

**SPECIAL BUDGET & FINANCE COMMITTEE
CITY HALL CONFERENCE ROOM
OCTOBER 21, 2013
4:30 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Incode Online Payments (page 3)
 - B. Land Sale (page 8)
 - C. City Hall Office Chairs (page 12)
 - D. Water & Sewer Proposed 2014 Budgets (page 19)
- IV. OLD BUSINESS
 - A. Aquatic Invasive Species (page 41)
- V. INFORMATIONAL
- VI. ADJOURN

*****Please contact Renee Eckerly if you can't attend the meeting.*****

Voting Members: Jean Soine, Belinda Ludwig, Elliot LaBeau, Kay McDaniel, and Renee Eckerly.

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Budget & Finance Committee. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Budget & Finance Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Budget & Finance Committee

Committee/Council Meeting Date: October 21, 2013

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: III - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the attached minutes from April 17, 2013 Budget & Finance Committee meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from April 17, 2013 Budget & Finance Committee meeting.

**MINUTES
SPECIAL BUDGET & FINANCE AND CITY COUNCIL MEETING**

APRIL 17, 2013

Mayor Jeff Thompson called the meeting to order at 6:00 p.m. Council members present were Kay McDaniel, Jean Soine, Donavan Mayer, and Gene Beavers. Others present were Renee Eckerly, City Administrator; Bill Ludwig, Liquor Store Manager; Jennifer Welling, Administrative Assistant; Ashley Alsum, Cable Coordinator; Belinda Ludwig, Accounting Specialist Sr.; Elliot LeBeau, Sarah Utsch, CliftonLarsonAllen; and Doug Host, CliftonLarsonAllen;

Sarah Utsch and Doug Host introduced themselves and presented the 2012 Audit that included the following:

- A four page letter has been submitted to the City that reports the significant audit findings and qualitative aspects of accounting practices
- The City received an Unqualified Opinion which is the best opinion to receive
- Governmental combined funds totaled \$4,581,987.00; decrease of \$159,495.00 from 2011
- General Fund's ending balance was \$1,585,819.00 an increase of \$168,047.00 from 2011
- Actual revenues were \$129,098.00 over budget; actual expenditures were \$39,949.00 under budget
- City has 9.8 months of expenses in reserves; State Auditor recommends 5 months of expenses in reserves
- Internal policy wants 55% - 60% in reserves and the reserve has 90%
- Biggest revenue was the Hwy. 23 grant; biggest expenses was the Hwy. 23 project
- Revolving loan fund shows an increase due to not as many new loans
- Debt service funds and Enterprise funds including water, sewer, and liquor were reviewed
- Liquor Store had an operating income of \$62,620.00, with a gross profit margin of 21.9%
- Liquor inventory shows the highest ever been on 12-31-12; sales are up, cost of sales are up, gross profit is healthy, and the transfer of \$40,000.00 to the General Fund is up from 2011
- Findings and recommendations – internal control structure, same three findings as last several years:
 - Financial reporting process
 - Segregation of duties
 - Audit adjustments
- Spend over \$500,000.00 in expenditures resulted in a single audit for Wastewater Treatment Facility project
- One finding - the City needs to monitor contract language; to verify if the contractor/vendor is not disbanded or debarred
- New GASB requirements were discussed

Utsch and Host thanked the Council and stated that they will present a brief presentation of the audit at the next City Council meeting.

There being no further business, the meeting was adjourned at 6:42 p.m.

Renee Eckerly, City Administrator

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Budget & Finance Committee

Committee/Council Meeting Date: October 21, 2013

Agenda Section: New Business

Originating Department: Administration

Item Number: III - A

ITEM DESCRIPTION: Incode Online Payments

Prepared by: Staff

COMMENTS:

Renee Eckerly will give a report on the proposal from Tyler Technologies to allow credit cards and e-statements for City transactions.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to allow credit cards and e-statements for City Hall transactions through cash collections and recommend such to the City Council.



Proposal

Local Government Division

Presented to:

Renee Eckerly
City Administrator
City of Paynesville
221 Washburne Ave
Paynesville, MN 56362
(320) 243-3714
reenee@paynesvillemn.com

Proposal date:

October 3, 2013

Submitted by:

DK Robertson
(800) 646-2633
dk.robertson@tylertech.com

Tyler Technologies
Local Government Division
5519 53rd Street
Lubbock, Texas 79414

Investment Summary

Renee Eckerly
City of Paynesville
October 3, 2013



Investment Breakdown

Proposal Valid for 120 days

Software	Investment	Annual Fees
License Fees (Existing Customer)	4,400	1,100
	4,400	1,100
Tyler On-Demand	Investment	Annual Fees
Hosted Applications	800	480
	800	480
Professional Services	Investment	
Implementation Services (Existing Customers)	1,000	
	1,000	
Project Total	6,200	1,580

Training will be conducted remotely

Note: Travel Expenses are billed as incurred based on Federal IRS per diem standards.

