



**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular Workshop Session of Tuesday, September 6, 2016
Library Meeting Room – 5:30 p.m.
601 South Washington Avenue

I. CALL TO ORDER

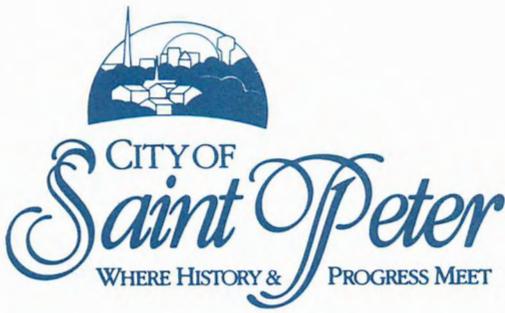
II. DISCUSSION

- A. Community Development Department Presentation
- B. 2017 Budget/Levy
- C. SMMPA Agency Agreement Amendment
- D. Public Access Equipment Purchase/Taping Contract
- E. Consolidated Communications Franchise Agreement
- F. Others

III. ADJOURNMENT

Office of the City Administrator
Todd Prafke

TP/bal



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 9/2/16

FROM: Todd Prafke
City Administrator

RE: Department Presentation: Community Development Department

ACTION/RECOMMENDATION

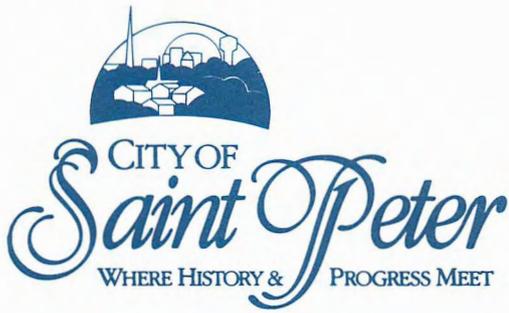
None needed. For your information only.

BACKGROUND

As has been our past practice, time has been set aside on this workshop agenda for a presentation on one of the City's Departments. Community Development Director Wille will be at the workshop on Monday evening to provide information on activities in the Community Development Department.

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 08/30/16

FROM: Todd Prafke
City Administrator

Paula O'Connell
Finance Director

RE: 2017 Preliminary Levy

ACTION/RECOMMENDATION

None needed. For Council discussion only.

BACKGROUND

Under State law the Council must take action to set a Preliminary Levy before the end of September. This Levy may only be lowered prior to final approval before the end of December.

Since the Levy is in many ways directly related to your budget, the Council has made two opportunities to discuss both the Levy and Budget for 2017. Our recommendation and your plan for that budget and levy have been incorporated into the information that is provided below.

We continue to work to provide a budget that is based on Council priorities for our customers and taxpayers while providing the financial resources needed to maintain the quality and quantity of staff that provide those services.

We are proposing a budget and suggesting a Levy that will increase your projected tax rate from 47.27 to 50.85 based on a gross levy increase of 11.34% or \$259,029. Continuing evolution of the tax capacity numbers will continue until the 2017 tax notices are distributed by Nicollet County. The projected 2017 tax capacity is based on a 3.5% increase, and again we will get a county determination of this value closer to December. Previous tax rates look like this:

<u>Year</u>	<u>Rate</u>
2012	49
2013	50.67
2014	51.13
2015	46.79
2016	47.27
2017	50.85 (estimated)

What this means is, if a homeowner's property valuation hasn't changed from 2016, their City share of the tax bill on a \$150,000 home would increase approximately \$45.20 from the 2016 tax year. The preliminary levy certified to the County Auditor in September may be lowered, but not increased when the final levy is approved in December.

Goals for this discussion are:

- Provide an update on the 2016 projections and budget modifications.
- Provide information on the 2017 budget progress.
- Provide information that allows you to work towards a reasoned decision relative to the levy.
- This budget and levy, the means by which you provide for the policies you have in place, is a substantial opportunity for you to provide input in making this the Council budget and not the Staff budget.

This discussion will include a summary explanation of the budgets that we hope will enhance your understanding of the big picture of the budget. We hope to not get into the minutia of the budget exemplified by how many stamps we use or the number of handcuff keys we purchase, but rather to focus on the way this budget supports your wants and policies.

We continue to look at the General Fund and Special Revenue Fund budgets as a portion of a larger business and believe we are very cognizant of the impact that modification in any of these areas has on other portions of the City business. The 2017 budget is based on the ideas expressed below.

The changes within the budget, as compared to 2016, are highlighted below:

- LED crossing signals on Jefferson Avenue \$10,640.
- Ameresco is doing a study to determine if there are utility savings that can fund improvements to various City Buildings. We should have a report back to determine if additional capital improvements will be made in 2017.
- Municipal Building maintenance in 2017 is proposed to include security issues, garage door replacement, paint, ceiling tiles, carpet, plumbing and fixtures (\$53,600).
- The sidewalk replacement plan that has been discussed with the City Council includes \$150,000 in 2017 as well as \$150,000 to be planned for in 2018. There may be an opportunity to spread this planned project over a three year period.
- Reconfiguring of a building at Public Works to house the mechanic's shop. The anticipated budget for 2016 is \$86,013 and \$85,005 for 2017. This will be allocated between all funds and has an impact of \$68,407 to the general fund over both years.
- Street maintenance for 2017 is planned for an additional funding of \$37,000 over your 2016 budget. Your ongoing street program provides maintenance on one of your biggest investments that is very expensive to replace. This number represents our best guess of inflationary impacts.
- Gardner Road intersections at Broadway and Jefferson will have additional work of \$350,000, which is anticipated to be funded with Municipal State Aid (MSA) funds. Gardner road between the two intersections will have the majority of the funding coming from a Township grant. There could be a shortfall of the township grant which would be eligible for MSA.
- Township Road 361 improvements are dependent on the State legislation opening up a township grant program again. No dollars are planned for this budget year on this project
- Broadway Avenue improvements funded by State, Federal and MSA are anticipated also for 2017. This project will include the use of MSA in the amount of \$400,000 (20% match plus 100% engineering).
- AED replacements are addressed for most of our departments.

- Parks staffing is proposed to increase with an additional Groundskeeper starting in March as planned. There is also an additional revenue stream for this position which will be paid in part by a contract with District 508 should that agreement come together.
- Members discussed and directed staff to work toward the completion of a gravel trail around Hallett's Pond. This was funded out of the 2016 Parks maintenance budget, but there is an anticipated cost of \$16,000 to address wetland credits in 2017.
- Working with Damon Farber Consulting to address park planning, signage and branding is budgeted to complete their recommendations of \$15,000 in 2017 and another \$15,000 in 2018.
- In the proposed 2017 parks budget we are also recommending experimenting with providing additional "shade sail" units at various parks (\$18,000).
- Asphaltting the Jefferson Park parking lot (\$26,000) and adding ADA sidewalks (\$20,000) at Jefferson Park is also included in the general fund budget.
- ADA sidewalks improvements at Warren Park (\$34,000).
- The Fire Department budget includes \$7,500 which will contribute a third year to a replacement fund for equipment items that have certification expiration needs. This is part of the policy you put in place about 3 years ago.
- The 2017 budget includes an allocation of \$2,500 for The Third Floor Youth Center. This is very much a wild card as District 508 reconfigures their space midway through our fiscal year.
- The insurance fund doesn't have any contributions funding for the 2017 year. The projected 2016 ending fund balance is \$240,000. You may recall our target here is \$300,000, but it will deplete without further funding.
- The 2016 and 2017 revenue budgets also include the anticipated building inspection revenues spread over 3 years instead of collecting it all in 2016.
- The 2016 and 2017 expenditures reflect the use of \$405,000 in reserves to cover the expense of Magner Subdivision improvements. (This is in addition to the \$465,000 you previously designated for this use.) This was part of your plan for this development.
- Local Government Aid (LGA) increased \$75,000 in 2017.
- Health insurance renewal has been determined to be 15.9% increase.

For 2017, we will use the same philosophy we have over the past years. We do not look at the total levy and then make cuts or additions. We look at the divisional budgets line by line and think about needs and priorities you have set, make changes, and then look at how that would influence the total.

The philosophy in the past was to bring you budgets based on the programs and service standards we have had in place without puffing it up needlessly, simply to be cut later in October or November to show how great a job we can do budget cutting. That is to say, we bring a budget that will provide for the operation you have told us you want. Reserves are used for emergencies or efforts that are unknown to us at this time. In some past years we have used reserves for a deal that is too good to pass up or to pay an unexpected costs. We do not believe that additional information about costs projected in a month or two will substantially impact our thoughts on needs and/or priorities so we don't plan to come back to you multiple times between now and December and modify the budget. It may be important to note that once the legislative session starts in 2017 there is always the potential for a change in the ground rules. Election results and budget surpluses or deficiencies at the State level all influence those issues and right now, we do not have any supernatural ability to predict future outcomes.

We also believe the results from past budgets speak for themselves and that our budgeting philosophy has shown very positive results both from a financial and a service perspective. The positive results are measured by the deviation from budget at the end of each year. That deviation has been very, very small, except for the projected building permits in 2016, as reported by the City's auditors. Further, the Council does not see a flurry of purchases at the end of each year based on the theory of, "if we don't spend it we won't get it next year." We just don't do that.

Lastly, based on State funding changes over the past eleven years, local property taxes are more heavily depended upon to make your operations go. Also, LGA continues to make up a large portion of our General Fund budget.

Our Financial Position Today - The City, as reported by our auditors, is in very good financial shape. The General Fund ended the 2015 year with revenues over expenditures by \$11,714 and reserves increasing to \$3,485,369. The projected change to fund balance in 2016 shows an anticipated decrease of \$63,948. Building permit revenue collected over three years instead of in 2016 contributed to this change.

Working Plan Thus far - The 2017 budget is not balanced. Expenditures will be greater than revenues. This is not a good or bad thing it is just the plan and we are happy that our understanding of these issues has evolved over the last number of years. Based on your Fund Balance Policy for the General Fund which says the reserve should be "35% to 50% of the following years budgeted expenditures", we believe this is acceptable.

Based on the proposed budget we will have a projected fund balance of \$3,214,693 at the end of budget year 2017. Based on our current projections, the reserve percentage for the end of 2016 will likely be approximately 46.8%, and end in 2017 at 44.1%. This doesn't include the restricted balance shown for Fire equipment (\$22,500).

It is important to note that modest wage changes, increases in insurance and small adjustments to fuel and other consumable items in your budget mean that each year, assuming no other changes take place, you will see an increase in cost somewhere between \$100,000 and \$130,000 in a \$6.7 million budget. If the State chooses to provide no additional revenue (LGA) and you choose no increase in revenue (Levy) or decrease in programs or services in any given year, you will have to make up that amount in future years. Our belief is that steady, moderate change over a number of years is better than large increases or decrease from year to year.

General fund expenditures are planned for an increase of \$385,241 over the 2016 Budget driven by sidewalk plan, personnel costs, park improvements, City Hall maintenance, and capital. Alternatives to this increase are discussed later in the memo. Major changes have been made in the past due to the LGA reductions and trying to maintain reasonableness in our tax levy, but this year we are again confident that the State will provide the levy of LGA promised. The 2016 LGA has proposed a \$75,000 increase that still needs to be passed by legislation.

Some of the tools used to provide the 2017 budget year include:

- Enterprise funds transfers have been estimated based on projected sales for the 2016 year. This is a very conservative approach, but we have seen consumption reductions after the initial rate increase. Transfers will remain at 6.5% of sales for the Electric, Water, Wastewater, and Stormwater budgets. Please know that the transfers are based on

percentage of gross revenue, so even though they are likely to change, we believe this assumption is appropriate as a starting point.

- Wage modifications for all union and non-union are about 3%.
- The Streets Division still operates with an Equipment Operator position going unfilled.
- We will continue to make operational changes that we hope will reduce overtime and may mean changes when and how some activities are undertaken. Except for the Police budget, we budgeted hours of overtime at the levels we have seen for 2011-2013.
- Fire Relief Association levy remains at \$0 for the 2016 year.
- We continue to self-fund a higher deductible for Property/Casualty Insurance coverage across all funds. We do not plan to transfer any funds to the insurance pool as the budget premium no longer offers a saving from the initial creation of this fund. After the claim deductibles are closed, the 2016 fund balance will be approximately \$240,000.
- 2017 Local Government Aid is not planned to be reduced from the anticipated amount. We plan to receive \$75,000 over the 2016 allocation (\$3,020,981).

Projects in 2017 that are being planned include:

- Equipment Certificate for \$398,462. These potential purchases will be discussed closer to the final budget approval and are not prioritized.
 - \$45,000 – replace 1998 GMC
 - \$12,500 – add a Polaris ATV
 - \$6,500 – 50% share of a zero turn mower
 - \$225,000 – replace 1995 Tandem truck
 - \$20,000 - add rubber tire roller
 - \$18,000 - replace cold planer mill
 - \$23,640 - Fire pagers (could be funded by grant)
 - \$7,822 - Replacement of MSA Cylinders
 - \$40,000 – election voting equipment

Below are items that we discussed earlier and some items we just think you should have an opportunity to understand and discuss.

- Gardner Road intersections will have \$350,000 of improvements.
- Additional parks improvements.
- There is no funding in the budget for Pavilion work as an amount is not known and our planning, thus far, has been to work to solicit other people's money (OPM) once a scope is determined. We will continue to pursue bonding and other grant opportunities more vigorously.
- Magner Subdivision development for City/School facilities- includes \$321,100 in 2016 and \$83,900 in 2017 to transfer to the parkland dedication fund. This is an amount to add to the 2015 transfer of \$465,000 for improvements that we will likely see in 2016 and 2017 of approximately \$1.2 million. Proceeds from the sale of the ponds east of Saint Peter are also anticipated to fund this project.
- There will be other small modifications to fees, which are insignificant to the budget, but more reflective of actual costs.
- The budget includes Coalition of Greater Minnesota Cities membership (\$15,600).
- You have also discussed other long term projects for the future that are not funded as a part of this budget. Minnesota Square Pavilion, Fire Hall (we have included some professional

service money for this as directed by Council), City Hall, Township Road 361, are probably the most notable.

- Enterprise funds may see changes to costs including an increase in 2017 by Southern Minnesota Municipal Power Agency (SMMPA). We will also have discussion on the philosophy of increasing water rates or transfers from wastewater to fund future debt service.

Special Revenue Funds:

The Library fund has been allocated the same tax levy as it has for the last four years. The fund balance is projected at 19.6% and is continuing the same programming as in 2016. The State requires a minimum maintenance of effort, which means they regulate how much is required to be contributed to library systems by cities and counties. The amount for 2017 is \$235,561 and we will be in compliance when in-kind costs are included in the calculation. With 2013-2017 showing a planned decrease in fund balance, we are going have to either make a change to programming, increase revenues, or increase property tax levy to maintain a reasonable fund balance in the future. That future can be now or over the next year. No levy increase is planned for the 2017 year.

The Community Center fund has not been receiving any tax levy, but the debt is being covered 100% by tax levy. The "Conduit Agreement" that is in place to fund Community Center operations will end May 2017. This decline in revenue along with the decline in leases, contribute to a negative operations in 2017. With the approval of a new conduit agreement, the fund balance could be restored. However, the Council may need to make changes from the current plan. Again those changes can come between now and 2018. Some options may be that there is levy for operations in 2020 when the debt service is repaid, or revenues from a new conduit agreement made after the expiration in 2017.

Miscellaneous things to consider -

- As always, our goal is to construct a budget that meets your goals and priorities. We have provided additional information so that the Council might be able to determine if this budget does that.
- There are many, many requests that go unfilled; a large number of those are removed at the Department or the Administrative level. We continue to under-fund depreciation on assets and road maintenance. That is not only the case in Saint Peter, but in just about every community in the state.
- Our dependence on Local Government Aid remains significant.
- This budget delays some capital equipment wishes that in past years we may have funded. Some of these reductions are made because our needs have changed and others because we continue to work to be good stewards of the resources. Some are done with the hope that we can limp to another year based on cost of money or serviceability. Others are done because we believe strongly in the idea of budget responding to our customers and the services you wish to see provided.
- We will be prioritizing things like weed control and repairs throughout our various facilities and our efforts will be focused on areas with customer needs as the driving force behind the prioritization.
- You can change how you look at resource balance between Tax driven and Enterprise Funds. In the past we have maintained a very specific percentage of gross revenues of Enterprise Fund transfers to the General Fund. This budget anticipates no change in that balance. The Council could change that area if you wished. We will have the ability to

discuss the general impact of changes in that balance if you wish. A slight twist to that may be the additional use of enterprise funds in a more targeted way. We can discuss this now, but it may be more valuable during your Enterprise funds discussion that will come up in the near future.

- We have also assembled a list of some of the outside the box ideas that may assist us in our budget balancing. All of these need more discussion prior to any implementation because most represent a policy change and, frankly, a large shift in what our operations model has been in the past. Some of those are:
 - Additional modification to fees. (Yearly adjustments are always done)
 - Payment in lieu of taxes from other entities that are not taxed now. (this is an effort that may take a number of years to execute)
 - Modification to assessment policies that put more burdens on individual taxpayers rather than the General Fund. The last changes you made put additional cost on the General Fund by transferring alley skirting from being assessable to being paid by the City.
 - When to take savings from the Insurance Fund.
 - Additional Enterprise Funds contributing to the General Fund.
 - Targeted utility increases.
 - Franchise fees (as exemplified by a natural gas fee).
 - Sales Tax target towards specific capital improvements.
 - Use of other funds to transfer in revenues.
 - Any others you may have or we may come up with.
- It is important to understand that our reserves are within our fund balance policy, but there are still areas of volatility that could substantially influence the final 2017 outcome. Those items that are our highest concerns include:
 - State aids; LGA in particular. A bigger picture discussion and plan may be needed in this area. That discussion could focus on alternative sources of revenue and what should or could be done to limit our dependence on LGA.
 - Natural or manmade events. A great example might be a relatively small natural disaster or a major crime against persons. These have the potential to tip the budget off plan with overtime and other costs. Our plan continues to contemplate that reserve funds will have to meet those needs should a disaster occur. We will continue to worry about people first and money second.
 - Supply costs and, in particular, fuel. This is just a very difficult area to project as are all energy costs. Energy and fuel affects all aspects of our operations.

Attached are some summary sheets for budgets supported by the property tax levy. These funds are reviewed and discussed by the City Council during the course of our budget process.

The preliminary tax capacities for the payable 2017 year have been projected at a 3.5% increase. We will have the actual numbers from the County for the final levy in December.

We have proposed operation budgets for the General Fund of \$7,283,575 and a transfer to Parkland Dedication of \$83,900. All purchases and projects must again be approved by the City Council if they exceed the amounts in the purchase policy.

Another important consideration is reserves. Our General Fund reserves have increased from 37.4% to 46.8% since the end of 2008 to the projected 2016 year. This has been planned so

that we can meet some of the financial challenges that we face each year. This was done through cost savings and the budget modifications that you have reviewed and implemented. In addition, due in part to substantially reduced reserves in your largest enterprise funds, this level of reserve is needed to meet your cash flow needs.

Generally speaking, an increase in your levy of \$10,000 means an increase in your tax rate of .20. A decrease in your levy of \$10,000 means a decrease in your tax rate of .20.

Alternatives and Variations

There are so many variations that we could review and frankly, we would not know where to start. Here are a few that may help you think in different ways.

- Lower the gross levy to meet any Tax Rate or other goals you may wish to put in place. This provides opportunity to say we are reducing the levy. There may be value to that symbolism, but that value is a Council decision.
- Additional cuts. This would mean changes in service levels compared to the 2016 year. That is something we can review, but again our mission here has been to tell you the cost to provide services as you have directed.
- Put more capital purchases on the equipment certificate, which would lower this year's levy but increase future year levies. There is \$335,000 of capital equipment remaining in the General Fund budget. The converse of that is to spend reserve rather than issuance of Equipment Certificate. There are some interesting things we could do here, but all certainly fall within the realm of Council sense of what is best.
- Add new or reinstate previously cut services into the budget with additional levy or with the use of reserves. Again, this is a call for the Council to make. One caution here...if we believe that changes to LGA and other funding sources is not just a one or two or three year blip, then changes to service levels or changes in taxes seem inevitable. If that is true, we are unsure of the value of providing services on a year-by-year basis. By that, we mean it seems strange to provide a service in 2016 then in 2017 we discontinue it and then in 2018 we provide that service again. It is confusing to our citizens. Again, we are not sure that helps the quality of life for the members of our community. It is also costly in both money (start and stop costs) and morale to be on again/off again. Those too are real costs.
- Restrict or assign reserves within the fund balance policy to a building fund or further lower existing debt with higher interest rates. You did this with the Community Center in 2013 and could do it again or plan for a future project.
- There are many, many more.

Please let us know if we can provide any additional information or clarify anything before your Council meeting on Monday. We will have the usual graphs, charts and other visuals that you have seen in previous years.

Please feel free to contact us if you have any additional questions or concerns.

TP/PO

CITY OF SAINT PETER
TAX THEORY
TAX LEVY: CERTIFY IN 2016, COLLECTIBLE IN 2017

	BUDGET	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Certified:	2012	2013	2014	2015	2016	2017	2018	2019	2020
Payable:	2013	2014	2015	2016	2017	2018	2019	2020	2021
General Fund	1,275,614	1,305,614	1,308,614	1,416,614	1,444,614	1,594,614	1,744,614	1,894,614	2,044,614
\$ increase (decrease) in General Fund	0	30,000	3,000	108,000	28,000	150,000	150,000	150,000	150,000
% increase (decrease) in General Fund	0.00%	2.35%	0.23%	8.25%	1.98%	10.38%	9.41%	8.60%	7.92%
Public Library	220,133	220,133	220,133	220,133	220,133	231,140	242,697	254,831	267,573
Community Center				0	0	0	0	180,000	180,000
Park Enhancement fund				0	0	0	0	106,903	106,903
N Firefighter's Relief	10,000	10,000	8,000	0	0	0	0	0	0
Special Levies:									
A Bonded Indebtedness									
09 Public Project Revenue Bond(SPCC)	294,277	284,053	284,055	283,593	284,025	286,275	286,903	0	0
B Certificates of Indebtedness									
Expired Equipment Certificates	0	0	0	0	0	0	0	0	0
08 Equipment Certificate	0	0	0	0	0	0	0	0	0
'09 Equipment Certificate	63,977	62,049	0	0	0	0	0	0	0
'10 Equipment Certificate	33,400	32,500	31,132	0	0	0	0	0	0
'11 Equipment Certificate	21,425	20,850	20,235	19,590	0	0	0	0	0
'12 Equipment Certificate	48,900	53,000	47,500	47,500	47,500	0	0	0	0
'13 Equipment Certificate - Fire Truck	87,780	79,133	105,206	101,148	100,435	99,390	98,345	96,920	0
'14 Equipment Certificate		40,678	67,979	67,980	67,980	67,980			
'15 Equipment Certificate			57,500	50,250	50,250	50,250	49,980		
'16 Equipment Certificate				57,500	81,400	81,400	81,400	81,400	
'17 Equipment Certificate					80,000	80,000	80,000	80,000	80,000
'18 Equipment Certificate			0			56,000	56,000	56,000	56,000
'19 Equipment Certificate							56,000	56,000	56,000
'20 Equipment Certificate								56,000	56,000
C Bonds of another local unit of Gov't									
J Pera Employer rate inc. after 6/30/01	0	0	0	0	0	0	0	0	0
Unallotment --	0	0	0	0	0	0	0	0	0
Allocation for Sidewalk improvements		0	0	0	150,000	150,000	0	0	0
Abatement for ISJ Clinic	23,000	23,000	20,000	20,000	17,000	17,000	17,000	17,000	17,000
Special Levies:	572,759	595,263	633,607	647,561	878,590	888,295	725,628	443,321	265,001
Levy applicable to levy limits:	na	1,535,747	na	na	1,664,747	1,825,754	1,987,311	2,436,348	2,599,090
TOTAL GROSS LEVY:	2,078,506	2,131,010	2,170,354	2,284,308	2,543,337	2,714,049	2,712,938	2,879,669	2,864,091
% increase(decrease) over prior levy	1.84%	2.53%	1.85%	5.25%	11.34%	6.71%	(0.04%)	6.15%	(0.54%)
Tax Rate: City	50.67	51.13	46.79	47.27	50.85	53.72	53.17	55.88	55.03
Tax Rate: Total									
Taxable Market Value	424,206,500	428,488,400	459,425,700	474,894,400					
Exempt Market Value	277,106,400	277,106,400	277,106,400	277,106,400					
Net Tax Capacity	4,102,084	4,167,947	4,638,662	4,832,749	5,001,895	5,051,914	5,102,433	5,153,458	5,204,992
					47.85 without \$150,000				
City	50.673	51.13	46.79	47.278					
County	52.001	51.24	49.357	52.64					
School	16.752	17.175	17.003	36.628					
Region 9	0.188	0.172	0.153	0.165					
Multi-County	0.352	0.322	0.301	0.315					
Total extension rate	119.966	120.039	113.604	137.026					

17GFSummary

**General Fund
Revenue Summary**

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Projected	2017 Proposed Budget		change over prior Budget
Property Taxes	1,282,135	1,333,157	1,345,824	1,416,614	1,416,614	1,444,614	28,000	1.98%
Other Taxes	82,647	87,652	89,114	81,700	81,700	88,800	7,100	8.69%
Licenses & Permits	191,506	316,846	244,556	1,463,480	463,966	467,140	(996,340)	-68.08%
State Grants and Aids	3,025,225	3,054,414	3,088,096	3,070,681	3,139,285	3,154,281	83,600	2.72%
Administrative Fees	57,502	141,058	116,540	103,690	206,030	104,210	520	0.50%
Police & Fire	134,344	138,727	141,386	123,200	129,306	137,200	14,000	11.36%
Streets /Refuse Sales	20,064	21,010	18,840	14,800	14,800	14,800	0	0.00%
Recreation	186,909	167,181	190,393	166,500	168,078	211,500	45,000	27.03%
Fines & Penalties	75,969	67,015	56,279	69,000	52,500	52,500	(16,500)	-23.91%
Interest & Misc Income	141,708	112,604	154,372	41,752	66,449	51,202	9,450	22.63%
Transfer from other Funds	0	0	10,053	0	0	25,000	25,000	#DIV/0!
Utility Fund Transfers	1,340,239	1,397,660	1,299,239	1,300,000	1,300,000	1,447,000	147,000	11.31%
Total Revenues	6,538,248	6,837,324	6,754,692	7,851,417	7,038,728	7,198,247	(653,170)	
% increase (decrease) over prior year:	0.28%	4.57%	3.60%	14.83%	2.95%	2.27%		
% increase (decrease) over prior year budget:						-8.32%		

**General Fund
Expenditure Summary**

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Projected	2017 Proposed Budget		change over prior Budget
Mayor and Council	37,163	38,177	43,258	56,148	56,156	58,672	2,524	4.50%
City Administrator	169,953	179,621	196,934	197,767	198,399	203,022	5,255	2.66%
City Clerk	61,058	62,688	62,750	69,112	69,580	71,774	2,662	3.85%
Elections	22,443	14,134	26,590	30,442	30,607	30,986	544	1.79%
Finance Department	221,268	233,813	238,418	272,910	274,629	296,455	23,545	8.63%
Legal Services	130,006	140,406	130,880	141,000	141,000	141,000	0	0.00%
Municipal Building	91,866	97,651	166,248	115,280	115,566	158,473	43,193	37.47%
Police Department	1,973,503	2,072,157	2,056,752	2,153,503	2,141,028	2,308,264	154,761	7.19%
Fire Department	563,372	317,252	332,053	374,375	445,307	392,780	18,405	4.92%
Building Inspections	181,748	194,430	204,507	205,771	208,227	212,355	6,584	3.20%
Emergency Management	2,411	1,018	1,039	7,772	7,772	7,137	(635)	-8.17%
Community Service	80,620	80,295	80,215	89,552	89,316	93,360	3,808	4.25%
Public Works Administration	79,340	89,949	85,594	88,148	85,657	89,301	1,153	1.31%
Streets	1,091,035	1,085,857	1,100,222	1,345,804	1,136,535	1,218,342	(127,462)	-9.47%
Street Lighting	98,428	87,112	104,225	130,000	130,000	120,260	(9,740)	-7.49%
Senior Coordinator	31,580	33,578	31,108	35,470	34,970	35,371	(99)	-0.28%
Recreation and Leisure Services	338,531	349,293	391,101	405,822	409,484	423,119	17,297	4.26%
Swimming Pool	193,456	173,231	157,331	185,190	187,887	196,956	11,766	6.35%
Skating Rinks	14,093	16,233	16,446	16,743	16,448	17,056	313	1.87%
Parks	630,008	671,087	668,953	773,051	754,490	1,003,890	230,839	29.86%
Community Development	187,287	150,815	158,229	167,924	167,568	172,502	4,578	2.73%
Unallocated - Insurance	7,327	7,880	8,733	5,650	50	0	(5,650)	-100.00%
Unallocated - Memberships	25,524	27,357	28,892	28,400	28,400	30,000	1,600	5.63%
Unallocated - Miscellaneous	0	289,560	2,500	2,500	52,500	2,500	0	0.00%
Total Expenditures	6,232,020	6,413,594	6,292,978	6,898,334	6,781,576	7,283,575	385,241	
Other Transfers Out (In)	273,308	466,069	450,000	405,000	321,100	83,900		
NET OPERATIONS:	32,920	(42,339)	11,714	548,083	(63,948)	(169,228)		
% increase (decrease) over prior year:	3.04%	2.91%	0.98%	7.56%	5.74%	7.40%		
% increase (decrease) over prior year budget:						5.58%		

Beginning Fund Balance	3,483,074	3,515,994	3,473,655	3,485,369	3,485,369	3,406,421	
Restricted			7,500	15,000	15,000	22,500	
Ending Fund Balance	3,515,994	3,473,655	3,485,369	4,033,452	3,406,421	3,214,693	
Percent of next year budget	54.8%	50.4%	51.4%	55.4%	46.8%		
Percent of same year budget						44.1%	

CITY OF ST. PETER LIBRARY

	2013 Actual	2014 Actual	2015 Actual	2016 Current Budget	2016 Projected Year End	2017 Proposed Budget	2018 Proposed Budget
Property Taxes	220,133	220,133	220,133	220,133	220,133	220,133	220,133
State Grants and Aids	45,131	45,265	45,838	45,047	45,047	46,000	46,000
Administrative Fees	0	0	0	0	0	0	0
Fines & Penalties	10,456	3,737	3,930	2,200	3,129	3,300	3,300
Interest & Misc Income	67,422	60,551	71,901	58,500	60,500	58,800	58,800
Transfer from other Funds	0	0	0	0	0	0	0
TOTAL REVENUES	343,142	329,686	341,802	325,880	328,809	328,233	328,233
Personnel Services	202,079	212,411	220,666	232,028	232,028	230,603	230,603
Office Expenses	16,027	15,059	26,019	21,500	21,500	22,800	22,800
Professional Services	68,646	73,110	72,509	72,350	71,804	76,570	76,570
Repair & Maintenance	50,151	33,165	28,658	28,525	28,541	28,575	28,575
Capital	45,383	35,238	40,916	50,830	54,207	50,025	50,025
TOTAL EXPENDITURES	382,286	368,983	388,768	405,233	408,080	408,573	408,573
NET OPERATIONS	-39,144	-39,297	-46,966	-79,353	-79,271	-80,340	-80,340
=====							
BEGINNING FUND BALANCE	388,516	349,372	310,075	263,109	263,109	183,838	103,498
ENDING FUND BALANCE-Restricted	30,576	28,365	23,524	23,524	23,524	23,524	23,524 needs more taxes/revenues or les
ENDING FUND BALANCE-Unrestricted	318,796	281,710	239,585	160,232	160,314	79,974	-366
				39.5%	39.3%	19.6%	-0.1%

CITY OF ST. PETER COMMUNITY CENTER

	2013 Actual	2014 Actual	2015 Actual	2016 Current Budget	2016 Projected Year End	2017 Proposed Budget	2018 Proposed Budget	2019 Proposed Budget	2020 Proposed Budget	2021 Proposed Budget
Property Taxes	0	0	0	0	0	0	0	0	180,000	180,000
State Grants and Aids	131	131	131	130	130	130	130	130	130	130
Interest & Misc Income	25,298	25,746	25,885	21,600	27,056	22,700	24,400	24,400	24,400	24,400
Daily/advertising/term Rents	209,287	166,056	185,916	193,244	200,900	210,359	210,359	210,359	210,359	210,359
Transfer from other Funds	145,219	144,071	142,669	91,500	91,500	50,000	36,500	0	0	0
Utility Fund Transfers	54,261	51,625	54,564	52,000	52,000	55,503	52,000	52,000	52,000	52,000
TOTAL REVENUES	434,196	387,629	409,165	358,474	371,586	338,692	323,389	286,889	466,889	466,889
Personnel Services	127,663	132,446	140,365	142,373	142,373	147,676	150,630	153,642	156,715	159,849
Office Expenses	46,739	47,201	40,633	48,300	48,300	48,600	48,600	48,600	48,600	48,600
Professional Services	128,827	130,934	130,350	137,320	136,920	145,075	145,075	145,075	145,075	145,075
Repair & Maintenance	20,512	21,328	22,544	31,000	24,000	32,000	32,000	32,000	32,000	32,000
Transfer to Other Funds	11,017	12,834	0	0	0	0	0	0	0	0
Capital	27,438	20,212	21,457	98,974	80,069	29,700	10,000	50,000	8,500	8,500
TOTAL EXPENDITURES	362,196	364,955	355,349	457,967	431,662	403,051	386,305	429,317	390,890	394,024
NET OPERATIONS	72,000	22,674	53,816	-99,493	-60,076	-64,359	-62,916	-142,428	75,999	72,865
=====										
BEGINNING FUND BALANCE	273,842	345,842	368,516	422,332	422,332	362,256	297,897	234,981	92,553	168,552
ENDING FUND BALANCE	345,842	368,516	422,332	322,839	362,256	297,897	234,981	92,553	168,552	241,417
						73.9%			43.1%	

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**City Tax Comparison (not total tax bill)
3.5% increase in tax capacity**

2017 tax capacity	5,001,895	2017 levy	\$ 2,543,337	City extension rate =	0.50847
2016 tax capacity	4,832,749	2016 levy	\$ 2,284,308	City extension rate =	0.47267

If, your taxable Market Value is	2017 tax	2016 final tax	Annual change if MV stays the same	If, your taxable Market value increased 5%	2017 tax	Annual Change from 2016
Homestead value with MV exclusion =						
\$ 60,000	183.05	170.16	12.89	63,000	192.20	22.04
\$ 76,000	231.86	215.54	16.33	79,800	243.46	27.92
\$ 100,000	364.88	339.19	25.69	105,000	392.59	53.40
\$ 150,000	642.00	596.80	45.20	157,500	683.57	86.77
\$ 250,000	1,196.24	1,112.01	84.23	262,500	1,265.52	153.51
\$ 413,800	2,104.08	1,955.93	148.15	434,490	2,218.75	262.82
4+ rental housing =						
\$ 110,000	699.15	649.92	49.23	115,500	734.11	84.19
\$ 150,000	953.39	886.26	67.13	157,500	1,001.06	114.80
\$ 200,000	1,271.19	1,181.68	89.51	210,000	1,334.75	153.06
\$ 250,000	1,588.98	1,477.10	111.88	262,500	1,668.43	191.33
Commercial/Industrial =						
\$ 150,000	1,144.07	1,063.51	80.55	157,500	1,220.34	156.83
\$ 175,000	1,398.31	1,299.85	98.46	183,750	1,487.29	187.44
\$ 200,000	1,652.54	1,536.19	116.36	210,000	1,754.24	218.05
\$ 250,000	2,161.02	2,008.86	152.16	262,500	2,288.14	279.28
\$ 1,000,000	9,788.14	9,098.95	689.19	1,050,000	10,296.61	1,197.67

