

City of Crystal

2015 Budget



2015 ANNUAL BUDGET
OF THE
CITY OF CRYSTAL, MINNESOTA

Jim Adams
Mayor

Laura Libby
Councilmember

Elizabeth Dahl
Councilmember

Jeff Kolb
Councilmember

Olga Parsons
Councilmember

Casey Peak
Councilmember

Julie Deshler
Councilmember

Anne Norris
City Manager

Charles Hansen
Finance Director

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CITY OF CRYSTAL
2015 ADOPTED BUDGET

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January 9, 2015

City of Crystal 2015 Budget

This is the Adopted 2015 Operating and Capital Budget for the City of Crystal. It was adopted at the regular City Council meeting on Tuesday, December 16, 2014. This was the final step in a process that began on September 2, 2014 with adoption of a proposed 2015 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 2015 property tax levy is \$9,313,153, which is a \$96,000 or 1.04% increase from the 2014 tax levy. Crystal's 2015 General Fund budget increases by \$186,510 or 1.48% compared to the 2014 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 \$1,643,830 in 2014 to \$1,681,036 in 2015. The \$37,206 increase in 2015 LGA is being deposited in the Permanent Improvement Revolving (PIR) Fund. The PIR fund pays for many of the City's capital projects.

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.

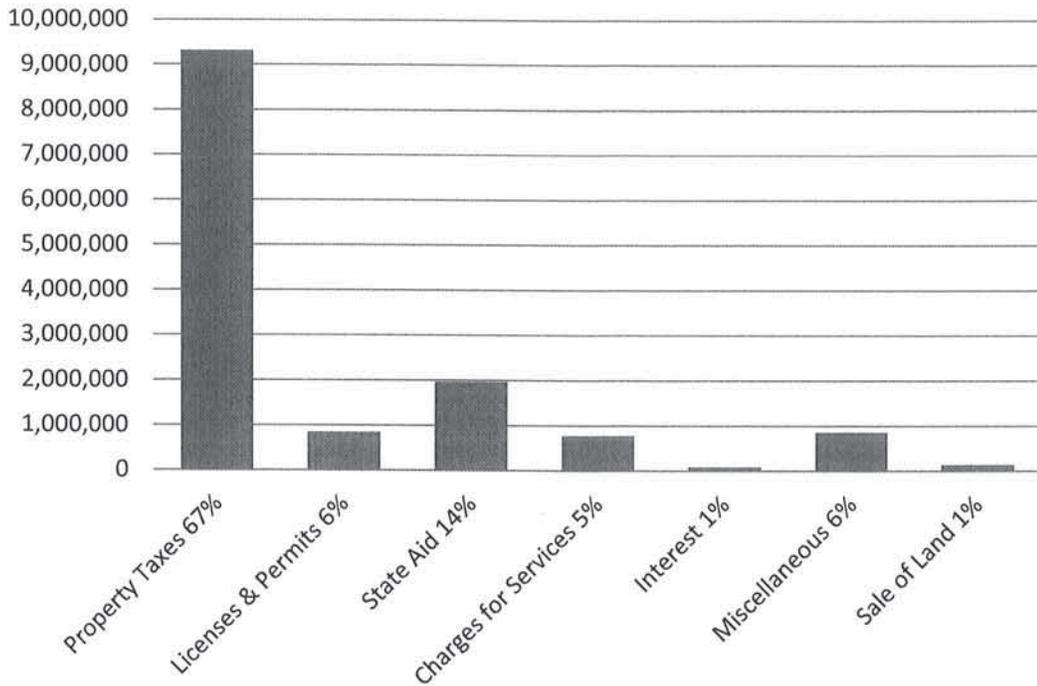
Budget Summary for the Combined General Fund, EDA Fund, Pool Bond Fund, and County Highway 81 Bond Fund

Revenue:	<u>2014</u>	<u>2015</u>	<u>Percent Change</u>
Property Taxes	\$9,217,153	\$9,313,153	1.04%
Licenses & Permits	772,080	844,420	9.37%
State Aid	1,962,509	1,968,309	0.30%
Charges for Services	663,730	773,547	16.55%
Interest Income	92,262	84,728	-8.17%
Miscellaneous	895,273	852,148	-4.82%
Sale of Land	<u>1,324,860</u>	<u>140,000</u>	<u>-89.43%</u>
Total Revenue	<u>\$14,927,867</u>	<u>\$13,976,305</u>	<u>-6.37%</u>
Expenditures:			
General Government	\$2,147,871	\$2,130,168	-0.82%
Police & Fire	5,951,604	5,940,572	-0.19%
Community Development	696,549	759,942	9.10%
Streets & Parks	3,073,419	2,532,161	-17.61%
Recreation	1,346,149	1,389,259	3.20%
Debt Service	744,037	742,537	-0.20%
Economic Development Authority	<u>515,222</u>	<u>371,669</u>	<u>-27.86%</u>
Total Expenditures	<u>\$14,474,851</u>	<u>\$13,866,308</u>	<u>-4.20%</u>

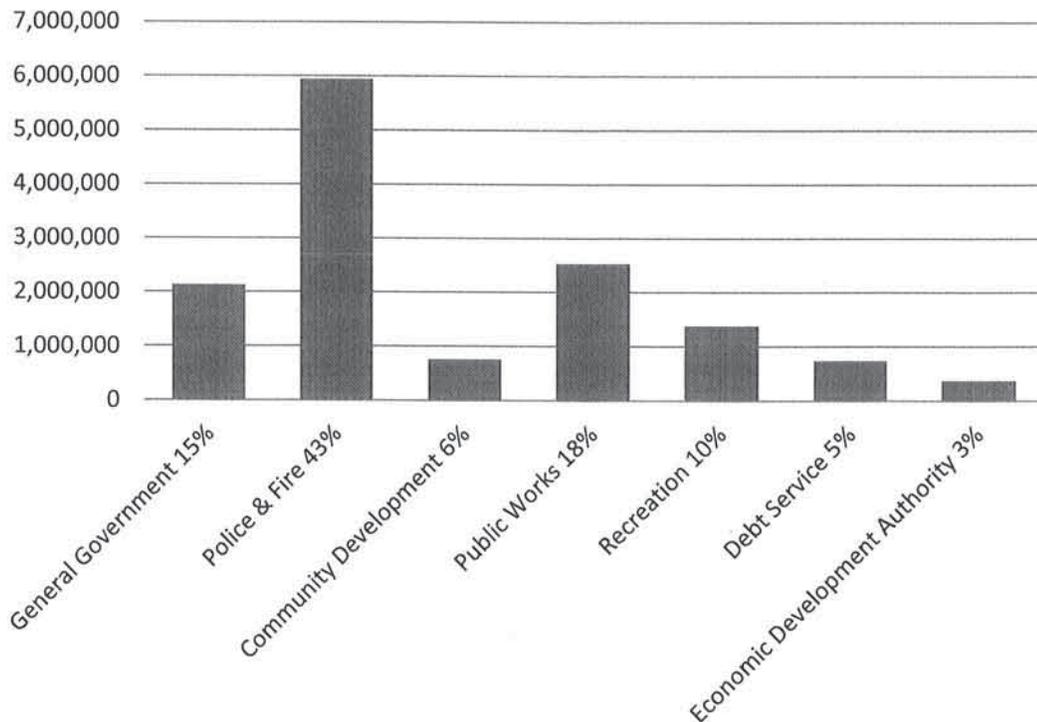
Revenues of the General Fund, EDA Fund, Pool Bond Fund, and County Highway 81 Bond Fund are shown in the bar graph on the following page. They are highly dependent on the property tax which equals 67% of the total. State aid comes in second at 14%. Actual state aid may be less than the amount promised 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 43% 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 2015 Budgets on page 12 shows the total revenues and expenditures of all funds. It shows a total deficit of \$8,655,985. While many funds have surpluses or deficits, the biggest deficits are in utility funds where construction projects add \$2,207,644 on top of operations and the Capital Projects funds where it is planned to complete construction of a new Public Works Facility. It is estimated that property acquisition and construction will cost \$13,500,000 starting in 2014 and finishing 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>Adopted 2014</u>	<u>Adopted 2015</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Permanent Improvement Revolving	401,600	313,648	-87,952	-21.90%
Police Equipment Revolving	128,200	132,046	3,846	3.00%
Street Maintenance	<u>72,800</u>	<u>74,300</u>	<u>1,500</u>	<u>2.06%</u>
Total Transfers	602,600	519,994	-82,606	-13.71%

Special Revenue Funds

The City's Tax Increment Financing (TIF) Funds are classified as special revenue funds. Projects for 2015 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 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 nine different bond issues with a total of \$13,741,337 in outstanding bonds as of December 31, 2014. Payments in 2015 will include \$1,520,387 on the principal of the debt and \$496,108 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 2015 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 2015 budget include new boilers for city hall, paving of an alley, purchase of a new dump truck, new playground equipment at Bassett Creek Park, 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 projects and mill & overlay projects for streets that have been reconstructed under the Street Reconstruction program. 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 \$40,000 in 2015 for intensified patching and that will continue until the phases undergo mill and overlay.

Street reconstruction in the City's 16 phase program continues in 2015 with the construction of Phase 14, the Lions Park North neighborhood. Planning and survey work for Phase 15, the Twin Oak neighborhood, will be done in 2015 followed by construction in the year 2016.

Utility Funds

The utility funds include the Water, Sanitary Sewer, Storm Drainage, Street Light and Recycling funds. Operations of the utility funds in 2015 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.

On November 6, 2014, the city council approved the 2015 utility rates as follows:

Water	1,000 gallons per unit	2014 Price per unit	2015 Price per unit	Percent Change
Tier #1	0 to 30 units	\$4.30	\$4.50	4.65%
Tier #2	31 to 60 units	\$4.70	\$4.90	4.26%
Tier #3	over 60 units	\$5.10	\$5.30	3.92%
Service charge for 1" meters, per quarter		\$4.75	\$4.80	1.05%

	2014 Quarterly Rate	2015 Quarterly Rate	Percent Change
Sewer, residential, per quarter	\$48.60	\$50.00	2.88%
Sewer, commercial, per 100 cubic feet	\$2.15	\$2.21	2.79%
Storm Drainage, residential, per quarter	\$11.70	\$12.60	7.69%
Storm Drainage, commercial, per residential equivalency factor	\$58.50	\$63.00	7.69%
Storm Drainage, commercial, per acre	\$292.50	\$315.00	7.69%
Street Lights, residential, per quarter	\$4.65	\$4.80	3.23%
Street Lights, commercial, per quarter	\$4.65	\$4.80	3.23%
Street Lights, multi-family, per quarter	\$3.49	\$3.60	3.15%
Recycling, per quarter	\$10.65	\$10.65	0%

Respectfully submitted,

Charles Hansen
Finance Director

City of Crystal

RESOLUTION NO. 2014 - 111

RESOLUTION APPROVING THE 2015 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	\$8,302,000
Market Value Based Referendum Levy for	
Pool Bonds Debt Service	209,000
County Highway 81 Debt Service	563,153
Housing and Redevelopment Authority	<u>239,000</u>
Total Levy	\$9,313,153

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 16th day of December, 2014.



Jim Adams, Mayor

ATTEST:



Christina Serres, City Clerk

City of Crystal
RESOLUTION NO. 2014 - 109

RESOLUTION APPROVING THE 2015 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

NOW, THEREFORE, BE IT RESOLVED that appropriations in the 2015 General Fund Budget are as follows:

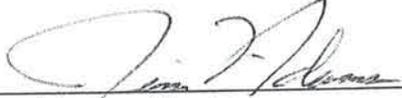
Mayor & Council	\$117,471
Administration	1,000,015
Human Resources	54,078
Assessing	233,010
Legal	95,000
Elections	11,412
Finance	574,729
Police	4,614,970
Fire	1,182,808
Planning	180,570
Building Inspection	257,927
Housing Inspection	279,188
Environmental Health	29,556
Engineering	362,503
Street Maintenance	872,057
Park Maintenance	749,344
Forestry	122,422
City Buildings	161,054
Recreation	707,680
Community Center	380,130
Waterslide / Pool	246,184
Transfer to Police Equip Replacement	132,046
Transfer to Permanent Improvement FD	313,648
Transfer to Street Maintenance Fund	<u>74,300</u>
Total Appropriations	\$12,752,102

RESOLUTION 2014 - 109
Continued

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

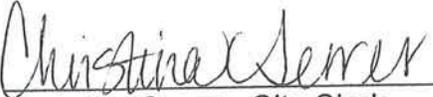
Current Property Tax Levy	\$8,302,000
Property Tax Penalties & Interest	21,785
Special Assessments	126,000
Licenses, Permits & Inspections	844,420
Intergovernmental Revenues	1,968,309
Charges for Services	728,225
Fines & Forfeits	326,500
Administrative Fines	35,000
Investment Earnings	60,000
Miscellaneous Revenue	21,250
Interfund Services	<u>318,613</u>
Total Revenues	\$12,752,102

Adopted by the Crystal City Council this 16th day of December, 2014.



Jim Adams, Mayor

ATTEST:



Christina Serres, City Clerk

**City of Crystal
RESOLUTION NO. 2014 - 110**

**RESOLUTION APPROVING THE 2015 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

NOW, THEREFORE, BE IT RESOLVED that the 2015 Budgets are as follows:

	<u>Revenues</u>	<u>Appropriations</u>
<u>Special Revenue Funds</u>		
TIF #2151, Anthony Shopping Center	111,200	304,141
TIF #2153, Phase 2 Housing	0	10,000
TIF #2154, Suburban Hotel	100,100	7,330
TIF #2155, Heathers Assisted Living	158,450	73,966
Economic Development Authority	450,250	371,669
City Initiative Fund	56,000	30,750
Special Projects/Grants Fund	<u>45,000</u>	<u>82,800</u>
Total Special Revenue	\$921,000	\$880,656
 <u>Debt Service Funds</u>		
GO Improvement Bonds, 2005A	\$89,490	119,000
GO Pool Bonds, 2005B	210,800	206,200
GO Improvement Bonds, 2006A	149,051	155,170
GO Improvement Bonds, 2008A	171,336	203,310
GO Improvement Bonds, 2009A	293,117	281,891
GO Improvement Bonds, 2011A	207,204	169,546
GO Improvement Bonds, 2012A	320,965	256,731
GO Improvement Bonds, 2013A	441,535	298,487
GO Street Bonds, 2013B	<u>563,153</u>	<u>563,153</u>
Total Debt Service	\$2,446,651	\$2,253,488
 <u>Capital Projects Funds</u>		
Permanent Improvement Revolving Fund	\$949,585	\$1,236,100
Major Building Replacement Fund	30,000	9,200,000
Police Equipment Revolving Fund	183,246	182,600
Fire Equipment Revolving Fund	6,400	
Street Maintenance Fund	201,422	40,000
Street Reconstruction Fund	<u>4,079,907</u>	<u>5,718,922</u>
Total Capital Projects	\$5,450,560	\$16,377,622

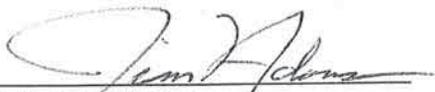
RESOLUTION 2014 - 110
Continued

<u>Enterprise Funds Operating</u>		
Water Utility Fund	\$3,450,302	\$3,223,130
Sewer Utility Fund	2,090,850	2,160,958
Storm Drainage Utility Fund	829,100	745,860
Street Light Utility Fund	195,300	191,479
Recycling Fund	<u>335,330</u>	<u>334,241</u>
Total Enterprise Operating	\$6,900,882	\$6,655,668

<u>Enterprise Funds Capital</u>	
Water Utility Fund	\$513,000
Sewer Utility Fund	1,000,110
Storm Drainage Utility Fund	682,534
Street Light Utility Fund	<u>12,000</u>
Total Enterprise Capital	\$2,207,644

<u>Internal Service Funds</u>		
Self Insurance Fund	<u>\$237,352</u>	<u>\$237,352</u>
Total Internal Service	\$237,352	\$237,352

Adopted by the Crystal City Council this 16th day of December, 2014.



Jim Adams, Mayor

ATTEST:



Christina Serres, City Clerk

City of Crystal
Combining Statement of 2015 Adopted Budgets

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Debt Service Funds</u>	<u>Capital Projects Funds</u>	<u>Total Governmental Funds</u>	<u>Utility Funds Operating</u>	<u>Utility Funds Capital</u>	<u>Internal Service Funds</u>	<u>TOTAL</u>
REVENUES									
Property Taxes	8,302,000	591,000	772,153		9,665,153				9,665,153
Delinquent Tax & Penalty	21,785				21,785				21,785
Special Assessments	126,000		1,635,148	1,384,279	3,145,427	60,000			3,205,427
Licenses & Permits	844,420				844,420				844,420
Intergovernmental	1,968,309	56,000		906,170	2,930,479	0		191,352	2,930,479
Charges for Services	728,225	45,322		0	773,547	6,414,330			7,379,229
Fines & Forfeits	326,500				326,500				326,500
Administrative Fines	35,000				35,000				35,000
Interest	60,000	40,678	39,350	226,167	366,195	59,650		10,000	435,845
Miscellaneous	21,250	24,000		3,000	48,250	366,902		36,000	451,152
Interfund Services	318,613				318,613				318,613
Sale of Property		161,000		35,000	196,000				196,000
Sale of Bonds				2,307,950	2,307,950				2,307,950
Total Revenues	12,752,102	918,000	2,446,651	4,862,566	20,979,319	6,900,882		237,352	28,117,553
EXPENDITURES									
General Government	2,085,715	6,400		136,500	2,228,615			18,047	2,246,662
Public Safety	5,797,778	99,800		215,600	6,113,178			49,503	6,162,681
Public Works	2,267,380	0		15,816,822	18,084,202			146,441	18,230,643
Recreation	1,333,994	7,350		169,700	1,511,044			12,236	1,523,280
Community Development	747,241	587,709		39,000	1,373,950			11,126	1,385,076
Public Utilities							2,207,644		2,207,644
Debt Service		176,397	2,253,488		2,429,885				2,429,885
Total Expenditures	12,232,108	877,656	2,253,488	16,377,622	31,740,874	6,587,668	2,207,644	237,352	40,773,538
TRANSFERS									
In		3,000		587,994	590,994				590,994
Out	519,994				522,994	68,000			590,994
SURPLUS -DEFICIT	0	40,344	193,163	-10,927,062	-10,693,555	245,214	-2,207,644	0	-12,655,985
Est. Dec. 2015 Fund Balance	7,703,113	6,141,996	5,368,736	11,526,126	30,739,971	26,120,130		1,004,369	57,864,470

City of Crystal
 General Fund 2015 Adopted Budget
 Appropriations by Department

General Government	
Mayor & Council	117,471
Administration	1,000,015
Human Resources	54,078
Assessing	233,010
Legal	95,000
Elections	11,412
Finance	574,729
	<u>2,085,715</u>
Public Safety	
Police	4,614,970
Fire	1,182,808
	<u>5,797,778</u>
Community Development	
Code Enforcement	180,570
Building Inspection	257,927
Housing Inspection	279,188
Environmental Health	29,556
	<u>747,241</u>
Public Works	
Engineering	362,503
Streets	872,057
Park Maintenance	749,344
Forestry	122,422
City Buildings	161,054
	<u>2,267,380</u>
Recreation	
Recreation	707,680
Community Center	380,130
Waterslide / Pool	246,184
	<u>1,333,994</u>
Transfer to Permanent Improvement Revolving Fund	313,648
Transfer to Police Equipment Revolving Fund	132,046
Transfer to Street Maintenance Fund	74,300
	<u>519,994</u>
TOTAL GENERAL FUND BUDGET	<u><u>12,752,102</u></u>

City of Crystal
Special Revenue Funds
Combining Statement of 2015 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	108,000		100,000	144,000	239,000	32,000	24,000	591,000
Intergovernmental								56,000
Charges for Services					45,322			45,322
Interest	3,200		100	14,450	22,928			40,678
Miscellaneous						24,000		24,000
Sale of Property					140,000		21,000	161,000
Total Revenues	111,200	0	100,100	158,450	447,250	56,000	45,000	918,000
EXPENDITURES								
General Government						6,400		6,400
Public Safety						17,000	82,800	99,800
Recreation						7,350		7,350
Community Development	201,680	10,000	1,880	2,480	371,669			587,709
Debt Service	101,461		4,450	70,486				176,397
Total Expenditures	303,141	10,000	6,330	72,966	371,669	30,750	82,800	877,656
TRANSFERS								
In					3,000			3,000
Out	1,000		1,000	1,000				3,000
SURPLUS -DEFICIT								
	-192,941	-10,000	92,770	84,484	78,581	25,250	-37,800	40,344
Est. Dec. 2015 Fund Balance	107,122	32,113	-37,101	1,438,497	4,501,909	77,899	21,557	6,141,996

City of Crystal
Debt Service Funds
Combining Statement of 2015 Adopted Budgets

	2005A Improvmt Bonds Phase 7	2005B Pool Bonds	2006A Improvmt Bonds Phase 8	2008A Improvmt Bonds Phase 9	2009A Improvmt Bonds Phase 10	2011A Improvmt Bonds Phase 11	2012A Improvmt Bonds Phase 12	2013A Improvmt Bonds Phase 13	2013B Street Reconst Bonds	TOTAL
REVENUES										
Property Taxes		209,000							563,153	772,153
Special Assessments	84,690		142,651	165,336	282,617	203,504	317,065	439,285		1,635,148
Interest	4,800	1,800	6,400	6,000	10,500	3,700	3,900	2,250		39,350
Total Revenues	89,490	210,800	149,051	171,336	293,117	207,204	320,965	441,535	563,153	2,446,651
EXPENDITURES										
Contractual Services	400		700	600	750	900	1,200	900		5,450
Debt Service Principal	95,000	165,000	120,000	150,000	190,000	135,000	210,000	215,000	563,153	1,843,153
Debt Service Interest	23,600	41,200	34,470	52,710	91,141	33,646	45,531	82,587		404,885
Arbitrage Rebate Pymts										0
Total Expenditures	119,000	206,200	155,170	203,310	281,891	169,546	256,731	298,487	563,153	2,253,488
SURPLUS -DEFICIT	-29,510	4,600	-6,119	-31,974	11,226	37,658	64,234	143,048	0	193,163
Est. Dec. 2015 Fund Balance	540,429	301,989	749,922	718,403	1,250,272	552,661	672,129	582,931	0	5,368,736

City of Crystal
 Capital Improvement Funds
 Combining Statement of 2015 Adopted Budgets

	<u>Permanent Improvement Revolving</u>	<u>Major Building Replacement</u>	<u>Police Equipment Revolving</u>	<u>Fire Equipment Revolving</u>	<u>Street Maintenance</u>	<u>Street Reconstruct</u>	<u>TOTAL</u>
REVENUES							
Special Assessments	128,000				116,322	1,139,957	1,384,279
Intergovernmental	305,970		200			600,000	906,170
Interest	110,967	30,000	36,000	6,400	10,800	32,000	226,167
Miscellaneous	3,000						3,000
Sale of Property	20,000		15,000				35,000
Sale of Bonds						2,307,950	2,307,950
Total Revenues	567,937	30,000	51,200	6,400	127,122	4,079,907	4,862,566
EXPENDITURES							
General Government	136,500						136,500
Public Safety	33,000		182,600				215,600
Public Works	857,900	9,200,000			40,000	5,718,922	15,816,822
Community Center & Pool	169,700						169,700
Community Development	39,000						39,000
Total Expenditures	1,236,100	9,200,000	182,600	0	40,000	5,718,922	16,377,622
TRANSFERS In	381,648		132,046		74,300		587,994
SURPLUS -DEFICIT	-286,515	-9,170,000	646	6,400	161,422	-1,639,015	-10,927,062
Est. Dec. 2015 Fund Balance	8,407,578	-2,533,732	3,163,966	650,670	1,007,713	829,931	11,526,126

City of Crystal
Utility Funds
Combining Statement of 2015 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	3,012,000	2,053,250	828,800	185,700	334,580	6,414,330
Interest	15,000	34,000	300	9,600	750	59,650
Miscellaneous	363,302	3,600				366,902
Total Revenues	3,450,302	2,090,850	829,100	195,300	335,330	6,900,882
EXPENDITURES						
Wages & benefits	342,486	342,486	188,069			873,041
Professional & Contractual Serv	109,336	34,016	34,718		328,020	506,090
JWC & MCES	2,306,187	1,382,985				3,689,172
Utilities	4,400	23,600	7,020	120,000		155,020
Repair & Maintenance	61,300	20,400	4,500	6,000		92,200
Supplies	52,900	58,950	18,750	13,000		143,600
Communications	3,500	2,850	1,250			7,600
Dues, Insurance & Training	14,375	29,630	64,283	9,459	421	118,168
Depreciation	187,691	137,086	324,570	33,217		682,564
Interest expense	12,000					12,000
Administrative Services Charge	128,955	128,955	34,700	9,803	5,800	308,213
Total Operating Expenditures	3,223,130	2,160,958	677,860	191,479	334,241	6,587,668
TRANSFERS						
Out			68,000			68,000
SURPLUS -DEFICIT	227,172	-70,108	83,240	3,821	1,089	245,214
Est. Dec. 2015 Fund Balance	7,653,772	7,430,837	9,734,304	1,140,569	160,648	26,120,130
CAPITAL IMPROVEMENT PLAN	513,000	1,000,110	682,534	12,000		2,207,644

City of Crystal
Internal Service Funds
Combining Statement of 2015 Adopted Budgets

	Self Insurance Fund	<u>TOTAL</u>
REVENUES		
Charges for Services	191,352	191,352
Interest	10,000	10,000
Miscellaneous	36,000	36,000
Total Revenues	<u>237,352</u>	<u>237,352</u>
 EXPENDITURES		
Insurance & Miscellaneous	237,352	237,352
Total Expenditures	<u>237,352</u>	<u>237,352</u>
 SURPLUS -DEFICIT		
	<u>0</u>	<u>0</u>
Est. Dec. 2015 Fund Balance	<u>1,004,369</u>	<u>1,004,369</u>

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00100 GENERAL						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	7,821,015-	8,137,698-	8,083,616-	8,237,000-	8,302,000-	8,302,000-
4015 PROP TAX - DELINQUENT	112,915-	115,641-	106,706-			
4020 PROP TAX - PENALTIES/ INTEREST	11,517-	31,443-	21,371-	15,000-	21,785-	21,785-
4005 TOTAL PROPERTY TAXES	7,945,447-	8,284,782-	8,211,693-	8,252,000-	8,323,785-	8,323,785-
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	174,237-	181,284-	168,393-	90,000-	90,000-	90,000-
4060 SPECIAL ASSESS - DELINQUENT	9,062-	57,198-	26,755-	12,000-	18,000-	18,000-
4065 SPECIAL ASSESS - PREPAID			623-			
4070 SPECIAL ASSESS - PENALTIES	3,685-	12,635-	7,703-	3,000-	6,000-	6,000-
4075 SPECIAL ASSESS - INTEREST	36,179-	28,695-	28,601-	20,000-	12,000-	12,000-
4050 TOTAL SPECIAL ASSESSMENTS	223,163-	279,813-	232,076-	125,000-	126,000-	126,000-
4100 TOTAL LICENSES						
4105 LICENSES - MISCELLANEOUS	11,887-	21,400-	14,486-	18,000-	27,000-	27,000-
4110 LICENSES - AMUSEMENT - MISC	1,155-	990-	1,095-	1,200-	1,200-	1,200-
4115 LICENSES - BEER AND TAVERN	4,630-	5,873-	5,653-	8,000-	10,000-	10,000-
4125 LICENSES - B BOARD/ SIGN HANG	1,200-	2,200-	1,800-	1,800-	1,800-	1,800-
4130 LICENSES - BOWLING ALLEY	1,280-	1,280-	1,280-	1,280-	1,280-	1,280-
4135 LICENSES - CIGARETTE	7,800-	7,746-	7,719-	7,500-	9,000-	9,000-
4140 LICENSES - CLUB/ SUNDAY SALES	2,450-	2,683-	2,725-	2,700-	2,700-	2,700-
4145 LICENSES - DOG & KENNEL	7,392-	8,394-	7,561-	7,500-	8,000-	8,000-
4155 LICENSES - GARBAGE AND REFUSE	5,725-	5,981-	7,307-	6,000-	7,500-	7,500-
4157 LICENSES - GAS PUMP & STATION	2,240-	1,936-	1,888-	1,900-	1,900-	1,900-
4165 LICENSES - LIQUOR - OFF SALE	3,340-	4,430-	4,050-	4,400-	4,640-	4,640-
4167 LICENSES - LIQUOR - ON SALE	52,250-	52,200-	52,150-	52,200-	62,700-	62,700-
4175 LICENSES - PLUMBING AND GAS	10,755-	11,385-	12,795-	11,400-	12,000-	12,000-
4191 LICENSES - TREE TRIMMING	3,300-	3,200-	3,200-	3,300-	3,300-	3,300-
4100 TOTAL LICENSES	115,404-	129,698-	123,708-	127,180-	153,020-	153,020-
4200 TOTAL PERMITS						
4205 PERMITS - MISCELLANEOUS	40-	120-	135-			
4210 PERMITS - BUILDING	202,106-	173,388-	240,412-	235,000-	229,500-	229,500-
4220 PERMITS - DRIVEWAY & CURB CUTS	11,355-	15,405-	12,776-	7,000-	13,000-	13,000-
4222 PERMITS - ELECTRICAL			39,448-	28,000-	36,000-	36,000-
4225 PERMITS - FIRE - MISCELLANEOUS	9,071-	9,218-	7,137-	7,500-	7,200-	7,200-
4240 PERMITS - MECHANICAL	34,939-	31,907-	41,418-	32,000-	36,000-	36,000-
4250 PERMITS - PLUMBING	27,051-	30,732-	35,687-	30,000-	33,000-	33,000-
4255 PERMITS - SEWER	8,849-	14,414-	11,103-	15,000-	12,000-	12,000-
4260 PERMITS - SIGNS	9,300-	9,467-	7,685-	9,000-	7,500-	7,500-
4265 PERMITS - STREET EXCAVATION	3,565-	5,729-	4,243-	5,400-	5,400-	5,400-
4270 PERMITS - WATER	1,303-	981-	2,310-	1,000-	1,800-	1,800-
4200 TOTAL PERMITS	307,578-	291,360-	402,353-	369,900-	381,400-	381,400-
4275 TOTAL HOUSING INSPECTIONS						
4276 VACANT BLDG REGISTRATIONS	73,450-	43,815-	72,435-	45,000-	30,000-	30,000-
4280 HOUSING - POINT OF SALE INSPEC	57,530-	61,740-	79,354-	70,000-	75,000-	75,000-
4285 HOUSING - RENTAL LICENSING	120,731-	143,549-	165,891-	160,000-	205,000-	205,000-
4275 TOTAL HOUSING INSPECTIONS	251,711-	249,104-	317,680-	275,000-	310,000-	310,000-
4300 TOTAL FED INTERGOVERNMENTAL						

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
4302 FEDERAL - MISCELLANEOUS		630-				
4304 FEDERAL - BULLETPROOF VESTS			864-			
4317 FEDERAL -DTF EQUITABLE SHARING	17,647-	9,067-	10,457-	16,000-	16,000-	16,000-
4320 FEDERAL - FEMA DISASTER AID			26,806-			
4300 TOTAL FED INTERGOVERNMENTAL	17,647-	9,697-	38,127-	16,000-	16,000-	16,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS		6,202-				
4349 STATE - BULLETPROOF VESTS			425-			
4352 STATE - DISASTER AID			16,552-			
4357 STATE - MARKET VALUE CREDIT	119,972-		114-			
4360 STATE - LOCAL GOVERNMENT AID	1,455,066-	1,454,975-	1,455,066-	1,455,066-	1,455,066-	1,455,066-
4365 STATE - PENSION AID - FIRE RLF			206,786-	206,000-	210,000-	210,000-
4367 STATE - PENSION AID - POLICE	196,238-	193,097-	215,344-	195,000-	200,000-	200,000-
4370 STATE - PERAAID	17,043-	17,043-	17,043-	17,043-	17,043-	17,043-
4382 STATE - POST BOARD REIMBURSE	10,604-	9,963-	9,911-	10,400-	10,200-	10,200-
4385 STATE - STREET AID	60,000-	60,000-	60,000-	60,000-	60,000-	60,000-
4345 TOTAL STATE INTERGOVERNMENTAL	1,858,923-	1,741,280-	1,981,241-	1,943,509-	1,952,309-	1,952,309-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS	8,533-	4,000-		3,000-		
4390 TOTAL OTHER INTERGOVERNMENTAL	8,533-	4,000-		3,000-		
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4402 ADMIN CHARGES - NONTAXABLE	785-	860-	772-	750-	780-	780-
4403 ADMIN CHARGES - TAXABLE	7,123-	564	3,279-	2,400-	3,000-	3,000-
4404 ADMIN SERV PROV - HRG	8,270-	8,518-	8,660-	9,000-	9,270-	9,270-
4406 REIMBURSEMENT -CY FROLICS	10,000-	10,000-	10,000-	10,000-	10,000-	10,000-
4410 REIMBURSEMENT -ROBB FORESTER	43,235-	40,490-	35,770-	37,275-		
4414 FEES - DOMESTIC PARTNER REG	40-	200-				
4416 FEES - ELECTRICAL APPL / INSP	21,090-	34,149-				
4418 FEES - PLANNING & ZONING	9,000-	4,000-	6,100-	4,800-	5,000-	5,000-
4420 NONTAXABLE-NOTARY,SURVEYS,ETC	1,056-	1,151-	1,597-	1,200-	1,200-	1,200-
4423 PROP LEASES>COMMUNICATION EQ	54,124-	63,700-	59,042-	75,000-	75,000-	75,000-
4430 TAXABLE-COPIES, MAPS, DOCS,ETC	368-	600-	527-	450-	450-	450-
4436 SAC CHARGES	40,140-	4,990-	97-	3,000-	900-	900-
4440 SURCHARGES	71-	555-	1,394-	1,200-	1,200-	1,200-
4441 CITY-PROVIDED SERVICES	20,930-	4,506-	1,687-	4,500-	4,500-	4,500-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	216,231-	173,155-	128,925-	149,575-	111,300-	111,300-
4450 TOTAL CHARGES FOR SERV. - REC						
4455 REC RECEIPTS - YOUTH	91,330-	91,435-	101,969-	94,650-	104,600-	104,600-
4460 REC RECEIPTS - ADULT	64,414-	57,191-	49,310-	61,375-	59,475-	59,475-
4465 REC RECEIPTS - SENIOR	14,399-	15,882-	18,515-	18,000-	18,100-	18,100-
4470 REC RECEIPTS - SP EVENT/ OTHER	27,147-	27,387-	21,419-	30,800-	27,700-	27,700-
4485 USE OF CITY REC FACILITIES	5,225-	6,025-	6,622-	7,000-	7,000-	7,000-
4490 REC - ACTIVITY ASSIST REVENUE	1,641-	2,653-	2,373-			
4450 TOTAL CHARGES FOR SERV. - REC	204,156-	200,573-	200,207-	211,825-	216,875-	216,875-
4500 TOTAL CHARGES FOR SERV. - CCC						
4513 CCC - FACILITY - ROOM RENTAL	74,463-	80,631-	95,192-	81,000-	90,000-	90,000-
4515 CCC - PREFERRED CATERER FEES				2,000-	500-	500-
4520 CCC - OPEN GYM ADULT	6,872-	6,783-	6,765-	7,200-	7,200-	7,200-
4523 CCC - OPEN GYM YOUTH	142-	103-	142-	150-	150-	150-
4500 TOTAL CHARGES FOR SERV. - CCC	81,477-	87,516-	102,099-	90,350-	97,850-	97,850-