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Software Licenses
 Renee Eckerty
 City of Paynesville
 October 3, 2013



Application Software	QTY	Hours	License Fee	Estimated Services	Annual Maintenance
Incode Content/Document Management Suite			4,400	1,000	1,100
Incode Printing and Reporting Solutions					
Forms Overlay <i>(4 Overlays for Financials, 4 Overlays for Court, 5 Overlays for CRM, 1 Logo)</i>	1,650	Included			
Tyler Output Processor					
Tyler Output Processor Server <i>(Base Top Engine, Print Output Channel, Tyler Content Management Output Channel, Email Output Channel)</i>	2,750	8.0			
Incode Application Subtotal		8	4,400	1,000	1,100
Application and System Software Total			4,400	1,000	1,100

Accu4GL 0

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Hosted Applications

Renee Eckerly
 City of Paynesville
 October 3, 2013



Service	QTY	Charges	Initial Year	Annual Fee
Citizen Portal				
One Time Setup Fee	1	800	800	
<ul style="list-style-type: none"> - Hardware Configuration - DNS registration 				
INCODE Utility Billing On-Line Component				
Utility Billing Online (4 cents per bill, per month)	<u>1,000</u>	0.04 /month	480	480
<ul style="list-style-type: none"> - Data extraction and storage - Display of: <ul style="list-style-type: none"> • Current status (late, cut off etc) • Action needed to avoid penalty • Current Balance • Deposits on file (optional) • Last payment date • Last payment amount • Payment arrangements on file • Last bill amount • Last bill date • Bill due date • Contracts on file and status • Transaction history - Address information including <ul style="list-style-type: none"> • Mapping • Legal description* • Precinct* • School district* • Services at address <ul style="list-style-type: none"> * - Subject to data availability - Consumption history by service, including graphs - Request for service (optional) - Information change request (optional) - Security - SSL (Secure Socket Layer) 				
<ul style="list-style-type: none"> - Online Payments <ul style="list-style-type: none"> • Payment packet is created to be imported to Utility System 				
NOTE: Customer pays \$1.25 fee per transaction for payment on-line.				
Hosted Applications Total			1,280	480

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**NOTICE OF SHERIFF'S EXECUTION SALE
REAL PROPERTY – NON HOMESTEAD**

Under and by virtue of an Execution issued out of and under the seal of the District Court of the State of Minnesota, in and for the Fourth Judicial District and County of Hennepin.

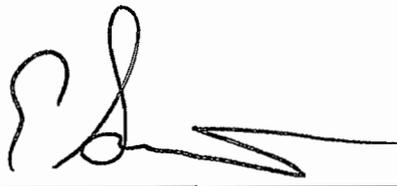
On the 13th day of March, 2012, upon a judgment rendered and docketed in said Court and said County in an action therein, between: In Re: The Matter of the Trust created under the Will of Robert Erving Nelson f/b/o Debra Haskins, Plaintiff(s), in favor of said Plaintiff(s) and against said Defendant, Barry L. Blomquist, Jr., for the sum of \$400,131.15 Dollars as appears by the judgment roll filed in the office of the Clerk of said District Court for said County, and whereas, said judgment was docketed in said Court on the 20th day of April, 2012, at 12:20 o'clock pm and the sum of \$459,502.50, is now actually due thereon, with interest of \$109.62 per diem from the 5th day of September, 2013, and up to and including the date of sale, also for increased costs and for all Sheriff's fees, costs and disbursements of levy and sale, which said Execution has to the Sheriff of said County been duly directed and delivered, said Sheriff has levied upon and will sell at public auction to the highest cash bidder, in the lobby of said Sheriff's main office, Room S-136, 807 Courthouse Square in the City of St. Cloud, Minnesota, in said County, on the 14th day of November, 2013, at 11:00 o'clock am all right, title and interest that the above-named judgment debtor had in and to the real property, hereinafter described on the 9th day of July, 2013, at 10:37 o'clock am, that being the date of docketing of said judgment or any interest therein which said judgment debtor(s) Barry L. Blomquist, Jr. have since that day acquired, the description of the property being as follows, to wit:

See Attachment A

according to the plat thereof on file and of record in the office of the County Recorder/ Registrar of Titles in and for the said County.

Terms of Sale: Cash, Certified Bank Check or Cashier's Check payable to:
Stearns County Sheriff

Dated: 9-12-13

By: 
Deputy Sheriff (Signature)

Eric Schultz 2581
Deputy Sheriff (Printed) Badge #

ATTACHMENT A

COUNTY: Stearns

LEGAL DESCRIPTION: Parcel 1: That part of the North 131 feet of the NW1/4NE1/4, Sec. 21, Twp. 122, Rge. 32, lying East of the centerline of the Easterly right of way line of M.T.H. No. 55, 4 and 124, Stearns County, Minnesota.
Parcel 2: All that part of the South 50.00 feet of the SW1/4SE1/4, Sec. 16, Twp. 122, Rge. 32, Stearns County, Minnesota which lies easterly of the easterly right of way line of State Trunk Highway No. 55 and State Trunk Highway No. 124. Subject to an easement for ingress and egress purposes over and across the westerly 66.00 feet thereof. (The easterly line of said easement is a line which lies 66.00 feet easterly of; as measured at right angles and parallel with said easterly right of way line. Said tract being conveyed for the purpose of attachment to a contiguous lot, to-wit: That part of the North 131.00 feet of the NW1/4NE1/4, Sec. 21, Twp. 122, Rge. 32, lying east of the easterly right of way line of State Trunk Highway Nos. 4, 55 and 124, Stearns County, Minnesota.

