KASSON CITY COUNCIL REGULAR MEETING AGENDA
Wednesday, March 11, 2020
6:00 PM

PLEDGE OF ALLIEGANCE

6:00 A. COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.
2. Consent Agenda - All matters listed under Item 2, Consent Agenda, are considered to be routine and non-controversial by the City Council and will be enacted with one motion. There will not be separate discussion of these items unless a Council Member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.

a. Minutes from February 26, 2020

b. Claims processed after the February 26, 2020 regular meeting, as audited for payment

c. Acknowledge Committee Minutes
   i. Park Board – Draft February 18, 2020 Minutes

d. Conferences:
   i. Gerald Runnells K9 Certification Sawyer Cty, WI Mar 20-21 $70 + exp

B. VISITORS TO THE COUNCIL

C. MAYOR'S REPORT

1. Appointment of Matt Nelson to EDA

D. PUBLIC FORUM

· May not be used to continue discussion on an agenda item that already had been held as a public hearing.
· This section is limited to 15 minutes and each speaker is limited to 4 minutes.
· Speakers not heard will be first to present at the next Council meeting.
· Speakers will only be recognized once.
· Matters under negotiation, litigation or related to personnel will not be discussed.
· Questions posed by a speaker will generally be responded to in writing.
· Speakers will be required to state their name and their address for the record.

E. PUBLIC HEARING

1. Liquor ordinance Amendment
   i. Motion to Approve Ordinance Change
   ii. Motion for Summary Publication

F. COMMITTEE REPORT

1. EDA – Policy & Procedure Approval
2. Planning Commission – Wilker Conditional Use Permit

G. OLD BUSINESS

1. Resolution Supporting Infrastructure Accountability
2. Park Board - Change in Parkland Fee
3. Ordinance Amending Chapter 53
   i. Motion to Approve Ordinance Changes
   ii. Motion for Summary Publication

H. NEW BUSINESS

I. ADMINISTRATORS REPORT

J. ENGINEER'S REPORT

1. TH 57 Reconstruction– UPDATE
   - i. Open House – Thursday, March 19th at 6:00PM at Kasson Library
2. Little Subdivision Restoration
   - i. Resolution Awarding Project
3. I/I Reduction Plan – CCTV of Sanitary Sewer
   - i. BID Tabulation
   - ii. Resolution Awarding Project
4. I/I Reduction Plan - Sump Pump and Lateral Inspections - UPDATE
   - i. Website is live - Kassonsump.com
   - ii. Public meeting – Wednesday, March 18th at 6:00PM at KM High School, Forum Room.
5. I/I Reduction Plan – Bypass Pumping Plan - UPDATE
   - i. Staff meeting on March 12th

K. PERSONNEL

L. ATTORNEY

1. Closed session (recorded) to consider an offer regarding the purchase of the Shopko property.
2. Closed session (recorded) for Labor negotiations.
3. Closed session (not recorded) for update in Wilker litigation.

M. CORRESPONDENCE

1. PD February Statistics
2. Department Head Meeting Notes
3. Cash and Investment Summary YE 2019
4. Income Statement YE 2019
5. Income Statement Jan 2020

N. ADJOURN

Please go to www.cityofkasson.com for full video

KASSON CITY COUNCIL REGULAR MEETING MINUTES
February 26, 2020

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 26th day of February, 2020 at 6:00 P.M.

THE FOLLOWING MEMBERS WERE PRESENT: Burton, Eggler, Ferris, McKern and Zelinske

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Tim Ibisch, City Clerk Rappe, City Attorney Melanie Leth, City Engineer Theobald, Public Works Director Bradford, Finance Director Zaworski, Alex Nuehring, Mike Bubany, Tim Tucker, Tyler Baumbach, Laura Chamberlain and Bryan Kaemingk

PLEDGE OF ALLIEGANCE
COUNCIL
APPROVE AGENDA
Remove a.2.h
Move J.3 I and I reduction plan to be discussed during the Public Hearing

Motion to Approve the Amended Agenda made by Councilperson Eggler, second by Councilperson Burton with All Voting Aye.

CONSENT AGENDA
Minutes from February 12, 2020

Claims processed after the February 12, 2020 regular meeting, as audited for payment in the amount of $398,241.41

Resolution Appointing Election Judges for the PNP

Resolution #2.5-20
Resolution Appointing Election Judges for the PNP
(on file)

Acknowledge Committee Minutes
Library Board Minutes 2-11-20

Refuse Haulers Licenses:
Advanced Disposal
Skjeveland Enterprises
Sunshine Sanitation
Waste Management of Rochester
Hometown Haulers

Conferences:

Paul Lindgren	MN Crime Prevention Assoc	Stillwater	May 11-15	$425 + hotel
Jesse Kasel	4 Pillars of Policing	Rochester	April 6-7	$350
Josh Hanson	Advanced ICS-400	Red Wing	March 24-25	$0
Josh Hanson	TZD SE MN Workshop	Rochester	May 6	$0
Jason Peck	4 Pillars of Policing	Rochester	April 6-7	$350

Intoxicating Liquor Licenses & Sunday Liquor

American Legion Post #333
Daniel's
Events by Saker- ***conditional Approval***
Pete's Repeat

3.2% Malt Liquor off Sale

Kwik Trip #619
Casey's Retail Company

Motion to Approve the Consent Agenda made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.

VISITORS TO THE COUNCIL

Tim Tucker – North Risk Partners Insurance Review – Mr. Tucker represents the League of MN Ins Trust. The City received a dividend of $4880 in 2019. There is a single digit rate increase for 2020 of 9%. The biggest claims are in liability and in worker's comp. He suggested going to the league's safety and loss control workshop. The land use credit is going away. Mayor McKern asked about the no fault sewer backups and he feels that the League should lobby to remove the clause stating that if so much rain falls in a short amount of time then they don't pay because that is why we have the no fault insurance.

MAYOR'S REPORT

Mayor McKern made a motion to Appoint Laurie Schultz and Jon Wright to the Library Board, second by Councilperson Ferris with All Voting Aye.

Mayor McKern thanked the Council and Staff for coming to the planning session on the 15th.

PUBLIC FORUM

PUBLIC HEARING

Public Hearing for Ordinance Changes for Chapter 53 -

Public Hearing opened – no comments
Public hearing closed.
Engineer Theobald referred to the presentation that he will give at the public meeting on March 18 in the Kasson-Mantorville High School Public Forum room regarding the inspections of the sump pumps in private homes. There is a website for the public for scheduling and information. A resolution with the Ordinance changes will be at the next meeting.

COMMITTEE REPORT

Councilperson Eggler Report on Park Board and Stone Wall – Councilperson Eggler had points to report on; 1. The Boulevard Tree Program order deadline is March 27, they are planning on 75 trees

again this year. 2. The wall at North Veterans Memorial Park, they have contacted a couple more contractors and they will come in April to give quotes. 3. The pool will have picture passes for all passes. The schedule for pictures will be coming out soon. 4. The Park Board approved raising the park land fee to $300 a lot to be able to maintain and put in parks and trails.

Bigelow-Voigt 8th Preliminary Plat and CUP for a PUD – Laura Chamberlain, Hoisington-Koegler, presented the background information. The Planning Commission held the public hearing on January 14. The Planning Commission recommended approval with conditions. Bigelow-Voigt is requesting a 55% hardcover. Bigelow-Voigt did change the plan to end both 12th and 13th Streets will be cul de sacs instead of stub streets which added an extra set of townhomes. There has been a reconfiguration of the single family lots also and there is one less sf lot. Bigelow-Voigt has worked with Staff to work out the conditions.

Motion to Approve the Resolution Approving a Conditional Use Permit for a Planned Unit Development made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.

Resolution #2.6-20
Resolution Approving a Conditional Use Permit
(on file)

Motion to Approve the Resolution Approving a Preliminary Plat for Bigelow-Voigt 8th Subdivision made by Councilperson Zelinske, second by Councilperson Eggler with All Voting Aye.

Resolution #2.7-20
Resolution Approving a Preliminary Plat for Bigelow-Voigt 8th
(on file)

OLD BUSINESS

Mike Bubany – David Drown & Assoc – 2014B Bond Refunding – Mr. Bubany stated that these are not technically callable and we are doing an advance refunding. Savings would be a lower interest rate than what we currently have and the City's debt service fund has a larger balance. There is a present value savings of $193,094 and a gross savings of $635,829. Market is fluctuating and it depends on your risk tolerance. Bremer bank has provided the best interest rate at 3.2%. A variable that we won't know are the investments and the escrow. Plan to lock in investments on March 6. **Motion to Approve the Resolution Approving the Bond Sale made by Mayor McKern, second by Councilperson Zelinske with All Voting Aye.**

Resolution #2.8-20
Resolution Approving Bond Sale
(on file)

NEW BUSINESS

ATTORNEY'S REPORT

ENGINEER'S REPORT

TH 57- 16th Street Roundabout and 16th Street NW Extension – Engineer Theobald stated that staff is looking for direction as to proceed with a formal agreement with MnDOT for $900,000 in LPP funding. The council's consensus is to proceed.

Building Demo – 85 E Veterans & 105 15th St NE - Resolution Awarding Project – Engineer Theobald stated that there is more mitigation required than what the engineering estimate figured in. 105 15th St NE has been submitted through FEMA for funding at 75%. **Motion be Councilperson Eggler, second by Councilperson Burton with All Voting Aye to Approve the Resolution Awarding the Project.**

Resolution #2.9-20
Resolution Awarding Project
(on file)

PERSONNEL

Library Aide Job Description – **Motion by Councilperson Ferris, second by Councilperson Zelinske with All Voting Aye to Approve the Job Description for Library Aide.**

ADMINISTRATORS REPORT

Infrastructure Fact Sheet – For information only

Sample Resolution – Mayor McKern would like this brought back to a future meeting. It is regarding infrastructure fees and how to recoup them.

Administrator Ibisch passed out tentative plans submitted by Aaron Thompson for Thompson Addition reconfiguration. The Council was in agreement to take this back to Planning Commission.

CORRESPONDENCE

Correspondence was reviewed.

ADJOURN 7:12PM

Motion to Adjourn made by Councilperson Ferris, second by Councilperson Eggler with all voting Aye to Adjourn.

ATTEST:

_____ _____

Linda Rappe, City Clerk Chris McKern, Mayor

SIGNATURE PAGE

THE ATTACHED LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

THIS INCLUDES WARRANT NUMBERS:

#1 - #2

GRAND TOTAL SUBMITTED FOR PAYMENT $ 127,399.29

DATE APPROVED: _____

#1 202.84

#2 127,196.45

#1

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/20
For Pay Date: 03/05/20

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33665		47 MC NEILUS STEEL INC	202.84								
	01447332	01/02/20 Steel	80.36			602	947	4947	210		1010
	01449202	01/07/20 Steel	122.48			101	310	4310	210		1010

# of Claims 1 Total: 202.84

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 3/20

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	$122.48
602 Sewer Fund	
1010 CASH-OPERATING	$80.36
Total:	$202.84

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 3/20

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member

_____ Council Member

See signature page

#2

CITY OF KASSON
Claim Approval List
For the Accounting Period: 3/20
For Pay Date: 03/12/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33666		124 ABEL SIGNS INC	112.50								
		9736 02/26/20 VINYL DECALS-GOLF CART	112.50			875	210	4210	210		1010
		Total for Vendor:	112.50								
33723		5424 ABEL, CARLA	215.95								
		ELECTION JUDGE	212.50			101	141	4141	444		1010
		MILES ELEC JUDGE	3.45			101	141	4141	444		1010
		Total for Vendor:	215.95								
33719		2527 ALEX AIR APPARATUS INC	140.00								
		2484 02/26/20 ANN'L AIR COMPRESSOR CHECK	140.00			101	220	4220	400		1010
		Total for Vendor:	140.00								
33667		2595 AMSOIL INC	430.25								
		18874950RI 02/14/20 FUEL ADDITIVE/SYNTH OIL	430.25			101	522	4522	220		1010
		Total for Vendor:	430.25								
33668		3063 ANDERSON, KRIS	289.95								
		02/20/20 SAFETY BOOT REIMB	289.95			101	920	4920	433		1010
		Total for Vendor:	289.95								
33669		5049 ARTISAN BEER COMPANY	151.50								
		3404337 02/11/20 BEER	49.00			609	975	4975	252		1010
		3405726 02/18/20 BEER	102.50			609	975	4975	252		1010
		Total for Vendor:	151.50								
33670		203 BAKER & TAYLOR INC	121.75								
		2035108928 02/12/20 BOOKS	56.90			211	550	4550	218		1010
		2035123947 02/19/20 BOOKS	64.85			211	550	4550	218		1010
		Total for Vendor:	121.75								
33671		1012 BELLBOY CORPORATION	1,086.20								
		82831400 02/13/20 LIQUOR	424.00			609	975	4975	251		1010
		82831400 02/13/20 FREIGHT	6.66			609	975	4975	335		1010
		100897400 02/13/20 OLIVES	16.00			609	975	4975	259		1010
		100897400 02/13/20 BAGS	57.83			609	975	4975	210		1010

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	100897400	02/13/20 S.T. BAGS	3.98			609	975	4975	210		1010
	100897400	02/13/20 S.T. BAGS	-3.98			609		2025			1010
	100897400	02/13/20 D.C. TR TX-BAGS	0.29			609	975	4975	210		1010
	100897400	02/13/20 D.C. TR TX-BAGS	-0.29			609		2026			1010
	0100962000	02/27/20 BAGS	100.46			609	975	4975	210		1010
	0100962000	02/27/20 S.T. BAGS	6.91			609	975	4975	210		1010
	0100962000	02/27/20 S.T. BAGS	-6.91			609		2025			1010
	0100962000	02/27/20 D.C. TR TX BAGS	0.51			609	975	4975	210		1010
	0100962000	02/27/20 D.C. TR TX BAGS	-0.51			609		2026			1010
	0083007900	02/27/20 LIQUOR	389.25			609	975	4975	251		1010
	0083007900	02/27/20 WINE	80.00			609	975	4975	251		1010
	0083007900	02/27/20 FREIGHT	12.00			609	975	4975	335		1010
		Total for Vendor:	1,086.20								
33724		3022 BOXRUCKER, LAURI	197.20								
		ELECTION JUDGE	193.75			101	141	4141	444		1010
		MILES ELEC JUDGE	3.45			101	141	4141	444		1010
		Total for Vendor:	197.20								
33672		5239 BREAKTHRU BEVERAGE MN WINE &	4,765.57								
	1081099542	02/12/20 LIQUOR	1,495.94			609	975	4975	251		1010
	1081099542	02/12/20 WIINE	368.00			609	975	4975	251		1010
	1081099542	02/12/20 MIXES	37.50			609	975	4975	254		1010
	1081099542	02/12/20 FREIGHT	28.21			609	975	4975	335		1010
	1081102805	02/19/20 LIQUOR	1,144.33			609	975	4975	251		1010
	1081102805	02/19/20 FREIGHT	22.49			609	975	4975	335		1010
	1081106023	02/26/20 LIQUOR	1,341.83			609	975	4975	251		1010
	1081106023	02/26/20 WINE	304.00			609	975	4975	251		1010
	1081106023	02/26/20 FREIGHT	23.27			609	975	4975	335		1010
		Total for Vendor:	4,765.57								
33725		2682 COLEMAN, CHARLES	219.40								
		ELECTION JUDGE	212.50			101	141	4141	444		1010
		MILES ELECTION JUDGE	6.90			101	141	4141	444		1010
		Total for Vendor:	219.40								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33673		668 CONTINENTAL RESEARCH CORP	1,298.02								
		0011408 02/14/20 BACTO DOSE	1,072.56			602	948	4948	210		1010
		0011327 02/12/20 SPRAY ALL Q	225.46			606	516	4516	220		1010
		Total for Vendor:	1,298.02								
33674		2381 CUSTOM COMMUNICATIONS INC	150.72								
		450223 02/11/20 FIRE ALARM MONITOR MAR-MAY	30.15			101	310	4310	444		1010
		450223 02/11/20 FIRE ALARM MONITOR MAR-MAY	30.14*			601	943	4943	444		1010
		450223 02/11/20 FIRE ALARM MONITOR MAR-MAY	30.14			602	948	4948	444		1010
		450223 02/11/20 FIRE ALARM MONITOR MAR-MAY	30.15			604	957	4957	444		1010
		450223 02/11/20 FIRE ALARM MONITOR MAR-MAY	30.14*			605	963	4963	444		1010
		450223 02/11/20 S.T. FIRE ALARM MONITOR MAR-MA	2.07			604	957	4957	444		1010
		450223 02/11/20 S.T. FIRE ALARM MONITOR MAR-MA	-2.07			604		2025			1010
		450223 02/11/20 D.C. TR. TX-FIRE ALARM MONITOR	0.15			604	957	4957	444		1010
		450223 02/11/20 D.C. TR. TX-FIRE ALARM MONITOR	-0.15			604		2026			1010
		Total for Vendor:	150.72								
33675		5156 DODGE COUNTY INDEPENDENT/DODGE	163.00								
		9205 02/13/20 C.C. HEARING NOTICE	70.20			101	111	4111	351		1010
		9286 02/27/20 P.C. HEARING NOTICE	46.80			101	191	4191	351		1010
		DCI SUBSCRIPTION	46.00			211	550	4550	216		1010
		Total for Vendor:	163.00								
33676		2070 EARL'S SMALL ENGINE REPAIR INC	29.95								
		#HELD 02/12/20 CABLE	29.95			606	516	4516	220		1010
		Total for Vendor:	29.95								
33720		2618 FIRE SAFETY USA INC	1,400.00								
		131879 02/26/20 FIRE BOOTS	1,400.00			101	220	4220	240		1010
		Total for Vendor:	1,400.00								
33677		3466 GALLS, LLC	19.99								
		014969423 02/07/20 REDING-SHIRT	19.99			101	210	4210	214		1010
		Total for Vendor:	19.99								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33678		3257 GILLUND ENTERPRISES	213.16								
		867888 02/13/20 BRAKE PARTS CLEANER	30.45			101	310	4310	220		1010
		867888 02/13/20 BRAKE PARTS CLEANER	30.45			101	312	4312	220		1010
		867888 02/13/20 BRAKE PARTS CLEANER	30.45			101	517	4517	220		1010
		867888 02/13/20 BRAKE PARTS CLEANER	30.45			601	943	4943	220		1010
		867888 02/13/20 BRAKE PARTS CLEANER	30.45			602	948	4948	220		1010
		867888 02/13/20 BRAKE PARTS CLEANER	30.45			604	957	4957	220		1010
		867888 02/13/20 BRAKE PARTS CLEANER	30.46			605	963	4963	220		1010
		867888 02/13/20 S.T. BRAKE PARTS CLEANER	2.09			604	957	4957	220		1010
		867888 02/13/20 S.T. BRAKE PARTS CLEANER	-2.09			604		2025			1010
		867888 02/13/20 D.C. TR TX BRAKE PARTS CLEANE	0.15			604	957	4957	220		1010
		D.C. TR TX BRAKE PARTS CLEANE	-0.15			604		2026			1010
		Total for Vendor:	213.16								
33721		5242 GOPHER STATE ONE CALL	31.05								
		0021063 02/29/20 23 LOCATES-FEBRUARY	31.05			604	957	4957	437		1010
		Total for Vendor:	31.05								
33679		28 GRAYBAR ELECTRIC	312.49								
		9314680375 02/19/20 TYPE B BALLAST BYPASS	160.25			604	957	4957	220		1010
		9314703545 02/20/20 LED-115ED	152.24			604	957	4957	220		1010
		Total for Vendor:	312.49								
33727		5794 GRONVOLD, NANCY	190.95								
		ELECTION JUDGE	187.50			101	141	4141	444		1010
		MILES ELEC JUDGE	3.45			101	141	4141	444		1010
		Total for Vendor:	190.95								
33680		6107 HENDERSON, ERIC	17.40								
		02/24/20 MEAL-METREING SCHOOL	17.40			604	959	4959	333		1010
		Total for Vendor:	17.40								
33681		5036 HOHENSTEINS INC	288.00								
		191491 02/12/20 BEER	120.00			609	975	4975	252		1010
		194036 02/26/20 BEER	168.00			609	975	4975	252		1010
		Total for Vendor:	288.00								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33682		5064 HOMETOWN HAULERS LLC	1,148.00								
		03/01/20 GARBAGE-C.H.	33.56			101	323	4323	430		1010
		03/01/20 GARBAGE-LIBRARY	57.18			101	323	4323	430		1010
		03/01/20 GARBAGE-WWTP	152.86			602	947	4947	430		1010
		03/01/20 GARBAGE-SHOP	192.77			101	323	4323	430		1010
		03/01/20 GARBAGE-FD	76.43			101	323	4323	430		1010
		03/01/20 GARBAGE-LS	53.21			101	323	4323	430		1010
		03/01/20 GARBAGE-PARKS	444.46			101	323	4323	430		1010
		03/01/20 GARBAGE-PD	33.39			101	323	4323	430		1010
		03/01/20 GARBAGE-ARENA	104.14			606	516	4516	430		1010
		Total for Vendor:	1,148.00								
33683		6099 IBISCH, TIMOTHY	91.54								
		02/19/20 MILES-CMPAS MTG	91.54*			604	959	4959	332		1010
		Total for Vendor:	91.54								
33728		4734 JENSEN-GERMUNDSON, SHELLY	193.75								
		ELECTION JUDGE	193.75			101	141	4141	444		1010
		Total for Vendor:	193.75								
33684		25 JOHNSON BROTHERS LIQUOR CO	8,514.04								
		1501151 02/11/20 LIQUOR	2,196.88			609	975	4975	251		1010
		1501152 02/11/20 WINE	870.45			609	975	4975	251		1010
		1506260 02/18/20 LIQUOR	681.29			609	975	4975	251		1010
		1506261 02/18/20 WINE	148.55			609	975	4975	251		1010
		1511392 02/25/20 LIQUOR	4,293.35			609	975	4975	251		1010
		1511393 02/25/20 WINE	502.90			609	975	4975	251		1010
		589707 01/31/20 WINE	-120.00			609	975	4975	251		1010
		589707 01/31/20 FREIGHT	-1.69			609	975	4975	335		1010
		589708 01/31/20 WINE	-56.00			609	975	4975	251		1010
		589708 01/31/20 FREIGHT	-1.69			609	975	4975	335		1010
		Total for Vendor:	8,514.04								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33729		520 JOHNSON, DAVE	201.48								
		ELECTION JUDGE	196.88			101	141	4141	444		1010
		MILES ELEC JUDGE	4.60			101	141	4141	444		1010
		Total for Vendor:	201.48								
33685		3911 K-M SCHOOL	45.00								
		2002-0045 02/25/20 FORUM ROOM FOR INFO MEETING	45.00			602	948	4948	430		1010
		Total for Vendor:	45.00								
33730		3026 KROULIK, MARY JANE	194.08								
		ELECTION JUDGE	190.63			101	141	4141	444		1010
		MILES ELEC JUDGE	3.45			101	141	4141	444		1010
		Total for Vendor:	194.08								
33717		6108 LAU, MICHAEL	152.74								
		1010-05 02/25/20 RL/WA MTR DEP REFUND AFTER AP	152.74			604		2212			1010
		Total for Vendor:	152.74								
33686		5214 MADDEN GALANTER HANSEN, LLP	86.10								
		02/24/20 LABOR RELATIONS SERV THRU 1.31	86.10*			101	111	4111	440		1010
		Total for Vendor:	86.10								
33687		714 MB REPAIR	190.00								
		7528 01/20/20 DIAGNOSTIC-FREIGHTLINER	190.00			604	957	4957	400		1010
		Total for Vendor:	190.00								
33688		89 METRO SALES INC	128.56								
		INV1545769 02/25/20 QTRLY MAINT B & W	69.00			211	550	4550	370		1010
		INV1545769 02/25/20 QTRLY MAIN CLR	59.56			211	550	4550	370		1010
		Total for Vendor:	128.56								
33689		4604 MIDWEST LEAK DETECTION	365.00								
		2105 02/08/20 LOCATE MAIN BRK-7 ST NE	365.00			601	943	4943	440		1010
		Total for Vendor:	365.00								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33690		728 MN DEPT OF COMMERCE	725.70								
	1000043983	4TH QTR '20 INDIRECT ASSESSMEN	725.70			604		1550			1010
		Total for Vendor:	725.70								
33691		376 MN DEPT OF HEALTH	5,902.00								
		CLEAN WATER ACT-SERVICE CONNEC	5,902.00			601		2080			1010
		Total for Vendor:	5,902.00								
33718		6109 MOORE, CARY	65.29								
	2498-07	02/25/20 WA MTR DEP REFUND AFTER APPL	65.29			604		2212			1010
		Total for Vendor:	65.29								
33692		978 MTI DISTRIBUTING INC	5,809.14								
	1242365-00	02/17/20 MOWER REPAIRS	1,936.38			601	943	4943	400		1010
	1242365-00	02/17/20 MOWER REPAIRS	1,936.38			602	947	4947	400		1010
	1242365-00	02/17/20 MOWER REPAIRS	1,936.38			602	948	4948	400		1010
		Total for Vendor:	5,809.14								
33731		5428 MUSSELMAN, APRIL	197.20								
		ELECTION JUDGE	193.75			101	141	4141	444		1010
		MILES ELECTION JUDGE	3.45			101	141	4141	444		1010
		Total for Vendor:	197.20								
33732		3029 NAWROCKI, JANA	197.20								
		ELECTION JUDGE	193.75			101	141	4141	444		1010
		MILES ELECTION JUDGE	3.45			101	141	4141	444		1010
		Total for Vendor:	197.20								
33693		60 NORTHERN BEVERAGE DIST. CO. LL	7,916.09								
	610852	02/13/20 BEER	1,856.30			609	975	4975	252		1010
	610852	02/13/20 FREIGHT	2.00			609	975	4975	335		1010
	613518	02/20/20 BEER	2,799.17			609	975	4975	252		1010
	613518	02/20/20 FREIGHT	2.00			609	975	4975	335		1010
	616418	02/27/20 BEER	3,254.62			609	975	4975	252		1010
	616418	02/27/20 FREIGHT	2.00			609	975	4975	335		1010
		Total for Vendor:	7,916.09								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33694		2876 PAUSTIS WINE COMPANY	706.35								
		81976 02/26/20 WINE	697.60			609	975	4975	251		1010
		81976 02/26/20 FREIGHT	8.75			609	975	4975	335		1010
		Total for Vendor:	706.35								
33695		23 PHILLIPS WINE & SPIRITS	4,603.71								
		2702755 02/11/20 LIQUOR	982.43			609	975	4975	251		1010
		2702755 02/11/20 WINE	255.36			609	975	4975	251		1010
		6001084 02/18/20 LIQUOR	2,782.60			609	975	4975	251		1010
		6001084 02/18/20 BEER	106.00			609	975	4975	252		1010
		6004739 02/25/20 LIQUOR	388.00			609	975	4975	251		1010
		6004739 02/25/20 WINE	170.00			609	975	4975	251		1010
		355293 01/28/20 WINE	-53.75			609	975	4975	251		1010
		355294 01/28/20 WINE	-23.18			609	975	4975	251		1010
		355294 01/28/20 MIXES	-3.75			609	975	4975	251		1010
		Total for Vendor:	4,603.71								
33733		3075 REDFERN, ANNA	96.88								
		ELECTION JUDGE	96.88			101	141	4141	444		1010
		Total for Vendor:	96.88								
33696		2005 RESERVE ACCOUNT	500.00								
		22870844-2 02/25/20 POSTAGE METER REFILL	140.00			101	140	4140	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	15.00			101	210	4210	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	15.00*			101	310	4310	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	15.00			101	510	4510	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	10.00			211	550	4550	210		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	15.00			290	650	4650	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	20.00			601	944	4944	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	20.00			602	949	4949	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	100.00			604	959	4959	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	15.00			605	963	4963	325		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	10.00			606	516	4516	210		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	100.00			609	976	4976	210		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	10.00			610	984	4984	210		1010
		22870844-2 02/25/20 POSTAGE METER REFILL	15.00*			877	100	4000	430		1010
		Total for Vendor:	500.00								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33726		2679 ROBINSON, DOUG	231.90								
		ELECTION JUDGE	225.00			101	141	4141	444		1010
		MILES ELECTION JUDGE	6.90			101	141	4141	444		1010
		Total for Vendor:	231.90								
33697		6043 SANCO EQUIPMENT LLC	703.68								
		80865 02/12/20 HYD HOSE/COUPLERS/BRISTLE POLY	703.68			101	310	4310	220		1010
		Total for Vendor:	703.68								
33698		63 SCHOTT DIST CO INC	16,964.82								
		383021 02/13/20 BEER	3,486.50			609	975	4975	252		1010
		383772 02/20/20 WINE	70.02			609	975	4975	251		1010
		383772 02/20/20 BEER	3,678.35			609	975	4975	252		1010
		384564 02/27/20 BEER	9,644.40			609	975	4975	252		1010
		384564 02/27/20 NA BEVERAGE	85.55			609	975	4975	254		1010
		Total for Vendor:	16,964.82								
33722		5838 SCHWICKERT'S TECTA AMERICA LLC	1,928.03								
		S510061290 12/06/19 GUTTER REPAIR	1,928.03			211	550	4550	400		1010
		Total for Vendor:	1,928.03								
33699		4663 SE MINNESOTA EMS	20.00								
		12471 02/11/20 RUN REPORTS	20.00			101	220	4220	210		1010
		Total for Vendor:	20.00								
33700		64 SELCO	65.00								
		047523 02/25/20 PATRON CARDS	65.00			211	550	4550	210		1010
		Total for Vendor:	65.00								
33701		3850 SOUTHERN GLAZER'S OF MN	3,777.63								
		19233887 02/12/20 LIQUOR	449.78			609	975	4975	251		1010
		19233887 02/12/20 WINE	210.00			609	975	4975	251		1010
		19233887 02/12/20 FREIGHT	13.82			609	975	4975	335		1010
		1925972 02/19/20 LIQUOR	917.55			609	975	4975	251		1010
		1925972 02/19/20 WINE	138.00			609	975	4975	251		1010
		1925972 02/19/20 FREIGHT	15.50			609	975	4975	335		1010

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	1928619	02/26/20 LIQUOR	1,007.28			609	975	4975	251		1010
	1928619	02/26/20 FREIGHT	6.20			609	975	4975	335		1010
	1928620	02/26/20 LIQUOR	962.65			609	975	4975	251		1010
	1928620	02/26/20 WINE	46.00			609	975	4975	251		1010
	1928620	02/26/20 FREIGHT	10.85			609	975	4975	335		1010
		Total for Vendor:	3,777.63								
33702		5708 STAPLES BUSINESS CREDIT	330.04								
	7304972204	02/20/20 STAPLES/DRYLINE/DATE STAMP	64.91			101	140	4140	210		1010
	7304972204	02/20/20 LEGAL POLY JACKET	9.62			101	140	4140	210		1010
	7304907797	02/19/20 CLIPS-PNP-ELECTIONS	3.87			101		1151			1010
	7304907797	02/19/20 PNP-ELECTION SUPPLIES	113.31			101		1151			1010
	7304907797	02/19/20 PNP-ELECTION SUPPLIES	13.57			101		1151			1010
	7304907797	02/20/20 PNP-ELECTION SUPPLIES	48.58			101		1151			1010
	7304723866	02/13/20 PRINTER CART	76.18			602	949	4949	210		1010
		Total for Vendor:	330.04								
33703		79 STREICHER'S	113.96								
	I1414709	02/20/20 NORLAND-SHORTS	113.96			101	210	4210	214		1010
		Total for Vendor:	113.96								
33704		498 TEIGEN PAPER & SUPPLY INC	576.69								
	367884	02/11/20 55 GAL CAN LINERS	51.79			606	516	4516	220		1010
	368339	02/24/20 55 GAL CAN LINERS/WYPALL	104.37			101	522	4522	220		1010
	368809	02/28/20 FLOOD REPLACEMENTS	420.53			101	417	4417	430		1010
		Total for Vendor:	576.69								
33705		123 THRONDSON OIL & LP GAS CO	2,116.60								
	361060	02/11/20 P. DIESEL/#1 DIESEL	846.64			101	310	4310	210		1010
	361060	02/11/20 P. DIESEL/#1 DIESEL	846.64			101	312	4312	210		1010
	361060	02/11/20 P. DIESEL/#1 DIESEL	105.83			601	943	4943	210		1010
	361060	02/11/20 P. DIESEL/#1 DIESEL	105.83			602	948	4948	210		1010
	361060	02/11/20 P. DIESEL/#1 DIESEL	105.83			604	957	4957	210		1010
	361060	02/11/20 P. DIESEL/#1 DIESEL	105.83			605	963	4963	210		1010
		Total for Vendor:	2,116.60								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33706		4503 TITAN MACHINERY	2,060.00								
		13610808GP 02/18/20 MDBD SHL CYL-GRADER	1,030.00			101	310	4310	220		1010
		13610808GP 02/18/20 MDBD SHL CYL-GRADER	1,030.00			101	312	4312	220		1010
		Total for Vendor:	2,060.00								
33707		2675 ULVE, JEFF	52.74								
		02/08/20 ULVE-WORK WEAR	52.74			602	948	4948	214		1010
		Total for Vendor:	52.74								
33708		630 UNIVERSAL TRUCK EQUIPMENT INC	69.50								
		51993 02/13/20 SPRING EXTEN-DUMP TRUCKS	69.50			101	310	4310	220		1010
		Total for Vendor:	69.50								
33709		939 USA BLUEBOOK	190.54								
		143754 02/12/20 DEIONIZE WATER/ph buffer	190.54			601	943	4943	210		1010
		Total for Vendor:	190.54								
33710		5035 VALLI INFORMATION SYSTEMS INC	2,125.32								
		57280 01/31/20 UTILITY BILLING MAILING	425.06			601	944	4944	325		1010
		57280 01/31/20 UTILITY BILLING MAILING	425.06			602	949	4949	325		1010
		57280 01/31/20 UTILITY BILLING MAILING	850.14			604	959	4959	325		1010
		57280 01/31/20 UTILITY BILLING MAILING	425.06			605	963	4963	325		1010
		Total for Vendor:	2,125.32								
33713		637 WEBER, LETH & WOESSNER PLC	2,000.00								
		03/02/20 FEB '20 17.2 HRS LEGAL PD	2,000.00			101	160	4160	304		1010
		Total for Vendor:	2,000.00								
33711		388 WESCO RECEIVABLES CORP	6,071.25								
		036935 02/18/20 15 PEDESTALS	1,702.27			604	957	4957	220		1010
		036936 02/18/20 PRATT TRI PLEX	4,368.98			604	957	4957	220		1010
		Total for Vendor:	6,071.25								

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
33714		5818 WEX Bank	2,207.11								
	02/23/20	223.8 GAL	227.84			604	957	4957	212		1010
	02/23/20	150.77 GAL	182.56			101	522	4522	212		1010
	02/23/20	1346.86 GAL	1,240.30			101	210	4210	212		1010
	02/23/20	57.64 GAL	53.09			101	310	4310	212		1010
	02/23/20	249.665 GAL	246.66			601	943	4943	212		1010
	02/23/20	249.665 GAL	246.66			602	948	4948	212		1010
	02/23/20	PAPER FEE	10.00			101	140	4140	210		1010
		Total for Vendor:	2,207.11								
33712		5182 WHKS & CO.	33,620.00								
	40733 02/24/20	HWY 57 IMPROVEMENTS	30,500.00*			424	196	4196	303		1010
	40734 02/24/20	16TH ST NE IMPROVEMENTS	3,120.00*			412	196	4196	303		1010
		Total for Vendor:	33,620.00								
33715		2427 XCEL ENERGY	270.70								
	673291170 02/17/20	UTIL SERV-NW LIFT STAT	270.70			602	948	4948	380		1010
		Total for Vendor:	270.70								
33716		3247 ZIEGLER INC	1,826.09								
	SW05033645 02/12/20	MAINTENANCE-CATERPILLAR 34	1,826.09		1	602	947	4947	400		1010
		Total for Vendor:	1,826.09								
		# of Claims 68	Total:	127,196.45							

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 3/20

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	$14,741.91
211 Library Fund	
1010 CASH-OPERATING	$2,299.34
290 Economic Development	
1010 CASH-OPERATING	$15.00
412 16th Street NE	
1010 CASH-OPERATING	$3,120.00
424 Hwy 57	
1010 CASH-OPERATING	$30,500.00
601 Water Fund	
1010 CASH-OPERATING	$9,252.06
602 Sewer Fund	
1010 CASH-OPERATING	$8,227.03
604 Electric Fund	
1010 CASH-OPERATING	$9,001.87
605 Storm Water	
1010 CASH-OPERATING	$606.49
606 ICE ARENA	
1010 CASH-OPERATING	$421.34
609 Liquor Fund	
1010 CASH-OPERATING	$48,873.91
610 Maple Grove Cemetery	
1010 CASH-OPERATING	$10.00
875 Community Policing Fund	
1010 CASH-OPERATING	$112.50
877 Festival in Park Fund	
1010 CASH-OPERATING	$15.00
Total:	$127,196.45

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 3/20

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member

See signature page

_____ Council Member

KASSON PARK BOARD MINUTES
FEBRUARY 18, 2020 draft

Pursuant to due call and notice thereof, a meeting of the Kasson Park Board was duly held at Kasson City Hall on the 18th day of February, 2020 at 6:00 P.M.

THE FOLLOWING PARK BOARD MEMBERS WERE PRESENT: Dan Eggler, Greg Kuball, Liza Larsen and Janet Sinning
THE FOLLOWING WERE ABSENT: Chuck Coleman, Roger Franke and Jason Farnsworth
ALSO PRESENT: Lynette Nash, Nancy Peterson, Parks & Rec Supervisor Ron Unger, City Administrator Timothy Ibisch and Deputy Clerk Jan Naig

I. Call to Order: The meeting was called to order at 6:00 P.M. by Chairperson Larsen.

II. Approve minutes: Motion by Kuball and second by Sinning, with all voting Aye, to approve the minutes of the January 2020 meeting.

The order of the agenda was changed. Parkland dedication fee review and the update on the stone wall in Veterans Memorial Park will be discussed before the other agenda items.

III. New Business:

A. **Oath of Office-Larsen and Sinning.** Naig administered the oath of office for Larsen and Sinning. They will serve another three year term which will end in 2022.

B. **Parkland dedication fee review.** Administrator Ibisch has been reviewing the City's Parkland Dedication fee. It has been several years since it was last reviewed and the current valuation process appears to be low. There will still be an option for developers to provide land in lieu of paying the fee. Samples of what Byron, Zumbrota and Rochester charge were distributed. The Board will review the fees at least every five years.

   Motion by Kuball and second by Sinning, with all voting Aye, to recommend changing the method of calculating the parkland dedication fee to a "per lot" charge and charging $300.00 per lot.

C. **Boulevard tree planting program.** Information about the 2020 Boulevard Tree Planting Program is on the City's website. The deadline for ordering trees is March 27th. Unger has budgeted for 75 trees. The trees will be ordered through The Treehouse.

D. **Aquatic Center updates.** The Membership and Registration forms for the 2020 season are on the City's website. The facility will be open May 30th through August 26th.

Unger has budgeted $20,000.00 to repaint the play features in the zero depth entry area at the end of the season. There will also be $6,000.00-$7,000.00 in repairs to the slides.

Eggler asked about getting more reports throughout the summer to see how the facility is being used. This should help with setting fees for 2021.

E. **Park maintenance shop roof repair.** Unger has worked with the insurance adjuster at the League of Minnesota Cities concerning the roof on the park maintenance shed. Prehn Buildings should do the work on the roof by the end of February.

IV. Old Business:

A. **Update on stone wall in Veterans Memorial Park.** Unger distributed copies of a letter that was sent to the City and to local media by Mantorville Restoration Association asking the City to reevaluate the decision to dismantle the stone wall in Veterans Memorial Park. They recommended the City look into other companies that do restoration work. They must be certified to do restoration work. Unger has contacted the two contractors who were recommended to do the work. It will be important to have them come and look at the structure-probably sometime in April.

Lynette Nash, vice president of MRA, asked the Board to give them time to raise funds for the restoration. Nancy Peterson also talked about organizations she is working with to promote tourism through history. She offered to help research grant options. They were assured that no decision has been made concerning the wall and that the City Council just set a date to get the process moving.

B. **Tree maintenance work update.** Fifteen trees have been removed this winter. There are 30 more to do before the end of March. Tree trimming can continue once it's warmer outside.

V. Correspondence:

Larsen related a comment that she received from Matt and Kay Nelson about Lions Park. They utilize the park frequently and were very complimentary.

Unger indicated he received a card from C & H Restoration concerning restoration of tennis courts. They also build tennis and pickle ball courts. He will contact the company to get pricing for tennis courts in Lions Park. He will also see if they would provide pricing to repair the tennis courts in Veterans Memorial Park.

Eggler reported that at the City Council work session on February 15th the ADA compliance for Lions Park (parking lot, curb and gutter) was discussed.

VI. Adjourn: Motion by Sinning and second by Kuball, with all voting Aye, to adjourn the meeting at 7:09 P.M.

_____ _____

Chairperson Deputy Clerk

The next scheduled meeting will be March 17th.

Conference Request

Name: Gerald Runnells

Name of Meeting: K9 Certification

Place of Meeting: Sawyer County, WI

Published dates of Meeting:

Attendance dates: 03/20-03/21

Registration costs: $70 plus hotel and meals

Travel: Driver Vehicle: City

Purpose: Licensure/certification

Previous Education courses:

Approvals: _____ Department Head _____ Administrator _____ Council Approval

K-9 Course

CITY OF KASSON

ORDINANCE #874

AMENDING ORDINANCE #110.22

§ 110.22 KINDS OF LIQUOR LICENSES.

The Council of a city that has a municipal liquor store is authorized to issue the following licenses and permits.

(A) 3.2% malt liquor on-sale licenses, which may be issued only to restaurants, hotels, clubs, bowling centers, and establishments used exclusively for the sale of 3.2% malt liquor with the incidental sale of tobacco and soft drinks.

(B) 3.2%malt liquor off-sale license.

(C) Temporary 3.2% malt liquor licenses which may be issued only to a club, charitable, religious, or nonprofit organization.

(D) On-sale intoxicating liquor licenses, which may be issued to the following establishments as defined by M.S. §340A.101, as it may be amended from time to time, and this chapter: hotels, restaurants, bowling centers, clubs or congressionally chartered veterans organizations. Club licenses may be issued only with the approval of the Commissioner of Public Safety. The fee for club licenses established by the Council under § 110.23 shall not exceed the amounts provided for in M.S. §340A.408, Subd. 2b, as it may be amended from time to time. The Council may in its sound discretion authorize a retail on-sale licensee to dispense intoxicating liquor off the licensed premises at a community festival held within the city under the provisions of M.S. §340A.404, Subd. 4b, as it may be amended from time to time. The Council may in its sound discretion authorize a retail on-sale licensee to dispense intoxicating liquor off the licensed premises at any convention, banquet, conference, meeting, or social affair conducted on the premises of a sports, convention, or cultural facility owned by the city, under the provisions of M.S. §340A.404, Subd. 4a, as it may be amended from time to time; however, the licensee is prohibited from dispensing intoxicating liquor to any person attending or participating in an amateur athletic event being held on the premises.

(E) Sunday on-sale intoxicating liquor licenses, only after authorization to do so by voter approval at a general or special election as provided by M.S. §340A.504, Subd. 3, as it may be amended from time to time. Sunday on-sale intoxicating liquor licenses may be issued only to a restaurant, club, bowling center, or hotel which has a seating capacity of at least 30 persons, which holds an on-sale intoxicating liquor license, and which serves liquor only in conjunction with the service of food. The maximum fee for this license shall be established by the Council under the provisions of § 110.23 or the maximum amount provided by M.S. §340A.504, Subd. 3c, as it may be amended from time to time.

(F) Temporary on-sale intoxicating liquor licenses, with the approval of the Commissioner of Public Safety, which may be issued only in connection with a social event sponsored by a club, charitable, religious, or other nonprofit corporation that has existed for at least three years. No license shall be for longer than four consecutive days, and the city shall issue no more than 12 days worth of temporary licenses to any one organization in one calendar year.

(G) On-sale wine licenses, with the approval of the Commissioner of Public Safety, to restaurants that have facilities for seating at least 25 guests at one time and meet the criteria of M.S. §340A.404, Subd. 5, as it may be amended from time to time; and to licensed bed and breakfast facilities which meet the criteria in M.S. §340A.401, Subd. 1, as it may be amended from time to time. The fee for an on-sale wine license established by the Council under the provisions of § 110.23 shall not exceed one-half of the license fee charged for an on-sale intoxicating liquor license. The holder of an on-sale wine license who also holds an on-sale 3.2% malt liquor license is authorized to sell malt liquor with a content over 3.2% (strong beer) without an additional license.

(H) One day consumption and display permits with the approval of the Commissioner of Public Safety to a nonprofit organization in conjunction with a social activity in the city sponsored by the organization.

(I) Approval of the issuance of a consumption and display permit by the Commissioner of Public Safety. The maximum amount of the additional fee which may be imposed by the Council on a person who has been issued a consumption and display permit under the provisions of § 110.23 shall not exceed the maximum amount permitted by M.S. §340A.14, Subd. 6, as it may be amended from time to time. Consumption and display permits shall expire on March 31 of each year.

(J) Brewer off-sale malt liquor licenses, which may be issued under Minn. Stat. § 340A.301, Subd. 6(c), (i), or (j), with the approval of the commissioner, to sell at its licensed premises malt liquor that has been produced and packaged by the brewer in compliance with state law. The amount of malt liquor sold at off-sale may not exceed 750 barrels annually. Off-sale of malt liquor shall be limited to the legal hours for off-sale licensees, and the malt liquor sold off-sale must be removed from the premises before the off-sale closing time, except that malt liquor in growlers only may be sold at off-sale on Sundays.

