

## **PROPERTY TAXES**

**Current ad valorem:** Established by the State Legislature with Levy Limits. The collectable tax revenues for 2016 reflect a total ad valorem tax which includes the Fire Relief levy.

**Fiscal disparities:** Under this program, metro communities share in the growth of commercial and industrial property value. The program redistributes this growth to all municipalities through a formula based on population and market value of taxable property. The distribution levy is determined by multiplying the city's prior year tax rate by the distribution levy.

**Delinquent:** Delinquent taxes collected from previous years.

**Fire Relief:** The City's levy portion of Fire Department revenue.

## **INTERGOVERNMENTAL REVENUE**

**Local Government Aid:** Monies to be received from the State.

**Market Value Homestead Credit:** Eliminated by the State Legislature in 2010.

**Police Town Aid:** Estimate to be received from the State.

**Police Training Reimbursement:** Anticipated as per actual receipts.

**State Fire Relief Aid:** Amount to be received from the State. This is a pass through number given directly to the Fire Relief Association.

## **LICENSES & PERMITS**

**Licenses & Permits:** Fees collected by the City for general permits and contractor licenses.

**Liquor licenses:** Fees collected by the City for all liquor licensing including on-sale intoxicating, off-sale, Sunday and 3.2%.

**Cigarette license:** Fees collected by the City from establishments that sell cigarettes.

**Building permits:** Fees collected by the City for all building permits. In 2010 the City contracted with Cottage Grove to perform all building inspections, except electrical.

**Animal license and citations:** Dog tags.

**Recycling / Sanitation:** Fees collected by the City from garbage/recycling haulers

## **CHARGES FOR SERVICES**

**Accident Reports:** Fees collected for copies of accident reports.

**Antenna & franchise fees:** Accounts for the lease revenue the City receives from its two antenna towers from Sprint, along with franchise fees from Xcel Energy.

## **OTHER REVENUE**

*Fines & forfeits:* Revenue received from the courts for tickets, or bad checks, etc...

*Interest on investments:* This number is based on the estimated interest gained from funds invested that are directly related to the General Fund.

*Other Revenue:* Unanticipated one-time revenues.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

<b>REVENUE</b>	<b>2011 ACTUAL BUDGET</b>	<b>2012 ACTUAL BUDGET</b>	<b>2013 ACTUAL BUDGET</b>	<b>2014 ACTUAL BUDGET</b>	<b>2015 APPROVED BUDGET</b>	<b>2016 APPROVED BUDGET</b>
<b>Property Taxes</b>						
Current ad valorem	\$ 1,634,410	\$ 1,825,793	1,798,043	\$ 1,780,332	1,698,499	1,301,137
Fiscal disparities	310,234	286,461	254,961	288,232	358,965	354,222
Delinquent	4,908	0	0			
Fire relief	65,000	1,000	65,000	63,897	56,833	55,969
Special Assessments/debt service	0	0				
<b>Total Property Taxes</b>	<b>2,014,552</b>	<b>2,113,254</b>	<b>2,118,004</b>	<b>2,132,461</b>	<b>2,114,297</b>	<b>1,711,328</b>
<b>Intergovernmental Revenue</b>						
Local governmental aid	588,876	589,106	589,360	627,489	632,974	634,880
Market Value & other tax credits	131	0	0		0	
Police town aid	46,565	45,308	47,653	53,312	45,000	
Police training reimbursement	2,651	2,325	2,771	2,314	2,300	
State fire relief aid	13,091	12,577	13,776	17,656	12,500	12,500
Other/miscellaneous grants	63,166	42,820	21,262	18,625	30,000	30,000
<b>Total Intergovernmental Revenue</b>	<b>714,480</b>	<b>692,136</b>	<b>674,822</b>	<b>719,396</b>	<b>722,774</b>	<b>677,380</b>
<b>Licenses and Permits</b>						
Conditional use permits	0	2,100	2,050	2,950	0	-
Licenses and permits	1,740	1,180	1,650	1,450	11,750	11,750
Liquor licenses	8,330	8,430	10,690	8,660	8,600	8,600
Cigarette licenses	800	250	1,250	500	500	500
Building permit fees	66,218	58,387	70,217	60,321	50,000	50,000
Animal licenses/citations	1,970	2,305	1,810	2,255	2,000	2,000
Recycling/sanitation	4,200	3,000	2,100	1,500	2,400	2,400
<b>Total Licenses and Permits</b>	<b>83,258</b>	<b>75,652</b>	<b>89,767</b>	<b>77,636</b>	<b>75,250</b>	<b>75,250</b>
<b>Charges for Services</b>						
Planning and zoning	1,050	0	0	0	1,000	1,000
Special assessment search	0	0	0	0	0	-
Accident reports	206	153	150	197	100	100
Antenna franchise fees	69,132	80,591	81,904	80,869	83,000	83,000
Miscellaneous	9,344	12,595	16,875	11,839	250	250
<b>Total Charges for Services</b>	<b>79,732</b>	<b>93,339</b>	<b>98,929</b>	<b>92,905</b>	<b>84,350</b>	<b>84,350</b>
<b>Other Revenue</b>						
Fines and forfeits	70,006	58,234	68,193	66,381	52,000	52,000
Interest earned on investments	8,401	7,937	5,598	24,376	8,000	8,000
Rent or sale of property	2,477	2,138	5,279	5,611	0	-
Donations	52,055	48,884	6,045	4,757	8,000	8,000
Other	63,938	135,116	69,286	45,511	14,000	14,000
<b>Total Other Revenue</b>	<b>196,877</b>	<b>252,309</b>	<b>154,401</b>	<b>146,636</b>	<b>82,000</b>	<b>82,000</b>
<b>TOTAL REVENUE</b>	<b>3,088,899</b>	<b>3,226,690</b>	<b>3,135,923</b>	<b>3,169,034</b>	<b>3,078,671</b>	<b>2,630,308</b>