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
4550 TOTAL CHARGES FOR SERV. - POOL						
4556 POOL - DAILY ADMISSIONS	52,054-	55,218-	52,139-	60,000-	60,000-	60,000-
4562 POOL - SEASON TICKETS	69,810-	72,851-	69,525-	72,000-	72,000-	72,000-
4565 POOL - SWIMMING LESSONS	22,653-	26,595-	21,430-	25,000-	26,000-	26,000-
4568 POOL - SPECIAL EVENTS	1,284-	917-	554-	2,100-	2,100-	2,100-
4569 POOL - GROUP/RENTAL-TAXABLE	836-	1,029-	1,892-	1,500-	1,500-	1,500-
4570 POOL - GROUP/RENTAL-NONTAXABLE	3,238-	3,551-	2,891-	4,000-	4,000-	4,000-
4571 POOL - CONCESSIONS -TAXABLE	1,090-	13,074-	12,714-	15,500-	15,500-	15,500-
4572 POOL - CONCESSIONS -NONTAXABLE		364-	1,182-			
4595 POOL - ACTIVITY ASSIST REVENUE	662-	1,571-	1,200-			
4550 TOTAL CHARGES FOR SERV. - POOL	151,626-	175,170-	163,527-	180,100-	181,100-	181,100-
4600 TOTAL CH. FOR SERV. -P. SAFETY						
4603 ANIMAL IMPOUND & BOARDING	7,537-	8,173-	5,721-	7,500-	7,500-	7,500-
4604 DANGEROUS ANIMAL REG FEE	50-	458-	310-			
4605 LICENSE INVESTIGATION	2,750-	2,250-	1,870-	1,800-	2,400-	2,400-
4610 ACCIDENT & POLICE REPORTS	352-	310-	179-	300-	300-	300-
4611 FINGERPRINTING	1,750-	1,575-	1,725-	1,600-	1,900-	1,900-
4612 PAWN SHOP TRANSACTION FEES	28,948-	38,358-	38,836-	45,000-	75,000-	75,000-
4615 PHOTOS, VIDEOS, DVD'S, ETC	1,300-	2,028-	2,447-	1,800-	2,000-	2,000-
4617 REIMBURSEMENT -P SAFETY OTHER		258-	118-			
4620 REIMBURSEMENT -SCHOOL RES OFF	22,744-	28,795-	40,137-	32,880-	32,000-	32,000-
4600 TOTAL CH. FOR SERV. -P. SAFETY	65,431-	82,204-	91,343-	90,880-	121,100-	121,100-
4625 TOTAL CH. FOR SERV. - P WORKS						
4700 TOTAL FINES AND FORFEITURES						
4705 FINES - COURT & FORFEITED BAIL	280,819-	292,118-	334,016-	320,000-	320,000-	320,000-
4710 FINES - F ALARM CALLS - POLICE	5,800-	6,080-	3,661-	5,000-	5,000-	5,000-
4714 FINES - LICENSES(EXCL LIQ/TOB)			1,000-			
4715 FINES - LIQUOR LIC VIOLATIONS	750-	750-	750-	1,000-	750-	750-
4720 FINES - TOBACCO LIC VIOLATIONS		500-	1,750-	500-	750-	750-
4725 FINES - ADMINISTRATIVE FINES	41,170-	16,852-	32,786-	40,000-	35,000-	35,000-
4740 FORFEITURE-CONFISCATED ITEMS	5,486-	9,367-	721-			
4700 TOTAL FINES AND FORFEITURES	334,025-	291,963-	374,684-	366,500-	361,500-	361,500-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	120,624-	98,751-	69,480-	60,000-	60,000-	60,000-
4880 CHANGE IN F.V. OF INVESTMENTS	31,835-	21,381-	56,798-			
4800 TOTAL INVESTMENT EARNINGS	152,459-	77,371-	12,683-	60,000-	60,000-	60,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	8,188-	9,970-	4,771-	7,614-	7,200-	7,200-
4904 CASH OVER & SHORT	44	23-				
4906 CASH OVER & SHORT - REC/POOL	50	37	18			
4907 VENDING MACHINE COMMISSIONS	1,599-	1,575-	1,475-	1,750-	1,750-	1,750-
4908 PYMTS IN LIEU OF TAXES (PILOT)	7,896-	8,512-	9,267-	9,300-	9,300-	9,300-
4915 REIMBURSEMENT -OTHER	3,836-	3,184-	2,509-	3,000-	3,000-	3,000-
4950 DONATIONS	3,500-	3,200-	2,500-			
4900 TOTAL MISCELLANEOUS	24,924-	26,427-	20,504-	21,664-	21,250-	21,250-
4980 INTERFUND SERVICES PROVIDED						
4986 ADMIN SERV PROV - STREET IMP	10,381-	10,380-	10,600-			
4990 ADMIN SERV PROV - WATER	118,913-	112,320-	117,472-			

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
4991 ADMIN SERV PROV - SEWER	118,913-	112,320-	117,472-			
4992 ADMIN SERV PROV - ST DRAINAGE	31,998-	30,224-	31,610-			
4993 ADMIN SERV PROV - ST LIGHTING	9,040-	8,539-	8,930-			
4994 ADMIN SERV PROV - RECYCLING	5,349-	5,052-	5,284-			
4980 INTERFUND SERVICES PROVIDED	294,594-	278,835-	291,368-			
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS					10,400-	10,400-
5125 TRANSFER IN - ENTERPRISE FUNDS				283,109-	308,213-	308,213-
5100 TOTAL TRANSFERS IN				283,109-	318,613-	318,613-
4001 REVENUES	12,253,329-	12,382,947-	12,692,216-	12,565,592-	12,752,102-	12,752,102-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	5,406,855	5,480,707	5,489,154	5,750,691	5,805,702	5,805,702
6015 OVERTIME-REGULAR EMPLOYEES	126,697	118,547	144,510	137,214	135,271	135,271
6050 SALARIES/WAGES-TEMP EMPLOYEES	215,854	273,571	230,912	298,236	260,403	260,403
6055 OVERTIME-TEMP EMPLOYEES	471	578	129	200	200	200
6060 DEMO REIMB FROM EDATIF FUNDS	28,197-	31,372-	7,279-			
6003 TOTAL SALARIES AND WAGES	5,721,679	5,842,031	5,857,426	6,186,341	6,201,576	6,201,576
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	283,791	287,906	290,337	320,833	328,485	328,485
6110 PERA - COORDINATED	232,882	236,058	242,021	252,679	266,066	266,066
6115 PERA - POLICE	323,913	331,219	327,582	362,506	379,316	379,316
6120 PERA - DCP	1,586	1,602	2,952	2,982	2,994	2,994
6140 HEALTH INSURANCE	695,575	606,781	693,177	879,932	994,153	994,153
6142 HEALTH SAVINGS ACCOUNTS	31,082	42,556	40,051			
6145 DENTAL INSURANCE	9,172	12,450	12,051	12,162	13,757	13,757
6150 LIFE INSURANCE	2,207	2,206	2,447	2,392	2,326	2,326
6155 RETIRE HLTH SAVINGS PLAN	85,160	87,998	85,666	82,822	79,450	79,450
6170 CLOTHING & CLOTHING ALLOW	25,086	27,973	29,633	30,108	30,016	30,016
6172 TECHNOLOGY ALLOWANCE			1,020	2,020	2,020	2,020
6175 AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	6,000
6180 EDUCATIONAL ASSISTANCE	4,237	5,263	4,240	6,000	4,500	4,500
6185 WORKERS COMP INSURANCE	120,921	126,109	122,922	127,505	153,585	153,585
6190 UNEMPLOYMENT INSURANCE	3,596	8,128	1,816			
6195 COMPENSATED ABSENCES	28,740	39,857	98,760			
6100 TOTAL EMPLOYEE BENEFITS	1,853,949	1,822,105	1,960,675	2,087,941	2,262,668	2,262,668
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	98,315	159,681	161,365	105,353	100,353	100,353
6210 ASSESSOR SERVICES - HENN CO	136,514	135,789	140,751	145,000	156,000	156,000
6215 AUDIT SERVICES	25,900	26,500	26,700	27,100	27,400	27,400
6225 BANK CHARGES & CR CARD FEES	10,437	10,026	13,326	11,930	12,580	12,580
6240 FIRE PROTECTION SERVICES	991,617	964,578	954,718	968,214	972,159	972,159
6241 STATE PENSION AID> RELIEF ASSN			206,786	206,000	210,000	210,000
6250 LEGAL SERVICES - GENERAL	92,702	92,554	201,291	93,000	95,000	95,000
6260 LEGAL SERVICES - PROSECUTION	101,057	113,137	126,944	110,000	120,000	120,000
6270 MEDICAL EXAMS & EVALUATIONS	7,009	8,799	10,910	9,000	12,000	12,000
6200 TOTAL PROFESSIONAL SERVICES	1,463,551	1,511,064	1,842,790	1,675,597	1,705,492	1,705,492

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	118,631	150,444	148,130	123,170	134,470	134,470
6306 CONTRACT SERV- JOINT REC PROG				22,500	21,650	21,650
6315 TREE TRIM / REMOVAL SERVICES	74,950	64,005	46,656	62,600	62,600	62,600
6320 LOGIS SERVICES	219,065	210,616	260,231	294,217	298,040	298,040
6325 PRISONER SERVICES	48,313	64,582	45,742	57,000	57,000	57,000
6330 ANIMAL CONTROL -CITY/NEW HOPE	34,457	34,894	38,089	38,500	38,500	38,500
6335 ANIMAL CONTROL -PUPS & OTHER	21,921	20,587	15,688	23,900	21,000	21,000
6337 AUTOMATED PAWN SYS -CITY/MPLS	9,398	13,048	16,504	13,000	25,000	25,000
6300 TOTAL CONTRACTUAL SERVICES	526,735	558,176	571,041	634,887	658,260	658,260
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	135,182	129,139	138,829	131,900	144,000	144,000
6410 GAS SERVICE	63,656	40,920	56,130	63,400	58,700	58,700
6415 RUBBISH REMOVAL	10,669	11,360	10,190	8,890	9,550	9,550
6420 CITY UTILITY CHARGES	82,457	84,800	75,144	85,000	88,180	88,180
6400 TOTAL UTILITIES	291,963	266,219	280,293	289,190	300,430	300,430
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	17,039	46,739	42,853	23,100	29,100	29,100
6450 EQUIPMENT R & M SERVICES	31,282	26,350	34,963	29,875	29,100	29,100
6455 VEHICLE R & M SERVICES	34,401	33,472	21,535	33,875	29,750	29,750
6470 SERVICE CONTRACTS	50,611	62,117	61,775	75,071	83,219	83,219
6471 PAINTING - SIGNALS & STRIPING	20,058	13,379	2,307	12,000	8,000	8,000
6440 TOTAL REPAIR & MAINT SERVICES	153,390	182,057	163,432	173,921	179,169	179,169
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	722	899	1,543	2,125	1,500	1,500
6490 RENTALS - OFFICE EQUIPMENT	17,200	10,934	11,341	11,300	11,600	11,600
6495 RENTALS - MACHINERY & EQUIP	4,294	4,600	6,110	6,000	6,000	6,000
6480 TOTAL RENTALS	22,215	16,433	18,994	19,425	19,100	19,100
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	125,142	158,751	123,552	134,165	128,415	128,415
6510 PAPER PRODUCTS	5,303	5,840	5,273	5,700	5,700	5,700
6515 AMMUNITION & GUN RANGE USE	6,752	7,638	6,382	9,000	10,000	10,000
6520 COMMODITIES PURCH FOR RESALE	9,692	17,072	17,424	18,500	18,700	18,700
6525 BLDG REPAIR/MAINT SUPPLIES	9,500	4,720	9,961	5,990	6,350	6,350
6530 LANDSCAPE MAT'LS & SUPPLIES	6,489	10,478	8,809	11,970	12,100	12,100
6535 EQUIP MAINT SUPPLIES	15,695	14,409	21,423	14,450	14,850	14,850
6540 VEHICLE SUPPLIES	28,206	24,082	33,118	32,840	32,050	32,050
6545 MOTOR FUELS	171,341	163,359	164,157	169,600	157,640	157,640
6550 STREET MAINTENANCE MATERIALS	46,833	41,217	48,252	40,000	45,000	45,000
6555 SAFETY SUPPLIES	2,863	3,944	4,521	3,940	4,300	4,300
6560 STREET SIGNS & POSTS	2,601	3,968	5,220	3,600	3,600	3,600
6565 PLAYGROUND MAINT SUPPLIES	11,415	9,537	9,855	13,000	14,000	14,000
6570 BALLFIELD MAINT SUPPLIES	3,657	3,511	4,321	4,800	4,800	4,800
6571 TRAIL MAINTENANCE MATERIALS	371	5,252		5,700	5,700	5,700
6500 TOTAL SUPPLIES	445,860	473,779	462,269	473,255	463,205	463,205
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	29,429	18,564	21,128	23,600	23,500	23,500
6610 PHONE SERVICES	32,286	39,150	38,372	43,480	51,560	51,560
6615 COMMUNICATION CONNECT CHARGES	39,092	38,784	38,790	41,400	32,700	32,700

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6620 DELIVERY CHARGES	627	221	218	860	360	360
6600 TOTAL COMMUNICATIONS	101,433	96,719	98,508	109,340	108,120	108,120
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	26,502	35,247	34,270	35,300	36,550	36,550
6660 PRINTING - NOTICES/ORDINANCES	5,786	6,035	5,635	5,000	5,250	5,250
6665 PRINTING - GENERAL	4,975	7,080	6,240	8,900	6,300	6,300
6690 ADVERTISING - GENERAL	1,831	952	2,204	1,850	2,050	2,050
6695 ADVERTISING - EMPLOYMENT	3,083	722	369	700	700	700
6650 TOTAL PRINTING AND ADVERTISING	42,177	50,036	48,717	51,750	50,850	50,850
6700 TOTAL INSURANCE						
6705 INSURANCE	131,118	136,611	134,452	142,071	151,398	151,398
6700 TOTAL INSURANCE	131,118	136,611	134,452	142,071	151,398	151,398
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	39,918	39,379	37,237	49,400	58,800	58,800
6820 DUES AND SUBSCRIPTIONS	38,037	33,541	34,952	36,104	38,275	38,275
6830 LICENSES, PERMITS AND TAXES	3,077	3,843	2,987	4,655	4,810	4,810
6840 BOOKS AND PUBLICATIONS	978	833	994	1,710	1,450	1,450
6850 AWARDS	10,719	11,795	13,579	12,535	13,835	13,835
6875 BAD DEBT	3,138	682	547	120	120	120
6880 SWAT	7,210	5,928	9,968	7,000	8,000	8,000
6881 COMPLIANCE CHECKS	117	124	195	250	250	250
6882 CRIME PREV & COMM POLICING	4,359	4,119	2,687	5,000	4,000	4,000
6883 NEIGHBORHOOD OUTREACH	2,521	2,276	2,206	2,500	2,300	2,300
6800 TOTAL MISCELLANEOUS	110,074	102,520	105,352	119,274	131,840	131,840
7300 TOTAL CONTINGENCY						
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS		600,000				
7427 TRANSFER OUT- PERF FUND	102,300	114,400	125,700	128,200	132,046	132,046
7430 TRANSFER OUT- PIR FUND	493,250	659,000	645,520	401,600	313,648	313,648
7432 TRANSFER OUT- FIRE EQ REV FUND	725,000					
7435 TRANSFER OUT- STR MAINT FUND	167,250	69,300	71,400	72,800	74,300	74,300
7400 TOTAL TRANSFERS OUT	1,487,800	1,442,700	842,620	602,600	519,994	519,994
6001 EXPENDITURES AND EXPENSES	12,351,943	12,500,450	12,386,570	12,565,592	12,752,102	12,752,102
4000 REVENUES AND EXPENDITURES	98,614	117,503	305,647-			
00100 GENERAL	98,614	117,503	305,647-			

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 councilmembers 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 Councilmembers have the same authority and responsibilities.

Jim Adams	Mayor
Elizabeth Dahl	Ward 1
Jeff Kolb	Ward 2
Casey Peak	Ward 3
Julie Deshler	Ward 4
Laura Libby	Section I
Olga Parsons	Section II

Functions and Products

- Make policy decisions on behalf of Crystal's 22,645 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 councilmembers

Funding Sources

The Mayor and Council are supported by general taxes.

2015 Goals and Objectives

1. Provide for salaries and benefits for the mayor and councilmembers
2. Provide funding to professional service: Northwest Hennepin Human Services Council (*joint powers agreement*)
3. Provide training and networking opportunities for elected officials. Funds are also included for training requested by the Human Rights Commission.
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
 - Crystal Business Association
 - Minnesota Mayors Association
5. Provide appreciation awards for employees and volunteers:
 - 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

7. 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
6172 – Technology Allowance	\$1,750	Technology stipend (\$250/Councilmember)
6205 – Professional Services	\$9,303	This budget item reflects funding to Northwest Hennepin Human Services Council.
6810 – Training	\$5,500	This budget item reflects a limited training budget for the Mayor and each Councilmember. (\$1,000/Mayor and \$750/Councilmember)
	\$1,000	For Human Rights Commission conference fees, operating supplies, refreshments for hosting meetings, and speaker fees for city wide presentations.
6820 – Dues and Subscriptions	\$24,495	Keep membership with the organizations that provide the greatest benefit for city: <ul style="list-style-type: none"> • Metro Cities (\$7,662) • League of Minnesota Cities (\$16,705) • Crystal Business Association (\$98) • Minnesota Mayors Association (\$30) Continue to temporarily defer memberships with: <ul style="list-style-type: none"> • National League of Cities • North Metro Mayors
6850 - Awards	\$5,250	<ul style="list-style-type: none"> • Years of Service awards and employee recognition (\$3,000) • Holiday party (\$1,500) • Retirement awards and parties (\$450) • 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>2013 Budget</u>	<u>2014 Budget</u>	<u>2015 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	.70
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, electronic document management 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 2 meetings, assisting with agenda preparation and administration of 10-12 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.

2015 Goals and Objectives

City Manager

- Work on the advancement of the City Council goals set during the 2013-14 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.
- Implement city website enhancements, as needed, including interactive features.
- Expand archival information available on website (Council meeting agenda packets, etc.)
- 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.
- Coordinate implementation of digital storage of official records.

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 councilmembers, 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	\$8,500	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	\$63,600	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	\$25,525	The City is a member of LOGIS (Local Government Information Systems). LOGIS negotiates contracts for various computer software licenses (Websense, 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. It also includes license fee for digital storage of official documents.
6505 – Misc. Operating Supplies	\$19,400	This covers the cost of all office supplies for City Hall and public works facilities which includes paper, toner, letterhead, envelopes, etc.
6605 – Postage	\$20,500	This is for postage using a mailing service.
6655 – Printing Newsletters	\$36,000	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	\$10,000	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	\$4,200	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	2014
Recruitments	13	15	11	16	19	19	22
Applications Reviewed	241	380	755	336	633	850	1,251
Interviews Conducted	65	93	119	96	133	154	432

- 2014: three Community Service Officers, four Police Officer, one Temporary Streets Maintenance, one Temporary Utilities Maintenance, three Temporary Park Maintenance, one Temporary Stormwater Maintenance, one Temporary Forestry Assistant, three Housing Inspector, one Human Resources Representative, one Building/Parks Superintendent, one Sergeant, one City Engineer/Public Works Director, one Public Works Administrative Assistant.
- 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.

2015 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.
- Restore exceptional performance award portion of compensation plan.
- Administer updated 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	\$4,500	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	\$12,000	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 -	\$8,840	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.):

	2013 Actual	2014 Budget	2015 Budget
Assessing/Customer Service 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/Customer Service 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 customer service lead work and support work for Administration, Community Development, and Human Resources 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

	2008	2009	2010	2011	2012	2013	2014
1. Number of new property owners							
Applying for homestead status	305	367	245	263	99	311	418
2. Special assessment *payments	300	513	144	278	201	255	408

**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.

2015 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	\$156,000	Contract for Hennepin County assessing staff to review property assessed values in five-year cycles.
6320 – LOGIS Services	\$14,000	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

	2007	2008	2009	2010	2011	2012	2013	2014
Attend City Council meetings	26	24	24	23	25	27	30	22
Attend Economic Development Authority meetings	20	18	20	17	13	21	17	12

- 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.

2015 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 next proposed contract calls for an approximately 2% increase in the annual retainer (from \$45,000 to \$46,000) while the hourly rates remain the same as in 2014. This line item is increased to reflect the retainer increase and actual routine legal 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. The City has not appropriated money for an election in an odd-numbered year.

Personnel Expenses

Staff: The following personnel work within this department and the expenses are charged to it for regularly scheduled election 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 care 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.

2015 Goals and Objectives

- Provide for elections in accordance with Federal and State Laws, City Charter, and City Ordinances – no elections anticipated in 2015
- 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 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 2015

Line Item/Description	Amount	Discussion
6470 – Service Contracts	\$10,400	The service contract with Hennepin County covers election equipment (which includes the vote tabulators and assistive voting equipment). - \$4,200 Modus Election Software Service - \$6,200 A centralized software system designed to streamline the administration of election logistics and operations.
6605 – Postage	\$900	This cost is incurred by Hennepin County charging back postage for returned postal verification cards

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Finance Director	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00
Accountant/Project Manager	0	0	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)	1.00	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. While these services are becoming expectations and are the cost of doing business, they do require significant time from Finance staff. License fees and transaction costs of the computer systems often will be higher than the costs of current operations.

The new utility billing website illustrates this dilemma. Customers are able to view their account data and make payments on their account through the website. Payments are automatically posted to the customer account, saving staff time to post the payment. However, customers who have a question or dispute regarding their account will still call the utility biller.

Although detailed instructions are on the website for customers to follow to set up their user identity on the website, 80% to 90% of them need customer support from the utility biller. This more than cancels out any staff time savings from automatic payment posting. The website has license fees and support costs that the city pays as part of the LOGIS service charge for the utility billing system. All payments on the website are credit card payments, which are the most expensive form of payment for the City. The website is a nice service that our customers expect from the city, but it increases costs for staff time, license fees and transaction fees.

When there are higher staff time requirements and operating costs, the new computer systems must be justified by providing higher levels of functionality to other city departments or to citizens.

A new position for an Accountant/Project manager is necessary to handle a series of new computer systems that city management has identified for implementation in the coming years.

- 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.
- Accountant/Project Manager: Support the installation and ongoing operation of new computer systems. Share higher level accounting duties with the Assistant Finance Director.
- 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.

2015 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.
- Transition the department to use document imaging to store certain records instead of paper storage.

Budget Highlights:

Line Item/Description	Amount	Discussion
6205 / Professional Services	\$4,800	Administration of flexible spending accounts & health savings accounts.
6215 / Audit Services	\$27,400	Cost of the annual financial audit by CPAs.
6320 / LOGIS Services	\$65,800	Cost of the financial & payroll modules. Includes \$13,900 for license fees and equipment for new accounts payable computer system.
6470 / Service Contracts	\$884	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) 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 (23): 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. Added additional police officer to replace the full time juvenile specialist position.
- Juvenile Specialist (part time as of 7/1/2014): 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 Manager: 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. Supervise Community Service Officers.
- Community Service Officer (7): 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. We have one full time Community Service Officer and six part time Community Service Officer's.
- 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 1,800 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 1200 hours of volunteer service.
- Police Volunteers (2): The non-sworn police volunteer includes the Citizens on Patrol, Storefront, and Office volunteers that patrol city streets in order to deter, observe and report crime, staff the storefront office and assist in our police records unit.

Functions and Products:	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Calls for Service or Events	30,007	30,681	32,716	31,878	31,624
Fingerprints captured	404	349	414	439	587
Arrests Adult	912	843	942	1,226	961
Arrests Juvenile	353	238	245	279	119
Animal Control Calls	709	334*	501	471	469
Animal Control Officer initiated	159	109*	107	92	116
Property Processed	4,995	5,256	5,935	6,197	3,455
Photographs Archived	3,995	3,929	3,572	4,385	6,219
Recordings Archived	4,000	3,811	3,409	4,044	3,595
Part 1 Crimes	863	762	672	762	550
Part 2 Crimes	944	901	918	1,092	989
DWI Arrests	139	147	189	256	276
Vehicle crash responses	502	609	885	754	639
Citations issued	5,139	5,369	6,199	6,133	6,626
Cases Cleared	52%	52%	50%	66%	55%

*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 \$32,050 to our revenue for Safe Schools reimbursement. We are also anticipating Lionsgates Academy will use our services.

Estimated Revenues in 2015 General Fund Budget:

Reimb. Drug Task Force OT	16,000
State pension aid	200,000
Post Board reimbursement	10,200
Animal impound & boarding	7,500
Accident and police reports	300
Fingerprinting	1,900
Pawn Shop fees	75,000
License investigation	2,400
Photos, Videos & DVDs	2,000
Safe Schools reimbursement	32,000
Court Fines & Forfeited Bail	320,000
False Alarm Calls	5,000
Total Revenues	672,300

2015 Goals and Objectives:

- Research squad room remodeling and prepare for remodeling
- Due to a phased retirement of our Juvenile Specialist, replace with a Police Officer that will become the Community Liaison Officer
- Train recruit officers and become fully staffed on patrol
- Research volunteer program where we have an annual event with our staff and the community
- 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.
- Continue to utilize neighborhood outreach office.

Budget Highlights:

The 2015 operating budget includes a slight increase of approximately 3.0 percent over that of the 2014 budget. The increase is mostly in wages and benefits.

Line Item/Description	Amount	Discussion
6260-Legal Services-Prosecution	\$120,000	Prosecutes criminal offenses on behalf of the city.
6335 – Animal Control-PUPS	\$21,000	Building where we house animals needs some repairs
6455-Vehicle Repair & Maintenance Services	\$22,000	Repairs on the departments marked and unmarked vehicles.
6850-Awards	\$1,200	Increase by \$400 dollars due to increase of citizen awards and future retirements
6515-Ammunition & Gun Range	\$10,000	Crystal has partnered with the city of Columbia Heights for use of their range due to New Hope's range closing in 2013.

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
- Assistant Fire Chiefs (3)
- Deputy Fire Marshal
- Part-time Inspectors (3)
- Administrative Captain
- Paid, On Call Firefighters (authorized for up to 66 including 3 Assistant Chiefs, 3 Training Captains, 3 Station Captains and 6 Station Lieutenants)

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.

2015 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
- Maintain an effective, efficient organizational structure that addresses succession planning and cohesive response throughout the District

Budget Highlights

The Crystal 2015 contribution to the West Metro Fire-Rescue District budget is \$972,159, an increase of \$3,945 over Crystal's 2014 contribution. The total 2015 West Metro budget is \$1,974,000, up from the 2014 budget of \$1,963,195. According to the formula, Crystal shares in 49.2482% of the costs in 2015.

Planning and Code Enforcement Division Profile and Budget Summary

The Planning and Code Enforcement division provides professional planning support for all community planning and zoning functions; 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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Community Development Director	.20	.20	.20
City Planner/Asst. Comm. Dev. Dir.	.50	.50	.40
Code Enforcement Specialist	1.00	1.00	.70
Assessing /Customer Service Specialist	.10	.10	.10
Community Development Clerk	.45	.00	.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.
- Assessing/Customer Service 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.
- 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.

2014 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>2014 (budgeted)</u>	<u>2014 (YTD 07/11/14)</u>
○ Planning Commission application fees:	\$ 4,800	\$ 1,500
○ Administrative Citations:	\$ 40,000	\$ 14,227
○ Sign permits:	\$ 9,000	\$ 1,653
○ Vacant Building Registrations:	<u>\$ 45,000</u>	<u>\$ 25,025</u>
Totals:	\$ 98,800	\$ 42,405

2015 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 Transitway, Station Area Planning and other inter-jurisdictional planning efforts within the Bottineau corridor.
- 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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Community Development Director	.10	.10	.10
Building Official	1.00	.90	.90
Building & Housing Inspector (formerly Code Compliance Inspector)	.50	.50	.50
Rental Licensing Specialist	.25	.00	.00
Customer Service Representative	.60	.70	.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.
- **Building & Housing Inspector:** Conducts building and housing 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. Assists Building Official with residential plan reviews. 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:
 - 2013: \$ 1,635
 - 2014 (YTD 07/14/14): \$ 839

Revenue Sources

- Division activities and personnel are funded by general fund dollars.
- Revenues from building, mechanical and plumbing permits and plan reviews:
 - 2013: \$ 317,517
 - 2014 Budget: \$ 297,000
 - 2014 (YTD 07/14/14): \$ 239,090

2015 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 and to ensure safe, hazard-free structures.
- 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:

Position formerly titled Code Compliance Inspector was retitled to Building & Housing Inspector to better reflect the building and housing code related aspects of the position.

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Community Development Director	.10	.10	.10
City Planner/Asst. C.D. Director	.00	.00	.10
Building Official	.00	.10	.10
Housing Inspector	.80	.80	1.00
Building & Housing Inspector (formerly Code Compliance Inspector)	.50	.50	.50
Rental Licensing Specialist	.50	.90	1.00
Code Enforcement Specialist	.00	.00	.30
Customer Service Representative	.30	.20	.20
Community Development Clerk	.00	.45	1.00

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.
- **City Planner/Assistant Community Development Director:** Supervises Code Enforcement Specialist and Rental Licensing Specialist in the enforcement of the city's Property Maintenance Code.
- **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.
- **Building & Housing Inspector:** Conducts building and housing 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. Assists Building Official with residential plan reviews. 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.

- 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. Under the guidance of the Assistant Community Development Director, conducts follow-up housing inspections in addition to other code enforcement duties.
- 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):
 - 2013: \$ 79,354
 - 2014 Budget: \$ 70,000
 - 2014 (YTD 07/11/14): \$ 40,720
- Revenues from rental licensing program
 - 2013: \$ 165,891
 - 2014 Budget: \$ 160,000
 - 2014 (YTD 07/11/14): \$ 130,661

2015 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:

Housing Inspector position increased from .8 FTE to 1.0 FTE to better accommodate residents' needs for point of sale and rental inspections.

The 2015 budget also reflects 0.30 FTE of the Code Enforcement Specialist position performing housing inspection-related duties and the City Planner/Assistant Community Development Director position contributing 0.10 FTE to supervision and oversight of the housing enforcement effort.

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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 2014. 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):

2015 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 2015 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 2014.

Engineering Department Profile and Budget Summary

The Engineering Department manages the City's infrastructure, oversees large public works projects, and maintains records 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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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	0.00	0.30

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

- **City Engineer/Public Works Director:** Plan, coordinate and direct all Public Works improvement and maintenance programs involving streets, parks, utilities, engineering and buildings. Administer all functions within Public Works, Engineering, Parks, Streets, Utilities and Building maintenance. Oversee and participate in operation of Bassett and Shingle Watershed Management Organizations (WMO's). Monitor and manage required State and Federal regulations and reporting. Provided support to all other city departments.
- **Engineering Project Manager:** Coordinates and manages all aspects of engineering projects including developing plans and specifications, soliciting proposals or bids, tabulating proposals, and managing contracts. To provide engineering and public works information to the public, including private sector and other agencies. To provide field supervision of construction work with respect to staking, inspection, tests, and measurement of quantities for payment. To perform related duties of surveying, inspection, measurements, computations, and record keeping.
- **GIS/Engineering Technician:** Develops and maintains the City's Geographic Information System (GIS) (50%) and performing engineering technician duties (50%). Position provides services to Engineering Department and technical support to other city departments, public and private agencies, and the general public as needed. Provides support to street reconstruction projects.
- **Engineering/Public Works Administrative Assistant:** Provides administrative support for the Public Works Department, including Engineering and Forestry; assists Customer Service Representatives with Department-related tasks, as directed. Provides support to street reconstruction projects. The cost of this position is charged to the utility funds. This is a 0.6 FTE position.
- **Seasonal Street Project Technician:** This position will be filled in 2015. Provides office and field support services to the Engineering and Public Works Departments; this is a seasonal position filled in years when street reconstruction projects are going on. 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) – new project in 2015.
- 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; directional drill pipelines.
- Prepare plans and specifications for annual and misc projects (avg 4/year).
- Participate in large highway projects, currently Hennepin County Road 9 reconstruction through Robbinsdale, Joint Water Commission pipeline Parts 1 & 2.
- 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 the General Fund.

2015 Goals and Objectives

- Finish design and begin North Lions Phase 14 Street Reconstruction Project.
- Complete construction and commissioning of new Public Works Facility.
- Complete annual sealcoat, concrete, retaining wall, and street striping programs.
- Complete construction of JWC Emergency Water Supply.
- Manage various city building maintenance, parking lots, etc projects.
- Continue to maintain city infrastructure and land records files.
- Complete replacement of section of JWC pipeline, Co. Rd 9, Robbinsdale.
- Finish construction of Memory Pond Watershed emergency pumping forcemain.
- Continue with sanitary sewer lining projects.
- Finish construction of South Lift Station replacement forcemain.
- Develop Street Sign Inventory and Retro-reflectivity Program.
- Continue with alley reconstruction program – Phase 9 of 10.
- Re-rate local streets for pavement management system.
- Begin design process of Bottineau Light Rail transit system.
- Finish meeting MPCA requirements for MS4 stormwater permit.

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, including the County Road 81 trails.

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Street Superintendent	1.00	1.00	1.00
Maintenance III – Mechanic	2.00	2.00	2.00
Maintenance III – Heavy Equip Operator	2.00	2.00	2.00
Maintenance I	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 the General Fund.

