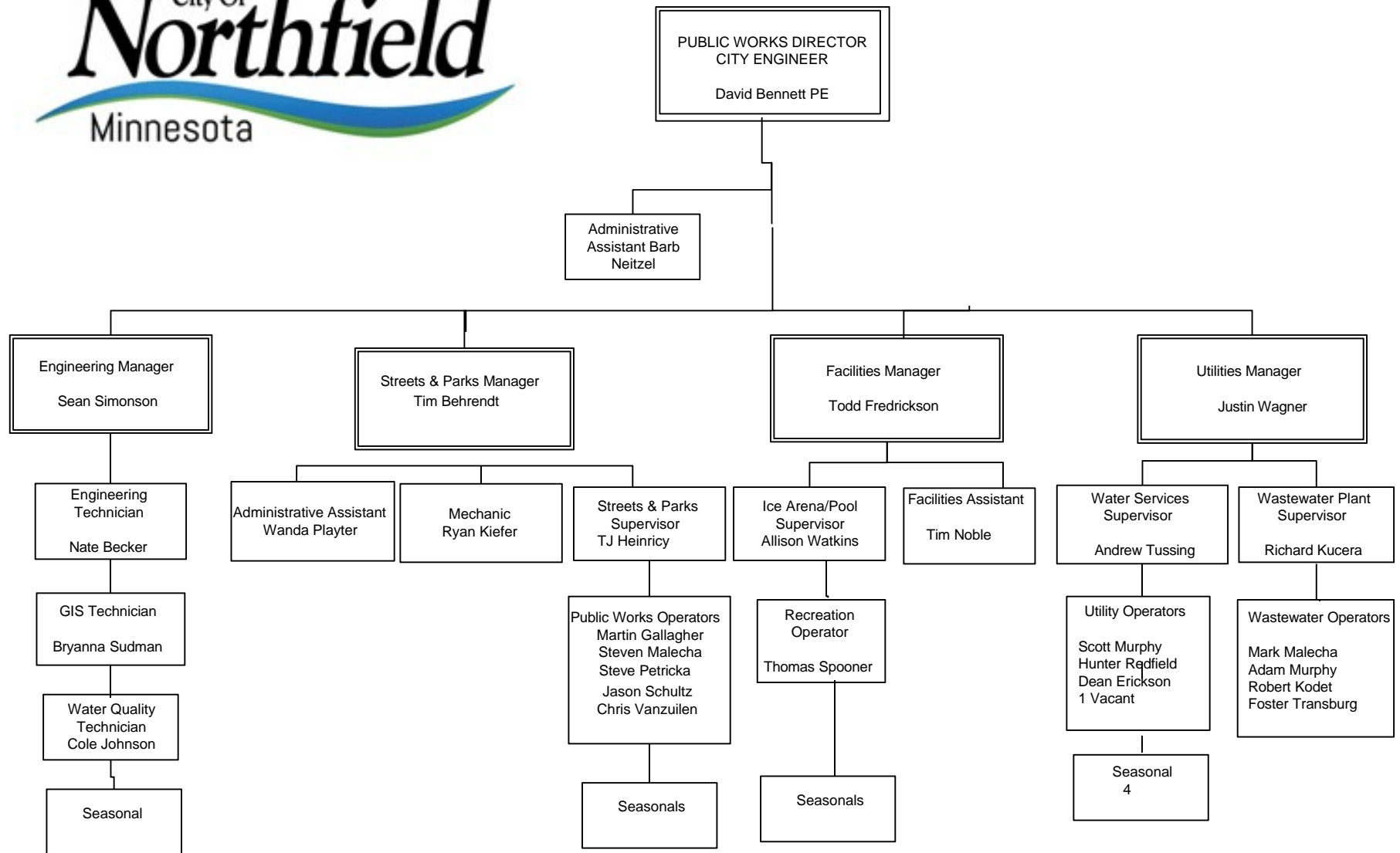




City of Northfield 2018 PW Operation Budget and CIP/CEP  
August 22, 2017





# City Hall Operations

2017 YTD and %  
of budgeted

	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%	2018 Proposed	2017 vs 2018 % increase	2019 Projected
Supplies	52,407	35,550	26,695	35,500	12,248	34.5%	36,500	2.82%	35,500
Charges for services	76,426	61,525	54,037	59,900	18,459	30.8%	83,708	39.75%	75,408
Other Charges	-	-	-	-	-		-		-
Capital outlay	100	10,379	11,594	-	9,841		6,000		-
Debt Services	13,261	13,261	13,261	13,261	6,631	50.0%	13,261	0.00%	13,261
Total	142,194	120,715	105,587	108,661	47,179	43.4%	139,469	28.35%	124,169
Offsetting Revenues:									
Charges for Services	9,750	9,750	4,500	9,750	4,500	46.2%	9,750	0.00%	9,750
Total	9,750	9,750	4,500	9,750	4,500	46.2%	9,750	0.00%	9,750

## City Hall Operations

- Carpet replacement 2<sup>nd</sup> Floor HR and Old Engineering Office
- Touch up Exterior Painting
- Radiator Heat Addition to Washington Conference room to better control temperature.




# Engineering

**2017 YTD and %  
of budgeted**

	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>\$ as of 6-30-17</b>	<b>%</b>	<b>2018 Proposed</b>	<b>2017 vs 2018 % increase</b>	<b>2019 Projected</b>
Personnel	389,036	394,405	404,433	430,240	203,749	47.4%	436,791	1.52%	456,706
Supplies	15,483	15,403	15,575	15,182	5,250	34.6%	16,700	10.00%	15,500
Charges for services	17,974	100,717	79,872	28,650	30,481	106.4%	100,835	251.95%	75,835
Other Charges	11,449	9,725	8,621	800	110	13.8%	800	0.00%	800