Upon Publication this Ordinance Amends #110.22 (J)

Passed by the City Council of Kasson, Minnesota this 11h day of March, 2020.

_____

Mayor Chris McKern

Attested:

_____

City Clerk, Linda Rappe

The motion for the adoption of the foregoing ordinance was made by Council Member -- and duly seconded by Council Member --. Upon a vote being taken, the following members voted in favor there of: --. Those against same: --.

Published ----, 2020

City of Kasson

Economic Development Authority

Policy and Procedures Manual

2020

TABLE OF CONTENTS

THE AUTHORITY **3**
KASSON ECONOMIC DEVELOPMENT AUTHORITY 3
OFFICERS 3
MEETINGS 4
MISCELLANEOUS 5

BUSINESS SUBSIDY CRITERIA POLICY **6**
CRITERIA 6
GUIDELINES & EVALUATION 7
VALUATION OF A BUSINESS SUBSIDY 8

BUSINESS SUBSIDY PROGRAMS **9**
LAND SALES 9
REVOLVING LOAN FUND 11

THE AUTHORITY

KASSON ECONOMIC DEVELOPMENT AUTHORITY

The name of the Authority shall be the "Kasson Economic Development Authority" (which may sometimes be referred to as the "EDA", "Kasson EDA", or the "Authority"), and its governing body shall be called the Kasson Economic Development Authority Board (the "EDA Board" or the "Board"). The EDA Board shall be the body responsible for the general governance of the Kasson EDA and shall conduct its official business at meetings thereof. The Kasson EDA shall consist of seven Board members, of which two members are constituted by the Mayor of Kasson and a member of the Kasson City Council.

As required by Minnesota Statutes, Section 469.097, Subdivision 1, the Authority shall use the official seal of the City of Kasson as the Authority's official seal.

The offices of the Kasson EDA shall be located at Kasson City Hall, 401 5th Street SE, Kasson MN, 55944.

OFFICERS

The officers of the Kasson EDA Board shall be a President, Vice-President, and a Secretary. The President, Vice-President, and Secretary shall be elected annually at the first meeting of each calendar year. No Board Member may be both the President and Vice-President simultaneously. The Secretary does not need to be a member of the Board.

The President shall preside at all meetings of the EDA Board. Except as otherwise authorized by resolution of the Board, the President and Secretary, (the Vice-President in the President's or Secretary's absence), shall sign all contracts, deeds, and other instruments made or executed by the Authority. At each meeting, the President shall submit such recommendations and information they consider proper concerning the business, affairs, and policies of the Authority.

The Vice-President shall perform all of the duties of the President in the absence or incapacity of the President. In the case of the resignation of the President, the Vice-President shall perform such duties as are imposed on the President until such time as the Board shall elect a new President.

The Secretary shall keep minutes of all the meetings of the Board and shall maintain all records of the Authority. The Secretary shall also have such additional duties and responsibilities as the Board may from time to time and by resolution prescribe.

The officers of the Board shall perform such other duties and functions as may from time to time be required by the board or the bylaws or rules and regulations of the Authority.

Should the office of President, Vice-President, or Secretary become vacant, the Board shall elect a successor at the next regular meeting, or at a special meeting called for such purpose, and such election shall be for the unexpired term of said officer.

The Board may from time to time employ such personnel as it deems necessary to exercise its powers, duties, and functions. The selection and compensation of such personnel shall be determined by the board.

MEETINGS

Regular meetings of the Kasson EDA shall be held on the first Tuesday of each month at 12:00 noon in the City Council Chambers at Kasson City Hall. Four members of the Board shall constitute a quorum for the purpose of conducting the business and exercising the powers of the Authority, as well as for all other purposes. If a quorum is not obtained, the meeting may be adjourned and rescheduled for a time when a quorum is obtained.

The Agenda for each EDA meeting shall be prepared and distributed by EDA staff. Agenda items, other than those standard items defined below, may be proposed by staff or any member of the Authority or City Council. If not self-explanatory, each agenda item shall be accompanied by a memorandum from the EDA staffer detailing the item, its source, and a review of the item's impact on EDA policies.

The Agenda packet for each EDA meeting shall be distributed by mail, e-mail, or by hand to the members no later than Friday prior to the meeting. All agenda items and supporting documents shall be due to staff by noon Wednesday prior to the distribution of the Agenda packet. Incomplete items shall be held until all documents are received.

Each Agenda packet shall contain the following standard items:

1. Agenda for the meeting;
2. Minutes of the previous meeting;
3. A financial report, presented on a quarterly basis, showing the fund and loan balances and payment information for the previous financial quarter.

The President of the EDA, Secretary, or any other two members of the EDA may request a special meeting of the EDA. Upon such a request, staff shall immediately contact the members to ascertain that a quorum will be present. If a quorum indicates their ability to attend, the EDA staff shall set a meeting for at least three days later and distribute the Agenda packet as soon as practicable.

An applicant or other member of the public may request a Special meeting of the EDA upon written notice. The fee for such a meeting shall be $200, payable before the meeting is called. The procedure for calling such a Special Meeting such as described in this paragraph shall be the same as if called by the President, Secretary, or any two members of the EDA.

MISCELLANEOUS

The policies and procedures of the Kasson EDA may be amended by a majority vote of all Board members, provided that any such amendment shall first have been delivered to each Board member at least five days prior to the meeting at which such amendment is considered.

Applicants to open seats on the EDA Board must meet the following requirements: the applicant must live in Kasson *or* the applicant must own a business, operate a business, or work in Kasson.

An annual review of the EDA's programs, committees, and projects shall be conducted at the first EDA Board meeting of each calendar year. The EDA shall determine whether subcommittees and programs will be renewed for the year.

The fiscal year of the Authority shall coincide with the fiscal year of the City of Kasson. Checks of the Authority may be signed by members of the City of Kasson.

BUSINESS SUBSIDY CRITERIA POLICY

The following business subsidy criteria are intended to satisfy the requirements of Minnesota Statues 11K.993 through 11J.995, as amended (the "Act"). The term "City" means collectively the City of Kasson and the Kasson EDA. The term "project" means the development or property with respect to which the business subsidy is provided. The term "business subsidy" means all financial assistance deemed to be a "business subsidy" pursuant to Section 11J.993, Subdivision 3, of the Act.

CRITERIA

To broaden the tax base, encourage quality construction, develop an enhanced employment base, promote the highest and best use of the land and provide more and better services to the citizens of Kasson. It is the policy of the City of Kasson and the Kasson EDA to encourage strong, viable growth and development for the residential, commercial, and industrial areas of the city.

The City of Kasson and Kasson EDA have a broad range of powers to assist community development; including tax increment financing, tax abatement, various grant opportunities, and bonding. Therefore, when appropriate, the City and EDA will use their authority to financially participate in a project to accomplish community goals.

Financing from the City of Kasson and/or Kasson EDA is not intended as a "first dollar" investment or as a bid in competing with another City, but as a gap financing tool designed to enhance the viability of strong businesses with a sound reason to be in Kasson.

The City of Kasson or Kasson EDA's participation in a project can benefit the community by attracting development, creating employment opportunities, providing housing opportunities, and assisting in financing redevelopment to remove blight.

The City will consider and give preference to the following criteria when considering the approval of business subsides.

1. <u>But-for Test</u>. The City, in its sole discretion, will determine whether or not there is substantial likelihood that the project would not move forward without the assistance requested. It is acceptable for this test to be supported solely on the representations of the applicant. Projects that do not meet the "But-for" test will not be granted business subsidies.

2. <u>Redevelopment</u>. Projects that remove, prevent, or reduce blight or other adverse conditions of the property, thereby protecting the City's property values and the general health, safety, and welfare of the public.

3. <u>Attraction of New Business</u>. Projects that attract or retain competitive and financially strong commercial and industrial companies, which off the potential for significant growth in employment and tax base.

4. Highest and Best Land Use. The use of the business subsidy will encourage quality construction and promote the highest and best use of land, consistent with the City of Kasson Comprehensive Plan.

5. Needed Services. Projects that provide a needed service in the community, including health care, convenience, and social services.

6. Unmet Housing Needs. Projects that provide housing needs not currently available in the community.

7. Economic Feasibility. The applicant must demonstrate that they have the experience and financing necessary for the project and that the project can be completed in a timely manner.

8. Impact on City Services and Infrastructure. Projects that do not significantly and adversely increase the demand for City services.

9. Job Creation. Projects that create and/or retain jobs which pay at least the higher of the current Federal Minimum Wage or State of Minnesota Minimum Wage, plus appropriate benefits.

   Whenever the City or EDA invest public funds or agree to voluntarily forfeit tax or other revenue that benefits private development projects, those projects should create and/or retain the greatest number of Full-Time Equivalent (FTE) jobs that pay a livable wage possible for the residents of the City and the surrounding region. The City may take into account the special needs of small or growth-phase businesses with potential to create high paying jobs in the future.

10. Tax Base. Projects that will directly and indirectly increase the City's tax base and generate new property revenue.

11. Incentive for Additional Future Development. Proposed projects that are compatible with the City's overall development plans and objectives and are compatible with the neighborhood in which they will be located.

12. Compatibility with Development Plans and Neighborhood. Proposed projects that are compatible with the City's overall development plans and objectives and are compatible with the neighborhood in which they will be located.

GUIDELINES & EVALUATION

1. Construction of a project shall no commence until the appropriate City approvals have been given to the application for financing.

2. The City will evaluate each request for a business subsidy on a case-by-case basis and reserves the right to deny and application at any stage of the proceedings prior to adoption of the final approval authorizing the financing.

3. For assistance, applicant shall complete an application form and supply all additional information requested by the City.

4. The City shall be reimbursed by the Applicant for all costs incurred by the City in connection with the proposed or actual use of the financial assistance including, but not limited to, legal fees, filing fees, engineering fees, development consultation fees, administrative expenses, and/or tax increment financing consultation fees. At the time preliminary procedures are initiated, the applicant will deposit with the City and administrative fee to cover all anticipated costs to be incurred by the City in connection with the proposed project. The amount of the administrative fee will be based upon the type of financial assistance being requested.

    a. The fact that the City accepts the Applicant's deposit is not to be construed as a guarantee that the City will authorize the project that is under consideration.
    b. The City may request and receive from the Applicant additional administrative fees in an amount to be determined by the City should associated costs exceed the initial deposit.

5. At all times, procedures and policies related to the proposed or actual approval of the City's financial assistance will comply with the laws of the State.

6. All applications and supporting materials and documents shall become the property of the City and, as such, are public records.

VALUATION OF A BUSINESS SUBSIDY

The City and EDA will calculate the value of assistance provided to a business in the following manner:

1. If the subsidy is a contribution or sale of real or personal property, the amount of the subsidy will be the fair market value of the property as determined by the City, less any amount paid.

2. If the subsidy is a loan, the amount of the subsidy will be the principal amount of the loan.

3. If the subsidy is a loan guarantee, the amount of the subsidy will be the principal amount of the loan guaranteed.

4. If the subsidy takes the form of payments over time, (e.g. pay-as-you-go tax increment financing), the amount of the subsidy will be the sum of projected payments, discounted to a present value using a discount factor determined by the City.

The following are <u>not</u> business subsidies:

- any assistance provided that meets a statutory exemption as defined by the Act.

BUSINESS SUBSIDY PROGRAMS

LAND SALES

Purpose

The City of Kasson owns residential, commercial, and industrial land in the City. It is the intent of the EDA to return the lands not necessary for the operation of the City of Kasson to the private sector tax rolls through either market rate or discounted sales. Any discount from the appraised price shall be considered a subsidy and shall be required to meet the established Business Subsidy Criteria.

All commercial and/or industrial property owned by the City of Kasson shall be maintained in its highest and best condition. Vacant property shall be mowed and maintained as if it were a residential lot. Access will be maintained at all times. Municipal use of the property shall be allowed only by express authorization of the City Council upon recommendation of the EDA.

Vacant commercial or residential property shall be maintained by the City in a condition as required by the Municipal Code. In extraordinary circumstances, property may be leased to private operations or persons at either subsidized or market rates. Any subsidized leases must meet the Subsidy Criteria. Upon recommendation by the City Building Inspector that a property be demolished, the EDA Staff shall present quotes for such demolition to the City Council and, upon approval, arrange for required permits and the immediate demolition of the property.

Requirements

Their market rate or subsidized sales shall be considered, according to their ability to serve in the public interest in that:

1. The proposed purchaser has identified and committed to an immediate use of the property;
2. The proposed purchaser has evidence of ability to finance both the purchase, development, and operation of the proposed re-use of the property;
3. The proposed re-use is compatible with the Zoning Code and all other appropriate plans adopted by the City of Kasson;
4. All sales shall be considered final at closing. The EDA shall exert no future control over the property other than what is required and/or authorized in the Municipal Code for all private properties.

Staff Responsibility

The EDA staff shall be responsible for marketing city owned property to prospective buyers. This marketing shall be undertaken according to the best judgement of the staff and may include the maintenance of a complete profile of the property on the City's website.

The City Administrator shall be the initial contact for all sales of land. Any contact made to any other official or staff member of the City shall be immediately referred to the City Administrator. No other official or staff member shall have the authority or responsibility to discuss terms or conditions of sales.

Initial contacts with each potential purchaser shall include providing:

1. The property description and detailed information;
2. A request for a written offer on the property;
3. A copy of the business subsidy criteria policy, if applicable;
4. A request for documentation required by subsidy criteria policy, if applicable.

The staff shall inform the EDA Board members of all contacts at the next regularly scheduled meeting of the Authority. Updates on all contacts shall be made at each subsequent EDA meeting until, in the opinion of staff or the Board the contact is no longer viable. If a project is determined to be no longer viable, the staff shall inform the EDA of that determination and the reason for it.

Committee Responsibility

Upon notification of the contact, the President of the EDA may appoint a committee of two EDA Board members to assist the staff in the pursuit of the contact. If no such committee is appointed, the contact with the potential purchaser shall be the sole responsibility of the Staff and further action shall be at their discretion.

Upon notification by the EDA staff that all required documentation is available, the Chair shall appoint a Committee of two EDA members to assist staff in negotiating a final sale recommendation to the EDA, if a business subsidy is applicable.

EDA Authority

Upon recommendation of EDA staff and the negotiating committee, the entire EDA shall vote upon a recommendation to the City Council. This recommendation shall include:

1. A positive or negative recommendation regarding the proposed sale;
2. A proposed sale price;
3. Any conditions to be met prior to the sale.

At any time of the recommendation to City Council occurs, the responsibility of the EDA for the project ceases. Upon action on the recommendation by the City Council, the project becomes strictly a staff responsibility.

Use of Sale Proceeds

Upon the sale of any property, the proceeds, less any costs incurred by the City in executing the sale, shall be used to pay off any debts on the property; pay off any other obligations of the EDA. or; fund accounts as determined by the City Council.

REVOLVING LOAN FUND

RLF – I. INTRODUCTION – SOURCE AND PURPOSE OF FUNDS

The purpose of this policy is to provide written guidelines for the processing and award of loans under the City of Kasson Economic Development Authority (EDA) Revolving Loan Fund (RLF) Program. It is intended to be used as the procedure for the EDA to follow in the granting and administration of the RLF Program. The City of Kasson EDA maintains a RLF to assist in retaining and expanding existing businesses, assist new start-up companies, assist companies relocating to Kasson, and promote job creation or retention.

The initial capitalization for the RLF will be funded by the City of Kasson EDA. The RLF will be used primarily to provide fixed asset financing to businesses in the City of Kasson. The RLF may also be used for limited working capital financing. The form of the RLF's involvement in the financing may be as a direct loan to the business or as a guarantor to a conventional bank loan. It is the goal of Kasson's RLF to leverage its funds to the greatest extent possible. It is the intent of the RLF program to primarily use its direct loan program for fixed asset subordinated mortgage financing and its loan guarantee component for working capital loans.

The Revolving Loan Fund Program is a "gap financing" tool used to assist in the financing of business projects, in combination with local private sector financing (banks), which would otherwise lack the required funding. Non-Profits may apply for RLF assistance if certain requirements are met. Applicants must first explore opportunities to obtain funds for their projects from commercial lenders or other private sources before consideration for a RLF loan.

The Revolving Loan Fund Program is administered by the seven-member City of Kasson Economic Development Authority, subject to final approval by Kasson City Council. The following is an overview of the RLF program, general guidelines for eligibility, application guidelines, and the criteria and process for evaluation of applications.

RLF – II. GENERAL GUIDELINES

A. Applicant/Project Eligibility, Private/Equity Participation, and RLF repayment terms shall follow the City of Kasson EDA Business Subsidy Criteria Policy.

B. Applicants may be individual owners, partnerships, corporations, tenant operators, or contract for deed purchasers of any legitimate business whose primary place of business is located in Kasson (or within 2,000 feet of City boundaries). Loans are limited to one per year to any Borrower/Applicant. Lending institutions, real estate brokers, and media businesses are ineligible. While the RLF is intended to service the private sector, non-profit applicants may be considered if their project is considered beneficial to the Kasson economy, has a firm source of revenue for repayment, and other requirements are met.

C. At least sixty percent (60%) of the total project cost shall be funded privately or through a private lender, with no less than ten percent (10%) of the project provided by the businessowner/applicant in cash or owner equity. **The remaining forty percent (40%), recognized as the financing gap, may be provided by the Kasson Revolving Loan Fund.**

   If denied for conventional financing, the applicant may increase the gap financing request no greater than sixty percent (60%) the total project costs, up to $20,000.

D. All loans shall be secured by collateral adequate to safeguard the lenders. If the Kasson EDA is the sole lender, it will take a first security interest in the assets financed.

E. Following the funding of a project, periodic financial reporting, record keeping, and other similar requirements are necessary. Failure to abide by City requirements and approved plans will result in the recall of a loan at the City's request.

   a. Each loan must document job creation or retention, which is the purpose of the RLF program. The expected number of jobs to be created or retained will be contingent on the size and purpose of the loan.

F. Construction of a project shall not commence until the appropriate City approvals have been given to the application for financing.

G. Applicants for RLF funds shall complete an application form and supply all additional information requested by the EDA.

H. At all times, procedures and policies related to the proposed or actual approval of the City's financial assistance will comply with the laws of the State.

I. Applicants should not make any legally binding commitments to third parties based on the assumptions that an EDA RLF loan will be approved or issued by a specific date. The EDA will not accept responsibility for premature commitments inappropriately made by applicants.

J. All applications and supporting materials and documents shall become the property of the City and, as such, are public records. Classification of the data shall be governed by the Minnesota Data Practices Act, M.S. 13.01 et seq., and other Minnesota Statues as appropriate.

RLF – III. ELIGIBILITY, LIMITATIONS, INTEREST AND TERM

A. Interest Rate & Term policy for Revolving Loan Fund loans are as follows:

   1. For loans of less than $10,000: an interest rate of the U.S. prime rate minus 2% (no lower than 3%) for a term of five years or less;

2. For loans of $10,000 to $30,000: an interest rate of the U.S. prime rate minus 1% (no lower than 4%) for a term of 5-10 years;
3. For loans of $30,000 or greater and/or a term longer than 10 years: an interest rate equal to the U.S. prime rate (no lower than 5%).

U.S. prime rate will be determined by the rate published in the Wall Street Journal one business day prior to the loan closing date.

B. The terms of the loan shall be determined by the Kasson Economic Development Authority's Loan Review Committee as informed by the following details. Eligible uses and length of term shall be based on the useful life of assets, and the following guide:

1. Land acquisition	- Limited to 20-year financing terms
2. Building acquisition	- Limited to 20-year financing terms
3. New construction*	- Limited to 20-year financing terms
4. Building renovation*	- Limited to 15-year financing terms
5. Site improvements*	- Limited to 15-year financing terms
6. Machinery, equipment, and fixtures**	- Limited to 7-year financing terms
7. Working capital/Inventory***	- Limited to 1-year financing terms

* Owners or contractors are required to pay prevailing wages to any employees involved in construction, renovation, or site improvement work.

** The remaining effective life on equipment, machinery, and/or fixtures must be equal to, or exceed, the life of the loan, determined through IRS Publication 946.

*** Working capital loans are limited to the value for two (2) months of operating costs for the business. Inventory loans are limited to $5,000.

C. Use of RLF funds to guarantee a conventional bank loan are subject to certain limitations. The RLF may be used to guarantee up to fifty percent (50%) of outstanding principal balance for a conventional bank loan, with the amount not to exceed $10,000.

The EDA's criteria for underwriting loans resemble those used by lending institutions in business loan evaluation. The EDA has a focus on economic and community development, as such, the underwriting criteria will include considerations regarding economic impact and community benefit.

D. Ineligible uses and businesses:

1. Refinance debt
2. Pay delinquent taxes
3. Professional offices
4. Product development costs
5. Organizational costs for start-up businesses
6. Residential real estate investment
7. Gambling
8. Media businesses
9. Agricultural businesses
10. Speculative investments
11. Owner distribution

RLF – IV. APPLICATION PROCEDURE

A. Prior to any consideration, the pre-application procedure must be completed as follows:

1. The applicant must deliver the following documents to the EDA:

    a. Completed Revolving Loan Fund Preliminary Application.
    b. Release Authorization(s).
    c. The EDA does not charge any application processing or loan servicing fees. However, fees may be required from applicants if the EDA incurs any third part charges for document filing, credit checks, appraisals, or loans that require a consultant. *

    *The fact that the City accepts an applicants' fees is not to be construed as a guarantee that the City will authorize the project under consideration.

2. The EDA Loan Review Committee and EDA Staff, as an ex-officio member of the committee, will review the pre-application and provide a recommendation to the Authority and Council whether a full application should be considered, based on consideration of the proposed project in accordance with the EDA's Business Subsidy Criteria.

B. Full Application. The Applicant must provide all supplementary information and attachments as required for the RLF funds being requested, and:

1. A "but for" letter documenting the need as set forth in the *Business Subsidy Criteria Policy* section of the City of Kasson Economic Development Authority Policy and Procedures Manual.

2. The following may be requested from the Applicant, where applicable:

    a. Letter of commitment for bank/private financing;
    b. Retail or office market analysis;
    c. Property appraisal for the proposed project;
    d. Pro forma analysis; and/or,
    e. A credit check.

3. A statement addressing environmental review requirements and evidence of compliance with applicable requirements.

4. Balance of fee deposit incurred for any third part charges for document filing, credit checks, appraisals, or loans that require a consultant.

5. Building and site plans.

6. Property information, including legal description, tax parcel ID number, size of parcel(s), current market value, and estimated market value upon completion (land and improvements), and survey map showing exact boundaries of proposed development (if applicable).

7. Statement of property ownership or control (e.g. purchase agreements and contracts).

8. Historic information on the business, and a copy of the Applicants business plan.

9. Business financial statements including the past three years of profit/loss statements and balance sheets. (See RLF – II. I)

10. Resumes and personal financial statements of all principals with twenty percent (20%) or more ownership of the business. (See RLF – II. I)

11. List any other development projects the Applicant has completed. List the value, debt load, lender(s) of each project, and note whether the Applicant has ever defaulted on any loan commitment, development or redevelopment agreement, or other subsidy for any of the projects listed.

12. Any other information deemed necessary or desirable by the EDA or City Council. Should the EDA or City Council request a background check, the applicant must agree to a background check before one may be conducted.

RLF – V. APPLICATION REVIEW AND PROJECT APPROVAL

A. Preliminary Approval.

The EDA Loan Review Committee and EDA Staff, as an ex-officio member of the committee, and/or a third party will review the full application and provide a recommendation for preliminary approval to the EDA and City Council.

The EDA will make a finding based upon information presented as to whether the proposed project is consistent with the City of Kasson EDA Business Subsidy Criteria Policy and RLF guidelines outlined in this document. If deemed appropriate, the EDA/City Council may direct staff and/or consultants to prepare the required documents and agreements.

B. Final Approval.

Final approval of a RLF Loan shall occur with the approval and signing of all required documents and agreements including, but not limited to, the following:

1. Business Subsidy/Development Agreement.
2. Loan Agreement.

3. Promissory Note.
4. Collateral adequate to safeguard the RLF Loan, with the understanding that the City interest in the assets financed may be subordinate to the primary lender.
5. Personal Guarantees may be required in any project at the sole discretion of the EDA and/or City Council. Personal Guarantees may be collateralized with personal assets when appropriate.
6. Certificate of Insurance Coverage listing the City as a loss payee each year of the loan.
7. Disclosure of all Federal, State, and Local tax liens and payables from all Principals.

RLF – VI. LOAN SERVICING AND FOLLOW-UP REPORTING REQUIREMENTS

A. Loans may be closed by the EDA President/City of Kasson Finance Director. General closing procedures are as follows:

1. When the loan closing is completed and funds are disbursed, the Economic Development Staff will establish a loan servicing file to contain:
    a. All closing documents;
    b. A log of all conversations and correspondence relating to the loan; and,
    c. A master follow-up file to ensure loan monitoring functions are performed on a timely basis.

2. An Amortization Schedule including the calculation of principal and interest, and monthly payment reports will be executed at the time of the loan closing and will be forwarded to the City of Kasson Finance Department for payment collection.

B. Loan accounting will be a part of the City of Kasson Finance Department's responsibility. The Borrower or Borrowing Entity will be responsible for providing the Finance Department with loan accounting reports. The Finance Department will be responsible for collecting and maintaining evidence of ongoing compliance with any loan requirements. The EDA Staff will be responsible for collecting and maintaining evidence of ongoing compliance with respect to job creation and retention, insurance, financial reporting, and any special conditions in the initial agreement. Reports may be requested for individual loans including principal, interest, fee payments, etc.

C. Delinquency will be handled by the EDA Staff in a firm, yet flexible way, with provision for modifying or restructuring consistent with program objectives and responsible money management. Any modifications of loan terms and conditions must be requested in writing by the applicant and approved by the EDA Board.

D. Defaults will be handled on a case-by-case basis by the EDA Staff. In the event the business is in default on any of the terms and conditions of the loan agreement, all sums due and owing, including penalties, shall, at the City of Kasson EDA's option, by acceleration or otherwise, become due and payable. To exercise this option, the City of

Kasson Attorney shall prepare a written notice to the business. The notice shall specify the following:

1. The default;
2. Action(s) required to cure the default;
3. A date, not less than thirty (30) days from the date of the notice, by which the default must be secured to avoid foreclosure or other correction action(s); and,
4. Any penalties incurred as a result of the default, inability to create jobs, etc.

The City of Kasson EDA shall use its discretion in terms of when and how to collect and liquidate secured collateral.

E. Any total or partial sale, assignment, conveyance, lease or transfer with respect to the loan and security interest is not allowed without prior review and written approval by the EDA Board, which approval shall not be unreasonably withheld.

F. Compliance with Minnesota Business Subsidy Law. Each business receiving assistance with the principal amount over $75,000 from the Revolving Loan Fund shall be subject to the provisions and requirements set forth by Minnesota Business Subsidy Statute 116J.994 and the City of Kasson EDA Business Subsidy Policy. All Revolving Loan Fund Loans

RLF – VII. USE OF LOAN REPAYMENTS

The Kasson RLF is a self-replenishing fund. Interest and principal payments on previous loans will be used to issue new loans in accordance with the RLF guidelines and policies.

RLF – VIII. COVENANTS

A. Use of proceeds. The Borrower and/or business will use the proceeds of the Loan in the manner outlined by this document and stipulated in the loan closing documents. Failure to satisfy this covenant may result in Material Adverse Effect.

B. Compliance with Laws. The Borrower and/or Business will be required to maintain good standing with the States, Counties, and Cities where they exist. Failure of the Borrower and Business to maintain compliance with laws may result in Material Adverse Effect.

C. Taxes. The Borrower and/or Business are required to pay their obligations with respect to all tax liabilities, assessments, and government charges. The failure to make payment of tax liabilities, assessments, and governmental charges may result in Material Adverse Effect.

D. Job Creation and Retention. The Borrower and/or Business will be required to create and maintain the number of jobs as decided by the EDA Board and outlined in Loan Closing documents. Failure to comply with this covenant may result in Material Adverse Effect.

E. Insurance. The Borrower and/or Business will be required to maintain adequate policies for the Business and properties associated with the Business after the Loan Closing date.

F. Maintaining Records and Reporting. The Borrower and/or Business will be required to maintain and deliver records to the lender for review on an annual basis. Failure to provide adequate records and access to properties may result in Material Adverse Effect. The required documents are as follows:

   i. Taxes. A statement from a Banking Institution verifying the Borrower and/or Business have filed annual taxes.
   ii. Job Creation and Retention. The Borrower and/or Business will maintain a record of employment figures.
   iii. Insurance. The Borrower and/or Business will submit proof of insurance for the Business and properties associated with the Business.

G. Site Visit. The Borrower and/or Business will be required to allow access to, and inspections of, properties associated with the Loan by an agent of the EDA (i.e. Board Member, Staff, etc.). These site visits are to be carried out on an annual basis. Failure by the Borrower and/or Business to allow EDA access to properties associated with the Loan may result in Material Adverse Effect.

RLF – IX. DEFINITIONS

As used in this document, the following terms shall have the following meanings:

"Amortization Schedule" shall mean a complete table of periodic loan payments, showing the amount of principal and the amount of interest that comprise each payment until the loan is paid off at the end of its term.

"Assignment" shall mean the transfer of property, benefits, interests, liabilities, rights under a contract, by one party to another.

"Borrower" shall mean the approved Applicant for a Revolving Loan Fund loan.

"Business Plan" shall mean a document setting out a business's future objectives and strategies for achieving them.

"Business Subsidy" shall have the meaning assigned to such term in Minnesota Business Subsidy Law, Minnesota Statues Section 116J.993 through 116J.995.

"But-for" shall mean the analysis that determines whether a proposed project would not occur, but for the Revolving Loan Fund assistance.

"Certificate of Insurance Coverage" shall mean a certificate issued by an insurance company or broker that verifies the existence of an insurance policy held by the Borrower.

"Collateral" shall mean something pledged as security for repayment of a loan, to be forfeited in the event of a default.

"Default" shall mean the failure to fulfill the obligation to repay the loan.

"Delinquency" shall mean when the Borrower or Business, with a contractual obligation to make loan payments against the debt of the RLF loan, does not make those payments on time or in a regular, timely manner.

"Development Agreement" shall mean a voluntary contract between a local jurisdiction and a person who owns or controls property within the jurisdiction, detailing the obligations of both parties and specifying the standards and conditions that will govern development of the property.

"Economic Development Authority" shall refer to the City of Kasson Economic Development Authority (EDA), a professional and confidential agency whose goal is to help develop and support economic growth within the city of Kasson.

"Environmental Review" shall refer to the assessment of the environmental consequences of a plan or project prior to the decision to move forward with the proposed action.

"Ex-Officio" shall refer to the Economic Development Staff, who is part of the EDA by virtue of their position as an employee of the EDA.

"Financial Statement" shall refer to the formal record of the financial activities of the Borrower or Business.

"Fixed Assets" refers to assets which are purchased for long-term use and are not likely to be converted quickly into cash, such as land, buildings, and equipment.

"Gap Financing" shall refer to the sum of money lent by the City of Kasson EDA to cover the difference between secured financing and the financing needed to carry out a project.

"Guarantor" shall mean the City of Kasson EDA, which is providing the RLF Loan.

"Interest" shall mean:

a. the fee rate for the use of RLF funds, determined by the amount and length of the loan.
b. the amount of ownership a stakeholder has in a company.

"Legal Description" shall mean a geographical description of a property which identifies location, boundaries, and any existing easements on the property.

"Letter of Feasibility" shall refer to a letter which includes the background of the project and provides an assessment of the practicality of the proposed project.

"Material Adverse Effect" shall mean a material adverse change to the business, operations, property, or financial condition of the Borrower and/or Business, taken as a whole, the validity or enforceability. The Lender, or EDA, is allowed to cancel the transaction if a material adverse change occurs.

"Partnership" shall refer to a business or firm owned and run by two or more partners.

"Personal Guarantee" shall mean a promise made by an individual or entity to accept responsibility for some

"Prime Rate" shall mean the rate of interest last quoted by The Wall Street Journal as the "Prime Rate" in the U.S. or, if The Wall Street Journal ceases to quote such rate, the highest per annum interest rate published by the Federal Reserve Board.

"Principal" shall, in the context of borrowing, refer to the initial size of the loan, and/or the subsequent remaining balance.

"Principal Owner" shall mean any person or entity who, now or hereafter, directly or indirectly owns a twenty percent (20%) or greater interest in the business.

"Promissory Note" shall mean a signed document containing a written promise to pay a stated sum to a specified person or the bearer at a specified date.

"Pro Forma" shall mean an analytical projection of the potential financial position of a company based on a review of historical information, operating metrics, and potential costs associated with anticipated changes.

"Resume" shall mean a brief account of a person's education, qualifications, and previous experience.

"Revolving Loan Fund" shall mean a gap financing measure primarily used for development and expansion of small businesses. It is a self-replenishing fund, utilizing interest and principal payments on previous loans to issue new ones.

"Security Interest" refers to an enforceable legal claim or lien on collateral that has been pledged to obtain a loan.

"Subordinate Financing" is debt financing that is ranked behind that held by secured lenders in terms of the order of which the debt is repaid.

"Tax Parcel ID" shall refer to the identification number assigned by Dodge County to a certain plot of property.

"Term" refers to the length of time a borrower has to make payments on a loan.

"Underwriting" shall refer to the criteria and process of the City of Kasson EDA used to determine whether a borrower's loan application is an acceptable risk.

"Working Capital" shall mean the capital of a business which is used in its day-to-day operations.

RLF – X. PROVISION FOR AMENDMENTS

The City of Kasson Revolving Loan Fund Policies may be amended by the Kasson City Council after a public hearing on such amendment(s) and, in accordance with Minnesota Business Subsidy Law, Minnesota Statues Section 116J.993 through 116J.995, upon recommendation by the Kasson Economic Development Authority.

City of Kasson

Economic Development Authority

Policy and Procedures Manual

2020

TABLE OF CONTENTS

THE AUTHORITY **3**
KASSON ECONOMIC DEVELOPMENT AUTHORITY 3
OFFICERS 3
MEETINGS 4
MISCELLANEOUS 5

BUSINESS SUBSIDY CRITERIA POLICY **6**
CRITERIA 6
GUIDELINES & EVALUATION 7
VALUATION OF A BUSINESS SUBSIDY 8

BUSINESS SUBSIDY PROGRAMS **9**
LAND SALES 9
REVOLVING LOAN FUND 11

THE AUTHORITY

KASSON ECONOMIC DEVELOPMENT AUTHORITY

The name of the Authority shall be the "Kasson Economic Development Authority" (which may sometimes be referred to as the "EDA", "Kasson EDA", or the "Authority"), and its governing body shall be called the Kasson Economic Development Authority Board (the "EDA Board" or the "Board"). The EDA Board shall be the body responsible for the general governance of the Kasson EDA and shall conduct its official business at meetings thereof. The Kasson EDA shall consist of seven Board members, of which two members are constituted by the Mayor of Kasson and a member of the Kasson City Council.

As required by Minnesota Statutes, Section 469.097, Subdivision 1, the Authority shall use the official seal of the City of Kasson as the Authority's official seal.

The offices of the Kasson EDA shall be located at Kasson City Hall, 401 5th Street SE, Kasson MN, 55944.

OFFICERS

The officers of the Kasson EDA Board shall be a President, Vice-President, and a Secretary. The President, Vice-President, and Secretary shall be elected annually at the first meeting of each calendar year. No Board Member may be both the President and Vice-President simultaneously. The Secretary does not need to be a member of the Board.

The President shall preside at all meetings of the EDA Board. Except as otherwise authorized by resolution of the Board, the President and Secretary, (the Vice-President in the President's or Secretary's absence), shall sign all contracts, deeds, and other instruments made or executed by the Authority. At each meeting, the President shall submit such recommendations and information they consider proper concerning the business, affairs, and policies of the Authority.

The Vice-President shall perform all of the duties of the President in the absence or incapacity of the President. In the case of the resignation of the President, the Vice-President shall perform such duties as are imposed on the President until such time as the Board shall elect a new President.

The Secretary shall keep minutes of all the meetings of the Board and shall maintain all records of the Authority. The Secretary shall also have such additional duties and responsibilities as the Board may from time to time and by resolution prescribe.

The officers of the Board shall perform such other duties and functions as may from time to time be required by the board or the bylaws or rules and regulations of the Authority.

Should the office of President, Vice-President, or Secretary become vacant, the Board shall elect a successor at the next regular meeting, or at a special meeting called for such purpose, and such election shall be for the unexpired term of said officer.

The Board may from time to time employ such personnel as it deems necessary to exercise its powers, duties, and functions. The selection and compensation of such personnel shall be determined by the board.

MEETINGS

Regular meetings of the Kasson EDA shall be held on the first Tuesday of each month at 12:00 noon in the City Council Chambers at Kasson City Hall. Four members of the Board shall constitute a quorum for the purpose of conducting the business and exercising the powers of the Authority, as well as for all other purposes. If a quorum is not obtained, the meeting may be adjourned and rescheduled for a time when a quorum is obtained.

The Agenda for each EDA meeting shall be prepared and distributed by EDA staff. Agenda items, other than those standard items defined below, may be proposed by staff or any member of the Authority or City Council. If not self-explanatory, each agenda item shall be accompanied by a memorandum from the EDA staffer detailing the item, its source, and a review of the item's impact on EDA policies.

The Agenda packet for each EDA meeting shall be distributed by mail, e-mail, or by hand to the members no later than Friday prior to the meeting. All agenda items and supporting documents shall be due to staff by noon Wednesday prior to the distribution of the Agenda packet. Incomplete items shall be held until all documents are received.

Each Agenda packet shall contain the following standard items:

1. Agenda for the meeting;
2. Minutes of the previous meeting;
3. A financial report, presented on a quarterly basis, showing the fund and loan balances and payment information for the previous financial quarter.

The President of the EDA, Secretary, or any other two members of the EDA may request a special meeting of the EDA. Upon such a request, staff shall immediately contact the members to ascertain that a quorum will be present. If a quorum indicates their ability to attend, the EDA staff shall set a meeting for at least three days later and distribute the Agenda packet as soon as practicable.

An applicant or other member of the public may request a Special meeting of the EDA upon written notice. The fee for such a meeting shall be $200, payable before the meeting is called. The procedure for calling such a Special Meeting such as described in this paragraph shall be the same as if called by the President, Secretary, or any two members of the EDA.

MISCELLANEOUS

The policies and procedures of the Kasson EDA may be amended by a majority vote of all Board members, provided that any such amendment shall first have been delivered to each Board member at least five days prior to the meeting at which such amendment is considered.

Applicants to open seats on the EDA Board must meet the following requirements: the applicant must live in Kasson *or* the applicant must own a business, operate a business, or work in Kasson.

An annual review of the EDA's programs, committees, and projects shall be conducted at the first EDA Board meeting of each calendar year. The EDA shall determine whether subcommittees and programs will be renewed for the year.

The fiscal year of the Authority shall coincide with the fiscal year of the City of Kasson. Checks of the Authority may be signed by members of the City of Kasson.

BUSINESS SUBSIDY CRITERIA POLICY

The following business subsidy criteria are intended to satisfy the requirements of Minnesota Statues 11K.993 through 11J.995, as amended (the "Act"). The term "City" means collectively the City of Kasson and the Kasson EDA. The term "project" means the development or property with respect to which the business subsidy is provided. The term "business subsidy" means all financial assistance deemed to be a "business subsidy" pursuant to Section 11J.993, Subdivision 3, of the Act.

CRITERIA

To broaden the tax base, encourage quality construction, develop an enhanced employment base, promote the highest and best use of the land and provide more and better services to the citizens of Kasson. It is the policy of the City of Kasson and the Kasson EDA to encourage strong, viable growth and development for the residential, commercial, and industrial areas of the city.

The City of Kasson and Kasson EDA have a broad range of powers to assist community development; including tax increment financing, tax abatement, various grant opportunities, and bonding. Therefore, when appropriate, the City and EDA will use their authority to financially participate in a project to accomplish community goals.

Financing from the City of Kasson and/or Kasson EDA is not intended as a "first dollar" investment or as a bid in competing with another City, but as a gap financing tool designed to enhance the viability of strong businesses with a sound reason to be in Kasson.

The City of Kasson or Kasson EDA's participation in a project can benefit the community by attracting development, creating employment opportunities, providing housing opportunities, and assisting in financing redevelopment to remove blight.

The City will consider and give preference to the following criteria when considering the approval of business subsides.

1. <u>But-for Test</u>. The City, in its sole discretion, will determine whether or not there is substantial likelihood that the project would not move forward without the assistance requested. It is acceptable for this test to be supported solely on the representations of the applicant. Projects that do not meet the "But-for" test will not be granted business subsidies.

2. <u>Redevelopment</u>. Projects that remove, prevent, or reduce blight or other adverse conditions of the property, thereby protecting the City's property values and the general health, safety, and welfare of the public.

3. <u>Attraction of New Business</u>. Projects that attract or retain competitive and financially strong commercial and industrial companies, which off the potential for significant growth in employment and tax base.

4. Highest and Best Land Use. The use of the business subsidy will encourage quality construction and promote the highest and best use of land, consistent with the City of Kasson Comprehensive Plan.

5. Needed Services. Projects that provide a needed service in the community, including health care, convenience, and social services.

6. Unmet Housing Needs. Projects that provide housing needs not currently available in the community.

7. Economic Feasibility. The applicant must demonstrate that they have the experience and financing necessary for the project and that the project can be completed in a timely manner.

8. Impact on City Services and Infrastructure. Projects that do not significantly and adversely increase the demand for City services.

9. Job Creation. Projects that create and/or retain jobs which pay at least the higher of the current Federal Minimum Wage or State of Minnesota Minimum Wage, plus appropriate benefits.

   Whenever the City or EDA invest public funds or agree to voluntarily forfeit tax or other revenue that benefits private development projects, those projects should create and/or retain the greatest number of Full-Time Equivalent (FTE) jobs that pay a livable wage possible for the residents of the City and the surrounding region. The City may take into account the special needs of small or growth-phase businesses with potential to create high paying jobs in the future.

10. Tax Base. Projects that will directly and indirectly increase the City's tax base and generate new property revenue.

11. Incentive for Additional Future Development. Proposed projects that are compatible with the City's overall development plans and objectives and are compatible with the neighborhood in which they will be located.

12. Compatibility with Development Plans and Neighborhood. Proposed projects that are compatible with the City's overall development plans and objectives and are compatible with the neighborhood in which they will be located.

GUIDELINES & EVALUATION

1. Construction of a project shall no commence until the appropriate City approvals have been given to the application for financing.

2. The City will evaluate each request for a business subsidy on a case-by-case basis and reserves the right to deny and application at any stage of the proceedings prior to adoption of the final approval authorizing the financing.

3. For assistance, applicant shall complete an application form and supply all additional information requested by the City.

4. The City shall be reimbursed by the Applicant for all costs incurred by the City in connection with the proposed or actual use of the financial assistance including, but not limited to, legal fees, filing fees, engineering fees, development consultation fees, administrative expenses, and/or tax increment financing consultation fees. At the time preliminary procedures are initiated, the applicant will deposit with the City and administrative fee to cover all anticipated costs to be incurred by the City in connection with the proposed project. The amount of the administrative fee will be based upon the type of financial assistance being requested.

    a. The fact that the City accepts the Applicant's deposit is not to be construed as a guarantee that the City will authorize the project that is under consideration.
    b. The City may request and receive from the Applicant additional administrative fees in an amount to be determined by the City should associated costs exceed the initial deposit.

5. At all times, procedures and policies related to the proposed or actual approval of the City's financial assistance will comply with the laws of the State.

6. All applications and supporting materials and documents shall become the property of the City and, as such, are public records.

VALUATION OF A BUSINESS SUBSIDY

The City and EDA will calculate the value of assistance provided to a business in the following manner:

1. If the subsidy is a contribution or sale of real or personal property, the amount of the subsidy will be the fair market value of the property as determined by the City, less any amount paid.

2. If the subsidy is a loan, the amount of the subsidy will be the principal amount of the loan.

3. If the subsidy is a loan guarantee, the amount of the subsidy will be the principal amount of the loan guaranteed.

4. If the subsidy takes the form of payments over time, (e.g. pay-as-you-go tax increment financing), the amount of the subsidy will be the sum of projected payments, discounted to a present value using a discount factor determined by the City.

The following are <u>not</u> business subsidies:

- any assistance provided that meets a statutory exemption as defined by the Act.

BUSINESS SUBSIDY PROGRAMS

LAND SALES

Purpose

The City of Kasson owns residential, commercial, and industrial land in the City. It is the intent of the EDA to return the lands not necessary for the operation of the City of Kasson to the private sector tax rolls through either market rate or discounted sales. Any discount from the appraised price shall be considered a subsidy and shall be required to meet the established Business Subsidy Criteria.

All commercial and/or industrial property owned by the City of Kasson shall be maintained in its highest and best condition. Vacant property shall be mowed and maintained as if it were a residential lot. Access will be maintained at all times. Municipal use of the property shall be allowed only by express authorization of the City Council upon recommendation of the EDA.

Vacant commercial or residential property shall be maintained by the City in a condition as required by the Municipal Code. In extraordinary circumstances, property may be leased to private operations or persons at either subsidized or market rates. Any subsidized leases must meet the Subsidy Criteria. Upon recommendation by the City Building Inspector that a property be demolished, the EDA Staff shall present quotes for such demolition to the City Council and, upon approval, arrange for required permits and the immediate demolition of the property.