## **MAYOR & COUNCIL**

**Personal Services:** Mayor & Council salary. Mayor - \$4,350/year, Council - \$3,800/year (each member)

**Worker's Compensation:** Workers Compensation

**Travel/Conferences:** Attend League Conf., Training sessions.

**Memberships:** Includes membership to Mayor's Association, and dues and subscriptions.

**Education:** Training, conferences.

## **ADMINISTRATION**

Provide executive leadership to the Newport City Council; provide the citizens of Newport with professional administrative services; maintain all municipal records, financial data and investments in an efficient and effective manner; assist the public in all manners relating to the Health, Welfare and Safety.

**Personnel services:** Reflects all costs associated with the personnel (2.3 FTE) for the Administration Department.

**PERA:** PERA stands for Public Employees Retirement Association.

**Health Insurance:** Health and dental insurance for the employees in the Administration Department.

**Workers Compensation:** Workers Compensation.

**Office supplies:** Licenses, general supplies for office operation, including awards, plaques, coffee service, copy and fax machine, etc.

**Computer and Phone Services:** Internet, equipment, telephones, and cellular phone bills.

**Equipment repair/maintenance:** General maintenance agreement for the copy machine, fix and repair computers.

**Travel & Mileage:** Transportation allowance as per administrative contract, travel to and meals at conferences and official meetings.

**Printing & Publication:** Partial payment of the City newsletter, and informational material for the public information notices.

**Postage:** Mailings of official city business.

**Dues & Subscriptions:** League of MN Cities, International City Managers Association, MN Managers Association, newspaper.

**Education:** Continuing education, training, conferences and seminars.

***Contractual Services:*** Unanticipated contractual services.

***Capital outlay and miscellaneous:*** Furniture, etc.

***Miscellaneous:*** Unanticipated miscellaneous capital, supplies, services, and equipment.

## **ELECTIONS**

Provide for the public to vote in local, state and federal elections in accordance with the statutory requirements, including recruitment and training of election judges.

