



CITY OF LAKE ELMO

MINNESOTA



2011 BUDGET



CITY OF LAKE ELMO

2011 BUDGET

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INTRODUCTION

November, 2010

To Mayor, Councilmembers, and Citizens:

The City of Lake Elmo's 2011 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 2011 budgeting process began with the staff being provided general direction on managing expenditures given the financial challenges for 2011, 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 2010 with final adoption in December 2010.

The 2011 to 2015 capital improvement planning (CIP) process began in October 2010 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,

Bruce Messelt

Bruce Messelt
City Administrator

City of Lake Elmo

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CITY OFFICIALS

Dean Johnston, Mayor

Steve DeLapp, Councilmember

Brett Emmons, Councilmember

Nicole Park, Councilmember

Anne Smith, Councilmember

CITY STAFF *

Bruce Messelt, City Administrator

Sharon Lumby, City Clerk

Carole Luczak, Program Assistant

Carol Kriegler, Project Assistant

Kyle Klatt, Planning Director

Kelli Matzek, Planner

Karl Horning, Acting Building Official

Tom Bouthilet, 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)**

BUDGET SUMMARY

SUMMARY:

On September 7, 2010, the City of Lake Elmo reviewed the proposed 2011 general fund budget. In addition, the city adopted the "2011 Proposed Levy Certification" for submission to the Washington County Auditor, as follows:

General Fund Levy	\$2,409,867
2010 MVHC Ratified Unallotment Recovery	37,518
2011 MVHC Cut Recovery	37,518
2004 G.O. Capital Improvement Plan Bonds	140,000
2006 G.O. Equipment Certificates of Indebtedness	56,118
2009B G.O. Improvement Bonds	50,544
2010A G.O. Improvement Bonds	<u>57,994</u>
Total	\$2,789,559

Overall 2011 general fund expenditures and transfers out are budgeted at \$2,919,223, or a 2.5% increase from the 2010 general fund budget. The 2011 general fund budget is considered "balanced", with overall general fund budgeted revenues also at \$2,919,223, or a 2.5% increase.

The overall 2011 property tax levy of \$2,789,559 is 1.7% higher than the 2010 total levy of \$2,743,346. The general fund levy of \$2,484,903 for 2011 (including market value homestead credit unallotment/cut recovery levies) is 2.9% higher than the 2010 general fund levy of \$2,415,630.

While maintaining levels of government services, the City is proposing to increase the payable 2010 city tax rate by 6.6% from 20.479% in 2010 to 21.826% in 2011. In other words, property owners with no change in market values from payable 2010 to payable 2011 should experience a 6.6% increase in the city portion of their overall property tax bill. In the event of a market value decrease or increase from payable 2010 to payable 2011, city property taxes would change proportionately.

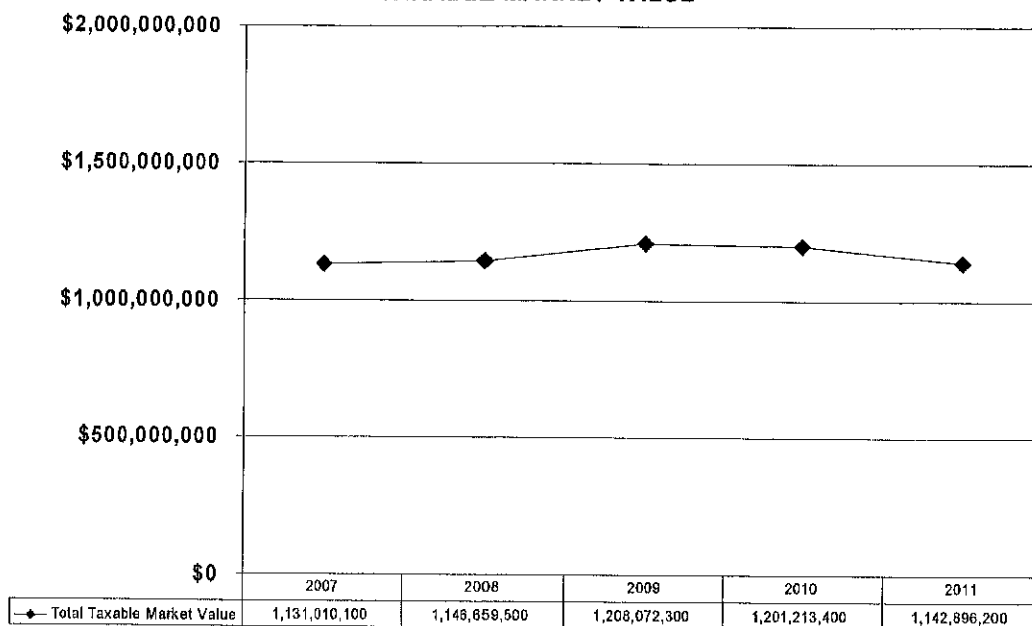
The 2011 budget includes a 2% cost of living wage increase for employees.

PROPERTY TAXES SUMMARY

SUMMARY:

Assessors value all property at its market value. Market value is the assessed selling price of property at the time of assessment. For the City of Lake Elmo, total taxable market value decreased 4.9% from \$1,201,213,400 in 2010 to \$1,142,896,200 (09/08/10 Washington County estimate) in 2011. See Chart 1A for the city's historical market value trend.

**Chart 1A
TAXABLE MARKET VALUE**

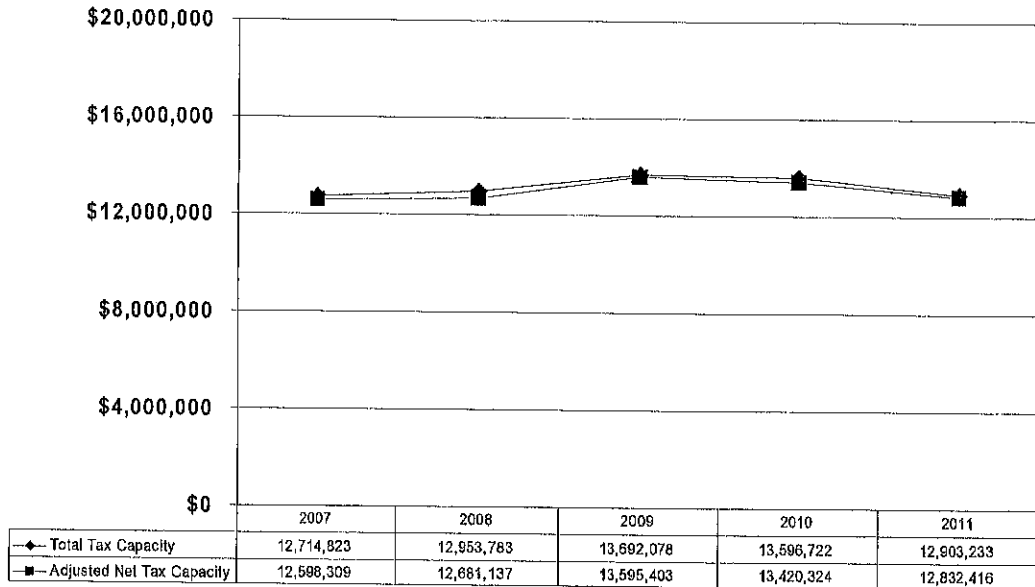


Market values of properties are multiplied by state-enacted property type class rates and converted to tax capacity values. The total of all the tax capacity in the city is aggregated and adjusted as follows:

- Reduction for the city's fiscal disparities contribution (the contribution to the fiscal disparities pool is equal to 40 percent of the growth in commercial, industrial, and public utility value since the base year of 1971 for the Twin Cities seven county metropolitan area)
- Reduction for tax increment financing (TIF) tax capacity (the city has no TIF districts, and therefore no reduction)
- Addition for the city's fiscal disparities distribution (The tax capacity contributed to the pool is based on a distribution index. This index compares each city's total market value per capita to the average market value per capita for all cities and towns in the seven counties. Cities that have relatively less market value per capita receive a relatively larger distribution from the pool than cities with greater market value wealth per capita)

The resulting adjusted net tax capacity is directly used in determining the city's property tax rate. The city's total tax capacity decreased 5.1% from \$13,596,722 in 2010 to \$12,903,233 (09/08/10 Washington County estimate) in 2011. The city's adjusted net tax capacity decreased 4.4% from \$13,420,324 in 2010 to \$12,832,416 (09/08/10 Washington County estimate) in 2011. See Chart 1B for the city's historical tax capacity trend.

Chart 1B
TAX CAPACITY



Once the city council has identified anticipated city revenues and expenditures, it can develop a budget. The fundamental premise in implementing a budget is to have total anticipated expenditures balance with total anticipated revenues. Cities in Minnesota generally have only one source for tax revenue--the property tax. Therefore, money not available from other revenue sources will need to be raised through the property tax. After listing all the anticipated non-property tax revenues, the city subtracts the total from the anticipated expenditures, which results in the property tax levy.

For budget years 2009-2011, the Minnesota state legislature has imposed levy limits on cities with populations greater than 2,500. For 2011, the City of Lake Elmo's levy limit was determined by the Minnesota Department of Revenue to be \$2,409,867. Various additional levies are allowed under the levy limit legislation, most notably including debt service levies.

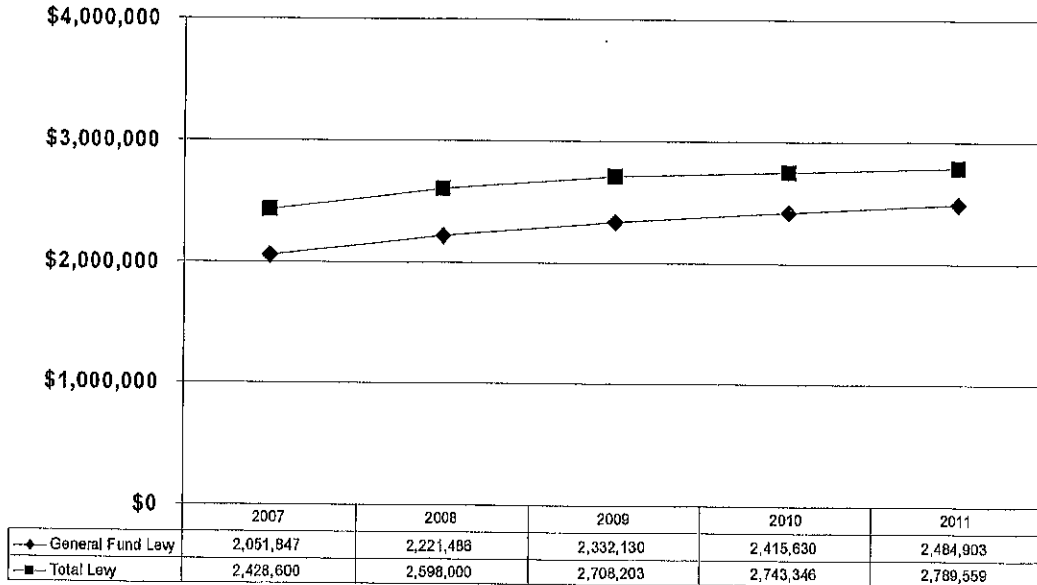
For 2010, Minnesota's governor used an unallotment process to assist in balancing the state's budget, which was subsequently ratified as a cut to cities by the state legislature. As a result, the City of Lake Elmo will not receive an estimated \$37,518 of the market value homestead credit (MVHC: an individual property tax credit reducing the city's property tax levy collections and formerly reimbursed to the city by the state) due in 2010, and an estimated \$37,518 of the MVHC due in 2011. The City is allowed to recover the MVHC unallotments for both 2010 and 2011 outside of levy limits for property taxes payable in 2011.

For 2010, the city's total property tax levy includes the following individual levies:

- General Fund Levy: \$2,409,867 (equivalent to the levy limit)
- 2010 MVHC Ratified Unallotment Recovery: \$37,518
- 2011 MVHC Cut Recovery: \$37,518
- 2004 G.O. Capital Improvement Plan Bonds: \$140,000
- 2006 G.O. Equipment Certificates of Indebtedness: \$56,118
- 2009B G.O. Improvement Bonds: \$50,544
- 2010A G.O. Improvement Bonds: \$57,994

The overall 2011 property tax levy of \$2,789,559 is 1.7% higher than the 2010 total levy of \$2,743,346. The general fund levy of \$2,484,903 for 2011 (including market value homestead credit unallotment/cut recovery levies) is 2.9% higher than the 2010 overall general fund levy of \$2,415,630. See Chart 1C for the city's historical property tax levy trend.

Chart 1C
PROPERTY TAX LEVY

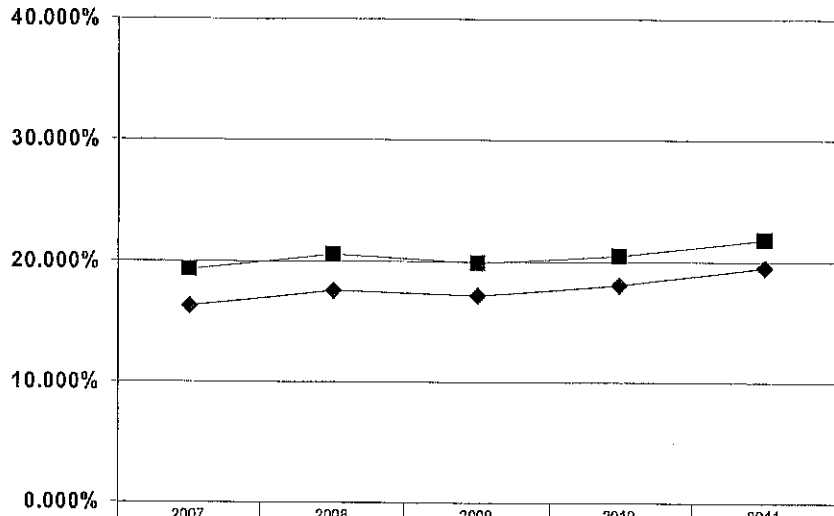


The city's local property tax capacity rate is calculated as follows:

- The total property tax levy is reduced by the fiscal disparities portion of the levy (based on the fiscal disparities distribution amount multiplied by the prior year city local property tax capacity rate)
- The resulting local portion of the levy is divided into the total adjusted net tax capacity of the city to determine the local property tax capacity rate

For 2011, the city's local property tax capacity rate is estimated to be 21.826%, as compared to 20.479% for 2010. This results in an estimated 6.6% increase in the local tax rate from 2010 to 2011. For individual homestead properties with no change in market value from 2010 to 2011, this correlates to a 6.6% increase in local property taxes. For individual homestead properties with a decrease in market value of 6.2% (the median value homestead change per Washington County) from 2010 to 2011, a 0.0% change in local property taxes is projected. See Chart 1D for the city's historical local tax capacity rate trend.

Chart 1D
CITY LOCAL TAX CAPACITY RATE



	2007	2008	2009	2010	2011
◆ General Fund Local Tax Capacity Rate	16.284%	17.574%	17.118%	18.033%	19.442%
■ Total Local Tax Capacity Rate	19.274%	20.553%	18.878%	20.479%	21.828%

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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 2011 general fund expenditures and transfers out are budgeted at \$2,919,223, or a 2.5% increase from the 2010 general fund budget. The 2011 general fund budget is considered "balanced", with overall general fund budgeted revenues also at \$2,919,223, or a 2.5% increase.

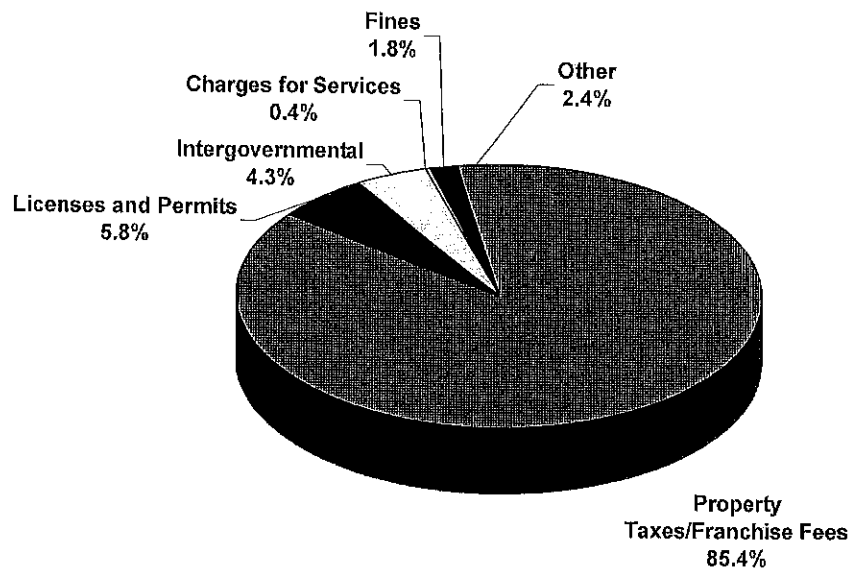
The general fund levy of \$2,484,903 for 2011 (including market value homestead credit unallotment/cut recovery levies) is 2.9% higher than the 2010 overall general fund levy of \$2,415,630.

The 2011 budget includes a 2% cost of living wage increase for employees.

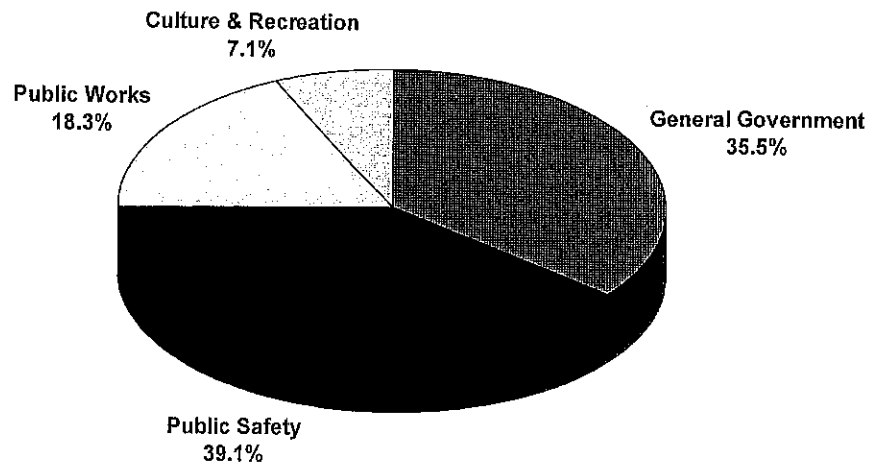
City of Lake Elmo
Budget 2011

Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
GENERAL FUND SUMMARY						
<u>Revenues by Classification</u>						
Property Taxes/Franchise Fees	\$2,372,630	\$2,307,867	\$2,427,971	\$1,237,758	\$2,493,485	2.7%
Licenses and Permits	\$212,555	\$225,164	\$157,760	\$132,078	\$167,960	6.5%
Intergovernmental	\$145,025	\$165,708	\$126,250	\$94,310	\$126,249	0.0%
Charges for Services	\$11,850	\$13,389	\$7,900	\$9,805	\$10,400	31.8%
Fines	\$52,000	\$54,052	\$52,000	\$35,538	\$52,000	0.0%
Other	\$98,000	\$123,038	\$77,130	\$9,031	\$69,129	-10.4%
Total Revenues	\$2,892,060	\$2,889,218	\$2,849,011	\$1,518,519	\$2,919,223	2.5%
<u>Other Financing Sources</u>						
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	\$2,892,060	\$2,889,218	\$2,849,011	\$1,518,519	\$2,919,223	2.5%
<u>Expenditures by Program</u>						
General Government	\$980,269	\$929,955	\$970,020	\$524,113	\$972,119	0.2%
Public Safety	\$1,174,310	\$988,080	\$1,069,704	\$257,416	\$1,070,422	0.1%
Public Works	\$520,338	\$430,833	\$499,333	\$256,839	\$501,439	0.4%
Culture & Recreation	\$217,143	\$165,643	\$191,104	\$132,397	\$193,243	1.1%
Total Expenditures	\$2,892,060	\$2,514,511	\$2,730,161	\$1,170,764	\$2,737,223	0.3%
<u>Other Financing Uses</u>						
Transfers Out	\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
Total Other Financing Uses	\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	\$1
Total Expenditures and Other Financing Uses	\$3,241,795	\$2,864,247	\$2,849,011	\$1,297,614	\$2,919,223	2.5%
Net Change in Fund Balance	(\$349,735)	\$24,971	\$0	\$220,905	\$0	N/A
<u>General Fund Balance</u>						
Fund Balance, Beginning of Year	\$2,410,840	\$2,410,840	\$2,435,811	\$2,435,811	\$2,435,811	0.0%
Net Change in Fund Balance	(\$349,735)	\$24,971	\$0	\$220,905	\$0	N/A
Fund Balance, Ending of Year	\$2,061,105	\$2,435,811	\$2,435,811	\$2,656,716	\$2,435,811	0.0%

2011 General Fund Revenues by Classification



2011 General Fund Expenditures by Program



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.
- ⇒ **LICENSES & PERMITS:** 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.
- ⇒ **INTERGOVERNMENTAL:** 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 2011 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.
- ⇒ **CHARGES FOR SERVICES:** The city collects various administrative fees and service revenues.
- ⇒ **FINES:** These are revenues received from penalties imposed for the violation of laws or regulations.
- ⇒ **OTHER:** Other sources of revenue include investment income and miscellaneous reimbursements and revenues.
- ⇒ **OTHER FINANCING SOURCES:** Transfers into the general fund (none scheduled for 2011).

