File

City of Lake Elmo City Council Workshop 3800 Laverne Avenue North Lake Elmo, MN 55042 September 6, 2011

6:00 p.m. -7:00 p.m. (?)

Proposed Agenda*

Agenda

- 1. 2012 Budget Discussion with City Department Heads
- 2. Adjourn

City of Lake Elmo Preliminary 2012 Budget Notes September 6, 2011

Modifications to Budget:

The previous preliminary 2012 General Fund budget (as presented on 08/30/11) exhibited a shortfall (revenues less expenditures) of \$22,082. The attached preliminary 2012 budget closed this shortfall with the following modifications:

Modifications to 2012 Preliminary Budget of 08/30/11:

Preliminary Budget Shortfall	(22,082)
Removal of 2% COLA Adjust health insurance increase from 3.0% to 7.5% Planning and Zoning adjustments Fire Relief contribution adjustment to \$0 Animal Control adjustment Tree Program adjustment Increase of capital transfers out Miscellaneous Revenue adjustment	18,080 (6,525) 5,400 7,175 5,100 6,000 (12,000) (1,148)
Net Modifications	22,082
Revised Budget Shortfall	0

Tax Levy Scenarios:

Scenario C: Maintain 2011 total General Fund property tax levy for 2012

This scenario is currently used in the provided preliminary General Fund revenue budget (General Fund flat levy at \$2,484,903)

Scenario C1: Same as Scenario C, but adds back 2% COLA

Adding back a 2% personnel wages cost of living adjustment increases the General Fund levy requirement by \$18,080

Scenario C2: Same as Scenario C, but adds Fire Department modifications

Adding Fire Department net recommended modifications increases the General Fund levy requirement by \$19,444 (\$14,952 volunteer personnel, and \$4,492 operational costs)

• Scenario C3: Same as Scenario C, but adds debt levy for a Fire Truck

Financing an approximate \$600,000 fire truck with G.O. equipment certificates of indebtedness over ten years would increase the debt service fund levies by an estimated \$75,000 per year

Scenario C4: Same as Scenario C, but adds Library levy

Using Washington County's 2011 library operating levy amount applied to Lake Elmo property owners would increase the City's overall levy requirement by \$260,078

City of Lake Elmo 2012 Property Tax Levy Scenarios Summary

Scenario C: Maintain 2011 total General Fund property tax levy for 2012

Scenario C1: Maintain 2011 total General Fund property tax levy for 2012, PLUS 2% COLA (\$18,080)

Scenario C2: Maintain 2011 total General Fund property tax levy for 2012, PLUS FIRE BUDGET MODIFICATIONS (\$19,444)

Scenario C3: Maintain 2011 total General Fund property tax levy for 2012, PLUS FIRE TRUCK DEBT LEVY (\$75,000)

Scenario C4: Maintain 2011 total General Fund property tax levy for 2012, PLUS LIBRARY LEVY (\$260,078)

		Scenario C	Scenario C1	Scenario C2	Scenario C3	Scenario C4
·	Actual	Hypothetical	Hypothetical	Hypothetical	Hypothetical	Hypothetical
	Pay	Pay	Pay	Pay	Pay	Pay
	2011	2012	2012	2012	2012	2012
Property Tax Information:						
Estimated Market Value & Tax Capacity Change (Taxable)	N/A	-10.2%	-10.2%	-10.2%	-10.2%	-10.2%
General Fund Levy	2,484,903	2,484,903	2,502,983	2,504,347	2,484,903	2,484,903
% Change	<i>N/A</i>	<i>0.0%</i>	<i>0.7%</i>	0.8%	<i>0:0</i> %	0.0%
Debt Service Levies	304,656	410,036	410,036	410,036	485,036	410,036
% Change	N/A	<i>34</i> .6%	<i>34.6</i> %	<i>34.6%</i>	<i>5</i> 9.2%	<i>34.6%</i>
Library Levy	0	0	0	0	0	260,078
% Change	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	N/A
Total Levy	2,789,559	2,894,939	2,913,019	2,914,383	2,969,939	3,155,017
% Change	<i>N/A</i>	3.8%	<i>4.4%</i>	<i>4.5</i> %	6,5%	<i>13.1%</i>
City Local Tax Capacity Rate	21.832%	25.270%	25.436%	25.449%	25.961%	27.668%
% Change	N/A	15.7%	<i>16.5%</i>	16.6%	18.9%	26.7%
Estimated Property Taxes:						
\$300,000 Home With No Market Value Change	626	732	737	738	752	802
% Change	N/A	17.0%	17.8%	17.8%	20.2%	28.1%
\$300,000 Home With 10.2% Market Value Decrease	626	648	652	653	666	709
% Change	<i>N/A</i>	3.5%	4.2%	4.2%	6.3%	13.3%

		Maintain 201	SCENA 11 Total General Fun	RIO C d Property Tax Levy	for 2012		
			2011	2012	Change		-
Tax Rate:		Flat	21.832%	25.270%	15.7%		
Total General Fund	Levy: *	Variable	\$2,484,903	\$2,484,903	\$0		
Debt Service Levies	<u>:</u>	Variable	\$304,656	\$410,036	\$105,380		
Library Levy:		Variable _	\$0	\$0	\$0		
Total Levy:		Variable _	\$2,789,559	\$2,894,939	\$106,380		
2011 CITY PROPERT	TY TAXES						
Market Value 2011	Market Value Homestead Exclusion 2011	Tax Capacity 2011	City Local Tax Capacity Rate Pay 2011	Market Value Homestead Credit 2011	City Property Taxes 2011		
\$100,000 \$300,000 \$500,000 \$700,000	N/A N/A N/A N/A	\$1,000 \$3,000 \$5,000 \$7,500	21.832% 21.832% 21.832% 21.832%	(\$80) (\$29) \$0 \$0	\$138 \$626 \$1,092 \$1,637		
2012 CITY PROPERT	TY TAXES (WITH NO I	WARKET VALUE C	HANGE)				
Market Value 2012 NO CHANGE	Market Value Homestead Exclusion 2012	Tax Capacity 2012	City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012	City Property Taxes 2012	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
\$100,000 \$300,000 \$500,000 \$700,000	(\$28,200) (\$10,200) \$0 \$0	\$718 \$2,898 \$5,000 \$7,500	25.270% 25.270% 25.270% 25.270%	N/A N/A N/A N/A	\$181 \$732 \$1,263 \$1,895	\$43 \$106 \$172 \$258	31.2% 17.0% 15.7% 15.7%
2012 CITY PROPER	TY TAXES (WITH 10.2	% MARKET VALU	DECREASE)				
Market Value 2012 DECREASE OF -10.2%	Market Value Homestead Exclusion 2012	Tax Capacity 2012	City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012	City Property Taxes 2012	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
\$89,800 \$269,400 \$449,000 \$628,600	(\$29,200) (\$13,000) \$0 \$0	\$606 \$2,564 \$4,490 \$6,608	25,270% 25,270% 25,270% 25,270%	N/A N/A N/A N/A	\$153 \$648 \$1,135 \$1,670	\$15 \$22 \$43 \$32	10.79 3.59 3.99 2.09

^{* 2011} total General Fund levy Included levies for 2010/2011 MVHC Unallotments/Cuts

Maintain 2011 Total General Fund Property Tax Levy for 2012, PLUS 2% COLA	·		2. PLUS 2% COLA		SCENAR Seneral Fund Proper	aintain 2011 Total (Ma	
Flat 21.832% 25.436% 16.5%								
Total General Fund Levry: * Variable \$2,484,903 \$2,502,983 \$19,080 2% (OOLA			Change			_		Tow Date:
Debt Service Levies: Variable \$304,656 \$410,036 \$105,380			16.5%	25.436%	21.832%	Flat		Tax Kate:
Narket Market Value Library		% COLA	\$18,080 2	\$2,502,983	\$2,484,903	Variable	Levy: *	<u> Fotal General Fund</u>
Variable \$2,789,559 \$2,913,019 \$123,480 \$101 CiTY PROPERTY TAXES			\$105,380	\$410,036	\$304,656	Variable	<u> </u>	Debt Service Levies
Market Value			\$0_	\$0	\$0	Variable _		lbrary Levy:
Market Value			\$123,460	\$2,913,019	\$2,789,559	Variable =		otal Levy:
Market			,				TY TAXES	011 CITY PROPERT
Market Value Homestead Exclusion Tax Capacity Tax Capacity Rate Homestead Credit Property Taxes 2011 2011 2011 2011 2011 2011 2011 2011 \$100,000 N/A \$1,000 21,832% (\$80) \$138 \$138 \$300,000 N/A \$3,000 21,832% \$0 \$1,092 \$500,000 N/A \$5,000 21,832% \$0 \$1,092 \$700,000 N/A \$7,500 21,832% \$0 \$1,092 \$700,000 N/A \$7,500 21,832% \$0 \$1,092 \$700,000 N/A \$7,500 21,832% \$0 \$1,092 \$1,092 \$700,000 N/A \$7,500 21,832% \$0 \$1,092 \$1,092 \$700,000 N/A \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000 \$1,000					Otto 11		Market Value	
\$100,000 N/A \$1,000 21.832% (\$80) \$138 \$300,000 N/A \$3,000 21.832% \$0 \$1,092 \$500,000 N/A \$5,000 21.832% \$0 \$1,092 \$700,000 N/A \$7,500 21.832% \$0 \$1,092 \$700,000 N/A \$7,500 21.832% \$0 \$1,092 \$700,000 N/A \$7,500 21.832% \$0 \$1,637 \$			Property Taxes	Homestead Credit	Tax Capacity Rate	Capacity	Homestead Exclusion	Value
\$300,000 N/A \$3,000 21.832% (\$29) \$626 \$500,000 N/A \$5,000 21.832% \$0 \$1,092 \$700,000 N/A \$5,000 21.832% \$0 \$1,092 \$700,000 N/A \$7,500 21.832% \$0 \$1,637 \$			2011	2011	Pay 2011	2011	2011	2011
\$700,000 N/A \$7,500 21.832% \$0 \$1,637 012 CITY PROPERTY TAXES (WITH NO MARKET VALUE CHANGE) Market Market Value Homestead Tax Tax Capacity Homestead Property Taxes Increase 2012 Exclusion Capacity Rate Credit Taxes Increase NO CHANGE 2012 2012 Pay 2012 2012 2012 (Decrease) \$100,000 (\$28,200) \$718 25,436% N/A \$183 \$44 \$300,000 (\$10,200) \$2,898 25,436% N/A \$737 \$111 \$500,000 \$0 \$5,000 25,436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25,436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25,436% N/A \$1,908 \$270 012 CITY PROPERTY TAXES (WITH 10.2% MARKET VALUE DECREASE) Market Value Market Value City Local Market Value Property Taxes Increase Cepton Capacity Rate Credit Taxes Increase Increase 1.0.2% 2012 2012 2012 (Decrease) DECREASE OF Exclusion Capacity Rate Credit Taxes Increase 1.0.2% 2012 2012 2012 (Decrease)			\$626	(\$29)	21.832%	\$3,000	N/A	\$300,000
Market Value Value Homestead Value Homestead Property Value Homestead Property Homestead Property Taxes Increase Property Pay 2012 Pa								
Value Homestead Tax Tax Capacity Homestead Property Taxes 2012 Exclusion Capacity Rate Credit Taxes Increase NO CHANGE 2012 2012 Pay 2012 2012 2012 (Decrease) \$100,000 (\$28,200) \$718 25,436% N/A \$183 \$44 \$300,000 (\$10,200) \$2,898 25,436% N/A \$737 \$111 \$500,000 \$0 \$5,000 25,436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25,436% N/A \$1,908 \$270 **O12 CITY PROPERTY TAXES (WITH 10.2% MARKET VALUE DECREASE) ***					HANGE)	MARKET VALUE CI	Y TAXES (WITH NO I	2012 CITY PROPERT
Value Homestead Tax Tax Capacity Homestead Property Taxes 2012 Exclusion Capacity Rate Credit Taxes Increase NO CHANGE 2012 2012 2012 (Decrease) \$100,000 (\$28,200) \$718 25,436% N/A \$183 \$44 \$300,000 (\$10,200) \$2,898 25,436% N/A \$737 \$111 \$500,000 \$0 \$5,000 25,436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25,436% N/A \$1,908 \$270 Market Value Market Value City Local Market Value City Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease)	Damanta	Property	Clfv	Market Value	City Local		Market Value	Market
2012 Exclusion Capacity Rate Credit Taxes Increase	Percentage Tax		•			Tax		
NO CHANGE 2012 2012 2012 2012 2012 2012 (Decrease)	Increase			Credit	Rate			
\$300,000 (\$10,200) \$2,898 25,436% N/A \$737 \$111 \$500,000 \$0 \$5,000 25,436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25,436% N/A \$1,272 \$180 \$270 212 CITY PROPERTY TAXES (WITH 10,2% MARKET VALUE DECREASE) Market Value Market Value City Property Value Market Value City Property 2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25,436% N/A \$154 \$16	(Decrease)			2012	Pay 2012	2012	2012	NO CHANGE
\$500,000 \$0 \$5,000 25,436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25.436% N/A \$1,272 \$180 \$270 \$12 CITY PROPERTY TAXES (WITH 10.2% MARKET VALUE DECREASE) Market Value Market Value City Local Market Value City Property 2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25,436% N/A \$154 \$16	32.0	\$44	\$183	N/A				
\$500,000 \$0 \$5,000 25.436% N/A \$1,272 \$180 \$700,000 \$0 \$7,500 25.436% N/A \$1,908 \$270 D12 CITY PROPERTY TAXES (WITH 10.2% MARKET VALUE DECREASE) Market Value Market Value City Local Market Value City Property 2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$605 25.436% N/A \$154 \$16	17.8	\$111	\$737	N/A				
Market Value Market Value City Local Market Value City Property	16.5		\$1,272					
Market Value Market Value City Local Market Value City Property 2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$605 25.436% N/A \$154 \$16	16.5		\$1,908	N/A	25.436%	\$7,500	\$0	\$700,000
Value Market Value City Local Market Value City Property 2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25.436% N/A \$154 \$16 \$269,400 (\$13,000) \$200,000 <td></td> <td></td> <td></td> <td></td> <td>DECREASE)</td> <td>% MARKET VALUE</td> <td>Y TAXES (WITH 10.29</td> <td>112 CITY PROPERT</td>					DECREASE)	% MARKET VALUE	Y TAXES (WITH 10.29	112 CITY PROPERT
2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25,436% N/A \$154 \$16							•	
2012 Homestead Tax Tax Capacity Homestead Property Taxes DECREASE OF Exclusion Capacity Rate Credit Taxes Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25.436% N/A \$154 \$16	Percentage	Property	City	Market Value	City Local		Market Value	
DECREASE OF -10.2% Exclusion Capacity Rate Credit Taxes Increase Increase -10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25.436% N/A \$154 \$16 \$269,400 (\$13,000) \$3.564 27.436% N/A \$154 \$16	rercentage Tax		,			Tax	Homestead	
-10.2% 2012 2012 Pay 2012 2012 2012 (Decrease) \$89,800 (\$29,200) \$606 25.436% N/A \$154 \$16	Increase	*				Capacity	Exclusion	
\$269.400 (\$43.000) \$7.504 \$7.60	(Decrease)					2012	2012	-10.2%
\$269.400 (\$43.000) \$2.504		\$16	\$154	N/A	25.436%	\$606	(\$29,200)	\$89,800
ΨΑΡΡΙΤΌ (ΦΙΡΙΟΌΙ) ΦΖ,004 25.436% Ν/Δ ΦΩΕΊ ΑΛΛ	11:4		\$652	N/A	25.436%	\$2,564	(\$13,000)	\$269,400
\$449,000 \$6 \$25	4.2		•					
\$628,600 \$0 \$6,608 25.436% N/A \$1,142 \$50 \$628,600 \$0 \$6,608 25.436% N/A \$1,681 \$43	4.6 2.7							

^{* 2011} total General Fund levy Included levies for 2010/2011 MVHC Unallotments/Cuts

	Maintain 2044	Total General For	SCENAR of Property Tax Levy		RE BUDGET MODIFIC	PMOITA	
	141411111111 ZV ()	rotar Concrat I di	2011	2012	Change	ATIONO	
Γax Rate:		- Flat	21.832%	25,449%	16.6%		
otal General Fund L	_evv: *	Variable	\$2,484,903		\$19,444 F	re hudget modificat	iner svensker
Debt Service Levies:		Variable	\$304,656	\$410,036	\$105,380	u estada ellindilogi	
ibrary Levy:	-	Variable	\$0	, \$0 \$0	\$0		
otal Levy:		Variable _	\$2,789,559	\$2,914,383	\$124,824		
.5001.		. • 6(16)/10	ΨΣ,100,000	\$2,914,303	<u>Φ124,024</u>		
011 CITY PROPERT	Y TAXES						
Market Value 2011	Market Value Homestead Exclusion 2011	Tax Capacity 2011	City Local Tax Capacity Rate Pay 2011	Market Value Homestead Credit 2011	City Property Taxes 2011		
\$100,000 \$300,000 \$500,000 \$700,000	N/A N/A N/A N/A	\$1,000 \$3,000 \$5,000 \$7,500	21,832% 21,832% 21,832% 21,832%	(\$80) (\$29) \$0 \$0	\$138 \$626 \$1,092 \$1,637		
012 CITY PROPERT	Y TAXES (WITH NO	MARKET VALUE C	HANGE)				
Market Value 2012 NO CHANGE	Market Value Homestead Exclusion 2012	Tax Capacity 2012	City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012	City Property Taxes 2012	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
\$100,000 \$300,000	(\$28,200) (\$10,200)	\$718 \$2,898	25,449% 25,449%	N/A N/A	\$183	\$44	32.1
\$500,000 \$500,000 \$700,000	\$0 \$0 \$0	\$5,000 \$7,500	25.449% 25.449% 25.449%	N/A N/A N/A	\$738 \$1,272 \$1,909	\$112 \$181 \$271	17.8 16.6 16.6
012 CITY PROPERT	Y TAXES (WITH 10.2	% MARKET VALUE	DECREASE)				
Market Value 2012 DECREASE OF -10.2%	Market Value Homestead Exclusion 2012	Tax Capacity 2012	City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012	City Property Taxes 2012	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
\$89,800 \$269,400 \$449,000 \$628,600	(\$29,200) (\$13,000) \$0 \$0	\$606 \$2,564 \$4,490 \$6,608	25.449% 25.449% 25.449% 25.449%	N/A N/A N/A N/A	\$154 \$653 \$1,143 \$1,682	\$16 \$27 \$51 \$44	11.5 4.2 4.7 2.7

^{* 2011} total General Fund levy included levies for 2010/2011 MVHC Unallotments/Cuts

	Maintain 2	2011 Total General	SCENAR Fund Property Tay I	.evy for 2012, PLUS F	IDE TOUCK DEST	L EXAC	
			2011	2012	Change	LEVY	
<u> [ax Rate:</u>		Flat	21.832%	25.961%	18.9%		
otal General Fund	Levy: *	Variable	\$2,484,903	\$2,484,903	\$0		
ebt Service Levies	<u>:</u>	Varlable	\$304,656		·	ncludes \$75,000 for	ire truck daht
lbrary Levy:		Variable _	\$0	\$0	\$0		II A HOLD ABOUTE
otal Levy:		Variable	\$2,789,559	\$2,969,939	\$180,380		
011 CITY PROPER	TV TAYER						
JII OHI I KOFEK	<u> </u>						
Market Value 2011	Market Value Homestead Exclusion 2011	Tax Capacity 2011	City Local Tax Capacity Rate Pay 2011	Market Value Homestead Credit 2011	City Property Taxes 2011		
\$100,000 \$300,000 \$500,000	N/A N/A N/A	\$1,000 \$3,000 \$5,000	21.832% 21.832% 21.832%	(\$80) (\$2 9) \$0	\$138 \$626 \$1,092		
\$700,000	N/A	\$7,500	21,832%	\$0 .	\$1,637		
\$700,000	N/A	\$7,500	21,832%				
\$700,000		\$7,500	21,832%			Property Taxes Increase (Decrease)	Percentage Tax Increase
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000	N/A TY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718	21.832% HANGE) City Local Tax Capacity Rate	\$0 Market Value Homestead Credit	\$1,637 City Property Taxes 2012	Taxes Increase (Decrease)	Tax Increase (Decrease)
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961%	\$0 Market Value Homestead Credit 2012 N/A N/A	\$1,637 City Property Taxes	Taxes Increase (Decrease) \$48	Tax Increase (Decrease)
\$700,000 112 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961%	Market Value Homestead Credit 2012 N/A N/A N/A	City Property Taxes 2012	Taxes Increase (Decrease)	Tax Increase (Decrease) 34.8 20.2
\$700,000 212 CITY PROPER Market Velue 2012 NO CHANGE \$100,000 \$300,000	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961%	\$0 Market Value Homestead Credit 2012 N/A N/A	City Property Taxes 2012 \$186 \$752	Taxes Increase (Decrease) \$48 \$126	Tax Increase (Decrease) 34.8 20.2 18.9
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961%	Market Value Homestead Credit 2012 N/A N/A N/A	\$1,637 City Property Taxes 2012 \$186 \$752 \$1,298	Taxes Increase (Decrease) \$48 \$126 \$206	Tax Increase (Decrease) 34.8 20.2 18.9
\$700,000 P12 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 Market	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 FY TAXES (WITH 10.2)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961%	Market Value Homestead Credit 2012 N/A N/A N/A N/A	\$1,637 City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947	Taxes Increase (Decrease) \$48 \$126 \$206	Tax Increase (Decrease) 34.1 20.1
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 Market Value	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 TY TAXES (WITH 10.2)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local	Market Value Homestead Credit 2012 N/A N/A N/A N/A N/A N/A M/A	\$1,637 City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947	Taxes Increase (Decrease) \$48 \$126 \$206 \$310	Tax Increase (Decrease)
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 112 CITY PROPERT Market Value 2012	N/A TY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 TY TAXES (WITH 10.2) Market Value Homestead	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500 % MARKET VALUE	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local Tax Capacity	Market Value Homestead Credit 2012 N/A N/A N/A N/A N/A Market Value Homestead	\$1,637 City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947 City Property	Taxes Increase (Decrease) \$48 \$126 \$206 \$310 Property Taxes	Tax Increase (Decrease) 34.8 20.2 18.9
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 112 CITY PROPERT Market Value 2012	N/A TY TAXES (WITH NO) Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 TY TAXES (WITH 10.2) Market Value Homestead Exclusion	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500 % MARKET VALUE Tax Capacity	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local Tax Capacity Rate	Market Value Homestead Credit 2012 N/A N/A N/A N/A N/A Market Value Homestead Credit	City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947 City Property Taxes	Taxes Increase (Decrease) \$48 \$126 \$206 \$310 Property Taxes Increase	Tax Increase (Decrease) 34.4 20.2 18.5 18.5 Percentage Tax Increase
\$700,000 P12 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 P12 CITY PROPER Market Value 2012 DECREASE OF -10.2%	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 FY TAXES (WITH 10.2) Market Value Homestead Exclusion 2012	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500 % MARKET VALUE	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local Tax Capacity	Market Value Homestead Credit 2012 N/A N/A N/A N/A N/A Market Value Homestead	\$1,637 City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947 City Property	Taxes Increase (Decrease) \$48 \$126 \$206 \$310 Property Taxes	Tax Increase (Decrease) 34. 20. 18. 18.
\$700,000 212 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 212 CITY PROPERI Market Value 2012 DECREASE OF -10.2% \$89,800	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 FY TAXES (WITH 10.2) Market Value Homestead Exclusion 2012 (\$29,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500 % MARKET VALUE Tax Capacity 2012 \$606	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local Tax Capacity Rate	Market Value Homestead Credit 2012 N/A N/A N/A N/A N/A Market Value Homestead Credit	City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947 City Property Taxes	Taxes Increase (Decrease) \$48 \$126 \$206 \$310 Property Taxes Increase (Decrease)	Tax Increase (Decrease) 34.1 20.2 18.5 18.5 Percentage Tax Increase (Decrease)
\$700,000 012 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$500,000 \$700,000 012 CITY PROPERI Market Value 2012 DECREASE OF -10.2% \$89,800 \$269,400	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 FY TAXES (WITH 10.2) Market Value Homestead Exclusion 2012 (\$29,200) (\$13,000)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500 % MARKET VALUE Tax Capacity 2012 \$606 \$2,564	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012 N/A N/A N/A N/A Mrket Value Homestead Credit 2012	City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947 City Property Taxes 2012	Taxes Increase (Decrease) \$48 \$126 \$206 \$310 Property Taxes Increase (Decrease)	Tax Increase (Decrease) 34.8 20.2 18.9 18.9 Percentage Tax Increase (Decrease)
\$700,000 012 CITY PROPER Market Value 2012 NO CHANGE \$100,000 \$300,000 \$700,000 \$700,000 D12 CITY PROPERI Market Value 2012 DECREASE OF -10.2%	N/A FY TAXES (WITH NO Market Value Homestead Exclusion 2012 (\$28,200) (\$10,200) \$0 \$0 FY TAXES (WITH 10.2) Market Value Homestead Exclusion 2012 (\$29,200)	\$7,500 MARKET VALUE C Tax Capacity 2012 \$718 \$2,898 \$5,000 \$7,500 % MARKET VALUE Tax Capacity 2012 \$606	21.832% HANGE) City Local Tax Capacity Rate Pay 2012 25.961% 25.961% 25.961% 25.961% City Local Tax Capacity Rate Pay 2012 25.961%	Market Value Homestead Credit 2012 N/A N/A N/A N/A N/A Market Value Homestead Credit 2012 N/A	\$1,637 City Property Taxes 2012 \$186 \$752 \$1,298 \$1,947 City Property Taxes 2012 \$157	Taxes Increase (Decrease) \$48 \$126 \$206 \$310 Property Taxes Increase (Decrease)	Tax Increase (Decrease) 34.1 20.2 18.5 18.5 Percentage Tax Increase (Decrease)

^{* 2011} total General Fund levy Included levies for 2010/2011 MVHC Unallotments/Cuts

	Mainta	ain 2011 Total Gen	SCENAR eral Fund Property		PLUS LIBRARY I EV	VY	
			2011	2012	Change	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·
ax Rate:		- Flat	21.832%	27.668%	26.7%	-	
otal General Fund I	_evy:_*	Variable	\$2,484,903	\$2,484,903	\$0		
ebt Service Levies:	<u>L</u>	Variable	\$304,656	\$410,036	\$105,380		
ibrary Levy:		Variable _	\$0	\$260,078	\$260,078	County 2011 Library o	perating levy
otal Levy:		Variable =	\$2,789,559	\$3,155,017	\$365,458	:	
011 CITY PROPERT	TY TAXES						
Market Value 2011	Market Value Homestead Exclusion 2011	Tax Capacity 2011	City Local Tax Capacity Rate Pay 2011	Market Value Homestead Credit 2011	City Property Taxes 2011	20	
\$100,000 \$300,000 \$500,000 \$700,000	N/A N/A N/A N/A	\$1,000 \$3,000 \$5,000 \$7,500	21.832% 21.832% 21.832% 21.832%	(\$80) (\$29) \$0 \$0	\$138 \$626 \$1,092 \$1,637		
012 CITY PROPERT	TY TAXES (WITH NO I	MARKET VALUE C	HANGE)				
Market Value 2012 NO CHANGE	Market Value Homestead Exclusion 2012	Tax Capacity 2012	City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012	City Property Taxes 2012	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
\$100,000 \$300,000 \$500,000 \$700,000	(\$28,200) (\$10,200) \$0 \$0	\$718 \$2,898 \$5,000 \$7,500	27.668% 27.668% 27.668% 27.668%	N/A N/A N/A N/A	\$199 \$802 \$1,383 \$2,075	\$60 \$176 \$292 \$438	43. 28. 26. 26.
012 CITY PROPERT	TY TAXES (WITH 10.2	% MARKET VALUE	E DECREASE)				
Market Value 2012 DECREASE OF -10.2%	Market Value Homestead Exclusion 2012	Tax Capacity 2012	City Local Tax Capacity Rate Pay 2012	Market Value Homestead Credit 2012	City Property Taxes 2012	Property Taxes Increase (Decrease)	Percentage Tax Increase (Decrease)
\$89,800 \$269,400 \$449,000	(\$29,200) (\$13,000) \$0	\$606 \$2,564 \$4,490	27.668% 27.668% 27.668%	N/A N/A N/A	\$168 \$709 \$1,242	\$29 \$83 \$151	21. 13. 13.

^{* 2011} total General Fund levy Included levies for 2010/2011 MVHC Unallotments/Cuts

Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
GENERAL FUND SUMMARY						Onlinge
Revenues by Classification						
Property Taxes/Franchise Fees Licenses and Permits Intergovernmental Charges for Services Fines Other	\$2,427,971 \$157,760 \$126,250 \$7,900 \$52,000	\$2,407,152 \$261,449 \$155,293 \$13,974 \$68,897	\$2,493,485 \$167,960 \$126,249 \$10,400 \$52,000	\$1,299,069 \$141,000 \$112,381 \$11,658 \$34,988	\$2,530,403 \$181,100 \$133,249 \$10,850 \$53,000	1.5% 7.8% 5.5% 4.3% 1.9%
	\$77,130	\$85,043	\$69,129	\$11,637	\$41,852	-39,5%
Total Revenues	\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,950,454	1.1%
Other Financing Sources						
Transfers in	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources	\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,950,454	1.1%
Expenditures by Program				· ·		
General Government Public Safety Public Works Culture & Recreation	\$970,020 \$1,069,704 \$499,333 \$191,104	\$921,590 \$1,064,174 \$473,295 \$155,547	\$972,119 \$1,070,422 \$501,439 \$193,243	\$571,991 \$259,078 \$262,165 \$85,395	\$970,214 \$1,098,444 \$485,582	-0.2% 2.6% -3.2%
Total Expenditures	\$2,730,161	\$2,614,607	\$2,737,223	\$1,178,630	\$184,214 \$2,738,454	-4.7% 0.0%
Other Financing Uses						0.0%
Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	16.5%
Total Other Financing Uses	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	\$0
Total Expenditures and Other Financing Uses	\$2,849,011	\$2,741,457	\$2,919,223	\$1,352,630	\$2,950,454	1.1%
Net Change in Fund Balance	\$0	\$250,350	\$0	\$258,103	\$0	N/A
General Fund Balance						
Fund Balance, Beginning of Year Net Change in Fund Balance	\$2,435,810 \$0	\$2,435,810 \$250,350	\$2,686,160 \$0	\$2,686,160 \$258,103	\$2,686,160 \$0	0.0% N/A
Fund Balance, Ending of Year	\$2,435,810	\$2,686,160	\$2,686,160	\$2,944,263	\$2,686,160	0.0%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
GENERAL FUND							
Revenues							
Property Taxes/Franch	ise Fees						
101-000-0000-31010	Current Ad Valorem Taxes	\$2,360,790	\$2,122,403	\$2,409,867	\$1,169,260	\$2,484,903	3.1%
101-000-0000-31010 101-000-0000-31010	2008 MVHC Unallotment Recovery 2009 MVHC Unallotment Recovery	\$19,365 \$35,475	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
101-000-0000-31010	2010 MVHC Cut Recovery	\$0	\$0	\$37,518	\$0	\$0	-100.0%
101-000-0000-31010	2011 MVHC Cut Recovery	\$0	\$0	\$37,518	\$0	\$0	-100.0%
101-000-0000-31010 101-000-0000-31020	MVHC State Unallotment/Cut Delinquent Ad Valorem Taxes	(\$33,759) \$0	\$0 \$65,911	(\$37,518) \$0	\$0 \$6,917	\$0 \$0	N/A N/A
101-000-0000-31030	Mobile Home Tax	\$8,000	\$8,596	\$8,000	\$2,501	\$8,000	0.0%
101-000-0000-31040	Fiscal Disparities	\$0	\$169,645	\$0	\$81,205	\$0	N/A
101-000-0000-31910 101-000-0000-33620	Penalty & Interest on Taxes Gravel Tax	\$0 \$3.100	\$4,790	\$0	(\$526)	\$0	N/A
101-000-0000-33622	Cable Franchise Revenue	\$3,100 \$35,000	\$439 \$35,367	\$3,100 \$35,000	\$818 \$38,894	\$1,000 \$36,500	-67.7% 4.3%
Total Property Taxes/F	ranchise Fees	\$2,427,971	\$2,407,152	\$2,493,485	\$1,299,069	\$2,530,403	1.5%
Licenses and Permits	_						
101-000-0000-32110	Liquor License	\$7,200	\$9,875	\$7,200	\$1,725	\$8,000	11.1%
101-000-0000-32180	Wastehauler License	\$1,000	\$230	\$1,000	\$1,725	\$200	-80.0%
101-000-0000-32181	General Contractor License	\$1,800	\$4,925	\$2,000	\$1,725	\$2,000	0.0%
101-000-0000-32183 101-000-0000-32184	Heating Contractor License Blacktopping Contractor License	\$200 \$60	\$0 \$0	\$100 \$60	\$0 \$0	\$50 \$50	-50.0% -16.7%
101-000-0000-32104	Building Permits	\$100,000	\$153,444	\$110.000	\$88,166	\$115,000	4.5%
101-000-0000-32220	Heating Permits	\$3,000	\$10,465	\$3,000	\$6,460	\$6,000	100.0%
101-000-0000-32230	Plumbing Permits	\$3,000	\$6,591	\$3,000	\$4,191	\$3,500	16.7%
101-000-0000-32231 101-000-0000-32240	Sewer Permits Animal License	\$500	\$561	\$500	\$0	\$300	-40.0%
101-000-0000-32240	Utility Permits	\$2,000 \$6,000	\$3,073 \$14,217	\$2,100 \$6,000	\$1,661 \$2,863	\$2,000 \$5,000	-4.8% -16.7%
101-000-0000-32260	Burning Permit	\$1,000	\$1,490	\$1,000	\$915	\$1,000	0.0%
101-000-0000-34104	Plan Check Fees	\$32,000	\$56,579	\$32,000	\$33,294	\$38,000	18.8%
Total Licenses and Per	rmits	\$157,760	\$261,449	\$167,960	\$141,000	\$181,100	7.8%
Intergovernmental							
101-000-0000-33402	Homestead Credit Aid	\$0	\$7,022	\$0	\$0	\$0	N/A
101-000-0000-33418 101-000-0000-33420	MSA - Maintenance State Fire Aid	\$68,500 \$40,000	\$77,347 \$36,153	\$68,500 \$40,000	\$83,018 \$3,000	\$75,000 \$40,000	9.5% 0.0%
101-000-0000-33422	PERA Aid	\$2,750	\$2,749	\$2,749	\$1,375	\$2,749	0.0%
101-000-0000-33426	Miscellaneous State Grants	\$0	\$16,434	\$0	\$9,400	\$0	N/A
101-000-0000-33621	Recycling Grant	\$15,000	\$15,588	\$15,000	\$15,588	\$15,500	3.3%
Total Intergovernmenta	<u> </u>	\$126,250	\$155,293	\$126,249	\$112,381	\$133,249	5.5%
Charges for Services							
101-000-0000-34103	Zoning & Subdivision Fees	\$1,000	\$7,480	\$4,000	\$6,950	\$5,500	37.5%
101-000-0000-34105 101-000-0000-34107	Sale of Copies, Books, Maps	\$300 \$200	\$81	\$200 \$200	\$103	\$150	-25.0%
101-000-0000-34107	Assessment Searches Clean Up Days	\$4,000	\$630 \$3,425	\$4,000	\$190 \$3,058	\$200 \$3,000	0.0% -25.0%
101-000-0000-34111	Cable Operation Reimbursement _	\$2,400	\$2,358	\$2,000	\$1,357	\$2,000	0.0%
Total Charges for Serv	ices	\$7,900	\$13,974	\$10,400	\$11,658	\$10,850	4.3%
Fines			*				
101-000-0000-35100	Fines	\$52,000	\$68,897	\$52,000	\$34,988	\$53,000	1.9%
Total Fines	_	\$52,000	\$68,897	\$52,000	\$34,988	\$53,000	1.9%
Other							
101-000-0000-36200	Miscellaneous Revenue	\$17,130	\$17,311	\$11,129	\$2,137	\$8,852	-20.5%
101-000-0000-36210 101-000-0000-36230	Interest Earnings Donations	\$60,000 \$0	\$59,710 \$8,022	\$50,000 \$8,000	\$2,137 \$0 \$9,500	\$25,000 \$8,000	-50.0% 0.0%
Total Other		\$77,130	\$85,043	\$69,129	\$11,637	\$41,852	-39.5%
Total Revenues		\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,950,454	1.1%
Other Financing Source	es	17, 17, 17, 17, 17, 17, 17, 17, 17, 17,	,,,				
101-000-0000-39200	Transfer In	\$0	\$0	\$0	\$0	\$0	N/A
	25500000000000000000000000000000000000						
Total Other Financing	7.5.	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenues and O	ther Financing Sources	\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,950,454	1.1%

Department Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
GENERAL FU	ND						
	Expenditures by Program & Department						
	General Government						
1110	Mayor & Council	\$ 33,992	\$34,894	#00 pop	***		
1320	Administration	\$469,515	\$433,531	\$33,992 \$474,298	\$15,255 \$ 296,685	\$35,392 \$473,300	4.1%
1410	Elections	\$11,950	\$9,748	\$1,350	\$940	\$473,209 \$11,950	-0.2% 785,2%
1450 1520	Communications	\$55,317	\$51,676	\$58,263	\$21,143	\$57,676	-1,0%
1910	Finance Planning & Zoning	\$105,876	\$122,006	\$108,061	\$89,925	\$108,205	0.1%
1930	Engineering Services	\$182,620 \$70,000	\$176,024 \$57,927	\$186,680	\$98,650	\$173,982	-6,8%
1940	City Hall	\$40,750	\$35,785	\$70,000 \$39,475	\$29,164 \$20,230	\$70,000 \$39,800	0.0%
	Total General Government	\$970,020	\$921,590	\$972,119	\$571,991	\$970,214	-0.2%
	Public Safety			•			
2100	Police	\$474,935	\$481,243	\$492.70E	#O		
2150	Prosecution	\$51,000	\$48,549	\$483,765 \$51,000	\$0 \$23,199	\$508,000 \$51,000	5.0%
2220	Fire	\$377,855	\$349,764	\$375,704	\$179,105	\$51,000 \$389,562	0.0% 3.7%
2250 2400	Fire Relief	\$57,864	\$55,081	\$47,175	\$0	\$40,000	-15.2%
2500 2500	Building Inspection Emergency Communications	\$95,200	\$111,744	\$97,428	\$50,587	\$96,182	-1,3%
2700	Animal Control	\$0 \$12,850	\$6,798 \$10,997	\$2,500 \$12,850	\$5,250 \$937	\$6,000 \$7,700	140.0%
	Total Public Safety	\$1,069,704	\$1,064,174	\$1,070,422	\$259,078	\$1,098,444	-40.1% 2.6%
	Public Works						
1100	Disk Handdon	•					
3100 3120	Public Works Streets	\$306,333	\$252,687	\$297,939	\$165,872	\$290,082	-2.6%
125	Ice & Snow Removal	\$80,500	\$58,568	\$78,000	\$28,261	\$72,000	-7.7%
160	Street Lighting	\$63,500 \$24,000	\$115,833 \$23,405	\$76,000	\$42,66B	\$81,000	6,6%
200	Recycling	\$15,000	\$7,137	\$24,000 \$15,000	\$16,890 \$1,329	\$24,500 \$13,000	2,1%
250	Tree Program	\$10,000	\$15,665	\$10,500	\$7,145	\$5,000	-13.3% -52.4%
	Total Public Works	\$499,333	\$473,295	\$501,439	\$262,165	\$485,582	-3.2%
	Culture & Recreation						
200	Parks & Recreation	\$191,104	\$155,547	\$193,243	\$85,395	\$184,214	-4.7%
	Total Culture & Recreation	\$191,104	\$155,547	\$193,243	\$85,395	\$184,214	
				7100[2]	400,000	Ψ104,214	
	Total Expenditures	\$2,730,161	\$2,614,607	\$2,737,223	\$1,178,630	\$2,738,454	0.0%
	Other Financing Uses						
	Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	40 EU
	Total Other Financing Uses	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	16.5% 16.5%
	Total Expenditures and Other Financing Uses						10.0%
	Expenditures by Classification	\$2,849,011	\$2,741,457	\$2,919,223	\$1,352,630	\$2,950,454	1.1%
	Personnel Services	\$1,171,776	\$1,051,984	\$1,175,324	\$606,917	\$1,188,279	1.1%
	Supplies Other Services and Charges	\$181,400	\$177,297	\$188,300	\$78,250	\$178,850	-5,0%
	Other Services and Charges Capital Outlay	\$1,376,985 \$0	\$1,385,326 \$0	\$1,373,599 \$0	\$493,462	\$1,371,325	-0,2%
	Total Expenditures	-			\$0	\$0	N/A
	·	\$2,730,161	\$2,614,607	\$2,737,223	\$1,178,630	\$2,738,454	0.0%
	Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	16.5%
	Total Expenditures and Other Financing Uses	\$2,849,011	\$2,741,457	\$2,919,223	\$1,352,630	\$2,950,454	1.1%
					 .		

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1110	Mayor & Council						
Personnel Services							
101-410-1110-41030	Part-time Salaries	\$16,435	\$16,435	\$16,435	\$8,218	\$16,435	0.0%
101-410-1110-41220	FICA Contributions	\$1,019	\$1,019	\$1,019	\$509	\$1,019	0.0%
101-410-1110-41230	Medicare Contributions	\$238	\$238	\$238	\$119	\$238	0.0%
Total Personnel Servi	ices	\$17,692	\$17,692	\$17,692	\$8,846	\$17,692	0.0%
Other Services and C	charges						
101-410-1110-43310	Mileage	\$1,000	\$479	\$1,000	\$0	\$1,000	0.0%
101-410-1110-44300	Miscellaneous	\$2,000	\$3,103	\$2,000	\$743	\$2,000	0.0%
101-410-1110-44330	Dues & Subscriptions	\$9,800	\$11,584	\$9,800	\$3,813	\$11,200	14.3%
101-410-1110-44370	Conferences & Training	\$3,500	\$2,036	\$3,500	\$1,853	\$3,500	0.0%
Total Other Services	and Charges	\$16,300	\$17,201	\$16,300	\$6,408	\$17,700	8.6%
1110	Total Mayor & Council	\$33,992	\$34,894	\$33,992	\$15,255	\$35,392	4.1%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1320	Administration						
Personnel Services							
101-410-1320-41010		\$220,753	\$210,522	\$221,094	\$118,994	\$220.671	
101-410-1320-41210	PERA Contributions	\$15,453	\$7.822	\$8,634	\$4,510	\$8,617	-0.2%
101-410-1320-41215	ICMA Employer Contribution	\$0	\$6,797	\$7,395	\$4,117	\$7,382	-0.2%
101-410-1320-41220		\$13,687	\$12,863	\$13,708	\$7,173	\$13.682	-0.2%
101-410-1320-41230	The state of the s	\$3,201	\$3,008	\$3,206	\$1,678	\$3,200	-0.2%
101-410-1320-41300		\$36,680	\$30.374	\$38,682	\$19,492	\$36,347	-0.2%
101-410-1320-41420	Unemployment Benefits	\$0	\$5,218	\$0	\$7,148	\$0 \$0	-6.0%
101-410-1320-41510	Workers Compensation	\$1,741	\$1,998	\$2,579	\$2,141	\$2,310	N/A
-				<u> </u>	4-11-11	ΨΖ,ΟΙΟ	-10.4%
Total Personnel Servi	ces	\$291,515	\$278,604	\$295,298	\$165,252	\$292,209	-1.0%
Supplies							
101-410-1320-42000	Office Supplies	\$8,000	\$3,679	\$7,500	\$2,154		
101-410-1320-42030	Printed Forms	\$0	\$1,050	\$1,000	\$2,104	\$6,000	-20.0%
			Ψ1,000	φ1,000	- ¥U	\$1,000	0.0%
Total Supplies		\$8,000	\$4,729	\$8,500	\$2,154	\$7,000	-17.6%
Other Services and Ci	harges						
101-410-1320-43040		\$60,000	\$55,739	\$60,000	827 440	# 05 00-	
101-410-1320-43100	Assessing Services	\$45,500	\$43,587	\$45,500	\$57,142	\$65,000	8.3%
101-410-1320-43220	Postage	\$7,000	\$3,746	\$7,500	\$19,384 \$2,685	\$46,000	1.1%
101-410-1320-43310		\$3,500	\$1,766	\$3,500	\$2,005 \$1,055	\$6, 5 00	-13.3%
101-410-1320-43610		\$39,500	\$38,563	\$39,500	\$34,381	\$3,000	-14,3%
101-410-1320-44300		\$6,000	\$1,426	\$6,000	\$12,652	\$39,500	0.0%
101-410-1320-44330	Dues & Subscriptions	\$4,000	\$2,480	\$4,000	\$1,516	\$6,000	0.0%
101-410-1320-44370	Conferences & Training	\$3,500	\$2,766	\$3,500	\$1,516 \$466	\$3,500	-12.5%
101-410-1320-44380	Staff Development	\$1,000	\$125	\$1,000	ф400 \$0	\$3,500	0.0%
				Ψ1,000	<u>\$0</u>	\$1,000	0.0%
Total Other Services a	and Charges	\$170,000	\$150,198	\$170,500	\$129,279	\$174,000	2.1%
1320	Total Administration	\$469,515	\$433,531	\$474,298	\$296,685	\$473,209	-0,2%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1410	Elections						
Personnel Services							
101-410-1410-41030 101-410-1410-41220 101-410-1410-41230		\$10,000 \$0 \$0	\$7,836 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$10,000 \$0 \$0	N/A N/A N/A
Total Personnel Serv	ices	\$10,000	\$7,836	\$0	\$0	\$10,000	N/A
Supplies							
101-410-1410-42000 101-410-1410-42030		\$250 \$350	\$56 \$0	\$0 \$0	\$0 \$0	\$250 \$350	N/A N/A
Total Supplies		\$600	\$56	\$0	\$0	\$600	N/A
Other Services and C	charges						
101-410-1410-44300	Miscellaneous	\$1,350	\$1,857	\$1,350	\$940	\$1,350	0.0%
Total Other Services	and Charges	\$1,350	\$1,857	\$1,350	\$940	\$1,350	0.0%
Capital Outlay							
101-410-1410-45800	Other Equipment	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
1410	Total Elections	\$11,950	\$9,748	\$1,350	\$940	\$11,950	785.2%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1450	Communications						
Personnel Services							
101-410-1450-41300	PERA Contributions	\$10,920 \$764 \$677 \$158 \$0 \$398	\$6,110 \$428 \$379 \$89 \$0 \$457	\$11,139 \$808 \$691 \$162 \$0 \$563	\$2,861 \$207 \$177 \$41 \$0 \$467	\$11,117 \$806 \$689 \$161 \$0 \$503	-0.2% -0.2% -0.3% -0.6% N/A -10.7%
Total Personnel Servi	ices	\$12,917	\$7,462	\$13,363	\$3,755	\$13,276	-0.7%
Other Services and C	harges						
101-410-1450-43090 101-410-1450-43180 101-410-1450-43510 101-410-1450-43620 101-410-1450-44040	Information Technology/Web Public Notices Cable Operations	\$5,400 \$29,000 \$4,000 \$4,000 \$0	\$5,113 \$31,040 \$1,239 \$3,890 \$2,932	\$5,400 \$31,500 \$4,000 \$4,000 \$0	\$1,912 \$12,150 \$1,507 \$1,819 \$0	\$5,400 \$31,500 \$3,500 \$4,000 \$0	0.0% 0.0% -12.5% 0.0% N/A
Total Other Services	and Charges	\$42,400	\$44,214	\$44,900	\$17,388	\$44,400	-1,1%
1450	Total Communications	\$55,317	\$51,676	\$58,263	\$21,143	\$57,676	-1.0%

					2011	2012	2011
Account Number	Description	2010	2010 Actual	2011	Year-to-Date	Preliminary	to 2012
Account Number	Description	Budget	Actual	Budget	(07/31/11)	Budget	Change
1520	Finance						
Personnel Services							
101-410-1520-41010	Full-time Salaries	\$34,060	\$34,203	\$34,741	\$19,337	\$34,674	-0.2%
101-410-1520-41210		\$2,384	\$2,394	\$2,519	\$1,402	\$2,514	-0.2%
101-410-1520-41220	FICA Contributions	\$2,112	\$2,107	\$2,154	\$1,183	\$2,150	-0.2%
	Medicare Contributions	\$494	\$493	\$504	\$277	\$503	-0.2%
	Health/Dental Insurance	\$3,915	\$3,827	\$4,114	\$2,347	\$4,114	0.0%
101-410-1520-41510	Workers Compensation	\$161	\$182	\$279	\$232	\$250	-10.4%
Total Personnel Servi	ices	\$43,126	\$43,205	\$44,311	\$24,779	\$44,205	-0.2%
Supplies							
101-410-1520-42000	Office Supplies	\$500	\$51	\$500	\$477	\$500	0.0%
101-410-1520-42030	Printed Forms	\$0	\$0	\$0	\$543	\$500	N/A
Total Supplies	я	\$500	\$51	\$500	\$1,020	\$1,000	100.0%
Other Services and C	harges						
101-410-1520-43010	Audit Services	\$29,500	\$32,035	\$29,500	\$16,585	\$30,000	1.7%
101-410-1520-43150	Contract Services	\$30,000	\$43,336	\$30,000	\$46,655	\$30,000	0.0%
101-410-1520-43310	Mileage	\$250	\$0	\$250	\$0	\$100	-60.0%
101-410-1520-44300	Miscellaneous	\$2,000	\$3,378	\$3,000	\$866	\$2,500	-16.7%
101-410-1520-44330		\$100	\$0	\$100	\$0	\$100	0.0%
101-410-1520-44350	Books	\$100	\$0	\$100	\$0	\$0	-100.0%
101-410-1520-44370	Conferences & Training	\$300	\$0	\$300	\$20	\$300	0.0%
Total Other Services	and Charges	\$62,250	\$78,749	\$63,250	\$64,126	\$63,000	-0.4%
1520	Total Finance	\$105,876	\$122,006	\$108,061	\$89,925	\$108,205	0.1%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1910	Planning & Zoning				, , , , , , , , , , , , , , , , , , ,		January
Personnel Services							
101-410-1910-41010 101-410-1910-41210		\$102,265	\$99,830	\$104,312	\$62,451	\$104,109	-0.2%
101-410-1910-41210		\$7,159	\$6,814	\$7,563	\$4,289	\$7,548	-0.2%
	FICA Contributions Medicare Contributions	\$6,340	\$5,940	\$6,467	\$3,643	\$6,455	-0.2%
101-410-1910-41300		\$1,483	\$1,389	\$1,513	\$852	\$1,510	-0.2%
	Workers Compensation	\$25,138	\$21,185	\$26,487	\$13,113	\$24,511	-7.5%
	Profess Compensation	\$485	\$546	\$838	\$696	\$749	-10,6%
Total Personnel Servi	ices	\$142,870	\$135,703	\$147,180	\$85,043	\$144,882	-1.6%
Supplies				•			
101-410-1910-42000	Office Supplies	\$2,000	\$130	\$1,000	***		
101-410-1910-42030	Printed Forms	\$0	\$271	\$1,000 \$0	\$28 \$4 94	\$750	-25.0%
			42.,	ΨΟ	Φ484	\$0	N/A
Total Supplies		\$2,000	\$402	\$1,000	\$522	\$750	-25.0%
Other Services and C	harges						····
101-410-1910-43020		\$15,000	\$527	\$20,000	\$0	640 00p	
101-410-1910-43030	anightee, mig Col video	\$10,000	\$19,132	\$10,000	\$12,099	\$10,000 \$12,000	-50.0%
101-410-1910-43040		\$0	\$13,248	\$0	ψ12,099 \$0	\$12,000 \$0	20.0% N/A
101-410-1910-43150	5 5 7 11 11 OC C C C C C C C C C C C C C C C	\$10,000	\$2,929	\$5,000	\$45	\$3,000	-40.0%
101-410-1910-43310		\$500	\$100	\$500	\$0	\$400	-20.0%
101-410-1910-44300 101-410-1910-44330		\$500	\$736	\$500	\$6	\$400	-20.0%
101-410-1910-44350		\$500	\$495	\$750	\$515	\$750	0.0%
	Conferences & Training	\$250	\$0	\$250	\$305	\$300	20.0%
101 110 1010 44010	Colletelices & Halling	\$1,000	\$2,752	\$1,500	\$115	\$1,500	0.0%
Total Other Services a	and Charges	\$37,750	\$39,919	\$38,500	\$13,085	\$28,350	-26.4%
1910	Total Planning & Zoning	\$182,620	\$176,024	\$186,680	\$98,650	\$173,982	-6.8%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1930	Engineering Services						
Other Services and (Charges						
101-410-1930-43030	Engineering Services	\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%
Total Other Services	and Charges	\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%
1930	Total Engineering Services	\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1940	City Hall				,		
Supplies							
101-410-1940-42110 101-410-1940-42230	Cleaning Supplies Bullding Repair Supplies	\$550 \$1,000	\$7 37 \$ 206	\$550 \$1,000	\$362 \$0	\$600 \$800	9.1% -20.0%
Total Supplies		\$1,550	\$943	\$1,550	\$362	\$1,400	-9.7%
Other Services and C	harges				***************************************		
101-410-1940-43210 101-410-1940-43810 101-410-1940-43840 101-410-1940-44010 101-410-1940-44040 101-410-1940-44300	Electric Utility Refuse Repairs/Maint Contractual Bidg Repairs/Maint Contractual Eqpt	\$8,400 \$12,500 \$1,300 \$11,000 \$5,000 \$1,000	\$7,426 \$8,603 \$1,140 \$14,718 \$2,284 \$670	\$7,125 \$12,500 \$1,300 \$11,000 \$5,000 \$1,000	\$4,895 \$5,220 \$749 \$6,904 \$2,101 \$0	\$8,600 \$11,500 \$1,300 \$11,000 \$5,000 \$1,000	20.7% -8.0% 0.0% 0.0% 0.0%
Total Other Services a	and Charges	\$39,200	\$34,841	\$37,925	\$19,868	\$38,400	1.3%
1940	Total City Hall	\$40,750	\$35,785	\$39,475	\$20,230	\$39,800	0.8%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2100	Police						
Other Services and (Charges						
101-420-2100-43150	Law Enforcement Contract	\$474,935	\$481,243	\$483,765	\$0	\$508,000	5.0%
Total Other Services	and Charges	\$474,935	\$481,243	\$483,765	\$0	\$508,000	5,0%
2100	Total Police	\$474,935	\$481,243	\$483,765	\$0	\$508,000	5,0%

Account Numbe	r Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2150	Prosecution						
Other Services and	Charges						
101-420-2150-4304	45 Attorney Criminal	\$51,000	\$48,549	\$51,000	\$23,199	\$51,000	0.0%
Total Other Service	s and Charges	\$51,000	\$48,549	\$51,000	\$23,199	\$51,000	0.0%
2150	Total Prosecution	\$51,000	\$48,549	\$51,000	\$23,199	\$51,000	0.0%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2220	Fire					•	
Personnel Services							
404 400 0000 44045	Full three Colonian	#80 ppp		#04.704	** ********	001.004	0.00/
101-420-2220-41010 101-420-2220-41030	Part-time Salaries	\$63,803 \$110,000	\$63,626 \$73,895	\$64,701 \$100,000	\$35,986 \$28,249	\$64,684 \$114,040	0.0% 14.0%
101-420-2220-41210	,	\$8,669	\$8,736	\$100,000	\$5,033	\$10,016	11.2%
101-420-2220-41220		\$7,106	\$4,822	\$6,468	\$1,887	\$7,344	13.5%
101-420-2220-41230		\$2,520	\$1,958	\$2,388	\$902	\$2,592	8.5%
101-420-2220-41300		\$15,855	\$14,186	\$16,722	\$8,422	\$15,544	-7.0%
	Workers Compensation	\$10,575	\$12,902	\$15,892	\$13,190	\$15,492	-2.5%
Total Personnel Servi	ces	\$21B,528	\$180,124	\$215,179	\$93,669	\$229,712	6,8%
Supplies							
101-420-2220-42000	Office Supplies	\$1,500	\$906	\$1,000	\$27	\$1,000	0.0%
101-420-2220-42080	EMS Supplies	\$1,200	\$781	\$1,200	\$1,138	\$1,200	0.0%
101-420-2220-42090	Fire Prevention	\$3,000	\$2,427	\$3,000	\$0	\$3,000	0.0%
101-420-2220-42120		\$11,500	\$9,511	\$10,000	\$6,300	\$10,800	8.0%
101-420-2220-42400	Small Tools & Equipment	\$10,000	\$9,254	\$10,000	\$2,825	\$10,000	0,0%
Total Supplies		\$27,200	\$22,879	\$25,200	\$10,289	\$26,000	3.2%
Other Services and C	harges						
101-420-2220-43050	Physicals	\$7,550	\$8,060	\$9,250	\$334	\$9,250	0.0%
101-420-2220-43210	Telephone	\$5,100	\$4,156	\$5,000	\$1,859	\$5,000	0.0%
101-420-2220-43230	Radio	\$19,920	\$19,177	\$18,500	\$11,460	\$18,500	0.0%
101-420-2220-43310	Mlleage	\$600	\$790	\$600	\$25	\$600	0.0%
101-420-2220-43630		\$15,475	\$13,980	\$15,475	\$10,754	\$14,000	-9.5%
101-420-2220-43810		\$13,900	\$10,589	\$12,500	\$6, 868	\$12,500	0,0%
101-420-2220-43840		\$1,000	\$502	\$1,000	\$330	\$1,000	0.0%
101-420-2220-44010		\$10,000	\$27,150	\$11,000	\$7,232	\$11,000	0.0%
101-420-2220-44040	1 1 1 1 1 1 1 1 1	\$26,907	\$31,221	\$25,000	\$16,506	\$25,000	0.0%
101-420-2220-44170 101-420-2220-44300		\$5,600	\$3,584 \$4,088	\$9,200	\$1,614	\$9,200 \$4,500	0.0%
101-420-2220-44300		\$2,800	\$1,968 \$2,445	\$1,500	\$1,244	\$1,500	0.0% 0.0%
101-420-2220-44350		\$2,200 \$850	\$3,145 \$1,028	\$3,300 \$1,000	\$2,530 \$769	\$3,300 \$1,000	0.0%
	Conferences & Training	\$20,225	\$21,411	\$22,000	\$13,602	\$22,000	0.0%
Total Other Services	and Charges	\$132,127	\$146,761	\$135,325	\$75,147	\$133,850	-1.1%
Capital Outlay							
101-420-2220-45800	Equipment	\$ 0	\$0	\$0	\$0	\$ 0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
2220	Total Fire	\$377,855	\$349,764	\$375,704	\$179,105	\$389,562	3.7%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2250	Fire Relief						
Other Services and C	Charges						
101-420-2250-44920 101-420-2250-44925		\$40,000 \$17,864	\$36,153 \$18,928	\$40,000 \$7,175	\$0 \$0	\$40,000 \$0	0.0% -100.0%
Total Other Services	and Charges	\$57,864	\$55,081	\$47,175	\$0	\$40,000	-15,2%
2250	Total Fire Rellef	\$57,864	\$55,081	\$47,175	\$0	\$40,000	-15.2%