***Temporary employees:*** Election and training.

***Operating supplies:*** Equipment, and general supplies.

***Travel & conferences:*** Training for staff to keep current of any changes in the elections law.

***Printing & Publication:*** Notices in the newspaper.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

EXPENDITURES: GENERAL GOVERNMENT	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
<b>Mayor and Council</b>						
Personnel services	\$ 23,545	\$ 20,481	\$ 19,550	\$ 19,550	19,550	19,550
PERA	0	228	218	218	326	326
FICA/Medicare	0	1,567	1,495	1,508	1,496	1,496
Workers Comp	0	42	75	91	50	50
Travel/conferences	0	492	0	312	300	300
Memberships	0	65	15	75	100	100
Education	80	194	95	325	1,000	1,000
Miscellaneous	133	0	0	0	0	0
Total Mayor and Council	23,758	23,069	21,448	22,079	22,822	22,822
<b>Administration</b>						
Personnel services (2.3)	280,207	170,150	152,859	157,206	160,350	174,472
PERA	0	10,312	9,637	11,350	12,025	12,415
FICA/Medicare	0	11,970	11,815	12,701	12,270	13,415
Health Insurance	66,112	52,235	21,280 *	24,335	30,185	27,395
Workers Comp	0	1,443	2,449	2,113	2,400	2,400
Office supplies	6,153	4,655	6,247	4,933	7,500	8,000
Computer & phone services	949	761	2,394	1,167	2,000	2,500
Equipment repairs & maintenance	24,978	0	0	0	14,000	14,000
Travel & mileage	486	1,344	1,281	2,297	2,000	3,000
Printing and publishing	5,626	9,176	6,200	7,657	9,000	9,000
Postage	3,341	4,309	4,795	3,648	4,400	4,400
Dues and subscriptions	6,464	6,597	7,619	6,988	6,600	6,600
Education	2,149	2,791	2,718	2,521	4,000	3,500
Contractual services	14,194	3,368	7,365	1,833	10,000	10,000
Capital outlay	1,686	9,474	0	0	2,000	2,000
Miscellaneous	5,082	9,063	12,055 *	7,209	5,000	5,000
Total Administration	417,427	297,648	248,714	245,958	283,730	298,097
<b>Elections</b>						
Temporary employees	732	2,884	960	2,774	1,150	3,250
Operating supplies	0	612	0	474	100	800
Travel and conferences	0	0	0	0	0	250
Printing and publishing	0	0	0	0	0	500
Miscellaneous	940	1,045	564	563	500	500
Total Elections	1,672	4,541	1,524	3,811	1,750	5,300

## **PROFESSIONAL SERVICES**

Provide for the specialized services that require expert knowledge in the specific fields of law, engineering, accounting, inspection and insurance.

**Accounting/Audit:** Continue the annual audit with Malloy, Montague, Karnowski, Radosevich & Co.,

**Engineering:** Contracted Engineer consultation with MSA.

**Legal:** Reflects legal related work and legal retainer for attendance of Council meeting and special meeting as requested by the Council or Administrator.

**IT, phone, and hardware:** Contractual services with Atomic Data for office IT, phone, and internet support and service.

**Financial:** Contractual services for financial services with Ehlers.

**Building Inspector:** In 2010, the City contracted out building inspection services with the City of C.G. The City retains 75% of building permit revenue. Additionally, in 2011, the City contracted out to a private inspector due to the State shutdown. The City retains 25% of electrical permit revenue.

**Insurance - Property/Casualty:** Insurance placed with the League of MN Cities Insurance Trust.

**Miscellaneous Contracted Service:** Zoning Ordinance Codification. Property appraisals, ROW purchases, and unanticipated and undesignated professional service needs including computer service, Banyon Contract Service, and copy machine lease.

## **PLANNING & ZONING**

Provide professional support to the Planning Commission and to ensure proper and legal interpretation and enforcement of the zoning ordinance. Make recommendations on planning and development matters, oversee and enforce the zoning, subdivision, and Comprehensive Plan.

**Personnel Services:** Pays planning commission members at \$50/member/meeting.

**Operating supplies:** Supplies to be used to cover expenses associated with materials and other supplies necessary to prepare and provide planning information to the public and/or planning commission.

**Professional Services:** Those services that require outside professional assistance, e.g. Comprehensive Land Use Plan update. Consultation is provided by TKDA.

**Travel & conferences:** Covers the cost to attend Planning conferences and seminars.

**Printing & Publishing:** Public hearing notices.

**Dues and Subscriptions:** Planning magazine and planning association memberships.

**Education:** Continuing education, training, seminars.

## **GOVERNMENT FACILITIES**

Maintain in good repair those buildings owned by the public of the City of Newport.

*City Hall:* Maintenance and utility expenditures.

*Public Library:* The budget reflects personnel costs, supplies, capital maintenance, and utility expenditures.

