



# 2016 Adopted Budgets

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General Fund  
Capital Funds  
Special Revenue Funds  
Debt Funds  
Enterprise Funds  
Capital Improvement Plan 2016-2025

Approved on December 14, 2015

# 2016 Budget & Levy Information

Monday, December 14, 2015  
6:00 p.m.





# Preliminary Levy

- Council Approved Preliminary Levy September 21st
  - Tax statements to residents from Carver County are calculated based on the preliminary levy
  - General Levy: \$3,780,068
  - Special Levy: \$2,808,546
  - Total Preliminary Levy: \$6,588,614
  - Tax Rate: 49.877% (increase from 2015 of 2.25%)



# Final Levy

- Reduction from preliminary levy due to refinance of 2007C bonds
- Total Final Levy:
  - General Levy: \$3,780,068
  - Special Levy: \$2,727,466
  - Total Preliminary Levy: \$6,507,534
  - Tax Rate: 49.197% (increase from 2015 of 0.86%)

# Property Tax Levy

<b>GENERAL LEVY (Increase of 0.5%)</b>	<b>2015</b>	<b>2016</b>
General Fund	\$ 3,761,262	\$3,780,068
<b>SPECIAL DEBT LEVY</b>		
2011A Improvements-Birch St/Interlaken/Lake/Comm	\$1,317,455	\$1,277,451
2010A EDA Lease Rev-City Hall	\$251,680	\$252,720
2007C EDA Lease Rev-Public Works	\$443,798	\$362,719
Capital Equipment Certificate of Indebtedness-Aerial	\$110,565	\$106,704
2014A Improvements-1 <sup>st</sup> St W/Main St/Maple St	\$141,008	\$126,512
2015A Improvements-Highway 5 & 1 <sup>st</sup> St/Maple St/2 <sup>nd</sup> St/Vine St	\$0	\$586,424
2015B Improvements-Highway 5 Temporary Bond	\$0	\$14,936
<b>TOTAL PROPOSED LEVY</b>	<b>\$6,025,768</b>	<b>\$6,507,534</b>
<b>Overall Levy Change (9.0% Increase)</b>		
	PROPOSED 2016 TAX RATE:	49.197%
	CURRENT 2015 TAX RATE:	48.780%



# Taxable Market Value Changes

- Overall Taxable Market Value increased 7.86% from 2015
  - Some reasons for the increase:
    - Increased building activity
    - Improvements in the economy and housing market
- Average Valued Home in Waconia increased in value approximately 5.59%
  - Current average valued home is about \$247,000

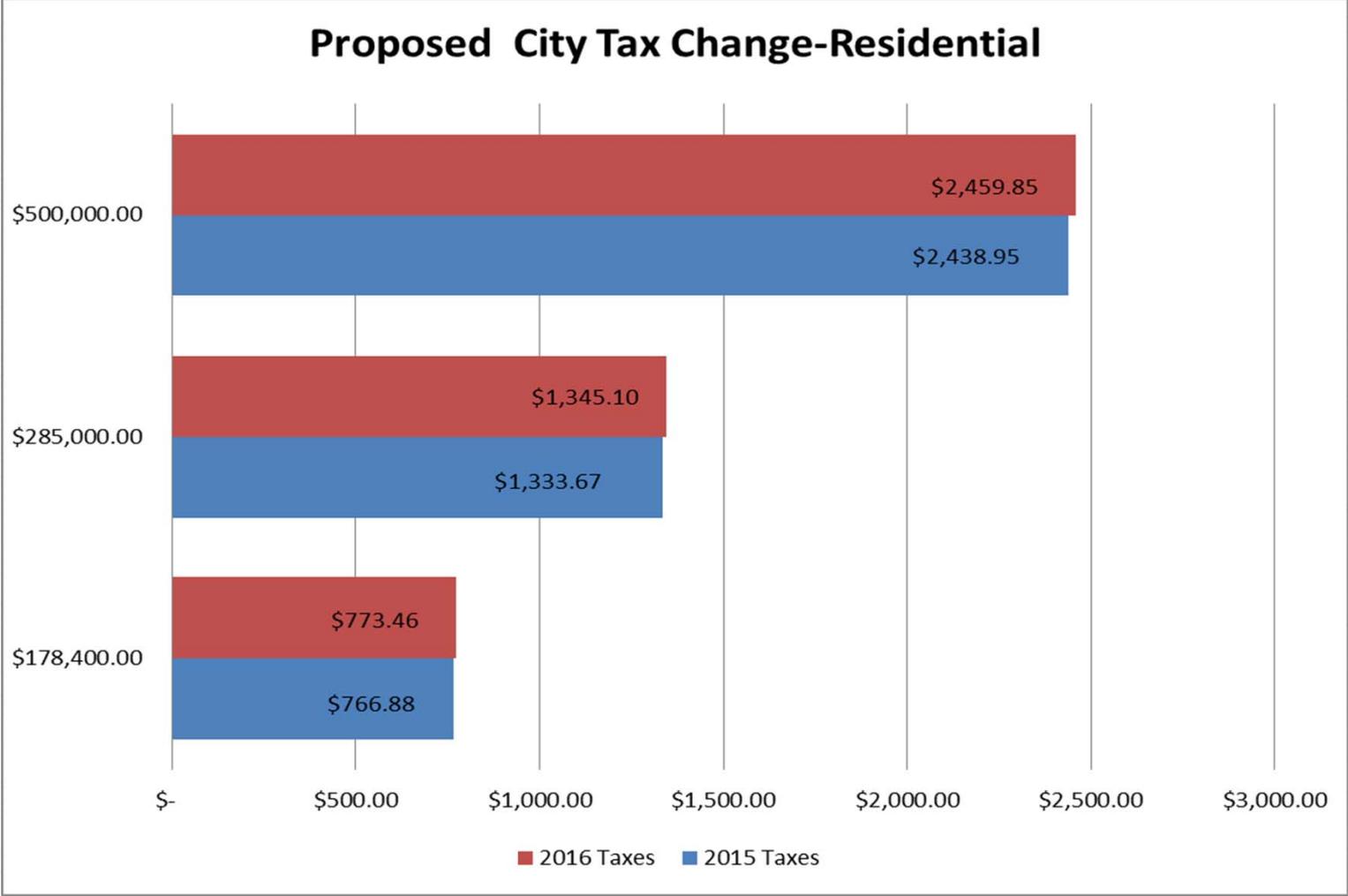
# Actual Impacts

~Scenarios Built with 2016  
Proposed Final Levy &  
Budget Numbers - City Tax  
Rate 49.197%

## Actual City of Waconia Properties 5-year Value & Tax Bill Changes

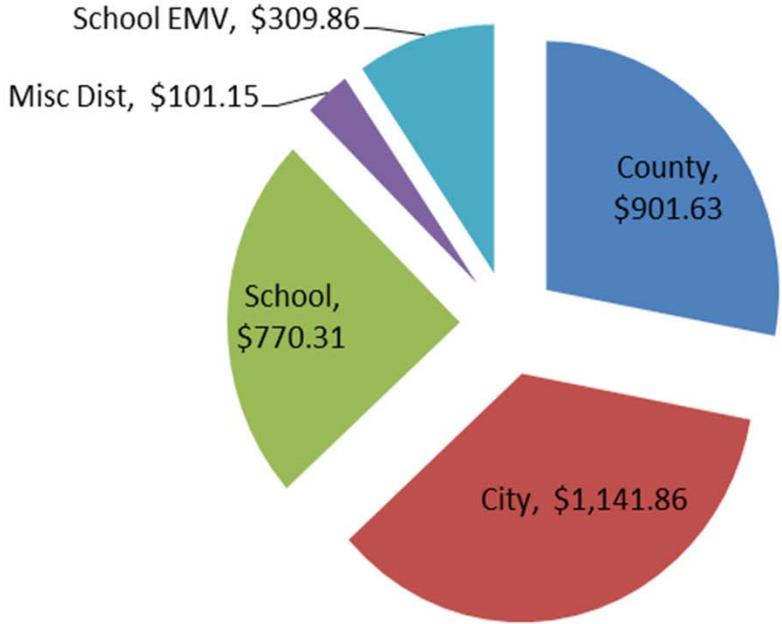
Property Type	Overall % 11 to 2016	2016	% inc	2015	% inc	2014	% inc	2013	% inc	2012	% inc	2011	% inc
Average Value Home	7.6%	\$ 247,100	4.9%	\$ 235,600	13.8%	\$ 207,100	3.6%	\$ 200,000	-11.3%	\$ 225,400	-1.9%	\$ 229,700	1.9%
Total Tax Bill*	5.2%	3,219	2.6%	3,138	9.6%	2,862	0.4%	2,850	-3.9%	2,966	-0.5%	2,982	0.5%
Downtown Home	18.3%	\$ 178,400	7.0%	\$ 166,800	11.9%	\$ 149,100	0.3%	\$ 148,600	-0.7%	\$ 149,700	-0.7%	\$ 150,800	0.7%
Total Tax Bill*	13.7%	2,194	5.0%	2,090	8.5%	1,926	-3.2%	1,990	9.3%	1,820	-1.0%	1,838	1.0%
Lake Home	18.5%	\$ 1,232,500	5.5%	\$ 1,167,800	4.7%	\$ 1,115,200	8.6%	\$ 1,027,000	-0.1%	\$ 1,027,800	-1.2%	\$ 1,039,800	1.2%
Total Tax Bill*	18.3%	19,290	3.4%	18,650	-0.6%	18,764	5.7%	17,752	10.2%	16,114	2.2%	15,764	-2.2%
Downtown Commercial	6.7%	\$ 611,600	0.0%	\$ 611,600	6.7%	\$ 573,400	0.0%	\$ 573,400	0.0%	\$ 573,400	0.0%	\$ 573,400	0.0%
Total Tax Bill*	17.2%	22,773	-0.5%	22,882	3.3%	22,144	0.1%	22,122	7.4%	20,606	5.5%	19,526	-5.2%
Hwy 5 Commercial	-35.3%	\$ 295,400	0.5%	\$ 293,900	1.3%	\$ 290,000	-6.6%	\$ 310,600	-27.3%	\$ 427,300	-6.5%	\$ 456,900	6.9%
Total Tax Bill*	-32.8%	10,513	2.1%	10,300	-2.3%	10,541	-7.1%	11,352	-24.5%	15,030	-1.9%	15,316	1.9%
Industrial	-12.9%	\$ 1,662,800	1.8%	\$ 1,634,100	-1.4%	\$ 1,657,100	1.1%	\$ 1,639,700	-4.0%	\$ 1,708,600	-1.2%	\$ 1,729,000	1.2%
Total Tax Bill*	0.0%	64,278	1.3%	63,426	-4.9%	66,670	1.2%	65,870	2.9%	63,990	4.3%	61,326	-4.2%

\*Total tax bills are estimated. Rounding may be a factor!

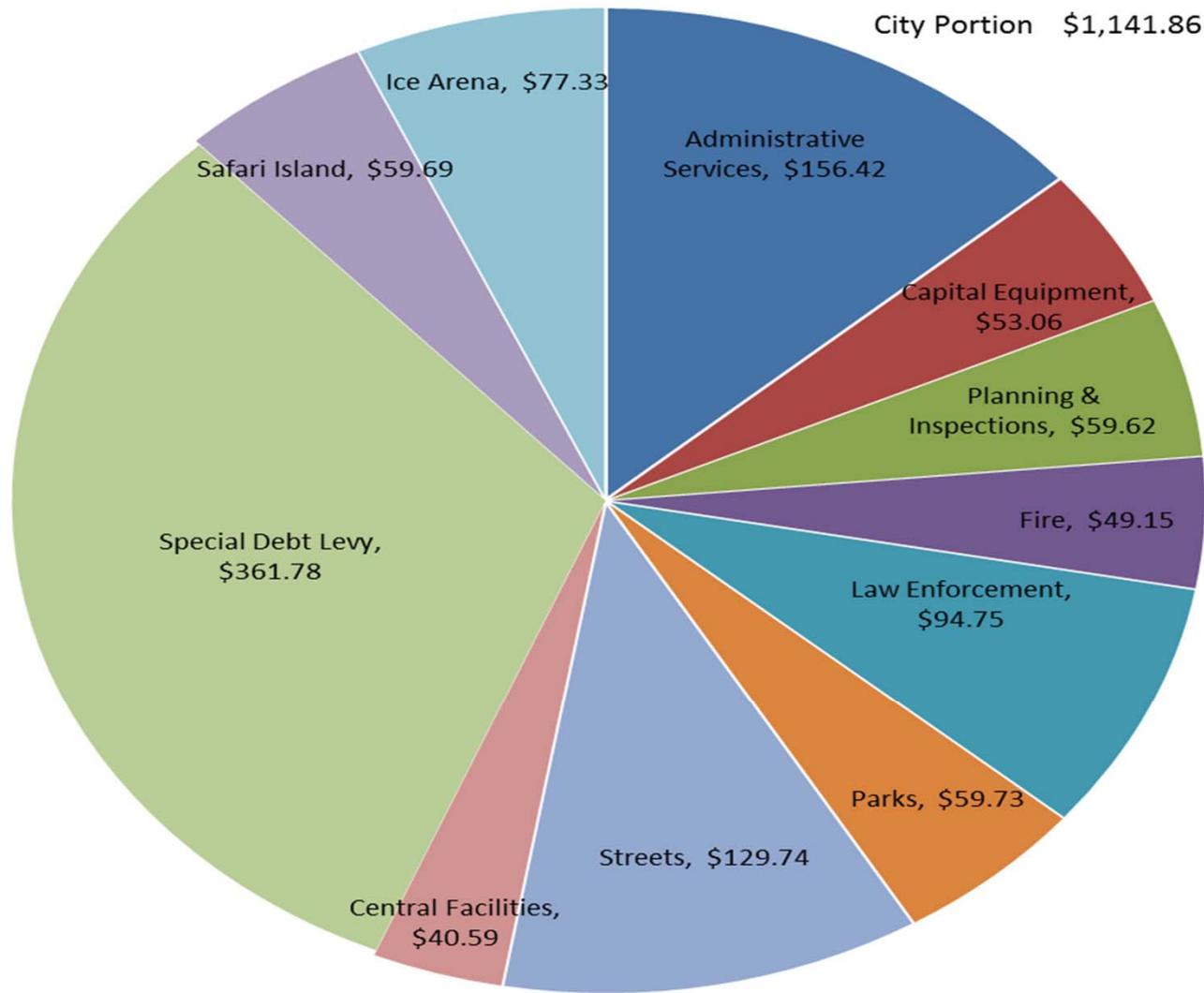


# Where Your Property Tax Goes 2016

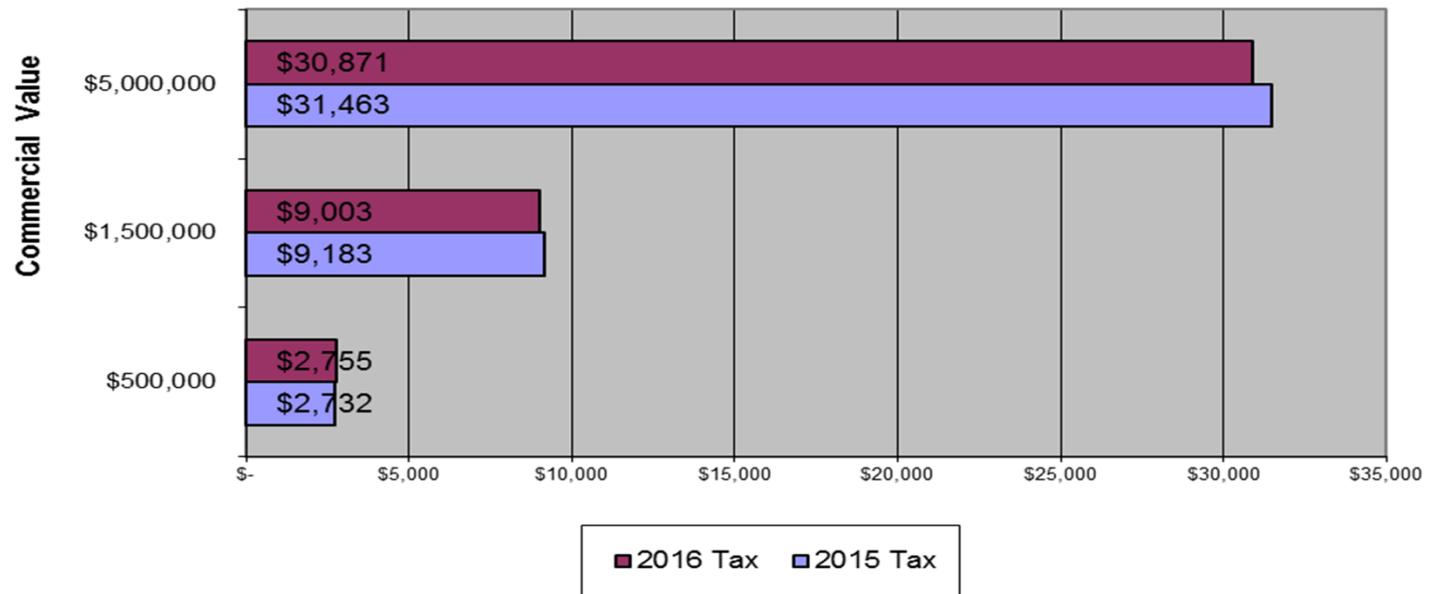
Residential Value \$247,100



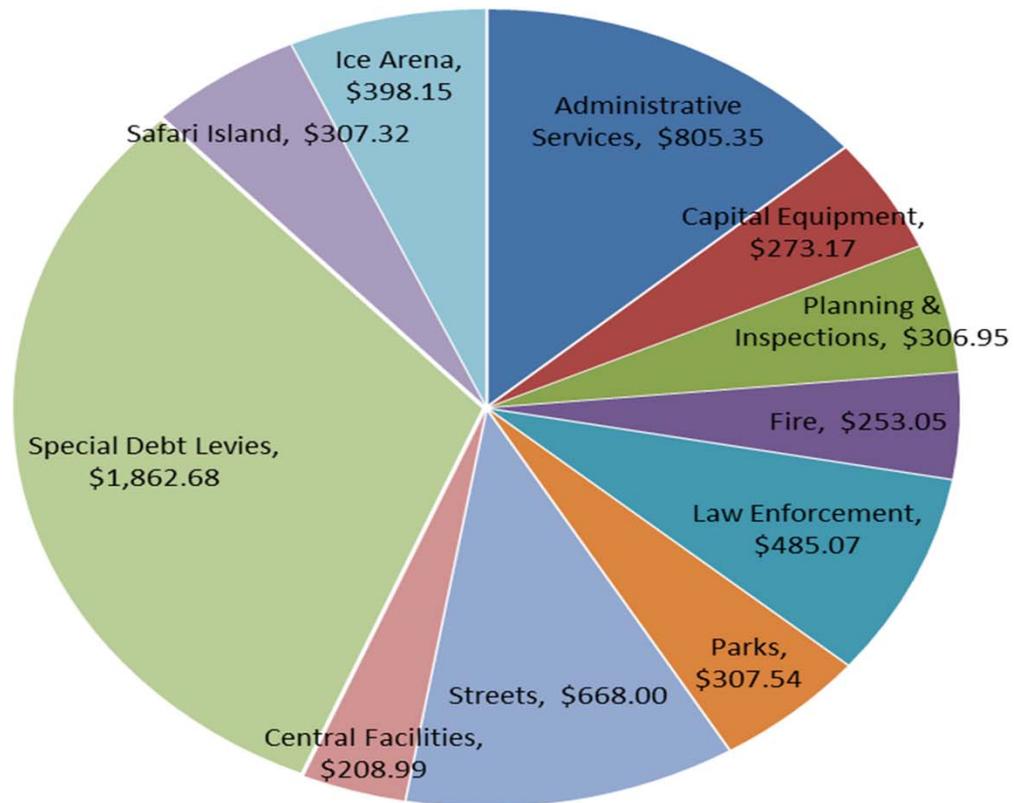
## Residential - Use of City Tax Dollar 2016



## Proposed City Tax Change - Commercial



## Commercial- Use of City Tax Dollar 2016 Property Value \$1,000,000 (City Portion \$5,879.04)



# 2016 Revenue Summary

<u>Revenue Source</u>	<u>2015</u>	<u>2016</u>	<u>Amount of Change</u>
General Property Tax Levy	\$3,723,649	\$3,742,267	\$18,618
Administration/Finance/Technology	\$738,476	\$746,783	\$8,307
Planning & Inspections	\$633,350	\$635,350	\$2,000
Central Facilities	\$58,520	\$61,891	\$3,371
Fire	\$80,845	\$100,120	\$19,275
Law Enforcement	\$96,000	\$98,000	\$2,000
Streets	\$41,100	\$54,275	\$13,175
Parks	\$500	\$500	\$0
Local Government Aid	\$95,387	\$95,780	\$393
Transfers from Other Funds	\$333,200	\$333,200	\$0
<b>Total Revenue:</b>	<b>\$5,801,027</b>	<b>\$5,868,166</b>	<b>\$67,139</b>

# 2016 Expenditure Summary

<u>Expenditure Source</u>	<u>2015</u>	<u>2016</u>	<u>Amount of Change</u>
Administration/Finance/Technology	\$1,157,814	\$1,179,258	\$21,444
Planning & Inspections	\$450,183	\$449,462	-\$721
Central Facilities	\$292,311	\$306,021	\$13,710
Fire	\$316,420	\$370,530	\$54,110
Law Enforcement & Community Safety	\$683,258	\$716,329	\$33,071
Streets	\$897,554	\$978,129	\$80,575
Parks	\$391,833	\$450,316	\$58,483
Transfers from Other Funds	\$1,533,000	\$1,433,000	-\$100,000
<b>Total Expenditures:</b>	<b>\$5,722,373</b>	<b>\$5,883,045</b>	<b>\$160,672</b>

# Affect on Fund Balance

	2015	2016
Budgeted Increase/(Decrease) in Fund Balance	\$78,654	-\$14,879
<u>Proposed Ending Fund Balance</u>		
Fund Balance – January 1	\$1,713,103	\$1,791,757
Increase (Decrease)	\$78,654	-\$14,879
Fund Balance – December 31	\$1,791,757	\$1,776,878
<b>Percentage of Operating Budget</b>	<b>43%</b>	<b>40%</b>



# Changes for 2016

- No proposed increases in licensing, permit, or administrative fees
- Increase in utility user rates for all utility funds
  - Water Rates – Average user monthly increase \$0.75
  - Sewer Rates – Average user monthly increase \$0.00
  - Storm Water Rates – Residential user monthly increase \$.50
  - Street Light Rates – Residential user monthly increase \$0.00
- No increase in water & sewer trunk fees
- Increase in commercial & residential storm water trunk fees
- Increase in rates for Safari Island membership fees
  - \$20-30 increase depending on membership type



# Changes for 2016

- Staff pay increases for COLA at 2.5% and market adjustments (if applicable) by position
- Employees allowed to move forward in their pay steps by position
- Additional benefit contribution for employee health benefits
  - Annual increase from 2015 for single \$160 and \$380 for family coverage
  - Employee out of pocket expense increased 2.9% from 2015
- Addition of one public services maintenance worker split between street and storm water departments
- Increased benefits expense due to federal ACA requirements



# Changes for 2016

- Estimates established for building permit activity based on upcoming projects and development items
- Increased needs in fire department for equipment and training
- Increased repair and maintenance expense in parks for trail improvements and fog sealing
- Decreased transfer to Capital Equipment fund for equipment replacement needs in 2015 (\$100,000)
- Continued capital improvements and replacement work throughout the City in 2016

# 2016 Budget & Levy

- Questions?
- Thanks!
- Resolutions for Approval
  - 2015-287 – Adopting 2016 Final Budgets
  - 2015-288 – Approving the Final Levy Collectable in 2016