101-420-2400-4129 DERA Contributions	Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
101-420-2400-41010 Full-lime Salaries	2400	Building Inspection						
101-420-2400-412210 PERA Contributions \$4,482 \$4,145 \$4,418 \$2,394 \$4,409 \$-0.29	Personnel Services							
101-420-2400-41200 FICA Contributions \$3,704 \$3,811 \$3,778 \$1,992 \$3,771 0.021								-0.2%
1014-202-0400-41300 Medicare Contributions \$9.866 \$9.45 \$9.487 \$4.987 \$9.286 2.29 1014-202-0400-41501 Morkers Compensation \$2,143 \$2,533 \$2,461 \$2,034 \$2,196 -10.89 1014-202-0400-41510 Morkers Compensation \$2,143 \$2,533 \$2,461 \$2,034 \$2,196 -10.89 1014-202-0400-41501 Morkers Compensation \$2,143 \$2,533 \$2,461 \$2,034 \$2,196 -10.89 1014-202-0400-42000 Office Supplies \$300 \$0 \$300 \$199 \$300 0.09 1014-202-0400-042000 Office Supplies \$300 \$0 \$300 \$0 \$200 -33.39 1014-202-0400-042000 Printed Forms \$300 \$0 \$300 \$0 \$200 -33.39 1014-202-0400-042000 Printed Forms \$300 \$0 \$3,750 \$0 \$0 \$200 -33.39 1014-202-0400-04200 Printed Forms \$3,750 \$0 \$3,750 \$0 \$0 \$0 \$0 1014-202-0400-04200 Printed Forms \$3,750 \$0 \$3,750 \$0 \$0 \$0 \$0 1014-202-0400-04200 Printed Forms \$4,350 \$0 \$4,350 \$198 \$500 -88.59 1014-202-0400-04300 Engineering \$5,000 \$10,434 \$5,000 \$5,748 \$10,000 \$0 1014-202-0400-04300 Engineering \$5,000 \$10,434 \$5,000 \$5,748 \$10,000 \$0 1014-202-0400-04300 Engineering \$5,000 \$0 \$1,000 \$0 \$0 \$0 \$0 1014-202-0400-04300 Surcharge Payments \$0 \$0 \$1,000 \$0 \$0 \$0 \$0 1014-202-0400-04300 Surcharge Payments \$0 \$0 \$0 \$0 \$0 \$0 1014-202-0400-04310 Miscediancot Contract Services \$1,000 \$903 \$1,000 \$0 \$1,000 \$0 1014-202-0400-04310 Miscediancot Contract Services \$1,000 \$903 \$1,000 \$242 \$800 \$0 1014-202-0400-04300 Repairs/Maint Eqt \$760 \$306 \$770 \$341 \$750 \$0.09 1014-202-0400-04300 Misceliancots \$500 \$19,83 \$500 \$0 \$0 \$0 1014-202-0400-04300 Misceliancots \$500 \$19,83 \$500 \$0 \$0 \$0 1014-202-0400-04300 Disceliancots \$500 \$19,83 \$500 \$0 \$0 \$0 1014-202-0400-04300 Disceliancots \$500 \$10.00 \$0 \$0 \$0 \$0 \$0 1014-020-0400-0400 Repairs/Ma								
101-420-2400-41300 Health/Dential Insurance \$9.015 \$7,661 \$9,487 \$4,987 \$9,286 -2.39								
Total Personnel Services \$79,650 \$78,525 \$81,953 \$44,889 \$81,332 -0.89			•	•				
Supplies Supplies Supplies \$300 \$0 \$300 \$199 \$300 \$0.09								-10,8%
101-420-2400-42000 Office Supplies \$300 \$0 \$300 \$199 \$300 \$0.00 \$101-420-2400-42030 Printed Forms \$300 \$0 \$300 \$0 \$300 \$0 \$	Total Personnel Servi	ices	\$79,650	\$78,525	\$81,953	\$44,889	\$81,332	-0.8%
101-420-2400-42120 Printed Forms	Supplies							
Total Supplies	101-420-2400-42000	Office Supplies	,	\$0	•	• •	•	0.0%
Total Supplies					•		•	-33.3%
Other Services and Charges	101-420-2400-42120	Fuel, Oil and Fluids	\$3,750	\$0	\$3,750	\$0	\$0	-100.0%
101-420-2400-43030 Engineering \$5,000 \$10,434 \$5,000 \$5,748 \$10,000 \$10-420-2400-43050 Pian Review Charges \$1,000 \$0 \$1,000 \$0 \$0 \$0 \$10-420-2400-43050 Pian Review Charges \$1,000 \$0 \$0 \$0 \$0 \$0 \$0 \$0	Total Supplies		\$4,350	\$0	\$4,350	\$199	\$500	-88,5%
101-420-2400-43050 Pian Review Charges \$1,000 \$0 \$1,000 \$0 \$0 \$0 \$0 \$0 \$0 \$0	Other Services and C	harges						
101-420-2400-43080 Surcharge Payments \$0 \$0 \$0 \$0 \$0 \$1,000 \$0.09 \$1,000								100,0%
101-420-2400-432150 Inspector Contract Services \$1,000 \$632 \$1,000 \$0 \$1,000 0.09 101-420-2400-43210 Telephone \$500 \$307 \$425 \$1111 \$400 -5.99 101-420-2400-43310 Mileage \$250 \$0 \$250 \$0 \$100 -60.09 101-420-2400-43630 Insurance \$1,000 \$903 \$1,000 \$242 \$800 -20.09 101-420-2400-44040 Repairs/Maint Eqpt \$750 \$365 \$750 \$341 \$750 0.09 101-420-2400-44370 Uniforms \$300 \$0 \$300 \$0 \$0 \$0 \$100.09 101-420-2400-44300 Miscellaneous \$500 \$19,843 \$500 \$0 \$50 0.09 101-420-2400-44300 Dues & Subscriptions \$200 \$19,843 \$500 \$0 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$600 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$600 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$600 \$80 \$14,350 \$29.09 101-420-2400-44380 Equipment \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0						* -		
101-420-2400-43210 Telephone \$500 \$307 \$425 \$111 \$400 -5.99 \$101-420-2400-43310 Mileage \$250 \$0 \$0 \$100 -60.09 \$101-420-2400-43300 Mileage \$1,000 \$903 \$1,000 \$242 \$800 -20.09 \$101-420-2400-44040 Repairs/Maint Eqpt \$750 \$365 \$750 \$341 \$750 0.09 \$101-420-2400-44170 Uniforms \$300 \$0 \$300 \$0 \$0 \$341 \$750 0.09 \$101-420-2400-44300 Miscellaneous \$500 \$19,843 \$500 \$0 \$0 \$0 \$0 \$101-420-2400-44300 Dues & Subscriptions \$200 \$100 \$200 \$75 \$220 0.09 \$101-420-2400-44350 Books \$200 \$0 \$200 \$75 \$200 0.09 \$101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 \$101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 \$101-420-2400-44370 Conferences & \$11,200 \$33,219 \$11,125 \$5,499 \$14,350 \$29.09 \$101-420-2400-44580 Equipment \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0			•		•		•	N/A
101-420-2400-43310 Mileage \$250 \$0 \$0 \$250 \$0 \$100 -60.09 101-420-2400-43630 Insurance \$1,000 \$903 \$1,000 \$242 \$800 -20.09 101-420-2400-44040 Repairs/Maint Eqpt \$750 \$365 \$750 \$341 \$750 0.09 101-420-2400-44170 Uniforms \$300 \$0 \$300 \$0 \$0 \$0 -100.09 101-420-2400-44300 Miscellaneous \$500 \$19,843 \$500 \$0 \$0 \$0 101-420-2400-44300 Dues & Subscriptions \$200 \$100 \$200 \$75 \$200 0.09 101-420-2400-44350 Books \$200 \$0 \$200 \$75 \$200 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$33,219 \$11,125 \$5,499 \$14,350 \$29.09 Capital Outlay 101-420-2400-45800 Equipment \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0				•				
101-420-2400-43630 Insurance \$1,000 \$903 \$1,000 \$242 \$800 -20.09 101-420-2400-44040 Repairs/Maint Eqpt \$750 \$365 \$750 \$341 \$750 0.09 101-420-2400-44170 Uniforms \$300 \$0 \$300 \$0 \$0 \$0 \$101-420-2400-44300 Miscellaneous \$500 \$19,843 \$500 \$0 \$0 \$500 0.09 101-420-2400-44300 Dues & Subscriptions \$200 \$100 \$200 \$75 \$200 0.09 101-420-2400-44300 Books \$200 \$0 \$100 \$200 \$75 \$200 0.09 101-420-2400-44300 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 101-420-2400-45800 Equipment \$0 \$33,219 \$11,125 \$5,499 \$14,350 \$29.09 101-420-2400-45800 Equipment \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0								
101-420-2400-44040 Repairs/Maint Eqpt \$750 \$365 \$750 \$341 \$750 0.09 101-420-2400-444170 Uniforms \$300 \$0 \$300 \$0 \$0 \$10.09 101-420-2400-444300 Uniforms \$500 \$19,843 \$500 \$0 \$0 \$500 0.09 101-420-2400-44330 Dues & Subscriptions \$200 \$100 \$200 \$75 \$200 0.09 101-420-2400-44360 Books \$200 \$0 \$0 \$200 \$0 \$100 \$200 \$0 \$100 \$0 \$100 \$0 \$100 \$0 \$100 \$10					•		,	
101-420-2400-44370 Uniforms \$300 \$0 \$300 \$0 \$0 -100.09 101-420-2400-44300 Miscellaneous \$500 \$19,843 \$500 \$0 \$0 5600 0.09 101-420-2400-44330 Dues & Subscriptions \$200 \$100 \$200 \$75 \$200 0.09 101-420-2400-44350 Books \$200 \$0 \$0 \$200 \$0 \$0 \$100 \$0 \$0 \$0 \$100 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$								0.0%
101-420-2400-44300 Miscellaneous \$500 \$19,843 \$500 \$0 \$500 0.09 101-420-2400-44330 Dues & Subscriptions \$200 \$100 \$200 \$75 \$200 0.09 101-420-2400-44350 Books \$200 \$0 \$200 \$0 \$100 -50.09 101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 Total Other Services and Charges \$11,200 \$33,219 \$11,125 \$5,499 \$14,350 29.09 Capital Outley 101-420-2400-45800 Equipment \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0			• • • • •	• • • • •			· ·	-100.0%
101-420-2400-44350 Books \$200 \$0 \$200 \$0 \$100 -50.09 \$101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 \$0.09 \$100 \$100 \$100 \$100 \$100 \$100 \$100 \$1						• • • • • • • • • • • • • • • • • • • •	•	0.0%
101-420-2400-44370 Conferences & Training \$500 \$635 \$500 \$85 \$500 0.09 Total Other Services and Charges \$11,200 \$33,219 \$11,125 \$5,499 \$14,350 29.09 Capital Outlay 101-420-2400-45800 Equipment \$0 \$0 \$0 \$0 \$0 \$0 N// Total Capital Outlay \$0 \$0 \$0 \$0 \$0 \$0 N// Total Capital Outlay	101-420-2400-44330	Dues & Subscriptions	\$200	\$100	\$200	\$75	\$200	0.0%
Total Other Services and Charges \$11,200 \$33,219 \$11,125 \$5,499 \$14,350 29.09 Capital Outlay 101-420-2400-45800 Equipment \$0 \$0 \$0 \$0 N// Total Capital Outlay \$0 \$0 \$0 \$0 \$0 N//	101-420-2400-44350	Books	\$200	\$0	\$200	\$0	\$100	-50,0%
Capital Outley 101-420-2400-45800	101-420-2400-44370	Conferences & Training	\$500	\$635	\$500	\$85	\$500	0.0%
101-420-2400-45800 Equipment \$0 \$0 \$0 \$0 \$0 N/. Total Capital Outlay \$0 \$0 \$0 \$0 \$0 N/.	Total Other Services	and Charges	\$11,200	\$33,219	\$11,125	\$5,499	\$14,350	29.0%
Total Capital Outlay \$0 \$0 \$0 \$0 N/.	Capital Outlay							
	101-420-2400-45800	Equipment	\$0	\$0	\$0	\$0	\$0	N/A
2400 Total Building inspection \$95,200 \$111,744 \$97,428 \$50,587 \$96,182 -1.39	Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
	2400	Total Building inspection	\$95,200	\$111,744	\$97,428	\$50,587	\$96,182	-1,3%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2500	Emergency Communications						
Other Services and C	Charges						
101-420-2500-43150	Contract Services	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140.0%
Total Other Services	and Charges	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140.0%
2500	Total Emergency Communications	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140.0%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2700	Animal Control						
Supplies							
101-420-2700-42030	Printed Forms	\$150	\$0	\$150	\$0	\$100	-33,3%
Total Supplies		\$150	\$0	\$150	\$0	\$100	-33,3%
Other Services and C	Charges						
101-420-2700-43150 101-420-2700-44300		\$12,600 \$100	\$10,913 \$83	\$12,600 \$100	\$514 \$423	\$7,500 \$100	-40,5% 0.0%
Total Other Services	and Charges	\$12,700	\$10,997	\$12,700	\$937	\$7,600	-40.2%
2700	Total Animal Control	\$12,850	\$10,997	\$12,850	\$937	\$7,700	-40.1%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3100	Public Works						
Personnel Services							
101-430-3100-41010	Full-time Salaries	\$128,387	\$122,788	\$126,033	\$69,296	. #407 pc7	4.00
101-430-3100-41030	Part-time Salaries	\$12,573	\$0	\$12,824	ф05,290 \$0	\$127,257	1,0%
	PERA Contributions	\$9,867	\$8,579	\$10,067	\$5,024	\$12,573 \$10,138	-2.0%
101-430-3100-41220		\$8,740	\$7,270	\$8,609	\$4,012	\$10,138 \$8,670	0.7%
101-430-3100-41230		\$2,044	\$1,700	\$2,013	\$938	\$2,027	0,7% 0,7%
101-430-3100-41300		\$36,027	\$30,039	\$38,177	\$18,9 39	\$35,527	-6.9%
101-430-3100-41510	Workers Compensation	\$11,500	\$13,980	\$13,946	\$11,376	\$12,565	-6.8% -9.9%
Total Personnel Servi	ces	\$209,138	\$184,356	\$211,669	\$109,585	\$208,757	-1.4%
Supplies					·-·		
101-430-3100-42000	Office Supplies	\$500	\$181	øeno.		*	
101-430-3100-42150	Shop Materials	\$4,000	\$161 \$966	\$500 \$4,000	\$0 *740	\$500	0.0%
101-430-3100-42210		\$0	\$0	\$4,000 \$0	\$740	\$1,800	-55.0%
	Building Repair Supplies	\$1,000	\$88	\$1,000	\$1,577	\$1,800	N/A
101-430-3100-42400	Small Tools & Minor Equipment	\$3,000	\$1,615	\$3,000	\$277 \$846	\$1,000 \$3,000	0.0%
Total Supplies		\$8,500	\$2,850	\$8,500	\$3,440	\$8,100	-4.7%
Other Services and Cl	harges					Ψ0,100	-4,170
101-430-3100-43030	Engineering Services	\$0	\$1,875	\$1,000	64.404		
101-430-3100-43150		\$13,400	\$1,675 \$5,758	, ,	\$1,16 1	\$2,000	100,0%
101-430-3100-43210		\$7,500	\$8,013	\$7,500 \$6,375	\$893	\$6,000	-20.0%
101-430-3100-43230		\$500	φο,σ15 \$0	\$500	\$4,718 \$0	\$8,000	25.5%
101-430-3100-43310	Mileage	\$100	\$0	\$100	ֆՍ \$0	\$300	-40.0%
101-430-3100-43630	Insurance	\$15,670	\$14,156	\$15,670	яо \$13,274	\$100 \$14.500	0,0%
101-430-3100-43810	Electric Utility	\$29.500	\$16,565	\$25,000	\$9,7 63	\$14,500 \$21,000	-7.5%
101-430-3100-43840	Refuse	\$1,800	\$2,248	\$1,B00	\$1,437	\$2,000 \$2,000	-16.0%
101-430-3100-44010	Repairs/Maint Bldg	\$2,000	\$5,627	\$1,500	\$1,812	\$2,000 \$3,000	11.1%
101-430-3100-44030		\$0	\$0	\$0	\$11,779	\$5,000 \$600	100.0%
101-430-3100-44040		\$6,000	\$1,331	\$6,000	\$549	\$4,500	N/A -25.0%
101-430-3100-44170		\$1,675	\$1,781	\$1.675	\$930	\$1,675	-20.0% 0.0%
101-430-3100-44300		\$2,000	\$455	\$2,000	\$20	\$1,000	-50.0%
	Dues & Subscriptions	\$150	\$15	\$150	\$60	\$150	-50.0%
		\$900	\$950	\$1,000	\$620	\$1,000	0.0%
101-430-3100-44380	Clean-up Days	\$7,500	\$6,706	\$7,500	\$5,834	\$7,500	0.0%
Total Other Services a	nd Charges	\$88,695	\$65,481	\$77,770	\$52,848	\$73,225	-5,8%
Capital Outlay							
101-430-3100-45800	Other Equipment	\$0	\$0	\$0	\$ 0	\$0	N/A
Total Capital Outlay	_	\$0	\$0	\$0		\$0	N/A
3100	Total Public Works	\$90¢ 200	\$0.00 and			· · · · · · · · · · · · · · · · · · ·	IW/A
		\$306,333	\$252,687	\$297,939	\$165,872	\$290,082	-2.6%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3120	Streets						
Supplies							
101-430-3120-42120 101-430-3120-42210 101-430-3120-42240 101-430-3120-42260	Street Maintenance Materials	\$32,000 \$8,500 \$18,000 \$3,000	\$27,180 \$2,147 \$5,645 \$2,647	\$30,000 \$8,500 \$15,000 \$3,000	\$13,404 \$1,856 \$6,191 \$0	\$28,000 \$7,500 \$12,000 \$3,000	-6,7% -11,8% -20,0% 0,0%
Total Supplies		\$61,500	\$37,621	\$56,500	\$21,452	\$50,500	-10.6%
Other Services and C	harges	4					
101-430-3120-43150 101-430-3120-44040		\$14,000 \$5,000	\$11,327 \$9,620	\$16,500 \$5,000	\$2,132 \$4,676	\$13,500 \$8,000	-18.2% 60.0%
Total Other Services	and Charges	\$19,000	\$20,947	\$21,500	\$6,809	\$21,500	0.0%
3120	Total Streets	\$80,500	\$58,568	\$78,000	\$28,261	\$72,000	-7.7%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3125	ice and Snow Removal						
Supplies							
101-430-3125-42250 101-430-3125-42290	······································	\$1,000 \$50,000	\$484 \$100,430	\$1,000 \$65,000	\$446 \$36,580	\$1,000 \$70,000	0.0% 7.7%
Total Supplies		\$51,000	\$100,913	\$66,000	\$37,026	\$71,000	7.6%
Other Services and C	harges						
101-430-3125-43150 101-430-3125-44040	2011000	\$10,000 \$2,500	\$7,110 \$7,810	\$7,500 \$2,500	\$5,255 \$387	\$7,500 \$2,500	0.0% 0.0%
Total Other Services	and Charges .	\$12,500	\$14,920	\$10,000	\$5,642	\$10,000	0.0%
3125	Total Ice and Snow Removal	\$63,500	\$115,833	\$76,000	\$42,668	\$81,000	6,6%

City of Lake Elmo Budget 2012

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3160	Street Lighting						
Other Services and (Charges						
101-430-3160-43810	Street Lighting	\$24,000	\$23,405	\$24,000	\$16,890	\$24,500	2.1%
Total Other Services	and Charges	\$24,000	\$23,405	\$24,000	\$16,890	\$24,500	2.1%
3160	Total Street Lighting	\$24,000	\$23,405	\$24,000	\$16,890	\$24,500	2.1%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preilminary Budget	2011 to 2012 Change
3200	Recycling						
Supplies							
101-430-3200-42100	Recycling Supplies	\$3,500	\$921	\$3,500	\$971	\$3,500	0.0%
Total Supplies		\$3,500	\$921	\$3,500	\$971	\$3,500	0.0%
Other Services and C	harges					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
101-430-3200-43090 101-430-3200-44300		\$4,000 \$7,500	\$932 \$5,284	\$4,000 \$7,500	\$0 \$358	\$3,000 \$6,500	-25.0% -13.3%
Total Other Services	and Charges	\$11,500	\$6,216	\$11,500	\$358	\$9,500	-17.4%
3200	Total Recycling	\$15,000	\$7,137	\$15,000	\$1,329	\$13,000	-13.3%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3250	Tree Program						
Other Services and C	Charges						
101-430-3250-43150	Contract Services	\$10,000	\$15,665	\$10,500	\$7,145	\$5,000	-52.4%
Total Other Services	and Charges	\$10,000	\$15,665	\$10,500	\$7,14 5	\$5,000	-52.4%
3250	Total Tree Program	\$10,000	\$15,665	\$10,500	\$7,145	\$5,000	-52.4%

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
5200	Parks & Recreation						
Personnel Services							
101-450-5200-41010		\$77, 561	\$66,653	\$77,977	\$36,432	\$78,164	0.00/
101-450-5200-41030		\$30,551	\$20,559	\$31,162	\$13,403	\$30,551	0.2% -2.0%
101-450-5200-41210		\$7,568	\$5,608	\$7.912	\$3,302	\$7,882	-2.0% -0.4%
101-450-5200-41220		\$6,703	\$5,273	\$6,767	\$2,976	\$6,740	
101-450-5200-41230		\$1,568	\$1,233	\$1.583	\$696	\$1.576	-0.4%
101-450-5200-41300		\$14,044	\$11,601	\$14,852	\$7,297		-0.4%
101-450-5200-41420	Unemployment Benefits	\$1,642	\$0	\$0	φ,,25, \$0	\$13,779	-7.2%
101-450-5200-41510	Workers Compensation	\$6,703	\$7,551	\$8,426	\$6,994	\$0 \$7,522	N/A -10.7%
Total Personnel Servi	ces	\$146,340	\$118,477	\$148,679	\$71,100	\$146,214	-1.7%
Supplies						7110,2271	-1.1 70
101-450-5200-42000	Office Supplies	\$300					
101-450-5200-42120		\$3,000	\$0	\$300	\$0	\$0	, 100.0%
101-450-5200-42150		\$3,000 \$750	\$0	\$3,000	\$0	\$0	-100,0%
101-450-5200-42160		\$1,000	\$177	\$750	\$129	\$600	-20,0%
101-450-5200-42210		\$2,500	\$224	\$1,000	\$80	\$800	-20.0%
101-450-5200-42230		\$2,500 \$500	\$1,807	\$2,500	\$517	\$2,500	0.0%
101-450-5200-42250		•	\$262	\$500	\$0	\$500	0.0%
	Small Tools & Minor Equipment	\$3,500	\$2,995	\$3,500	\$91	\$3,000	-14.3%
101-100-0200-42400	Citian 100is & Millot Edulbuletit	\$1,000	\$466	\$1,000	\$0	\$1,000	0.0%
Total Supplies		\$12,550	\$5,931	\$12,550	\$816	\$8,400	33.1%
Other Services and Cl	harges						
101-450-5200-43210		\$650	\$438	\$550	\$382	\$550	0.0%
101-450-5200-43310	Mileage	\$200	\$0	\$100	\$0	\$100	0.0%
101-450-5200-43630	Insurance	\$5,500	\$4,969	\$5,500	\$3,595	\$5.000	-9.1%
101-450-5200-43810	Electric Utility	\$10,164	\$9,362	\$10,164	\$5,673	\$9,500	-6.5%
101-450-5200-43840	Refuse	\$2,500	\$2,188	\$2,500	\$1,437	\$2,500	0.0%
		\$700	\$0	\$700	\$0	\$700	0.0%
101-450-5200-44030	Repairs/Maint Imp Not Bldgs	\$4,000	\$9,359	\$4,000	\$109	\$4,000	0.0%
101-450-5200-44040	Repairs/Maint Eqpt	\$2,000	\$119	\$2,000	\$400	\$2,000	0.0%
101-450-5200-44120	Rentals - Buildings	\$5,000	\$4,551	\$5,000	\$1,885	\$4,500	-10.0%
101-450-5200-44300	Miscellaneous	\$1,500	\$154	\$1,500	\$0	\$750	-50.0%
Total Other Services a	and Charges	\$32,214	\$31,139	\$32,014	\$13,480	\$29,600	-7.5%
5200	Total Parks & Recreation	\$191,104	\$155,547	\$193,243	\$85,395	\$184,214	-4.7%
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Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
9360	Other Financing Uses		•				
Transfers Out							
101-493-9360-47200	Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	16.5%
Total Transfers Out		\$118,8 50	\$126,850	\$182,000	\$174,000	\$212,000	16,5%
9360	Total Other Financing Uses	\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	16.5%
Transfers Out Detail:							
Infrastructure Reserv Vehicle Replacement Radio Replacement I Information Technolo FFE Replacement Fu	t Fund nternal Service Fund gy Replacement Fund	\$0 \$0 \$68,850 \$0 \$0 \$0 \$0	\$8,000 \$0 \$68,850 \$0 \$0 \$0 \$50,000	\$8,000 \$100,000 \$6,000 \$6,000 \$6,000 \$50,000	\$0 \$100,000 \$6,000 \$6,000 \$6,000 \$60,000	\$8,000 \$100,000 \$10,000 \$10,000 \$10,000 \$24,000 \$50,000	0,0% 0,0% 66,7% 66,7% 66,7% 300,0% 0,0%
		\$118,850	\$126,850	\$182,000	\$174,000	\$212,000	16,5%

Fire Chief Nanded out

Budget Packet

BUDGET OVERVIEW/COMPENSATION PROPOSAL

As a follow up to the Recruitment/Retention Workshop held at the Lake Elmo FD Station #1 with FD Officers and several Council members attending and per Council direction at a subsequent Council Workshop, we have prepared the following proposal with regards to overall compensation for the FD. Our research and preparation included the following steps:

- Survey was sent to all Washington County FD's asking for information pertaining to call/training pay, type of call response, # of personnel, Relief benefits, etc. Majority of depts. in the County and several in Ramsey responded. Survey results available.
- Three year average of call/training data was taken from Lake Elmo records. # of calls/drills, average # of responders, average time of call, etc. Results available.
- Three year history of compensation was obtained. Results available.

Assumptions and averages were drawn from this information in preparation of the budget request.

PROPOSED FD COMPENSATION CALL PROJECTIONS

OALL I NOOLO HORO							
Call hrs.	2987	2987	2987				
Proposed hrly. Wage	\$13.00	\$12.00	\$11.61				
Sub-Total	\$38,831.00	\$35,844.00	\$34,679.07				
Yr End Inc.	\$13,357.20	\$13,357.20	\$13,357.20				
TOTALS	\$52,188,20	\$49,201,20	\$48,036,27				

Variables

Probies	\$8.67	\$8.00	\$7.74
EMT, add/hr	\$1.00	\$1.00	\$1.00
Engineer, add/hr	\$1.00	\$1.00	\$1.00
Officer, add/hr	\$1.00	\$1.00	\$1.00

Duty Crew Standby Pay

	Daty Olow Stallaby Lay							
Hours 10pm-5am	7	7	7					
# Personal Per Night	5	5	5					
Number of days	4	4	4					
Number of weeks	52	52	52					
Total hours	7280	7280	7280					
Proposed pay per								
hour	\$2.00	\$2.00	\$2.00					
TOTAL	\$14,560.00	\$14,560.00	\$14,560.00					

TRAINING PROJECTIONS

TOTALS	\$35,776,00	\$33,024,00	\$31,950.72
Proposed hrly. Pay	\$13.00	\$12.00	\$11.61
Annual training hrs.	2752	2752	2752

Variables

Probation Completion Incentive x # of Probies

\$500.00

Officer Pay/Annual \$11,365.20 \$11,365.20 \$11,365.20

TOTALS \$113,889.40 \$108,150.40 \$105,912.19

City of Lake Elmo 3800 Laverne Avenue North Lake Elmo, Minnesota

September 6, 2011

7:00 p.m.

A.	CALL TO ORDER
В.	PLEDGE OF ALLEGIANCE:
C.	ATTENDANCE:JohnstonEmmons,ParkPearsonSmith
D.	APPROVAL OF AGENDA: (The approved agenda is the order in which the Cit Council will do its business.)
E.	ORDER OF BUSINESS: (This is the way that the City Council runs its meeting so everyone attending the meeting or watching the meeting understands how the City Council does its public business.)
F.	GROUND RULES: (These are the rules of behavior that the City Council adopted for doing its public business.)
G.	ACCEPT MINUTES: 1. Accept August 23, 2011 City Council Minutes
Н.	PUBLIC COMMENTS/INQUIRIES: In order to be sure that anyone wishing to speak to the City Council is treated the same way, meeting attendees wishing to address the City Council on any items NOT on the regular agenda may speak for up to three minutes.
	Proclamation Recognizing 100-Year Anniversary of Lake Elmo Bank
I.	CONSENT AGENDA: (Items are placed on the consent agenda by City staff and the Mayor because they are not anticipated to generate discussion. Items may be removed at City Council's request.)
	 Approve payment of disbursements and payroll Appointment to Park Commission Approve sidewalk surface solution for City Hall Approve Sunfish Lake Parking Lot Improvements 2010 Street & Water Quality Improvements – Resolution No. 2011-35

Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for Hearing on Proposed Assessment

J. REGULAR AGENDA:

- 7. Update on Franchise Agreements from Ms. Ginny Holder, Ramsey/Washington Suburban Cable Commission
- 8. Reconsideration of Modifications to Ordinance Section 97.21 (B) regarding "No Wake" Provisions on Area Lakes
- 9. Accept petition for Lake Rule Change, "Hours of Operation", on Lakes Jane/DeMontreville/Olson
- 10. Off-sale intoxicating liquor license for new liquor store located at 11227 Stillwater Blvd.
- 11. Conditional Use Permit Amendment: Rockpoint Church Overflow Parking Lot Expansion Update
- 12. Review Draft Special Event Ordinance
- 13. Well & Pump House No. 4 Approve Option Agreement and Authorize Test Well Construction
- 14. Library Update
- 15. Recess to Executive Session: Discuss potential litigation re:library service

K. REPORTS AND ANNOUNCEMENTS:

(These are verbal updates and do not have to be formally added to the agenda.)

- Mayor and City Council
- Administrator
- City Engineer
- Planning Director

L. Adjourn

** A social gathering may or may not be held at the Lake Elmo Inn following the meeting **

DRAFT

City of Lake Elmo City Council Meeting Minutes

August 23, 2011

Mayor Johnston called the meeting to order at 7:00 p.m.

PRESENT: Mayor Johnston and Council Members Park, Pearson and Smith Absent: Council Member Emmons

Also Present: Administrator Messelt, Attorney Snyder, City Engineer Griffin, Planners Klatt and Matzek, Finance Director Bouthilet, and City Clerk Lumby

APPROVAL OF AGENDA:

MOTION: Council Member Smith moved to amend the August 23, 2011 agenda by pulling Item No. 6 off the Consent Agenda and place item on Regular agenda. Council Member Park seconded the motion. The motion passed 4-0.

ACCEPTED MINUTES:

The August 9, 2011 City Council minutes were accepted as amended by consensus of the City Council.

Mayor Johnston read a proclamation recognizing Joseph T. Janochoski achieving the rank of Eagle Scout

PUBLIC COMMENTS:

The following property owners on Lake DeMontreville, Pat Dean, 8028 Hill Trail and Brenda Jo Carlson, 8553 Hidden Bay Trail, requested the "No Wake" ordinance be suspended. The city staff and Council were invited for a boat tour around the lakes. Those on the tour found no monetary damage.

Justin Bloyer, 8881 Jane Road N., asked the Council to go back to the original No Wake ordinance.

The City will be meeting with the Department of Natural Resources in coming weeks to discuss the ordinance and the Council will revisit the issue this fall.

Paul Ryberg, President of Friends of the Library, stated this organization meets Tuesday, 1 p.m. at the Lake Elmo Arts Center.

CONSENT AGENDA:

MOTION: Council Member Smith moved to approve Agenda Items 2, 3, 4, 5, and 7 on the Consent Agenda. Council Member Pearson seconded the motion. The motion passed 4-0.

- Approve payment of disbursements and payroll in the amount of \$506,779.38
- Approve Addendum payment of disbursements in the amount of \$250.00
- Authorize Partial Payment No. 2 in the amount of \$159,786.42 to be paid from the Project Fund 2011 Street and Water Quality Improvements Project
- Approve Resolution No. 2011-032 Proclaiming Saturday, September 10, 2011, as the 4th Annual Fall Festival Day and authorize the transfer of \$5000 from the General Fund Misc. Revenue account to the Fall Festival Transfers in account
- Approve advertisement of the vacancies for the Library Board
- Approve addendum to the Communication System Subscriber Agreement with Washington County for Participation in a New 800 MHz Public Safety Radio Self-Insurance Program

REGULAR AGENDA:

Consider approval of a new off-sale intoxicating liquor license for Village Wine and Spirits located at 11227 Stillwater Blvd.

The City Council was requested to approve a new off-sale intoxicating liquor license for Village Wine and Spirits, located at 11227 Stillwater Blvd. N. by applicant Richard Kosman, LFD, Inc. Village Wine and Spirits will be the fourth license-holder in the Old Village, joining Twin Points Tavern, the Lake Elmo Wine Company and the Lake Elmo Inn.

Dennis LaCroix, owner of Twin Points, is concerned of the number of off-sale licenses clustered in a one-block area and adding another would affect their business.

Kimberly Ommerborn, owner of the Lake Elmo Wine Company, had concerns on the location itself and saturation of how much can be supported. She provided regulations from the City of St. Paul where one of the conditions for off-sale liquor license establishment must be at least one-half mile apart.

Bill Wacker, 3603 Laverne, would like the neighbors notified of this application

Richard Kosman, owner of the Village Wine and Spirits, stated in his opinion he would be attracting different cliental, customers would come outside the Lake Elmo area. Kosman estimated he had approximately 10 parking spots, five spots located in front of building. The length of time people park in the area while shopping, Kosman thought the parking area should be enough to accommodate customers.

MOTION: Mayor Johnston moved to table a decision until September 6, 2011 to allow time to research the spacing and parking and to notify residents living within a four block radius of the September 6th Council meeting. The motion passed 3-1 (Council Member Pearson voting against.)

Ordinary High Water Elevation Setback - 2976 Lake Elmo Avenue

The City Council considered a variance application from Peter Vujovich, representing John and Bonnie Butenhof, to allow the construction of an addition to their home at 2976 Lake Elmo Avenue, with a proposed set back of 48 feet from the Ordinary High Water Elevation of Lake Elmo. A variance has been requested because the required structure set back from the OHW of Lake Elmo is 100 feet, in accordance with the City's Shoreland Management Overlay Zoning.

The Planning Commission supported the request based on the draft findings of approval, and added one condition to those drafted by Staff to require that no part of the new structure encroach closer to the OHW line than the original structure.

Mayor Johnston asked Mr. Vujovich, archtect, if the set back from the Ordinary High Water elevation could be held to 50 feet because the City is sensitive to increasing the encroachment over time to the OHWM. Mr. Vujovich thought moving the addition 2 feet would be workable.

MOTION: Council Member Pearson moved to adopt Resolution No. 2011-034 approving a variance to allow John and Bonnie Butenhof to construct an addition to the primary structure at 2976 Lake Elmo Avenue North that is set back 50 feet from the Ordinary High Water Elevation of Lake Elmo. Mayor Johnston seconded the motion. The motion passed 4-0.

Consider a variance request to allow holding tanks to be installed for more than 12 months at 2860 Lake Elmo Avenue North within the 10 foot setback to a property line and within 75 foot set back from the OHW for Lake Elmo

The City Council considered a request for a variance to allow holding tanks to be installed up to 45 feet from the OHW for Lake Elmo and up to 2 feet from the front property line at 2860 Lake Elmo Avenue North for more than 12 months. The applicant is trying to sell his home and is, therefore, required to bring the septic system into compliance as the dry well currently on-site is not allowed.

A septic designer has stated that there is no room on-site to provide a septic system and is, therefore, recommending two 1,500 gallon holding tanks with an alarm system. Washington County (the City's septic permitting agency) has stated that ordinances require holding tanks be a temporary measure...no longer than 12 months.

Council Member Pearson wanted to look at alternative options because he and the Mayor were not comfortable with approving holding tanks. Council Member Pearson named a business, Equaris, located in Afton, MN, provides an alternative system using gray water.

MOTION: Mayor Johnston moved to table the variance required until the September 20^{th} meeting so the applicant could meet with City staff to look at alternatives and grant possibilities for environmental purposes for a lakeshore lot. Council Member Pearson seconded the motion. The motion passed 4-0.

Consider an Interim Use Permit (IUP) application from Country Sun Farm and Greenhouses Inc. to allow the sale of agricultural produce and Christmas trees at 11211 North 60th Street that were produced off site

The City Council considered an application for an Interim Use Permit (IUP) to allow an Agricultural Sales Business for Country Sun Farm & Greenhouses Inc. They are requesting the IUP to allow the sale of agricultural products at their business that would expire after ten years or if it is sold to an outside party (non-family member), whichever would occur first. The agricultural products would include flower and vegetable plants, pumpkins, squash, com vegetables, and Christmas trees produced off the premises.

Planner Matzek reported in 2010, the City amended codes to allow the sale of produce grown off site in Agricultural, Rural Residential and OP Zoning districts. In addition, changes were made to require an interim use permit for both the AEB and ASB uses subject to performance standards whereas previously an AEB was allowed by CUP and an ASB was allowed outright.

The Planning Commission reviewed the application, held a public hearing, and recommended approval of the Interim Use Permit.

MOTION: Council Member Park moved to approve Resolution No. 2011-035 approving the Interim Use Permit for an Agricultural Sales Business and to authorize the Mayor to execute the Consent Agreement presented to the City Council related to an interim use permit for five years from the date of approval at 11211 60th Street North. Council Member Pearson seconded the motion.

MOTION: Council Member Park moved to approve the IUP for one year. Council Member Pearson seconded the motion. The motion failed 2-2 (Council Member Smith and Mayor Johnston voting against.)

MOTION: Mayor Johnston moved to amend the motion to approve interim use permit for two years. Council Member Park seconded the motion. The motion passed 4-0.

MOTION: Council Member Park moved to approve Resolution No. 2011-035 approving the Interim Use Permit for an Agricultural Sales Business and to authorize the Mayor to execute the Consent Agreement presented to the City Council related to an interim use permit for two years from the date of approval at 11211 60th Street North. Council Member Pearson seconded the motion. Motion failed 2-2 (Council Members Smith and Pearson voting against)

MOTION: Council Member Pearson moved to direct staff to have conversations to elevate traffic concerns by addressing a safety plan acceptable by the City, County, MnDOT and Bergmanns. Council Member Park seconded the motion. The motion failed 2-2 (Council Member Smith and Johnston voting against.)

MOTION: Mayor Johnston moved to direct staff to work with the Bergmanns, MnDOT, Washington County on a resolution to traffic issues and planning for a possible frontage road along Highway 36. Council Member Smith seconded the motion. The motion passed 4-0.

Mayor Johnston voted against the motions because of traffic issues and safety concerns with entrance. Council Member Smith voted against the motions because 1.) Trip generation – all clumped together in a small number of weekends, 2.) Minimum lot size is 40 acres – only 21 acres in the CUP; 3.) Structures were not approved, no building permits, are not AG in nature, and should be removed. 4.) No limit to how much non-produce can be brought in and sold.

<u>Conditional Use Permit Amendment: Rockpoint Church - Overflow Parking Lot Expansion</u>

The City Council considered a request from Rockpoint Church, 5825 Kelvin Avenue North, for a Conditional Use Permit amendment to allow the expansion of an overflow parking lot on the eastern portion of their property. The proposed parking lot would be used as additional parking during holidays, special events, and other instance when parking is at capacity.

The Planning Commission unanimously recommended approval of the amendment request with six conditions of approval.

MOTION: Mayor Johnston moved to table this item for two weeks (September 6^{th}) so staff, City Engineer and MnDOT can discuss options for improving traffic by planning a frontage road along Highway 36. Council Member Park seconded the motion. The motion passed 4-0.

The City Council received and reviewed the 2nd Quarter Financial Report which highlighted the 2011 second quarter financials, along with the second quarterly report for year 2011.

Consideration of Request for the City of Lake Elmo to Join the Transportation Alliance

The City Council considered and denied the request for the City to join the Transportation Alliance.

Consideration of Migrating CodeRED Emergency Notification System to Washington County under a Joint Powers Agreement

The City Council considered approval of the proposed Joint Powers Agreement with Washington County to allow for migration of the CodeRED Emergency Notification System from the City to the County, at a significant savings and operational benefit to the City.

The Sheriff's Office has purchased the CodeRED Emergency Notification System and deployed such countywide. Under a proposed Joint Powers Agreement (JPA) the City of Lake Elmo would see its annual costs for Code RED reduced from \$5,250 to approximately \$635. The County will provide a "pool" of 150,000 minutes to be used for Public Safety notifications only. For non-emergency notification there will be a \$0.25 per minute fee billed by the County. Some additional funds would continue to be budgeted within the communications Budget for these types of official non-emergency communications.

The term of the JPA Agreement will be from January 1, 2012 and end December 31, 2012, and will automatically renew for two additional one year periods wit final termination on December 31, 2014. The City does have the option of termination the agreement at any time with a 30-day written notice. The existing City contract with Emergency Communication's Network will be terminated as soon as possible, as part of the migration to the County system.

MOTION: Council Member Pearson moved to approve the Joint Powers Agreement with Washington County for utilization of the Code RED Emergency Notification System and to migrate as soon as possible the City's current agreement into the countywide program. Council Member Park seconded the motion. The motion passed 4-0.

The Council adjourned the meeting at 10:40 p.m.

Respectfully submitted by Sharon Lumby, City Clerk

PROCLAMATION

RECOGNIZING 100-YEAR ANNIVERSARY OF LAKE ELMO BANK

WHEREAS, Lake Elmo Bank, a community bank, has been serving the changing needs of businesses and residents in the Lake Elmo and surrounding communities for 100 years; and

WHEREAS, Lake Elmo Bank has a tradition of personal service and a commitment to its nearly 100 employees; and

WHEREAS, Lake Elmo Bank remains a locally owned and managed bank, working and investing dollars in the communities it serves; and

WHEREAS, Lake Elmo Bank's mission is to be a community-focused business based on building solid financial relationships and this mission continues to guide the operations of the Bank; and

NOW, THEREFORE, BE IT RESOLVED,

FURTHER, the City of Lake Elmo, on behalf of the Citizens of Lake Elmo, proclaims Friday, September 9, 2011, to be Lake Elmo Bank Day honoring its 100-Year Anniversary.

ADOPTED, by the Lake Elmo City Council on September 9, 2011.

	Dean A. Johnston, Mayor	
ATTEST:		
Sharon Lumby, City Clerk		



MAYOR & COUNCIL COMMUNICATION

DATE:

09/06/2011

CONSENT

ITEM#:

3

MOTION

as part of Consent Agenda

AGENDA ITEM:

Approve Disbursements in the Amount of \$ 120,418.32

SUBMITTED BY:

Tom Bouthilet, Finance Director

THROUGH:

Bruce Messelt, City Administrator

REVIEWED BY:

City Staff

SUMMARY AND ACTION REQUESTED: As part of its Consent Agenda, the City Council is asked to approve disbursements in the amount of \$120,418.32 No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

<u>BACKGROUND INFORMATION</u>: The City of Lake Elmo has fiduciary authority and responsibility to conduct normal business operation. Below is a summary of current claims to be disbursed and paid in accordance with State law and City policies and procedures.

Claim #	Amount	Description
ACH	\$ 6,890.92	Payroll Taxes to IRS 08/25/2011
ACH	\$ 1,229.94	Payroll Taxes to MN Dept. of Revenue 08/25/2011
ACH	\$ 3,901.49	Payroll Retirement to PERA 08/25/2011
DD3500 - DD3515	\$ 21,067.31	Payroll Dated 08/25/2011 (Direct Deposit)
37444 – 37445	\$ 250.00	Fall Festival Entertainment (Chk 37445 Voided)
37446 - 37453	\$ 4,575.41	Payroll Dated 08/25/2011 (Payroll)
37454 37496	\$ 82,503.25	Accounts Payable Dated 09/06/2011
37497 37499		Voided Checks
The state of the s		
y,		
TOTAL	\$ 120,418.32	

STAFF REPORT: City staff has complied and reviewed the attached set of claims. All appears to be in order and consistent with City budgetary and fiscal policies and Council direction

RECOMMENDATION: It is recommended that the City Council approve as part of the Consent Agenda proposed disbursements in the amount of \$120,418.32

Alternatively, the City Council does have the authority to remove this item from the Consent Agenda or a particular claim from this item and further discuss and deliberate prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

"Move to approve the September, 2011, Disbursements as Presented [and modified] herein."

ATTACHMENTS:

1. Accounts Payable Dated 09/06/2011

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

Accounts Payable To Be Paid Proof List

User: Administrator Printed: 09/01/2011 - 2:55 PM Batch: 006-08-2011

10000 10,000 Lakes Chapter 08/25/2011 08/25/2011 101-420-2400-44370 Conferences & Training 08/25/2011 Total: 10000 Total:	3	Amount	Quantity	Pmt Date	Pmt Date Description	Reference	Task	£']	Type P(FO# C	Clase POLine #
	r 2011 ferences & Training 08/25/2011 Total: Total:	85.00 85.00 85.00	0.00	09/06/2011	Building Official Code Seminar	Code Seminar	ï			Ž	0000
ADVGR Advanced Graphix, Inc. 184080 08/18/2011 101-420-2700-44300 Miscellaneous 18408	neous 184080 Fotal: Fotal:	154.97	0.00	09/06/2011	09/06/2011 Animal Control Car Graphics	ar Graphics	ı			Š.	0000
ARAM Aramark, Inc. 629-7293369 07/28/2011 101-430-3100-44170 Uniforms		21.29	00.00	09/06/2011	Uniforms		ŧ			ž	0000 -
629-7298070 08/04/2011 101-430-3100-44170 Uniforms	intorius 629-7293369 Total: 4/2011 viforms	21.29	0.00	09/06/2011	Uniforms					Š	0000
629-7308 629-7302802 08/11/2011 101-436-3100-44170 Uniforms	629-7298070 Total: 1/2011 viferus	21.29 21.29	0.00	09/06/2011	Uniforms		ŀ			- N	. 0000
178	629-7302802 Total: 8/2011 iforms	21.29	0.00	09/06/2011	Uniforms					N _o	0000
08/2	629-7307498 Total: 5/2011 iforms	21.29 21.29	0.00	09/06/2011	Uniforms		•			Š	0000
~	629-7312287 Total: 8/29/2011 Repairs/Maint Contractual Bldg 629-7314150 Total:	21.29 115.38 115.38	0.00	09/06/2011	Linea City Hall		,	. •		No	0000

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Invoice# Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO#	Close POLine #
ARAM Total:	221.83								
ASPENMI Aspen Mills, Inc. 111296 101-420-2220-42400 Small Tools & Equipment 111296 Total: ASPENMI Total:	165.00 165.00 165.00	0.00	09/06/2011	09/06/2011 Coveralls for Medical Response	lical Response	1			No 0000
AVENET AVENET, LLC 29076 08/24/2011 101-410-1450-43180 Information Technology/Web 29076 Total: AVENET Total:	700.00 700.00 700.00	0.00	09/06/2011	Amnal Web Support	ort.	ı			No 0000
BIFFS Biffs Inc. Multiple 101-450-5200-44120 Rentals - Buildings Multiple Total: BIFFS Total:	612.89 612.89 612.89	0.00	09/06/2011	Pariable Restrooms	SI	,		•	No 0000
CINDYS Cindy's Creative Celebrations 08/31/2011 08/31/2011 204-450-5200-43150 Contract Services 08/31/2011 Total: CINDYS Total:	1,005.00 1,005.00 1,005.00	00.0	1107/90/60	Face Painting, etc.		ď			No 6000
COMPENSA Compensation Consultants, Ltd August 101-410-1320-44300 Miscellaneous August Total: COMPENSA Total:	40.00 40.00 40.00	0.00	09/06/2011	Admin Fee FSA		•			No 0000
CORNE Cornerstone Land Surveying, In 7597 08/05/2011 101-410-1910-43150 Contract Services 7597 Total: CORNE Total:	950.00 950.00 950.00	0.00	09/06/2011	Land Survey Lake Elmo Annexation	Elmo Annexation				No 0000

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Invoice # Inv Dafe	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO#	Close POLine#	ine#
COVERALL Coverall of The Twin Cities 70701696000 09/01/2011 101-410-1940-44010 Repairs/Maint Contractual Bldg 70701696000 Total: COVERALL Total:	321.38 ³² 321.38 321.38	0.00	09/06/2011	·		1			0°Z	0000
CTYOAKDA City of Oakdale 201108192882 08/19/2011	29.23	0.00	09/06/2011	Repair, L1		1			N _o	0000
201108192883 08/19/2011	29.23 149.57	0.00	09/06/2011	Repair fan on T2		ı			No	0000
	149.57									
EARLANDE Earl F. Andersen, Inc. 0096492-IN 08/18/2011 101-430-1100-42760 Sim Repair Materials	377.80	00.0	0.00 · 09/06/2011	Cones	٢		·		No	0000
0096514-IN 08/18/2011	377.80	0.00	1107/90/60	Signs & Posts		3			o _Z	0000
101-450-5100-42200 Sign Kepan Materials 0096514-IN Total: EARLANDE Total:	1,255.57									
FOCUS Focus Engineering, Inc. 1 08/22/2011	45.00	0.00	09/06/2011	General Engineering	ho.	1			N _o	0000
101-450-5100-45050 Engmeeting Services 1 08/22/2011 1010-000-000-000-000-000-000-000-000	8,220.64	0.00	09/06/2011	General Engineering	L 0	,			No	0000
10 101-410-1750-45050 Engineering Services 1 Total: 10 08/22/2011	8,265.64 943.00	0.00	09/06/2011	10th Street Infrastructure Planning	cture Planning	ì			No No	0000
602-495-9450-45030 Engineering Services 10 Total: 11 68/22/2011	943.00 . 1,441.50	0.00	1102/90/60	Supply Well & Pumphouse 4	phouse 4				Ž	0000
001-494-9400-45030 Engineering Services 2 08/22/2011 101 420 2400 42030 Engineering	1,441.50 1,836.50	0.00	09/06/2011	General Engineering - VRA	; - VRA	ı		•	Š.	0000
101-420-4400-4-2050 8-23 guesting 101-410-1010-43030 Environmental Society	2,275.50	0.00	09/06/2011	General Engineering - VRA	; - VRA	t			No	0000
0	2,527.51	0.00	09/06/2011	General Engineering - VRA	-VRA	•			No	0000
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Invoice # Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	# 0 <i>d</i>	Close POLine#	Line#
2 404.480.8000.43030 Frontesories	90.00	0.00	09/06/2011	General Engineering - VRA	ring - VRA	ı			No	0000
-	1,805.94	0.00	09/06/2011	General Engineering - VRA	ring - VRA	•			No	0000
2 08/22/2011	995.00	0.00	09/06/2011	General Engineering - VRA	ring - VRA	,			Š	0000
_	2,594.00	00'0	09/06/2011	General Enginecring - VRA	ring - VRA	ı			Š.	0000
3 08/22/2011 2 Total: 272-100-0070-4300 Emissions Services	12,124.45 1,732.61	0.00	09/06/2011	Development - W	Development - Whistling Valley III	ŧ			Na	0000
203-170-2010-4-2020 Engineering Services 3 Total: 3 Total: 703-400-6070-4-2020-5-20-20-20-20-20-20-20-20-20-20-20-20-20-	1,732.61	0.00	09/06/2011	Sanctuary		ŧ			ž	0000
Engineering St 18/22/2011 Engineering St	180.00 135.00	0.00	09/06/2011	Lake Elmo 2010 Street & Water Quality	Street & Water	1	e e		No	9000
5 Total: 6 08/22/2011 409-480-8000-43030 Engineering Services	135.00	0.00	09/06/2011	2011 Seal Coat Project	roject				, SZ	0000
)8/22/2011 Enginecting S	180.00 2,542.50	0.00	09/06/2011	2011 Street Improvement/Water Quality	ovement/Water	٠.			SZ.	0000
7 Total: 8 08/22/2011 409-480-8000-43030 Engineering Services	2,542.50 135.00	0.00	09/06/2011	Lake Elmo Court	Lake Elmo Court Drainage Correction	•			No	0000
18/22/2011 Engineering Se	135.00 1,306.00	0.00	09/06/2011	Lake Elmo District Sidewalk Maint	ct Sidewalk Maint	,			No	0000
9 Total: FOCUS Total:	1,306.00									
FXL FXL, Inc. Sept 2011 101-410-1320-43100 Assessing Services Sept 2011 Total: FXL Total:	2,000.00	0.00	09/06/2011	Assessing Service	Assessing Services - September 2011				No	0000
GOPHER Gopher State One-Call 17717 101-430-3100-43150 Contract Services 17717 Total:	228.05	0.90	09/06/2011	Line Locates - August	- tsn8t				No	0000
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Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	₩O#	Close POLine#
	GOPHER Total:	228.05								
GREATERM Greater MSP 1027 08/18/2011 101-410-1320-44300 Miscellaneous 102	er MSP 08/18/2011 0 Miscellaneous 1027 Total: GREATERM Total:	5,000.00 5,000.00 5,000.00	0.00	09/06/2011	Annual Investment					No 0000
GRUBER Gruber's Power Equipment 100481. 101-450-5200-42210 Equipment Par 10048	GRUBER Gruber's Power Equipment 100481 08/25/2011 101-450-5200-42210 Equipment Parts 100481 Total: GRUBER Fotal:	5.89	0.00	09/06/2011	Gas Cap					0000 ov
HAWKINS Hawkins, Inc. 3253949 08/11/2011 601-494-9400-42160 Chemicals 3255 HAWKINS	ls, Iac. 08/11/2011 0 Chemicals 3253949 Total: HAWKINS Total:	500.50 500.50 500.50	0.00	09/06/2011	Chlorine		•			No 0000
KDV Kem DeWenter Viere Ltd 132992 08/26/2011 101-410-1520-43150 Contract KDV Tota	er Viere Ltd 08/26/2011 0 Contract Services 132992 Fotal: KDV Total:	4,644.00 4,644.00 4,644.00	000	1102/90/60	Financial Services - August 2011	- August 2011	1			Na 0000
LKBLDG Lake Elmo Builders Chk Req 08/25/201 803-000-0000-22900 Deposit (LKBLDG	LKBLDG Lake Elmo Builders Chk Req 08/25/2011 803-000-0000-22900 Deposits Payable Chk Req Total: LKBLDG Total:	3,000.00	0.00	09/06/2011	Escrow Rts 5630 Keats Permit 7545	Ceats Permit 7545	•			No 0000
LOPEZLIL Lopez Lillian chk Req 08/3 601-494-9400-43820 W; LOP	illian 08/31/2011 0 Water Utility chk Req Total: LOPEZLIL Total:	38.29	0.00	09/06/2011	Refund Overpayment of final Bill	ent of final Bill	•			No 9000

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Invoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Туре	PO#	Close POLine#	# 2
LTG PWR L.T.G. Power Equipment 146219 08/19/2011 101-450-5200-42210 Equipment Pr 1462	LTG PWR L.T.G. Power Equipment 146219 08/19/2011 10L-450-5200-42210 Equipment Parts 146219 Total: LTG PWR Total:	165.35 165.35 165.35	0.00	09/06/2011	Jackshaft Kit					No 0	0000
MAINSTR Main Street Builders Chk Req 803-000-0000-22900 Deposits CI	MAINSTR Main Street Builders Chk Req 08/29/2011 803-000-0000-22900 Deposits Payable Chk Req Total: MAINSTR Total:	3,000.00 3,000.00 3,000.00	0.00	09/06/2011	Escrow Return 10	Escrow Return 10278 Tapestry #7772				o V	0000
MCALLIST McAllister Pat 08/31/2011 08/31/ 204-450-5200-43150 Cont MCAL	MCALLIST McAllister Pat 08/31/2011 08/31/2011 204-450-5200-43150 Contract Services 08/31/2011 Total: MCALLIST Total:	375.00 375.00 375.00	0.00	09/06/2011	Entertainment - Fall Festival	all Festival	ı			0 2	0000
MENARDSO Menards - Oakdale 6724 08/23/2011 101-450-5200-44030 Repairs/M 6724 08/23/2011 101-430-3100-42150 Shop Mate	MENARDSO Menards - Oakdale 6724 6724 6724 6724 6724 6724 6724 6724	15.36 5.64 21.00 21.00	0.00	09/06/2011	Lumber Benches Pebble Ear Muffs	Pebble				No ON O	0000
MENARDST Menards - Stillwater 8838 9823/2011 101420-2220-42400 Small Tools & 8838 101420-2220-44300 Miscellaneous 8838 101420-2220-44010 Repairs/Maint 101420-	MENARDST Menards - Stillwater 8838 101-420-2220-42400 Small Tools & Equipment 8838 101-420-2220-44300 Miscellaneous 8838 101-420-2220-44010 Repairs/Maint Bldg MENARDST Total:	45.79 1.58 15.06 62.43 62.43	0.00	09/06/2011 09/06/2011 09/06/2011	Floor Dri Kitchen Supplies Cleaning Supplies					0 0 No	0000
MILLSCOL Mills Cole 08/23/2011 08 101-410-1450-43620 0	MILLSCOL Mills Cole 08/23/2011 08/23/2011 101-410-1450-43620 Cable Operations 08/23/2011 Total:	55.00	0.00	09/06/2011	Cable CC Meeting 8/23/11	z 8/23/11	,			No 0	0000

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Lavoice #	Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	₩ Od	Close POLine#	# 31
	MILLSCOL Total:	55.00							·		
MNDOH MN Department of Health 30002011 09/01/2011 601-494-9400-43820 Water Utility 300020 MNDOH Total	tuneut of Health 09/01/2011 0 Water Utility 30002011 Total: MNDOH Total:	1,508.00 1,508.00 1,508.00	00.00	.09/06/2011	3rd Quarter Water Fee	3rd Quarter Water Supply Connection Fee		es.		ō Ž	0000
MNFIRECH MN St 08/24/2011 101-420-2220-4437	MNFIRECH MN State Fire Chiefs Assn 08/24/2011 08/24/2011 101-420-2220-44370 Conferences & Training 08/24/2011 Total: MNFIRECH Total:	175.00	0.00	09/06/2011	MSFCA Conference Registration	ce Registration	4.			No.	0000
MUNICI-P Munici-Pals 08/31/2011	MUNICL-P Munici-Pals 08/31/2011 08/31/2011 101-410-1320-44380 Staff Development 08/31/2011 Total: MUNICL-P Total:	74.00	0.00	102/90/50	Munici-Pals Banquet - Sharon & Carole	ret - Sharon &				No N	0000
NEXTEL Nextel Communications 761950227-101 08/14/2011 101-410-1940-43210 Telembone	mmunications 08/14/2011 1 Telenhone	18.54	0.00	09/06/2011	Cell Phone Services - Admin	s - Admin	ŕ			No 00	0000
76195027-101 (101-470-2276-401	08/14/2011 Telephone	81.00	0.00	09/06/2011	Cell Phone Services - Fire Dept	s - Fíre Depí	1			No 00	0000
761950227-101 101-420-4201-401	08/14/2011 Telephone	17.48	00.00	09/06/2011	Cell Phone Services - Building Dept	s - Building Dept	1			No OC	0000
761950227-101		34.96	0.00	09/06/2011	Cell Phone Services - Public Works	s - Public Works	1			No OC	0000
761950227-101	_	102.56	0.00	09/06/2011	Dept Cell Phone Services - Parks Dept	s - Parks Dept	ŧ			No OC	0000
761950227-101 101-410-1940-43710	9 / respinate 08/14/2011 Telembore	-13.99	0.00	09/06/2011	Credit		1	٠		No Of	0000
	z	240.55 240.55				·					
NICOLLET Nicollet Partners 9777 602-495-9450-43150 Contract Services 9777	Partners 06/24/2011 Contract Services 9777 Total:	3,500.00	0.00	09/06/2011	Land Consultation	Land Consultation South of 10th Sewer	t			No 00	0000

Invoice# Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Туре	PO#	Close POLine#	ine#
NICOLLET Total:	3,500.00									
PITNEYRE Reserve Account Pitney Bowes 08/31/2011 08/31/2011 Partner	750.00	0.00	09/06/2011	Postage					No No	0000
98/31/ Post	500.00	0.00	09/06/2011	Postage		,			N _G	0000
08/31/2011 Total: PITNEYRE Total:	1,250.00						•			
POSTOFFI POSTMASTER 08/31/2011 101 410 1320 42200 P	250.00	0.00	09/06/2011	Postage		1			Ŷ.	0000
101-410-1450-4-220 F 08/81/2011 108/31/2011 08/31/2011	500.00	0.00	09/06/2011	Newsletter					% %	0000
	750.00		,							
PRESSA Anastasia Press 08/30/2011 08/30/2011	27.50	0.00	1102/90/60	Cabled Workshop 8/30/11	/30/11	1			Ŷ.	0000
101-410-1450-43620 Cable Operations 08/30/2011 Total: PRESSA Total:	27.50 27.50									
PRIMARY Primary Products Company 45918	173.30	0.00	09/06/2011	EMS Gloves		1			No OX	0000
191-420-2220-42060 ENES Supplies 45918 Total: PRIMARY Total:	173.30									
REGIONS Regions Hospital 768923 08/18/2011	1,448.00	00.0	09/06/2011	First Responder Training × 4	ining × 4				No	0000
701-420-2220-44370 COINCHENCS & HAIMING 768923 Total: REGIONS Total:	1,448.00									
TASCH T.A. Schifsky & Sons Inc 51825 08/09/2011 101.430.2170.47740 Street Maintenance Motorials	8.22	0.00	09/06/2011	Asphalt					% %	0000
51825 Total:	8.22									

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Invoice# Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	#O4	Close POLine#
TASCH Total:	8.22								
USA USA Inflatables Corp 110162 08/31/2011 204-450-5200-43150 Contract Services 110162 Fotal: USA Total:	347.35 347.35 347.35	0.90	09/06/2011	Fall Festival inflatable Jumpers	able Jumpers				0000 on
WEBER Weber Electric 78086 08/17/2011 404-480-8000-45300 Improvements Other Than Bldgs 78086 Total: WEBER Total:	14,900.00 14,900.00 14,900.00	00.00	09/06/2011	New Lights Lions Field	Field	1			No 0000
XCEL Xcel Energy 51-0117417-0 08/31/2011 101-430-3160-43810 Sweet Lighting	36.39	0.00	09/06/2011	Welcome Sign - Keats	eats	ı			No 0000
\$1-0117417-0 Total: \$1-4572945-7 08/31/2011 101-430-3160-43810 Street Lighting	36.39 26.97	0.00	09/06/2011	Steet Lights		v			No 0000
_	26.97 373.50	0.00	09/06/2011	Fire Station 2		1			No 0000
	373.50 10.32	0.00	09/06/2011	Termis Court		•			No 0000
	10.32 45.13	00.00	09/06/2011	Parks Building		•	·		No 0000
51-5275289-3 08/31/2011 101-450-5200-43810 Electric Utility	45.13	0.00	09/06/2011	Pebble Park		1			No 0000
51-5275289-3 Total: 51-5522332-2 08/31/2011 101-430-3160-43810 Street Lichting	9.95	0.00	09/06/2011	Traffic Lights - Inwood	wood				No 0000
-	41.37	0.00	09/06/2011	Arts Center		,			No 0000
_	163.18 17.30	0.00	1102/90/60	Lift Station		,			No 0000
	17.30			·					

AP - To Be Paid Proof List (09/01/11 - 2:55 PM)

Invoice # Inv Date	Amount	Quantity	Pmt Date	Description	Reference	Task	Type	PO#	Close POLine#
51-6429583-8 08/31/2011 602-49461-43810 Floratio History	19.50	0.00	09/06/2011	Lift Station	AND THE REAL PROPERTY OF THE P	,			No 0000
51-6433976-2 08/31/2011	19.50 396.82	0.00	09/06/2011	Fire Station 1		ŧ			No 0000
51-625457-1 08/31/2011 101-450-5200-43810 Fleetit Unity 51-6625457-1 08/31/2011 101-450-5200-43810 Fleetit Unity	396.82 76.51	0.00	09/06/2011	09/06/2011 Legion Park		i			No 0000
	76.51 30.50	0.00	09/06/2011 Lights	Lights		ŧ			No 0000
51-8126093-5 08/31/2011 6/11-494-9400-43810 Fleerie Tritity	30.50 19.26	0.00	09/06/2011	Traffic Lights - Inwood	роо	,			No 0000
51-8711719-3 08/31/2011 101 430 3-50 42010 5-50-31 1-6/2-2	19.26 10.18	00.00	09/06/2011	Speed Sign Hwy 5		i			No 0000
51-555-5100-+5510 Surett. Lighting 51-871719-3 Total: XCEL Total:	10.18					,			
ZIERT Ziertman Joan & Steve 09062011 204-450-5200-43150 Contract Services 09062011 Total: ZIERT Total:	62.50 62.50 62.50	0.00	09/06/2011	Silly String Set-up					0000 on
ZIERTMAN Joan Ziertnan 08-2011 101-410-1520-43150 Contract Services 08-2011 Total: ZIERTMAN Total:	2,612.50 2,612.50 2,612.50	0.00	09/06/2011	09/06/2011 Monthly Accounting Services-August	, Services-August				No 0000
Report Total:	82,503.25								



MAYOR & COUNCIL COMMUNICATION

DATE:

09/6/2011

CONSENT

ITEM #:

3

MOTION

AGENDA ITEM:

Parks Commission Appointment

SUBMITTED BY:

Sharon Lumby, City Clerk

REVIEWED BY:

Bruce A. Messelt, City Administrator

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to appoint Justin Bloyer to the fill the vacancy of 2nd Alternate on the Parks Commission.

"Move to appoint Justin Bloyer, 8881 Jane Road N. to 2nd Alternate on the Lake Elmo Park Commission"

BACKGROUND INFORMATION:

The following are the members serving on the Parks Commission:

NAME	Term	Term Expires
Mike Zeno	Second term	12/31/13
Rolf Larson	Second Term	12/31/11
John Ames	Third Term	12/31/13
Judith Blackford	First Term	12/31/12
Marty Dobbs	First term	12/31/11
David Steele	First term	12/31/12
Pam Hartley	First term	12/31/13
Steve DeLapp	lst Alternate	
Justin Bloyer	2 nd Alternate	

RECOMMENDATION:

Staff is requesting Council to appoint Justin Bloyer to fill the 2nd Alternate vacancy. Staff will continue advertizing for Park Commission applications because there are no applications on file.

"Move to appoint Justin Bloyer, 8881 Jane Road N., to 2nd Alternate on the Park Commission"

ATTACHMENTS:

1. Application



City of Lake Elmo 3800 Laverne Avenue North Lake Elmo, Minnesota 55042 651.777.5510 FAX: 777.9615

APPLICATION FOR PARK COMMISSION APPOINTMENTS CITY OF LAKE ELMO

Date: AUG / 22 / 2011		
Name: Justin Bloyer	Address: 8881 Jane Rd N	
Phone Number W) 651-334-9721	H) 651-777-7944	
R-mail address: wbloyer@aol.com	How long have you lived in Lake Elmo: 83-0	1, 06

1. Why are you interested in serving on the Lake Elmo Park Commission? What personal interests and expertise will you bring?
When I was younger I worked as a life guard at the park reserve and spent a lot of time in sunfish park. I feel the parks should be for the benefit of all of Lake Elmo's residents. I know the

parks very well and want my children to have the same opportunity. 2. How will those skills and interests be of service to the development and

management of the City's parks, trails and natural areas?

I bring a young perspective of the wants and needs of our younger residents.

- 3. What do you see as the role and function of the Park Commission? How does this relate to the roles and responsibility of the City Council in park matters?

