

City of Baxter, MN

2024 Annual Operating Budget

Governmental Funds & Enterprise Funds

**Scheduled for Adoption
December 6, 2023**

**Prepared by City of Baxter
Department of Finance**

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Section I

The City

Elected and Appointed Officials

Elected Officials

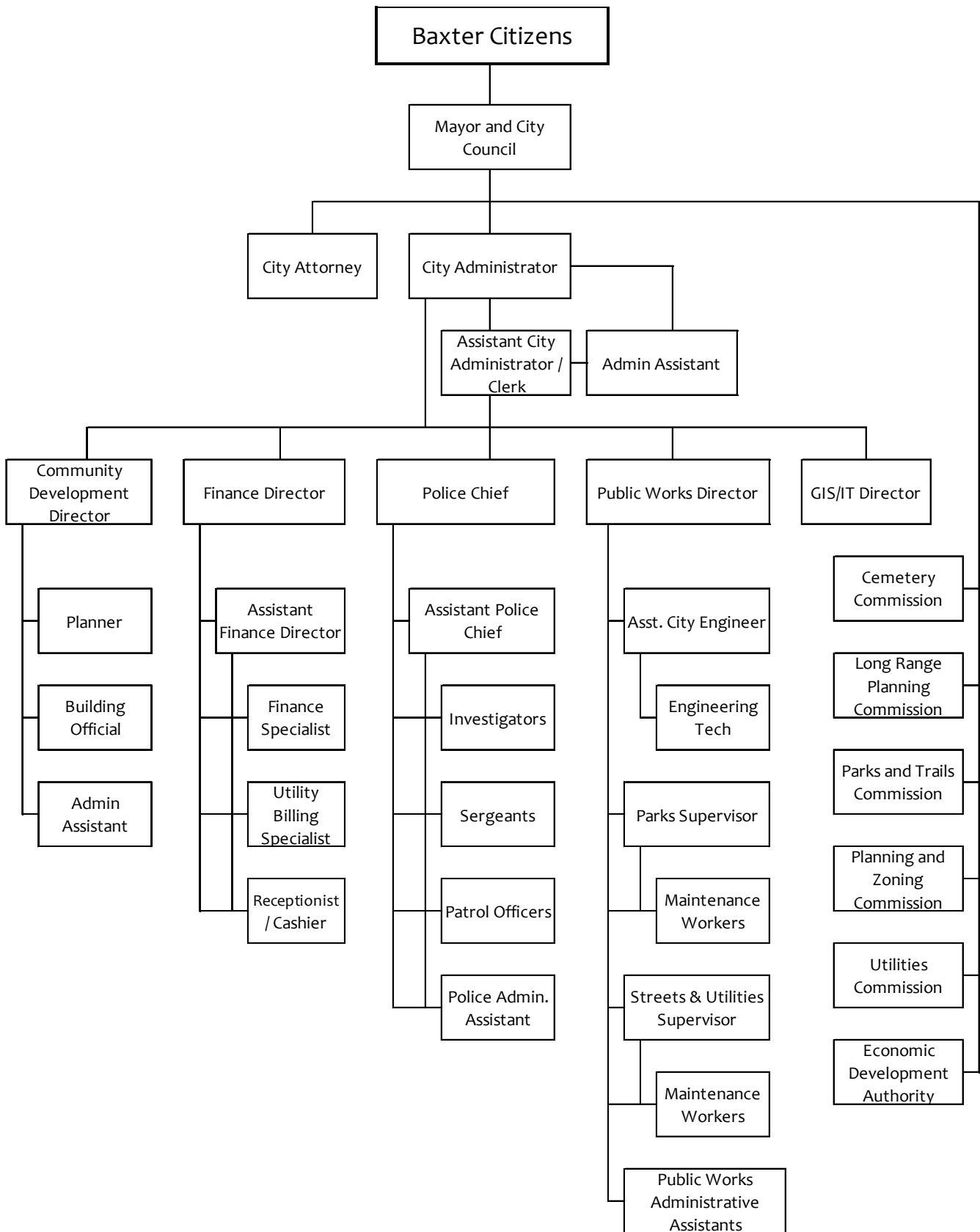
Mayor	Term of Office Expires*
Darrel Olson	2025
Council Members	
Mark Cross	2025
Connie Lyscio	2027
Zach Tabatt	2027
Jeff Phillips	2025

Appointed Officials

City Administrator	Bradley Chapulis
Assistant City Administrator/Clerk	Kelly Steele
Community Development Director	Josh Doty
Finance Director	Jeremy Vacinek
GIS/IT Director	Todd DeBoer
Police Chief	James Exsted
Public Works Director	Trevor Walter

* Expires on the first official business day in January

Organizational Chart



Property Tax Levy

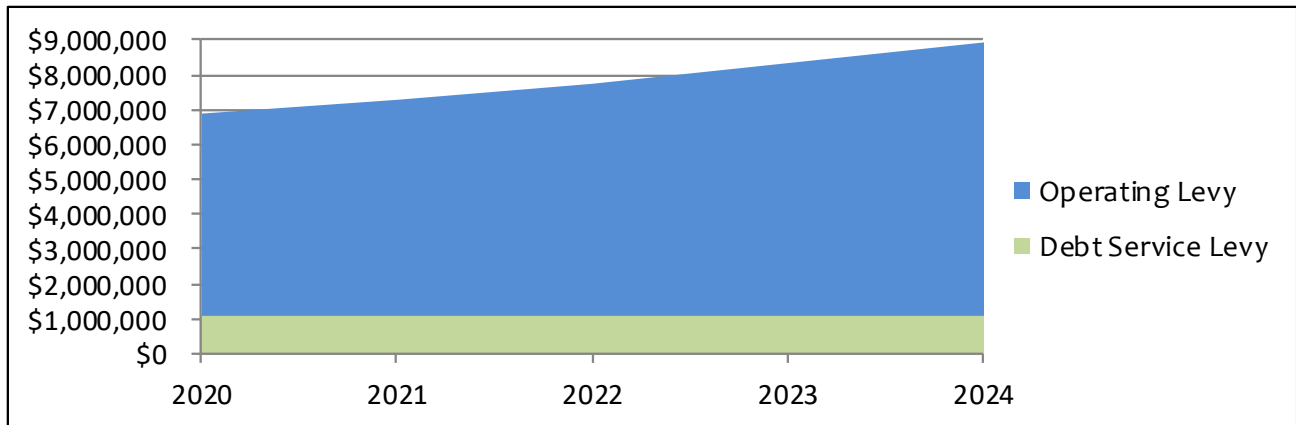
Changes in Property Taxes by Fund

Fund	2023 Approved Property Taxes	2024 Property Taxes	Increase (Decrease) Amount
General	\$ 6,592,300	\$ 7,033,200	\$ 440,900
Collector Street	387,000	387,000	-
Community Development	100,000	300,300	200,300
Capital Parks	34,800	40,200	5,400
Cemetery	15,000	15,000	-
Capital Project Funds	59,100	45,000	(14,100)
Economic Development	40,300	-	(40,300)
Recycling	-	-	-
Total Operating Levy	7,228,500	7,820,700	592,200
Debt Service	1,076,000	1,076,000	-
Total Operating and Debt Service Levies	\$ 8,304,500	\$ 8,896,700	\$ 592,200