Capital outlay	-	3,570	3,351	4,000	3,687	92.2%	2,000	-50.00%	2,000
<b>Total</b>	<b>433,942</b>	<b>523,820</b>	<b>511,852</b>	<b>478,872</b>	<b>243,277</b>	<b>50.8%</b>	<b>557,126</b>	<b>16.34%</b>	<b>550,841</b>
Offsetting Revenues:									
Charges for Services	274,931	310,694	172,908	285,000	2,851		285,000		285,000
<b>Total</b>	<b>274,931</b>	<b>310,694</b>	<b>172,908</b>	<b>285,000</b>	<b>35,763</b>		<b>285,000</b>		<b>285,000</b>

## Key Items 2018

- 2018 Street Improvements Project
  - Beginning 2019 Street Improvement Project (NW Area Reclamation)
  - \$25,000 for Complete Street/Safe Route to School Update/Trail System Plan Update
  - ADA Transition Plan – Primary Focus of Intern in 2018
- 


# Streets

	<b>2017 YTD and % of budgeted</b>							<b>2017 vs 2018 % increase</b>	<b>2019 Projected</b>
	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>\$ as of 6-30-17</b>	<b>%</b>	<b>2018 Proposed</b>		
Personnel	547,300	602,828	744,452	683,786	354,974	51.9%	686,222	0.36%	724,098
Supplies	225,804	144,569	140,399	205,500	77,675	37.8%	194,500	-5.35%	193,500
Charges for services	621,030	449,080	498,925	485,750	200,014	41.2%	554,282	14.11%	554,282
Other Charges	3,767	1,968	4,839	4,000	1,529	38.2%	4,000	0.00%	4,000
Capital outlay	-	-	20,508	1,500	-	0.0%	1,500	0.00%	1,500
Debt service	9,791	9,791	9,791	9,791	4,895	50.0%	9,791	0.00%	-
<b>Total</b>	<b>1,407,692</b>	<b>1,208,236</b>	<b>1,418,914</b>	<b>1,390,327</b>	<b>639,087</b>	<b>46.0%</b>	<b>1,450,295</b>	<b>4.31%</b>	<b>1,477,380</b>