15

101-GENERAL FUND

REVENUES		2016					2017	
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
<u>TAXES</u>								
31010	CURRENT PROPERTY TAX	1,282,135	1,333,157	1,345,824	1,416,614	726,522	1,416,614	1,444,614
	TOTAL TAXES	1,282,135	1,333,157	1,345,824	1,416,614	726,522	1,416,614	1,444,614
31010	CURRENT PROPERTY TAX							
<u>OTHER TAXES</u>								
31410	HOTEL/MOTEL TAX	1,795	1,857	1,855	1,700	1,068	1,700	1,800
31810	CABLE TV FRANCHISE TAX	80,853	85,795	87,260	80,000	46,188	87,000	87,000
	TOTAL OTHER TAXES	82,647	87,652	89,114	81,700	47,256	88,800	88,800
<u>LICENSES & PERMITS</u>								
32111	ON-SALE LIQUOR	16,692	16,413	14,557	13,000	12,960	13,000	13,000
32112	CLUB LICENSES	0	0	0	0	0	0	0
32113	SUNDAY ON-SALE	2,250	2,167	1,900	1,800	2,000	1,800	1,800
32114	BOTTLE CLUB LICENSES	0	0	0	0	0	0	0
32115	WINE LICENSES	650	295	265	265	265	265	265
32116	OFF-SALE LIQUOR	1,150	900	825	750	900	900	900
32117	ON-SALE 3.2 BEER-ANNUAL	795	680	530	530	530	530	530
32118	ON-SALE 3.2 BEER-TEMPORARY	625	550	250	300	260	300	250
32119	OFF-SALE 3.2 BEER-ANNUAL	600	605	750	750	750	750	750
32163	TREE WORKERS	200	355	660	500	510	500	500
32164	PEDDLERS	825	275	275	250	550	250	250
32165	HOME OCCUPATION	0	0	0	0	0	0	0
32166	WASTE HAULERS	360	360	360	360	0	360	360
32171	AMUSEMENT DEVICES	45	60	105	45	0	45	45
32172	JUKE BOX	0	0	0	0	0	0	0
32173	BOWLING	0	0	0	0	0	0	0
32174	GAMBLING	275	325	275	200	250	200	200
32175	DANCE	165	210	45	180	90	180	180
32176	FIRE WORKS	0	0	0	0	0	0	0
32177	SHOWS	265	315	505	250	80	250	250
32180	TOBACCO	1,250	1,000	1,450	900	350	900	1,300
32181	SOFT DRINK	920	950	950	950	180	950	850
32182	RENTAL HOUSING PERMITS	22,450	28,956	19,409	30,000	7,696	30,000	29,000
32184	MOBILE HM INSTALLATION PERM	45	0	350	0	0	0	0
32186	FIRE INSPECTIONS	360	330	150	200	135	200	200
32211	BUILDING/DEMOLITION PERMITS	117,828	236,282	170,711	1,400,000	281,436	389,583	200,000
32212	STATE SURCHARGES	8,828	11,538	4,896	4,500	10,389	8,000	4,500
32213	PLUMBER PERMIT/LICENSE	3,654	6,482	3,110	3,000	3,795	3,743	3,000
32214	MECHANICAL PERMITS	2,770	4,741	15,448	2,000	8,434	7,964	2,000
32215	SIGN PERMIT	1,310	1,210	400	800	710	800	600
32241	DOG LICENSES	6,498	303	5,981	300	352	305	6,000
32242	CAT LICENSE	60	1,123	55	1,200	1,221	1,206	60
32243	PUBLICATION FEE	125	0	0	0	0	0	0

PERMANENT NOTES:
 PAID JUNE AND DECEMBER OF EACH YEAR

91

101-GENERAL FUND

REVENUES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016			2017	
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
34107 ASSESSMENT SEARCHES	PERMANENT NOTES: 2011 fee increase							
<u>POLICE & FIRE</u>								
34203 POLICE REPORT	677	792	803	700	434	700	700	700
34211 INVESTIGATIONS	700	605	430	400	150	400	400	400
34213 ANIMAL CONTROL FEES	0	0	0	0	0	0	0	0
34214 OTHER POLICE CHARGES	64,216	64,410	68,644	62,000	68,201	67,866	62,000	66,000
34215 IMPOUND FEES	150	210	80	0	80	80	0	0
34216 BICYCLE FEES	11	14	16	50	13	50	50	50
34217 DMV RECORDS	75	35	25	50	10	50	50	50
34221 FIRE CONTRACTS	68,286	72,436	71,088	60,000	19,000	60,000	70,000	70,000
34222 OTHER FIRE CHARGES	230	225	300	0	160	160	0	0
TOTAL POLICE & FIRE	134,344	138,727	141,386	123,200	88,047	129,306	133,200	137,200
34214 OTHER POLICE CHARGES	PERMANENT NOTES: GAC; Police Liason							
<u>STREETS/REFUSE SALES</u>								
34301 STREET, SIDEWALK, CURB REPAIR	17,595	16,690	17,730	14,000	15,625	14,000	14,000	14,000
34303 MATERIAL SALES	399	965	0	0	1,600	0	0	0
34304 EQUIPMENT RENTALS	0	0	310	0	0	0	0	0
34305 R-O-W INSPECTIONS	0	500	0	0	0	0	0	0
34402 STREET SANITATION CHARGES	0	580	0	0	0	0	0	0
34405 WEED/SNOW REMOVAL CHARGES	2,070	2,275	800	800	480	800	800	800
TOTAL STREETS/REFUSE SALES	20,064	21,010	18,840	14,800	17,705	14,800	14,800	14,800
34301 STREET, SIDEWALK, CURB REPAIR	PERMANENT NOTES: \$14,000 - GAC Donation.							
<u>RECREATION</u>								
34700 CULTURE-REC CHARGES FOR SERVIC	103,609	94,144	101,660	95,000	63,634	90,000	95,000	95,000
34710 SENIOR REVENUES	1,614	2,163	4,915	2,500	2,693	4,535	2,500	2,500
34720 SWIMMING POOL FEES	46,391	44,713	48,368	45,500	46,299	48,000	45,500	45,500
34740 PARK & RECREATION CONCESSIONS	12,022	12,124	14,583	11,000	11,565	12,125	11,000	11,000
34780 PARK FEES	2,174	3,256	2,503	2,500	3,538	3,418	2,500	47,500
34791 CAMPGROUND FEES	8,099	7,781	15,365	7,000	8,313	7,000	7,000	7,000
34900 OTHER RECREATION REVENUES	13,000	3,000	3,000	3,000	0	3,000	3,000	3,000
TOTAL RECREATION	186,909	167,181	190,393	166,500	136,042	168,078	166,500	211,500
34780 PARK FEES	PERMANENT NOTES: 2017 -1st payment from school dist for field maint at new school/park facility.							

101-GENERAL FUND

REVENUES		(----- 2016 -----)					(----- 2017 -----)	
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
FINES & PENALTIES								
35101	COURT FINES	73,073	63,637	54,079	65,000	29,195	50,000	50,000
35102	PARKING FINES	2,896	3,378	2,200	4,000	1,104	2,500	4,000
35103	FINES AND PENALTIES	0	0	0	0	0	0	0
35104	TOBACCO ADMIN. PENALTY	0	0	0	0	0	0	0
	TOTAL FINES & PENALTIES	75,969	67,015	56,279	69,000	30,299	52,500	54,000
MISCELLANEOUS								
36101	SPECIAL ASSESSMENT PRINCIPAL	7,347	7,182	2,054	2,000	1,173	2,000	2,000
36102	SPECIAL ASSESSMENT INTEREST	0	0	0	0	0	0	0
36111	LOAN PRINCIPAL PAYMENTS	0	0	0	0	0	0	0
36112	LOAN INTEREST PAYMENTS	0	0	0	0	0	0	0
36200	MISCELLANEOUS REVENUES	20,555	20,576	14,880	4,500	2,830	4,500	4,500
	TOTAL MISCELLANEOUS	27,902	27,757	16,934	6,500	4,003	6,500	6,500
INTEREST INCOME								
36210	INTEREST EARNINGS	2,858	17,576	18,391	17,000	8,791	17,000	17,000
36215	MISCELLANEOUS RENTALS	667	101	303	252	202	252	202
	TOTAL INTEREST INCOME	3,525	17,677	18,694	17,252	8,993	17,252	17,202
RENTAL INCOME								
36223	RENT- AG LAND	0	0	0	0	0	0	0
	TOTAL RENTAL INCOME	0	0	0	0	0	0	0
DONATIONS & REFUNDS								
36230	CONTRIBUTION & DONATIONS FROM	2,100	300	600	0	22,500	22,500	7,500
36231	RECREATION CONTRIBUTIONS	0	0	0	0	0	0	0
36241	VENDING MACHINE COMMISSIONS	0	0	0	0	0	0	0
36250	REFUNDS & REIMBURSEMENTS	94,116	60,936	111,026	18,000	8,254	18,000	20,000
	TOTAL DONATIONS & REFUNDS	96,216	61,236	111,626	18,000	30,754	40,500	27,500
36230	CONTRIBUTION & DONATIONS FROM							
	NEXT YEAR NOTES:							
	Soccer assoc for rink							
FIXED ASSET DISPOSAL								
39101	SALE OF GENERAL FIXED ASSET	14,065	5,934	7,118	0	2,247	2,247	0
39102	COMPENSATION FOR LOSS OF GENER	0	0	0	0	0	0	0
	TOTAL FIXED ASSET DISPOSAL	14,065	5,934	7,118	0	2,247	2,247	0
TRANSFER FROM OTHER FUND								
39200	TRANSFERS FROM OTHER FUNDS	0	0	10,053	0	0	0	25,000
	TOTAL TRANSFER FROM OTHER FUND	0	0	10,053	0	0	0	25,000

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CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND

REVENUES				2016			2017	
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>TRANSFER</u>								
39221 CASH TRANSFER	1,028,461	1,081,678	1,000,000	1,000,000	656,436	1,000,000	1,000,000	1,138,000
39222 UTILITY CHARGE REIMBURSEMENT	<u>311,778</u>	<u>315,982</u>	<u>299,240</u>	<u>300,000</u>	<u>177,438</u>	<u>300,000</u>	<u>309,000</u>	<u>309,000</u>
TOTAL TRANSFER	1,340,239	1,397,660	1,299,239	1,300,000	833,874	1,300,000	1,309,000	1,447,000
TOTAL REVENUES	6,538,250	6,837,325	6,754,692	7,851,417	4,019,101	7,038,728	6,759,797	7,198,247

20

101-GENERAL FUND
 MAYOR & COUNCIL
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)	
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>PERSONNEL SERVICES</u>								
41110-100	MAYOR & COUNCIL WAGES	29,913	30,188	29,913	44,000	29,333	44,000	44,000
41110-121	MAYOR & COUNCIL PERA CONTR	882	888	882	1,300	667	1,000	1,000
41110-122	MAYOR & COUNCIL FICA CONTR	761	771	761	1,116	992	1,488	1,488
41110-126	MAYOR & COUNCIL MEDICARE C	433	438	434	638	425	638	638
41110-131	MAYOR & COUNCIL HEALTH INS	0	0	0	0	0	0	0
41110-133	MAYOR & COUNCIL LIFE INSUR	0	0	0	0	0	0	0
41110-151	MAYOR & COUNCIL WORKERS CO	52	74	84	164	100	164	178
	TOTAL PERSONNEL SERVICES	32,042	32,358	32,074	47,218	31,518	47,218	47,304
41110-100	MAYOR & COUNCIL WAGES							
	PERMANENT NOTES:							
	Council will review wages in odd year and if change is made it will take place in the following year.							
<u>OFFICE EXPENSES</u>								
41110-200	MAYOR & COUNCIL OFFICE SUP	211	72	283	200	174	200	200
41110-210	MAYOR & COUNCIL OPERATING	5	0	394	100	159	100	100
	TOTAL OFFICE EXPENSES	215	72	677	300	334	400	300
<u>PROFESSIONAL SERVICES</u>								
41110-300	MAYOR & COUNCIL PROFESSION	50	0	1,788	2,500	0	2,500	2,500
41110-321	MAYOR & COUNCIL TELEPHONE	0	0	0	0	0	0	0
41110-322	MAYOR & COUNCIL POSTAGE	6	2	374	0	0	0	0
41110-331	MAYOR & COUNCIL TRAVEL & T	2,779	3,815	6,243	4,000	2,038	4,000	6,500
41110-351	MAYOR & COUNCIL LEGAL NOTI	0	0	152	0	0	0	0
41110-354	MAYOR & COUNCIL PRINTING &	0	0	0	0	0	0	0
41110-360	MAYOR & COUNCIL INSURANCE	333	379	331	380	288	380	308
	TOTAL PROFESSIONAL SERVICES	3,168	4,196	8,888	6,880	2,326	6,788	9,308
41110-331	MAYOR & COUNCIL TRAVEL & T							
	PERMANENT NOTES:							
	Council of Greater MN Cities; American Public Power Assoc; League of MN Cities conferences.							
<u>REPAIR & MAINTENANCE</u>								
41110-430	MAYOR & COUNCIL MISCELLANE	85	0	0	0	0	0	0
41110-433	MAYOR & COUNCIL DUES & SUB	1,652	1,552	1,619	1,750	1,601	1,750	1,750
	TOTAL REPAIR & MAINTENANCE	1,737	1,552	1,619	1,750	1,601	1,750	1,750
41110-430	MAYOR & COUNCIL MISCELLANENEXT YEAR NOTES:							
	no amount budgeted for the expense for the Traverser Green subd incentive of \$2500/new home buyer that is an employee.							
41110-433	MAYOR & COUNCIL DUES & SUB							
	PERMANENT NOTES:							
	Sister Cities, LMC, Chamber memberships.							

CITY OF ST. PETER
APPROVED BUDGET
AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
MAYOR & COUNCIL
EXPENDITURES

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	(----- 2016 -----) CURRENT BUDGET	(----- 2016 -----) Y-T-D ACTUAL	(----- 2016 -----) PROJECTED YEAR END	(----- 2017 -----) REQUESTED BUDGET	(----- 2017 -----) APPROVED BUDGET
<u>CAPITAL</u>								
41110-570 MAYOR & COUNCIL EQUIPMENT	0	0	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0	0	0
TOTAL MAYOR & COUNCIL	37,163	38,177	43,258	56,148	35,778	56,156	58,734	58,672

22

101-GENERAL FUND
 CITY ADMINISTRATION
 EXPENDITURES

		----- 2016 -----					----- 2017 -----		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
41320-100	CITY ADMIN WAGES	103,993	109,361	119,657	128,558	84,216	128,558	131,776	131,776
41320-102	CITY ADMIN WAGES-OVERTIME	4,132	4,399	4,778	4,689	2,000	4,689	4,822	4,822
41320-112	CITY ADMIN CAR ALLOWANCE	2,160	2,160	2,160	2,178	1,440	2,178	2,178	2,178
41320-121	CITY ADMIN PERA CONTRIBUTI	7,853	8,137	9,286	9,994	6,016	9,994	10,245	10,245
41320-122	CITY ADMIN FICA CONTRIBUTI	6,578	6,856	7,572	8,261	4,906	8,261	8,469	8,469
41320-126	CITY ADMIN MEDICARE CONTRI	1,538	1,603	1,771	1,932	1,147	1,932	1,981	1,981
41320-131	CITY ADMIN HEALTH INSURANC	16,929	17,238	16,905	19,128	13,159	19,128	21,227	21,932
41320-132	CITY ADMIN DENTAL INSURANC	891	1,055	1,035	1,498	711	1,498	1,498	1,498
41320-133	CITY ADMIN LIFE INSURANCE	37	37	34	35	23	35	35	35
41320-134	CITY ADMIN DISABILITY INSU	0	0	0	0	0	0	0	0
41320-142	CITY ADMIN UNEMPLOYMENT-DI	0	0	0	0	0	0	0	0
41320-151	CITY ADMIN WORKERS COMPENS	605	571	657	1,024	626	1,024	941	997
TOTAL PERSONNEL SERVICES		144,716	151,416	163,855	177,297	114,243	177,297	183,172	183,933
OFFICE EXPENSES									
41320-200	CITY ADMIN OFFICE SUPPLIES	3,303	2,002	2,387	2,750	3,031	3,031	2,750	2,750
41320-210	CITY ADMIN OPERATING SUPPL	1,769	180	724	350	917	908	350	350
41320-211	CITY ADMIN MOTOR FUELS	0	0	0	0	0	0	0	0
41320-220	CITY ADMIN REPAIR & MAINT	0	0	0	300	0	300	300	300
TOTAL OFFICE EXPENSES		5,072	2,182	3,111	3,400	3,948	4,239	3,400	3,400
PROFESSIONAL SERVICES									
41320-300	CITY ADMIN PROFESSIONAL SE	2,981	1,460	13,216	6,000	4,120	6,000	4,000	4,000
41320-321	CITY ADMIN TELEPHONE	1,513	1,621	1,360	1,800	760	1,800	1,800	1,800
41320-322	CITY ADMIN POSTAGE	380	306	278	700	143	700	700	700
41320-331	CITY ADMIN TRAVEL & TRAINI	10,884	4,215	4,741	4,000	3,768	4,000	5,000	5,000
41320-340	CITY ADMIN ADVERTISING	1,701	1,116	0	750	0	750	750	750
41320-351	CITY ADMIN LEGAL NOTICES	0	0	393	500	0	500	500	500
41320-354	CITY ADMIN PRINTING & BIND	0	0	0	100	0	100	100	100
41320-360	CITY ADMIN INSURANCE	1,932	2,198	2,221	2,420	1,906	1,906	2,420	2,039
TOTAL PROFESSIONAL SERVICES		19,390	10,916	22,210	16,270	10,699	15,756	15,270	14,889
41320-331	CITY ADMIN TRAVEL & TRAINI	NEXT YEAR NOTES: impact of Nat'l League of Cities and American Public Power Assoc.							
REPAIR & MAINTENANCE									
41320-404	CITY ADMIN EQUIP-REP&MAINT	459	926	308	500	807	807	500	500
41320-415	CITY ADMIN EQUIPMENT RENTA	0	0	0	0	0	0	0	0
41320-430	CITY ADMIN MISCELLANEOUS	0	12,796	7,109	0	0	0	0	0
41320-433	CITY ADMIN DUES & SUBSCRIP	315	255	341	300	35	300	300	300
TOTAL REPAIR & MAINTENANCE		774	13,976	7,758	800	842	1,107	800	800
41320-433	CITY ADMIN DUES & SUBSCRIP	PERMANENT NOTES:							

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 CITY ADMINISTRATION
 EXPENDITURES

	(----- 2016 -----) (----- 2017 -----)							
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
MN City/County Management Assoc.; Intern'l clerk and the Clerk Assoc-Barbara;								
<u>CAPITAL</u>								
41320-570 CITY ADM OFFICE EQUIP&FURN	0	1,131	0	0	0	0	0	0
TOTAL CAPITAL	0	1,131	0	0	0	0	0	0
TOTAL CITY ADMINISTRATION	169,953	179,621	196,934	197,767	129,732	198,399	202,642	203,022

24

101-GENERAL FUND
 CITY CLERK
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
41400-100	CITY CLERK WAGES	43,736	45,092	45,615	49,672	30,875	49,672	51,088	51,088
41400-102	CITY CLERK OVERTIME WAGES	0	39	0	0	0	0	0	0
41400-121	CITY CLERK PERA CONTRIBUTI	3,172	3,277	3,423	3,725	2,180	3,725	3,832	3,832
41400-122	CITY CLERK FICA CONTRIBUTI	2,587	2,693	2,707	3,080	1,747	3,080	3,167	3,167
41400-126	CITY CLERK MEDICARE CONTRI	605	630	633	720	409	720	741	741
41400-131	CITY CLERK HEALTH INSURANC	7,072	7,018	6,962	8,027	5,517	8,027	8,806	9,067
41400-132	CITY CLERK DENTAL INSURANC	0	0	0	0	0	0	0	0
41400-133	CITY CLERK LIFE INSURANCE	22	23	21	22	14	22	22	22
41400-134	CITY CLERK DISABILITY INSU	0	0	0	0	0	0	0	0
41400-151	CITY CLERK WORKERS COMPENS	258	246	286	386	236	386	356	377
TOTAL PERSONNEL SERVICES		57,453	59,017	59,645	65,632	40,976	65,632	68,012	68,294
OFFICE EXPENSES									
41400-200	CITY CLERK OFFICE SUPPLIES	1,422	1,646	1,312	1,800	721	1,800	1,800	1,800
41400-210	CITY CLERK OPERATING SUPPL	1,137	342	430	300	173	300	300	300
TOTAL OFFICE EXPENSES		2,559	1,988	1,742	2,100	894	2,100	2,100	2,100
PROFESSIONAL SERVICES									
41400-300	CITY CLERK PROFESSIONAL SE	331	239	243	240	683	683	240	240
41400-321	CITY CLERK TELEPHONE	185	471	174	190	87	190	190	190
41400-322	CITY CLERK POSTAGE	276	191	229	250	68	250	250	250
41400-331	CITY CLERK TRAVEL & TRAINI	0	0	0	500	0	500	500	500
41400-351	CITY CLERK LEGAL NOTICES &	248	181	717	200	203	200	200	200
41400-354	CITY CLERK PRINTING & BIND	0	0	0	0	0	0	0	0
41400-360	CITY CLERK INSURANCE	0	0	0	0	0	0	0	0
TOTAL PROFESSIONAL SERVICES		1,040	1,082	1,363	1,380	1,040	1,823	1,380	1,380
REPAIR & MAINTENANCE									
41400-404	CITY CLERK EQUIP-REP&MAINT	6	0	0	0	746	25	0	0
41400-430	CITY CLERK MISCELLANEOUS	0	0	0	0	0	0	0	0
41400-433	CITY CLERK DUES & SUBSCRIP	0	0	0	0	0	0	0	0
TOTAL REPAIR & MAINTENANCE		6	0	0	0	746	25	0	0
CAPITAL									
41400-570	CITY CLERK OFFICE EQUIPMEN	0	600	0	0	0	0	0	0
TOTAL CAPITAL		0	600	0	0	0	0	0	0
TOTAL CITY CLERK		61,058	62,688	62,750	69,112	43,656	69,580	71,492	71,774

22

101-GENERAL FUND
 ELECTIONS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
41410-100	ELECTIONS WAGES	12,432	12,174	15,519	15,000	2,194	15,000	15,375	15,375
41410-121	ELECTIONS PERA CONTRIBUTIO	88	93	220	120	100	120	225	225
41410-122	ELECTIONS FICA CONTRIBUTIO	72	77	175	95	81	95	180	180
41410-126	ELECTIONS MEDICARE CONTRIB	17	18	41	25	19	25	45	45
41410-131	ELECTIONS HEALTH INSURANCE	161	135	341	200	60	200	345	345
41410-132	ELECTIONS DENTAL INSURANCE	2	11	15	2	1	2	15	15
41410-133	ELECTIONS LIFE INSURANCE	0	1	1	0	0	0	1	1
TOTAL PERSONNEL SERVICES		12,771	12,509	16,311	15,442	2,453	15,442	16,186	16,186
41410-100	ELECTIONS WAGES	CURRENT YEAR NOTES: Presidential election							
41410-100	ELECTIONS WAGES	NEXT YEAR NOTES: Proposed 2.5% increase to \$10.25							
OFFICE EXPENSES									
41410-210	ELECTIONS OPERATING SUPPLI	1,666	736	499	600	230	600	600	600
TOTAL OFFICE EXPENSES		1,666	736	499	600	230	600	600	600
PROFESSIONAL SERVICES									
41410-300	ELECTIONS PROFESSIONAL SER	5,927	857	4,553	6,700	0	6,700	6,700	6,700
41410-331	ELECTIONS TRAVEL & TRAININ	44	31	29	100	265	265	100	100
41410-351	ELECTIONS LEGAL NOTICES &	392	0	738	5,000	0	5,000	5,000	5,000
41410-354	ELECTIONS PRINTING & BINDI	1,643	0	4,460	1,600	0	1,600	1,600	1,600
TOTAL PROFESSIONAL SERVICES		8,006	889	9,780	13,400	265	13,565	13,400	13,400
REPAIR & MAINTENANCE									
41410-416	ELECTIONS REPAIR & MAINT C	0	0	0	1,000	0	1,000	800	800
TOTAL REPAIR & MAINTENANCE		0	0	0	1,000	0	1,000	800	800
41410-416	ELECTIONS REPAIR & MAINT C	PERMANENT NOTES: maintenance agmt on voting equipment.							
CAPITAL									
41410-570	ELECTIONS OFFICE EQUIPMENT	0	0	0	0	0	0	40,000	0
TOTAL CAPITAL		0	0	0	0	0	0	40,000	0
41410-570	ELECTIONS OFFICE EQUIPMENT	NEXT YEAR NOTES: Voting Equipment replacement moved to equip cert.							
TOTAL ELECTIONS		22,443	14,134	26,590	30,442	2,948	30,607	70,986	30,986

20

101-GENERAL FUND
 FINANCE
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
41520-100	FINANCE WAGES	124,145	131,670	136,163	150,641	94,010	150,641	157,878	157,878
41520-102	FINANCE WAGES - OVERTIME	47	0	0	0	12	0	0	0
41520-121	FINANCE PERA CONTRIBUTIONS	9,015	9,548	10,213	11,230	6,635	11,230	11,773	11,773
41520-122	FINANCE FICA CONTRIBUTIONS	7,247	7,745	8,069	9,340	5,228	9,340	9,788	9,788
41520-126	FINANCE MEDICARE CONTRIBUT	1,695	1,811	1,887	2,184	1,223	2,184	2,289	2,289
41520-131	FINANCE HEALTH INSURANCE	38,914	39,445	39,034	45,517	29,726	45,517	50,512	52,190
41520-132	FINANCE DENTAL INSURANCE	2,352	2,706	2,563	2,379	1,695	2,379	2,379	2,379
41520-133	FINANCE LIFE INSURANCE	56	59	51	55	34	55	55	55
41520-151	FINANCE WORKERS COMPENSATI	711	674	864	1,164	711	1,164	1,094	1,159
TOTAL PERSONNEL SERVICES		184,182	193,658	198,843	222,510	139,274	222,510	235,768	237,511

OFFICE EXPENSES

41520-200	FINANCE OFFICE SUPPLIES	4,303	2,132	1,426	2,500	1,030	2,500	2,500	2,500
41520-210	FINANCE OPERATING SUPPLIES	1,475	801	1,393	1,000	714	1,000	1,000	1,000
TOTAL OFFICE EXPENSES		5,778	2,933	2,819	3,500	1,744	3,500	3,500	3,500

41520-210 FINANCE OPERATING SUPPLIES PERMANENT NOTES:
 anti virus renewal every other year.

PROFESSIONAL SERVICES

41520-300	FINANCE PROFESSIONAL SERVI	19,994	22,091	24,932	32,000	19,721	32,000	36,000	36,000
41520-321	FINANCE TELEPHONE	1,855	1,905	1,771	2,000	951	2,000	2,000	2,000
41520-322	FINANCE POSTAGE	1,523	1,849	1,920	1,950	846	1,950	1,950	1,950
41520-331	FINANCE TRAVEL & TRAINING	946	428	951	1,620	554	1,620	1,620	1,620
41520-340	FINANCE ADVERTISING	0	53	80	400	0	400	400	400
41520-351	FINANCE LEGAL NOTICES & PU	0	59	0	1,000	420	1,000	1,000	1,000
41520-354	FINANCE PRINTING & BINDING	0	0	0	100	0	100	100	100
41520-360	FINANCE INSURANCE	1,712	1,947	2,025	2,230	1,588	2,230	2,230	1,699
TOTAL PROFESSIONAL SERVICES		26,029	28,332	31,679	41,300	24,079	41,300	45,300	44,769

41520-300 FINANCE PROFESSIONAL SERVICE PERMANENT NOTES:
 audit report; tif report; debt disclosure filing; payroll
 ach; select acct fee.

41520-300 FINANCE PROFESSIONAL SERVICE NEXT YEAR NOTES:
 \$6000 (all budgets) upgrade the website. Update existing
 website to be mobile responsive. Update existing website to
 a newer version of Drupal secure. Drupal version 6 is our
 current version and it has been discontinued and our
 site should be upgraded to maintain site security.

41520-331 FINANCE TRAVEL & TRAINING PERMANENT NOTES:
 GFOA (2); payroll seminars; software training

101-GENERAL FUND
 FINANCE
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)	
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>REPAIR & MAINTENANCE</u>								
41520-404	FINANCE EQUIP-REP&MAINT	5,216	8,830	4,956	5,500	7,144	5,500	5,500
41520-430	FINANCE MISCELLANEOUS	1	1	1	0 (1)	0	0
41520-433	FINANCE DUES & SUBSCRIPTIO	<u>60</u>	<u>60</u>	<u>120</u>	<u>100</u>	<u>175</u>	<u>175</u>	<u>175</u>
TOTAL REPAIR & MAINTENANCE		5,277	8,891	5,078	5,600	7,319	5,675	5,675
41520-404	FINANCE EQUIP-REP&MAINT	PERMANENT NOTES: software maint.						
41520-433	FINANCE DUES & SUBSCRIPTIO	PERMANENT NOTES: GFOA, american express						
<u>CAPITAL</u>								
41520-570	FINANCE OFFICE EQUIPMENT &	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
TOTAL CAPITAL		0	0	0	0	0	5,000	5,000
41520-570	FINANCE OFFICE EQUIPMENT &	NEXT YEAR NOTES: finance software (TOP)						
TOTAL FINANCE		221,268	233,813	238,418	272,910	172,415	295,243	296,455

82

101-GENERAL FUND
 LEGAL SERVICES
 EXPENDITURES

	(----- 2016 -----) (----- 2017 -----)							
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>PERSONNEL SERVICES</u>								
41610-131 LEGAL SERVICES HEALTH INSU	0	0	0	0	0	0	0	0
41610-132 LEGAL SERVICES DENTAL INSU	0	0	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0	0	0
<u>PROFESSIONAL SERVICES</u>								
41610-300 LEGAL - PROFESSIONAL CIVIL	34,873	28,781	30,206	25,000	20,537	25,000	25,000	25,000
41610-301 LEGAL -PROFESSIONAL - CRIM	95,133	111,626	100,675	115,000	65,105	115,000	115,000	115,000
41610-331 LEGAL SERVICES TRAVEL & TR	0	0	0	0	(148)	0	0	0
TOTAL PROFESSIONAL SERVICES	130,006	140,406	130,880	140,000	85,494	140,000	140,000	140,000
<u>REPAIR & MAINTENANCE</u>								
41610-433 LEGAL SERVICES DUES & SUBS	0	0	0	1,000	0	1,000	1,000	1,000
TOTAL REPAIR & MAINTENANCE	0	0	0	1,000	0	1,000	1,000	1,000
41610-433 LEGAL SERVICES DUES & SUBSPERMANENT NOTES:	part of City Attorney contract for Municipal Attorney workshop and publications.							
<u>CAPITAL</u>								
41610-570 LEGAL FURNITURE & FIXTURES	0	0	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0	0	0
TOTAL LEGAL SERVICES	130,006	140,406	130,880	141,000	85,494	141,000	141,000	141,000

101-GENERAL FUND
 MUNICIPAL BUILDING
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
PERSONNEL SERVICES									
41940-100	MUNI BLDG WAGES	25,255	25,845	28,193	26,576	18,046	26,576	27,833	27,833
41940-102	MUNI BLDG WAGES-OVERTIME	0	0	27	236	14	236	254	254
41940-121	MUNI BLDG PERA CONTRIBUTIO	1,831	1,876	2,117	2,011	1,276	2,011	2,107	2,107
41940-122	MUNI BLDG FICA CONTRIBUTIO	1,403	1,412	1,565	1,662	940	1,662	1,741	1,741
41940-126	MUNI BLDG MEDICARE CONTRIB	328	330	366	389	220	389	407	407
41940-131	MUNI BLDG HEALTH INSURANCE	11,965	11,801	12,588	12,864	8,907	12,864	14,368	14,874
41940-132	MUNI BLDG DENTAL INSURANCE	804	785	839	655	530	655	655	655
41940-133	MUNI BLDG LIFE INSURANCE	17	17	17	15	11	15	15	15
41940-151	MUNI BLDG WORKERS COMPENSA	801	987	1,145	1,542	942	1,542	1,408	1,492
TOTAL PERSONNEL SERVICES		42,403	43,053	46,857	45,950	30,886	45,950	48,788	49,378
OFFICE EXPENSES									
41940-200	MUNI BLDG OFFICE SUPPLIES	45	51	28	250	0	250	250	250
41940-210	MUNI BLDG OPERATING SUPPLI	5,023	1,885	5,603	2,200	2,784	2,704	2,200	2,200
41940-211	MUNI BLDG MOTOR FUELS	0	0	0	0	0	0	0	0
41940-220	MUNI BLDG REP&MAINT SUPPLI	0	0	80	0	0	0	0	0
TOTAL OFFICE EXPENSES		5,068	1,935	5,711	2,450	2,784	2,954	2,450	2,450
PROFESSIONAL SERVICES									
41940-300	MUNI BLDG PROFESSIONAL SER	295	112	165	500	11	500	500	1,500
41940-321	MUNI BLDG TELEPHONE	821	860	1,198	900	570	900	900	900
41940-331	MUNI BLDG TRAVEL&TRAINING	0	45	0	0	0	0	0	0
41940-340	MUNI BLDG ADVERTISING	0	0	0	0	0	0	0	0
41940-354	MUNI BLDG PRINTING&BINDING	0	0	0	0	0	0	0	0
41940-360	MUNI BLDG INSURANCE	786	879	891	980	762	762	980	815
41940-380	MUNI BLDG UTILITIES	37,112	40,058	40,995	41,500	24,745	41,500	41,500	38,830
TOTAL PROFESSIONAL SERVICES		39,015	41,953	43,249	43,880	26,088	43,662	43,880	42,045
41940-300	MUNI BLDG PROFESSIONAL SER	NEXT YEAR NOTES: Furniture move in/out for carpet in officers room: \$1000							
REPAIR & MAINTENANCE									
41940-401	MUNI BLDG-BLDG REP&MAINT	337	7,947	66,179	18,000	855	18,000	7,000	20,000
41940-404	MUNI BLDG EQUIP-REP&MAINT	5,044	2,193	4,252	5,000	8,283	5,000	5,000	34,600
41940-430	MUNI BLDG MISC	0	0	0	0	0	0	0	0
TOTAL REPAIR & MAINTENANCE		5,381	10,139	70,431	23,000	9,138	23,000	12,000	54,600
41940-401	MUNI BLDG-BLDG REP&MAINT	NEXT YEAR NOTES: add'l maintenance of ceiling tiles, plumbing and fixtures, paint.							
41940-404	MUNI BLDG EQUIP-REP&MAINT	NEXT YEAR NOTES: Move hallway door: \$4,600 Improve security at PD entrance: replace sliding window with							

30

101-GENERAL FUND
 MUNICIPAL BUILDING
 EXPENDITURES

		(----- 2016 -----)			(----- 2017 -----)			
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
slotted window, etc.		\$10,000						
Replace PD garage doors:		\$15,000						
CAPITAL								
41940-570	MUNI BLDG OFFICE EQUIP&FUR	0	0	0	0	0	0	10,000
41940-580	MUNICIPAL BUILDING OTHER E	0	570	0	0	0	49,500	0
TOTAL CAPITAL		0	570	0	0	0	49,500	10,000
41940-570	MUNI BLDG OFFICE EQUIP&FURNEXT YEAR NOTES:							
	Carpet Officer Room and stairs:	\$10,000						
41940-580	MUNICIPAL BUILDING OTHER ENEXT YEAR NOTES:							
	Replace HVAC on south end of City Hall (if included in ameresco analysis)	\$49,500.						
<hr/>								
TOTAL MUNICIPAL BUILDING		91,866	97,651	166,248	115,280	68,896	115,566	156,618
								158,473

101-GENERAL FUND
 POLICE
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
42100-100	POLICE WAGES	1,159,926	1,192,032	1,192,503	1,266,836	786,824	1,266,836	1,327,992	1,327,992
42100-102	POLICE WAGES - OVERTIME	72,016	112,860	107,576	69,305	58,406	69,305	73,351	73,351
42100-103	POLICE OVERTIME-COP GRANT	0	0	0	0	0	0	0	0
42100-121	POLICE PERA CONTRIBUTIONS	157,458	171,813	184,531	189,813	112,626	189,813	199,460	199,460
42100-122	POLICE FICA CONTRIBUTIONS	16,522	17,070	17,449	18,986	10,451	18,986	19,639	19,639
42100-126	POLICE MEDICARE CONTRIBUTI	16,173	17,397	18,224	18,237	11,008	18,237	19,075	19,075
42100-131	POLICE HEALTH INSURANCE	301,624	307,108	293,297	334,937	227,244	334,937	372,919	385,688
42100-132	POLICE DENTAL INSURANCE	19,170	19,461	18,515	17,785	12,534	17,785	17,785	17,785
42100-133	POLICE LIFE INSURANCE	438	439	407	413	275	413	413	413
42100-142	POLICE UNEMPLOYMENT	0	0	0	0	0	0	0	0
42100-151	POLICE WORKERS COMPENSATIO	24,563	25,894	30,260	40,176	24,548	40,176	47,263	50,070
TOTAL PERSONNEL SERVICES		1,767,890	1,864,075	1,862,761	1,956,488	1,243,917	1,956,488	2,077,897	2,093,473
OFFICE EXPENSES									
42100-200	POLICE OFFICE SUPPLIES	2,412	1,741	2,063	3,200	1,372	3,200	3,200	3,200
42100-210	POLICE OPERATING SUPPLIES	8,517	6,129	10,609	9,000	6,680	9,000	22,160	22,300
42100-211	POLICE MOTOR FUELS	38,763	34,656	22,982	35,000	10,900	25,000	35,000	35,000
42100-220	POLICE REPAIR & MAINT. SUP	6,497	2,649	3,671	4,500	1,786	4,500	4,500	4,500
42100-222	POLICE UNIFORMS	17,471	21,377	18,828	19,300	11,158	19,300	24,160	24,160
TOTAL OFFICE EXPENSES		73,660	66,553	58,152	71,000	31,896	61,000	89,020	89,160
42100-210	POLICE OPERATING SUPPLIES	NEXT YEAR NOTES: 4 cases of FoF Blue Marking 500 rds @\$267.75 = \$1071 2 cases of FoF Blanks 500 rds per case \$230 = \$460 AR500 1/2" steel 12x20 target \$140 6 RED LED Stop Signs: brdwy/sunrise (4) & traverse/nicollet (2)@\$1520 Total \$9120 2 Yellow LED Ped crossing signs at Jefferson/arborview @1520 Total \$3040							
42100-211	POLICE MOTOR FUELS	PERMANENT NOTES: 10 Vehicles : average fleet mileage of 12,000 per vehicle per year = 132,000 fleet miles.							
42100-220	POLICE REPAIR & MAINT. SUP	SUPPERMANENT NOTES: \$800 1st yr, \$1,500 2nd yr, \$2,250 3rd yr of service/squad							
42100-222	POLICE UNIFORMS	NEXT YEAR NOTES: Personal Protection Equipment: 4 Force on Force vests w/groin protectors @\$89.99= \$360 14 Armour Plates and carriers \$4,500							

