

City of Crystal

2014 Budget



2014 ANNUAL BUDGET
OF THE
CITY OF CRYSTAL, MINNESOTA

Jim Adams
Mayor

Laura Libby
Councilmember

Mark Hoffmann
Councilmember

Joseph Selton
Councilmember

John Budziszewski
Councilmember

Casey Peak
Councilmember

Julie Deshler
Councilmember

Anne Norris
City Manager

Charles Hansen
Finance Director

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CITY OF CRYSTAL
2014 ADOPTED BUDGET

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December 20, 2013

City of Crystal 2014 Budget

This is the Adopted 2014 Operating and Capital Budget for the City of Crystal. It was adopted at the regular City Council meeting on Tuesday, December 3, 2013. This was the final step in a process that began on September 3, 2013 with adoption of a proposed 2014 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 2014 property tax levy is \$9,217,153, which is a \$54,444 or 0.59% increase from the 2013 tax levy. Crystal's 2014 General Fund budget increases by \$148,765 or 1.20% compared to the amended 2013 budget.

The State of Minnesota makes Local Government Aid (LGA) payments to cities. This aid is meant to allow cities with less property value to have enough revenue to provide basic services. The State has certified that the City of Crystal's LGA will increase from \$1,455,066 in 2013 to \$1,643,830 in 2014. In past years, payment of LGA by the State has often fallen short of the certified LGA. It has been the practice to deposit all of the LGA in the General Fund.

General Fund operations are difficult quickly adjust when the State fails to pay the full amount of certified LGA. This makes the City reluctant to rely on the increase in LGA for the 2014 General Fund budget. The \$188,764 increase in 2014 LGA is being deposited in the Permanent Improvement Revolving (PIR) Fund. The PIR fund pays for many of the City's capital projects. It is easier to deal with an unexpected revenue shortfall in a capital fund than it is in an operating fund like the General Fund.

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.

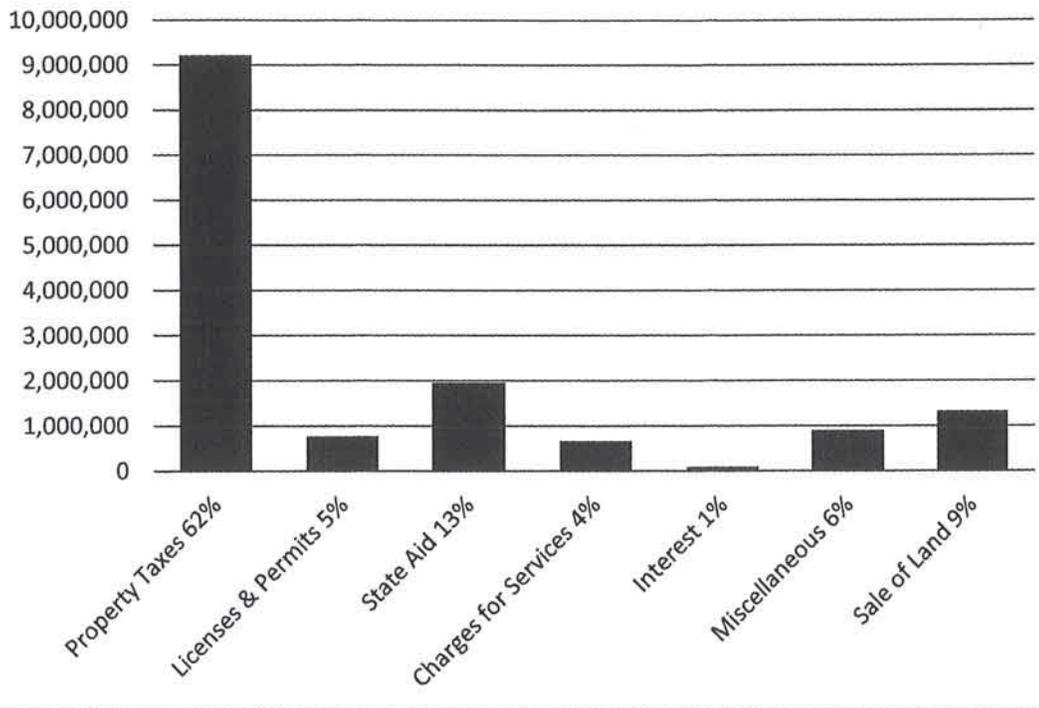
Budget Summary for the Combined General Fund, EDA Fund, Pool Bond Fund, and County Highway 81 Bond Fund

Revenue:	<u>2013</u>	<u>2014</u>	Percent Change
Property Taxes	\$9,162,709	\$9,217,153	0.59%
Licenses & Permits	683,880	772,080	12.90%
State Aid	1,963,295	1,962,509	-0.04%
Charges for Services	669,090	663,730	-0.80%
Interest Income	92,641	92,262	-0.41%
Miscellaneous	972,348	895,273	-7.93%
Sale of Land	<u>352,470</u>	<u>1,324,860</u>	<u>275.88%</u>
Total Revenue	<u>\$13,896,433</u>	<u>\$14,927,867</u>	<u>7.42%</u>
Expenditures:			
General Government	\$1,912,918	\$2,147,871	12.28%
Police & Fire	5,920,016	5,951,604	0.53%
Community Development	631,831	696,549	10.24%
Streets & Parks	2,701,999	3,073,419	13.75%
Recreation	1,250,849	1,346,149	7.62%
Debt Service	401,549	744,037	85.29%
Economic Development Authority	<u>596,968</u>	<u>515,222</u>	<u>-13.69%</u>
Total Expenditures	<u>\$13,416,130</u>	<u>\$14,474,851</u>	<u>7.89%</u>

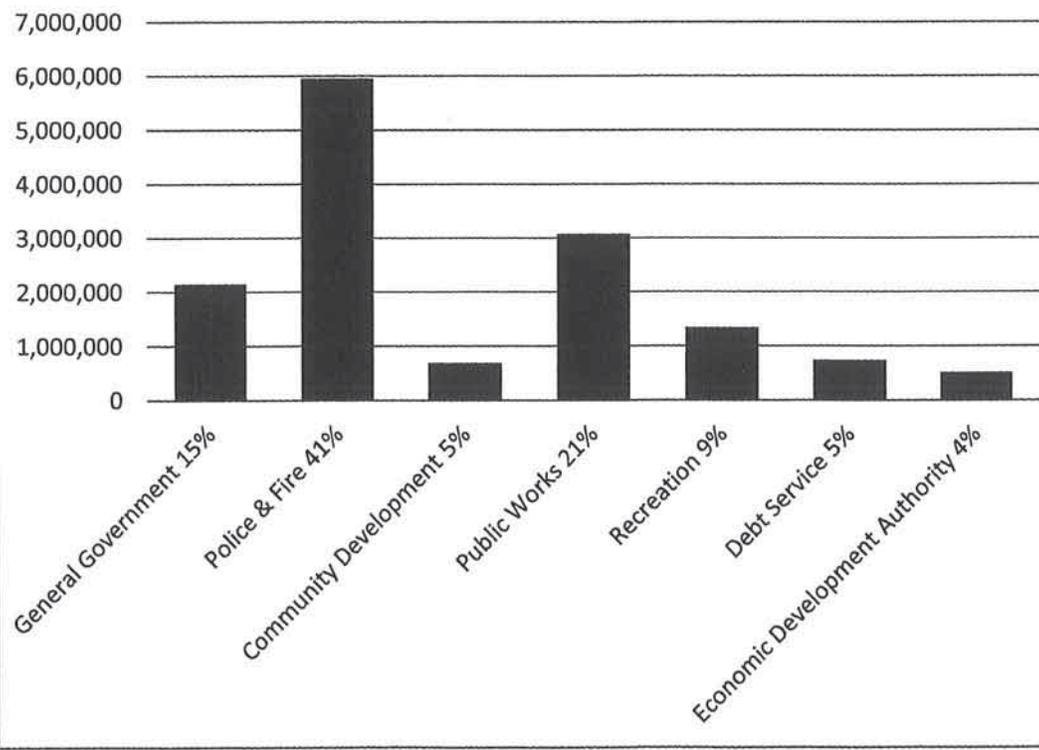
Revenues of the General Fund, EDA Fund, Pool Bond Fund, and County Highway 81 Bond Fund are shown in the bar graph on the following page. They are highly dependent on the property tax which equals 67% of the total. State aid comes in second at 13%. Actual state aid may be less than the amount promised by the State of Minnesota.

Expenditures of the General Fund, EDA Fund, and Pool Bond Fund are shown in the bar graph 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 Bonds and County Highway 81 Bonds



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



Budget Overview

The Combining Statement of 2014 Budgets on page 12 shows the total revenues and expenditures of all funds. It shows a total deficit of \$9,299,420. While many funds have surpluses or deficits, the biggest deficits are in utility funds where construction projects add \$1,435,000 on top of operations and the Capital Projects funds where it is planned to start construction of a new Public Works Facility. The City Council decided to use cash on hand in the capital funds to pay for this project instead of sell bonds to finance it. It is estimated that property acquisition and construction will cost \$8,000,000 in 2014 and another \$5,000,000 in 2015.

General Fund Transfers

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. The reduction in the transfer to the Permanent Improvement Revolving Fund is offset by new Local Government Aid revenue.

General Fund transfers are as follows:

<u>Transfer to:</u>	<u>Amended</u> <u>2013</u>	<u>Adopted</u> <u>2014</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
Permanent Improvement Revolving	645,520	401,600	-243,920	-37.79%
Police Equipment Revolving	125,700	128,200	2,500	1.99%
Street Maintenance	<u>71,400</u>	<u>72,800</u>	<u>1,400</u>	<u>1.96%</u>
Total Transfers	842,620	602,600	-240,020	-28.48%

Special Revenue Funds

The City's Tax Increment Financing (TIF) Funds are classified as special revenue funds. Projects for 2014 include ongoing support for the Home Improvement Rebate Program repayment of debt from past projects. The Housing District #2 expired on December 31, 2013. This meant that it no longer collected tax increments, but it will be able to spend existing resources on TIF eligible projects.

The Economic Development Authority largest project for 2014 will be redevelopment of the Cavanaugh School site into senior housing. It will continue to promote redevelopment of properties throughout the city by means of the Home Improvement Rebate Program and other development opportunities that may emerge.

Debt Service Funds

The City of Crystal had eleven different bond issues with a total of \$16,588,933 in outstanding bonds as of December 31, 2013. Payments in 2014 will include \$1,468,052 on the principal of the debt and \$539,956 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, 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 2014 plan for the majority of the City's capital improvements and vehicle replacements. It is supported by three major sources of revenue – Local Government Aid, investment income and a transfer from the General Fund.

Major projects in the PIR 2014 budget include new cable TV equipment for the council chambers, paving of an alley, repairs to the Bass Lake Road streetscape, purchase of a new sidewalk snowplow, renovation of the water slide at the pool, purchase of smaller trucks & equipment and repair projects for 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 Forest South Neighborhood in 2006 during Phase 8 are scheduled to receive a seal coating during 2014. 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 \$50,000 in 2014 for intensified patching and that will continue until the phases undergo mill and overlay. Phase 1 streets undergo the mill and overlay in 2014 followed by Phases 2 & 3 in the years 2015 and 2016.

Street reconstruction in the City's 16 phase program continues in 2014 with the completion of Phase 13, the Becker Park North neighborhood. Planning and survey work for Phase 14, the Lions Park neighborhood, will be done in 2014 followed by construction in the year 2015.

Utility Funds

The utility funds include the Water, Sanitary Sewer, Storm Drainage, Street Light and Recycling funds. Operations of the utility funds in 2014 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 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.

The Water, Sanitary Sewer and Storm Drainage funds plan for significant capital projects over the next five years. These are needed to replace aging infrastructure and expand the storm drainage system to areas of the city that are under served. The Street Light fund will incur higher electricity costs due to rate increases from Xcel Energy.

On November 5, 2013, the city council approved the 2014 utility rates as follows:

Water	1,000 gallons per unit	2013 Price per unit	2014 Price per unit	Percent Change
Tier #1	0 to 30 units	\$4.05	\$4.30	6.17%
Tier #2	31 to 60 units	\$4.45	\$4.70	5.62%
Tier #3	over 60 units	\$4.85	\$5.10	5.15%
Service charge for 1" meters, per quarter		\$4.60	\$4.75	3.26%

	2013 Quarterly Rate	2014 Quarterly Rate	Percent Change
Sewer, residential, per quarter	\$46.80	\$48.60	3.85%
Sewer, commercial, per 100 cubic feet	\$2.07	\$2.15	3.86%
Storm Drainage, residential, per quarter	\$10.80	\$11.70	8.33%
Storm Drainage, commercial, per residential equivalency factor	\$54.00	\$58.50	8.33%
Storm Drainage, commercial, per acre	\$270.00	\$292.50	8.33%
Street Lights, residential, per quarter	\$4.35	\$4.65	6.90%
Street Lights, commercial, per quarter	\$4.35	\$4.65	6.90%
Street Lights, multi-family, per quarter	\$3.26	\$3.49	7.06%
Recycling, per quarter	\$10.65	\$10.65	0%

Respectfully submitted,

Charles Hansen

Charles Hansen
Finance Director

City of Crystal

RESOLUTION NO. 2013 - 78

RESOLUTION APPROVING THE 2014 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 laying within the City of Crystal the following amounts:

General Tax Levy	\$8,237,000
Market Value Based Referendum Levy for Pool Bonds Debt Service	209,000
County Highway 81 Debt Service	563,153
Housing and Redevelopment Authority	<u>208,000</u>
Total Levy	\$9,217,153

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 3rd day of December, 2013.


Jim Adams, Mayor

ATTEST:


Christina Serres, City Clerk

City of Crystal
RESOLUTION NO. 2013 - 76

RESOLUTION APPROVING THE 2014 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 2014 General Fund Budget are as follows:

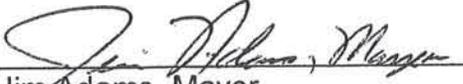
Mayor & Council	\$113,771
Administration	965,852
Human Resources	52,239
Assessing	220,554
Legal	93,000
Elections	63,200
Finance	473,257
Police	4,631,523
Fire	1,174,668
Planning	211,279
Building Inspection	239,864
Housing Inspection	207,368
Environmental Health	27,818
Engineering	331,220
Street Maintenance	836,487
Park Maintenance	721,837
Forestry	154,090
City Buildings	157,716
Recreation	673,966
Community Center	367,089
Waterslide / Pool	246,194
Transfer to Police Equip Replacement	128,200
Transfer to Permanent Improvement FD	401,600
Transfer to Street Maintenance Fund	72,800
Total Appropriations	<u>\$12,565,592</u>

RESOLUTION 2013 - 76
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	\$8,237,000
Property Tax Penalties & Interest	15,000
Special Assessments	125,000
Licenses, Permits & Inspections	772,080
Intergovernmental Revenues	1,962,509
Charges for Services	647,730
Fines & Forfeits	326,500
Administrative Fines	40,000
Investment Earnings	60,000
Miscellaneous Revenue	96,664
Interfund Services	283,109
Total Revenues	<u>\$12,565,592</u>

Adopted by the Crystal City Council this 3rd day of December, 2013.


Jim Adams, Mayor

ATTEST:


Christina Serres, City Clerk

**City of Crystal
RESOLUTION NO. 2013 - 77**

**RESOLUTION APPROVING THE 2014 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.

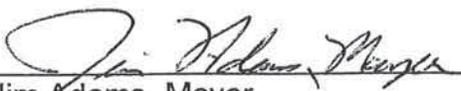
NOW, THEREFORE, BE IT RESOLVED that the 2014 Budgets are as follows:

	<u>Revenues</u>	<u>Appropriations</u>
<u>Special Revenue Funds</u>		
TIF #2151, Anthony Shopping Center	115,460	115,619
TIF #2153, Phase 2 Housing	100	98,533
TIF #2154, Suburban Hotel	104,050	11,628
TIF #2155, Heathers Assisted Living	170,400	191,154
Economic Development Authority	1,588,250	1,115,222
City Initiative Fund	21,600	28,000
Special Projects/Grants Fund	42,000	42,000
Total Special Revenue	\$2,041,860	\$1,602,156
 <u>Debt Service Funds</u>		
GO Improvement Bonds, 2004A	\$88,488	\$739,410
GO Improvement Bonds, 2005A	98,468	122,800
GO Pool Bonds, 2005B	210,872	207,700
GO Improvement Bonds, 2006A	166,174	164,916
GO Improvement Bonds, 2008A	190,717	214,023
GO Improvement Bonds, 2009A	322,547	306,366
GO Street Bonds, 2010B	148,404	141,337
GO Improvement Bonds, 2011A	235,172	175,678
GO Improvement Bonds, 2012A	377,029	274,714
GO Improvement Bonds, 2013A	410,300	85,487
GO Street Bonds, 2013B	414,749	395,000
Total Debt Service	\$2,662,920	\$2,827,431

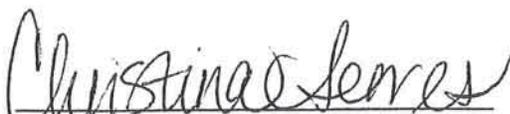
RESOLUTION 2013 - 77
Continued

	<u>Revenues</u>	<u>Appropriations</u>
<u>Capital Projects Funds</u>		
Permanent Improvement Revolving Fund	\$1,069,714	\$1,089,600
Major Building Replacement Fund	560,000	8,000,000
Police Equipment Revolving Fund	336,505	324,335
Fire Equipment Revolving Fund	6,300	
Street Maintenance Fund	121,625	1,130,044
Street Reconstruction Fund	<u>1,012,106</u>	<u>804,312</u>
Total Capital Projects	\$3,106,250	\$11,348,291
 <u>Enterprise Funds Operating</u>		
Water Utility Fund	\$3,172,300	\$3,167,351
Sewer Utility Fund	2,041,300	2,027,404
Storm Drainage Utility Fund	771,000	675,788
Street Light Utility Fund	185,850	201,795
Recycling Fund	<u>339,352</u>	<u>333,196</u>
Total Enterprise Operating	\$6,509,802	\$6,405,534
 <u>Enterprise Funds Capital</u>		
Water Utility Fund		\$145,000
Sewer Utility Fund		1,128,000
Storm Drainage Utility Fund		150,000
Street Light Utility Fund		<u>12,000</u>
Total Enterprise Capital		\$1,435,000
 <u>Internal Service Funds</u>		
Self Insurance Fund	\$212,993	\$212,993
Post Employment Health Benefits	<u>1,768</u>	<u>3,608</u>
Total Internal Service	\$214,761	\$216,601

Adopted by the Crystal City Council this 3rd day of December, 2013.


Jim Adams, Mayor

ATTEST:


Christina Serres, City Clerk

City of Crystal
Combining Statement of 2014 Adopted Budgets

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Total Governmental Funds	Utility Funds Operating	Utility Funds Capital	Internal Service Funds	TOTAL
REVENUES									
Property Taxes	8,237,000	566,000	772,153		9,575,153				9,575,153
Delinquent Tax & Penalty	15,000				15,000				15,000
Special Assessments	125,000		1,857,257	499,736	2,481,993	60,000			2,541,993
Licenses & Permits	772,080			553,899	772,080				772,080
Intergovernmental	1,962,509	21,000		135,000	2,537,408	6,269,002		173,512	2,537,408
Charges for Services	647,730	44,860			827,590				7,270,104
Fines & Forfeits	326,500				326,500				326,500
Administrative Fines	40,000				40,000				40,000
Interest	60,000	49,200	33,510	213,929	356,639	67,800		11,249	435,688
Miscellaneous	96,664	35,800		352,886	485,350	113,000		30,000	628,350
Interfund Services	283,109				283,109				283,109
Sale of Property		1,317,000		35,000	1,352,000				1,352,000
Total Revenues	12,565,592	2,033,860	2,662,920	1,790,450	19,052,822	6,509,802		214,761	25,777,385
EXPENDITURES									
General Government	1,981,873	6,123		308,600	2,296,596			20,671	2,317,267
Public Safety	5,806,191	53,063		324,335	6,183,589			55,657	6,239,246
Public Works	2,201,350			10,586,856	12,788,206			115,103	12,903,309
Recreation	1,287,249	10,814		109,500	1,407,563			12,669	1,420,232
Community Development	686,329	683,559		19,000	1,388,888			12,501	1,401,389
Public Utilities		190,597	2,827,431		3,018,028		1,435,000		7,777,334
Debt Service		944,156	2,827,431	11,348,291	27,082,870	6,342,334	1,435,000	216,601	35,076,805
Total Expenditures	11,962,992	1,727,149	5,654,862	11,695,196	30,039,987	12,724,634	1,435,000	216,601	44,495,427
TRANSFERS									
In		8,000		1,315,800	1,323,800				1,323,800
Out	602,600	658,000			1,260,600	63,200			1,323,800
SURPLUS -DEFICIT	0	439,704	-164,511	-8,242,041	-7,966,848	104,268	-1,435,000	-1,840	-9,299,420
Est. Dec. 2014 Fund Balance	7,397,467	5,990,611	5,017,620	17,889,503	36,295,201	24,765,046		1,028,838	62,089,085

City of Crystal
 General Fund 2014 Adopted Budget
 Appropriations by Department

General Government	
Mayor & Council	113,771
Administration	965,852
Human Resources	52,239
Assessing	220,554
Legal	93,000
Elections	63,200
Finance	473,257
	<u>1,981,873</u>
Public Safety	
Police	4,631,523
Fire	1,174,668
	<u>5,806,191</u>
Community Development	
Code Enforcement	211,279
Building Inspection	239,864
Housing Inspection	207,368
Environmental Health	27,818
	<u>686,329</u>
Public Works	
Engineering	331,220
Streets	836,487
Park Maintenance	721,837
Forestry	154,090
City Buildings	157,716
	<u>2,201,350</u>
Recreation	
Recreation	673,966
Community Center	367,089
Waterslide / Pool	246,194
	<u>1,287,249</u>
Transfer to Permanent Improvement Revolving Fund	401,600
Transfer to Police Equipment Revolving Fund	128,200
Transfer to Street Maintenance Fund	72,800
	<u>602,600</u>
TOTAL GENERAL FUND BUDGET	<u><u>12,565,592</u></u>

City of Crystal
Special Revenue Funds
Combining Statement of 2014 Adopted Budgets

	TIF 2151 Anthony Shop Ctr	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	110,000		104,000	144,000	208,000		21,000	566,000
Intergovernmental					44,860			21,000
Charges for Services								44,860
Interest	5,460	100	50	13,200	30,390			49,200
Miscellaneous				13,200	1,000	21,600		35,800
Sale of Property					1,296,000		21,000	1,317,000
Total Revenues	115,460	100	104,050	170,400	1,580,250	21,600	42,000	2,033,860
EXPENDITURES								
General Government						6,123		6,123
Public Safety						11,063	42,000	53,063
Recreation						10,814		10,814
Community Development	2,068	96,533	1,068	118,668	465,222			683,559
Debt Service	111,551		8,560	70,486				190,597
Total Expenditures	113,619	96,533	9,628	189,154	465,222	28,000	42,000	944,156
TRANSFERS								
In					8,000			8,000
Out	2,000	2,000	2,000	2,000	650,000			658,000
SURPLUS -DEFICIT	-159	-98,433	92,422	-20,754	473,028	-6,400	0	439,704
Est. Dec. 2014 Fund Balance	301,221	96,516	-112,134	1,297,443	4,326,713	39,129	41,723	5,990,611

City of Crystal
Debt Service Funds
Combining Statement of 2014 Adopted Budgets

	2004A	2005A	2005B	2006A	2008A	2009A	2010B	2011A	2012A	2013A	2013B	TOTAL
	Improvmt Bonds Phase 6	Improvmt Bonds Phase 7	Pool Bonds	Improvmt Bonds Phase 8	Improvmt Bonds Phase 9	Improvmt Bonds Phase 10	Street Reconst Bonds	Improvmt Bonds Phase 11	Improvmt Bonds Phase 12	Improvmt Bonds Phase 13	Street Reconst Bonds	
REVENUES												
Property Taxes			209,000				148,404				414,749	772,153
Special Assessments	88,128	93,477		159,804	184,611	312,421		232,525	375,991	410,300		1,857,257
Interest	360	4,991	1,872	6,370	6,106	10,126		2,647	1,038			33,510
Total Revenues	88,488	98,468	210,872	166,174	190,717	322,547	148,404	235,172	377,029	410,300	414,749	2,662,920
EXPENDITURES												
Contractual Services	4,500	900	500	1,200	1,100	4,500		1,400	1,520	1,250		16,870
Debt Service Principal	700,000	95,000	160,000	125,000	155,000	195,000	141,337	140,000	225,000		395,000	2,331,337
Debt Service Interest	27,410	26,900	47,200	38,716	57,923	94,866		34,278	48,194	84,237		459,724
Arbitrage Rebate Pymts	7,500					12,000						
Total Expenditures	739,410	122,800	207,700	164,916	214,023	306,366	141,337	175,678	274,714	85,487	395,000	2,827,431
SURPLUS -DEFICIT	-650,922	-24,332	3,172	1,258	-23,306	16,181	7,067	59,494	102,315	324,813	19,749	-164,511
Est. Dec. 2014 Fund Balance	79,924	567,489	297,717	759,392	773,441	1,216,027	52,568	455,566	470,934	324,813	19,749	5,017,620

City of Crystal
 Capital Improvement Funds
 Combining Statement of 2014 Adopted Budgets

	Permanent Improvement Revolving	Major Building Replacement	Police Equipment Revolving	Fire Equipment Revolving	Street Maintenance	Street Reconstruct	TOTAL
REVENUES							
Special Assessments	124,800				30,364	344,572	499,736
Intergovernmental	203,764		30,135			320,000	553,899
Charges for Services			135,000				135,000
Interest	75,600	60,000	28,170	6,300	18,461	25,398	213,929
Miscellaneous	30,750					322,136	352,886
Sale of Property	20,000		15,000				35,000
Total Revenues	454,914	60,000	208,305	6,300	48,825	1,012,106	1,790,450
EXPENDITURES							
General Government	308,600						308,600
Public Safety			324,335				324,335
Public Works	652,500	8,000,000			1,130,044	804,312	10,586,856
Community Center & Pool	109,500						109,500
Community Development	19,000						19,000
Total Expenditures	1,089,600	8,000,000	324,335	0	1,130,044	804,312	11,348,291
TRANSFERS							
In	614,800	500,000	128,200		72,800		1,315,800
SURPLUS -DEFICIT	-19,886	-7,440,000	12,170	6,300	-1,008,419	207,794	-8,242,041
Est. Dec. 2014 Fund Balance	8,418,205	2,858,963	3,168,467	645,361	897,616	1,900,891	17,889,503

City of Crystal
Utility Funds
Combining Statement of 2014 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	2,982,000	1,997,300	770,900	180,050	338,752	6,269,002
Interest	23,300	38,000	100	5,800	600	67,800
Miscellaneous	107,000	6,000				113,000
Total Revenues	3,172,300	2,041,300	771,000	185,850	339,352	6,509,802
EXPENDITURES						
Wages & benefits	324,578	324,578	180,484			829,640
Professional & Contractual Serv	109,755	32,905	34,177		327,474	504,311
JWC & MCES	2,322,454	1,319,193				3,641,647
Utilities	4,140	21,200	6,400	132,000		163,740
Repair & Maintenance	37,800	20,900	3,000	6,000		67,700
Supplies	50,500	55,550	17,450	13,000		136,500
Communications	3,500	2,850	1,250			7,600
Dues, Insurance & Training	12,703	23,086	61,414	10,920	394	108,517
Depreciation	183,470	108,691	276,539	30,870		599,570
Administrative Services Charge	118,451	118,451	31,874	9,005	5,328	283,109
Total Operating Expenditures	3,167,351	2,027,404	612,588	201,795	333,196	6,342,334
TRANSFERS						
Out			63,200			63,200
SURPLUS -DEFICIT	4,949	13,896	95,212	-15,945	6,156	104,268
Est. Dec. 2014 Fund Balance	7,499,838	7,451,288	8,457,964	1,196,051	159,905	24,765,046
CAPITAL IMPROVEMENT PLAN	145,000	1,128,000	150,000	12,000	0	1,435,000

City of Crystal
Internal Service Funds
Combining Statement of 2014 Adopted Budgets

	Self Insurance <u>Fund</u>	Post Employment <u>Fund</u>	<u>TOTAL</u>
REVENUES			
Charges for Services	173,512		173,512
Interest	9,481	1,768	11,249
Miscellaneous	30,000		30,000
Total Revenues	212,993	1,768	214,761
EXPENDITURES			
Wages & benefits		3,608	3,608
Insurance & Miscellaneous	212,993		212,993
Total Expenditures	212,993	3,608	216,601
SURPLUS -DEFICIT	<u>0</u>	<u>-1,840</u>	<u>-1,840</u>
 Est. Dec. 2014 Fund Balance	<u>883,861</u>	<u>144,977</u>	<u>1,028,838</u>

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00100 GENERAL						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	7,699,235-	7,821,015-	8,137,698-	8,150,000-	8,237,000-	8,237,000-
4015 PROP TAX - DELINQUENT	98,081-	112,915-	115,641-			
4020 PROP TAX - PENALTIES/ INTEREST	10,176-	11,517-	31,443-	10,000-	15,000-	15,000-
4005 TOTAL PROPERTY TAXES	7,807,491-	7,945,447-	8,284,782-	8,160,000-	8,252,000-	8,252,000-
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	100,688-	174,237-	181,284-	150,000-	90,000-	90,000-
4060 SPECIAL ASSESS - DELINQUENT	1,955-	9,062-	57,198-	6,000-	12,000-	12,000-
4070 SPECIAL ASSESS - PENALTIES	818-	3,685-	12,635-	1,200-	3,000-	3,000-
4075 SPECIAL ASSESS - INTEREST	17,321-	36,179-	28,695-	30,000-	20,000-	20,000-
4050 TOTAL SPECIAL ASSESSMENTS	120,782-	223,163-	279,813-	187,200-	125,000-	125,000-
4100 TOTAL LICENSES						
4105 LICENSES - MISCELLANEOUS	7,807-	11,887-	21,400-	12,000-	18,000-	18,000-
4110 LICENSES - AMUSEMENT - MISC	1,208-	1,155-	990-	1,200-	1,200-	1,200-
4115 LICENSES - BEER AND TAVERN	5,603-	4,630-	5,873-	4,800-	8,000-	8,000-
4125 LICENSES - B BOARD/ SIGN HANG	1,600-	1,200-	2,200-	1,200-	1,800-	1,800-
4130 LICENSES - BOWLING ALLEY	1,280-	1,280-	1,280-	1,280-	1,280-	1,280-
4135 LICENSES - CIGARETTE	8,342-	7,800-	7,746-	8,000-	7,500-	7,500-
4140 LICENSES - CLUB/ SUNDAY SALES	2,725-	2,450-	2,683-	2,500-	2,700-	2,700-
4145 LICENSES - DOG & KENNEL	7,734-	7,392-	8,394-	7,500-	7,500-	7,500-
4155 LICENSES - GARBAGE AND REFUSE	6,649-	5,725-	5,981-	6,000-	6,000-	6,000-
4157 LICENSES - GAS PUMP & STATION	2,133-	2,240-	1,936-	2,100-	1,900-	1,900-
4165 LICENSES - LIQUOR - OFF SALE	3,770-	3,340-	4,430-	3,600-	4,400-	4,400-
4167 LICENSES - LIQUOR - ON SALE	52,525-	52,250-	52,200-	53,200-	52,200-	52,200-
4175 LICENSES - PLUMBING AND GAS	10,485-	10,755-	11,385-	11,000-	11,400-	11,400-
4191 LICENSES - TREE TRIMMING	3,200-	3,300-	3,200-	3,000-	3,300-	3,300-
4100 TOTAL LICENSES	115,059-	115,404-	129,698-	117,380-	127,180-	127,180-
4200 TOTAL PERMITS						
4205 PERMITS - MISCELLANEOUS		40-	120-			
4210 PERMITS - BUILDING	204,108-	202,106-	173,388-	200,000-	235,000-	235,000-
4220 PERMITS - DRIVEWAY & CURB CUTS	6,240-	11,355-	15,405-	10,000-	7,000-	7,000-
4222 PERMITS - ELECTRICAL				28,000-	28,000-	28,000-
4225 PERMITS - FIRE - MISCELLANEOUS	6,520-	9,071-	9,218-	6,000-	7,500-	7,500-
4240 PERMITS - MECHANICAL	36,237-	34,939-	31,907-	28,000-	32,000-	32,000-
4250 PERMITS - PLUMBING	26,542-	27,051-	30,732-	25,000-	30,000-	30,000-
4255 PERMITS - SEWER	7,889-	8,849-	14,414-	10,000-	15,000-	15,000-
4260 PERMITS - SIGNS	9,738-	9,300-	9,467-	6,500-	9,000-	9,000-
4265 PERMITS - STREET EXCAVATION	6,085-	3,565-	5,729-	4,000-	5,400-	5,400-
4270 PERMITS - WATER	3,587-	1,303-	981-	1,000-	1,000-	1,000-
4200 TOTAL PERMITS	306,944-	307,578-	291,360-	318,500-	369,900-	369,900-
4275 TOTAL HOUSING INSPECTIONS						
4276 VACANT BLDG REGISTRATIONS	64,075-	73,450-	43,815-	65,000-	45,000-	45,000-
4280 HOUSING - POINT OF SALE INSPEC	62,613-	57,530-	61,740-	60,000-	70,000-	70,000-
4285 HOUSING - RENTAL LICENSING	117,851-	120,731-	143,549-	151,000-	160,000-	160,000-
4275 TOTAL HOUSING INSPECTIONS	244,539-	251,711-	249,104-	276,000-	275,000-	275,000-
4300 TOTAL FED INTERGOVERNMENTAL						
4302 FEDERAL - MISCELLANEOUS			630-			

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
4317 FEDERAL -DTF EQUITABLE SHARING	20,458-	17,647-	9,067-	16,000-	16,000-	16,000-
4300 TOTAL FED INTERGOVERNMENTAL	20,458-	17,647-	9,697-	16,000-	16,000-	16,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS			6,202-			
4349 STATE - BULLETPROOF VESTS	320-					
4357 STATE - MARKET VALUE CREDIT	117,559-	119,972-				
4360 STATE - LOCAL GOVERNMENT AID	1,455,066-	1,455,066-	1,454,975-	1,455,066-	1,455,066-	1,455,066-
4365 STATE - PENSION AID - FIRE				206,786-	206,000-	206,000-
4367 STATE - PENSION AID - POLICE	188,623-	196,238-	193,097-	195,000-	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	10,396-	10,604-	9,963-	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	1,849,007-	1,858,923-	1,741,280-	1,944,295-	1,943,509-	1,943,509-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS	6,667-	8,533-	4,000-	3,000-	3,000-	3,000-
4390 TOTAL OTHER INTERGOVERNMENTAL	6,667-	8,533-	4,000-	3,000-	3,000-	3,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4402 ADMIN CHARGES - NONTAXABLE	397-	785-	860-	600-	750-	750-
4403 ADMIN CHARGES - TAXABLE	7,518-	7,123-	564	7,200-	2,400-	2,400-
4404 ADMIN SERV PROV - HRG	8,026-	8,270-	8,518-	8,660-	9,000-	9,000-
4406 REIMBURSEMENT -CY FROLICS	10,000-	10,000-	10,000-	10,000-	10,000-	10,000-
4410 REIMBURSEMENT -ROBB FORESTER	42,139-	43,235-	40,490-	36,900-	37,275-	37,275-
4414 FEES - DOMESTIC PARTNER REG		40-	200-			
4416 FEES - ELECTRICAL APPL / INSP		21,090-	34,149-			
4418 FEES - PLANNING & ZONING	7,500-	9,000-	4,000-	4,000-	4,800-	4,800-
4420 NONTAXABLE-NOTARY,SURVEYS,ETC	1,218-	1,056-	1,151-	1,000-	1,200-	1,200-
4423 PROP LEASES>COMMUNICATION EQ	49,019-	54,124-	63,700-	54,000-	75,000-	75,000-
4430 TAXABLE-COPIES, MAPS, DOCS,ETC	471-	368-	600-	450-	450-	450-
4436 SAC CHARGES	14,700-	40,140-	4,990-	1,000-	3,000-	3,000-
4440 SURCHARGES	305-	71-	555-		1,200-	1,200-
4441 CITY-PROVIDED SERVICES	10,229	20,930-	4,506-	15,000-	4,500-	4,500-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	131,063-	216,231-	173,155-	138,810-	149,575-	149,575-
4450 TOTAL CHARGES FOR SERV. - REC						
4455 REC RECEIPTS - YOUTH	68,458-	91,330-	91,435-	87,150-	94,650-	94,650-
4460 REC RECEIPTS - ADULT	63,118-	64,414-	57,191-	67,700-	61,375-	61,375-
4465 REC RECEIPTS - SENIOR	27,808-	14,399-	15,882-	18,000-	18,000-	18,000-
4470 REC RECEIPTS - SP EVENT/ OTHER	24,060-	27,147-	27,387-	24,400-	30,800-	30,800-
4485 USE OF CITY REC FACILITIES	4,543-	5,225-	6,025-	5,000-	7,000-	7,000-
4490 REC - ACTIVITY ASSIST REVENUE	1,346-	1,641-	2,653-			
4450 TOTAL CHARGES FOR SERV. - REC	189,332-	204,156-	200,573-	202,250-	211,825-	211,825-
4500 TOTAL CHARGES FOR SERV. - CCC						
4513 CCC - FACILITY - ROOM RENTAL	77,998-	74,463-	80,631-	80,000-	81,000-	81,000-
4515 CCC - PREFERRED CATERER FEES					2,000-	2,000-
4520 CCC - OPEN GYM ADULT	6,209-	6,872-	6,783-	7,200-	7,200-	7,200-
4523 CCC - OPEN GYM YOUTH	92-	142-	103-	150-	150-	150-
4500 TOTAL CHARGES FOR SERV. - CCC	84,299-	81,477-	87,516-	87,350-	90,350-	90,350-
4550 TOTAL CHARGES FOR SERV. - POOL						
4556 POOL - DAILY ADMISSIONS	52,778-	52,054-	55,218-	56,000-	60,000-	60,000-
4562 POOL - SEASON TICKETS	66,408-	69,810-	72,851-	70,000-	72,000-	72,000-