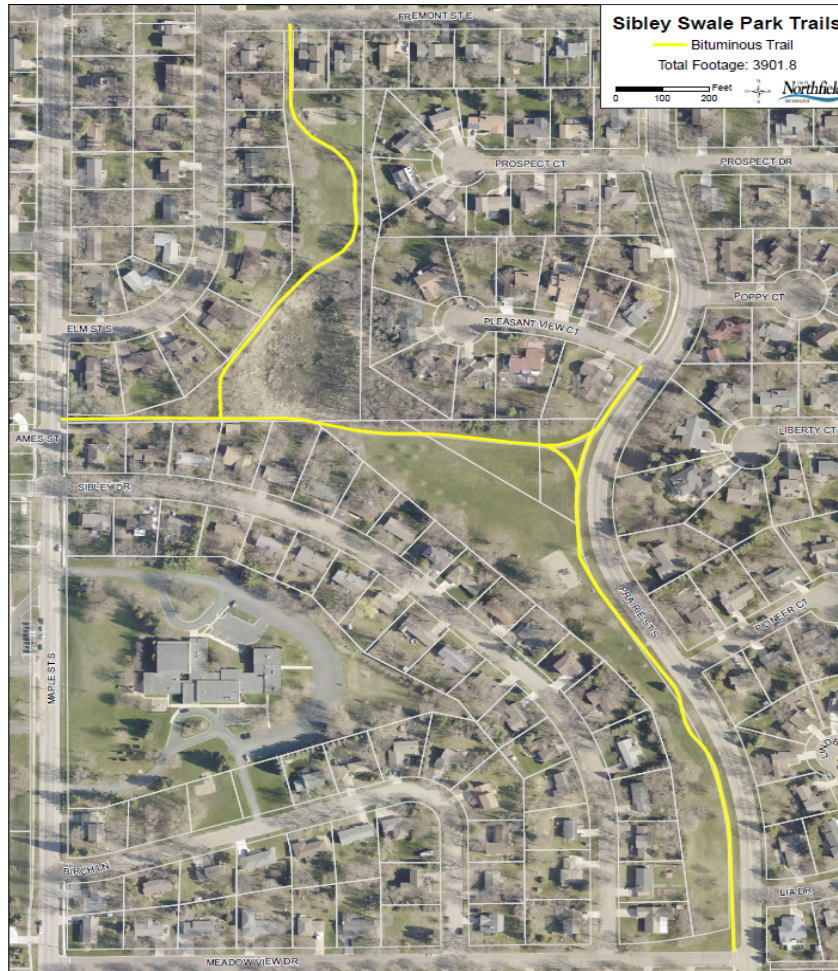
## Offsetting Revenues:

### Intergovernmental

Charges for Services	274,931	310,694	172,908	285,000	2,851		285,000		285,000
<b>Total</b>	<b>274,931</b>	<b>310,694</b>	<b>172,908</b>	<b>285,000</b>	<b>35,763</b>		<b>285,000</b>		<b>285,000</b>

- Included \$23,000 for City Share of County Road 1 Improvements (5-Years total of \$115,000)
  - Sibley Park Trail Overlay
  - Seal Coat approx. 5-Miles
  - Assess/Repair ¼ of City Sidewalk (trip hazards)
  - Replace Two Pickups, Backhoe, and Front End Loader
- 

# Parks – Sibley Swale Park Trail Maintenance



Sibley Swale Park Trails:

1. Overlay Trail
2. Estimated Cost: \$50,000 from Trail Maintenance budget in General Fund.

# General Parks

	2017 YTD and % of budgeted						2017 vs 2018 %		
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%	2018 Proposed	increase	2019 Projected
Personnel	70,870	44,880	39,452	98,090	11,333	11.6%	99,006	0.93%	97,442
Supplies	32,316	38,776	40,755	40,500	21,899	54.1%	42,000	3.70%	42,000
Charges for services	49,952	119,033	141,373	128,660	20,152	15.7%	160,250	24.55%	135,250
Other Charges	4,000	1,330	582	180	-	0.0%	3,180	1666.67%	3,180
Total	157,138	204,019	222,162	267,430	53,384	20.0%	304,436	13.84%	277,872
Offsetting Revenues:									
Charges for Services									
Total	-	-	-	-	-	#DIV/0!	-	#DIV/0!	-

