

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

Regular Workshop Session of Tuesday, September 8, 2015
Public Works Conference Room– 5:30 p.m.
405 West St. Julien Street

- I. **CALL TO ORDER**

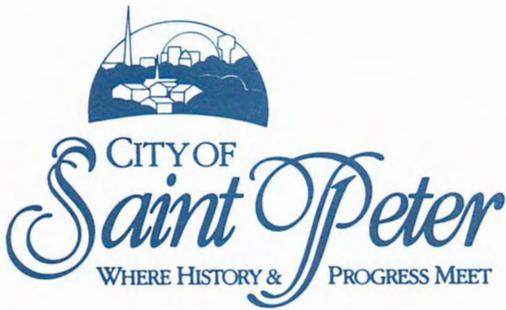
- II. **DISCUSSION**
 - A. Public Works Presentation and Tour
 - B. Coalition of Greater Minnesota Cities Presentation
 - C. 2016 Preliminary Budget/Levy
 - D. EDA Policy Update
 - E. Part-time Employee Probationary Period
 - F. City/School Show and Tell Preview
 - G. Others

- III. **ADJOURNMENT**

******PLEASE NOTE – The workshop will take place at the Public Works building and is being held on TUESDAY due to the Labor Day holiday.**

Office of the City Administrator
Todd Prafke

TP/bal



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 9/1/15

FROM: Todd Prafke
City Administrator

RE: Department Presentation: Public Works

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. Public Works Director Moulton will be at the workshop on Monday evening to provide information on activities in his Department. In addition, Councilmembers will be provided with a short tour of the Public Works building and are encouraged to wear comfortable shoes for the tour.

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

TP/bal

Electric Utility

Employees:

Ken Kocmick, Foreman
Jerry Holsapple, Lineman
Pat McShane, Lineman

Brian Shellum, Lineman
Lincoln Hooper, Lineman
*No Seasonal Employees

Budget

- Total Revenues \$10,797,674

SMMPA Purchase Power Rate Projections

- *0% increases since 2006
- *Expect 5% rate increase in 2016
- *Expect 3% rate increase in 2017

Expenses: SMMPA Purchase Power (67.4%)	\$7,276,200
Power Distribution (5.4%)	\$ 586,518
Administration/General (3.8%)	\$ 410,592
Customer Accounts (1.3%)	\$ 142,920
Power Production (2.1%)	\$ 230,422
<u>Depreciation/Bond/Transfers (20%)</u>	<u>\$2,148,867</u>
Total	\$10,795,519

Capital Plan 2015 \$866,008

2015 Distribution Improvements

*Materials only, labor not included

County Road 20/Nicollet Avenue

38,000' of 4/O 15Kv Wire	\$101,000
Switchgear Vault	\$173,000
Total Project (Materials)	\$288,538.92

Nicollet County Human Services Building

Total Project (Materials)	\$10,335.06
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Minnesota Security Hospital

11,000' of 1/O 15Kv Wire	\$10,862.55
Transformers 3 Phase	\$39,120.54
Total Project (Materials)	\$49,983.09

*(through August 31, project not complete)

Generation – Southern Minnesota Municipal Agency (SMMPA)

6 (2MW) Generators \$5,000,000 new in 2003. Generation Plant is located on Broadway Avenue.



This City has a signed agreement to purchase all the electric power for resale from SMMPA. SMMPA is a joint action agency, an electric cooperative made up of eighteen members.
Generation Contract = \$432,000

The current contract is for 50 years, which is good through the year 2030.

SMMPA's headquarters is located in Rochester, MN.

There are monthly SMMPA Board meetings, which the Director of Public Works attends.

Streets Section

Employees:

Mike McCarthy, Foreman
Josh Kennedy, Equipment Operator
Dave Olmanson, Equipment Operator
Matt Ulman, Equipment Operator
Jake Powers, Construction Maintenance Worker
2 - Seasonal Staff (June-August)

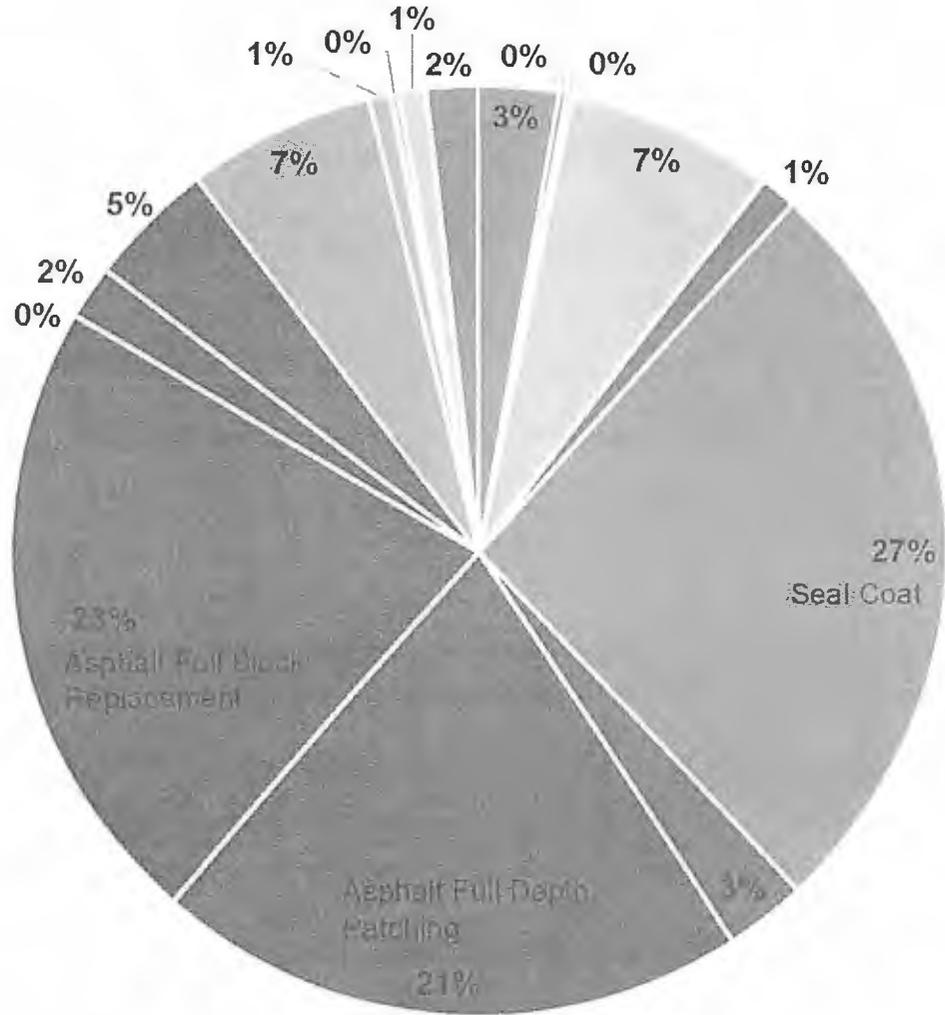
Equipment

- 950 Cat Loader (1992) **Equipment Certificate 2016*
- 5 Tandem Dump Trucks (1994, 1998, 2001, 2007, 2012)
- 1 Single Axle Dump Truck (1995)
- Cat 143H (2001)
- 544H John Deere Loader (2007)
- Freightliner Water Truck (2008)
- Rosco Sweeper (2009)
- 2 Elgin Pick Up Sweepers (2005, 2013)
- Lee-Boy Paver with Felling Hauling Trailer (2014)

Key Features

- City Wide Concrete Work
- Roadway Evaluations with Full Depth Patching, Full Block Replacement and Crack Sealing
- Street Painting
- Assisting Environmental Services with Brush and Compost Hauling to Kasota Site
- City Wide Street Sign Work
- Snow Removal on 206 Lane Miles of Roadway and 38 Cul-De-Sacs
- Spring & Fall Street Sweeping
- Assist with City Wide Events and Special Requests
- Seal Coat Application and pickup of select City Streets

2015 Approved Maintenance Program
\$520,500



- Winter Salt (\$71/T)
- Stone Delivery (\$4.53)
- Asphalt Full Block Replacement
- Sidewalk Program (N 3rd and Union)
- Sign Replacement Program
- Cold Mix
- Seal Coat (\$2.91/G)
- Crack Sealing
- Stormwater Permits
- Gravel
- Crosswalk Paint (gallons)
- Alley Entrance Replacement
- Weed Spray
- Quartzite Stone Only (\$26/T)
- Asphalt Full Depth Patch (\$61/T)
- Sidewalk, Curb & Handicap
- Equipment Rentals

5

Parks Section

Employees:

Rick Wilde, Foreman
Michael Kennedy, Groundskeeper
Scott Zuhlsdorf, Groundskeeper
Todd Meyer, Construction Maintenance Worker
Jared Holland, Maintenance Engineer/Custodian
5 – Seasonal Employees (May-August)

91 Acres of Active Parks: Dog Park, Gault Park, Gorman Park, Jefferson Park, Mill Pond, Minnesota Square Park, Ramsey Park, Stones Park, Veterans Park, Levee Park, McGill Park and Warren Park

715 Acres of Conservancy Parks: Riverside Extension, Riverside Nature, and Traverse des Sioux

New High School Area with City Park 60+ Acres

2015 Year in Review

- Installed a new wood fiber in Tremendous play structure in Gorman Park
- Installed new play structure for Ramsey Park in conjunction with the school
- New Ramsey Park Youth Ballfield (12 and under)
- Completed sidewalk around Mill Pond
- Working with School District on new High School/ City Park

Parks Maintenance

- Mowing of all Active Park Land and City Medians
- Ball field maintenance according to City functions, association's and league's
- Maintenance of all shelters and restrooms from May 1st to October 31st
- All operations with the City Pool (diving pit, main pool, wading pool)
- Coordination for the setup of City special events and privet festivals in parks
- Inspections of all play grounds within the City
- Maintenance of flower beds and plantings city wide
- All Best Lock Key inventory and maintenance
- Trail and sidewalk maintenance 17 miles
- Christmas light decorations city wide
- Snow removal on all city walks and trails 11 miles
- Ice skating rink maintenance
- Maintenance of Dog Park

Parks Equipment

- 2 Cushman Ballfield Maintainers (1994, 2007)
- Ford F250 4x4 Pickup with Plow (2004)
- Toro Ground Master 580 16 foot cut (2005)
- Ford F250 4X2 Pickup (2006)
- Ferris IS500Z 6 foot cut (2008)
- Ford F350 1 Ton Truck (2009)
- Bobcat 5600 TD Tool Cat 90" mower with 84" broom and 72" snow blower (2010)
- Bobcat 5600 TD Tool Cat 84" broom and 72" snow blower (2011)
- Toro Ground Master 3280D 6 foot cut with Broom (2011)
- Ford F250 Pickup (2012)
- Hustler 3700 Mower 6 foot cut with Broom (2013)

Environmental Services/Refuse Section

Employees:

Dan Knight, Forester

Raoul Blackman, Assistant Forester

1 Seasonal (May-August)

This department is responsible for the city's urban forest. Staff identify dead or hazardous trees that need to be removed off the city's right-of-way, they also complete tree trimming to maintain good visibility for vehicular traffic and good height over our city sidewalks. Assistance is provided by the Streets Section.

They also keep a watchful eye open for the appearance of any pest that might be in our urban forest (emerald ash bore or gypsy moth). This department along with the street department monitor the city's compost site this site is where citizens can drop of their grass, leaves and brush then staff will load up that material into dump trucks and haul to our site in Kasota. They also will do a curb line collection twice a year for leaves and brush.

2015 Year in Review

- Curbside pickup of brush, tree trimmings took place the week of May 4, 2015
- A pre-determined route was chosen for tree trimming with the assistance of the Streets Section Environmental Services was able to finish the south end of town by doing all east – west streets to Jefferson Avenue.
- Planted 125 seedlings and 56 boulevard trees
- 91 stumps grounded out of City Right-of-Way filled with dirt and seeded
- 63 stumps grounded out of Township Road 206 (Gardner Road)
- 154 trees removed City-wide
- Watering of new trees planted on North Washington Avenue and North Third Street. You may have noticed the bags on some of these trees, each bag holds 20 gallons of water which takes about 6 hours to release
- Answers questions on a daily basis from concerned citizens about their trees on the boulevard or in their property
- Fall leaf pickup is scheduled to begin Monday October 26, 2015, usually takes with the assistance of the Street Department two weeks to do all pickups
- Forestry Department assists the Streets Department with the snow removal in the winter months

Equipment

- Vermeer Chopper 1250 (1988)
- Vermeer Stump Grinder (1988)
- Scarab Composter (1992)
- Ford F700 Boom/Bucket Truck (1993)
- Dodge Pickup 4x2 (2004)
- 1-Ton Hino Toyota Truck (2008)

Wastewater Utility

The Saint Peter Wastewater Treatment Facility, located at 400 West St. Julien Street, provides for the collection and treatment of municipal wastewater at a quality that meets or exceeds standards through the use of the latest technology.

Wastewater Treatment Facility is a small footprint treatment facility and has been online since 2004, receiving MPCA Compliance Awards

Staff: Scot Petersen – Foreman	2015 Operations and Capital Budget
Tom Connor, Wastewater Operator	\$3,669,460
John Hank, Wastewater Operator	
Fred Powers, Wastewater Operator	
Jason Dahl, Wastewater Operator	
Brian Zabel, Wastewater Operator	
3 Seasonal Staff (May-August)	

Key Features

- Exceptional Quality Biosolids
- Inflow & Infiltration reduced – 5 phase approach to replace existing interceptor line along Hwy #169 (2 of 5 completed)
- Sewer Mains Cleaning Program – 5 zones – Staff cleans one-a-year
- 318 Dry Tons of Biosolids Produced in 2014 (309 in 2013 and 373 in 2012)
- 55,526 feet to date of sanitary sewer cleaned (24,421 feet in 2014, 53,549 feet in 2013 and 85,772 feet in 2012)

Upcoming Projects

- Wastewater Stabilization Ponds are being appraised by the DNR. Future Plans for the area may involve a sanctuary for wildlife.
- St. Peter High School/City Park Project
- Elementary School/City Development Project

Equipment

Vactor (Shared with Water and Stormwater Utilities)
Sewer Mainline Camera
Private Lateral Service Line Camera
John Deere Loader – Biosolids
Tandem Dump Trucks (Shared with Streets Section)
Service Utility Trucks
McKnight Spreader – Biosolids

Water Utility

The City of Saint Peter Water Utility is committed to providing clean and safe drinking water to the citizens of Saint Peter. We believe that every citizen has the right to safe drinking water and staff is committed to safeguarding public health. In 2014, the Water Utility provided more than 450 million gallons of safe drinking water to over 11,500 people in our community.

Staff: Chris Voeltz – Foreman	2015 Operations and Capital Budget
Terry Kamm, Water Operator	\$3,566,900
Jim Gruhot, Water Operator	
Curtis Thompson, Water Operator	
1 Seasonal Employee (May-August)	

Key Features

- Reduced water loss from 30% to 6% over the last 25 years
- 2 Treatment Plants, 2 Elevated Tanks and 2 Storage Tanks
 - Treatment Plants in upper and lower system
- Water Quality
 - Fluoride and Chlorine added
 - Iron and Manganese Removal
 - Total Dissolved Solids 1500 ppm to 200 ppm
 - Hardness 25 grains to 6 grains
- Distribution System has been upgraded in size and material
- 1,638 Valves in System
- 4,400 Meters in System
- 626 Hydrants
- 63 Miles of Water Main

Upcoming Projects

- St. Peter High School/City Park Project
- Elementary School/City Development Project
- Install water main on Gardner Road (Township Road 206)
- Brown Street Storm Basin

Equipment

Case Backhoe
Tandem Dump Truck
Vactor (shared with Stormwater and Wastewater)
Tamper Compaction
Trench Box
Service Utility Trucks

Stormwater Utility

The City of Saint Peter's Stormwater Utility is committed to the preservation and enhancement of citizens' quality of life through water quality improvement, drainage infrastructure management, flood hazard minimizations, and public awareness.

Staff: Amy Kamm – Foreman
 Jake Yushta, Infrastructure Technician
 Open Position, Infrastructure Technician
 4-5 Seasonal Staff (May-September)

2015 Operations Budget and Capital Budget
 \$915,668

Key Features

- 37 Storm Basins – 25 City Owned/12 Privately Owned
- 6 Major Outlets – With Treatment
- 22 Minor Outlets – Grass ways to river
- 393 Total Right-of-Way (ROW) Permits and Private Property Permits (2014)
 - \$34,016 Revenue Generated from Permits

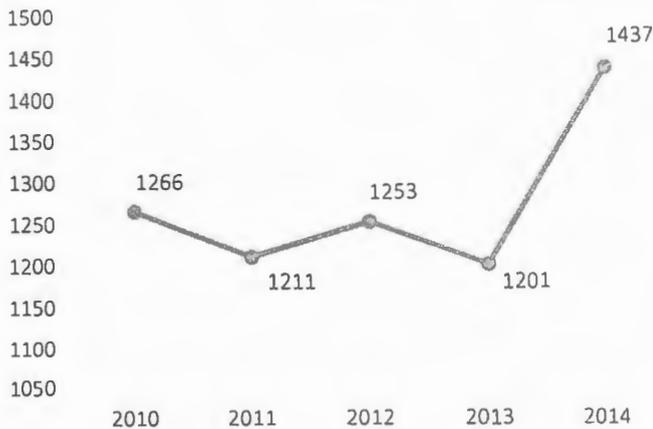
Upcoming Projects

- St. Peter High School/City Park Project
- Elementary School/City Development Project
- Brown Street Storm Basin

Equipment

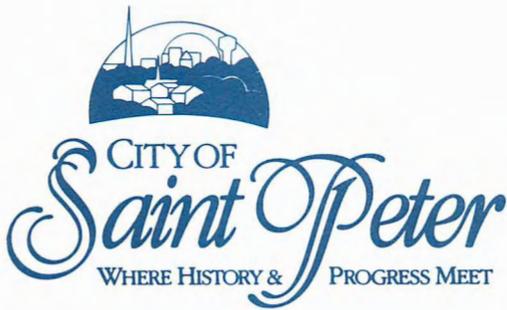
- John Deere 5410
- Ferris Commercial Lawn Tractors
- John Deer Lawn Tractor
- Vactor (Shared with Wastewater & Water Utilities)
- Finn Hydro Seeder
- 8" Goodwin Pumps
- 2-12 and 1-16 Crissafulli Pumps

Total Locates
2010-2014



37 Stormwater
Treatment Basins





Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 9/1/15

FROM: Todd Prafke
City Administrator

RE: Coalition of Greater Minnesota Cities Presentation

ACTION/RECOMMENDATION

None needed. For your information only.

BACKGROUND

Bradley Peterson, Senior Attorney and Lobbyist for Flaherty and Hood (representing the Coalition of Greater Minnesota Cities), will attend the workshop session on Monday evening to provide an overview of the Coalition's activities and goals.

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

TP/bal

CGMC Programs

- Annexation & Land Use
- Economic Development
- Environment & Energy
- Labor & Employee Relations
- LGA & Property Tax Relief
- Transportation

News and Events

- Blog
- Calendar
- Media
- Greater Minnesota Advocate
- Action Alerts
- Conferences & Events

Resources

- CGMC Tools
- Capitol Schedules
- Legislative Television
- Minnesota State House
- Minnesota State Senate

About the CGMC

- About Us
- Our Members
- Board of Directors
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About Us

The CGMC is a nonprofit, nonpartisan advocacy organization representing 85 cities outside of the Twin Cities metropolitan area. The Coalition also educates legislators about issues important to Greater Minnesota.

Mission

CGMC cities are dedicated to a strong Greater Minnesota. Our mission is to develop viable, progressive communities for businesses and families through strong economic growth and good local government. We support fair property taxes, good land use planning, sensible environmental regulation, a balanced transportation system, and effective economic development tools to meet that goal.

History

For more than 30 years, the CGMC has united Greater Minnesota cities with similar concerns. It brings city officials and legislators together to discuss the issues confronting greater Minnesota. Through effective lobbying, thorough research, timely communications, and active involvement in the legislative process, the CGMC gives cities an effective voice at the Capitol.

Twitter

Tweets



EA Wefel
@St_Paul_Girl

27 Aug

And this week, I visited Jessens Park in Saint Charles. #onlyinmn #CGMC [instagram.com/p/644jALMhkF/](https://www.instagram.com/p/644jALMhkF/)



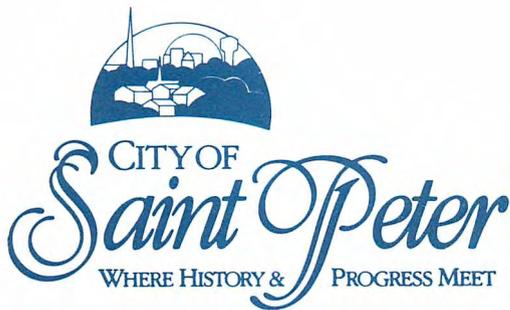
EA Wefel
@St_Paul_Girl

21 Aug

Hey look, @MNCERTs featured Mayer @BemidjiRita & Bemidji City Mgr Nate Mathews talking about energy savings: [cleanenergyresourceteams.org/blog/saving-en...](https://www.cleanenergyresourceteams.org/blog/saving-en...) #cgmc

Expand

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Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 09/2/15

FROM: Todd Prafke
City Administrator

Paula O'Connell
Finance Director

RE: 2016 Preliminary Levy

ACTION/RECOMMENDATION

None needed. For Council discussion only.

BACKGROUND

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 a 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 46.79 to 48.06 based on a gross levy increase of 5.25% or \$113,954. You may note a change in the tax rate present for the 2015 year. This change in tax rate is based on a preliminary 2.5% increase in tax capacity. Continuing evolution of the tax capacity numbers will continue until the 2016 tax notices are distributed by Nicollet County. The 2015 tax rate number presented to you at your goal session has now been changed due to this evolution. We updated the 2015 tax rate calculation you saw last Monday, based on the actual tax rate that was calculated for the 2015 tax statements. Previous tax rates look like this:

<u>Year</u>	<u>Rate</u>
2012	49
2013	50.67
2014	51.13
2015	46.79
2016	48.06 (estimated)

What this means is, if a homeowner's property valuation hasn't changed from 2015, their City share of the tax bill on a \$150,000 home would increase approximately \$16.09 from the 2015 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 2015 projections and budget modifications
- Provide information on the 2016 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 2016 budget is based on the ideas expressed below.

The changes within the budget, as compared to 2015, are very small with a few specific exceptions:

- There is a presidential election in 2016 which will increase our election costs.
- Minimum wage increase to \$9.50 as of August 1, 2016.
- Street maintenance for 2016 is planned at the same level as your 2015 budget (less the Union Street, Third Street sidewalk project, and payroll costs). Your ongoing street program provides maintenance on one of your biggest investments that is very expensive to replace.
- Gardner Road intersections at Broadway and Jefferson will have additional work of \$175,000, with the Township grant funding a majority of reconstruction of Gardner Road.
- Parks will see a \$30,000 increase in capital for resurfacing the Vets Field tennis courts (\$20,000). Please note that this is a different location than was discussed at your Goal Session when City Administrator Prafke said Minnesota Square Park Tennis courts. The request is for Vets Field, and a trench drain and sump in the Parks shop (\$10,000).
- Members discussed and directed staff to work toward the completion of a gravel trail around Hallett's Pond. This will be funded out of Parks maintenance budget.
- The Fire Department budget includes \$34,001 which will contribute a second year to a replacement fund of \$7,500 per year for equipment items that have certification expiration needs; provide \$15,000 for turn out gear (while we did receive an AFG Grant it will not fund your entire need), allocate \$5,000 to replace five MSA cylinders, \$4,751 for confined space rescue; and \$1,750 for a roof saw.
- The 2015 budget includes an allocation of \$2,500 for The Third Floor youth center.
- The insurance fund doesn't have any contributions funding for the 2016 year. The projected 2015 ending fund balance is \$270,000. (You may recall our target here is \$300,000.)
- General Fund reserves are projected to increase to 57% of expenditures. This includes the use of \$84,236 to fund the projected 2015 operations. The percentage of reserves is higher than your policy of 35% to 50% of the 2016 year expenditures.
- The 2016 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.)
- Local Government Aid (LGA) has remained the same as 2015.
- There are a number of large building permits that will generate approximately \$1,305,000 in additional revenues in 2016. This revenue is a one-time collection and we do not believe the dollars should be used to satisfy inflationary operational costs without consideration of impact to future year levies.

For 2016, 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. In this case, the service levels are still based on the 2010 and 2011 budget modifications. 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 cost like we had this year for the City Hall HVAC unit. 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 2016 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. Councilmembers should note that the State was in a \$1 billion surplus for this biennium and provided no additional money for the LGA formula.

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, 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 2014 year with revenues under expenditures by \$42,346 and reserves decreasing to \$3,473,648. The projected change to fund balance in 2015 is an anticipated decrease of \$84,236. (This is \$68,994 greater use of reserves than expected). Lower building permit revenue and the City Hall HVAC replacement contributed to this change. The Fire Department was awarded a \$69,000 grant to purchase turn out gear in 2015.

Working Plan Thus far - The 2016 budget is not balanced. Revenues will be greater than expenditures. 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 the time to have discussion of what building replacement or park improvement plans you have for the future. Having fund balance above the 50% gives opportunity for the City Council to designate a portion of the fund balance for future priorities.

Based on the proposed budget we will have a projected fund balance of \$3,929,495 at the end of budget year 2016. Based on our current projections, the reserve percentage for the end of 2015 will likely be approximately 49.1%, and in 2016 at 57%.

It could be argued that you really don't need a levy increase this year as your reserves are growing. Our recommendation comes after much consideration of your projects in the next couple of years and a philosophy of "one time money in...one time money out." In addition, 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 \$317,309 over the 2015 Budget driven by personnel costs, Gardner Road, 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 for the 2016 year. The 2016 LGA has not increased from the 2015 allocation. Again, this budget is premised on your service level decisions for 2010 and 2011 and the budget modifications that resulted.

Some of the tools used to provide the 2016 budget year include:

- Enterprise funds transfers have been estimated based on projected sales for the 2015 year, assuming rate increases and lower use possibilities in 2016. 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.
- Health insurance costs are budgeted with an 11.9% increase.
- Wage modifications for all union and non-union are about 3%.
- New minimum wage laws effective August 1, 2014 thru August 1, 2016 are also reflected in the budgeted and projected values.
- 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 of \$8,000 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 2015 fund balance will be approximately \$270,000.
- 2016 Local Government Aid is not planned to be reduced from the certified amount. We plan to receive the same amount as the 2015 allocation of \$2,945,981.

Projects in 2016 that are being planned include:

- Equipment Certificate for \$415,425. These potential purchases will be discussed closer to the final budget approval and are not prioritized. The document software cost is still unknown as we are investigating the process to convert paper documents into an electronic document management program.

- \$30,000 – Police Utility Vehicle (\$26,000) with Equipment set up (\$4,000)
- Replace 13 computers from 2005-2009: \$9,425
- Scheduling software: \$3,000
- Body worn video camera system: \$15,000 (a place holder)
- Bi-direction amplifier \$25,000
- Hurst tool \$35,000 (Fire Department. This is the machine that cuts cars open.)
- Replace #16 Loader \$175,000
- Toro '16 mower for expanded park land \$98,000
- Ballfield Maintainer \$25,000
- ??? – Document management program software

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 \$175,000 of improvements.
- Additional parks repairs of \$30,000 for improvements to facilities.
- 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.
- Magner Subdivision development for City/School facilities- includes \$405,000 in the 2016 budget 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 modifications to fees, which are insignificant to the budget, but more reflective of actual costs.
- The budget includes Coalition of Greater Minnesota Cities (\$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, City Hall, Township Road 361, and other sidewalk and street improvements.
- Enterprise funds may see changes to costs including an anticipated cost of power increase of 5% in 2016 and 3% in 2017 by Southern Minnesota Municipal Power Agency (SMMPA). The water fund will see the last of the approved increases effective on 1/1/2016. Our current projections are that Wastewater will remain steady.

