

**City of New  
Brighton  
2015  
Budget**

**City of New Brighton  
2015 BUDGET  
General Fund Summary**

	2012	2013	2014	2014	Projected 2014	2015	% Change 14/15	2015	% Change 14/15	2015	% Change 14/15
	Actual	Actual	Amended Budget			Dept. Requested Budget		City Mgr Recommend Budget		Adopted Budget	
Property Taxes	7,234,234	7,431,703	6,794,300	0	6,794,300	6,925,000	1.92%	6,925,000	1.92%	6,925,000	1.92%
Licenses	133,638	127,753	125,300	115,028	123,870	122,400	-2.31%	122,400	-2.31%	122,400	-2.31%
Permits	348,947	388,453	450,900	95,654	450,900	500,000	10.89%	500,000	10.89%	500,000	10.89%
Fines	67,468	58,880	65,000	17,026	65,000	65,000	0.00%	65,000	0.00%	65,000	0.00%
Intergovernmental	598,301	655,575	1,153,600	22,425	1,195,397	1,270,800	10.16%	1,283,600	11.27%	1,283,600	11.27%
Charges for Services	3,772,293	3,894,219	3,859,800	1,326,772	3,883,550	3,981,900	3.16%	3,981,900	3.16%	3,981,900	3.16%
Investment Income	29,002	(204,956)	50,000	11,461	51,000	55,000	10.00%	55,000	10.00%	55,000	10.00%
Miscellaneous/Other	303,818	273,674	278,100	260,651	278,100	288,600	3.78%	288,600	3.78%	288,600	3.78%
Transfers In	0	0	88,600	88,600	88,600	30,600	-65.46%	30,600	-65.46%	30,600	-65.46%
Use of Reserves	0	0	336,000	0	136,800	211,600	-37.02%	211,600	-37.02%	211,600	-37.02%
<b>Total Revenue</b>	<b>12,487,701</b>	<b>12,625,301</b>	<b>13,201,600</b>	<b>1,937,617</b>	<b>13,067,517</b>	<b>13,450,900</b>	<b>1.89%</b>	<b>13,463,700</b>	<b>1.99%</b>	<b>13,463,700</b>	<b>1.99%</b>
Admin	669,278	716,613	733,600	253,225	730,600	727,300	-0.86%	727,600	-0.82%	727,600	-0.82%
Legal	91,505	85,949	105,000	28,798	105,000	125,000	19.05%	125,000	19.05%	125,000	19.05%
Central Services	165,472	163,670	146,600	57,196	163,000	167,400	14.19%	167,400	14.19%	167,400	14.19%
Finance	523,614	509,386	541,800	167,027	519,800	542,000	0.04%	548,600	1.26%	548,600	1.26%
Elections	42,728	26,961	54,300	6,776	54,300	48,200	-11.23%	65,900	21.36%	65,900	21.36%
License Bureau	119,341	121,701	148,000	40,648	146,600	152,100	2.77%	152,000	2.70%	152,000	2.70%
Community Dev	653,006	613,980	721,500	213,464	721,400	807,700	11.95%	799,300	10.78%	799,300	10.78%
Recycling	209,604	218,283	230,000	56,674	227,900	235,800	2.52%	248,600	8.09%	248,600	8.09%
Parks	933,106	962,012	1,034,800	287,642	1,026,400	987,100	-4.61%	996,800	-3.67%	996,800	-3.67%
Forestry	95,114	114,066	112,400	9,052	131,500	202,500	80.16%	198,800	76.87%	198,800	76.87%
Recreation	546,998	587,023	617,800	165,256	617,200	647,300	4.78%	650,400	5.28%	650,400	5.28%
CC	1,103,894	1,160,259	1,232,900	343,050	1,237,500	1,315,800	6.72%	1,320,700	7.12%	1,320,700	7.12%
Police	3,857,342	3,936,040	4,197,900	1,317,965	4,193,100	4,489,500	6.95%	4,532,200	7.96%	4,532,200	7.96%
Fire	813,854	812,908	822,500	250,529	825,700	936,100	13.81%	894,200	8.72%	894,200	8.72%
Engineering	384,223	411,849	428,700	129,332	428,700	432,000	0.77%	377,300	-11.99%	377,300	-11.99%
Streets	288,571	288,405	296,600	80,005	296,600	303,700	2.39%	305,900	3.14%	305,900	3.14%
Garage	583,447	594,430	551,500	178,617	551,500	568,300	3.05%	543,700	-1.41%	543,700	-1.41%
Transfers Out	1,124,950	1,258,405	1,225,700	172,000	1,219,500	846,700	-30.92%	892,900	-27.15%	892,900	-27.15%
Turnover Ratio	0	0	0	0	0	(83,600)	#DIV/0!	(83,600)	#DIV/0!	(83,600)	#DIV/0!
<b>Total Expenses</b>	<b>12,206,047</b>	<b>12,581,940</b>	<b>13,201,600</b>	<b>3,757,256</b>	<b>13,196,300</b>	<b>13,450,900</b>	<b>1.89%</b>	<b>13,463,700</b>	<b>1.99%</b>	<b>13,463,700</b>	<b>1.99%</b>
<b>Net Rev over Exp</b>	<b>281,654</b>	<b>43,361</b>	<b>0</b>	<b>(1,819,639)</b>	<b>(128,783)</b>	<b>0</b>		<b>0</b>		<b>0</b>	

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## ADMINISTRATION

### Service Description

The City Manager's Office is responsible for overseeing service delivery and operations for all municipal departments. It supports the Mayor and City Council's policy-making responsibilities and supports the Council decision making process through the preparation of Council agendas and supporting materials. The City Manager is responsible for ensuring that Council policy directions are implemented in a timely and professional manner. This department handles all human resources and labor relation activities, including personnel hiring and firing, staff evaluations, contract negotiations, benefits review and administration, and staff training.

- Ensures that the Strategic Plan is implemented successfully by the City.
- Provide leadership & support to Council
- Manage human resource related functions and organizational trainings
- Ensure effective communication with the public and staff
- Collaborate and liaison with organizations, community groups, and neighboring cities
- Promote & enhance efficiencies and responsiveness in the City
- Encourage citizen engagement

In 2013, the City Council approved the implementation of a strategic plan. The City Council adopted the following strategic priorities for the City:

1. Financial Sustainability;
2. Effective Governance;
3. Community Engagement;
4. Economic Development;
5. Operational Excellence;
6. Workforce Engagement and Development.

The City's strategic plan also includes key performance indicators (KPI's), measurements, targets, and strategic initiatives that the City Manager is responsible for managing and successfully achieving the goals and objectives that are defined in this plan. The intent of the strategic plan is to safeguard and sustain future success for the City. The Strategic Plan or Budget is developed and recommended to the City Council. The Mayor and Council direct the City Manager and staff on the final form of the budget and the resulting tax levy.

Administration staff manages marketing and communication efforts with the public. Staff produces newsletters, news releases, flyers, and other communication efforts, including the City webpage, and cable TV programming. Municipal events are coordinated through this office, with staff interacting with various community groups.

The City Manager's shared office staff functions as the City Hall receptionist to the public on the phone and in person. Office Assistants provide front desk staffing for Administration, Community Development, and Engineering, being the first point of contact with customers at City Hall. Administration staff supports building permits and inspection services as well.

The City Manager's Office, in conjunction with the City Council, is active in monitoring and participating in legislative activities, and professional liaison work. City Advisory Commission members and other municipal volunteers are recruited and processed through Administration.

The City's technology efforts are the responsibility of the City Manager's Office. This includes the maintenance and development of the City's network computer system, telephone systems, and other technology-related services and equipment that are maintained by the IT Department.

The City belongs to many local, regional, state, and national organizations and associations that focus on the needs of municipalities. The City Manager's office manages these memberships. The Mayor, City Council, and City Manager are all actively involved in these types of activities and the leadership of these associations throughout the year.

### Personnel Status

Administration Positions	FTE	FTE	FTE	FTE
	2012	2013	2014	2015
City Manager	1	1	1	1
Assistant to the City Manager	1	1	1	0
Management Analyst/HR Specialist	0	0	0	1
City Clerk	0	0	0	1
Office Assistant	1	1	1	1
Office Assistant (2015 Moved to CD)	1	1	1	0
Office Assistant Seasonal	0	0	0.25	0
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4.25</b>	<b>4</b>

### Proposed Changes to Service Level or Revenue

The 2015 budget includes the creation of a City Clerk position. The City Clerk would be responsible for council and commission meeting packet preparation, managing the City's local, state, and federal elections, and managing the City's permanent records, and data record retention schedule. A Management Analyst position would be created as well in 2014 and continue with the department forward into 2015 and beyond. This position will provide research, project management, and HR support. One Office Assistant will be moving to the Community Development Department and out of the Administration Department. Two positions; the Assistant to the City Manager (1 FTE) and the Seasonal Office Assistant (.25 FTE) have been eliminated to afford the newly created positions of Clerk and Management Analyst. The other positions in the Administration Department would remain the same in 2015.

In April 2012, the City began providing human resource consultant services to the City of St. Anthony. This agreement will continue in 2015 and the expenditures are also offset by revenue generated.

## **Strategic Opportunities and Challenges**

- The continued implementation of the three year strategic plan that was adopted by the City Council in 2013.
- Managing recent transition and changes of various key positions such the Finance Director, the Utility Billings Clerk, City Clerk, Management Analyst and the elimination of the Assistant to the City Manager position.
- The City Manager's office will continue to search for and be open to joint powers/shared service type relationships with other public organizations in an effort to provide cost effective services. One such example is to explore providing building inspection services to the City of Saint Anthony Village.
- The recruitment of personnel is costly and intensive. The use of more cost effective techniques, such as the internet, continues to enhance our efforts to reach the public.
- A significant challenge will relate to maintaining active engagement in legislative policy discussions that impact New Brighton, especially regarding financial issues. As a fully developed community, New Brighton tax base is very stable. However, as a result, it is also very sensitive to variations in revenue streams. One of New Brighton's objectives is to strive to have a diversified revenue base that is sensitive to community demographics and is stable in meeting the community's long term needs.
- The City continues to move towards digital record keeping with the implementation of its laserfische and scanning system; in 2008 the Council packets were made available on the City's website and the City has begun outsourcing the scanning of other City records.

**2015 BUDGET  
ADMINISTRATION  
101-41112**

	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015 Dept.		2015 City Mgr		2015		
						Requested Budget	% Change 14/15	Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15	
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	342,481	352,325	370,400	109,199	360,000	342,900	-7.42%	342,900	-7.42%	342,900	-7.42%
Overtime	1110	129	0	0	2,600	4,000	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Severance Pay	1400	(38)	3,328	900	0	900	1,500	66.67%	1,500	66.67%	1,500	66.67%
Mileage	1500	4,800	4,800	4,800	1,600	4,800	4,800	0.00%	4,800	0.00%	4,800	0.00%
FICA	1640	25,749	26,028	27,900	8,445	27,900	25,600	-8.24%	25,600	-8.24%	25,600	-8.24%
PERA	1645	22,767	23,411	25,000	7,536	25,000	24,400	-2.40%	24,400	-2.40%	24,400	-2.40%
Insurance	1650	34,402	39,493	46,100	14,883	46,100	45,000	-2.39%	45,000	-1.74%	45,300	-1.74%
Workers Compensation	1660	1,800	1,900	2,200	732	2,200	2,200	0.00%	2,200	0.00%	2,200	0.00%
CC Membership	1675	875	1,724	1,000	517	1,000	600	-40.00%	600	-40.00%	600	-40.00%
<b>TOTAL</b>		<b>432,965</b>	<b>453,009</b>	<b>478,300</b>	<b>145,512</b>	<b>471,900</b>	<b>447,000</b>	<b>-6.54%</b>	<b>447,300</b>	<b>-6.48%</b>	<b>447,300</b>	<b>-6.48%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	1,041	1,579	2,300	355	2,500	2,500	8.70%	2,500	8.70%	2,500	8.70%
Books & Periodicals	2250	449	905	800	0	1,000	1,000	25.00%	1,000	25.00%	1,000	25.00%
Small Equipment	2280	0	0	800	0	800	800	0.00%	800	0.00%	800	0.00%
<b>TOTAL</b>		<b>1,490</b>	<b>2,484</b>	<b>3,900</b>	<b>355</b>	<b>4,300</b>	<b>4,300</b>	<b>10.26%</b>	<b>4,300</b>	<b>10.26%</b>	<b>4,300</b>	<b>10.26%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	26,906	36,509	25,000	9,103	25,000	25,000	0.00%	25,000	0.00%	25,000	0.00%
Arbitration	2,500											
Health Partners-EAP	1,500											
ABG of Red Wing	16,000											
Annual Council-Department Retreat	3,500											
ABG-COBRA Administration	1,500											
Promotions	3309	1,376	2,035	8,000	0	8,000	8,000	0.00%	8,000	0.00%	8,000	0.00%
Annual Town Hall Meeting	1,800											
Annual Neighborhood Meetings	200											
Annual Employee Recognition Breakfast	5,000											
Misc Promotional Activities for the City	1,000											
Postage	3330	1,800	387	2,000	400	2,000	2,000	0.00%	2,000	0.00%	2,000	0.00%
Printing & Publishing	3340	7,339	9,086	8,100	1,547	8,100	15,000	85.19%	15,000	85.19%	15,000	85.19%
Legal Postings	3,000											
Printing-In the Neighborhood (3 times/yr-\$675.00 Per Issue)	2,500											
Andy Solvedt-TECKNA-N/letter Layout-Annual Report	3,000											
Neighborhood Meeting Postcards	1,500											
Annual Report Printing	5,000											
Memberships & Dues	3360	131,367	133,547	142,600	67,008	142,600	155,100	8.77%	155,100	8.77%	155,100	8.77%
Community Partners w/Youth	12,000											
Northeast Youth and Family Services	36,850											
North Suburban Communication Commission (Cable)	59,000											
North Metro Mayors Association	4,500											
League of MN Cities	17,100											
Assoc. of Metro Municipalities	7,600											
Nat'l League of Cities	2,500											
I-35W Corridor Coalition	4,500											
ICMA	2,000											
Ramsey County League of Local Government (RCLLG)	1,500											
MAMA-Lotter	50											
MPELRA - Johnson	200											
MCMA - Lotter/Johnson	300											
MAMA-Johnson	50											
IPMA - HR Johnson	150											
Twin City North Chamber	300											
Training	3370	5,515	10,634	9,000	5,224	10,000	10,000	11.11%	10,000	11.11%	10,000	11.11%
Recruitment Costs	3373	0	480	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Subsistence	3375	8,952	8,454	9,000	4,530	9,000	9,000	0.00%	9,000	0.00%	9,000	0.00%
Travel	3380	3,261	1,545	3,500	1,325	3,500	3,500	0.00%	3,500	0.00%	3,500	0.00%
Risk Mgmt. Internal Charge	3563	5,600	5,400	4,400	1,468	4,400	4,000	-9.09%	4,000	-9.09%	4,000	-9.09%
Info Tech. Internal Charge	3564	30,400	31,200	30,800	10,268	30,800	31,900	3.57%	31,900	3.57%	31,900	3.57%
Other Services	3590	12,307	21,843	8,000	6,485	10,000	11,500	43.75%	11,500	43.75%	11,500	43.75%
First Lab-Qtrly CDL Alcohol/Drug Testg	1,000											
Pre-Employment Physical Exams	1,000											
Return to Work Physical Exams	500											
Misc Consultation/Services	5,000											
Other Expenses	4,000											
Audit & Financial	3701	0	0	0	0			#DIV/0!		#DIV/0!		#DIV/0!
<b>TOTAL</b>		<b>234,823</b>	<b>261,120</b>	<b>251,400</b>	<b>107,358</b>	<b>254,400</b>	<b>276,000</b>	<b>9.79%</b>	<b>276,000</b>	<b>9.79%</b>	<b>276,000</b>	<b>9.79%</b>
<b>TOTAL</b>		<b>669,278</b>	<b>716,613</b>	<b>733,600</b>	<b>253,225</b>	<b>730,600</b>	<b>727,300</b>	<b>-0.86%</b>	<b>727,600</b>	<b>-0.82%</b>	<b>727,600</b>	<b>-0.82%</b>

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## LEGAL

### **Service Description**

The City of New Brighton benefits from the maintenance of professional legal services, both in the area of civil and criminal legal matters. The City retains the services of Kennedy and Graven for civil matters. The City also utilizes the law firm of Hughes and Costello for municipal prosecution matters. On occasion, the City needs other legal services associated with special matters, such as environmental or personnel issues. On these occasions, other legal consultants are contracted.

### **Proposed Changes to Service Level or Revenues**

The current budget situation requires a more stringent management strategy for the legal services received by the City. While no formal service level changes are proposed in this area, staff has been directed to reduce, wherever feasible, the use of our City Attorney. Obviously, where real or potential legal exposure exists, or where a formal legal opinion is required, the City Attorney will be used as necessary. The City has implemented the practice of not requiring the City Attorney at City Council meetings, except where the potential for a legal problem could arise.

### **Personnel Status and Strategy**

This department does not have any direct personnel costs

### **Strategic Opportunities and Challenges**

Ongoing management regarding the extent of legal services will continue. The City of New Brighton currently benefits from excellent contracted legal services, in all areas, yet strives to be conservative in the extent of their use. It will be important to try to minimize the level of legal services necessary. This is accomplished through regular review of needs and issues that can be resolved without the use of legal help.

**2015 BUDGET  
LEGAL  
101-41115**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Budget	14/15	Adopted Budget	14/15
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3703	91,505	85,922	103,000	28,798	103,000	123,000	19.42%	123,000	19.42%	123,000	19.42%
Prosecuting Attorney	57,750											
City Attorney top hourly rate is \$151	65,250											
Other Services	3590		27	2,000	0	2,000	2,000	0.00%	2,000	0.00%	2,000	0.00%
TOTAL		91,505	85,949	105,000	28,798	105,000	125,000	19.05%	125,000	19.05%	125,000	19.05%
TOTAL		91,505	85,949	105,000	28,798	105,000	125,000	19.05%	125,000	19.05%	125,000	19.05%

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## CENTRAL SERVICES

### **Service Area Description**

This general budget section provides a location for the City to fund items and activities that impact the entire organization. It includes such things as utilities and postage expenses. It also provides for City Hall maintenance costs and certain equipment maintenance contracts. Historically, this department area has also provided nominal appropriations for special studies that have an impact on the entire organization.

### **Proposed Changes to Service Level or Revenue**

- There are not any proposed changes to service levels or revenues in this area.

### **Personnel Status and Strategy**

This budget area does not include any specific personnel.

### **Strategic Opportunities and Challenges**

- Maintenance expenses for municipal facilities are a significant and important responsibility.

**2015 BUDGET  
CENTRAL SERVICES  
101-41119**

		2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	2015	2015	2015	2015	
							Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	39,612	41,163	30,000	12,922	35,000	40,000	33.33%	40,000	33.33%	40,000	33.33%
Small Equipment	2280	30	903	1,000	2	500	1,000	0.00%	1,000	0.00%	1,000	0.00%
<b>TOTAL</b>		<b>39,642</b>	<b>42,066</b>	<b>31,000</b>	<b>12,924</b>	<b>35,500</b>	<b>41,000</b>	<b>32.26%</b>	<b>41,000</b>	<b>32.26%</b>	<b>41,000</b>	<b>15.49%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	16,767	8,235	7,500	2,647	10,500	10,000	33.33%	10,000	33.33%	10,000	33.33%
Time Savers-Secretarial Services	8,000											
Other Studies	2,000											#DIV/0!
Community Survey	0											
Electricity	3318	21,087	24,287	24,100	3,858	23,000	25,800	7.05%	25,800	7.05%	25,800	7.05%
Natural Gas	3319	6,873	8,682	10,600	2,881	10,600	9,200	-13.21%	9,200	-13.21%	9,200	-13.21%
Postage	3330	13,380	16,193	14,000	8,929	14,000	15,000	7.14%	15,000	7.14%	15,000	7.14%
City Newsletters	2,500											
Neighborhood Meetings	2,000											
Town Hall Meeting	2,500											
General Postage	8,000											
Printing & Publishing	3340	0	0	300	0	300	300	0.00%	300	0.00%	300	0.00%
Cleaning	3350	19,507	18,667	19,600	4,318	19,600	19,600	0.00%	19,600	0.00%	19,600	0.00%
Waste Removal	3351	1,516	1,473	1,800	542	1,800	1,800	0.00%	1,800	0.00%	1,800	0.00%
Subscrip/Member Dues	3360	217	137	300	0	300	300	0.00%	300	0.00%	300	0.00%
Buildings & Grounds	3510	19,608	20,390	15,000	15,078	25,000	20,000	33.33%	20,000	33.33%	20,000	33.33%
HVAC	10,000											
Elevator	2,000											
Furnishings	3,000											
Miscellaneous	5,000											
Non-Fleet Internal Charge	3561	23,900	16,600	17,900	5,968	17,900	19,400	8.38%	19,400	8.38%	19,400	8.38%
Other Services	3590	2,975	6,940	4,500	51	4,500	5,000	11.11%	5,000	11.11%	5,000	11.11%
<b>TOTAL</b>		<b>125,830</b>	<b>121,604</b>	<b>115,600</b>	<b>44,272</b>	<b>127,500</b>	<b>126,400</b>	<b>9.34%</b>	<b>126,400</b>	<b>9.34%</b>	<b>126,400</b>	<b>9.34%</b>
<b>TOTAL</b>		<b>165,472</b>	<b>163,670</b>	<b>146,600</b>	<b>57,196</b>	<b>163,000</b>	<b>167,400</b>	<b>14.19%</b>	<b>167,400</b>	<b>14.19%</b>	<b>167,400</b>	<b>14.19%</b>

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## FINANCE

### • FINANCE, ELECTIONS, LICENSE BUREAU

#### Service Description

The Finance Department performs a vital role for the City to implement its *Vision to be the preferred place, to live, work and play*. Through its efforts with accounting, financial reporting processes, and system of internal controls the City's *Value - Accountability & Integrity in Service Delivery* and the City's *Mission – By working in partnership with our citizens, we are committed to guaranteeing that their investment in New Brighton will be protected and will be returned to them in financial and social dividends* are achieved. Specifically, the Finance Department's support services include processing accounts payable, accounts receivable, payroll, maintaining the City's investment portfolio, recordkeeping for our capital assets and infrastructure, and accounting and financial reporting. It is also heavily involved in the preparation of the City's annual budget and long-range financial plans. Finance oversees the City's debt management and obtaining comprehensive property, liability and workers compensation insurance coverage. The Department coordinates the annual audit of the City's financial transactions, accounting records, and annual financial statements. The City has received the Certificate of Achievement for Excellence in Financial Reporting for its annual financial reports for twenty-three consecutive years. The Government Finance Officers Association of the United States and Canada presents this prestigious award to those governments whose annual financial reports achieve the highest standards in government accounting and financial reporting.

- Provide financial management of City resources
- Manage finances of City utilities, including utility billing
- Operate the License Bureau
- Coordinate the preparation of the annual operational budgets
- Prepare financial reports including the annual financial statements
- Manage the capital budgets and other long-term financial plans
- Perform debt management responsibilities
- Perform accounting duties, such as payroll, accounts payable, and accounts receivable

In addition to the General Fund, five enterprise operations and six internal service operations are supported by the Finance Department. The City maintains enterprise funds to account for the operations of the Water, Sewer and Stormwater utilities, Street Lighting and the municipal Golf Course. Enterprise funds are used by governmental units to account for services provided to the general public on a user charge basis. The Finance Department prepares a rate study to ensure that utility rates are sufficient to cover the cost of providing the services. Activities and operations that provide services to departments of the City on a cost reimbursement basis are accounted for by internal service funds. The six internal service funds

of the City are Risk Management, Compensated Absences, Fleet Replacement, Non-Fleet Replacement, Pavement Management and Information Technology.

The accounts receivable function includes utility billing. Water meters are read and customers are billed on a quarterly basis. The City Council approves utility rates after considering the recommendations given in the rate study. Changes in utility rates are implemented according to their adopted resolution. Sanitary sewer is not a metered service. Sewer rates are determined by the amount of water consumed during the respective customer's winter quarter. Each year the accounts receivable clerk will recalculate each customer's quarterly sewer charge.

New Brighton's License Bureau operations are the responsibility of the Finance Department. The operations facilitate the sale of Minnesota motor vehicle license plates and tabs, DNR fishing and hunting licenses, and processing of motor vehicle title transfers. The City retains a small portion of the fees with the vast majority going to the State. The City's License Bureau revenues exceed its operating costs. This net contribution provides an alternative revenue source to the overall General Fund budget, thereby reducing a little pressure on the operating tax levy.

### Proposed Changes in Service Level or Revenue

- Research financial systems software for potential replacement. Converting to new financial systems software is anticipated to be a very significant effort during the next couple of years.

### Personnel Status and Strategy

	# of People	Position	FTE 2012	FTE 2013	FTE 2014	FTE 2015
<b>Full-Time</b>						
	1	Director	1.00	1.00	1.00	1.00
	1	Assist. Finance Director	1.00	1.00	1.00	1.00
	1	Accountant 2	1.00	1.00	1.00	1.00
	1	Accountant 1	1.00	1.00	1.00	1.00
	1	Utility Billing Clerk	1.00	1.00	1.00	1.00
	1	Office Assistant.	1.00	1.00	1.00	1.00
	1.5	License Bureau Clerk	1.00	1.00	1.50	1.50
<b>Total</b>	<b>7.5</b>		<b>7.00</b>	<b>7.00</b>	<b>7.50</b>	<b>7.50</b>

### Strategic Opportunities and Challenges

- Continued efforts will be required to refine, update and implement our long-term financial strategies, such as the long-term capital assets financing plan for replacement of our vehicles and equipment as part of the Fleet and Non-Fleet plans, and the Pavement Management plans.

- The current financial software is outdated and needs to be replaced. Proposals to provide fully-integrated municipal software applications including general ledger, utility billing, payroll, accounts payable, accounts receivable, and budgeting will be solicited.
- Financial sustainability has been identified as a priority of the City Council. Three initiatives have been identified to help obtain this goal. These three initiatives have different timeframes for completion but will occur to some extent during 2015.
  - The first initiative is to review the City's reserve balances, determine the long-term financial plans as to purpose and projections, and to report on their status on a periodic basis.
  - The second initiative is to conduct a study of "non-tax" revenues to determine their long-term sustainability.
  - The third initiative is to implement a debt management plan, identifying both internal and external factors affecting the City's bond rating and to formalize the debt issuance approach.

**2015 BUDGET  
FINANCE  
101-42113**

	21045	129655	150700			2015		2015		2015	
	2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
	Actual	Actual	Budget	April	2014	Dept.	14/15	City Mgr	14/15	Adopted	14/15
						Requested		Recommend		Budget	
<b>PERSONNEL SERVICES</b>											
Regular Wage 1100	298,479	295,556	301,400	91,759	275,000	292,700	-2.89%	292,700	-2.89%	292,700	-2.89%
Overtime 1110	403	0	3,900	803	3,000	3,300	-15.38%	3,300	-15.38%	3,300	-15.38%
Severance Pay 1400	6,700	(1,142)	800	0	800	0	-100.00%	0	-100.00%	0	-100.00%
FICA 1640	21,834	21,291	23,400	6,687	23,400	22,600	-3.42%	22,600	-3.42%	22,600	-3.42%
PERA 1645	21,267	21,395	22,500	6,711	22,500	22,200	-1.33%	22,200	-1.33%	22,200	-1.33%
Insurance 1650	35,428	36,641	38,800	15,014	38,800	50,700	30.67%	57,300	47.68%	57,300	47.68%
Workers Compensation 1660	1,200	1,300	1,100	368	1,100	1,100	0.00%	1,100	0.00%	1,100	0.00%
CC Membership 1675	0	0	0	268	300	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>	<b>385,311</b>	<b>375,041</b>	<b>391,900</b>	<b>121,610</b>	<b>364,900</b>	<b>392,600</b>	<b>0.18%</b>	<b>399,200</b>	<b>1.86%</b>	<b>399,200</b>	<b>1.86%</b>
<b>MATERIALS AND SUPPLIES</b>											
Miscellaneous Materials 2170	704	269	1,100	524	1,100	1,100	0.00%	1,100	0.00%	1,100	0.00%
Books & Periodicals 2250	159	0	300	0	300	300	0.00%	300	0.00%	300	0.00%
Small Equipment 2280	1,807	52	300	0	300	300	0.00%	300	0.00%	300	0.00%
<b>TOTAL</b>	<b>2,670</b>	<b>321</b>	<b>1,700</b>	<b>524</b>	<b>1,700</b>	<b>1,700</b>	<b>0.00%</b>	<b>1,700</b>	<b>0.00%</b>	<b>1,700</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>											
Professional Services 3300	1,476	0	1,700	0	14,000	1,700	0.00%	1,700	0.00%	1,700	0.00%
Postage/Delivery 3330	0	26	200	0	200	200	0.00%	200	0.00%	200	0.00%
Printing & Publishing 3340	1,976	3,216	5,700	0	4,000	5,700	0.00%	5,700	0.00%	5,700	0.00%
Subscriptions & Dues 3360	1,205	1,115	1,800	549	1,800	1,800	0.00%	1,800	0.00%	1,800	0.00%
Training 3370	125	830	5,100	1,453	4,000	5,100	0.00%	5,100	0.00%	5,100	0.00%
Tuition Reimbursement 3371	0	0	2,000	0	2,000	2,000	0.00%	2,000	0.00%	2,000	0.00%
Subsistence 3375	79	693	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Travel 3380	855	1,231	1,900	179	1,500	1,900	0.00%	1,900	0.00%	1,900	0.00%
Maintenance Bldg and Equip 3510	32,995	33,658	35,500	22,191	35,500	36,500	2.82%	36,500	2.82%	36,500	2.82%
Non-Fleet 3561	1,600	1,700	1,600	532	1,600	1,700	6.25%	1,700	6.25%	1,700	6.25%
Risk Mgmt. Internal Charge 3563	4,000	3,900	3,200	1,068	3,200	2,800	-12.50%	2,800	-12.50%	2,800	-12.50%
Info. Tech. Internal Charge 3564	50,500	50,700	46,500	15,500	46,500	48,200	3.66%	48,200	3.66%	48,200	3.66%
Other Services 3590	4,317	1,629	4,100	233	3,000	4,200	2.44%	4,200	2.44%	4,200	2.44%
Audit and Financial 3701	34,767	33,825	37,400	3,188	34,400	34,400	-8.02%	34,400	-8.02%	34,400	-8.02%
Legal 3703	1,738	1,501	500	0	500	500	0.00%	500	0.00%	500	0.00%
<b>TOTAL</b>	<b>135,633</b>	<b>134,024</b>	<b>148,200</b>	<b>44,893</b>	<b>153,200</b>	<b>147,700</b>	<b>-0.34%</b>	<b>147,700</b>	<b>-0.34%</b>	<b>147,700</b>	<b>-0.34%</b>
<b>TOTAL</b>	<b>523,614</b>	<b>509,386</b>	<b>541,800</b>	<b>167,027</b>	<b>519,800</b>	<b>542,000</b>	<b>0.04%</b>	<b>548,600</b>	<b>1.26%</b>	<b>548,600</b>	<b>1.26%</b>

**2015 BUDGET  
ELECTIONS  
101-42114**

		2012	2013	2014	2014	2015	2015	2015	2015	2015	2015	2015
		Actual	Actual	Budget	April	Projected	Requested	% Change	Recommend	% Change	Adopted	% Change
						2014	Dept.	14/15	City Mgr	14/15	Budget	14/15
<b><u>PERSONNEL SERVICES</u></b>												
Regular Wage	1100	25,682	11,514	24,300	2,182	24,300	17,700	-27.16%	17,700	-27.16%	17,700	-27.16%
Overtime	1110	151	0	3,700	164	3,700	3,700	0.00%	3,700	0.00%	3,700	0.00%
FICA	1640	934	485	900	142	900	900	0.00%	900	0.00%	900	0.00%
PERA	1645	548	542	800	170	800	900	12.50%	900	12.50%	900	12.50%
Insurance	1650	1,528	1,578	1,700	686	1,700	1,700	0.00%	1,500	-11.76%	1,500	-11.76%
Workers Compensation	1660	100	100	100	32	100	100	0.00%	100	0.00%	100	0.00%
Unemployment	1670	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
TOTAL		28,943	14,219	31,500	3,376	31,500	25,000	-20.63%	24,800	-21.27%	24,800	-21.27%
<b><u>MATERIALS AND SUPPLIES</u></b>												
General Materials	2170	407	8	400	0	400	400	0.00%	18,300	4475.00%	18,300	4475.00%
TOTAL		407	8	400	0	400	400	0.00%	18,300	4475.00%	18,300	4475.00%
<b><u>CONTRACTUAL SERVICES</u></b>												
Professional Services - Ramsey	3300	1,705	1,704	8,900	0	8,900	8,900	0.00%	8,900	0.00%	8,900	0.00%
Postage/Delivery	3330	26	22	700	0	700	700	0.00%	700	0.00%	700	0.00%
Printing & Publishing	3340	1,455	462	1,600	0	1,600	1,600	0.00%	1,600	0.00%	1,600	0.00%
Subs., Member. & Dues	3360		40	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Subsistence	3375	164	57	400	0	400	400	0.00%	400	0.00%	400	0.00%
Travel	3380	328	117	400	0	400	400	0.00%	400	0.00%	400	0.00%
Non-Fleet Internal Charge	3561	9,500	9,800	10,100	3,368	10,100	10,400	2.97%	10,400	2.97%	10,400	2.97%
Risk Mgmt. Internal Charge	3563	200	200	100	32	100	200	100.00%	200	100.00%	200	100.00%
Legal Services	3703	0	332	200	0	200	200	0.00%	200	0.00%	200	0.00%
TOTAL		13,378	12,734	22,400	3,400	22,400	22,800	1.79%	22,800	1.79%	22,800	1.79%
TOTAL		42,728	26,961	54,300	6,776	54,300	48,200	-11.23%	65,900	21.36%	65,900	21.36%

**2015 BUDGET  
LICENSE BUREAU  
101-42116**

		2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015		2015		2015	
							Dept. Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	82,102	83,365	100,200	25,919	100,200	103,000	2.79%	103,000	2.79%	103,000	2.79%
Overtime	1110	953	882	3,400	852	2,500	3,500	2.94%	3,500	2.94%	3,500	2.94%
Severance Pay	1400	(832)	(571)	0	0	0	(300)	#DIV/0!	(300)	#DIV/0!	(300)	#DIV/0!
FICA	1640	6,017	5,988	7,900	1,893	7,900	8,100	2.53%	8,100	2.53%	8,100	2.53%
PERA	1645	5,691	5,773	7,600	1,941	7,600	8,000	5.26%	8,000	5.26%	8,000	5.26%
Insurance	1650	14,277	14,715	15,500	6,037	15,500	15,900	2.58%	15,800	1.94%	15,800	1.94%
Workers Compensation	1660	300	300	400	132	400	400	0.00%	400	0.00%	400	0.00%
CC Membership	1675	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>108,508</b>	<b>110,452</b>	<b>135,000</b>	<b>36,774</b>	<b>134,100</b>	<b>138,600</b>	<b>2.67%</b>	<b>138,500</b>	<b>2.59%</b>	<b>138,500</b>	<b>2.59%</b>
<b>MATERIALS AND SUPPLIES</b>												
Materials and Supplies	2170	0	52	300	91	300	300	0.00%	300	0.00%	300	0.00%
Books & Periodicals	2250	0	0	200	0	100	200	0.00%	200	0.00%	200	0.00%
Small Equipment	2280	0	279	0	0	300	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>0</b>	<b>331</b>	<b>500</b>	<b>91</b>	<b>700</b>	<b>500</b>	<b>0.00%</b>	<b>500</b>	<b>0.00%</b>	<b>500</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>												
Promotions/Advertising	3309	0	0	1,200	0	500	1,200	0.00%	1,200	0.00%	1,200	0.00%
Memberships & Dues	3360	293	253	400	253	400	400	0.00%	400	0.00%	400	0.00%
Training	3370	20	0	300	0	300	300	0.00%	300	0.00%	300	0.00%
Risk Mgmt. Internal Charge	3563	800	800	600	200	600	600	0.00%	600	0.00%	600	0.00%
Info. Tech. Internal Charge	3564	9,700	9,800	9,800	3,268	9,800	10,300	5.10%	10,300	5.10%	10,300	5.10%
Other Services	3590	20	65	0	62	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Bad Debt Expense	7400	0	0	200	0	200	200	0.00%	200	0.00%	200	0.00%
<b>TOTAL</b>		<b>10,833</b>	<b>10,918</b>	<b>12,500</b>	<b>3,783</b>	<b>11,800</b>	<b>13,000</b>	<b>4.00%</b>	<b>13,000</b>	<b>4.00%</b>	<b>13,000</b>	<b>4.00%</b>
<b>TOTAL</b>		<b>119,341</b>	<b>121,701</b>	<b>148,000</b>	<b>40,648</b>	<b>146,600</b>	<b>152,100</b>	<b>2.77%</b>	<b>152,000</b>	<b>2.70%</b>	<b>152,000</b>	<b>2.70%</b>



# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## COMMUNITY DEVELOPMENT

- **REDEVELOPMENT; BUILDING INSPECTIONS & PERMITS; PLANNING & ZONING; HOUSING, CODE ENFORCEMENT & RECYCLING; GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

### Service Description

The Community Development Department oversees the physical development of the community and enforces ordinances in the areas of building construction, code enforcement, housing and land-use. The department works with elected officials, advisory commissions, citizens, and businesses to develop plans designed to maintain and improve the community and ensure a healthy residential and business environment.

- Ensure high quality construction & maintenance of developments
- Maintain quality neighborhoods & housing stock
- Ensure a safe built environment
- Contribute to the City's financial & economic strength

Community Development leads the City's redevelopment and economic development efforts. It strives to maintain and improve the City's economic vitality and ensure New Brighton is a preferred place to live, work, play and do business.

The City has a Zoning Code and a Comprehensive Plan to ensure safe and orderly development and compatible land uses. These documents guide where and what type of building occurs. The City enforces the International Building Code (IBC) through the issuance of building permits and inspection of buildings under construction. The goal of the IBC is to ensure buildings are constructed safely.

Community Development manages the City's curbside recycling program and the annual household Clean-up Day events. The programs are designed to encourage residents to recycle and keep their properties clean and neat.

In addition, the department also provides support through its Geographic Information Systems (GIS) services to other departments. GIS staff maintains the City's property database, assists in technical analysis, and prepares various maps. This information is very important for day-to-day operations and long term planning/policymaking.

### Proposed Changes to Service Level or Revenue

Overall the Community Development Department budget for 2015 (including recycling) is \$1,043,500 or \$92,000 higher than 2014. This represents a 9.7 percent increase over 2014. The primary factor driving the increase is the recent re-organization effort, which resulted in an

office assistant position moving from Administration to Community Development. The other factors are described in the following paragraphs.

## **Expenditures**

### *Personnel Services*

Personnel services are expected to increase by \$84,100 or 14 percent in 2015. The primary source of the increase is the addition of an office assistant position, which while not a new position to City Hall, is a position that was not previously budgeted in the Community Development Department. Rather, this position was moved to Community Development from Administration as part of the City Hall reorganization approved by the City Council on August 13, 2014. Other factors affecting the personnel budget include step increases for certain employees, higher amounts for PERA contributions and increased health insurance premiums. Other than the staffing reassignment, there are no other changes in staffing levels proposed, however some overtime hours have been budgeted for the Building and Code Enforcement Inspector, due to the Pulte Homes development in New Brighton Exchange.

### *Materials and Supplies*

The material and supplies budget have been held flat for 2015.

### *Contractual Services*

Overall, the contractual services budget for 2015 increased 1.7%. The biggest drivers are the internal charges for fleet, risk management and IT charges. CD staff has been deferring the replacement of vehicles for the last three years, even though the entire CD fleet (3 vehicles) is over 10 years old. Based on current vehicle condition indexes, one vehicle is slated for replacement in 2015. This is the code enforcement vehicle (Toyota Prius), which is nearing 14 years old and is the oldest vehicle in Community Development's fleet. The other two Community Development vehicles are in slightly better condition and their replacement will again be deferred.

### *Recycling Program*

2014 represented the first year of a three year contract extension for recycling services with Republic Services (formerly Allied Waste). In 2015, costs per month per household will increase \$0.07 to \$2.70. This increase of \$0.07 per month equates to an increase of \$0.84 per household for the year. Staff has continued to budget for two clean up days in 2015 and have searched for cost savings in the printing and mailing of the clean-up day brochures. A redesign of the clean-up day flyer allowed it to be in color and will save approximately \$2,000 in 2015. This is reflected in a decrease in the Printing and Publishing budget for 2015. The materials and supplies budget was held flat. Thus, even though the cost for recycling is increasing 2.7%, with the savings noted in printing and publishing, total expenditures will increase slightly less than that at 2.5%.

## **Revenues**

The three primary sources of departmental revenues include building permits, charges for services, and recycling program fees. Overall, revenues in 2015 are projected to increase \$52,300 or 5.8%. The following is a summary of the primary revenue sources:

### *Building Permits*

Building permit activity is very difficult to predict from year to year. Staff has done an analysis on the long-term trends for building permit going back to 2003. Over the 11 year period from 2003 to 2013 the City averaged \$464,000 in permit revenue (highest was \$738,000 in 2007; lowest was \$280,000 in 2004). Over that same time period, the City (on average) budgeted \$410,000 of permit revenue and realized positive annual variances of \$53,000 in revenue. In other words, revenues were generally *under-projected* during this time frame.