Abstract

Torrens

Parcel 3

Legal: Lot Seven (7), Block Two (2) of Project 55 First Addition, according to the plat and survey thereof, now on file and of record in the office of the Stearns County Recorder, Stearns County, Minnesota;

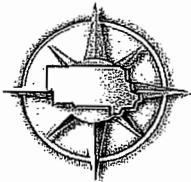
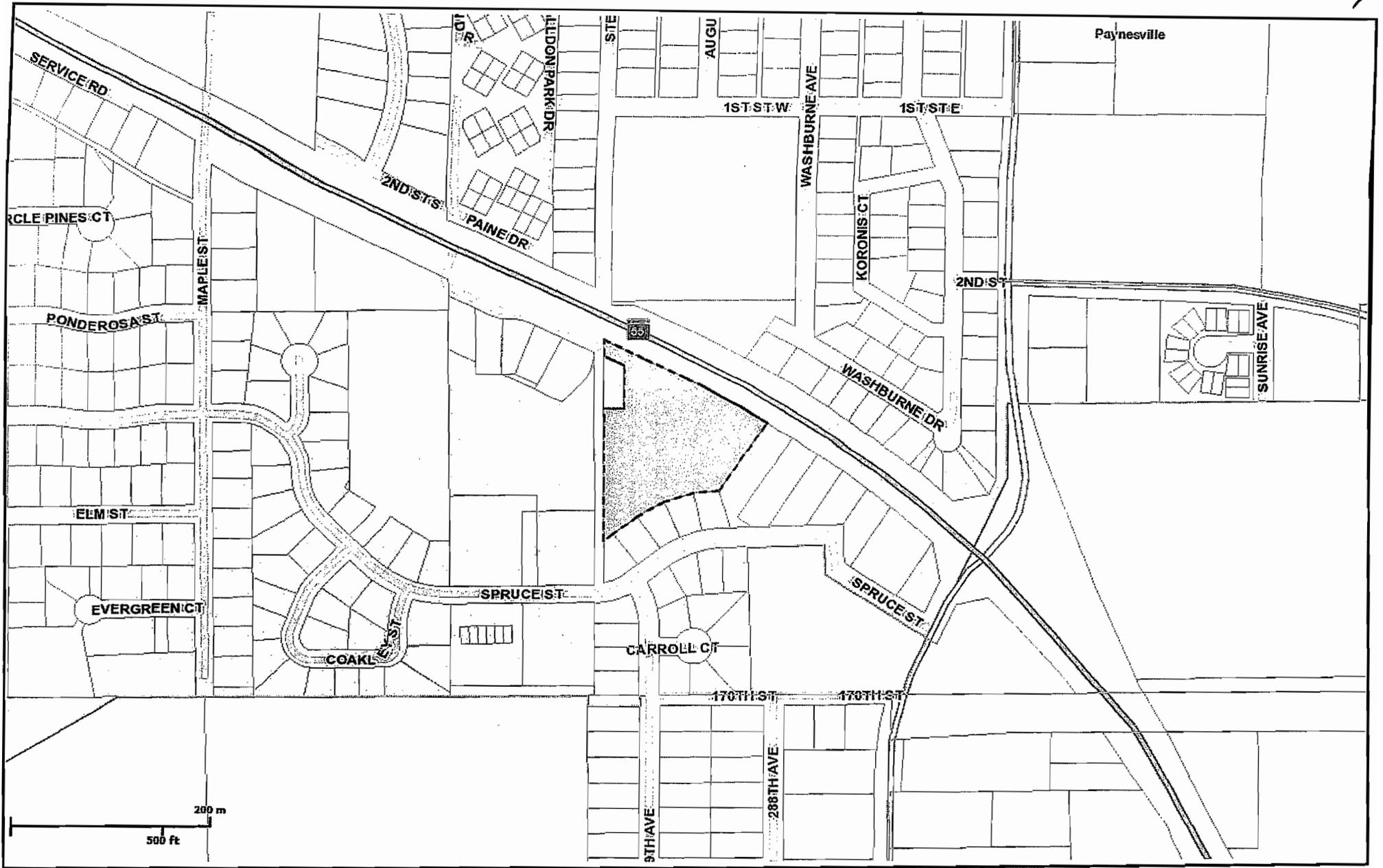
except that part thereof conveyed to the City of Paynesville in Document No. 951676, recorded November 7, 2000, and described therein as follows:
That part of Lot 7, Block 2, PROJECT 55 FIRST ADDITION, according to the recorded plat thereof, Stearns County, Minnesota described as follows:
Beginning on the West line of said Lot 7, a distant 55.88 feet South of the Northwest corner of said Lot 7; thence along an assumed bearing of South 63 degrees 07 minutes 54 seconds East, parallel with and distant 50 feet South of the South right-of-way line of T.H. #55 a distance of 72.63 feet; thence South 00 degrees 17 minutes 56 seconds West 151.41 feet; thence North 89 degrees 42 minutes 04 seconds West 65.00 feet to the West

PID: 70.39244.0060 (abstract)

♫

Parcel Information

Property Number	70.39244.0060
Roll Type	1 - Real Propert
Current Owner of Record	HUNTER GERALD D
Mailing Address	16093 LAKE KORONIS RD
City, State, Zip	PAYNESVILLE MN 56362-9450
Property Address	309 STATE HIGHWAY 55
City	PAYNESVILLE
State	MN
Zip	56362
Tax Authority Group	7003 PAYNESVILLE CITY 741
Section, Township, Range	Section 16 Township 122 Range 032
Deeded Acres	0
Legal Description	LOT 7 LESS THAT PT DAF BEG ON W LN OF LOT 7 55.88' S OF NW CORN OF LOT 7 - S63D E 72.63' - S 151.41' - N89D W 65' - N 183.34' TO POB
Additional Legal Description	SubdivisionName PROJECT 55 FIRST ADDITION Lot 007 Block 002 SubdivisionCd 70034
Tax Year	2013
Assessment Year	2012
Taxpayer	GERALD D HUNTER
Address	16093 LAKE KORONIS RD
City, State, Zip	PAYNESVILLE MN 56362-9450
First Half Installment	\$836.00
First Half Due Date	05/15/2013
Second Half Installment	\$836.00
Second Half Due Date	10/15/2013
Total Tax	\$1,672.00
Taxable Market Value Total	\$78,400.00
Estimated Market Value Total	\$78,400.00
Green Acres	\$0.00
New Construction	\$0.00
Property Classification	4B4-Residential nonhomestead - Land only



Tuesday, Oct. 1, 2013 at 3:46 PM

These data are provided on an 'AS-IS' basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Alice McColley

From: Stacy Emerson [semerson@nbpoffice.com]
Sent: Tuesday, October 08, 2013 10:59 AM
To: Alice McColley
Subject: Chair Pricing
Attachments: Herman Miller Warranty.pdf, HON-Full-Lifetime-Warranty.pdf, OfficeStar Warranty.pdf

Good morning Alice,

Following are the prices for the three office chairs that we've narrowed your selections down to:

Herman Miller Aeron Chair

#AE113AWB
UofM Contract Price: \$783.64/ea.
Deliver & Install Fee: \$35.00/ea.