Special Revenue Funds:

The Library fund is allocated the same tax levy as it has for the last three years. The fund balance is projected at 36.4% and is continuing the same programming as in 2015. 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 2016 is \$235,561 and we will be in compliance when in-kind costs are figured. With 2013-2016 showing a planned decrease in fund balance, we are going have to either make a change to programming or increase property tax levy to maintain a reasonable fund balance in the future. That future can be now or sometime before 2018. No increase is planned for the 2016 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 2016. With the collection of past due rents or new leases of the unoccupied spaces, the projected fund balance will improve. However, the Council may need to make changes from the current plan. Again those changes can come between now and 2018 when the fund balance is close to negative. 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 -

- We could come to the logical conclusion that you really don't need a levy increase this year as your reserves are growing. Please know that our recommendation comes after much consideration of your projects in the next couple of years and a philosophy of "one time money in....one time money out." In addition, 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. If the State chooses to provide no additional revenue and you choose no increase in revenue 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.
- 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.
 - 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).
 - 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 have increased due to cost savings implemented in prior years and one-time permit fee increases, but there are still areas of volatility that could substantially influence the final 2016 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 2016 year have been projected at a 2.5% 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 \$6,898,334 and a transfer to Parkland Dedication of \$405,000, Special Revenue Funds of \$2,099,313, Debt Service Funds of \$1,752,339, Capital Funds of \$505,425, and Agency Funds of \$33,514. 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 49.1% since the end of 2008 to the projected 2015 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 .22. A decrease in your levy of \$10,000 means a decrease in your tax rate of .22.

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 2015 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.
- Spend down the increase in reserves which lowers the gross levy, but then it may make future years more difficult. We like the 2016 plan we have illustrated knowing that the high likelihood of things changing, especially as it relates to projects and cash needs you have committed to and the variability of State funding beyond 2016. Remember you have some bigger projects in your future so a measured and gradual increase in reserves to meet these wishes may be better than a large increase in Levy all at once. Again, this is part of that Fund Balance and policy discussion.
- Put more capital purchases on the equipment certificate, which would lower this year's levy but increase future year levies. There is \$245,611 of capital equipment remaining in the General Fund budget (includes the \$175,000 of Gardner Road intersection improvements). 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 2015 then in 2016 we discontinue it and then in 2017 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 goal session 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 Tax Comparison (not total tax bill)
2.5% increase in tax capacity**

2016 tax capacity	4,752,749	2016 levy	\$ 2,284,308	City extension rate =	0.48063
2015 tax capacity	4,638,662	2015 levy	\$ 2,170,354	City extension rate =	0.46788

If, your taxable Market Value is	2016 tax	2015 final tax	Annual change if MV stays the same	If, your taxable Market value increased 5%	2016 tax	Annual Change from 2015
<u>Homestead value with MV exclusion =</u>						
\$ 60,000	173.03	168.44	4.59	63,000	181.68	13.24
\$ 76,000	219.17	213.35	5.81	79,800	230.13	16.77
\$ 100,000	344.90	335.75	9.15	105,000	371.09	35.34
\$ 150,000	606.84	590.75	16.09	157,500	646.13	55.38
\$ 250,000	1,130.73	1,100.74	29.98	262,500	1,196.21	95.47
\$ 413,800	1,988.85	1,936.11	52.74	434,490	2,097.24	161.13
<u>4+ rental housing =</u>						
\$ 110,000	660.86	643.34	17.52	115,500	693.91	50.57
\$ 150,000	901.18	877.28	23.90	157,500	946.24	68.96
\$ 200,000	1,201.57	1,169.71	31.86	210,000	1,261.65	91.94
\$ 250,000	1,501.96	1,462.14	39.83	262,500	1,577.06	114.93
<u>Commercial/Industrial =</u>						
\$ 150,000	1,081.41	1,052.74	28.68	157,500	1,153.51	100.77
\$ 175,000	1,321.73	1,286.68	35.05	183,750	1,405.84	119.16
\$ 200,000	1,562.04	1,520.62	41.42	210,000	1,658.17	137.55
\$ 250,000	2,042.67	1,988.51	54.17	262,500	2,162.83	174.32
\$ 1,000,000	9,252.10	9,006.76	245.34	1,050,000	9,732.73	725.97

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CITY OF SAINT PETER
TAX THEORY
TAX LEVY: CERTIFY IN 2015, COLLECTIBLE IN 2016

					BUDGET	PROJECTED
Certified:	2011	2012	2013	2014	2015	2016
Payable:	2012	2013	2014	2015	2016	2017
General Fund	1,275,614	1,275,614	1,305,614	1,308,614	1,408,614	1,558,614
\$ increase (decrease) in General Fund	90,490	0	30,000	3,000	100,000	150,000
% increase (decrease) in General Fund	7.64%	0.00%	2.35%	0.23%	7.64%	10.65%
Public Library	250,133	220,133	220,133	220,133	220,133	231,140
Community Center					0	0
Park Enhancement fund					0	0
N Firefighter's Relief	10,000	10,000	10,000	8,000	8,000	8,000
Special Levies:						
A Bonded Indebtedness						
09 Public Project Revenue Bond(SPCC)	294,277	294,277	284,053	284,055	283,593	282,665
B Certificates of Indebtedness						
Expired Equipment Certificates	0	0	0	0	0	0
08 Equipment Certificate	51,372	0	0	0	0	0
'09 Equipment Certificate	65,720	63,977	62,049	0	0	0
'10 Equipment Certificate	34,300	33,400	32,500	31,132	0	0
'11 Equipment Certificate	21,995	21,425	20,850	20,235	19,590	0
'12 Equipment Certificate	14,600	48,900	53,000	47,500	47,500	47,500
'13 Equipment Certificate - Fire Truck		87,780	79,133	105,206	101,148	100,435
'14 Equipment Certificate			40,678	67,979	67,980	67,980
'15 Equipment Certificate				57,500	50,250	50,250
'16 Equipment Certificate					57,500	56,000
'17 Equipment Certificate						56,000
'18 Equipment Certificate				0		
'19 Equipment Certificate						
'20 Equipment Certificate						
C Bonds of another local unit of Gov't						
J Pera Employer rate inc. after 6/30/01	0	0	0	0	0	0
Unallotment --	0	0	0	0	0	0
Abatement for Nash Finch			0	0	0	0
Abatement for ISJ Clinic	23,000	23,000	23,000	20,000	20,000	20,000
Special Levies:	505,264	572,759	595,263	633,607	647,561	680,830
Levy applicable to levy limits:	na	na	1,535,747	na	na	1,797,754
TOTAL GROSS LEVY:	2,041,011	2,078,506	2,131,010	2,170,354	2,284,308	2,478,584
% increase(decrease) over prior levy	0.00%	1.84%	2.53%	1.85%	5.25%	8.50%
Tax Rate: City	49.00	50.67	51.13	46.79	48.06	51.63
Tax Rate: Total						
Taxable Market Value	430,696,300	424,206,500	428,488,400	459,425,700	479,690,000	
Exempt Market Value	277,106,400	277,106,400	277,106,400	277,106,400	277,106,400	
Net Tax Capacity	4,165,734	4,102,084	4,167,947	4,638,662	4,752,749	4,800,276
City	49.004	50.673	51.13	46.79		
County	53.67	52.001	51.24	49.357		
School	16.716	16.752	17.175	17.003		
Region 9	0.19	0.188	0.172	0.153		
Multi-County	0.367	0.352	0.322	0.301		
Total extension rate	119.947	119.966	120.039	113.604		

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16GFSummary

General Fund Revenue Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Projected	2016 Proposed Budget		change over prior Budget
Property Taxes	1,324,535	1,282,135	1,333,157	1,308,614	1,308,614	1,408,614	100,000	7.64%
Other Taxes	79,274	82,647	87,652	76,600	76,600	81,700	5,100	6.66%
Licenses & Permits	163,689	191,506	316,846	280,140	236,900	1,463,480	1,183,340	422.41%
State Grants and Aids	3,042,061	3,025,225	3,054,414	3,070,681	3,070,681	3,070,681	0	0.00%
Administrative Fees	40,584	57,502	141,058	111,196	104,252	103,690	(7,506)	-6.75%
Police & Fire	129,908	134,344	138,727	123,500	123,500	123,200	(300)	-0.24%
Streets /Refuse Sales	18,534	20,064	21,010	14,800	15,650	14,800	0	0.00%
Recreation	176,778	186,909	167,181	169,500	166,200	166,500	(3,000)	-1.77%
Fines & Penalties	91,342	75,969	67,015	79,000	79,000	69,000	(10,000)	-12.66%
Interest & Misc Income	168,316	141,708	112,604	41,752	48,630	41,752	0	0.00%
Transfer from other Funds	0	0	0	0	0	0	0	#DIV/0!
Utility Fund Transfers	1,284,974	1,340,239	1,397,660	1,290,000	1,300,000	1,300,000	10,000	0.78%
Total Revenues	6,519,995	6,538,248	6,837,324	6,565,783	6,530,027	7,843,417	1,277,634	
% increase (decrease) over prior year:	11.24%	0.28%	4.57%	-3.97%	-4.49%	20.11%		
% increase (decrease) over prior year budget:						19.46%		

ONE TIME REVENUES

School permits	(405,000)
permits	(900,000)
Annual Revenue	6,538,417

16GFSummary

General Fund Expenditure Summary

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Projected	2016 Proposed Budget		change over prior Budget
Mayor and Council	41,541	37,163	38,177	41,480	41,480	56,148	14,668	35.36%
City Administrator	162,336	169,953	179,621	176,237	187,569	197,767	21,530	12.22%
City Clerk	60,582	61,058	62,688	67,011	67,111	69,112	2,101	3.14%
Elections	17,819	22,443	14,134	21,590	21,590	30,442	8,852	41.00%
Finance Department	213,277	221,268	233,813	266,052	261,375	272,910	6,858	2.58%
Legal Services	155,631	130,006	140,406	141,000	141,000	141,000	0	0.00%
Municipal Building	90,665	91,866	97,651	109,382	167,382	115,280	5,898	5.39%
Police Department	1,956,079	1,973,503	2,072,157	2,128,643	2,150,346	2,153,503	24,860	1.17%
Fire Department	565,048	563,372	317,252	366,659	350,487	374,375	7,716	2.10%
Building Inspections	171,248	181,748	194,430	209,552	208,944	205,771	(3,781)	-1.80%
Emergency Management	1,086	2,411	1,018	7,770	7,770	7,772	2	0.03%
Community Service	79,714	80,620	80,295	85,646	88,646	89,552	3,906	4.56%
Public Works Administration	80,956	79,340	89,949	88,257	89,577	88,148	(109)	-0.12%
Streets	1,028,945	1,091,035	1,085,857	1,237,127	1,206,977	1,345,804	108,677	8.78%
Street Lighting	104,103	98,428	87,112	130,000	130,000	130,000	0	0.00%
Senior Coordinator	29,921	31,580	33,578	35,425	33,788	35,470	45	0.13%
Recreation and Leisure Services	329,414	338,531	349,293	384,344	389,001	405,822	21,478	5.59%
Swimming Pool	169,272	193,456	173,231	175,367	176,159	185,190	9,823	5.60%
Skating Rinks	9,121	14,093	16,233	12,530	16,586	16,743	4,213	33.62%
Parks	598,018	630,008	671,087	699,748	681,270	773,051	73,303	10.48%
Community Development	139,788	187,287	150,815	162,080	162,080	167,924	5,844	3.61%
Unallocated - Insurance	18,636	7,327	7,880	4,225	4,225	5,650	1,425	33.73%
Unallocated - Memberships	24,801	25,524	27,364	28,400	28,400	28,400	0	0.00%
Unallocated - Miscellaneous	0	0	289,560	2,500	2,500	2,500	0	0.00%
Total Expenditures	6,048,001	6,232,020	6,413,601	6,581,025	6,614,263	6,898,334	317,309	
Other Transfers Out (In)	50,863	273,308	466,069	0	0	405,000		
NET OPERATIONS:	421,131	32,920	(42,346)	(15,242)	(84,236)	540,083		
% increase (decrease) over prior year:	6.64%	3.04%	2.91%	2.61%	3.13%	4.29%		
% increase (decrease) over prior year budget:						4.82%		
Beginning Fund Balance	3,061,943	3,483,074	3,515,994	3,473,648	3,473,648	3,389,412		
Ending Fund Balance	3,483,074	3,515,994	3,473,648	3,458,406	3,389,412	3,929,495		
Percent of next year budget	55.9%	54.8%	52.8%	50.1%	49.1%			
Percent of same year budget						57.0%		

ONE TIME EXPENSES

Garnder rd intersections	(175,000)
transfer to Parkland fund	(405,000)
fire gear	(15,000)
resurface tennis courts	(20,000)
park shop drain	(10,000)
Annual Expenses	6,678,334
Annual Operations	(139,917)

CITY OF ST. PETER LIBRARY

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected Year End	2016 Proposed Budget
Property Taxes	310,133	250,133	220,133	220,133	220,133	220,133	220,133
State Grants and Aids	49,448	45,365	45,131	45,265	45,047	45,047	45,047
Administrative Fees	0	0	0	0	0	0	0
Fines & Penalties	14,371	11,854	10,456	3,737	2,000	2,000	2,200
Interest & Misc Income	57,247	73,210	67,422	60,551	53,700	65,557	58,500
Transfer from other Funds	0	0	0	0	0	0	0
TOTAL REVENUES	431,199	380,562	343,142	329,686	320,880	332,737	325,880
Personnel Services	177,467	202,320	202,079	212,411	215,841	215,841	239,833
Office Expenses	17,228	17,406	16,027	15,059	16,500	21,500	21,500
Professional Services	65,405	77,706	68,646	73,110	71,350	71,163	72,350
Repair & Maintenance	20,015	24,796	50,151	33,165	28,425	28,435	28,525
Capital	42,392	44,240	45,383	35,238	38,600	38,600	50,830
TOTAL EXPENDITURES	322,507	366,468	382,286	368,983	370,716	375,539	413,038
NET OPERATIONS	108,692	14,094	-39,144	-39,297	-49,836	-42,802	-87,158
BEGINNING FUND BALANCE	265,730	374,422	388,516	349,372	310,075	310,075	267,273
ENDING FUND BALANCE-Restricted	39,563	38,459	30,576	39,563	39,563	30,576	30,576
ENDING FUND BALANCE-Unrestricted	334,859	350,057	318,796	270,512	220,676	236,697	149,539
					59.5%	63.0%	36.2%

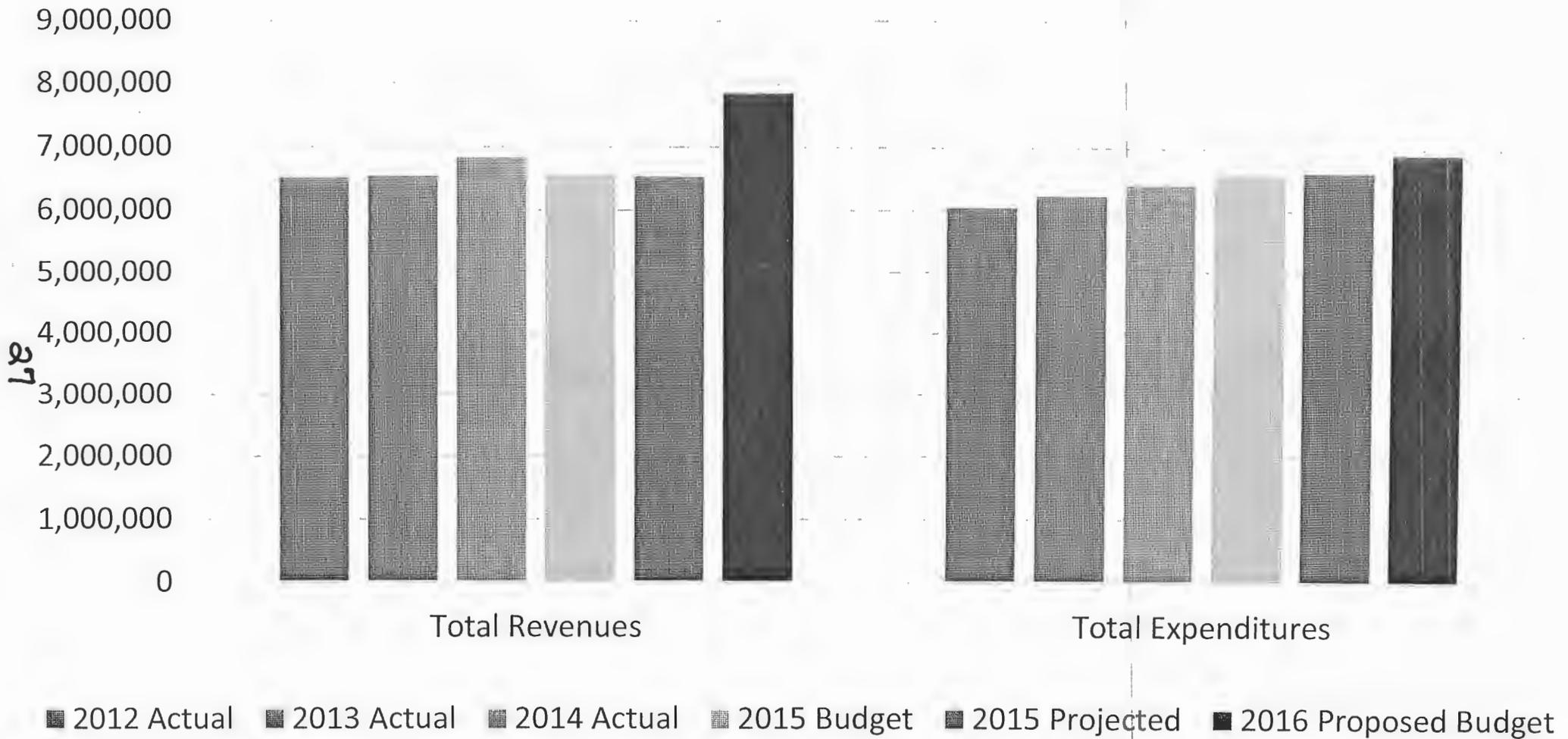
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CITY OF ST. PETER COMMUNITY CENTER

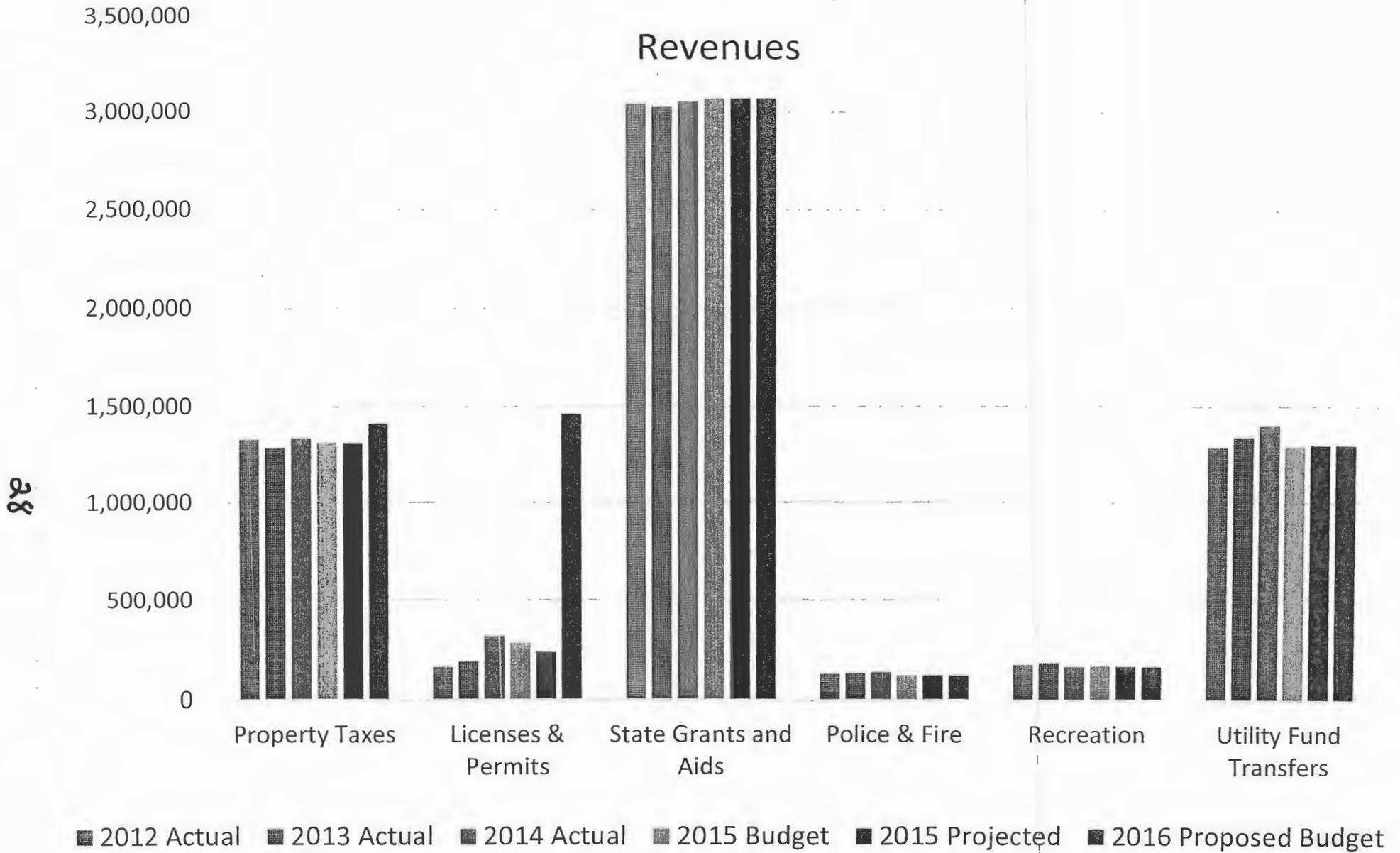
	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Current Budget	2015 Projected Year End	2016 Proposed Budget	2017 Proposed Budget	2018 Proposed Budget	2019 Proposed Budget	2020 Proposed Budget
Property Taxes	0	0	0	0	0	0	0	0	0	0	180,000
State Grants and Aids	131	131	131	131	130	130	130	130	130	130	130
Interest & Misc Income	22,094	33,984	25,298	25,746	24,400	21,900	21,600	24,400	24,400	24,400	24,400
Daily/advertising/term Rents	192,561	201,006	209,287	166,056	186,700	186,400	193,244	193,244	193,244	193,244	193,244
Transfer from other Funds	147,183	143,736	145,219	144,071	110,000	122,500	91,500	36,500	0	0	0
Utility Fund Transfers	53,256	54,801	54,261	51,625	52,000	52,000	52,000	52,000	52,000	52,000	52,000
TOTAL REVENUES	415,225	433,658	434,196	387,629	373,230	382,930	358,474	306,274	269,774	269,774	449,774
Personnel Services	113,182	123,290	127,663	132,446	139,119	139,119	142,373	145,220	148,125	151,087	154,109
Office Expenses	40,495	44,969	46,739	47,201	47,300	47,300	48,300	47,300	47,300	47,300	47,300
Professional Services	126,705	119,358	128,827	130,934	133,250	132,990	137,320	133,250	133,250	133,250	133,250
Repair & Maintenance	24,657	33,948	20,512	21,328	31,000	31,000	31,000	31,000	31,000	31,000	31,000
Transfer to Other Funds	11,334	11,428	11,017	12,834	0	0	0	0	0	0	0
Capital	6,770	26,094	27,438	20,212	32,300	24,390	79,974	20,000	10,000	50,000	8,500
TOTAL EXPENDITURES	323,143	359,087	362,196	364,955	382,969	374,799	438,967	376,770	369,675	412,637	374,159
NET OPERATIONS	92,082	74,571	72,000	22,674	-9,739	8,131	-80,493	-70,496	-99,901	-142,863	75,615
BEGINNING FUND BALANCE	107,189	199,271	273,842	345,842	368,516	368,516	376,647	296,154	225,658	125,757	-17,107
ENDING FUND BALANCE	199,271	273,842	345,842	368,516	358,777	376,647	296,154	225,658	125,757	-17,107	58,508
							67.5%				

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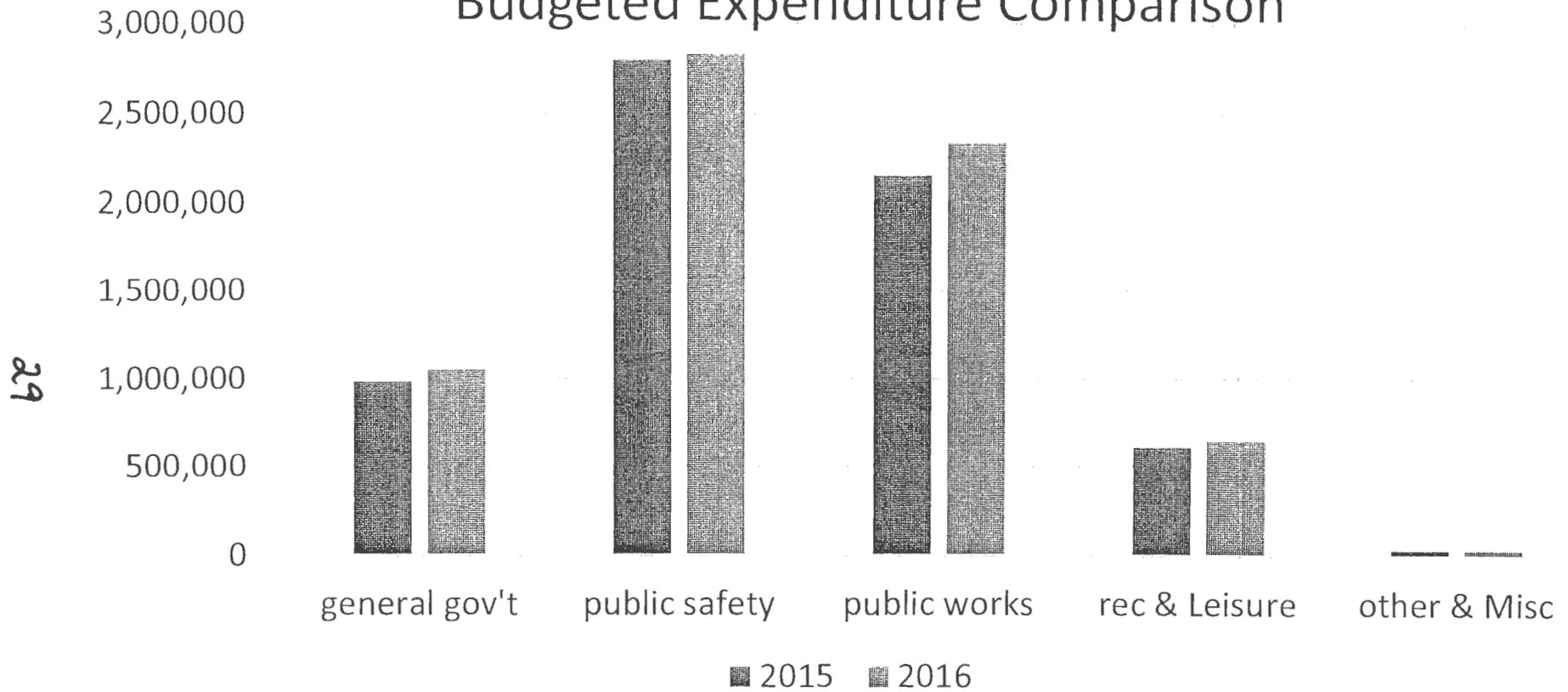
General Fund 2012-2016