2015 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 15-16 neighborhoods.
- Continue to repair raveling wear course in Phases 2-4.
- Prepare Phase 8 for possible sealcoat.
- Continue with salt application reduction program.
- Prepare for and make actual more to new facility.
- 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 15 & 16 as they continue to deteriorate while awaiting reconstruction. The Phase 2 project area will be evaluated for possible mill and overlay in 2015.

Line Item/Description	Amount	Discussion
6471 – Painting & Striping	\$8,000	This is the annual street striping and traffic signal painting programs. Using epoxy paint continues to save money in the annual striping budget. Reduced \$4,000 from 2014 budget.
6550 – Street Maintenance Materials	\$45,000	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, two fire stations, 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 recently reconstructed County Road 81 has increased the workload for the Department as the City is responsible for all the rights of way turf areas, trees and landscape planting beds, and maintenance of three new ponds.

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Parks and Facilities 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.

- **Parks and Facilities 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 the General Fund.

2015 Goals and Objectives

- Continue the high level of quality park maintenance.
- Replace Bassett Creek Park picnic shelter pads.
- Replace Bassett Creek Park playground equipment.
- Replace Community Center landscaping, south side.
- Seasonal installation and removal of dock at Twin Lake Trail; maintain trail area.
- 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 – Contractual Services	\$19,000	This is the mowing of certain properties by an outside contractor and controlled burns of prairie grass areas; includes \$6,400 to mow the new Co. Rd. 81 corridor.
6315 – Tree Trim / Removal Service	\$16,000	This is the trimming and removal of dead or diseased trees from all City owned property.
6420 – City Utility Charges	\$47,500	Includes water for irrigation and storm drainage utility fees; increase of \$2,500 from 2014.
6530 – Landscape Materials and Supplies	\$11,400	Includes \$5,000 for landscaping work formerly included in the PIR.
6810 – Training & Travel	\$2,600	This provides continuing education and training for the department staff. Includes \$1,500 for outside safety related OSHA training.

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.).

	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
City Forester	1.00	1.00	.50
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: This was a full-time position with the employee employed by the City of Crystal, but working half-time in Crystal and half-time in Robbinsdale. Robbinsdale stopped participating at the end of 2014 and the position is now half-time. This position is responsible for inspections of trees and other vegetation. 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

- Evaluate potential diseased trees for Dutch Elm, Oak Wilt, and Emerald Ash Borer diseases.
- Monitor emerald ash borer threat to public trees and continue ongoing 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 sufficiently 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.

2015 Goals and Objectives

- Continue the emerald ash borer management program.
- Work with staff and Council on City Code changes.
- Respond to resident requests.
- Provide input to the Phase 14 Street Reconstruction Project.
- Coordinate tree pruning, tree removing, stump grinding, lawn maintenance, and tree planting contracts.
- Continue diseased tree management through thorough inspections, enforcement, and follow up.
- Manage sighting, planting, and establishing new trees on public lands, planting at least 50 new trees, including reforestation 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.
- Update 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, exteriors, 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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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: Provide and monitor janitorial and light maintenance services to City Hall.

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 Source

The Department generates no revenue and is supported by the General Fund.

2015 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 2015 reflect a middle of the road approach.

Line Item/Description	Amount	Discussion
6445 – Building Repair & Maintenance Services	\$8,000	Electrical: \$ 500.00 Fire Alarm System: \$ 700.00 Window Repair & Cleaning: \$ 500.00 Security system/keycard readers: \$ 1,500 Boiler: \$ 1,500 HVAC: \$ 1,000 Miscellaneous: \$2,300
6450 – Equipment R & M Services	\$11,000	Based on 2012-14 experience: HVAC Repairs: \$ 6,000 Electrical Repairs: \$ 1,500 Miscellaneous: \$ 3,500
6470 – Service Contracts	\$20,500	Annual service contracts: HVAC system: \$ 8,000 Fire alarms/sprinklers: \$ 1,400 Security systems (City Hall and Community Center) and backflow: \$ 3,600 Copiers: \$ 4,300 Pest Control: \$ 800 Civil defense sirens: \$ 1,500 Carpet cleaning: \$ 500 Elevator: \$400
6610 – Telephone / Mobile Phone	\$13,000	Includes all City local and long distance telephone service, and equipment/software service contract.

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>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Recreation Director	1.00	1.00	1.00	1.00
Recreation Supervisors	2.10	2.10	2.20	2.20
Office Assistant II	1.00	1.00	1.00	1.00
Recreation Office Clerk	.48	.48	.75	.75
Seasonal Positions	1.79	2.00	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.

	2013 Registrations	2012 Registrations
Pre-school Activities	1029	1253
Youth Sports	518	485
Other Youth Activities	732	680
Teens	1099	1140
Adult Sports	212 Teams	194 Teams
Other Adult Activities	228	321
Senior Center Membership	290 (year average)	300 (year average)
Other Senior Activities	254	297
Senior Special Events	3408	3029
Warming House	4075	2183
Community Events	3897+	3441+

- Planning and operation of recreation facilities
 - Monitor the use of the 28 city parks and facilities.
 - 2013 – 229 facility use permits issued
 - 2012 – 185 facility use 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.
 - 2014 schedule: North Lions, Kentucky, Fair, North Bass Lake, Lions Valley Place Parks.

Funding Sources

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

2015 Goals and Objectives

1. Conduct a comprehensive needs assessment of community recreational needs and facilities.
2. Provide a high quality recreation experience for our residents with an emphasis on being progressive and user-friendly.
3. Minimize unnecessary duplication of programs through cooperative ventures other agencies.
4. Increase the Recreation Department’s exposure by utilizing new marketing tools.
5. Support the Park and Recreation Commission so that they can act as ambassadors for the Recreation Department.
6. Increase online registration usage by 5%.
7. Provide professional development opportunities for staff to increase their skills and knowledge to better serve our residents.
8. Increase revenue by 2% to offset more of the administration costs of the Recreation Department.

Budget Highlights:

Line Item/Description	Amount	Amount of Change	Discussion
6305 Contractual Services	68,750	+11,900	Community Survey on Parks/Recreation Services for Commission and Department Long Range Planning: \$8,000 (new) Contracted services for various programs: Youth and teen programs: \$15,600* (+2100) Adult programs: \$24,150* (+1100) Senior Programs and Events: \$5,900** (+400) Community Events: \$10,400 (+100) Misc. handicapped services: \$4,700 (+200) * All costs are covered by program fees ** A portion of costs are covered by program fees
6306 Contractual Services – Jt. Programs	21,650	-850	Contracted services for joint programs with other cities/agencies.
6320 LOGIS Services	26,100	+1,959	Costs associated with new Park and Recreation system – enables us to purchase additional modules for Point of Sale, and Memberships at a reduced cost as part of the start up package.
6810 Training and Travel	2,000	+800	Staff training opportunities including the MRPA state conference as well as front office staff training
6810 Dues and Subscriptions	4,050	+950	Additional cost is for MRPA memberships for the professional staff

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>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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	1.75	1.75	1.75	2.00
Temporary Staff	1.28	1.22	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 (2.00): Provide and monitor janitorial and light maintenance services to City buildings with primary responsibility being the Crystal Community Center. Additional hours are included for 2015 with the completion of the new Public Works facility. The new facility is anticipated to require additional hours above the current janitorial hours at the current facility.
- 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>2013</u>	<u>2012</u>
CCC – Rental Permits	343	351
CCC – Recreation Program Permits	287	252
Forest – Rental Permits	23	15
Forest – School Use Permits	14	14
Forest – Recreation Program Permits	22	22

Funding Sources

The Department is funded by the General Fund. Fees are charged for rentals and programs. The Department is 26.0% fee supported.

2015 Goals and Objectives

- Provide for maintenance and operation expenses for the CCC facility.
- Keep the CCC building in good repair by fixing things promptly.
- To increase 2015 rental revenue over 2014 rental revenue by 5%
- Provide quality customer service.
- To further develop the community-school concept at the Forest Community Gyms providing recreation programs in partnership with the school and the community.
- To provide supervision of the Forest facility during programming and rental hours.

Budget Highlights:

Line Item/Description	Amount	Amount of Increase	Discussion
6445 Building Repair and Maint Services	12,000	+4,000	Increased due to repairs to the building because of increasing age
6450 Equipment Repair and Maint Services	5,000	+2,000	Increased due to repairs to the building because of increasing age
6505 Operating Supplies	10,000	+ 200	Increase in costs of miscellaneous items
6525 Bldg Repair/Maint Supplies	800	+ 300	Increased due to repairs to the building because of increasing age
6535 Equip Maint Supplies	800	+ 300	Increased due to repairs to the building because of increasing age

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>2012 Actual</u>	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>
Pool support staff	5.43	5.20	5.20	5.20
Water Safety Instructors	0.60	0.62	0.62	0.62
Cashier/Concession Worker	0.00	0.54	0.54	0.54
Pool/Waterslide Total	6.03	6.36	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.
 - 2013 Attendance – 30,184
 - 2013 Passes Sold - 629
 - 2012 Attendance – 31,127
 - 2012 Passes Sold - 667

- Offer a variety of levels of swim lessons for adults and children.
 - 2013 – 473 swim lesson registrations
 - 2012 – 523 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 73.5% fee supported through sales of season tickets, daily admissions and concessions sales.

2015 Goals and Objectives

- To provide an 11 week swimming season – it is hoped that this would be reciprocal with New Hope. Each city would alternate in adding the additional week. New Hope would start in 2016.
- To operate a profitable combination of concession stand and vending area that provides refreshments for pool patrons.
- To provide appropriate levels of supervision/staffing/maintenance to coincide with usage.
- Maintain swimming pool facility and programs including special events.
- 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	Amount of Increase	Discussion
6400 Utilities	42,350	+2,900	Increase expected in utility costs as well as increased use of gas and electricity due to the cooler summer weather we've experienced.
Line Item/Description	Amount	Amount of Increase	Discussion
6505 Supplies	25,000	+ 500	Increased expected cost increases. This expenditure includes all pool chemicals needed for the season
6610 Advertising – General	1,800	+ 200	Increased to add an additional coupon option in a local mailer

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 2015 budget, the transfer from the general fund is \$313,648. The PIR will receive \$225,970 of Local Government Aid (LGA), the increase over the amount of LGA the city received 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 2015 budget with a transfer of \$132,046, a 3% 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 \$74,300 for 2015, which is a 2% increase over the 2014 transfer.

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00100 GENERAL						
04 MAYOR AND COUNCIL						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	57,884	58,463	59,048	59,638	59,638	59,638
6003 TOTAL SALARIES AND WAGES	57,884	58,463	59,048	59,638	59,638	59,638
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	4,428	4,472	4,555	4,562	4,696	4,696
6120 PERA - DCP	1,586	1,602	2,952	2,982	2,994	2,994
6172 TECHNOLOGY ALLOWANCE			750	1,750	1,750	1,750
6185 WORKERS COMP INSURANCE	116	117	154	149	180	180
6100 TOTAL EMPLOYEE BENEFITS	6,130	6,191	8,412	9,443	9,620	9,620
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,000	31,918	30,583	9,303	9,303	9,303
6200 TOTAL PROFESSIONAL SERVICES	2,000	31,918	30,583	9,303	9,303	9,303
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,957	5,285	2,359	2,000	2,500	2,500
6500 TOTAL SUPPLIES	1,957	5,285	2,359	2,000	2,500	2,500
6600 TOTAL COMMUNICATIONS						
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	350					
6650 TOTAL PRINTING AND ADVERTISING	350					
6700 TOTAL INSURANCE						
6705 INSURANCE	638	506	538	153	165	165
6700 TOTAL INSURANCE	638	506	538	153	165	165
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,175	38	2,593	5,500	6,500	6,500
6820 DUES AND SUBSCRIPTIONS	26,910	23,054	24,041	23,634	24,495	24,495
6850 AWARDS	3,673	5,800	5,655	4,100	5,250	5,250
6800 TOTAL MISCELLANEOUS	31,758	28,892	32,289	33,234	36,245	36,245
7300 TOTAL CONTINGENCY						
6001 EXPENDITURES AND EXPENSES	100,717	131,255	133,228	113,771	117,471	117,471
04 MAYOR AND COUNCIL	100,717	131,255	133,228	113,771	117,471	117,471

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
06 ADMINISTRATION						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	535,702	535,555	556,964	581,973	613,477	613,477
6015 OVERTIME-REGULAR EMPLOYEES	171	3		250	250	250
6003 TOTAL SALARIES AND WAGES	535,873	535,558	556,964	582,223	613,727	613,727
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	39,713	39,058	40,330	43,536	46,050	46,050
6110 PERA - COORDINATED	38,832	38,834	40,384	42,211	46,030	46,030
6140 HEALTH INSURANCE	52,134	44,462	49,927	62,094	76,384	76,384
6142 HEALTH SAVINGS ACCOUNTS	4,988	4,320	4,692			
6145 DENTAL INSURANCE	1,068	978	1,075	1,026	1,085	1,085
6150 LIFE INSURANCE	513	517	779	519	519	519
6155 RETIRE HLTH SAVINGS PLAN	5,405	5,577	5,666	5,830	6,031	6,031
6172 TECHNOLOGY ALLOWANCE			270	270	270	270
6175 AUTO ALLOWANCE	6,000	6,000	6,000	6,000	6,000	6,000
6185 WORKERS COMP INSURANCE	3,257	3,245	3,070	3,112	3,890	3,890
6195 COMPENSATED ABSENCES	12,006	989				
6100 TOTAL EMPLOYEE BENEFITS	163,916	143,979	152,194	164,598	186,259	186,259
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	7,687	15,118	8,825	10,500	8,500	8,500
6225 BANK CHARGES & CR CARD FEES	310	140	237	360	360	360
6200 TOTAL PROFESSIONAL SERVICES	7,998	15,258	9,062	10,860	8,860	8,860
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	42,399	28,394	57,450	85,356	63,600	63,600
6300 TOTAL CONTRACTUAL SERVICES	42,399	28,394	57,450	85,356	63,600	63,600
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	18,460	17,633	17,741	18,600	25,525	25,525
6440 TOTAL REPAIR & MAINT SERVICES	18,460	17,633	17,741	18,600	25,525	25,525
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	17,926	46,608	17,066	23,400	19,400	19,400
6535 EQUIP MAINT SUPPLIES	400					
6500 TOTAL SUPPLIES	18,326	46,608	17,066	23,400	19,400	19,400
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	22,769	17,596	18,195	21,000	20,500	20,500
6610 PHONE SERVICES	1,309	3,102	2,417	3,500	3,500	3,500
6615 COMMUNICATION CONNECT CHARGES	270	270				
6620 DELIVERY CHARGES	244	160	154	300	300	300
6600 TOTAL COMMUNICATIONS	24,591	21,127	20,767	24,800	24,300	24,300
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	8,867	35,002	33,941	35,000	36,000	36,000
6660 PRINTING - NOTICES/ORDINANCES	1,260	1,633	1,256	1,000	1,300	1,300
6665 PRINTING - GENERAL	867	753	988	800	800	800
6650 TOTAL PRINTING AND ADVERTISING	10,995	37,389	36,185	36,800	38,100	38,100
6700 TOTAL INSURANCE						

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6705 INSURANCE	4,008	4,626	4,367	1,415	1,544	1,544
6700 TOTAL INSURANCE	4,008	4,626	4,367	1,415	1,544	1,544
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	7,452	9,301	9,587	9,000	10,000	10,000
6820 DUES AND SUBSCRIPTIONS	3,924	3,847	4,154	4,300	4,500	4,500
6850 AWARDS	4,374	3,732	3,989	4,500	4,200	4,200
6800 TOTAL MISCELLANEOUS	15,750	16,879	17,730	17,800	18,700	18,700
6001 EXPENDITURES AND EXPENSES	842,314	867,451	889,526	965,852	1,000,015	1,000,015
06 ADMINISTRATION	842,314	867,451	889,526	965,852	1,000,015	1,000,015

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
08 HUMAN RESOURCES DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6100 TOTAL EMPLOYEE BENEFITS						
6180 EDUCATIONAL ASSISTANCE	4,237	5,263	4,240	6,000	4,500	4,500
6100 TOTAL EMPLOYEE BENEFITS	4,237	5,263	4,240	6,000	4,500	4,500
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	26,656	50,565	59,004	25,000	25,000	25,000
6270 MEDICAL EXAMS & EVALUATIONS	7,009	8,799	10,910	9,000	12,000	12,000
6200 TOTAL PROFESSIONAL SERVICES	33,665	59,364	69,914	34,000	37,000	37,000
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	11,811	7,528	8,100	8,502	8,840	8,840
6300 TOTAL CONTRACTUAL SERVICES	11,811	7,528	8,100	8,502	8,840	8,840
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS		3,210	3,210	3,210	3,210	3,210
6440 TOTAL REPAIR & MAINT SERVICES		3,210	3,210	3,210	3,210	3,210
6650 TOTAL PRINTING AND ADVERTISING						
6695 ADVERTISING - EMPLOYMENT	3,083	435		500	500	500
6650 TOTAL PRINTING AND ADVERTISING	3,083	435		500	500	500
6700 TOTAL INSURANCE						
6705 INSURANCE	135	122	109	27	28	28
6700 TOTAL INSURANCE	135	122	109	27	28	28
6001 EXPENDITURES AND EXPENSES	52,931	75,922	85,572	52,239	54,078	54,078
08 HUMAN RESOURCES DEPARTMENT	52,931	75,922	85,572	52,239	54,078	54,078

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
10 ASSESSING DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	39,427	39,986	39,236	40,882	43,162	43,162
6015 OVERTIME-REGULAR EMPLOYEES	69	130	387			
6003 TOTAL SALARIES AND WAGES	39,496	40,116	39,624	40,882	43,162	43,162
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	2,634	2,666	2,599	3,127	3,302	3,302
6110 PERA - COORDINATED	2,875	2,909	2,873	2,964	3,237	3,237
6140 HEALTH INSURANCE	11,111	9,202	9,984	11,312	9,773	9,773
6150 LIFE INSURANCE	17	17	17	17	17	17
6155 RETIRE HLTH SAVINGS PLAN	621	621	625	538	556	556
6185 WORKERS COMP INSURANCE	257	266	217	217	271	271
6100 TOTAL EMPLOYEE BENEFITS	17,515	15,681	16,316	18,175	17,156	17,156
6200 TOTAL PROFESSIONAL SERVICES						
6210 ASSESSOR SERVICES - HENN CO	136,514	135,789	140,751	145,000	156,000	156,000
6320 LOGIS SERVICES		8,019	12,490	13,927	14,000	14,000
6200 TOTAL PROFESSIONAL SERVICES	136,514	143,808	153,241	158,927	170,000	170,000
6600 TOTAL COMMUNICATIONS						
6615 COMMUNICATION CONNECT CHARGES	2,615	2,442	2,395	2,400	2,500	2,500
6600 TOTAL COMMUNICATIONS	2,615	2,442	2,395	2,400	2,500	2,500
6700 TOTAL INSURANCE						
6705 INSURANCE	318	363	390	170	192	192
6700 TOTAL INSURANCE	318	363	390	170	192	192
6800 TOTAL MISCELLANEOUS						
6001 EXPENDITURES AND EXPENSES	196,458	202,410	211,965	220,554	233,010	233,010
10 ASSESSING DEPARTMENT	196,458	202,410	211,965	220,554	233,010	233,010

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
12 LEGAL DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6250 LEGAL SERVICES - GENERAL	92,702	92,554	201,291	93,000	95,000	95,000
6200 TOTAL PROFESSIONAL SERVICES	92,702	92,554	201,291	93,000	95,000	95,000
6001 EXPENDITURES AND EXPENSES	92,702	92,554	201,291	93,000	95,000	95,000
12 LEGAL DEPARTMENT	92,702	92,554	201,291	93,000	95,000	95,000

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
14 ELECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6015 OVERTIME-REGULAR EMPLOYEES		2,156		2,200		
6050 SALARIES/WAGES-TEMP EMPLOYEES		32,311		42,608		
6003 TOTAL SALARIES AND WAGES		34,467		44,808		
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE		146		168		
6110 PERA - COORDINATED		156		160		
6185 WORKERS COMP INSURANCE		151		246		
6100 TOTAL EMPLOYEE BENEFITS		454		574		
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	2,850	2,850		10,391	10,400	10,400
6440 TOTAL REPAIR & MAINT SERVICES	2,850	2,850		10,391	10,400	10,400
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS		200		625		
6480 TOTAL RENTALS		200		625		
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	217	3,020		3,000		
6500 TOTAL SUPPLIES	217	3,020		3,000		
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE			860	600	900	900
6620 DELIVERY CHARGES	358	34		500		
6600 TOTAL COMMUNICATIONS	358	34	860	1,100	900	900
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES		622				
6665 PRINTING - GENERAL		1,442		2,500		
6650 TOTAL PRINTING AND ADVERTISING		2,064		2,500		
6700 TOTAL INSURANCE						
6705 INSURANCE	196	34	214	2	112	112
6700 TOTAL INSURANCE	196	34	214	2	112	112
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		95	13	200		
6800 TOTAL MISCELLANEOUS		95	13	200		
6001 EXPENDITURES AND EXPENSES	3,620	43,217	1,087	63,200	11,412	11,412
14 ELECTION DEPARTMENT	3,620	43,217	1,087	63,200	11,412	11,412

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
16 FINANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	271,000	273,921	269,010	288,031	346,339	346,339
6015 OVERTIME-REGULAR EMPLOYEES	1,281	2,025	9,145	2,100	4,000	4,000
6003 TOTAL SALARIES AND WAGES	272,281	275,945	278,155	290,131	350,339	350,339
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	19,909	20,217	20,300	22,195	26,801	26,801
6110 PERA - COORDINATED	19,740	20,006	20,166	21,034	26,275	26,275
6140 HEALTH INSURANCE	32,039	26,921	28,273	41,065	55,257	55,257
6142 HEALTH SAVINGS ACCOUNTS	7,200	6,480	6,061			
6145 DENTAL INSURANCE	528	768	768	768	1,152	1,152
6150 LIFE INSURANCE	80	80	77	81	104	104
6155 RETIRE HLTH SAVINGS PLAN	2,924	2,937	2,982	3,087	3,428	3,428
6185 WORKERS COMP INSURANCE	1,767	1,786	1,511	1,538	2,200	2,200
6195 COMPENSATED ABSENCES			223			
6100 TOTAL EMPLOYEE BENEFITS	84,187	79,195	80,361	89,768	115,217	115,217
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	3,887	4,705	4,324	4,800	4,800	4,800
6215 AUDIT SERVICES	25,900	26,500	26,700	27,100	27,400	27,400
6200 TOTAL PROFESSIONAL SERVICES	29,787	31,205	31,024	31,900	32,200	32,200
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	693	651	616	720	720	720
6320 LOGIS SERVICES	45,502	45,751	48,443	50,313	65,800	65,800
6300 TOTAL CONTRACTUAL SERVICES	46,195	46,402	49,059	51,033	66,520	66,520
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS	806	806	806	800	884	884
6440 TOTAL REPAIR & MAINT SERVICES	806	806	806	800	884	884
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	800	805	270	930	900	900
6500 TOTAL SUPPLIES	800	805	270	930	900	900
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	210	572	592	600	720	720
6620 DELIVERY CHARGES	25	16	48	60	60	60
6600 TOTAL COMMUNICATIONS	235	588	640	660	780	780
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	2,916	2,758	2,827	3,000	3,000	3,000
6665 PRINTING - GENERAL	1,337	810	1,130	1,140	1,140	1,140
6650 TOTAL PRINTING AND ADVERTISING	4,254	3,568	3,956	4,140	4,140	4,140
6700 TOTAL INSURANCE						
6705 INSURANCE	3,438	3,871	3,208	1,665	1,689	1,689
6700 TOTAL INSURANCE	3,438	3,871	3,208	1,665	1,689	1,689
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	805	683	266	1,600	1,200	1,200
6820 DUES AND SUBSCRIPTIONS	345	345	480	420	480	480
6830 LICENSES, PERMITS AND TAXES			131	150	280	280

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6840 BOOKS AND PUBLICATIONS	50	220	114	60	100	100
6800 TOTAL MISCELLANEOUS	1,200	1,248	991	2,230	2,060	2,060
6001 EXPENDITURES AND EXPENSES	443,182	443,633	448,471	473,257	574,729	574,729
16 FINANCE DEPARTMENT	443,182	443,633	448,471	473,257	574,729	574,729

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
18 POLICE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	2,602,639	2,659,540	2,620,059	2,730,295	2,635,737	2,635,737
6015 OVERTIME-REGULAR EMPLOYEES	118,214	105,905	124,728	120,000	120,000	120,000
6050 SALARIES/WAGES-TEMP EMPLOYEES	3,889					
6003 TOTAL SALARIES AND WAGES	2,724,742	2,765,444	2,744,787	2,850,295	2,755,737	2,755,737
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	61,343	62,220	61,805	69,886	65,643	65,643
6110 PERA - COORDINATED	29,956	33,111	34,514	34,871	29,581	29,581
6115 PERA - POLICE	323,913	331,219	327,582	362,506	379,316	379,316
6140 HEALTH INSURANCE	345,599	307,097	341,998	433,376	476,926	476,926
6142 HEALTH SAVINGS ACCOUNTS	14,744	22,396	18,351			
6145 DENTAL INSURANCE	4,752	6,240	5,376	5,760	5,952	5,952
6150 LIFE INSURANCE	872	880	859	989	912	912
6155 RETIRE HLTH SAVINGS PLAN	56,939	59,776	56,190	53,047	47,497	47,497
6170 CLOTHING & CLOTHING ALLOW	19,957	22,741	24,068	25,000	25,000	25,000
6185 WORKERS COMP INSURANCE	74,125	76,322	69,749	73,120	85,568	85,568
6190 UNEMPLOYMENT INSURANCE	2,869	4,679				
6195 COMPENSATED ABSENCES	786	31,983	86,528			
6100 TOTAL EMPLOYEE BENEFITS	935,855	958,664	1,027,019	1,058,555	1,116,395	1,116,395
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	55,800	47,338	49,722	55,000	52,000	52,000
6225 BANK CHARGES & CR CARD FEES	124	139	114	120	120	120
6260 LEGAL SERVICES - PROSECUTION	101,057	113,137	126,944	110,000	120,000	120,000
6200 TOTAL PROFESSIONAL SERVICES	156,981	160,613	176,779	165,120	172,120	172,120
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,083					
6320 LOGIS SERVICES	70,785	72,563	83,553	84,988	92,200	92,200
6325 PRISONER SERVICES	48,313	64,582	45,742	57,000	57,000	57,000
6330 ANIMAL CONTROL -CITY/NEW HOPE	34,457	34,894	38,089	38,500	38,500	38,500
6335 ANIMAL CONTROL -PUPS & OTHER	21,921	20,587	15,688	23,900	21,000	21,000
6337 AUTOMATED PAWN SYS -CITY/MPLS	9,398	13,048	16,504	13,000	25,000	25,000
6300 TOTAL CONTRACTUAL SERVICES	186,958	205,674	199,577	217,388	233,700	233,700
6400 TOTAL UTILITIES						
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES			14,312			
6450 EQUIPMENT R & M SERVICES	2,420	2,498	2,404	4,800	3,000	3,000
6455 VEHICLE R & M SERVICES	28,578	21,194	18,831	26,200	22,000	22,000
6470 SERVICE CONTRACTS	1,993	7,735	8,535	8,000	8,000	8,000
6440 TOTAL REPAIR & MAINT SERVICES	32,990	31,427	44,083	39,000	33,000	33,000
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	5,602	5,351	5,846	5,700	6,000	6,000
6480 TOTAL RENTALS	5,602	5,351	5,846	5,700	6,000	6,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	24,332	28,609	24,434	24,000	25,000	25,000
6515 AMMUNITION & GUN RANGE USE	6,752	7,638	6,382	9,000	10,000	10,000
6525 BLDG REPAIR/MAINT SUPPLIES	691	539	2,399	800	800	800

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6535 EQUIP MAINT SUPPLIES	3,695	5,131	2,188	3,750	3,750	3,750
6540 VEHICLE SUPPLIES	14,058	13,167	11,113	15,000	15,000	15,000
6545 MOTOR FUELS	103,442	95,875	91,836	100,000	90,000	90,000
6555 SAFETY SUPPLIES	376	254	700	540	600	600
6500 TOTAL SUPPLIES	153,345	151,213	139,053	153,090	145,150	145,150
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE			36			
6610 PHONE SERVICES	11,285	13,508	13,873	15,000	24,000	24,000
6615 COMMUNICATION CONNECT CHARGES	36,207	36,072	36,207	39,000	30,000	30,000
6600 TOTAL COMMUNICATIONS	47,491	49,580	50,117	54,000	54,000	54,000
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	1,540	3,174	3,005	3,000	3,000	3,000
6650 TOTAL PRINTING AND ADVERTISING	1,540	3,174	3,005	3,000	3,000	3,000
6700 TOTAL INSURANCE						
6705 INSURANCE	26,339	29,292	28,530	40,725	51,118	51,118
6700 TOTAL INSURANCE	26,339	29,292	28,530	40,725	51,118	51,118
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	23,064	22,722	17,219	24,800	25,000	25,000
6820 DUES AND SUBSCRIPTIONS	1,515	1,887	1,430	2,000	2,000	2,000
6830 LICENSES, PERMITS AND TAXES	1,387	1,371	845	1,500	1,500	1,500
6840 BOOKS AND PUBLICATIONS	500	62	375	800	500	500
6850 AWARDS	121	499	1,885	800	1,200	1,200
6875 BAD DEBT	352	343	547			
6880 SWAT	7,210	5,928	9,968	7,000	8,000	8,000
6881 COMPLIANCE CHECKS	117	124	195	250	250	250
6882 CRIME PREV & COMM POLICING	4,359	4,119	2,687	5,000	4,000	4,000
6883 NEIGHBORHOOD OUTREACH	2,521	2,276	2,206	2,500	2,300	2,300
6800 TOTAL MISCELLANEOUS	41,146	39,331	37,358	44,650	44,750	44,750
6001 EXPENDITURES AND EXPENSES	4,312,990	4,399,763	4,456,154	4,631,523	4,614,970	4,614,970
18 POLICE DEPARTMENT	4,312,990	4,399,763	4,456,154	4,631,523	4,614,970	4,614,970

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20 FIRE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6240 FIRE PROTECTION SERVICES	991,617	964,578	954,718	968,214	972,159	972,159
6241 STATE PENSION AID> RELIEF ASSN			206,786	206,000	210,000	210,000
6200 TOTAL PROFESSIONAL SERVICES	991,617	964,578	1,161,504	1,174,214	1,182,159	1,182,159
6700 TOTAL INSURANCE						
6705 INSURANCE	245	257	322	454	649	649
6700 TOTAL INSURANCE	245	257	322	454	649	649
6001 EXPENDITURES AND EXPENSES	991,862	964,835	1,161,826	1,174,668	1,182,808	1,182,808
20 FIRE DEPARTMENT	991,862	964,835	1,161,826	1,174,668	1,182,808	1,182,808

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22 PLANNING & CODE ENFORCEMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	146,550	150,452	152,585	140,163	113,626	113,626
6015 OVERTIME-REGULAR EMPLOYEES	9	84	65	214	171	171
6003 TOTAL SALARIES AND WAGES	146,559	150,537	152,649	140,377	113,797	113,797
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	10,139	10,557	10,817	10,739	8,705	8,705
6110 PERA - COORDINATED	10,579	10,914	11,297	10,177	8,535	8,535
6140 HEALTH INSURANCE	21,074	17,921	19,444	24,224	18,896	18,896
6142 HEALTH SAVINGS ACCOUNTS	1,150	1,080	1,173			
6145 DENTAL INSURANCE	127	192	192	230	230	230
6150 LIFE INSURANCE	46	47	47	44	32	32
6155 RETIRE HLTH SAVINGS PLAN	1,047	1,071	1,084	1,644	1,291	1,291
6185 WORKERS COMP INSURANCE	693	715	832	771	743	743
6100 TOTAL EMPLOYEE BENEFITS	44,855	42,497	44,886	47,829	38,432	38,432
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		530		500	500	500
6200 TOTAL PROFESSIONAL SERVICES		530		500	500	500
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES			1,229			
6300 TOTAL CONTRACTUAL SERVICES			1,229			
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	139	63	32	150	150	150
6440 TOTAL REPAIR & MAINT SERVICES	139	63	32	150	150	150
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	47	158	163	260	250	250
6540 VEHICLE SUPPLIES	95	3	257	100	100	100
6545 MOTOR FUELS	1,475	1,639	1,726	1,700	1,700	1,700
6500 TOTAL SUPPLIES	1,617	1,800	2,146	2,060	2,050	2,050
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	450	346	240	250	250	250
6620 DELIVERY CHARGES		11	16			
6600 TOTAL COMMUNICATIONS	450	357	256	250	250	250
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	1,610	944	1,510	800	800	800
6665 PRINTING - GENERAL			285	500	500	500
6650 TOTAL PRINTING AND ADVERTISING	1,610	944	1,795	1,300	1,300	1,300
6700 TOTAL INSURANCE						
6705 INSURANCE	1,063	1,200	1,154	18,273	23,751	23,751
6700 TOTAL INSURANCE	1,063	1,200	1,154	18,273	23,751	23,751
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	311	9	25	300	300	300
6820 DUES AND SUBSCRIPTIONS	250	260		200		

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6830 LICENSES, PERMITS AND TAXES		16		40	40	40
6800 TOTAL MISCELLANEOUS	561	285	25	540	340	340
6001 EXPENDITURES AND EXPENSES	196,854	198,212	204,172	211,279	180,570	180,570
22 PLANNING & CODE ENFORCEMENT	196,854	198,212	204,172	211,279	180,570	180,570

