City of Cold Spring General Fund Expenditures

FUND 11 GENERAL FUND
Dept. 31 **Legislative**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6111	Salaries & Benefits - Part-Time	21,945	21,681	22,182	19,090			
		22,000	22,500	22,500	22,500	85%	22,500	Mayor $300/mo., Councilors $225/mo. + PERA. PC $25/mtg.
6114	Travel/Schools	749	560	1,070	271			Includes registration, lodging, meals & mileage. New Councilor conference in
		1,500	1,000	1,000	800	34%	800	odd numbered years ($400 each) and PC training.
	Total Legislative (Council)	22,693	22,241	23,252	19,361			
		23,500	23,500	23,500	23,300	83%	23,300	0.00% 0 Budget Increase (Decrease)

City of Cold Spring General Fund Expenditures

FUND 11 GENERAL FUND
Dept. 34 **Administration**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6102	ACH Fees	155	150	150	160			
		100	150	150	150	107%	150	Fees from State Bank for automatic payroll deposits.
6109	Overtime Salary & Wages	258	370	44	886			
		500	800	400	500	177%	500	Elections on even numbered years.
6110	Salaries - Full Time	182,076	187,081	191,224	205,315			Allocate part of Administration employees to water & sewer. Includes shared
		188,109	187,163	193,349	201,327	102%	212,333	PD secretary.
6112	Insurance/Bond Premiums	2,189	2,585	5,556	7,321			
		2,650	2,600	3,200	4,900	149%	8,000	Liability and property insurance payment and rebate
6113	Dues & Subscriptions	4,191	4,369	4,485	4,650			$375 Chamber, $60 GFOA, $24 CS Record, $120 notary expenses, $4200 for
		4,084	4,200	4,400	4,650	100%	4,990	LMC in 2015, $20 Stearns Municipal, $70 MCFOA
6114	Travels/Schools	1,558	1,608	1,422	1,411			
		1,000	1,500	1,500	1,900	74%	1,900	LMC, MCFOA, & GFOA Annual conference, etc.
6115	Office Supplies/Postage	4,221	5,898	5,132	4,392			Print & mail 2 newsletters ($850 each), fill postage meter, Payroll & A/P checks,
		9,000	8,700	8,000	7,000	63%	7,000	plus office supplies.
6117	Telephone & Internet	2,185	2,185	2,348	2,459			TDS Metrocom (based on last 6 months), Midcontinent internet, $500 annual
		2,300	2,300	2,300	2,400	102%	2,450	website hosting & $120 for e-mail accounts
6122	Recording of Documents	92	46	0	276			
		500	500	400	200	138%	200	Recordings cost $46 each.
6123	Support Services	1,561	1,561	1,612	1,590			
		1,562	1,562	1,612	1,590	100%	1,590	BDS Accounting Software Support $795. Payroll support $795.
6128	Workers Comp Insurance	1,221	779	689	959			
		1,000	1,400	1,400	1,300	74%	1,100	Work Comp ins. and deductibles on claims.
6212	Accounting	0	0	0	0			
		325	325	0	0	#DIV/0!	0	Kern, Dewenter & Viere State reporting forms.
6213	Auditing	21,675	22,175	22,375	22,675			Audit costs per engagement letter, plus $75 to Stearns County. $1000 charged
		21,500	22,075	22,275	22,675	100%	23,175	to water, $1000 charged to sewer, and $200 charged to stormwater.
6221	Returned Check Fees	8	20	28	20			Bank charges $4 for each customer check returned, City charges customer $15
		40	40	20	20	100%	28	plus the bank's $4.