*Herman Miller
679.00*

*Amazon
889.00*

HON Ignition Chair

#HIWM3.D.H.M.NT10.T.SB
UofM Contract Price: \$288.80/ea.
Deliver & Install Price: \$35.00/ea.

336.00

OfficeStar ProGrid II Chair

#92893-30
Delivery & Install Price: \$199.99/ea.
\$ N/A

*Office Star
205*

183 - 284

*all
10/11
revised*

Note that the Herman Miller & HON seating prices are based on prenegotiated contract pricing or government offices thus the reason for the small delivery & installation fee. I've also attached the warranty information for each chair quoted above. Please feel free to contact me with any questions you may have.

Respectfully,

Stacy Emerson
Northern Business Products
800-252-4234 Office
320-235-0629 Fax
320-249-4290 Cell





A warranty is a promise.

Here's ours: 12 years, 3 shifts, labor included

Our warranty covers everything—including electrical components, casters, pneumatic cylinders, tilts, and all moving mechanisms.

It recognizes the changing nature of work and the need for products that can stand up to continuous use.

And it means that when warranty work is performed in the U.S. and Canada, Herman Miller foots the bill.

At Herman Miller, we work for a better world around you. Our products—and our promise to stand behind their quality 100 percent—are designed to improve your environment whether it's an office, hospital, school, home, an entire building, or the world at large.



All products sold under the Herman Miller brand, including Herman Miller Collection, Herman Miller Healthcare, and Geiger[®], are backed by our 12-year, 3-shift warranty, except as limited or described below. Warranty information for Nemschoff Chairs, Inc., can be found by visiting www.nemschoff.com, selecting "Resources," and then "Warranty."

Herman Miller Products

5 years

Ardea[™] personal light, Connect[™] power and data, Flute[™] personal light, Herman Miller International Collection[™], laptop holder (Y7522.), laptop/projector stand (Y7524.), Leaf[™] personal light, RoomTune[™] tackboard and markerboard, single monitor arm (Y7520.), Tone[™] personal light, Twist[™] LED task light

1 year

Scoter[™] stand with wood top

Herman Miller Collection Products

5 years

AGL Table Group[™]; Capelli stool; Eames[™] chaise, desk units, Hang-It-All[™], lounge chair and ottoman, molded plywood lounge and dining chairs, molded fiberglass chairs, molded plastic chairs, molded wood side chairs, molded plywood coffee table, molded plywood folding screen, rectangular coffee table, sofa compact, storage units, two- and three-seat sofas, walnut stool, wire base elliptical table, wire base low table, and wire chairs; Goetz[™] sofa; Nelson[™] basic cabinet series, coconut chair, marshmallow sofa, miniature chests, pedestal stool, platform bench, platform bench cushion, swag leg group, thin edge group, and x-leg tables; Noguchi[™] table and Noguchi Rudder coffee table; Wireframe[™] sofa group

3 years

Eames aluminum group outdoor, Eames table outdoor, and Eames wire base low table outdoor; Nelson pedestal table outdoor

Herman Miller Healthcare Products

5 years

Compass[™] above-bed light; Procedure/Supply Carts basic, deluxe, and proximity keyless lock bars (CT621., CT630.D, CT630.P)

3 years

Compass system faucets; electric motors for height-adjustable tables and keyless entry lock bar (CT620.)

1 year

Compass system faucet sensors and control box

Herman Miller Materials

5 years

Herman Miller proprietary fabrics (Pellicle[™], AireWeave[™], FLEXNET[™], 3D Suspension, and Lyris 2[™] are covered under the 12-year warranty)

3 years

Herman Miller Textile Alliance Program[™]

1 year

Herman Miller Design on Textile (DOT[™]) and Customer's Own Image (COI)

Herman Miller Options[™] and Vary Easy[™]

Standard product warranty unless otherwise noted on individual product quotes

All Other Products, Parts, and Services

5 years

Electronic ballasts used in task lighting; mechanical components (drive shaft, crank handle, etc.) on Everywhere[™] table legs (DT6 and DT7)

3 years

All service parts

2 years

Electrical components (switch, control box, etc.) on Everywhere table legs (DT6 and DT7)

1 year

Qt[™] Quiet technology

6 months

All other products, parts, and any services not listed above, sold or furnished by Herman Miller or its subsidiaries, except for consumable products such as light bulbs, fans, keyless locks, and other electronic products for which no warranty is given

Other Manufacturers' Products

2 years

Magis[™] and Mattiazzi-branded products are warranted for two years from the date of purchase by the original purchaser.

None

Herman Miller will pass through to the original purchaser any warranty supplied by other manufacturers to the extent possible, including, but not limited to, open-line laminates.

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Provisions that apply to all Herman Miller-branded products and services:

Herman Miller, Inc. ("Herman Miller"), 855 East Main Avenue, PO Box 302, Zeeland, Michigan 49464-0302, USA, warrants the products sold by it and its subsidiaries to be free from defects in material and workmanship, regardless of the number of shifts during which the products are used, for the warranty periods specified.