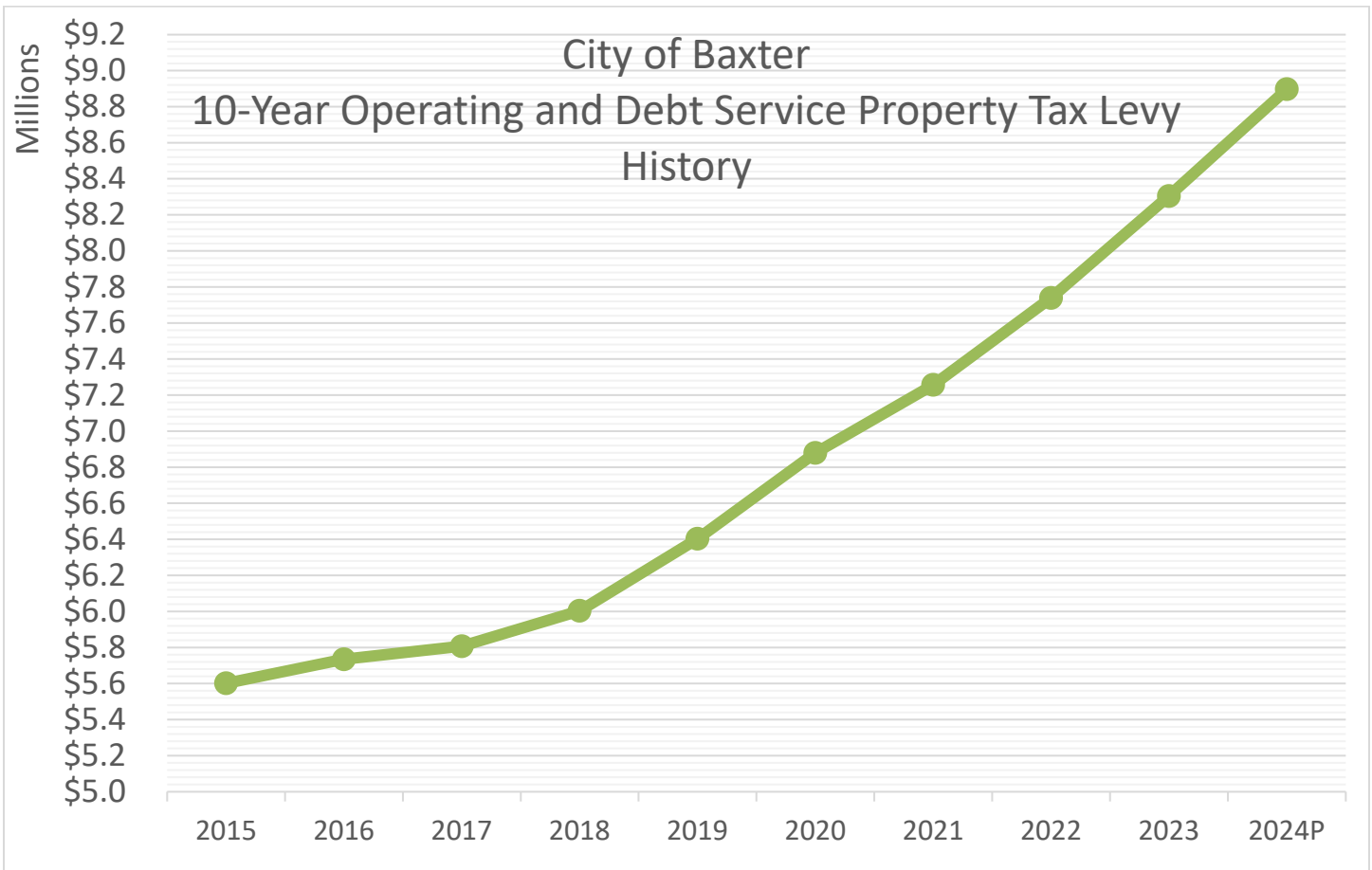
Detail of Debt Service Funds

Bond Issue	Debt Service Levy
G.O. Improvement Bonds 2015	-
G.O. Improvement Bonds 2018	153,000
G.O. Improvement Bonds 2019	140,000
G.O. Improvement Bonds 2020	135,000
G.O. Improvement Bonds 2022	403,000
G.O. Improvement Bonds 2023	245,000
Total	\$ 1,076,000

Operating vs. Debt Service Levy



Property Tax Levy (continued)



Estimated Tax Capacity with Growth and New Construction

	2022	2023	2024*
Gross Net Tax Capacity	\$ 13,957,879	16,612,748	\$ 18,535,319
Less: Tax Increment Value	(505,416)	(552,485)	(705,473)
Net Tax Capacity for Operating and Debt Levies	\$ 13,452,463	\$ 16,060,263	\$ 17,829,846
Change in Net Tax Capacity Over Prior Year (Overall)	\$ 666,549	\$ 2,607,800	\$ 1,769,583
NTC Overall Rate	57.529%	51.709%	49.898%

*The 2024 Net Tax Capacity is estimated based upon figures available from Crow Wing County (CWC) as of November 2023. The figures are subject to change until the final figures are certified at year end, including potential legislative impacts on the 2023 assessment, 2024 payable year, and adjustments for the rounded spread levy by fund. Tax Increment values (current estimates) are deducted from initial tax capacity to calculate taxable tax capacity.

Property Tax Levy (continued)

New Construction by Class and Change in Market Value and Tax Capacity Comparison of Prior Year to Current Year

New Construction Class	2022 New Construction*		2023 New Construction*	
	Market Value	Est. Tax Capacity	Market Value	Est. Tax Capacity**
Residential Homestead	\$ 3,796,700	\$ 37,967	\$ 7,222,920	\$ 72,229
Residential Non-Homestead & Other	2,157,080	21,571	5,248,835	52,488
Residential Non-Homestead 4+	-	-	7,773,720	97,172
Commercial/Industrial	2,478,740	37,181	-	-
Totals	\$ 8,432,520	\$ 96,719	\$ 20,245,475	\$ 221,889

*2022 and 2023 Market Value and Est. Tax Capacity Figures for individual construction classes were current as of the same period (prior to the Local Board of Appeal and Equalization), are based upon conservative CWC estimates, and have not been updated individually to reflect finalized figures for the individual classes; however, the actual tax capacities are included in the county's calculation of overall tax capacity. The purpose of this table is to compare for illustrative purposes only the current year's new construction added to the following year's tax base and estimated tax capacity with the new construction and estimated tax capacity added in the prior year.

**Conservative estimates utilizing lowest class rate multiplier applied to CWC market value estimates; does not account for the new market value potentially being included in a tax increment financing district.

Calculation of Levy for 2024 and the 2024 Estimated Tax Capacity Rate Based upon the 2024 Annual Operating Budget

	2024 Annual Operating Budget
General Fund Expenditures	\$ 8,491,100
General Fund Non-Levy Revenue	1,457,900
Net General Fund Levy Required	\$ 7,033,200
Other Funds Levies	\$ 787,500
Debt Service Levies	1,076,000
Net Levy	\$ 8,896,700
Tax Cap Rate (Overall)* - Preliminary Estimate for 2024	49.898%
Prior Year's Actual Tax Cap Rate (Overall)	51.709%
Change in Tax Capacity Rate (Overall)	-1.811%

*Tax capacities and rates are estimated and subject to change with the final CWC certification based upon factors identified earlier.

Property Tax Levy (continued)

Estimated Impact of the 2024 Levy on Various Valued Properties Based upon No Change in Valuation

The following table provides a comparison for certain Baxter homes and smaller commercial/industrial properties from 2023 to 2024 based on legislative, budget, and voter approved changes for the City of Baxter portion only. **The rounded figures do not reflect a change in valuation from the prior year.**

	2023 City Taxes	2024 City Taxes	Change 2023-24
\$76,000 Residential Property	\$ 236	\$ 228	\$ (8)
\$175,000 Residential Property	794	766	(28)
\$350,000 Residential Property	1,780	1,718	(62)
\$500,000 Commercial Property	4,783	4,616	(167)

Estimated Impact of the 2024 Levy on Various Valued Properties with the Citywide Average Assessed Valuation Changes Included

The following table provides a comparison for certain Baxter homes and smaller commercial/industrial properties from 2023 to 2024 based on legislative, budget, and voter approved changes for the City of Baxter portion only. **The figures reflect an across the board average 7.51% increase in existing residential valuations and average 7.61% increase in existing commercial/industrial valuations, based upon data provided by Crow Wing County in the Spring Abstracts.**

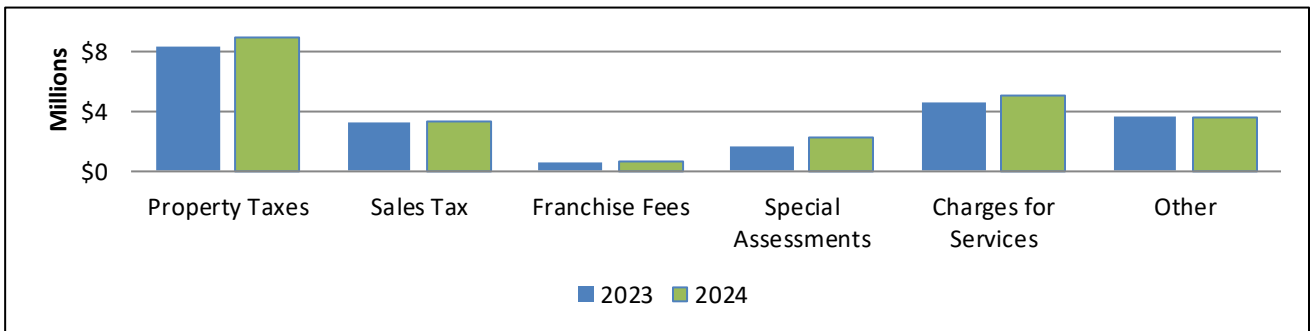
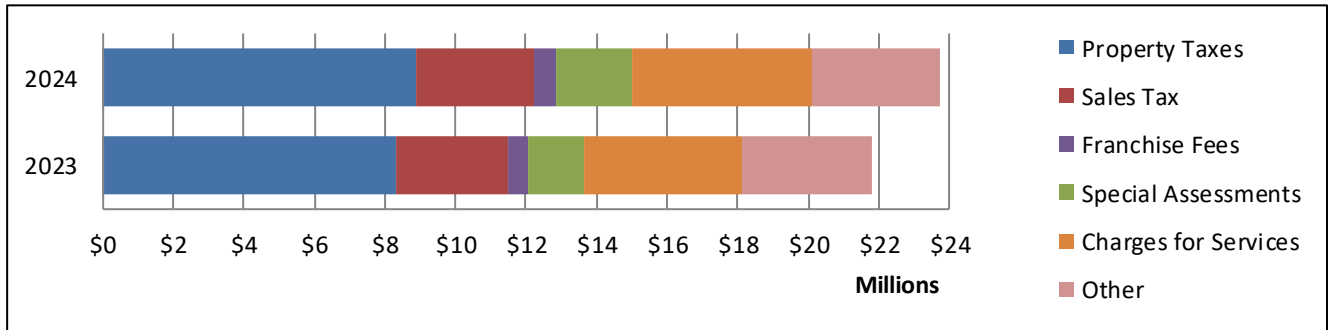
	2023 City Taxes	2024 City Taxes	Change 2023-24
\$76,000 Residential Property Increased to \$81,708	\$ 236	\$ 259	\$ 23
\$175,000 Residential Property Increased to \$188,143	794	837	43
\$350,000 Residential Property Increased to \$376,285	1,780	1,861	81
\$500,000 Commercial Property Increased to \$538,050	4,783	4,995	212

Section II

Budget by Funds

All Governmental Funds – Revenues and Transfers In

	2023 Amended	2024 Operating	Increase / (Decrease)	
	Budget	Budget	\$	%
Property Taxes	\$ 8,304,500	\$ 8,896,700	\$ 592,200	7 %
Lodging Tax	448,900	478,000	29,100	6
Sales Tax	3,168,000	3,351,000	183,000	6
Tax Increments	547,100	626,300	79,200	14
Franchise Fees	580,600	588,600	8,000	1
Special Assessments	1,570,800	2,170,400	599,600	38
Licenses/Permits	296,300	297,300	1,000	0
Intergovernmental	1,768,800	1,530,100	(238,700)	(13)
Charges for Services	4,510,900	5,096,200	585,300	13
Fines & Forfeits	48,000	42,000	(6,000)	(13)
Interest	355,600	466,800	111,200	31
Other	221,000	166,500	(54,500)	(25)
Total Revenues Before Transfers	21,820,500	23,709,900	1,889,400	9 %
Transfers In	2,590,500	2,515,900	(74,600)	(3) %
Total Revenues and Transfers In	24,411,000	26,225,800	1,814,800	7 %