6223	Publications	4,709	4,685	5,347	4,546					Publications of minutes, audit ($700), ordinances, and notices of public
		4,200	4,300	4,800	6,000	76%	6,000			hearings for Planning & Zoning.
6312	Equipment Rental	472	472	472	472					
		500	500	500	500	94%	480			New postage meter in 2007. Rent is $472/year.
7111	Other	221	1,616	772	507					
		500	300	300	300	169%	400			Misc. expenses. 2012: Paid out balance in 20/20 fund
	Total Financial Administration	226,794	235,601	241,657	257,640					
		237,870	238,415	244,606	255,412	101%	270,296	5.83%	14,884	Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 36 **General Government**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6121	Elections	98	1,552	388	1,754			Elections on even years only. Ballot printing, prom pack programming, election
		0	2,100	0	2,000	88%	0	booth maint., election judge wages
6207	Planning/Zoning Escrow	0	0	0	0			
		0	0	0	0	#DIV/0!	0	
6208	Refund Stormwater Permits	1,000	9,000	3,000	0			Refund erosion control deposits - should equal amount of revenue budget line item #4229. Switching this to storm water budget in 2013. Any payments made
		3,000	3,000	0	0	#DIV/0!	0	in 2013 for permits issued in 2012 will still be charged here.
6211	Assessing	18,153	18,475	20,207	19,016			
		16,400	19,000	19,000	21,000	91%	20,500	Assesssing & TNT charges from Stearns County.
6214	Legal	19,373	3,861	16,336	8,589			
		6,000	7,000	7,000	8,000	107%	10,000	Fees to Rajkowski Hansmeier Ltd. 2011: Personnel issue
6222	Cobra Insurance	3,662	654	96	0			
		12,950	800	600	0	#DIV/0!	0	Should equal line #4437 in Financial Administration Revenue budget.
7111	Other	1,170	238	1,781	2,652			Parade Candy, flowers, etc. 2011: $500 misc. 2013: extra $2000 for PC training, conducting public meetings, & materials for Transp. Plan. 2014:
		500	500	2,500	8,250	32%	1,000	Kathleen Murphy $7500, I.F. $750
	Total General Government	43,456	33,780	41,807	32,011			
		38,850	32,400	29,100	39,250	82%	31,500	-19.75% (7,750) Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 37 **City Hall Building**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6116	Supplies & Materials	1,981	1,178	1,213	1,132			
		2,400	1,200	1,200	1,500	75%	1,400	Towels, rugs, softener salt, garbage bags, flags, cleaning supplies, etc.
6118	Natural Gas/Electric	6,089	2,808	2,987	3,087			
		6,000	3,250	2,600	3,200	96%	3,500	Based on most recent 12 previous months.
6220	Cleaning Services	1,713	936	953	825			
		1,800	900	1,100	1,000	83%	1,000	Cleaning services
6311	Equipment	1,165	36	1,287	193			
		1,500	500	500	500	39%	500	2011: chairs for Lois & Paul. 2013: 3 white boards.
6313	Equipment Repairs & Upkeep	1,166	3,594	1,027	125			Mostly service calls for copier and computers. 2012: new computer issues with
		1,500	1,000	1,000	1,500	8%	1,200	Mac. 2014: extra $500 to set up new computer.
6411	Building & Grounds Maint.	15,674	3,241	1,338	1,663			Annual heating & cooling maint., shampoo carpeting, light fixture repairs, flowers for downtown pots & planters. 2011: Roof repair for $13,825. 2012:
		8,600	1,500	1,700	2,100	79%	2,100	Furnace repair.
6413	Capital Expenditures	0	7,080	3,783	2,754			Budget in the future to move the flag pole. 2012: new b&w copier. 2014: new
		0	10,000	0	2,500	110%	0	computer for Kris
	Total City Building	27,788	18,875	12,586	9,780			
		21,800	18,350	8,100	12,300	80%	9,700	-21.14% (2,600) Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 41 **Police**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6109	Overtime Salary & Wages	32,318	19,083	31,605	39,922			Holidays, court, TZD, emergencies, and security events. 2014: reduced
		20,000	20,000	23,000	20,000	200%	20,000	because planning on getting additional FT employee
6110	Salaries - Full Time	608,107	593,595	650,940	643,902			
		659,831	656,819	683,403	722,521	89%	697,435	Salaries & benefits, including sick & comp payouts.
6111	Salaries & Benefits - Part-Time	48,631	71,323	57,658	54,284			
		15,000	15,000	15,000	15,000	362%	15,000	
6112	Insurance/Bond Premiums	3,517	4,478	17,064	20,921			
		4,700	4,800	4,200	16,100	130%	22,000	Property and liability insurance
6113	Dues	391	123	503	111			Stearns County Chiefs Assn. ($50), MN Chiefs Assn. ($230), IAPE ($50), LEMA
		350	350	350	400	28%	400	($50)
6114	Travel/Schools	3,873	3,574	4,011	5,219			Mileage & room, for training such as "Use of Force", Chiefs of Police Conf.,
		4,500	4,000	3,500	5,500	95%	10,070	CPR refresher, driving class, First Responder, FATS training, etc.
6115	Office Supplies/Postage	1,802	2,922	2,354	3,623			$375 to fill postage meter, once or twice a year. Copy paper, ticket printing,
		2,500	2,500	2,000	2,500	145%	3,000	keys, code books, office supplies.
6116	Supplies & Materials		1,065	1,297	1,145			
			1,200	1,200	1,200	95%	1,200	Towels, rugs, softener salt, garbage bags, cleaning supplies, etc.
6117	Telephone & Internet	2,923	2,545	2,405	2,509			
		3,724	3,724	2,700	2,700	93%	2,600	Verizon & TDS Metrocom - based on last 6 months.
6118	Natural Gas/Electricity		2,148	2,987	3,087			
			3,250	2,600	3,200	96%	3,300	Based on most recent 12 previous months.
6119	Gasoline & Diesel Fuel	30,176	29,752	32,091	31,549			Loss of Wakefield will be less miles due to driving in City rather than Township,
		24,000	34,000	33,000	33,000	96%	29,000	but no less gas
6123	Support Services	7,305	6,967	6,985	9,567			City of Mpls $204, Tritech $641, St Cty. RMS & support ($5000), Sprint $1440, Sheriff mobile access $683, Marco camera tech support $192. 2014: added
		9,000	7,800	8,100	9,100	105%	8,300	$1000 for one additional laptop support
6128	Workers Comp Insurance	14,919	10,742	10,973	31,063			Workers comp. Insurance and paying claim deductibles. 2014: Add'l $500 for
		15,500	15,900	15,500	13,500	230%	34,000	new position. Received big increase in 2014 due to Decker claim
6134	Cigarette Compliance	0	0	0	0			Costs for licensee compliance checks, which are done in the fall after school
		50	50	100	0	#DIV/0!	0	starts.
6136	Animal Control	151	21	87	25			Charge by the Vet Clinic or Humane Society to take unclaimed dogs. Also dog
		700	500	400	200	12%	200	tags, hooks, food, & kennel maintenance.
6214	Legal Fees	32,004	54,822	36,373	43,057			Attorney fees, plus any interpreter services. 2012 : personnel issue. 2014: Johnson case. 2015: Jovanovich contract fee plus $500 deductible to League
		33,000	33,000	31,000	34,800	124%	35,300	for Johnson case