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
24 BLDG INSPECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	142,341	139,497	136,397	135,669	144,202	144,202
6015 OVERTIME-REGULAR EMPLOYEES				50	50	50
6003 TOTAL SALARIES AND WAGES	142,341	139,497	136,397	135,719	144,252	144,252
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	9,878	9,882	9,700	10,382	11,035	11,035
6110 PERA - COORDINATED	10,320	10,043	9,955	9,840	10,819	10,819
6140 HEALTH INSURANCE	19,507	14,904	17,764	24,620	25,080	25,080
6145 DENTAL INSURANCE	101	90	170	154	384	384
6150 LIFE INSURANCE	61	52	53	51	51	51
6155 RETIRE HLTH SAVINGS PLAN	1,250	685	1,245	748	1,293	1,293
6185 WORKERS COMP INSURANCE	689	665	729	740	935	935
6100 TOTAL EMPLOYEE BENEFITS	41,805	36,320	39,616	46,535	49,597	49,597
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		5,164				
6225 BANK CHARGES & CR CARD FEES	4,620	4,425	6,376	5,000	5,000	5,000
6200 TOTAL PROFESSIONAL SERVICES	4,620	9,589	6,376	5,000	5,000	5,000
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	7,582	29,694	39,258	22,400	28,000	28,000
6320 LOGIS SERVICES	24,098	23,799	24,940	25,327	25,800	25,800
6300 TOTAL CONTRACTUAL SERVICES	31,680	53,493	64,198	47,727	53,800	53,800
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	494	125	278	250	250	250
6440 TOTAL REPAIR & MAINT SERVICES	494	125	278	250	250	250
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	173	48	312	230	250	250
6540 VEHICLE SUPPLIES	305	27	559	100	100	100
6545 MOTOR FUELS	1,372	1,574	1,421	1,600	1,400	1,400
6500 TOTAL SUPPLIES	1,849	1,649	2,292	1,930	1,750	1,750
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	488	623	1,280	540	1,200	1,200
6600 TOTAL COMMUNICATIONS	488	623	1,280	540	1,200	1,200
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL			135			
6650 TOTAL PRINTING AND ADVERTISING			135			
6700 TOTAL INSURANCE						
6705 INSURANCE	1,221	1,357	1,289	663	578	578
6700 TOTAL INSURANCE	1,221	1,357	1,289	663	578	578
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	777	1,705	1,017	1,000	1,000	1,000
6820 DUES AND SUBSCRIPTIONS	350	325	325	400	400	400
6830 LICENSES, PERMITS AND TAXES		32		50	50	50
6840 BOOKS AND PUBLICATIONS	49			50	50	50
6800 TOTAL MISCELLANEOUS	1,176	2,062	1,342	1,500	1,500	1,500

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6001 EXPENDITURES AND EXPENSES	225,676	244,714	253,202	239,864	257,927	257,927
24 BLDG INSPECTION DEPARTMENT	225,676	244,714	253,202	239,864	257,927	257,927

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
26 HOUSING INSPECTION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	130,624	110,351	102,593	157,841	205,311	205,311
6015 OVERTIME-REGULAR EMPLOYEES			611			
6003 TOTAL SALARIES AND WAGES	130,624	110,351	103,205	157,841	205,311	205,311
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	9,889	8,809	7,807	12,075	15,706	15,706
6110 PERA - COORDINATED	9,446	7,997	7,416	11,443	15,398	15,398
6140 HEALTH INSURANCE	11,325	6,261	14,534	17,695	32,826	32,826
6142 HEALTH SAVINGS ACCOUNTS		1,800				
6145 DENTAL INSURANCE	260	320	688	730	1,037	1,037
6150 LIFE INSURANCE	55	51	44	64	76	76
6155 RETIRE HLTH SAVINGS PLAN	1,173	1,035	965	1,280	1,780	1,780
6185 WORKERS COMP INSURANCE	690	599	638	863	1,336	1,336
6195 COMPENSATED ABSENCES		6,885	723			
6100 TOTAL EMPLOYEE BENEFITS	32,838	33,758	32,815	44,150	68,159	68,159
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	250	691	6,148	250	250	250
6225 BANK CHARGES & CR CARD FEES	446	335	454	500	500	500
6200 TOTAL PROFESSIONAL SERVICES	696	1,026	6,602	750	750	750
6300 TOTAL CONTRACTUAL SERVICES						
6320 LOGIS SERVICES	1,485	1,485	1,485	1,663	1,700	1,700
6300 TOTAL CONTRACTUAL SERVICES	1,485	1,485	1,485	1,663	1,700	1,700
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	127	1,765	776	200	200	200
6440 TOTAL REPAIR & MAINT SERVICES	127	1,765	776	200	200	200
6480 TOTAL RENTALS						
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES		84	259	180	200	200
6540 VEHICLE SUPPLIES	225	19	306	200	200	200
6545 MOTOR FUELS	1,053	759	572	900	600	600
6500 TOTAL SUPPLIES	1,278	862	1,137	1,280	1,000	1,000
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	277	302	616	300	500	500
6600 TOTAL COMMUNICATIONS	277	302	616	300	500	500
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	415	325	356	360	360	360
6650 TOTAL PRINTING AND ADVERTISING	415	325	356	360	360	360
6700 TOTAL INSURANCE						
6705 INSURANCE	921	1,039	986	404	588	588
6700 TOTAL INSURANCE	921	1,039	986	404	588	588
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		106	410	400	600	600
6830 LICENSES, PERMITS AND TAXES		16		20	20	20

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6800 TOTAL MISCELLANEOUS		122	410	420	620	620
6001 EXPENDITURES AND EXPENSES	168,662	151,036	148,387	207,368	279,188	279,188
26 HOUSING INSPECTION DEPARTMENT	168,662	151,036	148,387	207,368	279,188	279,188

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28 HEALTH DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	14,802	13,581	14,441	15,639	17,192	17,192
6003 TOTAL SALARIES AND WAGES	14,802	13,581	14,441	15,639	17,192	17,192
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	1,050	980	1,043	1,196	1,315	1,315
6110 PERA - COORDINATED	1,072	981	1,043	1,134	1,289	1,289
6140 HEALTH INSURANCE	4,013	1,402	1,840	2,085	1,917	1,917
6145 DENTAL INSURANCE	92	22	38	38	77	77
6150 LIFE INSURANCE	10	4	5	5	5	5
6155 RETIRE HLTH SAVINGS PLAN	134	48	60	148	158	158
6185 WORKERS COMP INSURANCE	78	68	80	85	111	111
6100 TOTAL EMPLOYEE BENEFITS	6,449	3,505	4,109	4,691	4,872	4,872
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,036	3,326	2,760			
6200 TOTAL PROFESSIONAL SERVICES	2,036	3,326	2,760			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	4,275			4,000	4,000	4,000
6300 TOTAL CONTRACTUAL SERVICES	4,275			4,000	4,000	4,000
6400 TOTAL UTILITIES						
6415 RUBBISH REMOVAL	5,547	5,757	3,394	3,300	3,300	3,300
6400 TOTAL UTILITIES	5,547	5,757	3,394	3,300	3,300	3,300
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	24	314	222	100	100	100
6500 TOTAL SUPPLIES	24	314	222	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	136	134	138	38	42	42
6700 TOTAL INSURANCE	136	134	138	38	42	42
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL		7				
6875 BAD DEBT	561	241				
6800 TOTAL MISCELLANEOUS	561	248				
6001 EXPENDITURES AND EXPENSES	33,829	26,890	25,064	27,818	29,556	29,556
28 HEALTH DEPARTMENT	33,829	26,890	25,064	27,818	29,556	29,556

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30 ENGINEERING DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	238,396	242,778	244,491	254,333	266,717	266,717
6050 SALARIES/WAGES-TEMP EMPLOYEES	8,944	13,293	6,370		9,600	9,600
6055 OVERTIME-TEMP EMPLOYEES	146	380	24			
6003 TOTAL SALARIES AND WAGES	247,486	256,451	250,885	254,333	276,317	276,317
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	18,745	19,342	18,909	19,457	21,138	21,138
6110 PERA - COORDINATED	17,284	17,602	17,726	18,439	20,004	20,004
6140 HEALTH INSURANCE	24,628	21,132	22,932	25,983	28,755	28,755
6145 DENTAL INSURANCE	792	1,152	1,152	1,152	1,152	1,152
6150 LIFE INSURANCE	68	68	68	69	69	69
6155 RETIRE HLTH SAVINGS PLAN	2,697	2,710	2,778	2,849	2,944	2,944
6185 WORKERS COMP INSURANCE	1,163	1,237	1,400	1,399	1,807	1,807
6100 TOTAL EMPLOYEE BENEFITS	65,377	63,243	64,965	69,348	75,869	75,869
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES				75	100	100
6455 VEHICLE R & M SERVICES	13	6	159	75	150	150
6470 SERVICE CONTRACTS	224	205	928	300	300	300
6440 TOTAL REPAIR & MAINT SERVICES	237	212	1,087	450	550	550
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	745	1,269	617	1,040	1,040	1,040
6540 VEHICLE SUPPLIES	8	5	21	100	100	100
6545 MOTOR FUELS	1,242	1,108	1,002	1,200	1,000	1,000
6500 TOTAL SUPPLIES	1,996	2,383	1,640	2,340	2,140	2,140
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	689	1,451	1,637	1,500	1,600	1,600
6600 TOTAL COMMUNICATIONS	689	1,451	1,637	1,500	1,600	1,600
6650 TOTAL PRINTING AND ADVERTISING						
6700 TOTAL INSURANCE						
6705 INSURANCE	1,544	1,998	1,913	849	1,027	1,027
6700 TOTAL INSURANCE	1,544	1,998	1,913	849	1,027	1,027
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,196	1,804	2,407	1,400	3,800	3,800
6820 DUES AND SUBSCRIPTIONS	985	600	1,152	800	1,000	1,000
6830 LICENSES, PERMITS AND TAXES	46	168		200	200	200
6800 TOTAL MISCELLANEOUS	2,227	2,571	3,559	2,400	5,000	5,000
6001 EXPENDITURES AND EXPENSES	319,555	328,309	325,686	331,220	362,503	362,503
30 ENGINEERING DEPARTMENT	319,555	328,309	325,686	331,220	362,503	362,503

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
32 STREET MAINTENANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	417,381	433,822	442,385	453,488	467,214	467,214
6015 OVERTIME-REGULAR EMPLOYEES	5,064	4,058	6,930	7,500	7,500	7,500
6050 SALARIES/WAGES-TEMP EMPLOYEES	12,304	14,774	8,694	18,002	18,002	18,002
6055 OVERTIME-TEMP EMPLOYEES	116	124				
6060 DEMO REIMB FROM EDA/TIF FUNDS	27,468-	30,971-	7,279-			
6003 TOTAL SALARIES AND WAGES	407,396	421,807	450,730	478,990	492,716	492,716
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	32,166	33,071	33,312	36,643	37,693	37,693
6110 PERA - COORDINATED	30,619	31,747	32,576	33,422	35,604	35,604
6140 HEALTH INSURANCE	65,845	57,114	63,864	77,894	86,104	86,104
6142 HEALTH SAVINGS ACCOUNTS	2,400	4,320	4,692			
6145 DENTAL INSURANCE	1,122	1,536	1,536	1,536	1,536	1,536
6150 LIFE INSURANCE	178	179	182	184	184	184
6155 RETIRE HLTH SAVINGS PLAN	4,874	5,293	5,737	5,038	5,923	5,923
6170 CLOTHING & CLOTHING ALLOW	2,390	2,448	2,403	2,625	2,450	2,450
6185 WORKERS COMP INSURANCE	19,409	20,431	21,721	22,493	27,511	27,511
6190 UNEMPLOYMENT INSURANCE			1,110			
6195 COMPENSATED ABSENCES	15,948					
6100 TOTAL EMPLOYEE BENEFITS	174,953	156,138	167,134	179,835	197,005	197,005
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	545	378	475			
6300 TOTAL CONTRACTUAL SERVICES	545	378	475			
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	17,375	16,132	17,463	15,800	18,400	18,400
6410 GAS SERVICE	9,205	6,571	9,963	9,000	10,400	10,400
6415 RUBBISH REMOVAL	1,096	1,528	2,849	1,200	1,800	1,800
6420 CITY UTILITY CHARGES	1,158	888	840	1,000	1,080	1,080
6400 TOTAL UTILITIES	28,834	25,119	31,116	27,000	31,680	31,680
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	619	4,738	318	3,500	2,500	2,500
6450 EQUIPMENT R & M SERVICES	3,318	1,593	15,834	3,000	3,000	3,000
6455 VEHICLE R & M SERVICES	3,148	7,704	1,435	5,000	5,000	5,000
6470 SERVICE CONTRACTS	696	540	2,399	1,000	1,500	1,500
6471 PAINTING - SIGNALS & STRIPING	20,058	13,379	2,307	12,000	8,000	8,000
6440 TOTAL REPAIR & MAINT SERVICES	27,839	27,955	22,292	24,500	20,000	20,000
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP		824	2,330	1,500	1,500	1,500
6480 TOTAL RENTALS		824	2,330	1,500	1,500	1,500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	8,165	4,074	4,574	5,400	5,000	5,000
6525 BLDG REPAIR/MAINT SUPPLIES	6,951	954	1,934	1,200	1,200	1,200
6535 EQUIP MAINT SUPPLIES	6,767	6,622	9,954	6,800	6,800	6,800
6540 VEHICLE SUPPLIES	11,636	7,872	19,174	12,300	12,300	12,300
6545 MOTOR FUELS	35,210	34,866	40,433	36,000	36,200	36,200
6550 STREET MAINTENANCE MATERIALS	46,833	41,217	48,252	40,000	45,000	45,000
6555 SAFETY SUPPLIES	1,084	1,045	1,113	1,100	1,100	1,100

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6560 STREET SIGNS & POSTS	2,601	3,968	5,220	3,600	3,600	3,600
6500 TOTAL SUPPLIES	119,248	100,619	130,655	106,400	111,200	111,200
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	529	879	872	930	930	930
6600 TOTAL COMMUNICATIONS	529	879	872	930	930	930
6700 TOTAL INSURANCE						
6705 INSURANCE	18,966	18,217	17,907	13,932	12,326	12,326
6700 TOTAL INSURANCE	18,966	18,217	17,907	13,932	12,326	12,326
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,159	738	1,261	1,600	2,900	2,900
6820 DUES AND SUBSCRIPTIONS	526	778	603	800	800	800
6830 LICENSES, PERMITS AND TAXES	494	965	599	1,000	1,000	1,000
6800 TOTAL MISCELLANEOUS	2,179	2,481	2,463	3,400	4,700	4,700
6001 EXPENDITURES AND EXPENSES	780,488	754,417	825,973	836,487	872,057	872,057
32 STREET MAINTENANCE DEPARTMENT	780,488	754,417	825,973	836,487	872,057	872,057

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
34 PARK MAINTENANCE DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	300,449	301,155	309,654	321,787	331,977	331,977
6015 OVERTIME-REGULAR EMPLOYEES	1,855	3,196	2,344	3,900	2,500	2,500
6050 SALARIES/WAGES-TEMP EMPLOYEES	25,635	18,465	17,748	21,600	21,600	21,600
6055 OVERTIME-TEMP EMPLOYEES	209	51	105	200	200	200
6060 DEMO REIMB FROM EDA/TIF FUNDS	729	402				
6003 TOTAL SALARIES AND WAGES	327,419	322,466	329,852	347,487	356,277	356,277
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	24,378	23,401	24,300	26,583	27,255	27,255
6110 PERA - COORDINATED	21,917	22,066	22,615	23,612	25,086	25,086
6140 HEALTH INSURANCE	35,276	39,160	51,176	66,993	79,506	79,506
6142 HEALTH SAVINGS ACCOUNTS	600	2,160	2,737			
6145 DENTAL INSURANCE	330	768	672	384	768	768
6150 LIFE INSURANCE	124	129	131	138	115	115
6155 RETIRE HLTH SAVINGS PLAN	3,017	3,079	2,757	2,846	2,200	2,200
6170 CLOTHING & CLOTHING ALLOW	1,700	1,689	2,087	1,875	1,750	1,750
6185 WORKERS COMP INSURANCE	7,633	7,524	8,028	8,250	10,254	10,254
6190 UNEMPLOYMENT INSURANCE	87	1,735	460			
6195 COMPENSATED ABSENCES			11,286			
6100 TOTAL EMPLOYEE BENEFITS	95,061	101,711	126,249	130,681	146,934	146,934
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	8,996	16,571	13,822	19,000	19,000	19,000
6315 TREE TRIM / REMOVAL SERVICES	24,282	17,311	8,151	16,000	16,000	16,000
6300 TOTAL CONTRACTUAL SERVICES	33,277	33,882	21,973	35,000	35,000	35,000
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	20,701	17,241	19,318	17,600	20,300	20,300
6410 GAS SERVICE	10,075	6,181	8,675	9,800	9,000	9,000
6415 RUBBISH REMOVAL	1,245	1,353	1,244	1,400	1,400	1,400
6420 CITY UTILITY CHARGES	44,798	46,064	43,430	45,000	47,500	47,500
6400 TOTAL UTILITIES	76,818	70,840	72,666	73,800	78,200	78,200
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	1,260	6,022	4,710	6,000	6,000	6,000
6450 EQUIPMENT R & M SERVICES	7,803	4,562	3,623	6,000	6,000	6,000
6455 VEHICLE R & M SERVICES	1,758	492	24	1,500	1,500	1,500
6470 SERVICE CONTRACTS	736	652	685	800	1,300	1,300
6440 TOTAL REPAIR & MAINT SERVICES	11,557	11,728	9,041	14,300	14,800	14,800
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	218	225	332	500	500	500
6480 TOTAL RENTALS	218	225	332	500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	15,370	12,484	10,685	13,000	13,000	13,000
6525 BLDG REPAIR/MAINT SUPPLIES	127	1,115	352	1,150	1,200	1,200
6530 LANDSCAPE MAT'LS & SUPPLIES	6,489	9,993	8,352	11,400	11,400	11,400
6535 EQUIP MAINT SUPPLIES	3,444	2,521	4,567	2,500	2,500	2,500
6540 VEHICLE SUPPLIES	1,427	2,772	1,642	4,800	4,000	4,000
6545 MOTOR FUELS	26,501	26,290	26,654	27,000	26,200	26,200
6555 SAFETY SUPPLIES	457	878	584	800	800	800

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6565 PLAYGROUND MAINT SUPPLIES	11,415	9,537	9,855	13,000	14,000	14,000
6570 BALLFIELD MAINT SUPPLIES	3,657	3,511	4,321	4,800	4,800	4,800
6571 TRAIL MAINTENANCE MATERIALS	371	5,252		5,700	5,700	5,700
6500 TOTAL SUPPLIES	69,259	74,352	67,012	84,150	83,600	83,600
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	252	659	697	720	720	720
6600 TOTAL COMMUNICATIONS	252	659	697	720	720	720
6700 TOTAL INSURANCE						
6705 INSURANCE	36,542	37,512	37,515	33,799	30,213	30,213
6700 TOTAL INSURANCE	36,542	37,512	37,515	33,799	30,213	30,213
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	873	264	344	900	2,600	2,600
6820 DUES AND SUBSCRIPTIONS	111	93	98	150	150	150
6830 LICENSES, PERMITS AND TAXES		243	40	250	250	250
6840 BOOKS AND PUBLICATIONS	65	104	61	100	100	100
6800 TOTAL MISCELLANEOUS	1,049	704	543	1,400	3,100	3,100
6001 EXPENDITURES AND EXPENSES	651,454	654,080	665,880	721,837	749,344	749,344
34 PARK MAINTENANCE DEPARTMENT	651,454	654,080	665,880	721,837	749,344	749,344

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
36 FORESTRY DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	58,668	58,213	57,506	59,975	31,198	31,198
6015 OVERTIME-REGULAR EMPLOYEES	34	818	220	800	600	600
6050 SALARIES/WAGES-TEMP EMPLOYEES	11,830	15,165	6,045	15,001	15,001	15,001
6055 OVERTIME-TEMP EMPLOYEES		23				
6003 TOTAL SALARIES AND WAGES	70,532	74,218	63,771	75,776	46,799	46,799
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	5,433	5,716	4,915	5,797	3,580	3,580
6110 PERA - COORDINATED	4,256	4,280	4,185	4,406	2,385	2,385
6140 HEALTH INSURANCE	600	600	600	900	900	900
6150 LIFE INSURANCE	23	23	23	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	732	736	741	760	778	778
6185 WORKERS COMP INSURANCE	2,067	2,190	1,923	2,251	1,659	1,659
6100 TOTAL EMPLOYEE BENEFITS	13,111	13,546	12,386	14,137	9,325	9,325
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	11,046	7,515	9,616	11,500	12,500	12,500
6315 TREE TRIM / REMOVAL SERVICES	50,668	46,694	38,505	46,600	46,600	46,600
6300 TOTAL CONTRACTUAL SERVICES	61,713	54,209	48,120	58,100	59,100	59,100
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES	144	2,122		500	500	500
6440 TOTAL REPAIR & MAINT SERVICES	144	2,122		500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	897	783	572	900	900	900
6530 LANDSCAPE MAT'LS & SUPPLIES		485	457	570	700	700
6535 EQUIP MAINT SUPPLIES	60	73	90	200	300	300
6540 VEHICLE SUPPLIES	453	217	46	240	250	250
6545 MOTOR FUELS	1,045	1,248	513	1,200	540	540
6500 TOTAL SUPPLIES	2,455	2,807	1,678	3,110	2,690	2,690
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES		330	743	500	500	500
6600 TOTAL COMMUNICATIONS		330	743	500	500	500
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS					150	150
6660 PRINTING - NOTICES/ORDINANCES		54	42	150	100	100
6665 PRINTING - GENERAL		240		100		
6650 TOTAL PRINTING AND ADVERTISING		294	42	250	250	250
6700 TOTAL INSURANCE						
6705 INSURANCE	638	701	695	322	338	338
6700 TOTAL INSURANCE	638	701	695	322	338	338
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	611	769	795	750	2,150	2,150
6820 DUES AND SUBSCRIPTIONS	240	340	490	300	400	400
6830 LICENSES, PERMITS AND TAXES	10	56	214	125	150	150
6840 BOOKS AND PUBLICATIONS				100	100	100
6875 BAD DEBT	29	99		120	120	120

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6800 TOTAL MISCELLANEOUS	890	1,264	1,499	1,395	2,920	2,920
6001 EXPENDITURES AND EXPENSES	149,482	149,491	128,935	154,090	122,422	122,422
36 FORESTRY DEPARTMENT	149,482	149,491	128,935	154,090	122,422	122,422

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
38 CITY BUILDINGS						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	15,863	18,388	18,501	18,871	19,342	19,342
6003 TOTAL SALARIES AND WAGES	15,863	18,388	18,501	18,871	19,342	19,342
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	1,063	1,265	1,264	1,444	1,480	1,480
6110 PERA - COORDINATED	1,150	1,333	1,341	1,368	1,451	1,451
6140 HEALTH INSURANCE	8,209	7,044	7,644	8,661	9,585	9,585
6150 LIFE INSURANCE	11	11	11	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	150	150	150	150	150	150
6170 CLOTHING & CLOTHING ALLOW	350	349	332	188	175	175
6185 WORKERS COMP INSURANCE	586	688	746	738	906	906
6100 TOTAL EMPLOYEE BENEFITS	11,519	10,840	11,488	12,572	13,770	13,770
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	39,908	38,106	41,806	38,000	42,000	42,000
6410 GAS SERVICE	13,246	7,443	9,414	12,000	9,800	9,800
6415 RUBBISH REMOVAL	1,184	1,184	1,184	1,140	1,200	1,200
6420 CITY UTILITY CHARGES	11,035	7,916	7,117	8,400	8,400	8,400
6400 TOTAL UTILITIES	65,372	54,648	59,521	59,540	61,400	61,400
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	4,629	23,320	9,421	5,000	8,000	8,000
6450 EQUIPMENT R & M SERVICES	13,743	8,969	4,864	12,000	11,000	11,000
6470 SERVICE CONTRACTS	13,175	19,255	16,231	20,500	20,500	20,500
6440 TOTAL REPAIR & MAINT SERVICES	31,547	51,545	30,517	37,500	39,500	39,500
6480 TOTAL RENTALS						
6490 RENTALS - OFFICE EQUIPMENT	5,315	176				
6480 TOTAL RENTALS	5,315	176				
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	2,429	4,027	4,926	4,700	4,700	4,700
6510 PAPER PRODUCTS	3,579	3,169				
6525 BLDG REPAIR/MAINT SUPPLIES	1,331	1,461	4,096	1,740	1,750	1,750
6535 EQUIP MAINT SUPPLIES	1,022	30	198	300	300	300
6555 SAFETY SUPPLIES	946	1,767	2,124	1,500	1,800	1,800
6500 TOTAL SUPPLIES	9,306	10,454	11,344	8,240	8,550	8,550
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	13,372	13,207	11,013	15,000	13,000	13,000
6615 COMMUNICATION CONNECT CHARGES			146		200	200
6600 TOTAL COMMUNICATIONS	13,372	13,207	11,159	15,000	13,200	13,200
6700 TOTAL INSURANCE						
6705 INSURANCE	7,668	7,474	6,866	5,673	4,972	4,972
6700 TOTAL INSURANCE	7,668	7,474	6,866	5,673	4,972	4,972
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	143	9		150	150	150
6830 LICENSES, PERMITS AND TAXES	130	130	130	170	170	170
6800 TOTAL MISCELLANEOUS	273	139	130	320	320	320

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6001 EXPENDITURES AND EXPENSES	160,234	166,872	149,526	157,716	161,054	161,054
38 CITY BUILDINGS	160,234	166,872	149,526	157,716	161,054	161,054

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
40 RECREATION DEPARTMENT						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	289,969	296,249	314,442	338,140	346,817	346,817
6050 SALARIES/WAGES-TEMP EMPLOYEES	40,410	41,387	46,148	43,725	42,100	42,100
6003 TOTAL SALARIES AND WAGES	330,379	337,636	360,591	381,865	388,917	388,917
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	23,647	24,510	26,286	29,215	29,754	29,754
6110 PERA - COORDINATED	21,273	21,821	23,260	24,901	26,506	26,506
6140 HEALTH INSURANCE	54,808	44,492	47,310	64,808	72,174	72,174
6142 HEALTH SAVINGS ACCOUNTS			2,346			
6145 DENTAL INSURANCE		384	384	384	384	384
6150 LIFE INSURANCE	91	91	93	127	127	127
6155 RETIRE HLTH SAVINGS PLAN	2,461	2,482	2,874	2,837	3,356	3,356
6185 WORKERS COMP INSURANCE	3,737	3,897	5,074	5,120	6,177	6,177
6190 UNEMPLOYMENT INSURANCE	640	1,714	246			
6100 TOTAL EMPLOYEE BENEFITS	106,656	99,391	107,873	127,392	138,478	138,478
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		325				
6225 BANK CHARGES & CR CARD FEES	4,935	4,988	5,432	5,600	5,800	5,800
6200 TOTAL PROFESSIONAL SERVICES	4,935	5,313	5,432	5,600	5,800	5,800
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	75,171	86,551	81,380	56,850	68,750	68,750
6306 CONTRACT SERV- JOINT REC PROG				22,500	21,650	21,650
6320 LOGIS SERVICES	22,986	23,078	23,769	24,141	26,100	26,100
6300 TOTAL CONTRACTUAL SERVICES	98,157	109,628	105,149	103,491	116,500	116,500
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES		1,573				
6470 SERVICE CONTRACTS	1,985	909	952	1,100	1,100	1,100
6440 TOTAL REPAIR & MAINT SERVICES	1,985	2,482	952	1,100	1,100	1,100
6480 TOTAL RENTALS						
6485 RENTALS - MISCELLANEOUS	722	699	1,543	1,500	1,500	1,500
6490 RENTALS - OFFICE EQUIPMENT	6,283	5,408	5,496	5,600	5,600	5,600
6495 RENTALS - MACHINERY & EQUIP	4,075	3,551	3,448	4,000	4,000	4,000
6480 TOTAL RENTALS	11,081	9,657	10,487	11,100	11,100	11,100
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	20,533	18,480	20,395	20,725	20,175	20,175
6520 COMMODITIES PURCH FOR RESALE	9,568	8,821	9,953	9,500	10,300	10,300
6500 TOTAL SUPPLIES	30,101	27,301	30,348	30,225	30,475	30,475
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	6,660	968	2,038	2,000	2,100	2,100
6610 PHONE SERVICES	1,525	1,980	1,973	2,100	2,100	2,100
6615 COMMUNICATION CONNECT CHARGES			42			
6600 TOTAL COMMUNICATIONS	8,185	2,948	4,052	4,100	4,200	4,200
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	17,634	244	328	300	400	400
6690 ADVERTISING - GENERAL		32		250	250	250

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Budget Report

Level Of Rollup: 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6695 ADVERTISING - EMPLOYMENT		287	369	200	200	200
6650 TOTAL PRINTING AND ADVERTISING	17,634	563	697	750	850	850
6700 TOTAL INSURANCE						
6705 INSURANCE	2,726	3,168	2,950	908	1,025	1,025
6700 TOTAL INSURANCE	2,726	3,168	2,950	908	1,025	1,025
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,650	838	1,142	1,200	2,000	2,000
6820 DUES AND SUBSCRIPTIONS	2,881	2,012	2,180	3,100	4,050	4,050
6850 AWARDS	2,551	1,764	2,050	3,135	3,185	3,185
6800 TOTAL MISCELLANEOUS	7,082	4,614	5,372	7,435	9,235	9,235
6001 EXPENDITURES AND EXPENSES	618,923	602,702	633,904	673,966	707,680	707,680
40 RECREATION DEPARTMENT	618,923	602,702	633,904	673,966	707,680	707,680

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Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
42 COMMUNITY CENTER						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	145,158	148,756	151,841	153,966	163,753	163,753
6015 OVERTIME-REGULAR EMPLOYEES		171	80	200	200	200
6050 SALARIES/WAGES-TEMP EMPLOYEES	18,602	24,322	28,246	22,100	22,100	22,100
6003 TOTAL SALARIES AND WAGES	163,760	173,249	180,167	176,266	186,053	186,053
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	12,168	12,884	13,393	13,485	14,233	14,233
6110 PERA - COORDINATED	13,537	12,240	12,581	12,613	13,781	13,781
6140 HEALTH INSURANCE	9,409	9,068	15,888	18,222	20,070	20,070
6150 LIFE INSURANCE	57	57	57	58	69	69
6155 RETIRE HLTH SAVINGS PLAN	1,736	1,799	1,812	2,020	2,065	2,065
6170 CLOTHING & CLOTHING ALLOW	688	746	743	420	641	641
6185 WORKERS COMP INSURANCE	1,896	2,838	3,480	2,398	5,356	5,356
6100 TOTAL EMPLOYEE BENEFITS	39,491	39,632	47,954	49,216	56,215	56,215
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	7,297	6,947	1,015	7,200		
6300 TOTAL CONTRACTUAL SERVICES	7,297	6,947	1,015	7,200		
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	44,556	43,870	45,188	46,000	47,500	47,500
6410 GAS SERVICE	19,543	12,682	15,719	20,600	16,500	16,500
6415 RUBBISH REMOVAL	1,289	1,242	1,227	1,500	1,500	1,500
6420 CITY UTILITY CHARGES	15,296	18,280	11,608	18,000	18,000	18,000
6400 TOTAL UTILITIES	80,685	76,074	73,743	86,100	83,500	83,500
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	9,026	12,126	12,856	8,000	12,000	12,000
6450 EQUIPMENT R & M SERVICES	2,275	6,535	6,897	3,000	5,000	5,000
6470 SERVICE CONTRACTS	9,687	8,129	10,287	10,170	10,300	10,300
6440 TOTAL REPAIR & MAINT SERVICES	20,988	26,790	30,040	21,170	27,300	27,300
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	10,161	9,636	11,424	9,800	10,000	10,000
6510 PAPER PRODUCTS	1,725	2,671	5,273	5,700	5,700	5,700
6525 BLDG REPAIR/MAINT SUPPLIES	236	396	929	500	800	800
6535 EQUIP MAINT SUPPLIES		31	956	500	800	800
6500 TOTAL SUPPLIES	12,122	12,734	18,581	16,500	17,300	17,300
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	1,829	2,192	2,239	2,300	2,300	2,300
6600 TOTAL COMMUNICATIONS	1,829	2,192	2,239	2,300	2,300	2,300
6700 TOTAL INSURANCE						
6705 INSURANCE	8,549	8,661	8,879	8,037	7,162	7,162
6700 TOTAL INSURANCE	8,549	8,661	8,879	8,037	7,162	7,162
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	368	40	207	300	300	300
6875 BAD DEBT	2,196					
6800 TOTAL MISCELLANEOUS	2,564	40	207	300	300	300

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Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6001 EXPENDITURES AND EXPENSES	337,284	346,319	362,824	367,089	380,130	380,130
42 COMMUNITY CENTER	337,284	346,319	362,824	367,089	380,130	380,130

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Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
44 WATERSLIDE / SWIMMING POOL						
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6050 SALARIES/WAGES-TEMP EMPLOYEES	94,240	113,855	117,661	135,200	132,000	132,000
6003 TOTAL SALARIES AND WAGES	94,240	113,855	117,661	135,200	132,000	132,000
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	7,209	8,710	9,001	10,343	10,099	10,099
6110 PERA - COORDINATED	24	20	91	84	85	85
6185 WORKERS COMP INSURANCE	2,761	3,370	3,567	4,015	4,681	4,681
6100 TOTAL EMPLOYEE BENEFITS	9,995	12,100	12,659	14,442	14,865	14,865
6200 TOTAL PROFESSIONAL SERVICES						
6225 BANK CHARGES & CR CARD FEES			714	350	800	800
6200 TOTAL PROFESSIONAL SERVICES			714	350	800	800
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	944	2,137	720	1,500	1,500	1,500
6300 TOTAL CONTRACTUAL SERVICES	944	2,137	720	1,500	1,500	1,500
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	12,642	13,789	15,054	14,500	15,800	15,800
6410 GAS SERVICE	11,587	8,042	12,359	12,000	13,000	13,000
6415 RUBBISH REMOVAL	309	296	292	350	350	350
6420 CITY UTILITY CHARGES	10,169	11,653	12,148	12,600	13,200	13,200
6400 TOTAL UTILITIES	34,707	33,780	39,853	39,450	42,350	42,350
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	1,505	532	1,235	600	600	600
6450 EQUIPMENT R & M SERVICES	1,722	620	1,341	1,000	1,000	1,000
6470 SERVICE CONTRACTS		191		200	200	200
6440 TOTAL REPAIR & MAINT SERVICES	3,227	1,343	2,576	1,800	1,800	1,800
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	21,367	23,067	25,274	24,500	25,000	25,000
6520 COMMODITIES PURCH FOR RESALE	123	8,250	7,471	9,000	8,400	8,400
6525 BLDG REPAIR/MAINT SUPPLIES	164	256	251	600	600	600
6535 EQUIP MAINT SUPPLIES	307		3,471	400	400	400
6500 TOTAL SUPPLIES	21,961	31,573	36,466	34,500	34,400	34,400
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	71		179	240	240	240
6600 TOTAL COMMUNICATIONS	71		179	240	240	240
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL	465	335	342	500	500	500
6690 ADVERTISING - GENERAL	1,831	920	2,204	1,600	1,800	1,800
6650 TOTAL PRINTING AND ADVERTISING	2,296	1,255	2,546	2,100	2,300	2,300
6700 TOTAL INSURANCE						
6705 INSURANCE	15,827	16,079	16,482	14,562	13,879	13,879
6700 TOTAL INSURANCE	15,827	16,079	16,482	14,562	13,879	13,879
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	702	293	157	600	600	600

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6830 LICENSES, PERMITS AND TAXES	642	806	820	850	850	850
6840 BOOKS AND PUBLICATIONS	313	447	445	600	600	600
6800 TOTAL MISCELLANEOUS	1,657	1,546	1,421	2,050	2,050	2,050
6001 EXPENDITURES AND EXPENSES	184,925	213,668	231,277	246,194	246,184	246,184
44 WATERSLIDE / SWIMMING POOL	184,925	213,668	231,277	246,194	246,184	246,184

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 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	102,300	114,400	125,700	128,200	132,046	132,046
7430 TRANSFER OUT- PIR FUND	493,250	659,000	645,520	401,600	313,648	313,648
7432 TRANSFER OUT- FIRE EQ REV FUND	725,000					
7435 TRANSFER OUT- STR MAINT FUND	167,250	69,300	71,400	72,800	74,300	74,300
7400 TOTAL TRANSFERS OUT	1,487,800	1,442,700	842,620	602,600	519,994	519,994
6001 EXPENDITURES AND EXPENSES	1,487,800	1,442,700	842,620	602,600	519,994	519,994
48 OPERATING TRANSFERS	1,487,800	1,442,700	842,620	602,600	519,994	519,994
00100 GENERAL	12,351,943	12,500,450	12,386,570	12,565,592	12,752,102	12,752,102

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 2015

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 2015 budget, it is estimated that \$101,461 be paid as principal and interest on the Tax Increment revenue notes 1995A, 1995B, and 1996A.