 To make sure "all" residents concerns regarding the parks are addressed. To ensure all residents have access to the parks. The commission will then take recommendations to the council regarding current and future ordinances.
- 4. What value do parks and trails have to our citizens? What role or function do

they provide?
They have an effect on our home values as well as an effect on the quality of life of the citizens of Lake Elmo. They provide a healthy and safe environment for the people of Lake Elmo to enjoy the outdoors.

5. How much time do you have or are you wiling to devote to Park Commission

activities? I have the ability to make the meeting and any other activities required for the commission.

Please complete and return to the City office. Thank you for your interest in the Lake Elmo Park Commission.



MAYOR & COUNCIL COMMUNICATION

DATE:

9/06/2011

CONSENT ITEM #: MOTION

4

AGENDA ITEM:

Approve Sidewalk Surface Solution for City Hall

SUBMITTED BY:

Sharon Lumby, City Clerk

REVIEWED BY:

Bruce A. Messelt, City Administrator

Tom Bouthilet, Finance Director

<u>SUMMARY AND ACTION REQUESTED</u>: City Council consideration is respectfully requested for sidewalk surface solution at City Hall. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

BACKGROUND INFORMATION & STAFF REPORT:

Sufficient funds have been budgeted in 2011 Facilities Fund for undertaking of maintenance activity; thus no formal budget amendment is required. However, City Council approval is requested given the highly visible nature of this activity and in order to allow for recognition of efforts by the City to maintain existing assets. The following cost estimates have been received:

AbsoVersa LLC \$3,504.07

Replace 61 sq.ft. of damaged sidewalk spots at \$10.00 per sq.ft. Incorporate a decorative design pattern to add color appeal to make the imperfections less noticeable, 964.69 sq.ft. at \$3.00 per sq.ft. This proposal is a more cost effective approach to handle the work to be completed.

AbsoVersa LLC \$6,189.57

Replace 549.25 sq.ft. of damaged sidewalk sections at \$6.00 per sq.ft. Incorporate a decorative design pattern to add color appeal to make the imperfections less noticeable, 964.69 sq.ft. at \$3.00 per sq.ft. This proposal is a more realistic approach to handle the work to be completed.

RECOMMENDATION: City Council consideration is respectfully requested for replacement of damaged sidewalk spots at City Hall. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

Alternatively, the City Council does have the authority to remove this item from the *Consent Agenda*, further discuss, deliberate and modify any decision prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

"Move to authorize the City to contract with AbsoVersa LLC, 135 Northland Avenue, Stillwater, MN to replace damaged sidewalk spots at City Hall, at an approximate cost of \$3,504.07 [as amended/modified at tonight's meeting]."

ATTACHMENTS: Proposals

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

Proposal

AbsoVersa LLC

135 Northland Ave Stillwater, MN 55082 651-755-4844

Proposal created for		Job Name	
City of Lake Elmo Attn	ı: Mike Bothilet	Sidewalk surface solu	ition
Address		Job Address	
3800 Laverne Ave. N.		same	
City, State Zip		City State Zip	
Lake Elmo		same	
Phone	Date Submitted	Estimator	Date of Plans
651~233-5414	8-30-11	Shane Pulver	8-22-2011
Sidewalk Repair	**		
Scope:			
Replace 61 sq ft of dar color appeal to make t effective approach to f	maged sidewalk spots at \$10.00 p the imperfections less noticeable, nandle the work to be completed	er sq ft. Incorporate a d 964.69 sq ft at \$3.00 pe	ecorative design pattern to add r sq ft. This proposal is a more cost
Start Date: After acceptance of proposal a start date will be determined.			
Ref:			
Note:			
We hereby propose to specifications, for the s	furnish material and labor in acco	rdance to the above	
	s follows:		\$ 3,504.07
	nd half due once completed \$1,75	1	
•		Authorized Signature	
TO FEMALES.		Proposal Valid for 30	Days
Acceptance of Prospecifications, prices an nereby authorize all woremitted as outlined ab	nd conditions are acceptable. I brk as specified. Payment to be	Signature	
Date Authorized:		Signature	·

Proposal

AbsoVersa LLC

135 Northland Ave Stillwater, MN 55082 651-755-4844

Proposal created for		Job Name	
City of Lake Elmo Attn	: Mike Bothilet	Sidewalk surface solu	ution .
Address	17 17 17 18 18 18 18 18 18 18 18 18 18 18 18 18	Job Address	
3800 Laverne Ave. N.		same	
City, State Zip		City State Zip	
Lake Elmo		same	
Phone	Date Submitted	Estimator	Date of Plans
651-233-5414	8-30-11	Shane Pulver	8-22-2011
Sidewalk Repair			
Scope:			
	damaged sidewalk sections at ke the imperfections less notice andle the work to be completed	\$6,00 per sq ft. Incorpora able, 964.69 sq ft at \$3.0	ate a decorative design pattern to 00 per sq ft. This proposal is a more
Start Date: After acce	ptance of proposal a start date	will be determined.	
Ref:		,	
			44
Note:		73.00	
7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7			
		11-	-
We hereby propose to i specifications, for the s	urnish material and labor in acc um of:	ordance to the above	
			\$ 6,189.57
rayment to be made as	follows:	Color	
Half down \$3,094.79 ar	nd half due once completed \$3,0	094.79	
		Authorized Signature	
		Proposal 30 Valid for	Days
Acceptance of Prop specifications, prices an hereby authorize all wor remitted as outlined about	d conditions are acceptable, I	Signature	
Date Authorized:	•	– Signature	
	FI - 184		



MAYOR & COUNCIL COMMUNICATION

DATE:

9/6/2011

CONSENT

ITEM #:

#5

MOTION

AGENDA ITEM:

Sunfish Lake Parking Lot Improvements

SUBMITTED BY: Mike Bouthilet, Parks & Public Works Supt.

Carol Kriegler, Project Asst.

THROUGH:

Bruce Mesself

REVIEWED BY:

Parks Commission

Tom Bouthilet, Finance Director Ryan Stempski, Asst. City Engineer

SUMMARY AND ACTION REQUESTED:

The Public Works Department and Parks Commission are requesting authorization to proceed with improvements to the Sunfish Lake Park parking area. The proposed improvements include 1) contracting for services related to the delineation and grading of the parking area, 2) purchase and placement of boulders around the parking area in an effort to further define the area and restrict unauthorized vehicle entry, and (3) purchase of sign panels and wood posts to serve as interpretive and regulatory signage.

BACKGROUND INFORMATION:

The 2011 Park CIP budget includes improvements to the Sunfish Lake Park parking area. Additionally, in the fall of 2010 the City Council approved concept a plan for installing rain gardens and grading the parking area in an effort to eliminate ongoing standing water in the northeast corner of the parking area. In addition, the concept plan included the placement of boulders in an effort to further define the parking area and restrict unauthorized vehicle entry. Three rain gardens were installed along the south side of the parking area late last fall.

The improvements recommended for implementation at this time include:

1) Grading the millings into a defined lot to achieve proper drainage and eliminating ongoing standing water in the northeast corner of the lot. Additionally, this portion of the project will include grading black dirt (100 yds.) into the border/buffer areas with the Public Works staff seeding, fertilizing and watering.

2) The purchase and placement of approximately 70 boulders, approximately 3' in diameter, around the parking area for the purpose of further defining the area and preventing

unauthorized vehicle access.

3) The purchase of miscellaneous sign panels and wood posts for placement of regulatory signage on the information kiosk and at various trail junctions. The regulatory signage / symbols are intended to address issues such as unleashed dogs, dog waste pick-up, park hours, walking on groomed ski trails, etc. Additionally, interpretive signage is proposed to support the rain gardens that were installed last fall.

STAFF REPORT:

Three contractors were solicited to provide quotes for the delineation/drainage grading, black dirt and grading.

•	Miller Excavating	\$3,060.00
•	Buelow Excavating	\$3,300.00
	C & K Excavating	\$3,882.00

Three quotes were solicited for the purchase and delivery of boulders to the parking area.

Miller Excavating

\$36.73 / ton delivered

Aggregate Industries

\$41.31 / ton delivered

• Gerten's Wholesale Nursery \$75.00 / ton delivered

Three quotes were solicited for the fabrication of outdoor durable sign panels:

Advantage Sign and Graphics \$35.00 s.f.

• Creative Color Graphic Studio \$50,00 s.f.

Sign-A-Rama

\$45.00 s.f.

RECOMMENDATION:

(1) Authorize contracting with Miller Excavating for the grading and black dirt in and around the parking lot at Sunfish Lake Park at a cost of \$3,060.00.

(2) Authorize the purchase and delivery of approximately 70 boulders from Miller Excavating at a cost of \$36.73 / ton (not too exceed 80 ton, or \$2,938.40), as well as contracting for the placement of the boulders with a skid steer at a cost of \$95.00 / hour.

(3) Authorize the purchase of miscellaneous regulatory and interpretive sign panels from Advantage Sign and Graphics and wood posts at a cost not to exceed \$1,000.00.

ATTACHMENTS: Sign panel layouts and concept drawings

SUGGESTED ORDER OF BUSINESS:

- Report/Presentation....

City Council Meeting Sept. 6, 2011

[Sunfish Lake Park Improvements]
Regular [Agenda Item # [5]

-	Public Input, if Appropriate	
-	Call for Motion	Mayor & City Council
-	Discussion	Mayor & City Council
-	Action on Motion	Mayor Facilitates

RANGARDEN

This garden is designed to catch rainwater runoff, growing plants that are adapted to getting partially flooded on occasion.

Raingardens provide wildlife habitat, slow stormwater runoff, help prevent erosion, and remove

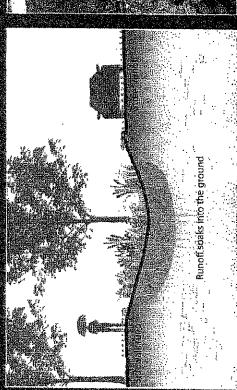
pollutants.

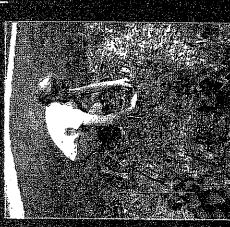
SUNFISH LAKE PARK RAIIN GARDENS



RAIN GARDENS

Controlling Water Pollution and Improving Habitat





Rain gardens were planted along the south edge of the parking atea in the fall of 2010 to areas. Stormwater runoff pollutes our lakes and steams and the St. Croix River with leaves. grass clippings, road salt, trash, and auto fluids. These gardens reduce water pollution by gardens help filter pollution from the stormwater that runs off streets, rooflops and parking educe stormwater from running across the parking area and entering Sunfish Lake. Rain collecting runoff after a rain or showmelt and allowing it to soak into the ground.

surrounding turf grass which requires much more upkeep, rain gardens contain plants that need Rain gardens also provide food and habitat for butterflies, birds and other wildlife. Unlike the ittle maintenance once they are established.

rivers. For more information about the effectiveness of rain gardens, or for rain garden grant Rain gardens keep about 95% of the runoff pollution entering them from entering takes and information, contact Washington County Conservation District at weed org

YOU CAN HELP

Every citizen can help prevent pollution in Lake Elmo:

- Prevent pollution in your own yard by planting a rain garden
- Rake and bag your leaves from the street in front of your house
- Affer mowing, sweep up grass clippings from streets and sidewalks
- Redirect your gutter downspouls from driveways or alleys onto lawn or garden areas
- Pick up after your pet
- Never put anything in a storm drain.











WARNINGI

Cars parked here are vulnerable to break-in.
Do not leave valuables in your car.

12"x12" and 12"x18" regulatory signs for kiosk

6"x6" x 50" above grade

WELCOME Sunfish Lake Park

PARK HOURS:

1/2 hour before sunrise to 1/2 hour after sunset

ALL CITY ORDINANCES ENFORCED

Enjoy your visit to the park!







MAYOR & COUNCIL COMMUNICATION

DATE:

9/6/2011

CONSENT

ITEM #: **MOTION**

6

2010 Street & Water Quality Improvements - Resolution Declaring Cost

to be Assessed, Ordering Preparation of Proposed Assessment, and

Calling for Hearing on Proposed Assessment

SUBMITTED BY:

AGENDA ITEM:

Ryan Stempski, Assistant City Engineer

THROUGH:

Bruce Messelt, City Administrator

REVIEWED BY:

Jack Griffin, City Engineer

Tom Bouthilet, Finance Director Dave Snyder, City Attorney

<u>SUMMARY AND ACTION REQUESTED</u>: The City Council is respectfully requested to approve a Resolution Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for Hearing on Proposed Assessment for the 2010 Street & Water Quality Improvements. No specific motion is needed, as this is recommended to be part of the overall approval of the *Consent Agenda*.

STAFF REPORT: The 2010 Street & Water Quality Improvement Project has been completed and the total project costs are known. Pursuant to Minnesota Statutes, Section 429 the Council must declare the amount to be assessed against the benefiting properties and Call the Hearing on the Proposed Assessment for these improvements. The Assessment Hearing is proposed for October 4, 2011. The Final Assessment Roll must be certified to the County Auditor by November 30, 2011. The final costs and unit assessments compared to planned costs are as follows:

Total Project Costs	Final Project Costs \$572,307	Preliminary Project Costs \$654,296 (Feasibility)
Assessments: Jane Rd N (Concrete Curb)	\$2,900	\$2,900
Assessments: Isle Ave N (Concrete Curb)	\$2,700	\$3,150
Assessments: 53 RD Street N (Bit. Curb)	\$3,000	\$3,950
Assessments: 57 TH Street N (Bit. Curb)	\$4,900	\$5,300
Total City Share	\$404,407	\$457,296

City Council Meeting September 6, 2011

2010 Street & Water Quality – Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for Hearing on Proposed Assessments Agenda Item # 161

The final project costs have been tabulated for each street improvement area. Through careful management of the construction contract and coordination with the Contractor, T.A. Schifsky & Sons, the final project costs for the assessable street improvements were below the Feasibility project cost estimate amount of \$654,296. The final costs came in 12.5% below the Feasibility project cost estimate, resulting in a total savings of \$81,989. The City portion was reduced by \$52,889.

Planned versus final project costs by street area are summarized as follows: The Jane Road unit assessment was the same as proposed at \$2,900; The Isle Avenue unit assessment was reduced by \$450 (14.3%); The 53rd Street unit assessment was reduced by \$950 (24%); and the 57th Street unit assessment was reduced by \$400 (7.5%). Jane Road was completely reconstructed with new concrete curb. Isle Avenue was reclaimed with new concrete curb. 53rd Street and 57th Street were both reclaimed with new bituminous curb.

RECOMMENDATION: Based upon the above information, it is recommended that the City Council approve as part of tonight's *Consent Agenda* Resolution No. 2011-35 by undertaking the following action:

"Move to approve Resolution No. 2011-35; A Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for the Hearing on the Proposed Assessment for the 2010 Street & Water Quality Improvements."

Alternatively, the City Council does have the authority to remove this item from the *Consent Agenda*, table this item for future consideration, or further discuss, deliberate and/or, if appropriate, amend the recommended motion prior to taking action. If the latter is done so, the appropriate action of the Council following such discussion would be:

"Move to approve Resolution No. 2011-35; A Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for the Hearing on the Proposed Assessment for the 2010 Street & Water Quality Improvements [and amended and/or modified at tonight's meeting]."

ATTACHMENTS: (3)

- 1. Resolution No. 2011-35
- 2. Notice of Hearing
- 3. Final Assessment Roll

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

CITY OF LAKE ELMO WASHINGTON COUNTY STATE OF MINNESOTA

RESOLUTION NO. 2011-35

A RESOLUTION DECLARING COST TO BE ASSESSED, ORDERING PREPARATION OF PROPOSED ASSESSMENT, AND CALLING FOR HEARING ON PROPOSED ASSESSMENT FOR THE 2010 STREET & WATER QUALITY IMPROVEMENTS

WHEREAS, a contract has been let for the 2010 Street & Water Quality Improvements including street reclamation, water quality, and storm sewer improvements located on Isle Avenue, 53rd Street, and 57th Street and street reconstruction, water quality, and storm sewer improvements on Jane Road.

AND WHEREAS, the total cost of the improvements will be \$572,307;

AND WHEREAS, the clerk has prepared the proposed assessment roll and will maintain said assessment roll on file in the City offices for public inspection.

NOW, THEREFORE, BE IT RESOLVED,

- 1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$404,407, and the portion of the cost to be assessed against benefited property owners is declared to be \$167,900.
- 2. The City Clerk, with the assistance of the City Engineer, has calculated the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land to be benefited by the improvements, and the Clerk has filed a copy of such proposed assessment in the City offices for public inspection.
 - a. The amount to be specially assessed against each particular lot, piece, or parcel of land located along the street of Jane Road North is declared to be \$2,900.
 - b. The amount to be specially assessed against each particular lot, piece, or parcel of land located along the street of Isle Avenue North is declared to be \$2,700.
 - c. The amount to be specially assessed against each particular lot, piece, or parcel of land located along the street of 53rd Street North is declared to be \$3,000.
 - d. The amount to be specially assessed against each particular lot, piece, or parcel of land located along the street of 57th Street North is declared to be \$4,900.

- 3. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January, 2011, and shall bear interest at the rate of 5 percent per annum from the date of the adoption of the assessment resolution.
- 4. A public hearing shall be held on the 4th day of October, 2011, in the council chambers of the city hall at 7:00 pm to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
- 5. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
- 6. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City Clerk. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. A property owner may at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Date:, 201	1 CITY OF LAKE ELMO
	Ву:
ATTEST:	Dean A. Johnston Mayor
Bruce A. Messelt City Administrator	

CITY OF LAKE ELMO NOTICE OF HEARING ON PROPOSED ASSESSMENT 2010 STREET & WATER QUALITY IMPROVEMENTS

Notice is hereby given that the City Council of Lake Elmo will meet in the Council Chambers of the City Hall at or approximately after 7:00 P.M. on Tuesday, October 4, 2011, to consider, and possibly adopt, the proposed assessment against abutting property for the 2010 Street & Water Quality Improvements. Adoption by the Council of the proposed assessment may occur at the hearing. The following are the areas proposed to be assessed:

Jane Road North:

The amount to be specially assessed against each particular lot, piece, or parcel of land located along Jane Road North from Jamaca Avenue North to the west end, is \$2,900.

Isle Avenue North:

The amount to be specially assessed against each particular lot, piece, or parcel of land located along Isle Avenue North from Jamaca Avenue North to the south end, is \$2,700.

53rd Street North:

The amount to be specially assessed against each particular lot, piece, or parcel of land located along 53rd Street North from Keats Avenue North to the west approximately 3,135 feet, is \$3,000.

57th Street North:

The amount to be specially assessed against each particular lot, piece, or parcel of land located along 57th Street North from Julep Way to the western edge of Rolling Hills Estates, is \$4,900.

Said assessments are proposed to be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2011, and will bear interest at the rate of 5.00 percent per annum from the date of adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2011. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City Clerk. No interest shall be charged if the entire assessment is paid 30 days from the adoption of this assessment. You may at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is 5.00 percent per year.

The proposed assessment roll is on file for public inspection at the City Clerk's office. The total amount of the proposed assessment is \$167,900. The City contribution for the project is \$404,407. Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

An owner may appeal an assessment to district court pursuant to Minnesota Statutes, Section 429.081 by serving notice of the appeal upon the Mayor or Clerk within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the Mayor or Clerk.

The City Council is authorized in its discretion to defer the payment of an assessment for any homestead property owned by a person for whom it would be a hardship to make. payment if the owner is 65 years of age or older and/or the owner is a person retired by virtue of a permanent and total disability or by a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in section 190.05 subdivision 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments. The owner must request a deferment of the assessment at or before the public hearing at which the assessment is adopted and make application on forms prescribed by the City Clerk within 30 days after the adoption.

Notwithstanding the standards and guidelines established by the City for determining a hardship, a deferment of an assessment may be obtained pursuant to Minnesota Statutes Section 435.193.

DATED: September 6, 2011

BY ORDER OF THE LAKE ELMO CITY COUNCIL

Dean Johnston, Mayor

(Published in the Oakdale-Lake Elmo Review on September 14, 2011)

FINAL ASSESSMENT ROLL

Š.	NAME		ADDRESS	SS		OIG.	UNITS	AMOUNT
н	THOMAS C SKALBECK	8879	JANE ROAD N	LAKE ELMO	55042	0902921110023	1	\$2,900
7	RICHARD A & CATHERINE WEIL	8880	JANE ROAD N	LAKE ELMO	55042	0902921110020	. ⊷	\$2,900
m	JUSTIN W & DANA N BLOYER	8881	JANE ROAD N	LAKE ELMO	55042	0902921110006	\leftarrow	\$2,900
4	PATRICK M MCALLISTER & DERVAL F HAYES MCALLIST	8883	JANE ROAD N	LAKE ELMO	55042	0902921110008	-	\$2,900
ıŊ	MANFRED E & ANKE RIECHERT	8884	JANE ROAD N	LAKE ELMO	55042	0902921110002	н	\$2,900
Ġ	WILLIAM W & LOWELLA M STEVENSON	8895	JANE ROAD N	LAKE ELMO	55042	0902921110009	ч	\$2,900
7	STEVEN R & SHAUN M COLLIER	8896	JANE ROAD N	LAKE ELMO	55042	0902921110022	- ~(\$2,900
0 0	MARK A & SHANNON GD HELS	8903	JANE ROAD N	LAKE ELMO	55042	0902921110010		\$2,900
6	JOHN F & VIRGINIA SCHNEIDER	8919	JANE ROAD N	LAKE ELMO	55042	0902921110011	l tri	\$2,900
30	WILLIAM F& VALERIE B BRASS	8930	JANE ROAD N	LAKE ELMO	55042	0902921110016	! ग र्ल	\$7,900
11	JEFFREY P. & JOAN M WIEDEN	8955	JANE ROAD N	LAKE ELMO	55042	0902921110012	: , - 1	\$2,900
12	SUZANNE & ROBERT HORNING	8991	JANE ROAD N	LAKE ELMO	55042	0902921110013	₩	\$2,900
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FINAL ASSESSMENT ROLL

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		5180 J	JAMACA AVENUE N	LAKE ELMO	55042	0402921440008	⊣	\$2,700
						TOTAL	18	\$48,600

FINAL ASSESSMENT ROLL

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		9480	9535	9571	9580	9605	9618	9636	9655	0/96	9710	9715	9765	8926	3805	9834	9855	0686	9895	9940	
53RD STREET NORTH	NAME	JEROD F & SUSUAN C DREIS	Mary 100 Keran	DOUGLAS RICHARD & KAREN PEPIN	STEVEN J & HEIDI MOELLER	WILLIAM D & RAE ANN MICHEL	ROBERT E & REBECCA L KOHLER	GREGG A & JULIE A NIELSEN	TIMOTHY & CONSTANCE KERAN	KIRBY R & JULIE R SPIKE	ROGER C & JERI L STODDARD	DARRELL J & CONNIE M OMAN	EDWARD J & VIRGINA HILDEBRANT	ROBERT A & JOANNE FLEMONDS	WILLIAM J & CHONG H WEINBERGER	GERARD T & DEBORAH IN COONS	REXFORD K & LYNN B CATTANACH	DANIEL J. & JUJE L HOPKINS	JOHN P MEUWISSEN	BRUCE R & LEANN M KAUFENBERG	4
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FINAL ASSESSMENT ROLL

Ö	NAME		ADDRESS	88		O.	UNITS	AMOUNT
e=	BRADLEY L & MARCIA A BERGIE	9481	57TH STREET N	LAKE ELMO	55042	0302921130006	- -ï	\$4,900
7	GREGORY J STEELE	9543	57TH STREET N	LAKE ELMO	55042	0302921130007	ᠬ	\$4,900
m	ERIK E. & DENISE JOSTES	9568	57TH STREET N	LAKE ELMO	55042	0302921130005	÷κ	\$4,900
4	JOHN E & PATRICIA J JESKA	3605	57TH STREET N	LAKE ELMO	55042	0302921130008	***	\$4,900
ī.	JOHN H & LISA L BURBAN	9612	S7TH STREET N	LAKE ELMO	55042	0302921130004		\$4,900



DATE:

9/6/2011

REGULAR

ITEM#:

7

DISCUSSION

AGENDA ITEM:

Presentation by Ms. Ginny Holder, Ramsey/Washington Suburban Cable

Commission Representative

SUBMITTED BY:

Sharon Lumby, City Clerk

THROUGH:

Bruce A. Messelt, City Administrator

<u>SUMMARY AND ACTION REQUESTED</u>: This item has been scheduled as a periodic update for the Mayor and City Council, as well as the larger community, on issues related to the Ramsey/Washington Suburban Cable Commission. It is respectfully requested that the City Council receive an update from Ms. Ginny Holder, the City's Representative on the Ramsey/Washington Suburban Cable Commission.

BACKGROUND INFORMATION: This item has been scheduled at the request of Ms. Ginny Holder, Lake Elmo's representative on the Ramsey/Washington Suburban Cable Commission. Ms. Holder will be asking for comments from the City Council relating to preparation for franchise renewal.

STAFF REPORT: This item is scheduled as part of periodic updates to the Mayor and City Council and community on timely and relevant issues of interest or concern. No specific Council action or direction emanating from this Agenda Item or anticipated discussion is requested at this time.

RECOMMENDATION: It is respectfully requested that the City Council receive an update on franchise renewal from Ms. Ginny Holder, the City's Representative on the Ramsey/Washington Suburban Cable Commission.



DATE:

9/06/2011

REGULAR

ITEM#:

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DISCUSSION/ACTION

AGENDA ITEM:

Reconsideration of Modifications to Ordinance Section 97.21 (B)

Regarding "No Wake" Provisions on Area Lakes

SUBMITTED BY:

Council Members Pearson and Park

THROUGH:

Bruce A. Messelt, City Administrator & N

Dave Snyder, City Attorney

Mike Bouthilet, Public Works Director

<u>SUMMARY AND BACKGROUND INFORMATION</u>: City Council reconsideration has been requested for recent modifications to City Ordinance Section 97.21 (B) governing operation of 'motor craft above "no wake" speeds on area lakes. These lakes include Olson-Demontreville, Jan and Elmo.

Summer high water conditions prompted the City Council on July 19th, 2011 to amend City Ordinance Section 97.21 (B) to impose an emergency "slow, no wake" restriction on area lakes when water levels exceed the Ordinary High Water (OHW) level. A copy of the Ordinance and the new provisions – underlined - is attached.

As the State of Minnesota's Department of Natural Resources has jurisdiction and statutory review over such local ordinances (to ensure they are not in conflict with State law), temporary approval of the City's changes as sought and received, through the end of October, 2011 (attached).

Only Lake Olson-Demontreville recorded sustained lake levels in excess of the OHW. As the State of Minnesota was shut down at this time, the OHW level used for Olson-Demontreville was 930 ft – the historic OHW, not the current OHW of 929.3 ft. Moreover, as State approval was not immediately received, advisory restrictions were on place for only three days (July 20th – 22nd, 2011).

Lake Elmo has had "no wake" restrictions in the past during high water periods. However, there is no record of any enforcement actions taken with respect to this provision. Enforcement is undertaken by the Washington County Sheriff's Office on behalf of the City of Lake Elmo.

OTHER CONSIDERATIONS: The Minnesota DNR has not undertaken its review of the City's Ordinance, including previous changes made but apparently not submitted for DNR review. It is anticipated that this effort will be completed sometime this fall.

In addition, the City Council did approve additional Ordinance changes to establish certain deviations from the standard "no wake" provisions, approved by Resolution, for special events and other circumstances. Finally, the City Attorney added language to allow for better enforcement of such provisions.

RECOMMENDATION: It has been requested that the City Council reconsider Ordinance Section 97.21 (B) Regarding "No Wake" Provisions on Area Lakes. The City Attorney can advise the City Council, should the Council wish to take specific action at tonight's meeting. Should formal changes be made to the Ordinance, however, it should be noted that DNR approval will still be required (temporary approval took approximately 1 week for the last revision).

ATTACHMENTS:

- 1. Ordinance Section 97.21 (B) With Line In/Out Markings
- 2. DNR Letter

SUGGESTED ORDER OF BUSINESS:

City Ordinance Regarding No Wake Prior to July 2011 Amendments (Ordinance No. 08-050)

§ 97.21 WATERCRAFT AND WATER SURFACE USE REGULATIONS.

The following regulations shall apply to the use of watercraft on lakes within the city, to the use of a lake within the city, and to the use of ice surfaces on lakes within the city.

- (A) Dumping. No person shall dump or throw garbage, paper, bottles, cans, refuse, or debris into any lake or on the shore of any lake or in any public area around any lake in the city.
- (B) Hours of operation. No person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and noon the following day unless an alternative no-wake time period is established by the City Council as part of a special event.
- (C) Operation regulations. No person shall operate any watercraft in violation of the provisions of this code, or in violation of the provisions of Minnesota Statutes, and/or the regulations of the Department of Natural Resources which statutes and regulations are hereby adopted and incorporated herein. In the event of a conflict between the various city and state regulations, the more restrictive regulation shall apply.
- (D) Buoys. No person shall place a buoy on a lake unless the buoy is specifically authorized by the City Council and the Washington County Sheriff.
- (E) Operation. All motorboats, operating in excess of a slow, no-wake speed shall operate in a counter clockwise direction. Personal watercraft engaging in constant turning activity shall confine that activity to the center of the lake.
- (F) Non-public lake access. No person, except riparian owners, shall launch a watercraft or gain access to or egress from a lake other than at a designated public access point except in the case of any emergency or except with the written permission of the riparian lot owner. A person who has written permission to launch a watercraft from a riparian lot shall park their vehicle(s) and trailer(s) on the lot of the riparian owner. Riparian lot owners who grant permission to use their property as a launch site shall otherwise comply with all of the land use regulations of the city.
- (G) Public launching areas. No person shall launch a watercraft or gain access to or egress from a lake except from a public right-of-way or other public park area in those locations specifically designated and posted for the purpose.
 - (H) Safe operating distance.

- (1) No person shall operate or permit the operation of a motorboat, in excess of slow, no-wake speed, within 100 feet of a shoreline.
- (2) No person shall operate or permit the operation of a motorboat in excess of a slow, no-wake speed when towing a person on water skis or other devices within 100 feet of a shoreline.
- (3) Launching or landing a personal watercraft or towing a person on skis or other devices must be done by using the most direct route to or from open water.
- (I) Non-motorized watercraft. Non-motorized watercraft always have the right-of-way over motorized watercraft.

(1997 Code, § 1380.03)

- (J) Permanent "slow no wake" areas. The channels and narrows between Lake Olson and Lake DeMontreville are hereby designated as permanent "slow no wake" areas and appropriate signs shall be posted.
- (K) Special water ski show permit. A special permit may be issued by the City Administrator or the administrator designee for waiving water ski shows. A permit shall specify the dates and times of use, and the regulation that will apply to the water ski show. Applicant for special permits shall provided evidence of insurance coverage and consent from the Washington County Sheriff's Department. Applicant shall also make arrangements with the Lake Elmo Fire Department to provide an emergency vehicle during the water ski show.

CITY OF LAKE ELMO COUNTY OF WASHINGTON STATE OF MINNESOTA

ORDINANCE NO. 08-050

AN ORDINANCE TO ALLOW THE CITY COUNCIL TO EXTEND THE "NO WAKE" REQUIREMENTS UNDER THE WATER SURFACE USE ORDINANACE

Section 1. The City Council of the City of Lake Elmo hereby ordains that Section 97.21 subdivision (B) is hereby amended to read as follows:

- (B) Hours of operation.
 - (1) <u>Normal Conditions</u> No person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and noon the following day.
 - (2) <u>High Water Conditions No person shall operate any motorboat at a speed other than a slow, no-wake speed when a lake level exceeds the ordinary high water mark.</u>
 - (3) Other Conditions Alternative or modified no-wake time periods may be established by the City Council by Resolution as part of a special event or other condition. No person shall operate any motor boat in a manner which creates a wake when no-wake signs are posted.

Section 2. Adoption Date

This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

This Ordinance No. 08-050 was adopted on this 19th day of July, 2011, by a vote of Ayes and Chays.

Mayor Dean Johnston

ATTEST:

Bruce A. Messelt, City Administrator

This Ordinance No. 50 was published on the 27th day of July, 2011

Minnesota Department of Natural Resources

500 Lafayette Road • St. Paul, MN • 55155-40 4 &



August 1, 2011

Mr. Bruce A. Messelt City Administrator City of Lake Elmo 3800 Laverne Avenue N. Lake Elmo, Minnesota 55042 AUG -5 2017

Mr. Messelt:

Department of Natural Resources (DNR) staff has now completed review of the materials received from your office on July 28th, requesting approval of a temporary amendment, regarding high water levels, to the Lake Eimo water surface use ordinance.

The action by the City Council Ordinance 08-050 on, July 19, 2011 amends Section 5. (B.) (2) of the existing county ordinance regarding "High Water Conditions" This amends the Lake Elmo City Code to allow for imposition of a slow no-wake ordinance when the water levels exceed the Ordinary High Water (OHW) mark on Lakes Elmo, Jane, DeMontreville and Olson.

After review, this action appears to be measured and reasonable, and therefore I am approving the amendment to the Ordinance, specifically 08-050(B) (2), as noted in the previous paragraph. This approval, however, is valid only through October 31, 2011. The City will have the responsibility monitoring lake levels, informing the public of the restrictions and enforcing the ordinance.

The City also needs to work with our boat and water safety coordinator, Kim Eiverum, on review and approval of a permanent ordinance that would comply with the surface use statutes and rules.

Sincerely,

Col Jim Konrad, Director Enforcement Division

Capt. Greg Salo – DNR Region 3 Enf. Manger
 Lt. Jason Peterson – DNR District 14 Enf. Supervisor
 Sgt Jerry Cusick – Washington Co. Sheriff's Office
 WSUM File



HIGHLIGHTS Valley Branch Watershed - Lake Levels, 2011

August 1, 2011

July's precipitation was 10.6 inches, or an astonishing 262% of average. As a result, all lakes were up with Long Lake and Eagle Point up 2.09 and 2.00 feet respectively. Eagle Point is the highest in at least 25 years. I couldn't see the gages on either Sunfish or Downs. Water is entering the upper storage area where I got the first reading since 2007.

On a yearly basis, all lakes are significantly higher. Olson & DeMontreville and Long lakes were up over three feet and Horseshoe was 7.32 feet higher than in August of 2010.

Storage values in the Project 1007 lakes showed a decrease in storage of 858 acre feet since last month and a decrease of 2896 acre feet since August 1, 2010. In fact, this is the 3rd month with negative storage values in the Project 1007 lakes.

	Acres	Overflow Elev.	Level	Acre ft. Storage		Total
Long Lake	90	937.60	940.86	-302.40		
Q+D	220	928.36	929.34	-217.80	-481.80	
Jane	160	922,35	922.11	38.40		-1069.94
						>- 1008.84
Eagle Pt.	130	894.00	896.76	-358.80		
Elmo	274	884.10	884.81	-194.54	-588.14	
Horseshoe	60	875.20	875.78	-34.80	ر	
			Tri	Lower	Total	
			Lakes	Lakes		
	6/1/10		1051	943	1994	
	7/1/10		873	928	1801	,
	8/1/10		886	940	1826	
	9/1/10		913	950	1863	
Storage	10/1/10	=	697	894	1691	
Below	11/1/10		780	923	1703	
Overflow	4/1/11		310	262	572	
	5/1/11		-130	232	102	
	6/1/11		-73	46	-27	•
	7/1/11		-104	-108	-212	
	8/1/11		-482	-588	-1070	

VALLEY BRANCH WATER LEVELS

									4				
DATE	LONG	O-D	JANE	SUNFISH	EAGLE POINT	ELMO	HORSE- SHOE	DOWNS	CLOVER- DALE	Ma. DONALO		IGRAVEL PIT	
2007				<u> </u>		······································				DOMELL	/ TOND	.F11	LOWER
1/1	937.13	927.69	921.31		~000	284.00	074.04	500.40					
2/1	936,79				<893 ~000	884,20		886.13	901.73		888.91	864.70	852.20
3/1	936.77				<893	884.20		886.41	901.34		887.06		
4/1	938.38				<893	884.24	874.19	886,00	901.39		886,59		
					894,73		875.90	869.73	902,49		887.31	885.81	855.08
5/1	938,05				893.92		875.41	889,15	902,31		887.20	864.97	858.30
6/1	937:90				893.63		874.73	88,888	902.11		887.06	864.97	855.02
7/1	937.07			892.91	<893	883,80	873,80	887.94	901.39		888.38	864.72	852.00
8/1	936.27				<893	883.51	873,04	887.10	901.87		885.67	··· -	
9/1	936.91		920.72	892.35	<893	883.64	873.09	886,77	902.31		885.75		
10/1	937.86	926.90	920.92	892.45		883.76	873.19	886,80	902.75		885.92		
10/27	938.60	927:45	921.06	892.60	894.28	\$83.9D	874.06	B86.85	903.29		886.28		
12/1	937.63	927,07	920,86	892,29	893.64	883.60	B73.50	886.73	902.69		885.94		
2008									************		, 000,04		
. 1/1	937.48	927,47	920,97		893.58	883.75	873.74	886.63	902.67				
2/1	937.24	927.30	920.86		<893	883.70	873.54	886.09	302.U				
3/1	936.89		920,87		<893	883,67	873.22	886.35					
4/1	937.35		920,96		893.39	883,92	873.42						
5/1	939.05		921.40	891.84	894.47	884.17		886.41					
6/1	939.09	928.90	921.39	891.74	694.18		875.52	886.84					
7/1	938.07	928.75	921.34	891,6D	894.15	884.20	875.41	886.67					
8/1	937.33	928.31				884.14	875.41	886.43					
9/1	936.77		921.02	891.15	893,20	883.83	874.36	886.24					
		927.87	920.76	890,90	<893	883.71	873,80	885.41					
10/1	936,61	927,58	920.68	890.47		883.56	873.26	885.17					
11/1	936.43	927.32	920.52	689.37		883.54	872,95	884.79					
12/1	936,41	927,08	920.52			883.58	872.78	884,75					
2009													
1/1	936,18	927.23	920.58			883.43	672,65	884,94			r		
2/1	935.92	926.96	920.55			883.44	872.45	884.74					
3/1	935.81	927.02	920.62			883.48	872,43	884.64					
4/1	936.82	927.13	920.73			883.58	872.50	887,91					
5/1	936.60	927.09	920,53			883.49	872.24	887.39					
6/1	936.03	926.58	920.11			882.94	871.61	886.89					
7/1	935,84	926,30	919.91			882,82	871.22	886.69					
8/1	935.48	925,91	919,61			882.58	870.71	886.06					
9/1	936,56	925.97	919.74			882.70	870.66	886,28					
10/1	935.90	925,53	919.36			882,34	870.14						
11/1	937.34	925.89	919.81			882,66		885.74					
12/1	937.12	925.45	919.76				871.53	885.86					
2010	201114	OLU.IU	310.70	*		882.69	871.04	886,04					
1/1	937.08	925,67	919.96			000 70	n=1						
2/1						882.72	871.14	886.14					
3/1	936.67	925:58	919.91		•								
	936.46	925.49	919.86										
4/ 1	937.35	925.50	919.90	000		882.66	871.05	886.85					
5/1	997,31	925.36	919.87	888.86		882.64	868.70	884.82					
6/1	937.49	925.38	919.67	888.75		882.60	868.50	884.60					
7/1	938.46	925.70	920.00	888,75		882.66	868.48	884.50					
8/1	937.62	926.05	919,91	888.54		882,62	868.46	884.37					
9/1	937.35	926,08	919.86	888.49		882.56	868.56	884.59					
10/1	938,52	928.48	920.02	888.74		882.70	868.86	884.57					
11/1	937.76	928.56	919.79	888.54		882.60	868.84	884.37					
12/1	937.74	926.52	919.79										
011													
4/1	939.14	927.79	920.26		894.45	883.68	871.78	886.18					
5/1	940.07	929,14	920.67	889.62	894,58	683,53	872.68	885.42					
6/1	938.99	920,22	920,77	889.78	894.55	883.76							
7/1	938,77	929.30	920.99	890.00			874.78	886,32					
8/1	940.86	929.34	922.11	080,00	894.76	884.04	875.63	885.22					
Or i	840.00	020.04	022.11		896.76	884.81	875.78					86.68	
ionth diff.	2.09	0.04	1.12		2.00	0.77	0.15						
ear Diff.	3,24	3.29	2.20			2.19	7.32		•				
verflow	937.50	926.35	922.35	927.BQ	894.00	884.10	875.20	891.50	908.50	908.50	929.50	865.70	861.00
												555.7 V	-UU-1-UU

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DATE:

9/06/2011

REGULAR

ITEM #:

9

DISCUSSION/ACTION

AGENDA ITEM:

Accept Petition for Lake Rule Change on Lakes Jane, DeMontreville and

Olson

SUBMITTED BY:

Sharon Lumby, City Clerk

THROUGH:

Bruce A. Messelt, City Administrator

<u>SUMMARY AND ACTION REQUESTED</u>: The City Council is respectfully being requested to accept a petition from property owners on Lake Jane and three property owners on Lakes DeMontreville/Olson requesting changes to City Ordinance Section 97.21 (B) governing Hours of Operation.

BACKGROUND INFORMATION & STAFF REPORT: At the August 9th and 23rd Council Meeting, property owners living on Lakes DeMontreville/Olson/Jane requested consideration of the following modification:

(B) Hours of Operation: No person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and noon the following day except Lake Jane/DeMontreville/Oison. On these lakes no person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and 9 a.m. the following day.

RECOMMENDATION: It is recommended the City Council accept the petition for the requested lake rule modification and schedule this item to a future Council workshop or meeting.

"Move to schedule discussion on the petition for changes to City Ordinance Section 97.21 (B) Hours of Operation, as stated, on Lakes Jane/DeMontreville/ Olson to a future Council workshop date"

ATTACHMENTS:

- 1. Petition provided by Justin Bloyer for lake rule change on Lake Jane
- 2. Request from three property owners for lake rule change on Lakes DeMontreville/Olson
- 3. Comments received from property owners.

August 25, 2011

Mr. Mayor and Council Members,

The home owners and tax payers of Lake Jane respectfully request to have city ordinance 97.21 sub section b changed. We request the changed ordinance read: *Hours of operation*. No person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and noon the following day except Lake Jane. On Lake Jane no person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and 9 am the following day.

Respectfully,

Justin W. Bloyer 8881 Jane Rd N

RICHARD & BEV GUSTAFSON 8718 LAKE JANE TRL N ELMO, MN:	THE NAME OF THE PROPERTY OF	April (255)	
JEREMEY DUVAL 8690 LAKE JANE TRL N ELMO, MN RICHARD & BEV GUSTAFSON B718 LAKE JANE TRL N ELMO, MN DARLENE MOGREN B738 LAKE JANE TRL N ELMO, MN JEAN SCHMIDT B766 LAKE JANE TRL N ELMO, MN THOMAS & BONNIE RASMUSSEN B764 LAKE JANE TRL N ELMO, MN ROBERT & KATHLEEN GOULD B802 LAKE JANE TRL N ELMO, MN PAUL & KATHLYN MENCKE B838 LAKE JANE TRL N ELMO, MN BRET J & WENDI J LANNING ROBERT & LONG, MN BRET J & WENDI J LANNING BRET J & DIANNE L MCADAM JAMES RIDENOUR MCGEE 9040 LAKE JANE TRL N ELMO, MN DANIEL & JEAN OLINGER 9057 LAKE JANE TRL N ELMO, MN DANIEL OLINGER 9056 LAKE JANE TRL N ELMO, MN DONAVEN & TRISHA CHASE 9125 LAKE JANE TRL N ELMO, MN DENNIS & SUSAN OELTJEN 9302 LAKE JANE TRL N ELMO, MN BRIAN HARVIEUX 9322 LAKE JANE TRL N ELMO, MN GEOFFREY & STEPHANIE LARAMY 9404 LAKE JANE TRL N ELMO, MN GERALD & LISA HEROFF 9477 JANE RD N ELMO, MN JOHN & LAURIE HAMERLY 9495 JANE RD N ELMO, MN DOUGLAS & JILL FOSTER 9409 JANE RD N ELMO, MN ROBERT & LUCY GOLISH 9389 JANE RD N ELMO, MN ROBERT & LUCY GOLISH 9399 JANE RD N ELMO, MN BRIAN HARVIEUX 9323 JANE RD N ELMO, MN DOUGLAS & JILL FOSTER 9409 JANE RD N ELMO, MN ROBERT & LUCY GOLISH 9309 JANE RD N ELMO, MN ROBERT & LUCY GOLISH 9309 JANE RD N ELMO, MN DONALD & MARY JOHNSON 9267 JANE RD N ELMO, MN ROBERT & LUCY GOLISH 9309 JANE RD N ELMO, MN DONALD & LORD TRAN PASS JANE RD N ELMO, MN ROBERT & LUCY GOLISH PASS JANE RD N ELMO, MN DONALD & MARY JOHNSON PASS JANE RD N ELMO, MN ROBERT & LUCY GOLISH PASS JANE RD N ELMO, MN DONALD & LORD TRAN PASS JANE RD N ELMO, MN ROBERT & LUCY GOLISH PASS JANE RD N ELMO, MN DONALD & MARY JOHNSON PASS JANE RD N ELMO, MN ELMO, MN ROBERT & LUCY GOLISH PASS JANE RD N ELMO, MN ELMO, MN ELMO, MN ELMO, MN ROBERT & LUCY GOLISH PASS JANE RD N ELMO, MN ELMO, MN ELMO, MN ELMO, MN ELMO, MN ELMO, MN ROBERT & LUCY GOLISH PASS JANE RD N ELMO, MN ELMO, MN ELMO, MN ELMO, MN ELMO, MN ELMO, MN ROBERT & LUCY GOLISH ROBERT & LUCY GOLISH PASS JANE RD N	KELLY & SUSAN SCHMIDT	8644 LAKE JANE TRL N	ELMO, MN
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Aaron Runk GERALD & LISA HEROFF GARY & REBECCA KIMLINGER JOHN & LAURIE HAMERLY DOUGLAS & JILL FOSTER MARK & SHARON VANDEMMELTRAADT NANG TRI & THU HUONG TRAN ROBERT & LUCY GOLISH DOVID & MARY JOHNSON DOVID & MARY JOHNSON DOROTHY MARTIN MART NANG TRI & THU HUONG TRAN DOROTHY MARTIN DOROTHY MARTIN DONALD & LORETTA SINGER P497 JANE RD N ELMO, MN	AKIRA & NAOKO FUJIOKA	9366 LAKE JANE TRL N	ELMO, MN :
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ROBERT & LUCY GOLISH 9369 JANE RD N ELMO, MN SCOTT DROMMERHAUSEN 9359 JANE RD N ELMO, MN DAVID & MARY JOHNSON 9287 JANE RD N ELMO, MN DOROTHY MARTIN 9233 JANE RD N ELMO, MN KATHRYN ANN KLECKER 9199 JANE RD N ELMO, MN DONALD & LORETTA SINGER 9161 JANE RD N ELMO, MN	MARK & SHARON VANDEMMELTRAADT	9399 JANE RD N	ELMO, MN
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	DONALD & LORETTA SINGER	9161 JANE RD N	
	BASIL O'SULLIVAN	9133 JANE RD N	ELMO, MN

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DEXTER & TONI ZITON	9109 JANE RD N	ELMO, MN
WARREN JR & BARBARA BAUERFELD	9112 JANE RD N	ELMO, MN :
FREDERICK KING	9077 JANE RD N	ELMO, MN
MARILYN KENNEDY	9051 JANE RD N	ELMO, MN
JEFFERY & LEEANN LEITCH	9025 JANE RD N	ELMO, MN
SUZANNE & ROBERT HORNING	8991 JANE RD N	ELMO, MN
JEFF & JOAN WIEDEN	8955 JANE RD N	ELMO, MN
JOHN & VIRGINIA SCHNEIDER	919 JANE RD N	ELMO, MN
MARK & SHANNON Hels	8903 JANE RD N	ELMO, MN
WILLIAM STEVENSON	8895 JANE RD N	ELMO, MN
PATRICK & DERVAL MCALLISTER	8883 JANE RD N	ELMO, MN
JUSTIN & DANA BLOYER	8881 JANE RD N	ELMO, MN :
THOMAS SKALBECK	8879 JANE RD N	ELMO, MN
JOHN & DIANA MEIER	4731 BIRCH BARK TRL N	ELMO, MN
TIMOTHY MCDONOUGH	4711 BIRCH BARK TRL N	ELMO, MN :
WILFRED & MYRA HIRSCH	4689 BIRCH BARK TRL N	ELMO, MN :
CHARLES & JOAN TAYLOR	4677 BIRCH BARK TRL N	ELMO, MN
RONALD & MARY ANN WARNER	4633 BIRCH BARK TRL N	ELMO, MN :
JOHN MARCELLUS	4611 BIRCH BARK TRL N	ELMO, MN
WILLIAM & GLORIA PARK	4589 BIRCH BARK TRL N	ELMO, MN
MARK FRITSCH	4563 BIRCH BARK TRL N	ELMO, MN
SUZANNE CALLAS	4539 BIRCH BARK TRL N	ELMO, MN:
NORMAN & EVELYN LYALL	4515 BIRCH BARK TRL N	ELMO, MN
Lori Swanon	8374 Windbreak TRL	ELMO, MN :
PHILIP & NANCY TSCHUMPERLIN	9149 LAKE JANE TRL N	ELMO, MN :
JEFFREY M YLINEN	9401 LAKE JANE TRL N	ELMO, MN
 Paul Huot	4955 Jamaca	ELMO, MN
Corporation 14	8374 Windbreak TRL	55042
John Blake	1201 Frost Ave Stp	55109
Conrad Adams	1530 English #2 Stp	55106
Stacy Fernandez	5090 Marquess Trail Ct N	55042
Derek LaBere	9406 Jane Rd N	

Mr. Mayor and Council Members,

The home owners and tax payers of the City of Lake Elmo respectfully request to have city ordinance 97.21 sub section b changed. We request the changed ordinance read: Hours of operation. No person shall operate any motorboat at a speed other than a slow, no-wake speed between sunset and 9am the following day.

Respectfully,

Brende Jo Carlson Cenie Le Cens Las Land

August 31, 2011

Mr. Mayor and Council Members,

The home owners and tax payers of the City of Lake Elmo respectfully request to have city ordinance 97.21 sub section B changed. We request the changed ordinance read:

Hours of operation,

(2) High Water Conditions - No person shall operate any motorboat at a speed other than a slow, no-wake speed when the lake level exceeds the following levels: 930.0' on Olson Lake-Lake DeMontreville, 924.0' on Lake Jane, or 886.0' on Lake Elmo.

(3) delete this section.

Respectfully,

Comi L Ben Brunda J (arlow)

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Lake	/_	Past OHW	Current OHW	JUL 1/JUL 25 Water Level
Olson-DelMontrey	/ille	930.0 (up until 12/2007) /	929.3	929.3/929.6 (+/- 0.1)
Jane		924.0	924.0	920.99/922.1 (+/-0.1)
Elmo		886.0 (based on a DNR bench mark)	885.6 (corrected to 1929 datum around 2005)	884.04/UNKN

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Sharon Lumby

From: Sent: Richard Engdahl [rle2491@msn.com] Thursday, September 01, 2011 8:36 PM

To:

deanjohnston@comcast.net; mikepearson1965@yahoo.com; jiemmons@comcast.net;

annejsmith@msn.com; nikkipark@comcast.net; Sharon Lumby

Subject:

Requesting no wake on Lake Elmo

Our lake front has been very negatively impacted by the wake from the larger, more powerful boats on the lake; erosion is considerable. The advent in the past two-three years of the large "wake boats" is the primary source of concern. Please consider enforcing a no wake policy when the lake is high.

In fact, we would be interested in limiting the motor size on this lake due to its small size. Wild life, shore quality, noise pollution, and all around enjoyment by the public would benefit greatly — not only for those land owners along the east and south side but also for the growing numbers benefiting from the County Park Reserve. We have a pontoon and have at times stopped fishing and cruising the lake due to being bounced around by the huge wakes. For those with larger boats the St.Croix River is close and can more easily accommodate the larger boats and motors.

At the very least, please pass an ordinace to protect the lake shore when the water is high.

Thank you,

Richard and Sharon Engdahl 2491 Lake Elmo Ave N Lake Elmo, Mn 55042

Richard L. Engdahl, CFRE 651/779-6793 cell: 651/260-0879 rle2491@msn.com



DATE:

9/6/11

REGULAR

ITEM #:

10

MOTION

AGENDA ITEM:

Consideration of an Off-Sale Intoxicating Liquor License for a new liquor

store located at 11227 Stillwater Blvd.

SUBMITTED BY:

Kelli Matzek, City Planner

REVIEWED BY:

Sharon Lumby, City Clerk

<u>SUMMARY AND ACTION REQUESTED</u>: The City Council is respectfully requested to consider an application for an Off-Sale Intoxicating Liquor License for a new liquor store request for Village Wine and Spirits, located at 11227 Stillwater Blvd. N by applicant Richard Kosman, LFD, Inc. This item was in front of the City Council at the August 23rd meeting, at which time the item was tabled. The City Council directed City Staff to review the parking and spacing on the site and to notify residents within a four block radius of the property.

The recommended motion to act on this is as follows:

"Move to approve a new Off-Sale Intoxicating liquor license for the Village Wine and Spirits, located at 11227 Stillwater Blvd N., to Richard Kosman, LFD, Inc., and submit application for approval by the Minnesota Public Safety Inspector."

BACKGROUND INFORMATION: City Staff has sent out mailed notification to nearby property owners in conformance with the request by the City Council.

Parking Requirements

A non-specified commercial use in the General Business Zoning District has a parking requirement of one parking space for each 200 square feet of gross floor area. The building is approximately 3,700 square feet which would therefore result in 19 required parking stalls. The applicant has five stalls striped in the front of his property. Given the eastern property line location, angle of the building and septic system location, there is likely room for additional parking spaces in the rear, though maybe only a few.

In October of 2010, the City Council approved an amendment to allow a waiver for businesses located in the Village Area south of Highway 5, of which this property is included. The language approved states:

Liquor License; 11227 Stillwater Blvd N Regular Agenda Item #

"The Off-Street Parking requirements for properties located in the Old Village District and south of Minnesota State Highway 5 may be waived by the Zoning Administrator upon demonstration that there are no suitable locations to provide off-street parking in a manner that complies with requirements found below and in 154.095 and 154.096."

The entrance to the property is approximately 30 feet off of State Highway 5.

The Engineers reviewed the existing information on traffic counts for Highway 5 near this intersection and may have additional information.

RECOMMENDED MOTION:

"Move to approve a new Off-Sale Intoxicating liquor license for the Village Wine and Spirits, located at 11227 Stillwater Blvd N., to Richard Kosman, LFD, Inc., and submit application for approval by the Minnesota Public Safety Inspector."

Alternatively, the City Council may table taking action on the application and direct either staff or the applicant to provide additional information concerning the request.

The Council may also consider denying the Liquor License.

ATTACHMENTS:

1. Ordinance 08-030

SUGGESTED ORDER OF BUSINESS:

-	Introduction of Item	City Administrator
-	Report/Presentation	Planning Department
-	Questions from Council to Staff	Mayor Facilitates
-	Public Input, if Appropriate	Mayor Facilitates
n=	Call for Motion	Mayor & City Council
-	Discussion	Mayor & City Council
_	Action on Motion	Mayor Facilitates

CITY OF LAKE ELMO COUNTY OF WASHINGTON STATE OF MINNESOTA

ORDINANCE NO. 08-030

AN ORDINANCE TO AMEND THE GENERAL BUSINESS DISTRICT REGULATIONS FOR SETBACKS AND PARKING IN THE OLD VILLAGE DISTRICT

Section 1. The City Council of the City of Lake Elmo hereby ordains that Section 154.051 (General Business Regulations) subsection (C) and is hereby amended as follows:

(C) Minimum district requirements.

(1) The Old Village District shall be defined as the Old Village Sign District described in § 151.117 (S. 1. a).

General Business		
Lot Size	1-1/2 acres (except as required by Interstate Corridor Overlay District, §§ 150.230 - 150.238)	
Lot Width	150 Feet Minimum	
Building Setback from property lines: (A	Also see § <u>154.082</u>)	
Front:	10 Feet Minimum	No setback required for properties located in the Old Village District and south of Minnesota State Highway 5
Side (Interior):	20 Feet Minimum	No setback required for properties located in the Old Village District and south of Minnesota State Highway 5
Side (Corner):	50 Feet Minimum	
Rear:	50 Feet Minimum	
Building Height (Also see § 154,083)	35 Feet Maximum	
Maximum area to be covered by buildin	gs, parking lots, drive	ways and other hard surfaces:
Lot Size	Covered Area	
Up to 4 acres	45% of lot size	

35% of lot size				
25% of lot size				
Maximum lot depth to width dimension ratio shall be no more than 3:1				
Off-Street Parking: (Also See §§ 154.095 and 154.096) The Off-Street Parking requirements for properties located in the Old Village District and south of Minnesota State Highway 5 may be waived by the Zoning Administrator upon demonstration that there are no suitable locations to provide off-street parking in a manner that complies with requirements found below and in §§ 154.095 and 154.096.				
One space for every 2 seats and 1 space for every 2 employees on the average maximum shift				
Three spaces for each enclosed bay plus 1 space for each day shift employee plus a minimum of 2 spaces for service vehicles and 1 additional space for each service vehicle over 2 in number				
Eleven spaces for the first 1,000 square feet of gross floor area or fraction of floor area: 8 spaces for each 1,000 square feet of gross floor area in excess of 1,000 square feet, but not exceeding 15,000 square feet; 6 spaces for each 1,000 square feet of gross floor area in excess of 15,000 square feet of gross floor area exceeding 30,000 square feet.				
One space for each unit plus 1 space for each employee on any 1 shift.				
Four spaces for each doctor or dentist, plus 1 space for every employee or 1 for each 150 square feet of gross floor area, whichever requirement is greater.				
One space for each 200 square feet of gross floor area.				
See § 93,26				
See §§ 151.115 through 151.124				
All newly subdivided lots shall have a minimum of 20,000 square feet of land dedicated for septic system use and suitable for that use. This land may comprise up to 2 separate areas, each of which is contiguous to the 1.25-acre building site or contained within it, and each of which contains at least 10,000 contiguous square feet. Placement of the second required drainfield between the				

	trenches of the first drainfield is prohibited.
Section 2. Adoption Date	· · · · · · · · · · · · · · · · · · ·
This ordinance shall become effective imposficial newspaper of the City of Lake Eli	mediately upon adoption and publication in the
This Ordinance No. 08-030 was adopted of Ayes and Nays.	on this 5th day of October 2010, by a vote of
ATTEST: Bruce Messelt City Administrator	
This Ordinance No. 08-030 was published	on the day of, 2010.

MEMORANDUM

FOCUS ENGINEERING, Inc.

September 2, 2011

Cara Geheren, P.E.

651.300.4261

Jack Griffin, P.E. Ryan Stempski, P.E. 651.300.4264 651.300.4267

To:

Kelli Matzek, Planner

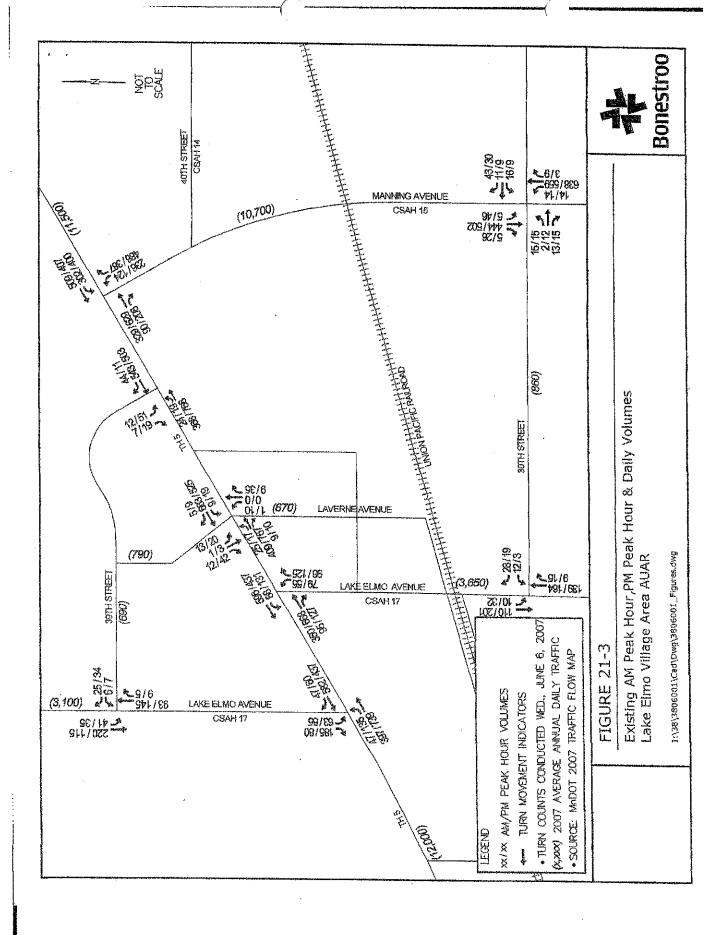
RE: Village Wine and Spirits

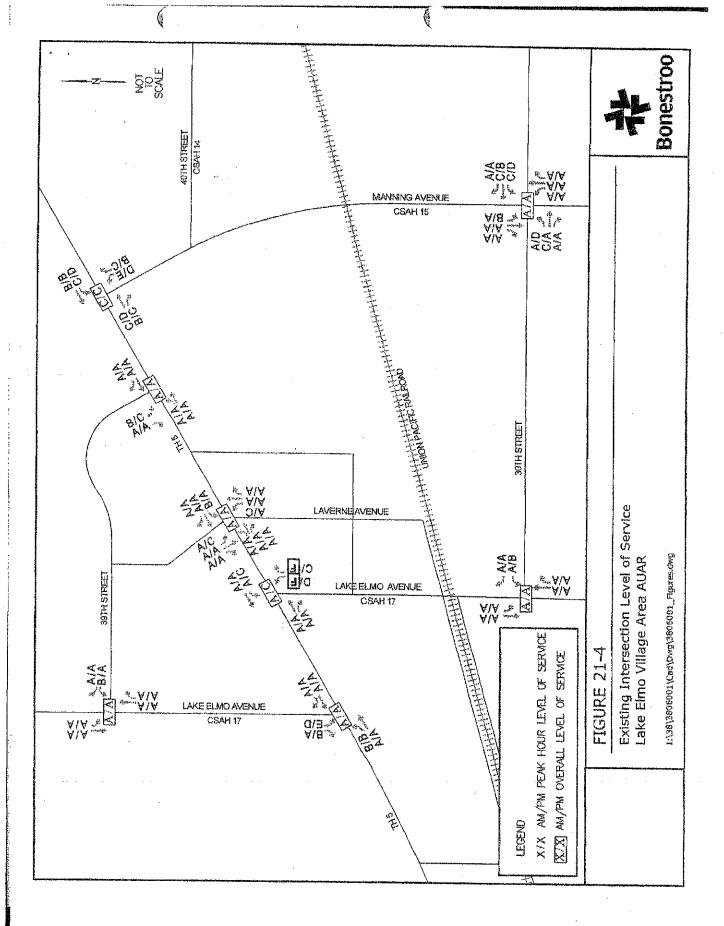
11227 Stillwater Blvd. N

Existing Traffic

CC: From: Jack Griffin, P.E. City Engineer

The AUAR completed for the Village Area conducted a Traffic Analysis for the intersection of Trunk Highway 5 and Laverne Avenue North in 2007. This analysis shows very low traffic counts for the Peak AM and Peak PM hours. The intersection received a Grade A Level of Service for intersection performance, indicating lower traffic volumes, little to no delay, and unimpeded movements. The existing Traffic Volumes and Intersection Level of Service Grades are attached to provide further detail regarding the existing traffic situation.