Revenues

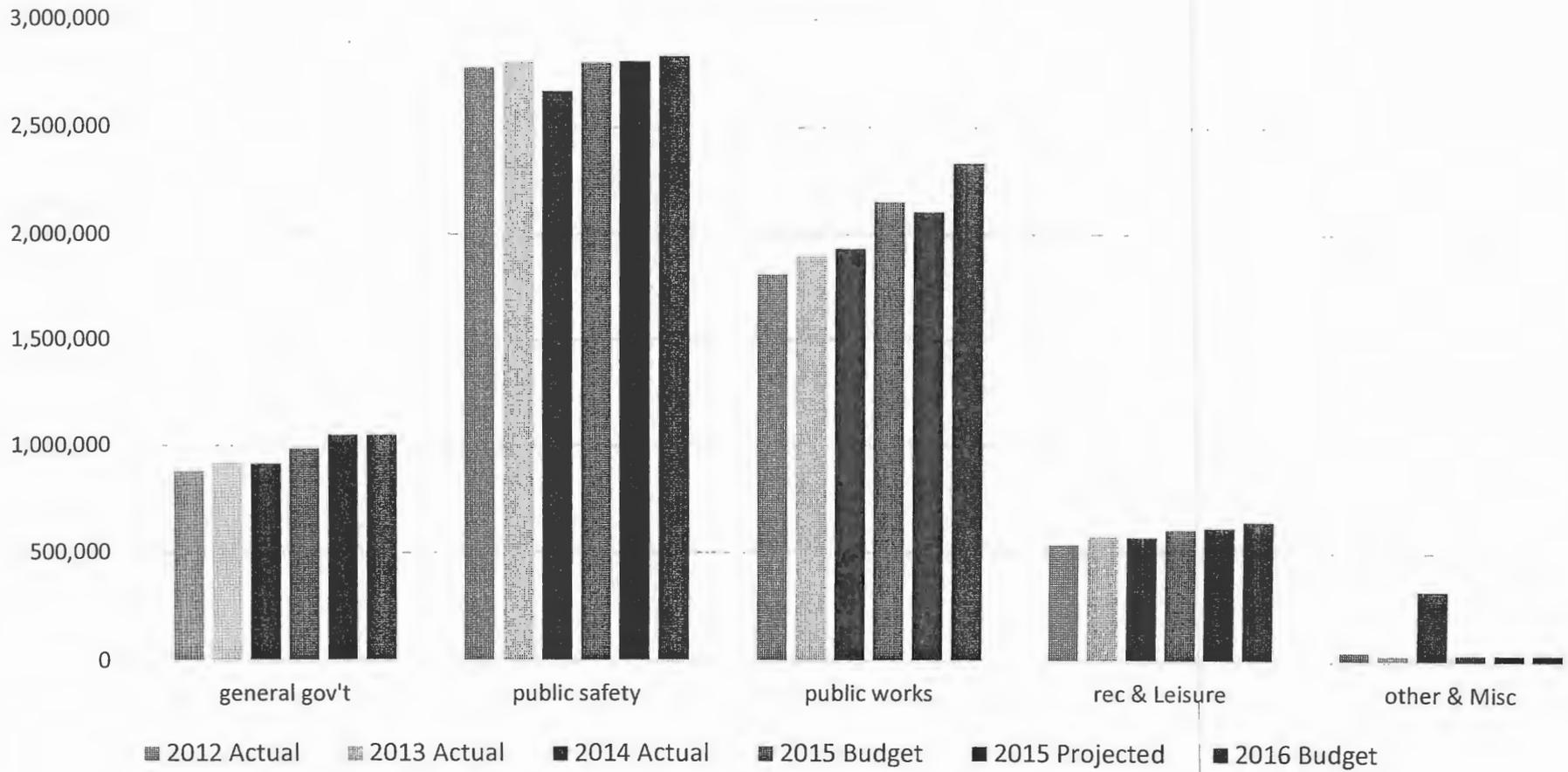


Budgeted Expenditure Comparison

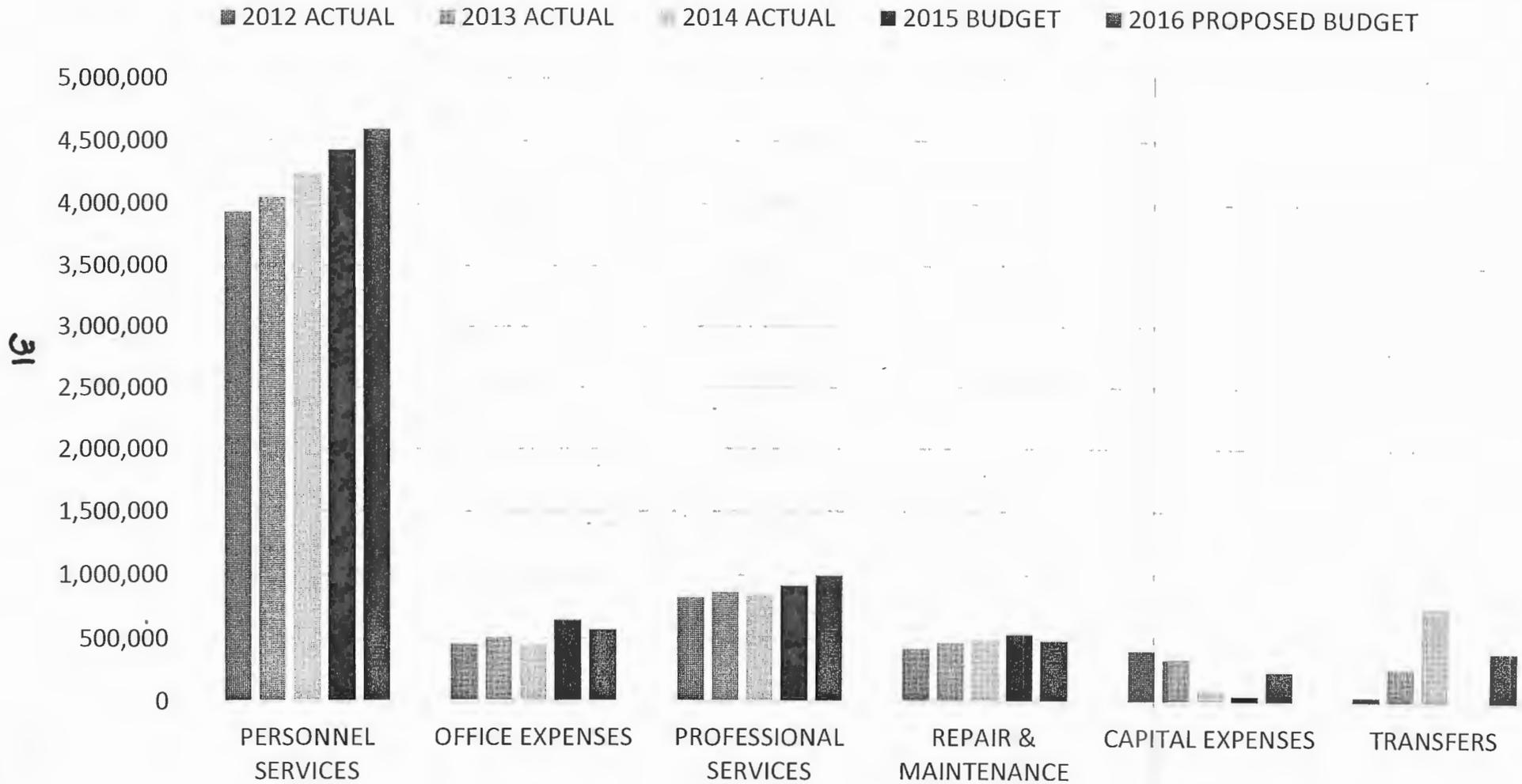


Expenditures

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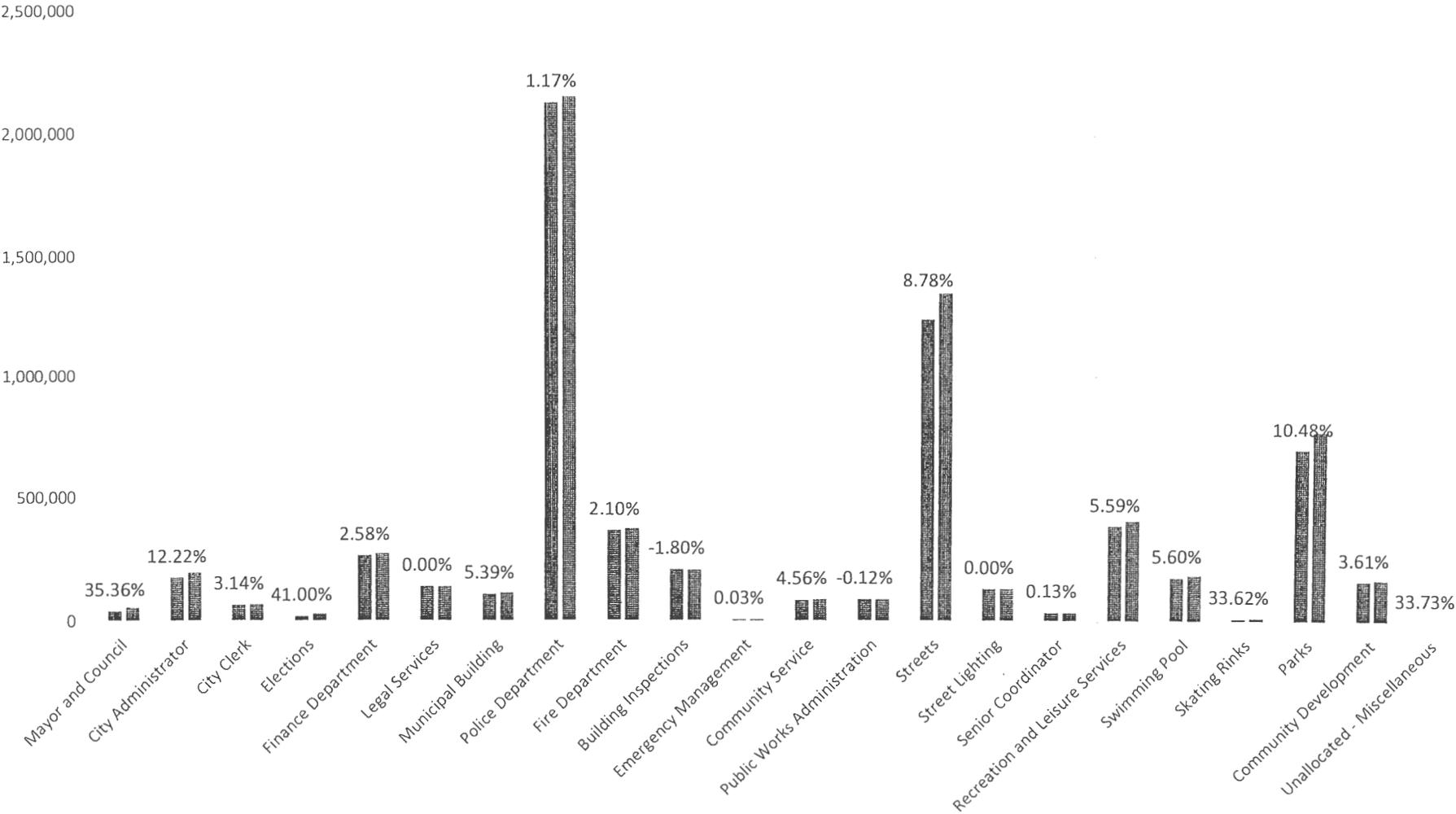
General Fund Expenditures



Percent of Change between 2015 and 2016 Budgets

■ 2015 Budget ■ 2016 Proposed Budget

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND

REVENUES		2012	2013	2014	(----- 2015 -----)	(----- 2016 -----)			
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
TAXES									
31010	CURRENT PROPERTY TAX	1,324,535	1,282,135	1,333,157	1,308,614	648,572	1,308,614	1,408,614	
	TOTAL TAXES	1,324,535	1,282,135	1,333,157	1,308,614	648,572	1,308,614	1,408,614	
31010	CURRENT PROPERTY TAX								
PERMANENT NOTES: PAID JUNE AND DECEMBER OF EACH YEAR									
OTHER TAXES									
31410	HOTEL/MOTEL TAX	1,665	1,795	1,857	1,600	1,069	1,600	1,700	
31810	CABLE TV FRANCHISE TAX	77,609	80,853	85,795	75,000	43,316	75,000	80,000	
	TOTAL OTHER TAXES	79,274	82,647	87,652	76,600	44,385	76,600	81,700	
LICENSES & PERMITS									
32111	ON-SALE LIQUOR	16,390	16,692	16,413	14,000	10,357	12,300	13,000	
32112	CLUB LICENSES	0	0	0	0	0	0	0	
32113	SUNDAY ON-SALE	2,150	2,250	2,167	2,000	1,800	1,600	1,800	
32114	BOTTLE CLUB LICENSES	0	0	0	0	0	0	0	
32115	WINE LICENSES	560	650	295	510	265	265	265	
32116	OFF-SALE LIQUOR	1,163	1,150	900	900	750	750	750	
32117	ON-SALE 3.2 BEER-ANNUAL	835	795	680	530	530	530	530	
32118	ON-SALE 3.2 BEER-TEMPORARY	610	625	550	400	225	250	300	
32119	OFF-SALE 3.2 BEER-ANNUAL	789	600	605	600	750	750	750	
32163	TREE WORKERS	255	200	355	250	560	565	500	
32164	PEDDLERS	1,350	825	275	250	275	275	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	45	60	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	300	275	325	200	175	200	200	
32175	DANCE	195	165	210	165	15	150	180	
32176	FIRE WORKS	0	0	0	0	0	0	0	
32177	SHOWS	260	265	315	210	20	250	250	
32180	TOBACCO	1,400	1,250	1,000	1,000	0	900	900	
32181	SOFT DRINK	1,025	920	950	800	155	900	950	
32182	RENTAL HOUSING PERMITS	34,409	22,450	28,956	23,200	3,805	27,000	30,000	
32184	MOBILE HM INSTALLATION PERM	0	45	0	0	50	0	0	
32186	FIRE INSPECTIONS	180	360	330	200	60	200	200	
32211	BUILDING/DEMOLITION PERMITS	89,024	117,828	236,282	212,220	150,259	160,000	1,400,000	
32212	STATE SURCHARGES	5,717	8,828	11,538	9,500	3,690	4,500	4,500	
32213	PLUMBER PERMIT/LICENSE	1,704	3,654	6,482	3,000	2,355	3,000	3,000	
32214	MECHANICAL PERMITS	1,565	2,770	4,741	2,000	14,966	15,000	2,000	
32215	SIGN PERMIT	1,310	1,310	1,210	800	400	600	800	
32241	DOG LICENSES	527	6,498	303	6,500	5,699	6,000	300	
32242	CAT LICENSE	1,102	60	1,123	50	43	60	1,200	

CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND

REVENUES		(----- 2015 -----) (----- 2016 -----)							
		2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
32243	PUBLICATION FEE	0	125	0	0	0	0	0	
32250	PARKING PERMITS	365	410	370	400	15	400	400	
32260	EXCAVATION PERMITS	0	0	0	0	0	0	0	
32261	MOVING PERMITS	100	100	51	50	0	50	50	
	TOTAL LICENSES & PERMITS	163,689	191,506	316,846	280,140	197,218	236,900	1,463,480	
32115	WINE LICENSES								
32117	ON-SALE 3.2 BEER-ANNUAL								
32182	RENTAL HOUSING PERMITS								
32211	BUILDING/DEMOLITION PERMITS								
STATE AID/GRANTS									
33401	LOCAL GOVERNMENT AID	2,616,126	2,616,126	2,908,508	2,945,981	1,472,991	2,945,981	2,945,981	
33402	HOMESTEAD CREDIT	0	0	0	0	0	0	0	
33403	EQUALIZATION AID/LPA	0	0	0	0	0	0	0	
33416	POLICE TRAINING REIMBURSEMENT	4,649	4,443	4,505	4,700	4,665	4,700	4,700	
33418	MUNICIPAL STATE AID-STREET	23,580	22,740	22,740	22,000	22,741	22,000	22,000	
33421	POLICE AID	90,615	98,322	106,624	90,000	0	90,000	90,000	
33422	OTHER STATE GRANTS & AID	307,090	283,594	12,037	8,000	5,988	8,000	8,000	
33423	CRIMINAL PREVENTION GRANTS	0	0	0	0	0	0	0	
33426	COPS	0	0	0	0	0	0	0	
	TOTAL STATE AID/GRANTS	3,042,061	3,025,225	3,054,414	3,070,681	1,506,383	3,070,681	3,070,681	
33422	OTHER STATE GRANTS & AID								
FEES									
34103	ZONING & SUBDIVISIONS FEES	250	1,325	580	600	2,085	1,030	600	
34104	PLAN CHECKING FEES	34,968	46,522	134,896	105,506	95,531	98,000	98,000	
34105	SALES OF MAPS & PUBLICATION	97	196	88	60	132	132	60	
34107	ASSESSMENT SEARCHES	5,270	9,385	5,495	5,000	5,075	5,000	5,000	
34109	REQUEST FOR MUNICIPAL FINANCE	0	0	0	0	0	0	0	
34110	RETURNED CHECK FEES	0	60	0	0	60	60	0	
34111	ELECTION FILING FEES	0	14	0	30	50	30	30	
	TOTAL FEES	40,584	57,502	141,058	111,196	102,933	104,252	103,690	
34107	ASSESSMENT SEARCHES								

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND

REVENUES	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
POLICE & FIRE								
34203 POLICE REPORT	531	677	792	700	516	700	700	
34211 INVESTIGATIONS	755	700	605	400	20	400	400	
34213 ANIMAL CONTROL FEES	0	0	0	0	0	0	0	
34214 OTHER POLICE CHARGES	69,129	64,216	64,410	62,000	59,500	62,000	62,000	
34215 IMPOUND FEES	210	150	210	0	0	0	0	
34216 BICYCLE FEES	11	11	14	50	16	50	50	
34217 DMV RECORDS	70	75	35	350	25	50	50	
34221 FIRE CONTRACTS	58,303	68,286	72,436	60,000	0	60,000	60,000	
34222 OTHER FIRE CHARGES	900	230	225	0	300	300	0	
TOTAL POLICE & FIRE	129,908	134,344	138,727	123,500	60,377	123,500	123,200	
34214 OTHER POLICE CHARGES								
								PERMANENT NOTES: GAC; Police Liason
STREETS/REFUSE SALES								
34301 STREET, SIDEWALK, CURB REPAIR	16,639	17,595	16,690	14,000	3,730	14,000	14,000	
34303 MATERIAL SALES	0	399	965	0	0	0	0	
34304 EQUIPMENT RENTALS	0	0	0	0	310	310	0	
34305 R-O-W INSPECTIONS	0	0	500	0	0	0	0	
34402 STREET SANITATION CHARGES	0	0	580	0	0	0	0	
34405 WEED/SNOW REMOVAL CHARGES	1,895	2,070	2,275	800	1,540	1,340	800	
TOTAL STREETS/REFUSE SALES	18,534	20,064	21,010	14,800	5,580	15,650	14,800	
34301 STREET, SIDEWALK, CURB REPAIR								PERMANENT NOTES: \$14,000 - GAC Donation.
RECREATION								
34700 CULTURE-REC CHARGES FOR SERVIC	99,900	103,609	94,144	98,000	73,596	95,000	95,000	
34710 SENIOR REVENUES	2,782	1,614	2,163	2,500	2,875	2,200	2,500	
34720 SWIMMING POOL FEES	46,774	46,391	44,713	45,500	47,628	45,500	45,500	
34740 PARK & RECREATION CONCESSIONS	12,291	12,022	12,124	11,000	14,317	11,000	11,000	
34780 PARK FEES	2,509	2,174	3,256	2,500	2,340	2,500	2,500	
34791 CAMPGROUND FEES	9,491	8,099	7,781	7,000	10,645	7,000	7,000	
34900 OTHER RECREATION REVENUES	3,030	13,000	3,000	3,000	0	3,000	3,000	
TOTAL RECREATION	176,778	186,909	167,181	169,500	151,401	166,200	166,500	
34700 CULTURE-REC CHARGES FOR SERVIC								CURRENT YEAR NOTES: IF ALL DAY CREATE-A-CAMP PROGRAM IS IMPLEMENTED, REGISTRATION REVENUE WILL INCREASE.
34710 SENIOR REVENUES								CURRENT YEAR NOTES: DANCE ADMISSION; FUNDRAISER; POSSIBLE GRANT MONEY
34720 SWIMMING POOL FEES								CURRENT YEAR NOTES: INCREASE CHARGE FOR FAMILY POOL PASS, LESSONS, DAILY

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND

REVENUES	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
<u>ADMISSION AND POOL RENTALS.</u>								
34900 OTHER RECREATION REVENUES								
	CURRENT YEAR NOTES: PORTION OF YOUTH FUNDS DESIGNATED TO REC PROGRAM SUPERVISOR SALARY							
<u>FINES & PENALTIES</u>								
35101 COURT FINES	87,757	73,073	63,637	75,000	33,596	75,000	65,000	
35102 PARKING FINES	3,585	2,896	3,378	4,000	1,516	4,000	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	91,342	75,969	67,015	79,000	35,112	79,000	69,000	
<u>MISCELLANEOUS</u>								
36101 SPECIAL ASSESSMENT PRINCIPAL	2,333	7,347	7,182	2,000	1,029	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	10,943	20,555	20,576	4,500	3,611	4,500	4,500	
TOTAL MISCELLANEOUS	13,276	27,902	27,757	6,500	4,640	6,500	6,500	
<u>INTEREST INCOME</u>								
36210 INTEREST EARNINGS	21,893	2,858	17,576	17,000	9,804	17,000	17,000	
36215 MISCELLANEOUS RENTALS	303	667	101	252	203	252	252	
TOTAL INTEREST INCOME	22,196	3,525	17,677	17,252	10,007	17,252	17,252	
<u>RENTAL INCOME</u>								
36223 RENT- AG LAND	0	0	0	0	0	0	0	
TOTAL RENTAL INCOME	0	0	0	0	0	0	0	
<u>DONATIONS & REFUNDS</u>								
36230 CONTRIBUTION & DONATIONS FROM	100	2,100	300	0	100	0	0	
36231 RECREATION CONTRIBUTIONS	0	0	0	0	0	0	0	
36241 VENDING MACHINE COMMISSIONS	0	0	0	0	0	0	0	
36250 REFUNDS & REIMBURSEMENTS	103,613	94,116	60,936	18,000	24,114	18,000	18,000	
TOTAL DONATIONS & REFUNDS	103,713	96,216	61,236	18,000	24,214	18,000	18,000	
<u>FIXED ASSET DISPOSAL</u>								
39101 SALE OF GENERAL FIXED ASSET	29,131	14,065	5,934	0	6,878	6,878	0	
39102 COMPENSATION FOR LOSS OF GENER	0	0	0	0	0	0	0	
TOTAL FIXED ASSET DISPOSAL	29,131	14,065	5,934	0	6,878	6,878	0	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND

REVENUES	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	PROPOSED BUDGET
TRANSFER FROM OTHER FUND								
39200 TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0	0	
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	
TRANSFER								
39221 CASH TRANSFER	998,110	1,028,461	1,081,678	1,000,000	628,458	1,000,000	1,000,000	
39222 UTILITY CHARGE REIMBURSEMENT	286,864	311,778	315,982	290,000	170,463	300,000	300,000	
TOTAL TRANSFER	1,284,974	1,340,239	1,397,660	1,290,000	798,920	1,300,000	1,300,000	
TOTAL REVENUES	6,519,996	6,538,250	6,837,325	6,565,783	3,596,620	6,530,027	7,843,417	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 MAYOR & COUNCIL
 EXPENDITURES

	2012	2013	2014	(----- 2015 -----)	(----- 2016 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL SERVICES								
41110-100	MAYOR & COUNCIL WAGES	29,613	29,913	30,188	30,339	19,942	30,339	44,000
41110-121	MAYOR & COUNCIL PERA CONTR	874	882	888	896	588	896	1,300
41110-122	MAYOR & COUNCIL FICA CONTR	752	761	771	771	508	771	1,116
41110-126	MAYOR & COUNCIL MEDICARE C	429	433	438	440	289	440	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	55	52	74	104	84	104	164
	TOTAL PERSONNEL SERVICES	31,723	32,042	32,358	32,550	21,410	32,550	47,218
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.							
OFFICE EXPENSES								
41110-200	MAYOR & COUNCIL OFFICE SUP	252	211	72	200	51	200	200
41110-210	MAYOR & COUNCIL OPERATING	71	5	0	100	218	100	100
	TOTAL OFFICE EXPENSES	323	215	72	300	269	300	300
PROFESSIONAL SERVICES								
41110-300	MAYOR & COUNCIL PROFESSION	4,505	50	0	2,500	1,338	2,500	2,500
41110-321	MAYOR & COUNCIL TELEPHONE	0	0	0	0	0	0	0
41110-322	MAYOR & COUNCIL POSTAGE	32	6	2	0	374	0	0
41110-331	MAYOR & COUNCIL TRAVEL & T	3,769	2,779	3,815	4,000	991	4,000	4,000
41110-351	MAYOR & COUNCIL LEGAL NOTI	0	0	0	0	152	0	0
41110-354	MAYOR & COUNCIL PRINTING &	0	0	0	0	0	0	0
41110-360	MAYOR & COUNCIL INSURANCE	162	333	379	380	331	380	380
	TOTAL PROFESSIONAL SERVICES	8,469	3,168	4,196	6,880	3,186	6,880	6,880
REPAIR & MAINTENANCE								
41110-430	MAYOR & COUNCIL MISCELLANE	0	85	0	0	0	0	0
41110-433	MAYOR & COUNCIL DUES & SUB	1,026	1,652	1,552	1,750	1,589	1,750	1,750
	TOTAL REPAIR & MAINTENANCE	1,026	1,737	1,552	1,750	1,589	1,750	1,750
41110-433	MAYOR & COUNCIL DUES & SUB							
	PERMANENT NOTES:							
	Sister Cities, LMC, Chamber memberships.							
CAPITAL								
41110-570	MAYOR & COUNCIL EQUIPMENT	0	0	0	0	0	0	0
	TOTAL CAPITAL	0	0	0	0	0	0	0
TOTAL MAYOR & COUNCIL								
		41,541	37,163	38,177	41,480	26,454	41,480	56,148

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 CITY ADMINISTRATION
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
41320-100	CITY ADMIN WAGES	104,318	103,993	109,361	109,431	73,459	109,431	128,558	_____
41320-102	CITY ADMIN WAGES-OVERTIME	3,174	4,132	4,399	1,968	2,567	4,300	4,689	_____
41320-112	CITY ADMIN CAR ALLOWANCE	2,160	2,160	2,160	2,178	1,440	2,178	2,178	_____
41320-121	CITY ADMIN PERA CONTRIBUTI	7,792	7,853	8,137	8,355	5,703	8,355	9,994	_____
41320-122	CITY ADMIN FICA CONTRIBUTI	6,567	6,578	6,856	6,907	4,647	6,907	8,261	_____
41320-126	CITY ADMIN MEDICARE CONTRI	1,536	1,538	1,603	1,615	1,087	1,615	1,932	_____
41320-131	CITY ADMIN HEALTH INSURANC	16,214	16,929	17,238	18,774	11,805	18,774	19,128	_____
41320-132	CITY ADMIN DENTAL INSURANC	754	891	1,055	1,404	707	1,404	1,498	_____
41320-133	CITY ADMIN LIFE INSURANCE	35	37	37	38	23	38	35	_____
41320-134	CITY ADMIN DISABILITY INSU	0	0	0	0	0	0	0	_____
41320-142	CITY ADMIN UNEMPLOYMENT-DI	0	0	0	0	0	0	0	_____
41320-151	CITY ADMIN WORKERS COMPENS	644	605	571	817	657	817	1,024	_____
TOTAL PERSONNEL SERVICES		143,194	144,716	151,416	151,487	102,095	153,819	177,297	_____
OFFICE EXPENSES									
41320-200	CITY ADMIN OFFICE SUPPLIES	2,661	3,303	2,002	2,750	1,549	2,750	2,750	_____
41320-210	CITY ADMIN OPERATING SUPPL	2,606	1,769	180	350	702	350	350	_____
41320-211	CITY ADMIN MOTOR FUELS	0	0	0	0	0	0	0	_____
41320-220	CITY ADMIN REPAIR & MAINT	0	0	0	300	0	300	300	_____
TOTAL OFFICE EXPENSES		5,267	5,072	2,182	3,400	2,252	3,400	3,400	_____
PROFESSIONAL SERVICES									
41320-300	CITY ADMIN PROFESSIONAL SE	4,396	2,981	1,460	6,000	12,459	6,000	6,000	_____
41320-321	CITY ADMIN TELEPHONE	1,377	1,513	1,621	1,800	859	1,800	1,800	_____
41320-322	CITY ADMIN POSTAGE	532	380	306	700	154	700	700	_____
41320-331	CITY ADMIN TRAVEL & TRAINI	5,302	10,884	4,215	4,000	2,350	4,000	4,000	_____
41320-340	CITY ADMIN ADVERTISING	1,011	1,701	1,116	750	0	750	750	_____
41320-351	CITY ADMIN LEGAL NOTICES	0	0	0	500	204	500	500	_____
41320-354	CITY ADMIN PRINTING & BIND	0	0	0	100	0	100	100	_____
41320-360	CITY ADMIN INSURANCE	1,037	1,932	2,198	2,200	2,221	2,200	2,420	_____
TOTAL PROFESSIONAL SERVICES		13,655	19,390	10,916	16,050	18,246	16,050	16,270	_____
REPAIR & MAINTENANCE									
41320-404	CITY ADMIN EQUIP-REP&MAINT	0	459	926	500	132	500	500	_____
41320-415	CITY ADMIN EQUIPMENT RENTA	0	0	0	0	0	0	0	_____
41320-430	CITY ADMIN MISCELLANEOUS	0	0	12,796	4,500	12,706	13,500	0	_____
41320-433	CITY ADMIN DUES & SUBSCRIP	220	315	255	300	341	300	300	_____
TOTAL REPAIR & MAINTENANCE		220	774	13,976	5,300	13,179	14,300	800	_____

41320-430 CITY ADMIN MISCELLANEOUS CURRENT YEAR NOTES:
 master's education allowance.

