

2014

Operating Budget

**CITY OF BENSON
1410 KANSAS AVENUE
BENSON, MINNESOTA 56215
2014 OPERATING BUDGET**

LEGISLATIVE BODY

Mayor Paul Kittelson
Council Members Sue Fitz
Michael Fugleberg
Stephanie Heinzig
Jack Evenson

ADMINISTRATIVE STAFF

City Manager Robert Wolfington
City Attorney Don Wilcox
Director of Public Works Dan Gens
Director of Finance Glen Pederson
Police Chief Ian Hodge
Liquor Store Manager Timothy O'Connor
Librarian Dawn Erickson
Fire Chief Mark Schreck

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EXPENSES BY DEPARTMENTS

SALARY, FRINGE & CAPITAL OUTLAY

SECTION I

LEVY INFORMATION

This schedule shows the Outstanding Bond issues of the City of Benson, their original amounts, final maturity date, their balance due, and the past three years tax levy history. The bonds are broken down into two sections - **Issue Tax Levy** and **Issue Non-Levy**. The Issue Tax Levy Bonds are those paid off by levying taxes against the property and/or special assessments. The Issue Non-Levy Bonds have an identified revenue source other than the property tax to pay off the bonds. However, in the event these revenues are not enough to make the payments the City would have to make them from general revenues with the exception of the Electric Generation Bonds. See the Bonded Indebtedness section for additional information.

The **Historic Tax Levy** reflects the amount of dollars levied against the property in the City of Benson from 2005 - 2014. These amounts have changed considerably over the past several years due to the tax law changes and the amount of Local Government Aid the City receives.

BUDGETED REVENUE SOURCES

This schedule outlines the major revenue sources of the General Fund, the percentage each one represents of the total budget, and the percentage change from the previous year.

EXPENSES BY DEPARTMENTS

The main departments of the General Fund are listed (net of their capital outlay amounts), the percentage each one represents of the total budget, and the percentage change from the previous year.

SALARY, FRINGE AND CAPITAL OUTLAY

This schedule shows the percentage that Salaries, Fringe Benefits and the transfer to the General Capital Outlay Fund make of the total budget and the percentage change from the previous year.

BONDED INDEBTEDNESS

ISSUE TAX LEVY

G.O. Refunding 2012 (Swimming Pool) G.O. Swimming Pool Bonds of 2003 G.O. Capital Street Equipment 2006 GROSS DEBT SERVICE LEVY	ORIGINAL AMOUNT	MATURITY DATE	BALANCE DUE	2012		2013		2014	
				Actual TAX LEVY	DEBT SERVICE	AUTO TAX LEVY	DEBT SERVICE	AUTO TAX LEVY	DEBT SERVICE
	635,000	2022	575,000	0	70,067	71,211	71,211	67,670	70,896
	965,000	Called	0	79,562	0	0	0	0	0
	250,000	Called	0	35,516	0	0	0	0	0
TOTAL	1,850,000		575,000	115,078	70,067	71,211	71,211	67,670	70,896

ISSUE NON-LEVY

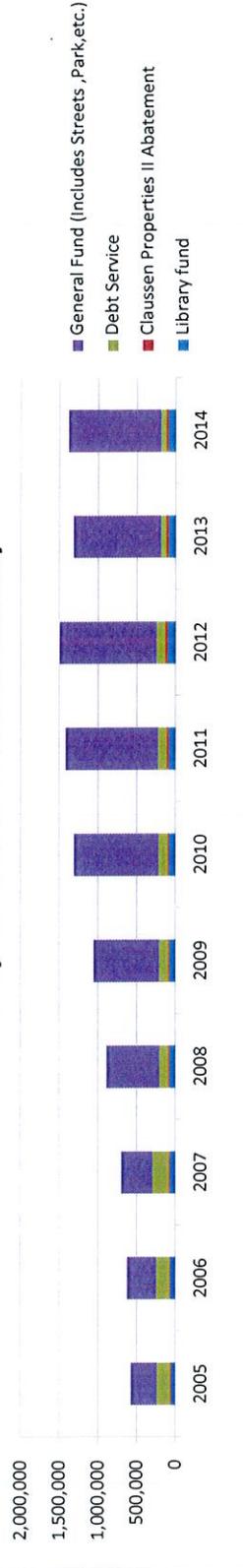
G.O. Water and Sewer Revenue Bonds of 2009A	1,000,000	2020	570,000	0	150,000	0	0	147,075	0
G.O. Equipment 2012 (Electric Pollution Control)	495,000	2024	495,000	0	8,478	0	0	56,583	0
G.O. Sewer Revenue Notes 2005	4,322,000	2024	2,679,000	0	273,321	0	0	273,044	0
Electric Revenue Bonds of 2007	6,890,000	2027	5,380,000	0	523,204	0	0	520,954	0
G.O. Water Revenue Notes 2011	3,341,460	2030	3,109,000	0	212,009	0	0	213,066	0
TOTAL NON-LEVY	16,048,460		12,233,000	0	1,167,012	0	0	1,210,722	0

HISTORIC TAX LEVY

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
General Fund (Includes Streets, Park, etc.)	336,520	374,815	400,861	685,338	843,941	1,092,719	1,192,894	1,255,996	1,134,500	1,195,181
Claussen Properties II Abatement	11,000	11,000	11,000	12,000	12,000	12,000	18,700	22,000	22,000	20,000
Library fund	66,157	74,579	81,529	86,523	89,657	95,496	100,496	116,311	104,450	106,800
Debt Service	170,216	170,894	210,422	115,760	118,543	121,115	116,345	115,078	71,211	70,896
TOTAL TAX LEVIES	583,893	631,288	703,812	899,621	1,064,141	1,321,330	1,428,435	1,509,385	1,332,161	1,392,877
Percent increase from previous year.	3.0%	8.1%	11.5%	27.8%	18.3%	24.2%	8.1%	5.7%	-11.7%	4.6%

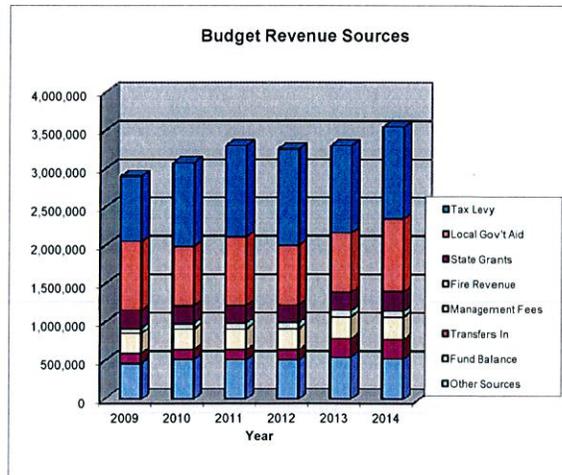
1. Includes \$142,477 for 2008 and 2009 unallotted aids and credits.
2. Includes \$232,413 for 2010 unallotted aids and credits.
3. Includes \$148,390 for 2011 unallotted aids and credits.

City of Benson-Historic Tax Levy



BUDGETED REVENUE SOURCES - GENERAL FUND

	2009 Revised	2010	2011	2012	2013	2014
TAX LEVY \$	843,941	1,092,719	1,184,563	1,255,996	1,134,500	1,195,181
TAX LEVY %	29.1	35.5	35.9	38.6	34.4	33.7
<u>Change from Prev Year %</u>	<u>23.1%</u>	<u>29.5%</u>	<u>8.4%</u>	<u>6.0%</u>	<u>-9.7%</u>	<u>5.3%</u>
LOCAL GOV'T AID \$	898,495	776,650	897,970	776,650	776,650	952,025
LOCAL GOV'T AID %	31.0	25.2	27.2	23.8	23.5	26.8
<u>Change from Prev Year \$</u>	<u>-4.8%</u>	<u>-13.6%</u>	<u>15.6%</u>	<u>-13.5%</u>	<u>0.0%</u>	<u>22.6%</u>
STATE GRANTS \$	231,315	224,995	224,395	226,327	230,552	245,552
STATE GRANTS %	8.0	7.3	6.8	6.9	7.0	6.9
<u>Change from Prev Year \$</u>	<u>6.9%</u>	<u>-2.7%</u>	<u>-0.3%</u>	<u>0.9%</u>	<u>1.9%</u>	<u>6.5%</u>
FIRE REVENUE \$	69,596	73,559	77,900	79,000	86,500	83,000
FIRE REVENUE %	2.4	2.4	2.4	2.4	2.6	2.3
<u>Change from Prev Year \$</u>	<u>17.0%</u>	<u>5.7%</u>	<u>5.9%</u>	<u>1.4%</u>	<u>9.5%</u>	<u>-4.0%</u>
MANAGEMENT FEES \$	263,277	268,541	273,909	279,384	284,972	290,679
MANAGEMENT FEES %	9.1	8.7	8.3	8.6	8.6	8.2
<u>Change from Prev Year \$</u>	<u>3.0%</u>	<u>2.0%</u>	<u>2.0%</u>	<u>2.0%</u>	<u>2.0%</u>	<u>2.0%</u>
TRANSFERS \$	128,368	128,173	130,000	130,000	235,000	250,000
TRANSFERS %	4.4	4.2	3.9	4.0	7.1	7.1
<u>Change from Prev Year \$</u>	<u>-48.5%</u>	<u>-0.2%</u>	<u>1.4%</u>	<u>0.0%</u>	<u>80.8%</u>	<u>6.4%</u>
FUND BALANCE \$	0	0	0	0.0	0.0	0.0
FUND BALANCE %	0.0	0.0	0.0	0.0	0.0	0.0
OTHER SOURCES \$	466,870	515,565	510,098	509,550	551,544	529,350
OTHER SOURCES %	16.1	16.7	15.5	15.6	16.7	14.9
<u>Change from Prev Year \$</u>	<u>-3.4%</u>	<u>10.4%</u>	<u>-1.1%</u>	<u>-0.1%</u>	<u>8.2%</u>	<u>-4.0%</u>
TOTAL \$	2,901,862	3,080,202	3,298,835	3,256,907	3,299,718	3,545,787
TOTAL %	100.0	100.0	100.0	100.0	100.0	100.0
<u>Change from Prev Year \$</u>	<u>0.3%</u>	<u>6.1%</u>	<u>7.1%</u>	<u>-1.3%</u>	<u>1.3%</u>	<u>7.5%</u>