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
4565 POOL - SWIMMING LESSONS	22,415-	22,653-	26,595-	24,000-	25,000-	25,000-
4568 POOL - SPECIAL EVENTS	2,158-	1,284-	917-	2,100-	2,100-	2,100-
4569 POOL - GROUP/RENTAL-TAXABLE	1,006-	836-	1,029-	1,500-	1,500-	1,500-
4570 POOL - GROUP/RENTAL-NONTAXABLE	4,958-	3,238-	3,551-	4,500-	4,000-	4,000-
4571 POOL - CONCESSIONS -TAXABLE	23,148-	1,090-	13,074-	18,500-	15,500-	15,500-
4572 POOL - CONCESSIONS -NONTAXABLE			364-			
4595 POOL - ACTIVITY ASSIST REVENUE	664-	662-	1,571-			
4550 TOTAL CHARGES FOR SERV. - POOL	173,535-	151,626-	175,170-	176,600-	180,100-	180,100-
4600 TOTAL CH. FOR SERV. -P. SAFETY						
4603 ANIMAL IMPOUND & BOARDING	6,348-	7,537-	8,173-	7,500-	7,500-	7,500-
4604 DANGEROUS ANIMAL REG FEE	300-	50-	458-			
4605 LICENSE INVESTIGATION	3,600-	2,750-	2,250-	2,800-	1,800-	1,800-
4610 ACCIDENT & POLICE REPORTS	306-	352-	310-	300-	300-	300-
4611 FINGERPRINTING	1,225-	1,750-	1,575-	1,400-	1,600-	1,600-
4612 PAWN SHOP TRANSACTION FEES	27,280-	28,948-	38,358-	30,000-	45,000-	45,000-
4615 PHOTOS, VIDEOS, DVD'S, ETC	982-	1,300-	2,028-	1,200-	1,800-	1,800-
4617 REIMBURSEMENT -P SAFETY OTHER			258-			
4620 REIMBURSEMENT -SCHOOL RES OFF	15,031-	22,744-	28,795-	30,880-	32,880-	32,880-
4600 TOTAL CH. FOR SERV. -P. SAFETY	55,072-	65,431-	82,204-	74,080-	90,880-	90,880-
4625 TOTAL CH. FOR SERV. - P WORKS						
4700 TOTAL FINES AND FORFEITURES						
4705 FINES - COURT & FORFEITED BAIL	240,840-	280,819-	292,118-	290,000-	320,000-	320,000-
4710 FINES - F ALARM CALLS - POLICE	5,440-	5,800-	6,080-	4,500-	5,000-	5,000-
4715 FINES - LIQUOR LIC VIOLATIONS	7,500-	750-	750-	2,000-	1,000-	1,000-
4720 FINES - TOBACCO LIC VIOLATIONS	575-		500-	500-	500-	500-
4725 FINES - ADMINISTRATIVE FINES	150,389-	41,170-	16,852-	50,000-	40,000-	40,000-
4740 FORFEITURE-CONFISCATED ITEMS	4,340-	5,486-	9,367-			
4700 TOTAL FINES AND FORFEITURES	409,085-	334,025-	291,963-	347,000-	366,500-	366,500-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	134,555-	120,624-	98,751-	60,000-	60,000-	60,000-
4880 CHANGE IN F.V. OF INVESTMENTS	12,624-	31,835-	21,381-			
4800 TOTAL INVESTMENT EARNINGS	147,179-	152,459-	77,371-	60,000-	60,000-	60,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	4,564-	8,188-	9,970-	6,000-	7,614-	7,614-
4904 CASH OVER & SHORT	80-	44	23-			
4906 CASH OVER & SHORT - REC/POOL		50	37			
4907 VENDING MACHINE COMMISSIONS	1,505-	1,599-	1,575-	1,500-	1,750-	1,750-
4908 PYMTS IN LIEU OF TAXES (PILOT)	5,525-	7,896-	8,512-	8,500-	9,300-	9,300-
4915 REIMBURSEMENT -OTHER	4,768-	3,836-	3,184-	2,000-	3,000-	3,000-
4950 DONATIONS	8,700-	3,500-	3,200-			
4900 TOTAL MISCELLANEOUS	25,142-	24,924-	26,427-	18,000-	21,664-	21,664-
4980 INTERFUND SERVICES PROVIDED						
4986 ADMIN SERV PROV - STREET IMP		10,381-	10,380-	10,380-		
4990 ADMIN SERV PROV - WATER	114,495-	118,913-	112,320-	117,472-	118,451-	118,451-
4991 ADMIN SERV PROV - SEWER	114,495-	118,913-	112,320-	117,472-	118,451-	118,451-
4992 ADMIN SERV PROV - ST DRAINAGE	30,809-	31,998-	30,224-	31,610-	31,874-	31,874-
4993 ADMIN SERV PROV - ST LIGHTING	8,704-	9,040-	8,539-	8,930-	9,005-	9,005-
4994 ADMIN SERV PROV - RECYCLING	5,150-	5,349-	5,052-	5,284-	5,328-	5,328-
4980 INTERFUND SERVICES PROVIDED	273,653-	294,594-	278,835-	291,148-	283,109-	283,109-

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
4001 REVENUES	11,959,307-	12,253,329-	12,382,947-	12,417,613-	12,565,592-	12,565,592-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	5,349,210	5,406,855	5,480,707	5,671,462	5,750,691	5,750,691
6015 OVERTIME-REGULAR EMPLOYEES	133,738	126,697	118,547	146,946	137,214	137,214
6050 SALARIES/WAGES-TEMP EMPLOYEES	248,147	215,854	273,571	259,828	298,236	298,236
6055 OVERTIME-TEMP EMPLOYEES	112	471	578	200	200	200
6060 DEMO REIMB FROM EDATIF FUNDS	28,131-	28,197-	31,372-	10,500-		
6003 TOTAL SALARIES AND WAGES	5,703,075	5,721,679	5,842,031	6,067,936	6,186,341	6,186,341
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	281,398	283,791	287,906	309,053	320,833	320,833
6110 PERA - COORDINATED	228,991	232,882	236,058	247,106	252,679	252,679
6115 PERA - POLICE	307,062	323,913	331,219	343,130	362,506	362,506
6120 PERA - DCP	1,553	1,586	1,602	1,634	2,982	2,982
6140 HEALTH INSURANCE	692,205	695,575	606,781	727,993	879,932	879,932
6142 HEALTH SAVINGS ACCOUNTS	12,874	31,082	42,556			
6145 DENTAL INSURANCE	10,111	9,172	12,450	12,930	12,162	12,162
6150 LIFE INSURANCE	2,236	2,207	2,206	2,379	2,392	2,392
6155 RETIRE HLTH SAVINGS PLAN	85,326	85,160	87,998	89,366	82,822	82,822
6170 CLOTHING & CLOTHING ALLOW	19,625	25,086	27,973	30,108	30,108	30,108
6172 TECHNOLOGY ALLOWANCE				2,020	2,020	2,020
6175 AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	6,000
6180 EDUCATIONAL ASSISTANCE	8,513	4,237	5,263	8,000	6,000	6,000
6185 WORKERS COMP INSURANCE	111,600	120,921	126,109	132,110	127,505	127,505
6190 UNEMPLOYMENT INSURANCE	2,926	3,596	8,128			
6195 COMPENSATED ABSENCES	12,838	28,740	39,857			
6100 TOTAL EMPLOYEE BENEFITS	1,783,259	1,853,949	1,822,105	1,911,829	2,087,941	2,087,941
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	72,421	98,315	159,681	115,103	105,353	105,353
6210 ASSESSOR SERVICES - HENN CO	134,783	136,514	135,789	142,000	145,000	145,000
6215 AUDIT SERVICES	26,200	25,900	26,500	26,700	27,100	27,100
6225 BANK CHARGES & CR CARD FEES	11,791	10,437	10,026	12,420	11,930	11,930
6240 FIRE PROTECTION SERVICES	999,908	991,617	964,578	954,718	968,214	968,214
6241 FIRE STATE PENSION AID>W METRO				206,786	206,000	206,000
6250 LEGAL SERVICES - GENERAL	80,146	92,702	92,554	90,000	93,000	93,000
6260 LEGAL SERVICES - PROSECUTION	100,862	101,057	113,137	110,000	110,000	110,000
6270 MEDICAL EXAMS & EVALUATIONS	931	7,009	8,799	7,000	9,000	9,000
6200 TOTAL PROFESSIONAL SERVICES	1,427,042	1,463,551	1,511,064	1,664,727	1,675,597	1,675,597
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	109,016	118,631	150,444	134,220	123,170	123,170
6306 CONTRACT SERV - JOINT REC PROG					22,500	22,500
6315 TREE TRIM / REMOVAL SERVICES	51,941	74,950	64,005	65,000	62,600	62,600
6320 LOGIS SERVICES	212,562	219,065	210,616	245,899	294,217	294,217
6325 PRISONER SERVICES	58,717	48,313	64,582	55,000	57,000	57,000
6330 ANIMAL CONTROL -CITY/NEW HOPE	36,067	34,457	34,894	39,500	38,500	38,500
6335 ANIMAL CONTROL -PUPS & OTHER	19,620	21,921	20,587	22,900	23,900	23,900

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6337 AUTOMATED PAWN SYS -CITY/MPLS	12,587	9,398	13,048	12,000	13,000	13,000
6300 TOTAL CONTRACTUAL SERVICES	500,509	526,735	558,176	574,519	634,887	634,887
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	132,729	135,182	129,139	137,000	131,900	131,900
6410 GAS SERVICE	59,603	63,656	40,920	65,000	63,400	63,400
6415 RUBBISH REMOVAL	8,708	10,669	11,360	10,250	8,890	8,890
6420 CITY UTILITY CHARGES	81,906	82,457	84,800	87,200	85,000	85,000
6400 TOTAL UTILITIES	282,947	291,963	266,219	299,450	289,190	289,190
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	23,902	17,039	46,739	22,100	23,100	23,100
6450 EQUIPMENT R & M SERVICES	24,716	31,282	26,350	30,275	29,875	29,875
6455 VEHICLE R & M SERVICES	23,607	34,401	33,472	32,075	33,875	33,875
6470 SERVICE CONTRACTS	59,916	50,611	62,117	70,550	75,071	75,071
6471 PAINTING - SIGNALS & STRIPING		20,058	13,379	12,000	12,000	12,000
6440 TOTAL REPAIR & MAINT SERVICES	132,142	153,390	182,057	167,000	173,921	173,921
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	1,064	722	899	1,150	2,125	2,125
6490 RENTALS - OFFICE EQUIPMENT	18,553	17,200	10,934	12,500	11,300	11,300
6495 RENTALS - MACHINERY & EQUIP	4,777	4,294	4,600	5,200	6,000	6,000
6480 TOTAL RENTALS	24,393	22,215	16,433	18,850	19,425	19,425
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	121,496	125,142	158,751	139,725	134,165	134,165
6510 PAPER PRODUCTS	8,229	5,303	5,840	5,700	5,700	5,700
6515 AMMUNITION & GUN RANGE USE	10,126	6,752	7,638	7,000	9,000	9,000
6520 COMMODITIES PURCH FOR RESALE	22,277	9,692	17,072	17,450	18,500	18,500
6525 BLDG REPAIR/MAINT SUPPLIES	3,084	9,500	4,720	7,500	5,990	5,990
6530 LANDSCAPE MAT'LS & SUPPLIES	8,618	6,489	10,478	14,700	11,970	11,970
6535 EQUIP MAINT SUPPLIES	12,590	15,695	14,409	15,950	14,450	14,450
6540 VEHICLE SUPPLIES	30,464	28,206	24,082	35,700	32,840	32,840
6545 MOTOR FUELS	135,996	171,341	163,359	175,600	169,600	169,600
6550 STREET MAINTENANCE MATERIALS	34,965	46,833	41,217	45,000	40,000	40,000
6555 SAFETY SUPPLIES	2,980	2,863	3,944	3,600	3,940	3,940
6560 STREET SIGNS & POSTS	3,143	2,601	3,968	4,000	3,600	3,600
6565 PLAYGROUND MAINT SUPPLIES	10,687	11,415	9,537	12,000	13,000	13,000
6570 BALLFIELD MAINT SUPPLIES	4,451	3,657	3,511	6,000	4,800	4,800
6571 TRAIL MAINTENANCE MATERIALS		371	5,252	6,000	5,700	5,700
6500 TOTAL SUPPLIES	409,107	445,860	473,779	495,925	473,255	473,255
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	36,345	29,429	18,564	33,500	23,600	23,600
6610 PHONE SERVICES	29,179	32,286	39,150	51,585	43,480	43,480
6615 COMMUNICATION CONNECT CHARGES	40,177	39,092	38,784	41,500	41,400	41,400
6620 DELIVERY CHARGES	928	627	221	560	860	860
6600 TOTAL COMMUNICATIONS	106,629	101,433	96,719	127,145	109,340	109,340
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	28,587	26,502	35,247	40,200	35,300	35,300
6660 PRINTING - NOTICES/ORDINANCES	5,570	5,786	6,035	4,900	5,000	5,000
6665 PRINTING - GENERAL	7,422	4,975	7,080	7,300	8,900	8,900
6690 ADVERTISING - GENERAL	1,468	1,831	952	1,850	1,850	1,850
6695 ADVERTISING - EMPLOYMENT	3,284	3,083	722	1,200	700	700

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6650 TOTAL PRINTING AND ADVERTISING	46,331	42,177	50,036	55,450	51,750	51,750
6700 TOTAL INSURANCE						
6705 INSURANCE	131,726	131,118	136,611	134,452	142,071	142,071
6700 TOTAL INSURANCE	131,726	131,118	136,611	134,452	142,071	142,071
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	38,730	39,918	39,379	47,550	49,400	49,400
6820 DUES AND SUBSCRIPTIONS	38,034	38,037	33,541	36,015	36,104	36,104
6830 LICENSES, PERMITS AND TAXES	5,805	3,077	3,843	4,420	4,655	4,655
6840 BOOKS AND PUBLICATIONS	1,034	978	833	1,760	1,710	1,710
6850 AWARDS	19,314	10,719	11,795	13,625	12,535	12,535
6875 BAD DEBT	21,232	3,138	682	360	120	120
6880 SWAT	7,832	7,210	5,928	7,000	7,000	7,000
6881 COMPLIANCE CHECKS	212	117	124	250	250	250
6882 CRIME PREV & COMM POLICING	5,214	4,359	4,119	5,300	5,000	5,000
6883 NEIGHBORHOOD OUTREACH	3,428	2,521	2,276	3,200	2,500	2,500
6800 TOTAL MISCELLANEOUS	140,835	110,074	102,520	119,480	119,274	119,274
7300 TOTAL CONTINGENCY						
7305 CONTINGENCY RESERVE				4,950		
7300 TOTAL CONTINGENCY				4,950		
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS			600,000			
7427 TRANSFER OUT- PERF FUND	94,850	102,300	114,400	125,700	128,200	128,200
7430 TRANSFER OUT- PIR FUND	621,100	493,250	659,000	645,520	401,600	401,600
7432 TRANSFER OUT- FIRE EQ REV FUND	281,900	725,000				
7435 TRANSFER OUT- STR MAINT FUND	65,300	167,250	69,300	71,400	72,800	72,800
7400 TOTAL TRANSFERS OUT	1,063,150	1,487,800	1,442,700	842,620	602,600	602,600
6001 EXPENDITURES AND EXPENSES	11,751,145	12,351,943	12,500,450	12,484,333	12,565,592	12,565,592
4000 REVENUES AND EXPENDITURES	208,162-	98,614	117,503	66,720		
00100 GENERAL	208,162-	98,614	117,503	66,720		

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.

Jim Adams	Mayor
Mark Hoffmann	Ward 1
Joseph Selton	Ward 2
Casey Peak	Ward 3
Julie Deshler	Ward 4
Laura Libby	Section I
John Budziszewski	Section II

Functions and Products

- Make policy decisions on behalf of Crystal's 22,417 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.

2014 Goals and Objectives

1. Provide for salaries and benefits for the mayor and council members
2. Provide funding to professional service: Northwest Hennepin Human Services Council (*joint powers agreement*)
3. Provide training and networking opportunities for elected officials
4. Provide membership to organizations where the benefit to the city is the greatest with the following organizations:
 - League of MN Cities (LMC)
 - Metro Cities
5. Provide appreciation awards for volunteers and employees:
 - Years of Service awards and employee recognition
 - Holiday party
 - Retirement awards and parties
 - Annual dinner for active and resigned police reserves and explorers/guests.
6. Provide for biennial bus tour for elected officials and advisory commissions

Continue to work towards strategic priorities:

- Financial Stability
- Open, Respectful Communication
- Long-term Planning
- Redevelopment
- Marketing the City

Budget Highlights:

Line Item/Description	Amount	Discussion
6205 – Professional Services	\$9,303	This budget item reflects funding to Northwest Hennepin Human Services Council.
6615 – Communication Charges	\$1,750	Technology stipend (\$250 per council member)
6810 – Training	\$5,500	This budget item reflects a limited training budget for the Mayor and each Council member. (\$1,000/Mayor and \$750/Council member)
6820 – Dues and Subscriptions	\$23,634	Keep memberships with the organizations that provide the greatest benefit for city: <ul style="list-style-type: none"> • Metro Cities (\$7,601) • League of Minnesota Cities (\$16,033) Continue to temporarily defer memberships with: <ul style="list-style-type: none"> • National League of Cities • North Metro Mayors
6850 - Awards	\$4,100	<ul style="list-style-type: none"> • Years of Service awards and employee recognition (\$2,715) • Holiday party (\$900) • Retirement awards and parties (\$275) • Annual Appreciation Dinner for police reserves and explorers (\$300)

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>2012 Budget</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
City Manager	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00
Human Resources Representative	.60	.60	.60
IT Manager	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00
Assessing Specialist	.15	.15	.15
Customer Service Representative	1.00	1.00	1.00
Communications Assistant	.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 the CDL 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, and performance evaluations; 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 in all aspects of council operations, election procedures and requirements. Supervision and coordination of clerical staff of City Hall, acts as the communications manager publishing the City newsletters, and handles advisory board and commission vacancies and operations.
- 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 26 City Council meetings, over 42 Council work sessions, 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 6-10 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.

2014 Goals and Objectives

City Manager

- Work on the advancement of the City Council goals set during the 2013 strategic goal setting sessions.
- Continue to work with the Mayor and City Council members on projects, such as long-range financial planning and financial stability.
- Carry on the work with department heads to set departmental expectations and long-range plans.
- 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.

General Administration and Communications

- Provide high-quality customer service to customers on a daily basis.
- Continue and expand communications with the community through the City Newsletter, website, cable, and social media tools.
- Continue to implement city website enhancements.
- 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 with implementation of any digital storage commencing in late 2014.

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 and ergonomic assessments, as needed.
- Administer the Crystal Safety Manual, including the Accident Injury Assessment Committee.
- 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:

Line Item/Description	Amount	Discussion
6205 – Professional Services	\$10,500	This covers the cost of website hosting, maintenance and upgrades through Revise, network connections, record destruction services, communication consulting and various city-wide professional services.
6320 – LOGIS Services	\$85,356	This 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. LOGIS provides managed services for email, email archiving and backup.
6470 – Service Contracts	\$18,600	The City is a member of LOGIS (Local Government Information Systems). LOGIS negotiates contracts for various computer software licenses (Websence, pest patrol, Altiris, Cisco, Microsoft, Etrust antivirus, Arcserv, Identitsys, etc.). Includes the maintenance of 126+ computers. In addition, it includes managed print and re-write software maintenance for the copier and printers.
6505 – Misc. Operating Supplies	\$23,400	This covers the cost of all office supplies for City Hall and public works facilities which includes paper, toner, letterhead, envelopes, etc.
6605 – Postage	\$21,000	This is for postage using a mailing service.
6655 – Printing Newsletters	\$35,000	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. The summer edition the publication contains the water quality information as mandated by state law.
6810 – Training and Travel	\$9,000	This provides for training and travel expenses for the administration department (10 staff members) as well as for city wide training (98 regular staff) related to safety, diversity, data practices, writing skills, sexual harassment, and supervisory skills.
6850 – Awards	\$4,500	This provides for the costs of the 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.
- Human Resources Representative: Performs professional level Human Resources work in the areas of recruitment, selection, training, compensation, and performance evaluations; responsible to adhere to applicable state and federal laws.
- City Clerk: Administers the tuition reimbursement and Transportation Employee Drug & Alcohol Testing programs. Assists with special projects.

Functions and Products

- Administer the City Compensation Plan.
- Administer the City of Crystal Personnel Rules/Regulations.
- Manage negotiations of three bargaining units.
- Manage grievances and arbitrations.
- Manage Labor Relations activities.
- Monitors pay equity compliance with the state law.
- Manage recruitment and selection:

	2008	2009	2010	2011	2012	2013 (7/1)
Recruitments	13	15	11	16	19	16
Applications Reviewed	241	380	755	336	633	
Interviews Conducted	65	93	119	96	133	

- 2013: two Community Service Officers, one Temporary Streets Maintenance, one Temporary Utilities Maintenance, three Temporary Park Maintenance, one Temporary Stormwater Maintenance, one Temporary Forestry Assistant, one Temporary Engineering Technician, one Housing Inspector, one Office Assistant III, one Deputy Chief, one Sergeant, one Police Officer, one Maintenance I.

- 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.
- 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 does not generate revenue and is supported by general taxes.

2014 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 and manage grievances and arbitrations.
- Pay Equity monitoring.
- Administer job evaluation system.
- Assist with retaining qualified employees.
- 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:

Line Item/Description	Amount	Discussion
6180 – Educational Assistance	\$6,000	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	\$25,000	This is for costs associated with professional services such as labor negotiations, coaching, investigations, pay equity, testing and consulting. 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	\$9,000	This 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 -	\$8,502	Human Resources share of the LOGIS services.
6470 – Service Contracts	\$3,210	This is for our service contract for NEO GOV, which is our online application tracking system.
6695 – Advertising- Employment	\$500	This 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.):

	2012 Actual	2013 Budget	2014 Budget
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

	2007	2008	2009	2010	2011	2012	2013
1. Number of new property owners Applying for homestead status	275	305	367	245	263	99	90
2. Special assessment *payments	111	300	513	144	278	201	143

**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.

2014 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	\$145,000	Contract for Hennepin County assessing staff to review property assessed values in five-year cycles.
6320 – LOGIS Services	\$13,927	Special assessment module to manage 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.

Functions and Products

	2006	2007	2008	2009	2010	2011	2012	2013 YTD
Attend City Council meetings	26	26	24	24	23	25	27	25
Attend Economic Development Authority meetings	14	20	18	20	17	13	21	16

- 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.

2014 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 2014. The contract calls for a slight (approximately 1%) in the annual retainer and the same slight increase in attorney hourly rates. This line item is increased to reflect the slight contract increase and actual costs in recent years.

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 for regularly scheduled elections years.

Temporary employees: Approximately 150 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.

City 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:** Manages and oversees the duties associated with City Council operations, voter registration, elections, and maintenance of official City records and licenses as required by law.
- **Administrative Services Coordinator:** Acts as Deputy City Clerk, providing backup to the City Clerk in all aspects of council operations, election procedures & requirements. Supervision and coordination of assigned clerical staff and functions; act as communications manager, publishing the City and employee newsletters and overseeing the City's website and other social media.

Functions and Products

- Managing voting by absentee ballot 45 days prior to each election
- Training and certifying judges for elections
- Securing and preparing eleven 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

General Elections	2012	2010
Persons voting by absentee ballot	1,109	541
New voter registrations on Election Day	2,380	851
Voter turnout in City on Election Day	12,871	8,615
Number of registered voters in city prior to election day	12,855	13,463

2014 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 utilizing Modus software to improve efficiencies
- Provide salaries of temporary employees for required training and time worked during elections
- Provide for lease and maintenance agreements with Hennepin County for the new voting equipment
- Provide for programming costs of election equipment and memory sticks
- Provide for facility rental and custodial fees at polling places
- Provide for updated election forms, per State Statutes and Secretary of State's Office

Budget for 2014

Line Item/Description	Amount	Discussion
6050 – Wages for temporary employees	\$42,608	
6470 – Service Contracts	\$10,391	The service contract with Hennepin County covers election equipment (which includes the vote tabulators and assistive voting equipment). Modus Election Software Service - \$6,200 A centralized software system designed to streamline the administration of election logistics and operations.
6485 – Rentals	\$625	Three polling locations charge rental fees to the city.
6505 – Operating Supplies	\$3,000	
6605 – Postage	\$600	This cost is incurred by Hennepin County charging back postage for returned postal verification cards
6620 – Delivery Charges	\$500	Delivery charges for supplies by Hennepin County
6650 – Printing and Advertising	\$2,500	Legal notices and ballot printing

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</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)	.80	1.00	1.00

(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. An increasing role for the department is to support new websites and computer systems that provide services to the public and other city departments. These new systems not only take time to implement, but then require ongoing maintenance and training.

- **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:** 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 and provides customer service to utility customers.

- 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 audit by independent CPA firm required by state law and city charter.
- Produces comprehensive annual financial report meeting the standards of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.
- 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 Aa2 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.

2014 Goals and Objectives

- Support implementation of a new version of the utility billing system.
- 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	\$4,800	Administration of flexible spending accounts & health savings accounts.
6215 / Audit Services	\$27,100	Cost of the annual financial audit by CPAs.
6320 / LOGIS Services	\$50,313	Cost of the financial & payroll modules
6470 / Service Contracts	\$800	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	\$1,140	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, down from 3 from 2013 since a Deputy Chief was hired): Performs responsible supervisory and routine skilled administrative police work supervising and directing an assigned functional are 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 Officer in Charge (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 Coordinator: 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 (6): 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 (16): 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 (11): 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 (3): 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:

	2008	2009	2010	2011	2012
Calls for Service or Events	29,395	30,007	30,681	32,716	31,878
Fingerprints captured	336	404	349	414	439
Arrests Adult	840	912	843	942	1,226
Arrests Juvenile	318	353	238	245	279
Animal Control Calls	742	709	334*	501	471
Animal Control Officer initiated	217	159	109*	107	92
Property Processed	4,400	4,995	5,256	5,935	6,197
Photographs Archived	3,912	3,995	3,929	3,572	4,385
Recordings Archived	4,510	4,000	3,811	3,409	4,044
Part 1 Crimes	826	863	762	672	762
Part 2 Crimes	1,005	944	901	918	1,092
DWI Arrests	126	139	147	189	256
Vehicle crash responses	556	502	609	885	754
Citations issued	4,697	5,139	5,369	6,199	6,133
Cases Cleared	50%	52%	52%	50%	66%

*Crystal cases involving full-time Animal Control Officer

Funding Sources

Police Equipment Revolving Fund (PERF): Equipment and vehicle purchases are made from this capital fund which is separate from the General Fund. Major sources of revenue for the PERF are grants, interest earnings and transfers from the General Fund.

General Operating: We are continuing our services with Robbinsdale Middle School and anticipate \$30,880 to our revenue for Safe Schools reimbursement. We are also anticipating Lionsgates Academy will use our services.

We have also seen an increase with court fines because of our proactive policing efforts.

Estimated Revenues in 2014 General Fund Budget:

Reimb. Drug Task Force OT	16,000
State pension aid	195,000
Post Board reimbursement	10,400
Animal impound & boarding	7,500
Accident and police reports	300
Fingerprinting	1,600
Pawn Shop fees	45,000
License investigation	1,800
Photos, Videos & DVDs	1,800
Safe Schools reimbursement	32,880
Court Fines & Forfeited Bail	320,000
False Alarm Calls	5,000
Total Revenues	637,280

2014 Goals and Objectives:

- Research squad room remodeling and prepare for remodeling
- Research and propose second traffic car position
- Train recruit officers and become fully staffed on patrol
- Research and implement software program for fleet management
- Research support services coordinator position and possible civilian leadership role
- Continue to succession plan and partner with other agencies for internal Leadership Training
- 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 2014 operating budget includes a slight increase of approximately 1.6 percent over that of the 2013 budget. An increase in ammunition and gun range use is necessary due to the New Hope Gun Range closing at the end of 2013. After researching other options, the most cost effective plan is using the City of Columbia Heights' range. The vehicle repair and maintenance line item is increased to reflect longer use of vehicles which leads to an increase in repairs. The prisoner line items is increased to reflect increased arrests and increased costs of housing at Hennepin County. The addition to the K9 unit will add approximately 6,000 in overtime costs due to Fair Labor Standards Act; these costs are absorbed in the overtime line item.

Line Item/Description	Amount	Discussion
6260-Legal Services-Prosecution	\$110,000	Prosecutes criminal offenses on behalf of the city.
6325 – Prisoner Services	\$57,000	Holding arrested persons at the Hennepin County Jail
6455-Vehicle Repair & Maintenance Services	\$26,200	Repairs on the departments marked and unmarked vehicles.
6470-Service Contracts	\$8,000	Veripic and L3 Communications.
6515-Ammunition & Gun Range	\$9,000	New Hope Range is closing at the end of 2013. After researching options, Crystal will partner with the city of Columbia Heights for use of their range. The city of Robbinsdale uses Columbia Heights' range as well.

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 (currently vacant)
- 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.

2014 Goals and Objectives

- 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
- Maintain an effective training program
- Develop and implement an effective, efficient organizational structure that addresses succession planning and cohesive response throughout the District

Budget Highlights

The Crystal 2014 contribution to the West Metro Fire-Rescue District budget is \$968,214, an increase of \$13,496 over the 2013 budget. The total 2014 West Metro budget is \$1,963,195, up from the 2013 budget of \$1,907,280. The general fund increases slightly (\$5,495) and the balance of the increase is due to the anticipated capital costs for the District. According to the formula, Crystal shares in 49.3183% of the costs in 2014.

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Community Development Director	.20	.20	.20
City Planner/Asst. Comm. Dev. Dir.	.50	.50	.50
Code Enforcement Specialist	1.00	1.00	1.00
Sr. Customer Service Representative	.10	.10	.10
Rental Licensing Specialist	.25	.25	.10
Community Development Clerk	.45	.45	.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.

- 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. Responsible for administration and interpretation of the city's zoning code. Supervises Code Enforcement Specialist and Rental Licensing Specialist. Serves as department director in the absence of the Community Development Director.
- Code Enforcement Specialist: Provides support to 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. Administers the city's sign 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: Under the guidance of the Assistant Community Development Director, responsible for coordinating, administering and maintaining reports and records for the city's rental housing licensing program. Provides information to assist other staff in enforcement of the city's Property Maintenance Code. Assist in coordinating and processing of Planning Commission minutes and agendas. Attend Planning Commission meetings to record and prepare official minutes. Assists Customer Service Representatives with department-related licensing and permitting tasks. Provides a variety of general office

support for Community Development Department activities and serves as backup to the Customer Service Representatives.

- 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: This half-time clerical position provides 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

- Provide planning and community development support to the Planning Commission, City Council and Economic Development Authority.
- Coordinate administrative enforcement program and coordinate all code enforcement efforts.
- Administer the city's rental licensing program.
- Administer sign ordinance, subdivision regulations, zoning ordinance.

2013 efforts include:

- Provide professional support to the Planning Commission.
- Respond daily to inquiries from citizens, business owners, developers and realtors.
- 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 West Metro Fire & Rescue Department.
- *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.
- Inspect vacant, foreclosed or gas and water shut-off properties for maintenance issues and to see that buildings were secure.
- Continue foreclosure monitoring.
- 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 Community Development Director and City Planner/Assistant Community Development Director, which are funded out of the Economic Development Authority budget at 50%.

- Revenue generated by the division include:

	<u>2013 (budgeted)</u>	<u>2013 (YTD 05/31/13)</u>
○ Planning Commission application fees:	\$ 4,000	\$ 2,100
○ Administrative Citations:	\$ 50,000	\$ 15,426
○ Sign permits:	\$ 6,500	\$ 2,412
○ Vacant Building Registrations:	\$ 65,000	\$ 23,175
Totals:	\$ 125,500	\$ 43,113

2014 Goals and Objectives

- Provide planning and community development support to the Planning Commission, Economic Development Authority and City Council.
- Continue 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.
- Maintain heightened level of awareness and enforcement efforts for foreclosed and vacant properties.
- Continue to provide support to the Vacant Property Registration program.
- Continue participation in the Bottineau Boulevard Partnership and Transit Initiative and other inter-jurisdictional planning efforts for improvements within the Highway 81 corridor. The partnership's efforts likely will continue through 2014 and beyond, provided continued federal, state and county funding.
- Provide administration of sign, subdivision and zoning ordinances and applicable sections of city code.

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Community Development Director	.10	.10	.10
Building Official	1.00	1.00	.90
Code Compliance Inspector	.50	.50	.50
Rental Licensing Specialist	.25	.25	.00
Customer Service Representative	.60	.60	.70

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.
- **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.
- Coordinate electrical inspections with contracted service provider.

- Number of permits issued for building, mechanical and plumbing:
 - 2012: 1,429
 - 2013 (YTD 05/31/13): 581

Revenue Sources

- Division activities and personnel are funded by general fund dollars.
- Revenues from building, mechanical and plumbing permits and plan reviews:
 - 2012: \$ 236,027
 - 2013 Budget: \$ 253,000
 - 2013 (YTD 05/31/13): \$ 95,357

2014 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.
- Serve as a resource for building code related matters involving city buildings and facilities.

Budget Highlights:

During the shutdown of State services in 2011, the city found it necessary to contract privately with one of the State Electrical Inspectors in order to continue to meet customer demands for electrical permits and inspections. Staff anticipates continuing this contractual arrangement indefinitely in light of minimal administrative responsibilities associated with the permitting process. In return for providing these modest administrative services, the city receives 20% of the fees collected for electrical permits and inspections. Prior to entering into this service agreement, the State of MN retained 100% of the fees.

