

City of East Bethel
City Council Agenda
Work Meeting - 6:00 PM
Date: July 8, 2015



		Item	
6:00 PM		1.0	Call to Order
6:01 PM		2.0	Adopt Agenda
6:02 PM	Page 2-118	3.0	2016 Budget Presentation/Review/Discussion
8:00 PM		4.0	Other
	Page 119-125		A. Utility Extension
	Page 126-134		B. Fee Schedule
8:15 PM		5.0	Adjourn



City of East Bethel City Council Work Meeting Agenda Information

Date:

July 8, 2015

Agenda Item Number:

Item 3.0

Agenda Item:

2016 Budget Discussion

Requested Action:

Receive presentation of the proposed 2016 City Budget

Background Information:

The proposed 2016 Budget will be presented for consideration and Staff will be in attendance to answer department budget questions. Please bring a copy of your proposed 2016 Budget book.

Presentation Schedule:

1. Overview
2. Fire Department
3. Public Works
 - a. Parks
 - b. Streets
 - c. Recycling
 - d. Enterprise Funds
4. Community Development
 - a. Planning Department
 - b. Building Department
5. Finance
 - a. Finance Department
 - b. Risk Management
 - c. Debt Service Funds
6. City Administration
 - a. Administration
 - b. HRA
 - c. EDA
 - d. Legal
 - e. Engineering
 - f. Transfers
 - g. Capital Projects Funds
 - h. Engineering
 - i. Transfers Out
 - j. Capital Projects Funds

Attachments:

Proposed 2016 Budget

Fiscal Impact:

To be determined

Recommendation(s):

Staff is seeking Council direction for the 2016 Budget



2016 Proposed Budget

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**City of East Bethel
2016 General Fund Proposed Budget (Summary)**

Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget	% Change
Tax Levies - City						
General Fund Tax Levy	4,123,317.00	4,050,450.00		4,050,500.00	4,113,300.00	2%
2013 A	149,638.00	126,500.00		127,000.00	128,000.00	1%
2008 A	180,000.00	180,000.00		180,000.00	180,000.00	0%
2015 A		470,000.00		487,000.00	504,000.00	3%
2014 A		300,000.00		330,000.00	330,000.00	0%
Total Levy - City	4,452,955.00	5,126,950.00	-	5,174,500.00	5,255,300.00	1.6%
Tax Levies - Special Levies						
City EDA	144,670.00	123,022.00		123,022.00	123,022.00	0%
Total Levy - Special			-	123,022.00	123,022.00	0.0%

Organizational Staff Summary					
		2013	2014	2015	2016
City Council	Part Time	5.00	5.00	5.00	5.00
City Administration	Full Time	2.00	2.00	3.00	3.00
	Part Time	0.06	0.06	0.06	0.06
Elections	Part Time		Contract		Contract
City Clerk	Full Time	1.00	1.00	-	-
Finance	Full Time	2.00	2.00	2.00	2.00
Assessing	Full Time	Contract	Contract	Contract	Contract
Legal	Full Time	Contract	Contract	Contract	Contract
Planning and Zoning	Full Time	1.50	1.50	1.50	1.50
Police	Full Time	Contract	Contract	Contract	Contract
Fire	Full Time	1.00	1.00	1.00	1.00
	Part Time	Paid On-Call	Paid On-Call	Paid On-Call	Paid On-Call
Bldg Inspection	Full Time	2.50	2.50	2.50	2.50
Engineering	Full Time	Contract	Contract	Contract	Contract
Street Maintenance	Full Time	5.00	5.00	5.00	5.00
	Part Time	0.30	0.30	0.30	0.30
Park Maintenance	Full Time	4.00	4.00	4.00	4.00
	Part Time	0.30	0.30	0.30	0.30
Total	Full Time	19.00	19.00	19.00	19.00
	Part Time	5.66	5.66	5.66	5.66

2016 Pay Plan (Hourly)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	14.48	15.01	15.54	16.07	16.60	17.13	17.66
2	15.59	16.16	16.73	17.31	17.88	18.45	19.02
3	17.15	17.78	18.41	19.03	19.66	20.29	20.92
4	18.87	19.56	20.25	20.94	21.63	22.32	23.01
5	20.75	21.51	22.27	23.03	23.79	24.55	25.31
6	22.84	23.68	24.51	25.35	26.19	27.02	27.86
7	25.12	26.04	26.96	27.88	28.80	29.72	30.64
8	27.62	28.63	29.64	30.65	31.66	32.67	33.68
9	30.04	31.14	32.24	33.34	34.43	35.53	36.63
10	34.29	35.54	36.79	38.05	39.30	40.56	41.81
11	36.41	37.74	39.07	40.40	41.74	43.07	44.40
12	38.59	40.00	41.42	42.83	44.24	45.65	47.06
13	41.86	43.39	44.92	46.45	47.98	49.51	51.04
14	44.37	45.99	47.62	49.24	50.86	52.49	54.11
15	47.04	48.76	50.48	52.21	53.93	55.65	57.37
16	50.11	51.94	53.77	55.60	57.44	59.27	61.10
2016 Pay Plan (Annually)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	30,118.34	31,220.23	32,322.12	33,424.01	34,525.90	35,627.79	36,729.68
2	32,435.13	33,621.79	34,808.44	35,995.09	37,181.74	38,368.39	39,555.04
3	35,675.03	36,980.21	38,285.40	39,590.58	40,895.76	42,200.95	43,506.13
4	39,240.72	40,676.36	42,111.99	43,547.63	44,983.27	46,418.90	47,854.54
5	43,168.41	44,747.75	46,327.08	47,906.41	49,485.74	51,065.07	52,644.41
6	47,512.40	49,250.66	50,988.92	52,727.18	54,465.44	56,203.70	57,941.96
7	52,254.60	54,166.35	56,078.10	57,989.86	59,901.61	61,813.36	63,725.12
8	57,449.28	59,551.09	61,652.89	63,754.69	65,856.50	67,958.30	70,060.10
9	62,481.07	64,766.97	67,052.86	69,338.75	71,624.65	73,910.54	76,196.43
10	71,313.86	73,922.90	76,531.94	79,140.99	81,750.03	84,359.07	86,968.12
11	75,730.25	78,500.87	81,271.49	84,042.10	86,812.72	89,583.34	92,353.96
12	80,273.34	83,210.17	86,147.00	89,083.83	92,020.66	94,957.49	97,894.32
13	87,060.83	90,245.98	93,431.13	96,616.28	99,801.43	102,986.59	106,171.74
14	92,291.71	95,668.24	99,044.77	102,421.29	105,797.82	109,174.35	112,550.87
15	97,848.40	101,428.22	105,008.04	108,587.86	112,167.68	115,747.50	119,327.32
16	104,219.59	108,032.50	111,845.41	115,658.33	119,471.24	123,284.15	127,097.06
Cafeteria Contribution for 2016							
Monthly						950.00	
						950.00	
Seasonal/Part Time							
Seasonal and Part Time					\$10.00-\$12.00 per hour		
2016 Fire Fighter and Officer Pay Plan							
Position	# of Positons		Monthly Salary Rate				
Deputy Fire Chief		1				509.49	
District Fire Chief		2				273.59	
Captain		2				136.80	
Lieutenant		3				109.87	
Training Officer		1				109.87	
Training/Drill/Fire Call/Duty Officer/Fire Inspector							
Probationary Firefighter						\$8.74 per hour	
Firefighter I						\$9.85 per hour	
Firefighter II/Officer						\$10.93 per hour	
Firefighter III/Officer						\$12.04 per hour	
Fire Inspector						\$18.59 per hour	
Duty Officer						\$592.23 per month	

**City of East Bethel
2016 General Fund Proposed Budget (Summary)**

<u>General Fund</u>	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget	% Change
Revenues							
	Property Tax	4,138,427.89	4,048,831.95	-	4,050,500.00	4,113,300.00	2%
	Franchise Taxes	49,490.39	56,159.60	19,131.27	43,000.00	50,000.00	16%
	Licenses and Fees	34,190.10	38,710.46	29,906.43	36,500.00	37,000.00	1%
	Building Inspection Permits	147,799.90	153,630.39	38,655.24	128,000.00	143,000.00	12%
	Building Inspection Permits (Bethel / Oak Grove)	194,840.27	141,258.59	12,998.38	110,000.00	110,000.00	0%
	State Aid	244,110.10	279,539.71	100,533.00	244,600.00	244,500.00	0%
	Fines and Forfeits	52,624.07	50,263.83	15,052.26	55,000.00	51,000.00	-7%
	Intergovernmental Charges	89,469.94	72,867.18	85,752.14	87,000.00	127,000.00	46%
	Other Fees	4,936.76	3,602.67	707.60	4,600.00	3,500.00	-24%
	Cemetery Revenue	5,950.00	4,800.00	13,400.00	6,000.00	6,000.00	0%
	Tower Lease Revenue	-	-	19,646.72	40,000.00	41,000.00	3%
	Refunds and Reimbursements	33,292.11	52,673.54	15,099.62	21,500.00	23,000.00	7%
	Gambling	20,749.84	21,816.96	7,165.98	20,000.00	20,000.00	0%
	Interest Earnings	1,170.48	1,159.91	807.05	2,000.00	2,000.00	0%
	Transfer from non-Genl Fund	-	48,525.51	-	-	-	0%
Total Revenues - General Fund		5,017,051.85	4,973,840.30	358,855.69	4,848,700.00	4,971,300.00	2.5%
Expenditures							
General Government							
	Council	69,798.93	73,050.02	32,369.62	79,300.00	73,700.00	-7%
	City Administration	331,403.51	275,992.29	116,636.59	308,900.00	318,900.00	3%
	Elections	1,687.26	9,477.15	2,560.42	2,000.00	13,800.00	590%
	Finance	226,764.80	226,028.97	100,981.37	234,200.00	241,400.00	3%
	Assessing	51,281.52	52,118.52	13,581.75	53,000.00	54,500.00	3%
	Legal	147,051.79	133,898.36	47,988.00	150,500.00	145,000.00	-4%
	Government Buildings	38,080.87	32,214.28	9,384.74	43,000.00	41,500.00	-3%
	Risk Management	103,367.18	110,807.00	97,267.00	111,000.00	104,000.00	-6%
	Central Services	83,644.73	77,368.38	35,521.04	93,500.00	89,500.00	-4%
Total General Government		1,053,080.59	990,954.97	456,290.53	1,075,400.00	1,082,300.00	1%
Community Development							
	Planning and Zoning	191,740.51	157,004.95	60,829.71	169,000.00	175,600.00	4%
	Building Inspection	174,941.16	228,314.02	91,034.70	238,900.00	252,400.00	6%
Total Community Development		366,681.67	385,318.97	151,864.41	407,900.00	428,000.00	5%
Public Safety							
	Police Protection	959,255.06	986,329.35	532,208.20	1,024,000.00	1,034,000.00	1%
	Fire Protection	543,995.03	555,252.24	277,344.06	566,000.00	586,300.00	4%
Total Public Safety		1,503,250.09	1,541,581.59	809,552.26	1,590,000.00	1,620,300.00	2%
Engineering							
	Engineering	28,871.26	32,798.23	6,076.76	35,000.00	35,000.00	0%
Total Engineering		28,871.26	32,798.23	6,076.76	35,000.00	35,000.00	0%
Public Works							
	Public Works - Parks Maintenance	367,896.15	369,140.51	154,740.16	399,600.00	409,700.00	3%
	Public Works - Streets	762,350.45	777,729.32	393,836.86	813,300.00	863,500.00	6%
Total Public Works		1,130,246.60	1,146,869.83	548,577.02	1,212,900.00	1,273,200.00	5%
Civic Events							
	Civic Events	2,500.00	2,501.00	-	2,500.00	2,500.00	0%
Total Culture and Recreation		2,500.00	2,501.00	-	2,500.00	2,500.00	0%
Transfers							
	Transfer to Building Capital	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	0%
	Transfer to Street Capital	425,000.00	425,000.00	425,000.00	425,000.00	425,000.00	0%
	Transfer to Parks Capital	75,000.00	50,000.00	50,000.00	50,000.00	55,000.00	10%
	Transfer to Debt Service	-	1,036,000.00	-	-	-	N/A
	Contingency	21,600.00	-	-	-	-	N/A
	Capital Project Fund Transfers	-	429.98	-	-	-	N/A
Total Other		571,600.00	1,561,429.98	525,000.00	525,000.00	530,000.00	1%
Total Expenditures - General Fund		4,656,230.21	5,661,454.57	2,497,360.98	4,848,700.00	4,971,300.00	2.5%
Excess of Revenues over Expenditures - General Fund		360,821.64	(687,614.27)	(2,138,505.29)	-	-	



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41110 - Mayor and City Council

DEPARTMENTAL PROFILE

The City Council is comprised of the Mayor and four City Council Members. All are elected at-large. Council Members serve four-year terms with two members up for election every two years. The Mayor serves a two-year term.

DEPARTMENTAL GOALS

To provide leadership and vision for the City while planning for growth and development activity and to adopt policies that are in the best interest of the City and its residents

EXPENDITURE DETAILS

STAFFING

1- Mayor
4- City Council Members

103-Mayor and City Council Salary
\$29,100
Provides for a monthly salary of \$525 for the Mayor and \$475 for each Council Member

107-Commissions and Boards
\$13,100
City's participation in the Upper Rum River Watershed Management Organization - \$2,800, and the Sunrise Watershed Management Organization - \$10,300.

307-Professional Services
\$8,000
Quarterly updates of ordinances - \$8,000. Professional service requirements throughout the year including assistance with grant and direct appropriation identification and pursuit.

433-Dues and Subscriptions

\$16,000

Membership dues for the League of Minnesota Cities-\$10,000; Mediation Services for Anoka County-\$1,300; North TH 65 Corridor Coalition-\$250 and Alexandra House-\$4,500

434-Conferences/Meetings

\$2,000

Costs associated with Mayor and City Council members' attendance at League of Minnesota Cities Annual Conference, Local Government meetings, etc.

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Council				-		
	E 101-41110-103 Part-Time Employees	29,100.00	28,442.22	12,125.00	29,100.00	29,100.00
	E 101-41110-107 Commissions and Boards	18,001.47	18,385.34	16,411.16	18,000.00	13,100.00
	E 101-41110-122 PERA-Coordinated Plan	285.00	285.00	-	2,200.00	-
	E 101-41110-125 FICA/Medicare	2,226.29	2,175.93	927.60	2,200.00	2,200.00
	E 101-41110-151 Worker s Comp Insurance Prem	48.27	99.62	108.36	100.00	100.00
	E 101-41110-201 Office Supplies	-	144.85	44.94	200.00	200.00
	E 101-41110-231 Small Tools and Minor Equip	3,628.63	-	788.94	100.00	2,000.00
	E 101-41110-307 Professional Services Fees	3,167.96	1,155.00	-	10,000.00	8,000.00
	E 101-41110-331 Travel Expenses	360.26	457.66	-	300.00	500.00
	E 101-41110-343 Other Advertising	110.00	254.40	30.00	100.00	500.00
	E 101-41110-433 Dues and Subscriptions	11,446.00	20,636.00	1,279.00	15,000.00	16,000.00
	E 101-41110-434 Conferences/Meetings	1,425.05	1,014.00	654.62	2,000.00	2,000.00
		69,798.93	73,050.02	32,369.62	79,300.00	73,700.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41320 – City Administration

DEPARTMENTAL PROFILE

Pursuant to City Code, Chapter 2-261, the City Administrator is the chief administrative officer of the City responsible to the City Council. The Administrator facilitates and directs implementation of the City Council's policies and directives relating to City operations and activities. Specific activities include recommendations to the Council regarding policies, operations and procedures and providing liaison between the Council, commissions, employees, residents and other governmental entities.

DEPARTMENTAL GOALS

Provide leadership and direction to employees of the City of East Bethel and work to achieve the goals established by the City Council; provide assistance to all stakeholders; provide accurate information and courteous service to City residents/visitors

EXPENDITURE DETAILS

STAFFING

1 City Administrator
1 Administrative Coordinator
1 Receptionist
1-Part Time Cable Technician

101-Full-Time Employees Regular
\$225,100
Provides for a 2% COLA salary increase and a STEP salary increase for two eligible employees.

103 – Part-Time Employees
\$1,700
Cable Technician for recording evening meetings

307 – Professional Service Fees
\$12,000
Contractual minute-taking services with Time Savers for City Council Meetings and City Council Work Meetings. \$29.00 per hour and \$13.50 per page.

331-Travel Expenses
\$2,200 Mileage reimbursement for the City Administrator

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Administration						
	E 101-41320-101 Full-Time Employees Regular	179,370.82	159,261.36	79,202.66	220,000.00	225,100.00
	E 101-41320-102 Full-Time Employees Overtime	52.02	292.52	180.23		
	E 101-41320-103 Part-Time Employees		-	462.00	1,700.00	1,700.00
	E 101-41320-122 PERA-Coordinated Plan	11,206.45	10,673.22	5,953.70	16,200.00	16,600.00
	E 101-41320-125 FICA/Medicare	11,539.53	12,013.26	6,732.09	19,800.00	20,300.00
	E 101-41320-126 Deferred Compensation	2,085.32	3,055.02	1,202.04	4,700.00	4,800.00
	E 101-41320-131 Cafeteria Contribution	21,031.65	21,690.65	13,754.75	33,000.00	34,200.00
	E 101-41320-151 Worker s Comp Insurance Prem	773.24	1,128.96	1,717.67	1,700.00	1,700.00
	E 101-41320-201 Office Supplies	155.09	-	-	400.00	200.00
	E 101-41320-231 Small Tools and Minor Equip	-	70.13	-	-	-
	E 101-41320-307 Professional Services Fees			6,335.02	9,000.00	12,000.00
	E 101-41320-321 Telephone	110.19	116.51	376.51	-	-
	E 101-41320-331 Travel Expenses	1,826.73	2,012.97	719.92	2,200.00	2,200.00
	E 101-41320-341 Personnel Advertising	559.04	-	-	-	-
	E 101-41320-433 Dues and Subscriptions	-	20.00	-	200.00	100.00
	E 101-41320-434 Conferences/Meetings	12.66	5.00	-	-	-
		228,722.74	210,339.60	116,636.59	308,900.00	318,900.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41410 – Elections

DEPARTMENTAL PROFILE

This department is responsible for providing access to the election process to the citizens of the City of East Bethel. The department is responsible for determining polling locations, acquiring and maintaining election equipment, contracting election judges, registering municipal candidates and conducting absentee and the primary and general elections.

EXPENDITURE DETAILS

219 General Operating Supplies
\$500

In order to comply with ADA standards the City will need to purchase "stand-up" voting booths at each polling place.

307 Professional Services Fees
\$10,000
Election Judges Compensation

331 Travel Expenses
\$100

342 Legal Notices
\$500

402 Equipment Maintenance
\$2,600

The City and Anoka County have a joint powers agreement that includes payment of a system support fee for equipment and software. The City will store and use the equipment during each election cycle.

434 Conferences/Meetings
\$100

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Elections						
	E 101-41410-219 General Operating Supplies	-	235.04	-	-	500.00
	E 101-41410-307 Professional Services Fees	-	7,141.83	-	-	10,000.00
	E 101-41410-331 Travel Expenses					100.00
	E 101-41410-342 Legal Notices	-	293.14	-	-	500.00
	E 101-41410-402 Repairs/Maint Machinery/Equip	1,687.26	1,807.14	2,560.42	2,000.00	2,600.00
	E 101-41410-434 Conferences			-		100.00
		1,687.26	9,477.15	2,560.42	2,000.00	13,800.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41520 – Finance

DEPARTMENTAL PROFILE

Finance is responsible for all treasury operations of the City including: accounting management (accounts payable and receivable, reconciliations, and reporting to stakeholders), investment management, risk management (property liability and workers compensation), utility billing management, human resource management (payroll, benefits, employee recruitment/retention), budget management, audit management, debt service management (new issues, refinances and rating calls). This department is also responsible for information technology management (Computer - hardware / software), Media Center Management (Channel 10 / Video) and Website Administration.

DEPARTMENTAL GOALS

Departmental goals for 2016 include preparation of financial statements that garner a clean audit opinion; continuous analysis of the City's financial condition and continued establishment and implementation of financial policies.

EXPENDITURE DETAILS

STAFFING

1 Finance Director
1 Finance Coordinator

101-Full-Time Employees Regular Salary
\$164,000
Provides for a 2% COLA salary increase and a STEP salary increase for one eligible employee

301-Auditing and Accounting Services
\$20,000
Annual audit of the City's financial statements

421-Software License
\$1,600
Financial software support necessary if problems arise with Banyon financial and payroll software; includes upgrades and enhancements of software.

433-Dues and Subscriptions

\$300

American Payroll Association membership which provides education & training, compliance updates and access to a library of resource texts and newsletters.

434-Conferences/Meetings

\$500

Training for the Finance Coordinator and Finance Director

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Finance						
	E 101-41520-101 Full-Time Employees Regular	153,007.47	153,767.36	58,044.80	158,500.00	164,000.00
	E 101-41520-122 PERA-Coordinated Plan	10,899.05	11,023.76	4,353.37	11,900.00	12,300.00
	E 101-41520-125 FICA/Medicare	13,152.88	12,908.12	4,744.79	14,100.00	14,600.00
	E 101-41520-126 Deferred Compensation	3,690.77	3,824.03	1,489.87	3,900.00	3,900.00
	E 101-41520-131 Cafeteria Contribution	21,737.22	21,694.22	9,170.00	22,000.00	22,800.00
	E 101-41520-151 Worker s Comp Insurance Prem	731.18	1,115.24	1,224.04	1,200.00	1,200.00
	E 101-41520-201 Office Supplies	134.35	39.99	-	100.00	100.00
	E 101-41520-301 Auditing and Acct g Services	20,066.00	19,633.00	20,000.00	20,000.00	20,000.00
	E 101-41520-331 Travel Expenses	-	188.25	19.50	100.00	100.00
	E 101-41520-341 Personnel Advertising	1,589.00	-	-	-	-
	E 101-41520-421 Software Licensing	1,611.88	1,590.00	1,590.00	1,600.00	1,600.00
	E 101-41520-433 Dues and Subscriptions	120.00	-	300.00	300.00	300.00
	E 101-41520-434 Conferences/Meetings	-	245.00	45.00	500.00	500.00
	E 101-41520-437 Bank Fees	25.00	-	-	-	-
		226,764.80	226,028.97	100,981.37	234,200.00	241,400.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41550 – Assessing

DEPARTMENTAL PROFILE

The primary function of this department is the accurate classification and valuation of all real property listed for taxation. Existing properties need to be physically inspected every five years, all newly constructed structures need to be inspected the year of construction.

DEPARTMENTAL GOALS

Ensure full and accurate valuations for all properties within the City to provide an equitable basis for assessing taxes; provide detailed explanations to citizens with concerns about their properties' valuations; analyze and assimilate data acquired in the appraisal process into a format that will be useful and meaningful to the City and its stakeholders.

EXPENDITURE DETAILS

307-Professional Services
\$54,500
Contractual cost of assessing services

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Assessing						
	E 101-41550-307 Professional Services Fees	51,281.52	52,118.52	13,581.75	53,000.00	54,500.00
		51,281.52	52,118.52	13,581.75	53,000.00	54,500.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41610 – Legal

DEPARTMENTAL PROFILE

Legal provides counsel and support to the City Council and other City staff. In addition, the department prosecutes criminal offenses.

DEPARTMENTAL GOALS

Ensure that the City of East Bethel's interests are proactively, efficiently and thoroughly represented and protected. Closure of many longstanding issues will be aggressively pursued. The City will continue to monitor the current provision of legal services to the City to determine if the aforementioned goals are being met. When it is deemed necessary, legal specialists in various disciplines may be retained to best serve the City's interests. A portion of the cost for prosecution services is recovered through fines and penalties assessed by the court system.

EXPENDITURE DETAILS

303-Legal Services
\$145,000
Contracted legal services

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Law and Legal						
	E 101-41610-303 Legal Fees	147,051.79	133,898.36	47,988.00	150,500.00	145,000.00
		147,051.79	133,898.36	47,988.00	150,500.00	145,000.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41940 – General Government Buildings

DEPARTMENTAL PROFILE

The General Government Buildings department provides for the ongoing cleaning, maintenance and utility costs for City Hall and other general City facilities. Costs for other buildings are charged to the functional department using the respective building.

DEPARTMENTAL GOALS

Maximize the efficiency and usability of City Hall to accommodate employees and equipment necessary to best serve customers of the City of East Bethel; ensure a healthy environment for employees and residents using City facilities

EXPENDITURE DETAILS

211-Cleaning Supplies
\$500

Cleaning supplies for government facilities.

223-Bldg/Facility Repair Supplies
\$2,000

Miscellaneous supplies such as light bulbs, power strips, etc.

381-Electric Utilities
\$15,000

Electrical utility services for City Hall and the City billboard

382-Gas Utilities
\$6,000

Gas utilities for City Hall

403-Buildings & Facilities Repair/Maintenance
\$16,000

City Hall janitorial service, rug service, septic system pumping, annual carpet cleaning, water softener rental and building repairs

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Government Buildings						
	E 101-41940-211 Cleaning Supplies		580.01	134.04		500.00
	E 101-41940-219 General Operating Supplies	130.75	183.69	-	500.00	500.00
	E 101-41940-223 Bldg/Facility Repair Supplies	1,716.58	2,278.85	276.57	2,000.00	2,000.00
	E 101-41940-225 Park/Landscaping Materials	27.79	-	-	500.00	-
	E 101-41940-231 Small Tools and Minor Equip	-	183.59	-	500.00	500.00
	E 101-41940-307 Professional Services Fees	115.80	-	-	500.00	-
	E 101-41940-321 Telephone		230.04	-		
	E 101-41940-381 Electric Utilities	14,794.58	12,969.15	2,868.52	15,000.00	15,000.00
	E 101-41940-382 Gas Utilities	5,539.91	6,996.49	2,521.50	6,000.00	6,000.00
	E 101-41940-385 Refuse Removal	372.01	606.45	255.50	500.00	500.00
	E 101-41940-402 Repairs/Maint Machinery/Equip	-	857.05	-	500.00	500.00
	E 101-41940-403 Bldgs/Facilities Repair/Maint	15,298.45	7,328.96	3,328.61	17,000.00	16,000.00
	E 101-41940-405 Park & Landscape Services	85.00	-	-	-	-
		38,080.87	32,214.28	9,384.74	43,000.00	41,500.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 48150 – Central Services and Supplies

DEPARTMENTAL PROFILE

This department accounts for central office supplies, equipment, HR compliance, County Administration costs, postage and general printing.

DEPARTMENTAL GOALS

Continued emphasis on efficiency through group purchasing, use of technology and waste reduction activities

EXPENDITURE DETAILS

201-Office Supplies

\$1,000

Miscellaneous office supplies including paper, toner, envelopes, and folders

231-Small Tools and Minor Equipment

\$8,000

Computer Replacements

307-Professional Services

\$5,000

SafeAssure Safety Consultant - \$3,200

SafeAssure provides annual OSHA required training (A.W.A.I.R., Employee Right to Know, Lock Out/Tag Out, Bloodborne Pathogens, etc.) for all City employees and paid-on-call firefighters.

Anoka County - \$2,000

Cost associated with tax levy and special assessment maintenance and administration

309-Information Systems

\$46,500

Metro-INET - Maintenance of the City's data network and e-mail services - \$38,865

Mid Continent - internet access charges - \$4,600.

Anoka County - Connectivity Agreement to provide high speed broadband capacity services - \$2,700.

321-Telephone

\$5,000

VOIP services to include all telephone services

322-Postage

\$7,000

All postage costs including 4 newsletter mailings throughout the year

342-Legal Notices

\$3,000

Advertising costs for legal notices regarding ordinances, TNT Hearings and other legally required notices

351-Printing and Duplicating

\$3,000

City newsletter production and mailing of 4 publications to each resident

402 – Repairs/Maint Machinery/Equip

\$2,000

Repairs/maintenance/upgrades to equipment

413-Office Equipment

\$6,000

Postage machine lease, copier/printer lease

421-Software License

\$2,000

Network software licensing/upgrades for common file servers.