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
GENERAL FUND							
<u>Revenues</u>							
Property Taxes/Franchise Fees							
101-000-0000-31010	Current Ad Valorem Taxes	\$2,332,130	\$2,048,100	\$2,360,790	\$1,072,260	\$2,409,867	2.1%
101-000-0000-31010	2008 MVHC Unallotment Recovery	\$0	\$0	\$19,365	\$0	\$0	-100.0%
101-000-0000-31010	2009 MVHC Unallotment Recovery	\$0	\$0	\$35,475	\$0	\$0	-100.0%
101-000-0000-31010	2010 MVHC Cut Recovery	\$0	\$0	\$0	\$0	\$37,518	N/A
101-000-0000-31010	2011 MVHC Cut Recovery	\$0	\$0	\$0	\$0	\$37,518	N/A
101-000-0000-31010	MVHC State Unallotment/Cut	\$0	\$0	(\$33,759)	\$0	(\$37,518)	N/A
101-000-0000-31020	Delinquent Ad Valorem Taxes	\$0	\$48,142	\$0	\$35,192	\$0	N/A
101-000-0000-31030	Mobile Home Tax	\$8,000	\$7,820	\$8,000	\$1,590	\$8,000	0.0%
101-000-0000-31040	Fiscal Disparities	\$0	\$163,791	\$0	\$90,493	\$0	N/A
101-000-0000-31910	Penalty & Interest on Taxes	\$0	\$2,110	\$0	\$2,856	\$0	N/A
101-000-0000-33620	Gravel Tax	\$2,500	\$2,986	\$3,100	\$0	\$3,100	0.0%
101-000-0000-33622	Cable Franchise Revenue	\$30,000	\$34,816	\$35,000	\$35,367	\$35,000	0.0%
Total Property Taxes/Franchise Fees		\$2,372,630	\$2,307,867	\$2,427,971	\$1,237,768	\$2,493,485	2.7%
Licenses and Permits							
101-000-0000-32110	Liquor License	\$7,200	\$7,200	\$7,200	\$750	\$7,200	0.0%
101-000-0000-32180	Wastehauler License	\$500	\$1,365	\$1,000	\$230	\$1,000	0.0%
101-000-0000-32181	General Contractor License	\$1,500	\$3,060	\$1,800	\$3,250	\$2,000	11.1%
101-000-0000-32183	Heating Contractor License	\$795	\$60	\$200	\$0	\$100	-50.0%
101-000-0000-32184	Blacktopping Contractor License	\$60	\$0	\$60	\$0	\$60	0.0%
101-000-0000-32210	Building Permits	\$140,000	\$139,825	\$100,000	\$80,187	\$110,000	10.0%
101-000-0000-32220	Heating Permits	\$4,500	\$10,209	\$3,000	\$4,971	\$3,000	0.0%
101-000-0000-32230	Plumbing Permits	\$4,500	\$5,664	\$3,000	\$3,781	\$3,000	0.0%
101-000-0000-32231	Sewer Permits	\$1,500	\$371	\$500	\$561	\$500	0.0%
101-000-0000-32240	Animal License	\$2,000	\$2,121	\$2,000	\$2,737	\$2,100	5.0%
101-000-0000-32250	Utility Permits	\$4,000	\$17,573	\$6,000	\$4,520	\$6,000	0.0%
101-000-0000-32260	Burning Permit	\$1,000	\$1,065	\$1,000	\$1,060	\$1,000	0.0%
101-000-0000-34104	Plan Check Fees	\$45,000	\$36,653	\$32,000	\$30,032	\$32,000	0.0%
Total Licenses and Permits		\$212,555	\$225,164	\$157,760	\$132,078	\$167,960	6.5%
Intergovernmental							
101-000-0000-33401	Local Government Aid	\$0	\$0	\$0	\$0	\$0	N/A
101-000-0000-33402	Homestead Credit Aid	\$0	\$6,015	\$0	\$0	\$0	N/A
101-000-0000-33418	MSA - Maintenance	\$67,275	\$88,797	\$68,500	\$77,347	\$68,500	0.0%
101-000-0000-33420	State Fire Aid	\$60,000	\$36,217	\$40,000	\$0	\$40,000	0.0%
101-000-0000-33422	PERA Aid	\$2,750	\$2,749	\$2,750	\$1,375	\$2,749	0.0%
101-000-0000-33426	Miscellaneous State Grants	\$0	\$16,454	\$0	\$0	\$0	N/A
101-000-0000-33621	Recycling Grant	\$15,000	\$15,476	\$15,000	\$15,588	\$15,000	0.0%
Total Intergovernmental		\$145,025	\$165,708	\$126,250	\$94,310	\$126,249	0.0%
Charges for Services							
101-000-0000-34103	Zoning & Subdivision Fees	\$4,000	\$6,471	\$1,000	\$4,370	\$4,000	300.0%
101-000-0000-34105	Sale of Copies, Books, Maps	\$300	\$204	\$300	\$72	\$200	-33.3%
101-000-0000-34107	Assessment Searches	\$150	\$391	\$200	\$255	\$200	0.0%
101-000-0000-34109	Clean Up Days	\$5,000	\$4,367	\$4,000	\$3,425	\$4,000	0.0%
101-000-0000-34111	Cable Operation Reimbursement	\$2,400	\$1,956	\$2,400	\$1,683	\$2,000	-16.7%
Total Charges for Services		\$11,850	\$13,389	\$7,900	\$9,805	\$10,400	31.6%
Fines							
101-000-0000-35100	Fines	\$52,000	\$54,052	\$52,000	\$35,638	\$52,000	0.0%
Total Fines		\$52,000	\$54,052	\$52,000	\$35,638	\$52,000	0.0%
Other							
101-000-0000-36200	Miscellaneous Revenue	\$18,000	\$41,827	\$17,130	\$1,008	\$11,129	-35.0%
101-000-0000-36210	Interest Earnings	\$80,000	\$72,711	\$60,000	\$0	\$50,000	-16.7%
101-000-0000-36230	Donations	\$0	\$8,500	\$0	\$8,022	\$8,000	N/A
Total Other		\$98,000	\$123,038	\$77,130	\$9,031	\$69,129	-10.4%
Total Revenues		\$2,892,060	\$2,889,218	\$2,849,011	\$1,518,519	\$2,919,223	2.5%
<u>Other Financing Sources</u>							
101-000-0000-39200	Transfer 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		\$2,892,060	\$2,889,218	\$2,849,011	\$1,518,519	\$2,919,223	2.5%

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:

⇒ **GENERAL GOVERNMENT:** 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

⇒ **PUBLIC SAFETY:** 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

⇒ **PUBLIC WORKS:** 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

⇒ **CULTURE & RECREATION:** This department maintains the city parks and park buildings. The lone subdivision is:

- Parks & Recreation

⇒ **TRANSFERS OUT:** Transfers are scheduled from the general fund to various other city funds.

City of Lake Elmo
Budget 2011

Department Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
GENERAL FUND							
<u>Expenditures by Program & Department</u>							
General Government							
1110	Mayor & Council	\$33,992	\$32,924	\$33,992	\$14,927	\$33,992	0.0%
1320	Administration	\$466,192	\$427,620	\$469,515	\$250,287	\$474,298	1.0%
1410	Elections	\$1,000	\$1,101	\$11,950	\$996	\$1,350	-88.7%
1450	Communications	\$56,364	\$47,023	\$55,317	\$27,483	\$58,263	5.3%
1520	Finance	\$107,121	\$111,037	\$105,876	\$82,971	\$108,061	2.1%
1910	Planning & Zoning	\$202,857	\$211,277	\$182,620	\$92,406	\$186,680	2.2%
1930	Engineering Services	\$72,000	\$55,402	\$70,000	\$26,065	\$70,000	0.0%
1940	City Hall	\$40,943	\$43,573	\$40,750	\$18,978	\$39,475	-3.1%
Total General Government		\$980,269	\$929,955	\$970,020	\$524,113	\$972,119	0.2%
Public Safety							
2100	Police	\$466,950	\$470,605	\$474,935	\$0	\$483,765	1.9%
2150	Prosecution	\$55,000	\$44,868	\$51,000	\$22,936	\$51,000	0.0%
2220	Fire	\$390,930	\$339,655	\$377,855	\$177,720	\$375,704	-0.6%
2250	Fire Relief	\$60,000	\$36,217	\$57,864	\$1,000	\$47,175	-18.5%
2400	Building Inspection	\$188,580	\$86,392	\$95,200	\$45,957	\$97,428	2.3%
2500	Emergency Communications	\$0	\$0	\$0	\$5,250	\$2,500	N/A
2700	Animal Control	\$12,850	\$10,345	\$12,850	\$4,554	\$12,850	0.0%
Total Public Safety		\$1,174,310	\$988,080	\$1,069,704	\$257,416	\$1,070,422	0.1%
Public Works							
3100	Public Works	\$324,978	\$266,573	\$306,333	\$156,202	\$297,938	-2.7%
3120	Streets	\$78,890	\$49,306	\$80,500	\$22,088	\$78,000	-3.1%
3125	Ice & Snow Removal	\$63,500	\$64,416	\$63,500	\$59,407	\$76,000	19.7%
3160	Street Lighting	\$24,000	\$22,459	\$24,000	\$11,209	\$24,000	0.0%
3200	Recycling	\$15,000	\$10,196	\$15,000	\$944	\$15,000	0.0%
3250	Tree Program	\$14,000	\$17,882	\$10,000	\$6,988	\$10,500	5.0%
Total Public Works		\$520,338	\$430,833	\$499,333	\$256,839	\$501,439	0.4%
Culture & Recreation							
5200	Parks & Recreation	\$217,143	\$165,643	\$191,104	\$132,397	\$193,243	1.1%
Total Culture & Recreation		\$217,143	\$165,643	\$191,104	\$132,397	\$193,243	1.1%
Total Expenditures		\$2,892,060	\$2,514,511	\$2,730,161	\$1,170,764	\$2,737,223	0.3%
<u>Other Financing Uses</u>							
Transfers Out		\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
Total Other Financing Uses		\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
Total Expenditures and Other Financing Uses		\$3,241,795	\$2,864,247	\$2,849,011	\$1,297,614	\$2,919,223	2.5%
<u>Expenditures by Classification</u>							
Personnel Services		\$1,306,897	\$1,034,210	\$1,171,776	\$594,832	\$1,175,324	0.3%
Supplies		\$183,830	\$133,048	\$181,400	\$93,135	\$188,300	3.8%
Other Services and Charges		\$1,401,333	\$1,347,253	\$1,376,985	\$482,797	\$1,373,599	-0.2%
Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures		\$2,892,060	\$2,514,511	\$2,730,161	\$1,170,764	\$2,737,223	0.3%
Transfers Out		\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
Total Expenditures and Other Financing Uses		\$3,241,795	\$2,864,247	\$2,849,011	\$1,297,614	\$2,919,223	2.5%

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:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Part-Time Salaries (41030) This item includes the part-time salaries for the mayor and four council members.
- ⇒ Dues & Subscriptions (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.
- ⇒ Conferences & Training (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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 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	\$922	\$1,019	\$509	\$1,019	0.0%
101-410-1110-41230	Medicare Contributions	\$238	\$216	\$238	\$119	\$238	0.0%
	Total Personnel Services	\$17,692	\$17,573	\$17,692	\$8,846	\$17,692	0.0%
	Other Services and Charges						
101-410-1110-43310	Mileage	\$1,000	\$586	\$1,000	\$0	\$1,000	0.0%
101-410-1110-44300	Miscellaneous	\$2,000	\$3,350	\$2,000	\$518	\$2,000	0.0%
101-410-1110-44330	Dues & Subscriptions	\$9,800	\$9,939	\$9,800	\$3,987	\$9,800	0.0%
101-410-1110-44370	Conferences & Training	\$3,500	\$1,477	\$3,500	\$1,576	\$3,500	0.0%
	Total Other Services and Charges	\$16,300	\$15,351	\$16,300	\$6,081	\$16,300	0.0%
1110	Total Mayor & Council	\$33,992	\$32,924	\$33,992	\$14,927	\$33,992	0.0%

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:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1320	Administration						
	Personnel Services						
101-410-1320-41010	Full-time Salaries	\$225,913	\$206,949	\$220,753	\$118,381	\$221,094	0.2%
101-410-1320-41210	PERA Contributions	\$15,249	\$12,143	\$15,453	\$4,341	\$8,634	-44.1%
101-410-1320-41215	ICMA Employer Contributions	\$0	\$1,791	\$0	\$3,799	\$7,395	N/A
101-410-1320-41220	FICA Contributions	\$14,007	\$12,603	\$13,687	\$7,240	\$13,708	0.2%
101-410-1320-41230	Medicare Contributions	\$3,276	\$2,948	\$3,201	\$1,693	\$3,206	0.2%
101-410-1320-41300	Health/Dental Insurance	\$31,685	\$23,738	\$36,680	\$22,369	\$38,682	5.5%
101-410-1320-41510	Workers Compensation	\$2,212	\$1,843	\$1,741	\$1,821	\$2,579	48.1%
	Total Personnel Services	\$292,342	\$262,015	\$291,515	\$159,754	\$285,298	1.3%
	Supplies						
101-410-1320-42000	Office Supplies	\$8,000	\$5,852	\$8,000	\$2,034	\$7,500	-6.3%
101-410-1320-42030	Printed Forms	\$0	\$819	\$0	\$458	\$1,000	N/A
	Total Supplies	\$8,000	\$6,671	\$8,000	\$2,491	\$8,500	6.3%
	Other Services and Charges						
101-410-1320-43040	Legal Services	\$60,000	\$45,882	\$60,000	\$26,966	\$60,000	0.0%
101-410-1320-43100	Assessing Services	\$44,000	\$44,280	\$45,500	\$14,000	\$45,500	0.0%
101-410-1320-43220	Postage	\$8,000	\$3,500	\$7,000	\$2,000	\$7,500	7.1%
101-410-1320-43310	Mileage	\$4,000	\$316	\$3,500	\$1,141	\$3,500	0.0%
101-410-1320-43510	Legal Publishing	\$0	\$229	\$0	\$0	\$0	N/A
101-410-1320-43610	Insurance	\$35,350	\$39,301	\$39,500	\$38,563	\$39,500	0.0%
101-410-1320-44300	Miscellaneous	\$5,000	\$22,258	\$6,000	\$729	\$6,000	0.0%
101-410-1320-44330	Dues & Subscriptions	\$4,000	\$2,233	\$4,000	\$2,020	\$4,000	0.0%
101-410-1320-44350	Books	\$0	\$35	\$0	\$0	\$0	N/A
101-410-1320-44370	Conferences & Training	\$3,500	\$902	\$3,500	\$2,499	\$3,500	0.0%
101-410-1320-44380	Staff Development	\$2,000	\$0	\$1,000	\$125	\$1,000	0.0%
	Total Other Services and Charges	\$165,850	\$158,934	\$170,000	\$88,042	\$170,500	0.3%
1320	Total Administration	\$466,192	\$427,620	\$469,515	\$250,287	\$474,298	1.0%

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 2011, an election is not projected.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1410	Elections						
	Personnel Services						
101-410-1410-41030	Part-time Salaries	\$0	\$0	\$10,000	\$0	\$0	-100.0%
101-410-1410-41220	FICA Contributions	\$0	\$0	\$0	\$0	\$0	N/A
101-410-1410-41230	Medicare Contributions	\$0	\$0	\$0	\$0	\$0	N/A
	Total Personnel Services	\$0	\$0	\$10,000	\$0	\$0	-100.0%
	Supplies						
101-410-1410-42000	Office Supplies	\$0	\$161	\$250	\$56	\$0	-100.0%
101-410-1410-42030	Printed Forms	\$0	\$0	\$350	\$0	\$0	-100.0%
	Total Supplies	\$0	\$161	\$600	\$56	\$0	-100.0%
	Other Services and Charges						
101-410-1410-44300	Miscellaneous	\$1,000	\$940	\$1,350	\$940	\$1,350	0.0%
101-410-1410-44370	Conferences & Training	\$0	\$0	\$0	\$0	\$0	N/A
	Total Other Services and Charges	\$1,000	\$940	\$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	\$1,000	\$1,101	\$11,950	\$996	\$1,350	-88.7%

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:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Full-Time Salaries (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.
- ⇒ Information Technology/Web (43180) Expenditures for the maintenance of the city's information technology, including outsourced web access, hardware support, and software support.
- ⇒ Public Notices (43510) Costs associated with public notices of municipal meetings and affairs.
- ⇒ Cable Operation (43620) Expenditures related to cable television broadcasts of municipal meetings.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1450	Communications						
	Personnel Services						
101-410-1450-41010	Full-time Salaries	\$14,060	\$7,888	\$10,920	\$3,696	\$11,139	2.0%
101-410-1450-41210	PERA Contributions	\$949	\$532	\$764	\$258	\$808	5.8%
101-410-1450-41220	FICA Contributions	\$872	\$489	\$677	\$229	\$691	2.1%
101-410-1450-41230	Medicare Contributions	\$204	\$114	\$158	\$54	\$162	2.5%
101-410-1450-41300	Health/Dental Insurance	\$0	\$0	\$0	\$0	\$0	N/A
101-410-1450-41510	Workers Compensation	\$779	\$649	\$388	\$430	\$583	41.5%
	Total Personnel Services	\$16,864	\$9,672	\$12,917	\$4,668	\$13,363	3.5%
	Other Services and Charges						
101-410-1450-43090	Newsletter	\$3,500	\$8,036	\$5,400	\$2,395	\$5,400	0.0%
101-410-1450-43180	Information Technology/Web	\$27,000	\$25,345	\$29,000	\$17,796	\$31,500	8.6%
101-410-1450-43510	Public Notices	\$5,000	\$820	\$4,000	\$676	\$4,000	0.0%
101-410-1450-43620	Cable Operations	\$4,000	\$3,149	\$4,000	\$1,948	\$4,000	0.0%
	Total Other Services and Charges	\$39,500	\$37,351	\$42,400	\$22,815	\$44,900	5.9%
1450	Total Communications	\$56,364	\$47,023	\$55,317	\$27,483	\$58,263	5.3%

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:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1520	Finance						
	Personnel Services						
101-410-1520-41010	Full-time Salaries	\$36,134	\$34,191	\$34,060	\$19,126	\$34,741	2.0%
101-410-1520-41210	PERA Contributions	\$2,439	\$2,308	\$2,384	\$1,337	\$2,519	5.7%
101-410-1520-41220	FICA Contributions	\$2,240	\$2,107	\$2,112	\$1,178	\$2,154	2.0%
101-410-1520-41230	Medicare Contributions	\$524	\$493	\$494	\$276	\$504	2.0%
101-410-1520-41300	Health/Dental Insurance	\$4,052	\$1,477	\$3,915	\$2,474	\$4,114	5.1%
101-410-1520-41420	Unemployment Benefits	\$0	\$0	\$0	\$0	\$0	N/A
101-410-1520-41510	Workers Compensation	\$182	\$152	\$181	\$176	\$279	73.3%
	Total Personnel Services	\$46,571	\$40,727	\$43,126	\$24,567	\$44,311	2.7%
	Supplies						
101-410-1520-42000	Office Supplies	\$500	\$0	\$500	\$0	\$500	0.0%
101-410-1520-42030	Printed Forms	\$0	\$0	\$0	\$0	\$0	N/A
	Total Supplies	\$500	\$0	\$500	\$0	\$500	0.0%
	Other Services and Charges						
101-410-1520-43010	Audit Services	\$28,000	\$27,920	\$29,500	\$21,000	\$29,500	0.0%
101-410-1520-43150	Contract Services	\$30,000	\$39,417	\$30,000	\$44,758	\$30,000	0.0%
101-410-1520-43310	Mileage	\$400	\$0	\$250	\$0	\$250	0.0%
101-410-1520-44300	Miscellaneous	\$2,000	\$2,972	\$2,000	\$2,646	\$3,000	50.0%
101-410-1520-44330	Dues & Subscriptions	\$100	\$0	\$100	\$0	\$100	0.0%
101-410-1520-44350	Books	\$200	\$0	\$100	\$0	\$100	0.0%
101-410-1520-44370	Conferences & Training	\$350	\$0	\$300	\$0	\$300	0.0%
	Total Other Services and Charges	\$61,050	\$70,310	\$62,250	\$68,404	\$63,250	1.6%
1520	Total Finance	\$107,121	\$111,037	\$105,876	\$92,971	\$108,061	2.1%

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:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1910	Planning & Zoning						
	Personnel Services						
101-410-1910-41010	Full-time Salaries	\$115,512	\$103,261	\$102,265	\$54,334	\$104,312	2.0%
101-410-1910-41210	PERA Contributions	\$7,797	\$6,953	\$7,159	\$3,614	\$7,563	5.6%
101-410-1910-41220	FICA Contributions	\$7,162	\$6,139	\$6,340	\$3,233	\$6,467	2.0%
101-410-1910-41230	Medicare Contributions	\$1,675	\$1,436	\$1,483	\$756	\$1,513	2.0%
101-410-1910-41300	Health/Dental Insurance	\$25,979	\$19,608	\$25,138	\$12,292	\$26,487	5.4%
101-410-1910-41510	Workers Compensation	\$582	\$485	\$485	\$526	\$838	72.8%
	Total Personnel Services	\$158,707	\$137,882	\$142,870	\$74,755	\$147,180	3.0%
	Supplies						
101-410-1910-42000	Office Supplies	\$2,750	\$119	\$2,000	\$88	\$1,000	-50.0%
101-410-1910-42030	Printed Forms	\$0	\$22	\$0	\$0	\$0	N/A
	Total Supplies	\$2,750	\$141	\$2,000	\$88	\$1,000	-50.0%
	Other Services and Charges						
101-410-1910-43020	Comprehensive Planning	\$20,000	\$2,186	\$15,000	\$0	\$20,000	33.3%
101-410-1910-43030	Engineering Services	\$8,000	\$33,632	\$10,000	\$13,909	\$10,000	0.0%
101-410-1910-43040	Legal Services	\$0	\$1,177	\$0	\$0	\$0	N/A
101-410-1910-43150	Contract Services	\$10,000	\$34,334	\$10,000	\$2,415	\$5,000	-50.0%
101-410-1910-43310	Mileage	\$1,000	\$0	\$500	\$0	\$500	0.0%
101-410-1910-44300	Miscellaneous	\$500	\$123	\$500	\$19	\$500	0.0%
101-410-1910-44330	Dues & Subscriptions	\$500	\$306	\$500	\$495	\$750	50.0%
101-410-1910-44350	Books	\$0	\$212	\$250	\$0	\$250	0.0%
101-410-1910-44370	Conferences & Training	\$1,200	\$1,285	\$1,000	\$725	\$1,500	50.0%
	Total Other Services and Charges	\$41,200	\$73,253	\$37,750	\$17,563	\$38,500	2.0%
1910	Total Planning & Zoning	\$202,657	\$211,277	\$182,620	\$92,406	\$186,680	2.2%

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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1930	Engineering Services						
	Other Services and Charges						
101-410-1930-43030	Engineering Services	\$72,000	\$55,402	\$70,000	\$26,065	\$70,000	0.0%
	Total Other Services and Charges	\$72,000	\$55,402	\$70,000	\$26,065	\$70,000	0.0%
1930	Total Engineering Services	\$72,000	\$55,402	\$70,000	\$26,065	\$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:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Telephone (43210) Includes city hall and annex phone service and long distance charges.
- ⇒ Electric Utility (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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
1940	City Hall						
	Supplies						
101-410-1940-42110	Cleaning Supplies	\$550	\$765	\$550	\$280	\$550	0.0%
101-410-1940-42230	Building Repair Supplies	\$1,000	\$6	\$1,000	\$160	\$1,000	0.0%
	Total Supplies	\$1,550	\$771	\$1,550	\$440	\$1,550	0.0%
	Other Services and Charges						
101-410-1940-43210	Telephone	\$8,390	\$7,941	\$8,400	\$4,264	\$7,125	-15.2%
101-410-1940-43810	Electric Utility	\$12,221	\$11,127	\$12,500	\$4,354	\$12,500	0.0%
101-410-1940-43840	Refuse	\$1,782	\$1,244	\$1,300	\$518	\$1,300	0.0%
101-410-1940-44010	Repairs/Maint Contractual Bldg	\$10,000	\$14,551	\$11,000	\$7,758	\$11,000	0.0%
101-410-1940-44040	Repairs/Maint Contractual Eqpt	\$6,000	\$7,784	\$5,000	\$974	\$5,000	0.0%
101-410-1940-44300	Miscellaneous	\$1,000	\$154	\$1,000	\$670	\$1,000	0.0%
	Total Other Services and Charges	\$39,393	\$42,801	\$39,200	\$18,538	\$37,925	-3.3%
1940	Total City Hall	\$40,943	\$43,573	\$40,750	\$18,978	\$39,475	-3.1%

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

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2100	Police						
	Other Services and Charges						
101-420-2100-43150	Law Enforcement Contract	\$466,950	\$470,605	\$474,935	\$0	\$483,765	1.9%
	Total Other Services and Charges	\$466,950	\$470,605	\$474,935	\$0	\$483,765	1.9%
2100	Total Police	\$466,950	\$470,605	\$474,935	\$0	\$483,765	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

- ⇒ Attorney Criminal (43045) Contracted expenditures for the provision of prosecuting legal services for the city.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2150	Prosecution						
	Other Services and Charges						
101-420-2150-43045	Attorney Criminal	\$55,000	\$44,868	\$51,000	\$22,936	\$51,000	0.0%
	Total Other Services and Charges	\$55,000	\$44,868	\$51,000	\$22,936	\$51,000	0.0%
2150	Total Prosecution	\$55,000	\$44,868	\$51,000	\$22,936	\$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:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Full-Time Salaries (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ Part-Time Salaries (41030) Personnel costs for the volunteer firefighters are based on an estimate of approximately 400 emergency response calls and 36 trainings/drills during the year.
- ⇒ Fuel, Oil & Fluids (42120) Includes fuel and oil changes for firefighting vehicles.
- ⇒ Small Tools & Equipment (42400) Includes turnout boots, medical boots, 2 lock-box systems, and 2 MDT for CAD.
- ⇒ Physicals (43050) Includes 17 annual physicals, 4 preplacement, 8 preplacement psychiatric, 32 annual required fit tests, and 8 hepatitis B.
- ⇒ Radio (43230) Includes annual user fees, 4 pager replacements, and 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 cleaning and 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
- ⇒ Uniforms (44170) Includes uniforms for 8 new members and general replacement.