32

101-GENERAL FUND
 POLICE
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
Drug Task Force; SWAT TEAM; Shared Records									
<u>CAPITAL</u>									
42100-550	POLICE MOTOR VEHICLES	0	0	0	0	0	0	0	0
42100-570	POLICE OFFICE EQUIPMENT &	25,097	25,854	23,172	6,310	3,307	6,310	10,470	4,520
TOTAL CAPITAL		25,097	25,854	23,172	6,310	3,307	6,310	10,470	4,520
42100-550	POLICE MOTOR VEHICLES	CURRENT YEAR NOTES: 1 vehicle, CSO possibly a van--a purpose vehicle. (w/equipment change over: \$4,000) \$30,000 Moved to equip cert.							
42100-570	POLICE OFFICE EQUIPMENT &	CURRENT YEAR NOTES: 4-Pre Breath testers PBT units \$2,300 color printer \$2,000 Dispatch printer: \$2,010.00 Moved to equip cert: Replace 13 computers from 2005-2009: \$9,425 Scheduling software: \$3,000 Body worn video camera system: \$15,000 Bi-direction amplifier \$25,000							
42100-570	POLICE OFFICE EQUIPMENT &	NEXT YEAR NOTES: Dispatch printer: \$2000 Radio Headsets (TCI or Silynx) 2@ \$900 total \$1800 2 Avon C50 Pro Mask 2@ \$359.99 total \$720 moved to municipal bldg budget: Carpet Officer Room and stairs: \$10,000							
TOTAL POLICE		1,973,503	2,072,157	2,056,752	2,153,503	1,354,893	2,141,028	2,332,482	2,308,264

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101-GENERAL FUND
 FIRE
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
42200-100	FIRE WAGES	51,329	51,245	58,025	56,269	12,831	56,269	57,827	57,827
42200-102	FIRE WAGES - OVERTIME	0	829	586	0	317	0	0	0
42200-121	FIRE PERA CONTRIBUTIONS	2,301	5,126	2,864	2,648	932	2,648	2,720	2,720
42200-122	FIRE FICA CONTRIBUTIONS	3,098	3,165	3,548	3,489	726	3,489	3,585	3,585
42200-126	FIRE MEDICARE CONTRIBUTION	724	740	830	816	170	816	838	838
42200-131	FIRE HEALTH INSURANCE	143,803	150,342	150,592	175,336	126,192	175,336	192,672	198,492
42200-132	FIRE DENTAL INSURANCE	1,076	730	904	749	346	749	749	749
42200-133	FIRE LIFE INSURANCE	20	16	18	17	7	17	17	17
42200-142	FIRE UNEMPLOYMENT	0	0	0	0	0	0	0	0
42200-151	FIRE WORKERS COMPENSATION	14,476	17,454	23,830	24,600	34,418	24,600	27,105	28,715
TOTAL PERSONNEL SERVICES		216,827	229,647	241,196	263,924	175,939	263,924	285,513	292,943
OFFICE EXPENSES									
42200-200	FIRE OFFICE SUPPLIES	212	210	140	250	24	250	250	250
42200-210	FIRE OPERATING SUPPLIES	10,161	8,525	7,896	12,000	3,451	12,000	11,000	11,000
42200-211	FIRE MOTOR FUELS	4,676	4,742	2,166	4,000	1,091	4,000	4,000	4,000
42200-220	FIRE REPAIR & MAINT. SUPPL	0	0	0	500	0	500	500	500
TOTAL OFFICE EXPENSES		15,049	13,478	10,203	16,750	4,566	16,750	15,750	15,750
PROFESSIONAL SERVICES									
42200-300	FIRE PROFESSIONAL SERVICES	6,183	6,075	3,759	5,500	4,098	5,500	6,000	21,000
42200-321	FIRE TELEPHONE	2,046	2,019	2,009	2,000	1,312	2,000	2,200	2,200
42200-322	FIRE POSTAGE	193	121	(42)	200	21	200	200	200
42200-331	FIRE TRAVEL & TRAINING	5,807	6,669	5,220	10,000	5,380	10,000	10,000	10,000
42200-340	FIRE ADVERTISING	539	35	121	500	0	500	500	500
42200-351	FIRE LEGAL NOTICES & PUBLI	0	0	0	0	0	0	0	0
42200-354	FIRE PRINTING & BINDING	0	0	0	0	0	0	0	0
42200-360	FIRE INSURANCE	6,527	6,458	6,667	7,500	5,488	5,488	7,500	5,872
42200-380	FIRE UTILITIES	9,851	11,571	9,536	12,000	5,325	12,000	12,000	9,790
TOTAL PROFESSIONAL SERVICES		31,146	32,947	27,270	37,700	21,624	35,688	38,400	49,562
42200-300	FIRE PROFESSIONAL SERVICES	PERMANENT NOTES: annual med compass physicals and fit tests							
42200-300	FIRE PROFESSIONAL SERVICES	NEXT YEAR NOTES: \$15,000 consulting new fire hall.							
REPAIR & MAINTENANCE									
42200-401	FIRE BLDG- REP&MAINT	7,160	473	19,108	1,000	160	1,000	1,000	1,000
42200-404	FIRE EQUIP- REP&MAINT	12,254	14,737	9,418	18,000	8,009	18,000	16,000	16,000
42200-430	FIRE MISCELLANEOUS	0	0	0	0	0	0	0	0
42200-433	FIRE DUES & SUBSCRIPTIONS	760	1,021	1,538	3,000	1,779	3,000	3,000	3,000
TOTAL REPAIR & MAINTENANCE		20,174	16,231	30,064	22,000	9,947	22,000	20,000	20,000

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101-GENERAL FUND
 FIRE
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
42200-404	FIRE EQUIP- REP&MAINT	CURRENT YEAR NOTES: \$3,000 hose replacement for #511							
42200-404	FIRE EQUIP- REP&MAINT	NEXT YEAR NOTES: \$2,348 replace 10 pieces of hose for 511 and 512							
42200-433	FIRE DUES & SUBSCRIPTIONS	NEXT YEAR NOTES: BE Cty Fire Chiefs air truck \$100 MN State Fire Chief Assoc (7 members)\$435 MN State Fire Dept Assoc \$350 MN Valley Reg'l Firefighters \$100 Nicollet Fire Dept radio dues \$800							
<u>CAPITAL</u>									
42200-570	FIRE OFFICE EQUIPMENT & FU	280,175	24,949	23,320	34,001	106,945	106,945	57,687	14,525
TOTAL CAPITAL		280,175	24,949	23,320	34,001	106,945	106,945	57,687	14,525
42200-570	FIRE OFFICE EQUIPMENT & FUCURRENT YEAR NOTES:	1. \$80,000.00- 34 Units of turnout gear to replace expired gear. AFG grant awarded, changed to \$15,000. 2.-\$7,500.00 transferred to dedicated fund to replace future gear (10 year plan) 3.- \$5,000 Replace 5 MSA cylinder's due to expire and unable to continue to hydro test and certify. 4.- Moved to equip cert. -\$35,000 Replace existing hurst cutter spreader due to fact technology changes to vehicle structure has changed and metals can not be cut with old unit. Needs upgrading 5.- \$4751 for tripod and winch equipment for confined space rescue. We feel need is sufficient for quicker response to have unit in house and not to have to go to Public Works to retrieve before call. 6.-\$1750 for new roof saw. Equipment lighter and better blade capabilities for safer work on roofs.							
42200-570	FIRE OFFICE EQUIPMENT & FUNEXT YEAR NOTES:	1. \$7,500 transferred to dedicated fund to replace future gear (10 year plan) 2. \$0 moved to equip cert. \$23,640 Pagers (40) 3. changed to \$0 - \$11,700 repair driveway apron 4. \$0 moved to equip cert. \$7,822 Replace 8 MSA cylinder's due to expire and unable to continue to hydro test and certify. 5. \$4,525 replace 3 AED units 6. \$2,500 starting a fire dept tool box and tools							
TOTAL FIRE		563,372	317,252	332,053	374,375	319,022	445,307	417,350	392,780

310

101-GENERAL FUND
 BUILDING INSPECTOR
 EXPENDITURES

	(----- 2016 -----)					(----- 2017 -----)		
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
PERSONNEL SERVICES								
42400-100 BUILDING WAGES	102,293	111,195	117,425	118,222	79,255	118,222	119,682	119,682
42400-102 BUILDING WAGES-OVERTIME	10	0	0	0	0	0	0	0
42400-121 BUILDING PERA CONTRIBUTION	7,417	7,849	8,807	8,867	5,596	8,867	8,976	8,976
42400-122 BUILDING FICA CONTRIBUTION	5,438	6,278	6,736	7,330	4,297	7,330	7,420	7,420
42400-126 BUILDING MEDICARE CONTRIBU	1,272	1,468	1,575	1,714	1,005	1,714	1,735	1,735
42400-131 BUILDING HEALTH INSURANCE	37,915	37,166	39,063	43,712	29,792	43,712	47,666	49,370
42400-132 BUILDING DENTAL INSURANCE	3,233	2,525	2,620	2,378	1,736	2,378	2,322	2,322
42400-133 BUILDING LIFE INSURANCE	55	54	52	51	34	51	50	50
42400-134 BUILDING DISABILITY INSURA	0	0	0	0	0	0	0	0
42400-151 BUILDING WORKERS COMPENSAT	422	549	672	951	581	951	651	690
TOTAL PERSONNEL SERVICES	158,055	167,084	176,950	183,225	122,296	183,225	188,502	190,245
OFFICE EXPENSES								
42400-200 BUILDING OFFICE SUPPLIES	1,183	1,070	5,329	1,600	356	1,600	1,600	1,600
42400-210 BUILDING OPERATING SUPPLIE	809	339	328	1,500	595	1,500	1,500	1,500
42400-211 BUILDING MOTOR FUELS	2,014	1,765	1,378	1,910	613	1,910	1,910	1,910
42400-220 BUILDING REP & MAINT SUPPL	4	27	1,032	629	539	629	629	629
TOTAL OFFICE EXPENSES	4,009	3,200	8,066	5,639	2,102	5,639	5,639	5,639
PROFESSIONAL SERVICES								
42400-300 BUILDING PROFESSIONAL SERV	3,323	663	6,177	1,640	1,397	1,640	1,640	1,640
42400-321 BUILDING TELEPHONE	1,768	1,950	2,624	1,800	1,499	1,800	1,800	1,800
42400-322 BUILDING POSTAGE	206	236	239	837	120	837	837	837
42400-331 BUILDING TRAVEL & TRAINING	1,625	2,104	916	2,250	1,367	2,250	2,250	2,250
42400-340 BUILDING ADVERTISING	0	24	0	100	0	100	100	100
42400-351 BUILDING LEGAL NOTICES & P	0	0	0	200	0	200	200	200
42400-354 BUILDING PRINTING & BINDIN	0	0	0	500	3	500	500	500
42400-360 BUILDING INSURANCE	1,577	1,759	1,892	2,080	1,536	1,536	2,080	1,644
TOTAL PROFESSIONAL SERVICES	8,498	6,736	11,849	9,407	5,921	8,863	9,407	8,971
REPAIR & MAINTENANCE								
42400-404 BUILDING EQUIP- REP&MAINT	2,224	3,419	1,904	2,500	2,680	2,500	2,500	2,500
42400-430 BUILDING MISCELLANEOUS	0	0	0	0	0	0	0	0
42400-433 BUILDING DUES&SUBSCRIPTION	285	125	325	500	135	500	500	500
42400-491 BUILDING STATE SURCHARGE P	8,678	10,962	4,737	4,500	6,583	7,500	4,500	4,500
TOTAL REPAIR & MAINTENANCE	11,186	14,506	6,967	7,500	9,398	10,500	7,500	7,500
CAPITAL								
42400-570 BUILDING OFFICE EQUIP&FURN	0	2,904	675	0	0	0	0	0
TOTAL CAPITAL	0	2,904	675	0	0	0	0	0
TOTAL BUILDING INSPECTOR	181,748	194,430	204,507	205,771	139,718	208,227	211,048	212,355

37

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 EMERGENCY MGMT
 EXPENDITURES

	2013	2014	2015	2016			2017	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>OFFICE EXPENSES</u>								
42500-200 EMERGENCY MGMT OFFICE SUPP	0	0	0	0	0	0	0	0
42500-210 EMERGENCY MGMT OPERATING S	0	0	0	1,200	0	1,200	1,200	1,200
TOTAL OFFICE EXPENSES	0	0	0	1,200	0	1,200	1,200	1,200
<u>PROFESSIONAL SERVICES</u>								
42500-300 EMERGENCY MGMT PROFESSIONA	0	0	0	0	0	0	0	0
42500-331 EMERGENCY MGMT TRAVEL & TR	0	0	0	1,200	0	1,200	1,200	1,200
42500-360 EMERGENCY MGMT INSURANCE	9	10	9	12	7	12	12	7
42500-380 EMERGENCY MGMT UTILITIES	1,050	1,008	1,031	1,060	230	1,060	1,060	430
TOTAL PROFESSIONAL SERVICES	1,059	1,018	1,039	2,272	237	2,272	2,272	1,637
<u>REPAIR & MAINTENANCE</u>								
42500-404 EMERGENCY MGMT EQUIP-REP&M	1,352	0	0	4,000	0	4,000	4,000	4,000
42500-433 EMERGENCY MGMT DUES & SUBS	0	0	0	300	0	300	300	300
TOTAL REPAIR & MAINTENANCE	1,352	0	0	4,300	0	4,300	4,300	4,300
42500-404 EMERGENCY MGMT EQUIP-REP&MPERMANENT NOTES:								
Siren maintance and repair.								
<u>CAPITAL</u>								
42500-570 EMERGENCY MGMT OFFICE EQUI	0	0	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0	0	0
TOTAL EMERGENCY MGMT	2,411	1,018	1,039	7,772	237	7,772	7,772	7,137

101-GENERAL FUND
 COMMUNITY SERVICE
 EXPENDITURES

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016			2017		
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET	
PERSONNEL SERVICES									
42700-100 COMMUNITY SERVICE WAGES	47,270	47,991	48,966	50,366	32,745	50,366	51,802	51,802	
42700-102 COMMUNITY SERVICE WAGES -	0	0	0	0	0	0	0	0	
42700-121 COMMUNITY SERVICE PERA CON	3,427	3,483	3,672	3,777	2,312	3,777	3,885	3,885	
42700-122 COMMUNITY SERVICE FICA CON	2,650	2,535	2,667	3,123	1,725	3,123	3,212	3,212	
42700-126 COMMUNITY SERVICE MEDICARE	620	593	624	730	404	730	751	751	
42700-131 COMMUNITY SERVICE HEALTH I	16,195	16,065	15,988	17,621	12,348	17,621	19,472	20,093	
42700-132 COMMUNITY SERVICE DENTAL I	1,568	1,097	1,098	936	732	936	936	936	
42700-133 COMMUNITY SERVICE LIFE INS	24	24	22	22	14	22	22	22	
42700-134 COMMUNITY SERVICE DISABILI	0	0	0	0	0	0	0	0	
42700-151 COMMUNITY SERVICE WORKERS	1,154	1,234	1,403	407	249	407	272	288	
TOTAL PERSONNEL SERVICES	72,907	73,022	74,439	76,982	50,529	76,982	80,352	80,989	
OFFICE EXPENSES									
42700-200 COMMUNITY SERVICE OFFICE S	0	0	0	0	0	0	0	0	
42700-210 COMMUNITY SERVICE OPERATIN	0	743	43	250	0	250	250	250	
42700-211 COMMUNITY SERVICE MOTOR FU	0	0	0	0	0	0	0	0	
42700-220 COMMUNITY SERVICE REPAIR &	0	0	0	0	0	0	0	0	
42700-222 COMMUNITY SERVICE UNIFORMS	412	183	284	350	186	350	350	350	
TOTAL OFFICE EXPENSES	412	925	326	600	186	600	600	600	
PROFESSIONAL SERVICES									
42700-300 COMMUNITY SERVICE PROFESSI	6,411	5,619	4,607	10,500	1,811	10,500	10,500	10,500	
42700-321 COMMUNITY SERVICE TELEPHON	0	0	0	0	0	0	0	0	
42700-322 COMMUNITY SERVICE POSTAGE	0	0	0	0	0	0	0	0	
42700-331 COMMUNITY SERVICE TRAVEL &	250	0	50	250	0	250	250	250	
42700-340 COMMUNITY SERVICE ADVERTIS	0	0	0	0	0	0	0	0	
42700-351 COMMUNITY SERVICE LEGAL NO	0	0	0	0	0	0	0	0	
42700-354 COMMUNITY SERVICE PRINTING	0	0	96	100	0	100	100	100	
42700-360 COMMUNITY SERVICE INSURANC	640	728	696	770	534	534	770	571	
42700-380 COMMUNITY SERVICE UTILITIE	0	0	0	0	0	0	0	0	
TOTAL PROFESSIONAL SERVICES	7,300	6,347	5,449	11,620	2,345	11,384	11,620	11,421	
42700-300 COMMUNITY SERVICE PROFESSIPERMANENT NOTES: Vet service									
42700-300 COMMUNITY SERVICE PROFESSICURRENT YEAR NOTES: Contract increase: \$10,500									
REPAIR & MAINTENANCE									
42700-404 COMMUNITY SERVICE EQUIP-RE	0	0	0	250	0	250	250	250	
42700-430 COMMUNITY SERVICE MISCELLA	0	0	0	50	0	50	50	50	
42700-433 COMMUNITY SERVICE DUES & S	0	0	0	50	0	50	50	50	
TOTAL REPAIR & MAINTENANCE	0	0	0	350	0	350	350	350	

39

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 COMMUNITY SERVICE
 EXPENDITURES

	2013	2014	2015	(----- 2016 -----)			(----- 2017 -----)	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>CAPITAL</u>								
42700-570 COMMUNITY SERVICE OFFICE E	0	0	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0	0	0
TOTAL COMMUNITY SERVICE	80,620	80,295	80,215	89,552	53,060	89,316	92,922	93,360

40

101-GENERAL FUND
 PUBLIC WORKS ADMIN
 EXPENDITURES

			(----- 2016 -----)				(----- 2017 -----)		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
<u>PERSONNEL SERVICES</u>									
43050-100	PUBLIC WORKS ADMIN WAGES	47,227	58,476	56,659	54,658	40,390	54,658	57,947	57,947
43050-102	PUBLIC WORKS ADMIN WAGES-O	69	122	303	63	(205)	63	66	66
43050-112	PUBLIC WORKS ADMIN CAR ALL	225	0	0	0	0	0	0	0
43050-121	PUBLIC WORKS ADMIN PERA CO	3,403	3,962	4,135	4,104	2,847	4,104	4,351	4,351
43050-122	PUBLIC WORKS ADMIN FICA CO	2,828	3,333	3,385	3,393	2,318	3,393	3,597	3,597
43050-126	PUBLIC WORKS ADMIN MEDICAR	662	779	792	793	542	793	841	841
43050-131	PUBLIC WORKS ADMIN HEALTH	10,618	8,011	5,174	6,361	6,219	6,361	6,996	7,209
43050-132	PUBLIC WORKS ADMIN DENTAL	862	914	870	786	616	786	786	786
43050-133	PUBLIC WORKS ADMIN LIFE I (13)	19	17	18	12	18	18	18
43050-134	PUBLIC WORKS ADMIN DISABIL	0	0	0	0	0	0	0	0
43050-142	PUBLIC WORKS ADMIN UNEMPLO	0	0	0	0	0	0	0	0
43050-151	PUBLIC WORKS ADMIN WORKERS	641	724	989	1,222	747	1,222	1,134	1,201
TOTAL PERSONNEL SERVICES		66,520	76,341	72,323	71,398	53,486	71,398	75,736	76,016
43050-100	PUBLIC WORKS ADMIN WAGES	PERMANENT NOTES: PW Director 30%; Administrative Secretary 30%; Mechanic 4% Engineer 35%; Maintenance Engineer 20%.							
43050-112	PUBLIC WORKS ADMIN CAR ALL	PERMANENT NOTES: mileage reimbursement in travel and training.							
<u>OFFICE EXPENSES</u>									
43050-200	PUBLIC WORKS ADMIN OFFICE	898	351	234	800	487	800	800	800
43050-205	PUBLIC WORKS ADMIN MISC. E	3,922	3,921	2,797	4,000	1,721	2,000	3,000	3,000
43050-210	PUBLIC WORKS ADMIN OPERATI	380	206	823	2,900	367	950	1,000	1,000
43050-211	PUBLIC WORKS ADMIN MOTOR F	595	399	157	400	15	200	200	200
43050-220	PUBLIC WORKS ADMN-SUPPLIES	0	0	50	100	0	75	75	75
TOTAL OFFICE EXPENSES		5,796	4,877	4,061	8,200	2,591	4,025	5,075	5,075
43050-210	PUBLIC WORKS ADMIN OPERATI	PERMANENT NOTES: Public Works Split; backup tapes; supplies							
43050-210	PUBLIC WORKS ADMIN OPERATI	CURRENT YEAR NOTES: Mechanic's shop Toolbox \$2,000							
43050-211	PUBLIC WORKS ADMIN MOTOR F	PERMANENT NOTES: Mechanic charges fuel here.							
<u>PROFESSIONAL SERVICES</u>									
43050-300	PUBLIC WORKS ADMIN PROFESS	68	19	264	300	97	300	300	300
43050-321	PUBLIC WORKS ADMIN TELEPHO	2,926	3,022	3,272	3,200	2,083	3,200	3,200	3,200
43050-322	PUBLIC WORKS ADMIN POSTAGE	576	418	42	550	32	550	550	550
43050-331	PUBLIC WORKS ADMIN TRAVEL/	1,464	1,196	1,891	2,000	338	2,000	2,000	2,000
43050-340	PUBLIC WORKS ADMIN ADVERTI	231	382	0	200	64	200	200	200

17

101-GENERAL FUND
 PUBLIC WORKS ADMIN
 EXPENDITURES

		(----- 2016 -----)			(----- 2017 -----)				
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
43050-351	PUBLIC WORKS ADMIN LEGAL N	0	0	0	0	0	0	0	0
43050-354	PUBLIC WORKS ADMIN PRINTIN	0	0	48	0	0	0	0	0
43050-360	PUBLIC WORKS ADMIN INSURAN	650	739	779	900	570	570	900	610
TOTAL PROFESSIONAL SERVICES		5,915	5,778	6,296	7,150	3,183	6,820	7,150	6,860
<u>REPAIR & MAINTENANCE</u>									
43050-401	PUBLIC WORKS ADMIN BLDG-RE	0	0	151	200	0	150	150	150
43050-404	PUBLIC WORKS ADMIN EQUIP-R	948	2,749	2,544	1,000	956	1,000	1,000	1,000
43050-430	PUBLIC WORKS ADMIN MISCELL	0	44	0	0	0	0	0	0
43050-433	PUBLIC WORKS ADMIN DUES&SU	160	160	220	200	0	200	200	200
TOTAL REPAIR & MAINTENANCE		1,108	2,953	2,915	1,400	956	1,350	1,350	1,350
<u>CAPITAL</u>									
43050-550	PUBLIC WORKS ADMIN MOTOR V	0	0	0	0	0	0	100,000	0
43050-570	PUBLIC WORKS ADMIN OFFICE	0	0	0	0	2,064	2,064	0	0
TOTAL CAPITAL		0	0	0	0	2,064	2,064	100,000	0
43050-570	PUBLIC WORKS ADMIN OFFICE	CURRENT YEAR NOTES: Transmission Flusher Machine & Adapters \$8,000 Changed to \$0. Construct at Public Works-Mechanic's Shop Addition \$90,000 Changed to \$0.							
TOTAL PUBLIC WORKS ADMIN		79,340	89,949	85,594	88,148	62,279	85,657	189,311	89,301

42

101-GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)	
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES								
43100-100	STREETS WAGES	302,425	306,352	291,044	310,724	203,460	310,724	323,054
43100-101	STREETS WAGES - TEMPORARY	12,494	11,898	11,486	10,720	10,122	10,720	10,452
43100-102	STREETS WAGES -OVERTIME	14,462	26,656	14,790	18,475	9,862	18,475	19,237
43100-112	STREETS CAR ALLOWANCE	1,200	1,200	1,200	1,200	800	1,200	1,200
43100-121	STREETS PERA CONTRIBUTION	22,864	24,182	22,917	24,690	15,452	24,690	25,672
43100-122	STREETS FICA CONTRIBUTION	19,930	20,967	19,309	21,075	13,103	21,075	21,870
43100-126	STREETS MEDICARE CONTRIBUT	4,661	4,904	4,516	4,929	3,065	4,929	5,115
43100-131	STREETS HEALTH INSURANCE	76,767	81,122	71,057	73,226	64,764	73,226	81,342
43100-132	STREETS DENTAL INSURANCE	5,573	6,140	5,134	5,485	3,806	5,485	5,485
43100-133	STREETS LIFE INSURANCE	141	163	126	127	90	127	127
43100-142	STREETS UNEMPLOYMENT-DIREC	0	0	0	0	0	0	0
43100-151	STREETS WORKERS COMPENSATI	15,797	18,103	21,211	27,252	16,651	27,252	29,393
	TOTAL PERSONNEL SERVICES	476,313	501,688	462,791	497,903	341,173	497,903	525,675
43100-100	STREETS WAGES	PERMANENT NOTES: Authorized operating crew - Maintenance Superintendent-split Streets 50%, Parks 30%; Environmental Services 20%; Five Equipment Operators; One Construction Maint. Worker; Mechanic - split among all Public Works Sections based on number of motorized vehicles (Streets 37%, Parks 13%, Public Works Admin 4%, Electric 26%, Water 4%, Wastewater 7%, Stormwater 4%, Environmental Services 5%; Maintenance Engineer-10% Streets, Parks, Electric, Water, Wastewater,Stormwater, and 50% Municipal Bldg.						
43100-101	STREETS WAGES - TEMPORARY	CURRENT YEAR NOTES: REQUESTED: Two 67 day construction workers one @ \$10.00/hour and one with Class B license @ \$14.00/hour. Remained at 2 workers @ \$10/hr.						
43100-101	STREETS WAGES - TEMPORARY	NEXT YEAR NOTES: Three seasonal workers						
OFFICE EXPENSES								
43100-200	STREETS OFFICE SUPPLIES	2,270	2,027	1,329	2,000	1,142	1,800	1,500
43100-205	STREETS MISC EMPLOYEE SUPP	8,387	7,844	10,519	10,500	5,970	9,500	10,684
43100-210	STREETS OPERATING SUPPLIES	31,749	24,246	20,236	35,000	15,988	30,200	30,000
43100-211	STREETS MOTOR FUEL	47,115	53,678	29,061	55,000	12,968	25,000	30,000
43100-220	STREETS SUPPLIES REP&MAINT	159	1,273	944	1,000	659	850	900
43100-224	STREETS-STREET MAINT MATER	183,426	147,018	241,298	202,911	184,782	202,000	234,947
	TOTAL OFFICE EXPENSES	273,106	236,086	303,387	306,411	221,509	269,350	308,031
43100-200	STREETS OFFICE SUPPLIES	PERMANENT NOTES:						

43

101-GENERAL FUND
 STREETS
 EXPENDITURES

	2013	2014	2015	(----- 2016 -----)	(----- 2017 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
	A split of the supplies used by the Public Works Office plus special notices for street and alley repair.							
43100-205	STREETS MISC EMPLOYEE SUPPCURRENT YEAR NOTES: Safety equipment 5 employees(3 pairs of safety boots per crew member allowed per year); Boot purchases \$3,000; Driver's Licenses-endorsements \$80; Drug testing 6 @ \$134 = \$804; Drug testing for temporary labor 2 @ \$134 = \$268; Boots for temporary labor 2 @ \$150 = \$300; Replacement of PPE as needed per OSHA: safety vests, rain gear, hard hats, ear plugs, ear muffs, sunscreen \$1200; Uniforms for the crew 5 @ \$325 = \$1,625; First Aid Kits \$300; MMUA Safety Coordinator 5 @ \$532.48 = \$2,662.40; Hearing test \$180							
43100-205	STREETS MISC EMPLOYEE SUPPNEXT YEAR NOTES: Safety equipment 5 employees(3 pairs of safety boots per crew member allowed per year); Boot purchases \$3,000; Driver's Licenses-endorsements \$80; Drug testing 6 @ \$134 = \$804; Drug testing for temporary labor 2 @ \$134 = \$268; Boots for temporary labor 2 @ \$150 = \$300; Replacement of PPE as needed per OSHA: safety vests, rain gear, hard hats, ear plugs, ear muffs, sunscreen \$1200; Uniforms for the crew 5 @ \$325 = \$1,625; First Aid Kits \$300; MMUA Safety Coordinator 5 @ \$585.48 = \$2927.40; Hearing test \$180							
43100-210	STREETS OPERATING SUPPLIESPERMANENT NOTES: Supply needs such as Fastenal, Arrow Ace Hardware, MN Iron, Napa, St. Peter Lumber, concrete and Matheson Gas.							
43100-220	STREETS SUPPLIES REP&MAINTPERMANENT NOTES: Repair and maintenance of miscellaneous small equipment and equipment in facilities.							
43100-224	STREETS-STREET MAINT MATERCURRENT YEAR NOTES: 2016 Maintenance Program #1 Winter Salt \$12,425 chg'd to \$13,759 #1s Winter Sand \$5,538 chg'd to \$3,555 #2 Cold Mix \$1,485 chg'd to \$1,496 #3 Gravel \$1,000 chg'd to \$1,004 #4 Quartzite Stone \$32,500 chg'd to \$21,600 #5 Stone Delivery In-House #7 Crosswalk Paint \$7,452 chg'd to \$11,575 #8 Asphalt Full Depth Patching \$83,570 chg'd to \$62,000 #9 Asphalt Full Block Replacement \$104,000 (N. 3rd St: Broadway to Madison 3 BL; S. 7th St: College to Grace 5 BL) chg'd to \$79,236 #15 Weed Spray \$1,500 chg'd to \$1,750							

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101-GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	

	#17 Sign Replacement Program \$7,500 chg'd to \$6,936								
43100-224	STREETS-STREET MAINT MATERNEXT YEAR NOTES:								
	2017 Maintenance Program								
	#1 Winter Salt \$12,000								
	#1s Winter Sand \$2,800								
	#2 Cold Mix \$1,496								
	#3 Gravel \$1,004								
	#4 Quartzite Stone \$35,250								
	#5 Stone Delivery In-House								
	#7 Crosswalk Paint \$11,575								
	#8 Asphalt Full Depth Patching \$86,800								
	#9 Asphalt Full Block Replacement \$75,454 (S 7th: College to South Elementary)								
	#15 Weed Spray \$1,750								
	#17 Sign Replacement Program \$6,818								
<u>PROFESSIONAL SERVICES</u>									
43100-300	STREETS PROFESSIONAL SERVI	22,039	15,962	36,792	51,280	38,828	46,000	65,100	65,100
43100-321	STREETS TELEPHONE	1,355	2,735	1,791	1,950	2,146	1,900	1,950	1,950
43100-322	STREETS POSTAGE	33	43	41	50	42	50	50	50
43100-331	STREETS TRAVEL&TRAINING	4,496	2,685	1,417	2,900	808	2,900	2,900	2,900
43100-340	STREETS ADVERTISING	150	297	0	200	0	200	100	100
43100-351	STREETS LEGAL NOTICES&PUBL	0	0	159	300	0	200	200	200
43100-354	STREETS PRINTING & BINDING	0	0	0	0	0	0	0	0
43100-360	STREETS INSURANCE	11,504	11,625	12,836	13,020	9,565	10,565	13,000	10,235
43100-380	STREETS UTILITIES	<u>11,478</u>	<u>12,248</u>	<u>9,588</u>	<u>13,000</u>	<u>4,928</u>	<u>9,000</u>	<u>10,000</u>	<u>10,000</u>
	TOTAL PROFESSIONAL SERVICES	51,055	45,595	62,624	82,700	56,317	70,815	93,300	90,535
43100-300	STREETS PROFESSIONAL SERVICURRENT YEAR NOTES:								
	Engineering consultation, meetings, mapping, surveys, and small research projects; fire extinguisher annual testing, Master Plan \$1200; Split for copier maintenance \$100; Cartigraph Licenses \$800								
	2016 Maintenance Program								
	#8m Milling - Asphalt Patching \$3,780 chg'd to \$5,400								
	#9m Milling - Asphalt Full Block Replacement \$5,940 chg'd to \$5,400								
	#10 Crack Sealing \$39,100								
43100-300	STREETS PROFESSIONAL SERVINEXT YEAR NOTES:								
	Engineering, meetings, mapping, surveys and research \$								
	Fire extinguisher annual testing \$10,000								
	Cartegraph Licenses \$800								
	2017 Maintenance Program								
	#8m Milling - Asphalt Patching \$0								
	#9m Milling - Asphalt Full Block Replacement \$13,500 (S 7th								

45

101-GENERAL FUND
 STREETS
 EXPENDITURES

			2016				2017		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
from College to South Elementary)									
#10 Crack Sealing \$40,800									
43100-340	STREETS ADVERTISING	PERMANENT NOTES: Seal coating notice; Sidewalk snow removal notice; seal coating and misc bids; public hearings for sidewalk project.							
43100-351	STREETS LEGAL NOTICES&PUBL	PERMANENT NOTES: Alley notice, recording fees, etc.							
43100-380	STREETS UTILITIES	PERMANENT NOTES: Hydrant and bulk water for street sweeping; 25% of Public Works facility & site - Public works office (Elect,water, and sewer) - Public site wood/metal shop (Water, sewer, refuse, natural gas); Highway 22 Bridge Light; All Utility costs are reimbursed by the utility supplying service except for natural gas.							
REPAIR & MAINTENANCE									
43100-401	STREETS BLDG-REP&MAINT	3,529	3,175	1,524	2,500	2,876	2,855	1,500	1,500
43100-403	STREETS INFRASTRUCTURE-REP	205,919	184,003	188,224	197,190	200,923	197,190	201,300	201,300
43100-404	STREETS EQUIP- REP&MAINT	70,375	95,987	61,625	66,600	41,329	60,000	60,000	60,000
43100-415	STREETS EQUIP RENTALS	0	1,571	12,387	15,000	6,195	15,000	12,000	12,000
43100-430	STREETS MISC	200	200	200	300	200	300	300	300
43100-433	STREETS DUES & SUBSCRIPTIO	<u>1,502</u>	<u>1,594</u>	<u>1,568</u>	<u>2,200</u>	<u>1,548</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
TOTAL REPAIR & MAINTENANCE		281,525	286,529	265,528	283,790	253,071	277,345	277,100	277,100
43100-403	STREETS INFRASTRUCTURE-REP	CURRENT YEAR NOTES: 2016 Street Maintenance Program #6 Seal Coat (115BL) \$132,000 chg'd to \$126,750 #11 Alley Entrance Replacement \$20,000 chg'd to \$22,400 #12 Sidewalk & Handicap Apr. \$25,000 chg'd to \$27,040 #13 Curb & Gutter \$15,000 chg'd to \$17,250 #14 Excavation Permits \$4,000 chg'd to \$3,750.							
43100-403	STREETS INFRASTRUCTURE-REP	NEXT YEAR NOTES: 2017 Streets Maintenance Program #6 Seal Coat (100BL) \$138,000 #11 Alley Entrance Replacement \$24,500 #12 Sidewalk & Handicap Apr. \$22,750 #13 Curb & Gutter \$13,800 #14 Excavation Permits \$2,250							
43100-404	STREETS EQUIP- REP&MAINT	CURRENT YEAR NOTES: Number of tire replacements programs are due \$10,000; normal routine maintenance \$55,000. Annual Cartegraph license \$1,600.							