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Community Development Director	.10	.10	.10
Building Official	.00	.00	.10
Housing Inspector	1.00	.80	.80
Code Compliance Inspector	.50	.50	.50
Rental Licensing Specialist	.50	.50	.90
Customer Service Representative	.30	.30	.20
Community Development Clerk	.00	.00	.45

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 the city's administrative 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:** Under the guidance of the Assistant Community Development Director, responsible for coordinating, administering and maintaining reports and records for the city's rental housing licensing program. Provides information to assist other staff in enforcement of the city's Property Maintenance Code. Assist in coordinating and processing of Planning Commission minutes and agendas. Attend Planning Commission meetings to record and prepare official minutes. Assists Customer Service Representatives with department-related licensing and permitting tasks. Provides a variety of general office support for Community Development Department activities and serves as backup to the Customer Service Representatives.

- Community Development Clerk: This half-time clerical position provides 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 Community Development Director, for which 50% of the personnel costs are funded out of the Economic Development Authority budget.
- Revenues from property maintenance inspections (point of sale):
 - 2012: \$ 61,740
 - 2013 Budget: \$ 60,000
 - 2013 (YTD 05/31/13): \$ 35,252
- Revenues from rental licensing program
 - 2012: \$ 143,549
 - 2013 Budget: \$ 151,000
 - 2013 (YTD 05/31/13): \$ 109,894

2014 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.
- Assist with Vacant Property Registration process as necessary, in coordination with the Code Enforcement Specialist.
- Maintain heightened response regarding inspection of and enforcement efforts for foreclosed properties.

Budget Highlights:

None.

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Community Development Director	.10	.10	.10
Customer Service Representatives	.10	.10	.10

Intergovernmental Service Agreement: Since 2007, the City of Brooklyn Park has provided inspection services for all environmental health related activities under an intergovernmental agreement with the City of Crystal. 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 2013. 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 tanning, and garbage and refuse; and 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):

2014 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 2014 contemplates continuation of the contractual arrangement with the City of Brooklyn Park for the provision of environmental health services at an hourly rate, with a cap of \$4,000, which is unchanged from 2013.

Engineering Department 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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</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	0.00

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.

- **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.
- **Seasonal Street Project Technician:** This position is not filled in 2014. Provides office and field support services to the Engineering and Public Works Departments. This is summer part time construction season position. Duties include managing the driveway program that is part of the street reconstruction projects; conducting traffic counts; assisting in field surveying work on annual alley reconstruction project; and miscellaneous other duties.

Functions and Products

- Manage annual building improvement/maintenance capital projects (avg \$250K).
- Manage street reconstruction projects (avg \$5.5M per year) – no project in 2014.
- Manage annual street maintenance sealcoat, concrete repair projects (avg \$200K).
- Design and manage other large projects e.g. sanitary sewer and water main lining and reconstruction; annual alley reconstruction.
- Prepare plans and specifications for annual and misc projects (avg 4/year).
- Participate in large highway projects, currently Henn. Co. Rd. 81 Part 2 and Henn. Co. Rd 9 reconstruction through Robbinsdale.
- Participate in operation of Bassett and Shingle WMO's and related projects.
- 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 and manage 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 Joint Water Commission.
- Manage State Aid Street System and budgets.
- Manage City's flood plain management program.

Funding Sources

This department generates no revenue and is supported by property taxes.

2014 Goals and Objectives

- North Lions Phase 14 Street Reconstruction Feasibility Study.
- Complete annual sealcoat, concrete, retaining wall, and street striping programs.
- Finalize JWC Emergency Water Supply plans, bid, and construct.
- Manage various city building maintenance, parking lots, etc projects.
- Continue to maintain city infrastructure and land records files.
- Manage JWC Force main Reconstruction Project through Robbinsdale.
- Complete construction - North Branch Bassett Creek Erosion Control Project.
- Build Memory Pond Watershed emergency pumping force main.
- Continue with sanitary sewer lining projects.
- Design and begin construction of new Public Works facility?
- Develop Street Sign Inventory and Retro-reflectivity Program.
- Continue with alley reconstruction program – Phase 8 of 10.
- Install generator at Crystal Water Pump Station for JWC.
- Renovate water slide's gelcoat.
- Re-rate local streets for pavement management system.

Street Maintenance Department 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, pothole 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. In addition, the County Road 81 Projects have and will add more miles of trail to be maintained.

The workload also includes many other miscellaneous maintenance and construction projects – during warm weather: grass cutting, trail and floating boardwalk construction, parking lot and basketball court rebuilding, and tree trimming and removal. 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

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 along with snow plowing on an as needed basis.

Personnel Expenses

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

	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Street Superintendent	1.00	1.00	1.00
Maintenance III – Mechanic	2.00	2.00	2.00
Maintenance III – Heavy Equip	2.00	2.00	2.00
Operator			
Maintenance I	3.00	3.00	3.00
Seasonal part-time maintenance	0.50	0.50	0.50

Staff

These personnel are all supervised and work in this department, and all their personnel expenses are charged to this department.

- 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.
- Seasonal part-time maintenance: This part-time position is used to assist in all Department maintenance operations during the busy summer season.

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

This department does not generate any revenue and is supported by property taxes.

2014 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 8 for sealcoat.
- Continue with salt application reduction program.
- Paint portions of the Public Works complex as needed if new complex not to be built.
- Assist with tree trimming and removal.
- Provide emergency assistance to neighboring jurisdictions as needed.
- Manage annual traffic signal maintenance program.
- Perform milling and grading work in annual alley reconstruction project.
- Remove and repave annual parking lot and basketball court projects.
- Continue with retaining wall and trail reconstruction and maintenance.

Budget Highlights

There are no new significant budget items. Funds continue to be budgeted in the PIR for maintaining the streets in Phases 14 – 16 as they continue to deteriorate while awaiting reconstruction. There is a possibility of moving the Phase 1 mill and overlay project up to the year 2014 depending on how the road surface looks Spring 2014.

Line Item/Description	Amount	Discussion
6471 – Painting & Striping	\$12,000	This is the annual street striping and traffic signal painting programs. Using epoxy paint continues to save money in the annual striping budget.
6550 – Street Maintenance Materials	\$40,000	This includes asphalt, crack sealing material, tack oil, and road salt and sand. The cost of oil based products continues to go up and down. The cost of salt continues to increase.

Park Maintenance Department Profile and Budget Summary

The Park Maintenance Department maintains approximately 250 acres of city property, which is made up of twenty-seven 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.

The reconstruction of County Road 81 has increased the workload for the Department. The City is responsible for all the rights of way turf areas and new landscape planting beds and pond maintenance.

In addition, the Department does work for the EDA, be it cleaning and boarding up properties or demolishing existing structures. It also assists Community Development in code enforcement by cleaning up abandoned/foreclosed properties.

Personnel Expenses

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

	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Park Superintendent	1.00	1.00	1.00
Maintenance I	5.00	5.00	5.00
Seasonal Park Maintenance	1.00	1.00	1.00

Staff

These personnel are supervised and work in this department. All of their personnel expenses are charged to this department.

- 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, turf and facilities, and other seasonal functions.

Functions and Products

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

Funding Sources

This department generates no revenue and is supported by property taxes.

2014 Goals and Objectives

- Continue the high level of quality park maintenance.
- Replace Bassett Creek Park picnic shelter pads.
- Replace Community Center landscaping, south side.
- Install dock at Twin Lake Trail.
- Restore native vegetation at various shoreland sites.
- 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	\$19,000	This is the mowing of certain properties by an outside contractor and controlled burns of prairie grass areas. This includes \$6,400 to maintain the new Co.Rd. 81 corridor and \$5,000 to absorb miscellaneous landscaping work (formerly included in the PIR).
6315 – Tree Trim / Removal Service	\$16,000	This is the trimming and removal of dead or diseased trees from city owned park land.
6420 – City Utility Charges	\$45,000	This includes water for irrigation and storm drainage utility fees.
6530 – Landscape Materials and Supplies	\$11,400	This includes \$5,000 to absorb landscaping materials formerly included in the PIR.
6810 – Training & Travel	\$900	This provides continuing education and training for the department staff.

Forestry Department 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.). Approximately one half of the City Forester expenses are billed to the City of Robbinsdale.

	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
City Forester	1.00	1.00	1.00
Seasonal Forestry Assistant	.49	.49	.49

Staff

These personnel are supervised and work in this Department and their personnel expenses are charged to this Department.

- **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 borer 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 the Permanent Improvement Revolving Fund.

2014 Goals and Objectives

- Implement the emerald ash borer management program.
- Work with Staff and Council on City Code changes.
- Respond to resident requests.
- 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.
- Provide design and construction assistance in the street reconstruction projects.
- Manage sighting, planting, and establishing new trees on public lands, planting at least 50 new trees, including reforesting previous street reconstruction project areas.
- Facilitate technically sound in-house tree maintenance.
- Continue contract, grant, and general administration.
- Seek cost-share grant opportunities, submitting application for at least one grant.
- Enforce landscape and tree related Code.
- Manage long grass enforcement program.
- Review new development landscape plans.
- Work cooperatively with other departments.
- Complete the computer based public property tree inventory.

Budget Highlights

Line Item/Description	Amount	Discussion
6315 – Tree Trim / Removal Service	\$46,600	This is the cost for a contractor to trim and remove trees.

City Buildings Department 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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Custodian	0.50	0.50	0.50

Staff

The custodian is supervised and works in this Department and the personnel expenses are charged to this Department.

- 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.

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 revenue and is supported by property taxes.

2014 Goals and Objectives

- Provide reliable, comfortable building environment in which to work and conduct public business.
- Manage heat, ventilation & air conditioning, plumbing, lighting and related equipment.
- Ensure routine maintenance of city buildings.

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 2014 reflect a middle of the road approach.

Line Item/Description	Amount	Discussion
6445 – Building Repair & Maintenance Services	\$5,000	Electrical: \$ 500.00 Fire Alarm System: \$ 700.00 Window Repair & Cleaning: \$ 300.00 Security system/keycard readers: \$ 1,500 Boiler: \$ 1,000 HVAC: \$ 1,000
6450 – Equipment R & M Services	\$12,000	Based on 2011-12 experience: HVAC Repairs: \$ 8,000 Electrical Repairs: \$ 1,500 Door, security system, Council Chambers AV repairs: \$ 2,500
6470 – Service Contracts	\$20,500	Annual service contracts: HVAC system: \$ 8,000 Fire alarms/sprinklers: \$ 1,500 Security systems (City Hall and Community Center) and backflow: \$ 3,600 Copiers: \$ 4,300 Pest Control: \$ 800 Civil defense sirens: \$ 1,500 Carpet cleaning: \$ 800
6610 – Telephone / Mobile Phone	\$15,000	This includes all City local and long distance telephone service, parts and labor to maintain the telephone equipment.

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>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Recreation Director	1.00	1.00	1.00	1.00
Recreation Supervisors	2.15	2.10	2.20	2.20
Office Assistant II	1.00	1.00	1.00	1.00
Recreation Office Clerk	.48	.48	.48	.75
Seasonal Positions	1.77	1.79	2.00	2.00

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.

- **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. This position also backs up the front counter at City Hall as needed.
- **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.
 - 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.

	2012 Registrations	2011 Registrations
Pre-school Activities	723 (does not include open gym numbers)	819 (does not include open gym numbers)
Youth Sports	485	516
Other Youth Activities	680	737
Teens	1140	720
Adult Sports	194 Teams	232 Teams
Other Adult Activities	321	347
Senior Center Membership	300 (year average)	327 (year average)
Senior Classes	297	397
Senior Special Events	3029	1887
Becker Concerts	90 (2 concerts)	225+ (4 concerts)
Warming House	2183	4342
Community Events	3441+	3930+

- Planning and operation of recreation facilities
 - Monitor the use of the 28 city parks and facilities.
 - 2012 - 55 picnic permits and 130 practice field permits issued
 - 2011 – 65 picnic permits and 150 practice field permits issued
 - Operate the Crystal Aquatic Center.
 - Operate the Crystal Community Center, a 32,000 square foot community/senior center.
- Cooperate with the City Engineer and Public Works Department on the development, design, and maintenance of parks and park facilities.
- The Department works closely with the Parks and Recreation Advisory Commission, holding 5 neighborhood meetings each year as well as other community meetings as needed on park issues.
 - 2013 schedule: Twin Oak/POW-MIA, Welcome, Cavanagh, Iron Horse, and Crystal Highlands Parks.

Funding Sources

The Department is funded through the General Fund. Recreation program receipts cover 30.5% of the total department expenditures.

2014 Goals and Objectives

- Identify and provide quality leisure services and recreation facilities in the most efficient manner and at a fair and reasonable cost to the taxpayer
- Consult and cooperate with community groups/agencies to ensure a broad range of recreation opportunities are available and minimize the duplication of services.
- Maintain a program of continual evaluation and assessment of community recreational services in order to plan a variety of leisure activities which meet the needs and desires of our citizens
- Promote and publicize leisure services and programs for all ages and all members of the community including our immigrant population.
- Attract more “baby boomers” to our senior programs.
- Investigate a joint work/social experience program for teens patterned after the Cookie Cart program in north Minneapolis.
- 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.
- Coordinate the activities of the Park and Recreation Commission.
- Maintain current level of recreation programming with the current fee structure.
- Provide several free/low cost community special events throughout the year.
- Continue to work with the Administration Department on revamping the City Newsletter-Recreation Brochure.

Budget Highlights:

Line Item/Description	Amount	Discussion
6305 Contractual Services	56,850	Contracted services for various programs: Youth and teen programs: \$13,500* Adult programs: \$23,050* Senior Programs and Events: \$5,500** Community Events: \$10,300 Misc. handicapped services: \$4,500 * All costs are covered by program fees ** A portion of costs are covered by program fees
6306 Contractual Services – Jt. Programs	22,500	Contracted services for joint programs with other cities/agencies. This was previously included in Contractual Services. Youth and teen programs: \$11,900** Adult programs: \$4,400* Senior Programs and Events: \$4,200** Community Events: \$2,000 * All costs are covered by program fees ** A portion of costs are covered by program fees
6610 Phone Services	2,100	Phone line at Becker for the marquee (\$650) and city cell phones for staff (\$1450).

Crystal Community Center Department Profile and Budget Summary

The Recreation Department is charged with the general operation of the Crystal Community Center (CCC) 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>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Recreation Director	0.00	0.00	0.00	0.00
Facilities Supervisor	1.00	1.00	1.00	1.00
Community Center Supervisors	0.48	0.48	0.48	0.48
Custodians	1.66	1.75	1.75	1.75
Temporary Staff	1.03	1.28	1.22	1.22

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>2012</u>	<u>2011</u>
CCC – Rental Permits	351	340
CCC – Recreation Program Permits	252	219
Forest – Rental Permits	15	11
Forest – School Use Permits	14	9
Forest – Recreation Program Permits	22	21

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>2011 Actual</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</u>
Pool support staff	4.16	5.43	5.20	5.20
Water Safety Instructors	0.51	0.60	0.62	0.62
Cashier/Concession Worker	0.00	0.00	0.54	0.54
Pool/Waterslide Total	4.67	6.03	6.36	6.36

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.
 2012 Attendance – 31,127
 2012 Passes Sold - 667
 2011 Attendance – 33,220
 2011 Passes Sold - 607
- Offer a variety of levels of swim lessons for adults and children.
 2012 – 523 swim lesson registrations
 2011 – 530 swim lesson registrations
- Offer a variety of special events in the pool.
- 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 73.0% fee supported through sales of season tickets, daily admissions and concessions sales.

2014 Goals and Objectives

- To provide an 11 week swimming season – reciprocal with New Hope. Each city would alternate in adding the additional week.
- 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
6003 Salaries	135,200	Staff salary increases to be competitive in the market – especially for lifeguards and wsi positions. Also increased to reflect an 11 week season
6400 Utilities	39,450	Increased to reflect an 11 week season and expected cost increases

6505 Supplies	24,500	Increased to reflect an 11 week season and expected cost increases. This expenditure includes all pool chemicals needed for the season
6520 Commodities for Resale	9,000	Increased to add additional quick service more healthy products such as more yogurt, fruit options

Transfers to Other Funds Budget Summary

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

All of the funds listed below rely on interest earnings for part of their revenues. The continued low interest rates have substantially reduced interest earnings and negatively affected the ability of these funds to carry out their assigned purpose.

- 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. In the 2014 budget, the transfer is reduced to \$401,600. This reduction is replaced by depositing in the PIR the \$188,764 increase in Local Government Aid (LGA) the city will receive in 2014.
- 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 2014 budget with a transfer of \$128,200, a 2% increase.
- 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 \$72,800 for 2014, which is a 2% increase over the 2013 transfer.

No transfer to the Fire Equipment Revolving Fund is planned for 2014 because there is currently \$640,000 in this fund which is used to pay for Crystal's portion of major apparatus purchased by the West Metro Fire District. Based on West Metro's capital budget, there are sufficient funds in this account for purchases anticipated in the foreseeable future.

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00100 GENERAL						
04 MAYOR AND COUNCIL						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	57,224	57,884	58,463	59,632	59,638	59,638
6003 TOTAL SALARIES AND WAGES	57,224	57,884	58,463	59,632	59,638	59,638
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	3,886	4,428	4,472	4,562	4,562	4,562
6120 PERA - DCP	1,553	1,586	1,602	1,634	2,982	2,982
6172 TECHNOLOGY ALLOWANCE				1,750	1,750	1,750
6185 WORKERS COMP INSURANCE	103	116	117	119	149	149
6100 TOTAL EMPLOYEE BENEFITS	5,542	6,130	6,191	8,065	9,443	9,443
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	127	2,000	31,918	9,303	9,303	9,303
6200 TOTAL PROFESSIONAL SERVICES	127	2,000	31,918	9,303	9,303	9,303
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	943	1,957	5,285	1,200	2,000	2,000
6500 TOTAL SUPPLIES	943	1,957	5,285	1,200	2,000	2,000
6600 TOTAL COMMUNICATIONS						
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL		350		200		
6650 TOTAL PRINTING AND ADVERTISING		350		200		
6700 TOTAL INSURANCE						
6705 INSURANCE	1,529	638	506	538	153	153
6700 TOTAL INSURANCE	1,529	638	506	538	153	153
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	157	1,175	38	4,000	5,500	5,500
6820 DUES AND SUBSCRIPTIONS	27,393	26,910	23,054	23,125	23,634	23,634
6830 LICENSES, PERMITS AND TAXES	1,875					
6850 AWARDS	12,259	3,673	5,800	5,000	4,100	4,100
6800 TOTAL MISCELLANEOUS	41,684	31,758	28,892	32,125	33,234	33,234
7300 TOTAL CONTINGENCY						
7305 CONTINGENCY RESERVE				4,950		
7300 TOTAL CONTINGENCY				4,950		
6001 EXPENDITURES AND EXPENSES	107,049	100,717	131,255	116,013	113,771	113,771
04 MAYOR AND COUNCIL	107,049	100,717	131,255	116,013	113,771	113,771

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
06 ADMINISTRATION						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	551,983	535,702	535,555	569,483	581,973	581,973
6015 OVERTIME-REGULAR EMPLOYEES	167	171	3	250	250	250
6003 TOTAL SALARIES AND WAGES	552,150	535,873	535,558	569,733	582,223	582,223
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	39,646	39,713	39,058	42,476	43,536	43,536
6110 PERA - COORDINATED	38,960	38,832	38,834	41,306	42,211	42,211
6140 HEALTH INSURANCE	49,813	52,134	44,462	55,064	62,094	62,094
6142 HEALTH SAVINGS ACCOUNTS	1,854	4,988	4,320			
6145 DENTAL INSURANCE	1,019	1,068	978	1,026	1,026	1,026
6150 LIFE INSURANCE	510	513	517	519	519	519
6155 RETIRE HLTH SAVINGS PLAN	5,854	5,405	5,577	5,764	5,830	5,830
6172 TECHNOLOGY ALLOWANCE				270	270	270
6175 AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	6,000
6185 WORKERS COMP INSURANCE	3,071	3,257	3,245	3,458	3,112	3,112
6195 COMPENSATED ABSENCES		12,006	989			
6100 TOTAL EMPLOYEE BENEFITS	146,727	163,916	143,979	155,883	164,598	164,598
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	4,982	7,687	15,118	6,000	10,500	10,500
6225 BANK CHARGES & CR CARD FEES	123	310	140	500	360	360
6200 TOTAL PROFESSIONAL SERVICES	5,105	7,998	15,258	6,500	10,860	10,860
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	43,848	42,399	28,394	43,974	85,356	85,356
6300 TOTAL CONTRACTUAL SERVICES	43,848	42,399	28,394	43,974	85,356	85,356
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	15,858	18,460	17,633	21,700	18,600	18,600
6440 TOTAL REPAIR & MAINT SERVICES	15,858	18,460	17,633	21,700	18,600	18,600
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	193					
6480 TOTAL RENTALS	193					
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	23,440	17,926	46,608	25,000	23,400	23,400
6535 EQUIP MAINT SUPPLIES	560	400				
6500 TOTAL SUPPLIES	23,999	18,326	46,608	25,000	23,400	23,400
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	28,104	22,769	17,596	30,000	21,000	21,000
6610 PHONE SERVICES	1,316	1,309	3,102	2,500	3,500	3,500
6615 COMMUNICATION CONNECT CHARGES	270	270	270			
6620 DELIVERY CHARGES	264	244	160	400	300	300
6600 TOTAL COMMUNICATIONS	29,954	24,591	21,127	32,900	24,800	24,800
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	12,071	8,867	35,002	40,000	35,000	35,000
6660 PRINTING - NOTICES/ORDINANCES	1,746	1,260	1,633	1,000	1,000	1,000
6665 PRINTING - GENERAL	646	867	753	1,000	800	800
6650 TOTAL PRINTING AND ADVERTISING	14,463	10,995	37,389	42,000	36,800	36,800

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6700 TOTAL INSURANCE						
6705 INSURANCE	3,558	4,008	4,626	4,367	1,415	1,415
6700 TOTAL INSURANCE	3,558	4,008	4,626	4,367	1,415	1,415
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	7,518	7,452	9,301	9,000	9,000	9,000
6820 DUES AND SUBSCRIPTIONS	3,671	3,924	3,847	4,300	4,300	4,300
6850 AWARDS	3,597	4,374	3,732	4,500	4,500	4,500
6800 TOTAL MISCELLANEOUS	14,786	15,750	16,879	17,800	17,800	17,800
6001 EXPENDITURES AND EXPENSES	850,641	842,314	867,451	919,857	965,852	965,852
06 ADMINISTRATION	850,641	842,314	867,451	919,857	965,852	965,852

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
08 HUMAN RESOURCES DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6100 TOTAL EMPLOYEE BENEFITS						
6180 EDUCATIONAL ASSISTANCE	8,513	4,237	5,263	8,000	6,000	6,000
6100 TOTAL EMPLOYEE BENEFITS	8,513	4,237	5,263	8,000	6,000	6,000
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	20,288	26,656	50,565	30,000	25,000	25,000
6270 MEDICAL EXAMS & EVALUATIONS	931	7,009	8,799	7,000	9,000	9,000
6200 TOTAL PROFESSIONAL SERVICES	21,220	33,665	59,364	37,000	34,000	34,000
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	7,149	11,811	7,528	8,101	8,502	8,502
6300 TOTAL CONTRACTUAL SERVICES	7,149	11,811	7,528	8,101	8,502	8,502
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS			3,210	3,210	3,210	3,210
6440 TOTAL REPAIR & MAINT SERVICES			3,210	3,210	3,210	3,210
6650 TOTAL PRINTING AND ADVERTISING						
6695 ADVERTISING - EMPLOYMENT	3,284	3,083	435	1,000	500	500
6650 TOTAL PRINTING AND ADVERTISING	3,284	3,083	435	1,000	500	500
6700 TOTAL INSURANCE						
6705 INSURANCE	179	135	122	109	27	27
6700 TOTAL INSURANCE	179	135	122	109	27	27
6001 EXPENDITURES AND EXPENSES	40,345	52,931	75,922	57,420	52,239	52,239
08 HUMAN RESOURCES DEPARTMENT	40,345	52,931	75,922	57,420	52,239	52,239

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
10 ASSESSING DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	38,746	39,427	39,986	40,477	40,882	40,882
6015 OVERTIME-REGULAR EMPLOYEES	164	69	130			
6003 TOTAL SALARIES AND WAGES	38,910	39,496	40,116	40,477	40,882	40,882
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	2,609	2,634	2,666	3,096	3,127	3,127
6110 PERA - COORDINATED	2,838	2,875	2,909	2,935	2,964	2,964
6140 HEALTH INSURANCE	9,915	11,111	9,202	9,943	11,312	11,312
6150 LIFE INSURANCE	17	17	17	17	17	17
6155 RETIRE HLTH SAVINGS PLAN	610	621	621	535	538	538
6185 WORKERS COMP INSURANCE	230	257	266	262	217	217
6100 TOTAL EMPLOYEE BENEFITS	16,219	17,515	15,681	16,788	18,175	18,175
6200 TOTAL PROFESSIONAL SERVICES						
6210 ASSESSOR SERVICES - HENN CO	134,783	136,514	135,789	142,000	145,000	145,000
6320 LOGIS SERVICES			8,019	12,484	13,927	13,927
6200 TOTAL PROFESSIONAL SERVICES	134,783	136,514	143,808	154,484	158,927	158,927
6600 TOTAL COMMUNICATIONS						
6615 COMMUNICATION CONNECT CHARGES	1,992	2,615	2,442	2,500	2,400	2,400
6600 TOTAL COMMUNICATIONS	1,992	2,615	2,442	2,500	2,400	2,400
6700 TOTAL INSURANCE						
6705 INSURANCE	284	318	363	390	170	170
6700 TOTAL INSURANCE	284	318	363	390	170	170
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	7					
6800 TOTAL MISCELLANEOUS	7					
6001 EXPENDITURES AND EXPENSES	192,194	196,458	202,410	214,639	220,554	220,554
10 ASSESSING DEPARTMENT	192,194	196,458	202,410	214,639	220,554	220,554

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
12 LEGAL DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6250 LEGAL SERVICES - GENERAL	80,146	92,702	92,554	90,000	93,000	93,000
6200 TOTAL PROFESSIONAL SERVICES	80,146	92,702	92,554	90,000	93,000	93,000
6001 EXPENDITURES AND EXPENSES	80,146	92,702	92,554	90,000	93,000	93,000
12 LEGAL DEPARTMENT	80,146	92,702	92,554	90,000	93,000	93,000

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
14 ELECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6015 OVERTIME-REGULAR EMPLOYEES	565		2,156		2,200	2,200
6050 SALARIES/WAGES-TEMP EMPLOYEES	31,430		32,311		42,608	42,608
6003 TOTAL SALARIES AND WAGES	31,994		34,467		44,808	44,808
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	43		146		168	168
6110 PERA - COORDINATED	35		156		160	160
6185 WORKERS COMP INSURANCE	28		151		246	246
6100 TOTAL EMPLOYEE BENEFITS	106		454		574	574
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	2,850	2,850	2,850	3,600	10,391	10,391
6440 TOTAL REPAIR & MAINT SERVICES	2,850	2,850	2,850	3,600	10,391	10,391
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	454		200		625	625
6480 TOTAL RENTALS	454		200		625	625
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	2,159	217	3,020	500	3,000	3,000
6500 TOTAL SUPPLIES	2,159	217	3,020	500	3,000	3,000
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE				500	600	600
6620 DELIVERY CHARGES	587	358	34	100	500	500
6600 TOTAL COMMUNICATIONS	587	358	34	600	1,100	1,100
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	450		622			
6665 PRINTING - GENERAL	1,951		1,442		2,500	2,500
6650 TOTAL PRINTING AND ADVERTISING	2,401		2,064		2,500	2,500
6700 TOTAL INSURANCE						
6705 INSURANCE	23	196	34	214	2	2
6700 TOTAL INSURANCE	23	196	34	214	2	2
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	199		95	125	200	200
6800 TOTAL MISCELLANEOUS	199		95	125	200	200
6001 EXPENDITURES AND EXPENSES	40,774	3,620	43,217	5,039	63,200	63,200
14 ELECTION DEPARTMENT	40,774	3,620	43,217	5,039	63,200	63,200

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
16 FINANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	268,855	271,000	273,921	279,026	288,031	288,031
6015 OVERTIME-REGULAR EMPLOYEES	5,964	1,281	2,025	1,737	2,100	2,100
6050 SALARIES/WAGES-TEMP EMPLOYEES	4,369					
6003 TOTAL SALARIES AND WAGES	279,188	272,281	275,945	280,763	290,131	290,131
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	20,385	19,909	20,217	21,478	22,195	22,195
6110 PERA - COORDINATED	19,261	19,740	20,006	20,355	21,034	21,034
6140 HEALTH INSURANCE	33,931	32,039	26,921	36,240	41,065	41,065
6142 HEALTH SAVINGS ACCOUNTS	1,854	7,200	6,480			
6145 DENTAL INSURANCE	528	528	768	768	768	768
6150 LIFE INSURANCE	80	80	80	81	81	81
6155 RETIRE HLTH SAVINGS PLAN	2,892	2,924	2,937	3,025	3,087	3,087
6185 WORKERS COMP INSURANCE	1,641	1,767	1,786	1,820	1,538	1,538
6100 TOTAL EMPLOYEE BENEFITS	80,571	84,187	79,195	83,767	89,768	89,768
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	3,114	3,887	4,705	4,800	4,800	4,800
6215 AUDIT SERVICES	26,200	25,900	26,500	26,700	27,100	27,100
6200 TOTAL PROFESSIONAL SERVICES	29,314	29,787	31,205	31,500	31,900	31,900
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	565	693	651	720	720	720
6320 LOGIS SERVICES	43,539	45,502	45,751	48,448	50,313	50,313
6300 TOTAL CONTRACTUAL SERVICES	44,103	46,195	46,402	49,168	51,033	51,033
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	674	806	806	810	800	800
6440 TOTAL REPAIR & MAINT SERVICES	674	806	806	810	800	800
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,014	800	805	1,000	930	930
6500 TOTAL SUPPLIES	1,014	800	805	1,000	930	930
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	209	210	572	780	600	600
6620 DELIVERY CHARGES	52	25	16	60	60	60
6600 TOTAL COMMUNICATIONS	261	235	588	840	660	660
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	2,659	2,916	2,758	3,000	3,000	3,000
6665 PRINTING - GENERAL	901	1,337	810	1,500	1,140	1,140
6650 TOTAL PRINTING AND ADVERTISING	3,560	4,254	3,568	4,500	4,140	4,140
6700 TOTAL INSURANCE						
6705 INSURANCE	3,121	3,438	3,871	3,208	1,665	1,665
6700 TOTAL INSURANCE	3,121	3,438	3,871	3,208	1,665	1,665
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	104	805	683	1,200	1,600	1,600
6820 DUES AND SUBSCRIPTIONS	430	345	345	360	420	420
6830 LICENSES, PERMITS AND TAXES					150	150

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6840 BOOKS AND PUBLICATIONS	40	50	220	60	60	60
6800 TOTAL MISCELLANEOUS	574	1,200	1,248	1,620	2,230	2,230
6001 EXPENDITURES AND EXPENSES	442,380	443,182	443,633	457,176	473,257	473,257
16 FINANCE DEPARTMENT	442,380	443,182	443,633	457,176	473,257	473,257

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
18 POLICE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	2,515,475	2,602,639	2,659,540	2,727,714	2,730,295	2,730,295
6015 OVERTIME-REGULAR EMPLOYEES	111,109	118,214	105,905	135,000	120,000	120,000
6050 SALARIES/WAGES-TEMP EMPLOYEES	7,097	3,889				
6003 TOTAL SALARIES AND WAGES	2,633,681	2,724,742	2,765,444	2,862,714	2,850,295	2,850,295
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	57,808	61,343	62,220	64,158	69,886	69,886
6110 PERA - COORDINATED	27,581	29,956	33,111	34,790	34,871	34,871
6115 PERA - POLICE	307,062	323,913	331,219	343,130	362,506	362,506
6140 HEALTH INSURANCE	346,443	345,599	307,097	360,439	433,376	433,376
6142 HEALTH SAVINGS ACCOUNTS	4,481	14,744	22,396			
6145 DENTAL INSURANCE	5,016	4,752	6,240	6,912	5,760	5,760
6150 LIFE INSURANCE	876	872	880	989	989	989
6155 RETIRE HLTH SAVINGS PLAN	55,891	56,939	59,776	59,788	53,047	53,047
6170 CLOTHING & CLOTHING ALLOW	14,093	19,957	22,741	25,000	25,000	25,000
6185 WORKERS COMP INSURANCE	66,183	74,125	76,322	80,470	73,120	73,120
6190 UNEMPLOYMENT INSURANCE	2,111	2,869	4,679			
6195 COMPENSATED ABSENCES	10,529	786	31,983			
6100 TOTAL EMPLOYEE BENEFITS	898,073	935,855	958,664	975,676	1,058,555	1,058,555
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	36,952	55,800	47,338	60,000	55,000	55,000
6225 BANK CHARGES & CR CARD FEES	125	124	139	120	120	120
6260 LEGAL SERVICES - PROSECUTION	100,862	101,057	113,137	110,000	110,000	110,000
6200 TOTAL PROFESSIONAL SERVICES	137,939	156,981	160,613	170,120	165,120	165,120
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		2,083				
6320 LOGIS SERVICES	70,246	70,785	72,563	82,545	84,988	84,988
6325 PRISONER SERVICES	58,717	48,313	64,582	55,000	57,000	57,000
6330 ANIMAL CONTROL -CITY/NEW HOPE	36,067	34,457	34,894	39,500	38,500	38,500
6335 ANIMAL CONTROL -PUPS & OTHER	19,620	21,921	20,587	22,900	23,900	23,900
6337 AUTOMATED PAWN SYS -CITY/MPLS	12,587	9,398	13,048	12,000	13,000	13,000
6300 TOTAL CONTRACTUAL SERVICES	197,237	186,958	205,674	211,945	217,388	217,388
6400 TOTAL UTILITIES						
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES	6,060	2,420	2,498	5,200	4,800	4,800
6455 VEHICLE R & M SERVICES	15,350	28,578	21,194	26,000	26,200	26,200
6470 SERVICE CONTRACTS	5,115	1,993	7,735	6,000	8,000	8,000
6440 TOTAL REPAIR & MAINT SERVICES	26,525	32,990	31,427	37,200	39,000	39,000
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	5,304	5,602	5,351	6,000	5,700	5,700
6480 TOTAL RENTALS	5,304	5,602	5,351	6,000	5,700	5,700
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	20,091	24,332	28,609	26,400	24,000	24,000
6515 AMMUNITION & GUN RANGE USE	10,126	6,752	7,638	7,000	9,000	9,000
6525 BLDG REPAIR/MAINT SUPPLIES	132	691	539	1,000	800	800
6535 EQUIP MAINT SUPPLIES	1,951	3,695	5,131	4,000	3,750	3,750

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6540 VEHICLE SUPPLIES	17,299	14,058	13,167	16,000	15,000	15,000
6545 MOTOR FUELS	83,553	103,442	95,875	106,000	100,000	100,000
6555 SAFETY SUPPLIES	587	376	254	600	540	540
6500 TOTAL SUPPLIES	133,737	153,345	151,213	161,000	153,090	153,090
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	12,560	11,285	13,508	18,200	15,000	15,000
6615 COMMUNICATION CONNECT CHARGES	37,915	36,207	36,072	39,000	39,000	39,000
6600 TOTAL COMMUNICATIONS	50,476	47,491	49,580	57,200	54,000	54,000
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	2,985	1,540	3,174	3,000	3,000	3,000
6650 TOTAL PRINTING AND ADVERTISING	2,985	1,540	3,174	3,000	3,000	3,000
6700 TOTAL INSURANCE						
6705 INSURANCE	24,470	26,339	29,292	28,530	40,725	40,725
6700 TOTAL INSURANCE	24,470	26,339	29,292	28,530	40,725	40,725
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	22,962	23,064	22,722	24,800	24,800	24,800
6820 DUES AND SUBSCRIPTIONS	850	1,515	1,887	2,000	2,000	2,000
6830 LICENSES, PERMITS AND TAXES	875	1,387	1,371	1,800	1,500	1,500
6840 BOOKS AND PUBLICATIONS	62	500	62	800	800	800
6850 AWARDS	393	121	499	500	800	800
6875 BAD DEBT		352	343			
6880 SWAT	7,832	7,210	5,928	7,000	7,000	7,000
6881 COMPLIANCE CHECKS	212	117	124	250	250	250
6882 CRIME PREV & COMM POLICING	5,214	4,359	4,119	5,300	5,000	5,000
6883 NEIGHBORHOOD OUTREACH	3,428	2,521	2,276	3,200	2,500	2,500
6800 TOTAL MISCELLANEOUS	41,829	41,146	39,331	45,650	44,650	44,650
6001 EXPENDITURES AND EXPENSES	4,152,255	4,312,990	4,399,763	4,559,035	4,631,523	4,631,523
18 POLICE DEPARTMENT	4,152,255	4,312,990	4,399,763	4,559,035	4,631,523	4,631,523