This warranty covers the sale of Herman Miller product in all countries. Not all of the product lines appearing on this list are marketed by Herman Miller in all countries, and appearance on this list does not imply an offer for sale of a product line in a particular place. Product line availability is defined in current price lists applicable to different regions.

During the applicable warranty period, Herman Miller, as its sole obligation, will repair or replace (at its option) any product, part, or component covered by this warranty and sold after the effective date of this warranty which fails under normal use as a result of a defect in material or workmanship; Herman Miller will repair or replace the aforementioned product, part, or component with a comparable product, part, or component.

This warranty extends only to the original purchasers who acquire new product from Herman Miller, its subsidiaries, or its authorized resellers. Any product, part, or component must have been used according to Herman Miller's published instructions and installed and maintained by a Herman Miller factory-trained technician or an authorized Herman Miller dealer installer. If these requirements are met, warranty coverage will be extended. Any misuse, abuse, or modification to the original product voids the warranty. Herman Miller does not warrant the performance of the product when used in combination with other than original Herman Miller product.

The warranty period starts from the date of purchase.

This document inclusively describes all of the warranties given and remedies available with respect to the company's products and services. Herman Miller and its subsidiaries disclaim any other warranty whether express or implied, statutory or otherwise, in relation to the products.

Herman Miller does not warrant:

- natural variations in wood grain or figure or the presence of character marks
- changes in surface finishes, including colorfastness, due to aging or exposure to light
- marks, scars, or wrinkles occurring naturally in leather
- veins, marks, voids, fissures, or cracks found naturally in stone

In addition, Herman Miller does not warrant:

- failure resulting from normal wear and tear
- pilling of textiles
- the matching of colors, grains, or textures of natural materials
- the colorfastness or the matching of colors of textiles, including an exact match to cuttings, samples, or to swatch cards
- damage, marking, or staining of veneer surfaces due to contact with rubber or similar compounds; damage from sharp objects or imprinting from writing instruments, or prolonged exposure to direct sunlight

- discoloration of Lyris™, Lyris 2, and any light-colored textiles due to soiling, stains, or dye transfer from clothing including denim
- foreign objects abrading fabric over time

Herman Miller tests Customer's Own Material (COM) and other customer-supplied items for manufacturing quality only and does not provide any warranty with regard to these materials.

Herman Miller does not warrant products that are exposed to extreme environmental conditions or that have been subject to improper storage.

Herman Miller's products meet the requirements of national and specific local codes as stated in the price books and other written publications.

TO THE EXTENT ALLOWED BY LAW, ANY IMPLIED WARRANTIES, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE DISCLAIMED AND TO THE EXTENT THEY ARE LEGALLY REQUIRED, ARE LIMITED IN DURATION TO THE DURATION OF THIS WRITTEN WARRANTY.

HERMAN MILLER SHALL NOT BE LIABLE FOR LOSS OF TIME, INCONVENIENCE, COMMERCIAL LOSS, OR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

Applies in US only: Some states do not allow limitations on how long an implied warranty lasts or do not allow the exclusion or limitation of incidental or consequential damages, so the limitations or exclusions in the two preceding paragraphs may not apply. This warranty gives the purchaser specific legal rights; however, the purchaser may also have other rights that may vary from state to state.

Applies outside US: Except as stated above, Herman Miller will not be liable for any loss or damage (including costs) however caused, whether direct or consequential, incurred or suffered by the purchaser or any third party in respect of the products but nothing contained herein will or will be considered to exclude or restrict any liability on Herman Miller's part for death or personal injury resulting from negligence.

Effective October 2013

HermanMiller

For more information about our products and services or to see a list of dealers, please visit us at www.hermanmiller.com or call (800) 851-1190.

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® Herman Miller, Ardea, Eames, Leaf, Pellicle, RoomTune, Scooter, and Vary Easy are among the registered trademarks of Herman Miller, Inc., and its owned subsidiaries.

™ AGL Table Group, AirWeave, Compass, Connect, DOT, Everywhere, FLEXNET, Flute, Herman Miller International Collection, Lyris, Lyris 2, Nelson, Tone, Twist, and Wireframe are among the trademarks of Herman Miller, Inc., and its owned subsidiaries.

™ Herman Miller Options and Textile Alliance Program are service marks of Herman Miller, Inc. Geiger is a registered trademark of Geiger International.

Goetz is a trademark of Mark W. Goetz.

Hang-It-All is a registered trademark of Lucija Eames Demetrios, d.b.a. Eames Office.

Hoguchi is a registered trademark of The Isamu Foundation and Garden Museum.

Q1 Quiet technology is among the trademarks of Cambridge Sound Management, Inc.

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HON FULL LIFETIME WARRANTY

YOUR HON FULL LIFETIME WARRANTY

Every time you purchase a HON product, you're making an investment in your future. We're proud to play a part in that future, and you can trust us to do our best for as long as you need us.

The HON Full Lifetime Warranty is our assurance to you that the HON desks, workstations, seating, tables, or storage you purchase will be free from defective material or workmanship for the life of the product.

In the unlikely event that any HON product or component covered by the HON Full Lifetime Warranty should fail under normal workplace use as a result of defective material or workmanship, HON promises to repair it. If we are unable to repair it, we will replace it with comparable product or, if you prefer, we will refund your purchase price.

WHAT'S COVERED BY THE HON FULL LIFETIME WARRANTY?

Your HON Full Lifetime Warranty applies to product manufactured after January 1, 2011. All HON product lines, materials, and components are covered by your HON Full Lifetime Warranty except for the items described below.