*Railroad Tower:* Capital maintenance and utility expenditures.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

EXPENDITURES: GENERAL GOVERNMENT	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
Professional services						
Accounting/audit	42,930	40,925	40,721	33,377	33,000	33,000
Engineering	26,390	19,959	17,534	2,888	28,000	28,000
Legal	72,670	62,626	66,790	65,414	72,000	72,000
IT, phone support & hardware	26,253	44,949	34,349	34,710	40,000	37,961
Financial/Assessment services	33,498	26,240	23,533	28,183	28,000	28,000
Building inspection	17,929	12,315	27,352	19,254	15,500	16,000
Insurance	50,152	62,956	70,963	70,937	71,000	66,524
Misc. contracted services	5,608	12,663	12,973	11,722	28,000	12,000
Total Professional Services	275,430	282,633	294,215	266,485	315,500	293,485
Planning and Zoning						
Personnel services	2,086	25,257	26,165	(735)	0	0
Part time - planning com.			1,050	1,170	1,800	1,800
PERA	0	1,805	1,892	(53)	0	0
FICA/Medicare	0	1,967	2,114	33	138	138
Health Insurance	0	4,017	3,532	249	0	0
Workers Comp	0	139	278	0	0	0
Operating supplies	0	0	412	18	500	500
Professional services	61,930	30,906	21,133	37,447	32,000	38,000
Travel and conferences	0	0	0	0	1,000	1,000
Printing and publishing	0	0	0	0	0	0
Education	0	0	0	0	0	0
Miscellaneous	4,020	2,103	1,265	316	0	0
Total Planning & Zoning	68,036	66,194	57,841	38,445	35,438	41,438
Government Buildings						
City Hall						
Operating supplies	676	659	318	165	500	500
Repairs and maintenance	1,409	1,491	2,014	156	4,100	4,100
Utilities	9,478	6,987	8,269	8,333	8,750	9,100
Capital outlay	4,737	4,161	1,301	670	4,000	4,000
Total City Hall	16,300	13,298	11,902	9,324	17,350	17,700
Library						
Personnel	0	13,253	15,477	10,976	12,480	13,000
FICA				680	775	805
Medicare				159	210	190
PERA				630	935	957
Supplies			808	717	750	750
Computer and phones			1,374	1,619	1,600	1,600
Repairs and maintenance	455	727	903	26	750	750
Utilities	3,009	3,425	2,605	2,330	3,200	3,200
Capital outlay	0	11,378	4,051	519	3,500	3,500
Total Library	3,464	28,783	25,218	17,656	24,200	24,752
Railroad Tower						
Repairs and maintenance	0	33	0	0	200	200
Utilities	489	579	573	380	600	600
Total Railroad Tower	489	612	573	380	800	800
Total Government Buildings	20,253	42,693	37,693	27,360	42,350	43,252
Total General Government	806,576	716,778	661,435	604,138	701,590	704,394

## **POLICE SERVICES**

The Newport City Council approved a contract for law enforcement services with Washington County Sheriff's Office effective January 1, 2016.

*Personnel Services:* Reflects all the costs associated with contracting with Washington County Sheriff's Office for police services.

*Animal Control:* For boarding

*Departmental services:* This reflects the wage differential for the year between the contract wages and Washington County's wages.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

EXPENDITURES: PUBLIC SAFETY	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
Police Department						
Personnel services (7)	596,916	516,562	493,574	508,890	497,545	696,498
PERA	0	71,139	70,300	81,538	84,875	
FICA/Medicare	0	7,782	3,189 *	8,244	8,330	
Workers' Compensation	0	15,927	26,762	26,189	23,000	
Health insurance	86,682	94,173	74,688 *	86,940	81,850	
Overtime	0	0	13,033	22,325	28,000	
CSO	0	0	12,020	11,055	11,200	
Animal control	0	0	0	778	1,100	
Office supplies	2,025	4,141	5,250	3,243	3,000	
Cell phones and pagers	1,717	3,387	3,374	4,070	3,400	
Vehicle supplies	3,721	1,864	5,876	3,040	6,000	
Tools and equipment	433	820	807	941	1,000	
Fuel (8000 gal. per year)	27,219	26,738	26,818	26,155	28,000	
Uniforms	6,111	6,060	7,501	6,156	8,500	
Travel		30	0	264	0	-
Departmental services	8,351	258	7,257	7,348	7,500	67,024
Memberships & conferences	242	445	207	275	400	
Education	3,916	2,621	5,203	5,811	5,000	
Vehicle repair and maintenance	470	2,142	5,080	2,976	4,000	
Dispatch	19,811	38,720	32,042	32,640	34,000	
MDC lease – Wash. Co.	9,085	3,375	5,625	6,000	6,000	
Radios 800 MHz - 15 radios @ \$400/yr	0	0	0	7,501	6,200	
Capital outlay	7,892	0	0	7,598	7,500	
Total Police Department	774,591	796,184	798,606	859,977	856,400	763,522

## **FIRE PROTECTION**

The Newport Fire Department dedicates its efforts to provide for the safety and welfare of the public through preservation and protection of life, property, and the environment. This Department strives to meet the task through sustained training and education, fire prevention programs, fire suppression, and emergency preparedness.