9/7

101-GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
43100-404	STREETS EQUIP- REP&MAINT	NEXT YEAR NOTES: 2017 Tire Replacement Program \$10,000 Annual Cartegraph License \$1,600 Normal Routine Maintenance \$48,400							
43100-415	STREETS EQUIP RENTALS	CURRENT YEAR NOTES: Roller \$1,000; Screener \$4,000; Milling \$10,000							
43100-415	STREETS EQUIP RENTALS	NEXT YEAR NOTES: Roller \$1,500; Milling Machine \$10,500							
CAPITAL									
43100-520	CAPITAL-GENERAL PLANT BUIL	0	0	0	0	0	17,203	0	17,001
43100-550	STREETS MOTOR VEHICLES	0	0	0	0	0	0	225,000	0
43100-570	STREETS OFFICE EQUIPMENT	0	0	0	175,000	1,944	1,944	350,000	0
43100-580	STREETS OTHER EQUIP	9,037	15,959	5,892	0	1,975	1,975	38,000	0
TOTAL CAPITAL		9,037	15,959	5,892	175,000	3,919	21,122	613,000	17,001
43100-520	CAPITAL-GENERAL PLANT BUIL	NEXT YEAR NOTES: Mechanic's Shop 2016 \$17,203 share of \$86,013 Mechanic's Shop 2017 \$17,001 share of \$85,005 both split between = water, wastewater, stormwater & Enviro 10% each; electric 15%; streets & Parks 20% each, transit 5%.							
43100-550	STREETS MOTOR VEHICLES	NEXT YEAR NOTES: moved to equip cert -Replace Unit#38 '95 Tandem Dump Truck \$225,000							
43100-570	STREETS OFFICE EQUIPMENT	CURRENT YEAR NOTES: Gardner Rd/Jefferson engineering and construction \$100,000; Garnder Rd/Broadway cost share with Nic Cty \$75,000							
43100-570	STREETS OFFICE EQUIPMENT	NEXT YEAR NOTES: moved to fund 401: costs not covered under MSA will be covered by general fund. Gardner Rd/Jefferson engineering and construction \$100,000 Broadway Ave Round-A-Bout \$500,000 w/school dist paying 50%; Broadway Avenue improvements (Front St. to MN Ave.) \$250,000							
43100-580	STREETS OTHER EQUIP	CURRENT YEAR NOTES: Moved to equip cert (all): Replace 1995 Dump Truck #38 \$200,000 (2015) Replace #16 New Loader \$150,000 Replace #16 Plow \$20,000							
43100-580	STREETS OTHER EQUIP	NEXT YEAR NOTES:							

47

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 STREETS
 EXPENDITURES

			2016			2017		
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
moved to equip cert: Add Rubber-tire Roller \$20,000 Replace Unit #408A Replace 16" Cold Planer Mill \$18,000								
TOTAL STREETS	1,091,035	1,085,857	1,100,222	1,345,804	875,990	1,136,535	1,812,730	1,218,342

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CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 STREET LIGHTING
 EXPENDITURES

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016			2017	
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>PROFESSIONAL SERVICES</u>								
43160-380 STREET LIGHTING UTILITIES	98,428	87,112	104,225	130,000	64,498	130,000	130,000	120,260
TOTAL PROFESSIONAL SERVICES	98,428	87,112	104,225	130,000	64,498	130,000	130,000	120,260
<u>REPAIR & MAINTENANCE</u>								
43160-409 STREET LIGHTING STREETLIGH	0	0	0	0	0	0	0	0
TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	0
TOTAL STREET LIGHTING	98,428	87,112	104,225	130,000	64,498	130,000	130,000	120,260

6h

101-GENERAL FUND
 SENIOR COORDINATOR
 EXPENDITURES

				2016			2017	
				CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
2013	2014	2015						
ACTUAL	ACTUAL	ACTUAL						
<u>PERSONNEL SERVICES</u>								
44100-100	0	0	0	0	0	0	0	0
44100-121	0	0	0	0	0	0	0	0
44100-122	0	0	0	0	0	0	0	0
44100-126	0	0	0	0	0	0	0	0
44100-131	0	0	0	0	0	0	0	0
44100-132	0	0	0	0	0	0	0	0
44100-133	0	0	0	0	0	0	0	0
44100-151	0	0	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0	0	0
<u>OFFICE EXPENSES</u>								
44100-200	0	21	0	0	0	0	0	0
44100-210	2,742	2,729	2,882	3,500	1,704	3,000	3,500	3,500
TOTAL OFFICE EXPENSES	2,742	2,750	2,882	3,500	1,704	3,000	3,500	3,500
44100-210	SENIOR COORDINATOR OPERATIPERMANENT NOTES: Coffee; napkins; Program supplies; movie license; supplies for special events.							
44100-210	SENIOR COORDINATOR OPERATINEXT YEAR NOTES: Senior dance refreshments & entertainment; Senior Expo supplies							
<u>PROFESSIONAL SERVICES</u>								
44100-300	27,600	29,496	26,905	30,400	17,655	30,400	30,400	30,400
44100-312	0	0	0	0	0	0	0	0
44100-321	70	67	70	75	37	75	75	75
44100-322	848	992	960	975	624	975	975	975
44100-331	0	0	0	50	0	50	50	50
44100-340	79	0	0	150	0	150	150	150
44100-354	0	0	0	0	0	0	0	0
44100-360	240	273	291	320	207	320	320	221
TOTAL PROFESSIONAL SERVICES	28,838	30,828	28,226	31,970	18,523	31,970	31,970	31,871

44100-300 SENIOR COORDINATOR PROFESSCURRENT YEAR NOTES:
 Contract ends Dec. 2015. Re-negotiate position.

44100-312 SENIOR COORDINATOR TRIPS PERMANENT NOTES:
 Mystery trips, Pontoon boat rides @ Westwood.

44100-322 SENIOR COORDINATOR POSTAGEPERMANENT NOTES:
 senior newsletter.

44100-322 SENIOR COORDINATOR POSTAGECURRENT YEAR NOTES:

101-GENERAL FUND
 SENIOR COORDINATOR
 EXPENDITURES

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016			2017	
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
Bi-monthly newsletter - mailed 6 times a year								
44100-331 SENIOR COORDINATOR TRAVEL PERMANENT NOTES: Senior coordinator meetings.								
<u>REPAIR & MAINTENANCE</u>								
44100-430 SENIOR COORDINATOR MISCELL	0	0	0	0	0	0	0	0
44100-433 SENIOR COORDINATOR DUES &	0	0	0	0	0	0	0	0
TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	0
TOTAL SENIOR COORDINATOR	31,580	33,578	31,108	35,470	20,226	34,970	35,470	35,371

51

101-GENERAL FUND
 RECREATION/LEISURE SERVIC
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
PERSONNEL SERVICES									
45100-100	REC/LEISURE SVC WAGES	128,430	126,876	131,715	135,478	88,620	135,478	143,752	143,752
45100-101	REC/LEISURE SVC WAGES-TEMP	77,864	73,509	93,254	94,542	87,968	94,542	94,542	94,542
45100-102	REC/LEISURE SVC WAGES-OVER	0	308	0	100	1,190	1,100	100	100
45100-121	REC/LEISURE SVC PERA CONTR	10,231	9,157	9,879	10,161	6,226	10,161	10,615	10,615
45100-122	REC/LEISURE SVC FICA CONTR	11,996	11,903	13,436	14,082	10,235	14,082	14,595	14,595
45100-126	REC/LEISURE SVC MEDICARE C	2,806	2,784	3,142	3,293	2,394	3,293	3,413	3,413
45100-131	REC/LEISURE SVC HEALTH INS	36,048	36,132	46,004	50,970	35,707	50,970	56,540	58,411
45100-132	REC/LEISURE SVC DENTAL INS	2,093	2,157	2,032	2,668	1,355	2,668	2,668	2,668
45100-133	REC/LEISURE SVC LIFE INSUR	62	63	62	62	41	62	62	62
45100-134	REC/LEISURE SVC DISABILITY	0	0	0	0	0	0	0	0
45100-142	REC/LEISURE SVC UNEMPLOYME	0	0	0	0	0	0	0	0
45100-151	REC/LEISURE SVC WORKERS CO	3,636	4,292	6,457	5,060	3,092	5,060	5,735	6,075
TOTAL PERSONNEL SERVICES		273,166	267,183	305,981	316,416	236,828	317,416	332,022	334,233
45100-100	REC/LEISURE SVC WAGES	PERMANENT NOTES: FT Director; FT Secretary; FT Program Supervisor; PT Open gym supervisors;							
45100-101	REC/LEISURE SVC WAGES-TEMP	PERMANENT NOTES: GAC WORK STUDY STUDENTS; SUMMER SEASONAL STAFF; SEASONAL STAFF FOR AFTER SCHOOL PROGRAMS; ADULT SOFTBALL UMPIRES; VOLLEYBALL REFEREES; YOUTH VB COACHES; YOUTH FOOTBALL COORD.; YOUTH BASKETBALL; GYMNASTICS PROGRAM.							
OFFICE EXPENSES									
45100-200	REC/LEISURE SVC OFFICE SUP	2,845	1,020	614	2,500	1,118	2,500	2,500	2,500
45100-210	REC/LEISURE SVC OPERATING	21,231	15,496	16,272	28,000	9,959	25,000	28,000	28,000
45100-211	REC/LEISURE SVC MOTOR FUEL	0	0	0	0	0	0	0	0
45100-220	REC/LEISURE SVC SUPPLIES R	0	0	0	0	0	0	0	0
TOTAL OFFICE EXPENSES		24,076	16,516	16,886	30,500	11,077	27,500	30,500	30,500
45100-200	REC/LEISURE SVC OFFICE SUP	PERMANENT NOTES: envelopes, astrobrite paper for flyers; tape; staplers/staples; poster board; pens; pencils; markers; binders; folders; nametags; paper clips; post it notes; color ink for printers; etc.							
45100-210	REC/LEISURE SVC OPERATING	PERMANENT NOTES: Program supplies: summer rec programs; staff shirts; Ballfield striping paint; daddy daughter dance; candy cane Hunt; movies in the park; pickleball; tennis; arts/crafts; Special event supplies; etc.							
45100-210	REC/LEISURE SVC OPERATING	CURRENT YEAR NOTES:							

52

101-GENERAL FUND
 RECREATION/LEISURE SERVIC
 EXPENDITURES

			----- 2016 -----				----- 2017 -----	
2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
Sand vb materials/supplies.								
<u>PROFESSIONAL SERVICES</u>								
45100-300	REC/LEISURE SVC PROFESSION	400	321	781	350	79	350	350
45100-310	REC/LEISURE SVC CONTRACTUA	19,194	26,201	31,476	25,000	22,076	30,000	25,000
45100-312	REC/LEISURE SVC TRIPS	896	1,657	2,538	1,000	769	2,000	1,000
45100-321	REC/LEISURE SVC TELEPHONE	3,144	3,551	4,207	3,100	2,566	3,500	3,100
45100-322	REC/LEISURE SVC POSTAGE	1,247	1,516	1,452	1,300	499	1,300	1,300
45100-331	REC/LEISURE SVC TRAVEL&TRA	272	854	1,755	2,100	1,082	2,100	2,100
45100-340	REC/LEISURE SVC ADVERTISIN	111	0	0	100	64	64	100
45100-351	REC/LEISURE SVC LEGAL NOTI	0	0	0	0	0	0	0
45100-354	REC/LEISURE SVC PRINTING&B	3,580	2,992	3,868	3,700	2,285	3,700	3,700
45100-360	REC/LEISURE SVC INSURANCE	2,644	3,007	3,026	3,306	2,604	2,604	3,306
TOTAL PROFESSIONAL SERVICES		31,489	40,099	49,101	39,956	32,024	45,618	39,956

- 45100-300 REC/LEISURE SVC PROFESSIONPERMANENT NOTES:
 City Web, Selectaccount
- 45100-310 REC/LEISURE SVC CONTRACTUAPERMANENT NOTES:
 Youth tennis program contracted with tennis association;
 Shoreland youth golf; youth enrichment league
 Classes (fencing, chess, legos); child and babysitting and
 Home alone classes (american safety and health institute);
 Dj for daddy daughter dance; photographer;
 Basketball/soccer clinics; manata swim club; dance
 Conservatory classes; soccer assoc partnership; sphs
 Football camp; mkto youth tackle football league; why not
 Productions (movies in the park)
- 45100-312 REC/LEISURE SVC TRIPS PERMANENT NOTES:
 Summer rec field trips; School's out trips.
- 45100-322 REC/LEISURE SVC POSTAGE PERMANENT NOTES:
 Winter, summer, fall joint brochure with comm. Ed.; mailings
 for event/activity promotion; daily mail.
- 45100-331 REC/LEISURE SVC TRAVEL&TRAPERMANENT NOTES:
 Annual MN rec & park association state conference
 (2); southern MN rec and park assoc meetings; workshops;
 Inservice training; summer staff training.
- 45100-340 REC/LEISURE SVC ADVERTISINPERMANENT NOTES:
 Recruitment for summer rec staff.
- 45100-354 REC/LEISURE SVC PRINTING&BPERMANENT NOTES:
 Print 3 joint brochures per year (shared cost with comm/fam
 Ed); campground brochures; park shelter forms; alcohol

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 RECREATION/LEISURE SERVIC
 EXPENDITURES

			(----- 2016 -----)			(----- 2017 -----)		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
permits.								
<u>REPAIR & MAINTENANCE</u>								
45100-404	REC/LEISURE SVC EQUIP- REP	7,917	9,146	7,485	7,250	7,186	7,250	7,250
45100-412	REC/LEISURE SVC RENTALS-SC	1,300	800	0	0	0	0	0
45100-430	REC/LEISURE SVC MISC.	0	0	0	0	0	0	0
45100-433	REC/LEISURE SVC DUES&SUBSC	583	11,673	11,648	11,700	614	11,700	11,700
TOTAL REPAIR & MAINTENANCE		9,801	21,619	19,134	18,950	7,800	18,950	18,950
45100-404	REC/LEISURE SVC EQUIP- REPPERMANENT NOTES: 1/2 copy machine maint (shared with spcc); active network Maint; yearly anti-virus maint.							
45100-412	REC/LEISURE SVC RENTALS-SCPERMANENT NOTES: ARMORY RENT FOR GYMNASTICS PROGRAM.							
45100-433	REC/LEISURE SVC DUES&SUBSCPERMANENT NOTES: MRPA - 2(499); SMRPA - 2 (30); St. Peter Herald (50); Sam's Club Business membership (45).							
45100-433	REC/LEISURE SVC DUES&SUBSCCURRENT YEAR NOTES: GAC west fields contract (parking, main, irrigation) 11,000							
<u>CAPITAL</u>								
45100-570	REC/LEISURE SVC OFFICE EQU	0	3,877	0	0	0	0	0
TOTAL CAPITAL		0	3,877	0	0	0	0	0
TOTAL RECREATION/LEISURE SERVIC		338,531	349,293	391,101	405,822	287,727	409,484	423,119

51

101-GENERAL FUND
 SWIMMING POOL
 EXPENDITURES

			2016			2017			
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
PERSONNEL SERVICES									
45124-100	SWIMMING POOL WAGES	0	0	0	0	0	0	0	
45124-101	SWIMMING POOL WAGES - TEMP	73,829	73,044	82,034	91,805	87,246	92,500	91,805	
45124-102	SWIMMING POOL WAGES - OVER	561	283	771	500	2,040	1,000	500	
45124-122	SWIMMING POOL FICA CONTRIB	4,612	4,553	5,156	5,723	5,269	5,723	5,723	
45124-126	SWIMMING POOL MEDICARE CON	1,079	1,065	1,206	1,338	1,232	1,338	1,338	
45124-151	SWIMMING POOL WORKERS COMP	2,607	3,122	3,851	5,314	3,247	5,314	4,910	
TOTAL PERSONNEL SERVICES		82,688	82,067	93,018	104,680	99,035	105,875	104,000	104,276
OFFICE EXPENSES									
45124-200	SWIMMING POOL OFFICE SUPPL	7,100	7,065	9,150	7,300	8,907	7,300	8,000	
45124-210	SWIMMING POOL OPERATING SU	18,752	16,263	17,413	23,000	16,103	23,000	24,500	
45124-220	SWIMMING POOL REPAIR & MAI	0	20	931	0	396	0	0	
TOTAL OFFICE EXPENSES		25,852	23,348	27,494	30,300	25,406	30,300	32,500	32,500
45124-200	SWIMMING POOL OFFICE SUPPL	PERMANENT NOTES: pool concessions (Proj#746).							
45124-210	SWIMMING POOL OPERATING	SUPERMANENT NOTES: Chemicals (12,000); moss (2,400); cleaning supplies; rescue Tubes (55); first aid supplies; whistles/lanyards; AED pads; 1 suit for each head guard; staff shirts; Culligan; red cross certification cards/supplies; slip n Slide & wristbands for 4th of July.							
45124-210	SWIMMING POOL OPERATING	SUCURRENT YEAR NOTES: Annual red cross facility fee for swim lessons(650); 2 rescue tubes (110); 2 guard chair umbrellas (100); water toys (50); 3 fanny packs (25); fun noodles (50); deck chairs (200); ring buoy (75); portable guard chair (600); picnic table umbrella (400); radio (75); 2 basketballs (50); office chairs (200)							
45124-210	SWIMMING POOL OPERATING	SUNEXT YEAR NOTES: Replace old AED (1500); rescue pole (100); backboard (75); 2 rescue tubes (110); 3 guard chair umbrellas (180); water toys (75); noodles (50); deck chairs (200); picnic table umbrella (250); 2 basketballs and nets (65);							
PROFESSIONAL SERVICES									
45124-300	SWIMMING POOL PROFESSIONAL	2,507	3,105	2,383	2,500	1,476	2,500	2,500	
45124-321	SWIMMING POOL TELEPHONE	403	497	488	500	363	500	525	
45124-322	SWIMMING POOL POSTAGE	35	34	39	20	17	20	40	
45124-331	SWIMMING POOL TRAVEL & TRA	27	879	144	900	434	775	900	
45124-340	SWIMMING POOL ADVERTISING	12	0	0	75	64	64	75	

55

101-GENERAL FUND
 SWIMMING POOL
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
45124-354	SWIMMING POOL PRINTING & B	53	414	67	100	67	67	75	75
45124-360	SWIMMING POOL INSURANCE	5,907	5,625	5,558	6,115	4,734	4,734	6,115	5,065
45124-380	SWIMMING POOL UTILITIES	35,284	51,510	26,366	35,000	13,530	35,000	35,000	35,000
	TOTAL PROFESSIONAL SERVICES	44,229	62,064	35,044	45,210	20,684	43,660	45,230	44,180

- 45124-300 SWIMMING POOL PROFESSIONAL PERMANENT NOTES:
Br/Nic pool license; annual pre-employment drug testing
- 45124-321 SWIMMING POOL TELEPHONE PERMANENT NOTES:
Monthly phone reimbursement for pool manager's use of personal Phone; front counter phone.
- 45124-331 SWIMMING POOL TRAVEL & TRAPERMANENT NOTES:
Certified pool operator training as needed; staff Re-certification & training
- 45124-331 SWIMMING POOL TRAVEL & TRACURRENT YEAR NOTES:
CPO training for 2 (500); staff recertification training (300); mileage (125)
- 45124-340 SWIMMING POOL ADVERTISING PERMANENT NOTES:
Employment Ad in Herald.
- 45124-354 SWIMMING POOL PRINTING & BPERMANENT NOTES:
ticket book printing.

REPAIR & MAINTENANCE

45124-401	SWIMMING POOL BUILDING-REP	32,844	2,728	373	2,000	998	2,000	2,000	2,000
45124-404	SWIMMING POOL EQUIP- REP&M	2,976	3,025	1,402	3,000	206	3,000	9,000	9,000
45124-430	SWIMMING POOL MISCELLANEOU	0	0	0	0	0	0	0	0
45124-433	SWIMMING POOL DUES & SUBSC	0	0	0	0	0	0	0	0
	TOTAL REPAIR & MAINTENANCE	35,820	5,753	1,775	5,000	1,204	5,000	11,000	11,000

- 45124-404 SWIMMING POOL EQUIP- REP&MNEXT YEAR NOTES:
Rebuild 2 pumps (6,000)

CAPITAL

45124-530	SWIMMING POOL IMPROVEMENTS	0	0	0	0	3,052	3,052	5,000	5,000
45124-570	SWIMMING POOL OFFICE EQUIP	0	0	0	0	0	0	0	0
45124-580	SWIMMING POOL OTHER EQUIPM	4,868	0	0	0	0	0	6,000	0
	TOTAL CAPITAL	4,868	0	0	0	3,052	3,052	11,000	5,000

- 45124-530 SWIMMING POOL IMPROVEMENTSCURRENT YEAR NOTES:
\$5,000 Addition of second wibit depending on fundraising efforts along with city support - Moved to restricted fund.

- 45124-530 SWIMMING POOL IMPROVEMENTSNEXT YEAR NOTES:

52

CITY OF ST. PETER
APPROVED BUDGET
AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
SWIMMING POOL
EXPENDITURES

	(----- 2016 -----)				(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
Resurface parking lot. Last done in 2007.								
45124-580	SWIMMING POOL 'OTHER EQUIPMNEXT YEAR NOTES: Replace heater for wading pool \$6000 - changed to \$0.							
TOTAL SWIMMING POOL	193,456	173,231	157,331	185,190	149,380	187,887	203,730	196,956

57

101-GENERAL FUND
 SKATING RINKS
 EXPENDITURES

		2016					2017		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>PERSONNEL SERVICES</u>									
45127-100	SKATING RINKS WAGES	0	0	0	0	0	0	0	0
45127-101	SKATING RINKS WAGES - TEMP	2,443	2,350	2,399	2,600	1,591	1,900	2,600	2,600
45127-122	SKATING RINKS FICA CONTRIB	151	146	149	161	99	161	161	161
45127-126	SKATING RINKS MEDICARE CON	35	34	35	38	23	38	38	38
45127-142	SKATING RINKS UNEMPLOYMENT	0	0	0	0	0	0	0	0
45127-151	SKATING RINKS WORKERS COMP	64	74	84	114	70	114	132	139
TOTAL PERSONNEL SERVICES		2,694	2,604	2,666	2,913	1,783	2,213	2,931	2,938

45127-101 SKATING RINKS WAGES - TEMP PERMANENT NOTES:
 open approx 26 hrs /week for 16 weeks.

OFFICE EXPENSES

45127-200	SKATING RINKS OFFICE SUPPL	0	0	0	0	0	0	0	0
45127-210	SKATING RINKS OPERATING SU	281	119	67	150	583	625	250	250
45127-211	SKATING RINKS MOTOR FUELS	0	0	0	0	0	0	0	0
45127-220	SKATING RINKS SUPPLIES - R	0	0	0	0	0	0	0	0
TOTAL OFFICE EXPENSES		281	119	67	150	583	625	250	250

45127-210 SKATING RINKS OPERATING SUPERMANENT NOTES:
 First aid supplies; hot chocolate; cups; spoons;
 napkins

45127-210 SKATING RINKS OPERATING SUNEXT YEAR NOTES:
 Replace open/close signs

PROFESSIONAL SERVICES

45127-300	SKATING RINKS PROFESSIONAL	0	0	0	0	0	0	0	0
45127-321	SKATING RINKS TELEPHONE	0	0	0	0	0	0	0	0
45127-322	SKATING RINKS POSTAGE	3	5	0	0	0	0	0	0
45127-331	SKATING RINKS TRAVEL & TRA	0	0	0	0	0	0	0	0
45127-340	SKATING RINKS ADVERTISING	0	0	0	0	0	0	0	0
45127-354	SKATING RINKS PRINTING & B	0	0	0	0	0	0	0	0
45127-360	SKATING RINKS INSURANCE	73	83	141	180	110	110	180	118
45127-380	SKATING RINKS UTILITIES	11,042	13,421	13,573	13,500	8,627	13,500	13,500	13,750
TOTAL PROFESSIONAL SERVICES		11,118	13,510	13,714	13,680	8,737	13,610	13,680	13,868

45127-340 SKATING RINKS ADVERTISING PERMANENT NOTES:
 Warming house hours in Herald.

45127-380 SKATING RINKS UTILITIES PERMANENT NOTES:
 Includes west restroom and shelter, tennis lights and hockey
 lights.

58

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 SKATING RINKS
 EXPENDITURES

	2013	2014	2015	(----- 2016 -----)			(----- 2017 -----)	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>REPAIR & MAINTENANCE</u>								
45127-401 SKATING RINKS BUILDINGS- R	0	0	0	0	0	0	0	0
45127-404 SKATING RINKS EQUIP- REP&M	0	0	0	0	0	0	0	0
45127-430 SKATING RINKS MISCELLANEOU	0	0	0	0	0	0	0	0
TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	0
<u>CAPITAL</u>								
45127-570 SKATING RINKS OFFICE EQUIP	0	0	0	0	0	0	0	0
45127-580 SKATING RINKS OTHER EQUIPM	0	0	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0	0	0
TOTAL SKATING RINKS	14,093	16,233	16,446	16,743	11,102	16,448	16,861	17,056

59

101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
45200-100	PARKS WAGES	213,602	230,721	239,443	260,428	150,272	260,428	306,376	306,376
45200-101	PARKS WAGES - TEMPORARY	20,909	18,550	23,995	26,800	28,038	26,800	26,800	26,800
45200-102	PARKS WAGES - OVERTIME	10,223	13,006	10,954	10,037	10,044	10,037	11,961	11,961
45200-112	PARKS CAR ALLOWANCE	720	720	720	720	480	720	720	720
45200-121	PARKS PERA CONTRIBUTIONS	16,249	17,927	18,681	20,285	11,004	20,285	23,875	23,875
45200-122	PARKS FICA CONTRIBUTIONS	14,541	15,877	16,551	18,430	10,419	18,430	21,398	21,398
45200-126	PARKS MEDICARE CONTRIBUTIO	3,401	3,713	3,871	4,310	2,437	4,310	5,004	5,004
45200-131	PARKS HEALTH INSURANCE	71,200	70,498	65,254	78,155	47,187	78,155	107,774	111,513
45200-132	PARKS DENTAL INSURANCE	6,325	5,292	5,680	5,083	3,234	5,083	6,019	6,019
45200-133	PARKS LIFE INSURANCE	118	115	113	118	65	118	140	140
45200-142	PARKS UNEMPLOYMENT-DIRECT	0	0	0	0	0	0	0	0
45200-151	PARKS WORKERS COMPENSATION	8,223	10,255	11,993	12,145	7,421	12,145	16,284	17,252
TOTAL PERSONNEL SERVICES		365,512	386,675	397,254	436,511	270,601	436,511	526,351	531,058

45200-100 PARKS WAGES PERMANENT NOTES:
 Five full time employees to six in 2017, 30% superintendent and 13% of mechanic, and 20% for maintenance engineer.

45200-101 PARKS WAGES - TEMPORARY PERMANENT NOTES:
 The parks will use five summer temporary help.

45200-101 PARKS WAGES - TEMPORARY NEXT YEAR NOTES:
 2017 The parks will use six summer temporary help. changed to 5.

45200-102 PARKS WAGES - OVERTIME PERMANENT NOTES:
 Overtime should be at 8% of wages to provide for snow removal needs, cleaning snow private sidewalks, weekend parks duty for summer.

OFFICE EXPENSES									
45200-200	PARKS OFFICE SUPPLIES	1,947	1,655	735	1,200	914	1,200	1,200	1,200
45200-205	PARKS MISC. EMPLOYEE EXPEN	7,436	6,681	9,690	10,250	6,040	9,000	28,382	28,382
45200-210	PARKS OPERATING SUPPLIES	29,172	25,055	39,272	34,500	16,811	32,000	33,000	33,000
45200-211	PARKS MOTOR FUELS	18,292	20,386	11,050	20,000	6,652	18,000	18,000	18,000
45200-220	PARKS REPAIR & MAINT. SUPP	3,498	17,484	3,986	20,000	8,033	17,000	14,000	14,000
45200-222	PARKS UNIFORMS	0	0	0	0	0	0	0	0
TOTAL OFFICE EXPENSES		60,346	71,262	64,733	85,950	38,450	77,200	94,582	94,582

45200-205 PARKS MISC. EMPLOYEE EXPENCURRENT YEAR NOTES:
 Uniform allowance for 5 employees \$325 per year = \$1,625; boots (3 pairs of safety boots per crew member allowed per year) for 5 employees \$2,000; Safety equipment PPE per OSHA standards hard hats, gloves,rain gear, ear muffs,

70

101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
45200-360	PARKS INSURANCE	26,724	25,211	25,539	28,100	22,513	22,513	28,100	24,089
45200-380	PARKS UTILITIES	<u>122,493</u>	<u>112,943</u>	<u>110,297</u>	<u>108,000</u>	<u>48,475</u>	<u>108,000</u>	<u>108,000</u>	<u>112,000</u>
	TOTAL PROFESSIONAL SERVICES	169,047	164,883	166,039	183,840	98,688	164,826	182,190	182,179

45200-300 PARKS PROFESSIONAL SERVICECURRENT YEAR NOTES:
 2016 Herbicide/weed spraying/weed control with fertilizer for downtown/trails, parks, fencelines, sports fields, etc. \$32,000; boat landing cleanout (in-house); engineering services & map updates \$8,000; Misc \$3,500

45200-300 PARKS PROFESSIONAL SERVICENEXT YEAR NOTES:
 2017 Herbicide/weed spraying/weed control with fertilizer for downtown/trails, parks, fencelines, sports fields, etc. \$32,000; boat landing cleanout (in-house); engineering services & map updates (Damon Farber)\$10,000;

45200-331 PARKS TRAVEL & TRAINING PERMANENT NOTES:
 Expo's and MntAP schools

45200-331 PARKS TRAVEL & TRAINING CURRENT YEAR NOTES:
 Expo's and MntAP schools

45200-340 PARKS ADVERTISING PERMANENT NOTES:
 Advertise for summer help.

REPAIR & MAINTENANCE

45200-401	PARKS BUILDING- REP&MAINT	3,078	11,116	1,553	7,000	2,476	6,500	7,000	7,000
45200-404	PARKS EQUIP - REP&MAINT	10,384	13,796	27,626	25,000	13,928	19,500	22,000	22,000
45200-415	PARKS EQUIPMENT RENTAL	1,108	3,366	2,704	4,500	1,377	2,500	4,500	4,500
45200-430	PARKS MISCELLANEOUS	0	0	0	0	0	0	0	0
45200-433	PARKS DUES & SUBSCRIPTIONS	<u>255</u>	<u>278</u>	<u>327</u>	<u>250</u>	<u>316</u>	<u>250</u>	<u>250</u>	<u>250</u>
	TOTAL REPAIR & MAINTENANCE	14,826	28,557	32,209	36,750	18,098	28,750	33,750	33,750

45200-404 PARKS EQUIP - REP&MAINT PERMANENT NOTES:
 Regular repair and maintenance, annual cartograph license \$550

45200-404 PARKS EQUIP - REP&MAINT CURRENT YEAR NOTES:
 Regular repair & maintenance, annual cartograph license \$550.00

45200-415 PARKS EQUIPMENT RENTAL CURRENT YEAR NOTES:
 2016 Roll athletic fields \$1,500; Rent lift for ballfield light bulb replacement \$3,000

45200-415 PARKS EQUIPMENT RENTAL NEXT YEAR NOTES:
 2017 Roll athletic fields \$1,500;

29

101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
	Rent lift for ballfield light bulb replacement				\$3,000				
45200-433	PARKS DUES & SUBSCRIPTIONS	PERMANENT NOTES: Campground Dept of Health annual fee \$120; Free Press and Herald split \$45; MN Safety Council.							
<u>CAPITAL</u>									
45200-520	CAPITAL-GENERAL PLANT BUIL	0	0	0	0	0	17,203	0	17,001
45200-550	PARKS MOTOR VEHICLES	1,414	0	0	0	0	0	45,000	0
45200-570	PARKS OFFICE EQUIPMENT & F	0	0	0	0	1,555	0	0	0
45200-580	PARKS OTHER EQUIPMENT	18,864	19,711	8,718	30,000	16,300	30,000	233,320	145,320
TOTAL CAPITAL		20,278	19,711	8,718	30,000	17,855	47,203	278,320	162,321
45200-520	CAPITAL-GENERAL PLANT BUIL	NEXT YEAR NOTES: Mechanic's Shop 2016 \$17,203 share of \$86,013 Mechanic's Shop 2017 \$17,001 share of \$85,005 both split between = water, wastewater, stormwater & Enviro 10% each; electric 15%; streets & Parks 20% each, transit 5%.							
45200-550	PARKS MOTOR VEHICLES	CURRENT YEAR NOTES: Purchase Toro '16 mower' for expanded parkland 98,000 - moved to equip cert.							
45200-550	PARKS MOTOR VEHICLES	NEXT YEAR NOTES: moved to equip cert- Replace #6 Truck '98 GMC w/new \$45,000							
45200-580	PARKS OTHER EQUIPMENT	CURRENT YEAR NOTES: Resurface Vets Park Tennis courts \$20,000 Parks Shop install trench drain & sump \$10,000 Ballfield Maintainer \$25,000 moved to equip cert. Complete Asphalt Parking.Lot@Jefferson \$26,000 Chg'd to \$0. Identification Signage(Gault, Jefferson, Vets & Pool)\$6,700 chg'd to \$0 (duplication of .210)							
45200-580	PARKS OTHER EQUIPMENT	NEXT YEAR NOTES: Replace Ferris Mower (Surplus) with new 2017 Hustler 72' #316 Kromer attachments \$3,320 AeraVator aerator \$10,000 Add one set of portable bleachers \$3,000 Parks Master Plan: Signage for Parks(Damon Farber designing)\$31k changed to 15k Hallett's Trail credits \$16,000 Add light at Dog Park \$3,000 changed to \$0 Gault Park/MVED/Other parks Shade \$18,000 Jefferson Park Complete Asphalt Parking Lot \$26,000 Jefferson Park ADA sidewalk from parking stall to main							

63

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 PARKS
 EXPENDITURES

			(----- 2016 -----)			(----- 2017 -----)		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
entrance \$20,000								
Warren Park ADA sidewalk/trail system \$34,000								
Veteran's Memorial at MN Square \$(unsure)								
Future Park - moved to #404 parkland Traverse Green \$50,000.								
moved to equip cert: Add 2017 Polaris ATV \$12,500 and zero								
turn \$6,500 (split 50% with Stormwater).								
TOTAL PARKS	630,008	671,087	668,953	773,051	443,691	754,490	1,115,193	1,003,890

64

101-GENERAL FUND
 ECONOMIC DEVMT
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
46500-100	ECONOMIC DEVMT WAGES	66,684	68,676	74,011	76,128	49,350	76,128	78,071	78,071
46500-102	ECONOMIC DEVMT WAGES - OVE	0	0	0	0	0	0	0	0
46500-112	ECONOMIC DEVMT CAR ALLOWAN	3,000	3,000	3,000	3,000	2,000	3,000	3,000	3,000
46500-121	ECONOMIC DEVMT PERA CONTRI	4,835	4,984	5,551	5,710	3,485	5,710	5,855	5,855
46500-122	ECONOMIC DEVMT FICA CONTRI	4,132	4,267	4,617	4,720	2,937	4,720	4,840	4,840
46500-126	ECONOMIC DEVMT MEDICARE CO	966	998	1,080	1,104	687	1,104	1,132	1,132
46500-131	ECONOMIC DEVMT HEALTH INSU	16,641	16,641	15,988	18,502	12,464	18,502	20,702	21,442
46500-132	ECONOMIC DEVMT DENTAL INSU	818	1,097	1,098	936	732	936	936	936
46500-133	ECONOMIC DEVMT LIFE INSURA	24	24	22	22	14	22	22	22
46500-142	ECONOMIC DEVMT UNEMPLOYMEN	0	0	0	0	0	0	0	0
46500-151	ECONOMIC DEVMT WORKERS COM	375	356	414	592	362	592	544	576
TOTAL PERSONNEL SERVICES		97,475	100,044	105,781	110,714	72,031	110,714	115,102	115,874
OFFICE EXPENSES									
46500-200	ECONOMIC DEVMT OFFICE SUPP	817	664	897	500	705	500	500	500
46500-210	ECONOMIC DEVMT OPERATING S	216	347	(610)	300	217	300	300	300
46500-211	ECONOMIC DEVMT MOTOR FUELS	0	0	0	0	0	0	0	0
46500-220	ECONOMIC DEVMT SUPPLIES- R	0	0	0	0	0	0	0	0
TOTAL OFFICE EXPENSES		1,032	1,011	287	800	922	800	800	800
PROFESSIONAL SERVICES									
46500-300	ECONOMIC DEVMT PROFESSIONA	80,630	40,746	42,189	50,000	31,264	50,000	50,000	50,000
46500-321	ECONOMIC DEVMT TELEPHONE	1,156	1,193	1,136	800	703	800	800	800
46500-322	ECONOMIC DEVMT POSTAGE	666	415	571	500	374	500	500	500
46500-331	ECONOMIC DEVMT TRAVEL & TR	883	688	2,635	750	318	750	750	750
46500-340	ECONOMIC DEVMT ADVERTISING	434	0	627	500	0	500	500	500
46500-351	ECONOMIC DEVMT LEGAL NOTIC	1,957	633	498	1,000	0	1,000	1,000	1,000
46500-354	ECONOMIC DEVMT PRINTING &	0	0	100	0	0	0	0	0
46500-360	ECONOMIC DEVMT INSURANCE	1,122	1,276	1,306	1,410	1,054	1,054	1,410	1,128
TOTAL PROFESSIONAL SERVICES		86,849	44,951	49,062	54,960	33,712	54,604	54,960	54,678
REPAIR & MAINTENANCE									
46500-404	ECONOMIC DEVMT EQUIP- REP&	316	617	46	0	277	0	0	0
46500-430	ECONOMIC DEVMT MISCELLANEO	0	0	0	0	0	0	0	0
46500-433	ECONOMIC DEVMT DUES & SUBS	1,150	1,150	1,150	1,150	150	1,150	1,150	1,150
TOTAL REPAIR & MAINTENANCE		1,466	1,767	1,196	1,150	427	1,150	1,150	1,150

46500-433 ECONOMIC DEVMT DUES & SUBSPERMANENT NOTES:
 St. Peter Rotary.