WACONIA FINANCIAL MANAGEMENT PLAN  
FINANCIAL MANAGEMENT PLAN

Actuals as of: 12/31/2014  
Updated: 12/01/2015

GENERAL FUND	2013 Actual	2014 Actual	2015 Amended Budget	2015 Predictions	2016 Budget	2017 Forecast	2018 Forecast	2019 Forecast
<b>REVENUE</b>								
GENERAL PROPERTY TAX LEVY	3,022,619	3,297,619	3,761,262	3,761,262	3,780,068	4,158,075	4,241,236	4,406,645
Potential for Uncollectible Taxes	(23,823)	(13,848)	(75,225)	(37,613)	(37,801)	(41,581)	(42,412)	(44,066)
LOCAL GOVERNMENT AID (LGA)	-	76,521	95,387	95,387	95,780	99,611	103,596	107,739
TRANSFERS IN - ENTERPRISE & PEG & PIR DEBT	641,783	416,856	333,200	333,200	333,200	346,528	360,389	374,805
ADMINISTRATION, FINANCE, TECH & ECON DEV	643,961	733,122	738,476	738,476	746,783	776,654	807,720	840,029
PLANNING & INSPECTIONS	767,824	631,189	633,350	633,350	635,350	660,764	687,195	714,682
CENTRAL FACILITIES	50,105	52,297	58,520	58,520	61,891	64,367	66,941	69,619
FIRE	178,939	164,812	80,845	80,845	100,120	104,125	108,290	112,621
LAW ENFORCEMENT	86,459	94,877	96,000	96,000	98,000	101,920	105,997	110,237
STREETS	48,988	38,715	41,100	41,100	54,275	56,446	58,704	61,052
PARKS	10,726	5,397	500	500	500	520	541	562
RECREATION	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>5,427,581</b>	<b>5,497,557</b>	<b>5,763,415</b>	<b>5,801,027</b>	<b>5,868,166</b>	<b>6,327,429</b>	<b>6,498,196</b>	<b>6,753,926</b>
	<b>20.2%</b>	<b>3.31%</b>	<b>4.76%</b>	<b>4.76%</b>	<b>1.82%</b>	<b>7.8%</b>	<b>2.7%</b>	<b>3.9%</b>
<b>EXPENDITURES</b>								
ADMINISTRATION, FINANCE, TECH & ECON DEV	1,008,984	1,101,012	1,157,814	1,157,814	1,179,258	1,238,221	1,300,132	1,365,139
PLANNING & INSPECTIONS	432,016	434,863	450,183	450,183	449,462	471,935	495,532	520,308
FIRE	321,733	332,376	316,420	316,420	370,530	389,057	408,509	428,935
LAW ENFORCEMENT & COMMUNITY SAFETY	544,197	655,040	683,258	683,258	716,329	752,145	789,753	829,240
STREETS	830,151	860,359	897,554	897,554	978,129	1,027,035	1,078,387	1,132,307
PARKS	330,516	373,870	391,833	391,833	450,316	472,832	496,473	521,297
CENTRAL FACILITIES	252,513	265,870	292,311	292,311	306,021	321,322	337,388	354,258
TRANSFERS OUT- Capital Equipment Support	335,000	377,000	500,000	500,000	400,000	500,000	750,000	750,000
TRANSFERS OUT- Safari Island Support	463,000	453,000	450,000	450,000	450,000	450,000	450,000	450,000
TRANSFERS OUT - Arena Support	559,000	559,000	583,000	583,000	583,000	583,000	625,000	631,000
TRANSFERS OUT-PIR Debt Fund Support	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>5,077,110</b>	<b>5,412,390</b>	<b>5,722,373</b>	<b>5,722,373</b>	<b>5,883,045</b>	<b>6,205,547</b>	<b>6,731,175</b>	<b>6,982,483</b>
<b>Operating % Change</b>	<b>11.0%</b>	<b>8.8%</b>	<b>4.91%</b>	<b>4.91%</b>	<b>2.8%</b>	<b>5.5%</b>	<b>8.5%</b>	<b>3.7%</b>
<b>INCREASE(DECREASE) IN FUND BALANCE</b>	<b>350,471</b>	<b>85,167</b>	<b>41,042</b>	<b>78,654</b>	<b>(14,879)</b>	<b>121,882</b>	<b>(232,978)</b>	<b>(228,558)</b>
<b>EFFECT on Fund Balance</b>								
Fund Balance - January 1	1,277,464	1,627,935	1,713,103	1,713,103	1,791,757	1,776,878	1,898,760	1,665,782
Budgeted Increase(Decrease)	350,471	85,167	41,042	78,654	(14,879)	121,882	(232,978)	(228,558)
<b>Projected Fund Balance - December 31</b>	<b>1,627,935</b>	<b>1,713,103</b>	<b>1,754,145</b>	<b>1,791,757</b>	<b>1,776,878</b>	<b>1,898,760</b>	<b>1,665,782</b>	<b>1,437,224</b>
<b>% of Operating</b>	<b>44%</b>	<b>43%</b>	<b>42%</b>	<b>43%</b>	<b>40%</b>	<b>41%</b>	<b>34%</b>	<b>28%</b>
<b>GENERAL OPERATING LEVY</b>	<b>3,022,619</b>	<b>3,297,619</b>	<b>3,761,262</b>	<b>3,761,262</b>	<b>3,780,068</b>	<b>4,158,075</b>	<b>4,241,236</b>	<b>4,406,645</b>
% Change	3.1%	9.1%	14.1%	14.1%	0.5%	10.0%	2.0%	3.9%
<b>SPECIAL DEBT LEVY</b>	<b>1,912,575</b>	<b>1,982,962</b>	<b>2,153,941</b>	<b>2,153,941</b>	<b>2,620,762</b>	<b>2,759,840</b>	<b>2,757,174</b>	<b>1,404,863</b>
% Change	1.2%	3.5%	7.9%	7.9%	17.8%	5.0%	-0.1%	-96.3%
<b>SPECIAL LEVY FOR CAPITAL EQUIPMENT</b>	<b>110,250</b>	<b>111,240</b>	<b>110,565</b>	<b>110,565</b>	<b>106,704</b>	<b>162,407</b>	<b>249,659</b>	<b>272,890</b>
% Change	9%	1%	-1%	-1%	-4%	34%	35%	9%
<b>SPECIAL LEVY FOR INFRASTRUCTURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>549,887</b>	<b>809,984</b>	<b>1,673,802</b>
% Change								
<b>PROPOSED OVERALL TAX LEVY</b>	<b>5,045,444</b>	<b>5,391,821</b>	<b>6,025,768</b>	<b>6,025,768</b>	<b>6,507,534</b>	<b>7,630,210</b>	<b>8,058,053</b>	<b>7,758,200</b>
LESS FISCAL DISPARITIES	567,051	646,730	642,252	642,252	641,670	641,670	641,670	641,670
<b>NET LEVY TO TAXPAYERS</b>	<b>4,478,393</b>	<b>4,745,091</b>	<b>5,383,516</b>	<b>5,383,516</b>	<b>5,865,864</b>	<b>6,988,540</b>	<b>7,416,383</b>	<b>7,116,530</b>
<b>Overall Levy % Change</b>	<b>3%</b>	<b>6%</b>	<b>13%</b>	<b>13%</b>	<b>9%</b>	<b>19%</b>	<b>6%</b>	<b>-4%</b>
<b>TAXABLE MARKET VALUE</b>	<b>869,644,100</b>	<b>933,351,800</b>	<b>1,072,984,100</b>	<b>1,072,984,100</b>	<b>1,161,612,500</b>	<b>1,190,691,296</b>	<b>1,220,330,669</b>	<b>1,250,541,513</b>
Change in Market Value	-9.65%	6.83%	13.01%	13.01%	7.63%	2.44%	2.43%	2.42%
<b>EXISTING TAX CAPACITY</b>	<b>10,245,211</b>	<b>10,905,775</b>	<b>12,298,603</b>	<b>12,298,603</b>	<b>13,255,864</b>	<b>12,161,584</b>	<b>12,555,814</b>	<b>12,952,029</b>
MWF/Cherry Street TIF Capacity reduction	18,614	139,265	145,744	145,744	167,580	167,580	167,580	167,580
TAX CAPACITY Revisions from MV Changes	-1,167,092	-1,165,564	-1,116,448	-1,116,448	-1,165,162	315,617	332,788	339,024
<b>NET TOTAL TAX CAPACITY</b>	<b>9,059,505</b>	<b>9,600,946</b>	<b>11,036,411</b>	<b>11,036,411</b>	<b>11,923,122</b>	<b>12,309,621</b>	<b>12,698,068</b>	<b>13,100,519</b>
Tax Capacity Change	-8%	6%	15%	15%	8%	3%	3%	3%
<b>TAX RATE ON TAX CAPACITY</b>	<b>49.433%</b>	<b>49.423%</b>	<b>48.780%</b>	<b>48.780%</b>	<b>49.197%</b>	<b>56.773%</b>	<b>58.406%</b>	<b>54.323%</b>
<b>TAX RATE % CHANGE</b>	<b>11.79%</b>	<b>-0.02%</b>	<b>-1.30%</b>	<b>-1.30%</b>	<b>0.86%</b>	<b>15.40%</b>	<b>2.88%</b>	<b>-6.99%</b>
<b>Average Valued Home</b>	<b>\$ 209,482</b>	<b>\$ 217,861</b>	<b>\$ 235,617</b>	<b>\$ 235,617</b>	<b>\$ 247,100</b>	<b>\$ 253,764</b>	<b>\$ 258,839</b>	<b>\$ 264,016</b>
<b>Estimated Annual City Portion of Tax Bill</b>	<b>\$ 1,035.53</b>	<b>\$ 1,076.74</b>	<b>\$ 1,149.33</b>	<b>\$ 1,149.33</b>	<b>\$ 1,215.67</b>	<b>\$ 1,440.69</b>	<b>\$ 1,511.76</b>	<b>\$ 1,434.20</b>
Amount Increase or (Decrease)	\$ 17.64	\$ 41.21	\$ 72.59	\$ 72.59	\$ 66.34	\$ 225.03	\$ 71.07	\$ (77.56)
Percent Increase or (Decrease)	1.73%	3.98%	6.74%	6.74%	5.77%	18.51%	4.93%	-5.13%



# 2016 Operating Budget Summary

By Division, Revenues vs Expenditures

General Fund

			Expenses	Revenues	Net
<b>Administrative Services</b>	Administration	101-411 Administration	(522,875)	4,489,330	3,966,455
	Central Facilities	101-445 Central Facilities	(306,021)	61,891	(244,130)
	Finance	101-412 Finance	(434,893)	95,500	(339,393)
	Technology	101-413 Technology	(221,490)		(221,490)
		<b>Total Administrative Services</b>	<b>(1,485,279)</b>	<b>4,646,721</b>	<b>3,161,442</b>
<b>Community Development</b>	Building Inspections	101-425 Building Inspections	(183,975)	625,250	441,275
	Planning	101-416 Planning	(265,487)	10,100	(255,387)
		<b>Total Community Development</b>	<b>(449,462)</b>	<b>635,350</b>	<b>185,888</b>
<b>Non-Departmental</b>	Non Departmental	101-000 Transfers	(1,433,000)	333,200	(1,099,800)
		<b>Total Non-Departmental</b>	<b>(1,433,000)</b>	<b>333,200</b>	<b>(1,099,800)</b>
<b>Public Safety</b>	Community Safety	101-427 Community Safety	(1,990)		(1,990)
	Fire	101-423 Fire Dept	(370,530)	100,120	(270,410)
	Law Enforcement	101-421 Law Enforcement	(714,339)	98,000	(616,339)
		<b>Total Public Safety</b>	<b>(1,086,859)</b>	<b>198,120</b>	<b>(888,739)</b>
<b>Public Services</b>	Public Services-Parks	101-441 Parks	(450,316)	500	(449,816)
	Public Services-Streets	101-431 Streets	(978,129)	54,275	(923,854)
		<b>Total Public Services</b>	<b>(1,428,445)</b>	<b>54,775</b>	<b>(1,373,670)</b>
		<b>Total</b>	<b>(5,883,045)</b>	<b>5,868,166</b>	<b>(14,879)</b>

# Costing Center Summary

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*Costing Center: 101-411 Administration*

**Previous Costing Center:** 101-411 Administration

**Department:** Administrative Services

**Division:** Administration

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-411

**Approved:** Yes

**Manager:** Susan Arntz

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## **Purpose:**

The City Council exercises legislative power by which all matters of policy are determined. The Council exercises budgetary control through the adoption of the annual budget and appoints advisory committees to render advice on City policy related matters. The City Council also serves as the Economic Development Authority. The Administration Department provides Waconia citizens effective leadership to support the City's mission, vision, and goals. In addition to the routine work of the department (licensing, human resources, community relations, website management, overseeing all departments and resource allocation, etc.)

## **Profile:**

The Administration department consists of the: City Administrator (1 FTE), Assistant City Administrator (1 FTE), and Office Assistant (1 FTE). This department also allocates salaries for City Council, Planning Commission, and Park and Recreation Commission. The Safari Island Advisory Board and the Commission on Aging are unpaid volunteer commissions.

# Costing Center Summary

Costing Center: 101-411 Administration

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3001	General Property Tax	Increased	1.53 %	3,686,037	3,742,267
3003	Delinquent Tax	Unchanged	0.00 %	40,000	40,000
3007	Liquor License	Increased	6.53 %	43,820	46,680
3008	Licenses-Misc	Increased	13.51 %	1,850	2,100
3009	Recycling/Sanitation License	Decreased	6.10 %	4,100	3,850
3011	Cigarette License	Unchanged	0.00 %	1,650	1,650
3018	Aid	Increased	0.40 %	98,730	99,123
3025	Assessment Searches	Unchanged	0.00 %	4,800	4,800
3027	Administrative Fees	Unchanged	0.00 %	325,000	325,000
3029	Miscellaneous	Unchanged	0.00 %	3,100	3,100
3030	Franchise Fees	Unchanged	0.00 %	77,000	77,000
3059	Refunds & Reimbursements	Unchanged	0.00 %	8,000	8,000
3067	Cell Tower Contracts	Increased	1.46 %	133,813	135,760
<b>Total Revenues:</b>				<b>4,427,900</b>	<b>4,489,330</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	4.83 %	274,965	288,249
4003	Part Time Wages	New this year		0	9,500
4005	City Council Salary	Unchanged	0.00 %	20,900	20,900
4007	Board & Commission Salary	Unchanged	0.00 %	2,500	2,500
4011	PERA Contributions	Increased	5.40 %	18,428	19,424
4013	FICA	Increased	4.48 %	22,635	23,650
4017	Worker's Comp	Increased	55.56 %	900	1,400
4019	Employee Benefits	Increased	2.90 %	31,687	32,607
4023	Operating Supplies	Increased	3.23 %	7,750	8,000
4035	Communications	Unchanged	0.00 %	1,032	1,032
4037	Postage	Decreased	25.00 %	2,000	1,500
4041	Training & Education	Decreased	48.46 %	6,500	3,350
4043	Travel & Mileage	Unchanged	0.00 %	3,775	3,775
4045	Printing & Publishing	Unchanged	0.00 %	9,000	9,000
4053	Subscriptions & Memberships	Increased	10.41 %	17,803	19,657
4057	Engineering Services	Unchanged	0.00 %	5,000	5,000
4059	Legal Services	Increased	2.15 %	57,201	58,431
4069	Contract Services	Unchanged	0.00 %	14,900	14,900
<b>Total Expenditures:</b>				<b>496,976</b>	<b>522,875</b>

# Costing Center Summary

Costing Center: 101-411 Administration

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3001 - General Property Tax		3,780,068	
3001 - General Property Tax	Estimated Uncollectible Taxes	(37,801)	
			3,742,267
3003 - Delinquent Tax			40,000
		<b>Total:</b>	<b>3,782,267</b>
<b>Licenses and Permits</b>			
3007 - Liquor License	3.2 Off-Sale @\$150 (3)	450	
3007 - Liquor License	3.2 On-Sale @\$300 (6)	1,800	
3007 - Liquor License	Clubs @ \$300 (2)	600	
3007 - Liquor License	Cocktail/Taproom License @ \$300 (2)	600	
3007 - Liquor License	Limited On Sale Culinary @ \$200 (1)	200	
3007 - Liquor License	Off Sale Small Brewer \$300 (1)	300	
3007 - Liquor License	Off-Sale Liquor @ \$310 (8)	2,480	
3007 - Liquor License	Off-Sale Micro-distillery Intoxicating Liquor (1)	300	
3007 - Liquor License	On-Sale Liquor @ \$4,000 (8)	32,000	
3007 - Liquor License	Sunday Liquor @\$200 (11)	2,200	
3007 - Liquor License	Temp Licenses and Misc. License	2,750	
3007 - Liquor License	Wine @ \$500 (6)	3,000	
			46,680
3008 - Licenses-Misc	Amusement License @ \$15 per location, \$15 per machine	650	
3008 - Licenses-Misc	Commercial Kennel License (new)	150	
3008 - Licenses-Misc	Plumber's Licenses 40@ \$25	1,000	
3008 - Licenses-Misc	Solicitors Licenses	300	
			2,100
3009 - Recycling/Sanitation License	Haulers at \$100 per license (8), plus \$50 per vehicle (35 vehicles)	2,700	
3009 - Recycling/Sanitation License	Recyclers \$100 per license (5), plus \$50 per vehicle (13)	1,150	
			3,850
3011 - Cigarette License	License @ \$150 (11)		1,650
		<b>Total:</b>	<b>54,280</b>
<b>Intergovernmental</b>			
3018 - Aid	Local Government Aid	95,780	
3018 - Aid	PERA Aid	3,343	
			99,123
		<b>Total:</b>	<b>99,123</b>
<b>Charges for Services</b>			
3025 - Assessment Searches	Based on 160 Searches at \$30 each		4,800
3027 - Administrative Fees	RMC Lease Payment		325,000
3029 - Miscellaneous	Misc. Receipts (Maps, Copies, etc.)	100	
3029 - Miscellaneous	TIF Excess	3,000	

# Costing Center Summary

Costing Center: 101-411 Administration

			3,100
3030 - Franchise Fees	Mediacom Franchise Fees		77,000
3059 - Refunds & Reimbursements	Data Requests, Payment for Misc. Services		8,000
3067 - Cell Tower Contracts	Cingular 2006 Lease Amendment	18,188	
3067 - Cell Tower Contracts	Sprint/Nextel	38,473	
3067 - Cell Tower Contracts	Sprint/Spectrum Lease 2010	28,470	
3067 - Cell Tower Contracts	T-Mobile 2006 Lease Amendment with Added Antenna Tower #2 (2016)	21,920	
3067 - Cell Tower Contracts	Verizon Lease	28,709	
			135,760
		<b>Total:</b>	<b>553,660</b>
		<b>Total Revenues:</b>	<b>4,489,330</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	General Administration Wages	258,988	
4001 - Full Time Salary & Wages	PTO Payout Program - For Employees that Qualify	29,261	
			288,249
4003 - Part Time Wages	Election Judges		9,500
4005 - City Council Salary			20,900
4007 - Board & Commission Salary			2,500
		<b>Total:</b>	<b>321,149</b>
<b>Benefits</b>			
4011 - PERA Contributions	General Administration PERA		19,424
4013 - FICA	General Administration FICA	21,411	
4013 - FICA	PTO Payout Program - For Employees that Qualify	2,239	
			23,650
4017 - Worker's Comp	General Administration Work Comp		1,400
4019 - Employee Benefits	General Administration Health Benefits		32,607
		<b>Total:</b>	<b>77,081</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Board & Commission Recognition	250	
4023 - Operating Supplies	Election Supplies & Meals for Judges	1,500	
4023 - Operating Supplies	Employee Wellness & Recognition	750	
4023 - Operating Supplies	Paper and office supplies	5,500	
			8,000
4035 - Communications	Arntz Annual Cell Phone/Data Plan		1,032
4037 - Postage			1,500
4041 - Training & Education	Chamber of Commerce, League Mtgs., Metro Cities Mtgs.	450	
4041 - Training & Education	Conference Attendance (Arntz, Meyerhoff, Smith)	1,400	
4041 - Training & Education	Council Training	1,000	
4041 - Training & Education	HR & Policy Training	500	
			3,350

# Costing Center Summary

Costing Center: 101-411 Administration

4043 - Travel & Mileage	Conference Lodging & Travel (Arntz, Meyerhoff, Smith)	2,800	
4043 - Travel & Mileage	Employee Mileage Expenses	350	
4043 - Travel & Mileage	LMC Conference: City Council Lodging & Travel (2)	625	
			3,775
4045 - Printing & Publishing	Minutes, Bids, RFP, Job Ads		9,000
4053 - Subscriptions & Memberships	Assn. of Public Mgmt. Professionals	120	
4053 - Subscriptions & Memberships	EAP Program	1,224	
4053 - Subscriptions & Memberships	First Lab	250	
4053 - Subscriptions & Memberships	Int'l City Management Association	960	
4053 - Subscriptions & Memberships	League of Minnesota Cities	10,212	
4053 - Subscriptions & Memberships	Metro Area Management Association	45	
4053 - Subscriptions & Memberships	Metro Cities	4,500	
4053 - Subscriptions & Memberships	Minnesota Mayors Association	30	
4053 - Subscriptions & Memberships	MN City/County Management Assn.	250	
4053 - Subscriptions & Memberships	MN Clerks and Finance Officers Association Members	35	
4053 - Subscriptions & Memberships	Southwest Transportation Coalition	2,000	
4053 - Subscriptions & Memberships	Waconia Patriot Subscription	31	
			19,657
		<b>Total:</b>	<b>46,314</b>
<b>Contracted Services</b>			
4057 - Engineering Services	Bolton & Menk		5,000
4059 - Legal Services	Carver County Prosecution Contract	11,431	
4059 - Legal Services	City Attorney	47,000	
			58,431
4069 - Contract Services	Cherry Street - Tax Abatement Pass Thru	6,500	
4069 - Contract Services	Waconia Square - Tax Abatement Pass Thru	8,400	
			14,900
		<b>Total:</b>	<b>78,331</b>
		<b>Total Expenditures:</b>	<b>522,875</b>
		<b>Net Total:</b>	<b>3,966,455</b>

# Costing Center Summary

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*Costing Center: 101-412 Finance*

**Previous Costing Center:** 101-412 Finance

**Department:** Administrative Services

**Division:** Finance

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-412

**Approved:** Yes

**Manager:** Nicole Lueck

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## **Purpose:**

Administer City financial initiatives for maximum accountability to the City Council, public & all required agencies. Perform statutory duties of City Treasurer. Monitor legislative action to ensure protection of revenue resources & mandated costs. Monitor program effects on the budgets. Communicate with fiscal advisors and rating agencies. Assist in decisions pertaining to financial conditions, both current & long range, by providing information to the City Council. Support direct service departments by providing a business services framework to promote cost effective service delivery.

## **Profile:**

The Finance department consists of the: Finance Director (1 FTE), Accountant (1 FTE), and Receptionist/Cashier (1 FTE).

# Costing Center Summary

Costing Center: 101-412 Finance

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3027	Administrative Fees	Increased	112.50 %	12,000	25,500
3063	Interest from Investments	Decreased	12.50 %	80,000	70,000
<b>Total Revenues:</b>				<b>92,000</b>	<b>95,500</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	6.23 %	191,430	203,363
4003	Part Time Wages	Increased	10.00 %	5,000	5,500
4011	PERA Contributions	Increased	6.23 %	14,358	15,252
4013	FICA	Increased	2.95 %	16,057	16,531
4017	Worker's Comp	Increased	52.94 %	850	1,300
4019	Employee Benefits	Increased	25.73 %	25,934	32,607
4023	Operating Supplies	Increased	23.08 %	1,300	1,600
4033	Bank Fees & Services	Increased	1.35 %	59,200	60,000
4041	Training & Education	Increased	8.24 %	2,125	2,300
4043	Travel & Mileage	Increased	3.70 %	2,700	2,800
4045	Printing & Publishing	Increased	3.63 %	965	1,000
4047	Liability Insurance	Unchanged	0.00 %	3,200	3,200
4053	Subscriptions & Memberships	Unchanged	0.00 %	440	440
4061	Assessing Services	Unchanged	0.00 %	52,000	52,000
4063	Audit Services	Decreased	1.33 %	37,500	37,000
<b>Total Expenditures:</b>				<b>413,059</b>	<b>434,893</b>

# Costing Center Summary

Costing Center: 101-412 Finance

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3027 - Administrative Fees	Rebate on Purchasing Card - US Bank - Average 1% of total purchases	24,000	
3027 - Administrative Fees	Staff Time - Billable Hours for Invoicing	1,500	
			25,500
		<b>Total:</b>	<b>25,500</b>
<b>Financing</b>			
3063 - Interest from Investments			70,000
		<b>Total:</b>	<b>70,000</b>
		<b>Total Revenues:</b>	<b>95,500</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Finance Wages		203,363
4003 - Part Time Wages	Finance Summer Intern (500 Hours)		5,500
		<b>Total:</b>	<b>208,863</b>
<b>Benefits</b>			
4011 - PERA Contributions	Finance PERA		15,252
4013 - FICA	Finance FICA		16,531
4017 - Worker's Comp	Finance Workers Comp		1,300
4019 - Employee Benefits	Finance Health Benefits		32,607
		<b>Total:</b>	<b>65,690</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	GFOA Audit Review Fee - Reporting for Excellence Award	400	
4023 - Operating Supplies	W2 & 1099 & ACA Forms/Bank Stamps/Signature Stamps	1,200	
			1,600
4033 - Bank Fees & Services	Credit Card Merchant Service Fees - Average \$5,000 per month		60,000
4041 - Training & Education	Customer Service & Technical Training - Excel/Word/Website	600	
4041 - Training & Education	Ehlers/OSA Debt & TIF Training - 2 Attendees	600	
4041 - Training & Education	MN GFOA Annual Conference - 2 Attendee	550	
4041 - Training & Education	MN GFOA Monthly Meetings & Advanced Accounting Training	550	
			2,300
4043 - Travel & Mileage	Lodging for MN GFOA Conference - 2 Attendee	500	
4043 - Travel & Mileage	Mileage Reimbursement to Training Events	2,300	
			2,800
4045 - Printing & Publishing	Publish Audit & Budget Information		1,000
4047 - Liability Insurance	E&O/Bond Coverage - Hazard Insurance Premiums		3,200
4053 - Subscriptions & Memberships	MN GFOA & National GFOA Memberships		440
		<b>Total:</b>	<b>71,340</b>

# Costing Center Summary

Costing Center: 101-412 Finance

**Contracted Services**

4061 - Assessing Services	Assessment Services Provided by Carver County	52,000
4063 - Audit Services	HLB Tautges Redpath Audit Services	37,000
	<b>Total:</b>	<b>89,000</b>
	<b>Total Expenditures:</b>	<b>434,893</b>
	<b>Net Total:</b>	<b>(339,393)</b>

# Costing Center Summary

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*Costing Center: 101-413 Technology*

**Previous Costing Center:** 101-413 Technology  
**Department:** Administrative Services  
**Division:** Technology  
**Stage:** Approved

**Budget Year:** 2016  
**Accounting Reference:** 101-413  
**Approved:** Yes  
**Manager:** Susan Arntz

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## **Purpose:**

The technology division provides IT support for the entire organization, including all enterprises and departments. Works with Crown College and Mediacom on delivery of community programming on Channel 8 and tapes and broadcasts all City Council and Planning Commission Meetings. This division also works with Carver County on GIS mapping.

## **Profile:**

The Technology department consists of the IT Technician (1 FTE).

# Costing Center Summary

Costing Center: 101-413 Technology

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	2.51 %	62,858	64,438
4011	PERA Contributions	Increased	2.50 %	4,715	4,833
4013	FICA	Increased	2.97 %	5,324	5,482
4017	Worker's Comp	Increased	63.64 %	275	450
4019	Employee Benefits	Increased	2.38 %	6,727	6,887
4023	Operating Supplies	Unchanged	0.00 %	600	600
4025	Fees & License	Increased	10.92 %	64,995	72,095
4035	Communications	Unchanged	0.00 %	1,152	1,152
4041	Training & Education	Unchanged	0.00 %	2,000	2,000
4043	Travel & Mileage	Unchanged	0.00 %	300	300
4053	Subscriptions & Memberships	Unchanged	0.00 %	153	153
4065	Computer Software	Decreased	46.46 %	41,280	22,100
4067	Computer Hardware	Decreased	52.98 %	31,900	15,000
4069	Contract Services	Increased	1.96 %	25,500	26,000
<b>Total Expenditures:</b>				<b>247,779</b>	<b>221,490</b>

# Costing Center Summary

Costing Center: 101-413 Technology

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	IT Wages		64,438
		<b>Total:</b>	<b>64,438</b>
<b>Benefits</b>			
4011 - PERA Contributions	IT PERA		4,833
4013 - FICA	IT FICA		5,482
4017 - Worker's Comp	IT Workers Comp		450
4019 - Employee Benefits	IT Health Benefits		6,887
		<b>Total:</b>	<b>17,652</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Misc. Equipment, Cables, DVDs, etc.		600
4025 - Fees & License	Additional Licenses for Laserfische	2,000	
4025 - Fees & License	Annual Renewal: Active CLASS & POS with additional biometric data license	4,900	
4025 - Fees & License	Annual Renewal: Ccure System	850	
4025 - Fees & License	Annual Renewal: Diamond Municipal Bronze Plan	5,245	
4025 - Fees & License	Annual Renewal: Disaster Recovery Backup	8,000	
4025 - Fees & License	Annual Renewal: Fiber Lateral	115	
4025 - Fees & License	Annual Renewal: Integrity E-Statements	270	
4025 - Fees & License	Annual Renewal: Laserfische	4,500	
4025 - Fees & License	Annual Renewal: Microsoft GP, Diamond Municipal, Integrity	29,000	
4025 - Fees & License	Annual Renewal: MS EOP Spam Blocker	1,000	
4025 - Fees & License	Annual Renewal: Questica Team Budget	5,000	
4025 - Fees & License	Annual Renewal: Symantec Anti-Virus	2,100	
4025 - Fees & License	Annual Renewal: When to Work Software	315	
4025 - Fees & License	Diamond Municipal Reporting Customizations	5,000	
4025 - Fees & License	Managed Voice for New Phone Switch	3,800	
			72,095
4035 - Communications	Lechner Annual Phone/Data Plans		1,152
4041 - Training & Education	Annual Training	1,000	
4041 - Training & Education	City Wide Technology Training	1,000	
			2,000
4043 - Travel & Mileage			300
4053 - Subscriptions & Memberships	Experts Exchange		153
4065 - Computer Software	Annual ESRI County ELA GIS License	6,600	
4065 - Computer Software	Office/Adobe/Remote	5,000	
4065 - Computer Software	PROJECT: Great Plans (GP) Upgrade	7,000	
4065 - Computer Software	PROJECT: Office 365 Assessment	1,000	
4065 - Computer Software	Virtual Server Warranty Extension	2,500	
			22,100

# Costing Center Summary

Costing Center: 101-413 Technology

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4067 - Computer Hardware	Work Stations, Printers, Phones, Etc.	15,000
		<b>Total:</b> <u>113,400</u>
<b>Contracted Services</b>		
4069 - Contract Services	Avtex/Crabtree/Marco/Misc Vendors	5,000
4069 - Contract Services	County GIS Partnership	20,000
4069 - Contract Services	VLAN for Vendors at all Sites	1,000
		<u>26,000</u>
		<b>Total:</b> <u>26,000</u>
		<b>Total Expenditures:</b> <u>221,490</u>
		<b>Net Total:</b> <u><u>(221,490)</u></u>

# Costing Center Summary

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*Costing Center: 101-415 Economic Development*

**Previous Costing Center:** 101-415 Economic  
Development

**Department:** Community Development

**Division:** Economic Development

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-415

**Approved:** Yes

**Manager:** Susan Arntz

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## **Purpose:**

Promotes investment in the community through development, business development, redevelopment, and special projects.

## **Profile:**

This role is currently shared between the City Administrator and Assistant City Administrator.

# Costing Center Summary

Costing Center: 101-415 Economic Development

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Expenditures</b>					
4041	Training & Education	Unchanged	0.00 %	250	250
4043	Travel & Mileage	Unchanged	0.00 %	250	250
4045	Printing & Publishing	Unchanged	0.00 %	200	200
4053	Subscriptions & Memberships	Unchanged	0.00 %	200	200
4069	Contract Services	Not used this year		3,000	0
4071	Rental/Leasing Cost	Unchanged	0.00 %	6,000	6,000
<b>Total Expenditures:</b>				<b>9,900</b>	<b>6,900</b>

# Costing Center Summary

Costing Center: 101-415 Economic Development

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4041 - Training & Education	EDAM, DEED, etc.		250
4043 - Travel & Mileage	Travel to Training		250
4045 - Printing & Publishing	Marketing Materials		200
4053 - Subscriptions & Memberships	Sensible Landuse Coalition Membership		200
4071 - Rental/Leasing Cost	Olive Street Monument Sign Lease		6,000
		<b>Total:</b>	<b>6,900</b>
		<b>Total Expenditures:</b>	<b>6,900</b>
		<b>Net Total:</b>	<b>(6,900)</b>

# Costing Center Summary

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*Costing Center: 101-416 Planning*

**Previous Costing Center:** 101-416 Planning

**Department:** Community Development

**Division:** Planning

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-416

**Approved:** Yes

**Manager:** Lane Braaten

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## **Purpose:**

To implement the City's Comprehensive Land Use Plan, enforce the City Zoning and Subdivision Ordinances and follow up on complaint issues within the community.

## **Profile:**

The Planning department consists of the Community Development Director (1 FTE), Assistant Planner (1 FTE), and Office Assistant (1 FTE).

# Costing Center Summary

Costing Center: 101-416 Planning

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3008	Licenses-Misc	Unchanged	0.00 %	1,600	1,600
3023	Zoning & Subdivision Fees	Increased	27.27 %	5,500	7,000
3027	Administrative Fees	Unchanged	0.00 %	1,500	1,500
<b>Total Revenues:</b>				<b>8,600</b>	<b>10,100</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	4.83 %	186,718	195,737
4011	PERA Contributions	Increased	4.83 %	14,004	14,680
4013	FICA	Increased	4.83 %	14,284	14,974
4017	Worker's Comp	Increased	52.94 %	850	1,300
4019	Employee Benefits	Decreased	28.86 %	37,440	26,634
4023	Operating Supplies	Unchanged	0.00 %	1,000	1,000
4035	Communications	Unchanged	0.00 %	612	612
4037	Postage	Unchanged	0.00 %	350	350
4041	Training & Education	Unchanged	0.00 %	1,800	1,800
4043	Travel & Mileage	Unchanged	0.00 %	1,250	1,250
4045	Printing & Publishing	Unchanged	0.00 %	750	750
4053	Subscriptions & Memberships	Unchanged	0.00 %	600	600
4057	Engineering Services	Unchanged	0.00 %	2,500	2,500
4069	Contract Services	Unchanged	0.00 %	3,300	3,300
<b>Total Expenditures:</b>				<b>265,458</b>	<b>265,487</b>

# Costing Center Summary

Costing Center: 101-416 Planning

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Licenses and Permits</b>			
3008 - Licenses-Misc	Rental Licenses (160 per year @ \$10 each)		1,600
		<b>Total:</b>	<b>1,600</b>
<b>Charges for Services</b>			
3023 - Zoning & Subdivision Fees			7,000
3027 - Administrative Fees	Billable hours - general		1,500
		<b>Total:</b>	<b>8,500</b>
		<b>Total Revenues:</b>	<b>10,100</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Planning Wages		195,737
		<b>Total:</b>	<b>195,737</b>
<b>Benefits</b>			
4011 - PERA Contributions	Planning PERA		14,680
4013 - FICA	Planning FICA		14,974
4017 - Worker's Comp	Planning Workers Comp		1,300
4019 - Employee Benefits	Planning Health Benefits		26,634
		<b>Total:</b>	<b>57,588</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Supplies for large plot color printer (ink, paper, maint. cartridge). Colored permit cards		1,000
4035 - Communications	Director Cell Phone		612
4037 - Postage			350
4041 - Training & Education	APA Conf, Planning, GIS		1,800
4043 - Travel & Mileage	Reimbursement for travel to training, complaints, development sites, etc		1,250
4045 - Printing & Publishing			750
4053 - Subscriptions & Memberships	APA Memberships		600
		<b>Total:</b>	<b>6,362</b>
<b>Contracted Services</b>			
4057 - Engineering Services	Compliance Review/Ordinance Updates		2,500
4069 - Contract Services	Large Format Scanning		3,300
		<b>Total:</b>	<b>5,800</b>
		<b>Total Expenditures:</b>	<b>265,487</b>
		<b>Net Total:</b>	<b>(255,387)</b>

# Costing Center Summary

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*Costing Center: 101-421 Law Enforcement*

**Previous Costing Center:** 101-421 Law Enforcement

**Department:** Public Safety

**Division:** Law Enforcement

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-421

**Approved:** Yes

**Manager:** Susan Arntz

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## **Purpose:**

To provide safety and protection to the citizens and visitors of the City of Waconia.  
-Member of the Southwest Metro Drug Task Force

## **Profile:**

- A Sergeant position as the City's daytime lead position. This position provides patrol support and coordination of services.
- Four deputies (two daytime/two nighttime) that work 12 hour shifts, 7 days per week. One nighttime position.
- School Resource Officer during summer utilized as additional patrol deputy, this is in partnership with the School District.
- Community Service Officer for 40 hours per week. The CSO program monitoring activity in the community in our parks, trails, providing traffic direction, and animal issues.

# Costing Center Summary

Costing Center: 101-421 Law Enforcement

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3018	Aid	Unchanged	0.00 %	46,000	46,000
	Refunds & Reimbursements	Not used this year		10,000	0
3061	Fines	Increased	30.00 %	40,000	52,000
<b>Total Revenues:</b>				<b>96,000</b>	<b>98,000</b>
<b>Expenditures</b>					
4069	Contract Services	Increased	4.85 %	681,267	714,339
<b>Total Expenditures:</b>				<b>681,267</b>	<b>714,339</b>

# Costing Center Summary

Costing Center: 101-421 Law Enforcement

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Intergovernmental</b>			
3018 - Aid			46,000
		<b>Total:</b>	<b>46,000</b>
<b>Fines and Forfeitures</b>			
3061 - Fines			52,000
		<b>Total:</b>	<b>52,000</b>
		<b>Total Revenues:</b>	<b>98,000</b>
<b>Expenditures</b>			
<b>Contracted Services</b>			
4069 - Contract Services	Fine Payments to Carver County Attorney	26,000	
4069 - Contract Services	Overtime Contingency	33,000	
4069 - Contract Services	School Resource Deputy	26,796	
4069 - Contract Services	Sheriff's Contract (CSO - 2080 Hrs)	64,522	
4069 - Contract Services	Sheriff's Contract (Day Patrol - 2 FTEs)	196,988	
4069 - Contract Services	Sheriff's Contract (Liaison Sergeant - FTE)	121,737	
4069 - Contract Services	Sheriff's Contract (Night Patrol - 2 FTE)	196,988	
4069 - Contract Services	Sheriff's Contract (Patrol Vehicles - 2)	46,208	
4069 - Contract Services	Southwest Metro Drug Task Force Membership	2,100	
			714,339
		<b>Total:</b>	<b>714,339</b>
		<b>Total Expenditures:</b>	<b>714,339</b>
		<b>Net Total:</b>	<b>(616,339)</b>

# Costing Center Summary

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Costing Center: 101-423 Fire Dept

**Previous Costing Center:** 101-423 Fire Dept

**Department:** Public Safety

**Division:** Fire

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-423

**Approved:** Yes

**Manager:** Fire Chief

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## **Purpose:**

The fire department is staffed and equipped to respond to most of the routine type of emergencies when requested. Although a different variety of calls continue to broaden the City's responses, the department has been able to successfully address them with available resources. If the situation extends beyond the departments capabilities, the City is a member of the Carver County and State Mutual Aid plan that can provide resources anywhere in the state should the need arise.

## **Profile:**

The fire department has a roster of 39 members who are "Paid On Call". The fire fighters are paid for responding to emergency calls and required training but are not paid for attending meetings. All members are required to become State Certified FF I , FF II, Haz-Mat Operations and be trained medically to the level of First Responder. The department is led by the Fire Chief, two Assistant Chiefs, three Lieutenants, four Captains, and one Secretary. A portion of the City's mechanic position is also allocated to the fire department (.05 FTE).

# Costing Center Summary

Costing Center: 101-423 Fire Dept

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3031	Fire Dept Fee	Increased	100.00 %	250	500
3033	Fire Township Contract Fees	Increased	22.08 %	77,000	94,000
3035	Donations	Increased	150.00 %	200	500
3059	Refunds & Reimbursements	Increased	50.81 %	3,395	5,120
<b>Total Revenues:</b>				<b>80,845</b>	<b>100,120</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	6.82 %	2,697	2,881
4003	Part Time Wages	Increased	2.63 %	110,553	113,463
4011	PERA Contributions	Increased	6.40 %	203	216
4013	FICA	Increased	2.72 %	8,664	8,900
4015	Pension Contributions	Unchanged	0.00 %	10,000	10,000
4017	Worker's Comp	Increased	51.62 %	13,850	21,000
4019	Employee Benefits	Increased	4,178.04 %	337	14,417
4023	Operating Supplies	Unchanged	0.00 %	14,500	14,500
4025	Fees & License	Increased	88.40 %	3,320	6,255
4029	Repairs & Maintenance	Increased	3.95 %	24,700	25,675
4035	Communications	Increased	22.22 %	4,500	5,500
4039	Equipment	Increased	40.63 %	36,300	51,050
4040	Fuel	Increased	12.38 %	10,500	11,800
4041	Training & Education	Increased	40.75 %	18,835	26,510
4043	Travel & Mileage	Increased	0.63 %	15,800	15,900
4045	Printing & Publishing	Unchanged	0.00 %	350	350
4047	Liability Insurance	Unchanged	0.00 %	10,500	10,500
4053	Subscriptions & Memberships	Increased	4.27 %	2,386	2,488
4062	Inspection Services	Increased	9.09 %	5,500	6,000
4079	Medical Testing	Unchanged	0.00 %	5,200	5,200
4081	Equipment Testing	Unchanged	0.00 %	13,225	13,225
4085	Uniforms	Increased	4.44 %	4,500	4,700
<b>Total Expenditures:</b>				<b>316,420</b>	<b>370,530</b>

# Costing Center Summary

Costing Center: 101-423 Fire Dept

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3031 - Fire Dept Fee	Lock box sales, fees for fire reports, events		500
3033 - Fire Township Contract Fees	Waconia and Laketown Township Fire Service Contract Fees		94,000
3059 - Refunds & Reimbursements	Minnesota Board of Fire Training and Education (MBFTE) Training Reimbursement		5,120
		<b>Total:</b>	<b>99,620</b>
<b>Donations</b>			
3035 - Donations	Misc Donations		500
		<b>Total:</b>	<b>500</b>
		<b>Total Revenues:</b>	<b>100,120</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Fire Wages		2,881
4003 - Part Time Wages	Firefighter Training Compensation (37x24x\$15)	13,320	
4003 - Part Time Wages	Firefighter Wages & Training (7,272 Hours)	83,919	
4003 - Part Time Wages	Officers Salaries	16,224	
			113,463
		<b>Total:</b>	<b>116,344</b>
<b>Benefits</b>			
4011 - PERA Contributions	Mechanic PERA (5%)		216
4013 - FICA	Fire FICA		8,900
4015 - Pension Contributions	2016 Voluntary Contribution		10,000
4017 - Worker's Comp			21,000
4019 - Employee Benefits	ACA Compliance Health Benefits Contingency	13,774	
4019 - Employee Benefits	Fire Health Benefits	643	
			14,417
		<b>Total:</b>	<b>54,533</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	General operating supplies that include cleaning material & supplies for the station and apparatus, office supplies, fire safety material, some PPE, medical supplies, foam, epi pens, AED pads, road flares, batteries for equipment and tools, bulbs, ice, water & Gatorade for hydration, blades for power tools, pager cases, radio mics, hose gaskets, turnout & gear repairs & detergent, paper products and soaps for restrooms, etc.		14,500
4025 - Fees & License	7 New FFs - Certification Testing (Increase in Fees by MFSCB)	1,610	
4025 - Fees & License	Annual County CIS maintenance fee for Image Trend/CAD Interface	375	
4025 - Fees & License	Blue Card Command Certification Fees	1,680	
4025 - Fees & License	Fee for Annual Radio Usage - 31 x \$35	1,085	
4025 - Fees & License	FF Testing, certifications, re-certifications includes 5 FAO certifications (125 each) (MSFCB Increase in Fees)	1,375	

# Costing Center Summary

Costing Center: 101-423 Fire Dept

4025 - Fees & License	License Tabs	120	
4025 - Fees & License	Shop Air Compressor Annual State fee	10	
			6,255
4029 - Repairs & Maintenance	Maintenance and repairs on equipment, apparatus, radios, turnout gear, pagers, power tools. Upgrades to Emergency lighting on apparatus.	20,475	
4029 - Repairs & Maintenance	Replacement of Tires for Apparatus	5,200	
			25,675
4035 - Communications	Active 911 Service, County Enhanced CAD/Image Trend Updates	600	
4035 - Communications	Verizon Service - 2 new iPads, Cell phone, 1/3 Chief and 100% for Assistant Chief Ops. Air Card Service (X6) Ipad (Rescue 11), ipad C-11, iPad Engine 11, iPad Rescue 12, iPad Chief SUV. iPad Tower 11	4,900	
			5,500
4039 - Equipment	10 pr. of bunker boots	4,125	
4039 - Equipment	10 sets of Turn Out Gear	19,500	
4039 - Equipment	Continue replacement of portable Radios, 2 per year @,4,500 Current Motorola XTS 5000 radio being discontinued.	9,000	
4039 - Equipment	Hose, Nozzles (Replacement Failed Lengths)	5,200	
4039 - Equipment	Nomex hoods, structural FF gloves, extrication gloves	1,000	
4039 - Equipment	Replacement 3 AEDs	4,425	
4039 - Equipment	Replacement Cold Water Rescue Suits & Life Jackets	3,300	
4039 - Equipment	Replacement of 10 Helmets	4,500	
			51,050
4040 - Fuel	Fuel, oils, lubricants and fluids for apparatus, boats, power tools and equipment.(Increase for added Chief SUV)		11,800
4041 - Training & Education	1001 Training - 7 New FFs (\$650 each)	4,550	
4041 - Training & Education	2 Chiefs to VCOS Symposium	750	
4041 - Training & Education	Annual required training	750	
4041 - Training & Education	Apparatus Driving Training (\$300 x 6 FF)	1,800	
4041 - Training & Education	FDIC Conference (4 FF)	2,490	
4041 - Training & Education	Fire Apparatus Operator Course (5 FF)	3,750	
4041 - Training & Education	Medical Training from EMTS (\$150 FF/year)	5,550	
4041 - Training & Education	MSFCA Conf. (4 FF \$260)	1,040	
4041 - Training & Education	MSFCA Officer Development School (3 FF @ \$200)	600	
4041 - Training & Education	MSFDA Conv. (3 FF@ \$260)	780	
4041 - Training & Education	Officer Blue Card Command Training (First arriving officer command and control training)	3,000	
4041 - Training & Education	Training materials, videos, software	1,450	
			26,510
4043 - Travel & Mileage	2 Chiefs to VCOS Seminar	2,200	
4043 - Travel & Mileage	4 firefighters to FDIC	4,000	
4043 - Travel & Mileage	MSFCA Conference (4FF)	2,400	
4043 - Travel & Mileage	MSFDA Conv. (4 FF)	1,800	

# Costing Center Summary

Costing Center: 101-423 Fire Dept

4043 - Travel & Mileage	NFPA 1001 and First Responder Training mileage, Regional, sectional, mutual aid & committee meetings, mileage to training sites, training officer's meetings, misc. mileage for dept. business, Region and section school housing, meals etc.	5,500	
			15,900
4045 - Printing & Publishing	Dept. letterhead, envelopes, response forms, special needs		350
4047 - Liability Insurance	Insurance		10,500
4053 - Subscriptions & Memberships	Annual Dues for the Volunteer FF's Benefit Association	296	
4053 - Subscriptions & Memberships	Association of Minnesota Emergency Manager dues for Chief	150	
4053 - Subscriptions & Memberships	Blaze, MN Fire Publication periodical	560	
4053 - Subscriptions & Memberships	Carver County Mutual Aid Assoc.	250	
4053 - Subscriptions & Memberships	MSFCA Association Membership Dues	592	
4053 - Subscriptions & Memberships	MSFDA Association Membership Dues	260	
4053 - Subscriptions & Memberships	NFPA Association Membership Dues	330	
4053 - Subscriptions & Memberships	United Firefigther's Regional Assoc. dues	50	
			2,488
4079 - Medical Testing	Annual health surveillance, new FF screening, annual physicals		5,200
4081 - Equipment Testing	Annual testing of apparatus, pumps, hose, ladders, aerial Platform, aerial lift, hoist, face pieces, annual air analysis, air tanks, SCBA's, vacuum Breaker, Air Compressor and other equip, as needed and required.		13,225
4085 - Uniforms	Dress Uniforms for new firefighters. Duty Uniforms for new fire fighters. Funds for replacement of worn Duty wear items. These funds previously identified in operating supplies line item.		4,700
		<b>Total:</b>	<b>193,653</b>
<b>Contracted Services</b>			
4062 - Inspection Services	Contractual inspection services for businesses, industrial, institutional, educational and rental property which is contracted out by the city.		6,000
		<b>Total:</b>	<b>6,000</b>
		<b>Total Expenditures:</b>	<b>370,530</b>
		<b>Net Total:</b>	<b>(270,410)</b>

# Costing Center Summary

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*Costing Center: 101-425 Building Inspections*

**Previous Costing Center:** 101-425 Building  
Inspections

**Department:** Community Development

**Division:** Building Inspections

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-425

**Approved:** Yes

**Manager:** Lane Braaten

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## **Purpose:**

To carry out the enforcement of State Building Codes, City Rental Ordinance, Fire Inspections and Soil and Erosion Control Inspections. Provide efficient and thorough review of construction plans and thorough on site inspections to insure construction is building code compliant and answer citizen questions pertaining to construction issues. Monitor and inspect all construction projects until certificates of occupancy can be issued.

## **Profile:**

The City of Waconia contracts with a third party for this service.

# Costing Center Summary

Costing Center: 101-425 Building Inspections

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3015	Building Permit & Plan Check	Decreased	0.41 %	615,750	613,250
3017	Bldg Permit Erosion Control	Increased	33.33 %	9,000	12,000
<b>Total Revenues:</b>				<b>624,750</b>	<b>625,250</b>
<b>Expenditures</b>					
4069	Contract Services	Decreased	0.41 %	184,725	183,975
<b>Total Expenditures:</b>				<b>184,725</b>	<b>183,975</b>

# Costing Center Summary

Costing Center: 101-425 Building Inspections

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Licenses and Permits</b>			
3015 - Building Permit & Plan Check	Building Permits-Commercial	175,000	
3015 - Building Permit & Plan Check	Building Permits-General	195,000	
3015 - Building Permit & Plan Check	Building Permits-Residential (estimated 70 New Homes)	225,000	
3015 - Building Permit & Plan Check	Rental Inspections (365 at \$50 per unit)	18,250	
			613,250
3017 - Bldg Permit Erosion Control			12,000
		<b>Total:</b>	<b>625,250</b>
		<b>Total Revenues:</b>	<b>625,250</b>
<b>Expenditures</b>			
<b>Contracted Services</b>			
4069 - Contract Services	Third Party Inspection Contract		183,975
		<b>Total:</b>	<b>183,975</b>
		<b>Total Expenditures:</b>	<b>183,975</b>
		<b>Net Total:</b>	<b>441,275</b>

# Costing Center Summary

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*Costing Center: 101-427 Community Safety*

**Previous Costing Center:** 101-427 Community Safety

**Department:** Public Safety

**Division:** Community Safety

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-427

**Approved:** Yes

**Manager:** Susan Arntz

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## **Purpose:**

The budget provides for the cost of maintaining the civil defense sirens. The City pays for electricity costs, maintenance, and upgrades for each siren in the community.

## **Profile:**

Community safety expenditures related to the City's defense sirens.

# Costing Center Summary

Costing Center: 101-427 Community Safety

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
4029	Repairs & Maintenance	Unchanged	0.00 %	1,000	1,000
4049	Electricity & Natural Gas	Unchanged	0.00 %	90	90
4069	Contract Services	Unchanged	0.00 %	900	900
<b>Total Expenditures:</b>				<b>1,990</b>	<b>1,990</b>

# Costing Center Summary

Costing Center: 101-427 Community Safety

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4029 - Repairs & Maintenance	Civil Defense Sirens		1,000
4049 - Electricity & Natural Gas	Civil Defense Sirens		90
		<b>Total:</b>	<b>1,090</b>
<b>Contracted Services</b>			
4069 - Contract Services	Service Contract with Countryside Vet		900
		<b>Total:</b>	<b>900</b>
		<b>Total Expenditures:</b>	<b>1,990</b>
		<b>Net Total:</b>	<b>(1,990)</b>

# Costing Center Summary

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*Costing Center: 101-431 Streets*

**Previous Costing Center:** 101-431 Streets

**Department:** Public Services

**Division:** Public Services-Streets

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-431

**Approved:** Yes

**Manager:** Craig Eldred

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The Streets department maintains and repairs city streets and alleys, storm sewers, public property, and City equipment, and coordinates the maintenance and replacement of street lights. Its duties include street and alley repair, seal coating, street sweeping, snow and ice control, and traffic sign maintenance. There are approximately 48 miles of streets, 14 miles of sidewalks, and 47 miles of storm water pipes within the City.

## **Profile:**

The Streets department consists of the Public Services Director (.20 FTE), Maintenance Supervisor (.50 FTE), Maintenance Workers (4.5 FTE), Mechanic (.31 FTE), Maintenance Technician (.50 FTE), Office Assistant (.75 FTE), and Seasonal Maintenance Workers (.36 FTE).

# Costing Center Summary

Costing Center: 101-431 Streets

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3018	Aid	Decreased	8.90 %	20,500	18,675
3037	Maintenance Chargebacks	Increased	150.00 %	10,000	25,000
3058	Composting Fees	Unchanged	0.00 %	3,900	3,900
3070	Grant Proceeds	Unchanged	0.00 %	6,700	6,700
<b>Total Revenues:</b>				<b>41,100</b>	<b>54,275</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	7.80 %	336,886	363,170
4003	Part Time Wages	Increased	2.51 %	9,870	10,118
4011	PERA Contributions	Increased	7.80 %	25,267	27,238
4013	FICA	Increased	5.60 %	27,042	28,557
4017	Worker's Comp	Increased	47.06 %	17,000	25,000
4019	Employee Benefits	Increased	10.14 %	70,589	77,746
4023	Operating Supplies	Increased	9.89 %	45,500	50,000
4024	Merchandise for Resale	New this year		0	15,000
4025	Fees & License	Increased	91.67 %	2,400	4,600
4029	Repairs & Maintenance	Increased	7.50 %	40,000	43,000
4035	Communications	Unchanged	0.00 %	2,000	2,000
4037	Postage	Unchanged	0.00 %	700	700
4039	Equipment	Unchanged	0.00 %	7,700	7,700
4040	Fuel	Unchanged	0.00 %	45,000	45,000
4041	Training & Education	Increased	37.50 %	4,000	5,500
4043	Travel & Mileage	Unchanged	0.00 %	500	500
4045	Printing & Publishing	Unchanged	0.00 %	800	800
4047	Liability Insurance	Unchanged	0.00 %	24,000	24,000
4053	Subscriptions & Memberships	Unchanged	0.00 %	1,200	1,200
4057	Engineering Services	Unchanged	0.00 %	17,500	17,500
4069	Contract Services	Unchanged	0.00 %	47,000	47,000
4071	Rental/Leasing Cost	Unchanged	0.00 %	1,500	1,500
4073	Waste Disposal/Recycling	Unchanged	0.00 %	550	550
4074	Sand/Salt	Increased	20.51 %	39,000	47,000
4078	Road Signage/Striping	Unchanged	0.00 %	13,000	13,000
4084	Composting	Unchanged	0.00 %	4,500	4,500
4085	Uniforms	Unchanged	0.00 %	2,850	2,850
4094	Seal Coating/Overlay	Increased	1.08 %	111,200	112,400
<b>Total Expenditures:</b>				<b>897,554</b>	<b>978,129</b>

# Costing Center Summary

Costing Center: 101-431 Streets

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Intergovernmental</b>			
3018 - Aid	MNDOT Maintenance & Carver County		18,675
		<b>Total:</b>	<b>18,675</b>
<b>Charges for Services</b>			
3037 - Maintenance Chargebacks	Additional Sales of Winter De-icing Liquids & Other Service Bill Backs	10,000	
3037 - Maintenance Chargebacks	Street Signs Sold - Development Driven Costs	15,000	
			25,000
3058 - Composting Fees			3,900
		<b>Total:</b>	<b>28,900</b>
<b>Grants</b>			
3070 - Grant Proceeds	Carver County Compost Grant		6,700
		<b>Total:</b>	<b>6,700</b>
		<b>Total Revenues:</b>	<b>54,275</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Streets Wages		363,170
4003 - Part Time Wages	PT Snowplowing EE's (350 Hours)	4,722	
4003 - Part Time Wages	Seasonal Storm Water-Street Maintenance Worker Wages (50% - 800 Hours)	5,396	
			10,118
		<b>Total:</b>	<b>373,288</b>
<b>Benefits</b>			
4011 - PERA Contributions	Streets PERA		27,238
4013 - FICA	Streets FICA		28,557
4017 - Worker's Comp	Streets Workers Comp		25,000
4019 - Employee Benefits	Streets Health Benefits		77,746
		<b>Total:</b>	<b>158,541</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Gravel, rock, oil, asphalt, sand, equipment supplies, cleaning supplies, cellphone upgrades, paper, barricades, safety cones		50,000
4024 - Merchandise for Resale	Street Signage Purchased For Developments For Resale		15,000
4025 - Fees & License	800 MHZ User fee	200	
4025 - Fees & License	Data Collection Vehicle Activities AVL Four Months of Service	3,800	
4025 - Fees & License	PCA permit	600	
			4,600
4029 - Repairs & Maintenance	Equipment Repairs Internal/Preventive Maintenance		43,000
4035 - Communications	Cell phones		2,000
4037 - Postage	Mailing fees		700

# Costing Center Summary

Costing Center: 101-431 Streets

4039 - Equipment	Misc. Small Equipment, Specialized Mechanic Tool Assistance	3,700	
4039 - Equipment	Safety Equipment for Road Maintenance Activities	4,000	
			7,700
4040 - Fuel	Fuels and Lubricants		45,000
4041 - Training & Education	Ash borer, Sign retroreflectivity, LTAP, Mechanic Training, Snow Conference, National APWA in Minneapolis		5,500
4043 - Travel & Mileage	Mileage reimbursement		500
4045 - Printing & Publishing	Article for public education-winter parking		800
4047 - Liability Insurance			24,000
4053 - Subscriptions & Memberships	Misc Publications, W&S License, memberships to American Public Works Association and Minnesota Street Superintendent Association and Fleet Membership		1,200
4071 - Rental/Leasing Cost	Equipment rental		1,500
4073 - Waste Disposal/Recycling	Recycling material		550
4074 - Sand/Salt	Road salt and liquid chemicals for snow and ice control; Salt 2016 500 Ton @74.31		47,000
4078 - Road Signage/Striping	Signs Traffic Safety Improvements	6,000	
4078 - Road Signage/Striping	Street Sign Retroreflectivity Requirement, Second Speed Sign Sparrow Road	7,000	
			13,000
4084 - Composting	Compost collection, roll offs		4,500
4085 - Uniforms	Employee Uniforms		2,850
4094 - Seal Coating/Overlay	Crack Sealing of Streets to maintain PCI rating	25,000	
4094 - Seal Coating/Overlay	JPA Costs: Seal Coating Community Roadway Assets	75,400	
4094 - Seal Coating/Overlay	JPA Costs: Street Striping & Symbols Installation	12,000	
			112,400
		<b>Total:</b>	<b>381,800</b>
<b>Contracted Services</b>			
4057 - Engineering Services	25% Review of PCI for Streets, Cartegraph support, Sign Reflectivity	6,500	
4057 - Engineering Services	Consulting engineering	11,000	
			17,500
4069 - Contract Services	Material hauling, snow hauling	17,000	
4069 - Contract Services	Outsourced Concrete Work	10,000	
4069 - Contract Services	Sidewalk Inspection/Trip Hazard Abatement	8,000	
4069 - Contract Services	Vehicle Maintenance	12,000	
			47,000
		<b>Total:</b>	<b>64,500</b>
		<b>Total Expenditures:</b>	<b>978,129</b>
		<b>Net Total:</b>	<b>(923,854)</b>

# Costing Center Summary

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Costing Center: 101-441 Parks

**Previous Costing Center:** 101-441 Parks

**Department:** Public Services

**Division:** Public Services-Parks

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-441

**Approved:** Yes

**Manager:** Craig Eldred

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## **Purpose:**

To provide quality maintenance and safe operational amenities within the City's 20 neighborhood and 4 community parks. Maintain 13.1 miles of trails that are designed to ensure that citizens are able to walk and bicycle throughout the community. Waconia Parks & Recreation Commission reviews current and future community park and recreation needs, programs and facilities and recommends action to promote the implementation of the City's park, trail, and recreation plans.

## **Profile:**

The Parks department consists of the Public Services Director (.12 FTE), Maintenance Workers (2.5 FTE), Mechanic (.15 FTE), and Seasonal Maintenance Workers (.77 FTE).

# Costing Center Summary

Costing Center: 101-441 Parks

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3059	Refunds & Reimbursements	Unchanged	0.00 %	500	500
<b>Total Revenues:</b>				<b>500</b>	<b>500</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	3.97 %	156,150	162,342
4003	Part Time Wages	Increased	53.76 %	21,056	32,376
4011	PERA Contributions	Increased	3.96 %	11,712	12,176
4013	FICA	Increased	9.88 %	13,557	14,896
4017	Worker's Comp	Increased	55.17 %	2,900	4,500
4019	Employee Benefits	Increased	5.68 %	33,708	35,622
4023	Operating Supplies	Unchanged	0.00 %	17,000	17,000
4025	Fees & License	Unchanged	0.00 %	800	800
4029	Repairs & Maintenance	Increased	137.12 %	21,700	51,454
4035	Communications	Increased	212.50 %	800	2,500
4037	Postage	Unchanged	0.00 %	100	100
4039	Equipment	Unchanged	0.00 %	27,000	27,000
4040	Fuel	Unchanged	0.00 %	20,000	20,000
4041	Training & Education	Increased	46.15 %	2,600	3,800
4047	Liability Insurance	Unchanged	0.00 %	35,000	35,000
4057	Engineering Services	Unchanged	0.00 %	4,500	4,500
4069	Contract Services	Increased	10.75 %	18,600	20,600
4071	Rental/Leasing Cost	Increased	25.00 %	4,000	5,000
4085	Uniforms	Unchanged	0.00 %	650	650
<b>Total Expenditures:</b>				<b>391,833</b>	<b>450,316</b>

# Costing Center Summary

Costing Center: 101-441 Parks

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3059 - Refunds & Reimbursements			500
		<b>Total:</b>	<b>500</b>
		<b>Total Revenues:</b>	<b>500</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Parks Wages		162,342
4003 - Part Time Wages	Seasonal Parks Maintenance Worker (1) Wages (800 Hours)	10,792	
4003 - Part Time Wages	Seasonal Parks Maintenance Worker (2) Wages (800 Hours)	10,792	
4003 - Part Time Wages	Seasonal Parks Maintenance Worker (3) Wages (800 Hours)	10,792	
			32,376
		<b>Total:</b>	<b>194,718</b>
<b>Benefits</b>			
4011 - PERA Contributions	Parks PERA		12,176
4013 - FICA	Parks FICA		14,896
4017 - Worker's Comp	Parks Workers Comp		4,500
4019 - Employee Benefits	Parks Health Benefits		35,622
		<b>Total:</b>	<b>67,194</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Supplies		17,000
4025 - Fees & License	Two Months Vehicle & Equipment Tracking AVL		800
4029 - Repairs & Maintenance	General Equipment Repairs	21,700	
4029 - Repairs & Maintenance	Trail Improvements Annual Reconstruction & Fog Sealing	29,754	
			51,454
4035 - Communications	Cell phones, Al, Hans, and Mike Phone upgrades and one addition for 2016		2,500
4037 - Postage			100
4039 - Equipment	Park maintenance and equipment repairs	6,000	
4039 - Equipment	Replacement of Park Amenities Per-Management Plan	21,000	
			27,000
4040 - Fuel			20,000
4041 - Training & Education	Pesticide Recertification, MPRA, APWA National Conference	1,500	
4041 - Training & Education	Tree Inspector Recertification and Play Ground Inspection Training	2,300	
			3,800
4047 - Liability Insurance			35,000
4071 - Rental/Leasing Cost	Aeration Equipment With Over Seeding Capabilities Rental	1,000	
4071 - Rental/Leasing Cost	Portable Sanitation, Brook Peterson/Cedar Point	4,000	
			5,000

# Costing Center Summary

Costing Center: 101-441 Parks

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4085 - Uniforms		650
	<b>Total:</b>	<b>163,304</b>
<b>Contracted Services</b>		
4057 - Engineering Services	Trail Rating and Misc. Service	4,500
4069 - Contract Services	Driving and Drug Screening	200
4069 - Contract Services	Herbicide Application Services	3,500
4069 - Contract Services	Lighting Repairs and Maintenance at Parks (including City Square Park)	4,900
4069 - Contract Services	Reitz Lake Native Restoration Project - Phase 1	12,000
		<u>20,600</u>
	<b>Total:</b>	<b>25,100</b>
	<b>Total Expenditures:</b>	<b>450,316</b>
	<b>Net Total:</b>	<b>(449,816)</b>

# Costing Center Summary

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*Costing Center: 101-445 Central Facility*

**Previous Costing Center:** 101-445 Central Facility

**Department:** Administrative Services

**Division:** Central Facilities

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-445

**Approved:** Yes

**Manager:** Susan Arntz

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## **Purpose:**

Allocate resources for general phone system, facility leasing or rentals, building maintenance and repairs, and facility alarm monitoring.

## **Profile:**

The Central Facility department tracks general fund expenditures that may not be specific to one department. Expenditures are for the operation of the City's facilities including the City Hall building, Public Services building, and the City's rental property located at 1250 Highway 284, Waconia.

# Costing Center Summary

Costing Center: 101-445 Central Facility

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3039	Rental Fees	Increased	5.76 %	58,520	61,891
<b>Total Revenues:</b>				<b>58,520</b>	<b>61,891</b>
<b>Expenditures</b>					
4023	Operating Supplies	Increased	35.00 %	5,000	6,750
4029	Repairs & Maintenance	Decreased	18.24 %	47,700	39,000
4035	Communications	Unchanged	0.00 %	10,500	10,500
4039	Equipment	Increased	117.07 %	8,200	17,800
4040	Fuel	New this year		0	1,200
4041	Training & Education	Decreased	25.00 %	1,200	900
4047	Liability Insurance	Unchanged	0.00 %	21,400	21,400
4049	Electricity & Natural Gas	Decreased	6.03 %	99,500	93,500
4060	Contracted Maintenance	Increased	37.31 %	40,202	55,202
4069	Contract Services	Increased	140.00 %	100	240
4071	Rental/Leasing Cost	Increased	1.95 %	52,180	53,200
4081	Equipment Testing	Unchanged	0.00 %	6,329	6,329
<b>Total Expenditures:</b>				<b>292,311</b>	<b>306,021</b>

# Costing Center Summary

Costing Center: 101-445 Central Facility

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3039 - Rental Fees	City Hall Room Rentals	8,500	
3039 - Rental Fees	Facility lease: Former PW building/Ridgeview Ambulance (Increases June 2016)	39,291	
3039 - Rental Fees	Facility lease: Former PW CAM Charges	14,100	
			61,891
		<b>Total:</b>	<b>61,891</b>
		<b>Total Revenues:</b>	<b>61,891</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4023 - Operating Supplies	Light bulbs, paint, irrigation parts, restroom supplies		6,750
4029 - Repairs & Maintenance	City Hall Maintenance	9,000	
4029 - Repairs & Maintenance	Contract Maintenance Services	10,000	
4029 - Repairs & Maintenance	Fire Station Maintenance	4,000	
4029 - Repairs & Maintenance	Old Public Works Facility	4,000	
4029 - Repairs & Maintenance	Public Services Maintenance	12,000	
			39,000
4035 - Communications	CarverLink Phone Service		10,500
4039 - Equipment	Fire Station Unit Heater Replacement (2)	8,800	
4039 - Equipment	Replacement Tables and Chairs for Fire Station	9,000	
			17,800
4040 - Fuel	Generator Fuel - Public Services, Fire Station, City Hall		1,200
4041 - Training & Education	Regional Safety Training		900
4047 - Liability Insurance	Carver CDA Additional Insurance for CH Building	4,500	
4047 - Liability Insurance	City Hall Facility	7,600	
4047 - Liability Insurance	Fire Station Facility	1,500	
4047 - Liability Insurance	Former PW facility	2,000	
4047 - Liability Insurance	Parking Ramp Facility	1,000	
4047 - Liability Insurance	Public Works Facility (Street/Parks Portion)	4,800	
			21,400
4049 - Electricity & Natural Gas	City Hall Electric/Gas	36,000	
4049 - Electricity & Natural Gas	Fire Station Electric/Gas	14,500	
4049 - Electricity & Natural Gas	Former PW facility	13,000	
4049 - Electricity & Natural Gas	Park Facility Electric	8,000	
4049 - Electricity & Natural Gas	Public Services Electric/Gas	22,000	
			93,500
4071 - Rental/Leasing Cost	Copiers/White Board @ City Hall & Public Services	11,000	
4071 - Rental/Leasing Cost	Senior Dining Lease for Legion	7,200	
4071 - Rental/Leasing Cost	Senior Housing Subsidy Payment	35,000	
			53,200
4081 - Equipment Testing	Elevator Operator Permit: Public Svc & Fire Station	400	
4081 - Equipment Testing	Elevator Service: Public Svc & Fire	3,465	

# Costing Center Summary

Costing Center: 101-445 Central Facility

4081 - Equipment Testing	Fire Alarm Monitoring & Testing: WTP/IA/Fire	1,889	
4081 - Equipment Testing	Fire Extinguisher Testing: City Hall, Public Svc, Fire Station	337	
4081 - Equipment Testing	Tox Alert Testing (PS)	238	
			6,329
		<b>Total:</b>	<b>250,579</b>
<b>Contracted Services</b>			
4060 - Contracted Maintenance	Carpet Cleaning & Flooring Wax (CH, PS, Library, FS)	5,000	
4060 - Contracted Maintenance	City Hall/Library Cleaning-3 days per week	17,800	
4060 - Contracted Maintenance	Fire Station Cleaning - 2 days per month	2,200	
4060 - Contracted Maintenance	Garage Door Inspections - (PS, IA, FS, WTP)	2,300	
4060 - Contracted Maintenance	Generator Inspection Services for Fire Station and	2,200	
4060 - Contracted Maintenance	HVAC Preventative Maint. Contract (CH, PS, FS, WTP)	16,000	
4060 - Contracted Maintenance	Public Services Cleaning-2 days per week	7,452	
4060 - Contracted Maintenance	Window Cleaning (CH, Library, FS)	2,250	
			55,202
4069 - Contract Services	City Shredding Service		240
		<b>Total:</b>	<b>55,442</b>
		<b>Total Expenditures:</b>	<b>306,021</b>
		<b>Net Total:</b>	<b>(244,130)</b>

# Costing Center Summary

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*Costing Center: 101-000 Transfers*

**Previous Costing Center:** 101-000 Transfers

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 101-000

**Approved:** Yes

**Manager:** Nicole Lueck

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## **Purpose:**

Transfers-out provide resources for recreation activities in the Safari Island and Ice Arena funds and the City's capital equipment needs. Transfers-in to the general fund are from the utility enterprise funds for administrative costs such as human resources, technology, payroll, purchasing, and fixed asset management.

## **Profile:**

Interfund Transfers in and out of the general fund provide revenue for and from other funds.

# Costing Center Summary

Costing Center: 101-000 Transfers

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3073	Interfund Transfer In	Unchanged	0.00 %	333,200	333,200
<b>Total Revenues:</b>				<b>333,200</b>	<b>333,200</b>
<b>Expenditures</b>					
4097	Interfund Transfer Out	Decreased	6.52 %	1,533,000	1,433,000
<b>Total Expenditures:</b>				<b>1,533,000</b>	<b>1,433,000</b>

# Costing Center Summary

Costing Center: 101-000 Transfers

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Transfers In</b>			
3073 - Interfund Transfer In	From Lodging Tax Fund	2,200	
3073 - Interfund Transfer In	From PIR Debt Fund	100,000	
3073 - Interfund Transfer In	From Sewer Fund	88,000	
3073 - Interfund Transfer In	From Stormwater Fund	55,000	
3073 - Interfund Transfer In	From Water Fund	88,000	
			333,200
		<b>Total:</b>	<b>333,200</b>
		<b>Total Revenues:</b>	<b>333,200</b>
<b>Expenditures</b>			
<b>Transfers Out</b>			
4097 - Interfund Transfer Out	Capital Equipment	400,000	
4097 - Interfund Transfer Out	Ice Arena Debt	430,000	
4097 - Interfund Transfer Out	Ice Arena Operating	153,000	
4097 - Interfund Transfer Out	Safari Island Debt	157,000	
4097 - Interfund Transfer Out	Safari Island Operating	293,000	
			1,433,000
		<b>Total:</b>	<b>1,433,000</b>
		<b>Total Expenditures:</b>	<b>1,433,000</b>
		<b>Net Total:</b>	<b>(1,099,800)</b>

# Costing Center Summary

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*Costing Center: 103-000 PIR*

**Previous Costing Center:** 103-000 PIR

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 103-000

**Approved:** Yes

**Manager:** Nicole Lueck

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## **Purpose:**

This fund was established under MN State Statutes to provide for the tracking and reporting of capital improvement projects for infrastructure and facility. Debt obligations are paid from special assessment and special debt levy tax sources within the PIR Debt Fund.

## **Profile:**

A capital fund for public improvement purchases.

# Costing Center Summary

Costing Center: 103-000 PIR

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3018	Aid	Not used this year		660,000	0
3035	Donations	Not used this year		50,000	0
3036	Developers Cost Apportion	Not used this year		1,723,000	0
3063	Interest from Investments	Unchanged	0.00 %	7,000	7,000
3070	Grant Proceeds	Not used this year		5,200,000	0
3073	Interfund Transfer In	Decreased	45.47 %	3,889,306	2,120,994
<b>Total Revenues:</b>				<b>11,529,306</b>	<b>2,127,994</b>
<b>Expenditures</b>					
4045	Printing & Publishing	Unchanged	0.00 %	1,000	1,000
4057	Engineering Services	Unchanged	0.00 %	35,000	35,000
4069	Contract Services	Decreased	22.00 %	40,000	31,200
4097	Interfund Transfer Out	Not used this year		103,000	0
4103	Building Acquisition	Not used this year		1,100,000	0
4107	Cost of Construction	Decreased	81.66 %	10,172,193	1,865,606
<b>Total Expenditures:</b>				<b>11,451,193</b>	<b>1,932,806</b>

# Costing Center Summary

Costing Center: 103-000 PIR

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Financing</b>			
3063 - Interest from Investments			7,000
		<b>Total:</b>	<b>7,000</b>
<b>Transfers In</b>			
3073 - Interfund Transfer In	Bond Proceeds - 2016 Infrastructure Project & Hilks Lake Trail	1,720,994	
3073 - Interfund Transfer In	From PIR Debt Fund	400,000	
			2,120,994
		<b>Total:</b>	<b>2,120,994</b>
		<b>Total Revenues:</b>	<b>2,127,994</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4045 - Printing & Publishing	Project notifications		1,000
		<b>Total:</b>	<b>1,000</b>
<b>Contracted Services</b>			
4057 - Engineering Services	Closed Capital Project Additional Expenditures	5,000	
4057 - Engineering Services	Feasibility Study - 2017 Infrastructure Project	30,000	
			35,000
4069 - Contract Services	City Hall Roof Repairs	27,000	
4069 - Contract Services	Tax Payments - Land Held for Resale	4,200	
			31,200
		<b>Total:</b>	<b>66,200</b>
<b>Capital Outlay &amp; Development</b>			
4107 - Cost of Construction	2016 Infrastructure Project	1,600,000	
4107 - Cost of Construction	CSAH 10/Hilks Lake/Waconia Parkway - Trail Connection (New)	92,600	
4107 - Cost of Construction	Vista Boulevard Median Extension	28,394	
4107 - Cost of Construction	Hilks Lake Park Equipment Replacement	85,000	
4107 - Cost of Construction	Safari Island Lobby Floor Replacement & Front Desk	50,500	
4107 - Cost of Construction	SI Floor Refinishing Project (Carry Over from 2015 - Finish Work During 2016 Shutdown)	9,112	
			1,865,606
		<b>Total:</b>	<b>1,865,606</b>
		<b>Total Expenditures:</b>	<b>1,932,806</b>
		<b>Net Total:</b>	<b>195,188</b>

# Costing Center Summary

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*Costing Center: 105-000 Capital Equipment*

**Previous Costing Center:** 105-000 Capital  
Equipment

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 105-000

**Approved:** Yes

**Manager:** Nicole Lueck

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## **Purpose:**

This fund was established to provide for large capital equipment and vehicle purchases. Sources and uses are identified in the Capital Improvement Plan on an annual basis.

## **Profile:**

A capital fund for equipment and vehicle purchases.

# Costing Center Summary

Costing Center: 105-000 Capital Equipment

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3003	Delinquent Tax	Unchanged	0.00 %	500	500
3005	Special Debt Tax	Decreased	3.49 %	110,565	106,704
3059	Refunds & Reimbursements	New this year		0	3,900
3063	Interest from Investments	Unchanged	0.00 %	7,000	7,000
3073	Interfund Transfer In	Decreased	20.00 %	500,000	400,000
<b>Total Revenues:</b>				<b>618,065</b>	<b>518,104</b>
<b>Expenditures</b>					
4039	Equipment	New this year		0	67,000
4039C	Capital Equipment	Increased	116.45 %	373,530	808,490
4045	Printing & Publishing	Unchanged	0.00 %	1,000	1,000
4089	Bond Interest	Decreased	17.65 %	15,300	12,600
4090	Bond Principal	Unchanged	0.00 %	90,000	90,000
<b>Total Expenditures:</b>				<b>479,830</b>	<b>979,090</b>

# Costing Center Summary

Costing Center: 105-000 Capital Equipment

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3003 - Delinquent Tax			500
3005 - Special Debt Tax	Special Debt Levy for Aerial Ladder Truck		106,704
		<b>Total:</b>	<b>107,204</b>
<b>Charges for Services</b>			
3059 - Refunds & Reimbursements	LMCIT Insurance Reimbursement - WFD Boat		3,900
		<b>Total:</b>	<b>3,900</b>
<b>Financing</b>			
3063 - Interest from Investments			7,000
		<b>Total:</b>	<b>7,000</b>
<b>Transfers In</b>			
3073 - Interfund Transfer In	From General Fund		400,000
		<b>Total:</b>	<b>400,000</b>
		<b>Total Revenues:</b>	<b>518,104</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4039 - Equipment	Election Equipment (iPads)	10,000	
4039 - Equipment	Group Attachment Acquisitions (Public Services Equipment) (Project 471)	57,000	
			67,000
4045 - Printing & Publishing	Project notifications		1,000
		<b>Total:</b>	<b>68,000</b>
<b>Capital Outlay &amp; Development</b>			
4039C - Capital Equipment	City Hall Generator	85,250	
4039C - Capital Equipment	Fork Lift Truck (395)	18,000	
4039C - Capital Equipment	New Mower - Addition to Parks Fleet	61,000	
4039C - Capital Equipment	Replacement of 2001 Wheel Front Ender Loader (Project 71)	302,000	
4039C - Capital Equipment	Replacement of Bush Hog Disc Mower	11,500	
4039C - Capital Equipment	Replacement of Dump Truck - Unit #23 (Project 77)	250,740	
4039C - Capital Equipment	WFD Rescue Boat	80,000	
			808,490
		<b>Total:</b>	<b>808,490</b>
<b>Debt</b>			
4089 - Bond Interest	2011A Bonds - Aerial Ladder Truck		12,600
4090 - Bond Principal	2011A Bonds - Aerial Ladder Truck		90,000
		<b>Total:</b>	<b>102,600</b>
		<b>Total Expenditures:</b>	<b>979,090</b>
		<b>Net Total:</b>	<b>(460,986)</b>

# Costing Center Summary

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*Costing Center: 107-000 PEG*

**Previous Costing Center:** 107-000 PEG

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 107-000

**Approved:** Yes

**Manager:** Susan Arntz

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## **Purpose:**

Provide information to the public through the City's Cable Channel and website. Continue partnership with Crown College for cable broadcast. Maintain GovDelivery notification service.

## **Profile:**

There are no staff programmed to this special revenue fund budget.

# Costing Center Summary

Costing Center: 107-000 PEG

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3030	Franchise Fees	Unchanged	0.00 %	15,500	15,500
3063	Interest from Investments	Decreased	75.00 %	800	200
<b>Total Revenues:</b>				<b>16,300</b>	<b>15,700</b>
<b>Expenditures</b>					
4025	Fees & License	Unchanged	0.00 %	10,699	10,699
4039	Equipment	Unchanged	0.00 %	1,300	1,300
4069	Contract Services	Unchanged	0.00 %	1,000	1,000
<b>Total Expenditures:</b>				<b>12,999</b>	<b>12,999</b>

# Costing Center Summary

Costing Center: 107-000 PEG

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3030 - Franchise Fees	Mediacom Franchise Fees		15,500
		<b>Total:</b>	<b>15,500</b>
<b>Financing</b>			
3063 - Interest from Investments			200
		<b>Total:</b>	<b>200</b>
		<b>Total Revenues:</b>	<b>15,700</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4025 - Fees & License	Annual Project/License: Civics Plus Payment 3 of 3	9,439	
4025 - Fees & License	Annual Renewal: Alpha Video	1,200	
4025 - Fees & License	Annual Renewal: Vimeo	60	
			10,699
4039 - Equipment	Misc. Small Equipment		1,300
		<b>Total:</b>	<b>11,999</b>
<b>Contracted Services</b>			
4069 - Contract Services	Apollo/Alpha Video		1,000
		<b>Total:</b>	<b>1,000</b>
		<b>Total Expenditures:</b>	<b>12,999</b>
		<b>Net Total:</b>	<b>2,701</b>

# Costing Center Summary

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*Costing Center: 202-415 Revolving Loan - Economic Development*

**Previous Costing Center:** 202-415 Revolving Loan -  
Economic Development

**Department:** Community Development

**Division:** Economic Development

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 202-415

**Approved:** Yes

**Manager:** Nicole Lueck

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## **Purpose:**

The revolving loan fund program was developed in 1994 to assist Downtown Business owners with low interest rate loans for business development, expansion, and retention purposes.

## **Profile:**

A special revenue fund to track revenues and expenditures related to loans processed for economic development.

# Costing Center Summary

Costing Center: 202-415 Revolving Loan - Economic Development

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3027	Administrative Fees	Unchanged	0.00 %	1,000	1,000
3061	Fines	Unchanged	0.00 %	100	100
3063	Interest from Investments	Unchanged	0.00 %	6,000	6,000
3065	Interest from Receivables	Increased	1.67 %	30,000	30,500
<b>Total Revenues:</b>				<b>37,100</b>	<b>37,600</b>
<b>Expenditures</b>					
4023	Operating Supplies	Unchanged	0.00 %	200	200
4059	Legal Services	Unchanged	0.00 %	12,000	12,000
4069	Contract Services	Unchanged	0.00 %	500	500
<b>Total Expenditures:</b>				<b>12,700</b>	<b>12,700</b>

# Costing Center Summary

Costing Center: 202-415 Revolving Loan - Economic Development

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3027 - Administrative Fees			1,000
		<b>Total:</b>	<b>1,000</b>
<b>Fines and Forfeitures</b>			
3061 - Fines			100
		<b>Total:</b>	<b>100</b>
<b>Financing</b>			
3063 - Interest from Investments			6,000
3065 - Interest from Receivables			30,500
		<b>Total:</b>	<b>36,500</b>
		<b>Total Revenues:</b>	<b>37,600</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4023 - Operating Supplies			200
		<b>Total:</b>	<b>200</b>
<b>Contracted Services</b>			
4059 - Legal Services	Melchert Offices Preparing Documents		12,000
4069 - Contract Services			500
		<b>Total:</b>	<b>12,500</b>
		<b>Total Expenditures:</b>	<b>12,700</b>
		<b>Net Total:</b>	<b>24,900</b>

# Costing Center Summary

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*Costing Center: 210-441 Park Dedication*

**Previous Costing Center:** 210-441 Park Dedication

**Department:** Public Services

**Division:** Public Services-Parks

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 210-441

**Approved:** Yes

**Manager:** Craig Sinclair

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## **Purpose:**

A fund intended to secure money from developers who are unable to provide land for park or recreational purposes within their proposed developments. This money is then used to develop park and recreational facilities in other areas within the community.

## **Profile:**

The City undertook a detailed review of its expected needs and the costs for parkland, open space and trails, both in its most recent Comprehensive Plan and in the Hoisington Koegler Group, Inc., Park Dedication Fees Study of August, 1999. The result of this work is the current requirement of developers for payment in lieu of land.

# Costing Center Summary

Costing Center: 210-441 Park Dedication

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3063	Interest from Investments	Unchanged	0.00 %	500	500
<b>Total Revenues:</b>				<b>500</b>	<b>500</b>
<b>Expenditures</b>					
4107	Cost of Construction	Decreased	77.02 %	108,790	25,000
<b>Total Expenditures:</b>				<b>108,790</b>	<b>25,000</b>

# Costing Center Summary

Costing Center: 210-441 Park Dedication

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Financing</b>			
3063 - Interest from Investments			500
		<b>Total:</b>	<b>500</b>
		<b>Total Revenues:</b>	<b>500</b>
<b>Expenditures</b>			
<b>Capital Outlay &amp; Development</b>			
4107 - Cost of Construction	Final Construction Costs - Reitz Lake & Old Beach Lane Trail		25,000
		<b>Total:</b>	<b>25,000</b>
		<b>Total Expenditures:</b>	<b>25,000</b>
		<b>Net Total:</b>	<b>(24,500)</b>

# Costing Center Summary

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Costing Center: 231-443 Safari Island/Recreation

**Previous Costing Center:** 231-443 Safari  
Island/Recreation  
**Department:** Culture & Recreation  
**Division:** Recreation  
**Stage:** Approved

**Budget Year:** 2016  
**Accounting Reference:** 231-443  
**Approved:** Yes  
**Manager:** Craig Sinclair

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## Purpose:

A recreation facility offering pool, water slide, spa, gyms, fitness equipment, walking/running track, children's indoor play structure, meeting rooms, fitness classes and recreational programming.

## Profile:

Safari Island staffing consists of the: Aquatics Programmer (1 FTE), Maintenance Workers (1 FTE), Maintenance Supervisor (.50 FTE), Park and Recreation Director (.50 FTE), Office Assistant (.60 FTE), Fitness Programmer (1 FTE), Outdoor Recreation Programmer (.40 FTE), Membership/Facility Coordinator (1 FTE), On-Site Manager (2.60 FTE), Guest Service Coordinator (.80 FTE), Fitness Instructors (1 FTE), Lifeguards (4 FTE), Lifeguard Shift Leads (2 FTE), Custodian (.68 FTE), Guest Service Workers (2.75 FTE), and Water Safety Instructors (.75).

# Costing Center Summary

Costing Center: 231-443 Safari Island/Recreation

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3027	Administrative Fees	Decreased	10.00 %	7,000	6,300
3035	Donations	Unchanged	0.00 %	50	50
3039	Rental Fees	Decreased	17.24 %	65,850	54,500
3041	Program Registration & Lessons	Decreased	20.02 %	128,350	102,650
3043	Membership Fees	Increased	5.07 %	584,394	614,000
3044	Daily Fees	Decreased	13.51 %	111,000	96,000
3045	Sales	Decreased	2.00 %	10,000	9,800
3059	Refunds & Reimbursements	Increased	0.33 %	134,848	135,298
3073	Interfund Transfer In	Unchanged	0.00 %	293,000	293,000
<b>Total Revenues:</b>				<b>1,334,492</b>	<b>1,311,598</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Decreased	3.84 %	373,620	359,256
4003	Part Time Wages	Increased	9.75 %	358,186	393,103
4011	PERA Contributions	Increased	1.77 %	39,880	40,585
4013	FICA	Increased	3.69 %	57,321	59,435
4017	Worker's Comp	Increased	53.75 %	8,000	12,300
4019	Employee Benefits	Increased	2.42 %	97,754	100,115
4023	Operating Supplies	Increased	2.93 %	44,400	45,700
4024	Merchandise for Resale	Unchanged	0.00 %	5,500	5,500
4025	Fees & License	Unchanged	0.00 %	1,850	1,850
4029	Repairs & Maintenance	Increased	2.53 %	49,500	50,750
4035	Communications	Decreased	5.39 %	4,450	4,210
4037	Postage	Increased	126.42 %	1,060	2,400
4039	Equipment	Decreased	20.00 %	16,000	12,800
4041	Training & Education	Increased	2.06 %	3,635	3,710
4043	Travel & Mileage	Unchanged	0.00 %	750	750
4045	Printing & Publishing	Decreased	0.98 %	10,755	10,650
4046	Marketing & Advertising	Unchanged	0.00 %	4,500	4,500
4047	Liability Insurance	Unchanged	0.00 %	10,000	10,000
4049	Electricity & Natural Gas	Unchanged	0.00 %	162,500	162,500
4053	Subscriptions & Memberships	Increased	3.09 %	1,586	1,635
4069	Contract Services	Unchanged	0.00 %	16,810	16,810
4071	Rental/Leasing Cost	Unchanged	0.00 %	24,870	24,870
4073	Waste Disposal/Recycling	Unchanged	0.00 %	200	200
4075	Chemicals	Unchanged	0.00 %	37,000	37,000
4085	Uniforms	Unchanged	0.00 %	1,000	1,000
<b>Total Expenditures:</b>				<b>1,331,127</b>	<b>1,361,629</b>

# Costing Center Summary

Costing Center: 231-443 Safari Island/Recreation

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3027 - Administrative Fees	Administrative Fees Charged to Start Monthly Membership - Bsed on Average Annual		6,300
3039 - Rental Fees	Birthday Party Rentals & Den Rentals	19,000	
3039 - Rental Fees	Field & Park Amenities Rentals	3,100	
3039 - Rental Fees	Garden Plot Rentals	1,700	
3039 - Rental Fees	Gym & Batting Cage Rentals	20,000	
3039 - Rental Fees	Pool & Lap Lane Rentals	10,500	
3039 - Rental Fees	Table and Safari Packs Rentals	200	
			54,500
3041 - Program Registration & Lessons	Childcare Services	3,500	
3041 - Program Registration & Lessons	Fitness - Drop In Fees, Courses, Volleyball	13,000	
3041 - Program Registration & Lessons	Private Swim Lessons	4,500	
3041 - Program Registration & Lessons	Recreation Programming - Golf, Softball, Basketball	6,150	
3041 - Program Registration & Lessons	Swim Lessons	75,500	
			102,650
3043 - Membership Fees	\$20-\$30 increase in all membership types	566,000	
3043 - Membership Fees	Silver & Fit - \$2500 avg/month	30,000	
3043 - Membership Fees	Silver Sneakers - \$1500 avg/month	18,000	
			614,000
3044 - Daily Fees	Daily Punch Pass Sales, including walking track passes	33,000	
3044 - Daily Fees	Group Daily Pass Sales	4,000	
3044 - Daily Fees	No Change in Fees for 2016	59,000	
			96,000
3045 - Sales	Vending Contracts	4,400	
3045 - Sales	Vending Sales - Ice Cream, Goggles, Merchandise	5,400	
			9,800
3059 - Refunds & Reimbursements	ISD Cost Sharing/Misc Quarterly Bill Back to School District	14,000	
3059 - Refunds & Reimbursements	ISD#110 Pool Contribution	121,298	
			135,298
		<b>Total:</b>	<b>1,018,548</b>
<b>Donations</b>			
3035 - Donations	Music in the Park & Movie in the Park		50
		<b>Total:</b>	<b>50</b>
<b>Transfers In</b>			
3073 - Interfund Transfer In	Transfer from General Fund		293,000
		<b>Total:</b>	<b>293,000</b>
		<b>Total Revenues:</b>	<b>1,311,598</b>

# Costing Center Summary

Costing Center: 231-443 Safari Island/Recreation

## Expenditures

### Salaries and Wages

4001 - Full Time Salary & Wages	Safari Island Wages		359,256
4003 - Part Time Wages	Custodian Wages (1.35 FTE) (50%)	26,157	
4003 - Part Time Wages	Fitness Instructor Wages (1.00 FTE)	52,707	
4003 - Part Time Wages	Guest Service Worker Wages (2.75 FTE)	57,200	
4003 - Part Time Wages	Lifeguard Shift Lead Wages (2.00 FTE)	52,208	
4003 - Part Time Wages	Lifeguard Wages (4.00 FTE)	94,931	
4003 - Part Time Wages	PPT - Guest Service Coordinator (1) Wages (.80 FTE)	19,818	
4003 - Part Time Wages	PPT - On-Site Manager (1) Wages (.80 FTE)	23,080	
4003 - Part Time Wages	PPT - On-Site Manager (2) Wages (.80 FTE)	23,080	
4003 - Part Time Wages	PPT - On-Site Manager (3) Wages (.80 FTE)	23,080	
4003 - Part Time Wages	Water Safety Instructor Wages (.75 FTE)	20,842	
			393,103
	<b>Total:</b>		<b>752,359</b>

### Benefits

4011 - PERA Contributions	Safari Island PERA		40,585
4013 - FICA	Safari Island FICA		59,435
4017 - Worker's Comp	Safari Island Workers Comp		12,300
4019 - Employee Benefits	Safari Island Health Benefits		100,115
			212,435
	<b>Total:</b>		<b>212,435</b>

### Operating Expenses

4023 - Operating Supplies		39,000	
4023 - Operating Supplies	Arbor Day Tree(s)	200	
4023 - Operating Supplies	Birthday Parties - supplies/cakes	1,700	
4023 - Operating Supplies	EE Background Checks	300	
4023 - Operating Supplies	Fitness	1,750	
4023 - Operating Supplies	Men's Softball Awards	400	
4023 - Operating Supplies	Open House	1,500	
4023 - Operating Supplies	Softballs / Scorecards	850	
			45,700
4024 - Merchandise for Resale	Goggles, Diapers, Ice Cream		5,500
4025 - Fees & License	Annual Red Cross Fee	300	
4025 - Fees & License	BMI/ASCAP Music License Fees	650	
4025 - Fees & License	Elevator Operating Permit	100	
4025 - Fees & License	Softball Sanctioning	400	
4025 - Fees & License	Softball Tournament Registration Fees	400	
			1,850
4029 - Repairs & Maintenance		30,000	
4029 - Repairs & Maintenance	Fitness Equipment	1,750	
4029 - Repairs & Maintenance	ISD Cost Sharing/Payments to District	11,500	
4029 - Repairs & Maintenance	Lap/Rec Pool Strainer Replacement	7,500	
			50,750
4035 - Communications	CarverLink Phone & Internet Service \$280/mo	3,360	
4035 - Communications	Cell Phones for Programmers & Director	850	

# Costing Center Summary

Costing Center: 231-443 Safari Island/Recreation

			4,210
4037 - Postage	Misc Postage	400	
4037 - Postage	Program Guide Postage (70%)	2,000	
			2,400
4039 - Equipment		8,000	
4039 - Equipment	AED	1,800	
4039 - Equipment	Fitness	3,000	
			12,800
4041 - Training & Education	Maintenance Staff	750	
4041 - Training & Education	MRPA Conference - (David, Michelle, Craig, Missy)	1,600	
4041 - Training & Education	NIHCA Conference	100	
4041 - Training & Education	Red Cross Training - Lifeguards & WSI	1,000	
4041 - Training & Education	WILS Workshop - 4 Attendees	260	
			3,710
4043 - Travel & Mileage	Misc Travel w/Personal Vehicles		750
4045 - Printing & Publishing	Misc Printing/Publishing	2,250	
4045 - Printing & Publishing	Program Guide Publication (70% of Total Costs)	8,400	
			10,650
4046 - Marketing & Advertising			4,500
4047 - Liability Insurance			10,000
4049 - Electricity & Natural Gas			162,500
4053 - Subscriptions & Memberships	MRPA Craig Sinclair	350	
4053 - Subscriptions & Memberships	MRPA David Wabbe	275	
4053 - Subscriptions & Memberships	MRPA M Brassington	275	
4053 - Subscriptions & Memberships	MRPA Missy Goff	275	
4053 - Subscriptions & Memberships	National Independent Health Club Assoc.	325	
4053 - Subscriptions & Memberships	Waconia Patriot Newspaper	35	
4053 - Subscriptions & Memberships	WILS M Brassington	100	
			1,635
4071 - Rental/Leasing Cost	(3) Movie in the Park	1,200	
4071 - Rental/Leasing Cost	Fitness Equipment Lease	18,960	
4071 - Rental/Leasing Cost	Misc Rentals	150	
4071 - Rental/Leasing Cost	Sharp Printer Lease Contract \$230.36/mo + \$150/mo use fees	4,560	
			24,870
4073 - Waste Disposal/Recycling	Lamp Recycling		200
4075 - Chemicals	Ice Bite	500	
4075 - Chemicals	Pool Chemicals	36,500	
			37,000

# Costing Center Summary

Costing Center: 231-443 Safari Island/Recreation

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4085 - Uniforms			1,000
		<b>Total:</b>	<b>380,025</b>
<b>Contracted Services</b>			
4069 - Contract Services	Elevator Maintenance Contract	800	
4069 - Contract Services	Fire Extinguisher Testing	85	
4069 - Contract Services	Fire Suppresion Maintenance/Monitoring	725	
4069 - Contract Services	Golf Instruction	250	
4069 - Contract Services	Music in the Park Bands	4,200	
4069 - Contract Services	Programming with Carver County	350	
4069 - Contract Services	Reach for Resources Contract	3,600	
4069 - Contract Services	Red Cross Swim Lessons	300	
4069 - Contract Services	Umpire Fees	6,500	
			16,810
		<b>Total:</b>	<b>16,810</b>
		<b>Total Expenditures:</b>	<b>1,361,629</b>
		<b>Net Total:</b>	<b>(50,031)</b>

# Costing Center Summary

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*Costing Center: 302-000 2015B Debt - Temporary Bond - Highway 5*

**Previous Costing Center:** 302-000 2015B Debt -  
Temporary Bond -  
Highway 5

**Budget Year:** 2016

**Department:** Non-Departmental

**Accounting Reference:** 302-000

**Division:** Non Departmental

**Approved:** Yes

**Stage:** Approved

**Manager:** Nicole Lueck

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## **Purpose:**

A debt fund established to collect reimbursements from Carver County and the State of Minnesota (LRIP) along with special debt levy revenues that will pay for debt principal and interest obligations.

## **Profile:**

A debt service fund established for the 2015 Highway 5 Corridor Improvement Project. The bond is a general obligation bond that was sold on June 15, 2015 and closed on July 9, 2015.

# Costing Center Summary

Costing Center: 302-000 2015B Debt - Temporary Bond - Highway 5

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3005	Special Debt Tax	New this year		0	14,936
3036	Developers Cost Apportion	New this year		0	1,147,000
3063	Interest from Investments	New this year		0	100
<b>Total Revenues:</b>				<b>0</b>	<b>1,162,036</b>
<b>Expenditures</b>					
4089	Bond Interest	New this year		0	14,361
4091	Fiscal Agent Fees	New this year		0	450
<b>Total Expenditures:</b>				<b>0</b>	<b>14,811</b>

# Costing Center Summary

Costing Center: 302-000 2015B Debt - Temporary Bond - Highway 5

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3005 - Special Debt Tax	Highway 5 Special Debt Levy		14,936
		<b>Total:</b>	<b>14,936</b>
<b>Charges for Services</b>			
3036 - Developers Cost Apportion	Carver County Payment for Highway 5 Road Improvements	397,000	
3036 - Developers Cost Apportion	LRIP Funds	750,000	
			1,147,000
		<b>Total:</b>	<b>1,147,000</b>
<b>Financing</b>			
3063 - Interest from Investments	Interest from City Investment Portfolio		100
		<b>Total:</b>	<b>100</b>
		<b>Total Revenues:</b>	<b>1,162,036</b>
<b>Expenditures</b>			
<b>Debt</b>			
4089 - Bond Interest	2015B GO Bond Interest Payments		14,361
4091 - Fiscal Agent Fees	Bond Trust Services Fee		450
		<b>Total:</b>	<b>14,811</b>
		<b>Total Expenditures:</b>	<b>14,811</b>
		<b>Net Total:</b>	<b>1,147,225</b>

# Costing Center Summary

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*Costing Center: 303-000 PIR Debt*

**Previous Costing Center:** 303-000 PIR Debt  
**Department:** Non-Departmental  
**Division:** Non Departmental  
**Stage:** Approved

**Budget Year:** 2016  
**Accounting Reference:** 303-000  
**Approved:** Yes  
**Manager:** Nicole Lueck

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## **Purpose:**

A debt fund established to collect special assessment and special debt tax levy revenues that will pay for debt principal and interest obligations.

## **Profile:**

A permanent improvement revolving debt fund (PIR) for tracking debt obligations issued for capital infrastructure and facility projects.

# Costing Center Summary

Costing Center: 303-000 PIR Debt

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3003	Delinquent Tax	Unchanged	0.00 %	15,000	15,000
3005	Special Debt Tax	Decreased	3.06 %	1,952,545	1,892,890
3063	Interest from Investments	Decreased	50.00 %	10,000	5,000
3064	Special Assesment Revenue	Decreased	26.98 %	1,206,365	880,900
3065	Interest from Receivables	Decreased	29.90 %	89,300	62,600
<b>Total Revenues:</b>				<b>3,273,210</b>	<b>2,856,390</b>
<b>Expenditures</b>					
4089	Bond Interest	Decreased	39.22 %	464,229	282,137
4090	Bond Principal	Increased	7.10 %	2,255,000	2,415,000
4091	Fiscal Agent Fees	Increased	2.00 %	10,000	10,200
4097	Interfund Transfer Out	Decreased	17.08 %	603,000	500,000
<b>Total Expenditures:</b>				<b>3,332,229</b>	<b>3,207,337</b>

# Costing Center Summary

Costing Center: 303-000 PIR Debt

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3003 - Delinquent Tax	Delinquent Special Debt Taxes from Prior Year Levies		15,000
3005 - Special Debt Tax	2007C Lease Revenue (PS Facility)	362,719	
3005 - Special Debt Tax	2010A GO Refunding (City Hall)	252,720	
3005 - Special Debt Tax	2011A GO Improvement (SE Area, Lake St, Wildcat, Comm Dr, Birch Street)	1,277,451	
			1,892,890
3064 - Special Assessment Revenue	10% Uncollectable Factor - SE Area Assessments	(31,600)	
3064 - Special Assessment Revenue	2013 Infrastructure Assessments	3,200	
3064 - Special Assessment Revenue	Birch Street Assessments	28,000	
3064 - Special Assessment Revenue	Lake Street & Wildcat Way Assessments	52,000	
3064 - Special Assessment Revenue	Old Beach Lane Assessments	5,300	
3064 - Special Assessment Revenue	Sale of Interlaken Parcel - Assessments Paid	508,000	
3064 - Special Assessment Revenue	SE Area Assessments	316,000	
			880,900
		<b>Total:</b>	<b>2,788,790</b>
<b>Financing</b>			
3063 - Interest from Investments			5,000
3065 - Interest from Receivables	10% Uncollectable Factor - SE Area Assessments	(5,000)	
3065 - Interest from Receivables	2013 Infrastructure Assessments	1,700	
3065 - Interest from Receivables	Birch Street Assessments	3,000	
3065 - Interest from Receivables	Lake Street & Wildcat Way Assessments	9,600	
3065 - Interest from Receivables	Old Beach Lane Assessments	3,300	
3065 - Interest from Receivables	SE Area Assessments	50,000	
			62,600
		<b>Total:</b>	<b>67,600</b>
		<b>Total Revenues:</b>	<b>2,856,390</b>
<b>Expenditures</b>			
<b>Debt</b>			
4089 - Bond Interest	2007C Lease Revenue (PS Facility) (Refinanced to 2015C)	64,293	
4089 - Bond Interest	2010A GO Refunding (City Hall)	72,494	
4089 - Bond Interest	2011A GO Refunding (SE Area, Lake St, Wildcat, Comm Dr, Birch Street)	145,350	
			282,137
4090 - Bond Principal	2007C Lease Revenue (PS Facility) (Refinanced to 2015C)	335,000	
4090 - Bond Principal	2010A GO Refunding (City Hall)	170,000	
4090 - Bond Principal	2011A GO Refunding (SE Area, Lake St, Wildcat, Comm Dr, Birch Street)	1,910,000	
			2,415,000

# Costing Center Summary

Costing Center: 303-000 PIR Debt

4091 - Fiscal Agent Fees	Annual Bond Disclosure Report	1,100	
4091 - Fiscal Agent Fees	Annual Paying Agent	3,100	
4091 - Fiscal Agent Fees	Arbitrage Reporting - 2011A Bond	6,000	
		<hr/>	10,200
		<b>Total:</b>	<b>2,707,337</b>
<b>Transfers Out</b>			
4097 - Interfund Transfer Out	To General Fund	100,000	
4097 - Interfund Transfer Out	To PIR Capital Fund	400,000	
		<hr/>	500,000
		<b>Total:</b>	<b>500,000</b>
		<b>Total Expenditures:</b>	<b>3,207,337</b>
		<b>Net Total:</b>	<b>(350,947)</b>

# Costing Center Summary

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*Costing Center: 304-000 2014A Debt*

**Previous Costing Center:** 304-000 2014A Debt

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 304-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

A debt fund established to collect special assessment and special debt levy revenues that will pay for debt principal and interest obligations.

## **Profile:**

A debt service fund established for the 2014 Infrastructure Improvement Project. The bond is a general obligation 429 bond that sold on May 19, 2014 and closed on June 12, 2014.

# Costing Center Summary

Costing Center: 304-000 2014A Debt

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3005	Special Debt Tax	Decreased	10.28 %	141,000	126,512
3063	Interest from Investments	Decreased	80.00 %	500	100
3064	Special Assesment Revenue	Decreased	29.32 %	35,110	24,815
3065	Interest from Receivables	Increased	784.30 %	1,000	8,843
<b>Total Revenues:</b>				<b>177,610</b>	<b>160,270</b>
<b>Expenditures</b>					
4089	Bond Interest	Decreased	15.94 %	31,584	26,550
4090	Bond Principal	New this year		0	125,000
4091	Fiscal Agent Fees	New this year		0	500
<b>Total Expenditures:</b>				<b>31,584</b>	<b>152,050</b>

# Costing Center Summary

Costing Center: 304-000 2014A Debt

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3005 - Special Debt Tax	Bond Issue 2014A		126,512
3064 - Special Assesment Revenue	Bond Issue 2014A		24,815
		<b>Total:</b>	<b>151,327</b>
<b>Financing</b>			
3063 - Interest from Investments			100
3065 - Interest from Receivables	Bond Issue 2014A		8,843
		<b>Total:</b>	<b>8,943</b>
		<b>Total Revenues:</b>	<b>160,270</b>
<b>Expenditures</b>			
<b>Debt</b>			
4089 - Bond Interest	Bond Issue 2014A		26,550
4090 - Bond Principal	Bond Issue 2014A		125,000
4091 - Fiscal Agent Fees	Bond Trust Fees & Annual Disclosure Report		500
		<b>Total:</b>	<b>152,050</b>
		<b>Total Expenditures:</b>	<b>152,050</b>
		<b>Net Total:</b>	<b>8,220</b>

# Costing Center Summary

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*Costing Center: 305-000 2015A Debt*

**Previous Costing Center:** 305-000 2015A Debt

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 305-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

A debt fund established to collect special assessments and special debt levy revenues that will pay for debt principal and interest obligations.

## **Profile:**

A debt service fund established for the 2015 Infrastructure and Highway 5 Corridor Improvement Project. The bond is a general obligation bond that was sold on June 15, 2015 and closed on July 9, 2015.

# Costing Center Summary

Costing Center: 305-000 2015A Debt

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3005	Special Debt Tax	New this year		0	586,424
3063	Interest from Investments	New this year		0	200
3064	Special Assesment Revenue	New this year		0	26,737
3065	Interest from Receivables	New this year		0	10,191
<b>Total Revenues:</b>				<b>0</b>	<b>623,552</b>
<b>Expenditures</b>					
4089	Bond Interest	New this year		0	180,761
4091	Fiscal Agent Fees	New this year		0	1,150
<b>Total Expenditures:</b>				<b>0</b>	<b>181,911</b>

# Costing Center Summary

Costing Center: 305-000 2015A Debt

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3005 - Special Debt Tax	2015 Infrastructure & Highway 5 Special Debt Levy		586,424
3064 - Special Assesment Revenue	2015 Infrastructure Assessments		26,737
		<b>Total:</b>	<b>613,161</b>
<b>Financing</b>			
3063 - Interest from Investments	Interest from City Investment Portfolio		200
3065 - Interest from Receivables	2015 Infrastructure Assessments		10,191
		<b>Total:</b>	<b>10,391</b>
		<b>Total Revenues:</b>	<b>623,552</b>
<b>Expenditures</b>			
<b>Debt</b>			
4089 - Bond Interest	2015A GO Bond Interest Payments		180,761
4091 - Fiscal Agent Fees	Bond Trust Fees & Annual Disclosure		1,150
		<b>Total:</b>	<b>181,911</b>
		<b>Total Expenditures:</b>	<b>181,911</b>
		<b>Net Total:</b>	<b>441,641</b>

# Costing Center Summary

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*Costing Center: 344-000 Community Center Debt*

**Previous Costing Center:** 344-000 Community  
Center Debt

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 344-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

Bonds were issued for the construction of the Safari Island Community Center.

## **Profile:**

A debt service fund established for the construction of the Safari Island Community Center. The bonds were originally sold on March 16, 2000. The bonds were refunded in 2004 and again refinanced in 2014 to obtain interest rate savings. Scheduled payoff of the bonds is October 1, 2022.

# Costing Center Summary

Costing Center: 344-000 Community Center Debt

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3073	Interfund Transfer In	Unchanged	0.00 %	157,000	157,000
<b>Total Revenues:</b>				<b>157,000</b>	<b>157,000</b>
<b>Expenditures</b>					
4089	Bond Interest	Decreased	12.00 %	39,477	34,740
4090	Bond Principal	Increased	3.82 %	124,162	128,899
<b>Total Expenditures:</b>				<b>163,639</b>	<b>163,639</b>

# Costing Center Summary

Costing Center: 344-000 Community Center Debt

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Transfers In</b>			
3073 - Interfund Transfer In	From General Fund		157,000
		<b>Total:</b>	<b>157,000</b>
		<b>Total Revenues:</b>	<b>157,000</b>
<b>Expenditures</b>			
<b>Debt</b>			
4089 - Bond Interest			34,740
4090 - Bond Principal			128,899
		<b>Total:</b>	<b>163,639</b>
		<b>Total Expenditures:</b>	<b>163,639</b>
		<b>Net Total:</b>	<b>(6,639)</b>

# Costing Center Summary

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*Costing Center: 410-000 TIF 1 Workforce Housing*

**Previous Costing Center:** 410-000 TIF 1 Workforce  
Housing

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 410-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

TIF District #1 was created in 2008 for the purpose of promoting affordable housing opportunities within the community.

## **Profile:**

Tax Increment Financing District #1 - Workforce Housing

# Costing Center Summary

Costing Center: 410-000 TIF 1 Workforce Housing

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3004	Tax Increment	Unchanged	0.00 %	20,400	20,400
3063	Interest from Investments	Unchanged	0.00 %	300	300
<b>Total Revenues:</b>				<b>20,700</b>	<b>20,700</b>
<b>Expenditures</b>					
4045	Printing & Publishing	Unchanged	0.00 %	550	550
4069	Contract Services	Unchanged	0.00 %	18,360	18,360
<b>Total Expenditures:</b>				<b>18,910</b>	<b>18,910</b>

# Costing Center Summary

Costing Center: 410-000 TIF 1 Workforce Housing

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3004 - Tax Increment			20,400
		<b>Total:</b>	<b>20,400</b>
<b>Financing</b>			
3063 - Interest from Investments			300
		<b>Total:</b>	<b>300</b>
		<b>Total Revenues:</b>	<b>20,700</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4045 - Printing & Publishing	Annual TIF reporting		550
		<b>Total:</b>	<b>550</b>
<b>Contracted Services</b>			
4069 - Contract Services	TIF Note per schedule		18,360
		<b>Total:</b>	<b>18,360</b>
		<b>Total Expenditures:</b>	<b>18,910</b>
		<b>Net Total:</b>	<b>1,790</b>

# Costing Center Summary

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*Costing Center: 411-000 TIF 2 Auburn Meadows*

**Previous Costing Center:** 411-000 TIF 2 Auburn  
Meadows

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 411-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

TIF District #2 was created in 2011 for the purpose of affordable housing opportunities within the community.

## **Profile:**

Tax Increment Financing District #2 - Auburn Meadows

# Costing Center Summary

Costing Center: 411-000 TIF 2 Auburn Meadows

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3004	Tax Increment	Unchanged	0.00 %	150,000	150,000
3063	Interest from Investments	Unchanged	0.00 %	100	100
<b>Total Revenues:</b>				<b>150,100</b>	<b>150,100</b>
<b>Expenditures</b>					
4045	Printing & Publishing	Unchanged	0.00 %	550	550
4069	Contract Services	Unchanged	0.00 %	135,000	135,000
<b>Total Expenditures:</b>				<b>135,550</b>	<b>135,550</b>

# Costing Center Summary

Costing Center: 411-000 TIF 2 Auburn Meadows

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3004 - Tax Increment			150,000
		<b>Total:</b>	<b>150,000</b>
<b>Financing</b>			
3063 - Interest from Investments			100
		<b>Total:</b>	<b>100</b>
		<b>Total Revenues:</b>	<b>150,100</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4045 - Printing & Publishing	Annual TIF Reporting		550
		<b>Total:</b>	<b>550</b>
<b>Contracted Services</b>			
4069 - Contract Services	TIF Note - 90% Pass Thru		135,000
		<b>Total:</b>	<b>135,000</b>
		<b>Total Expenditures:</b>	<b>135,550</b>
		<b>Net Total:</b>	<b>14,550</b>

# Costing Center Summary

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*Costing Center: 412-000 TIF 3 Cherry Street*

**Previous Costing Center:** 412-000 TIF 3 Cherry  
Street

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 412-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

TIF District #3 was created in 2011 for the purpose of promoting economic development opportunities within the community.

## **Profile:**

Tax Increment Financing District #3 - Cherry Street

# Costing Center Summary

Costing Center: 412-000 TIF 3 Cherry Street

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3004	Tax Increment	Increased	43.64 %	5,500	7,900
3063	Interest from Investments	Decreased	50.00 %	100	50
<b>Total Revenues:</b>				<b>5,600</b>	<b>7,950</b>
<b>Expenditures</b>					
4045	Printing & Publishing	Unchanged	0.00 %	550	550
4069	Contract Services	Increased	43.64 %	4,950	7,110
<b>Total Expenditures:</b>				<b>5,500</b>	<b>7,660</b>

# Costing Center Summary

Costing Center: 412-000 TIF 3 Cherry Street

## 2016 Budget Detailed:

	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3004 - Tax Increment			7,900
		<b>Total:</b>	<b>7,900</b>
<b>Financing</b>			
3063 - Interest from Investments			50
		<b>Total:</b>	<b>50</b>
		<b>Total Revenues:</b>	<b>7,950</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4045 - Printing & Publishing	Annual TIF Reporting		550
		<b>Total:</b>	<b>550</b>
<b>Contracted Services</b>			
4069 - Contract Services	TIF Note Begins August 2013		7,110
		<b>Total:</b>	<b>7,110</b>
		<b>Total Expenditures:</b>	<b>7,660</b>
		<b>Net Total:</b>	<b>290</b>

# Costing Center Summary

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*Costing Center: 413-000 TIF 4 Pine Business Park*

**Previous Costing Center:** 413-000 TIF 4 Pine  
Business Park

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 413-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

TIF District #4 was created in 2014 for the purpose of economic development on the 3 undeveloped parcels in Pine Business Park.

## **Profile:**

Tax Increment Financing District #4 - Pine Business Park

# Costing Center Summary

Costing Center: 413-000 TIF 4 Pine Business Park

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Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3004	Tax Increment	New this year		0	24,000
3063	Interest from Investments	Unchanged	0.00 %	50	50
<b>Total Revenues:</b>				<b>50</b>	<b>24,050</b>
<b>Expenditures</b>					
4045	Printing & Publishing	Unchanged	0.00 %	550	550
4069	Contract Services	New this year		0	21,600
<b>Total Expenditures:</b>				<b>550</b>	<b>22,150</b>

# Costing Center Summary

Costing Center: 413-000 TIF 4 Pine Business Park

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3004 - Tax Increment	First Tax Increment - August 2016		24,000
		<b>Total:</b>	<b>24,000</b>
<b>Financing</b>			
3063 - Interest from Investments			50
		<b>Total:</b>	<b>50</b>
		<b>Total Revenues:</b>	<b>24,050</b>
<b>Expenditures</b>			
<b>Operating Expenses</b>			
4045 - Printing & Publishing	Annual TIF Reporting		550
		<b>Total:</b>	<b>550</b>
<b>Contracted Services</b>			
4069 - Contract Services	First Tax Increment - August 2016		21,600
		<b>Total:</b>	<b>21,600</b>
		<b>Total Expenditures:</b>	<b>22,150</b>
		<b>Net Total:</b>	<b>1,900</b>

# Costing Center Summary

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*Costing Center: 420-000 Clearwater Shores Housing Improvement Area*

**Previous Costing Center:** 420-000 Clearwater  
Shores Housing  
Improvement Area

**Department:** Non-Departmental

**Division:** Non Departmental

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 420-000

**Approved:** Yes

**Manager:** Nicole Lueck

---

## **Purpose:**

The Clearwater Shores Housing Improvement Area was created in 2014. The Clearwater Shores Homeowner's Association will be working to repair a retaining wall in their development that has become a hazard. The City will loan the money to the association for the needed repairs and will apply special assessments for the funds loaned to the homes located in the housing improvement area.

## **Profile:**

A capital project fund established to track revenues and expenditures for work completed in the Clearwater Shores development.

# Costing Center Summary

Costing Center: 420-000 Clearwater Shores Housing Improvement Area

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3064	Special Assesment Revenue	Decreased	86.70 %	200,000	26,600
3065	Interest from Receivables	New this year		0	15,300
<b>Total Revenues:</b>				<b>200,000</b>	<b>41,900</b>
<b>Expenditures</b>					
4057	Engineering Services	Not used this year		100,000	0
4069	Contract Services	Not used this year		400,000	0
4097	Interfund Transfer Out	New this year		0	41,900
<b>Total Expenditures:</b>				<b>500,000</b>	<b>41,900</b>

# Costing Center Summary

Costing Center: 420-000 Clearwater Shores Housing Improvement Area

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3064 - Special Assesment Revenue	Special Assessments		26,600
		<b>Total:</b>	<b>26,600</b>
<b>Financing</b>			
3065 - Interest from Receivables	Special Assessment Interest Paid		15,300
		<b>Total:</b>	<b>15,300</b>
		<b>Total Revenues:</b>	<b>41,900</b>
<b>Expenditures</b>			
<b>Transfers Out</b>			
4097 - Interfund Transfer Out	To Sewer Fund to Repay Interfund Loan		41,900
		<b>Total:</b>	<b>41,900</b>
		<b>Total Expenditures:</b>	<b>41,900</b>
		<b>Net Total:</b>	<b>0</b>

# Costing Center Summary

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*Costing Center: 601-433 Utilities - Water*

**Previous Costing Center:** 601-433 Utilities - Water  
**Department:** Public Services  
**Division:** Utilities-Water  
**Stage:** Approved

**Budget Year:** 2016  
**Accounting Reference:** 601-433  
**Approved:** Yes  
**Manager:** Craig Eldred

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## **Purpose:**

The water system is comprised of over 3,900 residential, commercial, and industrial utility accounts, 2 water plants, 3 water towers, 6 wells, fire hydrants, valves and 66.8 miles of water main. The department's main objective is to assure and secure safe drinking water to the residents of Waconia.

## **Profile:**

The Water department consists of the Public Services Director ( .20 FTE), Maintenance Supervisor (.50 FTE), Maintenance Workers (2.0 FTE), Maintenance Technician (0.50 FTE), Mechanic (.075 FTE), Finance Clerk (.50 FTE), Office Assistant (.25 FTE), and Seasonal Maintenance Workers (.20 FTE).

# Costing Center Summary

Costing Center: 601-433 Utilities - Water

	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3008	Licenses-Misc	Unchanged	0.00 %	700	700
3016	Permits Utilities	Decreased	14.12 %	14,875	12,775
3021	Inspection Fees	Unchanged	0.00 %	1,500	1,500
3047	Sales-Water Consumption	Increased	1.64 %	1,288,000	1,309,097
3049	Sales-Meters/Components	Unchanged	0.00 %	26,250	26,250
3051	Trunk Charges	Decreased	18.52 %	648,000	528,000
3059	Refunds & Reimbursements	Unchanged	0.00 %	2,500	2,500
3061	Fines	Unchanged	0.00 %	80,000	80,000
3063	Interest from Investments	Unchanged	0.00 %	15,000	15,000
3071	Bond Proceeds	Increased	33.05 %	714,000	950,000
<b>Total Revenues:</b>				<b>2,790,825</b>	<b>2,925,822</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	4.87 %	221,654	232,440
4003	Part Time Wages	Increased	2.51 %	5,264	5,396
4011	PERA Contributions	Increased	4.43 %	16,624	17,360
4013	FICA	Increased	5.97 %	17,359	18,396
4017	Worker's Comp	Increased	65.91 %	4,400	7,300
4019	Employee Benefits	Increased	3.94 %	46,925	48,776
4023	Operating Supplies	Unchanged	0.00 %	38,000	38,000
4025	Fees & License	Decreased	9.93 %	20,150	18,150
4029	Repairs & Maintenance	Increased	9.26 %	54,000	59,000
4035	Communications	Unchanged	0.00 %	6,400	6,400
4037	Postage	Unchanged	0.00 %	8,000	8,000
4039	Equipment	Increased	25.00 %	8,000	10,000
4039C	Capital Equipment	Decreased	68.31 %	104,600	33,150
4040	Fuel	Unchanged	0.00 %	11,000	11,000
4041	Training & Education	Increased	8.55 %	5,850	6,350
4043	Travel & Mileage	Unchanged	0.00 %	700	700
4044	Public Education	New this year		0	600
4045	Printing & Publishing	Unchanged	0.00 %	2,600	2,600
4047	Liability Insurance	Unchanged	0.00 %	19,000	19,000
4049	Electricity & Natural Gas	Increased	3.33 %	90,000	93,000
4053	Subscriptions & Memberships	Unchanged	0.00 %	3,375	3,375
4057	Engineering Services	Unchanged	0.00 %	43,000	43,000
4059	Legal Services	Unchanged	0.00 %	100	100
4060	Contracted Maintenance	New this year		0	3,400
4069	Contract Services	Increased	74.87 %	85,645	149,765
4077	Water Purification Supplies	Unchanged	0.00 %	63,000	63,000
4082	Water Testing	Unchanged	0.00 %	3,000	3,000
4085	Uniforms	Unchanged	0.00 %	800	800
4086	Meter/MXU	Unchanged	0.00 %	40,000	40,000
4087	Bad Debt Expense	Unchanged	0.00 %	300	300
4089	Bond Interest	Increased	2.58 %	316,151	324,299

# Costing Center Summary

Costing Center: 601-433 Utilities - Water

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4091	Fiscal Agent Fees	Unchanged	0.00 %	5,000	5,000
4093	Depreciation	Unchanged	0.00 %	675,000	675,000
4097	Interfund Transfer Out	Unchanged	0.00 %	88,000	88,000
4107	Cost of Construction	Increased	50.62 %	1,180,625	1,778,265
<b>Total Expenditures:</b>				<b>3,184,522</b>	<b>3,812,922</b>

# Costing Center Summary

Costing Center: 601-433 Utilities - Water

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Licenses and Permits</b>			
3008 - Licenses-Misc	Plumbing License Renewal (28 License at \$25 each)		700
		<b>Total:</b>	<b>700</b>
<b>Charges for Services</b>			
3016 - Permits Utilities	Estimated 73 New Residential & Commercial Permits		12,775
3021 - Inspection Fees			1,500
3047 - Sales-Water Consumption	Base Rates - No Change - Adjust tier use & 2% increase		1,309,097
3049 - Sales-Meters/Components	70 New Residential Units at Approx \$375 for Meter Components		26,250
3051 - Trunk Charges	Estimated 40 New Commercial Units at \$4800	192,000	
3051 - Trunk Charges	Estimated 70 New Residential Units at \$4800	336,000	
			528,000
3059 - Refunds & Reimbursements			2,500
		<b>Total:</b>	<b>1,880,122</b>
<b>Fines and Forfeitures</b>			
3061 - Fines			80,000
		<b>Total:</b>	<b>80,000</b>
<b>Financing</b>			
3063 - Interest from Investments			15,000
		<b>Total:</b>	<b>15,000</b>
<b>Bonding</b>			
3071 - Bond Proceeds	Bond Proceeds - 2016 Infrastructure Improvement		950,000
		<b>Total:</b>	<b>950,000</b>
		<b>Total Revenues:</b>	<b>2,925,822</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Water Wages		232,440
4003 - Part Time Wages	Seasonal Water-Sewer Maintenance Worker Wages (50% - 800 Hours)		5,396
		<b>Total:</b>	<b>237,836</b>
<b>Benefits</b>			
4011 - PERA Contributions	Water PERA		17,360
4013 - FICA	Water FICA		18,396
4017 - Worker's Comp	Water Workers Comp		7,300
4019 - Employee Benefits	Water Health Benefits		48,776
		<b>Total:</b>	<b>91,832</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Asphalt, Pit Run, Rock, Mechanic Supplies, Office Supplies, Pipe, Valves		38,000
4025 - Fees & License	Cartegraph Annual Maintenance Renewal	10,000	
4025 - Fees & License	SEMS software	650	
4025 - Fees & License	Spector - Water Plant 911 Alerts - WIN-911 Software License Renewal	800	

# Costing Center Summary

Costing Center: 601-433 Utilities - Water

4025 - Fees & License	Two Months Vehicle and Equipment Tracking AVL	800	
4025 - Fees & License	Water License/Boiler License	1,200	
4025 - Fees & License	Water Plant Industrial Waste License from Met Council	4,700	
			18,150
4029 - Repairs & Maintenance	Facilities maintenance safety items and upkeep	4,000	
4029 - Repairs & Maintenance	Wells, Trucks, Pumps HSP	55,000	
			59,000
4035 - Communications	Cell phones, CarverLink Includes phone updates for two individuals		6,400
4037 - Postage			8,000
4039 - Equipment	Small hand tools and mechanic equipment needs		10,000
4040 - Fuel			11,000
4041 - Training & Education	Finance Clerk - GFOA Training & Conference	350	
4041 - Training & Education	Include 50% cost for training and schooling for five staff members. Utility Management, Public Works Certificate. APWA National Conference	6,000	
			6,350
4043 - Travel & Mileage		400	
4043 - Travel & Mileage	Finance Clerk - Mileage to Training Events	300	
			700
4044 - Public Education	Expenses related to public education of services and applications provided to the community		600
4045 - Printing & Publishing	Pamphlets, Wellhead Protection, Conservation		2,600
4047 - Liability Insurance			19,000
4049 - Electricity & Natural Gas			93,000
4053 - Subscriptions & Memberships	Finance Clerk - GFOA Membership	75	
4053 - Subscriptions & Memberships	MRWA, SUSA, AWWA	2,000	
4053 - Subscriptions & Memberships	Standards AWWA 50%	1,300	
			3,375
4077 - Water Purification Supplies	Treatment Chemicals I.E Fluoride, Chlorine, etc		63,000
4082 - Water Testing	Bacteria, Wells, and Routine Sampling		3,000
4085 - Uniforms	50% of Uniform Costs for Utilities Staff - G&K Uniform Services		800
4086 - Meter/MXU	Meter Replacements and New Meters 285 meters/MXU		40,000
4087 - Bad Debt Expense	Delinquent Bills Left Unpaid/Account Bankruptcy		300
4093 - Depreciation			675,000
		<b>Total:</b>	<b>1,058,275</b>
<b>Capital Outlay &amp; Development</b>			
4039C - Capital Equipment	Utility Truck - Addition to Fleet (No Trade of Current Fleet)		33,150
4107 - Cost of Construction	2016 Infrastructure Improvement	950,000	
4107 - Cost of Construction	Meter Replacement Project - Phase 2 of 3	385,265	
4107 - Cost of Construction	SCADA System - WTP #3 System Controls	35,000	

# Costing Center Summary

Costing Center: 601-433 Utilities - Water

4107 - Cost of Construction	Water Tower #2 Exterior Reconditioning	350,000	
4107 - Cost of Construction	Water Treatment Facility Roof	58,000	
			1,778,265
		<b>Total:</b>	<b>1,811,415</b>
<b>Contracted Services</b>			
4057 - Engineering Services	2017 Feasibility Study Preparation	12,000	
4057 - Engineering Services	Design Manual Document	15,000	
4057 - Engineering Services	General Engineering Bolton & Menk and KLM Elevated Storage Tower One	16,000	
			43,000
4059 - Legal Services			100
4060 - Contracted Maintenance	HVAC Preventative Maintenance (WTP)		3,400
4069 - Contract Services	28 SAC Units Due Met Council - Discharge Fees Due for Water Treatment Plant #3	71,120	
4069 - Contract Services	Diamond Service Fee - eSend for Utility Bills	3,000	
4069 - Contract Services	Drop N Go Contract - UB Mailing Services	750	
4069 - Contract Services	Elevator Maint, Inspection of Towers #1 and #3	2,000	
4069 - Contract Services	Fire Suppression, Inspection, & Monitoring	1,395	
4069 - Contract Services	Generator Maintenance/Inspection Program	1,500	
4069 - Contract Services	Plunkets	2,000	
4069 - Contract Services	Utility Bill Report Customizations	1,000	
4069 - Contract Services	Water Main Breaks, Gopher State, Leak Detection, Contracts	66,000	
4069 - Contract Services	Water Plant Security Monitoring	1,000	
			149,765
		<b>Total:</b>	<b>196,265</b>
<b>Debt</b>			
4089 - Bond Interest	Debt Series 2007B	169,535	
4089 - Bond Interest	Debt Series 2013A Refunding	126,550	
4089 - Bond Interest	Debt Series 2014A	4,800	
4089 - Bond Interest	Debt Series 2015A	23,414	
			324,299
4091 - Fiscal Agent Fees	2016 Bond Series Issuance Costs	4,000	
4091 - Fiscal Agent Fees	Annual Fiscal Agent Fees for Debt Management	1,000	
			5,000
		<b>Total:</b>	<b>329,299</b>
<b>Transfers Out</b>			
4097 - Interfund Transfer Out	Transfer to General Fund		88,000
		<b>Total:</b>	<b>88,000</b>
		<b>Total Expenditures:</b>	<b>3,812,922</b>
		<b>Net Total:</b>	<b>(887,100)</b>

# Costing Center Summary

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Costing Center: 602-433 Utilities-Sewer

**Previous Costing Center:** 602-433 Utilities-Sewer

**Department:** Public Services

**Division:** Utilities-Sewer

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 602-433

**Approved:** Yes

**Manager:** Craig Eldred

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## **Purpose:**

The City's sanitary sewer system is comprised of 55.4 miles of gravity lines, 5.3 miles of forcemain, and 11 lift stations with L-52, SE Area Lift, and the 284 Lift stations being the most critical to the community. The department strives to provide system operation and maintenance for the safe and complete conveyance of waste water to the metropolitan system.

## **Profile:**

The Sewer department consists of the Public Services Director (.20 FTE), Maintenance Supervisor (.50 FTE), Maintenance Workers (2.0 FTE), Maintenance Technician (.50 FTE), Mechanic (.075 FTE), Finance Clerk (.50 FTE), and Seasonal Maintenance Workers (.20 FTE).

# Costing Center Summary

Costing Center: 602-433 Utilities-Sewer

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3016	Permits Utilities	Decreased	14.12 %	11,475	9,855
3045	Sales	Increased	1.46 %	1,766,000	1,791,825
3051	Trunk Charges	Decreased	17.01 %	659,450	547,250
3059	Refunds & Reimbursements	Unchanged	0.00 %	2,000	2,000
3063	Interest from Investments	Unchanged	0.00 %	22,000	22,000
3065	Interest from Receivables	New this year		0	19,000
3071	Bond Proceeds	Decreased	57.62 %	825,800	350,000
<b>Total Revenues:</b>				<b>3,286,725</b>	<b>2,741,930</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	4.92 %	209,616	219,921
4003	Part Time Wages	Increased	2.51 %	5,264	5,396
4011	PERA Contributions	Increased	4.45 %	15,721	16,421
4013	FICA	Increased	6.08 %	16,439	17,438
4017	Worker's Comp	Increased	54.29 %	3,500	5,400
4019	Employee Benefits	Increased	4.00 %	43,805	45,558
4023	Operating Supplies	Unchanged	0.00 %	25,000	25,000
4025	Fees & License	Decreased	15.27 %	13,100	11,100
4029	Repairs & Maintenance	Unchanged	0.00 %	40,000	40,000
4035	Communications	Unchanged	0.00 %	5,000	5,000
4037	Postage	Unchanged	0.00 %	7,400	7,400
4039	Equipment	Increased	16.67 %	12,000	14,000
4039C	Capital Equipment	Decreased	67.01 %	100,500	33,150
4040	Fuel	Unchanged	0.00 %	14,500	14,500
4041	Training & Education	Increased	7.30 %	6,850	7,350
4043	Travel & Mileage	Unchanged	0.00 %	600	600
4044	Public Education	New this year		0	600
4045	Printing & Publishing	Unchanged	0.00 %	500	500
4047	Liability Insurance	Unchanged	0.00 %	28,000	28,000
4049	Electricity & Natural Gas	Increased	4.76 %	42,000	44,000
4053	Subscriptions & Memberships	Unchanged	0.00 %	2,775	2,775
4057	Engineering Services	Unchanged	0.00 %	53,000	53,000
4059	Legal Services	Unchanged	0.00 %	1,000	1,000
4069	Contract Services	Increased	28.17 %	53,250	68,250
4071	Rental/Leasing Cost	Unchanged	0.00 %	2,500	2,500
4082	Water Testing	Unchanged	0.00 %	100	100
4085	Uniforms	Unchanged	0.00 %	800	800
4087	Bad Debt Expense	Unchanged	0.00 %	300	300
4089	Bond Interest	Decreased	53.19 %	230,461	107,881
4091	Fiscal Agent Fees	Unchanged	0.00 %	6,000	6,000
4093	Depreciation	Increased	5.26 %	380,000	400,000
4095	SAC Charge	Decreased	15.38 %	313,385	265,172
4096	Sewer Service Charge	Increased	9.70 %	730,992	801,928
4097	Interfund Transfer Out	Unchanged	0.00 %	88,000	88,000

# Costing Center Summary

Costing Center: 602-433 Utilities-Sewer

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4107	Cost of Construction	Decreased	45.72 %	1,122,025	609,000
4109	I & I Reduction	Unchanged	0.00 %	200,000	200,000
<b>Total Expenditures:</b>				<b>3,774,383</b>	<b>3,148,040</b>

# Costing Center Summary

Costing Center: 602-433 Utilities-Sewer

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3016 - Permits Utilities	Estimated 73 New Residential & Commercial Permits at \$135 each		9,855
3045 - Sales	Base Rates - No Change - Adjust tier use & 2% increase		1,791,825
3051 - Trunk Charges	Estimated 40 New Commercial Units at \$2540	101,600	
3051 - Trunk Charges	Estimated 70 New Residential Units \$2540	177,800	
3051 - Trunk Charges	MET Council SAC Charge (Pass-thru)\$2435/110 new units	267,850	
			547,250
3059 - Refunds & Reimbursements			2,000
		<b>Total:</b>	<b>2,350,930</b>
<b>Financing</b>			
3063 - Interest from Investments			22,000
3065 - Interest from Receivables	Clearwater Shores HIA - Interest from Special Assessments		19,000
		<b>Total:</b>	<b>41,000</b>
<b>Bonding</b>			
3071 - Bond Proceeds	Bond Proceeds - 2016 Infrastructure Improvement		350,000
		<b>Total:</b>	<b>350,000</b>
		<b>Total Revenues:</b>	<b>2,741,930</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Sewer Wages		219,921
4003 - Part Time Wages	Seasonal Water-Sewer Maintenance Worker Wages (50% - 800 Hours)		5,396
		<b>Total:</b>	<b>225,317</b>
<b>Benefits</b>			
4011 - PERA Contributions	Sewer PERA		16,421
4013 - FICA	Sewer FICA		17,438
4017 - Worker's Comp	Sewer Workers Comp		5,400
4019 - Employee Benefits	Sewer Health Benefits		45,558
		<b>Total:</b>	<b>84,817</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Pipe, Manhole Rings, Asphalt, Rock, Facilities, Trucks		25,000
4025 - Fees & License	Cartegraph Annual Maintenance Renewal	10,000	
4025 - Fees & License	MPCA Licenses, Sewer Licenses	300	
4025 - Fees & License	Two Months Vehicle and Equipment Tracking AVL	800	
			11,100
4029 - Repairs & Maintenance	Trucks, Pumps, Controllers, Generators		40,000
4035 - Communications	Cell phones, CarverLink, Lift Stations. Includes Phone Upgrades for 3 Staff Members		5,000
4037 - Postage			7,400
4039 - Equipment	Small Tools and Accessories, Safety Equipment and Mechanic Tool Needs		14,000

# Costing Center Summary

Costing Center: 602-433 Utilities-Sewer

4040 - Fuel	Trucks & Generators		14,500
4041 - Training & Education	Finance Clerk - GFOA Training & Conference	350	
4041 - Training & Education	MRWA Conference 50%, AWWA Fall Conference, MPCA ,MN Waste Water and training for Mechanic APWA National Conference	7,000	
			<hr/>
			7,350
4043 - Travel & Mileage		400	
4043 - Travel & Mileage	Finance Clerk - Mileage to Training Events	200	
			<hr/>
			600
4044 - Public Education	Expenses related to public education of services and applications provided to the community		600
4045 - Printing & Publishing	I/I and public education		500
4047 - Liability Insurance			28,000
4049 - Electricity & Natural Gas			44,000
4053 - Subscriptions & Memberships	AWWA Standards 50%	1,300	
4053 - Subscriptions & Memberships	Finance Clerk - GFOA Membership	75	
4053 - Subscriptions & Memberships	MRWA and AWWA	1,400	
			<hr/>
			2,775
4071 - Rental/Leasing Cost	Rental Equipment for Manhole I/I Work		2,500
4082 - Water Testing			100
4085 - Uniforms	50% Uniform Costs for Utilities Staff		800
4087 - Bad Debt Expense	Delinquent Bills Left Unpaid/Account Bankruptcy		300
4093 - Depreciation			400,000
4109 - I & I Reduction	Lateral Repairs and Equipment		200,000
			<hr/>
		<b>Total:</b>	<b>804,525</b>
<b>Capital Outlay &amp; Development</b>			
4039C - Capital Equipment	Utility Truck - Addition to Fleet (No Trade of Current Fleet)		33,150
4107 - Cost of Construction	2016 Infrastructure Improvement	350,000	
4107 - Cost of Construction	Pheasant Ridge Lift Station Upgrade	259,000	
			<hr/>
			609,000
		<b>Total:</b>	<b>642,150</b>
<b>Contracted Services</b>			
4057 - Engineering Services	2017 Feasibility Study Preparation	10,000	
4057 - Engineering Services	Design Manual Update	15,000	
4057 - Engineering Services	Misc Engineering and Asset Mgt. Support	28,000	
			<hr/>
			53,000
4059 - Legal Services			1,000
4069 - Contract Services	Charges for Location ticket calls	2,500	
4069 - Contract Services	Diamond Service Fee - eSend for Utility Bills	3,000	
4069 - Contract Services	Drop N Go Contract - UB Mailing Services	750	
4069 - Contract Services	Generator Inspections	12,000	
4069 - Contract Services	I/I Chimney sealing program	30,000	
4069 - Contract Services	Sewer Repairs, Manhole Rehab	20,000	

# Costing Center Summary

Costing Center: 602-433 Utilities-Sewer

		68,250
4095 - SAC Charge	Met Council Pass-thru \$2435 @ 110 new units - City keeps 1% of revenues	265,172
4096 - Sewer Service Charge	Met Council Flow Charge \$66,827 - Increase from 2015	801,928
	<b>Total:</b>	<b>1,189,350</b>
<b>Debt</b>		
4089 - Bond Interest	Bond Series 2009A	6,175
4089 - Bond Interest	Bond Series 2013A Refunding	68,213
4089 - Bond Interest	Bond Series 2014A	6,700
4089 - Bond Interest	Bond Series 2015A	26,793
		107,881
4091 - Fiscal Agent Fees	2016 Bond Series Issuance Costs	5,000
4091 - Fiscal Agent Fees	Annual Fiscal Agent Fees for Debt Management	1,000
		6,000
	<b>Total:</b>	<b>113,881</b>
<b>Transfers Out</b>		
4097 - Interfund Transfer Out	Transfer to General Fund	88,000
	<b>Total:</b>	<b>88,000</b>
	<b>Total Expenditures:</b>	<b>3,148,040</b>
	<b>Net Total:</b>	<b>(406,110)</b>

# Costing Center Summary

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*Costing Center: 655-433 Utilities-Storm Water*

**Previous Costing Center:** 655-433 Utilities-Storm  
Water

**Department:** Public Services

**Division:** Utilities-Stormwater

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 655-433

**Approved:** Yes

**Manager:** Craig Eldred

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## **Purpose:**

The Storm Water department strives to continually improve the health of Lake Waconia and Brandt Lake located in the community with the treatment of ground water. Older storm water systems in the "heart of the city" are increasing maintenance and funding requirements for treatment structures. The City is a MS4 community with very stringent water quality restrictions enacted and regulated by the PCA and Carver County Watershed.

## **Profile:**

The Storm Water department consists of the Public Service Director (.20 FTE), Maintenance Supervisor (.40 FTE), Maintenance Workers (2 FTE), Maintenance Technician (.50 FTE), Mechanic (.29 FTE), and Seasonal Maintenance Workers (.58 FTE).

# Costing Center Summary

Costing Center: 655-433 Utilities-Storm Water

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3016	Permits Utilities	Decreased	8.89 %	36,000	32,800
3045	Sales	Increased	2.08 %	519,650	530,454
3051	Trunk Charges	Increased	26.95 %	276,100	350,500
3059	Refunds & Reimbursements	Increased	299.20 %	5,000	19,960
3063	Interest from Investments	Unchanged	0.00 %	5,000	5,000
3070	Grant Proceeds	Not used this year		250,000	0
3071	Bond Proceeds	Decreased	93.76 %	1,603,000	100,000
<b>Total Revenues:</b>				<b>2,694,750</b>	<b>1,038,714</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	12.47 %	170,258	191,496
4003	Part Time Wages	Increased	2.51 %	15,792	16,188
4011	PERA Contributions	Increased	12.47 %	12,770	14,362
4013	FICA	Increased	11.63 %	14,233	15,888
4017	Worker's Comp	Increased	57.14 %	1,400	2,200
4019	Employee Benefits	Increased	17.39 %	34,399	40,380
4023	Operating Supplies	Unchanged	0.00 %	15,000	15,000
4025	Fees & License	Unchanged	0.00 %	1,000	1,000
4029	Repairs & Maintenance	Increased	33.33 %	9,000	12,000
4035	Communications	Unchanged	0.00 %	1,400	1,400
4037	Postage	Unchanged	0.00 %	800	800
4039	Equipment	Decreased	68.97 %	29,000	9,000
4040	Fuel	Unchanged	0.00 %	13,000	13,000
4041	Training & Education	Increased	71.43 %	3,500	6,000
4044	Public Education	New this year		0	600
4045	Printing & Publishing	Unchanged	0.00 %	1,000	1,000
4047	Liability Insurance	Unchanged	0.00 %	12,000	12,000
4049	Electricity & Natural Gas	Unchanged	0.00 %	5,600	5,600
4053	Subscriptions & Memberships	Unchanged	0.00 %	1,800	1,800
4057	Engineering Services	Unchanged	0.00 %	70,000	70,000
4069	Contract Services	Decreased	85.15 %	303,100	45,000
4071	Rental/Leasing Cost	Increased	1,000.00 %	3,000	33,000
4085	Uniforms	Unchanged	0.00 %	500	500
4087	Bad Debt Expense	Unchanged	0.00 %	250	250
4089	Bond Interest	Increased	944.92 %	5,726	59,832
4091	Fiscal Agent Fees	Decreased	37.78 %	10,125	6,300
4093	Depreciation	Unchanged	0.00 %	200,000	200,000
4097	Interfund Transfer Out	Unchanged	0.00 %	55,000	55,000
4107	Cost of Construction	Decreased	92.00 %	1,874,900	150,000
<b>Total Expenditures:</b>				<b>2,864,553</b>	<b>979,596</b>

# Costing Center Summary

Costing Center: 655-433 Utilities-Storm Water

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3016 - Permits Utilities	Estimated 3 New Commercial Permits at \$1,600	4,800	
3016 - Permits Utilities	Estimated 70 New Home Permits at \$400 each	28,000	
			32,800
3045 - Sales	6% Rate Increase from 2015		530,454
3051 - Trunk Charges	Estimated 15 New Commercial Acres at \$11,000	165,000	
3051 - Trunk Charges	Estimated 70 New Residential Units at \$2650 each	185,500	
			350,500
3059 - Refunds & Reimbursements		5,000	
3059 - Refunds & Reimbursements	Reimbursement of Sweeper Rental from City of NYA (40%)	14,960	
			19,960
		<b>Total:</b>	<b>933,714</b>
<b>Financing</b>			
3063 - Interest from Investments			5,000
		<b>Total:</b>	<b>5,000</b>
<b>Bonding</b>			
3071 - Bond Proceeds	Bond Proceeds - 2016 Infrastructure Improvements		100,000
		<b>Total:</b>	<b>100,000</b>
		<b>Total Revenues:</b>	<b>1,038,714</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Storm Water Wages		191,496
4003 - Part Time Wages	Seasonal Storm Water Maintenance Worker (1)	10,792	
4003 - Part Time Wages	Seasonal Storm Water-Street Maintenance Worker Wages (50% - 800 Hours)	5,396	
			16,188
		<b>Total:</b>	<b>207,684</b>
<b>Benefits</b>			
4011 - PERA Contributions	Storm Water PERA		14,362
4013 - FICA	Storm Water FICA		15,888
4017 - Worker's Comp	Storm Water Workers Comp		2,200
4019 - Employee Benefits	Storm Water Health Benefits		40,380
		<b>Total:</b>	<b>72,830</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Pipe, Clamps, Couplings, Gravel, Rock, Asphalt, Tile, Concrete Boxes, Castings and Grates, Erosion Control Material		15,000
4025 - Fees & License	% of Radios Fees, Permit Fees	200	
4025 - Fees & License	Two Months Vehicle & Equipment Monitoring AVL	800	
			1,000
4029 - Repairs & Maintenance	% of Equipment Repairs on Equipment and Facility Repairs		12,000
4035 - Communications	Phone, Cell Phones		1,400
4037 - Postage	Mailing Fees		800
4039 - Equipment	Special Tools, Mechanic Needs, Brush mower for lots and pond maintenance		9,000

# Costing Center Summary

Costing Center: 655-433 Utilities-Storm Water

4040 - Fuel	Fuels and Lubricants		13,000
4041 - Training & Education	Mechanic Sweeper Training and Snow Conference for Water Quality Purposes APWA National Conference PW Certificate		6,000
4044 - Public Education	Expenses related to public education of services and applications provided to the community		600
4045 - Printing & Publishing	SWPP Marketing and education		1,000
4047 - Liability Insurance	Insurance		12,000
4049 - Electricity & Natural Gas	% of Heat & Lighting for PW's Facility		5,600
4053 - Subscriptions & Memberships	LMC for Stormwater Coalition	800	
4053 - Subscriptions & Memberships	Membership to MN Cities Storm Water Coalition & Minnesota Erosion Control Association	1,000	
			1,800
4071 - Rental/Leasing Cost	Equipment Rental for Track Hoe, Track Skid, Sweeper Lease with NYA Through Merchants Bank		33,000
4085 - Uniforms	10% of Public Service Employees Uniform Rental		500
4087 - Bad Debt Expense	Delinquent Bills Left Unpaid/Account Bankruptcy		250
4093 - Depreciation			200,000
		<b>Total:</b>	<b>312,950</b>
<b>Contracted Services</b>			
4057 - Engineering Services	2017 Feasibility Study Preparation	12,000	
4057 - Engineering Services	Engineering Services, Review Wetland Conservation Act, Update of Required SWPP, Pond Cleaning Assistance, Asset Mgt. Software	58,000	
			70,000
4069 - Contract Services	Storm Water Maintenance Improvement Projects; Cherrywood Town Homes, Cottages West, Stream Bank		45,000
		<b>Total:</b>	<b>115,000</b>
<b>Debt</b>			
4089 - Bond Interest	Bond Series 2014A	5,200	
4089 - Bond Interest	Bond Series 2015A	54,632	
			59,832
4091 - Fiscal Agent Fees	2016 Bond Series Issuance Costs	6,000	
4091 - Fiscal Agent Fees	Annual Fiscal Agent Fees for Debt Management	300	
			6,300
		<b>Total:</b>	<b>66,132</b>
<b>Transfers Out</b>			
4097 - Interfund Transfer Out	To General Fund		55,000
		<b>Total:</b>	<b>55,000</b>
<b>Capital Outlay &amp; Development</b>			
4107 - Cost of Construction	1st Street Reuse - Phase 3	50,000	
4107 - Cost of Construction	2016 Infrastructure Improvements	100,000	
			150,000
		<b>Total:</b>	<b>150,000</b>
		<b>Total Expenditures:</b>	<b>979,596</b>
		<b>Net Total:</b>	<b>59,118</b>

# Costing Center Summary

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Costing Center: 668-433 Utilities-Street Lights

**Previous Costing Center:** 668-433 Utilities-Street  
Lights

**Department:** Public Services

**Division:** Utilities-Streetlights

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 668-433

**Approved:** Yes

**Manager:** Craig Eldred

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## Purpose:

The Street Light department assists in providing street lighting in areas throughout the community that have poor illumination. City staff makes necessary repairs and service to the structures and fixtures that are the responsibility of the City. The majority of the City's lights are owned and maintained by Xcel Energy. A smaller portion are maintained by Minnesota Valley Electric Cooperative. Most of the lights in the municipal parking lots located in downtown Waconia are owned and maintained by the City. The traffic lights along the state highways and county roads are owned by the other agencies but the City is required to perform routine maintenance which includes bulb replacement and painting of the structures.

## Profile:

The Street Light department consists of the Public Services Director (.08 FTE), Maintenance Supervisor (.10 FTE), and Mechanic (.05 FTE).

# Costing Center Summary

Costing Center: 668-433 Utilities-Street Lights

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3045	Sales	Increased	1.56 %	240,000	243,750
3063	Interest from Investments	Unchanged	0.00 %	2,000	2,000
<b>Total Revenues:</b>				<b>242,000</b>	<b>245,750</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	4.41 %	18,199	19,001
4011	PERA Contributions	Increased	4.40 %	1,365	1,425
4013	FICA	Increased	4.38 %	1,393	1,454
4017	Worker's Comp	Increased	71.43 %	175	300
4019	Employee Benefits	Increased	14.47 %	2,584	2,958
4023	Operating Supplies	Unchanged	0.00 %	3,000	3,000
4029	Repairs & Maintenance	Unchanged	0.00 %	10,500	10,500
4035	Communications	Unchanged	0.00 %	125	125
4037	Postage	Unchanged	0.00 %	200	200
4039	Equipment	Unchanged	0.00 %	3,000	3,000
4040	Fuel	Unchanged	0.00 %	500	500
4041	Training & Education	Unchanged	0.00 %	700	700
4043	Travel & Mileage	Unchanged	0.00 %	200	200
4047	Liability Insurance	Unchanged	0.00 %	6,000	6,000
4049	Electricity & Natural Gas	Unchanged	0.00 %	2,800	2,800
4050	Street Light Electricity	Increased	4.44 %	135,000	141,000
4057	Engineering Services	Unchanged	0.00 %	5,000	5,000
4069	Contract Services	Unchanged	0.00 %	10,000	10,000
4073	Waste Disposal/Recycling	Unchanged	0.00 %	300	300
4081	Equipment Testing	Unchanged	0.00 %	500	500
4085	Uniforms	Unchanged	0.00 %	160	160
4087	Bad Debt Expense	Unchanged	0.00 %	50	50
4093	Depreciation	Unchanged	0.00 %	10,300	10,300
4107	Cost of Construction	Not used this year		15,125	0
<b>Total Expenditures:</b>				<b>227,176</b>	<b>219,473</b>

# Costing Center Summary

Costing Center: 668-433 Utilities-Street Lights

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3045 - Sales	No increase in rates from 2015		243,750
		<b>Total:</b>	<b>243,750</b>
<b>Financing</b>			
3063 - Interest from Investments			2,000
		<b>Total:</b>	<b>2,000</b>
		<b>Total Revenues:</b>	<b>245,750</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Street Light Wages		19,001
		<b>Total:</b>	<b>19,001</b>
<b>Benefits</b>			
4011 - PERA Contributions	Street Light PERA		1,425
4013 - FICA	Street Light FICA		1,454
4017 - Worker's Comp	Street Light Workers Comp		300
4019 - Employee Benefits	Street Light Health Benefits		2,958
		<b>Total:</b>	<b>6,137</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies	Lamps, globes, fixtures, wire/cable, general supplies		3,000
4029 - Repairs & Maintenance	Repairs on fixtures, % of equipment and facility repairs	5,500	
4029 - Repairs & Maintenance	Upgrades to Holiday lighting/Facilities	5,000	
			10,500
4035 - Communications	% of phones and cell phones		125
4037 - Postage	Mailing fees		200
4039 - Equipment	Mechanic Needs and Safety Items		3,000
4040 - Fuel	Fuels and lubricants		500
4041 - Training & Education			700
4043 - Travel & Mileage			200
4047 - Liability Insurance	Insurance		6,000
4049 - Electricity & Natural Gas	% of the PW's heat and lighting		2,800
4050 - Street Light Electricity	Power for street lights and semaphore lights	135,000	
4050 - Street Light Electricity	Traffic Lights/Signals	6,000	
			141,000
4073 - Waste Disposal/Recycling	Bulb & ballast disposal fees		300
4081 - Equipment Testing	% of Bucket truck annual testing		500
4085 - Uniforms	% of uniform rental		160
4087 - Bad Debt Expense	Delinquent Bills Left Unpaid/Account Bankruptcy		50
4093 - Depreciation			10,300
		<b>Total:</b>	<b>179,335</b>

# Costing Center Summary

Costing Center: 668-433 Utilities-Street Lights

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**Contracted Services**

4057 - Engineering Services	Asset Mgt. Assistance	5,000
4069 - Contract Services	LED Lighting Upgrades	10,000
	<b>Total:</b>	<b>15,000</b>
	<b>Total Expenditures:</b>	<b>219,473</b>
	<b>Net Total:</b>	<b>26,277</b>

# Costing Center Summary

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*Costing Center: 678-443 Ice Arena*

**Previous Costing Center:** 678-443 Ice Arena  
**Department:** Culture & Recreation  
**Division:** Recreation  
**Stage:** Approved

**Budget Year:** 2016  
**Accounting Reference:** 678-443  
**Approved:** Yes  
**Manager:** Craig Sinclair

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## **Purpose:**

A recreation facility offering one sheet of ice, ice time rental, public open skating, skating lessons, developmental ice time, dryland training, concessions, and meeting rooms.

## **Profile:**

The Ice Arena staffing consists of the: Park & Recreation Director (.50 FTE), Office Assistant (.40 FTE), Maintenance Supervisor (.50 FTE), Maintenance Worker (1 FTE), Programmer (.60 FTE), Custodian (.68 FTE), Guest Service Workers (.50 FTE), and On-Site Managers (1 FTE).

# Costing Center Summary

Costing Center: 678-443 Ice Arena

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3039	Rental Fees	Increased	4.06 %	263,986	274,710
3041	Program Registration & Lessons	Decreased	14.48 %	14,500	12,400
3044	Daily Fees	Increased	3.73 %	12,050	12,500
3045	Sales	Increased	36.36 %	2,200	3,000
3046	Sales-Advertising	Decreased	16.67 %	3,600	3,000
3059	Refunds & Reimbursements	Unchanged	0.00 %	50,000	50,000
3073	Interfund Transfer In	Decreased	15.01 %	686,000	583,000
<b>Total Revenues:</b>				<b>1,032,336</b>	<b>938,610</b>
<b>Expenditures</b>					
4001	Full Time Salary & Wages	Increased	4.61 %	185,313	193,851
4003	Part Time Wages	Increased	3.38 %	62,241	64,346
4011	PERA Contributions	Increased	4.10 %	16,332	17,001
4013	FICA	Increased	4.38 %	19,453	20,305
4017	Worker's Comp	Increased	51.72 %	2,900	4,400
4019	Employee Benefits	Increased	24.63 %	31,688	39,493
4023	Operating Supplies	Increased	0.61 %	12,250	12,325
4025	Fees & License	Increased	33.08 %	650	865
4029	Repairs & Maintenance	Decreased	25.06 %	20,550	15,400
4035	Communications	Decreased	6.03 %	4,480	4,210
4037	Postage	Increased	134.69 %	490	1,150
4039	Equipment	Increased	90.12 %	8,600	16,350
4039C	Capital Equipment	Not used this year		103,000	0
4041	Training & Education	Unchanged	0.00 %	700	700
4043	Travel & Mileage	Unchanged	0.00 %	1,450	1,450
4045	Printing & Publishing	Unchanged	0.00 %	4,100	4,100
4046	Marketing & Advertising	Unchanged	0.00 %	1,900	1,900
4047	Liability Insurance	Unchanged	0.00 %	9,000	9,000
4049	Electricity & Natural Gas	Unchanged	0.00 %	98,000	98,000
4053	Subscriptions & Memberships	Unchanged	0.00 %	250	250
4069	Contract Services	Unchanged	0.00 %	8,991	8,991
4071	Rental/Leasing Cost	Increased	151.52 %	660	1,660
4073	Waste Disposal/Recycling	Unchanged	0.00 %	300	300
4075	Chemicals	Increased	5.56 %	9,000	9,500
4085	Uniforms	Unchanged	0.00 %	300	300
4089	Bond Interest	Decreased	6.47 %	152,492	142,631
4090	Bond Principal	Increased	3.56 %	277,246	287,107
<b>Total Expenditures:</b>				<b>1,032,336</b>	<b>955,585</b>

# Costing Center Summary

Costing Center: 678-443 Ice Arena

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Charges for Services</b>			
3039 - Rental Fees	10 Winter Hrs (Jan 1-March 15 2016) at \$210	2,100	
3039 - Rental Fees	10 Winter Hrs (Oct 1-Dec 31 2016) at \$215	2,150	
3039 - Rental Fees	20 Winter Hours (Oct 1 - March 15) at \$130	2,600	
3039 - Rental Fees	290 Summer Hours (March 16-Sept 30 2016) at \$130	37,700	
3039 - Rental Fees	345 Hours Sold to WHA at \$210 (Jan - March 2016)	72,450	
3039 - Rental Fees	450 Hours Ice Sold to WHA at \$215 (Oct - Dec 2016)	96,750	
3039 - Rental Fees	Birthday Party Packages - 15 @ \$125 avg	1,875	
3039 - Rental Fees	H.S. Ice Use Fees 110 Hours at \$235 (Jan-March 2015)	25,850	
3039 - Rental Fees	H.S. Ice Use Fees 94 Hours at \$240 (Oct-Dec 2016)	22,560	
3039 - Rental Fees	ISD 110 Game Fees - 9 V Games at \$350 each	3,150	
3039 - Rental Fees	ISD 110 Games - 4 Girls V/JV games @ \$100 each	400	
3039 - Rental Fees	ISD 110 Games - 9 JV Games at \$100 each	900	
3039 - Rental Fees	ISD Phys Ed/Com Ed Day Use 5 hrs at \$105	525	
3039 - Rental Fees	Meeting Rooms	1,800	
3039 - Rental Fees	Skate Rental	3,300	
3039 - Rental Fees	Storage Space Rental to WHA - 12 months at \$50	600	
			274,710
3041 - Program Registration & Lessons	Broomball League 4 teams @ \$100/team	400	
3041 - Program Registration & Lessons	Learn to Skate Program	12,000	
			12,400
3044 - Daily Fees	Bubble Hockey	600	
3044 - Daily Fees	Open Skate & Hockey/Rock on Ice	11,500	
3044 - Daily Fees	Punch Cards	400	
			12,500
3045 - Sales	Arcade Machines & Vending		3,000
3046 - Sales-Advertising	Dasherboards		3,000
3059 - Refunds & Reimbursements	WHA Capital Contribution		50,000
		<b>Total:</b>	<b>355,610</b>
<b>Transfers In</b>			
3073 - Interfund Transfer In	From General Fund for Debt	430,000	
3073 - Interfund Transfer In	From General Fund for Operating	153,000	
			583,000
		<b>Total:</b>	<b>583,000</b>
		<b>Total Revenues:</b>	<b>938,610</b>
<b>Expenditures</b>			
<b>Salaries and Wages</b>			
4001 - Full Time Salary & Wages	Ice Arena Wages		193,851
4003 - Part Time Wages	Custodian Wages (1.35 FTE) (50%)	26,157	

# Costing Center Summary

Costing Center: 678-443 Ice Arena

4003 - Part Time Wages	Guest Service Worker Wages (0.50 FTE)	10,400	
4003 - Part Time Wages	On-Site Manager Wages (1.00 FTE)	27,789	
			64,346
		<b>Total:</b>	<b>258,197</b>
<b>Benefits</b>			
4011 - PERA Contributions	Ice Arena PERA		17,001
4013 - FICA	Ice Arena FICA		20,305
4017 - Worker's Comp	Ice Arena Workers Comp		4,400
4019 - Employee Benefits	Ice Arena Health Benefits		39,493
		<b>Total:</b>	<b>81,199</b>
<b>Operating Expenses</b>			
4023 - Operating Supplies		12,250	
4023 - Operating Supplies	EE Background Checks	75	
			12,325
4025 - Fees & License	Elevator Operating Permit	100	
4025 - Fees & License	Hazardous Waste Generators License	215	
4025 - Fees & License	Max Ice Annual Renewal	550	
			865
4029 - Repairs & Maintenance	Cold Water Pump Replacement	400	
4029 - Repairs & Maintenance	Custodial Equipment Repairs	1,750	
4029 - Repairs & Maintenance	Routine Maintenance	12,000	
4029 - Repairs & Maintenance	Skate Sharpening	500	
4029 - Repairs & Maintenance	Zamboni Maintenance Service	750	
			15,400
4035 - Communications	CarverLink Phone & Internet Service	3,360	
4035 - Communications	Cell Phones for Director/Programmer/Maintenance Staff	850	
			4,210
4037 - Postage	Misc Postage	250	
4037 - Postage	Program Guide Postage (30% of Total Cost)	900	
			1,150
4039 - Equipment		4,300	
4039 - Equipment	(1) 25' Flag Pole	3,750	
4039 - Equipment	Additional Rental Skates	500	
4039 - Equipment	Generator Switch Gear	4,000	
4039 - Equipment	Stand-by Main Circulation Pump	3,800	
			16,350
4041 - Training & Education	MIAMA Star Course - 1 Attendee		700
4043 - Travel & Mileage			1,450
4045 - Printing & Publishing	Misc Printing/Publishing	500	
4045 - Printing & Publishing	Program Guide Printing (30% of Total Cost)	3,600	
			4,100
4046 - Marketing & Advertising	Dasher Board Ads 3x300 & Other		1,900
4047 - Liability Insurance			9,000

# Costing Center Summary

Costing Center: 678-443 Ice Arena

4049 - Electricity & Natural Gas	Electricity	80,000	
4049 - Electricity & Natural Gas	Gas	18,000	
		<hr/>	98,000
4053 - Subscriptions & Memberships	MIAMA		250
4071 - Rental/Leasing Cost	Generator Rental	1,000	
4071 - Rental/Leasing Cost	Konica Printer Lease Contract	660	
		<hr/>	1,660
4073 - Waste Disposal/Recycling	Lamp Recycling		300
4075 - Chemicals	Compressor Oil	1,000	
4075 - Chemicals	Cooling Tower Chemicals	7,500	
4075 - Chemicals	Softener Salt	1,000	
		<hr/>	9,500
4085 - Uniforms			300
		<b>Total:</b>	<b>177,460</b>
<b>Contracted Services</b>			
4069 - Contract Services	Annual Elevator Maintenance Contract	1,475	
4069 - Contract Services	Fire Extinguisher Testing	40	
4069 - Contract Services	Simplex Grinnel Fire Maint/Mont	1,326	
4069 - Contract Services	Skate Lesson Instruction	5,400	
4069 - Contract Services	Sprinkler Inspection	750	
		<hr/>	8,991
		<b>Total:</b>	<b>8,991</b>
<b>Debt</b>			
4089 - Bond Interest	Bond Interest		142,631
4090 - Bond Principal	Bond Principal		287,107
		<hr/>	<b>Total: 429,738</b>
		<b>Total Expenditures:</b>	<b>955,585</b>
		<b>Net Total:</b>	<b>(16,975)</b>

# Costing Center Summary

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*Costing Center: 701-710 Lodging Tax*

**Previous Costing Center:** 701-710 Lodging Tax

**Department:** Non-Departmental

**Division:** Special Tax

**Stage:** Approved

**Budget Year:** 2016

**Accounting Reference:** 701-710

**Approved:** Yes

**Manager:** Nicole Lueck

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## **Purpose:**

Lodging tax is imposed on lodging facilities located in the City. Funds can only be used for tourism related purposes. City ordinance allows for 95% of the annual lodging tax collections to be requested by organizations who will utilize the funds for a tourism related activity. The City may also use the funds for tourism related activities.

## **Profile:**

A special revenue fund established to collect and distribute lodging tax revenue.

# Costing Center Summary

Costing Center: 701-710 Lodging Tax

Object Code	Object Code Description	Changes	Percent Change	2015 Amount	2016 Amount
<b>Revenues</b>					
3006	Lodging Tax	Unchanged	0.00 %	44,000	44,000
3063	Interest from Investments	Increased	50.00 %	100	150
<b>Total Revenues:</b>				<b>44,100</b>	<b>44,150</b>
<b>Expenditures</b>					
4069	Contract Services	Increased	0.12 %	41,900	41,950
4097	Interfund Transfer Out	Unchanged	0.00 %	2,200	2,200
<b>Total Expenditures:</b>				<b>44,100</b>	<b>44,150</b>

# Costing Center Summary

Costing Center: 701-710 Lodging Tax

## 2016 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2016 Budget
<b>Revenues</b>			
<b>Taxes &amp; Assessments</b>			
3006 - Lodging Tax	Lodging tax from AmericInn & America's Best Value Inn		44,000
		<b>Total:</b>	<b>44,000</b>
<b>Financing</b>			
3063 - Interest from Investments			150
		<b>Total:</b>	<b>150</b>
		<b>Total Revenues:</b>	<b>44,150</b>
<b>Expenditures</b>			
<b>Contracted Services</b>			
4069 - Contract Services			41,950
		<b>Total:</b>	<b>41,950</b>
<b>Transfers Out</b>			
4097 - Interfund Transfer Out	To General Fund-5% of revenues received		2,200
		<b>Total:</b>	<b>2,200</b>
		<b>Total Expenditures:</b>	<b>44,150</b>
		<b>Net Total:</b>	<b>0</b>



# 2016 Operating Budget Summary

By Division, Revenues vs Expenditures

All Funds

			Expenses	Revenues	Net	
<b>Administrative Services</b>	Administration	101-411 Administration	(522,875)	4,489,330	3,966,455	
	Central Facilities	101-445 Central Facilities	(306,021)	61,891	(244,130)	
	Finance	101-412 Finance	(434,893)	95,500	(339,393)	
	Technology	101-413 Technology	(221,490)		(221,490)	
		<b>Total Administrative Services</b>	<b>(1,485,279)</b>	<b>4,646,721</b>	<b>3,161,442</b>	
<b>Community Development</b>	Building Inspections	101-425 Building Inspections	(183,975)	625,250	441,275	
	Economic Development	101-415 Economic Development	(6,900)		(6,900)	
		202-415 Revolving Loan	(12,700)	37,600	24,900	
	Planning	101-416 Planning	(265,487)	10,100	(255,387)	
		<b>Total Community Development</b>	<b>(469,062)</b>	<b>672,950</b>	<b>203,888</b>	
<b>Culture &amp; Recreation</b>	Recreation	231-443 Safari Island	(1,361,629)	1,311,598	(50,031)	
		678-443 Ice Arena	(955,585)	938,610	(16,975)	
		<b>Total Culture &amp; Recreation</b>	<b>(2,317,214)</b>	<b>2,250,208</b>	<b>(67,006)</b>	
<b>Non-Departmental</b>	Non Departmental	101-000 Transfers	(1,433,000)	333,200	(1,099,800)	
		103-000 PIR	(1,932,806)	2,127,994	195,188	
		105-000 Capital Equipment	(979,090)	518,104	(460,986)	
		107-000 PEG	(12,999)	15,700	2,701	
		302-000 2015B Debt	(14,811)	1,162,036	1,147,225	
		303-000 PIR Debt	(3,207,337)	2,856,390	(350,947)	
		304-000 2014A Debt	(152,050)	160,270	8,220	
		305-000 2015A Debt	(181,911)	623,552	441,641	
		344-000 Community Center Debt	(163,639)	157,000	(6,639)	
		410-000 TIF 1 Workforce Housing	(18,910)	20,700	1,790	
		411-000 TIF 2 Auburn Meadows	(135,550)	150,100	14,550	
		412-000 TIF 3 Cherry Street	(7,660)	7,950	290	
		413-000 TIF 4 Pine Business Park	(22,150)	24,050	1,900	
		420-000 Clearwater Shores HIA	(41,900)	41,900		
		Special Tax	701-710 Lodging Tax	(44,150)	44,150	
			<b>Total Non-Departmental</b>	<b>(8,347,963)</b>	<b>8,243,096</b>	<b>(104,867)</b>
	<b>Public Safety</b>	Community Safety	101-427 Community Safety	(1,990)		(1,990)
Fire		101-423 Fire Dept	(370,530)	100,120	(270,410)	
Law Enforcement		101-421 Law Enforcement	(714,339)	98,000	(616,339)	
		<b>Total Public Safety</b>	<b>(1,086,859)</b>	<b>198,120</b>	<b>(888,739)</b>	
<b>Public Services</b>	Public Services-Parks	101-441 Parks	(450,316)	500	(449,816)	
		210-441 Park Dedication	(25,000)	500	(24,500)	
	Public Services-Streets	101-431 Streets	(978,129)	54,275	(923,854)	
	Utilities-Sewer	602-433 Utilities-Sewer	(3,148,040)	2,741,930	(406,110)	
	Utilities-Stormwater	655-433 Utilities-Storm Water	(979,596)	1,038,714	59,118	
	Utilities-Streetlights	668-433 Utilities-Streetlights	(219,473)	245,750	26,277	
	Utilities-Water	601-433 Utilities-Water	(3,812,922)	2,925,822	(887,100)	
		<b>Total Public Services</b>	<b>(9,613,476)</b>	<b>7,007,491</b>	<b>(2,605,985)</b>	
	<b>Total</b>	<b>(23,319,852)</b>	<b>23,018,586</b>	<b>(301,266)</b>		

City of Waconia, Minnesota  
*Capital Improvement Plan*  
 2016 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
<b>Administrative Services</b>													
Administration													
Election Equipment	201	74	10,000				25,000						35,000
<i>Cap Equip Cash</i>			<i>10,000</i>				<i>25,000</i>						<i>35,000</i>
Central Facilities													
City Hall Side Chair Replacements	229	60				10,000							10,000
<i>Cap Equip Cash</i>						<i>10,000</i>							<i>10,000</i>
City Hall Conference Room Chairs	230	64			13,000								13,000
<i>Cap Equip Cash</i>					<i>13,000</i>								<i>13,000</i>
City Hall Boilers	277	78			10,100								10,100
<i>Cap Equip Cash</i>					<i>10,100</i>								<i>10,100</i>
City Hall Carpet Replacement	329	59		50,000									50,000
<i>PIR Cash</i>				<i>50,000</i>									<i>50,000</i>
Council Chambers Carpet Replacement	330	59				15,000							15,000
<i>PIR Cash</i>						<i>15,000</i>							<i>15,000</i>
City Hall Generator	472	81	85,250										85,250
<i>Cap Equip Cash</i>			<i>85,250</i>										<i>85,250</i>
City Hall Facility Updates Roof & Doors	473	79	27,000										27,000
<i>PIR Cash</i>			<i>27,000</i>										<i>27,000</i>
Technology													
City Hall Main Server	227	80		17,500					20,000				37,500
<i>Cap Equip Cash</i>				<i>17,500</i>					<i>20,000</i>				<i>37,500</i>
Recreation & All City Point of Sale Software Upgrade (Class Software)	391	71		25,000									25,000
<i>PIR Cash</i>				<i>25,000</i>									<i>25,000</i>
Firewall/Access Points/Router	420	27								40,000			40,000
<i>Cap Equip Cash</i>										<i>40,000</i>			<i>40,000</i>
Phone Switch	421										35,000		35,000
<i>Cap Equip Cash</i>											<i>35,000</i>		<i>35,000</i>
<b>Administrative Services Total</b>			<b>122,250</b>	<b>92,500</b>	<b>23,100</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>20,000</b>	<b>40,000</b>	<b>35,000</b>		<b>382,850</b>
<b>Community Development</b>													
Economic Development													
Downtown Parking Lot Construction - Corner of 2nd & Elm Street	465			350,000									350,000
<i>PIR Cash</i>				<i>350,000</i>									<i>350,000</i>

Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Land Purchase - Downtown Parking - Corner of 2nd & Elm Street	466			150,000									150,000
<i>PIR Cash</i>				150,000									150,000
Land Purchase - Pine Business Park - 87 8th Street Waconia	487	27	158,000										158,000
<i>PIR Cash</i>			158,000										158,000
<b>Community Development Total</b>			<b>158,000</b>	<b>500,000</b>									<b>658,000</b>
<b>Culture &amp; Recreation</b>													
Recreation													
Reitz Lake Fishing Pier	112	49		54,000									54,000
<i>PIR Cash</i>				54,000									54,000
Brook Peterson Tennis Court Lighting (ISD #110 Installation of Courts)	118	47		50,000									50,000
<i>PIR Cash</i>				50,000									50,000
Interior Walls Refinishing - Pool Deck Area	238	61		30,000									30,000
<i>Developers Cost Apportion</i>				15,000									15,000
<i>PIR Cash</i>				15,000									15,000
Front Desk Replacement/Lobby Flooring/Stairs & Landing Flooring	241	61	50,500										50,500
<i>PIR Cash</i>			50,500										50,500
Pool Deck Resurfacing	243	70		60,000									60,000
<i>Developers Cost Apportion</i>				39,600									39,600
<i>PIR Cash</i>				20,400									20,400
Rubber Flooring Ramp & Concessions	247	62				16,000							16,000
<i>Arena Cash</i>						16,000							16,000
Domestic Water Boiler	248	60					30,000						30,000
<i>Arena Cash</i>							30,000						30,000
Zamboni Batteries - Replacement	251	64				15,000							15,000
<i>Arena Cash</i>						15,000							15,000
Lion's Den Equipment Updgrades	269	71					98,000						98,000
<i>PIR Cash</i>							98,000						98,000
Legacy Village Park Equipment Upgrades	288	75							71,000				71,000
<i>PIR Cash</i>									71,000				71,000
Pheasant Ridge Park Equipment Upgrades	289	78					98,600						98,600
<i>PIR Cash</i>							98,600						98,600
Windmill Creek Park Equipment Upgrades	290	75					65,000						65,000
<i>PIR Cash</i>							65,000						65,000
Safari Island Roof Replacement	381	81	450,000										450,000
<i>Revenue Bonds</i>			450,000										450,000
Safari Island Dectron Units (2 Units)	382		600,000										600,000
<i>Revenue Bonds</i>			600,000										600,000
Waterford Park Equipment Upgrades	383	70						68,000					68,000
<i>PIR Cash</i>								68,000					68,000
Oak Pointe Park Equipment Upgrades	384	70					65,000						65,000
<i>PIR Cash</i>							65,000						65,000
Wildhurst Park Equipment Upgrades	385	70									77,000		77,000

Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
<i>PIR Cash</i>											77,000		77,000
Fox Run Park Equipment Upgrades	386	70								74,000			74,000
<i>PIR Cash</i>										74,000			74,000
Interlaken Park Equipment Upgrades	387	70							71,000				71,000
<i>PIR Cash</i>									71,000				71,000
Pinehill Park Equipment Upgrades	388	70									77,000		77,000
<i>PIR Cash</i>											77,000		77,000
Safari Island Expansion Project	390									3,500,000			3,500,000
<i>Revenue Bonds</i>										3,500,000			3,500,000
Den 1 & 2 Floor Replacement - Safari Island	453	81							18,000				18,000
<i>PIR Cash</i>									18,000				18,000
Refurbish Water Slide in Recreation Pool Area - Safari Island	458	70					20,000						20,000
<i>PIR Cash</i>							20,000						20,000
Upgrade Locker Room HVAC - Ice Arena	459	78			60,000								60,000
<i>Arena Cash</i>					60,000								60,000
<b>Culture &amp; Recreation Total</b>			<b>1,100,500</b>	<b>194,000</b>	<b>60,000</b>	<b>31,000</b>	<b>376,600</b>	<b>68,000</b>	<b>160,000</b>	<b>3,574,000</b>	<b>154,000</b>		<b>5,718,100</b>
<b>Public Safety</b>													
Fire													
Fire Engine-Replacement of Truck #17	21	69		563,000									563,000
<i>Cap Equip Cash</i>				563,000									563,000
Fire Tanker - Replacement of #16 (3500 gal)	211	90				339,000							339,000
<i>Cap Equip Cash</i>						339,000							339,000
Fire Station	22	69				8,000,000							8,000,000
<i>Revenue Bonds</i>						8,000,000							8,000,000
Rescue Boat Replacement	281	67	80,000										80,000
<i>Cap Equip Cash</i>			80,000										80,000
Self Contained Breathing Apparatus Bottles	282	75			152,000								152,000
<i>Cap Equip Cash</i>					76,000								76,000
<i>Grant Proceeds</i>					76,000								76,000
Extrication Tools	334	55		83,000									83,000
<i>Cap Equip Cash</i>				83,000									83,000
Chief #3 Sport Utility Vehicle	335	67			65,000								65,000
<i>Cap Equip Cash</i>					65,000								65,000
ATV & Trailer Replacement	336	63					27,000						27,000
<i>Cap Equip Cash</i>							27,000						27,000
Utility Vehicle - Addition to Fleet	337	59							70,000				70,000
<i>Cap Equip Cash</i>									70,000				70,000
Command Vehicle SUV - Replacement of 2014 Chevrolet Tahoe (Command 11)	338	79								68,000			68,000
<i>Cap Equip Cash</i>										68,000			68,000
Rescue Truck - Replacement of 2000 Peterbuilt (Rescue 11)	422	71					450,000						450,000
<i>Cap Equip Cash</i>							450,000						450,000
Chief SUV Replacement - Replacement of 2015 Chief SUV	424	67									70,000		70,000

Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Cap Equip Cash											70,000		70,000
Fire Engine - Replacement of 2005 Peterbuilt (Engine 11)	425	74										650,000	650,000
Cap Equip Cash											650,000		650,000
<b>Public Safety Total</b>			<b>80,000</b>	<b>646,000</b>	<b>217,000</b>	<b>339,000</b>	<b>8,027,000</b>	<b>450,000</b>	<b>70,000</b>	<b>68,000</b>	<b>70,000</b>	<b>650,000</b>	<b>10,617,000</b>
<b>Public Services</b>													
<b>Infrastructure Projects</b>													
Infrastructure 2016 - Portions of Ridgewood Court, 2nd St W, Redwood St S, Cherry St S	125	72	3,000,000										3,000,000
429 Bonds			1,600,000										1,600,000
Revenue Bonds			1,400,000										1,400,000
Infrastructure 2016 - Trail Connection CSAH 10/Hilks Lake/Waconia Parkway North Trail System	125-A	82	92,600										92,600
429 Bonds			92,600										92,600
Infrastructure 2016 - Hilks Lake Park Equipment Upgrades	125-B	73	85,000										85,000
429 Bonds			37,000										37,000
PIR Cash			48,000										48,000
Infrastructure - Vista Boulevard Median Extension	125-C	62	23,000										23,000
429 Bonds			23,000										23,000
Infrastructure 2016 - Overlay of Sunset Blvd, Cherry St, Industrial Blvd, Wildhurst and Deerfield Rd	125-D	58	674,400										674,400
429 Bonds			674,400										674,400
Infrastructure 2016 - Interlaken Crossing/Airport Road Reconstruction	125-E	65	813,400										813,400
429 Bonds			813,400										813,400
Storm Water Reuse System - Highway 5 to Marketplace Drive/Mill Lane/Bent Creek Park	125-F		500,000										500,000
Grant Proceeds			225,000										225,000
Revenue Bonds			275,000										275,000
Storm Water Reuse System - Hunter's Crossing Pond to Brook Peterson Park	125-G		500,000										500,000
Grant Proceeds			225,000										225,000
Revenue Bonds			275,000										275,000
Infrastructure 2017- Portions of 2nd St, Cedar St, Walnut St, Maple St	126	72		1,755,063									1,755,063
429 Bonds				1,404,050									1,404,050
Revenue Bonds				351,013									351,013
Infrastructure 2017 - Community Drive Extension	126-A			1,327,139									1,327,139
429 Bonds				1,327,139									1,327,139
Infrastructure 2018 - Portions of 1st Street East	127	72			2,062,423								2,062,423
429 Bonds					1,387,423								1,387,423
Revenue Bonds					675,000								675,000

Department	Project #	Total		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
		Ranking												
Infrastructure 2018 - CSAH 10 Extension <i>GO Bonds</i>	127-A	23			6,549,569									6,549,569
					<i>6,549,569</i>									<i>6,549,569</i>
Infrastructure 2018 - 94th Street <i>GO Bonds</i>	127-B	23			1,133,702									1,133,702
					<i>1,133,702</i>									<i>1,133,702</i>
Infrastructure 2019 - Portions of Maple St, 2nd St, 4th St, 3rd St, Olive St, Walnut St <i>429 Bonds</i>	128	72				2,651,900								2,651,900
						<i>2,041,963</i>								<i>2,041,963</i>
<i>Revenue Bonds</i>						<i>609,937</i>								<i>609,937</i>
Infrastructure 2020 - Main Street West (Walnut to Olive Street) <i>429 Bonds</i>	129	72					2,968,361							2,968,361
							<i>2,043,361</i>							<i>2,043,361</i>
<i>Revenue Bonds</i>							<i>925,000</i>							<i>925,000</i>
Infrastructure 2021 - Olive Street (1st Street to Highway 5) <i>429 Bonds</i>	131	72						3,000,000						3,000,000
								<i>3,000,000</i>						<i>3,000,000</i>
Infrastructure 2022 - Portions of Orange St, Oak St, Main St E, 1st St E <i>429 Bonds</i>	132	72							3,200,000					3,200,000
									<i>3,200,000</i>					<i>3,200,000</i>
Infrastructure 2023 - Portions of Maple St S, 3 1/2 St, 4th St, 5th St, Oak St, Orange St <i>429 Bonds</i>	133	72								3,400,000				3,400,000
										<i>3,400,000</i>				<i>3,400,000</i>
Infrastructure 2024 - Portions of Elm St, Pine St, 2nd St, 3rd St, 4th St <i>429 Bonds</i>	134	72									3,000,000			3,000,000
											<i>3,000,000</i>			<i>3,000,000</i>
Infrastructure 2025 - Portions of Spruce St, Oak St, Orange St, 3rd St, 2nd St <i>429 Bonds</i>	475	72										3,000,000		3,000,000
												<i>3,000,000</i>		<i>3,000,000</i>
Public Services-Parks														
Truck-One Ton-Replacement for #34 <i>Cap Equip Cash</i>	106	48		55,350										55,350
				<i>55,350</i>										<i>55,350</i>
Sidewalk - 5th St (Cherry St to Maple St) <i>PIR Cash</i>	213	54		71,000										71,000
				<i>71,000</i>										<i>71,000</i>
Finish Mower (Land Pride) Unit #5001 <i>Cap Equip Cash</i>	260	70			31,670									31,670
					<i>31,670</i>									<i>31,670</i>
Trailer for Parks Maintenance <i>Cap Equip Cash</i>	292	60		12,915										12,915
				<i>12,915</i>										<i>12,915</i>
Trail Connection - County Road 10 - North of Crosswinds Development <i>PIR Cash</i>	347	61						120,000						120,000
								<i>120,000</i>						<i>120,000</i>
Future Community Parkland Purchase <i>Park Ded Cash</i>	348						1,500,000	1,500,000						3,000,000
							<i>1,500,000</i>	<i>1,500,000</i>						<i>3,000,000</i>
Replacement of 2014 Toro Zero Turn Lawn Mower With Bagging Capabilities #0194 <i>Cap Equip Cash</i>	392	107					13,500							13,500
							<i>13,500</i>							<i>13,500</i>
Replacement of 2014 Toro Groundsmaster 5910 #0131 <i>Cap Equip Cash</i>	393	90					127,900							127,900
							<i>127,900</i>							<i>127,900</i>
New Mower - Addition to Parks Fleet	394	107	61,000											61,000

Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Cap Equip Cash			61,000										61,000
Upgrade to Restroom Facilities - City Square Park	399	67		75,000									75,000
PIR Cash				75,000									75,000
Upgrade to Restroom Facility - Brook Peterson Park	400	65		85,000									85,000
PIR Cash				85,000									85,000
Vine Street Overlook & Fishing Pier	401	71			40,000								40,000
PIR Cash					40,000								40,000
Waconia Baseball Grandstand Construction	414		1,395,942										1,395,942
Donations			778,276										778,276
GO Bonds			617,666										617,666
Bobcat Toolcat Replacement Unit 167	470	76						53,200					53,200
Cap Equip Cash								53,200					53,200
Additional 1 Ton Truck	9	36			43,000								43,000
Cap Equip Cash					43,000								43,000
Sidewalk -8th/Pine St - Frontage Rd to Future Development	94	58			18,000								18,000
PIR Cash					18,000								18,000
Public Services-Streets													
Dump Truck-Replacement of #0028	195	64		253,500									253,500
Cap Equip Cash				253,500									253,500
2005 Tenco Snow Blower Unit #0131	258	78					123,700						123,700
Cap Equip Cash							123,700						123,700
2005 John Deere Tractor 5425 Unit #0135	259	73			95,000								95,000
Cap Equip Cash					95,000								95,000
Replacement for 1998 John Deere Grader Unit #0136	261	67				145,400							145,400
Cap Equip Cash						145,400							145,400
Replacement of Bush Hog Disc Mower	262	68	11,500										11,500
Cap Equip Cash			11,500										11,500
Replacement for 2011 Dodge 4 Dr. Pickup Unit #0041	264	75						41,600					41,600
Cap Equip Cash								41,600					41,600
Replacement Ford F-450 Dump Unit #0033	265	66				78,300							78,300
Cap Equip Cash						78,300							78,300
Replacement Ford F-450 Dump Unit #0037	266	64					80,635						80,635
Cap Equip Cash							80,635						80,635
Replacement Ford F-450 Dump Unit #0038	267	57					80,635						80,635
Cap Equip Cash							80,635						80,635
Replacement MorMark Chipper Unit #0150	268	98					47,100						47,100
Cap Equip Cash							47,100						47,100
Skid Steer 2014/Replacement in 2020 Unit #160	27	64					80,640						80,640
Cap Equip Cash							80,640						80,640
Replacement Sterling Tanker Truck Unit #0029	272	57					87,400						87,400
Cap Equip Cash							87,400						87,400
					155		69,920						69,920

Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
<i>Developers Cost Apportion</i>													
Replacement Kubota RTV1100 Unit #157	304	69			32,800				17,480				17,480
<i>Cap Equip Cash</i>					32,800								32,800
Replacement of 2013 Used Asphalt Paver	305	85						170,102					170,102
<i>Cap Equip Cash</i>								170,102					170,102
Replacement Unit #36 Single Axle Dump with Plow, Wing, and Underbody	307	81								316,700			316,700
<i>Cap Equip Cash</i>										316,700			316,700
Replacement Unit #39 Chassis and Boom Replacement	308	78								374,200			374,200
<i>Cap Equip Cash</i>										374,200			374,200
<i>Street Light Cash</i>										187,100			187,100
<i>Street Light Cash</i>										187,100			187,100
Replacement 2013 BobCat Skid Steer Loader Unit #0161; 2019	37	67				78,000							78,000
<i>Cap Equip Cash</i>						78,000							78,000
Used Fork Lift Truck - Addition to Street Fleet	395	44	18,000										18,000
<i>Cap Equip Cash</i>			18,000										18,000
Upgrade De-Icing Blending System	398	61			130,000								130,000
<i>Cap Equip Cash</i>					130,000								130,000
Group Attachment Acquisitions Public Services	471	92	57,000										57,000
<i>Cap Equip Cash</i>			57,000										57,000
County Road Extension - Airport Road	481							2,000,000					2,000,000
<i>GO Bonds</i>								2,000,000					2,000,000
Replacement 2001 Wheel Front End John Deere Loader unit #0130	71	71	302,000										302,000
<i>Cap Equip Cash</i>			302,000										302,000
New Dump Truck with Ice and Snow Equipment - Addition to Streets Fleet	75	57			252,150								252,150
<i>Cap Equip Cash</i>					252,150								252,150
Replacement Dump Truck-Unit #0023	77	65	250,740										250,740
<i>Cap Equip Cash</i>			250,740										250,740
New 1-Ton Dump w/ Snow & Ice Control Equipment	81	56			88,700								88,700
<i>Cap Equip Cash</i>					88,700								88,700
Replacement Dump Truck for 2007 Mack #0032	82	66						283,720					283,720
<i>Cap Equip Cash</i>								283,720					283,720
Utilities-Sewer													
Pheasant Ridge Lift Station Upgrade	19	64	259,000										259,000
<i>Sewer Cash</i>			259,000										259,000
Replacement Kohler Portable Generator Unit #0146	235	100		143,280									143,280
<i>Sewer Cash</i>				71,640									71,640
<i>Water Cash</i>				71,640									71,640
Lake Street/ Sierra/ Sterling Hills Lift Station Renovations	240	69			130,000								130,000
<i>Sewer Cash</i>					130,000								130,000



Department	Project #	Total Ranking	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Water Tower #2 Exterior Reconditioning	311	82	350,000										350,000
<i>Water Cash</i>			350,000										350,000
Treatment Plant #3 South Phase Media	312	80					355,000						355,000
<i>Water Cash</i>							355,000						355,000
Test Well for Implementing Wells #9 and #10	313	74				190,000							190,000
<i>Water Cash</i>						190,000							190,000
Construction of Well #9	314	70					820,000						820,000
<i>Water Cash</i>							820,000						820,000
Construction of Well #10	315	72							875,000				875,000
<i>Water Cash</i>									875,000				875,000
Water Tower Construction (Eastern Annexation Area)	316	69					6,200,000						6,200,000
<i>Water Cash</i>							6,200,000						6,200,000
Lower Water Tower #1 and Install Mono Pole	317	66						225,000					225,000
<i>Water Cash</i>								225,000					225,000
Construction of Water Treatment Facility #4	318	61								11,000,000			11,000,000
<i>Water Cash</i>										11,000,000			11,000,000
Construction of Well #11	319	68										900,000	900,000
<i>Water Cash</i>												900,000	900,000
Water Meter Change Out - Sensus to Neptune Reading System	402	64	385,265	415,785									801,050
<i>Water Cash</i>			385,265	415,785									801,050
SCADA System (Water Treatment Plant #3 System Controls) Upgrade	408	65	35,000										35,000
<i>Water Cash</i>			35,000										35,000
Utility Truck-Addition to Current Fleet	99	47	66,300										66,300
<i>Sewer Cash</i>			33,150										33,150
<i>Water Cash</i>			33,150										33,150
<b>Public Services Total</b>			<b>8,988,147</b>	<b>7,944,032</b>	<b>10,657,014</b>	<b>4,420,000</b>	<b>13,302,471</b>	<b>7,652,622</b>	<b>4,424,800</b>	<b>15,090,900</b>	<b>3,000,000</b>	<b>3,900,000</b>	<b>79,379,986</b>
<b>GRAND TOTAL</b>			<b>10,448,897</b>	<b>9,376,532</b>	<b>10,957,114</b>	<b>4,815,000</b>	<b>21,731,071</b>	<b>8,170,622</b>	<b>4,674,800</b>	<b>18,772,900</b>	<b>3,259,000</b>	<b>4,550,000</b>	<b>96,755,936</b>