## General Parks

- Replace Playground Mulch 4 Playgrounds (\$25,000)
- Re-roof and stain Tyler Park Gazebo
- Re-side and Replace Windows at Roosevelt Park Warming House





# Replace Playground Mulch at Four Parks



## Playground Mulch Replacement:

1. Grant Park
2. Jefferson Park
3. Sibley Swale
4. Tyler Park
5. Estimated Cost: \$25,000



# Athletic Facilities

	<u>2017 YTD and % of budgeted</u>							2017 vs	
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%	2018 Proposed	2018 % increase	2019 Projected
Personnel	13,727	24,422	5,803	41,672	9,872	23.7%	44,033	5.67%	45,565
Supplies	22,555	24,255	43,075	34,120	17,304	50.7%	36,250	6.24%	36,250
Charges for services	38,435	47,196	46,383	53,300	10,137	19.0%	53,000	-0.56%	53,000
Total	74,717	95,873	95,261	129,092	37,313	28.9%	133,283	3.25%	134,815

## Athletic Facilities

- Update bathroom fixtures at Sechler and Babcock Park



# Recreation Administration

	<u>2017 YTD and % of budgeted</u>							2017 vs 2018 % increase	2019 Projected
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%	2018 Proposed		
Personnel	78,649	85,571	85,472	92,555	40,472	43.7%	89,691	-3.09%	94,013
Supplies	-	-	-	300	-	0.0%	300	0.00%	-
Charges for services	112,421	115,386	119,859	123,595	61,257	49.6%	129,128	4.48%	131,054
Other Charges	-	277	287	425	-	0.0%	425	0.00%	-
Total	191,070	201,234	205,618	216,875	101,729	46.9%	219,544	1.23%	225,067

Offsetting Revenues:

Contributions & Donations

## Recreation Administration

- Cost updated to reflect current agreement with School District and Pass Through from Hospital.



# Street Lighting

	2017 YTD and % of budgeted						2017 vs 2018 %		
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%	2018 Proposed	increase	2019 Projected
Supplies	54,732	17,587	46,283	30,000	15,960	53.2%	35,000	16.67%	35,000
Charges for services	224,742	265,375	211,896	270,000	114,669	42.5%	265,000	-1.85%	265,000
Total	279,474	282,962	258,179	300,000	130,629	43.5%	300,000	0.00%	300,000
Offsetting Revenues:									
Charges for Services	224,742	265,375	211,896	270,000	114,669		285,000		285,000
Total	224,742	265,375	211,896	270,000	40,633		285,000		285,000

## Street Lighting

- This line item is associated with the painting of the posts, and for locating City power lines.



# Facilities

	<b>2017 YTD and % of budgeted</b>							<b>2017 vs 2018 % increase</b>	<b>2019 Projected</b>
	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>\$ as of 6-30-17</b>	<b>%</b>	<b>2018 Proposed</b>		
Personnel	156,907	152,585	141,971	171,790	70,814	41.2%	187,009	8.86%	201,675
Supplies	16,147	3,457	3,449	7,768	2,059	26.5%	9,075	16.83%	9,000
Charges for services	53,736	73,925	80,259	61,158	36,602	59.8%	78,027	27.58%	79,236
Other Charges	32	-	52	-	-	-	-	-	-
Total	226,822	229,967	225,731	240,716	109,475	45.5%	274,111	13.87%	289,911

## Facilities


- Primarily staff and janitorial services within this budget
- Develop preventative maintenance plans for the City Hall, Library, Police Station and Street Maintenance Facility.