Another way to project future revenues is to look at moving averages. This approach accounts for variations over time and is also useful in determining which direction revenues are going. Staff looked at 3, 5 and 9 year moving averages between 2003 and 2013 and found that the moving averages were within a range of \$498,000 (3 years) and \$487,000 (9 years). The 5 year moving average was \$499,000. Furthermore, 3 and 9 year moving averages are in an uptrend. What this seems to suggest is that historically building permits have hovered around \$500,000 per year and this is good baseline for revenue projections. 2015 building permit revenues are expected to increase by \$49,100 or 10.8% from 2014. We also believe that recent activity in New Brighton Exchange (including Pulte, APi and CSI) should help to support these projections for the next few years.

### *Charges for Services*

This category is comprised of internal costs for staff time and overhead that is charged to the Tax Increment Financing District funds and the recycling program. Several staff within the department and in other departments log time spent on development-related tasks (mostly New Brighton Exchange). While recycling administrative costs were increased (\$1,200), the development charges were held flat for 2015.

### *Recycling Revenues*

Because the recycling program is partially funded through SCORE funds, the fee will be held flat in 2015. Thus, residents will not see an increase in the cost of recycling even though the rates are increasing as discussed in the expenses section.

## **Strategic Opportunities and Challenges**

There are several strategic opportunities and challenges facing the Community Development Department in 2015 and beyond.

- Redevelopment of the New Brighton Exchange is still a focus of the department's efforts next year. Major undertakings that are anticipated, include the following:

- Redevelopment: 2014 was an exciting year for redevelopment in New Brighton Exchange. The City renewed its Private Contract for Redevelopment with Pulte Homes who is proposing to build 89 single-family homes and 34 townhomes on a 27 acre tract of land. The City also entered into a Private Contract for Redevelopment with Cardiovascular Systems Inc. (CSI) to build approximately 125,000 SF of office and tech space. This project is already under construction. Lastly, another Private Contract for Redevelopment was executed with APi Group, Inc. This project will result in an additional 45,000 SF of office space, which will begin construction this Fall, and continue in 2015. Both CSI and APi have the option to expand. Staff will continue to work on developing the remaining blocks within New Brighton Exchange.
- Marketing: The City continues to work with Colliers International and Ryan Companies to market the commercial sites on the east side of Old Highway 8 within New Brighton Exchange. This relationship resulted in the CSI deal coming to fruition. This relationship remains intact for the remaining developable blocks and both groups continue to track marketing activity and identifying potential users. Agreements with both parties expire at the end of 2014 and the City will need to evaluate whether to renew this partnership.
- Planning & Zoning: Planning and Zoning activity in 2014 and moving into 2015 is expected to center around two major topics, including 1) Belair Excavating's wish to expand and 2) creation of a Shoreland Ordinance. Planning plays a big role in redevelopment efforts in New Brighton Exchange, from revising the zoning district regulations to reviewing and approving projects by Pulte, CSI, APi, and other future developers. There continues to be interest in re-examining the City's land use policies and regulations. Other potential topics include recodification of the Zoning Code to reflect current zoning terminology and nomenclature. Staff is also contemplating a shift toward using on-line service to maintain and update the Zoning Code. However, these topics have taken a backseat to other, more pressing planning efforts.
- Building Inspections: The biggest issue in 2014 and 2015 will be implementation of the IBC Code update and associated training needs. This update was initially anticipated to occur in 2013; however, it continues to be delayed.
- Code Enforcement/Recycling: Staff continues to deal with an increasing number of hoarding and "clutter houses". In many instances the remedies are temporary. This has been a growing problem and is likely to persist as the population ages. Ramsey County has also implemented a performance measurement system with regards to recycling, which is being tied to future SCORE funding. SCORE funds help subsidize the City's recycling program. One of the County's expectations is that cities will enhance outreach efforts and program offerings, such as recycling collection in multifamily buildings and businesses or adding organics collection – all of which have financial implications. Staff continues to work with Ramsey County on reaching the performance measurements expectations. Ramsey County will expect organics collection to be offered to residents by 2016 and staff will prepare to meet this requirement.

- Geographic Information Systems: The City is relying more and more on the use of technology and communicating information on-line. Historically, GIS has been focused on data management and mapping applications. In the future, staff would like to move ahead with a more comprehensive GIS approach to include enhanced data analysis. This service could greatly enhance internal/external customer service.

## Personnel Status and Strategy

Other than shifting the Office Assistant position from Administration to Community Development through the City Hall reorganization, no additional full-time staffing needs have been identified for 2015.

	<b># of People</b>	<b>Position</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>
	<b>Full-Time</b>		<b>2013</b>	<b>2014</b>	<b>2015</b>
	1	Director	1.00	1.00	1.00
	1	Planning Coordinator	1.00	1.00	1.00
	1	GIS. Specialist	1.00	1.00	1.00
	1	Building Official	1.00	1.00	1.00
	1	Code Enforcement Supervisor	1.00	1.00	1.00
	1	Building/Code Inspector	1.00	1.00	1.00
	1	Office Assistant	n/a	n/a	1.00
<b>Total</b>	<b>7</b>		<b>6.00</b>	<b>6.00</b>	<b>7.00</b>

**2015 BUDGET  
COMMUNITY DEVELOPMENT  
101-43151**

	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	2015	2015	2015	2015	
						Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>PERSONNEL SERVICES</b>											
Regular Wage 1100	447,643	411,268	459,000	136,378	459,000	507,000	10.46%	506,600	10.37%	506,600	10.37%
Overtime 1110	0	0	0	0	0	8,400	#DIV/0!	8,400	#DIV/0!	8,400	#DIV/0!
Severance Pay 1400	(6,212)	1,312	2,900	0	2,900	500	-82.76%	500	-82.76%	500	-82.76%
FICA 1640	33,581	31,228	35,100	10,058	35,100	39,400	12.25%	39,400	12.25%	39,400	12.25%
PERA 1645	32,320	29,709	33,900	9,887	33,900	38,700	14.16%	34,500	1.77%	34,500	1.77%
Insurance 1650	50,411	49,175	60,600	23,226	60,600	80,900	33.50%	77,000	27.06%	77,000	27.06%
Workers Compensation 1660	1,600	1,700	2,900	968	2,900	3,300	13.79%	3,300	13.79%	3,300	13.79%
Unemployment 1670	979	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
CC Membership 1675	407	268	400	0	300	700	75.00%	800	100.00%	800	166.67%
<b>TOTAL</b>	<b>560,729</b>	<b>524,660</b>	<b>594,800</b>	<b>180,517</b>	<b>594,700</b>	<b>678,900</b>	<b>14.14%</b>	<b>670,500</b>	<b>12.73%</b>	<b>670,500</b>	<b>12.75%</b>
<b>MATERIALS AND SUPPLIES</b>											
General Materials 2170	712	321	1,400	66	1,400	1,400	0.00%	1,400	0.00%	1,400	0.00%
Books & Periodicals 2250	0	0	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Uniforms 2260	190	46	800	16	800	800	0.00%	800	0.00%	800	0.00%
Small Equipment 2280	0	0	2,000	0	2,000	2,000	0.00%	2,000	0.00%	2,000	0.00%
<b>TOTAL</b>	<b>902</b>	<b>367</b>	<b>5,200</b>	<b>82</b>	<b>5,200</b>	<b>5,200</b>	<b>0.00%</b>	<b>5,200</b>	<b>0.00%</b>	<b>5,200</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>											
Professional Services 3300	1,956	0	13,000	1,742	13,000	13,000	0.00%	13,000	0.00%	13,000	0.00%
Electrical Inspections 3301	26,834	24,407	30,000	5,847	30,000	30,000	0.00%	30,000	0.00%	30,000	0.00%
Postage 3330	26	0	1,300	0	1,300	1,300	0.00%	1,300	0.00%	1,300	0.00%
Printing & Publishing 3340	644	306	3,500	320	3,500	3,500	0.00%	3,500	0.00%	3,500	0.00%
Subscriptions & Dues 3360	455	280	3,500	185	3,500	3,500	0.00%	3,500	0.00%	3,500	0.00%
Training 3370	2,669	4,358	6,500	1,766	6,500	6,500	0.00%	6,500	0.00%	6,500	0.00%
Subsistence 3375	161	125	3,000	137	3,000	3,000	0.00%	3,000	0.00%	3,000	0.00%
Travel 3380	427	106	2,000	15	2,000	2,000	0.00%	2,000	0.00%	2,000	0.00%
Maintenance: 3510	11,083	6,493	7,000	6,575	7,000	7,000	0.00%	7,000	0.00%	7,000	0.00%
PermitWorks support (Tautges,Redpath)											
Fleet Internal Charge 3562	5,900	6,100	6,300	2,100	6,300	6,500	3.17%	6,500	3.17%	6,500	3.17%
Risk Mgmt. Internal Charge 3563	5,400	5,200	3,700	1,232	3,700	3,800	2.70%	3,800	2.70%	3,800	2.70%
Info. Tech. Internal Charge 3564	35,700	36,000	36,700	12,232	36,700	38,500	4.90%	38,500	4.90%	38,500	4.90%
Credit Card Fees 3585	0	5,578	5,000	714	5,000	5,000	0.00%	5,000	0.00%	5,000	0.00%
Other Services 3590	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Audit & Financial 3701	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Legal Costs 3703	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Bad Debt Expense 7400	120	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>	<b>91,375</b>	<b>88,953</b>	<b>121,500</b>	<b>32,865</b>	<b>121,500</b>	<b>123,600</b>	<b>1.73%</b>	<b>123,600</b>	<b>1.73%</b>	<b>123,600</b>	<b>1.73%</b>
<b>TOTAL</b>	<b>653,006</b>	<b>613,980</b>	<b>721,500</b>	<b>213,464</b>	<b>721,400</b>	<b>807,700</b>	<b>11.95%</b>	<b>799,300</b>	<b>10.78%</b>	<b>799,300</b>	<b>10.78%</b>

**2015 BUDGET  
RECYCLING PROGRAM  
101-43152**

		2012	2013	2014	2014	Projected	2015	2015	2015	2015		
		Actual	Actual	Budget	April	2014	Dept.	City Mgr	City Mgr	Adopted	% Change	
							Requested	Budget	Budget	Budget	14/15	
							% Change	% Change	% Change	% Change	% Change	
							14/15	14/15	14/15	14/15	14/15	
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	0	220	300	12	300	300	0.00%	300	0.00%	300	0.00%
TOTAL		0	220	300	12	300	300	0.00%	300	0.00%	300	0.00%
<b>CONTRACTUAL SERVICES</b>												
Postage	3330	1,000	2,688	2,700	1,425	2,900	2,900	7.41%	2,900	7.41%	2,900	7.41%
Printing & Publishing	3340	2,454	5,121	6,000	0	2,700	4,000	-33.33%	4,000	-33.33%	4,000	-33.33%
Waste Removal	3351	183,938	187,454	197,000	47,397	198,000	203,000	3.05%	208,500	5.84%	208,500	5.84%
Clean-up days (2)	3352	0	0	0	0	0	0	#DIV/0!	7,300	#DIV/0!	7,300	#DIV/0!
Other Services	3590	22,212	22,800	24,000	7,840	24,000	25,600	6.67%	25,600	6.67%	25,600	6.67%
Adm fee	22,100											
TOTAL		209,604	218,063	229,700	56,662	227,600	235,500	2.53%	248,300	8.10%	248,300	8.10%
TOTAL		209,604	218,283	230,000	56,674	227,900	235,800	2.52%	248,600	8.09%	248,600	8.09%

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## **PUBLIC WORKS**

- **STREETS AND SIDEWALKS, FLEET MAINTENANCE, AND ENGINEERING**

### **Service Description**

Public Works provides the traditional City services that are essential for suburban communities: streets and sidewalks, water, sanitary sewer, storm water, fleet maintenance, and engineering. Streets and sidewalks, fleet maintenance, and engineering are paid for through general fund taxes whereas water, sanitary sewer, and storm water are enterprise funds and paid for through user fees. The service description and budgetary information on water, sanitary sewer, and storm sewer can be found under the Enterprise Fund tab of this Strategic Plan.

- Provide safe, efficient, and attractive streets and sidewalks
- Provide engineering services for City projects
- Provide maintenance and repair to City equipment and vehicle, to insure operator safety and equipment reliability and long life

The Street Division is responsible for plowing, sanding, patching and repairing 70 miles of streets, 2.6 miles of public alleys, and 21 miles of sidewalks throughout the City. City crews plow an average of 12 snow falls per season. Snowplowing begins as soon as practical, normally after the snow has stopped, and at least 2 inches of snow has fallen. A system of priority routes, consisting of higher volume collector streets, is plowed first, followed by the remaining lower volume local streets on a rotational basis. The Street Division performs street patching, crack sealing, and sweeping for sealcoating, during the spring and summer months. The Street Division is responsible for street signage and also the City owned street lighting systems on Silver Lake Road, Old Highway 8, 5<sup>th</sup> Avenue NW, and 10<sup>th</sup> Street NW.

The Engineering Division plans for and oversees the rehabilitation/reconstruction of approximately 2.5 miles of streets annually. All streets in New Brighton are on an approximately 30-year rehabilitation schedule. Needed repairs to public and private underground utilities are coordinated with the street rehabilitation projects. In addition, the Engineering Division designs and contracts for several park and utility system projects annually, performs the design and inspection for contract maintenance projects for the street and utility departments, maintains the maps and records of the City street and utility systems, performs miscellaneous traffic counts and studies, and manages the publicly owned City right-of-ways. The Engineering Division also reviews private development proposals from the standpoint of impact on traffic, utility service, and surface water drainage and provides information on the streets and utility systems to citizens, staff, contractors and developers.

The City Garage Division is responsible for the maintenance of New Brighton's fleet of vehicles and heavy equipment. The division is staffed by two mechanics who are responsible for all of the preventive maintenance, and most of the normal maintenance and repair for: 27 heavy equipment units, such as fire trucks, dump trucks, street sweepers, tractors, and loaders, 49 cars, vans, and pickups, including squad cars, and over 49 large specialty units such as riding mowers, sidewalk snowplows, generators, asphalt pavers, rollers, plus numerous trailers, pumps, compressors, tampers, mowers, and trimmers. The City Garage Division budgets for the purchase all of the parts, fuels, and lubricants for the City fleet and all of the building and grounds costs for the Public Works Maintenance Facility.

### Proposed Changes in Service Level or Revenue

Newly federally mandated storm water requirements have increased workload in the area of cleaning and maintenance of storm water facilities, and aging infrastructure, particularly in the water division, has resulted in a growing work load. In the area of storm water the City is performing only the minimum necessary work to remain compliant with our NPDES permit. The City of New Brighton MS4 permit was approved on March 17, 2014. Municipalities reauthorized to discharge stormwater under the recently reissued permit will be required to update their existing stormwater programs to include practices that will better protect Minnesota's water resources. (MPCA). An engineering intern will be hired for the summer of 2015, to carry out requirements of the new permit. Staff will continue to evaluate the new permit to determine if additional staffing will be required.

### Personnel Status and Strategy

	# of People	Position	FTE 2012	FTE 2013	FTE 2014	FTE 2015
<b>Full-Time</b>	1	Director	1.00	1.00	1.00	1.00
	1	Senior Eng. Tech / Supervisor	0.00	1.00	1.00	1.00
	0	Civil Engineer II	1.00	0.00	0.00	0.00
	0	Civil Engineer I	0.00	0.00	0.00	0.00
	1	Public Works Technician	1.00	1.00	1.00	1.00
	1	Engineering Aide 4	1.00	1.00	1.00	1.00
	9.50	Maintenance Worker	9.50	9.50	9.50	9.50
	2	Mechanic	2.00	2.00	2.00	2.00
	1	Superintendent	1.00	1.00	1.00	1.00
	1	Office Assistant	1.00	1.00	1.00	1.00
	2	Supervisor	2.00	2.00	2.00	2.00
	<b>Subtotal</b>	<b>19.5</b>		<b>19.50</b>	<b>19.50</b>	<b>19.50</b>
<b>Part-Time</b>	0.25	Engineering Intern	0.0	0.0	0.0	0.25
<b>Total</b>	<b>19.75</b>		<b>19.50*</b>	<b>19.50*</b>	<b>19.50*</b>	<b>19.75*</b>

\* 4 Seasonal Employees not listed [ (2) 180-day temporary workers & (2) summer workers ]

## **Strategic Opportunities and Challenges**

- Continue to focus on the maintenance and upkeep of the City's infrastructure through the street renovation and contract maintenance programs.
  - Annual Street Reconstruction Program
  - Annual Pavement Management Program
  - Annual Crack Seal and Seal Coat Program
- Manage the costs of motor fuel for the fleet. We currently partner with the City of St. Anthony on our gasoline purchases. We purchase diesel through the State of Minnesota's cooperative venture program.
- Manage the costs of the outside repairs of the fleet.
- Manage the costs of salt for the winter snow plow season.
- The City has traditionally included a substantial engineering fee on street rehabilitation project bonding for projects the engineering staff designs. This procedure provides revenues to the General Fund.
- In 2015, the Engineering Department will continue to focus on implementing stormwater mitigation projects from the July 16, 2011 and the June 21, 2013 flood events.

**2015 BUDGET  
ENGINEERING  
101-46131**

		2012	2013	2014	2014	2015	2015	2015	2015	2015	2015	
		Actual	Actual	Budget	April	Projected	Requested	% Change	Recommend	% Change	Adopted	
						2014	Dept.	14/15	City Mgr	14/15	Budget	
							Budget		Budget		Budget	
											% Change	
											14/15	
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	263,590	284,365	292,500	89,376	292,500	292,900	0.14%	245,000	-16.24%	245,000	-16.24%
Overtime	1110	13,987	15,526	12,900	1,934	12,900	13,100	1.55%	13,100	1.55%	13,100	1.55%
Severance Pay	1400	1,332	917	2,000	0	2,000	1,300	-35.00%	1,300	-35.00%	1,300	-35.00%
FICA	1640	19,430	21,000	23,400	6,435	23,400	23,400	0.00%	19,800	-15.38%	19,800	-15.38%
PERA	1645	19,825	21,569	22,500	6,620	22,500	23,000	2.22%	15,600	-30.67%	15,600	-30.67%
Insurance	1650	35,562	36,987	39,000	15,090	39,000	40,500	3.85%	45,400	16.41%	45,400	16.41%
Workers' Comp	1660	1,000	1,100	1,200	400	1,200	1,200	0.00%	1,200	0.00%	1,200	0.00%
CC Membership	1675	814	1,049	800	0	800	1,000	25.00%	300	-62.50%	300	-62.50%
<b>TOTAL</b>		<b>355,540</b>	<b>382,513</b>	<b>394,300</b>	<b>119,855</b>	<b>394,300</b>	<b>396,400</b>	<b>0.53%</b>	<b>341,700</b>	<b>-13.34%</b>	<b>341,700</b>	<b>-13.34%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	449	109	500	0	500	500	0.00%	500	0.00%	500	0.00%
Books & Periodicals	2250	0	44	200	0	200	200	0.00%	200	0.00%	200	0.00%
Uniforms/Safety	2260	159	350	500	0	500	500	0.00%	500	0.00%	500	0.00%
Small Equipment	2280	1,301	486	500	250	500	700	40.00%	700	40.00%	700	40.00%
<b>TOTAL</b>		<b>1,909</b>	<b>989</b>	<b>1,700</b>	<b>250</b>	<b>1,700</b>	<b>1,900</b>	<b>11.76%</b>	<b>1,900</b>	<b>11.76%</b>	<b>1,900</b>	<b>11.76%</b>
<b>CONTRACTUAL SERVICES</b>												
Memberships & Dues	3360	946	805	800	0	800	800	0.00%	800	0.00%	800	0.00%
Training	3370	695	662	1,000	295	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Subsistence	3375	418	0	800	0	800	800	0.00%	800	0.00%	800	0.00%
Travel	3380	172	272	700	0	700	700	0.00%	700	0.00%	700	0.00%
Maintenance of Bldg/ Equip	3510	1,543	3,218	2,100	0	2,100	2,200	4.76%	2,200	4.76%	2,200	4.76%
Non-Fleet Internal Charge	3561	1,300	1,400	1,500	500	1,500	1,600	6.67%	1,600	6.67%	1,600	6.67%
Fleet Internal Charge	3562	3,000	3,200	3,400	1,132	3,400	3,600	5.88%	3,600	5.88%	3,600	5.88%
Risk Mgmt. Internal Charge	3563	2,500	2,200	2,800	932	2,800	2,600	-7.14%	2,600	-7.14%	2,600	-7.14%
Info. Tech. Internal Charge	3564	16,200	16,400	19,100	6,368	19,100	19,900	4.19%	19,900	4.19%	19,900	4.19%
Other Services	3590	0	190	500	0	500	500	0.00%	500	0.00%	500	0.00%
<b>TOTAL</b>		<b>26,774</b>	<b>28,347</b>	<b>32,700</b>	<b>9,227</b>	<b>32,700</b>	<b>33,700</b>	<b>3.06%</b>	<b>33,700</b>	<b>3.06%</b>	<b>33,700</b>	<b>3.06%</b>
<b>TOTAL</b>		<b>384,223</b>	<b>411,849</b>	<b>428,700</b>	<b>129,332</b>	<b>428,700</b>	<b>432,000</b>	<b>0.77%</b>	<b>377,300</b>	<b>-11.99%</b>	<b>377,300</b>	<b>-11.99%</b>

**2015 BUDGET  
STREETS  
101-46132**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>PERSONNEL SERVICES</b>												
Regular Wages	1100	120,432	115,764	121,700	32,639	121,700	125,100	2.79%	125,100	2.79%	125,100	2.79%
Overtime	1110	8,437	9,991	9,000	5,943	9,000	9,200	2.22%	9,200	2.22%	9,200	2.22%
Severance Pay	1400	1,379	(4,501)	100	0	100	(1,100)	-1200.00%	(1,100)	-1200.00%	(1,100)	-1200.00%
FICA	1640	9,697	9,389	10,000	2,917	10,000	10,300	3.00%	10,300	3.00%	10,300	3.00%
PERA	1645	8,746	8,235	8,600	2,797	8,600	9,100	5.81%	9,100	5.81%	9,100	5.81%
Insurance	1650	16,377	17,296	17,900	6,817	17,900	18,800	5.03%	21,000	17.32%	21,000	17.32%
Workers' Comp	1660	7,200	7,400	9,800	3,268	9,800	9,300	-5.10%	9,300	-5.10%	9,300	-5.10%
Unemployment Comp	1670	2,221	1,517	1,000	888	1,000	1,300	30.00%	1,300	30.00%	1,300	30.00%
CC Membership	1675	641	0	300	0	300	100	-66.67%	100	-66.67%	100	-66.67%
<b>TOTAL</b>		<b>175,130</b>	<b>165,091</b>	<b>178,400</b>	<b>55,269</b>	<b>178,400</b>	<b>182,100</b>	<b>2.07%</b>	<b>184,300</b>	<b>3.31%</b>	<b>184,300</b>	<b>3.31%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	62,333	67,280	63,600	8,741	63,600	65,500	2.99%	65,500	2.99%	65,500	2.99%
Small Equipment	2280	3,397	1,336	3,000	0	3,000	3,100	3.33%	3,100	3.33%	3,100	3.33%
<b>TOTAL</b>		<b>65,730</b>	<b>68,616</b>	<b>66,600</b>	<b>8,741</b>	<b>66,600</b>	<b>68,600</b>	<b>3.00%</b>	<b>68,600</b>	<b>3.00%</b>	<b>68,600</b>	<b>3.00%</b>
<b>CONTRACTUAL SERVICES</b>												
Printing & Publishing	3340	0	118	100	0	100	100	0.00%	100	0.00%	100	0.00%
Memberships & Dues	3360	37	21	100	0	100	100	0.00%	100	0.00%	100	0.00%
Training	3370	715	1,345	1,500	295	1,500	1,500	0.00%	1,500	0.00%	1,500	0.00%
Subsistence	3375	0	0	200	0	200	200	0.00%	200	0.00%	200	0.00%
Travel	3380	0	0	100	0	100	100	0.00%	100	0.00%	100	0.00%
Maintenance Bldg & Equip.	3510	3,953	2,530	1,500	0	1,500	1,800	20.00%	1,800	20.00%	1,800	20.00%
Non-Fleet Internal Charge	3561	5,000	5,800	6,100	2,032	6,100	6,400	4.92%	6,400	4.92%	6,400	4.92%
Fleet Internal Charge	3562	13,900	14,600	15,300	5,100	15,300	16,100	5.23%	16,100	5.23%	16,100	5.23%
Risk Mgmt. Internal Charge	3563	3,000	3,900	7,100	2,368	7,100	6,200	-12.68%	6,200	-12.68%	6,200	-12.68%
Info. Tech. Internal Charge	3564	10,500	10,700	9,800	3,268	9,800	10,300	5.10%	10,300	5.10%	10,300	5.10%
Pavement Mgmt Charge	3565	8,000	8,400	8,800	2,932	8,800	9,200	4.55%	9,200	4.55%	9,200	4.55%
Other Services	3590	2,606	7,284	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
<b>TOTAL</b>		<b>47,711</b>	<b>54,698</b>	<b>51,600</b>	<b>15,995</b>	<b>51,600</b>	<b>53,000</b>	<b>2.71%</b>	<b>53,000</b>	<b>2.71%</b>	<b>53,000</b>	<b>2.71%</b>
<b>TOTAL</b>		<b>288,571</b>	<b>288,405</b>	<b>296,600</b>	<b>80,005</b>	<b>296,600</b>	<b>303,700</b>	<b>2.39%</b>	<b>305,900</b>	<b>3.14%</b>	<b>305,900</b>	<b>3.14%</b>

**2015 BUDGET  
CITY GARAGE  
101-46134**

		2012	2013	2014	2014	Projected	2015	2015	2015	2015	2015
		Actual	Actual	Budget	April	2014	Dept.	City Mgr	% Change	Adopted	% Change
							Budget	Budget	14/15	Budget	14/15
<b>PERSONNEL SERVICES</b>											
Regular Wage	1100	101,975	103,903	105,800	30,874	105,800	107,900	107,900	1.98%	107,900	1.98%
Overtime	1110	4,848	6,600	5,700	3,659	5,700	5,800	5,800	1.75%	5,800	1.75%
Severance Pay	1400	1,340	2,436	600	0	600	900	900	50.00%	900	50.00%
FICA	1640	7,156	7,343	8,500	2,360	8,500	8,700	8,700	2.35%	8,700	2.35%
PERA	1645	7,721	7,979	8,200	2,504	8,200	8,500	8,500	3.66%	8,500	3.66%
Insurance	1650	21,892	22,886	24,400	9,534	24,400	25,400	29,400	4.10%	29,400	20.49%
Workers' Comp	1660	3,600	3,700	2,300	768	2,300	3,900	3,900	69.57%	3,900	69.57%
CC Membership	1675	0	642	600	0	600	600	600	0.00%	600	0.00%
<b>TOTAL</b>		<b>148,532</b>	<b>155,489</b>	<b>156,100</b>	<b>49,699</b>	<b>156,100</b>	<b>161,700</b>	<b>165,700</b>	<b>3.59%</b>	<b>165,700</b>	<b>6.15%</b>
<b>MATERIALS AND SUPPLIES</b>											
General Materials	2170	105,427	107,205	96,800	32,285	96,800	99,700	99,700	3.00%	99,700	3.00%
Motor Fuels	2240	154,490	154,021	170,000	64,662	170,000	170,000	141,400	0.00%	141,400	-16.82%
Books & Periodicals	2250	2,700	1,817	2,500	0	2,500	2,500	2,500	0.00%	2,500	0.00%
Uniforms/Safety	2260	6,197	5,126	5,600	117	5,600	5,600	5,600	0.00%	5,600	0.00%
Small Equipment	2280	7,439	540	3,800	0	3,800	3,800	3,800	0.00%	3,800	0.00%
<b>TOTAL</b>		<b>276,253</b>	<b>268,709</b>	<b>278,700</b>	<b>97,064</b>	<b>278,700</b>	<b>281,600</b>	<b>253,000</b>	<b>1.04%</b>	<b>253,000</b>	<b>-9.22%</b>
<b>CONTRACTUAL SERVICES</b>											
Prof Services - Roof Mgmt	3300	794	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!
Electricity	3318	15,272	18,544	15,600	4,418	15,600	19,700	19,700	26.28%	19,700	26.28%
Natural Gas	3319	8,662	12,970	11,500	6,844	11,500	13,800	13,800	20.00%	13,800	20.00%
Cleaning	3350	20,415	20,849	20,400	5,028	20,400	21,000	21,000	2.94%	21,000	2.94%
Waste Removal	3351	3,781	3,949	5,200	1,545	5,200	5,300	5,300	1.92%	5,300	1.92%
Memberships & Dues	3360	316	189	500	183	500	500	500	0.00%	500	0.00%
Training	3370	100	743	200	0	200	400	400	100.00%	400	100.00%
Subsistence	3375	(49)	0	100	0	100	100	100	0.00%	100	0.00%
Travel	3380	68	10	100	0	100	100	100	0.00%	100	0.00%
Maintenance-Equipment											
Buildings & Grounds	3510	23,124	28,979	19,300	1,349	19,300	19,800	19,800	2.59%	19,800	2.59%
Fleet Maintenance	3521	36,535	71,589	31,800	8,607	31,800	32,700	32,700	2.83%	32,700	2.83%
Outside repairs											
Risk Mgmt. Internal Charge	3563	11,300	4,800	5,000	1,668	5,000	4,300	4,300	-14.00%	4,300	-14.00%
Info Tech. Internal Charge	3564	7,300	7,400	6,500	2,168	6,500	6,800	6,800	4.62%	6,800	4.62%
Other Services	3590	494	210	500	44	500	500	500	0.00%	500	0.00%
<b>TOTAL</b>		<b>128,112</b>	<b>170,232</b>	<b>116,700</b>	<b>31,854</b>	<b>116,700</b>	<b>125,000</b>	<b>125,000</b>	<b>7.11%</b>	<b>125,000</b>	<b>7.11%</b>
<b>CAPITAL OUTLAY</b>											
Capital Outlay	6200	30,550	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>		<b>30,550</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>
<b>TOTAL</b>		<b>583,447</b>	<b>594,430</b>	<b>551,500</b>	<b>178,617</b>	<b>551,500</b>	<b>568,300</b>	<b>543,700</b>	<b>3.05%</b>	<b>543,700</b>	<b>-1.41%</b>

# CITY OF NEW BRIGHTON

## STRATEGIC PLAN 2015

### **PARKS & RECREATION**

- **PARKS, FORESTRY, PROGRAMS and NEW BRIGHTON COMMUNITY CENTER**

### **Service Description**

The Parks & Recreation Department strives to enhance the quality of life for New Brighton citizens and visitors through high quality services and facilities. Parks and recreation programs and facilities contribute to the overall health of a community, neighborhoods, and individuals. New Brighton offers park facilities and recreation programs/activities year round for residents of all ages and abilities. These services encourage healthy lifestyles, increase property values, develop community pride, protect the environment, and relieve stress.

- Maintain parks, trails, and open space to ensure safety and cleanliness.
- Maintain a safe and high quality urban forest.
- Provide quality & diverse recreation programs that meet the needs of our community.
- Manage the New Brighton Community Center in a cost-effective manner that provides positive experiences for all visitors.

The department consists of five separate divisions: parks maintenance, forestry management, recreation programs, New Brighton Community Center and Brightwood Hills Golf Course (details included in Enterprise Operation section of the Strategic Plan). The City employs 16.5 full-time and three permanent part-time employees in the non-enterprise areas. In addition the Park and Recreation Department is the City's largest employer of part-time and seasonal staff.

Playground equipment, trails, ball diamonds, soccer and football fields, disc golf, skate boarding and climbing equipment, tennis, pickleball and basketball courts are maintained for the community to enjoy. The Parks crew maintains 13 parks containing of 173 acres of park and open space in addition to miles of trails for walking, running, biking, and inline skating. Parks Maintenance Personnel began mowing, pruning, and maintaining the New Brighton Exchange acres and took on the tree treatment of Emerald Ash Borer in 2010. The department also operates four Neighborhood Centers. Annually, the Neighborhood Centers hosts 245 events and 62 community group meetings. Each center has knotty pine walls, fireplaces, tables, and chairs, making them ideal for neighborhood gatherings, meetings, business rentals, or family functions. The City offers the neighborhood centers, park fields, and equipment for reservation/rental to the public.

In the forestry division, the City is currently focusing on Emerald Ash Borer (EAB), Dutch Elm, Oak Wilt and hazardous trees. The City initiated an EAB injection program in 2010 for boulevard and selected park trees; reapplication occurred in 2012 and 2013. In 2015 the reapplication will occur on the trees treated in 2012. Yearly, the City provided residents with a list of qualified contractors to treat Emerald Ash Borer. The City is proud to have been

recognized as a "Tree City USA" for the past 32 years. In the fall of 2014 a full-time maintenance worker/forester will replace the 180-day seasonal forestry technician.

Program brochures describing all activities are produced and mailed to homes in New Brighton seasonally. Registration is provided at our website [www.newbrightonmn.gov](http://www.newbrightonmn.gov) as well as by fax, phone and in person. The department is proud to provide high quality, diverse, accessible, and affordable programs to residents of New Brighton and surrounding communities. Activities range from aquatics programs, dance, gymnastics, full day summer child care, youth and adult sport leagues, senior trips and fitness classes.

The New Brighton Community Center is home to the Parks & Recreation Department and a focal point for the community. It serves as a gathering place for New Brighton and surrounding areas, having over 475,150 visits per year, for recreational, social, and business purposes. Annually, the NBCC hosts nearly 1,000 birthday parties, 1,265 business rentals, 233 receptions and events, nearly 200 community group meetings, and has 1,850 active members. In room reservations that equates to 200 more reservations in the past year as compared to the previous year. Its features include a fitness center, walking/running track, gymnasium, fitness studio, the Eagles Nest Indoor Playground, NBCC Meeting and Events Center, multi-purpose rooms, and senior room. In addition, the NBCC leases space to Knotworks Massage, Ramsey County Library, WIC (Women, Infant & Children), and Subway Real Estate LLC,; a new tenant in the fall of 2013. Subway has a three year lease agree with the option to renew for three (3) consecutive periods of three (3) years each. Knotworks Massage became a tenant in 2011. The Ramsey County Library signed a lease agreement in April 2011 and will be a tenant for the next 20 years. WIC's lease began in 2010 and the lease is a 30 year agreement.

## **Changes to Proposed Service Level or Revenue**

For 2015, the budget includes changing four permanent part-time staff to full-time status. The increased users to the New Brighton Community Center necessitate a need to increase staffing levels at the front line level. In addition, with the requirements of the mandated Health Care Reform Act, staff is pro-actively responding to positions that will require the city to pay full-time benefits to these current positions. The total hours added, into the budget, amounts to 16.21 additional hours per week or 843 hours per year.

Recreation program service levels were reviewed in detail in 2010. Program offerings were reallocated as were staffing levels. Service level changes resulted in staff working to define programs, activities, and services to meet the community's needs.

The Parks, Recreation, and Trails Strategic Plan was approved by City Council on May 23, 2006. This Strategic Plan was in its planning stages for almost one year. The purpose of this plan is that it provides vision, priorities, goals, policies, and detailed work plans for the future delivery of parks and recreation services. Areas of emphasis include recreation programs, Brightwood Hills Golf Course, trails and sidewalks, public art and youth services. The community had an amazing level of involvement. The City and the consulting firm facilitated a series of public workshops, focus groups, and meetings to learn about the community's park and recreation needs. The information gathered at these meetings, along with a community survey, was the basis for the final plan. Through the Parks, Recreation, and Trails Strategic Plan, the New Brighton Parks and Recreation Department is committed to improving health, protecting

natural resources, fostering healthy youth development, sustaining fiscal responsibility and supporting community reinvestments.

Capital improvement (fleet and non-fleet) items and the pavement management plan were allotted a funding source. It is important to maintain this funding mechanism so the City's park system infrastructure and equipment remain current and safe. Both the parks and New Brighton Community Center require significant replacements to continue meeting the needs of the system.

In order to maintain high levels of customer service, training is conducted for all regular part-time and seasonal staff. This is accomplished through group trainings and individual based opportunities. The goal is for all employees to be prepared to meet and exceed their job responsibilities on a daily basis.

Marketing of all department services has been enhanced to attract new participants to the City's recreation programs, parks and facilities. An emphasis has been placed on social media, cross marketing services, facilities, promotion to current system users, as well as to increase awareness of the City's parks and recreation services to those not familiar with current opportunities.

The New Brighton Exchange will see added parks, along with trails connecting to Ramsey County Long Lake Regional Park, and a central greenway corridor.

## Personnel Status and Strategy

	# of People	Position	FTE 2011	FTE 2012	FTE 2013	FTE 2014	FTE 2015
<b>Full-Time</b>							
	1	Director	1.00	1.00	1.00	1.00	1.00
	1	Assistant Director	1.00	1.00	1.00	1.00	1.00
	0	Recreation Program Manager	0.00	0.00	0.00	0.00	0.00
	1	Facilities Manager	1.00	1.00	1.00	1.00	1.00
	3	Recreation Supervisor	3.00	3.00	3.00	3.00	3.00
	1	Parks Superintendent	1.00	1.00	1.00	1.00	1.00
	3.5	Maintenance Worker	2.5	2.5	2.5	2.5	3.5
	1	Office Assistant	1.00	1.00	1.00	1.00	1.00
	1	Lead Custodian	1.00	1.00	1.00	1.00	1.00
	1	Facility Use Coordinator	0.00	0.00	0.00	0.00	1.00
	1	Membership Clerk	0.00	0.00	0.00	0.00	1.00
	1	Lead Guest Service	0.00	0.00	0.00	0.00	1.00
	1	Custodian (CPL)	0.00	0.00	0.00	0.00	1.00
<b>Subtotal</b>		<b>Full-time</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>16.5</b>
		<b>Reg. Part-time, Part-time &amp; Seasonal FTEs</b>	<b>18.33</b>	<b>17.25</b>	<b>17.25</b>	<b>18.62</b>	<b>15.28</b>
<b>TOTAL PARKS AND RECREATION FTEs</b>			<b>29.83</b>	<b>28.75</b>	<b>28.75</b>	<b>30.12</b>	<b>31.78</b>
Recreation Supervisors departed in June 2009 and October 2009 and the Forester resigned in September 2009; positions were not refilled. A Recreation Supervisor position was filled in Sept. 2010. A Recreation Programmer resigned in 2010 and was replaced with a permanent part-time employee. Hired FT Park Maintenance/Forester in November 2014. Four positions (Facility Use Coordinator, Membership Clerk, Lead Guest Services & Custodian (Creative Play Leader) moved to FT vs PPT in January 2015 (those position were at or over 30 hours a week in 2014).							

## **Strategic Opportunities and Challenges**

- To keep the Parks, Recreation, and Trails Strategic Plan a living document and to promote the plan in all aspects of the department.
- To promote the benefits of parks and recreation to residents, business community, and park system users.
- To utilize technology in a manner that supports efficiency and quality service.
- To provide positive experiences for park system users and participants by providing and maintaining the highest level service and maintenance.
- To support and properly train all part-time and seasonal employees.
- To set fees at a level which maximizes participation and revenue therefore, decreasing the level for tax investment.
- To promote recreational facilities in a consistent and high quality fashion.
- To maintain a positive relationship with the community by ensuring that all parks and recreation staff is accessible to the residents and by working closely with local organizations/associations in the delivery of services.

## **Parks/Forestry Division**

- To continue to maintain the park system infrastructure in a manner that ensures its physical integrity now and in the future.
- To implement new maintenance procedures or invest in new products and/or equipment that will have a long-term cost savings.
- To operate the Neighborhood Centers in a cost-effective manner that promotes cohesive neighborhoods and generates revenue when appropriate.
- To attract and retain fee paying users to the City's park system.
- When applicable, utilize contractual services to perform maintenance duties in the most cost-effective and efficient method.
- To prepare for the increase in public open space and right-of-ways associated with the City's redevelopment efforts.
- To work cooperatively with the Public Works Department in the delivery of City-wide maintenance services.
- To control Dutch elm and oak wilt diseases on public and private properties in accordance with state and city statutes and ordinances.
- Utilize contractual services to perform forestry duties in the most cost-effective and efficient method.
- To manage and control emerald ash borer that threatens thousands of ash tree in New Brighton. This includes tree injections to protect boulevard and selected park ash trees as well as additional plantings to ensure replacement of trees that may be lost to emerald ash borer.

## **Recreation Programs**

- To continually evaluate recreation programs to ensure that the appropriate level of program expenses are covered by user fees.
- To continue the aquatics program by ensuring that all costs associated with the program are covered by revenues.
- To provide recreation programs which are accessible to all demographics.

- To provide positive recreation opportunities throughout the entire year.
- To provide recreation opportunities that promotes strong families.
- To monitor and improve recreation programs to meet the changing expectations of patrons, to increase revenues, and to sustain healthy lifestyles.
- To continue to develop and maintain collaborative programs with neighboring communities and organizations.