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
20 FIRE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6240 FIRE PROTECTION SERVICES	999,908	991,617	964,578	954,718	968,214	968,214
6241 FIRE STATE PENSION AID>W METRO				206,786	206,000	206,000
6200 TOTAL PROFESSIONAL SERVICES	999,908	991,617	964,578	1,161,504	1,174,214	1,174,214
6700 TOTAL INSURANCE						
6705 INSURANCE	269	245	257	322	454	454
6700 TOTAL INSURANCE	269	245	257	322	454	454
6001 EXPENDITURES AND EXPENSES	1,000,177	991,862	964,835	1,161,826	1,174,668	1,174,668
20 FIRE DEPARTMENT	1,000,177	991,862	964,835	1,161,826	1,174,668	1,174,668

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
22 PLANNING & CODE ENFORCEMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	146,078	146,550	150,452	155,278	140,163	140,163
6015 OVERTIME-REGULAR EMPLOYEES	506	9	84	208	214	214
6003 TOTAL SALARIES AND WAGES	146,584	146,559	150,537	155,486	140,377	140,377
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	10,637	10,139	10,557	11,895	10,739	10,739
6110 PERA - COORDINATED	9,667	10,579	10,914	11,273	10,177	10,177
6140 HEALTH INSURANCE	20,031	21,074	17,921	20,841	24,224	24,224
6142 HEALTH SAVINGS ACCOUNTS	977	1,150	1,080			
6145 DENTAL INSURANCE	138	127	192	192	230	230
6150 LIFE INSURANCE	48	46	47	47	44	44
6155 RETIRE HLTH SAVINGS PLAN	1,059	1,047	1,071	1,712	1,644	1,644
6185 WORKERS COMP INSURANCE	631	693	715	762	771	771
6100 TOTAL EMPLOYEE BENEFITS	43,188	44,855	42,497	46,722	47,829	47,829
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,705		530	750	500	500
6200 TOTAL PROFESSIONAL SERVICES	2,705		530	750	500	500
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	66	139	63	150	150	150
6440 TOTAL REPAIR & MAINT SERVICES	66	139	63	150	150	150
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	70	47	158	300	260	260
6540 VEHICLE SUPPLIES	254	95	3	100	100	100
6545 MOTOR FUELS	1,166	1,475	1,639	1,500	1,700	1,700
6500 TOTAL SUPPLIES	1,490	1,617	1,800	1,900	2,060	2,060
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	444	450	346	250	250	250
6620 DELIVERY CHARGES	26		11			
6600 TOTAL COMMUNICATIONS	470	450	357	250	250	250
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	686	1,610	944	750	800	800
6665 PRINTING - GENERAL	356			500	500	500
6650 TOTAL PRINTING AND ADVERTISING	1,042	1,610	944	1,250	1,300	1,300
6700 TOTAL INSURANCE						
6705 INSURANCE	968	1,063	1,200	1,154	18,273	18,273
6700 TOTAL INSURANCE	968	1,063	1,200	1,154	18,273	18,273
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	35	311	9	500	300	300
6820 DUES AND SUBSCRIPTIONS	250	250	260	250	200	200
6830 LICENSES, PERMITS AND TAXES	15		16	40	40	40
6875 BAD DEBT	12,168					
6800 TOTAL MISCELLANEOUS	12,468	561	285	790	540	540

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6001 EXPENDITURES AND EXPENSES	208,981	196,854	198,212	208,452	211,279	211,279
22 PLANNING & CODE ENFORCEMENT	208,981	196,854	198,212	208,452	211,279	211,279

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
24 BLDG INSPECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	141,353	142,341	139,497	148,874	135,669	135,669
6015 OVERTIME-REGULAR EMPLOYEES				51	50	50
6003 TOTAL SALARIES AND WAGES	141,353	142,341	139,497	148,925	135,719	135,719
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	9,980	9,878	9,882	11,393	10,382	10,382
6110 PERA - COORDINATED	9,334	10,320	10,043	10,797	9,840	9,840
6140 HEALTH INSURANCE	20,490	19,507	14,904	18,300	24,620	24,620
6145 DENTAL INSURANCE	110	101	90	154	154	154
6150 LIFE INSURANCE	58	61	52	56	51	51
6155 RETIRE HLTH SAVINGS PLAN	753	1,250	685	914	748	748
6185 WORKERS COMP INSURANCE	623	689	665	745	740	740
6100 TOTAL EMPLOYEE BENEFITS	41,347	41,805	36,320	42,359	46,535	46,535
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			5,164			
6225 BANK CHARGES & CR CARD FEES	4,701	4,620	4,425	5,000	5,000	5,000
6200 TOTAL PROFESSIONAL SERVICES	4,701	4,620	9,589	5,000	5,000	5,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		7,582	29,694	22,400	22,400	22,400
6320 LOGIS SERVICES	24,223	24,098	23,799	24,941	25,327	25,327
6300 TOTAL CONTRACTUAL SERVICES	24,223	31,680	53,493	47,341	47,727	47,727
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	199	494	125	150	250	250
6440 TOTAL REPAIR & MAINT SERVICES	199	494	125	150	250	250
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	213	173	48	300	230	230
6540 VEHICLE SUPPLIES	21	305	27	100	100	100
6545 MOTOR FUELS	1,052	1,372	1,574	1,400	1,600	1,600
6500 TOTAL SUPPLIES	1,287	1,849	1,649	1,800	1,930	1,930
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	484	488	623	540	540	540
6600 TOTAL COMMUNICATIONS	484	488	623	540	540	540
6650 TOTAL PRINTING AND ADVERTISING						
6700 TOTAL INSURANCE						
6705 INSURANCE	1,103	1,221	1,357	1,289	663	663
6700 TOTAL INSURANCE	1,103	1,221	1,357	1,289	663	663
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	975	777	1,705	1,000	1,000	1,000
6820 DUES AND SUBSCRIPTIONS	300	350	325	400	400	400
6830 LICENSES, PERMITS AND TAXES	84		32	50	50	50
6840 BOOKS AND PUBLICATIONS	275	49		100	50	50
6800 TOTAL MISCELLANEOUS	1,633	1,176	2,062	1,550	1,500	1,500
6001 EXPENDITURES AND EXPENSES	216,330	225,676	244,714	248,954	239,864	239,864

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
24 BLDG INSPECTION DEPARTMENT	216,330	225,676	244,714	248,954	239,864	239,864

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
26 HOUSING INSPECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	127,899	130,624	110,351	112,175	157,841	157,841
6003 TOTAL SALARIES AND WAGES	127,899	130,624	110,351	112,175	157,841	157,841
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	10,131	9,889	8,809	8,581	12,075	12,075
6110 PERA - COORDINATED	9,407	9,446	7,997	8,133	11,443	11,443
6140 HEALTH INSURANCE	17,124	11,325	6,261	9,888	17,695	17,695
6142 HEALTH SAVINGS ACCOUNTS			1,800			
6145 DENTAL INSURANCE	374	260	320		730	730
6150 LIFE INSURANCE	64	55	51	55	64	64
6155 RETIRE HLTH SAVINGS PLAN	1,619	1,173	1,035	993	1,280	1,280
6185 WORKERS COMP INSURANCE	648	690	599	552	863	863
6195 COMPENSATED ABSENCES			6,885			
6100 TOTAL EMPLOYEE BENEFITS	39,367	32,838	33,758	28,202	44,150	44,150
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	250	250	691	250	250	250
6225 BANK CHARGES & CR CARD FEES	537	446	335	500	500	500
6200 TOTAL PROFESSIONAL SERVICES	787	696	1,026	750	750	750
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	1,485	1,485	1,485	1,485	1,663	1,663
6300 TOTAL CONTRACTUAL SERVICES	1,485	1,485	1,485	1,485	1,663	1,663
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	11	127	1,765	200	200	200
6440 TOTAL REPAIR & MAINT SERVICES	11	127	1,765	200	200	200
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES			84	150	180	180
6540 VEHICLE SUPPLIES	2	225	19	100	200	200
6545 MOTOR FUELS	721	1,053	759	1,100	900	900
6500 TOTAL SUPPLIES	723	1,278	862	1,350	1,280	1,280
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	280	277	302	300	300	300
6600 TOTAL COMMUNICATIONS	280	277	302	300	300	300
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	132	415	325	400	360	360
6650 TOTAL PRINTING AND ADVERTISING	132	415	325	400	360	360
6700 TOTAL INSURANCE						
6705 INSURANCE	832	921	1,039	986	404	404
6700 TOTAL INSURANCE	832	921	1,039	986	404	404
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	370		106	450	400	400
6830 LICENSES, PERMITS AND TAXES	15		16	20	20	20
6875 BAD DEBT	5,992					

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6800 TOTAL MISCELLANEOUS	6,377		122	470	420	420
6001 EXPENDITURES AND EXPENSES	177,894	168,662	151,036	146,318	207,368	207,368
26 HOUSING INSPECTION DEPARTMENT	177,894	168,662	151,036	146,318	207,368	207,368

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
28 HEALTH DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	15,088	14,802	13,581	14,982	15,639	15,639
6003 TOTAL SALARIES AND WAGES	15,088	14,802	13,581	14,982	15,639	15,639
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	846	1,050	980	1,146	1,196	1,196
6110 PERA - COORDINATED	691	1,072	981	1,086	1,134	1,134
6140 HEALTH INSURANCE	1,142	4,013	1,402	1,840	2,085	2,085
6145 DENTAL INSURANCE		92	22	38	38	38
6150 LIFE INSURANCE	3	10	4	5	5	5
6155 RETIRE HLTH SAVINGS PLAN	31	134	48	145	148	148
6185 WORKERS COMP INSURANCE	47	78	68	77	85	85
6100 TOTAL EMPLOYEE BENEFITS	2,760	6,449	3,505	4,337	4,691	4,691
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	4,002	2,036	3,326	4,000		
6200 TOTAL PROFESSIONAL SERVICES	4,002	2,036	3,326	4,000		
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		4,275			4,000	4,000
6300 TOTAL CONTRACTUAL SERVICES		4,275			4,000	4,000
6400 TOTAL UTILITIES						
6415 RUBBISH REMOVAL	2,504	5,547	5,757	4,500	3,300	3,300
6400 TOTAL UTILITIES	2,504	5,547	5,757	4,500	3,300	3,300
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	318	24	314	100	100	100
6500 TOTAL SUPPLIES	318	24	314	100	100	100
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES			24	50	50	50
6650 TOTAL PRINTING AND ADVERTISING			24	50	50	50
6700 TOTAL INSURANCE						
6705 INSURANCE	125	136	134	138	38	38
6700 TOTAL INSURANCE	125	136	134	138	38	38
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL			7			
6875 BAD DEBT	1,194	561	241			
6800 TOTAL MISCELLANEOUS	1,194	561	248			
6001 EXPENDITURES AND EXPENSES	25,990	33,829	26,890	28,107	27,818	27,818
28 HEALTH DEPARTMENT	25,990	33,829	26,890	28,107	27,818	27,818

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
30 ENGINEERING DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	236,781	238,396	242,778	246,287	254,333	254,333
6050 SALARIES/WAGES-TEMP EMPLOYEES		8,944	13,293	9,600		
6055 OVERTIME-TEMP EMPLOYEES		146	380			
6003 TOTAL SALARIES AND WAGES	236,781	247,486	256,451	255,887	254,333	254,333
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	17,962	18,745	19,342	19,575	19,457	19,457
6110 PERA - COORDINATED	16,595	17,284	17,602	17,856	18,439	18,439
6140 HEALTH INSURANCE	20,648	24,628	21,132	22,928	25,983	25,983
6145 DENTAL INSURANCE	726	792	1,152	1,152	1,152	1,152
6150 LIFE INSURANCE	68	68	68	69	69	69
6155 RETIRE HLTH SAVINGS PLAN	2,674	2,697	2,710	2,787	2,849	2,849
6185 WORKERS COMP INSURANCE	1,021	1,163	1,237	1,203	1,399	1,399
6100 TOTAL EMPLOYEE BENEFITS	59,694	65,377	63,243	65,570	69,348	69,348
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES				75	75	75
6455 VEHICLE R & M SERVICES	15	13	6	75	75	75
6470 SERVICE CONTRACTS	373	224	205	300	300	300
6440 TOTAL REPAIR & MAINT SERVICES	389	237	212	450	450	450
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,041	745	1,269	1,200	1,040	1,040
6540 VEHICLE SUPPLIES	6	8	5	100	100	100
6545 MOTOR FUELS	685	1,242	1,108	1,300	1,200	1,200
6500 TOTAL SUPPLIES	1,733	1,996	2,383	2,600	2,340	2,340
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	880	689	1,451	1,560	1,500	1,500
6600 TOTAL COMMUNICATIONS	880	689	1,451	1,560	1,500	1,500
6650 TOTAL PRINTING AND ADVERTISING						
6700 TOTAL INSURANCE						
6705 INSURANCE	1,444	1,544	1,998	1,913	849	849
6700 TOTAL INSURANCE	1,444	1,544	1,998	1,913	849	849
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,218	1,196	1,804	1,000	1,400	1,400
6820 DUES AND SUBSCRIPTIONS	571	985	600	800	800	800
6830 LICENSES, PERMITS AND TAXES	150	46	168	200	200	200
6800 TOTAL MISCELLANEOUS	1,939	2,227	2,571	2,000	2,400	2,400
6001 EXPENDITURES AND EXPENSES	302,859	319,555	328,309	329,980	331,220	331,220
30 ENGINEERING DEPARTMENT	302,859	319,555	328,309	329,980	331,220	331,220

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
32 STREET MAINTENANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	445,619	417,381	433,822	449,819	453,488	453,488
6015 OVERTIME-REGULAR EMPLOYEES	9,255	5,064	4,058	5,000	7,500	7,500
6050 SALARIES/WAGES-TEMP EMPLOYEES		12,304	14,774	18,002	18,002	18,002
6055 OVERTIME-TEMP EMPLOYEES		116	124			
6060 DEMO REIMB FROM EDA/TIF FUNDS	28,131-	27,468-	30,971-	10,250-		
6003 TOTAL SALARIES AND WAGES	426,743	407,396	421,807	462,571	478,990	478,990
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	33,910	32,166	33,071	36,171	36,643	36,643
6110 PERA - COORDINATED	31,875	30,619	31,747	32,974	33,422	33,422
6140 HEALTH INSURANCE	60,619	65,845	57,114	68,851	77,894	77,894
6142 HEALTH SAVINGS ACCOUNTS	1,854	2,400	4,320			
6145 DENTAL INSURANCE	1,584	1,122	1,536	1,536	1,536	1,536
6150 LIFE INSURANCE	194	178	179	184	184	184
6155 RETIRE HLTH SAVINGS PLAN	5,032	4,874	5,293	5,017	5,038	5,038
6170 CLOTHING & CLOTHING ALLOW	2,762	2,390	2,448	2,625	2,625	2,625
6185 WORKERS COMP INSURANCE	19,388	19,409	20,431	21,517	22,493	22,493
6195 COMPENSATED ABSENCES	2,309	15,948				
6100 TOTAL EMPLOYEE BENEFITS	159,527	174,953	156,138	168,875	179,835	179,835
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	16,497	545	378			
6300 TOTAL CONTRACTUAL SERVICES	16,497	545	378			
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	18,398	17,375	16,132	18,000	15,800	15,800
6410 GAS SERVICE	9,247	9,205	6,571	9,300	9,000	9,000
6415 RUBBISH REMOVAL	1,233	1,096	1,528	1,200	1,200	1,200
6420 CITY UTILITY CHARGES	1,213	1,158	888	1,200	1,000	1,000
6400 TOTAL UTILITIES	30,091	28,834	25,119	29,700	27,000	27,000
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	439	619	4,738	3,500	3,500	3,500
6450 EQUIPMENT R & M SERVICES	2,173	3,318	1,593	3,000	3,000	3,000
6455 VEHICLE R & M SERVICES	6,456	3,148	7,704	4,000	5,000	5,000
6470 SERVICE CONTRACTS	2,189	696	540	1,500	1,000	1,000
6471 PAINTING - SIGNALS & STRIPING		20,058	13,379	12,000	12,000	12,000
6440 TOTAL REPAIR & MAINT SERVICES	11,257	27,839	27,955	24,000	24,500	24,500
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	246		824	500	1,500	1,500
6480 TOTAL RENTALS	246		824	500	1,500	1,500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	5,998	8,165	4,074	6,000	5,400	5,400
6525 BLDG REPAIR/MAINT SUPPLIES	1,581	6,951	954	2,000	1,200	1,200
6535 EQUIP MAINT SUPPLIES	6,712	6,767	6,622	8,000	6,800	6,800
6540 VEHICLE SUPPLIES	9,246	11,636	7,872	13,000	12,300	12,300
6545 MOTOR FUELS	27,351	35,210	34,866	36,000	36,000	36,000
6550 STREET MAINTENANCE MATERIALS	34,965	46,833	41,217	45,000	40,000	40,000
6555 SAFETY SUPPLIES	807	1,084	1,045	1,200	1,100	1,100
6560 STREET SIGNS & POSTS	3,143	2,601	3,968	4,000	3,600	3,600

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6500 TOTAL SUPPLIES	89,804	119,248	100,619	115,200	106,400	106,400
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	507	529	879	980	930	930
6600 TOTAL COMMUNICATIONS	507	529	879	980	930	930
6700 TOTAL INSURANCE						
6705 INSURANCE	18,448	18,966	18,217	17,907	13,932	13,932
6700 TOTAL INSURANCE	18,448	18,966	18,217	17,907	13,932	13,932
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,650	1,159	738	1,600	1,600	1,600
6820 DUES AND SUBSCRIPTIONS	340	526	778	500	800	800
6830 LICENSES, PERMITS AND TAXES	774	494	965	600	1,000	1,000
6800 TOTAL MISCELLANEOUS	2,764	2,179	2,481	2,700	3,400	3,400
6001 EXPENDITURES AND EXPENSES	755,884	780,488	754,417	822,433	836,487	836,487
32 STREET MAINTENANCE DEPARTMENT	755,884	780,488	754,417	822,433	836,487	836,487

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34 PARK MAINTENANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	319,696	300,449	301,155	324,082	321,787	321,787
6015 OVERTIME-REGULAR EMPLOYEES	5,908	1,855	3,196	3,900	3,900	3,900
6050 SALARIES/WAGES-TEMP EMPLOYEES	10,920	25,635	18,465	21,600	21,600	21,600
6055 OVERTIME-TEMP EMPLOYEES	112	209	51	200	200	200
6060 DEMO REIMB FROM EDATIF FUNDS		729-	402-	250-		
6003 TOTAL SALARIES AND WAGES	336,635	327,419	322,466	349,532	347,487	347,487
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	24,031	24,378	23,401	26,758	26,583	26,583
6110 PERA - COORDINATED	22,822	21,917	22,066	23,779	23,612	23,612
6140 HEALTH INSURANCE	46,028	35,276	39,160	56,121	66,993	66,993
6142 HEALTH SAVINGS ACCOUNTS	1,854	600	2,160			
6145 DENTAL INSURANCE	528	330	768	768	384	384
6150 LIFE INSURANCE	137	124	129	138	138	138
6155 RETIRE HLTH SAVINGS PLAN	3,510	3,017	3,079	3,207	2,846	2,846
6170 CLOTHING & CLOTHING ALLOW	1,736	1,700	1,689	1,875	1,875	1,875
6185 WORKERS COMP INSURANCE	7,248	7,633	7,524	8,279	8,250	8,250
6190 UNEMPLOYMENT INSURANCE		87	1,735			
6100 TOTAL EMPLOYEE BENEFITS	107,893	95,061	101,711	120,925	130,681	130,681
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	8,776	8,996	16,571	18,400	19,000	19,000
6315 TREE TRIM / REMOVAL SERVICES	13,097	24,282	17,311	15,000	16,000	16,000
6300 TOTAL CONTRACTUAL SERVICES	21,873	33,277	33,882	33,400	35,000	35,000
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	20,625	20,701	17,241	21,000	17,600	17,600
6410 GAS SERVICE	6,988	10,075	6,181	10,200	9,800	9,800
6415 RUBBISH REMOVAL	1,616	1,245	1,353	1,500	1,400	1,400
6420 CITY UTILITY CHARGES	48,758	44,798	46,064	48,000	45,000	45,000
6400 TOTAL UTILITIES	77,987	76,818	70,840	80,700	73,800	73,800
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	5,097	1,260	6,022	5,000	6,000	6,000
6450 EQUIPMENT R & M SERVICES	3,226	7,803	4,562	3,000	6,000	6,000
6455 VEHICLE R & M SERVICES	1,510	1,758	492	1,500	1,500	1,500
6470 SERVICE CONTRACTS	1,111	736	652	800	800	800
6440 TOTAL REPAIR & MAINT SERVICES	10,945	11,557	11,728	10,300	14,300	14,300
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	528	218	225	500	500	500
6480 TOTAL RENTALS	528	218	225	500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	10,202	15,370	12,484	13,500	13,000	13,000
6525 BLDG REPAIR/MAINT SUPPLIES	78	127	1,115	1,200	1,150	1,150
6530 LANDSCAPE MAT'LS & SUPPLIES	8,192	6,489	9,993	14,200	11,400	11,400
6535 EQUIP MAINT SUPPLIES	2,464	3,444	2,521	2,500	2,500	2,500
6540 VEHICLE SUPPLIES	3,069	1,427	2,772	6,000	4,800	4,800
6545 MOTOR FUELS	20,519	26,501	26,290	27,200	27,000	27,000
6555 SAFETY SUPPLIES	790	457	878	800	800	800
6565 PLAYGROUND MAINT SUPPLIES	10,687	11,415	9,537	12,000	13,000	13,000

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6570 BALLFIELD MAINT SUPPLIES	4,451	3,657	3,511	6,000	4,800	4,800
6571 TRAIL MAINTENANCE MATERIALS		371	5,252	6,000	5,700	5,700
6500 TOTAL SUPPLIES	60,452	69,259	74,352	89,400	84,150	84,150
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	236	252	659	780	720	720
6600 TOTAL COMMUNICATIONS	236	252	659	780	720	720
6700 TOTAL INSURANCE						
6705 INSURANCE	40,538	36,542	37,512	37,515	33,799	33,799
6700 TOTAL INSURANCE	40,538	36,542	37,512	37,515	33,799	33,799
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,051	873	264	1,400	900	900
6820 DUES AND SUBSCRIPTIONS	65	111	93	150	150	150
6830 LICENSES, PERMITS AND TAXES	218		243	250	250	250
6840 BOOKS AND PUBLICATIONS		65	104	100	100	100
6800 TOTAL MISCELLANEOUS	1,334	1,049	704	1,900	1,400	1,400
6001 EXPENDITURES AND EXPENSES	658,421	651,454	654,080	724,952	721,837	721,837
34 PARK MAINTENANCE DEPARTMENT	658,421	651,454	654,080	724,952	721,837	721,837

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36 FORESTRY DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	55,623	58,668	58,213	59,381	59,975	59,975
6015 OVERTIME-REGULAR EMPLOYEES	100	34	818	800	800	800
6050 SALARIES/WAGES-TEMP EMPLOYEES	14,377	11,830	15,165	15,001	15,001	15,001
6055 OVERTIME-TEMP EMPLOYEES			23			
6003 TOTAL SALARIES AND WAGES	70,100	70,532	74,218	75,182	75,776	75,776
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	5,270	5,433	5,716	5,751	5,797	5,797
6110 PERA - COORDINATED	3,905	4,256	4,280	4,363	4,406	4,406
6140 HEALTH INSURANCE	600	600	600	900	900	900
6150 LIFE INSURANCE	23	23	23	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	728	732	736	755	760	760
6185 WORKERS COMP INSURANCE	1,896	2,067	2,190	2,222	2,251	2,251
6100 TOTAL EMPLOYEE BENEFITS	12,422	13,111	13,546	14,014	14,137	14,137
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	11,372	11,046	7,515	13,000	11,500	11,500
6315 TREE TRIM / REMOVAL SERVICES	38,844	50,668	46,694	50,000	46,600	46,600
6300 TOTAL CONTRACTUAL SERVICES	50,215	61,713	54,209	63,000	58,100	58,100
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES		144	2,122		500	500
6440 TOTAL REPAIR & MAINT SERVICES		144	2,122		500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,030	897	783	1,000	900	900
6530 LANDSCAPE MAT'LS & SUPPLIES	426		485	500	570	570
6535 EQUIP MAINT SUPPLIES		60	73	250	200	200
6540 VEHICLE SUPPLIES	567	453	217	300	240	240
6545 MOTOR FUELS	949	1,045	1,248	1,100	1,200	1,200
6500 TOTAL SUPPLIES	2,972	2,455	2,807	3,150	3,110	3,110
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES			330	720	500	500
6600 TOTAL COMMUNICATIONS			330	720	500	500
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	29		54	100	150	150
6665 PRINTING - GENERAL			240	100	100	100
6650 TOTAL PRINTING AND ADVERTISING	29		294	200	250	250
6700 TOTAL INSURANCE						
6705 INSURANCE	579	638	701	695	322	322
6700 TOTAL INSURANCE	579	638	701	695	322	322
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	559	611	769	575	750	750
6820 DUES AND SUBSCRIPTIONS	265	240	340	250	300	300
6830 LICENSES, PERMITS AND TAXES	50	10	56	150	125	125
6840 BOOKS AND PUBLICATIONS				100	100	100
6875 BAD DEBT	367	29	99	360	120	120
6800 TOTAL MISCELLANEOUS	1,240	890	1,264	1,435	1,395	1,395

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6001 EXPENDITURES AND EXPENSES	137,557	149,482	149,491	158,396	154,090	154,090
36 FORESTRY DEPARTMENT	137,557	149,482	149,491	158,396	154,090	154,090

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
38 CITY BUILDINGS						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	20,625	15,863	18,388	18,684	18,871	18,871
6003 TOTAL SALARIES AND WAGES	20,625	15,863	18,388	18,684	18,871	18,871
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	1,139	1,063	1,265	1,429	1,444	1,444
6110 PERA - COORDINATED	1,445	1,150	1,333	1,355	1,368	1,368
6140 HEALTH INSURANCE	10,936	8,209	7,044	7,643	8,661	8,661
6150 LIFE INSURANCE	18	11	11	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	238	150	150	150	150	150
6170 CLOTHING & CLOTHING ALLOW	349	350	349	188	188	188
6185 WORKERS COMP INSURANCE	719	586	688	696	738	738
6100 TOTAL EMPLOYEE BENEFITS	14,844	11,519	10,840	11,484	12,572	12,572
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	39,415	39,908	38,106	40,000	38,000	38,000
6410 GAS SERVICE	12,656	13,246	7,443	13,500	12,000	12,000
6415 RUBBISH REMOVAL	1,461	1,184	1,184	1,200	1,140	1,140
6420 CITY UTILITY CHARGES	7,269	11,035	7,916	11,000	8,400	8,400
6400 TOTAL UTILITIES	60,802	65,372	54,648	65,700	59,540	59,540
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	3,570	4,629	23,320	5,000	5,000	5,000
6450 EQUIPMENT R & M SERVICES	11,398	13,743	8,969	15,000	12,000	12,000
6470 SERVICE CONTRACTS	19,740	13,175	19,255	20,500	20,500	20,500
6440 TOTAL REPAIR & MAINT SERVICES	34,708	31,547	51,545	40,500	37,500	37,500
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	6,256	5,315	176			
6480 TOTAL RENTALS	6,256	5,315	176			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	4,135	2,429	4,027	5,000	4,700	4,700
6510 PAPER PRODUCTS	2,605	3,579	3,169			
6525 BLDG REPAIR/MAINT SUPPLIES	734	1,331	1,461	2,200	1,740	1,740
6535 EQUIP MAINT SUPPLIES	745	1,022	30	300	300	300
6555 SAFETY SUPPLIES	796	946	1,767	1,000	1,500	1,500
6500 TOTAL SUPPLIES	9,015	9,306	10,454	8,500	8,240	8,240
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	8,879	13,372	13,207	21,000	15,000	15,000
6600 TOTAL COMMUNICATIONS	8,879	13,372	13,207	21,000	15,000	15,000
6700 TOTAL INSURANCE						
6705 INSURANCE	7,836	7,668	7,474	6,866	5,673	5,673
6700 TOTAL INSURANCE	7,836	7,668	7,474	6,866	5,673	5,673
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		143	9	100	150	150
6830 LICENSES, PERMITS AND TAXES	130	130	130	170	170	170
6800 TOTAL MISCELLANEOUS	130	273	139	270	320	320
6001 EXPENDITURES AND EXPENSES	163,095	160,234	166,872	173,004	157,716	157,716

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
38 CITY BUILDINGS	163,095	160,234	166,872	173,004	157,716	157,716

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40 RECREATION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	267,776	289,969	296,249	316,043	338,140	338,140
6050 SALARIES/WAGES-TEMP EMPLOYEES	53,366	40,410	41,387	47,425	43,725	43,725
6003 TOTAL SALARIES AND WAGES	321,141	330,379	337,636	363,468	381,865	381,865
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	23,059	23,647	24,510	27,808	29,215	29,215
6110 PERA - COORDINATED	23,674	21,273	21,821	23,298	24,901	24,901
6140 HEALTH INSURANCE	45,832	54,808	44,492	49,552	64,808	64,808
6145 DENTAL INSURANCE			384	384	384	384
6150 LIFE INSURANCE	84	91	91	115	127	127
6155 RETIRE HLTH SAVINGS PLAN	2,709	2,461	2,482	2,565	2,837	2,837
6185 WORKERS COMP INSURANCE	3,561	3,737	3,897	4,216	5,120	5,120
6190 UNEMPLOYMENT INSURANCE	815	640	1,714			
6100 TOTAL EMPLOYEE BENEFITS	99,734	106,656	99,391	107,938	127,392	127,392
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			325			
6225 BANK CHARGES & CR CARD FEES	6,305	4,935	4,988	6,300	5,600	5,600
6200 TOTAL PROFESSIONAL SERVICES	6,305	4,935	5,313	6,300	5,600	5,600
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	68,779	75,171	86,551	77,200	56,850	56,850
6306 CONTRACT SERV - JOINT REC PROG					22,500	22,500
6320 LOGIS SERVICES	22,072	22,986	23,078	23,921	24,141	24,141
6300 TOTAL CONTRACTUAL SERVICES	90,852	98,157	109,628	101,121	103,491	103,491
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES			1,573			
6470 SERVICE CONTRACTS	2,761	1,985	909	2,300	1,100	1,100
6440 TOTAL REPAIR & MAINT SERVICES	2,761	1,985	2,482	2,300	1,100	1,100
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	610	722	699	1,150	1,500	1,500
6490 RENTALS - OFFICE EQUIPMENT	6,799	6,283	5,408	6,500	5,600	5,600
6495 RENTALS - MACHINERY & EQUIP	4,003	4,075	3,551	4,200	4,000	4,000
6480 TOTAL RENTALS	11,412	11,081	9,657	11,850	11,100	11,100
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	19,310	20,533	18,480	22,775	20,725	20,725
6520 COMMODITIES PURCH FOR RESALE	10,047	9,568	8,821	11,100	9,500	9,500
6500 TOTAL SUPPLIES	29,357	30,101	27,301	33,875	30,225	30,225
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	8,240	6,660	968	3,000	2,000	2,000
6610 PHONE SERVICES	1,544	1,525	1,980	1,600	2,100	2,100
6600 TOTAL COMMUNICATIONS	9,784	8,185	2,948	4,600	4,100	4,100
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	16,517	17,634	244	200	300	300
6665 PRINTING - GENERAL				100		
6690 ADVERTISING - GENERAL	25		32	250	250	250
6695 ADVERTISING - EMPLOYMENT			287	200	200	200

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6650 TOTAL PRINTING AND ADVERTISING	16,541	17,634	563	750	750	750
6700 TOTAL INSURANCE						
6705 INSURANCE	2,393	2,726	3,168	2,950	908	908
6700 TOTAL INSURANCE	2,393	2,726	3,168	2,950	908	908
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,926	1,650	838	1,000	1,200	1,200
6820 DUES AND SUBSCRIPTIONS	3,898	2,881	2,012	3,880	3,100	3,100
6830 LICENSES, PERMITS AND TAXES	144					
6850 AWARDS	3,065	2,551	1,764	3,625	3,135	3,135
6875 BAD DEBT	158					
6800 TOTAL MISCELLANEOUS	9,191	7,082	4,614	8,505	7,435	7,435
6001 EXPENDITURES AND EXPENSES	599,472	618,923	602,702	643,657	673,966	673,966
40 RECREATION DEPARTMENT	599,472	618,923	602,702	643,657	673,966	673,966

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
42 COMMUNITY CENTER						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	140,390	145,158	148,756	149,525	153,966	153,966
6015 OVERTIME-REGULAR EMPLOYEES			171		200	200
6050 SALARIES/WAGES-TEMP EMPLOYEES	24,448	18,602	24,322	22,000	22,100	22,100
6003 TOTAL SALARIES AND WAGES	164,838	163,760	173,249	171,525	176,266	176,266
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	12,243	12,168	12,884	13,122	13,485	13,485
6110 PERA - COORDINATED	10,694	13,537	12,240	12,276	12,613	12,613
6140 HEALTH INSURANCE	8,654	9,409	9,068	9,443	18,222	18,222
6145 DENTAL INSURANCE	88					
6150 LIFE INSURANCE	57	57	57	58	58	58
6155 RETIRE HLTH SAVINGS PLAN	1,725	1,736	1,799	2,009	2,020	2,020
6170 CLOTHING & CLOTHING ALLOW	686	688	746	420	420	420
6185 WORKERS COMP INSURANCE	1,803	1,896	2,838	1,982	2,398	2,398
6100 TOTAL EMPLOYEE BENEFITS	35,950	39,491	39,632	39,310	49,216	49,216
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	900	7,297	6,947	1,000	7,200	7,200
6300 TOTAL CONTRACTUAL SERVICES	900	7,297	6,947	1,000	7,200	7,200
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	42,292	44,556	43,870	45,000	46,000	46,000
6410 GAS SERVICE	20,467	19,543	12,682	20,000	20,600	20,600
6415 RUBBISH REMOVAL	1,623	1,289	1,242	1,500	1,500	1,500
6420 CITY UTILITY CHARGES	13,814	15,296	18,280	15,000	18,000	18,000
6400 TOTAL UTILITIES	78,196	80,685	76,074	81,500	86,100	86,100
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	14,168	9,026	12,126	8,000	8,000	8,000
6450 EQUIPMENT R & M SERVICES	909	2,275	6,535	3,000	3,000	3,000
6470 SERVICE CONTRACTS	9,244	9,687	8,129	9,660	10,170	10,170
6440 TOTAL REPAIR & MAINT SERVICES	24,321	20,988	26,790	20,660	21,170	21,170
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	9,399	10,161	9,636	9,800	9,800	9,800
6510 PAPER PRODUCTS	5,624	1,725	2,671	5,700	5,700	5,700
6525 BLDG REPAIR/MAINT SUPPLIES	135	236	396	500	500	500
6535 EQUIP MAINT SUPPLIES	158		31	500	500	500
6500 TOTAL SUPPLIES	15,316	12,122	12,734	16,500	16,500	16,500
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	1,769	1,829	2,192	2,300	2,300	2,300
6600 TOTAL COMMUNICATIONS	1,769	1,829	2,192	2,300	2,300	2,300
6700 TOTAL INSURANCE						
6705 INSURANCE	8,928	8,549	8,661	8,879	8,037	8,037
6700 TOTAL INSURANCE	8,928	8,549	8,661	8,879	8,037	8,037
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	602	368	40	290	300	300
6875 BAD DEBT	1,353	2,196				
6800 TOTAL MISCELLANEOUS	1,955	2,564	40	290	300	300

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6001 EXPENDITURES AND EXPENSES	332,172	337,284	346,319	341,964	367,089	367,089
42 COMMUNITY CENTER	332,172	337,284	346,319	341,964	367,089	367,089

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
44 WATERSLIDE / SWIMMING POOL						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6050 SALARIES/WAGES-TEMP EMPLOYEES	102,141	94,240	113,855	126,200	135,200	135,200
6003 TOTAL SALARIES AND WAGES	102,141	94,240	113,855	126,200	135,200	135,200
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	7,814	7,209	8,710	9,654	10,343	10,343
6110 PERA - COORDINATED	209	24	20	530	84	84
6185 WORKERS COMP INSURANCE	2,758	2,761	3,370	3,730	4,015	4,015
6100 TOTAL EMPLOYEE BENEFITS	10,781	9,995	12,100	13,914	14,442	14,442
6200 TOTAL PROFESSIONAL SERVICES						
6225 BANK CHARGES & CR CARD FEES					350	350
6200 TOTAL PROFESSIONAL SERVICES					350	350
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,127	944	2,137	1,500	1,500	1,500
6300 TOTAL CONTRACTUAL SERVICES	2,127	944	2,137	1,500	1,500	1,500
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	12,000	12,642	13,789	13,000	14,500	14,500
6410 GAS SERVICE	10,244	11,587	8,042	12,000	12,000	12,000
6415 RUBBISH REMOVAL	272	309	296	350	350	350
6420 CITY UTILITY CHARGES	10,852	10,169	11,653	12,000	12,600	12,600
6400 TOTAL UTILITIES	33,367	34,707	33,780	37,350	39,450	39,450
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	629	1,505	532	600	600	600
6450 EQUIPMENT R & M SERVICES	950	1,722	620	1,000	1,000	1,000
6470 SERVICE CONTRACTS			191	170	200	200
6440 TOTAL REPAIR & MAINT SERVICES	1,579	3,227	1,343	1,770	1,800	1,800
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	22,134	21,367	23,067	25,500	24,500	24,500
6520 COMMODITIES PURCH FOR RESALE	12,230	123	8,250	6,350	9,000	9,000
6525 BLDG REPAIR/MAINT SUPPLIES	425	164	256	600	600	600
6535 EQUIP MAINT SUPPLIES		307		400	400	400
6500 TOTAL SUPPLIES	34,788	21,961	31,573	32,850	34,500	34,500
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	72	71		75	240	240
6600 TOTAL COMMUNICATIONS	72	71		75	240	240
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	452	465	335	500	500	500
6690 ADVERTISING - GENERAL	1,443	1,831	920	1,600	1,600	1,600
6650 TOTAL PRINTING AND ADVERTISING	1,895	2,296	1,255	2,100	2,100	2,100
6700 TOTAL INSURANCE						
6705 INSURANCE	15,099	15,827	16,079	16,482	14,562	14,562
6700 TOTAL INSURANCE	15,099	15,827	16,079	16,482	14,562	14,562
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		702	293	800	600	600

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6830 LICENSES, PERMITS AND TAXES	875	642	806	850	850	850
6840 BOOKS AND PUBLICATIONS	657	313	447	600	600	600
6800 TOTAL MISCELLANEOUS	1,532	1,657	1,546	2,250	2,050	2,050
6001 EXPENDITURES AND EXPENSES	203,380	184,925	213,668	234,491	246,194	246,194
44 WATERSLIDE / SWIMMING POOL	203,380	184,925	213,668	234,491	246,194	246,194

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
48 OPERATING TRANSFERS						
6001 EXPENDITURES AND EXPENSES						
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS			600,000			
7427 TRANSFER OUT- PERF FUND	94,850	102,300	114,400	125,700	128,200	128,200
7430 TRANSFER OUT- PIR FUND	621,100	493,250	659,000	645,520	401,600	401,600
7432 TRANSFER OUT- FIRE EQ REV FUND	281,900	725,000				
7435 TRANSFER OUT- STR MAINT FUND	65,300	167,250	69,300	71,400	72,800	72,800
7400 TOTAL TRANSFERS OUT	1,063,150	1,487,800	1,442,700	842,620	602,600	602,600
6001 EXPENDITURES AND EXPENSES	1,063,150	1,487,800	1,442,700	842,620	602,600	602,600
48 OPERATING TRANSFERS	1,063,150	1,487,800	1,442,700	842,620	602,600	602,600
00100 GENERAL	11,751,145	12,351,943	12,500,450	12,484,333	12,565,592	12,565,592

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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. 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 2014

No major projects are budgeted for 2014. This fund returns a set amount of tax increment back to the property owners as part of a development agreement. The three property owners are the Cub Foods store, the Liquor Store, and the Anthony Center. Revenue notes are payable only if sufficient tax increment is generated by the properties. For the 2014 budget, it is estimated that \$111,551 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 Economic Development Authority and provide funding for 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. The loan balance was \$134,000 as of December 31, 2012. It is expected that TIF District #2154 will be to repay the loan by the end of 2016.

