

Watertown City CouncilDecember 10th, 2019**Agenda Item:** Adopt 2020 Budget & Levies**Request for Action:** Adopt Resolutions Approving General Fund Tax Levy, Approving All Fund Budgets, Approving Pay Scale
Adopt Ordinance Approving Fee Schedule**Department:** Shane Fineran, City Administrator**Background:**

The Watertown City Council worked diligently to complete the City's 2020 budget over the course of the past five months. Beginning in July, the City Council first reviewed a draft Financial Management Plan and capital investment needs in the community. The Council has reviewed and made refinements to the general fund budget, enterprise budgets, and capital investment budgets throughout the fall during a series of nine workshops that focused on the needs in 2020 and beyond. The City Council conducted the public information meeting on December 3rd and received public input regarding the proposed levy and budget prior to consideration of adoption.

The city continues to see positive trends in market value improvements, new construction, and better than anticipated revenue collections which has led to a strong fund balance. The focus for staff and the City Council is to continue to ensure that the city is providing high quality services in a cost-effective manner. This has been reflected in recent audits in which the financial position of the city compared to peers, demonstrates that the City of Watertown is out performing its peers in value derived per tax dollar and per capital spending, debt ratio, and property tax. To date, the budget outcomes are as follows:

Net Levy Impact

The City Council has worked to try and manage the overall impact of the general levy and special debt levy to the local tax payer. The city experienced a rebound in the growth in market value this past year. Market growth across all property types averaged 8.1%, with 3.7%, or approximately \$10 million dollars added to market value from new development. The city continues to see positive gains in aid from the State in the form of Local Government Aid, which the city uses to fund capital investments. The increase in taxable market value continues a 6-year trend of increasing values for property owners. This has led to measured growth on the impact to the averaged valued home in the community. The city's tax capacity has also increased and the tax rate has decreased over the same span. This means that less of a property's value is being taxed. The city also was a net receiver in the fiscal disparities calculation which totals \$596,461, which reduces the net levy to local tax payers. The proposed budget and levy reduce the overall tax rate by 3.24% to 54.574%. The net levy impact reflects a 1.42% increase to the averaged valued home in Watertown.

Revenue from a Stable Source

The budget reflects the planned expenditures for general government operations such as legislative, administration, public safety, public facilities, street maintenance, building and planning services, and park maintenance. Revenues that support the general fund come from property tax collection, fees for service, and local government aid.

A change in how Local Government Aid is proposed. Rather than account for this aid as a pass through the general fund, this revenue will be directly accounted for in the Capital Investment Fund. This reduces the burden on the tax payer in accounting for this amount in our fund balance calculation and subsequent levy.

The notable change in the fee schedule are an increase for the Business Subsidy Application escrow to \$9,000, which covers the city's expenses in processing this type of application. Also with the late summer hail storm we analyzed closer the staff time investment in processing and inspecting general over the counter permits such as roofing, siding, windows, water heaters, etc. and found that the staff time required was not being covered by the permit fee charged, and thus was being subsidized by the general fund levy. The fee schedule proposes to increase the general permit fee by \$25 for residential projects and commercial projects.

Fund Balance.

The proposed revenues and expenditures also will maintain our fund balance at 50% of operating expenditures. The city's fund balance is forecasted to meet the stated goal of the organization and allows the city to meet its operating obligations throughout the year. The City Council identified a portion of the fund balance to be used in an amount of \$100,603, which reduces the net levy impact to tax payers.

Personnel

A 2% increase to the pay scale is proposed which is consistent with our policy tying such increases to the consumer price index, step movement for eligible employees, and maintaining of the city benefit plan. Increases in medical insurance provided via the high deductible health plan (HDHP) came in below projections at 8%. The city continues to offer the most competitively priced HDHP in the market based on plan design. The city will continue to rely on consultants for many technical aspects of city operations. This includes legal, engineering, planning and community development with planned increases to building inspection services and engineering to better reflect expenses associated with sustained growth. We also propose to add one FTE in the utility department mid-year to assist with operational maintenance needs within the system.

Public Safety

Public safety continues to be a focus of investment by the City Council and 2020 will mark the culmination of a multi-year plan that saw us making incremental investment in the budget to add additional patrol shifts with the intent of adding an FTE deputy for night patrol. In addition to the existing day patrol, we will have two dedicated night patrol deputies providing 12 hour per day coverage on the evening shift. We are taking a similar approach for Fire Department budget staffing. Currently there are many fire department activities such as training, maintenance work, and community events that are not being compensated. In order to be compliant with wage laws we have increased resources in the wage areas of the operating budget so as to capture those activities as compensated.

Capital Investment

The City Council has been focused on identifying and planning for future capital type needs within the organization and community beyond 2020. The Capital Investment Plan is funded through various revenue sources including state aid, ad valorem taxes, user fees, and other local partners who depend on the city for services. The plan adopted identifies infrastructure, fleet, equipment, and facility needs for 10 years in all areas of operation as well as a funding strategy that seeks to manage the impact of these needs to the tax payer. Planned capital investments in 2020 include continuation of heavy road maintenance including mill and overlay, Grove Street rink improvements, cured in place pipe lining program, and emergency apparatus replacement of the Grass Rig and ATV, snow plow/dump truck replacement, Highland Park Grandstand painting, a utility department pick-up replacement, and Melroe Toolcat.

Utilities

The city operates the utilities providing water, sewer, and storm water services in a business like, or enterprise fashion. During the budget preparation season this past fall, the City Council reviewed the existing conditions and pressure points related to capacity, age, and permit limits facing the waste water treatment plant. 2020 will be year 3 in the planned path to the upgrade and expansion of the Waste Water Treatment Facility. The City has

taken a large step to this end by authorizing the development of plans and specifications for the expansion project with the goal of becoming certified by the Minnesota Pollution Control Agency and positioning ourselves to maximize available grant funding through the state. The financial plan built by the City Council to achieve this major infrastructure being brought online by 2022 was a refined utility rate study. It is proposed that in 2020 we follow the management plan that calls for across the board incremental increases to utility rates and fees to keep the city on track to meet the future investment needs. A 1% increase in water rates, 4% increase in sewer rates, and 5% increase in storm water rates is proposed. We also evaluated the commercial dumping fee and found that these rates do ensure that the per gallon charge is not lower than what city customers pay. The financial management strategy continues to carry forward the City Council's policy directive in ensuring the enterprise funds of the city are self-sufficient and are able to adequately fund operations, debt, and future capital needs within the system.

EDA

The EDA has presented a budget identifying planned expenditures and goals associated with economic development activity and support for small businesses and housing in the community. The EDA fund will continue grant and loan programs for businesses and home owners. An additional investment is also planned to continue the Emergency Home Loan Repair program to assist moderate to low income home owners with life safety and energy efficient repairs to their homes as well as support to expand the land trust model in Watertown.

Attachments:

Financial Management Plan

All Funds Budget

Capital Investment Plan

Resolution 2019-168 Adopting Final Levy

Resolution 2019-04EDA Adopting Final EDA Levy

(approved by EDA)

Resolution 2019-169 Adopting 2020 General, Enterprise, EDA & Capital Investment Budgets

Resolution 2019-170 Adopting 2020 Pay Plan

Adopt Ordinance 416 Adopting 2020 Fee Schedule

**WATERTOWN
FINANCIAL MANAGEMENT PLAN
12.3.19**

GENERAL FUND	2019 Budget	2020 Budget	2021 Forecast	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2030 Forecast
REVENUE												
GENERAL PROPERTY TAX LEVY	1,990,000	2,085,000	2,166,315	2,450,443	2,546,011	2,645,305	2,748,472	2,855,662	2,967,033	3,082,747	3,202,975	3,327,891
Potential for Uncollectible Taxes	(41,790)	(41,700)	(86,653)	(122,522)	(101,840)	(105,812)	(109,939)	(114,226)	(118,681)	(123,310)	(128,119)	(133,116)
LOCAL GOVERNMENT AID (LGA)	360,969	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS IN - ENTERPRISE	-	-	-	-	-	-	-	-	-	-	-	-
ADMINISTRATION, FINANCE, TECH	235,780	238,106	242,868	247,725	252,680	257,733	262,888	268,146	273,509	278,979	284,559	290,250
PLANNING & INSPECTIONS	70,300	72,770	74,225	75,710	77,224	78,769	80,344	81,951	83,590	85,262	86,967	88,706
CENTRAL FACILITIES	-	-	-	-	-	-	-	-	-	-	-	-
FIRE	-	-	-	-	-	-	-	-	-	-	-	-
LAW ENFORCEMENT	19,000	19,000	19,380	19,768	20,163	20,566	20,978	21,397	21,825	22,262	22,707	23,161
STREETS	-	-	-	-	-	-	-	-	-	-	-	-
PARKS	-	-	-	-	-	-	-	-	-	-	-	-
RECREATION	2,000	2,000	2,040	2,081	2,122	2,165	2,208	2,252	2,297	2,343	2,390	2,438
TOTAL REVENUE	2,636,259	2,375,176	2,418,176	2,673,205	2,796,359	2,898,726	3,004,951	3,115,182	3,229,573	3,348,283	3,471,478	3,599,330
	8.6%	-9.9%	1.8%	10.5%	4.6%	3.7%	3.7%	3.7%	3.7%	3.7%	3.7%	3.7%
EXPENDITURES												
Comparable Reductions for Levy	-	-	-	-	-	-	-	-	-	-	-	-
ADMINISTRATION, FINANCE, TECH, COUNCIL	634,200	690,701	711,422	739,879	769,474	800,253	832,263	865,554	900,176	936,183	973,630	1,012,575
PARKS	208,984	217,526	224,052	233,014	242,335	252,028	262,109	272,594	283,497	294,837	306,631	318,896
FIRE	345,637	361,294	372,133	387,018	402,499	418,599	435,343	452,757	470,867	489,702	509,290	529,661
LAW ENFORCEMENT	286,966	326,966	336,775	350,246	364,256	378,826	393,979	409,738	426,128	443,173	460,900	479,336
PUBLIC SERVICES	436,033	452,604	466,182	484,829	504,222	524,391	545,367	567,181	589,869	613,463	638,022	663,522
COMMUNITY SERVICES	75,000	72,000	74,160	77,126	80,211	83,420	86,757	90,227	93,836	97,590	101,493	105,553
RECREATION	-	-	-	-	-	-	-	-	-	-	-	-
CENTRAL FACILITIES	61,873	61,171	63,006	65,526	68,147	70,873	73,708	76,657	79,723	82,912	86,228	89,677
TRANSFERS OUT- Capital Investment Support	466,401	135,000	90,000	199,642	310,000	330,000	335,000	435,000	435,000	435,000	-	-
TRANSFERS OUT-Park Fund Support	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
TRANSFERS OUT- Water Fund Support	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS OUT - Sewer Fund Support	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS OUT-Downtown Development Support	93,709	93,517	93,309	93,085	-	-	-	-	-	-	-	-
TRANSFERS OUT-Debt Fund Support	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	2,673,803	2,475,779	2,402,730	2,602,281	2,806,145	2,923,391	3,029,526	3,234,707	3,344,096	3,457,860	3,141,174	3,264,221
Operating % Change	6.5%	-7.4%	-3.0%	8.3%	7.8%	4.2%	3.6%	6.8%	3.4%	3.4%	-9.2%	3.9%
INCREASE(DECREASE) IN FUND BALANCE	(37,544)	(100,603)	15,446	70,923	(9,785)	(24,665)	(24,576)	(119,525)	(114,523)	(109,577)	330,304	335,109
EFFECT on Fund Balance												
Fund Balance - January 1	1,363,771	1,326,227	1,225,624	1,241,069	1,311,993	1,302,207	1,277,542	1,252,967	1,133,441	1,018,918	909,342	1,239,646
Budgeted Increase(Decrease)	(37,544)	(100,603)	15,446	70,923	(9,785)	(24,665)	(24,576)	(119,525)	(114,523)	(109,577)	330,304	335,109
Projected Fund Balance - December 31	1,326,227	1,225,624	1,241,069	1,311,993	1,302,207	1,277,542	1,252,967	1,133,441	1,018,918	909,342	1,239,646	1,574,755
% of Operating	51%	50%	50%	49%	46%	44%	41%	35%	30%	26%	39%	48%
PRELIMINARY LEVY												
PROPOSED GENERAL LEVY ADJUSTMENTS												
GENERAL OPERATING LEVY	1,990,000	2,085,000	2,166,315	2,450,443	2,546,011	2,645,305	2,748,472	2,855,662	2,967,033	3,082,747	3,202,975	3,327,891
% Change	12.7%	4.6%	3.8%	11.6%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%
SPECIAL DEBT LEVY	454,910	460,000	460,000	350,358	240,000	220,000	215,000	115,000	115,000	115,000	255,000	259,004
% Change	-6.1%	1.1%	0.0%	-31.3%	-46.0%	-9.1%	-2.3%	-87.0%	0.0%	0.0%	54.9%	1.5%
EDA MARKET VALUE LEVY	55,294	58,575	59,746	60,941	62,160	63,403	64,671	65,965	67,284	68,630	70,002	71,402
% Change	9%	6%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
PROPOSED GENERAL TAX LEVY (Operating & Debt)	2,444,910	2,545,000	2,626,315	2,800,801	2,786,011	2,865,305	2,963,472	2,970,662	3,082,033	3,197,747	3,457,975	3,586,895
LESS FISCAL DISPARITIES	603,693	596,461	596,461	596,461	596,461	596,461	596,461	596,461	596,461	596,461	596,461	596,461
NET LEVY TO TAXPAYERS (General, Debt)	1,841,217	1,948,539	2,029,854	2,204,340	2,189,550	2,268,844	2,367,011	2,374,201	2,485,572	2,601,286	2,861,514	2,990,434
Overall Levy % Change	9%	6%	4%	9%	-1%	4%	4%	0%	5%	5%	10%	5%
TAXABLE MARKET VALUE	320,081,400	348,996,466	353,037,677	357,269,515	361,585,907	365,988,545	370,479,150	375,059,482	379,731,334	384,496,534	389,356,949	394,314,480
Change in Market Value	13.83%	8.29%	1.14%	1.18%	1.19%	1.20%	1.21%	1.22%	1.23%	1.24%	1.25%	1.26%
EXISTING TAX CAPACITY	3,423,407	3,725,991	3,739,347	3,772,566	3,804,685	3,836,582	3,868,234	3,899,620	3,930,716	3,961,497	3,991,939	4,022,016
TIF Reduction	0	179	179	0	0	0	0	0	0	0	0	0
TAX CAPACITY Revisions from FD Changes	-158,929	-155,348	-40,574	-42,482	-43,330	-44,195	-45,078	-45,977	-46,895	-47,831	-48,786	-49,760
NET TOTAL TAX CAPACITY	3,264,478	3,570,464	3,698,994	3,730,084	3,761,355	3,792,387	3,823,157	3,853,643	3,883,820	3,913,665	3,943,153	3,972,255
Tax Capacity Change	13%	9%	3%	1%	1%	1%	1%	1%	1%	1%	1%	1%
TAX RATE ON TAX CAPACITY	56.402%	54.574%	54.882%	59.096%	58.212%	59.826%	61.912%	61.609%	63.998%	66.467%	72.569%	75.283%
TAX RATE % CHANGE	-5.14%	-3.24%	0.56%	7.68%	-1.50%	2.77%	3.49%	-0.49%	3.88%	3.86%	9.18%	3.74%
Average Valued Home	\$ 226,074	\$ 236,768	\$ 247,967	\$ 252,926	\$ 257,985	\$ 263,144	\$ 268,407	\$ 273,775	\$ 279,251	\$ 284,836	\$ 290,533	\$ 296,343
Estimated Annual City Portion of Tax Bill	\$ 1,275.10	\$ 1,292.13	\$ 1,360.89	\$ 1,494.70	\$ 1,501.77	\$ 1,574.30	\$ 1,661.78	\$ 1,686.71	\$ 1,787.15	\$ 1,893.21	\$ 2,108.37	\$ 2,230.96
Estimated Annual EDA Portion of Tax Bill	\$ 42.41	\$ 44.42	\$ 46.52	\$ 47.45	\$ 48.40	\$ 49.37	\$ 50.36	\$ 51.36	\$ 52.39	\$ 53.44	\$ 54.51	\$ 55.60
	\$ 1,317.51	\$ 1,336.55										
Amount Increase or (Decrease)	\$ 45.44	\$ 19.04	\$ 89.90	\$ 205.60	\$ 142.77	\$ 81.51	\$ 161.96	\$ 114.41	\$ 127.41	\$ 208.58	\$ 323.33	\$ 339.91
Percent Increase or (Decrease)	3.29%	1.42%	5.05%	8.95%	0.47%	4.61%	5.26%	1.48%	5.62%	5.60%	10.21%	5.49%