### **New Brighton Community Center**

- To be considered the focal point and gathering place for the residents in New Brighton.
- To maintain a collaborative partnership with the Ramsey County Library in New Brighton and develop joint program that benefits both organizations.
- To provide a variety of program options that meet the needs of all demographics at a level that exceeds customer expectations.
- To promote the Eagles Nest Indoor Playground as a regional recreation destination for individuals and groups throughout the Twin Cities and western Wisconsin.
- To maintain a clean, safe and quality facility that provides a positive experience for building visitors.
- To continually monitor and improve new program ideas and rental opportunities.
- To maintain a positive relationship with facility tenants.
- To retain current facility users as well as attract new users through high levels of customer service, building maintenance, updated equipment/furnishings and marketing.

**2015 BUDGET  
PARKS  
101-44141**

	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015 Dept.		2015 City Mgr		2015	
						Requested Budget	% Change 14/15	Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>PERSONNEL SERVICES</b>											
Regular Wage 1100	392,695	388,501	410,900	113,016	410,900	418,300	1.80%	418,300	1.80%	418,300	1.80%
Overtime 1110	4,975	6,232	10,000	3,856	9,500	10,200	2.00%	10,200	2.00%	10,200	2.00%
Severance Pay 1400	3,808	(313)	3,900	0	3,900	3,900	0.00%	3,900	0.00%	3,900	0.00%
FICA 1640	28,213	27,096	32,200	8,148	32,200	32,800	1.86%	32,800	1.86%	32,800	1.86%
PERA 1645	25,903	26,458	27,900	8,473	27,900	28,900	3.58%	28,900	3.58%	28,900	3.58%
Insurance 1650	55,353	57,858	61,300	23,843	61,300	63,300	3.26%	73,000	19.09%	73,000	19.09%
Workers Compensation 1660	7,900	8,100	10,400	3,468	10,400	9,900	-4.81%	9,900	-4.81%	9,900	-4.81%
Unemployment 1670	0	0	1,000	0	500	1,000	0.00%	1,000	0.00%	1,000	0.00%
CC Membership 1675	2,193	909	1,200	675	1,200	600	-50.00%	600	-50.00%	600	-50.00%
<b>TOTAL</b>	<b>521,040</b>	<b>514,841</b>	<b>558,800</b>	<b>161,479</b>	<b>557,800</b>	<b>568,900</b>	<b>1.81%</b>	<b>578,600</b>	<b>3.54%</b>	<b>578,600</b>	<b>3.54%</b>
<b>MATERIALS AND SUPPLIES</b>											
Maint Materials 2140	22,671	24,106	20,600	1,981	20,600	21,200	2.91%	21,200	2.91%	21,200	2.91%
General Materials 2170	12,926	8,827	8,800	2,588	8,800	9,400	6.82%	9,400	6.82%	9,400	6.82%
Maintenance Supplies 2171	11,226	13,352	13,500	2,322	13,500	13,900	2.96%	13,900	2.96%	13,900	2.96%
Uniforms 2260	1,470	1,006	600	0	600	600	0.00%	600	0.00%	600	0.00%
Small Equipment 2280	4,093	5,216	4,200	1,681	4,200	4,300	2.38%	4,300	2.38%	4,300	2.38%
<b>TOTAL</b>	<b>52,386</b>	<b>52,507</b>	<b>47,700</b>	<b>8,572</b>	<b>47,700</b>	<b>49,400</b>	<b>3.56%</b>	<b>49,400</b>	<b>3.56%</b>	<b>49,400</b>	<b>3.56%</b>
<b>CONTRACTUAL SERVICES</b>											
Professional Services 3300	0	360	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Electricity 3318	19,402	19,299	20,900	3,294	20,900	20,900	0.00%	20,900	0.00%	20,900	0.00%
Natural Gas 3319	4,461	5,383	4,800	2,488	4,800	5,500	14.58%	5,500	14.58%	5,500	14.58%
Utilities 3320	2,438	2,825	1,900	681	2,500	2,800	47.37%	2,800	47.37%	2,800	47.37%
Postage 3330	1,275	3,300	4,000	2,400	4,000	4,000	0.00%	4,000	0.00%	4,000	0.00%
Printing & Publishing 3340	17,443	13,695	14,500	7,352	14,500	14,500	0.00%	14,500	0.00%	14,500	0.00%
Waste Removal 3351	11,895	10,369	10,200	1,183	10,200	10,500	2.94%	10,500	2.94%	10,500	2.94%
Memberships & Dues 3360	4,412	3,946	4,000	2,587	4,000	4,800	20.00%	4,800	20.00%	4,800	20.00%
Training 3370	740	1,780	2,200	0	2,200	2,200	0.00%	2,200	0.00%	2,200	0.00%
Subsistence 3375	2,912	1,118	2,200	862	2,200	2,900	31.82%	2,900	31.82%	2,900	31.82%
Travel 3380	734	892	1,600	49	1,600	1,600	0.00%	1,600	0.00%	1,600	0.00%
Maintenance-Equipment											
Buildings & Grounds 3510	36,868	70,578	101,600	10,331	93,600	37,100	-63.48%	37,100	-63.48%	37,100	-63.48%
Non-Fleet Internal Charge (F) 3561	81,500	83,900	86,400	28,800	86,400	89,000	3.01%	89,000	3.01%	89,000	3.01%
Fleet Internal Charge 3562	45,300	46,700	48,100	16,032	48,100	49,500	2.91%	49,500	2.91%	49,500	2.91%
Risk Mgmt. Internal Charge 3563	51,700	48,900	41,500	13,832	41,500	35,900	-13.49%	35,900	-13.49%	35,900	-13.49%
Info. Tech. Internal Charge 3564	16,400	16,600	16,500	5,500	16,500	17,200	4.24%	17,200	4.24%	17,200	4.24%
Pavement Mgmt Charge 3565	62,200	64,400	66,600	22,200	66,600	68,900	3.45%	68,900	3.45%	68,900	3.45%
Other Services 3590	0	619	300	0	300	500	66.67%	500	66.67%	500	66.67%
<b>TOTAL</b>	<b>359,680</b>	<b>394,664</b>	<b>428,300</b>	<b>117,591</b>	<b>420,900</b>	<b>368,800</b>	<b>-13.89%</b>	<b>368,800</b>	<b>-13.89%</b>	<b>368,800</b>	<b>-13.89%</b>
<b>TOTAL</b>	<b>933,106</b>	<b>962,012</b>	<b>1,034,800</b>	<b>287,642</b>	<b>1,026,400</b>	<b>987,100</b>	<b>-4.61%</b>	<b>996,800</b>	<b>-3.67%</b>	<b>996,800</b>	<b>-3.67%</b>

**2015 BUDGET  
FORESTRY  
101-44142**

	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015 Dept.		2015 City Mgr		2015	
						Requested Budget	% Change 14/15	Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>PERSONNEL SERVICES</b>											
Regular Wage 1100	10,331	28,921	31,300	0	43,500	72,800	132.59%	72,800	132.59%	72,800	132.59%
Severance Pay 1400						0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
FICA 1640	790	2,212	2,400	0	3,000	5,600	133.33%	5,600	133.33%	5,600	133.33%
PERA 1645					600	3,900	#DIV/0!	3,900	#DIV/0!	3,900	#DIV/0!
Insurance 1650					2,300	13,600	#DIV/0!	9,900	#DIV/0!	9,900	#DIV/0!
Workers Compensation 1660	300	400	600	200	1,000	2,400	300.00%	2,400	300.00%	2,400	300.00%
Unemployment Compensation 1670	0	416	500	2,702	3,500	3,000	500.00%	3,000	500.00%	3,000	500.00%
CC Membership 1675						300	#DIV/0!	300	#DIV/0!	300	#DIV/0!
<b>TOTAL</b>	<b>11,421</b>	<b>31,949</b>	<b>34,800</b>	<b>2,902</b>	<b>53,900</b>	<b>101,600</b>	<b>191.95%</b>	<b>97,900</b>	<b>181.32%</b>	<b>97,900</b>	<b>181.32%</b>
<b>MATERIALS AND SUPPLIES</b>											
General Materials 2170	8,948	32,467	18,700	3,190	18,700	41,200	120.32%	41,200	120.32%	41,200	120.32%
Books and Periodicals 2250	0	42	100	0	100	100	0.00%	100	0.00%	100	0.00%
Uniforms 2260	160	664	200	0	200	400	100.00%	400	100.00%	400	100.00%
<b>TOTAL</b>	<b>9,108</b>	<b>33,173</b>	<b>19,000</b>	<b>3,190</b>	<b>19,000</b>	<b>41,700</b>	<b>119.47%</b>	<b>41,700</b>	<b>119.47%</b>	<b>41,700</b>	<b>119.47%</b>
<b>CONTRACTUAL SERVICES</b>											
Professional Services 3300	66,130	40,103	49,500	0	49,500	50,000	1.01%	50,000	1.01%	50,000	1.01%
Subscriptions & Dues 3360	155	182	200	92	200	200	0.00%	200	0.00%	200	0.00%
Training 3370	0	85	200	0	200	200	0.00%	200	0.00%	200	0.00%
Subsistence 3375	0	74	100	0	100	100	0.00%	100	0.00%	100	0.00%
Fleet Internal Chg. 3562	4,600	4,700	4,800	1,600	4,800	4,900	2.08%	4,900	2.08%	4,900	2.08%
Risk Mgmt. Internal Charge 3563	500	500	500	168	500	400	-20.00%	400	-20.00%	400	-20.00%
Info. Tech. Internal Charge 3564	3,200	3,300	3,300	1,100	3,300	3,400	3.03%	3,400	3.03%	3,400	3.03%
Other Services 3590	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>	<b>74,585</b>	<b>48,944</b>	<b>58,600</b>	<b>2,960</b>	<b>58,600</b>	<b>59,200</b>	<b>1.02%</b>	<b>59,200</b>	<b>1.02%</b>	<b>59,200</b>	<b>1.02%</b>
<b>TOTAL</b>	<b>95,114</b>	<b>114,066</b>	<b>112,400</b>	<b>9,052</b>	<b>131,500</b>	<b>202,500</b>	<b>80.16%</b>	<b>198,800</b>	<b>76.87%</b>	<b>198,800</b>	<b>76.87%</b>

**2015 BUDGET  
RECREATION PROGRAMS  
101-44143**

	2012	2013	2014	2014	Projected	2015		2015		2015	
	Actual	Actual	Budget	April	2014	Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>PERSONNEL SERVICES</b>											
Regular Wage 1100	356,720	379,691	402,800	109,583	402,800	429,000	6.50%	429,000	6.50%	429,000	6.50%
Overtime 1110	74	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Severance Pay 1400	2,401	331	2,800	0	2,800	1,200	-57.14%	1,200	-57.14%	1,200	-57.14%
FICA 1640	25,592	27,115	30,800	8,177	30,800	32,800	6.49%	32,800	6.49%	32,800	6.49%
PERA 1645	21,687	20,636	20,100	6,703	20,100	21,900	8.96%	21,900	8.96%	21,900	8.96%
Insurance 1650	31,451	32,752	34,700	9,767	34,700	31,100	-10.37%	34,200	-1.44%	34,200	-1.44%
Workers Compensation 1660	4,000	4,000	7,100	2,368	7,100	6,900	-2.82%	6,900	-2.82%	6,900	-2.82%
Unemployment Compensation: 1670	780	123	3,500	67	1,000	1,000	-71.43%	1,000	-71.43%	1,000	-71.43%
CC Membership 1675	1,355	1,093	1,600	0	1,600	1,600	0.00%	1,600	0.00%	1,600	0.00%
<b>TOTAL</b>	<b>444,060</b>	<b>465,741</b>	<b>503,400</b>	<b>136,665</b>	<b>500,900</b>	<b>525,500</b>	<b>4.39%</b>	<b>528,600</b>	<b>5.01%</b>	<b>528,600</b>	<b>5.01%</b>
<b>MATERIALS AND SUPPLIES</b>											
General Materials 2170	11,928	11,813	15,500	2,263	10,900	14,700	-5.16%	14,700	-5.16%	14,700	-5.16%
Uniforms 2260	0		600	0	300	700	16.67%	700	16.67%	700	16.67%
Small Equipment 2280	0		500	0	500	500	0.00%	500	0.00%	500	0.00%
<b>TOTAL</b>	<b>11,928</b>	<b>11,813</b>	<b>16,600</b>	<b>2,263</b>	<b>11,700</b>	<b>15,900</b>	<b>-4.22%</b>	<b>15,900</b>	<b>-4.22%</b>	<b>15,900</b>	<b>-4.22%</b>
<b>CONTRACTUAL SERVICES</b>											
Professional Services 3300	8,495	12,529	13,500	5,286	12,400	13,700	1.48%	13,700	1.48%	13,700	1.48%
Postage 3330	0	0	100	0	100	100	0.00%	100	0.00%	100	0.00%
Printing & Publishing 3340	2,573	2,707	3,200	464	2,800	2,800	-12.50%	2,800	-12.50%	2,800	-12.50%
Training 3370	1,066	807	1,600	214	1,600	1,600	0.00%	1,600	0.00%	1,600	0.00%
Subsistence 3375	280	44	400	28	400	400	0.00%	400	0.00%	400	0.00%
Travel 3380	105	289	500	0	300	700	40.00%	700	40.00%	700	40.00%
Maintenance: 3510	4,453	4,676	4,800	4,670	4,700	4,800	0.00%	4,800	0.00%	4,800	0.00%
Risk Mgmt. Internal Charge 3563	6,000	6,000	2,700	900	2,700	2,400	-11.11%	2,400	-11.11%	2,400	-11.11%
Info. Tech Internal Charge 3564	20,200	20,400	20,100	6,700	20,100	21,000	4.48%	21,000	4.48%	21,000	4.48%
Credit Card Fees 3585	10,584	11,447	11,000	3,641	11,000	11,300	2.73%	11,300	2.73%	11,300	2.73%
Other Services 3590	35,667	49,271	37,100	4,400	45,700	44,300	19.41%	44,300	19.41%	44,300	19.41%
Scholarships-Rec Programs 3595	1,587	1,299	2,800	25	2,800	2,800	0.00%	2,800	0.00%	2,800	0.00%
<b>TOTAL</b>	<b>91,010</b>	<b>109,469</b>	<b>97,800</b>	<b>26,328</b>	<b>104,600</b>	<b>105,900</b>	<b>8.28%</b>	<b>105,900</b>	<b>8.28%</b>	<b>105,900</b>	<b>8.28%</b>
<b>TOTAL</b>	<b>546,998</b>	<b>587,023</b>	<b>617,800</b>	<b>165,256</b>	<b>617,200</b>	<b>647,300</b>	<b>4.78%</b>	<b>650,400</b>	<b>5.28%</b>	<b>650,400</b>	<b>5.28%</b>

**2015 BUDGET  
COMMUNITY CENTER  
101-44144**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	474,415	505,693	527,900	144,983	527,900	561,700	6.40%	561,700	6.40%	561,700	6.40%
Severance Pay	1400	3,643	(7,917)	900	31	900	(1,000)	-211.11%	(1,000)	-211.11%	(1,000)	-211.11%
FICA	1640	35,744	38,930	40,400	11,229	40,400	43,000	6.44%	43,000	6.44%	43,000	6.44%
PERA	1645	30,367	32,724	41,100	9,258	41,100	43,700	6.33%	43,700	6.33%	43,700	6.33%
Insurance	1650	24,403	23,225	25,900	4,691	25,900	49,000	89.19%	53,900	108.11%	53,900	108.11%
Workers' Comp	1660	4,800	4,800	7,500	2,500	7,500	7,000	-6.67%	7,000	-6.67%	7,000	-6.67%
Unemployment Comp	1670	16	710	3,000	1	1,000	1,000	-66.67%	1,000	-66.67%	1,000	-66.67%
CC Membership	1675	1,584	943	1,600	536	1,600	1,500	-6.25%	1,500	-6.25%	1,500	-6.25%
<b>TOTAL</b>		<b>574,972</b>	<b>599,108</b>	<b>648,300</b>	<b>173,229</b>	<b>646,300</b>	<b>705,900</b>	<b>8.88%</b>	<b>710,800</b>	<b>9.64%</b>	<b>710,800</b>	<b>9.64%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	42,190	43,841	46,000	15,048	47,300	49,400	7.39%	49,400	7.39%	49,400	7.39%
Uniforms	2260	628	2,196	1,500	0	1,100	1,500	0.00%	1,500	0.00%	1,500	0.00%
Small Equipment	2280	1,725	989	1,400	0	1,400	1,400	0.00%	1,400	0.00%	1,400	0.00%
<b>TOTAL</b>		<b>44,543</b>	<b>47,026</b>	<b>48,900</b>	<b>15,048</b>	<b>49,800</b>	<b>52,300</b>	<b>6.95%</b>	<b>52,300</b>	<b>6.95%</b>	<b>52,300</b>	<b>6.95%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	1,476	485	2,700	0	1,600	2,700	0.00%	2,700	0.00%	2,700	0.00%
Promotions & Advertising	3309	4,833	1,844	7,000	605	7,200	7,000	0.00%	7,000	0.00%	7,000	0.00%
Communications	3310	863	1,092	1,000	561	1,700	1,700	70.00%	1,700	70.00%	1,700	70.00%
Electricity	3318	70,666	77,750	72,500	13,200	79,000	80,000	10.34%	80,000	10.34%	80,000	10.34%
Natural Gas	3319	21,105	23,785	27,200	9,601	25,000	27,000	-0.74%	27,000	-0.74%	27,000	-0.74%
Utility Charges	3320	4,624	2,432	2,600	668	2,500	2,600	0.00%	2,600	0.00%	2,600	0.00%
Postage	3330	144	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Printing & Publishing	3340	4,461	3,667	6,200	108	4,400	6,200	0.00%	6,200	0.00%	6,200	0.00%
Cleaning	3350	64,361	65,110	71,900	19,024	71,900	73,500	2.23%	73,500	2.23%	73,500	2.23%
Waste Removal	3351	4,330	5,215	6,700	3,003	6,000	6,700	0.00%	6,700	0.00%	6,700	0.00%
Memberships	3360	760	782	800	0	800	800	0.00%	800	0.00%	800	0.00%
Training	3370	1,217	568	1,200	0	1,000	1,300	8.33%	1,300	8.33%	1,300	8.33%
Subsistence	3375	826	646	700	85	500	900	28.57%	900	28.57%	900	28.57%
Travel	3380	1,435	774	1,200	249	1,200	1,200	0.00%	1,200	0.00%	1,200	0.00%
Maintenance-Equipment												
Buildings & Grounds	3510	49,392	70,413	70,900	19,535	70,900	70,900	0.00%	70,900	0.00%	70,900	0.00%
Non-Fleet Internal Charge	3561	178,700	184,100	189,600	63,200	189,600	195,300	3.01%	195,300	3.01%	195,300	3.01%
Risk Mgmt Internal Charge	3563	9,200	9,500	11,100	3,700	11,100	9,600	-13.51%	9,600	-13.51%	9,600	-13.51%
Info. Tech. Internal Charge	3564	23,800	24,000	23,600	7,868	23,600	24,700	4.66%	24,700	4.66%	24,700	4.66%
Pavement Mgmt Charge	3565	13,500	14,200	14,900	4,968	14,900	15,600	4.70%	15,600	4.70%	15,600	4.70%
Credit Card Fees	3585	15,841	17,179	17,000	5,462	18,000	19,000	11.76%	19,000	11.76%	19,000	11.76%
Other Services	3590	880	827	0	444	800	800	#DIV/0!	800	#DIV/0!	800	#DIV/0!
Items for Resale	3650	11,965	9,756	6,900	2,492	9,700	10,100	46.38%	10,100	46.38%	10,100	46.38%
Theft/Vandalism	7401	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>484,379</b>	<b>514,125</b>	<b>535,700</b>	<b>154,773</b>	<b>541,400</b>	<b>557,600</b>	<b>4.09%</b>	<b>557,600</b>	<b>4.09%</b>	<b>557,600</b>	<b>4.09%</b>
<b>TOTAL</b>		<b>1,103,894</b>	<b>1,160,259</b>	<b>1,232,900</b>	<b>343,050</b>	<b>1,237,500</b>	<b>1,315,800</b>	<b>6.72%</b>	<b>1,320,700</b>	<b>7.12%</b>	<b>1,320,700</b>	<b>7.12%</b>

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## PUBLIC SAFETY

- POLICE, FIRE, EMERGENCY MANAGEMENT

### Service Description

The Department of Public Safety's Mission Statement is as follows:

*The New Brighton Department of Public Safety, in partnership with the community, is dedicated to protect, serve and educate. We value and promote a respect for human dignity by ensuring a common goal of a safe community.*

The Public Safety Department provides a full spectrum of emergency response, police and fire services, community oriented policing, public education and emergency management services to the community.

- Provide community oriented policing & quality fire protection to all citizens
- Play a visible role in the community preventing, responding to and investigating incidents
- Ensure on-going, multi-directional communication with residents for prevention and updates on incidents, trends, and outcomes
- Be a leader in regional activities to benefit our citizens

In the Police Division, services include 24 hour supervised patrol, investigations, crime prevention, animal control, and school based officers. Services are provided by a team of sworn officers and non-sworn personnel, including Volunteers in Public Safety, Police Reserve Officers, and Police Explorers. Three Police officers (School Resource Officers) are assigned to Highview Middle School, Irondale High School and the Elementary Schools to provide law enforcement services, criminal investigations, school safety planning and response, staff consultation, education and where appropriate mentoring during the school year. Police officers respond to approximately 10,500 calls for service per year and Firefighters respond to approximately 350 incidents per year. One Police Officer is assigned on a full time basis to the Ramsey County Violent Crime Enforcement Team (VCET) that provides for drug and violent crime concerns. The City of New Brighton receives dispatching services through the Ramsey County Emergency Communications Center (ECC). The Ramsey County ECC serves all jurisdictions in Ramsey County with the exception of the City of White Bear Lake. New Brighton is served by Allina Medical for emergency medical response and transportation.

The 2013 community survey indicated that residents felt very safe or somewhat safe 99% of the time in their home during the day and 97% felt safe in their neighborhood during the day. The percentage for feeling very safe or somewhat safe in their neighborhood after dark fell to 84% but all categories were above the national benchmarks. The quality of police services in the City received the second highest rating among city services with 92% rating it as Excellent or Good. This rating is "much above" the national and regional comparison for quality of services. Crime prevention efforts include the NOP (Neighborhood Oriented Policing) Officer program, Neighborhood Crime Watch, Crime-Free Multi-Housing Programs and many safety seminars, etc. The Police Division also is continuing to enhance and develop the VIPS program (Volunteers in Public Safety) that plays a non-enforcement role in crime prevention activities. The City of New Brighton has been in the top five in the nation for thirteen consecutive years

(1st in the Nation in 2005, 2009 and 2013) for its National Night Out activities and plans to continue that performance in 2015 and beyond. Public Safety also received its second International Association of Chiefs of Police (IACP) Community Policing Award in 2011 further demonstrating the commitment to community policing.

The quality of fire services in the City received the highest rating among city services with 94% rating it as Excellent or Good. This rating is “much above” the national and regional comparison for quality of services. The Fire Division of Public Safety provides fire suppression and prevention throughout New Brighton. These activities include recruitment, orientation, and training of a full complement of volunteer firefighters. The Division has one full-time Firefighter providing inspection of residential and commercial properties by enforcing State Fire Codes along with applying NFPA and life safety standards. The Fire Division also participates in a regional hazardous materials response team with participating departments to include New Brighton, Lake Johanna, Vadnais Heights and Falcon Heights (North Suburban Haz Mat Team). Deputy Chief Trevor Hamdorf is the current President of the North Suburban Haz Mat Team. Fire prevention activities in the schools and in the community at large are provided by both paid personnel and volunteer firefighters. The Fire Division also participates in a multi-jurisdictional Fire Investigation Team (FIT) which helps determine cause and origin of fires. Fire Marshal Kip LaMotte serves as the Team Supervisor for the FIT Team.

The City of New Brighton has an emergency management plan in place in the event of a major disaster. Protection of life and property and alleviation of human distress are the primary goals of the emergency operations plan. The Director of Public Safety is the Emergency Management Director and is responsible for the coordination of efforts between governments to assure the safety and protection of residents and the orderly management of resources and provision of services. And, the City of New Brighton’s Public Safety Center is the designated State of MN Alternate Emergency Operations Center and Regional Operations Center and serves as the location of the State’s Emergency Management Assistance Compact (EMAC) which can be operational in times of national disasters. The City and the State of MN renewed this Agreement in 2012. Deputy Director Paetznick and Deputy Fire Chief Hamdorf are fully trained members of the State of MN All Hazards Incident Management Team (AHIMT) and have been deployed nationally and statewide to assist other communities with disasters. The City of New Brighton is also committed to utilizing volunteers to protect our neighborhoods in the event of a disaster. Citizens are trained as Community Emergency Response Teams (CERT). They will assist in helping their neighborhoods in the event of natural and/or terrorist related disasters. The City’s CERT instructors are among the first trained in Minnesota.

### **Proposed Changes to Service Level or Revenue**

The Department of Public Safety continues to face staffing challenges in the Police Division. While we are currently budgeted for 28 full time sworn police officer positions, we are again facing shortages. One Police Officer, Ted Layton, has been deployed as part of his Army National Guard commitments to the Middle East for about one year. We anticipate that he will return in mid to late summer of 2015. We also lost a 26 year veteran, Sgt. Andy Masterman, to retirement in 2014. Hiring and promotional processes are in place in 2014 to regain the full complement of four Police Sergeants and a total of 28 authorized sworn police officers.

Further, the workload has been spread elsewhere within the organization to help alleviate some of the ancillary burden of the increased demands on patrol staff. With patrol supervisors (Sergeants) taking on more street-level duties, administrative staff have had to take up the slack. With the elimination through attrition of two Sergeant positions since 2006, many administrative and operational responsibilities have been absorbed by the two Deputy Directors. These two positions have significant and widespread spans of control, with the Police Division Deputy Director having eleven FTE direct-reports, including four Sergeants, three Detectives, one VCET liaison officer, and three SROs. The Fire Division also has span of control complexities, with the Fire Marshal, Crime Prevention/Crime Free Multi Housing officer, three Deputy Fire Chiefs, five Fire Captains, and 38 paid-on-call firefighters ultimately reporting to that position. We are reviewing options for reorganizing leadership responsibilities to include a potential additional senior management level position. We will also ask for outside assistance for a fire division promotional process for 2015 anticipating the potential departure of one paid on call Deputy Fire Chief and potentially two paid on call Fire Captains to retirement.

Our part time Office Technician will be leaving in 2014. Her family will be moving out of state to pursue other career opportunities. Our support staff have been tasked with significant responsibilities and tasks and the departure of the staff member in this position has resulted in a review of the needs for our front office staffing. We request increasing this position from part time/20 hours per week to full time status/40 hours per week. This will give us the opportunity to better and more quickly respond to the Community's public safety needs including inquiries via phone, in person/front desk and/or social media. This position historically has handled all training requests, tracks budget items, completes the weekly incident reports, that are posted to the departmental web page and e-mailed to the City and e-mail alert list, coordinates ongoing purchasing and serves as a first point of contact in assistance at the front desk and/or via phone. This will bring this Agency to four full time support staff. This was the staffing level in 2005 and was reduced to 3.5 FTE in 2006.

We have experienced several successes in our response and investigation of controlled substance incidents along with ongoing drug sales from properties in New Brighton. These incidents can quickly result in "blight" on neighborhoods, diminished property values not to mention the associated crime. These resulting investigations required substantial investigative resources and specialized training and experience to bring to successful and timely resolutions. In 2013 we recommended and received approval for deployment of one police officer to be assigned full time to the Ramsey County Violent Crime Enforcement Team (VCET). This position has provided for substantial drug enforcement activity in New Brighton and in the region and has been very successful. This position does result in an additional \$20,000 of funding for this officer via Ramsey County using state and federal pass through grants. We will recommend retaining this position for 2015 and beyond.

### **Strategic Opportunities and Challenges**

- We will continue to enhance and refine our Community Policing methods in 2015. This effort will include a refocus on crime watch/crime prevention principles which will begin in 2014 and carry thru 2015. We have also reinforced our Neighborhood Oriented

Policing Program increasing focus on broad problem solving authority for line level officers and their supervisors. We have also initiated a city wide committee that will meet on a regular basis to review ongoing problem areas in neighborhoods. The city wide "hot spot policing" committee can add more "tools to our toolbox" and additional perspectives in dealing with neighborhood issues. This renewed approach has been named "NOP 2.0".

- The Mounds View School District is anticipated to continue with three full time police officers serving the school district, students and staff. They will continue to work at Irondale High School, Highview Middle School, the Elementary Schools and the ALC.
- The Ramsey County Emergency Communications Center (ECC) opened in June of 2007. This dispatch center serves all of Ramsey County with the exception of White Bear Lake and is a model for cooperation and collaboration in government public safety services. The ECC's Computer Aided Dispatch (CAD) system will be fully replaced in 2015. The current CAD system is more than 20 years old and is owned by the City of St. Paul. The new CAD system will be owned and managed by Ramsey County. This decision will result in increased costs to every municipality in Ramsey County for the capital expenditures in purchasing this system as well as potential increased costs in maintenance and oversight for the system. This system will greatly improve service and will provide enhanced, reliable response data for Agencies. Dispatch fees including CAD costs will increase by about \$11,000 for 2015.
- The Police Division is currently working with Ramsey County Sheriff's Office for review of a new Records Management System. The current system utilized in New Brighton via the St. Paul Police Department is outdated and in need of replacement. An RFP process was completed in May and negotiations have begun for a new system for 2015. New Brighton has been part of the review and will need to transition to this new system as St. Paul's system "ages out". Additional costs for this system are still unknown.
- Ongoing deployment of one police officer to the Ramsey County Drug Task Force is needed to investigate and combat ongoing reports of controlled substance violations. This deployment of an existing officer has resulted in aggressive and timely investigations into these cases. The deployment of this officer will be offset by receipt of \$20,000 in grant funding along with a vehicle for use by the assigned Officer during the length of the assignment.
- The Fire Division will continue to maintain a paid on call Fire Division. The Fire Division continues to have a high level and rapid response to fire incidents. New Firefighters hired in 2013 have added to an extremely strong backbone for our local fire service. Many, if not all, surrounding Fire Departments have had to alter their personnel strategy to add more full time and/or duty crews for adequate response for fire and medical response. New Brighton has maintained its historically high level of response and service to fire related calls without changes to our staffing models. Several employees of the City of New Brighton serve as firefighters, and this has strengthened the day time firefighter response to emergencies and incidents in New Brighton. We have not followed the prevailing trend in hiring full time staff or providing duty crews and have "saved" significant funds without a lapse in quality or safety with this strategy.

- The Department of Public Safety will continue our commitment to working with our multi-family housing. Approximately one third of our housing is invested in multi-family housing. We have been aggressive in community policing strategies as well as the monitoring and enforcement of the multi-family licensing ordinance. We have had challenges with deteriorating properties but with the continued and aggressive work of our Crime Prevention/Crime Free Multi Housing Officer partnering with other City departments, we will be able to continue to prevent crime, increase communications, enhance prevention programs and work with other partners to ensure a safe community. We have experienced significant decreases in crime and calls for service in our multi-family housing.
- We experienced a decrease in Part One Crimes in 2013 with 36 fewer incidents resulting in a 5.9% percent decrease. Calls for service from 2012 to 2013 had a minimal drop with 18 fewer calls resulting in a negligible percentage decrease. Violent crime such as homicide, rape, robbery and aggravated assault remain at very low numbers and decreased from 25 violent crimes in 2012 to 17 violent crimes in 2013. New Brighton is a safe City. Our commitments to crime prevention, crime free multi housing, and neighborhood policing must continue unabated to ensure successful results and a safe community. Continued attention needs to be paid to prevention, communication, education, and visibility by public safety personnel. Police, in cooperation with schools, social service agencies, corrections and parents will need to be vigilant in preventing and/or reducing juvenile crime. The challenge will be to reduce our crime rate and continue to promote the reality of safety in the City of New Brighton.
- The Department of Public Safety moved full operations into the Public Safety Center in October 2003, and with such age comes increasing costs of routine maintenance, and addressing normal “wear and tear” of the building and its components, including roof leaks, HVAC units, interior/exterior finishes, etc. The daily maintenance and operations of a 24-hour facility like the Public Safety Center has never been fully-funded in the City’s budget with any sort of staff time beyond just a daily contracted janitorial service. The Fire Division Deputy Director, Public Safety Officers and others spend a significant amount of time dealing with facility infrastructure, mechanical contractors, routine grounds keeping, or even just performing the necessary maintenance/repairs to get the job done and keep the building operational for the critical services that the department provides. This facility which is now 11 years old provides opportunities to include additional training at reduced rates for New Brighton personnel as well as the potential for use as an Alternate State Emergency Operations Center. The challenge will be to continue to fully utilize the space and capability of the facility within our staffing limitations. We also have worked to reduce energy consumption and have completed the transition to more energy efficient lights. Our challenge will be to properly maintain the facility, equipment and furniture with shrinking resources. We are also working with the MN Chiefs of Police Association and Upper Midwest Community Policing on increased partnerships on training and potentially rental of City space. This would include a focus on use of the Public Safety Center as their training headquarters.
- The Department of Public Safety will continue to use volunteers such as Volunteers in Public Safety, Police Reserves, and Police Explorers to assist in performing functions and duties that do not require paid staff members. Budget challenges will be offset by

continued and aggressive use of volunteers and in particular will be used to assist in carrying out the continuing commitment to crime watch, National Night Out, CERT, Citizens Police Academy, Red Cross Blood Drives and the Santa Cop program. Volunteers have also been critical in graffiti abatement. Our Volunteers have also renewed their commitment to homeland security training and participation in local and regional exercises.

- The Department of Public Safety will be challenged in its Homeland Security. While this City has a plan in place, training for a changing world which includes terrorists in our nation will be a high priority. Continued training and participation in the North Suburban Haz Mat Team will be imperative to the needed response capabilities to haz mat and/or WMD related incidents. This training includes not only Public Safety and other government officials, but will include citizens. Public Safety will also be working with the Ramsey County Division of Emergency Management and Homeland Security to further integrate and implement a county wide Emergency Operations Plan. We are also serving as a "Closed Point of Delivery" for sharing antibiotics with area Cities to ensure that critical personnel receive treatment in the event of a chemical or biological issue. And, we will continue with the national initiative for communities organized to recognize and respond to terrorist incidents to include participating and training our community members as Citizen Emergency Response Teams (CERT).
- The Department of Public Safety will be faced with the challenge of delivering services and purchasing appropriate emergency vehicles, energy, and equipment in a time of decreasing public funding. We have delayed the purchase of a significant number of emergency vehicles primarily in part due to budgetary/financial concerns and this could result in a high number of vehicles needing to be replaced. We anticipate having a recommendation to Council in 2014 or early 2015 for purchase of a new fire truck/pumper.
- This challenge for delivery of all services will always leave our Agency interested in continuing to find efficient ways of delivering service to include consolidation of services including contracting to provide public safety services for or in conjunction with other cities.

### **Personnel Status and Strategy**

- We have one police officer who will be deployed beginning in June of 2014 serving with the Army National Guard in the Middle East. This will again challenge our patrol division for staffing levels. This deployment will last until mid to late 2015. We do not anticipate any Police Division retirements in 2015.
- Our part time Office Technician will be leaving in 2014. Her family will be moving out of state to pursue other career opportunities. Our support staff have been tasked with significant responsibilities and tasks and the departure of the staff member in this position has resulted in a review of the needs for our front office staffing. We request increasing this position from part time/20 hours per week to full time status/40 hours per week. This will give us the opportunity to better and more quickly respond to the Community's public safety needs including inquiries via phone, in person/front desk and/or social media. This position historically has handled all training requests, tracks budget items,

completes the weekly incident reports, that are posted to the departmental web page and e-mailed to the City and e-mail alert list, coordinates ongoing purchasing and serves as a first point of contact in assistance at the front desk and/or via phone. This will bring this Agency to four full time support staff. This was the staffing level in 2005 and was reduced to 3.5 FTE in 2006.

- We may have up to five retirements from the Fire Division in 2015 but we are sufficiently staffed for the foreseeable future with Firefighters.
- We will continue to study and make recommendations for leadership/supervisory potential changes. Our Deputy Directors have a very large span of control which may necessitate a restructuring of supervisory duties and/or an additional supervisory position.

	# of People	Position	FTE 2012	FTE 2013	FTE 2014	FTE 2015
<b>Full-Time</b>	<b>Current</b>					
	1	Director	1.00	1.00	1.00	1.00
	2	Deputy Director	2.00	2.00	2.00	2.00
	4	Sergeant	4.00	4.00	4.00	4.00
	3	Detective	3.00	3.00	3.00	3.00
	18	Police Officer	17.00	17.00	18.00	18.00
	1	Public Safety Officer	1.00	1.00	1.00	1.00
	1	Fire Marshal	1.00	1.00	1.00	1.00
	1	Office Assistant	1.00	1.00	2.00	2.00
	1	Office Technician	1.00	1.00	0.00	1.00
	1	Office Supervisor	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>33</b>		<b>32.00</b>	<b>32.00</b>	<b>33.00</b>	<b>34.00</b>
<b>Part-Time</b>						
	2	Public Safety Officer	1.50	1.50	1.50	1.50
	1	Office Technician	.50	.50	.50	0.00
<b>Subtotal</b>	<b>3</b>		<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>1.50</b>
<b>Total</b>	<b>36</b>		<b>34.00</b>	<b>34.00</b>	<b>35.00</b>	<b>35.50</b>

RESOLUTION NO. 14-056  
STATE OF MINNESOTA  
COUNTY OF RAMSEY  
CITY OF NEW BRIGHTON

A RESOLUTION ESTABLISHING AN AGREEMENT BETWEEN THE CITY COUNCIL AND THE FIRE RELIEF ASSOCIATION REGARDING MUNICIPAL CONTRIBUTIONS AND ANNUAL BENEFIT INCREASES.

WHEREAS, the City Council wishes to maximize the effectiveness of tax levy dollars;  
and

WHEREAS, the City Council recognizes that a financially solvent Fire Relief Association and Fund is essential to attracting and retaining quality, well-trained personnel; and

WHEREAS, the City Council and the Fire Relief Association recognize that while a "handshake" agreement has been in place for more than a decade that circumstances have changed to such an extent that it is time for a new agreement; and

WHEREAS, both the City Council and Fire Relief Association recognize that having an agreement stipulated in a resolution; the terms of this arrangement can be modified by the City Council at any time by rescinding this Resolution or replacing this Resolution with another; and

WHEREAS, the City Council will continue to budget at least \$46,200 in the annual City Budget and authorize its transfer to the Relief Association if the fund is under 100% funded and/or the Municipal Contribution Formula requires a contribution, and

WHEREAS, in the event said municipal contribution is not required the City Council authorizes the sum of \$46,200 to be transferred to the Community Reinvestment Fund, and

WHEREAS, the City Council authorizes an increase to the annual benefit of \$500 effectively raising the annual benefit from \$5,800 to \$6,300, and

WHEREAS, the Fire Relief will make no request for an increase to the annual benefit for fiscal year 2015, and

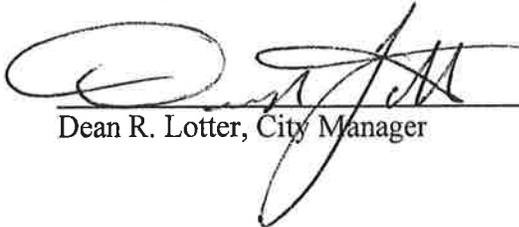
WHEREAS, subject to Council will review and may approve any change to the Fire Relief annual benefit; and

WHEREAS, the Fire Relief will annually provide a report to Council that highlights and explains the status of the Fire Relief association funding ratio, asset values, accrued liabilities and revenue streams along with a copy of the current audit; and

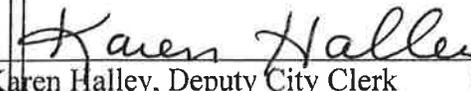
NOW, THEREFORE, BE IT RESOLVED the City Council finds this new arrangement of financial support for the Fire Relief Association to achieve the goals of promoting open communication between the parties as well as memorializing the understanding the funding of the Fire Relief between the parties.

Adopted this 22nd day of July, 2014.