FINANCIAL ANALYSIS

Tax Increment District #2151 Fund	2013 Budget	2014 Budget
Cash & Investments - Beginning Balance	\$ 154,588	\$ 197,513
<i><u>Revenues</u></i>		
Property Tax - Tax Increment	108,000	110,000
Investment Income	800	1,100
Principal repayment from TIF Dist. #2154	30,000	45,000
Interest payment from TIF District #2154	4,950	4,360
<i><u>Expenditures</u></i>		
District Administrative Costs	(2,101)	(2,068)
<i><u>Debt Service</u></i>		
Principal Payment on Pay-as-you-go Note	(41,376)	(61,316)
Interest Payment on Pay-as-you-go Note	(55,148)	(50,235)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,200)	(2,000)
Cash & Investments - Ending Balance	\$ 197,513	\$ 242,354

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00206 TIF #2151 - ANTHONY SHOP CTR						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	106,081-	104,277-	107,867-	108,000-	110,000-	110,000-
4015 PROP TAX - DELINQUENT	13,565-		282-			
4005 TOTAL PROPERTY TAXES	119,646-	104,277-	108,149-	108,000-	110,000-	110,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	362-	385-				
4345 TOTAL STATE INTERGOVERNMENTAL	362-	385-				
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	949-	1,390-	1,452-	800-	1,100-	1,100-
4810 INTEREST - INTERNAL FUNDS	6,750-	6,233-	5,833-	4,950-	4,360-	4,360-
4880 CHANGE IN F.V. OF INVESTMENTS	89-	362-	314			
4800 TOTAL INVESTMENT EARNINGS	7,788-	7,985-	6,971-	5,750-	5,460-	5,460-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER			850-			
4900 TOTAL MISCELLANEOUS			850-			
5100 TOTAL TRANSFERS IN						
4001 REVENUES	127,796-	112,647-	115,970-	113,750-	115,460-	115,460-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	879	928	1,915	2,000	2,000	2,000
6250 LEGAL SERVICES - GENERAL	1,102	109	850			
6200 TOTAL PROFESSIONAL SERVICES	1,981	1,036	2,765	2,000	2,000	2,000
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	24	34	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	24	24	34	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	32	30	35	61	28	28
6700 TOTAL INSURANCE	32	30	35	61	28	28
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	39,073	35,251	39,965	41,376	61,316	61,316
7120 INTEREST EXPENSE	64,610	61,503	58,453	55,148	50,235	50,235
7100 TOTAL DEBT SERVICE	103,683	96,754	98,418	96,524	111,551	111,551
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	208	1,500	1,480	2,200	2,000	2,000
7400 TOTAL TRANSFERS OUT	208	1,500	1,480	2,200	2,000	2,000
6001 EXPENDITURES AND EXPENSES	105,928	99,345	102,731	100,825	115,619	115,619
4000 REVENUES AND EXPENDITURES	21,868-	13,302-	13,239-	12,925-	159	159
00206 TIF #2151 - ANTHONY SHOP CTR	21,868-	13,302-	13,239-	12,925-	159	159

Fund: Tax Increment Financing District #2153
Fund Number: 208 **Dept. No. 66**
District Name: Housing Replacement District #2

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.

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. It will be possible to still expend any remaining District money in future years for existing obligations.

MAJOR OBJECTIVES FOR 2014

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

Housing District #2 is the funding source the Economic Development Authority's local match for state-funded interest rate buy-down for Community Fix-Up Fund loans to homeowners. For the past three years, this district also allocated approximately \$9,000 annually to provide down payment assistance to encourage the purchase and rehab of vacant houses using FHA/HUD's 203K loan program. That program did not achieve great success in Crystal (only three properties) or within metro area suburbs in general, so those funds will be directed to the Home improvement Rebate Program for 2014.

Housing District #2 began to supplement funds from the Economic Development Authority for the home improvement rebate program administered by the Greater Metropolitan Housing Corporation in 2013. Expenditures of the remaining funds in this district for the rebate program will continue into 2014 so that the district may be closed.

FINANCIAL ANALYSIS

Tax Increment District #2153 Fund	2013 Budget	2014 Budget
Cash & Investments – Beginning Balance	\$ 215,334	\$ 98,433
<i>Revenues</i>		
Property Tax - Tax Increment	12,000	
Investment Income	400	100
<i>Expenditures</i>		
District Administrative Costs	(1,101)	(1,268)
Community Fix-up	(36,000)	(27,000)
Home Improvement Rebate Program	(90,000)	(68,265)
<i>Transfers</i>		
Transfer Out – EDA Fund	(2,200)	(2,000)
Cash & Investments – Ending Balance	\$ 98,433	\$ 0

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00208 TIF #2153 - PHASE 2 HOUSING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	14,536-	14,460-	11,924-	12,000-		
4005 TOTAL PROPERTY TAXES	14,536-	14,460-	11,924-	12,000-		
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	1,348-	1,230-				
4345 TOTAL STATE INTERGOVERNMENTAL	1,348-	1,230-				
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	3,961-	3,836-	3,317-	400-	100-	100-
4880 CHANGE IN F.V. OF INVESTMENTS	371-	1,000-	718			
4800 TOTAL INVESTMENT EARNINGS	4,332-	4,835-	2,599-	400-	100-	100-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	20,216-	20,525-	14,523-	12,400-	100-	100-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	484	869	1,646	1,000	1,200	1,200
6200 TOTAL PROFESSIONAL SERVICES	484	869	1,646	1,000	1,200	1,200
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES			4,308	36,000	27,000	27,000
6346 HOME IMP REBATE PROG				81,000	60,680	60,680
6347 HOME IMP REBATE PROG - ADMIN				9,000	7,585	7,585
6300 TOTAL CONTRACTUAL SERVICES			4,308	126,000	95,265	95,265
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	21	24	34	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	21	24	34	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	105	21	35	61	28	28
6700 TOTAL INSURANCE	105	21	35	61	28	28
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	100	250	1,606	2,200	2,000	2,000
7400 TOTAL TRANSFERS OUT	100	250	1,606	2,200	2,000	2,000
6001 EXPENDITURES AND EXPENSES	710	1,164	7,629	129,301	98,533	98,533
4000 REVENUES AND EXPENDITURES	19,506-	19,361-	6,895-	116,901	98,433	98,433
00208 TIF #2153 - PHASE 2 HOUSING	19,506-	19,361-	6,895-	116,901	98,433	98,433

Fund: Tax Increment Financing District #2154
Fund Number: 209 **Dept. No. 68**
District Name: TIF Redevelopment District #3

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.

As of December 31, 2012, the loan balances were \$134,000 owed to TIF District 2151 and \$170,000 owed to TIF District #2155.

MAJOR OBJECTIVES FOR 2014

No development projects are planned for 2014.

It is expected that in 2014, District 2154 will pay about \$8,560 of interest on the loan and repay about \$90,000 on the principal of the loan.

FINANCIAL ANALYSIS

Tax Increment District #2154 Fund	2013 Budget	2014 Budget
Cash & Investments – Beginning Balance	\$ 2,420	\$ 52
<i><u>Revenues</u></i>		
Property Tax - Tax Increment	113,000	104,000
Investment Income	100	50
<i><u>Expenditures</u></i>		
District Administrative Costs	(2,101)	(1,068)
<i><u>Debt Activity</u></i>		
Principal payment to TIF District #2151	(30,000)	(45,000)
Interest Payment to TIF District #2151	(4,950)	(4,360)
Principal payment to TIF District #2155	(70,000)	(45,000)
Interest Payment to TIF District #2155	(6,217)	(4,200)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,200)	(2,000)
Cash & Investments - Ending Balance	\$ 52	\$ 2,474

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00209 TIF #2154 - SUBURBAN MOTEL						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	99,104-	101,152-	101,494-	113,000-	104,000-	104,000-
4005 TOTAL PROPERTY TAXES	99,104-	101,152-	101,494-	113,000-	104,000-	104,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	161-	184-	281-	100-	50-	50-
4880 CHANGE IN F.V. OF INVESTMENTS	15-	48-	61			
4800 TOTAL INVESTMENT EARNINGS	176-	232-	220-	100-	50-	50-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	99,280-	101,384-	101,714-	113,100-	104,050-	104,050-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	765	924	1,890	2,000	1,000	1,000
6200 TOTAL PROFESSIONAL SERVICES	765	924	1,890	2,000	1,000	1,000
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	24	34	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	24	24	34	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	12	12	35	61	28	28
6700 TOTAL INSURANCE	12	12	35	61	28	28
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE	21,100	17,970	14,770	11,167	8,560	8,560
7100 TOTAL DEBT SERVICE	21,100	17,970	14,770	11,167	8,560	8,560
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	215	1,207	1,606	2,200	2,000	2,000
7400 TOTAL TRANSFERS OUT	215	1,207	1,606	2,200	2,000	2,000
6001 EXPENDITURES AND EXPENSES	22,116	20,137	18,335	15,468	11,628	11,628
4000 REVENUES AND EXPENDITURES	77,163-	81,247-	83,379-	97,632-	92,422-	92,422-
00209 TIF #2154 - SUBURBAN MOTEL	77,163-	81,247-	83,379-	97,632-	92,422-	92,422-

Fund: Tax Increment Financing District #2155
Fund Number: 210 **Dept. No. 70**
District Name: TIF Housing District #4

DESCRIPTION OF ACTIVITY

This fund accounts for collection and disbursement of tax revenues for activities within TIF District #2155, LaNel Apartments and Assisted Living Facility. The LaNel (originally the Lamplighter) Apartment Complex was re-developed and expanded to include a new 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.

TIF District #2155 provided financing for TIF District #2154 (Suburban Motel) in the form of an internal loan. The loan balance was \$170,000 as of December 31, 2012. It is expected that TIF District #2154 will be to repay the loan by the end of 2016.

MAJOR OBJECTIVES FOR 2014

For the 2014 budget, it is estimated that \$70,486 will be paid to the developer on the 2002 tax increment revenue note. Housing District #4 began to supplement funds from the Economic Development Authority and other TIF districts for the home improvement rebate program in 2013 and will increase its funding of the rebate program in 2014.

FINANCIAL ANALYSIS

Tax Increment District #2155 Fund	2013 Budget	2014 Budget
Cash & Investments - Beginning Balance	\$ 1,114,499	\$ 1,217,970
<i><u>Revenues</u></i>		
Property Tax – Tax Increment	144,000	144,000
Investment Income	3,800	9,000
Principal repayment from TIF Dist. #2154	70,000	45,000
Interest payment from TIF District. #2154	6,217	4,200
Miscellaneous revenues		13,200
<i><u>Expenditures</u></i>		
District Administrative Costs	(2,101)	(2,068)
Home Improvement Rebate Program	(29,700)	(116,600)
<i><u>Debt Activity</u></i>		
Principal Payment on Pay-as-you-go Note	(54,193)	(41,141)
Interest Payment on Pay-as-you-go Note	(32,352)	(29,345)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,200)	(2,000)
Cash & Investments - Ending Balance	\$ 1,217,970	\$ 1,242,216

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Budget Report

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00210 TIF #2155 - LAMPLIGHTER						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	156,743-	144,227-	144,226-	144,000-	144,000-	144,000-
4005 TOTAL PROPERTY TAXES	156,743-	144,227-	144,226-	144,000-	144,000-	144,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	3,556-	6,206-	7,150-	3,800-	9,000-	9,000-
4810 INTEREST - INTERNAL FUNDS	14,350-	11,737-	8,937-	6,217-	4,200-	4,200-
4880 CHANGE IN F.V. OF INVESTMENTS	333-	1,618-	1,547			
4800 TOTAL INVESTMENT EARNINGS	18,239-	19,560-	14,540-	10,017-	13,200-	13,200-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS			43,272-		13,200-	13,200-
4900 TOTAL MISCELLANEOUS			43,272-		13,200-	13,200-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	174,982-	163,787-	202,038-	154,017-	170,400-	170,400-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	922	1,063	3,622	2,000	2,000	2,000
6346 HOME IMP REBATE PROG				26,450	105,065	105,065
6347 HOME IMP REBATE PROG - ADMIN				3,250	11,535	11,535
6200 TOTAL PROFESSIONAL SERVICES	922	1,063	3,622	31,700	118,600	118,600
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	24	34	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	24	24	34	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	24	24	35	61	28	28
6700 TOTAL INSURANCE	24	24	35	61	28	28
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	34,037	41,936	50,590	54,193	41,141	41,141
7120 INTEREST EXPENSE	41,558	39,134	35,955	32,352	29,345	29,345
7100 TOTAL DEBT SERVICE	75,595	81,070	86,545	86,545	70,486	70,486
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	306	1,600	2,042	2,200	2,000	2,000
7400 TOTAL TRANSFERS OUT	306	1,600	2,042	2,200	2,000	2,000
6001 EXPENDITURES AND EXPENSES	76,870	83,781	92,278	120,546	191,154	191,154
4000 REVENUES AND EXPENDITURES	98,112-	80,006-	109,760-	33,471-	20,754	20,754
00210 TIF #2155 - LAMPLIGHTER	98,112-	80,006-	109,760-	33,471-	20,754	20,754

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</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 residential and commercial 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 2153 and 2155.

2014 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 2014.
- Continue to identify opportunities for redevelopment within commercial and industrial areas identified as potential redevelopment areas.
- Maintain 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 funding sources for down payment assistance to encourage the purchase and rehab of vacant houses using the EDA's local match for state-funded interest rate buy-down for Community Fix-Up Fund loans to homeowners.
- 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 district 2153 prior to expiration.

Budget Highlights:

Limited revenues derived from lot sales are identified in the 2014 budget, but such sales are uncertain. Correspondingly, funds available for property acquisitions are dependent to a certain extent on land sales.

The Bass Lake Road/Becker Park TIF District expired at the end of 2009. Since then the District has been able to spend the money it had as of the expiration date on projects that were already committed. Money remaining in the fund as of this date came entirely from sources other than tax increments. As such, the funds and remaining land inventory purchased with 2150 funds were transferred to the EDA Fund at the end of 2012.

With regard to the Home Improvement Incentive Rebate Program, the 2014 budget assumes that available increment in TIF housing replacement district #2 (2153) will supplant the TIF 2150 funds for projects in households at less than 80% Area Median Income (AMI). The 2014 EDA budget includes funds for projects in households at 80%-120% of AMI.

FINANCIAL ANALYSIS

Economic Development Authority Fund #220	2013 Budget	2014 Budget
Cash & Investments - Beginning Balance	\$1,988,199	\$2,094,637
<i>Revenues</i>		
Property Tax	239,156	208,000
Development Note Principal	27,470	28,860
Administrative Charges	16,000	16,000
Sale of Property	325,000	1,296,000
Investment Income	26,000	27,000
Development Note Interest	4,780	3,390
Miscellaneous Revenue	54,000	1,000
Transfers in from other funds	11,000	8,000
Total Revenues	703,406	1,588,250
<i>Expenditures</i>		
Personnel Costs	134,501	127,442
Operating Expenses	185,467	193,380
Home Improvement Rebate Program	52,000	44,400
Property Purchases	225,000	100,000
Transfer to Major Building Replacement		500,000
Transfer to P.I.R., Bass Lake Rd Streetscape		150,000
	596,968	1,115,222
Cash & Investments - Ending Balance	\$2,094,637	\$2,567,665

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00220 EDA						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	287,409-	254,043-	266,140-	239,156-	208,000-	208,000-
4015 PROP TAX - DELINQUENT	3,642-	3,949-	3,715-			
4020 PROP TAX - PENALTIES/ INTEREST	3	30,888-	40,496-			
4005 TOTAL PROPERTY TAXES	291,048-	288,880-	310,351-	239,156-	208,000-	208,000-
4300 TOTAL FED INTERGOVERNMENTAL						
4329 FEDERAL - CDBG - NSP PROG	421,123-	66,412-	13,524-			
4300 TOTAL FED INTERGOVERNMENTAL	421,123-	66,412-	13,524-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	16,731-	16,380-				
4345 TOTAL STATE INTERGOVERNMENTAL	16,731-	16,380-				
4390 TOTAL OTHER INTERGOVERNMENTAL						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4402 ADMIN CHARGES - NONTAXABLE			2,000-			
4419 PRINCIPAL PYMTS - LOANS & C4D	586-	1,297-	2,969-			
4422 PRINCIPAL PYMTS - HEATHERS	23,687-	24,886-	26,146-	27,470-	28,860-	28,860-
4425 ISSUER FEES ON CONDUIT DEBT	16,249-	16,106-	15,801-	16,000-	16,000-	16,000-
4437 SALE OF LAND HELD FOR RESALE	70,000-	42,100-	119,527-	325,000-	1,296,000-	1,296,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	110,522-	84,389-	166,443-	368,470-	1,340,860-	1,340,860-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	58,060-	50,797-	42,611-	26,000-	27,000-	27,000-
4825 INTEREST - HEATHERS NOTE	8,563-	7,364-	6,104-	4,780-	3,390-	3,390-
4880 CHANGE IN F.V. OF INVESTMENTS	5,442-	13,240-	9,217-			
4800 TOTAL INVESTMENT EARNINGS	72,065-	71,400-	39,498-	30,780-	30,390-	30,390-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	41,548-	55,996-	600-	54,000-	1,000-	1,000-
4915 REIMBURSEMENT -OTHER		292-	14,400-			
4900 TOTAL MISCELLANEOUS	41,548-	56,288-	15,000-	54,000-	1,000-	1,000-
5000 TOTAL OTHER FINANCING SOURCES						
5039 PROCEEDS-SALE OF PROP/EQUIP	288-					
5000 TOTAL OTHER FINANCING SOURCES	288-					
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS		105,000-				
5120 TRANSFER IN - TIF DISTRICTS	19,561-	18,569-	1,349,127-	11,000-	8,000-	8,000-
5100 TOTAL TRANSFERS IN	19,561-	123,569-	1,349,127-	11,000-	8,000-	8,000-
4001 REVENUES	972,887-	707,318-	1,893,944-	703,406-	1,588,250-	1,588,250-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	90,470	94,266	95,840	96,686	100,247	100,247
6061 DEMO REIMB TO GEN/ENT FUNDS	3,409	28,098	29,818	12,500		
6003 TOTAL SALARIES AND WAGES	93,879	122,364	125,658	109,186	100,247	100,247

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	6,174	6,769	6,799	7,396	7,669	7,669
6110 PERA - COORDINATED	7,074	6,908	6,948	7,010	7,268	7,268
6140 HEALTH INSURANCE	7,893	9,218	7,398	9,199	10,424	10,424
6142 HEALTH SAVINGS ACCOUNTS	877	1,250	1,080			
6145 DENTAL INSURANCE	127	138	192	192	192	192
6150 LIFE INSURANCE	21	23	22	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	1,680	1,725	1,721	1,041	1,068	1,068
6185 WORKERS COMP INSURANCE	393	443	454	454	551	551
6100 TOTAL EMPLOYEE BENEFITS	24,240	26,473	24,615	25,315	27,195	27,195
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	32,858	46,560	39,226	42,000	10,000	10,000
6215 AUDIT SERVICES	1,500	3,250	1,500	1,800	1,800	1,800
6250 LEGAL SERVICES - GENERAL	27,432	26,885	43,812	30,000	20,000	20,000
6200 TOTAL PROFESSIONAL SERVICES	61,790	76,695	84,538	73,800	31,800	31,800
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	21,276	34,448	53,970	88,000	10,000	10,000
6315 TREE TRIM / REMOVAL SERVICES		6,152	7,744	6,000	4,000	4,000
6346 HOME IMP REBATE PROG	27,682	19,943	23,066	46,300	40,000	40,000
6347 HOME IMP REBATE PROG - ADMIN	2,144	1,742	2,657	5,700	4,400	4,400
6350 RELOCATION				10,000		
6300 TOTAL CONTRACTUAL SERVICES	51,101	62,284	87,436	156,000	58,400	58,400
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	94	338	702	500	500	500
6410 GAS SERVICE	81	273	2,887	500	500	500
6415 RUBBISH REMOVAL	629	22,095	14,432	14,000	6,000	6,000
6420 CITY UTILITY CHARGES	339	1,726	2,753	3,000	500	500
6400 TOTAL UTILITIES	1,143	24,431	20,775	18,000	7,500	7,500
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP		496		2,000	2,000	2,000
6480 TOTAL RENTALS		496		2,000	2,000	2,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	21	3,633	4,171	3,000	500	500
6525 BLDG REPAIR/MAINT SUPPLIES		670				
6530 LANDSCAPE MAT'LS & SUPPLIES				500	500	500
6500 TOTAL SUPPLIES	21	4,303	4,171	3,500	1,000	1,000
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	174	210	274			
6620 DELIVERY CHARGES	22	33	51	60	60	60
6600 TOTAL COMMUNICATIONS	196	243	324	60	60	60
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	486	137	2,206	750	750	750
6665 PRINTING - GENERAL				300	300	300
6650 TOTAL PRINTING AND ADVERTISING	486	137	2,206	1,050	1,050	1,050
6700 TOTAL INSURANCE						
6705 INSURANCE	2,902	3,700	5,624	2,922	470	470

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6700 TOTAL INSURANCE	2,902	3,700	5,624	2,922	470	470
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	786	408	145	1,000	500	500
6820 DUES AND SUBSCRIPTIONS	359	419	4,135	4,135	1,000	1,000
6830 LICENSES AND TAXES	13,346	36,776	169,972	15,000	134,000	134,000
6800 TOTAL MISCELLANEOUS	14,490	37,603	174,252	20,135	135,500	135,500
6900 TOTAL CAPITAL OUTLAY						
6905 LAND			460,723			
6940 MISCELLANEOUS CAPITAL OUTLAY	112,555	514,598	211,145	225,000	100,000	100,000
6900 TOTAL CAPITAL OUTLAY	112,555	514,598	671,868	225,000	100,000	100,000
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS					500,000	500,000
7430 TRANSFER OUT- PIR FUND					150,000	150,000
7400 TOTAL TRANSFERS OUT					650,000	650,000
6001 EXPENDITURES AND EXPENSES	362,803	873,327	1,201,467	636,968	1,115,222	1,115,222
4000 REVENUES AND EXPENDITURES	610,084-	166,009	692,477-	66,438-	473,028-	473,028-
00220 EDA	610,084-	166,009	692,477-	66,438-	473,028-	473,028-

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 2014 are not yet known. The amounts budgeted for 2014 are similar to the totals received and spent in past years.

Donations for the Police Canine Unit continue to be received in 2013 and they may continue at modest levels in future years. This money is being spent in 2013 for capital and other start-up costs of the canine unit. Included in the purchases will be: mobile radio, in-squad digital video, K9 container for squad, dog kennel, K9 school and veterinary costs.

FINANCIAL ANALYSIS

City Initiatives Fund	2013 Budget	2014 Budget
Available Resources - Beginning Balance	\$ 74,029	\$ 45,529
<i>Revenues</i>		
Miscellaneous Receipts	6,000	6,600
Donations	21,000	15,000
<i>Expenditures</i>		
General Government	(6,000)	(5,600)
Public Safety	(12,000)	(8,000)
Public Safety – Canine Unit	(28,500)	(6,400)
Recreation	(9,000)	(8,000)
Available Resources - Ending Balance	\$ 45,529	\$ 39,129

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00240 CITY INITIATIVES						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	635-	6,314-	880-			
4005 TOTAL PROPERTY TAXES	635-	6,314-	880-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS	357-		437-			
4345 TOTAL STATE INTERGOVERNMENTAL	357-		437-			
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	2,454-	2,497-	3,742-	3,000-	4,200-	4,200-
4915 REIMBURSEMENT -OTHER	2,662-	168-	1,168-	3,000-	2,400-	2,400-
4950 DONATIONS	8,446-	10,757-	43,327-	21,000-	15,000-	15,000-
4900 TOTAL MISCELLANEOUS	13,563-	13,422-	48,237-	27,000-	21,600-	21,600-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	14,555-	19,737-	49,553-	27,000-	21,600-	21,600-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6170 CLOTHING & CLOTHING ALLOW	712	144	236	300	300	300
6100 TOTAL EMPLOYEE BENEFITS	712	144	236	300	300	300
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,130	3,874	4,455	3,600	3,600	3,600
6200 TOTAL PROFESSIONAL SERVICES	2,130	3,874	4,455	3,600	3,600	3,600
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,000	3,000	3,100	5,700	3,600	3,600
6300 TOTAL CONTRACTUAL SERVICES	2,000	3,000	3,100	5,700	3,600	3,600
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES		3,019				
6450 EQUIPMENT R & M SERVICES			3,207			
6440 TOTAL REPAIR & MAINT SERVICES		3,019	3,207			
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS		814	814	500	600	600
6480 TOTAL RENTALS		814	814	500	600	600
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	14,371	12,489	3,271	15,000	6,000	6,000
6515 AMMUNITION & GUN RANGE USE			1,024			
6530 LANDSCAPE MAT'LS & SUPPLIES	933	470				
6540 VEHICLE SUPPLIES				15,000		
6545 MOTOR FUELS		510	1,413			
6500 TOTAL SUPPLIES	15,304	13,469	5,708	30,000	6,000	6,000
6600 TOTAL COMMUNICATIONS						
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL						

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Budget Report

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6690 ADVERTISING - GENERAL		1,000	1,100	1,000	1,200	1,200
6650 TOTAL PRINTING AND ADVERTISING		1,000	1,200	1,000	1,200	1,200
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	3,017	2,760	5,601	12,000	3,600	3,600
6820 DUES AND SUBSCRIPTIONS	121	177	396			
6860 ACTIVITY ASSISTANCE EXPENSE	2,010	2,304	4,282	2,400	2,700	2,700
6878 CANINE UNIT			5,535		6,400	6,400
6800 TOTAL MISCELLANEOUS	5,148	5,241	15,814	14,400	12,700	12,700
6900 TOTAL CAPITAL OUTLAY						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	25,294	30,561	34,535	55,500	28,000	28,000
4000 REVENUES AND EXPENDITURES	10,739	10,824	15,018-	28,500	6,400	6,400
00240 CITY INITIATIVES	10,739	10,824	15,018-	28,500	6,400	6,400

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 2014 are not yet known. The amounts budgeted for 2014 include activity similar to past years.

FINANCIAL ANALYSIS

Special Projects Fund	2013 Budget	2014 Budget
Available Resources - Beginning Balance	\$ 41,723	\$ 41,723
<i>Revenues</i>		
Federal Grants	18,000	21,000
Forfeitures	18,000	21,000
<i>Expenditures</i>		
Public Safety	(36,000)	(42,000)
Available Resources - Ending Balance	\$ 41,723	\$ 41,723

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00245 SPECIAL PROJECTS / GRANTS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4302 FEDERAL - MISCELLANEOUS	1,311-	8,149-		18,000-	21,000-	21,000-
4304 FEDERAL - BULLETPROOF VESTS	354-					
4335 FEDERAL - OPERATION NIGHTCAP	4,802-	4,785-				
4340 FEDERAL - SAFE & SOBER	10,650-	10,422-				
4341 FEDERAL - TOWARD ZERO DEATHS		6,549-	21,984-			
4300 TOTAL FED INTERGOVERNMENTAL	17,117-	29,905-	21,984-	18,000-	21,000-	21,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4700 TOTAL FINES AND FORFEITURES						
4745 FORFEITURE-SALE>SEIZED VEHICLE	12,337-	18,400-	22,433-	15,000-	18,000-	18,000-
4746 FORFEITURE-VEHICLE SETTLEMENT	5,500-	700-	2,100-	3,000-	3,000-	3,000-
4700 TOTAL FINES AND FORFEITURES	17,837-	19,100-	24,533-	18,000-	21,000-	21,000-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
4001 REVENUES	34,954-	49,005-	46,517-	36,000-	42,000-	42,000-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6015 OVERTIME-REGULAR EMPLOYEES	14,275	23,029	18,681	24,000	18,500	18,500
6003 TOTAL SALARIES AND WAGES	14,275	23,029	18,681	24,000	18,500	18,500
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	187	276	240	300	270	270
6115 PERA - POLICE	2,013	3,316	2,690	3,300	2,890	2,890
6170 CLOTHING & CLOTHING ALLOW	354					
6185 WORKERS COMP INSURANCE	289	472	373	480	540	540
6100 TOTAL EMPLOYEE BENEFITS	2,842	4,064	3,303	4,080	3,700	3,700
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	7,430	3,080	6,055	4,500	4,500	4,500
6200 TOTAL PROFESSIONAL SERVICES	7,430	3,080	6,055	4,500	4,500	4,500
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	24					
6440 TOTAL REPAIR & MAINT SERVICES	24					
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES		2,812	14,601	120	15,000	15,000
6540 VEHICLE SUPPLIES	3,561	464	63	3,000		
6500 TOTAL SUPPLIES	3,561	3,276	14,664	3,120	15,000	15,000
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	260	160	280	300	300	300
6800 TOTAL MISCELLANEOUS	260	160	280	300	300	300
6900 TOTAL CAPITAL OUTLAY						

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	28,392	33,609	42,982	36,000	42,000	42,000
4000 REVENUES AND EXPENDITURES	6,562-	15,396-	3,535-			
00245 SPECIAL PROJECTS / GRANTS	6,562-	15,396-	3,535-			

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.

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.

Currently outstanding bonds rely on either property taxes or special assessments for the revenue needed to repay the debt.

The City of Crystal has been rated by Moody's Investor Services each time it issued a bond. The most recent rating was in 2013 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.