41320-433 CITY ADMIN DUES & SUBSCRIPPERMANENT NOTES:
 MN City/County Management Assoc.; Intern'l clerk and the

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 CITY ADMINISTRATION
 EXPENDITURES

	2012	2013	2014	(----- 2015 -----)	(----- 2016 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
Clerk Assoc-Barbara;								
<u>CAPITAL</u>								
41320-570 CITY ADM OFFICE EQUIP&FURN	0	0	1,131	0	0	0	0	
TOTAL CAPITAL	0	0	1,131	0	0	0	0	
TOTAL CITY ADMINISTRATION	162,336	169,953	179,621	176,237	135,772	187,569	197,767	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 CITY CLERK
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	2015	PROJECTED	2016	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D	YEAR END	REQUESTED	BUDGET
PERSONNEL SERVICES									
41400-100	CITY CLERK WAGES	44,255	43,736	45,092	48,106	27,979	48,106	49,672	
41400-102	CITY CLERK OVERTIME WAGES	0	0	39	0	0	0	0	
41400-121	CITY CLERK PERA CONTRIBUTI	3,209	3,172	3,277	3,608	2,100	3,608	3,725	
41400-122	CITY CLERK FICA CONTRIBUTI	2,643	2,587	2,693	2,983	1,661	2,983	3,080	
41400-126	CITY CLERK MEDICARE CONTRI	618	605	630	698	388	698	720	
41400-131	CITY CLERK HEALTH INSURANC	6,796	7,072	7,018	7,897	5,015	7,897	8,027	
41400-132	CITY CLERK DENTAL INSURANC	0	0	0	0	0	0	0	
41400-133	CITY CLERK LIFE INSURANCE	22	22	23	24	14	24	22	
41400-134	CITY CLERK DISABILITY INSU	0	0	0	0	0	0	0	
41400-151	CITY CLERK WORKERS COMPENS	273	258	246	355	286	355	386	
TOTAL PERSONNEL SERVICES		57,816	57,453	59,017	63,671	37,443	63,671	65,632	
OFFICE EXPENSES									
41400-200	CITY CLERK OFFICE SUPPLIES	1,727	1,422	1,646	1,800	532	1,800	1,800	
41400-210	CITY CLERK OPERATING SUPPL	160	1,137	342	200	425	300	300	
TOTAL OFFICE EXPENSES		1,887	2,559	1,988	2,000	956	2,100	2,100	
PROFESSIONAL SERVICES									
41400-300	CITY CLERK PROFESSIONAL SE	72	331	239	200	235	200	240	
41400-321	CITY CLERK TELEPHONE	177	185	471	190	114	190	190	
41400-322	CITY CLERK POSTAGE	245	276	191	250	172	250	250	
41400-331	CITY CLERK TRAVEL & TRAINI	202	0	0	500	0	500	500	
41400-351	CITY CLERK LEGAL NOTICES &	161	248	181	200	66	200	200	
41400-354	CITY CLERK PRINTING & BIND	0	0	0	0	0	0	0	
41400-360	CITY CLERK INSURANCE	0	0	0	0	0	0	0	
TOTAL PROFESSIONAL SERVICES		856	1,040	1,082	1,340	586	1,340	1,380	
REPAIR & MAINTENANCE									
41400-404	CITY CLERK EQUIP-REP&MAINT	23	6	0	0	0	0	0	
41400-430	CITY CLERK MISCELLANEOUS	0	0	0	0	0	0	0	
41400-433	CITY CLERK DUES & SUBSCRIP	0	0	0	0	0	0	0	
TOTAL REPAIR & MAINTENANCE		23	6	0	0	0	0	0	
CAPITAL									
41400-570	CITY CLERK OFFICE EQUIPMEN	0	0	600	0	0	0	0	
TOTAL CAPITAL		0	0	600	0	0	0	0	
TOTAL CITY CLERK		60,582	61,058	62,688	67,011	38,985	67,111	69,112	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 ELECTIONS
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
PERSONNEL SERVICES								
41410-100	ELECTIONS WAGES	12,889	12,432	12,174	6,148	6,908	6,148	15,000
41410-121	ELECTIONS PERA CONTRIBUTIO	113	88	93	120	86	120	120
41410-122	ELECTIONS FICA CONTRIBUTIO	94	72	77	95	68	95	95
41410-126	ELECTIONS MEDICARE CONTRIB	22	17	18	25	16	25	25
41410-131	ELECTIONS HEALTH INSURANCE	182	161	135	200	181	200	200
41410-132	ELECTIONS DENTAL INSURANCE	1	2	11	2	3	2	2
41410-133	ELECTIONS LIFE INSURANCE	0	0	1	0	0	0	0
	TOTAL PERSONNEL SERVICES	13,302	12,771	12,509	6,590	7,263	6,590	15,442
41410-100	ELECTIONS WAGES	NEXT YEAR NOTES: Presidential election						
OFFICE EXPENSES								
41410-210	ELECTIONS OPERATING SUPPLI	2,136	1,666	736	600	261	600	600
	TOTAL OFFICE EXPENSES	2,136	1,666	736	600	261	600	600
PROFESSIONAL SERVICES								
41410-300	ELECTIONS PROFESSIONAL SER	1,037	5,927	857	6,700	2,247	6,700	6,700
41410-331	ELECTIONS TRAVEL & TRAININ	12	44	31	100	0	100	100
41410-351	ELECTIONS LEGAL NOTICES &	556	392	0	5,000	174	5,000	5,000
41410-354	ELECTIONS PRINTING & BINDI	0	1,643	0	1,600	1,906	1,600	1,600
	TOTAL PROFESSIONAL SERVICES	1,605	8,006	889	13,400	4,327	13,400	13,400
41410-300	ELECTIONS PROFESSIONAL SERCURRENT YEAR NOTES:	\$3,500 for county to do absentees; \$3,200 ballot programming.						
41410-351	ELECTIONS LEGAL NOTICES & CURRENT YEAR NOTES:	4 notices to be published for 2015.						
REPAIR & MAINTENANCE								
41410-416	ELECTIONS REPAIR & MAINT C	777	0	0	1,000	0	1,000	1,000
	TOTAL REPAIR & MAINTENANCE	777	0	0	1,000	0	1,000	1,000
41410-416	ELECTIONS REPAIR & MAINT CPERMANENT NOTES:	maintenance agmt on voting equipment.						
CAPITAL								
41410-570	ELECTIONS OFFICE EQUIPMENT	0	0	0	0	0	0	0
	TOTAL CAPITAL	0	0	0	0	0	0	0
TOTAL ELECTIONS								
		17,819	22,443	14,134	21,590	11,851	21,590	30,442

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101--GENERAL FUND
 FINANCE
 EXPENDITURES

		(----- 2015 -----)			(----- 2016 -----)				
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
41520-100	FINANCE WAGES	117,333	124,145	131,670	146,512	86,117	146,512	150,641	_____
41520-102	FINANCE WAGES - OVERTIME	1,047	47	0	0	0	0	0	_____
41520-121	FINANCE PERA CONTRIBUTIONS	8,575	9,015	9,548	10,921	6,459	10,921	11,230	_____
41520-122	FINANCE FICA CONTRIBUTIONS	6,982	7,247	7,745	9,084	5,102	9,084	9,340	_____
41520-126	FINANCE MEDICARE CONTRIBUT	1,633	1,695	1,811	2,124	1,193	2,124	2,184	_____
41520-131	FINANCE HEALTH INSURANCE	35,808	38,914	39,445	44,677	28,093	40,000	45,517	_____
41520-132	FINANCE DENTAL INSURANCE	1,191	2,352	2,706	2,229	1,764	2,229	2,379	_____
41520-133	FINANCE LIFE INSURANCE	51	56	59	61	35	61	55	_____
41520-151	FINANCE WORKERS COMPENSATI	749	711	674	1,074	864	1,074	1,164	_____
TOTAL PERSONNEL SERVICES		173,370	184,182	193,658	216,682	129,627	212,005	222,510	_____

41520-100 FINANCE WAGES CURRENT YEAR NOTES:
 addition of part time finance staff

OFFICE EXPENSES

41520-200	FINANCE OFFICE SUPPLIES	2,405	4,303	2,132	2,500	647	2,500	2,500	_____
41520-210	FINANCE OPERATING SUPPLIES	454	1,475	801	1,000	1,634	1,000	1,000	_____
TOTAL OFFICE EXPENSES		2,859	5,778	2,933	3,500	2,281	3,500	3,500	_____

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

PROFESSIONAL SERVICES

41520-300	FINANCE PROFESSIONAL SERVI	27,573	19,994	22,091	32,000	23,367	32,000	32,000	_____
41520-321	FINANCE TELEPHONE	1,798	1,855	1,905	1,900	1,131	1,900	2,000	_____
41520-322	FINANCE POSTAGE	1,617	1,523	1,849	1,800	942	1,800	1,950	_____
41520-331	FINANCE TRAVEL & TRAINING	794	946	428	1,620	843	1,620	1,620	_____
41520-340	FINANCE ADVERTISING	792	0	53	400	0	400	400	_____
41520-351	FINANCE LEGAL NOTICES & PU	0	0	59	1,000	0	1,000	1,000	_____
41520-354	FINANCE PRINTING & BINDING	0	0	0	100	0	100	100	_____
41520-360	FINANCE INSURANCE	1,019	1,712	1,947	1,950	2,025	1,950	2,230	_____
TOTAL PROFESSIONAL SERVICES		33,594	26,029	28,332	40,770	28,309	40,770	41,300	_____

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

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

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 FINANCE
 EXPENDITURES

		2012	2013	2014	(----- 2015 -----)	(----- 2016 -----)			
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
REPAIR & MAINTENANCE									
41520-404	FINANCE EQUIP-REP&MAINT	3,398	5,216	8,830	5,000	4,181	5,000	5,500	
41520-430	FINANCE MISCELLANEOUS (4)		1	1	0	2	0	0	
41520-433	FINANCE DUES & SUBSCRIPTIO	60	60	60	100	120	100	100	
TOTAL REPAIR & MAINTENANCE		3,454	5,277	8,891	5,100	4,304	5,100	5,600	
41520-404	FINANCE EQUIP-REP&MAINT	PERMANENT NOTES: software maint.							
41520-433	FINANCE DUES & SUBSCRIPTIO	PERMANENT NOTES: GFOA							
CAPITAL									
41520-570	FINANCE OFFICE EQUIPMENT &	0	0	0	0	0	0	0	
TOTAL CAPITAL		0	0	0	0	0	0	0	
TOTAL FINANCE		213,277	221,268	233,813	266,052	164,521	261,375	272,910	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 LEGAL SERVICES
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
<u>PERSONNEL SERVICES</u>								
41610-131 LEGAL SERVICES HEALTH INSU	0	0	0	0	0	0	0	
41610-132 LEGAL SERVICES DENTAL INSU	0	0	0	0	0	0	0	
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0	0	
<u>PROFESSIONAL SERVICES</u>								
41610-300 LEGAL - PROFESSIONAL CIVIL	27,623	34,873	28,781	25,000	17,176	25,000	25,000	
41610-301 LEGAL -PROFESSIONAL - CRIM	128,008	95,133	111,626	115,000	48,558	115,000	115,000	
41610-331 LEGAL SERVICES TRAVEL & TR	0	0	0	0	0	0	0	
TOTAL PROFESSIONAL SERVICES	155,631	130,006	140,406	140,000	65,733	140,000	140,000	
<u>REPAIR & MAINTENANCE</u>								
41610-433 LEGAL SERVICES DUES & SUBS	0	0	0	1,000	0	1,000	1,000	
TOTAL REPAIR & MAINTENANCE	0	0	0	1,000	0	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	
TOTAL CAPITAL	0	0	0	0	0	0	0	
TOTAL LEGAL SERVICES	155,631	130,006	140,406	141,000	65,733	141,000	141,000	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 MUNICIPAL BUILDING
 EXPENDITURES

		2012	2013	2014	(----- 2015 -----)			(----- 2016 -----)	
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL SERVICES									
41940-100	MUNI BLDG WAGES	25,099	25,255	25,845	25,744	18,003	25,744	26,576	_____
41940-102	MUNI BLDG WAGES-OVERTIME	0	0	0	229	0	229	236	_____
41940-121	MUNI BLDG PERA CONTRIBUTIO	1,820	1,831	1,876	1,948	1,350	1,948	2,011	_____
41940-122	MUNI BLDG FICA CONTRIBUTIO	1,428	1,403	1,412	1,610	1,001	1,610	1,662	_____
41940-126	MUNI BLDG MEDICARE CONTRIB	334	328	330	377	234	377	389	_____
41940-131	MUNI BLDG HEALTH INSURANCE	11,420	11,965	11,801	12,690	8,642	12,690	12,864	_____
41940-132	MUNI BLDG DENTAL INSURANCE	533	804	785	614	579	614	655	_____
41940-133	MUNI BLDG LIFE INSURANCE	16	17	17	17	11	17	15	_____
41940-151	MUNI BLDG WORKERS COMPENSA	835	801	987	1,423	1,145	1,423	1,542	_____
TOTAL PERSONNEL SERVICES		41,485	42,403	43,053	44,652	30,967	44,652	45,950	
OFFICE EXPENSES									
41940-200	MUNI BLDG OFFICE SUPPLIES	97	45	51	250	0	250	250	_____
41940-210	MUNI BLDG OPERATING SUPPLI	1,626	5,023	1,885	2,200	1,909	2,200	2,200	_____
41940-211	MUNI BLDG MOTOR FUELS	53	0	0	0	0	0	0	_____
41940-220	MUNI BLDG REP&MAINT SUPPLI	100	0	0	0	80	0	0	_____
TOTAL OFFICE EXPENSES		1,876	5,068	1,935	2,450	1,989	2,450	2,450	
PROFESSIONAL SERVICES									
41940-300	MUNI BLDG PROFESSIONAL SER	558	295	112	500	113	500	500	_____
41940-321	MUNI BLDG TELEPHONE	859	821	860	900	722	900	900	_____
41940-331	MUNI BLDG TRAVEL&TRAINING	0	0	45	0	0	0	0	_____
41940-340	MUNI BLDG ADVERTISING	0	0	0	0	0	0	0	_____
41940-354	MUNI BLDG PRINTING&BINDING	0	0	0	0	0	0	0	_____
41940-360	MUNI BLDG INSURANCE	410	786	879	880	891	880	980	_____
41940-380	MUNI BLDG UTILITIES	34,959	37,112	40,058	37,000	28,397	41,000	41,500	_____
TOTAL PROFESSIONAL SERVICES		36,786	39,015	41,953	39,280	30,123	43,280	43,880	
REPAIR & MAINTENANCE									
41940-401	MUNI BLDG-BLDG REP&MAINT	3,990	337	7,947	18,000	51,217	72,000	18,000	_____
41940-404	MUNI BLDG EQUIP-REP&MAINT	5,722	5,044	2,193	5,000	3,891	5,000	5,000	_____
41940-430	MUNI BLDG MISC	0	0	0	0	0	0	0	_____
TOTAL REPAIR & MAINTENANCE		9,711	5,381	10,139	23,000	55,108	77,000	23,000	
41940-401	MUNI BLDG-BLDG REP&MAINT	CURRENT YEAR NOTES: carpet and misc repairs.							
CAPITAL									
41940-570	MUNI BLDG OFFICE EQUIP&FUR	806	0	0	0	0	0	0	_____
41940-580	MUNICIPAL BUILDING OTHER E	0	0	570	0	0	0	0	_____
TOTAL CAPITAL		806	0	570	0	0	0	0	
TOTAL MUNICIPAL BUILDING		90,665	91,866	97,651	109,382	118,186	167,382	115,280	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 POLICE
 EXPENDITURES

				2015			2016	
				CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
2012	2013	2014						
ACTUAL	ACTUAL	ACTUAL						
PERSONNEL SERVICES								
42100-100	POLICE WAGES	1,133,794	1,159,926	1,192,032	1,237,820	709,905	1,237,820	1,266,836
42100-102	POLICE WAGES - OVERTIME	65,620	72,016	112,860	56,669	53,823	110,000	69,305
42100-103	POLICE OVERTIME-COP GRANT	0	0	0	0	0	0	0
42100-121	POLICE PERA CONTRIBUTIONS	152,548	157,458	171,813	184,978	107,965	190,000	189,813
42100-122	POLICE FICA CONTRIBUTIONS	16,623	16,522	17,070	17,623	10,433	19,600	18,986
42100-126	POLICE MEDICARE CONTRIBUTI	15,737	16,173	17,397	17,714	10,673	20,000	18,237
42100-131	POLICE HEALTH INSURANCE	281,445	301,624	307,108	349,318	202,581	310,000	334,937
42100-132	POLICE DENTAL INSURANCE	18,527	19,170	19,461	16,670	12,248	16,670	17,785
42100-133	POLICE LIFE INSURANCE	415	438	439	456	270	456	413
42100-142	POLICE UNEMPLOYMENT	0	0	0	0	0	0	0
42100-151	POLICE WORKERS COMPENSATIO	25,524	24,563	25,894	37,620	30,260	31,000	40,176
TOTAL PERSONNEL SERVICES		1,710,232	1,767,890	1,864,075	1,918,868	1,138,158	1,935,546	1,956,488
OFFICE EXPENSES								
42100-200	POLICE OFFICE SUPPLIES	2,614	2,412	1,741	3,200	954	3,200	3,200
42100-210	POLICE OPERATING SUPPLIES	7,625	8,517	6,129	9,000	8,360	9,000	9,000
42100-211	POLICE MOTOR FUELS	35,451	38,763	34,656	35,000	13,347	35,000	35,000
42100-220	POLICE REPAIR & MAINT. SUP	5,692	6,497	2,649	4,500	1,702	4,500	4,500
42100-222	POLICE UNIFORMS	12,652	17,471	21,377	19,300	11,239	19,300	19,300
TOTAL OFFICE EXPENSES		64,034	73,660	66,553	71,000	35,603	71,000	71,000
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. SUPPERMANENT NOTES:	\$800 1st yr, \$1,500 2nd yr, \$2,250 3rd yr of service/squad						
42100-222	POLICE UNIFORMS	CURRENT YEAR NOTES: Duty weapons: \$2,200						
PROFESSIONAL SERVICES								
42100-300	POLICE PROFESSIONAL SERVIC	8,159	2,934	7,515	7,000	7,131	7,000	7,000
42100-321	POLICE TELEPHONE	13,863	14,028	12,583	16,500	8,072	16,500	16,500
42100-322	POLICE POSTAGE	1,228	1,130	768	1,200	447	1,200	1,200
42100-331	POLICE TRAVEL & TRAINING	21,256	16,811	20,797	22,530	8,108	22,530	22,530
42100-340	POLICE ADVERTISING	0	223	0	500	0	500	500
42100-351	POLICE LEGAL NOTICES & PUB	0	0	9	350	0	350	350
42100-354	POLICE PRINTING & BINDING	0	2,476	2,241	3,000	298	3,000	3,000
42100-360	POLICE INSURANCE	10,281	18,941	21,069	21,070	21,530	21,070	23,600
TOTAL PROFESSIONAL SERVICES		54,788	56,543	64,982	72,150	45,587	72,150	74,680
42100-331	POLICE TRAVEL & TRAINING	PERMANENT NOTES: \$600/FTE						

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 POLICE
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
42100-331	POLICE TRAVEL & TRAINING	CURRENT YEAR NOTES: Active Shooter tactical first-aid: Aprox. \$395/14 officers total \$5530.							
REPAIR & MAINTENANCE									
42100-404	POLICE EQUIP-REP&MAINT	15,962	16,794	15,454	7,025	12,127	12,050	7,025	_____
42100-416	POLICE REPAIR & MAINT CONT	11,549	10,941	13,403	8,000	1,686	8,000	8,000	_____
42100-430	POLICE MISCELLANEOUS	0	0	0	0	0	0	0	_____
42100-433	POLICE DUES & SUBSCRIPTION	20,398	22,578	21,836	30,000	20,927	30,000	30,000	_____
TOTAL REPAIR & MAINTENANCE		47,910	50,313	50,693	45,025	34,739	50,050	45,025	_____
42100-416	POLICE REPAIR & MAINT CONT	PERMANENT NOTES: Joint Records-Software Maint & Communications							
42100-416	POLICE REPAIR & MAINT CONT	NEXT YEAR NOTES: Joint Records-Software/Hardware Maint Contract In-Car video maint contract Voice logger maintance contract Digital Evidence maint contract							
42100-433	POLICE DUES & SUBSCRIPTION	PERMANENT NOTES: Drug Task Force; SWAT TEAM; Shared Records							
CAPITAL									
42100-550	POLICE MOTOR VEHICLES	56,840	0	0	0	0	0	0	_____
42100-570	POLICE OFFICE EQUIPMENT &	22,275	25,097	25,854	21,600	9,725	21,600	6,310	_____
TOTAL CAPITAL		79,116	25,097	25,854	21,600	9,725	21,600	6,310	_____
42100-550	POLICE MOTOR VEHICLES	CURRENT YEAR NOTES: 2 squad cars (w/Equipment change over: \$8,000) \$72,000 moved to equip cert.							
42100-550	POLICE MOTOR VEHICLES	NEXT 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: Dictation recorders: \$ 6,500.00 Interview Room Recording: \$ 5,700.00 Voice Logger (8-channel): \$ 9,400.00 Body worn video camera system: \$10,000 changed to \$0 Dispatch printer: \$2,010.00 changed to \$0 Computer workstation replacement: \$7,200.00 changed to \$0.							
42100-570	POLICE OFFICE EQUIPMENT &	NEXT YEAR NOTES: 4-Pre Breath testers PBT units \$2,300							

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 POLICE
 EXPENDITURES

	2012	2013	2014	2015			2016	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
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								
TOTAL POLICE	1,956,079	1,973,503	2,072,157	2,128,643	1,263,812	2,150,346	2,153,503	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND

FIRE

EXPENDITURES

	2012	2013	2014	(----- 2015 -----)	(----- 2016 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL SERVICES								
42200-100 FIRE WAGES	47,304	51,329	51,245	52,907	23,774	52,907	56,269	_____
42200-102 FIRE WAGES - OVERTIME	0	0	829	0	432	0	0	_____
42200-121 FIRE PERA CONTRIBUTIONS	1,963	2,301	5,126	2,445	1,815	2,445	2,648	_____
42200-122 FIRE FICA CONTRIBUTIONS	2,926	3,098	3,165	3,280	1,444	3,280	3,489	_____
42200-126 FIRE MEDICARE CONTRIBUTION	684	724	740	767	338	767	816	_____
42200-131 FIRE HEALTH INSURANCE	128,551	143,803	150,342	172,436	100,397	155,000	175,336	_____
42200-132 FIRE DENTAL INSURANCE	1,191	1,076	730	702	585	702	749	_____
42200-133 FIRE LIFE INSURANCE	18	20	16	19	12	19	17	_____
42200-142 FIRE UNEMPLOYMENT	3,421	0	0	0	0	0	0	_____
42200-151 FIRE WORKERS COMPENSATION	14,182	14,476	17,454	19,278	23,830	23,830	24,600	_____
TOTAL PERSONNEL SERVICES	200,239	216,827	229,647	251,834	152,628	238,950	263,924	_____
OFFICE EXPENSES								
42200-200 FIRE OFFICE SUPPLIES	124	212	210	250	140	250	250	_____
42200-210 FIRE OPERATING SUPPLIES	23,005	10,161	8,525	12,000	5,334	12,000	12,000	_____
42200-211 FIRE MOTOR FUELS	3,937	4,676	4,742	4,000	1,175	4,000	4,000	_____
42200-220 FIRE REPAIR & MAINT. SUPPL	0	0	0	500	0	500	500	_____
TOTAL OFFICE EXPENSES	27,065	15,049	13,478	16,750	6,650	16,750	16,750	_____
PROFESSIONAL SERVICES								
42200-300 FIRE PROFESSIONAL SERVICES	5,044	6,183	6,075	5,500	3,658	5,500	5,500	_____
42200-321 FIRE TELEPHONE	1,930	2,046	2,019	2,000	1,314	2,000	2,000	_____
42200-322 FIRE POSTAGE	48	193	121	200	(43)	200	200	_____
42200-331 FIRE TRAVEL & TRAINING	5,470	5,807	6,669	10,000	2,848	10,000	10,000	_____
42200-340 FIRE ADVERTISING	390	539	35	250	0	250	500	_____
42200-351 FIRE LEGAL NOTICES & PUBLI	0	0	0	0	0	0	0	_____
42200-354 FIRE PRINTING & BINDING	0	0	0	0	0	0	0	_____
42200-360 FIRE INSURANCE	4,735	6,527	6,458	6,460	6,667	6,667	7,500	_____
42200-380 FIRE UTILITIES	8,051	9,851	11,571	12,000	6,008	12,000	12,000	_____
TOTAL PROFESSIONAL SERVICES	25,669	31,146	32,947	36,410	20,452	36,617	37,700	_____
42200-300 FIRE PROFESSIONAL SERVICES								
PERMANENT NOTES: annual med compass physicals and fit tests								
REPAIR & MAINTENANCE								
42200-401 FIRE BLDG- REP&MAINT	0	7,160	473	16,670	741	16,670	1,000	_____
42200-404 FIRE EQUIP- REP&MAINT	11,981	12,254	14,737	15,000	5,281	15,000	18,000	_____
42200-430 FIRE MISCELLANEOUS	0	0	0	0	0	0	0	_____
42200-433 FIRE DUES & SUBSCRIPTIONS	641	760	1,021	2,500	1,223	2,500	3,000	_____
TOTAL REPAIR & MAINTENANCE	12,622	20,174	16,231	34,170	7,245	34,170	22,000	_____
42200-401 FIRE BLDG- REP&MAINT								
CURRENT YEAR NOTES: floor coating vs replacemnt as conditions of floor make cleaning and slipperyness an issue.								