  
\_\_\_\_\_  
Dave Jacobsen, Mayor

  
\_\_\_\_\_  
Dean R. Lotter, City Manager

**ATTEST:**

  
\_\_\_\_\_  
Karen Halley, Deputy City Clerk

(Seal)

**2015 BUDGET  
POLICE  
101-45121**

		2012	2013	2014	2014	Projected	2015	2015	2015	2015	2015	
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	City Mgr Recommend Budget	% Change 14/15	% Change 14/15	Adopted Budget	% Change 14/15
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	2,251,110	2,200,725	2,336,900	717,615	2,330,000	2,440,700	2,440,700	4.44%	4.44%	2,440,700	4.44%
Premium Pay:					\$29,744							
SELF, Longevity, & Education Pay				32,800		32,800	33,000	33,000	0.61%	0.61%	33,000	0.61%
Specialist Pay				14,200		14,200	14,200	14,200	0.00%	0.00%	14,200	0.00%
LTD Insurance	1650			4,800		4,800	4,100	4,100	-14.58%	-14.58%	4,100	-14.58%
Overtime	1110	118,473	176,602	163,900	46,815	163,900	163,900	163,900	0.00%	0.00%	163,900	0.00%
Severance	1400	5,479	10,109	17,200	0	17,200	14,100	14,100	-18.02%	-18.02%	14,100	-18.02%
FICA	1640	44,984	45,108	50,300	15,310	50,300	53,500	45,900	6.36%	-8.75%	45,900	-8.75%
PERA	1645	328,624	329,606	371,000	116,649	371,000	385,100	406,600	3.80%	9.60%	406,600	9.60%
Insurance	1650	274,755	280,276	313,700	117,565	313,700	339,300	368,100	8.16%	17.34%	368,100	17.34%
Workers' Comp	1660	77,500	78,600	74,500	24,832	74,500	65,600	65,600	-11.95%	-11.95%	65,600	-11.95%
Unemployment	1670	0	1,767		0	0	0	0	#DIV/0!	#DIV/0!	0	#DIV/0!
CC Membership	1675	2,130	3,821	2,400	909	2,400	3,500	3,500	45.83%	45.83%	3,500	45.83%
Wellness Program	1676	0	0	0	0	0	0	0	#DIV/0!	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>3,103,055</b>	<b>3,126,614</b>	<b>3,381,700</b>	<b>1,069,439</b>	<b>3,374,800</b>	<b>3,517,000</b>	<b>3,559,700</b>	<b>4.00%</b>	<b>5.26%</b>	<b>3,559,700</b>	<b>5.26%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	12,899	16,962	17,300	5,580	17,300	17,300	17,300	0.00%	0.00%	17,300	0.00%
Ammunition	2190	14,039	3,997	3,800	33	3,800	3,800	3,800	0.00%	0.00%	3,800	0.00%
Books & Periodicals	2250	1,121	679	900	0	900	900	900	0.00%	0.00%	900	0.00%
Uniforms	2260	19,791	23,768	30,500	5,102	30,500	30,500	30,500	0.00%	0.00%	30,500	0.00%
Body Armour	2261	5,990	4,463	2,600	784	2,600	2,600	2,600	0.00%	0.00%	2,600	0.00%
Small Equipment	2280	4,194	4,345	3,600	397	3,600	3,600	3,600	0.00%	0.00%	3,600	0.00%
<b>TOTAL</b>		<b>58,034</b>	<b>54,214</b>	<b>58,700</b>	<b>11,896</b>	<b>58,700</b>	<b>58,700</b>	<b>58,700</b>	<b>0.00%</b>	<b>0.00%</b>	<b>58,700</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	174,432	188,461	201,300	56,451	201,300	219,400	219,400	8.99%	8.99%	219,400	8.99%
Dispatching	170,500											
CJIN	5,200											
BCA/CJDN	3,000											
Veterinary Services	6,000											
St. Paul Lab/Bomb	3,100											
Polygraph (4)	1,500											
Tobacco Compliance	800											
Carwash	2,000											
Roof Mgmt	1,000											
Allina medical review	8,000											
Identkii	500											
Promotional Process	10,000											
Lexiopol - policy manuals	7,300											
Ramsey County tags	500											
Crime Prevention Efforts												
Buy program	3303	0	0	1,000	0	1,000	1,000	1,000	0.00%	0.00%	1,000	0.00%
Explorer program	3304	517	774	500	301	500	800	800	60.00%	60.00%	800	60.00%
Reserve program	3305	6,624	5,390	6,200	1,424	6,200	6,200	6,200	0.00%	0.00%	6,200	0.00%
Neighborhood Prevention Ac	3306	10,881	10,336	10,300	1,495	10,300	10,300	10,300	0.00%	0.00%	10,300	0.00%
CERTS	2,000											
VIPS	2,300											
Nat'l Night Out	4,000											
Electricity	3318	42,150	45,513	43,500	6,846	43,500	48,300	48,300	11.03%	11.03%	48,300	11.03%
Natural Gas	3319	19,724	25,184	25,500	10,098	25,500	26,700	26,700	4.71%	4.71%	26,700	4.71%
Postage	3330	239	130	200	6	200	200	200	0.00%	0.00%	200	0.00%
Printing/Publishing	3340	0	12	100	0	100	100	100	0.00%	0.00%	100	0.00%
Cleaning	3350	35,584	37,473	33,700	12,049	33,700	37,000	37,000	9.79%	9.79%	37,000	9.79%
Waste Removal	3351	3,394	2,141	3,200	740	3,200	3,200	3,200	0.00%	0.00%	3,200	0.00%
Memberships & Dues	3360	3,295	3,127	3,700	5,745	5,800	4,000	4,000	8.11%	8.11%	4,000	8.11%
Training	3370	23,748	24,644	23,000	15,913	23,000	25,000	25,000	8.70%	8.70%	25,000	8.70%
Recruitment Costs	3373	0	3,063	2,400	1,208	2,400	2,400	2,400	0.00%	0.00%	2,400	0.00%
Psychs (4)	1,200											
Physicals (4)	1,200											
Subsistence	3375	14,020	10,097	12,000	4,465	12,000	12,000	12,000	0.00%	0.00%	12,000	0.00%
Travel	3380	2,626	1,817	7,300	2,183	7,300	7,300	7,300	0.00%	0.00%	7,300	0.00%
Maintenance-Equipment:	3510	110,099	117,882	105,900	24,980	105,900	216,500	216,500	104.44%	104.44%	216,500	104.44%
Buildings & Grounds	51,200											
Records Mgmt. (St. Paul RMS)	155,800											
POSS maintenance	1,500											
Radio System	8,000											
Non-Fleet Internal Charge	3561	9,200	9,500	9,800	3,268	9,800	10,100	10,100	3.06%	3.06%	10,100	3.06%
Fleet Internal Charge	3562	50,000	51,800	53,700	17,900	53,700	55,600	55,600	3.54%	3.54%	55,600	3.54%
Risk Mgmt. Internal Charge	3563	32,400	37,300	55,000	18,332	55,000	60,300	60,300	9.64%	9.64%	60,300	9.64%
Info. Tech. Internal Charge	3564	154,000	155,700	155,400	51,800	155,400	163,500	163,500	5.21%	5.21%	163,500	5.21%
Pavement Mgmt Charge	3565	1,900	2,100	2,300	768	2,300	2,400	2,400	4.35%	4.35%	2,400	4.35%
Other Services	3590	1,420	1,954	1,500	658	1,500	1,500	1,500	0.00%	0.00%	1,500	0.00%
Bad Debt	7400	0	80	0	0	0	0	0	#DIV/0!	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>696,253</b>	<b>734,478</b>	<b>757,500</b>	<b>236,630</b>	<b>759,600</b>	<b>913,800</b>	<b>913,800</b>	<b>20.63%</b>	<b>20.63%</b>	<b>913,800</b>	<b>20.63%</b>
<b>TRANSFER/OTHER</b>												
Capital Outlay	6200	0	20,734	0	0	0	0	0	#DIV/0!	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>0</b>	<b>20,734</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>
<b>TOTAL</b>		<b>3,857,342</b>	<b>3,936,040</b>	<b>4,197,900</b>	<b>1,317,965</b>	<b>4,193,100</b>	<b>4,489,500</b>	<b>4,532,200</b>	<b>6.95%</b>	<b>7.96%</b>	<b>4,532,200</b>	<b>7.96%</b>

**2015 BUDGET  
FIRE & EMERGENCY MANAGEMENT  
101-45129**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	183,245	188,147	193,500	58,732	188,000	200,000	3.36%	200,000	3.36%	200,000	3.36%
Overtime	1110	80	24	0	383	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Fire Calls	1200	84,940	81,252	111,000	30,259	111,000	113,300	2.07%	113,300	2.07%	113,300	2.07%
Fire Drills/meetings/training	1250	77,350	67,345	72,500	38,216	72,500	74,000	2.07%	74,000	2.07%	74,000	2.07%
Fire Spec. Duty / Maint.	1300	11,190	12,919	18,200	2,314	18,200	18,500	1.65%	18,500	1.65%	18,500	1.65%
Severance	1400	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
FICA/Retirement	1640	14,795	13,631	20,600	5,773	20,600	21,100	2.43%	21,100	2.43%	21,100	2.43%
PERA	1645	26,253	22,871	25,100	7,694	25,100	26,000	3.59%	27,400	9.16%	27,400	9.16%
Insurance	1650	19,212	21,245	23,500	8,903	23,500	24,300	3.40%	27,200	15.74%	27,200	15.74%
Workers' Comp	1660	24,300	25,000	31,200	10,400	31,200	35,500	13.78%	35,500	13.78%	35,500	13.78%
Unemployment	1670	677	0	0	4,023	4,100	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
CC Membership	1675	5,564	2,270	6,100	6,100	6,100	5,800	-4.92%	5,800	-4.92%	5,800	-4.92%
<b>TOTAL</b>		<b>447,606</b>	<b>434,704</b>	<b>501,700</b>	<b>166,697</b>	<b>500,300</b>	<b>518,500</b>	<b>3.35%</b>	<b>522,800</b>	<b>4.21%</b>	<b>522,800</b>	<b>4.21%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	7,492	8,852	15,000	2,838	15,000	15,000	0.00%	15,000	0.00%	15,000	0.00%
Books & Periodicals	2250	1,386	381	900	1,166	1,200	1,000	11.11%	1,000	11.11%	1,000	11.11%
Uniforms	2260	18,395	4,119	13,700	3,042	13,700	13,700	0.00%	13,700	0.00%	13,700	0.00%
Small Equipment	2280	14,069	21,421	13,700	3,816	13,700	13,700	0.00%	13,700	0.00%	13,700	0.00%
<b>TOTAL</b>		<b>41,342</b>	<b>34,773</b>	<b>43,300</b>	<b>10,862</b>	<b>43,600</b>	<b>43,400</b>	<b>0.23%</b>	<b>43,400</b>	<b>0.23%</b>	<b>43,400</b>	<b>0.23%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	9,039	7,189	17,000	2,922	17,000	28,000	64.71%	28,000	64.71%	28,000	64.71%
Emergency Management (Siren Main Roof Mgmt)	8,000											
Lexiopol - policy manuals	1,000											
Promotional process	5,000											
Fire Physicals	8,000											
Fire Station Alerting	4,500											
Pension Payments	3302											
City Cont.Relief Assoc		46,200	23,100	0	0	0	46,200	#DIV/0!	0	#DIV/0!	0	#DIV/0!
State Aid		85,689	119,388	82,000	0	82,000	120,000	46.34%	120,000	46.34%	120,000	46.34%
Memberships & Dues	3360	2,753	2,898	2,800	4,617	4,700	3,200	14.29%	3,200	14.29%	3,200	14.29%
Training	3370	10,272	7,764	10,300	4,975	10,300	10,300	0.00%	10,300	0.00%	10,300	0.00%
Recruitment Costs	3373	6,240	14,366	3,200	0	3,200	3,200	0.00%	3,200	0.00%	3,200	0.00%
Psychs (4)	1,600											
Physicals (4)	1,600											
Subsistence	3375	7,596	8,849	5,500	7,861	7,900	6,000	9.09%	6,000	9.09%	6,000	9.09%
Travel	3380	1,126	2,277	3,500	2,195	3,500	3,500	0.00%	3,500	0.00%	3,500	0.00%
Maintenance-Equipment												
Buildings & Grounds	3510	7,000	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Non-Fleet Internal Charge	3561	12,100	12,500	12,900	4,300	12,900	13,300	3.10%	13,300	3.10%	13,300	3.10%
Fleet Internal Charge	3562	65,000	67,000	69,000	23,000	69,000	71,100	3.04%	71,100	3.04%	71,100	3.04%
Risk Mgmt. Internal Charge	3563	22,000	28,000	19,400	6,468	19,400	17,400	-10.31%	17,400	-10.31%	17,400	-10.31%
Info. Tech. Internal Charge	3564	49,400	50,100	49,900	16,632	49,900	52,000	4.21%	52,000	4.21%	52,000	4.21%
Other Services	3590	491	0	2,000	0	2,000	0	-100.00%	0	-100.00%	0	-100.00%
<b>TOTAL</b>		<b>324,906</b>	<b>343,431</b>	<b>277,500</b>	<b>72,970</b>	<b>281,800</b>	<b>374,200</b>	<b>34.85%</b>	<b>328,000</b>	<b>18.20%</b>	<b>328,000</b>	<b>18.20%</b>
<b>TOTAL</b>		<b>813,854</b>	<b>812,908</b>	<b>822,500</b>	<b>250,529</b>	<b>825,700</b>	<b>936,100</b>	<b>13.81%</b>	<b>894,200</b>	<b>8.72%</b>	<b>894,200</b>	<b>8.72%</b>

**2015 BUDGET**  
**General Fund Revenues**

	2012	2013	2014	2014	2015	2015	2015	2015	2015	2015	2015
	Actual	Actual	Budget	April	Projected	Dept.	City Mgr	City Mgr	City Mgr	City Mgr	City Mgr
					2014	Budget	Change	Recommend	% Change	Adopted	% Change
					2014	Budget	13/14	13/14	13/14	Budget	13/14
<b>Revenue:</b>											
<b>General property taxes:</b>											
Current Levy	7,211,105	7,331,852	6,794,300	0	6,794,300	6,925,000	1.92%	6,925,000	1.92%	6,925,000	1.92%
Delinquent and adjustments	9,963	88,000	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Other	13,166	11,851	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Total general property taxes	7,234,234	7,431,703	6,794,300	0	6,794,300	6,925,000	1.92%	6,925,000	1.92%	6,925,000	1.92%
Licenses	133,638	127,753	125,300	115,028	123,870	122,400	-2.31%	122,400	-2.31%	122,400	-2.31%
Permits	348,947	388,453	450,900	95,654	450,900	500,000	10.89%	500,000	10.89%	500,000	10.89%
<b>Intergovernmental:</b>											
<b>Federal grants:</b>											
Section 8	3,614	5,252	4,500	3,146	4,500	4,500	0.00%	4,500	0.00%	4,500	0.00%
Other - public safety	4,469	1,926	0	197	197	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>State:</b>											
Local Government Aid	0	0	493,100	0	493,100	554,400	12.43%	554,400	12.43%	554,400	12.43%
Local Perform Aid	0	0	0	3,079	3,100	3,100	0.00%	3,100	0.00%	3,100	0.00%
Manufactured home homestead credit	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Police State aid	173,140	196,644	190,000	0	190,000	195,000	2.63%	195,000	2.63%	195,000	2.63%
Fire State aid	85,689	117,388	82,000	0	120,000	120,000	46.34%	120,000	46.34%	120,000	46.34%
MSA Road maintenance	11,200	11,200	11,200	11,200	11,200	11,200	0.00%	11,200	0.00%	11,200	0.00%
Market Value Homestead Credit	306	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
PERA State aid - general government	16,906	16,906	16,900	0	16,900	16,900	0.00%	16,900	0.00%	16,900	0.00%
Other State aid - public safety	29,115	45,497	42,900	1,323	42,900	42,900	0.00%	42,900	0.00%	42,900	0.00%
<b>County:</b>											
Recycling	44,454	44,353	44,400	0	44,900	44,500	0.23%	57,300	29.05%	57,300	29.05%
Ramsey County VCET	0	20,000	20,000	0	20,000	20,000	0.00%	20,000	0.00%	20,000	0.00%
<b>City:</b>											
St Anthony - HR Services	6,992	11,844	12,000	3,480	12,000	12,800	6.67%	12,800	6.67%	12,800	6.67%
<b>School District:</b>											
School Liaison Program	222,416	184,565	236,600	0	236,600	245,500	3.76%	245,500	3.76%	245,500	3.76%
Total intergovernmental	598,301	655,575	1,153,600	22,425	1,195,397	1,270,800	10.16%	1,283,600	11.27%	1,283,600	11.27%
<b>Charges for services:</b>											
General government	10,392	13,675	13,200	1,062	5,500	24,200	83.33%	24,200	83.33%	24,200	83.33%
Community Development	4	(46)	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Public Safety	8,129	7,305	10,100	1,726	7,100	7,100	-29.70%	7,100	-29.70%	7,100	-29.70%
Public Works	40	120	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
License bureau	182,725	187,718	185,000	70,383	188,000	188,000	1.62%	188,000	1.62%	188,000	1.62%
Recycling fee	170,443	182,694	197,000	64	194,500	197,000	0.00%	197,000	0.00%	197,000	0.00%
Eng and admin fees- comm development	137,845	95,929	149,000	8,000	149,000	150,600	1.07%	150,600	1.07%	150,600	1.07%
Eng and admin fees- public works	1,085,095	1,105,259	1,154,000	415,379	1,154,000	1,221,000	5.81%	1,221,000	5.81%	1,221,000	5.81%
Eng and admin fees- Gen/finance	16,500	20,800	21,400	21,400	21,400	22,000	2.80%	22,000	2.80%	22,000	2.80%
Parks	35,245	42,016	30,700	6,037	34,000	34,000	10.75%	34,000	10.75%	34,000	10.75%
Forestry	7,789	6,636	5,500	3,897	5,500	6,000	9.09%	6,000	9.09%	6,000	9.09%
Community Center	940,663	977,119	926,500	385,772	949,050	951,200	2.67%	951,200	2.67%	951,200	2.67%
Recreation programs	312,745	336,222	280,700	102,760	283,800	285,600	1.75%	285,600	1.75%	285,600	1.75%
Fire inspection fees	15,780	15,510	17,500	11,230	17,500	17,500	0.00%	17,500	0.00%	17,500	0.00%
Alarm fees	16,015	15,120	14,000	5,300	14,000	14,000	0.00%	14,000	0.00%	14,000	0.00%
Cable Franchise fee	241,397	251,513	240,000	62,166	245,000	245,000	2.08%	245,000	2.08%	245,000	2.08%
City Utilities Franchise fee	110,800	113,000	115,200	38,400	115,200	118,700	3.04%	118,700	3.04%	118,700	3.04%
Excel Franchise Fee	480,686	523,629	500,000	193,196	500,000	500,000	0.00%	500,000	0.00%	500,000	0.00%
Total charges for services	3,772,293	3,894,219	3,859,800	1,326,772	3,883,550	3,981,900	3.16%	3,981,900	3.16%	3,981,900	3.16%
Fines and forfeits	67,468	58,880	65,000	17,026	65,000	65,000	0.00%	65,000	0.00%	65,000	0.00%
<b>Investment income:</b>											
Interest on investments	29,002	(204,956)	50,000	11,461	51,000	55,000	10.00%	55,000	10.00%	55,000	10.00%
Total investment income	29,002	(204,956)	50,000	11,461	51,000	55,000	10.00%	55,000	10.00%	55,000	10.00%
<b>Other:</b>											
Rents	261,037	238,722	271,200	259,933	271,200	281,100	3.65%	281,100	3.65%	281,100	3.65%
Contributions, donations and misc.	5,301	7,016	4,700	0	4,700	5,000	6.38%	5,000	6.38%	5,000	6.38%
Refunds and reimbursements	37,480	23,788	2,200	718	2,200	2,500	13.64%	2,500	13.64%	2,500	13.64%
Total other	303,818	273,674	278,100	260,651	278,100	288,600	3.78%	288,600	3.78%	288,600	3.78%
<b>Other Financing Sources</b>											
Transfers In from Other Funds	0	0	88,600	88,600	88,600	30,600	-65.46%	30,600	-65.46%	30,600	-65.46%
Use of Reserves	0	0	336,000	0	136,800	211,600	-37.02%	211,600	-37.02%	211,600	-37.02%
Total Other Financing Sources	0	0	424,600	88,600	225,400	242,200	-42.96%	242,200	-42.96%	242,200	-42.96%
Total General Fund Revenues	12,487,701	12,625,301	13,201,600	1,937,617	13,067,517	13,450,900	1.89%	13,463,700	1.99%	13,463,700	1.99%

**2015 BUDGET**  
**General/Admin Revenues**  
**Function 30000**

Account Code	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	2015		2015			
						Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15	
<b>Intergovernmental:</b>												
City of St Anthony - HR Services	6615	6,992	11,844	12,000	3,480	12,000	12,800	6.67%	12,800	6.67%	12,800	6.67%
<b>Sub-total Intergov't Rev.</b>		6,992	11,844	12,000	3,480	12,000	12,800	0	12,800	0	12,800	0
<b>Charges for services:</b>												
Arden Hills Cable TV Taping	6602	5,588	4,418	6,200	0	0	0	-100.00%	0	-100.00%	0	-100.00%
Scrap Metal	6621	0	0	1,500	0	0	0	-100.00%	0	-100.00%	0	-100.00%
<b>Sub-total charges for service</b>		5,588	4,418	7,700	0	0	0	-100.00%	0	-100.00%	0	-100.00%
<b>Other revenues:</b>												
Donations	7804	400	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Sub-total Rents</b>		400	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total General/Admin Revenues</b>		12,980	16,262	19,700	3,480	12,000	12,800	-35.03%	12,800	-35.03%	12,800	-35.03%

**2015 BUDGET**  
**General/Finance Revenues**  
**Function 31000**

Account Code	2012		2013		2014		2014		Projected		2015 Dept.		2015 City Mgr		2015	
	Actual	Actual	Budget	April	2014	Requested Budget	% Change 14/15	Recommended Budget	% Change 14/15	Adopted Budget	% Change 14/15					
Taxes-Current Levy/Fiscal Disparities	111&111	7,211,105	7,331,852	6,794,300	0	6,794,300	6,925,000	1.92%	6,925,000	1.92%	6,925,000	1.92%				
Taxes - Delinquent & Penalties & Int	12&1114	9,963	88,000	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!				
Taxes - Mobile Home	17&1118	13,166	11,851	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!				
<b>Sub-total taxes</b>		<b>7,234,234</b>	<b>7,431,703</b>	<b>6,794,300</b>	<b>0</b>	<b>6,794,300</b>	<b>6,925,000</b>	<b>1.92%</b>	<b>6,925,000</b>	<b>1.92%</b>	<b>6,925,000</b>	<b>1.92%</b>				
<i>State Aids:</i>																
LGA	5501	0	0	493,100	0	493,100	554,400	12.43%	554,400	12.43%	554,400	12.43%				
Local Perform Aid	5510	0	0	0	3,079	3,100	3,100	#DIV/0!	3,100	#DIV/0!	3,100	#DIV/0!				
PERA Reimbursement	5511	16,906	16,906	16,900	0	16,900	16,900	0.00%	16,900	0.00%	16,900	0.00%				
Manufactured Homes Homestead	5507	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!				
Market Value Homestead Credit	5512	306	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!				
<b>Sub-total intergovernmental</b>		<b>17,212</b>	<b>16,906</b>	<b>510,000</b>	<b>3,079</b>	<b>513,100</b>	<b>574,400</b>	<b>12.63%</b>	<b>574,400</b>	<b>12.63%</b>	<b>574,400</b>	<b>11.95%</b>				
<i>General Finance:</i>																
General Government Revenues	601-6602	440	130	200	229	300	200	0.00%	200	0.00%	200	0.00%				
Notary Fees	6602	204	198	200	42	200	200	0.00%	200	0.00%	200	0.00%				
NSF Fees	6602	1,090	810	1,100	210	700	800	-27.27%	800	-27.27%	800	-27.27%				
Lodging Tax	6602	4,186	4,990	4,000	744	4,800	4,500	12.50%	4,500	12.50%	4,500	12.50%				
St. Anthony SD Elections	6602	0	3,920	0	0	0	3,500	#DIV/0!	3,500	#DIV/0!	3,500	#DIV/0!				
Mounds View SD Elections	6602	0	0	0	0	0	15,000	#DIV/0!	15,000	#DIV/0!	15,000	#DIV/0!				
License Bureau - Registrar Fee	6605	182,725	187,718	185,000	70,383	188,000	188,000	1.62%	188,000	1.62%	188,000	1.62%				
Cable Franchise Fee	6642	241,397	251,513	240,000	62,166	245,000	245,000	2.08%	245,000	2.08%	245,000	2.08%				
Over/Short	7890	(1,116)	(791)	0	(163)	(500)	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!				
<b>Sub-total charges for service</b>		<b>428,926</b>	<b>448,488</b>	<b>430,500</b>	<b>133,611</b>	<b>438,500</b>	<b>457,200</b>	<b>6.20%</b>	<b>457,200</b>	<b>6.20%</b>	<b>457,200</b>	<b>6.20%</b>				
<i>Eng/Admins Fees:</i>																
Investment Admin Fee	6647	16,500	20,800	21,400	21,400	21,400	22,000	2.80%	22,000	2.80%	22,000	2.80%				
<b>Sub-total Eng/Admin Fees</b>		<b>16,500</b>	<b>20,800</b>	<b>21,400</b>	<b>21,400</b>	<b>21,400</b>	<b>22,000</b>	<b>2.80%</b>	<b>22,000</b>	<b>2.80%</b>	<b>22,000</b>	<b>2.80%</b>				
<i>Miscellaneous:</i>																
Refunds/Reimb	7805	545	3,101	0	524	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!				
Use of Reserves	7860	0	0	336,000	0	136,800	211,600	-37.02%	211,600	-37.02%	211,600	-37.02%				
Interest Earnings	8801,880	29,002	(204,956)	50,000	11,461	51,000	55,000	10.00%	55,000	10.00%	55,000	10.00%				
		29,547	(201,855)	386,000	11,985	187,800	266,600	-30.93%	266,600	-30.93%	266,600	-30.93%				
<i>Transfers:</i>																
Transfer In (Comm. Reinvest. Fd)	9980			69,000	69,000	69,000	0	-100.00%	0	-100.00%	0	-100.00%				
<b>Sub-total Transfers</b>		<b>0</b>	<b>0</b>	<b>69,000</b>	<b>69,000</b>	<b>69,000</b>	<b>0</b>	<b>-100.00%</b>	<b>0</b>	<b>-100.00%</b>	<b>0</b>	<b>-100.00%</b>				
<b>Total General/Finance Revenues</b>		<b>7,726,419</b>	<b>7,716,042</b>	<b>8,211,200</b>	<b>239,075</b>	<b>8,024,100</b>	<b>8,245,200</b>	<b>0.41%</b>	<b>8,245,200</b>	<b>0.41%</b>	<b>8,245,200</b>	<b>0.41%</b>				

**2015 BUDGET**  
**Community Development Revenues**  
**Function 33000**

Account Code	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	% Change 14/15	2015	% Change 14/15	2015	% Change 14/15	
						Dept. Requested Budget		City Mgr Recommend Budget		Adopted Budget		
<b>Community Development</b>												
Licenses and Fees	2230	49,356	51,040	47,400	50,573	50,500	48,900	3.16%	48,900	3.16%	48,900	3.16%
Other Licenses	2290		480									
<b>Sub-total Licenses</b>		<b>49,356</b>	<b>51,520</b>	<b>47,400</b>	<b>50,573</b>	<b>50,500</b>	<b>48,900</b>	<b>3.16%</b>	<b>48,900</b>	<b>3.16%</b>	<b>48,900</b>	<b>3.16%</b>
<b>Building Fees:</b>												
Mechanical Permits	3302	25,493	43,550		7,550							
Plumbing Permits	3303	18,834	17,202		5,812							
Building Permits	3304	213,052	224,055	450,900	54,585	450,900	500,000	10.89%	500,000	10.89%	500,000	10.89%
Electrical Permits	3305	27,052	28,541		6,196							
Contractors Licenses	3306	25,240	24,455		8,412							
Investigative Fee	3307	3,797	2,510		0							
Misc Permits/Licenses	3309	9,540	21,044		6,970							
Permit Admin Fee	3310	24,975	25,275		5,790							
SAC/Surcharge Admin	3311	964	1,821		339							
<b>Sub-total Permits</b>		<b>348,947</b>	<b>388,453</b>	<b>450,900</b>	<b>95,654</b>	<b>450,900</b>	<b>500,000</b>	<b>10.89%</b>	<b>500,000</b>	<b>10.89%</b>	<b>500,000</b>	<b>10.89%</b>
<b>Intergovernmental Revenues</b>												
Recycling Grant (SCORE)	5439	44,454	44,353	44,400	0	44,900	44,500	0.23%	57,300	29.05%	57,300	29.05%
Section 8	5713	3,614	5,252	4,500	3,146	4,500	4,500	0.00%	4,500	0.00%	4,500	0.00%
<b>Sub-total Intergov't Rev.</b>		<b>48,068</b>	<b>49,605</b>	<b>48,900</b>	<b>3,146</b>	<b>49,400</b>	<b>49,000</b>	<b>0.20%</b>	<b>61,800</b>	<b>26.38%</b>	<b>61,800</b>	<b>26.38%</b>
Development Fee	6647	115,745	73,129	125,000		125,000	125,000	0.00%	125,000	0.00%	125,000	0.00%
Recycling Adm Fee	6647	22,100	22,800	24,000	8,000	24,000	25,600	6.67%	25,600	6.67%	25,600	6.67%
<b>Sub-total Admin Fees</b>		<b>137,845</b>	<b>95,929</b>	<b>149,000</b>	<b>8,000</b>	<b>149,000</b>	<b>150,600</b>	<b>1.07%</b>	<b>150,600</b>	<b>1.07%</b>	<b>150,600</b>	<b>1.07%</b>
<b>Misc. Revenue</b>												
Over/short	7890	4	(46)	0	(23)	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Sub-total Misc Revenue</b>		<b>4</b>	<b>(46)</b>	<b>0</b>	<b>(23)</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>
<b>Total Comm. Dev. Revenues</b>		<b>584,220</b>	<b>585,461</b>	<b>696,200</b>	<b>157,350</b>	<b>699,800</b>	<b>748,500</b>	<b>7.51%</b>	<b>761,300</b>	<b>9.35%</b>	<b>761,300</b>	<b>9.35%</b>
<b>Recycling</b>												
Recycling Fee	6640	170,443	182,694	197,000	64	194,500	197,000	0.00%	197,000	0.00%	197,000	0.00%
<b>Total Recycling Revenues</b>		<b>170,443</b>	<b>182,694</b>	<b>197,000</b>	<b>64</b>	<b>194,500</b>	<b>197,000</b>	<b>0.00%</b>	<b>197,000</b>	<b>1.29%</b>	<b>197,000</b>	<b>0.00%</b>
<b>Total Comm. Dev. &amp; Recycling Revenue:</b>		<b>754,663</b>	<b>768,155</b>	<b>893,200</b>	<b>157,414</b>	<b>894,300</b>	<b>945,500</b>	<b>5.86%</b>	<b>958,300</b>	<b>7.29%</b>	<b>958,300</b>	<b>7.29%</b>

**2015 BUDGET**  
**Park & Recreation Revenues**  
**Function 34000**

	Account Code	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	2015	2015	% Change 14/15	2015 Adopted Budget	% Change 14/15
							Dept. Requested Budget	City Mgr Recommendation Budget	2015			
<b>Forestry</b>												
Contract License	2220	2,635	3,100	2,600	2,790	3,000	2,800	2,800	2,800	7.69%	2,800	7.69%
<b>Sub-total Licenses</b>		<b>2,635</b>	<b>3,100</b>	<b>2,600</b>	<b>2,790</b>	<b>3,000</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>	<b>7.69%</b>	<b>2,800</b>	<b>7.69%</b>
Tree Removal Fee	6644	7,789	6,636	5,500	3,897	5,500	6,000	6,000	6,000	9.09%	6,000	9.09%
<b>Sub-total Charges for Service</b>		<b>7,789</b>	<b>6,636</b>	<b>5,500</b>	<b>3,897</b>	<b>5,500</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>9.09%</b>	<b>6,000</b>	<b>9.09%</b>
Transfer In from Comm Reinvest	9980	0	0	19,600	19,600	19,600	30,600	30,600	30,600	56.12%	30,600	56.12%
<b>Sub-total Transfers In</b>		<b>0</b>	<b>0</b>	<b>19,600</b>	<b>19,600</b>	<b>19,600</b>	<b>30,600</b>	<b>30,600</b>	<b>30,600</b>	<b>56.12%</b>	<b>30,600</b>	<b>56.12%</b>
<b>Total Forestry</b>		<b>10,424</b>	<b>9,736</b>	<b>27,700</b>	<b>26,287</b>	<b>28,100</b>	<b>39,400</b>	<b>39,400</b>	<b>39,400</b>	<b>42.24%</b>	<b>39,400</b>	<b>42.24%</b>
<b>Parks</b>												
Park Facilities Rental	6601	35,245	42,016	30,700	6,037	34,000	34,000	34,000	34,000	10.75%	34,000	10.75%
<b>Sub-total Charges for Service</b>		<b>35,245</b>	<b>42,016</b>	<b>30,700</b>	<b>6,037</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>10.75%</b>	<b>34,000</b>	<b>10.75%</b>
<b>Total Parks</b>		<b>35,245</b>	<b>42,016</b>	<b>30,700</b>	<b>6,037</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>10.75%</b>	<b>34,000</b>	<b>10.75%</b>
<b>Recreation Programs</b>												
Registrations	6645	245,334	246,463	216,100	69,010	216,100	218,100	218,100	218,100	0.93%	218,100	0.93%
St. Anthony Recreation Program	6660	5,456	5,228	4,700	0	4,700	4,700	4,700	4,700	0.00%	4,700	0.00%
Aquatics	6661	61,955	84,531	59,900	33,750	63,000	62,800	62,800	62,800	4.84%	62,800	4.84%
<b>Sub-total Charges for Service</b>		<b>312,745</b>	<b>336,222</b>	<b>280,700</b>	<b>102,760</b>	<b>283,800</b>	<b>285,600</b>	<b>285,600</b>	<b>285,600</b>	<b>1.75%</b>	<b>285,600</b>	<b>1.75%</b>
<b>Total Recreation</b>		<b>312,745</b>	<b>336,222</b>	<b>280,700</b>	<b>102,760</b>	<b>283,800</b>	<b>285,600</b>	<b>285,600</b>	<b>285,600</b>	<b>1.75%</b>	<b>285,600</b>	<b>1.75%</b>
<b>Community Center</b>												
CC Taxable Merchandise	6779	348	390	0	157	200	300	#DIV/0!	300	#DIV/0!	300	#DIV/0!
CC Merchandise	6780	14,143	13,333	15,300	2,780	10,000	12,000	-21.57%	12,000	-21.57%	12,000	-21.57%
Special Fees (Lease Utilities)	6781	10,789	13,541	10,800	0	11,800	12,100	12.04%	12,100	12.04%	12,100	12.04%
Personal Training	6785	31,018	39,492	34,800	12,498	37,000	45,400	30.46%	45,400	30.46%	45,400	30.46%
Registrations/Course Revenue	6786	58,381	63,674	53,500	20,857	36,200	49,700	-7.10%	49,700	-7.10%	49,700	-7.10%
Rentals	6787	276,040	269,715	244,100	99,618	261,100	272,700	11.72%	272,700	11.72%	272,700	11.72%
Memberships	6788	249,625	254,547	254,000	77,763	228,500	205,800	-18.98%	205,800	-18.98%	205,800	-18.98%
Lease Rental	6789	16,833	20,016	24,500	10,862	29,400	29,600	20.82%	29,600	20.82%	29,600	20.82%
Dailies/Punch Passes	6790	270,632	274,506	257,700	143,367	288,200	271,900	5.51%	271,900	5.51%	271,900	5.51%
CC Silver Sneakers	6791	12,777	27,781	31,800	10,458	21,600	21,600	-32.08%	21,600	-32.08%	21,600	-32.08%
CC Silver & Fit	6792	0	0	0	7,378	25,000	30,000	#DIV/0!	30,000	#DIV/0!	30,000	#DIV/0!
Over/Short (nsf)	6646&789	77	124	0	34	50	100	#DIV/0!	100	#DIV/0!	100	#DIV/0!
<b>Sub-total Charges for Service</b>		<b>940,663</b>	<b>977,119</b>	<b>926,500</b>	<b>385,772</b>	<b>949,050</b>	<b>951,200</b>	<b>2.67%</b>	<b>951,200</b>	<b>2.67%</b>	<b>951,200</b>	<b>2.67%</b>
Donations	7804	1,601	2,816	1,200	0	1,200	1,500	25.00%	1,500	25.00%	1,500	25.00%
Refunds and reimb	7805	3,413	3,609	2,200	0	2,200	2,500	13.64%	2,500	13.64%	2,500	13.64%
<b>Sub-total Other</b>		<b>5,014</b>	<b>6,425</b>	<b>3,400</b>	<b>0</b>	<b>3,400</b>	<b>4,000</b>	<b>17.65%</b>	<b>4,000</b>	<b>17.65%</b>	<b>4,000</b>	<b>17.65%</b>
<b>Total NBCC</b>		<b>945,677</b>	<b>983,544</b>	<b>929,900</b>	<b>385,772</b>	<b>952,450</b>	<b>955,200</b>	<b>2.72%</b>	<b>955,200</b>	<b>2.72%</b>	<b>955,200</b>	<b>2.72%</b>
<b>Total Parks &amp; Rec Revenues</b>		<b>1,304,091</b>	<b>1,371,518</b>	<b>1,269,000</b>	<b>520,856</b>	<b>1,298,350</b>	<b>1,314,200</b>	<b>3.56%</b>	<b>1,314,200</b>	<b>3.56%</b>	<b>1,314,200</b>	<b>3.56%</b>

**2015 BUDGET**  
**Public Safety Revenues**  
**Function 35000**

Account Code	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015		2015		2015		
						Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15	
<b>Police</b>												
Liquor Licenses	2210	55,625	51,206	54,000	43,300	50,000	50,000	-7.41%	50,000	-7.41%	50,000	-7.41%
Fireworks Licenses	2211	0	125	200	0	200	200	0.00%	200	0.00%	200	0.00%
Personal Service Licenses	2212	4,235	3,900	2,300	2,570	2,570	2,500	8.70%	2,500	8.70%	2,500	8.70%
CrimeFreeMultiFamHous Fee	2213	15,970	15,402	16,300	15,005	15,100	15,500	-4.91%	15,500	-4.91%	15,500	-4.91%
<b>Sub-total Licenses</b>		<b>75,830</b>	<b>70,633</b>	<b>72,800</b>	<b>60,875</b>	<b>67,870</b>	<b>68,200</b>	<b>-6.32%</b>	<b>68,200</b>	<b>-6.32%</b>	<b>68,200</b>	<b>-6.32%</b>
<b>Fines</b>												
	4401	67,468	58,880	65,000	17,026	65,000	65,000	0.00%	65,000	0.00%	65,000	0.00%
<b>Sub-total Fines</b>		<b>67,468</b>	<b>58,880</b>	<b>65,000</b>	<b>17,026</b>	<b>65,000</b>	<b>65,000</b>	<b>0.00%</b>	<b>65,000</b>	<b>0.00%</b>	<b>65,000</b>	<b>0.00%</b>
<b>Police State Aid</b>												
	5504	173,140	196,644	190,000	0	190,000	195,000	2.63%	195,000	2.63%	195,000	2.63%
<b>Fire State Aid</b>												
	5505	85,689	117,388	82,000	0	120,000	120,000	46.34%	120,000	46.34%	120,000	46.34%
<b>Post Board/Vests</b>												
	5508	2,941	2,211	3,000	1,323	3,000	3,000	0.00%	3,000	0.00%	3,000	0.00%
<b>Post Board/Training Reimburse</b>												
	5508	14,514	8,886	9,500	0	9,500	9,500	0.00%	9,500	0.00%	9,500	0.00%
<b>MBFTE - Fire Training reimb.</b>												
	5508	0	9,660	4,000	0	4,000	4,000	0.00%	4,000	0.00%	4,000	0.00%
<b>FF Relief Assoc</b>												
	5508	0	0	0	0	0	0	-100.00%	0	#DIV/0!	0	#DIV/0!
<b>PS Disability - Health Ins Reimb.</b>												
	5508	11,660	14,740	26,400	0	26,400	26,400	0.00%	26,400	0.00%	26,400	0.00%
<b>Misc State Grants</b>												
	5508	0	10,000	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Ramsey County VCET</b>												
	5422	0	20,000	20,000	0	20,000	20,000	0.00%	20,000	0.00%	20,000	0.00%
<b>Federal Reimb. - HSEM/Firefigh</b>												
	5612	4,469	1,926	0	197	197	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>High School Liaison Officer:</b>												
<b>School</b>												
	5718	75,660	72,499	77,900	0	77,900	79,900	2.57%	79,900	2.57%	79,900	2.57%
<b>Middle School Liaison Officer</b>												
	5718	75,687	72,417	77,000	0	77,000	79,100	2.73%	79,100	2.73%	79,100	2.73%
<b>MVSD ALC School Resource Of</b>												
	5718	71,069	39,649	81,700	0	81,700	86,500	5.88%	86,500	5.88%	86,500	5.88%
<b>Sub-total Intergov't Rev.</b>		<b>514,829</b>	<b>566,020</b>	<b>571,500</b>	<b>1,520</b>	<b>609,697</b>	<b>623,400</b>	<b>9.08%</b>	<b>623,400</b>	<b>9.08%</b>	<b>623,400</b>	<b>9.08%</b>
<b>Freeway Towing - Admin Fees</b>												
	6602	5,152	5,880	9,000	1,726	6,000	6,000	-33.33%	6,000	-33.33%	6,000	-33.33%
<b>Accident Reports</b>												
	6602	1,552	475	300	0	300	300	0.00%	300	0.00%	300	0.00%
<b>Background Investigations</b>												
	6602	1,125	750	500	0	500	500	0.00%	500	0.00%	500	0.00%
<b>Alarm Fee</b>												
	6606	16,015	15,120	14,000	5,300	14,000	14,000	0.00%	14,000	0.00%	14,000	0.00%
<b>Fire Inspections</b>												
	6656	15,780	15,510	17,500	11,230	17,500	17,500	0.00%	17,500	0.00%	17,500	0.00%
<b>Day Care Inspections</b>												
	6657	300	200	300	0	300	300	0.00%	300	0.00%	300	0.00%
<b>Sub-total Charges for Service</b>		<b>39,924</b>	<b>37,935</b>	<b>41,600</b>	<b>18,256</b>	<b>38,600</b>	<b>38,600</b>	<b>-7.21%</b>	<b>38,600</b>	<b>-7.21%</b>	<b>38,600</b>	<b>-7.21%</b>
<b>Firearms Range &amp; Bunk Room R</b>												
	7803	3,584	1,350	1,800	1,350	1,800	1,800	0.00%	1,800	0.00%	1,800	0.00%
<b>Donations - Explorers</b>												
	7804		1,000	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Refunds and Reimbursements</b>												
	7805	3,289	16,707	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Long Lake Wtr Patrol Donations</b>												
	7808	3,700	3,200	3,500	0	3,500	3,500	0.00%	3,500	0.00%	3,500	0.00%
<b>Sub-total Misc Revenue</b>		<b>10,573</b>	<b>22,257</b>	<b>5,300</b>	<b>1,350</b>	<b>5,300</b>	<b>5,300</b>	<b>0.00%</b>	<b>5,300</b>	<b>0.00%</b>	<b>5,300</b>	<b>0.00%</b>
<b>Total Public Safety Revenues</b>		<b>708,624</b>	<b>755,725</b>	<b>756,200</b>	<b>99,027</b>	<b>786,467</b>	<b>800,500</b>	<b>5.86%</b>	<b>800,500</b>	<b>5.86%</b>	<b>800,500</b>	<b>5.86%</b>

