

Comparative Data

- Preliminary Estimated Market Value 2017
 - Rice \$1,181,207,500
 - Dakota \$ 115,041,436
 - Total EMV - 2017 \$1,296,248,936
 - Total EMV – 2016 \$1,227,403,000
 - Total increase of \$68,845,936 estimated

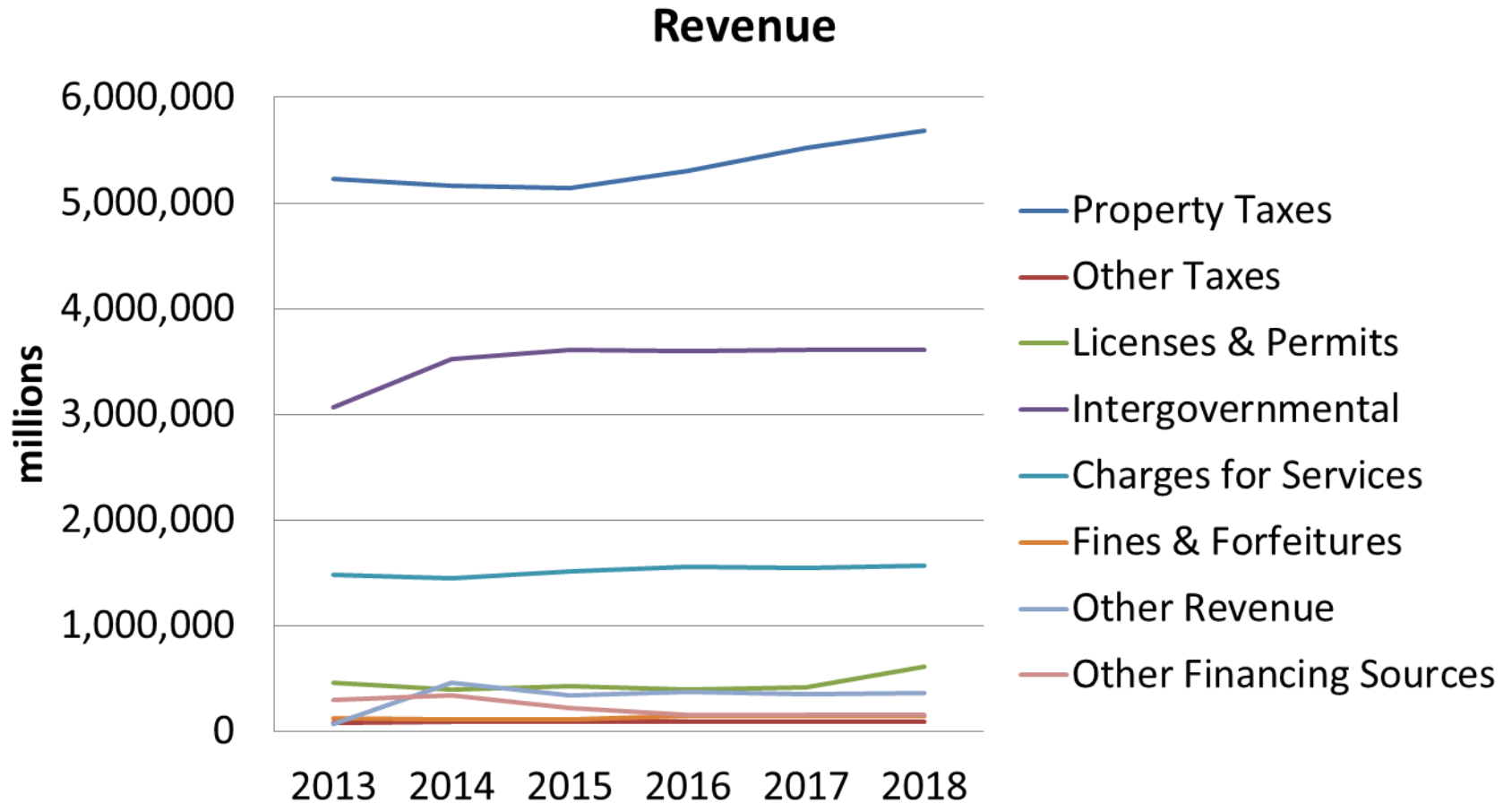


Historical Levy Summary

Historical Tax Rate		Total Levy Increase
2014	63.3%	-0.1%
2015	60.2%	1.1%
2016	61.1%	3.3%
2017		3.0%

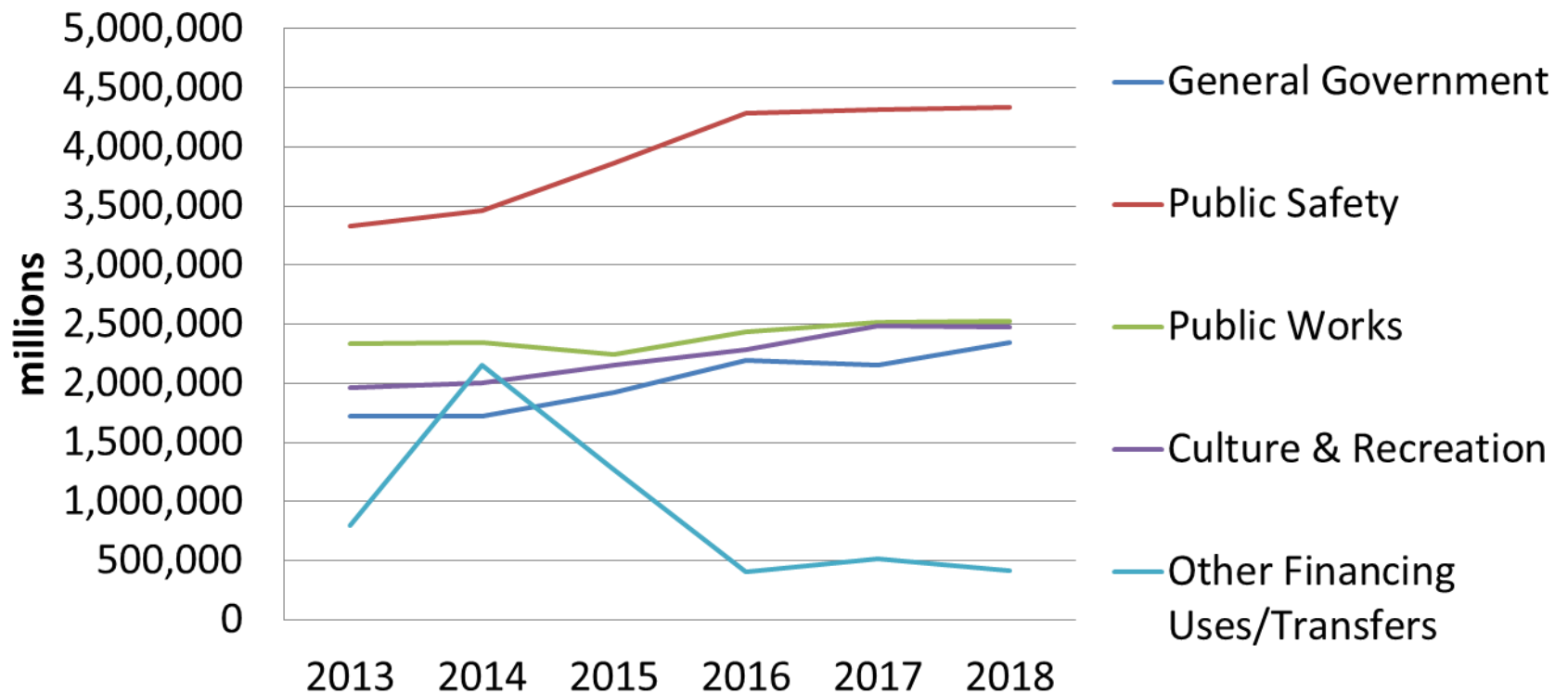


Budget Information



Budget Information

General Fund Expense



Levy Implications

	2016	2017 - 3%
General Fund	5,300,150	5,524,155
NCRC Operations	189,472	189,472
City Facilities Fund	40,000	60,000
Park Fund	90,000	120,000
Vehicle & Equipment Fund	300,075	330,500
Total General Levies	5,919,697	6,224,127
Debt Levies	1,736,041	1,644,360
Total Levy	7,655,738	7,868,487
EDA	219,488	229,488
HRA	223,968	233,968
Total Levy for City	8,099,194	8,341,943



General Fund Balance

Year	Description	\$ Amount	Running Total
2015	Fund Balance per CAFR	\$6,900,596	\$6,900,596
2016	Capital Dollars (Library Fundraising)	- 172,644	\$6,727,952
2016	Park Fund-Spring Creek Trail	- 57,500	\$6,670,452
2018	Capital Reserve Fund (Fire Station)	- 250,000	\$6,420,452
2018	Library Fundraising Dollars (3 years)	+ 172,644	\$6,593,096



General Fund Balance

Year	Estimated Fund Balance	50% Required Operating Reserve (3% inflation estimate)	Difference Total Estimated Less 50%
2014	\$6,890,491	\$5,592,581	1,297,910
2015	\$6,900,596	\$5,686,638	1,213,958
2016	\$6,670,452	\$5,804,688	865,764
2017	\$6,670,452	\$5,997,297	865,764
2018	\$6,596,096	\$6,177,404	418,692



Debt Service

	Total Debt Levy	\$ Increase	Attributable to?
2015	1,685,477		
2016	1,736,041	50,564	Inflation on street project
2017	1,644,360	-91,681	NCRC facility bonds done
2018	1,692,860	53,643	Inflation on street project
2019	1,692,860	-0-	Hold debt levy steady