2020 All Funds Budgets

CITY OF WATERTOWN 2020 GENERAL FUND BUDGET REVENUES

Account	Description	2018 Budget	2018 Actual	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percent Change	Comment
101-31010	Current Ad Valorem Taxes	\$ 1,699,842	\$ 1,731,366	\$ 1,948,210	\$ 1,048,316	\$ 2,053,100		5.38%	
101-31020	Delinquent Ad Valorem Taxes	\$ 20,000	\$ 10,641	\$ 14,000	\$ 4,598	\$ 10,000		-28.57%	
101-31910	Penalties and Interest AdValTx	\$ 1,000	\$ 2,101	\$ 1,000	\$ 83	\$ 1,000		0.00%	
101-32110	Alcoholic Beverages	\$ 15,760	\$ 16,230	\$ 15,760	\$ 14,030	\$ 15,760		0.00%	
101-32150	Public Utilities	\$ 5,000	\$ 6,925	\$ 5,000	\$ 5,130	\$ 5,000		0.00%	ROW Permit Fees
101-32180	Other Licenses/Permits	\$ 5,000	\$ 4,621	\$ 5,000	\$ 8,130	\$ 5,000		0.00%	\$100 Peddler - \$500 Cigarette - \$1250 Waste Haulers - \$3760 Mobile Home
101-32210	Building Permits	\$ 45,000	\$ 95,353	\$ 41,000	\$ 117,828	\$ 42,370		3.34%	
101-32220	Gas Installation Permits	\$ 5,000	\$ 9,465	\$ 4,000	\$ 5,585	\$ 4,400		10.00%	
101-32230	Plumbing Connection Permits	\$ 3,000	\$ 9,246	\$ 2,500	\$ 4,991	\$ 2,500		0.00%	
101-32260	Other Non-Business Licenses	\$ 250	\$ -						
101-32270	Fence Permit Fee	\$ 500	\$ 700	\$ 500	\$ 701	\$ 700		40.00%	
101-32280	Sign Permit Fee	\$ 300	\$ 100	\$ 300	\$ 1,500	\$ 300		0.00%	
101-33100	Federal Grants and Aid	\$ -	\$ -	\$ -					
101-33401	Local Government Aid	\$ 359,297	\$ 359,297	\$ 360,969	\$ 180,485	\$ -		-100.00%	
101-33402	Homestead Credit	\$ -	\$ -						
101-33416	Police Training Reimbursement	\$ 19,000	\$ 20,718	\$ 19,000	\$ 21,258	\$ 19,000		0.00%	Training Reimbursement
101-33421	PERA Aid	\$ -	\$ 2,242		\$ 1,121				
101-33422	Other State Aid Grants	\$ 36,273		\$ -					
101-33600	County Grants				\$ 7,250				
101-33620	Other County Grants/Aid	\$ 12,500	\$ 17,021	\$ 12,500	\$ 400	\$ 12,500		0.00%	Solid Waste Grant/Road Maintenance Agreement
101-34000	Charges for Services	\$ -			\$ 258				
101-34101	City Hall Rent Revenue	\$ 6,000	\$ 7,713	\$ 6,000	\$ 5,444	\$ 6,000		0.00%	
101-34103	Zoning and Subdivision Fees	\$ 2,000	\$ 9,520	\$ 2,000	\$ 6,205	\$ 2,000		0.00%	
101-34104	Plan Check Fee	\$ 25,000	\$ 44,632	\$ 20,000	\$ 29,479	\$ 20,500		2.50%	
101-34107	Assessment Search Fees	\$ 750	\$ 725	\$ 750	\$ 725	\$ 750		0.00%	
101-34110	Staff Time		\$ 478		\$ 550				
101-34403	Refuse Collection Charges	\$ 4,000	\$ 4,070	\$ 4,000	\$ 4,527	\$ 4,000		0.00%	
101-34780	Park Fees	\$ 2,000	\$ 2,700	\$ 2,000	\$ 2,360	\$ 2,000		0.00%	
101-35100	Court Fines	\$ 6,000	\$ 6,467	\$ 6,000	\$ 5,868	\$ 6,000		0.00%	City receives two-thirds of fine revenue and remits one-third to County, this reflects only the city portion
101-35104	Other Fines	\$ 500	\$ 85	\$ 500	\$ 1,474	\$ 500		0.00%	
101-36100	Special Assessments								
101-36101	Principal Amount Revenue	\$ 1,500		\$ 1,500	\$ 613	\$ 1,500		0.00%	
101-36200	Miscellaneous Revenues	\$ 20,000	\$ 26,275	\$ 20,000	\$ 5,520	\$ 20,000		0.00%	
101-36210	Interest Earnings	\$ 3,500	\$ 14,685	\$ 5,000	\$ 10,444	\$ 5,000		0.00%	
101-36212	Insurance Reimbursements	\$ 5,000	\$ 1,927	\$ 5,000	\$ 21,279	\$ 5,000		0.00%	
101-36220	Other Rents and Royalties	\$ 110,000	\$ 121,601	\$ 110,000	\$ 81,124	\$ 110,000		0.00%	Xcel Franchise and American Tower/Verizon Cell Lease
101-36230	Contributions and Donations	\$ 5,100	\$ 6,450	\$ 5,200	\$ 5,815	\$ 5,200		0.00%	Lions Donation for Rails to Trails Fireworks
101-36260	Employee Portion of Health Insurance	\$ 19,722	\$ 20,615	\$ 23,570	\$ 19,089	\$ 25,896		9.87%	Employees contribute 50% of dependent coverage
101-39203	Transfer from Other Fund	\$ 10,000	\$ 10,000	\$ 10,000	\$ 5,000	\$ 10,000		0.00%	EDA Staff Support
101-39999	Prior Period Adjustment								
		\$ 2,448,794	\$ 2,563,969	\$ 2,651,259	\$ 1,627,179	\$ 2,395,976	\$ -	-9.63%	

**CITY OF WATERTOWN
2020 GENERAL FUND BUDGET
EXPENDITURES**

Department	Account Code	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percentage Change	Comments	
General Government	101-41000-151	Worker's Comp Insurance Premium	\$ 1,166	\$ 1,165	\$ 1,024	\$ 1,501	\$ 1,501		46.58%	From the renewal	
	101-41000-201	Accessories (paper, pens, etc)	\$ 1,000	\$ 770	\$ 1,000	\$ 263	\$ 1,000		0.00%		
	101-41000-203	Printed Forms	\$ 2,000	\$ 1,211	\$ 1,000		\$ 1,000		0.00%		
	101-41000-210	Operating Supplies (GENERAL)	\$ 1,750	\$ 1,341	\$ 1,750	\$ 3,423	\$ 1,750		0.00%		
	101-41000-240	Small Tools and Minor Equipment	\$ -								
	101-41000-301	Auditing and Acct'g Services	\$ 27,000	\$ 18,274	\$ 27,000	\$ 21,468	\$ 27,000		0.00%		
	101-41000-303	Engineering Fees	\$ 30,000	\$ 62,295	\$ 40,000	\$ 85,458	\$ 50,000		25.00%		
	101-41000-304	Legal Fees	\$ 25,000	\$ 12,494	\$ 25,000	\$ 22,798	\$ 25,000		0.00%		
	101-41000-309	EDP, Software and Design	\$ 17,000	\$ 15,461	\$ 17,000	\$ 15,010	\$ 38,000		123.53%	Increase for new Managed IT contract & website hosting	
	101-41000-310	Other Professional Services	\$ 64,000	\$ 48,569	\$ 64,000	\$ 10,880	\$ 64,000		0.00%	Prosecution, Assessing, etc.	
	101-41000-312	Building Inspector Services	\$ 45,000	\$ 74,939	\$ 55,000	\$ 28,492	\$ 55,000		0.00%	JPA agreement/Additional Code enforcement still being contemplated	
	101-41000-314	Professional Planning Services	\$ 17,000	\$ 14,278	\$ 17,000	\$ 5,836	\$ 17,000		0.00%		
	101-41000-321	Telephone	\$ 5,600	\$ 4,467	\$ 5,600	\$ 4,207	\$ 5,600		0.00%	Voice & Internet	
	101-41000-322	Postage	\$ 4,000	\$ 2,722	\$ 4,000	\$ 2,013	\$ 4,000		0.00%		
	101-41000-340	Advertising	\$ 6,000	\$ 4,627	\$ 6,000	\$ 2,127	\$ 6,000		0.00%	4 newsletters \$4000, Community center ads	
	101-41000-341	Employment				\$ 406					
	101-41000-351	Legal Notices Publishing	\$ 3,500	\$ 2,336	\$ 3,500	\$ 2,123	\$ 3,500		0.00%		
	101-41000-353	Ordinance Publication	\$ 1,500	\$ 3,197	\$ 1,500	\$ 2,489	\$ 1,500		0.00%		
	101-41000-354	Other Print/Binding	\$ 6,000		\$ 6,000		\$ 6,000		0.00%	Codification (Shoreland Overlay,RV/Rec Vehicle Trailer Parking)	
	101-41000-361	General Liability Ins	\$ 10,295	\$ 10,358	\$ 10,375	\$ 13,265	\$ 13,194		27.17%	From renewal	
	101-41000-384	Refuse/Garbage Disposal	\$ 8,000	\$ 4,617	\$ 8,000	\$ 4,311	\$ 8,000		0.00%	Community Clean-Up/Offset by grant funds & revenue	
	101-41000-413	Office Equipment Rental	\$ 7,000	\$ 5,989	\$ 7,000	\$ 4,683	\$ 7,000		0.00%		
	101-41000-433	Dues and Subscriptions	\$ 7,300	\$ 7,055	\$ 7,300	\$ 7,759	\$ 7,500		2.74%	League of Minnesota Cities,Metro Cities, Industry/News Publication	
	101-41000-437	Other Miscellaneous	\$ 2,000	\$ 304	\$ 2,000	\$ 1,459	\$ 2,000		0.00%		
	101-41000-441	Code Enforcement Costs	\$ -	\$ 730	\$ 1,000	\$ 4,910	\$ 2,000		100.00%		
	101-41000-490	Donations to Civic Org's	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,000		-4.76%		
	101-41000-491	Community Celebrations	\$ 9,000	\$ 7,974	\$ 9,000	\$ 9,859	\$ 9,000		0.00%	Rails to Trails/Some offset by Lions donation	
	101-41000-492	Contingency	\$ 11,000	\$ 132	\$ 11,000	\$ 3,009	\$ 11,000		0.00%		
	101-41000-570	Office Equip and Furnishings	\$ 2,000	\$ 126	\$ 2,000	\$ 1,948	\$ 2,000		0.00%		
	101-41000-630	Bank Service Fees	\$ 2,500	\$ 2,152	\$ 2,500	\$ 1,016	\$ 2,500		0.00%		
	101-41000-700	Transfers (GENERAL)	\$ -								
	101-41000-720	Operating Transfers	\$ -								
			\$ 327,111	\$ 318,083	\$ 347,049	\$ 271,214	\$ 382,045	\$ -	10.08%		
Council	101-41110-100	Wages and Salaries (GENERAL)	\$ 22,200	\$ 22,200	\$ 22,200	\$ 18,500	\$ 22,200		0.00%	\$450 per month for Mayor, \$350 per month for council	
	101-41110-122	FICA	\$ 1,698	\$ 1,699	\$ 1,698	\$ 1,416	\$ 1,698		0.00%		
	101-41110-151	Workers Comp	\$ 77	\$ 74	\$ 63	\$ 70	\$ 70		11.11%	From Renewal	
	101-41110-208	Training and Instruction	\$ 2,500	\$ 1,103	\$ 2,500	\$ 70	\$ 2,500		0.00%		
	101-41110-331	Travel Expenses	\$ 500	\$ 425	\$ 750		\$ 750		0.00%		
	101-41110-433	Dues and Subscriptions	\$ 75	\$ 30	\$ 75	\$ 30	\$ 75		0.00%		
			\$ 27,050	\$ 25,531	\$ 27,286	\$ 20,086	\$ 27,293	\$ -	0.03%		
Leg. Comms.	101-41120-110	Other Pay (GENERAL)	\$ 11,520	\$ 8,120	\$ 11,520	\$ 6,127	\$ 11,520		0.00%	Parks (3,840), Planning (3,840), COA (3,840) EDA moved to EDA Budget	
	101-41120-122	FICA	\$ 881	\$ 621	\$ 881	\$ 468	\$ 881		-0.03%		
	101-41120-208	Training and Instruction	\$ 900	\$ -	\$ 900	\$ 200	\$ 900		0.00%		
			\$ 13,301	\$ 8,741	\$ 13,301	\$ 6,795	\$ 13,301	\$ -	0.00%		
Assistant	101-41300-101	Full-Time Employees Regular	\$ 47,419	\$ 47,419	\$ 48,823	\$ 43,190	\$ 49,788		1.98%		
	101-41300-103	Part-Time Employees	\$ 1,200	\$ 250	\$ 1,200	\$ 525	\$ 1,200		0.00%		
	101-41300-121	PERA	\$ 3,556	\$ 3,556	\$ 3,662	\$ 3,239	\$ 3,734		1.98%		
	101-41300-122	FICA	\$ 3,719	\$ 3,647	\$ 3,827	\$ 3,344	\$ 3,901		1.93%		

**CITY OF WATERTOWN
2020 GENERAL FUND BUDGET
EXPENDITURES**

Department	Account Code	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percentage Change	Comments	
Administrative A	101-41300-131	Employer Paid Health	\$ 11,071	\$ 11,071	\$ 12,011	\$ 11,093	\$ 13,111		9.16%		
	101-41300-133	Employer Paid Dental	\$ 562	\$ 562	\$ 562	\$ 469	\$ 562		0.00%		
	101-41300-134	Employer Paid Life/STD/LTD	\$ 552	\$ 539	\$ 563	\$ 473	\$ 611		8.60%		
	101-41300-208	Training and Instruction	\$ 250		\$ 250		\$ 250		0.00%		
	101-41300-331	Travel Expenses	\$ 100	\$ 8	\$ 100	\$ 28	\$ 100		0.00%		
	101-41300-417	Uniforms	\$ 100	\$ 98	\$ 100	\$ 259	\$ 100		0.00%		
				\$ 68,529	\$ 67,150	\$ 71,098	\$ 62,620	\$ 73,357	\$ -	3.18%	
City Administrator	101-41310-101	Full-Time Employees Regular	\$ 72,762	\$ 72,516	\$ 74,945	\$ 66,297	\$ 76,443		2.00%		
	101-41310-121	PERA	\$ 5,457	\$ 5,462	\$ 5,621	\$ 5,015	\$ 5,733		2.00%		
	101-41310-122	FICA	\$ 5,566	\$ 5,246	\$ 5,733	\$ 4,807	\$ 5,848		2.00%		
	101-41310-131	Employer Paid Health	\$ 12,697	\$ 12,697	\$ 13,681	\$ 12,599	\$ 14,538		6.27%		
	101-41310-133	Employer Paid Dental	\$ 394	\$ 393	\$ 394	\$ 328	\$ 394		0.00%		
	101-41310-134	Employer Paid Life/STD/LTD	\$ 706	\$ 637	\$ 724	\$ 564	\$ 1,141		57.55%		
	101-41310-208	Training and Instruction	\$ 3,500	\$ 3,541	\$ 4,675	\$ 3,601	\$ 4,675		0.00%		
	101-41310-321	Telephone	\$ 660	\$ 660	\$ 660	\$ 583	\$ 660		0.00%	\$55/mo per policy	
	101-41310-331	Travel Expenses	\$ 2,500	\$ 2,258	\$ 3,000	\$ 2,606	\$ 3,000		0.00%		
	101-41310-417	Uniforms	\$ 100	\$ 103	\$ 100	\$ 91	\$ 100		0.00%		
	101-41310-433	Dues and Subscriptions	\$ 1,000	\$ 959	\$ 1,000	\$ 985	\$ 100		-90.00%		
	101-41310-437	Other Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -				
				\$ 105,342	\$ 104,472	\$ 110,533	\$ 97,476	\$ 112,632	\$ -	1.90%	
	City Clerk	101-41400-101	Full-Time Employees Regular	\$ 45,733	\$ 45,853	\$ 48,732	\$ 43,698	\$ 50,929		4.51%	
101-41400-121		PERA	\$ 3,430	\$ 3,476	\$ 3,655	\$ 3,241	\$ 3,820		4.51%		
101-41400-122		FICA	\$ 3,499	\$ 3,546	\$ 3,728	\$ 3,376	\$ 3,896		4.51%		
101-41400-131		Employer Paid Health	\$ 4,396	\$ 4,396	\$ 4,678	\$ 4,350	\$ 4,920		5.19%		
101-41400-133		Employer Paid Dental	\$ 422	\$ 421	\$ 422	\$ 351	\$ 422		0.00%		
101-41400-134		Employer Paid Life	\$ 496	\$ 480	\$ 520	\$ 432	\$ 580		11.40%		
101-41400-208		Training and Instruction	\$ 2,000	\$ 1,744	\$ 2,500	\$ 1,560	\$ 2,500		0.00%		
101-41400-321		Telephone	\$ 660	\$ 495	\$ 660	\$ 438	\$ 660		0.00%		
101-41400-331		Travel Expenses	\$ 750	\$ 684	\$ 1,000	\$ 1,524	\$ 2,000		100.00%		
101-41400-417		Uniforms	\$ 100	\$ 72	\$ 100	\$ 96	\$ 100		0.00%		
101-41400-433		Dues and Subscriptions	\$ 375	\$ 135	\$ 375	\$ 300	\$ 375		0.00%		
				\$ 61,860	\$ 61,302	\$ 66,370	\$ 59,366	\$ 70,201	\$ -	5.77%	
Elections		101-41410-104	Temporary Employees Regular	\$ 5,000	\$ 2,146	\$ -	\$ 615	\$ 5,500			
		101-41410-122	FICA	\$ 383	\$ 8	\$ -	\$ -	\$ 421			
	101-41410-203	Printed Forms	\$ -	\$ -	\$ -	\$ -	\$ -				
	101-41410-208	Training and Instruction	\$ 500				\$ 600				
	101-41410-210	Operating Supplies (GENERAL)	\$ 2,500	\$ 831			\$ 2,500				
	101-41410-309	EDP, Software and Design	\$ -								
	101-41410-322	Postage	\$ 500				\$ 500				
	101-41410-331	Travel Expenses	\$ 1,000	\$ 751		\$ 146	\$ 1,000				
	101-41410-351	Legal Notices Publishing	\$ 250	\$ 151			\$ 250				
	101-41410-404	Repairs/Maint Machinery/Equip	\$ 550	\$ 222	\$ 550		\$ 550		0.00%	Annual maintenance	
101-41410-580	Other Equipment	\$ -	\$ -	\$ -	\$ -	\$ 100					
			\$ 10,683	\$ 4,109	\$ 550	\$ 761	\$ 11,421	\$ -	6.91%	Change since last election	