**2015 BUDGET**  
**Public Works Revenues**  
**Function 36000**

Account Code	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	2015	% Change 14/15	2015	% Change 14/15	2015 Adopted Budget	% Change 14/15
						Dept. Requested Budget	City Mgr Recommend Budget		2015			
<b>State Aids:</b>												
MSA	5502	11,200	11,200	11,200	11,200	11,200	11,200	0.00%	11,200	0.00%	11,200	0.00%
<b>Total Intergovernmental</b>		<b>11,200</b>	<b>11,200</b>	<b>11,200</b>	<b>11,200</b>	<b>11,200</b>	<b>11,200</b>	<b>0.00%</b>	<b>11,200</b>	<b>0.00%</b>	<b>11,200</b>	<b>0.00%</b>
<b>Engineering</b>												
Right of Way permits	2290	5,817	2,500	2,500	790	2,500	2,500	0.00%	2,500	0.00%	2,500	0.00%
<b>Total Licenses</b>		<b>5,817</b>	<b>2,500</b>	<b>2,500</b>	<b>790</b>	<b>2,500</b>	<b>2,500</b>	<b>0.00%</b>	<b>2,500</b>	<b>0.00%</b>	<b>2,500</b>	<b>0.00%</b>
<b>Charges for Service:</b>												
<b>Eng/Admin Fees</b>												
Utility Franchise Fee (Xcel)	6641	480,686	523,629	500,000	193,196	500,000	500,000	0.00%	500,000	0.00%	500,000	0.00%
City Utility Franchise Fee - Water	6643	38,100	38,900	39,700	13,232	39,700	40,900	3.02%	40,900	3.02%	40,900	3.02%
City Utility Franchise Fee - Sewer	6643	60,900	62,100	63,300	21,100	63,300	65,200	3.00%	65,200	3.00%	65,200	3.00%
City Utility Franchise Fee - Stormwater	6643	11,800	12,000	12,200	4,068	12,200	12,600	3.28%	12,600	3.28%	12,600	3.28%
Water Admin Fee	6647	131,800	134,400	137,100	45,700	137,100	139,800	1.97%	139,800	1.97%	139,800	1.97%
Sewer Admin Fee	6647	131,800	134,400	137,100	45,700	137,100	139,800	1.97%	139,800	1.97%	139,800	1.97%
Stormwater Admin Fee	6647	112,100	114,300	116,600	38,868	116,600	118,900	1.97%	118,900	1.97%	118,900	1.97%
Sewer Admin Fee Sump Pump Program	6647	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Street Light Admin. Chg.	6647	6,400	6,500	6,600	2,200	6,600	6,700	1.52%	6,700	1.52%	6,700	1.52%
Garage Services for Enterprises Fees	6647	309,700	315,800	322,100	107,368	322,100	331,700	2.98%	331,700	2.98%	331,700	2.98%
Plant #1 Adm Fee	6647	148,858	150,000	154,500	155,302	154,500	159,100	2.98%	159,100	2.98%	159,100	2.98%
Plant #1 Direct Time	6647	88,933	89,359	100,000	20,241	100,000	100,000	0.00%	100,000	0.00%	100,000	0.00%
Projects	6647	155,504	160,500	180,000	0	180,000	225,000	25.00%	225,000	25.00%	225,000	25.00%
<b>Sub-total Eng/Admin Fees</b>		<b>1,676,581</b>	<b>1,741,888</b>	<b>1,769,200</b>	<b>646,975</b>	<b>1,769,200</b>	<b>1,839,700</b>	<b>3.98%</b>	<b>1,839,700</b>	<b>3.98%</b>	<b>1,839,700</b>	<b>3.98%</b>
<b>Other charges for service</b>	6602	40	120	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total Charges for Service</b>		<b>1,676,621</b>	<b>1,742,008</b>	<b>1,769,200</b>	<b>646,975</b>	<b>1,769,200</b>	<b>1,839,700</b>	<b>#DIV/0!</b>	<b>1,839,700</b>	<b>0</b>	<b>1,839,700</b>	<b>0</b>
<b>Other:</b>												
<b>Tower Leases</b>												
Verizon 660 5th St	7803	29,379	30,260	31,200	31,168	31,200	32,100	2.88%	32,100	2.88%	32,100	2.88%
Tmobil - 675 Forestdale Rd	7803	20,860	21,695	22,700	22,563	22,700	23,600	3.96%	23,600	3.96%	23,600	3.96%
Verizon (US West) -700 Silver Lk Rd	7803	22,552	23,455	29,500	24,393	29,500	30,600	3.73%	30,600	3.73%	30,600	3.73%
Nextel - 660 5th st	7803	19,048	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Nextel - 700 Silver lake rd	7803	19,810	20,603	21,400	21,427	21,400	22,200	3.74%	22,200	3.74%	22,200	3.74%
Sprint Nextel- 660 5th st	7803	20,660	21,491	22,200	22,287	22,200	23,000	3.60%	23,000	3.60%	23,000	3.60%
T-Mobile (Well 12 Site) 2400 Miss.	7803	12,748	13,258	13,700	13,664	13,700	14,200	3.65%	14,200	3.65%	14,200	3.65%
Sirius XM Satellite Radio - 660 5th st	7803	22,506	23,169	23,900	24,934	23,900	24,800	3.77%	24,800	3.77%	24,800	3.77%
Cingular-ATT - Well 12	7803	18,898	19,654	20,400	20,440	20,400	21,200	3.92%	21,200	3.92%	21,200	3.92%
Clearwire - Freedom Park	7803	37,075	22,497	20,400	20,443	20,400	21,200	3.92%	21,200	3.92%	21,200	3.92%
Clearwire - South Water Tower	7803	21,632	19,657	23,300	23,397	23,300	24,200	3.86%	24,200	3.86%	24,200	3.86%
AT&T - 660 5th St	7803	0	9,333	28,000	29,120	28,000	29,100	3.93%	29,100	3.93%	29,100	3.93%
TTM Forestdale Water Tower Lease	7803	5,193	5,400	5,600	1,872	5,600	5,800	3.57%	5,800	3.57%	5,800	3.57%
TTM - South Water Tower Lease	7803	5,192	5,400	5,600	1,875	5,600	5,800	3.57%	5,800	3.57%	5,800	3.57%
Clear Channel	7803	1,000	1,000	1,000	1,000	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Williams Energy - (Garage)	7803	500	500	500	0	500	500	0.00%	500	0.00%	500	0.00%
<b>Sub-total Tower Leases</b>		<b>257,053</b>	<b>237,372</b>	<b>269,400</b>	<b>258,583</b>	<b>269,400</b>	<b>279,300</b>	<b>3.67%</b>	<b>279,300</b>	<b>3.67%</b>	<b>279,300</b>	<b>3.67%</b>
Sale of City Property	7801-7802	0	4,148	0	0	0	0		0		0	
Refunds and reimbursements	7805	30,233	371	0	194	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total Other</b>		<b>287,286</b>	<b>241,891</b>	<b>269,400</b>	<b>258,777</b>	<b>269,400</b>	<b>279,300</b>	<b>#DIV/0!</b>	<b>279,300</b>	<b>0</b>	<b>279,300</b>	<b>0</b>
<b>Total Public Works</b>		<b>1,980,924</b>	<b>1,997,599</b>	<b>2,052,300</b>	<b>917,742</b>	<b>2,052,300</b>	<b>2,132,700</b>	<b>3.92%</b>	<b>2,132,700</b>	<b>3.92%</b>	<b>2,132,700</b>	<b>3.92%</b>

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## **PUBLIC WORKS**

- **WATER, SANITARY SEWER, STORMWATER, AND STREET LIGHTING**

### **Service Description**

Public Works provides the traditional City services that are essential for suburban communities: streets and sidewalks, water, sanitary sewer, storm water, fleet maintenance, and engineering. Streets and sidewalks, fleet maintenance, and engineering are paid for through general fund taxes whereas water, sanitary sewer, and storm water are enterprise funds and paid for through user fees.

The Water Division provides residents with a safe, efficient, and economical water supply through state-of-the-art filtration plants, equipment, and monitoring. The water system consists of 92 miles of watermains, 750 fire hydrants, 5 water treatment plants, 11 wells, 4 water storage tanks, and 5,700 service connections. The City has an on-going odd/even lawn sprinkling policy to insure there will be an adequate supply of water for domestic purposes and fire protection during high water use periods.

The Sanitary Sewer Division cleans and maintains a 74 mile system of sanitary sewers and 5 lift stations. The lift stations are inspected daily and the sewer system cleaned and inspected on a biennial basis to eliminate problems and backups. In addition, approximately 100,000 feet of the sewer system are television inspected annually. The final treatment and disposal of sanitary sewerage is handled on the metro level by Metropolitan Council Environmental Services. The City of New Brighton pays the MCES nearly 1.4 million dollars annually for sewage treatment and disposal.

The Stormwater Division was created in 1994 to prevent flooding and erosion, promote groundwater infiltration, and improve the surface water quality of City lakes, wetlands and watercourses. The storm water system consists of approximately 33 miles of storm drainage pipe and numerous natural and manmade holding ponds which purify stormwater through settling and natural biological treatment.

Water meter reading and utility billing for the enterprise funds is administered through the Finance Department.

- Provide safe and high quality water supply to meet present and future needs
- Provide a healthy and attractive urban environment through the collection of sanitary sewage
- To prevent flooding and erosion and enhance the water quality of City lakes, wetlands and watercourses

## **Personnel Status and Strategy**

See public works/engineering narrative.

## **Strategic Opportunities and Challenges**

- Continue to focus on the maintenance and upkeep of the City's infrastructure through the street renovation and contract maintenance programs.
- Stormwater education and capital projects will be a significant challenge in protecting the City's natural resources and achieving compliance with federal NPDES mandates.
- Continue to monitor the amount of overhead and staff time necessary to effectively handle the responsibilities of the stormwater utility as well as assure that the utility is adequately handling its operational and capital costs.
- On July 16, 2011 the City of New Brighton received a historical rain event. On August 23, 2011 The City Council Authorized a City Wide Flood Study and Updates to the City Comprehensive Stormwater Management Plan (CSMP). The Rice Creek Watershed District approved the City of New Brighton's local updates to the CSMP on August 8, 2012. Staff will continue to implement flood mitigation project as identified in the study.
- Continue spot replacement and recalibration of water meters and a systematic approach to use of new technology when economically feasible, such as radio read remotes.
- Establish and implement a cross-connection prevention and education program between critical businesses and the City water supply.
- Manage the costs of the City's street lighting system, including the areas to be added during the next several years through redevelopment.
- Continue regular monitoring of gas vapor wells installed in the east side of Old Highway 8. This monitoring is a requirement of the MPCA as part of the Miller Dump Closure project, City Project 07-5.
- The On March 17, 2014, the Minnesota Pollution Control Agency (MPCA) made a final determination to issue coverage under the National Pollutant Discharge Elimination System for the City of New Brighton MS4 Permit. The permit states that within the initial 12 month period the City of New Brighton ordinances, standard operating procedures, mapping, and enforcement response procedures get updated and implemented. Below is the list of additional issues the MPCA plans to focus its' efforts on for this permit reissuance;
  - Impaired waters and total maximum daily loads
  - Construction stormwater erosion and sediment control
  - Post construction BMP operation and maintenance
  - Mapping your system
  - SWPPPs and coordination with local water plans
  - Non-degradation
  - One size does not fit all
  - Minimum control measure for education
- In 2015, an engineering intern will inspect and create documentation to address new inspection criteria for the 2015 MS4 permitting requirements. This document will be used by staff as a baseline for future inspection and maintenance activities.

**2015 BUDGET  
WATER  
701-46711**

	2012	2013	2014	2014	Projected	2015	2015	2015	2015	2015		
	Actual	Actual	Budget	April	2014	Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15	
<b>REVENUES</b>												
Utility Service Revenue	6651	1,326,178	1,350,118	1,511,100	337,798	1,232,300	1,599,000	5.82%	1,599,000	5.82%	1,599,000	5.82%
Utility Late Fees	6603	8,755	21,586	5,000	7,037	24,000	21,300	326.00%	21,300	326.00%	21,300	326.00%
Plant #1 Reimbursements	6647	182,872	189,755	193,100	46,887	193,100	197,000	2.02%	197,000	2.02%	197,000	2.02%
Utility Adjustments	6602	3,825	5,655	0	1,535	2,900	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Fridley	6625	16,034	11,874	20,000	0	20,000	20,000	0.00%	20,000	0.00%	20,000	0.00%
Water Connection Fee		1,777	5,435	0	0	23,000	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Sale of Water meters	6653	2,290	2,820	0	420	500	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total for Charges for Service</b>		<b>1,541,731</b>	<b>1,587,243</b>	<b>1,729,200</b>	<b>393,677</b>	<b>1,495,800</b>	<b>1,837,300</b>	<b>6.25%</b>	<b>1,837,300</b>	<b>6.25%</b>	<b>1,837,300</b>	<b>6.25%</b>
Refunds & Reimbursements	7805	8,148	6,191	0	3,118	4,400	3,400	#DIV/0!	3,400	#DIV/0!	3,400	#DIV/0!
Capital Contribution	7807	13,801	361,681	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Misc. State Grants	5508	1,520	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Interest Earnings	8801	(561)	(5,255)	2,000	306	1,000	2,800	40.00%	2,800	40.00%	2,800	40.00%
Transfers In	9980	0	218	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total Miscellaneous</b>		<b>22,908</b>	<b>362,835</b>	<b>2,000</b>	<b>3,424</b>	<b>5,400</b>	<b>6,200</b>	<b>210.00%</b>	<b>6,200</b>	<b>210.00%</b>	<b>6,200</b>	<b>210.00%</b>
<b>Total Revenues</b>		<b>1,564,639</b>	<b>1,950,078</b>	<b>1,731,200</b>	<b>397,101</b>	<b>1,501,200</b>	<b>1,843,500</b>	<b>6.49%</b>	<b>1,843,500</b>	<b>6.49%</b>	<b>1,843,500</b>	<b>6.49%</b>
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	391,053	393,052	406,200	120,561	406,200	410,900	1.16%	410,900	1.16%	410,900	1.16%
Overtime	1110	23,251	30,301	24,700	16,103	25,600	25,200	2.02%	25,200	2.02%	25,200	2.02%
Severance	1400	0	1,693	5,200	0	5,200	4,100	-21.15%	4,100	-21.15%	4,100	-21.15%
FICA	1640	30,612	31,453	33,000	10,282	33,000	33,400	1.21%	33,400	1.21%	33,400	1.21%
PERA	1645	30,456	29,731	31,100	9,908	31,100	32,000	2.89%	32,000	2.89%	32,000	2.89%
Insurance	1650	54,252	57,102	58,900	22,446	58,900	64,300	9.17%	72,800	23.60%	72,800	23.60%
Worker's Compensation	1660	13,800	14,700	16,600	5,532	16,600	18,600	12.05%	18,600	12.05%	18,600	12.05%
Unemployment Comp	1670	1,384	2,272	1,000	888	1,000	1,300	30.00%	1,300	30.00%	1,300	30.00%
CC Membership	1675	680	536	700	0	700	300	-57.14%	300	-57.14%	300	-57.14%
<b>TOTAL</b>		<b>545,488</b>	<b>560,840</b>	<b>577,400</b>	<b>185,720</b>	<b>578,300</b>	<b>590,100</b>	<b>2.20%</b>	<b>598,600</b>	<b>3.67%</b>	<b>598,600</b>	<b>3.67%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	77,147	74,500	66,400	38,609	81,400	50,000	-24.70%	50,000	-24.70%	50,000	-24.70%
Watermeters/remotes	0	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Water main breaks	50,000	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Chemicals	2175	33,743	26,467	30,700	15,300	30,700	31,600	2.93%	31,600	2.93%	31,600	2.93%
Books & Periodicals	2250	430	132	300	0	300	300	0.00%	300	0.00%	300	0.00%
Uniforms	2260	0	536	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Small Equipment	2280	2,709	3,073	2,600	693	2,600	2,800	7.69%	2,800	7.69%	2,800	7.69%
<b>TOTAL</b>		<b>114,029</b>	<b>104,708</b>	<b>100,000</b>	<b>54,602</b>	<b>115,000</b>	<b>84,700</b>	<b>-15.30%</b>	<b>84,700</b>	<b>-15.30%</b>	<b>84,700</b>	<b>-15.30%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	59,142	64,183	68,000	18,977	68,000	70,000	2.94%	70,000	2.94%	70,000	2.94%
Meter reading assistance	6,700	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Leak Detect	9,300	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Other & water sampling	10,300	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Roof Mgmt	500	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
MDH Water Connection fee	43,200	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Electricity	3318	19,762	18,532	19,300	1,731	19,300	19,800	2.59%	19,800	2.59%	19,800	2.59%
Natural Gas	3319	5,718	7,231	9,800	2,432	9,800	9,800	0.00%	9,800	0.00%	9,800	0.00%
Postage	3330	3,948	5,177	4,400	0	4,400	4,500	2.27%	4,500	2.27%	4,500	2.27%
Utility Bills	4,500	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Printing & Publishing	3340	5,151	6,506	6,500	2,113	6,500	6,500	0.00%	6,500	0.00%	6,500	0.00%
NBS - utility bills (w40%,s40%,ss20%)	4,000	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
U/B inserts	2,500	0	0	0	0	0	0	0.00%	0	0.00%	0	0.00%
Memberships & Dues	3360	299	373	500	183	500	500	0.00%	500	0.00%	500	0.00%
Training	3370	863	2,141	2,000	1,003	2,000	2,200	10.00%	2,200	10.00%	2,200	10.00%
Recruitment	3373	0	134	0	0	0	0	0.00%	0	0.00%	0	0.00%
Subsistence	3375	0	18	300	300	300	400	33.33%	400	33.33%	400	33.33%
Travel	3380	198	313	300	0	300	400	33.33%	400	33.33%	400	33.33%
Maintenance-Equipment												
Buildings & Grounds	3510	69,588	74,707	73,500	15,906	73,500	75,700	2.99%	75,700	2.99%	75,700	2.99%
Garage Maintenance	3550	151,600	154,600	157,700	52,568	157,700	162,400	2.98%	162,400	2.98%	162,400	2.98%
Administrative Charge	3551	131,800	134,400	137,100	45,700	137,100	139,800	1.97%	139,800	1.97%	139,800	1.97%
City Utility ROW Fee	3552	38,100	38,900	39,700	13,232	39,700	40,900	3.02%	40,900	3.02%	40,900	3.02%
Non-Fleet Internal Charge	3561	6,300	6,700	7,100	2,368	7,100	7,500	5.63%	7,500	5.63%	7,500	5.63%
Fleet Internal Charge	3562	69,700	72,300	68,000	22,668	68,000	70,600	3.82%	70,600	3.82%	70,600	3.82%
Risk Mgmt. Internal Charge	3563	25,300	25,400	22,900	7,632	22,900	24,600	7.42%	24,600	7.42%	24,600	7.42%
Info. Tech. Internal Charge	3564	31,000	32,800	33,100	11,032	33,100	33,200	0.30%	33,200	0.30%	33,200	0.30%
Pavement Mgmt Charge	3565	3,200	3,300	3,500	1,168	3,500	3,700	5.71%	3,700	5.71%	3,700	5.71%
Other Services	3590	5,041	2,052	3,900	848	3,900	3,900	0.00%	3,900	0.00%	3,900	0.00%
Audit & Financial	3701	3,649	3,157	3,200	298	3,200	3,200	0.00%	3,200	0.00%	3,200	0.00%
<b>TOTAL</b>		<b>630,359</b>	<b>652,924</b>	<b>660,800</b>	<b>200,159</b>	<b>660,800</b>	<b>679,600</b>	<b>2.85%</b>	<b>679,600</b>	<b>2.85%</b>	<b>679,600</b>	<b>2.85%</b>
<b>OTHER</b>												
Debt Service:												
Interest	8802	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Transfer Out to Cap. Imp. Fund	9992	0	0	141,068	0	0	0	0.00%	0	0.00%	0	0.00%
Water Infrastructure		0	150,900	155,400	105,400	55,800	55,800	-64.09%	55,800	-64.09%	55,800	-64.09%
Annual Street Reconstruction		0	260,000	267,800	217,800	90,000	90,000	-66.39%	90,000	-66.39%	90,000	-66.39%
07-08 Elect. Exp Fd 206		3,318	1,913	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>3,318</b>	<b>412,813</b>	<b>423,200</b>	<b>141,068</b>	<b>323,200</b>	<b>145,800</b>	<b>-65.55%</b>	<b>145,800</b>	<b>-65.55%</b>	<b>145,800</b>	<b>-65.55%</b>
<b>Total Expenses</b>		<b>1,293,194</b>	<b>1,731,285</b>	<b>1,761,400</b>	<b>581,549</b>	<b>1,677,300</b>	<b>1,500,200</b>	<b>-14.83%</b>	<b>1,508,700</b>	<b>-14.35%</b>	<b>1,508,700</b>	<b>-14.35%</b>
<b>Net Revenues over Expenses</b>		<b>271,445</b>	<b>218,793</b>	<b>(30,200)</b>	<b>(184,448)</b>	<b>(176,100)</b>	<b>343,300</b>		<b>334,800</b>		<b>334,800</b>	

**2015 BUDGET  
SEWER  
702-46712**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>REVENUES</b>												
Utility Services Revenue	6651	2,070,558	2,234,306	2,472,800	746,889	2,472,800	2,690,800	8.82%	2,690,800	8.82%	2,690,800	8.82%
Utility Late Fees	6003	73,029	67,902	60,000	20,379	60,000	60,000	0.00%	60,000	0.00%	60,000	0.00%
Plant #1 Reimbursements	6647	83,235	88,273	90,200	20,988	90,200	92,000	2.00%	92,000	2.00%	92,000	2.00%
Utility Adjustments	6602	2,955	3,672	0	910	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Total for Charges for Service		<u>2,229,777</u>	<u>2,394,153</u>	<u>2,623,000</u>	<u>789,166</u>	<u>2,623,000</u>	<u>2,842,800</u>	<u>8.38%</u>	<u>2,842,800</u>	<u>8.38%</u>	<u>2,842,800</u>	<u>8.38%</u>
Refunds & Reimbursements	7805	21	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Capital Contribution	7807	2,877	58,639	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Over/Short	7890	(20)	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Interest Earnings	8801	2,085	(851)	500	223	500	800	60.00%	800	60.00%	800	60.00%
Other Interest	8805	15,429	13,520	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
METC Sewer Lining Grant		0	0	0	0	76,242				#DIV/0!		#DIV/0!
Other Misc		13,151	9,933	0	0	13,411	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Transfers In	9980	0	125,000	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Total Miscellaneous		<u>33,543</u>	<u>206,241</u>	<u>500</u>	<u>223</u>	<u>90,153</u>	<u>800</u>	<u>60.00%</u>	<u>800</u>	<u>60.00%</u>	<u>800</u>	<u>60.00%</u>
<b>Total Revenues</b>		<u>2,263,320</u>	<u>2,600,394</u>	<u>2,623,500</u>	<u>789,389</u>	<u>2,713,153</u>	<u>2,843,600</u>	<u>8.39%</u>	<u>2,843,600</u>	<u>8.39%</u>	<u>2,843,600</u>	<u>8.39%</u>
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	304,159	310,469	321,700	94,991	321,700	328,800	2.21%	328,800	2.21%	328,800	2.21%
Overtime	1110	12,211	14,733	13,300	8,657	13,300	13,800	3.76%	13,800	3.76%	13,800	3.76%
Severance	1400	0	984	3,100	0	3,100	2,300	-25.81%	2,300	-25.81%	2,300	-25.81%
FICA	1640	23,750	24,441	25,600	7,863	25,600	26,200	2.34%	26,200	2.34%	26,200	2.34%
PERA	1645	23,156	22,782	24,000	7,515	24,000	25,000	4.17%	25,000	4.17%	25,000	4.17%
Insurance	1650	37,124	38,978	40,200	15,168	40,200	41,700	3.73%	46,400	15.42%	46,400	15.42%
Workers' Comp	1660	19,500	20,700	11,100	3,700	11,100	17,400	56.76%	17,400	56.76%	17,400	56.76%
Unemployment Comp	1670	1,384	1,729	1,000	888	1,000	1,300	30.00%	1,300	30.00%	1,300	30.00%
CC Membership	1675	407	0	900	0	900	200	-77.78%	200	-77.78%	200	-77.78%
TOTAL		<u>421,691</u>	<u>434,816</u>	<u>440,900</u>	<u>138,782</u>	<u>440,900</u>	<u>456,700</u>	<u>3.58%</u>	<u>461,400</u>	<u>4.65%</u>	<u>461,400</u>	<u>4.65%</u>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	14,942	8,939	13,100	1,846	7,000	13,500	3.05%	13,500	3.05%	13,500	3.05%
Uniforms	2260	0	493	0	0	0	0		0		0	
Small Equipment	2280	9,207	9,128	8,500	0	0	8,700	2.35%	8,700	2.35%	8,700	2.35%
TOTAL		<u>24,149</u>	<u>18,560</u>	<u>21,600</u>	<u>1,846</u>	<u>7,000</u>	<u>22,200</u>	<u>2.78%</u>	<u>22,200</u>	<u>2.78%</u>	<u>22,200</u>	<u>2.78%</u>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	6,404	7,823	9,000	1,945	9,000	9,000	0.00%	9,000	0.00%	9,000	0.00%
Meter reading	6,500											
Other	2,500											
Telephone	3310	4,114	4,114	4,500	1,216	4,500	4,600	2.22%	4,600	2.22%	4,600	2.22%
Electricity	3318	4,604	4,155	5,000	847	5,000	5,000	0.00%	5,000	0.00%	5,000	0.00%
Utility Charges - Mounds View	3320	900	982	824	800	800	900	12.50%	900	12.50%	900	12.50%
MCES	3322	1,273,811	1,362,676	1,388,200	462,717	1,388,200	1,429,900	3.00%	1,429,900	3.00%	1,429,900	3.00%
Postage	3330	4,200	4,200	3,000	0	3,000	3,300	10.00%	3,300	10.00%	3,300	10.00%
Utility Bills	3,300											
Printing & Publishing	3340	3,600	4,453	4,200	1,083	4,200	4,400	4.76%	4,400	4.76%	4,400	4.76%
NBS - utility bills (w40%,s40%,ss20%)	4,200											
U/B inserts	200											
Training	3370	1,953	1,250	2,400	165	2,400	2,400	0.00%	2,400	0.00%	2,400	0.00%
Subsistence	3375	0	0	300	0	300	300	0.00%	300	0.00%	300	0.00%
Travel	3380	0	40	300	0	300	300	0.00%	300	0.00%	300	0.00%
Maint.-Equip,Bldg & Grnds	3510	90,917	110,370	124,200	519	124,200	127,900	2.98%	127,900	2.98%	127,900	2.98%
T.V. inspections	51,500											
System repairs	25,800											
Root treatments	15,400											
Joint sealing	30,900											
Equipment rental	4,300											
Garage Maintenance	3550	151,600	154,600	157,700	52,568	157,700	162,400	2.98%	162,400	2.98%	162,400	2.98%
Administrative Charge	3551	131,800	134,400	137,100	45,700	137,100	139,800	1.97%	139,800	1.97%	139,800	1.97%
City Utility ROW Fee	3552	60,900	62,100	63,300	21,100	63,300	65,200	3.00%	65,200	3.00%	65,200	3.00%
Non-Fleet Internal Charge	3561	6,300	6,700	7,100	2,368	7,100	7,500	5.63%	7,500	5.63%	7,500	5.63%
Fleet Internal Charge	3562	81,100	83,400	84,500	28,168	84,500	87,000	2.96%	87,000	2.96%	87,000	2.96%
Risk Mgmt. Internal Charge	3563	31,600	31,700	44,400	14,800	44,400	52,100	17.34%	52,100	17.34%	52,100	17.34%
Info. Tech. Internal Charge	3564	31,000	32,800	33,100	11,032	33,100	33,200	0.30%	33,200	0.30%	33,200	0.30%
Pavement Mgmt Charge	3565	3,200	3,300	3,500	1,168	3,500	3,700	5.71%	3,700	5.71%	3,700	5.71%
Other Services	3590	3,440	1,989	3,100	637	3,100	3,200	3.23%	3,200	3.23%	3,200	3.23%
Audit & Financial	3701	3,649	3,157	3,200	298	3,200	3,200	0.00%	3,200	0.00%	3,200	0.00%
TOTAL		<u>1,895,174</u>	<u>2,014,051</u>	<u>2,078,900</u>	<u>646,331</u>	<u>2,078,900</u>	<u>2,145,300</u>	<u>3.19%</u>	<u>2,145,300</u>	<u>3.19%</u>	<u>2,145,300</u>	<u>3.19%</u>
<b>OTHER</b>												
Transfer Out to Cap. Proj.	9992											
Annual Street Reconstruction		0	57,900	59,600		59,600	50,000	-16.11%	50,000	-16.11%	50,000	-16.11%
Sump Pump Program - Admin		0	0	0		0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Sewer Infrastructure		181,200	0	0		0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
TOTAL		<u>181,200</u>	<u>57,900</u>	<u>59,600</u>	<u>0</u>	<u>59,600</u>	<u>50,000</u>	<u>-16.11%</u>	<u>50,000</u>	<u>-16.11%</u>	<u>50,000</u>	<u>-16.11%</u>
<b>Total Expenses</b>		<u>2,522,214</u>	<u>2,525,327</u>	<u>2,601,000</u>	<u>786,959</u>	<u>2,586,400</u>	<u>2,674,200</u>	<u>2.81%</u>	<u>2,678,900</u>	<u>3.00%</u>	<u>2,678,900</u>	<u>3.00%</u>
<b>Net Revenues over Expenses</b>		<u>(258,894)</u>	<u>75,067</u>	<u>22,500</u>	<u>2,430</u>	<u>126,753</u>	<u>169,400</u>		<u>164,700</u>		<u>164,700</u>	<b>60</b>

**2015 BUDGET  
STORMWATER  
703-49500**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>REVENUES</b>												
Utility Service Revenue	6651	595,713	579,637	661,200	213,860	661,200	691,000	4.51%	691,000	4.51%	691,000	4.51%
Plant #1 Reimbursements	6647	46,417	49,274	51,800	11,708	51,800	52,800	1.93%	52,800	1.93%	52,800	1.93%
Total for Charges for Service		642,130	628,911	713,000	225,568	713,000	743,800	4.32%	743,800	4.32%	743,800	4.32%
Interest Earnings	8801-8803	3,293	(17,314)	5,000	1,149	5,000	5,000	0.00%	5,000	0.00%	5,000	0.00%
Assessments	1111-1317	29	22	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Capital Contributions	7807	352,591	170,944	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Other - Lake Diane Property Tax							3,750		3,750		3,750	
Other - Bicentennial Pond Property Tax							2,100		2,100		2,100	
Refunds & Reimbursements	7805	0	525	0	0	4,950	600	#DIV/0!	600	#DIV/0!	600	#DIV/0!
Total Miscellaneous		355,913	154,177	5,000	1,149	9,950	11,450	129.00%	11,450	129.00%	11,450	129.00%
<b>Total Revenues</b>		<b>998,043</b>	<b>783,088</b>	<b>718,000</b>	<b>226,717</b>	<b>722,950</b>	<b>755,250</b>	<b>5.19%</b>	<b>755,250</b>	<b>5.19%</b>	<b>755,250</b>	<b>5.19%</b>
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	100,969	104,204	108,600	27,696	108,600	116,900	7.64%	116,900	7.64%	116,900	7.64%
Overtime	1110	6,797	8,380	7,200	4,792	7,200	7,600	5.56%	7,600	5.56%	7,600	5.56%
Severance	1400	0	551	200	0	200	800	300.00%	800	300.00%	800	300.00%
FICA	1640	8,033	8,366	8,900	2,458	8,900	9,500	6.74%	9,500	6.74%	9,500	6.74%
PERA	1645	7,317	6,985	7,300	2,355	7,300	7,600	4.11%	7,600	4.11%	7,600	4.11%
Insurance	1650	14,013	14,832	15,300	5,832	15,300	15,800	3.27%	17,700	15.69%	17,700	15.69%
Workers' Comp	1660	7,100	7,200	5,600	1,868	5,600	6,800	21.43%	6,800	21.43%	6,800	21.43%
Unemployment Comp	1670	1,574	1,396	700	888	700	1,300	85.71%	1,300	85.71%	1,300	85.71%
CC Membership	1675	0	0	200	0	200	100	NA	100	-50.00%	100	-50.00%
TOTAL		145,803	151,914	154,000	45,889	154,000	166,400	8.05%	168,300	9.29%	168,300	9.29%
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	13,452	7,093	12,400	325	12,400	12,700	2.42%	12,700	2.42%	12,700	2.42%
Small Equipment	2280	2,503	804	2,300	1,771	2,300	2,400	4.35%	2,400	4.35%	2,400	4.35%
TOTAL		15,955	7,897	14,700	2,096	14,700	15,100	2.72%	15,100	2.72%	15,100	2.72%
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	10,113	5,192	10,000	520	10,000	13,000	30.00%	13,000	30.00%	13,000	30.00%
Roof Mgmt	1,000											
MS4 Services/flood studies	8,000											
T.V. Inspections	4,000											
Postage - utility bills	3330	2,100	2,100	2,000	0	2,000	2,100	5.00%	2,100	5.00%	2,100	5.00%
Printing/publishing	3340	2,002	2,280	2,400	450	2,400	2,400	0.00%	2,400	0.00%	2,400	0.00%
NBS - utility bills	1,800											
U/B inserts	600											
Subscrip/Memb/Dues	3360	1,000	1,000	1,000	1,183	1,183	1,200	20.00%	1,200	20.00%	1,200	20.00%
Training	3370	1,085	2,085	2,000	455	2,000	2,000	0.00%	2,000	0.00%	2,000	0.00%
Maint Equip, Bldg & Grnds	3510	27,072	35,446	28,300	585	28,300	29,100	2.83%	29,100	2.83%	29,100	2.83%
Garage Maintenance	3550	6,500	6,600	6,700	2,232	6,700	6,900	2.99%	6,900	2.99%	6,900	2.99%
Administrative Charge	3551	112,100	114,300	116,600	38,868	116,600	118,900	1.97%	118,900	1.97%	118,900	1.97%
City Utility ROW Fee	3552	11,800	12,000	12,200	4,068	12,200	12,600	3.28%	12,600	3.28%	12,600	3.28%
Non-Fleet Internal Charge	3561	6,300	6,700	7,100	2,368	7,100	7,500	5.63%	7,500	5.63%	7,500	5.63%
Fleet Internal Charge	3562	50,000	51,400	51,500	17,168	51,500	53,000	2.91%	53,000	2.91%	53,000	2.91%
Risk Mgmt. Internal Charge	3563	7,100	7,300	6,800	2,268	6,800	7,900	16.18%	7,900	16.18%	7,900	16.18%
Info. Tech. Internal Charge	3564	12,700	13,800	13,900	4,632	13,900	14,000	0.72%	14,000	0.72%	14,000	0.72%
Pavement Mgmt Charge	3565	1,500	1,700	1,700	568	1,700	1,700	0.00%	1,700	0.00%	1,700	0.00%
Other Services	3590	1,781	1,257	2,200	157	2,200	2,200	0.00%	2,200	0.00%	2,200	0.00%
Audit & Financial	3701	890	3,157	3,200	298	3,200	3,200	0.00%	3,200	0.00%	3,200	0.00%
TOTAL		254,043	266,317	267,600	75,820	267,783	277,700	3.77%	277,700	3.77%	277,700	3.77%
<b>OTHER</b>												
Transfer Out - Community Reinvestment		0	0	0	0	47,091	70,400	#DIV/0!	70,400		70,400	
Transfer Out - Stormwater Imp Fd	9992			47,100	90,704	81,000	10,000	-78.77%	10,000	-78.77%	10,000	-78.77%
Transfer Out - Lake Diane	9992	800	800	800		800	5,000	525.00%	5,000	525.00%	5,000	525.00%
Transfer Out - Bicentennial Pond	9992	0	700	700		700	2,800	300.00%	2,800	300.00%	2,800	300.00%
Transfer Out to Cap. Proj.	9992											
Annual Street Reconstruction		57,850	59,550	61,400		61,400	63,200	2.93%	63,200	2.93%	63,200	2.93%
Pond Dredgings		50,000	51,500	53,000		53,000	65,000	22.64%	65,000	22.64%	65,000	22.64%
Curb & Drainage Improvements		100,000	103,000	106,100		106,100	20,000	-81.15%	20,000	-81.15%	20,000	-81.15%
TOTAL		208,650	215,550	269,100	90,704	350,091	236,400	-12.15%	236,400	-12.15%	236,400	-12.15%
<b>Total Expenses</b>		<b>624,451</b>	<b>641,678</b>	<b>705,400</b>	<b>214,509</b>	<b>786,574</b>	<b>695,600</b>	<b>-1.39%</b>	<b>697,500</b>	<b>-1.12%</b>	<b>697,500</b>	<b>-1.12%</b>
<b>Net Revenue over Expenses</b>		<b>373,592</b>	<b>141,410</b>	<b>12,600</b>	<b>12,208</b>	<b>(63,624)</b>	<b>59,650</b>		<b>57,750</b>		<b>57,750</b>	

**2015 BUDGET  
STREET LIGHT SYSTEM  
704-40000**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>REVENUES</b>												
Utility Service Revenue	6651	178,678	189,245	202,400	66,794	202,400	232,900	15.07%	232,900	15.07%	232,900	15.07%
Total for Charges for Service		178,678	189,245	202,400	66,794	202,400	232,900	15.07%	232,900	15.07%	232,900	15.07%
Refunds Reimbursements	7805	2,885	600	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Investment Earnings	8801	(58)	842	(500)	(28)	(500)	(400)	-20.00%	(400)	-20.00%	(400)	-20.00%
Total Miscellaneous		2,827	1,442	(500)	(28)	(500)	(400)	-20.00%	(400)	-20.00%	(400)	-20.00%
<b>Total Revenues</b>		<b>181,505</b>	<b>190,687</b>	<b>201,900</b>	<b>66,766</b>	<b>201,900</b>	<b>232,500</b>	<b>15.16%</b>	<b>232,500</b>	<b>15.16%</b>	<b>232,500</b>	<b>15.16%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	5,815	2,661	2,300	0	2,300	2,300	0.00%	2,300	0.00%	2,300	0.00%
<b>TOTAL</b>		<b>5,815</b>	<b>2,661</b>	<b>2,300</b>	<b>0</b>	<b>2,300</b>	<b>2,300</b>	<b>0.00%</b>	<b>2,300</b>	<b>0.00%</b>	<b>2,300</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services	3300	0	0	500	0	500	500	0.00%	500	0.00%	500	0.00%
Electricity	3318	141,790	148,354	147,100	35,330	152,800	157,400	7.00%	157,400	7.00%	157,400	7.00%
Maint. Equip, Bldg & Grnds	3510	32,043	3,821	10,000	111	1,000	74,200	642.00%	74,200	642.00%	74,200	642.00%
Administrative Charge	3551	6,400	6,500	6,600	2,200	6,600	6,700	1.52%	6,700	1.52%	6,700	1.52%
Risk Mgmt. Internal Charge	3563	18,300	18,600	19,000	6,332	19,000	18,900	-0.53%	18,900	-0.53%	18,900	-0.53%
<b>Total Contractual Services</b>		<b>198,533</b>	<b>177,275</b>	<b>183,200</b>	<b>43,973</b>	<b>179,400</b>	<b>257,700</b>	<b>40.67%</b>	<b>257,700</b>	<b>40.67%</b>	<b>257,700</b>	<b>40.67%</b>
<b>Total Expenses</b>		<b>204,348</b>	<b>179,936</b>	<b>185,500</b>	<b>43,973</b>	<b>181,700</b>	<b>260,000</b>	<b>40.16%</b>	<b>260,000</b>	<b>40.16%</b>	<b>260,000</b>	<b>40.16%</b>
<b>Net Revenue over Expenses</b>		<b>(22,843)</b>	<b>10,751</b>	<b>16,400</b>	<b>22,793</b>	<b>20,200</b>	<b>(27,500)</b>		<b>(27,500)</b>		<b>(27,500)</b>	

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## BRIGHTWOOD HILLS GOLF COURSE

### Service Description

The City of New Brighton owns and operates Brightwood Hills Golf Course, a 9-hole, par 30, municipal golf course for residents of New Brighton and the surrounding communities to enjoy. The course is nestled neatly into a residential area on its east side and borders a commercial-retail area on the west. Brightwood Hills is home to many adult, junior, and senior golf leagues and offers opportunities for tournaments and corporate events.

