



COTTAGE GROVE CITY COUNCIL

12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016

August 10, 2022

SPECIAL MEETING - 5:00 P.M. TRAINING ROOM

6:30 P.M. DINNER

7:00 P.M. SPECIAL MEETING

1 CALL TO ORDER

2 ROLL CALL

3 AGENDA ITEM

- A Budget Workshop Presentation PowerPoint
- B Parks Department
- C Ice Arena
- D Golf Course
- E Street Department
- F Storm Water Department
- G Public Works Administration & Engineering Water
- H Utility
- I Sewer Utility
- J Street Light Utility
- K Fleet Department
- L Equipment Replacement
- M 2023 Budget Additions
- N 2024 Budget Additions

4 ADJOURNMENT



City Council Action Request

3A

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Parks Department

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Parks Budget Comparison Report
Recreation Budget Comparison Report
Memo East Ravine Park Dedication Fee

Budget Comparison Report

Object	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)	2024 2024 FALL 2022	Increase / (Decrease)		
Department: 41 - PARKS MAINTENANCE										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	631,803.65	719,797.10	378,947.53	670,040.00	798,700.00	128,660.00	19.20%	902,500.00	103,800.00	13.00%
4110 - OVERTIME F. T.	17,509.10	30,432.20	24,064.57	22,070.00	22,400.00	330.00	1.50%	23,400.00	1,000.00	4.46%
4115 - REGULAR-P/T REG STATUS	1,916.30	2,060.80	1,050.45	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4120 - SAL-P.T./TEMP	94,572.25	121,207.55	65,029.51	134,000.00	164,900.00	30,900.00	23.06%	172,300.00	7,400.00	4.49%
4141 - PERA	50,817.81	57,717.38	31,238.57	60,690.00	68,300.00	7,610.00	12.54%	76,300.00	8,000.00	11.71%
4142 - FICA	53,301.58	60,515.61	32,661.88	66,315.00	75,500.00	9,185.00	13.85%	83,900.00	8,400.00	11.13%
4144 - HEALTH INSURANCE	71,330.04	65,910.00	43,895.81	75,250.00	110,200.00	34,950.00	46.45%	133,300.00	23,100.00	20.96%
4147 - UNEMPLOYMENT	654.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4148 - WORKERS COMP	33,980.04	32,800.08	29,633.38	50,800.00	60,200.00	9,400.00	18.50%	66,300.00	6,100.00	10.13%
Total Category: 4100 - PERSONAL SERVICES:	955,884.77	1,090,440.72	606,521.70	1,079,165.00	1,300,200.00	221,035.00	20.48%	1,458,000.00	157,800.00	12.14%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4209 - OP SUPPLIES-CLEN	2,390.77	49.32	13.92	1,800.00	1,850.00	50.00	2.78%	1,900.00	50.00	2.70%
4210 - OP SUPPLY-OTHER	61,976.90	90,286.76	46,272.27	75,800.00	88,080.00	12,280.00	16.20%	113,540.00	25,460.00	28.91%
4211 - MOTOR FUELS	29,620.96	36,303.10	14,321.51	35,000.00	44,000.00	9,000.00	25.71%	45,800.00	1,800.00	4.09%
4212 - LUB/ADD	138.44	218.61	0.00	200.00	210.00	10.00	5.00%	210.00	0.00	0.00%
4216 - FERTILIZER/CHEM	26,096.41	33,323.33	39,168.01	46,000.00	47,380.00	1,380.00	3.00%	48,760.00	1,380.00	2.91%
4217 - CLOTHING/UNIFORM	5,211.83	6,057.65	3,442.69	4,900.00	5,670.00	770.00	15.71%	5,840.00	170.00	3.00%
4231 - SMALL TOOLS	1,214.58	1,736.88	1,690.36	1,100.00	1,135.00	35.00	3.18%	1,170.00	35.00	3.08%
4270 - OP SUP-VEH/EQ	9,087.95	1,582.78	576.21	8,200.00	8,445.00	245.00	2.99%	8,700.00	255.00	3.02%
4271 - OP SUP-OTHER IMP	10,723.11	15,401.37	3,203.00	17,600.00	18,130.00	530.00	3.01%	18,670.00	540.00	2.98%
4272 - OP SUP-BUILDINGS	6,490.94	4,071.75	2,847.55	5,200.00	5,350.00	150.00	2.88%	5,515.00	165.00	3.08%
4280 - CAPITAL OUTLAY <\$5,000	8,558.14	1,452.36	3,398.00	0.00	3,000.00	3,000.00	0.00%	4,000.00	1,000.00	33.33%
Total Category: 4200 - COMMODITIES:	161,510.03	190,483.91	114,933.52	195,800.00	223,250.00	27,450.00	14.02%	254,105.00	30,855.00	13.82%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	1,830.52	982.74	1,078.38	2,400.00	2,400.00	0.00	0.00%	2,400.00	0.00	0.00%
4301 - ENGINEERING SVS	1,612.50	0.00	0.00	2,100.00	2,160.00	60.00	2.86%	2,225.00	65.00	3.01%
4305 - FEES FOR SERVICE	12,713.57	20,940.20	8,172.27	30,200.00	31,100.00	900.00	2.98%	32,000.00	900.00	2.89%
4310 - COMMUNICATION	7,528.11	9,662.58	5,252.56	7,830.00	8,000.00	170.00	2.17%	8,300.00	300.00	3.75%
4311 - POSTAGE	9.20	14.40	2.56	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4321 - DATA PROCESSING	28,740.00	37,374.96	29,166.69	50,000.00	55,100.00	5,100.00	10.20%	58,400.00	3,300.00	5.99%
4340 - PRINTING	0.00	0.00	34.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4350 - INSURANCE CHARGE	33,500.04	33,500.04	20,282.50	34,770.00	37,900.00	3,130.00	9.00%	39,000.00	1,100.00	2.90%
4360 - UTILITIES	29,547.07	41,565.55	18,656.21	43,300.00	44,600.00	1,300.00	3.00%	45,940.00	1,340.00	3.00%
4370 - MAINT-REPAIR/EQ	0.00	78.55	3,073.40	11,400.00	11,700.00	300.00	2.63%	12,090.00	390.00	3.33%
4371 - MAINT-REPAIR/OTH	11,786.00	24,995.00	26,734.87	20,800.00	21,430.00	630.00	3.03%	25,750.00	4,320.00	20.16%
4372 - MAINT-REPAIR/BLD	13,881.35	7,692.20	9,400.81	10,400.00	18,800.00	8,400.00	80.77%	11,030.00	-7,770.00	-41.33%

Budget Comparison Report

Object	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4375 - CHARGE-FLEET MNT	132,382.40	109,811.16	43,907.00	110,830.00	119,800.00	8,970.00	8.09%	123,390.00	3,590.00	3.00%
4380 - RENTAL/LEASE	31,941.78	42,264.95	26,258.34	39,700.00	50,890.00	11,190.00	28.19%	52,415.00	1,525.00	3.00%
4401 - DUES & SUBS	628.00	325.00	305.00	700.00	725.00	25.00	3.57%	740.00	15.00	2.07%
4403 - TRAVEL/TRAIN/CON	1,023.68	6,163.49	4,220.41	14,100.00	14,525.00	425.00	3.01%	14,960.00	435.00	2.99%
4405 - CLEAN/WASTE REMV	12,732.29	17,396.76	7,659.56	14,900.00	20,000.00	5,100.00	34.23%	20,600.00	600.00	3.00%
4449 - OTHER CONTRACT	577.50	0.00	577.98	1,500.00	1,500.00	0.00	0.00%	1,500.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	320,434.01	352,767.58	204,782.54	394,930.00	440,630.00	45,700.00	11.57%	450,740.00	10,110.00	2.29%
Category: 4500 - CAPITAL OUTLAY										
4540 - OTHER CAP OUTLAY	0.00	36,400.24	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	36,400.24	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Department: 41 - PARKS MAINTENANCE:	1,437,828.81	1,670,092.45	926,237.76	1,669,895.00	1,964,080.00	294,185.00	17.62%	2,162,845.00	198,765.00	10.12%

Budget Comparison Report

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				2022 2022	2023 2023	Increase / (Decrease)	2024 2024 FALL 2022	Increase / (Decrease)		
Department: 51 - RECREATION PROGRAMS										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	155,165.98	179,395.56	92,345.90	199,375.00	185,100.00	-14,275.00	-7.16%	193,400.00	8,300.00	4.48%
4115 - REGULAR-P/T REG STATUS	9,302.54	9,184.87	4,726.99	10,520.00	13,200.00	2,680.00	25.48%	13,800.00	600.00	4.55%
4116 - O/T -P/T REG. STATUS	0.00	0.00	121.38	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4120 - SAL-P.T./TEMP	11,283.03	114,690.52	57,331.22	125,000.00	141,500.00	16,500.00	13.20%	182,840.00	41,340.00	29.22%
4121 - O.T. - P.T./TEMP	708.15	1,575.33	3,079.87	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4141 - PERA	12,650.55	13,979.47	7,145.76	15,740.00	14,800.00	-940.00	-5.97%	15,500.00	700.00	4.73%
4142 - FICA	13,032.45	22,357.06	11,629.50	24,930.00	26,000.00	1,070.00	4.29%	27,200.00	1,200.00	4.62%
4144 - HEALTH INSURANCE	21,060.00	20,709.96	14,087.50	24,150.00	25,900.00	1,750.00	7.25%	28,500.00	2,600.00	10.04%
4148 - WORKERS COMP	12,999.96	12,999.96	11,666.69	20,000.00	18,600.00	-1,400.00	-7.00%	20,700.00	2,100.00	11.29%
Total Category: 4100 - PERSONAL SERVICES:	236,202.66	374,892.73	202,134.81	419,715.00	425,100.00	5,385.00	1.28%	481,940.00	56,840.00	13.37%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	134.90	241.78	183.98	900.00	900.00	0.00	0.00%	900.00	0.00	0.00%
4210 - OP SUPPLY-OTHER	653.23	5,399.09	4,622.63	5,500.00	5,700.00	200.00	3.64%	5,900.00	200.00	3.51%
4211 - MOTOR FUELS	1,146.62	1,638.34	1,181.99	1,800.00	1,700.00	-100.00	-5.56%	1,800.00	100.00	5.88%
4217 - CLOTHING/UNIFORM	155.50	895.64	1,148.00	1,100.00	1,200.00	100.00	9.09%	1,200.00	0.00	0.00%
4280 - CAPITAL OUTLAY <\$5,000	0.00	421.40	408.22	4,800.00	2,000.00	-2,800.00	-58.33%	2,000.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	2,090.25	8,596.25	7,544.82	14,100.00	11,500.00	-2,600.00	-18.44%	11,800.00	300.00	2.61%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	365.00	0.00	1,003.55	3,200.00	3,200.00	0.00	0.00%	3,400.00	200.00	6.25%
4305 - FEES FOR SERVICE	970.00	0.00	16.00	200.00	0.00	-200.00	-100.00%	0.00	0.00	0.00%
4309 - CREDIT CARD FEES	997.62	10,030.84	5,894.90	8,600.00	8,900.00	300.00	3.49%	9,200.00	300.00	3.37%
4310 - COMMUNICATION	2,069.98	2,728.11	1,332.80	2,210.00	2,300.00	90.00	4.07%	2,400.00	100.00	4.35%
4311 - POSTAGE	0.00	59.25	0.00	100.00	50.00	-50.00	-50.00%	50.00	0.00	0.00%
4321 - DATA PROCESSING	7,070.04	12,315.00	11,488.75	19,695.00	29,100.00	9,405.00	47.75%	30,800.00	1,700.00	5.84%
4340 - PRINTING	1,083.50	0.00	0.00	6,500.00	2,000.00	-4,500.00	-69.23%	2,000.00	0.00	0.00%
4341 - ADVER/PUBLISH	0.00	24.00	0.00	500.00	500.00	0.00	0.00%	500.00	0.00	0.00%
4350 - INSURANCE CHARGE	500.04	999.96	606.69	1,040.00	1,100.00	60.00	5.77%	1,100.00	0.00	0.00%
4370 - MAINT-REPAIR/EQ	0.00	129.50	0.00	200.00	0.00	-200.00	-100.00%	0.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	1,871.20	3,686.85	3,334.98	1,600.00	2,400.00	800.00	50.00%	2,470.00	70.00	2.92%
4380 - RENTAL/LEASE	1,806.29	1,310.94	349.62	2,600.00	2,600.00	0.00	0.00%	2,700.00	100.00	3.85%
4401 - DUES & SUBS	1,731.75	1,481.00	908.50	1,300.00	1,300.00	0.00	0.00%	1,400.00	100.00	7.69%
4403 - TRAVEL/TRAIN/CON	490.00	3,449.32	2,014.90	3,000.00	3,000.00	0.00	0.00%	3,200.00	200.00	6.67%
4434 - SPECIAL EVENTS	2,358.11	7,553.26	8,829.33	25,000.00	25,000.00	0.00	0.00%	26,000.00	1,000.00	4.00%
4435 - LEAGUE PROGRAMS	2,665.93	3,587.48	677.89	3,500.00	3,600.00	100.00	2.86%	3,700.00	100.00	2.78%
4436 - CONCESSION RESAL	0.00	1,960.50	1,891.48	500.00	500.00	0.00	0.00%	500.00	0.00	0.00%

Budget Comparison Report

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4449 - OTHER CONTRACT	38.50	0.00	38.50	5,400.00	5,400.00	0.00	0.00%	5,400.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	24,017.96	49,316.01	38,387.89	85,145.00	90,950.00	5,805.00	6.82%	94,820.00	3,870.00	4.26%
Total Department: 51 - RECREATION PROGRAMS:	262,310.87	432,804.99	248,067.52	518,960.00	527,550.00	8,590.00	1.66%	588,560.00	61,010.00	11.56%
Report Total:	19,270,524.27	20,753,513.46	11,264,380.93	20,609,850.00	22,923,670.00	2,313,820.00	11.23%	25,441,841.00	2,518,171.00	10.99%



To: Zac Dockter, Parks & Recreation Director

From: Eric Hause, GIS Technician

Date: July 28, 2022

Re: East Ravine Park Dedication Fee Review

Background

The City of Cottage Grove's 2040 Comprehensive Plan calls for a large amount of development in the East Ravine Area. Part of that plan also calls for construction of new parks to accommodate future residents. City staff began evaluating data to determine if the amount of park land dedication (10% of developable land) would be sufficient to build the proposed future parks. In order to evaluate, certain assumptions were made including:

- **Cottage Grove Ravine Regional Park:** According to the Cottage Grove Ravine Regional Park Master Plan prepared by Washington County, the park boundary will expand to the southern end of the lake west of Old Cottage Grove. Due to this planned expansion, it is assumed that some planned park and open space in the Cottage Grove 2040 Comprehensive Plan will be part of the county's park plan and not included in the calculations.
- **Neighborhood Parks:** The East Ravine Master Plan calls for 11 park locations. For this exercise, it has been assumed that each park is on average 8.5 acres.
- **Land Excluded from Calculations:** Some land slated as park and open space in the 2040 Comprehensive Plan was not included in the acreage for this calculation including the cemetery in Old Cottage Grove and existing public buildings i.e., City Hall and Washington County Service Center.

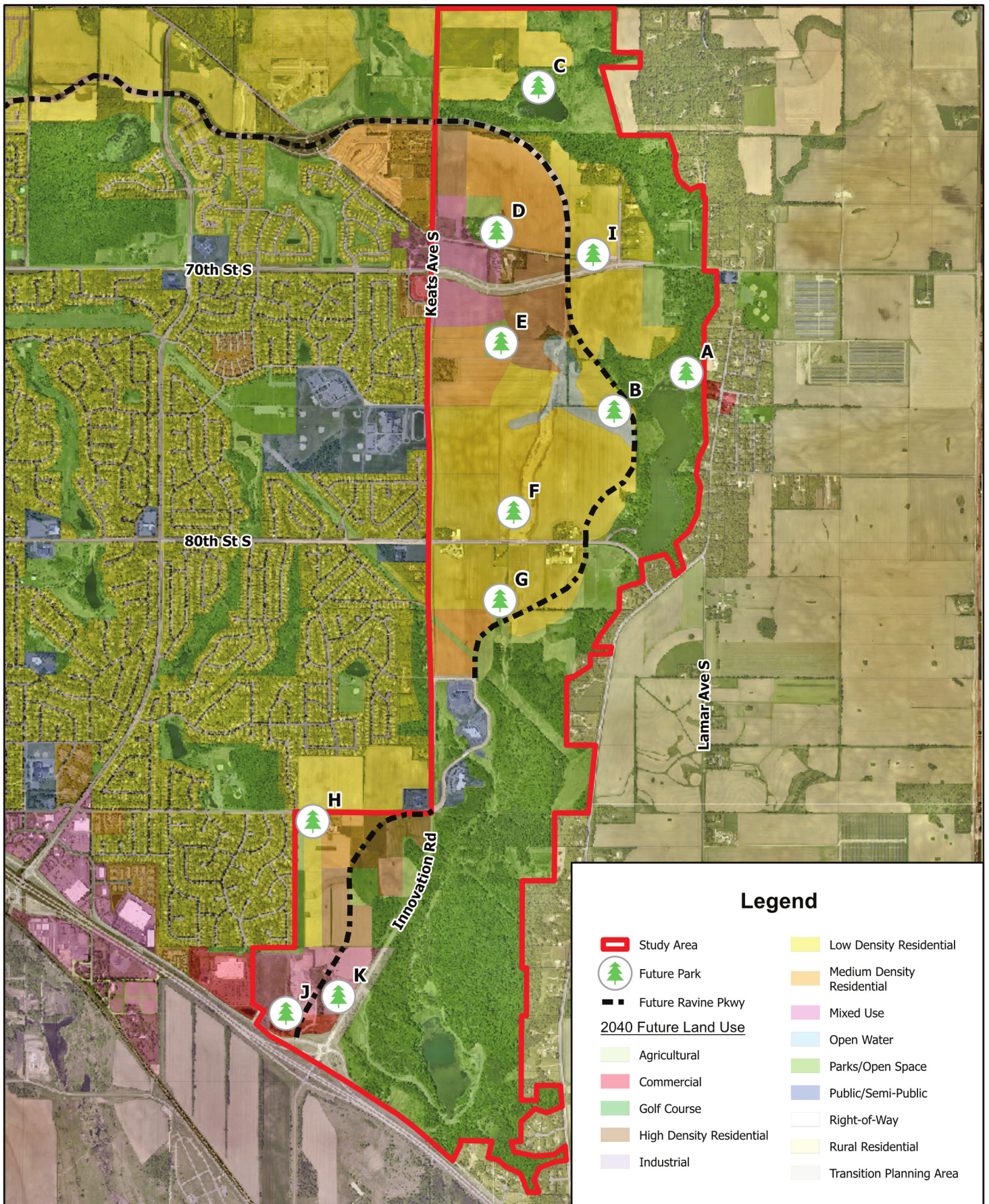
Discussion

The 2040 Comprehensive Plan shows 976 acres of land to be developed between low density housing, medium density housing, high density housing and mixed use. To calculate the necessary park dedication amount, first acreages for major road right-of-way, transportation trail corridors, and stormwater treatment facilities below the high water level (HWL) must be removed from the total acreage. A 10% park dedication would net the city 85.6 acres towards parks and open space. The total amount of planned park and open space for the East Ravine area is 345.8 acres per the 2040 Comprehensive Plan and is broken out into 93.5 acres for neighborhood parks and 252.3 acres for the area that stretches from Gables Lake down to the estimated future boundary of Cottage Grove Ravine Regional Park. The amount of park dedication generated from the developable land represents 24.8% of the land needed for all planned park and open space and leaves the city 260.2 acres short of what is proposed in the 2040 Comprehensive Plan.

Proposed Developable Land	
Land Type	Acres
Low Density Housing (2-4 units per acre)	574.5
Medium Density Housing (5-13 units per acre)	161.3
High Density Housing (14-30 units per acre)	125.1
Mixed Use (20-40 units per acre)	115.1
Total Acreage of Developed Land: 976	

Subtractions	
Subtraction Type	Acres
Major Road Right-of-Way (Keats Ave and 70 th St)	61.2
Transportation Trail Corridors	19.4
4% for stormwater treatment	39
Total Subtraction Acreage: 119.6	

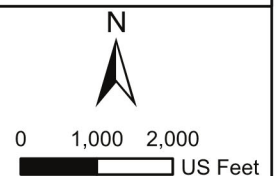
Park Land	
Park Type	Acres
Proposed Park Dedication (10% of developable area)	85.6
2040 Comp Plan park and open space	345.8
Total Deficit of Park Land: 260.2 Acres	



East Ravine Park and Open Space Analysis Exhibit

Cottage Grove, MN

Date: 8/4/2022





City Council Action Request

3C

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Golf Course

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Golf Course Budget Comparison Report



Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Revenue										
Department: 00 - UNDEFINED										
Category: 3809 - INVESTMENT INTEREST										
3810 - INVEST INTEREST	134.41	-1,310.21	-2,603.17	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	134.41	-1,310.21	-2,603.17	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Department: 00 - UNDEFINED:	134.41	-1,310.21	-2,603.17	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Department: 53 - GOLF COURSE-ADMINISTRATION										
Category: 3400 - CHARGES FOR SERVICES										
3400 - GREEN FEES	691,334.71	791,233.46	308,959.41	725,900.00	800,000.00	74,100.00	10.21%	840,000.00	40,000.00	5.00%
3402 - PCC MEMBERSHIPS	74,038.78	83,986.53	39,765.59	76,800.00	85,000.00	8,200.00	10.68%	89,250.00	4,250.00	5.00%
3418 - HANDICAPS	10,343.60	12,201.00	10,520.00	10,400.00	10,400.00	0.00	0.00%	10,920.00	520.00	5.00%
3420 - RENTAL CLUBS	3,114.03	5,327.41	2,009.26	5,000.00	5,000.00	0.00	0.00%	5,250.00	250.00	5.00%
3421 - GOLF CARTS	362,307.05	359,931.17	126,722.51	380,400.00	380,400.00	0.00	0.00%	399,420.00	19,020.00	5.00%
3428 - LESSON	10,455.00	16,125.00	15,679.00	20,000.00	20,000.00	0.00	0.00%	21,000.00	1,000.00	5.00%
3429 - RANGE	94,688.34	142,498.35	70,943.21	150,000.00	175,000.00	25,000.00	16.67%	183,750.00	8,750.00	5.00%
3431 - GOLF CLUB MEMBERSHIP	76,080.00	119,743.55	120,383.00	100,000.00	120,000.00	20,000.00	20.00%	126,000.00	6,000.00	5.00%
3434 - CIGARS	0.00	1,839.20	329.81	1,000.00	1,000.00	0.00	0.00%	1,100.00	100.00	10.00%
3451 - GOLF ACCESSORIES	33,993.66	48,365.84	11,585.22	40,000.00	50,000.00	10,000.00	25.00%	52,500.00	2,500.00	5.00%
3453 - CLOTHING - TAX	0.00	0.00	6,397.19	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3454 - CLOTHING-NONTAX	15,546.73	20,413.94	14,087.07	25,000.00	30,000.00	5,000.00	20.00%	31,500.00	1,500.00	5.00%
3455 - GIFT CERTIFICATE	4,547.90	6,246.54	-10,956.27	1,000.00	1,000.00	0.00	0.00%	1,100.00	100.00	10.00%
3465 - GOLF CLUB REPAIR	1,017.58	316.60	0.00	5,000.00	5,000.00	0.00	0.00%	5,250.00	250.00	5.00%
Total Category: 3400 - CHARGES FOR SERVICES:	1,377,467.38	1,608,228.59	716,425.00	1,540,500.00	1,682,800.00	142,300.00	9.24%	1,767,040.00	84,240.00	5.01%
Category: 3812 - MISCELLANEOUS										
3813 - SALE OF GOODS	582.30	2,107.25	490.50	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3816 - REFUND & REIMBRS	1,754.24	1,161.54	228.10	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3829 - MISC - OTHER	2,383.00	3,799.50	426.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	4,719.54	7,068.29	1,144.60	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Department: 53 - GOLF COURSE-ADMINISTRATION:	1,382,186.92	1,615,296.88	717,569.60	1,540,500.00	1,682,800.00	142,300.00	9.24%	1,767,040.00	84,240.00	5.01%
Department: 56 - GOLF COURSE CLUBHOUSE										
Category: 3400 - CHARGES FOR SERVICES										
3435 - NON-ALCHOL BEV	41,038.21	49,127.52	19,520.68	36,000.00	55,000.00	19,000.00	52.78%	57,500.00	2,500.00	4.55%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Objec...										
3436 - ALCOHOLIC BEVERA	189,545.15	303,997.40	127,135.77	237,000.00	310,000.00	73,000.00	30.80%	325,500.00	15,500.00	5.00%
3441 - FOOD	116,990.94	169,971.46	95,602.20	199,000.00	199,000.00	0.00	0.00%	208,950.00	9,950.00	5.00%
3442 - POLICE SECURITY	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00%	1,050.00	50.00	5.00%
3443 - CLUBHOUSE RENTALS	16,589.37	14,850.00	28,171.00	35,000.00	35,000.00	0.00	0.00%	36,750.00	1,750.00	5.00%
3444 - MANDATORY GRATUITY	39,350.37	85,606.91	48,736.15	92,000.00	92,000.00	0.00	0.00%	96,600.00	4,600.00	5.00%
3445 - BANQUET FOOD	66,735.63	183,054.06	110,110.06	238,000.00	238,000.00	0.00	0.00%	249,900.00	11,900.00	5.00%
3446 - BANQUET NA BEVERAGES	595.14	2,424.96	8,659.39	4,000.00	4,000.00	0.00	0.00%	4,200.00	200.00	5.00%
3447 - BANQUET ALCOHOLIC BEVERAGES	8,997.36	21,533.97	2,084.76	43,000.00	43,000.00	0.00	0.00%	45,150.00	2,150.00	5.00%
3572 - VENDING SALE	52.33	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3400 - CHARGES FOR SERVICES:	479,894.50	830,566.28	440,020.01	885,000.00	977,000.00	92,000.00	10.40%	1,025,600.00	48,600.00	4.97%
Category: 3812 - MISCELLANEOUS										
3813 - SALE OF GOODS	0.00	2,322.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3816 - REFUND & REIMBRS	538.12	116.13	253.36	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3829 - MISC - OTHER	104.59	60.20	667.41	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3830 - CASH OVER/UNDER	757.24	167.65	-178.95	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	1,399.95	2,665.98	741.82	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Department: 56 - GOLF COURSE CLUBHOUSE:	481,294.45	833,232.26	440,761.83	885,000.00	977,000.00	92,000.00	10.40%	1,025,600.00	48,600.00	4.97%
Total Revenue:	1,863,615.78	2,447,218.93	1,155,728.26	2,425,500.00	2,659,800.00	234,300.00	9.66%	2,792,640.00	132,840.00	4.99%
Expense										
Department: 53 - GOLF COURSE-ADMINISTRATION										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	128,386.01	62,027.82	43,230.17	120,000.00	98,700.00	-21,300.00	-17.75%	103,100.00	4,400.00	4.46%
4120 - SAL-P.T./TEMP	153,242.40	198,639.02	92,324.22	181,700.00	188,300.00	6,600.00	3.63%	196,800.00	8,500.00	4.51%
4121 - O.T. - P.T./TEMP	4,609.92	6,352.97	4,533.49	2,000.00	2,000.00	0.00	0.00%	2,100.00	100.00	5.00%
4141 - PERA	10,249.95	4,678.34	3,242.34	8,300.00	12,100.00	3,800.00	45.78%	12,700.00	600.00	4.96%
4142 - FICA	21,711.85	20,110.56	10,488.11	13,000.00	22,200.00	9,200.00	70.77%	23,200.00	1,000.00	4.50%
4144 - HEALTH INSURANCE	7,130.04	7,250.04	3,775.02	7,550.00	10,800.00	3,250.00	43.05%	11,900.00	1,100.00	10.19%
4147 - UNEMPLOYMENT	0.00	0.00	11,394.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4148 - WORKERS COMP	2,769.96	2,799.96	1,150.02	2,300.00	3,800.00	1,500.00	65.22%	4,000.00	200.00	5.26%
Total Category: 4100 - PERSONAL SERVICES:	328,100.13	301,858.71	170,137.37	334,850.00	337,900.00	3,050.00	0.91%	353,800.00	15,900.00	4.71%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	282.54	0.00	35.13	1,000.00	1,030.00	30.00	3.00%	1,060.00	30.00	2.91%
4210 - OP SUPPLY-OTHER	11,965.73	18,392.93	11,674.45	8,300.00	8,549.00	249.00	3.00%	8,805.00	256.00	2.99%
4217 - CLOTHING/UNIFORM	1,954.18	612.00	2,351.85	1,700.00	1,751.00	51.00	3.00%	1,800.00	49.00	2.80%
4280 - CAPITAL OUTLAY <\$5,000	337.98	15,877.19	0.00	5,000.00	5,150.00	150.00	3.00%	5,305.00	155.00	3.01%
Total Category: 4200 - COMMODITIES:	14,540.43	34,882.12	14,061.43	16,000.00	16,480.00	480.00	3.00%	16,970.00	490.00	2.97%