⇒ **Conferences and Training (44370)** Includes the following:

- Firefighter I, Firefighter II, and HazMat for 8 members
- First Respond for 8 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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City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2220	Fire						
	Personnel Services						
101-420-2220-41010	Full-time Salaries	\$65,758	\$63,534	\$63,803	\$35,532	\$64,701	1.4%
101-420-2220-41030	Part-time Salaries	\$110,000	\$76,349	\$110,000	\$28,597	\$100,000	-9.1%
101-420-2220-41210	PERA Contributions	\$9,272	\$8,932	\$8,669	\$4,859	\$9,008	3.9%
101-420-2220-41220	FICA Contributions	\$7,114	\$4,969	\$7,106	\$1,906	\$6,468	-9.0%
101-420-2220-41230	Medicare Contributions	\$2,548	\$1,994	\$2,520	\$910	\$2,388	-5.2%
101-420-2220-41300	Health/Dental Insurance	\$16,388	\$13,443	\$15,855	\$9,508	\$16,722	5.5%
101-420-2220-41420	Unemployment Benefits	\$0	\$552	\$0	\$0	\$0	N/A
101-420-2220-41510	Workers Compensation	\$12,369	\$10,407	\$10,575	\$12,472	\$15,892	50.3%
	Total Personnel Services	\$223,449	\$180,180	\$218,528	\$93,783	\$215,179	-1.5%
	Supplies						
101-420-2220-42000	Office Supplies	\$1,500	\$420	\$1,500	\$320	\$1,000	-33.3%
101-420-2220-42030	Printed Forms	\$0	\$0	\$0	\$0	\$0	N/A
101-420-2220-42080	EMS Supplies	\$1,200	\$2,490	\$1,200	\$0	\$1,200	0.0%
101-420-2220-42090	Fire Prevention	\$3,000	\$97	\$3,000	\$27	\$3,000	0.0%
101-420-2220-42120	Fuel, Oil and Fluids	\$11,500	\$10,299	\$11,500	\$4,641	\$10,000	-13.0%
101-420-2220-42210	Equipment Parts	\$0	\$390	\$0	\$0	\$0	N/A
101-420-2220-42230	Building Repair Supplies	\$0	\$0	\$0	\$0	\$0	N/A
101-420-2220-42400	Small Tools & Equipment	\$12,020	\$9,343	\$10,000	\$5,115	\$10,000	0.0%
	Total Supplies	\$29,220	\$23,038	\$27,200	\$10,103	\$25,200	-7.4%
	Other Services and Charges						
101-420-2220-43050	Physicals	\$7,829	\$6,247	\$7,550	\$594	\$9,250	22.5%
101-420-2220-43210	Telephone	\$5,500	\$4,458	\$5,100	\$2,153	\$5,000	-2.0%
101-420-2220-43230	Radio	\$16,960	\$15,692	\$19,920	\$7,915	\$18,500	-7.1%
101-420-2220-43310	Mileage	\$600	\$579	\$600	\$670	\$600	0.0%
101-420-2220-43630	Vehicle Insurance	\$17,648	\$14,472	\$15,475	\$13,980	\$15,475	0.0%
101-420-2220-43810	Electric Utility	\$13,900	\$10,380	\$13,900	\$5,783	\$12,500	-10.1%
101-420-2220-43840	Refuse	\$1,198	\$547	\$1,000	\$228	\$1,000	0.0%
101-420-2220-44010	Repairs/Maint Bldg	\$11,000	\$10,195	\$10,000	\$13,993	\$11,000	10.0%
101-420-2220-44040	Repairs/Maint Eqpt	\$25,555	\$34,293	\$26,907	\$12,913	\$25,000	-7.1%
101-420-2220-44170	Uniforms	\$7,700	\$3,408	\$5,600	\$1,213	\$9,200	64.3%
101-420-2220-44300	Miscellaneous	\$2,000	\$10,539	\$2,800	\$893	\$1,500	-46.4%
101-420-2220-44330	Dues & Subscriptions	\$2,971	\$3,320	\$2,200	\$1,264	\$3,300	50.0%
101-420-2220-44350	Books	\$400	\$1,347	\$850	\$759	\$1,000	17.6%
101-420-2220-44370	Conferences & Training	\$25,000	\$20,958	\$20,225	\$11,496	\$22,000	8.8%
	Total Other Services and Charges	\$138,261	\$136,436	\$132,127	\$73,834	\$135,325	2.4%
	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	\$390,930	\$339,655	\$377,855	\$177,720	\$375,704	-0.6%

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:

EXPENDITURES & OTHER FINANCING USES

- ⇒ 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.
- ⇒ City Contribution (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 is calculated for 2011.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2250	Fire Relief						
	Other Services and Charges						
101-420-2250-44920	Fire State Aid	\$60,000	\$36,217	\$40,000	\$0	\$40,000	0.0%
101-420-2250-44925	City Contribution	\$0	\$0	\$17,864	\$1,000	\$7,175	-59.8%
	Total Other Services and Charges	\$60,000	\$36,217	\$57,864	\$1,000	\$47,175	-18.5%
2250	Total Fire Relief	\$60,000	\$36,217	\$57,864	\$1,000	\$47,175	-18.5%

BUILDING INSPECTION (2400)

BUDGETARY OBJECTIVE:

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

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2400	Building Inspection						
	Personnel Services						
101-420-2400-41010	Full-time Salaries	\$129,719	\$58,602	\$59,740	\$32,463	\$60,935	2.0%
101-420-2400-41210	PERA Contributions	\$8,756	\$3,952	\$4,182	\$2,269	\$4,418	5.6%
101-420-2400-41220	FICA Contributions	\$8,043	\$3,576	\$3,704	\$1,979	\$3,778	2.0%
101-420-2400-41230	Medicare Contributions	\$1,881	\$836	\$866	\$463	\$884	2.1%
101-420-2400-41300	Health/Dental Insurance	\$9,320	\$7,537	\$9,015	\$5,183	\$9,487	5.2%
101-420-2400-41510	Workers Compensation	\$6,161	\$5,134	\$2,143	\$2,319	\$2,451	14.4%
	Total Personnel Services	\$163,880	\$78,637	\$79,650	\$44,676	\$81,953	2.9%
	Supplies						
101-420-2400-42000	Office Supplies	\$500	\$83	\$300	\$0	\$300	0.0%
101-420-2400-42030	Printed Forms	\$500	\$0	\$300	\$0	\$300	0.0%
101-420-2400-42120	Fuel, Oil and Fluids	\$3,750	\$0	\$3,750	\$0	\$3,750	0.0%
	Total Supplies	\$4,750	\$83	\$4,350	\$0	\$4,350	0.0%
	Other Services and Charges						
101-420-2400-43030	Engineering	\$10,000	\$1,504	\$5,000	\$2,264	\$5,000	0.0%
101-420-2400-43050	Plan Review Charges	\$3,000	\$0	\$1,000	\$0	\$1,000	0.0%
101-420-2400-43060	Surcharge Payments	\$0	\$0	\$0	-\$5,680	\$0	N/A
101-420-2400-43150	Inspector Contract Services	\$1,000	\$2,060	\$1,000	\$175	\$1,000	0.0%
101-420-2400-43210	Telephone	\$1,100	\$412	\$500	\$176	\$425	-15.0%
101-420-2400-43310	Mileage	\$750	\$11	\$250	\$0	\$250	0.0%
101-420-2400-43630	Insurance	\$1,250	\$1,025	\$1,000	\$903	\$1,000	0.0%
101-420-2400-44040	Repairs/Maint Eqpt	\$1,000	\$912	\$750	\$365	\$750	0.0%
101-420-2400-44120	Rentals - Building	\$0	\$0	\$0	\$0	\$0	N/A
101-420-2400-44170	Uniforms	\$350	\$0	\$300	\$0	\$300	0.0%
101-420-2400-44300	Miscellaneous	\$750	\$239	\$500	\$2,822	\$500	0.0%
101-420-2400-44330	Dues & Subscriptions	\$250	\$175	\$200	\$100	\$200	0.0%
101-420-2400-44350	Books	\$0	\$0	\$200	\$0	\$200	0.0%
101-420-2400-44370	Conferences & Training	\$500	\$335	\$500	\$155	\$500	0.0%
	Total Other Services and Charges	\$19,950	\$6,672	\$11,200	\$1,281	\$11,125	-0.7%
	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	\$188,580	\$86,392	\$95,200	\$45,957	\$97,428	2.3%

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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2500	Emergency Communications						
	Other Services and Charges						
101-420-2500-43150	Contract Services	\$0	\$0	\$0	\$5,250	\$2,500	N/A
	Total Other Services and Charges	\$0	\$0	\$0	\$5,250	\$2,500	N/A
2500	Total Emergency Communications	\$0	\$0	\$0	\$5,250	\$2,500	N/A

ANIMAL CONTROL (2700)

BUDGETARY OBJECTIVE:

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

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2700	Animal Control						
	Supplies						
101-420-2700-42030	Printed Forms	\$150	\$0	\$150	\$0	\$150	0.0%
	Total Supplies	\$150	\$0	\$150	\$0	\$150	0.0%
	Other Services and Charges						
101-420-2700-43150	Contract Services	\$12,600	\$10,345	\$12,600	\$4,554	\$12,600	0.0%
101-420-2700-44300	Miscellaneous	\$100	\$0	\$100	\$0	\$100	0.0%
	Total Other Services and Charges	\$12,700	\$10,345	\$12,700	\$4,554	\$12,700	0.0%
2700	Total Animal Control	\$12,850	\$10,345	\$12,850	\$4,554	\$12,850	0.0%

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:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2008 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
3100	Public Works						
	Personnel Services						
101-430-3100-41010	Full-time Salaries	\$132,035	\$121,982	\$128,387	\$66,896	\$126,033	-1.8%
101-430-3100-41030	Part-time Salaries	\$12,950	\$0	\$12,573	\$0	\$12,824	2.0%
101-430-3100-41210	PERA Contributions	\$9,786	\$8,210	\$9,867	\$4,676	\$10,067	2.0%
101-430-3100-41220	FICA Contributions	\$8,989	\$7,229	\$8,740	\$3,957	\$8,609	-1.5%
101-430-3100-41230	Medicare Contributions	\$2,103	\$1,691	\$2,044	\$925	\$2,013	-1.5%
101-430-3100-41300	Health/Dental Insurance	\$37,550	\$28,126	\$36,027	\$21,572	\$38,177	6.0%
101-430-3100-41510	Workers Compensation	\$12,600	\$10,527	\$11,500	\$13,541	\$13,946	21.3%
	Total Personnel Services	\$216,013	\$177,764	\$209,138	\$111,567	\$211,669	1.2%
	Supplies						
101-430-3100-42000	Office Supplies	\$500	\$224	\$500	\$108	\$500	0.0%
101-430-3100-42120	Fuel, Oil and Fluids	\$0	\$0	\$0	\$0	\$0	N/A
101-430-3100-42150	Shop Materials	\$4,500	\$1,405	\$4,000	\$542	\$4,000	0.0%
101-430-3100-42210	Equipment Parts	\$0	\$2,220	\$0	\$82	\$0	N/A
101-430-3100-42230	Building Repair Supplies	\$1,500	\$0	\$1,000	\$0	\$1,000	0.0%
101-430-3100-42400	Small Tools & Minor Equipment	\$3,000	\$1,872	\$3,000	\$915	\$3,000	0.0%
	Total Supplies	\$9,500	\$5,720	\$8,500	\$1,647	\$8,500	0.0%
	Other Services and Charges						
101-430-3100-43030	Engineering Services	\$0	\$3,286	\$0	\$579	\$1,000	N/A
101-430-3100-43150	Contract Services	\$18,000	\$5,824	\$13,400	\$971	\$7,500	-44.0%
101-430-3100-43210	Telephone	\$7,500	\$7,903	\$7,500	\$4,521	\$6,375	-15.0%
101-430-3100-43230	Radio	\$500	\$0	\$500	\$0	\$500	0.0%
101-430-3100-43310	Mileage	\$100	\$0	\$100	\$0	\$100	0.0%
101-430-3100-43630	Insurance	\$16,760	\$14,243	\$15,670	\$14,156	\$15,670	0.0%
101-430-3100-43810	Electric Utility	\$34,500	\$18,943	\$29,500	\$10,539	\$25,000	-15.3%
101-430-3100-43840	Refuse	\$1,800	\$1,709	\$1,800	\$1,054	\$1,800	0.0%
101-430-3100-44010	Repairs/Maint Bldg	\$2,000	\$4,184	\$2,000	\$2,372	\$1,500	-25.0%
101-430-3100-44030	Repairs/Maint Imp Not Bldgs	\$0	\$14,317	\$0	\$0	\$0	N/A
101-430-3100-44040	Repairs/Maint Eqpt	\$5,500	\$1,441	\$6,000	\$520	\$6,000	0.0%
101-430-3100-44170	Uniforms	\$1,675	\$1,741	\$1,675	\$1,041	\$1,675	0.0%
101-430-3100-44300	Miscellaneous	\$2,000	\$1,142	\$2,000	\$268	\$2,000	0.0%
101-430-3100-44330	Dues & Subscriptions	\$150	\$0	\$150	\$0	\$150	0.0%
101-430-3100-44370	Conferences & Training	\$900	\$1,190	\$900	\$875	\$1,000	11.1%
101-430-3100-44380	Clean-up Days	\$8,080	\$7,164	\$7,500	\$6,091	\$7,500	0.0%
	Total Other Services and Charges	\$99,465	\$83,089	\$88,695	\$42,988	\$77,770	-12.3%
	Capital Outlay						
101-430-3100-45800	Other Equipment	\$0	\$0	\$0	\$0	\$0	N/A
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	N/A
3100	Total Public Works	\$324,978	\$266,573	\$306,333	\$156,202	\$297,939	-2.7%

STREETS (3120)

BUDGETARY OBJECTIVE:

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

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Fuel, Oil & Fluids (42120) Includes fuel and oil changes for all public works streets vehicles.
- ⇒ Equipment Parts (42210) Includes equipment parts for all public works streets equipment.
- ⇒ Street Maintenance Materials (42240) Expenditures for street maintenance materials, including asphalt for pot holes and general repairs.
- ⇒ Sign Repair Materials (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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
3120	Streets						
	Supplies						
101-430-3120-42120	Fuel, Oil and Fluids	\$31,860	\$16,811	\$32,000	\$11,486	\$30,000	-6.3%
101-430-3120-42210	Equipment Parts	\$8,000	\$1,497	\$8,500	\$1,240	\$8,500	0.0%
101-430-3120-42240	Street Maintenance Materials	\$15,000	\$8,423	\$18,000	\$3,388	\$15,000	-16.7%
101-430-3120-42260	Sign Repair Materials	\$6,000	\$3,929	\$3,000	\$2,612	\$3,000	0.0%
	Total Supplies	\$60,860	\$30,660	\$61,500	\$18,726	\$56,500	-8.1%
	Other Services and Charges						
101-430-3120-43150	Contract Services	\$14,000	\$17,145	\$14,000	\$3,290	\$16,500	17.9%
101-430-3120-44040	Repairs/Maint Eqpt	\$4,000	\$1,501	\$5,000	\$72	\$5,000	0.0%
	Total Other Services and Charges	\$18,000	\$18,646	\$19,000	\$3,361	\$21,500	13.2%
3120	Total Streets	\$78,860	\$49,306	\$80,500	\$22,088	\$78,000	-3.1%

ICE & SNOW REMOVAL (3125)

BUDGETARY OBJECTIVE:

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

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Sand/Salt (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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
3125	Ice and Snow Removal						
	Supplies						
101-430-3125-42250	Landscaping Materials	\$1,000	\$142	\$1,000	\$302	\$1,000	0.0%
101-430-3125-42290	Sand/Salt	\$50,000	\$60,254	\$50,000	\$57,411	\$65,000	30.0%
	Total Supplies	\$51,000	\$60,396	\$51,000	\$57,713	\$66,000	29.4%
	Other Services and Charges						
101-430-3125-43150	Contract Services	\$10,000	\$1,662	\$10,000	\$0	\$7,500	-25.0%
101-430-3125-44040	Repairs/Maint Eqpt	\$2,500	\$2,358	\$2,500	\$1,695	\$2,500	0.0%
	Total Other Services and Charges	\$12,500	\$4,020	\$12,500	\$1,695	\$10,000	-20.0%
3125	Total Ice and Snow Removal	\$63,500	\$64,416	\$63,500	\$59,407	\$76,000	19.7%

STREET LIGHTING (3160)

BUDGETARY OBJECTIVE:

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

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

⇒ Street Lighting (43810) includes street lighting electric service.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
3160	Street Lighting						
	Other Services and Charges						
101-430-3160-43810	Street Lighting	\$24,000	\$22,459	\$24,000	\$11,209	\$24,000	0.0%
	Total Other Services and Charges	\$24,000	\$22,459	\$24,000	\$11,209	\$24,000	0.0%
3160	Total Street Lighting	\$24,000	\$22,459	\$24,000	\$11,209	\$24,000	0.0%

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:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
3200	Recycling						
	Supplies						
101-430-3200-42100	Recycling Supplies	\$3,500	\$1,500	\$3,500	\$0	\$3,500	0.0%
	Total Supplies	\$3,500	\$1,500	\$3,500	\$0	\$3,500	0.0%
	Other Services and Charges						
101-430-3200-43090	Newsletter	\$4,000	\$0	\$4,000	\$932	\$4,000	0.0%
101-430-3200-44300	Miscellaneous	\$7,500	\$8,696	\$7,500	\$12	\$7,500	0.0%
	Total Other Services and Charges	\$11,500	\$8,696	\$11,500	\$944	\$11,500	0.0%
3200	Total Recycling	\$15,000	\$10,196	\$15,000	\$944	\$15,000	0.0%

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

- ⇒ Contract Services (43150) Contracted expenditures for forestry services including diseased tree inspections.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
3250	Tree Program						
	Other Services and Charges						
101-430-3250-43150	Contract Services	\$14,000	\$17,882	\$10,000	\$6,988	\$10,500	5.0%
	Total Other Services and Charges	\$14,000	\$17,882	\$10,000	\$6,988	\$10,500	5.0%
3250	Total Tree Program	\$14,000	\$17,882	\$10,000	\$6,988	\$10,500	5.0%

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:

EXPENDITURES & OTHER FINANCING USES

- ⇒ Full-Time & Part-Time Salaries (41010, 41030) See Appendix 1 for the personnel compensation distribution.
- ⇒ Fuel, Oil & Fluids (42120) Includes fuel and oil changes for all parks equipment and vehicles.
- ⇒ Landscaping Materials (42250) Expenditures for parks landscaping supplies.
- ⇒ Insurance (43630) Premiums for parks buildings, vehicles, and equipment.
- ⇒ Electric Utility (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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
5200	Parks & Recreation						
	Personnel Services						
101-450-5200-41010	Full-time Salaries	\$85,810	\$70,044	\$77,561	\$37,405	\$77,977	0.5%
101-450-5200-41030	Part-time Salaries	\$44,417	\$24,531	\$30,551	\$12,483	\$31,162	2.0%
101-450-5200-41210	PERA Contributions	\$8,790	\$5,657	\$7,568	\$3,117	\$7,912	4.5%
101-450-5200-41220	FICA Contributions	\$8,074	\$5,734	\$6,703	\$3,018	\$6,767	1.0%
101-450-5200-41230	Medicare Contributions	\$1,888	\$1,341	\$1,568	\$706	\$1,583	1.0%
101-450-5200-41300	Health/Dental Insurance	\$14,829	\$10,947	\$14,044	\$8,234	\$14,852	5.8%
101-450-5200-41420	Unemployment Benefits	\$0	\$3,364	\$1,642	\$0	\$0	-100.0%
101-450-5200-41510	Workers Compensation	\$8,571	\$7,142	\$6,703	\$7,253	\$8,426	25.7%
	Total Personnel Services	\$172,379	\$128,759	\$146,340	\$72,216	\$148,679	1.6%
	Supplies						
101-450-5200-42000	Office Supplies	\$300	\$23	\$300	\$0	\$300	0.0%
101-450-5200-42120	Fuel, Oil and Fluids	\$3,000	\$0	\$3,000	\$0	\$3,000	0.0%
101-450-5200-42150	Shop Materials	\$750	\$602	\$750	\$0	\$750	0.0%
101-450-5200-42160	Chemicals	\$1,000	\$125	\$1,000	\$0	\$1,000	0.0%
101-450-5200-42210	Equipment Parts	\$1,500	\$852	\$2,500	\$1,134	\$2,500	0.0%
101-450-5200-42230	Building Repair Supplies	\$500	\$0	\$500	\$220	\$500	0.0%
101-450-5200-42250	Landscaping Materials	\$3,500	\$1,766	\$3,500	\$51	\$3,500	0.0%
101-450-5200-42400	Small Tools & Minor Equipment	\$1,500	\$539	\$1,000	\$466	\$1,000	0.0%
	Total Supplies	\$12,050	\$3,907	\$12,550	\$1,871	\$12,550	0.0%
	Other Services and Charges						
101-450-5200-43210	Telephone	\$650	\$360	\$650	\$98	\$550	-15.4%
101-450-5200-43310	Mileage	\$200	\$0	\$200	\$0	\$100	-50.0%
101-450-5200-43630	Insurance	\$6,200	\$5,084	\$5,500	\$4,969	\$5,500	0.0%
101-450-5200-43810	Electric Utility	\$10,164	\$10,192	\$10,164	\$5,825	\$10,164	0.0%
101-450-5200-43840	Refuse	\$2,500	\$2,571	\$2,500	\$994	\$2,500	0.0%
101-450-5200-44010	Repairs/Maint Bldg	\$700	\$148	\$700	\$0	\$700	0.0%
101-450-5200-44030	Repairs/Maint Imp Not Bldgs	\$4,000	\$3,559	\$4,000	\$43,854	\$4,000	0.0%
101-450-5200-44040	Repairs/Maint Eqpt	\$1,500	\$1,311	\$2,000	\$0	\$2,000	0.0%
101-450-5200-44120	Rentals - Buildings	\$5,000	\$4,812	\$5,000	\$2,426	\$5,000	0.0%
101-450-5200-44170	Uniforms	\$0	\$0	\$0	\$0	\$0	N/A
101-450-5200-44300	Miscellaneous	\$1,500	\$4,940	\$1,500	\$144	\$1,500	0.0%
101-450-5200-44330	Dues & Subscriptions	\$100	\$0	\$0	\$0	\$0	N/A
101-450-5200-44370	Conferences & Training	\$200	\$0	\$0	\$0	\$0	N/A
	Total Other Services and Charges	\$32,714	\$32,977	\$32,214	\$58,310	\$32,014	-0.6%
5200	Total Parks & Recreation	\$217,143	\$165,643	\$191,104	\$132,397	\$193,243	1.1%

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:

EXPENDITURES & OTHER FINANCING USES

⇒ Transfers Out General fund transfers out for 2011 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 2011 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 - \$6,000.
- Transfer to the Water enterprise fund to assist in offsetting the Water fund's declining cash balance - \$50,000.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
9360	Other Financing Uses						
	Transfers Out						
101-493-9360-47200	Transfers Out	\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
	Total Transfers Out	\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
9360	Total Other Financing Uses	\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%
Transfers Out Detail:							
	Donation Passed Through to Fall Festival Fund	\$7,500	\$7,500	\$0	\$8,000	\$8,000	N/A
	Close CDBG Fund	\$1,603	\$1,603	\$0	\$0	\$0	N/A
	Close Tablyn Park/Lake Elmo Heights Fund	\$95,632	\$95,632	\$0	\$0	\$0	N/A
	Infrastructure Reserve Fund (sealcoating)	\$100,000	\$100,000	\$0	\$0	\$100,000	N/A
	Vehicle Replacement Fund	\$0	\$0	\$68,850	\$68,850	\$6,000	-91.3%
	Radio Replacement Internal Service Fund	\$20,000	\$20,000	\$0	\$0	\$6,000	N/A
	Information Technology Replacement Fund	\$20,000	\$20,000	\$0	\$0	\$6,000	N/A
	FFE Replacement Fund	\$5,000	\$5,000	\$0	\$0	\$6,000	N/A
	Water Fund (offset future deficit cash balance)	\$0	\$0	\$50,000	\$50,000	\$50,000	0.0%
	Surface Water Fund (assist with deficit cash balance)	\$100,000	\$100,000	\$0	\$0	\$0	N/A
		\$349,735	\$349,735	\$118,850	\$126,850	\$182,000	53.1%

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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 two active special revenue funds:

1. Development Fund
2. Fall Festival

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 2011

Fund Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
SPECIAL REVENUE FUNDS							
<u>Revenues and Other Financing Sources</u>							
203	Development Fund	\$0	\$1,967	\$0	\$0	\$0	N/A
204	Fall Festival	\$10,500	\$16,692	\$10,500	\$8,040	\$18,500	76.2%
205	CDBG	\$64,528	\$30,133	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$75,028	\$48,793	\$10,500	\$8,040	\$18,500	76.2%
<u>Expenditures and Other Financing Uses</u>							
203	Development Fund	\$25,000	\$63,376	\$10,000	\$12,684	\$10,000	0.0%
204	Fall Festival	\$10,500	\$15,321	\$10,500	\$1,274	\$10,500	0.0%
205	CDBG	\$62,925	\$28,871	\$0	\$0	\$0	N/A
Total Expenditures and Other Financing Uses		\$98,425	\$107,569	\$20,500	\$13,957	\$20,500	0.0%
TOTAL SPECIAL REVENUE FUNDS		(\$23,397)	(\$58,776)	(\$10,000)	(\$5,917)	(\$2,000)	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$109,222	\$109,222	\$50,446	\$50,446	\$40,446	-19.8%
Net Change in Fund Balance		(\$23,397)	(\$58,776)	(\$10,000)	(\$5,917)	(\$2,000)	N/A
Fund Balance, Ending of Year		\$85,825	\$50,446	\$40,446	\$44,529	\$38,446	-4.9%

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 accounts for costs associated with these or similar projects.