- Operate a well-maintained, efficient, customer-oriented golf course.
- Provide the community with a warm, inviting facility for local meetings, family events, and social functions.

The clubhouse was constructed in 1999 allowing the building to operate year round. From November to March, the clubhouse is marketed as a rental facility for meetings, reunions, family events, etc. A full-time Golf Operations Manager oversees the facility and course business. As an enterprise operation, Brightwood Hills intends to pay for the provision of its services through user fees. Similar to a private business, the annual profits or losses are the responsibility of the golf course fund.

### Proposed Changes to Service Level or Revenue

As proven in a resident survey, Brightwood Hills Golf Course is valued by the community due to its recreational opportunities for seniors, adult, youth, and families and its value as undeveloped open space.

A new garage was installed in 2014 to house various pieces of equipment. In 2014 a new partnership was formed with St. John's School and an afterschool juniors program began. The City will continue to strive to implement service level enhancements to ensure that Brightwood Hills remains a community asset. The primary goal is to ensure that the City's golf course is financially viable; managed in a creative, innovative, entrepreneurial and team-oriented manner; and a positive image is maintained within the local golf community.

High quality customer service and course maintenance conditions will continue to be the focal point for staff to ensure that all golfers have a quality and positive experience.

## Personnel Status and Strategy

	# of People	Position	FTE 2012	FTE 2013	FTE 2014	FTE 2015
Full-Time	1	Golf Operations Manager	1.00	1.00	1.00	1.00
<b>Total</b>		<b>Full-time FTEs</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
		<b>Seasonal/Part-Time FTEs</b>	<b>3.9</b>	<b>3.9</b>	<b>3.41</b>	<b>3.19</b>
		<b>Total Parks &amp; Recreation FTEs</b>	<b>4.9</b>	<b>4.9</b>	<b>4.41</b>	<b>4.19</b>

## Strategic Opportunities and Challenges Brightwood Hills Golf Course

1. To attract golf events and groups that will utilize the course during non-peak hours.
2. To continually increase the quality of golf course maintenance to attract new golfers, retain current golfers, and positively promote the City's image.
3. To attract at least 21,000 golfers per year to Brightwood Hills.
4. To evaluate new revenue generating opportunities.
5. To market the clubhouse as a meeting site for local business meetings and social functions.
6. To proactively address changes in course conditions, due to weather conditions, in order to minimize any degradation in course quality.
7. Realize according to a PGA Study, the number of nationwide core golfers has dropped to 1988 levels. This drop has been explained by three reasons:
  - a. Cost
  - b. Length of time it takes to play
  - c. Not growing the game at the youth level

Brightwood Hills has not been as significantly affected by these reasons as it is an affordable course, short course to play and it continually caters to the junior level of golf.

**2015 BUDGET  
BRIGHTWOOD HILLS GOLF COURSE  
741-44721**

	2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
	Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>REVENUES:</b>											
<b>CHARGES FOR SERVICE</b>											
Taxable Services 6601	6,700	4,925	5,100	212	5,100	5,100	0.00%	5,100	0.00%	5,100	0.00%
Non-Taxable 6602	3,316	2,831	2,000	17	1,800	2,000	0.00%	2,000	0.00%	2,000	0.00%
Golf Membership 6701	15,380	15,001	16,900	9,218	16,900	16,900	0.00%	16,900	0.00%	16,900	0.00%
Greens Fee 6702	167,026	151,474	198,000	25,828	157,200	192,500	-2.78%	192,500	-2.78%	192,500	-2.78%
Practice Range 6703	2,227	2,031	2,000	331	2,200	2,000	0.00%	2,000	0.00%	2,000	0.00%
Lessons 6706	17,220	15,353	16,200	2,196	14,000	16,200	0.00%	16,200	0.00%	16,200	0.00%
Food for Resale 6771	22,671	21,847	22,000	369	22,000	22,000	0.00%	22,000	0.00%	22,000	0.00%
Cart Rental 6772	18,780	17,601	19,300	500	18,700	19,300	0.00%	19,300	0.00%	19,300	0.00%
<b>TOTAL</b>	<b>253,320</b>	<b>231,063</b>	<b>281,500</b>	<b>38,671</b>	<b>237,900</b>	<b>276,000</b>	<b>-1.95%</b>	<b>276,000</b>	<b>-1.95%</b>	<b>276,000</b>	<b>-1.95%</b>
<b>MISCELLANEOUS</b>											
Rental/Room 7803	4,173	4,667	4,000	2,180	4,000	4,000	0.00%	4,000	0.00%	4,000	0.00%
Over/Short 7890	1	7	0	1	0		#DIV/0!		#DIV/0!		#DIV/0!
Transfers In - from Comm R 9980	0	129,675	33,300	0	33,300	43,700	31.23%	45,800	37.54%	45,800	37.54%
Transfers In - from Closed B 9980	350,130	0	0	1	0		#DIV/0!		#DIV/0!		#DIV/0!
Interest Earnings 8801	90	4,489	(1,500)	(41)	(1,500)	(1,000)	-33.33%	(1,000)	-33.33%	(1,000)	-33.33%
<b>TOTAL</b>	<b>354,394</b>	<b>138,838</b>	<b>35,800</b>	<b>2,141</b>	<b>35,800</b>	<b>46,700</b>	<b>30.45%</b>	<b>48,800</b>	<b>36.31%</b>	<b>48,800</b>	<b>36.31%</b>
<b>Total Revenues</b>	<b>607,714</b>	<b>369,901</b>	<b>317,300</b>	<b>40,812</b>	<b>273,700</b>	<b>322,700</b>	<b>1.70%</b>	<b>324,800</b>	<b>2.36%</b>	<b>324,800</b>	<b>2.36%</b>
<b>EXPENSES:</b>											
<b>PERSONNEL SERVICES</b>											
Regular Wage 1100	139,801	140,927	152,300	21,948	152,300	152,700	0.26%	152,700	0.26%	152,700	0.26%
Severance Pay 1400	0	0	500	0	500	1,300	160.00%	1,300	160.00%	1,300	160.00%
FICA 1640	10,127	10,233	11,700	1,570	11,700	11,700	0.00%	11,700	0.00%	11,700	0.00%
PERA 1645	9,991	9,185	9,400	1,591	9,400	9,600	2.13%	9,600	2.13%	9,600	2.13%
Insurance 1650	11,644	12,174	13,000	5,071	13,000	13,600	4.62%	15,700	20.77%	15,700	20.77%
Workers' Comp 1660	3,100	3,000	3,900	1,300	3,900	2,400	-38.46%	2,400	-38.46%	2,400	-38.46%
Unemployment Comp 1670	3,625	3,482	4,500	2,184	4,000	4,000	-11.11%	4,000	-11.11%	4,000	-11.11%
<b>TOTAL</b>	<b>178,288</b>	<b>179,001</b>	<b>195,300</b>	<b>33,664</b>	<b>194,800</b>	<b>195,300</b>	<b>0.00%</b>	<b>197,400</b>	<b>1.08%</b>	<b>197,400</b>	<b>1.08%</b>
<b>MATERIALS AND SUPPLIES</b>											
General Materials 2170	16,656	14,967	16,500	61	16,500	17,400	5.45%	17,400	5.45%	17,400	5.45%
Uniforms 2260	0	114	200	0	200	200	0.00%	200	0.00%	200	0.00%
Small Equipment 2280	2,459	1,376	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
<b>TOTAL</b>	<b>19,115</b>	<b>16,457</b>	<b>17,700</b>	<b>61</b>	<b>17,700</b>	<b>18,600</b>	<b>5.08%</b>	<b>18,600</b>	<b>5.08%</b>	<b>18,600</b>	<b>5.08%</b>
<b>CONTRACTUAL SERVICES</b>											
Professional Services 3300	1,455	5,131	6,900	353	6,900	7,800	13.04%	7,800	13.04%	7,800	13.04%
Telephone 3310	617	604	600	156	600	600	0.00%	600	0.00%	600	0.00%
Electricity 3318	5,443	5,799	6,000	642	6,000	6,000	0.00%	6,000	0.00%	6,000	0.00%
Natural Gas 3319	1,089	1,243	1,000	587	1,000	1,500	50.00%	1,500	50.00%	1,500	50.00%
Utility Charges 3320	915	690	800	334	800	800	0.00%	800	0.00%	800	0.00%
Printing & Publishing 3340	4,126	4,502	4,200	1,020	3,700	4,200	0.00%	4,200	0.00%	4,200	0.00%
Waste Removal 3351	2,538	2,088	2,500	195	2,500	2,500	0.00%	2,500	0.00%	2,500	0.00%
Subscriptions & Dues 3360	2,455	2,284	2,400	1,551	2,700	2,500	4.17%	2,500	4.17%	2,500	4.17%
Training 3370	325	300	400	275	400	400	0.00%	400	0.00%	400	0.00%
Travel 3380	17	25	100	23	100	100	0.00%	100	0.00%	100	0.00%
Maintenance-Equipment 3510	9,705	4,346	8,300	1,147	8,300	9,000	8.43%	9,000	8.43%	9,000	8.43%
Buildings & Grounds											
Non-Fleet Internal Charge 3561	23,400	24,100	24,900	8,300	24,900	25,600	2.81%	25,600	2.81%	25,600	2.81%
Fleet Internal Charge 3562	3,100	3,200	3,300	1,100	3,300	3,400	3.03%	3,400	3.03%	3,400	3.03%
Risk Mgmt. Internal Charge 3563	25,400	25,800	6,200	2,068	6,200	6,200	0.00%	6,200	0.00%	6,200	0.00%
Info. Tech. Internal Charge 3564	6,000	6,500	6,600	2,200	6,600	6,700	1.52%	6,700	1.52%	6,700	1.52%
Pavement Mgmt Charge 3565	2,500	2,800	3,100	1,032	3,100	3,400	9.68%	3,400	9.68%	3,400	9.68%
Credit Card Fees 3585		4,325	3,500	0	4,000	4,300	22.86%	4,300	22.86%	4,300	22.86%
Other Services 3590	11,807	7,743	7,500	0	7,500	7,800	4.00%	7,800	4.00%	7,800	4.00%
Items for Resale (Food) 3650	12,609	12,513	11,000	0	11,000	11,000	0.00%	11,000	0.00%	11,000	0.00%
Golf Merchandise 3660	4,495	4,673	4,000	0	4,000	4,000	0.00%	4,000	0.00%	4,000	0.00%
Audit 3701	1,824	902	1,000	85	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
<b>TOTAL</b>	<b>119,820</b>	<b>119,568</b>	<b>104,300</b>	<b>21,068</b>	<b>104,600</b>	<b>108,800</b>	<b>4.31%</b>	<b>108,800</b>	<b>4.31%</b>	<b>108,800</b>	<b>4.31%</b>
<b>OTHER</b>											
<b>Debt Service:</b>											
Principal 25010	340,000		0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Interest 8802	16,883		0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Agent Fee 8803	0		0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Transfer to Other funds 9992	0		0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>	<b>356,883</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>
<b>Total Expenses</b>	<b>674,106</b>	<b>315,026</b>	<b>317,300</b>	<b>54,793</b>	<b>317,100</b>	<b>322,700</b>	<b>1.70%</b>	<b>324,800</b>	<b>2.36%</b>	<b>324,800</b>	<b>2.36%</b>
<b>Net Revenues over Expenses</b>	<b>(66,392)</b>	<b>54,875</b>	<b>0</b>	<b>(13,981)</b>	<b>(43,400)</b>	<b>0</b>		<b>0</b>		<b>0</b>	

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

## RISK MANAGEMENT

### Service Description

The Finance Director and the Assistant to the City Manager share the risk management duties. The Finance Director is responsible for risk management activities such as: obtaining insurance, loss control, and processing claims. The Assistant to the City Manager is responsible for the safety committee, claims investigation, administrating claims, and monitoring litigation.

- Obtain appropriate insurance coverages
- Facilitate employee safety committee
- Manage claim processing and administration
- Conduct claims investigations

### Proposed Changes in Service Level

Continue to monitor the appropriateness of the current deductible levels. Insurance premiums can be reduced by increasing the levels of deductibles. However, the City will then be self-insured to that level.

### Strategic Opportunities and Challenges

The goal of risk management is threefold:

- To create a safe workplace
- To prevent catastrophic financial losses
- To provide budgetary stability

The implementation of a risk management program aids in preventing worksite accidents and injuries, and in reducing medical expenses and other costs related to lost workdays, replacement workers, etc. Risk management allows for a more effective use of City funds. An effective risk management program can save funds that may otherwise be spent on costly insurance policies, the replacement of damaged property, or paying claims related to liability or worker's compensation.

The City faces unique risks not found in the private sector. This is true for a number of reasons. First, some City services are inherently high risk. The activities of police and firefighters, for example, are dangerous and involve the potential for financial loss. In addition, most cities cannot manage risk by discontinuing a service. A critical activity such as road maintenance cannot be avoided.

Second, the scope of the City is enormous. We provide a multitude of services, including law enforcement, firefighting, and regulatory oversight, to name a few. Geographically, the scope of the City is broad as well. It includes City property, parks, and right of way. Realistically, the City cannot constantly monitor all activities in its domain.

Third, the City is unable to exercise total control over its physical environment. During normal business hours, the City does not restrict citizen access to many of its facilities. City Hall, the Family Service Center, and the License Bureau must be accessible to the public. Moreover, some public spaces —roadways, for example — are open for business 24 hours a day, seven days a week.

**2015 BUDGET  
RISK MANAGEMENT  
601-40000**

		2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	2015	2015	2015	2015	
							Dept. Requested Budget	City Mgr Recommend Budget	% Change 14/15	% Change 14/15	Adopted Budget	% Change 14/15
<b>REVENUES:</b>												
<b>CHARGES FOR SERVICE</b>												
Internal Service Revenues	6610	290,100	294,600	283,600	94,536	283,600	292,200	3.03%	292,200	3.03%	292,200	3.03%
Workers Comp. Revenues	6611	180,000	184,900	189,700	63,236	189,700	195,400	3.00%	195,400	3.00%	195,400	3.00%
<b>TOTAL</b>		<b>470,100</b>	<b>479,500</b>	<b>473,300</b>	<b>157,772</b>	<b>473,300</b>	<b>487,600</b>	<b>3.02%</b>	<b>487,600</b>	<b>3.02%</b>	<b>487,600</b>	<b>3.02%</b>
<b>MISCELLANEOUS</b>												
Refunds and reimbursements	7805	116,362	76,867	0	4,405	4,400	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Interest Earnings	8801	6,046	(43,832)	11,000	2,450	11,500	12,000	9.09%	12,000	9.09%	12,000	9.09%
Donations	7804	3,500	2,000	0	3,000	3,000	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>TOTAL</b>		<b>125,908</b>	<b>35,035</b>	<b>11,000</b>	<b>9,855</b>	<b>18,900</b>	<b>12,000</b>	<b>9.09%</b>	<b>12,000</b>	<b>9.09%</b>	<b>12,000</b>	<b>9.09%</b>
<b>Total Revenues</b>		<b>596,008</b>	<b>514,535</b>	<b>484,300</b>	<b>167,627</b>	<b>492,200</b>	<b>499,600</b>	<b>3.16%</b>	<b>499,600</b>	<b>3.16%</b>	<b>499,600</b>	<b>3.16%</b>
<b>EXPENSES:</b>												
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	12,193	12,261	12,500	3,843	12,000	12,400	-0.80%	12,400	-0.80%	12,400	-0.80%
FICA	1640	908	904	1,000	285	900	900	-10.00%	900	-10.00%	900	-10.00%
PERA	1645	880	885	900	279	800	900	0.00%	900	0.00%	900	0.00%
Insurance	1650	1,191	1,237	1,300	490	1,300	1,800	38.46%	2,000	53.85%	2,000	53.85%
Workers Compensation	1660	100	100	100	32	100	100	0.00%	100	0.00%	100	0.00%
<b>TOTAL</b>		<b>15,272</b>	<b>15,387</b>	<b>15,800</b>	<b>4,929</b>	<b>15,100</b>	<b>16,100</b>	<b>1.90%</b>	<b>16,300</b>	<b>3.16%</b>	<b>16,300</b>	<b>3.16%</b>
<b>MATERIALS AND SUPPLIES</b>												
Miscellaneous Materials	2170	0	433	2,300	0	1,000	2,300	0.00%	2,300	0.00%	2,300	0.00%
Supplies		300										
Wellness		2,000										
<b>TOTAL</b>		<b>0</b>	<b>433</b>	<b>2,300</b>	<b>0</b>	<b>1,000</b>	<b>2,300</b>	<b>0.00%</b>	<b>2,300</b>	<b>0.00%</b>	<b>2,300</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services -	3300	18,464	18,643	19,500	7,944	19,500	19,800	1.54%	19,800	1.54%	19,800	1.54%
ILC Safety Contract		7,800										
Insurance Agent		12,000										
Training	3370	0	0	500	0	500	500	0.00%	500	0.00%	500	0.00%
Subsistence (Wellness Program)	3375	0	176	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Workers Comp Ins. Premium	3482	149,652	189,054	190,000	188,551	195,000	195,000	2.63%	195,000	2.63%	195,000	2.63%
Insurance Premiums	3483	193,737	192,238	206,000	113,327	224,700	241,000	16.99%	241,000	16.99%	241,000	16.99%
Municipal Liability		55,222										
Property		71,758										
Equipment Breakdown		11,642										
Mobile Property		7,158										
Faithful Performance		2,037										
Auto Liability & Physical Damage		33,488										
Liquor Liability		743										
No Fault Sewer Backup		6,647										
Sewer Backup		15,250										
Police Department		35,616										
Volunteer Accident		1,356										
Workers Comp. Ins. Deductible	3484	21,314	10,059	15,000	1,484	15,000	15,000	0.00%	15,000	0.00%	15,000	0.00%
Liability Ins. Deductibles	3485	19,697	71,303	100,000	17,459	100,000	100,000	0.00%	100,000	0.00%	100,000	0.00%
Prior Year Liability Ins. Deduct	3486	0	5,627	0	17,544	43,500	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Other Services	3590	4,560	4,111	6,000	712	5,000	6,000	0.00%	6,000	0.00%	6,000	0.00%
Annual Hearing Tests-PW Workers		1,000										
Employee Wellness Program		0										
Personal Trainer		5,000										
<b>TOTAL</b>		<b>407,424</b>	<b>491,211</b>	<b>537,000</b>	<b>347,021</b>	<b>603,200</b>	<b>577,300</b>	<b>7.50%</b>	<b>577,300</b>	<b>7.50%</b>	<b>577,300</b>	<b>7.50%</b>
<b>Total Expenses</b>		<b>422,696</b>	<b>507,031</b>	<b>555,100</b>	<b>351,950</b>	<b>619,300</b>	<b>595,700</b>	<b>7.31%</b>	<b>595,900</b>	<b>7.35%</b>	<b>595,900</b>	<b>7.35%</b>
<b>Net Revenues over Expenses</b>		<b>173,312</b>	<b>7,504</b>	<b>(70,800)</b>	<b>(184,323)</b>	<b>(127,100)</b>	<b>(96,100)</b>		<b>(96,300)</b>		<b>(96,300)</b>	

# CITY OF NEW BRIGHTON STRATEGIC PLAN 2015

<b>INFORMATION TECHNOLOGY</b>
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## Service Area Description

Information Technology (IT) resides in the Administration Department. It provides for the maintenance and upkeep of the City’s information technology resources, including computer systems, network hardware and software, electronic security system, meeting room technology, telephone system, cell phones, virtual systems and copiers. With the exception of licensing and related fees that are directly tied to a specific department, all IT costs are captured in this department. The significant costs associated with the upgrading of the City’s computer hardware and software systems are in this budget area as well. IT is structured as an internal service fund, which provides for the maintenance of the City’s information technology systems. Structuring this budget as an internal service fund allows for users (other departments) to be charged for their utilization of the services provided for in the area of technology.

## Proposed Changes in Service Level or Revenue

The City has made a significant investment in IT over the last ten years in terms of personnel and capital. This investment has allowed the organization to improve efficiencies and to provide better service to the public. Due to this significant investment, the City’s primary focus is to maintain its current IT infrastructure and less on implementing new systems. However, the City will continue to search for new ways to help keep technology current and to implement improved service delivery methods.

## Personnel Status and Strategy

	# of People	Position	FTE 2012	FTE 2013	FTE 2014	FTE 2015
<b>Full-Time</b>						
	1	IT Administrator	1.00	1.00	1.00	1.00
	1	IT Technician	1.00	1.00	1.00	1.00
<b>Total</b>	<b>2</b>		<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## IT Mission Statement

- The Information Technology Department will provide the highest quality technology-based services, in the most cost-effective manner, to facilitate the City’s mission as it applies to the management of the City’s current and future IT needs.

## **Strategic Opportunities and Challenges**

- The City will continue to ensure that the City's equipment, software, and servers are current and operational. One of the departmental focuses will be on maintaining the City's current Information Technology infrastructure to ensure that it continues to meet the City's present and future needs.
- The City will continue to operate the Information Technology in a manner that is cost effective yet still meets the City's on-going and changing computer needs.
- The full implementation of a new electronic recordkeeping system occurred in 2005 and 2006. A significant amount of documents have been scanned into the system, including a number of official City records. IT staff would like to proceed with the scanning project to ensure that current and historical documents are scanned and maintained properly in the future.
- The use of GIS systems provides a great opportunity for the City to improve its base of knowledge regarding various databases associated with geographic parcels. There will be a continued focus on increasing the use of GIS applications, throughout every department. Some of this support will come from our joint powers partners such as the Ramsey County GIS system and the North Suburban Cable Commission.
- The effective use of current infrastructure to provide the most cost effective data and communications network to support both current and future system needs will continue to be a focus.
- The City will continue to expand its security system utilizing both video surveillance and card access. The focus is on ensuring safety and reducing key control costs.
- The City will continue to explore and utilize new technology that can be used to communicate more efficiently with our residents (software such as Granicus, Fix 311, and the revamped City Webpage).
- The City will continue to implement a virtual server and computer systems that creates both a more reliable and cost effective use of network equipment.
- The City will continue to implement a five year IT capital equipment replacement schedule to ensure that the City is budgeting appropriately for future Information Technology expenditures.

**2015 BUDGET  
INFORMATION TECHNOLOGY FUND  
605-40000**

		2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15
<b>REVENUES</b>												
Internal Service Revenues	6610	508,000	518,200	514,700	171,568	514,700	528,200	2.62%	528,200	2.62%	528,200	2.62%
In-house Eng & Admin	6647			0				#DIV/0!		#DIV/0!		#DIV/0!
<b>Total for Charges for Service</b>		<b>508,000</b>	<b>518,200</b>	<b>514,700</b>	<b>171,568</b>	<b>514,700</b>	<b>528,200</b>	<b>2.62%</b>	<b>528,200</b>	<b>2.62%</b>	<b>528,200</b>	<b>2.62%</b>
Grant	5508-5718	1,500	1,125	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Refunds & Reimbursements	7804	0	5,730	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Capital Contribution	7807	0	20,734	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Army Reimbursement	7810	6,000	6,000	6,000	2,000	6,000	6,000	0.00%	6,000	0.00%	6,000	0.00%
Interest Earnings	8801	7,788	(45,072)	13,000	2,951	13,000	14,000	7.69%	14,000	7.69%	14,000	7.69%
Transfer in	9980	39,653	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Retained Earnings Contributi	7860	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total Miscellaneous</b>		<b>54,941</b>	<b>(11,483)</b>	<b>19,000</b>	<b>4,951</b>	<b>19,000</b>	<b>20,000</b>	<b>5.26%</b>	<b>20,000</b>	<b>5.26%</b>	<b>20,000</b>	<b>5.26%</b>
<b>Total Revenues</b>		<b>562,941</b>	<b>506,717</b>	<b>533,700</b>	<b>176,519</b>	<b>533,700</b>	<b>548,200</b>	<b>2.72%</b>	<b>548,200</b>	<b>2.72%</b>	<b>548,200</b>	<b>2.72%</b>
<b>PERSONNEL SERVICES</b>												
Regular Wage	1100	109,718	99,495	118,700	34,013	118,700	125,200	5.48%	125,200	5.48%	125,200	5.48%
Overtime	1110	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Severance Pay	1400	1,239	2,198	500	1,626	500	2,900	480.00%	2,900	480.00%	2,900	480.00%
FICA	1640	8,728	7,947	9,100	2,886	9,100	9,600	5.49%	9,600	5.49%	9,600	5.49%
PERA	1645	7,680	7,171	8,700	2,584	8,700	9,400	8.05%	9,400	8.05%	9,400	8.05%
Insurance	1650	12,097	11,132	12,900	4,685	12,900	13,200	2.33%	14,100	9.30%	14,100	9.30%
Workers Compensation	1660	800	800	1,100	368	1,100	1,300	18.18%	1,300	18.18%	1,300	18.18%
Unemployment Insurance	1670	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
FSC Employee Membership	1675	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Wellness Program	1676	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total Personnel Services</b>		<b>140,262</b>	<b>128,743</b>	<b>151,000</b>	<b>46,162</b>	<b>151,000</b>	<b>161,600</b>	<b>7.02%</b>	<b>162,500</b>	<b>7.62%</b>	<b>162,500</b>	<b>7.62%</b>
<b>MATERIALS AND SUPPLIES</b>												
General Materials	2170	9,763	11,223	10,500	3,109	10,000	10,500	0.00%	10,500	0.00%	10,500	0.00%
UPS Office Batteies - Replacment												
Backup tapes-General IT Supplies												
Small Equipment	2280	16,328	20,354	19,000	3,725	19,000	19,000	0.00%	19,000	0.00%	19,000	0.00%
Cable Items												
Phones												
<b>Total Materials and Supplies</b>		<b>26,091</b>	<b>31,577</b>	<b>29,500</b>	<b>6,834</b>	<b>29,000</b>	<b>29,500</b>	<b>0.00%</b>	<b>29,500</b>	<b>0.00%</b>	<b>29,500</b>	<b>0.00%</b>
<b>CONTRACTUAL SERVICES</b>												
Professional Services:	3300	17,860	17,248	9,000	12,104	12,104	9,000	0.00%	9,000	-25.64%	9,000	0.00%
Ramsey County GIS support	3,000											
Nexus IT Consulting Services	5,000											
Development assistance consulting:												
Intranet	1,000											
City-wide "wireless"												
Telephone:	3310	103,966	91,098	91,600	23,613	83,000	95,100	3.82%	95,100	3.82%	95,100	3.82%
Basic services	34,700											
Long distance	1,000											
Comun equipment	2,000											
Cellular phones	36,000											
Point to Point Network	3,400											
Internet	18,000											
Postage	3330	113	26	0	13	30	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Training	3370	345	385	500	0	400	500	0.00%	500	0.00%	500	0.00%
Tuition Reimbursement	3371	0						#DIV/0!		#DIV/0!		#DIV/0!
Subsistence	3375							#DIV/0!		#DIV/0!		#DIV/0!
Travel	3380		97	0	0			#DIV/0!		#DIV/0!		#DIV/0!
Maintenance:	3510	70,864	76,521	97,400	19,529	70,000	97,400	0.00%	97,400	0.00%	97,400	0.00%
Web page support (Avenet)	1,000											
Fix 311	1,500											
Granicus Support	8,200											
E Ticket	2,500											
Electronic Recordkeeping (Laserfiche)	10,500											
Network	9,000											
Copiers & office equipment	7,500											
Phone support	7,500											
Postage Machine (Pitney Bowes)	500											
Cable Operations-Maintenance	4,000											
Security Software (Access Card Reader)	6,000											
Backup System	2,500											
Certificate Renewal for Web Site	500											
Auxillium West/HR Source	500											
MS Office Maint.	6,500											
Script Logic	5,500											

**2015 BUDGET  
INFORMATION TECHNOLOGY FUND  
605-40000**

	2012 Actual	2013 Actual	2014 Budget	2014 April	Projected 2014	2015	% Change	2015	% Change	2015	% Change	
						Dept. Requested Budget	14/15	City Mgr Recommend Budget	14/15	Adopted Budget	14/15	
Email Anti Virus Renewal	1,900											
Fire Wall	3,500											
VSPHERE Virtual Enviroment Renewal	7,500											
Anti Virus end point	4,400											
Network Operating System	4,400											
V-Brick Webstreaming	2,000											
Risk Mgmt. Internal Chg	3563	3,500	3,600	2,300	768	3,600	2,300	0.00%	2,300	0.00%	2,300	0.00%
Other Services	3590	635	55	1,000	0	1,000	1,000	0.00%	1,000	0.00%	1,000	0.00%
Contingency	7410	0	0	0	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
<b>Total Contractual Services</b>	<b>197,283</b>	<b>189,030</b>	<b>201,800</b>	<b>56,027</b>	<b>170,134</b>	<b>205,300</b>	<b>205,300</b>	<b>1.73%</b>	<b>205,300</b>	<b>1.73%</b>	<b>205,300</b>	<b>1.73%</b>
<b>CAPITAL OUTLAY</b>												
Equipment:	6200	75,629		70,611								
Replacement of PCs (10)			15,500		15,000	14,500		14,500		14,500		
Replacement of printers			3,000		3,000	3,000		3,000		3,000		
Replacement of network equip.			12,000		12,000	12,500		12,500		12,500		
Replacement of network server			15,500		15,500	15,000		15,000		15,000		
Replacement of PS vehicle laptops (4)			16,000		16,000	16,000		16,000		16,000		
Phones upgrades												
Finance system (Therefore)			120,400		0	240,900		240,900		240,900		
Fire Vehicle Laptops (3)			12,800		12,800	11,200		11,200		11,200		
Arcview (GIS) Upgrade												
Public Safety Property Mgmt Program			6,900		0	6,900		6,900		6,900		
Antivirus Software			6,300		0							
Telephone System			123,500		123,500							
Postage Machine						8,700		8,700		8,700		
Mailroom Copier						17,000		17,000		17,000		
Coffee Room Copier						8,000		8,000		8,000		
Police Copier						13,500		13,500		13,500		
CLASS NBCC Recreation Software						80,000		80,000		80,000		
<b>Total Capital Outlay</b>	<b>75,629</b>	<b>0</b>	<b>331,900</b>	<b>70,611</b>	<b>197,800</b>	<b>447,200</b>	<b>34.74%</b>	<b>447,200</b>	<b>34.74%</b>	<b>447,200</b>	<b>34.74%</b>	
<b>TRANSFERS OUT</b>												
Transfer out to General Fund	9992			0	0							
<b>Total Transfers Out</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	
<b>Total Expenses</b>	<b>439,265</b>	<b>349,350</b>	<b>714,200</b>	<b>179,634</b>	<b>547,934</b>	<b>843,600</b>	<b>18.12%</b>	<b>844,500</b>	<b>18.24%</b>	<b>844,500</b>	<b>18.24%</b>	
<b>Net Revenues over Expenses</b>	<b>123,676</b>	<b>157,367</b>	<b>(180,500)</b>	<b>(3,115)</b>	<b>(14,234)</b>	<b>(295,400)</b>	<b>63.66%</b>	<b>(296,300)</b>	<b>64.16%</b>	<b>(296,300)</b>	<b>64.16%</b>	

**2015 BUDGET  
FLEET REPLACEMENT FUND  
603-40000**

	2012	2013	2014	2014	Projected	2015	2015	2015	2015	2015	
	Actual	Actual	Budget	April	2014	Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>REVENUES:</b>											
<b>CHARGES FOR SERVICE</b>											
Internal Service Revenues	6610										
TOTAL	391,600	404,400	407,900	135,968	407,900	421,300	0	421,300	3.29%	421,300	3.29%
	391,600	404,400	407,900	135,968	407,900	421,300	0	421,300	3.29%	421,300	3.29%
<b>MISCELLANEOUS</b>											
Misc Grants	5718	9,000	7,500	0	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Sale of City property	7802	28,507	19,320	0	15,364	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Interest Earnings	8801	31,530	(178,880)	55,000	11,783	55,000	58,000	0	58,000	5.45%	58,000
Transfer in	9980	165,639	165,639	161,400	161,421	161,400	161,400	0	161,400	0.00%	161,400
TOTAL		234,676	13,579	216,400	188,568	216,400	219,400	0	219,400	1.39%	219,400
		234,676	13,579	216,400	188,568	216,400	219,400	0	219,400	1.39%	219,400
<b>Total Revenues</b>		626,276	417,979	624,300	324,536	624,300	640,700	0	640,700	2.63%	640,700
<b>EXPENSES:</b>											
<b>CAPITAL OUTLAY</b>											
Community Development:		520,415	544,184		2,263						
Toyota Prius Staff Car						25,800		25,800		25,800	
Parks:											
John Deere Gator Utility cart - paint striper/groomer						14,000		14,000		14,000	
Forestry											
Dodge Ram Pickup (14-02)				20,000		20,000					
Police:											
Chev Impala - CIS (065)						33,000		33,000		33,000	
Chev Tahoe - DD Fire (096)						44,700		44,700		44,700	
Ford Crown Vic Squad (094)					39,500						
Ford Crown Vic Squad (093)					39,500						
Ford Crown Vic Squad - Unmarked (092)					39,500						
Fire:											
Chevy Pickup Silerado						42,900		42,900		42,900	
Luverne commander fire truck					567,800						
Chev Tahoe			42,600		42,600						
Engineering:											
Public Works:											
John Deere Tractor/loader/backhoe						95,900		95,900		95,900	
Milling attachment						21,100		21,100		21,100	
773T Bobcat (annual lease)				5,700		5,700	1,700	1,700		1,700	
Int'l Dump (box & hydraulics)				174,800		174,800					
John Deere Front-End Loader				24,700		0					
Layton Model H500 Paver				49,700		49,700					
LeRoi Trailer Mounted Air Compressor				17,000		17,000					
Truck Mounted Pothole Patcher #865 Dump				71,400		71,400					
Water:											
Chevy Suburban - Service Vehicle				37,200		37,200					
Sewer:											
Silverado 1/2 ton pickup (072)						29,300		29,300		29,300	
Work body for pickup						13,000		13,000		13,000	
Sreco Sewer jetter						226,600		226,600		226,600	
<b>Total Capital Outlay</b>		<b>520,415</b>	<b>544,184</b>	<b>561,600</b>	<b>2,263</b>	<b>1,104,700</b>	<b>548,000</b>	<b>548,000</b>		<b>548,000</b>	
Debt Service:											
Principal	25010	0	0	0	0	0		0		0	
Interest	8802	0	0	0	0	0		0		0	
Agent Fee	8803	0	0	0	0	0		0		0	
<b>Total Debt Service</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Total Expenses</b>		<b>520,415</b>	<b>544,184</b>	<b>561,600</b>	<b>2,263</b>	<b>1,104,700</b>		<b>548,000</b>		<b>548,000</b>	
<b>Net Revenues over Expenses</b>		<b>105,861</b>	<b>(126,205)</b>	<b>62,700</b>	<b>322,273</b>	<b>(480,400)</b>		<b>92,700</b>		<b>92,700</b>	

## Completed Vehicle Condition Indexes June 2014

(Vehicles with VCI's of 27 and over as of June 2014 are eligible to be replaced)

Parks Vehicle	VCI Score	
0510 Chev Pickup	25	Defer to 2016
<b>Community Development</b>		
028 Toyota Prius	27	Replace
0410 Chev pickup	24.5	Defer to 2016
0411 Chev Malibu	20.5	Defer to 2016
<b>Public Safety</b>		
022 Ford Explorer	24	(unfunded)
046 Chev Pickup	27	Replace
065 Chev Impala	27	Replace
070 Chev Impala	25	Defer to 2016
081 Chev Impala	19.5	Defer to 2016
096 Chev Tahoe	27.5	Replace
098 Dodge Charger	20	Defer to 2016
<b>Public Works</b>		
0312 Ford Utility truck	21	Defer to 2016
048 Ford Pickup	21	Defer to 2016
072 Chev Pickup	28	Replace
097 Chevrolet Suburban	30.5	Replace
<b>Engineering</b>		
057 Ford Taurus	17	Defer to 2016
059 Ford F-250 4x2	19	Defer to 2016

**Note: 6 of the 16 vehicles eligible to be replaced according to the replacement schedule will be included in the 2014 Fleet Budget.**

# Capital Replacement Justification Form

## Current Asset Detail

and Fleet	Department			Community Development
Asset Description	2002 Toyota Prius			
Date Acquire	2002	Purchase Price	\$21,364.00	

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$25,800		This vehicle is used by the Code Enforcement Officer for inspections on a daily basis. The age and condition of the vehicle make it eligible for replacement in 2015. It should be noted the replacement of this vehicle has been deferred the last two years. It is desired to replace this vehicle with a small SUV or larger sedan to ensure adequate cargo space exists
2014	2015	\$25,800	10	This vehicle is used by the Code Enforcement Officer for inspections on a daily basis. The vehicle is currently listed in "good" condition (score of 24) according to the VCI, the plan is to defer its replacement until 2015. It is important to note the vehicle is 12 years old and is only one point away from qualifying for replacement. With its age it is very likely the
2013	2013	\$25,000	10	This vehicle is used by the Code Enforcement Officer for inspections on a daily basis. The unit was taken out of the Fleet plan in 2008/2009 and not scheduled for replacement. The plan was to use the vehicle until the end of its useful life and then have the Code Enforcement Officer use the 2003 Ford Focus. In 2011, a decision was made to transfer the
2012	2013	\$22,800	10	This vehicle is used by the Code Enforcement Officer for inspections on a daily basis. The unit was taken out of the Fleet plan in 2008/2009 and not scheduled for replacement. The plan was to use the vehicle until the end of its useful life and then have the Code Enforcement Officer use the 2003 Ford Focus. In 2011, a decision was made to transfer the



1309537692

AssetID

CityID 028

## Vehicle Condition Index Vehicle 028 Toyota Prius

Factor	Points
Age	13 One point for each year of chronological age, base on in-service date.
Miles/Hours 40,200	4 One point for each 10,000 miles of use.
Type of Service	1 1, 3, 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability	3 Points are assigned as 1, 2, 3, 4, or 5 depending on the frequency or repair/downtime. A 5 would be assigned to a vehicle that has 4% to 5% downtime or more, 4 for 3% to 4% downtime, 3 for 2% to 3% downtime, 2 for 1% to 2% downtime and one point would be assigned for vehicles with less than 1% downtime.
M&R Costs Maintenance and Repair \$2,450 Price of car \$21,363 11% of original cost of vehicle	1 1 to 5 points are assigned based on total life M&R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal to or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M&R costs equal to 20% or less of its original purchase cost.
Condition	3 This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition.
Cost Per Mile Lifetime average of \$0.12 per mile	2 Points are assigned as 1, 2, 3, 4, or 5 depending on the cost per mile relative to class. A 5 would be assigned to a vehicle with costs per mile in excess of 20% for the class. 4 – 15% > than class, 3 – 10% > than class, 2 – 05% > than class, 1 – equal to class.
Point Ranges	Under 21 points      Condition I      Excellent 21 to 25 points      Condition II      Good 25 to 30 points      Condition III      Qualifies for replacement 31 points and above      Condition IV      Needs immediate consideration
Risk Factor (independent) (Not calculated in VCI)	A high "risk factor" is a determination that the vehicle is projected to operate at a cost higher than > the vehicle class. A medium "risk factor" is a determination that the vehicle is projected to operate at a cost equal to the vehicle class. A low "risk factor" is a determination that the vehicle is projected to operate at a cost lower than < the vehicle class.