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 FIRE
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
42200-404	FIRE EQUIP- REP&MAINT	NEXT YEAR NOTES: \$3,000 hose replacement for #511							
<u>CAPITAL</u>									
42200-570	FIRE OFFICE EQUIPMENT & FU	299,453	280,175	24,949	27,495	23,320	24,000	34,001	
	TOTAL CAPITAL	299,453	280,175	24,949	27,495	23,320	24,000	34,001	
42200-570	FIRE OFFICE EQUIPMENT & FUCURRENT YEAR NOTES:	\$66,000 34 units of turnout gear to replace expired (if afg grant not successful)changed to \$0; \$7,500 future gear replacement fund; \$4,000 replace xp fire truck tough books computers(2); \$8,700 replace thermo imaging camera; \$5,000 replace 5 MSA cylinders due to expiration; \$2,295 replace outdated gas fan,							
42200-570	FIRE OFFICE EQUIPMENT & FUNEXT 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 epuipment 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.							
TOTAL FIRE		565,048	563,372	317,252	366,659	210,295	350,487	374,375	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 BUILDING INSPECTOR
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	2015	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
42400-100	BUILDING WAGES	100,998	102,293	111,195	109,401	71,432	117,151	118,222	_____
42400-102	BUILDING WAGES-OVERTIME	0	10	0	0	0	0	0	_____
42400-121	BUILDING PERA CONTRIBUTION	7,321	7,417	7,849	8,205	5,357	8,705	8,867	_____
42400-122	BUILDING FICA CONTRIBUTION	5,435	5,438	6,278	6,783	4,098	7,183	7,330	_____
42400-126	BUILDING MEDICARE CONTRIBU	1,271	1,272	1,468	1,586	958	1,686	1,714	_____
42400-131	BUILDING HEALTH INSURANCE	35,481	37,915	37,166	42,829	25,730	38,000	43,712	_____
42400-132	BUILDING DENTAL INSURANCE	2,853	3,233	2,525	2,229	1,731	2,229	2,378	_____
42400-133	BUILDING LIFE INSURANCE	50	55	54	57	34	57	51	_____
42400-134	BUILDING DISABILITY INSURA	0	0	0	0	0	0	0	_____
42400-151	BUILDING WORKERS COMPENSAT	468	422	549	836	672	836	951	_____
TOTAL PERSONNEL SERVICES		153,874	158,055	167,084	171,926	110,013	175,847	183,225	_____
OFFICE EXPENSES									
42400-200	BUILDING OFFICE SUPPLIES	2,478	1,183	1,070	10,482	3,985	10,482	1,600	_____
42400-210	BUILDING OPERATING SUPPLIE	492	809	339	1,500	280	1,500	1,500	_____
42400-211	BUILDING MOTOR FUELS	1,881	2,014	1,765	1,910	898	1,910	1,910	_____
42400-220	BUILDING REP & MAINT SUPPL	0	4	27	629	1,016	1,100	629	_____
TOTAL OFFICE EXPENSES		4,851	4,009	3,200	14,521	6,178	14,992	5,639	_____
42400-200	BUILDING OFFICE SUPPLIES	CURRENT YEAR NOTES: \$8,882 for new code books and software (when published).							
PROFESSIONAL SERVICES									
42400-300	BUILDING PROFESSIONAL SERV	408	3,323	663	1,640	1,746	1,640	1,640	_____
42400-321	BUILDING TELEPHONE	1,697	1,768	1,950	1,800	1,613	1,800	1,800	_____
42400-322	BUILDING POSTAGE	422	206	236	837	112	837	837	_____
42400-331	BUILDING TRAVEL & TRAINING	1,158	1,625	2,104	2,250	729	2,250	2,250	_____
42400-340	BUILDING ADVERTISING	47	0	24	100	0	100	100	_____
42400-351	BUILDING LEGAL NOTICES & P	0	0	0	200	0	200	200	_____
42400-354	BUILDING PRINTING & BINDIN	0	0	0	500	0	500	500	_____
42400-360	BUILDING INSURANCE	1,089	1,577	1,759	1,760	1,892	1,760	2,080	_____
TOTAL PROFESSIONAL SERVICES		4,820	8,498	6,736	9,087	6,092	9,087	9,407	_____
REPAIR & MAINTENANCE									
42400-404	BUILDING EQUIP- REP&MAINT	2,027	2,224	3,419	2,500	1,826	2,500	2,500	_____
42400-430	BUILDING MISCELLANEOUS	0	0	0	0	0	0	0	_____
42400-433	BUILDING DUES&SUBSCRIPTION	285	285	125	500	325	500	500	_____
42400-491	BUILDING STATE SURCHARGE P	5,390	8,678	10,962	9,500	2,935	4,500	4,500	_____
TOTAL REPAIR & MAINTENANCE		7,702	11,186	14,506	12,500	5,086	7,500	7,500	_____
42400-404	BUILDING EQUIP- REP&MAINT	CURRENT YEAR NOTES: aging car and blazer							

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 BUILDING INSPECTOR
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2016 -----) Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>CAPITAL</u>								
42400-570 BUILDING OFFICE EQUIP&FURN	0	0	2,904	1,518	675	1,518	0	
TOTAL CAPITAL	0	0	2,904	1,518	675	1,518	0	
42400-570 BUILDING OFFICE EQUIP&FURN								
CURRENT YEAR NOTES: 1 computer and 3-2013 microsoft office software.								
TOTAL BUILDING INSPECTOR	171,248	181,748	194,430	209,552	128,045	208,944	205,771	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 EMERGENCY MGMT
 EXPENDITURES

	2012	2013	2014	2015			2016	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>OFFICE EXPENSES</u>								
42500-200 EMERGENCY MGMT OFFICE SUPP	0	0	0	0	0	0	0	
42500-210 EMERGENCY MGMT OPERATING S	0	0	0	1,200	0	1,200	1,200	
TOTAL OFFICE EXPENSES	0	0	0	1,200	0	1,200	1,200	
<u>PROFESSIONAL SERVICES</u>								
42500-300 EMERGENCY MGMT PROFESSIONA	0	0	0	0	0	0	0	
42500-331 EMERGENCY MGMT TRAVEL & TR	0	0	0	1,200	0	1,200	1,200	
42500-360 EMERGENCY MGMT INSURANCE	35	9	10	10	9	10	12	
42500-380 EMERGENCY MGMT UTILITIES	1,050	1,050	1,008	1,060	601	1,060	1,060	
TOTAL PROFESSIONAL SERVICES	1,086	1,059	1,018	2,270	610	2,270	2,272	
<u>REPAIR & MAINTENANCE</u>								
42500-404 EMERGENCY MGMT EQUIP-REP&M	0	1,352	0	4,000	0	4,000	4,000	
42500-433 EMERGENCY MGMT DUES & SUBS	0	0	0	300	0	300	300	
TOTAL REPAIR & MAINTENANCE	0	1,352	0	4,300	0	4,300	4,300	
42500-404 EMERGENCY MGMT EQUIP-REP&M PERMANENT NOTES: Siren maintance and repair.								
<u>CAPITAL</u>								
42500-570 EMERGENCY MGMT OFFICE EQUI	0	0	0	0	0	0	0	
TOTAL CAPITAL	0	0	0	0	0	0	0	
TOTAL EMERGENCY MGMT	1,086	2,411	1,018	7,770	610	7,770	7,772	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 COMMUNITY SERVICE
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	2015			2016		
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET	
PERSONNEL SERVICES									
42700-100	COMMUNITY SERVICE WAGES	46,621	47,270	47,991	48,770	30,087	48,770	50,366	
42700-102	COMMUNITY SERVICE WAGES -	133	0	0	0	0	0	0	
42700-121	COMMUNITY SERVICE PERA CON	3,390	3,427	3,483	3,658	2,257	3,658	3,777	
42700-122	COMMUNITY SERVICE FICA CON	2,612	2,650	2,535	3,024	1,633	3,024	3,123	
42700-126	COMMUNITY SERVICE MEDICARE	611	620	593	707	382	707	730	
42700-131	COMMUNITY SERVICE HEALTH I	15,838	16,195	16,065	17,312	11,360	17,312	17,621	
42700-132	COMMUNITY SERVICE DENTAL I	1,348	1,568	1,097	877	732	877	936	
42700-133	COMMUNITY SERVICE LIFE INS	22	24	24	24	14	24	22	
42700-134	COMMUNITY SERVICE DISABILI	0	0	0	0	0	0	0	
42700-151	COMMUNITY SERVICE WORKERS	1,206	1,154	1,234	1,744	1,403	1,744	407	
	TOTAL PERSONNEL SERVICES	71,780	72,907	73,022	76,116	47,868	76,116	76,982	
OFFICE EXPENSES									
42700-200	COMMUNITY SERVICE OFFICE S	0	0	0	0	0	0	0	
42700-210	COMMUNITY SERVICE OPERATIN	256	0	743	250	43	250	250	
42700-211	COMMUNITY SERVICE MOTOR FU	0	0	0	0	0	0	0	
42700-220	COMMUNITY SERVICE REPAIR &	0	0	0	0	0	0	0	
42700-222	COMMUNITY SERVICE UNIFORMS	108	412	183	350	68	350	350	
	TOTAL OFFICE EXPENSES	364	412	925	600	111	600	600	
PROFESSIONAL SERVICES									
42700-300	COMMUNITY SERVICE PROFESSI	7,205	6,411	5,619	7,500	1,859	10,500	10,500	
42700-321	COMMUNITY SERVICE TELEPHON	0	0	0	0	0	0	0	
42700-322	COMMUNITY SERVICE POSTAGE	0	0	0	0	0	0	0	
42700-331	COMMUNITY SERVICE TRAVEL &	0	250	0	250	0	250	250	
42700-340	COMMUNITY SERVICE ADVERTIS	0	0	0	0	0	0	0	
42700-351	COMMUNITY SERVICE LEGAL NO	0	0	0	0	0	0	0	
42700-354	COMMUNITY SERVICE PRINTING	0	0	0	100	0	100	100	
42700-360	COMMUNITY SERVICE INSURANC	366	640	728	730	696	730	770	
42700-380	COMMUNITY SERVICE UTILITIE	0	0	0	0	0	0	0	
	TOTAL PROFESSIONAL SERVICES	7,571	7,300	6,347	8,580	2,554	11,580	11,620	
42700-300	COMMUNITY SERVICE PROFESSIPERMANENT NOTES: Vet service								
42700-300	COMMUNITY SERVICE PROFESSINEXT YEAR NOTES: Contract increase: \$10,500								
REPAIR & MAINTENANCE									
42700-404	COMMUNITY SERVICE EQUIP-RE	0	0	0	250	0	250	250	
42700-430	COMMUNITY SERVICE MISCELLA	0	0	0	50	0	50	50	
42700-433	COMMUNITY SERVICE DUES & S	0	0	0	50	0	50	50	
	TOTAL REPAIR & MAINTENANCE	0	0	0	350	0	350	350	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 COMMUNITY SERVICE
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
<u>CAPITAL</u>								
42700-570 COMMUNITY SERVICE OFFICE E	0	0	0	0	0	0	0	
TOTAL CAPITAL	0	0	0	0	0	0	0	
TOTAL COMMUNITY SERVICE	79,714	80,620	80,295	85,646	50,533	88,646	89,552	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 PUBLIC WORKS ADMIN
 EXPENDITURES

				----- 2015 -----			----- 2016 -----		
				CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED	
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
2012	2013	2014							
ACTUAL	ACTUAL	ACTUAL							
PERSONNEL SERVICES									
43050-100	PUBLIC WORKS ADMIN WAGES	49,150	47,227	58,476	53,926	34,463	53,926	54,658	_____
43050-102	PUBLIC WORKS ADMIN WAGES-O	41	69	122	61	59	61	63	_____
43050-112	PUBLIC WORKS ADMIN CAR ALL	900	225	0	0	0	0	0	_____
43050-121	PUBLIC WORKS ADMIN PERA CO	3,628	3,403	3,962	4,049	2,470	4,049	4,104	_____
43050-122	PUBLIC WORKS ADMIN FICA CO	2,992	2,828	3,333	3,347	2,009	3,347	3,393	_____
43050-126	PUBLIC WORKS ADMIN MEDICAR	700	662	779	783	470	783	793	_____
43050-131	PUBLIC WORKS ADMIN HEALTH	11,093	10,618	8,011	9,325	3,471	9,325	6,361	_____
43050-132	PUBLIC WORKS ADMIN DENTAL	586	862	914	737	561	737	786	_____
43050-133	PUBLIC WORKS ADMIN LIFE IN	15	(13)	19	20	11	20	18	_____
43050-134	PUBLIC WORKS ADMIN DISABIL	0	0	0	0	0	0	0	_____
43050-142	PUBLIC WORKS ADMIN UNEMPLO	0	0	0	0	0	0	0	_____
43050-151	PUBLIC WORKS ADMIN WORKERS	672	641	724	1,229	989	1,229	1,222	_____
TOTAL PERSONNEL SERVICES		69,777	66,520	76,341	73,477	44,502	73,477	71,398	_____
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.							
OFFICE EXPENSES									
43050-200	PUBLIC WORKS ADMIN OFFICE	468	898	351	800	138	800	800	_____
43050-205	PUBLIC WORKS ADMIN MISC. E	3,557	3,922	3,921	3,600	1,851	3,600	4,000	_____
43050-210	PUBLIC WORKS ADMIN OPERATI	514	380	206	600	575	900	2,900	_____
43050-211	PUBLIC WORKS ADMIN MOTOR F	717	595	399	400	97	400	400	_____
43050-220	PUBLIC WORKS ADMN-SUPPLIES	0	0	0	0	50	100	100	_____
TOTAL OFFICE EXPENSES		5,255	5,796	4,877	5,400	2,710	5,800	8,200	_____
43050-210	PUBLIC WORKS ADMIN OPERATI	NEXT YEAR NOTES: Mechanic's shop Toolbox \$2,000							
43050-211	PUBLIC WORKS ADMIN MOTOR F	PERMANENT NOTES: Mechanic charges fuel here.							
PROFESSIONAL SERVICES									
43050-300	PUBLIC WORKS ADMIN PROFESS	54	68	19	100	192	300	300	_____
43050-321	PUBLIC WORKS ADMIN TELEPHO	2,534	2,926	3,022	4,200	1,930	4,200	3,200	_____
43050-322	PUBLIC WORKS ADMIN POSTAGE	388	576	418	600	34	500	550	_____
43050-331	PUBLIC WORKS ADMIN TRAVEL/	2,007	1,464	1,196	2,500	1,315	2,500	2,000	_____
43050-340	PUBLIC WORKS ADMIN ADVERTI	67	231	382	0	0	0	200	_____
43050-351	PUBLIC WORKS ADMIN LEGAL N	0	0	0	0	0	0	0	_____
43050-354	PUBLIC WORKS ADMIN PRINTIN	0	0	0	0	48	0	0	_____
43050-360	PUBLIC WORKS ADMIN INSURAN	518	650	739	740	779	900	900	_____
TOTAL PROFESSIONAL SERVICES		5,568	5,915	5,778	8,140	4,299	8,400	7,150	_____

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 PUBLIC WORKS ADMIN
 EXPENDITURES

				2015			2016		
				CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED	
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
				2012	2013	2014			
				ACTUAL	ACTUAL	ACTUAL			
REPAIR & MAINTENANCE									
43050-401	PUBLIC WORKS ADMIN	BLDG-RE		0	0	0	0	151	200
43050-404	PUBLIC WORKS ADMIN	EQUIP-R		115	948	2,749	1,000	1,266	1,500
43050-430	PUBLIC WORKS ADMIN	MISCELL		0	0	44	0	0	0
43050-433	PUBLIC WORKS ADMIN	DUES&SU		240	160	160	240	80	200
TOTAL REPAIR & MAINTENANCE				355	1,108	2,953	1,240	1,497	1,900
CAPITAL									
43050-550	PUBLIC WORKS ADMIN	MOTOR V		0	0	0	0	0	0
43050-570	PUBLIC WORKS ADMIN	OFFICE		0	0	0	0	0	0
TOTAL CAPITAL				0	0	0	0	0	0
43050-570	PUBLIC WORKS ADMIN OFFICE NEXT 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				80,956	79,340	89,949	88,257	53,008	89,577

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2015 -----)			(----- 2016 -----)				
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
43100-100	STREETS WAGES	291,320	302,425	306,352	298,756	196,911	298,756	310,724	_____
43100-101	STREETS WAGES - TEMPORARY	11,921	12,494	11,898	10,720	9,178	10,720	10,720	_____
43100-102	STREETS WAGES -OVERTIME	7,903	14,462	26,656	17,753	9,080	17,753	18,475	_____
43100-112	STREETS CAR ALLOWANCE	1,200	1,200	1,200	1,200	800	1,200	1,200	_____
43100-121	STREETS PERA CONTRIBUTION	21,654	22,864	24,182	23,738	15,371	23,738	24,690	_____
43100-122	STREETS FICA CONTRIBUTION	18,787	19,930	20,967	20,288	13,084	20,288	21,075	_____
43100-126	STREETS MEDICARE CONTRIBUT	4,394	4,661	4,904	4,745	3,060	4,745	4,929	_____
43100-131	STREETS HEALTH INSURANCE	66,279	76,767	81,122	71,855	53,474	71,855	73,226	_____
43100-132	STREETS DENTAL INSURANCE	4,098	5,573	6,140	5,141	3,677	5,141	5,485	_____
43100-133	STREETS LIFE INSURANCE	132	141	163	141	90	141	127	_____
43100-142	STREETS UNEMPLOYMENT-DIREC	0	0	0	0	0	0	0	_____
43100-151	STREETS WORKERS COMPENSATI	17,419	15,797	18,103	26,370	21,211	26,370	27,252	_____
TOTAL PERSONNEL SERVICES		445,106	476,313	501,688	480,707	325,936	480,707	497,903	

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.

43100-100 STREETS WAGES CURRENT YEAR NOTES:
 Streets crew operating one short due to budget cuts that
 portion will not be filled (equipment operator retired in
 mid 2010).

43100-101 STREETS WAGES - TEMPORARY CURRENT YEAR NOTES:
 Two 67 day construction workers @ \$9.00/hour

43100-101 STREETS WAGES - TEMPORARY NEXT 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.

43100-102 STREETS WAGES -OVERTIME CURRENT YEAR NOTES:
 Overtime - 6% of wages to handle snow days, seal coating,
 etc.

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101--GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
OFFICE EXPENSES									
43100-200	STREETS OFFICE SUPPLIES	2,048	2,270	2,027	2,000	719	1,350	2,000	
43100-205	STREETS MISC EMPLOYEE SUPP	7,912	8,387	7,844	10,000	6,758	9,250	10,500	
43100-210	STREETS OPERATING SUPPLIES	31,227	31,749	24,246	35,000	15,912	32,000	35,000	
43100-211	STREETS MOTOR FUEL	32,621	47,115	53,678	55,000	18,708	48,000	55,000	
43100-220	STREETS SUPPLIES REP&MAINT	1,680	159	1,273	1,000	486	950	1,000	
43100-224	STREETS-STREET MAINT MATER	149,805	183,426	147,018	281,500	214,544	278,000	202,911	
TOTAL OFFICE EXPENSES		225,294	273,106	236,086	384,500	257,128	369,550	306,411	

43100-200 STREETS OFFICE SUPPLIES PERMANENT NOTES:
 A split of the supplies used by the Public Works Office plus special notices for street and alley repair.

43100-205 STREETS MISC EMPLOYEE SUPPPERMANENT NOTES:
 Safety equipment 5 employees(3 pairs of safety boots per crew member allowed per year); Boot purchases \$2,250; Driver's Licenses-endorsements \$80; Drug testing 6 @ \$134 = \$804; Drug testing for temporary labor 2 @ \$134 = \$268; Boots for temporary labor 2 @ \$130 = \$260; Replacement vests, safety glasses and hard hats \$600 as needed per OSHA; Uniforms for the crew 5 @ \$325 = \$1,625; First Aid Kits \$300; MMUA Safety Coordinator 5 @ \$568.04 = \$2,930.20; Hearing test \$180; Misc Employee safety \$568(MMUA group changing - cost unknown)

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 @ \$532.48 = \$2,662.40; Hearing test \$180

43100-211 STREETS MOTOR FUEL CURRENT YEAR NOTES:
 Staying with a cost plus program 2012. We will be considering tanker loads for a reduced cost to have onsite. 2015 cost increase 10%

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:

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101--GENERAL FUND
 STREETS
 EXPENDITURES

(----- 2015 -----) (----- 2016 -----)
 2012 2013 2014 CURRENT Y-T-D PROJECTED REQUESTED PROPOSED
 ACTUAL ACTUAL ACTUAL BUDGET ACTUAL YEAR END BUDGET BUDGET

Salt for winter salt mix and sand for winter salt mix will purchase jointly with MnDOT and store in MnDOT yard. (New agreement in 2007) \$24,000; Asphalt cold mix (for emergency pothole patching)\$1,500; Class 5 gravel for backfill and general use (we haul)\$1,000; Chip stone for seal coat or slurry coating of streets (1,500 tons @ \$29.00/ton hauled to St. Peter) \$44,000. (125 blocks of sealcoating should be done) but for budget will do 100 blks.; The use of City mixture of dirt/sand and compost or biosolids is planned to replace black dirt needs; Asphalt cement for street patching \$150,000; Herbicide for spraying weeds in the streets-Weed spray used will be biodegradable, but is more expensive \$1,500; paint material only for street center lines, markings, curbs, and parking areas for residential streets - \$6,000; The State requires painting of centerlines on Municipal State Aid streets, school zones, and crosswalks MSA streets are painted by MnDOT in a workshare exchange; sign replacement program \$3,500; (Annual expense must be complete by 2021. Asphalt in house overlay of Union Street \$50,000 -\$70,000 2015.

43100-224 STREETS-STREET MAINT MATERNEXT 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
 #17 Sign Replacement Program \$7,500 chg'd to \$6,936

PROFESSIONAL SERVICES

43100-300	STREETS PROFESSIONAL SERVI	20,882	22,039	15,962	26,000	20,644	23,000	51,280	_____
43100-321	STREETS TELEPHONE	1,588	1,355	2,735	1,850	1,099	1,900	1,950	_____
43100-322	STREETS POSTAGE	13	33	43	40	31	40	50	_____
43100-331	STREETS TRAVEL&TRAINING	1,430	4,496	2,685	2,900	612	2,150	2,900	_____
43100-340	STREETS ADVERTISING	146	150	297	200	0	200	200	_____
43100-351	STREETS LEGAL NOTICES&PUBL	0	0	0	300	159	300	300	_____
43100-354	STREETS PRINTING & BINDING	0	0	0	0	0	0	0	_____

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101--GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2015 -----)			(----- 2016 -----)				
		2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
43100-360	STREETS INSURANCE	6,490	11,504	11,625	11,630	11,836	11,630	13,020	
43100-380	STREETS UTILITIES	13,057	11,478	12,248	13,000	5,324	10,700	13,000	
	TOTAL PROFESSIONAL SERVICES	43,606	51,055	45,595	55,920	39,704	49,920	82,700	

43100-300 STREETS PROFESSIONAL SERVICE CURRENT YEAR NOTES:
 Engineering consultation, meetings, mapping, surveys, and small research projects; fire extinguisher annual testing \$400; Split for copier maintenance \$100; Cartigraph Licenses \$800 Master Plan Update, complete update \$1,370.00

43100-300 STREETS PROFESSIONAL SERVICE NEXT 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

43100-321 STREETS TELEPHONE CURRENT YEAR NOTES:
 cell phone policy - Street Foreman and 1/2 Superintendent.

43100-331 STREETS TRAVEL & TRAINING CURRENT YEAR NOTES:
 MN Public Works Assoc Spring Conference (Supt) \$850; MPWA Fall \$600; General Meal and Travel Expenses \$1,000; MN TAP \$500

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.

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
REPAIR & MAINTENANCE									
43100-401	STREETS BLDG-REP&MAINT	2,842	3,529	3,175	2,500	531	1,900	2,500	
43100-403	STREETS INFRASTRUCTURE-REP	207,997	205,919	184,003	239,000	174,835	235,000	197,190	
43100-404	STREETS EQUIP- REP&MAINT	74,662	70,375	95,987	65,000	36,477	60,000	66,600	
43100-415	STREETS EQUIP RENTALS	918	0	1,571	7,000	6,387	7,500	15,000	
43100-430	STREETS MISC	200	200	200	300	200	300	300	
43100-433	STREETS DUES & SUBSCRIPTIO	1,455	1,502	1,594	2,200	1,525	2,100	2,200	
TOTAL REPAIR & MAINTENANCE		288,075	281,525	286,529	316,000	219,956	306,800	283,790	

43100-401 STREETS BLDG-REP&MAINT CURRENT YEAR NOTES:
 General repairs \$2,500

43100-403 STREETS INFRASTRUCTURE-REPCURRENT YEAR NOTES:
 To maintain an up-to-date street sealcoat program would take \$233,000 proposed 115 blocks and contract sealcoat (allows for 15% cost increase)- changed to \$150,000;
 Crack sealing \$40,000 (20,000 lbs); Alley Entrance Repair \$10,000; City sidewalk repair \$25,000 - changed to \$0;
 stormwater permits \$4,000; curb repair \$10,000- changed to \$0; Milling contractor for Union Street \$10,000.
 Sidewalk from Ramsey to Union \$25,000.

43100-403 STREETS INFRASTRUCTURE-REPNEXT 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.

43100-404 STREETS EQUIP- REP&MAINT CURRENT YEAR NOTES:
 Number of tire replacements programs are due \$10,000; normal routine maintenance \$55,000.

43100-404 STREETS EQUIP- REP&MAINT NEXT YEAR NOTES:
 Number of tire replacements programs are due \$10,000; normal routine maintenance \$55,000. Annual Cartegraph license \$1,600.