ACCOUNT HIGHLIGHTS:

EXPENDITURES & OTHER FINANCING USES

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Development Fund							
Revenues							
Charges for Services							
203-000-0000-34103	Zoning & Subdivision Fees	\$0	\$0	\$0	\$0	\$0	N/A
Total Charges for Services		\$0	\$0	\$0	\$0	\$0	N/A
Other							
203-000-0000-36210	Interest Earnings	\$0	\$1,967	\$0	\$0	\$0	N/A
Total Other		\$0	\$1,967	\$0	\$0	\$0	N/A
Total Revenues		\$0	\$1,967	\$0	\$0	\$0	N/A
Expenditures							
Other Services and Charges							
203-490-9070-43030	Engineering Services	\$25,000	\$61,170	\$10,000	\$9,675	\$10,000	0.0%
203-490-9070-43040	Legal Services	\$0	\$983	\$0	\$2,652	\$0	N/A
203-490-9070-43150	Contract Services	\$0	\$1,224	\$0	\$357	\$0	N/A
203-490-9070-44300	Miscellaneous Expenses	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$25,000	\$63,376	\$10,000	\$12,684	\$10,000	0.0%
Total Expenditures		\$25,000	\$63,376	\$10,000	\$12,684	\$10,000	0.0%
Development Fund		(\$25,000)	(\$61,409)	(\$10,000)	(\$12,684)	(\$10,000)	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$105,246	\$105,246	\$43,837	\$43,837	\$33,837	-22.8%
Net Change in Fund Balance		(\$25,000)	(\$61,409)	(\$10,000)	(\$12,684)	(\$10,000)	N/A
Fund Balance, Ending of Year		\$80,246	\$43,837	\$33,837	\$31,153	\$23,837	-29.6%

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

- ⇒ Donations (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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Fall Festival							
Revenues							
Other							
204-000-0000-36210	Interest Earnings	\$0	\$203	\$0	\$0	\$0	N/A
204-000-0000-36230	Donations	\$10,500	\$8,989	\$10,500	\$40	\$10,500	0.0%
Total Other		\$10,500	\$9,192	\$10,500	\$40	\$10,500	0.0%
Total Revenues		\$10,500	\$9,192	\$10,500	\$40	\$10,500	0.0%
Other Financing Sources							
204-000-0000-39200	Transfers In	\$0	\$7,500	\$0	\$8,000	\$8,000	N/A
Total Other Financing Sources		\$0	\$7,500	\$0	\$8,000	\$8,000	N/A
Total Revenues and Other Financing Sources		\$10,500	\$16,692	\$10,500	\$8,040	\$18,500	76.2%
Expenditures							
Supplies							
204-450-5200-42000	Office Supplies	\$1,000	\$143	\$1,000	\$0	\$1,000	0.0%
Total Supplies		\$1,000	\$143	\$1,000	\$0	\$1,000	0.0%
Other Services and Charges							
204-450-5200-43150	Contract Services	\$9,000	\$4,631	\$5,000	\$1,049	\$5,000	0.0%
204-450-5200-43610	Insurance	\$0	\$498	\$500	\$0	\$500	0.0%
204-450-5200-44300	Miscellaneous	\$500	\$10,049	\$4,000	\$225	\$4,000	0.0%
Total Other Services and Charges		\$9,500	\$15,178	\$9,500	\$1,274	\$9,500	0.0%
Total Expenditures		\$10,500	\$15,321	\$10,500	\$1,274	\$10,500	0.0%
Fall Festival		\$0	\$1,371	\$0	\$6,766	\$8,000	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$5,238	\$5,238	\$6,609	\$6,609	\$6,609	0.0%
Net Change in Fund Balance		\$0	\$1,371	\$0	\$6,766	\$8,000	N/A
Fund Balance, Ending of Year		\$5,238	\$6,609	\$6,609	\$13,375	\$14,609	121.0%

COMMUNITY DEVELOPMENT BLOCK GRANT (205)

BUDGETARY OBJECTIVE:

The Community Development Block Grant Fund (CDBG) is a federal grant award passed through Washington County to the city providing assistance to low income homeowners in replacing deteriorating gas lines to their homes in the Cimmaron neighborhood. The fund was closed with a transfer in from the General Fund in 2009.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ CDBG Grant (33130) Federal grant award passed through Washington County to fund a gas line replacement project.

EXPENDITURES & OTHER FINANCING USES

- ⇒ Contract Services – CDBG (43150) Expenditures related to a gas line replacement project.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
CDBG							
Revenues							
Intergovernmental							
205-000-0000-33130	CDBG Grant	\$62,925	\$28,720	\$0	\$0	\$0	N/A
Total Intergovernmental		\$62,925	\$28,720	\$0	\$0	\$0	N/A
Other							
205-000-0000-36210	Interest Earnings	\$0	(\$190)	\$0	\$0	\$0	N/A
Total Other		\$0	(\$190)	\$0	\$0	\$0	N/A
Total Revenues		\$62,925	\$28,530	\$0	\$0	\$0	N/A
Other Financing Sources							
202-000-0000-39200	Transfers In	\$1,603	\$1,603	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$1,603	\$1,603	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$64,528	\$30,133	\$0	\$0	\$0	N/A
Expenditures							
Other Services and Charges							
205-430-3300-43013	Cimarron Study - CDBG	\$0	\$39	\$0	\$0	\$0	N/A
205-430-3300-43150	Contract Services - CDBG	\$62,925	\$28,832	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$62,925	\$28,871	\$0	\$0	\$0	N/A
Total Expenditures		\$62,925	\$28,871	\$0	\$0	\$0	N/A
CDBG		\$1,603	\$1,262	\$0	\$0	\$0	N/A
Fund Balance							
Fund Balance, Beginning of Year		(\$1,262)	(\$1,262)	\$0	\$0	\$0	0.0%
Net Change in Fund Balance		\$1,603	\$1,262	\$0	\$0	\$0	N/A
Fund Balance, Ending of Year		\$341	\$0	\$0	\$0	\$0	0.0%

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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 seven 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

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.

DEBT PAYMENT SCHEDULE:

YEAR	PRINCIPAL	INTEREST
2011	\$344,000	\$211,386
2012	\$406,000	\$216,752
2013	\$3,273,000	\$146,997
2014	\$385,000	\$78,789
2015	\$402,000	\$70,854
2016-2020	\$1,525,000	\$238,354
2021-2025	\$975,000	\$72,156
TOTAL:	\$7,310,000	\$1,035,288

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City of Lake Elmo
Budget 2011

Account Num	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
DEBT SERVICE FUNDS							
<u>Revenues and Other Financing Sources</u>							
310	2001 G.O. State Aid and Improvement Bonds	\$87,496	\$557,852	\$0	\$0	\$0	N/A
312	2002 G.O. Improvement Bonds	\$27,037	\$27,418	\$23,500	\$15,255	\$21,440	-8.8%
313	2004 G.O. Capital Improvement Plan Bonds	\$1,327,949	\$1,323,344	\$246,000	\$110,000	\$151,838	-38.3%
314	2006 G.O. Equipment Certificates of Indebtedness	\$56,438	\$56,539	\$57,016	\$28,358	\$56,278	-1.3%
315	2009A G.O. Refunding Bonds (2001)	\$0	\$78,969	\$83,263	\$6,988	\$72,025	-13.5%
316	2009B G.O. Improvement Bonds	\$0	\$4,969	\$51,000	\$25,500	\$81,544	20.7%
317	2010A G.O. Improvement Bonds	\$0	\$0	\$0	\$0	\$58,234	N/A
318	2010B G.O. Capital Improvement Plan Crossover Refunding Bonds (2004)	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$1,498,920	\$2,049,111	\$480,779	\$186,100	\$421,359	-8.6%
<u>Expenditures and Other Financing Uses</u>							
310	2001 G.O. State Aid and Improvement Bonds	\$342,034	\$879,960	\$0	\$0	\$0	N/A
312	2002 G.O. Improvement Bonds	\$40,163	\$40,163	\$43,640	\$1,820	\$41,840	-4.1%
313	2004 G.O. Capital Improvement Plan Bonds	\$302,133	\$302,133	\$302,095	\$302,095	\$335,046	10.9%
314	2006 G.O. Equipment Certificates of Indebtedness	\$53,512	\$53,512	\$54,016	\$5,508	\$53,446	-1.1%
315	2009A G.O. Refunding Bonds (2001)	\$0	\$78,969	\$78,975	\$6,988	\$72,025	-8.8%
316	2009B G.O. Improvement Bonds	\$0	\$0	\$11,094	\$11,094	\$43,763	294.5%
317	2010A G.O. Improvement Bonds	\$0	\$0	\$0	\$0	\$9,266	N/A
318	2010B G.O. Capital Improvement Plan Crossover Refunding Bonds (2004)	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures and Other Financing Uses		\$737,842	\$1,354,735	\$489,820	\$327,504	\$555,386	13.4%
TOTAL DEBT SERVICE FUNDS		\$761,078	\$694,375	(\$29,041)	(\$141,404)	(\$134,027)	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$727,673	\$727,673	\$1,422,048	\$1,422,048	\$1,393,007	-2.0%
Net Change in Fund Balance		\$761,078	\$694,375	(\$29,041)	(\$141,404)	(\$134,027)	N/A
Fund Balance, Ending of Year		\$1,488,751	\$1,422,048	\$1,393,007	\$1,280,645	\$1,258,980	-9.6%

2001 G.O. STATE AID AND IMPROVEMENT BONDS (310)

BUDGETARY OBJECTIVE:

The \$1,080,000 2001 G.O. State Aid and Improvement Bonds were designated as state aid bonds in 2001 and were refunded in 2009 by the 2009A G.O. Refunding Bonds. 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 original and refunding bonds through 2016. This fund was responsible for the retirement of the general obligation bonds through the 05/13/09 refunding date.

Available special assessment funds and interest earnings in the 2001 G.O. State Aid and Improvement Bonds debt service fund were transferred to the Tablyn Park/Lake Elmo Heights capital projects fund in 2009 to reduce the capital project fund balance deficit.

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 original and refunding bonds through 2016.

DEBT PAYMENT SCHEDULE:

The bonds were refunded in 2009 by the 2009A G.O. Refunding Bonds.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2001 G.O. State Aid and Improvement Bonds							
Revenues							
Intergovernmental							
310-000-0000-33426	MSA Grant	\$79,600	\$0	\$0	\$0	\$0	N/A
Total Intergovernmental		\$79,600	\$0	\$0	\$0	\$0	N/A
Special Assessments							
310-000-0000-36100	Special Assessments	\$0	\$0	\$0	\$0	\$0	N/A
Total Special Assessments		\$0	\$0	\$0	\$0	\$0	N/A
Other							
310-000-0000-36210	Interest on Investments	\$7,896	\$6,914	\$0	\$0	\$0	N/A
Total Other		\$7,896	\$6,914	\$0	\$0	\$0	N/A
Total Revenues		\$87,496	\$6,914	\$0	\$0	\$0	N/A
Other Financing Sources							
310-000-0000-39310	Bond Proceeds	\$0	\$535,000	\$0	\$0	\$0	N/A
310-000-0000-39320	Premiums on Bonds Sold	\$0	\$15,937	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$0	\$550,937	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$87,496	\$557,852	\$0	\$0	\$0	N/A
Expenditures							
Debt Service							
310-480-8000-46010	Bond Principal	\$55,000	\$55,000	\$0	\$0	\$0	N/A
310-480-8000-46110	Bond Interest	\$25,728	\$20,398	\$0	\$0	\$0	N/A
310-480-8000-46200	Fiscal Agent Fees	\$0	\$18,256	\$0	\$0	\$0	N/A
Total Debt Service		\$80,728	\$93,654	\$0	\$0	\$0	N/A
Total Expenditures		\$80,728	\$93,654	\$0	\$0	\$0	N/A
Other Financing Uses							
310-480-8000-46015	Payments to Escrow Agent	\$0	\$525,000	\$0	\$0	\$0	N/A
310-493-9360-47200	Transfers Out	\$261,306	\$261,306	\$0	\$0	\$0	N/A
Total Other Financing Uses		\$261,306	\$786,306	\$0	\$0	\$0	N/A
Total Expenditures and Other Financing Uses		\$342,034	\$879,960	\$0	\$0	\$0	N/A
2001 G.O. State Aid and Improvement Bonds		(\$254,538)	(\$322,108)	\$0	\$0	\$0	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$322,108	\$322,108	(\$0)	(\$0)	(\$0)	N/A
Net Change in Fund Balance		(\$254,538)	(\$322,108)	\$0	\$0	\$0	N/A
Fund Balance, Ending of Year		\$67,570	(\$0)	(\$0)	(\$0)	(\$0)	N/A

NOTE: Available special assessment funds in the 2001 G.O. State Aid and Improvement Bonds debt service fund were transferred to the Tablyn Park/Lake Elmo Heights capital projects fund in 2009 to reduce the fund balance deficit

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

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

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2011	\$40,000	\$1,840
TOTAL:	\$40,000	\$1,840

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2002 G.O. Improvement Bonds							
Revenues							
Special Assessments							
312-000-0000-36100	Special Assessments	\$25,051	\$25,070	\$22,000	\$15,255	\$21,000	-4.5%
Total Special Assessments		\$25,051	\$25,070	\$22,000	\$15,255	\$21,000	-4.5%
Other							
312-000-0000-36210	Interest on Investments	\$1,986	\$2,348	\$1,500	\$0	\$440	-70.7%
Total Other		\$1,986	\$2,348	\$1,500	\$0	\$440	-70.7%
Total Revenues		\$27,037	\$27,418	\$23,500	\$15,255	\$21,440	-8.8%
Expenditures							
Debt Service							
312-480-8000-46010	Bond Principal	\$35,000	\$35,000	\$40,000	\$0	\$40,000	0.0%
312-480-8000-46110	Bond Interest	\$5,163	\$5,163	\$3,640	\$1,820	\$1,840	-49.5%
Total Debt Service		\$40,163	\$40,163	\$43,640	\$1,820	\$41,840	-4.1%
Total Expenditures		\$40,163	\$40,163	\$43,640	\$1,820	\$41,840	-4.1%
2002 G.O. Improvement Bonds		(\$13,126)	(\$12,745)	(\$20,140)	\$13,435	(\$20,400)	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$86,463	\$86,463	\$73,718	\$73,718	\$53,578	-27.3%
Net Change in Fund Balance		(\$13,126)	(\$12,745)	(\$20,140)	\$13,435	(\$20,400)	N/A
Fund Balance, Ending of Year		\$73,337	\$73,718	\$53,578	\$87,153	\$33,178	-38.1%

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 are to be 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

⇒ Current Ad Valorem Taxes (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).

DEBT PAYMENT SCHEDULE:

YEAR	PRINCIPAL	INTEREST
2011	\$170,000	\$131,903
2012	\$175,000	\$126,380
2013	\$3,030,000	\$61,746
TOTAL:	\$3,375,000	\$320,029

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2004 G.O. Capital Improvement Plan Bonds							
Revenues							
Taxes							
313-000-0000-31010	Current Ad Valorem Taxes	\$319,885	\$319,885	\$220,000	\$110,000	\$140,000	-36.4%
Total Taxes		\$319,885	\$319,885	\$220,000	\$110,000	\$140,000	-36.4%
Other							
313-000-0000-36210	Interest on Investments	\$8,064	\$3,459	\$26,000	\$0	\$11,838	-54.5%
Total Other		\$8,064	\$3,459	\$26,000	\$0	\$11,838	-54.5%
Total Revenues		\$327,949	\$323,344	\$246,000	\$110,000	\$151,838	-38.3%
Other Financing Sources							
313-000-0000-39200	Transfers In	\$1,000,000	\$1,000,000	\$0	\$0	\$0	N/A
313-000-0000-39310	Bond Proceeds	\$0	\$0	\$0	\$0	\$0	N/A
313-000-0000-39320	Premiums on Bonds Sold	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$1,000,000	\$1,000,000	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$1,327,949	\$1,323,344	\$246,000	\$110,000	\$151,838	-38.3%
Expenditures							
Debt Service							
313-480-8000-46000	Bond Principal	\$160,000	\$160,000	\$165,000	\$165,000	\$170,000	3.0%
313-480-8000-46110	Bond Interest	\$142,133	\$142,133	\$137,095	\$137,095	\$165,046	20.4%
313-480-8000-46200	Fiscal Agent Fees	\$0	\$0	\$0	\$0	\$0	N/A
Total Debt Service		\$302,133	\$302,133	\$302,095	\$302,095	\$335,046	10.9%
Total Expenditures		\$302,133	\$302,133	\$302,095	\$302,095	\$335,046	10.9%
Other Financing Uses							
310-480-8000-46015	Payments to Escrow Agent	\$0	\$0	\$0	\$0	\$0	N/A
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 Expenditures and Other Financing Uses		\$302,133	\$302,133	\$302,095	\$302,095	\$335,046	10.9%
2004 G.O. Capital Improvement Plan Bonds		\$1,025,816	\$1,021,212	(\$56,095)	(\$192,095)	(\$183,208)	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$310,271	\$310,271	\$1,331,483	\$1,331,483	\$1,275,388	-4.2%
Net Change in Fund Balance		\$1,025,816	\$1,021,212	(\$56,095)	(\$192,095)	(\$183,208)	N/A
Fund Balance, Ending of Year		\$1,336,087	\$1,331,483	\$1,275,388	\$1,139,387	\$1,092,180	-14.4%

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 is to be 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

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

DEBT PAYMENT SCHEDULE:

YEAR	PRINCIPAL	INTEREST
2011	\$44,000	\$9,446
2012	\$46,000	\$7,840
2013	\$48,000	\$6,000
2014	\$50,000	\$4,080
2015	\$52,000	\$2,080
TOTAL:	\$240,000	\$29,446

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2006 G.O. Equipment Certificates of Indebtedness							
Revenues							
Taxes							
314-000-0000-31010	Current Ad Valorem Taxes	\$56,188	\$56,188	\$56,716	\$28,358	\$56,118	-1.1%
Total Taxes		\$56,188	\$56,188	\$56,716	\$28,358	\$56,118	-1.1%
Other							
314-000-0000-36210	Interest on Investments	\$250	\$351	\$300	\$0	\$160	-48.7%
Total Other		\$250	\$351	\$300	\$0	\$160	-48.7%
Total Revenues		\$56,438	\$56,539	\$57,016	\$28,358	\$56,278	-1.3%
Expenditures							
Debt Service							
314-480-8000-46010	Bond Principal	\$41,000	\$41,000	\$43,000	\$0	\$44,000	2.3%
314-480-8000-46110	Bond Interest	\$12,512	\$12,512	\$11,016	\$5,508	\$9,446	-14.3%
Total Debt Service		\$53,512	\$53,512	\$54,016	\$5,508	\$53,446	-1.1%
Total Expenditures		\$53,512	\$53,512	\$54,016	\$5,508	\$53,446	-1.1%
2006 G.O. Equipment Certificates of Indebtedness		\$2,926	\$3,027	\$3,000	\$22,850	\$2,832	-5.6%
Fund Balance							
Fund Balance, Beginning of Year		\$8,831	\$8,831	\$11,858	\$11,858	\$14,858	25.3%
Net Change in Fund Balance		\$2,926	\$3,027	\$3,000	\$22,850	\$2,832	-5.6%
Fund Balance, Ending of Year		\$11,757	\$11,858	\$14,858	\$34,708	\$17,690	19.1%

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.

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2011	\$60,000	\$12,025
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:	\$400,000	\$44,150

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2009A G.O. Refunding Bonds (2001)							
Revenues							
Intergovernmental							
315-000-0000-33426	MSA Grant	\$0	\$78,969	\$82,263	\$6,988	\$72,025	-12.4%
Total Intergovernmental		\$0	\$78,969	\$82,263	\$6,988	\$72,025	-12.4%
Other							
315-000-0000-36210	Interest on Investments	\$0	\$0	\$1,000	\$0	\$0	-100.0%
Total Other		\$0	\$0	\$1,000	\$0	\$0	-100.0%
Total Revenues		\$0	\$78,969	\$83,263	\$6,988	\$72,025	-13.5%
Expenditures							
Debt Service							
315-470-7000-46010	Bond Principal	\$0	\$70,000	\$65,000	\$0	\$60,000	-7.7%
315-470-7000-46110	Bond Interest	\$0	\$8,969	\$13,975	\$6,988	\$12,025	-14.0%
315-470-7000-46200	Fiscal Agent Fees	\$0	\$0	\$0	\$0	\$0	N/A
Total Debt Service		\$0	\$78,969	\$78,975	\$6,988	\$72,025	-8.8%
Total Expenditures		\$0	\$78,969	\$78,975	\$6,988	\$72,025	-8.8%
2009A G.O. Refunding Bonds (2001)		\$0	\$0	\$4,288	(\$0)	\$0	-100.0%
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	\$0	\$0	\$4,288	N/A
Net Change in Fund Balance		\$0	\$0	\$4,288	(\$0)	\$0	-100.0%
Fund Balance, Ending of Year		\$0	\$0	\$4,288	(\$0)	\$4,288	0.0%

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

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

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2011	\$30,000	\$13,763
2012	\$55,000	\$12,913
2013	\$60,000	\$11,763
2014	\$60,000	\$10,563
2015	\$60,000	\$9,363
2016-2020	\$310,000	\$23,350
TOTAL:	\$575,000	\$81,715

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2009B G.O. Improvement Bonds							
Revenues							
Taxes							
316-000-0000-31010	Current Ad Valorem Taxes	\$0	\$0	\$51,000	\$25,500	\$50,544	-0.9%
Total Taxes		\$0	\$0	\$51,000	\$25,500	\$50,544	-0.9%
Special Assessments							
316-000-0000-36100	Special Assessments	\$0	\$0	\$0	\$0	\$10,000	N/A
Total Special Assessments		\$0	\$0	\$0	\$0	\$10,000	N/A
Other							
316-000-0000-36210	Interest on Investments	\$0	\$1,125	\$0	\$0	\$1,000	N/A
Total Other		\$0	\$1,125	\$0	\$0	\$1,000	N/A
Total Revenues		\$0	\$1,125	\$51,000	\$25,500	\$61,544	20.7%
Other Financing Sources							
316-000-0000-33310	Bond Proceeds	\$0	\$3,864	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$0	\$3,864	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$0	\$4,989	\$51,000	\$25,500	\$61,544	20.7%
Expenditures							
Debt Service							
316-470-7000-46010	Bond Principal	\$0	\$0	\$0	\$0	\$30,000	N/A
316-470-7000-46110	Bond Interest	\$0	\$0	\$11,094	\$11,094	\$13,763	24.1%
Total Debt Service		\$0	\$0	\$11,094	\$11,094	\$43,763	294.5%
Total Expenditures		\$0	\$0	\$11,094	\$11,094	\$43,763	294.5%
2009B G.O. Improvement Bonds		\$0	\$4,989	\$39,906	\$14,406	\$17,781	-55.4%
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	\$4,989	\$4,989	\$44,895	799.8%
Net Change in Fund Balance		\$0	\$4,989	\$39,906	\$14,406	\$17,781	-55.4%
Fund Balance, Ending of Year		\$0	\$4,989	\$44,895	\$19,396	\$62,676	39.6%

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

- ⇒ Current Ad Valorem Taxes (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.