6220	Cleaning Services		841	953	825				
			900	1,100	1,000	83%	1,000	Cleaning and windows.	
6222	Cobra Insurance		0	21,492	38,980			Health and Dental insurance costs for Tom Decker's dependents & Phil Jones	
				0	33,298		38,700	family.	
6310	Employee Medical Expenses	800	0	400	1,163			Physical and psychological exams and Hep B vaccines, mostly for new	
		0	0	0	900	129%	500	employees. 2014: 2 new employees @ $450 each	
6311	Equipment	4,446	5,102	6,500	28,679			Computers, scanners, batteries, patches, ammunition, vests, etc. 2015: 4 new handguns @ $400 each = $1600, 2 tasers @ $1400 each = $2800, 2 cages @	
		5,000	5,000	5,000	6,500	441%	12,055	$650 each = $1300	
6313	Equipment Repairs & Upkeep	11,242	12,296	12,616	12,864			Vehicle repairs, tires, service of fire extinguishers, radio repairs, etc. 2010: hail	
		10,000	10,000	11,000	11,000	117%	8,500	damage repairs	
6318	Employee License Renewals	450	90	450	450				
		360	360	360	360	125%	360	POST Board license $90/officer (including PT) renewed every three years.	
6411	Building & Grounds Maint.		2,675	1,794	1,126			Annual heating & cooling maint., shampoo carpeting, light fixture repairs,	
			800	1,500	1,700	66%	1,700	grounds & landscaping, etc.	
6413	Capital Expenditures	0	25,010	38,874	23,971			2013: new K-9 Tahoe ($28,000) and 2 laptops ($6500). Equip Tahoe from forfeiture acct. 2014: new squad $23,000 & laptop $3000. 2015: $1300	
		0	47,700	34,500	26,000	92%	1,300	towards Parks Bldg. project (1/6). New squad $22,800 from gambling fund (26)	
6511	Clothing Allowance	4,763	3,402	6,249	4,723			$600 per year x 8 F.T. officers plus $200 for P.T. officers. 2014: Added $600	
		5,000	5,000	5,000	5,600	84%	5,000	for new position.	
7111	Other	0	45	320	588				
		300	300	200	100	588%	200		
	Total Police	807,816	852,620	946,981	1,003,350				
		813,515	872,953	884,713	966,179	104%	951,120	-1.56%	(15,059) Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 42 **Fire Department**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6110	Salaries - Full Time	2,697	2,652	2,703	3,561			
		2,574	2,605	2,691	3,384	105%	5,007	Public Works' time to service fire trucks.
6111	Salaries and Benefits - Part Time	94,003	92,186	82,601	77,530			Chief $3,500, Asst. Chief $1,500, Lt. $600, Capt. $500 (x6), Sec. $500, Treas. $500, Safety Dir. $200. Firefighters pay: 2005: $9.75, 2007 $10.00, 2010: $10.25, 2012: $10.50, 2014: proposed increase to $10.75. 2015: proposed increase in Chief pay to $4000.
		90,000	90,000	90,000	94,800	82%		
	HOURS:	7,612	7,158	6,439	5,850		95,300	
6112	Insurance/Bond Premiums	4,614	5,191	2,996	2,914			
		6,400	6,200	5,500	2,600	112%	3,000	Property and liability insurance.
6113	Dues	1,123	2,043	1,073	1,013			Smoke Eater, Fire Dept Assn, Vol. FF Benefit, Fire Chiefs Assn, Lake Region FF. Certify firefighters, NCEMSC, Central MN FF Assn, ACS Systems, St Cty Chiefs. 2015: add "I Am Responding" $650/yr.
		1,300	1,300	1,300	1,300	78%	1,950	
6114	Travel/Schools	13,804	4,604	3,879	3,204			Fire conference, lodging, mileage, and meals. First responder refresher. 2011: budget for 4 new firefighters $10,000, simulator for $4,300 and $5000 misc., both covered by a grant.
		19,300	9,000	9,000	6,700	48%	4,200	
6116	Supplies & Materials	2,545	3,058	3,146	2,476			
		4,000	3,700	3,700	3,500	71%	3,500	Medical supplies, latex gloves, foam, etc.
6117	Telephone & Internet	1,095	1,055	1,170	1,233			Verizon, TDS Metrocom, Midcontinent - based on last 6 months (internet bill is split with City Hall).
		1,256	1,300	1,200	1,300	95%	1,300	
6118	Natural Gas/Electric	3,489	3,034	3,263	3,995			
		3,900	3,900	3,800	3,800	105%	4,200	Based on most recent 12 previous months, highest during Jan. - Apr.
6119	Gasoline & Diesel Fuel	2,060	2,561	1,671	1,950			
		2,000	2,100	2,100	2,100	93%	2,100	
6123	Support Services	560	0	0	0			Paid to Stearns County for software support for new radios. $15/year x 28 radios. 2011: extra cost for one-time narrowbanding of 2 VHF radios @ $70 each = $140 (Narrowbanding of pagers taken from 4% fund).
		700	500	500	0		0	
6128	Workers Comp Insurance	6,810	5,473	7,264	9,279			
		6,000	7,000	7,500	7,500	124%	10,200	Work comp. Insurance and paying deductibles on claims.
6131	Medical Oxygen	1,701	998	872	567			
		1,600	1,800	1,600	1,400	41%	1,100	
6220	Cleaning Services	846	846	953	825			
		900	900	900	950	87%	1,000	Cleaning Service - about $75 per month for fire hall.
6310	Employee Medical Expenses	944	390	0	1,290			Pre-employment exams ($450 each), Hep. B shots, titre tests. 2011: 5 new FF @ $500 each. 2012: budgeted for 2 new firefighters. 2013 & 2014: 1 new FF. 2015: 2 new FF.
		2,500	1,000	500	500	258%	1,000	