### Vehicle Condition Index Summary

**Department:**

Factor	Vehicle #
Age	13
Miles/Hours	4
Type of Service	1
Reliability	3
M&R Costs	1
Condition	3
Cost Per Mile	2
<b>TOTAL</b>	<b>27</b>

**Risk Factor: Medium**

**This vehicle scores a 27 and qualifies it for replacement**

**Notes: This VCI completed June 12, 2014**

2002 Toyota Prius - Community Development

Year	Miles	Parts / O.R. Cost	Estimated Labor	Total	Cost / Mile	5-YR Average Cost / Mile
2002	2968	\$ 6.12	\$ 4.59	\$ 10.71	\$ 0.00	
2003	3158	\$ 10.80	\$ 8.10	\$ 18.90	\$ 0.01	
2004	5937	\$ 14.60	\$ 10.95	\$ 25.55	\$ 0.00	
2005	3109	\$ 186.19	\$ 139.64	\$ 325.83	\$ 0.10	
2006	5963	\$ 9.33	\$ 7.00	\$ 16.33	\$ 0.00	0.02
2007	560	\$ 127.50	\$ 95.63	\$ 223.13	\$ 0.40	0.10
2008	5158	\$ 76.09	\$ 57.07	\$ 133.16	\$ 0.03	0.11
2009	1547	\$ 176.08	\$ 132.06	\$ 308.14	\$ 0.20	0.15
2010	4700	\$ 184.92	\$ 138.69	\$ 323.61	\$ 0.07	0.14
2011	808	\$ 140.00	\$ 105.00	\$ 245.00	\$ 0.30	0.20
2012	1466	\$ 273.62	\$ 205.22	\$ 478.84	\$ 0.33	0.14
2013	1946	\$ 195.00	\$ 146.25	\$ 341.25	\$ 0.18	0.21
2014						

\$ 2,450.44 \$ 0.11

Labor Factor 0.75  
 O & M Cost \$ 2,450.44  
 Original Cost \$ 21,363.00  
 Rank 11%

VEHICLE # 1028 RETURN TO MAIN SCREEN

DEPARTMENT COM EDIT THIS VEHICLE'S INFORMATION

YEAR 2002 ENTER NEW REPAIR

CHASSIS MAKE TOYOTA ENTER NEW VEHICLE

CHASSIS MODEL PRIUS EDIT REPAIR INFORMATION FOR THIS VEHICLE

ENGINE MAKE TOYOTA ENTER NEW PART

ENGINE MODEL 1.5 - 4 CYL EDIT PART INFORMATION FOR THIS VEHICLE

SERIAL # JTBK12UX20049629

DESCRIPTION STAFF CAR

PARTS	PART ID	DESCRIPTION
GOODYEAR	P175/65R14	INTEGRITY \$70.31ea.

Repairs

REPORT DATE	MILEAGE / ODOMETER	PARTS	WORK AND PARTS USED
1/7/2013	40200	\$195.00	replaced starting battery and air filter
12/31/2012	38254	\$62.55	replaced damaged tire
12/4/2012	38201	\$71.32	replaced pitted & rusted front rotors
12/4/2012	38201	\$125.11	replaced weather checked leaking front tires
12/4/2012	38201	\$14.64	eng. Oil & filter service 4 qt. 5w30 oil & filter
8/17/2011	135672	\$0.00	warranty recall Carlson Toyota (steering gear recall )
1/5/2011	133908	\$140.00	replaced failed battery
9/1/2010	33100	\$5.00	PLUGGED RIGHT FRONT TIRE
7/21/2010	32980	\$14.64	Eng. Oil & filter 4qt. 5w30 oil & filter
3/10/2010	31400	\$150.64	Mount & balance 2 new front tires GDY Integrity P175/65/R14
3/10/2010	31400	\$14.64	eng. Oil & filter service 4qt. 5w30 oil & filter
1/23/2009	28400	\$176.08	Service: 4 qts 5w30 oil, filter, washer fluid. Replace failed battery. Install block heater
7/16/2008	26853	\$76.09	Service: 4 qts oil and filter. Front brake job - 1 pads 2 rotors.
1/24/2007	21695	\$118.17	Replaced failed starting battery.
1/18/2007	21693	\$9.33	Service: 4 qts 5w30 oil, filter, washer fluid.

2013

2012

REPORT DATE	MILEAGE / ODOMETER	PARTS	WORK AND PARTS USED
1/13/2006	21135	\$172.45	MAPLEWOOD TOYOTA - Warranty - replace engine control module and air refiner
4/7/2006	19203		MAPLEWOOD TOYOTA (warranty) - replace catalytic converter.
2/3/2006	18607	\$9.33	Service: 4 qts 5w30 oil, filter, washer fluid.
5/26/2005	15172	\$162.87	Service: 4 qts 5w30 oil, oil filter, lube. Replace 4 tires.
3/2/2005		\$8.53	Replace wiper blades.
1/21/2005		\$8.53	Replace wiper blade
1/20/2005	13660	\$6.26	Replace wiper blade.
9/23/2004	12063	\$7.30	Service: 4 qts 5w30 oil, filter, washer fluid.
1/21/2004	9040	\$7.30	Service: 4 qts 5w30 oil, oil filter, washer fluid.
6/2/2003	6126	\$8.30	Service: 4 qts 5w30 oil, filter, washer fluid
3/21/2003	5165	\$2.50	Repair left front tire w/ patch.
1/31/2002	500	\$21.29	Install floor mats
	2968	\$6.12	Service: 4 qts 5w30 oil, filter, lube

# Capital Replacement Justification Form

## Current Asset Detail

nd	Fleet	Department	Parks
Asset Description	John Deere Gator Utility cart- paint striper/groomer		
Date Acquire	2007	Purchase Price	\$12,433.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$14,000	8	Primarily used for dragging and striping all ballfields and soccer fields throughout the summer. Occasionally used for getting personnel around the parks. Also used by Stockyard Days personnel for the week of Stockyard days. (cw)
2014	2015	\$14,100	8	Primarily used for dragging and striping all ballfields and soccer fields throughout the summer. Occasionally used for getting personnel around the parks. Also used by Stockyard Days personnel for the week of Stockyard days. Reduced due to tax savings.(cw)
2013	2015	\$15,200	8	Primarily used for dragging and striping all ballfields and soccer fields throughout the summer. Occasionally used for getting personnel around the parks. Also used by Stockyard Days personnel for the week of Stockyard days.
2012	2015	\$15,200	8	Primarily used for dragging and striping all ballfields and soccer fields throughout the summer. Occasionally used for getting personnel around the parks. Also used by Stockyard Days personnel for the week of Stockyard days.
2011	2015	\$15,700	8	



# Capital Replacement Justification Form

## Current Asset Detail

d	Fleet	Department	Police
Asset Description	2006 Chevrolet Impala CIS/Detective gray		
Date Acquire	2006	Purchase Price	\$19,477.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$33,000	7	Used by Detective from Criminal Investigative Section to perform associated casework: interview witnesses, suspects and victims; travel directly to crime scenes, jails, hospitals, crime laboratories, courthouses, and other criminal justice facilities. Extended by two years to 2015 budget.
2014	2015	\$32,400	7	Used by Detective from Criminal Investigative Section to perform associated casework: interview witnesses, suspects and victims; travel directly to crime scenes, jails, hospitals, crime laboratories, courthouses, and other criminal justice facilities. Extended by two years to 2015 budget.
2013	2014	\$31,400	7	Used by Detective from Criminal Investigative Section to perform associated casework: interview witnesses, suspects and victims; travel directly to crime scenes, jails, hospitals, crime laboratories, courthouses, and other criminal justice facilities.
2012	2013	\$30,400	6	Used by Detective from Criminal Investigative Section to perform associated casework: interview witnesses, suspects and victims; travel directly to crime scenes, jails, hospitals, crime laboratories, courthouses, and other criminal justice facilities. Extended by one year to 2013 budget.
2011	2012	\$29,500	6	Used by Detective from Criminal Investigative Section to perform associated casework: interview witnesses, suspects and victims; travel directly to crime scenes, jails, hospitals, crime laboratories, courthouses, and other criminal justice facilities.



## Vehicle Condition Index Vehicle # 065 Chev Impala - Police

Factor	Points
Age	9 One point for each year of chronological age, base on in-service date.
Miles/Hours 87,795	9 One point for each 10,000 miles of use.
Type of Service	1 1, 3, 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability	2 Points are assigned as 1, 2, 3, 4, or 5 depending on the frequency or repair/downtime. A 5 would be assigned to a vehicle that has 4% to 5% downtime or more, 4 for 3% to 4% downtime, 3 for 2% to 3% downtime, 2 for 1% to 2% downtime and one point would be assigned for vehicles with less than 1% downtime.
M&R Costs Maintenance and repair \$7,086 Price of car \$18,534 38% of original cost of vehicle	2 1 to 5 points are assigned based on total life M&R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal to or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M&R costs equal to 20% or less of its original purchase cost.
Condition Misc scratches and small dents Driver seat needs replacement	2 This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition.
Cost Per Mile Lifetime Average \$0.10 per mile	2 Points are assigned as 1, 2, 3, 4, or 5 depending on the cost per mile relative to class. A 5 would be assigned to a vehicle with costs per mile in excess of 20% for the class. 4 – 15% > than class, 3 – 10% > than class, 2 – 05% > than class, 1 – equal to class.
Point Ranges	Under 21 points      Condition I      Excellent 21 to 25 points      Condition II      Good 25 to 30 points      Condition III      Qualifies for replacement 31 points and above      Condition IV      Needs immediate consideration
Risk Factor (independent) (Not calculated in VCI)	A high "risk factor" is a determination that the vehicle is projected to operate at a cost higher than > the vehicle class. A medium "risk factor" is a determination that the vehicle is projected to operate at a cost equal to the vehicle class. A low "risk factor" is a determination that the vehicle is projected to operate at a cost lower than < the vehicle class.

### Vehicle Condition Index Summary

Department: Public Safety

Factor	Vehicle # 065
Age	9
Miles/Hours	9
Type of Service	1
Reliability	2
M&R Costs	2
Condition	2
Cost Per Mile	2
<b>TOTAL</b>	<b>27</b>

**Risk Factor: Medium**

**This vehicle score is a 27 and qualifies for replacement**

**Notes: This VCI completed May 29, 2014**

# Capital Replacement Justification Form

## Current Asset Detail

id	Fleet	Department	Police
Asset Description	2009 Chevrolet Tahoe DD Fire		
Date Acquire	2009	Purchase Price	\$27,024.64

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$44,700	5	Used by Deputy Director of Public Safety/Fire Chief as a take-home vehicle allows quick response to emergency incidents and serves as a command center. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response.
2014	2015	\$42,600	5	Used by Deputy Director of Public Safety/Fire Chief as a take-home vehicle allows quick response to emergency incidents and serves as a command center. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response.
2013	2014	\$41,400	5	Used by Deputy Director of Public Safety/Fire Chief as a take-home vehicle allows quick response to emergency incidents and serves as a command center. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response.
2012	2014	\$41,400	5	Used by Deputy Director of Public Safety/Fire Chief as a take-home vehicle allows quick response to emergency incidents and serves as a command center. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response.
2011	2014	\$41,400	5	Used by Deputy Director of Public Safety/Fire Chief as a take-home vehicle allows quick response to emergency incidents and serves as a command center. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response.



## Vehicle Condition Index Vehicle 096 – Chevrolet Tahoe Deputy Director Fire

Factor	Points
Age	6 One point for each year of chronological age, base on in-service date.
Miles 98,288	10 One point for each 10,000 miles of use. One hour of idle time = 25 miles of driving
Type of Service	5 1, 3, 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability	1 Points are assigned as 1, 2, 3, 4, or 5 depending on the frequency or repair/downtime. A 5 would be assigned to a vehicle that has 4% to 5% downtime or more, 4 for 3% to 4% downtime, 3 for 2% to 3% downtime, 2 for 1% to 2% downtime and one point would be assigned for vehicles with less than 1% downtime.
M&R Costs Maintenance and repair \$13,984 Price of vehicle \$26,537 53% of original price of vehicle	2.5 1 to 5 points are assigned based on total life M&R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal to or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M&R costs equal to 20% or less of its original purchase cost.
Condition	1 This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition.
Cost Per Mile Lifetime average of \$0.16 per mile	2 Points are assigned as 1, 2, 3, 4, or 5 depending on the cost per mile relative to class. A 5 would be assigned to a vehicle with costs per mile in excess of 20% for the class. 4 – 15% > than class, 3 – 10% > than class, 2 – 05% > than class, 1 – equal to class.
Point Ranges	Under 21 points      Condition I      Excellent 21 to 25 points      Condition II      Good 25 to 30 points      Condition III      Qualifies for replacement 31 points and above      Condition IV      Needs immediate consideration
Risk Factor (independent) (Not calculated in VCI)	A <b>high</b> "risk factor" is a determination that the vehicle is projected to operate at a cost higher than > the vehicle class. A <b>medium</b> "risk factor" is a determination that the vehicle is projected to operate at a cost equal to the vehicle class. A <b>low</b> "risk factor" is a determination that the vehicle is projected to operate at a cost lower than < the vehicle class.

### Vehicle Condition Index Summary

#### Department:

Factor	Vehicle #
Age	6
Miles/Hours	10
Type of Service	5
Reliability	1
M&R Costs	2.5
Condition	1
Cost Per Mile	2
<b>TOTAL</b>	<b>27.5</b>

**Risk Factor: Medium**

**This vehicle score is a 27.5 and qualifies for replacement**

**Notes: This VCI completed May 30, 2014**

# Capital Replacement Justification Form

## Current Asset Detail

d Fleet

Department Fire

Asset Description 2004 Chevy Pickup Silverado 2500

Date Acquire 2004

Purchase Price \$30,710.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$42,900		Used by Fire Marshal to conduct building inspections. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response. Replacement has been deferred since 2012 budget year.
2014	2015	\$42,200	8	Used by Fire Marshal to conduct building inspections. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response. Replacement has been extended another year to 2015 budget.
2013	2014	\$39,700	8	Used by Fire Marshal to conduct building inspections. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response. Replacement has been extended another year to 2014 budget.
2012	2013	\$38,600	8	Used by Fire Marshal to conduct building inspections. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response. Extended by one year to 2013 budget.
2011	2012	\$36,700	8	Used by Fire Marshal to conduct building inspections. Can tow fire boats and trailers. Also serves as a personnel/equipment transport vehicle for fire/rescue emergency response.



## Vehicle Condition Index Vehicle 046 Chev Pickup Public Safety-Fire

Factor	Points
Age	11 One point for each year of chronological age, base on in-service date.
Miles/Hours 73,000	7 One point for each 10,000 miles of use.
Type of Service	1 1, 3, 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
Reliability	2 Points are assigned as 1, 2, 3, 4, or 5 depending on the frequency or repair/downtime. A 5 would be assigned to a vehicle that has 4% to 5% downtime or more, 4 for 3% to 4% downtime, 3 for 2% to 3% downtime, 2 for 1% to 2% downtime and one point would be assigned for vehicles with less than 1% downtime.
M&R Costs Maintenance and Repair \$9,044 Price of car \$30,709 29% of original cost of vehicle	1.5 1 to 5 points are assigned based on total life M&R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal to or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M&R costs equal to 20% or less of its original purchase cost.
Condition	3 This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition.
Cost Per Mile Lifetime average of \$0.12 per mile	2 Points are assigned as 1, 2, 3, 4, or 5 depending on the cost per mile relative to class. A 5 would be assigned to a vehicle with costs per mile in excess of 20% for the class. 4 – 15% > than class, 3 – 10% > than class, 2 – 05% > than class, 1 – equal to class.
Point Ranges	Under 21 points      Condition I      Excellent 21 to 25 points      Condition II      Good 25 to 30 points      Condition III      Qualifies for replacement 31 points and above      Condition IV      Needs immediate consideration
Risk Factor (independent) (Not calculated in VCI)	A high "risk factor" is a determination that the vehicle is projected to operate at a cost higher than > the vehicle class. A medium "risk factor" is a determination that the vehicle is projected to operate at a cost equal to the vehicle class. A low "risk factor" is a determination that the vehicle is projected to operate at a cost lower than < the vehicle class.

### Vehicle Condition Index Summary

**Department:**

Factor	Vehicle #
Age	11
Miles/Hours	7
Type of Service	1
Reliability	2
M&R Costs	1
Condition	3
Cost Per Mile	2
<b>TOTAL</b>	<b>27</b>

**Risk Factor: Medium**

**This vehicle score is a 27 and qualifies for replacement**

**Notes: This VCI completed May 29, 2014**

# Capital Replacement Justification Form

## Current Asset Detail

nd	Fleet	Department	Public Works (shared)
Asset Description	2005 John Deere Tractor/loader/backhoe		
Date Acquired	2005	Purchase Price	\$68,254.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$95,900	10	310 John Deere backhoe with 1 cubic yard 3-in-one bucket in front. Used for excavating, backfilling, grading.
2014	2015	\$95,900	10	310 John Deere backhoe with 1 cubic yard 3-in-one bucket in front. Used for excavating, backfilling, grading.
2013	2015	\$102,500	10	310 John Deere backhoe with 1 cubic yard 3-in-one bucket in front. Used for excavating, backfilling, grading.
2012	2015	\$102,500	10	This fund has \$13,600 added to it every year. There is a \$67,700 balance in it for 2011. Used equipment is at a premium, the City can trade into a new loader for \$39,014. Tier 3 engines available for 2011. Tier 4 will increase price \$8000.
2011	2015	\$105,500	10	310 John Deere backhoe with 1 cubic yard 3-in-one bucket in front. Used for excavating, backfilling, grading.



# Capital Replacement Justification Form

## Current Asset Detail

Unit	Fleet	Department	Public Works (shared)
Asset Description	milling attachment		
Date Acquired	2003	Purchase Price	\$10,233.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$21,100	12	Attachment for Bobcat, used for grinding out asphalt and concrete patches. Extended the life out to 12 years.
2014	2015	\$21,100	12	Attachment for Bobcat, used for grinding out asphalt and concrete patches. Extended the life out to 12 years.
2013	2015	\$21,300	12	Attachment for Bobcat, used for grinding out asphalt and concrete patches. Extended the life out to 12 years.
2012	2013	\$21,300	10	Attachment for Bobcat, used for grinding out asphalt and concrete patches.
2011	2013	\$21,900	10	



# Capital Replacement Justification Form

## Current Asset Detail

and Fleet Department Public Works (shared)

Asset Description 773T Bobcat (Annual upgrade)

Date Acquired 2012 Purchase Price \$1,603.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$1,700	1	City-owned machine. This is a one-year upgrade, with no servicing or maintenance required. Complete warranty. (2014 one time increase for tier 4 motor.)
2014	2014	\$5,700	1	City-owned machine. This is a one-year upgrade, with no servicing or maintenance required. Complete warranty. (2014 one time increase for tier 4 motor.)
2013	2013	\$1,603	1	City-owned machine. This is a one-year upgrade, with no servicing or maintenance required. Complete warranty.
2012	2012	\$1,800	1	City-owned machine. This is a one-year upgrade, with no servicing or maintenance required. Complete warranty.
2011	2011	\$1,700	1	



# Capital Replacement Justification Form

## Current Asset Detail

Unit	Fleet	Department	Sewer
Asset Description	2007 Silverado 1/2 ton 4x4 pickup		
Date Acquired	2007	Purchase Price	\$26,569.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$29,300	8	This truck is transportation for the Sewer/Street Supervisor. This cost is for an extended cab truck for more inside storage. (Once replaced the old truck replaces the pooled truck.)
2014	2015	\$29,300	8	This truck is transportation for the Sewer/Street Supervisor. This cost is for an extended cab truck for more inside storage. (Once replaced the old truck replaces the pooled truck.)
2013	2015	\$25,300	8	Truck \$23,069 Box \$12,000  This box needs replacement with the new truck. It will be 22 years old.
2012	2015	\$25,300	8	Truck \$23,069 Box \$12,000  This box needs replacement with the new truck. It will be 22 years old.
2011	2015	\$35,500	8	



## Vehicle Condition Index Vehicle 072 Chev Pickup

Factor	Points
<b>Age</b>	<b>8</b> One point for each year of chronological age, base on in-service date.
<b>Miles/Hours</b> 70,172 miles	<b>7</b> One point for each 10,000 miles of use.
<b>Type of Service</b>	<b>3</b> 1, 3, 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.
<b>Reliability</b>	<b>3</b> Points are assigned as 1, 2, 3, 4, or 5 depending on the frequency or repair/downtime. A 5 would be assigned to a vehicle that has 4% to 5% downtime or more, 4 for 3% to 4% downtime, 3 for 2% to 3% downtime, 2 for 1% to 2% downtime and one point would be assigned for vehicles with less than 1% downtime.
<b>M&amp;R Costs</b> \$6,732 Price of truck      \$16,167 42% of original cost of truck	<b>2</b> 1 to 5 points are assigned based on total life M&R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal to or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M&R costs equal to 20% or less of its original purchase cost.
<b>Condition</b> Truck is well-worn inside and out. It is used every day as transportation for Water Supervisor.	<b>3</b> This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition.
<b>Cost Per Mile</b>  Lifetime average 0.13 per mile	<b>2</b> Points are assigned as 1, 2, 3, 4, or 5 depending on the cost per mile relative to class. A 5 would be assigned to a vehicle with costs per mile in excess of 20% for the class. 4 – 15% > than class, 3 – 10% > than class, 2 – 05% > than class, 1 – equal to class.
<b>Point Ranges</b>	Under 21 points      Condition I      Excellent 21 to 25 points      Condition II      Good 25 to 30 points      Condition III      Qualifies for replacement 31 points and above      Condition IV      Needs immediate consideration
<b>Risk Factor (independent)</b> (Not calculated in VCI)	A <b>high</b> "risk factor" is a determination that the vehicle is projected to operate at a cost higher than > the vehicle class. A <b>medium</b> "risk factor" is a determination that the vehicle is projected to operate at a cost equal to the vehicle class. A <b>low</b> "risk factor" is a determination that the vehicle is projected to operate at a cost lower than < the vehicle class.

### Vehicle Condition Index Summary

**Department:**

Factor	Vehicle # 072
Age	8
Miles/Hours	7
Type of Service	3
Reliability	3
M&R Costs	2
Condition	3
Cost Per Mile	2
<b>TOTAL</b>	<b>28</b>

**Risk Factor: Medium**

**This vehicle scores a 28 and qualifies it for replacement**

**This vehicle will be moved down into Public Works truck pool for 8 more years**

**Vehicle Condition Index completed June 5, 2014**

# Capital Replacement Justification Form

## Current Asset Detail

nd	Fleet	Department	Sewer
Asset Description	Work Body for Pickup		
Date Acquired	1993	Purchase Price	\$4,000.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$13,000	24	Work body is on Sewer/Street supervisor truck. It is currently on it's third truck.
2014	2015	\$13,000	24	Work body is on Sewer/Street supervisor truck. It is currently on it's third truck.
2013	2015	\$13,800	24	Work body is on Sewer/Street supervisor truck. It is currently on it's third truck.
2012	2015	\$13,200	24	Work body is on Sewer/Street supervisor truck. It is currently on it's third truck.
2011	2015	\$10,500	24	



## Vehicle Condition Index Vehicle 097 Chevrolet Suburban

Factor	Points												
<b>Age</b> 6	One point for each year of chronological age, base on in-service date.												
<b>Miles/Hours</b> 9.5 93,700 miles	One point for each 10,000 miles of use.												
<b>Type of Service</b> 5	1, 3, 5 points are assigned based on the type of service that vehicle receives. For instance, a police patrol car would be given a 5 because it is in severe duty service. In contrast, an administrative sedan would be given a 1.												
<b>Reliability</b> 3	Points are assigned as 1, 2, 3, 4, or 5 depending on the frequency or repair/downtime. A 5 would be assigned to a vehicle that has 4% to 5% downtime or more, 4 for 3% to 4% downtime, 3 for 2% to 3% downtime, 2 for 1% to 2% downtime and one point would be assigned for vehicles with less than 1% downtime.												
<b>M&amp;R Costs</b> \$7,677 Price of truck \$31,748 24% of original cost of truck	1 to 5 points are assigned based on total life M&R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M&R costs equal to or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M&R costs equal to 20% or less of its original purchase cost.												
<b>Condition</b> 5 This truck is used 7 days a week for water service and week-end duty	This category takes into consideration body condition, rust, interior condition, accident history, anticipated repairs, etc. A scale of 1 to 5 points is used with 5 being poor condition.												
<b>Cost Per Mile</b> 1 Lifetime average 0.12 per mile	Points are assigned as 1, 2, 3, 4, or 5 depending on the cost per mile relative to class. A 5 would be assigned to a vehicle with costs per mile in excess of 20% for the class. 4 – 15% > than class, 3 – 10% > than class, 2 – 05% > than class, 1 – equal to class.												
<b>Point Ranges</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Under 21 points</td> <td style="width: 33%;">Condition I</td> <td style="width: 33%;">Excellent</td> </tr> <tr> <td>21 to 25 points</td> <td>Condition II</td> <td>Good</td> </tr> <tr> <td>25 to 30 points</td> <td>Condition III</td> <td>Qualifies for replacement</td> </tr> <tr> <td>31 points and above</td> <td>Condition IV</td> <td>Needs immediate consideration</td> </tr> </table>	Under 21 points	Condition I	Excellent	21 to 25 points	Condition II	Good	25 to 30 points	Condition III	Qualifies for replacement	31 points and above	Condition IV	Needs immediate consideration
Under 21 points	Condition I	Excellent											
21 to 25 points	Condition II	Good											
25 to 30 points	Condition III	Qualifies for replacement											
31 points and above	Condition IV	Needs immediate consideration											
<b>Risk Factor (independent)</b> (Not calculated in VCI)	<p>A <b>high</b> "risk factor" is a determination that the vehicle is projected to operate at a cost higher than &gt; the vehicle class.</p> <p>A <b>medium</b> "risk factor" is a determination that the vehicle is projected to operate at a cost equal to the vehicle class.</p> <p>A <b>low</b> "risk factor" is a determination that the vehicle is projected to operate at a cost lower than &lt; the vehicle class.</p>												

### Vehicle Condition Index Summary

#### Department:

Factor	Vehicle # 097
Age	6
Miles/Hours	9.5
Type of Service	5
Reliability	3
M&R Costs	1
Condition	5
Cost Per Mile	1
<b>TOTAL</b>	<b>30.5</b>

**Risk Factor: High**

**This vehicle scores a 30.5 and qualifies it for replacement**

**Vehicle Condition Index completed June 12, 2014**

# Capital Replacement Justification Form

## Current Asset Detail

and Fleet	Department	Sewer
Asset Description	2005 Sreco Sewer jetter	
Date Acquired	2005	Purchase Price
		\$121,669.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$226,600	10	High water pressure sewer cleaner. Cleans approximately 50 miles of sewer lines per year.
2014	2015	\$226,600	10	High water pressure sewer cleaner. Cleans approximately 50 miles of sewer lines per year.
2013	2015	\$207,700	10	High water pressure sewer cleaner. Cleans approximately 50 miles of sewer lines per year.
2012	2015	\$207,700	10	High water pressure sewer cleaner. Cleans approximately 50 miles of sewer lines per year.
2011	2015	\$189,900	10	



**2015 BUDGET  
NON-FLEET REPLACEMENT FUND  
604-40000**

		2012	2013	2014	2014	Projected	2015	2015	2015	2015		
		Actual	Actual	Budget	April	2014	Dept. Requested Budget	% Change 14/15	City Mgr Recommend Budget	% Change 14/15	Adopted Budget	% Change 14/15
<b>REVENUES:</b>												
<b>CHARGES FOR SERVICE</b>												
Internal Service Revenues	6610	365,100	369,500	382,100	127,372	382,100	395,300	3.45%	395,300	3.45%	395,300	3.45%
<b>TOTAL</b>		<b>365,100</b>	<b>369,500</b>	<b>382,100</b>	<b>127,372</b>	<b>382,100</b>	<b>395,300</b>	<b>3.45%</b>	<b>395,300</b>	<b>3.45%</b>	<b>395,300</b>	<b>3.45%</b>
<b>MISCELLANEOUS</b>												
Interest Earnings	8801	20,326	(123,963)	34,000	8,019	34,000	38,000	11.76%	38,000	11.76%	38,000	11.76%
Transfers	9980	13,865	17,602	357,000	10,579	10,600	10,600	-97.03%	10,600	-97.03%	10,600	-97.03%
<b>TOTAL</b>		<b>34,191</b>	<b>(106,361)</b>	<b>391,000</b>	<b>18,598</b>	<b>44,600</b>	<b>48,600</b>	<b>-87.57%</b>	<b>48,600</b>	<b>-87.57%</b>	<b>48,600</b>	<b>-87.57%</b>
<b>Total Revenues</b>		<b>399,291</b>	<b>263,139</b>	<b>773,100</b>	<b>145,970</b>	<b>426,700</b>	<b>443,900</b>	<b>-42.58%</b>	<b>443,900</b>	<b>-42.58%</b>	<b>443,900</b>	<b>-42.58%</b>
<b>EXPENSES:</b>												
<b>CAPITAL OUTLAY</b>												
Urgent:		191,028	107,849		12,168							
Admin:												
City Hall Carpet				80,400		0	82,800		82,800		82,800	
Elections:												
Accuvote Ballot Tabulators				41,300		0	41,300		41,300		41,300	
Auto Mark Ballot Markers				36,700		0	36,700		36,700		36,700	
Parks:												
Irrigation - Vermont				6900		6900						
Hockey Rink - Freedom							6200		6200		6200	
Fence at Freedom							15200		15200		15200	
Hockey Rink - Sunny Square							6200		6200		6200	
Neighborhood Center Cameras						15000					6200	
Chairs at Neighborhood Centers				13300		0	13700		13700		13700	
Gazebo - Veteran's				37100		37100						
Park Signs				32000		32000						
Playground - Innsbruck				45000		45000						
Playground - Meadow Wood				42000		42000						
Playground - Totem Pole							47800		47800		47800	
Rubber Floors (h,fr,tp,ss)							23100		23100		23100	
NBCC:												
Locker Room Renovation (excluding lockers)				652,400		306,000						
Restroom Renovation				90,000		90,000						
Life Fitness Treadmill						7,500						
Life Fitness Treadmill						7,500						
Senior Room #'s 221 & 222 Improvements						21,700						
Lockers - Men's & Women's				13,100		16,200						
Locker Room Floors/Fitness center						13,100						
Bikes, elliptical, other							58,900		58,900		58,900	
Life Fitness Treadmill LF95TiDomix							7,700		7,700		7,700	
TV's in Fitness Center							18,000		18,000		18,000	
Carpeting - leased space areas				30000		0	30900		30900		30900	
Water Softener				6,100		0	6,300		6,300		6,300	
Divider Walls				76,100		0	78,400		78,400		78,400	
Indoor Track				53,900		0	55,500		55,500		55,500	
Automatic door							9,400		9,400		9,400	
Community Room Floor							37,100		37,100		37,100	
Fitness area floor							26,300		26,300		26,300	
HVAC Rooftop Units							346,400		346,400		346,400	
Security System							17,200		17,200		17,200	
Police:												
Night Vision Enforcer				5,000		5,000						
Tactical Equipment							16,000		16,000		16,000	
Lidar Radar							6,000		6,000		6,000	
Radar Units (6 units)				12,700		0	13,100		13,100		13,100	
Taser X-26				9,700		0	10,000		10,000		10,000	
Fire:												
Apparatus Bay Floor						20,600						
Self Contained Breathing Apparatus							233,400		233,400		233,400	
Nozzles (8)				5,800		5,800						
Medtronic Lifepak 1000 AED (5)				14,200		14,200						
Engineering:												
Trimble R10 GNSS Surveying System												
Golf:												
Well Pump Motor				18,500		0	19,100		19,100		19,100	
Irrigation Upgrade							113,300		113,300		113,300	
Tee signs							8,500		8,500		8,500	
Maintenance Building						31,900						
Security Cameras				6,400		6,400						
Security Cameras - Parking Lot				6,400		6,400						
Public Works												
Truck Hoist				53,600		53,600						
Hotsy Pressure Washer				6,300		6,300						

**2015 BUDGET  
NON-FLEET REPLACEMENT FUND  
604-40000**

	2012	2013	2014	2014	Projected	2015	% Change	2015	% Change	2015	% Change
	Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Budget	14/15	Adopted Budget	14/15
Gate & Operator			28,200		28,200						
Norton Saw						7,000		7,000		7,000	
Snowblower for trackless MT						14,500		14,500		14,500	
PW Garage (offices) roof						48,500		48,500		48,500	
PGRS Roof						103,900		103,900		103,900	
Streets:											
Pavement Cutter						4,500		4,500		4,500	
<b>Urgent subtotal:</b>	<u>0</u>	<u>0</u>	<u>1,423,100</u>	<u>0</u>	<u>818,400</u>	<u>1,562,900</u>		<u>1,562,900</u>		<u>1,562,900</u>	
<b>Potentially Defer:</b>											
<b>Potentially Defer subtotal:</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		<u>0</u>	
<b>Total Capital Outlay</b>	<u>191,028</u>	<u>107,849</u>	<u>1,423,100</u>	<u>12,168</u>	<u>818,400</u>	<u>1,562,900</u>		<u>1,562,900</u>		<u>1,562,900</u>	
<b>Total Expenses</b>	<u>191,028</u>	<u>107,849</u>	<u>1,423,100</u>	<u>12,168</u>	<u>818,400</u>	<u>1,562,900</u>		<u>1,562,900</u>		<u>1,562,900</u>	
<b>Net Revenues over Expenses</b>	<u>208,263</u>	<u>155,290</u>	<u>(650,000)</u>	<u>133,802</u>	<u>(391,700)</u>	<u>(1,119,000)</u>		<u>(1,119,000)</u>		<u>(1,119,000)</u>	

# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Administration/Central Services
Asset Description	City Hall Carpet		
Date Acquire	2004	Purchase Price	\$39,883.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$82,800	10	The life expectancy of the carpet at City Hall is ten years. The carpet is cleaned annually to prolong its life expectancy. Due to the constant wear and tear on the carpet, this type of carpet typically needs to be replaced within a ten year time frame.
2014	2014	\$80,400	10	The life expectancy of the carpet at City Hall is ten years. The carpet is cleaned annually to prolong its life expectancy. Due to the constant wear and tear on the carpet, this type of carpet typically needs to be replaced within a ten year time frame.
2013	2014	\$73,500	10	The life expectancy of the carpet at City Hall is ten years. The carpet is cleaned annually to prolong its life expectancy. Due to the constant wear and tear on the carpet, this type of carpet typically needs to be replaced within a ten year time frame.
2012	2014	\$75,700	10	The life expectancy of the carpet at City Hall is ten years. The carpet is cleaned annually to prolong its life expectancy. Due to the constant wear and tear on the carpet, this type of carpet typically needs to be replaced within a ten year time frame.
2011	2014	\$73,500	10	The life expectancy of the carpet at City Hall is ten years. The carpet is cleaned annually to prolong its life expectancy. Due to the constant wear and tear on the carpet, this type of carpet typically needs to be replaced within a ten year time frame.



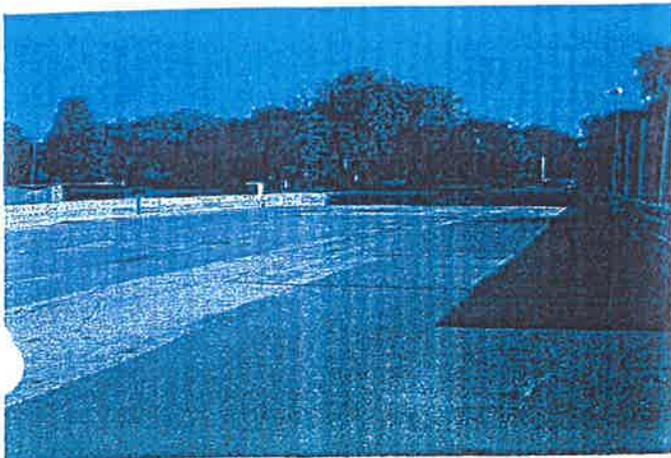
# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Parks Capital
Asset Description	Hockey Rink - Freedom		
Date Acquire	1988	Purchase Price	\$6,590.24

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$6,200	25	Lighted Hockey rink. Provide ice in winter for skaters. Not replacing this would leave New Brighton with only 1 Hockey rink location at Hansen park.(CW) Reduced due to tax savings.(cw)
2014	2015	\$6,200	25	Lighted Hockey rink. Provide ice in winter for skaters. Not replacing this would leave New Brighton with only 1 Hockey rink location at Hansen park.(CW) Reduced due to tax savings.(cw)
2013	2014	\$6,600	25	Lighted Hockey rink. Provide ice in winter for skaters. Not replacing this would leave New Brighton with only 1 Hockey rink location at Hansen park.(CW)
2012	2013	\$6,400	25	
2011	2013	\$6,400	25	



# Capital Replacement Justification Form

## Current Asset Detail

and  Non-Fleet

Department

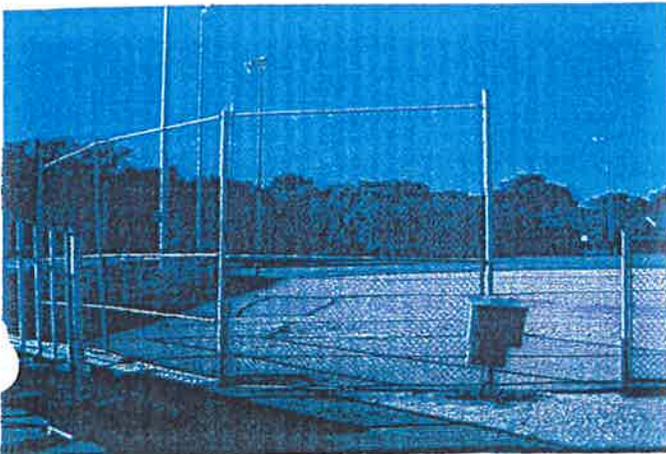
Asset Description

Date Acquire

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$15,200	25	This includes Backstop, Bench fences and outfield fence for entire field. (CW)
2014	2015	\$15,300	25	This includes Backstop, Bench fences and outfield fence for entire field. (CW)
2013	2014	\$15,300	25	This includes Backstop, Bench fences and outfield fence for entire field. (CW)
2012	2014	\$15,300	25	
2011	2014	\$15,800	25	



# Capital Replacement Justification Form

## Current Asset Detail

Fund **Non-Fleet** Department **Parks**

Asset Description **Hockey Rink-Sunny Square**

Date Acquire **1990** Purchase Price **\$4,855.00**

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$6,200	25	Wooden Hockey Rink at Sunny Square Park. Used by park users during the skating season (CW).