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2011	\$0	\$9,266
2012	\$65,000	\$12,786
2013	\$70,000	\$12,280
2014	\$70,000	\$11,563
2015	\$70,000	\$10,653
2016-2020	\$360,000	\$32,821
2021-2025	\$75,000	\$1,050
TOTAL:	\$710,000	\$90,419

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2010A G.O. Improvement Bonds							
Revenues							
Taxes							
317-000-0000-31010	Current Ad Valorem Taxes	\$0	\$0	\$0	\$0	\$57,994	N/A
Total Taxes		\$0	\$0	\$0	\$0	\$57,994	N/A
Special Assessments							
317-000-0000-36100	Special Assessments	\$0	\$0	\$0	\$0	\$0	N/A
Total Special Assessments		\$0	\$0	\$0	\$0	\$0	N/A
Other							
317-000-0000-36210	Interest on Investments	\$0	\$0	\$0	\$0	\$240	N/A
Total Other		\$0	\$0	\$0	\$0	\$240	N/A
Total Revenues		\$0	\$0	\$0	\$0	\$58,234	N/A
Other Financing Sources							
317-000-0000-39310	Bond Proceeds	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$0	\$0	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$0	\$0	\$0	\$0	\$58,234	N/A
Expenditures							
Debt Service							
317-470-7000-46010	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
317-470-7000-46110	Bond Interest	\$0	\$0	\$0	\$0	\$9,266	N/A
Total Debt Service		\$0	\$0	\$0	\$0	\$9,266	N/A
Total Expenditures		\$0	\$0	\$0	\$0	\$9,266	N/A
2010A G.O. Improvement Bonds		\$0	\$0	\$0	\$0	\$48,968	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	\$0	\$0	\$0	N/A
Net Change in Fund Balance		\$0	\$0	\$0	\$0	\$48,968	N/A
Fund Balance, Ending of Year		\$0	\$0	\$0	\$0	\$48,968	N/A

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

⇒ Current Ad Valorem Taxes (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
2011	\$0	\$33,143
2012	\$0	\$46,608
2013	\$0	\$46,608
2014	\$135,000	\$45,933
2015	\$150,000	\$44,208
2016-2020	\$785,000	\$180,083
2021-2025	\$900,000	\$71,106
TOTAL:	\$1,970,000	\$467,689

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2010B G.O. Capital Improvement Plan Crossover Refunding Bonds							
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	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		\$0	\$0	\$0	\$0	\$0	N/A
Expenditures							
Debt Service							
318-470-7000-46000	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
318-470-7000-46110	Bond Interest	\$0	\$0	\$0	\$0	\$0	N/A
318-470-7000-46200	Fiscal Agent Fees	\$0	\$0	\$0	\$0	\$0	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 Expenditures and Other Financing Uses		\$0	\$0	\$0	\$0	\$0	N/A
2010B G.O. Capital Improvement Plan Crossover Refunding Bonds		\$0	\$0	\$0	\$0	\$0	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	\$0	\$0	\$0	N/A
Net Change in Fund Balance		\$0	\$0	\$0	\$0	\$0	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

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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 ten active capital projects funds:

1. Park Dedication
2. Infrastructure Reserve
3. Vehicle Replacement
4. City Facilities
5. Village
6. Manning Avenue/Highway 36
7. 2009 Street Improvements
8. Tablyn Park Entrance
9. 2010 Street Improvements
10. 2011 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.

City of Lake Elmo
Budget 2011

Fund Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
CAPITAL PROJECTS FUNDS							
<u>Revenues and Other Financing Sources</u>							
202	Tablyn Park/Lake Elmo Heights	\$374,971	\$364,588	\$15,000	\$0	\$0	-100.0%
404	Park Dedication	\$20,000	\$26,243	\$58,675	\$3,605	\$8,000	-86.4%
409	Infrastructure Reserve	\$577,735	\$135,135	\$28,000	\$22,253	\$130,000	364.3%
410	Vehicle Replacement	\$57,500	\$36,466	\$72,850	\$113,132	\$6,000	-91.8%
411	City Facilities	\$25,000	\$38,119	\$10,000	\$0	\$1,000	-90.0%
413	Village	\$125,000	\$864	\$0	\$0	\$3,500,000	N/A
414	Manning Avenue/Highway 36	\$1,500	\$1,638	\$1,500	\$0	\$1,000	-33.3%
415	2009 Street Improvements	\$0	\$503,368	\$0	\$0	\$0	N/A
416	Tablyn Park Entrance	\$0	\$70,301	\$0	\$0	\$0	N/A
417	2010 Street Improvements	\$0	(\$7)	\$652,454	\$0	\$0	-100.0%
418	2011 Street Improvements	\$0	\$0	\$0	\$0	\$483,000	N/A
Total Revenues and Other Financing Sources		\$1,181,706	\$1,176,512	\$838,479	\$138,990	\$4,129,000	392.4%
<u>Expenditures and Other Financing Uses</u>							
202	Tablyn Park/Lake Elmo Heights	\$0	\$12,055	\$0	\$0	\$0	N/A
404	Park Dedication	\$267,000	\$83,540	\$241,000	\$20,859	\$290,200	20.4%
409	Infrastructure Reserve	\$651,020	\$98,511	\$160,000	\$39,233	\$171,487	7.2%
410	Vehicle Replacement	\$232,800	\$222,018	\$134,300	\$1,198	\$127,025	-5.4%
411	City Facilities	\$1,000,000	\$1,000,000	\$0	\$20,961	\$177,000	N/A
413	Village	\$100,000	\$51,113	\$560,000	\$15,677	\$3,542,000	532.5%
414	Manning Avenue/Highway 36	\$0	\$0	\$0	\$0	\$0	N/A
415	2009 Street Improvements	\$0	\$468,408	\$0	\$922	\$0	N/A
416	Tablyn Park Entrance	\$0	\$61,783	\$0	\$64	\$0	N/A
417	2010 Street Improvements	\$0	\$19,030	\$652,454	\$83,345	\$0	-100.0%
418	2011 Street Improvements	\$0	\$0	\$0	\$0	\$483,000	N/A
Total Expenditures and Other Financing Uses		\$2,250,820	\$2,016,456	\$1,747,754	\$182,259	\$4,790,712	174.1%
TOTAL CAPITAL PROJECTS FUNDS		(\$1,069,114)	(\$839,944)	(\$909,275)	(\$43,268)	(\$661,712)	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$1,867,157	\$1,867,157	\$1,027,213	\$1,027,213	\$117,938	-88.5%
Net Change in Fund Balance		(\$1,069,114)	(\$839,944)	(\$909,275)	(\$43,268)	(\$661,712)	N/A
Fund Balance, Ending of Year		\$798,043	\$1,027,213	\$117,938	\$983,945	(\$543,774)	-561.1%

City of Lake Elmo
Capital Projects Summary 2010

Fund/Category	Project	Detail or Street From/To	Estimated Cost 2011	Funding Source
Park Dedication (404)				
Parks	Lions Park	Replace Shelter Roof	\$5,000	Park Dedication Fees
Parks	Sunfish Lake Park	Boulders Gate Landscaping	\$12,000	Park Dedication Fees
Parks	Signage	All Parks	\$20,000	Park Dedication Fees
Parks	Pebble Park	Improved Ballfield	\$20,000	Park Dedication Fees
Parks	DeMontreville Park	Picnic Shelter	\$45,000	Park Dedication Fees
Parks	DeMontreville Park	Resurface Basketball Court	\$5,000	Park Dedication Fees
Parks	Sanctuary	Master Plan	\$5,000	Park Dedication Fees
Parks	Stonegate Park	Parking Lot	\$10,000	Park Dedication Fees
Parks	Highfa Park	Park Development	\$25,000	Park Dedication Fees
Parks	DeMontreville Park	Play Area Edging	\$3,000	Park Dedication Fees
Parks	Lions Park	Lights	\$30,000	Park Dedication Fees
Parks	Sunfish Lake Park	Prairie establishment	\$5,200	Park Dedication Fees
Parks	Trail Improvements		\$100,000	Park Dedication Fees
Total Park Dedication (404)			\$285,200	
Infrastructure Reserve (409)				
(2011 projects, not including sealcoating, budgeted in 2011 Street Improvements Fund #418)				
Per 2009 Transportation plan				
Infrastructure	Sealcoating (see 2011 detail below)		\$106,137	Fund Balance/General Fund Transfers
Infrastructure	LAVERNE AVE N	11TH ST N TO 12TH ST N	\$48,000	70% Property Tax Levy; 30% Assessments
Infrastructure	LAVERNE AVE N	CSAH 10 (10TH ST N) TO 11TH ST N	\$29,000	70% Property Tax Levy; 30% Assessments
Infrastructure	LAYTON AVE N	CSAH 10 (10TH ST N) TO 12TH ST N	\$83,000	70% Property Tax Levy; 30% Assessments
Infrastructure	LEEWARD AVE N	CSAH 10 (10TH ST N) TO 12TH ST N	\$93,000	70% Property Tax Levy; 30% Assessments
Infrastructure	11TH ST N	LAVERNE AVE WEST TO CUL-DE-SAC	\$29,000	70% Property Tax Levy; 30% Assessments
Infrastructure	12TH ST N	LAYTON AVE TO LEEWARD AVE	\$26,000	70% Property Tax Levy; 30% Assessments
Infrastructure	12TH ST N	LAVERNE AVE TO LAYTON AVE N	\$77,000	70% Property Tax Levy; 30% Assessments
Infrastructure	12TH ST N	WEST CUL-DE-SAC TO LAVERNE AVE	\$33,000	70% Property Tax Levy; 30% Assessments
Infrastructure	10TH STREET CT N	CSAH 10 (10TH ST) TO CUL-DE-SAC	\$65,000	70% Property Tax Levy; 30% Assessments
Total Infrastructure Reserve (409)			\$589,137	
Vehicle Replacement (Formerly Capital Acquisitions) (410)				
Fire	Heavy rescue vehicle Refurbish		\$55,000	Capital Fund Balance
Fire	2 Laptops for Trucks		\$6,000	Capital Fund Balance
Fire	Replace inverter on E2		\$17,225	Capital Fund Balance
Fire	install Light Tower on E2		\$13,800	Capital Fund Balance
Public Works	Pick-up Truck		\$35,000	Capital Fund Balance
Total Vehicle Replacement (Formerly Capital Acquisitions) (410)			\$127,025	
City Facilities (411)				
City Hall	City Hall Interior Improvements	Carpeting, Storage Addition, Plumbing Repairs	\$25,000	Capital Fund Balance
City Hall	City Hall Parking Lot	Rehabilitate/Replace	\$30,000	Capital Fund Balance
City Hall	City Hall Annex Interior Improvements	Plumbing Repairs	\$5,000	Capital Fund Balance
City Hall	City Hall Annex Exterior Improvements	Releveling/Skirting	\$5,000	Capital Fund Balance
City Hall	City Storage Facility	Internal/External Repairs	\$10,000	Capital Fund Balance
Fire	Station 1 Interior Improvements	update electrical	\$40,000	Capital Fund Balance
Fire	Station 1 Exterior Improvements	Door Canopies	\$10,000	Capital Fund Balance
Fire	Station 1 Parking Lot	Rehabilitate/Replace	\$10,000	Capital Fund Balance
Fire	Station 2 Interior Improvements	Misc. Repairs/Improvements	\$5,000	Capital Fund Balance
Fire	Station 2 Exterior Improvements	Retaining Wall/Drainage Repairs/crack sealing	\$30,000	Capital Fund Balance
Public Works	Public Works misc.		\$7,000	Capital Fund Balance
Total City Facilities (411)			\$177,000	
Village (413)				
Village - Sewer	I-94 to 30th Street Trunk Forcemain	forcemain to 10th, plus gravity	\$3,500,000	State Grant/Bonds/TBD
Total Village (413)			\$3,500,000	
Water (601)				
Water	Well and Pump house #4	and connecting trunk watermain	\$1,370,000	State Grant/Bonds/TBD
Total Water (601)			\$1,370,000	
Sewer (602)				
Sewer	Sewer study south of 10th St.		\$25,000	Net Assets
Total Sewer (602)			\$25,000	
Surface Water (603)				
Surface Water	Rain Garden Improvements		\$35,000	Net Assets
Total Surface Water (603)			\$35,000	
Radio Replacement (701)				
Radio Replacement			\$0	Net Assets accumulated from General Fund annual transfers
Total Radio Replacement (701)			\$0	
Information Technology (IT) Replacement (702)				
Administration	City Hall network		\$2,500	Net Assets accumulated from General Fund annual transfers
Administration	Replacement equipment		\$2,500	Net Assets accumulated from General Fund annual transfers
Finance	Finance software Upgrade		\$19,900	Net Assets accumulated from General Fund annual transfers
Building Inspection	Blig Permit Upgrade		\$6,500	Net Assets accumulated from General Fund annual transfers
Total IT Replacement (702)			\$31,400	
Furniture, Fixtures, & Equipment (FFE) Replacement (703)				
Fire	2 sets turnout gear		\$3,600	Net Assets accumulated from General Fund annual transfers
Total FFE Replacement (703)			\$3,600	
Total City			\$6,143,362	

TABLYN PARK/LAKE ELMO HEIGHTS (202)

BUDGETARY OBJECTIVE:

The purpose of this fund is to account for the Tablyn Park/Lake Elmo Heights water main project, largely funded by 3M. Periodic receipts from 3M have been deposited to a designated bank account from which the city draws funds to cover eligible costs. The Tablyn Park Watermain Extension project included a streets infrastructure component, for which the city has pledged its own funds. In 2007, the city assessed \$82,467 towards the streets infrastructure portion of for this project.

Available special assessment funds in the 2001 G.O. State Aid and Improvement Bonds debt service fund were transferred to the Tablyn Park/Lake Elmo Heights capital projects fund in 2009 to reduce the capital project fund balance deficit. The fund was closed with a transfer in from the General Fund in 2009.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ Special Assessments (36100) These assessments were levied against benefited property owners in 2007 for collection from 2008 through 2012.

EXPENDITURES & OTHER FINANCING USES

- ⇒ Miscellaneous (44300) Records pass-through payments of 3M-paid city water bills.
- ⇒ Water Mains (46400) Accounted for the Tablyn Park/Lake Elmo Heights water main project.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Tablyn Park/Lake Elmo Heights							
Revenues							
Intergovernmental							
202-000-0000-36203	3M Grant	\$0	\$0	\$0	\$0	\$0	N/A
Total Intergovernmental		\$0	\$0	\$0	\$0	\$0	N/A
Special Assessments							
202-000-0000-36100	Special Assessments	\$18,033	\$16,916	\$15,000	\$0	\$0	-100.0%
Total Special Assessments		\$18,033	\$16,916	\$15,000	\$0	\$0	-100.0%
Other							
202-000-0000-36200	Miscellaneous Revenue	\$0	\$0	\$0	\$0	\$0	N/A
202-000-0000-36210	Interest on Investments	\$0	(\$9,266)	\$0	\$0	\$0	N/A
Total Other		\$0	(\$9,266)	\$0	\$0	\$0	N/A
Total Revenues		\$18,033	\$7,650	\$15,000	\$0	\$0	-100.0%
Other Financing Sources							
202-000-0000-39200	Transfers In	\$356,938	\$356,938	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$356,938	\$356,938	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$374,971	\$364,588	\$15,000	\$0	\$0	-100.0%
Expenditures							
Other Services and Charges							
202-494-9400-43030	Engineering Services	\$0	\$0	\$0	\$0	\$0	N/A
202-494-9400-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
202-494-9400-44300	Miscellaneous	\$0	\$12,055	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$0	\$12,055	\$0	\$0	\$0	N/A
Capital Outlay							
202-494-9400-46400	Water Mains	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures		\$0	\$12,055	\$0	\$0	\$0	N/A
Tablyn Park/Lake Elmo Heights		\$374,971	\$352,533	\$15,000	\$0	\$0	-100.0%
Fund Balance							
Fund Balance, Beginning of Year		(\$352,533)	(\$352,533)	\$0	\$0	\$15,000	N/A
Net Change in Fund Balance		\$374,971	\$352,533	\$15,000	\$0	\$0	-100.0%
Fund Balance, Ending of Year		\$22,438	\$0	\$15,000	\$0	\$15,000	0.0%

NOTE: Available special assessment funds in the 2001 G.O. State Aid and Improvement Bonds debt service fund were transferred to the Tablyn Park/Lake Elmo Heights capital projects fund in 2009 to reduce the fund balance deficit. The fund was subsequently closed via a transfer in from the General Fund.

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.
- ⇒ Dedication Fees (36240) Park dedication fees received as payments in lieu of park land dedication from developers.

EXPENDITURES & OTHER FINANCING USES

- ⇒ Engineering Services (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:

- | | | |
|----------------------|----------------------|-----------|
| • Lions Park | Replace Shelter Roof | \$ 5,000 |
| • DeMontreville Park | Picnic Shelter | \$ 45,000 |

- ⇒ Improvements Other Than Buildings (45300) Capital outlay for park improvements other than buildings:

Financed by Fund Balance/Park Dedication Fees/Grants:

- | | | |
|----------------------|-----------------------------|-----------|
| • Sunfish Lake Park | Boulders, Gate, Landscaping | \$ 12,000 |
| • Sunfish Lake Park | Prairie Establishment | \$ 5,200 |
| • Pebble Park | Improved Ballfield | \$ 20,000 |
| • DeMontreville Park | Resurface Basketball Court | \$ 5,000 |
| • DeMontreville Park | Play Area Edging | \$ 3,000 |
| • Sanctuary | Master Plan | \$ 5,000 |
| • Stonegate Park | Parking Lot | \$ 10,000 |
| • Heights Park | Park Development | \$ 25,000 |
| • Lions Park | Lights | \$ 30,000 |
| • Trail Improvements | | \$100,000 |
| • Signage | | \$ 20,000 |

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Park Dedication							
Revenues							
Intergovernmental							
404-000-0000-33435	Park Grants	\$0	\$0	\$38,675	\$3,605	\$0	-100.0%
Total Intergovernmental		\$0	\$0	\$38,675	\$3,605	\$0	-100.0%
Other							
404-000-0000-36210	Interest on Investments	\$20,000	\$26,243	\$20,000	\$0	\$8,000	-60.0%
404-000-0000-36240	Dedication Fees	\$0	\$0	\$0	\$0	\$0	N/A
Total Other		\$20,000	\$26,243	\$20,000	\$0	\$8,000	-60.0%
Total Revenues		\$20,000	\$26,243	\$58,675	\$3,605	\$8,000	-86.4%
Expenditures							
Other Services and Charges							
404-480-8000-43030	Engineering Services	\$8,000	\$14,985	\$8,000	\$573	\$5,000	-37.5%
404-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
404-480-8000-43050	Other Park Ded Prof Services	\$0	\$0	\$0	\$75	\$0	N/A
404-480-8000-44030	Repairs/Maint Imp Not Bldgs	\$0	\$1,038	\$0	\$250	\$0	N/A
404-480-8000-44040	Repairs/Maint Contractual Eqpt	\$0	\$0	\$0	\$445	\$0	N/A
Total Other Services and Charges		\$8,000	\$16,024	\$8,000	\$1,343	\$5,000	-37.5%
Capital Outlay							
404-480-8000-45100	Land	\$0	\$10,198	\$0	\$0	\$0	N/A
404-480-8000-45200	Buildings & Structures	\$80,000	\$39,605	\$51,000	\$5,695	\$50,000	-2.0%
404-480-8000-45300	Improvements Other Than Bldgs	\$189,000	\$17,713	\$182,000	\$13,821	\$235,200	29.2%
404-480-8000-45800	Other Equipment	\$0	\$0	\$0	\$0	\$0	N/A
Total Capital Outlay		\$259,000	\$67,516	\$233,000	\$19,516	\$285,200	22.4%
Total Expenditures		\$267,000	\$83,540	\$241,000	\$20,859	\$280,200	20.4%
Park Dedication		(\$247,000)	(\$57,297)	(\$182,325)	(\$17,254)	(\$282,200)	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$1,050,966	\$1,050,966	\$993,669	\$993,669	\$811,344	-18.3%
Net Change in Fund Balance		(\$247,000)	(\$57,297)	(\$182,325)	(\$17,254)	(\$282,200)	N/A
Fund Balance, Ending of Year		\$803,966	\$993,669	\$811,344	\$976,415	\$529,144	-34.8%

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

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

EXPENDITURES & OTHER FINANCING USES

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

Financed by Fund Balance/Transfers In:

- Sealcoating \$106,137

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Infrastructure Reserve							
Revenues							
Intergovernmental							
409-000-0000-33419	MSA Construction	\$0	\$0	\$0	\$0	\$0	N/A
Total Intergovernmental		\$0	\$0	\$0	\$0	\$0	N/A
Special Assessments							
409-000-0000-36100	Special Assessments	\$30,715	\$31,028	\$28,000	\$22,253	\$30,000	7.1%
Total Special Assessments		\$30,715	\$31,028	\$28,000	\$22,253	\$30,000	7.1%
Other							
409-000-0000-36210	Interest on Investments	\$0	\$4,107	\$0	\$0	\$0	N/A
Total Other		\$0	\$4,107	\$0	\$0	\$0	N/A
Total Revenues		\$30,715	\$35,135	\$28,000	\$22,253	\$30,000	7.1%
Other Financing Sources							
409-000-0000-39200	Transfers In	\$100,000	\$100,000	\$0	\$0	\$100,000	N/A
409-000-0000-39310	Bond Proceeds	\$447,020	\$0	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$547,020	\$100,000	\$0	\$0	\$100,000	N/A
Total Revenues and Other Financing Sources		\$577,735	\$135,135	\$28,000	\$22,253	\$130,000	364.3%
Expenditures							
Other Services and Charges							
409-480-8000-43020	Comprehensive Planning	\$45,000	\$0	\$0	\$0	\$0	N/A
409-480-8000-43030	Engineering Services	\$34,000	\$73,311	\$35,000	\$38,899	\$65,000	85.7%
409-480-8000-43510	Public Notices	\$0	\$0	\$0	\$335	\$350	N/A
Total Other Services and Charges		\$79,000	\$73,311	\$35,000	\$39,233	\$65,350	86.7%
Capital Outlay							
409-480-8000-45300	Improvements Other Than Bldgs	\$572,020	\$25,200	\$125,000	\$0	\$106,137	-15.1%
Total Capital Outlay		\$572,020	\$25,200	\$125,000	\$0	\$106,137	-15.1%
Total Expenditures		\$651,020	\$98,511	\$160,000	\$39,233	\$171,487	7.2%
Infrastructure Reserve		(\$73,285)	\$36,623	(\$132,000)	(\$16,980)	(\$41,487)	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$198,845	\$198,845	\$235,468	\$235,468	\$103,468	-56.1%
Net Change in Fund Balance		(\$73,285)	\$36,623	(\$132,000)	(\$16,980)	(\$41,487)	N/A
Fund Balance, Ending of Year		\$125,560	\$235,468	\$103,468	\$218,488	\$61,981	-40.1%

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

- ⇒ **Transfers In (39200)** Transfers from the General Fund for future capital equipment purchases.

EXPENDITURES & OTHER FINANCING USES

- ⇒ **Buildings & Structures (45200)** Capital outlay for minor general buildings and structures.

- ⇒ **Vehicles (45500)** Capital outlay for vehicles:

Financed by Fund Balance/Transfers In:

• Fire: heavy rescue vehicle refurbish	\$55,000
• Fire: 2 laptops for trucks	\$ 6,000
• Fire: replace inverter on E2	\$17,225
• Fire: install light tower on E2	\$13,800
• Public Works: pickup truck	\$35,000

- ⇒ **Office Equipment & Furnishings (45700)** Capital outlay for office equipment and furnishings.

- ⇒ **Other Equipment (45800)** Capital outlay for other equipment.