Requirements

Their market rate or subsidized sales shall be considered, according to their ability to serve in the public interest in that:

1. The proposed purchaser has identified and committed to an immediate use of the property;
2. The proposed purchaser has evidence of ability to finance both the purchase, development, and operation of the proposed re-use of the property;
3. The proposed re-use is compatible with the Zoning Code and all other appropriate plans adopted by the City of Kasson;
4. All sales shall be considered final at closing. The EDA shall exert no future control over the property other than what is required and/or authorized in the Municipal Code for all private properties.

Staff Responsibility

The EDA staff shall be responsible for marketing city owned property to prospective buyers. This marketing shall be undertaken according to the best judgement of the staff and may include the maintenance of a complete profile of the property on the City's website.

The City Administrator shall be the initial contact for all sales of land. Any contact made to any other official or staff member of the City shall be immediately referred to the City Administrator. No other official or staff member shall have the authority or responsibility to discuss terms or conditions of sales.

Initial contacts with each potential purchaser shall include providing:

1. The property description and detailed information;
2. A request for a written offer on the property;
3. A copy of the business subsidy criteria policy, if applicable;
4. A request for documentation required by subsidy criteria policy, if applicable.

The staff shall inform the EDA Board members of all contacts at the next regularly scheduled meeting of the Authority. Updates on all contacts shall be made at each subsequent EDA meeting until, in the opinion of staff or the Board the contact is no longer viable. If a project is determined to be no longer viable, the staff shall inform the EDA of that determination and the reason for it.

Committee Responsibility

Upon notification of the contact, the President of the EDA may appoint a committee of two EDA Board members to assist the staff in the pursuit of the contact. If no such committee is appointed, the contact with the potential purchaser shall be the sole responsibility of the Staff and further action shall be at their discretion.

Upon notification by the EDA staff that all required documentation is available, the Chair shall appoint a Committee of two EDA members to assist staff in negotiating a final sale recommendation to the EDA, if a business subsidy is applicable.

EDA Authority

Upon recommendation of EDA staff and the negotiating committee, the entire EDA shall vote upon a recommendation to the City Council. This recommendation shall include:

1. A positive or negative recommendation regarding the proposed sale;
2. A proposed sale price;
3. Any conditions to be met prior to the sale.

At any time of the recommendation to City Council occurs, the responsibility of the EDA for the project ceases. Upon action on the recommendation by the City Council, the project becomes strictly a staff responsibility.

Use of Sale Proceeds

Upon the sale of any property, the proceeds, less any costs incurred by the City in executing the sale, shall be used to pay off any debts on the property; pay off any other obligations of the EDA. or; fund accounts as determined by the City Council.

REVOLVING LOAN FUND

RLF – I. INTRODUCTION – SOURCE AND PURPOSE OF FUNDS

The purpose of this policy is to provide written guidelines for the processing and award of loans under the City of Kasson Economic Development Authority (EDA) Revolving Loan Fund (RLF) Program. It is intended to be used as the procedure for the EDA to follow in the granting and administration of the RLF Program. The City of Kasson EDA maintains a RLF to assist in retaining and expanding existing businesses, assist new start-up companies, assist companies relocating to Kasson, and promote job creation or retention.

The initial capitalization for the RLF will be funded by the City of Kasson EDA. The RLF will be used primarily to provide fixed asset financing to businesses in the City of Kasson. The RLF may also be used for limited working capital financing. The form of the RLF's involvement in the financing may be as a direct loan to the business or as a guarantor to a conventional bank loan. It is the goal of Kasson's RLF to leverage its funds to the greatest extent possible. It is the intent of the RLF program to primarily use its direct loan program for fixed asset subordinated mortgage financing and its loan guarantee component for working capital loans.

The Revolving Loan Fund Program is a "gap financing" tool used to assist in the financing of business projects, in combination with local private sector financing (banks), which would otherwise lack the required funding. Non-Profits may apply for RLF assistance if certain requirements are met. Applicants must first explore opportunities to obtain funds for their projects from commercial lenders or other private sources before consideration for a RLF loan.

The Revolving Loan Fund Program is administered by the seven-member City of Kasson Economic Development Authority, subject to final approval by Kasson City Council. The following is an overview of the RLF program, general guidelines for eligibility, application guidelines, and the criteria and process for evaluation of applications.

RLF – II. GENERAL GUIDELINES

A. Applicant/Project Eligibility, Private/Equity Participation, and RLF repayment terms shall follow the City of Kasson EDA Business Subsidy Criteria Policy.

B. Applicants may be individual owners, partnerships, corporations, tenant operators, or contract for deed purchasers of any legitimate business whose primary place of business is located in Kasson (or within 2,000 feet of City boundaries). Loans are limited to one per year to any Borrower/Applicant. Lending institutions, real estate brokers, and media businesses are ineligible. While the RLF is intended to service the private sector, non-profit applicants may be considered if their project is considered beneficial to the Kasson economy, has a firm source of revenue for repayment, and other requirements are met.

C. At least sixty percent (60%) of the total project cost shall be funded privately or through a private lender, with no less than ten percent (10%) of the project provided by the businessowner/applicant in cash or owner equity. **The remaining forty percent (40%), recognized as the financing gap, may be provided by the Kasson Revolving Loan Fund.**

   If denied for conventional financing, the applicant may increase the gap financing request no greater than sixty percent (60%) the total project costs, up to $20,000.

D. All loans shall be secured by collateral adequate to safeguard the lenders. If the Kasson EDA is the sole lender, it will take a first security interest in the assets financed.

E. Following the funding of a project, periodic financial reporting, record keeping, and other similar requirements are necessary. Failure to abide by City requirements and approved plans will result in the recall of a loan at the City's request.

   a. Each loan must document job creation or retention, which is the purpose of the RLF program. The expected number of jobs to be created or retained will be contingent on the size and purpose of the loan.

F. Construction of a project shall not commence until the appropriate City approvals have been given to the application for financing.

G. Applicants for RLF funds shall complete an application form and supply all additional information requested by the EDA.

H. At all times, procedures and policies related to the proposed or actual approval of the City's financial assistance will comply with the laws of the State.

I. Applicants should not make any legally binding commitments to third parties based on the assumptions that an EDA RLF loan will be approved or issued by a specific date. The EDA will not accept responsibility for premature commitments inappropriately made by applicants.

J. All applications and supporting materials and documents shall become the property of the City and, as such, are public records. Classification of the data shall be governed by the Minnesota Data Practices Act, M.S. 13.01 et seq., and other Minnesota Statues as appropriate.

RLF – III. ELIGIBILITY, LIMITATIONS, INTEREST AND TERM

A. Interest Rate & Term policy for Revolving Loan Fund loans are as follows:

   1. For loans of less than $10,000: an interest rate of the U.S. prime rate minus 2% (no lower than 3%) for a term of five years or less;

2. For loans of $10,000 to $30,000: an interest rate of the U.S. prime rate minus 1% (no lower than 4%) for a term of 5-10 years;
3. For loans of $30,000 or greater and/or a term longer than 10 years: an interest rate equal to the U.S. prime rate (no lower than 5%).

U.S. prime rate will be determined by the rate published in the Wall Street Journal one business day prior to the loan closing date.

B. The terms of the loan shall be determined by the Kasson Economic Development Authority's Loan Review Committee as informed by the following details. Eligible uses and length of term shall be based on the useful life of assets, and the following guide:

1. Land acquisition	- Limited to 20-year financing terms
2. Building acquisition	- Limited to 20-year financing terms
3. New construction*	- Limited to 20-year financing terms
4. Building renovation*	- Limited to 15-year financing terms
5. Site improvements*	- Limited to 15-year financing terms
6. Machinery, equipment, and fixtures**	- Limited to 7-year financing terms
7. Working capital/Inventory***	- Limited to 1-year financing terms

* Owners or contractors are required to pay prevailing wages to any employees involved in construction, renovation, or site improvement work.

** The remaining effective life on equipment, machinery, and/or fixtures must be equal to, or exceed, the life of the loan, determined through IRS Publication 946.

*** Working capital loans are limited to the value for two (2) months of operating costs for the business. Inventory loans are limited to $5,000.

C. Use of RLF funds to guarantee a conventional bank loan are subject to certain limitations. The RLF may be used to guarantee up to fifty percent (50%) of outstanding principal balance for a conventional bank loan, with the amount not to exceed $10,000.

The EDA's criteria for underwriting loans resemble those used by lending institutions in business loan evaluation. The EDA has a focus on economic and community development, as such, the underwriting criteria will include considerations regarding economic impact and community benefit.

D. Ineligible uses and businesses:

1. Refinance debt
2. Pay delinquent taxes
3. Professional offices
4. Product development costs
5. Organizational costs for start-up businesses
6. Residential real estate investment
7. Gambling
8. Media businesses
9. Agricultural businesses
10. Speculative investments
11. Owner distribution

RLF – IV. APPLICATION PROCEDURE

A. Prior to any consideration, the pre-application procedure must be completed as follows:

1. The applicant must deliver the following documents to the EDA:

    a. Completed Revolving Loan Fund Preliminary Application.
    b. Release Authorization(s).
    c. The EDA does not charge any application processing or loan servicing fees. However, fees may be required from applicants if the EDA incurs any third part charges for document filing, credit checks, appraisals, or loans that require a consultant. *

    *The fact that the City accepts an applicants' fees is not to be construed as a guarantee that the City will authorize the project under consideration.

2. The EDA Loan Review Committee and EDA Staff, as an ex-officio member of the committee, will review the pre-application and provide a recommendation to the Authority and Council whether a full application should be considered, based on consideration of the proposed project in accordance with the EDA's Business Subsidy Criteria.

B. Full Application. The Applicant must provide all supplementary information and attachments as required for the RLF funds being requested, and:

1. A "but for" letter documenting the need as set forth in the *Business Subsidy Criteria Policy* section of the City of Kasson Economic Development Authority Policy and Procedures Manual.

2. The following may be requested from the Applicant, where applicable:

    a. Letter of commitment for bank/private financing;
    b. Retail or office market analysis;
    c. Property appraisal for the proposed project;
    d. Pro forma analysis; and/or,
    e. A credit check.

3. A statement addressing environmental review requirements and evidence of compliance with applicable requirements.

4. Balance of fee deposit incurred for any third part charges for document filing, credit checks, appraisals, or loans that require a consultant.

5. Building and site plans.

6. Property information, including legal description, tax parcel ID number, size of parcel(s), current market value, and estimated market value upon completion (land and improvements), and survey map showing exact boundaries of proposed development (if applicable).

7. Statement of property ownership or control (e.g. purchase agreements and contracts).

8. Historic information on the business, and a copy of the Applicants business plan.

9. Business financial statements including the past three years of profit/loss statements and balance sheets. (See RLF – II. I)

10. Resumes and personal financial statements of all principals with twenty percent (20%) or more ownership of the business. (See RLF – II. I)

11. List any other development projects the Applicant has completed. List the value, debt load, lender(s) of each project, and note whether the Applicant has ever defaulted on any loan commitment, development or redevelopment agreement, or other subsidy for any of the projects listed.

12. Any other information deemed necessary or desirable by the EDA or City Council. Should the EDA or City Council request a background check, the applicant must agree to a background check before one may be conducted.

RLF – V. APPLICATION REVIEW AND PROJECT APPROVAL

A. Preliminary Approval.

The EDA Loan Review Committee and EDA Staff, as an ex-officio member of the committee, and/or a third party will review the full application and provide a recommendation for preliminary approval to the EDA and City Council.

The EDA will make a finding based upon information presented as to whether the proposed project is consistent with the City of Kasson EDA Business Subsidy Criteria Policy and RLF guidelines outlined in this document. If deemed appropriate, the EDA/City Council may direct staff and/or consultants to prepare the required documents and agreements.

B. Final Approval.

Final approval of a RLF Loan shall occur with the approval and signing of all required documents and agreements including, but not limited to, the following:

1. Business Subsidy/Development Agreement.
2. Loan Agreement.

3. Promissory Note.
4. Collateral adequate to safeguard the RLF Loan, with the understanding that the City interest in the assets financed may be subordinate to the primary lender.
5. Personal Guarantees may be required in any project at the sole discretion of the EDA and/or City Council. Personal Guarantees may be collateralized with personal assets when appropriate.
6. Certificate of Insurance Coverage listing the City as a loss payee each year of the loan.
7. Disclosure of all Federal, State, and Local tax liens and payables from all Principals.

RLF – VI. LOAN SERVICING AND FOLLOW-UP REPORTING REQUIREMENTS

A. Loans may be closed by the EDA President/City of Kasson Finance Director. General closing procedures are as follows:

    1. When the loan closing is completed and funds are disbursed, the Economic Development Staff will establish a loan servicing file to contain:
        a. All closing documents;
        b. A log of all conversations and correspondence relating to the loan; and,
        c. A master follow-up file to ensure loan monitoring functions are performed on a timely basis.

    2. An Amortization Schedule including the calculation of principal and interest, and monthly payment reports will be executed at the time of the loan closing and will be forwarded to the City of Kasson Finance Department for payment collection.

B. Loan accounting will be a part of the City of Kasson Finance Department's responsibility. The Borrower or Borrowing Entity will be responsible for providing the Finance Department with loan accounting reports. The Finance Department will be responsible for collecting and maintaining evidence of ongoing compliance with any loan requirements. The EDA Staff will be responsible for collecting and maintaining evidence of ongoing compliance with respect to job creation and retention, insurance, financial reporting, and any special conditions in the initial agreement. Reports may be requested for individual loans including principal, interest, fee payments, etc.

C. Delinquency will be handled by the EDA Staff in a firm, yet flexible way, with provision for modifying or restructuring consistent with program objectives and responsible money management. Any modifications of loan terms and conditions must be requested in writing by the applicant and approved by the EDA Board.

D. Defaults will be handled on a case-by-case basis by the EDA Staff. In the event the business is in default on any of the terms and conditions of the loan agreement, all sums due and owing, including penalties, shall, at the City of Kasson EDA's option, by acceleration or otherwise, become due and payable. To exercise this option, the City of

Kasson Attorney shall prepare a written notice to the business. The notice shall specify the following:

1. The default;
2. Action(s) required to cure the default;
3. A date, not less than thirty (30) days from the date of the notice, by which the default must be secured to avoid foreclosure or other correction action(s); and,
4. Any penalties incurred as a result of the default, inability to create jobs, etc.

The City of Kasson EDA shall use its discretion in terms of when and how to collect and liquidate secured collateral.

E. Any total or partial sale, assignment, conveyance, lease or transfer with respect to the loan and security interest is not allowed without prior review and written approval by the EDA Board, which approval shall not be unreasonably withheld.

F. Compliance with Minnesota Business Subsidy Law. Each business receiving assistance with the principal amount over $75,000 from the Revolving Loan Fund shall be subject to the provisions and requirements set forth by Minnesota Business Subsidy Statute 116J.994 and the City of Kasson EDA Business Subsidy Policy. All Revolving Loan Fund Loans

RLF – VII. USE OF LOAN REPAYMENTS

The Kasson RLF is a self-replenishing fund. Interest and principal payments on previous loans will be used to issue new loans in accordance with the RLF guidelines and policies.

RLF – VIII. COVENANTS

A. Use of proceeds. The Borrower and/or business will use the proceeds of the Loan in the manner outlined by this document and stipulated in the loan closing documents. Failure to satisfy this covenant may result in Material Adverse Effect.

B. Compliance with Laws. The Borrower and/or Business will be required to maintain good standing with the States, Counties, and Cities where they exist. Failure of the Borrower and Business to maintain compliance with laws may result in Material Adverse Effect.

C. Taxes. The Borrower and/or Business are required to pay their obligations with respect to all tax liabilities, assessments, and government charges. The failure to make payment of tax liabilities, assessments, and governmental charges may result in Material Adverse Effect.

D. Job Creation and Retention. The Borrower and/or Business will be required to create and maintain the number of jobs as decided by the EDA Board and outlined in Loan Closing documents. Failure to comply with this covenant may result in Material Adverse Effect.

E. Insurance. The Borrower and/or Business will be required to maintain adequate policies for the Business and properties associated with the Business after the Loan Closing date.

F. Maintaining Records and Reporting. The Borrower and/or Business will be required to maintain and deliver records to the lender for review on an annual basis. Failure to provide adequate records and access to properties may result in Material Adverse Effect. The required documents are as follows:
   i. Taxes. A statement from a Banking Institution verifying the Borrower and/or Business have filed annual taxes.
   ii. Job Creation and Retention. The Borrower and/or Business will maintain a record of employment figures.
   iii. Insurance. The Borrower and/or Business will submit proof of insurance for the Business and properties associated with the Business.

G. Site Visit. The Borrower and/or Business will be required to allow access to, and inspections of, properties associated with the Loan by an agent of the EDA (i.e. Board Member, Staff, etc.). These site visits are to be carried out on an annual basis. Failure by the Borrower and/or Business to allow EDA access to properties associated with the Loan may result in Material Adverse Effect.

RLF – IX. DEFINITIONS

As used in this document, the following terms shall have the following meanings:

"Amortization Schedule" shall mean a complete table of periodic loan payments, showing the amount of principal and the amount of interest that comprise each payment until the loan is paid off at the end of its term.

"Assignment" shall mean the transfer of property, benefits, interests, liabilities, rights under a contract, by one party to another.

"Borrower" shall mean the approved Applicant for a Revolving Loan Fund loan.

"Business Plan" shall mean a document setting out a business's future objectives and strategies for achieving them.

"Business Subsidy" shall have the meaning assigned to such term in Minnesota Business Subsidy Law, Minnesota Statues Section 116J.993 through 116J.995.

"But-for" shall mean the analysis that determines whether a proposed project would not occur, but for the Revolving Loan Fund assistance.

"Certificate of Insurance Coverage" shall mean a certificate issued by an insurance company or broker that verifies the existence of an insurance policy held by the Borrower.

"Collateral" shall mean something pledged as security for repayment of a loan, to be forfeited in the event of a default.

"Default" shall mean the failure to fulfill the obligation to repay the loan.

"Delinquency" shall mean when the Borrower or Business, with a contractual obligation to make loan payments against the debt of the RLF loan, does not make those payments on time or in a regular, timely manner.

"Development Agreement" shall mean a voluntary contract between a local jurisdiction and a person who owns or controls property within the jurisdiction, detailing the obligations of both parties and specifying the standards and conditions that will govern development of the property.

"Economic Development Authority" shall refer to the City of Kasson Economic Development Authority (EDA), a professional and confidential agency whose goal is to help develop and support economic growth within the city of Kasson.

"Environmental Review" shall refer to the assessment of the environmental consequences of a plan or project prior to the decision to move forward with the proposed action.

"Ex-Officio" shall refer to the Economic Development Staff, who is part of the EDA by virtue of their position as an employee of the EDA.

"Financial Statement" shall refer to the formal record of the financial activities of the Borrower or Business.

"Fixed Assets" refers to assets which are purchased for long-term use and are not likely to be converted quickly into cash, such as land, buildings, and equipment.

"Gap Financing" shall refer to the sum of money lent by the City of Kasson EDA to cover the difference between secured financing and the financing needed to carry out a project.

"Guarantor" shall mean the City of Kasson EDA, which is providing the RLF Loan.

"Interest" shall mean:

a. the fee rate for the use of RLF funds, determined by the amount and length of the loan.
b. the amount of ownership a stakeholder has in a company.

"Legal Description" shall mean a geographical description of a property which identifies location, boundaries, and any existing easements on the property.

"Letter of Feasibility" shall refer to a letter which includes the background of the project and provides an assessment of the practicality of the proposed project.

"Material Adverse Effect" shall mean a material adverse change to the business, operations, property, or financial condition of the Borrower and/or Business, taken as a whole, the validity or enforceability. The Lender, or EDA, is allowed to cancel the transaction if a material adverse change occurs.

"Partnership" shall refer to a business or firm owned and run by two or more partners.

"Personal Guarantee" shall mean a promise made by an individual or entity to accept responsibility for some

"Prime Rate" shall mean the rate of interest last quoted by The Wall Street Journal as the "Prime Rate" in the U.S. or, if The Wall Street Journal ceases to quote such rate, the highest per annum interest rate published by the Federal Reserve Board.

"Principal" shall, in the context of borrowing, refer to the initial size of the loan, and/or the subsequent remaining balance.

"Principal Owner" shall mean any person or entity who, now or hereafter, directly or indirectly owns a twenty percent (20%) or greater interest in the business.

"Promissory Note" shall mean a signed document containing a written promise to pay a stated sum to a specified person or the bearer at a specified date.

"Pro Forma" shall mean an analytical projection of the potential financial position of a company based on a review of historical information, operating metrics, and potential costs associated with anticipated changes.

"Resume" shall mean a brief account of a person's education, qualifications, and previous experience.

"Revolving Loan Fund" shall mean a gap financing measure primarily used for development and expansion of small businesses. It is a self-replenishing fund, utilizing interest and principal payments on previous loans to issue new ones.

"Security Interest" refers to an enforceable legal claim or lien on collateral that has been pledged to obtain a loan.

"Subordinate Financing" is debt financing that is ranked behind that held by secured lenders in terms of the order of which the debt is repaid.

"Tax Parcel ID" shall refer to the identification number assigned by Dodge County to a certain plot of property.

"Term" refers to the length of time a borrower has to make payments on a loan.

"Underwriting" shall refer to the criteria and process of the City of Kasson EDA used to determine whether a borrower's loan application is an acceptable risk.

"Working Capital" shall mean the capital of a business which is used in its day-to-day operations.

RLF – X. PROVISION FOR AMENDMENTS

The City of Kasson Revolving Loan Fund Policies may be amended by the Kasson City Council after a public hearing on such amendment(s) and, in accordance with Minnesota Business Subsidy Law, Minnesota Statues Section 116J.993 through 116J.995, upon recommendation by the Kasson Economic Development Authority.

RESOLUTION #3.X-20

A Resolution Supporting Infrastructure Accountability

WHEREAS, populations in Minnesota cities are growing statewide; and

WHEREAS, the development and construction associated with that growth are driving the need for road improvements, street oversizing, street redesign, and street reconstruction; and

WHEREAS, municipal statutory authority appropriately exists for fees to support added need for parks, sewer, and water; and

WHEREAS, this municipal authority does not exist for infrastructure development fees; and

WHEREAS, city streets are one of the four major types of infrastructure local government is responsible to provide to protect public safety and health, and city streets represent a separate but integral piece of the network of roads supporting movement of people and goods; and

WHEREAS, existing funding mechanisms, such as Municipal State Aid (MSA), property taxes, and special assessments have limited applications, leaving cities under-equipped to address growing needs; and

WHEREAS, neighborhood streets are constructed according to city standards by developers; and

WHEREAS, funding sources for larger streets and intersections to support new developments have historically come from infrastructure development fees; and

WHEREAS, the Minnesota Supreme Court found in *Harstad v. City of Woodbury* that no statutory authority existed for these infrastructure development fees; and

WHEREAS, cities should not be forced to make current residents and businesses pay for costs of growth through local taxes but rather by those that are responsible for the growth; and

WHEREAS, cities are finding it difficult to develop adequate funding systems to support needed infrastructure development related to growth while complying with existing state statutes; and

WHEREAS, cities need flexible policies and greater resources in order to meet growing demands for street improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KASSON that this Council supports legislation that would authorize cities to collect infrastructure development fees to fund municipal street improvements as a necessary component of growth.

ADOPTED by the Kasson City Council this 11th day of March, 2020.

_____

Mayor Chris McKern

ATTEST:

_____

Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member XX and duly seconded by Council Member XX. Upon a vote being taken, the following members voted in favor thereof: --. Those against same: --.

City of Kasson

We're Ready For You!

To: City Council
Date: 03/11/20
Re: Resolution Supporting Infrastructure Accountability

When a new subdivision proposal is presented to a city by a developer, city officials consider how that development will connect with the rest of the community through new city streets, or how the added capacity will impact existing city streets. Many cities plan street work years in advance, and new development creates additional demand. However, legal interpretation of current law does not allow for cities to collect fees from developers to help pay for these future investments.

The League is urging city councils to adopt a resolution providing clarity after the Minnesota Supreme Court's decision in Harstad v. City of Woodbury, where the court found there was no existing statutory authority to collect fees for future infrastructure improvements when approving residential development. This resolution supports legislation that would authorize cities to collect infrastructure development fees to fund municipal street improvements as a necessary component of growth. Growing cities have tried to address infrastructure needs resulting from residential development after the Harstad decision. Unfortunately, these efforts have been met with litigation. It seems apparent that some sort of action is necessary to help support the current infrastructure when additional inputs are added to the system.

CITY OF KASSON

ORDINANCE #875

AMENDING ORDINANCE #53

AN ORDINANCE AMENDING THE KASSON MUNICIPAL CODE, SECTION 53.068(B), 53.106 (D), 53.122, 53.123. 53.124

THE CITY OF KASSON DOES HEREBY ORDAIN THAT:

§ 53.068 CONNECTION WITH SEWER FOR PURPOSE OF DRAINING ROOFS, UNDERGROUND DRAINS AND THE LIKE.

(A) No person shall directly or indirectly connect with or make use of, in any manner or nature, the public sanitary sewer of the city for the purpose of draining roof drains, underground drains or wastewater of any nature.

(B) (1) Any person who violates this section by directly or indirectly connecting with the sanitary sewer system will have upon notice from the city ~~30 days~~ 90 days to disconnect or discontinue the direct or indirect use into the sanitary sewer.

(2) If, at the end of the ~~30 days~~ 90 days, the connection is not terminated, disconnected or discontinued, the City Superintendent shall disconnect, discontinue or terminate in any manner necessary the unlawful use of the sanitary sewer, at the expense of the owner of the real estate. The cost and expense of the removal shall be assessed against and shall be a lien upon the property.

Comment [BK1]: Changed to 90 days just be consistent with sump ordinance.

(C) Any removal of a direct or indirect hookup performed by the City Superintendent pursuant to this section shall be reported to City Council indicating the property where the removal took place and the cost and expenses incurred because of the removal.

(D) Any levy and assessment upon and against property pursuant to this section shall be done in accordance with the rules and regulations governing assessments by the city.

(Prior Code, § 23-40) (Ord. 431, passed - -; Ord. passed 8-16-1971; Ord. 759, passed - -) Penalty, see § 53.999

SUMP PUMP REQUIREMENTS

§ 53.106 SUMP PUMP DISCHARGE.

(A) Dwellings, buildings and structures may use a permanently installed sump pump and discharge line to the outside to prevent the inflow infiltration of clear water into the sanitary sewer, except as provided herein.

(B) A permanent installation shall provide for year-round discharge capability, to the outside of the building, connected to a storm sewer or discharged through the curb to the street.

(C) The discharge line from the sump pump shall be of rigid construction without valves or quick connection for altering the path of the discharge.

(D) No discharge shall direct so as to impact neighboring properties or any city street, sidewalk or right-of-way. The City may allow installation of a locked "winter/summer" valve in individual circumstances to abate nuisance icing where no subdrain/storm sewer and other reasonable alternative exists, only with review and express permission of the City.

Comment [BK2]: Added. Allows valving with permission.

(Prior Code, § 23-62) (Ord. 817, passed - -) Penalty, see § 53.999

§ 52.107 SUMP PUMP AND DRAIN TILE SYSTEM.

A drain tile, sump basket, pump, electrical receptacle and pipe connection to the outside may

be installed in any existing building and new buildings within the city, provided the design and installation complies with the provisions of this section and passes inspection by the Building Official.
(Prior Code, § 23-63) (Ord. 817, passed - -)

DISCHARGE OF SURFACE WATERS PROHIBITED

§ 53.122 SUMP PUMP.

Sump pumps shall have a discharge system installed to the outside wall of the building. The pipe attachment shall be a permanent fitting such as PVC pipe with glued fittings. The discharge shall extend at least three feet outside of the foundation wall. When a sump pit exists in any building, it shall have a pump installed: no empty pits shall be permitted.
(Prior Code, § 23-73) (Ord. 817, passed - -) Penalty, see § 53.999

Comment [BK3]: Added. This for enforcement. Prevents ppl from just removing sump pump to become compliant.

§ 53.123 INSPECTION.

Every person owning improved real estate that discharges into the city's sanitary sewer system shall allow the city employees, or their designees, to inspect the buildings to confirm that there is no sump pump or other prohibited discharge into the sanitary sewer system. Any person refusing to allow his or her property to be inspected shall immediately become subject to the surcharge hereinafter provided for. The owner of any such property may meet the requirements of this section by contracting with a licensed plumber who is authorized to do business in the city to perform such inspection. Such plumber shall inspect the owner's property and shall complete, sign and return an inspection form to the City, documenting the results of the inspections. The inspection form shall be furnished to the property owner or licensed plumber upon request. All costs associated with an inspection by a licensed plumber retained by the property owner under this section shall be the responsibility of the property owner.

Comment [BK4]: Added. Right to hire private plumber

The owner of any improved real estate shall have a period of thirty (30) days from the date the city sends a written notice to the owner requesting admittance to the owner's property for an inspection, to either allow a city inspection of the property, or to contract with a licensed plumber to perform the inspection, and notify the city of the results thereof. Such inspection, whether performed by the city inspection, or by the licensed plumber hired by the property owner, shall be completed within said thirty (30) day period. Upon completion of city inspection of a property, or upon the city's receipt of an inspection form from the licensed plumber hired by the owner of the property, if the city shall determine whether any such property is improperly discharging storm water into city sanitary sewer system, then the owner shall have a period of ninety (90) days from the date the city sends such written notice to the owner, to obtain a plumbing permit, and to disconnect owner's sump pump or other prohibited discharge into the city sanitary sewer system and to request-reinspection, certifying that all work necessary to disconnect the owner's sump pump or other prohibited discharge from said property into the city sanitary sewer system has ben completed. All work that is necessary to comply with the provisions of this division which requires the insurance of any plumbing, building, or other permit under this code shall be inspected by the city.
(Prior Code, § 23-74) (Ord. 817, passed - -) Penalty, see § 53.999

Comment [BK5]: Added. Timeline.

§ 53.124 SURCHARGE.

A surcharge in an amount to be determined by City Council is hereby imposed and shall be added to every sewer billing ~~mailed on and after 11-1-2007~~, to property owners who are not in compliance with this section, and to property owners who have refused entry to city employees, or their designees, to determine compliance. Said surcharge shall commence on the first day of the month following the expiration of the thirty (30) day period set forth for inspection, or the

ninety (90) day period set forth for correction of deficiencies, as applicable, when either the property owner has failed to timely allow city inspection or has failed to timely correct any illegal connections to the city sanitary sewer system. The surcharge shall be added every month, until the property is in compliance. The imposition of the surcharge shall, in no way, limit the right of the city to seek relief under § 53.068 or to seek an injunction in District Court ordering the property owner to discontinue the nonconforming connection to the sanitary sewer system or from pursuing other legal remedies available. This monthly surcharge is intended to offset the added cost to the city associated with having the city wastewater collection, conveyance and treatment systems process clear or clean water (Inflow/Infiltration) unnecessarily, when the status of the property owner's connection or non-connection to the city sanitary sewer system cannot be ascertained, or when the owner has failed to timely disconnect any discharge of storm water to the city sanitary sewer system.
(Prior Code, § 23-75) (Ord. 817, passed - -; Ord. 824, passed - -)

Comment [BK6]: Added. Surcharge timeline.

Comment [BK7]: Added. Surcharge is for added treatment costs.

Passed by the City Council of Kasson, Minnesota this 11th day of March, 2020.

_____

Mayor Chris McKern

Attested:

_____

City Clerk, Linda Rappe

The motion for the adoption of the foregoing ordinance was made by Council Member -- and duly seconded by Council Member --. Upon a vote being taken, the following members voted in favor there of --. Those against same: --.

Published ----, 2020

To: City Council
Date: 03/11/20

Agenda Heading: City Administrator's Report

"If we had no winter, the spring would not be so pleasant; if we did not sometimes taste of adversity, prosperity would not be so welcome." **~Anne Bradstreet**

- **<u>Legislation Would Preempt City Authority Over Development.</u>** Several Senate bills would limit city decision-making authority for planning, zoning, permitting, and inspections of new development. SF 3793 (Sen. Mark Koran, R-North Branch), is a bill that would change the basis for building permit fees from construction value (the estimated cost of labor and materials) to cost per square foot. The bill would also require posting of the city's fee schedule for permits and inspections on the city's website, providing a copy of it by mail if requested, and keeping it for review at City Hall. SF 3795 (Sen. Rich Draheim, R-Madison Lake), is a bill that would change the annual reporting requirements for construction and development-related fees. It would require cities that collect over $7,000 in construction and development-related fees to report to the state the costs for labor, transportation, office space, and any other expenses incurred as a result of conducting inspections. The Department of Labor and Industry would be required to include a list of common definitions for all fees collected. Finally, SF 3886 (Sen. Draheim), is a bill that would:

  - Require that the 60-day rule apply to building permits.
  - Prohibit municipalities from requiring a planned unit development (PUD) agreement if the proposed residential development complies with existing zoning ordinances, subdivision regulation, or qualifies as a conditional use.
  - Prohibit PUD conditions from exceeding State Building Code requirements.
  - Prohibit conditioning approval of a building permit, subdivision development, or PUD on the use of specific materials, design, amenities, or other aesthetic conditions not required by the State Building Code.
  - Prohibit cities from requiring more than one garage for single-family dwellings.
  - Require municipalities and counties to allow temporary family health care dwellings.
  - Encourage municipalities to facilitate development of unsubsidized affordable housing into their comprehensive plan, which could include smaller lot sizes for single-family homes, allow duplexes through fourplexes on lots that would otherwise be zoned only for single-family houses, and allow mixed-used development.

In the fullness of time, I don't believe many or any of these will become law, however I will be watching the situation very closely. Changes like these would have a big impact on Kasson.

- **Compensatory time**. With the finalization of the Union contracts, the Personnel Committee informed me that they believe the situation regarding Comp time has grown out of proportion with the total number of hours worked. They instructed me to move to restrain excessive comp time accumulations. This seems well within the authority of the employer and is noted in our contracts. I have informed the Department Heads that going forward employee comp time accumulation should be monitored very closely. This has not proven to be very well received by staff and I have had a number of concerns brought to me. I will continue to review the situation, and will likely require more guidance from the Personnel Committee. Please let me know if you have any questions or apprehensions.

- **Presidential Primary Results**. MN held its first presidential primary in 3 decades last week. Overall turnout was low, most constituencies averaged around 10% and Kasson was no different. The election was held at the high school however it featured a new site this year, being in the south gym. Feedback from judges will be taken into account as we make changes for November where we expect much higher turnout. Traffic and parking are 2 of the biggest hurdles to overcome. Linda will be coordinating with Dodge County for any additional trainings that need to be offered. Please let me know if you have any questions.

- **State Budget Forecast: Little Change Despite Recent Economic Uncertainties**. Minnesota Management and Budget released the state budget forecast on Feb. 27 that will guide legislators for the balance of the 2020 legislative session. According to the report, the state will end this current biennium on June 30, 2021 with a positive budgetary balance of $1.513 billion, up from $1.332 billion in the forecast released last November. Based on the forecast, the governor will likely release a set of supplemental budget recommendations in early March. The Legislature will also review the forecast details and the House and Senate will develop their respective revenue and spending adjustments for the remaining 16 months of the state's biennium. Frankly, I think it would be prudent to put most of this in the state reserve account to insulate against declines, but at least for the present the LGA and MSA dollars seem secure.

- **Sewer CCTV bids.** Last week we received the bids of a number of companies. They are included in your Council packets for review. Fortunately, several of the bids were below the engineers estimate. Hopefully, this work will give us an idea of what are the worst trouble spots. There was one bid received after the opening and staff chose to disregard that option because of the circumstances. This work is part of the larger stormwater mitigation efforts that Brandon is detailing tonight and includes the large-scale laterals inspections and the Sump pump ordinance updates.

- **Final 2020 Property Tax Levy Data Released**. Total property taxes levied by local governments and the state increased by 4.6% over 2019 levies. For cities, the preliminary increase proposed by cities last September included a 7.5% increase over 2019 certified levels. The proposed increase was reduced to 6.1% when the final levies were certified in December. For counties, the final 2020 levy increase over 2019 levels was 4.5% while schools increased their property tax levies by 6.4% and towns increased their levies by 4%. Later this year the Council will have an opportunity to identify areas it sees as focus points for 2021 spending. My hope would be to target a more average levy increase for next year, one that is in line with the growth of the community.

  FYI: City Auditors completed their fieldwork last week; they plan on presenting April 8th. Big thanks to Nancy for her long hours in getting this ready to go!

Meetings and Events Attended

February 26	Meeting with Dean Schutte-16th Street Extension
	Staff Planning Meeting/City Attorney
February 27	Department Head Meeting
	Little Subdivision water mitigation meeting
February 28	WSB introduction meeting
March 3	Presidential Primary-meet with staff
	EDA Board
March 4	County GIS meeting
	Phil Hoey-Shopko Building
March 5	City Engineer
	CCTV Bid Opening
	Staff Updates
March 6	Presidential Canvass
March 9	I/I rollout meeting
	Planning Services Options/South Central Coop
	Planning Commission
March 10	City of Byron-Mary Blair
	Employee Review
	Library Board
March 11	Chamber of Commerce
	City Council

CITY OF KASSON
RESOLUTION #3.x-20

A RESOLUTION AWARDING AND APPROVING
LITTLE SUBDIVISION DRAINAGEWAY RESTORATION

WHEREAS, the City Council of the City of Kasson solicited, received and opened quotes for Little Subdivision Drainageway Restoration. on March 10, 2020; and,

WHEREAS, quotes received by the City of Kasson must be acted upon within 30 days of opening; and,

WHEREAS, the bids received for the project are favorable.

BID RESULTS AND A REVISED RESOLUTION WILL BE AVAILABLE AT THE COUNCIL MEETING

	$
	$
	$
	$
	$

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kasson that the low bid submitted by Contractor. in the amount of $00,000.00 for Little Subdivision Drainageway Restoration is hereby approved.

Adopted by the Kasson City Council this 11th day of March 2020.

_____
Mayor Chris McKern

ATTEST:

_____
Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member _____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof: _____. Those against same: ____

WHKS & Co.

WHKS Job #8897 CCTV Inspection of Sanitary Sewer Kasson, MN			Hydro-Klean 333 NW 49th Place Des Moines, IA 50313		Vortec Hydro Vac Inc 17210 Adelmann St SE, PO Box 486 Prior Lake, MN 55372		Diversified Infrastructure Services, Inc. 46 South Rolling Meadows Drive Fond du Lac, WI 54937		National Power Rodding Corporation 2500 West Arthington Street Chicago, IL 60612	
ALTERNATE A										
ITEM	QUANTITY		UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
Mobilization and Traffic Control	1	LS	$4,800.00	$4,800.00	$500.00	$500.00	$10,200.00	$10,200.00	$15,000.00	$15,000.00
Heavy Clean	120	HR	$225.00	$27,000.00	$295.00	$35,400.00	$247.00	$29,640.00	$500.00	$60,000.00
Root Cutting	15,000	LF	$0.75	$11,250.00	$3.25	$48,750.00	$1.75	$26,250.00	$0.25	$3,750.00
Final Project Reports	1.00	LS	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$33,600.00	$33,600.00	$1,500.00	$1,500.00
6-inch CCTV	1,000	LF	$1.08	$1,080.00	$1.14	$1,140.00	$2.25	$2,250.00	$1.00	$1,000.00
8-inch CCTV	131,043	LF	$1.08	$141,526.44	$1.14	$149,389.02	$1.15	$150,699.45	$1.75	$229,325.25
10-inch CCTV	2,230	LF	$1.08	$2,408.40	$1.14	$2,542.20	$1.25	$2,787.50	$1.50	$3,345.00
12-inch CCTV	13,434	LF	$1.08	$14,508.72	$1.14	$15,314.76	$1.45	$19,479.30	$2.25	$30,226.50
15-inch CCTV	7,786	LF	$1.25	$9,732.50	$1.14	$8,876.04	$1.45	$11,289.70	$2.25	$17,518.50
18-inch CCTV	7,856	LF	$1.25	$9,820.00	$1.14	$8,955.84	$1.45	$11,391.20	$4.00	$31,424.00
24-inch CCTV	224	LF	$2.25	$504.00	$1.14	$255.36	$4.00	$896.00	$2.00	$448.00
Total Alternate A				$223,630.06		$272,123.22		$298,483.15		$393,537.25

CCTV Inspection of Sanitary Sewer Kasson, MN			Hydro-Klean 333 NW 49th Place Des Moines, IA 50313		Vortec Hydro Vac Inc 17210 Adelmann St SE, PO Box 486 Prior Lake, MN 55372		Diversified Infrastructure Services, Inc. 46 South Rolling Meadows Drive Fond du Lac, WI 54937		National Power Rodding Corporation 2500 West Arthington Street Chicago, IL 60612	
ALTERNATE B										
ITEM	QUANTITY		UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
Mobilization and Traffic Control	1	LS	$4,800.00	$4,800.00	$500.00	$500.00	$10,200.00	$10,200.00	$25,000.00	$25,000.00
Heavy Clean	120	HR	$225.00	$27,000.00	$295.00	$35,400.00	$247.00	$29,640.00	$650.00	$78,000.00
Root Cutting	15,000	LF	$0.75	$11,250.00	$3.25	$48,750.00	$1.75	$26,250.00	$1.00	$15,000.00
Final Project Reports	1.00	LS	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$33,600.00	$33,600.00	$5,000.00	$5,000.00
6-inch CCTV	1,000	LF	$0.98	$980.00	$1.13	$1,130.00	$2.25	$2,250.00	$2.00	$2,000.00
8-inch CCTV	131,043	LF	$0.98	$128,422.14	$1.13	$148,078.59	$1.15	$150,699.45	$2.00	$262,086.00
10-inch CCTV	2,230	LF	$0.98	$2,185.40	$1.13	$2,519.90	$1.25	$2,787.50	$3.00	$6,690.00
12-inch CCTV	13,434	LF	$0.98	$13,165.32	$1.13	$15,180.42	$1.45	$19,479.30	$6.00	$80,604.00
15-inch CCTV	7,786	LF	$1.10	$8,564.60	$1.13	$8,798.18	$1.45	$11,289.70	$7.00	$54,502.00
18-inch CCTV	7,856	LF	$1.10	$8,641.60	$1.13	$8,877.28	$1.45	$11,391.20	$5.00	$39,280.00
24-inch CCTV	224	LF	$1.98	$443.52	$1.13	$253.12	$4.00	$896.00	$5.00	$1,120.00
Total Alternate B				$206,452.58		$270,487.49		$298,483.15		$569,282.00

-Donates corrected figures

CITY OF KASSON
RESOLUTION #3.x-20

A RESOLUTION AWARDING AND APPROVING
CCTV OF KASSON SANITARY SEWER

WHEREAS, the City Council of the City of Kasson solicited, received and opened bids for CCTV of Kasson Sanitary Sewer on March 4, 2020; and,

WHEREAS, bids received by the City of Kasson must be acted upon within 30 days of opening; and,

WHEREAS, the bids received for the project are favorable.

	Alt. A – Completion 12/18/2020	Alt. B – Completion 5/7/2021
Engineering Estimate	*$ 290,000*	*$ 290,000*
Hydro-Klean	$ 223,630.06	$ 206,452.58
Vortec Hydro Vac Inc	$ 272,123.22	$ 270,487.49
Diversified Infrastructure Services, Inc.	$ 298,483.15	$ 298,483.15
National Power Rodding Corporation	$ 393,537.25	$ 569,282.00

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kasson that the low bid submitted for Alternative B by Hydro-Klean in the amount of $ 206,452.58 for CCTV of Kasson Sanitary Sewer is hereby approved.

Adopted by the Kasson City Council this 11th day of March, 2020.

_____
Mayor Chris McKern

ATTEST:

_____
Linda Rappe, City Clerk

The motion for the adoption of the foregoing resolution was made by Council Member _____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof: _____. Those against same: ____

Kasson Police Calls for Service

	2014	2015	2016	2017	2018	2019	2020
January	274	286	294	322	346	424	397
February	271	247	260	341	310	394	355
March	280	302	273	277	352	446	
April	325	347	375	364	418	480	
May	373	367	413	461	502	530	
June	293	339	349	370	395	549	
July	364	408	408	528	454	448	
August	286	372	343	404	466	483	
September	263	352	346	450	461	505	
October	336	309	489	370	380	416	
November	263	284	359	390	348	433	
December	300	331	334	377	437	435	
Yearly Total	**3628**	**3944**	**4243**	**4654**	**4869**	**5,543**	**752**

Water/Wastewater Department

Department head meeting Feb. 26, 2020

- The city pumped 14.7 million gallons of water from wells 4 and 5 in January.

- The city treated 29.2 million gallons at the wastewater treatment plant in January, of this 3.0 million was received from Mantorville, and received 1.1 inches of precipitation for the month.

- City is working with Hawkins Water Treatment Group to set up well 2 with a chemical feed system. Well 2 went through a rebuild a few years back and has been primarily used as a backup for the other two wells. We are now looking to start using the well in our rotation with the other wells. To make this possible all of the chemical feed system needs to be purchased. The cost is about $5,000.00.

- City had a water main break located on 7th St. NE between 2nd and 3rd Ave. on 2/15/20. Dan Trapp and Dave Vosen helped IMS Construction fix the leak.

- A home owner in South fork had a service line leak which caused water flow to a sump basket at nearby house to nearly run continually, DeCook Contruction fixed the leak.

- City had a sewer backup on 2/15/20 on 6th St. SW between 3rd and 4th Ave. Jeff Ulve and Dan Trapp jetted the line between 2nd and 4th Ave.

- Sub drain inspections continue for the 2017-2018 street project.

- Hydrostal Pump believe they have come up with a solution to help with the plugging of the MLSS recirculation pumps, still waiting for a time line when the repairs will be made.

- Maxon Electric has been replacing some of the sodium vapor lights at the wastewater treatment plant with LED lights. We are working on possible rebates for these lights and other equipment that has added in recent years.

- Staff has been helping with the numerous snow events.

- Staff has been cleaning around fire hydrants.