City of Cold Spring General Fund Expenditures

6311	Equipment	14,549	3,720	6,181	2,444			[1] See list of equipment below. Radios & accessories, fire coats, bunker pants, boots, nomex hoods, gloves, pagers, cases & batteries, ladders, helmets, nozzles, flashlights, accident gloves.
		22,450	9,600	6,000	7,000	35%	4,500	
6313	Equipment Repairs & Upkeep	5,735	5,194	12,085	7,046			Maintenance on vehicles, radios, pager & copier toner, parts, etc. 2013: Extra $900 for 6 new tires for rescue truck.
		6,000	6,000	6,900	6,500	108%	6,500	
6411	Building & Grounds Maint.	347	531	972	2,414			Building maintenance, shampoo carpets, HVAC annual inspection. 2011: keypad for hallway door. 2014: rebuild RPZ, service overhead door.
		1,300	1,000	1,000	1,000	241%	1,100	
6413	Capital Expenditures	0	0	0	0			2015: proposing to buy new pumper, funded in part by a grant, designated funds, & Firefest revenue. Balance to be paid for through inter-fund loan, and this would be the annual payment. *
		0	0	0	0	#DIV/0!		
6508	Fire Prevention Expenses	500	500	500	500			
		500	500	500	500	100%	500	Items for Fire Prevention Week in October
6510	Firemans Relief	15,500	15,500	16,100	16,100			City and townships contribute to the Firemen's Relief. Proposed increase of $600 in 2013 and $600 in 2015.
		15,500	15,500	16,100	16,100	100%	16,700	
6512	2% Fire State Aid	30,494	31,179	40,516	2,000			Received from the State, through a surcharge on ins. premiums, then paid to fire dept. See Revenue line item #4344. When a retired firefighter is paid off, an additional $1000 per pay-off is received that year for Supplemental Benefits reimbursement.
		31,000	30,000	31,000	31,000	6%	35,000	
6916	Transfer Out	23,297	23,279	23,354	23,962			City share of Capital Expenditures & 4% fund. City's portion of Pumper payment to be transferred out of gambling fund for 2015 (fund 26). See calculation below.
		23,798	24,300	23,125	23,554	102%	17,971	
			-9.80%	3.58%	-22.24%			
	Total Fire Department	226,153	203,993	211,299	164,302			
		242,278	218,205	214,916	215,488	76%	216,128	0.30% 640 Budget Increase (Decrease)
			-9.94%	-1.51%	0.27%			

Calculation for "Transfer Out"		
Pumper payment	$0	*
Fire Hall (2016)	$30,000	
4% Fund	$8,142	
Total	$38,142	
City Share	47.12%	
Allocation	$17,973	

* if we don't buy the pumper, then the usual $15,000 will be allocated but the $40,000 payment will not be charged

[1] 2015 Equipment List	
Boots	
Helmets	
Gloves	
Flashlights	
Bunker coats & pants	
Total	$0

History of Pager Purchases		
Oct. 2012	5 pagers	$2,783
Apr. 2011	4 pagers	$2,163
Nov. 2010	6 pagers	$3,405
Jan. 2010	5 pagers	$2,672
Feb. 2008	9 pagers	$4,984
Feb. 2007	10 pagers	$5,420
Apr. 2004	15 pagers	$7,735
Jan. 2002	18 pagers	$8,609