5

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 ECONOMIC DEVMT
 EXPENDITURES

			2016			2017		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
CAPITAL								
46500-510	ECONOMIC DEVMT	LAND ACQUIS	0	3,043	0	0	0	0
46500-570	ECONOMIC DEVMT	OFFICE EQUI	465	0	1,903	300	0	0
TOTAL CAPITAL			465	3,043	1,903	300	0	0
46500-570 ECONOMIC DEVMT OFFICE EQUI CURRENT YEAR NOTES: printer								
TOTAL ECONOMIC DEVMT			187,287	150,815	158,229	167,924	107,092	167,568
							172,012	172,502

66

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 INSURANCE-UNALLOCATED
 EXPENDITURES

	2013	2014	2015	(----- 2016 -----)			(----- 2017 -----)	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>PROFESSIONAL SERVICES</u>								
49240-360 INSURANCE-UNALLOCATED INSU	7,327	7,880	8,733	5,650	21	50	0	0
TOTAL PROFESSIONAL SERVICES	7,327	7,880	8,733	5,650	21	50	0	0
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TOTAL INSURANCE-UNALLOCATED	7,327	7,880	8,733	5,650	21	50	0	0

67

101-GENERAL FUND
 MEMBERSHIPS-UNALLOCATED
 EXPENDITURES

		(----- 2016 -----)			(----- 2017 -----)				
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
<u>REPAIR & MAINTENANCE</u>									
49250-433	MEMBERSHIPS-UNALLOCATED DU	25,524	27,364	28,892	28,400	18,294	28,400	30,000	30,000
TOTAL REPAIR & MAINTENANCE		25,524	27,364	28,892	28,400	18,294	28,400	30,000	30,000
49250-433	MEMBERSHIPS-UNALLOCATED DUPERMANENT NOTES:	League of MN Cities and Coalition of Greater MN							
49250-433	MEMBERSHIPS-UNALLOCATED DUCURRENT YEAR NOTES:	lmc \$9,800; cogm \$18,294							
<hr/>									
TOTAL MEMBERSHIPS-UNALLOCATED		25,524	27,364	28,892	28,400	18,294	28,400	30,000	30,000

89

101-GENERAL FUND
 MISCELLANEOUS-UNALLOCATED
 EXPENDITURES

		(----- 2016 -----) (----- 2017 -----)							
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>REPAIR & MAINTENANCE</u>									
49260-420	MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	0
49260-430	MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	0
TOTAL REPAIR & MAINTENANCE		0	0	0	0	0	0	0	0
<u>BAD DEBT</u>									
49260-905	MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	0
TOTAL BAD DEBT		0	0	0	0	0	0	0	0
TOTAL MISCELLANEOUS-UNALLOCATED		0	0	0	0	0	0	0	0

69

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

101-GENERAL FUND
 TRANSFERS-OUT
 EXPENDITURES

	2013	2014	2015	(----- 2016 -----)			(----- 2017 -----)	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>TRANSFERS</u>								
49300-720 TRANSFERS-OUT OPERATING TR	273,308	755,629	452,500	407,500	2,500	373,600	2,500	86,400
TOTAL TRANSFERS	273,308	755,629	452,500	407,500	2,500	373,600	2,500	86,400
49300-720 TRANSFERS-OUT OPERATING TR	CURRENT YEAR NOTES: \$405,000 to parkland dedication fund.							
49300-720 TRANSFERS-OUT OPERATING TR	NEXT YEAR NOTES: youth center \$2,500; balance of 2016 transfer to parkland fund \$83,900.							
TOTAL TRANSFERS-OUT	273,308	755,629	452,500	407,500	2,500	373,600	2,500	86,400
TOTAL EXPENDITURES	6,505,327	6,879,670	6,742,979	7,303,334	4,448,652	7,102,676	8,187,524	7,367,475
REVENUE OVER/(UNDER) EXPENDITURES	32,923	(42,345)	11,713	548,083	(429,551)	(63,948)	(1,427,727)	(169,228)

PERMANENT NOTES:
 LGA is yet to be certified to Cities.

70

211-LIBRARY FUND

REVENUES	(----- 2016 -----)				(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>TAXES</u>								
31010 CURRENT PROPERTY TAX	220,133	220,133	220,133	220,133	110,066	220,133	220,133	220,133
TOTAL TAXES	220,133	220,133	220,133	220,133	110,066	220,133	220,133	220,133
<u>STATE AID/GRANTS</u>								
33422 OTHER STATE GRANTS & AID	45,131	45,265	45,838	45,047	33,955	45,047	46,000	46,000
TOTAL STATE AID/GRANTS	45,131	45,265	45,838	45,047	33,955	45,047	46,000	46,000
33422 OTHER STATE GRANTS & AID				PERMANENT NOTES: Nicollet County Allocation and Pera.				
<u>FEES</u>								
34110 RETURNED CHECK FEES	0	0	0	0	0	0	0	0
TOTAL FEES	0	0	0	0	0	0	0	0
<u>FINES & PENALTIES</u>								
35103 FINES AND PENALTIES	10,456	3,737	3,930	2,200	3,155	3,129	3,300	3,300
TOTAL FINES & PENALTIES	10,456	3,737	3,930	2,200	3,155	3,129	3,300	3,300
<u>MISCELLANEOUS</u>								
36200 MISCELLANEOUS REVENUES	0	0	57	0	10	0	0	0
TOTAL MISCELLANEOUS	0	0	57	0	10	0	0	0
<u>INTEREST INCOME</u>								
36210 INTEREST EARNINGS	1,889	1,802	1,838	1,500	724	1,500	1,800	1,800
TOTAL INTEREST INCOME	1,889	1,802	1,838	1,500	724	1,500	1,800	1,800
<u>DONATIONS & REFUNDS</u>								
36230 CONTRIBUTION & DONATIONS FROM	63,874	57,244	67,574	57,000	47,505	57,000	57,000	57,000
36250 REFUNDS & REIMBURSEMENTS	1,659	1,505	2,430	0	596	2,000	1,500	0
TOTAL DONATIONS & REFUNDS	65,533	58,749	70,003	57,000	48,101	59,000	58,500	57,000
36230 CONTRIBUTION & DONATIONS FROM				NEXT YEAR NOTES: Schmidt Foundation, Friends of the Library, ACHF grants, SRP donations				
<u>TRANSFER FROM OTHER FUND</u>								
39200 TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	0
TOTAL REVENUES	343,142	329,686	341,800	325,880	196,012	328,809	329,733	328,233

211-LIBRARY FUND
 LIBRARY
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)	
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>PERSONNEL SERVICES</u>								
45500-100	LIBRARY WAGES	157,139	165,244	172,700	182,070	115,717	182,070	177,991
45500-101	LIBRARY WAGES - TEMPORARY	654	532	1,541	1,674	1,753	1,674	1,674
45500-102	LIBRARY WAGES - OVERTIME	741	1,287	1,625	840	399	840	875
45500-121	LIBRARY PERA CONTRIBUTIONS	10,712	11,544	11,870	8,583	7,688	8,583	8,849
45500-122	LIBRARY FICA CONTRIBUTIONS	9,771	10,306	10,773	11,444	6,677	11,444	11,194
45500-126	LIBRARY MEDICARE CONTRIBUT	2,285	2,411	2,519	2,676	1,562	2,676	2,618
45500-131	LIBRARY HEALTH INSURANCE	18,348	18,758	16,863	20,591	21,165	20,591	22,664
45500-132	LIBRARY DENTAL INSURANCE	1,218	1,085	1,296	2,106	1,187	2,106	2,106
45500-133	LIBRARY LIFE INSURANCE	52	53	43	49	33	49	49
45500-142	LIBRARY UNEMPLOYMENT-DIREC	18	39	(1)	0	0	0	0
45500-151	LIBRARY WORKERS COMPENSATI	1,140	1,152	1,437	1,995	1,229	1,995	1,782
	TOTAL PERSONNEL SERVICES	202,079	212,411	220,666	232,028	157,409	232,028	229,802
45500-100	LIBRARY WAGES	PERMANENT NOTES: Since 2007 = 1 lead librarian(FT); 1 assistant librarian (FT); 2 PT associates; 1 PT technician; 6 PT clerks; 1 seasonal. Since 2010 = 1 lead librarian(FT); 1 assistant librarian (FT); 1 PT associates; 1 PT technician; 7 PT clerks.						
45500-101	LIBRARY WAGES - TEMPORARY	PERMANENT NOTES: GAC Workstudy students						
<u>OFFICE EXPENSES</u>								
45500-200	LIBRARY OFFICE SUPPLIES	992	1,944	2,075	1,500	1,121	1,500	1,500
45500-210	LIBRARY OPERATING SUPPLIES	14,894	13,115	23,944	20,000	14,259	20,000	21,300
45500-220	LIBRARY REPAIR & MAINT. SU	140	0	0	0	0	0	0
	TOTAL OFFICE EXPENSES	16,027	15,059	26,019	21,500	15,380	21,500	22,800
45500-200	LIBRARY OFFICE SUPPLIES	PERMANENT NOTES: Copy paper; ink cartridges; receipt paper; general office supplies						
45500-210	LIBRARY OPERATING SUPPLIES	PERMANENT NOTES: Cleaning supplies; aquarium maint (1500); lightbulbs; Processing materials (labels, barcodes, etc); library cards; Software; summer reading program; weed killer; tools; Filters; solar salt & delivery; program supplies.						
45500-210	LIBRARY OPERATING SUPPLIES	CURRENT YEAR NOTES: Revision in summer reading program entails more supplies, incentives, prizes, programs with many costs reimbursed by grants and donations. Planter for library entrance.						

22

211-LIBRARY FUND
 LIBRARY
 EXPENDITURES

		----- 2016 -----					----- 2017 -----	
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
45500-210	LIBRARY OPERATING SUPPLIESNEXT YEAR NOTES: Attention to SRP incentive for boys and teens; replace artwork							
<u>PROFESSIONAL SERVICES</u>								
45500-300	LIBRARY PROFESSIONAL SERVI	29,953	29,394	31,666	34,000	25,086	34,000	34,000
45500-321	LIBRARY TELEPHONE	1,134	1,292	1,110	1,200	572	1,200	1,200
45500-322	LIBRARY POSTAGE	114	156	61	200	62	125	125
45500-331	LIBRARY TRAVEL & TRAINING	254	541	484	500	310	1,250	2,000
45500-340	LIBRARY ADVERTISING	519	389	414	200	47	200	200
45500-351	LIBRARY LEGAL NOTICES & PU	0	0	0	0	0	0	0
45500-354	LIBRARY PRINTING & BINDING	0	0	99	0	0	0	0
45500-360	LIBRARY INSURANCE	6,181	6,240	6,062	6,250	5,182	6,250	5,545
45500-380	LIBRARY UTILITIES	28,573	32,812	32,613	30,000	15,845	30,000	33,500
	TOTAL PROFESSIONAL SERVICES	66,727	70,824	72,509	72,350	47,104	71,804	76,570
45500-300	LIBRARY PROFESSIONAL SERVICURRENT YEAR NOTES: TdS contract (25000); Overdrive contract (3100); Wowbrary (400); annual roof inspection; window cleaning; boiler license and preventive maint; RPZ testing; annual fire alarm inspection(500); annual sprinkler system test & inspection (600); annual HVAC test (500); heating preventative maint; annual service of gas fireplace (135); weed control; fall sprinkler shutdown							
45500-331	LIBRARY TRAVEL & TRAINING PERMANENT NOTES: Mileage reimbursement to TdS in Mankato for Library Director meetings.							
45500-331	LIBRARY TRAVEL & TRAINING CURRENT YEAR NOTES: MN State Library Assoc conference; ALA membership (300); Public Lib Assoc membership (100)							
<u>REPAIR & MAINTENANCE</u>								
45500-401	LIBRARY REPAIR & MAINT.-BU	27,859	8,598	11,317	9,000	1,655	9,000	9,000
45500-404	LIBRARY REPAIR & MAINT.-EQ	8,158	9,292	2,452	4,425	3,163	4,425	4,425
45500-415	LIBRARY EQUIPMENT RENTAL	7,422	7,616	7,510	7,600	7,616	7,616	7,650
45500-430	LIBRARY MISCELANEOUS	0	0	0	0	0	0	0
45500-433	LIBRARY DUES & SUBSCRIPTIO	6,712	7,660	7,379	7,500	6,384	7,500	7,500
45500-493	LIBRARY M.V.R.L. FEES/CONT	0	0	0	0	0	0	0
	TOTAL REPAIR & MAINTENANCE	50,151	33,165	28,658	28,525	18,817	28,541	28,575
45500-401	LIBRARY REPAIR & MAINT.-BUPERMANENT NOTES: Ballasts/lights; roof repair; restroom repair; vandalism; boiler repair(Thermodynamics); fireplace maint; chiller repair (UHL)							

73

211-LIBRARY FUND
 LIBRARY
 EXPENDITURES

		(----- 2016 -----)			(----- 2017 -----)				
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
45500-404	LIBRARY REPAIR & MAINT.-EQPERMANENT NOTES: Annual vendprint license (800); Antivirus protection (1100)								
45500-415	LIBRARY EQUIPMENT RENTAL PERMANENT NOTES: B & T Book Lease program								
45500-433	LIBRARY DUES & SUBSCRIPTIOCURRENT YEAR NOTES: Increase in subscription rates.								
<u>CAPITAL</u>									
45500-520	LIBRARY BUILDING/STRUCTURE	0	0	0	12,230	0	12,230	4,895	0
45500-560	LIBRARY FURNITURE AND FIXT	2,638	0	0	0	0	0	8,300	0
45500-570	LIBRARY OFFICE EQUIPMENT &	7,200	2,080	4,215	0	3,377	3,377	11,425	11,425
45500-580	LIBRARY OTHER EQUIPMENT	0	0	0	0	0	0	0	0
45500-590	LIBRARY BOOKS	35,545	33,158	36,701	38,600	18,374	38,600	38,600	38,600
TOTAL CAPITAL		45,383	35,238	40,916	50,830	21,751	54,207	63,220	50,025
45500-520	LIBRARY BUILDING/STRUCTURECURRENT YEAR NOTES: Replace all existing dry sprinkler heads in the high ceiling portion of the library. (12,230) Existing ones cannot be removed without breaking so required testing of the sprinkler heads is not possible. To be in compliance, we must replace them in order to be able to test and ensure viability of the system.								
45500-520	LIBRARY BUILDING/STRUCTURENEXT YEAR NOTES: Cleaning Kasota Stone(less if we provide a lift)changed to \$0.								
45500-560	LIBRARY FURNITURE AND FIXTNEXT YEAR NOTES: Upgrade lighting to LED include if/when there is an ameresco project \$8,300.								
45500-570	LIBRARY OFFICE EQUIPMENT &NEXT YEAR NOTES: Provide & install Schneider Electric Automated Server network computer with Web UI to replace existing Schneider Eletric Global Control Modual. With the age of our current system there is limited to no support available.								
45500-590	LIBRARY BOOKS ¹ CURRENT YEAR NOTES: Schmidt Foundation, Friends of the Library, Grants								
45500-590	LIBRARY BOOKS NEXT YEAR NOTES: Books, media, materials for children, youth, and adults								
TOTAL LIBRARY		380,367	366,697	388,766	405,233	260,461	408,080	418,172	408,573

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CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

211-LIBRARY FUND
 TRANSFERS-OUT
 EXPENDITURES

	2013	2014	2015	2016			2017	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>TRANSFERS</u>								
49300-720 TRANSFERS-OUT OPERATING TR	1,919	2,286	0	0	0	0	0	0
TOTAL TRANSFERS	1,919	2,286	0	0	0	0	0	0
TOTAL TRANSFERS-OUT	1,919	2,286	0	0	0	0	0	0
TOTAL EXPENDITURES	382,287	368,984	388,766	405,233	260,461	408,080	418,172	408,573
REVENUE OVER/(UNDER) EXPENDITURES	(39,145)	(39,297)	(46,966)	(79,353)	(64,448)	(79,271)	(88,439)	(80,340)

75

217-COMMUNITY CENTER

REVENUES	(----- 2016 -----) (----- 2017 -----)							
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
Good Sam			1.493					
DONATIONS & REFUNDS								
36230 CONTRIBUTIONS & DONATIONS	0	540	0	0	0	0	0	0
36241 VENDING MACHINE COMMISSIONS	11,039	9,977	10,789	10,200	5,804	10,200	10,200	10,200
36250 REFUNDS & REIMBURSEMENTS	5,730	4,510	5,768	4,500	664	4,500	4,500	4,500
TOTAL DONATIONS & REFUNDS	16,770	15,027	16,557	14,700	6,467	14,700	14,700	14,700
36250 REFUNDS & REIMBURSEMENTS	PERMANENT NOTES: LMC Dividend							
36250 REFUNDS & REIMBURSEMENTS	CURRENT YEAR NOTES: Work in SPCCC and Headstart, LMC dividend							
FIXED ASSET DISPOSAL								
39101 SALE OF GENERAL FIXED ASSETS	0	308	150	0	448	0	0	0
TOTAL FIXED ASSET DISPOSAL	0	308	150	0	448	0	0	0
TRANSFER FROM OTHER FUND								
39200 TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	0
TRANSFER								
39221 CASH TRANSFER	145,219	144,071	142,669	91,500	0	91,500	91,500	50,000
39222 UTILITY CHARGE REIMBURSEMENT	54,261	51,625	54,564	52,000	31,018	52,000	52,000	55,503
TOTAL TRANSFER	199,480	195,696	197,232	143,500	31,018	143,500	143,500	105,503
39221 CASH TRANSFER	PERMANENT NOTES: conduit transfer: full payment of lease agrmt will expire 5/17/2015; as of 5/17/2015 HT will pay 75% of the last 3 yr avg pmt; as of 5/17/2016 HT will pay 50% of the 3 yr avg pmt. thru the final payment of 5/2017; share of rec fees(ended 2009).							
39222 UTILITY CHARGE REIMBURSEMENT	PERMANENT NOTES: 75% reimbursement from utility funds.							
TOTAL REVENUES	434,196	387,629	409,163	358,474	195,325	371,586	370,930	338,692

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217-COMMUNITY CENTER
 COMMUNITY CENTER
 EXPENDITURES

			2016			2017			
2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED		
ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET		
PERSONNEL SERVICES									
44940-100	COMMUNITY CENTER WAGES	86,549	90,530	95,193	93,295	62,322	93,295	94,255	94,255
44940-101	COMMUNITY CENTER WAGES-TEM	0	0	133	0	471	0	0	0
44940-102	COMMUNITY CENTER WAGES-OVE	0	0	530	1,890	305	1,890	2,035	2,035
44940-121	COMMUNITY CENTER PERA CONT	5,960	6,349	6,908	5,687	3,984	5,687	6,013	6,013
44940-122	COMMUNITY CENTER FICA CONT	5,078	5,283	5,703	5,901	3,509	5,901	5,970	5,970
44940-126	COMMUNITY CENTER MEDICARE	1,188	1,236	1,334	1,380	821	1,380	1,396	1,396
44940-131	COMMUNITY CENTER HEALTH IN	24,558	24,593	25,441	28,194	19,911	28,194	31,155	32,148
44940-132	COMMUNITY CENTER DENTAL IN	1,725	1,645	1,757	1,498	1,174	1,498	1,498	1,498
44940-133	COMMUNITY CENTER LIFE INSU	35	35	35	35	23	35	35	35
44940-134	COMMUNITY CENTER DISABILIT	0	0	0	0	0	0	0	0
44940-142	COMMUNITY CENTER UNEMPLOYM	351	63	0	0	0	0	0	0
44940-151	COMMUNITY CENTER WORKERS C	2,219	2,712	3,332	4,493	2,745	4,493	4,083	4,326
TOTAL PERSONNEL SERVICES		127,663	132,446	140,365	142,373	95,264	142,373	146,440	147,676
OFFICE EXPENSES									
44940-200	COMMUNITY CENTER OFFICE SU	477	672	9	300	(25)	300	300	300
44940-210	COMMUNITY CENTER OPERATING	46,262	46,529	40,604	48,000	23,823	48,000	48,000	48,000
44940-211	COMMUNITY CENTER MOTOR FUE	0	0	21	0	30	0	300	300
44940-220	COMMUNITY CENTER REPAIR &	0	0	0	0	238	0	0	0
TOTAL OFFICE EXPENSES		46,739	47,201	40,633	48,300	24,066	48,300	48,600	48,600
44940-210	COMMUNITY CENTER OPERATING	PERMANENT NOTES: Cleaning supplies; tools; uniform allowance; annual elevator permit(100); air handler filters; paint; gym floor refinishing supplies/materials; air handler filters; equipment parts, materials; BB nets, first aid supplies; light bulbs; solar salt; ice melt; vending 6,000 (proj #718)							
44940-210	COMMUNITY CENTER OPERATING	CURRENT YEAR NOTES: Flat screen tv and cart; dvd player; planters/flowers for main entrances A & B							
44940-210	COMMUNITY CENTER OPERATING	NEXT YEAR NOTES: AED alarm cabinet and replacement AED; VB nets							
44940-211	COMMUNITY CENTER MOTOR FUE	NEXT YEAR NOTES: Fuel for truck							

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217-COMMUNITY CENTER
 COMMUNITY CENTER
 EXPENDITURES

			2016			2017		
	2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PROFESSIONAL SERVICES								
44940-300	COMMUNITY CENTER PROFESSIO	18,677	19,927	22,522	22,000	14,150	22,000	27,400
44940-310	COMMUNITY CENTER CONTRACTU	0	0	0	0	0	0	0
44940-321	COMMUNITY CENTER TELEPHONE	836	1,420	2,015	1,200	1,713	2,700	2,800
44940-322	COMMUNITY CENTER POSTAGE	65	122	85	100	91	100	100
44940-331	COMMUNITY CENTER TRAVEL &	279	105	39	300	409	200	200
44940-340	COMMUNITY CENTER ADVERTISI	294	0	199	220	89	220	220
44940-354	COMMUNITY CENTER PRINTING	0	413	89	0	0	0	0
44940-360	COMMUNITY CENTER INSURANCE	11,983	11,376	11,260	11,500	9,678	9,700	11,500
44940-380	COMMUNITY CENTER UTILITIES	<u>96,692</u>	<u>97,570</u>	<u>94,141</u>	<u>102,000</u>	<u>49,337</u>	<u>102,000</u>	<u>104,000</u>
TOTAL PROFESSIONAL SERVICES		128,827	130,934	130,350	137,320	75,469	136,920	144,220

44940-300 COMMUNITY CENTER PROFESSIOPERMANENT NOTES:
 Waste Management (5350); elevator preventative maint
 (2,000); boiler prev main (4012); outside window washing;
 fall shut down/spring startup; pre-employment physicals as
 needed; RPZ testing; boiler licenses; annual roof inspection
 (1600); chiller service agreement (3600); weed control
 (600); Ryan Electric; Paape (repair air handlers)

44940-300 COMMUNITY CENTER PROFESSIONEXT YEAR NOTES:
 Preventive maintenance for SPCC heating/cooling control
 system (5410)

REPAIR & MAINTENANCE								
44940-401	COMMUNITY CENTER BLDG-REP&	13,654	13,591	10,860	22,000	5,472	15,000	22,000
44940-404	COMMUNITY CENTER EQUIP-REP	6,858	7,737	11,684	9,000	5,863	9,000	10,000
44940-420	DEPRECIATION	0	0	0	0	0	0	0
44940-430	COMMUNITY CENTER MISCELLAN	<u>0</u>						
TOTAL REPAIR & MAINTENANCE		20,512	21,328	22,544	31,000	11,336	24,000	32,000

44940-401 COMMUNITY CENTER BLDG-REP&PERMANENT NOTES:
 Ballasts/lights; chiller repairs; roof repairs; fix toilets;
 Plumbing issues; paape repairs; air handler motors; door
 Repairs; wall sconces.

44940-404 COMMUNITY CENTER EQUIP-REPPERMANENT NOTES:
 Copier maint (shared with Rec), fix/maintain e.g. reel
 machine, rider/scrubber, rider carpet cleaner,
 vacuums, appliances, pick-up truck, mower, vacuums

44940-404 COMMUNITY CENTER EQUIP-REPNEXT YEAR NOTES:
 Vehicle maintenance; Security system maintenance

79

217-COMMUNITY CENTER
 COMMUNITY CENTER
 EXPENDITURES

		(----- 2016 -----)					(----- 2017 -----)		
		2013	2014	2015	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>CAPITAL</u>									
44940-510	COMMUNITY CENTER LAND ACQU	0	0	0	0	0	0	0	0
44940-520	COMMUNITY CENTER BUILDING/	12,386	0	9,090	69,000	0	69,000	10,000	5,000
44940-530	COMMUNITY CENTER IMPROVEME	0	0	0	0	0	0	0	0
44940-560	COMMUNITY CENTER FURNITURE	0	0	8,407	8,300	12,561	6,669	4,500	4,500
44940-570	COMMUNITY CTR OFFICE EQUIP	15,052	20,212	3,960	21,674	3,600	4,400	20,200	20,200
TOTAL CAPITAL		27,438	20,212	21,457	98,974	16,161	80,069	34,700	29,700
44940-520	COMMUNITY CENTER BUILDING/CURRENT YEAR NOTES:	Replace hallway carpet and rooms 217 & 219. Take out carpet and replace with tile at door B from bulletin board area to display case. Replace vinyl with ceramic tile in Senior Center kitchen and around serving counter. (69,000)							
44940-520	COMMUNITY CENTER BUILDING/NEXT YEAR NOTES:	Landscaping- changed to \$5,000 in 2017 and 2018 each.							
44940-560	COMMUNITY CENTER FURNITURECURRENT YEAR NOTES:	Replace gym lights with T-8 lights							
44940-560	COMMUNITY CENTER FURNITURENEXT YEAR NOTES:	Replace Volleyball system							
44940-570	COMMUNITY CTR OFFICE EQUIPCURRENT YEAR NOTES:	Replace mower (13 yrs old) with rider mower (3200); shrub trimmer (800); replace rider scrubber (17,674)							
44940-570	COMMUNITY CTR OFFICE EQUIPNEXT YEAR NOTES:	Replace rider scrubber; replace carpet cleaner							
TOTAL COMMUNITY CENTER		351,179	352,121	355,350	457,967	222,295	431,662	405,960	403,051

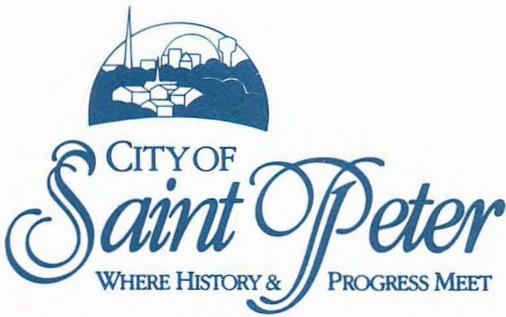
08

CITY OF ST. PETER
 APPROVED BUDGET
 AS OF: SEPTEMBER 30TH, 2016

217-COMMUNITY CENTER
 COMMUNITY CENTER TFR
 EXPENDITURES

	2013	2014	2015	(----- 2016 -----)			(----- 2017 -----)	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<u>TRANSFERS</u>								
49300-720 TRANSFERS-OUT OPERATING TR	11,017	12,834	0	0	0	0	0	0
TOTAL TRANSFERS	11,017	12,834	0	0	0	0	0	0
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TOTAL COMMUNITY CENTER TFR	11,017	12,834	0	0	0	0	0	0
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TOTAL EXPENDITURES	362,196	364,955	355,350	457,967	222,295	431,662	405,960	403,051
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REVENUE OVER/(UNDER) EXPENDITURES	72,001	22,674	53,813	(99,493)	(26,970)	(60,076)	(35,030)	(64,359)

18



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 9/2/2016

FROM: Todd Prafke
City Administrator

RE: SMMPA Agency Agreement Discussion

ACTION/RECOMMENDATION

None needed. For your information and discussion.

BACKGROUND

As you know, SMMPA has asked for amendments to the Agency Agreement the City has with the organization. The City has retained a Special City Attorney, Michael Krikava of Briggs and Morgan, to assist with analysis of the proposed amendment. Mr. Krikava has reviewed the documents and provided a written analysis of his recommendations, a copy of which is attached for Council review and discussion. You received information from SMMPA at a previous workshop when David Geshwind and Chris Schoenherr came to discuss the Board and Agency's thought behind the proposed amendment.

A copy of the proposed amendment is attached.

In addition, if you haven't already looked at it, the SMMPA Annual Report is available for your review at <http://www.smmpa.org/media/1662/smmpa2015web.pdf> this report gives an overall operational and financial picture of the agency.

My goal for your meeting is to have you in a position to take action on the proposed amendment in the next few weeks. Some of the other SMMPA members have already taken action and while you are not the first, you will likely be in the later one-half of the membership to do so. No communities have rejected the amendment.

Please let me know if you have any concerns or questions on this agenda item.

TP/bal



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80 South 8th Street
Minneapolis MN 55402-2157
tel 612.977.8400
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August 29, 2016

Michael C. Krikava
(612) 977-8566
mkrikava@briggs.com

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Todd Prafke
City Administrator
City of St. Peter
St. Peter City Hall
227 South Front Street
St. Peter, MN 56082-2513



Re: Proposed Amendments to SMMPA Agency Agreement

Dear Mr. Prafke:

You retained Briggs and Morgan to review certain revisions being proposed to the 1977 Agency Agreement between the City of St. Peter (and other municipalities) and the Southern Minnesota Municipal Power Agency (“SMMPA” or the “Agency”). Specifically, you asked that I review the proposed amendments for form and to discuss with you potential issues arising out of the proposed amendments. I understand your biggest concern is the impact these amendments could have on SMMPA members’ ability to take action in light of the Cities of Austin’s and Rochester’s (“Austin/Rochester”) stated intention to leave the Agency at the end of their current contractual period.

I have reviewed the information you provided, including the 1977 Agency Agreement establishing SMMPA, the proposed First Amendment to the Agency Agreement, St. Peter’s current power supply contracts, and a PowerPoint presentation prepared by SMMPA administration describing the proposed First Amendment. I also reviewed the operative Minnesota statute that authorizes and governs municipal power agencies such as SMMPA. In addition, on August 26, 2016, you, Pete Moulton and I had a telephone conference to discuss the proposed First Amendment and to address your concerns and points of interest. Based on all of that information, this Memorandum summarizes my review.

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Todd Prafke
August 29, 2016
Page 2

I. BACKGROUND

It is my understanding that the City of St. Peter is a member in good standing of SMMPA, having signed the original 1977 Agency Agreement that formed SMMPA, and a series of subsequent supply and service agreements. The Agency Agreement is the foundation document that created SMMPA and sets up the rights and obligations of the Agency and its member Cities. The Agency Agreement is based upon and governed by Minnesota Statutes, Section 453.51 through 453.62 (the "Act"), which permits Cities to join together to engage in the generation, transmission and local distribution of electricity in order to secure an adequate, economical and reliable supply of electricity. (See Agency Agreement, Section 1.)

Under the Act, the Agency "shall be deemed to be performing an essential governmental function and exercising a part of the sovereign powers of the state of Minnesota." Minn. Stat. § 453.54, subd. 1. As a Member, St. Peter is a requirements customer of SMMPA and has contracts in place to meet the City's energy supply requirements. St. Peter's obligations as a requirements customer of SMMPA are contractually scheduled to expire April 30, 2050. All other Requirements Members of SMMPA, except Austin/Rochester, also have requirements contracts with SMMPA running through April 30, 2050. Austin/Rochester, however, have requirements contracts with SMMPA that are scheduled to expire April 30, 2030.

It is my understanding that Austin/Rochester have announced their intention to allow their participation as requirements customers of SMMPA to expire on April 30, 2030. Expiration of Austin/Rochester's contracts with SMMPA in 2030, without more, would result in the withdrawal of these Cities from the Agency for all purposes, meaning that the remaining SMMPA members, including St. Peter, would continue on with the Agency but without Austin/Rochester's participation. It is my understanding that Austin/Rochester are SMMPA's two largest members. Presumably, withdrawal of these two Cities would result in cost shifts, allocation adjustments, and other business impacts on the remaining members as well as on SMMPA itself.¹

Apparently SMMPA has decided to pursue a potential alternative path, short of losing Austin/Rochester entirely by restructuring the relationship with Austin/Rochester to allow their continued participation in a more limited fashion. To that end, SMMPA is proposing a *First Amendment to Agency Agreement* ("First Amendment") that effectuates certain specified changes to the contractual relationships among the Members, and especially creating a new contractual

¹ Note that you have not asked me to assess or consider the impact on St. Peter of the loss of Austin /Rochester as requirements members under the Agency Agreement.

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ATTORNEY-CLIENT RELATIONSHIP
PRIVILEGED COMMUNICATIONS

Todd Prafke
August 29, 2016
Page 3

relationship that could be applied to Austin/Rochester (and potential new members) upon expiration of their requirements customer status.

The apparent overriding purpose for the First Amendment is:

[T]o enable [Austin/Rochester] to participate in contractual arrangements with the Agency following the expiration of their power sales contracts, and to provide an opportunity for other Minnesota cities to participate as members of the Agency solely with respect to specific generation, transmission or other projects on a contractual basis rather than on a requirements basis, among other matters;² (Emphasis added.)

The First Amendment allows for additional Members (beyond Austin/Rochester) to participate on specific contractual bases rather than as Requirements Members. Finally, the First Amendment includes certain “changes to the voting and quorum requirements, and the establishment of a project committee.”³ While these changes to the voting and quorum requirements are also related to planning for the departure of Austin/Rochester, they also have more general application, as discussed below.

II. DISCUSSION

Broadly speaking, the revisions contained in the proposed First Amendment fall into two categories: creation of a new category of membership – Project Members – and revisions to voting and quorum requirements. I note that on July 18, 2016, SMMPA held a workshop to discuss the amendments. In that workshop, SMMPA provided a PowerPoint presentation that summarizes the revisions proposed in the First Amendment. I believe that this PowerPoint presentation does a reasonable job of outlining the categories of the amendments and includes useful information. I commend this presentation to the City’s attention.

² Reference taken from “Form Resolution of City Council”, Whereas Clause 4. This form of resolution was presented by SMMPA to facilitate St. Peter’s approval of the First Amendment. Note that you have not asked me to review the form resolution and I assume your City Attorney will advise you and the City Council on the proper form of approval, should the City decide to approve the First Amendment.

³ Reference taken from Form Resolution of City Council, Whereas Clause 8.