- Work has been completed on the Minnesota DNR water conservation report, part 2 is due March 15, 2020.

Liquor Store Report

February 2020

- Katie continues to be out on medical leave.
- I am working to revamp the scheduling of employees to reduce labor hours.
- The congestion in the parking lot caused by long term parking continues to increase.
- Price increases in domestic beers begin March 1
- I met with Jared several time to discuss installing LED lighting in the Liquor Store

February 4 & 5 I attended at strategic planning meeting in Roseville, for MMBA. I have agreed to mentor 7 Municipal liquor stores in SE MN

February 12 General Chamber Meeting

February 26 Chamber Board Meeting

City of Kasson

We're Ready For You!

Dept. Head 2-27-20

Electric Dept.

"There's a way to do it better - find it." - Thomas A Edison

Tree Work - The Electric Dept. has removed 1 ash tree from the tree list and 1 very large tree that was a potential hazard to the main line 3 phase behind the police Dept at the home owners request on the same property. Corey Olsen will be removing a total of 10 hazard trees on 2nd St SW (contract signed for removal and restoration) that have been a reoccurring issue needing yearly attention.

Engineering – I met with Steve Cook to discuss the Hwy 57 project from an electrical needs standpoint as well as some other projects. He is working on them and will get recommendations on the ones that are far enough along to actually plan as well as preliminary plans for short and long term needs.

Miscellaneous - Office time spent getting quotes from WESCO and Border States Electric for identified projects that will be getting a spring start (Stone Ridge and Prairie Willows). Materials ordered for both as well as anticipated misc. needs such as extra pedestals for ones damaged by individual snow removal. Various customer and contractor contacts, questions answered and followed up on. Electric Dept. also helped with snow removal in various capacities, changed bulbs at liquor store and city hall. Vehicle cleaning and maintenance.

Meetings –

2/4/20 WHKS HWY 57 Rebuild

2/5/20 Wesco Rep. Bob Sure

2/27/20 Onsite Computers

2/20 multiple times Howie Arena (Lighting repair and consultation)

Schools and training -

2/12/20 – 2/14/20 Eric Henderson MMUA Meter School

2/11/20 – MMUA Safety meeting CPR/First Aid completed

City of Kasson

We're Ready For You!

To: City Council
Date: 2/27/20

Agenda Heading: Public Works Director Report

- **Flooding Issues and I & I Planning**. Steve Burke and I walked Masten Creek from 1st St NE and 8th Ave NE to 16th St NE looking to see if we had any areas that are holding water back. We found one area where a big tree has fallen into the creek, but is not holding water back. We took photos of the area and reported back. The area is in thick tree coverage where multiple private properties join together. I have been working with the City Engineer on the demo of the two buildings that have been affected by the flooding. I have opened the properties for contractors and the bids are in for the demo. I have been working with the City Engineer on getting the specs and bids out for the CCTV Inspection of sewer main lines. Whks continues to inspect and document sewer manholes. We have also been working on the scope of the project for sump pump/sewer lateral inspections. We are meeting with residents from Little's Subdivision on 2/27/20 to discuss the flood restoration work we plan to do to protect service laterals. I continue to work with Whks on planning for I & I reduction.

- **Enterprise Lease Program**. All six 2019 Ford F-150 have had safety recalls for mechanical seat recliners completed by Rochester Ford. I worked with Enterprise to build the three new pickup trucks for Public Works. The quotes have been reviewed and signed off to start the ordering process. Enterprise reported back that the lead time for the trucks will be 12 – 17 weeks.

- **Equipment Repairs**. Kris and Corey replaced the moldboard cylinder on the Case 885 grader for $2,060.00. Titan Machinery would have charged an additional $2,316.09 to come and replace it for us. Titan is coming to look at the ECU warning light on the Case 885 grader and to replace the seal kit on the 720A Champion grader wing cylinder. We are waiting on a new commercial garage door opener for the wash bay at Public Works. It is ordered and the price to install it is $1895.00.

- **Respirable Crystalline Silica Dust Monitoring**. Patrick Donahue form the MN Department of Labor and Industry was at the Public Works building on 2/4/20 to monitor respirable crystalline dust while sweeping the floors. This was the second round of monitoring that Patrick has completed for us. The first round was sweeping the floor with brooms and the second round was sweeping the floor with brooms along with the use of floor sweeping compound. The results for second round were similar to the first round. The results did not exceed existing MN OSHA permissible exposure limits, but did exceed the action level for

silica. We will continue to work with Mark Hottel from MMUA and Patrick to figure out a safe solution.

- **Street/Stormwater**. Steve continues to plow and haul snow, sand, and clean out fire hydrants when we have snow events. He has been working with the Park Department removing boulevard trees. Corey and Steve replaced the broom on the Bobcat bucket broom that is used for cleaning up blacktop millings. He has also helped replaced the springs for the air trip on the 03 and 07 Dump Trucks. Steve went and picked up 7.5 tons of cold patch from Rochester Sand and Gravel for patching potholes. The Park Department has helped him start patching potholes around town.

Meetings and Events Attended

February 5th	MnDOT HWY 57 Roundabouts Meeting
February 6th	City Engineer Monthly Meeting
February 11th	MMUA Safety Meeting
February 13th	City Engineer
February 15th	City Council Planning Workshop
February 24th	Xcel Energy Service Territory Acquisition Meeting
February 26th	Jeff Dale – MN Rural Water
	City Council Meeting
February 27th	Department Head Meeting
	Little's Subdivision Meeting

Department Head Meeting
February 27th, 2020
Park Department

***Stone Wall Update** – I contacted John Olive, board member of the Mantorville Restoration Association on February 19th, 2020. They have 2 master masons from Decorah, Iowa that will be coming here in April some time, to look over the scope of work that they feel will need to be done to repair the wall. There will be a small fee (millage expense) which the city will have to pay for them to come and bid on the project. John also confirmed that there is another mason that is currently tuck pointing the Opera House basement in Mantorville, that he, also may bid on the project. I suggested to John to have him e-mail me or drop off any costs, invoices or bids from the masons on this project as soon as he can so that I can forward them on to Tim.

***Aquatic Center Update –** The 2020 Aquatic Center Information and Registrations forms are currently online on the cities web page. Citizens can register for memberships, lessons or contact city hall for reservations for the pool until May 30th. Once the pool opens on the 30th, then all registrations will be handled at the Aquatic Center. This year, we will require every member who has a membership to have a picture taken that will match their membership card number. We will be scheduling 2 or 3 evenings for pictures to be taken before the pool opens. Dates will be determined very soon for these picture evenings. I will post them on the cities web page and in our April newsletter.

***Boulevard Tree Planting Program –** Tree planting program information form is currently on our city web page for citizens to call me and sign up to have boulevard trees planted on their property. We currently have funds in our budget to have at least 75 trees to be planted this year. It is a 50/50 share cost to the citizens and city with a limit of 3 trees per customer. Citizens have until March 27th to register for tree(s). We currently have 10 trees on the list as of the 27th of February. Trees will be planted in late April or early May by our contractor, The Treehouse Nursery and Landscaping Company from Leroy, Mn.

***Adult Softball League -** The first of two adult softball managers meetings is scheduled for Wednesday, March 11th, 2020 at the Public Works Building at 6:30 PM. All managers that had teams that played last year must attend this meeting. The league directors meeting will be held on Tuesday, March 31st in Faribault at 7:00 PM. We are scheduling Thursday, May 7th as our first night of league play.

Meeting and Events Attended

February 11	MMUA Safety Class – CPR
February 18	Park Board Meeting
February 27	Department Head Meeting On Site Computers – Mike Bowe, Park & Pool Computers

KASSON Police

Kasson Police Department
19 East Main Street
Kasson, MN 55944
507-634-3881
Fax: 507-634-4698

Department Head Meeting 2/27/2020

- **Hired two replacement part-time officers.** We have hired two additional part-time officers who will start training shortly. Ken Douglas and Chris Purdue. Both come with a lot of full-time experience working in Plainview and will need only be shown the town and how we process our paperwork. With these officers coming to us with experience, it should reduce the cost of training, as it should be much shorter than somebody just coming from out of school.

- **Situation of new squad car.** New squad car had been ordered from Enterprise, but now we have cancelled it. In talking with my installer, he stated he will be able to outfit the squad cheaper than the people that Enterprise use, so in order to do that we had to cancel the full order and start new.

- **Bicycle helmet sale and fittings.** We, will once again be doing our bicycle helmet sizing for kids and adults on March 18th @ 1700 hrs. and March 21st @ 1000 hrs. at the Kasson Police Department. This has been published in the monthly City of Kasson news letter and on our Kasson Police Facebook web site. Cost is $10.00 a helmet.

- **Modification of building.** We, just recently converted a bathroom into a secure storage area and are in the process of adding shelves and moving items.

- **Upcoming Events.** D.A.R.E graduation will be held on March 20th.

- **February Stats.** Calls for service as of 2/25/2020 for the year are at 703.

Chief Kent Berghuis

TREE CITY USA

CITY OF KASSON

401 FIFTH STREET SE
KASSON, MINNNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

Date: February 27, 2020

Finance Director Report

- **Year end financials/audit.** Auditors will be in the office next week. Thanks to all for your assistance in answering questions, reviews, schedules, etc. Pre-council work session on 4/8; auditor presentation at 6:00.

- **20-Year Long Range report updates.** Council reviewed your updated comments at their review session February 15. Copes attached.

- **Insurance update.** North Risk Partners (C.O. Brown) gave an update on insurance to the Council. Copy attached. He reminded us of the Loss Control Workshop on April 21st if anyone is interested.

- **Jan- out.** There is a card to sign. Please submit invoices where you might normally put invoices. Please submit all insurance claims- work comp and property- to Nancy.

- **2020 Capital Equipment purchases.** See the attached list of budgeted items, except vehicle purchases (already in progress with Enterprise).

Kasson Dept Head Meeting 2/27/2020

- District 9 Bantam B1tournament went well as the Dodge County team took 1st place and are headed to regions this weekend. Along with bantam B team the U12B team made regions as well. They are both playing this coming weekend for a birth in the state tournament.

- The rest of the youth hockey teams seasons wrap up this weekend with the mite programs ending, squirts teams in district play and equipment return on Saturday and Sunday.

- Both the boys and girls HS teams hosted home games for the playoffs. The boys had over 700 people in the arena for their game. People were standing (2 and 3 deep) all the way around the rink from bench to bench, the stands were full and they were sitting in the walking isles.

- We are trying some new lights out, in the arena, to see the differences in brightness and working with Margit to see if going with LED lights would help with energy savings. He is also going to work with us on savings with changing our controls for our refrigeration plant and the R-22 phase out solution.

KPL

Kasson Public Library

607 1st St. NW, Kasson, MN 55944
507/634-7615 www.kasson.lib.mn.us

To: City Administrator/Department Head Meeting

Date: 2/27/2020

- **2020 Census and Library Assistance** - Kasson Public Library is officially registered as a Questionnaire Assistance Center for the 2020 Census. Because 80% of Minnesotans will be asked to complete their census online, the library will serve as a trusted community resource to assist. All staff have been trained on how to assist the public in completing their form.

- **Computer Updates** - A massive update for all 22 library computers is underway. Public, staff and circulation computers are being updated to Windows 10, making best use of resources already on-hand to maximize technology funds. A long-range technology plan is simultaneously being created with the assistance of the SELCO technology team.

- **Hiring New Staff** – The job posting and description for a newly-created Library Aide position are on the City and Library websites, the Library Facebook page, and in today's DCI. This is an entry-level position who will work at the library front desk. Applications close on March 6, and interviews will follow.

- **Summer Reading Program** – Planning for this premier library event continues. The dates for this program will be June 1 – July 24, and the library offers reading programs for children (ages 1-11), teens (ages 12-18) and adults (age 19 +). Performers have been scheduled, including 5 grant-funded events. The Kick-Off Party on the library lawn is Fri., June 5 from 6-8pm. We often have 300-400 attend this event alone. All programs are always free, and are a service to the community to promote daily reading and life-long learning.

- **Upcoming Library Programs** - -
  -Edible Architecture in March (display through March 4th)
  -Trivia night on April 21
  -Author visit on May 12 – mystery writer Brian Freeman (grant-funded)

- **Collection Point for Family Contributions** – In light of the recent tragic event in Kasson, the Kasson Public Library will serve as a collection point for anyone wishing to make a monetary contribution to the family. These will be collected through March 5, then delivered to the family as an anonymous community gift.

-over-

Meetings and Events Attended

February 1	Friends of the Library Annual Meeting
February 3	Read with Runner (Therapy Dog)
February 4	Staff meeting
	Guest Reader at Kasson-Mantorville Elementary School
February 6	K-M Nursery Group – Storytime
	Proctor test
	Blind Date with a Book – Library Event
February 7	Staff Meeting (Summer Reading Program)
February 10	Headstart – Storytime
	Read with Runner (Therapy Dog)
February 11	SELCO Advisory Meeting
	Kasson Public Library Board Meeting
February 12	Kasson Chamber of Commerce Meeting
February 13	K-M Nursery Group Storytime
February 14	Staff meeting (Summer Reading Program)
	SELCO Liaison Meeting
February 19	SELCO Technology Meeting
February 20	Staff Meeting
	K-M Nursery Group – Storytime
	Proctor Test
February 24	Headstart – Storytime
	Proctor test
	Read with Runner (Therapy Dog)
February 26	SELCO Technology Meeting
	Staff meeting
February 27	K-M Nursery Group – Storytime
	Department Head Meeting
	Blind Date with a Book – Library Event
February 28	Staff Meeting (Summer Reading Program)

Kasson Fire Department – Monthly Meeting
January 6, 2020 - 1900

Meeting Called to Order: Chief Fitch
Roll Call
Minutes of the previous Meeting: Read and Approved

Treasurer's Report – Relief General Fund: $ 39,878.36
Appointment of Entertainment: (FEB) McAndrews / Menchaca

Training/Drill(s):

JAN 20 - No training
JAN 27 - SE EMS (airway)

- ICS 300
  - January 21-23, 2020
    - Goodhue County Law Enforcement Center (Red Wing)
- ICS 400
  - March 24-25, 2020
    - Goodhue County Law Enforcement Center (Red Wing)
- State Fire School
  - March 7 & 8
    - Mankato
    - Let Lt. Alexander known by training on 27th if interested, some classes fill up very quickly, new guys don't worry about it this year
- Duluth Officer School
  - March 13th – 15th
  - Capt. Miller, Capt. Ulve, Lt. Alexander, Lt. Schuh, and Lt. Derby

Guest(s): Glenn Nevela presented check for $484.95 from their Christmas Light Show donations

Old Business:

- Annual Awards Banquet
  - February 1st with 1700 happy hour
    - RSVP to Chief ASAP

- Christmas in Kasson
  - Saturday, December 7th
    - Estimated over 300 kids come through

- Steak Fry
  - Saturday, December 7th
    - Served approximately 120 meals
    - Need to bring own steak seasoning

- Toys for Tots
  - Tuesday, December 10 at 1830 hours
    - McAndrews and Thorson attended and stated it was a fun time, lots of Nerf guns

- Band for 2020
  - Campbell presented a couple options at Officer's meeting and will be taking it to Relief
  - Please reach out to him for information or ideas

New Business:

- Thank You Received
  - Prairie Meadows and EAM

- Class A Uniforms
  - Tonight you will receive name tag and badge
  - Lapels: if it didn't come with it, do not put any on
  - White shirt:
    - Name tag: Just above the right pocket (not on the pocket flap)
    - Badge: there is a spot for it
  - Black jacket:
    - Name tag and badge: there is a spot for it
  - Cap: do not wear these inside unless you are in the Honor Guard
    - You should take your hat off with right hand and carry it under left elbow or in left hand in the same position as it would be on your head
  - Gloves: do not wear unless in a Funeral Procession or Honor Guard
  - Extra pins (ex: Paramedic pin) goes above name tag on right side of white shirt
  - Wear black solid socks
  - Take hardware off of your shirt and coat when in storage
  - If you are planning to go elsewhere after Banquet, Chief would appreciate it if you took off your Class A Uniform
  - Please ask if you have any questions

- Stair Climb
  - February 8th
  - Need to raise $100 to climb

- CPR Training
  - KM School Staff
    - January 20th
      - Time TBD

- University of MN Survey for PTSD
  - E-Mail is NOT spam/Junk
  - Will be sent out on January 7th
  - Be open and honest on your responses

- Prairie Meadows Pancake Breakfast
  - January 25th 8am – 10am
  - 100% of the money comes directly to us
  - Share on Facebook, tell your neighbors

Officers Update:

- Gear dryer and portable generator are on their way

Personnel:

- Lindsey Derby
  - 1/1/2020 Lieutenant
- Steven Jurrens has rescinded his retirement letter and has requested a relief of absence for a year
  - This is going to City Council for approval

Relief Updates:

- N/A

==========

- Apparatus / Other Status Reports

☐	Rescue	New glucometer, no Narcan until replaced
☐	Engine I	X
☐	Engine II	X
☐	Tanker I	X
☐	Tanker II	X
☐	Ladder I	X
☐	Grass Rig	X
☐	Utility	X
☐	EMR Unit	New glucometers, Epi-Jr is due to expire but on backorder
☐	HAZMAT	X

Bills Reviews by Relief:

- N/A

Review of Calls:

- Please continue to fill these reports out correctly
  - Ultimately it is the Officer In Charge's responsibility but each person needs to take accountability to make sure the reports are done appropriately
  - If there are multiple calls before coming back to the hall, each call needs their own report
  - If there is any information that you cannot get from person (unresponsive, uncooperative) make a note of that in the report
  - If you find an old insurance card, include that information if that is all that you can find, it is better than nothing
- Due to calls that we were able to bill for, we were able to bring in a revenue of approximately $30,000
  - This is all impacted by us filling out reports correctly and timely

23 Calls for December 2019

- EMS 18
- MVA 4
- Rescue 0
- Fire 1

Good of the Assoc:

- 2019 Call Totals
  - Calendar year, just over 400 calls
  - From June – December we were significantly down on call volume
  - We are just under 1500 medical calls since becoming EMR in December 2014
    - Huge benefit to our community and people are recognizing it

Meeting Adjourned

Respectfully Submitted: Lindsey Derby, Sec / Treas '19
Krista Weigel, Emergency Services Administrative Assistant

... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...

_____ _____

_____ _____

_____ _____

Kasson Fire Department – Monthly Meeting
February 3, 2020 - 1900

Meeting Called to Order: Chief Fitch
Roll Call
Minutes of the previous Meeting: Read and Approved

Treasurer's Report – Relief General Fund: $ 36,430.11
Appointment of Entertainment: (MAR) Ketin Mickow / Kole Mickow

Training/Drill(s):

FEB 17 - No Training (President's Day)
FEB 24 - Fire/Medical combo training

- ICS 400
  - March 24-25, 2020
    - Goodhue County Law Enforcement Center (Red Wing)
- ICS 300
  - June 23-25, 2020
    - Rochester
- ICS 400
  - September 1-2, 2020
    - Rochester
- State Fire School
  - March 7 & 8
    - Mankato
    - Three will be attending
  - April 4 & 5
    - Rochester
    - Need registration in on February 24th – look at it ASAP
- Duluth Officer School
  - March 13th – 15th
  - Capt. Miller, Capt. Ulve, Lt. Alexander, Lt. Schuh, and Lt. Derby

Guest(s): Sgt. Josh Hanson, Kasson Police Department

- Received another driving complaint
- You can receive a citation (Sgt. Hanson strongly advises against using your hazards)
- You cannot break any laws while responding in personal vehicle and while in fire apparatus you must drive with due regard

Old Business:

- Annual Awards Banquet
  - Beyond the Call Award was given to Juan Menchaca at meeting
  - Please send thoughts/comments/awards ideas to any Officer's throughout the year
  - Working on setting date for 2021 (planning for January)
  - Staff Milestones
    - Jason Campbell – 10 years
    - Chris Meyers – 10 years
    - Nick Fitch – 10 years
    - Brent Freerksen – 5 years
    - Rich Gannon – 5 years
    - Juan Menchaca – 5 years
    - Ketin Mickow – 5 years
  - Promotions
    - Jim McAndrews – Deputy Chief
    - Jeff Ulve – Captain
    - Curtis Alexander – Lieutenant
    - Chris Schuh – Lieutenant

        - Lindsey Derby – Lieutenant
    - Life Saving awards
        - Alexander, Meyers, Miller, McAndrews, Seljan
        - Alexander, Seljan, Jurrens
    - Beyond the Call Award
        - Juan Menchaca
    - EMS Responder of the Year
        - Ketin Mickow
    - Fire Responder of the Year
        - Jason LaRock
    - Community Service Member of the Year
        - Matt Lawrence
    - Officer of the Year
        - Deputy Chief Chris Seljan
    - Firefighter of the Year
        - Brant Kruger
    - Retirements
        - Chris Meyers – 10 years
        - Steven Jurrens – 20 years

- Band for 2020
    - County Line Drive has stated that they are available
    - Campbell working on contract

- CPR Training
    - KM School Staff
        - Rescheduled for August

- University of MN Survey for PTSD
    - E-Mail is NOT spam/Junk
    - Has not been sent out yet, Chief is still waiting to receive it
    - Be open and honest on your responses

- Prairie Meadows Pancake Breakfast
    - January 25th – had a good turnout again
    - Approx. $900.00
    - Need to advertise more frequently
        - Share the Facebook post

New Business:

- Grant for Air Packs
    - D. Chief Seljan is working on this process
    - $2,100 will be going to our grant writer from our Dover money which was just over $7,000
        - Remaining will be used to purchase new turnout gear

- Class A Uniform Cleaning
    - Natures Best Cleaners in Rochester
        - Tell them it's for the Kasson Fire Department
        - Bill is on the item at pick up, bring that back to Chief
    - All hardware needs to be taken off

- Mock Crash
    - Looking at holding it on Friday April 3, 2020
    - Presentation for 9th through 12th grade
    - More information will come as planning continues

- Fr. Lattner
  - Offers a blessing ceremony for helmets
    - Members requested that this be done to our helmets

- Resources to help us
  - Chaplin Service of Dodge County
    - Phone numbers will be posted in the near future
  - Critical Incident Stress Debrief
    - More formal process of receiving help following an incident
    - Talk to an Officer in charge to get one set up

Officers Update:

- Gear dryer and portable generator are on their way
  - Set dryer for 8 hours (estimated time to dry gear)
  - Should be able to do two full sets
  - There is no excuse to not wash your gear post call

- New generator
  - Driver side of the rescue truck
  - We no longer carry a big mixed gas container
  - Check out the movement of equipment

- Seljan notes
  - Tanker 1 master switch was left on and parking break was not set
  - All ground ladders have been passed
  - CO monitor has been tested and it's reading appropriate levels
    - It can take up to a minute to get a reading, take your time when checking levels
  - Do not show up on scene unless you are in a truck, use the radio at the station to contact IC
  - Make sure you flush hydrants fully before connecting

Relief Updates:

- N/A

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- Apparatus / Other Status Reports

☐	Rescue	X	
☐	Engine I	X	
☐	Engine II	X	
☐	Tanker I	X	
☐	Tanker II	X	
☐	Ladder I	X	
☐	Grass Rig	X	
☐	Utility	X	
☐	EMR Unit	X	3 month extension on expiration of Epi-Jr
☐	HAZMAT	X	

Bills Reviews by Relief:

- N/A

Review of Calls:

- We need to use military time for documentation

39 Calls for January 2020

- EMS 29
- MVA 1
- Rescue 2
- Fire 2
- Cancelled 5

Good of the Assoc:

Meeting Adjourned

Respectfully Submitted: Lindsey Derby, Sec / Treas '19
Krista Weigel, Emergency Services Administrative Assistant

... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...

_____ _____

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_____ _____

Kasson Fire Department – Monthly Meeting
March 2, 2020 - 1900

Meeting Called to Order: Chief Fitch
Roll Call
Minutes of the previous Meeting: Read and Approved

Treasurer's Report – Relief General Fund: $ 28,787.72
Appointment of Entertainment: (APR) MILLER / PARKIN

Training/Drill(s):

MAR 16 - Mark Hottel and 2nd half of previous drill from February 24th
MAR 30 - SE EMS

- State Fire School
  - March 7 & 8
    - Mankato
- Storm Spotter Training
  - March 9th @ 1830
  - Rochester Int'l Event Center
- Duluth Officer School
  - March 13th – 15th
  - Capt. Miller, Capt. Ulve, Lt. Alexander, Lt. Schuh, and Lt. Derby
- ICS 400
  - March 24-25, 2020
    - Goodhue County Law Enforcement Center (Red Wing)
- State Fire School
  - April 4 & 5
    - Rochester
    - Need registration in on February 24th – look at it ASAP
- ICS 300
  - June 23-25, 2020
    - Rochester
- ICS 400
  - September 1-2, 2020
    - Rochester

Guest(s):

- Fr. Lattner was here to bless our helmets utilizing the powerful Psalm 91

Old Business:

- Mock Crash
  - Thursday April 2, 2020 with 911 page currently set for 1315
  - Scenario will include a bus prop and two vehicles for extrication

New Business:

- KM 10th Grade CPR
  - April 6th
    - 9:30-10:53
  - April 7th
    - 9:30-10:53
  - Contact Derby if you are able to help out

- Self-Assessment
  - Chief and Deputy Seljan are still working on the process for conducting review with each member, for this year there has been a question added to the self-assessment paperwork in which you can request to meet with them
  - These are to be taken seriously, write out your truthful answers
  - Return them to Chief by April's meeting – they are in the mailboxes of those not in attendance tonight

- Open House
  - April 4th 10:00 – 13:00
  - Looking at starting a list with names for future recruitment
  - If available, plan to be here to assist

- Mutual Aid Dinner
  - Fish Fry Byron
  - March 18
    - 1800 Happy Hour
    - 1900 Dinner

- Bike Helmet Sale - KPD
  - March 18 1700 - 1900
  - March 21 1000 - Noon
    - Infant to adult sizes, will measure for fit
    - $10.00 per helmet
      - Ordered the next week and here within a couple weeks
      - If these times don't work for you, contact Krista at KPD

- OMC Training
  - First training will be Monday March 9th at 1830
  - There are six scheduled visits throughout the year on the second Monday of the month
  - They will be here to conduct a workout and/or work on specific areas of need
  - All of the dates have been added into Aladtec

- Smoker sheets
  - Need to be filled out tonight

- Thank you
  - Griffin's father-in-law passed away and the Relief sent flowers, the family was very appreciative

Officers Update:

- Target Solutions
  - Currently working on the process for making up missed drills
  - Once decided on it will be brought back to the group for feedback

Relief Updates:

- N/A

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- Apparatus / Other Status Reports (NOTHING TO REPORT)
  - ☐ Rescue X
  - ☐ Engine I X

☐	Engine II	X
☐	Tanker I	X
☐	Tanker II	X
☐	Ladder I	X
☐	Grass Rig	X
☐	Utility	X
☐	EMR Unit	X
☐	HAZMAT	X

Bills Reviews by Relief:

- N/A

Review of Calls:

- Schuh provided feedback from a recent cardiac arrest of an elderly male. KFD's compression percentage was outstanding and clearly showed how serious we take our medical training and that it's making a huge difference in our patient care

35 Calls for February 2020

o	EMS	27
o	MVA	2
o	Rescue	0
o	Fire	4
o	Cancelled	2

Good of the Assoc:

- Rudy brought up the concern that the gas canisters were practically empty, we need to make sure they are filled and fill with 91 octane
  - Chief made note that at last training there were multiple items found to not be in a state of readiness. We need to take pride in our equipment and the expectation is that things are placed back how they were found. There is also the expectation that maintenance is being done timely and correctly by the duty crews.

Meeting Adjourned

Respectfully Submitted: Lindsey Derby, Sec / Treas '19
Krista Weigel, Emergency Services Administrative Assistant

... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...

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Cash and Investment Summary Draft

Dec-19

	1010 CASH	1011 CASH- Debt Service	1040 Investments	1041 Money Markets	TOTAL
101 General Fund	872,472		1,275,530	942	2,148,943
210 STABILIZATION FUND	171,413		-	-	171,413
211 Library Fund	194,273		-	-	194,273
219 Tax Abatement	(200,000)				(200,000)
225 EDA Financial Assistance Fund	17,585		-	1,105	18,690
247 Assisted Living	-				-
248 Downtown	146				146
249 TIF	78,570				78,570
290 Economic Development	69,588		-		69,588
382 16th St NE	84,266				84,266
385 Aquatic Center	272,746				272,746
386 Fire Truck and Equipment	110,659				110,659
389 Oppidan Assessment	44,498				44,498
391 Oppidan/Folkestad TIF	216,319		749,000	-	965,319
392 GO Refunding 2015A	335,605				335,605
393 2017 Street Assessment Project	359,312		284,000	721	644,033
401 Permanent Revolving Impr Fund	89,901		902,750	-	992,651
412 16th St NE	(378,485)				(378,485)
423 3-4-5	(338,885)				(338,885)
424 Hwy 57	(224,084)				(224,084)
426 16th St NW	(19,419)				(19,419)
601 Water Fund	66,300	241,796	598,950	603	907,650
602 Sewer Fund	171,922	391,897	1,237,960	-	1,801,779
604 Electric Fund	31,178	44,223	3,531,027	-	3,606,428
605 Storm Water	91,150	117,855	230,190	888	440,082
606 ICE ARENA	(25,687)		-	-	(25,687)
609 Liquor Fund	207,626		475,450	422	683,498
610 Maple Grove Cemetery	24,142		100,999	47	125,187
875 Community Policing Fund	10,351		-		10,351
877 Festival in Park Fund	11,223				11,223
	2,344,684	795,771	9,385,855	4,728	12,531,038

Cash & Investment Summaries Dec. 2019

Investments 4th Qtr 2019

OCTOBER

PURCHASED		
RBC-Citibank	101	$39,200
RBC-Citibank	401	$196,000
RBC-Citibank	609	$9,800
MBS- R James	391	$149,000
RBC- Silvergate	393	$49,000
RBC- Silvergate	601	$24,500
RBC- Silvergate	609	$73,500
RBC-Goldman Sachs	401	$90,000
RBC-Goldman Sachs	604	$60,000
CALLED		
RBC-BankWest	101	-$39,200
RBC-BankWest	401	-$196,000
RBC-BankWest	609	-$9,800
MBS-Hiawwatha	391	-$145,000
RBC-Silvergate	391	-$49,000
RBC-Silvergate	601	-$24,500
RBC-Silvergate	609	-$73,500
MATURED		
RBC-Goldman Sachs	401	-$90,000
RBC-Goldman Sachs	604	-$60,000
		$4,000
CD- Increment		
Bremer	604	$4,579
Bremer	604	$2,290
Bremer	605	$4,579
Bremer	605	$2,290

NOVEMBER

DECEMBER

CALLED		
Landmark	101	-$109,000
PURCHASED		
Morg Stan Pvt	101	$5,000
Morg Stan	101	$68,600
Morg Stan	604	$31,850

MBS-Ally	605	-$247,000
MBS-Luana	605	-$50,000
RBC-BMW	605	-$175,000

CD INCREMENT

Bremer	101	$2,929
Bremer	602	$2,929
F & M	602	$4,030
Bremer	604	$2,929

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Government Wide						
3101 CURRENT AD VALOREM TAXES	869,315.44	184.23	1,881,355.09	47.39	1,912,818.00	-31,462.91
3107 ABATEMENT LEVY	2,653.65	0.56	5,307.30	0.13	5,897.00	-589.70
3210 BUSINESS LICENSES/PERMITS	237.50	0.05	15,320.00	0.39	13,500.00	1,820.00
3341 LOCAL GOVERNMENT AID	540,155.50	114.47	1,082,245.50	27.26	1,080,311.00	1,934.50
3349 MISCELLANEOUS STATE GRANT	1,934.50	0.41	1,934.50	0.05	3,869.00	-1,934.50
3410 CHARGES FOR SERVICES	1,425.00	0.30	1,447.04	0.04	2,000.00	-552.96
3415 CITY HALL RENT	0.00		0.00		100.00	-100.00
3612 SPECIAL ASSESSMT-PENALTY/	114.12	0.02	324.98	0.01	0.00	324.98
3621 INTEREST EARNED	56,621.12	12.00	76,597.58	1.93	13,000.00	63,597.58
3622 RENTS AND ROYALTIES	531.00	0.11	4,986.00	0.13	0.00	4,986.00
3624 MISC REVENUE - REFUNDS	1,619.47	0.34	12,449.99	0.31	1,000.00	11,449.99
3626 MONEY MARKET INTEREST	8.00		167.47		0.00	167.47
3921 TRANSFER FROM OTHER FUNDS	16,000.00	3.39	16,000.00	0.40	16,000.00	0.00
Total Department	1,490,615.30	315.90	3,098,135.45	78.04	3,048,495.00	49,640.45
Planning and Zoning						
3413 ZONING/SUBDIVISION FEES	1,440.00	0.31	14,820.00	0.37	2,000.00	12,820.00
3624 MISC REVENUE - REFUNDS	2,425.00	0.51	7,575.00	0.19	4,000.00	3,575.00
Total Department	3,865.00	0.82	22,395.00	0.56	6,000.00	16,395.00
Cable TV						
3495 FRANCHISE ROW USE	4,097.11	0.87	65,308.86	1.65	60,000.00	5,308.86
Total Department	4,097.11	0.87	65,308.86	1.65	60,000.00	5,308.86
Police						
3345 POLICE/FIRE STATE AIDS	0.00		67,933.23	1.71	61,000.00	6,933.23
3347 OTHER FEDERAL GRANT	0.00		3,423.00	0.09	0.00	3,423.00
3349 MISCELLANEOUS STATE GRANT	0.00		8,947.59	0.23	4,500.00	4,447.59
3369 OTHER COUNTY GRANT	29,966.60	6.35	59,386.85	1.50	58,000.00	1,386.85
3420 PUBLIC SAFETY	39.89	0.01	239.33	0.01	200.00	39.33
3511 COURT FINES	3,962.83	0.84	27,203.99	0.69	13,000.00	14,203.99
3623 CONTR/DONATION FROM PRIVA	0.00		400.00	0.01	0.00	400.00
3624 MISC REVENUE - REFUNDS	2,495.00	0.53	9,720.15	0.24	3,000.00	6,720.15
Total Department	36,464.32	7.73	177,254.14	4.47	139,700.00	37,554.14
Fire						
3340 STATE GRANTS & AIDS	0.00		2,500.00	0.06	0.00	2,500.00
3346 STATE FIRE AID	0.00		44,532.78	1.12	40,000.00	4,532.78
3349 MISCELLANEOUS STATE GRANT	0.00		3,373.35	0.08	7,000.00	-3,626.65
3421 Fire Contracts	0.00		35,920.16	0.90	36,470.00	-549.84
3422 SPECIAL FIRE PROTECTION S	6,182.84	1.31	30,643.12	0.77	15,000.00	15,643.12
3623 CONTR/DONATION FROM PRIVA	0.00		13,377.30	0.34	8,000.00	5,377.30

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
3624 MISC REVENUE - REFUNDS	470.00	0.10	470.00	0.01	5,000.00	-4,530.00
3911 SALES OF FIXED ASSETS	0.00		425.00	0.01	0.00	425.00
Total Department	6,652.84	1.41	131,241.71	3.31	111,470.00	19,771.71
Building Inspection						
3220 NON-BUSINESS LICENSES & P	3,946.13	0.84	180,055.70	4.54	68,858.00	111,197.70
3414 PLAN CHECK FEES	1,514.09	0.32	39,306.77	0.99	34,000.00	5,306.77
3416 MECHANICAL INSPECTION FEE	653.00	0.14	9,849.00	0.25	4,000.00	5,849.00
3417 PLUMBING INSPECTION FEES	60.00	0.01	3,539.00	0.09	2,500.00	1,039.00
Total Department	6,173.22	1.31	232,750.47	5.86	109,358.00	123,392.47
Animal Control						
3220 NON-BUSINESS LICENSES & P	185.00	0.04	1,590.00	0.04	1,700.00	-110.00
3514 OTHER FINES	0.00		0.00		2,500.00	-2,500.00
Total Department	185.00	0.04	1,590.00	0.04	4,200.00	-2,610.00
Highways, Streets, Roadways						
3363 GRANT	0.00		9,411.54	0.24	0.00	9,411.54
3364 COUNTY MUNICIPAL STATE AI	0.00		73,377.00	1.85	72,640.00	737.00
3624 MISC REVENUE - REFUNDS	0.00		307.00	0.01	0.00	307.00
3911 SALES OF FIXED ASSETS	0.00		1,000.00	0.03	0.00	1,000.00
Total Department			84,095.54	2.12	72,640.00	11,455.54
Ice & Snow Removal						
3624 MISC REVENUE - REFUNDS	0.00		130.80		0.00	130.80
Total Department			130.80			130.80
Street Lighting						
3921 TRANSFER FROM OTHER FUNDS	55,000.00	11.66	55,000.00	1.39	55,000.00	0.00
Total Department	55,000.00	11.66	55,000.00	1.39	55,000.00	
Emer Mgmt/Health						
3624 MISC REVENUE - REFUNDS	0.00		2,159.85	0.05	0.00	2,159.85
3921 TRANSFER FROM OTHER FUNDS	36,058.25	7.64	36,058.25	0.91	0.00	36,058.25
Total Department	36,058.25	7.64	38,218.10	0.96		38,218.10
Parks and Recreation						
3470 PARKLAND FEES	0.00		8,800.00	0.22	0.00	8,800.00
3622 RENTS AND ROYALTIES	5.96		2,082.54	0.05	2,700.00	-617.46
3624 MISC REVENUE - REFUNDS	-7,355.37	-1.56	12,754.50	0.32	0.00	12,754.50
3911 SALES OF FIXED ASSETS	0.00		5,500.00	0.14	0.00	5,500.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Total Department	-7,349.41	-1.56	29,137.04	0.73	2,700.00	26,437.04
Swimming Pool						
3472 SWIMMING POOL FEES DAILY	0.00		100,426.69	2.53	106,000.00	-5,573.31
3474 CONCESSIONS	0.00		45,997.57	1.16	40,000.00	5,997.57
3475 LESSONS	0.00		23,655.00	0.60	20,000.00	3,655.00
3478 FACILITY RENTAL	0.00		3,864.96	0.10	3,500.00	364.96
3480 SWIM PASSES	0.00		65,282.91	1.64	70,000.00	-4,717.09
3481 TINY TOTS	0.00		1,560.00	0.04	0.00	1,560.00
3482 SWIM TEAM	0.00		1,639.11	0.04	1,500.00	139.11
3483 Program-Other	0.00		185.00		0.00	185.00
3794 CASH OVER	0.00		-1,264.56	-0.03	0.00	-1,264.56
Total Department			241,346.68	6.08	241,000.00	346.68
Other Recreational Facilities						
3471 OTHER ORGANIZED ACTIVITIE	0.00		0.00		500.00	-500.00
3473 PLAYGROUND FEES	0.00		313.84	0.01	500.00	-186.16
3479 SOFTBALL FEES	0.00		3,352.74	0.08	5,100.00	-1,747.26
Total Department			3,666.58	0.09	6,100.00	-2,433.42
Park Areas						
3474 CONCESSIONS	0.00		1,624.46	0.04	3,500.00	-1,875.54
3623 CONTR/DONATION FROM PRIVA	0.00		12,000.00	0.30	0.00	12,000.00
3624 MISC REVENUE - REFUNDS	130.00	0.03	467.00	0.01	0.00	467.00
3794 CASH OVER	0.00		68.65		0.00	68.65
3911 SALES OF FIXED ASSETS	6,550.00	1.39	6,550.00	0.16	0.00	6,550.00
Total Department	6,680.00	1.42	20,710.11	0.52	3,500.00	17,210.11
Total Revenue	1,638,441.63	100.00	4,200,980.48	100.00	3,860,163.00	340,817.48
Expenses						
Council						
Council						
101 FULL-TIME EMPLOYEES - REGULAR	6,971.47	1.48	30,725.46	0.77	30,750.00	24.54
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		364.96	0.01	0.00	-364.96
121 EMPLOYER PERA CONTRIBUTIONS	234.55	0.05	1,602.32	0.04	1,626.00	23.68
122 EMPLOYER FICA CONTRIBUTIONS	417.11	0.09	1,801.85	0.05	1,907.00	105.15
123 EMPLOYER MEDICARE CONTRIBUTION	97.50	0.02	421.50	0.01	446.00	24.50
130 EMPLOYER PAID INSURANCE	395.80	0.08	4,850.38	0.12	4,800.00	-50.38
150 WORKER'S COMPENSATION	0.00		110.40		150.00	39.60
160 LIABILITY INSURANCE	-151.84	-0.03	2,937.84	0.07	4,000.00	1,062.16
210 OPERATING SUPPLIES	0.00		61.20		150.00	88.80
304 LEGAL FEES	2,798.50	0.59	8,370.50	0.21	11,000.00	2,629.50
333 STAFF MEETINGS & CONFERENCES	0.00		2,402.47	0.06	2,000.00	-402.47
334 MEMBERSHIP DUES AND FEES	0.00		4,428.17	0.11	4,500.00	71.83
351 LEGAL NOTICES PUBLISHING	90.00	0.02	390.00	0.01	400.00	10.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		1,100.00	1,100.00
430 OTHER SERVICE/CHARGES-MISC.	32,311.18	6.85	43,110.75	1.09	23,000.00	-20,110.75
440 PROFESSIONAL SERVICES	20,674.16	4.38	20,719.16	0.52	0.00	-20,719.16
Account Total	63,838.43	13.53	122,296.96	3.08	85,829.00	-36,467.96
Total Department	63,838.43	13.53	122,296.96	3.08	85,829.00	-36,467.96
Ordinances and Proceedings						
Ordinances and Proceedings						
353 ORDINANCE PUBLICATION	0.00		0.00		3,500.00	3,500.00
430 OTHER SERVICE/CHARGES-MISC.	599.00	0.13	1,142.00	0.03	1,000.00	-142.00
Account Total	599.00	0.13	1,142.00	0.03	4,500.00	3,358.00
Total Department	599.00	0.13	1,142.00	0.03	4,500.00	3,358.00
Mayor						
Mayor						
101 FULL-TIME EMPLOYEES - REGULAR	2,037.00	0.43	3,951.50	0.10	4,800.00	848.50
122 EMPLOYER FICA CONTRIBUTIONS	126.30	0.03	244.99	0.01	298.00	53.01
123 EMPLOYER MEDICARE CONTRIBUTION	29.54	0.01	57.29		70.00	12.71
Account Total	2,192.84	0.46	4,253.78	0.11	5,168.00	914.22
Total Department	2,192.84	0.46	4,253.78	0.11	5,168.00	914.22
City Clerk						
City Clerk						
101 FULL-TIME EMPLOYEES - REGULAR	7,278.31	1.54	106,980.92	2.69	125,700.00	18,719.08
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		292.05	0.01	0.00	-292.05
121 EMPLOYER PERA CONTRIBUTIONS	545.41	0.12	7,933.74	0.20	9,429.00	1,495.26
122 EMPLOYER FICA CONTRIBUTIONS	422.23	0.09	6,419.35	0.16	7,793.00	1,373.65
123 EMPLOYER MEDICARE CONTRIBUTION	98.72	0.02	1,501.42	0.04	1,823.00	321.58
130 EMPLOYER PAID INSURANCE	1,546.35	0.33	18,868.94	0.48	21,000.00	2,131.06
150 WORKER'S COMPENSATION	0.00		728.59	0.02	600.00	-128.59
160 LIABILITY INSURANCE	0.00		91.44		80.00	-11.44
210 OPERATING SUPPLIES	312.74	0.07	4,776.74	0.12	4,000.00	-776.74
216 PERIODICALS	0.00		46.00		220.00	174.00
220 REPAIR/MAINTENANCE SUPPLIES	130.45	0.03	976.39	0.02	1,000.00	23.61
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		3,500.00	3,500.00
321 TELEPHONE	592.66	0.13	6,505.15	0.16	6,900.00	394.85
325 COMMUNICATION-OTHER	140.00	0.03	1,247.98	0.03	2,400.00	1,152.02
331 TRAVEL/MILEAGE	383.61	0.08	655.45	0.02	600.00	-55.45
332 ADMINISTRATOR MEETINGS &	0.00		905.21	0.02	3,500.00	2,594.79
333 STAFF MEETINGS & CONFERENCES	42.05	0.01	3,523.16	0.09	5,000.00	1,476.84
334 MEMBERSHIP DUES AND FEES	437.05	0.09	5,800.28	0.15	5,400.00	-400.28
343 OTHER ADVERTISING	15.40		169.40		1,200.00	1,030.60
351 LEGAL NOTICES PUBLISHING	0.00		0.00		200.00	200.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		80.00	80.00
360 INSURANCE	-140.89	-0.03	3,091.25	0.08	3,300.00	208.75
400 REPAIRS & MAINTENANCE	0.00		4.00		1,000.00	996.00
430 OTHER SERVICE/CHARGES-MISC.	-64.36	-0.01	176.72		900.00	723.28
440 PROFESSIONAL SERVICES	3,359.55	0.71	7,145.13	0.18	1,900.00	-5,245.13
444 OTHER CONTRACTUAL SERVICES	0.00		3,352.84	0.08	0.00	-3,352.84
Account Total	15,099.28	3.20	181,192.15	4.56	207,525.00	26,332.85
Total Department	15,099.28	3.20	181,192.15	4.56	207,525.00	26,332.85