FUND 11 GENERAL FUND
Dept. 43 **Building Department**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6103	Inspection Fees	30,152	66,328	23,537	47,951			Payments to Building Inspector. Also payments to electrical inspector starting
		18,000	22,000	29,000	30,000	160%	30,000	in 2011.
6116	Supplies & Materials	1,466	151	512	0			
		200	200	300	300	0%	300	Purchase of building & electrical permit forms. 2011: All new electrical forms.
6219	Bldg. Permit State Surcharge	4,549	3,356	2,830	4,937			
		1,100	1,300	1,900	2,500	197%	2,500	City retains 4% of State Surcharge and pays 96% to the State.
6224	Planning Consulting Services	6,327	6,939	2,733	0			Consulting on major projects. 2012: budgeted $4000 for Transp. Plan. 2013: need $9190 to finish transportation plan, but $4340 is available from a previous levy and a grant, (revenue was put in Streets). The remaining $4850 to be
		1,500	4,000	0	2,500	0%	2,000	taken from Reserves. 2014: Dan Kron consulting on projects.
	Total Building Inspector	42,495	76,774	29,611	52,889			
		20,800	27,500	31,200	35,300	150%	34,800	-1.42% (500) Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 44 **Emergency Services**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6111	Salaries & Benefits - Part Time	2,718	2,960	2,960	2,960			2008 & 2009: Director $1200 and 6 officers @ $200 + FICA. 2011: budgeted
		2,718	2,718	2,718	2,960	100%	2,960	$200 increase for Director and $25 increase for 5 officers.
6112	Insurance/Bond Premiums	1,789	2,190	769	803			
		2,250	2,300	2,500	700	115%	900	Property and liability insurance.
6114	Travel/Schools	0	0	0	30			
		100	50	50	50	60%	50	Mileage to quarterly EMS meetings.
6115	Office Supplies/Postage	0	12	0	0			
		50	50	50	50	0%	50	
6118	Natural Gas/Electricity	44	44	49	42			
		50	50	50	50	85%	50	Xcel Energy charges of about $4/month.
6119	Gasoline & Diesel Fuel	0	0	0	0			
		50	50	50	50	0%	50	Fuel for generator.
6123	Support Services	120	6,237	0	0			Paid to Stearns County for software support for new radios only till 2011. $15/year x 8 radios. 2011: budgeted extra $2600 for siren upgrades - 4 @ $650 each. Sirens were upgraded in 2012 and actually cost $6237. The extra
		2,760	120	0	0		0	$3637 will be taken from Reserves.
6311	Equipment	0	45	198	271			2008: siren repair. 2009: budget for weather scanners for all spotters (5 @
		500	100	100	100	271%	200	$100) + $300 misc.
6413	Capital Expenditures	0	0	0	0			New siren purchase in 2015: $19,222 plus $1200 electrical hook-up $12,300
		0	0	0	0	#DIV/0!	20,422	already in designated fund.
	Total Emergency Services	4,551	11,489	3,977	4,107			
		5,718	5,438	5,518	3,960	104%	24,682	523.28% 20,722 Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 51 **Streets & Snow**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6109	Overtime Salary & Wages	5,370	504	2,903	10,829			
		3,500	5,000	5,000	4,000	271%	5,000	Overtime mostly for snow plowing.
6110	Salaries/Benefits/Contracts FT	158,354	160,960	159,898	146,641			
		166,073	161,348	163,729	158,941	92%	161,322	Salaries & benefits, including sick & comp payouts.
6111	Salaries and Benefits - PT	1,782	1,832	1,764	5,076			Reserve Snow Plow Drivers & PT Secretary - 312 hrs/year @ $10.25/hr (increased in 2011). 30% each to water, sewer, streets, and 10% to parks.
		2,800	2,800	2,800	2,900	175%	2,900	2013: proposed increase for PT secretary from $10.25 to $10.75
6112	Insurance/Bond Premiums	8,290	9,275	14,373	8,663			
		9,100	8,918	10,600	7,900	110%	8,500	Property and liability insurance.
6113	Dues	339	365	367	358			
		300	340	360	365	98%	350	Minnesota Municipal Utilities Association $325/year, FCC renewal $12
6114	Travel/Schools	102	5	95	20			Tree inspector training & snow plow driving class. Dave & Shawn snow plow
		600	660	200	250	8%	200	class in 2010.
6116	Supplies & Materials	2,071	1,893	2,490	2,172			Towels, rags, & rugs from G&K, average $120/mo. Cleaning supplies, shop
		2,100	2,300	2,000	2,200	99%	2,300	supplies, etc..
6117	Telephone & Internet	1,113	1,631	1,536	1,518			
		1,586	1,590	1,650	1,650	92%	1,600	Verizon & TDS Metrocom - based on last 6 months.
6118	Natural Gas/Electricity	9,063	6,488	8,032	8,559			
		8,200	9,000	8,200	8,300	103%	9,000	Based on most recent previous 12 months, highest during Jan. - Apr.
6119	Gasoline & Diesel Fuel	17,573	10,988	17,958	23,312			
		13,000	14,760	15,000	16,000	146%	20,000	
6128	Workers Comp Insurance	5,122	3,328	3,588	4,999			
		4,700	4,710	5,200	5,000	100%	5,300	Work comp ins. and paying claim deductibles.
6130	Safety Training	424	464	433	489			Drug tests ($10.00 x 3/yr.) and alcohol tests ($0) for all CMV drivers randomly. Purchases made for safety equipment typically draw from line item #6311. 1/4
		400	400	500	500	98%	525	of Safety First ($350). Rolls for safety meetings.
6215	Engineering Fees	19,200	9,428	16,003	28,266			
		10,000	7,800	10,000	11,000	257%	16,000	2011: Coborns, Brewery, & Teals plan reviews
6311	Equipment	1,626	2,907	1,950	3,010			2012: $800 fuel pump - 1/2 streets 1/2 ww. 2013: used hoist. 2014: new brush mower $1400 (1/4 to Street, 1/4 to Park, 1/2 to Storm) 2015: $900 for
		4,500	3,700	3,000	3,500	86%	3,000	laser level.
6312	Equipment Rent	499	160	529	136			
		600	600	500	500	27%	500	Rentals of chipper, pruner, air compressor, post pounder, etc.
6313	Equipment Repairs & Upkeep	4,254	2,060	1,059	2,220			Radio repairs, alternator & other outsourcing repairs. 2011: $3000 snow plow repair from Ziegler. 2013: purchasing a tarp for the snow truck for $3000 - take
		1,500	2,000	2,000	2,000	111%	2,000	out of Future Cap. Imp.