It is planned that the bonds will be called on August 1, 2014.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00325 2004A IMP BONDS(PH 6)+REF '98						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	92,026-	88,943-	87,509-	83,758-	53,089-	53,089-
4060 SPECIAL ASSESS - DELINQUENT	8,574-	1,703-	5,888-			
4065 SPECIAL ASSESS - PREPAID	25,554-	17,958-	22,731-	19,618-	15,927-	15,927-
4070 SPECIAL ASSESS - PENALTIES	2,504-	952-	2,605-			
4075 SPECIAL ASSESS - INTEREST	48,804-	41,125-	33,638-	25,620-	19,112-	19,112-
4050 TOTAL SPECIAL ASSESSMENTS	177,462-	150,680-	152,371-	128,996-	88,128-	88,128-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	16,562-	14,157-	10,766-	6,292-	360-	360-
4880 CHANGE IN F.V. OF INVESTMENTS	1,552-	3,690-	2,329			
4800 TOTAL INVESTMENT EARNINGS	18,115-	17,847-	8,437-	6,292-	360-	360-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	195,577-	168,527-	160,808-	135,288-	88,488-	88,488-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	512	3,250	485	600	3,900	3,900
6225 BANK CHARGES & CR CARD FEES		81		100	100	100
6200 TOTAL PROFESSIONAL SERVICES	512	3,330	485	700	4,000	4,000
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	155,000	155,000	150,000	145,000	700,000	700,000
7120 INTEREST EXPENSE	49,858	44,355	38,715	33,037	27,410	27,410
7130 PAYING AGENT CHARGES	431	431	431	500	500	500
7145 ARBITRAGE REBATE PAYMENTS		4,433			7,500	7,500
7100 TOTAL DEBT SERVICE	205,289	204,219	189,146	178,537	735,410	735,410
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	205,800	207,549	189,631	179,237	739,410	739,410
4000 REVENUES AND EXPENDITURES	10,224	39,022	28,823	43,949	650,922	650,922
00325 2004A IMP BONDS(PH 6)+REF '98	10,224	39,022	28,823	43,949	650,922	650,922

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.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00326 2005A IMPROVE BONDS (PH 7)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	58,536-	56,514-	57,211-	54,762-	52,812-	52,812-
4060 SPECIAL ASSESS - DELINQUENT	8,267-	965-	1,373-			
4065 SPECIAL ASSESS - PREPAID	6,885-	9,431-	15,773-	21,905-	18,484-	18,484-
4070 SPECIAL ASSESS - PENALTIES	2,108-	430-	716-			
4075 SPECIAL ASSESS - INTEREST	43,219-	38,643-	34,377-	26,286-	22,181-	22,181-
4050 TOTAL SPECIAL ASSESSMENTS	119,014-	105,983-	109,449-	102,953-	93,477-	93,477-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	13,151-	11,222-	8,692-	5,227-	4,991-	4,991-
4880 CHANGE IN F.V. OF INVESTMENTS	1,233-	2,925-	1,881			
4800 TOTAL INVESTMENT EARNINGS	14,383-	14,147-	6,812-	5,227-	4,991-	4,991-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	133,398-	120,130-	116,261-	108,180-	98,468-	98,468-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,952	1,546	243	250	250	250
6225 BANK CHARGES & CR CARD FEES	112	111		150	150	150
6200 TOTAL PROFESSIONAL SERVICES	3,064	1,657	243	400	400	400
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	105,000	100,000	100,000	100,000	95,000	95,000
7120 INTEREST EXPENSE	42,138	38,550	34,800	30,800	26,900	26,900
7130 PAYING AGENT CHARGES	403	403	403	500	500	500
7145 ARBITRAGE REBATE PAYMENTS		989				
7100 TOTAL DEBT SERVICE	147,540	139,941	135,203	131,300	122,400	122,400
6001 EXPENDITURES AND EXPENSES	150,604	141,598	135,446	131,700	122,800	122,800
4000 REVENUES AND EXPENDITURES	17,207	21,468	19,184	23,520	24,332	24,332
00326 2005A IMPROVE BONDS (PH 7)	17,207	21,468	19,184	23,520	24,332	24,332

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.

Budget Report

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00327 2005B AQUATIC CENTER BONDS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	203,299-	204,038-	208,497-	210,400-	209,000-	209,000-
4015 PROP TAX - DELINQUENT	2,996-	2,990-	3,190-			
4020 PROP TAX - PENALTIES/ INTEREST	2	1	23			
4005 TOTAL PROPERTY TAXES	206,293-	207,027-	211,664-	210,400-	209,000-	209,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	3,598-	3,183-	2,638-	1,861-	1,872-	1,872-
4880 CHANGE IN F.V. OF INVESTMENTS	337-	830-	571			
4800 TOTAL INVESTMENT EARNINGS	3,935-	4,012-	2,067-	1,861-	1,872-	1,872-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	210,228-	211,039-	213,731-	212,261-	210,872-	210,872-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	500					
6200 TOTAL PROFESSIONAL SERVICES	500					
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	135,000	140,000	145,000	155,000	160,000	160,000
7120 INTEREST EXPENSE	69,663	64,850	59,500	53,500	47,200	47,200
7130 PAYING AGENT CHARGES	403	403	403	500	500	500
7100 TOTAL DEBT SERVICE	205,065	205,253	204,903	209,000	207,700	207,700
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	205,565	205,253	204,903	209,000	207,700	207,700
4000 REVENUES AND EXPENDITURES	4,663-	5,787-	8,829-	3,261-	3,172-	3,172-
00327 2005B AQUATIC CENTER BONDS	4,663-	5,787-	8,829-	3,261-	3,172-	3,172-

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 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 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00328 2006 IMP BONDS (PH 8)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	98,733-	89,562-	88,023-	88,079-	85,002-	85,002-
4060 SPECIAL ASSESS - DELINQUENT	17,504-	1,873-	3,771-			
4065 SPECIAL ASSESS - PREPAID	55,522-	17,019-	28,728-	39,636-	34,001-	34,001-
4070 SPECIAL ASSESS - PENALTIES	5,185-	827-	2,078-			
4075 SPECIAL ASSESS - INTEREST	78,993-	68,293-	61,007-	47,563-	40,801-	40,801-
4050 TOTAL SPECIAL ASSESSMENTS	255,937-	177,575-	183,606-	175,278-	159,804-	159,804-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	13,339-	12,271-	10,058-	6,342-	6,370-	6,370-
4880 CHANGE IN F.V. OF INVESTMENTS	1,250-	3,198-	2,176-			
4800 TOTAL INVESTMENT EARNINGS	14,589-	15,469-	7,882-	6,342-	6,370-	6,370-
4001 REVENUES	270,526-	193,044-	191,488-	181,620-	166,174-	166,174-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	422	3,146	389	600	600	600
6225 BANK CHARGES & CR CARD FEES				100	100	100
6200 TOTAL PROFESSIONAL SERVICES	422	3,146	389	700	700	700
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	135,000	135,000	130,000	125,000	125,000	125,000
7120 INTEREST EXPENSE	58,341	53,279	48,310	43,498	38,716	38,716
7130 PAYING AGENT CHARGES	431	431	431	500	500	500
7100 TOTAL DEBT SERVICE	193,773	188,710	178,741	168,998	164,216	164,216
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	194,194	191,856	179,130	169,698	164,916	164,916
4000 REVENUES AND EXPENDITURES	76,332-	1,188-	12,359-	11,922-	1,258-	1,258-
00328 2006 IMP BONDS (PH 8)	76,332-	1,188-	12,359-	11,922-	1,258-	1,258-

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 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00329 2008 IMP BONDS (PH 9)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	115,044-	110,350-	108,571-	107,138-	87,910-	87,910-
4060 SPECIAL ASSESS - DELINQUENT	4,217-	3,013-	5,433-			
4065 SPECIAL ASSESS - PREPAID	44,029-	47,209-	223,221-	58,926-	43,955-	43,955-
4070 SPECIAL ASSESS - PENALTIES	1,498-	1,404-	2,272-			
4075 SPECIAL ASSESS - INTEREST	102,603-	92,731-	81,957-	70,711-	52,746-	52,746-
4050 TOTAL SPECIAL ASSESSMENTS	267,391-	254,707-	421,454-	236,775-	184,611-	184,611-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	9,316-	8,662-	7,726-	4,713-	6,106-	6,106-
4880 CHANGE IN F.V. OF INVESTMENTS	873-	2,258-	1,672			
4800 TOTAL INVESTMENT EARNINGS	10,189-	10,919-	6,055-	4,713-	6,106-	6,106-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	277,580-	265,626-	427,509-	241,488-	190,717-	190,717-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	408	390	375	4,000	600	600
6200 TOTAL PROFESSIONAL SERVICES	408	390	375	4,000	600	600
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	215,000	165,000	160,000	155,000	155,000	155,000
7120 INTEREST EXPENSE	81,198	74,548	68,860	63,348	57,923	57,923
7130 PAYING AGENT CHARGES	425	425	425	500	500	500
7145 ARBITRAGE REBATE PAYMENTS				6,263		
7100 TOTAL DEBT SERVICE	296,623	239,973	229,285	225,111	213,423	213,423
6001 EXPENDITURES AND EXPENSES	297,031	240,363	229,660	229,111	214,023	214,023
4000 REVENUES AND EXPENDITURES	19,451	25,264-	197,849-	12,377-	23,306	23,306
00329 2008 IMP BONDS (PH 9)	19,451	25,264-	197,849-	12,377-	23,306	23,306

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 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00330 2009A IMP BONDS (PH 10)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	125,724-	133,017-	121,632-	116,713-	113,196-	113,196-
4060 SPECIAL ASSESS - DELINQUENT		11,966-	3,975-			
4065 SPECIAL ASSESS - PREPAID	162,891-	251,822-	61,957-	99,206-	90,557-	90,557-
4070 SPECIAL ASSESS - PENALTIES	1,105-	4,071-	2,453-			
4075 SPECIAL ASSESS - INTEREST	300,950-	157,114-	134,574-	119,047-	108,668-	108,668-
4050 TOTAL SPECIAL ASSESSMENTS	590,669-	557,990-	324,590-	334,966-	312,421-	312,421-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	11,461-	14,893-	15,353-	9,952-	10,126-	10,126-
4880 CHANGE IN F.V. OF INVESTMENTS	1,074-	3,882-	3,322			
4800 TOTAL INVESTMENT EARNINGS	12,536-	18,775-	12,032-	9,952-	10,126-	10,126-
4001 REVENUES	603,205-	576,765-	336,622-	344,918-	322,547-	322,547-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	734	680	645	600	3,900	3,900
6225 BANK CHARGES & CR CARD FEES	273	214		150	100	100
6200 TOTAL PROFESSIONAL SERVICES	1,006	893	645	750	4,000	4,000
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS		185,000	205,000	200,000	195,000	195,000
7120 INTEREST EXPENSE	108,616	106,766	102,866	98,816	94,866	94,866
7130 PAYING AGENT CHARGES	425	425	425	500	500	500
7145 ARBITRAGE REBATE PAYMENTS					12,000	12,000
7100 TOTAL DEBT SERVICE	109,041	292,191	308,291	299,316	302,366	302,366
6001 EXPENDITURES AND EXPENSES	110,047	293,084	308,936	300,066	306,366	306,366
4000 REVENUES AND EXPENDITURES	493,158-	283,681-	27,686-	44,852-	16,181-	16,181-
00330 2009A IMP BONDS (PH 10)	493,158-	283,681-	27,686-	44,852-	16,181-	16,181-

Fund: G.O. Street Reconstruction Bonds, 2010A&B
G.O. Street Reconstruction Bonds, 2013B
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.

In 2013, the City Council issued the additional \$395,000 of bonds that were authorized in 2009. These bonds finance the costs of the final phase of the reconstruction project.

A property tax of \$563,153 was levied in 2013 for collection in 2014 in order to make the bond principal payment that is due in December 2014. The property tax levy is 5% more than the payment due as required by state law. The 2014 property tax levy is the final tax levy authorized by the 2009 City Council action.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 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-	495,117-	526,917-	563,153-	563,153-	563,153-
4015 PROP TAX - DELINQUENT		5,593-	4,372-			
4020 PROP TAX - PENALTIES/ INTEREST		573-	54			
4005 TOTAL PROPERTY TAXES	494,082-	501,283-	531,235-	563,153-	563,153-	563,153-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	7,543-	7,586-				
4345 TOTAL STATE INTERGOVERNMENTAL	7,543-	7,586-				
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	2,859-	2,594-	2,697			
4880 CHANGE IN F.V. OF INVESTMENTS	268-	676-	584-			
4800 TOTAL INVESTMENT EARNINGS	3,126-	3,270-	2,114			
5100 TOTAL TRANSFERS IN						
4001 REVENUES	504,752-	512,138-	529,121-	563,153-	563,153-	563,153-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	509,109	852,896	509,109	192,549	536,337	536,337
7100 TOTAL DEBT SERVICE	509,109	852,896	509,109	192,549	536,337	536,337
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	509,109	852,896	509,109	192,549	536,337	536,337
4000 REVENUES AND EXPENDITURES	4,357	340,758	20,012-	370,604-	26,816-	26,816-
00331 2009B & 2010A&B - HWY 81 BONDS	4,357	340,758	20,012-	370,604-	26,816-	26,816-

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.

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00332 2011 IMP BONDS (PH 11)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIALASSESSMENTS						
4055 SPECIALASSESS - INCOME			94,470-	86,750-	95,689-	95,689-
4065 SPECIALASSESS - PREPAID		5,911-	100,482-	73,737-	62,198-	62,198-
4070 SPECIALASSESS - PENALTIES			1,550-			
4075 SPECIALASSESS - INTEREST			158,428-	88,485-	74,638-	74,638-
4050 TOTAL SPECIALASSESSMENTS		5,911-	354,929-	248,972-	232,525-	232,525-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME		1,683-	1,495-	1,091-	2,647-	2,647-
4880 CHANGE IN F.V. OF INVESTMENTS		2-	323			
4800 TOTAL INVESTMENT EARNINGS		1,685-	1,171-	1,091-	2,647-	2,647-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS		511-				
5000 TOTAL OTHER FINANCING SOURCES		511-				
4001 REVENUES		8,107-	356,100-	250,063-	235,172-	235,172-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			620	450	600	600
6225 BANK CHARGES & CR CARD FEES			281	300	300	300
6200 TOTAL PROFESSIONAL SERVICES			901	750	900	900
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS				145,000	140,000	140,000
7120 INTEREST EXPENSE			35,493	35,130	34,278	34,278
7130 PAYING AGENT CHARGES			425	500	500	500
7100 TOTAL DEBT SERVICE			35,918	180,630	174,778	174,778
6001 EXPENDITURES AND EXPENSES			36,819	181,380	175,678	175,678
4000 REVENUES AND EXPENDITURES		8,107-	319,282-	68,683-	59,494-	59,494-
00332 2011 IMP BONDS (PH 11)		8,107-	319,282-	68,683-	59,494-	59,494-

Fund: G.O. Special Assessment Improvement Bonds, 2012A
Fund Number: 333

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 12 of the street reconstruction project. Phase 12 is the Forest North neighborhood. The Forest North neighborhood is bounded 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.

The original amount of the bonds was \$2,635,000 with principal and interest payments running from 2013 through 2028. Interest rates on the bonds range from 0.5% to 2.05% with a weighted average rate of 1.698%. The bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2022.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00333 2012 IMP BONDS (PH 12)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME				171,334-	156,663-	156,663-
4065 SPECIAL ASSESS - PREPAID			32,916-		109,664-	109,664-
4075 SPECIAL ASSESS - INTEREST			964-	160,625-	109,664-	109,664-
4050 TOTAL SPECIAL ASSESSMENTS			33,879-	331,959-	375,991-	375,991-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME			3,090-		1,038-	1,038-
4880 CHANGE IN F.V. OF INVESTMENTS			9			
4800 TOTAL INVESTMENT EARNINGS			3,081-		1,038-	1,038-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES			36,960-	331,959-	377,029-	377,029-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES					720	720
6225 BANK CHARGES & CR CARD FEES			300		300	300
6200 TOTAL PROFESSIONAL SERVICES			300		1,020	1,020
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS					225,000	225,000
7120 INTEREST EXPENSE					48,194	48,194
7130 PAYING AGENT CHARGES					500	500
7100 TOTAL DEBT SERVICE					273,694	273,694
6001 EXPENDITURES AND EXPENSES			300		274,714	274,714
4000 REVENUES AND EXPENDITURES			36,660-	331,959-	102,315-	102,315-
00333 2012 IMP BONDS (PH 12)			36,660-	331,959-	102,315-	102,315-

Fund: G.O. Special Assessment Improvement Bonds, 2013A
Fund Number: 334

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 13 of the street reconstruction project. Phase 13 is the Becker Park neighborhood. The Becker Park neighborhood is bounded Bass Lake Road on the north, the Crystal/New Hope city limits on the west, 52nd Avenue on the south, and County Highway 81 on the east.

The original amount of the bonds was \$3,235,000 with principal and interest payments running from 2014 through 2029. Interest rates on the bonds range from 2.0% to 3.05% with a weighted average rate of 2.689%. The bonds have a call feature that allows the City to call the remaining bonds for early payment beginning on February 1, 2023.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00334 2013 IMP BONDS (PH 13)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME					94,500-	94,500-
4065 SPECIAL ASSESS - PREPAID					157,900-	157,900-
4075 SPECIAL ASSESS - INTEREST					157,900-	157,900-
4050 TOTAL SPECIAL ASSESSMENTS					410,300-	410,300-
4800 TOTAL INVESTMENT EARNINGS						
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES					410,300-	410,300-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES					750	750
6200 TOTAL PROFESSIONAL SERVICES					750	750
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE					84,237	84,237
7130 PAYING AGENT CHARGES					500	500
7100 TOTAL DEBT SERVICE					84,737	84,737
6001 EXPENDITURES AND EXPENSES					85,487	85,487
4000 REVENUES AND EXPENDITURES					324,813-	324,813-
00334 2013 IMP BONDS (PH 13)					324,813-	324,813-

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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 historically have been investment earnings and a transfer from the General Fund. Beginning in 2014, a portion of the Local Government Aid received from the State of Minnesota will be deposited in the PIR.

For the 2014 budget, \$401,600 will be transferred in from the General Fund. Local Government Aid will be \$188,764. Other sources of revenue will bring total revenues up to \$1,069,714.

Expenditures in 2014 total \$1,089,600 and include the purchase of major vehicles and numerous construction projects.

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00405 PERM IMPROVE REVOLVING (PIR)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	14,013-	41,438-	43,707-			
4060 SPECIAL ASSESS - DELINQUENT	295-	1,366-	454-			
4065 SPECIAL ASSESS - PREPAID	99,693-	80,951-	115,330-	102,600-	94,800-	94,800-
4070 SPECIAL ASSESS - PENALTIES	123-	510-	469-			
4075 SPECIAL ASSESS - INTEREST	8,910-	39,269-	33,346-	30,000-	30,000-	30,000-
4050 TOTAL SPECIAL ASSESSMENTS	123,034-	163,534-	193,306-	132,600-	124,800-	124,800-
4300 TOTAL FED INTERGOVERNMENTAL						
4328 FEDERAL -AM REC & REINVEST ACT	30,000-					
4300 TOTAL FED INTERGOVERNMENTAL	30,000-					
4345 TOTAL STATE INTERGOVERNMENTAL						
4360 STATE - LOCAL GOVERNMENT AID					188,764-	188,764-
4345 TOTAL STATE INTERGOVERNMENTAL					188,764-	188,764-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS	43,523-	76,220-	85,984-			
4393 LOCAL - MISCELLANEOUS		20,000-		10,000-	15,000-	15,000-
4394 LOCAL - NWSCCC CAPITAL GRANT	28,947-	29,970-	30,744-	29,700-	30,750-	30,750-
4390 TOTAL OTHER INTERGOVERNMENTAL	72,470-	126,190-	116,728-	39,700-	45,750-	45,750-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4430 TAXABLE-COPIES, MAPS, DOCS, ETC	186-	47-	70-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T	186-	47-	70-			
4625 TOTAL CH. FOR SERV. - P WORKS						
4626 PARK DEDICATION FEES	3,300-					
4627 CITY EQUIP & LABOR CHARGE OUT	10,532-					
4625 TOTAL CH. FOR SERV. - P WORKS	13,832-					
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	192,388-	161,857-	135,009-	73,350-	75,600-	75,600-
4880 CHANGE IN F.V. OF INVESTMENTS	18,032-	42,187-	29,208-			
4800 TOTAL INVESTMENT EARNINGS	210,419-	204,044-	105,800-	73,350-	75,600-	75,600-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS		1,123-				
4915 REIMBURSEMENT -OTHER	53,941-	8,515-				
4900 TOTAL MISCELLANEOUS	53,941-	9,637-				
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS	1,000,222-			75,000-		
5006 ISSUANCE OF REFUNDING BONDS	1,204,778-					
5039 PROCEEDS-SALE OF PROP/EQUIP	18,242-	36,163-	22,027-		20,000-	20,000-
5000 TOTAL OTHER FINANCING SOURCES	2,223,242-	36,163-	22,027-	75,000-	20,000-	20,000-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	40,500-	35,203-	73,659-	68,400-	213,200-	213,200-
5115 TRANSFER IN - GENERAL FUND	621,100-	493,250-	659,000-	645,520-	401,600-	401,600-
5100 TOTAL TRANSFERS IN	661,600-	528,453-	732,659-	713,920-	614,800-	614,800-

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
4001 REVENUES	3,388,725-	1,068,068-	1,170,590-	1,034,570-	1,069,714-	1,069,714-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	35,925	1,133	1,988			
6225 BANK CHARGES & CR CARD FEES	302	56	212			
6200 TOTAL PROFESSIONAL SERVICES	36,227	1,189	2,199			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	232,924	158,618	118,456			
6360 ST RECONSTRUCTION -CONTRACTUAL		3,674	207,005			
6300 TOTAL CONTRACTUAL SERVICES	232,924	162,292	325,461			
6400 TOTAL UTILITIES						
6415 RUBBISH REMOVAL	149					
6400 TOTAL UTILITIES	149					
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	9,158	28,665	25,049			
6450 EQUIPMENT R & M SERVICES		1,948	18,660			
6455 VEHICLE R & M SERVICES			2,711			
6470 SERVICE CONTRACTS	1,965		431			
6440 TOTAL REPAIR & MAINT SERVICES	11,123	30,613	46,850			
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	12,352	3,694	14,926			
6480 TOTAL RENTALS	12,352	3,694	14,926			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	375	10	4,349			
6525 BLDG REPAIR/MAINT SUPPLIES			3,313			
6530 LANDSCAPE MAT'LS & SUPPLIES	26,063	21,295	19,925			
6535 EQUIP MAINT SUPPLIES	355	155				
6550 STREET MAINTENANCE MATERIALS	53,642	77,321	45,171			
6560 STREET SIGNS & POSTS	706	2,890				
6565 PLAYGROUND MAINT SUPPLIES	117					
6570 BALLFIELD MAINT SUPPLIES			3,305			
6575 UTILITY SYSTEM MAINT SUPPLIES	537					
6500 TOTAL SUPPLIES	81,796	101,670	76,063			
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	384	501	193			
6690 ADVERTISING - GENERAL	129		374			
6650 TOTAL PRINTING AND ADVERTISING	513	501	567			
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	265		46			
6800 TOTAL MISCELLANEOUS	265		46			
6900 TOTAL CAPITAL OUTLAY						
6905 LAND		22,795	13,561			
6910 BUILDINGS & STRUCTURES	96,959	52,946	67,625	66,720		
6915 IMPROVEMENTS OTHER THAN BLDGS	72,108	62,600	134,168			
6920 MACHINERY AND EQUIPMENT	173,614	42,791	16,686			

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6925 OFFICE EQUIP & FURNITURE	64,214	77,702	76,817			
6930 VEHICLES & TRAILERS	115,719	257,928	125,373			
6936 INFRA- TRAFFIC & TRANSPORT SYS	1,488,899	23,199	28,903			
6940 MISCELLANEOUS CAPITAL OUTLAY				1,278,828	1,089,600	1,089,600
6900 TOTAL CAPITAL OUTLAY	2,011,513	539,960	463,133	1,345,548	1,089,600	1,089,600
7100 TOTAL DEBT SERVICE						
7140 DEBT ISSUANCE COSTS	14,024					
7100 TOTAL DEBT SERVICE	14,024					
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	3,605,662	839,919	929,245	1,345,548	1,089,600	1,089,600
4000 REVENUES AND EXPENDITURES	216,938	228,149-	241,344-	310,978	19,886	19,886
00405 PERM IMPROVE REVOLVING (PIR)	216,938	228,149-	241,344-	310,978	19,886	19,886

PIR Fund (Fund 405)
Multi-Year Capital Improvement Plan
2014 Adopted Budget

<u>BU</u>	<u>Project Description</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
	<u>ADMINISTRATION / ELECTIONS / FINANCE</u>					
4110	Security control system	12,500	18,000	22,000	22,000	22,000
4111	Computer hardware and software	46,100	54,000	60,000	50,000	50,000
4115	Replace server			11,000		12,000
4126	Upgrade cable TV equipment in Council Chambers/Control Room	200,000				
4124	Records management system	50,000	100,000			
4121	Replace copy machines			40,000		
	TOTAL ADMINISTRATION / ELECTIONS / FINANCE	308,600	172,000	133,000	72,000	84,000
	<u>CITY BUILDINGS</u>					
4327	City Hall - Misc. concrete repair	2,000		2,000		2,000
4338	City Hall - bldg. upgrades - boiler replacement		85,000			
4340	CCC - replace air conditioner, unit #1			45,000		
4321	CCC - replace south parking lot			140,000		
4343	CCC - pool building roof replacement & concession exhaust fan				95,000	
4318	CCC - tile repair at front counter		2,000			
4316	Public Works - paint salt shed		8,000			
4314	South Fire - replace roof				90,000	
4344	South Fire - replace furnace and A/C units #2	12,000				
4346	South Fire - rehab station walls		7,000			
4344	South Fire - replace water heater					7,000
4328	North Fire - Civil Defense siren replacement	20,000				
4345	North Fire - replace 2 furnace and A/C units		18,000			
4347	North Fire - parking lot replacement		26,000			
4326	Parking lots - Bassett Creek Park, east in 2015		76,000			
4326	Parking lot - North Lions Park west lot		20,000			
4326	Parking lot - North Lions Park east lot				30,000	
4326	Parking lot - Valley Place Park west lot				50,000	
4330	Parks - furnances, Valley Place & Welcome	5,000	5,000			
4332	Becker Arts Building roof			120,000		
4332	Forest Park building roof replacement					15,000
	TOTAL CITY BUILDINGS	39,000	247,000	307,000	265,000	24,000
	<u>COMMUNITY DEVELOPMENT</u>					
4502	Replace Staff Car #27, 2007 Chevy Malibu				21,000	
4504	Replace Staff Car #56, 2006 Chevy Malibu	19,000				
4505	Replace Staff Car #57, 2006 Chevy Malibu		19,500			
4506	Replace Staff Car #58, 2006 Chevy Malibu		19,500			
	TOTAL COMMUNITY DEVELOPMENT	19,000	39,000	0	21,000	0
	<u>ENGINEERING</u>					
4603	GIS computer hardware & software	5,000				
4605	New Hennepin aerial maps		3,500			
4607	Traffic count equipment		1,500			1,700
	TOTAL ENGINEERING	5,000	5,000	0	0	1,700
	<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	
4903	Street overlay projects	43,500	50,000	50,000	30,000	
4905	Alley reconstruction, Phases 6 - 10	158,000	170,000	150,000		
4907	Bass Lake Road Streetscape Repair	150,000				
	TOTAL STREET IMPROVEMENTS	363,500	244,000	212,000	54,000	12,000

BU	Project Description	2014	2015	2016	2017	2018
	<u>STREETS</u>					
4713	Scan tool update	1,900		2,000		2,000
4701	Replace #303 - 1994 sidewalk plow	125,000				
4704	Replace #312 - 2000 5 yard dumptruck & plow		185,000			
4749	Dump truck GPS tracking		15,000			
4721	Replace #305 bucket truck (2000)			120,000		
4717	Replace #308 - 2002 Chevy 3/4 ton			45,000		
4719	Replace #336 crack sealer (share \$52,000 cost with Robbinsdale)			26,000		
4729	Replace #345 Bobcat trailer (1999)			8,000		
4750	Replace #317 - 2005 GMC 1 ton dump truck				60,000	
4730	Replace #302B - 2006 sidewalk plow broom					8,000
4712	Replace #339 tack tanks (1998)					30,000
4732	Rehab #364 patching hot box					3,500
4725	Replace #329 - 2004 John Deere loader					180,000
	Replace #335 - 2008 tracked Bobcat					70,000
	TOTAL STREETS	126,900	200,000	201,000	60,000	293,500

	<u>PARKS</u>					
5037	Resurface basketball courts	4,000		4,000		4,000
5072	New bocce ball courts - probably in Bassett Creek Park	8,000				
5039	Bassett Creek Park - replace picnic shelter pads	12,000				
5063	Cavanagh drinking fountain replacement	2,500				
5040	Community Center landscaping, south side	10,000				
5013	Complete north side MAC boardwalk (HRG grant)	4,000				
5063	Replace plastic timbers at Cavanagh playground (HRG grant)	9,000				
5018	Sealcoat trails at Valley Place & Becker Parks	7,000				
5057	Purchase docks for Twin Lake Shore	10,000				
5022	Purchase Becker Activity Center tables	2,000				
5004	Becker Park rehab tennis & basketball courts fencing		75,000			
5018	Sealcoat trails at Bassett Creek Park		7,000			
5071	Yonkers Park - new picnic shelter					25,000
5018	Build Yunkers Park trail					65,000
5004	Replace Becker Park ballfield fences					125,000
5016	Becker Park - landscape around activity building			10,000		
5052	Upgrade Skate Park equipment				20,000	
5073	Park Equipment - Bassett Creek Park		130,000			
5075	Park Equipment - Welcome Park			80,000		
5026	Park Equipment - Valley Place Park				110,000	
	Playground Equipment - Fair School Park					50,000
5056	Install permanent hockey rink - Twin Oaks Park			45,000		
5056	Rebuild hockey rink lights - Welcome Park				35,000	
5056	Install permanent hockey rink - Iron Horse Park				50,000	
5056	Install permanent hockey rink - Welcome Park				50,000	
5059	Replace #114 - 1984 Kubota tractor	20,000				
5042	Purchase leaf blower/vacuum	1,600				
5014	Replace #103 - 2000 GMC 1 ton pickup & plow		55,000			
5070	Replace #104 - 2000 GMC 3/4 ton truck		45,000			
5076	Replace #133 - 1999 water tanks & pump		40,000			
5074	Replace #120 - 2001 Toro Workman		10,000			
5009	Replace #105 - 2000 GMC 1 ton pickup with dumpbox			60,000		
5077	Replace #132 - 1997 Toro Workman			27,000		
5031	Replace #117A - Erskine snowblower				8,000	
5031	Replace #117 - 2002 Cat loader				80,000	
5078	Replace #127 - 2003 Toro 580D mower					90,000
	TOTAL PARKS	90,100	362,000	226,000	353,000	359,000

BU	Project Description	2014	2015	2016	2017	2018
	<u>FORESTRY</u>					
5800	Boulevard tree planting & Emerald Ash Borer treatment	28,000	33,000	33,000	33,000	30,000
	TOTAL FORESTRY	28,000	33,000	33,000	33,000	30,000
	<u>RECREATION</u>					
5202	Recreation software/CLASS replacement				10,000	10,000
	TOTAL RECREATION	0	0	0	10,000	10,000
	<u>SWIMMING POOL/WATERSLIDE</u>					
5404	Water slide gelcoat & renovation	70,000				
5401	Lounge seating	4,000		4,000		4,000
5407	Replace double door freezer at Pool	5,000				7,000
5400	Pool - add windows & screens to louvers of pool building		20,000			
5414	POS/Computer cash registers (3)		5,500			
5406	Replace sand in sand filters			7,000		
5418	Replace building hot water heater			1,000		
5401	Umbrella and/or fabric replacement program (3)			15,000		
5416	Maintain/renovate spray features			15,000		
5421	Chemical feed equipment controllers (3)				3,500	
5400	Extend irrigation system				15,000	
5415	Replace shower fixtures & shower heads				2,000	2,000
5416	Water walk cargo net					7,000
	TOTAL SWIMMING POOL/WATERSLIDE	79,000	25,500	42,000	20,500	20,000
	<u>COMMUNITY CENTER</u>					
5607	Rectangular tables & table carts	3,500			3,500	
5606	Folding chairs		3,000			3,000
5603	Padded chairs	15,000	20,000	20,000		
5601	Replace office chairs	2,000		2,000		2,000
5608	Replace conventional stove/oven	6,500				
5613	Replace carpet in Day Care Room	3,500				
5623	Paint gyms		17,000			
5623	Misc. repair/replace - rolldown doors (kitchen & office)		5,000			
5623	Replace hand dryers in all restrooms		6,500			
5617	Resurface gym floor		40,000			
5617	Resurface Crystal room floor to bare wood		6,000			
5618	Replace ice maker		2,500			
5601	Blinds replacement - Game Room		2,000			
5601	Blinds replacement - MN Room		3,500			
5601	Stage Curtain Replacement			5,000		
5605	Replacement program for TV's/DVD players			2,500		
5600	Replace LCD projector and add smart board				4,000	
5623	Inside doors, refinishing, repair, edging				3,500	
5623	Replace gym #3 double door				4,000	
5625	Replace screen in gym					4,000
5601	Replace 8 conference room chairs					4,000
5608	Replace convection ovens (2)					10,000
5613	Replace office carpet					8,500
	TOTAL COMMUNITY CENTER	30,500	105,500	29,500	15,000	31,500
TOTAL EXPENDITURES		1,089,600	1,433,000	1,183,500	903,500	865,700

<u>BU</u>	<u>Project Description</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
	FUNDING SOURCES					
	Special Assessment Income					
	Special Assessment Interest	30,000	26,000	24,000	22,000	20,000
	Special Assessment Income - Alley Project	94,800	102,000	90,000		
	Local Government Aid	188,764	190,652	192,558	194,484	196,429
	HRG Recycling Grant	15,000				
	Miscellaneous					
	Park Dedication Fees					
	Interest Income	84,000	123,297	154,083	186,525	221,782
	Interest Income - 10% to Fund Balance	(8,400)	(12,330)	(15,408)	(18,652)	(22,178)
	Insurance Reimbursement					
	Cable Franchise Fee	30,750				
	Sale of Property,	20,000				
	Transfer from Storm Water Fund (Alley Construction)	63,200	68,000	60,000		
	Transfer from General Fund (Tax Levy)	401,600	413,648	426,057	438,839	452,004
	Transfer from Economic Development Authority (Bass Lake Road)	150,000				
	TOTAL FUNDING SOURCES	1,069,714	911,267	931,291	823,195	868,037
	SURPLUS OR (DEFICIT)	(19,886)	(521,733)	(252,209)	(80,305)	2,337

Year-end Fund Balance 8,426,605 7,917,201 7,680,400 7,618,748 7,643,263

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. Year-end fund balance for the Major Building Replacement Fund was about \$10,250,000 as of December 31, 2013.

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

Planning is underway for site acquisition and construction of a new Public Works Facility at a new location.

Five Year Capital Improvement Plan

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Capital Outlays					
Public Works Facility	8,000,000	5,000,000	0	0	0
Total Capital Outlays	0	0	0	0	0
Funding Sources					
Property Tax Levy		563,153	563,153	563,153	563,153
Interest Income	60,000	28,090	-11,996	-1,216	15,399
Transfers from EDA Fund	500,000				
Utility Funds reimbursements		1,000,000			
Total Funding Sources	560,000	1,591,243	551,157	561,937	578,552
Surplus/(Deficit)	-7,440,000	-3,408,757	551,157	561,937	578,552
Year End Fund Balance	2,808,963	-599,794	-48,637	513,300	1,091,852

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 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	209,197-	186,984-	152,570-	96,000-	60,000-	60,000-
4880 CHANGE IN F.V. OF INVESTMENTS	19,607-	48,736-	33,008			
4800 TOTAL INVESTMENT EARNINGS	228,804-	235,720-	119,562-	96,000-	60,000-	60,000-
4900 TOTAL MISCELLANEOUS						
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS					500,000-	500,000-
5115 TRANSFER IN - GENERAL FUND			600,000-			
5100 TOTAL TRANSFERS IN			600,000-		500,000-	500,000-
4001 REVENUES	228,804-	235,720-	719,562-	96,000-	560,000-	560,000-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			56,354			
6200 TOTAL PROFESSIONAL SERVICES			56,354			
6300 TOTAL CONTRACTUAL SERVICES						
6500 TOTAL SUPPLIES						
6650 TOTAL PRINTING AND ADVERTISING						
6800 TOTAL MISCELLANEOUS						
6900 TOTAL CAPITAL OUTLAY						
6905 LAND					3,000,000	3,000,000
6910 BUILDINGS & STRUCTURES					5,000,000	5,000,000
6900 TOTAL CAPITAL OUTLAY					8,000,000	8,000,000
6001 EXPENDITURES AND EXPENSES			56,354		8,000,000	8,000,000
4000 REVENUES AND EXPENDITURES	228,804-	235,720-	663,208-	96,000-	7,440,000	7,440,000
00408 MAJOR BUILDING REPLACEMENT	228,804-	235,720-	663,208-	96,000-	7,440,000	7,440,000

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 \$128,200 will be made in 2014 to balance the PERF budget.

The 2014 budget provides for replacing three vehicles and a variety of small equipment.