The specific product lines, materials, and components listed below are covered under HON's Full 12-Year and Full 5-Year Warranties (from date of purchase).

HON'S FULL 12-YEAR WARRANTY

- Electrical components (lamps and ballasts are not covered)
- Seating ilira®-stretch
- Laminate surfaces
- Seating controls
- Signal seating upholstery fabric
- Accessories
- Wood seating
- Veneer surfaces

HON'S FULL 5-YEAR WARRANTY

- Panel and seating textiles

These warranties apply to HON products sold within the United States of America, U.S. Territories, and Canada, as well as U.S. Military and Federal Agency purchases (regardless of location).

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IS ANYTHING NOT COVERED?

There are a few exclusions to the HON Full Lifetime Warranty and to the 12 and 5-year warranties. These exclusions are:

- All basyx® by HON products (these products are covered under a separate basyx® by HON warranty).
- Color-fastness or matching of colors, woodgrains, or textures occurring in wood, leather, or other materials that naturally exhibit inherent color variations.
- Customer's own materials (COM) selected by and used at the request of a user.
- Modifications or attachments to the product that are not approved by The HON Company and product failures resulting from such modifications or attachments.
- Product normal wear and tear, which is to be expected over the course of ownership.
- Products that were not installed, used, or maintained in accordance with product instructions and warnings.
- Products used for rental purposes.

WARRANTY REQUESTS OR QUESTIONS?

Your HON dealer is our mutual partner in supporting your warranty requests. To obtain service under this warranty, please contact your HON dealer. If you are not sure who your dealer is, please call HON Customer Support at 800.833.3964.

THAT'S YOUR HON FULL LIFETIME WARRANTY. AS AN OWNER OF HON PRODUCT, THE WARRANTY EXPLAINED HERE IS YOUR SOLE AND EXCLUSIVE REMEDY. THERE ARE SOME EXCEPTIONS IF YOU PURCHASED THE PRODUCT FOR HOME OR PERSONAL USE WHICH ARE EXPLAINED BELOW. TO THE EXTENT ALLOWED BY LAW, THE HON COMPANY MAKES NO OTHER WARRANTY, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE HON COMPANY WILL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES.

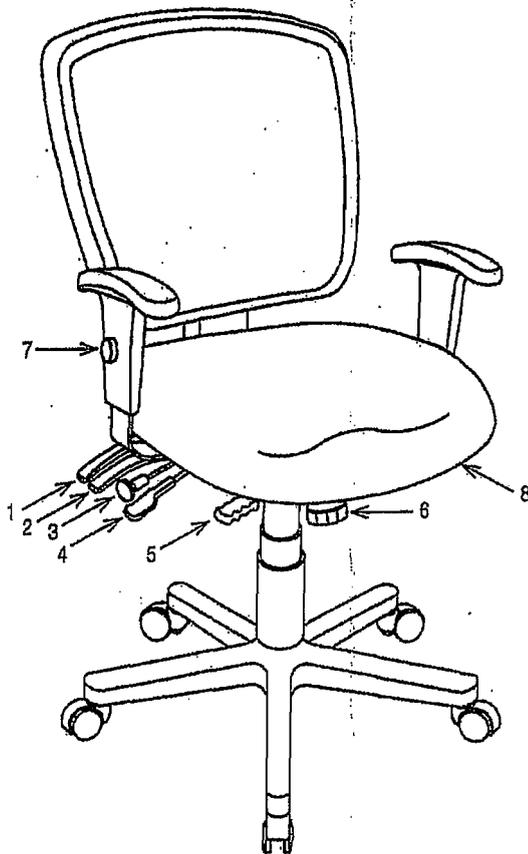
A WORD ABOUT PURCHASES FOR HOME OR PERSONAL USE

Please note, this section only applies if you purchased your HON product for your home or for your own personal or family use. HON's warranties give you specific legal rights and you may have other rights, which vary from state to state. As a consumer purchaser, the complete exclusion of implied warranties noted in the above paragraph does not apply to you, however, to the extent allowed by applicable state law, the implied warranties are limited to the applicable term of the warranty. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion or limitation may not apply to you.



92893

MANAGER'S CHAIR OPERATING INSTRUCTIONS



FEATURES

- **PNEUMATIC SEAT HEIGHT ADJUSTMENT**
To raise seat remove pressure from seat and pull lever (4) up.
To lower seat height sit on chair and pull lever (4) up.
- **SEAT ANGLE ADJUSTMENT**
To adjust seat angle, lift lever (2). Leave lever up for free float or push lever (2) down to lock.
- **BACKREST ANGLE ADJUSTMENT**
To adjust back angle lift lever (1). Leave lever (1) up for free float or push lever (1) down to lock at any angle.
- **SEAT SLIDER ADJUSTMENT**
To slide seat forward or backward, pull handle bar (3) out. Release handle bar (3) to lock desired seat position.
- **TILT TENSION ADJUSTMENT**
To adjust tilt tension, Turn knob (6) clockwise to increase tension and counter-clockwise to decrease or ease the tension.
NOTE: Be careful not to completely loosen knob (6).
- **SEAT/BACK ANGLE ADJUSTMENT & FORWARD TILT**
To adjust Seat/Back angle, lift lever (2) leave lever up for free float or push lever down to lock. For forward tilt lean back with lever (2) in the down position and push lever (5) forward. Lift lever (2) and the seat will tilt forward for keyboard intensive activities.
- **ARM HEIGHT ADJUSTMENT**
To adjust arm height, push bottom (7) to allow the arms to move up or down freely. Release bottom (7) once the desired height is reached.
- **ARM HEIGHT WIDTH ADJUSTMENT**
To adjust arm width, loosen knob (8) to allow the arms to move in and out freely, tighten knob (8) once the desired width is reached.