43100-415 STREETS EQUIP RENTALS NEXT YEAR NOTES:
 Roller \$1,000
 Screener \$4,000
 Milling \$10,000

43100-433 STREETS DUES & SUBSCRIPTIOCURRENT YEAR NOTES:

CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 STREETS
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
MN Public Works Association (Maint Supt); MN Department of Transportation - annual updates for street sign manual; MN Transportation Alliance									
CAPITAL									
43100-550	STREETS MOTOR VEHICLES	0	0	0	0	0	0	0	
43100-570	STREETS OFFICE EQUIPMENT	1,910	0	0	0	0	0	175,000	
43100-580	STREETS OTHER EQUIP	24,954	9,037	15,959	0	5,892	0	0	
TOTAL CAPITAL		<u>26,864</u>	<u>9,037</u>	<u>15,959</u>	<u>0</u>	<u>5,892</u>	<u>0</u>	<u>175,000</u>	
43100-570	STREETS OFFICE EQUIPMENT	NEXT YEAR NOTES: Gardner Rd/Jefferson engineering and construction \$100,000; Garnder Rd/Broadway cost share with Nic Cty \$75,000							
43100-580	STREETS OTHER EQUIP	CURRENT YEAR NOTES: Replace 1995 Dump Truck \$200,000 changed to \$0; a must replacement to continue our current program - Paver \$175,000 moved to equip cert.							
43100-580	STREETS OTHER EQUIP	NEXT 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							
TOTAL STREETS		1,028,945	1,091,035	1,085,857	1,237,127	848,616	1,206,977	1,345,804	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 STREET LIGHTING
 EXPENDITURES

	2012	2013	2014	(----- 2015 -----)			(----- 2016 -----)	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>PROFESSIONAL SERVICES</u>								
43160-380 STREET LIGHTING UTILITIES	104,103	98,428	87,112	130,000	67,628	130,000	130,000	
TOTAL PROFESSIONAL SERVICES	104,103	98,428	87,112	130,000	67,628	130,000	130,000	
<u>REPAIR & MAINTENANCE</u>								
43160-409 STREET LIGHTING STREETLIGH	0	0	0	0	0	0	0	
TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	
TOTAL STREET LIGHTING	104,103	98,428	87,112	130,000	67,628	130,000	130,000	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 SENIOR COORDINATOR
 EXPENDITURES

				(----- 2015 -----)			(----- 2016 -----)	
	2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES								
44100-100	0	0	0	0	0	0	0	
44100-121	0	0	0	0	0	0	0	
44100-122	0	0	0	0	0	0	0	
44100-126	0	0	0	0	0	0	0	
44100-131	0	0	0	0	0	0	0	
44100-132	0	0	0	0	0	0	0	
44100-133	0	0	0	0	0	0	0	
44100-151	0	0	0	0	0	0	0	
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0	0	
OFFICE EXPENSES								
44100-200	53	0	21	0	0	0	0	
44100-210	2,866	2,742	2,729	3,500	1,737	3,000	3,500	
TOTAL OFFICE EXPENSES	2,919	2,742	2,750	3,500	1,737	3,000	3,500	
44100-210	SENIOR COORDINATOR OPERATIPERMANENT NOTES: Coffee; napkins; Program supplies; movie license; supplies for special events.							
44100-210	SENIOR COORDINATOR OPERATICURRENT YEAR NOTES: DANCES; CENTER SUPPLIES; PALS; ACTIVITIES; PROMOTIONS.							
PROFESSIONAL SERVICES								
44100-300	25,932	27,600	29,496	30,400	17,140	29,297	30,400	
44100-312	0	0	0	0	0	0	0	
44100-321	59	70	67	75	46	75	75	
44100-322	765	848	992	975	666	975	975	
44100-331	0	0	0	50	0	50	50	
44100-340	128	79	0	150	0	100	150	
44100-354	0	0	0	0	0	0	0	
44100-360	117	240	273	275	291	291	320	
TOTAL PROFESSIONAL SERVICES	27,002	28,838	30,828	31,925	18,142	30,788	31,970	
44100-300	SENIOR COORDINATOR PROFESSCURRENT YEAR NOTES: NICOLLET COUNTY CONTRACT.							
44100-300	SENIOR COORDINATOR PROFESSNEXT 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.							

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 SENIOR COORDINATOR
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
44100-322	SENIOR COORDINATOR POSTAGE								
	CURRENT YEAR NOTES:								
	MONTHLY MAILING OF SR NEWSLETTER/COST SHARED BY NICOLLET COUNTY								
44100-322	SENIOR COORDINATOR POSTAGE								
	NEXT YEAR NOTES:								
	Bi-monthly newsletter - mailed 6 times a year								
44100-331	SENIOR COORDINATOR TRAVEL								
	PERMANENT NOTES:								
	Senior coordinator meetings.								
44100-340	SENIOR COORDINATOR ADVERTIS								
	CURRENT YEAR NOTES:								
	AD FOR 55 PLUS NEWSPAPER TAB								
<u>REPAIR & MAINTENANCE</u>									
44100-430	SENIOR COORDINATOR MISCELL	0	0	0	0	0	0	0	
44100-433	SENIOR COORDINATOR DUES &	0	0	0	0	0	0	0	
	TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	
TOTAL SENIOR COORDINATOR		29,921	31,580	33,578	35,425	19,879	33,788	35,470	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 RECREATION/LEISURE SERVIC
 EXPENDITURES

			(----- 2015 -----)				(----- 2016 -----)	
	2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES								
45100-100	REC/LEISURE SVC WAGES	125,257	128,430	126,876	128,928	81,108	128,928	135,478
45100-101	REC/LEISURE SVC WAGES-TEMP	71,828	77,864	73,509	94,542	85,190	96,500	94,542
45100-102	REC/LEISURE SVC WAGES-OVER	21	0	308	100	0	100	100
45100-121	REC/LEISURE SVC PERA CONTR	9,015	10,231	9,157	9,670	6,084	9,670	10,161
45100-122	REC/LEISURE SVC FICA CONTR	11,449	11,996	11,903	13,676	9,931	13,676	14,082
45100-126	REC/LEISURE SVC MEDICARE C	2,678	2,806	2,784	3,198	2,322	3,198	3,293
45100-131	REC/LEISURE SVC HEALTH INS	34,631	36,048	36,132	40,858	32,488	40,858	50,970
45100-132	REC/LEISURE SVC DENTAL INS	983	2,093	2,157	1,623	1,354	1,623	2,668
45100-133	REC/LEISURE SVC LIFE INSUR	58	62	63	62	41	62	62
45100-134	REC/LEISURE SVC DISABILITY	0	0	0	0	0	0	0
45100-142	REC/LEISURE SVC UNEMPLOYME	516	0	0	0	0	0	0
45100-151	REC/LEISURE SVC WORKERS CO	3,876	3,636	4,292	8,027	6,457	8,027	5,060
	TOTAL PERSONNEL SERVICES	260,311	273,166	267,183	300,684	224,976	302,642	316,416

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.

45100-101 REC/LEISURE SVC WAGES-TEMP CURRENT YEAR NOTES:
 MINIMUM WAGE INCREASE AS OF AUGUST 1, 2014

OFFICE EXPENSES

45100-200	REC/LEISURE SVC OFFICE SUP	1,896	2,845	1,020	2,500	271	2,500	2,500
45100-210	REC/LEISURE SVC OPERATING	14,744	21,231	15,496	25,000	11,380	21,500	28,000
45100-211	REC/LEISURE SVC MOTOR FUEL	274	0	0	0	0	0	0
45100-220	REC/LEISURE SVC SUPPLIES R	0	0	0	0	0	0	0
	TOTAL OFFICE EXPENSES	16,915	24,076	16,516	27,500	11,652	24,000	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;

101-GENERAL FUND
 RECREATION/LEISURE SERVIC
 EXPENDITURES

				----- 2015 -----			----- 2016 -----	
				CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
2012	2013	2014						
ACTUAL	ACTUAL	ACTUAL						
SPECIAL EVENT SUPPLIES; ETC.								
45100-210	REC/LEISURE SVC OPERATING	CURRENT YEAR NOTES: Replace worn out equipment. Program supplies; staff shirts; ball field striping paint; daddy daughter dance supplies; candy cane hunt supplies; movies and supplies for movies in the park; summer celebration; pickelball;tennis; games...						
45100-210	REC/LEISURE SVC OPERATING	NEXT YEAR NOTES: Sand vb materials/supplies.						
PROFESSIONAL SERVICES								
45100-300	REC/LEISURE SVC PROFESSION	45	400	321	350	81	350	350
45100-310	REC/LEISURE SVC CONTRACTUA	32,548	19,194	26,201	20,500	18,345	28,000	25,000
45100-312	REC/LEISURE SVC TRIPS	1,359	896	1,657	1,000	2,299	1,000	1,000
45100-321	REC/LEISURE SVC TELEPHONE	3,058	3,144	3,551	3,100	2,754	3,100	3,100
45100-322	REC/LEISURE SVC POSTAGE	1,181	1,247	1,516	1,300	914	1,300	1,300
45100-331	REC/LEISURE SVC TRAVEL&TRA	2,351	272	854	2,100	1,232	2,100	2,100
45100-340	REC/LEISURE SVC ADVERTISIN	166	111	0	100	0	100	100
45100-351	REC/LEISURE SVC LEGAL NOTI	0	0	0	0	0	0	0
45100-354	REC/LEISURE SVC PRINTING&B	3,789	3,580	2,992	3,700	2,310	3,700	3,700
45100-360	REC/LEISURE SVC INSURANCE	1,441	2,644	3,007	3,010	3,026	3,010	3,306
TOTAL PROFESSIONAL SERVICES		45,937	31,489	40,099	35,160	30,960	42,660	39,956
45100-300	REC/LEISURE SVC PROFESSION	PERMANENT NOTES: City Web, Selectaccount						
45100-310	REC/LEISURE SVC CONTRACTUA	PERMANENT NOTES: YOUTH TENNIS PROGRAM CONTRACTED WITH TENNIS ASSOCIATION; SHORELAND YOUTH GOLF PROGRA; YOUTH ENRICHEMENT LEAGUE CLASSES (FENCING, CHESS, LEGOS);CHILD AND BABYSTITTING AND HOME ALONE CLASSES (AMERICAN SAFETY AND HEALTH INSTITUTE); DJ FOR DADDY DAUGHTER DANCE; PHOTOGRAPHER; BASEKETBALL/SOCCER CLINICS; MANATA SWIM CLUB; DANCE CONSERVATORY CLASSES; SOCCER ASSOCIATION PARTNERSHIP; SPHS FOOTBALL CAMP; MKTO YOUTH TACKLE FOOTBALL LEAGUE; WHY NOT PRODUCTIONS (MOVIES IN THE PARK) showing Movies in the Park.						
45100-310	REC/LEISURE SVC CONTRACTUA	CURRENT YEAR NOTES: Youth enrichment league expanding lego program for K-5th grade (1500)						
45100-312	REC/LEISURE SVC TRIPS	PERMANENT NOTES: SUMMER REC FIELD TRIPS. SCHOOL'S OUT TRIPS.						
45100-322	REC/LEISURE SVC POSTAGE	PERMANENT NOTES:						

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 RECREATION/LEISURE SERVIC
 EXPENDITURES

		(----- 2015 -----)			(----- 2016 -----)				
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
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 JOIN BROCHURES PER YEAR (SHARED COST WITH COMM/FAM ED); CAMPGROUND BROCHURES; PARK SHELTER AND COMMUNITY CENTER FACILITY PERMIT FORMS; ALCOHOL PERMITS.								
REPAIR & MAINTENANCE									
45100-404	REC/LEISURE SVC EQUIP- REP	4,476	7,917	9,146	8,100	6,125	8,100	7,250	
45100-412	REC/LEISURE SVC RENTALS-SC	1,200	1,300	800	1,200	0	0	0	
45100-430	REC/LEISURE SVC MISC.	0	0	0	0	0	0	0	
45100-433	REC/LEISURE SVC DUES&SUBSC	576	583	11,673	11,700	11,599	11,599	11,700	
TOTAL REPAIR & MAINTENANCE		6,252	9,801	21,619	21,000	17,724	19,699	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.								
45100-404	REC/LEISURE SVC EQUIP- REPCURRENT YEAR NOTES: COMPUTER UPGRADES 3 @ 375								
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, MAINT, IRRIGATION) 11,000								
45100-433	REC/LEISURE SVC DUES&SUBSCNEXT YEAR NOTES: GAC west fields contract (parking, main, irrigation) 11,000								

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CITY OF ST. PETER
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
RECREATION/LEISURE SERVIC
EXPENDITURES

	2012	2013	2014	(----- 2015 -----)	(----- 2016 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
CAPITAL								
45100-570 REC/LEISURE SVC OFFICE EQU	0	0	3,877	0	0	0	0	
TOTAL CAPITAL	0	0	3,877	0	0	0	0	
TOTAL RECREATION/LEISURE SERVIC	329,414	338,531	349,293	384,344	285,311	389,001	405,822	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 SWIMMING POOL
 EXPENDITURES

	2012	2013	2014	2015			2016	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL SERVICES								
45124-100 SWIMMING POOL WAGES	0	0	0	0	0	0	0	
45124-101 SWIMMING POOL WAGES - TEMP	80,507	73,829	73,044	86,805	77,508	86,805	91,805	
45124-102 SWIMMING POOL WAGES - OVER	874	561	283	500	771	500	500	
45124-122 SWIMMING POOL FICA CONTRIB	5,046	4,612	4,553	5,413	4,876	5,413	5,723	
45124-126 SWIMMING POOL MEDICARE CON	1,180	1,079	1,065	1,266	1,140	1,266	1,338	
45124-151 SWIMMING POOL WORKERS COMP	2,782	2,607	3,122	4,788	3,851	4,788	5,314	
TOTAL PERSONNEL SERVICES	90,389	82,688	82,067	98,772	88,146	98,772	104,680	

OFFICE EXPENSES								
45124-200 SWIMMING POOL OFFICE SUPPL	6,978	7,100	7,065	7,300	9,121	7,300	7,300	
45124-210 SWIMMING POOL OPERATING SU	22,258	18,752	16,263	22,000	16,185	22,000	23,000	
45124-220 SWIMMING POOL REPAIR & MAI	2,849	0	20	0	931	1,319	0	
TOTAL OFFICE EXPENSES	32,085	25,852	23,348	29,300	26,237	30,619	30,300	

45124-200 SWIMMING POOL OFFICE SUPPLPERMANENT NOTES:
 pool concessions (Proj#746).

45124-210 SWIMMING POOL OPERATING SUPERMANENT NOTES:
 CHEMICALS (12,000); MOSS (2400); 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:
 CHEMICALS (12,000); MOSS (2400); CLEANING SUPPLIES; RESCUE TUBES (55); 1 GUARD UMBRELLA (55); WATER TOYS (50); MATS (250); LIFE JACKETS (100); 2-WAY RADIOS (75); FANNY PACK KITS(75); BARBELS (300); EQUIPMENT CADDY (200); FUN NOODLES (50); DECK CHAIRS (200); RING BUOY (75); BACKBOARD WITH HEAD IMMOBILIZER (350); 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 SUNEXT 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)

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 SWIMMING POOL
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PROFESSIONAL SERVICES									
45124-300	SWIMMING POOL PROFESSIONAL	3,283	2,507	3,105	2,500	2,383	2,100	2,500	
45124-321	SWIMMING POOL TELEPHONE	447	403	497	500	362	500	500	
45124-322	SWIMMING POOL POSTAGE	34	35	34	20	20	18	20	
45124-331	SWIMMING POOL TRAVEL & TRA	988	27	879	450	48	450	900	
45124-340	SWIMMING POOL ADVERTISING	67	12	0	75	0	75	75	
45124-354	SWIMMING POOL PRINTING & B	53	53	414	100	67	67	100	
45124-360	SWIMMING POOL INSURANCE	4,988	5,907	5,625	5,650	5,558	5,558	6,115	
45124-380	SWIMMING POOL UTILITIES	34,956	35,284	51,510	33,000	12,634	33,000	35,000	
TOTAL PROFESSIONAL SERVICES		44,817	44,229	62,064	42,295	21,071	41,768	45,210	
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 USE OF PERSONAL PHONE; FRONT COUNTER PHONE							
45124-331	SWIMMING POOL TRAVEL & TR	PERMANENT NOTES: CERTIFIED POOL OPERATOR TRAINING AS NEEDED;STAFF RE-CERTIFICATION & TRAINING							
45124-331	SWIMMING POOL TRAVEL & TR	NEXT 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 & B	PERMANENT NOTES: ticket book printing.							
REPAIR & MAINTENANCE									
45124-401	SWIMMING POOL BUILDING-REP	1,877	32,844	2,728	2,000	373	2,000	2,000	
45124-404	SWIMMING POOL EQUIP- REP&M	103	2,976	3,025	3,000	1,382	3,000	3,000	
45124-430	SWIMMING POOL MISCELLANEOU	0	0	0	0	0	0	0	
45124-433	SWIMMING POOL DUES & SUBSC	0	0	0	0	0	0	0	
TOTAL REPAIR & MAINTENANCE		1,980	35,820	5,753	5,000	1,755	5,000	5,000	
CAPITAL									
45124-530	SWIMMING POOL IMPROVEMENTS	0	0	0	0	0	0	0	
45124-570	SWIMMING POOL OFFICE EQUIP	0	0	0	0	0	0	0	
45124-580	SWIMMING POOL OTHER EQUIPM	0	4,868	0	0	0	0	0	
TOTAL CAPITAL		0	4,868	0	0	0	0	0	
45124-530	SWIMMING POOL IMPROVEMENTS	NEXT YEAR NOTES:							

CITY OF ST. PETER
PROPOSED BUDGET WORKSHEET
AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
SWIMMING POOL
EXPENDITURES

(----- 2015 -----) (----- 2016 -----)

2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
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\$5,000 Addition of second wibit depending on fundraising efforts along with city support - Moved to restricted fund.

45124-580 SWIMMING POOL OTHER EQUIPMENT
CURRENT YEAR NOTES:
 controllers that automatically feed the amount of chemical needed in the pool water, this can be done from an iPad, via network enabled PC, smart phone or tablet device \$10,000 - moved to equip cert.

TOTAL SWIMMING POOL	169,272	193,456	173,231	175,367	137,209	176,159	185,190
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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 SKATING RINKS
 EXPENDITURES

			----- 2015 -----				----- 2016 -----	
	2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES								
45127-100	SKATING RINKS WAGES	0	0	0	0	0	0	0
45127-101	SKATING RINKS WAGES - TEMP	827	2,443	2,350	2,500	2,399	2,500	2,600
45127-122	SKATING RINKS FICA CONTRIB	51	151	146	155	149	155	161
45127-126	SKATING RINKS MEDICARE CON	12	35	34	36	35	36	38
45127-142	SKATING RINKS UNEMPLOYMENT	0	0	0	0	0	0	0
45127-151	SKATING RINKS WORKERS COMP	69	64	74	104	84	104	114
TOTAL PERSONNEL SERVICES		959	2,694	2,604	2,795	2,666	2,795	2,913
45127-101	SKATING RINKS WAGES - TEMP	PERMANENT NOTES: open approx 26 hrs /week for 16 weeks.						
45127-101	SKATING RINKS WAGES - TEMP	CURRENT YEAR NOTES: WEATHER RELATED.						
OFFICE EXPENSES								
45127-200	SKATING RINKS OFFICE SUPPL	0	0	0	0	0	0	0
45127-210	SKATING RINKS OPERATING SU	316	281	119	150	67	150	150
45127-211	SKATING RINKS MOTOR FUELS	0	0	0	0	0	0	0
45127-220	SKATING RINKS SUPPLIES - R	0	0	0	0	0	0	0
TOTAL OFFICE EXPENSES		316	281	119	150	67	150	150
45127-210	SKATING RINKS OPERATING SUPERMANENT	NOTES: FIRST AID SUPPLIES;HOT CHOCOLATE/CUPS/NAPKINS/SPOONS						
PROFESSIONAL SERVICES								
45127-300	SKATING RINKS PROFESSIONAL	0	0	0	0	0	0	0
45127-321	SKATING RINKS TELEPHONE	0	0	0	0	0	0	0
45127-322	SKATING RINKS POSTAGE	0	3	5	0	0	0	0
45127-331	SKATING RINKS TRAVEL & TRA	0	0	0	0	0	0	0
45127-340	SKATING RINKS ADVERTISING	0	0	0	0	0	0	0
45127-354	SKATING RINKS PRINTING & B	0	0	0	0	0	0	0
45127-360	SKATING RINKS INSURANCE	57	73	83	85	141	141	180
45127-380	SKATING RINKS UTILITIES	7,789	11,042	13,421	9,500	8,283	13,500	13,500
TOTAL PROFESSIONAL SERVICES		7,846	11,118	13,510	9,585	8,423	13,641	13,680
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.						
45127-380	SKATING RINKS UTILITIES	CURRENT YEAR NOTES: ANTICIPATING LONGER SEASON (WEATHER RELATED)						

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 SKATING RINKS
 EXPENDITURES

	2012	2013	2014	2015			2016	
	ACTUAL	ACTUAL	ACTUAL	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
				BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
REPAIR & MAINTENANCE								
45127-401 SKATING RINKS BUILDINGS- R	0	0	0	0	0	0	0	_____
45127-404 SKATING RINKS EQUIP- REP&M	0	0	0	0	0	0	0	=====
45127-430 SKATING RINKS MISCELLANEOU	0	0	0	0	0	0	0	=====
TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	_____
CAPITAL								
45127-570 SKATING RINKS OFFICE EQUIP	0	0	0	0	0	0	0	_____
45127-580 SKATING RINKS OTHER EQUIPM	0	0	0	0	0	0	0	=====
TOTAL CAPITAL	0	0	0	0	0	0	0	_____
TOTAL SKATING RINKS	9,121	14,093	16,233	12,530	11,156	16,586	16,743	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2015 -----)			(----- 2016 -----)				
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
45200-100	PARKS WAGES	221,312	213,602	230,721	250,663	142,863	250,663	260,428	_____
45200-101	PARKS WAGES - TEMPORARY	22,438	20,909	18,550	26,800	20,023	26,000	26,800	_____
45200-102	PARKS WAGES - OVERTIME	10,198	10,223	13,006	9,658	7,660	9,600	10,037	_____
45200-112	PARKS CAR ALLOWANCE	720	720	720	720	480	720	720	_____
45200-121	PARKS PERA CONTRIBUTIONS	16,781	16,249	17,927	19,524	11,246	19,524	20,285	_____
45200-122	PARKS FICA CONTRIBUTIONS	15,049	14,541	15,877	17,801	10,307	17,801	18,430	_____
45200-126	PARKS MEDICARE CONTRIBUTIO	3,519	3,401	3,713	4,163	2,411	4,163	4,310	_____
45200-131	PARKS HEALTH INSURANCE	71,667	71,200	70,498	86,877	42,265	71,000	78,155	_____
45200-132	PARKS DENTAL INSURANCE	5,911	6,325	5,292	4,764	3,691	4,764	5,083	_____
45200-133	PARKS LIFE INSURANCE	117	118	115	130	73	130	118	_____
45200-142	PARKS UNEMPLOYMENT-DIRECT	0	0	0	0	0	0	0	_____
45200-151	PARKS WORKERS COMPENSATION	9,172	8,223	10,255	14,910	11,993	12,000	12,145	_____
	TOTAL PERSONNEL SERVICES	376,884	365,512	386,675	436,010	253,011	416,365	436,511	_____
45200-100	PARKS WAGES	PERMANENT NOTES: Five full time employees, 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.							
45200-102	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	1,341	1,947	1,655	1,200	840	1,150	1,200	_____
45200-205	PARKS MISC. EMPLOYEE EXPEN	7,087	7,436	6,681	9,783	6,433	9,250	10,250	_____
45200-210	PARKS OPERATING SUPPLIES	32,163	29,172	25,055	34,500	24,369	31,500	34,500	_____
45200-211	PARKS MOTOR FUELS	17,330	18,292	20,386	21,000	6,569	16,000	20,000	_____
45200-220	PARKS REPAIR & MAINT. SUPP	4,437	3,498	17,484	14,000	3,318	16,000	20,000	_____
45200-222	PARKS UNIFORMS	0	0	0	0	0	0	0	_____
	TOTAL OFFICE EXPENSES	62,358	60,346	71,262	80,483	41,529	73,900	85,950	_____
45200-205	PARKS MISC. EMPLOYEE EXPEN	PERMANENT 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 \$1,500; hard hats, gloves, glasses, vest = \$500; MMUA safety training coordinator 5 @ \$586.04 = \$2,930.20; first aid kits \$300; boots for seasonal help \$780; drivers licenses \$60; drug testing 9 @ \$134 = \$1206 plus 10%; drug testing summer employees \$732; Hearing							

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101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	2015	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D	YEAR END	BUDGET	BUDGET
test \$150									
45200-205	PARKS MISC. EMPLOYEE EXPEN								
	NEXT 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, ear plugs, sun glasses, vests = \$600; MMUA safety training coordinator 5 @ \$532.48 = \$2,662.40; first aid kits \$300; boots for seasonal help \$780; drivers licenses \$60; drug testing 9 @ \$134 = \$1206 plus 10%; drug testing summer employees \$732; Hearing test \$150								
45200-210	PARKS OPERATING SUPPLIES								
	CURRENT YEAR NOTES: Miscellaneous items - maintenance for TREEmendous Play Structure \$1,000; Signage moved from capital \$2,500.								
45200-210	PARKS OPERATING SUPPLIES								
	NEXT YEAR NOTES: Miscellaneous items - maintenance for TREEmendous Play Structure \$1,000; Identification Signage for three parks \$5,000. Dog Park portable restroom \$360.								
45200-211	PARKS MOTOR FUELS								
	CURRENT YEAR NOTES: Fuel cost - Using cost plus program with tanker loads of fuel. 10% anticipated								
45200-220	PARKS REPAIR & MAINT. SUPP								
	PERMANENT NOTES: Includes such things as aglime, seed, pea rock, wood chips and other general repair items.								
45200-220	PARKS REPAIR & MAINT. SUPP								
	CURRENT YEAR NOTES: Repair and bulidngs \$8,000; General Bldg Repair								
45200-220	PARKS REPAIR & MAINT. SUPP								
	NEXT YEAR NOTES: Includes such things as aglime, seed, pea rock, wood chips and other general repair items. General Bldg repair. Soil Enhancement \$5,000.								
PROFESSIONAL SERVICES									
45200-300	PARKS PROFESSIONAL SERVICE	16,023	17,143	23,642	20,000	18,001	22,000	43,500	
45200-321	PARKS TELEPHONE	1,958	2,161	2,121	2,300	1,432	2,300	3,000	
45200-322	PARKS POSTAGE	8	26	75	40	22	40	40	
45200-331	PARKS TRAVEL & TRAINING	827	501	890	1,000	536	1,000	1,200	
45200-340	PARKS ADVERTISING	0	0	0	0	0	0	0	
45200-351	PARKS LEGAL NOTICES & PUBL	0	0	0	0	0	0	0	
45200-354	PARKS PRINTING & BINDING	0	0	0	0	0	0	0	
45200-360	PARKS INSURANCE	20,580	26,724	25,211	25,215	25,539	25,215	28,100	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
45200-380	PARKS UTILITIES	96,902	122,493	112,943	105,000	47,756	110,000	108,000	
	TOTAL PROFESSIONAL SERVICES	136,297	169,047	164,883	153,555	93,287	160,555	183,840	
45200-300	PARKS PROFESSIONAL SERVICE	CURRENT YEAR NOTES: 2014 Herbicide downtown/trails, etc. \$2,500; boat landing cleanout (in-house); engineering services & map updates \$8,000; Turf maintenance for 75 acres of sports fields \$5,000 (weed control and fertilizer). Misc \$3,500							
45200-300	PARKS PROFESSIONAL SERVICE	NEXT 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							
45200-321	PARKS TELEPHONE	CURRENT YEAR NOTES: Cell phone payments in 2013 for foreman and superintendent \$450							
45200-331	PARKS TRAVEL & TRAINING	CURRENT YEAR NOTES: Expo's and MnTAP schools							
45200-331	PARKS TRAVEL & TRAINING	NEXT 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	5,031	3,078	11,116	7,000	978	5,200	7,000	
45200-404	PARKS EQUIP - REP&MAINT	13,028	10,384	13,796	18,000	19,601	21,000	25,000	
45200-415	PARKS EQUIPMENT RENTAL	1,102	1,108	3,366	4,500	286	4,000	4,500	
45200-430	PARKS MISCELLANEOUS	0	0	0	0	0	0	0	
45200-433	PARKS DUES & SUBSCRIPTIONS	258	255	278	200	277	250	250	
	TOTAL REPAIR & MAINTENANCE	19,419	14,826	28,557	29,700	21,141	30,450	36,750	
45200-401	PARKS BUILDING- REP&MAINT	CURRENT YEAR NOTES: Miscellaneous Repairs							
45200-404	PARKS EQUIP - REP&MAINT	PERMANENT NOTES: Regular repair and maintenance							
45200-404	PARKS EQUIP - REP&MAINT	NEXT YEAR NOTES: Regular repair & maintenance, annual cartograph license \$550.00							
45200-415	PARKS EQUIPMENT RENTAL	CURRENT YEAR NOTES:							