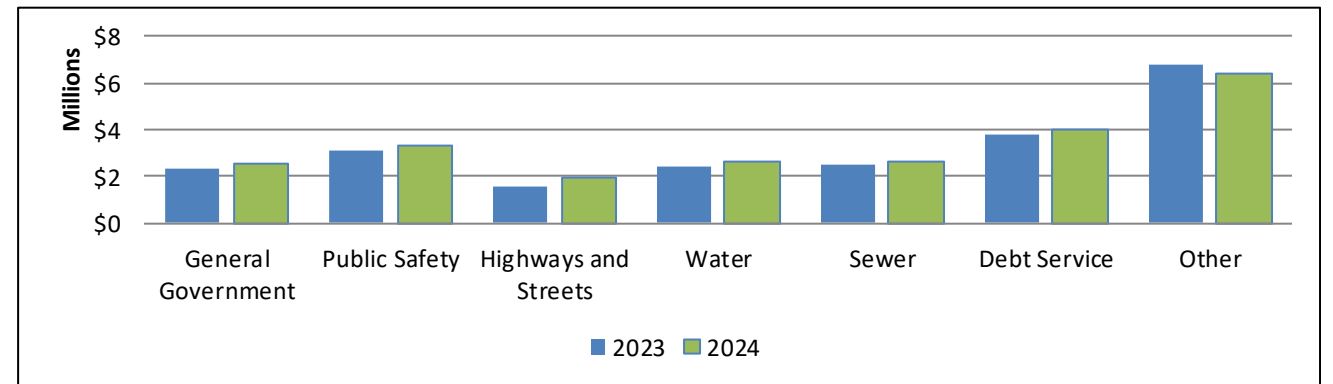
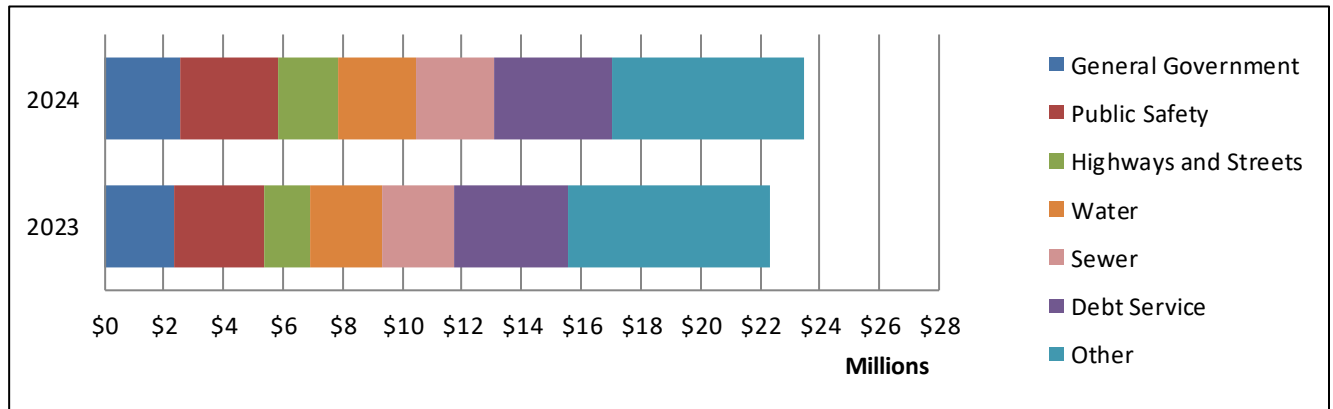


Charts exclude transfers

All Governmental Fund – Expenditures and Transfers Out

	2023 Amended	2024 Operating	Increase / (Decrease)	
	Budget	Budget	\$	%
General Government	\$ 2,318,500	\$ 2,522,800	\$ 204,300	9 %
Public Safety	3,068,800	3,336,800	268,000	9
Highways and Streets	1,531,600	1,975,900	444,300	29
Culture and Recreation	1,232,700	1,385,700	153,000	12
Economic and Community Development	1,724,100	1,883,300	159,200	9
Water	2,376,100	2,613,500	237,400	10
Sewer	2,466,700	2,633,000	166,300	7
Storm Water	872,500	947,900	75,400	9
Capital Outlay	2,955,200	2,217,300	(737,900)	(25)
Debt Service	3,800,000	3,974,500	174,500	5
Total Expenditures Before Transfers	22,346,200	23,490,700	1,144,500	5 %
Transfers Out	3,504,100	9,516,500	6,012,400	172 %
Total Expenditures and Transfers Out	25,850,300	33,007,200	7,156,900	28 %

Net Revenues Over/(Under) Expenditures including Transfers	\$ (1,439,300)	\$ (6,781,400)
Net Revenues Over/(Under) Expenditures excluding Transfers	\$ (525,700)	\$ 219,200



Charts exclude transfers

General Fund Revenues

Revenues			
	2022 Actual	2023 Budget	2024 Adopted
Property Taxes	\$ 6,696,588	\$ 7,228,500	\$ 7,820,700
Franchise Fees	209,811	204,000	207,000
Special Assessments	8,100	8,100	8,100
Licenses, Permits, and Fees	43,574	40,800	42,900
Intergovernmental Revenue	372,214	173,300	402,000
Charges for Services	133,073	173,800	172,400
Fines and Forfeits	42,808	48,000	42,000
Gifts and Contributions	7,275	-	-
Investment Earnings	69,723	39,300	40,800
Change in Fair Value of Investment	(120,707)	-	-
Other	192,486	140,200	148,700
Transfers In	479,854	404,600	394,000
Total Revenues	\$ 8,134,798	\$ 8,460,600	\$ 9,278,600

Highlights:

Proposed property tax levy of \$8,896,700 necessary (overall increase of \$592,200 or 7.1%), is comprised of the following:

\$1,076,000 levied for Debt Service as a special levy (no change from 2023)

\$7,820,700 levied for operations: \$7,033,200 for General Fund operations, \$787,500 for other funds supported by a property tax levy (increase of 8.2% from 2023)

\$452,900 Allocated Administration/Transfers from other funds for central supplies, insurance, administration, finance, IS support and equipment, and other services

\$402,000 intergovernmental revenues (grants), including: \$201,400 of MN Local Government Aid (LGA), \$172,600 for police-related state aid programs, and \$28,000 from Sourcewell

\$110,000 cable franchise fees

\$97,000 electric franchise fees to pay for streetlight operations

\$42,000 budgeted for court fines

\$148,700 budgeted for rental revenue, primarily tower leases

\$98,400 budgeted for SRO contract

General Fund Expenditures

Expenditures

General Government

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	-	-	-

Expenditures

Personnel Services	\$	14,932	\$	400	\$	22,900
Supplies		7,279		8,700		8,600
Services and Charges		132,087		344,100		320,700
Capital Outlay		-		-		-
Transfers Out		4,300		4,300		4,500
Total Expenditures	\$	158,598	\$	357,500	\$	356,700
		% Increase/(Decrease) Over 2023				-0.2%

Highlights:

\$23,000 budgeted for three elections in 2024

\$20,200 funding to Senior Center (3% increase); \$5,330 to Initiative Foundation; \$8,000 for 4th of July Fireworks

\$58,000 for property and liability insurance

\$10,000 funding for Dial-A-Ride

\$66,000 City Hall building maintenance

\$13,500 for employee wellness program, funded primarily from Sourcewell grant

\$3,400 annual funding for future pooled vehicle replacement in capital equipment fund

\$50,000 budgeted General Fund expenditures to maintain reserves, protect bond rating, and to cover potential revenue reductions and unanticipated expenditures, including fuel increases, seasonal impacts

General Fund Expenditures

Council

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	5.00	5.00	5.00

Expenditures

Personnel Services	\$ 37,537	\$ 37,700	\$ 37,400
Supplies	1,855	1,900	2,100
Services and Charges	4,033	7,100	7,100
Transfers Out	2,600	2,700	2,600
Total Expenditures	\$ 46,025	\$ 49,400	\$ 49,200
% Increase/(Decrease) Over 2023			-0.4%

Highlights:

\$2,100 budgeted for Microsoft Office software annual maintenance
 \$2,600 annual funding for future IT replacement program

Administration

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	2.50	2.50	2.50

Expenditures

Personnel Services	\$ 396,563	\$ 433,300	\$ 457,200
Supplies	742	900	1,400
Services and Charges	26,601	17,700	17,800
Transfers Out	2,600	2,600	2,700
Total Expenditures	\$ 426,506	\$ 454,500	\$ 479,100
% Increase/(Decrease) Over 2023			5.4%

Highlights:

\$7,000 for human resources services
 \$2,700 annual funding for future IT replacement program

General Fund Expenditures

Finance

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	4.00	4.00	4.00

Expenditures

Personnel Services	\$ 421,254	\$ 500,700	\$ 535,700
Supplies	14,555	16,700	18,700
Services and Charges	17,867	28,300	30,900
Transfers Out	3,800	3,800	4,000
Total Expenditures	\$ 457,477	\$ 549,500	\$ 589,300
	% Increase/(Decrease) Over 2023		7.2%

Highlights:

- \$11,600 for auditing services allocated to general fund
- \$12,000 for financial-related professional services
- \$17,500 for software annual maintenance
- \$4,000 annual funding for future IT replacement program

Legal

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	-	-	-

Expenditures

Services and Charges	\$ 68,917	\$ 78,000	\$ 109,600
Total Expenditures	\$ 68,917	\$ 78,000	\$ 109,600
	% Increase/(Decrease) Over 2023		40.5%

Highlights:

- \$37,600 for City Attorney and specialized counsel (estimated)
- \$72,000 for prosecuting attorney (estimated)

General Fund Expenditures

Information Systems (GIS)

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	1.00	1.00	1.00

Expenditures

Personnel Services	\$ 142,680	\$ 171,900	\$ 181,300
Supplies	28,406	27,400	25,600
Services and Charges	9,305	17,000	17,000
Transfers Out	1,400	1,400	1,400
Total Expenditures	\$ 181,790	\$ 217,700	\$ 225,300
	% Increase/(Decrease) Over 2023		3.5%