# Ice Arena

	2017 YTD and % of budgeted						2017 vs		
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%	2018 Proposed	2018 % increase	2019 Projected
Personnel	98,115	94,588	98,741	71,224	48,303	67.8%	72,689	2.06%	79,424
Supplies	33,181	29,245	40,948	29,917	10,659	35.6%	34,655	15.84%	28,575
Charges for services	90,506	93,959	90,688	61,350	29,420	48.0%	98,311	60.25%	98,258
Other Charges	2,780	3,891	3,824	2,600	647	24.9%	2,100	-19.23%	2,100
Capital outlay	-	2,000	-	1,200	-	0.0%	7,000	483.33%	12,000
Debt services	136,962	136,962	136,962	136,962	68,481	50.0%	136,963	0.00%	-
Total	224,582	223,683	234,201	166,291	89,029	53.5%	214,755	29.14%	220,357
Offsetting Revenues:									
Charges for Services									
Transfers In									
Total	-	-	-	-	-	#DIV/0!	-	#DIV/0!	-

## Ice Arena

- Summer Ice Included
  - Replace Water Heater, New Water heater Storage Tank, Replace Radiant Heater.
  - Purchase \$200/lbs R-22 (\$3,600)
- 



# Outdoor Pool

	<b>2017 YTD and % of budgeted</b>							<b>2017 vs 2018 % increase</b>	<b>2019 Projected</b>
	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Adopted</b>	<b>\$ as of 6-30-17</b>	<b>%</b>	<b>2018 Proposed</b>		
Personnel	96,489	98,175	102,395	136,901	19,073	13.9%	128,923	-5.83%	132,547
Supplies	38,468	51,244	50,339	52,750	18,614	35.3%	57,100	8.25%	57,100
Charges for services	30,956	36,614	30,403	35,600	6,159	17.3%	47,250	32.72%	39,083
Other Charges	1,069	2,412	3,371	1,500	3	0.2%	2,000	33.33%	1,500
Debt Services	3,500	3,500	3,500	3,500	1,750	50.0%	3,500	0.00%	3,501
Total	166,982	188,445	186,508	226,751	43,849	19.3%	235,273	3.76%	230,230

## Outdoor Pool

- Replace two drain covers
- New lane lines and reel



# CIP [Street Projects]

## 2018 Street Improvements

### Division and Seventh Street Reconstruction



- Division Street from Sixth Street the Eighth Street
- Seventh Street from Water Street to Washington Street