ID **1403537000**

AssetID

CityID **369**

# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Parks Capital
Asset Description	Chairs at Neighborhood Centers		
Date Acquire	2001	Purchase Price	

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$13,700	12	Neighborhood Center chairs are necessary to host a variety of meetings, events and playground programs. Over time chairs show wear and incur cracks and other deteriorations. Replacement is necessary to allow for continued rentals. Life expectancy and cost were calculated by past experience and market rates. (JH)
2014	2014	\$13,300	12	Neighborhood Center chairs are necessary to host a variety of meetings, events and playground programs. Over time chairs show wear and incur cracks and other deteriorations. Replacement is necessary to allow for continued rentals. Life expectancy and cost were calculated by past experience and market rates. Reduced due to tax
2013	2013	\$14,200	12	Neighborhood Center chairs are necessary to host a variety of meetings, events and playground programs. Over time chairs show wear and incur cracks and other deteriorations. Replacement is necessary to allow for continued rentals. Life expectancy and cost were calculated by past experience and market rates.
2012	2013	\$14,700	12	Neighborhood Center chairs are necessary to host a variety of meetings, events and playground programs. Over time chairs show wear and incur cracks and other deteriorations. Replacement is necessary to allow for continued rentals. Life expectancy and cost were calculated by past experience and market rates.
2011	2013	\$15,100	12	

# Capital Replacement Justification Form

## Current Asset Detail

<b>Fund</b>	Non-Fleet	<b>Department</b>	Parks Capital
<b>Asset Description</b>	Playground - Totem pole		
<b>Date Acquire</b>	2000	<b>Purchase Price</b>	\$31,039.32

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$47,800	15	Playground used by park users and daycares.(CW). After 2015 replacement or refurbish we will up amount to \$65,500. We are now trying to fund them completely but always hope to get grants to come in under budget (CW 2013)
2014	2015	\$47,800	15	Playground used by park users and daycares.(CW) . We are now trying to fund them completely but always hope to get grants to come in under budget (CW 2013)
2013	2015	\$47,800	15	Playground at Totem Pole Park. Heavily used by park users.
2012	2015	\$40,600	15	
2011	2015	\$41,800	15	

# Capital Replacement Justification Form

## Current Asset Detail

and	Non-Fleet	Department	Parks Capital
Asset Description	Rubber floors (h,fr,tp,ss)		
Date Acquire	2000	Purchase Price	

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$23,100	15	These floors were designed to handle ice skate traffic during the rink season at all 4 Neighborhood Centers. We could look at doing something different at SS & Totem if we decide not to have ice rinks at these locations. Flooring is currently badly stained and needs to be replaced. (JH)
2014	2015	\$22,400	15	These floors were designed to handle ice skate traffic during the rink season at all 4 Neighborhood Centers. We could look at doing something different at SS & Totem if we decide not to have ice rinks at these locations. Flooring is currently badly stained and needs to be replaced. (CW)
2013	2015	\$23,100	15	These floors were designed to handle ice skate traffic during the rink season at all 4 Neighborhood Centers. We could look at doing something different at SS & Totem if we decide not to have ice rinks at these locations. Flooring is currently badly stained and needs to be replaced. (CW)
2012	2015	\$23,100	15	
2011	2015	\$23,800	15	

# Capital Replacement Justification Form

## Current Asset Detail

id Non-Fleet

Department Community Center

Asset Description

Bikes, elliptical, other

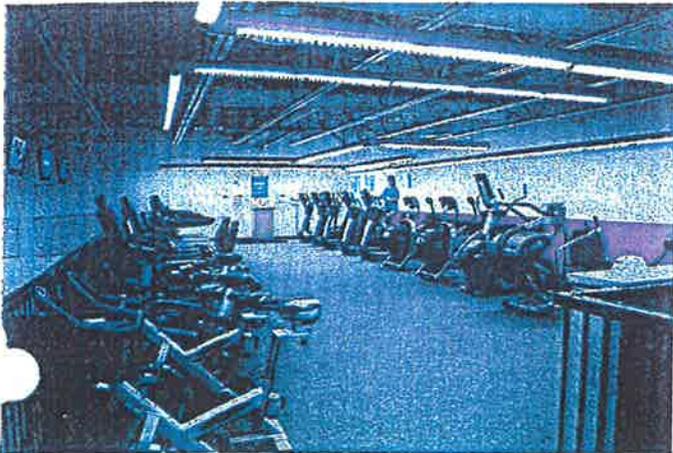
Date Acquire

2008

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$58,900	5	NBCC provides equipment for general public daily use. This equipment is being delayed to being purchased to 2015. Due to the continual maintenance on the SciFit machine, it might need to be replaced in 2014. Periodic replacement of commercial fitness equipment is vital to provide service to our users in Fitness Center membership sales,
2014	2015	\$58,900	5	NBCC provides equipment for general public daily use. This equipment is being delayed to being purchased to 2015. Due to the continual maintenance on the SciFit machine, it might need to be replaced in 2014. Periodic replacement of commercial fitness equipment is vital to provide service to our users in Fitness Center membership sales,
2013	2014	\$58,900	5	The NBCC Fitness Center provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in fitness center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be
2012	2013	\$58,900	5	The NBCC Fitness Center provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in fitness center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be
2011	2013	\$58,900	5	The FSC Fitness Center provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in fitness center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be



# Capital Replacement Justification Form

## Current Asset Detail

id Non-Fleet

Department Community Center

Asset Description

Life Fitness Treadmill LF95TiDomix (TWT118893)

Date Acquire

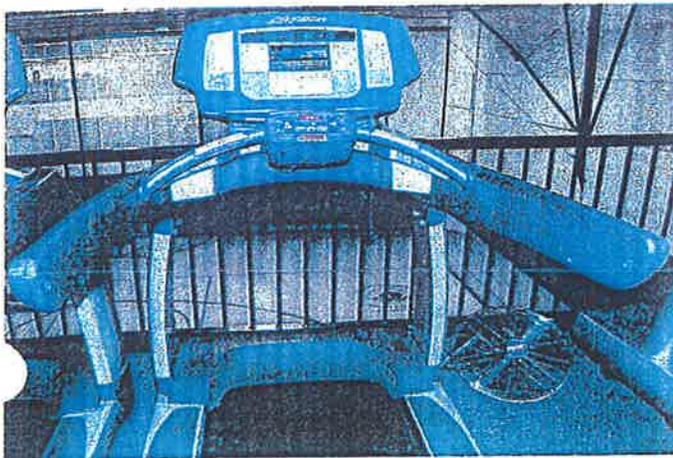
2009

Purchase Price

\$7,053.50

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$7,700	5	NBCC provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in Fitness Center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be done more frequently.
2014	2015	\$7,800	5	NBCC provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in Fitness Center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be done more frequently.
2013	2014	\$7,800	5	NBCC Fitness Center provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in fitness center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be done more
2012	2014	\$8,000	5	The FSC Fitness Center provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in fitness center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be
2011	2014	\$8,200	5	The FSC Fitness Center provides equipment for general public daily use. Periodic replacement of commercial fitness equipment is vital to provide service to our users in fitness center membership sales, competition, patron safety and reinvestment. Equipment may become unpredictable and unsafe with repairs and prevention needing to be



# Capital Replacement Justification Form

## Current Asset Detail

d Non-Fleet

Department Community Center

Asset Description

TV's in Fitness Center

Date Acquire

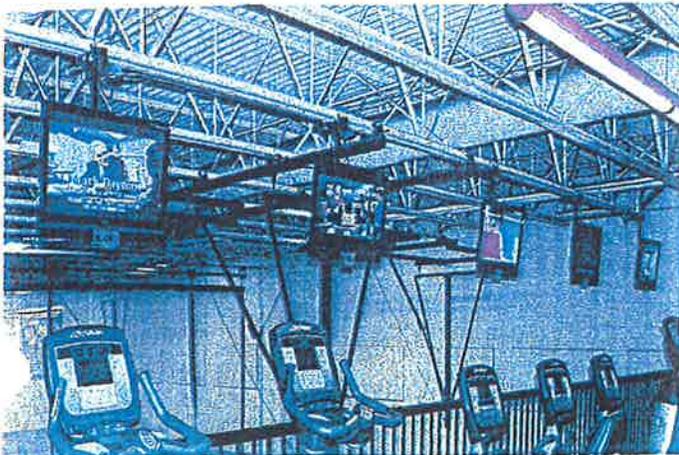
2008

Purchase Price

\$17,000.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$18,000		7 TV's were installed in the Fitness Center in 2008 for cardio users. Lifecycle is based on an estimate from the IT department. (JH)
2014	2015	\$18,100		7 TV's were installed in the Fitness Center in 2008 for cardio users. Lifecycle is based on an estimate from the IT department.
2013	2015	\$18,100		7 TV's were installed in the Fitness Center in 2008 for cardio users. Lifecycle is based on an estimate from the IT department.
2012	2015	\$18,600		7 TV's were installed in the Fitness Center in 2008 for cardio users. Lifecycle is based on an estimate from the IT department.
2011	2015	\$19,200		7 TV's were installed in the Fitness Center in 2008 for cardio users. Lifecycle is based on an estimate from the IT department.



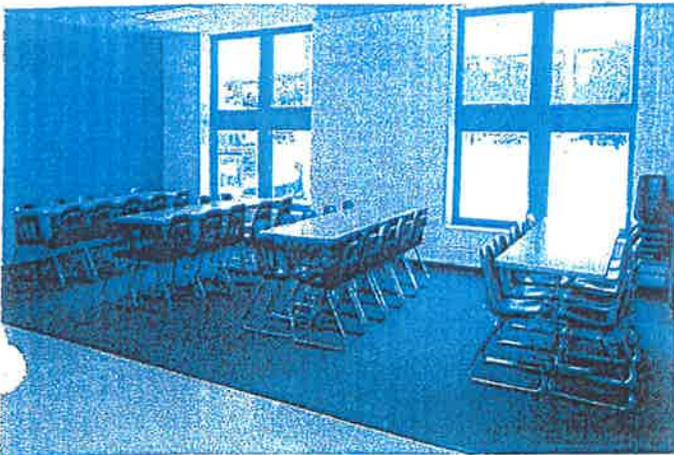
# Capital Replacement Justification Form

## Current Asset Detail

ID	Non-Fleet	Department	Community Center
Asset Description	Carpeting - leased space areas		
Date Acquire	2005	Purchase Price	\$27,000.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$30,900	7	Carpeting is an inexpensive flooring option for rooms and hallways. The leased space has been heavily used in the past and carpeting must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates. (JH)
2014	2014	\$30,000	7	Carpeting is an inexpensive flooring option for rooms and hallways. The leased space has been heavily used in the past and carpeting must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.
2013	2013	\$30,000	7	Carpeting is an inexpensive flooring option for rooms and hallways. The leased space has been heavily used in the past and carpeting must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.
2012	2012	\$30,000	7	Carpeting is an inexpensive flooring option for rooms and hallways. The leased space has been heavily used in the past and carpeting must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.
2011	2012	\$37,100	7	Carpeting is an inexpensive flooring option for rooms and hallways. The leased space has been heavily used in the past and carpeting must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.



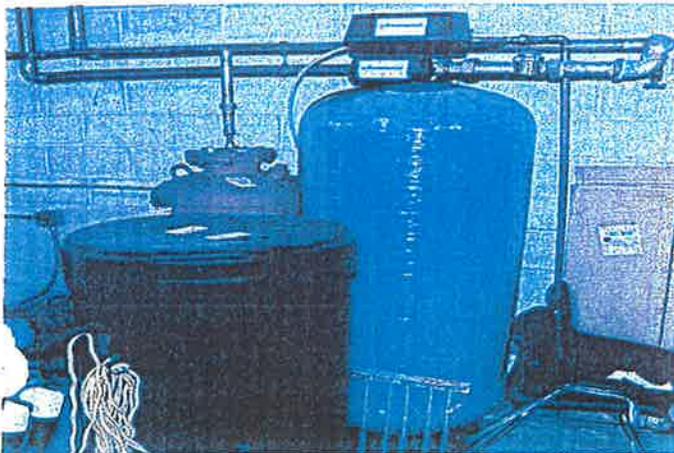
# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Community Center
Asset Description	WATER SOFTNER		
Date Acquire	1994	Purchase Price	

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$6,300	17	The water softner provides soft water for the NBCC including the showers. Soft water is necessary for customer satisfaction. Life is based on past experience, cost is based on current market rates.
2014	2014	\$6,100	17	The water softner provides soft water for the NBCC including the showers. Soft water is necessary for customer satisfaction. Life is based on past experience, cost is based on current market rates.
2013	2013	\$6,100	17	The water softner provides soft water for the NBCC including the showers. Soft water is necessary for customer satisfaction. Life is based on past experience, cost is based on current market rates.
2012	2012	\$6,100	17	The water softner provides soft water for the NBCC including the showers. Soft water is necessary for customer satisfaction. Life is based on past experience, cost is based on current market rates.
2011	2011	\$6,100	17	The water softner provides soft water for the FSC including the showers. Soft water is necessary for customer satisfaction. Life is based on past experience, cost is based on current market rates.



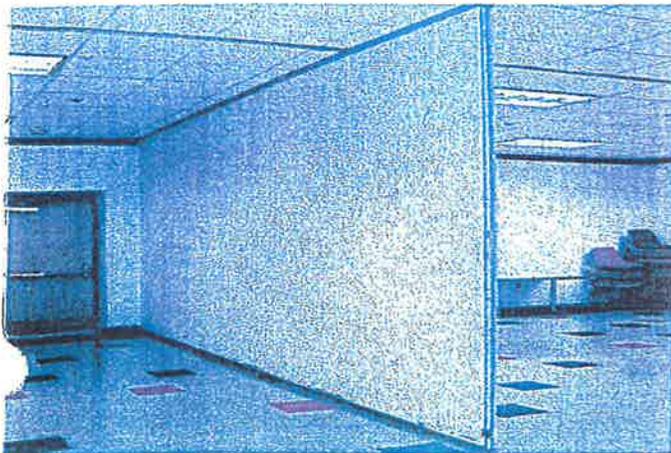
# Capital Replacement Justification Form

## Current Asset Detail

id	Non-Fleet	Department	Community Center
Asset Description	Divider Walls		
Date Acquire	2004	Purchase Price	\$61,968.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$78,400	10	Divider walls separate the Community Room into two rooms and Room 100 into four rooms resulting in additional revenue through rental options. Heavy use requires replacement of walls. Currently in fair condition with mutiple tears and stains. Current service provider believes the walls do not need to be replaced in 2014. Life is based on
2014	2014	\$76,100	10	Divider walls separate the Community Room into two rooms and Room 100 into four rooms resulting in additional revenue through rental options. Heavy use requires replacement of walls. Currently in fair condition with mutiple tears and stains. Life is based on past experience, cost is based on current market rates.
2013	2014	\$78,400	10	Divider walls separate the Community room into two rooms and Room 100 into four rooms resulting in additional revenue through rental options. Heavy use requires replacement of walls. Currently in fair condition with mutiple tears and stains. Life is based on past experience, cost is based on current market rates.
2012	2014	\$80,800	10	Divider walls separate the Community room into two rooms and Room 100 into four rooms resulting in additional revenue through rental options. Heavy use requires replacement of walls. Currently in fair condition with mutiple tears and stains. Life is based on past experience, cost is based on current market rates.
2011	2014	\$80,800	10	Divider walls separate the Community room into two rooms and Room 100 into four rooms resulting in additional revenue through rental options. Heavy use requires replacement of walls. Currently in fair condition with mutiple tears and stains. Life is based on past experience, cost is based on current market rates.



# Capital Replacement Justification Form

## Current Asset Detail

Asset ID Non-Fleet

Department Community Center

Asset Description

Indoor Track

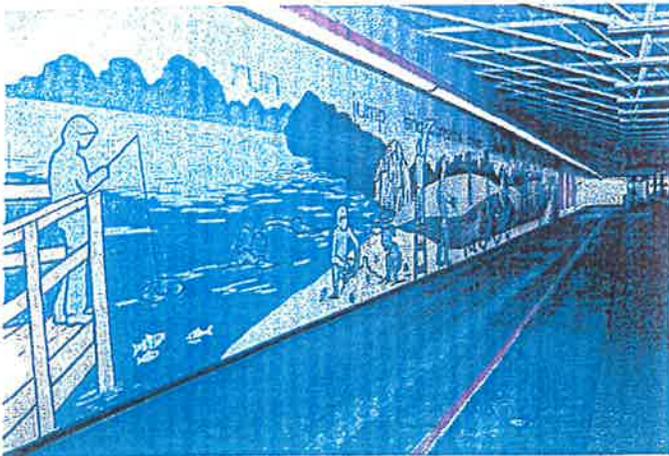
Date Acquire

1994

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$55,500	20	The indoor track is 160 yards long and is made out of a rubber material much softer than an outdoor surface. The track is a unique feature which sets us apart from many other fitness clubs and is highly used by members. Track is currently showing wear and discoloration from continuous use and cleaning. Life is based on wear, cost is based on
2014	2014	\$53,900	20	The indoor track is 160 yards long and is made out of a rubber material much softer than an outdoor surface. The track is a unique feature which sets us apart from many other fitness clubs and is highly used by members. Track is currently showing wear and discoloration from continuous use and cleaning. Life is based on wear, cost is based on
2013	2015	\$55,500	20	The indoor track is 160 yards long and is made out of a rubber material much softer than an outdoor surface. The track is a unique feature which sets us apart from many other fitness clubs and is highly used by members. Track is currently showing wear and discoloration from continuous use and cleaning. Life is based on wear, cost is based on
2012	2014	\$55,500	20	The indoor track is 160 yards long and is made out of a rubber material much softer than an outdoor surface. The track is a unique feature which sets us apart from many other fitness clubs and is highly used by members. Track is currently showing wear and discoloration from continuous use and cleaning. Life is based on wear, cost is based on
2011	2014	\$55,600	20	The indoor track is 160 yards long and is made out of a rubber material much softer than an outdoor surface. The track is a unique feature which sets us apart from many other fitness clubs and is highly used by members. Track is currently showing wear and discoloration from continuous use and cleaning. Life is based on wear, cost is based on



# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Community Center
Asset Description	Automatic Door		
Date Acquire	2005	Purchase Price	\$7,400.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$9,400	10	Automatic doors are located at the south and east entrances to the NBCC allowing help for persons with disabilities, the elderly and children to open the doors of the facility. Life is based on past experience, cost is based on current market rates. (JH)
2014	2015	\$9,400	10	Automatic doors are located at the south and east entrances to the NBCC allowing help for persons with disabilities, the elderly and children to open the doors of the facility. Life is based on past experience, cost is based on current market rates.
2013	2015	\$9,400	10	Automatic doors are located at the south and east entrances to the NBCC allowing help for persons with disabilities, the elderly and children to open the doors of the facility. Life is based on past experience, cost is based on current market rates.
2012	2015	\$9,700	10	Automatic doors are located at the south and east entrances to the NBCC allowing help for persons with disabilities, the elderly and children to open the doors of the facility. Life is based on past experience, cost is based on current market rates.
2011	2015	\$9,700	10	Automatic doors are located at the south and east entrances to the FSC allowing help for persons with disabilities, the elderly and children to open the doors of the facility. Life is based on past experience, cost is based on current market rates.



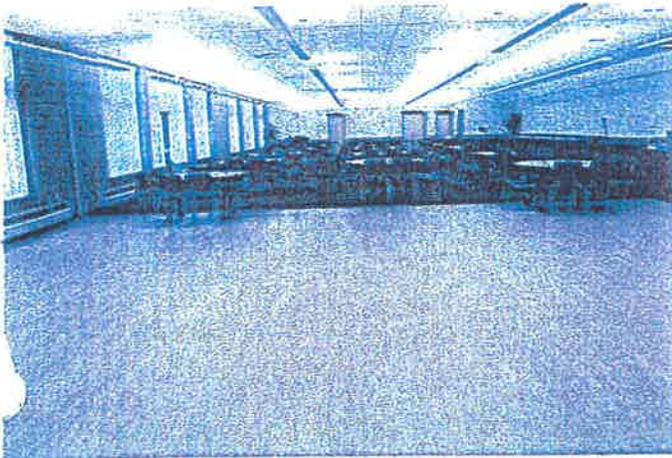
# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Community Center
Asset Description	Community Room Floor		
Date Acquire	2005	Purchase Price	\$30,888.81

## Replacement Detail

Aud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$37,100	10	The Community Room hosts wedding receptions, meetings and other large functions which causes wear. Carpeting is an inexpensive flooring option and must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates. (JH)
2014	2015	\$37,200	10	The Community Room hosts wedding receptions, meetings and other large functions which causes wear. Carpeting is an inexpensive flooring option and must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.
2013	2015	\$37,200	10	The community room hosts wedding receptions, meetings and other large functions which causes wear. Carpeting is an inexpensive flooring option and must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.
2012	2015	\$38,300	10	The community room hosts wedding receptions, meetings and other large functions which causes wear. Carpeting is an inexpensive flooring option and must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.
2011	2015	\$38,300	10	The community room hosts wedding receptions, meetings and other large functions which causes wear. Carpeting is an inexpensive flooring option and must be replaced on a regular basis. Life is based on past experience, cost is based on current market rates.



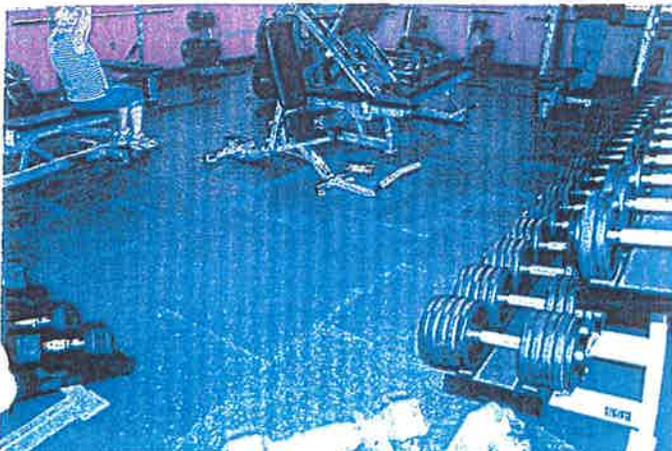
# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Community Center
Asset Description	FITNESS AREA FLOOR		
Date Acquire	2005	Purchase Price	\$20,071.66

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$26,300	10	Flooring is made out of a hard rubber material to withstand the weights and wear and tear of the free weight area users. The color is currently not able to be cleaned and restored to original asthetics, important for user reinvestment. Life and replacement costs have been calculated by past experience and current market/manufacture rates. (JH)
2014	2015	\$25,500	10	Flooring is made out of a hard rubber material to withstand the weights and wear and tear of the free weight area users. The color is currently not able to be cleaned and restored to original asthetics, important for user reinvestment. Life and replacement costs have been calculated by past experience and current market/manufacture rates.
2013	2015	\$26,300	10	Flooring is made out of a hard rubber material to withstand the weights and wear and tear of the free weight area users. The color is currently not able to be cleaned and restored to original asthetics, important for user reinvestment. Life and replacement costs have been calculated by past experience and current market/manufacture rates.
2012	2015	\$27,000	10	Flooring is made out of a hard rubber material to withstand the weights and wear and tear of the free weight area users. The color is currently not able to be cleaned and restored to original asthetics, important for user reinvestment. Life and replacement costs have been calculated by past experience and current market/manufacture rates.
2011	2015	\$27,100	10	Flooring is made out of a hard rubber material to withstand the weights and wear and tear of the free weight area users. The color is currently not able to be cleaned and restored to original asthetics, important for user reinvestment. Life and replacement costs have been calculated by past experience and current market/manufacture rates.



# Capital Replacement Justification Form

## Current Asset Detail

Asset ID **Non-Fleet**

Department **Community Center**

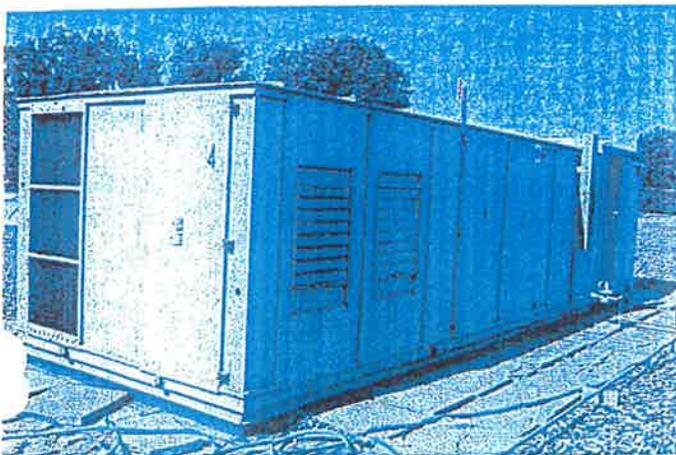
Asset Description **HVAC Rooftop Units**

Date Acquire **1994**

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$346,400		HVAC (heating, ventilation & air conditioning) units move warm & cool air throughout NBCC ensuring adequate climate for customers and staff. Repairs have increased annually throughout the life of the units. Life is based on experience of other municipalities, cost is based on current market rates. (JH)
2014	2015	\$346,400	20	HVAC (heating, ventilation & air conditioning) units move warm & cool air throughout NBCC ensuring adequate climate for customers and staff. Repairs have increased annually throughout the life of the units. Life is based on experience of other municipalities, cost is based on current market rates.
2013	2015	\$346,400	20	HVAC (heating, ventilation & air conditioning) units move warm & cool air throughout the NBCC ensuring adequate climate for customers and staff. Repairs have increased annually throughout the life of the units. Life is based on experience of other municipalities, cost is based on current market rates.
2012	2014	\$346,400	20	HVAC (heating, ventilation & air conditioning) units move warm & cool air throughout the NBCC ensuring adequate climate for customers and staff. Repairs have increased annually throughout the life of the units. Life is based on experience of other municipalities, cost is based on current market rates.
2011	2014	\$346,400	20	HVAC (heating, ventilation & air conditioning) units move warm & cool air throughout the FSC ensuring adequate climate for customers and staff. Repairs have increased annually throughout the life of the units. Life is based on experience of other municipalities, cost is based on current market rates.



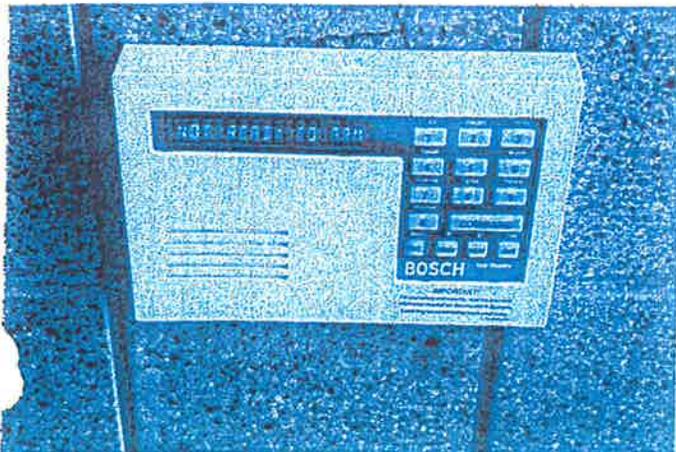
# Capital Replacement Justification Form

## Current Asset Detail

nd	Non-Fleet	Department	Community Center
Asset Description	SECURITY SYSTEM		
Date Acquire	1994	Purchase Price	

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$17,200	20	The security system ensures the safety of NBCC during non-operating hours protecting the community investment. The system has a life expectancy of 20 years before replacement. Life is based upon recommendation of security system company, cost is based on current market rates. (JH)
2014	2015	\$17,300	20	The security system ensures the safety of NBCC during non-operating hours protecting the community investment. The system has a life expectancy of 20 years before replacement. Life is based upon recommendation of security system company, cost is based on current market rates.
2013	2015	\$17,200	20	The security system ensures the safety of the NBCC during non-operating hours protecting the community investment. The system has a life expectancy of 20 years before replacement. Life is based upon recommendation of security system company, cost is based on current market rates.
2012	2014	\$17,200	20	The security system ensures the safety of the NBCC during non-operating hours protecting the community investment. The system has a life expectancy of 20 years before replacement. Life is based upon recommendation of security system company, cost is based on current market rates.
2011	2014	\$17,300	20	The security system ensures the safety of the FSC during non-operating hours protecting the community investment. The system has a life expectancy of 20 years before replacement. Life is based upon recommendation of security system company, cost is based on current market rates.



# Capital Replacement Justification Form

## Current Asset Detail

Asset ID Non-Fleet

Department Police

Asset Description

Tactical Equipment

Date Acquire

2003

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$16,000	5	Ballistic plates and carriers to outfit patrol officers with enhanced protection. Bullet protection warranted for 5 years.
2014	2015	\$16,000	5	Ballistic plates and carriers to outfit patrol officers with enhanced protection. Bullet protection warranted for 5 years.
2013	2015	\$16,000	5	Ballistic plates and carriers to outfit patrol officers with enhanced protection. Bullet protection warranted for 5 years.
2012	2013	\$21,300	5	Ballistic clothing to outfit members of SWAT team . Bullet protection warranted for 5 years.
2011	2013	\$21,300	5	Ballistic clothing to outfit members of SWAT team . Bullet protection warranted for 5 years.



# Capital Replacement Justification Form

## Current Asset Detail

d Non-Fleet

Department Police

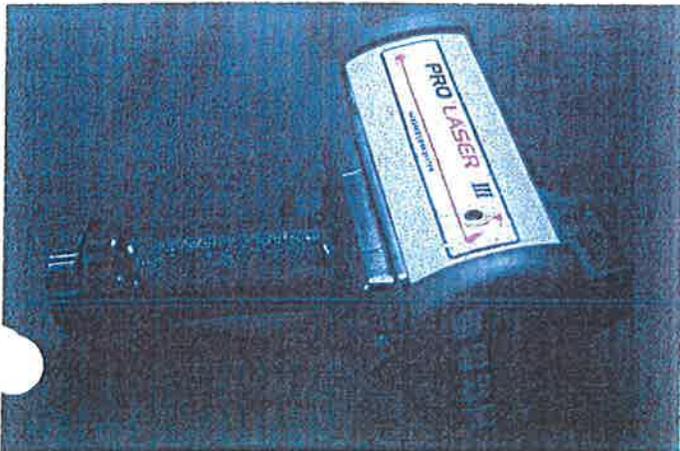
Asset Description Lidar Radar

Date Acquire 2009

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$6,000	6	Used for traffic speed enforcement.
2014	2015	\$6,000	6	Used for traffic speed enforcement.
2013	2015	\$6,400	6	Used for traffic speed enforcement.
2012	2015	\$5,800	6	Used for traffic speed enforcement.
2011	2015	\$5,800	6	Used for traffic speed enforcement.



# Capital Replacement Justification Form

## Current Asset Detail

Asset ID Non-Fleet

Department Police

Asset Description

Radar Units (6 units)

Date Acquire

2001

Purchase Price

\$10,933.83

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$13,100	10	Used for traffic speed enforcement. Based on maintenance/reliability have extended lifecycle and postponed replacement since 2010.
2014	2014	\$12,700	10	Used for traffic speed enforcement. Based on maintenance/reliability have extended lifecycle and postponed replacement since 2010.
2013	2013	\$13,500	10	Used for traffic speed enforcement. Based on maintenance/reliability have extended lifecycle and postponed replacement since 2010.
2012	2012	\$13,000	8	Used for traffic speed enforcement. Request remaining from 2010.
2011	2012	\$13,000	8	Used for traffic speed enforcement. Request remaining from 2010.



# Capital Replacement Justification Form

## Current Asset Detail

d Non-Fleet

Department Police

Asset Description Taser X-26

Date Acquire 2008

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$10,000	6	Quantity 10. Less-than-lethal use of force device limits peace officer and subject injury by avoiding direct physical contact during confrontations. Continued replacement request due to manufacturer discontinuation of existing model used by department.
2014	2014	\$9,700	6	Quantity 10. Less-than-lethal use of force device limits peace officer and subject injury by avoiding direct physical contact during confrontations.
2013	2014	\$10,300	6	Quantity 10. Less-than-lethal use of force device limits peace officer and subject injury by avoiding direct physical contact during confrontations.
2012	2014	\$29,500	6	Less-than-lethal use of force device limits peace officer and subject injury by avoiding direct physical contact during confrontations.
2011	2014	\$29,600	6	Less-than-lethal use of force device limits peace officer and subject injury by avoiding direct physical contact during confrontations.



# Capital Replacement Justification Form

## Current Asset Detail

d  Non-Fleet

Department  Fire

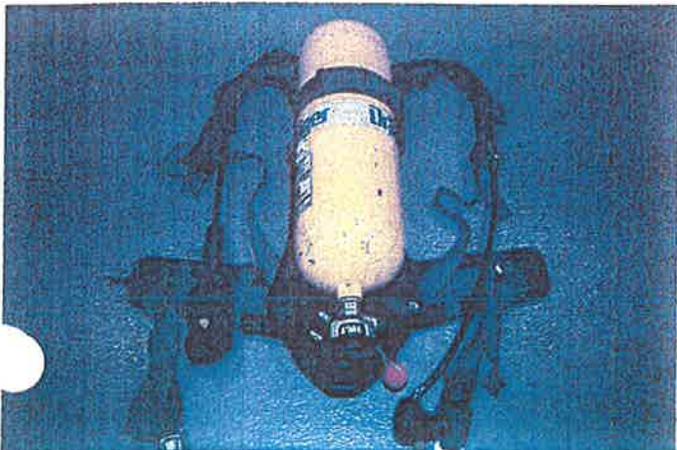
Asset Description  Self Contained Breathing Appratus

Date Acquire  2001

Purchase Price  \$74,035.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$233,400	14	Provides breathing air in contaminated atmospheres and heated environments. Governed by NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services and NFPA 1982 Standard on Personal Alert Safety Systems (PASS). Request advanced one year due to condition/wear and increasing
2014	2016	\$240,400	15	Provides breathing air in contaminated atmospheres and heated environments. Governed by NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services and NFPA 1982 Standard on Personal Alert Safety Systems (PASS).
2013	2016	\$220,000	15	Provides breathing air in contaminated atmospheres and heated environments. Governed by NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services and NFPA 1982 Standard on Personal Alert Safety Systems (PASS).
2012	2016	\$191,400	15	Provides breathing air in contaminated atmospheres and heated environments. Governed by NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services and NFPA 1982 Standard on Personal Alert Safety Systems (PASS).
2011	2015	\$191,300	15	Provides breathing air in contaminated atmospheres and heated environments. Governed by NFPA 1981 Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services and NFPA 1982 Standard on Personal Alert Safety Systems (PASS).



# Capital Replacement Justification Form

## Current Asset Detail

Asset ID	Non-Fleet	Department	Golf
Asset Description	Well PUMP MOTOR/MAINTENANCE		
Date Acquire	2004	Purchase Price	\$9,533.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$19,100	5	Well company pulls and inspects well for any damage or wear problems. Helps to avoid pump failure. Life based on Well companys recommendation. Many factors weigh in on the life of pump, ie. Drought years, corrosiveness of water, electrical problems. 6/20/2011 Spoke with Mccarthy well, as long as pump is running fine
2014	2014	\$18,500	5	Well company pulls and inspects well for any damage or wear problems. Helps to avoid pump failure. Life based on Well companys recommendation. Many factors weigh in on the life of pump, ie. Drought years, corrosiveness of water, electrical problems. 6/20/2011 Spoke with Mccarthy well, as long as pump is running fine
2013	2013	\$18,000	5	Well company pulls and inspects well for any damage or wear problems. Helps to avoid pump failure. Life based on Well companys recommendation. Many factors weigh in on the life of pump, ie. Drought years, corrosiveness of water, electrical problems. 6/20/2011 Spoke with Mccarthy well, as long as pump is running fine
2012	2013	\$15,500	5	Well company pulls and inspects well for any damage or wear problems. Helps to avoid pump failure. Life based on Well companys recommendation. Many factors weigh in on the life of pump, ie. Drought years, corrosiveness of water, electrical problems. 6/20/2011 Spoke with Mccarthy well, as long as pump is running fine
2011	2012	\$15,500	5	Well company pulls and inspects well for any damage or wear problems. Helps to avoid pump failure. Life based on Well companys recommendation. Many factors weigh in on the life of pump, ie. Drought years, corrosiveness of water, electrical problems.



# Capital Replacement Justification Form

## Current Asset Detail

<b>Fund</b>	Non-Fleet	<b>Department</b>	Golf
<b>Asset Description</b>	Irrigation upgrade		
<b>Date Acquire</b>	1991	<b>Purchase Price</b>	\$10,892.00

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$113,300	20	Irrigation system at golf course provides a quality turf for patrons. Current system has a lot of repairs that are done yearly. New system would provide better coverage and better turf for users. Life is based on current condition of system. - Asset #123 (VSD & Elect.) is included in this item.
2014	2015	\$110,000	20	Irrigation system at golf course provides a quality turf for patrons. Current system has a lot of repairs that are done yearly. New system would provide better coverage and better turf for users. Life is based on current condition of system. - Asset #123 (VSD & Elect.) is included in this item.
2013	2014	\$113,300	20	Irrigation system at golf course provides a quality turf for patrons. Current system has a lot of repairs that are done yearly. New system would provide better coverage and better turf for users. Life is based on current condition of system. - Asset #123 (VSD & Elect.) is included in this item.
2012	2013	\$106,100	20	Irrigation system at golf course provides a quality turf for patrons. Current system has a lot of repairs that are done yearly. New system would provide better coverage and better turf for users. Life is based on current condition of system. - Asset #123 (VSD & Elect.) is included in this item.
2011	2012	\$106,100	20	Irrigation system at golf course provides a quality turf for patrons. Current system has a lot of repairs that are done yearly. New system would provide better coverage and better turf for users. Life is based on current condition of system. - Asset #123 (VSD & Elect.) is included in this item.

# Capital Replacement Justification Form

## Current Asset Detail

d	Non-Fleet	Department	Golf
Asset Description	Tee signs		
Date Acquire	2003	Purchase Price	\$5,976.73

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$8,500	10	Signage on the golf course is necessary to direct patrons to locations of the next tee box and to inform them of how long each hole is. Adequate and accurate signage reduces staff time needed to direct customers leading to better productivity and customer flow. Life expectancy and cost were calculated by past experience and a very recent purchase.
2014	2015	\$8,300	10	Signage on the golf course is necessary to direct patrons to locations of the next tee box and to inform them of how long each hole is. Adequate and accurate signage reduces staff time needed to direct customers leading to better productivity and customer flow. Life expectancy and cost were calculated by past experience and a very recent purchase.
2013	2015	\$8,500	10	Signage on the golf course is necessary to direct patrons to locations of the next tee box and to inform them of how long each hole is. Adequate and accurate signage reduces staff time needed to direct customers leading to better productivity and customer flow. Life expectancy and cost were calculated by past experience and a very recent purchase.
2012	2015	\$8,500	10	Signage on the golf course is necessary to direct patrons to locations of the next tee box and to inform them of how long each hole is. Adequate and accurate signage reduces staff time needed to direct customers leading to better productivity and customer flow. Life expectancy and cost were calculated by past experience and a very recent purchase.
2011	2015	\$8,700	10	Signage on the golf course is necessary to direct patrons to locations of the next tee box and to inform them of how long each hole is. Adequate and accurate signage reduces staff time needed to direct customers leading to better productivity and customer flow. Life expectancy and cost were calculated by past experience and a very recent purchase.



# Capital Replacement Justification Form

## Current Asset Detail

nd	Non-Fleet	Department	Public Works (shared)
Asset Description	replace norton saw		
Date Acquired	2000	Purchase Price	

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$7,000	7	Saw is used for street cuts in asphalt and concrete. Used for all watermain break repairs, curbing and sidewalk repairs.
2014	2015	\$5,900	7	Saw is used for street cuts in asphalt and concrete. Used for all watermain break repairs, curbing and sidewalk repairs.
2013	2015	\$6,100	7	Saw is used for street cuts in asphalt and concrete. Used for all watermain break repairs, curbing and sidewalk repairs.
2012	2015	\$6,300	7	
2011	2015	\$5,800	7	



# Capital Replacement Justification Form

## Current Asset Detail

nd  Non-Fleet

Department  Public Works (shared)

Asset Description

Snowblower "for trackless MT"

Date Acquired  2008

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$14,500		7 This is an extra snowblower that is ready for use immediately if our other 2 blowers break down. Sidewalks have become a priority since the children have to walk a greater distance to school.
2014	2015	\$14,500		7 This is an extra snowblower that is ready for use immediately if our other 2 blowers break down. Sidewalks have become a priority since the children have to walk a greater distance to school.
2013	2015	\$8,500	7	
2012	2015	\$8,700	7	
2011	2015	\$9,000	7	



# Capital Replacement Justification Form

## Current Asset Detail

Asset Type Non-Fleet

Department Public Works (shared)

Asset Description PW Garage (offices) Roof

Date Acquired 2001

Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$48,500	20	City Council has voted to use "built up" roofs for replacement
2014	2015	\$48,500	20	
2013	2015	\$34,300	20	
2012	2015	\$35,300	20	
2011	2015	\$35,300	20	



# Capital Replacement Justification Form

## Current Asset Detail

and Non-Fleet

Department Public Works (shared)

Asset Description PGRS Roof

Date Acquired 1994

Purchase Price \_\_\_\_\_

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$103,900	20	Council has voted to use 'built up' roofs 8960 sf x \$10
2014	2015	\$103,900	20	Council has voted to use 'built up' roofs 8960 sf x \$10
2013	2014	\$92,300	20	Council has voted to use 'built up' roofs 8960 sf x \$10
2012	2014	\$73,500	20	
2011	2014	\$73,500	20	



# Capital Replacement Justification Form

## Current Asset Detail

Fleet  Non-Fleet
 Department

Asset Description

Date Acquired 
Purchase Price

## Replacement Detail

Bud Year	Rep. Year	Proj. Rep. Cost	Life	Justification/Purpose/Impacts/Consequences
2015	2015	\$4,500	10	Used for routing cracks before crackfilling
2014	2015	\$9,200	10	Used for routing cracks before crackfilling
2013	2015	\$9,600	10	Used for routing cracks before crackfilling
2012	2015	\$9,800	10	
2011	2015	\$9,800	10	



**2015 BUDGET  
PAVEMENT MANAGEMENT FUND  
606-40000**

	2012	2013	2014	2013	Projected	2015	% Change	2015	% Change	2015	% Change
	Actual	Actual	Budget	April	2014	Dept. Requested Budget	14/15	City Mgr Budget	14/15	Adopted Budget	14/15
<b>REVENUES:</b>											
<b>CHARGES FOR SERVICE</b>											
Taxable Services 6601	449	0	0			0		0		0	
Internal Service Revenues 6610	96,000	100,200	104,400		104,400	108,600		108,600		108,600	
<b>TOTAL</b>	<b>96,449</b>	<b>100,200</b>	<b>104,400</b>	<b>0</b>	<b>104,400</b>	<b>108,600</b>		<b>108,600</b>		<b>108,600</b>	
<b>MISCELLANEOUS</b>											
Refunds & Reimbursements 7805	43,405		0		0	0		0		0	
Interest Earnings 8801	4,411	(21,106)	4,500								
Transfer Fm Fd 421 Cap. Proj. 9980	191,545	0	0		0	0		0		0	
Transfer Fm Fd 400 Cap. Proj. 9980	4,249	0	0		0	0		0		0	
Transfer Fm Fd 422 Cap. Proj. 9980	150,000	100,000	50,000		50,000	50,000		50,000		50,000	
<b>TOTAL</b>	<b>393,610</b>	<b>78,894</b>	<b>54,500</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>		<b>50,000</b>		<b>50,000</b>	
<b>Total Revenues</b>	<b>490,059</b>	<b>179,094</b>	<b>158,900</b>	<b>0</b>	<b>154,400</b>	<b>158,600</b>		<b>158,600</b>		<b>158,600</b>	
<b>EXPENSES:</b>											
<b>OTHER</b>											
Capital Outlay Replacements: 6200	420,891	16,093		0							
Parks:											
'New Trail - Totem Pole Park						44,600		44,600		44,600	
'New Trail - Veteran's Park						1,100		1,100		1,100	
Trail - Innsbruck						36,800		36,800		36,800	
Totem Pole- Hard Court			15,200		15,200						
Totem Pole - Trail			2,700		2,700						
<b>Total Capital Outlay</b>	<b>420,891</b>	<b>16,093</b>	<b>17,900</b>	<b>0</b>	<b>17,900</b>	<b>82,500</b>		<b>82,500</b>		<b>82,500</b>	
<b>Total Expenses</b>	<b>420,891</b>	<b>16,093</b>	<b>17,900</b>	<b>0</b>	<b>17,900</b>	<b>82,500</b>		<b>82,500</b>		<b>82,500</b>	
<b>Net Revenues over Expenses</b>	<b>69,168</b>	<b>163,001</b>	<b>141,000</b>	<b>0</b>	<b>136,500</b>	<b>76,100</b>		<b>76,100</b>		<b>76,100</b>	