Budget Comparison Report

Objec...				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	255.00	0.00	1,773.55	1,700.00	1,751.00	51.00	3.00%	1,800.00	49.00	2.80%
4302 - LEGAL SERVICE	0.00	0.00	752.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4305 - FEES FOR SERVICE	12,601.95	51,612.07	32,645.68	21,800.00	54,000.00	32,200.00	147.71%	55,620.00	1,620.00	3.00%
4309 - CREDIT CARD FEES	0.00	0.00	22,060.97	0.00	30,000.00	30,000.00	0.00%	30,000.00	0.00	0.00%
4310 - COMMUNICATION	9,866.22	11,434.58	5,969.37	11,580.00	11,930.00	350.00	3.02%	12,285.00	355.00	2.98%
4311 - POSTAGE	78.50	19.97	58.00	100.00	103.00	3.00	3.00%	110.00	7.00	6.80%
4321 - DATA PROCESSING	23,829.96	33,000.00	16,849.98	33,700.00	88,700.00	55,000.00	163.20%	94,000.00	5,300.00	5.98%
4340 - PRINTING	729.22	0.00	0.00	2,700.00	2,780.00	80.00	2.96%	2,865.00	85.00	3.06%
4341 - ADVER/PUBLISH	11,207.97	13,305.41	4,997.26	13,000.00	13,390.00	390.00	3.00%	13,790.00	400.00	2.99%
4350 - INSURANCE CHARGE	5,000.04	5,000.04	2,599.98	5,200.00	5,700.00	500.00	9.62%	5,900.00	200.00	3.51%
4360 - UTILITIES	5,993.75	7,723.98	5,134.74	9,000.00	9,270.00	270.00	3.00%	9,550.00	280.00	3.02%
4370 - MAINT-REPAIR/EQ	1,528.84	1,233.18	427.50	1,500.00	1,545.00	45.00	3.00%	1,590.00	45.00	2.91%
4371 - MAINT-REPAIR/OTH	2,735.50	9,154.11	414.64	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4372 - MAINT-REPAIR/BLD	5,383.08	20,582.63	2,761.23	3,200.00	13,000.00	9,800.00	306.25%	3,395.00	-9,605.00	-73.88%
4380 - RENTAL/LEASE	54,052.99	48,996.19	22,205.64	55,000.00	56,650.00	1,650.00	3.00%	58,350.00	1,700.00	3.00%
4401 - DUES & SUBS	1,440.17	1,336.00	2,075.01	2,000.00	2,060.00	60.00	3.00%	2,120.00	60.00	2.91%
4403 - TRAVEL/TRAIN/CON	222.70	1,165.96	0.00	3,100.00	4,375.00	1,275.00	41.13%	4,510.00	135.00	3.09%
4405 - CLEAN/WASTE REMV	1,648.59	1,386.56	549.26	1,600.00	1,648.00	48.00	3.00%	1,700.00	52.00	3.16%
4407 - PROPERTY TAXES	1,046.01	1,090.50	1,090.50	1,000.00	1,030.00	30.00	3.00%	1,060.00	30.00	2.91%
4436 - CONCESSION RESAL	0.00	732.12	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4438 - PRO/MISC RESALE	33,993.49	57,969.63	67,962.19	35,700.00	60,000.00	24,300.00	68.07%	61,800.00	1,800.00	3.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	171,613.98	265,742.93	190,327.50	201,880.00	357,932.00	156,052.00	77.30%	360,445.00	2,513.00	0.70%
Category: 4500 - CAPITAL OUTLAY										
4510 - BUILD & STRUC	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4530 - MACH & EQUIPMENT	0.00	5,483.70	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4540 - OTHER CAP OUTLAY	0.00	23,779.69	8,500.00	10,000.00	10,300.00	300.00	3.00%	10,610.00	310.00	3.01%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	29,263.39	8,500.00	10,000.00	10,300.00	300.00	3.00%	10,610.00	310.00	3.01%
Category: 4600 - OTHER FINANCING USES										
4600 - PRINCIPAL	0.00	0.00	0.00	0.00	183,000.00	183,000.00	0.00%	183,000.00	0.00	0.00%
4610 - INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4600 - OTHER FINANCING USES:	0.00	0.00	0.00	0.00	183,000.00	183,000.00	0.00%	183,000.00	0.00	0.00%
Total Department: 53 - GOLF COURSE-ADMINISTRATION:	514,254.54	631,747.15	383,026.30	562,730.00	905,612.00	342,882.00	60.93%	924,825.00	19,213.00	2.12%
Department: 55 - GOLF COURSE-MAINTENANCE										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	159,053.84	165,728.86	76,898.24	185,000.00	180,100.00	-4,900.00	-2.65%	188,200.00	8,100.00	4.50%
4120 - SAL-P.T./TEMP	141,745.05	177,722.14	66,956.05	160,000.00	168,000.00	8,000.00	5.00%	175,600.00	7,600.00	4.52%
4121 - O.T. - P.T./TEMP	2,586.80	1,830.35	972.21	3,000.00	3,100.00	100.00	3.33%	3,200.00	100.00	3.23%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4141 - PERA	14,629.76	15,559.36	7,785.13	17,900.00	18,200.00	300.00	1.68%	19,000.00	800.00	4.40%
4142 - FICA	22,834.51	25,021.68	10,439.90	22,900.00	26,900.00	4,000.00	17.47%	28,100.00	1,200.00	4.46%
4144 - HEALTH INSURANCE	21,174.96	21,690.00	11,299.98	22,600.00	21,600.00	-1,000.00	-4.42%	23,800.00	2,200.00	10.19%
4148 - WORKERS COMP	5,090.04	5,100.00	1,999.98	4,000.00	4,800.00	800.00	20.00%	5,100.00	300.00	6.25%
Total Category: 4100 - PERSONAL SERVICES:	367,114.96	412,652.39	176,351.49	415,400.00	422,700.00	7,300.00	1.76%	443,000.00	20,300.00	4.80%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	0.00	533.33	549.20	500.00	515.00	15.00	3.00%	530.00	15.00	2.91%
4210 - OP SUPPLY-OTHER	21,962.23	28,043.87	13,842.01	28,100.00	28,943.00	843.00	3.00%	29,810.00	867.00	3.00%
4211 - MOTOR FUELS	15,133.37	28,478.83	13,011.11	25,000.00	700.00	-24,300.00	-97.20%	700.00	0.00	0.00%
4212 - LUB/ADD	1,715.66	1,712.89	1,923.50	3,100.00	3,193.00	93.00	3.00%	3,290.00	97.00	3.04%
4216 - FERTILIZER/CHEM	36,619.13	31,278.83	23,239.13	40,000.00	41,200.00	1,200.00	3.00%	42,440.00	1,240.00	3.01%
4217 - CLOTHING/UNIFORM	524.89	688.00	1,851.60	1,600.00	1,648.00	48.00	3.00%	1,700.00	52.00	3.16%
4231 - SMALL TOOLS	1,369.18	1,533.54	1,822.17	1,900.00	1,957.00	57.00	3.00%	2,020.00	63.00	3.22%
4270 - OP SUP-VEH/EQ	19,207.79	25,224.44	29,558.19	40,000.00	30,000.00	-10,000.00	-25.00%	30,900.00	900.00	3.00%
4271 - OP SUP-OTHER IMP	9,219.83	12,671.95	2,131.60	8,200.00	8,446.00	246.00	3.00%	8,700.00	254.00	3.01%
4272 - OP SUP-BUILDINGS	1,354.23	1,990.42	590.23	1,900.00	1,957.00	57.00	3.00%	2,015.00	58.00	2.96%
4280 - CAPITAL OUTLAY <\$5,000	0.00	4,082.63	0.00	5,000.00	5,150.00	150.00	3.00%	5,305.00	155.00	3.01%
Total Category: 4200 - COMMODITIES:	107,106.31	136,238.73	88,518.74	155,300.00	123,709.00	-31,591.00	-20.34%	127,410.00	3,701.00	2.99%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	65.00	278.00	990.00	500.00	515.00	15.00	3.00%	530.00	15.00	2.91%
4305 - FEES FOR SERVICE	7,109.50	10,146.70	3,740.04	13,100.00	13,493.00	393.00	3.00%	13,890.00	397.00	2.94%
4310 - COMMUNICATION	3,676.69	4,099.72	2,016.16	4,190.00	4,320.00	130.00	3.10%	4,445.00	125.00	2.89%
4350 - INSURANCE CHARGE	710.04	999.96	520.02	1,040.00	1,100.00	60.00	5.77%	1,100.00	0.00	0.00%
4360 - UTILITIES	16,718.53	21,238.62	10,493.43	21,600.00	22,248.00	648.00	3.00%	22,915.00	667.00	3.00%
4370 - MAINT-REPAIR/EQ	1,788.47	2,248.74	1,092.09	6,300.00	6,489.00	189.00	3.00%	6,680.00	191.00	2.94%
4371 - MAINT-REPAIR/OTH	349.97	27,625.00	0.00	5,000.00	5,150.00	150.00	3.00%	5,305.00	155.00	3.01%
4372 - MAINT-REPAIR/BLD	3,597.34	778.15	2,635.50	15,700.00	5,200.00	-10,500.00	-66.88%	5,150.00	-50.00	-0.96%
4375 - CHARGE-FLEET MNT	3,622.29	93.50	0.00	1,200.00	1,300.00	100.00	8.33%	1,340.00	40.00	3.08%
4380 - RENTAL/LEASE	3,261.71	840.00	871.96	6,700.00	4,000.00	-2,700.00	-40.30%	4,120.00	120.00	3.00%
4401 - DUES & SUBS	605.00	935.00	1,055.00	900.00	927.00	27.00	3.00%	955.00	28.00	3.02%
4403 - TRAVEL/TRAIN/CON	312.16	2,506.60	70.00	3,100.00	2,800.00	-300.00	-9.68%	2,885.00	85.00	3.04%
4405 - CLEAN/WASTE REMV	4,657.71	3,351.25	3,486.00	6,700.00	6,901.00	201.00	3.00%	7,110.00	209.00	3.03%
4449 - OTHER CONTRACT	662.31	942.44	4,753.08	1,500.00	1,545.00	45.00	3.00%	1,590.00	45.00	2.91%
Total Category: 4300 - CONTRACTUAL SERVICES:	47,136.72	76,083.68	31,723.28	87,530.00	75,988.00	-11,542.00	-13.19%	78,015.00	2,027.00	2.67%
Category: 4500 - CAPITAL OUTLAY										
4510 - BUILD & STRUC	0.00	8,875.50	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4530 - MACH & EQUIPMENT	89,192.00	95,594.34	48,354.06	201,000.00	80,000.00	-121,000.00	-60.20%	145,000.00	65,000.00	81.25%
Total Category: 4500 - CAPITAL OUTLAY:	89,192.00	104,469.84	48,354.06	201,000.00	80,000.00	-121,000.00	-60.20%	145,000.00	65,000.00	81.25%
Total Department: 55 - GOLF COURSE-MAINTENANCE:	610,549.99	729,444.64	344,947.57	859,230.00	702,397.00	-156,833.00	-18.25%	793,425.00	91,028.00	12.96%
Department: 56 - GOLF COURSE CLUBHOUSE										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	137,275.08	164,396.89	70,870.66	145,000.00	154,800.00	9,800.00	6.76%	161,800.00	7,000.00	4.52%
4110 - OVERTIME F. T.	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4120 - SAL-P.T./TEMP	109,121.83	255,303.33	114,310.62	209,000.00	257,500.00	48,500.00	23.21%	269,100.00	11,600.00	4.50%
4121 - O.T. - P.T./TEMP	975.73	5,730.38	1,337.21	3,600.00	3,700.00	100.00	2.78%	3,900.00	200.00	5.41%
4141 - PERA	27,249.62	18,080.98	7,390.02	28,500.00	21,700.00	-6,800.00	-23.86%	22,600.00	900.00	4.15%
4142 - FICA	18,757.44	31,611.27	13,783.89	29,100.00	31,900.00	2,800.00	9.62%	33,300.00	1,400.00	4.39%
4144 - HEALTH INSURANCE	21,990.00	21,050.04	7,549.98	15,100.00	21,600.00	6,500.00	43.05%	23,800.00	2,200.00	10.19%
4147 - UNEMPLOYMENT	545.22	0.00	8,252.01	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4148 - WORKERS COMP	6,050.04	6,000.00	2,565.00	5,130.00	5,700.00	570.00	11.11%	6,000.00	300.00	5.26%
Total Category: 4100 - PERSONAL SERVICES:	321,964.96	502,172.89	226,059.39	435,430.00	496,900.00	61,470.00	14.12%	520,500.00	23,600.00	4.75%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	195.80	0.00	0.00	500.00	515.00	15.00	3.00%	530.00	15.00	2.91%
4210 - OP SUPPLY-OTHER	18,716.72	28,330.34	20,659.73	22,900.00	23,588.00	688.00	3.00%	24,295.00	707.00	3.00%
4216 - FERTILIZER/CHEM	0.00	0.00	0.00	2,600.00	0.00	-2,600.00	-100.00%	0.00	0.00	0.00%
4217 - CLOTHING/UNIFORM	738.00	441.00	1,451.42	3,100.00	3,193.00	93.00	3.00%	3,290.00	97.00	3.04%
4271 - OP SUP-OTHER IMP	59.88	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4280 - CAPITAL OUTLAY <\$5,000	0.00	20,214.43	769.86	2,600.00	2,678.00	78.00	3.00%	2,760.00	82.00	3.06%
Total Category: 4200 - COMMODITIES:	19,710.40	48,985.77	22,881.01	31,700.00	29,974.00	-1,726.00	-5.44%	30,875.00	901.00	3.01%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	375.00	603.75	1,710.00	1,800.00	1,854.00	54.00	3.00%	1,910.00	56.00	3.02%
4305 - FEES FOR SERVICE	10,699.10	23,543.90	16,769.40	25,500.00	26,265.00	765.00	3.00%	27,055.00	790.00	3.01%
4310 - COMMUNICATION	872.50	1,485.00	495.00	1,620.00	1,670.00	50.00	3.09%	1,720.00	50.00	2.99%
4311 - POSTAGE	0.00	0.00	0.00	100.00	103.00	3.00	3.00%	110.00	7.00	6.80%
4340 - PRINTING	656.70	302.35	0.00	1,500.00	1,545.00	45.00	3.00%	1,590.00	45.00	2.91%
4341 - ADVER/PUBLISH	2,810.02	5,387.82	3,229.58	5,100.00	5,253.00	153.00	3.00%	5,410.00	157.00	2.99%
4350 - INSURANCE CHARGE	3,999.96	4,200.00	2,179.98	4,360.00	4,800.00	440.00	10.09%	4,900.00	100.00	2.08%
4352 - GENERAL LIABILIT	6,817.13	2,545.00	2,824.00	3,800.00	3,914.00	114.00	3.00%	4,030.00	116.00	2.96%
4360 - UTILITIES	26,045.78	32,475.42	20,315.09	34,000.00	35,020.00	1,020.00	3.00%	36,070.00	1,050.00	3.00%
4370 - MAINT-REPAIR/EQ	6,364.10	7,820.64	99.21	10,400.00	10,712.00	312.00	3.00%	11,035.00	323.00	3.02%
4371 - MAINT-REPAIR/OTH	0.00	344.51	2,328.78	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4372 - MAINT-REPAIR/BLD	22,517.78	22,558.87	9,712.88	10,400.00	22,000.00	11,600.00	111.54%	11,035.00	-10,965.00	-49.84%
4380 - RENTAL/LEASE	7,870.67	7,588.71	3,204.90	5,600.00	5,798.00	198.00	3.54%	5,940.00	142.00	2.45%
4401 - DUES & SUBS	1,529.75	210.00	1,870.10	2,600.00	2,678.00	78.00	3.00%	2,760.00	82.00	3.06%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4403 - TRAVEL/TRAIN/CON	757.70	1,423.13	0.00	3,100.00	3,193.00	93.00	3.00%	3,290.00	97.00	3.04%
4405 - CLEAN/WASTE REMV	1,775.62	2,257.26	1,098.48	2,600.00	2,678.00	78.00	3.00%	2,760.00	82.00	3.06%
4434 - SPECIAL EVENTS	3,303.75	5,762.56	2,100.00	5,100.00	5,253.00	153.00	3.00%	5,410.00	157.00	2.99%
4436 - CONCESSION RESAL	74,585.83	138,058.33	86,989.12	155,000.00	159,650.00	4,650.00	3.00%	164,440.00	4,790.00	3.00%
4438 - PRO/MISC RESALE	15,281.99	24,479.13	11,324.80	18,000.00	25,000.00	7,000.00	38.89%	26,250.00	1,250.00	5.00%
4439 - LIQUOR - RESALE	44,947.30	74,976.88	38,547.90	70,000.00	80,000.00	10,000.00	14.29%	84,000.00	4,000.00	5.00%
4449 - OTHER CONTRACT	4,700.41	6,450.00	0.00	6,700.00	6,901.00	201.00	3.00%	7,110.00	209.00	3.03%
Total Category: 4300 - CONTRACTUAL SERVICES:	235,911.09	362,473.26	204,799.22	367,280.00	404,287.00	37,007.00	10.08%	406,825.00	2,538.00	0.63%
Category: 4500 - CAPITAL OUTLAY										
4510 - BUILD & STRUC	20,460.01	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4530 - MACH & EQUIPMENT	34,215.00	36,048.93	41,123.19	35,000.00	36,050.00	1,050.00	3.00%	37,130.00	1,080.00	3.00%
Total Category: 4500 - CAPITAL OUTLAY:	54,675.01	36,048.93	41,123.19	35,000.00	36,050.00	1,050.00	3.00%	37,130.00	1,080.00	3.00%
Total Department: 56 - GOLF COURSE CLUBHOUSE:	632,261.46	949,680.85	494,862.81	869,410.00	967,211.00	97,801.00	11.25%	995,330.00	28,119.00	2.91%
Total Expense:	1,757,065.99	2,310,872.64	1,222,836.68	2,291,370.00	2,575,220.00	283,850.00	12.39%	2,713,580.00	138,360.00	5.37%
Report Total:	106,549.79	136,346.29	-67,108.42	134,130.00	84,580.00	-49,550.00	-36.94%	79,060.00	-5,520.00	-6.53%

Budget Comparison Report

				Fund Summary						
				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
Fund	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
255 - GOLF COURSE SPECIAL REVENUE FUND	106,549.79	136,346.29	-67,108.42	134,130.00	84,580.00	-49,550.00	-36.94%	79,060.00	-5,520.00	-6.53%
Report Total:	106,549.79	136,346.29	-67,108.42	134,130.00	84,580.00	-49,550.00	-36.94%	79,060.00	-5,520.00	-6.53%



City Council Action Request

3B

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Ice Arena

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Ice Arena Budget Comparison Report



Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)	2024 2024 FALL 2022	Increase / (Decrease)		
Revenue										
Category: 3310 - INTERGOVERNMENTAL										
3359 - OTHER GOV AID	57,000.00	57,000.00	0.00	57,000.00	57,000.00	0.00	0.00%	57,000.00	0.00	0.00%
Total Category: 3310 - INTERGOVERNMENTAL:	57,000.00	57,000.00	0.00	57,000.00	57,000.00	0.00	0.00%	57,000.00	0.00	0.00%
Category: 3400 - CHARGES FOR SERVICES										
3561 - ADMISSIONS	46,067.38	26,339.15	44,337.21	78,000.00	78,000.00	0.00	0.00%	80,000.00	2,000.00	2.56%
3563 - SUPERVISED PLAYGROUNDS	3,640.56	6,070.98	7,070.00	15,000.00	15,000.00	0.00	0.00%	15,000.00	0.00	0.00%
3564 - H.S. GAME ADMISSIONS	0.00	18,264.00	0.00	0.00	75,000.00	75,000.00	0.00%	80,000.00	5,000.00	6.67%
3567 - EDUCATIONAL LESSONS	10,444.63	122,186.42	96,241.35	130,000.00	130,000.00	0.00	0.00%	135,000.00	5,000.00	3.85%
3570 - SKATE SHARPENING	4,834.32	11,399.22	7,808.00	7,000.00	12,000.00	5,000.00	71.43%	13,000.00	1,000.00	8.33%
3571 - CONCESSION SALES	56,584.10	57,083.28	68,779.30	120,000.00	120,000.00	0.00	0.00%	130,000.00	10,000.00	8.33%
3572 - VENDING SALE	7,683.56	9,165.79	10,856.38	25,000.00	25,000.00	0.00	0.00%	25,000.00	0.00	0.00%
3573 - PRO SHOP SALE	1,807.50	3,625.31	1,778.95	4,500.00	4,500.00	0.00	0.00%	4,500.00	0.00	0.00%
3574 - ADVERTISING SALES	33,209.82	29,467.15	24,354.19	35,000.00	35,000.00	0.00	0.00%	35,000.00	0.00	0.00%
3576 - TURF RENTALS	4,509.98	8,565.02	12,645.53	25,000.00	25,000.00	0.00	0.00%	25,000.00	0.00	0.00%
3814 - RENTAL INCOME	495,749.82	814,590.12	342,159.82	645,000.00	850,000.00	205,000.00	31.78%	925,000.00	75,000.00	8.82%
Total Category: 3400 - CHARGES FOR SERVICES:	664,531.67	1,106,756.44	616,030.73	1,084,500.00	1,369,500.00	285,000.00	26.28%	1,467,500.00	98,000.00	7.16%
Category: 3809 - INVESTMENT INTEREST										
3810 - INVEST INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3812 - MISCELLANEOUS										
3813 - SALE OF GOODS	1,410.00	5.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3816 - REFUND & REIMBRS	8,039.85	25,200.01	220.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3829 - MISC - OTHER	0.00	0.00	32.31	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3830 - CASH OVER/UNDER	147.71	-623.32	-74.39	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	9,597.56	24,581.69	177.92	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Revenue:	731,129.23	1,188,338.13	616,208.65	1,141,500.00	1,426,500.00	285,000.00	24.97%	1,524,500.00	98,000.00	6.87%
Expense										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	166,508.98	179,871.42	100,086.28	212,125.00	254,700.00	42,575.00	20.07%	266,100.00	11,400.00	4.48%
4110 - OVERTIME F. T.	0.00	0.00	213.30	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4115 - REGULAR-P/T REG STATUS	8,623.00	9,184.84	4,472.10	10,520.00	13,200.00	2,680.00	25.48%	13,800.00	600.00	4.55%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4120 - SAL-P.T./TEMP	68,024.43	121,787.51	68,772.77	123,500.00	126,990.00	3,490.00	2.83%	130,800.00	3,810.00	3.00%
4121 - O.T. - P.T./TEMP	3,012.79	5,735.85	2,314.76	0.00	2,000.00	2,000.00	0.00%	2,000.00	0.00	0.00%
4141 - PERA	17,140.82	17,812.92	9,535.80	19,850.00	23,000.00	3,150.00	15.87%	24,100.00	1,100.00	4.78%
4142 - FICA	18,591.47	22,988.18	12,812.25	26,635.00	30,400.00	3,765.00	14.14%	31,800.00	1,400.00	4.61%
4144 - HEALTH INSURANCE	27,260.04	27,870.00	14,112.48	28,225.00	31,300.00	3,075.00	10.89%	34,500.00	3,200.00	10.22%
4148 - WORKERS COMP	6,500.04	6,500.04	6,199.98	12,400.00	12,800.00	400.00	3.23%	13,500.00	700.00	5.47%
Total Category: 4100 - PERSONAL SERVICES:	315,661.57	391,750.76	218,519.72	433,255.00	494,390.00	61,135.00	14.11%	516,600.00	22,210.00	4.49%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	518.80	736.02	156.98	600.00	618.00	18.00	3.00%	635.00	17.00	2.75%
4209 - OP SUPPLIES-CLEN	2,270.43	2,586.96	2,034.21	2,700.00	2,781.00	81.00	3.00%	2,865.00	84.00	3.02%
4210 - OP SUPPLY-OTHER	2,622.52	14,626.86	7,710.68	10,300.00	14,000.00	3,700.00	35.92%	14,420.00	420.00	3.00%
4211 - MOTOR FUELS	4,269.21	6,683.81	3,776.45	5,100.00	7,000.00	1,900.00	37.25%	7,210.00	210.00	3.00%
4212 - LUB/ADD	194.05	863.61	65.57	500.00	515.00	15.00	3.00%	530.00	15.00	2.91%
4217 - CLOTHING/UNIFORM	1,427.85	1,453.50	405.50	1,400.00	1,442.00	42.00	3.00%	1,485.00	43.00	2.98%
4231 - SMALL TOOLS	484.89	455.62	0.00	300.00	309.00	9.00	3.00%	320.00	11.00	3.56%
4270 - OP SUP-VEH/EQ	7,075.34	9,291.75	7,863.73	7,400.00	7,622.00	222.00	3.00%	7,850.00	228.00	2.99%
4272 - OP SUP-BUILDINGS	6,009.55	8,487.60	6,026.15	11,500.00	11,845.00	345.00	3.00%	12,200.00	355.00	3.00%
4280 - CAPITAL OUTLAY <\$5,000	10,838.00	0.00	0.00	5,000.00	0.00	-5,000.00	-100.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	35,710.64	45,185.73	28,039.27	44,800.00	46,132.00	1,332.00	2.97%	47,515.00	1,383.00	3.00%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	8,155.64	5,233.00	4,798.00	7,100.00	7,310.00	210.00	2.96%	7,535.00	225.00	3.08%
4301 - ENGINEERING SVS	0.00	0.00	330.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4302 - LEGAL SERVICE	0.00	0.00	320.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4303 - INSTRUCTORS	0.00	45,231.49	0.00	45,800.00	47,170.00	1,370.00	2.99%	48,590.00	1,420.00	3.01%
4305 - FEES FOR SERVICE	12,628.96	8,521.78	8,137.13	25,000.00	25,750.00	750.00	3.00%	26,525.00	775.00	3.01%
4309 - CREDIT CARD FEES	8,527.65	11,432.95	8,874.14	10,900.00	11,227.00	327.00	3.00%	11,565.00	338.00	3.01%
4310 - COMMUNICATION	2,355.73	3,050.31	1,589.69	3,700.00	3,811.00	111.00	3.00%	3,925.00	114.00	2.99%
4311 - POSTAGE	0.00	4.30	0.00	300.00	309.00	9.00	3.00%	320.00	11.00	3.56%
4321 - DATA PROCESSING	21,459.00	40,775.04	20,779.98	41,560.00	47,800.00	6,240.00	15.01%	50,700.00	2,900.00	6.07%
4340 - PRINTING	34.28	0.00	0.00	1,000.00	1,030.00	30.00	3.00%	1,060.00	30.00	2.91%
4341 - ADVER/PUBLISH	1,310.67	1,289.23	6,619.07	3,200.00	3,296.00	96.00	3.00%	3,395.00	99.00	3.00%
4350 - INSURANCE CHARGE	11,000.04	11,000.04	5,710.02	11,420.00	12,400.00	980.00	8.58%	12,800.00	400.00	3.23%
4360 - UTILITIES	145,304.05	228,860.76	109,667.40	173,700.00	178,911.00	5,211.00	3.00%	184,280.00	5,369.00	3.00%
4370 - MAINT-REPAIR/EQ	17,440.03	33,324.99	24,593.55	33,700.00	34,711.00	1,011.00	3.00%	35,750.00	1,039.00	2.99%
4372 - MAINT-REPAIR/BLD	36,719.58	26,194.87	18,251.20	19,400.00	38,690.00	19,290.00	99.43%	20,580.00	-18,110.00	-46.81%
4375 - CHARGE-FLEET MNT	4,963.00	6,415.38	1,112.98	2,000.00	4,300.00	2,300.00	115.00%	4,430.00	130.00	3.02%
4380 - RENTAL/LEASE	1,806.33	1,310.97	1,839.61	4,000.00	4,120.00	120.00	3.00%	4,240.00	120.00	2.91%
4401 - DUES & SUBS	3,169.02	5,638.21	3,987.68	3,900.00	6,000.00	2,100.00	53.85%	6,180.00	180.00	3.00%
4403 - TRAVEL/TRAIN/CON	0.00	970.03	50.00	1,700.00	1,751.00	51.00	3.00%	1,805.00	54.00	3.08%

Budget Comparison Report

	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Objec...										
4405 - CLEAN/WASTE REMV	461.96	488.91	396.72	800.00	824.00	24.00	3.00%	850.00	26.00	3.16%
4434 - SPECIAL EVENTS	281.84	1,075.00	413.39	800.00	824.00	24.00	3.00%	850.00	26.00	3.16%
4436 - CONCESSION RESAL	2,356.46	4,259.89	1,149.44	4,000.00	4,120.00	120.00	3.00%	4,240.00	120.00	2.91%
4438 - PRO/MISC RESALE	23,900.94	36,135.68	30,293.96	71,600.00	73,748.00	2,148.00	3.00%	75,955.00	2,207.00	2.99%
4449 - OTHER CONTRACT	486.75	0.00	100.00	200.00	206.00	6.00	3.00%	215.00	9.00	4.37%
Total Category: 4300 - CONTRACTUAL SERVICES:	302,361.93	471,212.83	249,013.96	465,780.00	508,308.00	42,528.00	9.13%	505,790.00	-2,518.00	-0.50%
Category: 4500 - CAPITAL OUTLAY										
4510 - BUILD & STRUC	0.00	0.00	0.00	14,600.00	0.00	-14,600.00	-100.00%	0.00	0.00	0.00%
4530 - MACH & EQUIPMENT	56,195.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4540 - OTHER CAP OUTLAY	0.00	43,373.31	0.00	15,000.00	67,000.00	52,000.00	346.67%	250,000.00	183,000.00	273.13%
Total Category: 4500 - CAPITAL OUTLAY:	56,195.00	43,373.31	0.00	29,600.00	67,000.00	37,400.00	126.35%	250,000.00	183,000.00	273.13%
Category: 4999 - TRANSFERS OUT										
4700 - TRANSFERS OUT	246,999.96	219,999.96	99,999.98	200,000.00	200,000.00	0.00	0.00%	200,000.00	0.00	0.00%
Total Category: 4999 - TRANSFERS OUT:	246,999.96	219,999.96	99,999.98	200,000.00	200,000.00	0.00	0.00%	200,000.00	0.00	0.00%
Total Expense:	956,929.10	1,171,522.59	595,572.93	1,173,435.00	1,315,830.00	142,395.00	12.13%	1,519,905.00	204,075.00	15.51%
Report Total:	-225,799.87	16,815.54	20,635.72	-31,935.00	110,670.00	142,605.00	-446.55%	4,595.00	-106,075.00	-95.85%



City Council Action Request

3E

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Storm Water Department

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Storm Water Budget Comparison Report



Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Revenue										
Category: 3310 - INTERGOVERNMENTAL										
3359 - OTHER GOV AID	226,057.23	204,394.50	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3310 - INTERGOVERNMENTAL:	226,057.23	204,394.50	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3400 - CHARGES FOR SERVICES										
3727 - PENALTIES-UTIL	2,763.80	5,857.26	1,894.55	4,000.00	4,000.00	0.00	0.00%	4,000.00	0.00	0.00%
3735 - STORMWATER UTILITY	946,947.97	1,014,656.29	321,369.65	1,000,000.00	1,142,550.00	142,550.00	14.26%	1,193,400.00	50,850.00	4.45%
Total Category: 3400 - CHARGES FOR SERVICES:	949,711.77	1,020,513.55	323,264.20	1,004,000.00	1,146,550.00	142,550.00	14.20%	1,197,400.00	50,850.00	4.44%
Category: 3809 - INVESTMENT INTEREST										
3810 - INVEST INTEREST	24,815.28	-12,075.94	-75,112.85	10,000.00	10,000.00	0.00	0.00%	10,000.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	24,815.28	-12,075.94	-75,112.85	10,000.00	10,000.00	0.00	0.00%	10,000.00	0.00	0.00%
Category: 3812 - MISCELLANEOUS										
3816 - REFUND & REIMBRS	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	0.00	95,000.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Revenue:	1,200,584.28	1,307,832.11	248,151.35	1,014,000.00	1,156,550.00	142,550.00	14.06%	1,207,400.00	50,850.00	4.40%
Expense										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	231,274.14	219,256.39	101,574.38	285,135.00	322,500.00	37,365.00	13.10%	337,100.00	14,600.00	4.53%
4110 - OVERTIME F. T.	10,589.78	10,417.38	6,106.16	9,000.00	9,000.00	0.00	0.00%	9,400.00	400.00	4.44%
4120 - SAL-P.T./TEMP	12,000.00	5,174.00	0.00	15,680.00	16,800.00	1,120.00	7.14%	17,600.00	800.00	4.76%
4141 - PERA	18,470.05	17,131.40	8,050.29	22,050.00	25,000.00	2,950.00	13.38%	25,900.00	900.00	3.60%
4142 - FICA	16,925.98	16,108.67	7,450.28	23,695.00	26,900.00	3,205.00	13.53%	27,900.00	1,000.00	3.72%
4144 - HEALTH INSURANCE	19,299.96	19,599.96	13,294.98	26,590.00	38,400.00	11,810.00	44.42%	42,300.00	3,900.00	10.16%
4148 - WORKERS COMP	18,000.00	18,000.00	10,000.02	20,000.00	23,600.00	3,600.00	18.00%	24,900.00	1,300.00	5.51%
Total Category: 4100 - PERSONAL SERVICES:	326,559.91	305,687.80	146,476.11	402,150.00	462,200.00	60,050.00	14.93%	485,100.00	22,900.00	4.95%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	0.00	0.00	0.00	100.00	0.00	-100.00	-100.00%	0.00	0.00	0.00%
4210 - OP SUPPLY-OTHER	11,089.96	5,948.86	2,320.23	5,100.00	5,300.00	200.00	3.92%	5,400.00	100.00	1.89%
4211 - MOTOR FUELS	2,531.20	3,291.10	1,781.61	2,600.00	3,900.00	1,300.00	50.00%	4,100.00	200.00	5.13%
4217 - CLOTHING/UNIFORM	0.00	0.00	324.49	1,200.00	1,870.00	670.00	55.83%	1,923.00	53.00	2.83%
4231 - SMALL TOOLS	21.99	1,421.95	80.60	600.00	620.00	20.00	3.33%	630.00	10.00	1.61%

Budget Comparison Report

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun							
4271 - OP SUP-OTHER IMP	4,134.80	6,446.20	423.94	8,200.00	8,400.00	200.00	2.44%	8,700.00	300.00	3.57%
4280 - CAPITAL OUTLAY <\$5,000	0.00	0.00	8,360.52	8,000.00	0.00	-8,000.00	-100.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	17,777.95	17,108.11	13,291.39	25,800.00	20,090.00	-5,710.00	-22.13%	20,753.00	663.00	3.30%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	3,610.19	6,174.47	1,170.71	7,400.00	7,600.00	200.00	2.70%	7,800.00	200.00	2.63%
4301 - ENGINEERING SVS	57,465.75	65,362.91	59,537.19	53,000.00	54,590.00	1,590.00	3.00%	55,227.00	637.00	1.17%
4305 - FEES FOR SERVICE	17,663.96	36,807.89	9,937.14	17,300.00	23,800.00	6,500.00	37.57%	24,400.00	600.00	2.52%
4309 - CREDIT CARD FEES	9,990.52	25,482.69	8,220.78	6,100.00	15,000.00	8,900.00	145.90%	15,000.00	0.00	0.00%
4310 - COMMUNICATION	140.04	124.05	240.06	0.00	540.00	540.00	0.00%	540.00	0.00	0.00%
4311 - POSTAGE	5,664.78	5,502.02	2,384.50	6,200.00	6,000.00	-200.00	-3.23%	6,000.00	0.00	0.00%
4321 - DATA PROCESSING	43,500.96	42,601.00	27,008.00	45,000.00	44,700.00	-300.00	-0.67%	47,400.00	2,700.00	6.04%
4340 - PRINTING	4,505.42	3,739.15	1,458.40	4,700.00	4,700.00	0.00	0.00%	4,700.00	0.00	0.00%
4341 - ADVER/PUBLISH	138.00	287.32	0.00	200.00	200.00	0.00	0.00%	200.00	0.00	0.00%
4371 - MAINT-REPAIR/OTH	36,068.33	27,963.00	82,683.36	156,100.00	210,700.00	54,600.00	34.98%	217,000.00	6,300.00	2.99%
4372 - MAINT-REPAIR/BLD	8,540.40	20,646.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	11,754.76	8,849.23	9,976.37	7,930.00	10,200.00	2,270.00	28.63%	10,510.00	310.00	3.04%
4380 - RENTAL/LEASE	0.00	0.00	0.00	1,000.00	1,100.00	100.00	10.00%	1,200.00	100.00	9.09%
4403 - TRAVEL/TRAIN/CON	0.00	1,374.00	485.26	2,900.00	4,750.00	1,850.00	63.79%	4,900.00	150.00	3.16%
4449 - OTHER CONTRACT	230,554.00	187,481.75	38.50	1,100.00	1,100.00	0.00	0.00%	1,200.00	100.00	9.09%
Total Category: 4300 - CONTRACTUAL SERVICES:	429,597.11	432,395.48	203,140.27	308,930.00	384,980.00	76,050.00	24.62%	396,077.00	11,097.00	2.88%
Category: 4500 - CAPITAL OUTLAY										
4530 - MACH & EQUIPMENT	0.00	33,181.20	0.00	0.00	55,000.00	55,000.00	0.00%	0.00	-55,000.00	-100.00%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	33,181.20	0.00	0.00	55,000.00	55,000.00	0.00%	0.00	-55,000.00	-100.00%
Category: 4999 - TRANSFERS OUT										
4700 - TRANSFERS OUT	41,300.04	221,475.00	21,900.00	43,800.00	153,100.00	109,300.00	249.54%	282,500.00	129,400.00	84.52%
Total Category: 4999 - TRANSFERS OUT:	41,300.04	221,475.00	21,900.00	43,800.00	153,100.00	109,300.00	249.54%	282,500.00	129,400.00	84.52%
Total Expense:	815,235.01	1,009,847.59	384,807.77	780,680.00	1,075,370.00	294,690.00	37.75%	1,184,430.00	109,060.00	10.14%
Report Total:	385,349.27	297,984.52	-136,656.42	233,320.00	81,180.00	-152,140.00	-65.21%	22,970.00	-58,210.00	-71.70%

Budget Comparison Report

Fund Summary

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun							
230 - SURFACE WATER MANAGEMENT	385,349.27	297,984.52	-136,656.42	233,320.00	81,180.00	-152,140.00	-65.21%	22,970.00	-58,210.00	-71.70%
Report Total:	385,349.27	297,984.52	-136,656.42	233,320.00	81,180.00	-152,140.00	-65.21%	22,970.00	-58,210.00	-71.70%



City Council Action Request

3F

Meeting Date	8/10/2022
Department	Finance
Agenda Category	Agenda Item
Title	Public Works Administration & Engineering
Staff	
Recommendation	
Budget Implication	Based on Discussion
Attachments	PW Admin & Engineering Budget Comparison Report



Cottage Grove

Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Department: 14 - ENGINEERING										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	212,308.72	236,969.00	133,397.63	249,745.00	394,400.00	144,655.00	57.92%	506,300.00	111,900.00	28.37%
4120 - SAL-P.T./TEMP	6,566.25	6,510.00	0.00	8,400.00	8,400.00	0.00	0.00%	8,800.00	400.00	4.76%
4141 - PERA	17,403.68	17,508.75	9,670.70	18,730.00	29,600.00	10,870.00	58.04%	38,000.00	8,400.00	28.38%
4142 - FICA	17,887.08	17,616.44	9,682.37	19,750.00	30,800.00	11,050.00	55.95%	39,400.00	8,600.00	27.92%
4144 - HEALTH INSURANCE	29,040.00	29,400.00	17,966.69	30,800.00	39,400.00	8,600.00	27.92%	55,300.00	15,900.00	40.36%
4148 - WORKERS COMP	1,610.04	1,610.04	1,050.00	1,800.00	2,400.00	600.00	33.33%	2,400.00	0.00	0.00%
Total Category: 4100 - PERSONAL SERVICES:	284,815.77	309,614.23	171,767.39	329,225.00	505,000.00	175,775.00	53.39%	650,200.00	145,200.00	28.75%
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	139.86	129.70	21.68	200.00	0.00	-200.00	-100.00%	0.00	0.00	0.00%
4211 - MOTOR FUELS	1,677.08	2,066.76	1,120.55	1,800.00	2,600.00	800.00	44.44%	2,700.00	100.00	3.85%
4217 - CLOTHING/UNIFORM	224.25	50.50	0.00	250.00	0.00	-250.00	-100.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	2,041.19	2,246.96	1,142.23	2,250.00	2,600.00	350.00	15.56%	2,700.00	100.00	3.85%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	130.00	247.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4301 - ENGINEERING SVS	74,919.14	67,102.82	55,159.33	36,900.00	38,000.00	1,100.00	2.98%	39,100.00	1,100.00	2.89%
4310 - COMMUNICATION	1,205.00	1,485.00	877.50	1,620.00	2,210.00	590.00	36.42%	1,720.00	-490.00	-22.17%
4321 - DATA PROCESSING	8,019.96	14,765.04	10,500.00	18,000.00	27,800.00	9,800.00	54.44%	29,500.00	1,700.00	6.12%
4340 - PRINTING	41.50	25.75	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4370 - MAINT-REPAIR/EQ	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	1,530.63	2,741.66	1,437.96	1,060.00	3,800.00	2,740.00	258.49%	3,910.00	110.00	2.89%
4401 - DUES & SUBS	367.50	0.00	714.75	1,800.00	2,200.00	400.00	22.22%	1,910.00	-290.00	-13.18%
4403 - TRAVEL/TRAIN/CON	574.90	3,569.75	1,416.80	4,600.00	6,000.00	1,400.00	30.43%	4,880.00	-1,120.00	-18.67%
4449 - OTHER CONTRACT	77.00	0.00	57.75	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	86,865.63	89,937.02	70,164.09	63,980.00	80,010.00	16,030.00	25.05%	81,020.00	1,010.00	1.26%
Total Department: 14 - ENGINEERING:	373,722.59	401,798.21	243,073.71	395,455.00	587,610.00	192,155.00	48.59%	733,920.00	146,310.00	24.90%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Department: 35 - PUBLIC WORKS ADMINISTRATION										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	213,385.57	153,741.94	103,393.07	169,250.00	186,700.00	17,450.00	10.31%	278,900.00	92,200.00	49.38%
4110 - OVERTIME F. T.	6,290.33	6,405.05	3,740.53	6,100.00	6,100.00	0.00	0.00%	6,400.00	300.00	4.92%
4120 - SAL-P.T./TEMP	0.00	0.00	2,883.75	4,900.00	4,900.00	0.00	0.00%	5,100.00	200.00	4.08%
4141 - PERA	13,526.37	11,778.78	7,867.46	13,140.00	14,500.00	1,360.00	10.35%	21,300.00	6,800.00	46.90%
4142 - FICA	13,290.80	10,749.80	7,514.05	13,400.00	15,200.00	1,800.00	13.43%	22,100.00	6,900.00	45.39%
4144 - HEALTH INSURANCE	35,000.04	32,550.00	19,938.31	34,180.00	20,600.00	-13,580.00	-39.73%	34,600.00	14,000.00	67.96%
4148 - WORKERS COMP	1,400.04	1,100.04	857.50	1,470.00	1,100.00	-370.00	-25.17%	1,800.00	700.00	63.64%
Total Category: 4100 - PERSONAL SERVICES:	282,893.15	216,325.61	146,194.67	242,440.00	249,100.00	6,660.00	2.75%	370,200.00	121,100.00	48.62%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	4,533.78	2,959.75	1,521.27	4,400.00	4,500.00	100.00	2.27%	4,700.00	200.00	4.44%
4210 - OP SUPPLY-OTHER	9,154.82	7,115.06	2,239.93	6,800.00	7,000.00	200.00	2.94%	7,200.00	200.00	2.86%
4211 - MOTOR FUELS	380.41	0.00	0.00	500.00	0.00	-500.00	-100.00%	0.00	0.00	0.00%
4217 - CLOTHING/UNIFORM	103.00	0.00	0.00	150.00	150.00	0.00	0.00%	150.00	0.00	0.00%
4270 - OP SUP-VEH/EQ	843.22	0.00	40.85	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4272 - OP SUP-BUILDINGS	4,647.92	1,800.75	1,154.71	4,500.00	4,600.00	100.00	2.22%	4,800.00	200.00	4.35%
4280 - CAPITAL OUTLAY <\$5,000	0.00	0.00	610.95	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	19,663.15	11,875.56	5,567.71	16,350.00	16,250.00	-100.00	-0.61%	16,850.00	600.00	3.69%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	260.00	340.00	180.00	200.00	210.00	10.00	5.00%	210.00	0.00	0.00%
4301 - ENGINEERING SVS	2,711.00	0.00	0.00	1,000.00	1,030.00	30.00	3.00%	1,060.00	30.00	2.91%
4305 - FEES FOR SERVICE	12,898.87	15,947.30	7,857.81	17,700.00	18,200.00	500.00	2.82%	18,700.00	500.00	2.75%
4310 - COMMUNICATION	1,529.50	1,252.62	637.56	970.00	1,000.00	30.00	3.09%	1,030.00	30.00	3.00%
4311 - POSTAGE	869.60	551.85	350.00	1,100.00	1,130.00	30.00	2.73%	1,170.00	40.00	3.54%
4321 - DATA PROCESSING	40,044.04	49,901.04	11,666.69	20,000.00	38,100.00	18,100.00	90.50%	40,400.00	2,300.00	6.04%
4340 - PRINTING	215.00	51.50	28.67	200.00	210.00	10.00	5.00%	210.00	0.00	0.00%
4341 - ADVER/PUBLISH	0.00	11.70	0.00	100.00	110.00	10.00	10.00%	110.00	0.00	0.00%
4350 - INSURANCE CHARGE	7,580.04	7,650.00	4,631.69	7,940.00	8,700.00	760.00	9.57%	9,000.00	300.00	3.45%
4360 - UTILITIES	41,539.17	48,195.94	32,955.12	45,300.00	46,300.00	1,000.00	2.21%	47,700.00	1,400.00	3.02%
4370 - MAINT-REPAIR/EQ	4,178.60	534.23	0.00	5,000.00	5,150.00	150.00	3.00%	5,300.00	150.00	2.91%
4372 - MAINT-REPAIR/BLD	18,305.32	33,302.47	29,049.63	38,000.00	59,700.00	21,700.00	57.11%	40,300.00	-19,400.00	-32.50%
4375 - CHARGE-FLEET MNT	4,282.04	0.00	0.00	0.00	4,900.00	4,900.00	0.00%	5,050.00	150.00	3.06%
4380 - RENTAL/LEASE	9,603.21	12,611.62	3,787.52	6,000.00	6,200.00	200.00	3.33%	6,300.00	100.00	1.61%
4401 - DUES & SUBS	655.00	577.75	268.75	700.00	720.00	20.00	2.86%	740.00	20.00	2.78%
4403 - TRAVEL/TRAIN/CON	325.00	185.70	40.00	3,600.00	3,700.00	100.00	2.78%	3,800.00	100.00	2.70%
4405 - CLEAN/WASTE REMV	15,303.47	16,817.21	8,008.81	16,000.00	16,400.00	400.00	2.50%	16,900.00	500.00	3.05%

Budget Comparison Report

	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Objec...										
4449 - OTHER CONTRACT	96.25	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	160,396.11	187,930.93	99,462.25	163,810.00	211,760.00	47,950.00	29.27%	197,980.00	-13,780.00	-6.51%
Total Department: 35 - PUBLIC WORKS ADMINISTRATION:	462,952.41	416,132.10	251,224.63	422,600.00	477,110.00	54,510.00	12.90%	585,030.00	107,920.00	22.62%
Report Total:	836,675.00	817,930.31	494,298.34	818,055.00	1,064,720.00	246,665.00	30.15%	1,318,950.00	254,230.00	23.88%

Budget Comparison Report

Fund Summary

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul							
100 - GENERAL FUND	836,675.00	817,930.31	494,298.34	818,055.00	1,064,720.00	246,665.00	30.15%	1,318,950.00	254,230.00	23.88%
Report Total:	836,675.00	817,930.31	494,298.34	818,055.00	1,064,720.00	246,665.00	30.15%	1,318,950.00	254,230.00	23.88%



City Council Action Request

3D

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Street Department

Staff

Recommendation

Budget Implication Street Department Budget Comparison Report

Attachments General Fund Revenues

Budget Comparison Report

Object	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)	2024 2024 FALL 2022	Increase / (Decrease)		
Department: 31 - STREET MAINTENANCE										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	588,215.17	681,974.05	355,809.79	554,835.00	717,500.00	162,665.00	29.32%	749,800.00	32,300.00	4.50%
4110 - OVERTIME F. T.	6,837.65	25,643.20	12,560.28	31,400.00	31,400.00	0.00	0.00%	32,800.00	1,400.00	4.46%
4120 - SAL-P.T./TEMP	76,479.15	65,808.50	40,656.75	78,000.00	78,000.00	0.00	0.00%	81,500.00	3,500.00	4.49%
4141 - PERA	43,870.72	52,741.35	27,573.41	43,970.00	56,200.00	12,230.00	27.81%	58,600.00	2,400.00	4.27%
4142 - FICA	48,279.65	53,299.06	28,364.86	50,820.00	63,200.00	12,380.00	24.36%	65,900.00	2,700.00	4.27%
4144 - HEALTH INSURANCE	72,870.00	72,000.00	43,942.50	75,330.00	122,500.00	47,170.00	62.62%	135,000.00	12,500.00	10.20%
4147 - UNEMPLOYMENT	0.00	0.00	9,563.92	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4148 - WORKERS COMP	60,000.00	55,500.00	37,916.69	65,000.00	60,400.00	-4,600.00	-7.08%	63,200.00	2,800.00	4.64%
Total Category: 4100 - PERSONAL SERVICES:	896,552.34	1,006,966.16	556,388.20	899,355.00	1,129,200.00	229,845.00	25.56%	1,186,800.00	57,600.00	5.10%
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	11,607.31	8,066.49	9,542.14	10,600.00	10,900.00	300.00	2.83%	11,200.00	300.00	2.75%
4211 - MOTOR FUELS	41,644.65	47,399.15	20,252.74	45,000.00	61,400.00	16,400.00	36.44%	63,900.00	2,500.00	4.07%
4212 - LUB/ADD	0.00	218.61	0.00	200.00	200.00	0.00	0.00%	200.00	0.00	0.00%
4216 - FERTILIZER/CHEM	6,196.36	8,968.58	5,258.91	9,200.00	9,500.00	300.00	3.26%	9,800.00	300.00	3.16%
4217 - CLOTHING/UNIFORM	9,912.42	11,768.11	2,891.38	8,100.00	9,100.00	1,000.00	12.35%	9,400.00	300.00	3.30%
4231 - SMALL TOOLS	1,031.59	1,650.14	0.00	2,700.00	2,700.00	0.00	0.00%	2,800.00	100.00	3.70%
4270 - OP SUP-VEH/EQ	45.76	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4271 - OP SUP-OTHER IMP	172,846.18	179,060.70	7,299.54	201,600.00	203,700.00	2,100.00	1.04%	212,300.00	8,600.00	4.22%
Total Category: 4200 - COMMODITIES:	243,284.27	257,131.78	45,244.71	277,400.00	297,500.00	20,100.00	7.25%	309,600.00	12,100.00	4.07%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	4,891.96	1,286.71	957.74	4,100.00	4,200.00	100.00	2.44%	4,300.00	100.00	2.38%
4301 - ENGINEERING SVS	4,108.25	5,136.10	498.00	8,700.00	8,900.00	200.00	2.30%	9,200.00	300.00	3.37%
4305 - FEES FOR SERVICE	16,157.72	5,089.48	20,678.75	22,900.00	23,600.00	700.00	3.06%	24,300.00	700.00	2.97%
4310 - COMMUNICATION	9,112.97	9,330.17	4,662.75	8,810.00	9,100.00	290.00	3.29%	9,300.00	200.00	2.20%
4341 - ADVER/PUBLISH	0.00	0.00	0.00	400.00	400.00	0.00	0.00%	400.00	0.00	0.00%
4350 - INSURANCE CHARGE	11,820.00	12,000.00	7,268.31	12,460.00	13,600.00	1,140.00	9.15%	14,000.00	400.00	2.94%
4370 - MAINT-REPAIR/EQ	0.00	78.56	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4371 - MAINT-REPAIR/OTH	1,202.39	3,356.86	1,115.03	8,200.00	8,400.00	200.00	2.44%	8,700.00	300.00	3.57%
4375 - CHARGE-FLEET MNT	285,635.15	240,735.92	90,585.30	290,000.00	280,700.00	-9,300.00	-3.21%	289,120.00	8,420.00	3.00%
4380 - RENTAL/LEASE	5,844.00	13,609.00	13,780.00	25,900.00	26,600.00	700.00	2.70%	27,400.00	800.00	3.01%
4401 - DUES & SUBS	108.00	48.00	171.75	800.00	800.00	0.00	0.00%	800.00	0.00	0.00%
4403 - TRAVEL/TRAIN/CON	896.55	6,493.09	5,668.17	16,600.00	17,795.00	1,195.00	7.20%	18,300.00	505.00	2.84%
4405 - CLEAN/WASTE REMV	6,291.61	29,776.72	21,901.66	21,500.00	3,100.00	-18,400.00	-85.58%	3,200.00	100.00	3.23%
4449 - OTHER CONTRACT	577.50	0.00	616.00	600.00	600.00	0.00	0.00%	600.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	346,646.10	326,940.61	167,903.46	420,970.00	397,795.00	-23,175.00	-5.51%	409,620.00	11,825.00	2.97%
Total Department: 31 - STREET MAINTENANCE:	1,486,482.71	1,591,038.55	769,536.37	1,597,725.00	1,824,495.00	226,770.00	14.19%	1,906,020.00	81,525.00	4.47%

Budget Comparison Report

Object	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Department: 32 - TRAFFIC SIGNAGE										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	79,872.69	58,742.89	29,507.99	79,840.00	81,500.00	1,660.00	2.08%	85,100.00	3,600.00	4.42%
4110 - OVERTIME F. T.	1,288.84	681.77	24.50	1,400.00	1,400.00	0.00	0.00%	1,500.00	100.00	7.14%
4120 - SAL-P.T./TEMP	9,684.00	8,475.00	7,913.38	15,680.00	16,800.00	1,120.00	7.14%	17,600.00	800.00	4.76%
4141 - PERA	5,836.76	4,456.85	1,657.62	6,200.00	6,200.00	0.00	0.00%	6,500.00	300.00	4.84%
4142 - FICA	5,519.90	4,247.49	2,014.13	7,520.00	7,600.00	80.00	1.06%	8,000.00	400.00	5.26%
4144 - HEALTH INSURANCE	14,360.04	16,970.04	10,412.50	17,850.00	13,000.00	-4,850.00	-27.17%	14,300.00	1,300.00	10.00%
4148 - WORKERS COMP	8,670.00	8,700.00	5,250.00	9,000.00	7,200.00	-1,800.00	-20.00%	7,600.00	400.00	5.56%
Total Category: 4100 - PERSONAL SERVICES:	125,232.23	102,274.04	56,780.12	137,490.00	133,700.00	-3,790.00	-2.76%	140,600.00	6,900.00	5.16%
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	21,987.57	21,674.75	14,676.27	28,600.00	29,200.00	600.00	2.10%	30,000.00	800.00	2.74%
4211 - MOTOR FUELS	2,847.83	2,313.66	1,021.33	2,500.00	3,400.00	900.00	36.00%	3,500.00	100.00	2.94%
4217 - CLOTHING/UNIFORM	453.90	316.48	458.48	600.00	620.00	20.00	3.33%	641.00	21.00	3.39%
4231 - SMALL TOOLS	709.30	640.70	0.00	1,200.00	1,200.00	0.00	0.00%	1,300.00	100.00	8.33%
4271 - OP SUP-OTHER IMP	22.99	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	26,021.59	24,945.59	16,156.08	32,900.00	34,420.00	1,520.00	4.62%	35,441.00	1,021.00	2.97%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	55.07	34.19	480.31	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4305 - FEES FOR SERVICE	49,476.20	965.95	0.00	57,700.00	59,400.00	1,700.00	2.95%	61,200.00	1,800.00	3.03%
4310 - COMMUNICATION	425.00	540.00	180.00	540.00	540.00	0.00	0.00%	540.00	0.00	0.00%
4350 - INSURANCE CHARGE	200.04	999.96	606.69	1,040.00	1,100.00	60.00	5.77%	1,100.00	0.00	0.00%
4371 - MAINT-REPAIR/OTH	0.00	63,380.09	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	13,011.39	6,858.81	2,842.17	10,150.00	10,900.00	750.00	7.39%	11,230.00	330.00	3.03%
4403 - TRAVEL/TRAIN/CON	30.44	335.57	706.00	1,600.00	1,650.00	50.00	3.13%	1,700.00	50.00	3.03%
4449 - OTHER CONTRACT	57.75	0.00	57.75	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	63,255.89	73,114.57	4,872.92	71,030.00	73,590.00	2,560.00	3.60%	75,770.00	2,180.00	2.96%
Total Department: 32 - TRAFFIC SIGNAGE:	214,509.71	200,334.20	77,809.12	241,420.00	241,710.00	290.00	0.12%	251,811.00	10,101.00	4.18%

Budget Comparison Report

Object	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Department: 34 - SNOWPLOWING										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	44,801.14	62,757.39	39,752.82	140,600.00	144,700.00	4,100.00	2.92%	151,300.00	6,600.00	4.56%
4110 - OVERTIME F. T.	89,510.56	75,124.66	62,114.74	82,000.00	89,300.00	7,300.00	8.90%	93,300.00	4,000.00	4.48%
4141 - PERA	11,401.15	10,331.35	7,639.88	16,680.00	17,600.00	920.00	5.52%	18,300.00	700.00	3.98%
4142 - FICA	10,499.33	9,521.54	6,949.20	17,020.00	17,800.00	780.00	4.58%	18,500.00	700.00	3.93%
4144 - HEALTH INSURANCE	19,220.04	18,380.04	10,791.69	18,500.00	0.00	-18,500.00	-100.00%	0.00	0.00	0.00%
4148 - WORKERS COMP	17,600.04	17,600.04	13,416.69	23,000.00	13,800.00	-9,200.00	-40.00%	14,500.00	700.00	5.07%
Total Category: 4100 - PERSONAL SERVICES:	193,032.26	193,715.02	140,665.02	297,800.00	283,200.00	-14,600.00	-4.90%	295,900.00	12,700.00	4.48%
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	225,262.19	210,002.37	241,019.74	235,000.00	264,400.00	29,400.00	12.51%	272,300.00	7,900.00	2.99%
4211 - MOTOR FUELS	36,790.49	41,572.15	31,184.69	51,000.00	62,900.00	11,900.00	23.33%	65,400.00	2,500.00	3.97%
4271 - OP SUP-OTHER IMP	3,323.39	4,265.69	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	265,376.07	255,840.21	272,204.43	286,000.00	327,300.00	41,300.00	14.44%	337,700.00	10,400.00	3.18%
Category: 4300 - CONTRACTUAL SERVICES										
4305 - FEES FOR SERVICE	59.98	0.00	0.00	600.00	600.00	0.00	0.00%	600.00	0.00	0.00%
4350 - INSURANCE CHARGE	7,580.04	7,650.00	4,631.69	7,940.00	8,700.00	760.00	9.57%	9,000.00	300.00	3.45%
4375 - CHARGE-FLEET MNT	217,797.06	177,307.45	94,672.08	170,570.00	244,300.00	73,730.00	43.23%	251,630.00	7,330.00	3.00%
4380 - RENTAL/LEASE	0.00	0.00	0.00	2,600.00	2,600.00	0.00	0.00%	2,800.00	200.00	7.69%
4403 - TRAVEL/TRAIN/CON	0.00	2,000.00	0.00	2,700.00	2,800.00	100.00	3.70%	2,900.00	100.00	3.57%
Total Category: 4300 - CONTRACTUAL SERVICES:	225,437.08	186,957.45	99,303.77	184,410.00	259,000.00	74,590.00	40.45%	266,930.00	7,930.00	3.06%
Total Department: 34 - SNOWPLOWING:	683,845.41	636,512.68	512,173.22	768,210.00	869,500.00	101,290.00	13.19%	900,530.00	31,030.00	3.57%

Budget Comparison Report

Object	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jul	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)	2024 2024 FALL 2022	Increase / (Decrease)		
Department: 36 - FORESTRY										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	54,690.71	51,693.73	30,068.80	73,770.00	85,300.00	11,530.00	15.63%	89,100.00	3,800.00	4.45%
4110 - OVERTIME F. T.	185.10	841.33	21.78	2,970.00	3,000.00	30.00	1.01%	3,100.00	100.00	3.33%
4120 - SAL-P.T./TEMP	15,506.00	15,177.75	7,668.25	15,680.00	15,700.00	20.00	0.13%	16,400.00	700.00	4.46%
4141 - PERA	4,241.34	3,815.52	2,256.79	5,440.00	7,800.00	2,360.00	43.38%	8,100.00	300.00	3.85%
4142 - FICA	4,667.96	4,538.72	2,650.73	7,070.00	7,900.00	830.00	11.74%	8,200.00	300.00	3.80%
4144 - HEALTH INSURANCE	8,555.04	9,309.96	5,687.50	9,750.00	13,000.00	3,250.00	33.33%	14,300.00	1,300.00	10.00%
4148 - WORKERS COMP	4,370.04	4,400.04	3,266.69	5,600.00	6,200.00	600.00	10.71%	6,400.00	200.00	3.23%
Total Category: 4100 - PERSONAL SERVICES:	92,216.19	89,777.05	51,620.54	120,280.00	138,900.00	18,620.00	15.48%	145,600.00	6,700.00	4.82%
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	31,318.14	7,115.27	4,023.53	10,000.00	10,300.00	300.00	3.00%	10,600.00	300.00	2.91%
4211 - MOTOR FUELS	1,442.20	1,547.88	523.48	1,500.00	1,800.00	300.00	20.00%	1,900.00	100.00	5.56%
4217 - CLOTHING/UNIFORM	254.00	1,494.84	240.98	600.00	620.00	20.00	3.33%	641.00	21.00	3.39%
4231 - SMALL TOOLS	2,206.55	1,379.11	80.74	1,700.00	1,750.00	50.00	2.94%	1,800.00	50.00	2.86%
Total Category: 4200 - COMMODITIES:	35,220.89	11,537.10	4,868.73	13,800.00	14,470.00	670.00	4.86%	14,941.00	471.00	3.26%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	164.19	278.00	125.30	200.00	200.00	0.00	0.00%	210.00	10.00	5.00%
4305 - FEES FOR SERVICE	40,272.65	141,311.12	10,455.00	101,000.00	104,000.00	3,000.00	2.97%	107,100.00	3,100.00	2.98%
4310 - COMMUNICATION	845.12	892.62	480.06	970.00	1,000.00	30.00	3.09%	1,030.00	30.00	3.00%
4350 - INSURANCE CHARGE	500.04	999.96	606.69	1,040.00	1,100.00	60.00	5.77%	1,100.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	5,558.66	4,599.48	4,308.36	11,640.00	8,100.00	-3,540.00	-30.41%	8,340.00	240.00	2.96%
4380 - RENTAL/LEASE	0.00	0.00	0.00	2,600.00	2,700.00	100.00	3.85%	2,700.00	0.00	0.00%
4401 - DUES & SUBS	35.00	203.67	0.00	400.00	400.00	0.00	0.00%	400.00	0.00	0.00%
4403 - TRAVEL/TRAIN/CON	332.56	975.02	549.07	1,800.00	1,800.00	0.00	0.00%	1,900.00	100.00	5.56%
4449 - OTHER CONTRACT	128,974.62	127,096.94	119,281.50	118,800.00	122,000.00	3,200.00	2.69%	125,850.00	3,850.00	3.16%
Total Category: 4300 - CONTRACTUAL SERVICES:	176,682.84	276,356.81	135,805.98	238,450.00	241,300.00	2,850.00	1.20%	248,630.00	7,330.00	3.04%
Total Department: 36 - FORESTRY:	304,119.92	377,670.96	192,295.25	372,530.00	394,670.00	22,140.00	5.94%	409,171.00	14,501.00	3.67%