6314	Equipment Parts & Materials	23,439	25,829	25,306	21,687			Sweeper brooms, cutting edges, etc. 2012: extra $3000 for misc. new tires.
		22,000	24,114	21,000	20,500	106%	20,000	2014: decreased for sales tax exemption.
6315	Salt Sand & Chemicals	8,540	10,321	16,248	12,232			Price of salt should go down with the new salt/sand shed (larger quantity & through State bid), but the sand and chemicals won't. Have a contract with
		10,000	12,000	10,000	12,000	102%	12,000	State of MN for $12,000.
6316	Vehicle License Renewal	0	160	0	176			Renewed every two years on even years (3 pick-ups, 1 bucket truck, 1
		0	130	0	160	110%	0	freightliner, & 6 snow plow trucks at $16.00 each)
6321	Street Signs	1,028	196	1,522	931			
		1,000	900	900	700	133%	700	Signs for private developments are paid for by developers.
6411	Building & Grounds Maint.	2,048	777	3,375	600			Building materials, lumber for shop, etc. 2013: cement for snow dump area &
		1,000	1,000	1,200	1,100	55%	1,000	lift springs on shop door
6413	Capital Expenditures	27,777	11,559	0	45,981			2013: insulate cold storage bldg. $11,500 less 1/3 to ww = $7670 - take GF portion from Future Cap. Imp. 2014: Bunkers $5550, Used sweeper $50,000 (1/2 here, 1/2 to Storm), skidsteer $15,000 ($30,000 less $15,000 trade-in). 2015: $1300 Parks Bldg. project (1/6), $1500 blocks for bunkers, $30,000 used
		27,633	13,932	0	45,550	101%	32,800	loader (revenue from sale of current loader is in Rev. Budget).
6511	Clothing Allowance	2,099	2,141	3,171	2,055			
		600	2,000	2,000	2,000	103%	2,100	Boots, gloves, glasses, bibs, etc. $500/year/employee less $100 carryover
6611	Street Repairs/Seal Coating	19,332	42,863	59,010	53,740			See box below. 2013: new crack seal & seal coat program. 2015: sealcoat
		35,000	47,000	58,500	60,000	90%	55,000	alleys
6612	Street & Traffic Lights	54,050	50,031	53,781	50,293			
		49,000	51,000	55,000	56,000	90%	54,000	Electricity for street lights and stoplights; based on most previous 12 months.
6613	Rent Burlington Northern	0	0	0	0			
		500	0	0	0	#DIV/0!	0	This $500 fee will re-occur every five years. Last paid in 2011
6615	Storm Sewer Repairs	3,111	0	0	0			
		2,000	0	0	0	#DIV/0!	0	2010: $1500 for misc. and $4710 for Emma's pond repairs.
6616	Outside Snow Contracts	3,444	2,806	3,403	4,077			Snow hauling Kraemer Trucking (City does not have enough hauling trucks),
		4,500	4,500	4,500	4,000	102%	4,000	Smittys Service, Randy Wold shoveling snow at City Hall.
6617	Sidewalk Repair	872	303	0	770			
		1,000	1,000	800	800	96%	800	Businesses & residences pay 50%, City pays 50%.
6618	New Sidewalk	0	0	0	0			
		0	0	0	0	#DIV/0!	0	2011: 3 crosswalks on CR2 by Rocori - to be paid for out of Future Cap. Imp.
6711	Waste Collection	1,855	2,559	1,832	2,579			
		1,400	1,700	1,900	2,100	123%	2,300	Shop refuse pickup ($141/mo.) plus other material brought to Tom Kraemer.