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Central Services						
	E 101-48150-201 Office Supplies	8,900.37	7,690.73	1,571.04	8,000.00	1,000.00
	E 101-48150-231 Small Tools and Minor Equip	727.70	844.64	12.00	2,000.00	8,000.00
	E 101-48150-307 Professional Services Fees	1,782.28	60.00	8,067.63	5,000.00	5,000.00
	E 101-48150-309 Information Systems	45,408.96	45,342.00	19,938.35	46,500.00	46,500.00
	E 101-48150-321 Telephone	5,944.84	4,616.93	1,308.47	5,000.00	5,000.00
	E 101-48150-322 Postage/Delivery	4,569.13	6,810.81	919.08	7,000.00	7,000.00
	E 101-48150-341 Personnel Advertising	-	71.20	-	-	-
	E 101-48150-342 Legal Notices	2,063.89	2,109.27	1,064.26	3,000.00	3,000.00
	E 101-48150-343 Other Advertising	-	-	64.50	1,000.00	-
	E 101-48150-351 Printing and Duplicating	2,586.95	1,917.50	520.83	5,000.00	3,000.00
	E 101-48150-402 Repairs/Maint Machinery/Equip	4,240.30	296.00	-	2,000.00	2,000.00
	E 101-48150-413 Office Equipment Rental	5,680.65	5,653.65	2,018.88	6,000.00	6,000.00
	E 101-48150-421 Software Licensing	1,478.67	1,903.00	-	2,000.00	2,000.00
	E 101-48150-423 Filing Fees	-	52.65	36.00	1,000.00	1,000.00
	E 101-48150-580 Info Systems Equip	260.99	-	-	-	-
		83,644.73	77,368.38	35,521.04	93,500.00	89,500.00



2016 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 41910 – Planning and Zoning

DEPARTMENTAL PROFILE

This activity formulates, administrates and interprets ordinances enacted by the City of East Bethel. It is responsible for preparing reports and making presentations to the City Council, Planning Commission (PC) and Economic Development Authority (EDA) to facilitate their decision making. It also includes review of all building permit applications, assists with code enforcement, oversee GIS functions, economic development, environmental planning, customer service, and related activities.

DEPARTMENTAL GOALS

Improve the assimilating and data processing function for presentations to PC and City Council and EDA; provide timely and thorough review of all PC, City Council and EDA issues; provide accurate information regarding City ordinances and zoning to the public; update GIS functions, provide assistance to residents, developers, real estate agents, appraisers, insurance companies, mortgage companies, etc. regarding City ordinances and procedures. Provide support to EDA.

EXPENDITURE DETAILS

STAFFING

1 Community Development Director/City Planner
1 Administrative Assistant (.50)
1-Part Time Cable Technician

101-Full-Time Employees Regular
\$119,500
Provides for a 2% COLA salary increase and a STEP salary increase for two eligible employees

103 – Part-Time Employees
Cable Technician for recording evening meetings
\$500

107 – Commission Member compensation
\$1,700

201 – General Office Supplies
\$100

307 – Professional Service Fees
\$10,200

Professional Services Fees – PZ minute taking and preparation-\$1,200, GIS (WSB) – one year management contract, staff training, additional modules and other potential modifications- \$8,500; Anoka Conservation District Professional Services (map production, data collection, land use reviews, etc) - \$500;

321 – Telephone
\$300

Cell phone reimbursement at \$20 per month for one employee.

342 – Legal Notices
\$1,300

Publications of notices for land use proposals, Comprehensive Plan Amendments, and Zoning Ordinance Amendments

421 – Software Licensing
\$400

ESRI License / Arc View

423 – Filing Fees
\$400

Filing of agreements (Conditional Use Permits and Variances) at Anoka County

433 – Dues and Subscriptions
\$200

Minnesota Chapter APA-\$80; other publications

434 – Conferences/Meetings
\$500

MNAPA conference; League of MN Cities workshops

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Planning and Zoning						
	E 101-41910-101 Full-Time Employees Regular	137,959.19	105,082.70	41,675.08	113,600.00	119,500.00
	E 101-41910-102 Full-Time Employees Overtime	119.09	214.51	-	-	-
	E 101-41910-103 Part-Time Employees	-	-	108.00	500.00	500.00
	E 101-41910-107 Commissions and Boards	1,410.00	1,280.00	-	1,700.00	1,700.00
	E 101-41910-122 PERA-Coordinated Plan	9,720.34	7,757.55	3,125.63	8,500.00	9,000.00
	E 101-41910-125 FICA/Medicare	9,610.47	7,667.56	3,326.41	10,200.00	10,700.00
	E 101-41910-126 Deferred Compensation	234.36	2,047.88	1,013.36	2,700.00	2,700.00
	E 101-41910-131 Cafeteria Contribution	21,039.89	15,839.26	6,877.50	16,500.00	17,100.00
	E 101-41910-151 Worker s Comp Insurance Prem	661.18	929.37	1,047.46	900.00	1,000.00
	E 101-41910-201 Office Supplies	146.04	44.47	169.22	100.00	100.00
	E 101-41910-231 Small Tools and Minor Equip	19.00	539.72	24.30	-	-
	E 101-41910-307 Professional Services Fees	9,235.91	13,146.30	2,500.50	11,000.00	10,200.00
	E 101-41910-321 Telephone	442.49	360.00	90.00	360.00	300.00
	E 101-41910-341 Personnel Advertising	-	85.60	-	-	-
	E 101-41910-342 Legal Notices	655.80	1,339.03	276.25	1,300.00	1,300.00
	E 101-41910-351 Printing and Duplicating	51.25	-	-	-	-
	E 101-41910-421 Software Licensing	405.50	576.00	400.00	600.00	400.00
	E 101-41910-423 Filing Fees	(165.00)	-	56.00	340.00	400.00
	E 101-41910-433 Dues and Subscriptions	195.00	95.00	140.00	200.00	200.00
	E 101-41910-434 Conferences/Meetings	-	-	-	500.00	500.00
		191,740.51	157,004.95	60,829.71	169,000.00	175,600.00



2016 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 42410 – Building Inspection

DEPARTMENTAL PROFILE

This department is responsible for conducting plan reviews and on-site inspections of all building activity and septic systems installed within the City as required by State Building Code. The Building Official is also the Code Compliance Officer.

DEPARTMENTAL GOALS

Provide plan reviews and permit issuances in a timely manner, i.e., residential reviews and permits issued within 3-14 working days of receipt of complete application; commercial and institutional plan reviews and permits issued within 30 days of receipt of completed application (commercial plan review time frame does not include State or County reviews); conduct on-site inspections as scheduled in a professional manner; provide information to the public regarding building codes, septic codes, and city ordinances; conduct city ordinance violation inspections.

EXPENDITURE DETAILS

STAFFING

1 Building Official
1 Building Inspector
1 Administrative Assistant (.50)

101-Full-Time Employees Regular
\$173,200
Provides for a 2% COLA salary increase and a STEP salary increase for three eligible employees

212- Motor Fuels
\$5,000
Reflects the increase in fuel costs and more accurately reflects fuel needed for two vehicles

219-General Operating Supplies

\$400

Includes replacement stamps for plan reviews, scale rulers, plan hangers, plan drawer divides, picture paper, etc.

221 – Motor Vehicle Parts

\$1,000

Replacement of tires on both Building Dept. vehicles

231-Small Tools and Minor Equipment

\$100

Flashlights, tape measures

321 – Telephone

\$300

Cell Phone charges for Building Official and Building Inspector

351-Printing and Duplicating

\$300

Inspection cards, permit applications, and other forms related to building inspection, code enforcement and dangerous dog enforcement

421-Software Licensing

\$3,200

Annual support for Permit Works software (Complaint Tracker, Septic, and Permitting)

431-Vehicle Replacement Charges

\$3,000

Future truck replacement

433- Dues and Subscriptions

\$200

Membership in the International Code Council (ICC) and Minnesota 10,000 Lakes Chapter of the ICC

434-Conferences/Meetings

\$2,400

Building Official/Inspector continuing education to maintain State certifications by attending classes sponsored by the State Building Codes and Standards Department, local colleges, the Minnesota Pollution Control Agency and sewage treatment systems education expenses.

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Building Inspection						
	E 101-42410-101 Full-Time Employees Regular	120,445.59	159,794.15	59,985.96	164,400.00	173,200.00
	E 101-42410-102 Full-Time Employees Overtime		214.51	-		
	E 101-42410-122 PERA-Coordinated Plan	8,388.58	11,131.45	4,498.95	12,300.00	13,000.00
	E 101-42410-125 FICA/Medicare	9,501.48	12,463.49	5,077.91	15,000.00	15,800.00
	E 101-42410-126 Deferred Compensation	2,570.00	3,687.18	1,670.97	4,500.00	4,600.00
	E 101-42410-131 Cafeteria Contribution	18,406.34	26,296.54	11,462.50	27,500.00	28,500.00
	E 101-42410-151 Worker s Comp Insurance Prem	360.27	943.46	1,142.77	1,000.00	1,200.00
	E 101-42410-201 Office Supplies	72.54	124.84	55.50	100.00	100.00
	E 101-42410-212 Motor Fuels	5,098.81	5,051.95	907.54	5,000.00	5,000.00
	E 101-42410-214 Clothing & Personal Equipment	-	-	-	200.00	-
	E 101-42410-219 General Operating Supplies	181.87	307.02	-	100.00	400.00
	E 101-42410-221 Motor Vehicles Parts	148.84	214.00	70.89	1,000.00	1,000.00
	E 101-42410-222 Tires	1,023.56	-	-		
	E 101-42410-231 Small Tools and Minor Equip	285.52	179.99	-	100.00	100.00
	E 101-42410-307 Professional Services Fees	1,508.15	-	-	-	-
	E 101-42410-321 Telephone	260.39	176.80	35.76	300.00	300.00
	E 101-42410-331 Travel Expenses	99.44	136.64	96.95		-
	E 101-42410-341 Personnel Advertising	283.50	-	-	-	-
	E 101-42410-351 Printing and Duplicating	349.72	225.00	-	150.00	300.00
	E 101-42410-401 Motor Vehicle Services (Lic d)			260.00		
	E 101-42410-421 Software Licensing	1,515.56	1,495.00	1,495.00	1,550.00	3,200.00
	E 101-42410-422 Auto/Misc Licensing Fees/Taxes	-	32.00	-	100.00	100.00
	E 101-42410-431 Equipment Replacement Chgs	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
	E 101-42410-433 Dues and Subscriptions	-	200.00	-	200.00	200.00
	E 101-42410-434 Conferences/Meetings	1,441.00	2,640.00	1,274.00	2,400.00	2,400.00
		174,941.16	228,314.02	91,034.70	238,900.00	252,400.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42110 – Police

DEPARTMENTAL PROFILE

This department accounts for police protection and animal control services within the City of East Bethel. The level of Anoka County Sheriff - provides patrol service for 36 hours daily coverage and 20 hours of weekly coverage by Anoka County Community Service Officers (CSO'S).

DEPARTMENTAL GOALS

Increase the presence of officers in the City's neighborhoods; support City staff with code enforcement and monitoring; provide regular, timely progress reports to the City Council regarding the aforementioned goals; strive to align the perceived priorities of the County Sheriff with the priorities of the City Council; increase the effectiveness, efficiency and accountability of animal control services

EXPENDITURE DETAILS

307-Professional Services
\$1,034,000

Contractual cost of animal control (\$8,000) and police services, including patrol and CSO's (\$1,026,000).

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Police Protection						
	E 101-42110-219 General Operating Supplies	85.50	104.50	-	-	-
	E 101-42110-307 Professional Services Fees	959,169.56	986,224.85	532,208.20	1,024,000.00	1,034,000.00
		959,255.06	986,329.35	532,208.20	1,024,000.00	1,034,000.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42210 – Fire Department

DEPARTMENTAL PROFILE

The primary mission of the East Bethel Fire Department is to provide a range of programs designed to protect the lives and property of the residents and visitors of the City of East Bethel from the adverse effects of fires, motor vehicle accidents, industrial accidents, hazardous materials incidents, or exposure to dangerous conditions.

DEPARTMENTAL GOALS

It is our vision to be known as an innovative and progressive fire department. We are dedicated to the delivery of effective fire suppression, rescue services and quality fire/safety education to the public. We strive to offer the best available education and training to our members. We desire to have an atmosphere of open communication which promotes the health and welfare of individual members.

EXPENDITURE DETAILS

STAFFING

1 FT Fire Chief
1 Deputy Fire Chief
2 District Fire Chiefs
2 Captains
3 Lieutenants
1 Duty Officer
1 Training Officer
1 Part-Time Inspector
35 Paid On-call Firefighters

101-Full-Time Employees Regular
\$92,900

Full-time Fire Chief Position - Provides for a 2% COLA salary increase

103-PT Wages and Salaries
\$120,800

Fire Fighters will be paid according to the compensation schedule; Probationary Fire Fighters \$8.74 per hour, Post Probationary and Fire Fighter I level Fire Fighters \$9.85 per hour and Fire Fighter II level with all educational elements met \$10.93 and Fire fighter III level \$12.04 per hour.

<u>Position</u>	<u>Number of Officers</u>	<u>2015 Monthly</u>	<u>Annual Salary</u>
Deputy Chief	1	\$509.48	\$6,114
District Chief	2	\$273.59	\$6,566
Captain	2	\$136.80	\$3,283
Lieutenant	3	\$109.86	\$3,955
Training Officer	1	\$109.86	\$1,318
Duty Officer	1 per week	\$592.23	\$7,107
			\$28,343

- 2016 will continue with single station call out protocol. It is anticipated that the total number of calls will approximate 510 (2014 there were 499 calls). The station break down and day calls are projected to be:

Type of Call	Number of Calls	Projected Fire Fighters per Call	Pay per Call	Total Amount
All Station Call	64	12	12.04	\$9,247
Station 2 Calls	130	6	12.04	\$9,391
Station 1 Calls	187	6	12.04	\$13,509
Day Calls	129	8	12.04	\$12,425
Total Firefighter Call Cost				\$44,572

Type of Meeting/Drill	Number of Meeting/Drill	Projected Fire Fighters per Meeting/Drill	Pay per Meeting/Drill	Hours/ Position	Total Amount
Monthly Staff Meeting	4	35	12.04	2/35	\$3,371
Fire Fighting Training Drills	20	35	12.04	2/35	\$16,856
Medical Training Drills	6	35	12.04	2/35	\$5,056
Station Maintenance Drills	12	35	12.04	2/35	\$10,114
Officer Outside Required Training	1	10	12.04	12/10	\$1,445
Total Fire Fighter Meeting/Drill Cost					\$36,842

Fire inspector is budgeted for 34 hours per month, combined, at \$18.59 per hour; \$7,587

New Firefighter Recruits will be trained and educated in house (Firefighter I and II) by approved and certified Fire Department Staff members. The total curriculum is 140 hours with two Fire Department instructors at each session; 140 hours x 2 x \$ 12.04 per hour = \$3,372. (This is in lieu of paying over \$ 1,000 per recruit firefighter to an outside school.)

125-FICA/Medicare

\$17,500

The City contribution on wages paid.

126-Deferred Compensation

\$2,000

3% match for the full-time Fire Chief

127- Fire Pensions Contributions-City

\$14,000

Contribution funded directly by City taxpayers. This amount is the estimated amount of a voluntary contribution required by the City. The amount is figured on 35 firefighters at \$ 400 each.

128-Fire Pensions Contributions

\$43,500

The City receives funds from the State in the form of Fire Aid. This amount is provided directly to the Fire Relief Association to fund pension obligations. The 2016 amount is estimated from the actual amount received in 2014. The actual amount is not known until October of the year it is payable to the City.

131-Cafeteria Contribution

\$13,400

City share of benefits for the full-time Fire Chief

135-Disability Insurance

\$1,000

This is the amount paid by the City to fund the disability/life insurance policy purchased on behalf of the Firefighters.

151-Workers Comp Insurance Premium

\$25,000

In addition to the full time Fire Chief, the City purchases worker's compensation insurance for volunteer firefighters. The cost is predicated on population and number of volunteers. The cost estimate is provided by the League of Minnesota Cities Insurance Trust.

201-Offices Supplies

\$1,200

Provides for consumable supplies for the Fire Department including tablets, pencils, pens, etc. and replacement of computers/printers.

203-Books/Reference Materials

\$1,600

Provides for training materials, current map books and new up to date code books

212-Motors Fuels

\$15,000

The Department's share of fuel costs for 2016

213- Lubricants and Additives

\$200

Provides for oil, pump lubricants, etc. for firefighting equipment

214-Clothing & Personal Equipment

\$13,700

Personal Protective Equipment for six Fighters; turnout gear \$1,800 per set, helmets \$200, boots \$ 175, Hood and Gloves \$ 125. This is replacement of very old and worn turn out gear. Most gear needed replacement is dated to 1998.

215-Shop Supplies

\$500

Materials needed to maintain the shop such as rags, non-vehicle lubricants, miscellaneous nuts/bolts, etc.

217-Safety Supplies

\$5,000

This covers gloves, glasses, coveralls, and medical supplies. It also covers a \$3,800 per year medical directorship for EMS (Emergency Medical Services) or medical response protocols.

219-General Operating Supplies

\$2,500

This is for all items used to run the three stations. This increase is based on recent historical expenditures.

221-Motor Vehicles/Equipment Parts

\$2,000

Provides for repair and maintenance items such as filters, hoses, hydraulics, etc on firefighting equipment

222-Tires

\$1,800

This is for replacement of tires on large trucks.

223-Bldg/Facility Repair Supplies

\$800

Provides for repairs to any of the three facilities as necessary including plumbing, electrical, mechanical etc

229-Equipment Parts

\$800

Provides for replacement parts for equipment items such as pumps, jaws-of-life, etc.

231-Small Tools and Minor Equipment

\$6,500

Provides for purchase of minor equipment such as axes, hose, couplings and fittings for fire hoses \$1,575 and the purchase of 7 pagers totaling \$4,200, 3 1 3/4" nozzles (3 @ \$ 350 or \$ 1,150) Annual update of older AED (Automatic Electronic Defibrillator) to meet new CPR protocols \$350.

306-Personnel/Labor Relations

\$1,400

Drug testing services

307-Professional Services Fees

\$6,500

Provides initial physicals (5 @ \$ 500), continuing health surveillance of firefighters (35 @ \$ 85), behavior management assistance, respiratory screening (35 @ \$30), and hep-b shots as required by NFPA and OSHA

321-Telephones

\$10,400

Provides for telephone service for three stations \$1,800, an analog line at each station plus one fax line \$4,700, five cellular phone services \$1,500, four wireless connections for Mobile Dispatch \$2,400

351-Printing and Duplicating

\$500

Copying of maps, run, ticket, and medical forms and publishing the SOG manual

381-Electrical Utilities

\$9,500

Electric utility service for three stations

382-Gas Utilities

\$12,000

Gas utility service for three stations

385-Refuse Removal

\$800

Refuse removal for three stations

401-Motor Vehicle Services (Lic'd)

\$3,000

Provides for repair and maintenance services on fire vehicles that are outside City shop's/repair capabilities

402-Repairs/Maint Machinery/Equip

\$19,000

Repairs to radios, pagers, fire ext., detectors, etc. - \$1,000; warning sirens maintenance and contract – (15 sirens x \$1,250) \$18,750. (2013 Actual Expense was \$ 19,044)

403-Bldgs/Facilities Repair/Maint.

\$6,000

Provides for maintenance of air compressor, frozen utility lines, etc.; the cleaning and care of six door mats twice a month, and a cleaning service twice a month for the restrooms, office area and hallways at Station 1.

421-Software Licensing

\$4,500

Installation of Dispatch Software to advise responding units and personnel. Also Anoka County Fire Protection Council JPA fees for the Public Safety Data System (2016: \$3,500)

422-Auto/Misc Licensing Fees/Taxes

\$4,500

Radio user fees have increased to \$135 per radio (25 radios). Anoka County solid waste management charges of \$975 are assessed to fire stations annually.

431-Vehicle Replacement Charges

\$115,000

Replacement trucks from the Equipment Acquisition Fund

433-Dues and Subscriptions

\$1,000

Professional firefighter associations for officers and fire inspectors

434-Training (Conferences/Meetings)

\$10,500

Outside training for Fire Fighters and Officers to meet basic requirements and EMT Refresher for 8 firefighters.

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Fire Protection						
	E 101-42210-101 Full-Time Employees Regular	90,178.79	95,446.27	33,779.28	91,000.00	92,900.00
	E 101-42210-103 Part-Time Employees	111,341.20	101,730.39	36,799.11	116,100.00	120,800.00
	E 101-42210-125 FICA/Medicare	14,909.74	14,807.53	5,470.20	17,000.00	17,500.00
	E 101-42210-126 Deferred Compensation	2,000.00	2,000.00	769.30	2,000.00	2,000.00
	E 101-42210-127 Fire Pension Contribution-City	17,500.00	14,000.00	-	14,000.00	14,000.00
	E 101-42210-128 Fire Pension Contrib.-State	56,223.10	55,354.49	-	43,500.00	43,500.00
	E 101-42210-131 Cafeteria Contribution	12,630.46	12,847.03	5,418.30	13,000.00	13,400.00
	E 101-42210-135 Disability Insurance	890.43	396.24	396.24	1,000.00	1,000.00
	E 101-42210-151 Worker s Comp Insurance Prem	10,146.45	22,960.22	25,218.20	23,000.00	25,000.00
	E 101-42210-201 Office Supplies	537.24	635.05	297.61	1,200.00	1,200.00
	E 101-42210-203 Books/Ref. Materials/Software	-	497.75	-	1,600.00	1,600.00
	E 101-42210-211 Cleaning Supplies		223.43	7.88		
	E 101-42210-212 Motor Fuels	15,393.25	14,844.28	2,976.81	15,000.00	15,000.00
	E 101-42210-213 Lubricants and Additives	171.70	472.67	-	200.00	200.00
	E 101-42210-214 Clothing & Personal Equipment	5,729.56	7,705.39	2,372.50	12,000.00	13,700.00
	E 101-42210-215 Shop Supplies	389.95	-	423.65	800.00	500.00
	E 101-42210-217 Safety Supplies	7,918.21	4,762.60	1,857.33	4,000.00	5,000.00
	E 101-42210-219 General Operating Supplies	1,439.75	3,816.71	1,511.96	2,500.00	2,500.00
	E 101-42210-221 Motor Vehicles Parts	1,405.13	283.36	633.99	2,000.00	2,000.00
	E 101-42210-222 Tires	948.39	-	-	1,800.00	1,800.00
	E 101-42210-223 Bldg/Facility Repair Supplies	284.10	1,393.67	-	800.00	800.00
	E 101-42210-229 Equipment Parts	176.05	344.08	177.80	800.00	800.00
	E 101-42210-231 Small Tools and Minor Equip	8,809.59	14,090.71	1,980.21	6,500.00	6,500.00
	E 101-42210-306 Personnel/Labor Relations	1,269.10	1,718.65	764.24	1,400.00	1,400.00
	E 101-42210-307 Professional Services Fees	3,952.10	1,658.53	580.00	6,500.00	6,500.00
	E 101-42210-321 Telephone	7,919.08	6,425.39	2,662.70	8,000.00	10,400.00
	E 101-42210-331 Travel Expenses	-	-	-	1,000.00	-
	E 101-42210-341 Personnel Advertising	-	162.50	-	-	-
	E 101-42210-351 Printing and Duplicating	290.30	165.00	268.50	500.00	500.00
	E 101-42210-381 Electric Utilities	9,459.90	9,538.72	2,357.44	9,000.00	9,500.00
	E 101-42210-382 Gas Utilities	11,351.38	13,098.15	5,881.93	10,000.00	12,000.00
	E 101-42210-385 Refuse Removal	495.12	714.05	301.02	800.00	800.00
	E 101-42210-401 Motor Vehicle Services (Lic d)	1,658.61	3,052.98	229.00	4,000.00	3,000.00
	E 101-42210-402 Repairs/Maint Machinery/Equip	19,044.08	14,583.52	13,195.01	19,000.00	19,000.00
	E 101-42210-403 Bldgs/Facilities Repair/Maint	991.51	8,909.20	2,927.94	4,000.00	6,000.00
	E 101-42210-415 Other Equipment Rentals		580.00	-	-	-
	E 101-42210-421 Software Licensing	-	-	1,971.98	1,000.00	4,500.00
	E 101-42210-422 Auto/Misc Licensing Fees/Taxes	618.39	630.39	598.39	4,500.00	4,500.00
	E 101-42210-431 Equipment Replacement Chgs	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00
	E 101-42210-433 Dues and Subscriptions	945.00	951.00	1,014.00	1,000.00	1,000.00
	E 101-42210-434 Conferences/Meetings	10,981.32	9,452.29	9,501.54	10,500.00	10,500.00
	E 101-42210-438 Reimbursement-3rd Party Exp.	996.05	-	-		
		543,995.03	555,252.24	277,344.06	566,000.00	586,300.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 43110 – Engineering

DEPARTMENTAL PROFILE

Engineering encompasses surveys, design support, mapping, planning assistance and other general engineering activities necessary for municipal operations. Services are provided for by a consulting engineer. This department will account for costs that cannot be charged directly to developers or do not directly relate to another functional department.

DEPARTMENTAL GOALS

Provide continued assistance in further updates to the transportation plan; provide review and update services on public work standards for public works facilities and infrastructure; maintain the City's storm water management plan and continue to provide support to City staff and City customers as necessary.

EXPENDITURE DETAILS

302-Engineering Services
\$35,000
Project services and support

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Engineering						
	E 101-43110-302 Architect/Engineering Fees	28,871.26	32,798.23	6,076.76	35,000.00	35,000.00
		28,871.26	32,798.23	6,076.76	35,000.00	35,000.00



2016 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43201 – Park Maintenance

DEPARTMENTAL PROFILE

Park Maintenance is responsible for the design, construction and maintenance of city parks, trails, pavilions, docks, picnic tables, restrooms, cemeteries etc., including: 17 ball fields, 3 soccer fields, 7 pavilions, 2 skateboard parks, 1 orienteering course, 3 cemeteries, bridges, 6 tennis courts, 14 playgrounds, 6 basketball courts, cross-country ski trails, and walking trails.

DEPARTMENTAL GOALS

Continue weekly summertime safety and maintenance inspections of playgrounds and shelter buildings to ensure high quality facilities; repair/upgrade park signage as necessary; maintain 250 acres of manicured turf areas with a normal mowing cycle of every five days; upgrade and re-chip trails and 14 playgrounds; maintain park amenities; maintain trees, shrubs, and plants.

EXPENDITURE DETAILS

1a

STAFFING

4 - Maintenance Worker II

1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries

\$211,600

Provides for a 2% COLA salary increase and a STEP salary increase for one eligible employee

102-FT- Overtime

\$1,000

25 hours of overtime to staff special events such as Booster Days, National Night Out and other emergency maintenance situations including snow and ice removal

103-PT-Wages and Salaries

\$6,100

1 seasonal employee for part time help during the summer months

201-Office Supplies

\$100

Pens, paper, pencils and other consumable office supplies

211-Cleaning Supplies

\$500

Cleaning agents, paper products, brooms, brushes, etc. to maintain park facilities

212-Motor Fuels

\$18,000

Diesel and gasoline for mowers, trucks and other maintenance equipment

213-Lubricants and Additives

\$500

Oil, grease and hydraulic fluid for park maintenance equipment

214-Clothing and Personal Equipment

\$2,000

12 months of uniform rental for maintenance employees and \$150 @ for safety boots

215-Shop Materials

\$400

Materials necessary to fabricate and/or repair park equipment

216 Chemicals/Chemical products

\$2,000

Includes fertilizer, weed control, etc.; the charges represent a savings of 50% versus contracting for the service

217-Safety Supplies

\$700

Safety vests, gloves, hearing protection, safety goggles and other safety equipment

218-Welding Supplies

\$100

Welding rods, gasses and other supplies incidental to welding

219-General Operating Supplies

\$1,200

Fencing, paint, building repair materials, playground equipment, picnic tables, waste cans and computer/printer replacement used by maintenance personnel

221-Motor Vehicles Parts

\$2,100

Repair parts and maintenance items for tractors, mowers, trucks, pumps, weed whips, etc.