# 2018 Street Improvements

Division & Seventh Street Reconstruction



Division Street



Seventh Street

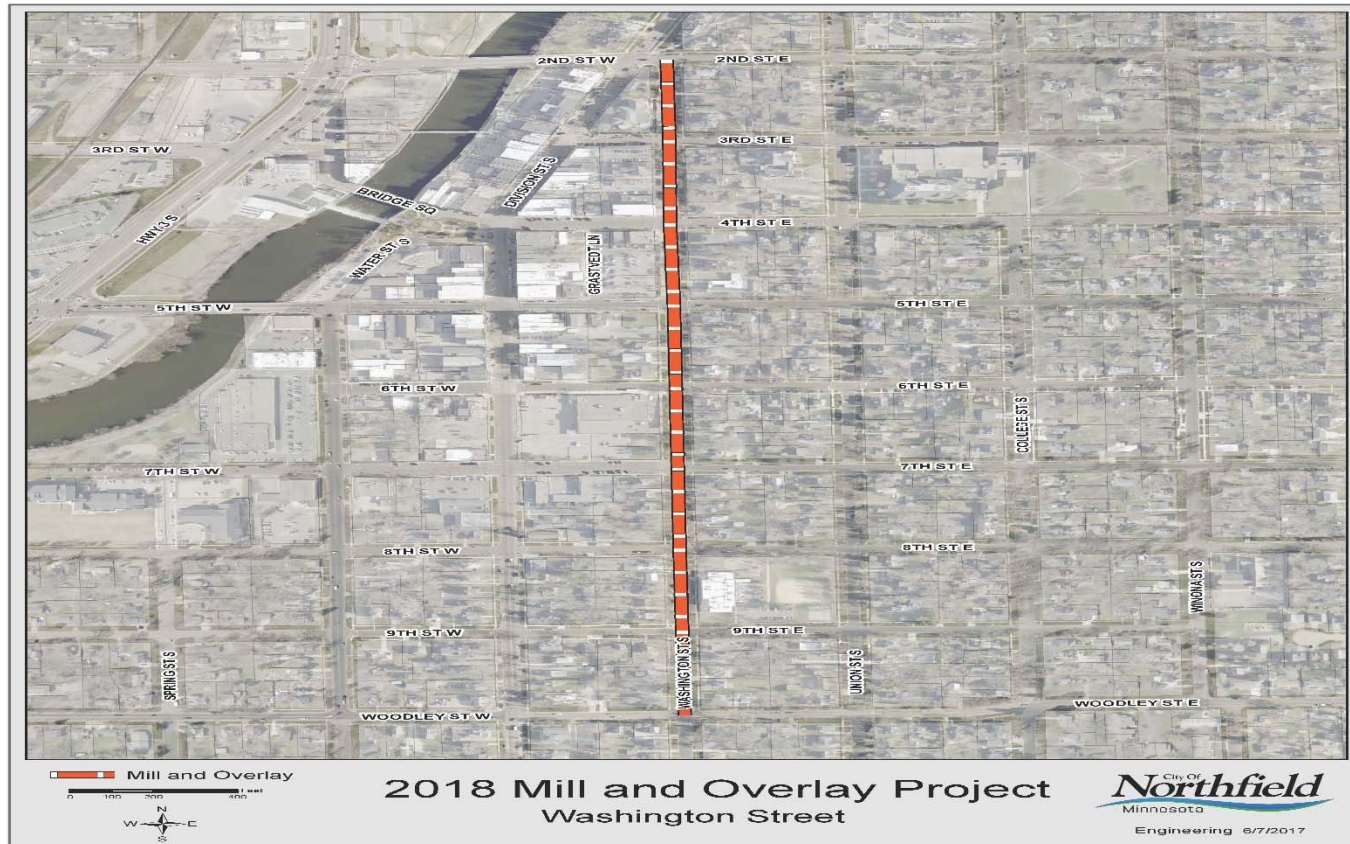




# CIP [Street Projects]

## 2018 Street Improvements

### Washington Street Mill and Overlay



- Woodley Street to Second Street

# 2018 Street Improvements

Washington Street Mill and Overlay



Washington Street



Washington Street





# CIP [Street Projects]

## 2018 Street Improvements

### Parking Lot Rehabilitations



- Washington Street and Fifth Street Parking Lot
- Grand Parking Lot
- Third Street Parking Lot
- City Hall Parking Lot