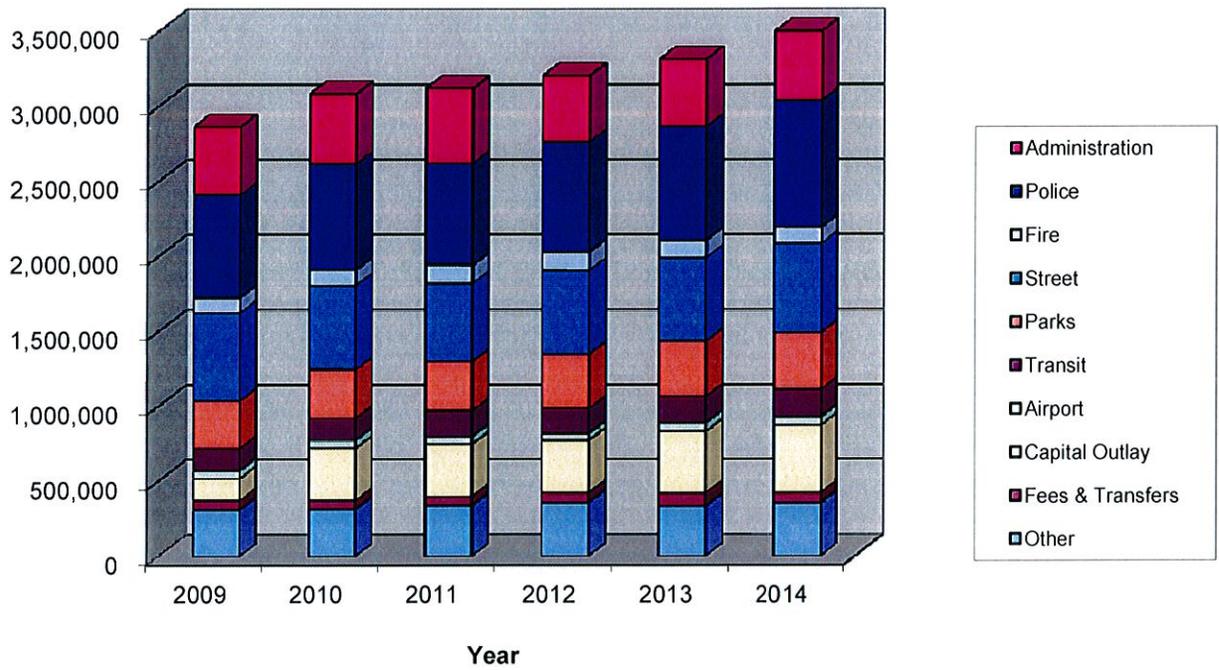


Expenses By Department

(Excluding Capital Outlay & Fees)
2009 - 2014

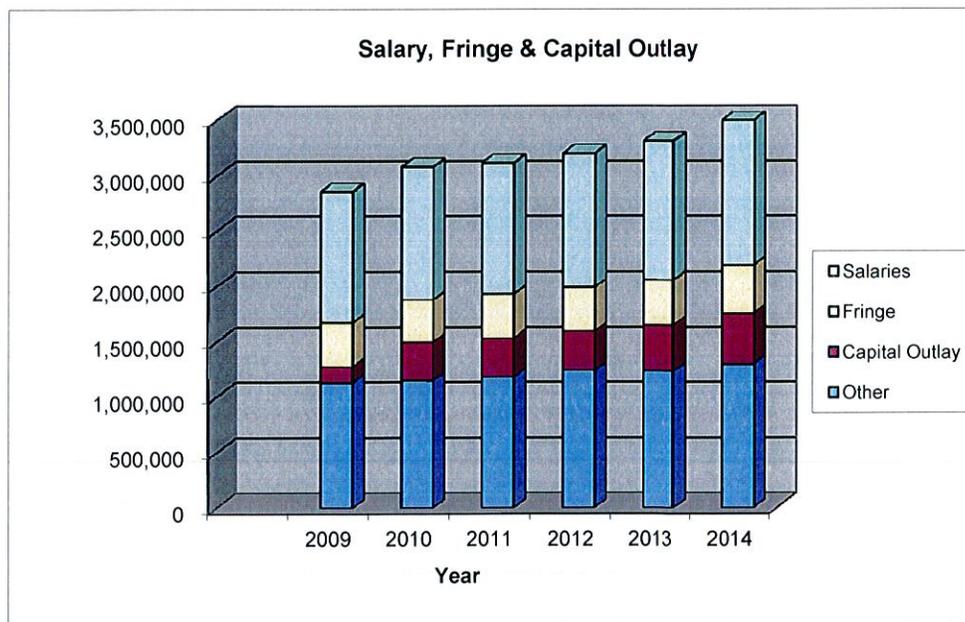
	2009 Revised	2010	2011	2012	2013	2014
ADMINISTRATION \$	456,165	466,500	500,670	442,750	451,300	462,700
ADMINISTRATION %	15.9	15.1	16.1	13.8	13.6	13.2
<u>Change from Prev Year %</u>	<u>3.7%</u>	<u>2.3%</u>	<u>7.3%</u>	<u>-11.6%</u>	<u>1.9%</u>	<u>2.5%</u>
POLICE \$	678,349	703,576	675,279	731,021	752,600	841,260
POLICE %	23.7	22.8	21.7	22.8	22.7	24.1
<u>Change from Prev Year %</u>	<u>4.5%</u>	<u>3.7%</u>	<u>-4.0%</u>	<u>8.3%</u>	<u>3.0%</u>	<u>11.8%</u>
FIRE \$	105,007	106,900	125,275	125,000	120,800	111,450
FIRE %	3.7	3.5	4.0	3.9	3.6	3.2
<u>Change from Prev Year %</u>	<u>5.7%</u>	<u>1.8%</u>	<u>17.2%</u>	<u>-0.2%</u>	<u>-3.4%</u>	<u>-7.7%</u>
STREET \$	584,730	557,350	517,410	555,360	553,900	590,650
STREET %	20.4	18.1	16.6	17.3	16.7	16.9
<u>Change from Prev Year %</u>	<u>0.5%</u>	<u>-4.7%</u>	<u>-7.2%</u>	<u>7.3%</u>	<u>-0.3%</u>	<u>6.6%</u>
PARKS \$	319,116	328,500	329,615	365,085	371,640	381,250
PARKS %	11.2	10.7	10.6	11.4	11.2	10.9
<u>Change from Prev Year %</u>	<u>3.8%</u>	<u>2.9%</u>	<u>0.3%</u>	<u>10.8%</u>	<u>1.8%</u>	<u>2.6%</u>
TRANSIT \$	146,918	144,950	172,100	165,956	175,700	182,500
TRANSIT %	5.1	4.7	5.5	5.2	5.3	5.2
<u>Change from Prev Year %</u>	<u>-8.7%</u>	<u>-1.3%</u>	<u>18.7%</u>	<u>-3.6%</u>	<u>5.9%</u>	<u>3.9%</u>
AIRPORT \$	53,070	54,330	51,190	45,630	56,230	56,030
AIRPORT %	1.9	1.8	1.6	1.4	1.7	1.6
<u>Change from Prev Year %</u>	<u>-2.1%</u>	<u>2.4%</u>	<u>-5.8%</u>	<u>-10.9%</u>	<u>23.2%</u>	<u>-0.4%</u>
CAP. OUTLAY \$	147,690	348,600	350,000	350,000	412,000	450,000
CAP. OUTLAY %	5.2	11.3	11.2	10.9	12.4	12.9
<u>Change from Prev Year %</u>	<u>-26.2%</u>	<u>136.0%</u>	<u>0.4%</u>	<u>0.0%</u>	<u>17.7%</u>	<u>9.2%</u>
FEES & TRANSFERS \$	60,000	56,821	58,271	63,837	84,528	66,303
FEES & TRANSFERS %	2.1	1.8	1.9	2.0	2.6	1.9
<u>Change from Prev Year %</u>	<u>-8.1%</u>	<u>-5.3%</u>	<u>2.6%</u>	<u>9.6%</u>	<u>32.4%</u>	<u>-21.6%</u>
OTHER \$	309,319	312,675	337,355	356,670	333,020	353,590
OTHER %	10.8	10.2	10.8	11.1	10.1	10.1
<u>Change from Prev Year %</u>	<u>-7.8%</u>	<u>1.1%</u>	<u>7.9%</u>	<u>5.7%</u>	<u>-6.6%</u>	<u>6.2%</u>
TOTAL \$	2,860,364	3,080,202	3,117,165	3,201,309	3,311,718	3,495,733
TOTAL %	100.0	100.0	100.0	100.0	100.0	100.0
<u>Change from Prev Year %</u>	<u>-1.1%</u>	<u>7.7%</u>	<u>1.2%</u>	<u>2.7%</u>	<u>3.4%</u>	<u>5.6%</u>

Expenses by Department



SALARY, FRINGE, AND CAPITAL OUTLAY 2009 - 2014

	2009 Revised	2010	2011	2012	2013	2014
SALARIES \$	1,186,278	1,202,746	1,188,650	1,210,148	1,251,560	1,303,600
SALARIES %	41.5	39.0	38.1	37.8	37.8	37.3
<u>Change from Prev Year %</u>	<u>0.6%</u>	<u>1.4%</u>	<u>-1.2%</u>	<u>1.8%</u>	<u>3.4%</u>	<u>4.2%</u>
FRINGE \$	397,774	381,310	397,674	398,565	411,160	441,380
FRINGE %	13.9	12.4	12.8	12.5	12.4	12.6
<u>Change from Prev Year %</u>	<u>10.5%</u>	<u>-4.1%</u>	<u>4.3%</u>	<u>0.2%</u>	<u>3.2%</u>	<u>7.3%</u>
CAP. OUTLAY \$	147,690	348,600	350,000	350,000	412,000	450,000
CAP. OUTLAY %	5.2	11.3	11.2	10.9	12.4	12.9
<u>Change from Prev Year %</u>	<u>-26.2%</u>	<u>136.0%</u>	<u>0.4%</u>	<u>0.0%</u>	<u>17.7%</u>	<u>9.2%</u>
OTHER \$	1,128,622	1,147,546	1,180,841	1,242,596	1,236,998	1,300,753
OTHER %	39.5	37.3	37.9	38.8	37.4	37.2
<u>Change from Prev Year %</u>	<u>-2.2%</u>	<u>1.7%</u>	<u>2.9%</u>	<u>5.2%</u>	<u>-0.5%</u>	<u>5.2%</u>
<u>TOTAL \$</u>	<u>2,860,364</u>	<u>3,080,202</u>	<u>3,117,165</u>	<u>3,201,309</u>	<u>3,311,718</u>	<u>3,495,733</u>
<u>TOTAL %</u>	<u>100.0</u>	<u>100.0</u>	<u>100.0</u>	<u>100.0</u>	<u>100.0</u>	<u>100.0</u>
<u>Change from Prev Year %</u>	<u>-1.1%</u>	<u>7.7%</u>	<u>1.2%</u>	<u>2.7%</u>	<u>3.4%</u>	<u>5.6%</u>



SECTION II - BUDGET

GENERAL FUND

LIBRARY FUND

LIBRARY ENDOWMENT FUND

PERPETUAL CARE CEMETERY

SECTION II

2014 BUDGET

General Fund, Library Fund, Library Endowment Fund, Perpetual Care Cemetery - This report shows the 2011 Actual, 2012 Actual, 2013 Budget, and 2014 Budget figures.

REVENUES -

Taxes - The General Fund Levy of \$1,195,181 is part of an overall 4.6% increase to the total City Levy.

Abatements - The City levies this amount to rebate back to Claussen Properties the City's share of the property taxes on the Custom Roto Mold plant. 95% of this amount is returned.

Lodging Taxes - In 2006 the City adopted a lodging tax applicable to local hotels, motels and camping facilities. 95% of this tax is used for tourism expenses and administered by an advisory board.

Franchise Fees is the \$25,000 we expect to collect from Charter Communications for cable TV and \$50,000 from Centerpoint Energy for natural gas.

Local Government Aid represents 26.8% of our total General Fund Budget. At one time this aid amounted to nearly 51% of General Fund Revenues. This is the amount certified by the State that we would receive in 2014 and is an increase of \$175,375 over the amount we received in both 2012 and 2013. The \$952,025 is slightly more than the amount we received in 2004.

Police State Aid - This is State Aid we receive for our Police Department pension funding. It is based on the number of full-time officers we have in the preceding year.

Fire State Aid - This aid is transferred directly to the Fire Relief Association for firemen pensions. The City Council approved a \$1,100 per year of service pension effective 1/1/10.

Airport Maintenance - \$22,052 is the maximum State Aid for airport maintenance we can receive. We are reimbursed two-thirds of eligible expenses. In 2012 the state started to pay the reimbursement in quarterly installments rather than one lump sum payment in August.

Transit Refunds - \$140,000 represents the reimbursement from the State under our transit contract which is based on a total operating budget of \$187,000.

Township Fire Contracts and Fire Department Calls - These figures represent estimated revenues from areas outside the City of Benson under contract for fire protection and also, beginning in 2001, from fire calls located within the city limits.

Building Inspection Services - In 2006 the City again hired a full-time Building Inspector. In order to defray the cost, an agreement was entered into with the City of Morris to provide these services for two days per week with Morris reimbursing us for two-fifths of the employment costs. Late in 2008 the position was reduced by one day per week due to the drop in the number of permits being issued.

Swimming Pool Receipts - The City opened its brand new pool in June of 2004. Daily fees were increased by \$1 and passes were increased by 5% in 2009. A separate line item is shown for **Swimming Pool Concessions**.

Civic Center Rent Receipts - Rent from the north end of the building. This amount, less property taxes, is transferred to the Civic Center Board for operations and improvements.

Cemetery - Sale of Lots - Under our present ordinances, 80% of the sale of lots goes to the General Fund to be used for operating the Cemetery. The remaining 20% is deposited into the Cemetery Perpetual Care Fund.

Management Charge Economic Development Authority (EDA) and Revolving Loan Fund (RLF) - New in 2008, this charge to the EDA and the RLF is a 1% fee for administration of EDA activities and loan administration.

Management Charges - The Management Charges against the water, wastewater, electrical, and liquor funds are a fee charged to those funds for a portion of the costs generated under Mayor and Council, Administration and Finance, City Attorney, and City Building expense departments. Historically, the total amount charged to the Utility Fund has totaled approximately 45% of these departments. Sale of Service is used as the basis to divide the charges between the separate funds. A 2% increase was approved for 2014.

Transfer from Liquor Fund - \$60,000 had been the normal amount transferred from the Liquor Store. Due to reduced profits in the store, this was reduced to \$30,000 in 2009 and remained that way through 2012. With increased profits this amount has been increased to \$80,000 in 2014.

Transfer from Utility Fund - \$170,000 represents the amount intended to be transferred from the Utility Fund to the General Fund. Our charter provides that no more than 25% of the 2013 net income from the Utility Fund may be transferred.