City Council Action Request

3H

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Sewer Utility

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Sewer Utility Budget Comparison Report

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund: 620 - SEWER OPERATING										
Revenue										
Category: 3030 - SPECIAL ASSESSMENTS										
3030 - S.A. - CURRENT	0.00	0.00	106,137.05	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3031 - S.A. - DELINQ	0.03	0.00	6,606.14	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3044 - MISC PEN & INT	5,725.40	3,207.31	1,287.26	2,500.00	2,500.00	0.00	0.00%	2,500.00	0.00	0.00%
Total Category: 3030 - SPECIAL ASSESSMENTS:	5,725.43	3,207.31	114,030.45	2,500.00	2,500.00	0.00	0.00%	2,500.00	0.00	0.00%
Category: 3710 - ENTERPRISE CHARGES FOR SERVICES										
3724 - SEWER SERVICE	3,144,279.24	3,296,087.68	1,166,344.23	3,300,000.00	3,500,000.00	200,000.00	6.06%	3,500,000.00	0.00	0.00%
3727 - PENALTIES-UTIL	27,646.36	37,670.65	7,305.50	30,000.00	30,000.00	0.00	0.00%	30,000.00	0.00	0.00%
3739 - MISC UTIL	12,499.55	16,028.25	10,511.55	1,000.00	1,000.00	0.00	0.00%	1,000.00	0.00	0.00%
Total Category: 3710 - ENTERPRISE CHARGES FOR SERVICES:	3,184,425.15	3,349,786.58	1,184,161.28	3,331,000.00	3,531,000.00	200,000.00	6.00%	3,531,000.00	0.00	0.00%
Category: 3809 - INVESTMENT INTEREST										
3809 - INTERFUND INTRST	28,325.00	27,413.00	0.00	28,000.00	26,000.00	-2,000.00	-7.14%	27,000.00	1,000.00	3.85%
3810 - INVEST INTEREST	40,223.02	-17,401.06	-103,462.35	30,000.00	30,000.00	0.00	0.00%	30,000.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	68,548.02	10,011.94	-103,462.35	58,000.00	56,000.00	-2,000.00	-3.45%	57,000.00	1,000.00	1.79%
Category: 3812 - MISCELLANEOUS										
3816 - REFUND & REIMBRS	45.65	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	45.65	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3999 - TRANSFERS IN										
3900 - CAPITAL CONTRIBUTIONS	2,366,894.00	2,539,951.06	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3999 - TRANSFERS IN:	2,366,894.00	2,539,951.06	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Revenue:	5,625,638.25	5,902,956.89	1,194,729.38	3,391,500.00	3,589,500.00	198,000.00	5.84%	3,590,500.00	1,000.00	0.03%
Expense										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	163,866.76	225,854.12	99,906.20	225,155.00	267,800.00	42,645.00	18.94%	309,550.00	41,750.00	15.59%
4110 - OVERTIME F. T.	2,703.32	2,518.25	1,590.60	3,000.00	3,500.00	500.00	16.67%	3,700.00	200.00	5.71%
4120 - SAL-P.T./TEMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4140 - PENSIONS	20,271.00	21,341.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4141 - PERA	13,124.23	17,007.39	7,590.21	17,130.00	20,400.00	3,270.00	19.09%	23,350.00	2,950.00	14.46%
4142 - FICA	12,152.90	15,718.57	7,078.48	17,705.00	21,000.00	3,295.00	18.61%	24,000.00	3,000.00	14.29%
4144 - HEALTH INSURANCE	22,677.00	27,555.04	13,292.52	26,585.00	39,900.00	13,315.00	50.08%	49,650.00	9,750.00	24.44%
4148 - WORKERS COMP	6,960.00	5,899.92	3,550.02	7,100.00	5,100.00	-2,000.00	-28.17%	7,800.00	2,700.00	52.94%
Total Category: 4100 - PERSONAL SERVICES:	241,755.21	315,894.29	133,008.03	296,675.00	357,700.00	61,025.00	20.57%	418,050.00	60,350.00	16.87%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	0.00	87.58	54.10	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4210 - OP SUPPLY-OTHER	6,032.69	2,015.26	3,169.49	3,600.00	3,710.00	110.00	3.06%	3,820.00	110.00	2.96%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4211 - MOTOR FUELS	3,206.55	4,491.09	2,409.19	2,000.00	4,500.00	2,500.00	125.00%	4,700.00	200.00	4.44%
4216 - FERTILIZER/CHEM	493.50	0.00	0.00	3,300.00	3,400.00	100.00	3.03%	3,500.00	100.00	2.94%
4217 - CLOTHING/UNIFORM	0.00	0.00	0.00	1,200.00	1,245.00	45.00	3.75%	1,600.00	355.00	28.51%
4231 - SMALL TOOLS	300.00	0.00	0.00	700.00	730.00	30.00	4.29%	800.00	70.00	9.59%
4271 - OP SUP-OTHER IMP	6,597.80	2,369.60	3,163.13	2,600.00	3,000.00	400.00	15.38%	3,100.00	100.00	3.33%
Total Category: 4200 - COMMODITIES:	16,630.54	8,963.53	8,795.91	13,400.00	16,585.00	3,185.00	23.77%	17,520.00	935.00	5.64%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	11,877.20	21,642.25	4,972.40	12,900.00	13,245.00	345.00	2.67%	13,650.00	405.00	3.06%
4301 - ENGINEERING SVS	68,174.20	38,303.23	0.00	26,000.00	26,780.00	780.00	3.00%	27,600.00	820.00	3.06%
4305 - FEES FOR SERVICE	18,430.56	15,786.00	5,941.00	15,700.00	16,705.00	1,005.00	6.40%	17,210.00	505.00	3.02%
4309 - CREDIT CARD FEES	9,990.66	25,482.70	8,220.80	7,500.00	15,000.00	7,500.00	100.00%	15,000.00	0.00	0.00%
4310 - COMMUNICATION	463.26	623.76	333.72	620.00	640.00	20.00	3.23%	0.00	-640.00	-100.00%
4311 - POSTAGE	20,007.00	21,481.00	9,539.00	23,000.00	23,000.00	0.00	0.00%	23,000.00	0.00	0.00%
4321 - DATA PROCESSING	152,015.96	175,876.96	88,034.02	140,000.00	190,000.00	50,000.00	35.71%	200,000.00	10,000.00	5.26%
4340 - PRINTING	18,024.00	14,974.00	5,831.00	18,000.00	18,000.00	0.00	0.00%	18,000.00	0.00	0.00%
4350 - INSURANCE CHARGE	17,000.04	15,000.00	7,785.00	15,570.00	17,000.00	1,430.00	9.18%	17,500.00	500.00	2.94%
4360 - UTILITIES	1,708.01	2,386.09	1,139.79	2,300.00	2,400.00	100.00	4.35%	2,400.00	0.00	0.00%
4363 - MWCC SERVICE	2,020,595.04	1,995,516.48	1,402,012.92	2,461,000.00	2,650,000.00	189,000.00	7.68%	2,782,500.00	132,500.00	5.00%
4370 - MAINT-REPAIR/EQ	1,945.00	2,553.81	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4371 - MAINT-REPAIR/OTH	208,879.45	176,219.72	93,191.50	191,000.00	197,000.00	6,000.00	3.14%	202,910.00	5,910.00	3.00%
4372 - MAINT-REPAIR/BLD	8,540.40	21,917.50	10,538.00	0.00	28,400.00	28,400.00	0.00%	29,250.00	850.00	2.99%
4375 - CHARGE-FLEET MNT	12,425.50	10,187.28	12,428.88	15,860.00	11,100.00	-4,760.00	-30.01%	11,430.00	330.00	2.97%
4403 - TRAVEL/TRAIN/CON	0.00	1,259.99	0.00	780.00	1,600.00	820.00	105.13%	1,400.00	-200.00	-12.50%
4449 - OTHER CONTRACT	38.50	0.00	57.75	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	2,570,114.78	2,539,210.77	1,650,025.78	2,930,230.00	3,210,870.00	280,640.00	9.58%	3,361,850.00	150,980.00	4.70%
Category: 4500 - CAPITAL OUTLAY										
4530 - MACH & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4540 - OTHER CAP OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	27,500.00	27,500.00	0.00%
4559 - PROJECT-OTHER	0.00	0.00	425.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	0.00	425.00	0.00	0.00	0.00	0.00%	27,500.00	27,500.00	0.00%
Category: 4720 - DEPRECIATION										
4720 - DEPRECIATION-CONTRIBUTED	579,181.04	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4721 - DEPRECIATION-PURCHASED	24,758.70	656,564.98	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4720 - DEPRECIATION:	603,939.74	656,564.98	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Category: 4999 - TRANSFERS OUT										
4700 - TRANSFERS OUT	295,955.76	243,412.00	96,000.00	192,000.00	197,800.00	5,800.00	3.02%	203,700.00	5,900.00	2.98%
Total Category: 4999 - TRANSFERS OUT:	295,955.76	243,412.00	96,000.00	192,000.00	197,800.00	5,800.00	3.02%	203,700.00	5,900.00	2.98%
Total Expense:	3,728,396.03	3,764,045.57	1,888,254.72	3,432,305.00	3,782,955.00	350,650.00	10.22%	4,028,620.00	245,665.00	6.49%
Total Fund: 620 - SEWER OPERATING:	1,897,242.22	2,138,911.32	-693,525.34	-40,805.00	-193,455.00	-152,650.00	374.10%	-438,120.00	-244,665.00	126.47%
Report Total:	5,808,249.36	12,959,085.99	-1,368,462.03	1,002,070.00	424,125.00	-577,945.00	-57.68%	79,400.00	-344,725.00	-81.28%



City Council Action Request

3I

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Street Light Utility

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Street Light Utility Budget Comparison Report



Cottage Grove

Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund: 630 - STREET LIGHTS										
Revenue										
Category: 3400 - CHARGES FOR SERVICES										
3549 - MISC PUBLIC WORK	221,590.04	297,096.50	115,080.00	175,000.00	175,000.00	0.00	0.00%	175,000.00	0.00	0.00%
Total Category: 3400 - CHARGES FOR SERVICES:	221,590.04	297,096.50	115,080.00	175,000.00	175,000.00	0.00	0.00%	175,000.00	0.00	0.00%
Category: 3710 - ENTERPRISE CHARGES FOR SERVICES										
3727 - PENALTIES-UTIL	2,029.24	4,866.12	1,608.46	3,000.00	3,000.00	0.00	0.00%	3,000.00	0.00	0.00%
3729 - STREET LIGHT	556,455.61	604,159.07	284,240.15	575,000.00	942,500.00	367,500.00	63.91%	1,033,200.00	90,700.00	9.62%
3730 - ST LIGHT MAINTENANCE FEE	130,466.91	138,948.58	12.07	140,000.00	0.00	-140,000.00	-100.00%	0.00	0.00	0.00%
Total Category: 3710 - ENTERPRISE CHARGES FOR SERVICES:	688,951.76	747,973.77	285,860.68	718,000.00	945,500.00	227,500.00	31.69%	1,036,200.00	90,700.00	9.59%
Category: 3809 - INVESTMENT INTEREST										
3810 - INVEST INTEREST	8,048.23	-3,293.07	-15,741.43	10,000.00	10,000.00	0.00	0.00%	10,000.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	8,048.23	-3,293.07	-15,741.43	10,000.00	10,000.00	0.00	0.00%	10,000.00	0.00	0.00%
Category: 3812 - MISCELLANEOUS										
3816 - REFUND & REIMBR	13,715.93	10,005.67	5,950.38	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3829 - MISC - OTHER	38,700.16	60,434.48	27,027.36	20,000.00	20,000.00	0.00	0.00%	20,000.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	52,416.09	70,440.15	32,977.74	20,000.00	20,000.00	0.00	0.00%	20,000.00	0.00	0.00%
Category: 3999 - TRANSFERS IN										
3900 - CAPITAL CONTRIBUTIONS	603,250.00	460,202.49	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3999 - TRANSFERS IN:	603,250.00	460,202.49	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Revenue:	1,574,256.12	1,572,419.84	418,176.99	923,000.00	1,150,500.00	227,500.00	24.65%	1,241,200.00	90,700.00	7.88%
Expense										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	124,599.94	140,293.09	49,352.21	118,600.00	123,500.00	4,900.00	4.13%	158,850.00	35,350.00	28.62%
4110 - OVERTIME F. T.	1,373.03	3,030.02	1,664.34	2,940.00	3,000.00	60.00	2.04%	3,100.00	100.00	3.33%
4140 - PENSIONS	28,194.00	1,662.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4141 - PERA	9,342.12	10,746.94	3,811.61	8,890.00	9,500.00	610.00	6.86%	12,050.00	2,550.00	26.84%
4142 - FICA	8,259.96	9,431.66	3,360.35	9,070.00	9,700.00	630.00	6.95%	12,300.00	2,600.00	26.80%
4144 - HEALTH INSURANCE	14,325.96	9,941.04	5,025.00	10,050.00	17,700.00	7,650.00	76.12%	25,450.00	7,750.00	43.79%
4148 - WORKERS COMP	7,899.96	4,149.96	2,074.98	4,150.00	3,600.00	-550.00	-13.25%	6,200.00	2,600.00	72.22%
Total Category: 4100 - PERSONAL SERVICES:	193,994.97	179,254.71	65,288.49	153,700.00	167,000.00	13,300.00	8.65%	217,950.00	50,950.00	30.51%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)	2024 2024 FALL 2022	Increase / (Decrease)		
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	7,432.10	11,834.02	10,345.82	11,400.00	11,750.00	350.00	3.07%	12,100.00	350.00	2.98%
4211 - MOTOR FUELS	3,285.31	3,988.09	2,201.80	4,400.00	5,200.00	800.00	18.18%	5,400.00	200.00	3.85%
4217 - CLOTHING/UNIFORM	0.00	0.00	0.00	600.00	935.00	335.00	55.83%	1,285.00	350.00	37.43%
4231 - SMALL TOOLS	603.78	0.00	899.02	800.00	850.00	50.00	6.25%	900.00	50.00	5.88%
4270 - OP SUP-VEH/EQ	0.00	178.09	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4271 - OP SUP-OTHER IMP	52,932.36	27,959.24	20,847.40	53,000.00	55,000.00	2,000.00	3.77%	56,300.00	1,300.00	2.36%
4280 - CAPITAL OUTLAY <\$5,000	2,275.00	12,024.50	0.00	3,900.00	4,020.00	120.00	3.08%	4,140.00	120.00	2.99%
Total Category: 4200 - COMMODITIES:	66,528.55	55,983.94	34,294.04	74,100.00	77,755.00	3,655.00	4.93%	80,125.00	2,370.00	3.05%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	910.17	1,741.90	454.40	1,600.00	1,650.00	50.00	3.13%	1,700.00	50.00	3.03%
4301 - ENGINEERING SVS	20,187.55	23,246.00	2,615.00	5,300.00	5,450.00	150.00	2.83%	5,625.00	175.00	3.21%
4305 - FEES FOR SERVICE	24,344.56	62,457.74	15,245.31	18,000.00	19,000.00	1,000.00	5.56%	20,000.00	1,000.00	5.26%
4309 - CREDIT CARD FEES	9,990.53	25,482.61	8,220.78	6,400.00	10,000.00	3,600.00	56.25%	15,000.00	5,000.00	50.00%
4310 - COMMUNICATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4311 - POSTAGE	5,002.00	5,370.00	2,385.00	5,400.00	5,560.00	160.00	2.96%	5,730.00	170.00	3.06%
4321 - DATA PROCESSING	40,981.73	48,696.83	16,707.89	24,400.00	50,000.00	25,600.00	104.92%	52,000.00	2,000.00	4.00%
4340 - PRINTING	4,506.00	3,743.00	1,458.00	4,500.00	4,630.00	130.00	2.89%	4,775.00	145.00	3.13%
4350 - INSURANCE CHARGE	8,079.96	8,000.04	4,150.02	8,300.00	9,000.00	700.00	8.43%	9,300.00	300.00	3.33%
4360 - UTILITIES	147,498.01	162,477.54	87,769.59	151,000.00	135,000.00	-16,000.00	-10.60%	135,000.00	0.00	0.00%
4361 - NSP STREET LIGHT	77,025.54	79,749.12	44,838.28	80,000.00	85,000.00	5,000.00	6.25%	85,000.00	0.00	0.00%
4371 - MAINT-REPAIR/OTH	136,655.92	99,511.75	5,175.97	166,600.00	172,000.00	5,400.00	3.24%	177,000.00	5,000.00	2.91%
4372 - MAINT-REPAIR/BLD	8,540.40	13,934.00	10,288.00	0.00	27,500.00	27,500.00	0.00%	27,500.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	19,530.77	7,918.68	5,573.51	9,170.00	11,200.00	2,030.00	22.14%	11,540.00	340.00	3.04%
4380 - RENTAL/LEASE	1,902.03	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4401 - DUES & SUBS	0.00	800.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4403 - TRAVEL/TRAIN/CON	0.00	579.00	208.00	1,300.00	1,300.00	0.00	0.00%	1,900.00	600.00	46.15%
4438 - PRO/MISC RESALE	166,395.00	266,310.58	101,416.00	156,000.00	160,700.00	4,700.00	3.01%	166,000.00	5,300.00	3.30%
4449 - OTHER CONTRACT	19.25	0.00	19.25	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	671,569.42	810,018.79	306,525.00	637,970.00	697,990.00	60,020.00	9.41%	718,070.00	20,080.00	2.88%
Category: 4500 - CAPITAL OUTLAY										
4530 - MACH & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	27,500.00	27,500.00	0.00%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	27,500.00	27,500.00	0.00%
Category: 4720 - DEPRECIATION										
4720 - DEPRECIATION-CONTRIBUTED	154,586.03	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4721 - DEPRECIATION-PURCHASED	52,270.92	208,348.77	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4720 - DEPRECIATION:	206,856.95	208,348.77	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Category: 4999 - TRANSFERS OUT										
4700 - TRANSFERS OUT	48,650.04	48,650.04	24,999.94	50,000.00	93,500.00	43,500.00	87.00%	145,000.00	51,500.00	55.08%
Total Category: 4999 - TRANSFERS OUT:	48,650.04	48,650.04	24,999.94	50,000.00	93,500.00	43,500.00	87.00%	145,000.00	51,500.00	55.08%
Total Expense:	1,187,599.93	1,302,256.25	431,107.47	915,770.00	1,036,245.00	120,475.00	13.16%	1,188,645.00	152,400.00	14.71%
Total Fund: 630 - STREET LIGHTS:	386,656.19	270,163.59	-12,930.48	7,230.00	114,255.00	107,025.00	1,480.29%	52,555.00	-61,700.00	-54.00%
Report Total:	386,656.19	270,163.59	-12,930.48	7,230.00	114,255.00	107,025.00	1,480.29%	52,555.00	-61,700.00	-54.00%

Budget Comparison Report

Fund Summary

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun							
630 - STREET LIGHTS	386,656.19	270,163.59	-12,930.48	7,230.00	114,255.00	107,025.00	1,480.29%	52,555.00	-61,700.00	-54.00%
Report Total:	386,656.19	270,163.59	-12,930.48	7,230.00	114,255.00	107,025.00	1,480.29%	52,555.00	-61,700.00	-54.00%



City Council Action Request

3J

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Fleet Department

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Fleet Budget Comparison Report
Memo - Fleet Operations & Outsourcing Repairs



Cottage Grove

Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund: 710 - FLEET MAINTENANCE										
Revenue										
Category: 3400 - CHARGES FOR SERVICES										
3549 - MISC PUBLIC WORK	0.00	0.00	141.09	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3568 - FEE FOR SERVICE	1,380,174.46	1,354,081.02	802,993.60	1,574,845.00	1,712,100.00	137,255.00	8.72%	1,755,860.00	43,760.00	2.56%
Total Category: 3400 - CHARGES FOR SERVICES:	1,380,174.46	1,354,081.02	803,134.69	1,574,845.00	1,712,100.00	137,255.00	8.72%	1,755,860.00	43,760.00	2.56%
Category: 3809 - INVESTMENT INTEREST										
3810 - INVEST INTEREST	133.84	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	133.84	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3812 - MISCELLANEOUS										
3813 - SALE OF GOODS	300.00	1,468.17	180.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3816 - REFUND & REIMBRS	4,547.06	63.40	904.79	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	4,847.06	1,531.57	1,084.79	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3999 - TRANSFERS IN										
3900 - CAPITAL CONTRIBUTIONS	42,985.74	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3999 - TRANSFERS IN:	42,985.74	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Revenue:	1,428,141.10	1,355,612.59	804,219.48	1,574,845.00	1,712,100.00	137,255.00	8.72%	1,755,860.00	43,760.00	2.56%
Expense										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	487,399.13	597,113.93	291,329.38	624,370.00	658,500.00	34,130.00	5.47%	688,100.00	29,600.00	4.50%
4110 - OVERTIME F. T.	12,892.85	11,761.86	5,853.64	20,800.00	14,000.00	-6,800.00	-32.69%	14,600.00	600.00	4.29%
4120 - SAL-P.T./TEMP	0.00	0.00	0.00	18,000.00	17,700.00	-300.00	-1.67%	18,500.00	800.00	4.52%
4140 - PENSIONS	81,201.00	53,187.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4141 - PERA	36,019.29	44,673.96	21,815.74	48,150.00	50,600.00	2,450.00	5.09%	52,900.00	2,300.00	4.55%
4142 - FICA	33,955.75	41,560.69	20,521.96	49,130.00	52,900.00	3,770.00	7.67%	55,300.00	2,400.00	4.54%
4144 - HEALTH INSURANCE	75,370.96	60,343.96	30,200.04	60,400.00	86,400.00	26,000.00	43.05%	95,200.00	8,800.00	10.19%
4148 - WORKERS COMP	11,950.04	15,000.00	13,000.02	26,000.00	23,700.00	-2,300.00	-8.85%	24,700.00	1,000.00	4.22%
Total Category: 4100 - PERSONAL SERVICES:	738,789.02	823,641.40	382,720.78	846,850.00	903,800.00	56,950.00	6.72%	949,300.00	45,500.00	5.03%
Category: 4200 - COMMODITIES										
4210 - OP SUPPLY-OTHER	8,784.08	12,930.66	9,768.95	26,500.00	26,900.00	400.00	1.51%	27,500.00	600.00	2.23%
4211 - MOTOR FUELS	236,648.50	272,345.18	164,690.42	315,000.00	385,400.00	70,400.00	22.35%	400,820.00	15,420.00	4.00%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
4212 - LUB/ADD	18,430.40	20,958.96	4,857.61	19,000.00	20,000.00	1,000.00	5.26%	21,000.00	1,000.00	5.00%
4217 - CLOTHING/UNIFORM	3,786.51	4,933.69	1,074.97	6,400.00	6,800.00	400.00	6.25%	7,000.00	200.00	2.94%
4231 - SMALL TOOLS	8,553.63	14,340.81	19,477.96	15,500.00	16,000.00	500.00	3.23%	16,400.00	400.00	2.50%
4270 - OP SUP-VEH/EQ	210,677.79	277,732.65	162,706.69	245,200.00	252,500.00	7,300.00	2.98%	260,200.00	7,700.00	3.05%
4271 - OP SUP-OTHER IMP	42.78	0.00	0.00	500.00	0.00	-500.00	-100.00%	0.00	0.00	0.00%
4280 - CAPITAL OUTLAY <\$5,000	2,784.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4200 - COMMODITIES:	489,707.69	603,241.95	362,576.60	628,100.00	707,600.00	79,500.00	12.66%	732,920.00	25,320.00	3.58%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	4,214.76	449.82	388.90	4,200.00	500.00	-3,700.00	-88.10%	600.00	100.00	20.00%
4305 - FEES FOR SERVICE	7,439.56	9,050.82	2,884.96	4,600.00	3,000.00	-1,600.00	-34.78%	3,200.00	200.00	6.67%
4310 - COMMUNICATION	4,027.32	5,766.90	2,766.30	3,700.00	6,100.00	2,400.00	64.86%	6,300.00	200.00	3.28%
4311 - POSTAGE	36.55	16.30	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4321 - DATA PROCESSING	23,383.96	52,237.00	29,109.06	46,800.00	65,200.00	18,400.00	39.32%	68,900.00	3,700.00	5.67%
4341 - ADVER/PUBLISH	0.00	0.00	0.00	400.00	0.00	-400.00	-100.00%	0.00	0.00	0.00%
4350 - INSURANCE CHARGE	1,400.04	1,400.04	724.98	1,450.00	1,600.00	150.00	10.34%	1,600.00	0.00	0.00%
4370 - MAINT-REPAIR/EQ	169,691.04	135,111.29	104,916.70	105,000.00	128,000.00	23,000.00	21.90%	133,000.00	5,000.00	3.91%
4371 - MAINT-REPAIR/OTH	3,317.33	525.00	500.00	1,100.00	1,100.00	0.00	0.00%	1,200.00	100.00	9.09%
4372 - MAINT-REPAIR/BLD	0.00	466.17	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4380 - RENTAL/LEASE	0.00	802.00	0.00	1,600.00	1,600.00	0.00	0.00%	1,700.00	100.00	6.25%
4401 - DUES & SUBS	134.50	371.15	1,629.04	0.00	500.00	500.00	0.00%	500.00	0.00	0.00%
4403 - TRAVEL/TRAIN/CON	438.21	4,229.27	2,412.93	10,750.00	11,000.00	250.00	2.33%	11,400.00	400.00	3.64%
4405 - CLEAN/WASTE REMV	399.00	2,181.46	690.32	0.00	2,000.00	2,000.00	0.00%	2,100.00	100.00	5.00%
4445 - SALES TAX	5,332.00	5,947.62	2,399.43	6,200.00	6,400.00	200.00	3.23%	6,600.00	200.00	3.13%
4449 - OTHER CONTRACT	182.00	0.00	108.77	0.00	200.00	200.00	0.00%	200.00	0.00	0.00%
Total Category: 4300 - CONTRACTUAL SERVICES:	219,996.27	218,554.84	148,531.39	185,800.00	227,200.00	41,400.00	22.28%	237,300.00	10,100.00	4.45%
Category: 4500 - CAPITAL OUTLAY										
4530 - MACH & EQUIPMENT	0.00	0.00	0.00	12,000.00	0.00	-12,000.00	-100.00%	111,000.00	111,000.00	0.00%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	0.00	0.00	12,000.00	0.00	-12,000.00	-100.00%	111,000.00	111,000.00	0.00%
Category: 4720 - DEPRECIATION										
4721 - DEPRECIATION-PURCHASED	53,379.80	45,971.26	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4720 - DEPRECIATION:	53,379.80	45,971.26	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Expense:	1,501,872.78	1,691,409.45	893,828.77	1,672,750.00	1,838,600.00	165,850.00	9.91%	2,030,520.00	191,920.00	10.44%
Total Fund: 710 - FLEET MAINTENANCE:	-73,731.68	-335,796.86	-89,609.29	-97,905.00	-126,500.00	-28,595.00	29.21%	-274,660.00	-148,160.00	117.12%
Report Total:	-73,731.68	-335,796.86	-89,609.29	-97,905.00	-126,500.00	-28,595.00	29.21%	-274,660.00	-148,160.00	117.12%

Budget Comparison Report

Fund Summary

				Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
Fund	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
710 - FLEET MAINTENANCE	-73,731.68	-335,796.86	-89,609.29	-97,905.00	-126,500.00	-28,595.00	29.21%	-274,660.00	-148,160.00	117.12%
Report Total:	-73,731.68	-335,796.86	-89,609.29	-97,905.00	-126,500.00	-28,595.00	29.21%	-274,660.00	-148,160.00	117.12%



City Council Action Request

3K

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Equipment Replacement

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Equipment Replacement Budget Comparison Report



To: Honorable Mayor and City Council
Jennifer Levitt, City Administrator

From: Adam Moshier, Fleet and Facilities Maintenance Manager

Date: August 3, 2022

Subject: Equipment Replacement for 2023

Introduction

This memo outlines new and replacement equipment that is scheduled for 2023.

Staff is recommending the following new equipment be added to the fleet to enhance the overall service the City provides, a pickup truck for each division of Streets, Stormwater and Water, a ballfield groomer for Parks and adding a hoist, replacing a hoist and rearranging hoists in the shop. The total for new Public Works equipment is \$259,000 with \$149,000 budgeted out of the Equipment Replacement Fund.

Staff is recommending the following equipment be replaced, (2) one ton dump trucks and (3) pickups. The total purchase for replacement Public Works equipment is \$365,000 with \$310,000 budgeted out of the Equipment Replacement Fund.

New Equipment Added to the Fleet

Pickup Truck for Streets

This pickup truck with plow is needed to transport the new Streets employee that will be added in 2023. It will be used in the winter for plowing cul-de-sac-routes. Adding a pickup truck will help in keeping the same level of service, transport personnel and tools to the job site. Total cost will be \$55,000.

Pickup Truck for Stormwater

This pickup truck is needed to transport the Stormwater Lead employee that was added in 2022. It will help in keeping the same level of service, transport personnel and tools to the job site. This truck will be budgeted out of the Stormwater Fund and will not affect the equipment replacement fund. Total cost will be \$55,000.