WARNING

1. Use this product only one person at a time.
2. Do not use this chair unless all bolts screws and knobs are securely tightened.
3. Check that all bolts screws and knobs are tight every three months or as needed.
4. Dispose of packing material properly. Do not use plastic cover as head covering. It may cause suffocation.
5. Do not use chair as a stepladder.
6. Use this chair for its intended purpose only.
7. Use mild detergent only for cleaning.

LIMITED WARRANTY

Pro-Line II chairs are warranted* from the date of purchase against failure due to material and workmanship as follows:

- Lifetime on component parts including pneumatic cylinder, control mechanism, base and casters.
- 3 Years on upholstery fabric and foam against wear and deterioration.

To make a warranty claim, contact Parts Department. Provide model number and description of the problem and obtain return authorization.

At it's option Office Star Products will:

- (a) Supply compatible components of current manufacture.
 - (b) Repair the customer's component. The customer must prepay freight on any components returned to the factory.
- Return freight on components still in warranty will be paid by Office Star Products.

*All warranties are limited to the original purchaser for normal commercial usage defined as a standard forty hour work week by persons weighing 250 lbs. or less. This warranty will not cover labor, freight or damage from misuse, abuse, negligence, alteration, accident, vandalism, rusting, acts of nature or any other event beyond the control of Office Star Products. The warranty does not cover cosmetic damage that may result from normal use. Liability for incidental or consequential damages is excluded. The user assumes all risk of injury resulting from use of this product. When usage is more than 40 hours per week, a five year warranty on all parts applies. Fabric and foam is warranted for one year. This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Our quality standards are among the highest in the industry. Sometimes, no matter how hard we try, there are times when parts are damaged or missing. Our Parts Department will do everything possible to promptly remedy the problem. Contact us via e-mail parts@officestar.net, by Fax 1-909-930-5629, or toll free parts number 1-800-950-7262, Monday through Friday 8:00 a.m. - 5:00 p.m. Pacific Time.



Proposed Water Rates (Based on AsBid Prices 9-11-13)

Projected Rates Based on \$1M Reserve Contribution & a \$70K Reduction in the Water Budget
City of Paynesville

USAGE (GALLONS PER QUARTER)	CURRENT COST (QUARTERLY)	PROPOSED COST (QUARTERLY)	QUARTERLY INCREASE	MONTHLY INCREASE	DAILY INCREASE
10,000	\$39.56	\$45.56	\$6.00	\$2.00	\$0.07
15,000	\$52.41	\$60.91	\$8.50	\$2.83	\$0.09
X 17,000	X \$57.55	X \$67.05	X \$9.50	X \$3.17	X \$0.10
20,000	\$65.26	\$76.26	\$11.00	\$3.67	\$0.12
25,000	\$78.11	\$91.61	\$13.50	\$4.50	\$0.15
30,000	\$90.96	\$106.96	\$16.00	\$5.33	\$0.18
40,000	\$116.66	\$137.66	\$21.00	\$7.00	\$0.23
50,000	\$142.36	\$168.36	\$26.00	\$8.67	\$0.28

CURRENT RATES: \$19.00 BASE RATE
 \$2.57 BULK RATE (PER 1000 GALLONS)

PROPOSED RATES: \$21.00 BASE RATE
 \$3.07 BULK RATE (PER 1000 GALLONS)

Phased Rate Increase using Dedicated Reserves

Year	Proposed Usage Rate	Revenue from Increased Usage Rate	Proposed Base Rate	Revenue from Increased Base Rate	Contribute \$70K from Water Budget	Projected Loan Payment	Funds Required from Dedicated Reserves
2013	\$2.57	\$0.00	\$19.00	\$0.00	\$0.00	\$0.00	\$0.00
2014	\$2.67	\$16,072.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$105,104.78
2015	\$2.77	\$32,144.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$89,032.78
2016	\$2.87	\$48,216.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$72,960.78
2017	\$2.97	\$64,288.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$56,888.78
2018	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2019	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2020	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2021	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2022	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2023	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2024	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2025	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2026	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2027	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2028	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2029	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2030	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2031	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2032	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
2033	\$3.07	\$80,360.00	\$21.00	\$9,280.00	\$70,000.00	\$200,456.78	\$40,816.78
Total		\$1,446,480.00		\$185,600.00	\$1,400,000.00	\$4,009,135.54	\$977,055.54

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

WATER FUND

REVENUES	2010		2011		2012		2013		2014	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
WATER RECEIPTS										
0-4-3720-0450 WA CONNECTION/TRUNK FEES	18,697	4,279	4,397	0	4,258	0	0	0	0.00	
0-4-3720-1170 GRANT MONIES	0	0	16,346	0	0	0	0	0	0.00	
0-4-3720-2103 METERED CONSUMER SALES	413,627	422,508	473,452	529,660	226,759	543,032	13,372	2.52		
0-4-3720-2110 WATER PURCHASED IN BULK	1,093	1,084	2,189	0	325	0	0	0.00		
0-4-3720-2150 SALES TAX RECEIPTS	10,607	10,713	11,666	0	5,795	0	0	0.00		
0-4-3720-2810 NEW WATER METERS	810	1,733	2,294	0	1,115	0	0	0.00		
0-4-3720-3100 INTEREST INCOME ON INVESTMENTS	15,161	11,887	7,938	11,000	5,973	11,000	0	0.00		
0-4-3720-3110 CHANGE IN FAIR MARKET VALUE	411	192	1,082	0	0	0	0	0.00		
0-4-3720-4030 CONTRIBUTION REVENUE	0	0	0	0	0	0	0	0.00		
0-4-3720-4031 WATER FESTIVAL DONATION	500	500	775	0	450	0	0	0.00		
0-4-3720-4050 OTHER MISCELLANEOUS INCOME	143	4,346	1,385	0	133	0	0	0.00		
0-4-3720-5110 SPECIAL ASSESSMENTS FROM MUNI	0	0	0	0	0	0	0	0.00		
0-4-3720-5320 SPECIAL ASSESSMENTS FROM COUNT	1,876	1,300	127	0	235	0	0	0.00		
0-4-3720-9600 PERMANENT TRANSFERS IN	0	24,000	0	0	0	0	0	0.00		
0-4-3720-9601 CAPITAL CONTRIBUTIONS FROM GEN	0	217,080	0	0	0	0	0	0.00		
TOTAL WATER RECEIPTS	462,926	699,622	521,651	540,660	245,042	554,032	13,372	2.47		
TOTAL REVENUES	462,926	699,622	521,651	540,660	245,042	554,032	13,372	2.47		