EXPENDITURES -

Mayor and Council - Includes all expenses directly related to the City Council including salary, travel, Public Officials Liability Insurance, publishing of legal notices, dues to belong to the League of MN Cities and Coalition of Greater MN Cities. An amount titled **Mayor and Council Contingency** is available for the Council to spend at their discretion.

Administration and Finance - This section includes salaries of the City Manager, Directors of Finance and Public Works, and secretarial staff for the City. The Health & Life Insurance line item is higher due to a retirement and severance payment. The bulk of all **Office Supplies** including copy machine supplies are charged here except for those forms and supplies used specifically by other funds. **Small Tools and Equipment** is used to purchase items that fall under the \$5,000 Capital Outlay minimum threshold. **Contracted Services** represents a fee of \$12,000 to the Utility Fund for accounting and payroll services. The **Telephone** budget provides service to all departments connected by the main telephone system except for the Utility Fund. **Public Information** is where we charge the cost of the newsletters and any other costs to provide information to the general public. The proceeds we receive from the Cable TV Franchise have been used towards this line item.

Assessing - The City of Benson contracts with the County Assessor for these services.

City Building - All expenses directly relating to City Hall.

Police Department - Salaries include the Chief, all officers and one secretarial position. Investigation costs up about double what they were under the previous contract. The City pays \$1,200 to the Utility Fund for storage space.

Fire Department - Provides salaries for meetings, drills, fires, and officers' salaries. \$10,000 is paid as **Fire Service** to the Utility Fund for maintaining the water system for fighting fires.

Organized Recreation - The City is contracting with Community Education to provide these services. A contribution of \$600 per month is made to the Senior Citizen Center with additional monies made available for building improvements.

Armory – An additional amount has been budgeted to do annual repairs to the exterior coating of the building.

Parks Department – Mosquito spray and supplies need to be replenished this year. **Contracted Services - Mowing** is where the City contracts with the DAC to mow some of the City parks in the summer. **Contracted Services - Trees** is for the Dutch Elm program. The Ambush Park Caretaker is paid out of the **Contracted Services - Other**. The line item for **Cemetery** covers supplies and general maintenance in the Cemetery.

Lodging Tax Expenses - 95% of taxes collected. 5% is retained for administration.

Not Allocated - This line item is used to charge items that do not fall under any other department.

Transfers to Other Funds – There will no longer be a transfer to the **Storm Water Fund** for routine maintenance to the storm sewer system. The amount under the Transfers to **Capital Outlay Fund** is the annual amount to be set aside for capital outlay in that particular department. See that section of this publication for more information. The City routinely provides a sidewalk replacement program and \$15,000 is budgeted to be transferred this year to the **Concrete Projects Fund**. **Transfer to Civic Center** is the lease payments collected under revenues for operations and improvements at the Civic Center. A transfer to the library is included this year to cover some of the Capital Outlay costs. **Transfer to Fire Relief Fund** is the total transfer to the Benson Fire Relief Association for both the State Aid received and the Cities minimum obligation for pensions. The minimum obligation for 2014 is \$11,803.

The adopted budget identifies a \$50,054 surplus.

Library Fund - A separate levy is provided for the library operations. The City contracts with Pioneerland Library System for staffing and day-to-day operations.

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
GENERAL FUND REVENUES					
TAXES	1,122,489	1,255,976	1,134,500	1,195,181	Taxes Levied
ABATEMENTS	16,754	21,988	22,000	20,000	Claussen Properties II
LODGING TAXES	23,286	25,239	25,000	25,000	3% Tax implemented in 2006
FRANCHISE FEES	75,363	76,101	75,000	75,000	Cable TV & Beg in 2010 Natural Gas
BUSINESS LICENSES	7,110	7,566	7,300	7,500	Liquor, Cigarette, Etc.
NON-BUSINESS LICENSES	945	885	1,000	1,000	Dog Licenses
BUILDING PERMITS	11,297	35,292	20,000	20,000	
LOCAL GOVERNMENT AID	776,650	776,650	776,650	952,025	Full LGA Amount Certified by State
POLICE TRAINING REIMBURSEMENT	2,272	1,993	2,000	2,000	Post Board Reimbursement
POLICE STATE AID	43,793	36,138	45,000	40,000	
FIRE STATE AID	27,484	23,773	25,000	25,000	Committed to Fire Relief Assn.
AIRPORT MAINTENANCE	22,052	31,178	22,052	22,052	Annual Airport Maint.
TRANSIT REFUNDS	136,218	132,178	120,000	140,000	State Transit Aid
OTHER STATE / LOCAL GRANTS	84,543	35,758	16,500	16,500	PERA Increase, PILOTS
POLICE SERVICES	0	10,114	18,500	8,000	
POLICE IN SCHOOLS REIMBURSEMENT	33,075	33,075	33,000	33,000	Contract with Benson Public Schools
TOWNSHIP FIRE CONTRACTS	55,361	58,131	61,000	61,000	
FIRE DEPT CALLS	23,220	47,405	23,000	20,000	
RESCUE SQUAD CALLS	137	1,952	2,500	2,000	
DOG POUND CHARGES	740	495	500	500	
DARE REVENUES	1,612	1,735	1,000	1,500	
BUILDING INSPECTION SERVICES	31,088	37,497	38,500	39,000	Contract 2 days with Morris, MN
STREET REPAIR FEES	1,530	1,379	2,000	2,000	
EQUIPMENT RENTALS	3,973	3,198	4,000	4,000	
WEED REMOVAL CHARGES	2,345	2,858	2,000	2,000	
SWIMMING POOL ADMISSIONS	48,517	51,014	50,000	50,000	
SWIMMING POOL CONCESSIONS	10,992	12,401	12,000	12,000	
ARMORY USE FEES	8,323	8,693	9,000	9,000	
PARK FEES	17,355	16,444	17,000	16,000	Camping & Shelter Fees.
TREE REMOVAL RECEIPTS	5,348	6,261	5,000	5,000	
BUS FARES	34,127	35,158	35,000	35,000	
BUS ADVERTISING	570	702	600	600	
AIRPORT - HANGER RENTALS	8,450	9,453	12,000	12,000	
AIRPORT LAND REVENUES	10,164	10,814	500	1,000	CRP, 2012 WAS FINAL CONTRACT YEAR
CEMETERY - SALE OF LOTS	3,520	3,320	2,500	3,500	80% OF LOT SALES
CEMETERY - SODDING FEES	840	450	600	600	
CEMETERY - MONUMENT FEES	500	325	300	300	
CEMETERY - MEMORIALS	0	0	0	0	
PARK SIGN RENTALS	210	255	200	200	Community Sign
COURT FINES	14,196	15,276	15,000	15,000	
PARKING FINES	2,340	965	2,000	1,000	
SPECIAL ASSESSMENTS	862	182.97	600	0	
INTEREST EARNINGS	29,061	36,968	35,000	32,000	
UNREALIZED GAIN (LOSS) ON INVESTMEN	(1,221)	20867.49	0	0	Calculated at year end
PROPERTY RENTS	300	10200	1,000	0	
CIVIC CENTER RENT	29,948	30,316	29,000	29,000	Committed to Civic Center Board
DONATIONS	23,800	1,838	1,000	1,000	
SALE OF PROPERTY	0	837.5	0	0	
REFUNDS AND REIMBURSEMENTS	21,562	46,321	20,000	20,000	Rink Attendant
REIMBURSEMENTS - GAS & OIL	25,586	30,931	25,000	25,000	Sale of gas at Airport
OTHER REVENUE	8,275	13,479	8,794	5,000	
MANAGEMENT CHARGE EDA & RLF	20,075	18,545	18,000	16,000	See Notes to Revenues
MANAGEMENT CHARGE GARBAGE	8,166	8,328	8,495	8,664	" " " "
MANAGEMENT CHARGES WATER	35,618	36,330	37,057	37,800	" " " "
MANAGEMENT CHARGES ELECTRIC	160,226	163,430	166,699	170,040	" " " "
MANAGEMENT CHARGES LIQUOR	23,658	24,130	24,612	25,104	" " " "
MANAGEMENT CHARGES WASTE WATER	46,242	47,166	48,109	49,071	" " " "
MANAGEMENT CHARGES OTHER	527	364	0	0	Tax Increment Program
TRANSFER FROM OTHER FUNDS	1,650	1,664	1,650	1,650	Cemetery Perpetual Care Interest
TRANSFER FROM LIQUOR FUND	30,000	30,000	60,000	80,000	Increased from prior level
TRANSFER FROM UTILITY FUND	124,353	157,938	175,000	170,000	25% Utility Transfer
TOTAL REVENUES	3,257,475	3,509,920	3,299,718	3,545,787	

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
GENERAL FUND EXPENDITURES					
Mayor & Council					
SALARIES - CITY COUNCIL	16,045	15,420	16,000	16,000	Mayor \$450, Council \$200 + special mtgs
PENSIONS	1,228	1,180	1,250	1,200	
MAYOR COUNCIL CONTINGENCY	0	2,342	400	400	
OFFICE SUPPLIES	89	82	400	100	
TRAVEL EXPENSE	1,399	955	1,300	1,400	
TRAINING & INSTRUCTION	866	1,265	1,200	1,400	
PRINTING AND PUBLISHING	2,563	4,091	2,300	3,000	
LIABILITY INSURANCE	14,667	15,900	17,500	17,500	
DUES AND SUBSCRIPTIONS	8,275	8,012	8,600	8,600	League of MN Cities/Coalition Dues
TOTAL MAYOR & COUNCIL	45,130	49,246	48,950	49,600	
Administration & Finance					
SALARIES - REGULAR	271,234	266,005	281,300	289,800	Mgr,DPW,DF,Mgr Sec.
PENSIONS	46,310	46,567	49,700	51,900	PERA, SS & Deferred Comp Matching
HEALTH & LIFE INSURANCE	70,491	58,169	62,800	62,000	Health Prem plus self funding
OFFICE SUPPLIES	6,762	5,947	6,000	6,000	
DUPLICATING & COPYING SUPPLIES	3,603	3,539	4,000	4,000	Includes lease on copier
POSTAGE	2,974	3,832	3,000	3,000	
SAFETY AND DRUG TESTING	310	299	500	500	
GAS AND OIL	3,204	2,774	3,000	3,000	
EQUIPMENT REPAIR PARTS	1,629	1,372	2,000	1,000	
SMALL TOOLS & EQUIPMENT	1,355	2,875	4,000	4,000	For equipment under \$5,000
TRANS. TO UTILITY FUND/CONT. SERVICE	12,000	12,000	12,000	12,000	
CONTRACTED SERVICES	11,881	8,510	8,000	8,000	Computer Tech services
CONSULTING SERVICES	1,500	10,637	4,000	4,000	
TELEPHONE	10,169	9,395	10,500	10,000	
TRAVEL EXPENSE	4,522	6,260	5,000	7,000	
TRAINING & INSTRUCTION	1,571	1,710	2,000	2,500	ICMA, Mgr Conf, Clerks Conf., Etc.
PUBLIC INFORMATION	0	0	0	0	Newsletter & other information
INSURANCE	1,503	2,409	1,500	2,000	
WORKERS COMPENSATION INSURANCE	3,702	2,647	1,800	2,000	
DUES AND SUBSCRIPTIONS	2,301	2,069	2,200	2,000	
TOTAL ADMINISTRATION	457,019	447,017	463,300	474,700	
Elections					
TEMPORARY SALARIES	960	3,908	1,200	4,000	Local election only in 2013
OFFICE SUPPLIES	2,998	4,795	3,000	3,000	Code voting machine
TOTAL ELECTIONS	3,958	8,702	4,200	7,000	
Internal audit					
AUDITING & ACCOUNTING SERVICES	18,600	19,100	20,500	20,500	Annual City Audit
TOTAL INTERNAL AUDIT	18,600	19,100	20,500	20,500	
CONTRACTED SERVICES- ASSESSING	17,413	17,380	17,500	17,500	Contracted with Swift County
City Attorney					
OFFICE SUPPLIES	220	833	750	1,200	
SALARIES - ATTORNEY	26,890	22,765	24,600	26,000	Civil legal
TOTAL CITY ATTORNEY	27,110	23,598	25,350	27,200	
City Building					
BUILDING MAINTENANCE & SUPPLIES	13,119	6,284	15,000	15,000	
BUILDING REPAIRS - CONTRACTUAL	0	0	0	0	
CONTRACTED SERVICES-CLEANING	2,960	2,556	3,400	4,200	
INSURANCE	3,480	4,100	4,700	5,000	
UTILITIES	10,524	8,621	11,000	8,000	
HEATING COSTS	5,764	3,922	6,000	4,000	
TOTAL CITY BUILDING	35,847	25,483	40,100	36,200	