Pickup Truck for Water

This pickup truck with plow is needed to transport the new Water employee that will be added in 2023. It will also be used for plowing trails. It will help in keeping the same level of service, transport personnel and tools to the job site. This truck will be budgeted out of the Water fund and will not affect the equipment replacement fund. Total cost will be \$55,000.

Ballfield Groomer

This machine is a three wheeled smaller ballfield groomer for the grass infields. The city currently has three parks/schools that have grass infields where this machine will be used the most. This groomer will also have attachments for maintaining the lips on all of Cottage Grove's fields. This will allow Park Division employees to be more efficient in their maintenance operations on grass infields and use the right equipment for the job. A smaller machine is lighter and easier to maneuver on the infields compared to the large tractors the city currently owns. Total cost will be \$41,000.

Adding a Hoist, Replacing a Hoist and Rearranging

Staff is recommending the shop add a two post rotary hoist. Staff would also replace the current drive on hoist with a two post rotary hoist. The price also includes rearranging four hoists so they fit and are efficient with the flow of traffic.

The mechanics will now have two hoists available to them that can lift any vehicle and perform any required maintenance with the exception of our heavy equipment up to 20,000lbs. With the addition of these hoists, mechanics can work on their feet more frequently with the vehicle supported by a hoist, rather than working underneath a vehicle supported by jack stands. The shop cannot completely eliminate those situations, but staff can limit those opportunities with an additional hoist. Working off of a hoist is an overall safer workplace practice and makes it more efficient for the mechanic performing the repairs. This hoist will increase safety and provide a safe working environment.

The current drive on hoist is from 2008, showing signs of wear and staff has found parts availability to be very scarce. It is not a practical hoist for the city any longer, as not all maintenance procedures can be performed on it. The space can be better utilized with a two post rotary hoist that can lift all of Cottage Grove's ambulances and any one ton trucks.

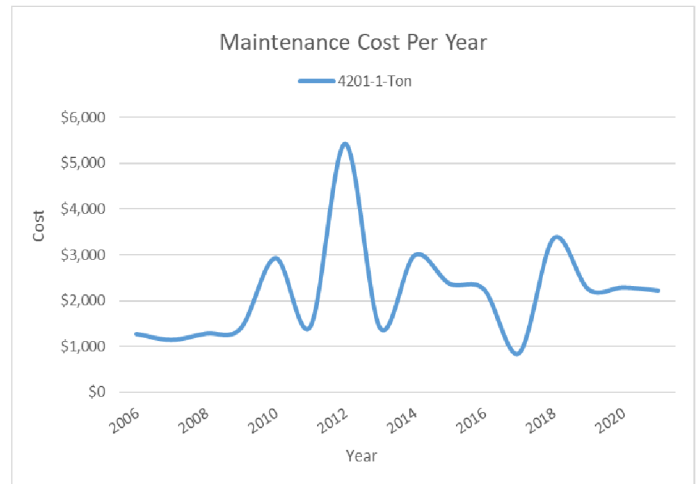
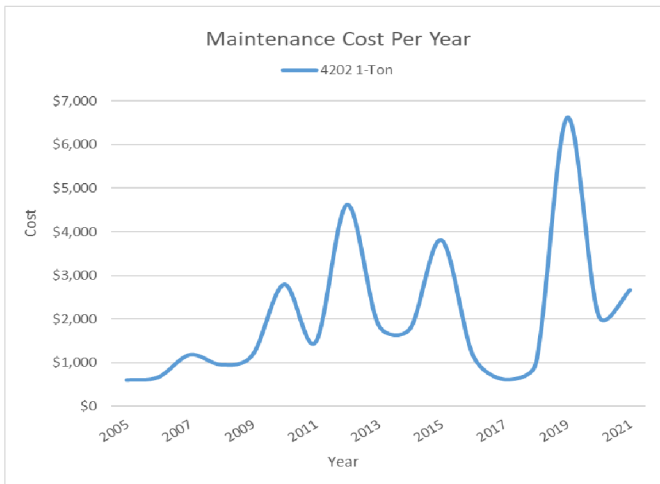
Without adding these hoists, production is lost as vehicles have to be moved around when waiting on parts because there is only so many hoists available. Certain work procedures are limited depending on the hoist being used which is also inefficient. The addition of the two rotary hoists will increase safety, efficiency and work practices. While becoming more efficient, staff hopes to send less equipment out for repairs in turn saving the city money. Total cost will be \$53,000 to add a hoist, replace a hoist and rearrange them.

Equipment Recommended for Replacement

One-Ton Dump Trucks, 31-4201-06, 41-4202-05

These (2) one ton dump trucks are due for replacement based on age and the condition of the truck. The replacement schedule for a one-ton dump truck is 12 years. These two trucks are currently 16 and 17 years old. Dump trucks take 1 to 2 full years to build, and the City would not receive them until late 2023 or 2024, making the trucks over 17 years old by the time they are replaced. Unit 4201 has \$36,500 dollars in maintenance costs with 2012 being the highest cost to date. Unit 4202 has \$39,000 dollars in maintenance costs with 2019 being the highest cost to date. Unit 4201 has 71,143 miles and unit 4202 has 58,520 miles. Although the mileage may not appear high, this is not a good indication of replacement need as compared to a typical passenger or highway vehicle. These miles are nearly all in town, with continuous

stopping and starting. Also, these trucks are consistently used for hauling and trailering, which puts significantly more wear and tear on the mechanical equipment and frame. Both trucks are also showing signs of heavy rust and wear. This will begin to affect the dump body of the truck, which is one of the primary uses.



The one-ton dump body trucks are a key asset to Public Works and Parks maintenance operations. Without these trucks, our level of service would decrease significantly, and staff would not be able to perform their jobs efficiently. Maintaining flower beds, boulevard trees, park features and roads, these trucks are used every day for hauling dirt, mulch, rocks, asphalt, flowers, woodchips and branches. These trucks also play an important role in hauling the skid steers from the jobsite. The smaller compact size of the one-ton dump body allows this truck to fit into small spaces like trails, park spaces, sidewalks, and backyard easements. Having these trucks available for use and not out of service is a necessity. Older trucks tend to have more issues and therefore replacing them according to schedule is a key component in the Public Works operations. The shop has done a great job of keeping both trucks running to date which has prolonged replacing these vehicles.

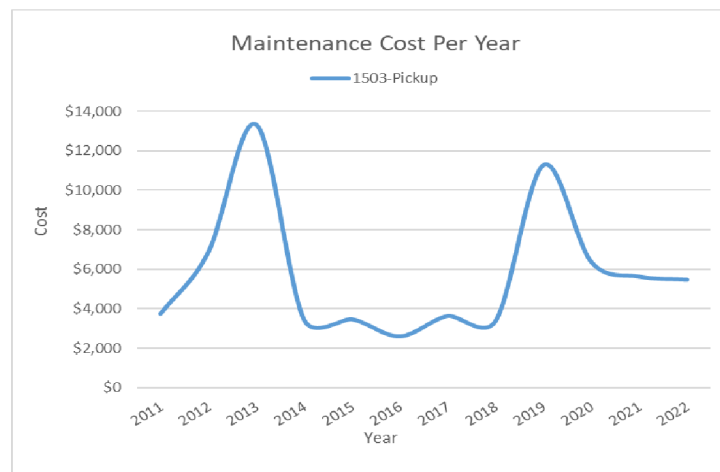
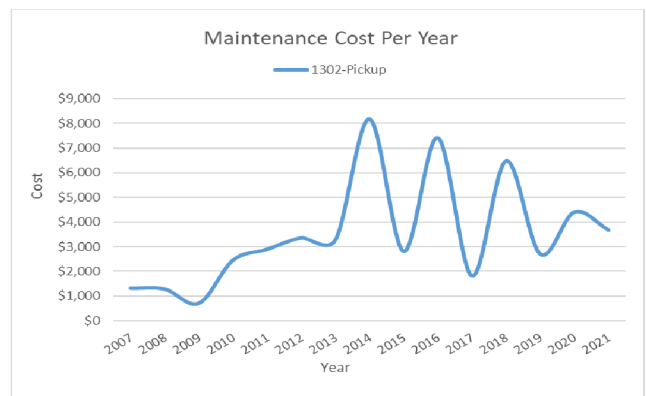
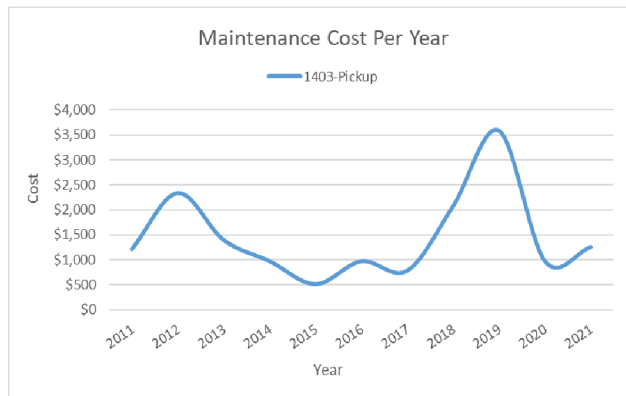
The total cost to replace (2) one ton dump trucks is estimated at \$200,000.

Pickup Trucks, 41-1302-07, 41-1403-11, 70-1503-11

These pickup trucks are due for replacement based on age and maintenance cost. The replacement schedule for pickups is 12 years. Unit 1302 will be 16 years old, will have over 87,930 miles and over \$55,000 in maintenance costs. Recently, unit 1302 has seen an increase in maintenance costs every other year. Unit 1403 will be 12 years old, will have over 81,000 miles and over \$33,000 in maintenance costs. Unit 1503 will be 12 years old, will have over 150,000 miles and over \$69,000 in maintenance costs. All three trucks are front line vehicles used in the Parks and Water Department every day to transport employees to and from the jobsite. 1302 and 1503 are also used in the winter for plowing cul-de-sacs. Current build times on pickup trucks is about one year from date of purchase once the new state contract is released.

Staff does not recommend having pickups over 12 years old as front-line vehicles as they are prone to more breakdowns especially when snowplowing. Plowing snow is hard on the pickups and although the number of miles is not relatively high, the wear and tear on the transmission and brakes is significant. Staff hopes to prolong and prevent major repairs by moving these vehicles into the seasonal fleet. The pickups would then only accumulate about 3,000 miles per year.

Staff is requesting to replace three pickups with plows at a total cost of \$165,000 with \$110,000 budgeted out of Equipment Replacement Fund and \$55,000 out of the Water Fund.



Conclusion

Staff has taken a considerable amount of time to form this equipment replacement recommendation for 2023 for a total amount of \$624,000. If the City is to push back equipment past the recommended replacement schedule, maintenance costs will continue to increase, putting more pressure on the shop staff to keep them in service. Costs will continue to increase as equipment will need to be sent to contractors to get repaired in a timely fashion. Down time becomes a bigger factor which then leads to staff being less efficient and not having the equipment needed to complete the job.

Staff is recommending this equipment be replaced to increase efficiency, decrease maintenance costs, decrease down time and enhance the fleet. The total cost of purchasing

and replacing all of the equipment highlighted above is \$624,000 with \$459,000 budgeted out of the Equipment Replacement Fund.

All Equipment

Replacement Based on Replacement Year

Grouped By Replacement Year

2022			Replacement	Notes
Eqp Code	Equipment Name	Year Make / Model	Cost	
31-8510-12	Toro 7210	2012 Toro 7210	\$33,844	2022 Budget Item
41-0061-97	Bush Hog	1997 Bush Hog	\$21,100	2023 Budget Item
31-4006-06	Dump Truck	2006 Freightliner M2	\$319,688	In PO system
31-4007-06	Dump Truck	2006 Freightliner M2	\$319,688	In PO system
31-1006-08	Pickup truck	2008 GMC sierra	\$45,000	Waiting for contract
Units:	5		\$739,320	
2023				
41-1302-07	2007 GMC Sierra 4x4 Pickup/1302	2007 GMC Sierra 2500	\$55,000	
41-1403-11	4wd Pickup 2011 GMC Sierra	2011 GMC Sierra 2500	\$55,000	
41-4202-05	2005 Ford 1 Ton Dump Truck	2005 Ford F-450	\$100,000	
New	New ballfield groomer		\$41,000	
31-4201-06	2006 Ford 1-Ton Dump	2006 Ford	\$100,000	
New	New pickup for Streets		\$55,000	
12-1263-13	2013 ford interceptor	2013 Ford interceptor	\$45,000	
New	Replace a hoist, add a hoist, rearrange		\$53,000	
800 Radios	800 radio replacement		\$62,550	
Units:	9		\$566,550	
2024				
New	New pickup for Parks		\$55,000	
New	New vehicle for pd admin		\$45,000	
41-7010-06	Enclosed Trailer	2006	\$10,000	
41-7013-05	Trailer REDI-Haul	2005 TR	\$12,000	
41-8203-21	S76 Bobcat Skid Steer Loader 8203	2021 Bobcat 2021		3 Year Rental-renew 2024
41-8705-05	Utility Vehicle With Sprayer	2005 Toro	\$60,000	
41-8401-16	Plow for tractor		\$35,000	
41-8504-15	Toro Groundsmaster 4100-D Mower 8504	2015 Toro GM4100 30449N	\$105,000	
13-5011-11	11 Malibu Sedan	2011 Chevrolet	\$45,000	
31-8202-21	T76 Bobcat Compact Track Loader 8202	2021 Bobcat T76		3 year Rental-renew 2024
31-8409-16	Holder Utility Vehicle	2016 Holder C270	\$161,000	
31-8509-14	John Deere 1445 Mower	2014 John Deere 1445	\$45,000	
12-1660-16	2016 ford interceptor	2016 Ford interceptor	\$45,000	
21-1247-13	2013 Ford Explorer	2013 Ford Explorer	\$45,000	
800 Radios	800 radio replacement		\$30,335	
26-3115-95	1995 Comb Custom Freightliner	1995	\$230,000	Half
Units:	16		\$923,335	

2025

New	Building Maintenance Van		\$85,000
41-4204-08	2008 Ford 1 Ton Dump Truck	2008 Ford F350	\$105,000
New	New Utility vehicle with attachments		\$161,000
26-3115-95	1995 Comb Custom Freightliner	1995	\$230,000
41-8403-08	John Deere 5625 Tractor	2008 John Deere 5625	\$95,000
31-8601-97	Elgin Pelican Street Sweeper	1997	\$220,000
32-1101-07	GMC Crew Cab Sign Truck C4500	2007 GMC C4500	\$100,000
26-3117-15	2015 Ford Explorer 3117 (Squad 2)	2015 Ford Explorer	\$47,000
51-5003-13	Suv 2013 Ford Explorer	2013 Ford Explorer	\$35,000
31-0044-10	Hydroseeder	2010 Finn T75	\$38,000
31-4008-09	Dump Truck Single Axle / 31-4008-09	2009 Freightliner M2	\$320,000
31-4001-10	2010 Single-Axle Dump Truck Freightliner	2010 Freightliner M2	\$320,000
31-4002-10	Single-Axle Dump Truck 2010 Freightliner	2010 Freightliner M2	\$320,000
31-6001-09	Brush Chipper	2009	\$55,000
31-6008-05	Freightliner Asphalt Patcher	2005	\$200,000
31-8305-07	Mini Paver JB Machine	2007 JB	\$8,000
31-8501-15	Exmark Vantage Stand Up Mower	2015 Exmark VTS541CKA363	\$15,000
21-1839-14	2014 Chrysler	2014 Chrysler	\$35,000
21-2067-20	2020 ford f150	2020 Ford	\$43,000
Units:	19		\$2,432,000

2021 Budget Item

Half

2026

41-0037-08	Top Dresser	2008	\$25,000
41-8003-91	Huber Maintainer	1991 Huber	\$40,000
36-6004-04	GMC Forestry Aerial Truck W/Chipper Box	2004 GMC	\$120,000
36-6009-07	Ford F550 Forestry Aerial Service Truck	2007 Ford F550	\$120,000
31-8306-13	Patcher Spray Injection	2013	\$75,000
31-8002-91	John Deere 772BH Grader & Wing	1991 John Deere 772BH	\$235,000
31-6010-16	Stand on Spreader	2016 Exmark Spreader	\$12,000
26-1360-14	2014 Ford Explorer Squad 1360	2014 Ford Explorer	\$37,000
36-9003-16	2016 Stump Grinder	2016 Bobcat SGX60	\$5,000
41-6003-14	Isuzu Garbage Truck With Side Loader	2014	\$150,000
41-8511-18	16ft Toro GM5910 Mower	2018 Toro GM 5910	\$120,000
41-8704-05	John Deere Gator Turf	2005 John Deere Turf	\$15,000
31-7004-06	Trailer/7004	2006	\$5,000
21-1646-16	2016 ford explorer	2016 Ford	\$35,000
21-1641-16	2016 ford explorer	2016 Ford	\$35,000
26-3147-04	Ford F350 4x4	2004 Ford	\$45,000
26-3148-04	Ford F350 4x4 grass rig	2004 Ford	\$65,000
26-3135-96	1996 Fire pumper	1996	\$450,000
Units:	18		\$1,589,000

Pushed to 2026

2027

15-4300-07	Command Vehicle	2007 Ford Winebago	\$150,000
14-1704-15	GMC Pickup 1500 Extended Cab	2015 GMC Sierra 1500	\$35,000
26-3127-17	Ford Explorer 3127	2017 FORD EXPLORER	\$44,744
41-1402-15	2015 GMC Sierra WT/41-1402-15	2015 GMC Sierra 2500	\$55,000
41-8502-19	Toro GM4000 Mower	2019 Toro GM4000	\$80,000
51-5001-15	GMC Sierra WT/Recreation	2015 GMC Sierra	\$35,000
31-1005-15	2015 GMC Sierra Wt	2015 GMC Sierra	\$55,000
31-8303-15	Weiler Track Paver	2015 Weiler P385A	\$165,000
31-8402-19	MT Trackless	2019 MT Trackless MT7	\$165,000
21-1750-17	2017 GMC	2017 GMC	\$35,000
Units:	10		\$819,744

FUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

Today's Date:

Program Number:

Department Name:

Year Requested:

Description of Request

mower

Today's Date:

Program Number:

Department Name:

Year Requested:

Description of Request

Bush Hog mower

Today's Date:

Program Number:

Department Name:

Year Requested:

Description of Request

single axle dump t

Today's Date:

Program Number:

Department Name:

Year Requested:

Description of Request

single axle dump t

Today's Date:

Program Number:

Department Name:

Year Requested:

Description of Request

Pickup- \$35,000

Equipment Request Form

Today's Date:	6/6/2022	Fixed Asset #	3162
Program Number:	1500	Fleet Number/Unit	1302
Department Name:	Parks	Division:	Parks
Year Requested:	2023		

Description of Requested Equipment

pickup with plow

Estimated Useful life of new equipment: 12

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	15
Condition of Equipment	poor
total repair costs	\$ 54,000.00
miles or hours	86719

Information on Replacement year

Age of Equipment	16
Condition of Equipment	poor
Will equipment be sold or traded?	
If not, why?	

moved to seasonal use

Purchase price:	\$ 55,000.00
Trade (if any)	
Net Purchase price	\$ 55,000.00

Equipment Request Form

Today's Date:

6/2/2021

Program Number:

1500

Fixed Asset #

3454

Department Name:

Parks

Fleet Number/Unit

1403

Year Requested:

2023

Division:

Parks

Description of Requested Equipment

pickup with plow

Estimated Useful life of new equipment:

12

Purpose (check all that apply)

Scheduled replacement

x

Obsolete equipment

Reduce personnel time

Expand service

New service

Comply with mandate

Improve procedures

Cost efficiency

Current Information

Age of Equipment

11

Condition of Equipment

fair

total repair costs

\$ 17,500.00

miles or hours

79366

Information on Replacement year

Age of Equipment

12

Condition of Equipment

fair

Will equipment be sold or traded?

If not, why?

moved to seasonal use

Purchase price:

\$ 55,000.00

Trade (if any)

Net Purchase price

\$ 55,000.00

Equipment Request Form

Today's Date:

6/2/2022

Program Number:

1500

Fixed Asset #

2972

Department Name:

Parks

Fleet Number/Unit

4202

Year Requested:

2023

Division:

Parks

Description of Requested Equipment

1 ton dump truck

Estimated Useful life of new equipment:

12

Purpose (check all that apply)

Scheduled replacement

x

Obsolete equipment

Reduce personnel time

Expand service

New service

Comply with mandate

Improve procedures

Cost efficiency

Current Information

Age of Equipment

17

Condition of Equipment

fair

total repair costs

\$ 38,400.00

miles or hours

58847

Information on Replacement year

Age of Equipment

18

Condition of Equipment

fair

Will equipment be sold or traded?

If not, why?

moved to seasonal use and older truck sold

Purchase price:

\$ 100,000.00

Trade (if any)

\$ 2,000.00

Net Purchase price

\$ 98,000.00

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

FUND	<u>210</u>	TOTAL	
		COST	<u>\$41,000</u>
PROGRAM	<u>9210</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Purchase ballfield groomer

DESCRIPTION:
(Include estimated cost) Add a three wheel smaller ballfield groomer for the grass infield fields. This will also have attachments for maintaining the lips on all of our fields.

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)		Broaden Recreational Opportunities
		Maintain & Enhance Community Connections
		Expand full spectrum housing
		Foster Positive Business Environment
	X	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Increases overall maintenance for the grass infields.

Equipment Request Form

Today's Date:	6/2/2022	Fixed Asset #	3036
Program Number:	1200	Fleet Number/Unit	4201
Department Name:	Streets	Division:	Streets
Year Requested:	2023		

Description of Requested Equipment

1 ton dump truck

Estimated Useful life of new equipment: 12

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	16
Condition of Equipment	fair
total repair costs	\$ 35,121.00
miles or hours	70480

Information on Replacement year

Age of Equipment	17
Condition of Equipment	fair
Will equipment be sold or traded?	
If not, why?	

moved to seasonal use and older truck sold

Purchase price:	\$ 100,000.00
Trade (if any)	\$ 2,000.00
Net Purchase price	\$ 98,000.00

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

FUND	<u>210</u>	TOTAL	
		COST	<u>\$55,000.00</u>
PROGRAM	<u>9210</u>		
OBJECT	<u>4530</u>		
NEW LEVEL OF SERVICE?	<u>yes</u>		

EXPLAIN CHANGE Add pickup truck with plow for the new FT street position

DESCRIPTION: 3/4 ton pickup and plow \$55,000.00
(Include estimated cost)

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

☐	Broaden Recreational Opportunities
☐	Maintain & Enhance Community Connections
☐	Expand full spectrum housing
☐	Foster Positive Business Environment
☒	Maintenance of Operations
☐	Service Excellence & Fiscal Stewardship
☐	High Performance & Inclusive Employer

This truck with plow is needed in the Streets department for the new FT position. It will be used for help in plowing cul-de-sac-routes and in the near future another route will be created. It also will help in keeping the same level of service, and help transport street personnel and tools to the job site.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

It will effect the time to make the roads passable and take longer to get street personnel to the job site and make us less efficient.

Equipment Request Form

Today's Date:	6/9/2022	Fixed Asset #	3667
Program Number:	0500	Fleet Number/Unit	1263
Department Name:	PS Police	Division:	21
Year Requested:	2023		

Description of Requested Equipment

Replace Investigations fleet car. End of life service of 10 years due to increasing maintenance costs and age of equipment.

Estimated Useful life of new equipment: 10 Years

Purpose (check all that apply)

Scheduled replacement	X
Obsolete equipment	
Reduce personnel time	
Expand service	X
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	X

Current Information

Age of Equipment	2013
Condition of Equipment	Fair
Total repair costs	\$ 19,114.48
2022 miles or hours	101,780

Information on Replacement year

Age of Equipment	10
Condition of Equipment	Fair
Will equipment be sold or traded?	Sold

If not, why?

--

Purchase price:	\$ 45,000.00
Trade (if any)	
Net Purchase price	\$ 45,000.00

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

FUND	<u>710</u>	TOTAL	
		COST	<u>53,000</u>
PROGRAM	<u>1700</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE Add a hoist, replace drive on hoist, rearrange a hoist.

DESCRIPTION: Add a two post rotary hoist to the shop in the empty spot, replace with drive on hoist with a two post rotary hoist and rearrange the other hoist so they all fit. These hoists will allow the mechanics to lift any piece of equipment up to 20,000lbs. This will help the shop become more safe as the mechanics can work on their feet with the vehicle supported by a hoist. Rather than working on a creeper underneath a vehicle supported by jack stands. This hoist will also increase production and mechanics will be able to work on more pieces of equipment at the same time. We are working on more equipment and need more hoists to be as efficient as possible.

JUSTIFICATION:		Broaden Recreational Opportunities
(which part of the strategic plan)		Maintain & Enhance Community Connections
(describe - how does it fit?)		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Decreased production as vehicles have to be moved around when waiting on parts. lose efficiencies when working on multiple pieces of equipment, less equipment can be worked on at the same time, more money spent contracting out repairs

Equipment Request Form

Today's Date:	6/9/2022		
Program Number:	0800	Fixed Asset #	
Department Name:	PS Fire	Fleet Number/Unit	
Year Requested:	2023	Division:	26

Description of Requested Equipment

Replace 10 of the fire department's 800 mhz radios in 2023 at the cost of approximately \$6,255 per radio, including equipment, for a total of \$62,550 (2022 State of MN contract pricing). Our current radios are ending factory support in 2019, and may be difficult, if not impossible, to be repaired.

Estimated Useful life of new equipment: 10 years

Purpose (check all that apply)

Scheduled replacement	X
Obsolete equipment	X
Reduce personnel time	
Expand service	
New service	
Comply with mandate	X
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	2007
Condition of Equipment	Fair
repair costs	
miles or hours	

Information on Replacement year

Age of Equipment	
Condition of Equipment	
Will equipment be sold or traded?	No

If not, why?

No longer supported by manufacturer.

Purchase price:	\$ 62,550.00
Trade (if any)	\$ -
Net Purchase price	\$ 62,550.00

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To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Rick Redenius, Deputy Director of Public Safety – Fire Chief

Date: June 8, 2022

Subject: 800 MHZ RADIO UPGRADE FOR 2023 AND 2024

INTRODUCTION

Public Safety currently uses 800 MHz radios for day-to-day operations and emergency incidents. The current radios are no longer being supported by their manufacturer; Motorola which was effective in 2019. This means that supplies to repair and operate these radios will be ending in the future. Another issue we will be facing is the federal government imposing an encryption standard for 800 MHz radios for which we can only accommodate on a handful of current radios. The department is wanting to upgrade a portion of our radio stock over a two-year plan to help overcome the current and future radio deficiencies we will experience.

BACKGROUND

The Cottage Grove Fire Department (CGFD) is an all-hazards organization providing fire suppression, advanced life support medical care and rescue. The department relied on very high frequency (VHF) radios since its inception for many years. After the 9/11/2001 attacks in New York. The federal government identified several major issues regarding response to a large-scale incident. One of the primary things was communication and the network needed to be able to have reliable communications between agencies.

In roughly 2007, Washington County communications began a migration from VHF communication to 800 Mhz communication. This was a several year project that led to increased radio coverage/reception and less talk over on the air in large incidents. Washington County is the lead agency for the radio system. This entails activating each radio, tracking them by user, maintaining each tower site on the system and repairs of each radio.

In 2019, Motorola announced that they were stopping production of our current portable radio model, the XTS2500 and they would be offering a new model, the APX6000. The APX6000 radio has many more capabilities than the XTS2500 due to technological upgrades which means the base price comes at a higher cost. Our agency has been able to acquire three of these units over the last several years and they have been a very dependable radio.

Currently each portable radio the department has "turned on" the radio system costs \$400 per radio per year. We currently have forty-two portable radios live on the system totaling \$16,800 per year. With a new radio use plan in place, we would see a reduction in yearly cost in 2023 of approximately \$9,200 dollars. This would help offset some of the cost of the purchasing radios in 2023 and 2024.

The current quote received from our radio purchasing company, Ancom Radio Communications, a Motorola Solutions subsidiary, shows the cost of purchasing 10 AXP 6000 radios, two batteries each, 1 antenna each, 1 belt clip holder each, 1 collar mic each and two bank chargers, totals \$62,544.90 at 2022 State of Minnesota contract pricing.

For 2024, we would request five more radios and one bank charger at an approximate cost of \$30,335.00 at 2022 State of Minnesota contract pricing.

RECOMMENDATION

With impending parts becoming scarce and the need to comply with federal mandating of radios being encrypted, it is recommended that we move forward with portable radio replacements in 2023 and 2024 to make sure we maintain our response capability regarding communication in public safety in the future.

The projected approximate costs are \$62,544.90 in 2023 and \$30,335.00 in 2024 at State of Minnesota contract pricing.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

FUND	<u>210</u>	TOTAL	
		COST	<u>\$55,000.00</u>
PROGRAM	<u>9210</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE New truck for the added employee in the Parks division.

DESCRIPTION:

(Include estimated cost)

Add truck with toolboxes and plow for fulltime staff

JUSTIFICATION:

(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Would need to be driven to jobsites and would have a plow truck in the winter

Equipment Request Form

Today's Date:	6/9/2022	Fixed Asset #	
Program Number:	0500	Fleet Number/Unit	
Department Name:	PS Police	Division:	21
Year Requested:	2024		

Description of Requested Equipment

Additional admin squad for community engagement and rotating investigator. We currently have 14 admin cars for 15 staff, this would increase the admins fleet to 15 for 15 staff.

Estimated Useful life of new equipment: 10 years

Purpose (check all that apply)

Scheduled replacement	
Obsolete equipment	
Reduce personnel time	
Expand service	X
New service	X
Comply with mandate	
Improve procedures	X
Cost efficiency	X

Current Information

Age of Equipment	
Condition of Equipment	
repair costs	
miles or hours	

Information on Replacement year

Age of Equipment	
Condition of Equipment	
Will equipment be sold or traded?	
If not, why?	

--

Purchase price:	\$45,000.00
Trade (if any)	
Net Purchase price	\$ 45,000.00

Equipment Request Form

Today's Date:	6/2/2022	Fixed Asset #	3106
Program Number:	1500	Fleet Number/Unit	7010
Department Name:	Parks	Division:	Parks
Year Requested:	2024		

Description of Requested Equipment

Enclosed trailer

Estimated Useful life of new equipment: 15

Purpose (check all that apply)

Scheduled replacement
Obsolete equipment
Reduce personnel time
Expand service
New service
Comply with mandate
Improve procedures
Cost efficiency

x

Current Information

Age of Equipment

16

Condition of Equipment

poor

total repair costs

\$ 13,300.00

miles or hours

n/a

Information on Replacement year

Age of Equipment

18

Condition of Equipment

poor

Will equipment be sold or traded?