**Personnel Services:** Reflects pay per hour for 24 volunteer fire fighters.

**Workers Compensation:** Workers Compensation

**Office supplies:** Stationary, paper supplies.

**Vehicle supplies:** Reflects radio repair, parts for servicing, fire dept. equipment resuscitators, radio change over.

**Tools & Equipment:** Minor tools.

**Fuel:** Fuel for equipment.

**Uniforms:** Gear replacement.

**Communication:** Phone and stamps.

**800 MHz Radios:** The department's annual operations cost for 27 radios @ \$400/year.

**Travel & Conferences:** Training.

**Memberships:** Capitol City Regional Firefighters Association, Firehouse, MN State Fire Chief's Association, Wakota Care, Wakota Mutual Aid Association, Smoke-Eater.

**Subscriptions:** Professional information.

**Education:** State fire school, Northeast Metro Tech College, Hennepin Tech College, Fire Institute Association of Minnesota, Dakota Co. Tech College.

**Contractual:** Vehicle repairs and maintenance will be coded against this line. Physicals and inoculations.

**Fire Relief:** The City of Newport's contribution to the firefighters relief association.

**State Fire Relief Aid:** This item is a straight pass through.

**Fire Marshall:** Salary for the Fire Marshall.

**Capital Outlay:** Replacement of hoses, air packs, and turn-out gear.

## **GOVERNMENT FACILITIES**

*Fire Station #1:* Operating supplies, maintenance and utility expenditures.

*Fire Station #2:* Operating supplies, maintenance and utility expenditures.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

EXPENDITURES: PUBLIC SAFETY	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
Fire Protection						
Personnel services (28)	27,059	36,393	30,461	28,597	37,000	58,275
Fica/Medicare			2,260	2,101	2,903	4,460
Workers' comp. insurance	4,421	3,693	8,309	8,068	7,000	7,000
Office supplies	7,210	1,739	826	173	2,500	2,000
Vehicle supplies	6,728	8,499	1,375	771	4,000	2,000
Tools and equipment	172	4,055	1,588	3,258	4,200	4,200
Fuel	3,130	1,722	5,656	3,236	3,000	3,000
Uniforms	54,351	1,026	0	195	1,200	2,000
Computers & phones (1-cell)	1,449	1,524	1,507	1,596	1,650	1,250
Radios - 800 MHz (27) * \$400/yr	0	0	12,383	9,302	12,200	12,600
Travel and conferences	1,093	758	587	389	800	800
Memberships & subscriptions	3,318	753	809	534	800	800
Education	9,278	5,262	6,691	2,280	8,000	8,900
Repairs & maintenance	759	265	315	25	850	850
Contractual	8,904	11,425	2,869	8,060	7,000	7,000
Fire Relief	71,816	65,438	69,213	63,897	56,833	55,969
State Fire Relief Aid	13,091	12,577	19,687	20,656	13,000	13,000
Fire Marshall	23	0	0	0	3,000	
Civil Defence	678	4,622	0	0	300	300
Capital outlay	6,200	10,000	21,172	14,808	15,000	15,000
Total Fire Protection	219,680	169,751	185,708	167,946	181,236	199,404
Fire Station No. 1						
Operating supplies		0	0	0	500	500
Repairs and maintenance	444	187	1,251	971	1,000	1,000
Utilities	6,602	6,359	8,167	8,391	7,500	7,500
Capital outlay	817	0	6,539	0	1,200	1,200
Total Fire Station No. 1	7,863	6,546	15,957	9,362	10,200	10,200
Fire Station No. 2						
Operating supplies	0	0	63	0	100	500
Repairs and maintenance	0	0	0	0	400	0
Utilities	2,142	1,946	2,489	2,542	2,500	2500
Capital outlay	0	0	0	185	0	0
Total Fire Station No. 2	2,142	1,946	2,552	2,727	3,000	3,000
Total Public Safety	1,004,276	974,427	1,002,823	1,040,012	1,050,836	976,126

## **STREETS DIVISION**

The Newport Public Works Department is responsible for the operation and maintenance of all water systems, sanitary sewer systems, storm water systems, City-owned equipment, and City roadways, including snow removal and sanding, pavement repairs, striping, signs, and traffic signals.