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ATTORNEY-CLIENT RELATIONSHIP
PRIVILEGED COMMUNICATIONS

Todd Prafke

August 29, 2016

Page 4

1. Project Members

Section 1 of the First Amendment recites the purpose of the proposed revisions. This section is a good summary and may be helpful to briefing City Council members and other stakeholders about the reasons for the proposed revisions. Section 1 recites that Austin/Rochester have power sales contracts that terminate in 2030, whereas all other SMMPA members have contracts that go into 2050. The First Amendment refers to Austin/Rochester as the “Terminating Requirements Members” and St. Peter and the other remaining members as the “Requirements Members.” The First Amendment also refers to “Project Members” who will essentially be Austin/Rochester and any other Project Members identified or joining in the future.

Section 1 goes on to recite that it may be beneficial for all parties to “participate in such contractual arrangements with the Terminating Requirements Members which relate to interests in a specified project rather than on a requirements basis.” Finally, this clause sets up the concept of a “Project” that can be implemented jointly by the Agency and the Terminating Requirements Members. Essentially, a Project is broadly defined as “such property or interest therein or capacity thereof” as designated by SMMPA. An example of a Project could be joint development of a power plant by SMMPA and Austin/Rochester where SMMPA owns a specified share of the plant on behalf of the Requirements Members and Austin/Rochester own the remaining share.

The First Amendment is structured so that Austin/Rochester have the right to become Project Members upon expiration of their contracts in 2030. Some of the clauses are effective immediately and others are delayed until 2030.

Generally the First Amendment is structured to remove Austin/Rochester from obligations to SMMPA for general allocations and general costs and to make their obligations specific and limited to any Project that either (or both) of them pursue jointly with SMMPA. “[N]o Project Member shall be liable for any indebtedness incurred, assessments made and/or any other pecuniary liability in connection with any such matters other than with respect to pecuniary matters relating to the Project or Projects in which it participates.” (Section 2(C).) While the obligations are limited, it is notable that the First Amendment authorizes up to two Project Members to sit on the SMMPA Board of Directors. (Section 4(F).) It may be appropriate for the City to consider the implications of the potential for Cities who do not carry a share of SMMPA’s general obligations to sit on its Board of Directors, which has authority over all matters and not just Projects.

Section 2(B) changes the voting rights of Members to align with the new relationship with Project Members. Essentially, Project Members retain the right to vote on general governance

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ATTORNEY-CLIENT RELATIONSHIP
PRIVILEGED COMMUNICATIONS

Todd Prafke

August 29, 2016

Page 5

matters (admission/expulsion, termination, bylaws, Board of Directors). On financial matters (assessments, budgets, borrowings) Project Members' right to vote is limited to a vote "in connection with a Project." Specifically, "decisions relating to the issuance of bonds or notes of the Agency relating to a Project shall be determined on the Project Committee level subject to ratification by the Board of Directors."

Sections 2(C) and 2(D) further limit the Project Members' rights vis-à-vis general governance of the Agency. Project Members do not count toward a quorum except for those matters with which the Project Members have an interest as described in the preceding paragraph. Also, Project Members are not allocated a weighted vote.

Section 3 sets up the "Project Committee" for the purposes of governing the relationship between the Project Members and the remaining Requirements Members. This is perhaps the most important new material in the First Amendment. Section 3(A) sets up a framework by which "the Agency's participation in a Project shall be administered by a Project Committee"

Note that this clause contains substantial flexibility and creates a framework rather than hard and fast rules. This entire Section 3 is caveated so that a Project Committee can be governed "pursuant to contractual arrangements relating to a particular Project." Further, in each of the substantive paragraphs describing the formation, structure and responsibilities of a Project Committee, it begins with the same type of caveat: "Unless otherwise specifically stated in the Bylaws or in the contractual arrangements relating to a particular Project" (Emphasis added.)

This is an important point in that it gives SMMPA and Austin/Rochester broad latitude to design custom relationships to fit a particular Project. While there are sound commercial reasons for contracting parties to design that type of latitude, I suggest St. Peter consider its level of comfort with SMMPA and Austin/Rochester having the right to design their own arrangements for a particular Project outside of the Agency Agreement. Note that the Requirements Customers remain financially responsible for SMMPA's proportionate share of the costs of a Project so that the Requirements Customers (through SMMPA) have an interest in oversight of a Project. This question implicates St. Peter's and the other Requirements Customers' comfort in their governance of SMMPA to control SMMPA's contracting practices with Austin/Rochester.

Further under Section 3, if SMMPA and the Project Members choose to use the default committee structure, the provisions are fairly straightforward. The Project Committee has fairly typical rights to borrow money, execute contracts and interact both internally and externally. One notable limitation on the authority of the committee is found in the last sentence of Section 3(A), which provides: "The Project Committee's actions shall be of no effect until

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PRIVILEGED COMMUNICATIONS

Todd Prafke
August 29, 2016
Page 6

ratified by the Board of Directors.” This provides some governance control over the actions of a Project Committee (assuming the default procedures are used), although as noted previously, Austin/Rochester will have the right to have up to two seats on the Board of Directors.

If the default process is used for the Project Committee, the Project Committee will consist of Member(s) of the Project plus one representative of the Requirement Members. Action of the Project Committee would be by proportionate voting based on the shares of the Project.

There are a series of conforming changes that were made to implement the Project Member concept. These changes are consistent with the underlying purpose of the First Amendment and appear designed for facilitating the ability for SMMPA to contract with Austin/Rochester on specific Projects after they cease to be Requirements Members. These conforming changes include:

- Section 4(A) makes clear that if there become a “Future Project Member,” its obligations under the Agency Agreement are limited to costs “relating to the Project in which such Future Project Member will participate.”
- Section 4(B) addresses Cities’ right to withdraw from the Agency and clarifies that the obligations of a Project Member pertain only to the specific Project(s) when it comes to limitations on withdrawal from the Agency.
- Section 4(E) acknowledges the limitations on the rights and obligations of Project Members vis-à-vis the Board of Directors.
- Section 4(F) acknowledges that a Project Member can be on the Board of Directors but limits the right to no more than two Project Members.
- Section 4(H) clarifies that if SMMPA is dissolved a Project Member is only entitled to its share of the assets relating to the specific Project(s).
- Section 4(I) amends the Agency Agreement section on operating budgets to confirm that the Project Member is only entitled to vote on the budget as it pertains to a Project.

2. Voting and Quorum

The other main category of changes in the First Amendment pertain to modifications of the voting and quorum requirements under the Agency Agreement. While those changes pertain to some degree to the creation of the new Project Member classification, they also include broad changes to the way voting is structured. While I am not able to assess the precise impact these changes may have on St. Peter’s relative ranking among the Members, I will describe those changes for the City to consider whether and how those changes may impact St. Peter.

CONFIDENTIAL
ATTORNEY-CLIENT RELATIONSHIP
PRIVILEGED COMMUNICATIONS

Todd Prafke

August 29, 2016

Page 7

Broadly speaking, these changes fall into three categories:

- a. Changes to reflect the new status of Austin/Rochester as Project Members;
- b. Changes to the formula for allocating weighted voting;⁴ and
- c. Changes to the circumstances when weighted voting is used.

From my perspective the third set of changes are potentially the most significant as they appear to somewhat change the relationship among the members. I have no basis to assess the practical impact of these changes but will describe them for the City to consider in light of its history with SMMPA and the other members.

- a. Changes to Reflect the New Status of Austin/Rochester

Many of the changes described in this section were previously addressed above. However, for ease of the reader, I will provide a summary of these changes here:

- Section 2(A) preserves St. Peter's right to vote on all matters as a Requirements Member.
- Section 2(B) restricts a Project Member's right to vote on matters of general governance and matters in connection with a Project.
- Section 2(C) provides that a Project Member is counted as part of a quorum only with respect to matters for which it has the right to vote.
- Section 2(D) states that "no Project Member shall be allocated a weighted vote."
- Section 4(I) allows a Project Member to vote on budgets only to the extent they are in connection with a Project.
- Section 4(J) addresses the quorum requirements for matters pertaining to both Project Members and Requirements Members. This clause clarifies a quorum is a majority of the total number of Representatives without weighted voting.
- Section 4(J) also addresses a quorum for matters pertaining only to Requirements Members. A quorum is the combination of a majority of the Representatives and a majority of the weighted votes. This requirement is, I believe, the same as in the past but may be applied differently since the weighting formula will change.

⁴ I note that on July 18, 2016, SMMPA held a workshop in St. Peter to discuss the amendments. Slide 9 from the PowerPoint presentation provides SMMPA's assessment of the relative impacts of removing Austin/Rochester and the changes to the formula for weighted voting. I have not independently verified the accuracy of this information.

CONFIDENTIAL
ATTORNEY-CLIENT RELATIONSHIP
PRIVILEGED COMMUNICATIONS

Todd Prafke

August 29, 2016

Page 8

b. Changes to the Formula for Allocating Weighted Voting

First, it should be noted that a Project Member (Austin/Rochester) has no weighted voting rights.

Second, Section 4(D) of the First Amendment changes the formula for weighted voting effective after 2030. Previously, the formula included weighting to capacity purchases and included a component for non-SMMPA energy sales. According to SMMPA, the revisions in this Section simplify the weighted voting formula to now apply only to SMMPA sales and weight it equally between capacity and energy.

I do not know the practical impact of these changes but note that SMMPA's PowerPoint presentation, Slide 9 indicates that the shift in voting rights under the new formula is relatively small.

c. Changes to the Circumstances When Weighted Voting is Used

Since Project Members have no weighted voting rights at all under the First Amendment some additional changes were made to certain sections of the Agency Agreement that previously included weighted voting but which, post-2030, Austin/Rochester will have a vote. These issues are matters pertaining to:

- Admission/Expulsion of Members (Section 4(A) and Section 4(C))
- Amendments to the Agency Agreement (Section 4(K))
- Termination of Agency Agreement (Section 4(L))
- Bylaws Changes (Section 4(K))
- Election/Removal of Board Members (Section 4(G))

The First Amendment (Section 2(B)) gives Austin/Rochester the right to vote on these matters. But the original Agency Agreement had these subject to weighted voting. This creates something of a disconnect since Austin/Rochester's single votes would be meaningless if cast against the number of weighted votes under the old formula. SMMPA appears to have chosen to solve this disconnect by eliminating weighted voting for these items so that each City (including Austin/Rochester) has one vote.

This outcome presents an issue for consideration for St. Peter. Taking Austin/Rochester out of weighted voting after 2030 certainly mutes their influence on SMMPA governance. But St. Peter should consider what implications (if any) there are to reverting to straight "majority rules" voting on important governance matters such as amendments and Board elections. It may be that this change could operate to St. Peter's benefit by the elimination of Austin/Rochester's

CONFIDENTIAL
ATTORNEY-CLIENT RELATIONSHIP
PRIVILEGED COMMUNICATIONS

Todd Prafke
August 29, 2016
Page 9

heavily-weighted position. However, I note that under the new language, the nine smallest members could successfully pass an outcome over the objections of larger members such as St. Peter and the other larger Cities.

III. CONCLUSION

Thank you for the opportunity to provide this review and analysis. I would be happy to answer any questions you may have.

Very truly yours,

BRIGGS AND MORGAN, P.A.

/s/ Michael C. Krikava

Michael C. Krikava

MCK/rh

B R I G G S A N D M O R G A N

CONFIDENTIAL

ATTORNEY-CLIENT RELATIONSHIP

PRIVILEGED COMMUNICATIONS

Todd Prafke

August 29, 2016

Page 10

bcc: M. Ippel

Proposed Agency Agreement Changes

Dave Geschwind – Executive Director & CEO

June 2016

93



SOUTHERN MINNESOTA
MUNICIPAL POWER AGENCY

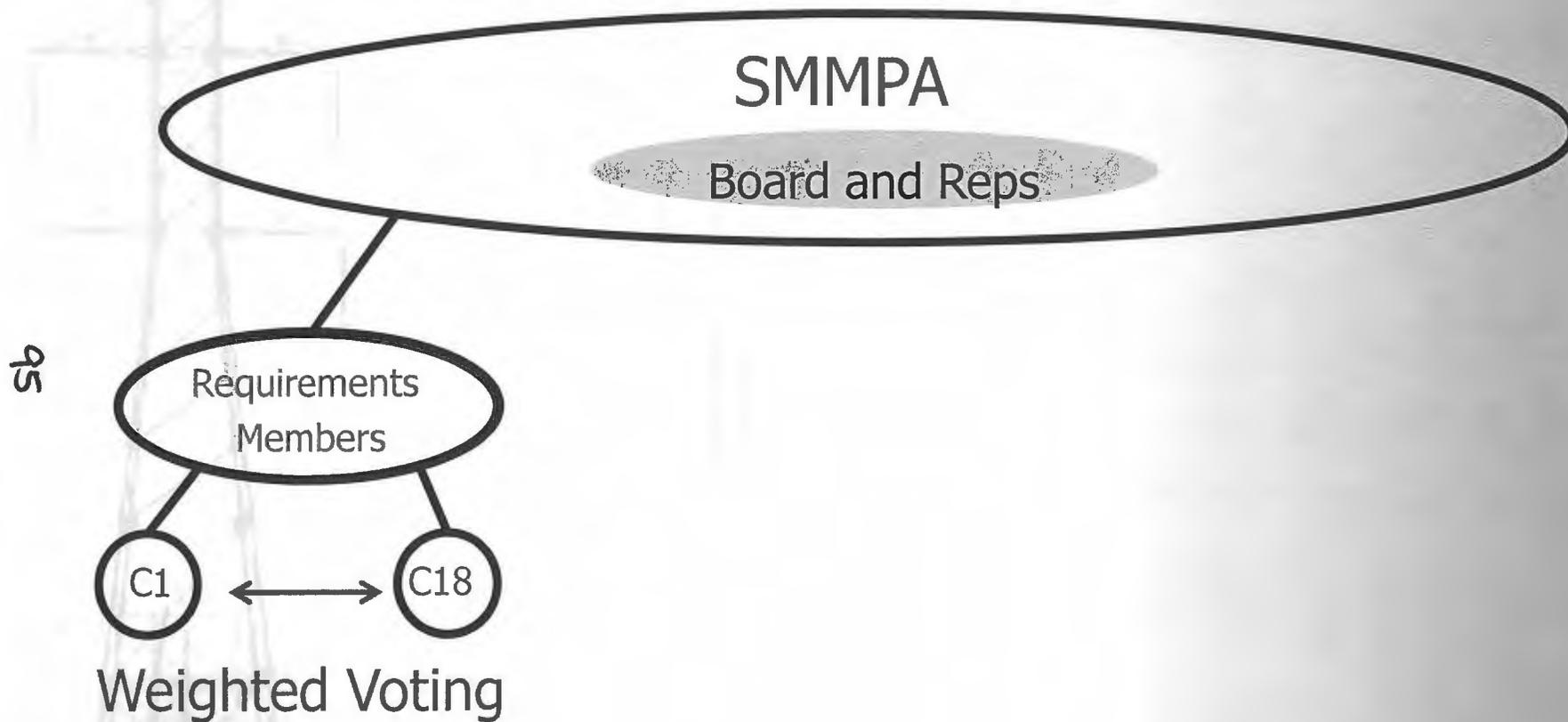
Bringing power to your life.

Approval Process for Amendments to the Agency Agreement

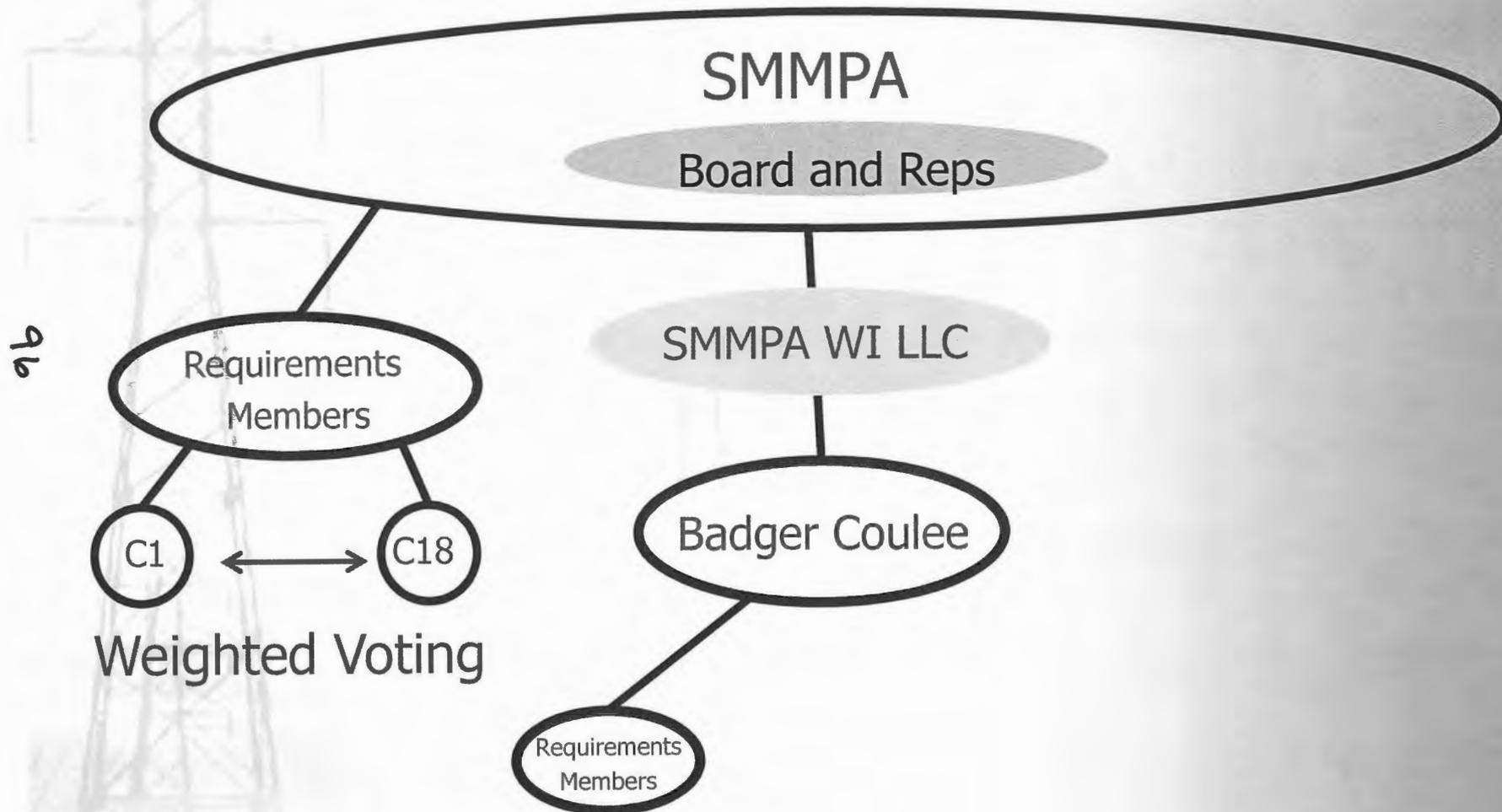
- Approval by 2/3 of the Representatives
- Approval by 2/3 of the weighted votes
- Approved and concurred in by Commission Resolutions and City Council Resolutions of 2/3 of all Members
- Filing a certified copy of each resolution and the amendment with the MN Sec. of State

hb

SMMPA Before Badger Coulee Transmission Project

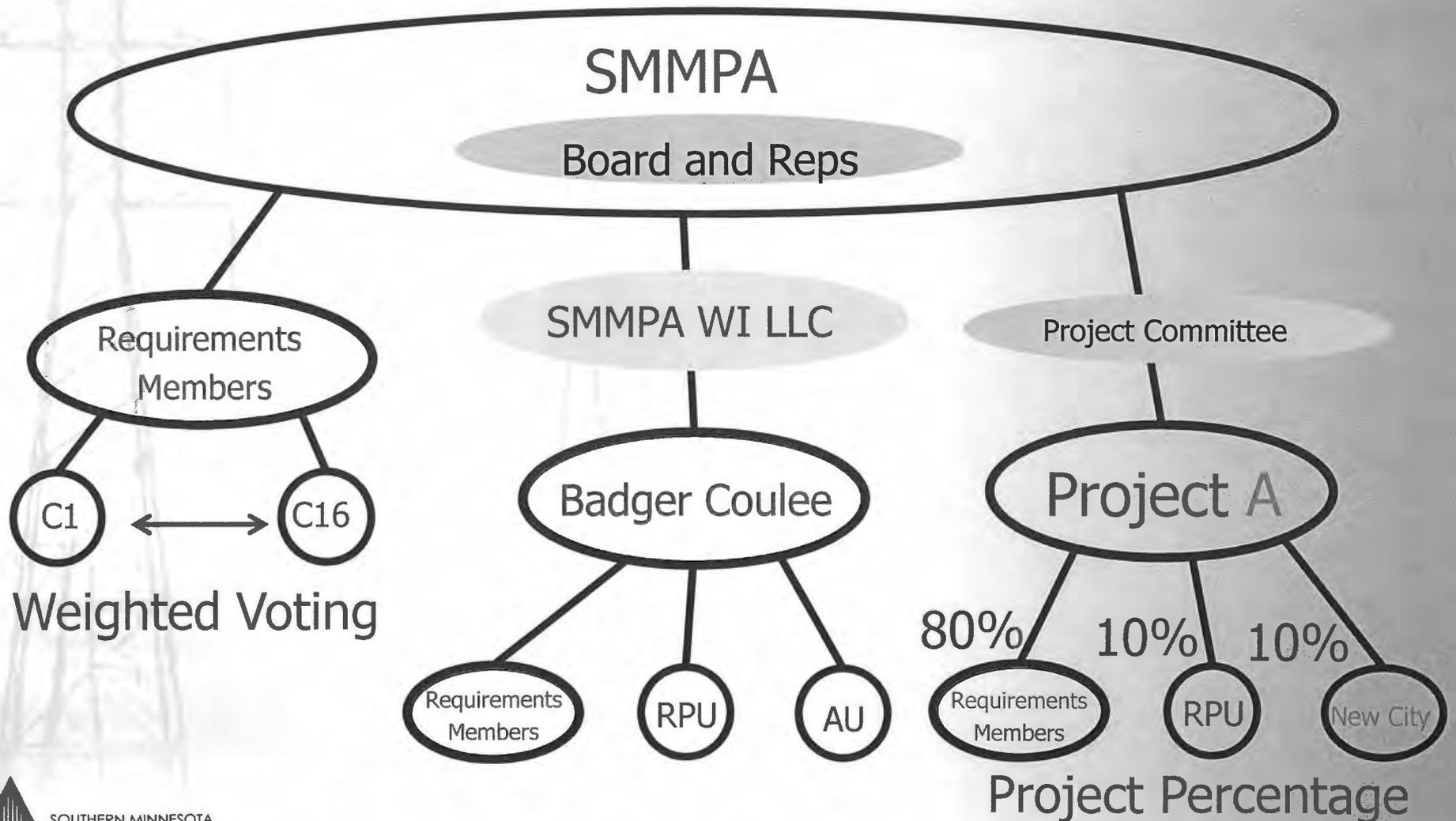


SMMPA Today

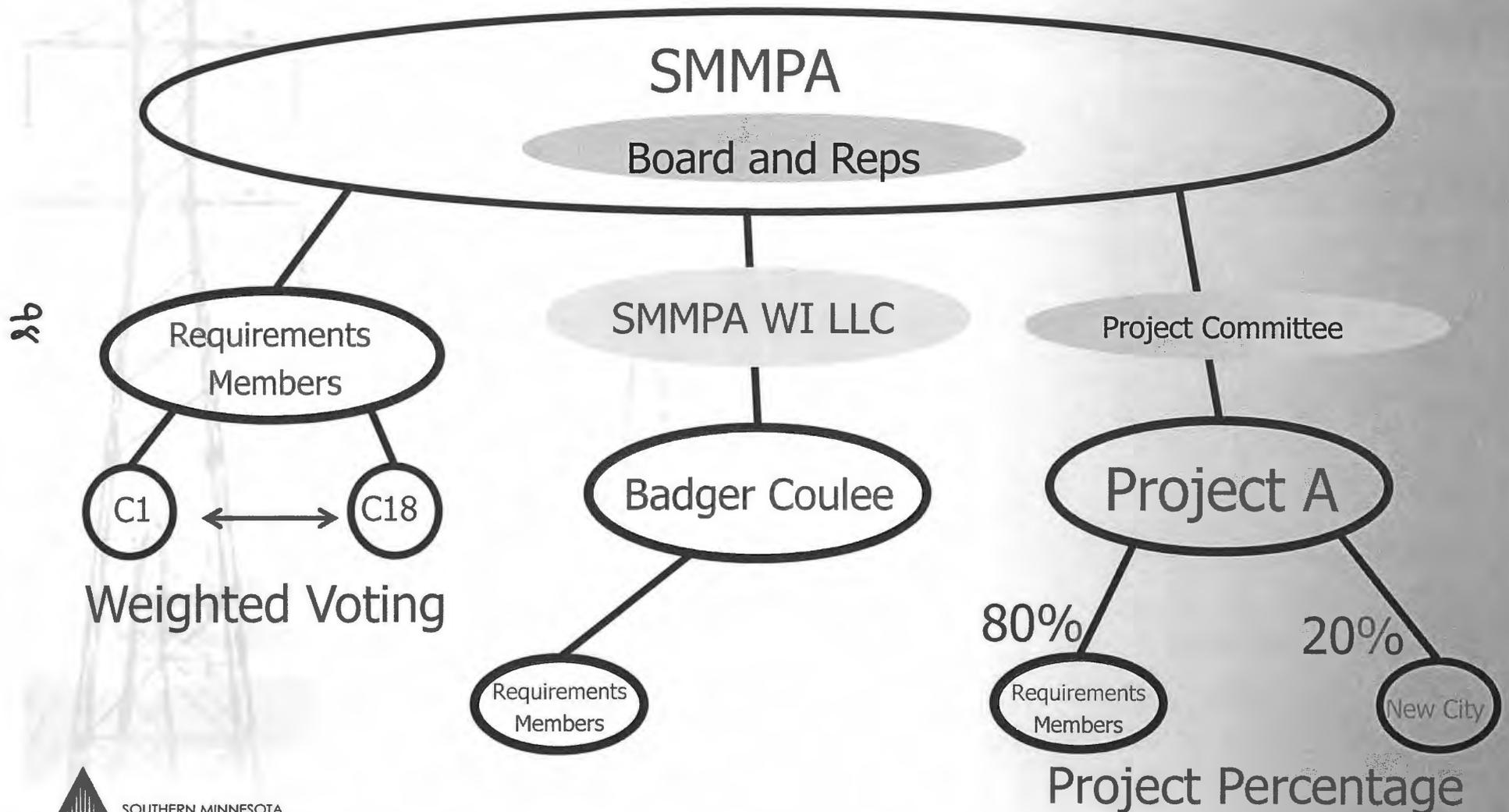


Potential Structure with Project Participants After 2030

97



Potential Structure with Project Participants Pre-2030



What would change under Amendment 1?

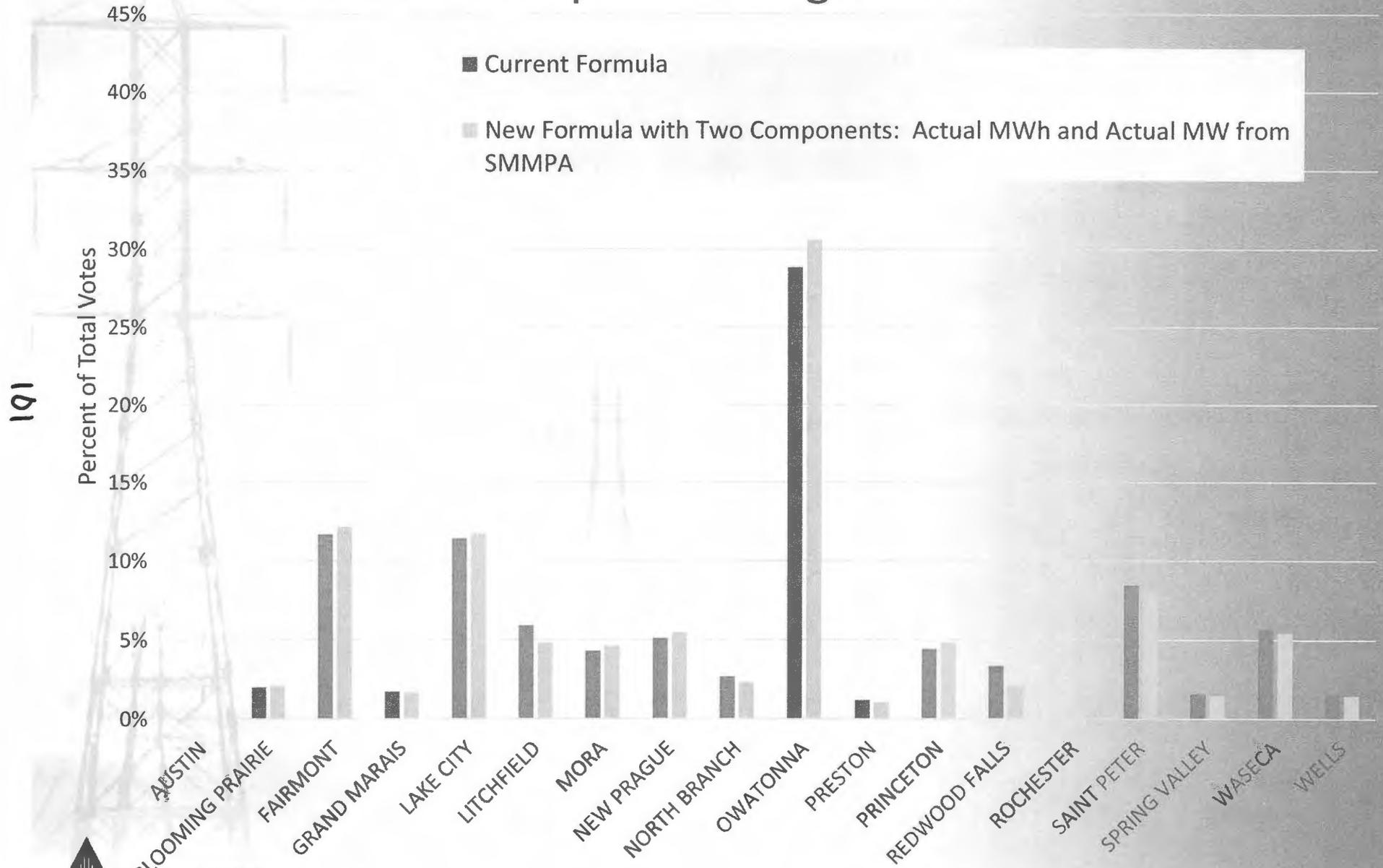
- ▼ SMMPA can have Project Members
- ▼ Once SMMPA has a Project Member, voting changes (mainly post-2030)
 - Project Members would have a Member Representative and Project Committee member, but no traditional weighted vote
- ▼ After 2030, no weighted voting on:
 - Admission/expulsion of Members
 - Amendments to Agency Agreement
 - Bylaws changes
 - Election of board members
- ▼ Project Members can only vote on matters with a pecuniary interest and have no pecuniary liability for matters other than Projects in which they participate

bb

Questions for Member Discussion

1. Should Project Members be able to stand for election to the SMMPA board?
 - Outcome: Yes, of the elected four directors, up to two can be Project Members.
2. Should the concept of automatic board seats be retained after 2030?
 - Outcome: Yes, retain current practice.
3. Should weighted vote formula be changed after 2030 to remove portion related to non-SMMPA energy sales?
 - Outcome: Simplify weighted vote formula - to be based on energy and capacity purchases from Agency in prior year.
4. Can a city that is neither a Requirements Member nor a Project Member be a Member?
 - Outcome: No. Must be either a Requirements Member or Project Member.

Current and Proposed Weighted Vote Formula



**AMENDMENT No. 1
to AGENCY AGREEMENT**

Amendment No. 1 dated _____, 2016 ("Amendment No. 1") to the Agency Agreement dated April 1, 1977 creating the Southern Minnesota Municipal Power Agency (the "Agency") which agreement is on file with the Secretary of State of Minnesota in Book S-46 of Incorporations on page 300 (the "Original Agency Agreement;" such Original Agency Agreement as amended by this Amendment No. 1 is hereinafter referred to as the "Agency Agreement") between and among CITY OF AUSTIN, a city organized and existing under the laws of the State of Minnesota, CITY OF BLOOMING PRAIRIE, a city organized and existing under the laws of the State of Minnesota, CITY OF FAIRMONT, a city organized and existing under the laws of the State of Minnesota, CITY OF GRAND MARAIS, a city organized and existing under the laws of the State of Minnesota, CITY OF LAKE CITY, a city organized and existing under the laws of the State of Minnesota, CITY OF LITCHFIELD, a city organized and existing under the laws of the State of Minnesota, CITY OF MORA, a city organized and existing under the laws of the State of Minnesota, CITY OF NEW PRAGUE, a city organized and existing under the laws of the State of Minnesota, CITY OF NORTH BRANCH, a city organized and existing under the laws of the State of Minnesota, CITY OF OWATONNA, a city organized and existing under the laws of the State of Minnesota, CITY OF PRESTON, a city organized and existing under the laws of the State of Minnesota, CITY OF PRINCETON, a city organized and existing under the laws of the State of Minnesota, CITY OF REDWOOD FALLS, a city organized and existing under the laws of the State of Minnesota, CITY OF ROCHESTER, a city organized and existing under the laws of the State of Minnesota, CITY OF SAINT PETER, a city organized and existing under the laws of the State of Minnesota, CITY OF SPRING VALLEY, a city organized and existing under the laws of the State of Minnesota, CITY OF WASECA, a city organized and existing under the laws of the State of Minnesota, and CITY OF WELLS, a city organized under the laws of the State of Minnesota (herein referred to collectively as the "Cities") and any and all Minnesota cities becoming parties to the Agency Agreement in accordance with its terms after the date hereof (said cities together with the Cities being herein collectively referred to as the "Members"). Capitalized terms not otherwise defined in this Amendment No. 1 shall be as defined in the Original Agency Agreement.

WITNESSETH:

WHEREAS, the Original Agency Agreement created the Agency pursuant to Minnesota Statutes, Section 453.51 through 453.62, inclusive (herein referred to as the "Act," which term includes any amendment thereof); and

WHEREAS, each City is a Member of the Agency and is authorized either by the laws of the State of Minnesota or by its city charter adopted pursuant thereto to engage in the local distribution and sale of electric energy; and

WHEREAS, the Original Agency Agreement provides for the amendment thereof with the effectiveness of any amendment subject to certain conditions set forth in Section 9(L) of the Original Agency Agreement; and

WHEREAS, this Amendment No. 1 has been (a) approved by two-thirds of all of the Representatives, each casting one vote, (b) approved by the two-thirds of the total number of votes capable of being cast by all of the Representatives, in accordance with the weighted voting

formula described in Section 9(C) of the Original Agency Agreement, (c) approved and concurred in by Commission Resolutions and City Council Resolutions of two-thirds of all of the Members and (d) upon the filing with the Secretary of State as required by the Act of a certified copy of each such Resolution and this Amendment No. 1, this Amendment No. 1 shall be effective.

NOW, THEREFORE, each of the Cities and each of the Minnesota cities becoming a Member of the Agency after the date hereof, does hereby covenant and agree, each in consideration of the foregoing and in consideration of the covenants and agreements of the other; as follows:

Section 1. Purpose of Amendment No. 1. All of the Members of the Agency on the date hereof (except for the Cities of Austin and Rochester) have power sales contracts with the Agency with a term that remains in effect until April 1, 2050 (the "Continuing Members"). The Cities of Austin and Rochester (the "Terminating Requirements Members") have power sales contracts with an initial term ending on March 31, 2030 (the "Initial PSC Termination Date"). The Continuing Members, together with, prior to the Initial PSC Termination Date, the Terminating Requirements Members, are referred to herein as the "Requirements Members." The Terminating Requirements Members may wish to remain Members of the Agency after the Initial PSC Termination Date and participate in contractual arrangements with the Agency other than on the basis of the contractual arrangements between the Agency and the Requirements Members. The Agency also wishes to plan for its future needs and may determine that it is beneficial for the Agency and its Members for the Agency to participate in such contractual arrangements with the Terminating Requirements Members which relate to interests in a specified project rather than on a requirements basis. In addition, it may be beneficial to the Agency and its Members and Minnesota cities becoming Members after the date hereof to offer contractual arrangements with such future Members which relate to interests in a specified project rather than on a requirements basis (the "Future Project Members" or the "Project Members;" and, on and after the Initial PSC Termination Date, together with the Terminating Requirements Members participating in Projects, the "Project Members"). Prior to entering into any such contractual arrangements, the Board of Directors of the Agency shall designate such property or interest therein or capacity thereof as a "Project" (the "Project") for purposes of this Amendment No. 1. This Amendment No. 1 shall be effective upon its filing with the Secretary of State as required by the Act together with a certified copy of the resolutions referred to in the last "WHEREAS" clause hereof. However, certain provisions of this Amendment No. 1 may not take effect until the occurrence of certain events as specified in this Amendment No. 1. In addition, certain provisions herein may not take effect until the Initial PSC Termination Date.