If not, why?

sold

Purchase price:

\$ 10,000.00

Trade (if any)

\$ 500.00

Net Purchase price

\$ 9,500.00

Equipment Request Form

Today's Date:	6/15/2022	Fixed Asset #	3044
Program Number:	1500	Fleet Number/Unit	7013
Department Name:	Parks	Division:	41
Year Requested:	2024		

Description of Requested Equipment

trailer

Estimated Useful life of new equipment: 12

Purpose (check all that apply)

Scheduled replacement
Obsolete equipment
Reduce personnel time
Expand service
New service
Comply with mandate
Improve procedures
Cost efficiency

x

Current Information

Age of Equipment

17

Condition of Equipment

fair

total repair costs

\$ 20,100.00

miles or hours

Information on Replacement year

Age of Equipment

19

Condition of Equipment

poor

Will equipment be sold or traded?

sold

If not, why?

Purchase price:

\$ 12,000.00

Trade (if any)

\$ 1,000.00

Net Purchase price

\$ 11,000.00

Equipment Request Form

Today's Date:	6/15/2022	Fixed Asset #	3040
Program Number:	1500	Fleet Number/Unit	8705
Department Name:	Parks	Division:	41
Year Requested:	2024		

Description of Requested Equipment

Utility vehicle with sprayer

Estimated Useful life of new equipment: 12

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	17
Condition of Equipment	fair
total repair costs	\$ 18,700.00
miles or hours	825

Information on Replacement year

Age of Equipment	19
Condition of Equipment	poor
Will equipment be sold or traded?	sold

If not, why?

Purchase price:	\$ 60,000.00
Trade (if any)	\$ 4,000.00
Net Purchase price	\$ 56,000.00

Equipment Request Form

Today's Date:

6/2/2022

Program Number:

1500

Fixed Asset #

4036

Department Name:

Parks

Fleet Number/Unit

8401

Year Requested:

2024

Division:

Parks

Description of Requested Equipment

Replace plow on tractor unit 8401

Estimated Useful life of new equipment:

15

Purpose (check all that apply)

Scheduled replacement

x

Obsolete equipment

Reduce personnel time

Expand service

New service

Comply with mandate

Improve procedures

Cost efficiency

Current Information

Age of Equipment

15 plus?

Condition of Equipment

poor

total repair costs

miles or hours

n/a

Information on Replacement year

Age of Equipment

Condition of Equipment

Will equipment be sold or traded?

If not, why?

poor

sold

Purchase price:

\$ 35,000.00

Trade (if any)

Net Purchase price

\$ 35,000.00

Equipment Request Form

Today's Date:	6/2/2022	Fixed Asset #	3934
Program Number:	1500	Fleet Number/Unit	8504
Department Name:	Parks	Division:	Parks
Year Requested:	2024		

Description of Requested Equipment

Mower

Estimated Useful life of new equipment: 8

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	7
Condition of Equipment	fair
total repair costs	\$ 41,865.00
miles or hours	3446

Information on Replacement year

Age of Equipment	9
Condition of Equipment	poor
Will equipment be sold or traded?	
If not, why?	

sold

Purchase price:	\$ 105,000.00
Trade (if any)	\$ 3,000.00
Net Purchase price	\$ 102,000.00

Equipment Request Form

Today's Date:	6/15/2022	Fixed Asset #	3545
Program Number:	1000	Fleet Number/Unit	5011
Department Name:	Inspections	Division:	13
Year Requested:	2024		

Description of Requested Equipment

escape

Estimated Useful life of new equipment: 12

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	11
Condition of Equipment	good
total repair costs	\$ 12,433.00
miles or hours	59123

Information on Replacement year

Age of Equipment	13
Condition of Equipment	fair
Will equipment be sold or traded?	sold

If not, why?

Purchase price:	\$ 45,000.00
Trade (if any)	\$ 4,000.00
Net Purchase price	\$ 41,000.00

Equipment Request Form

Today's Date:	6/15/2022	Fixed Asset #	3997
Program Number:	1200	Fleet Number/Unit	8409
Department Name:	Streets	Division:	31
Year Requested:	2024		

Description of Requested Equipment

Utility vehicle with attachments

Estimated Useful life of new equipment: 8

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	6
Condition of Equipment	fair
total repair costs	\$ 71,956.00
miles or hours	1230

Information on Replacement year

Age of Equipment	8
Condition of Equipment	poor
Will equipment be sold or traded?	
If not, why?	

kept and older one will be sold

Purchase price:	\$ 161,000.00
Trade (if any)	\$ -
Net Purchase price	\$ 161,000.00

Equipment Request Form

Today's Date:	6/15/2022	Fixed Asset #	3890
Program Number:	1200	Fleet Number/Unit	8509
Department Name:	Streets	Division:	31
Year Requested:	2024		

Description of Requested Equipment

John Deere mower with broom, and cab

Estimated Useful life of new equipment: 8

Purpose (check all that apply)

Scheduled replacement	x
Obsolete equipment	
Reduce personnel time	
Expand service	
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	8
Condition of Equipment	poor
total repair costs	\$ 62,000.00
miles or hours	3281

Information on Replacement year

Age of Equipment	10
Condition of Equipment	poor
Will equipment be sold or traded?	sold

If not, why?

--

Purchase price:	\$ 45,000.00
Trade (if any)	\$ 3,000.00
Net Purchase price	\$ 42,000.00

Equipment Request Form

Today's Date:	6/9/2022	Fixed Asset #	3972
Program Number:	0500	Fleet Number/Unit	1660
Department Name:	PS Police	Division:	21
Year Requested:	2024		

Description of Requested Equipment

Replace admin/training fleet car due to increasing maintenance costs and age of equipment.

Estimated Useful life of new equipment: 10 Years

Purpose (check all that apply)

Scheduled replacement	X
Obsolete equipment	
Reduce personnel time	
Expand service	X
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	X

Current Information

Age of Equipment	2016
Condition of Equipment	Fair
Total repair costs	\$ 15,803.44
2022 miles or hours	108,035

Information on Replacement year

Age of Equipment	10
Condition of Equipment	Fair
Will equipment be sold or traded?	Sold

If not, why?

--

Purchase price:	\$ 45,000.00
Trade (if any)	
Net Purchase price	\$ 45,000.00

Equipment Request Form

Today's Date:	6/9/2022	Fixed Asset #	3669
Program Number:	0500	Fleet Number/Unit	1247
Department Name:	PS Police	Division:	21
Year Requested:	2024		

Description of Requested Equipment

Replace Investigations fleet car. End of life service of 10 years due to increasing maintenance costs and age of equipment.

Estimated Useful life of new equipment: 10 Years

Purpose (check all that apply)

Scheduled replacement	X
Obsolete equipment	
Reduce personnel time	
Expand service	X
New service	
Comply with mandate	
Improve procedures	
Cost efficiency	X

Current Information

Age of Equipment	2013
Condition of Equipment	Fair
Total repair costs	\$ 14,577.12
2022 miles or hours	83,995

Information on Replacement year

Age of Equipment	10
Condition of Equipment	Fair
Will equipment be sold or traded?	Sold

If not, why?

--

Purchase price:	\$ 45,000.00
Trade (if any)	
Net Purchase price	\$ 45,000.00

Equipment Request Form

Today's Date:	6/9/2022	Fixed Asset #	
Program Number:	0800	Fleet Number/Unit	
Department Name:	PS Fire	Division:	26
Year Requested:	2024		

Description of Requested Equipment

Replace 5 of the fire department's 800 mhz radios in 2024 and purchase one bank charger, for a total of \$30,335 (2022 State of MN contract pricing). Our current radios are ending factory support in 2019, and may be difficult, if not impossible, to be repaired.

Estimated Useful life of new equipment: 10 years

Purpose (check all that apply)

Scheduled replacement	X
Obsolete equipment	X
Reduce personnel time	
Expand service	
New service	
Comply with mandate	X
Improve procedures	
Cost efficiency	

Current Information

Age of Equipment	2007
Condition of Equipment	Fair
repair costs	
miles or hours	

Information on Replacement year

Age of Equipment	
Condition of Equipment	
Will equipment be sold or traded?	No
If not, why?	

No longer supported by manufacturer.

Purchase price:	\$ 30,335.00
Trade (if any)	\$ -
Net Purchase price	\$ 30,335.00

\\cocg-fs1\common\BUDGET\2023 Budget\Equipment\2024\Public Safety\EQVE 2024 0800.01 - FD Radios.x

Equipment Request Form

Today's Date:	6/15/2022	Fixed Asset #	1591
Program Number:	0800	Fleet Number/Unit	3115
Department Name:	Fire	Division:	26
Year Requested:	2024		

Description of Requested Equipment

Engine 1 has reached its end of service life and parts will no longer be available. Repairs will continue to be significant if not replaced. Former replacement schedule was 30 years; however, proposing to move to the industry standard of 15 years.

Estimated Useful life of new equipment: 15 yrs

Purpose (check all that apply)

Scheduled replacement	X
Obsolete equipment	X
Reduce personnel time	
Expand service	
New service	
Comply with mandate	X
Improve procedures	
Cost efficiency	X

Current Information

Age of Equipment	28 yrs
Condition of Equipment	Fair
Total repair costs (PW only until 22)	\$47,217.70
miles or hours	42,790

Information on Replacement year

Age of Equipment	29 yrs
Condition of Equipment	Poor
Will equipment be sold or traded?	Yes

If not, why?

--

Purchase price:	\$ 460,000.00
Trade (if any)	
Net Purchase price	\$ 460,000.00



To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Rick Redenius, Deputy Director of Public Safety – Fire Chief
Nick Arrigoni, Captain

Date: March 26, 2022

Subject: **EQUIPMENT REPLACEMENT FOR 2024**

INTRODUCTION

Engine 1 – 1994 custom fire freightliner is due for replacement based on age and current maintenance/repair costs. The longest replacement schedule for fire engines is 30 years. Many departments around the metro have moved to a 10–15-year replacement plan. This not only helps lower maintenance and repair costs, but resale value would be higher. Manufacturers only guarantee part availability for roughly 20 years, making it difficult to service an engine that is at the end of its life expectancy. Since our current replacement schedule is 30 years, parts needing to be custom fabricated to keep the vehicle operational.

BACKGROUND

While Engine 1 has been part of our fleet through multiple operational changes, when CGFD went to a duty crew model, the truck has been seldomly used. Being our oldest truck in the fleet, it has been placed at Station 4, which is only staffed during all call responses or larger incidents. Engine 1 was primarily used in the times of paid on call and "squad nights," meaning each station in the city needed a fire suppression unit (engine or ladder). Since 2019, Engine 1 had been assigned to a total of 23 calls and has "pumped" at zero of them. This is compared to Engine 4 having been assigned to 760 calls and Ladder 2 being assigned to 423 calls, which were our front-line apparatus prior to Ladder 1 being placed in service. The proposed change would be to remove Engine 1 from the fleet and move up the replacement of Engine/Tender 3 from 2026 to 2024.

In addition to removing an engine from our fleet, we are proposing to move up our replacement plan on engines to 15 years and ladders to 20 years, with an engine going into a reserve status at 10 years. As previously stated, this will help a tremendous amount on maintenance/repair costs as well as resale value. We spend approximately \$6,500 (or more) on Engine 1 every year to be rarely used. Since CGFD went to a duty crew model and Central Fire Station was built, all operations have been out of CFS. We currently have Engine 4, Ladder 1, Ladder 2, and Engine/Tender 3 housed at CFS. Our current and future operations have proved that we no longer need this large of a fleet. Since Station 4 is primarily used for our all-call responses, this proposed change would move Ladder 2 from the CFS to Station 4, which ensures staff have a versatile and capable fire suppression unit when they respond. The proposed change will allow us to also save money in equipment costs over the years. Going forward, we would need to purchase fewer SCBA's, radios (both mounted and portable), tools, hose, and nozzles. Overall costs associated with testing, maintenance, and repair costs would decrease as well.

RECOMMENDATION

The fleet team has taken a considerable amount of time to form the equipment replacement plan and the proposed changes. We believe removing Engine 1 from the fleet and moving up the replacement of Engine/Tender 3 from 2026 to 2024 will best serve the community going forward. Maintenance and equipment costs will only continue to rise if we do not put an efficient replacement schedule in place. The fleet team believes the proposed changes should be implemented to continue to deliver outstanding service to our citizens all while being fiscally responsible and better aligning our fleet as we move to a smaller and more efficient staffing model.



City Council Action Request

3L

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title 2023 Budget Additions

Staff

Recommendation

Budget Implication Based on Discussion

Attachments 2023 Budget Additions

2023 BUDGET ADDITIONS

Item #	Fund	Program	Department	Dept Request Cost	Fund with 2022 Savings	Include in 2023 Budget	Denied	Description	Comments
0.1		0110-4300	Administration	25,000	25,000	-		New Agenda software	
0.2		0110-4300	Administration	25,000	25,000	-		Recodification	
		0110 Total		50,000	50,000	-	-		
0		0400-4530	Emergency Mgmt	10,000	-		10,000	Replace warning siren-Additional funds needed	
		400 Total		10,000	-	-	10,000		
1		0500-4372	Patrol	7,000	-	7,000		Add emergency fencing consortium to protect City Hall & Hero Center	
1.1		0500-4530	Patrol	93,000	-	93,000		Squad Price Increases	
1.2		0500-4280	Patrol	30,000	-	-	30,000	Adjustable LED RMR Optic	
1.3		0500-4210	Patrol	15,000	-	15,000		Increase firearms budget for ammunitions	
		500 Total		145,000	-	115,000	30,000		
2		0800-4372	Fire	67,260	67,260	-		Fix cracks & seal coat garage floor CFS	
2.1		0800-4305	Fire	8,000	-	8,000		JPA Agreement with EMTF for Training	
			Fire					New Model	
		800 Total		75,260	67,260	8,000	-		
2.2		1100-4300	Planning	20,000	20,000	-		Update City's Subdivision Ordinance	
		1100 Total		20,000	20,000	-			
3		1290-4210	Snow Plow	22,350	-	22,350		Salt price increase	
		1290 Total		22,350	-	22,350	-		
4		1500-4120	Park maintenance	16,320	-	16,320		Add additional seasonal staff	
5		1500-4210	Park maintenance	10,000	-	10,000		increase operating supplies	
6		1500-4217	Park maintenance	620	-	-	620	uniform allowance for new position in 2023	
7		1500-4371	Park maintenance	3,570	-	-	3,570	budget addition for covering cost of court resurfacing	
8		1500-4380	Park maintenance	10,000	-	10,000		increase to cover new contract for portable restrooms	
9		1500-4405	Park maintenance	4,650	-	4,650		increased waste costs	
10		1516-4120	Park maintenance	8,800	-	8,800		add another intern to help w/maintenance	
11		1516-4210	Park maintenance	12,450	-		12,450	annual plant cost increase	
11.1		1500-4210	Park maintenance	50,000	-	-	50,000	Natural Resources Inventory	
		1500/1516 Total		116,410	-	49,770	66,640		
12		2500-4372	PSCH	40,000	-	40,000		facility maintenance labor cost	
13		2500-4372	PSCH	67,000	67,000			fix cracks, scaling, seal garage floor in PS garage	
		2500 Total		107,000	67,000	40,000			
		100 Total		546,020	204,260	235,120	106,640	FUND 100	

2023 BUDGET ADDITIONS

Item #	Fund	Program	Department	Dept Request Cost	Fund with 2022 Savings	Include in 2023 Budget	Denied	Description	Comments
14	230	3200-4305	Stormwater Utility	6,000	-	6,000		MS4 permit fee increase	
15	230	3200-4371	Stormwater Utility	50,000	-	50,000		increase for revenues reduced in 2017	
16	230	3200-4530	Stormwater Utility	55,000	-	55,000		Pick-up Truck for new Stormwater Lead	
	230 Total			111,000	-	111,000	-	FUND 230	
17	250	3700-4540	Ice Arena	8,000	-	8,000		Exterior door replacement	
18	250	3700-4540	Ice Arena	39,000	-	39,000		Warming room bathrooms updates	
19	250	3700-4540	Ice Arena	13,000	-	13,000		Perfect Fryer	
20	250	3700-4540	Ice Arena	7,000	-	7,000		Ice Paint Cart	
	250 Total			67,000	-	67,000	-	FUND 250	
21	255	2100-4540	Golf Course	10,300	-	10,300		enhance options for golfers coming to course	
22	255	2105-4530	Golf Course	20,000	-	20,000		Asphalt replacement	
23	255	2105-4530	Golf Course	183,000	-	183,000		irrigation replacement/course improvements	
24	255	2105-4530	Golf Course	20,000	-	20,000		equipment replacement-electric utility cart	
25	255	2105-4530	Golf Course	20,000	-	20,000		equipment replacement-electric utility vehicle	
26	255	2105-4530	Golf Course	20,000	-	20,000		equipment replacement-electric utility cart	
	255 Total			273,300	-	273,300	-	FUND 255	
26.1		3000-4530	Water	55,000	-	55,000		Add Pick-up for additional employee	
	610 Total			55,000	-	55,000	-	FUND 610	
27	710	1700-4370	Fleet	70,000	-	70,000		increased number of lead vehicle/repairs	
28	710	1700-4530	Fleet	8,000	-	-	8,000	add a CNC plasma table to shop	
29	710	1700-4530	Fleet	53,000	-	-	53,000	add hoist, replace drive on hoist, rearrange	
	710 Total			131,000	-	70,000	61,000	FUND 710	
30	720	0380-4280	IT	9,600	-	9,600		Larger HD monitors for planners/inspectors	
31	720	0380-4280	IT	15,000	-	-	15,000	Add Toughbook to 3 fire vehicles	
32	720	0380-4280	IT	4,000	-	4,000		new switch for New IT room remodel	
33	720	0380-4280	IT	28,000	-	-	28,000	Add electronic locks to Hamlet Park bldg.	
34	720	0380-4280	IT	1,200	-	1,200		add 2 surveillance cameras to RO maint.	
35	720	0380-4370	IT	38,000	-	-	38,000	replace wireless locks at PW	
36	720	0380-4370	IT	28,000	-	-	28,000	Add electronic locks to Woodridge Park bldg.	
37	720	0380-4371	IT	17,375	-	-	17,375	Add Electronic locks to Fire Stations 3&4	
38	720	0380-4310	IT	5,730	-	-	5,730	Add call accounting to Mitel phone system	
	720 Total			146,905	-	14,800	132,105	FUND 720	
	Grand Total			1,330,225	204,260	826,220	299,745		
				546,020				TOTAL FUND 100	
				784,205				TOTAL ALL OTHER FUNDS	
Other Changes									
		Delay hiring of Parks employee and replacement of new Parks Vehicle until 2024							
		Delay replacement of Police 2016 Ford Administration Vehicle							
		Delay purchase of new Police Admin Vehicle							

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-0.1

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>0110</u>	COST	<u>\$25,000</u>
OBJECT	<u>4300</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE New Agenda Software

DESCRIPTION:

(Include estimated cost) Purchase Agenda Software to efficiently process and manage meeting agenda's, minutes and voting records.

JUSTIFICATION:

(which part of the strategic plan)
() scribe - how does it fit?)

	Broaden Recreational Opportunit
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Agenda software would create efficiency by helping process agenda requests and packets. Agenda packets are getting larger and more difficult to send electronically. Without the agenda software Councilmembers, Commissioners and staff have difficulty opening important packets. If not approved staff will continue using Access and Laserfiche to process meeting agendas. This process is unreliable and time-consuming.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023 - 0.2

FUND ID	<u>100</u>	TOTAL	
		COST	<u>\$25,000</u>
PROGRAM	<u>0110</u>		
OBJECT	<u>4300</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Recodification

DESCRIPTION:

(Include estimated cost)

A complete repeal and replacement of City Code.

JUSTIFICATION:

(which part of the strategic plan)

(Describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

The City Code has not been recodified since 2000. Staff and Council have spent many hours reviewing and revising the code. The last step will be to recodify the code and publish the ordinances.


FUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE



To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Gwen Martin, Deputy Director of Public Safety

Date: June 8, 2022

Subject: BUDGET ADDITION 0400.01 OUTDOOR WARNING SIREN

INTRODUCTION

For many years we have been able to repair and maintain our 11 aging outdoor warning sirens with the existing Emergency Management budget. Last year we had to replace one of the three sirens purchased and installed in 1986 when it stopped working (Pine Coulee Park location). There are two remaining 1986 sirens that need to be replaced before they stop working (Islay Ave/95th St and Hadley Ave/100th St). In addition, there are three areas in Cottage Grove (Ravine Parkway/Keats Ave, 11900 block of Grey Cloud Trail, 9500 block of Military Road) that are not covered by our existing outdoor warning sirens.

BACKGROUND

In September 2020, Federal Warning Siren performed an acoustic analysis of our current outdoor warning sirens and identified three distinct gaps in coverage. One of these gaps contains Ravine Park, an area for outdoor recreation frequented by residents and visitors. Another gap encompasses Grey Cloud Island, which includes Hazen P. Mooers park, Camp Galilee, and the soon-to-be-developed former Mississippi Dunes golf course area. The last gap contains the developing residential area east of Jamaica Avenue and north of Military Road. Installing outdoor warning sirens in these areas that lack coverage will ensure that individuals who are outside will be warned when severe weather approaches.

RECOMMENDATION

Increase the Emergency Management budget by \$10,000 to a total of \$27,100 (\$17,500 for siren/connection & \$9,500 for installation) in 2023 for a siren replacement, increase by \$14,390 to a total of \$32,000 in 2024 for a siren addition, and plan on maintaining the Emergency Management budget (0400-4530) of \$32,000 in subsequent years. This will help cover costs to add a new siren in 2025, 2026, and anticipation of three future replacement sirens for two that were purchased and installed in 1991 and one in 1994.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023- ①

FUND General 100 TOTAL
PROGRAM 0500 COST \$7,000
OBJECT 4372
NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE Add emergency fencing consortium to protect City Hall & HERO Center

DESCRIPTION: Total cost is \$12,000 and will be split between PD and HERO Center. PD is (Include estimated cost) responsible for \$7,000 and HERO Center \$5,000.

JUSTIFICATION:

(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

This is a state-wide fence consortium to purchase, maintain and set up security fencing, should the need arise due to civil disturbance.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

If a civil disturbance arises due to a critical incident within the city, not having this fencing could expose the facilities to damage and/or destruction as we have seen in other parts of the metro area.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-1.1

FUND General 100 TOTAL
PROGRAM 0500 COST \$93,000
OBJECT 4530
NEW LEVEL OF SERVICE? NO

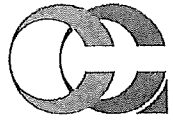
EXPLAIN CHANGE Increase budget to reflect price increases and availability.

DESCRIPTION: Current approved squad budget for 6 vehicles (\$315,000) is inadequate to
(Include estimated cost) actually purchase and outfit due to inflationary costs. Increase per squad
went from \$52,500 to \$68,000.

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)		Broaden Recreational Opportunities
		Maintain & Enhance Community Connections
		Expand full spectrum housing
		Foster Positive Business Environment
	X	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

See attached memo and quote.

SERVICE LEVEL IMPACTS IF NOT APPROVED:
The inability to adequately maintain a working patrol fleet to provide police services to the community.



Cottage
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Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Greg Rinzel, Deputy Director of Public Safety

Date: June 13, 2022

Subject: BUDGET ADDITION 0500.04 SQUAD INCREASES

INTRODUCTION

This memo outlines not only the cost of increase in equipment, but also the inability to order and receive squad cars if at all. The approved 2023 budget numbers reflect 6 squad cars at \$52,500 per vehicle, including all equipment and changeover, totaling \$315,000. This number needs to increase in 2023 to reflect the actual amount needed to purchase 6 squads. A budget addition of \$93,000 is needed to purchase and outfit the approved number of squads.

BACKGROUND

Over the last 5 budget cycles, we have been varying the number of purchased squad cars between 4 and 6, depending upon the need. At this point moving forward, in order to not interrupt patrol services, we need to purchase and equip 6 squad cars each year. Not unlike other commodities, the purchase price of the vehicle and all equipment has drastically increased in price and availabilities, and in some cases, there is no availability to get squads past the initial opening to the state contracts. At this point, either we purchase the required number of cars, or we have no ability to get one later.

The squad committee met with our current squad vendor and received a detailed quote based upon 2022 numbers for equipment and set up. We are uncertain if the prices quoted will extend into 2023; however, we do know they will not be less than the amount quoted. This budget addition is also based on 2022 vehicle purchase prices from the state contract, which we feel will increase in 2023 as well. To purchase and outfit one squad went from \$52,500 to \$68,000 – almost a 30% increase in costs. This cost will likely increase into the 2024 budget, which will require another budget addition in 2024. See the attached provided quotes.

RECOMMENDATION

Approve the budget addition of \$93,000 for 2023 and future budgets to effectively patrol and police the community, as it is imperative that we order all 6 squad cars as soon as the state contract opens to maintain our scheduled fleet rotation.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023- 1.2

FUND General 100 TOTAL
PROGRAM 0500 COST \$30,000
OBJECT 4280
NEW LEVEL OF SERVICE? NO

EXPLAIN CHANGE Changeover to red dot sights on handguns to drastically improve officer's capabilities during deadly force encounters.

DESCRIPTION: Adjustable LED RMR optic, mounting kit and viable holster to outfit our
(Include estimated cost) agency plus additional weapons in case of a critical incident - \$30,000.

JUSTIFICATION:

(Which part of the strategic plan)
(Describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
X	High Performance & Inclusive Employer

See attached memo.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Potential of a less than ideal outcome during a rapidly unfolding, possible deadly force, situation.

Giving officers the best equipment available to protect themselves and the community.



To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Greg Rinzel, Deputy Director of Public Safety

Date: May 25, 2022

Subject: BUDGET ADDITION 0500.02 RDS BUDGET ADJUSTMENT

INTRODUCTION

The purpose of this memo is to outline the importance and necessity of the pistol red dot sights (RDS) for duty use. A brief history: The Cottage Grove Police Department began a long term test and evaluation period in February 2020 which tested the effectiveness of the RDS system and showed the Firearms Training staff the advantages of this system. During this time period the Firearms Instructor staff quickly observed vast advantages with the system and moved forward developing criteria for a voluntary deployment of the system to our Officers. The initial voluntary rollout was implemented in April of 2022 and immediately we observed improvements in confidence and ability with our Officers after their initial training on the weapon system.

BACKGROUND

There are several factors to look at regarding the switch to red dot pistol optics. The first main advantage of the RDS is that it only requires one focal plane for shooting: threat or target focus. This means that the use of a red dot allows the shooter to maintain a constant focus on the threat. For law enforcement officers this means that the use of a RDS on a duty handgun allows them to maintain a constant focus history on the threat for the entire period of an engagement. Not only does this allow an officer to remove the need to refocus for sight alignment or sight picture, but it also allows the officer to have a clear picture of the threat up and including the moment where force is used.

The second noticeable improvement is regarding overall accuracy with the use of the RDS. The general fundamentals of iron sight use require sight alignment, which is to place the front sight of the handgun into the rear notch and center it as accurately as possible while ensuring the height of the front sight post is equal to the height of the rear sight notch. This also requires your focus to be on the front sight, which draws your focus away from your target. With the use of an RDS setup Officers can increase their target accusation speed and have an easier time making accurate shots.

The final improvement considers the human body and its capabilities. The human body is only able to have foveal vision, which means we only have the ability to focus on one thing at a time. This paired with how the human body and our vision reacts under stress, causes disadvantages for the iron sight design of the pistol. When we are faced with stressful situations (such as Officer Involved Shootings) complaints of tunnel vision, blurred vision, loss of focus, and double vision are often heard due to the bodies release of Cortisol. All these factors lead to difficulty in obtaining a good sight picture with iron sights, however the RDS can assist in overcoming these involuntary responses.

When we consider the ever-present possibility of honest mistake-of-fact shootings, the unknown period of time an officer focuses back from the threat to hard focus on their front sight may be all the time it takes for a threat to surrender or otherwise cease to be a threat. This small (or longer) moment of time, when the focus is taken from the threat to the front sight, has never been available to correct for officers when using a proper sight picture. The RDS gives officers an ability to not have this target focus loss they did not possess previously. This fact alone makes the RDS highly advantageous over any traditional iron sight system in use today and is a worthwhile option for every Officer.

RECOMMENDATION

Approve the costs associated with the purchase of the Trijicon 3.25 MOA Adjustable LED RMR Type 2 Optic, the Trijicon Mounting Kit, and a viable holster. The individual Officer cost ranges from \$615.80 to \$635.43. With our current staffing of 44 Officers the cost to outfit our Agency plus have additional weapons in case of a critical incident, is estimated at \$30,000.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023 - 1.3

FUND General 100 TOTAL
PROGRAM 0500 COST \$15,000
OBJECT 4210
NEW LEVEL OF SERVICE? NO

EXPLAIN CHANGE Increase firearms budget for ammunitions.

DESCRIPTION: Increase our operating supplies budget (\$54,000), which includes the
(Include estimated cost) firearms budget of \$28,500 (0532-4210), by \$15,000 in 2023 to \$69,000 and
continue with inflationary costs moving forward.

JUSTIFICATION:

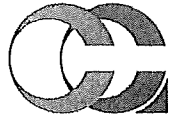
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

See attached memo.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Police Officer licensing not renewed, removing less lethal options to de-escalate incidents.



Cottage
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Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Greg Rinzel, Deputy Director of Public Safety

Date: May 25, 2022

Subject: BUDGET ADDITION 0500.01 AMMUNITIONS

INTRODUCTION

We have been able to maintain the firearms budget within means with no increase over the past 8 years, which is a credit to our fiscal responsibility. Our current firearms budget (\$28,500) has not been increased since prior to 2015, and this budget is no longer sustainable. With current inflation and price increases along with a delay in delivery, we are looking to increase this budget by \$15,000 for 2023 and beyond. This increase merely allows us to continue our mandated training.

BACKGROUND

The firearms budget (0532-4210) is budgeted within operating supplies (0500-4210). Our operating supplies budget has only increased 4% since 2019, but this has not affected the firearms budget, which has remained the same. The firearms budget includes purchasing ammunition for both lethal and less lethal weapon platforms.

The current pricing for handgun and rifle munitions has increased and is anticipated to continually increase each year. In order to have the necessary ammunition in stock for annual training, there is an additional expense of \$6,000 to cover inflationary costs and delays in delivery of munitions.

With changing dynamics in the law enforcement community, including civil disturbance, we have added two additional less lethal platforms in the last two years. The three less lethal platform increase/additional pricing includes: PepperBall (\$6,600), 40mm munitions (\$1,200), 12ga munitions (\$1,200). These additional munitions need to be purchased within this budget. In addition to general inflation and price increases, there has been a significant delay in receiving shipments. To ensure we have adequate supplies; we have to take into consideration purchasing additional munitions so we can meet our POST Board training requirements.