**Personnel Services:** Reflects all costs associated with the personnel (1.94 FTE) assigned to the Street Department.

**PERA:** PERA stands for Public Employees Retirement Association.

**Workers Compensation:** Workers Compensation

**Health Insurance:** Health and dental insurance for the employees in the Street Department.

**Full-time overtime:** Snow plowing and emergency call-outs.

**Part-time Personnel Services:** Seasonal part-time.

**Operations and Supplies:** Sand-salt, gravel, black top, cleaning supplies, shop supplies.

**Miscellaneous materials and supplies:** Special projects, events, and non-anticipated activities.

**Vehicle supplies:** New items, repair parts, replacement items, motors, bulbs, filters, gaskets etc...

**Small tools and equipment:** Shovels, rakes, brooms, saws, drills, small mowers, chainsaws, etc...

**Fuel:** Fuel for all equipment.

**Uniforms:** Includes the cost of uniforms for each employee.

**Rental:** Warning lights, portable toilets, small tools, pieces of equipment to buildings.

**Travel and Mileage:** New item for attendance to public works conferences and seminars.

**Education:** Continuing education.

**Dues and Subscriptions:** Washington County Public Health, Street Superintendent Association.

**Communications:** Telephone, pagers, cellular.

**Vehicle repairs:** For repairing and maintaining vehicles.

**Street Maintenance:** Cost to cover the expenditure to seal coat approximately one-third of the City streets annually.

**Capital outlay:** Miscellaneous equipment utilized for street repair and maintenance.

***Contracted Services:*** Technical support, curb repair and replacement, tree removal, dust control, vehicle repairs, MnDOT inspections, unanticipated repair work.

***Miscellaneous:*** Unanticipated.

### **COMPOSTING & RECYCLING**

Provide for the continuation of the central compost site program.

***Personal Services:*** Part-time help to receive composting at the City's compost site.

***Operating supplies:*** Signs, repair parts, etc.

***Contracted Services:*** Portable toilets.

***Capital Outlay:*** Unanticipated.

### **GOVERNMENT FACILITIES**

***Public Works Garage:*** Maintenance and utility expenditures.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

EXPENDITURES: OPERATIONS & MAINTENANCE	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
<b>Streets</b>						
Personnel services (1.94)	197,906	245,250	113,612	113,405	107,325	112,140
PERA	0	17,933	8,585	8,371	8,400	9,200
FICA/Medicare	0	18,841	9,296	9,145	9,000	9,250
Workers' compensation	0	18,880	18,192	23,933	19,000	19,000
Health insurance	37,338	31,962	26,757 *	32,067	29,370	32,100
Full-time overtime	0	0	3,205	9,035	4,400	4,500
Part-time personnel	0	0	4,394	4,330	6,000	6,000
Education			1,074	836	500	500
Operations and supplies	68,063	26,980	52,545	46,904	50,000	50,000
Vehicle supplies	17,779	14,094	10,805	13,450	15,000	15,500
Small tools and equipment	280	459	1,114	2,752	2,000	2,000
Fuel	16,909	14,547	17,745	14,010	16,000	17,000
Uniforms	3,817	2,414	1,496	1,014	4,000	4,000
Computer (2) & phone (5) services	5,966	4,861	1,385	1,551	6,000	6,000
Travel and milage			0	0	500	500
Street maintenance	61,056	80,818	96,731	79,379	80,000	82,000
Repairs & maint.-vehicles	3,956	3,734	231	3,942	5,000	5,200
Rentals			51	0	3,000	3,000
Dues & Subscriptions			297	0	400	400
Contracted services			6,213	9,233	10,000	10,000
Capital Outlay		202	11,060	0	2,000	2,000
Miscellaneous	19,321	9,399	1,672	19	3,000	3,500
Total Streets	<u>432,391</u>	<u>490,374</u>	<u>386,460</u>	<u>373,376</u>	<u>380,895</u>	<u>393,790</u>
<b>Composting</b>						
Personnel services	0	4,528	4,364	3,900	4,290	4,290
FICA				383	280	280
Medicare				90	75	75
PERA					325	325
Operating supplies	210	685	30	80	50	50
Contracted Services	0	0	0	0	600	600
Miscellaneous contractual	500	513	4,483	473	0	-
Total Composting	<u>710</u>	<u>5,726</u>	<u>8,877</u>	<u>4,926</u>	<u>5,620</u>	<u>5,620</u>
<b>Public Works Garage</b>						
Operating supplies	125	374	4,046	2,076	1,000	1,200
Repairs and maintenance	5,595	1,930	1,702	1,399	1,500	1,500
Utilities	11,422	10,578	19,140	18,475	12,700	12,800
Capital outlay	0	636	0	10,776	2,000	2,000
Total Public Works Garage	<u>17,142</u>	<u>13,518</u>	<u>24,888</u>	<u>32,726</u>	<u>17,200</u>	<u>17,500</u>
<b>Total Public Works</b>	<b>450,243</b>	<b>509,618</b>	<b>420,225</b>	<b>411,028</b>	<b>403,715</b>	<b>416,910</b>