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 PARKS
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
		Roll athletic fields \$1,500; Rent lift for ballfield light bulb replacement \$3,000							
45200-415	PARKS EQUIPMENT RENTAL	NEXT YEAR NOTES: Roll athletic fields \$1,500; 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>									
45200-550	PARKS MOTOR VEHICLES	0	1,414	0	0	0	0	0	0
45200-570	PARKS OFFICE EQUIPMENT & F	1,528	0	0	0	0	0	0	0
45200-580	PARKS OTHER EQUIPMENT	1,532	18,864	19,711	0	7,948	0	30,000	0
TOTAL CAPITAL		3,060	20,278	19,711	0	7,948	0	30,000	0
45200-550	PARKS MOTOR VEHICLES	CURRENT YEAR NOTES: Purchase Toro '16 mower' for expanded parkland 98,000 changed to \$0.							
45200-550	PARKS MOTOR VEHICLES	NEXT YEAR NOTES: Purchase Toro '16 mower' for expanded parkland 98,000 - moved to equip cert.							
45200-580	PARKS OTHER EQUIPMENT	CURRENT YEAR NOTES: TEM COST FUNDING MN Square pavillion \$1,350,000 Donations, grants Jefferson irrigation \$16,000 SB Assoc (last field donation!) Hollow block driveway MN Square \$4,000 changed to \$0 Refurbish tennis courts at Vets Park \$18,000 changed to \$0 Signage \$2,500 moved to operating Concrete 2 dugouts Gault \$3,500 changed to \$0; Picnic Tables \$8,000 changed to \$0;							
45200-580	PARKS OTHER EQUIPMENT	NEXT 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)							
TOTAL PARKS		598,018	630,008	671,087	699,748	416,917	681,270	773,051	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 ECONOMIC DEVMT
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
46500-100	ECONOMIC DEVMT WAGES	65,367	66,684	68,676	69,792	45,477	69,792	76,128	
46500-102	ECONOMIC DEVMT WAGES - OVE	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	
46500-121	ECONOMIC DEVMT PERA CONTRI	4,737	4,835	4,984	5,234	3,411	5,234	5,710	
46500-122	ECONOMIC DEVMT FICA CONTRI	4,049	4,132	4,267	4,327	2,847	4,327	4,720	
46500-126	ECONOMIC DEVMT MEDICARE CO	947	966	998	1,012	666	1,012	1,104	
46500-131	ECONOMIC DEVMT HEALTH INSU	15,838	16,641	16,641	18,129	11,360	18,129	18,502	
46500-132	ECONOMIC DEVMT DENTAL INSU	823	818	1,097	877	732	877	936	
46500-133	ECONOMIC DEVMT LIFE INSURA	22	24	24	24	14	24	22	
46500-142	ECONOMIC DEVMT UNEMPLOYMEN	0	0	0	0	0	0	0	
46500-151	ECONOMIC DEVMT WORKERS COM	285	375	356	515	414	515	592	
TOTAL PERSONNEL SERVICES		95,068	97,475	100,044	102,910	66,922	102,910	110,714	
OFFICE EXPENSES									
46500-200	ECONOMIC DEVMT OFFICE SUPP	461	817	664	500	479	500	500	
46500-210	ECONOMIC DEVMT OPERATING S	236	216	347	200	185	200	300	
46500-211	ECONOMIC DEVMT MOTOR FUELS	0	0	0	0	0	0	0	
46500-220	ECONOMIC DEVMT SUPPLIES- R	0	0	0	0	0	0	0	
TOTAL OFFICE EXPENSES		696	1,032	1,011	700	663	700	800	
PROFESSIONAL SERVICES									
46500-300	ECONOMIC DEVMT PROFESSIONA	39,796	80,630	40,746	50,000	34,946	50,000	50,000	
46500-321	ECONOMIC DEVMT TELEPHONE	1,142	1,156	1,193	800	695	800	800	
46500-322	ECONOMIC DEVMT POSTAGE	308	666	415	300	416	300	500	
46500-331	ECONOMIC DEVMT TRAVEL & TR	971	883	688	750	493	750	750	
46500-340	ECONOMIC DEVMT ADVERTISING	0	434	0	500	0	500	500	
46500-351	ECONOMIC DEVMT LEGAL NOTIC	696	1,957	633	1,000	379	1,000	1,000	
46500-354	ECONOMIC DEVMT PRINTING &	0	0	0	0	44	0	0	
46500-360	ECONOMIC DEVMT INSURANCE	439	1,122	1,276	1,280	1,306	1,280	1,410	
TOTAL PROFESSIONAL SERVICES		43,351	86,849	44,951	54,630	38,280	54,630	54,960	
REPAIR & MAINTENANCE									
46500-404	ECONOMIC DEVMT EQUIP- REP&	68	316	617	0	35	0	0	
46500-430	ECONOMIC DEVMT MISCELLANEO	0	0	0	0	0	0	0	
46500-433	ECONOMIC DEVMT DUES & SUBS	150	1,150	1,150	1,150	1,150	1,150	1,150	
TOTAL REPAIR & MAINTENANCE		218	1,466	1,767	1,150	1,185	1,150	1,150	

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

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 ECONOMIC DEVMT
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
<u>CAPITAL</u>									
46500-510	ECONOMIC DEVMT LAND ACQUIS	0	0	3,043	0	0	0	0	
46500-570	ECONOMIC DEVMT OFFICE EQUI	455	465	0	2,690	1,903	2,690	300	
TOTAL CAPITAL		455	465	3,043	2,690	1,903	2,690	300	
46500-570	ECONOMIC DEVMT OFFICE EQUI	CURRENT YEAR NOTES: \$2,010 printer for Cindy and 2 versions of office 2013 \$680.							
46500-570	ECONOMIC DEVMT OFFICE EQUI	NEXT YEAR NOTES: printer							
TOTAL ECONOMIC DEVMT		139,788	187,287	150,815	162,080	108,953	162,080	167,924	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 INSURANCE-UNALLOCATED
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
PROFESSIONAL SERVICES								
49240-360 INSURANCE-UNALLOCATED INSU	18,636	7,327	7,880	4,225	5,856	4,225	5,650	
TOTAL PROFESSIONAL SERVICES	18,636	7,327	7,880	4,225	5,856	4,225	5,650	
TOTAL INSURANCE-UNALLOCATED	18,636	7,327	7,880	4,225	5,856	4,225	5,650	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 MEMBERSHIPS-UNALLOCATED
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	2015	2016	2016	
		ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D	PROJECTED	REQUESTED	
						ACTUAL	YEAR END	BUDGET	
								PROPOSED	
								BUDGET	
REPAIR & MAINTENANCE									
49250-433	MEMBERSHIPS-UNALLOCATED DU	24,801	25,524	27,364	28,400	18,294	28,400	28,400	
TOTAL REPAIR & MAINTENANCE		24,801	25,524	27,364	28,400	18,294	28,400	28,400	
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								
49250-433	MEMBERSHIPS-UNALLOCATED DUNEXT YEAR NOTES:								
	lmc \$9,800; cogm \$18,294								
TOTAL MEMBERSHIPS-UNALLOCATED		24,801	25,524	27,364	28,400	18,294	28,400	28,400	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 MISCELLANEOUS-UNALLOCATED
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	PROPOSED BUDGET
<u>REPAIR & MAINTENANCE</u>								
49260-420 MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	
49260-430 MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	
TOTAL REPAIR & MAINTENANCE	0	0	0	0	0	0	0	
<u>BAD DEBT</u>								
49260-905 MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	
TOTAL BAD DEBT	0	0	0	0	0	0	0	
TOTAL MISCELLANEOUS-UNALLOCATED	0	0	0	0	0	0	0	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

101-GENERAL FUND
 TRANSFERS-OUT
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
<u>TRANSFERS</u>								
49300-720 TRANSFERS-OUT OPERATING TR	50,863	273,308	755,629	2,500	0	2,500	407,500	
TOTAL TRANSFERS	50,863	273,308	755,629	2,500	0	2,500	407,500	
49300-720 TRANSFERS-OUT OPERATING TR								
CURRENT YEAR NOTES: youth center								
49300-720 TRANSFERS-OUT OPERATING TR								
NEXT YEAR NOTES: \$405,000 (value of bldg permit) to parkland dedication fund.								
TOTAL TRANSFERS-OUT	50,863	273,308	755,629	2,500	0	2,500	407,500	
TOTAL EXPENDITURES	6,098,863	6,505,327	6,879,670	6,581,025	4,187,624	6,614,263	7,303,334	
REVENUE OVER/(UNDER) EXPENDITURES	421,132	32,923	(42,345)	(15,242)	(591,004)	(84,236)	540,083	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

211-LIBRARY FUND

REVENUES	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
TAXES								
31010 CURRENT PROPERTY TAX	250,133	220,133	220,133	220,133	110,067	220,133	220,133	
TOTAL TAXES	250,133	220,133	220,133	220,133	110,067	220,133	220,133	
STATE AID/GRANTS								
33422 OTHER STATE GRANTS & AID	45,365	45,131	45,265	45,047	45,216	45,047	45,047	
TOTAL STATE AID/GRANTS	45,365	45,131	45,265	45,047	45,216	45,047	45,047	
33422 OTHER STATE GRANTS & AID	PERMANENT NOTES: Nicollet County Allocation and Pera.							
FEES								
34110 RETURNED CHECK FEES	0	0	0	0	0	0	0	
TOTAL FEES	0	0	0	0	0	0	0	
FINES & PENALTIES								
35103 FINES AND PENALTIES	11,854	10,456	3,737	2,000	2,299	2,000	2,200	
TOTAL FINES & PENALTIES	11,854	10,456	3,737	2,000	2,299	2,000	2,200	
35103 FINES AND PENALTIES	CURRENT YEAR NOTES: NO OVERDUE FINES FOR ST PETER MATERIALS; CHARGES FOR COPIES AND LOST OR DAMAGED MATERIALS							
MISCELLANEOUS								
36200 MISCELLANEOUS REVENUES	0	0	0	0	57	57	0	
TOTAL MISCELLANEOUS	0	0	0	0	57	57	0	
INTEREST INCOME								
36210 INTEREST EARNINGS	2,287	1,889	1,802	1,500	1,098	1,500	1,500	
TOTAL INTEREST INCOME	2,287	1,889	1,802	1,500	1,098	1,500	1,500	
DONATIONS & REFUNDS								
36230 CONTRIBUTION & DONATIONS FROM	68,482	63,874	57,244	52,200	55,674	64,000	57,000	
36250 REFUNDS & REIMBURSEMENTS	2,441	1,659	1,505	0	0	0	0	
TOTAL DONATIONS & REFUNDS	70,923	65,533	58,749	52,200	55,674	64,000	57,000	
36230 CONTRIBUTION & DONATIONS FROM	CURRENT YEAR NOTES: SCHMIDT FOUND (47,000); FRIENDS OF THE LIBRARY (5200)							
TRANSFER FROM OTHER FUND								
39200 TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0	0	
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	
TOTAL REVENUES	380,562	343,142	329,686	320,880	214,411	332,737	325,880	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

211-LIBRARY FUND
 LIBRARY
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PERSONNEL SERVICES									
45500-100	LIBRARY WAGES	156,057	157,139	165,244	167,634	106,453	167,634	182,070	_____
45500-101	LIBRARY WAGES - TEMPORARY	926	654	532	1,674	746	1,674	1,674	_____
45500-102	LIBRARY WAGES - OVERTIME	1,591	741	1,287	827	1,476	827	840	_____
45500-121	LIBRARY PERA CONTRIBUTIONS	10,630	10,712	11,544	8,551	7,131	8,551	8,583	_____
45500-122	LIBRARY FICA CONTRIBUTIONS	9,732	9,771	10,306	10,548	6,679	10,548	11,444	_____
45500-126	LIBRARY MEDICARE CONTRIBUT	2,276	2,285	2,411	2,467	1,562	2,467	2,676	_____
45500-131	LIBRARY HEALTH INSURANCE	17,895	18,348	18,758	20,326	11,218	20,326	20,591	_____
45500-132	LIBRARY DENTAL INSURANCE	2,083	1,218	1,085	1,974	704	1,974	2,106	_____
45500-133	LIBRARY LIFE INSURANCE	44	52	53	54	26	54	49	_____
45500-142	LIBRARY UNEMPLOYMENT-DIREC	0	18	39	0	(1)	0	0	_____
45500-151	LIBRARY WORKERS COMPENSATI	1,086	1,140	1,152	1,786	1,437	1,786	1,995	_____
TOTAL PERSONNEL SERVICES		202,320	202,079	212,411	215,841	137,430	215,841	232,028	_____

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

OFFICE EXPENSES

45500-200	LIBRARY OFFICE SUPPLIES	1,118	992	1,944	1,500	1,092	1,500	1,500	_____
45500-210	LIBRARY OPERATING SUPPLIES	15,932	14,894	13,115	15,000	12,893	20,000	20,000	_____
45500-220	LIBRARY REPAIR & MAINT. SU	356	140	0	0	0	0	0	_____
TOTAL OFFICE EXPENSES		17,406	16,027	15,059	16,500	13,985	21,500	21,500	_____

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 NEXT 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.

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

211-LIBRARY FUND
 LIBRARY
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
PROFESSIONAL SERVICES									
45500-300	LIBRARY PROFESSIONAL SERVI	41,722	29,953	29,394	33,000	17,485	33,000	34,000	_____
45500-321	LIBRARY TELEPHONE	1,082	1,134	1,292	1,200	716	1,200	1,200	_____
45500-322	LIBRARY POSTAGE	106	114	156	200	34	100	200	_____
45500-331	LIBRARY TRAVEL & TRAINING	360	254	541	500	277	500	500	_____
45500-340	LIBRARY ADVERTISING	98	519	389	200	272	200	200	_____
45500-351	LIBRARY LEGAL NOTICES & PU	0	0	0	0	0	0	0	_____
45500-354	LIBRARY PRINTING & BINDING	135	0	0	0	99	100	0	_____
45500-360	LIBRARY INSURANCE	4,075	6,181	6,240	6,250	6,062	6,063	6,250	_____
45500-380	LIBRARY UTILITIES	26,103	28,573	32,812	30,000	17,257	30,000	30,000	_____
TOTAL PROFESSIONAL SERVICES		73,681	66,727	70,824	71,350	42,202	71,163	72,350	_____

45500-300 LIBRARY PROFESSIONAL SERV
 NEXT 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 NEXT YEAR NOTES:
 MN State Library Assoc conference; ALA membership (300); Public Lib Assoc membership (100)

REPAIR & MAINTENANCE									
45500-401	LIBRARY REPAIR & MAINT.-BU	9,186	27,859	8,598	9,000	2,693	9,000	9,000	_____
45500-404	LIBRARY REPAIR & MAINT.-EQ	3,458	8,158	9,292	4,425	1,354	4,425	4,425	_____
45500-415	LIBRARY EQUIPMENT RENTAL	5,130	7,422	7,616	7,600	7,510	7,510	7,600	_____
45500-430	LIBRARY MISCELLANEOUS	0	0	0	0	0	0	0	_____
45500-433	LIBRARY DUES & SUBSCRIPTIO	7,022	6,712	7,660	7,400	1,110	7,500	7,500	_____
45500-493	LIBRARY M.V.R.L. FEES/CONT	0	0	0	0	0	0	0	_____
TOTAL REPAIR & MAINTENANCE		24,796	50,151	33,165	28,425	12,667	28,435	28,525	_____

45500-401 LIBRARY REPAIR & MAINT.-BU
 PERMANENT NOTES:
 Ballasts/lights; roof repair; restroom repair; vandalism; boiler repair(Thermodynamics); fireplace maint; chiller repair (UHL)

45500-401 LIBRARY REPAIR & MAINT.-BU
 CURRENT YEAR NOTES:
 Replace all bulbs in high ceiling fixtures. Replace painted sprinkler(s) in soffit near fireplace and adjust sprinklers

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

211-LIBRARY FUND
 LIBRARY
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
		in storage room to be located below hvac duct (1,061). Replace existing dry valve as repair parts are not available anymore (4,777).							
45500-404	LIBRARY REPAIR & MAINT.-EQPERMANENT NOTES: Annual vendpring license (800); Antivirus protection (1100)								
45500-404	LIBRARY REPAIR & MAINT.-EQCURRENT YEAR NOTES: ANNUAL VENDPRINT LICENSE (775)L ANNUAL ANTIVIRUS PROTECTION (1100; COMPUTER UPGRADE (325)								
45500-415	LIBRARY EQUIPMENT RENTAL PERMANENT NOTES: B & T Book Lease program								
45500-433	LIBRARY DUES & SUBSCRIPTIONEXT YEAR NOTES: Increase in subscription rates.								
CAPITAL									
45500-520	LIBRARY BUILDING/STRUCTURE	0	0	0	0	0	0	12,230	
45500-560	LIBRARY FURNITURE AND FIXT	0	2,638	0	0	0	0	0	
45500-570	LIBRARY OFFICE EQUIPMENT &	6,853	7,200	2,080	0	4,068	0	0	
45500-580	LIBRARY OTHER EQUIPMENT	0	0	0	0	0	0	0	
45500-590	LIBRARY BOOKS	37,387	35,545	33,158	38,600	17,607	38,600	38,600	
TOTAL CAPITAL		44,240	45,383	35,238	38,600	21,675	38,600	50,830	
45500-520	LIBRARY BUILDING/STRUCTURENEXT YEAR NOTES: Replace all existing dry sprinkler heads in the high ceiling portion of the library. (12,230) Exising 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.								
45500-590	LIBRARY BOOKS NEXT YEAR NOTES: Schmidt Foundation, Friends of the Library, Grants								
TOTAL LIBRARY		362,443	380,367	366,697	370,716	227,959	375,539	405,233	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

211-LIBRARY FUND
 TRANSFERS-OUT
 EXPENDITURES

	2012	2013	2014	2015			2016	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
TRANSFERS								
49300-720 TRANSFERS-OUT OPERATING TR	4,025	1,919	2,286	0	0	0	0	
TOTAL TRANSFERS	4,025	1,919	2,286	0	0	0	0	
TOTAL TRANSFERS-OUT	4,025	1,919	2,286	0	0	0	0	
TOTAL EXPENDITURES	366,468	382,287	368,984	370,716	227,959	375,539	405,233	
REVENUE OVER/(UNDER) EXPENDITURES	14,094	(39,145)	(39,297)	(49,836)	(13,548)	(42,802)	(79,353)	

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

217-COMMUNITY CENTER

REVENUES	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
TAXES								
31010 CURRENT PROPERTY TAX	0	0	0	0	0	0	0	
TOTAL TAXES	0	0	0	0	0	0	0	
STATE AID/GRANTS								
33422 OTHER STATE GRANTS & AID	131	131	131	130	65	130	130	
TOTAL STATE AID/GRANTS	131	131	131	130	65	130	130	
MISCELLANEOUS								
36200 MISCELLANEOUS REVENUES	8,361	7,260	8,980	6,100	187	6,100	6,100	
TOTAL MISCELLANEOUS	8,361	7,260	8,980	6,100	187	6,100	6,100	
36200 MISCELLANEOUS REVENUES	CURRENT YEAR NOTES: OLD COMM CTR SITE PER CENTRAL (6764)TIF DISTRICT CLOSSES 2028 ; PEPSI REBATE; FAXES,COPIES							
INTEREST INCOME								
36210 INTEREST EARNINGS	1,343	1,268	1,431	800	1,067	800	800	
TOTAL INTEREST INCOME	1,343	1,268	1,431	800	1,067	800	800	
RENTAL INCOME								
36221 DAILY RENTALS	22,015	22,971	18,755	20,000	11,237	20,000	20,000	
36222 ADVERTISING LEASES	4,200	4,400	5,834	6,700	6,400	6,400	7,200	
36224 TERM RENTS AND LEASES	174,791	181,916	141,467	160,000	112,331	160,000	166,044	
TOTAL RENTAL INCOME	201,006	209,287	166,056	186,700	129,968	186,400	193,244	
36221 DAILY RENTALS	NEXT YEAR NOTES: Rec Corner 6,400/yr							
36222 ADVERTISING LEASES	PERMANENT NOTES: 4 free gym ads (2 school, the edge, hickory tech)							
36222 ADVERTISING LEASES	CURRENT YEAR NOTES: NEW- JOHN IRELAND 400; SPELS 400; RIVERS EDGE 400; COMFORT SYSTEMS 400;GUSTIE BB CAMPS 300 (100 OF FEE PAID IN 2014)							
36222 ADVERTISING LEASES	NEXT YEAR NOTES: (17) Bolton & Menk, Re-Max, FNB, Jesus Assembly, Kato Roofing,Daniels Health Center, Mediacom, NCB, Carlstrom Construction, Schmidt Foundation, St Peter Eyecare, Waste Management, SPELS, Rivers' Edge, John Ireland, Gustie BB camps, Ecumen. Recruit 2 more advertisers in 2016 (800)							
36224 TERM RENTS AND LEASES	PERMANENT NOTES: monthly rents:							

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

217-COMMUNITY CENTER

REVENUES	(----- 2015 -----)					(----- 2016 -----)		
	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
year	12	13	14	15	16			
spccc	2,774	2,903	2,000	2,000	1,500			
CE	3,474	3,648	3,830	4,022	4,223			
mvac	2,354	2,472	2,595	2,725	2,862			
Kid	4,322	4,538	4,764	5,003	5,253			
RD	1,376		1,400					
cons.	100							
36224 TERM RENTS AND LEASES	CURRENT YEAR NOTES: SUITE 211 VACANT; SPCCC BEHIND IN RENT							
<u>DONATIONS & REFUNDS</u>								
36230 CONTRIBUTIONS & DONATIONS	116	0	540	0	66	0	0	
36241 VENDING MACHINE COMMISSIONS	11,735	11,039	9,977	11,000	7,152	11,000	10,200	
36250 REFUNDS & REIMBURSEMENTS	12,430	5,730	4,510	6,500	1,382	4,000	4,500	
TOTAL DONATIONS & REFUNDS	24,280	16,770	15,027	17,500	8,599	15,000	14,700	
36250 REFUNDS & REIMBURSEMENTS	CURRENT YEAR NOTES: STAFF CLEAN FLOORS IN MVAC AND KIDS CORNER;							
36250 REFUNDS & REIMBURSEMENTS	NEXT YEAR NOTES: Work in SPCCC and Headstart, LMC dividend							
<u>FIXED ASSET DISPOSAL</u>								
39101 SALE OF GENERAL FIXED ASSETS	0	0	308	0	150	0	0	
TOTAL FIXED ASSET DISPOSAL	0	0	308	0	150	0	0	
<u>TRANSFER FROM OTHER FUND</u>								
39200 TRANSFERS FROM OTHER FUNDS	0	0	0	0	0	0	0	
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	
<u>TRANSFER</u>								
39221 CASH TRANSFER	143,736	145,219	144,071	110,000	72,484	122,500	91,500	
39222 UTILITY CHARGE REIMBURSEMENT	54,801	54,261	51,625	52,000	28,862	52,000	52,000	
TOTAL TRANSFER	198,537	199,480	195,696	162,000	101,346	174,500	143,500	
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	433,658	434,196	387,629	373,230	241,382	382,930	358,474	

CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

217-COMMUNITY CENTER
 COMMUNITY CENTER
 EXPENDITURES

			2015				2016	
			CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED	
			BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET	
			2012	2013	2014			
			ACTUAL	ACTUAL	ACTUAL			
PERSONNEL SERVICES								
44940-100	COMMUNITY CENTER WAGES	84,804	86,549	90,530	90,759	57,590	90,759	93,295
44940-101	COMMUNITY CENTER WAGES-TEM	0	0	0	0	133	0	0
44940-102	COMMUNITY CENTER WAGES-OVE	0	0	0	1,830	121	1,830	1,890
44940-121	COMMUNITY CENTER PERA CONT	5,713	5,960	6,349	5,508	4,234	5,508	5,687
44940-122	COMMUNITY CENTER FICA CONT	5,033	5,078	5,283	5,741	3,437	5,741	5,901
44940-126	COMMUNITY CENTER MEDICARE	1,177	1,188	1,236	1,343	804	1,343	1,380
44940-131	COMMUNITY CENTER HEALTH IN	21,934	24,558	24,593	28,353	18,037	28,353	28,194
44940-132	COMMUNITY CENTER DENTAL IN	2,135	1,725	1,645	1,404	1,171	1,404	1,498
44940-133	COMMUNITY CENTER LIFE INSU	33	35	35	38	23	38	35
44940-134	COMMUNITY CENTER DISABILIT	0	0	0	0	0	0	0
44940-142	COMMUNITY CENTER UNEMPLOYM	396	351	63	0	0	0	0
44940-151	COMMUNITY CENTER WORKERS C	2,066	2,219	2,712	4,143	3,332	4,143	4,493
TOTAL PERSONNEL SERVICES		123,290	127,663	132,446	139,119	88,882	139,119	142,373
OFFICE EXPENSES								
44940-200	COMMUNITY CENTER OFFICE SU	286	477	672	300	9	300	300
44940-210	COMMUNITY CENTER OPERATING	44,682	46,262	46,529	47,000	23,446	47,000	48,000
44940-211	COMMUNITY CENTER MOTOR FUE	0	0	0	0	21	0	0
44940-220	COMMUNITY CENTER REPAIR &	0	0	0	0	0	0	0
TOTAL OFFICE EXPENSES		44,969	46,739	47,201	47,300	23,475	47,300	48,300
44940-210	COMMUNITY CENTER OPERATING	PERMANENT NOTES: CLEANING SUPPLIES, TOOLS, UNIFORM ALLOWANCE; ANNUAL ELEVATOR PERMIT (100) AIR HANDLER FILTERS; PAINT; GYM REFINISHING; EQUIPMENT PARTS; MATERIALS, BB NETS, FIRST AID SUPPLIES; LIGHT BULBS; SOLAR SALT; ICE MELT; VENDING (6000)proj #718						
44940-210	COMMUNITY CENTER OPERATING	CURRENT YEAR NOTES: Mats; Bulletin boards (400); Lcd Projector (800); Screen; Shelving; Vending (6000) Proj #718						
44940-210	COMMUNITY CENTER OPERATING	NEXT YEAR NOTES: Flat screen tv and cart; dvd player; planters/flowers for main entrances A & B						
PROFESSIONAL SERVICES								
44940-300	COMMUNITY CENTER PROFESSIO	16,803	18,677	19,927	22,000	13,350	22,000	22,000
44940-310	COMMUNITY CENTER CONTRACTU	0	0	0	0	0	0	0
44940-321	COMMUNITY CENTER TELEPHONE	861	836	1,420	1,200	1,167	1,200	1,200
44940-322	COMMUNITY CENTER POSTAGE	49	65	122	50	45	50	100
44940-331	COMMUNITY CENTER TRAVEL &	252	279	105	300	39	150	300
44940-340	COMMUNITY CENTER ADVERTISI	56	294	0	200	110	330	220
44940-354	COMMUNITY CENTER PRINTING	0	0	413	0	0	0	0
44940-360	COMMUNITY CENTER INSURANCE	11,572	11,983	11,376	11,500	11,260	11,260	11,500