Highlights:

- \$10,000 for backup and consulting services related to security and network functions
- \$23,600 for GIS and various citywide network software annual maintenance
- \$1,400 annual funding for future IT replacement program

Public Works Administration

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	3.50	3.50	3.50

Expenditures

Personnel Services	\$ 421,365	\$ 445,000	\$ 512,600
Supplies	10,241	9,900	11,600
Services and Charges	58,125	85,100	60,900
Transfers Out	7,000	7,000	7,700
Total Expenditures	\$ 496,731	\$ 547,000	\$ 592,800
	% Increase/(Decrease) Over 2023		8.4%

Highlights:

- \$4,700 differential for Sourcewell-funded intern
- \$45,000 for general engineering services, increase from \$25,000
- \$7,000 for vehicle maintenance, increase from \$2,500
- \$2,900 annual funding for future vehicle replacement in capital equipment fund
- \$4,800 annual funding for future IT replacement program

General Fund Expenditures

Police

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	16.00	16.00	16.00

Expenditures

	\$ 2,012,903	\$ 2,253,700	\$ 2,490,300
Personnel Services			
Supplies	111,550	110,400	83,800
Services and Charges	157,433	144,900	157,800
Capital Outlay	-	-	-
Transfers Out	127,200	137,900	86,600
Total Expenditures	\$ 2,409,086	\$ 2,646,900	\$ 2,818,500
	% Increase/(Decrease) Over 2023		6.5%

Highlights:

- \$1,400 differential for Sourcewell-funded intern
- \$35,000 for fuel
- \$23,800 for software annual maintenance
- \$1,600 for bullet proof vest replacements, \$1,100 for rifle replacements, and \$4,700 for other equipment
- \$35,200 for animal control, an increase of \$1,300 from the 2023 budget
- \$21,600 for squad maintenance
- \$60,000 annual funding for future squad car replacements in capital equipment fund
- \$26,600 annual funding for future IT replacement program
- Added Department requested FTE Patrol Officer position (estimated 2024 cost with 07/08/24 start: \$64,800)

Fire Protection

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	-	-	-

Expenditures

	\$ 353,653	\$ 355,400	\$ 354,000
Services and Charges			
Total Expenditures	353,653	\$ 355,400	\$ 354,000
	% Increase/(Decrease) Over 2023		-0.4%

Highlights:

- Contract with the City of Brainerd

General Fund Expenditures (continued)

Streets			
	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	3.26	2.94	
Expenditures			
Personnel Services	\$ 221,520	\$ 277,500	\$ 330,400
Supplies	174,653	218,500	305,500
Services and Charges	505,161	550,200	704,500
Capital Outlay	10,822	25,000	-
Transfers Out	129,200	167,300	171,200
Total Expenditures	\$ 1,041,357	\$ 1,238,500	\$ 1,511,600
	% Increase/(Decrease) Over 2023		22.1%

Highlights:

- \$7,900 for 480 hours seasonal maintenance staffing
- \$48,000 for fuel, a \$23,000 increase
- \$30,000 for street maintenance materials, a 50% increase from \$15,000 in 2023
- \$140,000 for street salt and sand, \$30,000 increase
- \$35,000 for street sign replacement, a \$5,000 increase
- \$18,000 for minor equipment, including \$7,500 for a prewet/treat salt tank insert
- \$10,000 for engineering services, an increase from \$4,000, including a public works facility expansion feasibility study report
- \$95,000 for contract plowing, a \$24,000 increase from 2023
- \$46,000 for striping
- \$175,000 for crack sealing, a \$10,000 increase
- \$25,000 of professional services for contract tree trimming/removal, an increase from \$20,000
- \$68,000 for public works facility maintenance, including \$25,000 for wash bay painting, \$5,000 for LED shop lighting, \$5,000 for shop floor repairs, and \$20,000 miscellaneous
- \$10,000 for concrete median repairs/curbs (new)
- \$155,000 for miscellaneous street maintenance and repairs, including: poly patching (\$25,000), spray patching (\$30,000, up from \$20,000), \$80,000 for contractor paver patch repairs and \$5,000 miscellaneous (overall increase from \$100,900 in 2023)
- \$85,000 for vehicle and machinery repair, an increase of \$35,000 from 2023
- \$168,300 for future vehicle and equipment acquisition/replacement in capital equipment fund
- \$2,900 annual funding for future IT replacement program

General Fund Expenditures (continued)

Street Lighting

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	-	-	-
Expenditures			
Supplies	\$ 1,305	\$ -	\$ -
Services and Charges	111,888	124,900	135,500
Capital Outlay	-	-	-
Total Expenditures	\$ 113,192	\$ 124,900	\$ 135,500
	% Increase/(Decrease) Over 2023		8.5%

Highlights:

- \$116,000 for utilities and maintenance
- \$12,000 for repairs
- \$7,500 for emergency siren scheduled battery replacements

General Fund Expenditures (continued)

Parks, Trails, and Grounds Maintenance

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	6.50	6.50	6.50

Expenditures			
Personnel Services	\$ 596,013	\$ 720,600	\$ 758,100
Supplies	85,388	83,300	88,400
Services and Charges	333,094	286,900	331,700
Capital Outlay	13,197	24,400	-
Transfers Out	132,500	69,900	71,300
Total Expenditures	\$ 1,160,191	\$ 1,185,100	\$ 1,249,500
	% Increase/(Decrease) Over 2023		5.4%

Highlights:

- \$69,100 for seasonal staffing
- \$21,800 for rink attendant seasonal staffing
- \$78,600 continued funding for contract services, including public works facility expansion feasibility study report (\$3,000) and parks capital improvement plan (\$1,500)
- \$9,100 for team sports minor equipment, including: \$3,100 for fence guards, \$4,600 for safety net replacement, \$300 for window air conditioner, and \$1,100 for field rakes and bases
- \$18,500 for landscaping (mulch, tree, and plant replacements)
- \$20,600 for Oscar Kristofferson Park and \$14,200 for Loren Thompson Park repairs identified in Capital Asset Management Plan
- \$52,600 for building and structures repairs, including:
 - \$6,000 for dugout repairs, \$6,000 for rink and perimeter fencing, \$2,000 for power washing pavilions, \$3,000 for parking lots restriping, \$3,000 for parking lots LED lighting, \$5,000 for Loren Thompson rink removal/repair, \$3,000 for park keypad locks, \$2,000 for 220-volt outlet upgrade, \$7,300 HVAC-related repairs/testing, \$2,300 for graffiti coating, and \$13,000 of miscellaneous repairs and contracted services
- \$45,000 for vehicle and equipment repairs and maintenance, an increase from \$35,000
- \$66,000 for future vehicle and equipment acquisition/replacement in capital equipment fund
- \$5,300 annual funding for future IT replacement program

General Fund Expenditures (continued)

Recreation Programs

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency	-	-	-

Expenditures

Services and Charges	\$ 20,000	\$ 20,000	\$ 20,000
Total Expenditures	\$ 20,000	\$ 20,000	\$ 20,000
	% Increase/(Decrease) Over 2023		0.0%

Highlights:

Contract with ISD 181 Community Education to administer recreation programs

Operating Transfers to Other Funds

	2022 Actual	2023 Budget	2024 Adopted
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Expenditures

Cemetery	\$ 15,000	\$ 15,000	\$ 15,000
Community Development	100,000	100,000	300,300
Capital Parks	19,800	34,800	40,200
Economic Development	40,000	40,300	-
Debt Service	103,907	-	-
Capital Equipment	89,700	45,000	45,000
Capital Projects	-	14,100	-
Collector Street	387,000	387,000	387,000
Street Replacement	-	-	-
Water	108,700	-	-
Total Transfers Out	\$ 864,107	\$ 636,200	\$ 787,500

Total General Fund Expenditures	\$ 7,797,632	\$ 8,460,600	\$ 9,278,600
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Net Revenues Over/(Under)			
Expenditures	\$ 337,166	\$ -	\$ -

Highlights:

Property tax levy for other budgeted special revenue and capital project funds

Added \$100,300 for Community Development Fund transfer to finance code enforcement/inspector position (does not include additional equipment needs)

Cemetery Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Investment Earnings	\$ 723	\$ 100	\$ 100
Change in Fair Value of Investments	(2,448)	-	-
Other	19,400	4,800	9,000
Transfers In	15,000	15,000	15,000
Total Revenues	\$ 32,675	\$ 19,900	\$ 24,100

Highlights:

- \$15,000 transfer from the General Fund for operations
- \$3,000 budgeted for plot sales and \$6,000 for columbarium niche sales
- 50% of plot and columbarium revenues reserved for perpetual care

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Personnel Services	\$ 4,900	\$ 5,500	\$ 5,600
Supplies	888	1,200	1,200
Services and Charges	20,379	8,700	11,600
Capital Outlay	23,573	-	-
Debt Service	186	500	400
Total Expenditures	\$ 49,926	\$ 15,900	\$ 18,800
	% Increase/(Decrease) Over 2023		18.2%

Highlights:

- \$300 for cemetery commission funding
- \$3,400 for professional services, including tree trimming
- \$4,200 for seed, fertilizer, black dirt, and plant replacement
- \$3,400 budgeted for columbarium interfund loan repayment during year

Net Revenues Over/(Under) Expenditures	\$ (17,251)	\$ 4,000	\$ 5,300
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Community Development Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Special Assessments	\$ 71	\$ -	\$ -
Licenses, Permits, and Fees	428,827	255,500	254,400
Intergovernmental Revenue	1,633	-	-
Charges for Services	218,527	153,800	117,200
Investment Earnings	10,673	2,400	3,000
Change in Fair Value of Investments	(38,020)	-	-
Transfers In	100,000	100,000	300,300
Total Revenues	\$ 721,710	\$ 511,700	\$ 674,900

Highlights:

\$371,600 of estimated building permit, inspections, plan review, and planning and zoning fees
 Up to a \$300,300 transfer from the general fund to support a portion of the operations

Expenditures

Planning Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency (FTE)	2.50	2.50	2.50
Personnel Services	\$ 291,682	\$ 326,700	\$ 394,200
Supplies	1,436	1,800	2,400
Services and Charges	20,396	28,100	48,800
Transfers Out	6,600	6,600	6,000
Total Expenditures	\$ 320,114	\$ 363,200	\$ 451,400
	% Increase/(Decrease) Over 2023		24.3%

Highlights:

\$5,000 for planning and zoning professional services and \$2,000 for county WCA administration
 \$20,400 for legal fees (estimated)
 \$3,000 annual funding for future vehicle replacement in capital equipment fund
 \$3,000 annual funding for future IT replacement program
 Includes Department identified FTE code enforcement and inspection position (estimated 2024 cost:
 \$100,300 plus equipment and workspace for position split between two departments)

Community Development Fund (continued)

Building Inspection Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency (FTE)	1.50	1.50	1.50
Personnel Services	\$ 156,872	\$ 167,400	\$ 225,500
Supplies	2,499	700	2,800
Services and Charges	20,933	36,300	22,600
Transfers Out	32,400	35,400	37,200
Total Expenditures	\$ 212,704	\$ 239,800	\$ 288,100
	% Increase/(Decrease) Over 2023		20.1%

Highlights:

- \$5,000 allocated for estimated for building inspection services, as necessary
- \$13,000 reduction in contracted services from current budget with removal of electrical inspections
- \$32,000 allocated administration transfer
- \$3,500 annual funding for future vehicle replacement in capital equipment fund
- \$1,700 annual funding for future IT replacement program
- Includes code enforcement/inspector position requested, see "Planning" Department

Total Fund Expenditures	\$ 532,817	\$ 603,000	\$ 739,500
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Net Revenues Over/(Under) Expenditures	\$ 188,893	\$ (91,300)	\$ (64,600) *
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*Fund balance deficit currently anticipated in the Community Development Special Revenue Fund. The Community Development fund balance fluctuates based upon annual activities and has been stabilizing. The fund will continue to be monitored, along with related revenues.

Capital Parks Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Intergovernmental Revenue	-	-	-
Investment Earnings	4,586	700	5,000
Change in Fair Value of Investments	(17,430)	-	-
Other	674,406	-	-
Transfers In	194,800	34,800	90,000
Total Revenues	\$ 856,362	\$ 35,500	\$ 95,000

Highlights:

- No park dedication fee revenues budgeted for the year
- \$90,000 transfer from Capital Equipment fund for prior playground funding
- Camp Vanasek land annual debt service payment funded from the Capital Parks Fund

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Supplies	\$ 10,348	\$ -	\$ -
Services and Charges	109,827	12,500	97,500
Capital Outlay	176,203	10,000	332,000
Other Debt	34,747	34,800	34,800
Total Expenditures	\$ 331,126	\$ 57,300	\$ 464,300

Highlights:

- \$75,000 for Whipple Beach Master Plan Study, \$12,500 for Whipple Beach Capital Asset Management Plan, \$10,000 for Dog Park site determination planning
- \$34,800 for Camp Vanasek annual land payment to Crow Wing County
- \$157,000 for Loren Thompson playground replacement (\$90,000 of funding previously set aside)
- \$175,000 for Loren Thompson Park ice rink replacement

Net Revenues Over/(Under) Expenditures	\$ 525,236	\$ (21,800)	\$ (369,300)
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Economic Development Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Investment Earnings	\$ 25,602	\$ -	\$ 13,200
Change in Fair Value of Investments	(81,370)	-	-
Other	1,690	-	-
Transfers In	40,000	40,300	40,200
Total Revenues	\$ (14,078)	\$ 40,300	\$ 53,400

Highlights:

\$40,200 transfer from the General Fund for BLAEDC contract and funding of EDA and Industrial Park activities

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ 48,252	\$ 52,700	\$ 53,400

Highlights:

\$38,000 requested for BLAEDC for contracted economic development services; increase of \$1,000 or 2.7% from 2023

Net Revenues Over/(Under) Expenditures	\$ (62,330)	\$ (12,400)	\$ -
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Lodging Tax Administration Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Lodging Tax	\$ 476,986	\$ 448,900	\$ 478,000
Total Revenues	\$ 476,986	\$ 448,900	\$ 478,000

Highlights:

\$478,000 forecasted Lodging Tax receipts

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ 476,986	\$ 448,900	\$ 478,000

Highlights:

\$454,100 to Visit Brainerd Lodging Association for marketing efforts (95%)

\$23,900 allocated to the General Fund for administration (5%)

Net Revenues Over/(Under) Expenditures	\$ -	\$ -	\$ -
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Tax Increment Financing Funds

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Tax Increments	\$ 538,853	\$ 547,100	\$ 626,300
Investment Earnings	10,294	2,200	7,500
Change in Fair Value of Investments	(35,959)	-	-
Other	-	-	-
Total Revenues	\$ 513,188	\$ 549,300	\$ 633,800

Highlights:

Accounts for city's current combined ten tax increment financing (TIF) districts
 \$633,800 budgeted for tax increment revenues generated on tax increment parcels

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ 226,727	\$ 244,000	\$ 251,100
Debt Service	34,457	34,300	34,700
Transfers Out	141,510	133,500	130,500
Total Expenditures	\$ 402,694	\$ 411,800	\$ 416,300

Highlights:

\$209,300 in projected developer payments through pay-as-you go notes
 \$33,400 for 2015 Tax Increment Bond principal and interest debt service payments transferred to debt service fund
 \$34,700 of debt service related to estimated interfund loan interest within TIF districts
 \$97,100 for 2018 Tax Increment Bond principal and interest debt service payments transferred to debt service fund

Net Revenues Over/(Under) Expenditures	\$ 110,494	\$ 137,500	\$ 217,500
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*Fund balance is expected to fluctuate in the combined funds due to the timing of revenues versus expenditures for funds.

Sales Tax Collection Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Sales and Excise Tax	\$ 3,693,565	\$ 3,168,000	\$ 3,351,000
Investment Earnings	76,796	42,000	72,000
Change in Fair Value of Investments	(297,639)	-	-
Total Revenues	\$ 3,472,722	\$ 3,210,000	\$ 3,423,000

Highlights:

- \$3,249,000 Local Option Sales Tax revenue forecasted, an increase of \$171,000 from 2023
- \$102,000 Motor Vehicle Excise Tax revenue budgeted
- Year-to-date sales tax through May is up 3.0% from last year and motor vehicle excise tax is up 11.3% from last year

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ 781,936	\$ 680,200	\$ 729,300
Transfers Out	3,038,097	884,200	3,989,400
Total Expenditures	\$ 3,820,034	\$ 1,564,400	\$ 4,718,700

Highlights:

- \$73,900 for state and city administrative costs
- \$655,400 estimated payment to Brainerd for airport revenue sharing agreement
- Projected Sales Tax Transfers include:
 - \$589,400 for 2009B debt service for wastewater treatment plant capacity
 - \$3,100,000 estimated funding for water and sewer infrastructure for the South Forestview project
 - \$300,000 estimated funding for Golf Course commercial storm pond improvements (carried over)

Net Revenues Over/(Under) Expenditures	\$ (347,311)	\$ 1,645,600	\$ (1,295,700)
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Capital Equipment Fund

Purpose:

- Provide a sinking fund for future capital equipment replacement purchases
- Attempts to smooth annual capital outlay expenditures for systematic replacement of capital equipment, including squad cars, public works, and parks vehicles

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Intergovernmental Revenue	\$ 24,125	\$ -	-
Investment Earnings	\$ 30,492	\$ 9,000	\$ 11,000
Other	82,723	66,000	-
Transfers In	560,600	511,200	425,700
Total Revenues	\$ 592,893	\$ 586,200	\$ 436,700

Highlights:

- \$66,400 IT/GIS funding in all departments for technology replacements
- \$60,000 Police vehicle replacement charges for future squad replacements
- \$6,300 from General Fund for future Public Works Admin and General Government vehicle replacements
- \$6,500 from Community Development Fund for future vehicle replacements
- \$168,300 Streets vehicle replacement charges for future truck and equipment replacements
- \$66,000 Parks vehicle/equipment replacement charges for future truck and equipment replacements
- \$5,300 enterprise funds allocations for future public works truck and equipment replacements
- \$45,000 annual allocation for future playground equipment funding

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Supplies	\$ 26,321	\$ 12,500	\$ 51,000
Services and Charges	37,663	-	-
Capital Outlay	393,309	979,600	640,000
Transfers Out	175,000	-	90,000
Total Expenditures	\$ 632,292	\$ 992,100	\$ 781,000

Highlights:

- \$\$33,000 for Police laptop replacements
- \$8,000 for Parks, Public Works, and Building Inspection field staff iPad replacements
- \$277,000 for Police body and squad cameras system, five-year cost
- \$10,000 for network server equipment and \$133,600 for estimated balance of city software upgrades
- \$15,000 for council chambers audio/visual equipment
- \$117,800 for replacement of Police squads 366 and 365 (\$58,900 each)
- \$12,800 for Parks JD Z950 Mower replacement and \$14,800 Workman Gas Cart replacement
- \$69,000 for Parks truck #2451 with plow replacement
- \$90,000 transfer to Capital Parks fund for prior playground savings allocated to Loren Thompson project

Net Revenues Over/(Under) Expenditures	\$ (39,399)	\$ (405,900)	\$ (344,300)
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Collector Street Fund

Purpose:

- Provide a sinking fund for future collector street construction on a pay-as-you-go basis
- Minimizes the need to issue debt and levy for debt service for the City’s share of project costs such as additional street width, lanes, and curb and gutter
- Provides an additional revenue source to leverage MSA for City collector streets

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Property Taxes	\$ -	\$ -	\$ -
Special Assessments	-	-	49,900
Intergovernmental Revenue	542,202	-	-
Investment Earnings	66,268	16,400	37,200
Change in Fair Value of Investments	(223,367)	-	-
Transfers In	591,314	387,000	387,000
Total Revenues	\$ 976,418	\$ 403,400	\$ 474,100