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Elections						
Elections						
101 FULL-TIME EMPLOYEES - REGULAR	265.31	0.06	3,274.32	0.08	3,350.00	75.68
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		73.35		0.00	-73.35
121 EMPLOYER PERA CONTRIBUTIONS	18.84		250.14	0.01	251.00	0.86
122 EMPLOYER FICA CONTRIBUTIONS	13.43		182.37		208.00	25.63
123 EMPLOYER MEDICARE CONTRIBUTION	3.14		42.62		49.00	6.38
130 EMPLOYER PAID INSURANCE	79.17	0.02	970.45	0.02	960.00	-10.45
150 WORKER'S COMPENSATION	0.00		22.00		0.00	-22.00
Account Total	379.89	0.08	4,815.25	0.12	4,818.00	2.75
Total Department	379.89	0.08	4,815.25	0.12	4,818.00	2.75
Accounting						
Accounting						
301 AUDITING/ACCOUNTING	0.00		4,940.00	0.12	4,900.00	-40.00
351 LEGAL NOTICES PUBLISHING	45.00	0.01	435.00	0.01	1,600.00	1,165.00
Account Total	45.00	0.01	5,375.00	0.14	6,500.00	1,125.00
Total Department	45.00	0.01	5,375.00	0.14	6,500.00	1,125.00
Assessing						
Assessing						
305 ASSESSING FEES	0.00		30,809.00	0.78	30,809.00	0.00
351 LEGAL NOTICES PUBLISHING	0.00		0.00		300.00	300.00
Account Total			30,809.00	0.78	31,109.00	300.00
Total Department			30,809.00	0.78	31,109.00	300.00
Law-Legal Services						
Law-Legal Services						
304 LEGAL FEES	6,602.50	1.40	48,655.50	1.23	35,000.00	-13,655.50
Account Total	6,602.50	1.40	48,655.50	1.23	35,000.00	-13,655.50
Total Department	6,602.50	1.40	48,655.50	1.23	35,000.00	-13,655.50
Planning and Zoning						
Planning & Zoning						
101 FULL-TIME EMPLOYEES - REGULAR	640.09	0.14	3,840.04	0.10	0.00	-3,840.04
121 EMPLOYER PERA CONTRIBUTIONS	35.55	0.01	275.56	0.01	0.00	-275.56
122 EMPLOYER FICA CONTRIBUTIONS	28.00	0.01	217.92	0.01	0.00	-217.92
123 EMPLOYER MEDICARE CONTRIBUTION	6.55		50.96		0.00	-50.96
130 EMPLOYER PAID INSURANCE	108.41	0.02	788.06	0.02	0.00	-788.06
150 WORKER'S COMPENSATION	0.00		-97.94		200.00	297.94
210 OPERATING SUPPLIES	3.22		479.32	0.01	500.00	20.68
304 LEGAL FEES	2,088.00	0.44	24,267.30	0.61	7,500.00	-16,767.30
321 TELEPHONE	22.16		237.92	0.01	250.00	12.08
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		2,000.00	2,000.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		1,500.00	1,500.00
351 LEGAL NOTICES PUBLISHING	202.50	0.04	1,185.00	0.03	1,000.00	-185.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		7.50		0.00	-7.50
360 INSURANCE	-138.79	-0.03	2,646.69	0.07	4,400.00	1,753.31
440 PROFESSIONAL SERVICES	6,792.50	1.44	27,149.04	0.68	37,000.00	9,850.96
444 OTHER CONTRACTUAL SERVICES	0.00		2,514.65	0.06	0.00	-2,514.65
Account Total	9,788.19	2.07	63,562.02	1.60	54,350.00	-9,212.02
Total Department	9,788.19	2.07	63,562.02	1.60	54,350.00	-9,212.02

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Data Processing						
Data Processing						
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
309 EDP, SOFTWARE & DESIGN	1,148.35	0.24	4,101.30	0.10	4,500.00	398.70
370 MAINTENANCE/SUPPORT FEES	312.00	0.07	7,588.34	0.19	5,700.00	-1,888.34
400 REPAIRS & MAINTENANCE	25.50	0.01	1,229.82	0.03	1,000.00	-229.82
Account Total	1,485.85	0.31	12,919.46	0.33	12,200.00	-719.46
Total Department	1,485.85	0.31	12,919.46	0.33	12,200.00	-719.46
General Govt Building						
General Govt Buildings						
103 PART-TIME EMPLOYEES	313.34	0.07	2,903.52	0.07	4,300.00	1,396.48
121 EMPLOYER PERA CONTRIBUTIONS	29.44	0.01	223.63	0.01	323.00	99.37
122 EMPLOYER FICA CONTRIBUTIONS	23.65	0.01	179.34		267.00	87.66
123 EMPLOYER MEDICARE CONTRIBUTION	5.52		41.98		62.00	20.02
150 WORKER'S COMPENSATION	0.00		207.78	0.01	250.00	42.22
210 OPERATING SUPPLIES	66.90	0.01	188.20		300.00	111.80
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		250.00	250.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		800.00	800.00
360 INSURANCE	-17.73		398.35	0.01	2,800.00	2,401.65
380 UTILITY SERVICES	1,366.80	0.29	6,218.40	0.16	6,000.00	-218.40
400 REPAIRS & MAINTENANCE	123.00	0.03	864.95	0.02	4,000.00	3,135.05
410 RENTALS	65.99	0.01	557.11	0.01	700.00	142.89
430 OTHER SERVICE/CHARGES-MISC.	0.00		425.00	0.01	300.00	-125.00
440 PROFESSIONAL SERVICES	0.00		375.00	0.01	0.00	-375.00
Account Total	1,976.91	0.42	12,583.26	0.32	20,352.00	7,768.74
Total Department	1,976.91	0.42	12,583.26	0.32	20,352.00	7,768.74
General Engineering						
General Engineering						
303 ENGINEERING FEES	8,622.50	1.83	39,977.96	1.01	15,000.00	-24,977.96
Account Total	8,622.50	1.83	39,977.96	1.01	15,000.00	-24,977.96
Total Department	8,622.50	1.83	39,977.96	1.01	15,000.00	-24,977.96
Police						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	266.13	0.06	2,903.25	0.07	3,500.00	596.75
121 EMPLOYER PERA CONTRIBUTIONS	19.87		217.68	0.01	263.00	45.32
122 EMPLOYER FICA CONTRIBUTIONS	15.93		174.56		217.00	42.44
123 EMPLOYER MEDICARE CONTRIBUTION	3.73		40.82		51.00	10.18
Account Total	305.66	0.06	3,336.31	0.08	4,031.00	694.69
Police						
101 FULL-TIME EMPLOYEES - REGULAR	72,101.23	15.28	712,737.49	17.95	722,518.00	9,780.51
102 FULL-TIME EMPLOYEES - OVERTIME	2,146.25	0.45	29,901.67	0.75	11,500.00	-18,401.67
103 PART-TIME EMPLOYEES	687.09	0.15	18,694.72	0.47	45,000.00	26,305.28
104 Canine	230.72	0.05	2,999.36	0.08	3,000.00	0.64
121 EMPLOYER PERA CONTRIBUTIONS	11,893.86	2.52	122,731.48	3.09	123,591.00	859.52
122 EMPLOYER FICA CONTRIBUTIONS	420.68	0.09	4,340.63	0.11	8,000.00	3,659.37
123 EMPLOYER MEDICARE CONTRIBUTION	1,047.59	0.22	10,710.16	0.27	9,818.00	-892.16
130 EMPLOYER PAID INSURANCE	12,172.94	2.58	134,435.89	3.39	118,412.00	-16,023.89
150 WORKER'S COMPENSATION	0.00		36,619.57	0.92	27,000.00	-9,619.57
160 LIABILITY INSURANCE	0.00		320.00	0.01	350.00	30.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
210 OPERATING SUPPLIES	1,313.01	0.28	12,746.42	0.32	9,000.00	-3,746.42
212 MOTOR FUELS	3,485.49	0.74	20,320.17	0.51	13,000.00	-7,320.17
214 UNIFORMS	817.30	0.17	4,375.99	0.11	4,000.00	-375.99
220 REPAIR/MAINTENANCE SUPPLIES	698.03	0.15	2,171.05	0.05	1,000.00	-1,171.05
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		2,262.51	0.06	9,000.00	6,737.49
304 LEGAL FEES	0.00		124.75		0.00	-124.75
309 EDP, SOFTWARE & DESIGN	0.00		0.00		350.00	350.00
321 TELEPHONE	2,229.44	0.47	18,774.33	0.47	18,577.00	-197.33
325 COMMUNICATION-OTHER	32.99	0.01	592.17	0.01	900.00	307.83
331 TRAVEL/MILEAGE	42.57	0.01	42.57		0.00	-42.57
333 STAFF MEETINGS & CONFERENCES	591.98	0.13	10,249.80	0.26	8,000.00	-2,249.80
334 MEMBERSHIP DUES AND FEES	50.00	0.01	8,024.30	0.20	9,000.00	975.70
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	-979.03	-0.21	22,216.89	0.56	20,400.00	-1,816.89
370 MAINTENANCE/SUPPORT FEES	208.00	0.04	779.88	0.02	12,500.00	11,720.12
380 UTILITY SERVICES	1,399.80	0.30	7,043.04	0.18	7,200.00	156.96
400 REPAIRS & MAINTENANCE	-45,233.98	-9.59	5,291.27	0.13	10,000.00	4,708.73
410 RENTALS	0.00		13.20		0.00	-13.20
430 OTHER SERVICE/CHARGES-MISC.	895.50	0.19	5,403.97	0.14	6,000.00	596.03
440 PROFESSIONAL SERVICES	240.00	0.05	7,014.13	0.18	1,500.00	-5,514.13
444 OTHER CONTRACTUAL SERVICES	9,773.00	2.07	11,062.00	0.28	0.00	-11,062.00
Account Total	76,264.46	16.16	1,211,999.41	30.53	1,199,866.00	-12,133.41
Total Department	76,570.12	16.23	1,215,335.72	30.61	1,203,897.00	-11,438.72
Fire						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	0.00		273.93	0.01	1,500.00	1,226.07
121 EMPLOYER PERA CONTRIBUTIONS	0.00		20.56		109.00	88.44
122 EMPLOYER FICA CONTRIBUTIONS	0.00		16.57		93.00	76.43
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		3.87		22.00	18.13
Account Total			314.93	0.01	1,724.00	1,409.07
Fire						
101 FULL-TIME EMPLOYEES - REGULAR	1,020.87	0.22	53,853.49	1.36	50,000.00	-3,853.49
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		163.13		0.00	-163.13
121 EMPLOYER PERA CONTRIBUTIONS	19.19		470.93	0.01	525.00	54.07
122 EMPLOYER FICA CONTRIBUTIONS	24.13	0.01	1,066.96	0.03	434.00	-632.96
123 EMPLOYER MEDICARE CONTRIBUTION	5.65		769.38	0.02	702.00	-67.38
130 EMPLOYER PAID INSURANCE	144.62	0.03	1,794.67	0.05	1,300.00	-494.67
142 UNEMPLOYMENT BENEFIT	0.00		707.00	0.02	0.00	-707.00
150 WORKER'S COMPENSATION	0.00		15,677.96	0.39	13,150.00	-2,527.96
160 LIABILITY INSURANCE	0.00		45.72		50.00	4.28
210 OPERATING SUPPLIES	286.65	0.06	7,556.64	0.19	7,520.00	-36.64
212 MOTOR FUELS	148.27	0.03	2,107.38	0.05	2,700.00	592.62
214 UNIFORMS	4,259.94	0.90	4,259.94	0.11	3,000.00	-1,259.94
216 PERIODICALS	0.00		95.00		500.00	405.00
220 REPAIR/MAINTENANCE SUPPLIES	543.63	0.12	1,372.50	0.03	4,000.00	2,627.50
240 SMALL TOOLS/MINOR EQUIPMENT	11,462.90	2.43	50,540.30	1.27	35,000.00	-15,540.30
321 TELEPHONE	180.61	0.04	2,018.79	0.05	2,500.00	481.21
325 COMMUNICATION-OTHER	374.00	0.08	524.00	0.01	0.00	-524.00
330 TRAINING	9,590.00	2.03	20,986.75	0.53	15,000.00	-5,986.75

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
333 STAFF MEETINGS & CONFERENCES	0.00		3,163.63	0.08	6,000.00	2,836.37
334 MEMBERSHIP DUES AND FEES	0.00		953.00	0.02	2,500.00	1,547.00
343 OTHER ADVERTISING	0.00		150.00		300.00	150.00
360 INSURANCE	-341.66	-0.07	3,937.62	0.10	7,620.00	3,682.38
370 MAINTENANCE/SUPPORT FEES	0.00		0.00		400.00	400.00
380 UTILITY SERVICES	1,827.56	0.39	8,229.56	0.21	10,000.00	1,770.44
400 REPAIRS & MAINTENANCE	2,016.12	0.43	20,384.05	0.51	7,000.00	-13,384.05
430 OTHER SERVICE/CHARGES-MISC.	30.00	0.01	46,318.02	1.17	46,000.00	-318.02
444 OTHER CONTRACTUAL SERVICES	0.00		7,872.81	0.20	5,000.00	-2,872.81
Account Total	31,592.48	6.70	255,019.23	6.42	221,201.00	-33,818.23
Total Department	31,592.48	6.70	255,334.16	6.43	222,925.00	-32,409.16
Building Inspection						
Building Inspection						
331 TRAVEL/MILEAGE	509.24	0.11	3,359.94	0.08	3,200.00	-159.94
444 OTHER CONTRACTUAL SERVICES	9,239.05	1.96	79,294.97	2.00	45,000.00	-34,294.97
Account Total	9,748.29	2.07	82,654.91	2.08	48,200.00	-34,454.91
Total Department	9,748.29	2.07	82,654.91	2.08	48,200.00	-34,454.91
Animal Control						
Animal Control						
210 OPERATING SUPPLIES	0.00		0.00		175.00	175.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		150.00	150.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		2,000.00	2,000.00
Account Total					2,325.00	2,325.00
Total Department					2,325.00	2,325.00
Highways, Streets, Roadways						
Highways, Streets, Roadways						
101 FULL-TIME EMPLOYEES - REGULAR	6,296.66	1.33	105,739.79	2.66	109,700.00	3,960.21
103 PART-TIME EMPLOYEES	0.00		3,205.04	0.08	11,342.00	8,136.96
121 EMPLOYER PERA CONTRIBUTIONS	486.46	0.10	7,944.16	0.20	9,079.00	1,134.84
122 EMPLOYER FICA CONTRIBUTIONS	731.17	0.15	6,673.05	0.17	7,504.00	830.95
123 EMPLOYER MEDICARE CONTRIBUTION	171.01	0.04	1,560.74	0.04	1,755.00	194.26
130 EMPLOYER PAID INSURANCE	2,545.44	0.54	30,254.68	0.76	31,614.00	1,359.32
150 WORKER'S COMPENSATION	0.00		10,720.88	0.27	7,800.00	-2,920.88
210 OPERATING SUPPLIES	1,530.29	0.32	11,139.24	0.28	10,000.00	-1,139.24
212 MOTOR FUELS	166.42	0.04	3,403.19	0.09	5,000.00	1,596.81
214 UNIFORMS	281.18	0.06	705.94	0.02	1,300.00	594.06
220 REPAIR/MAINTENANCE SUPPLIES	859.71	0.18	19,102.93	0.48	16,000.00	-3,102.93
240 SMALL TOOLS/MINOR EQUIPMENT	119.93	0.03	1,954.81	0.05	3,000.00	1,045.19
321 TELEPHONE	-215.10	-0.05	1,486.81	0.04	2,310.00	823.19
325 COMMUNICATION-OTHER	15.00		90.00		0.00	-90.00
333 STAFF MEETINGS & CONFERENCES	99.00	0.02	99.00		1,200.00	1,101.00
334 MEMBERSHIP DUES AND FEES	0.00		62.00		50.00	-12.00
343 OTHER ADVERTISING	0.00		29.67		250.00	220.33
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		250.00	250.00
360 INSURANCE	-178.27	-0.04	5,515.09	0.14	6,000.00	484.91
380 UTILITY SERVICES	2,480.81	0.53	11,810.97	0.30	14,000.00	2,189.03
400 REPAIRS & MAINTENANCE	1,149.03	0.24	15,582.57	0.39	10,000.00	-5,582.57
410 RENTALS	0.00		918.15	0.02	100.00	-818.15
420 DEPRECIATION	0.00		258.70	0.01	0.00	-258.70

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
430 OTHER SERVICE/CHARGES-MISC.	36.43	0.01	2,322.75	0.06	2,500.00	177.25
431 Grants	0.00		10,944.46	0.28	0.00	-10,944.46
440 PROFESSIONAL SERVICES	0.00		1,250.00	0.03	1,500.00	250.00
444 OTHER CONTRACTUAL SERVICES	0.00		390.68	0.01	2,000.00	1,609.32
Account Total	16,575.17	3.51	253,165.30	6.38	254,254.00	1,088.70
Total Department	16,575.17	3.51	253,165.30	6.38	254,254.00	1,088.70
Paved Streets						
Paved Streets						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		5,022.55	0.13	10,000.00	4,977.45
303 ENGINEERING FEES	6,701.64	1.42	40,725.80	1.03	41,000.00	274.20
400 REPAIRS & MAINTENANCE	11,128.42	2.36	133,925.08	3.37	151,268.00	17,342.92
Account Total	17,830.06	3.78	179,673.43	4.53	202,268.00	22,594.57
Total Department	17,830.06	3.78	179,673.43	4.53	202,268.00	22,594.57
Ice & Snow Removal						
Ice & Snow Removal						
102 FULL-TIME EMPLOYEES - OVERTIME	3,126.08	0.66	27,280.04	0.69	13,000.00	-14,280.04
121 EMPLOYER PERA CONTRIBUTIONS	161.25	0.03	1,972.73	0.05	975.00	-997.73
122 EMPLOYER FICA CONTRIBUTIONS	127.22	0.03	1,566.85	0.04	806.00	-760.85
123 EMPLOYER MEDICARE CONTRIBUTION	29.74	0.01	366.55	0.01	189.00	-177.55
130 EMPLOYER PAID INSURANCE	392.40	0.08	4,105.96	0.10	2,500.00	-1,605.96
150 WORKER'S COMPENSATION	0.00		1,007.60	0.03	1,000.00	-7.60
210 OPERATING SUPPLIES	1,500.87	0.32	9,090.10	0.23	8,000.00	-1,090.10
212 MOTOR FUELS	29.81	0.01	51.04		1,000.00	948.96
220 REPAIR/MAINTENANCE SUPPLIES	9,029.90	1.91	33,490.05	0.84	20,000.00	-13,490.05
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		506.93	0.01	500.00	-6.93
360 INSURANCE	-11.77		263.75	0.01	300.00	36.25
400 REPAIRS & MAINTENANCE	2,308.28	0.49	16,900.90	0.43	8,200.00	-8,700.90
410 RENTALS	0.00		0.00		50.00	50.00
430 OTHER SERVICE/CHARGES-MISC.	-996.57	-0.21	-569.60	-0.01	2,500.00	3,069.60
444 OTHER CONTRACTUAL SERVICES	0.00		1,485.00	0.04	5,000.00	3,515.00
Account Total	15,697.21	3.33	97,517.90	2.46	64,020.00	-33,497.90
Total Department	15,697.21	3.33	97,517.90	2.46	64,020.00	-33,497.90
Street Lighting						
Street Lighting						
380 UTILITY SERVICES	16,842.33	3.57	66,389.71	1.67	55,000.00	-11,389.71
Account Total	16,842.33	3.57	66,389.71	1.67	55,000.00	-11,389.71
Total Department	16,842.33	3.57	66,389.71	1.67	55,000.00	-11,389.71
Sidewalks						
Sidewalks						
303 ENGINEERING FEES	0.00		550.00	0.01	0.00	-550.00
400 REPAIRS & MAINTENANCE	0.00		800.00	0.02	50,000.00	49,200.00
430 OTHER SERVICE/CHARGES-MISC.	50,000.00	10.60	50,000.00	1.26	0.00	-50,000.00
Account Total	50,000.00	10.60	51,350.00	1.29	50,000.00	-1,350.00
Total Department	50,000.00	10.60	51,350.00	1.29	50,000.00	-1,350.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Waste Collection and Disposal						
Waste Collection & Disposal						
430 OTHER SERVICE/CHARGES-MISC.	1,672.08	0.35	10,374.68	0.26	9,800.00	-574.68
Account Total	1,672.08	0.35	10,374.68	0.26	9,800.00	-574.68
Total Department	1,672.08	0.35	10,374.68	0.26	9,800.00	-574.68
Emer Mgmt/Health						
Emer Mgmt/Health						
210 OPERATING SUPPLIES	658.00	0.14	734.39	0.02	2,000.00	1,265.61
360 INSURANCE	-29.88	-0.01	683.84	0.02	760.00	76.16
380 UTILITY SERVICES	331.98	0.07	1,698.00	0.04	2,000.00	302.00
400 REPAIRS & MAINTENANCE	0.00		0.00		2,000.00	2,000.00
430 OTHER SERVICE/CHARGES-MISC.	50,733.30	10.75	213,403.79	5.38	7,000.00	-206,403.79
431 Grants	0.00		2,399.85	0.06	0.00	-2,399.85
444 OTHER CONTRACTUAL SERVICES	0.00		670.40	0.02	1,000.00	329.60
Account Total	51,693.40	10.96	219,590.27	5.53	14,760.00	-204,830.27
Total Department	51,693.40	10.96	219,590.27	5.53	14,760.00	-204,830.27
Parks and Recreation						
Parks & Recreation						
210 OPERATING SUPPLIES	39.09	0.01	979.20	0.02	500.00	-479.20
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		100.00	100.00
321 TELEPHONE	403.02	0.09	3,832.95	0.10	4,500.00	667.05
325 COMMUNICATION-OTHER	15.00		110.00		100.00	-10.00
333 STAFF MEETINGS & CONFERENCES	634.95	0.13	754.69	0.02	50.00	-704.69
334 MEMBERSHIP DUES AND FEES	0.00		484.00	0.01	500.00	16.00
410 RENTALS	0.00		0.00		30.00	30.00
430 OTHER SERVICE/CHARGES-MISC.	11.00		1,029.33	0.03	3,500.00	2,470.67
Account Total	1,103.06	0.23	7,190.17	0.18	9,280.00	2,089.83
Total Department	1,103.06	0.23	7,190.17	0.18	9,280.00	2,089.83
Playgrounds						
Playgrounds						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		757.74	0.02	3,000.00	2,242.26
Account Total			757.74	0.02	3,000.00	2,242.26
Total Department			757.74	0.02	3,000.00	2,242.26
Swimming Pool						
Swimming Pool						
101 FULL-TIME EMPLOYEES - REGULAR	0.00		281.49	0.01	0.00	-281.49
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		5,348.65	0.13	9,300.00	3,951.35
103 PART-TIME EMPLOYEES	0.00		154,692.91	3.90	141,500.00	-13,192.91
121 EMPLOYER PERA CONTRIBUTIONS	0.00		254.97	0.01	0.00	-254.97
122 EMPLOYER FICA CONTRIBUTIONS	19.64		9,948.65	0.25	8,773.00	-1,175.65
123 EMPLOYER MEDICARE CONTRIBUTION	4.59		2,326.67	0.06	2,052.00	-274.67
130 EMPLOYER PAID INSURANCE	0.00		737.05	0.02	500.00	-237.05
150 WORKER'S COMPENSATION	0.00		9,543.42	0.24	5,800.00	-3,743.42
210 OPERATING SUPPLIES	0.00		10,292.44	0.26	25,000.00	14,707.56
220 REPAIR/MAINTENANCE SUPPLIES	0.00		13,361.50	0.34	12,000.00	-1,361.50
221 LG REPAIR/MAINT SUPPLIES	0.00		0.00		20,000.00	20,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
262 COST OF CONCESSIONS	0.00		25,362.24	0.64	25,000.00	-362.24
321 TELEPHONE	68.82	0.01	843.04	0.02	1,100.00	256.96

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
343 OTHER ADVERTISING	500.00	0.11	775.00	0.02	150.00	-625.00
344 PROMOTION	0.00		50.00		3,000.00	2,950.00
360 INSURANCE	-110.23	-0.02	2,552.65	0.06	3,300.00	747.35
370 MAINTENANCE/SUPPORT FEES	0.00		1,178.68	0.03	2,500.00	1,321.32
380 UTILITY SERVICES	675.97	0.14	52,193.98	1.31	65,000.00	12,806.02
400 REPAIRS & MAINTENANCE	1,570.26	0.33	9,920.88	0.25	4,000.00	-5,920.88
410 RENTALS	0.00		0.00		750.00	750.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		2,458.96	0.06	10,000.00	7,541.04
Account Total	2,729.05	0.58	302,123.18	7.61	340,725.00	38,601.82
Total Department	2,729.05	0.58	302,123.18	7.61	340,725.00	38,601.82
Other Recreational Facilities						
Other Recreational Facilities						
103 PART-TIME EMPLOYEES	0.00		524.99	0.01	3,000.00	2,475.01
122 EMPLOYER FICA CONTRIBUTIONS	0.00		32.54		186.00	153.46
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		7.61		44.00	36.39
210 OPERATING SUPPLIES	922.03	0.20	4,123.39	0.10	8,500.00	4,376.61
214 UNIFORMS	209.90	0.04	599.84	0.02	500.00	-99.84
220 REPAIR/MAINTENANCE SUPPLIES	81.55	0.02	5,137.43	0.13	5,500.00	362.57
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		2,341.00	0.06	2,850.00	509.00
333 STAFF MEETINGS & CONFERENCES	0.00		11.32		350.00	338.68
334 MEMBERSHIP DUES AND FEES	0.00		130.00		450.00	320.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	-35.66	-0.01	414.82	0.01	2,000.00	1,585.18
380 UTILITY SERVICES	1,060.75	0.22	10,139.23	0.26	9,000.00	-1,139.23
400 REPAIRS & MAINTENANCE	28.98	0.01	13,603.67	0.34	8,500.00	-5,103.67
430 OTHER SERVICE/CHARGES-MISC.	16.79		1,322.79	0.03	3,000.00	1,677.21
444 OTHER CONTRACTUAL SERVICES	0.00		17,214.00	0.43	21,600.00	4,386.00
Account Total	2,284.34	0.48	55,602.63	1.40	65,730.00	10,127.37
Total Department	2,284.34	0.48	55,602.63	1.40	65,730.00	10,127.37
Park Areas						
Park Areas						
101 FULL-TIME EMPLOYEES - REGULAR	15,037.25	3.19	186,307.92	4.69	185,600.00	-707.92
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		383.96	0.01	2,000.00	1,616.04
103 PART-TIME EMPLOYEES	2,230.09	0.47	18,040.51	0.45	27,000.00	8,959.49
121 EMPLOYER PERA CONTRIBUTIONS	1,226.12	0.26	15,114.97	0.38	14,070.00	-1,044.97
122 EMPLOYER FICA CONTRIBUTIONS	968.12	0.21	11,933.42	0.30	11,631.00	-302.42
123 EMPLOYER MEDICARE CONTRIBUTION	226.40	0.05	2,790.98	0.07	3,112.00	321.02
130 EMPLOYER PAID INSURANCE	3,024.72	0.64	37,089.74	0.93	43,000.00	5,910.26
150 WORKER'S COMPENSATION	0.00		10,813.85	0.27	8,100.00	-2,713.85
210 OPERATING SUPPLIES	0.00		7,419.88	0.19	3,000.00	-4,419.88
212 MOTOR FUELS	334.78	0.07	3,571.69	0.09	6,000.00	2,428.31
214 UNIFORMS	236.38	0.05	434.72	0.01	1,500.00	1,065.28
220 REPAIR/MAINTENANCE SUPPLIES	292.97	0.06	6,828.84	0.17	12,000.00	5,171.16
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		752.47	0.02	3,000.00	2,247.53
262 COST OF CONCESSIONS	0.00		821.05	0.02	2,000.00	1,178.95
304 LEGAL FEES	0.00		43.50		0.00	-43.50
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		400.00	400.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		150.00	150.00
360 INSURANCE	-554.49	-0.12	12,617.83	0.32	10,000.00	-2,617.83

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
380 UTILITY SERVICES	1,383.93	0.29	6,627.85	0.17	6,000.00	-627.85
400 REPAIRS & MAINTENANCE	0.00		585.63	0.01	1,000.00	414.37
410 RENTALS	0.00		4,582.65	0.12	6,500.00	1,917.35
430 OTHER SERVICE/CHARGES-MISC.	20.00		400.25	0.01	3,000.00	2,599.75
444 OTHER CONTRACTUAL SERVICES	0.00		4,340.00	0.11	6,500.00	2,160.00
Account Total	24,426.27	5.18	331,501.71	8.35	355,563.00	24,061.29
Total Department	24,426.27	5.18	331,501.71	8.35	355,563.00	24,061.29
Forestry and Nursery						
Forestry & Nursery						
210 OPERATING SUPPLIES	639.95	0.14	674.92	0.02	600.00	-74.92
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		339.98	0.01	750.00	410.02
333 STAFF MEETINGS & CONFERENCES	0.00		600.00	0.02	300.00	-300.00
334 MEMBERSHIP DUES AND FEES	0.00		15.00		25.00	10.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		100.00	100.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		3,519.88	0.09	8,700.00	5,180.12
444 OTHER CONTRACTUAL SERVICES	0.00		1,966.22	0.05	14,000.00	12,033.78
Account Total	639.95	0.14	7,116.00	0.18	24,475.00	17,359.00
Total Department	639.95	0.14	7,116.00	0.18	24,475.00	17,359.00
Historic Watertower						
Historic Watertower						
430 OTHER SERVICE/CHARGES-MISC.	134.75	0.03	756.79	0.02	2,000.00	1,243.21
Account Total	134.75	0.03	756.79	0.02	2,000.00	1,243.21
Total Department	134.75	0.03	756.79	0.02	2,000.00	1,243.21
Dodge County Arena						
Dodge County Arena						
430 OTHER SERVICE/CHARGES-MISC.	15,262.44	3.23	28,275.44	0.71	22,677.00	-5,598.44
440 PROFESSIONAL SERVICES	0.00		270.00	0.01	300.00	30.00
Account Total	15,262.44	3.23	28,545.44	0.72	22,977.00	-5,568.44
Total Department	15,262.44	3.23	28,545.44	0.72	22,977.00	-5,568.44
Capital						
Council						
580 OTHER EQUIPMENT	0.00		0.00		22,500.00	22,500.00
Account Total					22,500.00	22,500.00
City Clerk						
570 OFFICE EQUIP AND FURNISHINGS	0.00		13,089.47	0.33	6,000.00	-7,089.47
Account Total			13,089.47	0.33	6,000.00	-7,089.47
Police						
550 MOTOR VEHICLES	3,630.05	0.77	79,809.95	2.01	0.00	-79,809.95
611 BOND INTEREST	614.24	0.13	5,010.22	0.13	0.00	-5,010.22
Account Total	4,244.29	0.90	84,820.17	2.14		-84,820.17
Fire						
550 MOTOR VEHICLES	0.00		0.00		56,666.00	56,666.00
Account Total					56,666.00	56,666.00
Highways, Streets, Roadways						
530 IMPR OTHER THAN BUILDINGS	0.00		0.00		50,000.00	50,000.00
540 HEAVY MACHINERY	0.00		0.00		74,136.00	74,136.00
550 MOTOR VEHICLES	567.09	0.12	3,360.41	0.08	0.00	-3,360.41
611 BOND INTEREST	72.99	0.02	439.70	0.01	0.00	-439.70
Account Total	640.08	0.14	3,800.11	0.10	124,136.00	120,335.89

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Park Areas						
530 IMPR OTHER THAN BUILDINGS	18,412.97	3.90	56,515.42	1.42	55,800.00	-715.42
550 MOTOR VEHICLES	831.25	0.18	3,113.98	0.08	30,000.00	26,886.02
611 BOND INTEREST	144.99	0.03	860.12	0.02	0.00	-860.12
Account Total	19,389.21	4.11	60,489.52	1.52	85,800.00	25,310.48
Total Department	24,273.58	5.14	162,199.27	4.09	295,102.00	132,902.73
Unallocated Expenses						
Unallocated Expenditures						
360 INSURANCE	-371.43	-0.08	17,554.79	0.44	21,650.00	4,095.21
430 OTHER SERVICE/CHARGES-MISC.	2,503.17	0.53	2,503.17	0.06	7,970.00	5,466.83
433 MMUA SAFETY PROGRAM	19.26		5,924.49	0.15	7,000.00	1,075.51
Account Total	2,151.00	0.46	25,982.45	0.65	36,620.00	10,637.55
Total Department	2,151.00	0.46	25,982.45	0.65	36,620.00	10,637.55
Other Financing Uses						
Other Financing Uses						
720 OPERATING TRANSFERS	0.00		89,000.00	2.24	89,000.00	0.00
Account Total			89,000.00	2.24	89,000.00	
Total Department			89,000.00	2.24	89,000.00	
Total Expenses	471,855.97	100.00	3,969,743.80	100.00	3,854,272.00	-115,471.80
Net Income(Loss)	1,166,585.66	247.23	231,236.68	5.82		

211 Library Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Library						
3101 CURRENT AD VALOREM TAXES	167,456.50	461.91	334,913.00	88.93	334,913.00	0.00
3362 COUNTY CONTR - SELCO	0.00		61,327.12	16.28	61,396.00	-68.88
3363 GRANT	0.00		968.89	0.26	0.00	968.89
3410 CHARGES FOR SERVICES	29.33	0.08	444.46	0.12	400.00	44.46
3412 CHARGES FOR SERVICES-PRIN	60.78	0.17	1,122.62	0.30	400.00	722.62
3513 LIBRARY FINES	259.63	0.72	3,211.58	0.85	5,000.00	-1,788.42
3621 INTEREST EARNED	49.00	0.14	1,237.00	0.33	150.00	1,087.00
3623 CONTR/DONATION FROM PRIVA	93.02	0.26	5,806.41	1.54	1,050.00	4,756.41
3624 MISC REVENUE - REFUNDS	0.25		1,002.97	0.27	400.00	602.97
Total Department	167,948.51	463.27	410,034.05	108.88	403,709.00	6,325.05
Total Revenue	167,948.51	100.00	410,034.05	100.00	403,709.00	6,325.05
Expenses						
Government Buildings and Library						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	783.26	2.16	9,823.87	2.61	9,974.00	150.13
121 EMPLOYER PERA CONTRIBUTIONS	57.51	0.16	735.63	0.20	728.00	-7.63
122 EMPLOYER FICA CONTRIBUTIONS	46.15	0.13	589.35	0.16	602.00	12.65
123 EMPLOYER MEDICARE CONTRIBUTION	10.80	0.03	137.85	0.04	250.00	112.15
Account Total	897.72	2.48	11,286.70	3.00	11,554.00	267.30
Total Department	897.72	2.48	11,286.70	3.00	11,554.00	267.30
Library						
Library						
101 FULL-TIME EMPLOYEES - REGULAR	17,592.83	48.53	211,993.56	56.29	241,750.00	29,756.44
102 FULL-TIME EMPLOYEES - OVERTIME	66.69	0.18	66.69	0.02	0.00	-66.69
103 PART-TIME EMPLOYEES	0.00		5,719.09	1.52	0.00	-5,719.09
121 EMPLOYER PERA CONTRIBUTIONS	1,125.99	3.11	16,251.38	4.32	18,300.00	2,048.62
122 EMPLOYER FICA CONTRIBUTIONS	1,083.92	2.99	13,128.66	3.49	15,128.00	1,999.34
123 EMPLOYER MEDICARE CONTRIBUTION	253.50	0.70	3,070.22	0.82	3,583.00	512.78
130 EMPLOYER PAID INSURANCE	3,041.58	8.39	43,645.72	11.59	39,200.00	-4,445.72
150 WORKER'S COMPENSATION	0.00		2,154.19	0.57	1,000.00	-1,154.19
160 LIABILITY INSURANCE	0.00		45.72	0.01	0.00	-45.72
210 OPERATING SUPPLIES	481.71	1.33	3,245.57	0.86	2,800.00	-445.57
216 PERIODICALS	0.00		335.39	0.09	450.00	114.61
218 BOOKS	2,320.24	6.40	10,240.93	2.72	10,800.00	559.07
219 AUDIO VISUAL	681.86	1.88	5,007.45	1.33	5,800.00	792.55
220 REPAIR/MAINTENANCE SUPPLIES	330.06	0.91	954.99	0.25	700.00	-254.99
222 ELECTRONIC SERVICES	0.00		1,531.10	0.41	6,000.00	4,468.90
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		9.48		100.00	90.52
304 LEGAL FEES	29.00	0.08	87.00	0.02	1,000.00	913.00
309 EDP, SOFTWARE & DESIGN	2,808.74	7.75	17,103.24	4.54	15,200.00	-1,903.24
321 TELEPHONE	145.14	0.40	1,568.90	0.42	1,700.00	131.10
325 COMMUNICATION-OTHER	24.20	0.07	24.20	0.01	500.00	475.80
331 TRAVEL/MILEAGE	11.13	0.03	27.37	0.01	500.00	472.63

211 Library Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		850.00	850.00
334 MEMBERSHIP DUES AND FEES	0.00		314.00	0.08	500.00	186.00
343 OTHER ADVERTISING	504.50	1.39	853.50	0.23	250.00	-603.50
360 INSURANCE	-129.78	-0.36	2,897.86	0.77	3,500.00	602.14
370 MAINTENANCE/SUPPORT FEES	41.60	0.11	821.20	0.22	2,000.00	1,178.80
380 UTILITY SERVICES	2,159.69	5.96	12,583.05	3.34	8,700.00	-3,883.05
400 REPAIRS & MAINTENANCE	986.00	2.72	2,528.50	0.67	2,500.00	-28.50
430 OTHER SERVICE/CHARGES-MISC.	54.93	0.15	446.25	0.12	2,000.00	1,553.75
433 MMUA SAFETY PROGRAM	0.00		793.50	0.21	844.00	50.50
440 PROFESSIONAL SERVICES	0.00		270.00	0.07	500.00	230.00
441 LIBRARY PROGRAMS	125.54	0.35	4,712.84	1.25	4,000.00	-712.84
444 OTHER CONTRACTUAL SERVICES	31.50	0.09	220.50	0.06	0.00	-220.50
570 OFFICE EQUIP AND FURNISHINGS	1,584.57	4.37	2,656.74	0.71	2,000.00	-656.74
Account Total	35,355.14	97.52	365,308.79	97.00	392,155.00	26,846.21
Total Department	35,355.14	97.52	365,308.79	97.00	392,155.00	26,846.21
Total Expenses	36,252.86	100.00	376,595.49	100.00	403,709.00	27,113.51
Net Income(Loss)	131,695.65	363.27	33,438.56	8.88		

290 Economic Development

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Community/Economic Development						
3101 CURRENT AD VALOREM TAXES	34,801.00	****.**	69,602.00	115.82	69,602.00	0.00
3107 ABATEMENT LEVY	294.85	-136.20	589.70	0.98	0.00	589.70
3621 INTEREST EARNED	2,372.00	****.**	2,637.00	4.39	2,000.00	637.00
3921 TRANSFER FROM OTHER FUNDS	20,000.00	****.**	20,000.00	33.28	20,000.00	0.00
Total Department	57,467.85	****.**	92,828.70	154.47	91,602.00	1,226.70
Total Revenue	57,467.85	100.00	92,828.70	100.00	91,602.00	1,226.70
Expenses						
Community/Economic Development						
Community/Economic Development						
101 FULL-TIME EMPLOYEES - REGULAR	-246.00	113.63	6,781.74	11.28	11,500.00	4,718.26
121 EMPLOYER PERA CONTRIBUTIONS	0.00		488.07	0.81	863.00	374.93
122 EMPLOYER FICA CONTRIBUTIONS	0.00		423.44	0.70	713.00	289.56
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		98.97	0.16	167.00	68.03
130 EMPLOYER PAID INSURANCE	0.00		538.09	0.90	1,100.00	561.91
150 WORKER'S COMPENSATION	0.00		-35.96	-0.06	300.00	335.96
210 OPERATING SUPPLIES	6.86	-3.17	465.23	0.77	400.00	-65.23
303 ENGINEERING FEES	0.00		0.00		3,000.00	3,000.00
304 LEGAL FEES	0.00		1,348.50	2.24	4,000.00	2,651.50
321 TELEPHONE	22.16	-10.24	329.02	0.55	500.00	170.98
325 COMMUNICATION-OTHER	15.00	-6.93	226.67	0.38	200.00	-26.67
333 STAFF MEETINGS & CONFERENCES	0.00		15.89	0.03	500.00	484.11
334 MEMBERSHIP DUES AND FEES	0.00		415.50	0.69	500.00	84.50
351 LEGAL NOTICES PUBLISHING	0.00		75.00	0.12	0.00	-75.00
360 INSURANCE	-14.51	6.70	339.05	0.56	360.00	20.95
414 COMMERCIAL PROGRAMS	0.00		2,000.00	3.33	20,000.00	18,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		1,265.00	2.10	4,500.00	3,235.00
440 PROFESSIONAL SERVICES	0.00		2,967.44	4.94	500.00	-2,467.44
444 OTHER CONTRACTUAL SERVICES	0.00		42,355.00	70.48	42,500.00	145.00
Account Total	-216.49	100.00	60,096.65	100.00	91,603.00	31,506.35
Total Department	-216.49	100.00	60,096.65	100.00	91,603.00	31,506.35
Total Expenses	-216.49	100.00	60,096.65	100.00	91,603.00	31,506.35
Net Income(Loss)	57,684.34	****.**	32,732.05	54.47		

601 Water Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Distribution						
3611 SPECIAL ASSESSMTS - PRINC	-144.66	-6.58	0.00		0.00	0.00
3612 SPECIAL ASSESSMT-PENALTY/	684.19	31.13	2,212.34	0.33	0.00	2,212.34
3621 INTEREST EARNED	8,557.50	389.34	16,283.78	2.41	5,000.00	11,283.78
3622 RENTS AND ROYALTIES	1,052.10	47.87	22,818.64	3.38	23,500.00	-681.36
3624 MISC REVENUE - REFUNDS	26.08	1.19	10,026.08	1.49	500.00	9,526.08
3626 MONEY MARKET INTEREST	0.00		13.00		0.00	13.00
3710 WATER SALES - CUSTOMERS	92,845.36	4224.18	854,874.88	126.66	754,469.00	100,405.88
3715 CONNECTION/RECONNECTION F	0.00		0.00		100.00	-100.00
3716 WATER ACCESS CHARGE-BP	1,200.00	54.60	44,600.00	6.61	0.00	44,600.00
3718 METER SALES	-7,420.00	-337.59	7,745.00	1.15	6,000.00	1,745.00
3719 WAC Fee	0.00		12,520.00	1.86	0.00	12,520.00
3746 PENALTIES	643.84	29.29	7,787.62	1.15	7,000.00	787.62
3911 SALES OF FIXED ASSETS	0.00		5,650.00	0.84	0.00	5,650.00
Total Department	97,444.41	4433.42	984,531.34	145.87	796,569.00	187,962.34
Total Revenue	97,444.41	100.00	984,531.34	100.00	796,569.00	187,962.34
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	-254,754.25	****.**	0.00		254,283.00	254,283.00
611 BOND INTEREST	-2,044.80	-93.03	42,385.41	6.28	43,597.00	1,211.59
620 PAYING AGENT FEES	0.00		594.00	0.09	0.00	-594.00
Account Total	-256,799.05	****.**	42,979.41	6.37	297,880.00	254,900.59
Total Department	-256,799.05	****.**	42,979.41	6.37	297,880.00	254,900.59
Power and Pumping						
Power & Pumping						
380 UTILITY SERVICES	9,138.88	415.79	44,826.33	6.64	40,000.00	-4,826.33
Account Total	9,138.88	415.79	44,826.33	6.64	40,000.00	-4,826.33
Total Department	9,138.88	415.79	44,826.33	6.64	40,000.00	-4,826.33
Distribution						
Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	12,144.91	552.56	88,932.95	13.18	86,000.00	-2,932.95
102 FULL-TIME EMPLOYEES - OVERTIME	-147.26	-6.70	4,963.68	0.74	5,000.00	36.32
121 EMPLOYER PERA CONTRIBUTIONS	521.79	23.74	6,628.61	0.98	6,825.00	196.39
122 EMPLOYER FICA CONTRIBUTIONS	408.80	18.60	5,249.19	0.78	5,642.00	392.81
123 EMPLOYER MEDICARE CONTRIBUTION	95.49	4.34	1,227.42	0.18	1,320.00	92.58
130 EMPLOYER PAID INSURANCE	1,655.74	75.33	18,353.10	2.72	12,500.00	-5,853.10
150 WORKER'S COMPENSATION	0.00		3,498.71	0.52	3,000.00	-498.71
160 LIABILITY INSURANCE	0.00		45.72	0.01	40.00	-5.72
210 OPERATING SUPPLIES	4,273.00	194.41	33,559.41	4.97	50,000.00	16,440.59
212 MOTOR FUELS	250.38	11.39	1,933.42	0.29	1,200.00	-733.42
214 UNIFORMS	24.99	1.14	357.86	0.05	420.00	62.14
220 REPAIR/MAINTENANCE SUPPLIES	1,135.46	51.66	12,628.64	1.87	62,100.00	49,471.36
240 SMALL TOOLS/MINOR EQUIPMENT	4,874.95	221.80	7,177.14	1.06	5,000.00	-2,177.14