DATE:

9/6/11

REGULAR

ITEM #:

11

MOTION

AGENDA ITEM:

Conditional Use Permit Amendment: Rockpoint Church-Overflow

Parking Lot Expansion Update

SUBMITTED BY:

Kelli Matzek, City Planner

THROUGH:

Bruce Messelt, City Administrator

SUMMARY AND ACTION REQUESTED: The City Council is being asked to table this item to the September 20th City Council meeting. The City Council reviewed the request from Rockpoint Church for a Conditional Use Permit Amendment to allow an expansion of an overflow parking lot during the August 23rd meeting. At that time, the City Council expressed concern regarding potential impacts from vehicular traffic visiting the site. The Council then tabled the item and directed City Staff to meet with the City Engineer and MnDOT to discuss options for improving traffic. Staff is in the process of setting a date for that meeting, but it will not take place in advance of the September 6th meeting, which is why Staff is requesting the item be tabled.

The recommended motion to act on this is as follows:

"Move to table the Conditional Use Permit Amendment for Rockpoint Church to the September 20th meeting."

BACKGROUND INFORMATION: None.

ATTACHMENTS (None):

SUGGESTED ORDER OF BUSINESS:

-	Introduction of Item	City Administrator
-	Report/Presentation	Planning Department
-	Questions from Council to Staff	
-	Public Input, if Appropriate	
-	Call for Motion	Mayor & City Council
-	Discussion	Mayor & City Council
-	Action on Motion	Mayor Facilitates



DATE:

9/6/11

REGULAR

ITEM #:

#: 12 MOTION

AGENDA ITEM:

Special Event Permit Ordinance - Revised Ordinance Limiting Scope to

Larger Events Only

SUBMITTED BY:

Kyle Klatt, Planning Director

THROUGH:

Bruce Messelt, City Administrator

REVIEWED BY:

David Synder, City Attorney

Kelli Matzek, City Planner

<u>SUMMARY AND ACTION REQUESTED</u>: The City Council is being asked to consider and adopt a new ordinance to regulate special events within the City of Lake Elmo. A draft ordinance concerning special events, as recommended by the Planning Commission, was presented to the City Council on December 7, 2010 but was not acted upon by the Council at this time. After subsequent discussion by the Council, it was decided to revisit this ordinance with the direction that the regulations should only apply to larger events.

Based on the work that was done with the Planning Commission late last year, Staff is recommending that that the City Council reconsider the ordinance as originally drafted by the Planning Commission, but with a specific notation that a special event would only include those events at which more than 100 people in a given day would be present. Should the Council decide that a "larger event" comprises more people than this (or if the Council would like to consider an alternate definition for a larger event), the proposed ordinance could be revised accordingly.

The recommended motions to act on this are as follows:

"Move to adopt Ordinance No. 08-053 adding provisions to the Lake Elmo City Code to regulate special events within the City of Lake Elmo"

"Move to adopt Resolution No. 2011-36 authorizing summary publication of Ordinance 08-053"

BACKGROUND INFORMATION: A Special Event Permit is intended to provide some regulation of temporary events on a case-by-case basis and is intended to promote the orderly, compatible, and safe use of property for temporary special events and to assure adequate

City Council	Meeting
9/6/11	

Special Event Ordinance
Regular Agenda Item #

provision of parking, traffic, sanitary facilities, utilities, public safety services, and peace and tranquility of residential neighborhoods.

Based on the direction from the Council as noted above, Staff has attached the proposed draft ordinance in addition to the Staff report presented to the Council back in December of 2011. This report contains a summary of the Ordinance, some of the background concerning its preparation, and the Planning Commission's recommendation to approve the Ordinance.

RECOMMENDATION: Based upon the above background information and Staff report, the Planning Commission and Staff recommend that the City Council adopt the proposed Special Event Permit Ordinance, which has been drafted to promote the orderly, compatible, and safe use of property for temporary special events and to assure adequate provision of parking, traffic, sanitary facilities, utilities, public safety services, and peace and tranquility of residential neighborhoods, by undertaking the following action:

"Move to adopt Ordinance No. 08-053 adding provisions to the Lake Elmo City Code to regulate special events within the City of Lake Elmo"

"Move to adopt Resolution No. 2011-36 authorizing summary publication of Ordinance 08-053"

Alternatively, as this is a City-initiated action, the City Council may make changes to the document as drafted by the Planning Commission or may table taking action of the request to solicit additional feedback from Staff. The Council may also choose to not adopt the proposed ordinance if it finds that Special Events should not be regulated within the City of Lake Elmo.

ATTACHMENTS

- 1. Ordinance 2011-053- Special Event Permits
- 2. Resolution 2011-36 (Authorizing summary publication)
- 3. City Council Report Dated 12/7/10

SUGGESTED ORDER OF BUSINESS:

••	Introduction of Item	City Administrator
-	Report/Presentation	Planning Director
-	Questions from Council to Staff	Mayor Facilitates
-	Public Input, if Appropriate	Mayor Facilitates
	Call for Motion	Mayor & City Council
~	Discussion	Mayor & City Council
_	Action on Motion	

CITY OF LAKE ELMO COUNTY OF WASHINGTON STATE OF MINNESOTA

ORDINANCE NO. 08-053

AN ORDINANCE ADDING TO THE LAKE ELMO CITY CODE OF ORDINANCES BY ADDING TO CHAPTER 110 OF THE BUSINESS REGULATIONS: BUSINESS REGULATIONS TO PROMOTE THE ORDERLY, COMPATIBLE AND SAFE USE OF PROPERTY FOR TEMPORARY SPECIAL EVENTS AND TO ASSURE ADEQUATE PROVISION OF PARKING, TRAFFIC, SANITARY FACILITIES, UTILITIES, PEACE AND TRANQUILITY OF RESIDENTIAL NEIGHBORHOODS AND SAFETY SERVICES

<u>SECTION 1</u>. The City Council of the City of Lake Elmo hereby amends Title XI: Business Regulations; Chapter 110 – General Licensing Provisions, by adding the following language:

§ 110.070 SPECIAL EVENT PERMITS.

- (A) Purpose and intent. The purpose of this Chapter is to promote the orderly, compatible and safe use of property for temporary special events and to assure adequate provision of parking, traffic, sanitary facilities, utilities, peace and tranquility of residential neighborhoods and safety services.
 - (B) A Special Event shall include the following:
- (1) Any temporary, privately-sponsored event, typically conducted outdoors, open to the general public, held on public or privately owned property that will be attended by over 100 people within a 24-than period where such event would not otherwise be permitted under the City's zoning regulations.
- (2) An Agricultural Sales Business as defined in Section 11.01 that is conducted for less than three (3) months in any calendar year. A Special Event Permit for an Agricultural Sales Business may be issued once per year and for no more than two consecutive years.
 - (C) Exceptions: "Special Event" shall not apply to the following:
- (1) Any permanent place of worship, stadium, athletic field, arena, theatre, auditorium, or fairs conducted pursuant to Minn. Stats. Chapter 38.
- (2) Special events or activities permitted or permitted by other State laws or regulations of the City of Lake Elmo, including publicly-sponsored activities in the local park system and any other lawfully established event for which the City Council has expressly

granted approval prior to adoption of this ordinance, unless said event is expanded or enlarged, in which case a Special Event Permit will be required.

- (3) Family gatherings, including family reunions, graduation parties, baptisms, confirmations, weddings, etc.
 - (4) Garage sales
 - (5) National Night-Out or Night-to-Unite established through the City of Lake Elmo.

(D) Permit Required

(1) No person on or after the effective date of this Chapter shall conduct or allow to be conducted any special event as defined in this ordinance without first obtaining a Special Event Permit.

(E) Requirements for Issuance of a Permit

- (1) The following standards shall apply to all special events:
- (a) Maximum Number of People. The permitee shall not sell tickets to nor permit attendance at the permit location of more than the maximum number of people stated in the special event permit.
- (b) Sound Equipment. Sound producing equipment, including but not limited to public address systems, radios, amplifiers, musical instruments and other recording and playback devices, shall not be operated on the premises of the special event so as to be unreasonably loud or be a nuisance or disturbance to the peace and tranquility of the citizens of Lake Elmo.
- (c) Sanitary Facilities. In accordance with Minnesota State Board of Health regulations and standards and local specifications, adequate sanitary facilities must be provided which are sufficient to accommodate the projected number of persons expected to attend the event.
- (d) Security. The permitee shall employ at his/her own expense such security personnel as are necessary and sufficient to provide for the adequate security and protection of the maximum number of persons in attendance at the special event and for the preservation of order and protection of property in and around the event site. No permit shall be issued unless Washington County Sheriff's Department is satisfied that such necessary and sufficient security personnel will be provided by the permitee for the duration of the event.
- (e) Food Service. The operator of the special event shall be responsible for securing any permits, if necessary, from the Washington County Health Department for any food services that are made available on the premises.

- (f) Fire Protection. The permitee shall, at his/her own expense, take adequate steps to insure fire protection as determined by the City of Lake Elmo Fire Chief.
- (g) Duration of Special Event. The permitee shall operate the special event only on those days and during the hours specified on the permit.
- (h) Cleanup Plan. The special event applicant is responsible for clean up of the site upon completion of the special event, and shall specify the amount of time anticipated to restore the site to its pre-event condition as part of an application. Any clean up or restoration work required by the City may be charged to the applicant. Any City service that requires overtime will be at the expense of the applicant.
- (i) Waiver. The City Council, or City Administrator for those permits that are subject to an administrative review and approval process, may grant a waiver from the requirements of this Chapter in any particular case where the applicant can show that strict compliance with this Chapter would cause exceptional and undue hardship by reason of the nature of the special event or by reason of the fact that the circumstances make the requirement of this Chapter unnecessary. Such waiver must be granted without detriment to the public health, safety or welfare and without impairing the intent and purpose of these regulations.
- (j) Insurance. Before the issuance of a permit, the permitee shall obtain public liability insurance and property damage insurance with limits determined by the City Administrator if reasonably determined necessary. Such insurance shall remain in full force and effect in the specified amounts for the duration of the permit. Evidence of insurance shall include an endorsement to the effect that the insurance company will notify the City Clerk in writing at least ten (10) days before the expiration or cancellation of said insurance.
- (k) Miscellaneous. Prior to the issuance of a permit, the City Council, or City Administrator for those permits that are subject to an administrative review and approval process, may impose any other conditions reasonably calculated to protect the health, safety and welfare of persons, attendant or of the citizens of the City of Lake Elmo including, but not limited to, restrictions on parking and vehicle access, lighting, litter and noise.
- (2) In addition to the requirements listed above, the following shall also apply to a Special Event Permit for an Agricultural Sales Business:
- (a) All performance standards as specified in Section 154.110 for Agricultural Sales Businesses. The City Council, or City Administrator for those permits that are subject to an administrative review and approval process, may exempt the applicant from any of these standards that are deemed unnecessary given the nature or duration of the event.

(F) Application Procedures.

(1) A written application for a Special Event Permit shall be filed on forms provided by the City with the City Administrator not less than thirty (30) days before the date proposed for holding the special event. The written application shall be signed by the person, persons, or

parties conducting the event and the property owner, if different, and shall be accompanied by the fee payable hereunder. Upon submission of an application for a Special Event Permit, City staff will review the request and advise the applicant of the need for additional information, if any.

(G) Fees

(1) The fee for a Special Event Permit shall be as established by the City Council.

(H) Granting a Permit

- (1) Administrative Review and Approval. The City Administrator, or his/her designee, shall review and determine whether or not a request for a special event and/or street closing is acceptable. The City Administrator shall have the authority to issue Special Event Permits for those events that meet the criteria of this Ordinance. In the event the City Administrator determines the activity does not meet these criteria, such applications shall be referred to the City Council for consideration.
- (2) City Council Review and Approval. The City Administrator shall refer any application for a Special Event Permit that may adversely affect the safety, health and welfare of the citizens of Lake Elmo due to the size, location, or potential impacts of the event to the City Council for final action.

(J) Denial of Permit

(1) The City Council shall have the right to deny the permit if, in the judgment of the City Council, the granting of a permit would adversely affect the safety, health and welfare of the citizens of Lake Elmo or if other criteria herein are not met. The applicant shall be notified of such denial and may appear before the City Council to appeal such denial.

(K) Transferability

(1) No permit granted under this Chapter shall be transferred to any other person or place without consent of the City Council, upon written application made therefore.

(L) Enforcement and Penalties

- (1) The City Administrator and other such officers, employees, or agents as the City Council or City Administrator may designate, shall enforce the provisions of this Chapter in accordance with Section 10.99 of the City Code.
- (2) The holding of a special event in violation of any provision of this Chapter shall be deemed a public nuisance and may be abated as such.
- (3) Any person violating any provision of this Chapter is guilty of a misdemeanor and upon conviction shall be subject to the penalties set forth in Minnesota Statutes.

(M) Revocation of Permit

(1) The permit for a special event may be revoked by the City Council at any time if any of the conditions necessary for the issuing of or contained in the permit are not complied with or if any of the provisions of this Chapter are violated.

SECTION 2. Effective Date

This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

Mayor Dean A. Johnston	
	
	Mayor Dean A. Johnston

CITY OF LAKE ELMO

RESOLUTION NO. 2010-036

RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE NO. 08-053 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 08-053, an ordinance to regulate Special Events within the City of Lake Elmo to promote the orderly, compatible, and safe use of property for temporary special events and to assure adequate provision of parking, traffic, sanitary facilities, utilities, public safety services, and peace and tranquility of residential neighborhoods; and

WHEREAS, the ordinance is lengthy; and

WHEREAS, Minnesota Statutes, section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lake Elmo, that the City Administrator shall cause the following summary of Ordinance No. 08-053 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 08-053. The ordinance amends Title XI of the City Code, Business Regulations, and adds a new section concerning Special Events to Chapter 110 – General Licensing Provisions. Any activity defined as a Special Event will need to secure a Special Event Permit from the City in accordance with the ordinance. The Ordinance defines a Special Event as either: 1) any temporary, privately-sponsored event, typically conducted outdoors, open to the general public and held on public or privately owned property, where such event would not otherwise be permitted under the City's zoning regulations, or 2) an Agricultural Sales Business as defined in Section 11.01 that is conducted for less than three months in any calendar year.

Other provisions in the Ordinance include a list of exceptions, permit requirements, application procedures, process for granting a permit, and enforcement and penalties.

The full text of Ordinance No.08-053 is available for inspection at Lake Elmo city hall during regular business hours.
Mayor Dean A. Johnston
BE IT FURTHER RESOLVED by the City Council of the City of Lake Elmo that the
City Administrator keep a copy of the ordinance in his office at city hall for public inspection and
that he post a full copy of the ordinance in a public place within the city.
Dated:, 2011.
Mayor Dean Johnston
ATTEST:
·
Bruce Messelt City Administrator
(SEAL)
(BEAL)
The motion for the adoption of the foregoing resolution was duly seconded by member
and upon vote being taken thereon, the following voted in favor thereof:
and the following voted against same:
WIN MIN TONO HIME TOWN REGIME SHIPE.
Whereupon said resolution was declared duly passed and adopted.



MAYOR & COUNCIL COMMUNICATION

DATE:

12/07/2010

REGULAR

ITEM #:

14

MOTION

Resolution No. 2010-073

Ordinance No. 08-034

AGENDA ITEM:

Consider Adoption of Special Event Permit Ordinance

SUBMITTED BY:

Kyle Klatt, Planning Director

THROUGH:

Bruce Messelt, City Administrator

REVIEWED BY:

David Synder, City Attorney

Kelli Matzek, City Planner

<u>SUMMARY AND ACTION REQUESTED</u>: The City Council is respectfully requested to review and, if appropriate, affirmatively consider a new ordinance to regulate special events within the City of Lake Elmo. A Special Event Permit is intended to provide some regulation of temporary events on a case-by-case basis, is intended to promote the orderly, compatible, and safe use of property for temporary special events, and is designed to assure adequate provision of parking, traffic, sanitary facilities, utilities, public safety services, and peace and tranquility of residential neighborhoods.

Should the City Council wish to go further than a review at tonight's meeting, the recommended motions to act approve the proposed Ordinance are as follows:

SUGGESTED MOTIONS: "Move to adopt Ordinance No. 08-034 adding provisions to the Lake Elmo City Code to regulate special events within the City of Lake Elmo"

"Move to adopt Resolution No. 2010-073 authorizing summary publication of Ordinance 08-034"

BACKGROUND INFORMATION: This ordinance was first brought forward as a follow-up to several requests for events within the City of Lake Elmo that would normally not be allowed under the City's zoning regulations. The most significant of these events was a Rowing Regatta on Lake Elmo that was ultimately permitted in the absence of any formal regulations concerning such events (and also due to the fact that the event took place on a public water body and within the regional park preserve).

City Council Meeting December 7th, 2010

Consider Adoption of Special Event Permit Ordinance Regular Agenda Item #14

Staff has over the past several years also received requests for a "pet carnival" and other such events, as well as promotions by local businesses. This ordinance is very similar to a document that was reviewed by the Planning Commission more than a year ago, but never further refined or adopted by the City.

One of the more significant changes to the proposed ordinance since the version previously reviewed by Planning Commission has been the addition of a new category of special events for Agricultural Sales Businesses. Specifically, the Ordinance now includes a provision that would allow an Agricultural Sales Business that is conducted for a period of three months or less to be permitted by a Special Event Permit. The ordinance would allow such a permit to be issued for two consecutive years; otherwise, any agricultural sales businesses operating for a longer term would need to obtain an Interim Use Permit in accordance with recent amendments to the City Code.

The Agricultural Sales provision is a direct result of recent discussions and action by the Planning Commission and City Council regarding agricultural businesses. The proposed ordinance would provide an alternate to a full interim use permit in cases where a grower or importer would like to sell agricultural products for a limited time. As an example of how this permit would be applied is a situation in which a grower needs to supplement the sales of their produce grown on-site, due to the loss of a crop due to bad weather or other unforeseen circumstances.

The proposed ordinance does include several exemptions for events sponsored by a public entity, events that take place in an athletic field, family gatherings, and other such activities.

ADDITIONAL INFORMATION: The model used for the draft ordinance was taken from the City of North St. Paul. This ordinance was chosen as it was fairly broad in terms of its coverage, while some other examples staff researched were very specific to certain types of events. This broad and simple ordinance will be easier to administer, as Lake Elmo currently has just a few events to which the permit may pertain.

City History - In 2006 the Council approved an ordinance allowing Commercial Social Outdoor Events as a conditional use in the agricultural zoning district, which it then repealed in April of 2007. A Special Event Permit is different than the Commercial Social Outdoor Events in the following ways:

- 1) A Special Event Permit would be required and reviewed for each event and would not guarantee a future permit would be received by the applicant or property owner. A Commercial Social Outdoor event was established as a Conditional Use Permit (CUP) and would have run with the property in perpetuity.
- 2) The City Council would have the discretion to deny a Special Event Permit. If a CUP was received and the conditions of a Commercial Social Outdoor Event were being met, the City would have a difficult time revoking the permit.

- A Special Event Permit would not necessarily be based on a zoning district. A CUP for a Commercial Social Outdoor Event was allowed only in the Agricultural zoning district.
- 4) Special Event Permit could be intended to regulate temporary, outdoor privately-sponsored events open to the general public, held on public or privately-owned property, and impacting city facilities or services. The draft ordinance provided identifies specific gathering types that would not require a permit, such as a wedding. The only application received by the City to implement the Commercial Social Outdoor Event ordinance was to hold weddings on a property in the city.

Should the City Council adopt the propose ordinance as prepared by the Planning Commission, the Council will need to determine the fees for this type of permit. Because the 2011 Fee Schedule will be considered by the Council at its next meeting, Staff is recommending that the fees for Special Events be addressed with other fees at the Council's subsequent meeting.

Part of the justification for requiring a Special Event Permit for certain events is to help ensure that any potential public costs associated with the event are properly addressed. As noted in the attached ordinance, the City may charge for any required clean-up from the event, and provisions are included that require the applicant to provide adequate police, fire, and sanitary services during the duration of the event.

PLANNING COMMISSION REPORT: The Planning Commission conducted a public hearing regarding the proposed Special Event Permit Ordinance at its November 8, 2010 meeting. No public comments were received at the meeting; however, the Commission tabled taking action on the Ordinance and requested that Staff review the Ordinance with the City Attorney before making its recommendation to the City Council. Staff reviewed the proposed ordinance with the City Attorney and City Administrator in order to provide some clarity concerning the intent of the ordinance, and based on these discussions, suggested that the following modifications be made to the ordinance:

- That special events that last less than three consecutive days be permitted through an administrative review process rather than requiring action by the City Council.
- That a special event permit be required for non-profit organizations in addition to other property owners. The intent of the proposed ordinance is to ensure that larger events do not create any problems that may negatively impact the public or result in costs that must be born by the City. Whether an event is sponsored by a private business or non-profit entity, requiring a special event permit can help the City reduce the potential for any unforeseen costs or impacts. The Attorney has offered an opinion that private clubs should not be regulated differently than a for-profit business.

City Council Meeting December 7th, 2010 Consider Adoption of Special Event Permit Ordinance Regular Agenda Item # 14

• That the provisions related to exceptions specifically state that only activities that have been previously authorized by the City are exempt from the ordinance, and that if expanded or enlarged, these events would need to secure a permit.

The Commission considered these changes, and ultimately recommended further modifications to allow the City Administer to approve all Special Event Permits, with a provision that allows the Administrator to refer permits to the Council as necessary. Staff has further clarified the review requirements in the draft ordinance so that all denials must be made by the City Council.

The City Attorney has noted that the City could try to define a threshold for small events based on experience, such as by reference to an event that is known to bring in less than 30 people but does not implicate public infrastructure, traffic, etc. In looking back at previous events that were conducted in the City that would be considered a special event under the proposed ordinance, Staff has been unable to identify any specific type of activity that would seem to have met this threshold.

The Attorney has also suggested that the Planning Commission and City Council may want to consider special events that have occurred in the past to determine if they can be used as a guide concerning any problems that arose and how these issues may have been addressed. Some typical problems include traffic back-ups, informal road closures, late night noise, minor trespassing, insufficient restrooms, and other similar occurrences.

Staff has made other minor revisions to the ordinance based on comments from the Planning Commissions, and all changes and revisions recommended by the Planning Commission are included in the attached ordinance.

The Planning Commission unanimously recommended approval of the Special Event Ordinance at its November 22, 2010 meeting.

RECOMMENDATION: Based upon the above background information and Staff report, the Planning Commission and Staff recommend that the City Council review the proposed Ordinance at tonight's meeting. If appropriate, the Council may also consider adoption of the proposed Special Event Permit Ordinance, which has been drafted to promote the orderly, compatible, and safe use of property for temporary special events and to assure adequate provision of parking, traffic, sanitary facilities, utilities, public safety services, and peace and tranquility of residential neighborhoods.

Should the City Council wish to go further than a review at tonight's meeting, the recommended motions to act approve the proposed Ordinance are as follows:

SUGGESTED MOTIONS: "Move to adopt Ordinance No. 08-034 adding provisions to the Lake Elmo City Code to regulate special events within the City of Lake Elmo"

"Move to adopt Resolution No. 2010-073 authorizing summary publication of Ordinance 08-034"

Alternatively, as this is a City-initiated action, the City Council may make changes to the document as drafted by the Planning Commission or may table taking action of the request to solicit additional feedback from the community and staff. The Council may also choose to not adopt the proposed ordinance, if it finds that Special Events should not be regulated within the City of Lake Elmo. Should any changes be made during tonight's review, the recommended revised motions for consideration would be:

"Move to adopt Ordinance No. 08-034 adding provisions to the Lake Elmo City Code to regulate special events within the City of Lake Elmo fas amended at tonight's meeting]."

"Move to adopt Resolution No. 2010-073 authorizing summary publication of Ordinance 08-034 [as amended at tonight's meeting]."

ATTACHMENTS

- 1. Ordinance 2008-034 Special Event Permits
- 2. Resolution 2010-073 (Authorizing summary publication)

SUGGESTED ORDER OF BUSINESS:

\$ -	Introduction of Item	
٠.	Report/Presentation	Planning Director
-	Questions from Council to Staff	Mayor Facilitates
*	Public Input, if Appropriate	Mayor Facílitates
-	Call for Motion	Mayor & City Council
•	Discussion	Mayor Facilitates
•	Action on Motion	Mayor & City Council

CITY OF LAKE ELMO COUNTY OF WASHINGTON STATE OF MINNESOTA

ORDINANCE NO. 08-034

AN ORDINANCE ADDING TO THE LAKE ELMO CITY CODE OF ORDINANCES BY ADDING TO CHAPTER 110 OF THE BUSINESS REGULATIONS: BUSINESS REGULATIONS TO PROMOTE THE ORDERLY, COMPATIBLE AND SAFE USE OF PROPERTY FOR TEMPORARY SPECIAL EVENTS AND TO ASSURE ADEQUATE PROVISION OF PARKING, TRAFFIC, SANITARY FACILITIES, UTILITIES, PEACE AND TRANQUILITY OF RESIDENTIAL NEIGHBORHOODS AND SAFETY SERVICES

<u>SECTION 1</u>. The City Council of the City of Lake Elmo hereby amends Title XI: Business Regulations; Chapter 110 – General Licensing Provisions, by adding the following language:

§ 110.070 SPECIAL EVENT PERMITS.

- (A) Purpose and intent. The purpose of this Chapter is to promote the orderly, compatible and safe use of property for temporary special events and to assure adequate provision of parking, traffic, sanitary facilities, utilities, peace and tranquility of residential neighborhoods and safety services.
 - (B) A Special Event shall include the following:
- (1) Any temporary, privately-sponsored event, typically conducted outdoors, open to the general public, held on public or privately owned property that will be attended by over the people within a 24 hour people within a 2
- (2) An Agricultural Sales Business as defined in Section 11.01 that is conducted for less than three (3) months in any calendar year. A Special Event Permit for an Agricultural Sales Business may be issued once per year and for no more than two consecutive years.
 - (C) Exceptions: "Special Event" shall not apply to the following:
- (1) Any permanent place of worship, stadium, athletic field, arena, theatre, auditorium, or fairs conducted pursuant to Minn. Stats. Chapter 38.
- (2) Special events or activities permitted or permitted by other State laws or regulations of the City of Lake Elmo, including publicly-sponsored activities in the local park system and any other lawfully established event for which the City Council has expressly

granted approval prior to adoption of this ordinance, unless said event is expanded or enlarged, in which case a Special Event Permit will be required.

- (3) Family gatherings, including family reunions, graduation parties, baptisms, confirmations, weddings, etc.
 - (4) Garage sales
 - (5) National Night-Out or Night-to-Unite established through the City of Lake Elmo.

(D) Permit Required

- (1) No person on or after the effective date of this Chapter shall conduct or allow to be conducted any special event as defined in this ordinance without first obtaining a Special Event Permit.
 - (E) Requirements for Issuance of a Permit
 - (1) The following standards shall apply to all special events:
- (a) Maximum Number of People. The permitee shall not sell tickets to nor permit attendance at the permit location of more than the maximum number of people stated in the special event permit.
- (b) Sound Equipment. Sound producing equipment, including but not limited to public address systems, radios, amplifiers, musical instruments and other recording and playback devices, shall not be operated on the premises of the special event so as to be unreasonably loud or be a nuisance or disturbance to the peace and tranquility of the citizens of Lake Elmo.
- (c) Sanitary Facilities. In accordance with Minnesota State Board of Health regulations and standards and local specifications, adequate sanitary facilities must be provided which are sufficient to accommodate the projected number of persons expected to attend the event.
- (d) Security. The permitee shall employ at his/her own expense such security personnel as are necessary and sufficient to provide for the adequate security and protection of the maximum number of persons in attendance at the special event and for the preservation of order and protection of property in and around the event site. No permit shall be issued unless Washington County Sheriff's Department is satisfied that such necessary and sufficient security personnel will be provided by the permitee for the duration of the event.
- (e) Food Service. The operator of the special event shall be responsible for securing any permits, if necessary, from the Washington County Health Department for any food services that are made available on the premises.

- (f) Fire Protection. The permitee shall, at his/her own expense, take adequate steps to insure fire protection as determined by the City of Lake Elmo Fire Chief.
- (g) Duration of Special Event. The permitee shall operate the special event only on those days and during the hours specified on the permit.
- (h) Cleanup Plan. The special event applicant is responsible for clean up of the site upon completion of the special event, and shall specify the amount of time anticipated to restore the site to its pre-event condition as part of an application. Any clean up or restoration work required by the City may be charged to the applicant. Any City service that requires overtime will be at the expense of the applicant.
- (i) Waiver. The City Council, or City Administrator for those permits that are subject to an administrative review and approval process, may grant a waiver from the requirements of this Chapter in any particular case where the applicant can show that strict compliance with this Chapter would cause exceptional and undue hardship by reason of the nature of the special event or by reason of the fact that the circumstances make the requirement of this Chapter unnecessary. Such waiver must be granted without detriment to the public health, safety or welfare and without impairing the intent and purpose of these regulations.
- (j) Insurance. Before the issuance of a permit, the permitee shall obtain public liability insurance and property damage insurance with limits determined by the City Administrator if reasonably determined necessary. Such insurance shall remain in full force and effect in the specified amounts for the duration of the permit. Evidence of insurance shall include an endorsement to the effect that the insurance company will notify the City Clerk in writing at least ten (10) days before the expiration or cancellation of said insurance.
- (k) Miscellaneous. Prior to the issuance of a permit, the City Council, or City Administrator for those permits that are subject to an administrative review and approval process, may impose any other conditions reasonably calculated to protect the health, safety and welfare of persons, attendant or of the citizens of the City of Lake Elmo including, but not limited to, restrictions on parking and vehicle access, lighting, litter and noise.
- (2) In addition to the requirements listed above, the following shall also apply to a Special Event Permit for an Agricultural Sales Business:
- (a) All performance standards as specified in Section 154.110 for Agricultural Sales Businesses. The City Council, or City Administrator for those permits that are subject to an administrative review and approval process, may exempt the applicant from any of these standards that are deemed unnecessary given the nature or duration of the event.

(F) Application Procedures.

(1) A written application for a Special Event Permit shall be filed on forms provided by the City with the City Administrator not less than thirty (30) days before the date proposed for holding the special event. The written application shall be signed by the person, persons, or

parties conducting the event and the property owner, if different, and shall be accompanied by the fee payable hereunder. Upon submission of an application for a Special Event Permit, City staff will review the request and advise the applicant of the need for additional information, if any.

(G) Fees

(1) The fee for a Special Event Permit shall be as established by the City Council.

(H) Granting a Permit

- (1) Administrative Review and Approval. The City Administrator, or his/her designee, shall review and determine whether or not a request for a special event and/or street closing is acceptable. The City Administrator shall have the authority to issue Special Event Permits for those events that meet the criteria of this Ordinance. In the event the City Administrator determines the activity does not meet these criteria, such applications shall be referred to the City Council for consideration.
- (2) City Council Review and Approval. The City Administrator shall refer any application for a Special Event Permit that may adversely affect the safety, health and welfare of the citizens of Lake Elmo due to the size, location, or potential impacts of the event to the City Council for final action.

(J) Denial of Permit

(1) The City Council shall have the right to deny the permit if, in the judgment of the City Council, the granting of a permit would adversely affect the safety, health and welfare of the citizens of Lake Elmo or if other criteria herein are not met. The applicant shall be notified of such denial and may appear before the City Council to appeal such denial.

(K) Transferability

(1) No permit granted under this Chapter shall be transferred to any other person or place without consent of the City Council, upon written application made therefore.

(L) Enforcement and Penalties

- (1) The City Administrator and other such officers, employees, or agents as the City Council or City Administrator may designate, shall enforce the provisions of this Chapter in accordance with Section 10.99 of the City Code.
- (2) The holding of a special event in violation of any provision of this Chapter shall be deemed a public nuisance and may be abated as such.
- (3) Any person violating any provision of this Chapter is guilty of a misdemeanor and upon conviction shall be subject to the penalties set forth in Minnesota Statutes.

(M) Revocation of Permit

(I) The permit for a special event may be revoked by the City Council at any time if any of the conditions necessary for the issuing of or contained in the permit are not complied with or if any of the provisions of this Chapter are violated.

SECTION 2. Effective Date

This ordinance shall become effective immediately upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION 3. Adoption Date This Ordinance No. 08-034 was Ayes and Nays.	adopted on this 7 th day of December 2010, b	y a vote of
• •	Mayor Dean A. Johnston	
ATTEST:		
Bruce Messelt City Administrator	·	
This Ordinance No 08-034 was	published on the day of	, 2010.



MAYOR & COUNCIL COMMUNICATION

DATE:

9/6/2011

REGULAR

ITEM #:

13

MOTION

AGENDA ITEM:

Well & Pumphouse No. 4 - Approve Option Agreement for 1 Acre Parcel

at 11240 50th Street North for future Well Site and Authorize Test Well

Construction

SUBMITTED BY:

Jack Griffin, City Engineer

THROUGH:

Bruce A Messelt, City Administrator

REVIEWED BY:

Ryan Stempski, Assistant City Engineer

SUMMARY AND ACTION REQUESTED: The City Council is respectfully requested to consider approval of the proposed Option Agreement for a 1 Acre Parcel at 11240 50th Street North for a future Municipal Well Site; and to Authorize the design, construction and testing of a Test Well on the site. The purchase Option Agreement provides the City the right to secure the property for \$14,018 at any time over the next 180 days. The Option Agreement also includes a Right of Entry provision to allow the City access for survey and site investigation work needed to verify the site's adequacy for the purpose of a Municipal Water Supply Well.

BACKGROUND INFORMATION AND STAFF REPORT:

SITE ACQUISITION FOR WELL AND PUMPHOUSE NO. 4

Acquiring the site for future Well No. 4 is important to the City for two primary reasons.

- 1) It positions the City to be responsive to potential water system customer opportunities. Having the property in hand will allow the City to order the design and construction of Well No. 4 and have it operational and able to deliver water to the system within a 9-12 month time frame from that decision. Without the property acquired in advance, an additional 1-2 years could be added to this implementation schedule.
- 2) It allows the City to potentially include Well No. 4 as a project to be designed and constructed using the \$1.0 Million Water System DEED Grant. To be included in the application, the City must demonstrate ownership of the property for the facilities to be constructed.

City Council Meeting September 6th, 2011

Well & Pumphouse No. 4 - Approve Option Agreement for I Acre Parcel at 11240 50th Street North for future Well Site and Authorize Test Well Construction Regular Agenda Item # [13]

The need for Well No. 4 is well documented in the City's Capital Improvement Program and its construction will be required before any additional subdivisions or major water users are added to the system. The purchase of the property is a major step to position the City to be responsive with Municipal Water Service to new users within a 9-12 month period.

Over the past two years, staff has been working to identify and scope potential properties for acquisition to locate the next Municipal Water Supply Well for the City (Well No. 4). A one (1) acre parcel is needed for the Well site. In addition, the following criteria were used in assessing available properties:

- 1) Located near existing trunk watermain infrastructure to minimize connecting costs,
- 2) Within the Intermediate Water System Pressure Zone, but near the Lower Water System Pressure Zone,
- 3) Away from other Municipal Wells to avoid drawdown interference,
- 4) Outside of identified Drinking Water Supply Management Areas (DWSMA) from other Wells,
- 5) Outside of and away from the pathway of known PFC contaminant plumes,
- 6) Outside of the Special Well Construction Area,
- 7) Adjacent to existing streets for Public Works maintenance access.

Investigation efforts lead staff to conduct preliminary acquisition discussions with Jean Madrinich at 11240 50th Street North. Through the Lake Elmo Property Acquisition Team, a preliminary offer has been negotiated and accepted by the property owner. The tentative terms of the deal are as follows:

- 1) City pays \$500 for Option Agreement. City then has 180 days to close the deal solely at their discretion (the \$500 is applied toward the purchase) or terminate the deal and the \$500 remains with the property owner.
- 2) The Agreement includes Right-of-Entry to conduct surveys and construct a Test Well.
- 3) Should the City purchase the property the purchase price will be \$14,018 for 1 Acre.
- 4) The City has also agreed to prepare the legal surveys and will facilitate the Minor Subdivision process for both the 1 Acre Well site and an additional lot split on behalf of the property owner (subdividing the 20 acre parcel into 3 lots, one being for the City).

DESIGN AND CONSTRUCTION OF TEST WELL

In order to confirm that the property is adequate for a Municipal Water Supply Well, the City must design and construct a test well that allows the City to obtain both aquifer capacity tests and water quality tests. It is anticipated that an 8-inch test well will be needed at a depth in excess of 180 feet into the Jordan Aquifer. The test well is estimated to cost between \$35,000 and \$50,000 including engineering, construction, sampling, testing and abandonment. Quotes for a Test Well will be solicited from at least three Well Drilling Contractors.

City Council Meeting September 6th, 2011 Well & Pumphouse No. 4 – Approve Option Agreement for 1 Acre Parcel at 11240 50th Street North for future Well Site and Authorize Test Well Construction Regular Agenda Item # [13]

RECOMMENDATION: Based upon the above staff report, the City Council is respectfully requested to consider approving the proposed Option Agreement for a 1 Acre Parcel at 11240 50th Street North for a future Municipal Well Site; and to Authorize the design, construction and testing of a Test Well on the site. The proposed motion to approve this action is as follows:

"Move to approve the Option Agreement with Jean Madrinich to secure the right to purchase property for a future municipal well site and to obtain a right of entry to complete survey work and Test Well construction; and authorize the design, construction and testing of a Test Well on this parcel."

Alternatively, the City Council does have the authority to further discuss, deliberate and/or, if appropriate, amend the recommended motion prior to taking action. If done so, the appropriate action of the Council following such discussion would be:

"Move to approve the Option Agreement with Jean Madrinich to secure the right to purchase property for a future municipal well site and to obtain a right of entry to complete survey work and Test Well construction; and authorize the design, construction and testing of a Test Well on this parcel."

[as amended and/or modified at tonight's meeting]."

ATTACHMENTS:

1. Option Agreement

SUGGESTED ORDER OF BUSINESS:

-	Introduction of Item	
:	Report	City Engineer
-	Questions from Council to staff	Mayor Facilitates
-	Public Input (if appropriate)	Mayor Facilitates
-	Call for Motion	Mayor & City Council
-	Discussion	Mayor Facilitates
_	Action on Motion	Mayor & City Council

OPTION AGREEMENT

THIS OPTION AGREEMENT ("Agreement"), made this day of
, 2011, between Jean Madrinich, an individual, as Optionor (hereinafter
referred to for convenience as "Seller"), whose address is 11240 50th Street North, Lake Elmo,
Minnesota, and the City of Lake Elmo, a Minnesota municipal corporation, as Optionee
(hereinafter referred to for convenience as "Buyer"), whose address is 3800 Laverne Avenue
North, Lake Elmo, Minnesota;

WITNESSETH:

- 1. Option: In consideration of Five Hundred Dollars (\$500.00) delivered to Seller concurrently herewith (the "Option consideration"), the receipt and sufficiency of which Seller hereby acknowledges, Seller hereby gives and grants unto Buyer the exclusive right and option to purchase, for the purchase price and upon the terms and conditions hereinafter set forth, certain real property consisting of approximately one (1) acre located in the State of Minnesota and County of Washington, said real property being more particularly described on Exhibit A attached hereto and made a part hereof, together with all buildings, structures, improvements and fixtures of every kind and nature whatsoever located thereon as of the date hereof, and all rights of Seller in and to any appurtenances, easements, rights of way, and all other rights benefiting the real property (all of the foregoing being collectively referred to herein as the "Premises").
- 2. <u>Exercise of Option</u>: Buyer may exercise the option granted herein at any time during the period that commences with the date of last execution of this Agreement and the date which terminates at midnight on the One Hundred Eightieth (180th) day following said date of last execution (the "Option Period") by notifying Seller, in writing, of its election to purchase the

Premises. If Buyer exercises the option granted herein and thereafter purchases the Premises pursuant to the terms and conditions hereof, the Option Consideration shall be credited against the purchase price stated in Section 3(b) hereof. In the event Buyer does not exercise the option granted herein, this Agreement shall become null and void, and both parties shall be relieved of any liability hereunder.

- 3. <u>Conditions of Purchase and Sale</u>: If Buyer exercises the option granted herein:
- (a) This Agreement shall become the contract of purchase and sale between Seller and Buyer with respect to the Premises.
 - (b) The total purchase price for the Premises shall be \$14,018.
- (c) <u>Closing Date</u>: Subject to the satisfaction of all contingencies set forth in this Agreement and Buyer's election, in its sole discretion, to exercise this option, the transaction shall be closed and settled within thirty (30) days following the occurrence of both (i) Buyer's exercise of the option, and (ii) Buyer's satisfaction or waiver in writing of the contingencies set forth in Section 4 below; provided, however, that such date may be changed to a later date which is mutually agreeable to Buyer and Seller (such date, as the same may be so changed, being referred to herein as the "Closing Date"). The closing shall be held at the office of the Title Company [as defined in Section 3(e) hereof], or at such other location as may be mutually agreeable to Buyer and Seller.
- (d) <u>Closing and Possession</u>: On the Closing Date, the transaction for the purchase and sale of the Premises shall be closed by (i) Buyer paying to Seller, by cash, cashier's check, certified check or wire transfer of funds, the total purchase price for the Premises (less any credits provided for herein) and (ii) Seller delivering to Buyer, or its designee, a duly executed transferable and recordable general warranty deed or deeds for

the Premises in conformity with the provisions of Section 3(f) hereof. Possession of the Premises shall be given to Buyer on the Closing Date, at which time the Premises shall be unoccupied and free of any leases to, or rights of possession or claims of rights of possession by, any party other than Buyer.

(e) Evidence of Title: Following Seller's execution of this option herein, Buyer shall obtain a title insurance commitment issued by FSA Title Services, LLC, 5645 Memorial Avenue North, Stillwater, MN 55082 (the "Title Company") in which the Title Company commits that upon delivery and recordation of the Deed [as defined in Section 3(f) hereof], it will issue, at its usual rates, its Extended Policy of Owner's Title Insurance on ALTA 1970 Owner's Form B, or on such other Owner's Form as may be acceptable to Buyer, insuring in Buyer, for the total amount of the purchase price, fee simple title to the Premises, free and clear of any and all encumbrances except for those expressly permitted in Section 3(f) hereof. The title commitment shall include a copy of all applicable plats or surveys, together with copies of all instruments referred to in the title commitment. In the event that buyer shall exercise the option granted herein, Buyer shall pay all of the costs of the title commitment and of the owner's policy of title insurance. Seller shall, within seven (7) days after the date of last execution of this Agreement, deliver to the Title Company all title information available to Seller relating to the Premises. If the title commitment or any endorsement or any other title evidence obtained by Buyer shows any exceptions to title other than those permitted in Section 3(f) hereof, Seller shall, prior to the Closing, secure the removal of such exceptions to title to the Premises. If Seller has not corrected or removed such exceptions within such period, Buyer may take any one or more of the following actions, and the Closing Date shall be

extended for a sufficient period of time to allow for the completion of any such actions(s): (a) by written notice to Seller, give Seller additional time to remove such exceptions to title; (b) at Buyer's expense, take such steps as Buyer shall deem proper to remove such exceptions, deducting from the purchase price those liens of a definite or ascertainable amount; (c) waive such exceptions and proceed with the transaction in accordance with the provisions hereof; or (d) terminate this Agreement by giving written notice to Selier, in which case Buyer shall be relieved from all obligations and liabilities hereunder. Escrow Agent shall return to Buyer the Deposit and all interest earned thereon, and Seller shall return to Buyer the Option consideration and the Extension Consideration (if applicable). Without limiting the foregoing or being limited thereby, all of the so-called "standard exceptions", including those for parties in possession, mechanic's liens and matters which would be disclosed by a survey, shall be eliminated from the title insurance policy, and at closing Seller shall provide to the Title Company a standard ALTA Owner's Lien Affidavit stating that the Premises are free of any mechanics' and materialmen's liens or claims for liens on the Premises and free of any parties in possession other than Buyer. Seller covenants and agrees not to offer the Premises for sale to any other parties, nor transfer or pledge or hypothecate in any manner its interest in the Premises, during the period commencing on the date of full execution of this Agreement and terminating on the date of Closing, the expiration of the Option Period or the date of any permitted termination of this Agreement.

(f) <u>Warranty Deed</u>: On the Closing Date, the Seller shall convey the Premises to Buyer, or its nominee, by a duly executed transferable and recordable General Warranty Deed (the "Deed"), conveying good and marketable title in fee simple,

free and clear of all liens, encumbrances, easements, tenancies or claims of rights to tenancies, memorials, rights, covenants, restrictions, reservations, conditions, charges, agreements, encroachments or other exceptions to title, except the lien of real property taxes which are a lien but are not due and payable until after the Closing Date and such other exceptions to title as buyer may in its discretion expressly approve in writing. At closing Seller shall provide a certificate, in a form acceptable to Buyer and the Title Company, that Seller is not a "foreign person" within the meaning of the foreign Investment in Real Property Tax Act. Seller shall pay for all documentary stamps required on the Deed, and shall pay all transfer and conveyance taxes and fees. Seller shall submit the proposed form of Deed to Buyer for approval at least five (5) days prior to the Closing Date. Any and all easements and other rights benefiting the Premises shall be assigned to Buyer by transferable and recordable instruments in form and substance satisfactory to Buyer, and Seller shall execute and deliver with the Deed such other instruments as may be required by the title insurance company to issue the required policy of title insurance.

the applicable governmental authority or credit in full against the purchase price: all delinquent real property taxes, including penalties and interest, which are a lien against the Premises; all special assessments which are a lien against the Premises on the Closing Date, whether or not such assessments are past due, then due or are thereafter to become due; and all assessments which are then pending, but which will be payable in whole or in part after the Closing Date. On the Closing Date, Seller shall pay to the applicable governmental authority, or credit in full against the purchase price, all real estate taxes for

the year of closing, prorated through the Closing Date. If the final taxes and assessments assessed with respect to the Premises should differ from the amounts upon which the foregoing payments and prorations were based, Buyer and Seller shall make such adjustments as may be required on the basis of such final figures. Seller, at Seller's cost, shall furnish certificates from each governmental subdivision which has authority to levy ad valorem taxes against the Premises evidencing payment of all such taxes for all years prior to the year in which the Closing Date occurs.

- (h) <u>Utility Charges</u>: All utility charges and all charges for service of any type furnished to the Premises by governmental agencies and public or private utilities shall be paid by Seller to the date upon which possession of the Premises is given to Buyer or until the Closing Date, whichever is later.
- (i) <u>Subdivision</u>: Buyer shall, with Seller's cooperation, take all reasonable steps necessary to accomplish any needed subdivision of the property necessary to convey it to Buyer and pay all fees associated therewith.
- (j) <u>Damage</u>: If the Premises or any part thereof shall be damaged by environmental contamination or any other cause, Seller shall immediately give notice thereof to Buyer. Upon the occurrence of any such damage, Buyer shall have the right to terminate this Agreement by giving written notice thereof to Seller on or before the Closing Date, in which event Buyer shall be released of all further obligations hereunder and the Deposit shall be returned to Buyer. If Buyer does not so terminate this Agreement, the purchase price shall be reduced by the total amount of any insurance proceeds or other proceeds received by Seller on or prior to the Closing Date with respect to any such damage. The risk of loss, damage or destruction of the Premises and any

improvements thereon shall be borne by Seller until the Closing Date. Seller agrees to maintain, until the Closing Date, such insurance as is now in force and, in the event of any loss which might be covered by any such insurance policy, to advise Buyer of the terms thereof. In the event of any negotiations for the settlement of any claims under any insurance policy, Seller will inform Buyer of all such negotiations of which Seller has knowledge and will permit Buyer to take part therein.

- 4. <u>Contingencies</u>: Seller acknowledges that Buyer intends to attempt to satisfy the following contingencies within the Option Period:
 - (a) To ensure to the sole satisfaction of the Buyer that the acreage meets the City's needs for installation of a municipal well and related improvements.
 - (b) <u>Governmental Permits and Approvals</u>: To secure from jurisdictionally appropriate governmental entities, or duly constituted agencies thereof, in form and substance satisfactory to Buyer, in its sole discretion, (i), all such permits, approvals and written verifications, to permit the subdivision of the Premises.
 - (c) <u>Survey and Title Work</u>: To receive and approve, in Buyer's sole discretion, the title commitment described in Section 3(e) above and survey work. The legal description of the Premises prepared by the surveyor shall, at the request of Buyer, be utilized in the Deed.
 - (d) <u>Tests</u>: To receive and approve, in Buyer's sole discretion, the results of soil tests (including soil borings), environmental tests (including soil borings), wetlands delineations and such other tests or studies as Buyer may deem necessary or desirable, and to construct a Test Well and receive and approve the results of a well capacity test and water quality test of the underlying acquifer. In connection therewith, Seller

promptly shall furnish to Buyer true and complete copies of any such tests in Seller's possession.

In the event that any of the foregoing contingencies shall not be fully satisfied in Buyer's sole discretion within the Option Period and Buyer shall not waive such contingency, then Buyer may terminate this Agreement by written notice delivered to Seller at any time thereafter, and upon the giving of such notice both parties shall be released and forever discharged from any and all obligations imposed by this Agreement.

- 5. Right of Entry for Survey and Tests: Seller hereby grants to Buyer, and any person designated by Buyer, the right and license to enter upon the Premises at any and all times following the date of this Agreement to inspect, appraise and survey the Premises and to conduct such tests as are necessary to determine the suitability of the Premises for any use which Buyer may wish to make of the Premises, including the construction of a Test Well; provided, however, that said tests shall be conducted so as not to damage the Premises.
- 6. Representations and Warranties: As positive representations which shall survive the delivery of the Deed provided for herein, Seller hereby represents and warrants that Seller has good and marketable fee simple title to the Premises, free and clear of all liens, encumbrances and other exceptions to title as stated above; that all taxes, charges or assessments against the Premises for benefits or betterments arising from sidewalks, curbing, street paving, water, gas, electric, sewer, drainage facilities or other improvements which are presently installed on or serve the Premises shall be paid, discharged or satisfied by Seller or the amount thereof credited to Buyer at the time of delivery of the Deed; and that Seller has no knowledge of any actual or threatened service or use restriction, or other action, that would adversely affect

Seller's ability to fulfill its obligations under this Agreement or Buyer's development and operation of a trust terminal and freight distribution facility on the Premises.

Seller further represents and warrants to Buyer as follows:

- (a) Each of Seller and the Premises is currently in compliance with all applicable Environmental Laws (as defined below), and Seller has obtained all permits, licenses, registrations and other authorizations and approvals needed to operate, maintain and occupy the Premises, and has not, and to the best of Seller's knowledge none of its predecessors have, violated any applicable Environmental Law.
- (b) Seller has not, and to the best of Seller's knowledge none of its predecessors have, disposed of or released any hazardous waste, hazardous substance, pollutants and contaminants or regulated substances on, in or under the Premises, and to the best of Seller's knowledge there are no hazardous wastes, solid wastes, hazardous substances, pollutants, contaminants or regulated substances on, in or under the Premises.
- and include but not be limited to, any federal, state or local law, statute, chapter or ordinance, including without limitation applicable safety/environmental laws such as the Resource Conservation and Recovery Act of 1976, the Comprehensive Environmental Response Compensation and Liability Act of 1980, the Federal Emergency Planning and Community Right-to-Know Law, and the OSHA Hazardous Communication Standard, as any of same have been amended, and any rule, regulation, binding interpretation, binding policy, permit, order, court order or consent decree issued pursuant to any of the foregoing, which pertains to, governs or otherwise regulates environmental matters, including without limitation: (a) the emission, discharge, release or spilling of any

substance in the air, surface water, groundwater, soil or substrata; or (b) the manufacturing, processing, sale, generation, treatment, storage, disposal, transportation, labeling or other management of any waste, hazardous substance, hazardous waste, pollutant, contaminant or regulated substance; (ii) the terms "solid waste", "hazardous substance", "hazardous waste" and "pollutant or contaminant" shall mean and include any substance now or hereafter defined as such by any fraction thereof, any asbestoscontaining material, any urea formaldehyde and any polychlorinated biphenyis; and (iii) the term "regulated substance" shall mean any substance the manufacturing, processing, sale, generation, treatment, transportation, storage, disposal, labeling or other management of which is regulated by any applicable Environmental Law. This Section shall survive the closing of this transaction and the delivery of the Deed.

- 7. <u>Brokers</u>: Buyer represents and warrants to Seller that Buyer has not dealt with any real estate broker with respect to this transaction.
- 8. Notices: Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to have been duly given on the date (i) delivered personally, (ii) deposited in the United States mail, marked certified or registered, return receipt requested, with postage prepaid, or (iii) deposited, postage prepaid, with an overnight express mail courier, proof of delivery requested, in each such instance addressed to the party to which notice is to be given at the party's address set forth above, or at such other address as the party may hereafter designate by notice given in accordance with this Section 8.
- 9. <u>Disposition of Deposit/Default</u>: The Deposit shall be forfeited to Seller as Seller's sole and exclusive remedy, legal or equitable, if after the exercise of the option granted herein Buyer shall default in any of its obligations under this Agreement. In the event Seller

shall default in any of its obligations hereunder, Buyer shall have the right to terminate this Agreement, in which event the Deposit and any interest earned thereon shall be returned to Buyer, and Buyer shall have the right to pursue without limitation any other remedies to which Buyer is entitled at law or in equity, including the right to compel the specific performance of Seller's obligations hereunder.

10. Miscellaneous:

- (a) All representations, warranties, covenants, and agreements of Seller contained in this Agreement shall survive the execution and delivery of the Deed unless otherwise expressly specified herein.
- and their respective heirs, executors, administrators, personal and/or legal representatives, successors and assigns. The headings to the sections hereof have been inserted for convenience only and shall in no way modify or restrict any provisions hereof or be used to construe any such provisions. If two or more persons constitute the Seller, the word "Seller" shall be construed as if it reads "Sellers" throughout the Agreement. This Agreement may be executed in multiple counterparts, each of which shall be considered to be an original document, but all of which, taken together, shall be deemed to constitute a single instrument.
- (c) This Agreement contains the entire undertaking of all parties hereto relative to the subject matter hereof, and no oral agreements or representations inconsistent with the terms of this Agreement shall be binding on the parties. This Agreement may not be amended except by written instrument signed by all parties hereto.
 - (d) This Agreement shall be governed by the laws of the State of Minnesota.

11. <u>Acceptance</u>: In the event this Agreement is not signed simultaneously by both parties, it shall be considered to be an offer made by the party first executing it to the other party.

SELLER:
Jean Madrinich
BUYER:
CITY OF LAKE ELMO
Ву
Its
Ву
Its

EXHIBIT A





PROPOSED LOT LINE ADJUSTMENT WELL NO. 4 SITE

Legend

1-ACRE WELL SITE

PROPOSED LOT LINE ADJUSTMENT

" PROPOSED EASEMENT

JEAN MADRINICH 11240 50TH STREET NORTH PID 01029221330002 PARCEL AREA = 19.71 AC



1 inch equals 50 feet Map Date: JULY 2011

EMEMBERS - ARCHITECTS - PLANNERS



MAYOR & COUNCIL COMMUNICATION

DATE:

9/06/2011

REGULAR

ITEM #:

14 & 15

DISCUSSION/ACTION

AGENDA ITEM:

Update Re: Library Service Considerations

SUBMITTED BY:

City Council (Follow-up from August 9th Council Action)

THROUGH:

Bruce A. Messelt, City Administrator

REVIEWED BY:

- NA -

<u>SUMMARY AND ACTION REQUESTED</u>: This item has been scheduled for the City Council in order to update the Council and public on efforts to retain and enhance library services for the Lake Elmo community.

<u>BACKGROUND INFORMATION & STAFF REPORT</u>: On July 19th, 2011, the Lake Elmo City Council voted (5-0) to approve Resolution No. 2011-029, establishing a Municipal Library, and directed City staff to work with Washington County to address considerations for continued resident access to Washington County Libraries and potential contracting with Washington County for certain library services

On Thursday, July 28th, 2011, City staff met with Washington County staff to discuss the City's action (attached), review the aforementioned service considerations, and clarify issues relating to establishment of a library levy. No issues remain with respect to establishing a municipal library levy and supplanting the former County library levy; and no further City action is required.

The County Board addressed the County Library Budget on August 16th, 2011 but did not provide a formal response to its request for clarification regarding both resident access to County libraries and contracting for library services.

Prior to these actions, several formal meetings and informal discussions among City and County officials have led to an understanding that long-term provision of County library services in Lake Elmo is not viable, given both County budgetary considerations and County-wide consolidation of services to address identified efficiencies, economies of scale and customer preferences.

Other historical markers include:

- On June 29th, 2010, the City Council adopted Resolution No. 2010-031 establishing a Public Library System, authorizing a Library Levy, and establishing a Public Library Board for the City of Lake Elmo. However, this Resolution could be dissolved by action of the City Council, if sufficient progress was made in discussions directed at "maintaining and improving existing library services or transferring library services from the County to the City..."
- On August 17th, 2010, the City Council approved Resolution 2010-041 "staying establishment of a Public Library System, authorizing a Library Levy, and Establishing a Public Library Board for the City of Lake Elmo," pending outcome of further discussions with the County.
- o In May 2011, the City Council directed City staff to explore the feasibility of the City undertaking library service provision, within some form of continued affiliation or association with Washington County. Since that time, City staff has also engaged the assistance of the Friends of the Rosalie E. Wahl Library in exploration of alternative service models.
- On July 5th, 2011, the City Council directed that County Library representatives be invited to attend an upcoming Council Workshop to further discuss this item. The County respectfully declined this invitation, pending County Board discussion of future Library services at its July 12th, 2011 Meeting and a stated desire for Lake Elmo to prepare a position statement for the County to consider.
- o On July 12th, the County Board received a report from Library Director Conley (attached), which outlined budget scenarios for 2012. The County Board did not take further action on this item.

RECOMMENDATION: It is recommended the City Council briefly review and discuss the actions, decisions and research undertaken, to date,. Appropriate staff direction is also recommended, should the City Council wish to proceed with a specific action. In particular, three follow-on activities are noted for Council consideration:

- The County has informed the City that the Rosalie A. Wahl Library would be closing, regardless of the City's decision to remain a part of the Washington County Library system;
- The City does have the option of rescinding its actions and remaining a part of the Washington County Library System. The only option for continuation and any library services would be to enter into a Joint Powers Agreement with Washington County for an "express library" and/or kiosk service. A couple of key points on this option:

- The City would be asked to provide facility and staffing, as well as internet services. City policies would then apply to paid staffing and volunteers, as well as programming, etc.;
- The "express library" would not be considered a part of the Washington County Library system;
- The County would provide some computer access, support for a limited reading collection, check-out and pick-up services, and other related support activities;
- o The only reasonable City-owned facilities for such a service would be either the Arts Center building or the old Parks building. With a smaller collection, weight restrictions would most likely not be a factor;
- O Due to the unique nature of this facility, the County could be asked to support its location and operation to a very limited extent, should a public purpose be defined and deemed acceptable to the County;
- Should the Council wish to pursue this option further, an expedited timeline would be needed in order to take specific action by the City and County on September 13th (this will be previewed at tonight's meeting, if appropriate).
- An Executive Session on legal Library issues has been scheduled for tonight's Agenda to discuss some of the concerns regarding citizen access to County-owned library facilities.

ATTACHMENTS:

- 1. City of Lake Elmo Transmittal Letter to Washington County (including Res. 2011-029)
- 2. City Position Paper

SUGGESTED ORDER OF BUSINESS:

~	Introduction of Item & Brief Staff Report	City Staff
•	Questions from Council to Staff	Mayor & City Council
~	Public Input, if Appropriate	Mayor Facilitates
	Discussion	
_	Recess to Executive Session	City Attorney
_	Return to Regular Meeting - Direction or Action	Mayor Facilitates



City of Lake Elmo

3800 Laverne Avenue North * Lake Elmo, MN 55042 * www.lakeelmo.arg Phone: (651) 777-5510 * Fax: (651) 777-9615

July 21st, 2011

Honorable Gary Kriesel, Chairperson and Members of the Washington County Board of Commissioners 14949 62nd Street North P.O. Box 6 Stillwater, MN 55082-0006

Re: City of Lake Elmo Resolution 2011-029

Dear Mr. Kriesel:

I would like to take this opportunity to forward to you City of Lake Elmo Resolution 2011-029. Through this Resolution, the City of Lake Elmo notices the County of the City's intent to establish a municipal library, effective January 1st, 2012, unless agreement can be reached with Washington County to maintain library services in Lake Elmo under the Washington County Library system.

The City of Lake Elmo is committed to continuing good faith discussion among County and City representatives, as well as appropriate representatives from other involved organizations, aimed at formulating either a mutually acceptable service arrangement for continuation of Washington County Library System-provided services at the Rosalie E. Wahl Branch Library or, if necessary, establishment of a municipal public library system and development of a mutually-satisfactory relationship with Washington County for efficient provision of library services not readily available to County citizens residing in Lake Elmo through a small, independent municipal library.

The City Council of the City of Lake Elmo recognizes the legal, financial, and public policy considerations involved in this action and pledges its good faith commitment toward reaching a mutually satisfactory resolution to the current uncertainty regarding library services at the Rosalie E. Wahl Branch Library in 2012 and beyond. At a minimum, I am hopeful we can endeavor to identify a mutually-satisfactory arrangement to retain library services at the Rosalie E. Wahl Branch Library through 2012. Such agreement would allow for a more paced and comprehensive discussion regarding the future provision of library services to the City and community of Lake Elmo.

Letter to Washington County Chair Kriesel City of Lake Elmo

City Council Action: Resolution 2011-029

July 21st, 2011

The City's staff point of contact for addressing this issue is Mr. Kyle Klatt, City Planner. Mr. David Snyder, City Attorney, and Mr. Tom Bouthilet, City Finance Director, will also be assisting, as appropriate and needed.

I thank you in advance for your attention of this Resolution. Should the situation warrent, please do not hesitate to contact me directly regarding this issue.

Sincerely;

Dean A. Johnston

Mayor

Attachment(s);

Lake Elmo Resolution 2011-029

CC: Honorable City Council Members, City of Lake Elmo Mr. James Schug, Washington County Administrator Mr. Bruce Messelt, Lake Elmo City Administrator Mr. Kyle Klatt, Lake Elmo Planning Director Mr. Dave Snyder, Lake Elmo City Attorney Mr. Tom Bouthilet, Lake Elmo City Finance Director Official File

CITY OF LAKE ELMO WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2011-029

A RESOLUTION ESTABLISHING A PUBLIC LIBRARY SYSTEM, AUTHORIZING A LIBRARY LEVY, AND ESTABLISHING A PUBLIC LIBRARY BOARD FOR THE CITY OF LAKE ELMO.

WHEREAS, the City of Lake Elmo is a municipal corporation organized and existing under the laws of the State of Minnesota; and

WHEREAS, the residents of the City currently receive library services through Washington County, and

WHEREAS, the City of Lake Elmo desires to establish and operate a City Public Library Service pursuant to Minnesota Statutes § 134.07 et seq.; and

WHEREAS, it is the intention of the City of Lake Elmo to provide well managed and quality library services for the residents of Lake Elmo; and

WHEREAS, the City of Lake Elmo intends to set aside public property of the City for the benefit of the Public Library Service; and

WHEREAS, the City Council has discussed the establishment and operation of a Public Library Service.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the City Council of the City of Lake Elmo hereby establishes a City Public Library Service under Minnesota Statutes § 134.07 et seq., as follows:

- 1) Pursuant to Minnesota Statutes § 134.09, the City Council hereby establishes a fiveperson Library Board, with members to be appointed by the Mayor with the approval of the City Council from among the residents of the City.
- 2) The initial Library Board will have two residents of the City each appointed for a one-year term, two residents of the City each appointed for a two-year term, and one resident of the City appointed for a three-year term. Not more than one council member shall at any time be a member of the Library Board.