Highlights:

Funding for projects from an annual General Fund allocation

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Personnel Services			
Supplies			
Services and Charges	\$ 25,407	\$ -	\$ -
Capital Outlay	-	-	-
Transfers Out	1,219,086	500,000	2,500,000
Total Expenditures	\$ 1,244,493	\$ 500,000	\$ 2,500,000

Highlights:

Estimated funding for 2024 improvement projects, including:

\$2,100,000 for South Forestview improvements

\$400,000 for 2024 Commercial FDR improvements

Net Revenues Over/(Under) Expenditures	\$ (268,076)	\$ (96,600)	\$ (2,025,900)
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Street Replacement Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Franchise Fees	\$ 310,484	\$ 301,400	\$ 302,700
Intergovernmental Revenue	180,734	170,000	175,000
Investment Earnings	38,052	18,000	22,300
Change in Fair Value of Investments	(130,315)	-	-
Total Revenues	\$ 398,955	\$ 489,400	\$ 500,000

Highlights:

\$175,000 Municipal State Aid (MSA) funding for MSA Street Maintenance
 \$302,700 franchise fees for pavement management activities

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ 284,878	\$ 360,500	\$ 500,000
Transfers Out	-	-	-
Total Expenditures	\$ 284,878	\$ 360,500	\$ 500,000

Net Revenues Over/(Under) Expenditures	\$ 114,077	\$ 128,900	\$ -
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Highlights:

\$500,000 of estimated micro-surfacing projects for 2024

Trail Construction and Maintenance Fund

Purpose:

- Provide a sinking fund for future trail maintenance and reconstruction
- To provide a sinking fund for future trail construction by leveraging DNR and other grants with matching funds from this construction fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Special Assessments	\$ 7,695	\$ 7,600	\$ 7,600
Franchise Fees	67,400	75,200	78,900
Investment Earnings	6,095	2,200	3,500
Change in Fair Value of Investments	(20,629)	-	-
Total Revenues	\$ 60,561	\$ 85,000	\$ 90,000

Highlights:

\$78,900 franchise fees for pavement management
 \$7,600 Arbor Glen trail special assessments

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ 57,344	\$ 85,000	\$ 90,000

Highlights:

\$5,000 for Trail PASER rating study
 \$85,000 for various trail segment maintenance and repairs (crack sealing, poly patching, bituminous patching, and micro-surfacing)

Net Revenues Over/(Under) Expenditures	\$ 3,217	\$ -	\$ -
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Debt Service Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Property Taxes	\$ 1,098,059	\$ 1,076,000	\$ 1,076,000
Special Assessments	2,031,734	1,555,100	2,104,800
Intergovernmental Revenue	40,829	35,500	30,100
Investment Earnings	74,977	51,600	78,000
Change in Fair Value of Investments	(265,710)	-	-
Transfers In	854,293	717,600	719,700
Total Revenues	\$ 3,834,182	\$ 3,435,800	\$ 4,008,600

Highlights:

- \$1,076,000 debt service levy
- \$2,108,800 of special assessment principal and interest revenues
- Transfers to fund for related debt service:
 - \$589,400 from Sales Tax Fund
 - \$130,300 from tax increment funds

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Debt Service	\$ 4,967,051	\$ 3,730,900	\$ 3,905,000

Net Revenues Over/(Under) Expenditures	\$ (1,132,869)	\$ (295,100)	\$ 103,600
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Debt Service Levies by Fund

	2022 Actual	2023 Budget	2024 Adopted
G.O. Refunding Bonds 2013A (06A/06B portion)	\$ 237,791	\$ -	\$ -
G.O. Improvement Bonds 2014	2,325	-	-
G.O. Improvement Bonds 2015	205,926	194,800	-
G.O. Improvement Bonds 2016	27	-	-
G.O. Improvement Bonds 2018	211,293	177,200	153,000
G.O. Improvement Bonds 2019	222,494	177,800	140,000
G.O. Improvement Bonds 2020	218,203	176,600	135,000
G.O. Improvement Bonds 2022	-	349,600	403,000
G.O. Improvement Bonds 2023	-	-	245,000
Total Debt Service Levies	\$ 1,098,059	\$ 1,076,000	\$ 1,076,000

Water Operations Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Charges for Services	\$ 1,637,247	\$ 1,696,600	\$ 2,036,200
Investment Earnings	79,303	72,100	78,900
Change in Fair Value of Investments	(270,956)	-	-
Other	107,298	5,000	4,400
Transfers In	109,019	-	-
Total Revenues	\$ 1,661,910	\$ 1,773,700	\$ 2,119,500

Highlights:

Proposed approximate 6.0% rate increase

Consumption rate adjustment: \$3.47 to \$3.68 per thousand gallons

Base fees: Residential: Proposed rate adjustment from \$13.61 to \$14.43 per month

Commercial: Proposed rate adjustment from \$33.43 to \$35.44 per month

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency (FTE)	3.17	4.43	4.43
Personnel Services	\$ 301,161	\$ 469,800	\$ 506,200
Supplies	162,092	158,100	208,500
Services and Charges	1,960,911	1,748,200	1,898,800
Capital Outlay	1,262,506	80,300	287,200
Transfers Out	310,885	448,600	757,900
Total Expenditures	\$ 3,997,554	\$ 2,905,000	\$ 3,658,600
	% Increase/(Decrease) Over 2023		25.9%
	% Increase/(Decrease) Over 2023, excluding capital outlay & transfers		10.0%

Highlights:

\$7,900 for 480 hours seasonal maintenance staffing and \$5,300 for 320-hour PW intern (Sewer matched)

\$8,800 for annual SCADA software subscription

\$22,000 for pump, fire hydrant parts, and miscellaneous maintenance supplies

\$15,000 for contracted mowing service at water towers and interconnect building

\$9,000 for SCADA support, \$17,000 for HVAC maintenance, \$2,000 for generator maintenance, and \$3,000 miscellaneous

Water Operations Fund

\$30,500 for property insurance; \$25,000 for engineering; \$65,000 for chemicals
 \$122,000 estimated electric utilities and \$24,000 for other utilities
 \$14,300 estimated water purchases from BPU for monthly fees and maintenance runs
 \$30,000 for pipe repairs; \$15,000 for treatment plant pond cleaning, \$11,500 for water plant door lock
 replacements, \$60,000 for chemical feed room painting, and \$30,000 for miscellaneous repairs
 including washbay paint, and LED lights
 \$18,000 for East water tower maintenance
 \$20,000 for chlorine pump maintenance/replacement, \$20,000 new microclor cell, \$10,000 refurbish
 microclor cell, \$8,000 for microclor brine pumps
 \$1,261,000 for depreciation
 \$84,000 for Microclor Tech upgrades
 \$69,700 for water plant new iron analyzer with installation
 \$42,000 for forklift replacement, and \$33,000 for gate valve exerciser
 \$33,500 for utility service truck #2203 replacement, split with sewer fund
 \$1,900 transfer out for future capital equipment funding, \$140,000 allocated administration, and \$7,000
 for IT replacement funding
 \$343,400 funding for South Forestview improvement project and \$265,600 for 2024 FDR street
 improvements

Net Revenues Over/(Under) Expenditures	\$ (2,335,645)	\$ (1,131,300)	\$ (1,539,100)
Depreciation	1,159,407	1,200,000	1,261,000
Depreciation Coverage	(1,198,226)	46,711	(278,100)
Depreciation Coverage %	-103.35%	3.89%	-22.05%

WAC Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Investment Earnings	\$ -	\$ -	\$ -
Change in Fair Value of Investments	-	-	-
Other	849,554	224,900	238,600
Transfers In	-	-	72,000
Total Revenues	\$ 849,554	\$ 224,900	\$ 310,600

Highlights:

No rate adjustments proposed at this time; estimate 12 new residential single family, 10 new commercial units, and 120 retrofit units for proposed South Forestview project

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	\$ -	\$ -	\$ -
Capital Outlay	-	-	-
Transfers Out	990,269	-	-
Total Expenditures	\$ 990,269	\$ -	\$ -
	% Increase/(Decrease) Over 2023		-

Highlights:

No proposed expenses funded from WAC for 2024

Net Revenues Over/(Under) Expenditures	\$ (140,715)	\$ 224,900	\$ 310,600
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Water Debt Service Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Transfers In	\$ 2,504,840	\$ -	\$ -
Total Revenues	\$ 2,504,840	\$ -	\$ -

Highlights:

2013A (07A portion) debt service for the water treatment plant was called in 2022

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Debt Service	\$ 2,483,311	\$ -	\$ -
% Increase/(Decrease) Over 2023			-

Highlights:

2013A (07A portion) debt service for the water treatment plant was called in 2022

Net Revenues Over/(Under) Expenditures	\$ 21,529	\$ -	\$ -
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Sewer Operations Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Charges for Services	\$ 1,426,078	\$ 1,472,200	\$ 1,636,200
Investment Earnings	65,104	60,200	62,700
Change in Fair Value of Investments	(222,177)	-	-
Other	8,983	5,000	4,400
Transfers In	242,468	-	-
Total Revenues	\$ 1,520,456	\$ 1,537,400	\$ 1,703,300

Highlights:

Proposed approximate 3.1% rate increase

Consumption rate adjustment: \$4.11 to \$4.24 per thousand gallons

Base fees: Residential: Proposed rate adjustment from \$15.30 to \$15.77 per month

Commercial: Proposed rate adjustment from \$30.80 to \$31.75 per month

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency (FTE)	2.17	1.93	2.17
Personnel Services	\$ 193,958	\$ 221,700	\$ 237,400
Supplies	40,462	40,100	40,400
Services and Charges	2,065,601	2,204,900	2,355,200
Capital Outlay	43,998	10,000	33,500
Transfers Out	307,985	210,000	641,100
Total Expenditures	\$ 2,652,004	\$ 2,686,700	\$ 3,307,600