222-Tires

\$1,000

Replacement tires for mowers, trucks and ball field grooming equipment

223-Repair Maintenance Buildings and Facilities

\$2,500

Paint, lumber, vandalism repair supplies, and maintenance parts for irrigation systems

225-Park and Landscape Supplies

\$7,000

Black dirt, sod, seed, Ag lime, mulch, lumber for bridges, walkways, class five for parking lots, and asphalt for trails and lots

226-Signs and stripping

\$1,500

New park signs and striping of lots and handicap zones

229-Equipment Parts

\$2,000

Parts installed in-house. Includes alternators, belts, batteries, blades and small engine appurtenances

231-Small tools and minor equipment

\$1,500

Saws, shovels, hand tools, bobcat attachments, etc. for trails and parks maintenance.

306-Personnel/Labor Relations

\$300

Drug compliance testing for all CDL license holders

307-Professional Services Fees

\$600

Fee for taking Park Commission meeting minutes

321-Telephone

\$1,500

Cell phones for Park Maintenance workers

341-Advertising-Personnel

\$200

Advertising costs for vacancies created through attrition, resignation and staffing addition

342-Advertising-Legal Notices

\$100

Notices for public hearings for park grants or designations

381-Electric

\$5,000

Electric service for various parks throughout the City at pavilions and park shelters including the warming building at John Anderson Park

384-Sewer

\$300

Pumping of septic systems at Booster East and Booster West Parks and John Anderson Park

385-Refuse Removal

\$1,000

Contracted refuse removal services at all City parks and tree removal in City Parks

387-Heating Fuels/Propane

\$300

Propane for thawing graves for winter opening

401-Motor Vehicles (Licensed)

\$2,000

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

402-Equipment Services (Non-licensed)

\$2,500

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

403-Buldings and Facilities

\$3,500

Repair and maintenance services for park buildings and facilities, e.g., significant electrical work, well and septic systems, etc., when City staff are unable to make the necessary repairs

405-Park and Landscape Services

\$1,500

Landscape services that are more efficiently done by outside vendors; cemetery items, head stone maintenance, replacement, surveys and upkeep

415-Other Equipment Rentals

\$8,000

Rental of portable toilets in parks including special events such as Booster Day and National Night Out and special equipment items as needed - 7 months rental at \$1,005/month + \$965 for special events.

422-Auto/Misc Licensing Fees/Taxes

\$1,000

Tax exempt licensure for City owned vehicles. Annual assessment from Coon Lake Improvement District of City owned property adjacent to the lake.

431-Vehicle Replacement Charges

\$16,700

Park contribution to Equipment Replacement Fund for future acquisition of equipment and rolling stock

434-Conferences/Meetings

\$400

Conferences to keep staff up to date on requirements and training

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Public Works - Park Maintenance						
	E 101-43201-101 Full-Time Employees Regular	191,141.03	197,040.51	71,330.68	203,400.00	211,600.00
	E 101-43201-102 Full-Time Employees Overtime	2,530.22	2,640.23	546.72	1,000.00	1,000.00
	E 101-43201-103 Part-Time Employees	9,465.00	5,999.00	600.00	6,000.00	6,100.00
	E 101-43201-105 Employee On Call/Standby Pay	-	-	2,346.88	3,100.00	3,200.00
	E 101-43201-107 Commissions and Boards	860.00	740.00	-	1,700.00	1,700.00
	E 101-43201-122 PERA-Coordinated Plan	13,994.28	14,193.25	5,566.83	15,300.00	15,900.00
	E 101-43201-125 FICA/Medicare	18,955.44	18,987.26	7,149.09	20,200.00	21,000.00
	E 101-43201-126 Deferred Compensation	5,343.16	5,932.81	2,294.77	6,100.00	6,300.00
	E 101-43201-131 Cafeteria Contribution	42,007.90	43,388.44	18,340.00	44,000.00	45,600.00
	E 101-43201-151 Worker s Comp Insurance Prem	2,095.42	8,365.78	9,278.61	8,400.00	9,300.00
	E 101-43201-201 Office Supplies	-	-	-	100.00	100.00
	E 101-43201-211 Cleaning Supplies	573.79	365.06	35.14	500.00	500.00
	E 101-43201-212 Motor Fuels	20,956.40	19,980.07	4,185.74	18,000.00	18,000.00
	E 101-43201-213 Lubricants and Additives	134.27	119.29	122.59	500.00	500.00
	E 101-43201-214 Clothing & Personal Equipment	1,528.13	1,361.05	665.69	2,000.00	2,000.00
	E 101-43201-215 Shop Supplies	84.95	9.66	-	400.00	400.00
	E 101-43201-216 Chemicals and Chem Products	607.28	844.54	845.54	3,000.00	2,000.00
	E 101-43201-217 Safety Supplies	746.10	254.40	94.97	700.00	700.00
	E 101-43201-218 Welding Supplies	-	-	-	100.00	100.00
	E 101-43201-219 General Operating Supplies	1,117.21	1,651.39	850.19	1,200.00	1,200.00
	E 101-43201-221 Motor Vehicles Parts	79.40	2,822.24	125.36	2,100.00	2,100.00
	E 101-43201-222 Tires	146.73	627.06	-	1,000.00	1,000.00
	E 101-43201-223 Bldg/Facility Repair Supplies	3,720.33	1,901.61	5,106.49	2,500.00	2,500.00
	E 101-43201-225 Park/Landscaping Materials	8,494.07	2,084.73	2,041.34	7,000.00	7,000.00
	E 101-43201-226 Sign/Striping Repair Materials	700.72	-	-	1,500.00	1,500.00
	E 101-43201-229 Equipment Parts	3,874.65	2,887.35	2,305.24	2,000.00	2,000.00
	E 101-43201-231 Small Tools and Minor Equip	902.72	1,389.43	226.99	1,500.00	1,500.00
	E 101-43201-306 Personnel/Labor Relations	315.00	419.33	108.50	300.00	300.00
	E 101-43201-307 Professional Services Fees	624.25	529.00	104.00	600.00	600.00
	E 101-43201-321 Telephone	1,494.39	1,410.69	325.31	2,000.00	1,500.00
	E 101-43201-341 Personnel Advertising	230.00	108.00	264.00	200.00	200.00
	E 101-43201-342 Legal Notices	-	-	-	100.00	100.00
	E 101-43201-381 Electric Utilities	4,520.63	3,981.41	522.33	5,000.00	5,000.00
	E 101-43201-384 Sewer Utilities	-	-	-	300.00	300.00
	E 101-43201-385 Refuse Removal	281.75	76.59	-	1,200.00	1,000.00
	E 101-43201-387 Heating Fuels/Propane	-	180.32	-	300.00	300.00
	E 101-43201-401 Motor Vehicle Services (Lic d)	-	190.50	-	2,200.00	2,000.00
	E 101-43201-402 Repairs/Maint Machinery/Equip	2,464.66	275.10	1,123.92	2,500.00	2,500.00
	E 101-43201-403 Bldgs/Facilities Repair/Maint	4,580.14	786.50	-	3,500.00	3,500.00
	E 101-43201-405 Park & Landscape Services	476.00	323.00	-	2,000.00	1,500.00
	E 101-43201-415 Other Equipment Rentals	5,389.60	9,368.92	1,327.71	8,000.00	8,000.00
	E 101-43201-422 Auto/Misc Licensing Fees/Taxes	205.53	860.99	205.53	1,000.00	1,000.00
	E 101-43201-431 Equipment Replacement Chgs	16,700.00	16,700.00	16,700.00	16,700.00	16,700.00
	E 101-43201-434 Conferences/Meetings	555.00	345.00	-	400.00	400.00
		367,896.15	369,140.51	154,740.16	399,600.00	409,700.00



2016 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43220 – Street Maintenance

DEPARTMENTAL PROFILE

The department is responsible for maintenance of the City’s streets, roadways, storm sewer system, and right-of-ways.

DEPARTMENTAL GOALS

Snow removal from City streets within 24 hours of a 2” snow event; brush cutting and road side ditch mowing such that clear site distances of 100 feet are maintained; annual review of all streets to assess condition; sweep all streets annually; patch and crack seal streets in accordance with road maintenance plan; maintain gravel roads for proper drainage and drivability; maintain storm sewer system in accordance with NPDES plan

EXPENDITURE DETAILS

STAFFING

1 - Public Works Manager
4 - Maintenance Workers II
1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries
\$306,300
Provides for a 2% COLA salary increase and a STEP salary increase for one eligible employee

102 FT-Overtime
\$10,500
Thirty five hours per person for snow plowing

103-PT-Wages and Salaries
\$6,100
1 seasonal employee for part time help during the summer months

201 Office Supplies
\$100
Paper, pens, ink for copier and printer

211-Cleaning Supplies

\$400

Maintenance facility bathroom and break room supplies

212-Motor Fuels

\$36,000

Gasoline and diesel fuel for maintenance equipment

213-Lubricants

\$3,200

Oil, grease and hydraulic fluid for maintenance equipment

214-Clothing and Personal Equipment

\$3,000

Uniforms for maintenance employees, \$150 safety boot allowance per employee

215-Shop Supplies

\$1,200

Tape, grinding wheels, mechanic wire, paints, polishes, zip ties, nuts and bolts, electrical wire and connectors

216-Chemicals and Chemical Products

\$200

Solvents, degreasers, floor dry, oil spill absorbers, etc.

217-Safety Supplies

\$1,800

Safety vests/shirts, ear protection devices, safety glasses and goggles, gloves, chaps, caution tape, warning cones and barricades

218-Welding Supplies

\$1,000

Gases, rods, flat steel and cold rolled stock needed to make repairs and fabricate replacement items on maintenance equipment

219-General Operating Supplies

\$500

Lumber, plastic tarps, erosion control devices, lath for staking, string line, straps

221-Motor Vehicle Parts

\$7,200

Repair parts and service items installed by maintenance employees, including alternators, belts, hoses, starters, lights, mufflers, filters, etc.

222-Tires

\$4,500

Replacement tires for maintenance equipment; on average, an F-550 requires 6 tires replaced on a three year basis with an average cost of \$225 per tire and total cost of \$1,350. A single axle dump truck requires 6 truck tires @ \$300 each to be replaced on each truck every 4 years or an

annual cost of \$1,800. Replace two tractor tires @ \$600 ea. and 4 tires on a F-150 for a total cost of \$600.

223-Bldg/Facility Repair Supplies

\$500

Materials for repair to shop building and property

224-Street Maintenance Supplies

\$73,500

650 tons of salt -- \$47,100; asphalt patching material at \$8,500; culverts at \$2,500; black dirt for shoulder restoration at \$1,000 and boulevard maintenance materials at \$600; 600 tons of sand-- \$7,200; 120 tons of Class V—\$1,500

226-Signs and Striping Supplies

\$7,000

Replacement/upgrade of street signs and lane striping on MSA routes

229- Equipment Parts

\$14,000

Equipment parts purchased and installed by maintenance employees on non-licensed equipment, including alternators, belts, hoses, starters, lights, mufflers, etc.

230-Snowplow Cutting Edges

\$10,000

Replacement cutting edges for five snowplows. Includes front plow, wing, and underbody at a cost of \$2,000 per truck. An average winter will require one replacement per truck

231-Small Tools and Minor Equipment

\$2,600

Hand tools (wrenches, pliers, screwdrivers, etc.), saws, drills, grinders, shovels, lutes, and compressors

306-Personnel and Labor Relations

\$400

Drug testing for CDL enforcement

307- Professional Service Fees

\$600

Roads minutes, animal control trappers and GIS development

321- Telephone

\$3,000

Cellular phones, land lines to the maintenance facility, radio and radio repair services

341-Personnel Advertising

\$100

General advertising for positions that may open due to attrition or resignation

342- Legal Notices

\$100

Publishing overlay and Class-5 bid requests

381-Utility Services-Electric

\$20,000

Electric service for maintenance facilities, street lights and signals; projected budgeted amount is in line with historical electrical utility bills

382-Utility Service-Gas

\$7,000

Gas service for maintenance facilities

385-Utility Services-Refuse Removal

\$3,200

Refuse removal at maintenance facility and tree removal in R.O.W.

388-Utility Services-Hazardous Waste Disposal

\$500

Cleanup and disposal of hazardous waste such as meth lab debris, tires and batteries

401-Motor Vehicle Services (Licensed)

\$8,200

Contractual repairs on City owned equipment that cannot be performed in-house

402-Equipment Services (Non-licensed)

\$6,400

Contractual repairs on City owned equipment that cannot be performed in-house

403-Buldings and Facilities

\$4,000

Air filters, door sweeps, lights, rugs, hand towels, doors, HVAC, etc

404-Street Maintenance Services

\$52,000

Provides \$17,000 for crack filling and \$35,000 for Class V material

422-Auto License Fees

\$100

Tax exempt licensure required for City owned maintenance vehicles

431- Vehicle Replacement Charges

\$125,000

Funding for Street Maintenance major equipment purchases through the Equipment Replacement Fund

433-Dues and Subscriptions

\$100

Membership dues for the State contract service; permits the City to more economically purchase off of State contracts that are specified and bid by the State

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Public Works - Streets						
	E 101-43220-101 Full-Time Employees Regular	264,847.61	252,705.10	98,859.46	270,600.00	306,300.00
	E 101-43220-102 Full-Time Employees Overtime	7,848.05	16,997.48	1,783.59	10,200.00	10,500.00
	E 101-43220-103 Part-Time Employees	-	3,961.00	600.00	6,000.00	6,100.00
	E 101-43220-105 Employee On Call/Standby Pay	-	-	3,040.45	3,100.00	3,200.00
	E 101-43220-107 Commissions and Boards	900.00	840.00	-	1,700.00	1,700.00
	E 101-43220-122 PERA-Coordinated Plan	19,048.49	19,531.71	7,776.27	20,300.00	23,000.00
	E 101-43220-125 FICA/Medicare	21,545.10	22,642.52	8,600.75	26,500.00	29,900.00
	E 101-43220-126 Deferred Compensation	7,559.38	7,541.98	2,988.83	7,500.00	8,400.00
	E 101-43220-131 Cafeteria Contribution	47,971.94	48,706.76	20,632.50	49,500.00	57,000.00
	E 101-43220-151 Worker s Comp Insurance Prem	10,096.77	17,989.66	19,830.42	24,500.00	20,000.00
	E 101-43220-201 Office Supplies	213.34	191.16	97.87	100.00	100.00
	E 101-43220-211 Cleaning Supplies	853.37	757.07	280.35	400.00	400.00
	E 101-43220-212 Motor Fuels	37,742.54	35,581.92	7,848.08	36,000.00	36,000.00
	E 101-43220-213 Lubricants and Additives	3,420.68	3,648.27	702.41	3,200.00	3,200.00
	E 101-43220-214 Clothing & Personal Equipment	1,150.85	2,694.74	639.12	3,000.00	3,000.00
	E 101-43220-215 Shop Supplies	899.95	948.83	809.17	1,500.00	1,200.00
	E 101-43220-216 Chemicals and Chem Products	53.87	624.02	822.00	200.00	200.00
	E 101-43220-217 Safety Supplies	880.39	992.50	833.81	1,800.00	1,800.00
	E 101-43220-218 Welding Supplies	1,001.37	975.88	429.63	1,200.00	1,000.00
	E 101-43220-219 General Operating Supplies	860.77	487.85	78.86	500.00	500.00
	E 101-43220-221 Motor Vehicles Parts	9,830.04	9,472.41	727.82	7,200.00	7,200.00
	E 101-43220-222 Tires	6,166.49	3,047.67	4,086.22	4,500.00	4,500.00
	E 101-43220-223 Bldg/Facility Repair Supplies	1,106.51	1,197.29	529.36	500.00	500.00
	E 101-43220-224 Street Maint Materials	72,719.69	62,966.78	22,189.69	73,500.00	73,500.00
	E 101-43220-226 Sign/Striping Repair Materials	6,029.56	4,036.12	670.11	7,000.00	7,000.00
	E 101-43220-229 Equipment Parts	19,176.50	17,928.26	4,906.59	9,600.00	14,000.00
	E 101-43220-230 Snowplow Cutting Edges	-	-	577.19	10,000.00	10,000.00
	E 101-43220-231 Small Tools and Minor Equip	3,282.29	2,603.24	4,991.46	2,600.00	2,600.00
	E 101-43220-306 Personnel/Labor Relations	96.00	138.67	123.95	400.00	400.00
	E 101-43220-307 Professional Services Fees	3,447.09	1,529.00	144.00	600.00	600.00
	E 101-43220-321 Telephone	3,652.14	3,330.51	1,120.80	2,900.00	3,000.00
	E 101-43220-341 Personnel Advertising	329.00	-	64.50	100.00	100.00
	E 101-43220-342 Legal Notices	61.50	61.50	-	100.00	100.00
	E 101-43220-381 Electric Utilities	21,351.86	18,699.68	4,469.41	20,000.00	20,000.00
	E 101-43220-382 Gas Utilities	5,957.73	8,248.87	3,129.08	7,000.00	7,000.00
	E 101-43220-385 Refuse Removal	4,604.46	2,673.58	429.98	3,200.00	3,200.00
	E 101-43220-388 Hazardous Waste Disposal	-	-	-	500.00	500.00
	E 101-43220-401 Motor Vehicle Services (Lic d)	7,445.09	13,123.09	1,984.65	8,200.00	8,200.00
	E 101-43220-402 Repairs/Maint Machinery/Equip	359.63	21,496.52	1,344.12	6,400.00	6,400.00
	E 101-43220-403 Bldgs/Facilities Repair/Maint	3,292.34	8,599.78	1,420.69	4,000.00	4,000.00
	E 101-43220-404 Street Maint Services	41,100.00	35,070.90	38,411.17	52,000.00	52,000.00
	E 101-43220-415 Other Equipment Rentals	34.63	-	600.00	-	-
	E 101-43220-422 Auto/Misc Licensing Fees/Taxes	83.43	327.00	77.50	100.00	100.00
	E 101-43220-431 Equipment Replacement Chgs	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
	E 101-43220-433 Dues and Subscriptions	-	-	-	100.00	100.00
	E 101-43220-434 Conferences/Meetings	330.00	360.00	185.00	-	-
		762,350.45	777,729.32	393,836.86	813,300.00	863,500.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 45311 – Civic Events

DEPARTMENTAL PROFILE

This department accounts for funding of community events and activities.

DEPARTMENTAL GOALS

Provide funding for events that foster or promote community and pride in the City of East Bethel

EXPENDITURE DETAILS

307-Professional Services
\$2,500 for Saturday night Fireworks Display

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Civic Events						
	E 101-45311-307 Professional Services Fees	2,500.00	2,501.00	-	2,500.00	2,500.00
		2,500.00	2,501.00	-	2,500.00	2,500.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 48140 – Risk Management

DEPARTMENTAL PROFILE

Risk Management provides for the City's insurance needs, excluding workers compensation which is charged to the respective departments.

DEPARTMENTAL GOALS

Continually reassess the City's insurance needs; promptly report and follow through on all claims; regularly solicit insurance providers to ensure that the City has the most cost effective coverage in place; complete a comprehensive analysis of all of the City's coverage.

EXPENDITURE DETAILS

307-Professional Services
\$5,000
Insurance agent fees

361-General Liability Insurance
\$45,000
Includes excess liability insurance of \$1 million in addition to \$1.5 million of general liability insurance coverage.

362-Property Insurance
\$37,000
Insurance covering all property owned by the City

363-Automotive Insurance
\$13,000
Insurance for City vehicles

366-Machinery Breakdown Insurance
\$2,500

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Risk Management						
	E 101-48140-307 Professional Services Fees	6,500.00	6,500.00	6,500.00	6,500.00	5,000.00
	E 101-48140-361 General Liability Ins	45,918.00	48,617.00	40,422.00	48,600.00	45,000.00
	E 101-48140-362 Property Ins	35,697.18	38,796.00	35,309.00	38,800.00	37,000.00
	E 101-48140-363 Automotive Ins	10,963.00	13,353.00	11,554.00	13,400.00	13,000.00
	E 101-48140-366 Machinery Breakdown	1,771.00	2,156.00	2,214.00	2,200.00	2,500.00
	E 101-48140-368 Bonding Insurance	422.00	458.00	426.00	500.00	500.00
	E 101-48140-369 Other Insurance	2,096.00	927.00	842.00	1,000.00	1,000.00
		103,367.18	110,807.00	97,267.00	111,000.00	104,000.00



2016 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 49360 – Transfers Out

DEPARTMENTAL PROFILE

All transfers from the General Fund are identified and accounted for in this department. Transfers include amounts identified for Road Capital for street projects such as mill and overlay and paving projects and General Capital for general capital projects such as buildings, parking lots, etc. By creating this department, the results of operating departments will not be affected by capital spending that tends to fluctuate from year to year. Operating departments' expenditures will reflect only operating costs which should remain fairly consistent from year to year.

DEPARTMENTAL GOALS

Continued accurate tracking and oversight of all inter-fund transfers

EXPENDITURE DETAILS

932-Transfer to Building Capital Fund
\$50,000
Set aside funds for future building needs.

935-Transfer to Roads Capital Fund
\$425,000
Allocate funding for roads projects to include mill and overlay and construction.

936-Transfer to Parks Capital Fund
\$55,000
Funding for park projects such as playground equipment replacement

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Transfers						
	E 101-49360-932 Bldg Capital Transfers	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	E 101-49360-935 Street Capital Transfers	425,000.00	425,000.00	425,000.00	425,000.00	425,000.00
	E 101-49360-936 Parks Capital Transfers	75,000.00	50,000.00	50,000.00	50,000.00	55,000.00
	E 101-49360-934 Debt Fund Transfer	-	1,036,000.00	-	-	-
	E 101-49360-999 Contingency	21,600.00	-	-	-	-
	E 101-50600-938 Capital Project Fund Transfers		429.98	-	-	
		571,600.00	1,561,429.98	525,000.00	525,000.00	530,000.00

City of East Bethel
2016 Special Revenue Fund Budget (Summary)

Fund Description	Recycling	HRA	EDA	Total
Fund Number	226	230	232	
Revenue				
Levy			123,022	123,022
County Grants	31,000			31,000
Fees	2,500			2,500
Total Revenue	33,500	-	123,022	156,522
Expenditures				
Salaries and Wages	550	-		550
Supplies	750	-	-	750
Fees for Service	32,200	1,600	18,600	52,400
Future Projects			44,422	44,422
Transfer to General		25,000	60,000	85,000
Total Expenditures	33,500	26,600	123,022	183,122
Revenue over Expenditures	-	(26,600)	-	(26,600)



2015 Budget

FUND: 226 - Recycling Fund
DEPT/ACTIVITY/PROJECT: 43235 – Recycling Operations

DEPARTMENTAL PROFILE

Recycling Operations provide for the collection and disposal of recyclable waste. A grant from Anoka County provides partial funding for this service.

DEPARTMENTAL GOALS

Determine the appropriate role of the City in regard to the operation and funding of the recycling center.

REVENUE DETAILS

33600-County Grants
\$31,000

Anoka County reimbursement grant for recycling activities

34403-Recyclables Redeemed
\$2,500

The City receives revenue for receipts on its “recycling days” and users of the recycled oil receptacle are asked to donate for the service. All other revenues for aluminum, glass, newspaper, tin and glass are retained by various community groups.

EXPENDITURE DETAILS

307-Professional Services
\$12,000

Management fees for operating the recycling center

322-Postage/Delivery
\$1,700

Share of newsletter costs; delivery of recycled cardboard to the redemption center (all other recyclables’ transport costs are paid by the benefiting entity)

343-Other Advertising
\$1,500

Educational efforts to encourage participation in recycling efforts

381-Electric Utilities

\$1,600

Electrical service for the recycle building

382-Gas Utilities

\$2,500

Gas service for the recycle building

385-Refuse Removal

\$6,500

Disposal costs of non-recyclable waste left at the recycling center and from Coon Lake clean up day

388-Hazardous Waste Disposal

\$4,000

Disposal costs of non-recyclable, hazardous waste left at the recycling center

402-Repairs/Maint Machinery/Equip

\$700

Repair/maintenance/replacement of equipment

403-Bldgs/Facilities Repair/Maint

\$600

Repair and maintenance service from outside vendors when city staff is unable to make repairs

415-Other Equipment Rentals

\$900

Rental of porta-potties at the recycling center

422-Auto/Misc Licensing Fees/Taxes

\$50

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Recycling						
	E 226-43235-101 Full-Time Employees Regular	-	15,550.00	-	400.00	400.00
	E 226-43235-122 PERA-Coordinated Plan	-	1,151.23	-	50.00	50.00
	E 226-43235-125 FICA/Medicare	-	1,209.39	-	50.00	50.00
	E 226-43235-126 Deferred Compensation	-	-	-	-	-
	E 226-43235-151 Worker's Comp Insurance Prem	-	-	-	50.00	50.00
	E 226-43235-201 Office Supplies	-	36.95	-	100.00	100.00
	E 226-43235-219 General Operating Supplies	344.60	810.44	-	200.00	200.00
	E 226-43235-223 Bldg/Facility Repair Supplies	381.94	1,289.35	1,046.50	400.00	400.00
	E 226-43235-231 Small Tools and Minor Equip	-	37.99	47.91	50.00	50.00
	E 226-43235-307 Professional Services Fees	15,846.53	20,490.28	6,000.00	12,000.00	12,000.00
	E 226-43235-322 Postage/Delivery	200.00	1,030.46	197.60	1,700.00	1,700.00
	E 226-43235-331 Travel Expenses	-	27.89	21.44	150.00	150.00
	E 226-43235-343 Other Advertising	445.44	272.50	272.50	1,500.00	1,500.00
	E 226-43235-351 Printing and Duplicating	-	149.73	104.17	-	-
	E 226-43235-381 Electric Utilities	1,574.59	1,672.98	398.70	1,600.00	1,600.00
	E 226-43235-382 Gas Utilities	1,282.35	1,906.70	673.13	2,500.00	2,500.00
	E 226-43235-385 Refuse Removal	4,278.12	3,790.34	1,227.60	6,500.00	6,500.00
	E 226-43235-388 Hazardous Waste Disposal	-	-	-	4,000.00	4,000.00
	E 226-43235-402 Repairs/Maint Machinery/Equip	202.90	245.83	-	700.00	700.00
	E 226-43235-403 Bldgs/Facilities Repair/Maint	220.00	18,843.62	7,548.75	600.00	600.00
	E 226-43235-415 Other Equipment Rentals	1,576.24	814.70	350.00	900.00	900.00
	E 226-43235-422 Auto/Misc Licensing Fees/Taxes	21.29	21.29	21.29	50.00	50.00
	E 226-43235-540 Heavy Machinery	-	-	-	-	-
	E 226-43235-550 Motor Vehicles	-	-	-	-	-
		26,374.00	69,351.67	17,909.59	33,500.00	33,500.00



2016 Budget

FUND: 230 – Housing & Redevelopment Authority
DEPT/ACTIVITY/PROJECT: 23000 – Housing & Redevelopment

DEPARTMENTAL PROFILE

The City is authorized by Minnesota Statutes, Chapter 469.001 to 469.047(the ACT) to establish a Housing and Redevelopment Authority (HRA) to address;

- a) the shortage of decent, safe and sanitary dwelling accommodations available to persons of low and moderate income and their families at prices and amounts they can afford within the City of East Bethel;
- b) substandard, slum or blighted areas existing within the City of East Bethel which cannot be redeveloped without government assistance.

DEPARTMENTAL GOALS

The East Bethel Housing and Redevelopment Authority’s purpose, pursuant to Minnesota law, is to provide a sufficient supply of adequate, safe and sanitary dwellings to persons of low and moderate income and their families at prices and amounts they can afford within the City of East Bethel; to address substandard, slum or blighted areas existing with the City of East Bethel which cannot be redeveloped without government assistance.