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

217-COMMUNITY CENTER
 COMMUNITY CENTER
 EXPENDITURES

		(----- 2015 -----)					(----- 2016 -----)		
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
44940-380	COMMUNITY CENTER UTILITIES	89,765	96,692	97,570	98,000	50,175	98,000	102,000	
	TOTAL PROFESSIONAL SERVICES	119,358	128,827	130,934	133,250	76,146	132,990	137,320	
44940-300	COMMUNITY CENTER PROFESSIOPERMANENT NOTES: WASTE MANAGEMENT (5350); ELEVATOR PREVENTIVE MAINT (2,000), PREVENTATIVE MAINT BOILER (4012);OUTSIDE WINDOW WASHING; FALL SHUT DOWN/SPRING STARTUP; PRE-EMPLOYMENT PHYSICALS AS NEEDED; RPZ TESTING; BOILER LICENSES; ANNUAL ROOF INSPECTION (1600); SERVICE AGREEMENT FOR CHILLER (3600); WEED CONTROL (600); RYAN ELECTRIC; PAAPE (REPAIR AIR HANDLERS)								
44940-340	COMMUNITY CENTER ADVERTISICURRENT YEAR NOTES: BUILDING SUPERVISOR RECRUITMENT								
REPAIR & MAINTENANCE									
44940-401	COMMUNITY CENTER BLDG-REP&	27,245	13,654	13,591	22,000	7,489	22,000	22,000	
44940-404	COMMUNITY CENTER EQUIP-REP	6,703	6,858	7,737	9,000	6,902	9,000	9,000	
44940-420	DEPRECIATION	0	0	0	0	0	0	0	
44940-430	COMMUNITY CENTER MISCELLAN	0	0	0	0	0	0	0	
	TOTAL REPAIR & MAINTENANCE	33,948	20,512	21,328	31,000	14,391	31,000	31,000	
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 SCNCES								
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								
CAPITAL									
44940-510	COMMUNITY CENTER LAND ACQU	0	0	0	0	0	0	0	
44940-520	COMMUNITY CENTER BUILDING/	0	12,386	0	17,000	9,090	9,090	50,000	
44940-530	COMMUNITY CENTER IMPROVEME	0	0	0	0	0	0	0	
44940-560	COMMUNITY CENTER FURNITURE	3,788	0	0	11,300	5,157	11,300	8,300	
44940-570	COMMUNITY CTR OFFICE EQUIP	22,306	15,052	20,212	4,000	0	4,000	21,674	
	TOTAL CAPITAL	26,094	27,438	20,212	32,300	14,247	24,390	79,974	
44940-520	COMMUNITY CENTER BUILDING/CURRENT YEAR NOTES: Outfit door C with handicap entry (8500); recaulk east side windows (8500)								
44940-520	COMMUNITY CENTER BUILDING/NEXT 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								

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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

217-COMMUNITY CENTER
 COMMUNITY CENTER
 EXPENDITURES

		(----- 2015 -----) (----- 2016 -----)							
		2012	2013	2014	CURRENT	Y-T-D	PROJECTED	REQUESTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
Center kitchen and around serving counter.(69,000)									
44940-560	COMMUNITY CENTER FURNITURE CURRENT YEAR NOTES: Reupholster 100 chairs in Sr Center (7000); Replace brick in entry A with stamper concrete (4300)								
44940-560	COMMUNITY CENTER FURNITURE NEXT YEAR NOTES: Replace gym lights with T-8 lights								
44940-570	COMMUNITY CTR OFFICE EQUIP CURRENT YEAR NOTES: Add 2 indoor cameras to 1st floor hallways (4000)								
44940-570	COMMUNITY CTR OFFICE EQUIP NEXT YEAR NOTES: Replace mower (13 yrs old) with rider mower (3200); shrub trimmer (800); replace rider scrubber (17,674)								
TOTAL COMMUNITY CENTER		347,658	351,179	352,121	382,969	217,142	374,799	438,967	

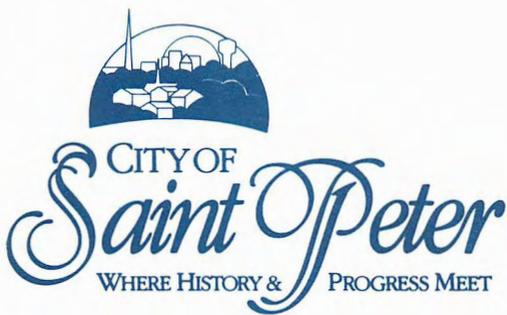
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CITY OF ST. PETER
 PROPOSED BUDGET WORKSHEET
 AS OF: SEPTEMBER 2, 2015

217-COMMUNITY CENTER
 COMMUNITY CENTER TFR
 EXPENDITURES

	2012 ACTUAL	2013 ACTUAL	2014 ACTUAL	(----- 2015 -----) CURRENT BUDGET	(----- 2015 -----) Y-T-D ACTUAL	(----- 2015 -----) PROJECTED YEAR END	(----- 2016 -----) REQUESTED BUDGET	(----- 2016 -----) PROPOSED BUDGET
<u>TRANSFERS</u>								
49300-720 TRANSFERS-OUT OPERATING TR	11,428	11,017	12,834	0	0	0	0	
TOTAL TRANSFERS	11,428	11,017	12,834	0	0	0	0	
TOTAL COMMUNITY CENTER TFR	11,428	11,017	12,834	0	0	0	0	
TOTAL EXPENDITURES	359,086	362,196	364,955	382,969	217,142	374,799	438,967	
REVENUE OVER/(UNDER) EXPENDITURES	74,573	72,001	22,674	(9,739)	24,241	8,131	(80,493)	

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Memorandum

TO: Todd Prafke
City Administrator

DATE: 9/4/15

FROM: Russ Wille
Community Development Director

RE: Revolving Loan Fund Guidelines – EDA Recommendations

ACTION/RECOMMENDATION

None needed. For your information and discussion only.

BACKGROUND

As part of the workshop on Tuesday I will provide a report on the Economic Development Authority's recommended alterations to the Revolving Loan Fund guidelines.

On August 3, 2015, the City Council considered the changes to the Revolving Loan Fund Guidelines recommended by the Economic Development Authority (EDA). Following Council review of the changes, the Council asked that the EDA reconsider the Livable Wage Requirements contained in Section 3.5 which reads as follows:

"Livable Wage Requirements": Where job creation is determined to be a requirement of the proposed financing, the minimum total wage/benefit package provided by the borrower to its employees shall be no less than 110% of the Federal Poverty Guidelines for a family of four (4) within Nicollet County as established by the U.S. Department of Housing & Urban Development."

At this time, the 110% level would calculate to a minimum wage/benefit level of \$12.82/hour. The 110% level is the requirement imposed by the Minnesota Department of Employment and Economic Development (DEED). The City could not lower the threshold, but could opt to require a higher wage/benefit level.

The EDA reviewed this issue and determined that the City Council may be better suited to review this matter and has sent the matter back to the City Council without recommendation.

At the August 3rd workshop, it was suggested that perhaps it would be appropriate to establish a wage/benefit level at a higher level. Questions were posed as to whether the \$12.82/hour wage requirement provides an ability to obtain affordable housing in Saint Peter and I was asked to undertake an analysis of Saint Peter housing costs to determine the minimum wage levels necessary to support rents charged for two bedroom units.

In conversations with Southwest Minnesota Housing Partnership (SWMHP), they explained that they would expect that the monthly income of residents would be at least 2½ times the rents charged for any particular unit.

As an example, in Park Row Crossing, two bedroom units rent for \$737 per month. Park Row Crossing is a "tax credit" housing project and rent levels are capped. According to SWMHP's formula, the prospective tenant would need an annual income of \$22,110 a year to afford the \$737 per month rate. This would calculate to a \$10.62/hour wage rate.

According to SWMHP, a household of three persons in Nicollet County could have a maximum annual income of \$38,340 and still be eligible to occupy one of the "tax credit" housing units. The tenant needs to qualify based upon their income at the time that they originally occupy the unit.

Alpine Meadows is a market rate housing project. According to the July, 2012 Housing Study, two bedroom units in Alpine Meadows rent for \$875 per month. The SWMHP formula would suggest that an annual income of \$26,250 would be required of tenants. This calculates to an hourly rate of \$12.62.

The Bungalows are another market rate housing project. The Housing Study indicates that two bedroom units in the Bungalows rent for \$795/month. An annual income of \$23,850 or \$11.47 per hour would be required of prospective tenants.

The other issue considered by the EDA was to eliminate the Façade Renovation Revolving Loan Fund and to incorporate the ability to provide the 0% renovation loans into the general Revolving Loan Fund guidelines.

The EDA is dissatisfied that the Façade Renovation Revolving Loan Program (FRRLP) lacks requirements for certain financial disclosures by the applicant. As designed in 1999, the FRRLP does not require the submission of detailed historic financials, cash flow analysis or personal financial statements which the EDA desires to allow them to adequately determine the creditworthiness of applicants.

Given that the loans are collateralized with personal guarantees, the applicant should be required to disclose their personal financial statement so that the EDA could determine the "value" of the personal guarantee.

As such, it is recommended that the Façade Renovation Revolving Loan Program be abolished and the provisions of Section 4.3 (b) of the Revolving Loan Fund guidelines be amended to add the following:

"iv. The repair or renovation of structures within the Saint Peter Commercial Historic District."

This change would allow for consideration of a 0% loan under the regular Revolving Loan Fund program. The applicant would be required to provide the appropriate financial disclosures and the EDA would be able to make a determination as to the collateralization of the note.

The goal for the City Council workshop is to review the two issues discussed above and help explain the EDA's perspective and suggested remedies.

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

RJW

ECONOMIC DEVELOPMENT AUTHORITY
REVOLVING LOAN PROGRAM GUIDELINES

1. PURPOSE:

The purpose of this document is to establish guidelines for application and administration of the City of Saint Peter Economic Development Revolving Loan Program. These guidelines are intended to insure fairness and to avoid discrimination in the application of loan procedures. However, as these policies are merely guidelines, departure from the guidelines is expected when supported by a rational basis for the departure.

2. POLICY STATEMENT:

Recognition of Needs: The City of Saint Peter recognizes the need to stimulate private sector investment in facilities and equipment in order to create / retain jobs for local residents and to upgrade facilities to maintain competitiveness and/or boost productivity; to provide affordable loans for expansion and/or rehabilitation of commercial and industrial buildings in order to maintain commercial and industrial viability of Saint Peter and the Central Business District; and to provide working capital funds to Saint Peter businesses.

3. PROJECT ELIGIBILITY:

3.1 Economic Development Revolving Loans may be used for the following purposes:

- a. Fixed asset financing (i.e. land acquisition, building construction, machinery and equipment, expansion of existing facilities, renovation and modernization of buildings, or public infrastructure needed for economic development expansions.
- b. Working capital; including inventory, supplies, accounts receivable, wages and advertising.
- c. Remodel and/or construct second story, residential facilities within the Central Business District which promotes the viability and vibrancy of the Central Business District.

3.2 Revolving loans shall be restricted to those commercial / industrial businesses located within the corporate limits of the City of Saint Peter.

3.3 Projects which propose to utilize local contractors (HVAC, plumbing & electrical), suppliers, vendors and professional service providers (accounting, engineering & legal) will be favored when applications are considered by the Economic Development Authority (EDA).

3.4 Job Creation: Projects seeking loans from the EDA which demonstrate job creation will be favored. There shall be no job creation requirements for projects undertaken within the Central Business District.

3.5 Livable Wage Requirements: Where job creation is determined to be a requirement of the proposed financing, the minimum total wage / benefit package provided by the borrower to its employees shall be no less than 110% of the Federal Poverty Guidelines for a family of four (4) within Nicollet County as established by the U.S. Department of Housing & Urban Development.

4. LOAN AMOUNT:

4.1 The maximum loan available is at the discretion of the EDA. However, the loans shall not exceed 75% of the funds on deposit in the established Revolving Loan Fund(s), net of guaranteed funds.

4.2 The aggregate of an EDA loan and private financing shall not exceed:

- a. 100% of the appraised value of the property as established by a certified appraiser, undertaken within the last six (6) months.
- b. 100% of the estimated appraisal of post-development value as established by a certified appraiser.
- c. In lieu of an appraisal, at the discretion of the EDA, a bank evaluation of value may be utilized for projects valued under \$250,000.

4.3 The standard rate of interest charged shall be established at the U.S. Prime Lending Rate as published in the Wall Street Journal.

- a. A higher rate of interest may be established for those projects determined to be of higher risk or those loans that are questionably collateralized.
- b. A lower rate of interest may be established for those projects demonstrating:
 - i. The creation of new jobs.
 - ii. Increased tax capacity resulting from new construction.
 - iii. Substantial municipal utility consumption.
 - iv. The repair or renovation of structures within the Saint Peter Commercial Historic District.

4.4 Depending upon the use of loan funds, the repayment schedule shall have the following maximum limitations. The EDA retains the right to vary from the guidelines for those loans considered to be of higher risk.

<u>Loan Purpose</u>	<u>Amortization</u>	<u>Balloon</u>	<u>Extension</u>
Real Estate / Construction	20 years	5 years	5 years
Machinery / Equipment	10 years	5 years	2 years
Working Capital	10 years	2 years	2 years

Borrowers seeking the extension of a scheduled balloon payment shall provide correspondence from the primary project lender indicating that they are unable to extend additional credit or otherwise refinance the debt to honor the balloon. The correspondence shall indicate the rationale of the decision in enough detail to be acceptable to the Community Development Director.

The Borrower seeking the extension shall also provide the EDA with a thorough review of the business financial reports which at a minimum, shall include the following:

- a. Balance sheet.
- b. Income statements.
- c. Profit / Loss statement.
- d. Personal financial report.

* ***The EDA reserves the right to require the provision of additional business financial data at the discretion of the Community Development Director.***

- 4.5 The repayment shall be negotiated between the EDA, participating private lender and the recipient. However, repayment shall normally commence the first day of the month following execution of the loan documents and the first day of subsequent months until the loan is repaid in full or until the scheduled balloon payment.

The loan will be considered to be in default after thirty (30) days have elapsed past the due date. Therefore, unless otherwise directed by the EDA or City Council, the Community Development Director shall take the following action.

- a. After thirty (30) days past due, the EDA will make contact requesting payment by written notice.
- b. After sixty (60) days past due, the EDA will meet with the borrower to discuss the delinquency and repayment options.
- c. After ninety (90) days past due, the EDA will initiate collection efforts.

- 4.6 In rare occasions where a commitment is made for a future loan, no more than 75% of the funds on deposit shall be committed and loan commitments shall expire after six (6) months.

- 4.7 **Maximum Loans:** The maximum loan per business is \$500,000, subject to the limitation of Section 4.2 of this document.

- 4.8 **EDA Guarantee of Bank Financing:** If a subject borrower has no outstanding loans with the EDA, the Authority may consider a guarantee of bank financing which shall not exceed the limits of Sections 4.2, 4.4 and 4.7 of this document.

5. REGULATIONS FOR IMPROVEMENTS:

All construction, renovations and repairs shall be completed in conformance to the codes, standards and practices required by municipal ordinance, state statute or federal rule or law.

6. LOAN SECURITY:

6.1 Loans provided to purchase, construct, renovate, expand or improve real property shall be secured by a first or second mortgage recorded against the property.

6.2 Where applicable, loans shall be personally guaranteed by all of those that own 25% or more of the recipient business.

6.3 Loans provide to finance the purchase of machinery, fixtures, furnishings and equipment shall be secured by a UCC Financing Statement filed with the Minnesota Secretary of State's office.

6.4 Loans provide to purchase, construct, renovate or improve real estate shall be insured for its full replacement cost and the EDA shall be designated as a loss payee of the insurance policy.

6.5 The EDA may require that the borrower provide an insurance policy on the life of those individuals determined to be key employees or vital to the ongoing success of the recipient business. The benefit of the policy shall be payable to the EDA in an amount equal to the outstanding balance of the revolving loan.

7. TIMING OF PROJECT EXPENSES:

7.1 In the absence of lien waivers provided by each contractor, subcontractor and vendor, building construction may not commence until all the required permits are secured.

7.2 Projects costs incurred before the final loan approval may be considered to be eligible loan expenditures at the discretion of the EDA.

8. LOAN APPLICATION AND APPROVAL:

8.1 Revolving loan applicants shall meet with the Community Development Director to obtain information regarding the revolving loan application and to discuss the eligibility and preliminary project details.

8.2 A completed application and supplementary materials and exhibits shall be submitted to the Community Development Director for initial review and consideration. Applications received by the 5th of the month shall be considered and reviewed by the EDA at their next regular meeting.

9. PROJECT REVIEW:

- 9.1 The Community Development Director shall review each application in terms of its proposed activities in relation to its impact on the Saint Peter economic community. The Director shall prepare a loan report and make a recommendation of approval or denial to the EDA.
- 9.2 After receipt of the project cost summary or estimates, applicant's historical financial data, future financial projections and cash flow analysis, the EDA will evaluate and review the application in terms of the following:
- a. Project Design: Evaluation of project design will include review of proposed activities, timelines and capacity to implement.
 - b. Financial Feasibility: Availability of funds, private involvement, financial packaging and effectiveness.
 - i. Project financing provided by a conventional lender and/or applicant equity shall equal at least 60% of the identified project costs.
 - ii. EDA financing shall not exceed 40% of the identified project costs.
 - iii. The applicant shall demonstrate the ability to contribute at least 10% of the identified project costs in the form of cash or equity.
 - c. At the discretion of the EDA, the applicant may be obligated to seek technical assistance from the Small Business Development Center as a condition of loan approval.
 - d. Commitment letters from all participating lenders must be included in the submitted application. The commitment letter shall identify the terms and conditions of the approved bank financing.
- 9.3 All application failing to meet the minimum threshold standards may be reviewed on a case-by-case basis. The EDA reserves the right to waive certain requirements of this program and may request additional information and documentation as deemed necessary and appropriate.
- 9.4 Following their review and consideration, the EDA shall make a non-binding recommendation to the City Council as to whether the loan shall be approved or denied. The final decision of loan approval or denial is to be made by the City Council.

10 ORIGINATION:

- 10.1 The loan closing will be administered by the Community Development Director or their designee.
- 10.2 The loan recipient shall be charged a loan origination fee equal to 1% of the loan amount. The fee shall be paid at closing.

11. RELEASE:

- 11.1 Upon receipt of full and final repayment of the Promissory Note, the Community Development Director shall prepare, execute and deliver the appropriate loan satisfaction documents and shall provide for the release of all EDA guarantees, security and collateral.
- 11.2 In the event that a co-borrower wishes to be released from the obligations of the executed Promissory Note, security agreement or personal guarantee, the applicant shall complete the following requirements.
 - a. The party wishing to be released shall meet with the Community Development Director to obtain information regarding the partial release from the promissory note, security agreement or guarantee.
 - b. A completed application form, together with a processing fee of \$200 must be submitted to the EDA prior to review and consideration.
 - c. The partial release application will be reviewed by the Community Development Director to determine if it conforms to all EDA policies (ordinances) and to consider the following:
 - i. Whether the loan will retain its priority after release of the requester.
 - ii. Whether the security (collateralization) of the loan will be unreasonably adversely impacted by the release.
 - iii. The remaining parties must qualify under the EDA loan guidelines.

DUE DILLIGENCE

FINANCIAL RATIOS GUIDE FOR BUSINESS APPLICATIONS:

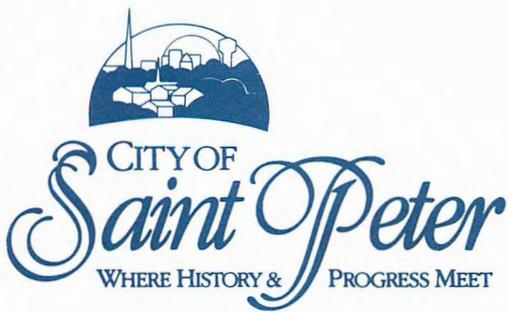
1. CURRENT RATIO: (total current assets / total current liabilities).
 - a. A rough indication of the firm's ability to service its current obligations.
 - b. The higher the ratio the better.
 - c. Liquidity ratio (ability to meet current obligations).
2. EARNINGS BEFORE INTREST AND TAXES: (EBIT / annual interest expense).
 - a. Measures a firm's ability to meet interest payments.
 - b. The higher the ratio the better.
 - c. Coverage ratio: (ability to service debt).
3. DEBT TO WORTH: (total liabilities / tangible net worth).
 - a. Shows how much protection the owners are providing the creditors.
 - b. A lower number provides more safety to creditors.
 - c. Leverage ratio (protection given to creditors by borrowers).

The Community Development Director should consult with the participating private lender to receive Robert Morris & Association (RMA) ratios for new or existing businesses. The bank can print the appropriate pages from the RMA guides and allow for the Director to undertake the

determination and present the findings to the EDA as part of the loan review. The presentation to the EDA should consist of a narrative with ratios showing the strengths and weaknesses of the credit.

Additionally, the following shall accompany any application for EDA financing:

1. Business Plan
 - a. Description of business.
 - b. Ownership
 - c. Date established.
 - d. Products / Services.
 - e. Management
 - f. Future Plans
2. Personal Financial Statement(s) from the borrower(s).
3. Two years business financial history
 - a. Balance Sheets
 - b. Income Statements
 - c. Profit / Loss Statements
4. Financial projections (3 years).
5. Letters of commitment from private lenders.
6. Bids / Quotes
7. Appraisal (when applicable).
8. Resumes of ownership / management.
9. Credit agency reports on applicants.
10. Federal Tax Filings (past two years).



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 9/3/15

FROM: Todd Prafke
City Administrator

RE: Part-time Employee Introductory Period Policy Modification

ACTION/RECOMMENDATION

None needed. For your information and discussion.

BACKGROUND

Members may recall two previous discussions about this policy in the last year or so. You may also recall that back in 2012 we made a change to this provision of your personal policy. At that time we were looking to make the appropriate change based on a few goals as follows:

- Treat your employees in a manner that the Council felt was fair and equitable.
- Find balance in the rules that covers a very wide array of work situations.
- Ensure that any policy change made sense relative to full-time employee rules.
- Understand any budget implications to any change.

The proposed change is to more equitably move new part-time employees from their Introductory Period (probationary status) to regular status and receive their end of probation pay increase. Prior to the last change in 2012, part-time employees moved from probationary status to regular status after six months of employment. That timeline was used regardless of how many hours the part-time employee worked and often this resulted in large differentials in the hours of work when employees moved to regular status. With the change in 2012, part-time employees are on a timeline that is generally 1,040 hours worked or one year, whichever comes first, to move from probationary status to regular status.

To meet our goals, and based on Council input, a modified policy has been proposed. If the modified policy is approved employees will be eligible to move to regular status after they have worked 520 hours or worked for one year, whichever comes first. 520 hours is the equivalent of a full-time employee working three months. One could argue that this is an unfair benefit to PT employees however generally these PT positions do not require technical training or licensure, but are nonetheless important to many of your operations. In some of these positions the one year wait is completed prior to the 520 hours, just because many of these positions get very few hours on any regular basis. Members may note this is a change in our view on this issue based in part on our experience under the 1,040 hours policy. Please note this would not include employees that are hired on a seasonal or temporary basis.

A copy of the red line policy is attached for your review.

Members should know that we have a couple of PT employees that currently have more than 520 hours but less the 1,040 and have not been with you a full year. So passage of this change would move them off probationary status providing a slight pay increase earlier than anticipated. The fiscal impact of this is very small as the wages and increases in those positions are very small. Your probationary increase is usually 1.8% or is stipulated in positions that have a pay scale.

This change is good for us in that it provides for additional uniformity within our human resources efforts and clarity for all employees. This helps employees feel better about their work and, arguably, improves work product.

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

TP/bal

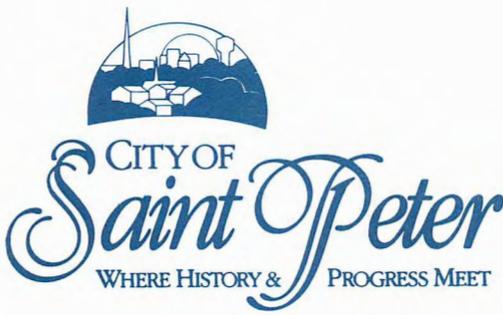
VII. EMPLOYMENT PROCEDURES AND POLICIES.

Introductory Period. The first six months of employment will be regarded as an introductory period for all full-time employees. The introductory period for all part-time employees shall be equivalent to a period of ~~5201,040~~ hours worked or one (1) year, whichever occurs first. The period will be used to evaluate the employee's ability to perform job functions and complete work assignments as well as to evaluate the employee's overall suitability for employment with the City of Saint Peter. During the introductory period, an employee may be dismissed if the employee is, in the opinion of the Supervisor and/or Department Director, unable to perform the required job functions in a satisfactory manner or if the employee's conduct is inappropriate. At the discretion of the City Administrator, an employee's introductory period may be extended for further evaluation of the employee but will in no case extend beyond twelve (12) months from the starting employment date. This extension of the introductory period, disciplinary action during the introductory period, or termination during the introductory period are not subject to the grievance procedures of this or any other policy except as may be required during Minnesota Statutes or federal law.

*The above paragraph modified by the City Council on December 10, 2012

Vacation and sick leave benefits will accrue at the appropriate rate for an employee during the introductory period but only sick leave may be used until the employee has successfully completed the introductory period.

Employees transferred or promoted to a different position will be considered to be subject to this introductory period in all respects except as regards the vacation and sick leave use prohibition.



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 9/3/15

FROM: Todd Prafke
City Administrator

RE: City/School Show and Tell Preview

ACTION/RECOMMENDATION

None needed. For your information only.

BACKGROUND

Time has been included on the workshop agenda for a Councilmember preview of the City/School District Show and Tell event being held on September 9th from 6-8 pm at the Senior Center.

The workshop packet includes a few artist renderings of the proposed new school and a site plan that will be displayed for the public at the Show and Tell event.

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

TP/bal

SOUTHEAST PERSPECTIVE



ADMINISTRATION ENTRANCE

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SITE PLAN

h11



LEGEND

	PICNIC SHELTER		SOCCER FIELD
	RESTROOM		TENNIS COURTS
	RESTROOM / CONCESSIONS		FUTURE FOOTBALL / TRACK STADIUM
	CHILDREN'S PLAY AREA		FUTURE TENNIS COURTS
	TWO STALL GARAGE		STORAGE WATER POND
	SLOW PITCH SOFTBALL FIELD		INFILTRATION BASIN
	FAST PITCH SOFTBALL FIELD		PLAYABLE AREA (360' X 225')
	BASEBALL FIELD		PLAYABLE AREA (185' X 135')
			PHASE 1 CONSTRUCTION LIMIT



SAINT PETER HIGH SCHOOL