**CITY OF WATERTOWN
2020 GENERAL FUND BUDGET
EXPENDITURES**

Department	Account Code	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percentage Change	Comments
General Govt Buildings/Plant	101-41940-210	Operating Supplies (GENERAL)	\$ 2,500	\$ 1,231	\$ 2,500	\$ 937	\$ 2,500		0.00%	
	101-41940-220	Repair/Maint Supply (GENERAL)	\$ 1,500	\$ 296	\$ 1,500	\$ 665	\$ 1,500		0.00%	
	101-41940-240	Small Tools and Minor Equip	\$ 500		\$ 500				-100.00%	Vacuums, buffing pads
	101-41940-310	Other Professional Services	\$ 13,500	\$ 13,906	\$ 13,500	\$ 11,966	\$ 13,500		0.00%	Cleaning Contract/Floor Stripping/Carpet Cleaning/Window Cleaning
	101-41940-321	Telephone	\$ 1,700	\$ 2,200	\$ 2,600	\$ 2,086	\$ 2,600		0.00%	Alarm phone lines
	101-41940-362	Property Ins	\$ 5,115	\$ 5,181	\$ 5,273	\$ 5,071	\$ 5,071		-3.83%	
	101-41940-381	Electric Utilities	\$ 17,000	\$ 14,196	\$ 14,000	\$ 9,746	\$ 14,000		0.00%	
	101-41940-400	Repairs & Maint Cont (GENERAL)	\$ 6,000	\$ 6,109	\$ 6,000	\$ 6,804	\$ 6,000		0.00%	
	101-41940-401	Repairs/Maint Buildings	\$ 5,000	\$ 6,078	\$ 5,000	\$ 3,900	\$ 5,000		0.00%	General facility maintenance. Painting offices.
	101-41940-404	Repairs/Maint Machinery/Equip	\$ 5,000	\$ 1,879	\$ 5,000	\$ 5,436	\$ 5,000		0.00%	
	101-41940-560	Office Equip and Furnishings	\$ 6,000	\$ 5,947	\$ 6,000	\$ 2,769	\$ 6,000		0.00%	Computer Workstations
			\$ 63,815	\$ 57,023	\$ 61,873	\$ 49,380	\$ 61,171	\$ -	-1.13%	
Fire Protection Services	101-42000-124	Fire Pension Contributions	\$ 57,005	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000		0.00%	
	101-42000-630	Bank Service Fees	\$ 40							
	101-42000-720	Operating Transfers	\$ 320,704	\$ 320,704	\$ 330,637	\$ 165,318	\$ 346,294		4.74%	
			\$ 377,749	\$ 335,704	\$ 345,637	\$ 180,318	\$ 361,294	\$ -	4.53%	
Police	101-42110-310	Other Professional Services	\$ 260,670	\$ 251,899	\$ 286,966	\$ 255,649	\$ 326,966		13.94%	1 FTE add on 7/1/20, plus \$26K for OT/Additional Shifts
			\$ 260,670	\$ 251,899	\$ 286,966	\$ 255,649	\$ 326,966	\$ -	13.94%	
Civil Defense	101-42500-381	Electric Utilities	\$ 500	\$ 457	\$ 500	\$ 618	\$ 500		0.00%	
	101-42500-404	Repairs/Maint Machinery/Equip	\$ 2,500		\$ 2,500	\$ 950	\$ 2,500		0.00%	
	101-42500-437	Other Miscellaneous	\$ -							
	101-42500-580	Other Equipment	\$ -							
			\$ 3,000	\$ 457	\$ 3,000	\$ 1,568	\$ 3,000	\$ -	0.00%	
Animal Control	101-42700-310	Other Professional Services	\$ 2,000	\$ 1,500	\$ 2,000	\$ 1,500	\$ 2,000		0.00%	Kennel Repair/Boarding/Vet Services
Flood Control	101-42850-210	Operating Supplies (GENERAL)	\$ 5,000		\$ 5,000		\$ -		-100.00%	Moved to Storm Water Operating
	101-42850-530	Improvements Other Than Buildings	\$ -		\$ -		\$ -			
	101-42850-580	Other Equipment	\$ -		\$ -		\$ -			
	101-42850-582	Capital Building Repairs	\$ -		\$ -		\$ -			
			\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	-100.00%	
Public Services	101-43000-101	Full-Time Employees Regular	\$ 67,674	\$ 67,055	\$ 71,447	\$ 63,886	\$ 74,698		4.55%	
	101-43000-103	Part-Time Employees	\$ 27,519	\$ 15,454	\$ 33,312	\$ 23,041	\$ 34,311		3.00%	Summer/Winter Seasonal Help
	101-43000-121	PERA	\$ 5,887	\$ 5,096	\$ 7,857	\$ 4,735	\$ 8,176		4.06%	
	101-43000-122	FICA	\$ 7,282	\$ 6,058	\$ 8,014	\$ 6,409	\$ 8,339		4.06%	
	101-43000-131	Employer Paid Health	\$ 13,024	\$ 13,024	\$ 13,936	\$ 12,858	\$ 14,754		5.87%	
	101-43000-133	Employer Paid Dental	\$ 1,475	\$ 1,475	\$ 1,475	\$ 1,230	\$ 1,475		0.00%	
	101-43000-134	Employer Paid Life	\$ 716	\$ 679	\$ 746	\$ 625	\$ 833		11.69%	
	101-43000-142	Unemployment Benefits	\$ 4,500	\$ -	\$ 4,500		\$ 4,500		0.00%	
	101-43000-151	Worker's Comp Insurance Prem	\$ 379	\$ 381	\$ 381	\$ 300	\$ 300		-21.26%	From renewal
	101-43000-201	Accessories	\$ -	\$ 411		\$ 62				
	101-43000-208	Training and Instruction	\$ 2,000	\$ 1,148	\$ 4,950	\$ 2,759	\$ 4,950		0.00%	Hamline Public Works Leadership Academy & APWA Spring Conference
	101-43000-210	Operating Supplies (GENERAL)	\$ 1,500	\$ 1,032	\$ 1,500	\$ 1,500	\$ 1,500		0.00%	Includes lube and additives
	101-43000-220	Repair/Maint Supply (GENERAL)	\$ 1,500	\$ (2)	\$ 1,500	\$ 33	\$ 1,500		0.00%	
	101-43000-221	Equipment Parts	\$ 500	\$ 400	\$ 500	\$ 156	\$ 500		0.00%	
	101-43000-223	Building Repair Supplies	\$ 2,000	\$ 1,546	\$ 2,000	\$ 1,665	\$ 2,000		0.00%	
	101-43000-229	Safety Equipment & Training	\$ 3,000	\$ 1,700	\$ 3,000	\$ 2,200	\$ 3,000		0.00%	
101-43000-240	Small Tools and Minor Equip	\$ 5,000	\$ 4,859	\$ 5,000	\$ 2,881	\$ 5,000		0.00%		

**CITY OF WATERTOWN
2020 GENERAL FUND BUDGET
EXPENDITURES**

Department	Account Code	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percentage Change	Comments
Publ	101-43000-310	Other Professional Services	\$ 5,000	\$ 5,806	\$ 5,000	\$ 5,427	\$ 6,200		24.00%	Weekly office/bathroom cleaning at PW Facility
	101-43000-321	Telephone	\$ 2,750	\$ 2,398	\$ 3,300	\$ 2,215	\$ 3,300		0.00%	Office VOIP and Fire Alarm Line
	101-43000-331	Travel Expense	\$ 200	\$ 213	\$ 800	\$ 527	\$ 800		0.00%	
	101-43000-341	Employment Advertising	\$ 200	\$ 40	\$ 500	\$ 576	\$ 500		0.00%	
	101-43000-362	Property Ins	\$ 972	\$ 923	\$ 854	\$ 895	\$ 895		4.80%	From renewal
	101-43000-381	Electric Utilities	\$ 13,000	\$ 8,450	\$ 13,000	\$ 7,013	\$ 12,000		-7.69%	
	101-43000-401	Repairs/Maint Buildings	\$ 2,000	\$ 2,877	\$ 2,000	\$ 287	\$ 2,000		0.00%	
	101-43000-404	Repairs/Maint Machinery/Equip	\$ 2,000	\$ 192	\$ 2,000	\$ 243	\$ 2,000		0.00%	
	101-43000-417	Uniforms	\$ 750	\$ 425	\$ 750	\$ 760	\$ 750		0.00%	
	101-43000-433	Dues and Subscriptions	\$ 500	\$ 306	\$ 500	\$ 352	\$ 500		0.00%	
	101-43000-437	Other Misc		\$ 23						
	101-43000-438	Licenses & Permits	\$ 250	\$ 280	\$ 300		\$ 300		0.00%	
	101-43000-560	Office Equip and Furnishings	\$ 200	\$ 200	\$ 200		\$ 200		0.00%	
	101-43000-720	Operating Transfers	\$ -	\$ -	\$ -					
				\$ 171,777	\$ 142,449	\$ 189,322	\$ 142,634	\$ 195,281	\$ -	3.15%
Hwys, Streets, & Roads	101-43100-101	Full-Time Employees Regular	\$ 48,282	\$ 48,562	\$ 50,940	\$ 45,198	\$ 52,631		3.32%	
	101-43100-121	PERA	\$ 3,621	\$ 3,597	\$ 3,821	\$ 3,341	\$ 3,947		3.32%	
	101-43100-122	FICA	\$ 3,694	\$ 3,740	\$ 3,897	\$ 3,480	\$ 4,026		3.32%	
	101-43100-131	Employer Paid Health	\$ 5,423	\$ 5,423	\$ 5,801	\$ 5,401	\$ 10,144		74.86%	
	101-43100-133	Employer Paid Dental	\$ 562	\$ 562	\$ 562	\$ 469	\$ 562		0.00%	
	101-43100-134	Employer Paid Life	\$ 559	\$ 528	\$ 580	\$ 481	\$ 637		9.75%	
	101-43100-151	Worker's Comp Insurance Prem	\$ 4,725	\$ 4,870	\$ 4,221	\$ 4,188	\$ 3,817		-9.57%	From the renewal
	101-43100-208	Training and Instruction	\$ 1,500	\$ 473	\$ 2,000	\$ 290	\$ 2,000		0.00%	
	101-43100-210	Operating Supplies (GENERAL)	\$ 3,000	\$ 993	\$ 3,000	\$ 1,219	\$ 3,000		0.00%	Street, Crosswalk, Parking Lot Striping
	101-43100-212	Motor Fuels								
	101-43100-220	Maintenance Supply (GENERAL)			\$ -	\$ 1,500	\$ 6,000		100.00%	Speed sign maintenance & monitoring agreement
	101-43100-224	Street Maint Materials	\$ 35,000	\$ 34,892	\$ 40,000	\$ 37,297	\$ 40,000		0.00%	Curb/Sidewalk Repair, Catch basin repair, dustcoating, crack filling
	101-43100-226	Sign Repair Materials	\$ 27,000	\$ 26,644	\$ 5,000	\$ 4,594	\$ 6,000		20.00%	Repaire/Replacement/Retroreflectivity Requirements
	101-43100-229	Safety Equipment & Training	\$ 2,000	\$ 623	\$ 2,000	\$ 1,256	\$ 2,000		0.00%	
	101-43100-240	Small Tools and Minor Equip	\$ 1,000		\$ 1,000	\$ 41	\$ 1,000		0.00%	
	101-43100-303	Engineering Fees								
	101-43100-310	Other Professional Services								
	101-43100-321	Telephone	\$ 660	\$ 330	\$ 660	\$ 292	\$ 660		0.00%	
	101-43100-351	Legal Notices Publishing		\$ 261						
	101-43100-416	Machinery Rentals	\$ 1,000	\$ 185	\$ 1,000	\$ 635	\$ 1,000		0.00%	
101-43100-417	Uniforms	\$ 250		\$ 250	\$ 85	\$ 250		0.00%		
101-43100-720	Operating Transfers									
			\$ 138,276	\$ 131,683	\$ 124,732	\$ 109,767	\$ 137,674	\$ -	10.38%	
Ice & Snow Removal	101-43125-103	Part-Time Employees	\$ 4,608	\$ 702	\$ -					
	101-43125-121	PERA		\$ 32						
	101-43125-122	FICA	\$ 353	\$ 54	\$ -					
	101-43125-142	Unemployment Benefits	\$ 1,020	\$ 257	\$ -					
	101-43125-212	Motor Fuels	\$ -							
	101-43125-216	Chemicals and Chem Products	\$ 20,000	\$ 27,143	\$ 20,000	\$ 14,504	\$ 20,000		0.00%	
	101-43125-220	Repair/Maint Supply (GENERAL)	\$ -	\$ 2,545						
	101-43125-221	Equipment Parts	\$ 5,500	\$ 2,308	\$ 5,500	\$ 5,197	\$ 5,500		0.00%	Replacement Plow Blades
	101-43125-240	Small Tools and Minor Equip	\$ -							
	101-43125-333	Freight and Express	\$ 3,000	\$ 2,800	\$ 3,000		\$ 3,000		0.00%	Snow Hauling
	101-43125-341	Employment	\$ 200	\$ 1,314						
101-43125-404	Repairs/Maint Machinery/Equip	\$ -	\$ (118)							

**CITY OF WATERTOWN
2020 GENERAL FUND BUDGET
EXPENDITURES**

Department	Account Code	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percentage Change	Comments
	101-43125-436	Towing Charges	\$ 1,000	\$ 125	\$ 1,000	\$ 740	\$ 1,000		0.00%	Plow Truck Towing Needs/Winter Parking Violations
	101-43125-437	Other Miscellaneous	\$ -	\$ 309		\$ 400				
	101-43125-581	Capital Equipment Repairs	\$ -							
			\$ 35,681	\$ 37,471	\$ 29,500	\$ 20,841	\$ 29,500	\$ -	0.00%	
Fleet	101-43127-201	Accessories	\$ 1,000		\$ 1,000	\$ 49	\$ 1,000		0.00%	
	101-43127-212	Motor Fuels	\$ 25,000	\$ 28,450	\$ 25,000	\$ 25,063	\$ 25,000		0.00%	
	101-43127-220	Repair/ Maint Supply	\$ 2,000	\$ 2,352	\$ 2,000	\$ 3,060	\$ 2,000		0.00%	
	101-43127-221	Equipment Parts	\$ 20,000	\$ 21,085	\$ 20,000	\$ 15,196	\$ 20,000		0.00%	
	101-43127-240	Small Tools and Minor Equipment	\$ 10,000	\$ 1,078	\$ 10,000	\$ 485	\$ 10,000		0.00%	
	101-43127-310	Other Professional Services	\$ 1,000		\$ 1,000	\$ 292	\$ 1,000		0.00%	
	101-43127-363	Automotive Insurance	\$ 6,239	\$ 6,430	\$ 5,664	\$ 3,349	\$ 3,349		-40.87%	From Renewal
	101-43127-404	Repairs/ Maint Machinery/Equip	\$ 25,000	\$ 36,769	\$ 25,000	\$ 33,806	\$ 25,000		0.00%	
	101-43127-309	EDP/Software	\$ 2,800	\$ 1,620	\$ 2,800	\$ 2,396	\$ 2,800		0.00%	Fleet Management Tool
	101-43127-438	Licenses and Permits	\$ -		\$ -					
		\$ 93,039	\$ 97,784	\$ 92,464	\$ 83,696	\$ 90,149	\$ -	-2.50%		
Street Lightin B	101-43160-381	Electric Utilities	\$ 50,000	\$ 48,369	\$ 50,000	\$ 38,695	\$ 50,000		0.00%	
	101-43160-403	Repairs Other Than Buildings	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000		0.00%	Street Light Repair
		\$ 55,000	\$ 48,369	\$ 55,000	\$ 38,695	\$ 55,000	\$ -	0.00%		
Parks	101-45200-101	Full-Time Employees Regular	\$ 46,519	\$ 46,115	\$ 49,112	\$ 43,017	\$ 51,347		4.55%	
	101-45200-103	Part-Time Employees	\$ 4,167	\$ 3,709	\$ -	\$ -				
	101-45200-121	PERA	\$ 3,489	\$ 3,679	\$ 3,683	\$ 3,270	\$ 3,851		4.55%	
	101-45200-122	FICA	\$ 3,877	\$ 3,558	\$ 3,757	\$ 3,049	\$ 3,928		4.55%	
	101-45200-131	Employer Paid Health	\$ 12,834	\$ 12,834	\$ 13,697	\$ 12,640	\$ 14,432		5.37%	
	101-45200-133	Employer Paid Dental	\$ 1,475	\$ 1,475	\$ 1,475	\$ 1,230	\$ 1,475		0.00%	
	101-45200-134	Employer Paid Life	\$ 544	\$ 519	\$ 565	\$ 473	\$ 625		10.60%	
	101-45200-151	Worker's Comp Insurance Prem	\$ 2,976	\$ 2,788	\$ 2,329	\$ 3,558	\$ 3,120		33.96%	From the renewal
	101-45200-208	Training and Instruction	\$ 1,500	\$ 305	\$ 2,000	\$ 1,803	\$ 2,000		0.00%	
	101-45200-210	Operating Supplies (GENERAL)	\$ 2,500	\$ 1,905	\$ 2,500	\$ 2,441	\$ 2,500		0.00%	
	101-45200-212	Motor Fuels	\$ -	\$ 132					#DIV/0!	
	101-45200-216	Chemicals and Chem Products	\$ 5,000	\$ 5,000	\$ 6,000	\$ 3,356	\$ 6,000		0.00%	
	101-45200-220	Repair/Maint Supply (GENERAL)	\$ 2,000	\$ 1,303	\$ 2,000	\$ 257	\$ 2,000		0.00%	
	101-45200-221	Equipment Parts	\$ 5,000	\$ 2,826	\$ 5,000	\$ 3,349	\$ 5,000		0.00%	Sprinkler System Repair/Playground Equipment Parts
	101-45200-225	Landscaping Materials	\$ 15,000	\$ 16,095	\$ 15,000	\$ 15,212	\$ 15,000		0.00%	
	101-45200-226	Sign Repair Materials	\$ 1,500	\$ 1,454	\$ 2,500	\$ 1,719	\$ 2,500		0.00%	New Park Sign @ Kings Highland Park
	101-45200-229	Safety Equipment & Training	\$ 2,500	\$ 679	\$ 2,500	\$ 230	\$ 2,500		0.00%	Playground Recertification
	101-45200-240	Small Tools and Minor Equip	\$ 5,000	\$ 3,605	\$ 5,000	\$ 1,040	\$ 5,000		0.00%	
	101-45200-303	Engineering Fees							#DIV/0!	
	101-45200-310	Other Professional Services	\$ 4,250	\$ 6,093	\$ 6,250	\$ 6,042	\$ 6,250		0.00%	Native Maintenance, Irrigation Maintenance
	101-45200-321	Telephone	\$ 660	\$ 660	\$ 660	\$ 583	\$ 660		0.00%	
	101-45200-341	Employment Advertising	\$ 500	\$ 1,660	\$ -	\$ 1,090				
	101-45200-351	Legal Notices Publishing								
	101-45200-362	Property Ins	\$ 22,799	\$ 23,253	\$ 23,889	\$ 25,387	\$ 25,387		6.27%	From the renewal
	101-45200-363	Automotive Insurance	\$ -							
	101-45200-381	Electric Utilities	\$ 9,315	\$ 9,691	\$ 9,315	\$ 7,512	\$ 9,700		4.13%	
101-45200-401	Repairs/Maint Buildings	\$ 5,000	\$ 4,009	\$ 5,000	\$ 1,029	\$ 5,000		0.00%		
101-45200-403	Improvements Other Than Buildings	\$ 15,000	\$ 15,000	\$ 15,000	\$ 14,703	\$ 15,000		0.00%	Trail Seal Coating (\$10,000)/Wildflower Court Surfacing	