EXPENDITURE DETAILS

303-Legal Fees

\$1,000

Contracted legal services

322-Postage

\$100

Postage costs for mailings

331-Travel Expenses

\$100

Personal auto mileage or meal reimbursement while conducting HRA business

342-Legal Notices

\$100

Publications of legal notices

434-Conferences/Training

\$300

Staff and Board members continued education

933-Transfer to City General Fund

\$25,000

Support Executive Director, Community Development Director, Finance Director, and Support Staff

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
HRA						
	E 230-23000-201 Office Supplies	-	-	-	-	-
	E 230-23000-303 Legal Fees	143.00	-	-	1,000.00	1,000.00
	E 230-23000-322 Postage	-	-	-	100.00	100.00
	E 230-23000-331 Travel Expenses	-	-	-	100.00	100.00
	E 230-23000-342 Legal Notices	-	-	-	100.00	100.00
	E 230-23000-434 Conferences/Meetings	-	270.00	275.00	300.00	300.00
	E 230-23000-933 Gen 1 Fund Reimb Transfers	15,000.00	15,000.00	25,000.00	25,000.00	25,000.00
		15,143.00	15,270.00	25,275.00	26,600.00	26,600.00



2016 Budget

FUND: 232 – Economic Development Authority
DEPT/ACTIVITY/PROJECT: 23200 – Economic Development Authority

DEPARTMENTAL PROFILE: The EDA addresses the City’s need to proactively deal with economic development, housing, and redevelopment issues within the city. It is responsible for making presentations to the EDA and City Council to facilitate their decision making. It also includes direct interaction with the business community.

DEPARTMENTAL GOALS: The East Bethel EDA goals are to assist in increasing the amounts and types of services offered within the city, help restore blighted properties by encouraging redevelopment activities, achieve commercial development, encourage development of housing with the city that is safe, diverse, and gives residents affordable options to own a home.

EXPENDITURE DETAILS

107-Commission and Boards
\$1,600

303-Legal Services
\$10,000
Contracted legal services

307-Professional Services Fees
\$5,000
Contract consulting services as required \$4,454 for Civic Plus Webhosting

331-Travel Expenses
\$400
Personal auto mileage and/or meal reimbursement while conducting EDA business

342-Legal Notices
\$200
Publication of legal notices

433-Dues and Subscriptions
\$700
Economic Development Association of Minnesota (EDAM)

434-Conferences/Training

\$700

EDAM workshops and other economic development training

xxx-Potential Costs involved with 2016 Development

\$44,422

Potential Costs involved with 2016 Development

933-Transfer to City General Fund

\$60,000

Support Executive Director, Community Development Director, and Support Staff

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
EDA						
	E 232-23200-107 Commissions and Boards	520.00	320.00	-	1,600.00	1,600.00
	E 232-23200-201 Office Supplies	60.36	-	-	200.00	-
	E 232-23200-303 Legal Fees	2,574.00	-	-	10,000.00	10,000.00
	E 232-23200-307 Professional Services Fees	35,265.50	6,178.70	136.00	5,000.00	5,000.00
	E 232-23200-321 Telephone	-	-	-	360.00	-
	E 232-23200-322 Postage/Delivery	500.00	-	-	500.00	-
	E 232-23200-331 Travel Expenses	-	-	-	400.00	400.00
	E 232-23200-342 Legal Notices	-	-	-	200.00	200.00
	E 232-23200-433 Dues and Subscriptions	407.00	415.00	-	700.00	700.00
	E 232-23200-421 Software Licensing	-	-	6,241.00	-	-
	E 232-23200-434 Conferences/Meetings	560.00	-	-	700.00	700.00
	E 232-23200-530 Improvements other than Bldgs	1,336.70	-	-	-	-
	E 232-23200-933 Gen 1 Fund Reimb Transfers	56,000.00	56,000.00	60,000.00	60,000.00	60,000.00
	E 232-23200-937 Equipment Repl Fund Transfers	81,539.99	-	-	-	-
	E 232-23200-999 Future Projects	-	-	-	43,362.00	44,422.00
		178,763.55	62,913.70	66,377.00	123,022.00	123,022.00

**City of East Bethel
2016 Debt Service Budget**

Fund Description	2013 A	2005 B	2008 A	2010	2015A	2014A	2010 C	Total
Fund Number	301	303	308	309	310	311	312	
Revenue								
Levy	128,000		180,000		504,000	330,000		1,142,000
Special Assessments			16,500		13,500			30,000
Hook Up Fees								-
Well Remediation Fees				6,000				6,000
Total Revenue	128,000	-	196,500	6,000	517,500	330,000	-	1,178,000
Expenditures								
Debt Service - Principal	90,000	60,000	135,000	3,000	190,000		695,000	1,173,000
Interest	34,000	2,000	37,000	600	399,000	188,000	31,000	691,600
Fiscal Agent Fees	1,000	1,000	1,000	-	1,000	1,000	1,000	6,000
Total Expenditures	125,000	63,000	173,000	3,600	590,000	189,000	727,000	1,870,600
Revenue over Expenditures	3,000	(63,000)	23,500	2,400	(72,500)	141,000	(727,000)	(692,600)

*2013A is the former 2005A bond--refinanced in 2013. These bonds were originally issued to fund a replacement fire station and warning sirens

*2005B were issued to fund construction of a service road west of Highway 65 between 207th and 211th Ave NE
This bond will be fully paid / defeased with the February 1, 2016 Payment

*2008A were issued to fund the cost of the Castle Towers Wastewater Treatment Plant

*2010 were issued to partially fund the construction of a new well to deliver water services to residents in Whispering Aspen

*2015A is the former 2010A--refinanced in 2015. These were issued to fund construction of water/sewer infrastructure improvements

*2014A is the former 2010B--refinanced in 2014. These were issued to fund construction of water/sewer infrastructure improvements

*2010C were issued to fund construction of water/sewer infrastructure improvements

Debt Service Schedule

	Bond Trust Callable 2/1/21	US Bank Not Callable	US Bank Callable 2/1/18	MN PFA Not Callable	Bond Trust Callable 5/1/25	Bond Trust Callable 2/1/23	US Bank Not Callable	Total
	2013A Feb/Aug	2005B Feb/Aug	2008A Feb/Aug	2010 Feb/Aug	2015A Feb/Aug	2014A Feb/Aug	2010C Feb/Aug	
	\$ 1,250,000	\$ 495,000	\$ 1,715,000	\$ 74,601	\$ 11,850,000	\$ 5,485,000	\$ 1,260,000	
	301	303	308	309	310	311	312	
Principal	90,000.00	60,000.00	135,000.00	3,000.00	190,000.00	-	695,000.00	1,173,000.00
Interest	33,900.00	1,140.00	36,722.50	535.90	398,700.00	187,675.00	30,612.50	689,285.90
Total 2016	123,900.00	61,140.00	171,722.50	3,535.90	588,700.00	187,675.00	725,612.50	1,862,285.90
Principal	90,000.00	-	140,000.00	3,000.00	105,000.00	-	565,000.00	903,000.00
Interest	31,200.00	-	31,560.00	505.90	392,800.00	187,675.00	9,746.25	653,487.15
Total 2017	121,200.00	-	171,560.00	3,505.90	497,800.00	187,675.00	574,746.25	1,556,487.15
Principal	95,000.00	-	155,000.00	4,000.00	110,000.00	-	-	364,000.00
Interest	28,425.00	-	25,660.00	475.90	388,500.00	187,675.00	-	630,735.90
Total 2018	123,425.00	-	180,660.00	4,475.90	498,500.00	187,675.00	-	994,735.90
Principal	100,000.00	-	170,000.00	4,000.00	110,000.00	230,000.00	-	614,000.00
Interest	25,500.00	-	19,160.00	435.90	384,100.00	184,225.00	-	613,420.90
Total 2019	125,500.00	-	189,160.00	4,435.90	494,100.00	414,225.00	-	1,227,420.90
Principal	100,000.00	-	175,000.00	4,000.00	120,000.00	230,000.00	-	629,000.00
Interest	22,500.00	-	12,260.00	395.90	379,500.00	177,325.00	-	591,980.90
Total 2020	122,500.00	-	187,260.00	4,395.90	499,500.00	407,325.00	-	1,220,980.90
Principal	110,000.00	-	125,000.00	4,000.00	130,000.00	180,000.00	-	569,000.00
Interest	19,350.00	-	6,260.00	355.90	374,500.00	171,175.00	-	571,640.90
Total 2021	129,350.00	-	131,260.00	4,355.90	504,500.00	351,175.00	-	1,120,640.90
Principal	110,000.00	-	10,000.00	4,000.00	180,000.00	185,000.00	-	489,000.00
Interest	16,050.00	-	3,525.00	315.90	368,300.00	165,700.00	-	553,890.90
Total 2022	126,050.00	-	13,525.00	4,315.90	548,300.00	350,700.00	-	1,042,890.90
Principal	115,000.00	-	10,000.00	4,000.00	150,000.00	200,000.00	-	479,000.00
Interest	12,675.00	-	3,055.00	275.90	361,700.00	159,925.00	-	537,630.90
Total 2023	127,675.00	-	13,055.00	4,275.90	511,700.00	359,925.00	-	1,016,630.90
Principal	120,000.00	-	10,000.00	4,000.00	205,000.00	200,000.00	-	539,000.00
Interest	9,150.00	-	2,585.00	235.90	354,600.00	154,575.00	-	521,145.90
Total 2024	129,150.00	-	12,585.00	4,235.90	559,600.00	354,575.00	-	1,060,145.90
Principal	120,000.00	-	10,000.00	4,000.00	235,000.00	210,000.00	-	579,000.00
Interest	5,550.00	-	2,115.00	195.90	345,800.00	149,337.50	-	502,998.40
Total 2025	125,550.00	-	12,115.00	4,195.90	580,800.00	359,337.50	-	1,081,998.40
Principal	125,000.00	-	10,000.00	4,000.00	290,000.00	220,000.00	-	649,000.00
Interest	1,875.00	-	1,645.00	155.90	335,300.00	143,425.00	-	482,400.90
Total 2026	126,875.00	-	11,645.00	4,155.90	625,300.00	363,425.00	-	1,131,400.90
Principal	-	-	10,000.00	4,000.00	350,000.00	225,000.00	-	589,000.00
Interest	-	-	1,175.00	115.90	324,250.00	137,025.00	-	462,565.90
Total 2027	-	-	11,175.00	4,115.90	674,250.00	362,025.00	-	1,051,565.90
Principal	-	-	10,000.00	4,000.00	420,000.00	230,000.00	-	664,000.00
Interest	-	-	705.00	75.90	312,700.00	130,200.00	-	443,680.90
Total 2028	-	-	10,705.00	4,075.90	732,700.00	360,200.00	-	1,107,680.90
Principal	-	-	10,000.00	3,589.20	480,000.00	245,000.00	-	738,589.20
Interest	-	-	235.00	35.90	299,200.00	122,462.50	-	421,933.40
Total 2029	-	-	10,235.00	3,625.10	779,200.00	367,462.50	-	1,160,522.60
Principal	-	-	-	-	555,000.00	255,000.00	-	810,000.00
Interest	-	-	-	-	283,675.00	113,712.50	-	397,387.50
Total 2030	-	-	-	-	838,675.00	368,712.50	-	1,207,387.50
Principal	-	-	-	-	665,000.00	265,000.00	-	930,000.00
Interest	-	-	-	-	264,959.38	104,612.50	-	369,571.88
Total 2031	-	-	-	-	929,959.38	369,612.50	-	1,299,571.88
Principal	-	-	-	-	750,000.00	280,000.00	-	1,030,000.00
Interest	-	-	-	-	242,850.01	95,075.00	-	337,925.01
Total 2032	-	-	-	-	992,850.01	375,075.00	-	1,367,925.01
Principal	-	-	-	-	770,000.00	295,000.00	-	1,065,000.00
Interest	-	-	-	-	218,618.76	85,012.50	-	303,631.26
Total 2033	-	-	-	-	988,618.76	380,012.50	-	1,368,631.26
Principal	-	-	-	-	790,000.00	310,000.00	-	1,100,000.00
Interest	-	-	-	-	193,268.76	74,425.00	-	267,693.76
Total 2034	-	-	-	-	983,268.76	384,425.00	-	1,367,693.76
Principal	-	-	-	-	815,000.00	320,000.00	-	1,135,000.00
Interest	-	-	-	-	166,678.13	62,600.00	-	229,278.13
Total 2035	-	-	-	-	981,678.13	382,600.00	-	1,364,278.13
Principal	-	-	-	-	840,000.00	255,000.00	-	1,095,000.00
Interest	-	-	-	-	138,750.00	51,100.00	-	189,850.00
Total 2036	-	-	-	-	978,750.00	306,100.00	-	1,284,850.00
Principal	-	-	-	-	860,000.00	265,000.00	-	1,125,000.00
Interest	-	-	-	-	110,062.50	40,700.00	-	150,762.50
Total 2037	-	-	-	-	970,062.50	305,700.00	-	1,275,762.50
Principal	-	-	-	-	885,000.00	280,000.00	-	1,165,000.00
Interest	-	-	-	-	80,062.50	29,800.00	-	109,862.50
Total 2038	-	-	-	-	965,062.50	309,800.00	-	1,274,862.50
Principal	-	-	-	-	910,000.00	295,000.00	-	1,205,000.00
Interest	-	-	-	-	48,650.00	18,300.00	-	66,950.00
Total 2039	-	-	-	-	958,650.00	313,300.00	-	1,271,950.00
Principal	-	-	-	-	935,000.00	310,000.00	-	1,245,000.00
Interest	-	-	-	-	16,362.50	6,200.00	-	22,562.50
Total 2040	-	-	-	-	951,362.50	316,200.00	-	1,267,562.50
Principal due in 2016	90,000.00	60,000.00	135,000.00	3,000.00	190,000.00	-	695,000.00	1,173,000.00
Principal due 2017 to 2040	1,085,000.00	-	845,000.00	50,589.20	11,660,000.00	5,485,000.00	565,000.00	19,690,589.20
Interest due 2016 to 2040	206,175.00	1,140.00	146,662.50	4,112.60	6,783,887.54	2,939,937.50	40,358.75	10,122,273.89
Rates	3%	2.95 - 3.8%	3.0 - 4.7%	1%	3.0 - 4.0%	3.0 - 4.0%	3.2 - 3.45%	

City of East Bethel
2016 Enterprise Fund Budget (Summary)

Fund Description	Water	Sewer	Arena	Total
Fund Number	601	602	615	
Revenue				
Sales	64,000	85,800	235,200	385,000
Connect Fees	-	100	-	100
Penalties	500	1,500	-	2,000
Total Revenue	64,500	87,400	235,200	387,100
Expenditures				
Salaries and Wages / Transfer to GF	20,000	20,000	-	40,000
Supplies	7,200	4,500	8,000	19,700
Fees for Service	12,700	75,100	155,200	243,000
Total Expenditures	39,900	99,600	163,200	302,700
Net Cash (Inflow / Outflow)	24,600	(12,200)	72,000	84,400
Depreciation				
Depreciation	275,000	292,000	72,000	639,000
Net Income	(250,400)	(304,200)	-	(554,600)



2016 Budget

FUND: 601 - Water Fund
DEPT/ACTIVITY/PROJECT: 49401 – Water Utility Operations

DEPARTMENTAL PROFILE

Water Utility Operations provide for the distribution of water to customers, the provision of proper metering equipment to measure usage and the timely reading of meters to ensure accurate billing of customers. Currently, the City owns and operates two separate water systems from four municipal wells. Wells #3 and #4, along with the water treatment facility and water tower, service the southern portion of the city. Wells #1 and #2, along with the two pressure tanks, service the Whispering Aspen development. For the water facilities servicing the Whispering Aspen Development, the number of customers is not adequate to profitably service them; the majority of expenses incurred in providing water service will not increase proportionately with an increase in customers. Additionally, in accordance with the sales agreement, the City is obligated to provide office space to the purchaser/developer of this property in the Community Center that houses the water system's control center. All utilities and maintenance costs for this building are charged to the Water Department; the developer pays none of the utility costs but has contributed to the capital improvements to the facility.

DEPARTMENTAL GOALS

Provide adequate capacity; perform required maintenance and work to facilitate the orderly implementation of service to new residents; minimize the City's losses until the number of customers is sufficient to support the costs of a water utility system. The construction of Well #2 was completed in the fall of 2010; water from both wells will be blended in order to remediate the radium content of the water supply

EXPENDITURE DETAILS

201-Office Supplies

\$100

Pens, Paper, etc.

211-Cleaning Supplies

\$100

Cleaning agents for cleaning the lab and treatment room at the water plant

216-Chemicals and Chemical Products

\$2,000

Chemicals added to the water supply for health and safety purposes

217-Safety Supplies

\$100

Safety glasses and goggles, gloves, cones and barricades

223-Bldg/Facility Repair Supplies

\$400

Miscellaneous materials for repair and maintenance of the water building

227- Utility System Supplies

\$4,000

Water supply and distribution system; valve boxes, covers, extensions and castings; install 1 new fire hydrant

231-Small Tools & Minor Equip

\$500

Tools and equipment required for the daily operation of the water treatment and distribution facilities

307-Professional Services

\$1,200

Required periodic water testing; develop plans for a water filtration system

321-Telephone

\$1,400

Communications via a land line and cell phone

381-Electric Utilities

\$5,000

Utilities for the Water Plant/Whispering Aspen Community Center

382-Gas Utilities

\$1,400

Utilities for the Water Plant/Whispering Aspen Community Center

402-Repairs/Maintenance on Machinery/Equipment

\$1,800

Repair/maintenance/replacement of fire hydrants and other equipment

403-Buildings/Facilities Repair and Maintenance

\$800

Doors, windows, exterior lighting fixtures and bathroom fixtures

407-Utility System Services

\$300

Outside repair expense for leak locates and repair or other system integrity testing that cannot be performed in-house

481-Depreciation Expense

\$275,000

933-Transfer to City General Fund

\$20,000

Support Public Works Manager and Public Works Maintenance Staff

**City of East Bethel
2016 Proposed Budget**

Water Fund	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Revenues						
	R 601-37100 Water Sales (Residential)	54,274.54	39,542.59	8,496.73	34,500.00	46,900.00
	R 601-37101 Water Sales (Commercial)		18,543.95	6,825.68	26,500.00	15,100.00
	R 601-37150 Water Connect/Reconnect Fee	-	-	-	100.00	-
	R 601-37155 Water Connection Inspection	230.00	550.00	50.00		-
	R 601-37160 Water Penalty	513.46	451.47	707.10	1,500.00	500.00
	R 601-37170 Water Meter Sales	739.97	3,720.69	471.43	500.00	2,000.00
	R 601-39203 Transfer from non-Genl Fund		22,140.40	-		-
	R 601-34410 Water Availability Charge			500.00		
Total Revenues - Water Fund		55,757.97	84,949.10	17,050.94	63,100.00	64,500.00
Expenditures						
	E 601-49401-101 Full-Time Employees Regular	12,819.48	13,005.51	4,996.91	13,600.00	-
	E 601-49401-102 Full-Time Employees Overtime	115.62	36.50	-	250.00	-
	E 601-49401-122 PERA-Coordinated Plan	937.89	947.29	374.77	1,000.00	-
	E 601-49401-125 FICA/Medicare	1,091.82	1,105.60	425.07	1,300.00	-
	E 601-49401-126 Deferred Compensation	386.54	389.28	154.41	400.00	-
	E 601-49401-131 Cafeteria Contribution	2,706.40	2,764.42	1,146.30	2,800.00	-
	E 601-49401-151 Worker s Comp Insurance Prem	144.70	569.44	652.15	650.00	-
	E 601-49401-201 Office Supplies	-	-	-	100.00	100.00
	E 601-49401-211 Cleaning Supplies	186.41	131.93	56.00	100.00	100.00
	E 601-49401-216 Chemicals and Chem Products	1,369.72	5,046.78	555.00	2,000.00	2,000.00
	E 601-49401-217 Safety Supplies	-	-	-	150.00	100.00
	E 601-49401-223 Bldg/Facility Repair Supplies	1,912.18	650.34	557.80	400.00	400.00
	E 601-49401-227 Utility Maint Supplies	911.71	-	528.17	4,000.00	4,000.00
	E 601-49401-231 Small Tools and Minor Equip	174.31	635.90	-	500.00	500.00
	E 601-49401-307 Professional Services Fees	111.64	651.94	149.28	1,200.00	1,200.00
	E 601-49401-321 Telephone	1,457.69	2,891.36	1,910.85	1,400.00	1,400.00
	E 601-49401-342 Legal Notices	218.38	-	-	200.00	200.00
	E 601-49401-381 Electric Utilities	5,127.44	11,257.09	3,663.30	5,000.00	5,000.00
	E 601-49401-382 Gas Utilities	1,228.73	1,580.30	966.08	1,400.00	1,400.00
	E 601-49401-402 Repairs/Maint Machinery/Equip	-	-	915.45	1,800.00	1,800.00
	E 601-49401-403 Bldgs/Facilities Repair/Maint	639.21	1,305.22	666.68	800.00	800.00
	E 601-49401-407 Utility System Services	-	-	-	300.00	300.00
	E 601-49401-422 Auto/Misc Licensing Fees/Taxes	53.23	53.23	64.00	-	100.00
	E 601-49401-434 Conferences/Meetings	150.00	-	871.00	500.00	500.00
	E 601-49401-481 Depreciation Expense	22,194.89	117,734.13	-	22,200.00	275,000.00
	E 601-49401-933 Gen I Fund Reimb Transfers			-		20,000.00
Total Expenditures - Water Fund		53,937.99	160,756.26	18,653.22	62,050.00	314,900.00
Net Income - Water Fund		1,819.98	(75,807.16)	(1,602.28)	1,050.00	(250,400.00)



2016 Budget

FUND: 602 - Sewer Fund
DEPT/ACTIVITY/PROJECT: 49451 – Sewer Utility Operations

DEPARTMENTAL PROFILE

Sewer Utility Operations provide for the collection of sanitary sewage through a system of gravity sewer lines, force mains, and lift stations with delivery to the Met Council Environmental Service Wastewater Treatment Facility. In 2014 the City decommissioned the wastewater treatment plant servicing the Whispering Aspen Development and the Castle Towers Manufactured Home Park.

DEPARTMENTAL GOALS

Provide adequate capacity to service customers and provide efficient collection of sanitary sewage.

EXPENDITURE DETAILS

217-Safety Supplies

\$1,000

Goggles, glasses, gloves, waders, vests, ear plugs and face shields

223-Buildings and Facilities Supplies

\$2,000

Repair materials to keep the sewer collection operational

227-Utility Maintenance Supplies

\$800

Sewer system and lift station degreasers and deodorizers and refrigerated sample supply storage unit required by the PCA

231-Small Tools and Minor Equipment

\$700

Various small tools; replacement of chemical feed pumps and regulators

307-Professional Services

\$28,000

MCES waste water treatment charges *MCES estimate on 6/12/15

3xx-Reserve Capacity Loan Payment
\$28,000

The reserve capacity loan payment is equal to the MCES waste water treatment charges

381-Electric Utilities
\$10,000

Utilities for the lift stations

383-Water Utilities
\$500

Water for the lift stations

387-Heating Fuels/Propane
\$100

Operating portable heating devices

403-Buildings/Facilities Repair and Maintenance
\$6,500

Repair services that cannot be performed in-house

481-Depreciation Expense
\$292,000

933-Transfer to City General Fund
\$20,000

Support Public Works Manager and Public Works Maintenance Staff

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Sewer Fund						
Revenues						
	R 602-37200 Sewer Sales (Residential)	69,143.03	39,137.89	4,465.24	17,700.00	24,800.00
	R 602-37201 Sewer Sales (Commercial)		8,246.60	6,568.00	30,900.00	11,300.00
	R 602-37202 Sewer Sales (Mobile)		33,757.08	23,015.80	49,700.00	49,700.00
	R 602-37255 Sewer Connection Inspection	230.00	550.00	50.00	100.00	100.00
	R 602-37260 Swr Penalty	513.42	373.08	265.31	1,500.00	1,500.00
	R 602-39203 Transfer from non-Genl Fund		5,581.05	-		
	R 602-34407 Sewer Availability Charge					
Total Revenues - Sewer Fund		69,886.45	87,645.70	34,364.35	99,900.00	87,400.00
Expenditures						
	E 602-49451-101 Full-Time Employees Regular	12,819.48	13,005.51	4,996.91	13,600.00	-
	E 602-49451-102 Full-Time Employees Overtime	470.22	255.47	-	300.00	-
	E 602-49451-122 PERA-Coordinated Plan	963.50	963.16	374.77	1,000.00	-
	E 602-49451-125 FICA/Medicare	1,115.97	1,122.09	424.99	1,300.00	-
	E 602-49451-126 Deferred Compensation	397.20	395.85	154.41	400.00	-
	E 602-49451-131 Cafeteria Contribution	2,706.24	2,764.22	1,146.20	2,800.00	-
	E 602-49451-151 Worker s Comp Insurance Prem	138.10	615.35	704.32	500.00	-
	E 602-49451-211 Cleaning Supplies	24.75	-	-	100.00	-
	E 602-49451-215 Shop Supplies	-	-	-	100.00	-
	E 602-49451-216 Chemicals and Chem Products	15,187.10	5,547.29	35.00	1,000.00	-
	E 602-49451-217 Safety Supplies	1,084.49	905.51	-	500.00	1,000.00
	E 602-49451-218 Welding Supplies	-	-	-	200.00	-
	E 602-49451-223 Bldg/Facility Repair Supplies	1,710.98	2,201.37	-	2,000.00	2,000.00
	E 602-49451-227 Utility Maint Supplies	-	3,863.96	-	800.00	800.00
	E 602-49451-231 Small Tools and Minor Equip	31.89	-	-	700.00	700.00
	E 602-49451-302 Architect/Engineering Fees	333.50	-	-	-	-
	E 602-49451-307 Professional Services Fees	6,336.61	4,365.99	-	17,000.00	28,000.00
	E 602-49451-3xx Reserve Capacity Loan Payment					28,000.00
	E 602-49451-381 Electric Utilities	13,541.58	11,278.01	1,373.42	10,000.00	10,000.00
	E 602-49451-383 Water Utilities	-	-	-	500.00	500.00
	E 602-49451-387 Heating Fuels/Propane	-	-	-	100.00	100.00
	E 602-49451-403 Bldgs/Facilities Repair/Maint	7,452.16	788.70	91.80	6,500.00	6,500.00
	E 602-49451-422 Auto/Misc Licensing Fees/Taxes	1,450.00	1,450.00	1,503.23	-	1,500.00
	E 602-49451-434 Conferences/Meetings	-	-	-	500.00	500.00
	E 602-49451-481 Depreciation Expense	23,050.37	23,050.37	-	23,100.00	292,000.00
	E 602-49451-933 Gen I Fund Reimb Transfers					20,000.00
Total Expenditures - Sewer Fund		88,814.14	72,572.85	10,805.05	83,000.00	391,600.00
Net Income - Sewer Fund		(18,927.69)	15,072.85	23,559.30	16,900.00	(304,200.00)



2016 Budget

FUND: 615 - Arena Fund
DEPT/ACTIVITY/PROJECT: 49851 – Arena Operations

DEPARTMENTAL PROFILE

Arena Operations provides for the operation of the City's ice arena.

DEPARTMENTAL GOALS

Maintain the exterior of the Arena; oversee and coordinate arena management activities; address deferred maintenance items at the facility; improve the financial performance of the Arena

EXPENDITURE DETAILS

223-Buildings & Facilities Repair and Maintenance Supplies

\$4,000

Repair and maintain Arena sign, boards, bleachers, HVAC, etc.