One purchase that is out of the ordinary is the computer aided dispatch/records system. This will be done through the Local Government Information Systems, of which the City of Crystal is a member. LOGIS will be purchasing advanced software that will be used jointly by 24 police agencies. Crystal will be assessed \$135,000 for its share of the cost. This one-time expense will be offset by depositing \$135,000 collected from a developer for an issuer fee on bonded debt.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00235 POLICE EQUIPMENT REVOLVING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4304 FEDERAL - BULLETPROOF VESTS	1,296-	864-				
4328 FEDERAL -AM REC & REINVEST ACT	49,502-					
4300 TOTAL FED INTERGOVERNMENTAL	50,799-	864-				
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS					30,135-	30,135-
4349 STATE - BULLETPROOF VESTS	8,615-		864-			
4345 TOTAL STATE INTERGOVERNMENTAL	8,615-		864-		30,135-	30,135-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4425 ISSUER FEES ON CONDUIT DEBT					135,000-	135,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T					135,000-	135,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	69,303-	61,500-	49,645-	28,136-	28,170-	28,170-
4880 CHANGE IN F.V. OF INVESTMENTS	6,496-	16,030-	10,740			
4800 TOTAL INVESTMENT EARNINGS	75,798-	77,530-	38,904-	28,136-	28,170-	28,170-
4900 TOTAL MISCELLANEOUS						
4950 DONATIONS		1,400-				
4900 TOTAL MISCELLANEOUS		1,400-				
5000 TOTAL OTHER FINANCING SOURCES						
5015 ISSUANCE OF NOTES	58,501-					
5039 PROCEEDS-SALE OF PROP/EQUIP	13,628-	5,151-	34,142-	15,000-	15,000-	15,000-
5000 TOTAL OTHER FINANCING SOURCES	72,129-	5,151-	34,142-	15,000-	15,000-	15,000-
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	94,850-	102,300-	114,400-	125,700-	128,200-	128,200-
5100 TOTAL TRANSFERS IN	94,850-	102,300-	114,400-	125,700-	128,200-	128,200-
4001 REVENUES	302,191-	187,244-	188,311-	168,836-	336,505-	336,505-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6170 CLOTHING & CLOTHING ALLOW	17,196	6,912	4,470		4,800	4,800
6100 TOTAL EMPLOYEE BENEFITS	17,196	6,912	4,470		4,800	4,800
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES			2,789			
6500 TOTAL SUPPLIES			2,789			
6900 TOTAL CAPITAL OUTLAY						
6920 MACHINERY AND EQUIPMENT	52,154	24,259	44,755	47,800	77,535	77,535
6925 OFFICE EQUIP & FURNITURE	9,643	18,594				
6926 SOFTWARE	58,501				135,000	135,000
6930 VEHICLES & TRAILERS	112,138	89,065	117,279	110,000	107,000	107,000
6900 TOTAL CAPITAL OUTLAY	232,435	131,918	162,033	157,800	319,535	319,535

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	12,401		11,019	11,350		
7120 INTEREST EXPENSE			1,382	1,052		
7100 TOTAL DEBT SERVICE	12,401		12,401	12,402		
7200 TOTAL OTHER FINANCING USES						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	262,032	138,830	181,693	170,202	324,335	324,335
4000 REVENUES AND EXPENDITURES	40,159-	48,414-	6,617-	1,366	12,170-	12,170-
00235 POLICE EQUIPMENT REVOLVING	40,159-	48,414-	6,617-	1,366	12,170-	12,170-

Police Equipment Revolving Fund (Fund 235)
Multi-Year Capital Improvement Plan
2014 Adopted Budget

BU	Car	Project Description		2014	2015	2016	2017	2018
3501	200	2011 Ford Crown Victoria	Patrol/traffic			40,000		
3502	201	2012 Ford Interceptor	Patrol		40,000			
3503	202	2011 Ford Crown Victoria	Patrol	40,000				41,000
3504	203	2010 Ford Crown Victoria	Patrol	40,000				
3505	204	2013 Ford Interceptor	Patrol				40,000	
3506	205	2007 Chevy Impala, black	Investigations			25,000		
3507	206	2007 Chevy Impala, blue	Investigations		25,000			
3509	208	2013 Ford Interceptor	Patrol				40,000	
3510	209	2008 Chevy Impala, silver	Chief	27,000				
3511	210	2012 Ford Utility vehicle	C.S.O.		40,000			41,000
3512	211	2011 Ford Crown Victoria	Patrol			40,000		
3513	212	2009 Chevy Impala, unmarked	Deputy Chief					27,000
3515	214	2010 Ford Crown Victoria	Patrol Lieutenant					41,000
3516	215	2013 Ford Interceptor	Patrol Supervisors			40,000		
	220	2010 Ford Crown Victoria	K-9 unit		3,000			
3526	225	2009 Ford Crown Victoria, unmarked	Investigations Lieutenant				38,000	
	228	Explorers van					1,000	
3533		Computer Aided Dispatch / Records System		135,000				
3535		Mobile radios (\$5,000 each)		10,000	15,000	20,000	20,000	
3536		Mobile Data Computers (\$6,000 each)		12,000	12,000	18,000	18,000	18,000
3537		Mobile Radar/Lidar Replacement (\$2,900 each)			8,600	10,400		8,600
3538		In squad digital video (\$6,000 each)			6,000	6,000	6,000	6,000
3539		Replace L3 digital video server				18,000		
3540		Defibrillator Units (\$2,000)			8,000	8,000	8,000	
3541		X-26 Tasers (28 needed at \$1,000 each)		8,000	4,000	5,000	11,000	
3545		Handgun / rifle replacement						12,000
3546		Portable radios (\$2,900 each)		17,400	14,800	14,800		
5347		Bullet-proof vests			20,000	10,000		
3548		Tactical vests (\$2,400 each)		4,800			7,200	
3549		Auto theft prevention equipment		30,135	200			
		Evidence manager system					2,400	
Total				324,335	196,600	255,200	191,600	194,600

Funding Sources

Federal grant - bullet-proof vests				2,200				
State grant - bullet-proof vests				5,800				
State grant - auto theft prevention		30,135	200					
Issuer fee on conduit debt		135,000						
Interest Income		31,300	47,938	63,697	78,490	94,977		
Interest Income - 10% to Fund Balance		-3,130	-4,794	-6,370	-7,849	-9,498		
Sale of Property		15,000	15,000	15,000	15,000	15,000		
Operating Transfer from General Fund		128,200	132,046	136,007	140,088	144,290		
Total				336,505	190,390	216,335	225,729	244,769

Budgeted Expenditures -Over / Under Funding Sources	12,170	-6,210	-38,865	34,129	50,169
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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 an aerial 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. Additional transfers were made from the General Fund from 2008 through 2011. 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.

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. 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 Districts purchases of fire trucks.

The West Metro Fire and Rescue District is not planning any purchases of major equipment in the next 5 years. The current balance of \$640,000 in the Fire Equipment Revolving Fund may be retained for the next purchase of major equipment. This will most likely be an aerial truck in about the year 2020.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00409 FIRE EQUIPMENT REVOLVING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	15,348-	4,981-	9,695-	6,300-	6,300-	6,300-
4880 CHANGE IN F.V. OF INVESTMENTS	1,439-	1,298-	2,098			
4800 TOTAL INVESTMENT EARNINGS	16,787-	6,280-	7,598-	6,300-	6,300-	6,300-
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	281,900-	725,000-				
5100 TOTAL TRANSFERS IN	281,900-	725,000-				
4001 REVENUES	298,687-	731,280-	7,598-	6,300-	6,300-	6,300-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6240 FIRE PROTECTION SERVICES	636,856	636,856				
6200 TOTAL PROFESSIONAL SERVICES	636,856	636,856				
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	636,856	636,856				
4000 REVENUES AND EXPENDITURES	338,169	94,424-	7,598-	6,300-	6,300-	6,300-
00409 FIRE EQUIPMENT REVOLVING	338,169	94,424-	7,598-	6,300-	6,300-	6,300-

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.

Pavement mill & overlay projects are an essential part of a long term street maintenance program. Overlays will be assessed to the property owners (street reconstruction assessments will be paid off by then).

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 will continue until the phases undergo mill and overlay. The streets will also need more frequent seal coating until they undergo the mill and overlay.

Five Year Capital Improvement Plan

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Capital Outlays					
Street Phase 1-3 patching	50,000	12,000			
Phases 4 & 8 sealcoat	277,106				
Phases 5 & 9 sealcoat			250,990		
Phases 10 sealcoat				226,399	
Phase 1 mill & overlay	802,938				
Phase 2 mill & overlay		1,001,845			
Phase 3 mill & overlay			1,061,333		
Phase 4 mill & overlay					776,973
Total Capital Outlays	1,130,044	1,013,845	1,312,323	226,399	776,973
Funding Sources					
Special assessments	30,364	499,084	451,581	392,361	536,936
Interest Income	18,461	15,759	12,532	0	7,306
Other city reimbursement			41,553	103,432	
State Aid Streets					528,000
General Fund transfer	72,800	74,984	77,234	79,551	81,937
Total Funding Sources	121,625	589,827	582,900	575,344	1,154,179
Surplus/ -Deficit	-1,008,419	-424,018	-729,423	348,945	377,206

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00410 STREET MAINTENANCE						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME		14,156-	14,543-	18,937-	13,088-	13,088-
4060 SPECIAL ASSESS - DELINQUENT			811-			
4065 SPECIAL ASSESS - PREPAID	53,423-	4,941-	9,177-	4,500-	7,853-	7,853-
4070 SPECIAL ASSESS - PENALTIES		90-	555-			
4075 SPECIAL ASSESS - INTEREST	37-	15,805-	12,301-	10,000-	9,423-	9,423-
4050 TOTAL SPECIAL ASSESSMENTS	53,460-	34,992-	37,387-	33,437-	30,364-	30,364-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4430 TAXABLE-COPIES, MAPS, DOCS, ETC	331-	28-	28-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T	331-	28-	28-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	50,670-	37,368-	29,517-	27,643-	18,461-	18,461-
4880 CHANGE IN F.V. OF INVESTMENTS	4,749-	9,740-	6,386			
4800 TOTAL INVESTMENT EARNINGS	55,419-	47,107-	23,131-	27,643-	18,461-	18,461-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER	272,442-	9,398-				
4900 TOTAL MISCELLANEOUS	272,442-	9,398-				
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	65,300-	167,250-	69,300-	71,400-	72,800-	72,800-
5100 TOTAL TRANSFERS IN	65,300-	167,250-	69,300-	71,400-	72,800-	72,800-
4001 REVENUES	446,952-	258,775-	129,846-	132,480-	121,625-	121,625-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	28,726	5,069	84			
6225 BANK CHARGES & CR CARD FEES	106					
6200 TOTAL PROFESSIONAL SERVICES	28,832	5,069	84			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	814,208	322,614	147,168	89,370	1,080,044	1,080,044
6300 TOTAL CONTRACTUAL SERVICES	814,208	322,614	147,168	89,370	1,080,044	1,080,044
6440 TOTAL REPAIR & MAINT SERVICES						
6471 PAINTING - SIGNALS & STRIPING			6,244			
6440 TOTAL REPAIR & MAINT SERVICES			6,244			
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	1,289	4,809	4,809	5,000		
6480 TOTAL RENTALS	1,289	4,809	4,809	5,000		
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,651	461	651	5,000		
6550 STREET MAINTENANCE MATERIALS	136	6,555	6,072		50,000	50,000
6560 STREET SIGNS & POSTS	6,763					
6500 TOTAL SUPPLIES	8,550	7,015	6,723	5,000	50,000	50,000
6600 TOTAL COMMUNICATIONS						

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6605 POSTAGE	163	304				
6600 TOTAL COMMUNICATIONS	163	304				
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	272	66	406			
6690 ADVERTISING - GENERAL	64	252	124			
6650 TOTAL PRINTING AND ADVERTISING	336	318	530			
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	853,378	340,129	165,559	99,370	1,130,044	1,130,044
4000 REVENUES AND EXPENDITURES	406,426	81,354	35,713	33,110-	1,008,419	1,008,419
00410 STREET MAINTENANCE	406,426	81,354	35,713	33,110-	1,008,419	1,008,419

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 in 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 13 were reconstructed between 1994 and 2013.

Phase 13, known as the Becker Park neighborhood, will be reconstructed in 2013. It includes the area bounded by north by Bass Lake Road; on the east by West Broadway; on the south by the Canadian Pacific Railroad and west by the New Hope city limits. Small portions of some streets shared with the City of New Hope are included in the project.

Generally speaking, each phase has balanced budget. However, special assessments and state aid revenues often are not received until several years after the project is completed. This will cause the Street Reconstruction Fund to show deficits until after all phases are completed and the lagging revenues are collected.

Five Year Capital Improvement Plan

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Capital Outlays					
Admin & pavement study	16,900	1,950	2,000	19,050	2,100
Phase 13, Becker Park	566,077				
Phase 14, Lions Park	221,335	4,884,481	1,187,919		
Phase 15, Twin Oaks		227,168	5,497,878	1,478,894	
Phase 16, Skyway		25,000	230,370	6,790,096	2,051,762
Total Capital Outlays	804,312	5,138,599	6,918,167	8,288,040	2,053,862
Funding Sources					
Special assessments	344,572	1,207,190	1,678,730	1,898,359	623,818
State aid for streets	320,000	600,000	600,000	600,000	100,000
Interest Income	25,398	38,020	40,442	56,440	34,658
Other city reimbursement	322,136	0	183,254	0	340,110
Utility reimbursement	0	474,591	657,025	987,514	0
Sale of bonds	0	2,535,498	4,022,355	4,019,689	0
Total Funding Sources	1,012,106	4,855,299	7,181,806	7,562,002	1,098,586
Surplus/ -Deficit	207,794	-283,300	263,639	-726,038	-955,276

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00415 STREET RECONSTRUCTION						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	241,781-	207,019-	172,494-	211,317-	252,388-	252,388-
4060 SPECIAL ASSESS - DELINQUENT	6,126-	7,263-	3,617-			
4065 SPECIAL ASSESS - PREPAID	39,462-	740,108-	1,183,001-	914,175-		
4070 SPECIAL ASSESS - PENALTIES	2,461-	2,757-	1,912-			
4075 SPECIAL ASSESS - INTEREST	104,725-	86,356-	88,224-	80,313-	92,184-	92,184-
4050 TOTAL SPECIAL ASSESSMENTS	394,556-	1,043,503-	1,449,247-	1,205,805-	344,572-	344,572-
4345 TOTAL STATE INTERGOVERNMENTAL						
4385 STATE - STREET AID	569,159-	1,830,209-	630,682-	100,000-	320,000-	320,000-
4345 TOTAL STATE INTERGOVERNMENTAL	569,159-	1,830,209-	630,682-	100,000-	320,000-	320,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	59,147-	67,181-	64,427-	25,017-	25,398-	25,398-
4880 CHANGE IN F.V. OF INVESTMENTS	5,544-	17,510-	13,938			
4800 TOTAL INVESTMENT EARNINGS	64,691-	84,692-	50,488-	25,017-	25,398-	25,398-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER	128-	180,474-	222,044-	203,846-	322,136-	322,136-
4900 TOTAL MISCELLANEOUS	128-	180,474-	222,044-	203,846-	322,136-	322,136-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS		1,704,489-	2,635,000-	2,931,928-		
5020 PREMIUM ON BONDS ISSUED			70,531-			
5000 TOTAL OTHER FINANCING SOURCES		1,704,489-	2,705,531-	2,931,928-		
5100 TOTAL TRANSFERS IN						
4001 REVENUES	1,028,533-	4,843,366-	5,057,992-	4,466,596-	1,012,106-	1,012,106-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	218,768	585,872	790,184	646,134	305,526	305,526
6225 BANK CHARGES & CR CARD FEES	236	2,251	4,704	5,000		
6200 TOTAL PROFESSIONAL SERVICES	219,004	588,123	794,888	651,134	305,526	305,526
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		35,763	47,466			
6315 TREE TRIM / REMOVAL SERVICES			350			
6360 ST RECONSTRUCTION -CONTRACTUAL	1,105,639	2,236,039	4,438,769	5,003,197	498,786	498,786
6300 TOTAL CONTRACTUAL SERVICES	1,105,639	2,271,802	4,486,584	5,003,197	498,786	498,786
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP			3,099			
6480 TOTAL RENTALS			3,099			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	52	147	197			
6530 LANDSCAPE MAT'LS & SUPPLIES			282			
6550 STREET MAINTENANCE MATERIALS	1,200					

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6500 TOTAL SUPPLIES	1,252	147	479			
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	229	639	294			
6690 ADVERTISING - GENERAL		322	535			
6650 TOTAL PRINTING AND ADVERTISING	229	961	829			
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES		1,080	3,339			
6800 TOTAL MISCELLANEOUS		1,080	3,339			
6900 TOTAL CAPITAL OUTLAY						
7100 TOTAL DEBT SERVICE						
7140 DEBT ISSUANCE COSTS		28,959	48,333	57,489		
7100 TOTAL DEBT SERVICE		28,959	48,333	57,489		
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND		10,381	10,380	10,600		
7180 TOTAL INTERFUND SERVICES USED		10,381	10,380	10,600		
7200 TOTAL OTHER FINANCING USES						
7215 DISCOUNT ON BONDS ISSUED		17,391				
7200 TOTAL OTHER FINANCING USES		17,391				
6001 EXPENDITURES AND EXPENSES	1,326,123	2,918,844	5,347,932	5,722,420	804,312	804,312
4000 REVENUES AND EXPENDITURES	297,590	1,924,523-	289,940	1,255,824	207,794-	207,794-
00415 STREET RECONSTRUCTION	297,590	1,924,523-	289,940	1,255,824	207,794-	207,794-

Water Utility Fund 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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</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	0.13
PW administrative assistant	0.24	0.24	0.24
Utility billing specialist	0.40	0.40	0.40
Payroll/utility billing specialist	0.32	0.40	0.40

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 (1): 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.

2014 Goals and Objectives

- Continue with the development of the emergency backup water supply including drilling 3 new wells and bringing the New Hope well on line.
- Continue with the replacement of control valves on large diameter mains.
- Oversee the construction of the replacement of a portion of the Robbinsdale section of the 36" water pipeline from Minneapolis as part of the Hennepin County reconstruction of County Road 9 (construction scheduled for 2014 – 2016).
- Continue to maintain the existing distribution system and pump station to deliver a reliable and quality domestic water supply to all Crystal consumers.

Budget Highlights

Line Item/Description	Amount	Discussion
6365 / Water charges Joint Water Commission	\$2,322,454	Cost of water purchased from the City of Minneapolis through the JWC (Cities of Crystal, Golden Valley & New Hope)
6370 / Service connection fees	\$52,000	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	\$118,451	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

Conservation water rates provide for the rate per unit of water to increase as the customer consumes more water.

In 2014, the residential tiers are scheduled to increase:

	<u>2013</u>	<u>2014</u>
Tier 1 - Retail rate per 1,000 gallons	4.05	4.30
Tier 2 – Retail rate per 1,000 gallons	4.45	4.70
Tier 3 – Retail rate per 1,000 gallons	4.85	5.10

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00505 WATER UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	924-	5,613	248			
4060 SPECIAL ASSESS - DELINQUENT			4,433-			
4065 SPECIAL ASSESS - PREPAID	735-					
4070 SPECIAL ASSESS - PENALTIES	9,512-	10,001-	12,660-	10,000-	12,000-	12,000-
4075 SPECIAL ASSESS - INTEREST	50,566-	53,814-	45,781-	50,000-	48,000-	48,000-
4050 TOTAL SPECIAL ASSESSMENTS	61,737-	58,202-	62,626-	60,000-	60,000-	60,000-
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	2,541,809-	2,484,167-	2,720,583-	2,750,000-	2,910,000-	2,910,000-
4660 UTILITY PENALTIES	54,780-	53,047-	57,437-	57,000-	60,000-	60,000-
4665 REIMBURSEMENT -JWC	11,245-	12,110-	12,344-	12,000-	12,000-	12,000-
4650 TOTAL CH. FOR SERV -ENTERPRISE	2,607,834-	2,549,323-	2,790,363-	2,819,000-	2,982,000-	2,982,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	64,904-	56,953-	40,061-	27,000-	23,300-	23,300-
4880 CHANGE IN F.V. OF INVESTMENTS	6,083-	14,844-	8,667			
4800 TOTAL INVESTMENT EARNINGS	70,987-	71,798-	31,394-	27,000-	23,300-	23,300-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	15,014-	10,916-	18,405-	15,000-	15,000-	15,000-
4915 REIMBURSEMENT -OTHER	3,500-	3,740-				
4946 JWC- \$.02/1000 GAL GEN/ADM FEE	12,343-	11,512-	12,691-	12,000-	12,000-	12,000-
4947 SALE OF METERS & PARTS	7,380-	7,518-	4,821-	6,000-	6,000-	6,000-
4948 STATE TESTING FEE BILLED	7,482-	50,186-	49,531-	50,000-	50,000-	50,000-
4955 CERTIFICATION FEES - UB	26,460-	24,325-	22,995-	24,000-	24,000-	24,000-
4900 TOTAL MISCELLANEOUS	72,179-	108,197-	108,443-	107,000-	107,000-	107,000-
5000 TOTAL OTHER FINANCING SOURCES						
5003 NET INCOME FROM JOINT VENTURE	27,475-	193,633-	159,919-			
5040 GAIN ON DISPOSITION OF ASSETS		7,333-				
5000 TOTAL OTHER FINANCING SOURCES	27,475-	200,966-	159,919-			
4001 REVENUES	2,840,212-	2,988,486-	3,152,745-	3,013,000-	3,172,300-	3,172,300-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	206,052	195,317	211,305	222,049	225,894	225,894
6015 OVERTIME-REGULAR EMPLOYEES	8,438	5,773	5,525	6,400	6,400	6,400
6050 SALARIES/WAGES-TEMP EMPLOYEES	2,776	2,141	1,907	2,800	3,200	3,200
6055 OVERTIME-TEMP EMPLOYEES		12	6			
6060 DEMO REIMB FROM EDA/TIF FUNDS	706-	2,198-	399-	800-		
6003 TOTAL SALARIES AND WAGES	216,560	201,044	218,343	230,449	235,494	235,494
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	16,009	14,803	15,820	17,691	18,015	18,015
6110 PERA - COORDINATED	15,032	14,577	15,100	16,766	16,841	16,841
6140 HEALTH INSURANCE	32,643	34,382	33,415	37,597	45,169	45,169
6142 HEALTH SAVINGS ACCOUNTS	742	1,995	2,650			
6145 DENTAL INSURANCE	550	361	461	614	461	461
6150 LIFE INSURANCE	81	78	86	83	83	83
6155 RETIRE HLTH SAVINGS PLAN	2,515	2,324	2,380	2,557	2,584	2,584

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6170 CLOTHING & CLOTHING ALLOW	696	773	802	900	900	900
6185 WORKERS COMP INSURANCE	4,400	4,226	4,722	4,975	5,031	5,031
6188 OPEB ANNUAL ADJUSTMENT	2,485	939	2,390			
6195 COMPENSATED ABSENCES	2,399	882	3,695			
6100 TOTAL EMPLOYEE BENEFITS	77,551	75,339	81,520	81,183	89,084	89,084
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	7,711	8,663	8,038	15,000	12,000	12,000
6225 BANK CHARGES & CR CARD FEES	3,663	4,099	3,736	4,000	4,000	4,000
6200 TOTAL PROFESSIONAL SERVICES	11,373	12,762	11,774	19,000	16,000	16,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,350	2,758	5,178	6,000	9,600	9,600
6320 LOGIS SERVICES	18,284	19,068	18,720	19,568	20,155	20,155
6365 WATER CHARGES - JWC	1,740,267	2,107,594	2,258,408	2,138,230	2,322,454	2,322,454
6366 WATER-ADDTL \$.02/1000 GAL-JWC	12,343	11,512	12,691	12,000	12,000	12,000
6370 SERVICE CONN FEES - WATER	49,915	49,880	50,503	50,000	52,000	52,000
6300 TOTAL CONTRACTUAL SERVICES	1,823,159	2,190,812	2,345,500	2,225,798	2,416,209	2,416,209
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	1,406	1,375	1,259	1,500	1,440	1,440
6410 GAS SERVICE	1,135	1,084	727	1,200	1,200	1,200
6415 RUBBISH REMOVAL	462	294	349	500	400	400
6420 CITY UTILITY CHARGES	1,331	896	1,080	1,000	1,100	1,100
6400 TOTAL UTILITIES	4,334	3,648	3,414	4,200	4,140	4,140
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES		1,243	9	1,200	1,200	1,200
6450 EQUIPMENT R & M SERVICES	91	3,457	562	1,200	1,200	1,200
6455 VEHICLE R & M SERVICES	990	1,614	84	1,600	1,400	1,400
6466 WATER REPAIR - CONTRACTUAL	5,506	94,423	105,071	30,000	30,000	30,000
6470 SERVICE CONTRACTS	221	3,112	3,430	3,600	3,500	3,500
6440 TOTAL REPAIR & MAINT SERVICES	6,809	103,848	109,157	37,600	37,300	37,300
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	653	253		500	500	500
6480 TOTAL RENTALS	653	253		500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	3,406	4,209	4,903	4,800	5,000	5,000
6525 BLDG REPAIR/MAINT SUPPLIES	127	85	220	1,200	1,000	1,000
6530 LANDSCAPE MAT'LS & SUPPLIES			634	500	500	500
6535 EQUIP MAINT SUPPLIES	1,294	1,056	2,185	4,000	4,000	4,000
6540 VEHICLE SUPPLIES	2,059	2,452	2,461	2,500	2,500	2,500
6545 MOTOR FUELS	8,408	10,314	10,169	10,600	10,600	10,600
6550 STREET MAINTENANCE MATERIALS	18,377	8,871	6,838	10,000	10,000	10,000
6555 SAFETY SUPPLIES	880	406	462	900	900	900
6575 UTILITY SYSTEM MAINT SUPPLIES	22,830	16,391	1,635	16,000	16,000	16,000
6500 TOTAL SUPPLIES	57,381	43,785	26,235	50,500	50,500	50,500
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	4,411	4,953	1,528	5,500	1,500	1,500
6610 PHONE SERVICES	425	389	509	700	700	700
6620 DELIVERY CHARGES	8	11	11	100	100	100
6600 TOTAL COMMUNICATIONS	4,845	5,352	2,047	6,300	2,300	2,300

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Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	348	294	453	700	600	600
6660 PRINTING - NOTICES/ORDINANCES		189		600	600	600
6650 TOTAL PRINTING AND ADVERTISING	348	483	453	1,300	1,200	1,200
6700 TOTAL INSURANCE						
6705 INSURANCE	7,162	7,172	7,599	7,365	4,803	4,803
6700 TOTAL INSURANCE	7,162	7,172	7,599	7,365	4,803	4,803
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,376	1,640	1,578	2,000	2,000	2,000
6820 DUES AND SUBSCRIPTIONS	1,909	1,736	453	1,000	1,000	1,000
6830 LICENSES, PERMITS AND TAXES	188	823	269	800	800	800
6840 BOOKS AND PUBLICATIONS	45	131	78	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	1,581	4,036	1,366	5,000	4,000	4,000
6800 TOTAL MISCELLANEOUS	5,098	8,366	3,745	8,900	7,900	7,900
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	3,754	3,754	3,754	3,751	3,884	3,884
7015 DEPR-IMPROVE OTHER THAN BLDGS					850	850
7020 DEPR-MACHINERY & EQUIPMENT	103,274	110,120	120,026	120,018	120,018	120,018
7025 DEPR-OFFICE EQUIP & FURNITURE	5,858	5,858	5,858	5,858	5,858	5,858
7030 DEPR-VEHICLES & TRAILERS	8,666	7,881	7,881	7,814	4,530	4,530
7035 DEPR-INFRA-UTILITY SYSTEMS	30,824	31,201	35,119	46,235	48,330	48,330
7000 TOTAL DEPRECIATION	152,376	158,814	172,637	183,676	183,470	183,470
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	114,495	118,913	112,320	117,472	118,451	118,451
7180 TOTAL INTERFUND SERVICES USED	114,495	118,913	112,320	117,472	118,451	118,451
7200 TOTAL OTHER FINANCING USES						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	2,482,145	2,930,591	3,094,744	2,974,243	3,167,351	3,167,351
4000 REVENUES AND EXPENDITURES	358,066-	57,895-	58,001-	38,757-	4,949-	4,949-
00505 WATER UTILITY	358,066-	57,895-	58,001-	38,757-	4,949-	4,949-

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</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	0.13
PW administrative assistant	0.24	0.24	0.24
Utility billing specialist	0.40	0.40	0.40
Payroll/utility billing specialist	0.32	0.40	0.40

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 (1): 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.

2014 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.

Budget Highlights

Line Item/Description	Amount	Discussion
6375 / Sewage disposal charges – Metro Council Environmental Services	\$1,319,193	Sewage treatment fee paid to the Metropolitan Council Environment Services. This is influenced by the MCES operating costs and the amount of infiltration & inflow.
7181 / Admin. service charge by General Fund	\$118,451	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 increase in 2014 to \$48.60 per quarter, up from the \$46.80 per quarter that is in effect for 2013. Commercial sewer rates will also increase to \$2.15 per unit of water as compared with the \$2.07 per unit of water that is in effect for 2013.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00510 SEWER UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	1,877,745-	1,931,083-	1,936,762-	1,940,000-	2,012,300-	2,012,300-
4660 UTILITY PENALTIES	34,687-	36,371-	35,792-	36,000-	37,000-	37,000-
4695 CREDIT - SR/DISABLED DISCOUNT	49,192	47,711	45,208	48,000	46,000	46,000
4698 CREDIT - SENIOR RENTAL REBATE	6,410	6,579	7,620	7,000	6,000	6,000
4650 TOTAL CH. FOR SERV -ENTERPRISE	1,856,830-	1,913,165-	1,919,725-	1,921,000-	1,997,300-	1,997,300-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	103,745-	90,039-	69,059-	42,200-	38,000-	38,000-
4880 CHANGE IN F.V. OF INVESTMENTS	9,724-	23,468-	14,941			
4800 TOTAL INVESTMENT EARNINGS	113,468-	113,507-	54,118-	42,200-	38,000-	38,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	9,266-	11,558-	3,388-	9,000-	6,000-	6,000-
4900 TOTAL MISCELLANEOUS	9,266-	11,558-	3,388-	9,000-	6,000-	6,000-
5000 TOTAL OTHER FINANCING SOURCES						
5040 GAIN ON DISPOSITION OF ASSETS		7,333-				
5000 TOTAL OTHER FINANCING SOURCES		7,333-				
4001 REVENUES	1,979,564-	2,045,563-	1,977,231-	1,972,200-	2,041,300-	2,041,300-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	206,017	195,317	211,305	222,049	225,894	225,894
6015 OVERTIME-REGULAR EMPLOYEES	8,473	5,773	5,525	6,400	6,400	6,400
6050 SALARIES/WAGES-TEMP EMPLOYEES	2,776	2,141	1,907	2,800	3,200	3,200
6055 OVERTIME-TEMP EMPLOYEES		12	6			
6060 DEMO REIMB FROM EDA/TIF FUNDS	706-	2,198-	399-	800-		
6003 TOTAL SALARIES AND WAGES	216,560	201,044	218,343	230,449	235,494	235,494
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	16,009	14,803	15,820	17,691	18,015	18,015
6110 PERA - COORDINATED	15,032	14,577	15,100	16,766	16,841	16,841
6140 HEALTH INSURANCE	32,643	34,382	33,570	37,597	45,169	45,169
6142 HEALTH SAVINGS ACCOUNTS	742	1,995	2,650			
6145 DENTAL INSURANCE	506	361	461	614	461	461
6150 LIFE INSURANCE	81	78	86	83	83	83
6155 RETIRE HLTH SAVINGS PLAN	2,515	2,324	2,380	2,557	2,584	2,584
6170 CLOTHING & CLOTHING ALLOW	696	773	802	900	900	900
6185 WORKERS COMP INSURANCE	4,400	4,226	4,722	4,975	5,031	5,031
6188 OPEB ANNUAL ADJUSTMENT	2,481	939	2,390			
6195 COMPENSATED ABSENCES	2,399	882	3,695			
6100 TOTAL EMPLOYEE BENEFITS	77,503	75,339	81,675	81,183	89,084	89,084
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,872	2,342	1,729	30,000	2,400	2,400
6225 BANK CHARGES & CR CARD FEES	88	253	444	750	750	750
6200 TOTAL PROFESSIONAL SERVICES	2,960	2,595	2,173	30,750	3,150	3,150
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,350	2,227	5,178	6,000	9,600	9,600

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6320 LOGIS SERVICES	18,764	19,068	18,720	19,568	20,155	20,155
6375 SEWAGE DISPOSAL CHARGES - MCES	1,283,319	1,279,669	1,246,377	1,270,154	1,319,193	1,319,193
6300 TOTAL CONTRACTUAL SERVICES	1,304,434	1,300,963	1,270,275	1,295,722	1,348,948	1,348,948
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	16,401	19,912	15,381	20,400	18,000	18,000
6410 GAS SERVICE	1,594	1,519	1,076	1,600	1,600	1,600
6415 RUBBISH REMOVAL	462	294	349	500	400	400
6420 CITY UTILITY CHARGES	1,331	894	1,126	1,000	1,200	1,200
6400 TOTAL UTILITIES	19,788	22,619	17,932	23,500	21,200	21,200
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES		2,664		1,200	1,200	1,200
6450 EQUIPMENT R & M SERVICES	3,111	286	3,518	1,500	1,500	1,500
6455 VEHICLE R & M SERVICES	990	1,485	65	1,000	1,000	1,000
6460 STREET R & M SERVICES				1,000	1,000	1,000
6467 SEWER REPAIR - CONTRACTUAL	3,589	3,767	10,471	10,000	10,000	10,000
6468 LIFT STAT REPAIR - CONTRACTUAL			5,084	4,000	5,000	5,000
6470 SERVICE CONTRACTS	333	112	224	200	200	200
6440 TOTAL REPAIR & MAINT SERVICES	8,023	8,314	19,362	18,900	19,900	19,900
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	6,433	3,622	5,292	6,000	6,000	6,000
6525 BLDG REPAIR/MAINT SUPPLIES	127	105	167	1,500	1,500	1,500
6530 LANDSCAPE MAT'LS & SUPPLIES				200	200	200
6535 EQUIP MAINT SUPPLIES	2,941	3,849	5,379	6,500	6,500	6,500
6540 VEHICLE SUPPLIES	1,176	1,053	2,895	2,500	2,500	2,500
6545 MOTOR FUELS	8,486	10,314	10,169	10,600	10,600	10,600
6550 STREET MAINTENANCE MATERIALS	917		1,228	3,000	3,000	3,000
6555 SAFETY SUPPLIES	517	393	412	750	750	750
6575 UTILITY SYSTEM MAINT SUPPLIES	8,116	21,876	13,453	18,000	18,000	18,000
6580 SEWER LINE REPAIR SUPPLIES				2,500	2,500	2,500
6585 LIFT STATION REPAIR SUPPLIES	3,027	1,007	2,904	4,000	4,000	4,000
6500 TOTAL SUPPLIES	31,740	42,221	41,900	55,550	55,550	55,550
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	4,464	4,878	1,482	5,500	1,500	1,500
6610 PHONE SERVICES	831	896	1,016	1,100	1,100	1,100
6600 TOTAL COMMUNICATIONS	5,295	5,774	2,498	6,600	2,600	2,600
6650 TOTAL PRINTING AND ADVERTISING						
6690 ADVERTISING - GENERAL	480			250	250	250
6650 TOTAL PRINTING AND ADVERTISING	480			250	250	250
6700 TOTAL INSURANCE						
6705 INSURANCE	7,141	7,504	7,377	6,325	18,436	18,436
6700 TOTAL INSURANCE	7,141	7,504	7,377	6,325	18,436	18,436
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,836	2,005	1,731	2,000	2,000	2,000
6820 DUES AND SUBSCRIPTIONS	241	40	370	600	600	600

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6830 LICENSES, PERMITS AND TAXES	110	51	116	100	150	150
6840 BOOKS AND PUBLICATIONS	85	62	78	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	1,077	2,164	1,155	2,400	1,800	1,800
6800 TOTAL MISCELLANEOUS	3,349	4,322	3,450	5,200	4,650	4,650
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	3,681	3,681	3,681	3,677	3,810	3,810
7020 DEPR-MACHINERY & EQUIPMENT	23,404	20,785	20,168	19,226	18,028	18,028
7030 DEPR-VEHICLES & TRAILERS	8,666	7,880	7,880	7,814	4,530	4,530
7035 DEPR-INFRA-UTILITY SYSTEMS	105,961	107,022	65,663	72,576	82,323	82,323
7000 TOTAL DEPRECIATION	141,712	139,368	97,392	103,293	108,691	108,691
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	114,495	118,913	112,320	117,472	118,451	118,451
7180 TOTAL INTERFUND SERVICES USED	114,495	118,913	112,320	117,472	118,451	118,451
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS	314					
7200 TOTAL OTHER FINANCING USES	314					
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	1,934,868	1,928,975	1,874,699	1,976,194	2,027,404	2,027,404
4000 REVENUES AND EXPENDITURES	44,697-	116,587-	102,532-	3,994	13,896-	13,896-
00510 SEWER UTILITY	44,697-	116,587-	102,532-	3,994	13,896-	13,896-

Storm Drainage Utility Fund – 515

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>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Budget</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	0.57
PW administrative assistant	0.12	0.12	0.12
Utility billing specialist	0.20	0.20	0.20
Payroll/utility billing specialist	0.16	0.20	0.20

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 (1): 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.