- 4) Following the initial appointment of the Library Board, all terms will be for three years, commencing on January 1 of the year the term begins, with Library Board members allowed to serve no more than three consecutive three-year terms.
- 5) The City Council will appoint an interim library director with the authority to organize and manage the Public Library System until a library director is appointed by the Library Board. The Library Board shall appoint a qualified library director and other staff, as necessary, establish the compensation of employees, and remove any of them for cause.
- 6) The City Council will levy an annual tax upon all taxable property within the City for the support of the library and will place such money in a designated Library Fund.
- 7) Pursuant to Minnesota Statutes § 134.11, the Library Board shall adopt bylaws and regulations for the library, and shall have exclusive control of the expenditure of all money collected for or placed to the credit of the Library Fund, of interest earned on all money collected for or placed to the credit of the Library Fund, of the construction of library buildings, and of the grounds, rooms, and buildings provided for library purposes.
- 8) The City shall set aside certain public property to be further specified by subsequent resolution for the benefit of the Public Library Service. With the approval of the council, the Library Board may erect a library building thereon.
- 9) The City Council may create a citizens' committee, to be comprised of residents from the City of Lake Elmo, to advise the City Council and the Library Board on issues of public concern related to the City of Lake Elmo Public Library Service.

Notwithstanding the foregoing, subsequent to date of this Resolution, the City will continue good faith discussions with Washington County for the purposes of maintaining and improving existing library services through continuation of existing Washington County Library System services or through the transfer of library services from the County to the City, subsequent affiliation, association or collaboration with Washington County, and adjustment of special levy limits therefore in accordance with Minnesota Statutes § 275.72.

Passed and duly adopted this 19th day of July 2011 by the City Council of the City of Lake Elmo, Minnesota.

Dean A. Johnston, Mayor

ATTEST:

Bruce Messelt, City Administrator



Writer's Direct Dial: (651) 351-2134

Writer's E-mail: ksandstrom@eckberglammers.com RECEVED

AUG 22 2011

CITY OF LAKE ELMO

Stillwater Office:

1809 Northwestern Avenue Stillwater, Minnesota 55082 (651) 439-2878 Fax (651) 439-2923

Hudson Office:

430 Second Street Hudson, Wisconsin 54016 (715) 386-3733 Fax (715) 386-6456

www.eckberglammers.com

Peter J. Orput, Esq. Washington County Attorney's Office 15015 62nd Street North Stillwater, MN 55082

Re:

Lake Elmo Library Services Our File No.: 22702-19839

Dear Mr. Orput:

As you may know, the City of Lake Elmo is considering establishing its own city library in light of an apparent desire by Washington County to eliminate services being provided at the Rosalie E. Wahl branch of the Washington County Library System located in Lake Elmo. This library branch has served the community for many decades. Lake Elmo has invited, and continues to invite, discussion with the county about alternatives, including alternatives involving financial or personnel contributions by Lake Elmo to bolster this library or at least maintain service there.

August 19, 2011

Pursuant to Minn. Stat. § 134.07, Lake Elmo's establishment of and levy of taxes for its own city library will displace the County's tax upon citizens of Lake Elmo for the County library system. As a result, there has been some suggestion that the County will, in turn, attempt to limit the citizens of Lake Elmo from utilizing the County library system.

Presently, the Washington County Library provides access to all persons, regardless of their place of residence. This includes Minnesota residents from outside Washington County, and residents of Wisconsin. A visitor from Moorhead, Minnesota, for example, may use these libraries as may an inhabitant of Madison, Wisconsin. Similarly access is provided to residents of Stillwater and Bayport based upon cooperative agreements with those cities even though they have their own private libraries and are outside the County Library System.

Given the broad policy of allowing such access, we anticipate that there is no assertion that Lake Elmo residents would be excluded from the county library system. If this is not accurate, however, then we would like to review the legal basis upon which the County asserts, if any, the ability to exclude Lake Elmo residents from use of the County Library system or if it asserts that it will, or may, exclude them at all. We would appreciate your advising as to whether or not the county claims that there is an intention to do this and, if so, what legal basis purportedly allows such disparate handling.

Peter J. Orput, Esq. August 19, 2011 Page 2 of 2

Pursuant to cooperative agreements with the cities of Stillwater and Bayport, those residents are permitted to use the County library system (including interlibrary book loans, research, participation in MELSA, etc.) for payment from those cities on the order of \$1.00-3.00 per resident, which appears to represent the approximate actual cost incurred by the County for providing such services.

Moreover, in the interest of orderly planning and communication, Lake Elmo has inquired with County Administration as to whether Lake Elmo will be provided a cooperative agreement with the County, similar to those in place with Stillwater and Bayport, allowing that Lake Elmo residents be permitted to utilize the County library system for payment at cost on the order of \$1.00-3.00 per capita per year. Elsewhere, apparently, there has been a suggested disinclination to provide such an agreement to Lake Elmo, and instead demand a charge of upwards of \$60.00 per user. While your office may not be engaged in handling the details of that arrangement, we would welcome your sharing with us the legal basis that would support that disparate charge, or if it is planned at all.

As noted, I recognize that your office may not be handling the policy issues which are being evaluated by and discussed between the County and the City but we would like to review the legal framework with you in this context.

We look forward to receiving your comments on the foregoing issues or discussing them with you informally. Thank you.

Sincerely.

Kevin S. Sandstrom

DKS/kss

cc: Bruce Messelt, City Administrator David K. Snyder, Esq.

CITY OF LAKE ELMO MINNESOTA

2012 BUDGET

CITY OF LAKE ELMO

2012 BUDGET

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INTRODUCTION

December 6, 2011

To Mayor, Councilmembers, and Citizens:

The City of Lake Elmo's 2012 budget is a comprehensive document designed to provide information on all of the city's funds for the city council and for the public. The budget provides funding to continue the same level of service during a time of limited financial resources.

The 2012 budgeting process began with the staff being provided general direction on managing expenditures given the financial challenges for 2012, including the significantly reduced revenue due to the stagnant housing market and the renewed restriction on the city's property tax levy set by the State of Minnesota. The staff submitted budgets that were reviewed by the City Administrator and finance department and adapted to meet the revenue constraints anticipated for the coming year. Again, the priority was on maintaining current service levels. The budget information was presented at various council workshops over the course of the summer and fall. The preliminary general fund budget and levy were adopted in September 2011 with final adoption in December 2011.

The 2012 to 2016 capital improvement planning (CIP) process began in November 2011 with department heads submitting requests for capital projects and equipment for future years. These requests required a justification as part of their submission. The CIP planning process includes:

- A review of the public works and fire equipment requests by the Maintenance Advisory Committee for necessity, reasonableness, and priority prior to including these in the five year CIP.
- A plan with financing options to present to the city council for financing street improvement projects over the coming five years to be able to continue with the city's street improvement program within the five year CIP.
- Recommendations from the park commission for future park and trail projects.
- Review of the CIP by the planning commission for consistency with the comprehensive land use plan.
- Review and adoption by the city council.

This budget document and the budget process will continue to be expanded upon and refined during the coming years.

Sincerely,

Craig Dawson

Craig Dawson Interim City Administrator

City of Lake Elmo

3800 LaVerne Avenue Lake Elmo, Minnesota 55042 Phone: 651-777-5510 Fax: 651-777-9615 Web: <u>www.lakeelmo.org</u>

CITY OFFICIALS

Dean Johnston, Mayor

Brett Emmons, Councilmember

Nicole Park, Councilmember

Mike Pearson, Councilmember

Anne Smith, Councilmember

CITY STAFF *

Craig Dawson, Interim City Administrator
Sharon Lumby, City Clerk
Carole Luczak, Program Assistant
Carol Kriegler, Project Assistant
Kyle Klatt, Planning Director
Karl Horning, Acting Building Official
Joe Rigdon, Interim Finance Director
Greg Malmquist, Fire Chief
Mike Bouthilet, Public Works Superintendent
Rick Gustafson, Public Works Operator
Jim Sachs, Public Works Operator
Jamie Colemer, Public Works Operator
Mark Duddeck, Public Works Operator

^{*} regular city staff (does not include seasonal employees or firefighters)

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GENERAL FUND SUMMARY

PURPOSE:

The general fund (a type of governmental fund) is the chief operating fund of the city and is used to account for all financial resources except those required to be accounted for in another fund. Activities accounted for in the general fund include general government, public safety, public works, and culture and recreation.

An annual appropriated budget is adopted during the year for the city's general fund.

BASIS OF ACCOUNTING & BUDGETING:

The measurement focus for the general fund is on a current financial resources basis, where the aim of a set of financial statements is to report the near-term (current) inflows, outflows, and balances of expendable financial resources. The fund balance is considered a measure of expendable resources.

The general fund uses the modified accrual basis of accounting, under which revenues are not recognized until they are measurable and available, and expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

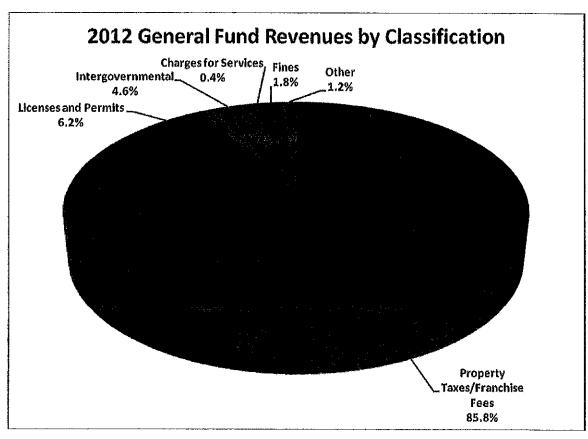
The basis of budgeting is consistent with accounting principles generally accepted in the United States of America.

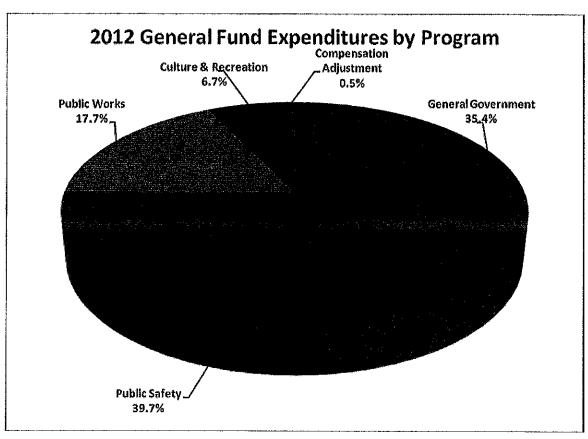
FUND HIGHLIGHTS:

Overall 2012 general fund expenditures and transfers out are budgeted at \$2,900,986, or a 0.6% decrease from the 2011 general fund budget. The 2012 general fund budget is considered "balanced", with overall general fund budgeted revenues also at \$2,900,986, or a 0.6% decrease.

The general fund levy of \$2,442,903 for 2012 is 1.7% lower than the 2011 general fund levy of \$2,484,903.

Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
GENERAL FUND SUMMARY						
Revenues by Classification						
Property Taxes/Franchise Fees Licenses and Permits Intergovernmental Charges for Services Fines Other	\$2,427,971 \$157,760 \$126,250 \$7,900 \$52,000 \$77,130	\$2,407,152 \$261,449 \$155,293 \$13,974 \$68,897 \$85,043	\$2,493,485 \$167,960 \$126,249 \$10,400 \$52,000 \$69,129	\$1,299,069 \$141,000 \$112,381 \$11,658 \$34,988 \$11,637	\$2,488,403 \$181,100 \$133,249 \$10,850 \$53,000 \$34,384	-0.2% 7.8% 5.5% 4.3% 1.9% -50.3%
Total Revenues	\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,900,986	-0.6%
Other Financing Sources						
Transfers !n	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources	\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,900,986	-0.6%
Expenditures by Program						
General Government Public Safety Public Works Culture & Recreation Compensation Adjustment	\$970,020 \$1,069,704 \$499,333 \$191,104 \$0	\$921,590 \$1,064,174 \$473,295 \$155,547 \$0	\$972,119 \$1,070,422 \$501,439 \$193,243 \$0	\$571,991 \$259,078 \$262,165 \$85,395 \$0	\$965,182 \$1,081,541 \$482,749 \$183,103 \$13,411	-0.7% 1.0% -3.7% -5.2% N/A
Total Expenditures	\$2,730,161	\$2,614,607	\$2,737,223	\$1,178,630	\$2,725,986	-0.4%
Other Financing Uses						
Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%
Total Other Financing Uses	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	(\$0)
Total Expenditures and Other Financing Uses	\$2,849,011	\$2,741,457	\$2,919,223	\$1,352,630	\$2,900,986	-0.6%
Net Change in Fund Balance	\$0	\$250,350	\$0	\$258,103	\$0	N/A
General Fund Balance						
Fund Balance, Beginning of Year Net Change in Fund Balance	\$2,435,810 \$0	\$2,435,810 \$250,350	\$2,686,160 \$0	\$2,686,160 \$258,103	\$2,686,160 \$0	0,0% N/A
Fund Balance, Ending of Year	\$2,435,810	\$2,686,160	\$2,686,160	\$2,944,263	\$2,686,160	0.0%





GENERAL FUND REVENUES

The modified accrual basis of accounting, as described in the general fund summary, is used to record general fund revenues. The city has several sources from which it derives revenue:

- PROPERTY TAXES/FRANCHISE FEES: Taxes applied to all taxable property within the city's boundaries are the primary revenue source for the city. This includes current and delinquent property taxes and the fiscal disparities tax, which is based on new commercial and industrial property valuation growth in the metropolitan area. The city sets its property tax levy at a level (when combined with other expected revenues) to adequately cover the general fund operating budget. Franchise fees are collected from cable television providers.
- ⇒ <u>LICENSES & PERMITS</u>: Licenses and permits include revenues received from businesses and occupations for activities conducted within the city, and primarily consist of building permit and plan check fee revenues.
- ⇒ <u>INTERGOVERNMENTAL</u>: These are shared revenues generally received from the state of Minnesota.
 - LGA: Local Government Aid was established in 1971 as a form of property tax relief. The state uses a distribution formula to calculate the upcoming year's LGA and notifies each city of its share by August 1. The City's 2012 share amounts to \$0.
 - MSA: Municipal State Aid is distributed through the state's highway user distribution fund and is used for construction and maintenance of city highways and streets.
 - Fire Aid: The city receives state aid for fire services which is passed through to the Lake Elmo firefighter's relief association.
- ⇒ <u>CHARGES FOR SERVICES</u>: The city collects various administrative fees and service revenues.
- ⇒ <u>FINES</u>: These are revenues received from penalties imposed for the violation of laws or regulations.
- ⇒ <u>OTHER</u>: Other sources of revenue include investment income and miscellaneous reimbursements and revenues.
- ⇒ <u>OTHER FINANCING SOURCES</u>: Transfers into the general fund (none scheduled for 2012).

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
GENERAL FUND							
Revenues							
Property Taxes/Franch	nise Fees						
		40.000	** ***	** ***	4		
101-000-0000-31010 101-000-0000-31010 101-000-0000-31010 101-000-0000-31010 101-000-0000-31010 101-000-0000-31020 101-000-0000-31030 101-000-0000-31040 101-000-0000-31040 101-000-0000-33620	Current Ad Valorem Taxes 2008 MVHC Unallotment Recovery 2009 MVHC Unallotment Recovery 2010 MVHC Cut Recovery 2011 MVHC Cut Recovery MVHC State Unallotment/Cut Delinquent Ad Valorem Taxes Mobile Home Tax Fiscal Disparities Penalty & Interest on Taxes Gravel Tax	\$2,360,790 \$19,365 \$35,475 \$0 \$0 (\$33,759) \$0 \$8,000 \$0 \$0 \$3,100	\$2,122,403 \$0 \$0 \$0 \$0 \$65,911 \$8,596 \$169,645 \$4,790 \$439	\$2,409,867 \$0 \$37,518 \$37,518 \$37,618) \$0 \$8,000 \$0 \$0 \$3,100	\$1,169,260 \$0 \$0 \$0 \$0 \$0 \$6,917 \$2,501 \$81,205 (\$526) \$818	\$2,442,903 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$8,000 \$0 \$0 \$1,000	1.4% N/A N/A -100.0% -100.0% N/A 0.0% N/A N/A -67.7%
101-000-0000-33622	Cable Franchise Revenue	\$35,000	\$35,367	\$35,000	\$38,894	\$36,500	4.3%
Total Property Taxes/F	Franchise Fees	\$2,427,971	\$2,407,152	\$2,493,485	\$1,299,069	\$2,488,403	-0.2%
Licenses and Permits							
101-000-0000-32110 101-000-0000-32180 101-000-0000-32181 101-000-0000-32183 101-000-0000-32210 101-000-0000-32210 101-000-0000-32231 101-000-0000-32231 101-000-0000-32231 101-000-0000-32260 101-000-0000-32260 101-000-0000-3260	Liquor License Wastehauler License General Contractor License Heating Contractor License Blacktopping Contractor License Building Permits Heating Permits Plumbing Permits Sewer Permits Animal License Utility Permits Burning Permit Plan Check Fees	\$7,200 \$1,000 \$1,800 \$200 \$60 \$100,000 \$3,000 \$3,000 \$2,000 \$6,000 \$1,000 \$32,000	\$9,875 \$230 \$4,925 \$0 \$153,444 \$10,465 \$6,591 \$561 \$3,073 \$14,217 \$1,490 \$66,579	\$7,200 \$1,000 \$2,000 \$100 \$60 \$110,000 \$3,000 \$500 \$2,100 \$6,000 \$1,000 \$32,000	\$1,725 \$0 \$1,725 \$0 \$0 \$88,166 \$6,460 \$4,191 \$0 \$1,661 \$2,863 \$915 \$33,294	\$8,000 \$200 \$2,000 \$50 \$50 \$115,000 \$6,000 \$3,500 \$300 \$2,000 \$5,000 \$1,000 \$38,000	11.1% -80.0% -0.0% -50.0% -16.7% -4.5% -100.0% -40.0% -4.8% -16.7% -0.0%
Total Licenses and Pe	rmits	\$157,760	\$261,449	\$167,960	\$141,000	\$181,100	
Intergovernmental		47,073,700	\$25 IJ4+0	Ψίσιμου	Ψ11,000	ψ101/100	7.8%
101-000-0000-33402 101-000-0000-33418 101-000-0000-33420 101-000-0000-33422 101-000-0000-33426 101-000-0000-33621	Homestead Credit Ald MSA - Maintenance State Fire Ald PERA Ald Miscellaneous State Grants Recycling Grant	\$0 \$68,500 \$40,000 \$2,750 \$0 \$15,000	\$7,022 \$77,347 \$36,153 \$2,749 \$16,434 \$15,588	\$0 \$68,500 \$40,000 \$2,749 \$0 \$15,000	\$0 \$83,018 \$3,000 \$1,375 \$9,400 \$15,588	\$0 \$75,000 \$40,000 \$2,749 \$0 \$15,500	N/A 9.5% 0.0% 0.0% N/A 3.3%
Total Intergovernmenta	el	\$126,250	\$155,293	\$126,249	\$112,381	\$133 <u>,</u> 249	5.5%
Charges for Services							
101-000-0000-34103 101-000-0000-34105 101-000-0000-34107 101-000-0000-34109 101-000-0000-34111	Zoning & Subdivision Fees Sale of Coples, Books, Maps Assessment Searches Clean Up Days Cable Operation Reimbursement	\$1,000 \$300 \$200 \$4,000 \$2,400	\$7,480 \$81 \$630 \$3,425 \$2,358	\$4,000 \$200 \$200 \$4,000 \$2,000	\$6,950 \$103 \$190 \$3,058 \$1,357	\$5,500 \$150 \$200 \$3,000 \$2,000	37,5% -25.0% 0.0% -25.0% 0.0%
Total Charges for Serv	ices	\$7,900	\$13,974	\$10,400	\$11,658	\$10,850	4.3%
Fines							
101-000-0000-35100	Fines	\$52,000	\$68,897	\$52,000	\$34,988	\$53,000	1.9%
Total Fines	_	\$52,000	\$68,897	\$52,000	\$34,988	\$53,000	1.9%
Other							
101-000-0000-36200 101-000-0000-36210 101-000-0000-36230	Miscellaneous Revenue Interest Earnings Donations	\$17,130 \$60,000 \$0	\$17,311 \$59,710 \$8,022	\$11,129 \$50,000 \$8,000	\$2,137 \$0 \$9,500	\$6,384 \$20,000 \$8,000	-42.6% -60.0% 0.0%
Total Other	_	\$77,130	\$85,043	\$69,129	\$11,637	\$34,384	-50.3%
Total Revenues		\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,900,986	-0.6%
Other Financing Source				. , ,		, ,	0,070
101-000-0000-39200	Transfer in	\$0	\$0	\$0	\$0	\$0	KIIA
Total Other Financing		<u>Ψ0</u> \$0	\$0	\$0			N/A
"	_				\$0	\$0	N/A
rotal Revenues and Of	ther Financing Sources	\$2,849,011	\$2,991,807	\$2,919,223	\$1,610,733	\$2,900,986	-0.6%

GENERAL FUND EXPENDITURES

The modified accrual basis of accounting, as described in the general fund summary, is used to record general fund expenditures. The city expends its general operating budget in the following general activities:

⇒ <u>GENERAL GOVERNMENT</u>: This category includes the general costs for administration of city government. Subdivisions include:

Mayor & Council
Administration
Elections
Communications
Finance
Planning & Zoning
Engineering Services
City Hall

⇒ <u>PUBLIC SAFETY</u>: These expenditures are for the protection of the general public, including police and fire protection, building inspection, and costs for prosecutions. Subdivisions include:

Police
Prosecution
Fire
Fire Relief
Building Inspection
Emergency Communications
Animal Control

⇒ <u>PUBLIC WORKS</u>: This department maintains the city public works, including buildings, grounds, and streets. Subdivisions include:

Public Works
Streets
Ice and Snow Removal
Street Lighting
Recycling
Tree Program

⇒ <u>CULTURE & RECREATION</u>: This department maintains the city parks and park buildings. The lone subdivision is:

Parks & Recreation

- ⇒ <u>COMPENSATION ADJUSTMENT</u>: These expenditures are for employee compensation increases and may be allocated to other departments.
- ⇒ TRANSFERS OUT: Transfers are scheduled from the general fund to various other city funds.

Department Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
GENERAL FU	ND						
	Expenditures by Program & Department						
	General Government						
1110	Mayor & Council	\$33,992	\$34,894	\$33,992	\$15,255	\$35,392	4.1%
1320	Administration	\$469,515	\$433,531	\$474,298	\$296,685	\$470,410	-0.8%
1410	Elections	\$11,950	\$9,748	\$1,350	\$940	\$11,950	785,2%
1450 1520	Communications Finance	\$55,317 \$105,876	\$51,676 \$122,006	\$58,263 \$108,061	\$21,143 \$89,925	\$57,676	-1.0%
1910	Planning & Zoning	\$182,620	\$176,024	\$186,680	\$98,650	\$107,917 \$172,037	-0.1% -7.8%
1930	Engineering Services	\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%
1940	City Hall	\$40,750	\$35,785	\$39,475	\$20,230	\$39,800	0.8%
	Total General Government	\$970,020	\$921,590	\$972,119	\$571,991	\$965,182	-0.7%
	Public Safety						
2100	Police	\$474,935	\$481,243	\$483,765	\$0	\$493,000	1.9%
2150 2220	Prosecution Fire	\$51,000 \$377,855	\$48,549 \$349,764	\$51,000 \$375,704	\$23,199 \$170.105	\$51,000	0.0%
2250	Fire Relief	\$57,864	\$55,081	\$47,175	\$179,105 \$0	\$388,300 \$4 0, 000	3.4% -15.2%
2400	Building Inspection	\$95,200	\$111,744	\$97,428	\$50,587	\$95,541	-1.9%
2500 2700	Emergency Communications Animal Control	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140.0%
2700		\$12,850	\$10,997	\$12,850	\$937	\$7,700	-40.1%
	Total Public Safety	\$1,069,704	\$1,064, 174	\$1,070,422	\$259,078	\$1,0 <u>8</u> 1,541	1.0%
	Public Works						
3100	Public Works	\$306,333	\$252,687	\$297,939	\$165,872	\$287,249	-3.6%
3120 3125	Streets Ice & Snow Removal	\$80,500 \$63,500	\$58,568 \$115,833	\$78,000 \$76,000	\$28,261 \$42,668	\$72,000	-7.7%
3160	Street Lighting	\$24,000	\$23,405	\$24,000	\$16,890	\$81,000 \$24,500	6.6% 2.1%
3200	Recycling	\$15,000	\$7,137	\$15,000	\$1,329	\$13,000	-13.3%
3250	Tree Program	\$10,000	\$15,665	\$10,500	\$7,145	\$5,000	-52,4%
	Total Public Works	\$499,333	\$473,295	\$501,439	\$262,165	\$482,749	-3.7%
	Culture & Recreation						
5200	Parks & Recreation	\$191,104	\$155,547	\$193,243	\$85,395	\$ 183 ,103	-5.2%
	Total Culture & Recreation	\$191,104	\$155,547	\$193,243	\$85,395	\$183,103	-5.2%
	Compensation Adjustment						
9000	Compensation Adjustment	\$0	\$0	\$0	\$0	\$13,411	N/A
	Total Compensation Adjustment	- \$0	\$0	\$0	\$0	\$13,411	N/A
	Total Expenditures	\$2,730,161	\$2,614,607	\$2,737,223	\$1,178,630	\$2, <u>7</u> 25,986	-0.4%
	Other Financing Uses						
	Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%
	Total Other Financing Uses	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%
	Total Expenditures and Other Financing Uses	\$2,849,011	PO 744 457	£0.040.000	\$4 0F0 000	40.000.000	
	Expenditures by Classification	ΦZ,049,U11	\$2,741,457	\$2,919,223	\$1,352,630	\$2,900,986	-0.6%
	Personnel Services	\$4 474 77C	\$4.0E4.004	64 425 004	¢ ¢0¢ 04 −	₽4 400 D⊒4	
	Supplies	\$1,171,776 \$181,400	\$1,051,984 \$177,297	\$1,175,324 \$188,300	\$606,917 \$78,250	\$1,189,271 \$178,350	1.2% -5.3%
	Other Services and Charges	\$1,376,985	\$1,385,326	\$1,373,599	\$493,462	\$1,358,365	-1.1%
	Capital Outlay	\$0	\$0	\$0	\$0	\$0	N/A
	Total Expenditures	\$2,730,161	\$2,614,607	\$2,737,223	\$1,178,630	\$2,725,986	-0.4%
	Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%
	Total Expenditures and Other Financing Uses	\$2,849,011	\$2,741,457	\$2,919,223	\$1,352,630	\$2,900,986	-0.6%

MAYOR & COUNCIL (1110)

BUDGETARY OBJECTIVE:

The city council is the legislative branch of city government and is responsible for the establishment of policies and the adoption of local laws. It appoints the city administrator and members of various advisory commissions. The city operates under Minnesota Statute-Chapter 412 (the Plan A form of government), which gives the council responsibility for policy decisions and legislative activity, but delegates the administrative duties to the city administrator.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Part-Time Salaries</u> (41030) This item includes the part-time salaries for the mayor and four council members.
- ⇒ <u>Dues & Subscriptions</u> (44330) Includes expenditures for memberships and dues, including the League of Minnesota Cities (LMC), Metro Cities, Minnesota Mayor's Association, and the Association of Metropolitan Municipalities.
- ⇒ <u>Conferences & Training</u> (44370) Training and conferences including the newly elected officials League of Minnesota Cities (LMC) conference, the annual LMC conference, and other training opportunities for city leaders.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1110	Mayor & Council						
Personnel Services							
	Part-time Salaries FICA Contributions Medicare Contributions	\$16,435 \$1,019 \$238	\$16,435 \$1,019 \$238	\$16,435 \$1,019 \$238	\$8,218 \$509 \$119	\$16, 4 35 \$1,019 \$238	0.0% 0.0% 0.0%
Total Personnel Serv	lces	\$17,692	\$17,692	\$17,692	\$8,846	\$17,692	0.0%
Other Services and C	Charges						
		\$1,000 \$2,000 \$9,800 \$3,500	\$479 \$3,103 \$11,584 \$2,036	\$1,000 \$2,000 \$9,800 \$3,500	\$0 \$743 \$3,813 \$1,853	\$1,000 \$2,000 \$11,200 \$3,500	0.0% 0.0% 14.3% 0.0%
Total Other Services	and Charges	\$16,300	\$17,201	\$16,300	\$6,408	\$17,700	8.6%
1110	Total Mayor & Council	\$33,992	\$34,894	\$33,992	\$15,255	\$35,392	4.1%

ADMINISTRATION (1320)

BUDGETARY OBJECTIVE:

The administration department administers city government within the guidelines and policies established by the city council, while advising the council on policy matters. It includes general expenditures associated with employees who manage the day to day operations of administration including answering questions, issuing dog licenses, responding to questions about city business, taking meeting minutes, organizing and printing agenda information, and a variety of activities. It also covers civil legal matters, the city's assessor, and various insurance costs.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ Office Supplies (42000) This represents administrative office and other supply expenditures.
- ⇒ <u>Legal Services</u> (43040) Contracted expenditures for the provision of civil legal services for the city.
- ⇒ <u>Assessing Services</u> (43100) Contracted expenditures for the provision of assessing services for the city.
- ⇒ Postage (43220) General office and administrative postage for mailings.
- ⇒ <u>Mileage</u> (43310) Reimbursement of administration employee mileage costs.
- ⇒ <u>Insurance</u> (43610) The premiums for municipal liability, property, crime, and public employee (administrative) bonds are included here.
- ⇒ <u>Dues & Subscriptions</u> (44330) Includes expenditures for administrative memberships and dues.
- ⇒ <u>Conferences & Training</u> (44370) Expenditures for conferences & schools, meetings, and training are included here.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1320	Administration						
Personnel Services							
101-410-1320-41010		\$220,753	\$210,522	\$221,094	\$118,994	\$220,671	-0,2%
101-410-1320-41210		\$15,453	\$7,822	\$8,634	\$4,510	\$8,617	-0.2%
101-410-1320-41215		\$0	\$6,797	\$7,395	\$4,117	\$7,382	-0.2%
101-410-1320-41220		\$13,687	\$12,863	\$13,708	\$7,173	\$13,682	-0.2%
101-410-1320-41230		\$3,201	\$3,008	\$3,206	\$1,678	\$3,200	-0.2%
101-410-1320-41300		\$36,680	\$30,374	\$38,682	\$19,492	\$33,548	-13.3%
101-410-1320-41420		\$0	\$5,218	\$0	\$7,148	\$0	N/A
101-410-1320-41510	Workers Compensation	\$1,741	\$1,998	\$2,579	\$2,141	\$2,310	-10.4%
Total Personnel Servi	ces	\$291,515	\$278,604	\$295,298	\$165,252	\$289,410	-2.0%
Supplies							
101-410-1320-42000	Office Supplies	\$8,000	\$3,679	\$7,500	\$2,154	\$6,000	-20.0%
101-410-1320-42030	Printed Forms	\$0	\$1,050	\$1,000	\$0	\$1,000	0.0%
Total Supplies		\$8,000	\$4,729	\$8,500	\$2,154	\$7,000	-17.6%
Other Services and C	harges						
101-410-1320-43040	Legal Services	\$60,000	\$55,739	\$60,000	\$57.142	\$65,000	8.3%
101-410-1320-43100	Assessing Services	\$45,500	\$43,587	\$45,500	\$19,384	\$46,000	1.1%
101-410-1320-43220	Postage	\$7,000	\$3,746	\$7,500	\$2,685	\$6,500	-13.3%
101-410-1320-43310	Mileage	\$3,500	\$1,766	\$3,500	\$1,055	\$3,000	-14.3%
101-410-1320-43610	Insurance	\$39,500	\$38,563	\$39,500	\$34,381	\$39,500	0.0%
101-410-1320-44300	Miscellaneous	\$6,000	\$1,426	\$6,000	\$12,652	\$6,000	0.0%
	Dues & Subscriptions	\$4,000	\$2,480	\$4,000	\$1,516	\$3,500	-12.5%
101-410-1320-44370	Conferences & Training	\$3,500	\$2,766	\$3,500	\$466	\$3,500	0.0%
101-410-1320-44380	Staff Development	\$1,000	\$125	\$1,000	\$0	\$1,000	0.0%
Total Other Services	and Charges	\$170,000	\$150,198	\$170,500	\$129,279	\$174,000	2.1%
1320	Total Administration	\$469,515	\$433,531	\$474,298	\$296,685	\$470,410	-0.8%

ELECTIONS (1410)

BUDGETARY OBJECTIVE:

The elections department provides elections services including establishing polling places, hiring election judges, conducting elections, and tabulating ballots.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ Part-Time Salaries (41030) This line item varies with whether there is a local election or a general election. In 2012, an election is projected.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Prellminary Budget	2011 to 2012 Change
1410	Elections						
Personnel Services							
101-410-1410-41030 101-410-1410-41220 101-410-1410-41230		\$10,000 \$0 \$0	\$7,836 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$10,000 \$0 \$0	N/A N/A <u>N/</u> A
Total Personnel Serv	ices	\$10,000	\$7,836	\$0	\$0	\$10,000	N/A
Supplies							
101-410-1410-42000 101-410-1410-42030		\$250 \$350	\$56 \$0	\$0 \$0	\$0 \$0	\$250 \$350	N/A N/A
Total Supplies		\$600	\$56	\$0	\$0	\$600	N/A
Other Services and C	Charges						
101-410-1410-44300	Miscellaneous	\$1,350	\$1,857	\$1,350	\$940	\$1,350	0.0%
Total Other Services	and Charges	\$1,350	\$1,857	\$1,350	\$940	\$1,350	0.0%
Capital Outlay							
101-410-1410-45800	Other Equipment	\$0	\$0	\$0_	\$0	. \$0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
1410	Total Elections	\$11,950	\$9,748	\$1,350	\$940	\$11,950	785.2%

COMMUNICATIONS (1450)

BUDGETARY OBJECTIVE:

The communications department is responsible for informing city residents of municipal activities and operations through the provision of electronic, video, and print communication services. This includes public notices, city newsletters, web access, and cable television broadcasts.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ Newsletter (43090) The city publishes a newsletter for city residents and may send out miscellaneous communications during the year.
- ⇒ <u>Information Technology/Web</u> (43180) Expenditures for the maintenance of the city's information technology, including outsourced web access, hardware support, and software support.
- ⇒ <u>Public Notices</u> (43510) Costs associated with public notices of municipal meetings and affairs.
- ⇒ <u>Cable Operation</u> (43620) Expenditures related to cable television broadcasts of municipal meetings.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1450	Communications						
Personnel Services							
101-410-1450-41220 101-410-1450-41230 101-410-1450-41300	PERA Contributions FICA Contributions	\$10,920 \$764 \$677 \$158 \$0 \$398	\$6,110 \$428 \$379 \$89 \$0 \$457	\$11,139 \$808 \$691 \$162 \$0 \$563	\$2,861 \$207 \$177 \$41 \$0 \$467	\$11,117 \$806 \$689 \$161 \$0 \$503	-0.2% -0.2% -0.3% -0.6% N/A -10.7%
Total Personnel Serv	ices	\$12,917	\$7,462	\$13,363	\$3,755	\$13,276	-0.7%
Other Services and C	Charges						
101-410-1450-43510 101-410-1450-43620	Information Technology/Web Public Notices	\$5,400 \$29,000 \$4,000 \$4,000 \$0	\$5,113 \$31,040 \$1,239 \$3,890 \$2,932	\$5,400 \$31,500 \$4,000 \$4,000 \$0	\$1,912 \$12,150 \$1,507 \$1,819 \$0	\$5,400 \$31,500 \$3,500 \$4,000 \$0	0.0% 0.0% -12.5% 0.0% N/A
Total Other Services	and Charges	\$42,400	\$44,214	\$44,900	\$17,388	\$44,400	-1.1%
1450	Total Communications	\$55,317	\$51,676	\$58,263	\$21,143	\$57,676	-1.0%

FINANCE (1520)

BUDGETARY OBJECTIVE:

The finance department assists with the preparation of the city's annual budget and administers the budget throughout the year. Other responsibilities include management of the city's accounting, investments, and insurance coverage, preparing the city's annual financial statements, and general financial management services. The city's financial management services are contracted for financial oversight with a recognized public accounting and auditing firm to bring its finances into conformance with government best practices as recommended by the city's auditor. The city also contracts for financial services for processing and reporting the payroll, accounts payable, and utility billing.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Audit Services</u> (43010) Annual independent financial statement audit services are included here.
- ⇒ <u>Contract Services</u> (43150) Includes expenditures for financial consulting services and outsourced accounting services, including accounts payable, payroll, and utility billing.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1520	Finance						
Personnel Services							
101-410-1520-41010	Full-time Salaries	\$34,060	\$34,203	\$34,741	\$19,337	\$34,674	-0.2%
	PERA Contributions	\$2,384	\$2,394	\$2,519	\$1,402	\$2,514	-0.2%
101-410-1520-41220		\$2,112	\$2,107	\$2,154	\$ 1, 18 3	\$2,150	-0.2%
	Medicare Contributions	\$494	\$493	\$504	\$277	\$503	-0.2%
	Health/Dental Insurance	\$3,915	\$3,827	\$4,114	\$2,347	\$3,826	-7.0%
101-410-1520-41510	Workers Compensation	\$161	\$182	\$279	\$232	\$250	-10.4%
Total Personnel Serv	ices	\$43,126	\$43,205	\$44,311	\$24,779	\$43,917	-0.9%
Supplies							
101-410-1520-42000	Office Supplies	\$500	\$51	\$500	\$477	\$500	0.0%
101-410-1520-42030	Printed Forms	\$0	\$0	. \$0	\$543	\$500	N/A
Total Supplies		\$600	\$51	\$500	\$1,020	\$1,000	100,0%
Other Services and C	Charges						
101-410-1520-43010	Audit Services	\$29,500	\$32,035	\$29,500	\$16,585	\$30,000	1.7%
101-410-1520-43150	Contract Services	\$30,000	\$43,336	\$30,000	\$46,655	\$30,000	0.0%
101-410-1520-43310	Mileage	\$250	\$0	\$250	\$0	\$100	-60.0%
101-410-1520-44300	Miscellaneous	\$2,000	\$3,378	\$3,000	\$866	\$2,500	-16.7%
101-410- 1520-44330		\$100	\$0	\$100	\$0	\$100	0.0%
101-410-1520-44350		\$100	\$0	\$100	\$0	\$0	-100,0%
101-41 0- 1520-44370	Conferences & Training	\$300	\$0	\$300	\$20	\$300	0.0%
Total Other Services	and Charges	\$62,250	\$78,749	\$63,250	\$64,126	\$63,000	-0.4%
1520	Total Finance	\$105,876	\$122,006	\$108,061	\$89,925	\$107,917	-0.1%

PLANNING & ZONING (1910)

BUDGETARY OBJECTIVE:

This department processes all land use, building, and development requests. In addition to performing land use and zoning code analysis/enforcement, staff assists the city council and serves as liaison to the city planning commission.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Comprehensive Planning</u> (43020) Expenditures for contracted comprehensive planning services.
- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted engineering services related to planning and zoning.
- ⇒ <u>Contract Services</u> (43150) Expenditures for contracted planning and design services and miscellaneous planning review.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1910	Planning & Zoning						112
Personnel Services							
101-410-1910-41010		\$102,265	\$99,830	\$104,312	\$62,451	\$104,109	-0.2%
	PERA Contributions	\$7,159	\$6,814	\$7,563	\$4,289	\$7,548	-0.2%
101-410-1910-41220		\$6,340	\$5,940	\$6,467	\$3,643	\$6,4 55	-0.2%
101-410-1910-41230		\$1,483	\$1,389	\$1,513	\$852	\$1,510	-0.2%
	Health/Dental Insurance	\$25,138	\$21,185	\$26,487	\$13,113	\$22,566	-14.8%
101-410-1910-41510	Workers Compensation	\$485	\$546	\$838	\$696	\$749	-10.6%
Total Personnel Serv	ices	\$142,870	\$135,703	\$147,180	\$85,043	\$142,937	-2.9%
Supplies							
101-410-1910-42000	Office Supplies	\$2,000	\$130	\$1.000	\$28	\$750	-25.0%
101-410-1910-42030	Printed Forms	\$0	\$271	\$0	\$494	\$0	N/A
Total Supplies		\$2,000	\$402	\$1,000	\$522	\$750	-25.0%
Other Services and C	Charges						
101-410-1910-43020	Comprehensive Planning	\$15,000	\$527	\$20,000	\$0	\$10,000	-50.0%
	Engineering Services	\$10,000	\$19,132	\$10,000	\$12,099	\$12,000	20.0%
101-410-1910-43040	Legal Services	\$0	\$13,248	\$0	\$0	\$0	N/A
101-410-1910-43150	Contract Services	\$10,000	\$2,929	\$5,000	\$45	\$3,000	-40.0%
101-410-1910-43310		\$500	\$100	\$500	\$0	\$400	-20.0%
101-410-1910-44300		\$500	\$736	\$500	\$6	\$400	-20.0%
	Dues & Subscriptions	\$500	\$495	\$750	\$515	\$750	0.0%
101-410-1910-44350		\$250	\$0	\$250	\$305	\$300	20.0%
101-410-1910-44370	Conferences & Training	\$1,000	\$2,752	\$1,500	\$115	\$1,500	0.0%
Total Other Services	and Charges	\$37,750	\$39,919	\$38,500	\$13,085	\$28,350	-26.4%
1910	Total Planning & Zoning	\$182,620	\$176,024	\$186,680	\$98,650	\$172,037	-7.8%

ENGINEERING SERVICES (1930)

BUDGETARY OBJECTIVE:

The engineering department addresses concerns related to general engineering inquiries and issues.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ Engineering Services (43030) In addition to managing the City's public infrastructure (transportation/streets, water, sanitary sewer, and storm sewer/surface water systems), the engineering department works as an extension of City staff to provide day-to-day municipal engineering services.

The engineering department addresses all concerns related to general engineering inquiries and issues.

- The engineering department receives and addresses phone calls, City Hall counter visits, and emails from residents, agencies, City staff, and City Council.
- Tasks and coordination are provided for all the various City projects that require engineering support.
- Meetings are attended (as necessary) with residents, internal staff, agencies, developments, the Park Commission, the Planning Commission, and the City Council.
- City engineering standards are developed, maintained, and enforced for public infrastructure.
- City Ordinances are updated, reviewed, and improved as necessary.
- City mapping is updated, maintained, created, and distributed.
- Record drawings are managed and distributed upon request.
- Right of way permits are reviewed and managed by the engineering department.
- Support and assistance is provided to the building, planning, and public works departments.
 - This includes permit reviews, application reviews, development assistance, and maintenance support for City assets.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1930	Engineering Services						
Other Services and Charges							
101-410-1930-43030	Engineering Services	\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%
Total Other Services and Charges		\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%
1930	Total Engineering Services	\$70,000	\$57,927	\$70,000	\$29,164	\$70,000	0.0%

CITY HALL (1940)

BUDGETARY OBJECTIVE:

The city hall department maintains the primary meeting and staff facilities. The facilities are used by several community groups, organizations, city commissions, elections, and for city council meetings.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Telephone</u> (43210) Includes city hall and annex phone service and long distance charges.
- ⇒ <u>Electric Utility</u> (43810) Includes city hall and annex electric service.
- ⇒ Repairs/Maintenance Building (44010) Maintenance and repairs on the city hall building, annex, and grounds.
- Repairs/Maintenance Equipment (44040) Maintenance and repairs on equipment used with the city hall, annex, and grounds.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
1940	City Hall						
Supplies							
101-410-1940-42110		\$550	\$737	\$550	\$362	\$600	9.1%
101-410-1940-42230	Building Repair Supplies	\$1,000	\$206	\$1,000	\$0	\$800	-20.0%
Total Supplies		\$1,550	\$943	\$1,550	\$362	\$1,400	-9.7%
Other Services and C	harges						
101-410-1940-43210	Telephone	\$8,400	\$7,426	\$7,125	\$4,895	\$8,600	20.7%
101-410-1940-43810		\$12,500	\$8,603	\$12,500	\$5,220	\$11,500	-8.0%
101-410-1940-43840		\$1,300	\$1,140	\$1,300	\$749	\$1,300	0.0%
	Repairs/Maint Contractual Bidg	\$11,000	\$14,718	\$11,000	\$6,904	\$11,000	0.0%
	Repairs/Maint Contractual Eqpt	\$5,000	\$2,284	\$5,000	\$2,101	\$5,000	0.0%
101-410-1940-44300	Miscellaneous	\$1,000	\$670	\$1,000	\$0	\$1,000	0.0%
Total Other Services	and Charges	\$39,200	\$34,841	\$37,925	\$19,868	\$38,400	1.3%
1940	Total City Hall	\$40,750	\$35,785	\$39,475	\$20,230	\$39,800	0.8%

POLICE (2100)

BUDGETARY OBJECTIVE:

This department is responsible for protecting the health and public safety of the city and its residents. Included are crime prevention activities and the investigation and enforcement of ordinances and state statutes.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Law Enforcement Contract</u> (43150) The City of Lake Elmo contracts for police services from Washington County. Four full-time Washington County deputies are assigned to the city.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2100	Police						
Other Services and	Charges						
101-420-2100-43150	Law Enforcement Contract	\$474,935	\$481,243	\$483,765	\$0	\$493 <u>,</u> 000	1.9%
Total Other Services	and Charges	\$474,935	\$481,243	\$483,765	\$0	\$493,000	1.9%
2100	Total Police	\$474,935	\$481,243	\$483,765	\$0	\$493,000	1.9%

PROSECUTION (2150)

BUDGETARY OBJECTIVE:

This department handles the prosecution of legal offenders within the City of Lake Elmo.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Attorney Criminal</u> (43045) Contracted expenditures for the provision of prosecuting legal services for the city.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2150	Prosecution						
Other Services and	Charges						
101-420-2150-43048	5 Attorney Criminal	\$51,000	\$48,549	\$51,000	\$23,199	\$51 <u>,0</u> 00	0.0%
Total Other Services	and Charges	\$51,000	\$48,549	\$51,000	\$23,199	\$5 <u>1,</u> 000	0.0%
2150	Total Prosecution	\$51,000	\$48,549	\$51,000	\$23,199	\$51,000	0.0%

FIRE (2220)

BUDGETARY OBJECTIVE:

The fire department is a volunteer firefighting squad providing services to the City of Lake Elmo.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Part-Time Salaries</u> (41030) Personnel costs for the volunteer firefighters are based on a three year average of 325 emergency response calls and 36 trainings/drills during the year.
- ⇒ <u>Fuel, Oil & Fluids</u> (42120) Includes fuel and oil changes for firefighting vehicles.
- ⇒ <u>Small Tools & Equipment</u> (42400) Includes upgrades to water/ice rescue equipment, PPV fan, medic boots and helmet mounted flashlights.
- ⇒ <u>Physicals</u> (43050) Includes 19 annual physicals, 7 preplacement, 7 preplacement psychiatric, 32 annual required fit tests, and 7 hepatitus B.
- ⇒ Radio (43230) Includes annual radio user fees and radio insurance to Wash. Cty as well as pager repair.
- ⇒ Vehicle Insurance (43630) Premiums for firefighting vehicles.
- ⇒ Electric Utility (43810) Includes fire building electric service.
- ⇒ Repairs/Maintenance Building (44010) Includes general fire building maintenance and outlays for rugs.
- ⇒ Repairs/Maintenance Equipment (44040) Includes the following:
 - Annual safety/service inspections including truck, pump and pump test, and 6 month inspection
 - Draeger SCBA's required annual inspections 28 units
 - Bauer breathing air compressor required annual inspection
 - Ladder tests and maintenance
 - Fire extinguishers
 - Install rated doors at Station #2
- ⇒ <u>Uniforms</u> (44170) Includes uniforms for 7 new members and general replacement.

⇒ Conferences and Training (44370) Includes the following:

- Firefighter I, Firefighter II, and HazMat for 7 members
- First Responder for 7 members
- Quarterly EMS Regions
- Quarterly Outside Instruction
- Sectionals for 6 members
- Line Officer Series for 10 members
- Conferences including MSFCA, MSFDA, FDIC, IAFC, VCOS

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Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2220	Fire				•		
Personnel Services							
101-420-2220-41220 101-420-2220-41230 101-420-2220-41300	Part-time Salaries PERA Contributions	\$63,803 \$110,000 \$8,669 \$7,106 \$2,520 \$15,855 \$10,575	\$63,626 \$73,895 \$8,736 \$4,822 \$1,958 \$14,186 \$12,902	\$64,701 \$100,000 \$9,008 \$6,468 \$2,388 \$16,722 \$15,892	\$35,986 \$28,249 \$5,033 \$1,887 \$902 \$8,422 \$13,190	\$64,684 \$112,500 \$10,016 \$7,344 \$2,592 \$14,322 \$15,492	0.0% 12.5% 11.2% 13.5% 8.5% -14.4%
Total Personnel Serv	ices	\$218,528	\$180,124	\$215,179	\$93,669	\$226,950	5.5%
Supplies							
101-420-2220-42000 101-420-2220-42080 101-420-2220-42090 101-420-2220-42120 101-420-2220-42400	EMS Supplies Fire Prevention	\$1,500 \$1,200 \$3,000 \$11,500 \$10,000	\$906 \$781 \$2,427 \$9,511 \$9,254	\$1,000 \$1,200 \$3,000 \$10,000 \$10,000	\$27 \$1,138 \$0 \$6,300 \$2,825	\$1,000 \$1,200 \$3,000 \$10,800 \$9,500	0.0% 0.0% 0.0% 8.0% -5.0%
Total Supplies		\$27,200	\$22,879	\$25,200	\$10,289	\$25,500	1.2%
Other Services and C	Charges					· ·	
101-420-2220-44350	Telephone Radio Mileage Vehicle Insurance Electric Utility Refuse Repairs/Maint Bldg Repairs/Maint Eqpt Uniforms Miscellaneous Dues & Subscriptions Books Conferences & Training	\$7,550 \$5,100 \$19,920 \$600 \$15,475 \$13,900 \$10,000 \$26,907 \$5,600 \$2,800 \$2,200 \$850 \$20,226	\$8,060 \$4,156 \$19,177 \$790 \$13,980 \$10,589 \$502 \$27,150 \$31,221 \$3,584 \$1,968 \$3,145 \$1,028 \$21,411	\$9,250 \$5,000 \$18,500 \$600 \$15,475 \$12,500 \$1,000 \$25,000 \$9,200 \$1,500 \$3,300 \$1,000 \$22,000	\$334 \$1,859 \$11,460 \$25 \$10,754 \$6,868 \$330 \$7,232 \$16,506 \$1,614 \$1,244 \$2,530 \$789 \$13,602	\$9,250 \$5,000 \$18,500 \$600 \$14,000 \$12,500 \$1,000 \$11,000 \$26,000 \$8,200 \$1,500 \$1,500 \$1,000 \$25,000	0.0% 0.0% 0.0% 0.0% -9.5% 0.0% 0.0% 0.0% -10.9% 0.0% 0.0% 0.0% 0.0%
101-420-2220-45800	Equipment	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
2220	Total Fire	\$377,855	\$349,764	\$375,704	\$179,105	\$388,300	3.4%

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FIRE RELIEF (2250)

BUDGETARY OBJECTIVE:

Each year in support Fire Relief Associations, the State of Minnesota makes a payment of state fire aid to cities with fire departments. These funds are passed through the city to the pension plan of the fire relief association.

ACCOUNT HIGHLIGHTS:

- Fire State Aid (44920) Fire aid projected to be received as a revenue by the city from the State of Minnesota and passed through as an expenditure to the Lake Elmo Fire Relief Association.
- ⇒ <u>City Contribution</u> (44925) Due to shortfalls in expected fire relief net assets and state aid pass-through revenues, a required contribution of \$7,175 from the city to the fire relief was calculated for 2011. For 2012, the calculated contribution is \$0.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2250	Fire Relief						
Other Services and	Charges						
101-420-2250-44920 101-420-2250-44920		\$40,000 \$17,864	\$36,153 \$18,928	\$40,000 \$7,175	\$0 \$0	\$40,000 \$0	0.0% -100.0%
Total Other Services	and Charges	\$57,864	\$55,081	\$47 <u>,17</u> 5	. \$0	\$40,000	-15.2%
2250	Total Fire Relief	\$57,864	\$55,081	\$47,175	\$0	\$40,000	-15,2%

BUILDING INSPECTION (2400)

BUDGETARY OBJECTIVE:

This department is responsible for inspections related to building, mechanical, plumbing, and other city permits.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Fuel, Oil and Fluids</u> (42120) Includes fuel and oil changes for building inspection vehicles.
- ⇒ <u>Engineering</u> (43030) Expenditures for utility permit contracted engineering services.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2400	Building Inspection						
Personnel Services							
101-420-2400-41010		\$59,740	\$59,430	\$60,935	\$33,016	\$60,818	-0.2%
101-420-2400-41210		\$4,182	\$4,145	\$4,418	\$2,394	\$4,409	-0.2%
101-420-2400-41220		\$3,704	\$3,611	\$3,778	\$1,992	\$3,771	-0.2%
101-420-2400-41230 101-420-2400-41300		\$866 \$9,015	\$84 5 \$7,961	\$884 \$9,487	\$466 \$4,987	\$882	-0.2%
	Workers Compensation	\$2,143	\$2,533	\$9,467 \$2,451	\$4,967 \$2,034	\$8,585 \$2,186	-9.5% -10.8%
101-420-2400-41010	Workers Compensation	Ψ2,143	Ψ2,000	φ2,401	\$2 ₁ 034	ΨZ, 100	-10.8%
Total Personnel Servi	ices	\$79,650	\$78,525	\$81,953	\$44,889	\$80,651	-1.6%
Supplies							
101-420-2400-42000	Office Supplies	\$300	\$0	\$300	\$199	\$300	0.0%
101-420-2400-42030	Printed Forms	\$300	\$0	\$300	\$0	\$200	-33.3%
101-420-2400-42120	Fuel, Oil and Fluids	\$3,750	\$0	\$3,750	\$0	\$0	-100.0%
Total Supplies		\$4,350	\$0	\$4,350	\$199	\$500	-88.5%
Other Services and C	harges						
101-420-2400-43030		\$5,000	\$10,434	\$5,000	\$5,748	\$10,000	100.0%
101 - 420-2400-43050		\$1,000	\$0	\$1,000	\$0	\$0	-100.0%
101-420-2400-43060		\$0	\$0	\$0	(\$1,103)	\$0	N/A
101-420-2400-43150		\$1,000	\$632	\$1,000	\$0	\$1,000	0.0%
101-420-2400-43210	•	\$500	\$307	\$425	\$111	\$400	-5.9%
101-420-2400-43310 101-420-2400-43630		\$250 \$1,000	\$0 \$903	\$250	\$0 \$242	\$100	-60.0%
101-420-2400-44040		\$750	\$365	\$1,000 \$750	\$242 \$341	\$800 \$760	-20.0% 0.0%
101-420-2400-44170		\$300	\$0	\$300	\$0	\$750	-100.0%
101-420-2400-44300		\$500	\$19.843	\$500	\$0	\$500	0.0%
101-420-2400-44330	Dues & Subscriptions	\$200	\$100	\$200	\$75	\$200	0.0%
101-420-2400-44350	Books	\$200	\$0	\$200	\$0	\$140	-30.0%
101-420-2400-44370	Conferences & Training	\$500	\$635	\$500	\$85	\$500	0.0%
Total Other Services	and Charges	\$11,200	\$33,219	\$11,125	\$5,499	\$14,390	29.3%
Capital Outlay							
101-420-2400-45800	Equipment	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
2400	Total Building Inspection	\$95,200	\$111,744	\$97,428	\$50,587	\$95,541	-1.9%

EMERGENCY COMMUNICATIONS (2500)

BUDGETARY OBJECTIVE:

This department is responsible for emergency communications within the City of Lake Elmo.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ Contract Services (43150) Contracted expenditures for Code Red services.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2500	Emergency Communications						
Other Services and 0	Charges						
101-420-2500-43150	Contract Services	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140,0%
Total Other Services	and Charges	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140.0%
2500	Total Emergency Communications	\$0	\$6,798	\$2,500	\$5,250	\$6,000	140.0%

ANIMAL CONTROL (2700)

BUDGETARY OBJECTIVE:

This department is responsible for animal control within the City of Lake Elmo.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Contract Services</u> (43150) Contracted expenditures for animal control services provided to the City of Lake Elmo.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Prellminary Budget	2011 to 2012 Change
2700	Animal Control						
Supplies							
101-420-2700-42030	Printed Forms	\$150	\$0	\$150	\$0	\$100	-33.3%
Total Supplies		\$150	\$0	\$150	\$0	\$100	-33.3%
Other Services and C	Charges						
101-420-2700-43150 101-420-2700-44300		\$12,600 \$100	\$10,913 \$83	\$12,600 \$1 00	\$5 14 \$423	\$7,500 \$100	-40.5% 0.0%
Total Other Services	and Charges	\$12,700	\$10,997	\$12,700	\$937	\$7,600	-40.2%
2700	Total Animal Control	\$12,850	\$10,997	\$12,850	\$937	\$7,700	-40.1%

PUBLIC WORKS (3100)

BUDGETARY OBJECTIVE:

This department is responsible for general public works, buildings, and related maintenance. In 2009, departments for streets, ice and snow removal, and the city's tree program were segregated from the public works department.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time & Part-Time Salaries</u> (41010, 41030) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Contract Services</u> (43150) Expenditures for general public works, including line locates.
- ⇒ <u>Telephone</u> (43210) Includes public works building phone service and long distance charges.
- ⇒ <u>Insurance</u> (43630) Premiums for public works buildings, vehicles, and equipment.
- ⇒ <u>Electric Utility</u> (43810) Includes public works building electric service.
- Repairs/Maintenance Equipment (44040) Maintenance and repairs on equipment used for general public works.
- ⇒ <u>Clean—Up Days</u> (44380) Expenditures related to the city's annual clean-up days program.

3100 Personnel Services	Public Works			Budget	(07/31/11)	Budget	Change
Personnel Services							
101-430-3100-41010 F	Full-time Salaries	\$128,387	\$122,788	\$126,033	\$69,296	\$127,257	1.0%
101-430-3100-41030 F	Part-time Salaries	\$12,57 3	\$0	\$12,824	\$0	\$12,573	-2.0%
101-430-3100-41210 F		\$9,867	\$8,579	\$10,067	\$5,024	\$10,138	0.7%
101-430-3100-41220 F		\$8,740	\$7,270	\$8,609	\$4,012	\$8,670	0.7%
101-430-3100-41230 N		\$2,044	\$1,700	\$2,013	\$938	\$2,027	0.7%
101-430-3100-41300 H		\$36,027	\$30,039	\$38,177	\$18,939	\$32,694	-14.4%
101-430-3100-41510 V	Workers Compensation _	\$11,500	\$13,980	\$13,946	\$11,376	\$12,565	-9.9%
Total Personnel Service	98	\$209,138	\$184,356	\$211,669	\$109,586	\$205,924	-2.7%
Supplies							
	Office Supplies	\$500	\$181	\$500	\$0	\$500	0.0%
101-430-3100-42150 S		\$4,000	\$966	\$4,000	\$740	\$1,800	-55.0%
101-430-3100-42210 E		\$0	\$0	\$0	\$1,577	\$1,800	N/A
101-430-3100-42230 E		\$1,000	\$88	\$1,000	\$277	\$1,000	0.0%
101-430-3100-42400 S	Small Tools & Minor Equipment _	\$3,000	\$1,615	\$3,000	\$846	\$3,000	0.0%
Total Supplies	_	\$8,500	\$2,850	\$8,500	\$3,440	\$8,100	-4.7%
Other Services and Cha	arges						
101-430-3100-43030 E	Engineering Services	\$0	\$1,875	\$1,000	\$1,161	\$2,000	100.0%
101-430-3100-43150 C	Contract Services	\$13,400	\$5,758	\$7,500	\$893	\$6,000	-20.0%
101-430-3100-43210 T	Telephone	\$7,500	\$8,013	\$6,375	\$4,718	\$8,000	25.5%
101-430-3100-43230 F	Radio	\$500	\$0	\$500	\$0	\$300	-40.0%
101-430-3100-43310 N	Mileage	\$100	\$0	\$100	\$0	\$100	0.0%
	nsurance	\$15,670	\$14,156	\$15,670	\$13,274	\$14,500	-7.5%
	Electric Utility	\$29,500	\$16,565	\$25,000	\$9,763	\$21,000	-16.0%
	Refuse	\$1,800	\$2,248	\$1,800	\$1,437	\$2,000	11.1%
	Repairs/Maint Bldg	\$2,000	\$5,627	\$1,500	\$1,812	\$3,000	100.0%
	Repairs/Maint Imp Not Bldgs	\$0	\$0	\$0	\$11,779	\$500	N/A
101-430-3100-44040 F		\$6,000	\$1,331	\$6,000	\$549	\$4,500	-25.0%
	Jniforms	\$1,675	\$1,781	\$1,675	\$930	\$1,675	0.0%
	Viscellaneous	\$2,000	\$455	\$2,000	\$20	\$1,000	-50.0%
	Oues & Subscriptions	\$150	\$15 *****	\$150	\$60	\$150	0.0%
101-430-3100-44370 C		\$900	\$950	\$1,000	\$620	\$1,000	0.0%
101-430-3100-44380 C	Liean-up Days	\$7,500	\$6,706	\$7,500	\$5,834	\$7,500	0.0%
Total Other Services and	nd Charges	\$88,695	\$65,481	\$77,770	\$52,848	\$73,225	-5.8%
Capital Outlay							
101-430-3100-45800 C	Other Equipment _	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay	_	\$0	\$0	\$0	\$0	\$0	N/A
3100 T	Total Public Works	\$306,333	\$252,687	\$297,939	\$165,872	\$287,249	-3.6%

STREETS (3120)

BUDGETARY OBJECTIVE:

This department is responsible for repair and maintenance of the city's streets.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Fuel, Oil & Fluids</u> (42120) Includes fuel and oil changes for all public works streets vehicles.
- ⇒ <u>Equipment Parts</u> (42210) Includes equipment parts for all public works streets equipment.
- ⇒ <u>Street Maintenance Materials</u> (42240) Expenditures for street maintenance materials, including asphalt for pot holes and general repairs.
- ⇒ <u>Sign Repair Materials</u> (42260) Expenditures for street signs and materials, including a co-op with the City of Maplewood.
- ⇒ Contract Services (43150) Expenditures for street work, including grading.
- Repairs/Maintenance Equipment (44040) Maintenance and repairs on equipment used for streets.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3120	Streets						
Supplies							
		\$32,000 \$8,500 \$18,000 \$3,000	\$27,180 \$2,147 \$5,645 \$2,647	\$30,000 \$8,500 \$15,000 \$3,000	\$13,404 \$1,856 \$6,191 \$0	\$28,000 \$7,500 \$12,000 \$3,000	-6.7% -11.8% -20.0% 0.0%
Total Supplies		\$61,500	\$37,621	\$56,500	\$21,452	\$50,500	-10.6%
Other Services and C	harges						
101-430-3120-43150 101-430-3120-44040		\$14,000 \$5,000	\$11,327 \$9,620	\$16,500 \$5,000	\$2,132 \$4,67 6	\$13,500 \$8,000	-18.2% 60.0%
Total Other Services	and Charges	\$19,000	\$20,947	\$21,500	\$6,809	\$21,500	0.0%
3120	Total Streets	\$80,500	\$58,568	\$78,000	\$28,261	\$72,000	-7.7%

ICE & SNOW REMOVAL (3125)

BUDGETARY OBJECTIVE:

This department is responsible for ice and snow removal from public infrastructure.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Sand/Salt</u> (42290) Expenditures for sand and salt supplies utilized in ice and snow removal.
- ⇒ Contract Services (43150) Expenditures for contracted ice and snow removal.
- Repairs/Maintenance Equipment (44040) Maintenance and repairs on equipment used for ice and snow removal.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3125	Ice and Snow Removal						
Supplies							
101-430-3125-42250 101-430-3125-42290	Landscaping Materials Sand/Salt	\$1,000 \$50,000	\$484 \$100,430	\$1,000 \$65,000	\$446 \$36,580	\$1,000 \$70,000	0.0% 7.7%
Total Supplies		\$51,000	\$100,913	\$66,000	\$37,026	\$71,000	7.6%
Other Services and C	charges						
101-430-3125-43150 101-430-3125-44040	Contract Services Repairs/Maint Eqpt	\$10,000 \$2,500	\$7,110 \$7,810	\$7,500 \$2,500	\$5,265 \$387	\$7,500 \$2,500	0.0% 0.0%
Total Other Services	and Charges	\$12,500	\$14,920	\$10,000	\$5,642	\$10,000	0.0%
3125	Total Ice and Snow Removal	\$63,500	\$115,833	\$76,000	\$42,668	\$81,000	6.6%

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STREET LIGHTING (3160)

BUDGETARY OBJECTIVE:

This department is responsible for providing street lighting to the City of Lake Eimo.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Street Lighting</u> (43810) Includes street lighting electric service.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3160	Street Lighting						
Other Services and (Charges						
101-430-3160-43810	Street Lighting	\$24,000	\$23,405	\$24,000	\$16,890	\$24,500	2.1%
Total Other Services	and Charges	\$24,000	\$23,405	\$24,000	\$16,890	\$24,500	2.1%
3160	Total Street Lighting	\$24,000	\$23,405	\$24,000	\$16,890	\$24,500	2.1%

RECYCLING (3200)

BUDGETARY OBJECTIVE:

This department accounts for costs associated with the city's recycling program; revenues being derived from a county grant.