In 2015, the available increment in this fund will be used to fund the Home Improvement Rebate Program and associated administrative costs since it will expire in 2016. 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. TIF District #2151 provided financing for TIF District #2154 (Suburban Motel) in the form of an internal loan. The loan balance was \$107,000 as of December 31, 2013. It is expected that TIF District #2154 will be able to repay the loan by the end of 2016.

FINANCIAL ANALYSIS

Tax Increment District #2151 Fund	2014 Budget	2015 Budget
Cash & Investments - Beginning Balance	\$ 193,945	\$ 238,786
<i><u>Revenues</u></i>		
Property Tax - Tax Increment	110,000	108,000
Investment Income	1,100	1,200
Principal repayment from TIF Dist. #2154	45,000	48,000
Interest payment from TIF District #2154	4,360	2,000
<i><u>Expenditures</u></i>		
District Administrative Costs	(2,068)	(1,880)
Home Improvement Rebate Program		(199,800)
<i><u>Debt Service</u></i>		
Principal Payment on Pay-as-you-go Note	(61,316)	(54,964)
Interest Payment on Pay-as-you-go Note	(50,235)	(46,497)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,000)	(1,000)
Cash & Investments - Ending Balance	\$ 238,786	\$ 93,845

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00206 TIF #2151 - ANTHONY SHOP CTR						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	104,277-	107,867-	109,824-	110,000-	108,000-	108,000-
4015 PROP TAX - DELINQUENT		282-				
4005 TOTAL PROPERTY TAXES	104,277-	108,149-	109,824-	110,000-	108,000-	108,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	385-					
4345 TOTAL STATE INTERGOVERNMENTAL	385-					
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	1,390-	1,452-	1,415-	1,100-	1,200-	1,200-
4810 INTEREST - INTERNAL FUNDS	6,233-	5,833-	5,110-	4,360-	2,000-	2,000-
4880 CHANGE IN F.V. OF INVESTMENTS	362-	314	1,156			
4800 TOTAL INVESTMENT EARNINGS	7,985-	6,971-	5,368-	5,460-	3,200-	3,200-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER		850-				
4900 TOTAL MISCELLANEOUS		850-				
5100 TOTAL TRANSFERS IN						
4001 REVENUES	112,647-	115,970-	115,192-	115,460-	111,200-	111,200-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	928	1,915	1,663	2,000	1,800	1,800
6250 LEGAL SERVICES - GENERAL	109	850				
6346 HOME IMP REBATE PROG					180,000	180,000
6347 HOME IMP REBATE PROG - ADMIN					19,800	19,800
6200 TOTAL PROFESSIONAL SERVICES	1,036	2,765	1,663	2,000	201,600	201,600
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	34	31	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	24	34	31	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	30	35	61	28	40	40
6700 TOTAL INSURANCE	30	35	61	28	40	40
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	35,251	39,965	45,983	61,316	54,964	54,964
7120 INTEREST EXPENSE	61,503	58,453	54,903	50,235	46,497	46,497
7100 TOTAL DEBT SERVICE	96,754	98,418	100,886	111,551	101,461	101,461
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	1,500	1,480	784	2,000	1,000	1,000
7400 TOTAL TRANSFERS OUT	1,500	1,480	784	2,000	1,000	1,000
6001 EXPENDITURES AND EXPENSES	99,345	102,731	103,425	115,619	304,141	304,141
4000 REVENUES AND EXPENDITURES	13,302-	13,239-	11,767-	159	192,941	192,941

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 was in December 2013, and the district expired and went out of existence on December 31, 2013. It still is possible to expend any remaining District money in future years for existing obligations.

MAJOR OBJECTIVES FOR 2015

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 has been 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 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, and those funds were redirected 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 2015 so that the district may be closed.

FINANCIAL ANALYSIS

Tax Increment District #2153 Fund	2014 Budget	2015 Budget
Cash & Investments – Beginning Balance	\$ 181,062	\$ 10,000
<i>Revenues</i>		
Property Tax - Tax Increment		
Investment Income	100	
<i>Expenditures</i>		
District Administrative Costs	(1,268)	
Home Improvement Rebate Program	(167,894)	(10,000)
<i>Transfers</i>		
Transfer Out – EDA Fund	(2,000)	
Cash & Investments – Ending Balance	\$ 10,000	\$ 0

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00208 TIF #2153 - PHASE 2 HOUSING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	14,460-	11,924-	9,664-			
4005 TOTAL PROPERTY TAXES	14,460-	11,924-	9,664-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	1,230-					
4345 TOTAL STATE INTERGOVERNMENTAL	1,230-					
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	3,836-	3,317-	3,274-	100-		
4880 CHANGE IN F.V. OF INVESTMENTS	1,000-	718	2,676			
4800 TOTAL INVESTMENT EARNINGS	4,835-	2,599-	598-	100-		
5100 TOTAL TRANSFERS IN						
4001 REVENUES	20,525-	14,523-	10,262-	100-		
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	869	1,646	1,477	1,200		
6200 TOTAL PROFESSIONAL SERVICES	869	1,646	1,477	1,200		
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES		4,308	36,947	27,000		
6346 HOME IMP REBATE PROG			39,690	60,680	8,750	8,750
6347 HOME IMP REBATE PROG - ADMIN			6,414	7,585	1,250	1,250
6300 TOTAL CONTRACTUAL SERVICES		4,308	83,052	95,265	10,000	10,000
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	34	31	40		
6650 TOTAL PRINTING AND ADVERTISING	24	34	31	40		
6700 TOTAL INSURANCE						
6705 INSURANCE	21	35	76	28		
6700 TOTAL INSURANCE	21	35	76	28		
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	250	1,606	784	2,000		
7400 TOTAL TRANSFERS OUT	250	1,606	784	2,000		
6001 EXPENDITURES AND EXPENSES	1,164	7,629	85,421	98,533	10,000	10,000
4000 REVENUES AND EXPENDITURES	19,361-	6,895-	75,159	98,433	10,000	10,000
00208 TIF #2153 - PHASE 2 HOUSING	19,361-	6,895-	75,159	98,433	10,000	10,000

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, 2013, the loan balances were \$107,000 owed to TIF District 2151 and \$116,000 owed to TIF District #2155.

MAJOR OBJECTIVES FOR 2015

No development projects are planned for 2015.

It is expected that in 2015 District 2154 will pay about \$4,450 of interest on the loan and repay about \$95,000 on the principal of the loan.

FINANCIAL ANALYSIS

Tax Increment District #2154 Fund	2014 Budget	2015 Budget
Cash & Investments – Beginning Balance	\$ 1,379	\$ 3,801
<i><u>Revenues</u></i>		
Property Tax - Tax Increment	104,000	100,000
Investment Income	50	100
<i><u>Expenditures</u></i>		
District Administrative Costs	(1,068)	(1,880)
<i><u>Debt Activity</u></i>		
Principal payment to TIF District #2151	(45,000)	(48,000)
Interest Payment to TIF District #2151	(4,360)	(2,000)
Principal payment to TIF District #2155	(45,000)	(47,000)
Interest Payment to TIF District #2155	(4,200)	(2,450)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,000)	(1,000)
Cash & Investments - Ending Balance	\$ 3,801	\$1,571

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00209 TIF #2154 - SUBURBAN MOTEL						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	101,152-	101,494-	93,774-	104,000-	100,000-	100,000-
4005 TOTAL PROPERTY TAXES	101,152-	101,494-	93,774-	104,000-	100,000-	100,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	184-	281-	103-	50-	100-	100-
4880 CHANGE IN F.V. OF INVESTMENTS	48-	61	85			
4800 TOTAL INVESTMENT EARNINGS	232-	220-	19-	50-	100-	100-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	101,384-	101,714-	93,793-	104,050-	100,100-	100,100-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	924	1,890	1,612	1,000	1,800	1,800
6200 TOTAL PROFESSIONAL SERVICES	924	1,890	1,612	1,000	1,800	1,800
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	34	31	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	24	34	31	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	12	35	61	28	40	40
6700 TOTAL INSURANCE	12	35	61	28	40	40
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE	17,970	14,770	11,410	8,560	4,450	4,450
7100 TOTAL DEBT SERVICE	17,970	14,770	11,410	8,560	4,450	4,450
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	1,207	1,606	784	2,000	1,000	1,000
7400 TOTAL TRANSFERS OUT	1,207	1,606	784	2,000	1,000	1,000
6001 EXPENDITURES AND EXPENSES	20,137	18,335	13,898	11,628	7,330	7,330
4000 REVENUES AND EXPENDITURES	81,247-	83,379-	79,895-	92,422-	92,770-	92,770-
00209 TIF #2154 - SUBURBAN MOTEL	81,247-	83,379-	79,895-	92,422-	92,770-	92,770-

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 expire 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 \$116,000 as of December 31, 2013. It is expected that TIF District #2154 will be able to repay the loan by the end of 2016.

MAJOR OBJECTIVES FOR 2015

For the 2015 budget, it is estimated that \$70,486 will be paid to the developer on the 2002 tax increment revenue note. Also for 2015, Home Improvement Rebate Program and associated administrative costs will be funded from TIF District #2151 (Anthony Shopping Center) instead of #2155.

FINANCIAL ANALYSIS

Tax Increment District #2155 Fund	2014 Budget	2015 Budget
Cash & Investments - Beginning Balance	\$ 1,259,512	\$ 1,283,758
<i><u>Revenues</u></i>		
Property Tax – Tax Increment	144,000	144,000
Investment Income	9,000	12,000
Principal repayment from TIF Dist. #2154	45,000	47,000
Interest payment from TIF District. #2154	4,200	2,450
Miscellaneous revenues	13,200	
<i><u>Expenditures</u></i>		
District Administrative Costs	(2,068)	(2,480)
Home Improvement Rebate Program	(116,600)	
<i><u>Debt Activity</u></i>		
Principal Payment on Pay-as-you-go Note	(41,141)	(44,071)
Interest Payment on Pay-as-you-go Note	(29,345)	(26,415)
<i><u>Transfers</u></i>		
Transfer Out – EDA Fund	(2,000)	(1,000)
Cash & Investments - Ending Balance	\$ 1,283,758	\$1,415,242

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00210 TIF #2155 - LAMPLIGHTER						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	144,227-	144,226-	144,227-	144,000-	144,000-	144,000-
4005 TOTAL PROPERTY TAXES	144,227-	144,226-	144,227-	144,000-	144,000-	144,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	6,206-	7,150-	12,715-	9,000-	12,000-	12,000-
4810 INTEREST - INTERNAL FUNDS	11,737-	8,937-	6,300-	4,200-	2,450-	2,450-
4880 CHANGE IN F.V. OF INVESTMENTS	1,618-	1,547	10,393			
4800 TOTAL INVESTMENT EARNINGS	19,560-	14,540-	8,622-	13,200-	14,450-	14,450-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS		43,272-	13,191-	13,200-		
4900 TOTAL MISCELLANEOUS		43,272-	13,191-	13,200-		
5100 TOTAL TRANSFERS IN						
4001 REVENUES	163,787-	202,038-	166,040-	170,400-	158,450-	158,450-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,063	3,622	2,234	2,000	2,400	2,400
6200 TOTAL PROFESSIONAL SERVICES	1,063	3,622	2,234	2,000	2,400	2,400
6300 TOTAL CONTRACTUAL SERVICES						
6346 HOME IMP REBATE PROG				105,065		
6347 HOME IMP REBATE PROG - ADMIN				11,535		
6300 TOTAL CONTRACTUAL SERVICES				116,600		
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	24	34	31	40	40	40
6650 TOTAL PRINTING AND ADVERTISING	24	34	31	40	40	40
6700 TOTAL INSURANCE						
6705 INSURANCE	24	35	61	28	40	40
6700 TOTAL INSURANCE	24	35	61	28	40	40
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	41,936	50,590	40,535	41,141	44,071	44,071
7120 INTEREST EXPENSE	39,134	35,955	32,352	29,345	26,415	26,415
7100 TOTAL DEBT SERVICE	81,070	86,545	72,887	70,486	70,486	70,486
7400 TOTAL TRANSFERS OUT						
7425 TRANSFER OUT- EDA (ADMIN)	1,600	2,042	784	2,000	1,000	1,000
7400 TOTAL TRANSFERS OUT	1,600	2,042	784	2,000	1,000	1,000
6001 EXPENDITURES AND EXPENSES	83,781	92,278	75,998	191,154	73,966	73,966
4000 REVENUES AND EXPENDITURES	80,006-	109,760-	90,042-	20,754	84,484-	84,484-
00210 TIF #2155 - LAMPLIGHTER	80,006-	109,760-	90,042-	20,754	84,484-	84,484-

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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 and as appropriate, to land bank for future redevelopment.

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 2151 and 2153.

2015 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 2015.
- 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 professional planning and community development support to the EDA and City Council.

Budget Highlights:

Estimated revenues derived from the sale of three lots are identified in the 2015 budget, but such sales are uncertain. Correspondingly, funds available for property acquisitions are dependent to a certain extent on land sales, but the 2015 budget contemplates capital expenditures for the acquisition of two properties for demolition and sale.

With regard to the Home Improvement Incentive Rebate Program, the 2015 budget assumes that available increment in TIF housing replacement district #2 (2153) and TIF redevelopment district #2 will be used to fund that program and associated administrative costs for projects in households at less than 80% Area Median Income (AMI). The 2015 EDA budget includes funds for projects in households at 80%-120% of AMI.

FINANCIAL ANALYSIS

Economic Development Authority Fund #220	2014 Budget	2015 Budget
Cash & Investments - Beginning Balance	\$2,567,911	\$3,040,939
<i><u>Revenues</u></i>		
Property Tax	208,000	239,000
Development Note Principal	28,860	30,322
Administrative Charges	16,000	15,000
Sale of Property	1,296,000	140,000
Investment Income	27,000	21,000
Development Note Interest	3,390	1,928
Miscellaneous Revenue	1,000	0
Transfers in from other funds	8,000	3,000
Total Revenues	1,588,250	450,250
<i><u>Expenditures</u></i>		
Personnel Costs	127,442	138,041
Operating Expenses	193,380	101,428
Home Improvement Rebate Program	44,400	22,200
Property Purchases	100,000	110,000
Transfer to Major Building Replacement	500,000	0
Transfer to P.I.R., Bass Lake Rd Streetscape	150,000	0
Total Expenditures	1,115,222	371,669
Cash & Investments - Ending Balance	\$3,040,939	\$3,119,520

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00220 EDA						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	254,043-	266,140-	237,337-	208,000-	239,000-	239,000-
4015 PROP TAX - DELINQUENT	3,949-	3,715-	3,542-			
4020 PROP TAX - PENALTIES/ INTEREST	30,888-	40,496-	54,363-			
4005 TOTAL PROPERTY TAXES	288,880-	310,351-	295,242-	208,000-	239,000-	239,000-
4300 TOTAL FED INTERGOVERNMENTAL						
4320 FEDERAL - FEMA DISASTER AID			150-			
4329 FEDERAL - CDBG - NSP PROG	66,412-	13,524-	7,900-			
4300 TOTAL FED INTERGOVERNMENTAL	66,412-	13,524-	8,050-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	16,380-					
4345 TOTAL STATE INTERGOVERNMENTAL	16,380-					
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS			162,850-			
4393 LOCAL - MISCELLANEOUS			152,919-			
4390 TOTAL OTHER INTERGOVERNMENTAL			315,769-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4402 ADMIN CHARGES - NONTAXABLE		2,000-				
4419 PRINCIPAL PYMTS - LOANS & C4D	1,297-	2,969-	2,037-			
4422 PRINCIPAL PYMTS - HEATHERS	24,886-	26,146-	27,470-	28,860-	30,322-	30,322-
4425 ISSUER FEES ON CONDUIT DEBT	16,106-	15,801-	15,644-	16,000-	15,000-	15,000-
4437 SALE OF LAND HELD FOR RESALE	42,100-	119,527-	129,975-	1,296,000-	140,000-	140,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	84,389-	166,443-	175,126-	1,340,860-	185,322-	185,322-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	50,797-	42,611-	23,794-	27,000-	21,000-	21,000-
4825 INTEREST - HEATHERS NOTE	7,364-	6,104-	4,780-	3,390-	1,928-	1,928-
4880 CHANGE IN F.V. OF INVESTMENTS	13,240-	9,217-	19,449-			
4800 TOTAL INVESTMENT EARNINGS	71,400-	39,498-	9,125-	30,390-	22,928-	22,928-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	55,996-	600-	101-	1,000-		
4915 REIMBURSEMENT -OTHER	292-	14,400-	20,802-			
4900 TOTAL MISCELLANEOUS	56,288-	15,000-	20,903-	1,000-		
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	105,000-					
5120 TRANSFER IN - TIF DISTRICTS	18,569-	1,349,127-	3,136-	8,000-	3,000-	3,000-
5100 TOTAL TRANSFERS IN	123,569-	1,349,127-	3,136-	8,000-	3,000-	3,000-
4001 REVENUES	707,318-	1,893,944-	827,351-	1,588,250-	450,250-	450,250-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	94,266	95,840	99,530	100,247	109,589	109,589
6061 DEMO REIMB TO GEN/ENT FUNDS	28,098	29,818	7,279			

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Budget Report

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6003 TOTAL SALARIES AND WAGES	122,364	125,658	106,809	100,247	109,589	109,589
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	6,769	6,799	6,866	7,669	8,384	8,384
6110 PERA - COORDINATED	6,908	6,948	6,987	7,268	8,219	8,219
6140 HEALTH INSURANCE	9,218	7,398	8,027	10,424	9,585	9,585
6142 HEALTH SAVINGS ACCOUNTS	1,250	1,080	1,173			
6145 DENTAL INSURANCE	138	192	192	192	384	384
6150 LIFE INSURANCE	23	22	22	23	23	23
6155 RETIRE HLTH SAVINGS PLAN	1,725	1,721	1,778	1,068	1,140	1,140
6185 WORKERS COMP INSURANCE	443	454	540	551	717	717
6100 TOTAL EMPLOYEE BENEFITS	26,473	24,615	25,585	27,195	28,452	28,452
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	46,560	39,226	15,106	10,000	15,000	15,000
6215 AUDIT SERVICES	3,250	1,500	1,800	1,800	1,800	1,800
6250 LEGAL SERVICES - GENERAL	26,885	43,812	21,312	20,000	20,000	20,000
6200 TOTAL PROFESSIONAL SERVICES	76,695	84,538	38,219	31,800	36,800	36,800
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	34,448	53,970	367,094	10,000	30,000	30,000
6315 TREE TRIM / REMOVAL SERVICES	6,152	7,744	4,961	4,000	4,000	4,000
6346 HOME IMP REBATE PROG	19,943	23,066	51,103	40,000	20,000	20,000
6347 HOME IMP REBATE PROG - ADMIN	1,742	2,657	5,985	4,400	2,200	2,200
6348 SAC CHARGES - MET CO			7,305	121,000		
6300 TOTAL CONTRACTUAL SERVICES	62,284	87,436	436,449	179,400	56,200	56,200
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	338	702	719	500	200	200
6410 GAS SERVICE	273	2,887	2,369	500	200	200
6415 RUBBISH REMOVAL	22,095	14,432	690	6,000	5,000	5,000
6420 CITY UTILITY CHARGES	1,726	2,753	67	500	200	200
6400 TOTAL UTILITIES	24,431	20,775	3,844	7,500	5,600	5,600
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	496			2,000	1,000	1,000
6480 TOTAL RENTALS	496			2,000	1,000	1,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	3,633	4,171	3,334	500	500	500
6525 BLDG REPAIR/MAINT SUPPLIES	670					
6530 LANDSCAPE MAT'LS & SUPPLIES				500	500	500
6500 TOTAL SUPPLIES	4,303	4,171	3,334	1,000	1,000	1,000
6600 TOTAL COMMUNICATIONS						
6610 PHONE SERVICES	210	274	266		500	500
6620 DELIVERY CHARGES	33	51	69	60	100	100
6600 TOTAL COMMUNICATIONS	243	324	335	60	600	600
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	137	2,206	893	750	900	900
6665 PRINTING - GENERAL				300		
6650 TOTAL PRINTING AND ADVERTISING	137	2,206	893	1,050	900	900
6700 TOTAL INSURANCE						

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Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6705 INSURANCE	3,700	5,624	2,922	470	428	428
6700 TOTAL INSURANCE	3,700	5,624	2,922	470	428	428
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	408	145	47	500	100	100
6820 DUES AND SUBSCRIPTIONS	419	4,135	894	1,000	1,000	1,000
6830 LICENSES, PERMITS AND TAXES	36,776	169,972	12,618	13,000	20,000	20,000
6800 TOTAL MISCELLANEOUS	37,603	174,252	13,559	14,500	21,100	21,100
6900 TOTAL CAPITAL OUTLAY						
6905 LAND		460,723				
6936 INFRA- TRAFFIC & TRANSPORT SYS			32,350			
6940 MISCELLANEOUS CAPITAL OUTLAY	514,598	211,145		100,000	110,000	110,000
6900 TOTAL CAPITAL OUTLAY	514,598	671,868	32,350	100,000	110,000	110,000
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS				650,000		
7400 TOTAL TRANSFERS OUT				650,000		
6001 EXPENDITURES AND EXPENSES	873,327	1,201,467	664,298	1,115,222	371,669	371,669
4000 REVENUES AND EXPENDITURES	166,009	692,477-	163,053-	473,028-	78,581-	78,581-
00220 EDA	166,009	692,477-	163,053-	473,028-	78,581-	78,581-

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 2015 are not yet known. The amounts budgeted for 2015 are similar to the totals received and spent in past years.

Donations for the Police Canine Unit may continue at modest levels in 2015 and future years. This money is being spent ongoing costs of the canine unit.

Beginning in 2015, the Cable Franchise Grant will be accounted for in the City Initiatives Fund instead of the Permanent Improvement Revolving Fund to provide for a better accounting of the grant.

FINANCIAL ANALYSIS

City Initiatives Fund	2014 Budget	2015 Budget
Available Resources - Beginning Balance	\$ 59,049	\$ 52,649
<i>Revenues</i>		
Miscellaneous Receipts	6,600	6,000
Cable Franchise Grant		32,000
Donations	15,000	18,000
<i>Expenditures</i>		
General Government	(5,600)	(7,200)
Public Safety	(8,000)	(8,000)
Public Safety – Canine Unit	(6,400)	(8,400)
Recreation	(8,000)	(7,150)
Available Resources - Ending Balance	\$ 52,649	\$ 77,899

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Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00240 CITY INITIATIVES						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	6,314-	880-	2,755-			
4005 TOTAL PROPERTY TAXES	6,314-	880-	2,755-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS		437-				
4345 TOTAL STATE INTERGOVERNMENTAL		437-				
4390 TOTAL OTHER INTERGOVERNMENTAL						
4394 LOCAL - NWSCCC CAPITAL GRANT					32,000-	32,000-
4390 TOTAL OTHER INTERGOVERNMENTAL					32,000-	32,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	2,497-	3,742-	3,425-	4,200-	6,000-	6,000-
4915 REIMBURSEMENT -OTHER	168-	1,168-		2,400-		
4950 DONATIONS	10,757-	43,327-	22,207-	15,000-	18,000-	18,000-
4900 TOTAL MISCELLANEOUS	13,422-	48,237-	25,632-	21,600-	24,000-	24,000-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	19,737-	49,553-	28,386-	21,600-	56,000-	56,000-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6170 CLOTHING & CLOTHING ALLOW	144	236	20	300	300	300
6100 TOTAL EMPLOYEE BENEFITS	144	236	20	300	300	300
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	3,874	4,455	1,585	3,600	1,800	1,800
6200 TOTAL PROFESSIONAL SERVICES	3,874	4,455	1,585	3,600	1,800	1,800
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	3,000	3,100	5,838	3,600	4,800	4,800
6300 TOTAL CONTRACTUAL SERVICES	3,000	3,100	5,838	3,600	4,800	4,800
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	278	600	810	810
6480 TOTAL RENTALS	814	814	278	600	810	810
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	12,489	3,271	5,621	6,000	3,000	3,000
6515 AMMUNITION & GUN RANGE USE		1,024	222		240	240
6530 LANDSCAPE MAT'LS & SUPPLIES	470					
6545 MOTOR FUELS	510	1,413	2,109		1,800	1,800
6500 TOTAL SUPPLIES	13,469	5,708	7,952	6,000	5,040	5,040
6600 TOTAL COMMUNICATIONS						

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Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6650 TOTAL PRINTING AND ADVERTISING						
6665 PRINTING - GENERAL		100	214			
6690 ADVERTISING - GENERAL	1,000	1,100	1,215	1,200	1,200	1,200
6650 TOTAL PRINTING AND ADVERTISING	1,000	1,200	1,429	1,200	1,200	1,200
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	2,760	5,601	4,019	3,600	4,800	4,800
6820 DUES AND SUBSCRIPTIONS	177	396	572			
6860 ACTIVITY ASSISTANCE EXPENSE	2,304	4,282	3,573	2,700	3,600	3,600
6878 CANINE UNIT		5,535	18,100	6,400	8,400	8,400
6800 TOTAL MISCELLANEOUS	5,241	15,814	26,265	12,700	16,800	16,800
6900 TOTAL CAPITAL OUTLAY						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	30,561	34,535	43,367	28,000	30,750	30,750
4000 REVENUES AND EXPENDITURES	10,824	15,018-	14,980	6,400	25,250-	25,250-
00240 CITY INITIATIVES	10,824	15,018-	14,980	6,400	25,250-	25,250-

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 2015 are not yet known. The amounts budgeted for 2015 include activity similar to past years.

The Special Projects Fund includes a Forfeiture Account in which proceeds from the sale of seized vehicles is deposited. This money must be used for purposes related to traffic enforcement. In the 2015 budget, money from this account will be used to purchase a new traffic enforcement squad car. The Police Department will receive a total of three new vehicles in 2015, two purchased from the Police Equipment Revolving Fund and one purchased from the Special Projects Fund.

FINANCIAL ANALYSIS

Special Projects Fund	2014 Budget	2015 Budget
Available Resources - Beginning Balance	\$ 41,723	\$ 41,723
<i>Revenues</i>		
Federal Grants	21,000	24,000
Forfeitures	21,000	21,000
<i>Expenditures</i>		
Public Safety	(42,000)	(82,800)
Available Resources - Ending Balance	\$ 41,723	\$ 3,523

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00245 SPECIAL PROJECTS / GRANTS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4302 FEDERAL - MISCELLANEOUS	8,149-					
4335 FEDERAL - OPERATION NIGHTCAP	4,785-					
4340 FEDERAL - SAFE & SOBER	10,422-					
4341 FEDERAL - TOWARD ZERO DEATHS	6,549-	21,984-	27,994-	21,000-	24,000-	24,000-
4300 TOTAL FED INTERGOVERNMENTAL	29,905-	21,984-	27,994-	21,000-	24,000-	24,000-
4345 TOTAL STATE INTERGOVERNMENTAL						
4700 TOTAL FINES AND FORFEITURES						
4745 FORFEITURE-SALE>SEIZED VEHICLE	18,400-	22,433-	20,975-	18,000-	18,000-	18,000-
4746 FORFEITURE-VEHICLE SETTLEMENT	700-	2,100-	2,100-	3,000-	3,000-	3,000-
4700 TOTAL FINES AND FORFEITURES	19,100-	24,533-	23,075-	21,000-	21,000-	21,000-
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
4001 REVENUES	49,005-	46,517-	51,069-	42,000-	45,000-	45,000-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6015 OVERTIME-REGULAR EMPLOYEES	23,029	18,681	23,773	18,500	24,000	24,000
6003 TOTAL SALARIES AND WAGES	23,029	18,681	23,773	18,500	24,000	24,000
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	276	240	345	270	360	360
6115 PERA - POLICE	3,316	2,690	3,422	2,890	3,600	3,600
6185 WORKERS COMP INSURANCE	472	373	454	540	540	540
6100 TOTAL EMPLOYEE BENEFITS	4,064	3,303	4,220	3,700	4,500	4,500
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	3,080	6,055	4,530	4,500	4,500	4,500
6200 TOTAL PROFESSIONAL SERVICES	3,080	6,055	4,530	4,500	4,500	4,500
6440 TOTAL REPAIR & MAINT SERVICES						
6455 VEHICLE R & M SERVICES			312			
6440 TOTAL REPAIR & MAINT SERVICES			312			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	2,812	14,601	115	15,000	4,500	4,500
6540 VEHICLE SUPPLIES	464	63	318			
6500 TOTAL SUPPLIES	3,276	14,664	433	15,000	4,500	4,500
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	160	280	166	300	300	300
6800 TOTAL MISCELLANEOUS	160	280	166	300	300	300
6900 TOTAL CAPITAL OUTLAY						
6930 VEHICLES & TRAILERS					45,000	45,000
6900 TOTAL CAPITAL OUTLAY					45,000	45,000

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	33,609	42,982	33,434	42,000	82,800	82,800
4000 REVENUES AND EXPENDITURES	15,396-	3,535-	17,634-		37,800	37,800
00245 SPECIAL PROJECTS / GRANTS	15,396-	3,535-	17,634-		37,800	37,800

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, 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 / 14

Budget Report

Level Of Rollup: 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00326 2005A IMPROVE BONDS (PH 7)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	56,514-	57,211-	54,804-	52,812-	51,018-	51,018-
4060 SPECIAL ASSESS - DELINQUENT	965-	1,373-	1,715-			
4065 SPECIAL ASSESS - PREPAID	9,431-	15,773-	18,872-	18,484-	15,305-	15,305-
4070 SPECIAL ASSESS - PENALTIES	430-	716-	802-			
4075 SPECIAL ASSESS - INTEREST	38,643-	34,377-	33,075-	22,181-	18,367-	18,367-
4050 TOTAL SPECIAL ASSESSMENTS	105,983-	109,449-	109,267-	93,477-	84,690-	84,690-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	11,222-	8,692-	6,021-	4,991-	4,800-	4,800-
4880 CHANGE IN F.V. OF INVESTMENTS	2,925-	1,881	4,922			
4800 TOTAL INVESTMENT EARNINGS	14,147-	6,812-	1,100-	4,991-	4,800-	4,800-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	120,130-	116,261-	110,367-	98,468-	89,490-	89,490-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,546	243	234	250	250	250
6225 BANK CHARGES & CR CARD FEES	111			150	150	150
6200 TOTAL PROFESSIONAL SERVICES	1,657	243	234	400	400	400
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	100,000	100,000	100,000	95,000	95,000	95,000
7120 INTEREST EXPENSE	38,550	34,800	30,800	26,900	23,100	23,100
7130 PAYING AGENT CHARGES	403	403	403	500	500	500
7145 ARBITRAGE REBATE PAYMENTS	989					
7100 TOTAL DEBT SERVICE	139,941	135,203	131,203	122,400	118,600	118,600
6001 EXPENDITURES AND EXPENSES	141,598	135,446	131,437	122,800	119,000	119,000
4000 REVENUES AND EXPENDITURES	21,468	19,184	21,070	24,332	29,510	29,510
00326 2005A IMPROVE BONDS (PH 7)	21,468	19,184	21,070	24,332	29,510	29,510

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

DESCRIPTION OF ACTIVITY

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

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

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00327 2005B AQUATIC CENTER BONDS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	204,038-	208,497-	208,355-	209,000-	209,000-	209,000-
4015 PROP TAX - DELINQUENT	2,990-	3,190-	3,128-			
4020 PROP TAX - PENALTIES/ INTEREST	1	23	5			
4005 TOTAL PROPERTY TAXES	207,027-	211,664-	211,478-	209,000-	209,000-	209,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	3,183-	2,638-	1,955-	1,872-	1,800-	1,800-
4880 CHANGE IN F.V. OF INVESTMENTS	830-	571	1,598			
4800 TOTAL INVESTMENT EARNINGS	4,012-	2,067-	357-	1,872-	1,800-	1,800-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	211,039-	213,731-	211,835-	210,872-	210,800-	210,800-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	140,000	145,000	155,000	160,000	165,000	165,000
7120 INTEREST EXPENSE	64,850	59,500	53,500	47,200	40,700	40,700
7130 PAYING AGENT CHARGES	403	403	403	500	500	500
7100 TOTAL DEBT SERVICE	205,253	204,903	208,903	207,700	206,200	206,200
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	205,253	204,903	208,903	207,700	206,200	206,200
4000 REVENUES AND EXPENDITURES	5,787-	8,829-	2,933-	3,172-	4,600-	4,600-
00327 2005B AQUATIC CENTER BONDS	5,787-	8,829-	2,933-	3,172-	4,600-	4,600-