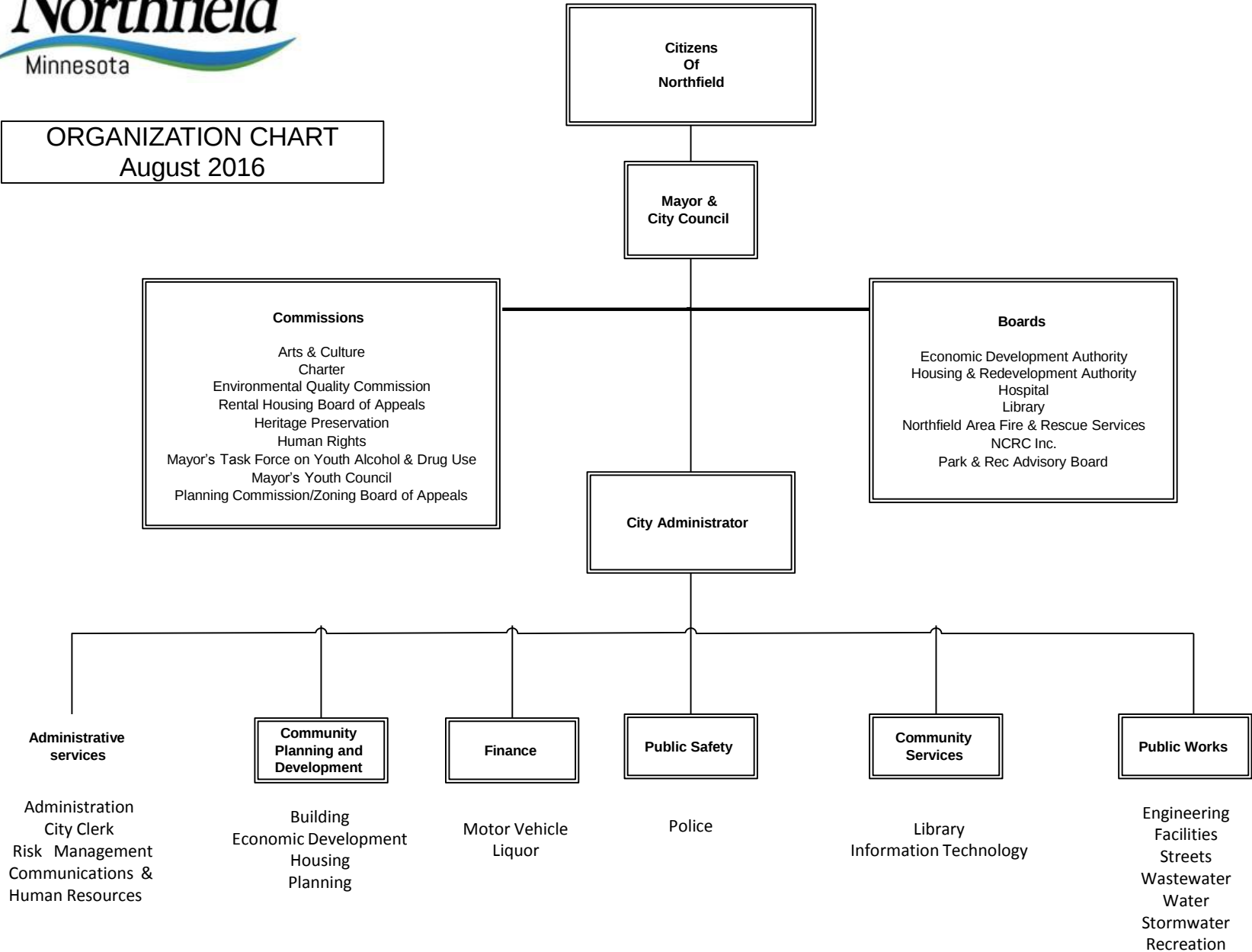
Notable General Fund Increases

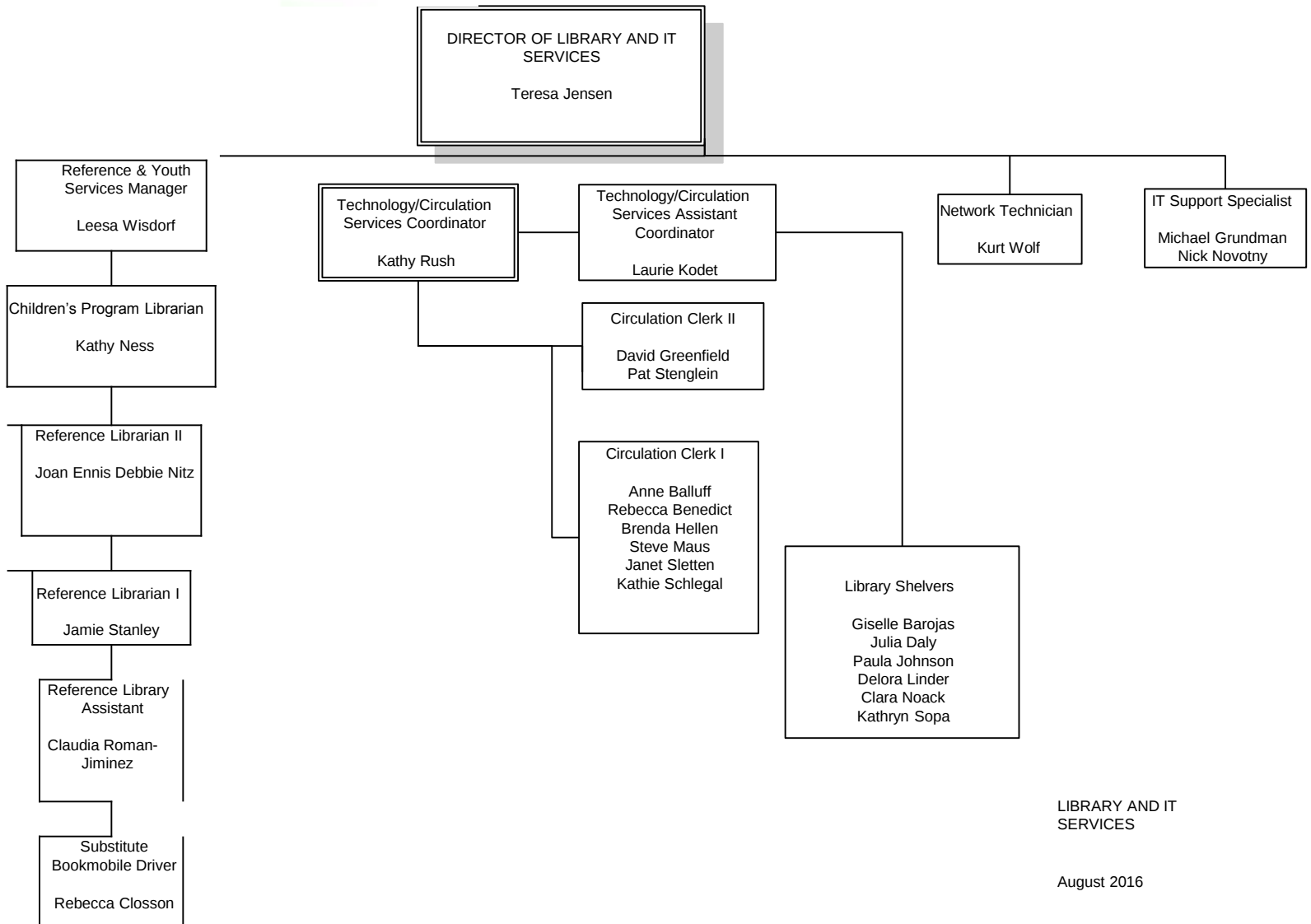
- Overtime for Streets and Parks increase
- Increase for additional part time employees in the parks and streets departments
- Intern wages
- Fireworks
- Compensation study contingency





ORGANIZATION CHART
August 2016





LIBRARY AND IT
SERVICES

August 2016

Library

	<u>2016 YTD and % of budgeted</u>								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	830,442	785,725	790,355	843,286	373,927	44.3%	845,431	0.25%	871,071
Supplies	37,892	31,981	20,257	43,250	25,163	58.2%	40,000	-7.51%	34,000
Charges for services	82,551	73,296	143,403	81,434	43,704	53.7%	84,547	3.82%	81,434
Other Charges	89,636	92,478	94,647	104,000	32,921	31.7%	108,200	4.04%	108,900
Capital outlay	-	52,618	41,626	75,736	37,946	50.1%	150,962	99.33%	65,736
Debt service	13,653	13,653	13,653	13,909	6,826	49.1%	13,909	0.00%	13,909
Total	1,054,174	1,049,751	1,103,941	1,161,615	520,487	44.8%	1,243,049	7.01%	1,175,050
Offsetting Revenues:		-		-					
Intergovernmental	300,868	188,470	188,890	188,470	94,235	50.00%	188,470	0.00%	188,470
Fines & Forfeitures	30,895	26,553	17,754	33,000	7,320	22.18%	33,000	0.00%	33,000
Total	331,763	215,023	206,644	221,470	101,555	47.9%	221,470	0.00%	221,470

Areas of Note:

241 more open hours in 2017

Public-Private funding of new library Bookmobile



CEP



- Existing Booker in need of \$11,000 in repairs; requires Class C driver's license to operate

Sprinter Bookmobile



Sprinter Interior



New Bookmobile facts & figures

Funding:

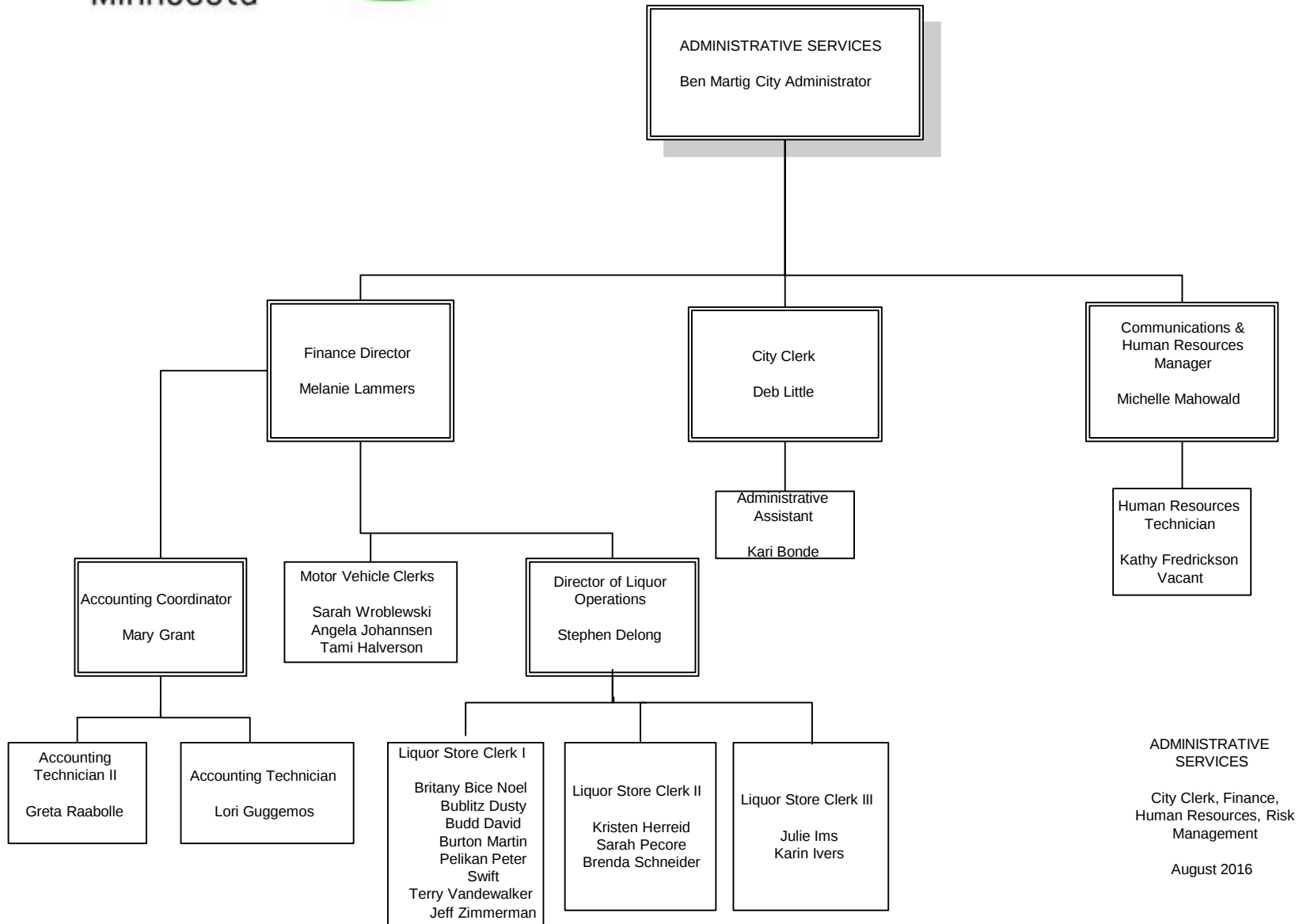
Mpls Foundation donor	50% of cost	\$66,800
City of Northfield	25% of cost	\$33,400
Northfield Community Partners	15% of cost	\$20,040
Library Friends & Foundation	10% of cost	\$13,360
Total Bookmobile costs		\$133,600

Advantages:

- Lifespan of 25+ years
 - No need of special license to operate; staffed by 1 person
 - City-owned asset with expenditures of only $\frac{1}{4}$ of total cost
 - Outreach to daycares, schools and senior care facilities
 - Positive City presence at community/civic events
- 

Information Technology

	2016						2017	2016 vs	2018
	2013 Actual	2014 Actual	2015 Actual	Adopted Budget	YTD July	% used YTD	Proposed Budget	2017 % increase	Projected Budget
REVENUES									
Other Revenue	(7,330)	6,957	3,558	8,000	6,004	75%	8,000	0.00%	8,000
Internal Service Revenue	67,515	64,376	622,204	636,169	318,084	50%	646,894	1.69%	636,169
Transfer In	-	360,000	-	-	-	-	-		-
Total Revenue	<u>60,185</u>	<u>431,333</u>	<u>625,762</u>	<u>644,169</u>	<u>324,088</u>	<u>50%</u>	<u>654,894</u>	1.69%	<u>644,169</u>
EXPENSES									
Personal Services	-	232,971	250,963	275,419	135,391	49%	283,144	2.80%	265,073
Supplies	68,446	81,073	20,959	49,000	4,626	9%	49,000	0.00%	109,000
Other Services and Charges	27,694	135,260	147,393	236,250	30,769	13%	244,250	6.29%	175,050
Depreciation	-	-	-	-	-	0%	-		-
Capital Outlay	23,850	69,283	113,445	70,500	-	0%	70,500	0.00%	39,500
Transfers Out									
Total Expenses	<u>119,990</u>	<u>518,587</u>	<u>532,760</u>	<u>631,169</u>	<u>170,786</u>	<u>27%</u>	<u>646,894</u>	9.09%	<u>588,623</u>
Net Income / (Loss)	(59,805)	(87,254)	93,002	13,000	153,302		8,000		55,546
OTHER FINANCING SOURCES (USES)									
Transfer Out	-			-	-		-		-
Sale of Assets	-			-	-		-		-
CHANGE IN NET ASSETS	<u>(59,805)</u>	<u>(87,254)</u>	<u>93,002</u>	<u>13,000</u>	<u>153,302</u>		<u>8,000</u>		<u>55,546</u>
Beginning Fund Balance	458,108	398,303	311,049	404,051			417,051		425,051
Ending Fund Balance	398,303	311,049	404,051	417,051			425,051		480,597



ADMINISTRATIVE
SERVICES

City Clerk, Finance,
Human Resources, Risk
Management

August 2016

Mayor and Council

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 YTD and % of budgeted		2017 Proposed	2016 vs 2017 % increase	2018 Projected
					\$ as of 6-30-16	%			
Personnel	59,597	59,254	64,909	67,754	31,199	46.0%	67,764	0.01%	67,764
Supplies	95	4,512	1,620	1,200	63	5.3%	1,600	33.33%	1,200
Charges for services	28,099	7,284	69,512	113,575	16,396	14.4%	107,525	-5.33%	107,285
Other Charges	39,720	77,243	84,234	115,076	47,462	41.2%	105,128	-8.64%	109,602
Total	127,511	148,293	220,275	297,605	95,120	32.0%	282,017	-5.24%	285,851

Areas of Note:

Personnel Currently no change in Mayor or Council salaries.

Charges for Services Legal fees removed and put back in Administration budget. Project codes will be used to track expenses.

Other Charges

- Dues/Memberships LMC, NLC, Human Rights, MN Mayors = \$19,250
- Partnership programs:
 - NDDC \$35,000 (no contract 2017 and no request received)
 - SMIF \$5,000 (requested \$5,800)
 - NHS \$25,792 (contract 2017)
 - Mill Towns Trail Joint Powers Board \$300.

Administration

					<u>2016 YTD and % of budgeted</u>				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	181,426	196,723	156,582	160,417	59,181	36.9%	176,742	10.18%	183,596
Supplies	4,959	1,234	377	2,200	667	30.3%	2,200	0.00%	2,200
Charges for services	155,657	146,129	141,678	181,200	40,514	22.4%	211,000	16.45%	221,700
Other Charges	1,203	796	1,059	1,200	1,190	99.2%	1,425	18.75%	1,475
Total	343,245	344,882	299,696	345,017	112,356	32.6%	391,367	10.16%	408,971

Areas of Note:

Personnel City Administrator wage/benefit increase impact based on negotiated contract.

Charges for Services Legal fees removed from various department budgets and put back in Administration budget for more easily tracked costs. Project codes will be used to track expenses to the issue/use.

Professional Service \$15,000 Implementation costs of strategic work plan & performance measurement.



City Clerk

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	131,976	142,842	161,971	159,771	66,409	41.6%	153,972	-3.63%	174,159
Supplies	563	1,382	255	1,200	55	4.6%	1,300	8.33%	1,300
Charges for services	12,774	10,253	32,916	24,250	11,758	48.5%	23,750	-2.06%	46,113
Other Charges	220	360	250	350	230	65.7%	300	-14.29%	400
Total	145,533	154,837	195,392	185,571	78,452	42.3%	179,322	-4.79%	221,972
Offsetting Revenues:	-								
Licenses & Permits	60,322	61,441	-	67,630	-		67,630	-	67,630

Areas of Note:

Personnel Decrease due to change in insurance coverage.

Charges for Services Review of technology upgrades to fully automate & integrate processes and forms to capture and share data (electronic meetings software & laserfiche workflow).

Capital Outlay \$2,500 city clerks desk re-alignment office

Elections

				2016 YTD and % of budgeted					
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	-	-	-	5,574	-	*	-	-100.00%	8,074
Supplies	92	567	-	2,000	-	*	-	-100.00%	2,000
Charges for services	4,095	29,445	10,715	48,800	6,337	13.0%	7,600	-84.43%	54,100
Capital outlay	5,000	-	5,239	-	-	*	10,500	100.00%	5,000
Total	9,187	30,012	15,954	56,374	6,337	11.2%	18,100	-70.22%	69,174

Areas of Note:

Personnel & Supplies No budgeted funds as no elections in 2017.

Capital Outlay \$10,500 voting booth and equipment replacement.

Total Decrease of \$38,274 due to non-election year.

Human Resources

					2016 YTD and % of budgeted				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	212,885	178,208	205,077	222,739	97,391	43.7%	240,794	8.11%	248,542
Supplies	1,322	650	767	2,497	356	14.3%	2,497	0.00%	2,497
Charges for services	104,301	103,238	149,541	138,948	72,490	52.2%	118,948	-14.39%	118,948
Other Charges	471	150	310	1,000	85	8.5%	1,000	0.00%	1,000
Total	318,979	282,246	355,695	365,184	170,322	46.6%	363,239	-0.66%	370,987

Areas of Note:

Personnel Add a line item to cover 3-5 high school summer interns to work in City departments in conjunction with Northfield's Youth Leadership Academy.