6712	Weeds/Trees/Stumps	2,587	2,352	2,325	2,875				TLC spraying at City Hall & wells (approx. $1000), plus weed killer we purchase
		2,100	2,700	2,800	2,600	111%	2,700		(approx $900). Also, mowing vacant house lawns (approx $800).
7111	Other	608	0	0	43				
		400	100	100	0	#DIV/0!	0		Taxes on Vogt property - last year was 2011.
	Total Highways & Streets	385,971	364,184	402,949	444,306				
		387,092	388,002	389,439	432,516	103%	425,897	-1.70%	(6,619) Budget Increase (Decrease)

Detail for Street Repairs & Seal Coating Budget	
Seal coat	
Striping & traffic paint	
Crack Sealing - 20,000 lbs	
Air injection patching	
Patching	
Total	0

FUND 11 GENERAL FUND
Dept. 66 **Parks**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6109	Overtime Salary & Wages	0	0	0	0			
		0	0	0	0	#DIV/0!	0	
6110	Salaries/Benefits/Contracts FT	56,885	57,051	59,478	65,131			
		56,383	56,307	59,344	66,859	97%	68,602	Salaries & benefits, including sick & comp payouts.
6111	Salaries & Benefits - Part Time	20,481	19,645	17,841	20,996			Summer labor & ice rink. Increase in minimum wage Aug. 2014 for workers
		22,000	22,500	22,500	22,500	93%	22,000	who are 18 to $8.00/hr.
6112	Insurance/Bond Premiums	6,872	7,648	7,184	7,472			
		11,250	11,000	8,500	6,300	119%	7,500	Property and liability insurance.
6116	Supplies & Materials	1,164	1,277	1,969	2,121			
		1,800	1,800	1,900	2,000	106%	2,100	Towels/rugs, keys, supplies, bulbs, cleaners, garbage bags, toilet paper, etc.
6117	Telephone & Internet	399	365	733	765			
		860	900	600	600	128%	700	TDS Metrocom - based on last 6 months. Also cell phone employee pay plan.
6118	Natural Gas/Electricity	6,585	6,042	7,030	7,008			
		6,000	6,500	6,600	6,600	106%	8,200	Based on most recent previous 12 months.
6119	Gasoline & Diesel Fuel	4,256	4,211	3,097	3,323			
		3,000	3,200	3,200	3,200	104%	3,500	
6128	Workers Comp Insurance	4,937	3,881	3,965	5,306			
		4,350	4,900	4,900	4,700	113%	5,800	Workers comp ins. and paying claim deductibles.
6130	Safety Training	300	350	350	350			
		300	300	350	350	100%	375	Safety First (1/4 of $1400 annual fee)
6215	Engineering Fees	0	0	0	0			
		0	0	0	0	#DIV/0!	0	Lions & N.P. parks engineering out of Park Land Dedication
6311	Equipment	391	1,324	2,000	3,084			2014: 1/4 of brush mower $350, Stove for Pioneer Pk $600, General $1200. 2015: $1200 General, $850 frig for Frogtown Pk, $1250 buy Gator from WW
		2,000	1,500	1,500	2,150	143%	3,300	dept.
6313	Equipment Repairs & Upkeep	3,054	5,615	4,433	10,627			Lawn mower & chainsaw parts, paint, lights, rink repairs. 2014: Rink Repairs $3000, $2900 General, $1400 Skatepark Equip, $1000 wood chips, $1400 tar
		6,000	5,500	5,500	10,400	102%	8,800	path @ Pioneer, $700 Paint @ Pioneer Pk
6316	Vehicle License Renewal	0	32	0	16			
		0	29	0	32	50%	0	2 pick-ups - every 2 years in even years at $16.00 each
6326	Trail Maintenance	0	0	0	0			
		0	0	0	0	#DIV/0!	5,000	New in 2015. Maintenance & repairs on Rocori Trail & 14th Ave trail.
6411	Building & Grounds Maint.	2,169	5,169	5,461	2,517			Materials to fix park shelters. Equipment rentals. 2011: reshingle gazebo $350. 2012: reshingle warming house $4500 for materials only, do labor ourselves,
		2,000	5,250	2,000	3,500	72%	3,500	$750 misc. 2014: General $2900, Rentals $600

6413	Capital Expenditures	9,174	25,303	0	19,252			2014: Replace zero-turn mower $17,600 less $7500 trade-in = $10,100. 2015: Park Bldg project $1300 (1/6), Front deck mower: $31,500 less $13,500 trade-in = $18,000. Extend NP ballpark $1200 take out of NP fund (27), 2 Grandstand overhead doors $4000 take out of baseball fund (27). 1st base fence repairs $3000 take out of gambling fund (26).
		10,000	25,000	0	10,100	191%	19,300	
6711	Waste Collection	581	716	817	1,187			
		450	500	550	750	158%	800	Waste collection in Lions Park only - ($31/mo.) plus misc. demo charges
6712	Weed Control/Trees/Stumps	2,302	2,663	2,255	2,408			Spraying at Veterans, Pioneer, Frogtown, and Lions parks by Total Lawn Care (approx. $2000 per year). Also purchase of weed killer and miscellaneous demo costs. 2015: extra $500 to grind stumps in parks.
		2,600	2,500	2,800	2,800	86%	3,300	
6714	Baseball Park	7,205	10,913	12,852	15,302			2014: replace 1st base fence $1900, toilets $500, grandstand netting. 2015: Operating costs $10,000. 1/2 cost of infield repairs to be split with baseball assn. 1/2 of $2400 = $1200 plus extend grandstand netting to party deck $1000, both to come out of gambling fund (26)
		4,800	6,500	8,500	10,000	153%	10,000	
6716	Porta Potty Rental	2,672	2,308	2,046	2,050			Rent of Porta Potties for Skateboard park, Lions Park, Little League, & Frogtown Park for 7 mo.
		2,400	2,800	2,800	2,700	76%	2,400	
7111	Other	20	150	42	2,863			
		200	200	200	200	1431%	200	2014: property tax on River Links 2 park land
	Total Parks	129,447	154,663	131,553	171,777			
		136,393	157,186	131,744	155,741	110%	175,377	12.61% 19,636 Budget Increase (Decrease)