## **PARKS**

Develop, preserve, and enhance parks, natural settings and outdoor spaces for recreation, education, and enjoyment of area citizens. Newport Park Board will collaborate with City Staff and Council, local businesses, volunteers, and other partners to achieve this mission.

**Personnel Services:** Reflects the costs associated with personnel (2.6 FTE) assigned to the Parks Department.

**PERA:** PERA stands for Public Employees Retirement Association.

**Health Insurance:** Health and dental insurance for the employees in the Parks Department.

**Workers Compensation:** Workers Compensation

**Over-time:** Reflects a change in positions. Union contract requires over-time if called out.

**Seasonal Personnel Services:** Seasonal help to maintain the parks and ice rinks.

**Operating Supplies:** Planters, flowers, lumber, grass seed and seed.

**Vehicle supplies:** Licenses lift gates, repair bearings.

**Tools and minor equipment:** Weed trimmer, blades, chain saws, etc.

**Fuel:** Gas, oil, and lubes for all equipment connected to the Parks.

**Uniforms:** Uniforms for seasonal and full-time.

**Rental:** Portable toilets, general rental equipment.

**Phone:** For phone lines at both warming houses

**Miscellaneous contractual:** Includes vehicle repair, equipment repair and contractual needs (i.e. Trugreen Turf service) for the Parks.

**Capital outlay:** Replacement of equipment.

**Miscellaneous:** Unanticipated.

## **RECREATION**

Provide for supervision of recreational activities for the City of Newport youth.

**Personnel Services:** Provides for the hiring of two (2) part-time summer recreation employees.

**Supplies:** Recreation material, paints, crafts.

**Utilities:** Gas, electric.

## **SPECIAL PROJECT CONTRIBUTIONS**

Provide assistance and support for special entities that strengthen the society.

*Newport Athletic Association:* Assistance: \$750, for the bathroom facilities for the youth baseball/softball programs.

## **MISCELLANEOUS**

*Contingency:* Reflects unanticipated costs to the City that are not covered by line items or for expenditures approved by Council or Administration in response to contracts, special legislation, or policy changes.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