% Increase/(Decrease) Over 2023 23.1%

% Increase/(Decrease) Over 2023, excluding capital outlay & transfers 6.7%

Highlights:

\$7,900 for 480 hours seasonal maintenance staffing and \$5,300 for 320-hour PW intern (Water matched)

\$15,300 for contracted mowing service at lift stations

\$9,000 for SCADA support, \$9,000 for lift station maintenance, and \$5,000 for generator maintenance

\$17,000 for engineering

\$822,300 estimated sewer treatment charges

\$116,500 for repairs/maintenance to structures, buildings, and equipment (increase from \$62,500)

\$1,225,000 for depreciation

\$33,500 for utility service truck #2203 replacement, split with water fund

\$140,000 transfer out for allocated administration, and \$1,800 for IT replacement funding

\$302,100 funding for South Forestview improvement project and \$195,300 for 2024 FDR street improvements

Sewer Operations Fund

Net Revenues Over/(Under) Expenditures	\$ (1,131,549)	\$ (1,149,300)	\$ (1,604,300)
Depreciation	1,087,018	1,200,000	1,225,000
Depreciation Coverage	(66,519)	50,700	(379,300)
Depreciation Coverage %	-6.12%	4.23%	-30.96%

SAC Fund

Revenues

	2022 Actual	2023 Budget	2024 Adopted
Investment Earnings	\$ 39,982	\$ 34,800	\$ 31,600
Change in Fair Value of Investments	(139,004)	-	-
Other	775,322	70,000	70,000
Transfers In	-	-	72,000
Total Revenues	\$ 676,300	\$ 104,800	\$ 173,600

Highlights:

No rate adjustments proposed at this time; estimate 12 new residential single family, 10 new commercial units, and 120 retrofit units for proposed South Forestview project

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Services and Charges	36,646	-	-
Capital Outlay	\$ 286,466	\$ 240,000	\$ 411,800
Debt Service			
Transfers Out	15,000	-	-
Total Expenditures	\$ 338,112	\$ 240,000	\$ 411,800
	% Increase/(Decrease) Over 2023		71.6%

Highlights:

\$236,500 estimated for Lift Station 15 rehab project and \$175,300 estimated for LS13 rehab project balance carried over from 2023

Net Revenues Over/(Under) Expenditures	\$ 338,189	\$ (135,200)	\$ (238,200)
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Storm Water Operations Fund

Revenues

	2022 Actual	2023 Budget	2024 Budget
Charges for Services	\$ 652,560	\$ 719,600	\$ 825,600
Intergovernmental Revenue	167	1,390,000	923,000
Investment Earnings	12,188	4,600	-
Change in Fair Value of Investments	(41,569)	-	-
Other	145,247	-	-
Transfers In	-	380,000	-
Total Revenues	\$ 768,593	\$ 2,494,200	\$ 1,748,600

Highlights:

Proposed 13.1% increase from \$0.0224 to \$0.0253 annually per square foot for commercial accounts, from \$54.00 to \$61.08 annually for residential accounts (\$4.50 to \$5.09 monthly)
 Proposed \$923,000 of intergovernmental revenues for Excelsior commercial storm project (\$830,000 LCCMR for construction, \$43,000 SWCD Cleanwater Funds, and \$50,000 SWCD for landscaping) – carryover from 2023

Expenditures

	2022 Actual	2023 Budget	2024 Adopted
Employee Full-Time Equivalency (FTE)	0.90	1.20	1.50
Personnel Services	\$ 76,513	\$ 126,200	\$ 147,500
Supplies	27,332	27,600	36,800
Services and Charges	508,540	718,700	763,600
Capital Outlay	246,730	1,610,300	512,800
Transfers Out	91,724	252,700	224,900
Total Expenditures	\$ 950,839	\$ 2,735,500	\$ 1,685,600
	% Increase/(Decrease) Over 2023		-38.4%
	% Increase/(Decrease) Over 2023, excluding capital outlay & transfers		8.6%

Highlights:

\$10,000 for catch basin repairs
 \$100,000 street sweeping contracts for two MS4 sweepings
 \$11,400 ditch mowing operations (City seasonal labor)
 \$47,000 for engineering (including \$3,500 for public work facility expansion feasibility report)
 \$8,000 landscaping for tree replacement
 \$100,000 for storm water repairs (\$17,000 poly patching, \$33,000 catch basins, \$42,000 pond cleanings, and \$8,000 curb repairs)
 \$372,000 for depreciation

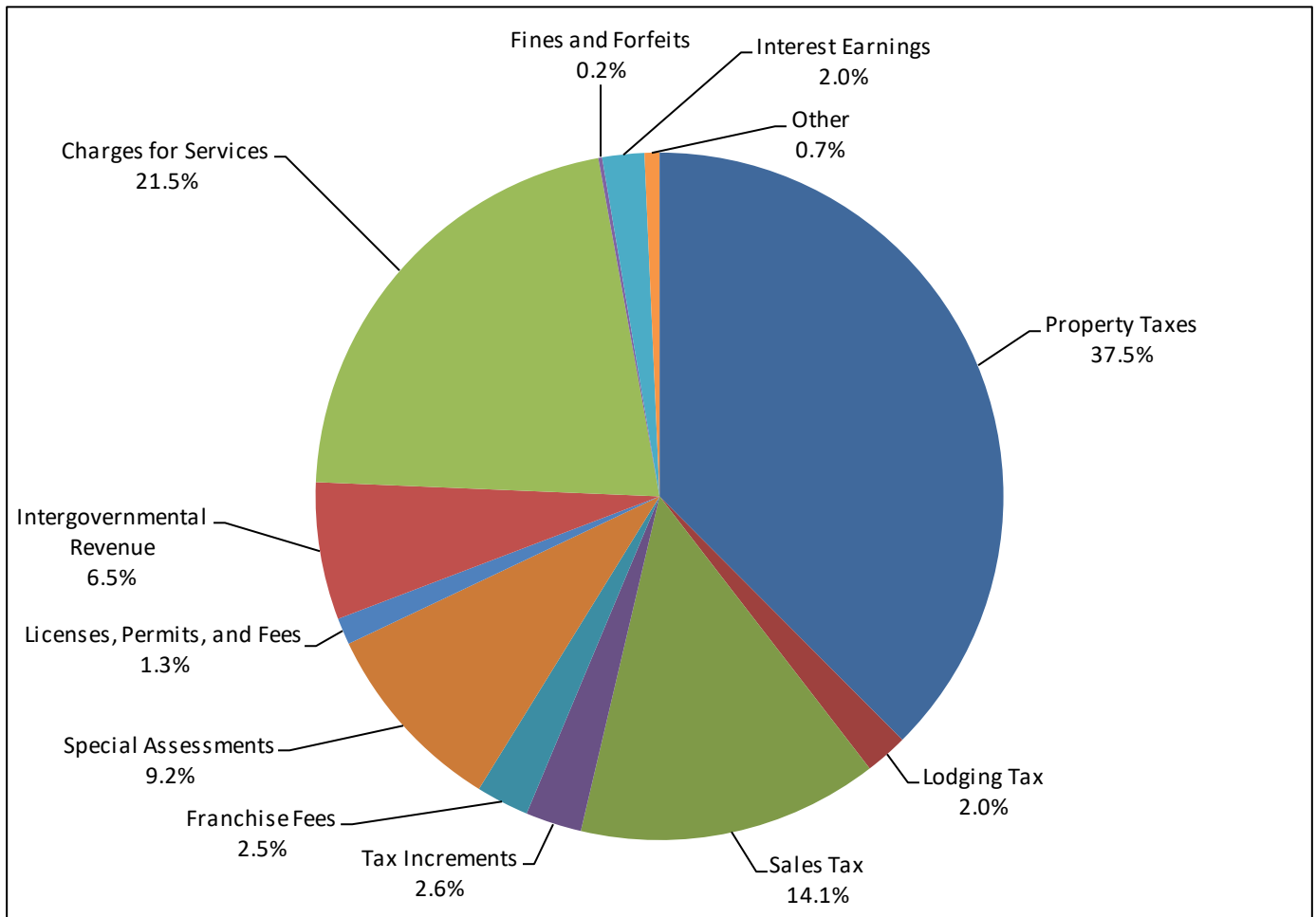
Storm Water Operations Fund

\$512,800 funding for estimated balance of Excelsior Commercial Storm Pond Phase 1, including additional estimated landscape plantings, final seeding, and bank stabilization and riprap construction
 \$7,200 transfer out for future capital equipment funding, \$82,000 allocated administration, and \$1,500 for IT replacement funding
 \$134,200 funding for 2024 FDR street improvements

Net Revenues Over/(Under) Expenditures	\$ (182,246)	\$ (241,300)	\$ 63,000
Depreciation	347,244	360,000	372,000
Depreciation Coverage	83,432	118,700	435,000
Depreciation Coverage %	24.03%	32.97%	116.94%