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Vehicle Replacement (formerly Capital Acquisitions)							
Revenues							
Intergovernmental							
410-000-0000-33120	Federal Grants	\$0	\$0	\$0	\$0	\$0	N/A
410-000-0000-33450	Local Grants	\$50,000	\$15,484	\$0	\$0	\$0	N/A
Total Intergovernmental		\$50,000	\$15,484	\$0	\$0	\$0	N/A
Other							
410-000-0000-36200	Miscellaneous Revenue	\$0	\$0	\$0	\$0	\$0	N/A
410-000-0000-36205	Refunds and Reimbursements	\$0	\$0	\$0	\$44,282	\$0	N/A
410-000-0000-36210	Interest on Investments	\$7,500	\$10,122	\$4,000	\$0	\$0	-100.0%
410-000-0000-36230	Donations	\$0	\$1,670	\$0	\$0	\$0	N/A
Total Other		\$7,500	\$11,792	\$4,000	\$44,282	\$0	-100.0%
Total Revenues		\$57,500	\$27,276	\$4,000	\$44,282	\$0	-100.0%
Other Financing Sources							
410-000-0000-38101	Sale of Capital Assets	\$0	\$9,190	\$0	\$0	\$0	N/A
410-000-0000-38210	Transfers In	\$0	\$0	\$68,850	\$68,850	\$6,000	-91.3%
410-000-0000-38310	Bond Proceeds	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$0	\$9,190	\$68,850	\$68,850	\$6,000	-91.3%
Total Revenues and Other Financing Sources		\$57,500	\$36,466	\$72,850	\$113,132	\$6,000	-91.8%
Expenditures							
Other Services and Charges							
410-480-8000-43030	Engineering Services	\$0	\$0	\$0	\$0	\$0	N/A
410-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
410-480-8000-43150	Contract Services	\$15,000	\$10,122	\$0	\$0	\$0	N/A
410-480-8000-46200	Fiscal Agent Fees	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$15,000	\$10,122	\$0	\$0	\$0	N/A
Capital Outlay							
410-480-8000-45100	Land	\$0	\$0	\$0	\$0	\$0	N/A
410-480-8000-45200	Buildings and Structures	\$58,000	\$8,988	\$63,000	\$0	\$0	-100.0%
410-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$0	N/A
410-480-8000-45400	Heavy Machinery	\$0	\$0	\$0	\$0	\$0	N/A
410-480-8000-45500	Vehicles	\$68,600	\$105,846	\$35,000	\$0	\$127,025	262.9%
410-480-8000-45700	Office Equipment & Furnishings	\$26,200	\$5,837	\$32,700	\$1,198	\$0	-100.0%
410-480-8000-45800	Other Equipment	\$50,000	\$76,224	\$3,600	\$0	\$0	-100.0%
Total Capital Outlay		\$202,800	\$196,896	\$134,300	\$1,198	\$127,025	-5.4%
Total Expenditures		\$217,800	\$207,018	\$134,300	\$1,198	\$127,025	-5.4%
Other Financing Uses							
410-493-9360-47200	Transfers Out	\$15,000	\$15,000	\$0	\$0	\$0	N/A
Total Other Financing Uses		\$15,000	\$15,000	\$0	\$0	\$0	N/A
Total Expenditures and Other Financing Uses		\$232,800	\$222,018	\$134,300	\$1,198	\$127,025	-5.4%
Vehicle Replacement		(\$175,300)	(\$185,551)	(\$61,450)	\$111,934	(\$121,025)	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$465,782	\$465,782	\$280,231	\$280,231	\$218,781	-21.9%
Net Change in Fund Balance		(\$175,300)	(\$185,551)	(\$61,450)	\$111,934	(\$121,025)	N/A
Fund Balance, Ending of Year		\$290,482	\$280,231	\$218,781	\$392,164	\$97,756	-55.3%

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 is to be 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

⇒ Buildings & Structures (45200) Capital outlay for buildings and structures:

Financed by Fund Balance:

• City Hall: interior improvements	\$40,000
• 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 interior improvements	\$25,000
• 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: miscellaneous	\$ 7,000

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

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
City Facilities							
Revenues							
Other							
411-000-0000-36205	Refunds and Reimbursements	\$0	\$547	\$0	\$0	\$0	N/A
411-000-0000-36210	Interest Earnings	\$25,000	\$37,572	\$10,000	\$0	\$1,000	-90.0%
Total Other		\$25,000	\$38,119	\$10,000	\$0	\$1,000	-90.0%
Total Revenues		\$25,000	\$38,119	\$10,000	\$0	\$1,000	-90.0%
Expenditures							
Other Services and Charges							
411-480-8000-43030	Engineering Services	\$0	\$0	\$0	\$0	\$0	N/A
411-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$0	\$0	\$0	\$0	\$0	N/A
Capital Outlay							
411-480-8000-45100	Land	\$0	\$0	\$0	\$0	\$0	N/A
411-480-8000-45200	Buildings and Structures	\$0	\$0	\$0	\$17,957	\$177,000	N/A
411-480-8000-45700	Office Equipment & Furnishings	\$0	\$0	\$0	\$3,004	\$0	N/A
Total Capital Outlay		\$0	\$0	\$0	\$20,961	\$177,000	N/A
Total Expenditures		\$0	\$0	\$0	\$20,961	\$177,000	N/A
Other Financing Uses							
411-483-9360-47200	Transfers Out	\$1,000,000	\$1,000,000	\$0	\$0	\$0	N/A
Total Other Financing Uses		\$1,000,000	\$1,000,000	\$0	\$0	\$0	N/A
Total Expenditures and Other Financing Uses		\$1,000,000	\$1,000,000	\$0	\$20,961	\$177,000	N/A
City Facilities		(\$975,000)	(\$961,881)	\$10,000	(\$20,961)	(\$176,000)	-1860.0%
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$1,480,495	\$1,480,495	\$518,614	\$518,614	\$528,614	1.9%
Net Change in Fund Balance		(\$975,000)	(\$961,881)	\$10,000	(\$20,961)	(\$176,000)	-1860.0%
Fund Balance, Ending of Year		\$505,495	\$518,614	\$528,614	\$497,653	\$352,614	-33.3%

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 is to be 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

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

EXPENDITURES & OTHER FINANCING USES

- ⇒ Improvements Other Than Buildings (45300) Village infrastructure costs, including I-94 to 30th Street forcemain.
- ⇒ Loan Principal (xxxxx) The initial principal payment is scheduled for 12/31/10, but may be restructured.
- ⇒ Loan Interest (46115) 4% interest on internal loan from the General Fund.

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Village							
Revenues							
Intergovernmental							
413-000-0000-33426	Miscellaneous State Grants	\$0	\$0	\$0	\$0	\$1,000,000	N/A
Total Intergovernmental		\$0	\$0	\$0	\$0	\$1,000,000	N/A
Other							
413-000-0000-36205	Reimbursements	\$125,000	\$0	\$0	\$0	\$0	N/A
413-000-0000-36210	Interest Earnings	\$0	\$664	\$0	\$0	\$0	N/A
Total Other		\$125,000	\$664	\$0	\$0	\$0	N/A
Total Revenues		\$125,000	\$664	\$0	\$0	\$1,000,000	N/A
Other Financing Sources							
413-000-0000-38310	Bond Proceeds	\$0	\$0	\$0	\$0	\$2,500,000	N/A
Total Other Financing Sources		\$0	\$0	\$0	\$0	\$2,500,000	N/A
Total Revenues and Other Financing Sources		\$125,000	\$664	\$0	\$0	\$3,500,000	N/A
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 Charges							
413-480-8000-43030	Engineering Services	\$0	\$9,147	\$0	\$15,677	\$0	N/A
413-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
413-480-8000-43090	Newsletter	\$0	\$0	\$0	\$0	\$0	N/A
413-480-8000-43150	Contract Services	\$60,000	\$1,966	\$60,000	\$0	\$0	-100.0%
413-480-8000-43220	Postage	\$0	\$0	\$0	\$0	\$0	N/A
413-480-8000-44300	Miscellaneous	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$60,000	\$11,113	\$60,000	\$15,677	\$0	-100.0%
Capital Outlay							
413-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$3,500,000	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$3,500,000	N/A
Debt Service							
413-480-8000-46015	Loan Principal	\$0	\$0	\$460,000	\$0	\$0	-100.0%
413-480-8000-46115	Loan Interest	\$40,000	\$40,000	\$40,000	\$0	\$42,000	5.0%
Total Debt Service		\$40,000	\$40,000	\$500,000	\$0	\$42,000	-91.6%
Total Expenditures		\$100,000	\$51,113	\$560,000	\$15,677	\$3,542,000	532.5%
Village		\$25,000	(\$50,449)	(\$560,000)	(\$15,677)	(\$42,000)	N/A
Fund Balance							
Fund Balance, Beginning of Year		(\$965,954)	(\$965,954)	(\$1,016,403)	(\$1,016,403)	(\$1,576,403)	N/A
Net Change in Fund Balance		\$25,000	(\$50,449)	(\$560,000)	(\$15,677)	(\$42,000)	N/A
Fund Balance, Ending of Year		(\$940,954)	(\$1,016,403)	(\$1,576,403)	(\$1,032,080)	(\$1,618,403)	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.

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Manning Ave/Hwy 36							
Revenues							
Other							
414-000-0000-36210	Interest Earnings	\$1,500	\$1,638	\$1,500	\$0	\$1,000	-33.3%
Total Other		\$1,500	\$1,638	\$1,500	\$0	\$1,000	-33.3%
Total Revenues		\$1,500	\$1,638	\$1,500	\$0	\$1,000	-33.3%
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 Revenues and Other Financing Sources		\$1,500	\$1,638	\$1,500	\$0	\$1,000	-33.3%
Expenditures							
Other Services and Charges							
414-480-8000-43030	Engineering Services	\$0	\$0	\$0	\$0	\$0	N/A
414-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
414-480-8000-43150	Contract Services	\$0	\$0	\$0	\$0	\$0	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	\$1,638	\$1,500	\$0	\$1,000	-33.3%
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		(\$10,444)	(\$10,444)	(\$8,806)	(\$8,806)	(\$7,306)	N/A
Net Change in Fund Balance		\$1,500	\$1,638	\$1,500	\$0	\$1,000	-33.3%
Fund Balance, Ending of Year		(\$8,944)	(\$8,806)	(\$7,306)	(\$8,806)	(\$6,306)	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

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

EXPENDITURES & OTHER FINANCING USES

- ⇒ Engineering Services (43030) Expenditures for contracted road and street engineering services.
- ⇒ Improvements Other Than Buildings (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)

- 21st Street N Manning Ave to cul-de-sac
- 3RD 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 30th 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

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2009 Street Improvements							
Revenues							
Other							
415-000-0000-36210	Interest Earnings	\$0	\$557	\$0	\$0	\$0	N/A
Total Other		\$0	\$557	\$0	\$0	\$0	N/A
Total Revenues		\$0	\$557	\$0	\$0	\$0	N/A
Other Financing Sources							
415-000-0000-39310	Bond Proceeds	\$0	\$501,136	\$0	\$0	\$0	N/A
415-000-0000-39320	Premiums on Bonds Sold	\$0	\$1,673	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$0	\$502,809	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$0	\$503,366	\$0	\$0	\$0	N/A
Expenditures							
Other Services and Charges							
415-480-8000-43030	Engineering Services	\$0	\$89,836	\$0	\$922	\$0	N/A
415-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
415-480-8000-43150	Contract Services	\$0	\$23,537	\$0	\$0	\$0	N/A
415-480-8000-43510	Public Notices	\$0	\$253	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$0	\$113,627	\$0	\$922	\$0	N/A
Capital Outlay							
415-480-8000-45300	Improvements Other Than Bldgs	\$0	\$354,780	\$0	\$0	\$0	N/A
Total Capital Outlay		\$0	\$354,780	\$0	\$0	\$0	N/A
Total Expenditures		\$0	\$468,406	\$0	\$922	\$0	N/A
2009 Street Improvements		\$0	\$34,959	\$0	(\$922)	\$0	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	\$34,959	\$34,959	\$34,959	0.0%
Net Change in Fund Balance		\$0	\$34,959	\$0	(\$922)	\$0	N/A
Fund Balance, Ending of Year		\$0	\$34,959	\$34,959	\$34,037	\$34,959	0.0%

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

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

EXPENDITURES & OTHER FINANCING USES

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

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Tablyn Park Entrance							
Revenues							
Other							
416-000-0000-36210	Interest Earnings	\$0	\$155	\$0	\$0	\$0	N/A
Total Other		\$0	\$155	\$0	\$0	\$0	N/A
Total Revenues		\$0	\$155	\$0	\$0	\$0	N/A
Other Financing Sources							
416-000-0000-39310	Bond Proceeds	\$0	\$70,000	\$0	\$0	\$0	N/A
416-000-0000-39320	Premiums on Bonds Sold	\$0	\$146	\$0	\$0	\$0	N/A
Total Other Financing Sources		\$0	\$70,146	\$0	\$0	\$0	N/A
Total Revenues and Other Financing Sources		\$0	\$70,301	\$0	\$0	\$0	N/A
Expenditures							
Other Services and Charges							
416-480-8000-43030	Engineering Services	\$0	\$12,829	\$0	\$64	\$0	N/A
416-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
416-480-8000-43150	Contract Services	\$0	\$3,263	\$0	\$0	\$0	N/A
416-480-8000-43510	Public Notices	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$0	\$16,092	\$0	\$64	\$0	N/A
Capital Outlay							
416-480-8000-45300	Improvements Other Than Bldgs	\$0	\$45,691	\$0	\$0	\$0	N/A
Total Capital Outlay		\$0	\$45,691	\$0	\$0	\$0	N/A
Total Expenditures		\$0	\$61,783	\$0	\$64	\$0	N/A
Tablyn Park Entrance		\$0	\$8,518	\$0	(\$64)	\$0	N/A
Fund Balance							
Fund Balance, Beginning of Year		\$0	\$0	\$8,518	\$8,518	\$8,518	0.0%
Net Change in Fund Balance		\$0	\$8,518	\$0	(\$64)	\$0	N/A
Fund Balance, Ending of Year		\$0	\$8,518	\$8,518	\$8,454	\$8,518	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.
- ⇒ Bond Proceeds (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.
- ⇒ Improvements Other Than Buildings (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

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2010 Street Improvements							
Revenues							
Intergovernmental							
417-000-0000-33419	MSA Construction	\$0	\$0	\$170,805	\$0	\$0	-100.0%
Total Intergovernmental		\$0	\$0	\$170,805	\$0	\$0	-100.0%
Other							
417-000-0000-36210	Interest Earnings	\$0	(\$7)	\$0	\$0		N/A
Total Other		\$0	(\$7)	\$0	\$0	\$0	N/A
Total Revenues		\$0	(\$7)	\$170,805	\$0	\$0	-100.0%
Other Financing Sources							
417-000-0000-39310	Bond Proceeds	\$0	\$0	\$481,649	\$0	\$0	-100.0%
Total Other Financing Sources		\$0	\$0	\$481,649	\$0	\$0	-100.0%
Total Revenues and Other Financing Sources		\$0	(\$7)	\$652,454	\$0	\$0	-100.0%
Expenditures							
Other Services and Charges							
417-480-8000-43030	Engineering Services	\$0	\$13,230	\$0	\$64,681	\$0	N/A
417-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
417-480-8000-43150	Contract Services	\$0	\$5,800	\$0	\$18,502	\$0	N/A
417-480-8000-43510	Public Notices	\$0	\$0	\$0	\$162	\$0	N/A
Total Other Services and Charges		\$0	\$19,030	\$0	\$83,345	\$0	N/A
Capital Outlay							
417-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$652,454	\$0	\$0	-100.0%
Total Capital Outlay		\$0	\$0	\$652,454	\$0	\$0	-100.0%
Total Expenditures		\$0	\$19,030	\$652,454	\$83,345	\$0	-100.0%
2010 Street Improvements		\$0	(\$19,037)	\$0	(\$83,345)	\$0	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	(\$19,037)	(\$19,037)	(\$19,037)	N/A
Net Change in Fund Balance		\$0	(\$19,037)	\$0	(\$83,345)	\$0	N/A
Fund Balance, Ending of Year		\$0	(\$19,037)	(\$19,037)	(\$102,382)	(\$19,037)	N/A

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.
- ⇒ Bond Proceeds (39310) Borrowing to finance capital road and street improvements.

EXPENDITURES & OTHER FINANCING USES

- ⇒ Engineering Services (43030) Expenditures for contracted road and street engineering services.
- ⇒ Improvements Other Than Buildings (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	\$ 48,000
• Laverne Ave N	CSAH 10 (10 th St N) to 11 th St N	\$ 29,000
• Layton Ave N	CSAH 10 (10 th St N) to 12 th St N	\$ 83,000
• Leeward Ave N	CSAH 10 (10 th St N) to 12 th St N	\$ 93,000
• 11 th St N	Laverne Ave W to cul-de-sac	\$ 29,000
• 12 th St N	Layton Ave to Leeward Ave	\$ 26,000
• 12 th St N	Laverne Ave to Layton Ave N	\$ 77,000
• 12 th St N	West cul-de-sac to Laverne Ave	\$ 33,000
• 10 th St Ct N	CSAH 10 (10 th St) to cul-de-sac	\$ 65,000

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
2011 Street Improvements							
Revenues							
Intergovernmental							
418-000-0000-33419	MSA Construction	\$0	\$0	\$0	\$0	\$0	N/A
Total Intergovernmental		\$0	\$0	\$0	\$0	\$0	N/A
Other							
418-000-0000-36210	Interest Earnings	\$0	\$0	\$0	\$0	\$0	N/A
Total Other		\$0	\$0	\$0	\$0	\$0	N/A
Total Revenues		\$0	\$0	\$0	\$0	\$0	N/A
Other Financing Sources							
418-000-0000-39310	Bond Proceeds	\$0	\$0	\$0	\$0	\$483,000	N/A
Total Other Financing Sources		\$0	\$0	\$0	\$0	\$483,000	N/A
Total Revenues and Other Financing Sources		\$0	\$0	\$0	\$0	\$483,000	N/A
Expenditures							
Other Services and Charges							
418-480-8000-43030	Engineering Services	\$0	\$0	\$0	\$0	\$0	N/A
418-480-8000-43040	Legal Services	\$0	\$0	\$0	\$0	\$0	N/A
418-480-8000-43150	Contract Services	\$0	\$0	\$0	\$0	\$0	N/A
418-480-8000-43510	Public Notices	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Services and Charges		\$0	\$0	\$0	\$0	\$0	N/A
Capital Outlay							
418-480-8000-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$483,000	N/A
Total Capital Outlay		\$0	\$0	\$0	\$0	\$483,000	N/A
Total Expenditures		\$0	\$0	\$0	\$0	\$483,000	N/A
2011 Street Improvements		\$0	\$0	\$0	\$0	\$0	N/A
<u>Fund Balance</u>							
Fund Balance, Beginning of Year		\$0	\$0	\$0	\$0	\$0	N/A
Net Change in Fund Balance		\$0	\$0	\$0	\$0	\$0	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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City of Lake Elmo
Budget 2011

Fund Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
ENTERPRISE FUNDS							
<u>Revenues (Operating and Nonoperating)</u>							
601	Water	\$470,000	\$994,062	\$557,600	\$395,483	\$579,000	3.8%
602	Sewer	\$40,000	\$48,229	\$37,500	\$20,912	\$39,750	6.0%
603	Surface Water	\$219,000	\$582,782	\$119,000	\$131,776	\$135,000	13.4%
Total Revenues (Operating and Nonoperating)		\$729,000	\$1,625,073	\$714,100	\$548,171	\$753,750	5.6%
<u>Expenses (Operating and Nonoperating)</u>							
601	Water	\$928,710	\$857,013	\$956,576	\$270,654	\$960,315	0.4%
602	Sewer	\$114,540	\$59,244	\$76,876	\$27,939	\$103,506	34.6%
603	Surface Water	\$158,225	\$140,367	\$119,092	\$49,867	\$129,598	8.6%
Total Expenses (Operating and Nonoperating)		\$1,201,475	\$1,056,624	\$1,152,544	\$348,460	\$1,193,419	3.5%
TOTAL ENTERPRISE FUNDS		(\$472,475)	\$568,449	(\$438,444)	\$199,711	(\$439,669)	N/A
<u>Other Cash Inflow</u>							
Bond/Loan Issuance							
601	Water	\$47,450	\$562,450	\$885,000	\$80,154	\$1,370,000	54.8%
602	Sewer	\$0	\$0	\$0	\$0	\$0	N/A
603	Surface Water	\$4,458	\$84,612	\$0	\$0	\$0	N/A
Total Bond/Loan Issuance		\$51,908	\$647,062	\$885,000	\$80,154	\$1,370,000	54.8%
<u>Other Cash Outflow</u>							
Bond/Loan Principal							
601	Water	\$30,000	\$610,154	\$35,000	\$0	\$40,000	14.3%
602	Sewer	\$0	\$0	\$0	\$0	\$0	N/A
603	Surface Water	\$0	\$0	\$0	\$80,154	\$0	N/A
Total Bond Principal		\$30,000	\$610,154	\$35,000	\$80,154	\$40,000	14.3%
Acquisition of Capital Assets							
601	Water	\$0	\$11,831	\$885,000	\$0	\$1,370,000	54.8%
602	Sewer	\$0	\$0	\$0	\$0	\$0	N/A
603	Surface Water	\$0	\$0	\$35,000	\$0	\$35,000	0.0%
Total Acquisition of Capital Assets		\$0	\$11,831	\$920,000	\$0	\$1,405,000	52.7%
<u>Net Assets</u>							
Net Assets, Beginning of Year		\$7,132,851	\$7,132,851	\$7,701,300	\$7,701,300	\$7,262,856	-5.7%
Net Change in Net Assets		(\$472,475)	\$568,449	(\$438,444)	\$199,711	(\$439,669)	N/A
Net Assets, Ending of Year		\$6,660,376	\$7,701,300	\$7,262,856	\$7,901,011	\$6,823,187	-6.1%
<u>Cash</u>							
Cash, Beginning of Year		\$494,055	\$494,055	\$580,821	\$580,821	\$400,654	-31.0%
Change in Net Assets		(\$472,475)	\$568,449	(\$438,444)	\$199,711	(\$439,669)	N/A
Deduct: Contrib. of Capital Assets		\$0	(\$748,176)	\$0	\$0	\$0	N/A
Add Back: Depreciation Expense		\$322,000	\$327,675	\$322,000	\$0	\$355,000	10.2%
Add Back: Deferred Charges Amort.		\$6,277	\$7,418	\$6,277	\$0	\$6,011	-4.2%
Add Back: Bond Discount Amort.		\$0	(\$710)	\$0	\$0	\$0	N/A
Add: Other Cash Inflow		\$51,908	\$647,062	\$885,000	\$80,154	\$1,370,000	54.8%
Deduct: Other Cash Outflow		(\$30,000)	(\$621,985)	(\$955,000)	(\$80,154)	(\$1,445,000)	N/A
Other Cash Flow Items		\$0	(\$92,967)	\$0	\$0	\$0	N/A
Cash, Ending of Year		\$371,765	\$580,821	\$400,654	\$780,532	\$246,996	-38.4%

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

- ⇒ Water Sales (37100) City property owners are charged on a quarterly basis for water usage.
- ⇒ Water Connections - Municipal (37150) Water hook-up charges.
- ⇒ Meter Sales (37170) Charges for water meters placed in city properties.
- ⇒ Tower Rent (37180) Rent charged for antenna placement on city water towers.
- ⇒ Transfer In (39210) Transfer from the General fund to assist in offsetting the Water fund's declining cash balance - \$50,000.

OTHER CASH INFLOW

- ⇒ Bond Issuance 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

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

- ⇒ Insurance (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.
- ⇒ Bond Interest (46110) Interest payments/expense due on the 2005 and 2009A Refunding (2002) G.O. Water Revenue Bonds.

OTHER CASH OUTFLOW

- ⇒ Bond Principal (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

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.