601 Water Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
260 METERS	812.32	36.96	9,567.91	1.42	8,000.00	-1,567.91
360 INSURANCE	-247.46	-11.26	5,568.50	0.83	6,000.00	431.50
400 REPAIRS & MAINTENANCE	28.99	1.32	36,238.81	5.37	85,000.00	48,761.19
410 RENTALS	0.00		0.00		2,600.00	2,600.00
420 DEPRECIATION	0.00		138.00	0.02	0.00	-138.00
430 OTHER SERVICE/CHARGES-MISC.	11.43	0.52	393.93	0.06	3,600.00	3,206.07
433 MMUA SAFETY PROGRAM	19.26	0.88	3,415.07	0.51	4,800.00	1,384.93
435 UNCOLLECTIBLE	0.00		1,482.35	0.22	0.00	-1,482.35
440 PROFESSIONAL SERVICES	210.00	9.55	2,218.00	0.33	2,500.00	282.00
444 OTHER CONTRACTUAL SERVICES	0.00		147.76	0.02	0.00	-147.76
Account Total	26,072.79	1186.23	243,726.18	36.11	351,547.00	107,820.82
Total Department	26,072.79	1186.23	243,726.18	36.11	351,547.00	107,820.82
Administration						
Administration						
101 FULL-TIME EMPLOYEES - REGULAR	5,726.17	260.52	57,261.89	8.48	76,500.00	19,238.11
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		218.69	0.03	0.00	-218.69
121 EMPLOYER PERA CONTRIBUTIONS	302.85	13.78	4,074.54	0.60	5,738.00	1,663.46
122 EMPLOYER FICA CONTRIBUTIONS	285.87	13.01	3,297.63	0.49	4,743.00	1,445.37
123 EMPLOYER MEDICARE CONTRIBUTION	66.86	3.04	771.33	0.11	1,109.00	337.67
130 EMPLOYER PAID INSURANCE	840.38	38.23	10,441.54	1.55	13,000.00	2,558.46
210 OPERATING SUPPLIES	35.28	1.61	786.13	0.12	800.00	13.87
216 PERIODICALS	20.00	0.91	20.00		100.00	80.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
301 AUDITING/ACCOUNTING	0.00		4,446.00	0.66	4,406.00	-40.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
304 LEGAL FEES	0.00		0.00		750.00	750.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		500.00	500.00
321 TELEPHONE	222.46	10.12	1,878.78	0.28	2,400.00	521.22
325 COMMUNICATION-OTHER	1,431.50	65.13	5,841.66	0.87	5,000.00	-841.66
333 STAFF MEETINGS & CONFERENCES	0.00		1,246.53	0.18	1,500.00	253.47
334 MEMBERSHIP DUES AND FEES	21.00	0.96	322.40	0.05	500.00	177.60
343 OTHER ADVERTISING	0.00		0.00		100.00	100.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		1,200.00	1,200.00
370 MAINTENANCE/SUPPORT FEES	0.00		2,473.16	0.37	2,725.00	251.84
430 OTHER SERVICE/CHARGES-MISC.	144.71	6.58	650.46	0.10	200.00	-450.46
438 CREDIT CARD FEES	351.20	15.98	4,255.10	0.63	2,800.00	-1,455.10
440 PROFESSIONAL SERVICES	0.00		1,540.00	0.23	1,800.00	260.00
444 OTHER CONTRACTUAL SERVICES	0.00		2,514.62	0.37	0.00	-2,514.62
Account Total	9,448.28	429.87	102,040.46	15.12	131,371.00	29,330.54
Total Department	9,448.28	429.87	102,040.46	15.12	131,371.00	29,330.54
Depreciation						
Depreciation						
420 DEPRECIATION	215,934.27	9824.35	215,934.27	31.99	0.00	-215,934.27
462 AMORTIZATION EXPENSE	-1,597.22	-72.67	-1,597.22	-0.24	0.00	1,597.22
Account Total	214,337.05	9751.68	214,337.05	31.76		-214,337.05
Total Department	214,337.05	9751.68	214,337.05	31.76		-214,337.05

601 Water Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	0.00		27,014.98	4.00	0.00	-27,014.98
Account Total			27,014.98	4.00		-27,014.98
Total Department			27,014.98	4.00		-27,014.98
Total Expenses	2,197.95	100.00	674,924.41	100.00	820,798.00	145,873.59
Net Income(Loss)	95,246.46	4333.42	309,606.93	45.87		

602 Sewer Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Sewage Distribution						
3612 SPECIAL ASSESSMT-PENALTY/	225.01	-0.27	450.02	0.03	0.00	450.02
3621 INTEREST EARNED	21,677.66	-26.34	40,001.23	2.34	6,000.00	34,001.23
3626 MONEY MARKET INTEREST	9.00	-0.01	70.22		0.00	70.22
3718 METER SALES	7,745.00	-9.41	7,745.00	0.45	8,000.00	-255.00
3720 SEWER SERVICE	184,025.91	-223.64	1,902,450.78	111.44	1,785,000.00	117,450.78
3725 SEWER CONNECTION FEES	750.00	-0.91	41,850.00	2.45	20,000.00	21,850.00
3729 SAC Fee	0.00		12,520.00	0.73	0.00	12,520.00
3746 PENALTIES	1,541.96	-1.87	19,241.65	1.13	18,000.00	1,241.65
3911 SALES OF FIXED ASSETS	0.00		7,500.00	0.44	0.00	7,500.00
3922 OTHER MISC-GOVT	5,161.00	-6.27	113,215.03	6.63	132,500.00	-19,284.97
Total Department	221,135.54	-268.74	2,145,043.93	125.65	1,969,500.00	175,543.93
Total Revenue	221,135.54	100.00	2,145,043.93	100.00	1,969,500.00	175,543.93
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	-774,329.92	941.04	0.00		775,824.00	775,824.00
611 BOND INTEREST	-3,895.81	4.73	112,294.87	6.58	116,395.00	4,100.13
620 PAYING AGENT FEES	0.00		346.50	0.02	0.00	-346.50
Account Total	-778,225.73	945.77	112,641.37	6.60	892,219.00	779,577.63
Total Department	-778,225.73	945.77	112,641.37	6.60	892,219.00	779,577.63
Sewer Plant						
Sewer Plant						
101 FULL-TIME EMPLOYEES - REGULAR	20,779.30	-25.25	176,437.03	10.34	175,400.00	-1,037.03
102 FULL-TIME EMPLOYEES - OVERTIME	-382.89	0.47	10,139.40	0.59	10,000.00	-139.40
103 PART-TIME EMPLOYEES	0.00		3,013.12	0.18	11,440.00	8,426.88
121 EMPLOYER PERA CONTRIBUTIONS	1,081.24	-1.31	13,451.99	0.79	13,905.00	453.01
122 EMPLOYER FICA CONTRIBUTIONS	848.58	-1.03	10,890.77	0.64	12,204.00	1,313.23
123 EMPLOYER MEDICARE CONTRIBUTION	198.57	-0.24	2,547.19	0.15	2,854.00	306.81
130 EMPLOYER PAID INSURANCE	3,475.31	-4.22	37,029.37	2.17	23,550.00	-13,479.37
150 WORKER'S COMPENSATION	0.00		7,802.28	0.46	6,000.00	-1,802.28
160 LIABILITY INSURANCE	0.00		0.00		35.00	35.00
210 OPERATING SUPPLIES	11.28	-0.01	4,726.73	0.28	35,000.00	30,273.27
211 CHEMICALS	5,860.63	-7.12	50,979.83	2.99	60,000.00	9,020.17
212 MOTOR FUELS	0.00		0.00		2,000.00	2,000.00
214 UNIFORMS	0.00		0.00		910.00	910.00
216 PERIODICALS	0.00		0.00		30.00	30.00
220 REPAIR/MAINTENANCE SUPPLIES	2,250.45	-2.73	11,379.37	0.67	16,000.00	4,620.63
221 LG REPAIR/MAINT SUPPLIES	0.00		23,646.00	1.39	50,000.00	26,354.00
240 SMALL TOOLS/MINOR EQUIPMENT	181.38	-0.22	1,022.81	0.06	5,000.00	3,977.19
301 AUDITING/ACCOUNTING	0.00		3,956.00	0.23	3,818.00	-138.00
303 ENGINEERING FEES	810.00	-0.98	12,438.75	0.73	10,000.00	-2,438.75
309 EDP, SOFTWARE & DESIGN	0.00		205.42	0.01	400.00	194.58
321 TELEPHONE	130.04	-0.16	1,384.73	0.08	2,400.00	1,015.27

602 Sewer Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
333 STAFF MEETINGS & CONFERENCES	0.00		1,706.32	0.10	2,200.00	493.68
334 MEMBERSHIP DUES AND FEES	0.00		0.00		130.00	130.00
360 INSURANCE	-339.80	0.41	7,788.40	0.46	8,000.00	211.60
370 MAINTENANCE/SUPPORT FEES	0.00		1,336.75	0.08	1,365.00	28.25
380 UTILITY SERVICES	13,899.12	-16.89	46,361.10	2.72	65,000.00	18,638.90
381 PURCHASED POWER	16,357.71	-19.88	98,452.44	5.77	122,000.00	23,547.56
400 REPAIRS & MAINTENANCE	2,187.79	-2.66	157,206.43	9.21	50,000.00	-107,206.43
430 OTHER SERVICE/CHARGES-MISC.	280.66	-0.34	7,591.26	0.44	3,200.00	-4,391.26
433 MMUA SAFETY PROGRAM	0.00		2,777.25	0.16	4,130.00	1,352.75
440 PROFESSIONAL SERVICES	5,279.86	-6.42	41,076.92	2.41	50,000.00	8,923.08
Account Total	72,909.23	-88.61	735,347.66	43.08	746,971.00	11,623.34
Total Department	72,909.23	-88.61	735,347.66	43.08	746,971.00	11,623.34
Sewage Distribution						
Sewer Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	7,341.42	-8.92	48,131.19	2.82	45,400.00	-2,731.19
102 FULL-TIME EMPLOYEES - OVERTIME	-58.91	0.07	1,541.98	0.09	5,000.00	3,458.02
121 EMPLOYER PERA CONTRIBUTIONS	271.86	-0.33	3,437.03	0.20	3,780.00	342.97
122 EMPLOYER FICA CONTRIBUTIONS	212.59	-0.26	2,715.11	0.16	3,125.00	409.89
123 EMPLOYER MEDICARE CONTRIBUTION	49.76	-0.06	635.02	0.04	731.00	95.98
130 EMPLOYER PAID INSURANCE	851.93	-1.04	9,587.24	0.56	7,500.00	-2,087.24
150 WORKER'S COMPENSATION	0.00		2,377.70	0.14	3,000.00	622.30
160 LIABILITY INSURANCE	0.00		45.72		40.00	-5.72
210 OPERATING SUPPLIES	2,697.21	-3.28	11,027.48	0.65	11,000.00	-27.48
212 MOTOR FUELS	628.57	-0.76	3,608.12	0.21	6,400.00	2,791.88
214 UNIFORMS	453.10	-0.55	1,290.34	0.08	210.00	-1,080.34
220 REPAIR/MAINTENANCE SUPPLIES	233.53	-0.28	2,414.95	0.14	2,000.00	-414.95
240 SMALL TOOLS/MINOR EQUIPMENT	4.99	-0.01	1,390.39	0.08	1,500.00	109.61
260 METERS	812.32	-0.99	9,567.92	0.56	8,000.00	-1,567.92
303 ENGINEERING FEES	20,940.08	-25.45	28,189.44	1.65	0.00	-28,189.44
360 INSURANCE	-571.07	0.69	12,073.41	0.71	13,000.00	926.59
380 UTILITY SERVICES	557.35	-0.68	3,998.07	0.23	3,500.00	-498.07
400 REPAIRS & MAINTENANCE	20,028.99	-24.34	55,455.04	3.25	65,000.00	9,544.96
410 RENTALS	0.00		0.00		100.00	100.00
420 DEPRECIATION	0.00		138.00	0.01	0.00	-138.00
430 OTHER SERVICE/CHARGES-MISC.	11.43	-0.01	643.93	0.04	3,000.00	2,356.07
433 MMUA SAFETY PROGRAM	206.25	-0.25	1,194.54	0.07	590.00	-604.54
435 UNCOLLECTIBLE	0.00		1,040.06	0.06	0.00	-1,040.06
440 PROFESSIONAL SERVICES	0.00		450.00	0.03	2,000.00	1,550.00
444 OTHER CONTRACTUAL SERVICES	0.00		15,374.16	0.90	0.00	-15,374.16
Account Total	54,671.40	-66.44	216,326.84	12.67	184,876.00	-31,450.84
Total Department	54,671.40	-66.44	216,326.84	12.67	184,876.00	-31,450.84
San Sewer-Admin/General						
San Sewer-Admin/General						
101 FULL-TIME EMPLOYEES - REGULAR	4,186.47	-5.09	47,356.55	2.77	60,000.00	12,643.45
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		145.80	0.01	1,000.00	854.20
121 EMPLOYER PERA CONTRIBUTIONS	247.50	-0.30	3,457.67	0.20	4,575.00	1,117.33
122 EMPLOYER FICA CONTRIBUTIONS	192.66	-0.23	2,727.04	0.16	3,782.00	1,054.96
123 EMPLOYER MEDICARE CONTRIBUTION	45.07	-0.05	637.65	0.04	885.00	247.35
130 EMPLOYER PAID INSURANCE	682.32	-0.83	8,370.24	0.49	9,600.00	1,229.76

602 Sewer Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
150 WORKER'S COMPENSATION	0.00		0.00		350.00	350.00
210 OPERATING SUPPLIES	25.73	-0.03	912.48	0.05	1,500.00	587.52
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		590.00	590.00
301 AUDITING/ACCOUNTING	0.00		490.00	0.03	585.00	95.00
303 ENGINEERING FEES	0.00		0.00		500.00	500.00
304 LEGAL FEES	0.00		72.50		0.00	-72.50
321 TELEPHONE	364.18	-0.44	2,518.94	0.15	2,956.00	437.06
325 COMMUNICATION-OTHER	1,427.11	-1.73	5,816.25	0.34	5,000.00	-816.25
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		143.00	0.01	20.00	-123.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		25.00	25.00
370 MAINTENANCE/SUPPORT FEES	0.00		1,134.66	0.07	1,750.00	615.34
430 OTHER SERVICE/CHARGES-MISC.	15.00	-0.02	345.00	0.02	50.00	-295.00
438 CREDIT CARD FEES	351.20	-0.43	4,255.10	0.25	2,800.00	-1,455.10
440 PROFESSIONAL SERVICES	0.00		1,070.00	0.06	400.00	-670.00
444 OTHER CONTRACTUAL SERVICES	0.00		2,514.63	0.15	0.00	-2,514.63
Account Total	7,537.24	-9.16	81,967.51	4.80	96,868.00	14,900.49
Total Department	7,537.24	-9.16	81,967.51	4.80	96,868.00	14,900.49
Depreciation						
Depreciation						
420 DEPRECIATION	562,753.06	-683.91	562,753.06	32.97	0.00	-562,753.06
462 AMORTIZATION EXPENSE	-1,930.07	2.35	-1,930.07	-0.11	0.00	1,930.07
Account Total	560,822.99	-681.56	560,822.99	32.85		-560,822.99
Total Department	560,822.99	-681.56	560,822.99	32.85		-560,822.99
Total Expenses	-82,284.87	100.00	1,707,106.37	100.00	1,920,934.00	213,827.63
Net Income(Loss)	303,420.41	-368.74	437,937.56	25.65		

604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Transmission/Distribution						
3483 Program-Other	0.00		42.50		0.00	42.50
3612 SPECIAL ASSESSMT-PENALTY/	145.67	0.03	260.62	0.01	0.00	260.62
3621 INTEREST EARNED	108,753.71	20.24	147,419.63	4.51	10,000.00	137,419.63
3622 RENTS AND ROYALTIES	4,490.00	0.84	9,519.08	0.29	3,000.00	6,519.08
3624 MISC REVENUE - REFUNDS	-3,472.05	-0.65	219,200.72	6.71	1,000.00	218,200.72
3626 MONEY MARKET INTEREST	9.00		143.79		0.00	143.79
3735 ELECTRIC ASSESSMENT	220.00	0.04	4,620.00	0.14	4,400.00	220.00
3740 ELECTRIC SALES-RES/COMM	294,680.85	54.86	3,688,833.87	112.91	3,980,836.00	-292,002.13
3742 ELECTRIC SALES-DEMAND	44,244.16	8.24	487,366.32	14.92	405,000.00	82,366.32
3745 CONNECTION/RECONNECTION F	500.00	0.09	4,550.00	0.14	4,800.00	-250.00
3746 PENALTIES	3,134.22	0.58	42,771.14	1.31	40,000.00	2,771.14
3747 ELECTRIC METER HOOKUP FEE	65.00	0.01	1,760.00	0.05	0.00	1,760.00
3748 Recapture Written Off	0.00		59.99		0.00	59.99
3749 CIP Chg	8,424.34	1.57	110,440.12	3.38	111,463.00	-1,022.88
3911 SALES OF FIXED ASSETS	0.00		4,350.00	0.13	0.00	4,350.00
Total Department	461,194.90	85.85	4,721,337.78	144.52	4,560,499.00	160,838.78
Total Revenue	461,194.90	100.00	4,721,337.78	100.00	4,560,499.00	160,838.78
Expenses						
Government Buildings and Library						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	283.01	0.05	2,939.75	0.09	2,950.00	10.25
121 EMPLOYER PERA CONTRIBUTIONS	14.38		213.59	0.01	221.00	7.41
122 EMPLOYER FICA CONTRIBUTIONS	11.52		171.34	0.01	183.00	11.66
123 EMPLOYER MEDICARE CONTRIBUTION	2.70		40.04		43.00	2.96
Account Total	311.61	0.06	3,364.72	0.10	3,397.00	32.28
Total Department	311.61	0.06	3,364.72	0.10	3,397.00	32.28
Debt Service						
Debt Service						
601 BOND PRINCIPAL	-45,190.84	-8.41	0.00		45,191.00	45,191.00
611 BOND INTEREST	-231.60	-0.04	7,650.49	0.23	7,167.00	-483.49
620 PAYING AGENT FEES	0.00		99.00		0.00	-99.00
Account Total	-45,422.44	-8.46	7,749.49	0.24	52,358.00	44,608.51
Total Department	-45,422.44	-8.46	7,749.49	0.24	52,358.00	44,608.51
Power Supply						
Power Supply						
381 PURCHASED POWER	310,083.11	57.72	2,195,146.87	67.19	2,716,346.00	521,199.13
Account Total	310,083.11	57.72	2,195,146.87	67.19	2,716,346.00	521,199.13
Total Department	310,083.11	57.72	2,195,146.87	67.19	2,716,346.00	521,199.13

604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Transmission/Distribution						
Transmission/Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	27,439.48	5.11	288,107.50	8.82	340,500.00	52,392.50
102 FULL-TIME EMPLOYEES - OVERTIME	-209.49	-0.04	7,670.72	0.23	13,100.00	5,429.28
121 EMPLOYER PERA CONTRIBUTIONS	1,799.07	0.33	21,364.88	0.65	26,520.00	5,155.12
122 EMPLOYER FICA CONTRIBUTIONS	1,458.47	0.27	17,769.68	0.54	21,923.00	4,153.32
123 EMPLOYER MEDICARE CONTRIBUTION	341.10	0.06	4,155.84	0.13	5,127.00	971.16
124 SICK CONVERSION	0.00		20,170.50	0.62	0.00	-20,170.50
130 EMPLOYER PAID INSURANCE	2,110.98	0.39	29,688.76	0.91	27,000.00	-2,688.76
150 WORKER'S COMPENSATION	0.00		11,109.56	0.34	12,560.00	1,450.44
210 OPERATING SUPPLIES	334.11	0.06	7,459.35	0.23	10,000.00	2,540.65
212 MOTOR FUELS	600.00	0.11	4,107.72	0.13	5,500.00	1,392.28
214 UNIFORMS	90.92	0.02	6,313.59	0.19	2,400.00	-3,913.59
220 REPAIR/MAINTENANCE SUPPLIES	-16,439.11	-3.06	30,952.22	0.95	91,500.00	60,547.78
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		6,204.27	0.19	4,000.00	-2,204.27
260 METERS	0.00		1,030.09	0.03	10,000.00	8,969.91
270 TRANSFORMERS	1,904.00	0.35	29,973.71	0.92	25,000.00	-4,973.71
303 ENGINEERING FEES	4,780.00	0.89	6,355.00	0.19	5,000.00	-1,355.00
343 OTHER ADVERTISING	0.00		30.00		250.00	220.00
360 INSURANCE	-322.12	-0.06	7,156.68	0.22	9,000.00	1,843.32
380 UTILITY SERVICES	2,381.11	0.44	11,461.33	0.35	13,500.00	2,038.67
400 REPAIRS & MAINTENANCE	707.50	0.13	5,350.70	0.16	5,000.00	-350.70
410 RENTALS	71.82	0.01	503.14	0.02	500.00	-3.14
430 OTHER SERVICE/CHARGES-MISC.	779.55	0.15	3,345.25	0.10	3,600.00	254.75
433 MMUA SAFETY PROGRAM	19.25		4,304.79	0.13	4,720.00	415.21
435 UNCOLLECTIBLE	0.00		12,166.89	0.37	0.00	-12,166.89
437 LOCATES	113.40	0.02	2,198.60	0.07	3,000.00	801.40
444 OTHER CONTRACTUAL SERVICES	0.00		22,690.08	0.69	55,000.00	32,309.92
Account Total	27,960.04	5.20	561,640.85	17.19	694,700.00	133,059.15
Total Department	27,960.04	5.20	561,640.85	17.19	694,700.00	133,059.15
Customer Account/Meter Reader						
Customer Account/Mtr Reader						
613 Customer Interest	1,443.80	0.27	1,443.80	0.04	100.00	-1,343.80
Account Total	1,443.80	0.27	1,443.80	0.04	100.00	-1,343.80
Total Department	1,443.80	0.27	1,443.80	0.04	100.00	-1,343.80
Administration & General						
Administration & General						
101 FULL-TIME EMPLOYEES - REGULAR	9,198.07	1.71	110,382.77	3.38	146,000.00	35,617.23
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		363.55	0.01	2,000.00	1,636.45
121 EMPLOYER PERA CONTRIBUTIONS	534.24	0.10	7,949.85	0.24	11,100.00	3,150.15
122 EMPLOYER FICA CONTRIBUTIONS	464.84	0.09	6,400.20	0.20	9,176.00	2,775.80
123 EMPLOYER MEDICARE CONTRIBUTION	108.75	0.02	1,496.84	0.05	2,147.00	650.16
130 EMPLOYER PAID INSURANCE	1,521.33	0.28	19,467.68	0.60	31,000.00	11,532.32
150 WORKER'S COMPENSATION	0.00		0.00		840.00	840.00
160 LIABILITY INSURANCE	0.00		45.72		40.00	-5.72
210 OPERATING SUPPLIES	71.82	0.01	1,336.46	0.04	2,750.00	1,413.54
240 SMALL TOOLS/MINOR EQUIPMENT	326.39	0.06	326.39	0.01	500.00	173.61
301 AUDITING/ACCOUNTING	0.00		4,446.00	0.14	4,406.00	-40.00
304 LEGAL FEES	515.00	0.10	970.00	0.03	5,000.00	4,030.00

604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
309 EDP, SOFTWARE & DESIGN	0.00		0.00		1,000.00	1,000.00
321 TELEPHONE	1,028.54	0.19	8,070.62	0.25	7,920.00	-150.62
325 COMMUNICATION-OTHER	2,914.20	0.54	11,933.12	0.37	10,500.00	-1,433.12
333 STAFF MEETINGS & CONFERENCES	949.38	0.18	5,063.30	0.15	3,500.00	-1,563.30
334 MEMBERSHIP DUES AND FEES	3,000.00	0.56	23,915.00	0.73	40,000.00	16,085.00
343 OTHER ADVERTISING	0.00		1,157.63	0.04	0.00	-1,157.63
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		150.00	150.00
370 MAINTENANCE/SUPPORT FEES	0.00		4,411.72	0.14	4,000.00	-411.72
400 REPAIRS & MAINTENANCE	0.00		0.00		550.00	550.00
429 CIP PROGRAM	17,833.29	3.32	54,013.34	1.65	95,244.00	41,230.66
430 OTHER SERVICE/CHARGES-MISC.	2,210.67	0.41	18,039.44	0.55	135,000.00	116,960.56
438 CREDIT CARD FEES	801.40	0.15	9,480.20	0.29	5,600.00	-3,880.20
440 PROFESSIONAL SERVICES	0.00		1,925.00	0.06	7,500.00	5,575.00
444 OTHER CONTRACTUAL SERVICES	0.00		5,029.26	0.15	0.00	-5,029.26
Account Total	41,477.92	7.72	296,224.09	9.07	525,923.00	229,698.91
Total Department	41,477.92	7.72	296,224.09	9.07	525,923.00	229,698.91
Depreciation						
Depreciation						
420 DEPRECIATION	85,147.64	15.85	85,147.64	2.61	100,000.00	14,852.36
462 AMORTIZATION EXPENSE	5,137.98	0.96	5,137.98	0.16	0.00	-5,137.98
Account Total	90,285.62	16.81	90,285.62	2.76	100,000.00	9,714.38
Total Department	90,285.62	16.81	90,285.62	2.76	100,000.00	9,714.38
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	111,058.25	20.67	111,058.25	3.40	75,000.00	-36,058.25
Account Total	111,058.25	20.67	111,058.25	3.40	75,000.00	-36,058.25
Total Department	111,058.25	20.67	111,058.25	3.40	75,000.00	-36,058.25
Total Expenses	537,197.91	100.00	3,266,913.69	100.00	4,167,824.00	900,910.31
Net Income(Loss)	-76,003.01	-14.15	1,454,424.09	44.52		

605 Storm Water

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Storm Public Works						
3621 INTEREST EARNED	21,421.97	-323.47	41,802.00	17.60	3,000.00	38,802.00
3624 MISC REVENUE - REFUNDS	50,000.00	-755.01	50,000.00	21.05	0.00	50,000.00
3626 MONEY MARKET INTEREST	72.57	-1.10	651.23	0.27	0.00	651.23
3730 STORM USER CHARGE	37,915.60	-572.53	447,455.77	188.42	432,280.00	15,175.77
3746 PENALTIES	333.23	-5.03	4,404.59	1.85	2,200.00	2,204.59
Total Department	109,743.37	****.**	544,313.59	229.21	437,480.00	106,833.59
Total Revenue	109,743.37	100.00	544,313.59	100.00	437,480.00	106,833.59
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	-114,451.07	1728.23	0.00		114,451.00	114,451.00
611 BOND INTEREST	-872.44	13.17	29,451.64	12.40	30,324.00	872.36
620 PAYING AGENT FEES	0.00		346.50	0.15	0.00	-346.50
Account Total	-115,323.51	1741.40	29,798.14	12.55	144,775.00	114,976.86
Total Department	-115,323.51	1741.40	29,798.14	12.55	144,775.00	114,976.86
Storm Public Works						
Storm Public Works						
101 FULL-TIME EMPLOYEES - REGULAR	2,035.35	-30.73	29,885.37	12.58	31,000.00	1,114.63
103 PART-TIME EMPLOYEES	0.00		1,068.24	0.45	6,780.00	5,711.76
121 EMPLOYER PERA CONTRIBUTIONS	129.34	-1.95	2,218.16	0.93	2,610.00	391.84
122 EMPLOYER FICA CONTRIBUTIONS	98.87	-1.49	1,805.89	0.76	2,342.00	536.11
123 EMPLOYER MEDICARE CONTRIBUTION	23.11	-0.35	422.22	0.18	504.00	81.78
130 EMPLOYER PAID INSURANCE	655.73	-9.90	7,765.09	3.27	7,621.00	-144.09
210 OPERATING SUPPLIES	315.63	-4.77	3,365.55	1.42	7,000.00	3,634.45
214 UNIFORMS	0.00		0.00		280.00	280.00
220 REPAIR/MAINTENANCE SUPPLIES	137.56	-2.08	1,476.86	0.62	20,500.00	19,023.14
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		500.00	0.21	500.00	0.00
325 COMMUNICATION-OTHER	1,422.11	-21.47	5,786.24	2.44	5,000.00	-786.24
331 TRAVEL/MILEAGE	0.00		0.00		100.00	100.00
360 INSURANCE	-32.00	0.48	745.48	0.31	800.00	54.52
370 MAINTENANCE/SUPPORT FEES	0.00		1,198.66	0.50	1,700.00	501.34
400 REPAIRS & MAINTENANCE	1,228.99	-18.56	14,584.07	6.14	35,000.00	20,415.93
410 RENTALS	0.00		860.50	0.36	0.00	-860.50
420 DEPRECIATION	0.00		258.70	0.11	0.00	-258.70
430 OTHER SERVICE/CHARGES-MISC.	11.42	-0.17	11.42		75.00	63.58
433 MMUA SAFETY PROGRAM	19.26	-0.29	3,322.55	1.40	4,750.00	1,427.45
435 UNCOLLECTIBLE	0.00		67.72	0.03	0.00	-67.72
440 PROFESSIONAL SERVICES	0.00		0.00		5,000.00	5,000.00
Account Total	6,045.37	-91.29	75,342.72	31.73	131,562.00	56,219.28
Total Department	6,045.37	-91.29	75,342.72	31.73	131,562.00	56,219.28

605 Storm Water

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Storm Adminstration						
Storm Admin						
101 FULL-TIME EMPLOYEES - REGULAR	1,218.23	-18.40	15,209.30	6.40	19,500.00	4,290.70
121 EMPLOYER PERA CONTRIBUTIONS	73.20	-1.11	1,103.30	0.46	1,463.00	359.70
122 EMPLOYER FICA CONTRIBUTIONS	57.53	-0.87	881.83	0.37	1,209.00	327.17
123 EMPLOYER MEDICARE CONTRIBUTION	13.46	-0.20	206.17	0.09	283.00	76.83
130 EMPLOYER PAID INSURANCE	188.68	-2.85	2,404.98	1.01	3,000.00	595.02
150 WORKER'S COMPENSATION	0.00		3,368.17	1.42	5,600.00	2,231.83
210 OPERATING SUPPLIES	21.97	-0.33	98.19	0.04	700.00	601.81
301 AUDITING/ACCOUNTING	0.00		988.00	0.42	980.00	-8.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
304 LEGAL FEES	0.00		29.00	0.01	0.00	-29.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		300.00	300.00
343 OTHER ADVERTISING	0.00		248.00	0.10	0.00	-248.00
370 MAINTENANCE/SUPPORT FEES	0.00		141.30	0.06	450.00	308.70
430 OTHER SERVICE/CHARGES-MISC.	15.00	-0.23	305.00	0.13	200.00	-105.00
438 CREDIT CARD FEES	351.20	-5.30	4,255.10	1.79	2,800.00	-1,455.10
440 PROFESSIONAL SERVICES	0.00		1,540.00	0.65	725.00	-815.00
444 OTHER CONTRACTUAL SERVICES	0.00		838.10	0.35	0.00	-838.10
Account Total	1,939.27	-29.28	31,616.44	13.31	42,210.00	10,593.56
Total Department	1,939.27	-29.28	31,616.44	13.31	42,210.00	10,593.56
Depreciation						
Depreciation						
420 DEPRECIATION	101,813.26	****.**	101,813.26	42.87	0.00	-101,813.26
462 AMORTIZATION EXPENSE	-1,096.84	16.56	-1,096.84	-0.46	0.00	1,096.84
Account Total	100,716.42	****.**	100,716.42	42.41		-100,716.42
Total Department	100,716.42	****.**	100,716.42	42.41		-100,716.42
Total Expenses	-6,622.45	100.00	237,473.72	100.00	318,547.00	81,073.28
Net Income(Loss)	116,365.82	****.**	306,839.87	129.21		

606 ICE ARENA

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Ice Arena						
3450 SCHOOL/YOUTH ICE RENTAL	73,335.53	158.80	228,226.64	71.07	200,000.00	28,226.64
3451 LEAGUE HOCKEY	20,284.96	43.92	46,602.48	14.51	79,000.00	-32,397.52
3452 PUBLIC SKATE	493.99	1.07	1,473.21	0.46	2,500.00	-1,026.79
3453 OPEN HOCKEY/ ICE TIME	647.28	1.40	6,434.64	2.00	5,000.00	1,434.64
3454 LEASED SIGN REVENUE	-1,400.00	-3.03	-700.00	-0.22	3,500.00	-4,200.00
3455 CONCESSION/RENTS	0.00		2,857.64	0.89	2,516.00	341.64
3456 POP/GUMBALL SALES	129.45	0.28	1,584.88	0.49	3,000.00	-1,415.12
3457 SKATE RENTS/SHARPENING	34.66	0.08	322.18	0.10	1,500.00	-1,177.82
3458 PRO SHOP SALES	3.00	0.01	95.00	0.03	200.00	-105.00
3624 MISC REVENUE - REFUNDS	0.00		3,700.76	1.15	0.00	3,700.76
3922 OTHER MISC-GOVT	30,543.94	66.14	55,543.94	17.30	0.00	55,543.94
Total Department	124,072.81	268.66	346,141.37	107.78	297,216.00	48,925.37
Total Revenue	124,072.81	100.00	346,141.37	100.00	297,216.00	48,925.37
Expenses						
Ice Arena						
Ice Arena						
101 FULL-TIME EMPLOYEES - REGULAR	9,009.70	19.51	97,966.95	30.51	96,500.00	-1,466.95
103 PART-TIME EMPLOYEES	4,093.20	8.86	42,181.19	13.13	48,000.00	5,818.81
121 EMPLOYER PERA CONTRIBUTIONS	720.79	1.56	8,270.62	2.58	9,000.00	729.38
122 EMPLOYER FICA CONTRIBUTIONS	671.15	1.45	8,275.40	2.58	8,959.00	683.60
123 EMPLOYER MEDICARE CONTRIBUTION	156.97	0.34	1,935.33	0.60	1,400.00	-535.33
130 EMPLOYER PAID INSURANCE	1,607.91	3.48	19,714.33	6.14	23,000.00	3,285.67
142 UNEMPLOYMENT BENEFIT	0.00		-172.24	-0.05	0.00	172.24
150 WORKER'S COMPENSATION	0.00		4,387.94	1.37	3,500.00	-887.94
210 OPERATING SUPPLIES	308.56	0.67	1,294.09	0.40	4,000.00	2,705.91
214 UNIFORMS	0.00		0.00		600.00	600.00
220 REPAIR/MAINTENANCE SUPPLIES	730.29	1.58	5,860.81	1.82	7,500.00	1,639.19
240 SMALL TOOLS/MINOR EQUIPMENT	13.98	0.03	130.36	0.04	1,000.00	869.64
261 MERCH FOR RESALE-TAX	109.30	0.24	771.70	0.24	2,000.00	1,228.30
301 AUDITING/ACCOUNTING	0.00		900.00	0.28	900.00	0.00
321 TELEPHONE	380.82	0.82	3,118.19	0.97	3,200.00	81.81
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		1,000.00	1,000.00
334 MEMBERSHIP DUES AND FEES	0.00		275.60	0.09	400.00	124.40
343 OTHER ADVERTISING	14.05	0.03	154.55	0.05	200.00	45.45
370 MAINTENANCE/SUPPORT FEES	0.00		1,338.75	0.42	2,400.00	1,061.25
380 UTILITY SERVICES	18,157.35	39.32	76,473.07	23.81	76,000.00	-473.07
400 REPAIRS & MAINTENANCE	10,006.13	21.67	37,564.58	11.70	22,500.00	-15,064.58
430 OTHER SERVICE/CHARGES-MISC.	202.26	0.44	1,333.06	0.42	2,000.00	666.94
433 MMUA SAFETY PROGRAM	0.00		793.50	0.25	1,010.00	216.50
440 PROFESSIONAL SERVICES	0.00		0.00		500.00	500.00
444 OTHER CONTRACTUAL SERVICES	0.00		8,573.59	2.67	0.00	-8,573.59
Account Total	46,182.46	100.00	321,141.37	100.00	315,569.00	-5,572.37
Total Department	46,182.46	100.00	321,141.37	100.00	315,569.00	-5,572.37

606 ICE ARENA

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Total Expenses	46,182.46	100.00	321,141.37	100.00	315,569.00	-5,572.37
Net Income(Loss)	77,890.35	168.66	25,000.00	7.78		

609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Financial Adminstration						
3621 INTEREST EARNED	20,760.31	11.31	34,261.99	2.32	3,000.00	31,261.99
3624 MISC REVENUE - REFUNDS	0.00		0.00		250.00	-250.00
3626 MONEY MARKET INTEREST	28.00	0.02	303.23	0.02	0.00	303.23
Total Department	20,788.31	11.33	34,565.22	2.34	3,250.00	31,315.22
Merchandise						
3781 SALES - LIQUOR	52,869.52	28.81	496,879.80	33.58	422,000.00	74,879.80
3782 SALES - BEER	59,034.44	32.17	757,563.26	51.19	904,000.00	-146,436.74
3783 SALES - WINE	29,364.34	16.00	262,674.64	17.75	195,000.00	67,674.64
3784 SALES - MISC. TAXABLE	2,969.48	1.62	26,608.20	1.80	22,000.00	4,608.20
3786 SALES - NON-TAXABLE	480.74	0.26	9,193.10	0.62	5,215.00	3,978.10
3794 CASH OVER	308.37	0.17	1,270.20	0.09	0.00	1,270.20
Total Department	145,026.89	79.03	1,554,189.20	105.02	1,548,215.00	5,974.20
Total Revenue	165,815.20	100.00	1,588,754.42	100.00	1,551,465.00	37,289.42
Expenses						
Financial Adminstration						
Financial Administration						
101 FULL-TIME EMPLOYEES - REGULAR	1,097.50	0.60	2,223.00	0.15	2,600.00	377.00
121 EMPLOYER PERA CONTRIBUTIONS	20.08	0.01	42.61		195.00	152.39
122 EMPLOYER FICA CONTRIBUTIONS	68.04	0.04	137.83	0.01	161.00	23.17
123 EMPLOYER MEDICARE CONTRIBUTION	15.93	0.01	32.25		38.00	5.75
301 AUDITING/ACCOUNTING	0.00		4,446.00	0.30	4,406.00	-40.00
Account Total	1,201.55	0.65	6,881.69	0.47	7,400.00	518.31
Total Department	1,201.55	0.65	6,881.69	0.47	7,400.00	518.31
Merchandise						
Merchandise						
210 OPERATING SUPPLIES	410.21	0.22	2,825.57	0.19	2,500.00	-325.57
251 LIQUOR	57,168.95	31.15	490,892.27	33.17	440,100.00	-50,792.27
252 BEER	78,453.01	42.75	640,917.11	43.31	701,200.00	60,282.89
254 MISC TAXABLES (SOFT DRINKS,ETC	3,004.68	1.64	17,535.55	1.18	15,000.00	-2,535.55
257 ICE	-82.21	-0.04	4,358.31	0.29	2,000.00	-2,358.31
259 NON-TAX MISC (O.J., ETC)	256.28	0.14	1,127.58	0.08	642.00	-485.58
335 FREIGHT	1,337.03	0.73	10,061.30	0.68	10,000.00	-61.30
430 OTHER SERVICE/CHARGES-MISC.	0.00		60.52		50.00	-10.52
438 CREDIT CARD FEES	2,116.32	1.15	25,463.12	1.72	25,000.00	-463.12
Account Total	142,664.27	77.75	1,193,241.33	80.63	1,196,492.00	3,250.67
Total Department	142,664.27	77.75	1,193,241.33	80.63	1,196,492.00	3,250.67

609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Manager						
Manager						
101 FULL-TIME EMPLOYEES - REGULAR	6,167.76	3.36	75,073.20	5.07	75,000.00	-73.20
121 EMPLOYER PERA CONTRIBUTIONS	430.92	0.23	5,598.83	0.38	5,625.00	26.17
122 EMPLOYER FICA CONTRIBUTIONS	346.80	0.19	4,515.23	0.31	4,650.00	134.77
123 EMPLOYER MEDICARE CONTRIBUTION	81.10	0.04	1,055.92	0.07	1,088.00	32.08
130 EMPLOYER PAID INSURANCE	747.42	0.41	9,188.04	0.62	8,500.00	-688.04
150 WORKER'S COMPENSATION	0.00		5,798.85	0.39	5,000.00	-798.85
210 OPERATING SUPPLIES	173.12	0.09	1,364.44	0.09	700.00	-664.44
216 PERIODICALS	120.00	0.07	120.00	0.01	40.00	-80.00
240 SMALL TOOLS/MINOR EQUIPMENT	90.64	0.05	1,067.88	0.07	3,600.00	2,532.12
304 LEGAL FEES	0.00		0.00		100.00	100.00
321 TELEPHONE	162.56	0.09	1,685.69	0.11	1,900.00	214.31
331 TRAVEL/MILEAGE	0.00		0.00		250.00	250.00
333 STAFF MEETINGS & CONFERENCES	0.00		1,944.34	0.13	900.00	-1,044.34
334 MEMBERSHIP DUES AND FEES	0.00		1,585.00	0.11	1,500.00	-85.00
343 OTHER ADVERTISING	55.03	0.03	6,452.03	0.44	9,000.00	2,547.97
351 LEGAL NOTICES PUBLISHING	0.00		90.00	0.01	250.00	160.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		25.00	25.00
370 MAINTENANCE/SUPPORT FEES	0.00		2,258.17	0.15	3,000.00	741.83
430 OTHER SERVICE/CHARGES-MISC.	92.52	0.05	192.40	0.01	1,000.00	807.60
433 MMUA SAFETY PROGRAM	0.00		793.50	0.05	1,200.00	406.50
439 CASH SHORT	211.81	0.12	1,088.45	0.07	0.00	-1,088.45
440 PROFESSIONAL SERVICES	0.00		540.00	0.04	525.00	-15.00
Account Total	8,679.68	4.73	120,411.97	8.14	123,853.00	3,441.03
Total Department	8,679.68	4.73	120,411.97	8.14	123,853.00	3,441.03
Cashiers						
Cashiers						
101 FULL-TIME EMPLOYEES - REGULAR	3,298.16	1.80	40,757.76	2.75	44,000.00	3,242.24
103 PART-TIME EMPLOYEES	4,307.56	2.35	42,666.93	2.88	40,000.00	-2,666.93
121 EMPLOYER PERA CONTRIBUTIONS	-130.20	-0.07	5,805.78	0.39	6,300.00	494.22
122 EMPLOYER FICA CONTRIBUTIONS	390.97	0.21	4,868.42	0.33	5,208.00	339.58
123 EMPLOYER MEDICARE CONTRIBUTION	91.45	0.05	1,138.63	0.08	1,218.00	79.37
130 EMPLOYER PAID INSURANCE	1,564.62	0.85	19,175.45	1.30	19,000.00	-175.45
160 LIABILITY INSURANCE	0.00		45.72		40.00	-5.72
333 STAFF MEETINGS & CONFERENCES	0.00		120.30	0.01	300.00	179.70
334 MEMBERSHIP DUES AND FEES	0.00		0.00		50.00	50.00
Account Total	9,522.56	5.19	114,578.99	7.74	116,116.00	1,537.01
Total Department	9,522.56	5.19	114,578.99	7.74	116,116.00	1,537.01
Janitor						
Janitor						
210 OPERATING SUPPLIES	56.92	0.03	814.86	0.06	600.00	-214.86
Account Total	56.92	0.03	814.86	0.06	600.00	-214.86
Total Department	56.92	0.03	814.86	0.06	600.00	-214.86

609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Buildings and Maintenance						
Buildings & Maintenance						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		107.33	0.01	100.00	-7.33
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		2,256.00	0.15	1,000.00	-1,256.00
360 INSURANCE	-121.04	-0.07	4,203.20	0.28	4,500.00	296.80
380 UTILITY SERVICES	2,300.75	1.25	11,774.19	0.80	12,500.00	725.81
400 REPAIRS & MAINTENANCE	0.00		4,408.65	0.30	21,000.00	16,591.35
410 RENTALS	339.33	0.18	2,367.85	0.16	750.00	-1,617.85
Account Total	2,519.04	1.37	25,117.22	1.70	39,850.00	14,732.78
Total Department	2,519.04	1.37	25,117.22	1.70	39,850.00	14,732.78
Depreciation						
Depreciation						
420 DEPRECIATION	2,855.92	1.56	2,855.92	0.19	13,000.00	10,144.08
Account Total	2,855.92	1.56	2,855.92	0.19	13,000.00	10,144.08
Total Department	2,855.92	1.56	2,855.92	0.19	13,000.00	10,144.08
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	16,000.00	8.72	16,000.00	1.08	16,000.00	0.00
Account Total	16,000.00	8.72	16,000.00	1.08	16,000.00	
Total Department	16,000.00	8.72	16,000.00	1.08	16,000.00	
Total Expenses	183,499.94	100.00	1,479,901.98	100.00	1,513,311.00	33,409.02
Net Income(Loss)	-17,684.74	-9.64	108,852.44	7.36		