Section 2. Matters Requiring Members' Approval. A. On and after any Member becomes a Project Member, Requirements Members shall be entitled to vote as a Representative on the matters requiring approval by the Representatives pursuant to Section 9(B) of the Original Agency Agreement except as otherwise set forth in this Section 2.

B. On and after any Member becomes a Project Member, Project Members shall be entitled to vote as a Representative on matters requiring approval by the Representatives pursuant to clauses (5), (6), (7) and (8) of Section 9(B) of the Original Agency Agreement. On and after any Member becomes a Project Member, as to matters requiring approval of the Representatives pursuant to clauses (2), (3) and (4) of Section 9(B) of the Original Agency Agreement, Project Members shall be entitled to vote as a Representative on such matters

requiring approval by the Representatives if such vote is in connection with a Project in which a Project Member has a pecuniary interest and matters relating to a Project shall be approved by the majority of the votes cast by the Representatives with each Representative entitled to one vote. On and after any Member becomes a Project Member, decisions relating to the issuance of bonds or notes of the Agency relating to a Project shall be determined on the Project Committee level subject to ratification by the Board of Directors.

C. On and after any Member becomes a Project Member, no Project Member shall be counted as a Representative for purposes of a quorum with respect to any of the matters enumerated in this Section 2 other than with respect to those matters for which Project Members shall be entitled to vote as a Representative pursuant to clause B of this Section 2 and no Project Member shall be liable for any indebtedness incurred, assessments made and/or any other pecuniary liability in connection with any such matters other than with respect to pecuniary matters relating to the Project or Projects in which it participates.

D. On and after any Member becomes a Project Member, no Project Member shall be allocated a weighted vote pursuant to Section 9(C) of the Agency Agreement.

E. On and after the Initial PSC Termination Date, Members shall consist of either Project Members or Requirements Members.

Section 3. Committee Governing Actions Relating to Projects. A. On and after the effective date of this Amendment No. 1, the Agency's participation in a Project shall be administered by a Project Committee which shall be established by the Board of Directors or pursuant to contractual arrangements relating to a particular Project. Such matters shall include, but not be limited to the following and are subject to the provisions of Section 9(B) of the Agency Agreement:

- (1) the issuance of bonds or notes of the Agency secured by the revenues and funds from such Project;
- (2) the execution by the Agency of any contract relating to such Project (other than contractual arrangements between the Agency and such Project Members relating to the applicable Project); and
- (3) representation on any committees relating to joint ownership of the Project.

The Project Committee's actions shall be of no effect until ratified by the Board of Directors.

B. Unless otherwise specifically stated ~~in the Bylaws or~~ in the contractual arrangements relating to a particular Project, a Project Committee shall consist of representatives of each of the Project Members participating in such Project and one representative for the Requirements Members. For purposes of clarity, for all purposes under this Section 3, prior to the Initial PSC Termination Date, the Terminating Requirements Members shall be included within the category of Requirements Members and, after the Initial PSC Termination Date, each Terminating Requirements Member participating in a Project shall for all purposes be an individual Project Member. The representative of the Requirements Members shall be selected

by a majority vote of the Member Representatives of such Requirements Members with each Member Representative entitled to one vote. Each Project Committee shall meet as necessary to discuss matters relating to the applicable Project. Unless otherwise specifically stated ~~in the Bylaws or~~ in the contractual arrangements relating to a particular Project, a quorum exists at any meeting of a Project Committee when a majority of the members of the Project Committee are present and one of such members is the representative of the Requirements Members. Unless otherwise specifically stated ~~in the Bylaws or~~ in the contractual arrangements relating to a particular project, if a quorum exists, a majority vote of the members of the Project Committee present and comprising the quorum, each exercising the number of votes allotted to such member in accordance with clause C below, shall be necessary to take any action.

C. Unless otherwise specifically stated ~~in the Bylaws or~~ in the contractual arrangements relating to a particular Project, the number of votes that can be exercised by the members of the Project Committee shall be calculated as set forth in this clause C. The members of each Project Committee shall have an aggregate total amount of 100 votes. The allocation of such votes shall be based on percentage shares of the participants in the Project (as represented by the project percentages contained in the contractual arrangements between the Agency and the participants in such Project). For purposes of the foregoing, the Agency's percentage share in a Project shall be the percentage share of the Requirements Members. After the Initial PSC Termination Date, the Terminating Requirements Members shall each have its allocation of votes based on its percentage share of the Project and the Terminating Requirements Members shall each be a Project Member. Voting with respect to representatives of Project Members on the Project Committee shall be based on the total percentage shares of all Project Members in the Project. The number of votes on the Project Committee for each Project Member who is a member of the Project Committee shall be a number representing such Project Member's percentage share in the applicable Project calculated with respect to the aggregate total amount of 100 votes (by way of example, a 36.2% share in the applicable Project shall equal 36.2 votes out of the aggregate total of 100 votes). The total number of votes of the Requirements Members shall be a number equal to the total percentage share of the Agency in such Project calculated in the same manner as votes for each Project Member and shall be exercised by the representative of the Requirements Members on the Project Committee. Prior to any vote of representatives on the Project Committee on matters in connection with item (1) of clause A of this Section 3, the Requirements Members shall direct their representative on the Project Committee to cast the total number of votes of the Requirements Members on such matter or matters based on the results of a weighted vote on the question cast by the Member Representatives of such Requirements Members in accordance with Section 9(C) of the Original Agency Agreement. Any matters subject to such weighted vote shall be approved by a majority of weighted votes cast by the Member Representatives of the Requirements Members present. A quorum for purposes of such actions shall be that number of Member Representatives of Requirements Members which may, by weighted voting, cast a majority of the aggregate amount of votes capable of being cast by all Member Representatives of the Requirements Members.

D. Unless otherwise specified ~~in the Bylaws or~~ in the contractual arrangements relating to a particular Project, each Project Committee shall elect a chairperson who shall serve as the liaison between the Project Committee and the Agency staff. Unless otherwise specified herein, ~~in the Bylaws or~~ in the contractual arrangements relating to a particular Project, all procedural matters relating to meetings, notices of meetings, voting by proxy or determinations

from the Agency, if such withdrawal would reduce the number of Requirements Members remaining in the Municipal Power Agency to less than five (5) and (ii) if any obligations of the Agency incurred with respect to a Project shall be outstanding at the time, Project Members participating in such Project shall not be permitted to withdraw.

C. The last paragraph of clause 4 of Section 9(A) of the Original Agency Agreement is hereby amended to read as follows on and after the Initial PSC Termination Date:

Any Member which has (a) defaulted under a contract with the Agency, or (b) failed to pay its assessments in accordance with Section 9(I) hereof, may be expelled from the Agency at an annual or special meeting of the Representatives by the affirmative vote of a majority of the Representatives (including the Representative or Representatives of the defaulting Member), each casting one vote. The expulsion of a Member from the Municipal Power Agency shall not affect any obligations under any contract between the expelled Member and the Municipal Power Agency.

D. Section 9(C) of the Original Agency Agreement is hereby amended to read as follows on and after the Initial PSC Termination Date:

(C) Voting. Except as otherwise expressly provided in this Agency Agreement, each action at any meeting of the Representatives shall be taken by a majority of the votes cast on the question by the Representatives present, each exercising a number of votes allocated to the Member he or she represents as follows (referred to herein as a "weighted vote"):

(1) One vote for each full 5,000 megawatt hours of electric energy purchased by the Member from the Agency during the Agency's most recent Fiscal Year, under a full or partial requirements contract; plus

(2) One additional vote for each full megawatt of the peak amount of electric capacity purchased by the Member from the Agency during the Agency's most recent Fiscal Year, under a full or partial requirements contract; provided that

(3) If the votes allocated to any Member pursuant to clauses (1) and (2) would equal or exceed the total number of votes allocated to all other Members, its allocation of votes shall be reduced to one vote less than those allocated to all other Members.

The allocation of votes to each Member shall be made in accordance with the formula outlined above as soon as practicable after the beginning of each Fiscal Year. The allocation shall be made by the Secretary of the Agency based upon a certificate of

the Commission of the Member, and such allocation shall be verified by the Board of Directors. Each such allocation shall remain effective until such time as a new allocation is made for the next Fiscal Year.

In the case of a new Requirements Member or Terminating Requirements Member with a new or modified requirements power sales contract, weighted votes will be determined under clauses (1) and (2) above for the first partial and full year of the new or modified power sales contract based on that Member's load characteristics from the prior year and the energy and capacity amounts expected to be provided by the Agency in that first partial and full year of the new or modified contract.

E. The first sentence of Section 9(E) of the Original Agency Agreement is hereby amended to read as follows on and after any new or existing Member becomes a Project Member:

Other than as set forth in Amendment No. 1 to the Original Agency Agreement, the powers of the Municipal Power Agency shall be exercised by the Board of Directors in which shall be vested all of the powers conferred on the Municipal Power Agency by the Act and this Agency Agreement other than those powers described in Section 9(B) hereof which shall require the approval of the Representatives.

F. Clause 3 of Section 9(E) of the Original Agency Agreement is hereby amended to add a sentence at the end of the first paragraph of such clause 3 to read as follows on or after any new or existing Member becomes a Project Member:

At no time shall the four Directors elected by the Representatives consist of more than two Project Members.

G. The second to last paragraph of clause 3 of Section 9(E) of the Original Agency Agreement is hereby amended to read as follows on and after the Initial PSC Termination Date:

Directors who have been elected may be removed for cause at a special meeting of the Representatives called for that purpose by the affirmative vote of two-thirds of the Representatives, each casting one vote.

H. Section 9(H)(3) of the Original Agency Agreement is hereby amended to read as follows on and after any new or existing Member becomes a Project Member:

If the Municipal Power Agency shall be dissolved after payment of all of its indebtedness, all of its assets shall be distributed to its Members; provided, however, a Project Member shall be entitled only to a distribution of its proportionate share of the assets of the

Project or Projects in which it is participating at the time of the dissolution.

I. The second paragraph of Section 9(I) of the Original Agency Agreement is hereby amended to read as follows on and after any new or existing Member becomes a Project Member:

The Board of Directors shall submit the proposed annual operating budget, together with a proposed schedule as assessment payment dates, to the Representatives at the annual meeting or at a special meeting called for that purpose. Subject to the provisions of Amendment No. 1, the annual operating budget may be adopted by a majority of the votes cast by the Representatives at such meeting, including any adjourned session thereof. Upon approval of the annual operating budget, the net amount of estimated expenditures therein in excess of the estimated revenues therein shall be deemed assessed against the Members. The amount assessed against each Member shall be in the same proportion as the Member's weighted vote bears to the aggregate amount of votes capable of being cast by all Members. For such purposes, prior to the Initial PSC Termination Date, the Terminating Requirements Members shall be included in the weighted vote and the Terminating Requirements Members shall be assessed as Members as described in the foregoing sentence. Project Members shall be entitled to vote as Representatives on the annual operating budget to the extent permitted pursuant to clause B of Section 2 of Amendment No. 1. Assessments in connection with a particular Project shall be based on the percentage share of a Project participant in a particular Project calculated as set forth in clause C of Section 3 of Amendment No. 1. Upon the approval of the annual operating budget by the Representatives, the amount assessed against each Member shall become an obligation of the Member, enforceable, except as otherwise provided in this Section 9, as a contract right of the Agency. Such assessments shall be paid in accordance with the schedule prepared by the Board of Directors and submitted to the Representatives for their approval with the annual operating budget.

J. The first paragraph of Section 9(J) of the Original Agency Agreement is hereby amended to read as follows on and after the Initial PSC Termination Date:

With respect to voting involving both Project Members and Requirements Members, a quorum for a meeting of the Representatives shall consist of a majority of the total number of Representatives. With respect to voting involving only Requirements Members, a quorum for a meeting of the Representatives is (i) a majority of the total number of Representatives of Requirements Members, and (ii) that number of Representatives of Requirements Members which may, by

weighted voting, cast a majority of the aggregate amount of votes capable of being cast by all Representatives of Requirements Members.

K. Section 9(L) of the Original Agency Agreement is hereby amended to read as follows on and after the Initial PSC Termination Date:

This Agency Agreement may only be amended at a regular or special meeting of the Representatives for which notice stating the purpose shall be given to each Representative and any such amendment shall only become effective when (i) approved by two-thirds of all of the Representatives, each casting one vote, (ii) approved and concurred in by Commission Resolutions and City Council Resolutions of two-thirds of all of the Members, and (iii) when such amendment, together with certified copies of such Commission Resolutions and such City Council Resolutions are filed with the Secretary of State.

The Bylaws may only be amended by the affirmative vote of two-thirds of the Representatives present and voting at an annual or special meeting.

L. Section 9(M) of the Original Agency Agreement is hereby amended to read as follows on and after the Initial PSC Termination Date:

This Agency Agreement may be terminated by the vote of two-thirds of the Representatives, each casting one vote, at a regular meeting or a meeting specially called for that purpose, but not until after all debts of the Municipal Power Agency have been paid; and only upon the approval of same by two-thirds of the Members, as evidenced by Commission Resolutions and City Council Resolutions filed with the Board of Directors. Thereafter, the Board of Directors shall liquidate the business of the Municipal Power Agency as expeditiously as possible, distribute the net proceeds to the Members in the ratio that the total assessments made against each of them bears to the sum of the total assessments made against all of them, and file notice of such termination, together with such Commission Resolutions and City Council Resolutions, with the Secretary of State.

Section 5. Counterparts. Amendment No. 1 may be executed in any number of counterparts, all of which taken together shall constitute one and the same instrument and any of the parties hereto may execute Amendment No. 1 by signing any such counterpart.

IN WITNESS WHEREOF, the CITY OF AUSTIN, the CITY OF BLOOMING PRAIRIE, the CITY OF FAIRMONT, the CITY OF GRAND MARAIS, the CITY OF LAKE CITY, the CITY OF LITCHFIELD, the CITY OF MORA, the CITY OF NEW PRAGUE, the CITY OF NORTH BRANCH, the CITY OF OWATONNA, the CITY OF PRESTON, the CITY OF PRINCETON, the CITY OF REDWOOD FALLS, the CITY OF ROCHESTER, the CITY OF SAINT PETER, the CITY OF SPRING VALLEY, the CITY OF WASECA, and the CITY OF WELLS, have each caused this AMENDMENT NO. 1 to be executed and attested by a duly authorized officer, have each caused to be attached hereto the certified Resolution of its governing body, and the certified Resolution of its city council (or other body which is charged by law or its charter with the general control of such City's governmental affairs), and have caused this AMENDMENT NO. 1 to be filed with the Secretary of State of Minnesota, all as of the day and year first written above.

CITY OF AUSTIN

By _____
Mayor

By _____
President of Austin Utilities

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF BLOOMING PRAIRIE

By _____
Mayor

By _____
Chairman of Public Utilities Commission

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk



CITY OF FAIRMONT

By _____
Mayor

By _____
Chairman of Public Utilities Commission

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF GRAND MARAIS

By _____
Mayor

By _____
[]

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF LAKE CITY

By _____
Mayor

By _____
Chairman of Utilities Board

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF LITCHFIELD

By _____
Mayor

By _____
[]

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF MORA

By _____
Mayor

By _____
[]

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF NEW PRAGUE

By _____
Mayor

By _____
Chairman of Water, Light, Power
and Building Commission

By _____
Representative

(Seal)
Attest:

By: _____
City Administrator

CITY OF NORTH BRANCH

By _____
Mayor

By _____
[]

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF OWATONNA

By _____
Mayor

By _____
President of Public Utilities Commission

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk-Treasurer

CITY OF PRESTON

By _____
Mayor

By _____
[]

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF PRINCETON

By _____
Mayor

By _____
[]

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF REDWOOD FALLS

By _____
Mayor

By _____
President of Public Utilities Commission

By _____
Representative

(Seal)
Attest:
By: _____
City Administrator-Clerk

CITY OF ROCHESTER

By _____
Mayor

By _____
President of Public Utilities Board

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF SAINT PETER

By _____
Mayor

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF SPRING VALLEY

By _____
Mayor

By _____
President of Public Utilities Commission

By _____
Representative

(Seal)
Attest:
By: _____
City Clerk

CITY OF WASECA

By _____
Mayor

By _____
City Manager

By _____
Representative

(Seal)

Attest:

By: _____
City Clerk

CITY OF WELLS

By _____
Mayor

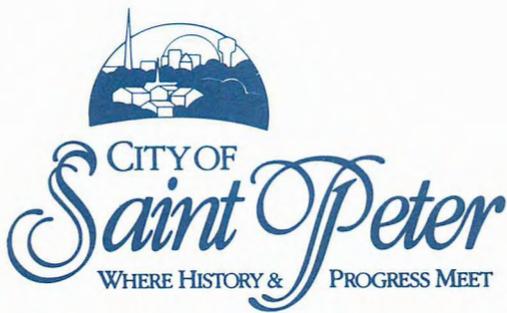
By _____
Chairman of Public Utilities Commission

By _____
Representative

(Seal)

Attest:

By: _____
Deputy City Clerk



Memorandum

TO: Todd Prafke
City Administrator

DATE: August 29, 2016

FROM: Jane Timmerman
Director of Recreation and Leisure Services

RE: SPPA Equipment Purchase

ACTION/RECOMMENDATION

Approve purchase of new production equipment for public access.

BACKGROUND

Over the past few years we have had a lot of difficulty with the equipment used to record City Council meetings. Some of the equipment, the video switcher for example, is over 15 years old. Our newest camera was purchased in 2012, but has already needed to be repaired. Most of the current setup needs to be replaced or updated.

Earlier this year we began exploring options to replace our current production equipment. We contacted three vendors, Alpha Video, EPA Audio Visual and True Façade and asked for setup and equipment recommendations and quotations. The only quotation received in a timely manner (within four weeks) was from True Façade Pictures/B & H Photo Video in the amount of \$19,104.84 plus installation. Alpha Video had staffing issues, but did end up submitting a quote of \$31,362.90 plus shipping and installation. We did not receive a quote from EPA Audio Visual.

At this time I recommend purchase of Datavideo Production Bundle quote from True Façade/B & H in the amount of \$19,104.84 plus installation. The equipment includes two Datavideo remote HD PTZ cameras and controller, Datavideo SE-700 Video Switcher; Audio Mixer; Converter; Character Generator; 2 Wireless Microphones; Cables; Laptop; training materials; Sony HXR-NX100 Camcorder; and Tripods.

The new equipment will all work well together. Setup will be easier and allow for the recording of most meetings by one staff person. The cameras are all high definition (HD) and the equipment will enhance the video and audio recording quality of the meetings and also provide live streaming capability for the future.

If approved the equipment would be purchased from B & H Photo Video and True Façade Pictures would assist with the setup and installation. B & H has provided excellent support in the past and we are expecting to contract with True Façade in the near future to record Council meetings.

A few pieces of our current equipment will be kept but the rest will be declared surplus and offered for sale through your regular process.

Please note that we do not anticipate a permanent installation rather this the placing of the equipment in rig boxes for use in a similar fashion to what you see used now.

FISCAL IMPACT:

Funding for the equipment will come from funds that are dedicated solely for the purchase of equipment for public access through the cable television franchises with Mediacom and Consolidated Communications. We would expect installation to be less than \$500.

ALTERNATIVES/VARIATIONS:

Do not act: No further action will be taken without additional direction from the City Council.

Negative vote: No further action will be taken.

Modification of the resolution: This is always an option of the City Council.

Please contact me if you have any questions on this agenda item.

JT/sb

**PUBLIC ACCESS PRODUCTION SERVICES CONTRACT
BY AND BETWEEN
CITY OF SAINT PETER And TRUE FAÇADE**

This Agreement is made and entered into this _____ day of June, 2016, by and between the City of Saint Peter, a Minnesota municipal corporation (CITY), and Ryan Sturgis, dba True Façade, True Façade Pictures, (TRUE FAÇADE).

WHEREAS, the CITY wishes to engage the services of TRUE FAÇADE to provide for production of certain public access programming; and

WHEREAS, the TRUE FAÇADE has the ability and desire to provide these services under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises and agreements, the parties agree to the following

I. CITY hereby engages TRUE FAÇADE to provide the following services for Saint Peter Public Access:

A. Responsibility of TRUE FAÇADE:

1. Work with designated CITY staff to
 - a. Define the process to be followed
 - b. Actively
 - c. Conduct equipment research as requested and needed.
 - d. Be available for consultation.

2. Provide the following services:
 - a. Production to include:
 - i. Capture City Council meetings
 - ii. Capture ISD #508 School Board meetings
 - iii. Capture League of Women Voters Candidate's Forums
 - iv. Capture other programs as requested by CITY and agreed upon by True Façade
 - v. Capture annual Fourth of July parade
 - vi. Edit footage
 - vii. Integrate Saint Peter Public Access (SPPA) branding
 - viii. Gather and supply existing content appropriate for SPPA viewing.
 - b. Research and recommend purchase of equipment which will be purchased by CITY.
 - c. Install, integrate and maintain all equipment

II. Terms of Contract –

- A. This contract shall be effective for a one year term beginning May 1, 2016 or upon such date as it is duly executed and shall remain in effect for one year with option to renew in one year increments.

- B. RIGHT TO TERMINATE – Either party may terminate this agreement upon sixty (60) days written notice to the other party. Termination of the agreement without the sixty day written notice shall result in a monetary penalty to the non-terminating party of five hundred dollars (\$500).

III. Terms of Payment –

- A. TRUE FAÇADE shall invoice CITY at a rate of \$25 per hour on a monthly basis for services performed as indicated in Section I. Such invoice shall provide a line item break down of the charges and such additional detail as is necessary for CITY to properly distinguish the services provided.

Invoices shall be sent to CITY at the following address:

CITY OF SAINT PETER
DEPARTMENT OF RECREATION/LEISURE SERVICES
600 SOUTH FIFTH STREET
SUITE 200
SAINT PETER, MN 56082

- B. Payments by CITY shall be made within 45 days to TRUE FAÇADE at the following address:

TRUE FACADE
RYAN STURGIS
TRUE FACADE PICTURES
103 JAMES AVENUE
MANKATO, MN 56001

IV. DAMAGE. If TRUE FAÇADE damages any of CITY'S equipment during the term of this Agreement, by the act, default or negligence of TRUE FACADE, or of TRUE FACADE's agents or employees, TRUE FACADE will pay to the CITY upon demand such sum as shall be necessary to restore the equipment to their present condition.

TRUE FACADE hereby assumes full responsibility for the character, acts, and conduct of all persons allowed access to the City's equipment and/or buildings by the consent of TRUE FACADE or by or with the consent of any person acting for or on behalf of TRUE FACADE.

V. Insurance. It shall be the responsibility of TRUE FACADE to assure that its employees or any person acting on behalf of TRUE FAÇADE within CITY's premises or working with CITY'S equipment are covered by hazard and public liability insurance policies. The public liability insurance policy shall provide coverage at least in the amount of the CITY's maximum liability limits as set by statute which currently is established at \$1,500,000. TRUE FACADE shall provide CITY with a certificate of insurance naming CITY as an additional insured upon execution of the contract and shall keep said insurance in full force and effect during the term of the contract.

VI. Indemnification. TRUE FACADE covenants and agrees to save CITY harmless and to indemnify CITY against any claims or liabilities for compensation which may arise or accrue by reason of the work of TRUE FACADE, TRUE FACADE's agents, employees, patrons, guests or any person admitted to a CITY building or using CITY equipment by TRUE FACADE.

VII. Waivers. The failure of the CITY to insist on a strict performance of any of the terms and conditions of this Agreement shall not be deemed a waiver of any subsequent breach or default of any terms or conditions of this Agreement.

VIII. Notice. All notices to be given with respect to this Agreement shall be in writing. Each notice, (with the exception of invoices which shall be submitted as outlined in Section __ above) shall be sent by registered or certified mail, postage pre-paid and return receipt requested to the parties as follows:

CITY OF SAINT PETER
Attn: City Administrator
227 South Front Street
Saint Peter, Minnesota 56082

TRUE FACADE
Attn: Ryan Sturgis
103 James Avenue
Mankato, Minnesota 56001

IX. Assignment. This Agreement may not be assigned by either party without the written consent of the other party. The written consent shall not be unreasonably withheld.

X. Total Agreement. This Agreement contains the entire agreement between the parties and cannot be changed or terminated except by a written instrument executed by both parties. This Agreement and terms and conditions of the Agreement apply to and are binding on the legal representatives, successors and assigns of both parties.

XI. APPLICABLE LAW. THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF MINNESOTA.

XII. Further Assurances. Each of the parties agree to execute all documents and instruments and to take or to cause to be taken all action which are necessary or appropriate to comply with the terms of this Agreement.

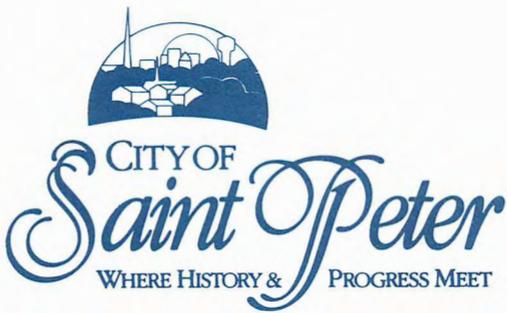
XIII. Amendments, Supplements, etc.. This Agreement may be amended or supplemented at any time by additional written agreements as may mutually be determined by the parties to be necessary, desirable, or expedient to further the purpose of this Agreement or to clarify the intention of the parties.

XIV. Rights Cumulative. All rights and remedies of each of the parties under this Agreement will be cumulative, and the exercise of one or more rights or remedies will not preclude the exercise of any other right or remedy available under this Agreement or applicable law.

XV. Severability. Any term or provision of this Agreement that is invalid or unenforceable will not be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable but remaining rights of the party benefiting from the provision or any other provisions of this Agreement.

XVI. Execution of Counter-Parts. This Agreement may be executed by one or more counter-parts, each of which will be deemed an original, but all of which together shall constitute one and the same agreement.

XVII. No Reliance. CITY and TRUE FACADE represent to one another that each has read this Agreement and has obtained such advice from counsel as deemed appropriate under the



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 9/2/2016

FROM: Todd Prafke
City Administrator

RE: CATV Franchise Agreement (Consolidated Communications)

ACTION/RECOMMENDATION

For your information and discussion.

BACKGROUND

Members may recall that you appointed Robert "Bob" Vose from the Kennedy and Graven law firm as Special City Attorney to assist the Council and staff with work related to the renewal of franchises for both local cable service providers. Those providers are now Consolidated Communication and Mediacom.

Both of your franchises have expired but an extension was agreed to by both franchisees during negotiations. Council Members have had opportunity to review some of the more pertinent issues related to these agreements and have indicated that a "stay the course" position seems to be the most prudent. That position has been carried forward into the negotiations and Consolidated Communications is now ready to enter into a new agreement, which is demonstrated through their signing of the proposed agreement.

There are no significant changes from your past agreement with a couple of exceptions. Those exceptions include adding an annual CPI inflator to the PEG programming support payments, providing a connection to the new high school, and adding language to make sure franchise fees are fairly calculated when subscribers pay a single bill for cable and non-cable services. We conceded nothing from the prior franchise in exchange and held firm related to providing service to all locations within the municipal boundaries. I.E. no redlining or cherry picking.

There is one last housekeeping issue to note. In the past, the law required that franchise agreements of this type be put in place as an Ordinance. That law has changed and it is our intent to ask you to approve this through resolution and agreement. So this is entered into much like you would any other contract with a service provider. This method bears less cost and is now allowed for under the law.

My goal for your workshop is to make sure the Council is in a position to take action in the near future related to an agreement with Consolidated Communications and be ready when Mediacom is ready.

Please feel free to contact me if you have any questions or concerns about this agenda item.

TP/bal

FRANCHISE AGREEMENT

GRANTING A CABLE FRANCHISE TO CRYSTAL COMMUNICATIONS, INC., D/B/A CONSOLIDATED COMMUNICATIONS IN THE CITY OF SAINT PETER; SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR CERTAIN REGULATION OF THE SERVICE AND PRESCRIBING PENALTIES FOR THE VIOLATION OF THE PROVISIONS HEREIN AND ADOPTING CHAPTER 1 AND SECTION 3.99 OF THE CITY CODE, WHICH AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS

This Franchise Agreement ("Franchise") is made and entered into this _____ day of _____, 2016, by and between the City of Saint Peter, a Minnesota municipal corporation ("City") and CRYSTAL COMMUNICATIONS, INC., D/B/A CONSOLIDATED COMMUNICATIONS ("Grantee") as follows:

Subd. 1. Statement of Intent and Purpose. The City intends, by the adoption of this Franchise, to renew the cable television franchise of Grantee. At the time of this grant, the City will have two entities franchised to provide cable services to the residents of the City.

Past studies by the City indicate, in the City's judgment, that competitive choices in video services will benefit the community and will best meet the needs of the community. This determination has resulted in the preparation and adoption of this Franchise.

Subd. 2. Findings. In the review of the application for franchise by Grantee, and Grantee's past performance and the future cable-related community needs and interests identified by the City, and negotiations related thereto, the City makes the following findings:

- A. The Grantee's technical, financial, legal qualifications and ability are approved;
- B. This Franchise granted to Grantee by the City complies with the existing applicable Minnesota Statutes, federal laws and regulations; and
- C. The Franchise granted to Grantee is nonexclusive.

Subd. 3. Short Title and Definitions.

A. Short Title. This Franchise shall be known and cited as the Cable Communications Agreement.

B. Definitions. For the purposes of this Franchise, the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The word "may" is directory and discretionary and not mandatory.

i. "Basic Cable Service" means any service tier which includes the lawful retransmission of local television broadcast signals and any public, educational, and governmental access programming required by the Franchise to be carried on the basic tier. Basic Cable Service as defined herein shall not be inconsistent with 47 U.S.C. § 543(b)(7).

ii. "Cable System" or "System" means a system of antennas, cables, wires, lines, towers, waveguides, or other conductors, converters, equipment or facilities located in the Franchise Area and designed and constructed primarily for the purpose of producing, receiving, transmitting, amplifying, or distributing video programming. System as defined herein shall be inconsistent with the definitions set forth in Minn. Stat. § 238.02, subd. 3 and 47 U.S.C. § 522(7).

iii. "Cable Programming Service" means any video programming regardless

of service tier, including installation or rental of equipment used for the receipt of such video programming, other than:

- a. Basic Cable Service;
- b. Video programming offered on a pay-per-channel or pay-per-program basis; or
- c. A combination of multiple channels of pay-per-channel or pay-per-program video programming offered on a multiplexed or time-shifted basis so long as the combined service consists of commonly-identified video programming and is not bundled with any regulated tier of service.

Cable Programming Service as defined herein shall not be inconsistent with the definition as set forth in 47 U.S.C. § 543(1)(2) and 47 C.F.R. § 76.901(b).

iv. "Cable Service" means: the one-way transmission to subscribers of (i) video programming, or (ii) other programming service, and; subscriber interaction, if any, which is required for the selection or use of such video programming or other programming service.

v. "Channel" means a single full motion video channel.

vi. "City" means the City of Saint Peter, Minnesota.

vii. "Converter" means an electronic device which converts signals to a frequency acceptable to a television receiver of a Subscriber and by an appropriate selector permits a Subscriber to view all Subscriber signals included in the service.

viii. "Drop" means the cable that connects the ground block on the Subscriber's residence to the nearest feeder cable. This term only applies to Grantee's delivery of Cable Service.

ix. "Effective Competition" means the provision of Cable Service by two (2) or more franchised providers operating pursuant to franchise in the City.

x. "FCC" means the Federal Communications Commission and any legally appointed, designated or elected agent or successor.

xi. "Franchise" or "Cable Franchise" means this Agreement and the contractual relationship established hereby.

xii. "Franchise Fee" means the fee or assessment imposed by the City on a Grantee solely because of its status as a recipient of a Cable Franchise. The term "Franchise Fee" does not include: (i) any tax, fee or assessment of general applicability; (ii) capital costs which are required by this Franchise related to the provision of public, educational, or governmental access facilities; (iii) requirements or charges incidental to awarding or enforcing this Franchise, including payments for bonds, security funds or letters of credit, insurance, indemnification, penalties or liquidated damages, or other regulatory costs specifically required herein in addition to the Franchise Fee; (iv) any fee imposed under Title 17 of the United States Code.

xiii. "Grantee" is Crystal Communications d/b/a Consolidated Communications, its agents and employees, lawful successors, transferees or assignees.

xiv. "Installation" means the connection from feeder cable to the point of connection with the Subscriber Converter. This term only applies to Grantee's delivery of Cable Service.

xv. "Normal Business Hours" means those hours during which most similar

businesses in the community are open to serve customers. In all cases, Normal Business Hours must include some evening hours at least one night per week and/or some weekend hours.

xvi. "Normal Operating Conditions" means those service conditions which are within the control of Grantee. Those conditions which are not within the control of Grantee include, but are not limited to, natural disasters, civil disturbances, power outages, telephone network outages, and severe or unusual weather conditions. Those conditions which are ordinarily within the control of Grantee include, but are not limited to, special promotions, pay-per-view events, rate increases, regular peak or seasonal demand periods, and maintenance or upgrade of the System.

xvii. "PEG Access" means public, educational, governmental and other public interest programming channels, equipment, facilities, funding, or operations as the context may require.

xviii. "Pay Television" means the delivery of pay-per-channel or pay-per-program audio-visual signals to Subscribers for a fee or charge, in addition to the charge for Basic Cable Service or Cable Programming Services.

xix. "Person" is any person, firm, partnership, association, corporation, company, or other legal entity.

xx. "Right-of-Way" or "Rights-of-Way" means the area on, below, or above any real property in the Franchise Area in which the City has an interest including, but not limited to any street, road, highway, alley, sidewalk, parkway, park, skyway, or any other place, area, or real property owned by or under the control of the City, including other dedicated Rights-of-Way for travel purposes and utility easements.

xxi. "Right-of-Way Ordinance" means the ordinance adopted by the City creating requirements regarding regulation, management and use of Rights-of-Way, including registration and permitting requirements.

xxii. "Standard Installation" means any residential installation which can be completed using a Drop of 150 feet or less. This term only applies to Grantee's delivery of Cable Service.

xxiii. "Subscriber" means any Person who lawfully receives Cable Service from Grantee or over Grantee's network.

xxiv. "Subscriber Revenues" means all revenues received by the Grantee or its affiliates from fees paid by Subscribers for Cable Service, interest, upgrade and downgrade fees, revenues generated by sales or home shopping channel(s), leased channel fees and converter rental fees. The term Subscriber Revenue shall not include bad debt, or any taxes on services furnished by Grantee which are imposed by any municipality, state, or other governmental unit and collected by Grantee for such governmental unit.

Subd. 4. Grant of Authority and General Provisions.

A. Grant of Franchise.

1. This Franchise is granted pursuant to the terms and conditions contained herein.

2. The Grantee shall have the right and privilege pursuant to this Franchise to provide Cable Service in the City. The City and Grantee acknowledge that while Grantee intends to provide Cable Service in the City pursuant to this Franchise, Grantee is not constructing and does not operate a Cable System, as defined herein.

3. Use of the Rights-of-Way to provide Cable Service shall not be

inconsistent with the terms and conditions by which such Rights-of-Way were created or dedicated and is subject to all legal requirements related to the use of such Rights-of-Way, including the terms and conditions of the Right-of-Way Ordinance.

4. This Franchise shall be nonexclusive. Any Cable Franchise issued by the City shall be granted and enforced on terms and conditions which, taken as a whole, are no more favorable nor less burdensome than those imposed in other Franchises issued by the City, including with respect to franchise fees as provided in Minn. Stat. § 238.08, subd. 1(b).

B. Lease or Assignment Prohibited. Other than for the provision of commercial leased access and/or provision of access over an open video system, no Person, except an affiliate under common ownership and control with Grantee, may lease Grantee's network for the purpose of providing Cable Service until and unless such Person shall have first obtained and shall currently hold a valid Franchise. Any assignment of rights under this Franchise shall be subject to and in accordance with the requirements of Section 11(E).

C. Franchise Term. This Franchise shall be in effect for a period of ten (10) years from the date of acceptance by Grantee. Notwithstanding, this Franchise shall be subject to periodic evaluation not less than every five (5) years as provided in Subd. 9(F) herein.

D. Compliance with Applicable Laws, Resolutions and Ordinances. The terms of this Franchise shall define the contractual rights and obligations of Grantee with respect to the provision of Cable Service and operation of any System in the City. However, the Grantee shall at all times during the term of this Franchise be subject to all lawful exercise of the police power, local ordinance-making authority, and eminent domain rights of the City.