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

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Water							
Operating Revenues							
601-000-0000-36100	Special Assessments	\$4,000	\$4,584	\$4,000	\$24,291	\$4,000	0.0%
601-000-0000-36205	Refunds and Reimbursements	\$0	\$30,100	\$0	\$0	\$0	N/A
601-000-0000-37100	Water Sales	\$400,000	\$424,651	\$425,000	\$242,777	\$440,000	3.5%
601-000-0000-37170	Meter Sales	\$3,000	\$8,020	\$4,150	\$6,151	\$5,000	20.5%
Total Operating Revenues		\$407,000	\$467,355	\$433,150	\$273,218	\$449,000	3.7%
Operating Expenses							
Personnel Services							
601-494-9400-41010	Full-time Salaries	\$74,177	\$72,360	\$73,567	\$40,026	\$74,660	1.5%
601-494-9400-41210	PERA Contributions	\$5,007	\$4,876	\$5,150	\$2,798	\$5,413	5.1%
601-494-9400-41220	FICA Contributions	\$4,599	\$4,365	\$4,561	\$2,414	\$4,629	1.5%
601-494-9400-41230	Medicare Contributions	\$1,076	\$1,021	\$1,067	\$565	\$1,083	1.5%
601-494-9400-41300	Health/Dental Insurance	\$18,200	\$12,806	\$15,467	\$8,906	\$16,313	5.5%
601-494-9400-41420	Unemployment Benefits	\$0	\$0	\$0	\$0	\$0	N/A
601-494-9400-41510	Workers Compensation	\$4,669	\$3,891	\$4,339	\$4,699	\$4,226	-2.6%
Total Personnel Services		\$105,728	\$99,319	\$104,151	\$59,407	\$106,324	2.1%
Supplies							
601-494-9400-42000	Office Supplies	\$500	\$0	\$200	\$368	\$500	150.0%
601-494-9400-42030	Printed Forms	\$2,500	\$1,192	\$2,500	\$204	\$1,500	-40.0%
601-494-9400-42160	Chemicals	\$8,000	\$5,541	\$5,000	\$1,415	\$5,000	0.0%
601-494-9400-42270	Utility System Maintenance	\$6,000	\$2,492	\$6,000	\$2,037	\$4,000	-33.3%
601-494-9400-42300	Water Meters & Supplies	\$60,230	\$4,748	\$70,000	\$8,099	\$70,000	0.0%
601-494-9400-42400	Small Tools & Minor Equipment	\$2,500	\$682	\$2,500	\$389	\$2,000	-20.0%
601-494-9400-45800	Other Equipment	\$5,000	\$0	\$0	\$0	\$0	N/A
Total Supplies		\$84,730	\$14,655	\$86,200	\$12,512	\$83,000	-3.7%
Other Services and Charges							
601-494-9400-43030	Engineering Services	\$20,000	\$33,220	\$60,000	\$33,994	\$50,000	-16.7%
601-494-9400-43150	Contract Services	\$15,000	\$14,996	\$15,000	\$0	\$17,000	13.3%
601-494-9400-43180	Software Support	\$4,200	\$4,041	\$4,200	\$1,320	\$4,200	0.0%
601-494-9400-43210	Telephone	\$600	\$461	\$550	\$295	\$450	-18.2%
601-494-9400-43220	Postage	\$2,400	\$2,000	\$2,100	\$1,000	\$2,000	-4.8%
601-494-9400-43310	Mileage	\$1,000	\$0	\$0	\$0	\$0	N/A
601-494-9400-43320	Depreciation Expense	\$310,000	\$312,351	\$310,000	\$0	\$330,000	6.5%
601-494-9400-43610	Insurance	\$11,150	\$9,143	\$10,143	\$9,163	\$10,000	-1.4%
601-494-9400-43810	Electric Utility	\$30,000	\$22,151	\$30,000	\$9,177	\$25,000	-16.7%
601-494-9400-43820	Water Utility	\$120,000	\$102,491	\$120,000	\$40,568	\$120,000	0.0%
601-494-9400-44030	Repairs/Maint Imp Not Bldgs	\$10,000	\$22,242	\$10,000	\$6,082	\$10,000	0.0%
601-494-9400-44300	Miscellaneous	\$5,000	\$1,724	\$5,000	\$119	\$4,000	-20.0%
601-494-9400-44370	Conferences & Training	\$1,000	\$2,499	\$1,000	\$613	\$1,000	0.0%
601-494-9400-46200	Fiscal Agent Fees	\$1,835	\$0	\$0	\$425	\$425	N/A
Total Other Services and Charges		\$532,185	\$527,319	\$567,993	\$102,757	\$574,075	1.1%
Total Operating Expenses		\$722,643	\$641,293	\$758,344	\$174,676	\$763,399	0.7%
Operating Income (Loss)		(\$315,643)	(\$173,937)	(\$325,194)	\$98,542	(\$314,399)	N/A
Nonoperating Revenues							
601-000-0000-36210	Interest on Investments	\$10,000	\$17,054	\$9,000	\$0	\$5,000	-44.4%
601-000-0000-36231	Contrib. of Capital Assets	\$0	\$17,553	\$0	\$0	\$0	N/A
601-000-0000-36232	Developer Contributions	\$0	\$394,000	\$0	\$0	\$0	N/A
601-000-0000-37150	Water Connections - Municipal	\$25,000	\$55,925	\$37,850	\$42,900	\$45,000	18.9%
601-000-0000-37180	Tower Rent	\$28,000	\$42,175	\$27,600	\$29,365	\$30,000	8.7%
601-000-0000-39210	Transfer In	\$0	\$0	\$50,000	\$50,000	\$50,000	0.0%
Total Nonoperating Revenues		\$63,000	\$526,708	\$124,450	\$122,265	\$130,000	4.5%
Nonoperating Expenses							
601-494-9400-46110	Bond Interest	\$199,790	\$208,303	\$191,955	\$95,978	\$190,905	-0.5%
601-494-9400-46300	Deferred Charges Amort.	\$6,277	\$7,418	\$6,277	\$0	\$6,011	-4.2%
Total Nonoperating Expenses		\$206,067	\$215,721	\$198,232	\$95,978	\$196,916	-0.7%
Change in Net Assets		(\$458,710)	\$137,048	(\$398,976)	\$124,829	(\$381,315)	N/A
USE OF NET ASSETS TO BALANCE BUDGET		\$458,710	\$0	\$398,976	\$0	\$581,315	-4.4%

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Water							
<u>Other Cash Inflow</u>							
N/A	Bond Issuance	\$0	\$515,000	\$885,000	\$0	\$1,370,000	54.8%
N/A	Tablyn Park/LEH Loan	\$47,450	\$47,450	\$0	\$0	\$0	N/A
N/A	Surface Water Loan	\$0	\$0	\$0	\$80,154	\$0	N/A
	Total Other Cash Inflow	\$47,450	\$562,450	\$885,000	\$80,154	\$1,370,000	54.8%
<u>Other Cash Outflow</u>							
601-494-9400-46010	Bond Principal	\$30,000	\$530,000	\$35,000	\$0	\$40,000	14.3%
N/A	Surface Water Loan	\$0	\$80,154	\$0	\$0	\$0	N/A
N/A	Acquisition of Capital Assets	\$0	\$11,831	\$885,000	\$0	\$1,370,000	54.8%
	Total Other Cash Outflow	\$30,000	\$621,985	\$920,000	\$0	\$1,410,000	53.3%
<u>Net Assets</u>							
	Net Assets, Beginning of Year	\$6,735,268	\$6,735,268	\$6,872,316	\$6,872,316	\$6,473,340	-5.8%
	Change in Net Assets	(\$458,710)	\$137,048	(\$398,976)	\$124,829	(\$381,315)	N/A
	Net Assets, Ending of Year	\$6,276,558	\$6,872,316	\$6,473,340	\$6,997,145	\$6,092,025	-5.9%
<u>Cash</u>							
	Cash, Beginning of Year	\$562,825	\$562,825	\$533,346	\$533,346	\$415,647	-22.1%
	Change in Net Assets	(\$458,710)	\$137,048	(\$398,976)	\$124,829	(\$381,315)	N/A
	Deduct: Contrib. of Capital Assets	\$0	(\$411,553)	\$0	\$0	\$0	N/A
	Add Back: Depreciation Expense	\$310,000	\$312,351	\$310,000	\$0	\$330,000	6.5%
	Add Back: Deferred Charges Amort.	\$5,277	\$7,418	\$6,277	\$0	\$6,011	-4.2%
	Add Back: Bond Discount Amort.	\$0	(\$710)	\$0	\$0	\$0	N/A
	Add: Other Cash Inflow	\$47,450	\$562,450	\$885,000	\$80,154	\$1,370,000	54.8%
	Deduct: Other Cash Outflow	(\$30,000)	(\$621,985)	(\$920,000)	\$0	(\$1,410,000)	N/A
	Other Cash Flow Items	\$0	(\$14,498)	\$0	\$0	\$0	N/A
	Cash, Ending of Year	\$437,842	\$533,346	\$415,647	\$738,329	\$330,343	-20.5%

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

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

EXPENSES

- ⇒ Full-Time Salaries (41010) See Appendix 1 for the personnel compensation distribution.
- ⇒ Engineering Services (43030) Expenditures for contracted engineering services related to sewer.
- ⇒ Contract Services (43150) Includes expenditures for financial consulting services and outsourced accounting services, including accounts payable, payroll, and utility billing.
- ⇒ Depreciation Expense (43320) Straight-line depreciation is calculated on the sewer system and related capital assets.
- ⇒ Sewer Utility – Met Council (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

⇒ Acquisition of Capital Assets Sewer capital assets including the following:

- None for 2011

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.

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

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City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2009 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Sewer							
Operating Revenues							
602-000-0000-36100	Special Assessments	\$0	\$12	\$0	\$0	\$0	N/A
602-000-0000-37200	Sewer Sales	\$37,500	\$45,134	\$37,500	\$19,987	\$39,500	5.3%
Total Operating Revenues		\$37,500	\$45,146	\$37,500	\$19,987	\$39,500	5.3%
Operating Expenses							
Personnel Services							
602-495-9450-41010	Full-time Salaries	\$16,821	\$15,826	\$18,218	\$8,681	\$16,184	-0.3%
602-495-9450-41210	PERA Contributions	\$1,135	\$1,080	\$1,135	\$607	\$1,172	3.3%
602-495-9450-41220	FICA Contributions	\$1,043	\$941	\$1,006	\$519	\$1,002	-0.4%
602-495-9450-41230	Medicare Contributions	\$244	\$220	\$235	\$121	\$234	-0.4%
602-495-9450-41300	Health/Dental Insurance	\$4,094	\$3,280	\$3,914	\$2,327	\$4,141	5.8%
602-495-9450-41420	Unemployment Benefits	\$0	\$0	\$0	\$0	\$0	N/A
602-495-9450-41510	Workers Compensation	\$1,228	\$1,023	\$1,118	\$1,215	\$1,293	15.7%
Total Personnel Services		\$24,565	\$22,351	\$23,626	\$13,470	\$24,006	1.6%
Supplies							
602-495-9450-42270	Utility System Maint Supplies	\$5,000	\$543	\$2,000	\$92	\$1,500	-25.0%
602-495-9450-42400	Small Tools & Minor Equipment	\$2,500	\$530	\$1,500	\$0	\$1,000	-33.3%
Total Supplies		\$7,500	\$1,073	\$3,500	\$92	\$2,500	-28.6%
Other Services and Charges							
602-495-9450-43030	Engineering Services	\$10,000	\$5,388	\$6,000	\$3,373	\$32,000	433.3%
602-495-9450-43150	Contract Services	\$35,000	\$3,285	\$10,000	\$0	\$12,000	20.0%
602-495-9450-43210	Telephone	\$1,500	\$1,141	\$1,000	\$733	\$650	-15.0%
602-495-9450-43310	Mileage	\$500	\$0	\$250	\$0	\$150	-40.0%
602-495-9450-43320	Depreciation Expense	\$9,000	\$8,739	\$9,000	\$0	\$9,000	0.0%
602-495-9450-43610	Insurance	\$2,475	\$0	\$2,500	\$0	\$1,000	-60.0%
602-495-9450-43810	Electric Utility	\$1,500	\$1,070	\$1,500	\$647	\$1,500	0.0%
602-495-9450-43820	Sewer Utility - Met Council	\$15,000	\$13,130	\$15,500	\$9,625	\$17,500	6.1%
602-495-9450-44030	Repairs/Maint Imp Not Bldgs	\$5,000	\$1,171	\$2,000	\$0	\$2,000	0.0%
602-495-9450-44300	Miscellaneous Expenses	\$1,000	\$635	\$500	\$0	\$500	0.0%
602-495-9450-44370	Conferences & Training	\$1,500	\$1,261	\$500	\$0	\$500	0.0%
Total Other Services and Charges		\$82,476	\$35,820	\$49,750	\$14,377	\$77,000	54.8%
Total Operating Expenses		\$114,540	\$59,244	\$78,876	\$27,939	\$103,506	34.6%
Operating Income (Loss)		(\$77,040)	(\$14,098)	(\$39,376)	(\$7,953)	(\$64,006)	N/A
Nonoperating Revenues							
602-000-0000-36210	Interest on Investments	\$2,500	\$1,535	\$0	\$0	\$250	N/A
602-000-0000-37260	Connection Fees Municipal	\$0	\$1,548	\$0	\$925	\$0	N/A
Total Nonoperating Revenues		\$2,500	\$3,083	\$0	\$925	\$250	N/A
Change in Net Assets		(\$74,540)	(\$11,015)	(\$39,376)	(\$7,028)	(\$63,756)	N/A
USE OF NET ASSETS TO BALANCE BUDGET		\$74,540	\$11,015	\$39,376	\$7,028	\$63,756	81.9%
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		\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Internal Loans	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Acquisition of Capital Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Cash Outflow		\$0	\$0	\$0	\$0	\$0	\$0.00
Net Assets							
Net Assets, Beginning of Year		\$271,241	\$271,241	\$260,226	\$260,226	\$220,850	-15.1%
Change in Net Assets		(\$74,540)	(\$11,015)	(\$39,376)	(\$7,028)	(\$63,756)	N/A
Net Assets, Ending of Year		\$196,701	\$260,226	\$220,850	\$253,199	\$167,094	-28.0%
Cash							
Cash, Beginning of Year		\$71,750	\$71,750	\$47,474	\$47,474	\$17,088	-64.0%
Change in Net Assets		(\$74,540)	(\$11,015)	(\$39,376)	(\$7,028)	(\$63,756)	N/A
Deduct: Contrib. of Capital Assets		\$0	\$0	\$0	\$0	\$0	N/A
Add Back: Depreciation Expense		\$9,000	\$8,739	\$9,000	\$0	\$9,000	0.0%
Add Back: Deferred Charges Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add Back: Bond Discount Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add: Other Cash Inflow		\$0	\$0	\$0	\$0	\$0	N/A
Deduct: Other Cash Outflow		\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Flow Items		\$0	(\$22,000)	\$0	\$0	\$0	N/A
Cash, Ending of Year		\$6,210	\$47,474	\$17,098	\$40,447	(\$37,658)	-320.2%

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

- ⇒ **Surface Water Sales (37100)** City property owners are charged on an annual basis for the surface water utility.

EXPENSES

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

OTHER CASH OUTFLOW

⇒ **Acquisition of Capital Assets** Surface water capital assets including the following:

- Rain garden improvements \$35,000

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.

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

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City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Surface Water							
Operating Revenues							
603-000-0000-36200	Miscellaneous Revenue	\$0	\$50	\$0	\$0	\$0	N/A
603-000-0000-37100	Surface Water Utility Sales	\$120,000	\$149,347	\$123,000	\$131,776	\$135,000	9.8%
Total Operating Revenues		\$120,000	\$149,407	\$123,000	\$131,776	\$135,000	9.8%
Operating Expenses							
Personnel Services							
603-496-9500-41010	Full-time Salaries	\$30,371	\$28,811	\$29,041	\$15,809	\$29,243	0.7%
603-496-9500-41210	PERA Contributions	\$2,050	\$1,918	\$2,033	\$1,105	\$2,120	4.3%
603-496-9500-41220	FICA Contributions	\$1,883	\$1,720	\$1,801	\$955	\$1,813	0.7%
603-496-9500-41230	Medicare Contributions	\$440	\$402	\$421	\$223	\$424	0.7%
603-496-9500-41300	Health/Dental Insurance	\$9,050	\$4,483	\$5,606	\$3,482	\$6,131	5.6%
603-496-9500-41420	Unemployment Benefits	\$0	\$0	\$0	\$0	\$0	N/A
603-496-9500-41510	Workers' Compensation	\$1,531	\$1,276	\$1,390	\$1,505	\$1,667	16.9%
Total Personnel Services		\$42,325	\$38,411	\$40,492	\$23,080	\$41,368	2.2%
Supplies							
603-496-9500-42000	Office Supplies	\$1,000	\$0	\$700	\$460	\$700	0.0%
603-496-9500-42270	Utility System Maint Supplies	\$1,500	\$63	\$1,000	\$0	\$500	-50.0%
603-496-9500-42400	Small Tools & Minor Equipment	\$1,000	\$85	\$500	\$1,477	\$1,000	100.0%
603-496-9500-45300	Improvements Other Than Bldgs	\$0	\$0	\$0	\$0	\$0	N/A
Total Supplies		\$3,500	\$149	\$2,200	\$1,937	\$2,200	0.0%
Other Services and Charges							
603-496-9500-43020	Comprehensive Planning	\$40,000	\$0	\$5,000	\$0	\$5,000	0.0%
603-496-9500-43030	Engineering Services	\$38,000	\$70,377	\$40,000	\$15,635	\$35,000	-12.5%
603-496-9500-43150	Contract Services	\$12,000	\$10,005	\$10,000	\$0	\$12,000	20.0%
603-496-9500-43180	Software Support	\$1,000	\$1,600	\$1,000	\$0	\$1,000	0.0%
603-496-9500-43220	Postage	\$1,200	\$0	\$1,500	\$0	\$1,500	0.0%
603-496-9500-43320	Depreciation Expense	\$3,000	\$6,585	\$3,000	\$0	\$16,000	433.3%
603-496-9500-44010	Street Sweeping	\$12,500	\$11,280	\$11,800	\$8,688	\$11,800	0.0%
603-496-9500-44030	Repairs/Maint Not Bldg	\$3,000	\$0	\$2,000	\$28	\$1,500	-25.0%
603-496-9500-44300	Miscellaneous Expenses	\$500	\$0	\$500	\$0	\$300	-40.0%
603-496-9500-44370	Conferences & Training	\$1,200	\$2,060	\$1,800	\$500	\$2,100	16.7%
Total Other Services and Charges		\$112,400	\$101,807	\$76,400	\$24,850	\$86,000	12.6%
Operating Expenses		\$158,225	\$140,367	\$119,092	\$49,887	\$129,588	8.8%
Operating Income (Loss)		(\$38,225)	\$9,041	\$3,908	\$81,909	\$5,402	38.2%
Nonoperating Revenues							
603-000-0000-36210	Interest on Investments	(\$1,000)	(\$3,249)	(\$4,000)	\$0	\$0	N/A
603-000-0000-36231	Contrib. of Capital Assets	\$0	\$11,623	\$0	\$0	\$0	N/A
603-000-0000-36232	Developer Contributions	\$0	\$325,000	\$0	\$0	\$0	N/A
603-000-0000-36210	Transfer In	\$100,000	\$100,000	\$0	\$0	\$0	N/A
Total Nonoperating Revenues		\$99,000	\$433,375	(\$4,000)	\$0	\$0	N/A
Change in Net Assets		\$60,775	\$442,416	(\$92)	\$81,909	\$5,402	N/A
USE OF NET ASSETS TO BALANCE BUDGET		\$0	\$0	\$92	\$0	\$0	-100.0%
Other Cash Inflow							
N/A	Bond Issuance	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Tablyn Park/LEH Loan	\$4,458	\$4,458	\$0	\$0	\$0	N/A
N/A	Surface Water Loan	\$0	\$80,154	\$0	\$0	\$0	N/A
Total Other Cash Inflow		\$4,458	\$84,612	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Tablyn Park/LEH Loan	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Surface Water Loan	\$0	\$0	\$0	\$80,154	\$0	N/A
N/A	Acquisition of Capital Assets	\$0	\$0	\$35,000	\$0	\$35,000	0.0%
Total Other Cash Outflow		\$0	\$0	\$35,000	\$80,154	\$35,000	0.0%
Net Assets							
Net Assets, Beginning of Year		\$126,342	\$126,342	\$568,758	\$568,758	\$568,666	0.0%
Change in Net Assets		\$60,775	\$442,416	(\$92)	\$81,909	\$5,402	N/A
Net Assets, Ending of Year		\$187,117	\$568,758	\$568,666	\$650,667	\$574,068	0.9%
Cash							
Cash, Beginning of Year		(\$140,520)	(\$140,520)	\$0	\$0	(\$32,082)	-8445283.2%
Change in Net Assets		\$60,775	\$442,416	(\$92)	\$81,909	\$5,402	N/A
Deduct: Contrib. of Capital Assets		\$0	(\$336,623)	\$0	\$0	\$0	N/A
Add Back: Depreciation Expense		\$3,000	\$6,585	\$3,000	\$0	\$16,000	433.3%
Add Back: Deferred Charges Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add Back: Bond Discount Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add: Other Cash Inflow		\$4,458	\$84,612	\$0	\$0	\$0	N/A
Deduct: Other Cash Outflow		\$0	\$0	(\$35,000)	(\$80,154)	(\$35,000)	N/A
Other Cash Flow Items		\$0	(\$56,460)	\$0	\$0	\$0	N/A
Cash, Ending of Year		(\$72,287)	\$0	(\$32,082)	\$1,756	(\$45,680)	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.

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City of Lake Elmo
Budget 2011

Fund Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
INTERNAL SERVICE FUNDS							
<u>Revenues (Operating and Nonoperating)</u>							
701	Radio Replacement	\$20,000	\$99,742	\$0	\$0	\$6,150	N/A
702	IT Replacement	\$20,000	\$99,123	\$0	\$0	\$6,150	N/A
703	FFE Replacement	\$20,000	\$177,410	\$0	\$0	\$6,150	N/A
Total Revenues (Operating and Nonoperating)		\$60,000	\$376,275	\$0	\$0	\$18,450	N/A
<u>Expenses (Operating and Nonoperating)</u>							
701	Radio Replacement	\$0	\$0	\$0	\$0	\$8,500	N/A
702	IT Replacement	\$0	\$0	\$0	\$1,198	\$19,000	N/A
703	FFE Replacement	\$0	\$0	\$0	\$0	\$30,000	N/A
Total Expenses (Operating and Nonoperating)		\$0	\$0	\$0	\$1,198	\$57,500	N/A
TOTAL INTERNAL SERVICE FUNDS		\$60,000	\$376,275	\$0	(\$1,198)	(\$39,050)	N/A
<u>Other Cash Inflow</u>							
Bond/Loan Issuance							
701	Radio Replacement	\$0	\$0	\$0	\$0	\$0	N/A
702	IT Replacement	\$0	\$0	\$0	\$0	\$0	N/A
703	FFE Replacement	\$0	\$0	\$0	\$0	\$0	N/A
Total Bond/Loan Issuance		\$0	\$0	\$0	\$0	\$0	N/A
<u>Other Cash Outflow</u>							
Bond/Loan Principal							
701	Radio Replacement	\$0	\$0	\$0	\$0	\$0	N/A
702	IT Replacement	\$0	\$0	\$0	\$0	\$0	N/A
703	FFE Replacement	\$0	\$0	\$0	\$0	\$0	N/A
Total Bond Principal		\$0	\$0	\$0	\$0	\$0	N/A
Acquisition of Capital Assets							
701	Radio Replacement	\$0	\$0	\$0	\$0	\$0	N/A
702	IT Replacement	\$0	\$0	\$0	\$0	\$31,400	N/A
703	FFE Replacement	\$0	\$0	\$0	\$0	\$3,600	N/A
Total Acquisition of Capital Assets		\$0	\$0	\$0	\$0	\$35,000	N/A
<u>Net Assets</u>							
Net Assets, Beginning of Year		\$0	\$0	\$376,275	\$376,275	\$376,275	0.0%
Net Change in Net Assets		\$60,000	\$376,275	\$0	(\$1,198)	(\$39,050)	N/A
Net Assets, Ending of Year		\$60,000	\$376,275	\$376,275	\$375,077	\$337,225	-10.4%
<u>Cash</u>							
Cash, Beginning of Year		\$0	\$0	\$60,000	\$60,000	\$60,000	0.0%
Change in Net Assets		\$60,000	\$376,275	\$0	(\$1,198)	(\$39,050)	N/A
Deduct: Contrib. of Capital Assets		\$0	(\$316,275)	\$0	\$0	\$0	N/A
Add Back: Depreciation Expense		\$0	\$0	\$0	\$0	\$57,500	N/A
Add Back: Deferred Charges Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add Back: Bond Discount Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add: Other Cash Inflow		\$0	\$0	\$0	\$0	\$0	N/A
Deduct: Other Cash Outflow		\$0	\$0	\$0	\$0	(\$35,000)	N/A
Other Cash Flow Items		\$0	\$0	\$0	\$0	\$0	N/A
Cash, Ending of Year		\$60,000	\$60,000	\$60,000	\$58,802	\$43,450	-27.6%

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

- ⇒ Charges to Other Funds (xxxxx) Cost reimbursements from general fund department budgets.
- ⇒ Transfer In (39200) Transfer from the general fund to assist in future radio replacement - \$6,000.