RECOMMENDATION

Increase our operating supplies budget (0500-4210), which includes firearms (0532-4210), by \$15,000 in 2023 and continue with inflationary costs moving forward.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-2

FUND General 100 TOTAL
PROGRAM 0800 COST \$67,260.00
OBJECT 4372
NEW LEVEL OF SERVICE? NO

EXPLAIN CHANGE Fix cracks and seal/coat garage floor in Central Fire Station.

DESCRIPTION: Fix the cracks and seal/coat the garage floor in the Central Fire Station for
(Include estimated cost) \$67,260. This will help increase the longevity of the concrete and preserve it
for years to come.

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

The sealing of the concrete floors in the bay areas and adjacent rooms will help negate the cracking
issues we are having with 4 year old floors. The sealant will help protect the floor from fluids from
apparatus. It will also help with slip protection for employees and visitors as the sealant will have a
textured surface.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

The floor will deteriorate at a much faster pace without the sealer and will need to be replaced

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-2.1

FUND	<u>General 100</u>	TOTAL	
PROGRAM	<u>0800</u>	COST	<u>\$8,000</u>
OBJECT	<u>4305</u>		
NEW LEVEL OF SERVICE?	YES		

EXPLAIN CHANGE Expand and enhance live fire ground training and access.

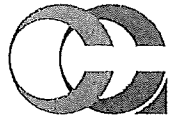
DESCRIPTION: The East Metro Training Facility (EMTF) is expanding their Joint Power Agreement (JPA) to include additional cities. Joining the JPA expands the department's training options and provides open access to specialized fire training not currently available. The cost of JPA membership is \$200 per firefighter per year. 40 Firefighters x \$200 = \$8,000 per year.

JUSTIFICATION: (Which part of the strategic plan) (Describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☒	Service Excellence & Fiscal Stewardship
	☒	High Performance & Inclusive Employer

See attached memo.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Failure to take advantage of JPA membership will result in increased site fees and limited training availability. Without access to the training facility, it becomes nearly impossible to ensure firefighter skills are up to date and inline with evolving industry standards and best practices under live fire



**Cottage
Grove**

Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Rick Redenius, Deputy Director of Public Safety

Date: May 24, 2022

Subject: BUDGET ADDITION 0800.01/0800.02 EMTF JOINT POWER AGREEMENT

INTRODUCTION

The East Metro Public Safety Training Center, also known as East Metro Training Facility (EMTF), is in Maplewood. It is a comprehensive fire training location, offering two large fire simulator buildings and classroom space. The fire simulation buildings are designed to be "burn buildings," capable of hosting propane gas and class A material live burns and offers a variety of configurations for fire scenarios. The facility also includes several fire specific training props such as standpipe, vertical ventilation, and car fire props.

The current EMTF joint power agreement (JPA) is between four cities: Maplewood, Oakdale, North St. Paul, and Lake Elmo. The JPA member cities are interested in expanding membership to other interested municipalities.

BACKGROUND

The Cottage Grove Public Safety - Fire Division is an all-hazards organization providing fire suppression, advanced life support medical care and rescue. The current training standard for the organization is 24 hours of fire specific training per year per firefighter. This is a standard recommended by the Minnesota Board of Firefighter Training and Education (MBFTE) and the Minnesota Fire Certification Board. Additionally, at a minimum, one live burn training per year per firefighter is recognized as a training standard and best practice by the MBFTE.

Over the past two years, the CGFD has been fortunate to facilitate several live burns in donated homes scheduled for demolition. However, we cannot depend on the availability of donated homes to meet training needs for a variety of reasons. Specifically, there are strict requirements surrounding the suitability of homes that may be burned. Additionally, as the city continues to grow, the availability of suitable homes diminishes. Donated structures also pose a significant safety risk, even in the context of training, that fixed training facilities do not pose. Finally, the preparation and labor hours required to prepare a donated structure for live burn training is cumbersome.

The EMTF provides several fixed training buildings with a multitude of arrangements to facilitate numerous training scenarios for live fire conditions. Because of the capabilities, which

include the ability to flow water and extinguish live fire, the facility has become popular amongst all metro area fire departments. The increased popularity, as well as training requirements set by the MBFTE and Certification Board, has made availability for non-JPA cities limited. For example, JPA cities receive first rights of consideration for scheduled training in addition to unlimited use throughout the year when the facility is available.

JPA membership costs \$200 per firefighter per year. It is anticipated the annual cost for Cottage Grove will be \$8000. In contrast, non-members have limited access options, no voting rights, and must pay \$2500 per training session. The membership cost qualifies for reimbursement from the MBFTE; however, reimbursement is dependent upon re-allocation of excess funds at the end of Minnesota's fiscal biennium. In addition, members maintain a voting position on both the executive committee and operations committee established by the JPA. The executive committee is the body that oversees the operation of the facility and is the voting body for operational decisions and direction. The operations committee works to identify training needs as well as manages overall maintenance and administrative functions of the facility. It is anticipated the Department will use the facility at a minimum of six times per year for day long training exercises.

RECOMMENDATION

The EMTF is the closest facility that offers amenities and state of the art fire training resources specific to maintaining skill competency in fire suppression and rescue. Additionally, becoming a full JPA member, we are granted open access to the facility and financial savings compared to non-JPA members. Finally, JPA membership can be withdrawn at any time by providing written notice of intent.

It is recommended that Cottage Grove enter the existing EMTF JPA between the Cities of Maplewood, Oakdale, North St. Paul, and Lake Elmo to begin January 1, 2023, at a cost of \$8,000 per year.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-2.2

FUND	<u>100</u>	TOTAL	
		COST	<u>\$ 20,000.00</u>
PROGRAM	<u>Planning 1100</u>		
OBJECT	<u>4300</u>		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE Update the City's Subdivision Ordinance

DESCRIPTION: This Budget add for 2022 will be to update the City's Subdivision
(Include estimated cost) Ordinance since the ordinance has not been updated since 1971
and does not potentially meet current State and local needs.

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)		Broaden Recreational Opportunities
		Maintain & Enhance Community Connections
	X	Expand full spectrum housing
	X	Foster Positive Business Environment
	X	Maintenance of Operations
	X	Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-3

FL	<u>100</u>	TOTAL	
		COST	<u>\$22,350.00</u>
PROGRAM	<u>1290</u>		
OBJECT	<u>4210</u>		
NEW LEVEL OF SERVICE?	<u>No</u>		

EXPLAIN CHANGE Salt price increase.

DESCRIPTION: We had an increase of salt from \$70.53 per ton to \$83.42 per ton
(Include estimated cost) delivered for the 2022-2023 plow season. And an increase to treat salt
from \$11.40 per ton to \$13.44 per ton. We will need to increase the
budget by \$22,350.00.

JUSTIFICATION:

(which part of the strategic plan)
(describe - how does it fit?)

☐	Broaden Recreational Opportunities
☐	Maintain & Enhance Community Connections
☐	Expand full spectrum housing
☐	Foster Positive Business Environment
☒	Maintenance of Operations
☐	Service Excellence & Fiscal Stewardship
☐	High Performance & Inclusive Employer

To keep the same level of service we have provided in past years.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

We would have to cut back on the salt order by 300 tons which could cause icy roads and a decreased level of service.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-4

FUND	<u>100</u>	TOTAL	
		COST	<u>\$16,320.00</u>

PROGRAM	<u>1500</u>
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OBJECT	<u>4120</u>
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NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Add 2 additional seasonal staff

DESCRIPTION: Additional seasonal staff to help with our growing parks system. Currently not
(Include estimated cost) able to keep up with maintenance in the summer time. Should have enough
equipment as long as vehicles are replaced as scheduled.

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

The smaller details like weed whipping and weeding of playground and courts will continue to suffer.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-5

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1500</u>	COST	<u>\$10,000.00</u>
OBJECT	<u>4210</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE increase operating supplies

DESCRIPTION: Increase budget to cover costs of a growing parks system and increased costs
(Include estimated cost) of products. Tables and benches prices have nearly doubled in last few years.
Mulch for playgrounds costs have increased and needs to be refreshed

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

May not be able to continue to fix everything or replace and add table and benches.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-6

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1500</u>	COST	<u>\$620.00</u>
OBJECT	<u>4217</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Uniform allowance for new position in 2023

DESCRIPTION:
(Include estimated cost)

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

☐	Broaden Recreational Opportunities
☐	Maintain & Enhance Community Connections
☐	Expand full spectrum housing
☐	Foster Positive Business Environment
☒	Maintenance of Operations
☐	Service Excellence & Fiscal Stewardship
☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED: Does not affect service

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-7

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1500</u>	COST	<u>3,570.00</u>
OBJECT	<u>4371</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE budget addition for covering cost of court resurfacing

DESCRIPTION:
(Include estimated cost)

increased cost to resurface courts

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED: Courts that are not resurfaced could crack and leave courts in poor condition

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-8

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1500</u>	COST	<u>10,000.00</u>
OBJECT	<u>4380</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Increase budget to cover cost

DESCRIPTION: Increase budget to cover the new contract for the portable restrooms. We
(Include estimated cost) are having more rentals that need special cleanouts. Some of this cost could
be recovered from rentals.

JUSTIFICATION:	☒	Broaden Recreational Opportunities
(Which part of the strategic plan)	☐	Maintain & Enhance Community Connections
(describe - how does it fit?)	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED: Could have to limit portable restrooms

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023
-9

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1500</u>	COST	<u>4,650.00</u>
OBJECT	<u>4405</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE increase waste by \$4,653.00

DESCRIPTION: Increased use of parks that require a dumpster and site and increased
(Include estimated cost) amount of trash picked up in our parks. Some of this would be a recoverable
cost from rentals.

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-10

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1516</u>	COST	<u>\$8,800.00</u>
OBJECT	<u>4120</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Add another intern to help with maintenance

DESCRIPTION:
(Include estimated cost) This would help with maintaining our flower beds in our parks and at City facilities

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:
We will continue to struggle to maintain the number of beds we have in our community.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-11

FL	<u>100</u>	TOTAL	
		COST	<u>\$12,450.00</u>
PROGRAM	<u>1516</u>		
OBJECT	<u>4210</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE increased budget to cover costs of materials and new beds and roundabouts

DESCRIPTION: Annual plants costs have increased. Over \$8500.00 spent in 2022 and mulch
(Include estimated cost) for roundabouts was over \$3500.00 in 2022. This accounts for about 48% of
our operating budget.

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

We would have to cut back on annual plantings and possibly cut back on beds around town

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023 - 11.1

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>1500</u>	COST	<u>\$50,000.00</u>
OBJECT	<u>4300</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Complete community natural resources inventory

DESCRIPTION: This would update the 1998 natural resources inventory. After 25 years, the
(Include estimated cost) community has changed considerably. This document would identify key
natural resources to protect and/or enhance across the community.

JUSTIFICATION:	☒	Broaden Recreational Opportunities
(which part of the strategic plan)	☐	Maintain & Enhance Community Connections
(describe - how does it fit?)	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☐	Maintenance of Operations
	☒	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

May lose opportunities to protect and enhance habitat across our parks and open spaces before, during and after development.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-12

FUND	<u>100</u>	TOTAL	
		COST	<u>40,000</u>
PROGRAM	<u>2500</u>		
OBJECT	<u>4372</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Increase due to spending

DESCRIPTION:

(Include estimated cost) Increase the 2500-4372 by 40,000 due to spending. Mostly due to facility maintenance labor costs.

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Tasks would not get complete at City Hall and maintenance would not be performed.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-13

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>2500</u>	COST	<u>67,000</u>
OBJECT	<u>4372</u>		

NEW LEVEL OF SERVICE? NO

EXPLAIN CHANGE fix cracks, scaling and seal garage floor in public safety garage

DESCRIPTION:

(Include estimated cost) Fix the cracks, scaling and seal the garage floor in the public safety garage for \$67,000. This will help increase the longevity of the concrete and preserve it for years to come.

JUSTIFICATION:

(Which part of the strategic plan)
(Describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Service level impacts

The garage floor will have to be replaced rather than fixed and maintained costing more money each year to fix.

FUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-15

FUND 230 TOTAL
PROGRAM 3200 COST \$50,000.00
OBJECT 4371
NEW LEVEL OF SERVICE? yes

EXPLAIN CHANGE Increase \$50,000.00 for revenues reduced in 2017

DESCRIPTION: Prior to 2018 the stormwater repair budget (3200-4371)
(Include estimated cost) was \$192,700.00. In 2018 it was reduced by \$100,000.00 to help build the
pavement management fund. In 2021 we added \$50,000.00. We would
like to add \$50,000.00 more to bring it back to where it was prior to 2018.
This is consistent with the 5- year stormwater maintenance plan and rate
study.

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Since 2018 the stormwater repair budget (3200-4371) has regained revenues and can now
support returning the last \$50,000.00 of the \$100,000.00 it was reduced. This will allow the
department to broaden the regular stormwater maintenance schedule. The routine maintenance
will reduce the number of expensive rebuilds.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

It would cause less routine maintenance getting done, causing sinkholes and expensive rebuilds.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-16

FUND	<u>230</u>	TOTAL	
PROGRAM	<u>3200</u>	COST	<u>\$55,000.00</u>
OBJECT	<u>4530</u>		
NEW LEVEL OF SERVICE?	<u>yes</u>		

EXPLAIN CHANGE Pickup Truck for new Stormwater Lead.

DESCRIPTION: Add Pickup Truck For Stormwater Lead \$55,000.00
(Include estimated cost)

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

☐	Broaden Recreational Opportunities
☐	Maintain & Enhance Community Connections
☐	Expand full spectrum housing
☐	Foster Positive Business Environment
☒	Maintenance of Operations
☐	Service Excellence & Fiscal Stewardship
☐	High Performance & Inclusive Employer

The Stormwater division service truck only carries two people, and with the addition of the Stormwater lead they would need a truck to check on work orders and check on other employee needs. Also, to carry tools and supplies from the shop to the jobsite. This will help the division be efficient and deliver fast and quality service.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

We would have to shuttle the employees, and it will impact time to complete jobs and would have longer response times to emergency stormwater issues.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023 -17

FUND 250 TOTAL COST \$8,000

PROGRAM 3700

OBJECT 4540

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Exterior Door Replacement.

DESCRIPTION: Exterior doors are showing their age and need to start being replaced.
(Include estimated cost) Replacement would include one set of double doors behind North Rink bleachers and one set of double doors in on the North side of the North Rink.

JUSTIFICATION: (Which part of the strategic plan) (Describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Doors are original to the building and starting to rust.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-18

FUND	<u>250</u>	TOTAL	
PROGRAM	<u>3700</u>	COST	<u>\$39,000</u>
OBJECT	<u>4540</u>		
NEW LEVEL OF SERVICE?	YES	NO	

EXPLAIN CHANGE Warming Room bathrooms are in need of new fixtures, lighting and flooring

DESCRIPTION: Exterior doors are showing their age and need to start being replaced.
(Include estimated cost)
Replacement would include flooring, toilets, urinals, sinks, partitions,
and one door.
\$31,000 for fixtures, \$4500 for a door, \$3500 for flooring

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

Bathroom fixtures are outdated with no sensors to restrict water flow. Installing new fixtures will ensure water efficiency and cut down on water usage.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-19

FUND	<u>250</u>	TOTAL	
		COST	<u>\$13,000</u>
PROGRAM	<u>3700</u>		
OBJECT	<u>4540</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Perfect Fryer

DESCRIPTION: Perfect Fry self contained Concession Stand fryer was purchased over 15 years
(Include estimated cost) and has reached it life expectancy.

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

The perfect fryer is an essential piece of equipment for our Concession Stand operations that serves our customers. The fryer is a self contained less expensive option vs installing a hood and more expensive fryer equipment.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-20

FL D	<u>250</u>	TOTAL	
		COST	<u>\$7,000</u>
PROGRAM	<u>3700</u>		
OBJECT	<u>4540</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Ice Paint Cart

DESCRIPTION: On average, we paint two sheets of ice per year at an estimated cost of
(Include estimated cost) \$1,100 per sheet of ice on contractor labor to paint a sheet of ice. We will
split the cost of \$14,000 with Health East Sports Center and share the cart
between both facilities. Estimated payback time would be under 4 years.
Estimated cost is \$7,000.

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Painting the ice is an essential part of ice installation. We have always hired a contractor to supply the equipment. By purchasing a paint cart, we can save on labor and paint the ice sheet ourselves.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-21

FUND	<u>255</u>	TOTAL	
PROGRAM	<u>2100</u>	COST	<u>\$10,300</u>
OBJECT	<u>4540</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Enhance options for golfers coming to the course

DESCRIPTION: We are looking at different options where we could use this to expand our golf
(Include estimated cost) amenities or places around the course to continue to be innovative in our
 offerings to guests

JUSTIFICATION:

☒	Broaden Recreational Opportunit
☒	Maintain & Enhance Community Connections
☐	Expand full spectrum housing
☐	Foster Positive Business Environment
☐	Maintenance of Operations
☒	Service Excellance & Fiscal Stewardship
☐	High Performance & Inclusive Employer

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023 22

FUND	<u>255</u>	TOTAL	
PROGRAM	<u>2105</u>	COST	<u>\$20,000</u>
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE _____

DESCRIPTION: Asphalt Replacement
(Include estimated cost) _____

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

Yearly pavement improvement project for cart paths

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-23

FUND	<u>255</u>	TOTAL	
PROGRAM	<u>2105</u>	COST	<u>\$183,000</u>
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE _____

DESCRIPTION: Irrigation replacement/ Course Improvements
(Include estimated cost) _____

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☒	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

Irrigation system is 30 years old and due for repair. High maintenance costs including labor and parts
are currently required for maintain the system. Improve course for next 30 years.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-24

FL ID	<u>255</u>	TOTAL	
		COST	<u>\$20,000</u>
PROGRAM	<u>2105</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Equipment replacement

DESCRIPTION: Electric Utility Cart
(Include estimated cost)

JUSTIFICATION:		Broaden Recreational Opportunit
(which part of the strategic plan)		Maintain & Enhance Community Connections
(describe - how does it fit?)		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

Trade in current utility vehical

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-25

FUND 255 TOTAL COST \$20,000

PROGRAM 2105

OBJECT 4530

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Equipment replacement

DESCRIPTION: Utility Vehical
(Include estimated cost)

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunit
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

Trade in current utility vehical

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-26

FUND 255 TOTAL COST \$20,000

PROGRAM 2105

OBJECT 4530

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Equipment replacement

DESCRIPTION: Electric Utility Cart
(Include estimated cost)

JUSTIFICATION:
(Which part of the strategic plan)
(Describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Trade in current utility vehical



OUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-27

FUND	<u>710</u>	TOTAL	
		COST	<u>\$7,0000</u>
PROGRAM	<u>1700</u>		
OBJECT	<u>4370</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Increase due to spending

DESCRIPTION:

(Include estimated cost) Increase due to spending add 70,000. Increased number of vehicles leads to increased costs sending them out for repair

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Vehicles will be down for longer time periods and equipment won't be ready for employees to use.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-28

FUND	<u>710</u>	TOTAL	
		COST	<u>\$8,000</u>
PROGRAM	<u>1700</u>		
OBJECT	<u>4530</u>		
NEW LEVEL OF SERVICE?	YES		

EXPLAIN CHANGE Add a CNC plasma table to the shop

DESCRIPTION: Add a computer numerical control (CNC) plasma cutter table to the shop.
(Include estimated cost) This will increase productivity for all divisions. You can make identical brackets, design and cut holes in different material like steel, brass and aluminum and it is all done by the computer and machine. Much safer than fabricating by hand. The machine also does it faster and more accurate as it is computer generated. It will also cut down on the amount of money spent sending things out to get made.

JUSTIFICATION: (Which part of the strategic plan) (Describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

More money is spent on sending things out to get made, timing out of our control waiting on things to get done. Jobs could take longer and equipment could be down for longer periods of time.

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-29

FUND	<u>710</u>	TOTAL	
PROGRAM	<u>1700</u>	COST	<u>\$53,000</u>
OBJECT	<u>4530</u>		
NEW LEVEL OF SERVICE?	YES		

EXPLAIN CHANGE Add a hoist, replace drive on hoist, rearrange a hoist.

DESCRIPTION: Add a two post rotary hoist to the shop in the empty spot, replace with drive on hoist with a two post rotary hoist and rearrange the other hoist so they all fit. These hoists will allow the mechanics to lift any piece of equipment up to 20,000lbs. This will help the shop become more safe as the mechanics can work on their feet with the vehicle supported by a hoist. Rather than working on a creeper underneath a vehicle supported by jack stands. This hoist will also increase production and mechanics will be able to work on more pieces of equipment at the same time. We are working on more equipment and need more hoists to be as efficient as possible.

JUSTIFICATION:		Broaden Recreational Opportunities
(which part of the strategic plan)		Maintain & Enhance Community Connections
(describe - how does it fit?)		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Decreased production as vehicles have to be moved around when waiting on parts. lose efficiencies when working on multiple pieces of equipment, less equipment can be worked on at the same time, more money spent contracting out repairs

FUND	720	TOTAL	
PROGRAM	0380	COST	\$9,600.00
OBJECT	4280		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE

Larger HD monitors for planners/inspectors

DESCRIPTION:

Purchase larger (40"+) HD monitors for building and planning staff for plan review.

(Include estimated cost)

Rate	Hours
Level 17	

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
X	Foster Positive Business Environment
	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

FUND	<u>720</u>	TOTAL	
PROGRAM	<u>0380</u>	COST	<u>\$15,000.00</u>
OBJECT	<u>4280</u>		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE **Add Toughbooks to 3 fire vehicles**

DESCRIPTION: **Add Toughbooks to 3 fire vehicles for CAD dispatch tracking and response**

(Include estimated cost)	Rate	Hours

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunitites
	Maintain & Enhance Community Connections
	Expand full spectrum housing
X	Foster Positive Business Environment
	Maintenance of Operations
X	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

FUND 720 TOTAL COST \$4,000.00

PROGRAM 0380

OBJECT 4280

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE New Switch for New IT Work Room

DESCRIPTION: New switch for IT Work Room Remodel

(Include estimated cost)	Rate	Hours

JUSTIFICATION:		Broaden Recreational Opportunitites
(which part of the strategic plan)		Maintain & Enhance Community Connections
(describe - how does it fit?)		Expand full spectrum housing
	X	Foster Positive Business Environment
		Maintenance of Operations
	X	Service Excellance & Fiscal Stewardship
		High Performance & Inclusive Employer

FL 720 TOTAL
PROGRAM 0380 COST \$28,000.00

OBJECT 4520?

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE

Add Electronic Locks to Hamlet Park building

DESCRIPTION:

Replace Electronic locks to building doors allowing for monitored, controlled, remote access. All doors will be put on a schedule for lock/unlock removing the need for staff to lock/unlock the building.

(Include estimated cost)

	Rate	Hours
23489		

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
X	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

FI	<u>720</u>	TOTAL	
PROGRAM	<u>0380</u>	COST	<u>\$1,200.00</u>
OBJECT	<u>4520?</u>		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE **Add 2 Surveillance Cameras River Oaks Maint**

DESCRIPTION:

Add 2 surveillance cameras to the River Oaks Maint building.

(Include estimated cost)	Rate	Hours
<u>23489</u>		

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunitites
	Maintain & Enhance Community Connections
	Expand full spectrum housing
X	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

FUND	<u>720</u>	TOTAL	
PROGRAM	<u>0380</u>	COST	<u>\$38,000.00</u>
OBJECT	<u>4280</u>		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE

Replace wireless locks at PW

DESCRIPTION:

Due to a large maintenance cost and no ability to replace with a compatible system, locks need to be upgraded to wire locks with Mercury boards.

(Include estimated cost)

Rate

Hours

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunitites
	Maintain & Enhance Community Connections
	Expand full spectrum housing
X	Foster Positive Business Environment
	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

FL 720 TOTAL COST \$28,000.00

PROGRAM 0380

OBJECT 4520?

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE **Add Electronic Locks to Woodridge Park building**

DESCRIPTION: **Replace Electronic locks to building doors allowing for monitored, controlled, remote access. All doors will be put on a schedule for lock/unlock removing the need for staff to lock/unlock the building.**

(Include estimated cost)

	Rate	Hours
23489		

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunites
	Maintain & Enhance Community Connections
	Expand full spectrum housing
X	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

CITY OF COTTAGE GROVE
2023 BUDGET ADDITION

2023-31

FUND	<u>720</u>	TOTAL	
PROGRAM	<u>380</u>	COST	<u>\$17,375</u>
OBJECT	<u>4371</u>		

NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE Add electronic locks to Firestations 3 and 4

DESCRIPTION: Add electronic locks to Firestation 3 main entrance (5826) and warming
(Include estimated cost) house door (2423). Also add to Firestation 4 (9126). Adding electronic locks
saves on rekeying doors due to lost keys and offers monitored security of

JUSTIFICATION:
(which part of the strategic plan)
(Describe - how does it fit?)

	Broaden Recreational Opportunitites
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

FUND

PROGRAM

OBJECT

NEW LEVEL OF SERVI



City Council Action Request

3M

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title 2024 Budget Additions

Staff

Recommendation

Budget Implication Based on Discussion

Attachments 2024 Budget Additions

2024 BUDGET ADDITIONS

Item #	Fund	Program	Department	Dept Request Cost	Administrator Recommended Cost	Denied	Description	Comments
1		0110-4300	Administration	45,000.00	45,000.00		Compensation Study	
		0110 Total		45,000.00	45,000.00	-		
2		0400-4530	Emergency Mgmt	14,390.00	14,390.00		Additional warning siren-3 coverage gaps	
		400 Total		14,390.00	14,390.00	-		
3		0500-4210	Police	15,000.00	15,000.00		Carry forward from 2023-increase firearms for ammunitions	
4		0500-4372	Police	7,000.00	7,000.00		Add emergency fencing consortium to protect City Hall & HERO Center	
5		0500-4530	Police	93,000.00	93,000.00		Carry forward from 2023-increase to reflect price increases & availability	
		500 Total		115,000.00	115,000.00	-		
6		0800-4305	Fire	8,000.00	8,000.00		Expand & enhance live fire ground training & access	
7		0800-4372	Fire	10,410.00	10,410.00		Add protective coating to rear stairway at the CFS	Fund with Self-Insurance Fund
8		0800-4372	Fire	74,525.00	74,525.00		Add rear board to front of CFS	
9		0800-4372	Fire	96,400.00	-	96,400.00	Add heated sidewalk to front entrance CFS	
9.1		0800-4280	Fire	437,000.00	437,000.00	-	SCBA's	Fund in 2024 and 2025
		800 Total		626,335.00	529,935.00	96,400.00		
10		1500-4210	Parks	10,000.00	10,000.00		Increase operating supplies for 2024	
		1500 Total		10,000.00	10,000.00	-		
11		2300-4121	Recreation	32,640.00	32,640.00		Staff Operations for Glacial Valley Park Supervised Playgrounds	
		2300 Total		32,640.00	32,640.00	-		
12		2500-4372	City Hall	45,000.00	45,000.00		increase due to facility maintenance costs	
13		2500-4372	City Hall	87,000.00	87,000.00		Replace carpet at PSCH heavy traffic areas	
		2500 Total		132,000.00	132,000.00	-		
	100 Total			975,365.00	878,965.00	96,400.00	FUND 100	

2024 BUDGET ADDITIONS

14	250	3700-4540	Ice Arena	250,000.00	250,000.00		North Rink Dehumidifier	
		250 Total		250,000.00	250,000.00	-	FUND 250	
15	255	2100-4540	Golf Course	10,609.00	10,609.00		Enhance options for golfers	
16	255	2105-4530	Golf Course	90,000.00	90,000.00		Rough Mower-Equipment Replacement	
17	255	2105-4530	Golf Course	183,000.00	183,000.00		irrigation replacement/course improvements	
18	255	2105-4530	Golf Course	35,000.00	35,000.00		Gas Utility Cart w/Dump	
19	255	2105-4530	Golf Course	20,000.00	20,000.00		Asphalt replacement	
		255 Total		338,609.00	338,609.00	-	FUND 255	
20	620/630	3100/1400	Sewer/Street Lights	55,000.00	55,000.00		Add Pick-up for additional employee	
		620/630 Total		55,000.00	55,000.00	-	FUND 620/630	
20.1	660	0600-4530	EMS	147,300.00	147,300.00		Cardiac monitors & AEDs	
		660 Total		147,300.00	147,300.00	-	FUND 660	
21	710	1700-4530	Fleet	16,000.00	16,000.00		Add parts washer to shop	
22	710	1700-4530	Fleet	17,000.00	17,000.00		replace current welding fume tool	
23	710	1700-4370	Fleet	72,000.00	72,000.00		Increase due to volume in vehicles & repairs	
24	710	1720-4530	Fleet	78,000.00	78,000.00		Replace scrubber/sweeper	
		710 Total		183,000.00	183,000.00	-	FUND 710	
25	720	0380-4100	IT	93,700.00	93,700.00		Additional IT Staff position	
		720 Total		93,700.00	93,700.00	-	FUND 720	
		Grand Total		2,042,974.00	1,946,574.00	96,400.00		

975,365.00
1,067,609.00

TOTAL FUND 100
TOTAL ALL OTHER FUNDS

FUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

FLOOD

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

FOLD

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2023-4

FUND General 100 TOTAL COST \$7,000
PROGRAM 0500
OBJECT 4372
NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE Add emergency fencing consortium to protect City Hall & HERO Center

DESCRIPTION: Total cost is \$12,000 and will be split between PD and HERO Center. PD is
(Include estimated cost) responsible for \$7,000 and HERO Center \$5,000 and will be a continual
yearly expense.

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

This is a state-wide fence consortium to purchase, maintain and set up security fencing, should the
need arise due to civil disturbance.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

If a civil disturbance arises due to a critical incident within the city, not having this fencing could expose
the facilities to damage and/or destruction as we have seen in other parts of the metro area.

FOUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-6

FUND General 100 TOTAL
PROGRAM 0800 COST \$8,000
OBJECT 4305
NEW LEVEL OF SERVICE? YES

EXPLAIN CHANGE Expand and enhance live fire ground training and access.

DESCRIPTION: The East Metro Training Facility (EMTF) is expanding their Joint Power Agreement (JPA) to include additional cities. Joining the JPA expands the department's training options and provides open access to specialized fire training not currently available. The cost of JPA membership is \$200 per firefighter per year. 40 Firefighters x \$200 = \$8,000 per year.

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
X	Service Excellence & Fiscal Stewardship
X	High Performance & Inclusive Employer

See attached memo.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Failure to take advantage of JPA membership will result in increased site fees and limited training availability. Without access to the training facility, it becomes nearly impossible to ensure firefighter skills are up to date and inline with evolving industry standards and best practices under live fire

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-7

FUND	<u>General 100</u>	TOTAL	
		COST	<u>\$10,410.00</u>
PROGRAM	<u>0800</u>		
OBJECT	<u>4372</u>		

NEW LEVEL OF SERVICE? **YES**

EXPLAIN CHANGE Add a protective coating to the rear stairway at the Central Fire Station.