2014 Goals and Objectives

- Completion of the MAC Park 639W water quality channel project.
- Begin the design of the storm drainage collection system upgrades in the Phase 14 North Lions Park Street Reconstruction Project Area, to be built in 2015.
- Design and build the Memory Pond watershed emergency bypass pumping force main on Douglas Drive, eliminating the need to lay temporary piping in the road.

Budget Highlights

Line Item/Description	Amount	Discussion
7181 / Admin. service charge by General Fund	\$31,874	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 – Permanent Improvement Revolving Fund	\$63,200	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 \$10.80 per quarter that is in effect for 2013 to \$11.70 per quarter in 2014. Commercial storm drainage rates will increase from \$270.00 per acre in 2013 to \$292.50 per acre in 2014.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00515 STORM DRAINAGE UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS		347,404-				
4345 TOTAL STATE INTERGOVERNMENTAL		347,404-				
4390 TOTAL OTHER INTERGOVERNMENTAL						
4393 LOCAL - MISCELLANEOUS	71,385-		1,695-	835,000-		
4390 TOTAL OTHER INTERGOVERNMENTAL	71,385-		1,695-	835,000-		
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	639,486-	644,038-	667,073-	702,000-	760,500-	760,500-
4660 UTILITY PENALTIES	9,452-	8,971-	9,193-	9,828-	10,400-	10,400-
4650 TOTAL CH. FOR SERV -ENTERPRISE	648,938-	653,009-	676,265-	711,828-	770,900-	770,900-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	29,836-	29,385-	18,139-	5,500-	100-	100-
4880 CHANGE IN F.V. OF INVESTMENTS	2,796-	7,659-	3,924			
4800 TOTAL INVESTMENT EARNINGS	32,633-	37,044-	14,215-	5,500-	100-	100-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	600	3,752-	1,354-			
4900 TOTAL MISCELLANEOUS	600	3,752-	1,354-			
5000 TOTAL OTHER FINANCING SOURCES						
5040 GAIN ON DISPOSITION OF ASSETS		7,333-	1,404-			
5000 TOTAL OTHER FINANCING SOURCES		7,333-	1,404-			
5095 TOTAL CAPITAL CONTRIBUTIONS						
5096 CAPITAL CONTRIBUTIONS		590,656-	251,239-			
5095 TOTAL CAPITAL CONTRIBUTIONS		590,656-	251,239-			
4001 REVENUES	752,355-	1,639,199-	946,173-	1,552,328-	771,000-	771,000-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	103,009	97,658	105,652	111,025	112,947	112,947
6015 OVERTIME-REGULAR EMPLOYEES	4,236	2,887	2,762	3,200	3,200	3,200
6050 SALARIES/WAGES-TEMP EMPLOYEES	1,388	3,878	7,028	16,480	18,000	18,000
6055 OVERTIME-TEMP EMPLOYEES		94	3			
6060 DEMO REIMB FROM EDA/TIF FUNDS	353-	1,099-	199-	400-		
6003 TOTAL SALARIES AND WAGES	108,280	103,418	115,246	130,305	134,147	134,147
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	8,004	7,623	8,375	9,999	10,262	10,262
6110 PERA - COORDINATED	7,516	7,288	7,550	8,383	8,421	8,421
6140 HEALTH INSURANCE	16,321	17,191	16,785	18,798	22,585	22,585
6142 HEALTH SAVINGS ACCOUNTS	371	956	1,325			
6145 DENTAL INSURANCE	264	222	230	307	230	230
6150 LIFE INSURANCE	40	39	43	42	42	42
6155 RETIRE HLTH SAVINGS PLAN	1,257	1,162	1,190	1,279	1,292	1,292
6170 CLOTHING & CLOTHING ALLOW	348	386	401	450	450	450
6185 WORKERS COMP INSURANCE	2,200	2,126	2,541	2,980	3,055	3,055
6188 OPEB ANNUAL ADJUSTMENT	1,245	469	1,194			

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Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6195 COMPENSATED ABSENCES	1,199	441	1,847			
6100 TOTAL EMPLOYEE BENEFITS	38,767	37,904	41,481	42,238	46,337	46,337
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,083	43,900	3,215	15,000	15,000	15,000
6225 BANK CHARGES & CR CARD FEES	44	126	222	300	300	300
6200 TOTAL PROFESSIONAL SERVICES	2,127	44,027	3,437	15,300	15,300	15,300
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	5,588	81,261	170,756	6,000	4,800	4,800
6315 TREE TRIM / REMOVAL SERVICES	2,480			5,000	4,000	4,000
6320 LOGIS SERVICES	9,142	9,534	9,360	9,784	10,077	10,077
6300 TOTAL CONTRACTUAL SERVICES	17,210	90,795	180,116	20,784	18,877	18,877
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	5,160	6,015	4,152	6,200	5,000	5,000
6410 GAS SERVICE	567	542	363	600	600	600
6415 RUBBISH REMOVAL	282	147	174	360	200	200
6420 CITY UTILITY CHARGES	665	447	563	600	600	600
6400 TOTAL UTILITIES	6,675	7,151	5,253	7,760	6,400	6,400
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES		756		500	500	500
6450 EQUIPMENT R & M SERVICES	1,438		64	500	500	500
6455 VEHICLE R & M SERVICES	495	742		200	200	200
6460 STREET R & M SERVICES	1,204		252	500	500	500
6465 UTILITY SYSTEMS R & M SERVICES		4,475	60,841	600,000		
6470 SERVICE CONTRACTS	55	224	186	300	300	300
6440 TOTAL REPAIR & MAINT SERVICES	3,192	6,197	61,343	602,000	2,000	2,000
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	351	2,371		1,200	1,000	1,000
6480 TOTAL RENTALS	351	2,371		1,200	1,000	1,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,512	1,877	1,778	3,000	3,000	3,000
6525 BLDG REPAIR/MAINT SUPPLIES	63	19	68	600	600	600
6530 LANDSCAPE MAT'LS & SUPPLIES	17,699	4,593	44,811	500	500	500
6535 EQUIP MAINT SUPPLIES	431	429	481	750	750	750
6540 VEHICLE SUPPLIES	285	359	480	1,000	1,000	1,000
6545 MOTOR FUELS	4,243	5,157	5,084	5,300	5,300	5,300
6550 STREET MAINTENANCE MATERIALS	472		316	1,500	1,000	1,000
6555 SAFETY SUPPLIES	259	197	206	300	300	300
6575 UTILITY SYSTEM MAINT SUPPLIES	3,767	6,046	899	4,000	4,000	4,000
6585 LIFT STATION REPAIR SUPPLIES	1,163		447	1,000	1,000	1,000
6500 TOTAL SUPPLIES	29,895	18,677	54,569	17,950	17,450	17,450
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	3,136	2,439	741	2,750	750	750
6610 PHONE SERVICES	195	194	247	280	300	300
6600 TOTAL COMMUNICATIONS	3,331	2,633	988	3,030	1,050	1,050
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES		46	229	200	200	200
6650 TOTAL PRINTING AND ADVERTISING		46	229	200	200	200

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
6700 TOTAL INSURANCE						
6705 INSURANCE	4,190	3,670	4,035	3,174	2,064	2,064
6700 TOTAL INSURANCE	4,190	3,670	4,035	3,174	2,064	2,064
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	290	238	362	250	300	300
6820 DUES AND SUBSCRIPTIONS	47,651	53,165	52,926	58,000	58,000	58,000
6830 LICENSES, PERMITS AND TAXES	552	120	420	250	500	500
6840 BOOKS AND PUBLICATIONS	20	31	39	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	188	989	250	600	450	450
6800 TOTAL MISCELLANEOUS	48,701	54,543	53,997	59,200	59,350	59,350
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	381	381	381	377	444	444
7020 DEPR-MACHINERY & EQUIPMENT	10,892	8,272	16,973	29,852	29,216	29,216
7030 DEPR-VEHICLES & TRAILERS	10,933	10,147	10,147	14,248	11,602	11,602
7035 DEPR-INFRA-UTILITY SYSTEMS	176,025	178,141	199,611	213,864	235,277	235,277
7000 TOTAL DEPRECIATION	198,231	196,941	227,112	258,341	276,539	276,539
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	30,809	31,998	30,224	31,610	31,874	31,874
7180 TOTAL INTERFUND SERVICES USED	30,809	31,998	30,224	31,610	31,874	31,874
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS	9,437		4,866			
7228 CAP CONTRIB TO GOVT ACTIVITIES	30,383					
7200 TOTAL OTHER FINANCING USES	39,819		4,866			
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)		105,000				
7430 TRANSFER OUT- PIR FUND	40,500	35,203	73,659	68,400	63,200	63,200
7400 TOTAL TRANSFERS OUT	40,500	140,203	73,659	68,400	63,200	63,200
6001 EXPENDITURES AND EXPENSES	572,076	740,574	856,556	1,261,492	675,788	675,788
4000 REVENUES AND EXPENDITURES	180,279-	898,625-	89,617-	290,836-	95,212-	95,212-
00515 STORM DRAINAGE UTILITY	180,279-	898,625-	89,617-	290,836-	95,212-	95,212-

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, including the "backage" road by the new medical center. 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.

2014 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	\$132,000	Charges paid to Xcel Energy for electricity to power the street lights
7181 / Admin. service charge by General Fund	\$9,005	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 2013 Street Light rate of \$4.35 per quarter rate will increase to \$4.65 per quarter in 2014.

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00520 STREET LIGHTS UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	158,782-	159,609-	159,170-	165,300-	176,700-	176,700-
4660 UTILITY PENALTIES	2,920-	3,114-	2,948-	3,141-	3,350-	3,350-
4650 TOTAL CH. FOR SERV -ENTERPRISE	161,702-	162,722-	162,119-	168,441-	180,050-	180,050-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	16,694-	13,115-	10,737-	6,500-	5,800-	5,800-
4880 CHANGE IN F.V. OF INVESTMENTS	1,565-	3,418-	2,323			
4800 TOTAL INVESTMENT EARNINGS	18,259-	16,533-	8,414-	6,500-	5,800-	5,800-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER	680-	290-	374-			
4900 TOTAL MISCELLANEOUS	680-	290-	374-			
5000 TOTAL OTHER FINANCING SOURCES						
5095 TOTAL CAPITAL CONTRIBUTIONS						
4001 REVENUES	180,641-	179,545-	170,907-	174,941-	185,850-	185,850-
6001 EXPENDITURES AND EXPENSES						
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	111,721	131,207	124,619	132,000	132,000	132,000
6400 TOTAL UTILITIES	111,721	131,207	124,619	132,000	132,000	132,000
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES	146	17,035	2,276	4,000	6,000	6,000
6440 TOTAL REPAIR & MAINT SERVICES	146	17,035	2,276	4,000	6,000	6,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES		978	497	1,000	1,000	1,000
6535 EQUIP MAINT SUPPLIES			9,028	3,000	12,000	12,000
6500 TOTAL SUPPLIES		978	9,525	4,000	13,000	13,000
6700 TOTAL INSURANCE						
6705 INSURANCE	3,055	3,412	3,321	3,327	10,800	10,800
6700 TOTAL INSURANCE	3,055	3,412	3,321	3,327	10,800	10,800
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES		265				
6870 BAD DEBT - UB BANKRUPTCIES	79	130	105	120	120	120
6800 TOTAL MISCELLANEOUS	79	395	105	120	120	120
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7015 DEPR-IMPROVE OTHER THAN BLDGS	843	843	843	843	843	843
7036 DEPR-INFRA-TRAFFIC & TRANS SYS	24,081	24,081	24,081	30,027	30,027	30,027
7000 TOTAL DEPRECIATION	24,924	24,924	24,924	30,870	30,870	30,870
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	8,704	9,040	8,539	8,930	9,005	9,005

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
7180 TOTAL INTERFUND SERVICES USED	8,704	9,040	8,539	8,930	9,005	9,005
7200 TOTAL OTHER FINANCING USES						
6001 EXPENDITURES AND EXPENSES	148,628	186,990	173,308	183,247	201,795	201,795
4000 REVENUES AND EXPENDITURES	32,014-	7,446	2,402	8,306	15,945	15,945
00520 STREET LIGHTS UTILITY	32,014-	7,446	2,402	8,306	15,945	15,945

Recycling Utility Fund Profile and Budget Summary

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 every other year 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 to the Recycling Fund.

Funding Sources

The Recycling Fund is supported by recycling service fees.

Budget Highlights

Line Item/Description	Amount	Discussion
6353 / Recycling charges	\$327,474	Charges paid to the Hennepin Recycling Group for payment to recycling contractors hired by the HRG.
7181 / Admin. service charge by General Fund	\$5,328	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 residential recycling fee will remain at \$10.65 per quarter in 2014, the same that it was in 2012 and 2013.

Budget Report

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00525 RECYCLING UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	318,284-	327,591-	328,522-	328,020-	332,152-	332,152-
4660 UTILITY PENALTIES	6,652-	7,064-	6,692-	6,000-	6,600-	6,600-
4650 TOTAL CH. FOR SERV -ENTERPRISE	324,935-	334,655-	335,214-	334,020-	338,752-	338,752-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	1,154-	1,055-	954-	600-	600-	600-
4880 CHANGE IN F.V. OF INVESTMENTS	108-	275-	206			
4800 TOTAL INVESTMENT EARNINGS	1,262-	1,331-	747-	600-	600-	600-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	326,197-	335,986-	335,961-	334,620-	339,352-	339,352-
6001 EXPENDITURES AND EXPENSES						
6300 TOTAL CONTRACTUAL SERVICES						
6353 RECYCLING CHARGES	316,608	326,172	323,652	323,400	327,474	327,474
6300 TOTAL CONTRACTUAL SERVICES	316,608	326,172	323,652	323,400	327,474	327,474
6700 TOTAL INSURANCE						
6705 INSURANCE	166	154	172	113	154	154
6700 TOTAL INSURANCE	166	154	172	113	154	154
6800 TOTAL MISCELLANEOUS						
6870 BAD DEBT - UB BANKRUPTCIES	149	243	230	300	240	240
6800 TOTAL MISCELLANEOUS	149	243	230	300	240	240
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	5,150	5,349	5,052	5,284	5,328	5,328
7180 TOTAL INTERFUND SERVICES USED	5,150	5,349	5,052	5,284	5,328	5,328
6001 EXPENDITURES AND EXPENSES	322,073	331,918	329,106	329,097	333,196	333,196
4000 REVENUES AND EXPENDITURES	4,125-	4,067-	6,855-	5,523-	6,156-	6,156-
00525 RECYCLING UTILITY	4,125-	4,067-	6,855-	5,523-	6,156-	6,156-

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 2014 Utility CIP are typical of the needs to maintain the utility systems of the City. As the utility system is aging and new requirements for treatment of storm water are taking effect, the capital needs of the utility funds are increasing. This is accelerating the need for utility rate increases.

Several projects are noteworthy.

Relining the sewer main for sewer lift station #9 from 32 nd Avenue to 36 th Avenue. This sewer main was installed in 1954 and carries the flow from one third of the city.	\$650,000
Rehabilitate existing sewer mains by lining them with cured in place pipe in order to reduce infiltration of ground water	\$450,000
Build the Memory Pond storm water main in order to relieve water levels during severe storms	\$150,000

Utility Funds (Funds 505, 510, 515 and 520)
Multi-Year Capital Improvement Plan
2014 Adopted Budget

BU	Project Description	2014	2015	2016	2017	2018
Water, Sewer & Storm Drainage (40%, 40%, 20%)						
6228	Utility building - new public works facility		1,000,000			
	Total	0	1,000,000	0	0	0
Water (100%)						
6207	Replace Sensus meter servers	70,000				
6230	Water Main replacement/relining				600,000	600,000
6234	Water mains & hydrants in street reconstruction projects		38,000	49,079	73,478	
6235	Gate valve replacement	75,000	75,000		75,000	
	Replace #436 - 1996 portable streamer			8,500		
6215	Replace #447 - 2002 tandem dump truck			210,000		
	Replace #427 - 2004 Chevy 3/4 ton truck					40,000
	Replace #434 - 1996 air compressor					18,000
	Water Total	145,000	113,000	267,579	748,478	658,000
Sewer (100%)						
6504	Reline deteriorated sanitary sewers	450,000	300,000	450,000	300,000	450,000
6510	South Lift #9 - force main lining	650,000				
6519	Replace sewer mains within street reconstruction projects		105,110	144,947	217,006	
6527	Truck mounted manhole lifter	8,000				
6500	Sanitary sewer maintenance software	20,000				
6508	Replace truck #449 - 2000 televising van		175,000			
6500	Replace computer and printer			2,500		
6523	Replace Maryland lift pumps			20,000		
	Replace #426 - 1996 trailer mounted vactor			130,000		
	Replace #439 - 1991 trailer mounted generator			30,000		
	Replace #429 - 2003 Chevy 1 ton truck				55,000	
	Replace #430 - 1994 sewer rodder					25,000
	Replace #431 - 2004 Sreco sewer jetter					220,000
	Sewer Total	1,128,000	580,110	777,447	572,006	695,000
Storm Drainage (100%)						
6803	Erosion control for storm sewer areas		10,000		10,000	
6809	Trunk line storm sewer - within street reconstruction projects		449,534	622,336	935,376	
6818	Memory Pond force main	150,000				
6808	Replace #323 - 2002 Crosswind street sweeper				190,000	
	Storm Drainage Total	150,000	459,534	622,336	1,135,376	0
Street Lights (100%)						
6950	New street light poles	12,000	12,000	12,000	12,000	12,000
	Street Light Total	12,000	12,000	12,000	12,000	12,000
	Total Utilities	1,435,000	2,164,644	1,679,362	2,467,860	1,365,000
Allocation By Fund -						
	Total Water Fund	145,000	513,000	267,579	748,478	658,000
	Total Sewer Fund	1,128,000	980,110	777,447	572,006	695,000
	Total Storm Drainage Fund	150,000	659,534	622,336	1,135,376	0
	Total Street Lights Fund	12,000	12,000	12,000	12,000	12,000
	Total Utilities	1,435,000	2,164,644	1,679,362	2,467,860	1,365,000

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. 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 in 2013	Price per unit in 2014
Tier #1	0 to 30	\$4.05	\$4.30
Tier #2	31 to 60	\$4.45	\$4.70
Tier #3	over 60	\$4.85	\$5.10

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 residential rate will increase from \$46.80 per quarter in 2013 to \$48.60 per quarter in 2014.

Storm Drainage (515)

Storm drainage rates will increase from \$10.80 per quarter in 2013 to \$11.70 per quarter in 2014 for single family homes and from \$270.00 in 2013 to \$292.50 in 2014 per acre for commercial properties. This is needed to pay for several large capital projects in the next five years.

Street Light (520)

Street light rates will increase from \$4.35 per quarter in 2013 to \$4.65 per quarter in 2014. Increases in maintenance and insurance costs are the main reason for the rate increase.

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 2013 rate of \$10.65 per quarter will remain the same for 2014.

WATER UTILITY RATE STUDY 2014 Adopted Budget

PROFIT & LOSS	2013	2014	2015	2016	2017	2018
REVENUES						
Water usage charges	2,600,000	2,760,000	2,880,000	2,880,000	2,970,000	3,000,000
Fixed service charges	150,000	150,000	150,000	150,000	150,000	150,000
Penalties	57,000	60,000	60,000	60,000	60,000	60,000
Special Assessments	60,000	60,000	60,000	60,000	60,000	60,000
JWC reimbursement	12,000	12,000	12,000	12,000	12,000	12,000
Investment Income	27,000	23,300	34,590	38,320	48,097	44,473
Miscellaneous	57,000	57,000	59,000	59,000	59,000	59,000
State testing fee billed	50,000	50,000	50,000	50,000	50,000	50,000
TOTAL REVENUES	3,013,000	3,172,300	3,305,590	3,309,320	3,409,097	3,435,473
EXPENSES						
Salaries & Wages	230,449	235,494	241,381	247,416	253,601	259,941
Fringe Benefits	81,183	89,084	93,538	98,215	103,126	108,282
JWC - Operations	1,908,730	2,013,304	2,069,677	2,127,627	2,187,201	2,248,443
JWC - Capital	229,500	309,150	432,000	205,200	193,050	200,000
JWC 2 cents/1,000 gal. fee	12,000	12,000	12,000	12,000	12,000	12,000
Professional/Contractual	94,568	97,755	100,688	103,708	106,820	110,024
Utilities	4,200	4,140	4,264	4,392	4,524	4,660
Repair & Maintenance	38,100	37,800	38,934	40,102	41,305	42,544
Supplies	50,500	50,500	52,015	53,575	55,183	56,838
Communications & Printing	7,600	3,500	3,605	3,713	3,825	3,939
Insurance & Training	16,265	12,703	13,084	13,477	13,881	14,297
Depreciation	183,676	183,470	190,000	195,000	200,000	210,000
Admin. Service Charge	117,472	118,451	121,412	124,448	127,559	130,748
TOTAL EXPENSES	2,974,243	3,167,351	3,372,598	3,228,874	3,302,074	3,401,717
NET INCOME or -LOSS	38,757	4,949	-67,008	80,447	107,024	33,756
ENDING FUND BALANCE	7,494,888	7,499,837	7,432,830	7,513,276	7,620,300	7,654,056
CASH FLOW						
Cash & Investments, Beg. of Year	2,163,732	2,262,611	2,306,030	1,916,023	1,923,890	1,482,436
Net income	38,757	4,949	-67,008	80,447	107,024	33,756
Add back Depreciation	183,676	183,470	190,000	195,000	200,000	210,000
Deduct Capital Outlay	123,554	145,000	513,000	267,579	748,478	658,000
Cash & Investments, End of Year	2,262,611	2,306,030	1,916,023	1,923,890	1,482,436	1,068,192
Retail Rate per 1,000 gallons, Tier 1	4.05	\$4.30	\$4.50	\$4.50	\$4.65	\$4.70
Retail Rate per 1,000 gallons, Tier 2	4.45	\$4.70	\$4.90	\$4.90	\$5.05	\$5.10
Retail Rate per 1,000 gallons, Tier 3	4.85	\$5.10	\$5.30	\$5.30	\$5.45	\$5.50
Rate increase from prior year	2.11%	5.15%	3.92%	0.00%	2.83%	0.92%

SEWER UTILITY RATE STUDY 2014 Adopted Budget

PROFIT & LOSS	2013	2014	2015	2016	2017	2018
REVENUES						
Billing Revenues	1,885,000	1,960,300	2,018,250	2,080,328	2,142,405	2,204,483
Delinquent Penalties	36,000	37,000	38,347	39,526	40,706	41,885
Investment Income	42,200	38,000	46,470	47,294	46,179	41,373
Miscellaneous	9,000	6,000	7,200	7,200	7,200	7,200
TOTAL REVENUES	1,972,200	2,041,300	2,110,267	2,174,348	2,236,489	2,294,941
EXPENSES						
Salaries & Wages	230,449	235,494	241,381	247,416	253,601	259,941
Fringe Benefits	81,183	89,084	93,538	98,215	103,126	108,282
MCES Disposal Charges	1,270,154	1,319,193	1,352,173	1,385,977	1,420,627	1,456,142
Professional/Contractual	56,318	32,905	34,000	35,020	36,071	37,153
Utilities	23,500	21,200	21,836	22,491	23,166	23,861
Repair & Maintenance	19,900	20,900	21,527	22,173	22,838	23,523
Supplies	55,550	55,550	57,217	58,933	60,701	62,522
Communications & Printing	6,850	2,850	2,936	3,024	3,114	3,208
Insurance & Training	11,525	23,086	23,779	24,492	25,227	25,983
Depreciation	103,293	108,691	120,000	130,000	140,000	150,000
Admin. Service Charge	117,472	118,451	121,412	124,448	127,559	130,748
TOTAL EXPENSES	1,976,194	2,027,404	2,089,798	2,152,188	2,216,029	2,281,363
NET INCOME or -LOSS	-3,994	13,896	20,469	22,160	20,460	13,577
ENDING FUND BALANCE	7,437,392	7,451,288	7,471,757	7,493,917	7,514,377	7,527,954
CASH FLOW						
Cash & Investments, Beg. of Year	4,477,742	4,533,487	3,528,074	2,688,433	2,063,146	1,651,600
Net income	-3,994	13,896	20,469	22,160	20,460	13,577
Add back Depreciation	103,293	108,691	120,000	130,000	140,000	150,000
Deduct Capital Outlay	43,554	1,128,000	980,110	777,447	572,006	695,000
Cash & Investments, End of Year	4,533,487	3,528,074	2,688,433	2,063,146	1,651,600	1,120,177
Commercial metered rate/1,000 gal	\$2.07	\$2.15	\$2.21	\$2.27	\$2.34	\$2.41
Standard residential rate/quarter	\$46.80	\$48.60	\$50.00	\$51.50	\$53.00	\$54.50
Senior residential rate/quarter	\$37.91	\$39.37	\$40.50	\$41.71	\$42.93	\$44.14
Rate increase from prior year	1.30%	3.86%	2.87%	3.00%	2.91%	2.83%

**STORM DRAINAGE UTILITY RATE STUDY
2014 Adopted Budget**

PROFIT & LOSS	2013	2014	2015	2016	2017	2018
REVENUES						
Billing Revenues	702,000	760,500	819,000	877,500	936,000	994,500
Delinquent Penalties	9,828	10,400	11,466	12,285	13,104	13,923
Bassett Creek Watershed	835,000					
Investment Income	5,500	100	2,822	-2,530	-6,915	-27,443
TOTAL REVENUES	1,552,328	771,000	833,288	887,255	942,189	980,980
EXPENSES						
Salaries & Wages	130,305	134,147	136,830	139,567	142,358	145,205
Fringe Benefits	42,238	46,337	48,654	51,087	53,641	56,323
Professional/Contractual	36,084	34,177	35,202	36,258	37,346	38,467
Utilities	7,760	6,400	6,592	6,790	6,993	7,203
Repair & Maintenance	3,200	3,000	3,090	3,183	3,278	3,377
Storm water pond dredging			75,000		80,000	
Basset Creek Channel	639,968					
Supplies	17,950	17,450	17,974	18,513	19,068	19,640
Communications & Printing	3,230	1,250	1,288	1,326	1,366	1,407
Insurance, Training & Dues	62,374	61,414	63,256	65,154	67,109	69,122
Depreciation	258,341	276,539	280,000	300,000	320,000	340,000
Admin. Service Charge	31,610	31,874	32,511	33,162	33,825	34,501
Transfers to other funds	68,400	63,200	68,000	60,000		
TOTAL EXPENSES	1,301,460	675,788	768,397	715,039	764,984	715,245
NET INCOME or -LOSS	250,868	95,212	64,891	172,217	177,205	265,735
FUND BALANCE - ENDING	8,322,784	8,417,996	8,482,887	8,590,213	8,660,092	8,855,948
CASH FLOW						
Cash & Investments, Beg. of Year	657,240	-33,589	188,162	-126,481	-276,600	-914,771
Net income	250,868	95,212	64,891	172,217	177,205	265,735
Add back Depreciation	258,341	276,539	280,000	300,000	320,000	340,000
Deduct Capital Outlay	1,200,038	150,000	659,534	622,336	1,135,376	
Cash & Investments, End of Year	-33,589	188,162	-126,481	-276,600	-914,771	-309,036
Commercial & multi-residential rate per acre per quarter	\$270.00	\$292.50	\$315.00	\$337.50	\$360.00	\$382.50
Standard residential rate/quarter	\$10.80	\$11.70	\$12.60	\$13.50	\$14.40	\$15.30
Rate increase from prior year	5.88%	8.33%	7.69%	7.14%	6.67%	6.25%

**STREET LIGHT UTILITY RATE STUDY
2014 Adopted Budget**

PROFIT & LOSS	2013	2014	2015	2016	2017	2018
REVENUES						
Billing Revenues	165,300	176,700	188,100	193,800	199,500	205,200
Delinquent Penalties	3,141	3,350	3,574	3,682	3,791	3,899
Investment Income	6,500	5,800	10,154	13,814	17,716	21,926
TOTAL REVENUES	174,941	185,850	201,828	211,296	221,007	231,025
EXPENSES						
Utilities	132,000	132,000	135,960	140,039	144,240	148,567
Repair & Maintenance	4,000	6,000	6,180	6,365	6,556	6,753
Supplies	4,000	13,000	13,390	13,792	14,205	14,632
Insurance & Miscellaneous	3,447	10,920	11,248	11,585	11,933	12,291
Depreciation	30,870	30,870	32,000	32,000	32,000	32,000
Admin. Service Charge	8,930	9,005	9,275	9,553	9,840	10,135
TOTAL EXPENSES	183,247	201,795	208,053	213,334	218,774	224,378
NET INCOME or -LOSS	-8,306	-15,945	-6,225	-2,038	2,232	6,648
ENDING FUND BALANCE	1,211,996	1,196,051	1,189,826	1,187,787	1,190,019	1,196,667
CASH FLOW						
Cash & Investments, Beg. of Year	683,772	673,986	676,911	690,686	708,647	730,879
Net income	-8,306	-15,945	-6,225	-2,038	2,232	6,648
Add back Depreciation	30,870	30,870	32,000	32,000	32,000	32,000
Deduct Capital Outlay	32,350	12,000	12,000	12,000	12,000	12,000
Cash & Investments, End of Year	673,986	676,911	690,686	708,647	730,879	757,527
Commercial per quarter	\$4.35	\$4.65	\$4.95	\$5.10	\$5.25	\$5.40
Multi residential rate per quarter	\$3.26	\$3.49	\$3.71	\$3.83	\$3.94	\$4.05
Residential rate per quarter	\$4.35	\$4.65	\$4.95	\$5.10	\$5.25	\$5.40
Rate increase from prior year	3.57%	6.90%	6.45%	3.03%	2.94%	2.86%

**RECYCLING UTILITY RATE STUDY
2014 Adopted Budget**

PROFIT & LOSS	2013	2014	2015	2016	2017	2018
REVENUES						
Billing Revenues	328,020	332,152	332,280	336,960	341,640	346,320
Delinquent Penalties	6,000	6,600	6,646	6,739	6,833	6,926
Investment Income	600	600	1,101	1,496	1,911	2,349
TOTAL REVENUES	334,620	339,352	340,027	345,196	350,384	355,596
EXPENSES						
Professional/Contractual	323,400	327,474	332,280	336,960	341,640	346,320
Insurance & Training	413	394	406	418	431	443
Admin. Service Charges	5,284	5,328	5,488	5,652	5,822	5,997
TOTAL EXPENSES	329,097	333,196	338,174	343,030	347,893	352,760
NET INCOME	5,523	6,156	1,853	2,165	2,491	2,836
ENDING BALANCE	153,749	159,905	161,758	163,923	166,415	169,250
CASH FLOW						
Cash & Investments, Beg. of Year	86,223	91,746	97,902	99,755	101,920	104,412
Net income	5,523	6,156	1,853	2,165	2,491	2,836
Cash & Investments, End of Year	91,746	97,902	99,755	101,920	104,412	107,247
HRG Rate to City - quarterly	\$10.50	\$10.50	\$10.65	\$10.80	\$10.95	\$11.10
Residential rate - quarterly	\$10.65	\$10.65	\$10.65	\$10.80	\$10.95	\$11.10
Rate increase from prior year	0.00%	0.00%	0.00%	1.41%	1.39%	1.37%

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	2013 Budget	2014 Budget
Beginning Fund Balance	\$ 883,861	\$ 883,861
<i><u>Revenues</u></i>		
Department Billings – Insurance	157,983	173,512
Investment Income	7,800	9,481
LMCIT Dividends	32,000	30,000
<i><u>Expenditures</u></i>		
Insurance Premiums	(153,583)	(165,793)
Insurance Agent Fee	(7,200)	(7,200)
Estimated Claims Paid	(37,000)	(40,000)
Ending Fund Balance	\$ 883,861	\$ 883,861

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 Approved Budget
00605 SELF-INSURANCE						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4444 INSURANCE CHARGES - INTERNAL	158,116-	157,009-	164,914-	157,983-	173,512-	173,512-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	158,116-	157,009-	164,914-	157,983-	173,512-	173,512-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	19,447-	17,698-	15,036-	7,800-	9,481-	9,481-
4880 CHANGE IN F.V. OF INVESTMENTS	1,823-	4,613-	3,253			
4800 TOTAL INVESTMENT EARNINGS	21,270-	22,311-	11,783-	7,800-	9,481-	9,481-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	5,651-	2,122-	449-			
4912 REFUNDS - INSURANCE	40,119-	47,709-	98,228-	32,000-	30,000-	30,000-
4900 TOTAL MISCELLANEOUS	45,770-	49,831-	98,677-	32,000-	30,000-	30,000-
4001 REVENUES	225,156-	229,151-	275,374-	197,783-	212,993-	212,993-
6001 EXPENDITURES AND EXPENSES						
6700 TOTAL INSURANCE						
6705 INSURANCE	151,052	162,072	157,360	160,783	172,993	172,993
6710 INSURANCE - PAID LOSSES	99,946	162,863	27,392-	37,000	40,000	40,000
6700 TOTAL INSURANCE	250,998	324,935	129,969	197,783	212,993	212,993
6001 EXPENDITURES AND EXPENSES	250,998	324,935	129,969	197,783	212,993	212,993
4000 REVENUES AND EXPENDITURES	25,843	95,785	145,405-			
00605 SELF-INSURANCE	25,843	95,785	145,405-			

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 dependent coverage besides the single person plan, the additional costs for the dependent coverage will be paid by the retiree to the City.

There is only one employee still receiving this benefit. This employee will run out of eligibility in the year 2014. This fund should be closed once the final benefit is paid.

At the end of 2012, total assets of the fund were \$190,937 along with a liability for estimated future benefits of \$32,580 and a fund balance of \$158,357.

FINANCIAL ANALYSIS

Post Employment Health Benefits Fund	2013 Budget	2014 Budget
Beginning Fund Balance	\$ 158,357	\$ 146,817
<i>Revenues</i>		
Investment Income	1,835	1,768
<i>Expenditures</i>		
Insurance Premiums Paid	(13,375)	(3,608)
Ending Fund Balance	\$ 146,817	\$ 144,977

Fiscal Period: 12 / 13

Budget Report

Level Of Rollup 6

Object Code / Description	2010 Actual Amount	2011 Actual Amount	2012 Actual Amount	2013 Final Budget	2014 Requested Budget	2014 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	5,461-	4,286-	3,137-	1,835-	1,768-	1,768-
4880 CHANGE IN F.V. OF INVESTMENTS	512-	1,117-	679			
4800 TOTAL INVESTMENT EARNINGS	5,973-	5,403-	2,458-	1,835-	1,768-	1,768-
4001 REVENUES	5,973-	5,403-	2,458-	1,835-	1,768-	1,768-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6140 HEALTH INSURANCE				13,375	3,608	3,608
6100 TOTAL EMPLOYEE BENEFITS				13,375	3,608	3,608
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,875					
6200 TOTAL PROFESSIONAL SERVICES	1,875					
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	1,875			13,375	3,608	3,608
4000 REVENUES AND EXPENDITURES	4,098-	5,403-	2,458-	11,540	1,840	1,840
00610 POST EMPLOY HEALTH BENEFITS	4,098-	5,403-	2,458-	11,540	1,840	1,840