EXPENSES

- ⇒ Depreciation Expense (43320) Straight-line depreciation is calculated on the radio replacement equipment.

OTHER CASH OUTFLOW

- ⇒ Acquisition of Capital Assets Radio replacement capital assets including the following:
 - None for 2011

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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
Radio Replacement							
Operating Revenues							
701-000-0000-xxxxx	Charges to Other Funds	\$0	\$0	\$0	\$0	\$0	N/A
Total Operating Revenues		\$0	\$0	\$0	\$0	\$0	N/A
Operating Expenses							
Other Services and Charges							
701-480-8000-43320	Depreciation Expense	\$0	\$0	\$0	\$0	\$8,500	N/A
Total Other Services and Charges		\$0	\$0	\$0	\$0	\$8,500	N/A
Total Operating Expenses		\$0	\$0	\$0	\$0	\$8,500	N/A
Operating Income (Loss)		\$0	\$0	\$0	\$0	(\$8,500)	N/A
Nonoperating Revenues							
701-000-0000-36210	Interest on Investments	\$0	\$0	\$0	\$0	\$150	N/A
701-000-0000-36231	Contrib. of Capital Assets	\$0	\$79,742	\$0	\$0	\$0	N/A
701-000-0000-39200	Transfer In	\$20,000	\$20,000	\$0	\$0	\$6,000	N/A
Total Nonoperating Revenues		\$20,000	\$99,742	\$0	\$0	\$6,150	N/A
Nonoperating Expenses							
701-480-8000-46110	Bond Interest	\$0	\$0	\$0	\$0	\$0	N/A
701-480-8000-46300	Deferred Charges Amort.	\$0	\$0	\$0	\$0	\$0	N/A
Total Nonoperating Expenses		\$0	\$0	\$0	\$0	\$0	N/A
Change in Net Assets		\$20,000	\$99,742	\$0	\$0	(\$2,350)	N/A
USE OF NET ASSETS TO BALANCE BUDGET		\$0	\$0	\$0	\$0	\$2,350	N/A
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		\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Internal Loans	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Acquisition of Capital Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Other Cash Outflow		\$0	\$0	\$0	\$0	\$0	N/A
Net Assets							
Net Assets, Beginning of Year		\$0	\$0	\$99,742	\$99,742	\$99,742	0.0%
Change in Net Assets		\$20,000	\$99,742	\$0	\$0	(\$2,350)	N/A
Net Assets, Ending of Year		\$20,000	\$99,742	\$99,742	\$99,742	\$97,392	-2.4%
Cash							
Cash, Beginning of Year		\$0	\$0	\$20,000	\$20,000	\$20,000	0.0%
Change in Net Assets		\$20,000	\$99,742	\$0	\$0	(\$2,350)	N/A
Deduct: Contrib. of Capital Assets		\$0	(\$79,742)	\$0	\$0	\$0	N/A
Add Back: Depreciation Expense		\$0	\$0	\$0	\$0	\$8,500	N/A
Add Back: Deferred Charges Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add Back: Bond Discount Amort.		\$0	\$0	\$0	\$0	\$0	N/A
Add: Other Cash Inflow		\$0	\$0	\$0	\$0	\$0	N/A
Deduct: Other Cash Outflow		\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Flow Items		\$0	\$0	\$0	\$0	\$0	N/A
Cash, Ending of Year		\$20,000	\$20,000	\$20,000	\$20,000	\$26,150	30.8%

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

- ⇒ Charges to Other Funds (xxxxx) Cost reimbursements from general fund department budgets.
- ⇒ Transfer In (39200) Transfer from the general fund to assist in future IT replacement - \$6,000.

EXPENSES

- ⇒ Depreciation Expense (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	\$ 2,500
• 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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
IT Replacement							
Operating Revenues							
702-000-0000-xxxxx	Charges to Other Funds	\$0	\$0	\$0	\$0	\$0	N/A
	Total Operating Revenues	\$0	\$0	\$0	\$0	\$0	N/A
Operating Expenses							
Supplies							
702-410-1520-45800	Other Equipment	\$0	\$0	\$0	\$0	\$0	N/A
702-430-3100-45800	Other Equipment	\$0	\$0	\$0	\$1,198	\$0	N/A
	Total Supplies	\$0	\$0	\$0	\$1,198	\$0	N/A
Other Services and Charges							
702-480-8000-43320	Depreciation Expense	\$0	\$0	\$0	\$0	\$19,000	N/A
	Total Other Services and Charges	\$0	\$0	\$0	\$0	\$19,000	N/A
	Total Operating Expenses	\$0	\$0	\$0	\$1,198	\$19,000	N/A
	Operating Income (Loss)	\$0	\$0	\$0	(\$1,198)	(\$19,000)	N/A
Nonoperating Revenues							
702-000-0000-36210	Interest on Investments	\$0	\$0	\$0	\$0	\$150	N/A
702-000-0000-36231	Contrib. of Capital Assets	\$0	\$79,123	\$0	\$0	\$0	N/A
702-000-0000-39200	Transfer In	\$20,000	\$20,000	\$0	\$0	\$6,000	N/A
	Total Nonoperating Revenues	\$20,000	\$99,123	\$0	\$0	\$6,150	N/A
Nonoperating Expenses							
702-480-8000-46110	Bond Interest	\$0	\$0	\$0	\$0	\$0	N/A
702-480-8000-46300	Deferred Charges Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Total Nonoperating Expenses	\$0	\$0	\$0	\$0	\$0	N/A
	Change in Net Assets	\$20,000	\$99,123	\$0	(\$1,198)	(\$12,850)	N/A
	USE OF NET ASSETS TO BALANCE BUDGET	\$0	\$0	\$0	\$1,198	\$12,850	N/A
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	\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Internal Loans	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Acquisition of Capital Assets	\$0	\$0	\$0	\$0	\$31,400	N/A
	Total Other Cash Outflow	\$0	\$0	\$0	\$0	\$31,400	N/A
Net Assets							
	Net Assets, Beginning of Year	\$0	\$0	\$99,123	\$99,123	\$99,123	0.0%
	Change in Net Assets	\$20,000	\$99,123	\$0	(\$1,198)	(\$12,850)	N/A
	Net Assets, Ending of Year	\$20,000	\$99,123	\$99,123	\$97,925	\$86,273	-13.0%
Cash							
	Cash, Beginning of Year	\$0	\$0	\$20,000	\$20,000	\$20,000	0.0%
	Change in Net Assets	\$20,000	\$99,123	\$0	(\$1,198)	(\$12,850)	N/A
	Deduct: Contrib. of Capital Assets	\$0	(\$79,123)	\$0	\$0	\$0	N/A
	Add Back: Depreciation Expense	\$0	\$0	\$0	\$0	\$19,000	N/A
	Add Back: Deferred Charges Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Add Back: Bond Discount Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Add: Other Cash Inflow	\$0	\$0	\$0	\$0	\$0	N/A
	Deduct: Other Cash Outflow	\$0	\$0	\$0	\$0	(\$31,400)	N/A
	Other Cash Flow Items	\$0	\$0	\$0	\$0	\$0	N/A
	Cash, Ending of Year	\$20,000	\$20,000	\$20,000	\$18,802	(\$5,250)	-126.3%

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

- ⇒ Charges to Other Funds (xxxxx) Cost reimbursements from general fund department budgets.
- ⇒ Transfer In (39200) Transfer from the general fund to assist in future FFE replacement - \$6,000.

EXPENSES

- ⇒ Depreciation Expense (43320) Straight-line depreciation is calculated on the IT equipment.

OTHER CASH OUTFLOW

- ⇒ Acquisition of Capital Assets FFE replacement capital assets including the following:
 - 2 sets turnout gear (fire) \$ 3,600

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.

City of Lake Elmo
Budget 2011

Account Number	Description	2009 Amended Budget	2009 Actual	2010 Budget	2010 Year-to-Date (07/31/10)	2011 Preliminary Budget	2010 to 2011 Change
FFE Replacement							
Operating Revenues							
703-000-0000-xxxxx	Charges to Other Funds	\$0	\$0	\$0	\$0	\$0	N/A
	Total Operating Revenues	\$0	\$0	\$0	\$0	\$0	N/A
Operating Expenses							
Other Services and Charges							
703-480-8000-43320	Depreciation Expense	\$0	\$0	\$0	\$0	\$30,000	N/A
	Total Other Services and Charges	\$0	\$0	\$0	\$0	\$30,000	N/A
	Total Operating Expenses	\$0	\$0	\$0	\$0	\$30,000	N/A
	Operating Income (Loss)	\$0	\$0	\$0	\$0	(\$30,000)	N/A
Nonoperating Revenues							
703-000-0000-36210	Interest on Investments	\$0	\$0	\$0	\$0	\$150	N/A
703-000-0000-36231	Contrib. of Capital Assets	\$0	\$157,410	\$0	\$0	\$0	N/A
703-000-0000-39200	Transfer In	\$20,000	\$20,000	\$0	\$0	\$6,000	N/A
	Total Nonoperating Revenues	\$20,000	\$177,410	\$0	\$0	\$6,150	N/A
Nonoperating Expenses							
703-480-8000-46110	Bond Interest	\$0	\$0	\$0	\$0	\$0	N/A
703-480-8000-46300	Deferred Charges Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Total Nonoperating Expenses	\$0	\$0	\$0	\$0	\$0	N/A
	Change in Net Assets	\$20,000	\$177,410	\$0	\$0	(\$23,850)	N/A
USE OF NET ASSETS TO BALANCE BUDGET:		\$0	\$0	\$0	\$0	\$23,850	N/A
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	\$0	\$0	\$0	\$0	\$0	N/A
Other Cash Outflow							
N/A	Bond Principal	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Internal Loans	\$0	\$0	\$0	\$0	\$0	N/A
N/A	Acquisition of Capital Assets	\$0	\$0	\$0	\$0	\$3,600	N/A
	Total Other Cash Outflow	\$0	\$0	\$0	\$0	\$3,600	N/A
Net Assets							
	Net Assets, Beginning of Year	\$0	\$0	\$177,410	\$177,410	\$177,410	0.0%
	Change in Net Assets	\$20,000	\$177,410	\$0	\$0	(\$23,850)	N/A
	Net Assets, Ending of Year	\$20,000	\$177,410	\$177,410	\$177,410	\$153,560	-13.4%
Cash							
	Cash, Beginning of Year	\$0	\$0	\$20,000	\$20,000	\$20,000	0.0%
	Change in Net Assets	\$20,000	\$177,410	\$0	\$0	(\$23,850)	N/A
	Deduct: Contrib. of Capital Assets	\$0	(\$157,410)	\$0	\$0	\$0	N/A
	Add Back: Depreciation Expense	\$0	\$0	\$0	\$0	\$30,000	N/A
	Add Back: Deferred Charges Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Add Back: Bond Discount Amort.	\$0	\$0	\$0	\$0	\$0	N/A
	Add: Other Cash Inflow	\$0	\$0	\$0	\$0	\$0	N/A
	Deduct: Other Cash Outflow	\$0	\$0	\$0	\$0	(\$3,600)	N/A
	Other Cash Flow Items	\$0	\$0	\$0	\$0	\$0	N/A
	Cash, Ending of Year	\$20,000	\$20,000	\$20,000	\$20,000	\$22,550	12.8%

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CAPITAL IMPROVEMENT PLAN 2011 TO 2015

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.

2011 TO 2015 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 2011 to 2015 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.

2011 Street Improvement Projects:

The 2011 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:

- Laverne Avenue N from 11th Street N to 12th Street N
- Laverne Avenue N from CSAH 10 (10th Street N) to 11th Street N
- Layton Avenue N from CSAH 10 (10th Street N) to 12th Street N
- Leeward Avenue N from CSAH 10 (10th Street N) to 12th Street N
- 11th Street N from Laverne Avenue W to cul-de-sac
- 12th Street N from Layton Avenue to Leeward Avenue
- 12th Street N from Laverne Avenue to Layton Avenue N
- 12th Street N from W cul-de-sac to Laverne Avenue
- 10th Street Court N from CSAH 10 (10th Street) to cul-de-sac
- No MSA projects for 2011

The area identified for sealcoating in 2011 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 2011 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:

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 2011, proposed city park structures and improvements, park signage, and trail improvements total an estimated \$285,200 (see the CIP detail).

All 2011 items will be financed by existing fund balance and park dedication fees.

VEHICLE REPLACEMENT:

For 2011, vehicle replacement items include a fire heavy rescue vehicle refurbishment, 2 laptops for fire trucks, and replacement of an inverter and installation of a light tower on fire vehicle E2. Also, a pickup truck is scheduled for public works.

All 2011 items will be financed by general fund transfers and existing fund balance. 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.

RADIO REPLACEMENT:

For 2011, 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 2011, IT replacement items include city hall network and replacement equipment, and upgrades to finance and building permit software.

All 2011 items will be financed by general fund transfers and existing net assets. 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 2011, FFE replacement items include 2 sets of fire turnout gear.

All 2011 items will be financed by general fund transfers and existing net assets. 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 2011, various city building improvements are planned. These include city hall, fire station, parking lots, and storage facility enhancements. Site acquisitions and construction of a new City Hall and a new fire station 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 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 2011, 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 2011.

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.

Fund/Category	Project	Detail of Street From/To	2011	2012	2013	2014	2015	Future	Funding Source
City of Lake Elmo Capital Improvement Plan 2011 to 2015									
Infrastructure - 2018	Lagoon Avenue N.	24th St. To Legion Lane						\$18,000	70% Property Tax Levy; 30% Assessments
Infrastructure - 2018	Lagoon Avenue N.	Legion Lane to Legion Ln						\$104,000	70% Property Tax Levy; 30% Assessments
Infrastructure - 2018	Lagoon Avenue N.	Lagoon Lane to 20th St. N.						\$49,000	70% Property Tax Levy; 30% Assessments
Infrastructure - 2018	20th Street N.	To North End						\$47,000	70% Property Tax Levy; 30% Assessments
Infrastructure - 2018	Warning Trail N.	20th St. N. To 18th St. N.						\$236,000	70% Property Tax Levy; 30% Assessments
Total Infrastructure Reserve (409)			\$689,137	\$1,755,000	\$1,644,000	\$750,000	\$2,429,000	\$1,541,000	
Vehicle Replacement (Formerly Capital Acquisitions) (410)									
Fire	Ladder truck							\$860,000	New Equipment Certificates paid by property taxes
Fire	Heavy rescue vehicle							\$550,000	Capital Fund Balance
Fire	2 Laprols for Trucks							\$6,000	New Equipment Certificates paid by property taxes
Fire	Replace Inverter on E2							\$17,225	Capital Fund Balance
Fire	Install Light Tower on E2							\$13,800	Capital Fund Balance
Fire	T-1 Tender							\$40,000	Capital Fund Balance
Fire	Replace Duty Car (C1)							\$90,000	Capital Fund Balance
Fire	Utility Vehicle U2							\$200,000	Capital Fund Balance
Public Works	Single tandem dump truck							\$49,900	Capital Fund Balance
Public Works	Mini excavator							\$15,000	Capital Fund Balance
Public Works	Upgrade Stud Sizer to Dedicated Truck							\$45,000	Capital Fund Balance
Public Works	Loader							\$125,000	Capital Fund Balance
Total Vehicle Replacement (Formerly Capital Acquisitions) (410)			\$127,025	\$200,000	\$89,900	\$105,000	\$0	\$2,020,000	
City Facilities (411)									
City Hall	New City Hall site acquisition, if needed							\$250,000	TBD
City Hall	New City Hall building plans/specifications							\$250,000	TBD
City Hall	New City Hall construction							\$4,000,000	New bonds paid by property taxes
City Hall	City Hall interior improvements							\$25,000	Capital Fund Balance
City Hall	City Hall Parking Lot							\$30,000	Capital Fund Balance
City Hall	City Hall Annex interior improvements							\$5,000	Capital Fund Balance
City Hall	City Hall Annex exterior improvements							\$5,000	Capital Fund Balance
City Hall	City Storage Facility							\$10,000	Capital Fund Balance
Fire	New fire station 1 site acquisition, if needed							\$500,000	New bonds paid by property taxes
Fire	New fire station 2 site acquisition, if needed							\$500,000	New bonds paid by property taxes
Fire	New fire station 3 site acquisition, if needed							\$4,000,000	New bonds paid by property taxes
Fire	Station 1 interior improvements							\$40,000	Capital Fund Balance
Fire	Station 1 exterior improvements							\$10,000	Capital Fund Balance
Fire	Station 1 Parking Lot							\$50,000	Capital Fund Balance
Fire	Station 1 Additional Apparatus Bay							\$5,000	Capital Fund Balance
Fire	Station 2 interior improvements							\$30,000	Capital Fund Balance
Fire	Station 2 exterior improvements							\$7,000	Capital Fund Balance
Public Works	Public Works misc.							\$22,000	Capital Fund Balance
Public Works	Public Works Storage Facility							\$35,000	Capital Fund Balance
Public Works	Public Works bank parking lot							\$108,000	Capital Fund Balance
Total City Facilities (411)			\$177,000	\$108,000	\$0	\$0	\$0	\$0	\$0
Village (413)									
Village - Sewer	184 to 30th Street Trunk Force Main							\$5,500,000	State Grant/Bonds/TBD
Village - Sewer	Village Parkway Trunk (Phase 1)							\$278,000	Development
Village - Sewer	Village Parkway Trunk (Phase 2)							\$200,000	TBD
Village - Sewer	Trunk Gravity from Lift Station to Lake Elmo Ave							\$162,000	TBD
Village - Sewer	Trunk Gravity from 30th to Railroad							\$385,500	Development
Village - Water	Village Parkway Trunk (Phase 1)							\$3,800,000	TBD
Village - Water	Village Parkway Trunk (Phase 2)							\$3,900,000	TBD
Village - Streets	OLD VILLAGE STREET & STORM							\$2,800,000	TBD
Village - Streets	OLD VILLAGE STREET & STORM							\$2,800,000	TBD
Village - Surface Water	Old Village Storm Controls							\$10,952,000	
Total Village (413)			\$3,500,000	\$278,000	\$663,500	\$385,500	\$0	\$10,952,000	
Water (601)									
Water	Well and Pump House #4							\$1,370,000	State Grant/Bonds/TBD
Water	Main from Main Extension							\$2,775,000	State Grant/Bonds/TBD
Water	SW Area Water Main Extension							\$3,900,000	TBD
Water	Elevated Storage Tank #1A							\$1,600,000	TBD
Water	Well #5 (South of 10th Street)							\$950,000	TBD
Total Water (601)			\$1,370,000	\$920,000	\$0	\$0	\$0	\$10,635,000	

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GLOSSARY OF TERMS *

ACCOUNTING SYSTEM: 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.

ACCRUAL BASIS OF ACCOUNTING: 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.

APPROPRIATION: 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.

AUDIT: 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.

BASIS OF ACCOUNTING: Timing of recognition for financial reporting purposes (i.e., when the effects of transactions or events should be recognized in financial statements).

BUDGET: A financial operating plan showing proposed expenditures for a given period and the proposed means of financing them (also known as the Operating Budget).

BUDGET DOCUMENT: The official written statement prepared by the administration which presents the proposed budget to the legislative body.

BUSINESS-TYPE ACTIVITIES: 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.

CAPITAL ASSETS: 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.

CAPITAL IMPROVEMENT PROGRAM: A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the complete annual budget.

CAPITAL PROJECTS FUNDS: 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.

CURRENT FINANCIAL RESOURCES MEASUREMENT FOCUS: 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.

DEBT SERVICE: Payment of interest and repayment of principal to holders of a government's debt instruments.

DEBT SERVICE FUNDS: Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEPRECIATION: 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.

ECONOMIC RESOURCES MEASUREMENT FOCUS: 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.

ENTERPRISE FUNDS: Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

EXPENDITURES: Under the current financial resources measurement focus, decreases in net financial resources not properly classified as other financing uses.

FIDUCIARY FUNDS: 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.

FISCAL DISPARITIES: 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.

FUND: 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.

FUND BALANCE: Difference between assets and liabilities reported in a governmental fund.

FUND FINANCIAL STATEMENTS: Basic financial statements presented on the basis of funds, in contrast to government-wide financial statements.

FUND TYPE: 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.

GENERAL FUND: 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.

GOVERNMENTAL ACTIVITIES: Activities generally financed through taxes, intergovernmental revenues, and other nonexchange revenues. These activities are usually reported in governmental funds and internal service funds.

GOVERNMENTAL ENTITY: For accounting and financial reporting purposes, an entity subject to the hierarchy of GAAP applicable to state and local governmental units.

GOVERNMENTAL FUNDS: 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.

GRANT: A contribution of assets by one governmental unit or other organization to another. Grants are usually made for specified purposes.

INFRASTRUCTURE: 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.

INTERFUND TRANSFERS: 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.

INTERGOVERNMENTAL REVENUES: 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.

LOCAL GOVERNMENT AID (LGA): Intergovernmental revenue from the state to municipalities to help fund general expenditures.

MEASUREMENT FOCUS: 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).

PROPRIETARY FUNDS: 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.

RESERVED FUND BALANCE: Portion of a governmental fund's net assets that is not available for appropriation.

RESTRICTED NET ASSETS: Component of net assets calculated by reducing the carrying value of restricted assets by amounts repayable from those assets, excluding capital-related debt.

REVENUES: Under the current financial resources measurement focus, increases in net financial resources not properly classified as other financing sources.

SPECIAL ASSESSMENT: 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.

SPECIAL REVENUE FUNDS: 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.

TAX LEVY: The total amount to be raised by general property taxes for the purpose stated in the resolution certified to the county auditor.

UNRESTRICTED NET ASSETS: That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).

* Source for some definitions: Governmental Accounting, Auditing, and Financial Reporting, Government Finance Officers Association, 2005.

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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:

⇒ No changes from 2010 to 2011.

APPENDIX 1A

2011 PERSONNEL COMPENSATION DISTRIBUTION

Position	FTE	Administration	1320	Communications	1450	Finance	1520	Planning & Zoning	1910	Fire	2220	Building Inspection	2400	Public Works	3100	Parks & Recreation	5200	Water	601	Sewer	602	Surface Water	603	Total
City Administrator	1.00	100%																						100%
City Clerk	1.00	100%																						100%
Program Assistant	1.00	100%																						100%
Project Assistant	0.60	25%		25%																				100%
Finance Director	1.00					50%																5%	20%	100%
Planning Director	1.00						75%																	100%
Planner	0.80						100%																	100%
Fire Chief	1.00									100%														100%
Building Official/Code Enforcement	0.00																							100%
Acting Building Official	1.00											100%												100%
Public Works Superintendent	1.00													40%										100%
Public Works Operator #1	1.00													60%								5%		100%
Public Works Operator #2	1.00													65%								5%		100%
Public Works Operator #3	1.00									5%				20%								5%		100%
Public Works Operator #4	1.00									5%				70%								5%		100%
Public Works Seasonal	0.50													100%										100%
Parks Seasonal #1	0.72																							100%
Parks Seasonal #2	0.50																							100%
Parks Seasonal #3	0.00																							100%
Total FTE's	15.12	3.15	0.15	0.50	1.55	1.10	0.95	3.05	2.52	1.35	0.30	0.50	15.12	3.15	0.15	0.50	1.55	1.10	0.95	3.05	2.52	1.35	0.30	0.50

NOTE: Mayor & Council, Election Judges, and Volunteer Firefighters not included

APPENDIX 1B

PERSONNEL HISTORY IN FULL-TIME EQUIVALENTS (BY DEPARTMENT)

Department		2010 Budget	2011 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	1.10	0.00
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		15.12	15.12	0.00

PERSONNEL HISTORY IN FULL-TIME EQUIVALENTS (BY POSITION)

Position		2010 Budget	2011 Preliminary Budget	Change 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
Project Assistant		0.60	0.60	0.00
Finance Director		1.00	1.00	0.00
Finance Specialist		0.00	0.00	0.00
Planning Director		1.00	1.00	0.00
Planner		0.80	0.80	0.00
Fire Chief		1.00	1.00	0.00
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	15.12	0.00

NOTE: Mayor & Council, Election Judges, and Volunteer Firefighters not included

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