610 Maple Grove Cemetery

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Cemetery Operations						
3410 CHARGES FOR SERVICES	550.00	7.29	6,700.00	12.72	9,000.00	-2,300.00
3411 CEMETARY LAND RENT	0.00		6,091.10	11.56	6,000.00	91.10
3621 INTEREST EARNED	1,550.15	20.56	4,433.65	8.42	4,000.00	433.65
3624 MISC REVENUE - REFUNDS	0.00		1,177.94	2.24	300.00	877.94
3626 MONEY MARKET INTEREST	0.00		28.50	0.05	0.00	28.50
3711 BURIAL LOTS	0.00		2,475.00	4.70	4,000.00	-1,525.00
Total Department	2,100.15	27.85	20,906.19	39.69	23,300.00	-2,393.81
Total Revenue	2,100.15	100.00	20,906.19	100.00	23,300.00	-2,393.81
Expenses						
Cemetery Operations						
Cemetery Operations						
101 FULL-TIME EMPLOYEES - REGULAR	2,627.64	34.85	12,342.01	23.43	10,500.00	-1,842.01
121 EMPLOYER PERA CONTRIBUTIONS	62.30	0.83	790.94	1.50	788.00	-2.94
122 EMPLOYER FICA CONTRIBUTIONS	49.78	0.66	626.81	1.19	651.00	24.19
123 EMPLOYER MEDICARE CONTRIBUTION	11.65	0.15	146.61	0.28	152.00	5.39
130 EMPLOYER PAID INSURANCE	133.13	1.77	1,633.41	3.10	1,600.00	-33.41
150 WORKER'S COMPENSATION	0.00		837.12	1.59	465.00	-372.12
210 OPERATING SUPPLIES	13.22	0.18	91.04	0.17	500.00	408.96
212 MOTOR FUELS	0.00		0.00		500.00	500.00
214 UNIFORMS	0.00		0.00		50.00	50.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		1,111.38	2.11	500.00	-611.38
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		2,000.00	2,000.00
301 AUDITING/ACCOUNTING	0.00		988.00	1.88	980.00	-8.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		70.50	0.13	100.00	29.50
343 OTHER ADVERTISING	0.00		0.00		100.00	100.00
360 INSURANCE	-25.21	-0.33	576.15	1.09	600.00	23.85
370 MAINTENANCE/SUPPORT FEES	0.00		1,470.30	2.79	1,560.00	89.70
380 UTILITY SERVICES	59.37	0.79	358.20	0.68	250.00	-108.20
430 OTHER SERVICE/CHARGES-MISC.	0.00		4,997.01	9.49	8,000.00	3,002.99
440 PROFESSIONAL SERVICES	0.00		270.00	0.51	400.00	130.00
444 OTHER CONTRACTUAL SERVICES	2,500.00	33.15	24,252.57	46.05	24,000.00	-252.57
Account Total	5,431.88	72.03	50,562.05	96.00	54,196.00	3,633.95
Total Department	5,431.88	72.03	50,562.05	96.00	54,196.00	3,633.95
Depreciation						
Depreciation						
420 DEPRECIATION	2,108.95	27.97	2,108.95	4.00	0.00	-2,108.95
Account Total	2,108.95	27.97	2,108.95	4.00		-2,108.95
Total Department	2,108.95	27.97	2,108.95	4.00		-2,108.95
Total Expenses	7,540.83	100.00	52,671.00	100.00	54,196.00	1,525.00

610 Maple Grove Cemetery

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Net Income(Loss)	-5,440.68	-72.15	-31,764.81	-60.31		

875 Community Policing Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Police						
3621 INTEREST EARNED	8.00		128.00	5.78	200.00	-72.00
3623 CONTR/DONATION FROM PRIVA	0.00		190.10	8.58	0.00	190.10
Total Department	8.00		318.10	14.36	200.00	118.10
Total Revenue	8.00	100.00	318.10	100.00	200.00	118.10
Expenses						
Police						
Police						
150 WORKER'S COMPENSATION	0.00		399.33	18.02	300.00	-99.33
210 OPERATING SUPPLIES	0.00		1,716.30	77.46	3,500.00	1,783.70
430 OTHER SERVICE/CHARGES-MISC.	0.00		100.00	4.51	1,000.00	900.00
Account Total			2,215.63	100.00	4,800.00	2,584.37
Total Department			2,215.63	100.00	4,800.00	2,584.37
Total Expenses	0.00		2,215.63	100.00	4,800.00	2,584.37
Net Income(Loss)	8.00		-1,897.53	-85.64		

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Government Wide						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		2,093,615.00	-2,093,615.00
3107 ABATEMENT LEVY	0.00		0.00		5,897.00	-5,897.00
3210 BUSINESS LICENSES/PERMITS	50.00	0.02	50.00	0.02	13,500.00	-13,450.00
3341 LOCAL GOVERNMENT AID	0.00		0.00		1,170,059.00	-1,170,059.00
3349 MISCELLANEOUS STATE GRANT	0.00		0.00		3,869.00	-3,869.00
3410 CHARGES FOR SERVICES	0.00		0.00		2,000.00	-2,000.00
3415 CITY HALL RENT	0.00		0.00		100.00	-100.00
3621 INTEREST EARNED	0.00		0.00		10,000.00	-10,000.00
3622 RENTS AND ROYALTIES	531.00	0.18	531.00	0.18	3,000.00	-2,469.00
3624 MISC REVENUE - REFUNDS	80.35	0.03	80.35	0.03	1,500.00	-1,419.65
3921 TRANSFER FROM OTHER FUNDS	0.00		0.00		16,000.00	-16,000.00
Total Department	661.35	0.22	661.35	0.22	3,319,540.00	-3,318,878.65
Planning and Zoning						
3413 ZONING/SUBDIVISION FEES	0.00		0.00		2,000.00	-2,000.00
3624 MISC REVENUE - REFUNDS	350.00	0.12	350.00	0.12	4,000.00	-3,650.00
Total Department	350.00	0.12	350.00	0.12	6,000.00	-5,650.00
Cable TV						
3495 FRANCHISE ROW USE	0.00		0.00		60,000.00	-60,000.00
Total Department					60,000.00	-60,000.00
Police						
3345 POLICE/FIRE STATE AIDS	0.00		0.00		70,000.00	-70,000.00
3349 MISCELLANEOUS STATE GRANT	0.00		0.00		4,500.00	-4,500.00
3369 OTHER COUNTY GRANT	0.00		0.00		58,000.00	-58,000.00
3420 PUBLIC SAFETY	39.88	0.01	39.88	0.01	200.00	-160.12
3511 COURT FINES	0.00		0.00		18,000.00	-18,000.00
3624 MISC REVENUE - REFUNDS	955.00	0.32	955.00	0.32	3,000.00	-2,045.00
Total Department	994.88	0.33	994.88	0.33	153,700.00	-152,705.12
Fire						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		5,741.00	-5,741.00
3346 STATE FIRE AID	0.00		0.00		40,000.00	-40,000.00
3349 MISCELLANEOUS STATE GRANT	0.00		0.00		7,000.00	-7,000.00
3421 Fire Contracts	35,963.68	11.89	35,963.68	11.89	36,470.00	-506.32
3422 SPECIAL FIRE PROTECTION S	2,042.00	0.68	2,042.00	0.68	15,000.00	-12,958.00
3623 CONTR/DONATION FROM PRIVA	0.00		0.00		8,000.00	-8,000.00
Total Department	38,005.68	12.57	38,005.68	12.57	112,211.00	-74,205.32

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Building Inspection						
3220 NON-BUSINESS LICENSES & P	6,070.46	2.01	6,070.46	2.01	68,858.00	-62,787.54
3414 PLAN CHECK FEES	3,740.38	1.24	3,740.38	1.24	34,000.00	-30,259.62
3416 MECHANICAL INSPECTION FEE	770.34	0.25	770.34	0.25	4,000.00	-3,229.66
3417 PLUMBING INSPECTION FEES	360.00	0.12	360.00	0.12	2,500.00	-2,140.00
Total Department	10,941.18	3.62	10,941.18	3.62	109,358.00	-98,416.82
Animal Control						
3220 NON-BUSINESS LICENSES & P	50.00	0.02	50.00	0.02	1,700.00	-1,650.00
3514 OTHER FINES	0.00		0.00		1,000.00	-1,000.00
Total Department	50.00	0.02	50.00	0.02	2,700.00	-2,650.00
Highways, Streets, Roadways						
3364 COUNTY MUNICIPAL STATE AI	0.00		0.00		72,640.00	-72,640.00
Total Department					72,640.00	-72,640.00
Street Lighting						
3921 TRANSFER FROM OTHER FUNDS	0.00		0.00		70,000.00	-70,000.00
Total Department					70,000.00	-70,000.00
Parks and Recreation						
3622 RENTS AND ROYALTIES	4,022.54	1.33	4,022.54	1.33	2,700.00	1,322.54
Total Department	4,022.54	1.33	4,022.54	1.33	2,700.00	1,322.54
Swimming Pool						
3472 SWIMMING POOL FEES DAILY	0.00		0.00		106,000.00	-106,000.00
3474 CONCESSIONS	25.00	0.01	25.00	0.01	40,000.00	-39,975.00
3475 LESSONS	0.00		0.00		20,000.00	-20,000.00
3478 FACILITY RENTAL	0.00		0.00		3,500.00	-3,500.00
3480 SWIM PASSES	0.00		0.00		70,000.00	-70,000.00
3482 SWIM TEAM	0.00		0.00		1,500.00	-1,500.00
Total Department	25.00	0.01	25.00	0.01	241,000.00	-240,975.00
Other Recreational Facilities						
3471 OTHER ORGANIZED ACTIVITIE	0.00		0.00		500.00	-500.00
3473 PLAYGROUND FEES	0.00		0.00		500.00	-500.00
3479 SOFTBALL FEES	0.00		0.00		5,100.00	-5,100.00
Total Department					6,100.00	-6,100.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Park Areas						
3474 CONCESSIONS	0.00		0.00		3,500.00	-3,500.00
Total Department					3,500.00	-3,500.00
Total Revenue	55,050.63	100.00	55,050.63	100.00	4,159,449.00	-4,104,398.37
Expenses						
Council						
Council						
101 FULL-TIME EMPLOYEES - REGULAR	1,274.54	0.42	1,274.54	0.42	30,750.00	29,475.46
102 FULL-TIME EMPLOYEES - OVERTIME	96.42	0.03	96.42	0.03	0.00	-96.42
121 EMPLOYER PERA CONTRIBUTIONS	102.83	0.03	102.83	0.03	1,626.00	1,523.17
122 EMPLOYER FICA CONTRIBUTIONS	74.22	0.02	74.22	0.02	1,907.00	1,832.78
123 EMPLOYER MEDICARE CONTRIBUTION	17.35	0.01	17.35	0.01	446.00	428.65
130 EMPLOYER PAID INSURANCE	414.34	0.14	414.34	0.14	4,800.00	4,385.66
150 WORKER'S COMPENSATION	0.00		0.00		170.00	170.00
160 LIABILITY INSURANCE	0.00		0.00		4,000.00	4,000.00
210 OPERATING SUPPLIES	0.00		0.00		150.00	150.00
304 LEGAL FEES	0.00		0.00		11,000.00	11,000.00
333 STAFF MEETINGS & CONFERENCES	585.00	0.19	585.00	0.19	2,000.00	1,415.00
334 MEMBERSHIP DUES AND FEES	3,283.33	1.09	3,283.33	1.09	4,500.00	1,216.67
351 LEGAL NOTICES PUBLISHING	0.00		0.00		400.00	400.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		1,100.00	1,100.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		15,000.00	15,000.00
Account Total	5,848.03	1.93	5,848.03	1.93	77,849.00	72,000.97
Total Department	5,848.03	1.93	5,848.03	1.93	77,849.00	72,000.97
Ordinances and Proceedings						
Ordinances and Proceedings						
353 ORDINANCE PUBLICATION	0.00		0.00		1,000.00	1,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		2,500.00	2,500.00
Account Total					3,500.00	3,500.00
Total Department					3,500.00	3,500.00
Mayor						
Mayor						
101 FULL-TIME EMPLOYEES - REGULAR	0.00		0.00		4,800.00	4,800.00
122 EMPLOYER FICA CONTRIBUTIONS	0.00		0.00		298.00	298.00
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		0.00		70.00	70.00
Account Total					5,168.00	5,168.00
Total Department					5,168.00	5,168.00
City Clerk						
City Clerk						
101 FULL-TIME EMPLOYEES - REGULAR	7,951.16	2.63	7,951.16	2.63	128,000.00	120,048.84
102 FULL-TIME EMPLOYEES - OVERTIME	77.14	0.03	77.14	0.03	0.00	-77.14
121 EMPLOYER PERA CONTRIBUTIONS	602.05	0.20	602.05	0.20	9,601.00	8,998.95
122 EMPLOYER FICA CONTRIBUTIONS	464.20	0.15	464.20	0.15	7,936.00	7,471.80
123 EMPLOYER MEDICARE CONTRIBUTION	108.61	0.04	108.61	0.04	1,856.00	1,747.39
130 EMPLOYER PAID INSURANCE	1,789.69	0.59	1,789.69	0.59	21,000.00	19,210.31

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
150 WORKER'S COMPENSATION	0.00		0.00		900.00	900.00
160 LIABILITY INSURANCE	0.00		0.00		80.00	80.00
210 OPERATING SUPPLIES	65.45	0.02	65.45	0.02	4,000.00	3,934.55
216 PERIODICALS	0.00		0.00		220.00	220.00
220 REPAIR/MAINTENANCE SUPPLIES	79.49	0.03	79.49	0.03	1,000.00	920.51
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		3,500.00	3,500.00
321 TELEPHONE	583.81	0.19	583.81	0.19	8,000.00	7,416.19
325 COMMUNICATION-OTHER	242.17	0.08	242.17	0.08	2,400.00	2,157.83
331 TRAVEL/MILEAGE	0.00		0.00		800.00	800.00
332 ADMINISTRATOR MEETINGS &	35.00	0.01	35.00	0.01	3,500.00	3,465.00
333 STAFF MEETINGS & CONFERENCES	350.00	0.12	350.00	0.12	5,000.00	4,650.00
334 MEMBERSHIP DUES AND FEES	3,469.88	1.15	3,469.88	1.15	5,800.00	2,330.12
343 OTHER ADVERTISING	15.40	0.01	15.40	0.01	1,200.00	1,184.60
360 INSURANCE	0.00		0.00		3,300.00	3,300.00
400 REPAIRS & MAINTENANCE	0.00		0.00		1,000.00	1,000.00
430 OTHER SERVICE/CHARGES-MISC.	20.00	0.01	20.00	0.01	900.00	880.00
440 PROFESSIONAL SERVICES	665.00	0.22	665.00	0.22	3,000.00	2,335.00
Account Total	16,519.05	5.46	16,519.05	5.46	212,993.00	196,473.95
Total Department	16,519.05	5.46	16,519.05	5.46	212,993.00	196,473.95
Elections						
Elections						
101 FULL-TIME EMPLOYEES - REGULAR	254.91	0.08	254.91	0.08	3,350.00	3,095.09
102 FULL-TIME EMPLOYEES - OVERTIME	19.28	0.01	19.28	0.01	0.00	-19.28
121 EMPLOYER PERA CONTRIBUTIONS	20.56	0.01	20.56	0.01	251.00	230.44
122 EMPLOYER FICA CONTRIBUTIONS	14.83		14.83		208.00	193.17
123 EMPLOYER MEDICARE CONTRIBUTION	3.46		3.46		49.00	45.54
130 EMPLOYER PAID INSURANCE	82.86	0.03	82.86	0.03	960.00	877.14
150 WORKER'S COMPENSATION	0.00		0.00		25.00	25.00
210 OPERATING SUPPLIES	0.00		0.00		300.00	300.00
351 LEGAL NOTICES PUBLISHING	0.00		0.00		500.00	500.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		100.00	100.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		10,000.00	10,000.00
Account Total	395.90	0.13	395.90	0.13	15,743.00	15,347.10
Total Department	395.90	0.13	395.90	0.13	15,743.00	15,347.10
Accounting						
Accounting						
301 AUDITING/ACCOUNTING	0.00		0.00		4,900.00	4,900.00
351 LEGAL NOTICES PUBLISHING	0.00		0.00		1,600.00	1,600.00
Account Total					6,500.00	6,500.00
Total Department					6,500.00	6,500.00
Assessing						
Assessing						
305 ASSESSING FEES	31,373.00	10.38	31,373.00	10.38	32,400.00	1,027.00
351 LEGAL NOTICES PUBLISHING	0.00		0.00		300.00	300.00
Account Total	31,373.00	10.38	31,373.00	10.38	32,700.00	1,327.00
Total Department	31,373.00	10.38	31,373.00	10.38	32,700.00	1,327.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Law-Legal Services						
Law-Legal Services						
304 LEGAL FEES	0.00		0.00		35,000.00	35,000.00
Account Total						
					35,000.00	35,000.00
Total Department					35,000.00	35,000.00
Planning and Zoning						
Planning & Zoning						
101 FULL-TIME EMPLOYEES - REGULAR	481.64	0.16	481.64	0.16	34,500.00	34,018.36
121 EMPLOYER PERA CONTRIBUTIONS	36.12	0.01	36.12	0.01	2,588.00	2,551.88
122 EMPLOYER FICA CONTRIBUTIONS	28.55	0.01	28.55	0.01	2,139.00	2,110.45
123 EMPLOYER MEDICARE CONTRIBUTION	6.67		6.67		500.00	493.33
130 EMPLOYER PAID INSURANCE	5.16		5.16		4,200.00	4,194.84
150 WORKER'S COMPENSATION	0.00		0.00		200.00	200.00
210 OPERATING SUPPLIES	15.68	0.01	15.68	0.01	500.00	484.32
304 LEGAL FEES	0.00		0.00		12,000.00	12,000.00
321 TELEPHONE	21.93	0.01	21.93	0.01	250.00	228.07
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		2,000.00	2,000.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		1,500.00	1,500.00
351 LEGAL NOTICES PUBLISHING	187.00	0.06	187.00	0.06	1,000.00	813.00
360 INSURANCE	0.00		0.00		3,000.00	3,000.00
440 PROFESSIONAL SERVICES	0.00		0.00		7,000.00	7,000.00
Account Total						
	782.75	0.26	782.75	0.26	71,377.00	70,594.25
Total Department	782.75	0.26	782.75	0.26	71,377.00	70,594.25
Data Processing						
Data Processing						
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		6,500.00	6,500.00
370 MAINTENANCE/SUPPORT FEES	696.00	0.23	696.00	0.23	5,700.00	5,004.00
400 REPAIRS & MAINTENANCE	0.00		0.00		1,000.00	1,000.00
440 PROFESSIONAL SERVICES	0.00		0.00		1,000.00	1,000.00
Account Total						
	696.00	0.23	696.00	0.23	15,200.00	14,504.00
Total Department	696.00	0.23	696.00	0.23	15,200.00	14,504.00
General Govt Building						
General Govt Buildings						
103 PART-TIME EMPLOYEES	253.64	0.08	253.64	0.08	3,000.00	2,746.36
121 EMPLOYER PERA CONTRIBUTIONS	19.03	0.01	19.03	0.01	225.00	205.97
122 EMPLOYER FICA CONTRIBUTIONS	15.25	0.01	15.25	0.01	186.00	170.75
123 EMPLOYER MEDICARE CONTRIBUTION	3.57		3.57		44.00	40.43
150 WORKER'S COMPENSATION	0.00		0.00		250.00	250.00
210 OPERATING SUPPLIES	0.00		0.00		300.00	300.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		250.00	250.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		800.00	800.00
360 INSURANCE	0.00		0.00		500.00	500.00
380 UTILITY SERVICES	0.00		0.00		6,800.00	6,800.00
400 REPAIRS & MAINTENANCE	1,050.00	0.35	1,050.00	0.35	2,000.00	950.00
410 RENTALS	0.00		0.00		700.00	700.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		300.00	300.00
Account Total						
	1,341.49	0.44	1,341.49	0.44	15,355.00	14,013.51
Total Department	1,341.49	0.44	1,341.49	0.44	15,355.00	14,013.51

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
General Engineering						
General Engineering						
303 ENGINEERING FEES	0.00		0.00		20,000.00	20,000.00
Account Total						
					20,000.00	20,000.00
Total Department					20,000.00	20,000.00
Police						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	214.09	0.07	214.09	0.07	3,500.00	3,285.91
121 EMPLOYER PERA CONTRIBUTIONS	16.05	0.01	16.05	0.01	263.00	246.95
122 EMPLOYER FICA CONTRIBUTIONS	12.87		12.87		216.00	203.13
123 EMPLOYER MEDICARE CONTRIBUTION	3.01		3.01		51.00	47.99
Account Total						
	246.02	0.08	246.02	0.08	4,030.00	3,783.98
Police						
101 FULL-TIME EMPLOYEES - REGULAR	55,760.29	18.44	55,760.29	18.44	742,000.00	686,239.71
102 FULL-TIME EMPLOYEES - OVERTIME	2,554.60	0.84	2,554.60	0.84	11,500.00	8,945.40
103 PART-TIME EMPLOYEES	1,366.56	0.45	1,366.56	0.45	30,000.00	28,633.44
104 Canine	244.00	0.08	244.00	0.08	3,000.00	2,756.00
121 EMPLOYER PERA CONTRIBUTIONS	10,138.27	3.35	10,138.27	3.35	131,420.00	121,281.73
122 EMPLOYER FICA CONTRIBUTIONS	242.17	0.08	242.17	0.08	12,700.00	12,457.83
123 EMPLOYER MEDICARE CONTRIBUTION	833.09	0.28	833.09	0.28	11,000.00	10,166.91
130 EMPLOYER PAID INSURANCE	10,827.64	3.58	10,827.64	3.58	108,000.00	97,172.36
150 WORKER'S COMPENSATION	0.00		0.00		47,500.00	47,500.00
160 LIABILITY INSURANCE	0.00		0.00		350.00	350.00
210 OPERATING SUPPLIES	866.41	0.29	866.41	0.29	9,000.00	8,133.59
212 MOTOR FUELS	0.00		0.00		13,000.00	13,000.00
214 UNIFORMS	0.00		0.00		4,000.00	4,000.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		1,000.00	1,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		16,000.00	16,000.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		350.00	350.00
321 TELEPHONE	730.40	0.24	730.40	0.24	18,577.00	17,846.60
325 COMMUNICATION-OTHER	15.00		15.00		900.00	885.00
333 STAFF MEETINGS & CONFERENCES	1,460.00	0.48	1,460.00	0.48	8,000.00	6,540.00
334 MEMBERSHIP DUES AND FEES	278.00	0.09	278.00	0.09	9,200.00	8,922.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		0.00		23,100.00	23,100.00
370 MAINTENANCE/SUPPORT FEES	0.00		0.00		12,500.00	12,500.00
380 UTILITY SERVICES	0.00		0.00		7,200.00	7,200.00
400 REPAIRS & MAINTENANCE	0.00		0.00		10,000.00	10,000.00
410 RENTALS	13.20		13.20		0.00	-13.20
430 OTHER SERVICE/CHARGES-MISC.	45.00	0.01	45.00	0.01	6,000.00	5,955.00
440 PROFESSIONAL SERVICES	199.99	0.07	199.99	0.07	1,500.00	1,300.01
444 OTHER CONTRACTUAL SERVICES	2,600.00	0.86	2,600.00	0.86	2,000.00	-600.00
Account Total						
	88,174.62	29.16	88,174.62	29.16	1,240,047.00	1,151,872.38
Total Department	88,420.64	29.24	88,420.64	29.24	1,244,077.00	1,155,656.36

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Fire						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	36.51	0.01	36.51	0.01	1,000.00	963.49
121 EMPLOYER PERA CONTRIBUTIONS	2.73		2.73		73.00	70.27
122 EMPLOYER FICA CONTRIBUTIONS	2.20		2.20		62.00	59.80
123 EMPLOYER MEDICARE CONTRIBUTION	0.51		0.51		15.00	14.49
Account Total	41.95	0.01	41.95	0.01	1,150.00	1,108.05
Fire						
101 FULL-TIME EMPLOYEES - REGULAR	1,406.18	0.47	1,406.18	0.47	60,000.00	58,593.82
102 FULL-TIME EMPLOYEES - OVERTIME	59.03	0.02	59.03	0.02	0.00	-59.03
121 EMPLOYER PERA CONTRIBUTIONS	109.90	0.04	109.90	0.04	525.00	415.10
122 EMPLOYER FICA CONTRIBUTIONS	82.31	0.03	82.31	0.03	434.00	351.69
123 EMPLOYER MEDICARE CONTRIBUTION	19.25	0.01	19.25	0.01	700.00	680.75
130 EMPLOYER PAID INSURANCE	550.08	0.18	550.08	0.18	1,300.00	749.92
150 WORKER'S COMPENSATION	0.00		0.00		15,000.00	15,000.00
160 LIABILITY INSURANCE	0.00		0.00		50.00	50.00
210 OPERATING SUPPLIES	43.20	0.01	43.20	0.01	8,200.00	8,156.80
212 MOTOR FUELS	0.00		0.00		2,700.00	2,700.00
214 UNIFORMS	0.00		0.00		4,000.00	4,000.00
216 PERIODICALS	0.00		0.00		500.00	500.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		4,000.00	4,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		40,000.00	40,000.00
321 TELEPHONE	185.35	0.06	185.35	0.06	2,500.00	2,314.65
330 TRAINING	80.50	0.03	80.50	0.03	15,000.00	14,919.50
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		6,000.00	6,000.00
334 MEMBERSHIP DUES AND FEES	514.00	0.17	514.00	0.17	2,500.00	1,986.00
343 OTHER ADVERTISING	0.00		0.00		300.00	300.00
360 INSURANCE	0.00		0.00		4,300.00	4,300.00
370 MAINTENANCE/SUPPORT FEES	0.00		0.00		400.00	400.00
380 UTILITY SERVICES	0.00		0.00		10,000.00	10,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		1,000.00	1,000.00
430 OTHER SERVICE/CHARGES-MISC.	15.00		15.00		51,741.00	51,726.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		7,000.00	7,000.00
Account Total	3,064.80	1.01	3,064.80	1.01	238,150.00	235,085.20
Total Department	3,106.75	1.03	3,106.75	1.03	239,300.00	236,193.25
Building Inspection						
Building Inspection						
331 TRAVEL/MILEAGE	0.00		0.00		3,200.00	3,200.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		45,000.00	45,000.00
Account Total					48,200.00	48,200.00
Total Department					48,200.00	48,200.00
Animal Control						
Animal Control						
210 OPERATING SUPPLIES	0.00		0.00		175.00	175.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		150.00	150.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		2,000.00	2,000.00
Account Total					2,325.00	2,325.00
Total Department					2,325.00	2,325.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Highways, Streets, Roadways						
Highways, Streets, Roadways						
101 FULL-TIME EMPLOYEES - REGULAR	6,686.09	2.21	6,686.09	2.21	139,750.00	133,063.91
121 EMPLOYER PERA CONTRIBUTIONS	501.41	0.17	501.41	0.17	9,424.00	8,922.59
122 EMPLOYER FICA CONTRIBUTIONS	377.18	0.12	377.18	0.12	7,790.00	7,412.82
123 EMPLOYER MEDICARE CONTRIBUTION	88.19	0.03	88.19	0.03	1,822.00	1,733.81
130 EMPLOYER PAID INSURANCE	2,651.70	0.88	2,651.70	0.88	37,200.00	34,548.30
150 WORKER'S COMPENSATION	0.00		0.00		11,500.00	11,500.00
210 OPERATING SUPPLIES	1,486.87	0.49	1,486.87	0.49	10,000.00	8,513.13
212 MOTOR FUELS	0.00		0.00		5,000.00	5,000.00
214 UNIFORMS	25.00	0.01	25.00	0.01	1,300.00	1,275.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		20,000.00	20,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		3,000.00	3,000.00
321 TELEPHONE	38.21	0.01	38.21	0.01	2,310.00	2,271.79
325 COMMUNICATION-OTHER	15.00		15.00		0.00	-15.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		1,200.00	1,200.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		50.00	50.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		0.00		6,000.00	6,000.00
380 UTILITY SERVICES	-698.00	-0.23	-698.00	-0.23	14,000.00	14,698.00
400 REPAIRS & MAINTENANCE	0.00		0.00		12,000.00	12,000.00
410 RENTALS	75.40	0.02	75.40	0.02	100.00	24.60
430 OTHER SERVICE/CHARGES-MISC.	166.50	0.06	166.50	0.06	2,500.00	2,333.50
440 PROFESSIONAL SERVICES	0.00		0.00		1,500.00	1,500.00
444 OTHER CONTRACTUAL SERVICES	24.62	0.01	24.62	0.01	2,000.00	1,975.38
Account Total	11,438.17	3.78	11,438.17	3.78	288,946.00	277,507.83
Total Department	11,438.17	3.78	11,438.17	3.78	288,946.00	277,507.83
Paved Streets						
Paved Streets						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		10,000.00	10,000.00
303 ENGINEERING FEES	0.00		0.00		15,000.00	15,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		177,268.00	177,268.00
Account Total					202,268.00	202,268.00
Total Department					202,268.00	202,268.00
Ice & Snow Removal						
Ice & Snow Removal						
102 FULL-TIME EMPLOYEES - OVERTIME	2,251.07	0.74	2,251.07	0.74	13,000.00	10,748.93
121 EMPLOYER PERA CONTRIBUTIONS	168.76	0.06	168.76	0.06	975.00	806.24
122 EMPLOYER FICA CONTRIBUTIONS	135.20	0.04	135.20	0.04	806.00	670.80
123 EMPLOYER MEDICARE CONTRIBUTION	31.62	0.01	31.62	0.01	189.00	157.38
130 EMPLOYER PAID INSURANCE	420.20	0.14	420.20	0.14	2,500.00	2,079.80
150 WORKER'S COMPENSATION	0.00		0.00		1,200.00	1,200.00
210 OPERATING SUPPLIES	1,471.19	0.49	1,471.19	0.49	8,000.00	6,528.81
212 MOTOR FUELS	0.00		0.00		1,000.00	1,000.00
220 REPAIR/MAINTENANCE SUPPLIES	1,469.65	0.49	1,469.65	0.49	20,000.00	18,530.35
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
360 INSURANCE	0.00		0.00		300.00	300.00
400 REPAIRS & MAINTENANCE	0.00		0.00		8,200.00	8,200.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
410 RENTALS	0.00		0.00		50.00	50.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		2,500.00	2,500.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		5,000.00	5,000.00
Account Total						
	5,947.69	1.97	5,947.69	1.97	64,220.00	58,272.31
Total Department	5,947.69	1.97	5,947.69	1.97	64,220.00	58,272.31
Street Lighting						
Street Lighting						
380 UTILITY SERVICES	0.00		0.00		70,000.00	70,000.00
Account Total						
					70,000.00	70,000.00
Total Department					70,000.00	70,000.00
Sidewalks						
Sidewalks						
400 REPAIRS & MAINTENANCE	0.00		0.00		50,000.00	50,000.00
Account Total						
					50,000.00	50,000.00
Total Department					50,000.00	50,000.00
Waste Collection and Disposal						
Waste Collection & Disposal						
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		11,500.00	11,500.00
Account Total						
					11,500.00	11,500.00
Total Department					11,500.00	11,500.00
Emer Mgmt/Health						
Emer Mgmt/Health						
210 OPERATING SUPPLIES	0.00		0.00		2,000.00	2,000.00
360 INSURANCE	0.00		0.00		760.00	760.00
380 UTILITY SERVICES	0.00		0.00		2,000.00	2,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		2,000.00	2,000.00
430 OTHER SERVICE/CHARGES-MISC.	5,000.00	1.65	5,000.00	1.65	7,000.00	2,000.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		3,700.00	3,700.00
Account Total						
	5,000.00	1.65	5,000.00	1.65	17,460.00	12,460.00
Total Department	5,000.00	1.65	5,000.00	1.65	17,460.00	12,460.00
Parks and Recreation						
Parks & Recreation						
210 OPERATING SUPPLIES	0.00		0.00		500.00	500.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
321 TELEPHONE	199.18	0.07	199.18	0.07	4,500.00	4,300.82
325 COMMUNICATION-OTHER	15.00		15.00		100.00	85.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		50.00	50.00
334 MEMBERSHIP DUES AND FEES	300.00	0.10	300.00	0.10	500.00	200.00
410 RENTALS	0.00		0.00		30.00	30.00
430 OTHER SERVICE/CHARGES-MISC.	57.75	0.02	57.75	0.02	3,500.00	3,442.25
Account Total						
	571.93	0.19	571.93	0.19	10,180.00	9,608.07
Total Department	571.93	0.19	571.93	0.19	10,180.00	9,608.07
Playgrounds						
Playgrounds						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		3,000.00	3,000.00
Account Total						
					3,000.00	3,000.00
Total Department					3,000.00	3,000.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Swimming Pool						
Swimming Pool						
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		0.00		9,300.00	9,300.00
103 PART-TIME EMPLOYEES	218.24	0.07	218.24	0.07	145,000.00	144,781.76
122 EMPLOYER FICA CONTRIBUTIONS	13.53		13.53		8,990.00	8,976.47
123 EMPLOYER MEDICARE CONTRIBUTION	3.16		3.16		2,103.00	2,099.84
130 EMPLOYER PAID INSURANCE	0.00		0.00		500.00	500.00
150 WORKER'S COMPENSATION	0.00		0.00		9,500.00	9,500.00
210 OPERATING SUPPLIES	309.68	0.10	309.68	0.10	25,000.00	24,690.32
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		14,000.00	14,000.00
221 LG REPAIR/MAINT SUPPLIES	0.00		0.00		20,000.00	20,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
262 COST OF CONCESSIONS	0.00		0.00		25,000.00	25,000.00
321 TELEPHONE	68.45	0.02	68.45	0.02	1,100.00	1,031.55
343 OTHER ADVERTISING	0.00		0.00		150.00	150.00
344 PROMOTION	0.00		0.00		3,000.00	3,000.00
360 INSURANCE	0.00		0.00		3,000.00	3,000.00
370 MAINTENANCE/SUPPORT FEES	0.00		0.00		2,500.00	2,500.00
380 UTILITY SERVICES	0.00		0.00		65,000.00	65,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		4,000.00	4,000.00
410 RENTALS	0.00		0.00		750.00	750.00
430 OTHER SERVICE/CHARGES-MISC.	14.50		14.50		1,000.00	985.50
Account Total	627.56	0.21	627.56	0.21	340,893.00	340,265.44
Total Department	627.56	0.21	627.56	0.21	340,893.00	340,265.44
Other Recreational Facilities						
Other Recreational Facilities						
103 PART-TIME EMPLOYEES	0.00		0.00		3,000.00	3,000.00
122 EMPLOYER FICA CONTRIBUTIONS	0.00		0.00		186.00	186.00
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		0.00		44.00	44.00
210 OPERATING SUPPLIES	27.52	0.01	27.52	0.01	8,500.00	8,472.48
214 UNIFORMS	0.00		0.00		500.00	500.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		5,500.00	5,500.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		2,850.00	2,850.00
333 STAFF MEETINGS & CONFERENCES	155.92	0.05	155.92	0.05	350.00	194.08
334 MEMBERSHIP DUES AND FEES	130.00	0.04	130.00	0.04	450.00	320.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		0.00		800.00	800.00
380 UTILITY SERVICES	0.00		0.00		9,000.00	9,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		8,500.00	8,500.00
430 OTHER SERVICE/CHARGES-MISC.	19.25	0.01	19.25	0.01	3,000.00	2,980.75
444 OTHER CONTRACTUAL SERVICES	10,000.00	3.31	10,000.00	3.31	21,600.00	11,600.00
Account Total	10,332.69	3.42	10,332.69	3.42	64,530.00	54,197.31
Total Department	10,332.69	3.42	10,332.69	3.42	64,530.00	54,197.31
Park Areas						

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Park Areas						
101 FULL-TIME EMPLOYEES - REGULAR	14,653.84	4.85	14,653.84	4.85	215,000.00	200,346.16
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		0.00		2,000.00	2,000.00
103 PART-TIME EMPLOYEES	2,202.10	0.73	2,202.10	0.73	27,000.00	24,797.90
121 EMPLOYER PERA CONTRIBUTIONS	1,264.21	0.42	1,264.21	0.42	16,275.00	15,010.79
122 EMPLOYER FICA CONTRIBUTIONS	988.80	0.33	988.80	0.33	13,454.00	12,465.20
123 EMPLOYER MEDICARE CONTRIBUTION	231.29	0.08	231.29	0.08	3,538.00	3,306.71
130 EMPLOYER PAID INSURANCE	3,241.39	1.07	3,241.39	1.07	43,000.00	39,758.61
150 WORKER'S COMPENSATION	0.00		0.00		11,000.00	11,000.00
210 OPERATING SUPPLIES	0.00		0.00		3,000.00	3,000.00
212 MOTOR FUELS	0.00		0.00		6,000.00	6,000.00
214 UNIFORMS	0.00		0.00		1,500.00	1,500.00
220 REPAIR/MAINTENANCE SUPPLIES	1,045.46	0.35	1,045.46	0.35	12,000.00	10,954.54
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		3,000.00	3,000.00
262 COST OF CONCESSIONS	0.00		0.00		2,000.00	2,000.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		400.00	400.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		150.00	150.00
360 INSURANCE	0.00		0.00		13,500.00	13,500.00
380 UTILITY SERVICES	0.00		0.00		6,000.00	6,000.00
400 REPAIRS & MAINTENANCE	60.00	0.02	60.00	0.02	1,000.00	940.00
410 RENTALS	75.40	0.02	75.40	0.02	6,500.00	6,424.60
430 OTHER SERVICE/CHARGES-MISC.	188.00	0.06	188.00	0.06	3,000.00	2,812.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		6,500.00	6,500.00
Account Total	23,950.49	7.92	23,950.49	7.92	395,817.00	371,866.51
Total Department	23,950.49	7.92	23,950.49	7.92	395,817.00	371,866.51
Forestry and Nursery						
Forestry & Nursery						
210 OPERATING SUPPLIES	0.00		0.00		600.00	600.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		750.00	750.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		300.00	300.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		25.00	25.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		100.00	100.00
430 OTHER SERVICE/CHARGES-MISC.	120.53	0.04	120.53	0.04	8,700.00	8,579.47
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		14,000.00	14,000.00
Account Total	120.53	0.04	120.53	0.04	24,475.00	24,354.47
Total Department	120.53	0.04	120.53	0.04	24,475.00	24,354.47
Historic Watertower						
Historic Watertower						
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		2,000.00	2,000.00
Account Total					2,000.00	2,000.00
Total Department					2,000.00	2,000.00
Dodge County Arena						
Dodge County Arena						
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		28,781.00	28,781.00
440 PROFESSIONAL SERVICES	285.00	0.09	285.00	0.09	300.00	15.00
Account Total	285.00	0.09	285.00	0.09	29,081.00	28,796.00
Total Department	285.00	0.09	285.00	0.09	29,081.00	28,796.00

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Capital						
Council						
580 OTHER EQUIPMENT	0.00		0.00		22,500.00	22,500.00
Account Total						
					22,500.00	22,500.00
General Govt Buildings						
580 OTHER EQUIPMENT	0.00		0.00		10,000.00	10,000.00
Account Total						
					10,000.00	10,000.00
Police						
550 MOTOR VEHICLES	1,882.08	0.62	1,882.08	0.62	75,948.00	74,065.92
580 OTHER EQUIPMENT	0.00		0.00		14,000.00	14,000.00
611 BOND INTEREST	298.81	0.10	298.81	0.10	5,030.00	4,731.19
Account Total						
	2,180.89	0.72	2,180.89	0.72	94,978.00	92,797.11
Fire						
550 MOTOR VEHICLES	0.00		0.00		69,666.00	69,666.00
611 BOND INTEREST	0.00		0.00		1,800.00	1,800.00
Account Total						
					71,466.00	71,466.00
Highways, Streets, Roadways						
530 IMPR OTHER THAN BUILDINGS	0.00		0.00		50,000.00	50,000.00
540 HEAVY MACHINERY	0.00		0.00		74,136.00	74,136.00
550 MOTOR VEHICLES	284.61	0.09	284.61	0.09	3,470.00	3,185.39
611 BOND INTEREST	35.43	0.01	35.43	0.01	380.00	344.57
Account Total						
	320.04	0.11	320.04	0.11	127,986.00	127,665.96
Park Areas						
530 IMPR OTHER THAN BUILDINGS	0.00		0.00		67,500.00	67,500.00
550 MOTOR VEHICLES	417.54	0.14	417.54	0.14	10,165.00	9,747.46
611 BOND INTEREST	70.58	0.02	70.58	0.02	1,593.00	1,522.42
Account Total						
	488.12	0.16	488.12	0.16	79,258.00	78,769.88
Total Department	2,989.05	0.99	2,989.05	0.99	406,188.00	403,198.95
Unallocated Expenses						
Unallocated Expenditures						
360 INSURANCE	0.00		0.00		18,000.00	18,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		7,970.00	7,970.00
433 MMUA SAFETY PROGRAM	3,618.00	1.20	3,618.00	1.20	7,000.00	3,382.00
Account Total						
	3,618.00	1.20	3,618.00	1.20	32,970.00	29,352.00
Total Department	3,618.00	1.20	3,618.00	1.20	32,970.00	29,352.00
Other Financing Uses						
Other Financing Uses						
720 OPERATING TRANSFERS	89,000.00	29.43	89,000.00	29.43	89,000.00	0.00
Account Total						
	89,000.00	29.43	89,000.00	29.43	89,000.00	
Total Department	89,000.00	29.43	89,000.00	29.43	89,000.00	
Total Expenses	302,364.72	100.00	302,364.72	100.00	4,147,815.00	3,845,450.28
Net Income(Loss)	-247,314.09	-81.79	-247,314.09	-81.79		

211 Library Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Library						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		361,203.00	-361,203.00
3362 COUNTY CONTR - SELCO	0.00		0.00		56,932.00	-56,932.00
3410 CHARGES FOR SERVICES	27.02	0.10	27.02	0.10	400.00	-372.98
3412 CHARGES FOR SERVICES-PRIN	124.56	0.45	124.56	0.45	400.00	-275.44
3513 LIBRARY FINES	151.77	0.55	151.77	0.55	5,000.00	-4,848.23
3621 INTEREST EARNED	0.00		0.00		150.00	-150.00
3623 CONTR/DONATION FROM PRIVA	0.00		0.00		1,050.00	-1,050.00
3624 MISC REVENUE - REFUNDS	5.00	0.02	5.00	0.02	400.00	-395.00
Total Department	308.35	1.12	308.35	1.12	425,535.00	-425,226.65
Total Revenue	308.35	100.00	308.35	100.00	425,535.00	-425,226.65
Expenses						
Government Buildings and Library						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	806.08	2.94	806.08	2.94	9,974.00	9,167.92
121 EMPLOYER PERA CONTRIBUTIONS	60.46	0.22	60.46	0.22	728.00	667.54
122 EMPLOYER FICA CONTRIBUTIONS	48.47	0.18	48.47	0.18	602.00	553.53
123 EMPLOYER MEDICARE CONTRIBUTION	11.34	0.04	11.34	0.04	141.00	129.66
Account Total	926.35	3.38	926.35	3.38	11,445.00	10,518.65
Total Department	926.35	3.38	926.35	3.38	11,445.00	10,518.65
Library						
Library						
101 FULL-TIME EMPLOYEES - REGULAR	13,662.42	49.78	13,662.42	49.78	241,832.00	228,169.58
121 EMPLOYER PERA CONTRIBUTIONS	1,024.69	3.73	1,024.69	3.73	18,300.00	17,275.31
122 EMPLOYER FICA CONTRIBUTIONS	800.52	2.92	800.52	2.92	15,128.00	14,327.48
123 EMPLOYER MEDICARE CONTRIBUTION	187.21	0.68	187.21	0.68	3,583.00	3,395.79
130 EMPLOYER PAID INSURANCE	3,177.62	11.58	3,177.62	11.58	56,000.00	52,822.38
150 WORKER'S COMPENSATION	0.00		0.00		1,500.00	1,500.00
210 OPERATING SUPPLIES	145.93	0.53	145.93	0.53	3,000.00	2,854.07
216 PERIODICALS	245.84	0.90	245.84	0.90	450.00	204.16
218 BOOKS	2,766.11	10.08	2,766.11	10.08	11,000.00	8,233.89
219 AUDIO VISUAL	0.00		0.00		5,800.00	5,800.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		1,000.00	1,000.00
222 ELECTRONIC SERVICES	1,531.10	5.58	1,531.10	5.58	4,500.00	2,968.90
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		100.00	100.00
304 LEGAL FEES	0.00		0.00		1,000.00	1,000.00
309 EDP, SOFTWARE & DESIGN	1,700.14	6.19	1,700.14	6.19	16,200.00	14,499.86
321 TELEPHONE	201.83	0.74	201.83	0.74	1,700.00	1,498.17
325 COMMUNICATION-OTHER	0.00		0.00		500.00	500.00
331 TRAVEL/MILEAGE	0.00		0.00		500.00	500.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		850.00	850.00
334 MEMBERSHIP DUES AND FEES	50.00	0.18	50.00	0.18	500.00	450.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		0.00		3,500.00	3,500.00

211 Library Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
370 MAINTENANCE/SUPPORT FEES	0.00		0.00		2,000.00	2,000.00
380 UTILITY SERVICES	0.00		0.00		9,000.00	9,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		6,453.00	6,453.00
430 OTHER SERVICE/CHARGES-MISC.	139.20	0.51	139.20	0.51	2,000.00	1,860.80
433 MMUA SAFETY PROGRAM	603.00	2.20	603.00	2.20	944.00	341.00
440 PROFESSIONAL SERVICES	285.00	1.04	285.00	1.04	500.00	215.00
441 LIBRARY PROGRAMS	0.00		0.00		4,000.00	4,000.00
570 OFFICE EQUIP AND FURNISHINGS	0.00		0.00		2,000.00	2,000.00
Account Total	26,520.61	96.62	26,520.61	96.62	414,090.00	387,569.39
Total Department	26,520.61	96.62	26,520.61	96.62	414,090.00	387,569.39
Total Expenses	27,446.96	100.00	27,446.96	100.00	425,535.00	398,088.04
Net Income(Loss)	-27,138.61	-98.88	-27,138.61	-98.88		

290 Economic Development

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Community/Economic Development						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		90,533.00	-90,533.00
3621 INTEREST EARNED	0.00		0.00		2,000.00	-2,000.00
Total Department					92,533.00	-92,533.00
Total Revenue	0.00	100.00	0.00	100.00	92,533.00	-92,533.00
Expenses						
Community/Economic Development						
Community/Economic Development						
101 FULL-TIME EMPLOYEES - REGULAR	229.60	15.34	229.60	15.34	11,700.00	11,470.40
121 EMPLOYER PERA CONTRIBUTIONS	17.22	1.15	17.22	1.15	878.00	860.78
122 EMPLOYER FICA CONTRIBUTIONS	14.24	0.95	14.24	0.95	725.00	710.76
123 EMPLOYER MEDICARE CONTRIBUTION	3.33	0.22	3.33	0.22	170.00	166.67
130 EMPLOYER PAID INSURANCE	0.00		0.00		2,000.00	2,000.00
150 WORKER'S COMPENSATION	0.00		0.00		100.00	100.00
210 OPERATING SUPPLIES	15.68	1.05	15.68	1.05	400.00	384.32
303 ENGINEERING FEES	0.00		0.00		3,000.00	3,000.00
304 LEGAL FEES	0.00		0.00		4,000.00	4,000.00
321 TELEPHONE	21.93	1.46	21.93	1.46	500.00	478.07
325 COMMUNICATION-OTHER	131.67	8.79	131.67	8.79	200.00	68.33
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	396.00	26.45	396.00	26.45	500.00	104.00
360 INSURANCE	0.00		0.00		360.00	360.00
414 COMMERCIAL PROGRAMS	0.00		0.00		20,000.00	20,000.00
430 OTHER SERVICE/CHARGES-MISC.	382.50	25.55	382.50	25.55	4,500.00	4,117.50
440 PROFESSIONAL SERVICES	285.00	19.04	285.00	19.04	500.00	215.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		42,500.00	42,500.00
Account Total	1,497.17	100.00	1,497.17	100.00	92,533.00	91,035.83
Total Department	1,497.17	100.00	1,497.17	100.00	92,533.00	91,035.83
Total Expenses	1,497.17	100.00	1,497.17	100.00	92,533.00	91,035.83
Net Income(Loss)	-1,497.17	-100.00	-1,497.17	-100.00		

601 Water Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Distribution						
3621 INTEREST EARNED	0.00		0.00		5,000.00	-5,000.00
3622 RENTS AND ROYALTIES	1,052.10	0.36	1,052.10	0.36	12,625.00	-11,572.90
3624 MISC REVENUE - REFUNDS	0.00		0.00		500.00	-500.00
3710 WATER SALES - CUSTOMERS	120,767.01	41.36	120,767.01	41.36	788,400.00	-667,632.99
3715 CONNECTION/RECONNECTION F	0.00		0.00		100.00	-100.00
3716 WATER ACCESS CHARGE-BP	12,180.00	4.17	12,180.00	4.17	0.00	12,180.00
3718 METER SALES	1,275.00	0.44	1,275.00	0.44	6,000.00	-4,725.00
3746 PENALTIES	545.17	0.19	545.17	0.19	7,000.00	-6,454.83
Total Department	135,819.28	46.52	135,819.28	46.52	819,625.00	-683,805.72
Total Revenue	135,819.28	100.00	135,819.28	100.00	819,625.00	-683,805.72
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	245,138.38	83.96	245,138.38	83.96	254,732.00	9,593.62
611 BOND INTEREST	20,558.89	7.04	20,558.89	7.04	39,782.00	19,223.11
620 PAYING AGENT FEES	495.00	0.17	495.00	0.17	0.00	-495.00
Account Total	266,192.27	91.17	266,192.27	91.17	294,514.00	28,321.73
Total Department	266,192.27	91.17	266,192.27	91.17	294,514.00	28,321.73
Power and Pumping						
Power & Pumping						
380 UTILITY SERVICES	0.00		0.00		50,000.00	50,000.00
Account Total					50,000.00	50,000.00
Total Department					50,000.00	50,000.00
Distribution						
Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	7,075.62	2.42	7,075.62	2.42	89,000.00	81,924.38
102 FULL-TIME EMPLOYEES - OVERTIME	191.75	0.07	191.75	0.07	5,000.00	4,808.25
121 EMPLOYER PERA CONTRIBUTIONS	545.05	0.19	545.05	0.19	7,050.00	6,504.95
122 EMPLOYER FICA CONTRIBUTIONS	426.80	0.15	426.80	0.15	5,828.00	5,401.20
123 EMPLOYER MEDICARE CONTRIBUTION	99.78	0.03	99.78	0.03	1,363.00	1,263.22
130 EMPLOYER PAID INSURANCE	1,732.50	0.59	1,732.50	0.59	12,700.00	10,967.50
150 WORKER'S COMPENSATION	0.00		0.00		4,000.00	4,000.00
160 LIABILITY INSURANCE	0.00		0.00		40.00	40.00
210 OPERATING SUPPLIES	5,473.81	1.87	5,473.81	1.87	50,000.00	44,526.19
212 MOTOR FUELS	0.00		0.00		1,200.00	1,200.00
214 UNIFORMS	0.00		0.00		420.00	420.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		62,100.00	62,100.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		5,000.00	5,000.00
260 METERS	0.00		0.00		10,000.00	10,000.00
360 INSURANCE	0.00		0.00		6,000.00	6,000.00
400 REPAIRS & MAINTENANCE	70.00	0.02	70.00	0.02	85,000.00	84,930.00
410 RENTALS	30.15	0.01	30.15	0.01	2,600.00	2,569.85
430 OTHER SERVICE/CHARGES-MISC.	19.25	0.01	19.25	0.01	3,600.00	3,580.75

601 Water Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
433 MMUA SAFETY PROGRAM	2,412.00	0.83	2,412.00	0.83	4,800.00	2,388.00
440 PROFESSIONAL SERVICES	0.00		0.00		2,500.00	2,500.00
444 OTHER CONTRACTUAL SERVICES	24.63	0.01	24.63	0.01	0.00	-24.63
Account Total	18,101.34	6.20	18,101.34	6.20	358,201.00	340,099.66
Total Department	18,101.34	6.20	18,101.34	6.20	358,201.00	340,099.66
Administration						
Administration						
101 FULL-TIME EMPLOYEES - REGULAR	4,098.57	1.40	4,098.57	1.40	76,500.00	72,401.43
102 FULL-TIME EMPLOYEES - OVERTIME	57.85	0.02	57.85	0.02	0.00	-57.85
121 EMPLOYER PERA CONTRIBUTIONS	311.79	0.11	311.79	0.11	5,738.00	5,426.21
122 EMPLOYER FICA CONTRIBUTIONS	239.68	0.08	239.68	0.08	4,743.00	4,503.32
123 EMPLOYER MEDICARE CONTRIBUTION	56.06	0.02	56.06	0.02	1,109.00	1,052.94
130 EMPLOYER PAID INSURANCE	770.36	0.26	770.36	0.26	13,000.00	12,229.64
210 OPERATING SUPPLIES	24.64	0.01	24.64	0.01	800.00	775.36
216 PERIODICALS	0.00		0.00		100.00	100.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
301 AUDITING/ACCOUNTING	0.00		0.00		4,406.00	4,406.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
304 LEGAL FEES	0.00		0.00		750.00	750.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		500.00	500.00
321 TELEPHONE	108.18	0.04	108.18	0.04	2,400.00	2,291.82
325 COMMUNICATION-OTHER	136.67	0.05	136.67	0.05	5,000.00	4,863.33
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		1,500.00	1,500.00
334 MEMBERSHIP DUES AND FEES	229.00	0.08	229.00	0.08	500.00	271.00
343 OTHER ADVERTISING	0.00		0.00		100.00	100.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		1,200.00	1,200.00
370 MAINTENANCE/SUPPORT FEES	682.43	0.23	682.43	0.23	2,725.00	2,042.57
430 OTHER SERVICE/CHARGES-MISC.	12.50		12.50		200.00	187.50
438 CREDIT CARD FEES	375.75	0.13	375.75	0.13	4,100.00	3,724.25
440 PROFESSIONAL SERVICES	570.00	0.20	570.00	0.20	1,800.00	1,230.00
Account Total	7,673.48	2.63	7,673.48	2.63	132,671.00	124,997.52
Total Department	7,673.48	2.63	7,673.48	2.63	132,671.00	124,997.52
Total Expenses	291,967.09	100.00	291,967.09	100.00	835,386.00	543,418.91
Net Income(Loss)	-156,147.81	-53.48	-156,147.81	-53.48		

602 Sewer Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Sewage Distribution						
3621 INTEREST EARNED	0.00		0.00		6,000.00	-6,000.00
3624 MISC REVENUE - REFUNDS	65.30	0.03	65.30	0.03	0.00	65.30
3718 METER SALES	0.00		0.00		8,000.00	-8,000.00
3720 SEWER SERVICE	218,310.06	115.49	218,310.06	115.49	1,836,000.00	-1,617,689.94
3725 SEWER CONNECTION FEES	13,530.00	7.16	13,530.00	7.16	20,000.00	-6,470.00
3746 PENALTIES	1,384.87	0.73	1,384.87	0.73	18,000.00	-16,615.13
3922 OTHER MISC-GOVT	0.00		0.00		132,500.00	-132,500.00
Total Department	233,290.23	123.41	233,290.23	123.41	2,020,500.00	-1,787,209.77
Total Revenue	233,290.23	100.00	233,290.23	100.00	2,020,500.00	-1,787,209.77
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	105,384.33	55.75	105,384.33	55.75	796,880.00	691,495.67
611 BOND INTEREST	48,886.70	25.86	48,886.70	25.86	97,232.00	48,345.30
Account Total	154,271.03	81.61	154,271.03	81.61	894,112.00	739,840.97
Total Department	154,271.03	81.61	154,271.03	81.61	894,112.00	739,840.97
Sewer Plant						
Sewer Plant						
101 FULL-TIME EMPLOYEES - REGULAR	14,827.17	7.84	14,827.17	7.84	179,100.00	164,272.83
102 FULL-TIME EMPLOYEES - OVERTIME	498.53	0.26	498.53	0.26	10,000.00	9,501.47
103 PART-TIME EMPLOYEES	0.00		0.00		11,440.00	11,440.00
121 EMPLOYER PERA CONTRIBUTIONS	1,149.46	0.61	1,149.46	0.61	14,183.00	13,033.54
122 EMPLOYER FICA CONTRIBUTIONS	901.57	0.48	901.57	0.48	12,433.00	11,531.43
123 EMPLOYER MEDICARE CONTRIBUTION	210.85	0.11	210.85	0.11	2,908.00	2,697.15
130 EMPLOYER PAID INSURANCE	3,675.72	1.94	3,675.72	1.94	23,550.00	19,874.28
150 WORKER'S COMPENSATION	0.00		0.00		8,500.00	8,500.00
160 LIABILITY INSURANCE	0.00		0.00		35.00	35.00
210 OPERATING SUPPLIES	462.16	0.24	462.16	0.24	35,000.00	34,537.84
211 CHEMICALS	0.00		0.00		60,000.00	60,000.00
212 MOTOR FUELS	0.00		0.00		2,000.00	2,000.00
214 UNIFORMS	0.00		0.00		910.00	910.00
216 PERIODICALS	0.00		0.00		30.00	30.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		16,000.00	16,000.00
221 LG REPAIR/MAINT SUPPLIES	0.00		0.00		50,000.00	50,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		5,000.00	5,000.00
301 AUDITING/ACCOUNTING	0.00		0.00		3,818.00	3,818.00
303 ENGINEERING FEES	0.00		0.00		10,000.00	10,000.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		400.00	400.00
321 TELEPHONE	128.18	0.07	128.18	0.07	2,400.00	2,271.82
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		2,200.00	2,200.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		130.00	130.00
360 INSURANCE	0.00		0.00		8,500.00	8,500.00
370 MAINTENANCE/SUPPORT FEES	452.40	0.24	452.40	0.24	1,365.00	912.60

602 Sewer Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
380 UTILITY SERVICES	-1,669.00	-0.88	-1,669.00	-0.88	65,000.00	66,669.00
381 PURCHASED POWER	0.00		0.00		122,000.00	122,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		50,000.00	50,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		3,200.00	3,200.00
433 MMUA SAFETY PROGRAM	2,110.50	1.12	2,110.50	1.12	4,130.00	2,019.50
440 PROFESSIONAL SERVICES	498.75	0.26	498.75	0.26	50,000.00	49,501.25
Account Total	23,246.29	12.30	23,246.29	12.30	754,232.00	730,985.71
Total Department	23,246.29	12.30	23,246.29	12.30	754,232.00	730,985.71
Sewage Distribution						
Sewer Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	3,713.41	1.96	3,713.41	1.96	48,000.00	44,286.59
102 FULL-TIME EMPLOYEES - OVERTIME	76.70	0.04	76.70	0.04	5,000.00	4,923.30
121 EMPLOYER PERA CONTRIBUTIONS	284.31	0.15	284.31	0.15	3,975.00	3,690.69
122 EMPLOYER FICA CONTRIBUTIONS	222.08	0.12	222.08	0.12	3,286.00	3,063.92
123 EMPLOYER MEDICARE CONTRIBUTION	51.94	0.03	51.94	0.03	769.00	717.06
130 EMPLOYER PAID INSURANCE	898.45	0.48	898.45	0.48	7,500.00	6,601.55
150 WORKER'S COMPENSATION	0.00		0.00		3,000.00	3,000.00
160 LIABILITY INSURANCE	0.00		0.00		40.00	40.00
210 OPERATING SUPPLIES	194.25	0.10	194.25	0.10	11,000.00	10,805.75
212 MOTOR FUELS	0.00		0.00		6,400.00	6,400.00
214 UNIFORMS	0.00		0.00		210.00	210.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		2,000.00	2,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,500.00	1,500.00
260 METERS	0.00		0.00		10,000.00	10,000.00
303 ENGINEERING FEES	0.00		0.00		553,500.00	553,500.00
360 INSURANCE	0.00		0.00		13,000.00	13,000.00
380 UTILITY SERVICES	0.00		0.00		3,500.00	3,500.00
400 REPAIRS & MAINTENANCE	0.00		0.00		65,000.00	65,000.00
410 RENTALS	0.00		0.00		100.00	100.00
430 OTHER SERVICE/CHARGES-MISC.	77.00	0.04	77.00	0.04	3,000.00	2,923.00
433 MMUA SAFETY PROGRAM	301.50	0.16	301.50	0.16	590.00	288.50
440 PROFESSIONAL SERVICES	0.00		0.00		2,000.00	2,000.00
444 OTHER CONTRACTUAL SERVICES	24.63	0.01	24.63	0.01	200,000.00	199,975.37
Account Total	5,844.27	3.09	5,844.27	3.09	943,370.00	937,525.73
Total Department	5,844.27	3.09	5,844.27	3.09	943,370.00	937,525.73
San Sewer-Admin/General						
San Sewer-Admin/General						
101 FULL-TIME EMPLOYEES - REGULAR	3,563.62	1.89	3,563.62	1.89	61,000.00	57,436.38
102 FULL-TIME EMPLOYEES - OVERTIME	38.57	0.02	38.57	0.02	1,000.00	961.43
121 EMPLOYER PERA CONTRIBUTIONS	270.17	0.14	270.17	0.14	4,650.00	4,379.83
122 EMPLOYER FICA CONTRIBUTIONS	209.40	0.11	209.40	0.11	3,844.00	3,634.60
123 EMPLOYER MEDICARE CONTRIBUTION	48.98	0.03	48.98	0.03	899.00	850.02
130 EMPLOYER PAID INSURANCE	604.98	0.32	604.98	0.32	9,600.00	8,995.02
150 WORKER'S COMPENSATION	0.00		0.00		350.00	350.00
210 OPERATING SUPPLIES	40.33	0.02	40.33	0.02	1,500.00	1,459.67
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		590.00	590.00
301 AUDITING/ACCOUNTING	0.00		0.00		585.00	585.00
303 ENGINEERING FEES	0.00		0.00		500.00	500.00
321 TELEPHONE	71.91	0.04	71.91	0.04	2,956.00	2,884.09

602 Sewer Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
325 COMMUNICATION-OTHER	136.67	0.07	136.67	0.07	5,000.00	4,863.33
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		20.00	20.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		25.00	25.00
370 MAINTENANCE/SUPPORT FEES	230.03	0.12	230.03	0.12	1,750.00	1,519.97
430 OTHER SERVICE/CHARGES-MISC.	7.50		7.50		50.00	42.50
438 CREDIT CARD FEES	375.75	0.20	375.75	0.20	4,100.00	3,724.25
440 PROFESSIONAL SERVICES	71.25	0.04	71.25	0.04	400.00	328.75
Account Total	5,669.16	3.00	5,669.16	3.00	99,319.00	93,649.84
Total Department	5,669.16	3.00	5,669.16	3.00	99,319.00	93,649.84
Total Expenses	189,030.75	100.00	189,030.75	100.00	2,691,033.00	2,502,002.25
Net Income(Loss)	44,259.48	23.41	44,259.48	23.41		

604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Transmission/Distribution						
3621 INTEREST EARNED	0.00		0.00		10,000.00	-10,000.00
3622 RENTS AND ROYALTIES	838.18	0.75	838.18	0.75	3,000.00	-2,161.82
3624 MISC REVENUE - REFUNDS	65.35	0.06	65.35	0.06	1,000.00	-934.65
3735 ELECTRIC ASSESSMENT	660.00	0.59	660.00	0.59	4,400.00	-3,740.00
3740 ELECTRIC SALES-RES/COMM	319,574.16	284.31	319,574.16	284.31	3,980,836.00	-3,661,261.84
3742 ELECTRIC SALES-DEMAND	42,605.32	37.90	42,605.32	37.90	496,789.00	-454,183.68
3745 CONNECTION/RECONNECTION F	50.00	0.04	50.00	0.04	4,800.00	-4,750.00
3746 PENALTIES	2,448.43	2.18	2,448.43	2.18	40,000.00	-37,551.57
3747 ELECTRIC METER HOOKUP FEE	195.00	0.17	195.00	0.17	0.00	195.00
3749 CIP Chg	9,698.19	8.63	9,698.19	8.63	111,463.00	-101,764.81
Total Department	376,134.63	334.63	376,134.63	334.63	4,652,288.00	-4,276,153.37
Total Revenue	376,134.63	100.00	376,134.63	100.00	4,652,288.00	-4,276,153.37
Expenses						
Government Buildings and Library						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	268.69	0.24	268.69	0.24	2,950.00	2,681.31
121 EMPLOYER PERA CONTRIBUTIONS	20.15	0.02	20.15	0.02	221.00	200.85
122 EMPLOYER FICA CONTRIBUTIONS	16.16	0.01	16.16	0.01	183.00	166.84
123 EMPLOYER MEDICARE CONTRIBUTION	3.78		3.78		43.00	39.22
Account Total	308.78	0.27	308.78	0.27	3,397.00	3,088.22
Total Department	308.78	0.27	308.78	0.27	3,397.00	3,088.22
Debt Service						
Debt Service						
601 BOND PRINCIPAL	45,190.84	40.20	45,190.84	40.20	55,356.00	10,165.16
611 BOND INTEREST	3,428.12	3.05	3,428.12	3.05	7,856.00	4,427.88
Account Total	48,618.96	43.25	48,618.96	43.25	63,212.00	14,593.04
Total Department	48,618.96	43.25	48,618.96	43.25	63,212.00	14,593.04
Power Supply						
Power Supply						
381 PURCHASED POWER	0.00		0.00		2,794,000.00	2,794,000.00
Account Total					2,794,000.00	2,794,000.00
Total Department					2,794,000.00	2,794,000.00
Transmission/Distribution						
Transmission/Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	24,743.77	22.01	24,743.77	22.01	344,000.00	319,256.23
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		0.00		13,100.00	13,100.00
121 EMPLOYER PERA CONTRIBUTIONS	1,855.79	1.65	1,855.79	1.65	26,783.00	24,927.21
122 EMPLOYER FICA CONTRIBUTIONS	1,470.46	1.31	1,470.46	1.31	22,140.00	20,669.54
123 EMPLOYER MEDICARE CONTRIBUTION	343.88	0.31	343.88	0.31	5,178.00	4,834.12
130 EMPLOYER PAID INSURANCE	6,754.10	6.01	6,754.10	6.01	31,000.00	24,245.90
150 WORKER'S COMPENSATION	0.00		0.00		12,560.00	12,560.00
210 OPERATING SUPPLIES	200.27	0.18	200.27	0.18	10,000.00	9,799.73
212 MOTOR FUELS	0.00		0.00		5,500.00	5,500.00

604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
214 UNIFORMS	559.11	0.50	559.11	0.50	2,400.00	1,840.89
220 REPAIR/MAINTENANCE SUPPLIES	1,116.99	0.99	1,116.99	0.99	100,000.00	98,883.01
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		4,000.00	4,000.00
260 METERS	0.00		0.00		10,000.00	10,000.00
270 TRANSFORMERS	0.00		0.00		25,000.00	25,000.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		0.00		8,000.00	8,000.00
380 UTILITY SERVICES	-747.00	-0.66	-747.00	-0.66	13,500.00	14,247.00
400 REPAIRS & MAINTENANCE	60.90	0.05	60.90	0.05	5,000.00	4,939.10
410 RENTALS	20.92	0.02	20.92	0.02	500.00	479.08
430 OTHER SERVICE/CHARGES-MISC.	2,333.36	2.08	2,333.36	2.08	3,600.00	1,266.64
433 MMUA SAFETY PROGRAM	2,412.00	2.15	2,412.00	2.15	4,720.00	2,308.00
437 LOCATES	300.00	0.27	300.00	0.27	3,000.00	2,700.00
444 OTHER CONTRACTUAL SERVICES	217.93	0.19	217.93	0.19	55,000.00	54,782.07
Account Total	41,642.48	37.05	41,642.48	37.05	710,231.00	668,588.52
Total Department	41,642.48	37.05	41,642.48	37.05	710,231.00	668,588.52
Customer Account/Meter Reader						
Customer Account/Mtr Reader						
613 Customer Interest	-0.27		-0.27		800.00	800.27
Account Total	-0.27		-0.27		800.00	800.27
Total Department	-0.27		-0.27		800.00	800.27
Administration & General						
Administration & General						
101 FULL-TIME EMPLOYEES - REGULAR	7,739.73	6.89	7,739.73	6.89	147,000.00	139,260.27
102 FULL-TIME EMPLOYEES - OVERTIME	96.42	0.09	96.42	0.09	2,000.00	1,903.58
121 EMPLOYER PERA CONTRIBUTIONS	587.72	0.52	587.72	0.52	11,175.00	10,587.28
122 EMPLOYER FICA CONTRIBUTIONS	453.91	0.40	453.91	0.40	9,238.00	8,784.09
123 EMPLOYER MEDICARE CONTRIBUTION	106.13	0.09	106.13	0.09	2,161.00	2,054.87
130 EMPLOYER PAID INSURANCE	1,374.28	1.22	1,374.28	1.22	25,700.00	24,325.72
150 WORKER'S COMPENSATION	0.00		0.00		840.00	840.00
160 LIABILITY INSURANCE	0.00		0.00		40.00	40.00
210 OPERATING SUPPLIES	68.61	0.06	68.61	0.06	2,750.00	2,681.39
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
301 AUDITING/ACCOUNTING	0.00		0.00		4,406.00	4,406.00
304 LEGAL FEES	0.00		0.00		5,000.00	5,000.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		1,000.00	1,000.00
321 TELEPHONE	313.48	0.28	313.48	0.28	10,000.00	9,686.52
325 COMMUNICATION-OTHER	216.66	0.19	216.66	0.19	10,500.00	10,283.34
333 STAFF MEETINGS & CONFERENCES	2,010.45	1.79	2,010.45	1.79	3,500.00	1,489.55
334 MEMBERSHIP DUES AND FEES	6,194.00	5.51	6,194.00	5.51	40,000.00	33,806.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		150.00	150.00
370 MAINTENANCE/SUPPORT FEES	1,156.06	1.03	1,156.06	1.03	4,000.00	2,843.94
400 REPAIRS & MAINTENANCE	0.00		0.00		550.00	550.00
429 CIP PROGRAM	0.00		0.00		95,244.00	95,244.00
430 OTHER SERVICE/CHARGES-MISC.	15.00	0.01	15.00	0.01	135,000.00	134,985.00
438 CREDIT CARD FEES	835.50	0.74	835.50	0.74	8,200.00	7,364.50
440 PROFESSIONAL SERVICES	665.00	0.59	665.00	0.59	7,500.00	6,835.00
Account Total	21,832.95	19.42	21,832.95	19.42	526,454.00	504,621.05

604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Total Department	21,832.95	19.42	21,832.95	19.42	526,454.00	504,621.05
Depreciation						
Depreciation						
420 DEPRECIATION	0.00		0.00		100,000.00	100,000.00
Account Total					100,000.00	100,000.00
Total Department					100,000.00	100,000.00
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	0.00		0.00		70,000.00	70,000.00
Account Total					70,000.00	70,000.00
Total Department					70,000.00	70,000.00
Total Expenses	112,402.90	100.00	112,402.90	100.00	4,268,094.00	4,155,691.10
Net Income(Loss)	263,731.73	234.63	263,731.73	234.63		

605 Storm Water

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Storm Public Works						
3621 INTEREST EARNED	0.00		0.00		3,000.00	-3,000.00
3730 STORM USER CHARGE	37,932.40	27.48	37,932.40	27.48	436,600.00	-398,667.60
3746 PENALTIES	328.90	0.24	328.90	0.24	2,200.00	-1,871.10
Total Department	38,261.30	27.72	38,261.30	27.72	441,800.00	-403,538.70
Total Revenue	38,261.30	100.00	38,261.30	100.00	441,800.00	-403,538.70
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	115,261.07	83.50	115,261.07	83.50	115,261.00	-0.07
611 BOND INTEREST	14,638.56	10.60	14,638.56	10.60	28,193.00	13,554.44
Account Total	129,899.63	94.11	129,899.63	94.11	143,454.00	13,554.37
Total Department	129,899.63	94.11	129,899.63	94.11	143,454.00	13,554.37
Storm Public Works						
Storm Public Works						
101 FULL-TIME EMPLOYEES - REGULAR	1,752.68	1.27	1,752.68	1.27	40,675.00	38,922.32
103 PART-TIME EMPLOYEES	0.00		0.00		3,000.00	3,000.00
121 EMPLOYER PERA CONTRIBUTIONS	131.45	0.10	131.45	0.10	2,715.00	2,583.55
122 EMPLOYER FICA CONTRIBUTIONS	100.52	0.07	100.52	0.07	2,430.00	2,329.48
123 EMPLOYER MEDICARE CONTRIBUTION	23.52	0.02	23.52	0.02	525.00	501.48
130 EMPLOYER PAID INSURANCE	664.09	0.48	664.09	0.48	9,900.00	9,235.91
210 OPERATING SUPPLIES	211.17	0.15	211.17	0.15	7,000.00	6,788.83
214 UNIFORMS	0.00		0.00		280.00	280.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		20,500.00	20,500.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
303 ENGINEERING FEES	0.00		0.00		162,000.00	162,000.00
325 COMMUNICATION-OTHER	131.66	0.10	131.66	0.10	5,000.00	4,868.34
331 TRAVEL/MILEAGE	0.00		0.00		100.00	100.00
360 INSURANCE	0.00		0.00		800.00	800.00
370 MAINTENANCE/SUPPORT FEES	160.43	0.12	160.43	0.12	1,700.00	1,539.57
400 REPAIRS & MAINTENANCE	0.00		0.00		35,000.00	35,000.00
410 RENTALS	7.73	0.01	7.73	0.01	0.00	-7.73
430 OTHER SERVICE/CHARGES-MISC.	9.62	0.01	9.62	0.01	75.00	65.38
433 MMUA SAFETY PROGRAM	2,412.00	1.75	2,412.00	1.75	4,750.00	2,338.00
440 PROFESSIONAL SERVICES	0.00		0.00		5,000.00	5,000.00
Account Total	5,604.87	4.06	5,604.87	4.06	301,950.00	296,345.13
Total Department	5,604.87	4.06	5,604.87	4.06	301,950.00	296,345.13
Storm Adminstration						
Storm Admin						
101 FULL-TIME EMPLOYEES - REGULAR	1,099.65	0.80	1,099.65	0.80	19,500.00	18,400.35
121 EMPLOYER PERA CONTRIBUTIONS	82.47	0.06	82.47	0.06	1,463.00	1,380.53
122 EMPLOYER FICA CONTRIBUTIONS	64.53	0.05	64.53	0.05	1,209.00	1,144.47
123 EMPLOYER MEDICARE CONTRIBUTION	15.08	0.01	15.08	0.01	283.00	267.92
130 EMPLOYER PAID INSURANCE	161.33	0.12	161.33	0.12	3,000.00	2,838.67

605 Storm Water

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
150 WORKER'S COMPENSATION	0.00		0.00		4,000.00	4,000.00
210 OPERATING SUPPLIES	15.68	0.01	15.68	0.01	700.00	684.32
301 AUDITING/ACCOUNTING	0.00		0.00		980.00	980.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		300.00	300.00
370 MAINTENANCE/SUPPORT FEES	139.20	0.10	139.20	0.10	450.00	310.80
430 OTHER SERVICE/CHARGES-MISC.	7.50	0.01	7.50	0.01	200.00	192.50
438 CREDIT CARD FEES	375.75	0.27	375.75	0.27	4,100.00	3,724.25
440 PROFESSIONAL SERVICES	570.00	0.41	570.00	0.41	725.00	155.00
Account Total	2,531.19	1.83	2,531.19	1.83	41,910.00	39,378.81
Total Department	2,531.19	1.83	2,531.19	1.83	41,910.00	39,378.81
Total Expenses	138,035.69	100.00	138,035.69	100.00	487,314.00	349,278.31
Net Income(Loss)	-99,774.39	-72.28	-99,774.39	-72.28		

606 ICE ARENA

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Ice Arena						
3450 SCHOOL/YOUTH ICE RENTAL	0.00		0.00		200,000.00	-200,000.00
3451 LEAGUE HOCKEY	0.00		0.00		54,000.00	-54,000.00
3452 PUBLIC SKATE	156.97	0.97	156.97	0.97	2,500.00	-2,343.03
3453 OPEN HOCKEY/ ICE TIME	228.17	1.41	228.17	1.41	5,000.00	-4,771.83
3454 LEASED SIGN REVENUE	0.00		0.00		1,500.00	-1,500.00
3455 CONCESSION/RENTS	0.00		0.00		2,516.00	-2,516.00
3456 POP/GUMBALL SALES	174.16	1.07	174.16	1.07	3,000.00	-2,825.84
3457 SKATE RENTS/SHARPENING	18.00	0.11	18.00	0.11	1,000.00	-982.00
3458 PRO SHOP SALES	8.00	0.05	8.00	0.05	200.00	-192.00
Total Department	585.30	3.61	585.30	3.61	269,716.00	-269,130.70
Total Revenue	585.30	100.00	585.30	100.00	269,716.00	-269,130.70
Expenses						
Ice Arena						
Ice Arena						
101 FULL-TIME EMPLOYEES - REGULAR	7,538.06	46.52	7,538.06	46.52	95,300.00	87,761.94
103 PART-TIME EMPLOYEES	3,411.13	21.05	3,411.13	21.05	48,000.00	44,588.87
121 EMPLOYER PERA CONTRIBUTIONS	695.14	4.29	695.14	4.29	9,000.00	8,304.86
122 EMPLOYER FICA CONTRIBUTIONS	653.93	4.04	653.93	4.04	8,885.00	8,231.07
123 EMPLOYER MEDICARE CONTRIBUTION	152.92	0.94	152.92	0.94	1,383.00	1,230.08
130 EMPLOYER PAID INSURANCE	1,682.45	10.38	1,682.45	10.38	23,000.00	21,317.55
150 WORKER'S COMPENSATION	0.00		0.00		4,800.00	4,800.00
210 OPERATING SUPPLIES	90.25	0.56	90.25	0.56	4,000.00	3,909.75
214 UNIFORMS	0.00		0.00		600.00	600.00
220 REPAIR/MAINTENANCE SUPPLIES	660.36	4.08	660.36	4.08	7,500.00	6,839.64
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
261 MERCH FOR RESALE-TAX	0.00		0.00		2,000.00	2,000.00
301 AUDITING/ACCOUNTING	0.00		0.00		900.00	900.00
321 TELEPHONE	198.51	1.22	198.51	1.22	3,500.00	3,301.49
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		1,000.00	1,000.00
334 MEMBERSHIP DUES AND FEES	90.00	0.56	90.00	0.56	400.00	310.00
343 OTHER ADVERTISING	14.05	0.09	14.05	0.09	200.00	185.95
370 MAINTENANCE/SUPPORT FEES	276.00	1.70	276.00	1.70	1,800.00	1,524.00
380 UTILITY SERVICES	0.00		0.00		76,000.00	76,000.00
400 REPAIRS & MAINTENANCE	0.00		0.00		22,500.00	22,500.00
430 OTHER SERVICE/CHARGES-MISC.	139.20	0.86	139.20	0.86	2,000.00	1,860.80
433 MMUA SAFETY PROGRAM	603.00	3.72	603.00	3.72	1,010.00	407.00
440 PROFESSIONAL SERVICES	0.00		0.00		500.00	500.00
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		10,000.00	10,000.00
Account Total	16,205.00	100.00	16,205.00	100.00	325,278.00	309,073.00
Total Department	16,205.00	100.00	16,205.00	100.00	325,278.00	309,073.00
Total Expenses	16,205.00	100.00	16,205.00	100.00	325,278.00	309,073.00

606 ICE ARENA

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Net Income(Loss)	-15,619.70	-96.39	-15,619.70	-96.39		

609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Financial Adminstration						
3621 INTEREST EARNED	0.00		0.00		3,000.00	-3,000.00
3624 MISC REVENUE - REFUNDS	0.00		0.00		250.00	-250.00
Total Department					3,250.00	-3,250.00
Merchandise						
3781 SALES - LIQUOR	37,930.07	40.31	37,930.07	40.31	443,000.00	-405,069.93
3782 SALES - BEER	45,178.63	48.01	45,178.63	48.01	949,200.00	-904,021.37
3783 SALES - WINE	18,028.31	19.16	18,028.31	19.16	204,750.00	-186,721.69
3784 SALES - MISC. TAXABLE	1,540.08	1.64	1,540.08	1.64	22,000.00	-20,459.92
3786 SALES - NON-TAXABLE	256.21	0.27	256.21	0.27	5,215.00	-4,958.79
3794 CASH OVER	20.77	0.02	20.77	0.02	0.00	20.77
Total Department	102,954.07	109.41	102,954.07	109.41	1,624,165.00	-1,521,210.93
Total Revenue	102,954.07	100.00	102,954.07	100.00	1,627,415.00	-1,524,460.93
Expenses						
Financial Adminstration						
Financial Administration						
101 FULL-TIME EMPLOYEES - REGULAR	0.00		0.00		2,600.00	2,600.00
121 EMPLOYER PERA CONTRIBUTIONS	0.00		0.00		195.00	195.00
122 EMPLOYER FICA CONTRIBUTIONS	0.00		0.00		161.00	161.00
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		0.00		38.00	38.00
301 AUDITING/ACCOUNTING	0.00		0.00		4,406.00	4,406.00
Account Total					7,400.00	7,400.00
Total Department					7,400.00	7,400.00
Merchandise						
Merchandise						
210 OPERATING SUPPLIES	211.96	0.23	211.96	0.23	2,500.00	2,288.04
251 LIQUOR	35,900.92	38.15	35,900.92	38.15	462,100.00	426,199.08
252 BEER	32,372.66	34.40	32,372.66	34.40	736,300.00	703,927.34
254 MISC TAXABLES (SOFT DRINKS,ETC	636.00	0.68	636.00	0.68	15,000.00	14,364.00
257 ICE	0.00		0.00		2,000.00	2,000.00
259 NON-TAX MISC (O.J., ETC)	21.00	0.02	21.00	0.02	642.00	621.00
335 FREIGHT	212.20	0.23	212.20	0.23	10,000.00	9,787.80
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		50.00	50.00
438 CREDIT CARD FEES	2,386.48	2.54	2,386.48	2.54	30,000.00	27,613.52
Account Total	71,741.22	76.24	71,741.22	76.24	1,258,592.00	1,186,850.78
Total Department	71,741.22	76.24	71,741.22	76.24	1,258,592.00	1,186,850.78
Manager						

609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Manager						
101 FULL-TIME EMPLOYEES - REGULAR	5,839.02	6.21	5,839.02	6.21	76,600.00	70,760.98
121 EMPLOYER PERA CONTRIBUTIONS	437.93	0.47	437.93	0.47	5,745.00	5,307.07
122 EMPLOYER FICA CONTRIBUTIONS	352.38	0.37	352.38	0.37	4,749.00	4,396.62
123 EMPLOYER MEDICARE CONTRIBUTION	82.41	0.09	82.41	0.09	1,111.00	1,028.59
130 EMPLOYER PAID INSURANCE	778.85	0.83	778.85	0.83	9,200.00	8,421.15
150 WORKER'S COMPENSATION	0.00		0.00		6,000.00	6,000.00
210 OPERATING SUPPLIES	100.00	0.11	100.00	0.11	700.00	600.00
216 PERIODICALS	0.00		0.00		40.00	40.00
240 SMALL TOOLS/MINOR EQUIPMENT	90.64	0.10	90.64	0.10	3,600.00	3,509.36
304 LEGAL FEES	0.00		0.00		100.00	100.00
321 TELEPHONE	160.73	0.17	160.73	0.17	1,900.00	1,739.27
331 TRAVEL/MILEAGE	0.00		0.00		250.00	250.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		900.00	900.00
334 MEMBERSHIP DUES AND FEES	850.00	0.90	850.00	0.90	1,500.00	650.00
343 OTHER ADVERTISING	200.00	0.21	200.00	0.21	9,000.00	8,800.00
351 LEGAL NOTICES PUBLISHING	0.00		0.00		250.00	250.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		25.00	25.00
370 MAINTENANCE/SUPPORT FEES	1,229.01	1.31	1,229.01	1.31	3,000.00	1,770.99
430 OTHER SERVICE/CHARGES-MISC.	20.00	0.02	20.00	0.02	1,000.00	980.00
433 MMUA SAFETY PROGRAM	603.00	0.64	603.00	0.64	1,200.00	597.00
439 CASH SHORT	49.83	0.05	49.83	0.05	0.00	-49.83
440 PROFESSIONAL SERVICES	570.00	0.61	570.00	0.61	525.00	-45.00
Account Total	11,363.80	12.08	11,363.80	12.08	127,395.00	116,031.20
Total Department	11,363.80	12.08	11,363.80	12.08	127,395.00	116,031.20
Cashiers						
Cashiers						
101 FULL-TIME EMPLOYEES - REGULAR	3,176.96	3.38	3,176.96	3.38	44,000.00	40,823.04
103 PART-TIME EMPLOYEES	4,783.09	5.08	4,783.09	5.08	42,000.00	37,216.91
121 EMPLOYER PERA CONTRIBUTIONS	587.76	0.62	587.76	0.62	6,450.00	5,862.24
122 EMPLOYER FICA CONTRIBUTIONS	472.06	0.50	472.06	0.50	5,332.00	4,859.94
123 EMPLOYER MEDICARE CONTRIBUTION	110.39	0.12	110.39	0.12	1,247.00	1,136.61
130 EMPLOYER PAID INSURANCE	1,639.15	1.74	1,639.15	1.74	19,600.00	17,960.85
160 LIABILITY INSURANCE	0.00		0.00		40.00	40.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		300.00	300.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		50.00	50.00
Account Total	10,769.41	11.44	10,769.41	11.44	119,019.00	108,249.59
Total Department	10,769.41	11.44	10,769.41	11.44	119,019.00	108,249.59
Janitor						
Janitor						
210 OPERATING SUPPLIES	0.00		0.00		900.00	900.00
Account Total					900.00	900.00
Total Department					900.00	900.00
Buildings and Maintenance						

609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Buildings & Maintenance						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		100.00	100.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
360 INSURANCE	0.00		0.00		4,500.00	4,500.00
380 UTILITY SERVICES	0.00		0.00		12,500.00	12,500.00
400 REPAIRS & MAINTENANCE	0.00		0.00		11,000.00	11,000.00
410 RENTALS	226.22	0.24	226.22	0.24	750.00	523.78
Account Total						
	226.22	0.24	226.22	0.24	29,850.00	29,623.78
Total Department	226.22	0.24	226.22	0.24	29,850.00	29,623.78
Depreciation						
Depreciation						
420 DEPRECIATION	0.00		0.00		13,000.00	13,000.00
Account Total						
					13,000.00	13,000.00
Total Department					13,000.00	13,000.00
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	0.00		0.00		16,000.00	16,000.00
Account Total						
					16,000.00	16,000.00
Total Department					16,000.00	16,000.00
Total Expenses	94,100.65	100.00	94,100.65	100.00	1,572,156.00	1,478,055.35
Net Income(Loss)	8,853.42	9.41	8,853.42	9.41		

610 Maple Grove Cemetery

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Cemetery Operations						
3410 CHARGES FOR SERVICES	0.00		0.00		9,000.00	-9,000.00
3411 CEMETARY LAND RENT	0.00		0.00		6,000.00	-6,000.00
3621 INTEREST EARNED	0.00		0.00		4,000.00	-4,000.00
3624 MISC REVENUE - REFUNDS	0.00		0.00		300.00	-300.00
3711 BURIAL LOTS	0.00		0.00		4,000.00	-4,000.00
Total Department					23,300.00	-23,300.00
Total Revenue	0.00	100.00	0.00	100.00	23,300.00	-23,300.00
Expenses						
Cemetery Operations						
Cemetery Operations						
101 FULL-TIME EMPLOYEES - REGULAR	836.31	11.63	836.31	11.63	11,100.00	10,263.69
121 EMPLOYER PERA CONTRIBUTIONS	62.73	0.87	62.73	0.87	833.00	770.27
122 EMPLOYER FICA CONTRIBUTIONS	49.56	0.69	49.56	0.69	688.00	638.44
123 EMPLOYER MEDICARE CONTRIBUTION	11.59	0.16	11.59	0.16	161.00	149.41
130 EMPLOYER PAID INSURANCE	139.20	1.94	139.20	1.94	1,600.00	1,460.80
150 WORKER'S COMPENSATION	0.00		0.00		900.00	900.00
210 OPERATING SUPPLIES	10.00	0.14	10.00	0.14	500.00	490.00
212 MOTOR FUELS	0.00		0.00		500.00	500.00
214 UNIFORMS	0.00		0.00		50.00	50.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		500.00	500.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		2,000.00	2,000.00
301 AUDITING/ACCOUNTING	0.00		0.00		980.00	980.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		100.00	100.00
343 OTHER ADVERTISING	0.00		0.00		100.00	100.00
360 INSURANCE	0.00		0.00		600.00	600.00
370 MAINTENANCE/SUPPORT FEES	316.20	4.40	316.20	4.40	1,560.00	1,243.80
380 UTILITY SERVICES	0.00		0.00		3,000.00	3,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		8,000.00	8,000.00
440 PROFESSIONAL SERVICES	285.00	3.96	285.00	3.96	400.00	115.00
444 OTHER CONTRACTUAL SERVICES	5,480.00	76.21	5,480.00	76.21	24,000.00	18,520.00
Account Total	7,190.59	100.00	7,190.59	100.00	58,072.00	50,881.41
Total Department	7,190.59	100.00	7,190.59	100.00	58,072.00	50,881.41
Total Expenses	7,190.59	100.00	7,190.59	100.00	58,072.00	50,881.41
Net Income(Loss)	-7,190.59	-100.00	-7,190.59	-100.00		

875 Community Policing Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Police						
3621 INTEREST EARNED	0.00		0.00		200.00	-200.00
Total Department					200.00	-200.00
Total Revenue	0.00	100.00	0.00	100.00	200.00	-200.00
Expenses						
Police						
Police						
150 WORKER'S COMPENSATION	0.00		0.00		300.00	300.00
210 OPERATING SUPPLIES	0.00		0.00		3,500.00	3,500.00
214 UNIFORMS	24.48	100.00	24.48	100.00	0.00	-24.48
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		1,000.00	1,000.00
Account Total	24.48	100.00	24.48	100.00	4,800.00	4,775.52
Total Department	24.48	100.00	24.48	100.00	4,800.00	4,775.52
Total Expenses	24.48	100.00	24.48	100.00	4,800.00	4,775.52
Net Income(Loss)	-24.48	-100.00	-24.48	-100.00		

Dodge County Presidential Nomination Primary Election (03/03/20)
Voter Turnout

Precinct	Ballots Cast (Election Day & Absentee)	Registered Voters (At 7 am)	New Registered Voters (at the Polling Place)	Absentee Voters	Absentee Voters - Newly Registered	UOCAVA Voters #	Total Voters *	Voter Turnout ^
Ashland Township	21	213	0	1	0	0	213	9.86%
Canisteo Township	69	429	2	5	0	0	431	16.01%
Claremont	27	234	2	2	0	0	236	11.44%
Claremont Township	38	267	2	3	0	0	269	14.13%
Concord Township	70	357	1	4	0	0	358	19.55%
Dodge Center North	146	1100	10	14	1	0	1111	13.14%
Dodge Center South	41	304	4	2	0	0	308	13.31%
Ellington Township	25	150	2	2	0	1	153	16.34%
Hayfield	138	706	13	1	1	0	720	19.17%
Hayfield Township	47	316	2	0	0	0	318	14.78%
Kasson North	47	306	1	2	0	0	307	15.31%
Kasson Central	387	2689	26	24	0	1	2716	14.25%
Kasson South	88	738	5	12	0	1	744	11.83%
Mantorville	128	725	6	9	0	0	731	17.51%
Mantorville Township	194	1259	4	18	0	0	1263	15.36%
Milton Township	83	485	0	1	0	0	485	17.11%
Ripley Township	13	109	0	0	0	0	109	11.93%
Vernon Township	59	425	0	3	1	0	426	13.85%
Wasioja Township	64	539	1	1	1	0	541	11.83%
West Concord	65	442	4	2	0	0	446	14.57%
Westfield Township	35	275	1	3	0	0	276	12.68%
	1785	12068	86	109	4	3	12161	14.68%

*Total Voters = Registered Voters + New Registered Voters + Absentee Voters-Newly Registeted

^Voter Turnout = Ballots Cast divided by Total Voters

This is the military and overseas voters