ACCOUNT HIGHLIGHTS:

- ⇒ Recycling Supplies (42100) Supplies related to the city's recycling program.
- ⇒ <u>Newsletter</u> (43090) Expenditures for communicating recycling news via newsletters.
- ⇒ <u>Miscellaneous</u> (44300) Expenditures for the city's outside recycling coordinator.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3200	Recycling						
Supplies							
101-430-3200-42100	Recycling Supplies	\$3,500	\$921	\$3,500	\$971	\$3,500	0.0%
Total Supplies		\$3,500	\$921	\$3,500	\$971	\$3,500	0.0%
Other Services and C	harges						
101-430-3200-43090 101-430-3200-44300		\$4,000 \$7,500	\$932 \$5,284	\$4,000 \$7,500	\$0 \$358	\$3,000 \$6,500	-25.0% -13.3%
Total Other Services	and Charges	\$11,500	\$6,216	\$11,500	\$358	\$9,500	-17.4%
3200	Total Recycling	\$15,000	\$7,137	\$15,000	\$1,329	\$13,000	-13.3%

TREE PROGRAM (3250)

BUDGETARY OBJECTIVE:

In 2004, the city hired a forestry consultant to be involved with tree inspection and recommendations on public and private lands, outreach to residents (spring seminar, site visits, telephone calls, news articles), oak wilt management, Tree City, USA accomplishments and reporting, MNDOT Landscape Partnership plantings, invasive plant management projects, and landscape plan review and compliance checks for residential and commercial development.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Contract Services</u> (43150) Contracted expenditures for forestry services including diseased tree inspections.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
3250	Tree Program						
Other Services and Charges							
101-430-3250-43150	Contract Services	\$10,000	\$15,665	\$10,500	\$7,145	\$5 ,000	-52.4%
Total Other Services and Charges		\$10,000	\$15,665	\$10,500	\$7,145	\$5,000	-52.4%
3250	Total Tree Program	\$10,000	\$15,665	\$10,500	\$7,145	\$5,000	-52.4%

PARKS & RECREATION (5200)

BUDGETARY OBJECTIVE:

The parks and recreation department is responsible for coordinating park maintenance and development of city parks, playgrounds, and related structures.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Full-Time & Part-Time Salaries</u> (41010, 41030) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Fuel, Oil & Fluids</u> (42120) Includes fuel and oil changes for all parks equipment and vehicles.
- ⇒ <u>Landscaping Materials</u> (42250) Expenditures for parks landscaping supplies.
- ⇒ <u>Insurance</u> (43630) Premiums for parks buildings, vehicles, and equipment.
- ⇒ <u>Electric Utility</u> (43810) Includes parks electric service.
- Repairs/Maintenance Not Buildings (44030) Maintenance and repairs on parks infrastructure, excluding buildings.
- ⇒ Rentals Buildings (44120) Portable restroom rentals for parks.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
5200	Parks & Recreation						
Personnel Services							
101-450-5200-41010		\$77,561	\$66,653	\$77,977	\$36,432	\$78,164	0.2%
101-450-5200-41030	1	\$30,551	\$20,559	\$31,162	\$13,403	\$30,551	-2.0%
101-450-5200-41210	PERA Contributions	\$7,568 \$6,703	\$5,608 \$5,273	\$7,912	\$3,302	\$7,882	-0.4%
	Medicare Contributions	\$6,703 \$1,568	\$5,273 \$1,233	\$6,767 \$1,583	\$2,976 \$696	\$6,740 \$4,630	-0.4%
	Health/Dental Insurance	\$1,006 \$14.044	\$1,233 \$11.60 1	\$1,363 \$14,852	\$7,297	\$1,576 \$12,668	-0.4% -14.7%
	Unemployment Benefits	\$1,642	\$11,001 \$0	φ14,002 \$0	φ,,297 \$0	φ1∠,008 \$0	-14.7% N/A
	Workers Compensation	\$6,703	\$7,5 <u>51</u>	\$8,42 6	\$6,994	\$7,522	-10.7%
Total Personnel Serv	ices	\$146,340	\$118,477	\$148,679	\$71,100	\$145,103	-2.4%
Supplies							
101-450-5200-42000		\$300	\$0	\$300	\$0	\$0	-100.0%
101-450-5200-42120		\$3,000	\$0	\$3,000	\$0	\$0	-100.0%
101-450-5200-42150		\$750	\$177	\$750	\$129	\$600	-20.0%
101-450-5200-42160		\$1,000	\$224	\$1,000	\$80	\$800	-20.0%
101-450-5200-42210		\$2,500	\$1,807	\$2,500	\$517	\$2,500	0.0%
	Building Repair Supplies	\$500	\$262	\$500	\$0	\$500	0.0%
	Landscaping Materials	\$3,500	\$2,995	\$3,500	\$91	\$3,000	-14.3%
101-450-5200-42400	Small Tools & Minor Equipment	\$1,000	\$466	\$1,000	\$0	\$1,000	0.0%
Total Supplies		\$12,550	\$5,931	\$12,550	\$816	\$8,400	-33.1%
Other Services and C	Charges						
101-450-5200-43210		\$650	\$438	\$550	\$382	\$550	0.0%
101-450-5200-43310		\$200	\$0	\$100	\$ 0	\$100	0.0%
101-450-5200-43630		\$5,500	\$4,969	\$5,500	\$3,595	\$5,000	-9.1%
101-450-5200-43810	•	\$10,164	\$9,362	\$10,164	\$5,673	\$9,500	-6.5%
101-450-5200-43840 101-450-5200-44010		\$2,500	\$2,188	\$2,500	\$1,437	\$2,500	0.0%
101-450-5200-44010	· · · · , · · · · · · · · · · · · · · · · · · ·	\$700 \$4,000	\$0 \$0.350	\$700 #4.000	\$0 *400	\$700	0.0%
101-450-5200-44040		\$4,000 \$3,000	\$9,359	\$4,000	\$109 #400	\$4,000	0.0%
101-450-5200-44120		\$2,000 \$5,000	\$119 \$4,551	\$2,000 \$5,000	\$400 \$1,885	\$2,000 \$4,500	0.0% -10.0%
101-450-5200-44300		\$1,500	\$154	\$1,500	\$1,000 \$0	\$4,500 \$750	-10.0% -50.0%
							-50.0%
Total Other Services	and Charges	\$32,214	\$31,139	\$32,014	\$13,480	\$29,600	
5200	Total Parks & Recreation	\$191,104	\$155,547	\$193,243	\$85,395	\$183,103	-5.2%

COMPENSATION ADJUSTMENT (9000)

BUDGETARY OBJECTIVE:

The compensation adjustment department budgets expenditures for employee compensation increases. Expenditures may be allocated to other departments or funds.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Compensation Adjustment</u> (41010) Amounts available for employee compensation increases.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
9000	Compensation Adjustment						
Personnel Services							
101-460-9000-41010	Compensation Adjustment	\$0	\$0	\$0	\$0	<u>\$1</u> 3,411	N/A
Total Personnel Serv	vices	\$0	\$0	\$0	\$0	\$13,411	N/A
9000	Total Compensation Adjustment	\$0	\$0	\$0	\$0	\$13,411	N/A

OTHER FINANCING USES

BUDGETARY OBJECTIVE:

Other financing uses for the city's general fund predominately consist of transfers out to other funds, which are not considered to be operating expenditures.

ACCOUNT HIGHLIGHTS:

- ⇒ <u>Transfers Out</u> General fund transfers out for 2012 consist of the following:
 - Transfer to pass through a General Fund donation to the Fall Festival special revenue fund - \$8,000.
 - Transfer to the Infrastructure Reserve capital projects fund for 2012 sealcoating \$100,000.
 - Transfer to the Vehicle Replacement capital projects fund for future capital equipment purchases \$6,000.
 - Transfer to the Radio Replacement internal service fund for future capital equipment purchases \$6,000.
 - Transfer to the Information Technology (IT) internal service fund for future capital equipment purchases \$6,000.
 - Transfer to the Furniture, Fixtures, and Equipment (FFE) internal service fund for future capital equipment purchases \$24,000.
 - Transfer to the Water enterprise fund to assist in offsetting the Water fund's declining cash balance - \$25,000.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
9360	Other Financing Uses						
Transfers Out							
101-493-9360-47200	Transfers Out	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%
Total Transfers Out		\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%
9360	Total Other Financing Uses	\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3,8%
Transfers Out Detail:							
Donation Passed Through to Fall Festival Fund Infrastructure Reserve Fund (sealcoating) Vehicle Replacement Fund Radio Replacement Internal Service Fund Information Technology Replacement Fund FFE Replacement Fund Water Fund (offset future deficit cash balance)		\$0 \$0 \$68,850 \$0 \$0 \$0 \$0	\$8,000 \$0 \$68,850 \$0 \$0 \$0 \$50,000	\$8,000 \$100,000 \$6,000 \$6,000 \$6,000 \$6,000 \$50,000	\$0 \$100,000 \$6,000 \$6,000 \$6,000 \$6,000 \$50,000	\$8,000 \$100,000 \$6,000 \$6,000 \$6,000 \$24,000 \$25,000	0.0% 0.0% 0.0% 0.0% 0.0% 300.0% -50.0%
		\$118,850	\$126,850	\$182,000	\$174,000	\$175,000	-3.8%

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SPECIAL REVENUE FUNDS SUMMARY

PURPOSE:

Special revenue funds (a type of governmental fund) are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specified purposes. The city presently has three active special revenue funds:

- 1. Development Fund
- 2. Fall Festival
- 3. Library

Annual appropriated budgets are adopted during the year for the city's special revenue funds.

BASIS OF ACCOUNTING & BUDGETING:

The measurement focus for special revenue funds is on a current financial resources basis, where the aim of a set of financial statements is to report the near-term (current) inflows, outflows, and balances of expendable financial resources. The fund balance is considered a measure of expendable resources.

Special revenue funds use the modified accrual basis of accounting, under which revenues are not recognized until they are measurable and available, and expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

The basis of budgeting is consistent with accounting principles generally accepted in the United States of America.

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City of Lake Elmo Budget 2012

Fund Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
SPECIAL	REVENUE FUNDS						
	Revenues and Other Financing Sources						
203 204 206	Development Fund Fall Festival Library	\$0 \$10,500 \$0	\$540 \$18,164 \$0	\$0 \$18,500 \$0	\$0 \$300 \$0	\$0 \$18,500 \$260,078	N/A 0.0% N/A
	Total Revenues and Other Financing Sources	\$10,500	\$18,704	\$18,500	\$300	\$278,578	1405.8%
	Expenditures and Other Financing Uses						
203 204 206	Development Fund Fall Festival Library	\$10,000 \$10,500 \$0	\$28,404 \$13,422 \$0	\$10,000 \$10,500 \$0	\$8,486 \$2,205 \$0	\$0 \$10,500 \$261,040	-100.0% 0.0% N/A
	Total Expenditures and Other Financing Uses	\$20,500	\$41,826	\$20,500	\$10,692	\$271,540	1224.6%
TOTAL S	PECIAL REVENUE FUNDS	(\$10,000)	(\$23,121)	(\$2,000)	(\$10,392)	\$7,038	N/A
Fund Bal	ance						
	ance, Beginning of Year nge in Fund Balance	\$50,445 (\$10,000)	\$50,445 (\$23,121)	\$27,324 (\$2,000)	\$27,324 (\$10,392)	\$25,324 \$7,038	-7.3% N/A
Fund Bai	ance, Ending of Year	\$40,445	\$27,324	\$25,324	\$16,932	\$32,362	27.8%

DEVELOPMENT FUND (203)

BUDGETARY OBJECTIVE:

A Development special revenue fund was created in the City's 2007 financial records to account for major developer-related projects, including the following:

- Whistling Valley 1st, 2nd, and 3rd Hidden Meadows 1st
- **Park Meadows**
- **Tapestry**
- The Farms of Lake Elmo
- **Discover Crossing**
- Sanctuary

This fund accounted for costs associated with these or similar projects. The fund is projected to be closed in 2011.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

Engineering Services (43030) Accounts for engineering fees and charges related \Rightarrow specifically to each project.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Development Fund							
	Revenues						
Charges for Services							
203-000-0000-34103	Zoning & Subdivision Fees	\$0	\$0	\$0	\$0	\$0	N/A
Total Charges for Ser	vices	\$0	\$0	\$0	\$0	\$0	N/A
Other							
203-000-0000-36210	Interest Earnings	\$0	\$540	\$0	\$0	\$0	N/A
Total Other		\$0	\$540	\$0	\$0	\$0	N/A
	Total Revenues	\$0	\$540	\$0	\$0	\$0	N/A
	Expenditures						
Other Services and Ci	harges						
203-490-9070-43030 203-490-9070-43040 203-490-9070-43150		\$10,000 \$0 \$0	\$24,216 \$3,400 \$789	\$10,000 \$0 \$0	\$5,336 \$1,872 \$1,279	\$0 \$0 \$0	-100.0% N/A N/A
Total Other Services a	and Charges	\$10,000	\$28,404	\$10,000	\$8,486	\$0	-100.0%
	Total Expenditures	\$10,000	\$28,404	\$10,000	\$8,486	\$0	-100.0%
Development Fund		(\$10,000)	(\$27,863)	(\$10,000)	(\$8,486)	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$43,836 (\$10,000)	\$43,836 (\$27,863)	\$15,973 (\$10,000)	\$15,973 (\$8,486)	\$5,973 \$0	-62.6% N/A
Fund Balance, Ending	of Year	\$33,836	\$15,973	\$5,973	\$7,486	\$5,973	0.0%

FALL FESTIVAL (204)

BUDGETARY OBJECTIVE:

This fund was created to account for activities of the annual Fall Festival (an annual event to celebrate Lake Elmo), including donations received and expenditures incurred.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Donations</u> (36230) Public and private donations to be used in funding the costs of the annual Fall Festival.

EXPENDITURES & OTHER FINANCING USES

⇒ Variety of line items listing the projected expenditures needed in preparation for and during the annual Fall Festival.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Fall Festival							
	Revenues						
Other							
204-000-0000-36210 204-000-0000-36230		\$0 \$10,500	\$193 \$9,971	\$0 \$10,500	\$0 \$300	\$0 \$10,500	N/A 0.0%
Total Other	_	\$10,500	\$10,164	\$10,500	\$300	\$10 ,500	0.0%
	Total Revenues	\$10,500	\$10,164	\$10,500	\$300	\$10 ,500	0.0%
	Other Financing Sources						
204-000-0000-39200	Transfers In	\$0	\$8,000	\$8,000	\$0	\$8,000	0.0%
	Total Other Financing Sources	\$0	\$8,000	\$8,000	\$0	\$8,000	0.0%
Total Rev	venues and Other Financing Sources _	\$10,500	\$18,164	\$18,500	\$300	\$18,500	0.0%
	Expenditures						
Supplies							
204-450-5200-42000	Office Supplies	\$1,000	\$0	\$1,000	\$0	\$1,000	0.0%
Total Supplies	_	\$1,000	\$0	\$1,000	\$0	\$1,000	0.0%
Other Services and C	harges						
204-450-5200-43150 204-450-5200-43610 204-450-5200-44300	Insurance	\$5,000 \$500 \$4,000	\$4,696 \$0 \$8,726	\$5,000 \$500 \$4,000	\$1,352 \$719 \$134	\$5,000 \$500 \$4,000	0.0% 0.0% 0.0%
Total Other Services	and Charges	\$9,500	\$13,422	\$9,500	\$2,205	\$9,500	0.0%
	Total Expenditures	\$10,500	\$13,422	\$10,500	\$2,205	\$10,500	0.0%
Fall Festival	=	\$0	\$4,742	\$8,000	(\$1,905)	\$8,000	0.0%
Fund Balance							
Fund Balance, Beginn Net Change in Fund 8		\$6,609 \$0	\$6,609 \$4,742	\$11,351 \$8,000	\$11,351 (\$1,905)	\$19,351 \$8,000	70.5% 0.0%
Fund Balance, Ending	of Year	\$6,609	\$11,351	\$19,351	\$9,446	\$27,351	41.3%

LIBRARY (206)

BUDGETARY OBJECTIVE:

This fund was created to account for activities of the local Lake Elmo library

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Current Ad Valorem Taxes</u> (31010) An annual special property tax levy will be levied by the City for library activities.

EXPENDITURES & OTHER FINANCING USES

 \Rightarrow Variety of line items listing the projected expenditures needed in preparation for and operations of the library.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Library							
	Revenues						
Taxes							
206-000-0000-31010	Current Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$260,078	N/A
Total Taxes	<u>-</u>	\$0	\$0	\$0	\$0	\$260,078	N/A
Other	-	45		Ψ0		Ψ200,010	1907
206-000-0000-36210 206-000-0000-36230		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Total Other	-	\$0	\$0	\$0	\$0	\$0	N/A
	Total Revenues	\$0	\$0	\$0	\$0_	\$260,078	N/A
	Expenditures						
Personnel Services							
206-450-5300-41010 206-450-5300-41030		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0	N/A
206-450-5300-41210	PERA Contributions	\$0	\$0	\$0	\$0	\$70,000 \$0	N/A N/A
206-450-5300-41220	FICA Contributions Medicare Contributions	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A
206-450-5300-41300	Health/Dental Insurance	\$0	\$0	\$0 \$0	\$0	\$0 \$0	N/A N/A
206-450-5300-41510	Workers Compensation	\$0	\$0	\$0	\$0	\$0	N/A
Total Personnel Servi	ices _	\$0	\$0	\$0	\$0	\$70,000	N/A
Supplies							
	Office Supplies Library Collection Maintenance Building Repair Supplies	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$2,500 \$12,000 \$60	N/A N/A N/A
Total Supplies	-	\$0	\$0	\$0	\$0	\$14,560	N/A
Other Services and C	tharges						
	Engineering Services	\$0	\$0	\$0	\$0	\$0	N/A
206-450-5300-43150	Contract Services Information Technology	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$5,000 \$10,320	N/A
206-450-5300-43210	Telephone	\$0	\$0 \$0	\$0 \$0	\$0 \$0	\$960	N/A N/A
206-450-5300-43250		\$0	\$0	\$0	\$0	\$600	N/A
206-450-5300-43310 206-450-5300-43630		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
206-450-5300-43810		\$0	\$0	\$0	\$0	\$3,000	N/A
206-450-5300-43830		\$0	\$0	\$0	\$0	\$0	N/A
206-450-5300-43840 206-450-5300-44010		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$2,400	N/A
206-450-5300-44040		\$0 \$0	\$0	\$0 \$0	\$0 \$0	\$2,400 \$1,800	N/A N/A
206-450-5300-44120	Rentals - Buildings	\$0	\$ 0	\$0	\$0	\$30,000	N/A
206-450-5300-44300	Miscellaneous Library Card Relmbursements	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$41,500 \$40,900	N/A
	Dues & Subscriptions	\$0	\$0	\$0	\$0	\$0 \$0	N/A N/A
206-450-5300-44370	Conferences & Training	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services	and Charges	\$0	\$0	\$0	\$0	\$136,480	N/A
Capital Outlay	u.u						
206-450-5300-45200 206-450-5300-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$40,000	N/A N/A
Total Capital Outlay	-	\$0	\$0	\$0	\$0	\$40,000	N/A
	Total Expenditures _	\$0	\$0	\$0	\$0	\$261,040	N/A
Library	-	\$0	\$0	\$0	\$0	(\$962)	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund E		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 (\$962)	N/A
Fund Balance, Ending	of Year	\$0	\$0	\$0	\$0	(\$962)	N/A
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DEBT SERVICE FUNDS SUMMARY

PURPOSE:

Debt service funds (a type of governmental fund) are used to account for the accumulation of resources for the payment of general long-term debt principal, interest, and related costs. The city has eight debt service funds with outstanding long-term debt:

- 1. 2002 G.O. Improvement Bonds
- 2. 2004 G.O. Capital Improvement Plan Bonds
- 3. 2006 G.O. Equipment Certificates of Indebtedness
- 4. 2009A G.O. Refunding Bonds (2001)
- 5. 2009B G.O. Improvement Bonds
- 6. 2010A G.O. Improvement Bonds
- 7. 2010B G.O. Capital Improvement Plan Crossover Refunding Bonds
- 8. 2011A G.O. Improvement Bonds

Annual appropriated budgets are not adopted for debt service funds because effective budgetary control is alternatively achieved through general obligation bond indenture provisions. However, debt service fund budgets are prepared by staff and reviewed by the city council to assist in the city's overall financial planning.

BASIS OF ACCOUNTING & BUDGETING:

The measurement focus for debt service funds is on a current financial resources basis, where the aim of a set of financial statements is to report the near-term (current) inflows, outflows, and balances of expendable financial resources. The fund balance is considered a measure of expendable resources.

Debt service funds use the modified accrual basis of accounting, under which revenues are not recognized until they are measurable and available, and expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier). The basis of budgeting is consistent with accounting principles generally accepted in the United States of America.

PRINCIPAL	INTEREST		
\$406,000	\$230,327		
\$3,348,000	\$163,062		
\$465,000	\$94,289		
\$482,000	\$85,574		
\$430,000	\$75,641		
\$1,855,000	\$245,143		
\$825,000	\$47,794		
\$7,811,000	\$941,830		
	\$406,000 \$3,348,000 \$465,000 \$482,000 \$430,000 \$1,855,000 \$825,000		

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Fund Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
DEBT SE	RVICE FUNDS						
	Revenues and Other Financing Sources						
312	2002 G.O. Improvement Bonds	\$23,500	\$24,865	\$21,440	\$14,498	\$0	-100.0%
313	2004 G.O. Capital Improvement Plan Bonds	\$246,000	\$2,412,604	\$151,838	\$70,000	\$171,221	12.8%
314	2006 G.O Equipment Certificates of Indebtedness	\$57,016	\$57,005	\$56,278	\$28,059	\$56,722	0.8%
315	2009A G.O. Refunding Bonds (2001)	\$83,263	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
316	2009B G.O. Improvement Bonds	\$51,000	\$147,577	\$61,544	\$26,969	\$65,545	6.5%
317	2010A G.O. Improvement Bonds	\$0	\$0	\$58,234	\$36,295	\$85,890	47.5%
318	2010B G.O. Capital Improvement Plan						
	Crossover Refunding Bonds (2004)	\$0	\$0	\$0	\$0	\$0	N/A
319	2011A G.O. Improvement Bonds	\$0	\$0	\$0	\$0	\$76,636	N/A
	Total Revenues and Other Financing Sources	\$460,779	\$2,721,025	\$421,359	\$181,834	\$531,239	26.1%
	Expenditures and Other Financing Uses						
312	2002 G.O. Improvement Bonds	\$43,640	\$43,640	\$41,840	\$920	\$0	-100.0%
313	2004 G.O. Capital Improvement Plan Bonds	\$302,095	\$350,099	\$335,046	\$301,903	\$347,988	3.9%
314	2006 G.O Equipment Certificates of Indebtedness	\$54,016	\$54,016	\$53,446	\$4,723	\$53,840	0.7%
315	2009A G.O. Refunding Bonds (2001)	\$78,975	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
316	2009B G.O. Improvement Bonds	\$11,094	\$11,094	\$43,763	\$43,763	\$67,913	55.2%
317	2010A G.O. Improvement Bonds	\$0	\$0	\$9,266	\$9,266	\$77,786	739.5%
318	2010B G.O. Capital Improvement Plan	·		, -,	*-*	*,	
	Crossover Refunding Bonds (2004)	\$0	\$0	\$0	\$0	\$0	N/A
319	2011A G.O. Improvement Bonds	\$0	\$0	\$0	\$0	\$13,575	N/A
	Total Expenditures and Other Financing Uses	\$489,820	\$537,824	\$555,386	\$366,586	\$636,327	14.6%
TOTAL D	BEBT SERVICE FUNDS	(\$29,041)	\$2,183,201	(\$134,027)	(\$184,752)	(\$105,088)	N/A
101712	ED OF CHARGE	(420/011)	ψε,100 <u>μ</u> ε 1	(\$101 021)	(41011102)	(\$100,000)	14/5
Fund Bal	ance						
Fund Bal	ance, Beginning of Year	\$1,422,049	\$1,422,049	\$3,605,250	\$3,605,250	\$3,471,223	-3.7%
Net Chan	ge in Fund Balance	(\$29,041)	\$2,183,201	(\$134,027)	(\$184,752)	(\$105,088)	N/A
Fund Bal	ance, Ending of Year	\$1,393,008	\$3,605,250	\$3,471,223	\$3,420,498	\$3,366,135	-3.0%
	=======================================	Ŧ · , ▼	, -,,			7-,-	3.070

2002 G.O. IMPROVEMENT BONDS (312)

BUDGETARY OBJECTIVE:

Special assessment revenues are being utilized to pay debt service on the \$340,000 2002 G.O. Improvement Bonds, which were issued to fund a local infrastructure project. This fund is responsible for the retirement of the general obligation bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Special Assessments</u> (36100) These assessments were levied against benefited property owners in various years for various periods through 2014.

The final payment for the 2002 G.O. Improvement bonds will occur in 2011.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preilminary Budget	2011 to 2012 Change
2002 G.O. Improven	nent Bonds						
	Revenues						
Special Assessments	3						
312-000-0000-36100	Special Assessments	\$22,000	\$23,538	\$21,000	\$14,498	\$0	-100.0%
Total Special Assess	ments	\$22,000	\$23,538	\$21,000	\$14,498	\$0	-100.0%
Other							
312-000-0000-36210	Interest on Investments	\$1,500	\$1,327	\$440	\$0	\$0	-100.0%
Total Other		\$1,500	\$1,327	\$440	\$0	\$0	-100.0%
	Total Revenues	\$23,500	\$24,865	\$21,440	\$14,498	\$0	-100.0%
	Expenditures						
Debt Service							
312-480-8000-46010 312-480-8000-46110		\$40,000 \$3,640	\$40,000 \$3,640	\$40,000 \$1,840	\$0 \$920	\$0 \$0	-100.0% -100.0%
Total Debt Service		\$43,640	\$43,640	\$41,840	\$920	\$0	-100.0%
	Total Expenditures	\$43,640	\$43,640	\$41,840	\$920	\$0	-100.0%
2002 G.O. Improven	ent Bonds	(\$20,140)	(\$18,775)	(\$20,400)	\$13,578	\$0	N/A
Fund Balance							
Fund Balance, Begin Net Change in Fund		\$73,719 (\$20,140)	\$73,719 (\$18,775)	\$54,944 (\$20,400)	\$54,944 \$13,578	\$3 4,544 \$0	-37.1% N/A
Fund Balance, Endin	g of Year	\$53,579	\$54,944	\$34,544	\$68,522	\$34,544	0.0%

(

2004 G.O. CAPITAL IMPROVEMENT PLAN BONDS (313)

BUDGETARY OBJECTIVE:

In 2004, the City issued \$4,090,000 of G.O. Capital Improvement Plan (CIP) Bonds to finance the constructing and equipping of City facilities. To date, a public works facility and a City Hall annex have been acquired. To repay the debt through 2025, an annual property tax levy was originally scheduled to be levied by the City through 2024, averaging approximately \$320,000.

A total of \$1,000,000 of unspent bond proceeds were transferred from the City Facilities capital projects fund to the 2004 G.O. CIP Bonds debt service fund in 2009, thereby increasing the debt service fund balance and reducing the pay 2010 and future scheduled annual property tax levies to \$220,000.

An additional \$200,000 of unspent bond proceeds were transferred from the City Facilities capital projects fund to the 2004 G.O. CIP Bonds debt service fund in 2010, thereby increasing the debt service fund balance and reducing the pay 2011 through 2014 future scheduled annual property tax levies by approximately \$80,000 in 2011, \$60,000 in 2012, \$40,000 in 2013, and \$20,000 in 2014 (2013, 2014, and subsequent levies will be made partially or fully by the 2010B G.O. CIP Crossover Refunding Bonds fund #318).

The \$1,970,000 2010B G.O. CIP Crossover Refunding Bonds were issued in 2010 to crossover refund the 2004 G.O. CIP Bonds on February 1, 2013. By placing the 2010 refunding bond proceeds and \$1,000,000 of unspent 2004 bond proceeds into an escrow account in 2010, \$2,845,000 of the 2014 through 2025 maturities of the 2004 bonds will be defeased in 2013 through the escrow account.

This fund is responsible for the retirement of the general obligation bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Current Ad Valorem Taxes</u> (31010) To repay the bonds, an annual property tax levy will be levied by the City through 2024 (originally averaging approximately \$320,000, but reduced to \$220,000 in 2010, \$140,000 in 2011, \$160,000 in 2012, \$180,000 in 2013, and approximately \$200,000 in 2014 and thereafter – see note above).

YEAR	PRINCIPAL	INTEREST
2012	\$175,000	\$126,380
2013	\$3,030,000	\$61,746
TOTAL:	\$3,205,000	\$188,126

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2004 G.O. Capital Im	provement Plan Bonds						
	Revenues						
Taxes							
313-000-0000-31010	Current Ad Valorem Taxes	\$220,000	\$220,000	\$140,000	\$70,000	\$160,000	14.3%
Total Taxes	_	\$220,000	\$220,000	\$140,000	\$70,000	\$160,000	14.3%
Other							
313-000-0000-36210	Interest on Investments	\$26,000	\$18,248	\$11,838	\$0	\$11 <u>,</u> 221	-5.2%
Total Other	_	\$26,000	\$18,248	\$11,838	\$0	\$11,221	-5.2%
	Total Revenues	\$246,000	\$238,248	\$151,838	\$70,000	\$171,221	12.8%
	Other Financing Sources						
313-000-0000-39200 313-000-0000-39310 313-000-0000-39320		\$0 \$0 \$0	\$200,000 \$1,970,000 \$4,356	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	N/A N/A N/A
	Total Other Financing Sources	\$0	\$2,174,356	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources _	\$246,000	\$2,412,604	\$151,838	\$70,000	\$171, 2 21	12.8%
	Expenditures						
Debt Service							
313-480-8000-46000 313-480-8000-46110 313-480-8000-46200		\$165,000 \$137,095 \$0	\$165,000 \$137,095 \$48,004	\$170,000 \$165,046 \$0	\$170,000 \$131,903 \$0	\$175,000 \$172,988 \$0	2.9% 4.8% N/A
Total Debt Service		\$302,095	\$350,099	\$335,046	\$301,903	\$347,988	3.9%
	Total Expenditures	\$302,095	\$350,099	\$335,046	\$301,903	\$347,988	3.9%
	Other Financing Uses						
310-480-8000-46015 310-493-9360-47200	Payments to Escrow Agent Transfers Out	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Other Financing Uses	\$0	\$0	\$0	\$0	\$0	N/A
Total Exp	enditures and Other Financing Uses _	\$302,095	\$350,099	\$335,046	\$301,903	\$347,988	3.9%
2004 G.O. Capital Imp	provement Plan Bonds	(\$56,095)	\$2,062,505	(\$183,208)	(\$231,903)	(\$176,767)	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$1,331,483 (\$56,095)	\$1,331,483 \$2,062,505	\$3,393,988 (\$183,208)	\$3,393,988 (\$231,903)	\$3,210,780 (\$176,767)	-5.4% N/A
Fund Balance, Ending	of Year	\$1,275,388	\$3,393,988	\$3,210,780	\$3,162,085	\$3,034,013	-5.5%

NOTE: \$1,000,000 was transferred from the City Facilities capital projects fund to the 2004 G.O. Capital Improvement Plan Bonds debt service fund in 2009, thereby increasing the debt service fund balance and reducing the pay 2010 scheduled property tax levy from \$319,764 to \$220,000

NOTE: \$200,000 was transferred from the City Facilities capital projects fund to the 2004 G.O. Capital Improvement Plan Bonds debt service fund in 2010, thereby increasing the debt service fund balance and reducing the pay 2011 scheduled property tax levy from \$220,000 to \$140,000; the levy is projected to increase to \$160,000 for 2012, \$180,000 for 2013, and approximately \$200,000 for 2014 and forward

2006 G.O. EQUIPMENT CERTIFICATES OF INDEBTEDNESS (314)

BUDGETARY OBJECTIVE:

In order to finance the acquisition of capital equipment, including a fire truck, the 2006 G.O. Equipment Certificates of Indebtedness were issued in the amount of \$443,000, payable through 2015. To repay the debt, an annual property tax levy will be levied by the City through 2015, averaging approximately \$57,000. This fund is responsible for the retirement of the general obligation equipment certificates.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Current Ad Valorem Taxes</u> (31010) To repay the equipment certificates, an annual property tax levy will be levied by the City through 2015, averaging approximately \$57,000.

YEAR	PRINCIPAL	INTEREST
2012	\$46,000	\$7,840
2013	\$48,000	\$6,000
2014	\$50,000	\$4,080
2015	\$52,000	\$2,080
TOTAL:	\$196,000	\$20,000

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2006 G.O. Equipme	nt Certificates of Indebtedness						
	Revenues						
Taxes							
314-000-0000-31010	Current Ad Valorem Taxes	\$56,716	\$56,716	\$56,118	\$28,059	\$56,532	0.7%
Total Taxes		\$56,716	\$56,716	\$56,118	\$28,059	\$56,532	0.7%
Other							
314-000-0000-36210	Interest on Investments	\$300	\$289	\$160	\$0	\$190	18.8%
Total Other		\$300	\$289	\$160	\$0	\$19 <u>0</u>	18.8%
	Total Revenues	\$57,016	\$57,005	\$56,278	\$28,059	\$56,722	0.8%
	Expenditures						
Debt Service							
314-480-8000-46010 314-480-8000-46110		\$43,000 \$11,016	\$43,000 \$11,016	\$44,000 \$9,446	\$0 \$4,723	\$46,000 \$7,840	4.5% -17.0%
Total Debt Service		\$54,016	\$54,016	\$53,446	\$4,723	\$53,840	0.7%
	Total Expenditures	\$54,016	\$54,016	\$53,446	\$4,723	\$53,840	0.7%
2006 G.O. Equipmen	t Certificates of Indebtedness	\$3,000	\$2,989	\$2,832	\$23,336	\$2,882	1.8%
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$11,858 \$3,000	\$11,858 \$2,989	\$14,847 \$2,832	\$14,847 \$23,336	\$17,679 \$2,882	19.1% 1.8%
Fund Balance, Ending	g of Year	\$14,858	\$14,847	\$17,679	\$38,183	\$20,561	16.3%

2009A G.O. REFUNDING BONDS (2001) (315)

BUDGETARY OBJECTIVE:

The \$535,000 2009 G.O. Refunding Bonds were issued in 2009 to refund \$525,000 of the 2001 G.O. State Aid and Improvement Bonds. The 2001 bonds were designated as state aid bonds in 2001. Annual appropriations of Municipal State Aid (MSA) are to be received by the City from the State of Minnesota in amounts necessary to make debt service payments on the bonds through 2016. This fund is responsible for the retirement of the general obligation refunding bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ MSA Grant (33426) Municipal State Aid (MSA) appropriations are to be received by the City from the State of Minnesota in amounts necessary to make debt service payments on the bonds through 2016.

YEAR	PRINCIPAL	INTEREST
2012	\$65,000	\$10,225
2013	\$65,000	\$8,600
2014	\$70,000	\$6,650
2015	\$70,000	\$4,550
2016	\$70,000	\$2,100
TOTAL:	\$340,000	\$32,125

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2009A G.O. Refundi	ng Bonds (2001)						
	Revenues						
Intergovernmental				•			
315-000-0000-33426	MSA Grant	\$82,263	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
Total Intergovernmen	ital	\$82,263	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
Other							
315-000-0000-36210	Interest on Investments	\$1,000	\$0	\$0	\$0	\$0	N/A
Total Other		\$1,000	\$0	\$0	\$0	\$0	N/A
	Total Revenues	\$83,263	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
	Expenditures						
Debt Service							
315-470-7000-46010 315-470-7000-46110 315-470-7000-46200	Bond Interest	\$65,000 \$13,975 \$0	\$65,000 \$13,975 \$0	\$60,000 \$12,025 \$0	\$0 \$6,01 3 \$0	\$65,000 \$10,225 \$0	8,3% -15.0% N/A
Total Debt Service		\$78,975	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
	Total Expenditures	\$78,975	\$78,975	\$72,025	\$6,013	\$75,225	4.4%
2009A G.O. Refundin	g Bonds (2001)	\$4,288	\$0	\$0	\$0	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund I		\$0 \$4,288	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Fund Balance, Ending	g of Year	\$4,288	\$0	\$0	\$0	\$0	N/A

2009B G.O. IMPROVEMENT BONDS (316)

BUDGETARY OBJECTIVE:

In order to finance 2009 street improvements and the Tablyn Park Entrance project, the 2009 G.O. Improvement Bonds were issued in the amount of \$575,000, payable through 2020. To repay the debt, an annual property tax levy will be levied by the City through 2019, averaging approximately \$50,000.

Additionally, special assessments of approximately 30% of the 2009 street improvements costs are projected to be levied against benefited property owners in 2010 for payments beginning in 2011.

This fund is responsible for the retirement of the general obligation bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ <u>Current Ad Valorem Taxes</u> (31010) To repay the bonds, an annual property tax levy will be levied by the City through 2019, averaging approximately \$50,000.
- ⇒ <u>Special Assessments</u> (36100) These assessments are projected to be levied against benefited property owners in 2010 for payments beginning in 2011.

YEAR	PRINCIPAL	INTEREST
2012	\$55,000	\$12,913
2013	\$60,000	\$11,763
2014	\$60,000	\$10,563
2015	\$60,000	\$9,363
2016	\$60,000	\$8,163
2017-2020	\$250,000	\$15,187
TOTAL:	\$545,000	\$67,952

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2009B G.O. Improve	ement Bonds						
	Revenues						
Taxes							
316-000-0000-31010	Current Ad Valorem Taxes	\$51,000	\$51,000	\$50,544	\$25,272	\$54,639	8.1%
Total Taxes	-	\$51,000	\$51,000	\$50,544	\$25,272	\$54,639	8.1%
Special Assessments	3						
316-000-0000-36100	Special Assessments	\$0	\$58,216	\$10,000	\$1,697	\$9,335_	-6.7%
Total Special Assess	ments _	\$0	\$58,216	\$10,000	\$1,697	\$9,335_	-6.7%
Other							
316-000-0000-36210	Interest on Investments	\$0	\$513	\$1,000	\$0	\$1,571	57.1%
Total Other	_	\$0	\$513	\$1,000	\$0	\$1,571	57.1%
	Total Revenues	\$51,000	\$109,729	\$61,544	\$26,969	\$65,545	6.5%
	Other Financing Sources						
313-000-0000-39200	Transfers In	\$0	\$37,848	\$0	\$0	\$0	N/A
	Total Other Financing Sources	\$0	\$37,848	\$0	\$0	\$0	N/A
Total Re	venues and Other Financing Sources _	\$51,000	\$147,577	\$61,544	\$26,969	\$65,545	6.5%
	Expenditures						
Debt Service							
316-470-7000-46010 316-470-7000-46110		\$0 \$11,094	\$0 \$11,094	\$30,000 \$13,763	\$30,000 \$13,763	\$55,000 \$12,91 3	83.3% -6.2%
Total Debt Service	_	\$11,094	\$11,094	\$43,763	\$43,763	\$67,913	55.2%
	Total Expenditures	\$11,094	\$11,094	\$43,763	\$43,763	\$67,913	55.2%
2009B G.O. Improve	ment Bonds	\$39,906	\$136,483	\$17,781	(\$16,794)	(\$2,368)	-113.3%
Fund Balance							
Fund Balance, Begin Net Change in Fund I		\$4,989 \$39,906	\$4,989 \$136,483	\$141,472 \$17,781	\$141,472 (\$16,794)	\$159,253 (\$2,368)	12.6% -113.3%
Fund Balance, Ending	g of Year =	\$44,895	\$141,472	\$159,253	\$124,679	\$156,885	-1.5%

2010A G.O. IMPROVEMENT BONDS (317)

BUDGETARY OBJECTIVE:

In order to finance 2010 street improvements, the 2010 G.O. Improvement Bonds were issued in the amount of \$710,000, payable through 2021. To repay the debt, an annual property tax levy will be levied by the City through 2020, averaging approximately \$60,000.

Additionally, special assessments of approximately 30% of the 2010 street improvements costs are projected to be levied against benefited property owners in 2011 for payments beginning in 2012.

This fund is responsible for the retirement of the general obligation bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ <u>Current Ad Valorem Taxes</u> (31010) To repay the bonds, an annual property tax levy will be levied by the City through 2020, averaging approximately \$60,000.
- ⇒ Special Assessments (36100) These assessments are projected to be levied against benefited property owners in 2011 for payments beginning in 2012.

YEAR	PRINCIPAL	INTEREST
2012	\$65,000	\$12,786
2013	\$70,000	\$12,280
2014	\$70,000	\$11,563
2015	\$70,000	\$10,653
2016	\$70,000	\$9,550
2017-2021	\$365,000	\$24,321
TOTAL:	\$710,000	\$81,153

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2010A G.O. Improve	ment Bonds						
	Revenues						
Taxes							
317-000-0000-31010	Current Ad Valorem Taxes	\$0	\$0	\$57,994	\$28,997	\$62,865	8.4%
Total Taxes		\$0	\$0	\$57,994	\$28,997	\$62,865	8.4%
Special Assessments	•						
317-000-0000-36100	Special Assessments	\$0	\$0	\$0	\$7,298	\$22,500	N/A
Total Special Assessi	ments	\$0	\$0	\$0	\$7,298	\$22,500	N/A
Other							
317-000-0000-36210	Interest on Investments	\$0	\$0	\$240	\$0	\$525	118.8%
Total Other		\$0	\$0	\$240	\$0	\$525	118.8%
	Total Revenues	\$0	\$0	\$58,234	\$36,295	\$85,890	47.5%
	Expenditures						
Debt Service							
317-470-7000-46010 317-470-7000-46110		\$0 \$0	\$0 \$0	\$0 \$9,266	\$0 \$9,266	\$65,000 \$12,786	N/A 38.0%
Total Debt Service		\$0	\$0	\$9,266	\$9,266	\$77,786	739.5%
	Total Expenditures	\$0	\$0	\$9,266	\$9,266	\$77,786	739.5%
2010A G.O. Improver	ment Bonds	<u>\$0</u>	\$0	\$48,968	\$27,029	\$8,104	-83.5%
Fund Balance							
Fund Balance, Beginr Net Change in Fund B		\$0 \$0	\$0 \$0	\$0 \$48,968	\$0 \$27,0 29	\$48,968 \$8,104	N/A -83.5%
Fund Balance, Ending	of Year	\$0	\$0	\$48,968	\$27,029	\$57,072	16.5%

2010B G.O. CAPITAL IMPROVEMENT PLAN CROSSOVER REFUNDING BONDS (2004) (318)

BUDGETARY OBJECTIVE:

The \$1,970,000 2010B G.O. Capital Improvement Plan Crossover Refunding Bonds were issued in 2010 to crossover refund the 2004 G.O. Capital Improvement Plan Bonds on February 1, 2013. By placing the 2010 refunding bond proceeds and \$1,000,000 of unspent 2004 bond proceeds into an escrow account in 2010, \$2,845,000 of the 2014 through 2025 maturities of the 2004 bonds will be defeased in 2013 through the escrow account.

This fund is responsible for the retirement of the general obligation bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Current Ad Valorem Taxes</u> (31010) To repay the bonds, an annual property tax levy will be levied by the City from 2013 through 2024 (averaging approximately \$200,000).

DEBT PAYMENT SCHEDULE:

YEAR	PRINCIPAL	INTEREST
0040	A A	
2012 2013	\$0 \$0	\$46,608 546,608
2013	\$135,000	\$46,608 \$45,933
2015	\$150,000 \$150,000	\$44,208
2016	\$150,000	\$42,108
2017-2021	\$805,000	\$162,736
2022-2025	\$730,000	\$46,345
TOTAL:	\$1,970,000	\$434,546

NOTE: Interest payments through the February 1, 2013 crossover date are recorded in the 2004 G.O. Capital Improvement Plan Bonds fund #313.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Prellminary Budget	2011 to 2012 Change
2010B G.O. Capital I Crossover Refundi							
	Revenues						
Taxes							
318-000-0000-31010	Current Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$0	N/A
Total Taxes	_	\$0	\$0	\$0	\$0	\$0	N/A
Other							
318-000-0000-36210	Interest on Investments	\$0	\$0	\$0	\$0	\$0	N/A
Total Other	_	\$0	\$0	\$0	\$0	. \$0	N/A
	Total Revenues	\$0	\$0	\$0	\$0	\$0	N/A
	Other Financing Sources						
318-000-0000-39200	Transfer In	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources	\$0	. \$0	\$0	\$0	\$0	N/A
	Expenditures						
Debt Service							
318-470-7000-46010 318-470-7000-46110		\$0 \$0	\$0 \$0	\$0 \$0	\$0	\$0	N/A
318-470-7000-46200		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Total Debt Service	_	\$0	\$0	\$0	\$0	\$0	N/A
	Total Expenditures	\$0	\$0	\$0	\$0	\$0	N/A
	Other Financing Uses						
310-493-9360-47200	Transfers Out	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Financing Uses	\$0	\$0	\$0	\$0	\$0	N/A
Total Exp	penditures and Other Financing Uses _	\$0	\$0	\$0	\$0	\$0	N/A
2010B G.O. Capital In Crossover Refunding		\$0	\$0	\$0	\$0	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$ 0	N/A N/A
Fund Balance, Ending	of Year	\$0	\$0	\$0	\$0	\$0	N/A

NOTE: The 2010B G.O. Capital Improvement Plan Crossover Refunding Bonds crossover refunded the 2004 G.O. Capital Improvement Plan Bonds on February 1, 2013

2011A G.O. IMPROVEMENT BONDS (319)

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BUDGETARY OBJECTIVE:

In order to finance 2011 street improvements, the 2011 G.O. Improvement Bonds were issued in the amount of \$845,000, payable through 2022. To repay the debt, an annual property tax levy will be levied by the City through 2021, averaging approximately \$76,000.

Additionally, special assessments of approximately 30% of the 2011 street improvements costs are projected to be levied against benefited property owners in 2012 for payments beginning in 2013.

This fund is responsible for the retirement of the general obligation bonds.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ <u>Current Ad Valorem Taxes</u> (31010) To repay the bonds, an annual property tax levy will be levied by the City through 2021, averaging approximately \$76,000.
- ⇒ <u>Special Assessments</u> (36100) These assessments are projected to be levied against benefited property owners in 2012 for payments beginning in 2013.

YEAR	PRINCIPAL	INTEREST
2010	00	\$40.555
2012	\$0	\$13,575
2013	\$75,000	\$16,065
2014	\$80,000	\$15,500
2015	\$80,000	\$14,720
2016	\$80,000	\$13,720
2017-2021	\$435,000	\$42,899
2022	\$95,000	\$1,449
TOTAL:	\$845,000	\$117,928

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2011A G.O. Improve	ement Bonds						
	Revenues						
Taxes							
319-000-0000-31010	Current Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$76,336	N/A
Total Taxes	_	\$0	\$0	\$0	\$0	\$76,336	N/A
Special Assessments	3						
319-000-0000-36100	Special Assessments	\$0	\$0	\$0	\$0	\$0	N/A
Total Special Assess	ments _	\$0	\$0	\$0	\$0	\$0	N/A
Other							
319-000-0000-36210	Interest on Investments	\$0	\$0	\$0	\$0	\$300	N/A
Total Other	_	\$0	\$0	\$0	\$0	\$300	N/A
	Total Revenues	\$0	\$0	\$0	\$0	\$76,636	N/A
	Other Financing Sources						
319-000-0000-39310	Bond Proceeds	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources	\$0	\$0	\$0	\$0	\$76,636	N/A
	Expenditures						
Debt Service							
319-470-7000-46010 319-470-7000-46110		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$13,575	N/A N/A
Total Debt Service	<u>-</u>	\$0	\$0	\$0	\$0	\$13,575	N/A
	Total Expenditures	\$0	\$0	\$0	\$0	\$13,575	N/A
2011A G.O. Improver	ment Bonds	\$0	\$0	\$0	\$0	\$63,061	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund E		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$63,061	N/A N/A
Fund Balance, Ending	g of Year	\$0	\$0	\$0	\$0	\$63,061	N/A

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CAPITAL PROJECTS FUNDS SUMMARY

PURPOSE:

Capital projects funds (a type of governmental fund) are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those to be financed by proprietary funds and trust funds). The city presently has nine active capital projects funds:

- 1. Park Dedication
- 2. Infrastructure Reserve
- 3. Vehicle Replacement
- 4. City Facilities
- 5. Village
- 6. Manning Avenue/Highway 36
- 7. 2010 Street Improvements
- 8. 2011 Street Improvements
- 9. 2012 Street Improvements

Annual appropriated budgets are not adopted for capital projects funds because effective budgetary control is alternatively accomplished through the use of project controls. However, capital projects fund budgets along with a five-year capital improvement plan are prepared by staff and reviewed by the city council to assist in the city's overall financial planning.

BASIS OF ACCOUNTING & BUDGETING:

The measurement focus for capital projects funds is on a current financial resources basis, where the aim of a set of financial statements is to report the near-term (current) inflows, outflows, and balances of expendable financial resources. The fund balance is considered a measure of expendable resources.

Capital projects funds use the modified accrual basis of accounting, under which revenues are not recognized until they are measurable and available, and expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

The basis of budgeting is consistent with accounting principles generally accepted in the United States of America.

Fund Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
CAPITAL	PROJECTS FUNDS						
	Revenues and Other Financing Sources						
404	Park Dedication	\$58,675	\$31,961	\$8,000	\$29,633	\$6,000	-25.0%
409	Infrastructure Reserve	\$28,000	\$55,054	\$130,000	\$120,993	\$130,000	0.0%
410	Vehicle Replacement	\$72,850	\$123,999	\$6,000	\$6,000	\$872,000	14433.3%
411	City Facilities	\$10,000	\$8,066	\$1,000	\$0	\$500,000	49900.0%
413	Village	\$0	(\$240)	\$3,500,000	\$0	\$3,778,000	7.9%
414	Manning Avenue/Highway 36	\$1,500	\$1,105	\$1,000	\$0	\$600	-40.0%
415	2009 Street Improvements	\$0	\$588	\$0	\$0	\$0	N/A
416	Tablyn Park Entrance	\$0	\$146	\$0	\$0	\$0	N/A
417	2010 Street Improvements	\$652,454	\$708,265	\$0	\$0	\$0	N/A
418	2011 Street Improvements	\$0	(\$48)	\$483,000	\$0	\$0	-100.0%
419	2012 Street Improvements	\$0	\$0	\$0	\$0	\$1,630,000	N/A
	Total Revenues and Other Financing Sources	\$823,479	\$928,895	\$4,129,000	\$156,626	\$6,916,600	67.5%
	Expenditures and Other Financing Uses						
404	Park Dedication	\$241,000	\$76,286	\$290,200	\$10,366	\$90,000	-69.0%
409	Infrastructure Reserve	\$160,000	\$246,378	\$171,487	\$32,398	\$190,350	11.0%
410	Vehicle Replacement	\$134,300	\$41,218	\$127,025	\$3,500	\$866,000	581.8%
411	City Facilities	\$0	\$250,179	\$177,000	\$5,388	\$735,000	315.3%
413	Village	\$560,000	\$129,597	\$3,542,000	\$133,561	\$3,818,000	7.8%
414	Manning Avenue/Highway 36	\$0	\$ 0	\$0	\$0	\$0	N/A
415	2009 Street Improvements	\$0	\$35,547	\$0	\$0	\$0	N/A
416	Tablyn Park Entrance	\$0	\$8,664	\$0	\$0	\$0	N/A
417	2010 Street Improvements	\$652,454	\$649,559	\$0	\$1,397	\$0	N/A
418	2011 Street Improvements	\$0	\$41,899	\$483,000	\$46,336	\$0	-100.0%
419	2012 Street Improvements	\$0	\$C	\$0	\$0	\$1,630,000	N/A
	Total Expenditures and Other Financing Uses	\$1,747,764	\$1,479,328	\$4,790,712	\$232,947	\$7,329,350	53.0%
TOTAL C	APITAL PROJECTS FUNDS	(\$924,275)	(\$550,433)	(\$661,712)	(\$76,321)	(\$412,750)	N/A
Fund Bala	<u>ance</u>						
Fund Rak	ance, Beginning of Year	\$1,027,213	\$1,027,213	\$476,780	\$476,780	(\$184,932)	-138.8%
	ge in Fund Balance	(\$924,275)	(\$550,433)	(\$661,712)	(\$76,321)	(\$412,750)	-136.6% N/A
Fund Bala	ance, Ending of Year	\$102,938	\$476,780	(\$184,932)	\$400,459	(\$597,682)	N/A

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Part	City of Lake Elmo Capital Projects Summary 2012				
The Company					
Exercised					
Section Wester Stores		Project	Detail or Street From/To	2012	Funding Source
Company					
Part			3 at \$500 per unit	\$1,000 \$1,500	Library Property Tax Levy Library Property Tax Levy
Section Control Cont			\$1,200 per unit (4 public, 1 staff)		
See Section	Librery	Fax/Scanner		\$50 0	Library Property Tax Levy
Part		Opening Day Collection	Eslimate		Library Property Tax Levy
Part	Total Library (206)			\$40,000	-
Part	Park Dedication (404)				
Speed of the control					
Egista Symbol Law Park Park actability and Special Company Park Park actability and Special Company Park Park Park actability and Special Company Park		Stonegate Park Sunfish Lake Park	Entrance / Interpretive signage	\$10,000 \$5,000	Park Dedication Fees Park Dedication Fees
Fig. 12			Tennis Court Resurfacing Prairie establishment		
## Application (1999) (\$50,000	Park Dedication Fees
Part	Total Park Dedication (404)			\$84,000	
Expenditurion	Infrestructure Reserve (409)	(2012 projects, not including sealcoating, budge	ted in 2012 Street improvements Fund #419)		
Expenditurion		Per 2009 Transportation plan			
DEASTING CALL CAL	Infrestructure	Seglocating (see 2011 detail below)	47TH ST TO COAL 47	\$125,000	Fund Balance/General Fund Transfers
Description	Infrastructure	DEMONTREVILLE TRAIL CIR N	DEMONTREVILLE TRAIL PLACE TO CUL-DE-SAC	\$150,000	70% Property Tax Levy; 30% Assessments
MEDITAL AND	Infrastructure	DEMONTREVILLE TRAIL PL N	DEMONTREVILLE TRAIL CT TO CUL-DE-SAC	\$96,000	70% Property Tax Levy: 30% Assessments
Very Section Control			47TH ST TO TH 36	\$1,000,000	70% MSA Fitnds; 30% Assessments
No.	Total Infrastructure Reserve (40	9)		\$1,755,000	7
Page 2 Laptice for Turbs 50,000 Capabil First Polarisma Strategic Polarisma Po	Vehicle Replacement (Formerly Capita	al Acquisitions) (410)			
Page 2 Laptice for Turbs 50,000 Capabil First Polarisma Strategic Polarisma Po	Fire	Replace Engine 1		\$625,000	New Equipment Certificates paid by property taxes
Public Works Stock Of Which Replacement (Permerly Castal Accasiblement) (19) Size Footbles (41) Size Foo	Fire	2 Laptops for Trucks		\$6,000	Capital Fund Balance
Cart	Public Works	Single/landem dump truck		\$200,000	New Equipment Certificates paid by property taxes New Equipment Certificates paid by property taxes
Capability Cap	Total Vehicle Replacement (For	merly Capital Acquisitions) (410)		\$866,000	
City Institute City	City Facilities (411)				
City 148	City Hall	City Half Interfor Improvements	Cameling, Storage Addition, Plumbing Repairs	\$25,000	Canital Fund Salance
Girt Hall City Hall American Education Improvements A Second Contact Fund State Fund Sta	City Hall	City Hall Parking Lot	Rehabilitate/Replace	\$30,000	Capital Fund Balance
Fig. 1. New fire station 1 size accustation, a reached to 9 station 1 station to recover mis to 9 station 1 parking Let 1	City Hall	City Hall Annex Exterior Improvements	Refeveling/Skirting	\$5,000	Capital Fund Balance
Five			Internal/External Repairs	\$10,000 \$500.000	Capital Fund Salance New bonds paid by properly faxes
Fig. Station Parkhe Lot Reproduite Replace \$10,000 Capital Fund Balance Capital Fund Balance \$10,000 Capital Fund Balance Capital Fund Balance Capital Fund Balance Capital Fund Balance Capital Fund Balance	Fire	Station 1 Interior Improvements		\$40,000	Capital Fund Balance
Fig. 1. Strafen & Enterly Processor and Publish Works Delic Williams Comments & Reinhibut Welder Received Publish Works & Publ	Fire	Station 1 Parking Lot	Rehabilitate/Replace	\$10,000	Capital Fund Balance
Public Wordes		Station 2 Exterior Improvements	Misc. Repairs/Improvements Retaining Wall/Drainage Repairs/crack sealing	\$5,000 \$30,000	Capital Fund Balance Capital Fund Balance
Public Works	Public Works Public Works	Public Works holst system Public Works Storage Facility		\$7,000 \$22,000	Capital Fund Balance
Village (413) Village - Server			The state of the s		
Village - Sewer	Total City Facilities (411)			\$735,000	
Village Parkway Trunk (Phese 1) Total Village (413) Water (601) Weter Weil and Pumphouse #4 and connecting trunk watermain #51,370,000 State Geant/Bonds/TBD Water (601) Woter (601) Total Water (603) Sewer (602) Sever Sewer study south of 10th St. Sever Sewer (603) Surface Water (603) Surface	Village (413)				
Village Parkway Trunk (Phese 1) Total Village (413) Water (601) Weter Weil and Pumphouse #4 and connecting trunk watermain #51,370,000 State Geant/Bonds/TBD Water (601) Woter (601) Total Water (603) Sewer (602) Sever Sewer study south of 10th St. Sever Sewer (603) Surface Water (603) Surface	Village - Sewer		forcemain to 10th, plus gravity		
Water Weil and Pumphouse #4 and connecting trunk watermain \$1,370,000 State Grant/Bonds/TBD	Village - Sewer	Village Parkway Trunk (Phase 1)		\$278,000	Development
Water Well and Pumphouse #4 and connecting trunk watermain \$1,370,000 State Grant/Bonde/TBD	Total Village (413)	1		\$3,778,000	
Welter Keels trunk watermain extension \$22,000 State Grant/Ponds/TBD	Water (601)	AN AMERICAN			
Water Kesis trunk watermein extension \$20,000 State Geneticods/TBD Total Water (601) \$2,280,000 State Geneticods/TBD Sewer (602) \$2,280,000 State Geneticods/TBD Sewer (602) \$2,280,000 State Geneticods/TBD Sever (602) \$2,500 Net Assets Total Sever (603) \$2,500 Net Assets Total Sever (603) \$35,000 Net Assets Total Surface Water (603) \$35,000 Net Assets accumulated from General Fund annual transfer of the Company of the Surface Water (603) \$35,000 Net Assets accumulated from General Fund annual transfer of the Company of the Surface Water (701) \$30 Net Assets accumulated from General Fund annual transfer of the Company of the Surface Surface Water (702) \$30 Net Assets accumulated from General Fund annual transfer of the Company of the Surface Assets accumulated from General Fund annual transfer of the Company of the Surface Su	Water	Well and Pumphouse #4	and connecting trunk watermain	\$1,370,000	State Grant/Bonds/TBD
Sewer (602) Sewer study south of 10th St. \$25,000 Not Assets	Water	Keats trunk watermaln extension		\$920,000	State Grant/Bonds/TBD
Sewer Sewer study south of 10th St. \$25,000 \$25,000	Total Water (601)			\$2,290,000	
Surface Water (603) Total Surface Water (603) Radio Replacement (701) Radio Replacement (701) Radio Replacement (701) Information Technology (IT) Replacement (702) Administration City Hall network Administration Replacement en Replacement en Replacement (702) Administration Replacement en Replacement (702) Surface Water (603) Net Assets accumulated from General Fund annual transfer Surface	Sewer (602)		L. SPO. ST. I		V 80.
Surface Water (603) Surface Water (603) Surface Water (603) Radio Replacement (701) Radio Replacement (701) Radio Replacement (701) Radio Replacement (701) Surface Water (603) Radio Replacement (701) Radio Replacement (701) Surface Water (603) Radio Replacement (701) Surface Water (603) Radio Replacement (701) Surface Water (603) Redio Replacement (702) Surface Water (603) Redio Replacement (702) Surface Water (603) Redio Replacement (702) Surface Water (603) Red Assets accumulated from General Fund annual transfer (704) Surface Water (603) Redio Replacement (702) Surface Water (603) Red Assets accumulated from General Fund annual transfer (704) Surface Water (603) Redio Replacement (702) Redio Replacement (702) Redio Replacement (702) Redio Replacement (703) Surface Water (603) Red Assets accumulated from General Fund annual transfer (704) Surface Water (603) Redio Replacement (702) Surface Water (603) Red Assets accumulated from General Fund annual transfer (704) Surface Water (603) Redio Replacement (702) Redio Replacement (703) Redio Replacement (704) Surface Water (603) Red Assets accumulated from General Fund annual transfer (704) Surface Water (704) Surface Water (704) Surface Water (705) Redio Replacement (703) Redio Replacement (703) Redio Replacement (703) Redio Replacement (704) Surface Water (704) Surface Water (705) Red Assets accumulated from General Fund annual transfer (704) Surface Water (704) Surface Water (705) Red Assets accumulated from General Fund annual transfer (704) Surface Water (705) Red Assets accumu	Sewer	Sewer study south of 10th St.		\$25,000	Net Assets
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Furniture, Fixtures, & Equipment (FFE) Replacement (703) Fire Turnout Gear (26 sets) 13 sets each year \$28,800 Net Assets accumulated from General Fund annual transfer Total FFE Replacement (703) \$28,600	Total IT Replacement (702)				
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Total FFE Replacement (703) \$26,600			43 cale and year	408 282	
		j uniour Gear (20 seis)	I o seis each year		Net Assets accumulated from General Fund annual transfers
Total City \$9,673,000				\$28,600	
	Total City			\$9,673,000	

5-3

PARK DEDICATION (404)

BUDGETARY OBJECTIVE:

The purpose of this fund is to provide funds for park and trail improvements and related equipment costs from funds dedicated for park purposes. According to Minnesota Statutes, the city's park dedication fees received as payments in lieu of park land dedication from developers must be put in a dedicated account to use for park-related purposes.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ Park Grants (xxxxx) Miscellaneous park grants, including MN DNR, Greenway, and Washington Conservation.
- ⇒ <u>Dedication Fees</u> (36240) Park dedication fees received as payments in lieu of park land dedication from developers.