EXPENDITURES: OPERATIONS & MAINTENANCE	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
<b>Parks</b>						
Personnel services (2.6)	256,856	144,470	226,392	179,060	187,370	181,900
Overtime			1,242	4,929	2,200	2,300
PERA	0	10,247	15,764	13,339	14,220	14,000
FICA/Medicare	0	12,114	30,814	15,094	16,000	15,600
Health insurance	46,157	33,357	31,104 *	30,203	33,510	30,580
Workers' compensation	0	11,027	13,474	12,208	11,000	11,000
Part-time personnel services	0	10,695	23,349 *	18,029	19,000	19,000
Education				1,253		
Operating supplies	10,555	7,968	4,415	5,454	10,000	10,000
Vehicle supplies	2,733	2,925	4,731	4,088	5,000	5,200
Tools and minor equipment	138	1,880	0	1,636	3,000	3,000
Fuels	71	8,601	5,586	7,906	8,000	8,500
Uniforms	1,397	1,231	2,690	1,205	1,500	1,500
Rental	554	34	0	0	1,500	1,500
Phones (2) - warming houses	1,258	1,370	743	572	1,500	1,500
Miscellaneous contractual	10,853	8,199	8,790	9,681	10,000	10,000
Capital outlay	3,783	15,167	8,018	3,609	10,000	17,000
Miscellaneous	388	0	1,525	464	500	500
<b>Total Parks</b>	<b>334,743</b>	<b>269,285</b>	<b>378,637</b>	<b>308,730</b>	<b>334,300</b>	<b>333,080</b>
<b>Recreation</b>						
Personnel services	2,241	2,062	2,733	2,486	2,700	2,700
Supplies	256	392	342	311	500	500
Capital outlay	0	0	0	0	0	0
<b>Total Recreation</b>	<b>2,497</b>	<b>2,454</b>	<b>3,075</b>	<b>2,797</b>	<b>3,200</b>	<b>3,200</b>
<b>Parks Buildings - Warming Houses</b>						
Part time employees			1,220	6,755	7,500	7,500
Fica			76	419	465	465
Medicare			18	98	110	110
PERA				0	205	205
Operating supplies	0	0	0	0	500	500
Repairs and maintenance	432	0	1,871	467	500	500
Utilities	2,684	3,542	4,963	5,636	5,000	5,000
Capital outlay	1,815	0	0	0	0	0
<b>Total Parks Buildings</b>	<b>4,931</b>	<b>3,542</b>	<b>8,147</b>	<b>13,375</b>	<b>14,280</b>	<b>14,280</b>
<b>Special Contributions</b>						
Athletic Association	7,237	2,913	1,621	309	750	750
<b>Total Special Projects</b>	<b>7,237</b>	<b>2,913</b>	<b>1,621</b>	<b>309</b>	<b>750</b>	<b>750</b>
<b>Total Parks and Recreation</b>	<b>349,408</b>	<b>278,194</b>	<b>391,480</b>	<b>325,211</b>	<b>352,530</b>	<b>351,310</b>
<b>Miscellaneous</b>						
Contingency	1,000	0	4,200	9,150	10,000	22,500
<b>TOTAL EXPENDITURES</b>	<b>2,611,503</b>	<b>2,479,017</b>	<b>2,480,163</b>	<b>2,389,539</b>	<b>2,518,671</b>	<b>2,471,240</b>

## **OTHER FINANCING SOURCES**

The following list outlines the purpose of the special revenue funds and major capital reserve funds.

***Economic Development Authority:*** Money that is to be used to promote development or redevelopment action items in the City.

***Heritage Preservation:*** A revolving fund to pay for the work that Heritage Preservation Consultant performs throughout the year. He receives grant dollars for the work he performs, which pays for his work.

***Parks:*** Money is to be spent of maintenance and replacement items for the parks and recreation programs.

***Equipment Revolving:*** Money for capital equipment purchases – vehicles, mowers, etc.

***Building:*** Money for maintenance at city hall, library, fire stations, garage – roofs, carpeting, painting etc.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2016 APPROVED BUDGET**

	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 ACTUAL BUDGET	2015 APPROVED BUDGET	2016 APPROVED BUDGET
<b>EXPENDITURES: OPERATIONS &amp; MAINTENANCE</b>						
Excess (Deficiency) of Revenue over Expenditures	477,396	747,673	655,760	779,495	560,000	159,068
<b>Other Financing Sources (uses) net</b>						
Economic Dev. Authority	(70,000)	(150,000)	(246,250)	(218,500)	(361,000)	(25,000)
Heritage Preservation Fund	(7,200)	(7,200)	(7,200)	(7,200)	(9,000)	(9,000)
Parks Fund	(11,800)	(11,800)	(57,000)	(32,000)	(40,000)	(50,000)
Public Works Building Fund	0			0		
Buy Forfeiture Fund	(288)			0		
Fire Engine Fund	(64,032)			0		
Equipment Fund	0	(50,000)	(75,000)	(278,000)	(65,000)	(74,000)
Buildings Fund	0		(40,000)	(70,000)	(85,000)	(85,000)
Streetlight Enterprise Fund	(12,000)			0		
<b>Total Other Financing Sources</b>	<b>(165,320)</b>	<b>(219,000)</b>	<b>(425,450)</b>	<b>(605,700)</b>	<b>(560,000)</b>	<b>(243,000)</b>
Other Financing Sources (uses) net	(165,320)	(219,000)	(425,450)	(605,700)	(560,000)	(243,000)
Net change in fund balance	312,076	528,673	230,310	173,795	0	(83,932)
Fund Balance: Beginning of Year	848,026	1,160,102	1,688,775	1,919,091	2,092,886	2,092,886
Fund Balance: End of Year	<u>\$ 1,160,102</u>	<u>\$ 1,688,775</u>	<u>\$ 1,919,085</u>	<u>\$ 2,092,886</u>	<u>2,092,886</u>	<u>2,008,954</u>
Ratio: Fund balance to expenditures	41.8%	62.6%	66.0%	69.9%	68.0%	74.0%