DESCRIPTION: Add a coating to the rear stairway similar to the front stairway at the Central
(Include estimated cost) Fire Station to allow for a safer use of the stairway and ease of
maintenance/cleaning for fire staff. The cost of this is quoted to be \$10,410.00.

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Rear stairs are used by staff to respond to emergency calls. Numerous factors (high level of traffic, debris from boots, weather related slip hazards) will be alleviated to help prevent slip, trips or falls on the concrete stairway.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

The possibility of slips, trips, and falls remain which could lead to injury.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-8

FUND General 100 TOTAL
PROGRAM 0800 COST \$74,525.00
OBJECT 4372
NEW LEVEL OF SERVICE? **YES**

EXPLAIN CHANGE Add reader board to the front of the Central Fire Station.

DESCRIPTION: The reader board will allow for opportunities to advertise city, department, and
(Include estimated cost) fire prevention information. The cost of the sign is \$74,525.00.

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunit
X	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

The reader board is another opportunity to get messages out to the community. The Central Fire Station
is centrally located on a busy road, making these messages visible to a larger audience.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

If not approved, the information dissemination will continue via social media and the CG Reports.

FOLD

PROGRAM

OBJECT

NEW LEVEL OF SERVICE



FUND

PROGRAM

OBJECT



Cottage
Grove

Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Rick Redenius, Deputy Director of Public Safety – Fire Chief
Peter Fischer, Captain

Date: June 13, 2022

Subject: BUDGET ADDITION 0800.01 SCBA REPLACEMENT

INTRODUCTION

The Cottage Grove Fire Department (CGFD) provides fire, rescue, and advanced life support (ALS) treatment and transportation. The department's ALS service area includes the cities of Cottage Grove, Saint Paul Park, Newport, and Grey Cloud Island Township. Annually, the department responds to more than 4200 calls. The department delivers service to the community with full and part time firefighter/paramedics/EMTs staffing the Central Fire Station.

Delivering fire service requires highly specialized equipment. One piece of equipment, the Self-Contained Breathing Apparatus (SCBA), is utilized to provide clean breathing air in immediately dangerous to life or health (IDLH) environments. IDLH environments include structure fires, vehicle fires, and hazardous material emergencies. SCBAs are mission critical pieces of equipment to ensuring firefighter safety when working in IDLH environments. Each year, CGFD uses SCBAs on over 500 fire runs.

BACKGROUND

In 2014, we purchased new SCBAs that met the National Fire Protection Agency (NFPA) standards at that time. The new SCBAs were purchased with a FEMA Assistance to Firefighter Grant and replaced SCBAs that were several years past their replacement date.

Since the SCBAs were purchased in 2014, new NFPA Standards for SCBAs have been developed and implemented. Over this 10-year time frame, the department's SCBAs have been used heavily and require continuous ongoing maintenance and repairs. Additionally, because of the age of these units, they have reached the end of their useful service life. SCBA units are out of service frequently for repair or servicing, and critical failures of the units are beginning to occur. Specifically, any critical failure directly puts the lives of firefighters in danger. Because these SCBAs are used in IDLH environments, firefighter safety is of the utmost importance.

New SCBAs have updated technology and features that are complaint with current NFPA standards and are more reliable with better construction and technology. Additionally, in-line with industry standard and best practices, SCBAs are determined to have a useful service life of 10 years.

RECOMMENDATION

We are requesting \$437,000 to replace the department's outdated SCBAs. The amount will allow the department to purchase 37 SCBA harnesses (37 at \$7,565), 77 air cylinders (one for each harness and one spare, \$1,322 each), 66 SCBA facepieces (66 at \$360), miscellaneous SCBA battery charging equipment (\$7,910) and three rapid intervention team (RIT) packs (3 at \$7,795). RIT packs are used to rescue firefighters who are trapped and unable to exit on their own. 37 SCBA harnesses and 77 bottles will ensure each fire suppression unit the department operates has a full complement of equipment for each seated position and replace the outdated equipment purchased in 2014.

Purchasing new SCBAs will allow the department to ensure firefighters are equipped with reliable and new safety equipment. Additionally, failure to purchase new SCBAs will result in units that are past their useful life, mechanically unreliable, and not compliant with current NFPA safety standards and technology.

It is recommended the department is authorized to purchase new SCBAs in the amount of \$437,000 in 2024.

FOUND

PROGRAM

OBJECT

NEW LEVEL OF SERVICE

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-11

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>2300</u>	COST	<u>\$ 32,640</u>
OBJECT	<u>4121</u>		
NEW LEVEL OF SERVICE?	YES	NO	

EXPLAIN CHANGE Staff Operations for Glacial Valley Park Supervised Playgrounds

DESCRIPTION: Offer Summer Supervised Playgrounds at Glacial Valley Park
(Include estimated cost) 4 Staff @ \$17/hr @ 40hrs/week @ 12 weeks = \$32,640

Originally offered in 2023
Postponed until 2024

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☒	Broaden Recreational Opportunities
	☒	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☐	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

Supervised Playgrounds offer a fun and safe place for your child to be cared for during the summer. Each day will consist of arts and crafts, water activities, large and small group games, free play, special events, sports, and more! Kids must be signed in and out by an adult each day they are registered.

Summer Staff & Volunteers are dedicated to providing a memorable experience for your children this summer. Playground Leaders have received several hours of training which include basic first aid, emergency procedures, insight on planning events for kids, and passed a Criminal History Background Check. Volunteers have also attended training and are there to assist the staff.

As of 2021, the Recreation Department hosts programming at Hamlet, Hearthside, Pine Tree Valley and Peter Thompson Park. All sites are full with about 75 kids on a waiting list for any availability. Program needs to continue to in high demand and more parents want their children to be in an outdoor environment for the summer.

Proposed staff expenses will be offset 100% by program fees, plus Supervised Playgrounds is a revenue generating program for the Finance Division.

Glacial Valley Park will be a park building size similar to Hamlet and Peter Thompson; able to host up to forty kids each day.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-12

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>2500</u>	COST	<u>\$45,000</u>
OBJECT	<u>4372</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Increase due to spending

DESCRIPTION:

(Include estimated cost) Increase the 2500-4372 by 45,000 due to spending. Mostly due to facility maintenance labor costs.

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

☐	Broaden Recreational Opportunities
☐	Maintain & Enhance Community Connections
☐	Expand full spectrum housing
☐	Foster Positive Business Environment
☒	Maintenance of Operations
☐	Service Excellence & Fiscal Stewardship
☐	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Tasks would not get complete at City Hall and maintenance would not be performed.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-13

FUND	<u>100</u>	TOTAL	
PROGRAM	<u>2500</u>	COST	<u>\$87,000</u>
OBJECT	<u>4372</u>		

NEW LEVEL OF SERVICE? NO

EXPLAIN CHANGE Replace carpet in City Hall and Public Safety heavy traffic areas

Replace the carpet in City Hall and Public Safety in the heavy traffic areas
that are worn out for an estimated cost of \$87,000

DESCRIPTION:
(Include estimated cost)

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED: _____

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-14

FUND	<u>250</u>	TOTAL	
		COST	<u>\$250,000</u>
PROGRAM	<u>3700</u>		
OBJECT	<u>4540</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE North Rink Munters Dehumidifier

DESCRIPTION: North Rink Munters Dehumidifier was purchased in 2008 will reach its life
(Include estimated cost) expectancy in 2024. Estimated cost is \$250,000.

JUSTIFICATION:
(which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunit
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
X	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

The dehumidifier is an essential piece of equipment vital to our operations. Without it, ice quality would suffer with continuous moisture present inside the Ice Arena.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-15

FUND	<u>255</u>	TOTAL	
		COST	<u>\$10,609</u>
PROGRAM	<u>2100</u>		
OBJECT	<u>4540</u>		
NEW LEVEL OF SERVICE?	YES	NO	

EXPLAIN CHANGE Enhance options for golfers coming to the course

DESCRIPTION: We are looking at different options where we could use this to expand our golf
(Include estimated cost) amenities or places around the course to continue to be innovative in our
offerings to guests

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☒	Broaden Recreational Opportunities
	☒	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☐	Maintenance of Operations
	☒	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-16

FUND	<u>255</u>	TOTAL	
		COST	<u>\$90,000</u>
PROGRAM	<u>2105</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Equipment replacement

DESCRIPTION: Rough Mower
(Include estimated cost)

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)		Broaden Recreational Opportunities
		Maintain & Enhance Community Connections
		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

Trade in Current Rough Mower

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-17

FUND	<u>255</u>	TOTAL	
		COST	<u>\$183,000</u>

PROGRAM	<u>2105</u>
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OBJECT	<u>4530</u>
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NEW LEVEL OF SERVICE?	YES	NO
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EXPLAIN CHANGE _____

DESCRIPTION: Irrigation replacement/ Course Improvements
(Include estimated cost) _____

JUSTIFICATION: (Which part of the strategic plan) (describe - how does it fit?)	☒	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

Irrigation system is 30 years old and due for repair. High maintenance costs including labor and parts
are currently required for maintain the system. Improve course for next 30 years.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-18

FUND 255 TOTAL COST \$35,000

PROGRAM 2105

OBJECT 4530

NEW LEVEL OF SERVICE? YES NO

EXPLAIN CHANGE Equipment replacement

DESCRIPTION: Gas Utility Cart with Dump
(Include estimated cost)

JUSTIFICATION:
(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Trade in current utility vehical

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-19

FUND	<u>255</u>	TOTAL	
		COST	<u>\$20,000</u>
PROGRAM	<u>2105</u>		
OBJECT	<u>4530</u>		
NEW LEVEL OF SERVICE?	YES	NO	

EXPLAIN CHANGE _____

DESCRIPTION: Asphalt Replacement
(Include estimated cost) _____

JUSTIFICATION: (Which part of the strategic plan) (Describe - how does it fit?)	☐	Broaden Recreational Opportunities
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellence & Fiscal Stewardship
	☐	High Performance & Inclusive Employer

Yearly pavement improvement project for cart paths

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-20

FUND	<u>620 and 630</u>	TOTAL	
		COST	<u>\$55,000</u>
PROGRAM	<u>3100 and 1400</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Add a pickup truck to the fleet with the additional employee

DESCRIPTION:

(Include estimated cost) Add a pickup truck to the fleet for the additional employee added in 2024.
Split the cost of \$55,000 between sewer and streetlights.

JUSTIFICATION:

(Which part of the strategic plan)
(Describe - how does it fit?)

	Broaden Recreational Opportunities
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellence & Fiscal Stewardship
	High Performance & Inclusive Employer

Add equipment to the fleet to better serve our residents and continue to be efficient in transporting employees to the jobsites.

SERVICE LEVEL IMPACTS IF NOT APPROVED:

The City loses many efficiencies when an employee does not have their own vehicle and tools to use. Response times to job tasks in the field decrease and disrupting other employees to be picked up or dropped off leads to job tasks taking longer to complete.



FUND

PROGRAM

OBJECT

NEW LEVEL OF SERVI



Cottage
Grove

Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter Koerner, Director of Public Safety
Jon Pritchard, Deputy Chief
Peter Fischer, Captain

Date: May 31, 2022

Subject: **BUDGET ADDITION 0600.01 CARDIAC MONITOR AND AED REPLACEMENT**

INTRODUCTION

The Public Safety Fire/EMS division provides fire, rescue, and advanced life support (ALS) treatment and transportation. The department's ALS service area includes the cities of Cottage Grove, Saint Paul Park, Newport, and Grey Cloud Island Township. Annually, the department responds to more than 3500 calls for emergency medical services (EMS). The department delivers this service to the community with full and part time firefighter/paramedics/EMTs staffing at the Central Fire Station.

Delivering ALS service requires highly specialized equipment. One piece of equipment, the cardiac monitor, is utilized to monitor vital signs, breathing, and cardiac electrical activity amongst many other features. Cardiac monitors are mission critical pieces of equipment that are integral to delivering lifesaving intervention to the department's customers.

BACKGROUND

We previously maintained and utilized seven cardiac monitors when the Public Safety Department relied on police officer/paramedics. In 2017, during the final transition to a fire-based EMS system, the seven cardiac monitors were replaced with five new monitors.

The department's five monitors have reached the end of their useful life. The American Hospital Association estimates that the life expectancy of a cardiac monitor is five years. The Department of the Army Technical Bulletin (TB MED 7) lists life expectancy of a cardiac monitor at eight years.

After an internal review of service delivery and operations, it has been determined the department will no longer need five cardiac monitors but can provide exceptional service that meets the needs today and into the future with three new cardiac monitors.

Additionally, the police division are training to the level of first responder and dual respond to critical, life-threatening emergencies with fire EMS. Occasionally, police officers are the first to arrive and may utilize an automated external defibrillator (AED), which is an automated machine capable of shocking hearts and is lifesaving equipment. Additionally, we carry AEDs on all fire suppression units and fire squads since they are often out in the community and capable of arriving first at an emergency. After careful review, the department purchased several used AEDs two years ago that are compatible with the current cardiac monitors for department and police use with the intention of buying new AEDs with new cardiac monitors.

RECOMMENDATION

New cardiac monitors and AEDs will improve patient care through increased technology and enhanced data integration. New cardiac monitors will allow for timely Quality Assurance/Quality Improvement reviews and will guarantee that public safety continues to deliver state of the art pre-hospital care. It is recommended the department purchase three new cardiac monitors for each medic unit (3 at \$38,000) and 10 basic AEDs for police squads (10 at \$1,250) and 8 advanced AEDs for fire suppression units (8 at \$2,600) for a total cost of \$147,300.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-21

FUND	<u>710</u>	TOTAL	
PROGRAM	<u>1700</u>	COST	<u>\$16,000</u>
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Add a Cuda parts washer to the shop

DESCRIPTION: Add a cuda parts washer to the shop for 16,000. This parts washer allows employees to put a part in almost like a dishwasher and walkaway. Come (Include estimated cost) back a few hours later to a grease or rust free part. Our current parts washer you need to wash it by hand. Washing by hand can cause splashing into the eyes and is way less efficient. The addition of this parts washer will save labor hours allowing mechanics to work on other piece of equipment while the parts is being cleaned.

JUSTIFICATION:		Broaden Recreational Opportunities
(which part of the strategic plan)		Maintain & Enhance Community Connections
(describe - how does it fit?)		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Less efficient, more time spent cleaning parts which leads to less time working on vehicles.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-22

FUND	<u>710</u>	TOTAL	
		COST	<u>17,000</u>
PROGRAM	<u>1700</u>		
OBJECT	<u>4530</u>		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Replace the current welding fume hood

DESCRIPTION: We would replace the current welding fume hood and fan, which is
(Include estimated cost) undersized and does not exhaust the fumes out of the shop when someone
is welding. This would be moved into the current washbay on the far end.

JUSTIFICATION:		Broaden Recreational Opportunities
(which part of the strategic plan)		Maintain & Enhance Community Connections
(describe - how does it fit?)		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Fumes from welding get into the shop air. Garage doors have to be opened. Could create
hazardous materials in the air.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-23

FL	710	TOTAL	
		COST	\$72,000
PROGRAM	1700		
OBJECT	4370		

NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Increase due to spending

DESCRIPTION:
(Include estimated cost) Increase due to spending add 72,000. Increased number of vehicles leads to more costs sending them out for repair

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)		Broaden Recreational Opportunities
		Maintain & Enhance Community Connections
		Expand full spectrum housing
		Foster Positive Business Environment
	x	Maintenance of Operations
		Service Excellence & Fiscal Stewardship
		High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Vehicles will be down for longer time periods and equipment wont be ready for employees to use.

CITY OF COTTAGE GROVE
2024 BUDGET ADDITION

2024-24

FUND	<u>710</u>	TOTAL	
		COST	<u>\$78,000</u>

PROGRAM	<u>1720</u>
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OBJECT	<u>4530</u>
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NEW LEVEL OF SERVICE?

EXPLAIN CHANGE Replace scrubber/sweeper

DESCRIPTION:

(Include estimated cost) Replace the scrubber/sweeper that will be 12 years old in 2024 for \$78,000. It will take 1 year to receive from date of purchase. The machine is in rough shape and has a large amount of rust. It is in a rough environment with cleaning up salt in the garages.

JUSTIFICATION:

(Which part of the strategic plan)
(describe - how does it fit?)

	Broaden Recreational Opportunitites
	Maintain & Enhance Community Connections
	Expand full spectrum housing
	Foster Positive Business Environment
x	Maintenance of Operations
	Service Excellance & Fiscal Stewardship
	High Performance & Inclusive Employer

SERVICE LEVEL IMPACTS IF NOT APPROVED:

Down time becomes an issue while waiting for parts, garages are not cleaned and the facility starts to get away from us. Eroding of concrete.

FUND	<u>720</u>	TOTAL	
		COST	<u>\$93,700.00</u>
PROGRAM	<u>0380</u>		
OBJECT	<u>4100</u>		
NEW LEVEL OF SERVICE?	YES		

EXPLAIN CHANGE	Add additional IT Support to better service increased staff and infrastructure
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DESCRIPTION:	Add additional IT Technician to be able to provide the same superior support staff has come to expect. This addition is due to an increase in infrasture including the water treatment centers, parks and increased staff. This position will be an IT support role, supporting multiple departments.
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(Include estimated cost)

		Rate	Hours	
Level 17	Salary	34.351942	2080	\$71,452.04
	Pera		0.075	\$5,358.90
	FICA		0.0765	\$5,466.08
	W/C		0.0082	\$585.91
	Insurance		\$550*12	\$6,600.00
	H.S.A.		\$1,250	\$1,250.00

JUSTIFICATION: (which part of the strategic plan) (describe - how does it fit?)	☐	Broaden Recreational Opportunit
	☐	Maintain & Enhance Community Connections
	☐	Expand full spectrum housing
	☐	Foster Positive Business Environment
	☒	Maintenance of Operations
	☐	Service Excellance & Fiscal Stewardship
	☐	High Performance & Inclusive Employer



City Council Action Request

3G

Meeting Date 8/10/2022

Department Finance

Agenda Category Agenda Item

Title Water Utility

Staff

Recommendation

Budget Implication Based on Discussion

Attachments Water Utility Budget Comparison Report



Budget Comparison Report

Group Summary

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Fund: 610 - WATER OPERATING										
Revenue										
Category: 3030 - SPECIAL ASSESSMENTS										
3031 - S.A. - DELINQ	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3030 - SPECIAL ASSESSMENTS:	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3110 - LICENSES AND PERMITS										
3159 - MISC NON-BUS LIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3110 - LICENSES AND PERMITS:	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3310 - INTERGOVERNMENTAL										
3324 - STATE GRANTS	13,300.00	11,161.92	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3359 - OTHER GOV AID	48,548.50	23,548.50	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3310 - INTERGOVERNMENTAL:	61,848.50	34,710.42	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 3400 - CHARGES FOR SERVICES										
3519 - OTHER CHARGE SVS	32,925.00	40,675.00	12,100.00	30,000.00	30,000.00	0.00	0.00%	30,000.00	0.00	0.00%
3549 - MISC PUBLIC WORK	270.00	846.00	217.97	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3400 - CHARGES FOR SERVICES:	33,195.00	41,521.00	12,317.97	30,000.00	30,000.00	0.00	0.00%	30,000.00	0.00	0.00%
Category: 3710 - ENTERPRISE CHARGES FOR SERVICES										
3720 - WATER SALES	2,717,762.56	3,300,038.16	651,562.75	3,100,000.00	3,100,000.00	0.00	0.00%	3,100,000.00	0.00	0.00%
3723 - WATER METER SALE	215,794.71	222,210.00	93,169.00	100,000.00	100,000.00	0.00	0.00%	100,000.00	0.00	0.00%
3727 - PENALTIES-UTIL	26,867.20	41,495.55	6,318.57	30,000.00	30,000.00	0.00	0.00%	30,000.00	0.00	0.00%
3739 - MISC UTIL	2,937.14	42,084.41	8,895.82	1,000.00	1,000.00	0.00	0.00%	1,000.00	0.00	0.00%
Total Category: 3710 - ENTERPRISE CHARGES FOR SERVICES:	2,963,361.61	3,605,828.12	759,946.14	3,231,000.00	3,231,000.00	0.00	0.00%	3,231,000.00	0.00	0.00%
Category: 3809 - INVESTMENT INTEREST										
3809 - INTERFUND INTRST	1,325.00	138.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3810 - INVEST INTEREST	91,443.61	-46,384.30	-271,772.63	50,000.00	50,000.00	0.00	0.00%	50,000.00	0.00	0.00%
Total Category: 3809 - INVESTMENT INTEREST:	92,768.61	-46,246.30	-271,772.63	50,000.00	50,000.00	0.00	0.00%	50,000.00	0.00	0.00%
Category: 3812 - MISCELLANEOUS										
3813 - SALE OF GOODS	0.00	715.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3814 - RENTAL INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
3816 - REFUND & REIMBRS	6,362.77	120.00	795.00	2,000.00	2,000.00	0.00	0.00%	2,000.00	0.00	0.00%

Budget Comparison Report

Objec...	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
3829 - MISC - OTHER	0.00	977.67	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3812 - MISCELLANEOUS:	6,362.77	1,812.67	795.00	2,000.00	2,000.00	0.00	0.00%	2,000.00	0.00	0.00%
Category: 3999 - TRANSFERS IN										
3900 - CAPITAL CONTRIBUTIONS	4,135,997.73	10,828,078.29	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 3999 - TRANSFERS IN:	4,135,997.73	10,828,078.29	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Revenue:	7,293,534.22	14,465,704.20	501,286.48	3,313,000.00	3,313,000.00	0.00	0.00%	3,313,000.00	0.00	0.00%
Expense										
Category: 4100 - PERSONAL SERVICES										
4100 - SALARY-FULL TIME	494,767.25	510,962.44	261,772.70	562,285.00	691,000.00	128,715.00	22.89%	722,100.00	31,100.00	4.50%
4110 - OVERTIME F. T.	64,424.93	64,405.83	25,454.21	64,000.00	70,000.00	6,000.00	9.38%	73,200.00	3,200.00	4.57%
4120 - SAL-P.T./TEMP	25,200.00	25,126.31	5,274.00	35,500.00	30,600.00	-4,900.00	-13.80%	32,000.00	1,400.00	4.58%
4140 - PENSIONS	-18,803.00	-52,119.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4141 - PERA	42,790.45	42,673.25	21,332.72	46,390.00	59,300.00	12,910.00	27.83%	61,600.00	2,300.00	3.88%
4142 - FICA	40,151.35	40,949.88	19,983.07	49,630.00	60,800.00	11,170.00	22.51%	63,100.00	2,300.00	3.78%
4144 - HEALTH INSURANCE	66,235.04	69,603.00	36,480.00	72,960.00	102,500.00	29,540.00	40.49%	112,700.00	10,200.00	9.95%
4147 - UNEMPLOYMENT	257.22	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4148 - WORKERS COMP	19,920.00	19,899.96	12,250.02	24,500.00	21,300.00	-3,200.00	-13.06%	22,400.00	1,100.00	5.16%
Total Category: 4100 - PERSONAL SERVICES:	734,943.24	721,501.67	382,546.72	855,265.00	1,035,500.00	180,235.00	21.07%	1,087,100.00	51,600.00	4.98%
Category: 4200 - COMMODITIES										
4200 - OFFICE SUPPLIES	0.00	87.58	54.11	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4210 - OP SUPPLY-OTHER	111,342.59	119,259.75	13,163.65	116,400.00	119,900.00	3,500.00	3.01%	123,500.00	3,600.00	3.00%
4211 - MOTOR FUELS	16,821.11	18,510.05	9,498.58	19,850.00	23,500.00	3,650.00	18.39%	24,400.00	900.00	3.83%
4212 - LUB/ADD	0.00	225.23	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4216 - FERTILIZER/CHEM	22,373.52	31,066.19	11,563.49	20,400.00	21,650.00	1,250.00	6.13%	21,700.00	50.00	0.23%
4217 - CLOTHING/UNIFORM	5,733.67	4,489.70	1,984.56	4,100.00	4,040.00	-60.00	-1.46%	4,170.00	130.00	3.22%
4231 - SMALL TOOLS	1,510.71	459.97	656.29	1,600.00	2,000.00	400.00	25.00%	2,100.00	100.00	5.00%
4271 - OP SUP-OTHER IMP	22,489.79	62,092.74	53,956.87	36,400.00	50,000.00	13,600.00	37.36%	50,000.00	0.00	0.00%
4272 - OP SUP-BUILDINGS	1,750.00	123.60	0.00	14,700.00	15,000.00	300.00	2.04%	15,000.00	0.00	0.00%
4280 - CAPITAL OUTLAY <\$5,000	1,909.00	2,471.87	0.00	7,400.00	7,620.00	220.00	2.97%	7,850.00	230.00	3.02%
Total Category: 4200 - COMMODITIES:	183,930.39	238,786.68	90,877.55	220,850.00	243,710.00	22,860.00	10.35%	248,720.00	5,010.00	2.06%
Category: 4300 - CONTRACTUAL SERVICES										
4300 - PROF SERVICES	30,875.78	40,719.50	5,800.75	36,800.00	38,145.00	1,345.00	3.65%	39,090.00	945.00	2.48%
4301 - ENGINEERING SVS	71,431.50	49,719.10	8,369.43	66,000.00	67,980.00	1,980.00	3.00%	70,020.00	2,040.00	3.00%
4302 - LEGAL SERVICE	0.00	0.00	496.00	1,700.00	1,750.00	50.00	2.94%	1,800.00	50.00	2.86%
4305 - FEES FOR SERVICE	75,186.24	116,923.86	22,693.19	65,000.00	68,370.00	3,370.00	5.18%	68,960.00	590.00	0.86%
4309 - CREDIT CARD FEES	9,990.66	25,482.70	8,220.81	10,000.00	15,000.00	5,000.00	50.00%	15,000.00	0.00	0.00%
4310 - COMMUNICATION	8,215.52	11,352.01	5,408.85	9,570.00	9,860.00	290.00	3.03%	10,160.00	300.00	3.04%
4311 - POSTAGE	20,007.00	23,731.08	9,539.00	23,000.00	23,000.00	0.00	0.00%	23,000.00	0.00	0.00%

Budget Comparison Report

	2020 Total Activity	2021 Total Activity	2022 YTD Activity Through Jun	Parent Budget	Comparison 1 Budget	Comparison 1 to Parent Budget	%	Comparison 2 Budget	Comparison 2 to Comparison 1 Budget	%
				2022 2022	2023 2023	Increase / (Decrease)		2024 2024 FALL 2022	Increase / (Decrease)	
Objec...										
4321 - DATA PROCESSING	164,996.00	165,327.04	88,433.98	140,800.00	190,000.00	49,200.00	34.94%	200,000.00	10,000.00	5.26%
4340 - PRINTING	18,155.00	16,459.00	5,831.00	18,300.00	18,850.00	550.00	3.01%	19,420.00	570.00	3.02%
4341 - ADVER/PUBLISH	0.00	0.00	602.57	500.00	515.00	15.00	3.00%	515.00	0.00	0.00%
4350 - INSURANCE CHARGE	8,079.96	9,999.96	5,190.00	10,380.00	11,300.00	920.00	8.86%	11,600.00	300.00	2.65%
4360 - UTILITIES	294,768.54	369,655.03	197,218.21	249,400.00	267,160.00	17,760.00	7.12%	275,170.00	8,010.00	3.00%
4370 - MAINT-REPAIR/EQ	5,079.00	4,672.28	735.06	4,600.00	4,740.00	140.00	3.04%	4,880.00	140.00	2.95%
4371 - MAINT-REPAIR/OTH	54,803.67	76,316.64	132,537.48	164,400.00	169,300.00	4,900.00	2.98%	174,410.00	5,110.00	3.02%
4372 - MAINT-REPAIR/BLD	29,013.28	33,172.27	27,104.29	7,500.00	52,500.00	45,000.00	600.00%	52,500.00	0.00	0.00%
4375 - CHARGE-FLEET MNT	46,370.81	29,341.74	15,088.70	36,980.00	38,700.00	1,720.00	4.65%	39,860.00	1,160.00	3.00%
4380 - RENTAL/LEASE	-1,168.84	7,590.00	7,590.00	7,500.00	8,000.00	500.00	6.67%	8,000.00	0.00	0.00%
4401 - DUES & SUBS	2,225.00	2,427.00	2,615.00	2,500.00	2,700.00	200.00	8.00%	2,650.00	-50.00	-1.85%
4403 - TRAVEL/TRAIN/CON	594.31	6,808.56	4,470.59	11,300.00	16,300.00	5,000.00	44.25%	16,650.00	350.00	2.15%
4405 - CLEAN/WASTE REMV	5,131.60	3,191.91	690.32	1,200.00	1,240.00	40.00	3.33%	1,275.00	35.00	2.82%
4449 - OTHER CONTRACT	371.59	65,727.56	24,529.50	100,000.00	103,000.00	3,000.00	3.00%	106,000.00	3,000.00	2.91%
Total Category: 4300 - CONTRACTUAL SERVICES:	844,126.62	1,058,617.24	573,164.73	967,430.00	1,108,410.00	140,980.00	14.57%	1,140,960.00	32,550.00	2.94%
Category: 4500 - CAPITAL OUTLAY										
4530 - MACH & EQUIPMENT	0.00	0.00	33,844.17	35,000.00	110,000.00	75,000.00	214.29%	115,000.00	5,000.00	4.55%
4540 - OTHER CAP OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4500 - CAPITAL OUTLAY:	0.00	0.00	33,844.17	35,000.00	110,000.00	75,000.00	214.29%	115,000.00	5,000.00	4.55%
Category: 4720 - DEPRECIATION										
4720 - DEPRECIATION-CONTRIBUTED	741,922.88	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
4721 - DEPRECIATION-PURCHASED	489,268.14	1,381,022.94	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Total Category: 4720 - DEPRECIATION:	1,231,191.02	1,381,022.94	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
Category: 4999 - TRANSFERS OUT										
4700 - TRANSFERS OUT	388,335.81	245,601.00	95,790.00	191,580.00	197,800.00	6,220.00	3.25%	203,700.00	5,900.00	2.98%
Total Category: 4999 - TRANSFERS OUT:	388,335.81	245,601.00	95,790.00	191,580.00	197,800.00	6,220.00	3.25%	203,700.00	5,900.00	2.98%
Total Expense:	3,382,527.08	3,645,529.53	1,176,223.17	2,270,125.00	2,695,420.00	425,295.00	18.73%	2,795,480.00	100,060.00	3.71%
Total Fund: 610 - WATER OPERATING:	3,911,007.14	10,820,174.67	-674,936.69	1,042,875.00	617,580.00	-425,295.00	-40.78%	517,520.00	-100,060.00	-16.20%