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted park engineering services.
- ⇒ Buildings & Structures (45200) Capital outlay for park buildings and structures:

Financed by Fund Balance/Park Dedication Fees/Grants:

- None in 2012
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for park improvements other than buildings:

Financed by Fund Balance/Park Dedication Fees/Grants:

•	DeMontreville Park	Resurface Basketball Court	\$ 5,000
•	Stonegate Park	Parking Lot	\$ 10,000
•	Sunfish Lake Park	Entrance/Interpretive Signage	\$ 5,000
•	Lions Park	Tennis Court Resurfacing	\$ 12,000
•	Sunfish Lake Park	Prairie Establishment	\$ 2,000
•	Trail Improvements	•	\$ 50,000

For a detailed listing of the city's five year projected capital uses, see the Capital Improvement Plan section of this document.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Park Dedication	Revenues						
Intergovernmental							
404-000-0000-33435	Park Grants	\$38,675	\$4,976	\$0	\$25,633	\$0	N/A
Total Intergovernmental		\$38,675	\$4,976	\$0	\$25,633	\$0	N/A
Other							
404-000-0000-36210 404-000-0000-36230 404-000-0000-36240		\$20,000 \$0 \$0	\$16,185 \$0 \$10,800	\$8,000 \$0 \$0	\$0 \$4,000 \$0	\$6,000 \$0 \$0	-25.0% N/A N/A
Total Other		\$20,000	\$26,985	\$8,000	\$4,000	\$6,000	-25.0%
	Total Revenues	\$58,675	\$31,961	\$8,000	\$29,633	\$6,000	-25.0%
	Expenditures						
Other Services and C	harges						
404-480-8000-43040 404-480-8000-43050 404-480-8000-44010 404-480-8000-44030	Engineering Services Legal Services Other Park Ded Prof Services Repairs/Maint Contractual Bildg Repairs/Maint imp Not Bildgs Repairs/Maint Contractual Eqpt	\$8,000 \$0 \$0 \$0 \$0 \$0 \$0	\$3,841 \$0 \$0 \$0 \$0 \$445	\$5,000 \$0 \$0 \$0 \$0 \$0	\$5,183 \$0 \$585 \$0 \$0 \$0	\$6,000 \$0 \$0 \$0 \$0 \$0	20.0% N/A N/A N/A N/A N/A
Total Other Services a	and Charges	\$8,000	\$4,286	\$5,000	\$5,768	\$6,000	20.0%
Capital Outlay							
404-480-8000-45100 404-480-8000-45200 404-480-8000-45300 404-480-8000-45800	Buildings & Structures improvements Other Than Bldgs	\$0 \$51,000 \$182,000 \$0	\$0 \$5,695 \$66,305 \$0	\$0 \$50,000 \$235,200 \$0	\$0 \$0 \$4,402 \$197	\$0 \$0 \$84,000 \$0	N/A -100.0% -64.3% N/A
Total Capital Outlay		\$233,000	\$72,000	\$285,200	\$4,599	\$84,000	-70.5%
	Total Expenditures	\$241,000	\$76,286	\$290,200	\$10,366	\$90,000	-69,0%
Park Dedication		(\$182,325)	(\$44,325)	(\$282,200)	\$19,266	(\$84,000)	N/A
Fund Balance							
Fund Balance, Beginning of Year Net Change in Fund Balance		\$993,669 (\$182,325)	\$993,669 (\$44,325)	\$949,344 (\$282,200)	\$949,344 \$19,266	\$667,144 (\$84,000)	-29.7% N/A
Fund Balance, Ending of Year		\$811,344	\$949,344	\$667,144	\$968,611	\$583,144	-12.6%

INFRASTRUCTURE RESERVE (409)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for future road and street infrastructure projects. The city's Municipal State Aid (MSA) Construction and Section 33 Utilities capital projects funds were closed to the Infrastructure Reserve fund via transfers out in 2007. Future MSA construction revenues will be recorded in the Infrastructure Reserve fund or other project-specific capital fund, while MSA maintenance revenues will be recorded in the General Fund. All special assessments receivable (deferred and Green Acres) previously recorded in the MSA Construction fund were also shifted to the Infrastructure Reserve fund in 2007.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ <u>Special Assessments</u> (36100) These assessments were levied against benefited property owners in various years for various periods through 2014.
- ⇒ <u>Bond Proceeds</u> (39310) Borrowing to finance capital road and street improvements.
- ⇒ <u>Transfers In</u> (39200) Transfers from the General Fund for infrastructure projects, including sealcoating.

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Comprehensive Planning</u> (43020) Expenditures for contracted comprehensive transportation planning services.
- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted road and street engineering services.
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for road and street improvements:

Financed by Fund Balance/Transfers In:

Sealcoating

\$125,000

For a detailed listing of the city's five year projected capital uses, see the Capital Improvement Plan section of this document.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Infrastructure Reser	rve						
	Revenues						
Intergovernmental							
409-000-0000-33419	MSA Construction	\$0	\$0	\$0	\$0	\$0	N/A
Total Intergovernmen	ntal	\$0	\$0	\$0	\$0	\$0	N/A
Special Assessments	•						
409-000-0000-36100	Special Assessments	\$28,000	\$52,503	\$30,000	\$20,993	\$30,000	0.0%
Total Special Assessi	ments _	\$28,000	\$52,503	\$30,000	\$20,993	\$30,000	0.0%
Other							
409-000-0000-36210	Interest on Investments	\$0	\$2,551	\$0	\$0	\$0	N/A
Total Other	_	\$0	\$2,551	\$0	\$0	\$0	N/A
	Total Revenues	\$28,000	\$55,054	\$30,000	\$20,993	\$30,000	0.0%
	Other Financing Sources						
409-000-0000-39200 409-000-0000-39310		\$0 \$0	\$0 \$0	\$100,000 \$0	\$100,000 \$0	\$100,000 \$0	0.0% N/A
	Total Other Financing Sources	\$0	\$0	\$100,000	\$100,000	\$100,000	0.0%
Total Rev	venues and Other Financing Sources _	\$28,000	\$55,054	\$130,000	\$120,993	\$130,000	0.0%
	Expenditures						
Other Services and C	Charges						
		\$0 \$35,000 \$0 \$0	\$0 \$65,491 \$0 \$335	\$0 \$65,000 \$0 \$350	\$0 \$32,214 \$0 \$184	\$0 \$65,000 \$0 \$350	N/A 0.0% N/A 0.0%
Total Other Services	and Charges	\$35,000	\$65,825	\$65,350	\$32,398	\$65,350	0.0%
Capital Outlay							
409-480-8000-45300	Improvements Other Than Bldgs	\$125,000	\$180,553	\$106,137	\$0	\$125,000	17.8%
Total Capital Outlay	_	\$125,000	\$180,553	\$106,137	\$0	\$125,000	17.8%
	Total Expenditures	\$160,000	\$246,378	\$17 1 ,487	\$32,398	\$190,350	11.0%
Infrastructure Reserve	e	(\$132,000)	(\$191,324)	(\$41,487)	\$88,595	(\$60,350)	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund E		\$235,468 (\$132,000)	\$235,468 (\$191,324)	\$44,144 (\$4 1 ,487)	\$44,144 \$88,595	\$2,657 (\$60,350)	-94.0% N/A
Fund Balance, Ending	g of Year =	\$103,468	\$44,144	\$2,657	\$132,739	(\$57,693)	-2271.4%

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VEHICLE REPLACEMENT (FORMERLY CAPITAL ACQUISITIONS) (410)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the acquisition of vehicles and related equipment.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ <u>Transfers In</u> (39200) Transfers from the General Fund for future capital equipment purchases.
- ⇒ Bond Proceeds (39310) Borrowing to finance vehicle acquisitions.

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Buildings & Structures</u> (45200) Capital outlay for minor general buildings and structures.
- ⇒ <u>Vehicles</u> (45500) Capital outlay for vehicles:

Financed by Fund Balance/Transfers In:

•	Fire: replace engine 1	\$625,000
•	Fire: 2 laptops for trucks	\$ 6,000
•	Public Works: pickup truck	\$ 35,000
•	Public Works: single/tandem dump truck	\$200,000

- ⇒ <u>Office Equipment & Furnishings</u> (45700) Capital outlay for office equipment and furnishings.
- ⇒ Other Equipment (45800) Capital outlay for other equipment.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Vehicle Replacement (fe	ormerly Capital Acquisitions)						
Re	venues						
Intergovernmental							
410-000-0000-33120 Fe 410-000-0000-33450 Lo		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Total Intergovernmental		\$0	\$0	\$0	\$0	\$0	N/A
Other							
410-000-0000-36200 Mis 410-000-0000-36205 Re 410-000-0000-36210 Inle 410-000-0000-36230 Do	funds and Reimbursements erest on Investments	\$0 \$0 \$4,000 \$0	\$0 \$49,556 \$5,593 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
Total Other	_	\$4,000	\$55,149	\$0	\$0	\$0	N/A
To	al Revenues	\$4,000	\$55,149	\$0	\$0	\$0	N/A
Oti	ner Financing Sources						
410-000-0000-39101 Sa 410-000-0000-39210 Tra 410-000-0000-39310 Bo	ınsfer in	\$0 \$68,850 \$0	\$0 \$68,850 \$0	\$0 \$6,000 \$0	\$0 \$6,000 \$0	\$0 \$6,000 \$866,000	N/A 0.0% N/A
Tol	al Other Financing Sources	\$68,850	\$68,850	\$6,000	\$6,000	\$872,000	14433.3%
Total Reven	ues and Other Financing Sources _	\$72,850	\$123,999	\$6,000	\$6,000	\$872,000	14433.3%
Ex	penditures						
Other Services and Charg	jes						
410-480-8000-43030 Eng 410-480-8000-43040 Leg 410-480-8000-43150 Co	gal Services	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	N/A N/A N/A
Total Other Services and	Charges	\$0	\$0	\$0	\$0	\$0	N/A
Capital Outlay							
410-480-8000-45400 He 410-480-8000-45500 Ve	ldings and Structures provements Other Than Bidgs avy Machinery hictes ice Equipment & Furnishings	\$0 \$63,000 \$0 \$0 \$35,000 \$32,700 \$3,600	\$0 \$0 \$0 \$0 \$27,792 \$50 \$13,375	\$0 \$0 \$0 \$0 \$127,025 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$3,600 \$0	\$0 \$0 \$0 \$0 \$0 \$866,000 \$0 \$0	N/A N/A N/A N/A 581.8% N/A N/A
Total Capital Outlay	_	\$134,300	\$41,218	\$127,025	\$3,500	\$866,000	581.8%
Tot	al Expenditures	\$134,300	\$41,218	\$127,025	\$3,500	\$866,000	581.8%
Oth	er Financing Uses						
410-493-9360-47200 Tra	nsfers Out	\$0	\$0	\$0	\$0	\$0	N/A
Tol	al Other Financing Uses	\$0	\$0	\$0	\$0	\$0	N/A
Total Expen	ditures and Other Financing Uses	\$134,300	\$41,218	\$127,025	\$3,500	\$866,000	581.8%
Vehicle Replacement		(\$61,450)	\$82,781	(\$121,025)	\$2,500	\$6,000	N/A
Fund Balance							
Fund Balance, Beginning Net Change in Fund Balar		\$280,231 (\$61,450)	\$280,231 \$82,781	\$363,012 (\$121,025)	\$363,012 \$2,500	\$241,987 \$6,000	-33.3% N/A
	_						

CITY FACILITIES (411)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the acquisition of major buildings and building improvements.

In 2004, the City issued \$4,090,000 of G.O. Capital Improvement Plan (CIP) Bonds to finance the constructing and equipping of City facilities. To date, a public works facility and a City Hall annex have been acquired.

A total of \$1,000,000 of unspent bond proceeds were transferred from the City Facilities capital projects fund to the 2004 G.O. Capital Improvement Plan Bonds debt service fund in 2009, thereby increasing the debt service fund balance and reducing the pay 2010 and future scheduled annual property tax levies to \$220,000.

Subsequently, \$200,000 of unspent bond proceeds were transferred from the City Facilities capital projects fund to the 2004 G.O. Capital Improvement Plan Bonds debt service fund in 2010, thereby again increasing the debt service fund balance and reducing the pay 2011 scheduled annual property tax levy to \$140,000. The levy is projected to increase to \$160,000 for 2012, \$180,000 for 2013, and approximately \$200,000 for 2014 and forward.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ <u>Buildings & Structures</u> (45200) Capital outlay for buildings and structures:

Financed by Fund Balance:

•	City Hall: interior improvements	\$ 25,000
•	City Hall: parking lot	\$ 30,000
•	City Hall Annex: interior improvements	\$ 5,000
•	City Hall Annex: exterior improvements	\$ 5,000
•	City storage facility	\$ 10,000
•	Fire: station 1 site acquisition	\$500,000
•	Fire: station 1 interior improvements	\$ 40,000
•	Fire: station 1 exterior improvements	\$ 10,000
•	Fire: station 1 parking lot	\$ 10,000
•	Fire: station 2 interior improvements	\$ 5,000
•	Fire: station 2 exterior improvements	\$ 30,000
•	Public Works: hoist system	\$ 7,000
•	Public Works: storage facility	\$ 22,000
•	Public Works: back parking lot	\$ 36,000

⇒ <u>Transfers Out</u> (47200) Transfers to the 2004 G.O. Capital Improvement Plan Bonds debt service fund.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
City Facilities							
	Revenues						
Other							
411-000-0000-36205 411-000-0000-36210	Refunds and Reimbursements Interest Earnings	\$0 \$10,000	\$0 \$8,066	\$0 \$1,000	\$0 \$0	\$0 \$0	N/A -100.0%
Total Other	_	\$10,000	\$8,066	\$1,000	\$0	\$0	-100.0%
	Total Revenues	\$10,000	\$8,066	\$1,000	\$0	\$0	-100.0%
	Other Financing Sources						
411-000-0000-39210 411-000-0000-39310		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$500,000	N/A N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$500,000	N/A
Total Rev	venues and Other Financing Sources _	\$10,000	\$8,066	\$1,000	\$0	\$500,000	49900.0%
	Expenditures						
Other Services and C	harges						
411-480-8000-43030 411-480-8000-43040	Engineering Services Legal Services	\$0 \$0	\$5,656 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Total Other Services a	and Charges	\$0	\$5,656	\$0	\$0	\$0	N/A
Capital Outlay							
	Land Buildings and Structures Office Equipment & Furnishings	\$0 \$0 \$0	\$0 \$27,403 \$17,119	\$0 \$177,000 \$0	\$0 \$5,388 \$0	\$0 \$735,000 \$0	N/A 315.3% N/A
Total Capital Outlay	_	\$0	\$44,523	\$177,000	\$5,388	\$735,000	315.3%
	Total Expenditures	\$0	\$50,179	\$177,000	\$5,388	\$735,000	315.3%
	Other Financing Uses						
411-493-9360-47200	Transfers Out	\$0	\$200,000	\$0	\$0	\$0	N/A
	Total Other Financing Uses	\$0	\$200,000	\$0	\$0	\$0	N/A
Total Exp	enditures and Other Financing Uses _	\$0	\$250,179	\$177,000	\$5,388	\$735,000	315.3%
City Facilities	=	\$10,000	(\$242,113)	(\$176,000)	(\$5,388)	(\$235,000)	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$518,614 \$10,000	\$518,614 (\$242,113)	\$276,501 (\$176,000)	\$276,501 (\$5,388)	\$100,501 (\$235,000)	-63.7% N/A
Fund Balance, Ending	of Year	\$528,614	\$276,501	\$100,501	\$271,113	(\$134,499)	-233.8%

NOTE: \$1,000,000 was transferred from the City Facilities capital projects fund to the 2004 G.O. Capital Improvement Plan Bonds debt service fund in 2009, thereby increasing the debt service fund balance and reducing the pay 2010 scheduled property tax levy from \$319,764 to \$220,000

NOTE: \$200,000 was transferred from the City Facilities capital projects fund to the 2004 G.O. Capital Improvement Plan Bonds debt service fund in 2010, thereby Increasing the debt service fund balance and reducing the pay 2011 scheduled property tax levy from \$220,000 to \$140,000; the levy is projected to increase to \$160,000 for 2012, \$180,000 for 2013, and approximately \$200,000 for 2014 and forward

VILLAGE (413)

BUDGETARY OBJECTIVE:

The purpose of this fund is to plan and prepare for the development and potential redevelopment of the Village. All obligations and expenditures for the Village project have been tracked and put into the Village capital projects fund. The project is being funded with a loan from General Fund reserves and a repayment schedule for the loan has been established.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ <u>Miscellaneous State Grants</u> (33426) Matching grant appropriated by the State of Minnesota.
- ⇒ <u>Reimbursements</u> (36205) Developer reimbursements to cover costs of developing the Village.
- ⇒ Bond Proceeds (39310) Potential financing of the Village project.

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Improvements Other Than Buildings</u> (45300) Village infrastructure costs, including I-94 to 30th Street forcemain.
- ⇒ <u>Loan Principal</u> (xxxxx) The initial principal payment was scheduled for 12/31/10, but sources to repay the loan have not been determined.
- ⇒ Loan Interest (46115) 4% interest on internal loan from the General Fund.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Village						****	
	Revenues						
Intergovernmental							
413-000-0000-33426	Miscellaneous State Grants	\$0	\$0	\$1,000,000	\$0	\$1,000,000	0.0%
Total Intergovernment	al _	\$0	\$0	\$1,000,000	\$0	\$1,000,000	0.0%
Other							
413-000-0000-36205 413-000-0000-36210		\$0 \$0	\$0 (\$240)	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Total Other	_	\$0	(\$240)	\$0	\$0	\$0	N/A
	Total Revenues	\$0	(\$240)	\$1,000,000	\$0	\$1,000,000	0.0%
	Other Financing Sources						
413-000-0000-39310	Bond Proceeds	\$0	\$0	\$2,500,000	\$0	\$2,778,000	11.1%
	Total Other Financing Sources	\$0	\$0	\$2,500,000	\$0	\$2,778,000	<u>1</u> 1.1%
Total Rev	enues and Other Financing Sources _	\$0	(\$240)	\$3,500,000	\$0	\$3,778,000	7.9%
	Expenditures						
Supplies							
413-480-8000-42000	Office Supplies	\$0	\$0	\$0	\$0	\$0	N/A
Total Supplies	-	\$0	\$0	\$0	\$0	\$0	N/A
Other Services and Ch	narges						
413-480-8000-43030 413-480-8000-43040 413-480-8000-43090 413-480-8000-43150 413-480-8000-43220 413-480-8000-44300	Legal Services Newsletter Contract Services Postage	\$0 \$0 \$0 \$60,000 \$0 \$0	\$87,642 \$0 \$0 \$1,955 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0	\$132,300 \$1,261 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0	N/A N/A N/A N/A N/A
Total Other Services a	and Charges	\$60,000	\$89,597	\$0	\$133,561	\$0	N/A
Capital Outlay							
413-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$3,500,000	\$0	\$3,778,000	7.9%
Total Capital Outlay	_	\$0	\$0	\$3,500,000	\$0	\$3,778,000	7.9%
Debt Service							
413-480-8000-46015 413-480-8000-46115		\$460,000 \$40,000	\$0 \$40,000	\$0 \$42,000	\$0 \$0	\$0 \$40,000	N/A -4.8%
Total Debt Service	-	\$500,000	\$40,000	\$42,000	\$0	\$40,000	-4.8%
	Total Expenditures	\$560,000	\$129,597	\$3,542,000	\$133,561	\$3,818,000	7.8%
Village	<u>.</u>	(\$560,000)	(\$129,838)	(\$42,000)	(\$133,561)	(\$40,000)	N/A
Fund Balance							
Fund Balance, Beginni Net Change in Fund B		(\$1,016,403) (\$560,000)	(\$1,016,403) (\$129,838)	(\$1,146,241) (\$42,000)	(\$1,146,241) (\$133,561)	(\$1,188,241) (\$40,000)	N/A N/A
Fund Balance, Ending	of Year	(\$1,576,403)	(\$1,146,241)	(\$1,188,241)	(\$1,279,802)	(\$1,228,241)	N/A

MANNING AVENUE/HIGHWAY 36 (414)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for designated funds from a developer for reconstructing portions of Manning Avenue by Sanctuary. In 2007, the Manning Avenue/Highway 36 capital projects fund was created with a \$14,290 prior period adjustment to account for and segregate prior year initial expenditures incurred and originally recorded in the Infrastructure Reserve capital projects fund in 2006.

A \$75,000 escrow received from the Sanctuary developer in 2006 is recorded in the Manning Avenue/Highway 36 fund. Per the Sanctuary development agreement, this \$75,000 and any interest accrued thereon may only be used by the city to reimburse itself for up to 50% of the costs incurred by the city for the Manning Avenue improvement.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Manning Ave/Hwy 3	6						
	Revenues						
Other							
414-000-0000-36210	Interest Earnings	\$1,500	\$1,105	\$1,000	\$0_	\$600	-40.0%
Total Other	_	\$1,500	\$1,105	\$1,000	\$0	\$600	-40.0%
	Total Revenues	\$1,500	\$1,105	\$1,000	\$0	\$600	-40.0%
	Other Financing Sources						
414-000-0000-39310	Bond Proceeds	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources _	\$1,500	\$1,105	\$1,000	\$0	\$600	-40.0%
	Expenditures						
Other Services and C	harges						
414-480-8000-43030 414-480-8000-43040 414-480-8000-43150		\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	N/A N/A N/A
Total Other Services	and Charges	\$0	\$0	\$0	\$0	\$0	N/A
Capital Outlay							
414-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay	_	\$0	\$0	\$0	\$0	\$0	N/A
480	Total Expenditures	\$0	\$0	\$0	\$0	\$0	N/A
Manning Ave/Hwy 36	-	\$1,500	\$1,105	\$1,000	\$0	\$600	-40.0%
Fund Balance							
Fund Balance, Beginn Net Change in Fund E		(\$8,806) \$1,500	(\$8,806) \$1,105	(\$7,701) \$1,000	(\$7,701) \$0	(\$6,701) \$600	N/A -40.0%
Fund Balance, Ending	of Year =	(\$7,306)	(\$7,701)	(\$6,701)	(\$7,701)	(\$6,101)	N/A

2009 STREET IMPROVEMENTS (415)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the 2009 street infrastructure projects.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Bond Proceeds</u> (39310) Borrowing to finance capital road and street improvements (part of \$575,000 2009B G.O. Improvement Bonds).

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted road and street engineering services.
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for road and street improvements:

Financed by Bond Proceeds (bonds to be repaid 70% through the property tax levy and 30% through special assessments): (PROJECTS LISTED REPRESENT ORIGINALLY BUDGETED STREETS)

•	#1 OHOOK 11	Manning Ave to cul-de-sac
•	3 RD Street Pl N	Lake Elmo Ave (CSAH 17) to cul-de-sac
•	Legion Ln N	Legion Ln Ct to Legion Ave
•	Legion Ln N	Legion Ln Ct to Legion Ln Circle
•	Legion Ln N	Legion Ave N to Lisbon Ave N
•	Legion Ln N	Lisbon Ave to Legion Ln Circle
•	Legion Ln N	30 th Street N to south end
•	Legion Ln Circle N	Legion Ln to cul-de-sac
•	Legion Ln Ct N	Legion Ln to cul-de-sac
•	Lisbon Ave N	Legion Ln to cul-de-sac

The 2009 Street Improvements capital projects fund was closed to the 2009B G.O. Improvement Bonds debt service fund in 2010.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2009 Street Improve	ments						
	Revenues						
Other							
415-000-0000-36210	Interest Earnings	\$0	\$588	\$0	\$0	\$0	N/A
Total Other		\$0	\$588	\$0	\$0	\$0	N/A
	Total Revenues	\$0	\$588	\$0	\$0	\$0	N/A
	Other Financing Sources						
415-000-0000-39310 415-000-0000-39320	Bond Proceeds Premiums on Bonds Sold	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources _	\$0	\$588	\$0	\$0	\$0	N/A
	Expenditures						
Other Services and C	harges						
415-480-8000-43030 415-480-8000-43040 415-480-8000-43150 415-480-8000-43510	Contract Services	\$0 \$0 \$0 \$0	\$6,300 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
Total Other Services	-	\$0	\$6,300	\$0	\$0	\$0	N/A
Capital Outlay		*				. 40	1471
	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$ 0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
	Total Expenditures	\$0	\$6,300	\$0	\$0	\$0	N/A
	Other Financing Uses						
415-493-9360-47200	Transfers Out	\$0	\$29,248	\$0	.\$0	\$0	N/A
	Total Other Financing Uses	\$0	\$29,248	\$0	\$0	\$0	N/A
Total Exp	penditures and Other Financing Uses _	\$0	\$35,547	\$0	\$0	\$0	N/A
2009 Street Improven	nents =	\$0	(\$34,959)	\$0	\$0	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$34,959 \$0	\$34,959 (\$34,959)	(\$0) \$0	(\$0) \$0	(\$0) \$0	N/A N/A
Fund Balance, Ending	of Year	\$34,959	(\$0)	(\$0)	(\$0)	(\$0)	N/A

TABLYN PARK ENTRANCE (416)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the 2009 Tablyn Park entrance project.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ <u>Bond Proceeds</u> (39310) Borrowing to finance capital road and street improvements (part of \$575,000 2009B G.O. Improvement Bonds).

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted road and street engineering services.
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for road and street improvements.

The Tablyn Park Entrance capital projects fund was closed to the 2009B G.O. Improvement Bonds debt service fund in 2010.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Tablyn Park Entranc	e						
	Revenues						
Other							
416-000-0000-36210	Interest Earnings	\$0	\$146	\$0	\$0	\$0	N/A
Total Other	-	\$0	\$146	\$0	\$0	\$0	N/A
	Total Revenues	\$0	\$146	\$0	\$0	\$0	N/A
	Other Financing Sources						
416-000-0000-39310 416-000-0000-39320	Bond Proceeds Premiums on Bonds Sold	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources _	\$0	\$146	\$0	\$0	\$0	N/A
	Expenditures						
Other Services and C	harges						
416-480-8000-43030 416-480-8000-43040 416-480-8000-43150 416-480-8000-43510	Contract Services	\$0 \$0 \$0 \$0	\$64 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
Total Other Services a	and Charges	\$0	\$64	\$0	\$0	\$0	N/A
Capital Outlay	•						***************************************
416-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay	_	\$0	\$0	\$0	\$0	\$0	N/A
	Total Expenditures	\$0	\$64	\$0	\$0	\$0	N/A
	Other Financing Uses						
416-493-9360-47200	Transfers Out	\$0	\$8,601	\$0	\$0	\$0	N/A
	Total Other Financing Uses	\$0	\$8,601	\$0	\$0	\$0	N/A
Total Exp	enditures and Other Financing Uses _	\$0	\$8,664	\$0	\$0	\$0	N/A
Tablyn Park Entrance	=	\$0	(\$8,518)	\$0	\$0		N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$8,518 \$0	\$8,518 (\$8,518)	\$0 \$0	\$0 \$0	\$0 \$0	0.0% N/A
Fund Balance, Ending	of Year	\$8,518	\$0	\$0	\$0	\$0	0.0%

2010 STREET IMPROVEMENTS (417)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the 2010 street infrastructure projects.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ MSA Construction (33419) State MSA construction aid originally projected for 70% of the Jamaca Avenue roundabout project, but subsequently determined to be unnecessary.
- ⇒ <u>Bond Proceeds</u> (39310) Borrowing to finance capital road and street improvements (\$710,000 2010A G.O. Improvement Bonds).

EXPENDITURES & OTHER FINANCING USES

- ⇒ Engineering Services (43030) Expenditures for contracted road and street engineering services.
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for road and street improvements:

Financed by Bond Proceeds (bonds to be repaid 70% through the property tax levy and 30% through special assessments): (PROJECTS LISTED REPRESENT ORIGINALLY BUDGETED STREETS)

57th Street N

55th Street to Julep way

• 53rd Street N

East side of Foxfire Addn to Keats Ave N

Isle Ave N

Jamaca Ave N to south end

Jane Road N

Jamaca Ave N to west end

Financed by Bond Proceeds (bonds to be repaid 100% through the property tax levy): (PROJECT LISTED REPRESENTS ORIGINALLY BUDGETED IMPROVEMENT)

Jamaca Ave Roundabout

Jamaca Ct to TH 5

Financed by Bond Proceeds (bonds to be repaid 100% through the property tax levy): (PROJECT LISTED REPRESENTS ADDITIONAL IMPROVEMENT ADDED IN 2010)

42nd Street Mill and Overlay

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2010 Street Improve	ements						
	Revenues						
Intergovernmental							
417-000-0000-33419	MSA Construction	\$170,805	\$0	\$0	\$0	\$0	. N/A
Total Intergovernmen	ıtal	\$170,805	\$0	\$0	\$0	\$0	N/A
Other							
417-000-0000-36210	Interest Earnings	. \$0	(\$1,735)	\$0_	\$0	\$0	N/A
Total Other	_	\$0	(\$1,735)	\$0	\$0	\$0	N/A
	Total Revenues	\$170,806	(\$1,735)	\$0_	\$0	\$0	N/A
	Other Financing Sources						
417-000-0000-39310	Bond Proceeds	\$481,649	\$710,000	\$0	\$0	\$0	N/A
	Total Other Financing Sources	\$481,649	\$710,000	\$0	\$0	\$0	N/A
Total Rev	venues and Other Financing Sources	\$652,454	\$708,265	. \$0	\$0	\$0	N/A
	Expenditures						
Other Services and C	harges						
417-480-8000-43030 417-480-8000-43040 417-480-8000-43150 417-480-8000-43510	Contract Services	\$0 \$0 \$0 \$0	\$139,200 \$0 \$18,734 \$162	\$0 \$0 \$0 \$0	\$5,551 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
Total Other Services	and Charges	\$0	\$158,096	\$0	\$5,551	\$0	N/A
Capital Outlay	To below						
417-480-8000-45300	Improvements Other Than Bidgs	\$652,454	\$464,887	\$0	(\$4,154)	\$0	N/A
Total Capital Outlay		\$652,454	\$464,887	\$0	(\$4,154)	\$0	N/A
Debt Service						+ ***	
417-480-8000-46200	Fiscal Agent Fees	\$0	\$26,576	\$0	\$0	\$0	N/A
Total Debt Service		\$0	\$26,576	\$0	\$0	\$0	N/A
	Total Expenditures	\$652,454	\$649,559	\$0	\$1,397	\$0	N/A
2010 Street Improven	nents =	\$0	\$58,706	\$0	(\$1,397)	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund E		(\$19,037) \$0	(\$19,037) \$58,706	\$39,669 \$0	\$39,669 (\$1,397)	\$39,669 \$0	0.0% N/A
Fund Balance, Ending	of Year	(\$19,037)	\$39,669	\$39,669	\$38,272	\$39,669	0.0%
	the state of the s						

2011 STREET IMPROVEMENTS (418)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the 2011 street infrastructure projects.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ MSA Construction (33419) State MSA construction aid.
- ⇒ <u>Bond Proceeds</u> (39310) Borrowing to finance capital road and street improvements.

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted road and street engineering services.
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for road and street improvements:

Financed by Bond Proceeds (bonds to be repaid 70% through the property tax levy and 30% through special assessments): (PROJECTS LISTED REPRESENT ORIGINALLY BUDGETED STREETS)

•	Laverne Ave N	11 th Street N to 12 th Street N
•	Laverne Ave N	CSAH 10 (10 th St N) to 11 th St N
•	Layton Ave N	CSAH 10 (10 th St N) to 12 th St N
•	Leeward Ave N	CSAH 10 (10 th St N) to 12 th St N
•	11 th St N	Laverne Ave W to cul-de-sac
•	12 th St N	Layton Ave to Leeward Ave
•	12 th St N	Laverne Ave to Layton Ave N
•	12 th St N	West cul-de-sac to Laverne Ave
•	10 th St Ct N	CSAH 10 (10 th St) to cul-de-sac

Financed by Bond Proceeds (bonds to be repaid approximately 86% through the property tax levy and approximately 14% through special assessments): (PROJECT LISTED REPRESENTS ADDITIONAL IMPROVEMENT ADDED IN 2011)

50TH Street and Kimbro Avenue

Financed by Bond Proceeds (bonds to be repaid 100% through the property tax levy): (PROJECT LISTED REPRESENTS ADDITIONAL IMPROVEMENT ADDED IN 2011)

Kindred Court Drainage Corrections

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2011 Street Improve	ments						
	Revenues						
Intergovernmental							
418-000-0000-33419	MSA Construction	\$0	\$0	\$0	\$0	\$0	N/A
Total Intergovernment	tal	\$0	\$0	\$0	\$0	\$0	N/A
Other							
418-000-0000-36210	Interest Earnings	\$0	(\$48)	\$0	\$0	\$0	N/A
Total Other	_	\$0	(\$48)	\$0	\$0	\$0	N/A
	Total Revenues	\$0	(\$48)	\$0	\$0	\$0	N/A
	Other Financing Sources						
418-000-0000-39210 418-000-0000-39310		\$0 \$0	\$0 \$0	\$0 \$483,000	\$0 \$0	\$0 \$0	N/A -100.0%
	Total Other Financing Sources	\$0	\$0	\$483,000	\$0	\$0	-100.0%
Total Rev	venues and Other Financing Sources _	\$0	(\$48)	\$483,000	\$0	\$0	-100.0%
	Expenditures						
Other Services and C	harges						
418-480-8000-43030 418-480-8000-43040 418-480-8000-43150 418-480-8000-43510	Contract Services	\$0 \$0 \$0 \$0	\$32,466 \$0 \$9,433 \$0	\$0 \$0 \$0 \$0	\$46,336 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
Total Other Services a	and Charges	\$0	\$41,899	\$0	\$46,336	\$0	N/A
Capital Outlay							
418-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$483,000	\$0	\$0	-100.0%
Total Capital Outlay	_	\$0	\$0	\$483,000	\$0	\$0	-100.0%
	Total Expenditures	\$0	\$41,899	\$483,000	\$46,336	\$0	-100.0%
2011 Street Improven	nents =	\$0	(\$41,947)	\$0	(\$46,336)	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund B		\$0 \$0	\$0 (\$41,947)	(\$41,947) \$0	(\$41,947) (\$46,336)	(\$41,947) \$0	N/A N/A
Fund Balance, Ending	of Year	\$0	(\$41,947)	(\$41,947)	(\$88,283)	(\$41,947)	N/A

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2012 STREET IMPROVEMENTS (419)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the 2012 street infrastructure projects.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ MSA Construction (33419) State MSA construction aid.
- ⇒ <u>Bond Proceeds</u> (39310) Borrowing to finance capital road and street improvements.

EXPENDITURES & OTHER FINANCING USES

- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted road and street engineering services.
- ⇒ <u>Improvements Other Than Buildings</u> (45300) Capital outlay for road and street improvements:

Financed by Bond Proceeds (bonds to be repaid 70% through the property tax levy and 30% through special assessments): (PROJECTS LISTED REPRESENT ORIGINALLY BUDGETED STREETS)

•	50 th /Kimbro Avenue	47 th St to CSAH 17	\$ 300,000
•	Demontreville Tr Cir N	Demontreville Tr PI to cul-de-sac	\$ 150,000
•	Demontreville Tr Cir N	Demontreville to Demontreville Tr Pl	\$ 84,000
•	Demontreville Tr PI N	Demontreville Tr Ct to cul-de-sac	\$ 96,000

Financed by Bond Proceeds (bonds to be repaid 70% through MSA construction aid and 30% through special assessments): (PROJECT LISTED REPRESENTS ORIGINALLY BUDGETED STREET)

• Keats Avenue 57th St to TH 36 \$1,000,000

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
2012 Street Improve	ments						
	Revenues						
Intergovernmental							
419-000-0000-33419	MSA Construction	\$0	\$0_	\$0	\$0	\$700,000	N/A
Total Intergovernmen	tal	\$0	\$0	\$0	\$0	\$700,000	N/A
Other							
419-000-0000-36210	Interest Earnings	\$0	\$0	\$0	\$0	\$0	N/A
Total Other	_	\$0	\$0	\$0	\$0	\$0	N/A
	Total Revenues	\$0	\$0	\$0	\$0	\$700,000	N/A
	Other Financing Sources						
419-000-0000-39210 419-000-0000-39310		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$930,000	N/A N/A
	Total Other Financing Sources	\$0	\$0	\$0	\$0	\$930,000	N/A
Total Rev	venues and Other Financing Sources_	\$0	\$0	\$0	\$0	\$1,630,000	N/A
	Expenditures						
Other Services and C	harges						
419-480-8000-43030 419-480-8000-43040 419-480-8000-43150 419-480-8000-43510	Contract Services	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
Total Other Services	and Charges	\$0	\$0	\$0	\$0	\$0	N/A
Capital Outlay							
419-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0_	\$1,630,000	N/A
Total Capital Outlay	_	\$0	\$0	\$0	\$0	\$1,630,000	N/A
	Total Expenditures	\$0	\$0	\$0	\$0	\$1,630,000	N/A
2012 Street Improven	nents	\$0	\$0	\$0	\$0	\$0	N/A
Fund Balance							
Fund Balance, Beginn Net Change in Fund E		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Fund Balance, Ending	of Year	\$0	\$0	\$0	\$0	\$0	N/A

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ENTERPRISE FUNDS SUMMARY

PURPOSE:

Enterprise funds (a type of proprietary fund) are used to report an activity for which a fee is charged to external users for goods or services. Enterprise funds account for operations financed and operated in a manner similar to private business enterprises. The intent of the governing body is that the costs of providing goods or services on a continuing basis be financed or recovered primarily through user charges. The city presently has three enterprise funds:

- 1. Water
- 2. Sewer
- 3. Surface Water

Annual appropriated budgets are not adopted for enterprise funds, but budgets are prepared by staff and reviewed by the city council to assist in the city's overall financial planning.

BASIS OF ACCOUNTING & BUDGETING:

Enterprise funds are accounted for on the economic resources measurement focus, where the aim of a set of financial statements is to report all inflows, outflows, and balances affecting or reflecting an entity's net assets.

All assets and all liabilities (whether current or non-current) associated with an enterprise fund's activity are included on the balance sheet. Transactions that improve or diminish the economic position of the fund are reported as revenues or expenses. Depreciation, using the straight-line method, is charged against all exhaustible capital assets as an expense against operations.

Enterprise funds are accounted for using the accrual basis of accounting, which recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

The basis of budgeting is consistent with accounting principles generally accepted in the United States of America.

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Fund Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
ENTERP	RISE FUNDS						
	Revenues (Operating and Nonoperating)						
601	Water	\$557,600	\$888,569	\$579,000	\$378,761	\$560,500	-3.2%
602 603	Sewer Surface Water	\$37,500 \$119,000	\$51,539 \$376,608	\$39,750 \$135,000	\$32,487 \$140,300	\$45,100 \$167,500	13.5% 24.1%
	Total Revenues (Operating and Nonoperating)	\$714,100	\$1,316,716	\$753,750	\$551,548	\$773,100	2,6%
	Expenses (Operating and Nonoperating)						
601	Water	\$956,576	\$898,320	\$960,315	\$224,403	\$900,693	-6.2%
602 603	Sewer Surface Water	\$76,876 \$119,092	\$61,512 \$ 1 51,383	\$103,506 \$129,598	\$38,335 \$48,635	\$103,003 \$163,732	-0.5% 26.3%
	Total Expenses (Operating and Nonoperating)	\$1,152,544	\$1,111,214	\$1,193,419	\$311,374	\$1,167,428	-2.2%
TOTAL E	ENTERPRISE FUNDS	(\$438,444)	\$205,502	(\$439,669)	\$240,173	(\$394,328)	N/A
	Other Cash Inflow						
	Bond/Loan Issuance						
601	Water	\$885,000	\$23,928	\$1,370,000	\$56,226	\$2,290,000	67.2%
602 603	Sewer Surface Water	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Bond/Loan Issuance	\$885,000	\$23,928	\$1,370,000	\$56,226	\$2,290,000	67.2%
	Other Cash Outflow						
	Bond/Loan Principal						
601	Water	\$35,000	\$35,000	\$40,000	\$0	\$40,000	0.0%
602 603	Sewer Surface Water	\$0 \$0	\$0 \$23,928	\$0 \$0	\$0 \$56,226	\$0 \$0	N/A N/A
	Total Bond Principal	\$35,000	\$58,928	\$40,000	\$56,226	\$40,000	0.0%
	Acquisition of Capital Assets				·		
601	Water	\$885,000	\$33,320	\$1,370,000	\$0	\$2,290,000	67.2%
602 603	Sewer Surface Water	\$0 \$35,000	\$0 \$0	\$0 \$35,000	\$0 \$0	\$0 \$0	N/A
003					,		-100.0%
	Total Acquisition of Capital Assets	\$920,000	\$33,320	\$1,405,000	\$0	\$2,290,000	63.0%
Net Asse	t <u>s</u>						
	its, Beginning of Year ige in Net Assets	\$7,701,302 (\$438,444)	\$7,701,302 \$205,502	\$7,906,804 (\$439,669)	\$7,906,804 \$240,173	\$7,467,135 (\$394,328)	-5.6% N/A
Net Asse	ts, Ending of Year	\$7,262,858	\$7,906,804	\$7,467,135	\$8,146,977	\$7,072,807	-5.3%
Cash							
	ginning of Year	\$500,666	\$500,666	\$538,368	\$538,368	\$384,710	-28.5%
	n Net Assets Contrib. of Capital Assets	(\$438,444) \$0	\$205,502 (\$345,947)	(\$439,669) \$0	\$240,173 \$0	(\$394,328) \$0	N/A N/A
	x: Depreciation Expense	\$322,000	\$348,746	\$355,000	\$0	\$367,200	3.4%
	c Deferred Charges Amort. Bond Discount Amort.	\$6,277 \$0	\$7,418 (\$711)	\$6,011 \$0	\$0 \$0	\$7,418 \$0	23.4% N/A
Add: Oth	er Cash Inflow	\$885,000	\$23,928	\$1,370,000	\$56,226	\$2,290,000	67.2%
	Other Cash Outflow sh Flow Items	(\$955,000) \$0	(\$92,248) (\$108,986)	(\$1,445,000) \$0	(\$56,226) \$0	(\$2,330,000) \$0	N/A N/A
	ding of Year	\$320,499	\$538,368	\$384,710	\$778,541	\$325,000	-15.5%
	-	, ,	,,	,	<u>\'\\\</u>		101070

WATER (601)

BUDGETARY OBJECTIVE:

The water fund is responsible for recording expenses related to the cost, maintenance, and replacement of the city water system while deriving revenue from user charges.

ACCOUNT HIGHLIGHTS:

REVENUES AND TRANSFERS IN

- ⇒ <u>Water Sales</u> (37100) City property owners are charged on a quarterly basis for water usage.
- ⇒ <u>Water Connections Municipal</u> (37150) Water hook-up charges.
- ⇒ <u>Meter Sales</u> (37170) Charges for water meters placed in city properties.
- ⇒ Tower Rent (37180) Rent charged for antenna placement on city water towers.
- ⇒ <u>Transfer In</u> (39210) Transfer from the General fund to assist in offsetting the Water fund's declining cash balance \$25,000.

OTHER CASH INFLOW

⇒ <u>Bond Issuance</u> Debt issued for the financing of water capital equipment or water infrastructure. Due to the full accrual method of accounting in the water fund, this amount will ultimately be classified as a bond or loan payable liability, and no bond proceeds revenue will be recorded.

EXPENSES

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Water Meters & Supplies</u> (42300) Acquisition of water meters for replacement of obsolete or non-serviceable meters.
- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted engineering services related to water.
- ⇒ <u>Contract Services</u> (43150) Includes expenditures for financial consulting services and outsourced accounting services, including accounts payable, payroll, and utility billing.
- ⇒ <u>Depreciation Expense</u> (43320) Straight-line depreciation is calculated on the water system and related capital assets.

- ⇒ <u>Insurance</u> (43610) Premiums for water infrastructure, buildings, vehicles, and equipment.
- ⇒ Electric Utility (43810) Includes water related electric service.
- ⇒ Water Utility (43820) Externally provided water service.
- ⇒ Repairs & Maintenance (44030) Water related system and equipment repairs and maintenance.
- ⇒ <u>Bond Interest</u> (46110) Interest payments/expense due on the 2005 and 2009A Refunding (2002) G.O. Water Revenue Bonds.

OTHER CASH OUTFLOW

- ⇒ <u>Bond Principal</u> (46010) Principal payments due on the 2005 and 2009A Refunding (2002) G.O. Water Revenue Bonds. Due to the full accrual method of accounting in the water fund, this amount will ultimately be classified against a bonds payable liability, and no principal expense will be recorded.
- ⇒ Acquisition of Capital Assets Water capital assets including the following:

Well and pumphouse #4 \$1,370,000
Keats trunk watermain extension \$920,000

Due to the full accrual method of accounting in the water fund, these amounts may ultimately be classified as capital assets, and no capital outlay expense would be recorded. Capital assets would be depreciated each year based on their estimated useful lives on a straight line basis.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Water							
	Operating Revenues						
60 1 -000-0000-36100	Special Assessments	\$4,000	\$3,774	\$4,000	\$15,049	\$2,500	-37,6%
601-000-0000-36205	Refunds and Reimbursements	\$0	\$0	\$0	\$0	\$0	-37.07 N//
601-000-0000-37100 601-000-0000-37120		\$425,000 \$0	\$502,464 \$0	\$440,000 \$0	\$226,504 \$5,972	\$440,000 \$0	0.09
601-000-0000-37170		\$4,150	\$11,121	\$5,000	\$5,447	\$5,000	N// 0.0%
	Total Operating Revenues	\$433,150	\$517,359	\$449,000	\$252,972	\$ 4 47,500	-0.3%
	Operating Expenses						
Personnel Services							
601-494-9400-41010		\$73,567	\$72,799	\$74,660	\$40,618	\$74,627	0.0%
601-494-9400-41210 601-494-9400-41220	PERA Contributions FICA Contributions	\$5,150 \$4,561	\$5,074 \$4,377	\$5,413	\$2,945	\$5,410 \$4,607	-0.1%
	Medicare Contributions	\$1,067	\$4,377 \$1,024	\$4,629 \$1,083	\$2,410 \$563	\$4,627 \$1,082	0.0% -0.1%
601-494-9400-41300	Health\Dental Insurance	\$15,467	\$14,576	\$16,313	\$8,305	\$14,320	-12.29
	Unemployment Benefits Workers Compensation	\$0 \$4,339	\$0 \$4,861	\$0 \$4,226	\$0 \$3,507	\$0 \$3,779	N// -10,6%
Total Personnel Servi	•	\$104,151	\$102,711	\$106,324	\$58,349	\$103,845	-2.3%
Supplies		4.5 ().5	4102(11)	ψ700j0E4	ψουμοτιο	ψισοίουσ	-2.07
601-494-9400-42000	Office Supplies	\$200	\$410	\$500	\$0	\$500	0.0%
601-494-9400-42030		\$2,500	\$765	\$1,500	\$0	\$1,000	-33.3%
601-494-9400-42160		\$5,000	\$3,893	\$5,000	\$2,089	\$5,000	0.0%
	Utility System Maintenance	\$6,000 \$70,000	\$2,807	\$4,000	\$760	\$3,500	-12.59
	Water Meters & Supplies Small Tools & Minor Equipment	\$70,000 \$2,500	\$84,861 \$488	\$70,000 \$2,000	\$2,641 \$0	\$25,000 \$1, 500	-64.3% -25.0%
Total Supplies		\$86,200	\$93,225	\$83,000	\$5,490	\$36,500	-56.0%
Other Services and C	harges	· ——— <u>—</u>		 -			
601-494-9400-43030	Engineering Services	\$60,000	\$13,141	\$50,000	\$11,266	\$40,000	-20.0%
601-494-9400-43150		\$15,000	\$21,668	\$17,000	\$0	\$20,000	17.69
601-494-9400-43180 601-494-9400-43210	Software Support Telephone	\$4,200 \$550	\$2,298 \$506	\$4,200 \$450	\$1,452 \$296	\$3,200 \$600	-23.8% 33.3%
301-494-9400-43220	Postage	\$2,1 0 0	\$1,940	\$2,000	\$1,000	\$2,000	0.09
301-494-9400-43320	Depreciation Expense	\$310,000	\$324,818	\$330,000	\$0	\$340,000	3.0%
301-494-9400-43610	Insurance	\$10,143	\$9,710	\$10,000	\$6,023	\$9,000	-10.0%
301-494-9400-43810 301-494-9400-43820	Electric Utility Water Utility	\$30,000	\$20,889	\$25,000	\$10,080	\$23,000	-8.0%
	Repairs\Maint Imp Not Bidgs	\$120,000 \$10,000	\$96,406 \$7,900	\$120,000 \$10,000	\$28,997 \$2,667	\$110,000 \$10,000	-8.3% 0.0%
601-494-9400-44300	Miscellaneous	\$5,000	\$3,225	\$4,000	\$2,906	\$4,000	0.07
601-494-940 0-4 4370	Conferences & Training	\$1,000	\$884	\$1,000	\$0	\$1,000	0.0%
601-494-9400-46200	Fiscal Agent Fees	\$0	\$425	\$425	\$425	\$425	0.09
Total Other Services	and Charges	\$567,993	\$503,810	\$574,075	\$65,112	\$563,225	
	Total Operating Expenses	\$758,344	\$699,746	\$763,399	\$128,951	\$703,570	-7.8%
	Operating Income (Loss)	(\$325,194)	(\$182,387)	(\$314,399)	\$124,021	(\$256,070)	N//
	Nonoperating Revenues						
	Interest on Investments Contrib, of Capital Assets	\$9,000 \$0	\$10,583 \$4,401	\$5,000 \$0	\$0 \$0	\$4,000	-20.0%
	Developer Contributions	\$0 \$0	\$183,000	\$0	\$0	\$0 \$0	N// N//
	Water Connections - Municipal	\$37,850	\$78,000	\$45,000	\$42,900	\$48,000	6.79
01-000-0000-37180		\$27,600	\$45,226	\$30,000	\$32,889	\$36,000	20.0%
301-000-0000-39210	Transfer In	\$50,000	\$50,000	\$50,000	\$50,000	\$25,000	-50.0%
	Total Nonoperating Revenues	\$124,450	\$371,210	\$130,000	\$125,789	\$113,000	-13.1%
	Nonoperating Expenses						
601-494-9400-46110 601-494-9400-46300	Bond Interest Deferred Charges Amort.	\$191,955 \$6,277	\$191,156 \$7,418	\$190,905 \$6,011	\$95,4 53 \$ 0	\$189,705 \$7,418	-0.6% 23.4%
	Total Nonoperating Expenses	\$198,232	\$198,574	\$196,916	\$95,453	\$197,123	0.1%
	Change in Net Assets	(\$398,976)	(\$9,751)	(\$381,315)	\$154,358	(\$340,193)	N//
	•			·			7 11

City of Lake Elmo Budget 2012

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Other Cash Inflow							
N/A N/A	Bond Issuance Surface Water Loan	\$885,000 \$0	\$0 \$23,928	\$1,370,000 \$0	\$0 \$56,226	\$2,290,000	67.2% N/A
	Total Other Cash Inflow	\$885,000	\$23,928	\$1,370,000	\$56,226	\$2,290,000	67.2%
Other Cash Outflow							
601-494-9400-46010 N/A N/A) Bond Principal Surface Water Loan Acquisition of Capital Assets	\$35,000 \$0 \$885,000	\$35,000 \$0 \$33,320	\$40,000 \$0 \$1,370,000	\$0 \$0 \$0	\$40,000 \$0 \$2,290,000	0.0% N/A 67.2%
	Total Other Cash Outflow	\$920,000	\$68,320	\$1,410,000	\$0	\$2,330,000	65.2%
Net Assets							
Net Assets, Beginnin Change in Net Asset		\$6,872,316 (\$398,976)	\$6,872,316 (\$9,751)	\$6,862,565 (\$381,315)	\$6,862,565 \$154,358	\$6,481,250 (\$340,193)	-5.6% N/A
Net Assets, Ending o	of Year	\$6,473,340	\$6,862,565	\$6,481,250	\$7,016,923	\$6,141,057	-5.2%
Cash							
Cash, Beginning of Y Change in Net Asset Deduct: Contrib. of G Add Back: Deferred Add Back: Bond Dis Add: Other Cash Inf Deduct: Other Cash Other Cash Flow Iter	is Capital Assets Iton Expense Charges Amort. count Amort. low Outflow	\$533,346 (\$398,976) \$0 \$310,000 \$6,277 \$0 \$885,000 (\$920,000)	\$533,346 (\$9,751) (\$187,401) \$324,818 \$7,418 (\$711) \$23,928 (\$68,320) (\$57,920)	\$565,407 (\$381,315) \$0 \$330,000 \$6,011 \$0 \$1,370,000 (\$1,410,000) \$0	\$565,407 \$154,358 \$0 \$0 \$0 \$0 \$56,226 \$0 \$0	\$480,103 (\$340,193) \$0 \$340,000 \$7,418 \$0 \$2,290,000 (\$2,330,000)	-15.1% N/A N/A 3.0% 23.4% N/A 67.2% N/A N/A
Cash, Ending of Yea	r	\$415,647	\$565,407	\$480,103	\$775,991	\$447,328	-6.8%

(

SEWER (602)

BUDGETARY OBJECTIVE:

The sewer fund is responsible for recording expenses related to the cost, maintenance, and replacement of the city sewer system while deriving revenue from user charges.

ACCOUNT HIGHLIGHTS:

REVENUES

- ⇒ <u>Sewer Sales</u> (37200) City property owners are charged on a quarterly basis for sewer usage.
- ⇒ Connection Fees Regional (37250) Sewer hook-up charges.

EXPENSES

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted engineering services related to sewer.
- ⇒ <u>Contract Services</u> (43150) Includes expenditures for financial consulting services and outsourced accounting services, including accounts payable, payroll, and utility billing.
- ⇒ <u>Depreciation Expense</u> (43320) Straight-line depreciation is calculated on the sewer system and related capital assets.
- ⇒ <u>Sewer Utility Met Council</u> (43820) Charges are based on sewer flow estimates made by the Metropolitan Waste Control Commission.
- ⇒ Repairs & Maintenance (44030) Sewer related system and equipment repairs and maintenance.

OTHER CASH OUTFLOW

- ⇒ <u>Acquisition of Capital Assets</u> Sewer capital assets including the following:
 - None for 2012

Due to the full accrual method of accounting in the sewer fund, these amounts may ultimately be classified as capital assets, and no capital outlay expense would be recorded. Capital assets would be depreciated each year based on their estimated useful lives on a straight line basis.

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Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Sewer					(**************************************		- Trimings
00,000	Operating Revenues						
ena non nonn aeson	•	\$0	\$0	\$0	\$0	ė.	
602-000-0000-36100 602-000-0000-37200		\$37,500	\$48,508	\$39,500	\$31,402	\$0 \$45,000	N// 13.99
	Total Operating Revenues	\$37,500	\$48,508	\$39,500	\$31,402	\$45,000	13.99
	Operating Expenses						
Personnel Services							
602-495-9450-41010		\$16,218	\$15,774	\$16,164	\$8,899	\$16,246	0.69
602-495-9450-41210 602-495-9450-41220		\$1,135 \$1,006	\$1,103 \$944	\$1,172 \$1,002	\$645 \$521	\$1,178 \$1,007	0.59 0.59
	Medicare Contributions Health/Dental Insurance	\$235 \$3,914	\$221 \$3,696	\$234 \$4,141	\$122 \$2,076	\$236 \$3,573	0.99 -13.79
602-495-9450-41420	Unemployment Benefits	\$0	\$0	\$0	\$0	\$0	N/A
	Workers Compensation	\$1,118	\$1,258	\$1,293	\$1,073	\$1,163	-10.19
Total Personnel Servi	ces	\$23,626	\$22,995	\$24,006	\$13,336	\$23,403	-2,59
Supplies							
	Utility System Maint Supplies Small Tools & Minor Equipment	\$2,000 \$1,500	\$210 \$0	\$1,500 \$1,000	\$0 \$0	\$1,000 \$1,000	-33,39 0.09
	onas roos a minor Equipment				,		
Total Supplies		\$3,500	\$210	\$2,500	\$ D	\$2,000	-20.09
Other Services and C	•						
602-495-9450-43030 602-495-9450-43150	Engineering Services Contract Services	\$6,000 \$10,000	\$7,488 \$4,334	\$32,000 \$12,000	\$12,043 \$0	\$32,000 \$12,000	0.09
602-495-9450-43210	Telephone	\$1,000	\$1,255	\$850	\$735	\$1,500	76.59
602-495-9450-43310 602-495-9450-43320	Depreciation Expense	\$250 \$9,000	\$0 \$8,740	\$150 \$9,000	\$0 \$0	\$100 \$9,200	-33,39 2,29
602-495-9450-43610		\$2,500	\$0	\$1,000	\$1,331	\$2,000	100.09
602-495-9450-43810 602-495-9450-43820	Sewer Utility - Met Council	\$1,500 \$16,500	\$1,353 \$15,1 2 5	\$1,500 \$17,500	\$626 \$10,264	\$1,500 \$16,500	0.09 -5.79
	Repairs\Maint imp Not Bidgs Miscellaneous Expenses	\$2,000	\$12	\$2,000	\$0	\$2,000	0.09
	Conferences & Training	\$500 \$500	\$0 \$0	\$500 \$500	\$0 \$0	\$300 \$500	-40.09 0.09
Total Other Services	and Charges	\$49,760	\$38,307	\$77,000	\$24,999	\$77,600	0.89
	Total Operating Expenses	\$76,876	\$61,512	\$103,506	\$38,335	\$103,003	-0,5%
	Operating Income (Loss)	(\$39,376)	(\$13,004)	(\$64,006)	(\$6,933)	(\$58,003)	
	Nonoperating Revenues						
802-000-0000-36210	Interest on Investments	\$0	\$631	\$250	\$0	\$100	-60.09
	Connection Fees Municipal	\$0	\$2,400	\$0	\$1,085	\$0	N/
	Total Nonoperating Revenues	\$0	\$3,031	\$250	\$1,085	\$100	-60.09
	Change in Net Assets	(\$39,376)	(\$9,973)	(\$63,756)	(\$5,848)	(\$57,903)	N/
USE OF NE	TASSETS TO BALANCE BUDGET.	\$39,976	\$9,073	\$65,766	\$5,848	\$57,903	-0,29
Other Cash Inflow	•	•					
N/A	Bond Issuance	\$0	\$0	e n	¢ n	40	k18
N/A	Internal Loans	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Other Cash Inflow	\$0	\$0	\$0	\$0	\$0	N/
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/
N/A	Internal Loans	\$0	\$0	\$0	\$0	\$0	N//
N/A	Acquisition of Capital Assets	\$0	\$0	\$0	. \$0	\$0	N/
	Total Other Cash Outflow	\$0	\$0	\$0	\$0	\$0	\$0.0
Vet Assets				•			
Net Assets, Beginning Change in Net Assets		\$260,226 (\$39,376)	\$260,226 (\$9,973)	\$250,253 (\$63,756)	\$250,253 (\$5,848)	\$186,497 (\$57,903)	-25.59 N/
Net Assets, Ending of	·	\$220,850					
-	roa ±	φε 4 0,000	\$250,253	\$186,497	\$244,405	\$128,594	-31.09
<u>Sash</u>							
Cash, Beginning of Ye Change in Net Assets		\$47,474 (\$39,376)	\$47,474 (\$9,973)	\$29,226 (\$63,766)	\$29,226 (\$5,848)	(\$25,530) (\$57,903)	-187.49 N/
Peduot: Contrib. of Ca	apital Assets	\$0	\$0	\$0	\$0	\$0	N/
dd Back: Depreciation dd Back: Deferred C		\$9,000 \$0	\$8,740 \$0	\$9,000 \$ 0	\$0 \$0	\$9,200 \$0	2,29 N/
dd Back: Bond Disc	ount Amort.	\$0	\$0	\$0	\$0	\$0	N/
idd: Other Cash Inflo Jeduct: Other Cash C		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A
Diber Cash Flow Items		\$0 \$0	\$0 (\$17,015)	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Cash, Ending of Year	_	\$17,098	\$29,226	(\$25,530)	\$23,378	(\$74,233)	N//
= many or 19ar	-	411,000	459,550	(920,000)	920,010	(914,200)	N//

SURFACE WATER (603)

BUDGETARY OBJECTIVE:

The surface water fund is responsible for recording expenses related to the cost, maintenance, and replacement of the city surface water system while deriving revenue from user charges.

ACCOUNT HIGHLIGHTS:

REVENUES

⇒ <u>Surface Water Sales</u> (37100) City property owners are charged on an annual basis for the surface water utility.

EXPENSES

- ⇒ <u>Full-Time Salaries</u> (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ <u>Comprehensive Planning</u> (43020) Expenditures for contracted surface water planning as part of a comprehensive plan update, and as required by the Valley Branch watershed.
- ⇒ <u>Engineering Services</u> (43030) Expenditures for contracted engineering services related to surface water.
- ⇒ <u>Contract Services</u> (43150) Includes expenditures for financial consulting services and outsourced accounting services, including accounts payable, payroll, and utility billing.
- ⇒ <u>Depreciation Expense</u> (43320) Straight-line depreciation is calculated on the water system and related capital assets.
- ⇒ <u>Street Sweeping</u> (44010) Expenditures for contracted street sweeping services related to surface water.

OTHER CASH OUTFLOW

- ⇒ <u>Acquisition of Capital Assets</u> Surface water Capital Improvement Plan items including the following:
 - Rain garden improvements

\$35,000 (not capitalized)

Due to the full accrual method of accounting in the surface water fund, these amounts may ultimately be classified as capital assets, and no capital outlay expense would be recorded. Capital assets would be depreciated each year based on their estimated useful lives on a straight line basis.