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 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00328 2006 IMP BONDS (PH 8)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	89,562-	88,023-	84,368-	85,002-	80,594-	80,594-
4060 SPECIAL ASSESS - DELINQUENT	1,873-	3,771-	1,758-			
4065 SPECIAL ASSESS - PREPAID	17,019-	28,728-	36,090-	34,001-	28,208-	28,208-
4070 SPECIAL ASSESS - PENALTIES	827-	2,078-	880-			
4075 SPECIAL ASSESS - INTEREST	68,293-	61,007-	53,438-	40,801-	33,849-	33,849-
4050 TOTAL SPECIAL ASSESSMENTS	177,575-	183,606-	176,533-	159,804-	142,651-	142,651-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	12,271-	10,058-	7,364-	6,370-	6,400-	6,400-
4880 CHANGE IN F.V. OF INVESTMENTS	3,198-	2,176	6,019			
4800 TOTAL INVESTMENT EARNINGS	15,469-	7,882-	1,345-	6,370-	6,400-	6,400-
4001 REVENUES	193,044-	191,488-	177,878-	166,174-	149,051-	149,051-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	3,146	389	378	600	600	600
6225 BANK CHARGES & CR CARD FEES				100	100	100
6200 TOTAL PROFESSIONAL SERVICES	3,146	389	378	700	700	700
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	135,000	130,000	125,000	125,000	120,000	120,000
7120 INTEREST EXPENSE	53,279	48,310	43,498	38,716	33,970	33,970
7130 PAYING AGENT CHARGES	431	431	431	500	500	500
7100 TOTAL DEBT SERVICE	188,710	178,741	168,929	164,216	154,470	154,470
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	191,856	179,130	169,307	164,916	155,170	155,170
4000 REVENUES AND EXPENDITURES	1,188-	12,359-	8,571-	1,258-	6,119	6,119
00328 2006 IMP BONDS (PH 8)	1,188-	12,359-	8,571-	1,258-	6,119	6,119

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 / 14

Budget Report

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00329 2008 IMP BONDS (PH 9)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	110,350-	108,571-	91,045-	87,910-	83,083-	83,083-
4060 SPECIAL ASSESS - DELINQUENT	3,013-	5,433-	2,824-			
4065 SPECIAL ASSESS - PREPAID	47,209-	223,221-	52,294-	43,955-	37,388-	37,388-
4070 SPECIAL ASSESS - PENALTIES	1,404-	2,272-	1,687-			
4075 SPECIAL ASSESS - INTEREST	92,731-	81,957-	61,990-	52,746-	44,865-	44,865-
4050 TOTAL SPECIAL ASSESSMENTS	254,707-	421,454-	209,839-	184,611-	165,336-	165,336-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	8,662-	7,726-	7,433-	6,106-	6,000-	6,000-
4880 CHANGE IN F.V. OF INVESTMENTS	2,258-	1,672-	6,075-			
4800 TOTAL INVESTMENT EARNINGS	10,919-	6,055-	1,357-	6,106-	6,000-	6,000-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES	265,626-	427,509-	211,196-	190,717-	171,336-	171,336-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	390	375	3,110	600	600	600
6200 TOTAL PROFESSIONAL SERVICES	390	375	3,110	600	600	600
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	165,000	160,000	155,000	155,000	150,000	150,000
7120 INTEREST EXPENSE	74,548	68,860	63,348	57,923	52,210	52,210
7130 PAYING AGENT CHARGES	425	425	425	500	500	500
7100 TOTAL DEBT SERVICE	239,973	229,285	218,773	213,423	202,710	202,710
6001 EXPENDITURES AND EXPENSES	240,363	229,660	221,883	214,023	203,310	203,310
4000 REVENUES AND EXPENDITURES	25,264-	197,849-	10,687	23,306	31,974	31,974
00329 2008 IMP BONDS (PH 9)	25,264-	197,849-	10,687	23,306	31,974	31,974

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 / 14

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00330 2009A IMP BONDS (PH 10)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	133,017-	121,632-	117,754-	113,196-	106,648-	106,648-
4060 SPECIAL ASSESS - DELINQUENT	11,966-	3,975-	10,784-			
4065 SPECIAL ASSESS - PREPAID	251,822-	61,957-	109,723-	90,557-	79,986-	79,986-
4070 SPECIAL ASSESS - PENALTIES	4,071-	2,453-	4,360-			
4075 SPECIAL ASSESS - INTEREST	157,114-	134,574-	123,093-	108,668-	95,983-	95,983-
4050 TOTAL SPECIAL ASSESSMENTS	557,990-	324,590-	365,713-	312,421-	282,617-	282,617-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	14,893-	15,353-	11,556-	10,126-	10,500-	10,500-
4880 CHANGE IN F.V. OF INVESTMENTS	3,882-	3,322	9,446			
4800 TOTAL INVESTMENT EARNINGS	18,775-	12,032-	2,110-	10,126-	10,500-	10,500-
4001 REVENUES	576,765-	336,622-	367,823-	322,547-	293,117-	293,117-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	680	645	623	3,900	650	650
6225 BANK CHARGES & CR CARD FEES	214		89	100	100	100
6200 TOTAL PROFESSIONAL SERVICES	893	645	711	4,000	750	750
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	185,000	205,000	200,000	195,000	190,000	190,000
7120 INTEREST EXPENSE	106,766	102,866	98,816	94,866	90,541	90,541
7130 PAYING AGENT CHARGES	425	425	425	500	600	600
7145 ARBITRAGE REBATE PAYMENTS				12,000		
7100 TOTAL DEBT SERVICE	292,191	308,291	299,241	302,366	281,141	281,141
6001 EXPENDITURES AND EXPENSES	293,084	308,936	299,952	306,366	281,891	281,891
4000 REVENUES AND EXPENDITURES	283,681-	27,686-	67,871-	16,181-	11,226-	11,226-
00330 2009A IMP BONDS (PH 10)	283,681-	27,686-	67,871-	16,181-	11,226-	11,226-

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 / 14

Budget Report

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00331 2009B & 2010A&B - HWY 81 BONDS						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4005 TOTAL PROPERTY TAXES						
4010 PROP TAX - CURRENT	495,117-	526,917-	558,864-	563,153-	563,153-	563,153-
4015 PROP TAX - DELINQUENT	5,593-	4,372-	5,038-			
4020 PROP TAX - PENALTIES/ INTEREST	573-	54	308-			
4005 TOTAL PROPERTY TAXES	501,283-	531,235-	564,210-	563,153-	563,153-	563,153-
4345 TOTAL STATE INTERGOVERNMENTAL						
4357 STATE - MARKET VALUE CREDIT	7,586-					
4345 TOTAL STATE INTERGOVERNMENTAL	7,586-					
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	2,594-	2,697	2,684			
4880 CHANGE IN F.V. OF INVESTMENTS	676-	584-	2,194-			
4800 TOTAL INVESTMENT EARNINGS	3,270-	2,114	490			
5100 TOTAL TRANSFERS IN						
4001 REVENUES	512,138-	529,121-	563,720-	563,153-	563,153-	563,153-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS	852,896	509,109	247,293	536,337	270,000	270,000
7100 TOTAL DEBT SERVICE	852,896	509,109	247,293	536,337	270,000	270,000
7400 TOTAL TRANSFERS OUT						
7410 TRANSFER OUT- OTHER FUNDS					293,153	293,153
7400 TOTAL TRANSFERS OUT					293,153	293,153
6001 EXPENDITURES AND EXPENSES	852,896	509,109	247,293	536,337	563,153	563,153
4000 REVENUES AND EXPENDITURES	340,758	20,012-	316,426-	26,816-		
00331 2009B & 2010A&B - HWY 81 BONDS	340,758	20,012-	316,426-	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.

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00332 2011 IMP BONDS (PH 11)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME		94,470-	96,986-	95,689-	87,717-	87,717-
4060 SPECIAL ASSESS - DELINQUENT			7,051-			
4065 SPECIAL ASSESS - PREPAID	5,911-	100,482-	114,240-	62,198-	52,630-	52,630-
4070 SPECIAL ASSESS - PENALTIES		1,550-	3,013-			
4075 SPECIAL ASSESS - INTEREST		158,428-	87,525-	74,638-	63,157-	63,157-
4050 TOTAL SPECIAL ASSESSMENTS	5,911-	354,929-	308,815-	232,525-	203,504-	203,504-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	1,683-	1,495-	2,965-	2,647-	3,700-	3,700-
4880 CHANGE IN F.V. OF INVESTMENTS	2-	323	2,424			
4800 TOTAL INVESTMENT EARNINGS	1,685-	1,171-	541-	2,647-	3,700-	3,700-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS	511-					
5000 TOTAL OTHER FINANCING SOURCES	511-					
4001 REVENUES	8,107-	356,100-	309,356-	235,172-	207,204-	207,204-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		620	575	600	600	600
6225 BANK CHARGES & CR CARD FEES		281	106	300	300	300
6200 TOTAL PROFESSIONAL SERVICES		901	681	900	900	900
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS			145,000	140,000	135,000	135,000
7120 INTEREST EXPENSE		35,493	35,130	34,278	33,146	33,146
7130 PAYING AGENT CHARGES		425	425	500	500	500
7100 TOTAL DEBT SERVICE		35,918	180,555	174,778	168,646	168,646
6001 EXPENDITURES AND EXPENSES		36,819	181,236	175,678	169,546	169,546
4000 REVENUES AND EXPENDITURES	8,107-	319,282-	128,120-	59,494-	37,658-	37,658-
00332 2011 IMP BONDS (PH 11)	8,107-	319,282-	128,120-	59,494-	37,658-	37,658-

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 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00333 2012 IMP BONDS (PH 12)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIALASSESSMENTS						
4055 SPECIAL ASSESS - INCOME			157,970-	156,663-	146,100-	146,100-
4065 SPECIAL ASSESS - PREPAID		32,916-	152,865-	109,664-	76,000-	76,000-
4070 SPECIAL ASSESS - PENALTIES			728-			
4075 SPECIAL ASSESS - INTEREST		964-	208,274-	109,664-	94,965-	94,965-
4050 TOTAL SPECIALASSESSMENTS		33,879-	519,835-	375,991-	317,065-	317,065-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME		3,090-	2,030-	1,038-	3,900-	3,900-
4880 CHANGE IN F.V. OF INVESTMENTS		9	1,659			
4800 TOTAL INVESTMENT EARNINGS		3,081-	371-	1,038-	3,900-	3,900-
5000 TOTAL OTHER FINANCING SOURCES						
4001 REVENUES		36,960-	520,206-	377,029-	320,965-	320,965-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES			880	720	900	900
6225 BANK CHARGES & CR CARD FEES		300	524	300	300	300
6200 TOTAL PROFESSIONAL SERVICES		300	1,404	1,020	1,200	1,200
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS				225,000	210,000	210,000
7120 INTEREST EXPENSE			49,881	48,194	44,931	44,931
7130 PAYING AGENT CHARGES				500	600	600
7100 TOTAL DEBT SERVICE			49,881	273,694	255,531	255,531
6001 EXPENDITURES AND EXPENSES		300	51,286	274,714	256,731	256,731
4000 REVENUES AND EXPENDITURES		36,660-	468,920-	102,315-	64,234-	64,234-
00333 2012 IMP BONDS (PH 12)		36,660-	468,920-	102,315-	64,234-	64,234-

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.

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 2015 budget, \$313,648 will be transferred in from the General Fund. Local Government Aid will be \$225,970. Other sources of revenue will bring total revenues up to \$949,585.

Expenditures in 2015 total \$1,236,100 and include the purchase of major vehicles and numerous construction projects.

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00405 PERM IMPROVE REVOLVING (PIR)						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIALASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	41,438-	43,707-	48,385-			
4060 SPECIAL ASSESS - DELINQUENT	1,366-	454-	1,260-			
4065 SPECIAL ASSESS - PREPAID	80,951-	115,330-	60,689-	132,000-	102,000-	102,000-
4070 SPECIAL ASSESS - PENALTIES	510-	469-	524-			
4075 SPECIAL ASSESS - INTEREST	39,269-	33,346-	31,646-	30,000-	26,000-	26,000-
4050 TOTAL SPECIALASSESSMENTS	163,534-	193,306-	142,503-	162,000-	128,000-	128,000-
4300 TOTAL FED INTERGOVERNMENTAL						
4345 TOTAL STATE INTERGOVERNMENTAL						
4360 STATE - LOCAL GOVERNMENT AID				188,764-	225,970-	225,970-
4345 TOTAL STATE INTERGOVERNMENTAL				188,764-	225,970-	225,970-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4392 COUNTY - MISCELLANEOUS	76,220-	85,984-	34,381-		65,000-	65,000-
4393 LOCAL - MISCELLANEOUS	20,000-		7,881-	15,000-	15,000-	15,000-
4394 LOCAL - NWSCCC CAPITAL GRANT	29,970-	30,744-	32,260-	30,750-		
4390 TOTAL OTHER INTERGOVERNMENTAL	126,190-	116,728-	74,523-	45,750-	80,000-	80,000-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4419 PRINCIPAL PYMTS - LOANS & C4D			34,728-			
4430 TAXABLE-COPIES, MAPS, DOCS,ETC	47-	70-				
4400 TOTAL CH. FOR SERV. -GEN GOV'T	47-	70-	34,728-			
4625 TOTAL CH. FOR SERV. - P WORKS						
4626 PARK DEDICATION FEES				21,886-		
4625 TOTAL CH. FOR SERV. - P WORKS				21,886-		
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	161,857-	135,009-	94,776-	75,600-	110,967-	110,967-
4880 CHANGE IN F.V. OF INVESTMENTS	42,187-	29,208	77,469			
4800 TOTAL INVESTMENT EARNINGS	204,044-	105,800-	17,307-	75,600-	110,967-	110,967-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	1,123-		921-			
4915 REIMBURSEMENT -OTHER	8,515-		77,109-		3,000-	3,000-
4900 TOTAL MISCELLANEOUS	9,637-		78,030-		3,000-	3,000-
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS			395,000-			
5039 PROCEEDS-SALE OF PROP/EQUIP	36,163-	22,027-	47,350-	38,000-	20,000-	20,000-
5000 TOTAL OTHER FINANCING SOURCES	36,163-	22,027-	442,350-	38,000-	20,000-	20,000-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS	35,203-	73,659-	49,594-	188,000-	68,000-	68,000-
5115 TRANSFER IN - GENERAL FUND	493,250-	659,000-	645,520-	401,600-	313,648-	313,648-
5100 TOTAL TRANSFERS IN	528,453-	732,659-	695,114-	589,600-	381,648-	381,648-
4001 REVENUES	1,068,068-	1,170,590-	1,484,556-	1,121,600-	949,585-	949,585-
6001 EXPENDITURES AND EXPENSES						

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	1,133	1,988	15,834			
6225 BANK CHARGES & CR CARD FEES	56	212	35			
6200 TOTAL PROFESSIONAL SERVICES	1,189	2,199	15,868			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	158,618	118,456	214,295			
6360 ST RECONSTRUCTION -CONTRACTUAL	3,674	207,005	160,615			
6300 TOTAL CONTRACTUAL SERVICES	162,292	325,461	374,910			
6400 TOTAL UTILITIES						
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	28,665	25,049	30,795			
6450 EQUIPMENT R & M SERVICES	1,948	18,660	8,118			
6455 VEHICLE R & M SERVICES		2,711				
6470 SERVICE CONTRACTS		431				
6440 TOTAL REPAIR & MAINT SERVICES	30,613	46,850	38,913			
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	3,694	14,926	2,803			
6480 TOTAL RENTALS	3,694	14,926	2,803			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	10	4,349	14,672			
6525 BLDG REPAIR/MAINT SUPPLIES		3,313	6,332			
6530 LANDSCAPE MAT'LS & SUPPLIES	21,295	19,925	11,322			
6535 EQUIP MAINT SUPPLIES	155					
6550 STREET MAINTENANCE MATERIALS	77,321	45,171	17,684			
6560 STREET SIGNS & POSTS	2,890		906			
6570 BALLFIELD MAINT SUPPLIES		3,305				
6575 UTILITY SYSTEM MAINT SUPPLIES			9,165			
6500 TOTAL SUPPLIES	101,670	76,063	60,081			
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	501	193	561			
6690 ADVERTISING - GENERAL		374	131			
6650 TOTAL PRINTING AND ADVERTISING	501	567	692			
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES		46				
6800 TOTAL MISCELLANEOUS		46				
6900 TOTAL CAPITAL OUTLAY						
6905 LAND	22,795	13,561				
6910 BUILDINGS & STRUCTURES	52,946	67,625	162,356			
6915 IMPROVEMENTS OTHER THAN BLDGS	62,800	134,168				
6920 MACHINERY AND EQUIPMENT	42,791	16,686	271,063			
6925 OFFICE EQUIP & FURNITURE	77,702	76,817	29,906			
6930 VEHICLES & TRAILERS	257,928	125,373	236,995			
6936 INFRA- TRAFFIC & TRANSPORT SYS	23,199	28,903	422,353			
6940 MISCELLANEOUS CAPITAL OUTLAY				1,105,304	1,236,100	1,236,100
6900 TOTAL CAPITAL OUTLAY	539,960	463,133	1,122,673	1,105,304	1,236,100	1,236,100
7100 TOTAL DEBT SERVICE						

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
7140 DEBT ISSUANCE COSTS			3,265			
7100 TOTAL DEBT SERVICE			3,265			
7200 TOTAL OTHER FINANCING USES						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	839,919	929,245	1,619,205	1,105,304	1,236,100	1,236,100
4000 REVENUES AND EXPENDITURES	228,149-	241,344-	134,649	16,296-	286,515	286,515
00405 PERM IMPROVE REVOLVING (PIR)	228,149-	241,344-	134,649	16,296-	286,515	286,515

PIR Fund (Fund 405)
Multi-Year Capital Improvement Plan
2015 Adopted Budget

BU	Project Description	2015	2016	2017	2018	2019
<u>ADMINISTRATION / ELECTIONS / FINANCE</u>						
4110	Security control system	20,500	21,000	23,000	24,000	25,000
4111	Computer hardware and software	64,000	55,000	55,000	55,000	90,000
4115	Replace server		11,000			14,000
4124	Records management system	22,000				10,000
4121	Replace copy machines		40,000			
	Fleet management				50,000	
4119	Telephone & voicemail system	30,000				50,000
	TOTAL ADMINISTRATION / ELECTIONS / FINANCE	136,500	127,000	78,000	129,000	189,000
<u>CITY BUILDINGS</u>						
4327	City Hall - Misc. concrete repair		2,000		2,000	
4338	City Hall - bldg. upgrades - boiler replacement	95,000				
4304	City Hall - replace screens	3,200				
	City Hall - paint radio tower (half of cost in PIR and half in Water)		1,500			
4336	City Hall - Variable Air Volume controllers for HVAC		70,000			
	City Hall - replace 3 lunch room cabinets			8,000		
4336	City Hall - replace rooftop air conditioners, 3rd unit - Police			40,000		
	City Hall - replace parking lot lights with LED				12,000	
	City Hall - replace cubicles					75,000
4300	CCC - generator fencing	1,200				
4334	CCC - coat back hall concrete floor		2,000			
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		
	CCC - replace parking lot lights with LED				24,000	
4346	South Fire - rehab exterior walls around AC & stairway	7,000				
4314	South Fire - replace roof			90,000		
4344	South Fire - replace water heater				7,000	
4345	North Fire - replace 2 furnace and A/C units			28,000		
4347	North Fire - parking lot replacement	26,000				
4326	Parking lots - Bassett Creek Park - east			76,000		
4326	Parking lot - North Lions Park east lot			20,000		
4326	Parking lot - North Lions Park west lot			30,000		
4326	Parking lot - Valley Place Park west lot			50,000		
4330	Parks - furnances, Forest, Valley Place & Welcome	5,000				
4332	Becker Arts Building roof		120,000			
4332	Forest Park building roof replacement				15,000	
	TOTAL CITY BUILDINGS	137,400	380,500	437,000	60,000	75,000
<u>COMMUNITY DEVELOPMENT</u>						
4502	Replace Staff Car #27, 2007 Chevy Malibu			21,000		
4505	Replace Staff Car #57, 2006 Chevy Malibu	19,500				
4506	Replace Staff Car #58, 2006 Chevy Malibu	19,500				
	TOTAL COMMUNITY DEVELOPMENT	39,000	0	21,000	0	0

BU	Project Description	2015	2016	2017	2018	2019
	<u>ENGINEERING</u>					
4605	New Hennepin aerial maps	3,500				
4611	Replace OEC copier		4,500			
4610	Project management hardware/software		15,000			
4611	Replace HP color plotter			8,500		
4607	Traffic count equipment	1,000			1,700	
	TOTAL ENGINEERING	4,500	19,500	8,500	1,700	0

	<u>STREET IMPROVEMENTS</u>					
4901	Annual sidewalk, curb and gutter replacement	12,000	12,000	12,000	12,000	12,000
4902	Retaining wall replacement - citywide	12,000		12,000		12,000
4903	Street overlay projects	35,000	30,000	20,000		
4905	Alley reconstruction, Phases 9 - 10	170,000	150,000			
	TOTAL STREET IMPROVEMENTS	229,000	192,000	44,000	12,000	24,000

	<u>STREETS</u>					
4704	Replace #312 - 2000 5 yard dumptruck & plow (purchased in 2014/15)	85,000				
4749	Dump truck GPS tracking		15,000	20,000		
4721	Replace #305 bucket truck (2000 Ford)		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			
4715	Replace #365 Router		10,000			
4750	Replace #317 - 2005 GMC 1 ton dump truck			60,000		
4730	Replace #302B - 2006 sidewalk plow broom				8,000	
4725	Replace #329 - 2004 John Deere loader				180,000	
	Replace #364 patching hot box					17,000
4740	Replace #335 - 2008 tracked Bobcat					65,000
	Replace Bobcat hydraulic hammer					15,000
	TOTAL STREETS	85,000	216,000	80,000	188,000	97,000

	<u>FORESTRY</u>					
5800	Boulevard tree planting & Emerald Ash Borer treatment	33,000	33,000	33,000	33,000	33,000
5805	Replace Forestry truck #44 - 2002 Chevy 4x4					28,000
	TOTAL FORESTRY	33,000	33,000	33,000	33,000	61,000

BU	Project Description	2015	2016	2017	2018	2019
	<u>PARKS</u>					
5037	Resurface basketball courts		4,000		4,000	
5040	Community Center landscaping, south side	10,000				
5013	Complete north side MAC boardwalk (HRG grant)	6,000	6,000			
5019	Becker Park rehab tennis & basketball courts fencing	75,000				
5018	Sealcoat trails at Bassett Creek Park & Highway 100 trail	7,000	8,000			
5011	Resurface Welcome tennis courts 2			70,000		
5071	Yonkers Park - new picnic shelter				25,000	
5018	Build Yunkers Park trail				65,000	
5019	Replace Becker Park ballfield fences				125,000	
5016	Becker Park - landscape around activity building		10,000			
5052	Upgrade Skate Park equipment			20,000		
5073	Playground Equipment - Bassett Creek Park	130,000				
5075	Playground Equipment - Welcome Park		80,000			
5026	Plaaground Equipment - Valley Place Park			110,000		
5080	Playground Equipment - Fair School Park				50,000	
5012	Playground Equipment - Sunnyview 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		
5014	Replace #103 - 2000 GMC 1 ton pickup & plow	65,000				
5076	Replace #133 - 1999 water tanks & pump for #109 Ford L8000	40,000				
5042	Leaf chopper/shredder	4,000				
5079	Replace #112 - 1999 Chevy 1 ton truck	65,000				
5070	Replace #104 - 2000 GMC 3/4 ton truck		45,000			
5009	Replace #105 - 2000 GMC 1 ton pickup with dumpbox		65,000			
5081	Replace #122 - 2001 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				92,000	
5051	Replace #107 - 2005 Sterling water tanker					80,000
5054	Replace #124 - 2007 Toro mower					70,000
	TOTAL PARKS	402,000	290,000	423,000	361,000	200,000

	<u>RECREATION</u>					
5202	Recreation software/CLASS replacement	8,700				
	TOTAL RECREATION	8,700	0	0	0	0

	<u>SWIMMING POOL/WATERSLIDE</u>					
5404	Water slide gelcoat & renovation	70,000				
5401	Lounge seating		4,000		4,000	
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)		10,000			18,000
5416	Maintain/renovate spray features		15,000			
5421	Chemical feed equipment controllers (3)			3,500		
5400	Water slide railings			35,000		
5419	Extend irrigation system			15,000		
5415	Replace shower fixtures & shower heads			2,000		2,000
5422	Pool - add windows & screens to louvers of pool building				20,000	
5416	Water walk cargo net				7,000	
5417	Pool heaters 2				20,000	15,000
5422	Update entryway of pool building				150,000	
	Splash Pad					200,000
	TOTAL SWIMMING POOL/WATERSLIDE	70,000	42,500	55,500	201,000	235,000

BU	Project Description	2015	2016	2017	2018	2019
	COMMUNITY CENTER					
5601	Replace office chairs		2,000		2,000	
5601	Replace blinds - Game Room	2,000				
5601	Replace blinds - MN Room	3,500				
5603	Padded chairs	20,000	20,000			
5606	Folding chairs		3,000		3,000	
5623	Paint gyms	17,000				
5617	Resurface gym floor	40,000				
5617	Resurface Crystal room floor to bare wood	6,000				
5618	Replace ice maker	2,500				
5601	Stage Curtain Replacement		5,000			
5618	Replace Single Door Freezer		3,500			
5625	Replace snow blower		1,500			
5623	Replace bathroom stall dividers		10,000			
5600	Replace LCD projector and add smart board			4,000		
5607	Rectangular tables & table carts			3,500		
5623	Replace hand dryers in all restrooms			5,000		
5623	Inside doors, refinishing, repair, edging			3,500		
5623	Replace gym #3 double door			4,000		
5613	Replace office carpet			8,500		
5603	Replace activity room chairs			3,800		
5602	Replace garbage disposals (2)			3,500		
5615	Maintenance basketball hoops/gym wall motors			3,000		
5623	Misc. repair/replace - rolldown doors (kitchen & office)				5,000	
5600	Replace screen in gym				4,000	
5601	Replace 8 conference room chairs				6,000	
5608	Replace convection ovens (2)				10,000	
5623	Maintenance, refinishing & repair edging of outside doors					1,200
5625	Replace carpet extractor					3,500
5612	Replace dishwasher					16,000
5615	Replace whiteboards & overhead screens					5,000
	TOTAL COMMUNITY CENTER	91,000	45,000	38,800	30,000	25,700

TOTAL EXPENDITURES	1,236,100	1,345,500	1,218,800	1,015,700	906,700
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FUNDING SOURCES						
	Special Assessment Income					
	Special Assessment Interest	26,000	24,000	22,000	20,000	18,000
	Special Assessment Income - Alley Projects	102,000	90,000	0		
	Local Government Aid	225,970	228,230	230,512	232,817	235,145
	HRG Recycling Grant	15,000				
	Grant - HCYSPG - BCP playground	65,000				
	Interest Income	123,297	124,418	155,878	182,782	212,063
	Interest Income - 10% to Fund Balance	(12,330)	(12,442)	(15,588)	(18,278)	(21,206)
	Xcel Energy Lighting Rebate	3,000				
	Sale of Property	20,000				
	Transfer from Storm Water Fund (Alley Const)	68,000	60,000	0		
	Transfer from General Fund (Tax Levy)	313,648	323,057	332,749	342,732	353,014
	TOTAL FUNDING SOURCES	949,585	837,264	725,552	760,052	797,015
	SURPLUS OR (DEFICIT)	(286,515)	(508,236)	(493,248)	(255,648)	(109,685)

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.

Year-end fund balance for the Major Building Replacement Fund was \$10,286,268 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.

The \$563,153 annual property tax levy for Crystal's share of the County Highway 81 reconstruction will be continued and used for various capital projects. Only \$200,000 is shown in 2015 since there may be cost overruns for Highway 81.

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	4,300,000	9,200,000	0	0	0
Total Capital Outlays	4,300,000	9,200,000	0	0	0
Funding Sources					
Property Tax Levy			563,153	563,153	563,153
Interest Income	60,000	30,000	-49,475	-49,001	-43,377
Transfers from EDA Fund	650,000				
Bond sale					
Utility Funds					
Total Funding Sources	710,000	30,000	513,678	514,152	519,776
Surplus/(Deficit)	-3,590,000	-9,170,000	513,678	514,152	519,776
Year End Fund Balance	6,696,268	-2,473,732	-1,960,054	-1,445,902	-926,126

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 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	186,984-	152,570-	115,920-	60,000-	30,000-	30,000-
4880 CHANGE IN F.V. OF INVESTMENTS	48,736-	33,008	94,752			
4800 TOTAL INVESTMENT EARNINGS	235,720-	119,562-	21,169-	60,000-	30,000-	30,000-
4900 TOTAL MISCELLANEOUS						
5000 TOTAL OTHER FINANCING SOURCES						
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS				650,000-		
5115 TRANSFER IN - GENERAL FUND		600,000-				
5100 TOTAL TRANSFERS IN		600,000-		650,000-		
4001 REVENUES	235,720-	719,562-	21,169-	710,000-	30,000-	30,000-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES		56,354	26,823			
6200 TOTAL PROFESSIONAL SERVICES		56,354	26,823			
6300 TOTAL CONTRACTUAL SERVICES						
6400 TOTAL UTILITIES						
6500 TOTAL SUPPLIES						
6600 TOTAL COMMUNICATIONS						
6650 TOTAL PRINTING AND ADVERTISING						
6700 TOTAL INSURANCE						
6800 TOTAL MISCELLANEOUS						
6900 TOTAL CAPITAL OUTLAY						
6905 LAND			17,040	3,000,000		
6910 BUILDINGS & STRUCTURES				5,000,000	9,200,000	9,200,000
6900 TOTAL CAPITAL OUTLAY			17,040	8,000,000	9,200,000	9,200,000
6001 EXPENDITURES AND EXPENSES		56,354	43,864	8,000,000	9,200,000	9,200,000
4000 REVENUES AND EXPENDITURES	235,720-	663,208-	22,695	7,290,000	9,170,000	9,170,000
00408 MAJOR BUILDING REPLACEMENT	235,720-	663,208-	22,695	7,290,000	9,170,000	9,170,000

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 \$132,046 will be made in 2015 to balance the PERF budget.

The 2015 budget provides for replacing two vehicles, a variety of small equipment and a remodeling project in the Police Department basement.

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00235 POLICE EQUIPMENT REVOLVING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4304 FEDERAL - BULLETPROOF VESTS	864-					
4300 TOTAL FED INTERGOVERNMENTAL	864-					
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS				30,135-	200-	200-
4349 STATE - BULLETPROOF VESTS		864-				
4345 TOTAL STATE INTERGOVERNMENTAL		864-		30,135-	200-	200-
4390 TOTAL OTHER INTERGOVERNMENTAL						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4425 ISSUER FEES ON CONDUIT DEBT				135,000-		
4400 TOTAL CH. FOR SERV. -GEN GOV'T				135,000-		
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	61,500-	49,645-	35,091-	28,170-	36,000-	36,000-
4880 CHANGE IN F.V. OF INVESTMENTS	16,030-	10,740	28,683			
4800 TOTAL INVESTMENT EARNINGS	77,530-	38,904-	6,408-	28,170-	36,000-	36,000-
4900 TOTAL MISCELLANEOUS						
4950 DONATIONS	1,400-		3,800-			
4900 TOTAL MISCELLANEOUS	1,400-		3,800-			
5000 TOTAL OTHER FINANCING SOURCES						
5039 PROCEEDS-SALE OF PROP/EQUIP	5,151-	34,142-	9,960-	36,168-	15,000-	15,000-
5000 TOTAL OTHER FINANCING SOURCES	5,151-	34,142-	9,960-	36,168-	15,000-	15,000-
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	102,300-	114,400-	125,700-	128,200-	132,046-	132,046-
5100 TOTAL TRANSFERS IN	102,300-	114,400-	125,700-	128,200-	132,046-	132,046-
4001 REVENUES	187,244-	188,311-	145,868-	357,673-	183,246-	183,246-
6001 EXPENDITURES AND EXPENSES						
6100 TOTAL EMPLOYEE BENEFITS						
6170 CLOTHING & CLOTHING ALLOW	6,912	4,470		4,800	20,000	20,000
6100 TOTAL EMPLOYEE BENEFITS	6,912	4,470		4,800	20,000	20,000
6300 TOTAL CONTRACTUAL SERVICES						
6440 TOTAL REPAIR & MAINT SERVICES						
6470 SERVICE CONTRACTS			1,455			
6440 TOTAL REPAIR & MAINT SERVICES			1,455			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES		2,789				
6500 TOTAL SUPPLIES		2,789				
6900 TOTAL CAPITAL OUTLAY						
6910 BUILDINGS & STRUCTURES					40,000	40,000
6920 MACHINERY AND EQUIPMENT	24,259	44,755	61,419	77,535	47,600	47,600

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup: 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6925 OFFICE EQUIP & FURNITURE	18,594					
6926 SOFTWARE				135,000		
6930 VEHICLES & TRAILERS	89,065	117,279	123,141	165,300	75,000	75,000
6900 TOTAL CAPITAL OUTLAY	131,918	162,033	184,560	377,835	162,600	162,600
7100 TOTAL DEBT SERVICE						
7110 PRINCIPAL PAYMENTS		11,019				
7120 INTEREST EXPENSE		1,382				
7100 TOTAL DEBT SERVICE		12,401				
7200 TOTAL OTHER FINANCING USES						
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	138,830	181,693	186,014	382,635	182,600	182,600
4000 REVENUES AND EXPENDITURES	48,414-	6,617-	40,146	24,962	646-	646-
00235 POLICE EQUIPMENT REVOLVING	48,414-	6,617-	40,146	24,962	646-	646-

Police Equipment Revolving Fund (Fund 235)
Multi-Year Capital Improvement Plan
2015 Adopted Budget

BU	Car	Project Description		2015	2016	2017	2018	2019
3501	200	2011 Ford Crown Victoria	Patrol/traffic		45,000			
3502	201	2013 Ford Interceptor sedan	Patrol		45,000			
3503	202	2011 Ford Crown Victoria	Patrol					41,000
3504	203	2014 Ford Interceptor	Patrol				41,000	
3505	204	2013 Ford Interceptor	Patrol			40,000		
3506	205	2014 Ford Interceptor	Chief					35,000
3507	206	2007 Chevy Impala, blue	Investigations			30,000		
3509	208	2013 Ford Interceptor	Patrol			40,000		
3510	209	2008 Chevy Impala, silver	Deputy Chief	30,000				
3511	210	2013 Ford Interceptor	C.S.O.	45,000				45,000
3512	211	2014 Ford Interceptor	Patrol				41,000	
3513	212	2009 Chevy Impala, unmarked	Investigations				32,000	
3515	214	2010 Ford Crown Victoria	Patrol Lieutenant					41,000
3516	215	2014 Ford Interceptor	Patrol Supervisors			40,000		
3526	225	2009 Ford Crown Victoria, unmark	Investigations Lieutenant				32,000	
3535		Mobile radios (\$5,000 each)		15,000	15,000	20,000		
3536		Mobile Data Computers (\$6,000 each)		12,000	18,000	18,000	12,000	18,000
3537		Mobile Radar/Lidar Replacement (\$3,600 each)		7,200	10,800		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 (31 needed at \$1,300 each)		5,200	6,500	14,300		
3542		Gas masks				2,700		
3544		Evidence manager system				2,400		
3545		Handgun / rifle replacement				16,000		
3546		Portable radios (\$2,960 each)			14,800	14,800		
3547		Bullet-proof vests		20,000	10,000			
3548		Tactical vests (\$2,400 each)				7,200		
3549		Auto theft prevention equipment		200				
3550		Remodel basement		40,000				
Total				182,600	197,100	259,400	172,600	186,000

Funding Sources

Federal grant - bullet-proof vests			2,200		
State grant - auto theft prevention	200				
Interest Income	40,000	47,116	62,842	77,570	95,012
Interest Income - 10% to Fund Balance	-4,000	-4,712	-6,284	-7,757	-9,501
Sale of Property	15,000	15,000	15,000	15,000	15,000
Operating Transfer from General Fund	132,046	136,007	140,088	144,290	148,619
Total	183,246	193,412	213,845	229,104	249,130
Budgeted Expenditures -Over / Under Funding Sources	646	-3,688	-45,555	56,504	63,130

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 may 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 \$645,000 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 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00409 FIRE EQUIPMENT REVOLVING						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	4,981-	9,695-	7,167-	6,300-	6,400-	6,400-
4880 CHANGE IN F.V. OF INVESTMENTS	1,298-	2,098	5,858			
4800 TOTAL INVESTMENT EARNINGS	6,280-	7,598-	1,309-	6,300-	6,400-	6,400-
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	725,000-					
5100 TOTAL TRANSFERS IN	725,000-					
4001 REVENUES	731,280-	7,598-	1,309-	6,300-	6,400-	6,400-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6240 FIRE PROTECTION SERVICES	636,856					
6200 TOTAL PROFESSIONAL SERVICES	636,856					
7400 TOTAL TRANSFERS OUT						
6001 EXPENDITURES AND EXPENSES	636,856					
4000 REVENUES AND EXPENDITURES	94,424-	7,598-	1,309-	6,300-	6,400-	6,400-
00409 FIRE EQUIPMENT REVOLVING	94,424-	7,598-	1,309-	6,300-	6,400-	6,400-

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.