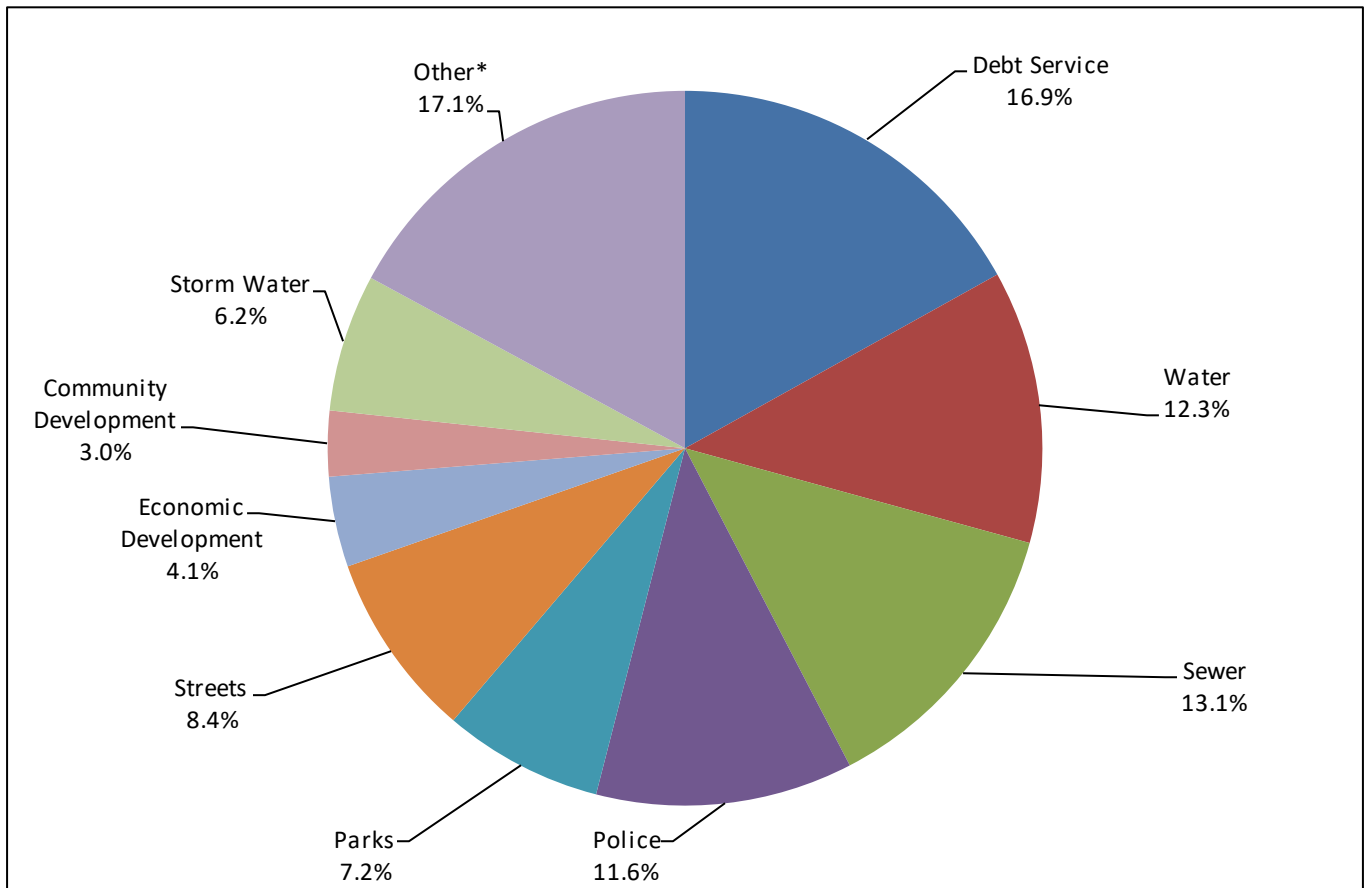
Graphs

All Governmental Funds – Revenues by Category



Percentages may not foot to 100% due to rounding

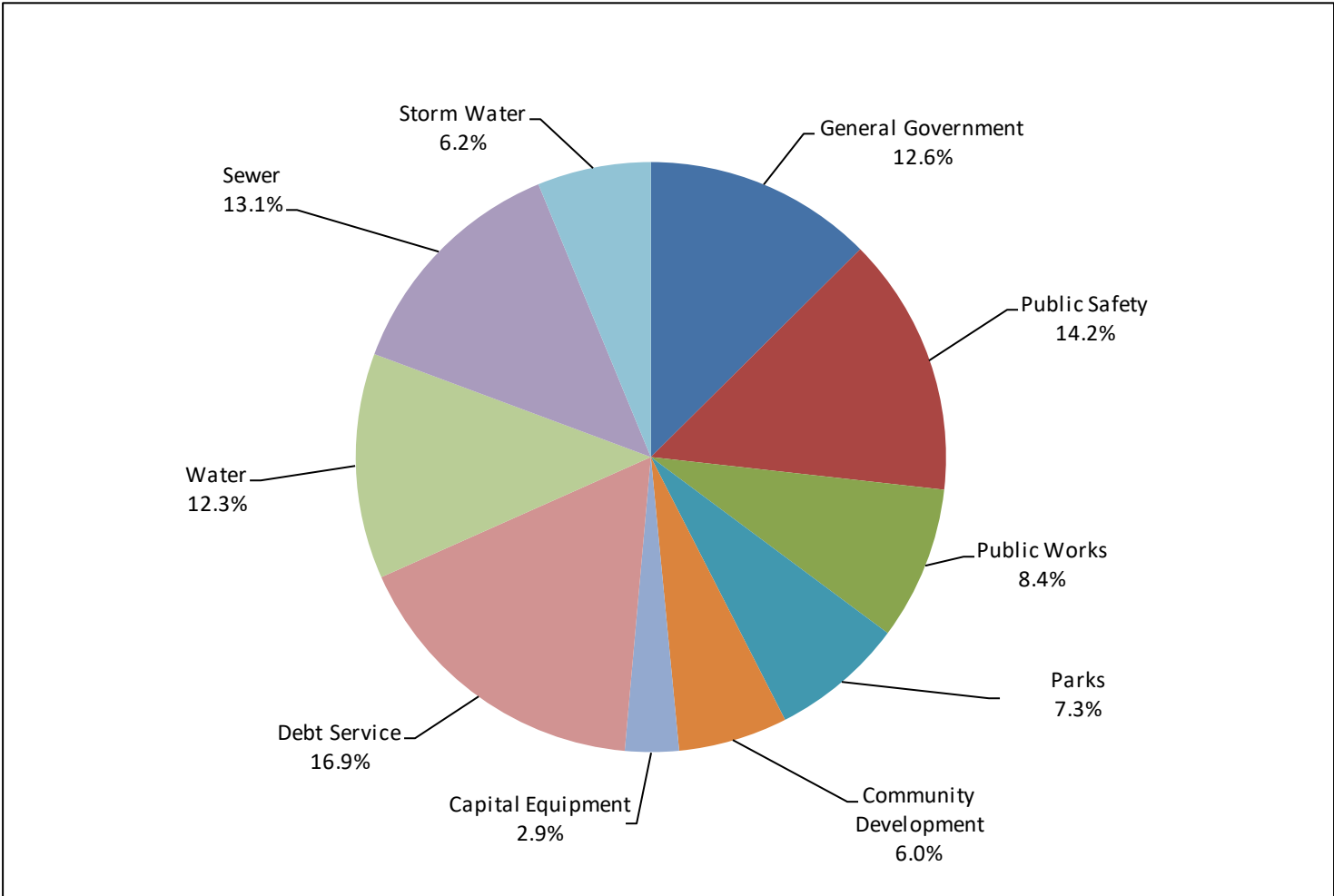
All Governmental Funds – Expenditures by Department



Percentages may not foot to 100% due to rounding

Other*	
General Government	1.6%
Finance	2.4%
Lodging Tax	2.0%
PW Administration	2.5%
Administration	2.0%
Fire	1.5%
Capital Equipment	2.9%
Information Systems	1.0%
Legal	0.5%
Sales Tax	0.3%
Recycling	0.0%
Council	0.2%
Recreation Programs	0.1%

All Governmental Funds – Expenditures by Function



Percentages may not foot to 100% due to rounding

Section IV

Supporting Documents

Full-Time Equivalent Staff Positions Requested by Department

Department	2022 FTE Approved	2023 FTE Approved	2024 Dept Requested Budget	
			FTE	Increase
Administration	2.50	2.50	2.50	-
Finance	4.00	4.00	4.00	-
Information Systems	1.00	1.00	1.00	-
Planning	2.50	2.50	3.00	0.50
Police	16.00	16.00	17.00	1.00
Public Works Admin	3.50	3.50	3.50	-
Bldg Inspections	1.50	1.50	2.00	0.50
Park Maintenance	6.50	6.50	6.50	-
Streets Maintenance	3.26	2.94	2.94	-
Water	3.17	4.43	4.43	-
Sewer	2.17	1.93	1.93	-
Storm Water	0.90	1.20	1.20	-
Total FTE	47.00	48.00	50.00	2.00

2024 Capital Equipment Program Budget Funding Sources

Description	Total	Enterprise Revenues	General Fund	Special Revenue Funds	Replacement Funds
General Government					
Council Chamber AV Projector Replace	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Integrated Software Upgrades	133,600	-	-	-	133,600
Total General Government	148,600	-	-	-	148,600
Police					
Body/Squad Cameras Replacement	277,000	-	-	-	277,000
Squad Car 366 Replacement	58,900	-	-	-	58,900
Squad Car 365 Replacement	58,900	-	-	-	58,900
Total Police	394,800	-	-	-	394,800
Parks, Parks Maintenance and Trails					
LT Park Playground Replacement	157,000	-	90,000	67,000	-
LT Park Rink Replacement	175,000	-	-	175,000	-
Parks Truck #2451 Replacement	69,000	-	-	-	69,000
Mower #2454 Replacement	12,800	-	-	-	12,800
Workman Gas Cart #2450 Replacement	14,800	-	-	-	14,800
Total Parks	428,600	-	90,000	242,000	96,600
Water					
Water Plant Iron Analyzer	69,700	69,700	-	-	-
Water Plant MicroChlor Upgrades	84,000	84,000	-	-	-
East Water Tower SCADA Upgrades	25,000	25,000	-	-	-
Water Plant Forklift Replacement	42,000	42,000	-	-	-
Water Gate Valve Exerciser (new)	33,000	33,000	-	-	-
Utility Service Truck Replace #2203 (50%)	33,500	33,500	-	-	-
Total Water	287,200	287,200	-	-	-
Sewer					
Utility Service Truck Replace #2203 (50%)	33,500	33,500	-	-	-
Lift Station #15 Rehabilitation Project	236,500	236,500	-	-	-
Lift Station #13 Rehab Project (balance)	175,300	175,300	-	-	-
Total Sewer	445,300	445,300	-	-	-
Total Capital Equipment Budget	\$ 1,704,500	\$ 732,500	\$ 90,000	\$ 242,000	\$ 640,000