**CITY OF WATERTOWN
2020 GENERAL FUND BUDGET
EXPENDITURES**

Department	Account Code	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percentage Change	Comments
	101-45200-404	Repairs/Maint Machinery/Equip	\$ 2,500	\$ 273	\$ 2,500	\$ 730	\$ 2,500		0.00%	
	101-45200-415	Other Equipment Rentals	\$ 6,500	\$ 4,265	\$ 6,500	\$ 4,144	\$ 6,500		0.00%	Xmark Rental
	101-45200-417	Uniforms	\$ 500		\$ 500		\$ 500		0.00%	
	101-45200-418	Other Rentals	\$ 5,880	\$ 6,958	\$ 6,000	\$ 6,836	\$ 8,500		41.67%	Portable Toilets (Evergreen/Community Park/Rick Johnson/Highland/Madison Green)
	101-45200-438	Licenses & Permits	\$ 250	\$ 290	\$ 250		\$ 250		0.00%	
	101-45200-493	Recreation Programs	\$ 1,000	\$ 1,000	\$ 1,000		\$ 1,000		0.00%	Commission on Aging Support
	101-45200-530	Improvements Other Than Buildings	\$ 15,000	\$ 14,069	\$ 15,000	\$ 14,861	\$ 15,000		0.00%	Tables, garbage cans, general replacement/upkeep
	101-45200-720	Operating Transfers								
			\$ 205,036	\$ 195,202	\$ 208,984	\$ 179,560	\$ 217,526	\$ -	4.09%	
Forestry and Nursery	101-45204-225	Landscaping Materials	\$ 5,000	\$ 4,426	\$ 5,000	\$ 677	\$ 6,000		20.00%	Trees for Boulevards & Parks
	101-45204-310	Other Professional Services	\$ 5,000	\$ 4,975	\$ 5,000	\$ 4,000	\$ 6,000		20.00%	Arborist Service
	101-45204-322	Postage	\$ -		\$ -					
	101-45204-415	Other Equipment Rental	\$ -		\$ -		\$ -			
			\$ 10,000	\$ 9,401	\$ 10,000	\$ 4,677	\$ 12,000	\$ -	20.00%	
Libraries	101-45500-321	Telephone	\$ 450	\$ 259	\$ 450	\$ 371	\$ 450		0.00%	
			\$ 450	\$ 259	\$ 450	\$ 371	\$ 450	\$ -	0.00%	
Cap. Improve	101-45200-720	Transfers Out - Capital Improvements	\$ 426,297	\$ 426,297	\$ 466,401	\$ 533,201	\$ 135,000		-71.05%	\$90K "debt" gap plus additional \$45K
	101-49000-700	Park Fund Contributions	\$ 65,000	\$ 65,000	\$ 65,000	\$ 32,500	\$ 65,000		0.00%	
	101-49000-720	Other Contributions/Transfer	\$ -	\$ 125,000	\$ -		\$ -			
			\$ 491,297	\$ 616,297	\$ 531,401	\$ 565,701	\$ 200,000	\$ -	-62.36%	
Debt Service	101-41000-700	Debt Srv Bond Principal	\$ -	\$ -	\$ 93,709	\$ 93,709	\$ 93,517		-0.20%	Downtown Redevelopment TIF Support/Interfund Loan
	101-47000-611	Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -	\$ 93,709	\$ 93,709	\$ 93,517	\$ -	-0.20%	
			\$ 2,509,665	\$ 2,514,886	\$ 2,676,224	\$ 2,246,383	\$ 2,475,779	\$ -	-7.49%	

**City of Watertown
2020 Fire Department Fund Budget**

Fund	Department	Account	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Change	Comment
Fund 603 WATERTOWN FIRE DEPARTMENT FUND											
Dept 42250 Fire Department Payroll											
		603-42250-100	Wages and Salaries (GENERAL)	\$ 12,546	\$ 12,300	\$ 12,797		\$ 12,752		-0.35%	
		603-42250-106	On Call Reimbursement	\$ 38,702	\$ 35,606	\$ 46,200	\$ 36,302	\$ 48,195		4.32%	
		603-42250-107	Training Reimbursement	\$ 23,456	\$ 14,615	\$ 26,187	\$ 15,544	\$ 36,776		40.44%	
		603-42250-122	FICA	\$ 5,715	\$ 4,425	\$ 6,517	\$ 3,966	\$ 7,523		15.44%	
		603-42250-151	Worker's Comp Insurance Prem	\$ 13,306	\$ 12,846	\$ 10,418	\$ 10,895	\$ 10,895		4.58%	From the renewal
		603-42250-630	Bank Service Fee	\$ 40		\$ 40				-100.00%	
				\$93,764.77	\$79,792.00	\$102,158.49	\$66,707.00	\$116,141.18	\$0.00	13.69%	
Dept 42260 Fire Department Administration											
		603-42260-110	Other Pay (Chief's phone)	\$ 660	\$ 605	\$ 660	\$ 495	\$ 660		0.00%	Chief Phone
		603-42260-122	FICA	\$ 21	\$ 117	\$ 21	\$ 38	\$ 50		140.43%	
		603-42260-201	Accessories (paper, pens, etc)	\$ 1,000	\$ 318	\$ 1,000	\$ 106	\$ 1,000		0.00%	
		603-42260-300	Professional Svcs (GENERAL)	\$ -	\$ 19						
		603-42260-301	Auditing and Acct'g Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 772	\$ 1,000		0.00%	Proportional Share of Audit (\$25,000 annual City Cost)
		603-42260-309	EDP, Software and Design	\$ 750	\$ 665	\$ 750	\$ 558	\$ 750		0.00%	
		603-42260-310	Other Professional Services	\$ -							
		603-42260-321	Telephone	\$ 4,500	\$ 5,083	\$ 4,500	\$ 4,862	\$ 5,000		11.11%	Telephone, Voice, & Data
		603-42260-322	Postage	\$ 310	\$ 54	\$ 310	\$ 253	\$ 310		0.00%	
		603-42260-329	Other Communications	\$ 750		\$ 750	\$ 416	\$ 750		0.00%	Email
		603-42260-331	Travel Expenses	\$ 200	\$ 175	\$ 200		\$ 200		0.00%	
		603-42260-361	General Liability Ins	\$ -	\$ -	\$ -					
		603-42260-362	Property Ins	\$ 1,825	\$ 1,848	\$ 1,882	\$ 2,025	\$ 2,025		7.60%	
		603-42260-363	Automotive Ins	\$ 7,772	\$ 5,808	\$ 3,058	\$ 3,215	\$ 3,215		5.13%	
		603-42260-365	Other Insurance	\$ 1,446	\$ 22	\$ 1,446		\$ 1,446		0.00%	
		603-42260-430	Miscellaneous (GENERAL)	\$ 3,000	\$ 3,017	\$ 3,000	\$ 1,286	\$ 3,000		0.00%	
		603-42260-433	Dues and Subscriptions	\$ 1,700	\$ 1,817	\$ 1,700	\$ 1,262	\$ 1,700		0.00%	
		603-42260-434	Awards and Indemnities	\$ 2,500	\$ 1,546	\$ 2,500	\$ 381	\$ 2,500		0.00%	
		603-42260-437	Other Miscellaneous	\$ -	\$ 134						
				\$27,434.00	\$22,228.00	\$22,777.00	\$15,669.53	\$23,606.49	\$0.00	3.64%	
Dept 42270 Fire Department Training											
		603-42270-208	Training and Instruction	14,000.00	7,646.00	14,000.00	11,865.24	18,000.00		28.57%	
		603-42270-311	Testing Fees	4,000.00	2,470.00	4,000.00	3,733.00	4,000.00		0.00%	New Fire Fighter Physical
		603-42270-343	Other Advertising	2,800.00	1,053.00	2,800.00	560.90	2,800.00		0.00%	Fire Prevention
		603-42270-433	Dues and Subscriptions	2,000.00	2,684.00	2,000.00	2,000.00	2,000.00		0.00%	WAFTA
		603-42270-439	State Fire Convention	2,650.00	413.00	750.00	678.20	750.00		0.00%	
		603-42270-440	Fire Chiefs Convention	750.00	2,531.00	2,650.00	2,873.00	2,650.00		0.00%	
				\$26,200.00	\$16,797.00	\$26,200.00	\$21,710.34	\$30,200.00	\$0.00	15.27%	
Dept 42280 Fire Stations and Bldgs											
		603-42280-217	Other Operating Supplies	\$ 900	\$ 280	\$ 900	\$ 423	\$ 900		0.00%	
		603-42280-240	Small Tools and Minor Equip	\$ 500	\$ 279	\$ 500		\$ 500		0.00%	
		603-42280-300	Professional Service					\$ 1,200		100.00%	Janitorial Services
		603-42280-381	Electric Utilities	\$ 15,000	\$ 15,167	\$ 15,000	\$ 12,172	\$ 15,000		0.00%	
		603-42280-401	Repairs/Maint Buildings	\$ 4,000	\$ 2,452	\$ 4,000	\$ 1,299	\$ 4,000		0.00%	
		603-42280-404	Repairs/Maint Machinery/Equip	\$ 1,500	\$ 3,016	\$ 1,500	\$ 286	\$ 1,500		0.00%	
		603-42280-415	Other Equipment Rentals	\$ -							
		603-42280-560	Furniture and Fixtures	\$ 500	\$ 50	\$ 500	\$ 465	\$ 500		0.00%	
		603-42280-580	Other Equipment	\$ 2,200	\$ 5,046	\$ 2,200		\$ 2,200		0.00%	
		603-42280-720	Operating Transfers	\$ -							
				\$24,600.00	\$26,290.00	\$24,600.00	\$14,644.75	\$25,800.00	\$0.00	4.88%	

Dept 42290 Fire Department Equipment

603-42290-210	Operating Supplies (GENERAL)	\$	-	\$	931	\$	179						
603-42290-212	Motor Fuels	\$	9,000	\$	4,573	\$	9,000	\$	2,998	\$	9,000	0.00%	
603-42290-221	Equipment Parts	\$	4,500	\$	8,266	\$	4,500	\$	238	\$	4,500	0.00%	
603-42290-240	Small Tools and Minor Equip	\$	23,213	\$	29,353	\$	7,000	\$	2,197	\$	7,000	0.00%	
603-42290-311	Testing Fees	\$	1,200	\$	1,155	\$	1,200	\$	1,510	\$	1,200	0.00%	
603-42290-322	Postage	\$	-										
603-42290-323	Radio Units	\$	2,500	\$		\$	2,500	\$	84	\$	2,500	0.00%	
603-42290-404	Repairs/Maint Machinery/Equip	\$	20,000	\$	54,816	\$	20,000	\$	13,920	\$	20,000	0.00%	
603-42290-417	Uniforms	\$	500	\$	859	\$	7,500	\$	199	\$	7,500	0.00%	
603-42290-433	Dues and Subscriptions	\$	620	\$		\$	620	\$		\$	620	0.00%	
603-42290-438	Licenses and Permits	\$	-	\$	48								
603-42290-570	Office Equip and Furnishings	\$	-										
603-42290-571	Turn-Out Gear	\$	10,000	\$	11,773	\$	10,000	\$	9,970	\$	10,000	0.00%	
603-42290-580	Other Equipment	\$	-										
603-42290-720	Operating Transfers	\$	245,000	\$	287,694	\$	245,000	\$	141,500	\$	245,000	0.00%	
			\$316,533.00		\$399,468.00		\$307,320.00		\$172,794.14		\$307,320.00	\$0.00	0.00%
			\$ 488,532		\$ 544,575		\$ 483,055		\$ 291,526		\$ 503,068	\$ -	4.14%

**Water Revenue
2020 Budget**

Account	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percent Change	Comment
601-33439	Pera Pension Other Revenue		\$ 877						
601-34200	Public Safety Charges	\$ -		\$ -					
601-34204	Protective Inspection Fees	\$ 1,200	\$ 1,893	\$ 919	\$ 1,352	\$ 919		-0.04%	17 connections * fee of 54.08
601-34407	Water Availability Charge	\$ 70,000	\$ 151,156	\$ 69,908	\$ 74,902	\$ 71,400		2.13%	17 Residential Connections
601-36101	Principal Amount Revenue	\$ 5,500	\$ 6,673	\$ 8,000	\$ 2,420	\$ 4,800		-40.00%	
601-36102	Penalites & Interest	\$ 600	\$ 10,076	\$ 20	\$ 5	\$ 20		0.00%	
601-36103	Deliquent Principle	\$ -	\$ 162						
601-36200	Miscellaneous Revenues	\$ 500	\$ 2,196	\$ 500		\$ 500		0.00%	
601-36210	Interest Earnings	\$ 1,000	\$ 8,923	\$ 2,000	\$ 5,329	\$ 3,000		50.00%	
601-36212	Insurance Reimbursements	\$ -							
601-36500	Capital Contribution from Gov't Funds								Tax entry - to record capital asset additions
601-37100	Water Sales	\$ 321,000	\$ 344,871	\$ 290,830	\$ 270,415	\$ 335,322		15.30%	Forecasts based on 4yr average w/ rate inflation
601-37110	Water Infrastructure Fee	\$ 415,000	\$ 457,129	\$ 443,244	\$ 385,304	\$ 441,297		-0.44%	Forecasts based on 4yr average w/ rate inflation
601-37120	No Read Fine	\$ 700	\$ 1,211	\$ 700	\$ 33			-100.00%	
601-37130	Water Meters	\$ 5,700	\$ 15,760	\$ 6,290	\$ 11,220	\$ 6,290		0.00%	
601-37150	Water Connect/Reconnect Fee	\$ 500	\$ 880	\$ 500	\$ 104	\$ 310		-38.00%	
601-37160	Water Penalty	\$ -			\$ (9)				
601-39101	Sales of General Fixed Assets		\$ 490						
601-39203	Transfer from Other Fund								
601-3999	Prior Period Adj		\$ (24,036)						
		\$ 821,700	\$ 978,261	\$ 822,911	\$ 751,074	\$ 863,858	\$ -	4.98%	