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
Police Dept					
SALARIES	385,710	415,356	447,600	494,300	Chief,5-FT,1-FT Sec
PENSIONS	68,281	71,625	83,400	93,700	PERA & SOC. SEC.
HEALTH & LIFE INSURANCE	61,122	70,913	81,300	88,260	Health Premiums plus city self funding
OFFICE SUPPLIES	4,098	4,282	6,400	4,500	
GAS AND OIL	21,874	22,664	24,500	25,000	
OPERATING SUPPLIES	6,997	23,123	10,000	17,200	
UNIFORM ALLOWANCE	5,505	8,629	9,400	9,400	
PERSONNEL TESTING & RECRUITMENT	3,317	542	1,500	1,500	
INVESTIGATIONS	8,172	7,750	12,000	24,000	Prosecuting Attorney fees
EQUIPMENT REPAIR PARTS	785	447	2,500	2,500	
EQUIPMENT REPAIR - CONTRACTUAL	8,078	9,160	9,000	9,000	
SMALL TOOLS & EQUIPMENT	4,250	7,839	9,000	9,000	For equipment under \$5,000
CONTRACTED RECORDS MAINTENANCE	0	1,791	4,000	4,000	
TELEPHONE	5,857	7,324	6,000	7,500	Fax and Telephone charges
DRUG EDUCATION & ENFORCEMENT	2,117	1,509	2,000	4,500	Dare expenditures
TRAVEL EXPENSE	2,994	1,532	3,000	3,000	
TRAINING & INSTRUCTION	5,387	4,214	6,000	6,000	
INSURANCE	15,570	16,711	17,600	20,000	
WORKERS COMPENSATION INSURANCE	18,969	17,835	12,500	13,000	
RENT - GARAGE	1,680	1,680	1,600	1,600	Garage Rent
DUES AND SUBSCRIPTIONS	1,115	2,246	2,800	2,800	
DOG POUND EXPENSES	1,771	959	1,700	1,700	
TOTAL POLICE DEPARTMENT	633,649	698,131	753,800	842,460	
Fire Department					
PART TIME SALARIES - FIREMEN	43,738	46,054	56,500	48,000	
OFFICE SUPPLIES	1,300	470	750	750	
GAS AND OIL	2,791	3,585	3,500	3,000	
OPERATING SUPPLIES	4,274	3,774	5,000	4,000	
EQUIPMENT REPAIR PARTS	4,973	3,609	4,000	4,000	
EQUIPMENT REPAIRS - CONTRACTUAL	2,499	12,025	5,000	5,000	
REPAIR AND MAINTENANCE - RADIOS	410	582	1,500	1,000	
BUILDING MAINTENANCE & SUPPLIES	5,166	2,627	2,000	3,000	
BUILDING REPAIRS - CONTRACTUAL	7,627	0	0	0	
SMALL TOOLS AND EQUIPMENT	6,391	2,792	6,000	6,000	For equipment under \$5,000
TELEPHONE	189	160	250	200	Cell Phone
CONTRACTED SERVICES	28,893	529	1,000	0	
TRAVEL EXPENSE	100	22	1,000	1,000	
TRAINING & INSTRUCTION	8,141	5,561	5,000	5,000	
INSURANCE	11,958	12,760	14,000	15,500	
WORKER'S COMPENSATION INSURANCE	7,563	6,746	6,300	6,500	
UTILITIES	3,740	3,629	4,000	4,000	
HEATING COSTS	3,052	2,164	4,500	4,000	
TRAN TO UTILITY FUND/HYD RENT/FIRE S	10,000	10,000	10,000	10,000	
DUES AND SUBSCRIPTIONS	289	290	500	500	
TOTAL FIRE DEPARTMENT	153,094	117,380	130,800	121,450	
Engineering/Building Department					
SALARIES	44,262	45,774	47,410	48,000	Part time inspector contracted 2 days
PENSIONS	7,786	8,371	8,490	8,590	per week to Morris, MN
HEALTH & LIFE INSURANCE	9,673	9,808	11,220	12,800	
GAS	417	975	600	900	
OPERATING SUPPLIES	1,722	1,858	1,600	2,000	
REPAIR & MAINT EQUIPMENT	0	0	0	0	
CONTRACTED SERV. - Building Inspector	0	0	0	0	
CONT. SERV. - Related Eng./Bldg Services	6,124	989	5,500	3,000	
TELEPHONE	739	738	750	750	
TRAVEL EXPENSE	3,332	4,206	3,600	4,000	Mileage from Benson to Morris
TRAINING & INSTRUCTION	255	377	300	600	
DUES & SUBSCRIPTIONS	75	75	200	200	
TOTAL ENGINEERING/BUILDING DEPARTMENT	74,386	73,170	79,670	80,840	

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
Street Department					
SALARIES	178,517	192,636	190,100	192,000	3-FT, 3-PT, 2-Temp
PENSIONS	30,462	32,790	33,800	35,000	
HEALTH & LIFE INSURANCE	26,907	30,532	31,000	36,000	Premiums + self funding
OFFICE SUPPLIES	169	78	200	200	
GAS AND OIL	38,717	35,601	40,000	42,000	
OPERATING SUPPLIES	8,118	9,396	8,000	9,000	
STREET MARKINGS AND SIGNS	8,466	9,015	10,000	10,000	
SHOP SUPPLIES	898	1,191	600	600	
EQUIPMENT PARTS	12,514	14,298	15,000	15,000	
TIRES	7,103	7,008	8,000	10,000	
EQUIPMENT REPAIRS - CONTRACTUAL	22,779	6,745	8,000	8,000	
STREET MAINTENANCE - SEALCOATING	5,412	47,822	65,000	70,000	
STREET MAINTENANCE - MATERIALS	101,070	20,214	15,000	30,000	Crackfilling & Patching Material
SNOW REMOVAL	5,646	6,758	8,000	10,000	Salt, Cutting Edges
FLOOD CONTROL	40,020	10,624	0	0	
BUILDING MAINTENANCE & SUPPLIES	3,438	1,801	2,500	2,500	
SMALL TOOLS AND EQUIPMENT	1,242	4,368	2,500	2,500	For equipment under \$5,000
TELEPHONE	0	900	1,200	900	
TRAVEL EXPENSE	331	375	450	450	
TRAINING & INSTRUCTION	996	807	800	1,000	
INSURANCE	18,338	18,859	20,800	23,000	
WORKERS COMPENSATION INSURANCE	18,448	17,445	12,700	14,000	
UTILITIES	4,046	3,938	4,500	4,500	
HEATING COSTS	2,923	1,741	3,800	3,000	
STREET LIGHTING - UTILITIES	66,345	64,561	71,000	70,000	
LAUNDRY	894	876	950	1,000	
TOTAL STREET DEPARTMENT	603,801	540,378	553,900	590,650	
Swimming Pool					
TEMPORARY SALARIES	38,581	40,241	46,000	43,000	
PENSIONS	2,952	3,078	3,500	3,300	
OPERATING SUPPLIES	24,497	7,732	10,200	8,200	Chemicals & supplies
BUILDING MAINTENANCE & SUPPLIES	6,560	5,958	16,000	7,000	
BUILDING REPAIRS - CONTRACTUAL	1,956	10,264	6,000	1,000	Annual boiler maintenance
CONCESSION SUPPLIES	8,403	12,597	9,000	9,000	
TELEPHONE	399	464	400	450	
INSURANCE	8,468	8,490	9,400	9,000	
UTILITIES	10,778	11,912	11,000	11,500	
HEATING COSTS	7,174	4,828	8,000	8,000	
TOTAL SWIMMING POOL	109,768	105,563	119,500	100,450	
Organized Recreation & Programs					
COMMUNITY EDUCATION	15,712	14,738	16,000	19,500	Community Ed Contract
SENIOR PROGRAMS	12,625	12,378	12,400	17,500	\$600 per month effective 3/2010
TOTAL ORGANIZED RECREATION	28,338	27,116	28,400	37,000	
Armory					
OPERATING SUPPLIES	84	0	500	500	
BUILDING MAINTENANCE & SUPPLIES	574	4,933	4,000	5,000	
CONTRACTED SERVICES	314	293	3,000	10,000	Exterior repairs
TELEPHONE	502	465	500	500	
INSURANCE	1,479	1,800	2,000	2,600	
UTILITIES	1,801	2,060	2,600	2,200	
HEATING COSTS	2,474	1,686	2,800	2,000	
TOTAL ARMORY	7,228	11,237	15,400	22,800	

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
Park Department					
SALARIES	66,186	76,554	71,550	73,000	1-FT,3-Temp
PENSIONS	8,890	10,266	9,800	11,000	
HEALTH INSURANCE	9,246	11,556	10,690	12,000	Health Premiums plus city self funding
MOSQUITO SPRAY	0	6,697	8,000	8,000	
CHEMICALS AND CHEMICAL SUPPLIES	1,962	1,082	3,500	3,500	
GAS AND OIL	9,618	8,417	10,000	10,000	
OPERATING SUPPLIES	10,553	27,208	15,000	15,000	
LANDSCAPING MATERIALS	2,222	2,842	3,500	4,000	
BUILDING REPAIR MAINTENANCE	3,412	4,402	8,000	8,000	
EQUIPMENT REPAIR PARTS	7,937	8,677	3,000	3,000	
EQUIPMENT REPAIRS - CONTRACTUAL	4,239	747	3,500	3,500	
SMALL TOOLS AND EQUIPMENT	8,107	5,710	5,000	5,000	For equipment under \$5,000
CONTRACTED SERVICES - MOWING	3,705	4,432	4,000	5,000	Park Mowing Contract
CONTRACTED SERVICES - TREES	16,443	19,323	20,000	27,000	Tree Contract
CONTRACTED SERVICES - OTHER	4,262	7,687	5,000	5,000	Ambush Park Caretaker
TELEPHONE	352	664	500	500	Northside Rec.
TRAVEL EXPENSE	262	595	500	500	
TRAINING & INSTRUCTION	136	360	300	500	
INSURANCE	12,516	13,262	14,500	14,500	
UTILITIES	7,600	10,000	8,000	8,000	
RENT	1,800	1,800	1,800	1,800	
CEMETERY	5,085	2,475	4,000	4,000	
TOTAL PARK DEPARTMENT	184,534	224,757	210,140	222,800	
Public Transit					
SALARIES	80,384	95,564	91,400	93,000	2-Full time, 2 Part time
FRINGE BENEFITS	28,676	33,938	35,000	38,000	Health Premiums plus city self funding
GAS AND OIL	26,282	25,031	26,000	27,000	
PERSONNEL TESTING	0	0	0	0	
OPERATING SUPPLIES	1,159	2,453	1,500	1,500	
EQUIPMENT REPAIR PARTS	5,872	3,114	8,000	8,000	
TIRES	1,116	902	2,500	2,500	
TELEPHONE	479	489	500	500	
TRAVEL EXPENSE	18	758	600	600	
TRAINING & INSTRUCTION	316	124	200	200	
ADVERTISING	0	0	300	300	
INSURANCE	4,872	4,900	5,400	5,400	
WORKERS COMPENSATION INSURANCE	7,167	5,554	4,300	5,500	
DUES AND SUBSCRIPTIONS	0	0	0	0	
RENT	4,500	4,500	4,500	4,500	Garage Rent to Utility
TOTAL PUBLIC TRANSIT	160,840	177,327	180,200	187,000	
Airport					
SALARIES	2,500	2,500	2,500	2,500	Mowing
PENSIONS	191	192	430	430	
GAS	22,433	23,789	23,000	23,000	Gas for Sale
OPERATING SUPPLIES	3,669	1,571	3,500	3,000	
BUILDING MAINTENANCE & SUPPLIES	9,329	7,486	5,000	5,000	
MANAGEMENT FEES	4,200	9,054	5,000	5,000	Manager Contract
TELEPHONE	842	864	900	900	
INSURANCE	4,297	4,600	5,100	5,200	
UTILITIES	9,989	9,001	9,800	10,000	
HEATING COSTS	725	672	1,000	1,000	
TOTAL AIRPORT	58,175	59,728	56,230	56,030	