307-Professional Services

\$80,200

Reimburse management labor expenses for contracted Arena personnel

381-Electric Utilities

\$33,000

Electricity needs of the Arena

382-Gas Utilities

\$20,000

Natural gas heating needs of the Arena

403-Building & Facilities Repair and Maintenance Services

\$15,000

Outsourced facilities repair expense for repairs that cannot be performed by City/Arena employees

481-Depreciation

\$72,000

Depreciation on Arena and equipment

**City of East Bethel
2016 Proposed Budget**

	Account Description	2013 Actual	2014 Actual	2015 Activity 1/1/15 to 5/31/15	FY 2015 Budget	FY 2016 Proposed Budget
Arena Operations					<i>*Based on 1148 Prime hours sold at \$192 per hour</i>	<i>*Based on 1148 Prime hours sold at \$192 per hour</i>
Revenues						
	R 615-36210 Interest Earnings	2.23	56.49	81.56	-	-
	R 615-36240 Refunds/reimbursements	-	551.87	-	-	-
	R 615-37920 Vending Machine Sales	499.85	266.99	228.86	500.00	500.00
	R 615-38060 Ice Rental Revenues	191,300.28	190,840.92	68,674.72	220,500.00	220,500.00
	R 615-38062 Dry Floor Events	1,350.00	1,397.00	3,330.00	1,500.00	2,700.00
	R 615-38064 Concession Rental	2,000.00	3,000.00	-	2,000.00	2,000.00
	R 615-38065 Locker Room Rental	7,500.00	7,500.00	-	7,500.00	7,500.00
	R 615-38066 Advertising Revenue	1,450.00	2,500.00	475.00	2,000.00	2,000.00
	R 615-38067 Tower Lease Payments	68,062.68	39,065.52	-	-	-
Total Revenues - Arena		272,165.04	245,178.79	72,790.14	234,000.00	235,200.00
Expenditures						
	E 615-49851-211 Cleaning Supplies	-	508.73	121.61	-	500.00
	E 615-49851-212 Motor Fuels	1,799.89	2,491.21	936.38	2,000.00	2,000.00
	E 615-49851-219 General Operating Supplies	443.74	610.59	385.29	500.00	500.00
	E 615-49851-223 Bldg/Facility Repair Supplies	2,048.56	2,689.79	1,196.52	4,000.00	4,000.00
	E 615-49851-231 Small Tools and Minor Equip	105.81	811.75	699.60	1,000.00	1,000.00
	E 615-49851-307 Professional Services Fees	86,072.20	89,739.83	28,750.00	79,000.00	80,200.00
	E 615-49851-321 Telephone	1,503.83	942.84	74.54	1,500.00	1,000.00
	E 615-49851-342 Legal Notices	-	15.38	32.25	-	-
	E 615-49851-381 Electric Utilities	33,163.18	27,762.64	8,379.44	33,000.00	33,000.00
	E 615-49851-382 Gas Utilities	16,537.40	19,270.47	7,504.52	20,000.00	20,000.00
	E 615-49851-385 Refuse Removal	1,076.74	2,077.87	1,023.75	2,000.00	2,000.00
	E 615-49851-402 Repairs/Maint Machinery/Equip	2,318.93	1,849.33	1,374.08	3,000.00	3,000.00
	E 615-49851-403 Bldgs/Facilities Repair/Maint	6,291.52	12,071.97	3,177.65	15,000.00	15,000.00
	E 615-49851-422 Auto/Misc Licensing Fees/Taxes	230.16	570.53	155.53	1,000.00	1,000.00
	E 615-49851-433 Dues and Subscriptions	145.00	250.00	-	-	-
	E 615-49851-481 Depreciation Expense	71,894.94	71,894.94	-	72,000.00	72,000.00
	E 615-49851-530 Improvements Other Than Bldgs	-	-	27,375.00	-	-
Total Expenditures - Arena		223,631.90	233,557.87	81,186.16	234,000.00	235,200.00
Net Income - Arena		48,533.14	11,620.92	(8,396.02)	-	-

2016 Budget



FUND: 701 – Equipment Replacement Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Equipment Replacement Operations provide for the systematic funding and acquisition of major pieces of equipment necessary for City operations. Accordingly, individual department budgets will not fluctuate based on equipment acquisition activities allowing for better long-term financial analyses, benchmarking and comparisons.

DEPARTMENTAL GOALS

Compare the current and future equipment needs of the City with the current equipment inventory; set up a funding plan to ensure that these equipment needs can be met without borrowing by establishing annual departmental funding requirements that ensure funds availability when equipment is no longer economically viable

REVENUE DETAILS

39201-General Fund Allocation
\$259,700

Equipment Replacement					
Equipment Purchase Schedule					
	Inspection	Parks	Streets	Fire	Total
2016 Purchases					
Z TRACK MOWER (scheduled for 2015)		17,500.00			
Z TRACK MOWER		12,000.00			
FORD 550 1.5T CHASSIS TRUCK			62,000.00		
FELLING 18 FT TRAILER			12,000.00		
FORD L8000 REG CAB - 3000 GAL TANKER				275,000.00	
2016 Total					378,500.00
2017 Purchases					
FORD F150 4x4 (scheduled for 2012)	30,000.00				
KUBOTA (scheduled for 2015)		17,000.00			
KUBOTA W/ GROOMER		19,000.00			
J DEERE 770 BH GRADER (scheduled for 2015)			205,000.00		
CC-10 ROLLER (scheduled for 2012)			25,000.00		
2017 Total					296,000.00
2018 Purchases					
FORD F-150 2WD PICKUP			25,000.00		
FORD F-150 2WD PICKUP			25,000.00		
FELLING 18 FT TRAILER			12,000.00		
STERLING L8500 W/ CRYSTEEL BOX			188,000.00		
2018 Total					250,000.00
2019 Purchases					
CHIEF'S AUTO				25,000.00	
FORD ESCAPE 4X4	20,000.00				
T190 BOBCAT WITH LOADER, AUGER FOR SKID STEER LOADER			52,000.00		
2019 Total					97,000.00
2020 - 2024 Purchases					
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			190,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			194,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			196,000.00		
DUMP TRUCK, FALLS SNOW/WING PLOWS, SANDER			194,000.00		
SPARTAN 6 MAN CAB - 1250 PUMPER REFURBISH				50,000.00	
FIRE TANKER APPARATUS REFURBISH				30,000.00	
FORD F-550 - MINI PUMPER REFURBISH				40,000.00	
2020 - 2024 Total					894,000.00
2025 - 2029 Purchases					
FINISHING MOWER		17,000.00			
FELLING 18 FT TRAILER			12,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			194,000.00		
LOADER/BUCKET SNOW PLOW/WING			200,000.00		
SWEEPER/VAC TRUCK			180,000.00		
PICK UP			26,000.00		
FORD 550 QUICK ATTACK WITH PUMPER REFURBISH				45,000.00	
FORD 4X4 1T PU - GRASS RIG				75,000.00	
2025 - 2029 Total					749,000.00
2029 & Beyond Purchases					
VACTOR TRUCK			300,000.00		
TANDEM AXLE DUMP TRUCK, PLOW, HOIST, SANDER			250,000.00		
FIRE TANKER APPARATUS				160,000.00	
SPARTAN 6 MAN CAB - 1250 PUMPER				375,000.00	
FORD F-550 - MINI PUMPER				375,000.00	
FORD 550 QUICK ATTACK WITH PUMPER				380,000.00	
FOUR DOOR UTILITY PICK UP TRUCK				65,000.00	
SPARTAN 6 MAN CAB - 1250 PUMPER				475,000.00	
2029 & Beyond Total					2,380,000.00
Total Scheduled Purchases	50,000.00	82,500.00	2,542,000.00	2,370,000.00	5,044,500.00



2016 Budget

FUND: 401 – Building Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40100 – Building Capital Projects

DEPARTMENTAL PROFILE

The Building Capital Projects Fund accounts for general capital projects involving general government facilities.

DEPARTMENTAL GOALS

Identify and prioritize projects that would benefit the City; ensure that improvements are done to City specifications and within budget.

REVENUE DETAILS

12/31/15 Projected Ending Fund Balance
\$230,000
39201-General Fund Transfer
\$50,000

GENERAL GOVERNMENT FACILITY MANAGEMENT PLAN

City Hall / Senior Center
2241 221st Avenue NE
East Bethel, MN 55011

Fire Station #1
2751 Viking Blvd
East Bethel, MN 55011

Public Works / Fire Station #2
2375 221st Avenue NE
East Bethel, MN 55011

Fire Station #3
342 Forest Road
East Bethel, MN 55011



2016 Budget

FUND: 404 – Park Acquisition & Development Fund
DEPT/ACTIVITY/PROJECT: 40400 – Park Acquisition & Development

DEPARTMENTAL PROFILE

The Park Acquisition & Development Fund accounts for funds received from developers that are to be used for the acquisition/development of major park facilities.

DEPARTMENTAL GOALS

Identify and prioritize recreational opportunities that would benefit the residents of the City. The Fund is currently depleted due to the lack of development activity in the City.

REVENUE DETAILS

34791-Developer Park Dedication Fee

\$0

Estimated 2016 revenue; actual revenue is dependent on 2016 development activity

**Parks CIP
2016-2020
Funding Analysis**

PARK ACQUISITION AND DEVELOPMENT FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2016 Beginning Balance	\$26,028			
Park Dedication Fees		\$0		\$26,028
Skateboard Equipment Booster West			\$25,000	\$1,028
2016 Ending Balance				\$1,028
2017 Beginning Balance	\$1,028			
Park Dedication Fees		\$60,000		\$61,028
Pavilion at Norseland Manor Park			\$30,000	\$31,028
Irrigation system at Norseland Park			\$30,000	\$1,028
2017 Ending Balance				\$1,028
2018 Beginning Balance	\$1,028			
Park Dedication Fees		\$60,000		\$61,028
Fence at Norseland Manor Park			\$30,000	\$31,028
Cedar Creek Park/ Fish Lake Trail Additions			\$30,000	\$1,028
2018 Ending Balance				\$1,028
2019 Beginning Balance	\$1,028			
Park Dedication Fees		\$80,000		\$81,028
New Park Development			\$75,000	\$6,028
2019 Ending Balance				\$6,028
2020 Beginning Balance	\$6,028			
Park Dedication Fees		\$80,000		\$86,028
New Park Development			\$75,000	\$11,028
2020 Ending Balance				\$11,028
TOTAL PARK ACQUISITION AND DEVELOPMENT FUND SOURCES AND USES		\$280,000	\$295,000	
<p>Park Dedication Fees- Residential = up to 6 units/acre: 10% of land or cash equal to market value of land; 6 or more units/acre: 10% of land +1 % for each unit above 6 units/acre or cash equal to market value of land. Commercial = 5% of land or cash equal to market value of land</p>				



2016 Budget

FUND: 407 – Park Capital Fund
DEPT/ACTIVITY/PROJECT: 40700 – Park Capital Projects

DEPARTMENTAL PROFILE

The Park Capital Fund accounts for improvements to parks as part of the five-year plan Capital Improvement Plan.

DEPARTMENTAL GOALS

Implement improvements identified in the five-year plan within the authorized budget; complete improvements identified by the Parks Commission and approved by the Council

REVENUE DETAILS

39201-General Fund Transfer
\$55,000
Budgeted transfer amount.

**Parks CIP
2016-2020
Funding Analysis**

PARK CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2016 Beginning Balance	\$36,934			
Transfer From General Fund		\$55,000		\$91,934
Playground Equipment- Rod and Norma Smith Park			\$35,000	\$56,934
2016 Ending Balance				\$56,934
2017 Beginning Balance	\$56,934			\$56,934
Transfer From General Fund		\$55,000		\$111,934
Baseball field @Booster West Park			\$90,000	\$21,934
2017 Ending Balance				\$21,934
2018 Beginning Balance	\$21,934			
Transfer From General Fund		\$75,000		\$96,934
Playground Equipment Booster East			\$45,000	\$51,934
2018 Ending Balance				\$51,934
2019 Beginning Balance	\$51,934			
Transfer From General Fund		\$75,000		\$126,934
Playground Equipment Anderson Lakes			\$45,000	\$81,934
2019 Ending Balance				\$81,934
2020 Beginning Balance	\$81,934			
Transfer From General Fund		\$75,000		\$156,934
Skateboard Equipment Maynard Peterson			\$40,000	\$116,934
2020 Ending Balance				\$116,934
TOTAL PARK CAPITAL FUND SOURCES AND USES		\$335,000	\$255,000	



2016 Budget

FUND: 402 – MSA Street Construction Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

The MSA Street Construction Fund accounts for amounts received from the State to improve State Aid roads in the City of East Bethel.

DEPARTMENTAL GOALS

Procure and efficiently spend funds received to improve State Aid routes

**Street Capital Projects
2016-2020
Funding Analysis**

MUNICIPAL STATE AID FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2016 Beginning Balance	\$855,083			
Municipal State Aid Funding		\$603,199		\$1,458,282
HSIP Grant		\$500,000		\$1,958,282
Cooperative Agreement Grant		\$700,000		\$2,658,282
189th Ave/Taylor St Service Road (Phase I)			\$2,400,000	\$258,282
2016 Ending Balance				\$258,282
2017 Beginning Balance	\$258,282			
Municipal State Aid Funding		\$603,199		\$861,481
None			\$0	\$861,481
2017 Ending Balance				\$861,481
2018 Beginning Balance	\$861,481			
Municipal State Aid Funding		\$603,199		\$1,464,680
HSIP Grant		\$500,000		\$1,964,680
Cooperative Agreement Grant		\$200,000		\$2,164,680
Classic Commercial Park Service Road, South Section (Phase 2)			\$1,500,000	\$664,680
2018 Ending Balance				\$664,680
2019 Beginning Balance	\$664,680			
Municipal State Aid Funding		\$603,199		\$1,267,879
181st Ave Reconstruction			\$400,000	\$867,879
2019 Ending Balance				\$867,879
2020 Beginning Balance	\$867,879			
Municipal State Aid Funding		\$603,199		\$1,471,078
Cooperative Agreement Grant		\$300,000		\$1,771,078
East Side Service Road, South Section(Phase III)			\$1,900,000	-\$128,922
Davenport St Reconstruction			\$600,000	-\$728,922
2020 Ending Balance				-\$728,922
TOTAL MUNICIPAL STATE AID FUND SOURCES & USES		\$5,215,995	\$6,800,000	

Note: MSA Funding can be "Advanced Funded" to met certain requirements. The City can advance fund up to 4 times the construction allotment or \$3,000,000 whichever is less

A negative balance is not an indication of too many projects. It simply means the City has anticipated numerous projects and can fund this within the regulations identified by MnDOT.



2016 Budget

FUND: 406 – Street Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40600 – Street Capital Projects

DEPARTMENTAL PROFILE

The Street Capital Projects Fund accounts for amounts used for street improvement projects including reconditioning and overlays.

DEPARTMENTAL GOALS

Identify and prioritize street project needs of the City; ensure that improvements are done to City specifications and within budget; complete improvements identified by the Roads Commission and approved by the Council

REVENUE DETAILS

39201-General Fund Transfer
\$425,000
Budgeted transfer amount

**Street Capital Projects
2016-2020
Funding Analysis**

STREET CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2016 Beginning Balance	\$573,293			
Transfer from General Fund		\$425,000		\$998,293
Rendova St- Overlay			\$140,000	\$858,293
Okinawa and Tippecanoe-Overlay			\$225,000	\$633,293
209th, Austin, and 204th-Overlay			\$505,900	\$127,393
2016 Ending Balance				\$127,393
2017 Beginning Balance	\$127,393			
Transfer from General Fund		\$425,000		\$552,393
Sunny View Addition- Sealcoat			\$53,000	\$499,393
DeGardners Addition- Sealcoat			\$75,500	\$423,893
2017 Ending Balance				\$423,893
2018 Beginning Balance	\$423,893			
Transfer from General Fund		\$425,000		\$848,893
Hidden Haven West-sealcoat			\$180,000	\$668,893
Hidden Haven East-sealcoat			\$70,000	\$598,893
Cedar Brook Addition-sealcoat			\$90,000	\$508,893
2018 Ending Balance				\$508,893
2019 Beginning Balance	\$508,893			
Transfer from General Fund		\$425,000		\$933,893
181st Ave Reconstruction			\$300,000	\$633,893
2019 Ending Balance				\$633,893
2020 Beginning Balance	\$633,893			
Transfer from General Fund		\$425,000		\$1,058,893
University Ave Reconstruction			\$400,000	\$658,893
2020 Ending Balance				\$658,893
Total Street Capital Fund Sources and Uses		\$2,125,000	\$2,039,400	

2015 EBFRA Municipal Presentation

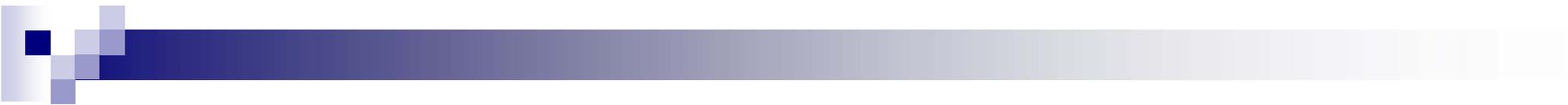


**East Bethel
Firefighters Relief
Association**



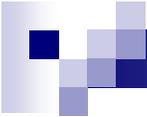
East Bethel Fire Relief 2015

- Overview of Relief Association
- Relief Association Goals
- Reason for Relief Association
- Current status
- City contribution for 2016 & beyond
- Relief Benefit levels
- Relief Association - Requests



Relief Association Overview

- Provide monetary benefit to Members who have met the requirements
- Pension is payable upon retirement when:
 - Member achieves 10 Years Of Service
 - Member attains age of 50
- Currently managed by Harmon & Hartman Investments and oversight by Relief Board



Goals of Relief Association & Trustees

- Provide pension benefit that attracts and retains volunteer firefighters
- Maintain fully-funded pension plan
- Provide retirees with accurate and timely payment of benefits
- Monitor Investment performance
- Communicate effectively with members and City Council – *no surprises!*



Relief Association Goals

- Short Term Goal
 - Maintain Self-Sufficient 110% funded plan
- Long Term Goal
 - Payout of \$100,000 after 20 years of service
 - Benefit Level of \$5000/YOS

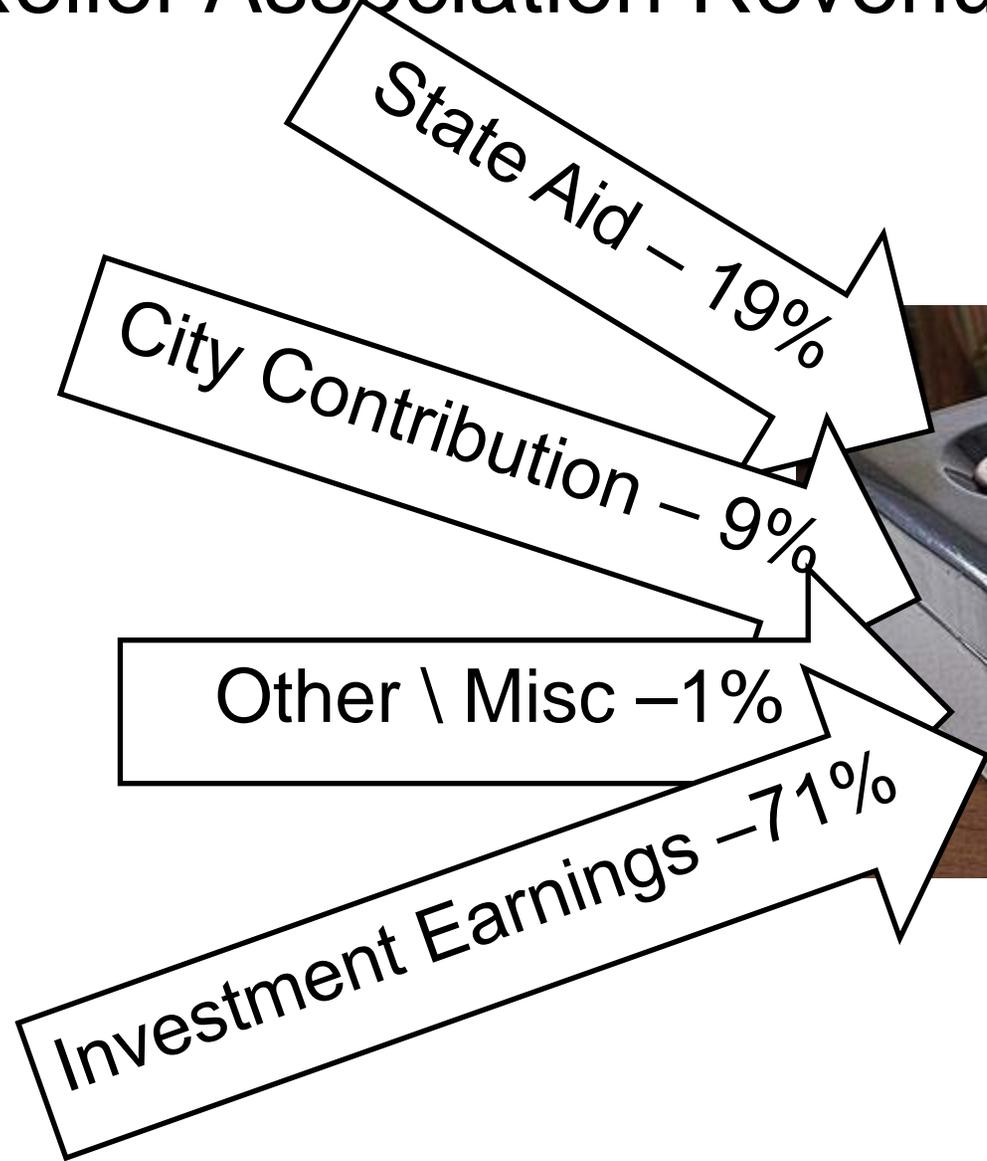


Experienced firefighter retention

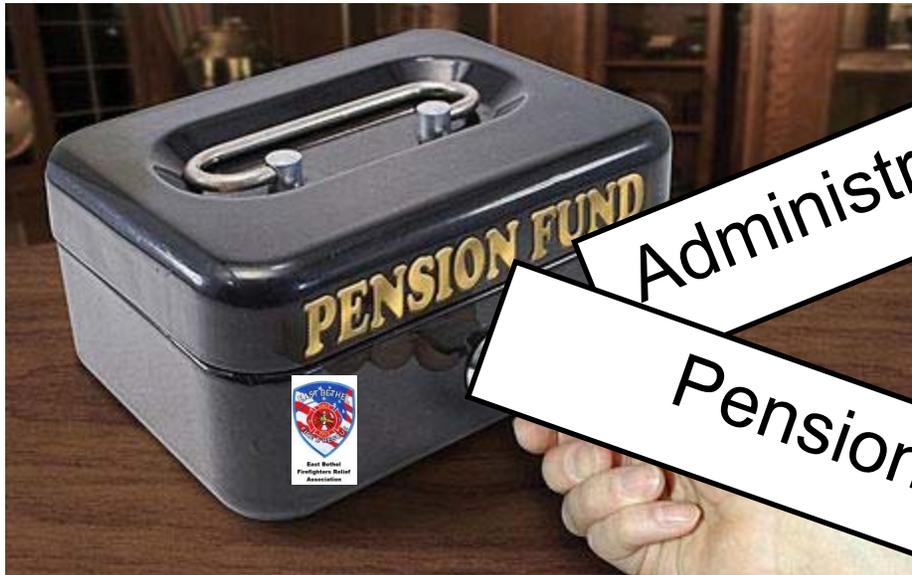
- Retention is Important to EBFD & City of East Bethel
 - EBFD RA has 17 members that are vested
 - This includes 47% of the department
 - This includes over 316 years of experience
 - This includes 82% of the total department Years of Experience
 - This includes numerous key leadership positions
 - This includes 89% of the department officers

- It takes about 3 years for new recruits to be fully trained and experienced enough to operate confidently at emergency situations.
 - Limits the ability to use new recruits to cover shifts.

Relief Association Revenue Sources



Relief Association Outflows



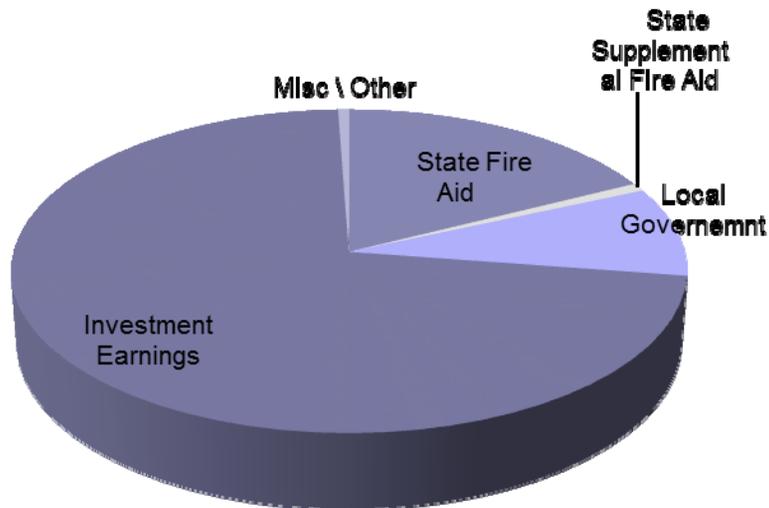
Administration ~ \$10K

Pension ~ varies

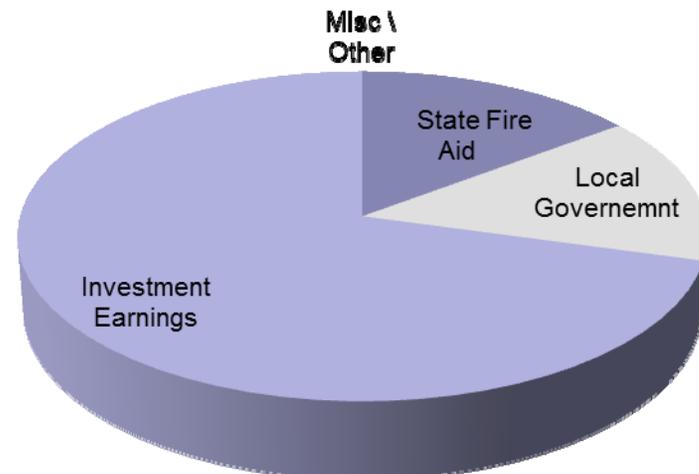


Relief Association Revenue Sources 2009

**Revenue 2009 by %
All MN RA's**



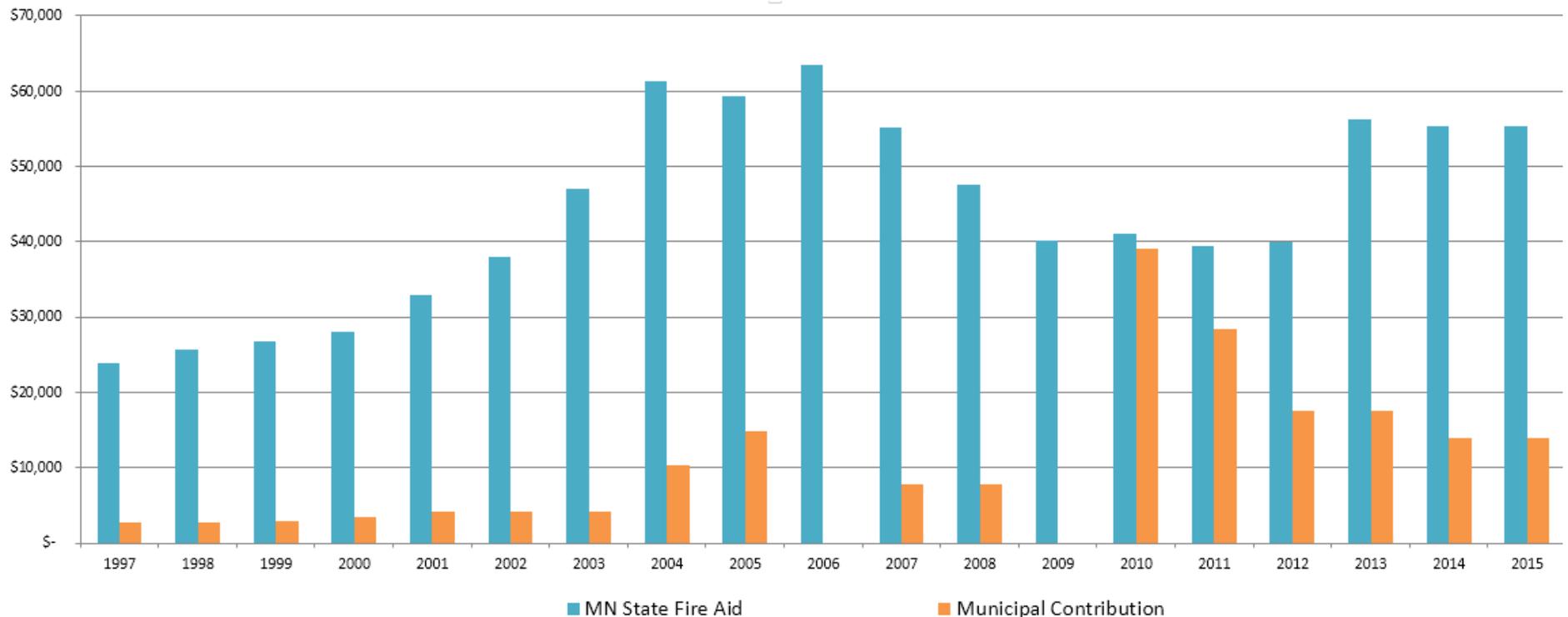
**Revenue 2009 by %
EBFD**



**Source: Data provided by the Office of the State Auditor, 2009 Investment Disclosure Report*

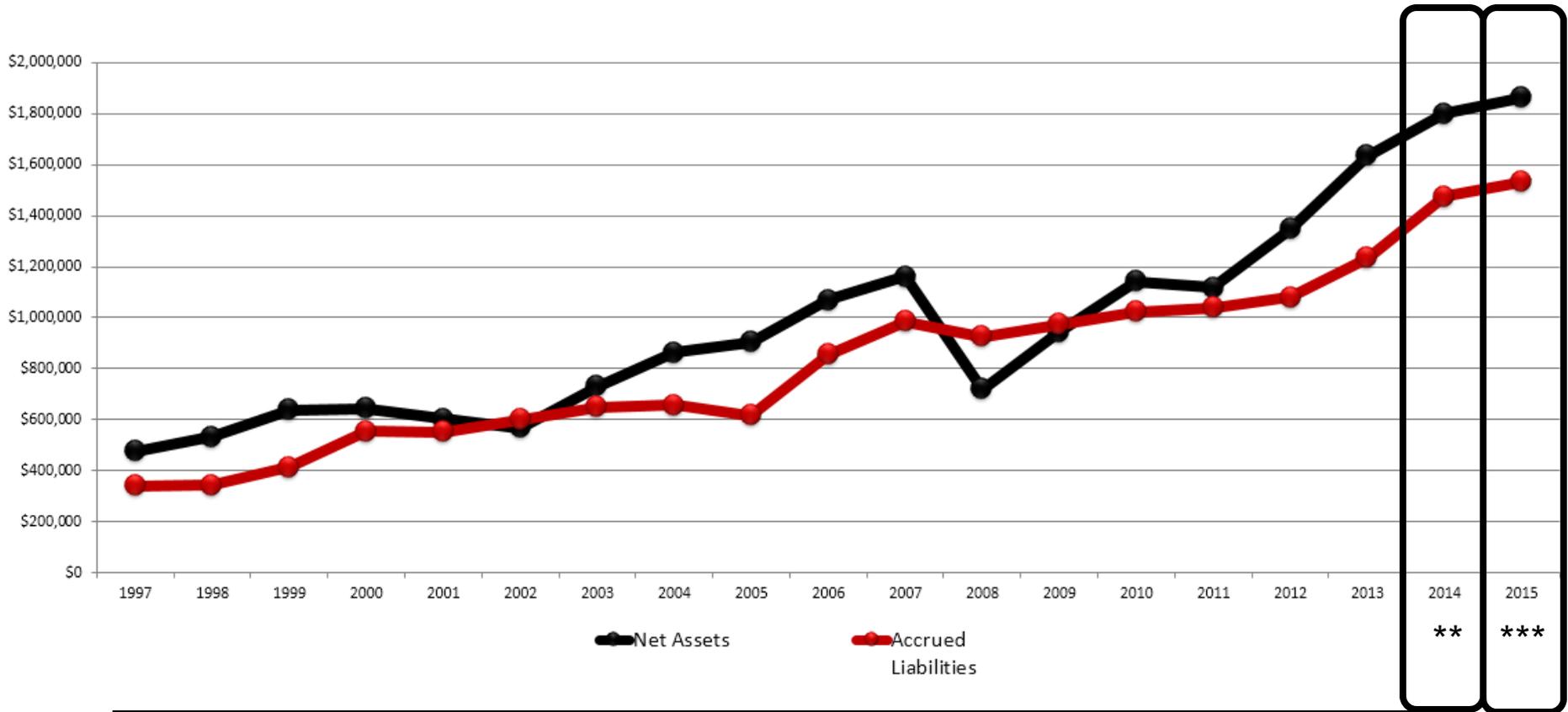
State and City Contributions

- State aid has been increasing
- City aid recently has been consistent



*Note 2010 & 2011 Municipal Contributions were Mandatory

History of Results*



*Source: Data provided by the Office of the State Auditor, 2013 Financial and Investment Report