Water Fund 2020

Expenses

Account Descr		2018	2018	2019	2019	2020	2020	Change	Comment
		Budget	YTD	Budget	YTD	Budget	YTD		
Source of Supply	601-49401-221 Equipment Parts	\$ -	\$ -	\$ -	\$ 2,075				
	601-49401-223 Building Repair Supplies	\$ 500	\$ -	\$ 500	\$ 27	\$ 500			0.0% Paint Well #2 & #3
	601-49401-311 Testing Fees	\$ 300	\$ -	\$ 300	\$ -	\$ 200			-33.3%
	601-49401-381 Electric Utilities	\$ 3,000	\$ 5,094	\$ 3,500	\$ 3,526	\$ 5,500			57.1%
	601-49401-403 Repairs Other than Buildings				\$ 1,272				
	601-49410-240 Small Tools and Minor Equip	\$ 3,000	\$ 925	\$ 2,500		\$ 2,000			-20.0%
	601-49410-310 Other Professional Services	\$ 5,000		\$ 10,000	\$ 25,627	\$ 15,000			50.0% Well #3 Pull & Inspect
	601-49410-401 Repairs/Maint Buildings	\$ 500		\$ 500		\$ 500			0.0%
	601-49410-581 Capital Equipment Repairs	\$ 10,000	\$ 5,630	\$ 10,000		\$ 5,000			-50.0%
	601-49410-582 Capital Building Repairs	\$ -	\$ -	\$ -					
		\$ 22,300	\$ 11,649	\$ 27,300	\$ 32,527	\$ 28,700	\$ -		5.1%
Purification	601-49420-212 Motor Fuels	\$ 500		\$ 500		\$ 500			0.0%
	601-49420-213 Lubricants and Additives	\$ 100		\$ 100		\$ 100			0.0%
	601-49420-216 Chemicals and Chem Products	\$ 3,000	\$ 1,738	\$ 2,500	\$ 1,236	\$ 2,000			-20.0%
	601-49420-218 Lab Supplies	\$ 3,000	\$ 6,018	\$ 750	\$ 699	\$ 750			0.0% New Lab Supplies
	601-49420-220 Repair/Maint Supply (GENERAL)	\$ 4,000	\$ 622	\$ 750		\$ 750			0.0%
	601-49420-221 Equipment Parts	\$ 500		\$ 500	\$ 77	\$ 500			0.0%
	601-49420-240 Small Tools and Minor Equip	\$ 500	\$ 8	\$ 500	\$ 275	\$ 500			0.0%
	601-49420-310 Other Professional Services	\$ -	\$ 919		\$ 1,724	\$ 3,000			
	601-49420-381 Electric Utilities	\$ 24,000	\$ 32,023	\$ 28,000	\$ 24,299	\$ 32,000			14.3%
	601-49420-401 Repairs/Maint Buildings	\$ 3,000		\$ 2,500		\$ 3,500			40.0%
	601-49420-403 Repairs Other Than Buildings	\$ 10,000	\$ 12,460	\$ 2,500	\$ 10,988	\$ 3,500			40.0% Soft Starts for High Service Pumps
	601-49420-404 Repairs/Maint Machinery/Equip	\$ 10,000		\$ 10,000	\$ 22,917	\$ 15,000			50.0% Replace Aeration Pipes/Aeration Compressor Maintenance
	601-49420-520 Buildings and Structures	\$ 15,000		\$ 15,000		\$ 5,000			-66.7%
		\$ 73,600	\$ 53,788	\$ 63,600	\$ 62,215	\$ 67,100	\$ -		5.5%
Distribution	601-49430-221 Equipment Parts			\$ 1,000	\$ -	\$ 1,000			0.0%
	601-49430-224 Street Maint Materials	\$ 2,000	\$ 6,466	\$ 3,000	\$ 12,140	\$ 6,000			100.0% Street Excavation Paving
	601-49430-227 Utility Maint Supplies	\$ 3,000	\$ 176	\$ 3,000	\$ 2,945	\$ 3,500			16.7%
	601-49430-221 Equipment Parts	\$ 2,000	\$ 146	\$ 1,000		\$ 1,000			0.0%
	601-49430-240 Small Tools and Minor Equip	\$ 4,000	\$ 2,374	\$ 2,000	\$ 1,239	\$ 2,000			0.0%
	601-49430-300 Professional Svcs (GENERAL)	\$ 5,000	\$ 3,272	\$ 5,000	\$ 4,486	\$ 5,000			0.0% Tower Cleaning
	601-49430-400 Repairs & Maint Cont (GENERAL)	\$ 20,000	\$ 10,874	\$ 20,000	\$ 27,959	\$ 25,000			25.0% Main Break Digs
	601-49430-403 Repairs Other Than Buildings	\$ -	\$ 115						
	601-49430-405 Depreciation (GENERAL)	\$ -	\$ 124,561						
	601-49430-415 Other Equipment Rentals	\$ -							
	601-49430-572 Water Meters	\$ 15,000	\$ 17,106	\$ 15,000	\$ 14,061	\$ 15,000			0.0%
601-49430-580 Other Equipment	\$ -								
		\$ 51,000	\$ 165,090	\$ 49,000	\$ 62,830	\$ 57,500	\$ -		17.3%
	601-49440-101 Full-Time Employees Regular	\$ 138,346	\$ 135,202	\$ 134,782	\$ 121,501	\$ 150,042			11.3% Addition of FTE in May 2020
	601-49440-103 Part-Time Employees	\$ -	\$ 176	\$ 5,500	\$ 12	\$ -			-100.0%
	601-49440-121 PERA	\$ 10,376	\$ 10,165	\$ 10,521	\$ 8,958	\$ 11,253			7.0%
	601-49440-122 FICA	\$ 10,295	\$ 10,046	\$ 10,732	\$ 9,081	\$ 11,478			7.0%
	601-49440-129 Pension Expense	\$ -	\$ 4,392	\$ -					
	601-49440-131 Employer Paid Health	\$ 28,070	\$ 28,070	\$ 28,738	\$ 27,020	\$ 29,234			1.7%
	601-49440-133 Employer Paid Dental	\$ 1,736	\$ 1,736	\$ 1,614	\$ 1,470	\$ 1,737			7.6%
	601-49440-134 Employer Paid Life/LTD/STD	\$ 1,484	\$ 1,442	\$ 1,403	\$ 1,286	\$ 1,683			20.0%

Administration	601-49440-151	Worker s Comp Insurance Prem	\$ 5,976	\$ 5,693	\$ 4,971	\$ 3,603	\$ 3,232	-35.0%
	601-49440-201	Accessories (paper, pens, etc)	\$ 200	\$ 199	\$ 200	\$ 124	\$ 200	0.0%
	601-49440-203	Printed Forms	\$ 500		\$ 500		\$ 500	0.0%
	601-49440-208	Training and Instruction	\$ 2,000	\$ 263	\$ 3,000	\$ 735	\$ 3,000	0.0%
	601-49440-218	Lab Supplies	\$ -					
	601-49440-229	Safety Equipment & Training	\$ 2,000	\$ 300	\$ 2,000	\$ 1,662	\$ 2,000	0.0%
	601-49440-301	Auditing and Acct g Services	\$ 5,500	\$ 5,500	\$ 5,500	\$ 3,605	\$ 5,500	0.0%
	601-49440-303	Engineering Fees	\$ 5,000	\$ 2,784	\$ 5,000	\$ 4,317	\$ 5,000	0.0%
	601-49440-304	Legal Fees	\$ 1,000		\$ 1,000		\$ 1,000	0.0%
	601-49440-309	EDP, Software and Design	\$ 3,000	\$ 1,853	\$ 3,000	\$ 4,109	\$ 4,000	33.3%
	601-49440-310	Other Professional Services	\$ 3,000	\$ 2,173	\$ 3,000	\$ 3,100	\$ 3,000	0.0%
	601-49440-311	Testing Fees	\$ 600	\$ 1,500	\$ 500	\$ 1,148	\$ 500	0.0%
	601-49440-321	Telephone	\$ 2,000	\$ 3,109	\$ 2,000	\$ 2,911	\$ 2,000	0.0%
	601-49440-322	Postage	\$ 2,900	\$ 2,453	\$ 3,000	\$ 2,021	\$ 3,000	0.0%
	601-49440-331	Travel Expenses	\$ 1,000	\$ (1)	\$ 1,000	\$ 528	\$ 1,000	0.0%
	601-49440-341	Employment	\$ 400		\$ 400		\$ 400	0.0%
	601-49440-352	General Notices and Pub Info	\$ 500		\$ 500		\$ 500	0.0%
	601-49440-362	Property Ins	\$ 3,218	\$ 3,259	\$ 3,316	\$ 3,578	\$ 3,578	7.9%
	601-49440-363	Automotive Ins	\$ 1,982	\$ 2,005	\$ 2,038	\$ 2,105	\$ 2,105	3.3%
	601-49440-404	Repairs/Maint Machinery/Equip	\$ -					
	601-49440-417	Uniforms	\$ 500	\$ 460	\$ 500	\$ 62	\$ 500	0.0%
	601-49440-433	Dues and Subscriptions	\$ 500	\$ 555	\$ 500	\$ 456	\$ 500	0.0%
	601-49440-437	Other Miscellaneous	\$ -					
	601-49440-438	Licenses & Permits	\$ 7,500	\$ 11,857	\$ 12,000	\$ 8,470	\$ 12,000	0.0%
	601-49440-580	Other Equipment	\$ -			\$ 6,500		
	601-49440-601	Debt Service Bond Principal	\$ 200,498		\$ 199,794		\$ 199,049	-0.4% Includes PFA + portion of 322 pmt
601-49440-611	Bond Interest	\$ -	\$ 21,304		\$ 17,682			
601-49440-620	Fiscal Agent's Fee	\$ -						
601-49440-630	Bank Service Fees	\$ -	\$ 40		\$ 45			
601-49440-720	Operating Transfers	\$ 150,000	\$ 654,201	\$ 200,000	\$ 376,042	\$ 200,000	0.0%	
		\$ 590,080	\$ 910,736	\$ 647,009	\$ 612,131	\$ 657,991	\$ - 1.7%	
	Total Expenditure	\$ 736,980	\$ 1,141,263	\$ 786,909	\$ 769,703	\$ 811,291	\$ - 3.1%	

**Sewer Revenue
2020 Budget**

	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Percent Change	Comment
602-33439 Pera Pension Other Rev	\$ -	\$ 877	\$ -	\$ -				
602-34204 Protective Inspection Fees	\$ 1,000	\$ 1,893	\$ 1,000	\$ 1,352	\$ 919		-8.10%	
602-34407 Sewer Availability Charge	\$ 70,000	\$ 155,998	\$ 71,987	\$ 89,981	\$ 73,000		1.41%	17 ERU Connections
602-34409 Area Charge	\$ -							
602-36101 Principal Amount Revenue	\$ 1,500	\$ 6,696	\$ 1,500	\$ 2,420	\$ 4,800		220.00%	
602-36102 Penalties & Interest	\$ 250	\$ 10,076	\$ 250	\$ 5	\$ 250		0.00%	
602-36103 Delinquent Principle	\$ -	\$ 162						
602-36200 Miscellaneous Revenues	\$ 500	\$ 857	\$ 500	\$ 5,195	\$ 500		0.00%	
602-36210 Interest Earnings	\$ 1,000	\$ 8,257	\$ 1,500	\$ 6,775	\$ 3,000		100.00%	
602-36212 Insurance Reimbursements	\$ -	\$ 1,338		\$ -				
602-36500 Note Receivable		\$ 7,198						
602-37200 Sewer Sales	\$ 312,000	\$ 322,061	\$ 377,797	\$ 268,822	\$ 326,674		-13.53%	Forecasts based on 4yr average w/ rate inflation
602-37213 Sewer Infrastructre Fee	\$ 415,000	\$ 468,866	\$ 456,604	\$ 394,716	\$ 469,415		2.81%	Forecasts based on 4yr average w/ rate inflation
602-37280 Sewage Dumping Fees	\$ 60,000	\$ 159,969	\$ 75,000	\$ 170,547	\$ 85,000		13.33%	
602-39000 Other Financing Sources	\$ -							
602-39101 Sales of General Fixed Assets	\$ -	\$ 490	\$ -					
602-39203 Transfer from Other Fund	\$ -		\$ -					
602-39300 Proceeds from Long-Term Debt	\$ -		\$ -					
602-39999 Prior Period Adjustment	\$ -	\$ (30,560)	\$ -					
	\$ 861,250	\$ 1,114,178	\$ 986,138	\$ 939,813	\$ 963,558	\$ -	-2.29%	

**2020 Sewer Fund
Expenditures**

Account Descr		2018	2018	2019	2019	2020	2020	Change	Comment
		Budget	YTD	Budget	YTD	Budget	YTD		
	602-49410-129 Pension Expense		\$ 4,392						
Sewer Distribution	602-49451-220 Repair/Maint Supply (GENERAL)	\$ 2,000	\$ 1,943	\$ 2,000	\$ 3,034	\$ 2,000		0.0%	
	602-49451-240 Small Tools and Minor Equip	\$ 2,000	\$ 1,350	\$ 3,500	\$ 757	\$ 3,500		0.0%	Flow Monitor
	602-49451-310 Other Professional Services	\$ 10,000	\$ 1,268	\$ 10,000		\$ 5,000		-50.0%	
	602-49451-404 Repairs/Maint Machinery/Equip	\$ 3,000							
	602-49451-530 Improvements Other Than Bldgs	\$ 15,000		\$ 15,000	\$ 11,259	\$ 15,000		0.0%	Spray Seal of Manholes
			\$ 32,000	\$ 4,561	\$ 30,500	\$ 15,050	\$ 25,500	\$ -	-16.4%
Sewer Cleaning	602-49460-212 Motor Fuels	\$ -							
	602-49460-220 Repair/Maint Supply (GENERAL)	\$ 2,000	\$ 180	\$ 2,000	\$ 1,231	\$ 2,000		0.0%	
	602-49460-404 Repairs/Maint Machinery/Equip	\$ 5,000	\$ 495	\$ 5,000		\$ 15,000		200.0%	Jetter Inspection & Light Maintenance
	602-49460-580 Other Equipment	\$ -							
	602-49460-581 Capital Equipment Repairs	\$ -		\$ -		\$ -			
		\$ 7,000	\$ 675	\$ 7,000	\$ 1,231	\$ 17,000	\$ -	142.9%	
Sewer Lift Stations	602-49470-216 Chemicals and Chem Products	\$ 2,000	\$ 4,200	\$ 2,000	\$ 1,160	\$ 2,000		0.0%	
	602-49470-220 Repair/Maint Supply (GENERAL)	\$ 4,000		\$ 6,000	\$ 107	\$ 6,000		0.0%	New controls for Whitetail Run Liff/dialer/main lif
	602-49470-310 Other Professional Services	\$ 2,000	\$ 750	\$ 2,500	\$ 26,009	\$ 2,500		0.0%	Semi-Annual Lift Station Inspection
	602-49470-321 Telephone	\$ 4,500	\$ 5,411	\$ 4,500	\$ 5,570	\$ 4,500		0.0%	
	602-49470-381 Electric Utilities	\$ 5,000	\$ 4,511	\$ 4,000	\$ 3,871	\$ 4,000		0.0%	
	602-49470-404 Repairs/Maint Machinery/Equip	\$ 5,000	\$ 6,245	\$ 5,000	\$ 14,678	\$ 8,000		60.0%	Annual generator inspection & maintenance
	602-49470-619 Lease Interest Payment	\$ -							
		\$ 22,500	\$ 21,117	\$ 24,000	\$ 51,395	\$ 27,000	\$ -	12.5%	
Sewer Treatment Plants	602-49480-209 Other Office Supplies	\$ 2,500	\$ 3,183	\$ 2,500		\$ 2,500		0.0%	Computer Work Station/Laptop
	602-49480-210 Operating Supplies (GENERAL)	\$ 2,000	\$ 996	\$ 2,000	\$ 2,065	\$ 2,000		0.0%	
	602-49480-212 Motor Fuels	\$ 1,000		\$ 750		\$ -		-100.0%	
	602-49480-213 Lubricants and Additives	\$ 500		\$ 500		\$ 500		0.0%	
	602-49480-216 Chemicals and Chem Products	\$ 5,000	\$ 6,369	\$ 5,200	\$ 9,239	\$ 7,000		34.6%	
	602-49480-218 Lab Supplies	\$ 5,000	\$ 2,362	\$ 2,500	\$ 887	\$ 2,500		0.0%	
	602-49480-220 Maint Supply (GENERAL)	\$ 5,000	\$ 1,185	\$ 2,000	\$ 1,410	\$ 4,000		100.0%	Balance/Microscope
	602-49480-240 Small Tools and Minor Equip	\$ 4,000	\$ 5,820	\$ 4,000	\$ 3,459	\$ 4,000		0.0%	
	602-49480-303 Engineering Fees	\$ 15,000		\$ 15,000	\$ 716	\$ 15,000		0.0%	
	602-49480-310 Other Professional Services	\$ 23,500	\$ 22,627	\$ 25,000	\$ 26,512	\$ 30,000		20.0%	WWTF Sludge Pumping
	602-49480-311 Testing Fees	\$ 9,000	\$ 8,885	\$ 9,000	\$ 7,037	\$ 9,000		0.0%	
	602-49480-381 Electric Utilities	\$ 46,000	\$ 55,240	\$ 50,000	\$ 50,531	\$ 50,000		0.0%	
	602-49480-401 Repairs/Maint Buildings	\$ 2,000	\$ 5,758	\$ 4,000	\$ 3,305	\$ 4,000		0.0%	
	602-49480-404 Repairs/Maint Machinery/Equip	\$ 50,000	\$ 25,735	\$ 50,000	\$ 31,631	\$ 50,000		0.0%	
	602-49480-405 Depreciation (GENERAL)	\$ -	\$ 190,885						
	602-49480-416 Machinery Rentals	\$ 2,000	\$ 3,000	\$ 2,500	\$ 80	\$ 2,500		0.0%	
602-49480-580 Other Equipment	\$ 500				\$ 3,500			Flail Mower/Brush Hog	
602-49480-581 Capital Equipment Repairs	\$ -								
		\$ 173,000	\$ 332,045	\$ 174,950	\$ 136,872	\$ 186,500	\$ -	6.6%	

Administration	602-49490-101	Full-Time Employees Regular	\$ 138,346	\$ 135,202	\$ 134,782	\$ 121,500	\$ 150,042	11.3%	Addition of FTE in May 2020
	602-49490-103	Part Time Employees		\$ 176	\$ 5,500	\$ 12	\$ -	-100.0%	
	602-49490-121	PERA	\$ 10,376	\$ 10,165	\$ 10,521	\$ 8,958	\$ 11,253	7.0%	
	602-49490-122	FICA	\$ 10,583	\$ 10,046	\$ 10,732	\$ 9,078	\$ 11,478	7.0%	
	602-49490-131	Employer Paid Health	\$ 28,070	\$ 28,070	\$ 28,738	\$ 27,020	\$ 29,234	1.7%	
	602-49490-133	Employer Paid Dental	\$ 1,736	\$ 1,736	\$ 1,614	\$ 1,469	\$ 1,737	7.6%	
	602-49490-134	Employer Paid Life	\$ 1,484	\$ 1,441	\$ 1,403	\$ 1,286	\$ 1,683	20.0%	
	602-49490-151	Worker s Comp Insurance Prem	\$ 6,610	\$ 6,279	\$ 5,498	\$ 5,019	\$ 4,648	-15.5%	
	602-49490-201	Accessories (paper, pens, etc)	\$ 250	\$ 199	\$ 250	\$ 124	\$ 250	0.0%	
	602-49490-203	Printed Forms	\$ 750		\$ 750		\$ 750	0.0%	
	602-49490-208	Training and Instruction	\$ 3,000	\$ 1,761	\$ 4,000	\$ 852	\$ 4,000	0.0%	
	602-49490-210	Operating Supplies (GENERAL)	\$ -						
	602-49490-221	Equipment Parts	\$ -						
	602-49490-229	Safety Equipment & Training	\$ 2,000	\$ 1,786	\$ 2,000	\$ 1,823	\$ 2,000	0.0%	
	602-49490-301	Auditing and Acct g Services	\$ 5,600	\$ 5,600	\$ 5,600	\$ 3,605	\$ 5,600	0.0%	
	602-49490-303	Engineering Fees	\$ 6,000	\$ 14,948	\$ 6,000	\$ 360	\$ 6,000	0.0%	
	602-49490-304	Legal Fees	\$ -						
	602-49490-309	EDP, Software and Design	\$ 1,750	\$ 1,415	\$ 1,750	\$ 2,160	\$ 2,500	42.9%	
	602-49490-310	Other Professional Services	\$ 5,000	\$ 2,313	\$ 5,000	\$ 480	\$ 5,000	0.0%	
	602-49490-311	Testing Fees	\$ -						
	602-49490-321	Telephone	\$ 2,000	\$ 4,194	\$ 2,500	\$ 3,995	\$ 3,000	20.0%	
	602-49490-322	Postage	\$ 3,000	\$ 2,374	\$ 3,000	\$ 2,021	\$ 3,000	0.0%	
	602-49490-331	Travel Expenses	\$ 1,000	\$ 58	\$ 1,000	\$ 191	\$ 1,000	0.0%	
	602-49490-361	General Liability Ins	\$ 6,218	\$ 6,027	\$ 5,759	\$ 6,089	\$ 6,089	5.7%	
	602-49490-362	Property Ins	\$ 4,437	\$ 4,495	\$ 4,578	\$ 5,426	\$ 5,426	18.5%	
	602-49490-363	Automotive Ins	\$ 1,982	\$ 2,005	\$ 2,038	\$ 2,105	\$ 2,105	3.3%	
	602-49490-365	Other Insurance	\$ -	\$ 500	\$ -	\$ 500	\$ 500		
	602-49490-404	Repairs/Maint Machinery/Equip	\$ -						
	602-49490-417	Uniforms	\$ 600	\$ 756	\$ 600	\$ 62	\$ 600	0.0%	
	602-49490-418	Other Rentals	\$ -	\$ 1,280					
	602-49490-433	Dues & Subscriptions	\$ -	\$ 103		\$ 206	\$ 100		
	602-49490-437	Other Miscellaneous	\$ -	\$ -					
602-49490-438	Licenses & Permits	\$ 3,500	\$ 1,642	\$ 3,500	\$ 1,473	\$ 3,500	0.0%		
602-49490-494	Refund to Carver County	\$ -							
602-49490-620	Fiscal Agent Fees	\$ -							
602-49490-601	Debt Service Bond Principal	\$ 135,916		\$ 137,324		\$ 140,240	2.1%	includes 324 pmt + 322 portion	
602-49490-611	Bond Interest	\$ -	\$ 1,917		\$ 4,300				
602-49490-620	Fiscal Agent Fees	\$ -							
602-49490-630	Bank Service Fee	\$ -	\$ 20		\$ 23	\$ 20			
602-49490-720	Operating Transfers	\$ 150,000	\$ 335,616	\$ 200,000	\$ 497,024	\$ 200,000	0.0%	Capital Fund Transfer + Excess Fund Balance	
		\$ 530,208	\$ 582,124	\$ 584,437	\$ 707,161	\$ 601,755	\$ -	3.0%	
	Total Expenditure	\$ 744,708	\$ 940,522	\$ 820,887	\$ 911,709	\$ 857,755	\$ -	4.5%	

Storm Water Revenue 2020

Acct Code	Object Descr	2017 Amt	2018YTD Amt	2019 BUDGET	2019 YTD	2020 BUDGET	2020 YTD	Comment
606-34407	Availability Charge	\$69,525.00	\$58,093.00	\$28,616.00	\$46,551.00	\$27,500.00		permit revenue based on 17 new home build
606-36101	Principal Amt Revenue	\$85.00	\$123.00	\$0.00				
606-36200	Misc Revenues	\$0.00	\$0.00	\$0.00	\$6.00			Forecast based on 4yr avg w/ 5% rate inflation
606-36210	Interest Earnings	\$1,816.88	\$3,461.00	\$2,500.00	\$2,629.00	\$2,500.00		
606-36211	Adjustment to Market	\$0.00	\$0.00					
606-37270	Storm Sewer Charge	\$54,564.87	\$58,376.00	\$58,394.76	\$51,984.00	\$59,546.00		
606-39201	Transfer from General Fund	\$0.00	\$0.00	\$0.00				
606-39203	Transfer from Other fund	\$0.00	\$0.00	\$0.00				
			\$120,053.00	\$ 89,510.76	\$101,170.00	\$ 89,546.00		

EDA Expenses
2020

Account	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Comment
228-46500-101	Full-Time Employees Regular							
228-46500-110	Commission Wages	\$ 2,700		\$ 2,700	\$ 400	\$ 2,700		\$40 per meeting
228-46500-121	PERA							
228-46500-122	FICA				\$ 31			
228-46500-303	Engineering Fees		\$ 430	\$ 15,000	\$ 35,024	\$ 5,000		
228-46500-304	Legal Fees	\$ 3,000	\$ 2,811	\$ 3,000	\$ 300	\$ 3,000		Contract Review of Loans/Development Agreements
228-46500-310	Other Professional Services	\$ 10,000	\$ 1,500	\$ 10,000	\$ 150	\$ 10,000		ED Support & Market Data
228-46500-314	Professional Planning Services	\$ 2,000	\$ 1,749	\$ 2,000		\$ 2,000		MK Land (Mark Kaltsas)
228-46500-329	Other Communications	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,250	\$ 3,000		Jaguar ISP Service for WIFI
228-46500-433	Dues & Subscriptions	\$ 295	\$ 295	\$ 295	\$ 920	\$ 1,000		Minnesota Marketing Partnership & EDAM
228-46500-331	Travel Expenses				\$ 203			
228-46500-340	Advertising	\$ 3,500	\$ 2,645	\$ 2,000		\$ 3,500		EDA Programs Marketing/Development Day Event
228-46500-351	Legal Notices Publishing	\$ 50	\$ 26	\$ 50		\$ 50		Annual Audit Disclosure Report
228-46500-430	Miscellaneous							
228-46500-630	Bank Service Fee							
228-46500-640	Economic Development Payments					\$ 25,000		Enterprise Fund Utility Trunk Fee Support
228-46500-651	Loan Program	\$ 75,000	\$ 50,000	\$ 35,000		\$ 75,000		RLF, BFI Loans, EHRL Program
228-46500-652	Grant Program	\$ 55,000	\$ 146,400	\$ 444,119	\$ 74,566	\$ 235,000		Small Cities/BFI/Home Renovation Grant Program
228-46500-720	Operating Transfers	\$ 10,000	\$ 10,000	\$ 10,000	\$ 5,000	\$ 10,000		Salary Support for EDA Director
228-46500-510	Land Acquisition			\$ 10,000	\$ 5,000	\$ 10,000		Carver County Land Trust Property Partnership
		\$ 164,545	\$ 218,856	\$ 537,164	\$ 123,844	\$ 385,250	\$ -	

EDA Revenue
2020

Account	Description	2018 Budget	2018 YTD	2019 Budget	2019 YTD	2020 Budget	2020 YTD	Comment
228-31010	Current Ad Valorem Taxes	\$ 50,062	\$ 49,950	\$ 55,294	\$ 28,850	\$ 58,575		
228-31020	Delinquent Ad Valorem Taxes	\$ 500	\$ 156	\$ 500	\$ 102	\$ 200		
228-33620	Other County Grants/Aid		\$ 143,900	\$ 389,119	\$ 71,355	\$ 225,000		DEED SCDG Program Revenue (Pass Through)
228-36200	Miscellaneous Revenue	\$ 500	\$ 50	\$ 500				Loan, Grant Application Fees
228-36210	Interest Earnings	\$ 1,400	\$ 6,410	\$ 3,000	\$ 4,827	\$ 3,000		
228-36500	Note Receivable	\$ 6,700	\$ (983)	\$ 6,700		\$ 6,700		RLF & BFI Loan Repayments
228-39000	Other Financing Sources	\$ 15,000	\$ 15,000	\$ -				
228-39201	Transfer from General Fund							
228-39203	Transfer from Other Fund							
		\$ 74,162	\$ 214,483	\$ 455,113	\$ 105,134	\$ 293,475	\$ -	

City of Watertown, Minnesota

Capital Improvement Plan

2019 thru 2028

SOURCES AND USES OF FUNDS

Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Capital Improvements Fund										
Beginning Balance	324,434	613,257	168,940	(93,342)	(63,855)	(249,447)	48,746	94,561	(1,600,463)	(1,342,980)
Revenues and Other Fund Sources										
<i>Revenue</i>										
457 Bonds	0	0	750,000	0	360,000	0	0	1,605,000	225,000	0
Additional Transfer General Fund	300,000	0	0	0	0	0	0	0	0	0
General Fund	466,410	0	0	0	0	0	0	0	0	0
General Fund Transfer	0	135,000	90,000	199,642	310,000	330,000	335,000	435,000	435,000	435,000
LGA	0	410,872	360,000	360,000	360,000	360,000	360,000	360,000	360,000	360,000
Municipal State Aid	0	0	0	160,000	160,000	160,000	160,000	160,000	160,000	160,000
Sale of Assets	0	0	0	0	0	60,000	0	0	0	0
Small Cities Assistance Fund	0	0	0	0	0	0	0	0	0	0
Total	766,410	545,872	1,200,000	719,642	1,190,000	910,000	855,000	2,560,000	1,180,000	955,000
Total Revenues and Other Fund Sources	766,410	545,872	1,200,000	719,642	1,190,000	910,000	855,000	2,560,000	1,180,000	955,000
Total Funds Available	1,090,844	1,159,129	1,368,940	626,300	1,126,145	660,553	903,746	2,654,561	(420,463)	(387,980)
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>Capital Improvements Fund</u>										
2003 Sterling Dump Truck	C1002	0	(245,864)	0	0	0	0	0	0	0
Chevy 2500 - #2	C1006-2	0	0	0	0	0	(50,671)	0	0	0
Chevy 2500 - #2	C1007-2	0	0	0	0	0	(50,671)	0	0	0
City Hall Meeting Room Carpeting	C1013	0	0	(16,883)	0	0	0	0	0	0

Source		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Capital Improvements Fund											
Community Center Painting	CI015	0	0	0	0	0	0	0	0	(6,720)	0
PS Lot Asphalt	CI025	0	0	0	(115,927)	0	0	0	0	0	0
PS Salt Shed	CI026	0	(90,000)	0	0	0	0	0	0	0	0
PS Furnace	CI027	0	(5,000)	0	0	0	0	0	0	0	0
PS Air Conditioner (Office Area)	CI028	0	(3,000)	0	0	0	0	0	0	0	0
Seal Coat	CI029	(111,587)	(114,935)	(118,383)	(121,934)	(125,592)	(129,360)	(133,241)	(137,238)	(141,355)	0
Street Mill & Overlay	CI030	(298,000)	(249,000)	(324,000)	(249,000)	(704,000)	(354,000)	(479,000)	(214,929)	(221,377)	0
Sugarbush Playground	CI035	0	0	(85,000)	0	0	0	0	0	0	0
Wildflower Playground	CI036	0	0	0	(86,945)	0	0	0	0	0	0
Grove Street Rink Boards	CI039	0	(146,000)	0	0	0	0	0	0	0	0
Community Park Court Resurfacing	CI040	0	0	0	0	0	0	0	(97,857)	0	0
Melroe Bobcat Skidsteer	CI041	0	0	0	0	0	0	(44,336)	0	0	0
Skidder Snowblower	CI042	0	0	0	0	0	0	(7,600)	0	0	0
Skidder Broom	CI043	0	0	0	0	0	0	(6,333)	0	0	0
Skidder Snow Bucket	CI044	0	0	0	0	0	0	(2,533)	0	0	0
Skidder Leveling Bar	CI045	0	0	0	0	0	0	(3,166)	0	0	0
Light Duty Trailer	CI046	0	0	0	(6,556)	0	0	0	0	0	0
PS Generator	CI048	0	(16,390)	0	0	0	0	0	0	0	0
Paint Sprayer/Striper	CI049	0	0	0	0	0	0	(10,134)	0	0	0
PS Building Tube Heaters - Building 2	CI053	0	0	(9,548)	0	0	0	0	0	0	0
PS Building Tube Heaters - Building 3	CI054	0	0	0	(11,255)	0	0	0	0	0	0
PS Garage Door Replacement - Bldg #2	CI082	0	0	(15,913)	0	0	0	0	0	0	0
PS Garage Door Replacement - Bldg #3	CI083	0	0	0	0	0	(18,447)	0	0	0	0
Election Equipment	CI085	0	0	0	0	0	(10,000)	0	0	0	0
12" Tree Chipper	CI086	0	0	0	(63,760)	0	0	0	0	0	0
40' Bucket Truck (Used)	CI087	0	0	0	(34,778)	0	0	0	0	0	0
Salt Brine Maker	CI088	0	0	(56,275)	0	0	0	0	0	0	0
Evergreen Park Master Plan Development	CI093	0	0	0	0	0	0	0	(2,200,000)	0	0
Melroe Tool Cat	CI094	0	(65,000)	0	0	0	0	0	0	0	0
1 Ton Dump Truck (New)	CI095	0	0	(74,160)	0	0	0	0	0	0	0
Community Center Meeting Room Painting	CI096	(5,000)	0	0	0	0	0	0	0	0	0

Source		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Capital Improvements Fund											
City Website Update	C1097	(28,000)	0	0	0	0	0	0	0	0	0
Riverpointe Park Shore Stabilization	C1098	(35,000)	0	0	0	0	0	0	0	0	0
Downtown Street Light Replacement	C1099	0	0	0	0	(186,000)	0	0	0	0	0
Community Center Ceiling Tile Replacement	C1100	0	(11,000)	0	0	0	0	0	0	0	0
Community Center Tables and Chairs	C1101	0	0	(12,120)	0	0	0	0	0	0	0
Highland Park Grandstand Painting	C1102	0	(17,000)	0	0	0	0	0	0	0	0
Ice Rink Re-surfacer	C1103	0	0	0	0	0	(15,000)	0	0	0	0
100hp Tractor	C1104	0	0	0	0	0	(75,000)	0	0	0	0
Snowblower for 100hp Tractor	C1105	0	0	0	0	0	(10,000)	0	0	0	0
Asphalt Roller & Trailer	C1106	0	0	0	0	0	0	(21,500)	0	0	0
Infield Drag Machine	C1107	0	0	0	0	0	0	0	0	0	(15,000)
Tandem Dump Truck	C1108	0	0	0	0	0	0	0	0	(328,065)	0
Interior Fencing - Dog Park	C1109	0	(10,000)	0	0	0	0	0	0	0	0
Street Collector: Paul Ave X-Z	C1110	0	0	(750,000)	0	0	0	0	0	0	0
Street Collector: Paul Ave AA-BB	C1111	0	0	0	0	(360,000)	0	0	0	0	0
Street Collector: Mill Ave X-C	C1112	0	0	0	0	0	0	0	(1,605,000)	0	0
Street Reconstruction: State Street U-T	C1114	0	0	0	0	0	0	0	0	(225,000)	0
Disc Golf Course Construction	C1116	0	(17,000)	0	0	0	0	0	0	0	0
	Total	(477,587)	(990,189)	(1,462,282)	(690,155)	(1,375,592)	(611,807)	(809,185)	(4,255,024)	(922,517)	(15,000)
Total Expenditures and Uses		(477,587)	(990,189)	(1,462,282)	(690,155)	(1,375,592)	(611,807)	(809,185)	(4,255,024)	(922,517)	(15,000)
Change in Fund Balance		288,823	(444,317)	(262,282)	29,487	(185,592)	298,193	45,815	(1,695,024)	257,483	940,000
Ending Balance		613,257	168,940	(93,342)	(63,855)	(249,447)	48,746	94,561	(1,600,463)	(1,342,980)	(402,980)

Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Fire Capital Fund										
Beginning Balance	890,831	869,661	672,371	805,008	(85,731)	(57,343)	70,659	315,659	(426,971)	(585,145)
Revenues and Other Fund Sources										
<i>Revenue</i>										
Addl Transfer from Fire Operating	19,000	0	0	0	0	0	0	0	0	0
Fire Operating Fund	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000
Total	264,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000
Total Revenues and Other Fund Sources	264,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000
Total Funds Available	1,154,831	1,114,661	917,371	1,050,008	159,269	187,657	315,659	560,659	(181,971)	(340,145)
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>Fire Capital Improvements Fund</u>										
Ford Grass - G11 (1990)	FC002	0	(110,000)	0	0	0	0	0	0	0
Zodiac Boat - 11 (1995)	FC003	0	0	(16,882)	0	0	0	0	0	0
ALF Ladder - L11 (1997)	FC004	0	0	0	(1,060,000)	0	0	0	0	0
INT Tanker - T11 (1997)	FC005	0	0	0	0	0	0	0	(403,174)	0
Ford Explorer-S11 (2014)	FC006	0	0	0	0	(73,792)	0	0	0	0
Spartan Engine - E11 (2003)	FC007	0	0	0	0	0	0	(782,863)	0	0
GMC Rescue - R12 (2006)	FC008	(90,040)	0	0	0	0	0	0	0	0
Polaris ATV	FC010	0	(27,318)	0	0	0	0	0	0	0
Carpet Floor 1	FC011	0	(10,927)	0	0	0	0	0	0	0
Cascade System	FC016	0	0	0	(53,045)	0	0	0	0	0
Station Air Compressor	FC017	0	0	0	(5,305)	0	0	0	0	0
Roof Top Air Conditioner #1	FC018	0	0	0	0	(18,448)	0	0	0	0
Roof Top Airconditioner #2	FC019-2	0	0	0	0	0	0	(16,309)	0	0
Overhead Door Replacement	FC020	0	0	(95,481)	0	0	0	0	0	0
Extrication Tool #2	FC024	0	0	0	0	(59,702)	0	0	0	0
Heartstart	FC026	0	(8,000)	0	0	0	0	0	0	0
Autopulse	FC027	0	0	0	0	0	0	(65,238)	0	0
Mobile Radios	FC028	0	(50,000)	0	0	0	0	0	0	0

Source		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Fire Capital Fund											
Portable Radios	FC029	(127,308)	0	0	0	0	0	0	0	0	0
Pagers	FC030	(27,822)	0	0	0	0	0	0	0	0	0
Thermal Imaging Camera #1	FC031	0	0	0	0	0	(14,758)	0	0	0	0
Thermal Imaging Camera #2	FC032	0	0	0	(17,389)	0	0	0	0	0	0
Station Roof	FC033	0	(31,827)	0	0	0	0	0	0	0	0
Floor Scrubber	FC035	0	0	0	0	(17,910)	0	0	0	0	0
Office Furniture	FC036	0	(21,218)	0	0	0	0	0	0	0	0
Fire Station South Parking Lot Paving	FC038	0	(183,000)	0	0	0	0	0	0	0	0
Tanker 11 Heavy Maintenance	FC040	(10,000)	0	0	0	0	0	0	0	0	0
Resuce 11 Heavy Maintenance	FC041	0	0	0	0	0	(10,000)	0	0	0	0
Utility Truck (New)	FC042	0	0	0	0	0	0	0	(90,000)	0	0
Engine 11 Heavy Maintenance	FC043	(30,000)	0	0	0	0	0	0	0	0	0
Pagers	FC044	0	0	0	0	0	0	0	(33,220)	0	0
Fire Department North Parking Lot Paving	FC045	0	0	0	0	(139,000)	0	0	0	0	0
	Total	(285,170)	(442,290)	(112,363)	(1,135,739)	(216,612)	(116,998)	0	(987,630)	(403,174)	0
Total Expenditures and Uses		(285,170)	(442,290)	(112,363)	(1,135,739)	(216,612)	(116,998)	0	(987,630)	(403,174)	0
Change in Fund Balance		(21,170)	(197,290)	132,637	(890,739)	28,388	128,002	245,000	(742,630)	(158,174)	245,000
Ending Balance		869,661	672,371	805,008	(85,731)	(57,343)	70,659	315,659	(426,971)	(585,145)	(340,145)

Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Parks Capital Fund										
Beginning Balance	194,828	314,413	(13,887)	1,613	(64,184)	(147,684)	(114,746)	(172,946)	(453,995)	(388,995)
Revenues and Other Fund Sources										
<i>Revenue</i>										
Carver County Cost Share	0	29,000	0	0	0	0	0	0	0	0
Donation	5,000	0	0	0	0	0	0	0	0	0
Forest Hills Outlot B Park Dedication	61,022	0	0	0	0	0	0	0	0	0
General Fund	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	0
Interest Earnings	1,648	0	0	0	0	0	0	0	0	0
MN DNR Trail Grant	0	150,000	0	0	0	0	0	0	0	0
Park Dedication	26,915	0	0	0	0	0	0	0	0	0
Total	159,585	244,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	0
Total Revenues and Other Fund Sources	159,585	244,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	0
Total Funds Available	354,413	558,413	51,113	66,613	816	(82,684)	(49,746)	(107,946)	(388,995)	(388,995)
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>Park Fund</u>										
Park Shelter - Community Park	PF006	0	0	0	0	0	0	(327,818)	0	0
Rick Johnson Streambank Restoration	PF012	0	0	0	(79,567)	0	0	0	0	0
Hwy 25 Trail Connection to Lewis Ave S	PF016	0	(219,000)	0	0	0	0	0	0	0
Landings Trail Connection	PF020	0	0	0	0	(148,500)	0	0	0	0
Disc Golf Course	PF033	(40,000)	0	0	0	0	0	0	0	0
Sunset Ridge Playground - Phase 1	PF035	0	(50,000)	0	0	0	0	0	0	0
Sunset Ridge Playground - Phase 2	PF036	0	0	0	(51,230)	0	0	0	0	0
Sunset Ridge Playground - Phase 3	PF037	0	0	0	0	0	(32,062)	0	0	0
Sunset Ridge Playground - Phase 4	PF038	0	0	0	0	0	0	(18,231)	0	0
Sunset Ridge Playground - Phase 5	PF039	0	0	0	0	0	0	0	0	(16,519)
Wetland Trail Segment - East	PF040	0	0	0	0	0	0	0	0	(360,200)
Hwy 25 Luce Line Trail Connection	PF042	0	(303,300)	0	0	0	0	0	0	0
South Lewis Pedestrian Connection	PF043	0	0	0	0	0	(123,200)	0	0	0

Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Parks Capital Fund										
Sugarbush Park/Madison St Trail Connection <i>PF046</i>	0	0	(49,500)	0	0	0	0	0	0	0
Luce Line Trail Intersection Improvement <i>PF048</i>	0	0	0	0	0	0	0	0	0	0
<i>Total</i>	(40,000)	(572,300)	(49,500)	(130,797)	(148,500)	(32,062)	(123,200)	(346,049)	0	(376,719)
Total Expenditures and Uses	(40,000)	(572,300)	(49,500)	(130,797)	(148,500)	(32,062)	(123,200)	(346,049)	0	(376,719)
Change in Fund Balance	119,585	(328,300)	15,500	(65,797)	(83,500)	32,938	(58,200)	(281,049)	65,000	(376,719)
Ending Balance	314,413	(13,887)	1,613	(64,184)	(147,684)	(114,746)	(172,946)	(453,995)	(388,995)	(765,714)

Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Utilities Capital Fund										
Beginning Balance	974,926	1,852,721	1,013,818	1,235,043	81,445	129,027	475,027	805,691	1,135,024	925,287
Revenues and Other Fund Sources										
<i>Revenue</i>										
Addl Transfer from Sewer Fund	534,144	0	0	0	0	0	0	0	0	0
Addl Transfer from Water Fund	290,787	0	0	0	0	0	0	0	0	0
Bond Proceeds	0	0	0	6,400,000	0	0	0	0	0	0
Sewer Fund	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	0
State Grant Funds	0	0	0	6,100,000	0	0	0	0	0	0
Storm Water Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	0
Water Fund	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	0
Total	1,274,931	450,000	450,000	12,950,000	450,000	450,000	450,000	450,000	450,000	0
Total Revenues and Other Fund Sources	1,274,931	450,000	450,000	12,950,000	450,000	450,000	450,000	450,000	450,000	0
Total Funds Available	2,249,857	2,302,721	1,463,818	14,185,043	531,445	579,027	925,027	1,255,691	1,585,024	925,287
Expenditures and Uses										
<i>Capital Projects & Equipment</i>										
<u>Utilities Capital Fund</u>										
Sterling Jet Vac	UC001	0	0	0	0	0	0	0	(485,000)	0
Televising Camera	UC002	0	0	0	0	(89,553)	0	0	0	0
Chevy 1/2-Ton	UC004	0	(45,000)	0	0	0	0	0	0	0
Water Plant Brick Seal	UC007	0	(15,000)	0	0	0	0	0	0	0
Water Plant Interior Painting	UC008	0	0	(8,000)	0	0	0	0	0	0
WTF Door Replacement	UC012	(15,000)	0	0	0	0	0	0	0	0
WWTF Asphalt Apron	UC013	0	0	0	(34,000)	0	0	0	0	0
Storm Pond Dredging & Landfill	UC014	(120,000)	0	0	0	0	0	0	0	0
Utilities for Street Mill & Overlay	UC015	(37,131)	(67,000)	(49,000)	(26,000)	(42,000)	(29,000)	(44,336)	(45,667)	(47,037)
Phosphorus Removal & Treatment Equipment	UC017	0	0	0	0	0	0	0	0	0
WWTF Expansion	UC022	0	0	0	(12,500,000)	0	0	0	0	0
Water Tower 2	UC023	0	0	0	(1,400,000)	0	0	0	0	0
4" Diesel Pump - Trailered	UC030	(45,000)	0	0	0	0	0	0	0	0

Source		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Utilities Capital Fund											
Utility Truck Crane	UC031	0	(18,000)	0	0	0	0	0	0	0	0
CIPP Lining of Sanitary Sewer	UC033	(148,005)	(140,903)	(101,775)	(68,598)	0	0	0	0	0	0
Water Tower Rehabilitation	UC035	0	0	0	0	(218,545)	0	0	0	0	0
Sterling Jet Vac Heavy Maintenance	UC036	0	0	(20,000)	0	0	0	0	0	0	0
Kubota RTV 1100	UC037	0	0	0	0	(27,320)	0	0	0	0	0
Utility Service Truck and Body (New)	UC038	0	0	0	(75,000)	0	0	0	0	0	0
Equalization Basin Cleaning	UC039	0	(25,000)	0	0	0	0	0	0	0	0
Geo Storage Bags	UC040	0	0	(20,000)	0	0	0	0	0	0	0
Generator - Reo Rd Lift Station	UC041	0	0	(30,000)	0	0	0	0	0	0	0
Generator - Tuscany Lift Station	UC042	0	0	0	0	(25,000)	0	0	0	0	0
Generator - Whitetail Run Lift Station	UC043	(25,000)	0	0	0	0	0	0	0	0	0
Transfer Switch - Rosewood Lift Station	UC044	(7,000)	0	0	0	0	0	0	0	0	0
I&I Reduction Grant Program	UC045	0	0	0	0	0	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
4" Diesel Trailered Pump (New)	UC046	0	0	0	0	0	0	0	0	(52,700)	0
Well #1 Chemical Feed	UC047	0	(130,000)	0	0	0	0	0	0	0	0
Trailered Hose Reel	UC048	0	(18,000)	0	0	0	0	0	0	0	0
Sewer Main River Crossing Protection	UC049	0	(50,000)	0	0	0	0	0	0	0	0
WWTF Design Phase	UC050	0	(780,000)	0	0	0	0	0	0	0	0
	Total	(397,136)	(1,288,903)	(228,775)	(14,103,598)	(402,418)	(104,000)	(119,336)	(120,667)	(659,737)	(123,448)
Total Expenditures and Uses		(397,136)	(1,288,903)	(228,775)	(14,103,598)	(402,418)	(104,000)	(119,336)	(120,667)	(659,737)	(123,448)
Change in Fund Balance		877,795	(838,903)	221,225	(1,153,598)	47,582	346,000	330,664	329,333	(209,737)	(123,448)
Ending Balance		1,852,721	1,013,818	1,235,043	81,445	129,027	475,027	805,691	1,135,024	925,287	801,839

Report criteria:

- Active Projects
- All Acquisition Year: data
- All Categories
- All Contacts
- All Departments
- All Priority Levels
- All Project Types
- All Source Types

**CITY OF WATERTOWN
RESOLUTION NO. 2019-169**

**RESOLUTION ADOPTING A 2019 TAX LEVY FOR THE CITY OF WATERTOWN
FOR COLLECTION IN 2020**

WHEREAS, the City of Watertown (the “City”) uses the collection of a tax upon properties within municipal limits to fund a portion of its operating budget as well to pay obligations of bonded debt; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Watertown, Minnesota, hereby adopts the following year 2020 tax levy for collection upon taxable property in the City of Watertown for the follow purposes:

General Fund Levy (after state aid reductions)	\$2,085,000
2010 G.O. Street Reconstruction Bonds	\$120,000
2012 G.O. Improvement Bonds	\$225,000
2015 G.O. Bridge/Street Construction Bonds	\$115,000
Total Levy	\$2,545,000

Adopted by the City Council of the City of Watertown this 10th day of December, 2019.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer

**CITY OF WATERTOWN
RESOLUTION NO. 2019-169**

**RESOLUTION ADOPTING 2020 BUDGET FOR ALL GENERAL, ENTERPRISE, FIRE,
EDA, AND CAPITAL INVESTMENT ACTIVITIES**

WHEREAS, the 2020 Budget for all City funds has been prepared in the manner prescribed by the Governmental Accounting Standards Board (GASB); and

WHEREAS, Exhibit A is the 2020 Summary Budget for all City Funds; and

WHEREAS, additional budget detail is available at Watertown City Hall and on the official Watertown website www.ci.watertown.mn.us ; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Watertown hereby adopts the 2020 Budgets for all city funds including General, Enterprise, EDA, Fire, and Capital Investments.

Adopted by the City Council of the City of Watertown this 10th day of December, 2019.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer

**CITY OF WATERTOWN
RESOLUTION NO. 2019-170**

**RESOLUTION APPROVING THE CITY
PAY PLAN FOR 2020**

WHEREAS, the City of Watertown (the “City”) desires to offer a pay and benefits plan that is adequate to retain and attract competent employees; and

WHEREAS, the City has adopted the 2020 Budget & Levy which reflects programmed changes to the current pay and benefits plan; and

WHEREAS, these changes reflect a 2% increase in wages effective the first pay period including January 1st, 2020 and allow step movement for eligible employees upon satisfactory review of their performance upon their anniversary date of hire; and

WHEREAS, employees are confirmed at the following steps of their pay scale step on January 1st: Lynn Tschudi-8, Mike Dressel-4, Shane Fineran-10, Christine Damman-5, Doug Kammerer-10, Mike Loehrs-9, Nancy Pysick-10, Jason Raser-8, Ned Schroeder-10, Logan Pysick-4; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Watertown, Minnesota, hereby approves the attached Pay Plan and changes to benefits referenced.

Adopted by the City Council of the City of Watertown this 10th day of December, 2019.

Steve Washburn, Mayor

ATTEST: _____
Lynn Tschudi, Clerk/Treasurer

2020 Pay Scale

	Points	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Grade 1		\$28,082	\$28,784	\$29,503	\$30,241	\$30,997	\$31,772	\$32,566	\$33,380	\$34,215	\$35,070
Grade 2		\$30,047	\$30,798	\$31,568	\$32,358	\$33,167	\$33,996	\$34,846	\$35,717	\$36,610	\$37,525
Grade 3		\$32,151	\$32,954	\$33,778	\$34,623	\$35,488	\$36,375	\$37,285	\$38,217	\$39,172	\$40,152
Grade 4		\$34,401	\$35,261	\$36,143	\$37,046	\$37,972	\$38,922	\$39,895	\$40,892	\$41,914	\$42,962
Grade 5	136	\$36,809	\$37,729	\$38,673	\$39,640	\$40,631	\$41,646	\$42,687	\$43,755	\$44,848	\$45,970
Grade 6	141	\$39,386	\$40,371	\$41,380	\$42,414	\$43,475	\$44,562	\$45,676	\$46,817	\$47,988	\$49,188
Grade 7	163-169	\$42,143	\$43,196	\$44,276	\$45,383	\$46,518	\$47,681	\$48,873	\$50,095	\$51,347	\$52,631
Grade 8	181	\$45,093	\$46,220	\$47,376	\$48,560	\$49,774	\$51,018	\$52,294	\$53,601	\$54,941	\$56,315
Grade 9	171	\$48,249	\$49,456	\$50,692	\$51,959	\$53,258	\$54,590	\$55,955	\$57,353	\$58,787	\$60,257
Grade 10	176	\$51,627	\$52,918	\$54,240	\$55,596	\$56,986	\$58,411	\$59,871	\$61,368	\$62,902	\$64,475
Grade 11	238	\$55,241	\$56,622	\$58,037	\$59,488	\$60,975	\$62,500	\$64,062	\$65,664	\$67,305	\$68,988
Grade 12		\$59,108	\$60,585	\$62,100	\$63,652	\$65,244	\$66,875	\$68,547	\$70,260	\$72,017	\$73,817
Grade 13	282	\$63,245	\$64,826	\$66,447	\$68,108	\$69,811	\$71,556	\$73,345	\$75,179	\$77,058	\$78,984
Grade 14	289-332	\$67,672	\$69,364	\$71,098	\$72,876	\$74,698	\$76,565	\$78,479	\$80,441	\$82,452	\$84,513
Grade 15	337	\$72,409	\$74,220	\$76,075	\$77,977	\$79,926	\$81,925	\$83,973	\$86,072	\$88,224	\$90,429
Grade 16		\$77,478	\$79,415	\$81,400	\$83,435	\$85,521	\$87,659	\$89,851	\$92,097	\$94,399	\$96,759
Grade 17	457	\$87,444	\$89,630	\$91,870	\$94,167	\$96,521	\$98,934	\$101,408	\$103,943	\$106,541	\$109,205

Deputy Clerk-Treasurer	6	Maintenance Worker	7
Utility Worker II	10	Administrative Assistant	6
Utility Worker I	9	Clerk Treasurer	11
Public Services & Utilities Supervisor	14		
City Administrator	17		

Part-Time and On-Call Wages

	Per Hour
Winter Seasonal	\$ 14.00
PW Summer Seasonal	\$ 14.00
Utility Summer Seasonal	\$ 14.00
Clerical Part-time	\$ 10.20
Election Judge	\$ 10.20
Fire On Call	\$ 10.71
Fire Training Hours	\$ 10.71

Fire Officer Pay

Chief 1	\$ 3,214.84
Chief 2	\$ 1,928.90
Chief 3	\$ 1,928.90
Captain (4)	\$ 3,429.16
Training Captain	\$ 964.45
Secretary Treasurer	\$ 803.71
Fire Prevention Officer	\$ 267.90
SCBA	\$ 214.32

**ORDINANCE NO. 416
(Fee Schedule)
(not Codified)**

CITY OF WATERTOWN

CARVER COUNTY, MINNESOTA

AN ORDINANCE ESTABLISHING A UNIFORM SYSTEM OF FEES, CHARGES, COSTS AND RATES FOR CITY LICENSES, PERMITS, APPLICATIONS, INFORMATION, SERVICES AND OTHER MATTERS.

OFFICIAL SUMMARY

December 10, 2019

The following is the official summary of Ordinance No. 416 of the City of Watertown adopted December 10, 2019, pertaining to the establishment of certain fees and charges.

The City of Watertown has adopted a fee schedule that establishes a system of fees, charges, costs and rates for City licenses, permits, applications, information, services and other matters provided by the City to be effective January 1, 2020.

The fee schedule is attached to and made a part of Ordinance No. 416 adopted December 10, 2019, and sets fees and charges for such categories as the following:

Administrative Fees, Amusement Devices, Assessment Search, Building Permits, Planning, Zoning and Land Use, Escrow Deposits, Community Center Rental, Parks, Fire Department, Licenses and Permits, Meetings, Utilities (water, sewer, storm sewer rates and connection charges), Public Works and Right of Way Utility Permits

The ordinance also adopts the rates and charges for various consultants as they are on file with the City.

The fees and charges may be changed from time to time by Council action.

A PRINTED COPY OF THIS ENTIRE ORDINANCE IS AVAILABLE FOR INSPECTION AND REVIEW BY ANY PERSON AT THE OFFICE OF THE CLERK-TREASURER OF THE CITY OF WATERTOWN AT THE WATERTOWN CITY HALL, 309 LEWIS AVENUE SOUTH, WATERTOWN, MINNESOTA, 55388.

Steve Washburn, Mayor

Lynn Tschudi, Clerk-Treasurer

(Published in the *Carver County News* on Dec. 26, 2019)

2020 Administrative Fees

Type	Terms & Conditions	2020 Fee			
Business Licenses and Permits					
	Adult Use License Application Fee	\$ 20,000.00			
	Adult Use License Application Investigation Fee	\$ 5,000.00			
	Adult Use License Renewal Fee	\$ 5,500.00			
	Business Operation Permit				Cost of inspection
	Cigarette License	\$ 100.00			
	Fireworks Sales and Display Permit				Cost of inspection
	Garbage Hauler Permit	\$ 100.00			Plus \$50 per truck
	Mobile Home Permit	Per Pad	\$ 20.00		
	Pawn Shop License		\$ 10,000.00		
	Peddler Permit		\$ 100.00		
	Rental Unit Permit				Cost of Inspection

Community Center Rental			7.375% Tax Rate		
Resident	Non-Resident		Resident	Non-Resident	
125	175	One Room	\$ 134.22	\$ 187.91	Includes Tax
200	300	Two Rooms	\$ 214.75	\$ 322.13	Includes Tax
275	425	Three Rooms	\$ 295.28	\$ 456.34	Includes Tax

Copy and Fax Costs		B&W	Color		
	Fax Copy	\$ 0.25			
	8 1/2 x 11	\$ 0.25	\$ 0.50		
	11 x 17	\$ 0.50	\$ 1.00		
	Custom Printing (Large format)	\$ 5.00	\$ 7.50		
	Electronic Copies (Comp Plan, design standards, studies, etc.)	\$ 25.00			
	Video Tape Dubbing	\$ 25.00			

2020 Administrative Fees

Fines		Terms and Contions			
	Code Violations	Includes but not limited to: weeds, mowing, trash	\$ 100.00		Plus actual cost incurred
	Smoking Violation	Underage smoking	\$ 75.00		
	Vehicle Impound	Towing Fee and Administrative Fee	\$ 150.00		
	Impound Storage	Per 24 hours	\$ 10.00		

Pet Fees and Fines					
	Dog Off Leash		\$ 35.00		
	Animal Pick-up Charge		\$ 50.00		
	Impoundment Fines	1st Offense	\$ 35.00		Kennel fees not included
		2nd Offense	\$ 75.00		Kennel fees not included
		3rd Offense	\$ 100.00		Kennel fees not included

Service Fees and Miscellaneous					
	Public Notice & Mailing				Cost plus staff time
	Recording Fees				Cost plus staff time
	Rental Housing inspection				Per Rental Inspection Ord.
	Returned Check Charge		\$ 29.00		
	Election Filing Fee		\$ 15.00		
	Delinquent Charge Certification		\$ 50.00		
	Special Assessment Search		\$ 25.00		
	Municipal Subsidy Application Escrow	(application for Tax Increment Financing, Tax Abatement, etc.)	\$9,000		

2020 Liquor Fees

Type		
3.2% Malt Liquor On-Sale	\$ 200.00	
3.2% Malt Liquor Off-Sale	\$ 240.00	
Consumption & Display, Bottle Club	\$ 300.00	\$250 state license fee + \$50 City license fee
Consumption & Display, One Day	\$ 25.00	
Bed and Breakfast On-Sale Wine License	\$ 2,000.00	
Wine License On-Sale (this includes Sunday sales)	\$ 2,000.00	
Off-Sale Intoxicating Liquor License	\$ 240.00	State Maximum allowed by law
Off-Sale Small Brewer	\$ 300.00	Includes Sunday Growler sales
Off-Sale Brew Pub	\$ 300.00	Includes Sunday Growler sales
Off-Sale Microdistillery	\$ 240.00	State Maximum allowed by law
On-Sale Intoxicating Liquor License	\$ 5,000.00	
Sunday On-Sale Intoxicating liquor	\$ 200.00	
On-Sale Brewer Tap Room	\$ 300.00	
On-Sale Brew Pub	\$ 300.00	
On-Sale Microdistillery Cocktail Room	\$ 300.00	
Temporary 3.2% Malt Liquor On-Sale	\$ 10.00	
Temporary 3.2% Malt Liquor On-Sale	\$ 30.00	Multi day up to 3 days
Temporary Liquor On-Sale	\$ 50.00	One day
Temporary Liquor On-Sale	\$ 200.00	Multi day up to 4 days
License Investigation Fee	\$ 500.00	All License Types/Deposit Plus Additional Costs if Any
2 a.m. License	Varies	Set by State on Application

2020 Utility Fees

Type	Terms and Conditions	2020 Fee
Sewer - Monthly		
Monthly Basic Charge	Rate per ERU (Equivalent Residential Unit)	\$ 19.90
1 to 2,000 gallons	Usage: 1-2000 gallons	\$ 2.75
2001 + gallons	per 1000 gallons PLUS rate shown above	\$ 5.78
Commercial Sewage Dumping	per 1000 gallons	\$ 36.00
Non-metered sewer		\$ 12.04

Stormwater - Monthly		
Monthly Basic Charge		\$ 3.75

Water - Monthly			
Water Base Charge	Rate per ERU (Equivalent Residential Unit)	\$ 18.77	
Minnesota Water Testing Fee		\$ 0.58	*check with Christine
1-2,000 gallons	per 1000 gallons	\$ 2.01	
2001-8000	per 1000 gallons PLUS rate shown above	\$ 3.90	
8001-15000	per 1000 gallons PLUS rate shown above	\$ 4.74	
15001-50000	per 1000 gallons PLUS rate shown above	\$ 5.03	
50000+	per 1000 gallons PLUS rate shown above	\$ 5.57	
Hydrant Use	Minimum Charge	\$ 39.02	First 10,000 gallons
		\$ 5.57	Per 1,000 over 10,000
Hydrant Meter deposit	Refundable if returned in preexisting condition	\$ 500.00	
Utility Penalty (late fee)	10% of unpaid balance per month		

Utility Area Charges			
Sewer Area Charge		\$ 2,896.52	Per acre
Water Area Charge		\$ 788.54	Per acre

2020 Utility Fees

Utility Connection Charges		Terms and Conditions	
Sewermain Trunk Charge	Fee is per ERU	\$ 4,456.19	
Sewer Inspection Fee		\$ 54.08	
Storm System Charge	Fee is per ERU	\$ 1,703.36	
Watermain Trunk Charge	Fee is per ERU	\$ 4,202.81	
Water Inspection Fee		\$ 54.08	
Water Meter Reinspection fee		\$ 128.75	
	Radio Remote	\$ 425.00	
5/8" Meter, MXU, horns and connections	Minimum 1 hour installation	\$ 370.00	
1" Meter, MXU, horns and connections		\$ 460.00	
1 1/2" Meter, MXU and flanges		\$ 1,105.00	
2" Meter, MXU and flanges		Cost plus installation	
2" C2 compound, MXU and flanges		Cost plus installation	
3" C2 compound, MXU and flanges		Cost plus installation	
4" C2 compound, MXU and flanges		Cost plus installation	
Water Service Involuntary Disconnect Charge		\$ 155.00	
Water Service Voluntary Reconnect & Disconnect Charge		\$ 52.00	
Water Service Involuntary Reconnect Charge		\$ 155.00	

Utility Miscellaneous			
Televise Lines	2 person crew - 1 hour minimum	\$ 175.00	Per hour
Utility research	Minimum 1 hour charge	\$ 50.00	Per hour
Water Meter Testing Deposit		\$ 35.00	
Utility Franchise Application Fee		\$ 5,000.00	
Utility Franchise Escrow		\$ 5,000.00	

Watering Restrictions			
		1st Offense	Warning/Citation
		2nd Offense	\$ 75.00
		3rd Offense	\$ 250.00

2020 Planning Zoning Fees

Type

Terms and Conditions

Escrow Deposits					
	Cell/Antenna Tower	Prior to site plan review/CUP	\$10,000.00		
	EAW	Costs accumulated by city		Cost estimate	
	New Development Escrow	Required as part of sketch plan application	\$15,000.00		
	Project Deemed Necessary by Council		\$10,000.00		
	Resident or Non-Resident Requested feasibility study	Council Approval Required		Cost plus \$1,500 escrow	
	Developer shall maintain the escrow account in good standing throughout the planning process. If the escrow account falls below a zero balance, the city may stop all work on the project until the account is replenished to the pre-determined amount. Any remaining funds in the escrow account will be refunded upon completion of the project and acceptance by the city.				

Planning and Zoning Fees					
	Annexation Application Fee	5 acres or less	\$200.00		
	Annexation Application Fee	Greater than 5 acres	\$500.00		
	Appeal		\$200.00		
	Engineering Grading Survey Review			Cost incurred by City	
	Vacation of Property, Public Right-of-Way and Easements		\$250.00		
	Zoning Permit (Fences 6' or less, swimming pool, shed less than 120 SF, pat	One Time Administrative Fee	\$50.00		
	Subdivision Plat Extension		\$50.00		
	Subdivision	Sketch Plan	\$500.00		
		Preliminary Plat	\$500.00	Plus \$10 per lot	
		Final Plat	\$400.00	Plus \$10 per lot	
	Petition for Municipal Services	One Time Administrative Fee	\$250.00	Non-Refundable	
		Escrow	\$1,500.00		
	Comprehensive Plan Amendment	One Time Administrative Fee	\$750.00	Non-Refundable	
		Escrow	\$2,500.00		

2020 Planning Zoning Fees

Planning and Zoning Fees Continued	One Time Administrative Fee	Escrow			
Boundary Adjustment/Lot Split	\$500.00	\$1,500.00			
Conditional Use Permit, Variance, Interim Use Permit	\$500.00	\$1,500.00			
Minor Subdivision (Lot division or consolidation)	\$500.00	\$1,500.00			
Site Plan	\$500.00	\$1,500.00			
Site Plan Amendment	\$500.00	\$1,500.00			
Rezoning	\$500.00	\$1,500.00			
Zoning Text Amendment	\$500.00	\$1,500.00			
Other Planning Requests of the City Council	\$500.00	\$1,500.00			
<p>In addition to the application fee, the applicant for development plan review must also pay all costs incurred by the City including City staff time, legal, engineering, administrative, building inspection services, and services of other persons or entities employed or contracted by the City for, or in any way involved in, the review and inspection of the development plan and public utility extensions contemplated thereby, including but not limited to streets, sidewalks, trails, water lines, sanitary sewer lines, storm sewer lines, street lights, electric and gas lines, water retention areas and all other improvements intended for public use or benefit constructed or caused to be constructed by the owner and under no condition shall the fee be refunded for the failure of the City to approve the development plan. All charges incurred for this review shall be the sole responsibility of the applicant.</p>					
<p>All fees are doubled for after the fact applications</p>					

Miscellaneous					
Driveway Deposit					\$ 1,000.00

Meetings					
Regular Meeting	Planning or City Council	\$ 100.00			
Special Meeting Fee	Planning Commission	\$ 200.00			
	Park Commission	\$ 200.00			
	City Council	\$ 250.00			
Sign Permit		\$ 100.00			
Sign Permit Appeal Fee		\$ 500.00	Plus \$1,500 Escrow		

2020 Park Fees

Type	Terms and Conditions			
Watertown Organization/Team Annual Field Use Fee	Annual	\$ 250.00	Plus Tax	
Non- Watertown Organization/Team Seasonal Field Use Fee	Per Season (spring, summer, fall. Etc.)	\$ 500.00	Plus Tax	
Non-Watertown Organization/Team Field Use Fee	Per day/Event	\$ 60.00	Plus Tax	
Park Facility Reservation Fee		\$ 25.00	Plus Tax	
Concession Usage Fee (Per Year)	Per Year	\$ 50.00	Plus Tax	
Single Event (Circus, Race, Event, etc.)		\$ 250.00	Plus Tax	
Deposit per key (Concessions, Press Box, Restrooms)		\$ 25.00		
Damage Deposit for concession Stand		\$ 100.00		
Damage Deposit for scoreboard remote		\$ 100.00		
Damage Deposit for shelter/general use		\$ 100.00		
Damage/Cleanup Deposit Single Event		\$ 250.00		
Highland Park Lights	Non-Watertown Teams	\$ 60.00	Per game	
Hockey Rink Lights		\$ 60.00	Per use	
Key Deposit	Concessions, press box, restrooms, warming house	\$ 25.00	Per key	

7.375% Tax Rate

Park Dedication	Valuation per acre	\$ 40,000.00
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Tree Replacement Fee	Per caliper inch for trees not replaced	\$ 100.00
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2020 Public Works Fees

Type	Terms and Conditions		
GMC 1 Ton		\$ 35.00	Per hour
	With plow and sander	\$ 70.00	Per hour
	With sprayer	\$ 70.00	Per hour
Generator - 20 hp		\$ 30.00	Per hour
Generator - Portable		\$ 20.00	Per hour
Jetter/Vac		\$ 150.00	Per hour
Toro Grounds Master 7210	With 100" deck	\$ 100.00	Per hour
	With broom	\$ 75.00	Per hour
	With snow blower	\$ 75.00	Per hour
	with v-plow	\$ 75.00	Per hour
Kubota MX 125		\$ 65.00	Per hour
	With Blower	\$ 80.00	Per hour
Kubota RTV 900		\$ 35.00	Per hour
	With post pounder	\$ 50.00	Per hour
	With sprayer	\$ 50.00	Per hour
Kubota RTV 1100		\$ 35.00	Per hour
	With Blade	\$ 50.00	Per hour
Mower - Walk Behind		\$ 20.00	Per hour
Mower - Rider		\$ 35.00	Per hour
Payloader		\$ 100.00	Per hour
	with plow	\$ 150.00	Per hour
Pickup		\$ 20.00	Per hour
	With plow	\$ 40.00	Per hour
Single Axle Truck		\$ 35.00	Per hour
	With plow and wing	\$ 75.00	Per hour
Tandem Axle Truck		\$ 40.00	Per hour
	With plow and wing	\$ 80.00	Per hour
Skid Loader		\$ 45.00	Per hour
	With plow	\$ 65.00	Per hour
	With broom	\$ 75.00	Per hour

	With blower	\$ 90.00	Per hour
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2020 Public Works Fees

Public Works Fees Continued	Terms and Conditions		
Snow Blower Walk Behind		\$ 20.00	Per hour
Sweeper		\$ 250.00	Per hour
Tractor - 35 HP		\$ 30.00	Per hour
	With sprayer	\$ 40.00	Per hour
Tractor - 60 HP		\$ 40.00	Per hour
	With 14' mower	\$ 75.00	Per hour
Water Pumps	Both the 1 1/2" and 2" pumps	\$ 35.00	Per hour
Water Wagon		\$ 20.00	Per hour
A one hour minimum charge applies to all Public Works fees. City equipment is not rented without a city employee operator. Usage fees do not include labor.			

2020 Fire Department Fees

Type	Terms and Conditions	
Aerial Ladder or Platform	Hourly Rate with Staff of 6	\$ 525.00
Engine 1250 GPM	Hourly Rate with Staff of 5	\$ 410.00
Tanker with a pump	Hourly Rate with Staff of 2	\$ 260.00
Tanker without a pump	Hourly Rate with Staff of 2	\$ 210.00
Grass Rig	Hourly Rate with Staff of 2	\$ 180.00
Heavy Rescue	Hourly Rate with Staff of 6	\$ 430.00
Light Rescue	Hourly Rate with Staff of 4	\$ 275.00
Utility	Hourly Rate with Staff of 4	\$ 240.00
Boat	Hourly Rate with Staff of 2	\$ 195.00
Haz Mat Trailer	Hourly Rate with Staff of 6	\$ 400.00
ATV	Hourly Rate with Staff of 2	\$ 150.00
A one hour minimum charge applies to all Fire Department fees. City equipment is not rented without a city employee operator. Usage fees do not include labor.		

2020 Right-of-Way Fees

Type

Annual Registration Fee	\$ 25.00			
Extra Work Added Permit	\$ 50.00			
Installing utilities in an existing conduit	\$ 125.00			
Obstruction Permit	0-7 days	8-30 days	31 or more days	
	\$ 25.00	\$ 75.00	\$ 125.00	
Residential Drop	\$ 125.00			
Utility Permit	\$ 400.00	Plus \$0.25 per foot over 300'		
Work without a permit fine		Double standard permit fee		

Right-of-Way Fees - 19

2020 Staff Fees

City Staff Rate	\$ 50.00	Per hour		
There is a minimum charge of 2 hours for staff called out after normal business hours.				
Bolten and Menk		Cost incurred		
Countryside Kennels		Per contract cost		
Hoff, Barry and Kozar		Cost incurred		
MK Land		Cost incurred		
Other Consultants		Cost incurred		
Police		Per contract cost		
<p>Additional Consultant Fees. There may be situations where additional consultants are needed depending upon the circumstance. These costs will be charged to the applicant at no mark up and based on the actual costs incurred by the City.</p>				