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
LODGING TAX EXPENSES	21,582	24,769	24,850	43,760	Tax less 5% Administration
ABATEMENT	17,206	20,443	20,900	20,000	95% of Tax Abatement
NOT ALLOCATED	6,426	10,751	10,000	10,000	
TRANSFERS TO OTHER FUNDS					
TRANSFER TO STORM WATER FUND	10,000	10,000	0	0	Storm Water Fee implemented in 2012
TRANSFERS TO CAPITAL OUTLAY FUND					
ADMINISTATION	30,000	30,000	30,000	5,000	
CITY HALL	20,000	20,000	20,000	20,000	
POLICE DEPARTMENT	50,000	50,000	50,000	50,000	
FIRE DEPARTMENT	40,000	40,000	40,000	110,000	
STREET DEPARTMENT	125,000	125,000	175,000	150,000	
PARK DEPARTMENT	60,000	60,000	72,000	70,000	
ARMORY	0	0	0	25,000	
PUBLIC TRANSIT	15,000	15,000	15,000	0	
AIRPORT	10,000	10,000	10,000	20,000	
TRANSFER TO CONCRETE PROJECTS	15,000	15,000	15,000	15,000	Concrete Replacement Programs
TRANSFER TO CIVIC CENTER	26,000	26,000	26,000	26,000	Lease payments received in Revenues
TRANSFER TO LIBRARY	0	0	20,000	0	
TRANSFER TO FIRE RELIEF FUND	37,255	33,110	35,028	36,803	State aid plus \$11,803 for unfunded liab
TRANSFER TO OTHER FUNDS	10,000	50,956	0	0	
TOTAL TRANSFERS TO OTHER FUNDS	448,255	485,066	508,028	527,803	
TOTAL GENERAL FUND EXPENDITURES	3,112,358	3,166,341	3,311,718	3,495,733	
TOTAL GENERAL FUND REVENUES	3,257,475	3,509,920	3,299,718	3,545,787	
TOTAL REVENUES LESS EXPENDITURES	145,117	343,579	(12,000)	50,054	

	2011 Actual	2012 Actual	2013 Budget	2014 Budget	
LIBRARY FUND					
Revenues					
TAXES	106,454	116,326	104,450	106,800	
RENTALS	100	0	0	0	
DONATIONS	0	5,115	0	0	
REFUNDS AND REIMBURSEMENTS	2,000	2,044	2,000	2,000	
TRANSFERS FROM OTHER FUNDS	20,460	450	20,450	450	General Fund & Endowment Fund Transfer
SALE OF PROPERTY	0	0	0	0	
TOTAL REVENUES	129,014	123,935	126,900	109,250	
Expenses					
OFFICE & OPERATING SUPPLIES	5,000	1,691	5,000	5,003	
EQUIPMENT REPAIRS	500	0	500	500	
BUILDING MAINT. & SUPPLIES	4,000	4,530	6,000	6,000	
BUILDING REPAIRS - CONTRACTUAL	0	3,557	0	0	
MANAGEMENT FEES - PIONEERLAND	72,671	72,671	74,850	77,097	
CLEANING CONTRACT	5,000	4,200	5,000	5,000	
CONTRACTED SERVICES	0	0	0	0	
TELEPHONE	950	928	1,000	1,000	
TRAVEL EXPENSE	750	175	750	750	
INSURANCE	2,300	2,900	3,200	3,700	
UTILITIES	6,100	5,037	6,300	5,200	
HEATING COSTS	1,900	954	1,900	2,000	
CAPITAL OUTLAY	35,000	0	35,000	0	
CAPITAL OUTLAY - BOOKS AUTOMATION	3,000 0	3,000 0	3,000 0	3,000 0	
TOTAL EXPENSES	137,171	99,644	142,500	109,250	
LIBRARY FUND BALANCE	(8,157)	24,291	(15,600)	0	

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SECTION III

GENERAL CAPITAL OUTLAY FUND

SECTION III

GENERAL CAPITAL OUTLAY FUND

The **General Capital Outlay Fund** has been established by the City Council to provide a means of tracking the capital outlay purchases of the City and keeping the operating costs of the City separate.

An annual amount for capital outlay is determined for each department. This amount may be used completely in the current year or may be set aside and saved for use in future years.

The revenues for this fund come primarily from a direct transfer from the General Fund. Other direct revenues such as state aids or grants directly relating to the capital outlay are also recorded here.

Each department is listed separately showing their beginning balance, the amount of revenue received, what each department plans to spend in 2014 and what their ending balance for the year will be.

General Capital Outlay Fund Budget

	2013 Project		2014 Budget	
FIRE DEPARTMENT	6,119	Building improvements	40,000	Turnout Gear
	13,176	Personal Protective Equipment	100,000	Truck
Total Fire Department	19,295		140,000	
STREET DEPARTMENT	18,694	7 blocks reconstruction	140,000	Case Loader
	38,117	Elevator Parking	20,000	15th and Church
	56,157	One Ton Dump Body		
	30,013	3/4 ton pickup		
	0	Renovate Ped Ramps		
	3,899	Hospital concrete work		
	16,031	Grapple		
Total Street Dept.	162,912		160,000	
PARK DEPARTMENT	0	Pool Contingency	26,000	Replace Mower
	30,030	Replace Mower	20,000	Renovate Ambush School
	0	Renovate Ambush School	15,000	Welcome to Benson Signs
	18,166	flag pole		
	10,503	Welcome to Benson Signs		
	0	US TH-12 Landscape	15,000	US TH-12 Landscape
Total Park Dept.	58,699		76,000	
ARMORY	18,860	garage roof	0	
PUBLIC TRANSIT				
Total Transit	0		0	
AIRPORT	353,275	New Hanger & overlay		
	4,183	ALP		
Total Airport	357,458		0	
TOTAL PURCHASES	617,223		463,000	
Net Change to Fund Balance	145,384		(13,000)	
ENDING FUND BALANCE				
ADMINISTRATION	78,074		83,074	
CITY HALL	60,194		65,194	
POLICE DEPARTMENT	93,740		71,740	
FIRE DEPARTMENT	37,290		7,290	
STREET DEPARTMENT	237,390		227,390	
PARK DEPARTMENT	104,484		98,484	
ARMORY	(7,815)		17,185	
PUBLIC TRANSIT	37,173		37,173	
AIRPORT	15,851		35,851	
Total	656,380		643,380	

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SECTION IV

SPECIAL ASSESSMENT FUNDS

SECTION IV

SPECIAL ASSESSMENT FUNDS

Concrete Projects Fund - This fund is used to operate our sidewalk and curb and gutter replacement program in the City. All assessments and expenses are tracked through this fund. The beginning cash balance is \$62,194 and there are assessments budgeted in 2014 of \$2,500. Each year the City funds a project with an approximate net cost of \$15,000. A transfer of \$15,000 is budgeted from the General Fund to fund this year's project.

Storm Water Fund - Similar to the concrete projects fund, this fund was established to track small improvements to the storm water collection system. In 1995, the excess funds in the Storm Sewer #4 Fund were transferred into the Storm Water Fund to help finance similar projects in the future. There are no special assessments due at this time, but there are deferred assessments on unplatted property. The beginning cash balance is \$54,868. No transfers are budgeted from the general fund for 2014 as a Storm Water Utility Fee was implemented in September of 2012.

CONCRETE PROJECTS FUND

	2011 ACTUAL	2012 ACTUAL	2013 Projected	2014 Budget
REVENUES				
Special Assessments	9,180	4,209	3,757	2,500
Transfer from General Fund	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
TOTAL REVENUES	24,180	19,209	18,757	17,500
EXPENDITURES				
Operating Supplies	0	494	271	0
Contracted Services	21,904	1,470	4,928	0
TOTAL EXPENDITURES	21,904	1,964	5,199	0
Interest Income	275	0	0	0
OPERATING PROFIT / (LOSS)	2,552	17,245	13,558	17,500
FUND BALANCE	31,391	48,636	62,194	79,694

STORM WATER FUND

	2011 ACTUAL	2012 ACTUAL	2013 Projected	2014 Budget
REVENUES				
Special Assessments	0	0	0	0
Storm Water Fees	0	18,557	51,038	51,000
Transfer from General Fund	<u>10,000</u>	<u>10,000</u>	<u>200,000</u>	<u>0</u>
TOTAL REVENUES	10,000	28,557	251,038	51,000
EXPENDITURES				
Operating Supplies	0	3,504	224	1,000
Maintain System	347	9,989	5,466	10,000
Contracted Services	28,354	7,566	219,755	30,000
TOTAL EXPENDITURES	28,701	21,059	225,446	41,000
Interest Income	0	0	0	0
OPERATING PROFIT / (LOSS)	(18,701)	7,498	25,593	10,000
FUND BALANCE	21,778	29,276	54,868	64,868

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SECTION V

BONDED INDEBTEDNESS

SECTION V

BONDED INDEBTEDNESS

This section is the schedules for all currently outstanding Bond issues for the City of Benson. They show total principal and interest payments by year, the Automatic Tax Levy (if applicable), and the actual amounts levied. The final line of each schedule shows the amounts remaining of each issue including the payments due this budget year.

The first Bond issue is classified as **Issue Tax Levy** Bonds. These are subject to an automatic tax levy that was established at the time the bonds were sold. In certain instances, these automatic tax levies can be removed if they are not needed to make the payments.

The remaining issues are **Issue Non-Tax Levy** Bonds. These are bonds sold without an automatic levy established for them because the bonds are to be paid off through other identified sources of revenues.

G.O. REFUNDING (SWIMMING POOL) BONDS OF 2012 (\$635,000)

YEAR	RATE	PRINCIPAL	INTEREST	TOTAL	AUTO LEVY	ACTUAL LEVY
2013	0.40%	60,000	10,067	70,067	71,211	71,211
2014	0.50%	60,000	7,670	67,670	70,896	70,896
2015	0.70%	60,000	7,310	67,310	75,705	
2016	0.95%	65,000	6,791	71,791	69,807	
2017	1.15%	60,000	6,138	66,138	74,332	
2018	1.40%	65,000	5,338	70,338	73,377	
2019	1.60%	65,000	4,363	69,363	72,285	
2020	1.75%	65,000	3,274	68,274	71,090	
2021	1.90%	65,000	2,088	67,088	75,044	
2022	2.10%	<u>70,000</u>	<u>735</u>	<u>70,735</u>	<u>0</u>	
TOTAL		635,000	53,772	688,772	653,746	142,107
BALANCE		575,000	43,705	618,705	582,535	

G.O. PFA WATER REVENUE NOTES

YEAR	RATE	INTEREST	PRINCIPAL	TOTAL
2012	1.74%	23,237	76,460	3,265,000
2013	1.74%	54,833	156,000	3,109,000
2014	1.74%	54,066	159,000	2,950,000
2015	1.74%	51,301	162,000	2,788,000
2016	1.74%	48,483	164,000	2,624,000
2017	1.74%	45,631	167,000	2,457,000
2018	1.74%	42,727	170,000	2,287,000
2019	1.74%	39,771	173,000	2,114,000
2020	1.74%	36,762	176,000	1,938,000
2021	1.74%	33,702	179,000	1,759,000
2022	1.74%	30,589	182,000	1,577,000
2023	1.74%	27,424	185,000	1,392,000
2024	1.74%	24,207	189,000	1,203,000
2025	1.74%	20,920	192,000	1,011,000
2026	1.74%	17,581	195,000	816,000
2027	1.74%	14,190	199,000	617,000
2028	1.74%	10,730	202,000	415,000
2029	1.74%	7,217	206,000	209,000
2030	1.74%	3,635	209,000	0
TOTAL		619,430	3,341,460	
BALANCE		508,936	3,109,000	

G.O. WATER AND SEWER REVENUE BONDS 2009A

YEAR	RATE	WATER PRINCIPAL	WATER INTEREST	WATER TOTAL	SEWER PRINCIPAL	SEWER INTEREST	SEWER TOTAL	GRAND TOTAL
2010	2.00%	60,000	13,935	73,935	0	12,007	12,007	85,942
2011	2.00%	85,000	12,900	97,900	35,000	12,000	47,000	144,900
2012	2.00%	85,000	11,200	96,200	35,000	11,300	46,300	142,500
2013	2.00%	90,000	9,450	99,450	40,000	10,550	50,550	150,000
2014	2.50%	90,000	7,425	97,425	40,000	9,650	49,650	147,075
2015	3.00%	30,000	5,850	35,850	40,000	8,550	48,550	84,400
2016	3.00%	30,000	4,950	34,950	40,000	7,350	47,350	82,300
2017	3.50%	30,000	3,975	33,975	45,000	5,963	50,963	84,938
2018	3.50%	30,000	2,925	32,925	45,000	4,388	49,388	82,313
2019	4.00%	30,000	1,800	31,800	45,000	2,700	47,700	79,500
2020	4.00%	30,000	600	30,600	45,000	900	45,900	76,500
TOTAL		590,000	75,010	665,010	410,000	85,357	495,357	1,160,367
BALANCE		270,000	27,525	297,525	300,000	39,500	339,500	637,025