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. Seal coat projects will be assessed to property owners if they take place after the reconstruction assessments have been paid.

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>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Funding Sources					
Special assessments	116,322	105,550	240,376	196,188	285,868
Interest Income	10,800	18,600	24,500	9,000	-9,900
Other city reimbursement		6,750	62,500	17,600	14,600
State Aid Streets				528,000	101,626
General Fund transfer	74,300	76,529	78,825	81,190	83,625
Total Funding Sources	201,422	207,429	406,201	831,978	475,819
Capital Outlays					
Street Phase 1-3 patching	40,000	20,000			
Phases 4 & 8 sealcoat		202,570			
Phases 5 & 9 sealcoat				156,600	
Phases 10 sealcoat					141,215
Phase 1 mill & overlay					
Phase 2 mill & overlay			1,270,000		
Phase 3 mill & overlay				1,365,000	
Phase 4 mill & overlay					903,000
Total Capital Outlays	40,000	222,570	1,270,000	1,521,600	1,044,215
Surplus/ -Deficit	161,422	-15,141	-863,799	-689,622	-568,396

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup: 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00410 STREET MAINTENANCE						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIALASSESS - INCOME	14,156-	14,543-	13,837-	13,088-	100,000-	100,000-
4060 SPECIALASSESS - DELINQUENT		811-	403-			
4065 SPECIALASSESS - PREPAID	4,941-	9,177-	20,541-	7,853-	6,000-	6,000-
4070 SPECIALASSESS - PENALTIES	90-	555-	250-			
4075 SPECIALASSESS - INTEREST	15,805-	12,301-	10,873-	9,423-	10,322-	10,322-
4050 TOTAL SPECIAL ASSESSMENTS	34,992-	37,387-	45,904-	30,364-	116,322-	116,322-
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4430 TAXABLE-COPIES, MAPS, DOCS, ETC	28-	28-	9-			
4400 TOTAL CH. FOR SERV. -GEN GOV'T	28-	28-	9-			
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	37,368-	29,517-	20,890-	18,461-	10,800-	10,800-
4880 CHANGE IN F.V. OF INVESTMENTS	9,740-	6,386	17,075			
4800 TOTAL INVESTMENT EARNINGS	47,107-	23,131-	3,815-	18,461-	10,800-	10,800-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER	9,398-		20,717-			
4900 TOTAL MISCELLANEOUS	9,398-		20,717-			
5100 TOTAL TRANSFERS IN						
5115 TRANSFER IN - GENERAL FUND	167,250-	69,300-	71,400-	72,800-	74,300-	74,300-
5100 TOTAL TRANSFERS IN	167,250-	69,300-	71,400-	72,800-	74,300-	74,300-
4001 REVENUES	258,775-	129,846-	141,845-	121,625-	201,422-	201,422-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	5,069	84	80			
6200 TOTAL PROFESSIONAL SERVICES	5,069	84	80			
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	322,614	147,168	97,229	1,080,044		
6300 TOTAL CONTRACTUAL SERVICES	322,614	147,168	97,229	1,080,044		
6400 TOTAL UTILITIES						
6440 TOTAL REPAIR & MAINT SERVICES						
6471 PAINTING - SIGNALS & STRIPING		6,244	16,906			
6440 TOTAL REPAIR & MAINT SERVICES		6,244	16,906			
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	4,809	4,809	12,611			
6480 TOTAL RENTALS	4,809	4,809	12,611			
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	461	651				
6550 STREET MAINTENANCE MATERIALS	6,555	6,072	33,014	50,000	40,000	40,000
6500 TOTAL SUPPLIES	7,015	6,723	33,014	50,000	40,000	40,000
6600 TOTAL COMMUNICATIONS						

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 14, known as the Lions Park neighborhood, will be reconstructed in 2015.

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>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Funding Sources					
Special assessments	1,139,957	1,596,081	1,807,409	638,583	560,339
State aid for streets	600,000	600,000	600,000	100,000	570,000
Interest Income	32,000	19,000	38,000	28,000	5,000
Other city reimbursement		269,158		340,110	
Utility reimbursement		816,362	1,225,860		
Sale of bonds	2,307,950	4,022,335	4,019,689		
Total Funding Sources	4,079,907	7,322,936	7,690,958	1,106,693	1,135,339
Capital Outlays					
Admin & pavement study	1,900	2,000	19,050	2,100	2,150
Phase 13, Becker Park					
Phase 14, Lions Park	5,464,854	747,243			
Phase 15, Twin Oaks	227,168	5,657,215	1,478,894		
Phase 16, Skyway	25,000	230,370	7,028,422	2,051,762	
Total Capital Outlays	5,718,922	6,636,828	8,526,386	2,053,862	2,150
Surplus/ -Deficit	-1,639,015	686,108	-835,408	-947,169	1,133,189

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00415 STREET RECONSTRUCTION						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	207,019-	172,494-	137,323-	252,388-	296,960-	296,960-
4060 SPECIAL ASSESS - DELINQUENT	7,263-	3,617-	9,235-			
4065 SPECIAL ASSESS - PREPAID	740,108-	1,183,001-	865,618-		749,125-	749,125-
4070 SPECIAL ASSESS - PENALTIES	2,757-	1,912-	3,839-			
4075 SPECIAL ASSESS - INTEREST	86,356-	88,224-	94,203-	92,184-	93,872-	93,872-
4050 TOTAL SPECIAL ASSESSMENTS	1,043,503-	1,449,247-	1,110,219-	344,572-	1,139,957-	1,139,957-
4345 TOTAL STATE INTERGOVERNMENTAL						
4385 STATE - STREET AID	1,830,209-	630,682-	601,059-	320,000-	600,000-	600,000-
4345 TOTAL STATE INTERGOVERNMENTAL	1,830,209-	630,682-	601,059-	320,000-	600,000-	600,000-
4400 TOTAL CH. FOR SERV. - GEN GOV'T						
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	67,181-	64,427-	35,507-	25,398-	32,000-	32,000-
4880 CHANGE IN F.V. OF INVESTMENTS	17,510-	13,938	29,023			
4800 TOTAL INVESTMENT EARNINGS	84,692-	50,488-	6,484-	25,398-	32,000-	32,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS			5,827-			
4915 REIMBURSEMENT - OTHER	180,474-	222,044-	314,274-	322,136-		
4900 TOTAL MISCELLANEOUS	180,474-	222,044-	320,101-	322,136-		
5000 TOTAL OTHER FINANCING SOURCES						
5005 ISSUANCE OF BONDS	1,704,489-	2,635,000-	3,235,000-		2,307,950-	2,307,950-
5020 PREMIUM ON BONDS ISSUED		70,531-	58,626-			
5000 TOTAL OTHER FINANCING SOURCES	1,704,489-	2,705,531-	3,293,626-		2,307,950-	2,307,950-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	4,843,366-	5,057,992-	5,331,489-	1,012,106-	4,079,907-	4,079,907-
6001 EXPENDITURES AND EXPENSES						
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	585,872	790,184	569,603	305,526	1,002,168	1,002,168
6225 BANK CHARGES & CR CARD FEES	2,251	4,704	3,093			
6200 TOTAL PROFESSIONAL SERVICES	588,123	794,888	572,696	305,526	1,002,168	1,002,168
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	35,763	47,466	56,444			
6315 TREE TRIM / REMOVAL SERVICES		350				
6360 ST RECONSTRUCTION - CONTRACTUAL	2,236,039	4,438,769	4,829,821	498,786	4,661,100	4,661,100
6300 TOTAL CONTRACTUAL SERVICES	2,271,802	4,486,584	4,886,265	498,786	4,661,100	4,661,100
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP		3,099				
6480 TOTAL RENTALS		3,099				
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	147	197	4,650			
6530 LANDSCAPE MAT'LS & SUPPLIES		282				

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Budget Report

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6535 EQUIP MAINT SUPPLIES			35			
6500 TOTAL SUPPLIES	147	479	4,686			
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	639	294	686			
6690 ADVERTISING - GENERAL	322	535				
6650 TOTAL PRINTING AND ADVERTISING	961	829	686			
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	1,080	3,339	3,055			
6800 TOTAL MISCELLANEOUS	1,080	3,339	3,055			
6900 TOTAL CAPITAL OUTLAY						
7100 TOTAL DEBT SERVICE						
7140 DEBT ISSUANCE COSTS	28,959	48,333	55,726		45,254	45,254
7100 TOTAL DEBT SERVICE	28,959	48,333	55,726		45,254	45,254
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					
7410 TRANSFER OUT- OTHER FUNDS					10,400	10,400
7200 TOTAL OTHER FINANCING USES	17,391				10,400	10,400
6001 EXPENDITURES AND EXPENSES	2,918,844	5,347,932	5,533,713	804,312	5,718,922	5,718,922
4000 REVENUES AND EXPENDITURES	1,924,523-	289,940	202,224	207,794-	1,639,015	1,639,015
00415 STREET RECONSTRUCTION	1,924,523-	289,940	202,224	207,794-	1,639,015	1,639,015

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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	0.40	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, watermain, 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.

2015 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	\$2,306,187	Cost of water purchased from the City of Minneapolis through the JWC (Cities of Crystal, Golden Valley & New Hope)
6370 / Service connection fees	\$50,000	Annual fee of \$6.36 per water connection charged by the MN Dept. of Health for water testing
7412 / Transfer out to General Fund	\$128,955	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 2015, the water charges are scheduled to increase:

	<u>2014</u>	<u>2015</u>
Tier 1 - Retail rate per 1,000 gallons	4.30	4.50
Tier 2 – Retail rate per 1,000 gallons	4.70	4.90
Tier 3 – Retail rate per 1,000 gallons	5.10	5.30

In 2015 there will be a new emergency well surcharge of \$0.21 per 1,000 gallons to pay for Crystal's share of the JWC project to drill three emergency water wells.

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00505 WATER UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4050 TOTAL SPECIAL ASSESSMENTS						
4055 SPECIAL ASSESS - INCOME	5,613	248	162			
4060 SPECIAL ASSESS - DELINQUENT		4,433-	6,121-			
4070 SPECIAL ASSESS - PENALTIES	10,001-	12,660-	19,576-	12,000-	15,000-	15,000-
4075 SPECIAL ASSESS - INTEREST	53,814-	45,781-	43,684-	48,000-	45,000-	45,000-
4050 TOTAL SPECIAL ASSESSMENTS	58,202-	62,626-	69,218-	60,000-	60,000-	60,000-
4300 TOTAL FED INTERGOVERNMENTAL						
4320 FEDERAL - FEMA DISASTER AID			14,293-			
4300 TOTAL FED INTERGOVERNMENTAL			14,293-			
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	2,484,167-	2,720,583-	2,569,529-	2,910,000-	2,946,000-	2,946,000-
4660 UTILITY PENALTIES	53,047-	57,437-	52,053-	60,000-	54,000-	54,000-
4665 REIMBURSEMENT -JWC	12,110-	12,344-	16,247-	12,000-	12,000-	12,000-
4650 TOTAL CH. FOR SERV -ENTERPRISE	2,549,323-	2,790,363-	2,637,830-	2,982,000-	3,012,000-	3,012,000-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	56,953-	40,061-	24,253-	23,300-	15,000-	15,000-
4880 CHANGE IN F.V. OF INVESTMENTS	14,844-	8,667	19,824			
4800 TOTAL INVESTMENT EARNINGS	71,798-	31,394-	4,429-	23,300-	15,000-	15,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	10,916-	18,405-	11,450-	15,000-	12,000-	12,000-
4915 REIMBURSEMENT -OTHER	3,740-					
4946 JWC- \$.02/1000 GAL GEN/ADM FEE	11,512-	12,691-	11,517-	12,000-	12,000-	12,000-
4947 SALE OF METERS & PARTS	7,518-	4,821-	8,574-	6,000-	12,000-	12,000-
4948 STATE TESTING FEE BILLED	50,186-	49,531-	49,797-	50,000-	50,000-	50,000-
4955 CERTIFICATION FEES - UB	24,325-	22,995-	22,575-	24,000-	22,500-	22,500-
4900 TOTAL MISCELLANEOUS	108,197-	108,443-	103,912-	107,000-	108,500-	108,500-
5000 TOTAL OTHER FINANCING SOURCES						
5003 NET INCOME FROM JOINT VENTURE	193,633-	159,919-	211,392-		254,802-	254,802-
5040 GAIN ON DISPOSITION OF ASSETS	7,333-		17,100-			
5000 TOTAL OTHER FINANCING SOURCES	200,966-	159,919-	228,492-		254,802-	254,802-
5100 TOTAL TRANSFERS IN						
5110 TRANSFER IN - OTHER FUNDS				75,415-		
5100 TOTAL TRANSFERS IN				75,415-		
4001 REVENUES	2,988,486-	3,152,745-	3,058,174-	3,247,715-	3,450,302-	3,450,302-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	195,317	211,305	218,339	225,894	235,006	235,006
6015 OVERTIME-REGULAR EMPLOYEES	5,773	5,525	8,194	6,400	6,400	6,400
6050 SALARIES/WAGES-TEMP EMPLOYEES	2,141	1,907	2,140	3,200	3,800	3,800
6055 OVERTIME-TEMP EMPLOYEES	12	6	22			
6060 DEMO REIMB FROM EDA/TIF FUNDS	2,198-	399-				
6003 TOTAL SALARIES AND WAGES	201,044	218,343	228,695	235,494	245,206	245,206
6100 TOTAL EMPLOYEE BENEFITS						

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6105 S SEC / MEDICARE	14,803	15,820	16,474	18,015	18,758	18,758
6110 PERA - COORDINATED	14,577	15,100	15,775	16,841	18,105	18,105
6140 HEALTH INSURANCE	34,382	33,415	36,050	45,169	49,894	49,894
6142 HEALTH SAVINGS ACCOUNTS	1,995	2,650	3,818			
6145 DENTAL INSURANCE	361	461	461	461	461	461
6150 LIFE INSURANCE	78	86	87	83	88	88
6155 RETIRE HLTH SAVINGS PLAN	2,324	2,380	2,766	2,584	2,946	2,946
6170 CLOTHING & CLOTHING ALLOW	773	802	879	900	840	840
6185 WORKERS COMP INSURANCE	4,226	4,722	5,054	5,031	6,188	6,188
6188 OPEB ANNUAL ADJUSTMENT	939	2,390	2,325			
6195 COMPENSATED ABSENCES	882	3,695				
6100 TOTAL EMPLOYEE BENEFITS	75,339	81,520	83,689	89,084	97,280	97,280
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	8,663	8,038	8,842	12,000	12,000	12,000
6225 BANK CHARGES & CR CARD FEES	4,099	3,736	4,197	4,000	4,500	4,500
6200 TOTAL PROFESSIONAL SERVICES	12,762	11,774	13,039	16,000	16,500	16,500
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,758	5,178	8,885	9,600	9,600	9,600
6320 LOGIS SERVICES	19,068	18,720	19,569	20,155	21,236	21,236
6365 WATER CHARGES - JWC	2,107,594	2,258,408	2,070,227	2,322,454	2,306,187	2,306,187
6366 WATER-ADDTL \$.02/1000 GAL-JWC	11,512	12,691	11,517	12,000	12,000	12,000
6370 SERVICE CONN FEES - WATER	49,880	50,503	49,257	52,000	50,000	50,000
6300 TOTAL CONTRACTUAL SERVICES	2,190,812	2,345,500	2,159,455	2,416,209	2,399,023	2,399,023
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	1,375	1,259	1,472	1,440	1,600	1,600
6410 GAS SERVICE	1,084	727	1,136	1,200	1,200	1,200
6415 RUBBISH REMOVAL	294	349	329	400	400	400
6420 CITY UTILITY CHARGES	896	1,080	8,440	1,100	1,200	1,200
6400 TOTAL UTILITIES	3,648	3,414	11,378	4,140	4,400	4,400
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	1,243	9		1,200	1,200	1,200
6450 EQUIPMENT R & M SERVICES	3,457	562	1,163	1,200	1,200	1,200
6455 VEHICLE R & M SERVICES	1,614	84	2,286	1,400	1,400	1,400
6466 WATER REPAIR - CONTRACTUAL	94,423	105,071	158,237	30,000	30,000	30,000
6470 SERVICE CONTRACTS	3,112	3,430	3,308	3,500	27,000	27,000
6440 TOTAL REPAIR & MAINT SERVICES	103,848	109,157	164,994	37,300	60,800	60,800
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	253		388	500	500	500
6480 TOTAL RENTALS	253		388	500	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	4,209	4,903	4,560	5,000	5,500	5,500
6525 BLDG REPAIR/MAINT SUPPLIES	85	220	599	1,000	1,000	1,000
6530 LANDSCAPE MAT'LS & SUPPLIES		634		500	500	500
6535 EQUIP MAINT SUPPLIES	1,056	2,185	811	4,000	4,000	4,000
6540 VEHICLE SUPPLIES	2,452	2,461	2,731	2,500	3,000	3,000
6545 MOTOR FUELS	10,314	10,169	11,542	10,600	12,000	12,000
6550 STREET MAINTENANCE MATERIALS	8,871	6,838	5,465	10,000	10,000	10,000
6555 SAFETY SUPPLIES	406	462	544	900	900	900
6575 UTILITY SYSTEM MAINT SUPPLIES	16,391	1,635-	15,974	16,000	16,000	16,000

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6500 TOTAL SUPPLIES	43,785	26,235	42,227	50,500	52,900	52,900
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	4,953	1,528		1,500	1,500	1,500
6610 PHONE SERVICES	389	509	642	700	700	700
6620 DELIVERY CHARGES	11	11		100	100	100
6600 TOTAL COMMUNICATIONS	5,352	2,047	642	2,300	2,300	2,300
6650 TOTAL PRINTING AND ADVERTISING						
6655 PRINTING - NEWSLETTERS	294	453	642	600	600	600
6660 PRINTING - NOTICES/ORDINANCES	189		176	600	600	600
6650 TOTAL PRINTING AND ADVERTISING	483	453	818	1,200	1,200	1,200
6700 TOTAL INSURANCE						
6705 INSURANCE	7,172	7,599	7,365	4,803	4,975	4,975
6700 TOTAL INSURANCE	7,172	7,599	7,365	4,803	4,975	4,975
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	1,640	1,578	1,291	2,000	3,500	3,500
6820 DUES AND SUBSCRIPTIONS	1,736	453	408	1,000	1,000	1,000
6830 LICENSES, PERMITS AND TAXES	823	269	866	800	800	800
6840 BOOKS AND PUBLICATIONS	131	78	78	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	4,036	1,366	1,390	4,000	4,000	4,000
6800 TOTAL MISCELLANEOUS	8,366	3,745	4,033	7,900	9,400	9,400
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	3,754	3,754	3,754	3,884	1,656	1,656
7015 DEPR-IMPROVE OTHER THAN BLDGS				850		
7020 DEPR-MACHINERY & EQUIPMENT	110,120	120,026	120,026	120,018	120,018	120,018
7025 DEPR-OFFICE EQUIP & FURNITURE	5,858	5,858	5,858	5,858	14,000	14,000
7030 DEPR-VEHICLES & TRAILERS	7,881	7,881	7,881	4,530	3,618	3,618
7035 DEPR-INFRA-UTILITY SYSTEMS	31,201	35,119	46,055	48,330	48,399	48,399
7000 TOTAL DEPRECIATION	158,814	172,637	183,574	183,470	187,691	187,691
7100 TOTAL DEBT SERVICE						
7120 INTEREST EXPENSE					12,000	12,000
7100 TOTAL DEBT SERVICE					12,000	12,000
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	118,913	112,320	117,472			
7180 TOTAL INTERFUND SERVICES USED	118,913	112,320	117,472			
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS			74,887			
7200 TOTAL OTHER FINANCING USES			74,887			
7400 TOTAL TRANSFERS OUT						
7412 TRANSFER OUT-GENERAL FUND				118,451	128,955	128,955
7400 TOTAL TRANSFERS OUT				118,451	128,955	128,955
6001 EXPENDITURES AND EXPENSES	2,930,591	3,094,744	3,092,654	3,167,351	3,223,130	3,223,130
4000 REVENUES AND EXPENDITURES	57,895-	58,001-	34,481	80,364-	227,172-	227,172-

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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	0.40	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.

2015 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 and continuing the center pick hole manhole cover replacement program.

Budget Highlights

Line Item/Description	Amount	Discussion
6375 / Sewage disposal charges – Metro Council Environmental Services	\$1,382,985	Sewage treatment fee paid to the Metropolitan Council Environment Services. This is influenced by the MCES operating costs and the amount of infiltration & inflow.
7412 / Transfer out to General Fund	\$128,955	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 2015 to \$50.00 per quarter, up from the \$48.60 per quarter that is in effect for 2014. Commercial sewer rates will also increase to \$2.21 per unit of water as compared with the \$2.15 per unit of water that is in effect for 2014.

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Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00510 SEWER UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4320 FEDERAL - FEMA DISASTER AID			5,086-			
4300 TOTAL FED INTERGOVERNMENTAL			5,086-			
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	1,931,083-	1,936,762-	1,955,517-	2,012,300-	2,069,250-	2,069,250-
4660 UTILITY PENALTIES	36,371-	35,792-	35,337-	37,000-	36,000-	36,000-
4695 CREDIT - SR/DISABLED DISCOUNT	47,711	45,208	45,454	46,000	46,000	46,000
4698 CREDIT - SENIOR RENTAL REBATE	6,579	7,620	5,861	6,000	6,000	6,000
4650 TOTAL CH. FOR SERV -ENTERPRISE	1,913,165-	1,919,725-	1,939,539-	1,997,300-	2,053,250-	2,053,250-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	90,039-	69,059-	49,465-	38,000-	28,000-	28,000-
4810 INTEREST - INTERNAL FUNDS					6,000-	6,000-
4880 CHANGE IN F.V. OF INVESTMENTS	23,468-	14,941	40,432			
4800 TOTAL INVESTMENT EARNINGS	113,507-	54,118-	9,033-	38,000-	34,000-	34,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	11,558-	3,388-	2,569-	6,000-	3,600-	3,600-
4900 TOTAL MISCELLANEOUS	11,558-	3,388-	2,569-	6,000-	3,600-	3,600-
5000 TOTAL OTHER FINANCING SOURCES						
5040 GAIN ON DISPOSITION OF ASSETS	7,333-		17,100-			
5000 TOTAL OTHER FINANCING SOURCES	7,333-		17,100-			
4001 REVENUES	2,045,563-	1,977,231-	1,973,327-	2,041,300-	2,090,850-	2,090,850-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	195,317	211,305	218,339	225,894	235,006	235,006
6015 OVERTIME-REGULAR EMPLOYEES	5,773	5,525	8,194	6,400	6,400	6,400
6050 SALARIES/WAGES-TEMP EMPLOYEES	2,141	1,907	2,140	3,200	3,800	3,800
6055 OVERTIME-TEMP EMPLOYEES	12	6	22			
6060 DEMO REIMB FROM EDA/TIF FUNDS	2,198-	399-				
6003 TOTAL SALARIES AND WAGES	201,044	218,343	228,695	235,494	245,206	245,206
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	14,803	15,820	16,474	18,015	18,758	18,758
6110 PERA - COORDINATED	14,577	15,100	15,775	16,841	18,105	18,105
6140 HEALTH INSURANCE	34,382	33,570	36,050	45,169	49,894	49,894
6142 HEALTH SAVINGS ACCOUNTS	1,995	2,650	3,818			
6145 DENTAL INSURANCE	361	461	461	461	461	461
6150 LIFE INSURANCE	78	86	87	83	88	88
6155 RETIRE HLTH SAVINGS PLAN	2,324	2,380	2,766	2,584	2,946	2,946
6170 CLOTHING & CLOTHING ALLOW	773	802	773	900	840	840
6185 WORKERS COMP INSURANCE	4,226	4,722	5,054	5,031	6,188	6,188
6188 OPEB ANNUAL ADJUSTMENT	939	2,390	2,325			
6195 COMPENSATED ABSENCES	882	3,695				
6100 TOTAL EMPLOYEE BENEFITS	75,339	81,675	83,583	89,084	97,280	97,280
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	2,342	1,729	6,057	2,400	2,400	2,400

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6225 BANK CHARGES & CR CARD FEES	253	444	614	750	780	780
6200 TOTAL PROFESSIONAL SERVICES	2,595	2,173	6,671	3,150	3,180	3,180
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	2,227	5,178	8,530	9,600	9,600	9,600
6320 LOGIS SERVICES	19,068	18,720	19,569	20,155	21,236	21,236
6375 SEWAGE DISPOSAL CHARGES - MCES	1,279,669	1,246,377	1,270,154	1,319,193	1,382,985	1,382,985
6300 TOTAL CONTRACTUAL SERVICES	1,300,963	1,270,275	1,298,253	1,348,948	1,413,821	1,413,821
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	19,912	15,381	18,930	18,000	20,000	20,000
6410 GAS SERVICE	1,519	1,076	1,649	1,600	1,700	1,700
6415 RUBBISH REMOVAL	294	349	329	400	400	400
6420 CITY UTILITY CHARGES	894	1,126	1,023	1,200	1,500	1,500
6400 TOTAL UTILITIES	22,619	17,932	21,932	21,200	23,600	23,600
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	2,664			1,200	1,200	1,200
6450 EQUIPMENT R & M SERVICES	286	3,518	1,996	1,500	1,500	1,500
6455 VEHICLE R & M SERVICES	1,485	65	2,079	1,000	1,000	1,000
6460 STREET R & M SERVICES				1,000	1,000	1,000
6467 SEWER REPAIR - CONTRACTUAL	3,767	10,471	300	10,000	10,000	10,000
6468 LIFT STAT REPAIR - CONTRACTUAL		5,084	13,121	5,000	5,000	5,000
6470 SERVICE CONTRACTS	112	224	111	200	200	200
6440 TOTAL REPAIR & MAINT SERVICES	8,314	19,362	17,607	19,900	19,900	19,900
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP			43	1,000	500	500
6480 TOTAL RENTALS			43	1,000	500	500
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	3,622	5,292	3,281	6,000	6,000	6,000
6525 BLDG REPAIR/MAINT SUPPLIES	105	167	472	1,500	1,500	1,500
6530 LANDSCAPE MAT'LS & SUPPLIES				200	200	200
6535 EQUIP MAINT SUPPLIES	3,849	5,379	1,588	6,500	6,500	6,500
6540 VEHICLE SUPPLIES	1,053	2,895	2,062	2,500	2,500	2,500
6545 MOTOR FUELS	10,314	10,169	11,542	10,600	12,000	12,000
6550 STREET MAINTENANCE MATERIALS		1,228	274	3,000	4,000	4,000
6555 SAFETY SUPPLIES	393	412	524	750	750	750
6575 UTILITY SYSTEM MAINT SUPPLIES	21,876	13,453	11,474	18,000	18,000	18,000
6580 SEWER LINE REPAIR SUPPLIES				2,500	2,500	2,500
6585 LIFT STATION REPAIR SUPPLIES	1,007	2,904	6,512	4,000	5,000	5,000
6500 TOTAL SUPPLIES	42,221	41,900	37,728	55,550	58,950	58,950
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	4,878	1,482		1,500	1,500	1,500
6610 PHONE SERVICES	896	1,016	1,433	1,100	1,100	1,100
6600 TOTAL COMMUNICATIONS	5,774	2,498	1,433	2,600	2,600	2,600
6650 TOTAL PRINTING AND ADVERTISING						
6690 ADVERTISING - GENERAL				250	250	250
6650 TOTAL PRINTING AND ADVERTISING				250	250	250
6700 TOTAL INSURANCE						
6705 INSURANCE	7,504	7,377	6,325	18,436	23,480	23,480

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6700 TOTAL INSURANCE	7,504	7,377	6,325	18,436	23,480	23,480
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	2,005	1,731	1,885	2,000	3,500	3,500
6820 DUES AND SUBSCRIPTIONS	40	370	150	600	600	600
6830 LICENSES, PERMITS AND TAXES	51	116	23	150	150	150
6840 BOOKS AND PUBLICATIONS	62	78	78	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	2,164	1,155	792	1,800	1,800	1,800
6800 TOTAL MISCELLANEOUS	4,322	3,450	2,928	4,650	6,150	6,150
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	3,681	3,681	3,681	3,810	3,677	3,677
7020 DEPR-MACHINERY & EQUIPMENT	20,785	20,168	20,117	18,028	30,204	30,204
7026 DEPR-SOFTWARE					4,000	4,000
7030 DEPR-VEHICLES & TRAILERS	7,880	7,880	7,880	4,530	7,507	7,507
7035 DEPR-INFRA-UTILITY SYSTEMS	107,022	65,663	72,115	82,323	91,698	91,698
7000 TOTAL DEPRECIATION	139,368	97,392	103,794	108,691	137,086	137,086
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	118,913	112,320	117,472			
7180 TOTAL INTERFUND SERVICES USED	118,913	112,320	117,472			
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS			1,200			
7200 TOTAL OTHER FINANCING USES			1,200			
7400 TOTAL TRANSFERS OUT						
7412 TRANSFER OUT-GENERAL FUND				118,451	128,955	128,955
7400 TOTAL TRANSFERS OUT				118,451	128,955	128,955
6001 EXPENDITURES AND EXPENSES	1,928,975	1,874,699	1,927,664	2,027,404	2,160,958	2,160,958
4000 REVENUES AND EXPENDITURES	116,587-	102,532-	45,663-	13,896-	70,108	70,108
00510 SEWER UTILITY	116,587-	102,532-	45,663-	13,896-	70,108	70,108

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>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 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	0.20	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.

2015 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.

Budget Highlights

Line Item/Description	Amount	Discussion
7412 / Transfer out to General Fund	\$34,700	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	\$68,000	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 \$11.70 per quarter that is in effect for 2014 to \$12.60 per quarter in 2015. Commercial storm drainage rates will increase from \$292.50 per acre in 2014 to \$315.00 per acre in 2015.