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Account Number	Doscription	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Surface Water							
	Operating Revenues						
	Miscellaneous Revenue	\$0	\$0	\$0	\$0	\$0	NIA
603-000-0000-37100	Surface Water Utility Sales	\$123,000	\$185,425	\$136,000	\$140,300	\$150,000	11.1%
	Total Operating Revenues	\$123,000	\$185,425	\$135,000	\$140,300	\$150,000	11.1%
	Operating Expenses						
Personnel Services							
603-496-9500-41010 603-496-9500-41210		\$29,041 \$2,033	\$28,623 \$2,002	\$29,243 \$2,120	\$18,140 \$1,170	\$29,299 \$2,124	0,2% 0,2%
603-496-9500-41220	FICA Contributions Medicare Contributions	\$1,801 \$421	\$1,729 \$405	\$1,813 \$ 42 4	\$960 \$225	\$1,817 \$425	0.2% 0.2%
603-496-9500-41300	Health/Dental Insurance Unemployment Benefits	\$5,800 \$0	\$5,638 \$0	\$6,131 \$0	\$3,157 \$ 0	\$5,370 \$0	-12.4%
	Workers' Compensation	\$1,390	\$1,658	\$1,667	\$1,384	\$1,497	N/A -10,2%
Total Personnel Servi	ices	\$40,492	\$39,854	\$41,398	\$23,035	\$40,532	-2.1%
Supplies							
603-496-9500-42000		\$700	\$460	\$700	\$0	\$500	-28,6%
	Utility System Maint Supplies Small Tools & Minor Equipment	\$1,000 \$500	\$0 \$1,477	\$500 \$1,000	\$0 \$0	\$500 \$1,000	0.0%
Total Supplies		\$2,200	\$1,937	\$2,200	\$0	\$2,000	-9.1%
Other Services and C	harges						
603-498-9500-43020	Comprehensive Planning	\$5,000	\$0	\$5,000	\$0	\$3,000	-40,0%
603-498-0500-43030 603-496-9500-43150	Engineering Services Contract Services	\$40,000 \$10,000	\$31,182 \$17,495	\$35,000 \$12,000	\$14,582 \$0	\$30,000 \$18,000	-14.3% 50.0%
603-498-9500-43180 603-498-9500-43220	Software Support	\$1,000 \$1,500	\$0 \$1,320	\$1,000 \$1,500	\$0 \$0	\$1,000 \$1,500	0,0%
603-498-9500-43320	Depreciation Expense	\$3,000	\$15,188	\$16,000	\$0	\$18,000	12.5%
603-496-9500-44010 603-496-9500-44030	Street Sweeping Repairs/Maint Not Bidg	\$11,600 \$2,000	\$8,688 \$1,027	\$11,600 \$1,600	\$10,069 \$0	\$11,000 \$1,500	-5.2% 0,0%
603-498-9500-44300	Miscellaneous Expenses	\$500	\$400	\$300	\$414	\$400	33.3%
	Conferences & Training Improvements Other Than Bidgs	\$1,800 \$0	\$2,070 \$32,222	\$2,100 \$0	\$536 \$0	\$1,600 \$35,000	-14.3% N/A
Total Other Services a	and Charges	\$76,400	\$109,592	\$86,000	\$25,600	\$121,200	40,9%
	Operating Expenses	\$119,092	\$161,383	\$129,598	\$48,635	\$163,732	26.3%
	Operating Income (Loss)	\$3,908	\$34,042	\$5,402	\$91,664	(\$13,732)	-354,2%
	Nonoperating Revenues						
	Refunds and Reimbursements	\$0	\$32,721	\$0	\$0	\$17,600	N/A
	Interest on Investment Contrib. of Capital Assets	(\$4,000) \$0	(\$84) \$3,546	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Developer Contributions	\$0	\$155,000	\$0	\$0	\$0	N/A
	Total Nonoperating Revenues	(\$4,000)	\$191,183	\$0	\$0	\$17,500	N/A
	Change in Net Assets	(\$92)	\$226,226	\$5,402	\$91,664	\$3,768	-30.2%
USE OF NET	ASSETS TO BALANCE BUDGET	\$92	0,- <u>(1</u> 312 \$0 17.	#4***********************************	<u></u>	\$0.0	N/A
Other Cash Inflow							
N/A	Bond Issuance	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Surface Water Loan	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Cash Inflow	\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A N/A	Bond Principal Tablyn Park/LEH Loan	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A
N/A N/A	Surface Water Loan	\$0	\$23,928	\$0	\$56,226	\$0	N/A
N/A	Acquisition of Capital Assets Total Other Cash Outflow	\$35,000 \$35,000	\$0 \$23,928	\$35,000 \$35,000	\$0 \$56,226	\$0 \$0	-100.0%
Not desite	Total Ottol Gast Outlow	ψ30,000	\$23,820	#35,000	φ30,220		-100.0%
Not Assals	. of Vanu	4500 700	\$500.700	h700 000	A 7700 AA 7	****	
Net Assets, Beginning Change in Net Assets		\$568,760 (\$92)	\$568,760 \$225,226	\$793,985 \$6,402	\$793,985 \$91,664	\$799,387 \$3,768	0.7% -30,2%
Net Assets, Ending of	Year =	\$568,668	\$793,985	\$799,387	\$885,649	\$803,165	0.6%
Cash							
Cash, Beginning of Ye		(\$80,154)	(\$80,154)	(\$56,266)	(\$56,266)	(\$69,864)	N/A
Change in Net Assets Deduct: Contrib. of C		(\$ 9 2) \$0	\$225,225 (\$158,546)	\$6,402 \$0	\$91,664 \$0	\$3,768 \$0	-30,2% N//
Add Back; Depreciati Add Back; Deferred C	on Expense	\$3,000	\$15,188	\$16,000	\$0	\$18,000	12,5%
Add Back: Bond Disc	ount Amort.	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$ 0	N// N//
Add: Other Cash Inflo Deduct: Other Cash (w	\$0	\$0	\$0	\$0	\$0	N/A
Deduct: Other Cash C Other Cash Flow Item		(\$35,000) \$0	(\$23,928) (\$34,051)	(\$35,000) \$0	(\$56,226) \$0	\$0 \$0	N/A N/A
Cash, Ending of Year		(\$112,246)	(\$56,266)	(\$69,864)	(\$20,827)	(\$48,096)	N/A

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INTERNAL SERVICE FUNDS SUMMARY

PURPOSE:

Internal service funds (a type of proprietary fund) are used to report an activity that provides goods or services to other funds, departments, or agencies of the primary government on a cost reimbursement basis. The city presently has three internal service funds:

- 1. Radio Replacement
- 2. Information Technology (IT) Replacement
- 3. Furniture, Fixtures, and Equipment (FFE) Replacement

Annual appropriated budgets are not adopted for internal service funds, but budgets are prepared by staff and reviewed by the city council to assist in the city's overall financial planning.

BASIS OF ACCOUNTING & BUDGETING:

Internal service funds are accounted for on the economic resources measurement focus, where the aim of a set of financial statements is to report all inflows, outflows, and balances affecting or reflecting an entity's net assets.

All assets and all liabilities (whether current or non-current) associated with an internal service fund's activity are included on the balance sheet. Transactions that improve or diminish the economic position of the fund are reported as revenues or expenses. Depreciation, using the straight-line method, is charged against all exhaustible capital assets as an expense against operations.

Internal service funds are accounted for using the accrual basis of accounting, which recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

The basis of budgeting is consistent with accounting principles generally accepted in the United States of America.

Fund Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
INTERNA	AL SERVICE FUNDS						
	Revenues (Operating and Nonoperating)						
701	Radio Replacement	\$0	\$334	\$6,150	\$6,000	\$6,100	-0.8%
702 703	ার Replacement FFE Replacement	\$0 \$0	\$311 \$310	\$6,150 \$6,150	\$6,000 \$6,000	\$6,100 \$24,000	-0.8% 290.2%
	Total Revenues (Operating and Nonoperating)	\$0	\$956	\$18,450	\$18,000	\$36,200	96.2%
	Expenses (Operating and Nonoperating)						
701 702	Radio Replacement IT Replacement	\$0 \$ 0	\$8,321 \$20,795	\$8,500 \$19,000	\$0 \$859	\$8,500 \$20,000	0.0% 5.3%
703	FFE Replacement	\$0	\$29,761	\$30,000	\$12,663	\$31,000	3.3%
	Total Expenses (Operating and Nonoperating)	\$0	\$58,877	\$57,500	\$13,522	\$59,500	3.5%
TOTAL II	NTERNAL SERVICE FUNDS	\$0	(\$57,922)	(\$39,050)	\$4,478	(\$23,300)	N/A
	Other Cash Inflow						
	Bond/Loan Issuance						
701 702	Radio Replacement IT Replacement	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0	N/A
703	FFE Replacement	\$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Bond/Loan Issuance	\$0	\$0	\$0	\$0	\$0	N/A
	Other Cash Outflow						
	Bond/Loan Principal			-			
701	Radio Replacement	\$0	\$0	\$0	\$0	\$0	N/A
702 703	IT Replacement FFE Replacement	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
	Acquisition of Capital Assets						
701	Radlo Replacement	\$0	\$0	\$0	\$0	\$0	N/A
702 703	IT Replacement FFE Replacement	\$0 \$0	\$0 \$11,164	\$31,400 \$3,600	\$0 \$0	\$36,400 \$28,600	15.9% 694.4%
	Total Acquisition of Capital Assets	\$0	\$11,164	\$35,000	\$0	\$65,000	85.7%
Net Asse	ts						
	ts, Beginning of Year age in Net Assets	\$376,275 \$0	\$376,275 (\$57,922)	\$318,353 (\$39,050)	\$318,353 \$4,478	\$279,303 (\$23,300)	-12.3% N/A
Net Asse	ts, Ending of Year	\$376,275	\$318,353	\$279,303	\$322,831	\$256,003	-8.3%
Cash		,,					
	ginning of Year	\$60,000	\$60,000	\$47,733	\$47,733	\$31,183	-34.7%
	n Net Assets Contrib. of Capital Assets	\$0 \$0	(\$57,922) \$0	(\$39,050) \$0	\$4,478 \$0	(\$23,300) \$0	N/A N/A
Add Back	: Depreciation Expense	\$0	\$56,819	\$57,500	\$0	\$59,500	3.5%
	: Deferred Charges Amort. : Bond Discount Amort.	\$ 0 \$ 0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Add: Oth	er Cash Inflow	\$0	\$0	\$0	\$0	\$0	N/A
	Other Cash Outflow sh Flow Items	\$0 \$0	(\$11,164) \$0	(\$35,000) \$0	\$0 \$0	(\$65,000) \$0	N/A N/A
	ding of Year	\$60,000	\$47,733	\$31,183	\$52,211	\$2,383	-92.4%
		*********	÷ 11 100	401,100	400,011	Ψ2,000	-UL,-1/0

RADIO REPLACEMENT (701)

BUDGETARY OBJECTIVE:

Initial 800 MHz radios were purchased by the city as part of a larger federal grant received by Washington County. The radio replacement fund is responsible for ensuring funds are available for future radio upgrades and replacement while deriving revenue or receiving transfers from the general fund.

ACCOUNT HIGHLIGHTS:

REVENUES AND TRANSFERS IN

- ⇒ <u>Charges to Other Funds</u> (xxxxx) Cost reimbursements from general fund department budgets.
- ⇒ <u>Transfer In</u> (39200) Transfer from the general fund to assist in future radio replacement \$6,000.

EXPENSES

⇒ <u>Depreciation Expense</u> (43320) Straight-line depreciation is calculated on the radio replacement equipment.

OTHER CASH OUTFLOW

- ⇒ <u>Acquisition of Capital Assets</u> Radio replacement capital assets including the following:
 - None for 2012

Due to the full accrual method of accounting in the radio replacement fund, these amounts may ultimately be classified as capital assets, and no capital outlay expense would be recorded. Capital assets would be depreciated each year based on their estimated useful lives on a straight line basis.

For a detailed listing of the city's five year projected capital uses, see the Capital Improvement Plan section of this document.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
Radio Replacement							
	Operating Revenues						
701-000-0000-xxxx	Charges to Other Funds	\$0	\$0	\$0	\$0	\$0	N/A
	Total Operating Revenues	\$0	\$0	\$D	\$0	\$0	N/A
	Operating Expenses						
Other Services and C	harges						
	Depreciation Expense	\$0	\$8,321	\$8,500	\$0	\$8,500	0.0%
Total Other Services	and Charges	\$0	\$8,321	\$8,500	\$0	\$8,500	0.0%
	Total Operating Expenses	\$0	\$8,321	\$8,500	\$0	\$8,500	0.0%
	Operating Income (Loss)	\$0	(\$8,321)	(\$8,500)	\$0	(\$8,500)	N/A
	Nonoperating Revenues		(\$0,02.1)	(00,000)		(\$0,000)	1477
704 000 0000 26240	, -	¢o.	\$334	\$150	20	£400	80.00/
701-000-0000-36210 701-000-0000-36231 701-000-0000-39200	Contrib. of Capital Assets	\$0 \$0	\$0	\$0	\$0 \$0	\$100 \$0	-33.3% N/A
701-000-0000-39200		\$0	\$0	\$6,000	\$6,000	\$6,000	0.0%
	Total Nonoperating Revenues	\$0	\$334	\$6,150	\$6,000	\$6,100	-0.8%
	Nonoperating Expenses	•					
701-480-8000-46110 701-480-8000-46300		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Nonoperating Expenses	\$0	\$0	\$0	\$0	\$0	N/A
	Change in Net Assets	\$0	(\$7,987)	(\$2,350)	\$6,000	(\$2,400)	N/A
USE OF NE	T ASSETS TO BALANCE BUDGE	г\$0	\$7,987	\$2,350	\$0	\$2,400	2.1%
Other Cash Inflow							
N/A	Bond Issuance	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Internal Loans	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Cash Inflow	<u>\$0</u>	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
N/A N/A	Internal Loans Acquisition of Capital Assets	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Other Cash Outflow	\$0	\$0	\$0	\$0	\$0	N/A
Net Assets							
Net Assets, Beginning Change in Net Assets		\$99,742 \$0	\$99,742 (\$7,987)	\$91,755 (\$2,350)	\$91,755 \$6,000	\$89,405 (\$2,400)	-2.6% N/A
Net Assets, Ending of	f Year	\$99,742	\$91,755	\$89,405	\$97,755	\$87,005	-2.7%
Cash			· · ·				
Cash, Beginning of Yo		\$20,000	\$20,000	\$20,334	\$20,334	\$26,484	30.2%
Change in Net Assets Deduct: Contrib. of C	apital Assets	\$0 \$0	(\$7,987) \$0	(\$2,350) \$0	\$6,000 \$0	(\$2,400) \$0	N/A N/A
Add Back: Depreciati	ion Expense	\$0 \$0	\$8,321 \$0	\$8,500 \$0	\$0 \$0	\$8,500 \$0	0.0% N/A
Add Back: Bond Disc	count Amort.	\$0	\$0	\$0	\$0	\$0	N/A
Add: Other Cash Inflo Deduct: Other Cash		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
Other Cash Flow Item		\$0	\$0	\$0	\$0	\$0	
Cash, Ending of Year		\$20,000	\$20,334	\$26,484	\$26,334	\$32,584	23.0%

INFORMATION TECHNOLOGY REPLACEMENT (702)

BUDGETARY OBJECTIVE:

The information technology (IT) replacement fund accounts for purchases and replacement of computer equipment, printers, photocopiers, telecommunication devices, and related items while deriving revenue or receiving transfers from the general fund.

ACCOUNT HIGHLIGHTS:

REVENUES AND TRANSFERS IN

- ⇒ <u>Charges to Other Funds</u> (xxxxx) Cost reimbursements from general fund department budgets.
- ⇒ <u>Transfer In</u> (39200) Transfer from the general fund to assist in future IT replacement \$6,000.

EXPENSES

⇒ <u>Depreciation Expense</u> (43320) Straight-line depreciation is calculated on the IT equipment.

OTHER CASH OUTFLOW

⇒ Acquisition of Capital Assets IT replacement capital assets including the following:

•	City Hall network	\$ 2,500
•	Replacement equipment	\$ 7,500
•	Finance software upgrade	\$19,900
•	Building permit upgrade	\$ 6,500

Due to the full accrual method of accounting in the IT fund, these amounts may ultimately be classified as capital assets, and no capital outlay expense would be recorded. Capital assets would be depreciated each year based on their estimated useful lives on a straight line basis.

For a detailed listing of the city's five year projected capital uses, see the Capital Improvement Plan section of this document.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
T Replacement							
	Operating Revenues						
'02-000-0000-xxxx	Charges to Other Funds	\$0	\$0	\$0	\$0	\$0	N/A
	Total Operating Revenues	\$0	\$0	\$0	\$0	\$0	N/A
	Operating Expenses						
Supplies							
702-410-1110-45800 702-410-1320-45800 702-410-1410-45800 702-410-1450-45800 702-410-1520-45800 702-410-1910-45800 702-410-1940-45800	Other Equipment Other Equipment Other Equipment Other Equipment Other Equipment	\$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$60 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0 \$0	N/A N/A N/A N/A N/A N/A
02-420-2220-45800 02-420-2400-45800 02-430-3100-45800 02-450-5200-45800	Other Equipment Other Equipment	\$0 \$0 \$0 \$0	\$0 \$0 \$1,198 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$859 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A
02-490-9200-45800 02-494-9400-45800 02-495-9450-45800 02-496-9500-45800	Other Equipment Other Equipment	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0	N/A N/A N/A N/A
otal Supplies		\$0	\$2,058	\$0	\$859	\$0	N/A
Other Services and C	harges						
	Depreciation Expense	\$0	\$18,737	\$19,000	\$0	\$20,000	5.3%
otal Other Services		\$0	\$18,737	\$19,000	\$0	\$20,000	5.3%
	Total Operating Expenses	\$0	\$20,795	\$19,000	\$859	\$20,000	5.3%
	Operating Income (Loss)	\$0	(\$20,795)	(\$19,000)	(\$859)	(\$20,000)	N/A
	Nonoperating Revenues			1. 1			
	Interest on Investments Contrib. of Capital Assets	\$0 \$0 \$0	\$311 \$0 \$0	\$150 \$0 \$6,000	\$0 \$0 \$6,000	\$100 \$0 \$6,000	-33.3% N/A 0.0%
	Total Nonoperating Revenues	\$0	\$311	\$6,150	\$6,000	\$6,100	-0.8%
	Nonoperating Expenses						
02-480-8000-46110	, ,	\$0	\$0	\$0	\$0	\$0	N/A
	Deferred Charges Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Total Nonoperating Expenses	\$0	\$0	\$0	\$0	\$0	N/A
	Change in Net Assets	\$0	(\$20,484)	(\$12,850)	\$5,141	(\$13,900)	N/A
USE OF NE	FASSETS TO BALANCE BUDGET	\$0	\$20,484	\$12,850	\$0	\$13,900	8.2%
ther Cash Inflow							
/A /A	Bond Issuance Internal Loans	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/A N/A
	Total Other Cash Inflow	. \$0	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
I/A I/A I/A	Bond Principal Internal Loans Acquisition of Capital Assets	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$31,400	\$0 \$0 \$0	\$0 \$0 \$36,400	N/A N/A 15.9%
	Total Other Cash Outflow	\$0	\$0	\$31,400	\$0	\$36,400	15.9%
et Assets		<u> </u>					
et Assets, Beginning hange in Net Assets		\$99,123 \$0	\$99,123 (\$20,484)	\$78,639 (\$12,850)	\$78,639 \$5,141	\$65,789 (\$13,900)	-16.3% N/A
et Assets, Ending of	Year	\$99,123	\$78,639	\$65,789	\$83,780	\$51,889	-21.1%
<u>ash</u>							
ash, Beginning of Yohange in Net Assets educt: Contrib. of C dd Back: Depreciall dd Back: Deferred C dd Back: Bond Disc	apital Assets on Expense Charges Amort. ount Amort.	\$20,000 \$0 \$0 \$0 \$0 \$0 \$0	\$20,000 (\$20,484) \$0 \$18,737 \$0 \$0	\$18,253 (\$12,850) \$0 \$19,000 \$0 \$0	\$18,253 \$5,141 \$0 \$0 \$0 \$0	(\$6,997) (\$13,900) \$0 \$20,000 \$0 \$0	-138.3% N/A N/A 5.3% N/A N/A
dd: Other Cash Inflo leduct: Other Cash (Other Cash Flow Item	Dutflow	\$0 \$0 \$0	\$0 \$0 \$0	\$0 (\$31,400) \$0	\$0 \$0 \$0	\$0 (\$36,400) \$0	N/A N/A N/A
ash, Ending of Year		\$20,000	\$18,253	(\$6,997)	\$23,394	(\$37,297)	N/A

FURNITURE, FIXTURES, AND EQUIPMENT REPLACEMENT (703)

BUDGETARY OBJECTIVE:

The furniture, fixtures, and equipment (FFE) replacement fund accounts for purchases and replacement of non-vehicles FFE equipment and related items while deriving revenue or receiving transfers from the general fund.

ACCOUNT HIGHLIGHTS:

REVENUES AND TRANSFERS IN

- ⇒ <u>Charges to Other Funds</u> (xxxxx) Cost reimbursements from general fund department budgets.
- ⇒ <u>Transfer In</u> (39200) Transfer from the general fund to assist in existing deficit and future FFE replacement \$24,000.

EXPENSES

⇒ <u>Depreciation Expense</u> (43320) Straight-line depreciation is calculated on the IT equipment.

OTHER CASH OUTFLOW

- ⇒ <u>Acquisition of Capital Assets</u> FFE replacement capital assets including the following:
 - 13 sets turnout gear (fire) \$ 28,600

Due to the full accrual method of accounting in the FFE fund, these amounts may ultimately be classified as capital assets, and no capital outlay expense would be recorded. Capital assets would be depreciated each year based on their estimated useful lives on a straight line basis.

For a detailed listing of the city's five year projected capital uses, see the Capital Improvement Plan section of this document.

Account Number	Description	2010 Budget	2010 Actual	2011 Budget	2011 Year-to-Date (07/31/11)	2012 Preliminary Budget	2011 to 2012 Change
FFE Replacement							
	Operating Revenues						
703-000-0000-xxxxx	Charges to Other Funds	\$0	\$0	\$0	\$0	\$0	N/
	Total Operating Revenues	\$0	\$0	\$0	\$0	\$0	N/ı
	Operating Expenses	¥	· · · · · · · · · · · · · · · · · · ·		40		140
Camadaa	Operating Expenses						
Supplies							
703-410-1110-45800 703-410-1320-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/i N/i
703-410-1410-45800 703-410-1450-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/. N/.
703-410-1520-45800	Other Equipment	\$0	\$0	\$ D	\$D	\$0	N/
703-410-1910-45800 703-410-1940-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/ N/
703-420-2220-45800 703-420-2400-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/ N/
703-430-3100-45800	Other Equipment	\$0	\$0	\$0	\$0	\$0	N/
703-430-3120-43030 703-430-3120-45300	Engineering Services Improvements Other Than Bidgs	\$0 \$0	\$0 \$0	\$0 \$0	\$791 \$11,872	\$0 \$0	N/ N/
703-450-5200-45800	Other Equipment	\$0	\$0	\$0	\$0	\$0	N/
703-494-9400-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/
703-495-9450-45800 703-496-9500-45800		\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/ N/
Total Supplies		\$0	\$0	\$0	\$12,663	\$0	N/
Other Services and C	- Charatan	Ψυ		φυ	\$12,003	40	IV/
	Depreciation Expense	\$0	\$29,761	\$30,000	\$0	\$31,000	3,3
Total Other Services	•	\$0	\$29,761	\$30,000	\$0	\$31,000	_ 3.3
	Total Operating Expenses	\$0	\$29,761	\$30,000	\$12,663	\$31,000	3.3
	Operating Income (Loss)	\$0	(\$29,761)	(\$30,000)	(\$12,663)	(\$31,000)	N/
	Nonoperating Revenues						
	Interest on investments	\$0	\$310	\$150	\$0	\$0	-100,09
703-000-0000-36231 703-000-0000-39200	Contrib, of Capital Assets Transfers in	\$0 \$0	\$0 \$0	\$0 \$6,000	\$0 \$6,000	\$0 \$24,000	N/ 300.05
	Total Nonoperating Revenues	\$0	\$310	\$6,150	\$6,000	\$24,000	290,2
	Nonoperating Expenses						
703-480-8000-46110 703-480-8000-46300	Bond Interest Deferred Charges Amort.	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N/ N/
	Total Nonoperating Expenses	\$0	\$0	\$0	\$0	\$0	N/
	Change in Net Assets	\$0	(\$29,451)	(\$23,850)	(\$6,663)	(\$7,000)	N/
engan gapagangan an makaman sa	TARRETO TO DALLING DUROFF	and the second of the second o	\$29,451	and the second and a second			
USE OF NE	CHOOL OF TO DYCHIACE DODGE!	\$0	\$29,461	\$23,850	\$6,663	ec ==:.::\$7,000	-70.6
USE OF NE	(flyoot (o. fo bytylige popoet)	\$0	\$29,461	\$23,850	\$6,663	\$7,000	-70.69
Other Cash Inflow	Bond Issuance	\$0	\$0	\$0	\$0	\$0	N
Other Cash Inflow	Bond Issuance Internal Loans	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0	N.
Other Cash Inflow N/A N/A	Bond Issuance	\$0	\$0	\$0	\$0	\$0	-70.6 N N
Other Cash Inflow N/A N/A Diher Cash Outflow	Bond Issuance Internal Loans Total Other Cash Inflow	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0	\$0 \$0 \$0	N.
Other Cash Inflow N/A N/A Other Cash Outflow N/A	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal	\$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	N, N, N,
Other Cash Inflow N/A N/A Other Cash Outflow N/A	Bond Issuance Internal Loans Total Other Cash Inflow	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0	\$0 \$0 \$0	N. N. N.
Other Cash Inflow N/A N/A Other Cash Outflow N/A	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0	N. N. N. N. S94.4
Other Cash Inflow N/A N/A Diher Cash Outflow N/A N/A	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets	\$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$11,164	\$0 \$0 \$0 \$0 \$0 \$0 \$3,600	\$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0 \$28,600	N; N; N; N; N; 694.4
Other Cash Inflow N/A N/A Diher Cash Outflow N/A N/A Net Assets Net Assets Beginning	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$11,164 \$11,164	\$0 \$0 \$0 \$0 \$0 \$3,600 \$147,959	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$28,600 \$124,109	Ni Ni Ni Ni Ni 694.4' 694.4'
Other Cash Inflow N/A Other Cash Outflow N/A N/A N/A Net Assets Net Assets, Beginnin Change in Net Assets	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$11,164 \$11,164 \$177,410 (\$29,451)	\$0 \$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850)	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$	\$0 \$0 \$0 \$0 \$28,600 \$28,600 \$124,109 (\$7,000)	N/ N/ N/ N/ 694.4' 694.4'
Other Cash Inflow N/A N/A Diher Cash Outflow N/A N/A N/A N/A N/A Not Assets Not Assets, Ending o	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$11,164 \$11,164	\$0 \$0 \$0 \$0 \$0 \$3,600 \$147,959	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$28,600 \$124,109	N/ N/ N/ N/ 694.4' 694.4'
Other Cash Inflow N/A Other Cash Outflow N/A N/A Net Assets Net Assets, Beginnin Change in Net Assets Net Assets, Ending o	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year s	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$11,164 \$11,164 \$177,410 (\$29,451) \$147,969	\$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850) \$124,109	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$147,959 (\$6,663)	\$0 \$0 \$0 \$0 \$28,600 \$28,600 \$124,109 (\$7,000) \$117,109	N. N. N. 694.4 694.4 -16.1 N.
Other Cash Inflow VIA Differ Cash Outflow VIA VIA VIA VIA VIA VIA VIA VI	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year s f Year	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$	\$0 \$0 \$0 \$0 \$11,164 \$11,164 \$1177,410 (\$29,451) \$147,959	\$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850) \$124,109	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$147,959 (\$6,663) \$141,296	\$0 \$0 \$0 \$0 \$28,600 \$124,109 (\$7,000) \$117,109	N. N
Other Cash Inflow N/A V/A Differ Cash Outflow N/A N/A N/A Not Assets Not Assets, Beginning Change in Not Assets Cash Cash Cash Cash Cash Cash Contrib. of C	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year s f Year	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$	\$0 \$0 \$0 \$0 \$11,164 \$11,164 \$11,164 \$147,410 (\$29,451) \$147,959	\$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850) \$124,109 \$9,146 (\$23,850) \$0	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$147,959 (\$6,663) \$141,296	\$0 \$0 \$0 \$0 \$28,600 \$28,600 \$124,109 (\$7,000) \$117,109	N. N. N. N. 694.4 694.4 -16.1 N5.6
Other Cash Inflow N/A N/A Diher Cash Outflow N/A N/A Net Assets Net Assets, Beginning Change in Net Assets Net Assets, Ending of Y Change in Net Assets Cash, Beginning of Y Change in Net Assets Add Back: Depreciat dd Back: Depreciat	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year s f Year apital Assets Ion Expense Charges Amort.	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$177,410 \$0 \$177,410	\$0 \$0 \$0 \$0 \$11,164 \$11,164 \$117,410 (\$29,451) \$147,959 \$20,000 (\$29,451) \$0 \$29,761	\$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850) \$124,109 \$9,146 (\$23,850) \$0 \$30,000	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$147,959 (\$6,663) \$141,296 \$9,146 (\$6,663) \$0 \$0	\$0 \$0 \$0 \$0 \$28,600 \$28,600 \$117,109 \$117,109 \$11,696 \$7,000) \$0 \$31,000	N. N
Other Cash Inflow N/A N/A Other Cash Outflow N/A N/A N/A N/A N/A N/A Not Assets Not Assets, Beginnin Change in Net Assets Not Assets, Ending of Cash Cash, Beginning of Y Change in Not Asset Add Back: Contrib. of C Add Back: Deferred a Add Back: Deferred a Add Back: Bond Dis Add; Other Cash Infi	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year s f Year Fear Capital Assets Capital Assets Capital Assets Charges Amort. Bount Amort. Bown Amort. Bount Amort. Bown	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$177,410 \$177,410 \$20,000 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$10 \$11,164 \$11,164 \$11,164 \$147,969 \$29,461) \$29,461) \$29,461) \$0 \$29,761	\$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850) \$124,109 \$9,146 (\$23,850) \$0 \$0 \$30,000	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$147,959 (\$6,663) \$141,296 \$9,146 (\$6,663) \$0	\$0 \$0 \$0 \$0 \$28,600 \$124,109 (\$7,000) \$117,109	Ni Ni
Other Cash Inflow N/A N/A Other Cash Outflow N/A	Bond Issuance Internal Loans Total Other Cash Inflow Bond Principal Internal Loans Acquisition of Capital Assets Total Other Cash Outflow g of Year s f Year capital Assets Ion Expense Charges Amort, sount Amort, oow Outflow	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$	\$0 \$0 \$0 \$0 \$11,164 \$11,164 \$11,164 \$147,959 \$29,451) \$29,451 \$0 \$29,761 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$3,600 \$3,600 \$147,959 (\$23,850) \$124,109 \$9,146 (\$23,850) \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$147,959 (\$6,663) \$141,296	\$0 \$0 \$0 \$0 \$28,600 \$28,600 \$117,109 \$117,109	NN N/ N/ N/ 694.4' 694.4' -16.1' N/ -5.6' 27.9' N/ N/ N/ N/ N/ N/ N/ N/ N/ N/ N/ N/ N/

CAPITAL IMPROVEMENT PLAN 2012 TO 2016

PURPOSE:

The city's five-year Capital Improvement Plan (CIP) is a summary of projects and equipment that are projected over the next five years. The CIP represents a plan for the future. This is a planning document and is revised on an annual basis. The CIP does not provide a definitive specific funding formula for these projects or equipment. This will be part of a specific decision making process when each item is being considered to move ahead. For example, the Vehicle Replacement fund may be the appropriate fund for a piece of equipment such as a fire truck, but this may require the city to issue debt for the purchase and potentially increase the local property tax levy to pay for the debt.

The city has various areas in which capital spending and budgeting are used:

- Parks (park and trail improvements and related equipment costs)
- Infrastructure (including the Street Improvement Program)
- Village
- Capital Acquisitions (capital machinery and equipment, vehicles, office equipment, and minor building improvements for governmental funds)
- City Facilities (major buildings and building improvements for governmental funds)
- Utilities (including capital machinery and equipment, vehicles, office equipment, buildings, and infrastructure for the Water, Sewer, and Surface Water enterprise funds)

The CIP does not explicitly carry appropriation authority, but is approved by the city council and used in the city's overall financial planning. The CIP is funded through various means, including existing fund balances or net assets, operating transfers, grants and aids, special assessments, user charges, debt issuance, or other sources.

PROCESS:

During the budgeting process, department heads submit their proposals for the CIP to the City Administrator. Department head requests are modified by reviewing expected sources of funds along with the proposed uses of funds. Additionally, the effect of capital improvements on the operating budget is weighed. Total uses for the first year of the CIP are then allocated to the various next-years capital projects expenditure budgets (and any other funds, i.e. enterprise or internal service).

The process for developing the CIP includes input and review by:

- the Maintenance Advisory Committee (MAC) on equipment needs for public works and fire;
- the Parks Commission for input on upcoming park and trail priorities/needs:
- the Planning Commission for conformance of capital/infrastructure projects to the comprehensive plan.

The capital projects fund budgets along with the CIP are presented to the city council during the annual budget process. After review and modification, the council approves the CIP and capital projects fund budgets, which are then used as spending guidelines throughout the subsequent year.

2012 TO 2016 STREET IMPROVEMENT PROGRAM:

The proposed five year street improvement program continues the city's history of annually improving road and street infrastructure based upon condition and proximity within the city, in order for each project to be efficient and cost effective.

The street improvement projects will vary depending upon the condition of the street and associated storm sewer needs. They may range from total reconstruction, to reclaiming, to overlay. A pavement management plan has been completed for the street system. This provides an inventory, condition assessment, recommended next improvement, and priority ranking. Each year also includes a maintenance program for crack sealing and sealcoating.

The city council is responsible for studying options and adopting a consistent financing plan for implementing these future projects over the coming years. For budget planning purposes only, the non-MSA infrastructure projects reflected in the 2012 to 2016 CIP are based upon funding from General Obligation (G.O.) Bonds repaid through a 30% assessment policy and 70% repaid through the city's property tax levy. MSA infrastructure projects are also based upon financing from G.O. bonds, but repaid 70% from MSA dollars and 30% repaid through assessments.

2012 Street Improvement Projects:

The 2012 street improvement infrastructure projects are the priority projects that continue the street improvement program that the city has implemented in the past. These streets were previously programmed, but were deferred until a funding plan could be developed.

The priority streets that are in need of repair are:

- 50th/Kimbro Avenue from 47th Street to CSAH 17
- Demontreville Trail Circle N from Demontreville Trail Place to cul-de-sac
- Demontreville Trail Circle N from Demontreville to Demontreville Trail Place
- Demontreville Trail Place N from Demontreville Trail Court to cul-de-sac
- Keats Avenue (MSAS) from 47th Street to TH 36

The area identified for sealcoating in 2012 is detailed in the CIP. Pavement preservation is the most cost effective activity for extending the useful life of the street system.

The city council is responsible for determining the financial mechanism for funding these street projects. For budget planning purposes only, the non-MSA infrastructure projects reflected in the 2012 street improvement program are based upon funding G.O. Bonds repaid through a 30% assessment policy and 70% repaid through the city's property tax levy. MSA infrastructure projects are also based upon financing from G.O. bonds, but repaid 70% from MSA dollars and 30% repaid through assessments.

VILLAGE:

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The purpose of the Village project is to plan and prepare for the development and potential redevelopment of the Village. All obligations and expenditures for the Village project have been tracked and put into the Village capital projects fund. The project is being funded with a loan from General Fund reserves and a repayment schedule for the loan has been established.

The Village AUAR is to be paid through fees charged to developers. To implement this policy, an ordinance will need to be adopted. There are examples of this type of fee (and related ordinances) to use to develop this. Fees and policies will be adopted to cover the costs associated with developing the Village. These policies should anticipate that the developers will cover costs associated with developing the new Village.

PARK DEDICATION:

For 2012, proposed city park structures and improvements, park signage, and trail improvements total an estimated \$84,000 (see the CIP detail).

All 2012 items will be financed by existing fund balance and park dedication fees.

VEHICLE REPLACEMENT:

For 2012, vehicle replacement items include a replacement of fire engine 1, and 2 laptops for fire trucks. Also, a pickup truck and a single/tandem dump truck are scheduled for public works.

In order to finance 2012 items, equipment certificates will likely need to be issued and would result in an annual property tax levy to repay the debt. Future major capital acquisitions will likely require additional transfers, other sources, or the issuance of additional new G.O. debt, which will also likely be repaid by city property taxes.

RADIO REPLACEMENT:

For 2012, no radio replacement items are scheduled.

Future major capital acquisitions will likely require transfers, other sources, or the issuance of new G.O. debt, which will likely be repaid by city property taxes.

INFORMATION TECHNOLOGY (IT) REPLACEMENT:

For 2012, IT replacement items include city hall network and replacement equipment, and upgrades to finance and building permit software.

All 2012 items will be financed by general fund transfers and existing net assets, pending availability. Future major capital acquisitions will likely require additional transfers, other sources, or the issuance of new G.O. debt, which will likely be repaid by city property taxes.

FURNITURE, FIXTURES, AND EQUIPMENT (FFE) REPLACEMENT:

For 2012, FFE replacement items include 13 sets of fire turnout gear.

All 2012 items will be financed by general fund transfers and existing net assets, pending availability. Future major capital acquisitions will likely require additional transfers, other sources, or the issuance of new G.O. debt, which will likely be repaid by city property taxes.

CITY FACILITIES:

For 2012, various city building improvements are planned. These include city hall, fire station, parking lots, and storage facility enhancements. Site acquisition for a new fire station 1 is also included. Site acquisition and construction of a new City Hall may occur in the future, as determined by the city council. Future major facility acquisitions will likely require the issuance of new G.O. debt, which will likely be repaid by city property taxes.

WATER:

Scheduled for 2011, the water system requires an additional well and pumphouse (#4) to assure service to existing properties on the water system. Various financing mechanisms are being explored as funding for water system needs to satisfy the community.

For 2012, the Keats trunk watermain extension is also programmed.

Extending water service to the southwest area of the city for properties with PFC contamination above health based value is planned for the future.

A utility rate analysis and cash flow projection will be modeled and reviewed by the city council in advance of major water capital spending.

SEWER:

For 2012, no major sewer improvements are planned.

A utility rate analysis and cash flow projection will be modeled and reviewed by the city council in advance of major sewer capital spending.

SURFACE WATER:

Surface water rain garden improvements are budgeted for \$35,000 to be done in 2012.

A utility rate analysis and cash flow projection will be modeled and reviewed by the city council in advance of major surface water capital spending.

8-5	

				,,	-	1					
Control Cont					-	+	+				
Control Cont		Project		2	H3 201	4	2015	2016	Future	Fund	ing Source
Control Cont											
Company Comp		elless Router Inputer Printer Publis & Software Inshings	Metro-INIET to spee and install unit. 3 at \$500 per unit. 51.200 per unit (4 public, 1 sam) Assume donations of most items	\$1,000 \$1,500 \$6,000 \$1,000 \$500						Library Property Tax Lew	
Control Cont	fotal Library (206)	sning Day Collection	Hedinate	\$40,000	08	SS	. 0\$	OS .	0\$	Lindiy riobelly lax cevy	
Coloration Col	Park Dedication (404)										
Control Cont			Improved Balifield Picnic Shelter		45,000					Park Dedication Fees Park Dedication Fees	
			Resurface Basketball Court Parking Lot	\$10,000						Park Dedication Fees Park Dedication Fees Death Dedication Energy	
			Entrance / metpretive signage Planting / Trails Trains Court Entrances	800						Park Dedication Fees Park Dedication Fees	
Statistic Color Part International Color P			Termis Court Resurfacing Perins actority Resurfacing Perins actority Resurfacing			0000	\$2,000	22 000		Park Dedication Fees	
Column C			Future Amenities	Ш	Ш	000.0	\$50,000	\$50,000		Park Dedication Fees Park Dedication Fees	
Color Control Color Co	Total Park Dedication (404)			Ш		2.000	\$52,000	\$52,000	O\$		
Page 2007 Page		12 projects, not including sealcoating, budg									
COLONING TO COLO		2009 Transportation plan		+1	Ш						
Coloning Control Coloning			47TH ST TO CSAH 17	ì		2,000	\$140,000	\$145,000		Fund Balance/General Fund 70% Property Tax Levy; 30%	Transfers Assessments
Control Cont			DEMONTREVILLE TRAIL PLACE TO CUL-DE-SAC	\$150,000						70% Property Tax Levy; 30%	Assessments
Third A. Park Third A. Par			DEMON I REVILLE TO DEMON I REVILLE INSIL PLACE DEMONTREVILLE TRAIL OF TO OUL-DE-SAC	\$96,000						70% Property Tax Levy; 30%	Assessments
MINISTRA MINISTRA NO SHIPLES MINISTRA			47TH ST TO TH 36 DEMONTREVILLE TRAIL N TO CUL-DE-SAC		45,000					70% Property Tax Levy, 30%	Assessments
High-LANDS TRAN High-LANDS			HIGHLANDS TRAIL N TO 59TH ST N HIGHLANDS TRAIL N TO HYTRAL AVE	in in	18,000		-			70% Property Tax Levy; 30% 70% Property Tax Levy; 30%	Assessments Assessments
HOSTAMING TILL HOST			HIGHLANDS TRAIL N TO EAST END CUL-DE-SAC		82,000					70% Property Tax Levy: 30%	Assessments
High ANDS TRL N MINTH STORMER MINTH STOR			DEMONTREVILLE TRAIL N TO HYTRAIL N HIGHLANDS COURT N TO HYTRAIL N	169	99,000					70% Property Tax Levy; 30%	Assessments
HORSEAUNG TO NOT HORSEAUNG TANAL IN TO CULLOCSANO \$770,000 770% MASh Fundar 20% Assessments to the National Annal	1		59TH ST N TO HIGHLANDS COURT N MN TH 36 TO 59TH ST N		38.000					70% Property Tax Levy: 30% 70% Property Tax Levy: 30%	Assessments Assessments
Victor Colt			HIGHLANDS TRAIL N. TO CUL-DE-SAC		79,000					70% Property Tax Levy; 30% 70% MSA Frinds: 30% Asset	Assessments
RWIN JACE N			West City Limits to Inwood Avenue (CSAH 13) TH36 TO LINDEN AVE	ē		0000				70% Property Tax Lewr. 30%	Assessments; \$75,000 ESCROW
Set State			36th St. To 37th ST. JAMACA AVE TO JRWIN AVE		SS 519	7,000 1	+			70% Property Tax Levy; 30% 70% Property Tax Levy; 30%	Assessments Assessments
STATE OF THE CASK OF THE CONTRIBUTION OF THE TOTAL STATE OF THE TOTA			JAMACA AVE TO IRWIN AVE		\$18		000000		1	70% Property Tax Levy, 30%	Assessments
MINISTALE AMEN 39TH 710 38TH 8T N AMENING STALLWATER LANE ST			CSAH 13 (DEAL AVE) TO INNSDALE AVE N				\$353,000			70% Property Tax Lews. 30%	Assessments
VECTOR AND NEW SIEDIVISION ROAD TO STILLWATER LANE STILLWATER			39TH ST TO 38TH ST N CSAH 17 TO MANNING AVENUE			-8-	286,000			70% MSA Funds; 30% Asset	Assessments
Set ST. N. Jasmine Ave. 12 West End Set N. Jasmine Ave. 13 West End Set N. Jasmine Ave. 14 West End Set N. Jasmine			NEW SUBDIVISION ROAD TO STILLWATER LANE MAI THE CETH WATER BLVD) TO STILL WATER LANE	- 2				\$130,000		70% Property Tax Levy; 30% 70% Property Tax Levy; 30%	Assessments Assessments
Setting Average John St. N. To Strict N.			Jasmine Ave to West End					\$81,000		70% Property Tax Lewr. 30%	Assessments
Jasmire Average N. Str. N To Jasmire Ave Place Section Sec			Jasmine Ave to East End			-		38,000		70% Property Tax Levy, 30%	Assessments
Jasmine Avenue N. Jasmine St. Jasmine St. Jasmine St. Jasmine St. Jasmine Avenue N. Jasmine Avenue N. Jasmine Avenue N. Jasmine Avenue Place N. Jasmine Avenue Place N. Jasmine Avenue Place N. Jasmine Avenue N. Jasmine Av			Sth St. N. To Jasmine Ave Place					355,000		70% Property Tax Levy, 30%	Assessments
Jeanine Avenue Place N. Jeanine Aver to Esst End Jeanine Esst End Je			Jasine Ave Place to Jasime St.		-			289,000		70% Property Tax Levy; 30%	Assessments
24th St. N. Landshid Are D. 24th St. C. To Legion Ave. 24th St. C. To Legion Ave. 24th St. C. To Legion Ave. 24th St. L. To Legion Lare 24th St. L.			Jasmine Ave to East End					878,000	\$132 000	70% Property Tax Levy: 30% 170% Property Tax Levy: 30%	Assessments Assessments
24th St. N. 24th St. C. To Legion Ave 24th St. L. To Legion Lare 24th St. L. To Legion Lare 24th St. L.			Lake Emp Ave to Lathang Ave.						\$34,000	70% Property Tax Levy; 30%	Assessments
Larising Ave N 24th St. To Legion Lene Legion Avenue N Legion Av			24th St. Ct. To Legion Ave 24th St.N. To South End						\$52,000	70% Property Tax Levy, 30%	Assessments
Legion Avenue N. Legion Lane Legion Lane Legion Lane Legion Lane Legion Avenue N. Legion Lane to Legion Avenue N. Legion Lane to Zibh St. N. Legion Lane to Zibh St. N. Legion Lane Lane Lane Lane Lane Lane Lane Lan			24th St.N. To North End						\$18,000	70% Property Tax Levy; 30% 70% Property Tax Levy; 30%	Assessments Assessments
Lebios Avente N. Legios St. N. To North End Avente N.			Legion Lane to Legion Ln						\$104,000	70% Property Tax Levy; 30%	Assessments
Manning Trail N. 20th St. N. To 18th St. N. 30th St. N			Legion Lane to 20th St. N. 20th St. N. To North End						\$47,000	70% Property Tax Levy; 30%	Assessments
\$1,755,000 \$1,544,000 \$720,000 \$2,429,000 \$849,000			20th St. N. To 18th St. N.		1	-			\$236,000	70% Property Tax Levy; 30%	Assessments
	Total Infrastructure Reserve (409)				L	Ц	2.429,000	\$849,000	\$837.000		

Capital Links Continue Links									
2012 to 2016									
Fund/Category	Project	Detail or Street From/To	2012	2013	2014	2015	2016	Future	Funding Source
Vehicle Replacement (Formerly Capital Acquisitions) (410)	ital Acquistions) (410)								
E L	Ladder truck		200	\$900,000					New Equipment Certificates paid by property taxes
Fire	2 Labtops for Trucks		86,000		\$450,000	-			New Equipment Certificates baid by property taxes Capital Fund Bellevianes New Enrichment Carifficates not by proposity taxes
21.1	Replace Duty Car (C1) Replace Duty Car (C1)			\$40,000	O)OOOOO	965 000			New Equipment Ordinates paid by property taxes New Equipment Ordinates paid by property taxes
ie Wede	Utility Vehicle U2		UOU HEA		\$90,000	ann'out			New Equipment Certificates paid by property taxes New Equipment Certificates paid by property taxes Notice and Certificates paid by property taxes
Works	Single and Single Singl		\$200,000	940 000					New Equament Certificates paid by property taxes New Equipment Certificates paid by property taxes Non-Equipment Certificates paid by property taxes
Public Works	Upgrade Skid Steer to Declicated Track Mouse			OOR SELECTION	\$15,000			945 000	Topic Edition of Control of Special Property was Control of Special Co
Public Works	Loader							\$125,000	New Equipment Certificates baild by property taxes New Equipment Certificates paid by property taxes
Total Vehicle Replacement (F	Total Vehicle Replacement (Formerly Capital Acquisitions) (410)		\$866,000	\$989.900	\$555,000	\$45,000	8	\$170,000	
City Facilities (411)									
	New City Hall site acquisition, if needed New City Hall building planetenerifications			- - -				\$250,000	TBD
	- 1							\$4,000,000	New bonds paid by property taxes
		Carpeting, Storage Addition, Plumbing Repairs Rehabilitate/Replace	\$25,000						Capital Fund Balance Capital Fund Balance
City Hall		Plumbing Repairs Releveling/Skirting	\$5,000		-				Capital Fund Balance Capital Fund Balance
		Internal/External Repairs	\$10,000			: :			Capital Fund Balance
	New fire station 1 site acquistion, if needed		3000,000	\$500,000					New bonds paid by property taxes New bonds paid by property taxes
	New fire station 1 construction Station 1 interior Improvements	update electrical	\$40,000				\$4,000,000		New bonds paid by property taxes Capital Fund Balance
	Station 1 Exterior Improvements	Door Canopies	\$10,000						Capital Fund Balance Confini Fund Balance
Fre	Station 2 Interior Improvements Setting 2 Exterior Improvements	Nisc. Repaired representation Misc. Repaired Development Development Development Development Repaired Personal Repaired	\$5,000						Capital Link Balance Capital Fund Balance
	Public Works holst system		\$7,000						Capital Fund Balance
Public Works Public Works	Public Works Storage Facility Public Works back parking lot	Repainting, Electrical Upgrades, Misc.	\$22,000						Capital Fund Balance Capital Fund Balance
Total City Facilities (411)			\$735,000	\$500,000	S	08	\$4,000,000	\$4,500,000	
Village (413)									
	1-94 to 30th Street Trunk Forcemain	forcemain to 10th, plus cravity	\$3.500.000						State GrantBonds/TBD
	Village Parkway Trunk (Phase 1) Village Parkway Trunk (Phase 2)		\$278,000	\$278,000					Development Development
	Trunk Gravity from Lift Station to Lake Elmo Av			200				\$200,000	150 175 175
	Trunk Gravity from 30th to Ratiroad Village Parkway Trunk (Phase 1)			\$385,500				4107,000	Development
Village - Water Village - Streets	VIIIage Parkway I runk (Phase 2) OLD VILLAGE STREET & STORM	SOUTH OF RR TRACKS			000,0850			\$3,800,000	Development TBD
Water	OLD VILLAGE STREET & STORM NC OID VILLAGE Storm Controls	DRTH OF RR TRAC					Ì	\$3,900,000	1 (18D)
9			\$3,778,000	\$663.500	\$385,500	SO	90	\$10,862,000	
Water (601)									
Water	Well and Pumphouse #4	and connecting trunk watermain	\$1,370,000						State Grant/Bonds/TBD
Water	Keats trunk watemain extension Trunk Watermain	Lake Elmo Ave from 30th St. To Hudson Blivd	\$820,000					\$2,775,000	State Grant/Bonds/18D
	SW Area Water Main Extension Elevated Storage Tank #1A	Public Improvements including Booster						\$5,300,000	TBD TBD
Water	Well #5 (South of 10th Street)							2960.000	TBD
Total Water (601)			\$2,290,000	8	SOS	\$0	SG	\$10,635,000	
Sewer (602)	41 .								
Sewer	Sewer study south of 10th St.		\$25,000	0000					I Net Assets
Sewer	Sewer/pumper jetter mock Trunk Overszing South of 10th St	Cost TBD by 2011 Study		9200,000				000000	1550 1550 Dandfall Areads
Sewer	Trunk Gravity from 30th St. to UP-Railtoad		- 1					\$162,000	\$162,000 Bonds/Net Assets
Total Sewer (602)			\$25,000	\$200,000	20	\$0	D\$	\$362,000	
			-	_			-		

Capital Improvement Plan 2012 to 2016									
Fund/Category	Project	Detail or Street From/To	2012	2013	2014	2015	2016	Future	Funding Source
Surface Water (603)									
Surface Water Surface Water	Rain Garden Improvements Village Regional Inflitration		\$36,000	\$35,000	\$35,000	000'98%	\$35,000	TBD	Net Assets TBD by Study
Total Surface Water (603)			\$35,000	\$35,000	\$35,000	\$35.000	\$35,000	20	
Radio Replacement (701)									
Radio Replacement			+						Net Assets accumulated from General Fund annual transfers
Total Radio Replacement (701)	(01)		50	80	\$0	30	80 1	80	
Information Technology (IT) Replacement (702)	оетепt (702)			- -					
Administration	City Hall network		\$2.500						Net Assets accumulated from General Fund annual transfers
Administration	Replacement equipment		\$7,500	\$7,500	\$7,500	87.500	1 009.78	\$7,500	Net Assets accumulated from General Fund annual transfers
Finance	Finance software upgrade		\$19,900	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000 Net Assets accumulated from General Fund annual transfers
pallorig II specuoir	piod Fermir Obdiade		00000						Net Assets accumulated from General Fund annual transfers
Total IT Replacement (702)			\$36,400 }	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	
Furniture, Fixtures, & Equipment (FFE) Replacement (703)	FE) Replacement (703)		1						
Fire	Tumout Gear (26 sets)	13 sets each year	\$28,600	\$28,600					Net Assets accumulated from General Fund annual transfers
Fire	SCBA's		-			\$100,000	\$100,000		Net Assets accumulated from General Fund annual transfers
Total FFE Replacement (703)	(8		\$28,600	\$28,600	OS	\$100,000	\$100,000	8	
Total City			\$9.673,000	\$4.236,500	\$1,790,000	\$2,673,500	\$5,048,500	\$27,178,500	
					1				

GLOSSARY OF TERMS *

<u>ACCOUNTING SYSTEM</u>: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

<u>ACCRUAL BASIS OF ACCOUNTING</u>: Method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

AD VALOREM TAX: A tax based on value, such as the property tax.

AGENCY FUNDS: One of four types of fiduciary funds. Agency funds are used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

<u>APPROPRIATION</u>: A legal authorization granted by a legislative body to make expenditures and incur obligations, limited by the amount and time in which it may be expended.

<u>AUDIT</u>: A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities.

<u>BASIS OF ACCOUNTING</u>: Timing of recognition for financial reporting purposes (i.e., when the effects of transactions or events should be recognized in financial statements).

<u>BUDGET</u>: A financial operating plan showing proposed expenditures for a given period and the proposed means of financing them (also known as the Operating Budget).

<u>BUDGET DOCUMENT</u>: The official written statement prepared by the administration which presents the proposed budget to the legislative body.

<u>BUSINESS-TYPE ACTIVITIES</u>: One of two classes of activities reported in the government-wide financial statements. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. These activities are usually reported in enterprise funds.

<u>CAPITAL ASSETS</u>: Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

<u>CAPITAL IMPROVEMENT PROGRAM</u>: A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the complete annual budget.

<u>CAPITAL PROJECTS FUNDS</u>: Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those to be financed by proprietary funds and trust funds).

CHARGES FOR SERVICES: Charges for current services rendered.

<u>CURRENT FINANCIAL RESOURCES MEASUREMENT FOCUS</u>: Measurement focus where the aim of a set of financial statements is to report the near-term (current) inflows, outflows, and balances of expendable financial resources. The current financial resources measurement focus is unique to accounting and financial reporting for state and local governments and is used solely for reporting the financial position and results of operations of governmental funds.

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<u>DEBT SERVICE</u>: Payment of interest and repayment of principal to holders of a government's debt instruments.

<u>DEBT SERVICE FUNDS</u>: Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

<u>DEPRECIATION</u>: The portion of the cost of a capital asset charged as an expense during a particular period, prorated over the estimated useful life of the asset.

<u>ECONOMIC RESOURCES MEASUREMENT FOCUS</u>: Measurement focus where the aim of a set of financial statements is to report all inflows, outflows, and balances affecting or reflecting an entity's net assets. The economic resources measurement focus is used for proprietary and trust funds, as well as for government-wide financial reporting. It is also used by business enterprises and nonprofit organizations in the private sector.

<u>ENTERPRISE FUNDS</u>: Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

<u>EXPENDITURES</u>: Under the current financial resources measurement focus, decreases in net financial resources not properly classified as other financing uses.

<u>FIDUCIARY FUNDS</u>: Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

FINES: Revenues from penalties imposed for violation of laws or regulations.

<u>FISCAL DISPARITIES</u>: A Minnesota law which provides for the pooling of 40 percent of all new commercial and industrial property valuation in the seven county metropolitan area which is then redistributed to taxing jurisdictions according to specific criteria.

<u>FUND</u>: Fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and charges therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

<u>FUND BALANCE</u>: Difference between assets and liabilities reported in a governmental fund.

<u>FUND FINANCIAL STATEMENTS</u>: Basic financial statements presented on the basis of funds, in contrast to government-wide financial statements.

<u>FUND TYPE</u>: One of eleven classifications into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Proprietary fund types include enterprise funds and internal service funds. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

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<u>GENERAL FUND</u>: One of five governmental fund types. The general fund typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund.

GENERAL OBLIGATION BONDS: When a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

GENERALLY ACCEPTED AUDITING STANDARDS (GAAS): Rules and procedures that govern the conduct of a financial audit.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB): Ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. The GASB was established in June 1984 to replace the NCGA.

<u>GOVERNMENTAL ACTIVITIES</u>: Activities generally financed through taxes, intergovernmental revenues, and other nonexchange revenues. These activities are usually reported in governmental funds and internal service funds.

<u>GOVERNMENTAL ENTITY</u>: For accounting and financial reporting purposes, an entity subject to the hierarchy of GAAP applicable to state and local governmental units.

<u>GOVERNMENTAL FUNDS</u>: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

GOVERNMENT-WIDE FINANCIAL STATEMENTS: Financial statements that incorporate all of a government's governmental and business-type activities, as well as its nonfiduciary component units. There are two basic government-wide financial statements: the statement of net assets and the statement of activities.

<u>GRANT</u>: A contribution of assets by one governmental unit or other organization to another. Grants are usually made for specified purposes.

<u>INFRASTRUCTURE</u>: Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

<u>INTERFUND TRANSFERS</u>: Flows of assets (such as cash or goods) between funds and blended component units of the primary government for a price approximating their external exchange value.

<u>INTERGOVERNMENTAL REVENUES</u>: Revenues from other governments in the form of grants, entitlements, or shared revenues.

INTERNAL SERVICE FUNDS: Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

LICENSES: Revenues received from the sale of business and non-business licenses.

<u>LOCAL GOVERNMENT AID (LGA)</u>: Intergovernmental revenue from the state to municipalities to help fund general expenditures.

<u>MEASUREMENT FOCUS</u>: Types of balances (and related changes) reported in a given set of financial statements (i.e., economic resources, current financial resources, assets and liabilities resulting from cash transactions).

MODIFIED ACCRUAL BASIS OF ACCOUNTING: Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways 1) revenues are not recognized until they are measurable and available, and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

NET ASSETS: The equity associated with general government assets and liabilities.

OTHER FINANCING SOURCES: Increase in current financial resources that is reported separately from revenues to avoid distorting revenue trends. The use of the other financing sources category is limited to items so classified by GAAP (including general long-term debt proceeds, proceeds from the sale of capital assets, and operating transfers in).

OTHER FINANCING USES: Decrease in current financial resources that is reported separately from expenditures to avoid distorting expenditure trends. The use of the other financing uses category is limited to items so classified by GAAP (including operating transfers out).

<u>PROPRIETARY FUNDS</u>: Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

<u>RESERVED FUND BALANCE</u>: Portion of a governmental fund's net assets that is not available for appropriation.

<u>RESTRICTED NET ASSETS</u>: Component of net assets calculated by reducing the carrying value of restricted assets by amounts repayable from those assets, excluding capital-related debt.

<u>REVENUES</u>: Under the current financial resources measurement focus, increases in net financial resources not properly classified as other financing sources.

<u>SPECIAL ASSESSMENT</u>: Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

<u>SPECIAL REVENUE FUNDS</u>: Governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

<u>TAX LEVY</u>: The total amount to be raised by general property taxes for the purpose stated in the resolution certified to the county auditor.

<u>UNRESTRICTED NET ASSETS</u>: That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).

* Source for some definitions: <u>Governmental Accounting, Auditing, and Financial Reporting</u>, Government Finance Officers Association, 2005.

APPENDIX 1

PERSONNEL COMPENSATION DISTRIBUTION

METHOD:

During the budgeting process, personnel needs are evaluated for the ensuing year. Individual department heads estimate personnel time devoted to specific departmental funds on a percentage basis. These percentages are then multiplied by expected personnel costs to arrive at each department's/fund's personnel allocation.

Appendix 1A details the distribution of personnel resources.

FULL-TIME EQUIVALENTS:

Full-time equivalents (FTE's) are budgeted by using estimated pay rates and hours worked for each employee. Appendix 1B details FTE history by department/fund and by job description. Notable changes in the personnel budget include:

⇒ A 0.5 FTE for a Firefighter/Administrative Assistant was added in 2011 and was budgeted in 2012.

2012 PERSONNEL COMPENSATION DISTRIBUTION

lstoT		100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%		
Surface Water	203					20%							2%	10%	2%	2%	2%					0.50	
gewer	209					2%							2%	2%	2%	2%	2%					0.30	
) Water	201					25%						30%	10%	10%	2%	20%	2%					1.35	
Parks & Recreation	2200				20%								40%	15%	15%	15%	15%		100%	100%	100%	2.52	
Public Works	3100												40%	%09	65%	20%	40%	100%				3.05	
noiloeqeril gribliud	2400						25%				100%	%0 <i>L</i>										0.95	
eni 🖯	2220								100%	100%					2%	2%						1 10	
gninoZ & gninnsIq	1910						75%	100%														7. 75.	
Finance	1520					20%															ŧ	0.50	
anottesinummo)	1450				25%																	7.5	2
notherteinimbA	1320	100%	100%	100%	25%																ļ	۶. بر	2
	FTE	1.00	1.00	1.00	0.60	1.00	1.00	0.80	1.00	0.50	0.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.72	0.50	0.00	15.62	20:01
	Position	City Administrator	City Clerk	Program Assistant	Project Assistant	Finance Director	Planning Director	Planner	Fire Chief	Firefighter/Administrative Assistant	Building Official/Code Enforcement	Acting Building Official	Public Works Superintendent	Public Works Operator #1	Public Works Operator #2	Public Works Operator #3	Public Works Operator #4	Public Works Seasonal	Parks Seasonal #1	Parks Seasonal #2	Parks Seasonal #3		

NOTE: Mayor & Council, Election Judges, and Volunteer Firefighters not included

APPENDIX 1B

PERSONNEL HISTORY IN FULL-TIME EQUIVALENTS (BY DEPARTMENT)

D	epartment	2011 Budget	2012 Preliminary Budget	Change in FTE's
Administration	1320	3.15	3.15	0.00
Communications	1450	0.15	0.15	0.00
Finance	1520	0.50	0.50	0.00
Planning & Zoning	1910	1.55	1.55	0.00
Fire	2220	1.10	1.60	0.50
Building Inspection	2400	0.95	0.95	0.00
Public Works	3100	3.05	3.05	0.00
Parks & Recreation	5200	2.52	2.52	0.00
Water	601	1.35	1.35	0.00
Sewer	602	0.30	0.30	0.00
Surface Water	603	0.50	0.50	0.00
Total FTE's	<u>-</u>	15.12	15.62	0.50

PERSONNEL HISTORY IN FULL-TIME EQUIVALENTS (BY POSITION)

		2012	
	2011	Preliminary	Change
Position	Budget	Budget	in FTE's
City Administrator	1.00	1.00	0.00
City Clerk	1.00	1.00	0.00
Program Assistant	1.00	1.00	0.00
•		0.60	
Project Assistant Finance Director	0.60 1.00	1.00	0.00
	0.00		0.00
Finance Specialist		0.00	0.00
Planning Director	1.00	1.00	0.00
Planner Fire Chief	0.80	0.80	0.00
Fire Chief	1.00	1.00	0.00
Firefighter/Administrative Assistant	0.00	0.50	0.50
Building Official/Code Enforcement	0.00	0.00	0.00
Acting Building Official	1.00	1.00	0.00
Public Works Superintendent	1.00	1.00	0.00
Public Works Operator #1	1.00	1.00	0.00
Public Works Operator #2	1.00	1.00	0.00
Public Works Operator #3	1.00	1.00	0.00
Public Works Operator #4	1.00	1.00	0.00
Public Works Seasonal	0.50	0.50	0.00
Parks Seasonal #1	0.72	0.72	0.00
Parks Seasonal #2	0.50	0.50	0.00
Parks Seasonal #3	0.00	0.00	0.00
Total FTE's	15.12	15.62	0.50

NOTE: Mayor & Council, Election Judges, and Volunteer Firefighters not included