G.O. PFA SEWER REVENUE NOTES

YEAR	RATE	INTEREST	PRINCIPAL	TOTAL
2006	1.98%	161,299	188,000	4,059,976
2007	1.98%	136,111	193,000	3,915,201
2008	1.98%	77,462	196,201	3,719,000
2009	1.98%	73,636	200,000	3,519,000
2010	1.98%	69,676	204,000	3,315,000
2011	1.98%	65,637	208,000	3,107,000
2012	1.98%	61,519	212,000	2,895,000
2013	1.98%	57,321	216,000	2,679,000
2014	1.98%	53,044	220,000	2,459,000
2015	1.98%	48,688	225,000	2,234,000
2016	1.98%	44,233	229,000	2,005,000
2017	1.98%	39,699	234,000	1,771,000
2018	1.98%	35,066	238,000	1,533,000
2019	1.98%	30,353	243,000	1,290,000
2020	1.98%	25,542	248,000	1,042,000
2021	1.98%	20,632	253,000	789,000
2022	1.98%	15,622	258,000	531,000
2023	1.98%	10,514	263,000	268,000
2024	1.98%	5,306	268,000	0
TOTAL		1,063,784	4,296,201	
BALANCE		328,700	2,679,000	

G.O. (ELECTRIC EQUIPMENT) BONDS OF 2012 (\$495,000)

YEAR	RATE	PRINCIPAL	INTEREST	TOTAL
2013	0.40%	0	8,478	8,478
2014	0.50%	50,000	6,583	56,583
2015	0.70%	55,000	6,265	61,265
2016	0.95%	55,000	5,811	60,811
2017	1.15%	55,000	5,234	60,234
2018	1.40%	55,000	4,533	59,533
2019	1.60%	55,000	3,708	58,708
2020	1.75%	55,000	2,786	57,786
2021	1.90%	55,000	1,783	56,783
2022	2.10%	60,000	630	60,630
TOTAL		495,000	45,809	540,809
BALANCE		495,000	37,331	532,331

ELECTRIC REVENUE BONDS, SERIES 2007A

YEAR	RATE	PRINCIPAL	INTEREST	TOTAL
2008	4.375%	250,000	341,314	591,314
2009	4.375%	230,000	292,283	522,283
2010	4.375%	240,000	282,001	522,001
2011	4.375%	255,000	271,173	526,173
2012	4.375%	260,000	259,908	519,908
2013	4.375%	275,000	248,204	523,204
2014	4.375%	285,000	235,954	520,954
2015	4.375%	300,000	223,158	523,158
2016	4.375%	310,000	209,814	519,814
2017	4.375%	325,000	195,923	520,923
2018	4.375%	340,000	181,376	521,376
2019	4.375%	355,000	166,173	521,173
2020	4.375%	370,000	150,314	520,314
2021	4.40%	385,000	133,750	518,750
2022	4.50%	405,000	116,168	521,168
2023	4.50%	420,000	97,605	517,605
2024	4.60%	440,000	78,035	518,035
2025	4.70%	460,000	57,105	517,105
2026	4.70%	480,000	35,015	515,015
2027	4.70%	505,000	11,868	516,868
TOTAL		6,890,000	3,587,141	
BALANCE		5,380,000	1,892,258	

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SECTION VI

ECONOMIC DEVELOPMENT FUNDS

Economic Development Authority

Small Cities Grant Fund of 2005

Small Cities Grant Fund of 2009

Community Development Revolving

SECTION VI

ECONOMIC DEVELOPMENT AUTHORITY

The Economic Development Authority Budget is a cash flow budget showing years 2010 through 2012 actual, projected numbers for 2013 and the Budget for 2014.

An investment of \$50,000 is held by the EDA in the Chippewa Valley Ethanol Plant and dividend income is received that is determined by the profitability of the operation.

In 2008 the City implemented a management fee to offset costs associated with providing staffing for the EDA. Other expenditures in 2008 included the Small Cities funding application, corn pool expenses, and racquetball and golf club funding.

The EDA supports the community by sponsoring projects and advertisements that have the potential to have a positive economic impact on the City.

Interest rates in 2010 were at record lows. The \$4,823 in Intergovernmental revenue is the grant proceeds on the elevator cleanup. Contracted services includes the second half of the Comprehensive Plan update of \$7,410 plus another \$3,000 for a small cities grant application. Another \$7,317 was to prepare information for a proposed biochemical plant application.

In 2011 50,000 was provided to TSR Productions in the form of a 5 year grant towards the purchase and continued operations of the local movie theatre. Special projects included a truck dock cover at the civic center for Case New Holland, Benson Market demo and environmental and creamery demo and environmental.

Property purchased in 2012 included the Benson Market South Elevator and the old lumber yard adjacent to West Highway 9.

The amounts under property purchases in 2013 was mainly the demolishing costs for the elevator and lumber yard purchased in 2012. This amount does included a \$13,000 down payment on additional railroad right of way that will be closed on in 2014. We anticipate to sell a portion of property along the railroad to Glacial Plains for a truck fueling station.

E D A BUDGET

	Actual 2010	Actual 2011	Actual 2012	Projected 2013	Budget 2014
Beginning Cash	\$660,155.81	\$653,231.78	\$449,223.09	\$387,315.70	\$273,917.38
RECEIPTS					
Interest	\$14,439.74	\$6,523.16	\$8,523.17	\$4,700.00	\$2,600.00
Intergovernmental Reve	\$4,823.95	\$8,741.61	\$0.00	\$27,500.00	\$0.00
Lease Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Property	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Transfers in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CVAC Income	\$33,508.00	\$34,650.00	\$14,850.00	\$24,750.00	\$20,000.00
Misc. Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL RECEIPTS	\$52,771.69	\$49,914.77	\$23,373.17	\$56,950.00	\$52,600.00
DISBURSEMENTS					
Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising	\$5,627.05	\$3,102.62	\$3,220.31	\$190.85	\$5,000.00
Contracted Services	\$17,727.00	\$15,109.00	\$3,007.15	\$8,392.99	\$15,000.00
Special Projects	\$22,655.80	\$217,448.65	\$0.00	\$0.00	\$0.00
Management Fees	\$7,722.00	\$7,033.00	\$5,504.00	\$4,770.00	\$2,739.00
Misc.	\$5,963.87	\$11,230.19	\$9,162.35	\$21,585.59	\$10,000.00
Transfer to General C:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Small Citi:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Purchase of Property	\$0.00	\$0.00	\$64,386.75	\$135,408.89	\$100,000.00
CVAC Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Loan Reduction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL DISBURSEME	\$59,695.72	\$253,923.46	\$85,280.56	\$170,348.32	\$132,739.00
Increase(Decrease) C:	(\$6,924.03)	(\$204,008.69)	(\$61,907.39)	(\$113,398.32)	(\$80,139.00)
ENDING CASH	\$653,231.78	\$449,223.09	\$387,315.70	\$273,917.38	\$193,778.38

Small Cities Grant Fund 2005

	2012 Actual	2013 Projected	2014 Budget	
REVENUES				
Refund of Loan	7,445	3,568	3,600	
Interest Income	<u>233</u>	<u>173</u>	<u>170</u>	
TOTAL REVENUES	7,678	3,741	3,770	
EXPENDITURES				
Operating Supplies	92	138		
Contracted Services				
Small Cities Grant	0	0	50,000	13 & '14 Emergency Fund & Lead Expenses
TOTAL EXPENDITURES	92	138	50,000	
OPERATING PROFIT / (LOSS)	7,586	3,603	(46,230)	
FUND BALANCE	51,757	55,360	9,130	

Small Cities Grant Fund 2009

	2012 Actual	2013 Projected	2014 Budget	
REVENUES				
Refund of Loan	5,192	15,144	5,300	
Grant Proceeds	21,130	0	0	
Interest Income	<u>292</u>	<u>240</u>	<u>240</u>	
TOTAL REVENUES	26,613	15,384	5,540	
EXPENDITURES				
Operating Supplies				
Contracted Services				
Small Cities Grant	21,130	0	8,800	13 & '14 Emergency Fund & Lead Expenses
TOTAL EXPENDITURES	21,130	0	8,800	
OPERATING PROFIT / (LOSS)	5,483	15,384	(3,260)	
FUND BALANCE	7,918	23,302	20,042	

Small Cities Grant Fund 2011

	2012 Actual	2013 Projected	2014 Budget
REVENUES			
Refund of Loan		8,778	
Grant Proceeds	134,706	39,944	0
Interest Income	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	134,706	48,722	0
EXPENDITURES			
Operating Supplies			
Contracted Services			
Small Cities Grant	134,706	39,944	
TOTAL EXPENDITURES	134,706	39,944	0
OPERATING PROFIT / (LOSS)	0	8,778	0
FUND BALANCE	0	8,778	8,778

Small Cities Grant Fund 2013

	2013 Projected	2014 Budget	2015 Budget
REVENUES			
Refund of Loan			
Grant Proceeds	2,000	595,940	0
Interest Income	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	2,000	595,940	0
EXPENDITURES			
Operating Supplies			
Contracted Services			
Small Cities Grant	2,000	595,940	
TOTAL EXPENDITURES	2,000	595,940	0
OPERATING PROFIT / (LOSS)	0	0	0
FUND BALANCE	0	0	0

Community Development Revolving Fund

	2012 Actual	2013 Projected	2014 Budget
REVENUES			
Refund of Loan	0	1,720	0
Grant Proceeds	0	0	0
Transfer from General Fund	0	0	0
TOTAL REVENUES	0	1,720	0
EXPENDITURES			
Operating Supplies	152	506	500 property taxes
Contracted Services	5,800	12,244	7,500 Grant administration
Small Cities Grant	0	0	22,500 13 & '14 Refrig. & water heaters
TOTAL EXPENDITURES	5,952	12,751	30,500
Interest Income	0	0	0
OPERATING PROFIT / (LOSS)	(5,952)	(11,031)	(30,500)
FUND BALANCE	180,889	169,858	139,358

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SECTION VII

LIQUOR FUND BUDGET

SECTION VII

LIQUOR FUND

The Liquor Store budget gives history from 2010.

Profits have returned to the Liquor Store which has allowed increased transfers to the General Fund to help pay for street improvements. Sales have increased substantially with additional increases in pull tab revenue. Pull tabs are now sold using Liquor Store personnel as compared to prior years where we simply leased them space.

Operating expenses are budgeted to increase slightly due to a change in personnel and we hope to see sales come in as budgeted.

A sales analysis breaks the information down between off-sale and on-sale and also between beer and liquor. The retained earnings and cash flow statement show that the \$80,000 budgeted to be transferred to the General Fund should be well covered by the 2014 sources of cash. No Capital Outlay dollars are identified, but there may be expenditures requested during the year.

Liquor Fund Budget

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BUDGET
Revenues					
Sales	989,214	986,761	1,092,147	1,123,800	1,126,000
Cost of Sales	664,810	665,037	719,498	739,800	734,900
Gross Profit	324,404	321,724	372,649	384,000	391,100
Other Revenue					
Rental Income	3,000	14,962	22,959	21,000	22,000
Machine Commissions	1,135	1,123	1,600	1,500	1,500
Miscellaneous Income	700	425	1,115	1,000	1,000
Total Revenue	329,240	338,234	398,322	407,500	415,600
Expenditures					
Salaries	130,448	128,582	131,221	145,600	151,800
Fringe Benefits	51,349	43,626	37,866	40,050	51,000
Office Supplies	629	887	166	500	500
Operating Supplies	6,310	5,776	5,503	6,000	6,000
Building Repair & Maint.	12,775	7,794	10,033	10,000	8,000
Management Fees	23,195	23,658	24,130	24,612	25,104
Contracted Services-Cleaning	9,249	9,300	9,300	9,300	9,500
Telephone	896	862	1,213	1,200	1,300
Travel	413	345	447	450	450
Training	278	182	99	300	300
Freight on Liquor	3,699	3,627	3,988	4,200	4,200
Advertising	15,800	17,198	15,306	17,000	15,000
Insurance	16,118	15,130	13,258	12,600	14,500
Utilities	13,900	13,417	13,973	14,000	14,000
Heating	1,183	1,155	533	1,200	1,200
Depreciation	23,577	10,147	8,093	6,200	6,000
Miscellaneous	3,537	3,519	4,059	4,500	4,700
Credit Card Discount	8,635	9,790	10,996	12,500	11,000
Bad Debts	195	941	839	1,000	500
Laundry	1,113	1,022	1,350	1,500	1,500
Total Expenditures	323,299	296,957	292,372	312,712	326,554
Operating Profit / (Loss)	5,941	41,276	105,950	94,788	89,046
Other Income & Expense					
Interest Income	305	151	264	250	100
Gain/Loss on Disposal of Assets					
Transfer From Other Funds					
Net Income / (Loss)	6,246	41,427	106,214	95,038	89,146