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00515 STORM DRAINAGE UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4300 TOTAL FED INTERGOVERNMENTAL						
4320 FEDERAL - FEMA DISASTER AID			2,642-			
4300 TOTAL FED INTERGOVERNMENTAL			2,642-			
4345 TOTAL STATE INTERGOVERNMENTAL						
4347 STATE - MISCELLANEOUS	347,404-					
4345 TOTAL STATE INTERGOVERNMENTAL	347,404-					
4390 TOTAL OTHER INTERGOVERNMENTAL						
4393 LOCAL - MISCELLANEOUS		1,695-				
4390 TOTAL OTHER INTERGOVERNMENTAL		1,695-				
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	644,038-	667,073-	707,955-	760,500-	819,000-	819,000-
4660 UTILITY PENALTIES	8,971-	9,193-	9,049-	10,400-	9,800-	9,800-
4650 TOTAL CH. FOR SERV -ENTERPRISE	653,009-	676,265-	717,005-	770,900-	828,800-	828,800-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	29,385-	18,139-	6,951-	100-	300-	300-
4880 CHANGE IN F.V. OF INVESTMENTS	7,659-	3,924	5,682			
4800 TOTAL INVESTMENT EARNINGS	37,044-	14,215-	1,269-	100-	300-	300-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	3,752-	1,354-	5,240-			
4900 TOTAL MISCELLANEOUS	3,752-	1,354-	5,240-			
5000 TOTAL OTHER FINANCING SOURCES						
5040 GAIN ON DISPOSITION OF ASSETS	7,333-	1,404-	17,100-			
5000 TOTAL OTHER FINANCING SOURCES	7,333-	1,404-	17,100-			
5095 TOTAL CAPITAL CONTRIBUTIONS						
5096 CAPITAL CONTRIBUTIONS	590,656-	251,239-	1,550,646-			
5095 TOTAL CAPITAL CONTRIBUTIONS	590,656-	251,239-	1,550,646-			
4001 REVENUES	1,639,199-	946,173-	2,293,902-	771,000-	829,100-	829,100-
6001 EXPENDITURES AND EXPENSES						
6003 TOTAL SALARIES AND WAGES						
6010 SALARIES/WAGES-REG EMPLOYEES	97,658	105,652	109,170	112,947	117,503	117,503
6015 OVERTIME-REGULAR EMPLOYEES	2,887	2,762	4,097	3,200	3,200	3,200
6050 SALARIES/WAGES-TEMP EMPLOYEES	3,878	7,028	8,090	18,000	16,980	16,980
6055 OVERTIME-TEMP EMPLOYEES	94	3	11			
6060 DEMO REIMB FROM EDA/TIF FUNDS	1,099-	199-				
6003 TOTAL SALARIES AND WAGES	103,418	115,246	121,368	134,147	137,683	137,683
6100 TOTAL EMPLOYEE BENEFITS						
6105 S SEC / MEDICARE	7,623	8,375	8,774	10,262	10,533	10,533
6110 PERA - COORDINATED	7,288	7,550	7,888	8,421	9,053	9,053
6140 HEALTH INSURANCE	17,191	16,785	18,025	22,585	24,947	24,947
6142 HEALTH SAVINGS ACCOUNTS	956	1,325	1,909			
6145 DENTAL INSURANCE	222	230	230	230	230	230
6150 LIFE INSURANCE	39	43	43	42	44	44

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Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6155 RETIRE HLTH SAVINGS PLAN	1,162	1,190	1,383	1,292	1,473	1,473
6170 CLOTHING & CLOTHING ALLOW	386	401	387	450	420	420
6185 WORKERS COMP INSURANCE	2,126	2,541	2,762	3,055	3,686	3,686
6188 OPEB ANNUAL ADJUSTMENT	469	1,194	1,163			
6190 UNEMPLOYMENT INSURANCE			1,596			
6195 COMPENSATED ABSENCES	441	1,847				
6100 TOTAL EMPLOYEE BENEFITS	37,904	41,481	44,160	46,337	50,386	50,386
6200 TOTAL PROFESSIONAL SERVICES						
6205 PROFESSIONAL SERVICES	43,900	3,215	6,197	15,000	15,000	15,000
6225 BANK CHARGES & CR CARD FEES	126	222	307	300	300	300
6200 TOTAL PROFESSIONAL SERVICES	44,027	3,437	6,504	15,300	15,300	15,300
6300 TOTAL CONTRACTUAL SERVICES						
6305 CONTRACTUAL SERVICES	81,261	170,756	89,238	4,800	4,800	4,800
6315 TREE TRIM / REMOVAL SERVICES				4,000	4,000	4,000
6320 LOGIS SERVICES	9,534	9,360	9,784	10,077	10,618	10,618
6300 TOTAL CONTRACTUAL SERVICES	90,795	180,116	99,022	18,877	19,418	19,418
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	6,015	4,152	5,151	5,000	5,400	5,400
6410 GAS SERVICE	542	363	568	600	600	600
6415 RUBBISH REMOVAL	147	174	273	200	300	300
6420 CITY UTILITY CHARGES	447	563	512	600	720	720
6400 TOTAL UTILITIES	7,151	5,253	6,503	6,400	7,020	7,020
6440 TOTAL REPAIR & MAINT SERVICES						
6445 BUILDING R & M SERVICES	756			500	500	500
6450 EQUIPMENT R & M SERVICES		64	893	500	500	500
6455 VEHICLE R & M SERVICES	742		508	200	200	200
6460 STREET R & M SERVICES		252		500	500	500
6465 UTILITY SYSTEMS R & M SERVICES	4,475	60,841	1,532		1,500	1,500
6470 SERVICE CONTRACTS	224	186	445	300	300	300
6440 TOTAL REPAIR & MAINT SERVICES	6,197	61,343	3,378	2,000	3,500	3,500
6480 TOTAL RENTALS						
6495 RENTALS - MACHINERY & EQUIP	2,371		416	1,000	1,000	1,000
6480 TOTAL RENTALS	2,371		416	1,000	1,000	1,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	1,877	1,778	1,402	3,000	3,000	3,000
6525 BLDG REPAIR/MAINT SUPPLIES	19	68	240	600	600	600
6530 LANDSCAPE MAT'L'S & SUPPLIES	4,593	44,811	20,626	500	1,000	1,000
6535 EQUIP MAINT SUPPLIES	429	481	282	750	750	750
6540 VEHICLE SUPPLIES	359	480	224	1,000	600	600
6545 MOTOR FUELS	5,157	5,084	5,771	5,300	6,000	6,000
6550 STREET MAINTENANCE MATERIALS		316		1,000	1,500	1,500
6555 SAFETY SUPPLIES	197	206	262	300	300	300
6575 UTILITY SYSTEM MAINT SUPPLIES	6,046	899	5,985	4,000	4,000	4,000
6585 LIFT STATION REPAIR SUPPLIES		447		1,000	1,000	1,000
6500 TOTAL SUPPLIES	18,677	54,569	34,793	17,450	18,750	18,750
6600 TOTAL COMMUNICATIONS						
6605 POSTAGE	2,439	741		750	750	750
6610 PHONE SERVICES	194	247	314	300	300	300

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
6600 TOTAL COMMUNICATIONS	2,633	988	314	1,050	1,050	1,050
6650 TOTAL PRINTING AND ADVERTISING						
6660 PRINTING - NOTICES/ORDINANCES	46	229	55	200	200	200
6650 TOTAL PRINTING AND ADVERTISING	46	229	55	200	200	200
6700 TOTAL INSURANCE						
6705 INSURANCE	3,670	4,035	3,174	2,064	1,433	1,433
6700 TOTAL INSURANCE	3,670	4,035	3,174	2,064	1,433	1,433
6800 TOTAL MISCELLANEOUS						
6810 TRAINING AND TRAVEL	238	362	300	300	1,800	1,800
6820 DUES AND SUBSCRIPTIONS	53,165	52,926	53,225	58,000	60,000	60,000
6830 LICENSES, PERMITS AND TAXES	120	420	120	500	500	500
6840 BOOKS AND PUBLICATIONS	31	39	39	100	100	100
6870 BAD DEBT - UB BANKRUPTCIES	989	250	165	450	450	450
6800 TOTAL MISCELLANEOUS	54,543	53,997	53,849	59,350	62,850	62,850
6900 TOTAL CAPITAL OUTLAY						
7000 TOTAL DEPRECIATION						
7011 DEPR-BLDGS & STRUCTURES	381	381	381	444	377	377
7020 DEPR-MACHINERY & EQUIPMENT	8,272	16,973	26,952	29,216	32,225	32,225
7030 DEPR-VEHICLES & TRAILERS	10,147	10,147	12,653	11,602	10,810	10,810
7035 DEPR-INFRA-UTILITY SYSTEMS	178,141	199,611	252,026	235,277	281,158	281,158
7000 TOTAL DEPRECIATION	196,941	227,112	292,012	276,539	324,570	324,570
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	31,998	30,224	31,610			
7180 TOTAL INTERFUND SERVICES USED	31,998	30,224	31,610			
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS		4,866	63,213			
7200 TOTAL OTHER FINANCING USES		4,866	63,213			
7400 TOTAL TRANSFERS OUT						
7412 TRANSFER OUT-GENERAL FUND				31,874	34,700	34,700
7425 TRANSFER OUT- EDA (ADMIN)	105,000					
7430 TRANSFER OUT- PIR FUND	35,203	73,659	49,594	88,000	68,000	68,000
7400 TOTAL TRANSFERS OUT	140,203	73,659	49,594	119,874	102,700	102,700
6001 EXPENDITURES AND EXPENSES	740,574	856,556	809,966	700,588	745,860	745,860
4000 REVENUES AND EXPENDITURES	898,625-	89,617-	1,483,936-	70,412-	83,240-	83,240-
00515 STORM DRAINAGE UTILITY	898,625-	89,617-	1,483,936-	70,412-	83,240-	83,240-

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.

2015 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	\$120,000	Charges paid to Xcel Energy for electricity to power the street lights
7412 / Transfer out to General Fund	\$9,803	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 2014 Street Light rate of \$4.65 per quarter rate will increase to \$4.80 per quarter in 2015.

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00520 STREET LIGHTS UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	159,609-	159,170-	165,961-	176,700-	182,400-	182,400-
4660 UTILITY PENALTIES	3,114-	2,948-	3,054-	3,350-	3,300-	3,300-
4650 TOTAL CH. FOR SERV -ENTERPRISE	162,722-	162,119-	169,015-	180,050-	185,700-	185,700-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	13,115-	10,737-	7,473-	5,800-	3,600-	3,600-
4810 INTEREST - INTERNAL FUNDS					6,000-	6,000-
4880 CHANGE IN F.V. OF INVESTMENTS	3,418-	2,323	6,108			
4800 TOTAL INVESTMENT EARNINGS	16,533-	8,414-	1,365-	5,800-	9,600-	9,600-
4900 TOTAL MISCELLANEOUS						
4915 REIMBURSEMENT -OTHER	290-	374-	182-			
4900 TOTAL MISCELLANEOUS	290-	374-	182-			
5000 TOTAL OTHER FINANCING SOURCES						
5095 TOTAL CAPITAL CONTRIBUTIONS						
5096 CAPITAL CONTRIBUTIONS			71,226-			
5095 TOTAL CAPITAL CONTRIBUTIONS			71,226-			
4001 REVENUES	179,545-	170,907-	241,787-	185,850-	195,300-	195,300-
6001 EXPENDITURES AND EXPENSES						
6400 TOTAL UTILITIES						
6405 ELECTRIC SERVICE	131,207	124,619	124,636	132,000	120,000	120,000
6400 TOTAL UTILITIES	131,207	124,619	124,636	132,000	120,000	120,000
6440 TOTAL REPAIR & MAINT SERVICES						
6450 EQUIPMENT R & M SERVICES	17,035	2,276	69,785	6,000	6,000	6,000
6440 TOTAL REPAIR & MAINT SERVICES	17,035	2,276	69,785	6,000	6,000	6,000
6500 TOTAL SUPPLIES						
6505 OPERATING SUPPLIES	978	497		1,000	1,000	1,000
6535 EQUIP MAINT SUPPLIES		9,028	10,593	12,000	12,000	12,000
6500 TOTAL SUPPLIES	978	9,525	10,593	13,000	13,000	13,000
6700 TOTAL INSURANCE						
6705 INSURANCE	3,412	3,321	8,708	10,800	9,339	9,339
6700 TOTAL INSURANCE	3,412	3,321	8,708	10,800	9,339	9,339
6800 TOTAL MISCELLANEOUS						
6830 LICENSES, PERMITS AND TAXES	265					
6870 BAD DEBT - UB BANKRUPTCIES	130	105	67	120	120	120
6800 TOTAL MISCELLANEOUS	395	105	67	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	29,217	30,027	32,374	32,374
7000 TOTAL DEPRECIATION	24,924	24,924	30,061	30,870	33,217	33,217

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	9,040	8,539	8,930			
7180 TOTAL INTERFUND SERVICES USED	9,040	8,539	8,930			
7200 TOTAL OTHER FINANCING USES						
7220 LOSS ON DISPOSITION OF ASSETS			56,617			
7200 TOTAL OTHER FINANCING USES			56,617			
7400 TOTAL TRANSFERS OUT						
7412 TRANSFER OUT-GENERAL FUND				9,005	9,803	9,803
7400 TOTAL TRANSFERS OUT				9,005	9,803	9,803
6001 EXPENDITURES AND EXPENSES	186,990	173,308	309,396	201,795	191,479	191,479
4000 REVENUES AND EXPENDITURES	7,446	2,402	67,609	15,945	3,821-	3,821-
00520 STREET LIGHTS UTILITY	7,446	2,402	67,609	15,945	3,821-	3,821-

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	\$328,020	Charges paid to the Hennepin Recycling Group for payment to recycling contractors hired by the HRG.
7412 / Transfer out to General Fund	\$5,800	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 2015, the same that it was in 2013 and 2014. Rates the City pays to the HRG will increase from \$10.50 in 2014 to \$10.65 in 2015. Enough income is received from investment income and delinquent penalties to cover administrative expenses of the Recycling Fund. Therefore it is possible to charge residents the same fee that HRG charges the City.

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00525 RECYCLING UTILITY						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4650 TOTAL CH. FOR SERV -ENTERPRISE						
4655 UTILITY SALES	327,591-	328,522-	327,405-	332,152-	328,020-	328,020-
4660 UTILITY PENALTIES	7,064-	6,692-	6,757-	6,600-	6,560-	6,560-
4650 TOTAL CH. FOR SERV -ENTERPRISE	334,655-	335,214-	334,163-	338,752-	334,580-	334,580-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	1,055-	954-	797-	600-	750-	750-
4880 CHANGE IN F.V. OF INVESTMENTS	275-	206	652			
4800 TOTAL INVESTMENT EARNINGS	1,331-	747-	146-	600-	750-	750-
5100 TOTAL TRANSFERS IN						
4001 REVENUES	335,986-	335,961-	334,308-	339,352-	335,330-	335,330-
6001 EXPENDITURES AND EXPENSES						
6300 TOTAL CONTRACTUAL SERVICES						
6353 RECYCLING CHARGES	326,172	323,652	323,568	327,474	328,020	328,020
6300 TOTAL CONTRACTUAL SERVICES	326,172	323,652	323,568	327,474	328,020	328,020
6700 TOTAL INSURANCE						
6705 INSURANCE	154	172	113	154	181	181
6700 TOTAL INSURANCE	154	172	113	154	181	181
6800 TOTAL MISCELLANEOUS						
6870 BAD DEBT - UB BANKRUPTCIES	243	230	166	240	240	240
6800 TOTAL MISCELLANEOUS	243	230	166	240	240	240
7180 TOTAL INTERFUND SERVICES USED						
7181 ADMIN SERV CHARGE BY GEN FUND	5,349	5,052	5,284			
7180 TOTAL INTERFUND SERVICES USED	5,349	5,052	5,284			
7400 TOTAL TRANSFERS OUT						
7412 TRANSFER OUT-GENERAL FUND				5,328	5,800	5,800
7400 TOTAL TRANSFERS OUT				5,328	5,800	5,800
6001 EXPENDITURES AND EXPENSES	331,918	329,106	329,131	333,196	334,241	334,241
4000 REVENUES AND EXPENDITURES	4,067-	6,855-	5,177-	6,156-	1,089-	1,089-
00525 RECYCLING UTILITY	4,067-	6,855-	5,177-	6,156-	1,089-	1,089-

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 2015 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.

Pay for a portion of the new Public Works Facility which will house utility maintenance personnel and equipment. Facility will be shared with the Street and Park maintenance personnel and equipment. Construction of the Public Works Facility is accounted for in the Major Building Replacement Fund.	\$1,000,000
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Rehabilitate existing sewer mains by lining them with cured in place pipe in order to reduce infiltration of ground water	\$300,000
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Pay for storm water system expansion within the Phase 14 Street Reconstruction Project. The street reconstruction project is accounted for in the Street Reconstruction Fund.	\$449,534
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Utility Funds (Funds 505, 510, 515 and 520)

Multi-Year Capital Improvement Plan

2015 Adopted Budget

BU	Project Description	2015	2016	2017	2018	2019
Water, Sewer & Storm Drainage (40%, 40%, 20%)						
6231	Utility building - new public works facility	1,000,000				
6228	Reroof utility building			90,000		
	Total	1,000,000	0	90,000	0	0
Water (100%)						
6220	Water main replacement/relining			600,000	600,000	
6234	Water mains & hydrants in street reconstruction projects	38,000	49,079		73,478	
	Paint radio tower (half of cost in PIR and half in Water)		1,500			
6235	Gate valve and hydrant replacement	75,000		75,000		75,000
6236	Replace #436 - 1995 portable streamer		9,500			
6215	Replace #447 - 2003 tandem dump truck		210,000			
6227	Replace #427 - 2004 Chevy 3/4 ton truck				45,000	
6237	Replace #434 - 1994 air compressor				18,000	
	Water Total	113,000	270,079	675,000	736,478	75,000
Sewer (100%)						
6504	Reline sanitary sewers - Infiltration & Inflow reduction	300,000	450,000	300,000	450,000	300,000
6519	Replace sewer mains within street reconstruction projects	105,110	144,947		217,006	
6508	Replace truck #449 - 2000 televising van	175,000				
6502	Replace Vera Cruz/East lift station pumps	20,000				
6514	Replace Welcome lift station pumps		20,000			
6500	Replace computer and printer		2,500			
6523	Replace Maryland lift pumps		25,000			
6529	Replace #426 - 1996 trailer mounted vector		135,000			
6530	Replace #439 - 1990 trailer mounted generator		35,000			
6531	Replace #429 - 2003 Chevy 1 ton truck			55,000		
6509	Replace #431 - 2005 Sreco sewer jetter				220,000	
6532	Replace #430 - 1994 sewer rodder					35,000
6533	Replace Perry lift station pumps and controls					25,000
	Sewer Total	600,110	812,447	355,000	887,006	360,000
Storm Drainage (100%)						
6803	Erosion control for storm sewer areas	10,000		10,000		
6808	Replace #323 - 2002 Crosswind street sweeper			190,000		
6809	Trunk line storm sewer - within street reconstruction projects	449,534	622,336		935,376	
6800	Replace #443 - 3" trash pump	3,000				
6818	Memory Pond force main and manhole	20,000				
6804	Dredge Gaulke pond		650,000			
6804	Dredge Bassett Creek Park pond (reimbursed by BCWD)				650,000	
	Storm Drainage Total	482,534	1,272,336	200,000	1,585,376	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	2,207,644	2,366,862	1,332,000	3,220,860	447,000
Allocation By Fund -						
	Total Water Fund	513,000	270,079	711,000	736,478	75,000
	Total Sewer Fund	1,000,110	812,447	391,000	887,006	360,000
	Total Storm Drainage Fund	682,534	1,272,336	218,000	1,585,376	0
	Total Street Lights Fund	12,000	12,000	12,000	12,000	12,000
	Total Utilities	2,207,644	2,366,862	1,332,000	3,220,860	447,000

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 2014	Price per unit in 2015
Tier #1	0 to 30	\$4.30	\$4.50
Tier #2	31 to 60	\$4.70	\$4.90
Tier #3	over 60	\$5.10	\$5.30

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 \$48.60 per quarter in 2014 to \$50.00 per quarter in 2015.

Storm Drainage (515)

Storm drainage rates will increase from \$11.70 per quarter in 2014 to \$12.60 per quarter in 2015 for single family homes and from \$292.50 in 2014 to \$315.00 in 2015 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 \$4.65 per quarter in 2014 to \$4.80 per quarter in 2015. 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 2014 rate of \$10.65 per quarter will remain the same for 2015.

**WATER UTILITY RATE STUDY
2015 Adopted Budget**

PROFIT & LOSS	2014	2015	2016	2017	2018	2019
REVENUES						
Water usage charges	2,550,000	2,670,000	2,790,000	2,910,000	3,030,000	3,150,000
Fixed service charges	150,000	150,000	150,000	150,000	150,000	150,000
Emergency well surcharge		126,000	126,000	126,000	126,000	126,000
Penalties	60,000	54,000	60,000	60,000	60,000	60,000
Special Assessments	60,000	60,000	60,000	60,000	60,000	60,000
FEMA reimbursemnt						
JWC reimbursement	12,000	12,000	12,000	12,000	12,000	12,000
Investment Income	23,300	15,000	19,534	9,380	537	-10,375
Miscellaneous	57,000	58,500	59,000	59,000	59,000	59,000
State testing fee billed	50,000	50,000	50,000	50,000	50,000	50,000
Ownership in Joint Water Comm	214,935	254,802	463,724	71,279	77,834	29,495
TOTAL REVENUES	3,177,235	3,450,302	3,790,258	3,507,660	3,625,371	3,686,120
EXPENSES						
Salaries & Wages	235,494	245,206	251,336	257,620	264,060	270,662
Fringe Benefits	89,084	97,280	102,144	107,251	112,614	118,244
JWC - Operations	1,964,229	1,881,517	2,075,766	2,133,887	2,193,636	2,255,058
JWC - Capital	358,225	424,670	772,873	118,799	129,723	49,158
JWC 2 cents/1,000 gal. fee	12,000	12,000	12,000	12,000	12,000	12,000
Professional/Contractual	97,755	97,336	100,256	103,264	106,362	109,553
Utilities	4,140	4,400	4,532	4,668	4,808	4,952
Repair & Maintenance	37,800	61,300	63,139	65,033	66,984	68,994
Supplies	50,500	52,900	54,487	56,122	57,805	59,539
Communications & Printing	3,500	3,500	3,605	3,713	3,825	3,939
Insurance & Training	12,703	14,375	14,806	15,250	15,708	16,179
Depreciation	183,470	187,691	195,000	200,000	210,000	220,000
Admin. Service Charge	118,451	128,955	132,179	135,483	138,870	142,342
Internal Loan Interest @2%		12,000	10,800	9,600	8,400	7,200
TOTAL EXPENSES	3,167,351	3,223,130	3,792,923	3,222,690	3,324,795	3,337,820
NET INCOME or -LOSS	9,884	227,172	-2,666	284,969	300,576	348,300
ENDING FUND BALANCE	7,431,535	7,658,707	7,656,041	7,941,011	8,241,587	8,589,887
CASH FLOW						
Cash & Investments, Beg. of Year	2,156,207	1,389,626	976,687	375,219	17,909	-345,827
Net income	9,884	227,172	-2,666	284,969	300,576	348,300
Add back Depreciation	183,470	187,691	195,000	200,000	210,000	220,000
Internal loan	600,000	-60,000	-60,000	-60,000	-60,000	-60,000
Deduct Capital Outlay	1,345,000	513,000	270,079	711,000	736,478	75,000
Ownership in Joint Water Comm	-214,935	-254,802	-463,724	-71,279	-77,834	-29,495
Cash & Investments, End of Year	1,389,626	976,687	375,219	17,909	-345,827	57,978
Retail Rate per 1,000 gallons, Tier 1	\$4.30	\$4.50	\$4.70	\$4.90	\$5.10	\$5.30
Retail Rate per 1,000 gallons, Tier 2	\$4.70	\$4.90	\$5.10	\$5.30	\$5.50	\$5.70
Retail Rate per 1,000 gallons, Tier 3	\$5.10	\$5.30	\$5.50	\$5.70	\$5.90	\$6.10
Rate increase from prior year	5.15%	4.26%	4.08%	3.92%	3.77%	3.64%
Emergency well surcharge	\$0.21	\$0.21	\$0.21	\$0.21	\$0.21	\$0.21

**SEWER UTILITY RATE STUDY
2015 Adopted Budget**

PROFIT & LOSS	2014	2015	2016	2017	2018	2019
REVENUES						
Billing Revenues	1,960,300	2,017,250	2,080,328	2,142,405	2,204,483	2,266,560
Delinquent Penalties	37,000	36,000	39,526	40,706	41,885	43,065
Investment Income	38,000	28,000	41,463	40,065	33,020	18,388
Internal Loan Interest @ 2%		6,000	5,400	4,800	4,200	3,600
Miscellaneous	6,000	3,600	7,200	7,200	7,200	7,200
TOTAL REVENUES	2,041,300	2,090,850	2,173,917	2,235,176	2,290,788	2,338,813
EXPENSES						
Salaries & Wages	235,494	245,206	251,336	257,620	264,060	270,662
Fringe Benefits	89,084	97,280	102,144	107,251	112,614	118,244
MCES Disposal Charges	1,319,193	1,382,985	1,417,560	1,452,999	1,489,324	1,526,557
Professional/Contractual	32,905	34,016	35,036	36,088	37,170	38,285
Utilities	21,200	23,600	24,308	25,037	25,788	26,562
Repair & Maintenance	20,900	20,400	21,012	21,642	22,292	22,960
Supplies	55,550	58,950	60,719	62,540	64,416	66,349
Communications & Printing	2,850	2,850	2,936	3,024	3,114	3,208
Insurance & Training	23,086	29,630	30,519	31,434	32,378	33,349
Depreciation	108,691	137,086	130,000	140,000	150,000	160,000
Admin. Service Charge	118,451	128,955	132,179	135,483	138,870	142,342
TOTAL EXPENSES	2,027,404	2,160,958	2,207,748	2,273,118	2,340,026	2,408,518
NET INCOME or -LOSS	13,896	-70,108	-33,831	-37,942	-49,238	-69,705
ENDING FUND BALANCE	7,500,945	7,430,837	7,397,006	7,359,064	7,309,826	7,240,121
CASH FLOW						
Cash & Investments, Beg. of Year	4,622,938	3,317,525	2,414,393	1,728,115	1,469,173	712,929
Net income	13,896	-70,108	-33,831	-37,942	-49,238	-69,705
Add back Depreciation	108,691	137,086	130,000	140,000	150,000	160,000
Deduct Capital Outlay	1,128,000	1,000,110	812,447	391,000	887,006	360,000
Water Fund internal loan	-300,000	30,000	30,000	30,000	30,000	30,000
Cash & Investments, End of Year	3,317,525	2,414,393	1,728,115	1,469,173	712,929	473,224
Commercial metered rate/1,000 gal	\$2.15	\$2.21	\$2.27	\$2.34	\$2.41	\$2.47
Standard residential rate/quarter	\$48.60	\$50.00	\$51.50	\$53.00	\$54.50	\$56.00
Senior residential rate/quarter	\$39.37	\$40.50	\$41.71	\$42.93	\$44.14	\$45.36
Rate increase from prior year	3.86%	2.88%	3.00%	2.91%	2.83%	2.75%

**STORM DRAINAGE UTILITY RATE STUDY
2015 Adopted Budget**

PROFIT & LOSS	2014	2015	2016	2017	2018	2019
REVENUES						
Billing Revenues	760,500	819,000	877,500	936,000	994,500	1,053,000
Delinquent Penalties	10,400	9,800	10,530	11,232	11,934	12,636
Bassett Creek Watershed					650,000	
Investment Income	100	300	6,831	-13,353	-5,748	-17,705
TOTAL REVENUES	771,000	829,100	894,861	933,879	1,650,686	1,047,931
EXPENSES						
Salaries & Wages	134,147	137,683	140,437	143,245	146,110	149,033
Fringe Benefits	46,337	50,386	52,905	55,551	58,328	61,244
Professional/Contractual	34,177	34,718	35,760	36,832	37,937	39,075
Utilities	6,400	7,020	7,231	7,448	7,671	7,901
Repair & Maintenance	3,000	4,500	4,635	4,774	4,917	5,065
Storm water pond dredging			75,000		80,000	
Supplies	17,450	18,750	19,313	19,892	20,489	21,103
Communications & Printing	1,250	1,250	1,288	1,326	1,366	1,407
Insurance, Training & Dues	61,414	64,283	66,211	68,198	70,244	72,351
Depreciation	276,539	324,570	330,000	340,000	350,000	360,000
Admin. Service Charge	31,874	34,700	35,394	36,102	36,824	37,560
Transfers to other funds	63,200	68,000	60,000			
TOTAL EXPENSES	675,788	745,860	828,173	713,368	813,886	754,740
NET INCOME or -LOSS	95,212	83,240	66,688	220,512	836,800	293,191
FUND BALANCE - ENDING	8,167,128	8,250,368	8,233,816	8,470,880	9,070,616	8,764,071
CASH FLOW						
Cash & Investments, Beg. of Year	394,514	616,265	341,541	-534,107	-191,595	-590,171
Net income	95,212	83,240	66,688	220,512	836,800	293,191
Add back Depreciation	276,539	324,570	330,000	340,000	350,000	360,000
Deduct Capital Outlay	150,000	682,534	1,272,336	218,000	1,585,376	0
Cash & Investments, End of Year	616,265	341,541	-534,107	-191,595	-590,171	63,020
Commercial & multi-residential rate per acre per quarter	\$292.50	\$315.00	\$337.50	\$360.00	\$382.50	\$405.00
Standard residential rate/quarter	\$11.70	\$12.60	\$13.50	\$14.40	\$15.30	\$16.20
Rate increase from prior year	8.33%	7.69%	7.14%	6.67%	6.25%	5.88%

**STREET LIGHT UTILITY RATE STUDY
2015 Adopted Budget**

PROFIT & LOSS	2014	2015	2016	2017	2018	2019
REVENUES						
Billing Revenues	176,700	182,400	188,100	193,800	199,500	205,200
Delinquent Penalties	3,350	3,300	3,574	3,682	3,791	3,899
Investment Income	5,800	3,600	6,172	9,394	13,287	17,920
Internal loan interest		6,000	5,400	4,800	4,200	3,600
TOTAL REVENUES	185,850	195,300	203,246	211,677	220,778	230,619
EXPENSES						
Utilities	132,000	120,000	123,600	127,308	131,127	135,061
Repair & Maintenance	6,000	6,000	6,180	6,365	6,556	6,753
Supplies	13,000	13,000	13,390	13,792	14,205	14,632
Insurance & Miscellaneous	10,920	9,459	9,743	10,035	10,336	10,646
Depreciation	30,870	33,217	34,000	34,000	34,000	34,000
Admin. Service Charge	9,005	9,803	10,097	10,400	10,712	11,033
TOTAL EXPENSES	201,795	191,479	197,010	201,900	206,937	212,125
NET INCOME or -LOSS	-15,945	3,821	6,236	9,776	13,841	18,494
ENDING FUND BALANCE	1,136,748	1,140,569	1,146,805	1,156,582	1,170,423	1,188,916
CASH FLOW						
Cash & Investments, Beg. of Year	653,523	356,448	411,486	469,722	531,499	597,340
Net income	-15,945	3,821	6,236	9,776	13,841	18,494
Add back Depreciation	30,870	33,217	34,000	34,000	34,000	34,000
Deduct Capital Outlay	12,000	12,000	12,000	12,000	12,000	12,000
Water Fund internal loan	-300,000	30,000	30,000	30,000	30,000	30,000
Cash & Investments, End of Year	356,448	411,486	469,722	531,499	597,340	667,833
Commercial per quarter	\$4.65	\$4.80	\$4.95	\$5.10	\$5.25	\$5.40
Multi residential rate per quarter	\$3.49	\$3.60	\$3.71	\$3.83	\$3.94	\$4.05
Residential rate per quarter	\$4.65	\$4.80	\$4.95	\$5.10	\$5.25	\$5.40
Rate increase from prior year	6.90%	3.23%	3.13%	3.03%	2.94%	2.86%

**RECYCLING UTILITY RATE STUDY
2015 Adopted Budget**

PROFIT & LOSS	2014	2015	2016	2017	2018	2019
REVENUES						
Billing Revenues	332,152	328,020	332,640	337,260	341,880	346,500
Delinquent Penalties	6,600	6,560	6,653	6,745	6,838	6,930
Investment Income	600	750	1,476	1,877	2,297	2,350
TOTAL REVENUES	339,352	335,330	340,768	345,882	351,015	355,780
EXPENSES						
Professional/Contractual	327,474	328,020	332,640	337,260	341,880	346,500
Insurance & Training	394	421	434	447	460	474
Admin. Service Charges	5,328	5,800	5,974	6,153	6,338	6,528
TOTAL EXPENSES	333,196	334,241	339,048	343,860	348,678	353,502
NET INCOME	6,156	1,089	1,721	2,022	2,337	2,278
ENDING BALANCE	159,905	160,994	162,715	164,737	167,074	169,353
CASH FLOW						
Cash & Investments, Beg. of Year	91,123	97,279	98,368	100,089	102,111	104,448
Net income	6,156	1,089	1,721	2,022	2,337	2,278
Cash & Investments, End of Year	97,279	98,368	100,089	102,111	104,448	106,727
HRG Rate to City - quarterly	\$10.50	\$10.65	\$10.80	\$10.95	\$11.10	\$11.25
Residential rate - quarterly	\$10.65	\$10.65	\$10.80	\$10.95	\$11.10	\$11.25
Rate increase from prior year	0.00%	0.00%	1.41%	1.39%	1.37%	1.35%

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	2014 Budget	2015 Budget
Beginning Fund Balance	\$ 1,004,369	\$ 1,004,369
<i><u>Revenues</u></i>		
Department Billings – Insurance	173,512	191,352
Investment Income	9,481	10,000
LMCIT Dividends	30,000	36,000
<i><u>Expenditures</u></i>		
Insurance Premiums	(165,793)	(190,152)
Insurance Agent Fee	(7,200)	(7,200)
Estimated Claims Paid	(40,000)	(40,000)
Ending Fund Balance	\$ 1,004,369	\$ 1,004,369

Fiscal Period: 12 / 14

Budget Report

Level Of Rollup 6

Object Code / Description	2011 Actual Amount	2012 Actual Amount	2013 Actual Amount	2014 Final Budget	2015 Requested Budget	2015 Approved Budget
00605 SELF-INSURANCE						
4000 REVENUES AND EXPENDITURES						
4001 REVENUES						
4400 TOTAL CH. FOR SERV. -GEN GOV'T						
4444 INSURANCE CHARGES - INTERNAL	157,009-	164,914-	163,364-	173,512-	191,352-	191,352-
4400 TOTAL CH. FOR SERV. -GEN GOV'T	157,009-	164,914-	163,364-	173,512-	191,352-	191,352-
4800 TOTAL INVESTMENT EARNINGS						
4805 INVESTMENT INCOME	17,698-	15,036-	11,330-	9,481-	10,000-	10,000-
4880 CHANGE IN F.V. OF INVESTMENTS	4,613-	3,253	9,261			
4800 TOTAL INVESTMENT EARNINGS	22,311-	11,783-	2,069-	9,481-	10,000-	10,000-
4900 TOTAL MISCELLANEOUS						
4902 MISCELLANEOUS RECEIPTS	2,122-	449-	24,076-			
4912 REFUNDS - INSURANCE	47,709-	98,228-	68,620-	30,000-	36,000-	36,000-
4900 TOTAL MISCELLANEOUS	49,831-	98,677-	92,696-	30,000-	36,000-	36,000-
4001 REVENUES	229,151-	275,374-	258,129-	212,993-	237,352-	237,352-
6001 EXPENDITURES AND EXPENSES						
6700 TOTAL INSURANCE						
6705 INSURANCE	162,072	157,360	177,233	172,993	197,352	197,352
6710 INSURANCE - PAID LOSSES	162,863	27,392-	39,612-	40,000	40,000	40,000
6700 TOTAL INSURANCE	324,935	129,969	137,621	212,993	237,352	237,352
6001 EXPENDITURES AND EXPENSES	324,935	129,969	137,621	212,993	237,352	237,352
4000 REVENUES AND EXPENDITURES	95,785	145,405-	120,508-			
00605 SELF-INSURANCE	95,785	145,405-	120,508-			