**Source: Actual Data from SC-15 report that was sent to the state auditor 6-2015

***Source: Prediction based on 3.5 ROR & no change in benefit level

2015 Maximum Benefit Worksheet (MBW-15)

Plan Name: East Bethel Fire Relief Association

Plan Type: Lump Sum

Enter data in columns A, B, C and D for each year requested.

	A	B	C	D	E
	Fire State Aid and Supplemental State Aid	Municipal Contribution	10% of Surplus *	Active Members in Relief Association	Per Year Average [(A + B + C) / D]
	<small>(From RF-14)</small>	<small>(From RF-14)</small>	<small>(SC-14 or Actuarial)</small>	<small>(From RF-14)</small>	
2014	55,354	14,000	40,143	36	3,042
	<small>(From RF-13)</small>	<small>(From RF-13)</small>	<small>(SC-13 or Actuarial)</small>	<small>(From RF-13)</small>	
2013	56,223	17,500	23,486	38	2,558
	<small>(From RF-12)</small>	<small>(From RF-12)</small>	<small>(SC-12 or Actuarial)</small>	<small>(From RF-12)</small>	
2012	39,896	17,500	11,632	35	1,972

* If deficit for the year, leave blank.

Average available financing per active member for the most recent 3-year period:

(sum of column E divided by 3)

2,524

Maximum Lump Sum Benefit Level under Minn. Stat. § 424A.02, subd. 3

4,600

EBFRA Prediction from last year:

Form SC-14 East Bethel Fire Relief Association

Page 4

Calculation of Normal Cost

	2014	2015
Total Active Member Liabilities	1,240,056	1,360,440
Total Deferred Member Liabilities	96,320	96,320
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A. 1,336,376	B. 1,456,760
Normal Cost (Cell B minus Cell A)		C. 120,384

Projection of Net Assets for Year Ending December 31, 2014

Special Fund Assets at December 31, 2013 (RF-13 ending assets) 1 1,634,161

Projected Income for 2014

State Fire Aid (regular state fire aid and supplemental state aid)	D.	56,223
Municipal / Independent Fire Dept. Contributions	E.	14,000
Interest / Dividends	F.	0
Appreciation / (Depreciation)	G.	57,316
Member Dues (If deposited in Special Fund)	H.	0
Other Revenues	I.	0
Total Projected Income for 2014 (Add Lines D through I)	2	127,539

EBFRA Actual 2014 Income: \$168,644



EBFRA Prediction for next year:

Form SC-15 East Bethel Fire Relief Association

Page 4

Calculation of Normal Cost

	2015	2016	
Total Active Member Liabilities	1,435,600	1,568,720	
Total Deferred Member Liabilities	96,320	96,320	
Total Unpaid Installments	0	0	
Grand Total Special Fund Liability	A. 1,531,920	B. 1,665,040	
Normal Cost (Cell B minus Cell A)			C. 133,120

Projection of Net Assets for Year Ending December 31, 2015

Special Fund Assets at December 31, 2014 (RF-14 ending assets) 1 1,798,055

Projected Income for 2015

Fire State Aid (2014 fire state aid may be increased by up to 3.5%)	D. 55,354
Supplemental State Aid (actual 2014 supplemental state aid)	E. 10,784
Municipal / Independent Fire Dept. Contributions	F. 14,000
Interest / Dividends	G. 62,936
Appreciation / (Depreciation)	H. 0
Member Dues	I. 0
Other Revenues	J. 0
Total Projected Income for 2015 (Add Lines D through J)	2 143,074

Keep Benefit at \$4000 / YOS

Projection of Surplus or (Deficit) as of December 31, 2015

Projected Assets (Line 4)	5	1,930,181
2015 Accrued Liability (Page 4, cell A)	6	1,531,920
Surplus or (Deficit) (Line 5 minus Line 6)	7	398,261

- Will be 126% funded
- \$0 Fiscal impact on City

Increase Benefit to \$4300 / YOS

Projection of Surplus or (Deficit) as of December 31, 2015

Projected Assets (Line 4)	5	1,930,181
2015 Accrued Liability (Page 4, cell A)	6	1,639,590
Surplus or (Deficit) (Line 5 minus Line 6)	7	290,591

- Will still be 118% funded
- \$0 Fiscal impact on City



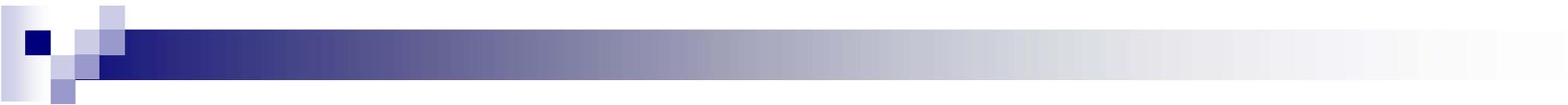
Community Outreach

- In addition to providing Fire & Rescue services to the citizens of East Bethel:
- Fire Explorers
- Retirees
- Fire Safety program at the local Schools
- Heart Safe
- Charter org for Cub Scout Pack 387
- Fire Auxiliary
- First Aid training – Boy Scouts\Cub Scouts\BMX group
- Support East Bethel Royalty
- Support East Bethel Seniors



EBFRA Request

- We are requesting the Council approve an increase in benefit level
 - Ratify updated Relief Association bylaws to Raise Benefit from \$4000 to \$4300 / YOS
 - Portfolio can support
- Continue Municipal Contribution of \$14,000 for 2016



Summary

- 2014 – 2015YTD maintained our goal of 110% Funded status
- To maintain this goal, we need:
 - Healthy Investments
 - Prudent yet competitive Benefit Levels
 - Consistent City Contributions



Thank You!

Troy Lachinski

763.350.9060

yordestine@gmail.com

EBFRA 2015 Special Fund Performance What-If Scenerios

Benefit Level	2015 ROR%	Assets	Liability	Surplus\Deficit	Funded %
\$ 4,000	3.5%	\$ 1,930,181	\$ 1,531,920	\$ 398,261	126%
\$ 4,100	3.5%	\$ 1,930,181	\$ 1,567,810	\$ 362,371	123%
\$ 4,200	3.5%	\$ 1,930,181	\$ 1,603,700	\$ 326,481	120%
\$ 4,300	3.5%	\$ 1,930,181	\$ 1,639,590	\$ 290,591	118%
\$ 4,400	3.5%	\$ 1,930,181	\$ 1,675,480	\$ 254,701	115%
\$ 4,500	3.5%	\$ 1,930,181	\$ 1,711,370	\$ 218,811	113%
\$ 4,600	3.5%	\$ 1,930,181	\$ 1,747,260	\$ 182,921	110%
\$ 62,963					

Benefit Level	2015 ROR%	Assets	Liability	Surplus\Deficit	Funded %
\$ 4,000	0.0%	\$ 1,867,218	\$ 1,531,920	\$ 335,298	122%
\$ 4,100	0.0%	\$ 1,867,218	\$ 1,567,810	\$ 299,408	119%
\$ 4,200	0.0%	\$ 1,867,218	\$ 1,603,700	\$ 263,518	116%
\$ 4,300	0.0%	\$ 1,867,218	\$ 1,639,590	\$ 227,628	114%
\$ 4,400	0.0%	\$ 1,867,218	\$ 1,675,480	\$ 191,738	111%
\$ 4,500	0.0%	\$ 1,867,218	\$ 1,711,370	\$ 155,848	109%
\$ 4,600	0.0%	\$ 1,867,218	\$ 1,747,260	\$ 119,958	107%
0					

Benefit Level	2015 ROR%	Assets	Liability	Surplus\Deficit	Funded %
\$ 4,000	-3.5%	\$ 1,804,255	\$ 1,531,920	\$ 272,335	118%
\$ 4,100	-3.5%	\$ 1,804,255	\$ 1,567,810	\$ 236,445	115%
\$ 4,200	-3.5%	\$ 1,804,255	\$ 1,603,700	\$ 200,555	113%
\$ 4,300	-3.5%	\$ 1,804,255	\$ 1,639,590	\$ 164,665	110%
\$ 4,400	-3.5%	\$ 1,804,255	\$ 1,675,480	\$ 128,775	108%
\$ 4,500	-3.5%	\$ 1,804,255	\$ 1,711,370	\$ 92,885	105%
\$ 4,600	-3.5%	\$ 1,804,255	\$ 1,747,260	\$ 56,995	103%
\$ (62,963)					

Benefit Level	2015 ROR%	Assets	Liability	Surplus\Deficit	Funded %
\$ 4,000	-7.0%	\$ 1,741,292	\$ 1,531,920	\$ 209,372	114%
\$ 4,100	-7.0%	\$ 1,741,292	\$ 1,567,810	\$ 173,482	111%
\$ 4,200	-7.0%	\$ 1,741,292	\$ 1,603,700	\$ 137,592	109%
\$ 4,300	-7.0%	\$ 1,741,292	\$ 1,639,590	\$ 101,702	106%
\$ 4,400	-7.0%	\$ 1,741,292	\$ 1,675,480	\$ 65,812	104%
\$ 4,500	-7.0%	\$ 1,741,292	\$ 1,711,370	\$ 29,922	102%
\$ 4,600	-7.0%	\$ 1,741,292	\$ 1,747,260	\$ (5,968)	100%
\$ (125,926)					

Updated 6-29-2015 - YTD ROR = 2.27%



City of East Bethel City Council Work Meeting Agenda Information

Date:

July 8, 2015

Agenda Item Number:

Item 4.0 A.

Agenda Item:

Central Avenue (Hwy 65 Service Road) Utility Extension

Requested Action:

Discuss a request for Water and Sewer Extension from 18511 to 18429 Central Avenue

Background Information:

An interest has been expressed to extend water and sewer service south on Central Ave. from the NACE building to Snap Fitness. The initial estimated cost for this extension is projected to be \$115,487 for the minimum benefit (lines sized to service only the four properties identified in the attachment) and \$175,527 for larger lines that would include the trunk costs (lines sized to service the future project area). The difference between these two costs, \$60,040, is the charge to upsize the line for future service extensions.

The businesses served by the extension would be NACE, the Tattoo Shop, Route 65 Discount Liquor and Snap Fitness. Formulas for each individual share are yet to be determined.

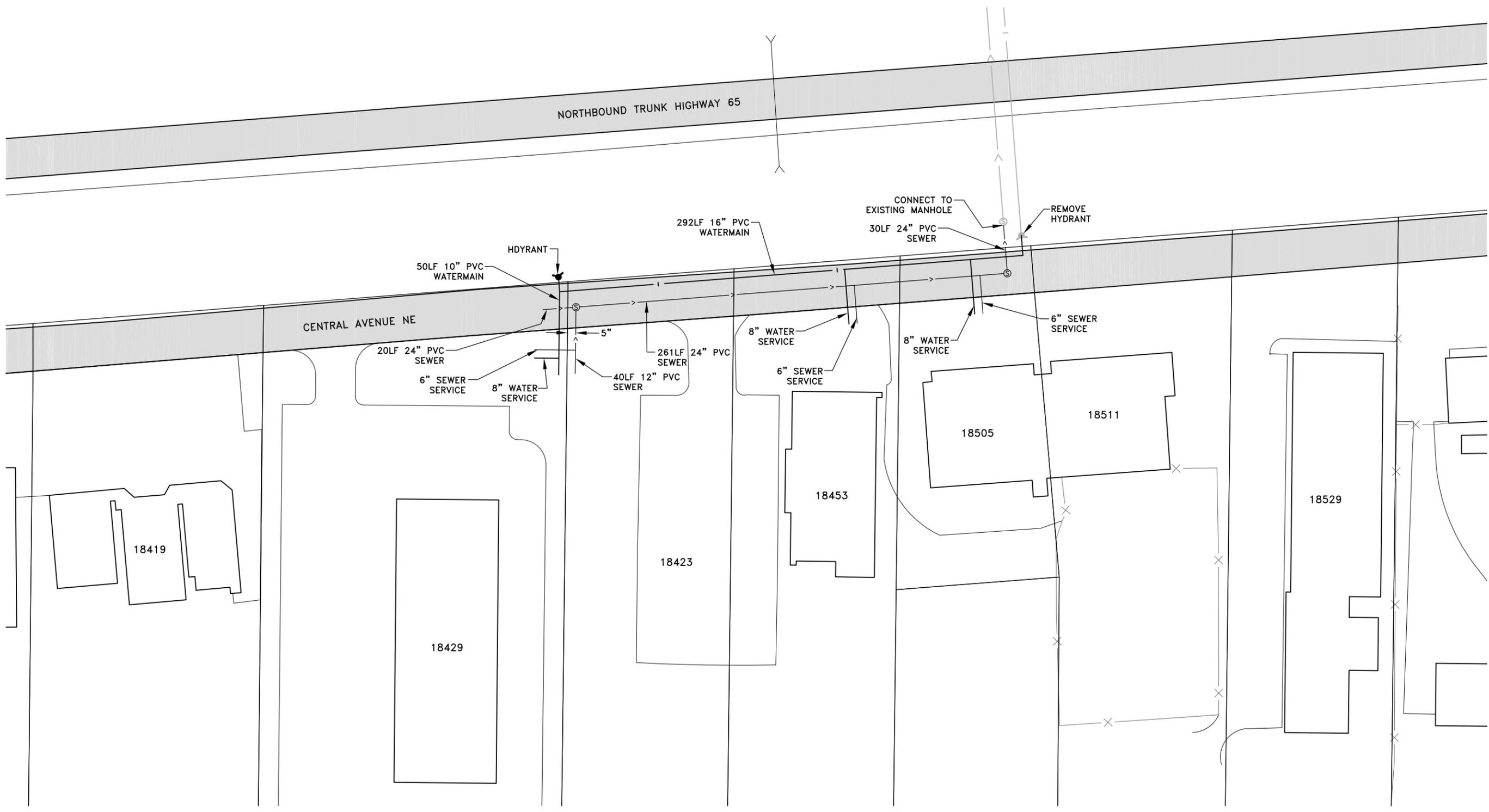
Staff is seeking direction from Council as to any interest in offering the extension of the service with one consideration based on \$115,487 being paid by the users of the extension and \$60,040 being absorbed by the City as the trunk costs.

Attachments:

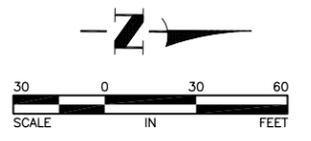
Attachment 1 - Site and Project Location Map

Attachment 2 - Minimum Service and Trunk Costs

Jun 17, 2015 - 2:25pm K:\cad_eng\PROJECTS\MUNICIPAL\EB606\dwg\EB606-EAST SERVICE EXTENSION.dwg



- LEGEND**
- >—>—> PROPOSED SANITARY SEWER
 - ⊙ PROPOSED SANITARY SEWER MANHOLE
 - |—|—|—| PROPOSED WATERMAIN
 - ⌒ PROPOSED HYDRANT
 - — — — — PROPERTY LINE



GENERAL NOTES:
 1. PROPERTY LINES ARE FROM THE ANOKA COUNTY GIS DATABASE AND ARE CONSIDERED APPROXIMATE.

DATE	REVISION

DESIGNED BY:
TAE
 DRAWN BY:
TAE
 CHECKED BY:
CJJ

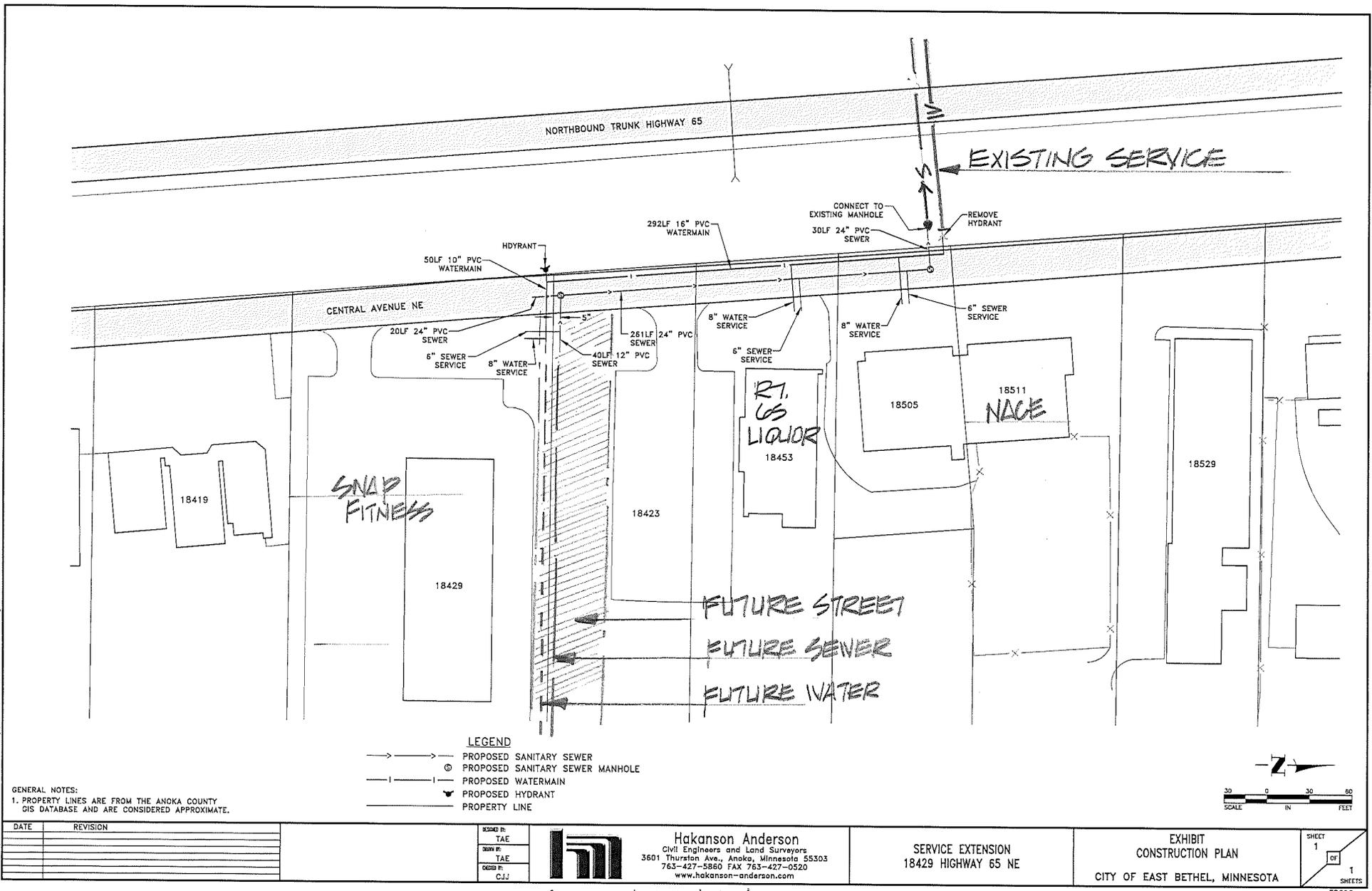


Hakanson Anderson
 Civil Engineers and Land Surveyors
 3601 Thurston Ave., Anoka, Minnesota 55303
 763-427-5860 FAX 763-427-0520
 www.hakanson-anderson.com

**SERVICE EXTENSION
 18429 HIGHWAY 65 NE**

**EXHIBIT
 CONSTRUCTION PLAN
 CITY OF EAST BETHEL, MINNESOTA**

SHEET
1
OF
1
SHEETS
EB606



JUN 17, 2015 2:25 PM
 X:\PROJECTS\18429 HIGHWAY 65 NE\18429 HIGHWAY 65 NE\18429-HIGHWAY 65-SEWER-EXTENSION.dwg

ATTACHMENT 1-A

**ESTIMATE - MINIMUM SERVICE SIZE
EXTENSION OF SERVICES TO OSBORNE PROPERTY
CITY OF EAST BETHEL**

Schedule "A" - Removals

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Remove Bituminous Pavement	SQ FT	\$1.16	7,200	\$8,352
2	Private Utility Removal, Relocation, Support	ALLOWANCE	\$5,000.00	1	\$5,000
Total Schedule "A" - Removals					\$13,352

Schedule "B" - Sanitary Sewer

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Core Drill Existing Manhole	EACH	\$2,500.00	1	\$2,500
2	48" Diameter Manhole	LIN FT	\$375.00	22	\$8,250
3	48" Diameter Manhole Buoyancy Collar	EACH	\$430.00	2	\$860
4	8" PVC SDR 35 Sewer Pipe (10-15')	LIN FT	\$25.00	351	\$8,775
5	6" PVC SDR 26 Service Pipe	LIN FT	\$19.00	75	\$1,425
6	6" PVC SDR 26 Service Riser	LIN FT	\$15.00	30	\$450
7	24" X 6" PVC SDR 26 Wye	EACH	\$200.00	3	\$600
8	Dewatering (10-15')	LIN FT	\$30.00	351	\$10,530
9	Sanitary Sewer Standard Casting	EACH	\$280.00	2	\$560
10	Chimney Seal	EACH	\$252.00	2	\$504
11	Manhole Marker Sign	EACH	\$57.00	1	\$57
Total Schedule "B" - Sanitary Sewer					\$34,511

Schedule "C" - Watermain

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Connect to Existing Watermain	EACH	\$1,000.00	1	\$1,000
2	8" PVC C905 DR 21 Watermain	LIN FT	\$28.00	342	\$9,576
3	6" PVC C900 DR 18 Water Service	LIN FT	\$22.00	80	\$1,760
4	6" PVC C900 DR 18 Hydrant Lead	LIN FT	\$22.00	10	\$220
5	6" Gate Valve	EACH	\$1,100.00	1	\$1,100
6	8" Butterfly Valve	EACH	\$1,500.00	2	\$3,000
7	Hydrant	EACH	\$3,320.00	1	\$3,320
8	Hydrant Extension	LIN FT	\$500.00	1	\$500
9	Watermain Fittings	POUND	\$5.00	500	\$2,500
Total Schedule "C" - Watermain					\$22,976

Schedule "D" - Street

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Common Excavation	CU YD	\$8.00	220	\$1,760
2	Subgrade Preparation	SQ YD	\$0.70	833	\$583
3	Aggregate Base Class 5	TON	\$15.50	220	\$3,410
4	Type MV 3 Bituminous Wearing Course Mixture (B)	TON	\$71.00	120	\$8,520
5	6" Concrete Driveway Pavement	SQ YD	\$54.00	40	\$2,160

Total Schedule "D" - Street and Storm Sewer \$16,433

Schedule "E" - Erosion Control and Restoration

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Silt Fence, Type Machine Sliced	LIN FT	\$1.80	600	\$1,080
2	Rock Construction Entrance	EACH	\$800.00	2	\$1,600
3	Erosion Control Blanket Category 3	SQ YD	\$1.25	200	\$250
4	Topsoil Borrow (LV)	CU YD	\$13.75	50	\$688
5	Turf Establishment	ACRE	\$3,000.00	0.5	\$1,500

Total Schedule "E" - Erosion Control and Restoration \$5,118

Total Schedule "A" - Removals	\$13,352
Total Schedule "B" - Sanitary Sewer	\$34,511
Total Schedule "C" - Watermain	\$22,976
Total Schedule "D" - Street and Storm Sewer	\$16,433
Total Schedule "E" - Erosion Control and Restoration	\$5,118
Total Estimated Construction Cost	\$92,390
Overhead & Contingency (25%)	\$23,097
Total Estimated Project Cost	<u>\$115,487</u>

**ESTIMATE - TRUNK
EXTENSION OF SERVICES TO OSBORNE PROPERTY
CITY OF EAST BETHEL**

Schedule "A" - Removals

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Remove Bituminous Pavement	SQ FT	\$1.16	7,200	\$8,352
2	Private Utility Removal, Relocation, Support	ALLOWANCE	\$5,000.00	1	\$5,000
Total Schedule "A" - Removals					\$13,352

Schedule "B" - Sanitary Sewer

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Core Drill Existing Manhole	EACH	\$2,500.00	1	\$2,500
2	48" Diameter Manhole	LIN FT	\$375.00	44	\$16,500
3	48" Diameter Manhole Buoyancy Collar	EACH	\$430.00	2	\$860
4	12" PVC SDR 35 Sewer Pipe (15-20')	LIN FT	\$38.00	40	\$1,520
5	24" PVC PS 115/CCFRPM SN 72 (20-25')	LIN FT	\$90.00	311	\$27,990
6	6" PVC SDR 26 Service Pipe	LIN FT	\$19.00	75	\$1,425
7	6" PVC SDR 26 Service Riser	LIN FT	\$15.00	30	\$450
8	24" X 6" PVC SDR 26 Wye	EACH	\$200.00	3	\$600
9	Dewatering (20-25')	LIN FT	\$55.00	351	\$19,305
10	Sanitary Sewer Standard Casting	EACH	\$280.00	2	\$560
11	Chimney Seal	EACH	\$252.00	2	\$504
12	Manhole Marker Sign	EACH	\$57.00	1	\$57
Total Schedule "B" - Sanitary Sewer					\$72,271

Schedule "C" - Watermain

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Connect to Existing Watermain	EACH	\$1,000.00	1	\$1,000
2	10" PVC C900 DR 21 Watermain	LIN FT	\$30.00	50	\$1,500
3	16" PVC C905 DR 21 Watermain	LIN FT	\$44.00	292	\$12,848
4	6" PVC C900 DR 18 Water Service	LIN FT	\$22.00	80	\$1,760
5	6" PVC C900 DR 18 Hydrant Lead	LIN FT	\$22.00	10	\$220
6	6" Gate Valve	EACH	\$1,100.00	1	\$1,100
7	16" Butterfly Valve	EACH	\$3,000.00	2	\$6,000
8	Hydrant	EACH	\$3,320.00	1	\$3,320
9	Hydrant Extension	LIN FT	\$500.00	1	\$500
10	Watermain Fittings	POUND	\$5.00	1,000	\$5,000
Total Schedule "C" - Watermain					\$33,248

Schedule "D" - Street

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Common Excavation	CU YD	\$8.00	220	\$1,760
2	Subgrade Preparation	SQ YD	\$0.70	833	\$583
3	Aggregate Base Class 5	TON	\$15.50	220	\$3,410
4	Type MV 3 Bituminous Wearing Course Mixture (B)	TON	\$71.00	120	\$8,520
5	6" Concrete Driveway Pavement	SQ YD	\$54.00	40	\$2,160
Total Schedule "D" - Street and Storm Sewer					\$16,433

Schedule "E" - Erosion Control and Restoration

Item No.	Description	Unit	Unit Cost	Estimated Quantity	Estimated Cost
1	Silt Fence, Type Machine Sliced	LIN FT	\$1.80	600	\$1,080
2	Rock Construction Entrance	EACH	\$800.00	2	\$1,600
3	Erosion Control Blanket Category 3	SQ YD	\$1.25	200	\$250
4	Topsoil Borrow (LV)	CU YD	\$13.75	50	\$688
5	Turf Establishment	ACRE	\$3,000.00	0.5	\$1,500
Total Schedule "E" - Erosion Control and Restoration					\$5,118

Total Schedule "A" - Removals	\$13,352
Total Schedule "B" - Sanitary Sewer	\$72,271
Total Schedule "C" - Watermain	\$33,248
Total Schedule "D" - Street and Storm Sewer	\$16,433
Total Schedule "E" - Erosion Control and Restoration	\$5,118
Total Estimated Construction Cost	\$140,422
Overhead & Contingency (25%)	\$35,105
Total Estimated Project Cost	\$175,527



City of East Bethel City Council Work Meeting Agenda Information

Date:

July 8, 2015

Agenda Item Number:

Item 4.0. B

Agenda Item:

2016 Fee Schedule Amendment

Requested Action:

Discuss amending the 2016 Fee Schedule - Residential Parks Dedication Fee

Background Information:

Our Current Residential Parks Dedication Fee is:

- Up to 6 units/acre: 10% of land or cash = to market value of land;
- 6 or more units/acre: 10% of land = 1% for each unit over 6 units per acre or cash = to market value of land.
- In no event shall the cash in lieu of land payment exceed \$6,000.00 per residential unit.