E. Territorial Area Involved. This Franchise is granted for the corporate boundaries of the City, as it exists from time to time. In the event of annexation by City or as development occurs, any new territory shall become part of the territory for which this Franchise is granted. In addition, the City and Grantee acknowledge that as of the effective date of this Franchise, the Grantee intends to provide service to the entire Franchise Area.

F. Written Notice. All notices, reports, or demands required to be given in writing under this Franchise shall be deemed to be given when delivered personally to any officer of Grantee or City's Administrator of this Franchise or forty-eight (48) hours after it is deposited in the United States mail in a sealed envelope, with registered or certified mail postage prepaid thereon, addressed to the party to whom notice is being given, as follows:

If to Grantor: City of Saint Peter
Attention: City Administrator
227 South Front Street
Saint Peter, Minnesota 56082-2513

With copies to: Robert J.V. Vose, Esq.
Kennedy & Graven, Chartered
470 U.S. Bank Plaza
200 South Sixth Street
Minneapolis, Minnesota 55402

If to Grantee: Crystal Communications, Inc., d/b/a/ Consolidated Communications
Video Project Manager
221 E. Hickory Street
Mankato, Minnesota 56001

With copies to: Consolidated Communications
Attn: Contract Manager
121 South 17th Street
Mattoon, Illinois 61938
Fax: 1 (217) 235-3590
contracts@consolidated.com

Such addresses may be changed by either party upon notice to the other party given as provided in this Section.

Subd. 5. Construction Standards

A. Registration, Permits and Construction Codes.

1. Grantee shall strictly adhere to all state and local laws and building and zoning codes currently or hereafter applicable to location, construction, installation, operation or maintenance of the facilities used to provide Cable Service in the City Franchise Area.

2. The City shall have the right to inspect all construction or installation work performed pursuant to the provisions of the Franchise and pursuant to Subd. 6(F) below, to make such tests as it shall find necessary to ensure compliance with the terms of the Franchise and applicable provisions of local, state and federal law.

3. Nothing in this Franchise shall be construed to prevent the City from adopting and enforcing the Right of Way Ordinance provided, however, any Right-of-Way Ordinance shall not impose any fees in excess of the actual costs incurred by the City in managing the Grantee's use of the Right of Way pursuant to Minn. Stat. § 237.163, subd. 6.

B. Grantee shall bury all Drops in a reasonable time period, which shall not exceed fifteen (15) business days, subject to weather conditions. In the event the ground is frozen, Grantee shall be permitted to delay burial until the ground is suitable for burial which in no event shall be later than June 30th.

C. Erection, Removal and Joint Use of Poles. No poles, conduits, amplifier boxes, similar structures, or other wire-holding structures shall be erected or installed by the Grantee on public property without prior approval of the City with regard to location, height, type and other pertinent aspects. Facilities located on public and private property shall be subject to applicable zoning and other land use regulations.

D. Safety Requirements.

1. The Grantee shall at all times employ ordinary and reasonable care and shall install and maintain in use nothing less than commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injuries, or nuisances to the public.

2. The Grantee shall install and maintain its equipment and facilities in accordance with all federal, state and local laws and regulations, and the requirements of the National Electric Safety Code and in such manner that they will not interfere with private radio, police and fire communications or any installations of City or of any public utility serving City.

3. All facilities structures, and lines, equipment and connections in, over, under and upon the Rights-of-Way, wherever situated or located, shall at all times be kept and maintained in good condition, order, and repair so that the same shall not menace or endanger the life or property of the City or any Person.

Subd. 6. System Design and Extension Provisions

A. Channel Capacity.

1. Grantee shall develop, construct and engineer, and activate and provide for the term of this Franchise a System offering, at a minimum, one hundred (100) video programmed channels.

2. All programming decisions remain the discretion of Grantee; provided, however, that any change in the broad categories of video programming shall require the approval of the City consistent with 47 U.S.C. § 544(b), and further provided that Grantee notifies the City and Subscribers in writing thirty (30) days prior to any channel additions, deletions, or realignments, in a manner consistent with federal law. Subject to the existence of Franchised Competition, Grantee shall conduct programming surveys from time to time to obtain input on programming decisions from Subscribers.

B. Service Availability/Density Requirement.

1. Grantee shall be required to extend Service to all dwelling units in the City where there are twenty-five (25) dwelling units or more per cable mile. Grantee shall not impose a special or individualized charge for the cost of such extension of Cable Service.

2. Grantee shall also extend Service to Persons requesting Service where the density is insufficient to require extension without any special or individualized charge. In such case, Grantee shall extend service at a cost not to exceed the construction costs per mile multiplied by a fraction whose numerator equals the actual number of dwelling units per mile, and whose denominator equals twenty-five (25). Those Persons requesting Service will bear the remainder of the construction costs on a pro rata basis. The Grantee may require that the payment of these costs by such potential Subscribers be made in advance. Access to Cable Service shall not be denied to any group of potential residential cable Subscribers because of the income of the residents of the area in which such group resides. Grantee shall be given 120 days, weather permitting, to construct and activate Cable Service to annexed or newly developed areas.

C. Non-Standard Installations. Grantee shall install and provide Cable Service to any Person requesting other than a Standard Installation provided that said Cable Service can meet FCC technical specifications. In such case, Grantee may charge for the incremental increase in material and labor costs incurred beyond the Standard Installation.

D. Provision of Services. The Grantee shall render effective Service, make repairs promptly, and interrupt Service only for good cause and for the shortest time possible. Such interruption, to the extent feasible, shall be preceded by notice to the City and Subscribers and shall occur during periods of minimum use of the Services, as determined by records of the Grantee.

E. Technical Standards. The technical standards used in the provision of Cable Service shall comply, at minimum, with the technical standards promulgated by the FCC relating to Cable Systems pursuant to Title 47, Section 76.601 to 76.617, as may be amended or modified from time to time, which regulations are expressly incorporated herein by reference. Any failure to comply with the FCC technical standards shall be a violation of this Franchise.

F. Performance Review and System Testing. In the event City finds that there are signal or System performance difficulties which may constitute violations of applicable FCC technical standards and this Franchise, Grantee shall be notified and afforded ten (10) days to correct problems or complaints. If the performance difficulty is not resolved after the cure period has elapsed in City's sole determination, City may require Grantee to demonstrate compliance via testing or other means selected by the Grantee.

G. FCC Reports. Grantee shall file with City all required FCC technical reports

which demonstrate the level of System performance and signal quality. Further, Grantee shall summarize and explain the results of any such testing provided to the City.

Subd. 7. Services Provisions.

A. Enforcement of Customer Service Standards. The City intends to stay enforcement of this Section 7 to the extent Effective Competition exists. Notwithstanding, the City may initiate enforcement of this Section by adoption of a Resolution of the City Council. The City may begin enforcement three (3) days after mailing a copy of such Resolution to Grantee. The Resolution shall indicate the basis for initiating enforcement. Such enforcement shall not commence until 15 days after providing Grantee with notice of the commencement of enforcement.

B. Regulation of Service Rates.

1. The City may regulate rates for the provision of Cable Service to the extent allowed under federal or state law(s).

2. A list of Grantee's current residential Subscriber rates and charges shall be maintained on file with the City and shall be available for public inspection. Grantee shall give the City and Subscribers written notice of any change in a rate or charge in accordance with any applicable FCC requirements unless such change arises from changes in regulatory fees, franchise fees, access costs, or franchise imposed costs.

C. Sales Procedures. Grantee shall not exercise deceptive sales procedures when marketing any of its services within City. Grantee shall have the right to market consistent with local ordinances and other applicable laws and regulations.

D. Telephone Inquiries and Complaints.

1. Availability. Grantee will maintain local, toll-free or collect call telephone access lines which will be available to its Subscribers 24 hours a day, seven days a week. During Normal Business Hours, trained representatives of Grantee shall be available to respond to Subscriber inquiries. Grantee will ensure that: (1) an adequate number of trained company representatives will be available to respond to customer telephone inquiries during Normal Business Hours, and; (2) after Normal Business Hours, the access line will be answered by a trained company representative or a service or an automated response system such as an answering machine. Inquiries received after Normal Business Hours must be responded to by a trained company representative on the next business day.

2. Telephone Answer Time and Busy Signals. Under Normal Operating Conditions, telephone answer time by a customer representative, including wait time, shall not exceed thirty (30) seconds when the connection is made. If the call needs to be transferred, transfer time shall not exceed thirty (30) seconds. These standards shall be met no less than ninety (90) percent of the time under Normal Operating Conditions, measured on a quarterly basis. Under Normal Operating Conditions, the customer will receive a busy signal less than three (3) percent of the time.

E. Installation, Outage and Service Calls. Under Normal Operating Conditions which will exclude the initial deployment period, each of the following standards will be met no less than ninety five (95) percent of the time measured on a quarterly basis: (1) Excluding conditions beyond the control of Grantee which prevent performance, Grantee will begin working on service interruptions promptly, and in no event later than twenty-four (24) hours after the interruption becomes known, and Grantee must begin actions to correct other service problems the next business day after notification of the service problem and resolve such problems as soon as is reasonably possible; (2) The "appointment window" alternatives for Installations, service calls, and other installation activities will be either a specific time or, at maximum, a four-hour time block during Normal Business Hours. The Grantee may schedule service calls and other installation activities outside of Normal Business Hours for the convenience of the customer; (3) Grantee may not cancel an appointment with a customer after the close of business on the

business day prior to the scheduled appointment; (4) If a representative of Grantee is running late for an appointment with a customer and will not be able to keep the appointment as scheduled, the customer will be contacted. The appointment will be rescheduled, as necessary, at a time during Normal Business Hours which is convenient for the customer.

F. Complaint and Other Service Records. Subject to Grantee's obligation to maintain the privacy of certain information, Grantee shall prepare and maintain written records of all complaints received and the resolution of such complaints, including the date of such resolution. Such written records shall be on file at the office of Grantee. Grantee shall provide the City with a written summary of such complaints and their resolution on a quarterly basis and in a form mutually agreeable to City and Grantee. Grantee may be required to provide detailed compliance reports on a quarterly basis with respect to the objectively measurable service standards herein upon written demand by the City.

G. Subscriber Contracts. Grantee shall provide to City upon request any standard form Subscriber contract utilized by Grantee. If no such written contract exists, Grantee shall provide a document completely and concisely stating the length and terms of the Subscriber contract offered to customers.

H. Billing and Subscriber Communications. Grantee must give Subscribers thirty (30) days advance written notice with copy to City before any changes in rates, programming services, or channel positions, to the extent the changes are solely within Grantee's control. Bills must be clear, concise, and understandable, with itemization including but not limited to, basic and premium charges and equipment charges. Bills will also clearly delineate all activity during the billing period, including optional charges, rebates, and credits. In case of a billing dispute, the cable operator must respond to a written complaint from a subscriber within 30 days.

I. Refunds and Credits. If Service is interrupted or discontinued for 24 or more consecutive hours and Grantee has notice of such interruption, Subscribers shall be credited pro rata for such interruption beginning with the date of notice of interruption. Credits for will be issued no later than the Subscriber's next billing cycle following the determination that a credit is warranted. In the event a Subscriber establishes or terminates Service and receives less than a full month's Service, Grantee shall prorate the monthly rate on the basis of the number of days in the period for which Service was rendered to the number of days in the billing. Refund checks will be issued promptly, but no later than the return of the equipment supplied by the Grantee if Service is terminated. Grantee shall not be held responsible for interruptions in programming caused by content providers.

J. Late Fees. Fees for the late payment of bills shall not accrue until the normal billing cut-off for the next month's service approximately one (1) month after the unpaid bill in question was sent to the Subscriber. Payments at the cable operator's drop-box location shall be deemed received on the date such payments are picked up by the cable operator which shall occur within 24 hours after every due date. The cable operators shall continue to provide a "grace period" of at least five (5) days after each due date.

K. Local Office/Drop Box. Grantee shall maintain a local office or a local drop box for receiving Subscriber payments after hours in the City.

L. Additional Customer Service Requirements. The City expressly reserves authority to adopt additional or modified customer service requirements to address subscriber concerns or complaints in accordance with federal law.

M. Violations. Any violation of these requirements after enforcement of this Section is initiated by Council Resolution shall be deemed a violation of this Franchise.

Subd. 8. Institutional Services Provisions

A. Public, Educational and Government Access.

1. PEG Responsibility. City or its designee is hereby designated to operate, administer, promote and manage PEG Access in accordance with this Subd. 8.

2. PEG Channels. Grantee shall dedicate two (2) channels for PEG Access use. Nothing herein shall diminish the City's rights to secure additional channels pursuant to Minn. Stat. § 238.084, which is expressly incorporated herein by reference. Grantee may not move or renumber the PEG Access channels without the written approval of the City.

3. PEG Availability. Grantee shall provide to each of its Subscribers who receive all, or part of, the total Cable Services offered over its network, reception on the PEG Access channel(s) free of charge. The specially designated access channel may be used by the public, local educational authorities and local government on a first-come, first-served, nondiscriminatory basis. During those hours that the specially designated access channel is not being used by the public, educational authorities or local government, the Grantee may lease time to commercial or noncommercial users on a first-come, first-served, nondiscriminatory basis if the demand for that time arises. Grantee may also use this specially designated access channel for local origination during those hours when the channel is not in use by the public, local educational authorities, local government, or commercial or noncommercial users who have leased time.

4. Charges for Use. Channel time and playback of prerecorded programming on the PEG access and community program channel(s) must be provided without charge to the City and the public.

B. Access Equipment and Facilities.

1. As a grant for community telecommunications needs, grantee shall pay \$15,000 annually, inflated each year after the effective date by the increase in the consumer price index (CPI) for the prior year. This fee shall be payable in advance beginning on January 1st of each year. This fee shall be reviewed annually by the City and shall be reduced in the event the City finds that such funding is unnecessary to meet the community's telecommunications needs. The fee shall be divided equally among all franchised video service providers.

2. Grantee shall provide two-way activated capacity allowing live or recorded cable-cast of programming from City Hall, the High School Studio and any newly constructed high school site, Gustavus Adolphus College, and such other site(s) as may be mutually agreed to by Grantee and the City for location of community programming equipment.

3. The City, or its designee may implement rules for use of any access channel(s).

C. Service to Public Buildings. Grantee shall provide, free of charge, monthly Cable Service, excluding premium channels or any pay-per-view services, to City Hall, all requesting public school buildings including any newly constructed high school site, and such other institutions on which the City and Grantee mutually agree. Drops to subsequently designated institutions in excess of 200 feet shall be provided by the Grantee at the cost to requesting institution, of Grantee's time and materials less the cost of the 200 feet closest to the building. Grantee shall have six (6) months from the date of the City designation of additional institution(s) to complete construction of the Drop and outlet, weather permitting. Additional Drops and/or outlets shall be provided by Grantee at the cost of Grantee's time and material. Alternatively, at the institution's request, said institution may add outlets at its own expense, as long as such Installation meets applicable FCC technical standards. No redistribution of the free Service provided pursuant to this Subdivision shall be allowed without the Grantee's prior written consent.

Subd. 9. Operation and Administration Provisions

A. Administration of Franchise. The City or its designee shall have continuing

regulatory jurisdiction and supervision over the Services described herein and the Grantee's operation under the Franchise.

B. Delegated Authority. The City shall have authority to administer the Franchise and to monitor the performance of the Grantee pursuant to the Franchise. The City may delegate authority to administer the Franchise to the extent permitted by law. The City may withdraw or re-delegate such authority by giving Grantee written notice. Grantee shall cooperate with any such delegatee of the City.

C. Franchise Fee.

1. During the term of the Franchise, Grantee shall pay to the City a Franchise Fee in an annual amount equal to five percent (5%) of its Subscriber Revenues. Discounts for Cable Services bundled or packaged with non-Cable Services shall be apportioned to each service in proportion to Grantee's pricing of each service on a stand-alone basis using the published rate card or other publicly-available pricing of the component services in the bundled package of services. Revenues included in the calculation of Subscriber Revenues shall not be disproportionately reduced by over-allocating the discount on bundled service package to Cable Service revenues.

2. Any payments due under this provision shall be payable quarterly. The payment shall be made within sixty (60) days of the end of each of Grantee's current fiscal quarters together with a report in form reasonably acceptable to City and Grantee and which shows the basis for the computation.

3. All amounts paid shall be subject to audit and recomputation by the City and acceptance of any payment shall not be construed as an accord that the amount paid is in fact the correct amount.

D. Access to Records. The City shall have the right to inspect, upon reasonable notice and during Normal Business Hours, any records maintained by Grantee which relate to this Franchise or System operations including specifically Grantee's revenue records, subject to the privacy provisions of 47 U.S.C. § 521 et seq. Grantee shall be required to provide such requested documents to the City unless such documents are available for inspection at a location in City.

E. Reports to be Filed with the City. Grantee shall file with the City, at the time of payment of the Franchise Fee, a report of all Subscriber Revenues. Grantee shall prepare and furnish to the City such other reports with respect to the operations, affairs, transactions or property, as they relate to this Franchise or Cable Services as City may request. The form of such reports shall be mutually agreed upon by City and Grantee.

F. Periodic Evaluation.

1. The City may require evaluation sessions during the term of this Franchise not more than annually, upon thirty (30) days written notice to Grantee. Grantee and City shall hold evaluation sessions after the fifth and tenth years of this franchise.

2. All evaluation sessions shall be open to the public. Grantee shall notify its Subscribers of all evaluation sessions by announcement of at least sixty (60) seconds in duration on at least one (1)-Basic Service channel of the System between the hours of 7:00 p.m. and 9:00 p.m. for five (5) consecutive days preceding each session.

3. Topics which may be discussed at any evaluation session may include, but are not limited to, application of new technologies, System performance, programming offered, access channels, facilities and support, municipal uses of cable, customer complaints, amendments to this Franchise, judicial rulings, FCC rulings, line extension policies and any other topics the City and Grantee deem relevant.

4. As a result of a periodic review or evaluation session, the City may request Grantee to amend the Franchise to provide additional services or facilities as are mutually agreed upon and which are both economically and technically feasible taking into consideration the remaining life of the Franchise.

Subd. 10. General Financial and Insurance Provisions.

A. Performance Bond.

1. At the time the Franchise becomes effective and at all times thereafter, until the Grantee has liquidated all of its obligations with the City, the Grantee shall furnish a bond to the City, naming the other municipalities comprising the Franchise Area as additional obligees, in the amount of Ten Thousand Dollars (\$10,000.00) in a form and with such sureties as are reasonably acceptable.

2. The bond must be conditioned upon the faithful performance of the Grantee according to the terms of the Franchise and upon the further condition that in the event the Grantee shall fail to comply with any law, ordinance or regulation governing the Franchise, there shall be recoverable jointly and severally from the principal and surety of the bond any damages or loss suffered by the City as a result, including the full amount of any compensation, indemnification or cost of removal or abandonment of any property of the Grantee, plus a reasonable allowance for attorneys' fees and costs, up to the full amount of the bond, and further guaranteeing payment by the Grantee of claims, liens and taxes due the City which arise by reason of the construction, operation, or maintenance of the System.

3. The rights reserved by the City with respect to the bond are in addition to all other rights the City may have under the Franchise or any other law. The City may, from year to year, in its sole discretion, reduce the amount of the bond.

4. The Grantee shall be given thirty (30) days notice of any franchise violation, or other claim, liability or obligation giving rise to City's right to make a claim under the bond. In the event the violation, claim, liability, or obligation is not cured, corrected or satisfied within this thirty (30) day cure period, in City's determination, the City may make a claim pursuant to the bond. The City may grant additional time beyond the initial cure period before making a claim under the bond in the event Grantee requests additional time and the City determines that the Grantee has made a good faith effort towards cure and such additional time is necessary to completely cure the alleged violation.

5. In the event this Franchise is revoked or the rights hereunder relinquished or abandoned by Grantee, the City shall be entitled to collect from the performance bond any resultant damages, costs or liabilities incurred by the City.

6. Unless provided otherwise in this Franchise, the rights reserved to the City with respect to the performance bond shall not be deemed an exclusive remedy and are in addition to all other rights of the City whether reserved by this Franchise or authorized by law, and no action, proceeding or exercise of a right with respect to the performance bond shall affect any other right the City may have.

B. Letter of Credit.

1. The City intends to stay enforcement of this Subd. 10(B) to the extent Effective Competition exists. Notwithstanding, in the event the City initiates enforcement of Subd. 5 above through adoption of a Resolution of the City Council and determines that additional security is necessary or desirable to secure compliance with this Franchise, or the City shall determine that Effective Competition has ceased, Grantee shall, upon written notice from the City, deliver to the City an irrevocable and unconditional Letter of Credit, in form and substance acceptable to the City, from a National or State bank approved by the City, in the amount of Five Thousand Dollars (\$5,000).

2. The Letter of Credit shall provide that funds will be paid to the City, upon written demand of the City, and in an amount solely determined by the City in payment for liquidated damages charged pursuant to this subdivision or in payment for any monies owed by Grantee pursuant to its obligations under this Franchise.

3. In addition to recovery of any monies owed by Grantee to the City, the City, in its sole discretion, after providing reasonable notice and public hearing as provided below, may charge to and collect from the Letter of Credit liquidated damages in an amount of up to Fifty Dollars (\$50.00) per violation of any provision of this Franchise or applicable federal, state, or local law or regulations, pursuant to paragraph d,

4. Whenever the City finds that Grantee has violated one or more terms, conditions or provisions of this Franchise, a written notice shall be given to Grantee informing it of such violation. Grantee shall have thirty (30) days from receipt of such notice in which to cure such violation in which event no liquidated damages may be assessed. At any time after the cure period, provided Grantee remains in violation of one or more terms, conditions or provisions of this Franchise, in City's sole determination, the City may draw from the Letter of Credit all assessments or monies due the City from the date of the notice. The City may grant additional time beyond the initial cure period in the event the City determines such additional time is necessary to cure the alleged violation.

5. Grantee may notify the City in writing during the cure period that there is a dispute as to whether a violation or failure has in fact occurred. Grantee shall specify with particularity the matters disputed and the basis for dispute. All liquidated damages assessments shall continue to accrue.

6. The City shall hear Grantee's dispute at the next regularly scheduled meeting or within sixty (60) days of receipt of said notice of dispute, whichever is shorter.

7. In the event City determines that a violation has taken place, such determination shall be deemed final, subject to Grantee's right to appeal such final determination to a court or forum of competent jurisdiction.

8. In the event City determines that no violation has taken place, the City shall rescind the notice of violation.

9. If said Letter of Credit or any subsequent Letter of Credit delivered pursuant thereto expires prior to the expiration of the term of this Franchise, it shall be renewed or replaced during the term of this Franchise to provide that it will not expire prior to the expiration of this Franchise. The renewed or replaced Letter of Credit shall be of the same form and amount and with a bank authorized herein.

10. If the City draws upon the Letter of Credit or any subsequent Letter of Credit delivered pursuant hereto, in whole or in part, Grantee shall replace the same within ten (10) days and shall deliver to the City a like replacement Letter of Credit for the full amount stated in Paragraph a of this section as a substitution of the previous Letter of Credit.

11. If any Letter of Credit is not so replaced, the City may draw on said Letter of Credit for the whole amount thereof and use the proceeds as the City determines in its sole discretion. The failure to replace any Letter of Credit may also, at the option of the City, be deemed a default by Grantee under this Franchise. The drawing on the Letter of Credit by the City, and use of the money so obtained for payment or performance of the obligations, duties and responsibilities of Grantee which are in default, shall not be a waiver or release of such default.

12. The collection by the City of any monies or penalties from the Letter of Credit shall not be deemed an exclusive remedy and shall not affect any other right or remedy available

to the City, nor shall any act, or failure to act, by the City pursuant to the Letter of Credit, be deemed a waiver of any right of the City pursuant to this Franchise or otherwise.

C. Indemnification of the City.

1. The City, its officers, boards, committees, commissions, elected officials, employees and agents shall not be liable for any loss or damage to any real or personal property of any Person, or for any injury to or death of any Person, arising out of or in connection with the construction, operation, maintenance, repair or removal of, or other action or event with respect to the System or as to any other action or event with respect to this Franchise.

2. Grantee shall indemnify, defend, and hold harmless the City, its officers, boards, committees, commissions, elected officials, employees and agents, from and against all liability, damages, and penalties which they may legally be required to pay as a result of the exercise, administration, or enforcement of the Franchise. Grantee's obligations herein shall not include any alleged or actual liability which is based solely on City's operation of PEG access facilities or equipment or the programming provided via such PEG facilities or equipment.

3. City shall indemnify, defend and hold harmless Grantee, its officers, directors, employees and agents, from and against all claims, liability, damages, and penalties which any of them may legally be required to pay as a result of the City's operation or programming of PEG access channels, facilities or equipment.

4. Nothing in this Franchise relieves a Person from the liability arising out of the failure to exercise reasonable care to avoid injuring the Grantee's facilities while performing work connected with grading, regarding, or changing the line of a Right-of-Way or public place or with the construction or reconstruction of a sewer or water system.

5. In order for City to assert its rights to be indemnified, defended, and held harmless, City must, with respect to each claim:

a. Promptly notify Grantee in writing of any claim or legal proceeding which gives rise to such right.

b. Afford Grantee the opportunity to participate in and fully control any compromise, settlement or other resolution or disposition of any claim or proceeding; and

c. Fully cooperate with reasonable requests of Grantee, at Grantee's expense, in its participation in, and control, compromise, settlement or resolution or other disposition of such claim or proceeding subject to Paragraph 2 above.

D. Insurance.

1. Grantee shall file with its acceptance of this Franchise, and at all times thereafter maintain in full force and effect at its sole expense, a comprehensive general liability insurance policy, in protection of the Grantee, and the City, its officers, elected officials, boards, commissions, agents and employees for damages which may arise as a result of this Franchise.

2. The policies of insurance shall be in the sum of not less than One Million Dollars (\$1,000,000.00) for personal injury or death of any one Person, and Two Million Dollars (\$2,000,000.00) for personal injury or death of two or more Persons in any one occurrence, Five Hundred Thousand Dollars (\$500,000.00) for property damage to any one person and Two Million Dollars (\$2,000,000.00) for property damage resulting from any one act or occurrence.

3. The policy or policies of insurance shall be maintained by Grantee in full force and effect during the entire term of the Franchise. Each policy of insurance shall contain a

statement on its face that the insurer will not cancel the policy or fail to renew the policy, whether for nonpayment of premium, or otherwise, and whether at the request of Grantee or for other reasons, except after sixty (60) days advance written notice have been provided to the City.

Subd. 11. Sale, Abandonment, Transfer and Revocation of Franchise

A. City's Right to Revoke. In addition to all other rights which the City has pursuant to law or equity, the City reserves the right to revoke, terminate or cancel this Franchise, and all rights and privileges pertaining thereto, if after the hearing required herein, if after the hearing required therein, it is determined that:

1. Grantee has violated any material provision of this Franchise and failed to timely cure; or
2. Grantee has attempted to evade any of the material provisions of the Franchise; or
3. Grantee has practiced fraud or deceit upon the City or Subscriber.
4. The City may revoke this Franchise without the hearing required herein if Grantee files for bankruptcy.

B. Procedures for Revocation.

1. The City shall provide Grantee with written notice of intent to revoke the Franchise which shall identify the basis of the revocation. Grantee shall have thirty (30) days subsequent to receipt of the notice in which to cure the violation or to provide adequate assurance of performance in compliance with the Franchise.

2. City shall schedule a public hearing affording Grantee due process prior to revocation. The public hearing shall be scheduled after the end of the cure period and within ninety (90) days of the date of the notice of revocation. Notice of the hearing shall be provided to Grantee.

3. The City shall provide Grantee with written notice of its final decision together with written findings of fact supplementing said decision. Only after Grantee receives written notice of the determination by the City to revoke the Franchise may Grantee appeal said decision.

4. During the appeal period, the Franchise shall remain in full force and effect unless the term thereof sooner expires.

C. Abandonment of Service. Grantee may not discontinue providing video programming services without having first given three (3) months written notice to the City.

D. Removal After Abandonment, Termination or Forfeiture.

1. In the event of termination or forfeiture of the Franchise or abandonment of the System, the City shall have the right to require Grantee to remove all or any portion of the System from all Rights-of-Way and public property within the City; provided, however, that the Grantee shall not be required to remove the System if it is authorized to provide telecommunications service pursuant to state or federal law.

2. If Grantee has failed to commence removal of System, or such part thereof as was designated by the City, within one hundred twenty (120) days after written notice of the City demand for removal is given, or if Grantee has failed to complete such removal within twelve (12) months after written notice of the City demand for removal is given, the City shall have the right to apply funds secured by the Letter of Credit and Performance Bond toward removal and/or declare all right, title,

and interest to the System to be in the City with all rights of ownership including, but not limited to, the right to operate the System or transfer the System to another for operation by it pursuant to the provisions of 47 U.S.C. § 547.

E. Sale or Transfer of Franchise.

1. No sale, transfer, or corporate change of or in Grantee or the System, including, but not limited to, the sale of a majority of the entity's assets, a merger including the consolidation of a subsidiary and parent entity, or the creation of a subsidiary or affiliate entity, shall take place until the parties to the sale, transfer, or corporate change file a written request with the City for its approval and such approval is granted by the City, provided, however, that said approval shall not be required where Grantee grants a security interest in its Franchise and assets to secure an indebtedness.

2. Any sale, transfer, exchange or assignment of stock or other equity interest in Grantee so as to create a new controlling interest shall be subject to the requirements of this Subd. 11(E). The term "controlling interest" as used herein means actual working control in whatever manner exercised.

3. The City shall have such time as is permitted by applicable federal law in which to review a transfer request.

4. The Grantee shall reimburse City for all the legal, administrative, and consulting costs and fees associated with the City's review of any request to transfer. Nothing herein shall prevent Grantee from negotiating partial or complete payment of such costs and fees by the transferee.

5. In no event shall a sale, transfer, corporate change, or assignment of ownership or control pursuant to Subparagraph (1) or (2) of this Section be approved without the transferee becoming a signatory to this Franchise and assuming all rights and obligations hereunder, and assuming all other rights and obligations of the transferor to the City.

6. In the event of any proposed sale, transfer, corporate change, or assignment pursuant to Subparagraph (1) or (2) of this Section, the City shall have the right to purchase the System as provided in Minn. Stat. § 238.084(aa).

7. The City shall be deemed to have waived its right to purchase under in the following circumstances:

a. If it does not indicate to Grantee in writing, within sixty (60) days of notice of a proposed sale or assignment, its intention to exercise or reserve its right of purchase; or

b. It approves the assignment or sale of the Franchise as provided within this Section.

Subd. 12. Protection of Individual Rights.

A. Discriminatory Practices Prohibited. Grantee shall not deny service, deny access, or otherwise discriminate against Subscribers or general citizens on the basis of race, color, religion, national origin, sex, age, status as to public assistance, affectional preference, or disability. Grantee shall comply at all times with all other applicable federal, state, and local laws, and all executive and administrative orders relating to nondiscrimination.

B. Subscriber Privacy.

1. Grantee shall comply with the subscriber privacy-related requirements of 47 U.S.C. § 551. No signals including signals of a Class IV Channel may be transmitted from a

Subscriber terminal for purposes of monitoring individual viewing patterns or practices without the express written permission of the Subscriber. Such written permission shall be for a limited period of time not to exceed one (1) year which may be renewed at the option of the Subscriber. No penalty shall be invoked for a Subscriber's failure to provide or renew such authorization. The authorization shall be revocable at any time by the Subscriber without penalty of any kind whatsoever. Such permission shall be required for each type or classification of Class IV Channel activity planned for the purpose of monitoring individual viewing patterns or practices.

2. No lists of the names and addresses of Subscribers or any lists that identify the viewing habits of Subscribers shall be sold or otherwise made available to any party other than to Grantee and its employees for internal business use, and also to the Subscriber subject of that information, unless Grantee has received specific written authorization from the Subscriber to make such data available. Such written permission shall be for a limited period of time not to exceed one (1) year which may be renewed at the option of the Subscriber. No penalty shall be invoked for a Subscriber's failure to provide or renew such authorization. The authorization shall be revocable at any time by the Subscriber without penalty of any kind whatsoever.

3. Written permission from the Subscriber shall not be required for the conducting of System wide or individually addressed electronic sweeps for the purpose of verifying System integrity or monitoring for the purpose of billing. Confidentiality of such information shall be subject to the provision set forth in Subparagraph (2) of this Subdivision.

Subd. 13. Miscellaneous Provisions

A. Franchise Renewal. Any renewal of this Franchise shall be performed in accordance with applicable federal, state and local laws and regulations. The term of any renewed Franchise shall be limited to a period not to exceed fifteen (15) years.

B. Work Performed by Others. All obligations of this Franchise shall apply to any subcontractor or others performing any work or services pursuant to the provisions of this Franchise, however, in no event shall any such subcontractor or other Person performing work obtain any rights to maintain and operate a System or provide Cable Service. Grantee shall provide notice to the City of the name(s) and address(es) of any entity, other than Grantee, which performs services pursuant to this Franchise involving the Right-of-Way, public property or new System construction or System upgrade.

C. Amendment of Franchise. Grantee and the City may agree, from time to time, to amend this Franchise. Such written amendments may be made subsequent to a review session pursuant to Subdivision 7(E) or at any other time if the City and Grantee agree that such an amendment will be in the public interest or if such an amendment is required due to changes in federal, state or local laws, provided, however, nothing herein shall restrict the City's exercise of its police powers.

D. Force Majeure. In the event Grantee's performance of any of the terms, conditions, obligations or requirements of this Franchise is prevented due to a cause beyond its control, such failure to perform shall be excused for the period of such inability to perform.

E. Compliance with Federal, State and Local Laws.

1. Grantee and the City shall conform to state laws and rules regarding cable communications not later than one year after they become effective, unless otherwise stated, and to conform to federal laws and regulations regarding cable as they become effective.

2. If any term, condition or provision of this Franchise shall, to any extent, be held to be invalid or unenforceable, the remainder and all the terms, provisions and conditions herein shall, in all other respects, continue to be effective provided the loss of the invalid or unenforceable clause does not substantially alter the agreement between the parties. In the event such law, rule or regulation is subsequently repealed, rescinded, amended or otherwise changed so that the provision

which had been held invalid or modified is no longer in conflict with the law, rules and regulations then in effect, said provision shall thereupon return to full force and effect and shall thereafter be binding.

F. Nonenforcement by City. Grantee shall not be relieved of its obligations to comply with any of the provisions of this Franchise by reason of any failure or delay of the City to enforce prompt compliance. The City may only waive its rights hereunder by expressly so stating in writing. Any such written waiver by the City of a breach or violation of any provision of this Franchise shall not operate as or be construed to be a waiver of any subsequent breach or violation.

G. Rights Cumulative. All rights and remedies given to the City by this Franchise or retained by the City shall be in addition to and not exclusive of any and all other rights and remedies, existing or implied, now or hereafter available to the City, at law or in equity.

H. Grantee Acknowledgment of Validity of Franchise. Grantee acknowledges that it has had an opportunity to review the terms and conditions of this Franchise and that under current law Grantee believes that said terms and conditions are not unreasonable or arbitrary, and that Grantee believes the City has the power to make the terms and conditions contained in this Franchise.

Subd. 14. Effective Date; Acceptance and Exhibits.

A. Effective Date. The Effective Date of this Franchise shall be the date of acceptance by Grantee in accordance with the provisions of this Subdivision 14(B).

B. Acceptance.

1. Grantee shall accept this Franchise within thirty (30) days of its approval by the City, unless the time for acceptance is extended by the City. Such acceptance by the Grantee shall be deemed the grant of this Franchise for all purposes provided. In the event acceptance does not take place, this Franchise and any and all rights previously granted to Grantee shall be null and void.

2. Upon acceptance of this Franchise, Grantee shall be bound by all the terms and conditions contained herein.

3. Grantee shall accept this Franchise by properly executing, acknowledging, and delivering the document to the City and, with its acceptance, Grantee shall also deliver any grant payments, performance bond and insurance certificates required herein that have not previously been delivered.

C. The Saint Peter City Code, Chapter 1 entitled "General Provisions and Definitions Applicable to the Entire City Code, Including Penalty For Violation" and Section 3.99 entitled, "Violation a Misdemeanor," are incorporated by reference as though repeated herein verbatim.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this _____ day of _____, 2016.

ATTEST:

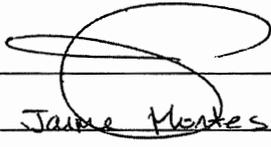
Todd Prafke
City Administrator

Chuck Zieman
Mayor

ACCEPTED: This Franchise Agreement is accepted and the undersigned agrees to be bound by its terms and conditions.

GRANTEE

Dated: 8/26/16

By:  _____

Its Jaime Montes
Consolidated Communications