# 2018 Street Improvements

## Parking Lot Rehabilitations



Fifth Street Parking Lot



Grand Parking Lot





# 2018 Street Improvements

## Parking Lot Rehabilitations



Third Street Parking Lot



City Hall Parking Lot



# CIP [Street Projects]

## 2018 Street Improvements

### Spring Creek Road Reconstruction



2018 Reconstruction Project  
Spring Creek Road

City of  
**Northfield**  
Minnesota  
Engineering 6/7/2017

- Jefferson Parkway to Huron Court



# 2018 Street Improvements

## Spring Creek Road Reconstruction



Spring Creek Road

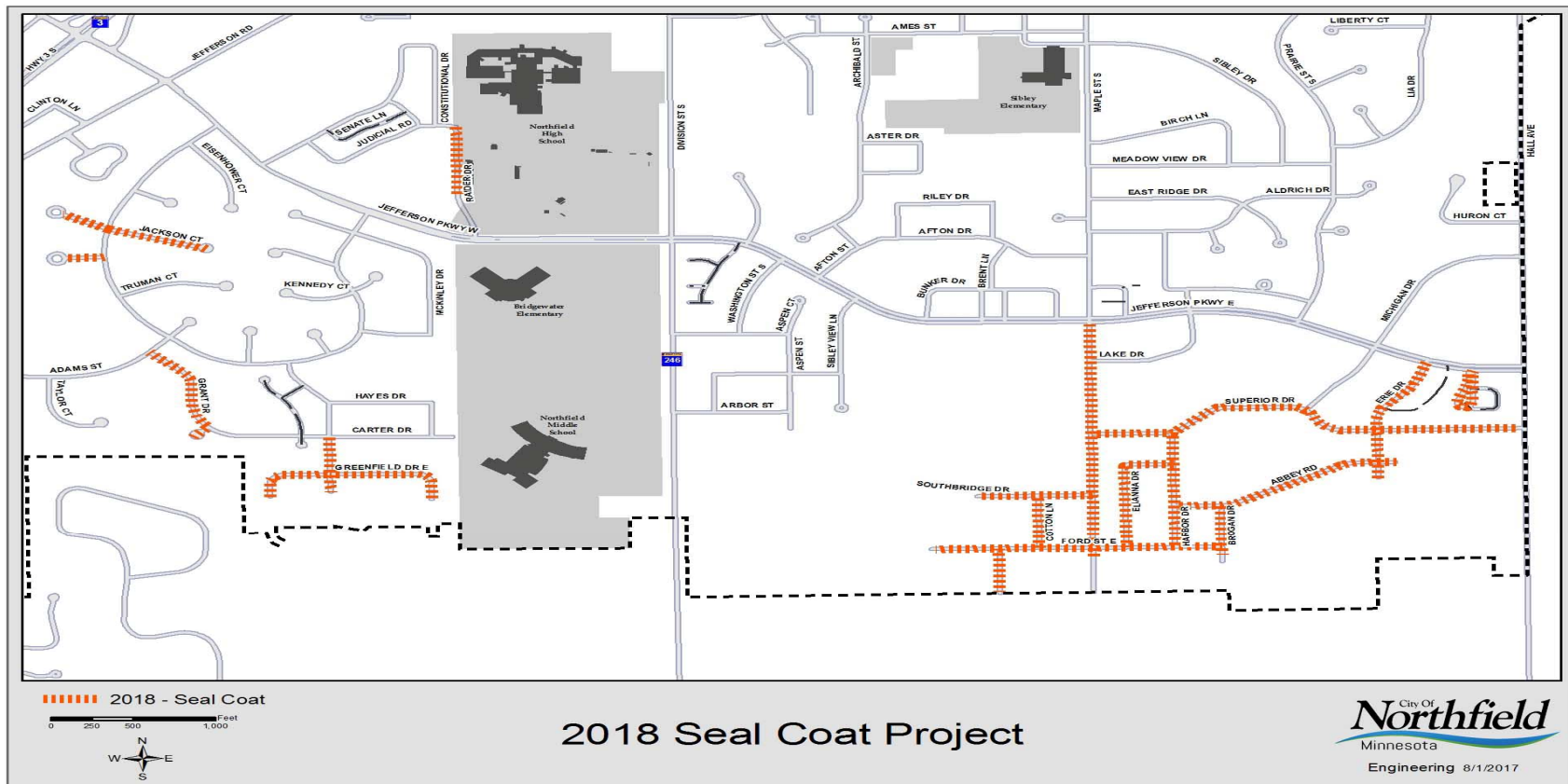


Spring Creek Road





# CIP [Street Maintenance]



2018 Seal Coat (South Central and South East portions of town) - \$131,000  
From MSA Maintenance

# CIP 2018 Seal Coat

STREET	TERMINI	TERMINI
Grant Drive	Adams Street	Grant Court
Grant Court	Grant Drive	Cul-de-sac
Filmore Street	Carter Drive	South Dead End
Greenfield Drive West	Filmore Street	South Dead End
Greenfield Drive East	Filmore Street	South Dead End
Raider Drive	Judicial Road	South Entrance NCRC
Country View Drive	Ford Street	South Dead End
Ford Street	Maple Street	Brogan Drive
Cotton Lane	Ford Street	Southbridge Drive
Southbridge Drive	Maple Street	700' West
Maple Street	Jefferson Parkway	South Dead End
Elianna Drive	Ford Street	Harbor Drive
Harbor Drive	Superior Drive	Ford Street
Brogan Drive	Abbey Road	South Dead End
Abbey Road	Harbor Drive	East Dead End
Erie Drive	Jefferson Parkway	South Dead End
Superior Drive	Maple Street	East Dead End
Ontario Circle	Jefferson Parkway	Cul-de-sac
Humphrey Court	Roosevelt Drive	Cul-de-sac
Coolidge Court	Roosevelt Drive	Cul-de-sac
Jackson Court	Roosevelt Drive	Cul-de-sac
Birch Lane	Maple Street	Meadowview Drive
Sibley Drive	Maple Street	Meadowview Drive