Residential Park Dedication Fees for neighboring Cities are as follows:

<u>Cambridge</u>	<u>Oak Grove</u>	<u>St. Francis</u>	<u>Isanti</u>	<u>Columbus</u>	<u>Ham Lake</u>
\$1,600/lot	\$2,000/lot	\$2,500/lot	\$1,500/lot	\$1,525/lot	\$2,500/lot*

*Ham Lake does utilize percentages of land value but their maximum costs are \$2,500/lot

In relation to the Residential Park Dedication Fees of other surrounding Cities, Council may wish to consider amending our fees for this requirement.

Another consideration that may be appropriate for review would be the charge for Residential Park Dedication Fees for Metes and Bounds Subdivisions. Our current schedule does not differentiate this type of subdivision of land from platted developments. Metes and Bounds subdivisions involve only two lots and the cost per lot for these fees becomes disproportionate to platted divisions of land in which there are a larger number of lots over which to spread the costs. This may be another issue that Council may desire to consider.

Attachments:

Attachment 1 - Comparative Fee Schedule

City of East Bethel
2015 Fee Schedule

UTILITY OPERATION FEES	
Water and Sewer - Access Charges	
WATER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$500
SEWER SYSTEM ACCESS CHARGE-WHISPERING ASPEN	\$3,350
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$2,850
WATER SYSTEM ACCESS CHARGE-NON-WHISPERING ASPEN	\$3,600
SEWER SYSTEM ACCESS CHARGE-NON-WHISPERING ASPEN	\$2,000
SEWER SYSTEM ACCESS CHARGE- MET COUNCIL	\$2,850
Water - Operational Charges	
(1) Water use Charges - Residential (Whispering Aspen)	
BASE CHARGE	\$18.77 PER MONTH
USAGE CHARGES:	
0 - 2,000 GALLONS PER MONTH	\$10.60 PER 1,000 GALLONS
2,001 - 5,000 GALLONS PER MONTH	\$12.72 PER 1,000 GALLONS
5,001 - 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 GALLONS
OVER 10,000 GALLONS PER MONTH	\$18.32 PER 1,000 GALLONS
(2) Water Use Charges – Commercial (Non-Whispering Aspen)	
BASE CHARGE	\$5.00 per ERU per month
PLANT CHARGE	\$10.00 per ERU per month
USAGE CHARGE	\$3.00 per 1,000 gallons
Sewer - Operational Charges	
(1) Sewer Treatment - Residential (Whispering Aspen)	
BASE CHARGE	\$6.13 PER MONTH
USAGE CHARGES:	
0 - 2,000 GALLONS PER MONTH	\$6.30 PER 1,000 GALLONS
2,001 - 5,000 GALLONS PER MONTH	\$7.56 PER 1,000 GALLONS
5,001 - 10,000 GALLONS PER MONTH	\$9.07 PER 1,000 GALLONS
OVER 10,000 GALLONS PER MONTH	\$10.89 PER 1,000 GALLONS
<i>(Residential based on water use during January)</i>	
(2) Sewer Treatment - Mobile Park (Greystone)	
BASE CHARGE	\$912.44 PER MONTH
USAGE CHARGE	\$8.08 PER 1,000 GALLONS
(3) Sewer Treatment – Commercial (Non Whispering Aspen)	
BASE CHARGE	\$5.00 PER MONTH PER ERU
MCES USAGE CHARGE	\$2.00 per 1,000 gallons
USAGE CHARGE	\$2.75 per 1,000 gallons
Other Charges	
RADIUM REMEDIATION FEE-WHISPERING ASPEN	\$10.00 PER MONTH
STREET LIGHTING CHARGE - WHISPERING ASPEN	\$1.50 PER MONTH
WATER TURN ON/OFF FEE	\$75
CONNECTION INSPECTION (NEW OR REPAIR) - SEWER	\$80
CONNECTION INSPECTION (NEW OR REPAIR) - WATER	\$80
PENALTY CHARGES	Bills are due within 25 days from the date of billing. Bills not paid in full by the due date will pay a service charge of 10% of the current charges. Beginning 30 days after the due date, all unpaid balances will accrue interest at the rate of 1.5% per period. All amounts that are more than 30 days past due on the last day of November each year may be certified to the County Auditor as unpaid and delinquent. The certified amount, plus a service charge to pay for the assessment process, shall be extended as a tax lien on the respective property. This amount will be added to the following year's property tax assessment.
TAX CERTIFICATION OF DELINQUENT ACCOUNTS	\$70.00

City of East Bethel
2015 Fee Schedule

GENERAL FEES	
DATA/INFORMATION RETRIEVAL FEE - STAFF TIME (REQUESTS MUST BE IN WRITING, NO CHARGE IF LESS THAN 30 MINUTES STAFF TIME)	2.5 TIMES HOURLY RATE
NOTARY FEE	\$1
ASSESSMENT SEARCH (ALL REQUESTS MUST BE IN WRITING, NO CHARGE TO HOMEOWNERS)	\$20
COPY CHARGE	\$.25 PER PAGE
FAX CHARGE (SEND OR RECEIVE)	\$1.00 PER PAGE
RESEARCH FEE	\$50.00 MINIMUM FEE PLUS ANY ADDITIONAL COSTS BILLED TO CITY OVER MINIMUM
CITY MAPS-COUNTY PROVIDED (IF CURRENT)	\$2
CITY MAPS - 11 X 17	\$5
CITY MAPS - 36 X 36	\$10
VIDEOTAPE COPY OF MEETING	\$10
RETURNED CHECK CHARGE	\$30
ELECTION FILING FEE	\$5
GARBAGE HAULER'S LICENSE	\$300
CIGARETTE VENDOR LICENSE	\$200
STRAY ANIMAL PICKUP FEE: 8:00 A.M. - 7:00 P.M.	contracted
STRAY ANIMAL PICKUP FEE: 7:00 P.M. - 8:00 A.M.	contracted
ANIMAL BOARDING FEE	contracted
POTENTIALLY DANGEROUS DOG REGISTRATION	\$250
DANGEROUS DOG REGISTRATION	\$500
KENNEL LICENSE APPLICATION FEE	\$150
KENNEL LICENSE ANNUAL FEE	\$50
LIQUOR LICENSES:	
3.2 LIQUOR ON SALE	\$250
3.2 LIQUOR OFF SALE	\$150
LIQUOR ON SALE	\$3,500
LIQUOR OFF SALE***	\$380
SUNDAY LIQUOR SALE	\$200
WINE	\$500
LICENSEE INVESTIGATION FEE	\$300
CATERER'S PERMIT FEE	\$20
MESSAGE ESTABLISHMENT LICENSE	
INITIAL FEE	\$200
ANNUAL RENEWAL FEE	\$100
LICENSEE INVESTIGATION FEE	\$300
MESSAGE THERAPIST LICENSE	
INITIAL FEE	\$100
ANNUAL RENEWAL FEE	\$100
LICENSEE INVESTIGATION FEE	\$300
PAWNBROKER/SECONDHAND GOODS DEALER	\$5,000 ANNUAL FEE
DEALER INVESTIGATION FEE	\$3,000
TRANSACTION FEE	\$5 PER TRANSACTION
TRANSIENT MERCHANT LICENSE	\$500 ANNUAL/\$250 60 DAYS
PEDDLER/SOLICITOR LICENSE	\$1,000 ANNUAL/IF CITED FOR OPERATING WITHOUT A LICENSE \$1,000 ADDITIONAL/ \$85 30 day permit
APPLICATION INVESTIGATION FEE	\$50
SEXUALLY ORIENTED BUSINESS LICENSE	\$10,000
LICENSEE INVESTIGATION FEE	\$3,000
VEHICLE DEALER LICENSE	\$350 ANNUAL FEE
RIGHT OF WAY ACCESS FEE	\$300
NUISANCE ABATEMENT	\$150 OR 25% OF ACTUAL COSTS, WHICHEVER IS GREATER + ACTUAL COSTS
TAX CERTIFICATION OF NUISANCE ABATEMENT	\$70

(c) The fee set by the jurisdiction issuing the license shall be reduced by \$100 if the following conditions are met:	
(1) the licensee agrees to have a private vendor train all employees within 60 days of hire and annually thereafter in laws pertaining to the sale of alcohol, the rules for identification checks, and the responsibilities of establishments serving intoxicating liquors;	
(2) the licensee agrees to post a policy requiring identification checks for all persons appearing to be 30 years old or less; and	
(3) a cash award and incentive program is established by the licensee, to award employees who catch underage drinkers, and a penalty program is established to punish employees in the event of a failed compliance check.	

City of East Bethel
2015 Fee Schedule

CEMETERY FEES	
CEMETERY PLOTS	\$800
SUMMER PLOT DIGGING	\$600
WINTER PLOT DIGGING (NOVEMBER 1 THRU MAY 1)	\$800
SUMMER CREMATION PLOT DIGGING	\$300
WINTER CREMATION PLOT DIGGING (NOVEMBER 1 THRU MAY 1)	\$400
SUMMER INFANT PLOT DIGGING	\$450
WINTER INFANT PLOT DIGGING	\$550
ADDITIONAL DIGGING FEE, IF AFTER HOURS (AFTER 3:00 MONDAY - FRIDAY, ALL SATURDAYS, SUNDAYS & HOLIDAYS)	\$100
MARKER SETTING FEE	\$50
PLANNING AND ZONING FEES	
CONSULTING FEES	ACTUAL COSTS BILLED TO THE CITY; ENGINEERING, LEGAL, ETC.
VARIANCE	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED
CONDITIONAL USE PERMIT	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
CONDITIONAL USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
COUNTY FILING FEE REIMBURSEMENT	\$55
VACATION	\$200 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
INTERIM USE PERMIT	\$150 + CONSULTING FEES; \$300 ESCROW REQUIRED
INTERIM USE PERMIT AMENDMENT	\$150 + CONSULTING FEES; \$300 ESCROW REQUIRED
METES AND BOUNDS SPLIT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
LOT SEPARATION	\$200 + CONSULTING FEES; \$500 ESCROW REQUIRED
SITE PLAN REVIEW	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
CONCEPT PLAN REVIEW	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED
PRELIMINARY PLAT	\$500 + \$25.00/lot + CONSULTING FEES
ESCROW	\$5,000
FINAL PLAT	\$300 + CONSULTING FEES
ESCROW	\$1,000 + \$50/LOT IF NEW ROAD
PLANNED UNIT DEVELOPMENT	\$700 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
PLANNED UNIT DEVELOPMENT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED
ADMINISTRATIVE SUBDIVISION	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
REZONING	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
COMPREHENSIVE PLAN AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED
ZONING TEXT AMENDMENT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED
PERMANENT SIGN PERMIT	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
TEMPORARY SIGN PERMIT - BEFORE SIGN PLACEMENT	\$40
TEMPORARY SIGN PERMIT - AFTER SIGN PLACEMENT	\$80
ADVISORY SIGNAGE RENTAL	USAGE FEE - \$125; DEPOSIT OF \$650 REQUIRED
OUTDOOR ENTERTAINMENT PERMIT	\$150
PARK DEDICATION	
RESIDENTIAL	UP TO 6 UNITS/ACRE: 10% OF LAND OR CASH = TO MARKET VALUE OF LAND; 6 OR MORE UNITS/ACRE: 10% OF LAND + 1% FOR EACH UNIT OVER 6 UNITS/ACRE OR CASH = TO MARKET VALUE OF LAND
COMMERCIAL	5% OF LAND OR CASH = TO MARKET VALUE OF LAND
GRADING PERMIT	\$50 + CONSULTING FEES
ESCROW	\$500
LANDSCAPE PLAN ESCROW	125% OF THE APPROVED ESTIMATED LANDSCAPING COSTS
STREET SIGN	\$150
CERTIFICATE OF COMPLIANCE - TEMP/SEASONAL SALES	\$150
COMPREHENSIVE PLAN DOCUMENT	\$40
ZONING ORDINANCE DOCUMENT	\$40
TAX INCREMENT FINANCING APPLICATION FEE	\$3,000 + CONSULTING FEES; \$12,000 ESCROW REQUIRED
BUILDING INSPECTION FEES	
ALL COMMERCIAL BUILDING PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT
PLAN CHECK	65% OF BUILDING PERMIT FEE
SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
FIRE ALARM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE
RESIDENTIAL MECHANICAL PERMIT	\$80
COMMERCIAL MECHANICAL PERMIT	\$80 OR 1.5% OF VALUATION, WHICHEVER IS GREATER
PLUMBING PERMIT	\$30 OR \$10 PER OPENING, WHICHEVER IS GREATER
RESIDENTIAL SIDING PERMIT	\$80

City of East Bethel
2015 Fee Schedule

RESIDENTIAL WINDOW PERMIT	\$50
RESIDENTIAL ROOFING PERMIT	\$100
CERTIFICATE OF COMPLIANCE - FENCE	\$50
SPECIAL INSPECTIONS - HOURLY RATE	\$50
RESIDENTIAL SEPTIC SYSTEM - STANDARD SYSTEMS (trench, pressure bed or at grade and mound systems)	\$300
NON RESIDENTIAL AND NON STANDARD SEPTIC SYSTEMS	\$200.00 plus actual cost of plan review / inspections or \$300.00 minimum
SEPTIC TANK/HOLDING TANK PERMIT	\$100
SEPTIC PUMPING PERMIT	\$5
DRIVEWAY PERMIT	\$50
ALL OTHER REQUIRED PERMITS NOT REQUIRING	
A PLAN REVIEW	\$50
VERIFICATION OF STATE CONTRACTOR LICENSE	\$5
MANUFACTURED HOME INSTALLATION PERMIT	\$100
BUILDING DEMOLITION / MOVING FEE	\$50
RE-INSPECTION/ADMINISTRATIVE FEE	\$65 PER INSPECTION
DECK	\$150
ELECTRIC Permit Fees	
MINIMUM INSPECTION FEES	\$35 PER TRIP
SINGLE FAMILY RESIDENTIAL (UP TO 200 AMP's & 30 CIRCUITS) (NEW OR REMODEL)	\$150 MAXIMUM (FOR 3 INSPECTIONS); NO MAXIMUM IF OVER 200 AMPs; ADDITIONAL TRIPS - \$35
MULTI FAMILY UNITS (SERVICE & HOUSE WIRING SEPARATE)	\$70/UNIT
SWIMMING POOL (TRIP FEE PLUS CIRCUITS)	\$35 PER TRIP; PLUS CIRCUITS
CHANGE OUT, UPGRADE SERVICE OR REPAIR	\$50
0-400 AMP	\$14/EACH
EACH ADDITIONAL 100 AMPS	PLUS \$3 PER RECONNECTED CB
EACH CIRCUIT OR FEEDER 0-30 AMP	\$8/EACH
EACH CIRCUIT OR FEEDER 31 TO 100 AMP	\$10/EACH
EACH ADDITIONAL 100 AMP	ADD \$5 PER 100 AMP
STREET LIGHTS	\$4/EACH
STANDARD TRAFFIC SIGNAL	\$7/EACH
TRANSFORMER 0-10 KILOVOLT-AMPERES	\$10
11-76 KILOVOLT-AMPERES	\$40
OVER 76 KILOVOLT-AMPERES	\$80
FIRE ALARM & ENERGY MANAGEMENT DEVICE	\$10 FIRST 10 OPENINGS OR FIXTURES, \$6.50 EACH ADDITIONAL 10
LIGHTING RETROFIT/REMOTE CONTROL/SIGNALS	
INVESTIGATION FEE	\$100 MINIMUM OR DOUBLE THE PERMIT FEE
CANCELED PERMIT HANDLING FEE	\$35
REINSPECTION FEE	\$35
CIRCUITS & FEEDERS: THE INSPECTION FEE FOR THE INSTALLATION, ADDITION, ALTERATION, OR REPAIR OF EACH CIRCUIT, FEEDER, FEEDER TAP, OR SET OF TRANSFORMER SECONDARY CONDUCTORS.	
FIREPLACE PERMIT	
RESIDENTIAL	\$75/HOME
COMMERCIAL	\$75/FIREPLACE
FIRE DEPARTMENT FEES	
FIRE RESPONSE REIMBURSEMENTS:	
MOTOR VEHICLE ACCIDENTS	\$300
PUBLIC UTILITY EMERGENCY SERVICE AND HAZARDOUS	
MATERIAL SPILL OR LEAK:	
LABOR CHARGE	\$15/HOUR
TRUCK CHARGE	\$150/HOUR
COMMERCIAL INSPECTIONS:	
INITIAL & 1ST RE-INSPECTION	NO CHARGE
EACH ADDITIONAL RE-INSPECTION	\$65
FALSE ALARMS - EACH OCCURRENCE	
AFTER 2 FALSE ALARMS WITHIN A CALENDAR YEAR	\$200
TAX CERTIFICATION OF UNPAID FIRE CHARGES	\$70

City of East Bethel
2015 Fee Schedule

RECREATIONAL FEES	
ICE ARENA	
ICE ARENA ICE RENTAL - PRIME TIME	\$192/HR
ICE ARENA ICE RENTAL - NON PRIME TIME	\$140/HR
LOCKER ROOM RENTAL	\$7,500
ADVERTISING	NEGOTIABLE
DRY FLOOR EVENTS	NEGOTIABLE
PARKS	
PAVILIONS/SHELTERS - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
PAVILIONS/SHELTERS - RESIDENT	\$100 DEPOSIT
IRRIGATED BALLFIELDS - NON RESIDENT	\$20/DAY; \$100 DEPOSIT
IRRIGATED BALLFIELDS - RESIDENT	\$20/DAY; \$100 DEPOSIT
IRRIGATED BALLFIELDS; TOURNAMENT	\$350/TOURNAMENT; \$200 DEPOSIT
NON IRRIGATED BALLFIELDS - NON RESIDENT	\$10/DAY; \$100 DEPOSIT
NON IRRIGATED BALLFIELDS - RESIDENT	\$100 DEPOSIT
IRRIGATED SOCCER FIELD	\$10/DAY; \$100 DEPOSIT
IRRIGATED SOCCER FIELD - TOURNAMENT	\$200/TOURNAMENT; \$200 DEPOSIT
NON IRRIGATED SOCCER FIELD	\$0/WEEK; \$100 DEPOSIT
NON IRRIGATED SOCCER FIELD - TOURNAMENT	\$0/TOURNAMENT; \$100 DEPOSIT
HORSESHOE PITS - LEAGUE SEASON	\$100/SEASON; \$100 DEPOSIT
HORSESHOE PITS - TOURNAMENT	\$50/TOURNAMENT; \$100 DEPOSIT
CONCESSION STAND; SAA SEASON, MONDAY-FRIDAY	\$1,000/SEASON
CONCESSION STAND; WEEKEND TOURNAMENTS	\$300/WEEKEND; \$300 DEPOSIT
WHISPERING ASPEN COMMUNITY CTR - NON RESIDENT	\$50/DAY; \$100 DEPOSIT
WHISPERING ASPEN COMMUNITY CTR - RESIDENT	\$100 DEPOSIT

City of East Bethel
2015 Fee Schedule
(Not Approved)