General Work Priorities

- Continue to enhance communications efforts through the website, media, and social media.
 - Complete and implement Council approved job classification and compensation study.
 - Settle labor contracts.
- 

Finance

					2016 YTD and % of budgeted				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	322,996	304,622	336,822	365,324	167,617	45.9%	374,492	2.51%	394,471
Supplies	4,306	4,237	10,144	2,600	1,149	44.2%	3,000	15.38%	2,600
Charges for services	53,851	57,641	81,269	50,750	22,421	44.2%	52,547	3.54%	50,750
Other charges	465	831	581	1,300	120	9.2%	1,300	0.00%	1,300
Total	381,618	367,331	428,816	419,974	191,307	45.6%	431,339	1.59%	449,121

Areas of Note:

Charges for Services

- Increase in travel and training due to additional planned training in 2017
- IT costs went down from 2016

Other Financing Uses

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 YTD and % of budgeted		2017 Proposed	2016 vs 2017 % increase	2018 Projected
					\$ as of 6-30-16	%			
Personnel	3,459	-	-	-	-		-		-
Charges for services	147,302	154,354	154,355	154,354	77,177	50.0%	154,354	0.00%	154,354
Other Charges	115,330	221,322	150,623	191,300	34,886	18.2%	295,300	54.36%	232,300
Debt service	27,991	28,416	28,291	28,292	14,146	50.0%	28,292	0.00%	28,292
Transfers out	503,617	1,751,443	936,236	30,000	-		-	-100.00%	-
Total	797,699	2,155,535	1,269,505	403,946	126,209	31.2%	477,946	18.32%	414,946

Areas of Note:

Other Charges

- Compensation Study Additional Contingency
- Added Fireworks \$15,000
- Other Charges increase due to additional contingency monies for the compensation study and the fireworks



Liquor Store Fund

	2016						2016 vs	
	2013	2014	2015	Adopted	% used	2017	2017 %	2018
	Actual	Actual	Actual	Budget	YTD June	YTD	Projected	increase
								Projected
OPERATING REVENUES								
Sales	3,080,661	3,163,170	3,076,452	3,265,857	1,547,318	47%	3,126,200	-4.28%
Cost of Sales	(2,290,467)	(2,328,235)	(2,332,505)	(2,436,777)	(1,018,239)	42%	(2,339,388)	-4.00%
GROSS PROFIT	790,194	834,935	743,947	829,080	529,079	64%	786,812	-5.10%
OTHER REVENUES	(13,392)	21,053	5,724	10,000	11,744		14,000	40.00%
Total Revenues	776,802	855,988	749,671	839,080	540,823	64%	800,812	-4.56%
EXPENSES								
Personnel	383,322	403,619	405,078	431,147	201,473	47%	435,001	0.89%
Supplies	13,941	41,685	18,368	26,940	7,342	27%	29,800	10.62%
Other Services and Charges	146,454	156,622	198,363	198,576	69,863	35%	197,306	-0.64%
Total Expenses	543,717	601,926	621,809	656,663	278,678	42%	662,107	0.83%
Net Income (Loss)	233,085	254,062	127,862	182,417	262,145	144%	138,705	-23.96%
OTHER FINANCING SOURCES (USES)	(131,280)	(136,607)	(125,000)	(131,406)	(4,710)		(138,284)	5.23%
CHANGE IN NET ASSETS	101,805	117,455	2,862	51,011	257,435		421	74,595
Revenue over (under) expenditures	101,805	117,455	2,862	102,022	257,435		842	
Beginning Fund Balance	1,118,017	1,219,822	1,337,277		1,340,139		1,597,574	1,598,416
Ending Fund Balance	1,219,822	1,337,277	1,340,139		1,597,574		1,598,416	1,673,011

Liquor Store Fund

- Revenue anticipated lower based on current year sales
- Supplies are up, budgeted for painting.



CIP [Liquor]

2015

- Complete market and feasibility analysis

2016

- Site Review
- Design.

2017-2018

- Design
- Construction





Police Chief
Monte Nelson

Administrative
Assistant
Karen Mangold

Deputy Chief
Mark Dukatz

Emergency
Management
Director
Tim Isom

Patrol Sergeants

Scott Johnson
Thad Monroe
Kevin Tussing

Patrol Officers

Mike Murphy-Smith

Records Specialist

Donah Broadhead
Mischelle Watkins

Evidence
Technician

Lynn James

Investigation
Sergeant

P.T. Haider

Patrol Officer-
Investigations

Brian Kramer
Jesse Cordova

Community
Services Officer

Annie Haan

School Resource
Officer

Angela Borchardt

Blaine Anderson Jesse Cordova Brent Feldhake David Jandro Jr. Steve Klostermeier Mark Kohn

Josh Nelson Drew Wierson Kyle Watkins Bart Wiese Vacant (2)

POLICE DEPARTMENT

August 2016

Police

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	2,350,300	2,472,838	2,673,868	2,892,736	1,268,478	43.9%	2,895,237	0.09%	2,944,674
Supplies	177,650	171,057	144,881	177,500	54,510	30.7%	190,000	7.04%	200,000
Charges for services	179,662	183,748	287,686	173,140	44,225	25.5%	180,640	4.33%	180,640
Other Charges	30,035	19,243	20,794	248,036	10,017	4.0%	215,453	-13.14%	26,200
Capital outlay	-	-	-	-	-		-	0.00%	-
Total	2,737,647	2,846,886	3,127,229	3,491,412	1,377,230	39.4%	3,481,330	-0.29%	3,351,514
Offsetting Revenues:	-								
Intergovernmental	154,278	159,068	162,967	156,050	-	0.0%	156,050	-	156,050
Charges for Services	68,553	69,251	55,236	73,400	6,920	9.4%	74,800	0	74,800
Fines & Forfeitures	86,648	86,974	95,436	108,000	34,215	31.7%	108,000	-	108,000
Total	309,479	315,293	313,639	337,450	27,971		338,850	0	338,850

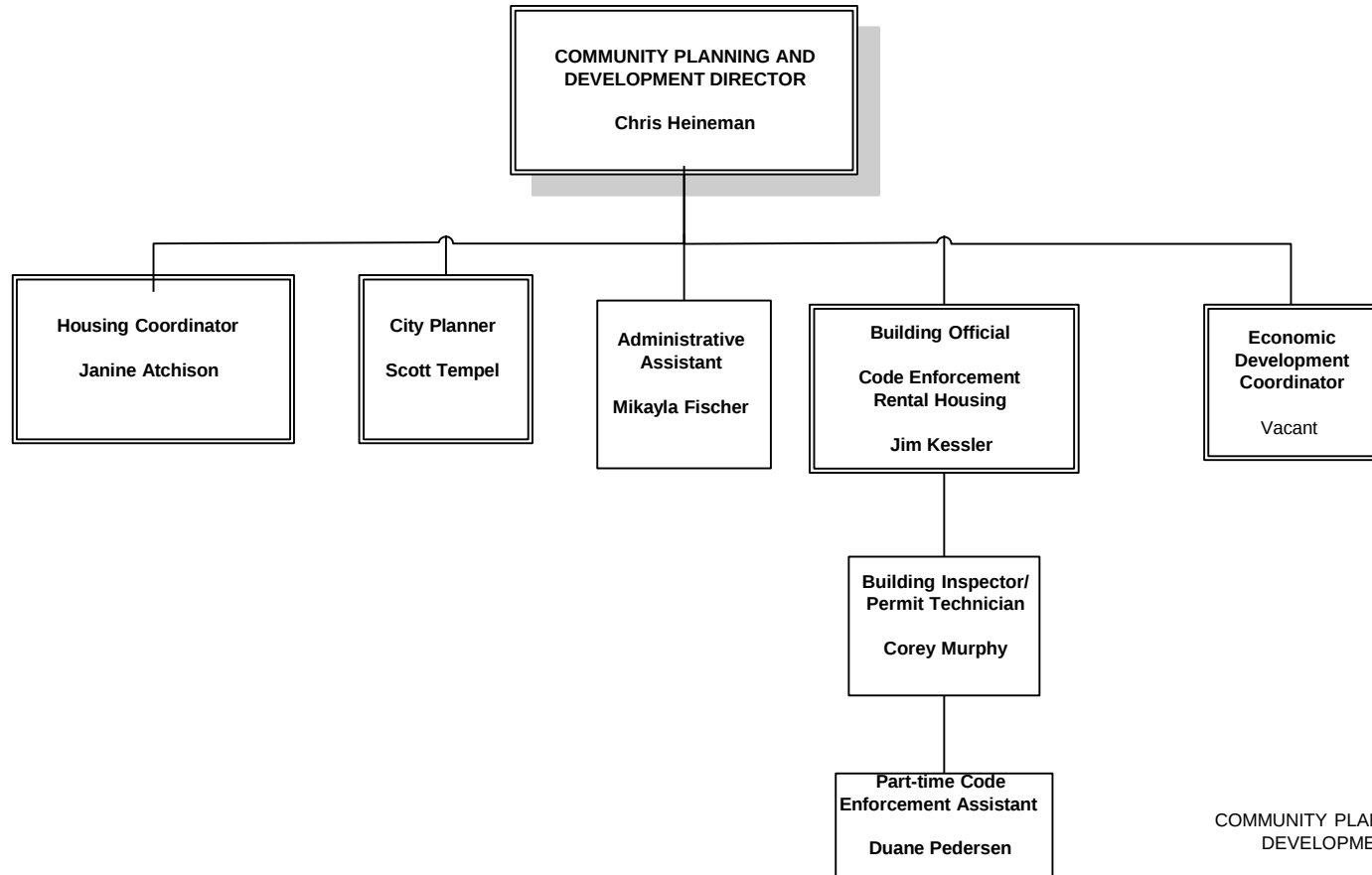
Supplies The Department continues to adjust the amounts for Fuel, General Supplies, and Emergency Preparedness lines. The costs being tracked in General Supplies include Ammunition & Range Supplies, Reserve and Explorer Programs, and Equipment Replacement including Radar units, AED's, PBT's, and Firearms/Accessories.

Charges for Services The only change was \$7500 that was moved from the Fuel line to SWAT in Charges for Services. This was necessary to cover increased fees for the DC-MAAG SWAT team.

Fire

					2016 YTD and % of budgeted				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	318,511	262,637	151,674	142,000	1,000		151,000	6.34%	151,000
Supplies	75,946	23,928	240	-	55		-	0.00%	-
Charges for services	22,705	142,354	367,319	402,109	189,878	47.2%	380,000	-5.50%	380,000
Other Charges	1,483	988	-	-	-		-	0.00%	-
Total	418,645	429,907	519,233	544,109	190,933	35.1%	531,000	-2.41%	531,000





COMMUNITY PLANNING &
DEVELOPMENT

Community Development
Economic Development
Housing, Planning
Building Code Enforcement

August 2016

Community Development

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	119,135	98,092	110,848	89,532	43,370	48.4%	95,252	6.39%	97,561
Supplies	7,399	1,777	524	500	233	46.6%	500	0.00%	500
Charges for services	11,144	8,295	36,107	13,700	2,157	15.7%	11,700	-14.60%	13,700
Other Charges	191	1,503	86	1,500	834	55.6%	3,500	0.00%	3,500
Total	137,869	109,667	147,565	105,232	46,594	44.3%	110,952	1.68%	115,261

Community Development

- Increase in personnel budget due to shift in salary allocation



Planning

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	62,360	93,070	108,489	139,734	55,030	39.4%	125,227	-10.38%	130,885
Supplies	2,432	2,640	174	500	25	5.0%	500	0.00%	500
Charges for services	25,735	43,883	33,673	21,240	16,597	78.1%	34,000	60.08%	34,000
Other Charges	190	95	1,300	1,000	1,300	130.0%	500	-50.00%	500
Total	90,717	139,688	143,636	162,474	72,952	44.9%	160,227	-1.54%	165,885
Offsetting Revenue:									
License & Permits	7,720	6,645	8,444	30,000	3,550		30,000	-	7,500

Personnel budget decrease due to shift in salary split. Consultant services in 2017 to include Complete Streets workshop and LDC update consultant services.



Building Inspection

2016 YTD and %
of budgeted

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	162,364	165,866	172,253	212,958	85,393	40.1%	231,889	8.89%	237,350
Supplies	5,926	10,670	8,082	12,800	6,653	52.0%	12,800	0.00%	12,800
Charges for services	7,600	5,487	21,929	14,000	3,845	27.5%	15,200	8.57%	15,200
Other Charges	841	455	1,255	500	267	53.4%	500	0.00%	500
Total	176,731	182,478	203,519	240,258	96,158	40.0%	260,389	7.26%	265,850
-									
Offsetting Revenues:									
Licenses and Permits	396,557	328,812	348,235	294,000	208,570	70.9%	315,000	7.14%	390,000
Charges for Services	5,330	7,820	6,160	10,000	4,970	49.7%	10,000	0.00%	10,000
Fines & Forfeitures	1,899	746	331	6,000	-	0.0%	6,000	0.00%	6,000
Total	403,786	337,378	354,726	310,000	213,540	68.9%	331,000	6.77%	406,000

Areas of Note:

Personnel reallocation of existing staff time to more realistically reflect time spent in the Building Inspection Department. It should be noted the revenues for 2016 are currently estimated by year end to be about 200% of the original estimate. This is the effect of large projects at the colleges which are very hard to estimate in the budgeting cycle. We included a modest increase in the 2017 revenue forecast to account for some known projects and a larger increase for 2018 for other known projects.

EDA

				2016					
	2013	2014	2015	Adopted	% used	2017	2016 vs 2017 %	2018	
	Actual	Actual	Actual	Budget	YTD June	PROPOSED	increase	PROJECTED	
						BUDGET		BUDGET	
OPERATIONS:									
REVENUES									
Taxes	209,810	205,121	213,844	219,488	73,322	33%	229,488	4.56%	229,488
Integovernmental	-	-	-	-	-	0%	-	-	-
Other Revenue	136,014	59,666	17,440	27,000	16,126	60%	25,500	-5.56%	25,500
Total Operating Revenues	345,824	264,787	231,284	246,488	89,448	36%	254,988	3.45%	254,988
EXPENDITURES									
Personal Services	56,489	69,806	64,954	122,087	13,154	11%	113,082	-7.38%	87,293
Supplies	57	-	425	500	223	0%	500	0.00%	500
Charges for Services	22,260	20,215	27,498	34,340	3,569	10%	25,340	-26.21%	25,040
Other Charges	119,858	89,220	110,128	114,558	49,004	43%	105,808	-7.64%	123,558
Transfers Out	2,693	2,747	-	6,177	3,089	50%	2,827	-54.23%	2,902
Total Operating Expenditures	201,357	181,988	203,005	277,662	69,039	25%	247,557	-10.84%	239,293
Revenues over (under)	144,467	82,799	28,279	(31,174)	20,409	-65%	7,431		15,695
DEBT SERVICE:									
Transfer in from City	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
Revenues over (under) Expenditures	144,467	82,799	28,279	(31,174)	20,409	-65%	7,431	-	15,695
Budget Balance									
Fund balance - January 1st	1,130,518	1,274,985	1,357,784	1,386,063			1,354,889		1,362,320
Fund balance - December 31st	1,274,985	1,357,784	1,386,063	1,354,889			1,362,320		1,378,015

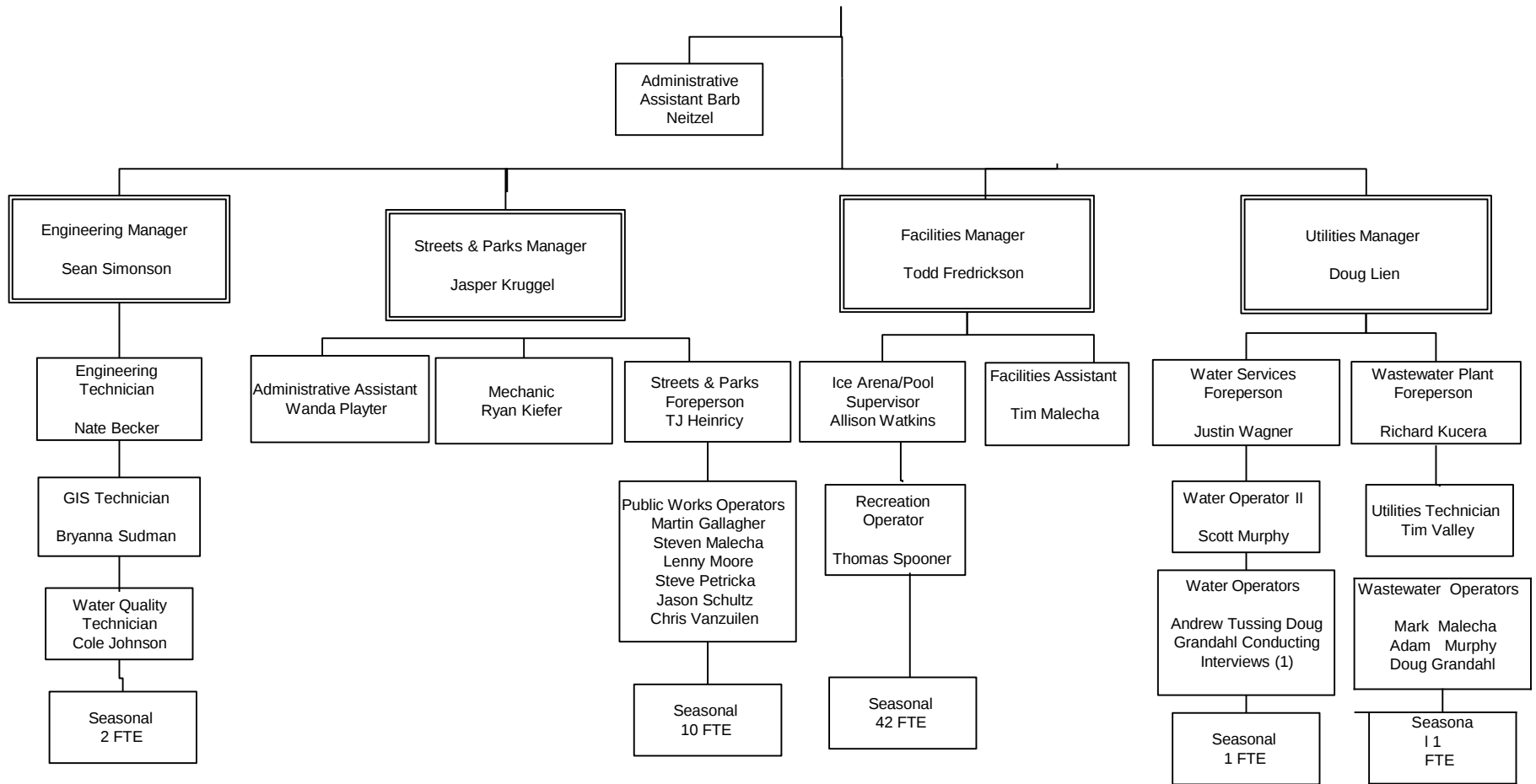
HRA

	2016						2017	2016 vs 2017 %	2018
	2013 Actual	2014 Actual	2015 Actual	Adopted Budget	YTD June	% used YTD	PROPOSED BUDGET	increase	PROJECTED BUDGET
REVENUES BY MAJOR CATEGORY									
Taxes	214,010	209,441	218,175	223,968	74,822	33%	233,968	4.46%	233,968
Intergovernmental	-	-	-	-	-	0%	-		-
Other Revenue	30,424	61,065	47,793	63,344	35,049	51%	67,107	5.94%	63,344
Total Revenues	244,434	270,506	265,968	287,312	109,871	38%	301,075	4.79%	297,312
EXPENDITURES									
Personal Services	62,154	78,020	63,254	126,946	43,938	35%	105,963	-16.53%	81,045
Supplies	99	-	206	300	128	0%	300	0.00%	-
Other Services and charges	61,439	58,749	50,902	85,914	38,584	120%	83,749	-2.52%	69,134
Debt Service	-	-	-	-	-	0%	-		300
Capital Outlay	-	39,098	56,513	68,563	11,307	16%	63,401	-7.53%	116,000
Transfers Out	12,693	2,747	-	5,589	2,795	50%	1,857	-66.77%	2,902
Total Expenditures	136,385	178,614	170,875	287,312	96,752	34%	255,270	-11.15%	269,381
Revenues over (under)	108,049	91,892	95,093	-	13,119		45,805		27,931
Fund balance - January 1st	652,342	760,391	852,283		947,376		960,495		1,006,300
Fund balance - December 31st	760,391	852,283	947,376		960,495		1,006,300		1,034,231
EXPENDITURES BY PROGRAM AREA									
General Operating	104,514	106,123	86,457	177,424	55,780	31%	141,619	-20.18%	118,236
Rental Projects	29,612	33,636	27,905	39,325	29,572	75%	48,250	22.70%	33,145
LMI Housing	14,331	39,404	56,513	70,563	11,400	16%	65,401	-7.32%	118,000
	148,457	179,163	170,875	287,312	96,705	34%	255,270	-11.15%	269,381



PUBLIC WORKS DIRECTOR
CITY ENGINEER

David Bennett PE



City Hall Operations

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Supplies	91,749	52,407	35,549	34,800	10,492	30.1%	35,500	2.01%	36,220
Charges for services	59,855	76,427	61,524	60,300	28,396	47.1%	59,900	-0.66%	62,100
Capital outlay	1,350	100	10,379	12,000	-	0.0%	-	-100.00%	-
Debt service	13,261	13,261	13,262	13,261	6,631	50.0%	13,261	0.00%	13,261
Total	166,215	142,195	120,714	120,361	45,519	37.8%	108,661	-1.67%	111,581
Offsetting Revenues:	-	-	-	-	-	-	-	-	-
Charges for Services	9,750	9,750	9,750	9,750	-	-	9,750	-	9,750

City Hall Operations

- Supplies were estimated to be up a little based on actual final numbers from 2015.
- Capital outlay has been moved into Facilities Projects in the General Fund.



Engineering

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	398,537	389,036	394,405	399,208	170,362	42.7%	430,240	7.77%	440,798
Supplies	20,574	15,484	15,403	15,182	5,695	37.5%	15,182	0.00%	16,932
Charges for services	27,656	17,974	100,718	25,700	12,242	47.6%	28,650	11.48%	21,650
Other Charges	2,972	11,449	9,725	6,300	1,023	16.2%	800	-87.30%	6,500
Capital outlay	-	-	3,570	3,500	3,500		4,000	14.29%	1,000
Total	449,739	433,943	523,821	449,890	189,322	42.1%	478,872	4.31%	486,880
Offsetting Revenues:									
Charges for Services	228,971	274,978	310,741	285,200	40,614		285,200	-	285,200

Key Items 2017

- 2017 Street Reclamation Project
 - Personnel increase is associated with increases in salaries
 - Other Charges decreased due to software costs transferred to the IT budget
- 

Streets

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	589,613	547,300	602,826	628,546	343,222	54.6%	683,786	8.79%	675,904
Supplies	221,441	225,805	144,569	198,500	67,871	34.2%	205,500	3.53%	205,050
Charges for services	594,922	621,031	449,080	475,300	176,476	37.1%	485,750	2.20%	485,950
Other Charges	1,659	3,767	1,968	3,500	584	16.7%	4,000	14.29%	4,000
Capital outlay	-	-	-	14,100	-		-	-100.00%	-
Debt service	9,791	9,791	9,791	9,791	4,895	50.0%	9,791	0.00%	9,791
Total	1,417,426	1,407,694	1,208,234	1,329,737	593,048	44.6%	1,388,827	4.84%	1,380,695
Offsetting Revenues:									
Intergovernmental	207,409	213,595	223,684	211,507	101,871	48.2%	211,507	0.00%	211,507
Charges for Services	16,863	15,755	12,167	8,500	8,500	100.0%	8,500	0.00%	8,500
Total	224,272	229,350	235,851	220,007	110,371	50.2%	220,007	0.00%	220,007

- Personnel increase is associated with increases in salaries, and additional part time positions request. Also additional overtime was requested
- Supplies and Charges for Services increase is driven by CPI upward trend
- Other Charges increase has an increase of \$500 and is associated with CPI
- Overall increase is 4.84% and is heavily associated with personnel
- **Level of service will remain equal to 2016**

Street Lighting

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Supplies	8,794	54,732	17,587	36,000	6,120	17.0%	35,000	-2.78%	35,000
Charges for services	267,295	224,742	265,375	270,000	72,250	26.8%	270,000	0.00%	275,000
Total	276,089	279,474	282,962	306,000	78,370	25.6%	305,000	-0.33%	310,000
Offsetting Revenue:	-			-			-		
Charges for services	2,351	2,349	4,965	2,350			2,350		2,350

Street Lighting

- Street Lighting Supplies has decreased by \$1,000; this line item is associated with the painting of the posts and the conversion of streetlights from an indication system to LED. In 2016, ten of the city owned street lights were converted to LED using this fund.



Facilities

					2016 YTD and % of budgeted				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	135,636	156,908	152,586	188,380	64,627	34.3%	171,790	-8.81%	185,260
Supplies	5,193	16,148	3,457	8,000	1,744	21.8%	7,768	-2.90%	7,906
Charges for services	55,708	53,736	73,925	81,283	26,916	33.1%	61,158	-7.11%	61,143
Other Charges	50	-	-	15,441	7,773		12,200	-20.99%	15,441
Total	196,587	226,792	229,968	293,104	101,060	34.5%	252,916	-8.91%	269,750

Facilities

- Personnel has been decreased based on lower estimates for overtime and medical insurance for the employees associated with this account.
 - Supplies should be lower based on 2015 and current numbers.
 - Accounting changes to will make Charges for Services and Other Charges lower.
- 

Ice Arena

	<u>2016 YTD and % of budgeted</u>								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	83,247	98,116	94,588	73,213	45,611	62.3%	77,777	6.23%	80,690
Supplies	29,438	33,182	29,245	35,350	16,919	47.9%	36,675	3.75%	36,865
Charges for services	73,734	90,506	93,958	66,550	25,949	39.0%	77,515	16.48%	76,747
Other Charges	1,899	2,780	3,891	5,100	3,430	67.3%	2,600	-49.02%	5,100
Capital outlay	-	-	2,000	1,200	-	0.0%	1,200	0.00%	-
Debt service	136,962	136,962	136,963	136,963	68,481	50.0%	136,963	0.00%	136,963
Total	325,280	361,546	360,645	318,376	88,479	27.8%	332,730	4.30%	336,365
Offsetting Revenues:	-								
Charges for Services	312,119	219,371	284,452	324,850	108,507	34.8%	301,700	-7.13%	313,200
Transfers In	25,000	25,000	25,000	25,000	-	0.0%	25,000	0.00%	25,000
Total	337,119	244,371	309,452	349,850	108,507	32.2%	326,700	-7.13%	338,200

Ice Arena

- Personnel costs will be higher due a seasonal staff wage rate increase.
- Supplies are estimated to increase slightly.
- Charges for services will be up due to price increases.
- Other charges will be down due to lower software costs.
- Charges for Services has been adjusted to reflect current hourly rates.

General Parks

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 YTD and % of budgeted		2017 Proposed	2016 vs 2017 % increase	2018 Projected
					\$ as of 6-30-16	%			
Personnel	67,170	70,870	44,882	76,396	17,459	22.9%	98,090	28.40%	100,767
Supplies	55,690	32,315	38,775	42,000	15,912	37.9%	40,500	-3.57%	40,315
Charges for services	39,229	49,953	119,033	122,560	17,206	14.0%	128,660	4.98%	129,960
Other Charges	-	-	330	180	165	91.7%	180	0.00%	200
Total	162,089	153,138	203,020	241,136	50,577	21.0%	267,430	10.56%	271,242
Offsetting Revenues:	-								
Charges for Services	4,522	6,297	5,191	3,900	2,487		3,900	-	3,900

General Parks

- Personnel increase is associated with increases in salaries
- Supplies, Charges for Services, and Other Charges trends with the CPI forecast
- Level of service for the Northfield Park System remains unchanged from 2016



Athletic Facilities

					2016 YTD and % of budgeted				
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	1,800	13,728	24,422	31,744	3,787	11.9%	41,672	31.28%	44,108
Supplies	27,562	22,555	24,255	36,120	15,988	44.3%	34,120	-5.54%	35,120
Charges for services	57,818	38,434	47,196	59,750	11,558	19.3%	53,300	-10.79%	53,600
Total	87,180	74,717	95,873	127,614	31,333	24.6%	129,092	1.16%	132,828

Athletic Facilities

- Personnel increase is associated with increases in salaries
- Supplies and Charges for Services will be reduced by 9.6%
- The level of service at Sechler Park and Babcock Park will be reduced compared to 2016

Outdoor Pool

	2016 YTD and % of budgeted								
	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	\$ as of 6-30-16	%	2017 Proposed	2016 vs 2017 % increase	2018 Projected
Personnel	89,930	96,489	98,174	120,059	22,997	19.2%	136,901	14.03%	145,091
Supplies	24,647	38,468	51,245	50,000	5,889	11.8%	52,750	5.50%	55,100
Charges for services	24,384	30,957	36,614	40,050	2,736	6.8%	35,600	-11.11%	35,800
Other Charges	26	69	162	1,500	36		1,500	0.00%	1,500
Debt service	3,500	3,500	3,501	3,500	1,750	50.0%	3,500	0.00%	3,500
Total	142,487	169,483	189,696	215,109	33,408	15.5%	230,251	4.78%	240,991
Offsetting Revenues:	-								
Charges for Services	130,475	138,836	132,899	152,700	79,051	51.8%	148,000	(0)	152,700

Outdoor Pool

- Personnel is estimated higher due to a seasonal wage rate increase.
 - Supply costs fluctuate with attendance and weather expecting to increase with the pool slide.
 - Charges for services will be down due to lower water, sewer and storm water charges.
 - The pool slide will bring income numbers back up next year.
- 

Recreation Administration

	2013 Actual	2014 Actual	2015 Actual	2016 Adopted	2016 YTD and % of budgeted		2017 Proposed	2016 vs 2017 % increase	2018 Projected
					\$ as of 6-30-16	%			
Personnel	78,197	78,649	85,570	91,157	43,582	47.8%	92,555	1.53%	92,608
Supplies	-	-	-	250	-		300	20.00%	300
Charges for services	109,418	112,421	115,386	114,974	58,437	50.8%	123,595	0.00%	127,246
Other charges				425	-		425	0.00%	425
Total	187,615	191,070	200,956	206,806	102,019	49.3%	216,875	4.87%	220,579
Offsetting Revenues:									
Contributions & Dona	107,625	107,625	110,315	110,315			113,072		

Recreation Administration

- Personnel costs will be up slightly due a wage increase

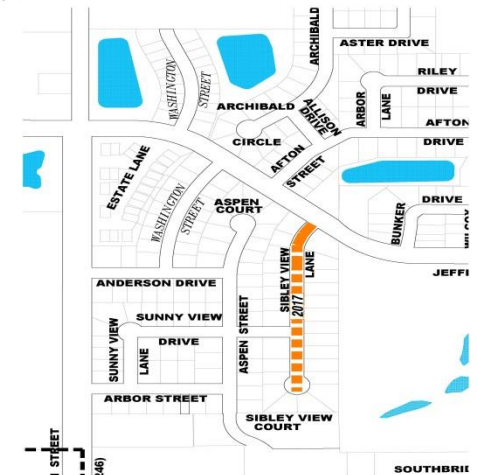


CIP [Street Projects]

2017 Street Reclamation Project



- **Maple Street** – (sidewalk installation per SRTS study)
- **Nevada Street** – (sidewalk installation per SRTS study)
- **Ninth Street** – (sidewalk installation per SRTS study)
- **Hillside Court**
- **Bunday Circle**
- **Marvin Lane**
- **Professional Drive**
- **Sibley View Lane / Sibley View Court**



2017 Street Reclamation



Ninth Street



Nevada Street



2017 Street Reclamation



Hillside Court



Bunday Court



2017 Street Reclamation



Marvin Lane



Professional Drive



2017 Street Reclamation



Sibley View Lane



Sibley View Court



CIP [Street Maintenance]



2017 Seal Coat (Northwest and North Central portions of town- \$134,000
From MSA Maintenance

CIP 2017 Seal Coat

STREET	TERMINI	TERMINI
Whittier Court	Summerfield Drive	Cul-de-sac
Summerfield Drive	North Avenue	Cannon Valley Drive
Independence Drive	Falk Ave	Thye Parkway
Cannon Valley Drive	Thye Parkway	1550' South
Quie Lane	Thye Parkway	1500' East
Freedom Court	Quie Lane	Cul-de-sac
Quie Lane	Thye Parkway	North dead end
Patriot Road	Quie Lane	North dead end
Lathrop Drive	Lincoln Parkway	Lincoln Parkway
Juniper Avenue	Lincoln Parkway	Dead End
Linden Street	Greenvale Avenue	Ivanhoe Drive
Highland Avenue	Linden Street	West Dead End
Spring Street	Greenvale Avenue	St. Dominics
Spring Street	Greenvale Avenue	Linden Street
Fourth Street	Division Street	Washington Street
Fourth Street	Washington Street	Union Street
Fourth Street	Union Street	Nevada Street
Union Street	Seventh Street	Second Street
College Street	Fifth Street	Fourth Street
Winona Street	Sixth Street	Fourth Street
Nevada Street	Fifth Street	Fourth Street
Oak Street	Fifth Street	Fourth Street
Plum Street	St.Olaf Avenue	Greenvale Ave
Linden Street	St. Oalf Avenue	Greenvale Ave
Second Street	Lincoln Street	West Dead End

City Facilities Fund

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Proposed	2018 Projected
Revenues by Major Category:						
Property Taxes	40,000	50,277	40,000	40,000	60,000	60,000
Intergovernmental		-	-			
Other Revenue	(2,864)	538	21	500	500	500
Transfers In	755,000	50,000	-			
Total Revenues	792,136	100,815	40,021	40,500	60,500	60,500
Other financing sources						
Capital lease proceeds	-	-		-		
Total revenues and other financing sources	792,136	100,815	40,021	40,500	60,500	60,500
Expenditures						
Other Services & Charges:						
Other Professional Services	7,163	-	-			
Miscellaneous Expense	10,711	-	-	5,000	5,000	
	-	-	-			
	17,874	-	-	5,000	5,000	0
Capital Outlay:						
Facilities Upgrades	811,149	55,629			100,147	15,000
Other Improvements		50,443				
	811,149	106,072	-	-	100,147	15,000
Total Expenditures	829,023	106,072	-	5,000	105,147	15,000
Revenues over (under) Expenditures	(36,887)	(5,257)	40,021	35,500	(44,647)	45,500
Fund Balance - Jan. 1st	19,223	(17,664)	(22,921)	17,100	52,600	7,953
Fund Balance - Dec. 31st	(17,664)	(22,921)	17,100	52,600	7,953	53,453

Facilities

Key Items 2017

- Implement preventative maintenance plans for the City Hall, Library, Police Station and Public Works Facility.
- Track maintenance history and condition of facility with regular monitoring and inspections.



- Continue monitoring and updating Capital Improvement Plans that have identified when major components need to be replaced.
- Assist with plans for exterior caulking, floor repair and LED lighting upgrades at the Public Works Facility.
- Arena Chip seal



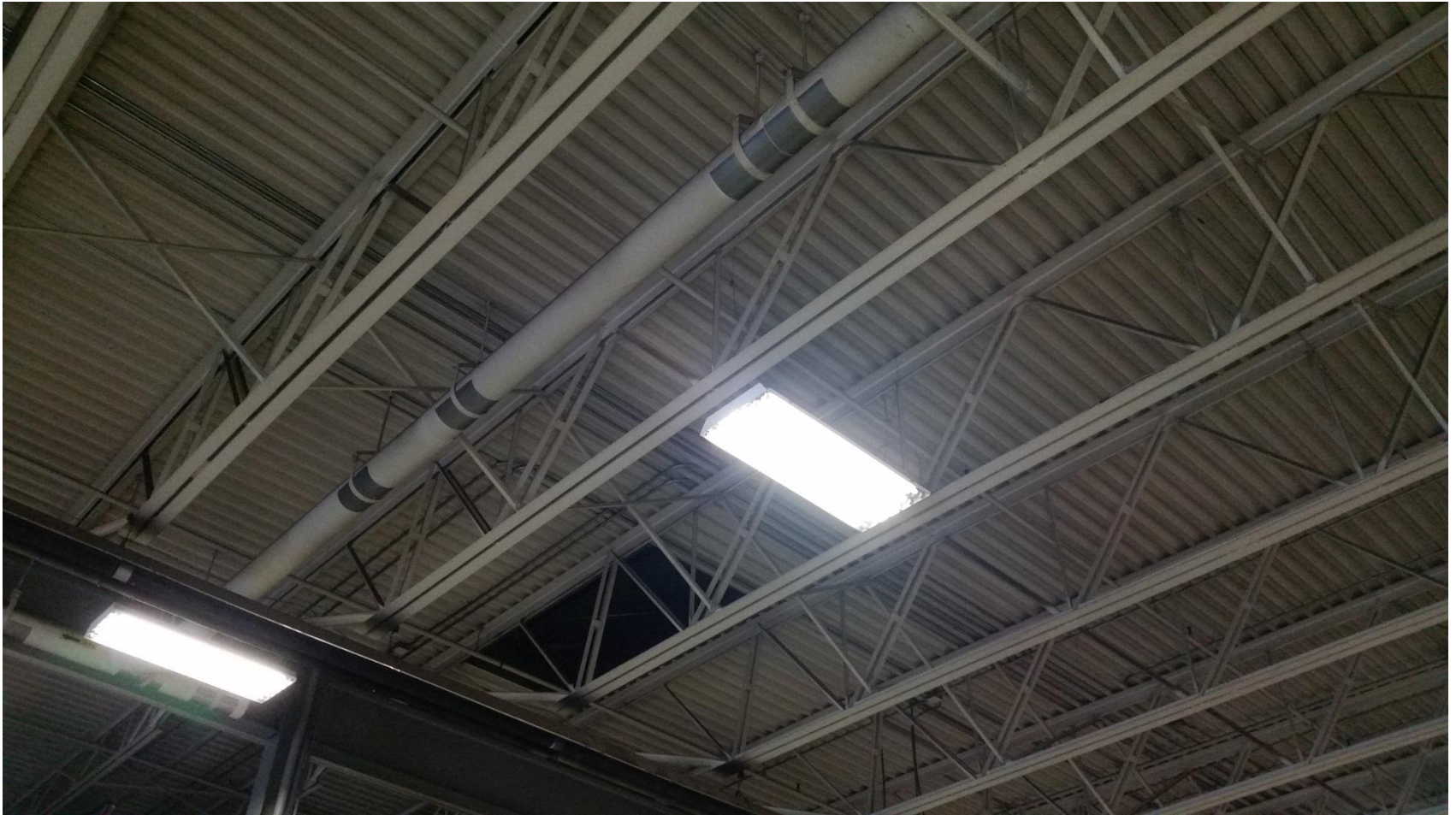
Ice Arena Park Lot Chip Seal



Maintenance Facility Caulking



Maintenance Facility – Convert to LED



City Hall Roof Top Unit



Park Fund

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Proposed	2018 Projected
Revenues by Major Category:						
Property Taxes	65,000	65,000	65,000	90,000	120,000	120,000
Intergovernmental	-	-	-	394,500		
Charges for Services**	4,280	10,393	7,551	-		
Other Revenue	(6,726)	8,131	78,265	7,000	7,000	7,000
Transfers In	30,000	77,696	532,808			
Total Revenues	<u>92,554</u>	<u>161,220</u>	<u>683,624</u>	<u>491,500</u>	<u>127,000</u>	<u>127,000</u>
Expenditures						
Other Services & Charges	16,416	323,513	296,413			
Capital Outlay	105,920	7,987	12,867	60,000	184,000	334,302
Transfers Out	-	25,000	25,000	25,000	25,000	25,000
Total Expenditures	<u>122,336</u>	<u>356,500</u>	<u>334,280</u>	<u>85,000</u>	<u>209,000</u>	<u>359,302</u>
Capital Outlay Project-4800				<u>917,028</u>		
Revenues over (under)						
Expenditures	(29,782)	(195,280)	349,344	(510,528)	(82,000)	(232,302)
Fund Balance - Jan. 1st	<u>473,322</u>	<u>443,540</u>	<u>248,260</u>	<u>597,604</u>	<u>87,076</u>	<u>5,076</u>
Fund Balance - Dec. 31st	<u>443,540</u>	<u>248,260</u>	<u>597,604</u>	<u>87,076</u>	<u>5,076</u>	<u>(227,226)</u>

** Includes Park Dedication Fees



Street and Parks Budget

Key Items 2017

- Sand Volleyball Courts in Old Memorial Field
- Bridge Square Irrigation and Fountain Lighting
- Lions/Riverside Raised Bed Garden Project
- Continued Trail Maintenance
- Replace Street Sweeper, Pickup, Utility Vehicle, and Lawn Mower



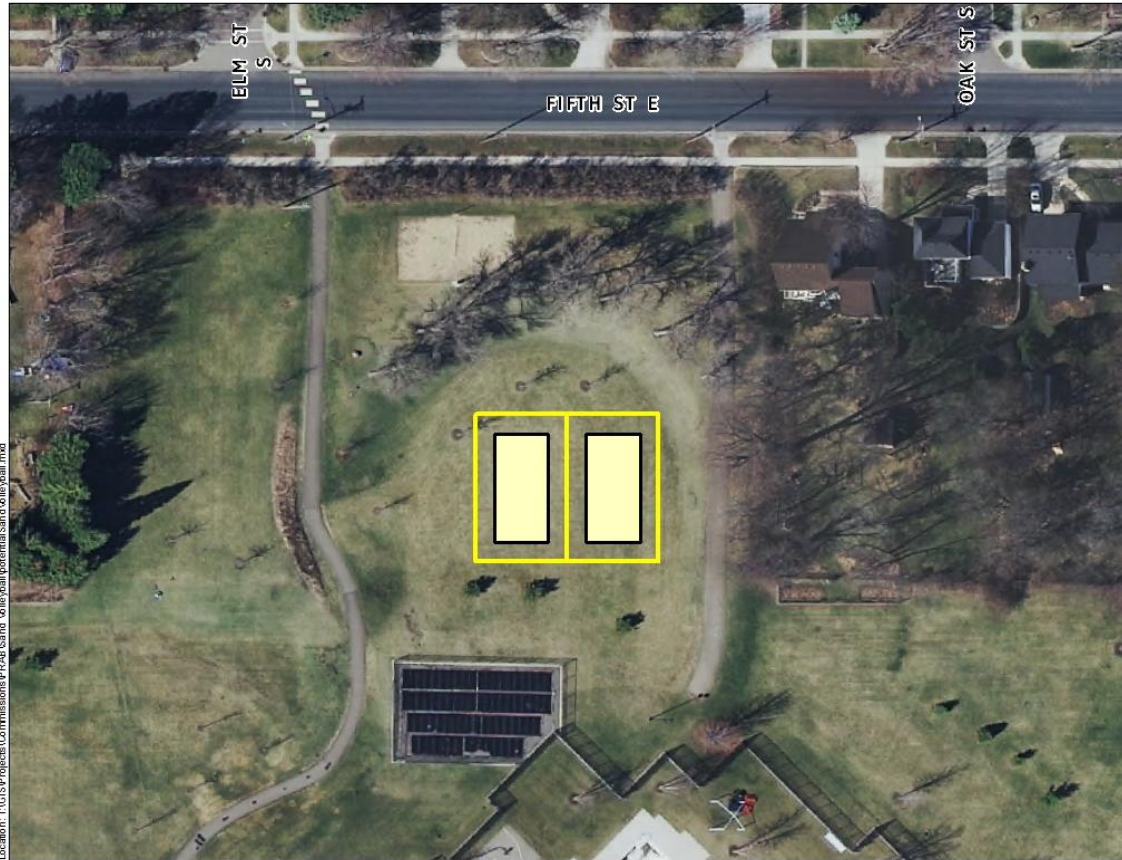
Parks – Liberty Park Trail Maintenance



Liberty Park Trails:

1. Willow root intrusion is present
2. Presents safety concerns
3. Root barrier will be installed
4. Trail will be reconstructed in willow damaged areas
5. Estimated Cost: \$75,000 from Trail Maintenance budget in General Fund.

CIP [Old Memorial - Sand Volleyball]



Sand Volleyball Courts:

1. Recommended by PRAB
2. Existing court location will be restored to turf
3. Citizen engagement will begin in August
4. Estimated Cost: \$34,000- Park Fund

CIP [Lions/Riverside Raised Garden] – Private Funded



Lions/Riverside Raised Bed Garden Project:

1. Butterfly completed in 2014
2. Dragonfly completed in 2016
3. Ladybug proposed for 2017
4. Estimated Cost: \$8,000

CIP [Meadows Park]

Overall park proposed in 4 Phases

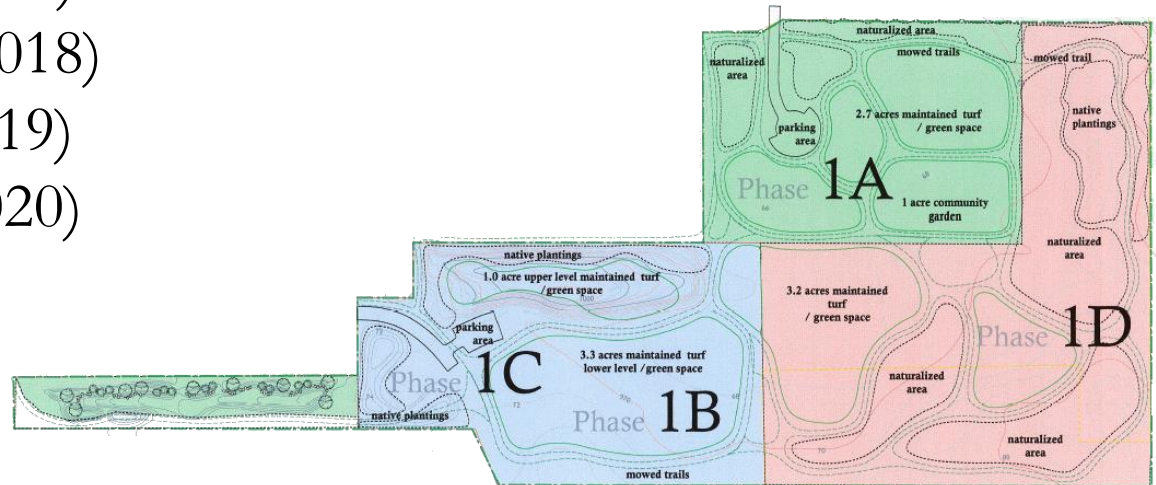
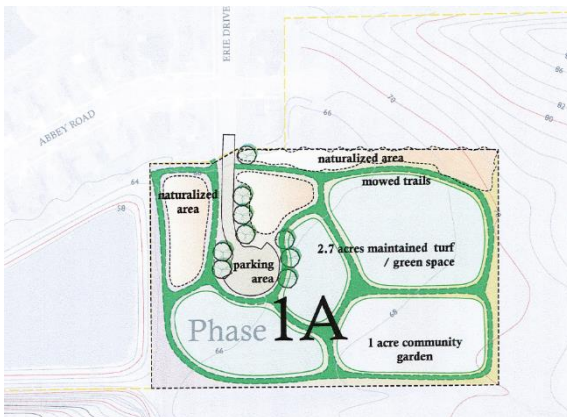
- Phase 1 will be broken into four phases, split across five years
- Sets pace for 15-20 year build-out

Phase 1A - \$94,500 (2016)

Phase 1B - \$154,662 (2018)

Phase 1C - \$78,900 (2019)

Phase 1D - \$61,500 (2020)



Vehicle & Equipment Fund

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2017 Proposed	2018 Projected
Revenues by Major Category:						
Property Taxes	310,075	216,802	275,075	300,075	330,500	330,500
Intergovernmental		-				
Other Revenue	(8,554)	16,030	3,052	-	4,000	4,000
Sale of Assets	10,627	-				
Transfers In	-	-				
Total Revenues	<u>312,148</u>	<u>232,832</u>	<u>278,127</u>	<u>300,075</u>	<u>334,500</u>	<u>334,500</u>
Expenditures						
Capital Outlay	225,172	164,158	315,389	379,600	330,500	320,400
Transfers Out	-	200,000	-			
Total Expenditures	<u>225,172</u>	<u>364,158</u>	<u>315,389</u>	<u>379,600</u>	<u>330,500</u>	<u>320,400</u>
Revenues over (under)						
Expenditures	86,976	(131,326)	(37,262)	(79,525)	4,000	14,100
Fund Balance - Jan. 1st	<u>631,266</u>	<u>718,242</u>	<u>586,916</u>	<u>549,654</u>	<u>470,129</u>	<u>474,129</u>
Fund Balance - Dec. 31st	<u>718,242</u>	<u>586,916</u>	<u>549,654</u>	<u>470,129</u>	<u>474,129</u>	<u>488,229</u>

CEP - Intergovernmental

Joint Powers Agreements / Intergovernmental Hiawathaland Transit

- MNDOT Program, 80/20 split on capital expenditures
- New Bus, \$16,000



CEP – Police Department

- CEP Standards
reviewed-replacements...
 - 2 Ford Interceptor's
 - Ford Expedition
 - Chrysler Grand Caravan
- 

CEP – Street Department



2000 1-Ton Pickup - \$35,000

2007 Toro Workman - \$22,000

CEP – Street Department



2007 Mower - \$98,000



2011 Street Sweeper - \$135,000