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BUDGET
OPERATING PROFIT/(LOSS)	5,941	41,276	105,950	94,788	89,046
INTEREST INCOME	305	151	264	250	100
Transfer From Other Funds	0	0	0	0	0
NON-OPERATING EXPENSE					
NET INCOME	6,246	41,427	106,214	95,038	89,146
TRANSFERS FROM NET INCOME	30,000	30,000	30,000	30,000	30,000
TO RETAINED EARNINGS	(23,754)	11,427	76,214	65,038	59,146
BEGINNING RETAINED EARNINGS	259,079	235,325	246,752	322,966	388,004
ENDING RETAINED EARNINGS	235,325	246,752	322,966	388,004	447,150
BEGINNING CASH BALANCE	41,856	33,911	47,597	128,331	169,569
SOURCES OF CASH					
DECREASE IN INV.,REC.,PREPAID	3,675	838	485	0	0
INCREASE IN PAYABLES, ACCRUALS	6,636	496	2,178	0	0
DEPOSITS & RESTRICTED ASSETS	0	0	0	0	0
DEPRECIATION	23,577	10,147	8,093	6,200	6,000
NET INCOME FROM OPERATIONS	5,941	41,276	105,950	94,788	89,046
INTEREST INCOME	305	151	264	250	100
NON-OPERATING INCOME	0	0	0	0	0
TOTAL SOURCE OF CASH	40,134	52,908	116,970	101,238	95,146
USES OF CASH					
CAPITAL IMPROVEMENTS	18,079	0	0	0	0
INCREASE IN INV.,REC.,PREPAID	0	9,222	6,235	0	0
DECREASE IN PAYABLES, ACCRUALS					
DEPOSITS & RESTRICTED ASSETS					
NON-OPERATING EXPENSE	30,000	30,000	30,000	60,000	80,000
OTHER USES OF WORKING CAPITAL	0	0	0	0	0
TOTAL USE OF CASH	48,079	39,222	36,235	60,000	80,000
ENDING CASH BALANCE	33,911	47,597	128,331	169,569	184,715

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGET	2014 BUDGET
SALES ANALYSIS					
Off Sale Liquor & Wine Sales	304,775	307,891	337,517	340,000	341,000
Cost of Sales	<u>(218,786)</u>	<u>(217,066)</u>	<u>(237,274)</u>	<u>(239,000)</u>	<u>(238,700)</u>
Gross Profit	85,989	90,824	100,243	101,000	102,300
	28.2%	29.5%	29.7%	29.7%	30.0%
Off Sale Beer Sales	516,225	519,871	552,840	570,000	572,000
Cost of Sales	<u>(386,621)</u>	<u>(390,176)</u>	<u>(411,697)</u>	<u>(424,000)</u>	<u>(424,000)</u>
Gross Profit	129,604	129,695	141,143	146,000	148,000
	25.1%	24.9%	25.5%	25.6%	25.9%
On Sale Liquor & Wine Sales	40,675	40,776	62,115	60,000	70,000
Cost of Sales	<u>(5,970)</u>	<u>(5,867)</u>	<u>(9,904)</u>	<u>(9,300)</u>	<u>(11,200)</u>
Gross Profit	34,704	34,909	52,211	50,700	58,800
	85.3%	85.6%	84.1%	84.5%	84.0%
On Sale Beer Sales	85,858	75,758	90,616	95,000	94,000
Cost of Sales	<u>(22,992)</u>	<u>(21,173)</u>	<u>(24,405)</u>	<u>(25,000)</u>	<u>(25,000)</u>
Gross Profit	62,866	54,585	66,210	70,000	69,000
	73.2%	72.1%	73.1%	73.7%	73.4%
Miscellaneous Sales	41,681	42,465	49,060	58,800	49,000
Cost of Sales	<u>(30,440)</u>	<u>(30,755)</u>	<u>(36,218)</u>	<u>(42,500)</u>	<u>(36,000)</u>
Gross Profit	11,241	11,710	12,841	16,300	13,000
	27.0%	27.6%	26.2%	27.7%	26.5%
Total Sales	989,214	986,761	1,092,147	1,123,800	1,126,000
Total Cost of Sales	<u>(664,810)</u>	<u>(665,037)</u>	<u>(719,498)</u>	<u>(739,800)</u>	<u>(734,900)</u>
Total Gross Profit	324,404	321,724	372,649	384,000	391,100
	32.8%	32.8%	34.1%	34.2%	34.7%

SECTION VIII

UTILITY FUND BUDGET

10 YEAR CAPITAL IMPROVEMENT PLAN

SECTION VIII

UTILITY BUDGET

GENERAL BACKGROUND

The Utility Fund is made up of the Electric, Water and Wastewater Departments. Each Department has its own operating budget and 10 year Capital Improvements Program.

INTERDEPARTMENTAL CHARGES

There is \$33,735 in interdepartmental charges in the 2014 Utility Budget. In the Electric Fund, the \$33,735 is for the work done by the Electrical Department which handles all office and billings operation for its billing services and its office services to Water and Wastewater. These charges show up in the expenditure side of the budget as \$12,375 to Water and \$21,360 to Wastewater.

OUTSIDE CHARGES

In the 2014 Budget, you will see there are \$12,000 of revenues under **Administrative Services** to Electrical and \$10,000 to Water. The \$12,000 in Electrical represents a payment from the General Fund to the Electrical for services provided by the Billings Office. You will find a corresponding expense entry in the administration budget of the General Fund. \$10,000 of the outside charges under revenues for Water represents a payment from the General Fund to Water for water system infrastructure provided for fire service. You will find a corresponding expense entry in Fire Department Budget of the General Fund.

MANAGEMENT FEES

Management Fees are based upon the total general government part of the General Fund Budget which includes Mayor and Council, Administration, Legal, Accounting and City Building. The Utility Fund is expected to assume approximately 45% of these costs. That amount is divided between the Water, Sewer and Electric Department by a percentage of their sales. This amount is increased each year by 2%.



Water Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Budget
REVENUES					
Sale of Service	328,845	458,536	574,489	580,000	591,500
Miscellaneous	5,674	8,821	5,069	5,000	7,000
Fire Service Fee	10,000	10,000	10,000	10,000	10,000
Connection Fees	500	0	0	250	500
Interdepartmental Charges					
Refunds & Reimbursements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUE	345,020	477,357	589,558	595,250	609,000
EXPENSES					
Salaries	95,477	97,495	94,603	105,000	105,000
Earned Benefits	856	(845)	(259)	1,200	1,200
Fringe Benefits	33,006	36,234	33,926	37,980	39,530
Office Supplies	769	561	1,031	500	500
Chemicals & Chemical Supplies	5,562	7,990	8,878	10,000	25,000
Gas & Oil	3,664	3,644	3,078	3,700	4,000
Operating Supplies	3,561	5,490	5,140	7,000	5,000
Laboratory and Testing	2,235	1,099	2,941	1,500	2,000
Equipment Repair & Maint.	7,910	754	2,668	4,500	5,500
Maintain System	40,871	41,302	22,944	39,000	39,000
Building Repair & Maint.	17,191	2,845	5,409	2,000	3,000
Management Fees	34,920	35,616	36,330	37,056	37,800
Telephone	314	280	1,661	1,500	2,000
Travel Expense	1,504	594	283	500	1,000
Training & Instruction	998	1,080	628	1,000	1,000
Marketing	0	2,695	386	500	600
Insurance	10,170	10,342	10,769	14,350	5,130
Work Comp Insurance	4,856	6,501	4,740	3,500	3,500
Utilities	43,796	40,629	31,357	40,000	34,000
Depreciation	98,606	100,089	189,287	110,000	190,000
Miscellaneous	3,542	4,703	4,938	3,500	5,000
Interdepartmental Charges	<u>12,375</u>	<u>12,375</u>	<u>12,375</u>	<u>12,375</u>	<u>12,375</u>
Total Expenses	422,182	411,474	473,113	436,661	522,135
OPERATING PROFIT/(LOSS)	(77,162)	65,883	116,446	158,589	86,865
Other Income & Expense					
Interest Income	11,498	6,420	10,991	12,000	12,000
Contributed Capital Depreciation	0	0	0	0	0
Gain/Loss on Fixed Asset Sale	(1,784)	0	(15,628)	0	0
Interest Expense	(16,690)	(14,811)	(63,145)	(67,500)	(67,600)
Grants & contributed Capital					
NET INCOME/ (LOSS)	<u>(84,139)</u>	<u>57,492</u>	<u>48,664</u>	<u>103,089</u>	<u>31,265</u>

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Water
 REVISED: 2/2014

DESCRIPTION	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Estimates
13th St N--Utah to Nevada (4" CI to 6" C-900)												\$100,000
18th St N--Utah to Nevada (4" CI to 6" C-900)												\$108,000
19th St N--Utah to Nevada (4" CI to 6" C-900)												\$98,000
Bernhardt--8th St N to 10 St N (by developer-6" C-900)												
S of Hoban & W of Hwy 29 (with development--8" C-900)												\$134,000
6th St N--Cottage Square to Montana (loop main-6" C-900)												\$33,000
Complete loop on Robert St.(8" C-900) (by developer)												
Church--Thornton to Pine View Lane (w/develop-8"&10" C-900)												\$230,000
TH+29 Water Main	\$90,000											
15th St S Watermain	\$150,000											
Kansas Ave Point Repair	\$18,000											
Column Total	\$308,000	\$135,000	\$25,000	\$25,000	\$90,000	\$25,000	\$525,000	\$30,000	\$30,000	\$30,000	\$0	\$2,128,500
Other Scheduled Maintenance												
Wash Water Tower Exterior			\$6,000						\$6,500			
Inspect and Clean Water Tower Interior	\$5,000				\$6,000			\$6,000				
Update Wellhead Protection Plan												



Sewer Fund Budget

	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Budget
REVENUES					
Sale of Service	738,634	756,800	730,264	730,000	850,000
Miscellaneous	0	0	0	0	0
Connection Fees	2,000	0	0	2,000	2,000
Interdepartmental Charges	0	0	0	0	0
Refunds & Reimbursements	<u>1,995</u>	<u>8,466</u>	<u>6,592</u>	<u>2,000</u>	<u>2,000</u>
TOTAL REVENUE	742,629	765,267	736,856	734,000	854,000
EXPENSES					
Salaries	6,734	15,097	6,378	9,000	6,800
Earned Benefits	1,202	1,740	314	0	300
Fringe Benefits	2,151	8,324	1,918	4,700	2,200
Office Supplies	255	136	77	200	400
Chemicals & Chemical Supplies	0	0	0	0	30,000
Gas & Oil	1,472	2,281	2,218	1,500	3,000
Operating Supplies	465	562	523	500	500
Laboratory and Testing	0	9	0	0	0
Contracted Services - Testing	0	0	0	0	0
Equipment Repair & Maint.	21,381	6,741	4,426	5,500	10,000
Maintain System	18,584	22,103	15,707	24,000	34,000
Building Repair & Maint.	750	1,114	7,162	7,000	9,000
Contracted Operations - Personnel	250,440	221,015	229,208	235,271	232,200
- Maintenance		26,673	20,188	28,125	28,400
- Chemicals		25,964	41,361	36,604	0
Management Fees	45,336	46,242	47,166	48,109	49,071
Telephone	314	280	242	300	300
Travel Expense	748	20	234	300	300
Training & Instruction	133	253	173	200	400
Insurance	15,868	16,282	16,669	19,450	13,000
Work Comp Insurance	406	299	527	500	200
Electric Utilities	33,685	36,269	34,838	36,000	39,000
Heat	5,957	5,836	3,848	4,000	6,000
Depreciation	316,883	305,738	319,857	310,000	315,000
Miscellaneous	4,801	4,686	3,470	4,200	4,000
Interdepartmental Charges	<u>21,360</u>	<u>21,360</u>	<u>21,360</u>	<u>21,360</u>	<u>21,360</u>
Total Expenses	748,925	769,023	777,863	796,819	805,431
OPERATING PROFIT/(LOSS)	(6,296)	(3,756)	(41,007)	(62,819)	48,569
Other Income & Expense					
Special Assessments					
Interest Income	13,998	12,236	6,545	4,000	4,000
Contributed Capital Depreciation	0	0	0	0	0
Interest Expense	(81,550)	(76,784)	(71,937)	(68,000)	(63,700)
Gain/Loss on Disposal of Asset					
Grants & Contributed Capital	18,417				
NET INCOME/ (LOSS)	<u>(55,432)</u>	<u>(68,303)</u>	<u>(106,399)</u>	<u>(126,819)</u>	<u>(11,131)</u>



Electric Fund Budget

	2011 Actual	2012 Actual	2013 Budget	2013 Projected	Revised 2013 Budget	2014 Budget
REVENUES						
Sale of Service	3,268,995	3,148,431	3,177,000	3,139,818	3,177,000	3,132,000
Miscellaneous	46,313	55,547	42,000	77,591	42,000	88,000
Administrative Services	12,000	12,000	12,000	12,000	12,000	12,000
Interdepartmental Charges	33,735	33,735	33,735	33,735	33,735	33,735
Refunds & Reimbursements	83,800	48,765	20,000	79,538	20,000	20,000
Conservation Rebates	22,141	41,573	25,000	28,868	25,000	20,000
Transmission Revenue				4,169		5,400
Generation Capacity Revenue	45,730	48,024	48,400	48,852	48,400	16,000
Dedicated Capacity Revenue	306,000	309,600	312,000	313,200	312,000	300,960
Backup Power Agreement	434,895	419,578	450,000	681,791	450,000	426,000
Generation Sales	13,929	12,527	15,000	10,262	15,000	15,000
TOTAL REVENUE	4,267,537	4,129,781	4,135,135	4,429,823	4,135,135	4,069,095
EXPENSES						
Power Production						
Gas & Oil	24,316	43,185	20,000	42,086	30,000	30,000
Operating Supplies	1,094	700	1,000	0	0	0
Equipment Repair & Maint.	34,832	58,931	50,000	75,953	53,000	65,000
Building Repair & Maint.	4,095	2,199	2,500	1,255	2,500	1,500
Management Fees-Power Production				16,670	16,667	17,004
MRES-Operation & Maint.				30,152	35,000	31,000
Contracted Services	8,620	576	3,000			
Utilities	34,742	29,349	30,000	35,644	30,000	36,000
Miscellaneous	758	2,752	1,000	0	0	0
Total Power Production	108,457	137,692	107,500	201,760	167,167	180,504
Purchased Power						
Purchased Power	1,587,071	1,551,746	1,618,900	1,527,111	1,618,900	1,525,000
Wheeling	286,005	293,366	294,000	296,073	294,000	296,000
Backup Power Agreement Costs	264,728	216,670	240,000	327,037	240,000	226,500
Total Purchased Power	2,137,804	2,061,782	2,152,900	2,150,222	2,152,900	2,047,500
Transmission						
Maintenance of Transmission Line				204	2,000	1,000
Management Fees-Transmission				16,670	16,667	17,004
MRES-Station & Maintenance				1,151		2,000
Other Contracted Services				0	0	0
Total Purchased Power	0	0	0	18,025	18,667	20,004
Distribution						
Gas & Oil	10,441	10,400	10,000	11,965	12,000	13,000
Operating Supplies	9,314	18,078	16,000	25,582	31,000	27,000
Equipment Repair & Maint.	17,016	30,063	22,500	23,190	22,500	25,000
Maintain System	41,179	19,603	40,000	26,536	40,000	39,000
Maintain Street Lights	40,703	3,657	10,000	24,828	10,000	28,000
Building Repair & Maint.	4,292	2,681	4,000	10,067	11,000	11,000
Management Fees-Distribution	0	0	0	50,001	50,000	51,012
Missouri River Clearing Account	512,799	475,362	500,000	0	0	0
MRES-Distribution				414,106	406,000	421,000
Other Contracted Services				3,713	5,000	5,000
Telephone	1,071	1,145	1,100	3,816	8,100	6,500
Travel Expense	318	1,014	600	2,251	2,600	2,600
Training & Instruction	831	2,478	1,700	12,293	10,000	12,000
Electricity	14,750	11,702	13,000	14,347	13,000	15,000
Heating Cost	2,277	1,662	1,400	2,378	4,000	3,000
Miscellaneous	0	0	0	845	1,000	1,000
Total Distribution	654,990	577,847	620,300	625,917	626,200	660,112



Electric Fund Budget

	2011 Actual	2012 Actual	2013 Budget	2013 Projected	Revised 2013 Budget	2014 Budget
Administration						
Salaries	79,655	82,463	87,000	84,384	87,000	89,000
Earned Benefits	(4,417)	4,533	1,500	(1,495)	1,500	1,500
Fringe Benefits	46,083	32,268	35,250	33,889	35,750	38,550
Office Supplies	6,360	10,605	8,500	14,623	12,500	14,000
Postage	2,756	3,211	3,500	2,764	3,500	3,500
Gas & Oil	354	209	300	419	300	500
Management Fees	160,226	163,430	166,670	75,015	75,003	76,518
MRES-Non Utility Charges				51,385	20,000	50,000
Contracted Services	14,069	7,157	12,000	18,578	22,000	20,000
Data Processing Services	22,349	24,225	25,000	20,240	19,000	22,000
Bill Print Services	11,152	11,215	11,500	11,073	11,500	12,000
Telephone	9,110	8,794	9,200	7,762	9,200	8,000
Travel Expense	2,535	1,847	2,500	1,800	2,500	2,500
Training & Instruction	708	763	1,800	745	1,800	1,800
Marketing	13,726	9,321	12,000	8,650	12,000	10,000
Insurance	21,938	22,617	25,000	24,511	24,500	27,600
Depreciation	471,019	470,684	470,000	467,998	470,000	471,300
Miscellaneous	14,620	7,279	8,000			
Bad Debts	11,497	11,782	12,000	10,697	12,000	12,000
Dues & Subscriptions	5,372	5,803	6,000	5,830	6,000	6,000
Load Management	35,279	58,301	45,000	67,042	66,334	61,002
Meter Reading Services	0	0	0	0	0	0
Total Administration	924,391	936,507	942,720	905,908	892,387	927,770
TOTAL EXPENSES	3,825,642	3,713,828	3,823,420	3,901,831	3,857,321	3,835,890
OPERATING PROFIT/(LOSS)	441,895	415,953	311,715	527,992	277,814	233,205
Other Income & Expense						
Interest Income	90,396	61,328	50,000	51,564	50,000	52,000
Unrealized Gain (Loss) on Investments	(17,436)	23,489		(139,151)		
Sale of Property				1800		
Interest Expense	(293,148)	(286,522)	(268,000)	(279,934)	(268,000)	(257,500)
Gain/Loss on Disposal of Assets				<u>5,000</u>		
NET INCOME/ (LOSS)	<u>221,707</u>	<u>214,248</u>	<u>93,715</u>	<u>167,271</u>	<u>59,814</u>	<u>27,705</u>
*** Sale of Service Breakdown ***						
Residential Lighting	1,343,964	1,299,440	1,300,000	1,331,517	1,300,000	1,330,000
Interruptible Service	84,802	68,400	70,000	91,244	70,000	85,000
Municipal Service	230,129	201,600	210,000	213,866	210,000	220,000
Commercial Lighting	225,581	360,460	360,000	372,541	360,000	360,000
Commercial 3-Phase	126,143	0	0	0	0	0
Industrial Service	1,169,106	1,130,880	1,150,000	1,044,293	1,150,000	1,050,000
Street Lighting & Security Lights	89,270	87,750	87,000	86,357	87,000	87,000
Total Sales of Service	<u>3,268,995</u>	<u>3,148,530</u>	<u>3,177,000</u>	<u>3,139,818</u>	<u>3,177,000</u>	<u>3,132,000</u>

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Electric Department
 REVISED: 2/2014

DESCRIPTION	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	BEYOND
Distribution												
Replace 50 Pulse Initiators with meter modules	\$15,000											
Street Lights												
US TH-12												
Underground Alley Conversion & Engineering												
Homewood Subdivision												
Groehler Court underground Switch		\$35,000										
Underground Conversion		\$80,000	\$85,000	\$90,000	\$95,000	\$100,000	\$105,000	\$110,000	\$115,000	\$120,000	\$125,000	
Fence for Pole Pile												
Replace OH with UGI system upgrades	\$150,000	\$130,000	\$130,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$2,275,000
NW Corner 3φ												
NW Corner 1φ												
NE Corner 3φ												
NE Corner 1φ												
US TH-12												
Column Total	\$346,000	\$410,000	\$290,000	\$390,000	\$430,000	\$322,500	\$385,000	\$260,000	\$265,000	\$270,000	\$275,000	\$2,275,000
Other Schedule Maintenance												
Meggar Testing--Generation		\$7,500					\$8,000					
Relay & Load Tap Changers Maintenance		\$7,500					\$8,000					

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Electric Department
 REVISED: 2/2014

DESCRIPTION	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	BEYOND
Power Plant / Line Garage												
Electric Van												
Tuck point Power Plant	\$25,000											
Replace Power Plant Roof	\$60,000											
Replace Generation Fuel Tank		\$75,000										
Power Plant Demo Phase I	\$50,000	\$50,000										
Equipment												
#2 2009 Chevrolet 3/4 T Pickup 1700 Mi.						\$35,000						
Panel Van 1999 Chevy 57000 Mi	\$30,000											
#8 Small bucket truck 2009 Ford Superduty 6300 Mi							\$130,000					
#10 48ft Bucket truck- 1995 Ford F-800/Hi Ranger 12800Mi												
# Digger/Derrick- 2002 Freightliner/Versalift 8100 Mi				\$150,000								
Boring machine- 2007 Ditch Witch 2020 300 Hr					\$160,000							
Vac Potholer 2006 Ring-O-Matic 200 Hr						\$30,000						
Chipper- 1992 Vermeer 935 550 Hr		\$40,000										
Three Phase Trailer	\$16,000											
Trencher- 1999 Case 560 719 hr			\$75,000									
Tensioner- 1989 Sauber												
Trailer for boring mach.- 2008 Felling						\$7,500						
Pole Trailer- 1989 Felling												
Single Phase Trailer												
AS400 Upgrade/Replacement					\$25,000							

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SECTION IX

GARBAGE COLLECTION FUND

SECTION IX

GARBAGE COLLECTION FUND

The City contracts for garbage pickup for all residential homes in the City. The report show 2010 through 2012 actual amounts and the 2013 projected and 2014 Budget.

Contracted Services is the contract we have with Mattheisen Disposal for garbage pickup. Our current contract ended in 2009. **Refuse Disposal** is what we pay to the Swift County Recycling Center for the garbage we have hauled there.

City Wide Clean Up are costs associated with our Spring Clean up Program.

GARBAGE COLLECTION FUND

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 PROJECT	2014 BUDGET
REVENUES					
Sale of Tags	4,396	4,081	3,058	4,364	3,000
Other Revenue	202	279	368	135	200
Garbage Billings	<u>163,530</u>	<u>162,485</u>	<u>161,670</u>	<u>162,360</u>	<u>163,000</u>
TOTAL REVENUES	168,128	166,845	165,096	166,859	166,200
EXPENDITURES					
Operating Supplies	914	1,265	871	1,768	1,200
Management Fee	8,005	8,166	8,328	8,495	8,664
Contracted Services	104,168	103,944	103,944	103,944	114,000
Refuse Disposal	45,578	44,606	43,076	44,196	45,000
City Wide Cleanup	0	NO BILL	NO BILL	NO BILL	30,000
Uncollectable Accounts	<u>900</u>	<u>607</u>	<u>408</u>	<u>848</u>	<u>1,000</u>
TOTAL EXPENDITURES	159,566	158,588	156,626	159,251	199,864
OPERATING PROFIT / (LOSS)	8,563	8,257	8,470	7,608	(33,664)
Interest Income	1,824	2,040	2,238	2,119	2,000
Transfer to other funds.	0	0	0	0	0
FUND BALANCE	107,866	118,163	128,871	138,598	106,934

SECTION X

NON BUDGETED FUNDS

SECTION X

The City of Benson has a few funds that do not have formal budgets adopted for them. The following is a list of these funds and a brief description of each one.

Library Endowment Fund - This fund was created with monies left over from the construction of the new library. These are restricted funds and only the interest may be spent each year for Capital Outlay purposes. This fund has a cash balance at the beginning of 2014 of \$22,715.

Perpetual Care Cemetery - 20% of all lot sales are deposited into this fund. The City Council may transfer the interest earned in this fund during the year to help pay for cemetery maintenance. This fund has a cash balance at the beginning of 2014 of \$83,599.

Development District – The City created the Development District to assist with its economic development activities. Tax increment dollars were at one time available to be spent within the Development District. At this time the Fund is not active.

Revolving Loan Fund – Established by a grant from the State of Minnesota and transfers from the City's General Fund, the Revolving Loan Fund is used to make loans to businesses that are unable to obtain the financing they need through banks or other investors. The cash balance in this fund is \$989,098 at the beginning of 2014.