Fee Comparison	East Bethel	Blaine	Cambridge	Columbus	Ham Lake Last Updated Oct 2011	Isanti	Oak Grove	St. Francis
Link to Fee Schedule:	http://www.ci.eastbethel.mn.us/DocumentCenter/View/1000	http://www.ci.blaine.mn.us/Docs/Administrative	http://www.ci.cambridge.mn.us/	http://www.ci.columbus.mn.us/index.asp?Type=B-L	http://www.ci.hamlake.mn.us/7q-service	http://www.cityofisanti.us/images/stories/Finance/2015	Not available online	http://www.stfrancis.mn.org/uploads/Order_196_SS_F
GENERAL FEES								
DATA INFORMATION RETRIEVAL FEE - STAFF TIME (REQUESTS MUST BE IN WRITING, NO CHARGE IF LESS THAN 30 MINUTES STAFF TIME)	2.5 TIMES HOURLY RATE			\$15/hour		Wage multiplied by 145%	1.5 times hourly rate	2x step 8 of their pay grade
NOTARY FEE	\$1					\$ 1.00		\$2/document
ASSESSMENT SEARCH (ALL REQUESTS MUST BE IN WRITING, NO CHARGE TO HOMEOWNERS)	\$20	\$ 15.00				\$ 30.00	\$ 20.00	\$ 20.00
COPY CHARGE	\$.25 PER PAGE	\$.25 per page	\$.25 per page	\$ 0.25	\$ 0.25	\$ 0.25	\$0.25, color printing \$1/page	\$0.25, colored copies of photos \$3/page
FAX CHARGE (SEND OR RECEIVE)	\$1.00 PER PAGE					\$ 0.25	Long distance fax \$1.50	
RESEARCH FEE	\$50.00 MINIMUM FEE PLUS ANY ADDITIONAL COSTS BILLED TO CITY OVER MINIMUM	\$25/hour						
CITY MAPS-COUNTY PROVIDED (IF CURRENT)	\$2							
CITY MAPS - 11 X 17	\$5	\$ 5.00			Color \$1, Photo Quality Aerial (\$1.5x11) \$2, Large City maps \$2	City map \$2, Zoning map \$5	Black and white \$.50	\$ 1.50
CITY MAPS - 36 X 36	\$10	\$ 10.00						
VIDEO/TAPE COPY OF MEETING	\$10	\$ 25.00				DVD \$5	\$ 10.00	\$ 15.00
RETURNED CHECK CHARGE	\$30	\$ 25.00	\$ 50.00			\$ 30.00	\$ 30.00	\$ 35.00
ELECTION FILING FEE	\$5			\$ 2.00	\$ 25.00		Affidavit of Candidacy \$2	
GARBAGE HAULER'S LICENSE	\$300	Solid Waste Disposal License \$750	Garbage & Refuse Collection done by Public Works is \$125/year	\$125/yearly	\$ 500.00		\$100/year	\$200/year + \$50/truck
CIGARETTE VENDOR LICENSE	\$200	\$ 250.00	\$200/year		\$ 75.00		\$ 100.00	\$150/year
STRAY ANIMAL PICKUP FEE: 8:00 A.M. - 7:00 P.M.	contracted						Dog impound: 1st time \$65, 2nd time \$70, 3rd time \$80, Addition \$20/day	\$ 60.00
STRAY ANIMAL PICKUP FEE: 7:00 P.M. - 8:00 A.M.	contracted							\$ 80.00
ANIMAL BOARDING FEE	contracted		\$25 per day					\$25/day
POTENTIALLY DANGEROUS DOG REGISTRATION	\$250						Dog Bite Incident \$90	
DANGEROUS DOG REGISTRATION	\$500	\$ 500.00	\$150 per year		\$ 35.00		Residential \$50/year, Commercial \$100/year	First 10 dogs \$100, each dog after 10 \$10
KENNEL LICENSE APPLICATION FEE	\$150				\$30			
KENNEL LICENSE ANNUAL FEE	\$50	\$ 70.00	\$ 50.00					
LIQUOR LICENSES:								
3-2 LIQUOR ON SALE	\$250	\$ 300.00	\$400/year	\$ 6,000.00	\$ 100.00	\$ 250.00	\$ 200.00	\$ 200.00
3-2 LIQUOR OFF SALE	\$150	\$ 75.00	\$400/year	\$ 2,700.00	\$ 50.00	\$ 150.00	\$ 50.00	\$ 50.00
LIQUOR ON SALE	\$3,500	\$ 5,500.00	\$ 2,500.00	\$ 6,000.00	\$ 4,800.00	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00
LIQUOR OFF SALE**	\$380	\$ 200.00	\$ 400.00	\$ 240.00	\$ 380.00	\$ 250.00	\$ 250.00	\$ 250.00
***(*) The fee set by the jurisdiction issuing the license shall be reduced by \$100 if the following conditions are met:								
***(*) (1) the licensee agrees to have a private vendor train all employees within 60 days of hire and annually thereafter in laws pertaining to the sale of alcohol, the rules for identification checks, and the responsibilities of establishments serving intoxicating liquors;								
***(*) (2) the licensee agrees to post a policy requiring identification checks for all persons appearing to be 30 years old or less; and								
***(*) (3) a cash award and incentive program is established by the licensee, to award employees who catch underage drinkers, and a penalty program is established to punish employees in the event of a failed compliance check.								
SUNDAY LIQUOR SALE	\$200	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
WINE	\$500	up to 99 people \$1,000; 100+ people \$2,000	\$ 400.00	\$ 3,000.00	\$ 700.00	\$ 300.00	\$ 200.00	\$ 200.00
LICENSEE INVESTIGATION FEE	\$300	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	Corporation \$300, individual \$100	\$200, out of state applicants in City's cost, not to exceed \$10,000	Single application \$200, partnership \$300, corporation \$400
CATERER'S PERMIT FEE	\$20							
MESSAGE ESTABLISHMENT LICENSE								
INITIAL FEE	\$200	\$150/\$200 (background)						\$2,000/year
ANNUAL RENEWAL FEE	\$100	\$150/\$100 (background)						
LICENSE INVESTIGATION FEE	\$300							\$ 25.00
MESSAGE THERAPIST LICENSE								\$200/year
INITIAL FEE	\$100	\$75/\$50 (background)						
ANNUAL RENEWAL FEE	\$100	\$75/\$50 (background)						
LICENSE INVESTIGATION FEE	\$300							\$ 25.00
PAWNBROKER/SECONDHAND GOODS DEALER	\$5,000 ANNUAL FEE	\$3,000 Annual Fee	\$3,000/year			\$ 1,500, temporary \$750		\$1,000/year
DEALER INVESTIGATION FEE	\$3,000	\$500, if out of state than add actual costs incurred.	\$1,000 deposit credited towards \$500 initial investigation fee plus actual cost; not to exceed \$10,000			\$ 1,500.00		
TRANSACTION FEE	\$5 PER TRANSACTION	\$2/transaction, \$4/non-compliant transaction	\$ 2.50				\$ 1.30	
TRANSIENT MERCHANT LICENSE	\$500 ANNUAL/\$250 60 DAYS	Application fee \$35, Daily fee \$8, Weekly fee \$30, Monthly fee \$65, Yearly fee \$300	\$25/day, \$75/month, \$200/6 months		\$30 (6 months)			Week \$50, month \$150, year \$300
PEDDLER/SOLICITOR LICENSE	\$1,000 ANNUAL/IF CITED FOR OPERATING WITHOUT A LICENSE \$1,000 ADDITIONAL/SEE \$10,000 PERMIT	Daily fee \$8, Weekly fee \$30, Monthly fee \$65, Yearly fee \$300	\$25/day, \$75/month, \$200/6 months		\$30 (6 months)	\$25 day, \$75 month, \$200 seasonal		
APPLICATION INVESTIGATION FEE	\$50	\$ 35.00				\$ 75.00		
SEXUALLY ORIENTED BUSINESS LICENSE	\$10,000	\$5,000/year	\$ 2,000.00			\$ 1,775.00		\$2,000/year
LICENSE INVESTIGATION FEE	\$300					\$ 300.00		
VEHICLE DEALER LICENSE	\$350 ANNUAL FEE	\$ 75.00						
RIGHT OF WAY ACCESS FEE	\$300	Work in right-of-way permit: \$10 residential, \$25 commercial	\$35 plus \$7.50 per 100ft of right-of-way				\$ 250.00	Registration \$35 + \$2,000 escrow; permit application \$150 + consult fees
NUISANCE ABATEMENT	\$150 OR 25% OF ACTUAL COSTS, WHICHEVER IS GREATER + ACTUAL COSTS							
TAX CERTIFICATION OF NUISANCE ABATEMENT	\$70						Tax abatement application fee \$1,000 plus costs	
PLANNING AND ZONING FEES								
CONSULTING FEES	ACTUAL COSTS BILLED TO THE CITY; ENGINEERING, LEGAL, ETC.	Actual costs		Actual costs				
VARIANCE	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED	Single family \$200, General business \$400	\$ 250.00	Re-open \$75, public hearing \$40		\$ 325.00	\$ 300.00	\$350, escrow \$650
CONDITIONAL USE PERMIT	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	\$ 400.00	\$ 250.00	\$ 200.00		\$325 plus costs	\$ 300.00	\$350, escrow \$650
CONDITIONAL USE PERMIT AMENDMENT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	\$ 400.00	\$ 250.00			\$275 plus costs	\$ 100.00	
COUNTY FILING FEE REIMBURSEMENT	\$55							
VACATION	\$200 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	single family \$250 + \$50 for additional lot, all others \$500/lot	\$ 250.00	\$ 150.00		\$ 275.00		\$350, escrow \$650
INTERIM USE PERMIT	\$150 + CONSULTING FEES; \$300 ESCROW REQUIRED		\$ 250.00	\$ 200.00		\$325 plus costs	\$ 300.00	\$350, escrow \$650
INTERIM USE PERMIT AMENDMENT	\$150 + CONSULTING FEES; \$300 ESCROW REQUIRED		\$ 250.00			\$ 100.00		
METES AND BOUNDS SPLIT	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED							
LOT SEPARATION	\$200 + CONSULTING FEES; \$500 ESCROW REQUIRED		\$100 + \$10 per lot, Annexation of land \$5/acre; minimum \$100, maximum \$600			\$100 plus costs		\$250, \$300 escrow
SITE PLAN REVIEW	\$500 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	65% of building permit	\$ 750.00	\$ 50.00		\$325, Site plan review financial surety for commercial: 125% of estimated cost of site improvements (driveway, parking and traffic access)	Commercial \$1,000 escrow	Administration \$100, escrow \$250, Regular \$350, escrow \$650
CONCEPT PLAN REVIEW	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED			\$ 1,500.00				
PRELIMINARY PLAT ESCROW	\$500 + \$25,000/lot + CONSULTING FEES	\$600 + \$20/lot + legal fees (maximum of \$2,500)	\$ 500.00			\$500 plus costs	\$500 application fee	Rural or Urban \$400
FINAL PLAT ESCROW	\$300 + CONSULTING FEES	\$400 + legal fees	\$100 + \$10 per lot			\$325 plus \$10 per unit plus costs	\$500 application fee	\$350, escrow \$650
PLANNED UNIT DEVELOPMENT	\$700 + CONSULTING FEES; \$1,000 ESCROW REQUIRED		\$250, Escrow deposit \$500 + \$100/lot for each lot in excess of 5			General plan \$500, final plan \$325 (\$1,500 escrow)	\$500 application fee, \$15,000 escrow, planned unit development sketch plan review \$1,000 escrow	\$350, escrow \$650
PLANNED UNIT DEVELOPMENT AMENDMENT	\$300 + CONSULTING FEES; \$500 ESCROW REQUIRED							
ADMINISTRATIVE SUBDIVISION	\$300 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	Subdivision Ordinance \$75		Deposit \$2,000, Application fee \$100, public hearing \$200		\$ 275.00	Subdivision sketch plan \$1,000 escrow; subdivision application with urban services \$500 application fee, \$25,000 escrow; minor subdivision application \$300, \$1,000 escrow	fee \$200, escrow \$250; minor subdivision \$350, escrow \$400
REZONING	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	\$ 600.00	\$ 250.00	\$ 150.00		\$ 325.00	\$ 200.00	\$350, \$650 escrow
COMPREHENSIVE PLAN AMENDMENT	\$1,000 + CONSULTING FEES; \$1,000 ESCROW REQUIRED	\$ 600.00		\$ 150.00		\$325 plus costs	\$500 application fee, \$1,000 escrow	\$450, \$650 escrow
ZONING TEXT AMENDMENT	\$500 + CONSULTING FEES; \$500 ESCROW REQUIRED	\$ 600.00				\$ 275.00		
PERMANENT SIGN PERMIT	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	(Bigger than 50 sq ft) \$30		\$20 + \$5 for each additional 10 sq feet in excess of 50	\$ 200.00	\$ 75.00		By valuation, Zoning review for sign \$250 + \$350 escrow
TEMPORARY SIGN PERMIT - BEFORE SIGN PLACEMENT	\$80	\$ 50.00				\$ 50.00		\$ 25.00
TEMPORARY SIGN PERMIT - AFTER SIGN PLACEMENT	\$80							
ADVISORY SIGNAGE RENTAL	USAGE FEE - \$125; DEPOSIT OF \$650 REQUIRED	\$ 100.00						
OUTDOOR ENTERTAINMENT PERMIT	\$150	See Circus or Carnival license	Carnivals, Circuses, Tent Show Fees are \$25	Event license application fee/public hearing \$50, Event license \$20/lot				
PARK DEDICATION								

City of East Bethel
2015 Fee Schedule
(Not Approved)

Fee Comparison	East Bethel	Blaine	Cambridge	Columbus	Ham Lake Last Updated Oct 2011	Isanti	Oak Grove	St. Francis
RESIDENTIAL	UP TO 6 UNITS/ACRE - 10% OF LAND OR CASH = TO MARKET VALUE OF LAND; 6 OR MORE UNITS/ACRE - 10% OF LAND + 1% FOR EACH UNIT OVER 6 UNITS/ACRE OR CASH = TO MARKET VALUE OF LAND			\$ 1,600.00	\$ 1,525.00	\$ 1,500.00	Park dedication fee in lieu of land \$2,000 per lot created	\$2,500/lot
COMMERCIAL	5% OF LAND OR CASH = TO MARKET VALUE OF LAND			\$ 2,940.00	\$ 762.50	\$1,500/Industrial acre		
GRADING PERMIT ESCROW	\$50 + CONSULTING FEES		\$ 50.00			\$ 150.00		Engineers Grading Review of Building Permits \$130
LANDSCAPE PLAN ESCROW	125% OF THE APPROVED ESTIMATED LANDSCAPING COSTS	\$100/month				Residential \$8,000 refundable, Commercial \$5,000/site refundable		\$100 + consult fees
STREET SIGN CERTIFICATE OF COMPLIANCE - TEMP/SEASONAL SALES	\$150							
COMPREHENSIVE PLAN DOCUMENT	\$40	\$ 95.00			\$ 100.00	\$ 50.00		
ZONING ORDINANCE DOCUMENT	\$40	\$ 75.00		\$ 20.00		\$ 25.00		
TAX INCREMENT FINANCING APPLICATION FEE	\$3,000 + CONSULTING FEES;\$12,000 ESCROW REQUIRED					\$2,500 plus costs, Establishment of new TIF \$3,000		\$2,500, escrow \$2,500
BUILDING INSPECTION FEES								
ALL COMMERCIAL BUILDING PERMIT FEES	CALCULATED BASED ON VALUATION PER 1997 UBC Table 1-A	Please see endorse	Please see endorse	Please see endorse		http://www.dli.mn.gov/cck/PDF/bc_by_2004_bldg_valuation_data.pdf	Based on the same table that East Bethel uses: 1997 UBC table 1a	by valuation
FINE FOR FAILING TO OBTAIN REQUIRED PERMIT	EQUAL TO THE CALCULATED PERMIT FEE AMOUNT	Double the permit amount					2x the permit fee	
PLAN CHECK	65% OF BUILDING PERMIT FEE	65% of the building permit fee	65% of the building permit fees			65% of permit fee, duplicate plan fee is 25% of permit fee	65% of building permit fee, duplicate plan is 25% of building permit fee	
SPRINKLER INSTALLATIONS	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE	\$60 + state surcharge	\$50 for a sprinkler system permit	Based on valuation		Lawn Irrigation Permit \$50	Irrigation system permit (vacuum breaker verification) \$50	Irrigation \$50 back flow preventer
FIRE ALARM	CALCULATED BASED ON IMPROVEMENT VALUATION PER STATE		\$ 150.00	Based on valuation				
RESIDENTIAL MECHANICAL PERMIT	\$80	Heating, air conditioning \$90, hot water systems and ventilation \$60	\$ 75.00	\$ 100.00		\$75/unit	New residential \$100, existing residential \$75	
COMMERCIAL MECHANICAL PERMIT	\$90 OR 1.5% OF VALUATION, WHICHEVER IS GREATER	2% of job costs + state surcharge, minimum \$60	2% of valuation	1.5% of Valuation (minimum \$95.50)		1.5% of project value	1.25% of job cost	
PLUMBING PERMIT	\$30 OR \$10 PER OPENING, WHICHEVER IS GREATER	\$12 per opening	2% of valuation	\$ 45.00		Residential \$60 + \$5/unit, Commercial/Multi-Family 1.5% of project value.	New residential \$100, existing residential \$75, Commercial 1.25% of job cost.	\$ 95.00
RESIDENTIAL SIDING PERMIT	\$80	\$100 + state surcharge	\$ 105.00	\$ 80.00		\$ 80.00	\$ 75.00	Residential \$95, Commercial is by valuation
RESIDENTIAL WINDOW PERMIT	\$50	\$60 for up to 2 windows + state surcharge	\$ 105.00	\$30 + \$5/window		\$ 50.00	\$ 75.00	\$ 95.00
RESIDENTIAL ROOFING PERMIT	\$100	\$100 + state surcharge	\$ 105.00	\$ 80.00		\$ 80.00	\$ 100.00	Residential \$95, Commercial is by valuation
CERTIFICATE OF COMPLIANCE - FENCE	\$50							
SPECIAL INSPECTIONS - HOURLY RATE	\$50						\$60/hour (1hr minimum)	after hours \$70/hour, minimum 2 hours
RESIDENTIAL SEPTIC SYSTEM - STANDARD SYSTEMS (trench, pressure bed or at grade and mound systems)	\$300	\$ 60.00	\$ 300.00			\$ 200.00	\$ 150.00	\$ 275.00
NON RESIDENTIAL AND NON STANDARD SEPTIC SYSTEMS	\$200.00 plus actual cost of plan review / inspections or \$300.00 minimum	\$ 60.00	\$ 600.00				\$ 200.00	by cost incurred
SEPTIC TANK/HOLDING TANK PERMIT	\$100	\$ 60.00	2% of valuation	\$ 50.00				Operating permit \$125/year
SEPTIC PUMPING PERMIT	\$5			\$ 10.00			\$ 5.00	Septic system pumping verification \$20
DRIVEWAY PERMIT	\$50					Driveway Escrow \$2,000 refundable		\$50, \$200 escrow that may be waived by staff
ALL OTHER REQUIRED PERMITS NOT REQUIRING A PLAN REVIEW		\$ 60.00						
VERIFICATION OF STATE CONTRACTOR LICENSE	\$5		\$ 5.00			\$ 5.00		\$ 10.00
MANUFACTURED HOME INSTALLATION PERMIT	\$100	Manufactured home installation inspection fee \$100	\$ 150.00					
BUILDING DEMOLITION / MOVING FEE	\$50	\$75 +\$2,000 escrow cleanup fee + state surcharge	Residential or Commercial demolition: \$100, Moving: \$50			1.27% of contract price	\$ 100.00	\$ 95.00
RE-INSPECTION/ADMINISTRATIVE FEE	\$85 PER INSPECTION	\$ 75.00	\$ 50.00	\$47/hour		\$ 75.00	\$60/hour (1hr minimum)	
DECK	\$150	Up to 100ft \$100, if greater than \$150, remodeling fee \$75 (all include a state surcharge)				http://www.dli.mn.gov/cck/PDF/bc_by_2004_bldg_valuation_data.pdf	\$ 150.00	
ELECTRIC Permit Fees								
MINIMUM INSPECTION FEES	\$35 PER TRIP	\$ 45.00	\$ 100.00					
SINGLE FAMILY RESIDENTIAL (UP TO 200 AMP'S & 30 CIRCUITS) (NEW OR REMODEL)	\$150 MAXIMUM (FOR 3 INSPECTIONS); NO MAXIMUM IF OVER 200 AMP'S, ADDITIONAL TRIPS - \$35	\$ 148.50	\$ 50.00					
MULTI FAMILY UNITS (SERVICE & HOUSE WIRING SEPARATE)	\$70/UNIT	\$ 77.00						
SWIMMING POOL (TRIP FEE PLUS CIRCUITS)	\$35 PER TRIP; PLUS CIRCUITS	\$ 84.00	\$100, includes 2 inspections			Residential \$50, Commercial \$100	Permit \$100	
CHANGE OUT, UPGRADE SERVICE OR REPAIR 0-400 AMP	\$50	\$ 75.00				Residential \$50, Commercial \$58		
EACH ADDITIONAL 100 AMPS	\$14/EACH	\$ 45.00	\$ 58.00			\$ 15.00		
EACH CIRCUIT OR FEEDER 0-30 AMP	\$3/EACH	\$ 6.00	\$ 8.00			\$ 3.00		
EACH CIRCUIT OR FEEDER 31 TO 100 AMP	\$10/EACH	\$ 6.00	\$ 10.00			\$ 10.00		
EACH ADDITIONAL 100 AMP	ADD \$5 PER 100 AMP	\$ 5.00				ADD \$5 per 100 amp		
STREET LIGHTS	\$4/EACH	\$ 5.00	\$3/each per month			\$5/each		
STANDARD TRAFFIC SIGNAL	\$7/EACH	\$ 10.00	\$ 10.00			\$ 10.00		
TRANSFORMER 0-10 KILOVOLT-AMPERES	\$10	\$16.50/each	\$10 per unit + \$ 5.00 per KVA			\$10 per unit + \$ 5.00 per KVA		
11-76 KILOVOLT-AMPERES	\$40	\$5.50/each	\$10 per unit + \$ 5.00 per KVA					
OVER 76 KILOVOLT-AMPERES	\$80	\$5.50/each	\$10 per unit + \$ 5.00 per KVA					
FIRE ALARM & ENERGY MANAGEMENT DEVICE	\$10 FIRST 10 OPENINGS OR FIXTURES, \$8.50 EACH ADDITIONAL 10	\$ 150.00						
LIGHTING RETROFIT/REMOTE CONTROL/SIGNALS	\$ 0.83	\$1 per device				Lighting Retrofit \$0.75/fixture, Remote control/signals \$1/device		
INVESTIGATION FEE	\$100 MINIMUM OR DOUBLE THE PERMIT FEE					100% of permit fee		Not to exceed permit fee
CANCELED PERMIT HANDLING FEE	\$35							
REINSPECTION FEE	\$35	\$ 45.00	\$ 50.00			\$ 50.00		not to exceed \$75/ri
CIRCUITS & FEEDERS: THE INSPECTION FEE FOR THE INSTALLATION, ADDITION, ALTERATION, OR REPAIR OF EACH CIRCUIT, FEEDER, FEEDER TAP, OR SET OF TRANSFORMER, SECONDARY CONDUCTORS.	\$ 6.60	Sign transformer: \$10				Sign transformer: \$10		
FIREPLACE PERMIT								
RESIDENTIAL	\$75/HOME	\$60 + state surcharge	\$ 50.00	\$ 100.00			\$ 75.00	\$ 95.00
COMMERCIAL	\$75/FIREPLACE	\$60 + state surcharge						
Fees that other cities have that East Bethel does not have								
Debris, Junk and Garbage fee			\$200/day					
Abandoned and/or junk vehicle			\$200/day					
Unlawful storage			\$200/day			\$ 200.00		
Garbage collection violation			\$50/day					
Housing: minimum standards for basic equipment and facilities			\$200/day					
Housing: safe and sanitary maintenance of parts or dwelling			\$200/day					
Administrative citation - exterior structure			\$300/day					
Administrative citation - residential outdoor parking and storage			\$200/day			\$ 200.00		
Sign regulation			\$100/day			Sign Violation \$100		
Accessory Building and structure requirements		\$50 + state surcharge	\$200/day					
Fence citation			\$200/day					
Other violations of the city code or zoning ordinances			\$200/day			\$ 200.00		
False fire alarm		The 4th false alarm is \$200, add \$50 for successive alarms after the 4th.	\$ 50.00				After 3 instances in 12 months \$75	
Rental Housing Inspection Fee		Rental housing license fees \$100/bldg + \$10/unit	\$ 40.00					
Rental Housing License fee		\$100/building + \$10/unit, after 3 years with no inspection issues \$50/building + \$10/unit				1 unit \$150, 2-4 unit \$175, 5-12 unit \$225, 13-20 unit \$240, 21+ unit \$250, \$50 for additional inspections over 2	Safe house rental \$150	\$150, renewal \$100, multi-family \$75
Fire Suppression System			2% of valuation			1.5% of project value		
Initial Storm Drain			2% of valuation					
Competition Plumbing Plan Review		\$250 + state surcharge	1% of valuation					
Septic System Repair		\$ 60.00	\$ 300.00					
Breaker Re-hook Fee			\$3 per breaker					
Cleaning up animal litter (per day)			\$ 50.00			\$ 75.00		
Inspections outside of normal business hours		\$75/hour	\$50/hour, minimum of 2 hours	\$47/hour				\$70/hour, minimum 2 hours
Sewer Connection Permit		1% of MCES SAC fee	\$ 50.00			Water/sewer line repair inspection fee \$50, SAC: \$4,181	SAC \$3,500, sewer usage fee \$35.50/month, sewer connection permit \$50.	SAC \$4,200
Water Connection Permit		Residential \$1,630, Commercial \$4,118/acre	\$ 50.00	WAC \$1410, Commercial pipes permit \$50		WAC \$3,570, Water turn on/off \$50	WAC \$3,500 (\$3,000 remitted to St. Francis) Water shut off/reconnect \$25, Water connection permit \$50	WAC \$3,000, water shut off \$35, reconnect \$35
Fireworks Display		\$ 100.00	\$34 per display	\$ 200.00		Retail application fee \$15, Retail Permit fee \$25	Fireworks permit \$50	\$50
Fireworks Sale		Sales \$100, sales facility \$350	Indoor: \$50/year, outdoor: \$350/year	\$ 350.00				\$50/per occurrence
Carnivals, Circuses, Tent Show Fees		\$110/day, if denied \$25 fee	\$25 per day			Tent/Canopy \$50/rent		
Amusement Center license		\$100, +\$15 per device						
Amusement device license		Up to 3 devices \$100, +\$15 per extra device						133 \$15/location + \$15/device

City of East Bethel
2015 Fee Schedule
(Not Approved)

Fee Comparison	East Bethel	Blaine	Cambridge	Columbus	Ham Lake Last Updated Oct 2011	Isanti	Oak Grove	St. Francis
Liquor: Special Club License	\$ 300.00	\$650/year	\$300 for 200 members, \$500 for 500 members, \$650 for 1,000 members, \$800 for 2,000 members, \$1,000 for 4,000 members, \$2,000 for 6,000, \$3,000 for more than 6,000		\$ 300.00	\$ 500.00	\$ 200.00	\$ 200.00
Parking Lot Review			\$100. Escrow \$250					
Permanent Non-Profit Sign			No Fee					by valuation
Parking in Lot Fee			\$3,500 per space					
Land use fee: Appeals			\$ 250.00			\$ 200.00		\$200, \$250 escrow
Land use: Administrative lot combination			\$ 250.00					
Liquor: Additional Fee for change of ownership, corporate control	\$ 50.00							
Liquor: Tavern license (including public dancing)	\$ 200.00							
Liquor: Public drinking place license	\$ 200.00							
Liquor: Combination license, the sum of multiple fees (club only)	\$ 900.00							
Liquor: Temporary on-sale intoxicating liquor license	\$ 50.00		\$100/day	\$100/day	\$ 10.00	\$ 50.00	\$25/event	\$25/event
Dog License	\$10 (2 year)				\$10/year	\$10 fixed, \$15 not fixed, \$5 for a duplicate, \$50 for lifetime		\$10, \$3 discount for seniors
Erosion Control inspection fee	\$ 250.00							
Swimming pool (above ground or inflatable)	\$60 + state surcharge							\$75. A letter must be submitted every year stating that the above ground pool will be located at the same spot.
Swimming pool (in ground)	\$100 + state surcharge							by valuation
Set fee for residential yard fences	\$ 50.00					Fence Permit \$80	Fence permit \$50	Division of property fence \$50, residential fence \$40, over 6 ft height in hv valuation
Set fee for commercial fences	\$ 75.00							by valuation
Set fee for residential attic insulation alteration		\$60 +state surcharge						
Certificate of Occupancy		\$20 when part of issued permit, or \$60 when part of pre-occupancy walk thru of business locations only						
Contractor's License (Annual)	\$5.00							
Oil Storage (underground or otherwise)	\$60 + state surcharge		\$100/hank					
Residential hot water systems (includes burner)	\$60 + state surcharge						\$ 50.00	\$ 75.00
Residential Ventilating systems	\$60 + state surcharge							
Air Conditioning System	\$60 + state surcharge					Residential \$50/unit, Commercial 1.5% of project value		\$ 55.00
Gas stoves, ranges, etc.	\$60 + state surcharge							
Replacement Furnace	\$60 + state surcharge					Residential \$50/unit, Commercial 1.5% of project value		
Misc equipment used for heating or cooling (solar, heatpumps, etc.)	\$60 + state surcharge							HVAC: 95%heating installations, 55\$/air conditioning
Manufacture home gas piping	\$60 + state surcharge							
Finish basement, rough in and final inspection	\$ 77.00					http://www.dli.mn.gov/rch/PDF/bc_by_2004_bldg_valuation_data.pdf	\$ 150.00	\$ 140.00
Fire Sale or Going-out-of-business sale (up to 30 days)	\$ 25.00							
Christmas Tree lot license	\$ 200.00							
Planning and Zoning: Watershed (sunrise)			\$ 100.00					\$350, escrow \$650
Planning and Zoning: Zoning Code Amendment			\$ 200.00					
Mailboxes (box and post)			\$ 67.00				\$ 80.00	
Excavation Permit			Administrative \$50, City Council \$200			Hole \$125, Emergency hole \$55, Trench \$50		Admin \$100, escrow \$250, IJP \$350, escrow \$650
Fire Marshall Inspection			\$47/hour					
Amusement and Vending Machine License					\$15/location + \$15/unit			
Cabaret License					\$ 200.00			
Dance					\$ 5.00			Annual \$100/year, per event \$10
Field Party License					\$ 30.00		\$ 50.00	
Horse Permits					\$ 20.00			
Hospital License					\$ 250.00			
Investigation Fee for Lawful Gambling License					\$ 100.00	\$ 50.00		
Large Assemblies					\$ 100.00			
Annual update to the City Code (Municode Supplement)					\$ 21.30			
A copy of the City Code/Ordinances					\$ 53.25			
Agenda Subscription						\$25, \$150 with packet		city council \$25/year, parks \$12/year
An ad in the Ham Laker (business card sized)					\$ 75.00			
Yearly subscription to "Ham Laker"					\$ 15.00			
Impounding horses, chickens, or mules					\$ 50.00			
Mainline/Handline Fee (actual postage cost is in addition to the fee)					\$ 1.50			
Septic System Owner's Guide (East Bethel has these too)					\$ 5.00			
Storm Management Plan					\$ 110.00			
Street Block Party Deposit						\$50 Refundable		
Non-Compliance fee						\$ 25.00		1st offense \$100, 2nd offense \$200, 3rd offense \$500, 4th offense \$1,000, 5th offense and beyond \$5,000
Special Meeting Request						\$ 250.00		\$35 for 4 hours or less
Lawn Strenuina Violation						\$ 200.00		
Nuisance Violation						\$ 200.00		\$75/occurrence
Residential Property Maintenance Violation						\$1,000 plus costs		
Assignment and Assumption Agreement						1/4% of the proposed issuance amount, \$3,000 min, \$25,000 max escrow		
Issuance of Conduit Debt						\$3,000 escrow		
Host approval of Conduit Debt						1% organization fee		
Revolving Loan Fund Application Fee							\$10 plus court imposed fees	
Parking Violation								
Dock permit								\$50, escrow \$100
Fuel Tank Removal								\$ 95.00
Mobile Home setup								by valuation
Water Softener Permit								Residential \$15, Commercial by valuation

Building Permit Fees for the City of Cambridge

Total Valuation	Fee
\$1.00 to \$500.00	\$50.00
\$501.00 to \$2,000.00	\$25.00 for the first \$500 plus \$3.50 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$75.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$400.00 for the first \$25,000.00 plus \$12.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$650.00 for the first \$50,000.00 plus \$10.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$1,000.00 for the first \$100,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,250.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,600.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof

Building Permit Fees for the City of Blaine

Total Valuation	Fee
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$393.75 plus \$10.10 for each additional \$1,000.00 or fraction thereof in excess of \$25,000, to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

Building Permit Fees for the City of Columbus

Total Valuation	Fee
\$1.00 to \$500.00	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$393.75 plus \$10.10 for each additional \$1,000.00 or fraction thereof in excess of \$25,000, to and including \$50,000.00
\$50,001 to \$100,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof