



Council Workshop Agenda

**Monday, August 3, 2014
City Council Chambers**

Immediately Following Regular Meeting

NOTE: City Council Regular Meeting at 7:00 p.m.

- 1. Call to Order**
- 2. 2016 Budget Overview (presentation)**
- 3. Review of Preliminary 2016 Budget (attached)**
- 4. Unfunded Items (general discussion)**
 - Economic Development (memo attached)
 - Arena
 - Lobbying
 - Park Improvements (depot, splash pad, etc.)
 - Capital Improvements (pavement management, PW cold storage, general C/O)
 - Social Media/Website
 - Main Avenue NE Electronic Sign
- 5. Adjournment**



**2016 PRELIMINARY BUDGET SUMMARY COMPARISON
GENERAL FUND**

General Fund Revenue:		2015 Budget	2016 Budget	Difference 15 to 16 \$	Difference 15 to 16 %
31010	Current Ad Valorem Taxes	1,683,019	1,807,645	\$124,626	7.40%
32100	Business Licenses & Permits	22,000	27,000	\$5,000	22.73%
32110	Liquor Licenses	29,150	29,500	\$350	1.20%
32120	3.2 Liquor Licenses	150	75	-\$75	-50.00%
32150	Sign Permits	1,500	1,200	-\$300	-20.00%
32210	Building Permits	75,000	79,000	\$4,000	5.33%
32240	Animal Licenses	500	600	\$100	20.00%
33401	LGA Revenue expected	87,000	90,462	\$3,462	3.98%
33405	Police Aid	28,000	30,000	\$2,000	7.14%
33406	Fire Aid	43,000	43,000	\$0	0.00%
33422	Other State Aid Grants	9,500	10,000	\$500	5.26%
34000	Charges for Services	2,000	2,000	\$0	0.00%
34005	Engineering As Built Fee	2,000	3,000	\$1,000	50.00%
34101	Leases - City Property		1,440	\$1,440	100.00%
34103	Zoning & Subdivision Fees	1,500	2,000	\$500	33.33%
34104	Plan Check Fee	32,000	38,000	\$6,000	18.75%
34107	Title Searches	1,500	2,000	\$500	33.33%
34113	Franchise Fee - Cable	67,500	72,000	\$4,500	6.67%
34202	Fire Protection Contract Charges	225,710	253,304	\$27,594	12.23%
34780	Rental Fees	10,000	10,000	\$0	0.00%
34950	Other Revenues	10,500	8,000	-\$2,500	-23.81%
34110	Arena	11,964	12,323	\$359	3.00%
34112	Electric Franchise Fee	115,000	115,000	\$0	0.00%
36210	Interest Earnings	25,000	25,000	\$0	0.00%
102	Capital Levy	864,160	887,465	\$23,305	2.70%
	Total Revenues	3,347,653	3,550,013	\$202,360	6.04%

General Fund Department Expenditures:		2015 Budget	2016 Budget	Difference 15 to 16 \$	Difference 15 to 16 %
41000	General Government	30,000	30,000	\$0	0.00%
41100	Council	38,419	40,059	\$1,640	4.27%
41300	Combined Administrator/Engineer	87,645	89,064	\$1,419	1.62%
41400	City Clerk	97,380	97,541	\$161	0.17%
41440	Elections	15,500	15,500	\$0	0.00%
41500	Finance	107,103	110,734	\$3,631	3.39%
41550	City Assessor	29,000	29,870	\$870	3.00%
41600	City Attorney	40,000	40,000	\$0	0.00%
41700	City Engineer	20,000	20,000	\$0	0.00%
41800	Economic Development	5,000	5,000	\$0	0.00%
41910	Planning & Zoning	38,507	41,507	\$3,000	7.79%
41940	City Hall	117,468	131,696	\$14,228	12.11%
42000	Fire Department	429,433	442,808	\$13,376	3.11%
42110	Police	613,020	684,750	\$71,730	11.70%
42400	Building Inspection	154,468	161,191	\$6,723	4.35%
42700	Animal Control	4,080	5,000	\$920	22.55%
43100	Public Works - Streets	268,064	299,648	\$31,583	11.78%
45000	Culture & Recreation	67,910	69,809	\$1,899	2.80%
45100	Parks & Recreation	239,495	267,372	\$27,878	11.64%
43160	Electric street lights	81,000	81,000	\$0	0.00%
102	Capital 102	864,161	887,465	\$23,304	2.70%
	Total Expenditures	3,347,653	3,550,013	202,360	6.04%

Levy	2015	2016	Difference 15 to 16 %
General Fund & EDA	1,683,019	1,807,645	7.40%
Capital Levy	864,160	887,465	2.70%
Total Tax Levy (Oper. Levy)	2,547,179	2,695,110	5.81%
357 GO Improvement Bond 03	275,948	273,743	
354 Bonds 03 PF Lease Rev	80,800	78,721	
359 City Hall 05	262,452	266,085	
360 Go Imp 2012A CSAH 19	26,157	26,157	
358 PW Facility 04	103,449	100,824	
361 Go Imp 2012A Lach	31,600	31,600	
362 Go Imp 2012A Ind Park	109,561	84,561	
468 I-94	60,000	60,000	
Total Debt Service Levy	949,967	921,691 Debt Levy	-2.98%
Total Levy	3,497,146	3,616,801 Total Levy	3.42%

Option	Annual Levy	Payable 2015	Payable 2016	Increase	Value
					\$150,000
Current	Levy	\$3,497,146	\$3,616,801	\$119,655	\$200,000
		0.5140	0.5315		\$300,000
GF Levy		\$2,547,179	\$2,695,110	\$147,931	
		0.3743	0.3961		
Debt Levy		\$949,967	\$921,691	-\$28,276	
		0.1396	0.1355		
Based on 2012 taxes payable and tax capacity					
Total Levy	impact on \$150,000 home	\$771	\$797	\$26	3.42%
	Impact on \$200,000 home	\$1,028	\$1,063	\$35	3.42%
	Impact on \$300,000 home	\$1,542	\$1,595	\$53	3.42%

Based on 2012 taxes payable and tax capacity Albertville Portion

Total Levy	impact on Htl	\$21,476	\$22,211	\$735	3.42%
	impact on PC	\$4,853	\$5,019	\$166	3.42%
	impact on BP	\$6,937	\$7,175	\$237	3.42%
	impact on SL	\$18,658	\$19,296	\$638	3.42%
	impact on Clvr	\$10,212	\$10,562	\$349	3.42%
	Impact on DB	\$8,626	\$8,921	\$295	3.42%
	Impact on JLC	\$8,927	\$9,233	\$305	3.42%
	impact on AAB	\$1,260	\$1,303	\$43	3.42%
	impact on VC	\$5,855	\$6,055	\$200	3.42%
	impact on 152	\$3,335	\$3,449	\$114	3.42%
	impact on SM	\$3,329	\$3,443	\$114	3.42%
	Golf Course	\$6,812	\$7,046	\$233	3.42%

Increase in taxes for \$200,000 home

\$25,000	\$7
\$50,000	\$15
\$75,000	\$22
\$100,000	\$29
\$200,000	\$59

Code	Description	2013 Actual 12/31/13	2014 Actual 12/31/14	2015 Budget	2015 Actual 7/10/15	2016 Budget	2015-2016 \$ Change
GENERAL FUND							
101-00000- 31010	Tax Levy	2,415,262.37	2,372,979.34	1,683,019.00	859,549.89	1,807,645.00	124,626.00
102	Capital Levy	714.27	209.00	864,161.00	432,080.50	887,465.33	23,304.33
101-00000- 32100	Business Licenses & Permits	34,234.55	30,530.00	22,000.00	16,901.00	27,000.00	5,000.00
101-00000- 32110	Liquor Licenses	29,535.00	29,207.00	29,150.00	29,879.13	29,500.00	350.00
101-00000- 32120	3.2 Liquor Licenses	190.00	30.00	150.00	10.00	75.00	(75.00)
101-00000- 32150	Sign Permits	2,117.50	1,260.00	1,500.00	668.75	1,200.00	(300.00)
101-00000- 32210	Building Permits	58,467.25	105,716.13	75,000.00	73,656.19	79,000.00	4,000.00
101-00000- 32240	Animal Licenses	428.74	840.00	500.00	615.34	600.00	100.00
101-00000- 33401	Local Government Aid	-	79,651.00	87,000.00	-	90,462.00	3,462.00
101-00000- 33405	Police Aid	27,260.27	31,602.66	28,000.00	-	30,000.00	2,000.00
101-00000- 33406	Fire Aid	41,498.29	37,795.07	43,000.00	-	43,000.00	-
101-00000- 33422	Other State Aid Grants	9,565.50	10,409.00	9,500.00	5,362.50	10,000.00	500.00
101-00000- 34000	Charges for Services	1,596.41	6,552.82	2,000.00	1,230.60	2,000.00	-
101-00000- 34005	Engineering As Built Fee	1,800.00	3,600.00	2,000.00	1,500.00	3,000.00	1,000.00
101-00000- 34101	Lease Payments - City Property	3,589.20	1,440.00	-	1,080.00	1,440.00	1,440.00
101-00000- 34103	Zoning & Subdivision Fees	700.00	1,200.00	1,500.00	2,500.00	2,000.00	500.00
101-00000- 34104	Plan Check Fee	29,104.90	51,836.54	32,000.00	36,573.75	38,000.00	6,000.00
101-00000- 34107	Title Searches	1,140.00	3,325.00	1,500.00	2,880.00	2,000.00	500.00
101-00000- 34113	Franchise Fee - Cable	67,287.44	72,768.12	67,500.00	37,403.02	72,000.00	4,500.00
101-00000- 34202	Fire Protection Contract Charges	116,582.20	160,533.00	225,710.00	80,266.50	253,304.00	27,594.00
101-00000- 34780	Rental Fees	10,791.09	10,569.98	10,000.00	4,931.08	10,000.00	-
101-00000- 34950	Other Revenues	84,266.96	30,222.33	10,500.00	9,068.37	8,000.00	(2,500.00)
101-00000- 34110	Arena	11,124.00	11,686.00	11,964.23	6,979.00	12,323.16	358.93
101-00000- 34112	Electric Franchise Fees		115,262.19	115,000.00	34,961.99	115,000.00	-
101-00000- 36210	Interest Earnings	19,574.10	53,187.50	25,000.00	-	25,000.00	-
GENERAL FUND TOTAL:		\$2,947,255.94	\$3,169,225.18	\$3,322,654.23	\$1,638,097.61	\$3,550,014.49	227,360.26

vepros, rental, misc lic peddlers

Admin			2013	2014	2015	2015	2016	2015-2016
FUND 101	Acct		Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change
DEPT 41000 P General Government								
101-41000	300	Professional Services	38,055.35	18,885.65	30,000.00	6,065.80	30,000.00	0.00
DEPT 41100 Council								
101-41100-	100	Wages & Salaries	19,200.00	19,200.00	19,200.00	9,600.00	19,200.00	0.00
101-41100-	122	FICA	1,468.80	1,468.80	1,468.80	734.40	1,468.80	0.00
101-41100-	208	Training & Instruction	349.00	545.00	500.00	365.00	500.00	0.00
101-41100-	331	Travel Expenses	3,013.92	0.00	500.00	0.00	500.00	0.00
101-41100-	351	Legal Notices	3,167.68	3,582.94	3,000.00	2,104.86	3,500.00	500.00
101-41100-	370	Mayors Contingency Fund	0.00	0.00	500.00	0.00	500.00	0.00
101-41100-	399	Miscellaneous	2,915.65	45.79	250.00	0.00	250.00	0.00
101-41100-	433	Dues and Subscriptions	5,964.30	13,931.00	13,000.00	5,969.40	14,140.00	1,140.00
Total Council			36,079.35	38,773.53	38,418.80	18,773.66	40,058.80	1,640.00
DEPT 41300 City Administrator								
101-41300-	101	Full Time Employees	79,197.84	59,402.79	55,289.00	23,265.31	56,500.00	1,211.00
101-41300-	121	PERA	5,708.39	5,470.51	4,146.68	2,075.91	4,237.50	90.82
101-41300-	122	FICA	5,699.40	5,436.17	4,229.61	1,997.48	4,322.25	92.64
101-41300-	127	HCSA	787.35	1,416.08	1,105.78	553.59	1,130.00	24.22
101-41300-	131	Employer Health/Dental/Life In	8,065.52	4,886.17	8,274.00	2,846.97	6,274.00	(2,000.00)
101-41300-	200	Office Supplies	42.79	31.81	100.00	0.00	100.00	0.00
101-41300-	208	Training & Instruction	1,933.89	2,151.41	5,000.00	737.71	5,000.00	0.00
101-41300-	321	Telephone/Nextel	541.35	839.12	1,000.00	319.10	1,000.00	0.00
101-41300-	331	Travel Expenses	4,679.11	4,935.55	3,000.00	1,322.32	5,000.00	2,000.00
101-41300-	361	General Liability	752.48	417.42	0.00	0.00	0.00	0.00
101-41300-	335	Education	0.00	134.50	2,000.00	0.00	2,000.00	0.00
101-41300-	399	Miscellaneous	134.32	253.58	500.00	0.00	500.00	0.00
101-41300-	433	Dues and Subscriptions	769.25	852.20	3,000.00	1,031.60	3,000.00	0.00
Total Administrator			108,311.69	86,227.31	87,645.06	34,149.99	89,063.75	1,418.69
DEPT 41400 City Clerk/UB Clerk								
101-41400-	101	Full Time Employees	54,280.65	51,302.18	40,047.00	20,655.03	42,070.00	2,023.00
101-41400-	102	Overtime	1,120.29	1,262.88	1,000.00	732.20	1,000.00	0.00
101-41400-	103	Part Time	0.00	2,253.75	0.00	0.00	0.00	0.00
101-41400-	121	PERA	4,016.61	3,948.16	3,078.53	1,588.48	3,230.25	151.73
101-41400-	122	FICA	4,149.19	3,923.96	3,140.10	1,518.94	3,294.86	154.76
101-41400-	127	HCSA	554.05	959.46	820.94	423.61	861.40	40.46
101-41400-	131	Employer Health/Dental/Life In	6,191.85	6,366.67	5,105.00	2,263.18	5,105.00	0.00
101-41400-	200	Office Supplies	6,025.92	6,814.24	6,500.00	3,403.40	6,500.00	0.00
101-41400-	208	Training & Instruction	103.58	315.00	1,500.00	251.61	1,500.00	0.00
101-41400-	300	Professional Services	4,504.45	12,894.11	15,500.00	6,868.57	15,500.00	0.00
101-41400-	322	Postage	(165.14)	545.05	3,000.00	0.00	3,000.00	0.00
101-41400-	323	Nextel Radio Units	286.91	780.45	480.00	209.94	800.00	320.00 hot spot
101-41400-	331	Travel Expenses	217.03	125.47	500.00	134.00	500.00	0.00
101-41400-	335	Education	195.00	0.00	1,500.00	0.00	1,500.00	0.00
101-41400-	361	General Liability	10,536.07	5,843.81	0.00	0.00	0.00	0.00
101-41400-	399	Misc	17.80	413.90	250.00	4.26	250.00	0.00
101-41400-	413	Office Rental Equipment	9,540.50	9,280.16	14,708.40	5,100.32	12,179.24	(2,529.16)
101-41400-	433	Dues and Subscriptions	295.50	244.00	250.00	190.00	250.00	0.00
Total Clerk			101,870.26	107,273.25	97,379.96	43,343.54	97,540.75	160.78
DEPT 41410 Elections								
101-41410-	300	Professional Services	566.64	18,928.95	15,500.00	0.00	15,500.00	0.00

Admin		Acct	2013	2014	2015	2015	2016	2015-2016	
FUND 101			Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change	
DEPT 41500	Finance								
101-41500-	101	Full Time Employees	113,042.17	107,280.29	49,450.00	23,675.08	51,720.00	2,270.00	
101-41500-	103	Part Time	17,361.86	14,657.86	7,600.00	3,498.15	7,800.00	200.00	
101-41500-	121	PERA	9,009.98	8,786.51	4,278.75	2,037.77	4,464.00	185.25	
101-41500-	122	FICA	8,806.48	8,488.97	4,364.33	1,916.57	4,553.28	188.96	
101-41500-	127	HCSA	1,080.79	1,968.89	1,141.00	473.48	1,190.40	49.40	
101-41500-	131	Employer Health/Dental/Life In	22,864.80	15,535.51	11,539.00	4,463.00	11,539.00	0.00	
101-41500-	207	Computer Supplies/software	450.00	8,390.03	6,200.00	3,150.56	6,200.00	0.00	plan (2-3) PC's plus server software annual renewal
101-41500-	208	Training & Instruction	873.90	679.70	2,000.00	410.07	2,000.00	0.00	
101-41500-	300	Professional Services	5,320.68	4,119.78	5,000.00	391.43	5,000.00	0.00	GASB, 5 yr plan, Budget award, CAFR
101-41400-	301	Auditing & Acct' Services	9,960.68	8,396.48	11,230.00	8,628.35	11,566.90	336.90	
101-41500-	323	Nextel Radio Units	783.07	775.57	800.00	314.63	1,000.00	200.00	
101-41500-	331	Travel Expenses	2,601.95	1,094.95	1,000.00	330.50	1,000.00	0.00	
101-41500-	335	Education	254.00	594.00	2,000.00	0.00	2,000.00	0.00	
101-41500-	433	Dues and Subscriptions	220.00	560.59	500.00	315.00	700.00	200.00	
		Total Finance	192,630.36	181,329.13	107,103.08	49,604.59	110,733.58	3,630.50	
DEPT 41550	Assessor								
101-41550-	300	Professional Services	28,194.50	28,491.00	29,000.00	28,825.50	29,870.00	870.00	
DEPT 41600	Legal								
101-41600-	304	Legal Fees	27,899.50	24,547.50	40,000.00	7,880.00	40,000.00	0.00	
DEPT 41700	Engineering								
101-41700-	303	Engineering Fees	8,838.00	4,752.55	20,000.00	5,163.00	20,000.00	0.00	
Dept 41800 EDA									
101-41800	511	Property Tax	4,817.28	57,259.52	5,000.00	2,731.00	5,000.00	0.00	
DEPT 41910	Planning & Zoning								
101-41910-	100	Wages & Salaries	680.00	600.00	1,400.00	640.00	1,400.00	0.00	
101-41910-	122	FICA	52.02	45.90	107.10	48.96	107.10	0.00	
101-41910-	200	Office Supplies	1,972.39	0.00	0.00	0.00	0.00	0.00	
101-41910-	208	Training & Instruction	0.00	0.00	0.00	0.00	0.00	0.00	
101-41910-	306	Planning Fees	54,966.32	58,777.08	37,000.00	19,385.50	40,000.00	3,000.00	
		Total Planning	57,670.73	59,422.98	38,507.10	20,074.46	41,507.10	3,000.00	
DEPT 41940	City Hall								
101-41940-	151	Workers Comp Ins	0.00	1,171.04	4,053.00	1,867.80	4,458.30	405.30	
101-41940-	210	Operating Supplies	1,355.66	1,988.77	1,000.00	178.44	1,500.00	500.00	
101-41940-	321	Telephone/internet	15,453.96	17,684.15	18,817.00	13,478.56	19,381.51	564.51	
101-41940-	361	General Liability	77,407.57	52,835.31	16,818.00	250.00	17,995.26	1,177.26	
101-41940-	381	Electric Utilities	22,848.82	21,677.01	23,175.00	7,714.35	25,956.00	2,781.00	pd with elec franchise
101-41940-	383	Gas Utilities	8,359.73	11,058.64	10,000.00	5,505.52	11,000.00	1,000.00	
101-41940-	384	Refuse/Garbage Disposal	0.00	0.00	0.00	0.00	0.00	0.00	
101-41940-	399	Miscellaneous	1,922.04	91.24	2,000.00	1,099.35	2,500.00	500.00	
101-41940-	404	Repair/Maint Machinery/Equip	13,743.38	13,924.37	10,605.00	1,246.49	10,605.00	0.00	
101-41940-	405	Repair/Maint Buildings	26,923.17	34,743.08	31,000.00	19,585.02	38,300.00	7,300.00	added annual maint agree for HVAC
		Total City Hall	168,014.33	155,173.61	117,468.00	50,925.53	131,696.07	14,228.07	
DEPT 42110	Police								
101-42110-	307	Police Contract Fees	529,980.00	547,500.00	613,020.00	282,510.00	684,750.00	71,730.00	
DEPT 42700	Animal Control								
101-42700	309	Animal Control Contract	3,046.77	5,859.09	4,080.00	540.00	5,000.00	920.00	

Admin

Admin		Acct	2013	2014	2015	2015	2016	2015-2016
FUND 101			Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change
DEPT 42400	Building Dept							
101-42400-	101	Full Time Employees	20,778.51	20,265.79	28,966.73	15,770.32	36,208.42	7,241.69
101-42400-	103	Part Time Employees	28.00	2,218.79	3,800.00	1,618.17	3,900.00	100.00
101-42400-	121	PERA	1,508.52	1,619.21	2,457.50	1,142.47	3,008.13	550.63
101-42400-	122	FICA	1,447.63	1,568.46	2,506.65	1,243.64	3,068.29	561.64
101-42400-	127	HCSA	208.09	369.61	655.33	269.92	802.17	146.83
101-42400	302	Contracted Bldg Offical	95,732.27	95,300.04	97,868.00	49,169.78	99,714.00	1,846.00 changed to 302 2014
101-42400-	130	Employer Health/Dental/Life In	5,875.04	5,449.36	10,364.16	3,654.03	10,640.00	275.84
101-42400-	200	Office Supplies	273.08	0.00	500.00	147.45	500.00	0.00
101-42400-	203	Printed Forms	212.68	258.00	350.00	139.00	350.00	0.00
101-42400-	208	Training & Instruction	0.00	0.00	500.00	0.00	500.00	0.00
101-42400-	300	Professional Services	4,777.50	1,562.02	1,500.00	159.82	1,500.00	0.00
101-42400-	303	Engineer	350.00	0.00	1,000.00	0.00	0.00	(1,000.00)
101-42400-	304	Legal	0.00	0.00	1,000.00	0.00	0.00	(1,000.00)
101-42400-	306	Planning	3,698.94	0.00	1,000.00	0.00	0.00	(1,000.00)
101-42400-	313	Engineer Plan Check	0.00	0.00	1,000.00	0.00	0.00	(1,000.00)
101-42400-	331	Travel Expenses	220.00	24.36	250.00	0.00	250.00	0.00
101-42400-	335	Education	0.00	0.00	500.00	0.00	500.00	0.00
101-42400-	399	Miscellaneous	47.45	234.65	100.00	0.00	100.00	0.00
101-42400-	433	Dues and Subscriptions	0.00	0.00	150.00	0.00	150.00	0.00
101-42400-	435	Books & Phamphlets	0.00	0.00	0.00	0.00	0.00	0.00
101-42400-	446	R/M Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
Total Building Dept			135,157.71	128,870.29	154,468.38	73,314.60	161,191.01	6,722.63

DEPT 42000 Fire

			2013	2014	2015	2015	2016	2015-2016	Comments
			Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change	
101-42000- 100	Wages & Salaries		13,540.84	13,811.76	14,088.09	5,417.91	14,369.85	281.76	
101-42000- 101	Wages City Staff		4,138.19	8,668.12	30,831.48	11,281.04	32,410.00	1,578.52	
101-42000- 101	Fire Chief				85,250.00	35,488.04	88,046.51	2,796.51	
101-42000- 106	Wages - Fire Calls		29,315.00	35,373.49	34,489.26	16,682.15	35,179.05	689.79	
101-42000- 107	Fire/Medical Training		16,797.14	16,875.79	15,300.00	13,144.91	15,606.00	306.00	
101-42000- 111	Fire Code Official/Fire admin		12,128.11	13,119.14	10,200.00	3,359.69	10,200.00	0.00	what is not spend transfers to Capital
101-42000- 121	PERA		285.28	622.46	2,312.36	662.20	2,430.75	118.39	
101-42000- 121	Fire Chief PERA				13,810.50	3,721.63	14,263.53	453.03	
101-42000- 122	FICA		4,753.55	6,106.66	8,025.53	3,351.64	8,244.01	218.49	
101-42000- 122	Medicare Only Fire Chief				1,236.13	302.02	1,276.67	40.55	
101-42000- 124	Fire Pension Contribution		59,635.59	61,165.18	58,000.00	0.00	58,000.00	0.00	
101-42000- 127	HCSA		39.38	159.71	2,321.63	710.86	2,409.13	87.50	
101-42000- 150	Workers Comp		0.00	11,206.35	19,759.00	14,568.84	21,734.90	1,975.90	
101-42000- 151	Insurance full time		0.00	2,544.52	17,706.65	2,542.84	17,706.65	0.00	
101-42000- 200	Office Supplies		869.94	2,810.87	3,000.00	1,699.58	3,500.00	500.00	
101-42000- 208	Training & Instruction		3,000.00	2,255.00	4,500.00	800.00	4,500.00	0.00	
101-42000- 212	Motor Fuels		3,156.83	5,801.60	5,300.00	1,217.35	6,000.00	700.00	
101-42000- 230	Medical Supplies		685.06	932.80	1,500.00	907.46	1,500.00	0.00	
101-42000- 301	Auditing & Acct'g Services		20,204.66	15,146.46	18,230.00	16,350.16	18,776.90	546.90	Annual Audit and Fire Relief Audit, plus 990's for fire relief and pmts
101-42000- 305	Physicals		7,746.00	7,721.00	8,200.00	3,436.00	8,200.00	0.00	
101-42000- 310	Professional Services		2,378.35	2,728.19	2,500.00	1,701.83	2,500.00	0.00	
101-42000- 312	First Responder Training		2,373.17	1,437.00	5,000.00	1,252.58	5,000.00	0.00	
101-42000- 314	Meals		173.18	331.41	500.00	23.59	500.00	0.00	
101-42000- 321	Telephone		3,304.82	3,082.84	3,500.00	2,147.38	3,500.00	0.00	
101-42000- 331	Travel Expenses		895.07	499.61	2,000.00	0.00	2,000.00	0.00	
101-42000- 335	Education			148.50	0.00	120.22	500.00	500.00	
101-42000- 351	Legal Publications		0.00	0.00	250.00	0.00	250.00	0.00	
101-42000- 352	General Publications, Pub Info		175.00	0.00	250.00	0.00	250.00	0.00	
101-42000- 361	General Liability Ins		9,030.91	5,008.98	11,822.00	0.00	13,004.20	1,182.20	
101-42000- 381	Electric Utilities		4,570.59	4,796.61	5,000.00	1,916.47	5,500.00	500.00	
101-42000- 383	Gas Utilities		4,171.32	4,856.51	4,500.00	2,430.26	4,950.00	450.00	
101-42000- 384	Refuse/Garbage Disposal		0.00	0.00	0.00	0.00	0.00	0.00	
101-42000- 404	Repair/Maint Machinery/Equip		18,029.03	14,706.30	25,000.00	9,484.00	25,000.00	0.00	
101-42000- 405	Repair/Maint Buildings		6,637.72	6,516.81	6,000.00	2,693.50	6,000.00	0.00	
101-42000- 412	Admin Fees		42,666.37	44,673.11	0.00			0.00	
101-42000- 417	Uniform Rentals		580.08	3,146.21	550.00	744.56	1,000.00	450.00	
101-42000- 420	Training & Maintenance 800 MHZ		2,175.00	2,175.00	6,500.00	2,175.00	6,500.00	0.00	
101-42000- 433	Dues and Subscriptions		2,623.59	1,089.95	2,000.00	1,183.00	2,000.00	0.00	

Total FD Operating Exp 276,079.77 299,517.94 429,432.62 161,516.71 **442,808.16** 13,375.54

Total FD Operating & Captial Exp

Total F 663,808.16

DEPT 43100 Public Works

			2013	2014	2015	2015	2016	2015-2016	
			Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change	
101-43100-	101	Full Time Employees	91,318.27	89,800.58	101,165.00	44,561.54	114,702.26	13,537.26	50% pw Emp step 3
101-43100-	102	Overtime	1,900.74	5,648.81	2,000.00	1,164.30	6,000.00	4,000.00	
101-43100-	104	Temporary Employee	20,645.17	17,966.68	15,000.00	14,554.57	15,000.00	0.00	
101-43100-	121	PERA	8,053.05	7,823.54	8,862.38	4,157.96	10,177.67	1,315.29	
101-43100-	122	FICA	8,141.29	7,638.40	9,039.62	4,026.69	10,381.22	1,341.60	
101-43100-	127	hcsa	930.12	1,720.33	2,063.30	911.30	2,414.05	350.75	
101-43100-	130	Employer Health/Der	16,785.04	16,250.92	28,100.00	8,084.33	28,100.00	0.00	
101-43100-	151	Workers Comp Insur	0.00	12,036.45	17,226.00	12,701.04	18,948.60	1,722.60	
101-43100-	208	Training & Instructor	70.00	406.07	500.00	389.76	500.00	0.00	
101-43100-	212	Motor Fuels	20,344.80	21,809.75	18,025.00	5,036.83	20,000.00	1,975.00	
101-43100-	215	Shop Supplies	4,168.45	3,777.18	4,125.00	1,845.14	4,375.00	250.00	\$750 safety glasses
101-43100-	221	Ice Removal	8,496.32	8,979.13	8,500.00	6,541.73	8,500.00	0.00	
101-43100-	227	Street Sweeping	5,346.00	5,920.00	4,000.00	3,718.50	5,500.00	1,500.00	
101-43100-	321	Telephone	1,150.79	1,317.89	1,200.00	938.41	1,350.00	150.00	
101-43100-	323	Nextel Radio Units	482.00	815.46	800.00	527.32	800.00	0.00	
101-43100-	329	Civil Defense Siren	0.00	0.00	1,000.00	0.00	1,000.00	0.00	
101-43100-	331	Travel Expenses	0.00	0.00	150.00	0.00	150.00	0.00	
101-43100-	335	Education	0.00	0.00	500.00	0.00	500.00	0.00	
101-43100-	361	General Liability Ins	3,795.42	1,669.66	5,408.00	0.00	5,948.80	540.80	
101-43100-	381	Electric Utilities	5,599.97	5,377.19	7,000.00	1,884.02	7,700.00	700.00	
101-43100-	383	Gas Utilities	6,278.84	7,889.69	6,500.00	3,537.20	7,150.00	650.00	
101-43100-	384	Refuse/Garbage Disj	1,116.37	1,052.76	1,100.00	514.64	1,200.00	100.00	
101-43100-	400	Repair/Maint. Paved	13,462.70	10,351.50	10,500.00	10,116.86	10,500.00	0.00	
101-43100-	401	Repair/Maint. Unpav	10,790.28	63.00	500.00	0.00	500.00	0.00	
101-43100-	404	Repair/Maint. Machir	11,451.52	13,566.74	9,000.00	3,095.14	12,000.00	3,000.00	
101-43100-	405	Repair/Maint. Buildin	4,798.53	3,439.27	3,000.00	2,635.59	3,000.00	0.00	
101-43100-	410	Rentals	0.00	0.00	1,000.00	0.00	1,000.00	0.00	
101-43100-	417	Uniform Rentals	1,231.83	1,110.91	1,300.00	1,122.70	1,750.00	450.00	boots \$150 each
101-43100-	433	Dues and Subscripti	77.00	202.05	500.00	388.00	500.00	0.00	
Total PW			246,434.50	246,633.96	268,064.30	132,453.57	299,647.60	31,583.30	

DEPT 45000 Culture and Recreation			2013	2014	2015	2015	2016	2015-2016	
			Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change	
101-45000-	103	Employee - committee	450.00	775.00	800.00	475.00	800.00	0.00	
101-45000-	122	FICA	34.39	59.23	61.20	36.31	61.20	0.00	
101-45000-	596	Friendly City Days	5,250.00	4,250.00	4,250.00	4,250.00	4,250.00	0.00	Donation to FCD
101-45000	598	Transportation			7,000.00	0.00	7,000.00	0.00	
101-45000-	598	Pledges & Contrib.	48,147.89	48,643.84	55,799.00	35,836.77	57,698.00	1,899.00	SC 23,577 LB 10,722 FYCC 22,500 Inter 1100
Total Culture & Recreation			53,882.28	53,728.07	67,910.20	40,598.08	69,809.20	1,899.00	

DEPT 45100 Parks			2013	2014	2015	2015	2016	2015-2016	
			Actual 12/31/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ change	
101-45100-	101	Full-Time Employees	89,364.06	88,256.51	101,164.90	44,521.36	114,702.26	13,537.36	
101-45100-	102	Full-Time Employees OT		5,342.63	1,000.00	895.02	6,000.00	5,000.00	
101-45100-	104	Temporary Employees	20,186.58	30,949.91	25,000.00	9,533.70	25,000.00	0.00	
101-45100-	121	PERA	6,834.92	7,939.69	9,537.37	3,645.42	10,927.67	1,390.30	
101-45100-	122	FICA	\$7,793.72	\$9,009.17	\$9,728.11	\$3,964.31	\$11,146.22	1,418.11	
101-45100-	127	HCSA	\$910.82	\$1,692.93	\$2,043.30	\$910.44	\$2,414.05	370.75	
101-45100-	130	Employer Health/Dental/Life Insu	16,773.89	17,311.99	28,058.90	8,159.74	28,058.90	0.00	
101-45100-	151	Worker's Comp Insurance Prem	0.00	4,150.50	3,040.00	1,867.80	3,344.00	304.00	
101-45100-	208	Training and Instruction	1,077.74	1,193.75	1,000.00	277.50	1,100.00	100.00	
101-45100-	210	Operating Supplies (General)	9,693.48	14,798.17	13,000.00	4,832.48	13,000.00	0.00	
101-45100-	212	Motor Fuels	1,122.71	4,116.04	3,605.00	396.98	4,000.00	395.00	
101-45100-	321	Telephone	351.64	331.95	450.00	215.00	400.00	(50.00)	
101-45100-	323	Nextel Radio Units	471.23	815.46	700.00	376.97	700.00	0.00	
101-45100-	331	Travel Expenses	16.20	0.00	200.00	0.00	200.00	0.00	
101-45100-	361	General Liability Ins	12,891.32	5,843.81	16,857.00	0.00	18,542.70	1,685.70	
101-45100-	381	Electric Utilities	6,879.80	6,729.74	7,210.00	2,871.02	7,426.30	216.30	pd with elec franchise
101-45100-	383	Gas Utilities	1,274.54	1,786.87	2,000.00	577.76	2,060.00	60.00	
101-45100-	384	Refuse/Garbage Disposal	971.91	1,506.61	1,100.00	706.28	1,500.00	400.00	
101-45100-	404	Repairs/Maint Machinery/Equip	7,431.85	7,362.31	5,000.00	2,227.44	7,500.00	2,500.00	
101-45100-	405	Repairs/Maint Buildings	645.79	551.61	2,000.00	687.10	2,000.00	0.00	
101-45100-	415	Other Equipment Rentals	4,356.59	4,359.36	5,500.00	1,432.50	5,500.00	0.00	
101-45100-	417	Uniform Rentals	1,060.03	1,232.33	1,200.00	824.76	1,750.00	550.00	boots \$150 each
101-45100-	433	Dues & Subscriptions	11.00	11.00	100.00	11.00	100.00	0.00	
Total Parks			190,119.82	215,292.34	239,494.58	88,934.58	267,372.10	27,877.52	

102 Capital Reserves

			2013	2014	2015	2015	2016	2015-2016
			Actual 7/30/13	Actual 12/31/14	Budget	Actual 7/10/15	Budget	\$ Change
DEPT 41940	City Hall							
102-41940	560	Office Equipment & Furnishings	0.00	3,246.90	3,500.00	5,203.56	3,500.00	0.00
102-41940	520	Buildings & Structures/reserves	0.00	0.00	4,000.00		4,000.00	0.00
102-41940	530	Improvements other than buildings	1,948.87	4,860.00	1,000.00		1,000.00	0.00
102-41940	580	Other Equipment	0.00	5,083.50	1,000.00		1,000.00	0.00
DEPT 42000	Fire Department							
102-42000	521	C/O Fire Hall	0.00	0.00	4,000.00		4,000.00	0.00
102-42000	551	C/O Fire Trucks	0.00	0.00	1,000.00		1,000.00	0.00
102-42000	560	Furniture and Fixtures	2,543.63	0.00	2,500.00	1,203.50	2,500.00	0.00
102-42000	583	C/O Hose	0.00	1,930.53	2,500.00	266.77	2,500.00	0.00
102-42000	584	C/O Turnout Gear/Helmets	6,319.02	7,259.32	10,000.00	303.45	11,000.00	1,000.00
102-42000	585	C/O Air Packs	3,012.34	3,173.89	8,000.00	3,083.45	18,500.00	10,500.00
102-42000	586	C/O Pagers/800 radios	2,987.28	526.80	11,000.00	5,868.50	11,000.00	0.00
102-42000	587	C/O Tools	4,067.46	6,706.06	3,000.00	5,084.94	3,000.00	0.00
102-42000	591	C/O Air Compressor	0.00	0.00	2,500.00	0.00	2,500.00	0.00
102-42000	582	Other	2,969.58	2,137.82	1,500.00	0.00	3,500.00	2,000.00
102-42000	580	New (already purchased) truck	1,477.85	0.00	22,700.00	0.00	0.00	(22,700.00)
102-42000	580	Interest	0.00	0.00	3,500.00	0.00	0.00	(3,500.00)
102-42000	670	Depreciation	0.00	0.00	20,000.00	0.00	20,000.00	0.00
102-42000	551	Capital payback/future trucks	0.00	0.00	94,300.00	0.00	124,500.00	30,200.00
102-42000	575	Pension Reserve	0.00	0.00	16,500.00	0.00	16,500.00	0.00
102-42000	593	C/O Thermal Image Camera	0.00	0.00	500.00	0.00	500.00	0.00
								17,500.00
DEPT 43100	Public Works							
102-43100	223	Seal Coating	38,300.00	17,661.25	55,000.00	0.00	60,000.00	5,000.00
102-43100	224	Street Overlayment	337,334.69	83,761.24	169,000.00	12,596.56	180,000.00	11,000.00
102-43100	226	Sign Repair Materails	2,862.57	2,931.00	5,000.00	522.46	5,000.00	0.00
102-43100	402	Repair/Maint. Sidewalks	18,250.85	9,026.14	10,000.00	0.00	10,000.00	0.00
102-43100	403	Repair/Maint. Catch Basins	3,800.00	5,330.76	6,000.00	3,270.80	6,000.00	0.00
102-43100	522	C/O Public Works Building	17,693.15	739.67	2,500.00	0.00	2,500.00	0.00
102-43100	541	C/O Tractor/Loader/Bobcat	3,206.25	6,476.71	10,000.00	0.00	10,000.00	0.00
102-43100	542	C/O Snow Plow	5,953.76	0.00	17,000.00	0.00	18,000.00	1,000.00
102-43100	552	C/O Pick-up	0.00	0.00	2,000.00	0.00	4,000.00	2,000.00
102-43100	581	C/O Mower	0.00	0.00	5,000.00	0.00	5,000.00	0.00
102-43100	582	C/O Miscellaneous	350.16	635.84	600.00	0.00	600.00	0.00
DEPT 45100	Parks							
102-45100	523	C/O Park Buildings	15,859.00	0.00	2,500.00	0.00	2,500.00	0.00
102-45100	530	Park Improvements	15,257.36	9,354.05	17,250.00	547.05	17,250.00	0.00
102-45100	552	C/O Pick-up	0.00	0.00	2,000.00	0.00	3,000.00	1,000.00
102-45100	588	C/O Park Mach/Equip	0.00	18,081.06	5,000.00	0.00	6,000.00	1,000.00
102-45100	589	C/O Park/Trail Construction	418.24	0.00	10,000.00	0.00	10,000.00	0.00
DEPT 41800	TIF							
102-41800	599	TIF Local Contribution	0.00	9,876.25	3,000.00	11,058.00	5,000.00	2,000.00
DEPT 49300	Capital Projects							
102-49300	650	Ice Arena Funding	0.00	15,000.00	15,000.00	0.00	15,000.00	0.00
102-49300	650	Working Capital Reserves	11,819.14	88,289.24	60,000.00	0.00	60,000.00	0.00
102-49300	660	SAC/Prairie Run Loans payback	0.00	0.00	44,000.00	0.00	44,000.00	0.00
102-49300	660	Arena Roof Funding 5 year payback		0.00	9,500.00	18,241.91	9,500.00	0.00
102-49300	660	General Fund Reserves	0.00	0.00	20,000.00	0.00	0.00	(20,000.00)
102-49300	660	Capital Projects Reserves	0.00	0.00	4,000.00	0.00	6,000.00	2,000.00
102		Library/Senior Center Debt		17,835.62	26,811.00	0.00	27,615.33	804.33
102-49300	665	Capital Projects Transportation	0.00	0.00	150,000.00	0.00	150,000.00	0.00

Total Capital

496,431.20

319,923.65
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864,161.00

67,250.95

887,465.33

40,804.33



MEMORANDUM

TO: Adam Nafstad
FROM: Alan Brixius
DATE: July 29, 2015
RE: Albertville – Economic Development Priorities
FILE NO: 163.05 – 15.11

BACKGROUND

Over the last three years, the City has enjoyed a number of successful industry projects as:

2013	Fraser Steel	24,500 square foot expansion
2015	Mold Tech	12,000 square foot expansion
2015	Oldcastle Glass	33,750 square foot new construction

In preparing the 2016 budget, the Council has inquired as to the need to budget for an economic development line item. In discussion with the City Administrator, we have been requested to outline potential areas where additional investment for economic development may be appropriate.

OPTIONS

Project Costs. With each of the aforementioned projects, the City incurred the following costs prior to formal project applications:

- Start meetings with the industry to outline zoning, development process, schedule, and financial assistance.
- Primary financial analysis/TIF projections and identify TIF eligibility costs.
- Preparation of the TIF Plan. The City has covered the upfront costs of the TIF Plan and development contract. These costs are recovered later from the collected TIF administrative costs.

Having the economic funds to cover the aforementioned upfront costs would be helpful. The City should examine the upfront costs associated with the aforementioned projects to arrive at a budget amount.

Land Supply. The City has improved land (land with street and utility access) for commercial development. This land is under private ownership and may be available for immediate development. The City has not aggressively pursued commercial growth, rather it has allowed the private sector to address this land use.

Over the past three years, there has been some discussion about a major commercial development in northwest Albertville. To date, we have no full confirmation as to whether this project will proceed. If this project comes to fruition, it will have impacts beyond the development site with regard to streets, traffic control, utilities, and stormwater management. These off-site improvements will be essential to the effective operation of the site, but will benefit adjoining properties making them ready for development.

Whether this project proceeds or not, the City will need to evaluate its street and utility infrastructure for this large area of the City to accommodate its future growth. In examining these needed improvements, the City should examine the available financing options to reduce the potential impact on the balance of the community.

If the project moves ahead, it will generate significant tax revenues. As a commercial land use, it may not be eligible for tax increment financing, however, it may be eligible for tax abatement, whereby the City only collects its share of the real estate taxes from the project and specifically earmarks them to pay for the improvements associated with the project. These improvement costs may include:

1. Extension, sizing, and looping of water mains.
2. Extension and sizing of sanitary sewer.
3. Development of a regional stormwater system.
4. Improvements to 70th Street NE.
5. Improvements to CSAH 19.
6. Traffic signals at 70th and 67th Streets NE.
7. SAC/WAC assistance.

The aforementioned improvements will be required for the development of northwest Albertville regardless of whether the current project successfully proceeds. Our comments are only intended to outline an alternative financing tool other than using assessments and the City's general fund.

The City has a very limited supply of industrial guided land available for immediate development. The City has guided land in southeast Albertville for future industrial expansion, however, this land is under private ownership and lacks public infrastructure (streets, utilities, or stormwater management). Without a supply of ready-to-build industrial lots, the City is at a disadvantage in marketing the City to new industries.

Prospective industries looking for a new location often have a specific schedule for development and will want some assurance that they can complete construction and occupancy within their given deadline.

Knowing the City's reluctance to acquire additional land or desire to incur additional debt, perhaps we should explore the following options:

1. Meet with current property owners to discuss the availability of buying land, land prices, options for subdivision, and potential for site improvements. We know that the land is owned by private citizens that may not wish to incur costs for improving the land, however, we may be able to agree on a pre-established land price and terms for acquiring property in the event we have a prospective industry interested in the City.
2. Meet with prospective development companies to discuss the possibility of a public/private partnership to create a marketable industrial park. We have worked with CBRE, Scannell, and Opus in the past. We should explore these relationships along with Ebert, Kinghorn, and Shingobee to see if there is any interest in collaborating on an industrial park expansion. These contacts may bring some private financing and marketing to the community.

CONCLUSION

In considering the 2016 budget, there will be City time and expense in pursuing the aforementioned economic development options and opportunities. This will likely involve both staff and consultants. In this respect, an economic development budget line item may be appropriate.

2015 was a good year for Albertville's economic development. To establish a budget amount, we should examine the lead in time and TIF Plan costs associated with Mold Tech and Oldcastle projects to establish an estimated budget amount.

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