FUND 11 GENERAL FUND
Dept. 67 **Library**

(As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS
6112	Insurance/Bond Premiums	1,039	1,492	379	395			
		1,300	1,300	1,800	400	99%	500	Liability and property insurance.
6116	Supplies & Materials	1,013	1,169	1,340	1,291			
		1,000	1,100	1,200	1,300	99%	1,400	Towels & rugs.
6118	Natural Gas/Electricity	2,739	2,631	2,754	3,025			
		3,200	3,200	3,100	3,100	98%	3,200	Based on most recent 12 previous months.
6220	Cleaning Services	866	849	953	825			
		850	900	900	1,000	83%	1,000	Cleaning services about $70/month + windows.
6311	Equipment	0	0	80	0			2012: budgeted for 2 computer tables plus wiring to them. 2015: office chair
		0	500	200	200	0%	1,000	and blinds for 5 windows in the front.
6313	Equipment Repairs & Upkeep	3	8	17	28			
		50	50	50	50	56%	50	Service fire extinguishers & misc. repairs
6411	Building & Grounds Maint.	232	1,494	594	992			Shampoo carpet, St. Cloud Refrigeration annual maintenance, etc. 2012:
		500	500	800	900	110%	900	furnace repair
6413	Capital Expenditures	0	0	0	0			
		0	0	0	0	#DIV/0!	0	
	Total Library	5,893	7,643	6,116	6,556			
		6,900	7,550	8,050	6,950	94%	8,050	15.83% 1,100 Budget Increase (Decrease)

FUND 11 GENERAL FUND

Dept. 96 **Other Financing Sources** (As of December, 2014)

		2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	% Spent	2015 BUDGET ENTRY	SPECIFIC COMMENTS		
6325	Use Tax	532	990	1,376	55					
		1,300	600	900	0		0	Sales tax that didn't get billed to us that we pay in ourselves		
6916	Transfer Out	0	0	0	0			2011: Budgeted $1200 to repay the alcohol forfeiture fund for new server		
		1,200	0	0	0	#DIV/0!	0	purchased in 2010.		
7111	Other	0		0	0					
		0	0	0	0	#DIV/0!	0			
	Total Other Financing Sources	532	990	1,376	55					
		2,500	600	900	0	#DIV/0!		#DIV/0!	0	Budget Increase (Decrease)
Total General Fund Expenditures		1,923,587	1,982,852	2,053,164	2,166,134					
		1,937,215	1,990,098	1,971,787	2,146,396		2,170,850	1.14%	24,454	Budget Increase (Decrease)
			3%	-1%	9%					
Total General Fund Revenues		1,910,307	2,027,390	1,939,649	2,262,115					
		1,956,169	1,952,261	1,947,482	2,147,746		2,171,550	1.11%		
Actual Surplus (Deficit)		(13,280)	44,538	(113,515)	95,981					
Budget Surplus (Deficit)		18,954	(37,837)	24,305	1,350		700			

CHANGES TO GENERAL FUND RESERVES

Each fiscal year the City is setting aside funds for acquisitions expected in the future, as well as replenishing the general fund for monies drawn to cover large expenditures in the past. These practices allow the City to maintain a more consistent levy, gives the ability to finance a purchase without the cost of borrowing, and results in more orderly, planned purchase practices. The City began the practice of allocating these monies in the operating budget recently, but at the request of the City auditors this practice will be discontinued beginning in FY2004. These changes (+ or -) will be footnoted at the end of the the general fund expenditures. Numbers (in parenthesis and in red) are dollars being drawn from GF Reserves, while number in black are dollars being added to reserves.

Department	Year Buy	Purpose	2015 BUDGET ENTRY	SPECIFIC COMMENTS
City Hall		Copier allocation	2,000	Last copier purchased in 2012.
		Copier purchase		
Civil Defense	Unknown		(12,300)	Levied $4100 in each year 06, 07, & 08 for purchase of siren in 2011 for
			(1,000)	River Links. Also, received $1000 Stearns Electric grant in 2014.
Net Changes to General Fund Reserves			**($11,300)**	
GF Balance after above reserve changes			**$12,000**	(this is because there was an error in the GF Revenues spreadsheet on the last page)