# City Facilities Fund

	2017 YTD and % of budgeted						2018 Proposed	2017 vs 2018 % increase	2019 Projected
	2014 Actual	2015 Actual	2016 Actual	2017 Adopted	\$ as of 6-30-17	%			
Revenues by Major Category									
Property Taxes	50,277	40,000	40,000	42,000	12,685	30.2%	-	-100.00%	-
Intergovernmental	-	-	-	-	-		-		-
Other Revenue	538	21	1,181	500	245	49.0%	-	-100.00%	-
Transfers In	50,000	-	-	-	-		-		-
Total Revenue	100,815	40,021	41,181	42,500	12,930	30.4%	-	-100.00%	-
Other financing sources									
Capital lease proceeds	-	-	-	-	-		-		-
<b>Total Revenue and other financing</b>	100,815	40,021	41,181	42,500	12,930	30.4%	-	-100.00%	-
Expenditures									
Other Services & Charges									
Other Professional Services	-	-	-	-	-		-		-
Miscellaneous Expense	-	-	-	5,000	-	0.0%	-	-100.00%	-
Total	-	-	-	5,000	-	0.0%	-	-100.00%	-
Capital Outlay:									
Facilities Upgrade	55,629	-	-	-	-		-		-
Other Improvements	50,443	-	-	82,147	-	0.0%	-	-100.00%	-
Total	106,072	-	-	92,147	-	0.0%	-	-100.00%	-
<b>Total Expenditures</b>	106,072	-	-	97,147	-	0.0%	-	-100.00%	-
Revenues over (under)									
Expenditures	(5,257)	40,021	41,181	(54,647)	12,930	-23.7%	-	-100.00%	-



# Maintenance Facility – Convert to LED 3-Year Payback





# City Hall Roof Top Unit





# Facilities Fund

- Maintenance Facility Roof in 2019 (maybe moved back due to lack of funds available in the capital facilities fund)
- Staff will be working on pricing for the boiler replacement at City Hall. Will be added to the CIP for 2022
- City Hall HVAC Replacement



# Park Fund

- 2022 Riverside Park Playground Equipment Replacement



# CEP - Intergovernmental

## Joint Powers Agreements / Intergovernmental Hiawathaland Transit

- MNDOT Program, 80/20 split on capital expenditures
- New Bus, \$16,400



# CEP – Street Department



1999 S-10 Pickup - \$30,000

2007 2500 Pickup - \$30,000



# CEP – Street Department



2000 Backhoe - \$90,000

2002 Front-end Loader- \$175,000



# UTILITIES

- Key Items for 2018
  - Request Utilities Operator (\$75,000)
  - Rate Study (Water, Sanitary, Storm)
  - In-Line Phosphorous Analyzer
  - Replacement of MAU-09 (WWTP Lift Station)
  - Well No. 5 Generator
  - 2 Utilities Trucks





# CIP [Wastewater]

**In-Line Phosphorous  
Analyzer \$70,000**





Replace MAU-09 at Lift Station \$15,813



# CIP [Utilities]

## Well No. 5 Generator



# CEP – Wastewater

Replace 2007 Truck - \$25,000





# CEP – Utilities

**1998 Truck - \$40,000**



**2009 Wachs Valve Wrench  
\$25,000**





# Storm Water

- Key Items for 2018
  - Flood Improvement Feasibility Study \$50,000 (East and West Side of River Downtown)
  - Washing, Sealing, Tuck Pointing River Wall



# Garbage Fund

- Key Items for 2018
  - Determine if a new RFP for Residential Solid Waste will be sent out for service beginning in 2019 or extend contract w/DSI



END