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

10-WATER FUND
 SOURCE OF SUPPLIES - WELL

EXPENDITURES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
10-5-4821-1320 PROFESSIONAL SERVICES (TESTING	225	0	30	200	0	200	0	0.00
10-5-4821-2200 UTILITIES	13,692	16,466	15,946	18,000	6,371	18,000	0	0.00
10-5-4821-2400 MAINTENANCE & REPAIR OF EQUIP	4,790	0	6,786	10,000	465	10,000	0	0.00
10-5-4821-2500 MAINTENANCE & REPAIR OF BLDG	38	62	507	0	0	0	0	0.00
10-5-4821-3000 GENERAL/OFFICE SUPPLIES	71	169	160	200	0	200	0	0.00
10-5-4821-4600 LICENSES & TAXES	0	0	0	0	0	0	0	0.00
TOTAL SOURCE OF SUPPLIES - WELL	18,815	16,697	23,429	28,400	6,836	28,400	0	0.00
-4821-1320 PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Sampling of Wells								
-4821-2200 UTILITIES (CURRENT YEAR NOTES: Electric usage of the Wells								
-4821-2400 MAINTENANCE & REPAIR OF (CURRENT YEAR NOTES: Well repairs								

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

)-WATER FUND
 PURIFICATION

EXPENDITURES	2010		2011		2012		2013		2014	
	ACTUAL		ACTUAL		ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
J-5-4823-1320 PROFESSIONAL SERVICES (TESTING	310		288		0	300	0	300	0	0.00
J-5-4823-2200 UTILITIES	14,851		18,766		19,672	19,500	9,880	20,000	500	2.56
0-5-4823-2400 MAINTENANCE & REPAIR OF EQUIP	1,194		1,183		2,131	2,500	728	2,500	0	0.00
0-5-4823-3000 GENERAL/OFFICE SUPPLIES	209		187		331	350	30	350	0	0.00
0-5-4823-3010 PLANT CHEMICALS	9,105		8,256		7,946	9,000	5,057	9,500	500	5.56
0-5-4823-3811 UNIFORMS	75		0		0	0	0	0	0	0.00
0-5-4823-5200 NEW EQUIPMENT	257		0		1,969	2,000	0	2,000	0	0.00
TOTAL PURIFICATION	26,001		28,681		31,387	33,650	15,694	34,650	1,000	2.97

- 4823-2200 UTILITIES CURRENT YEAR NOTES:
Water plant power
- 4823-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
Water plant repairs, chemical feed pumps, controls,
scale air compressor etc.
- 4823-3010 PLANT CHEMICALS CURRENT YEAR NOTES:
Cl2, KmNo4, Flouride

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

10-WATER FUND
 DISTRIBUTION

EXPENDITURES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
10-5-4824-1311 PROFESSIONAL SERVICES (GENERAL	0	0	48	0	0	0	0	0.00
10-5-4824-1320 PROFESSIONAL SERVICES (TESTING	306	564	720	720	1,301	720	0	0.00
10-5-4824-2400 MAINTENANCE & REPAIR OF EQUIP	5,352	11,842	2,993	11,000	9,183	12,000	1,000	9.09
10-5-4824-2900 CONTRACTUAL SERVICE	1,600	2,699	1,712	1,750	1,200	1,800	50	2.86
10-5-4824-3000 GENERAL/OFFICE SUPPLIES	1,311	1,159	1,066	1,500	390	1,200	(300)	20.00-
10-5-4824-5200 NEW EQUIPMENT	4,874	5,566	3,783	5,000	3,475	5,000	0	0.00
TOTAL DISTRIBUTION	13,442	21,830	10,322	19,970	15,549	20,720	750	3.76

- 4824-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
Water leaks
- 4824-2900 CONTRACTUAL SERVICE CURRENT YEAR NOTES:
Leak survey
- 4824-3000 GENERAL/OFFICE SUPPLIES CURRENT YEAR NOTES:
Gopher State one call service
- 4824-5200 NEW EQUIPMENT CURRENT YEAR NOTES:
Water meters, valves, hydrant supplies etc.

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

0-WATER FUND
 MINISTRATION AND GENERA

EXPENDITURES	2013		2014		CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL					
.0-5-4825-1000 SALARIES	47,483	47,416	53,333	55,741	28,858	56,025	284	0.51	
.0-5-4825-1060 FICA WITHHOLDINGS	2,627	2,668	2,933	3,456	1,853	3,474	18	0.51	
.0-5-4825-1070 PERA WITHHOLDINGS	3,212	3,378	3,520	3,960	2,181	3,982	22	0.56	
.0-5-4825-1080 MEDICARE WITHHOLDINGS	614	623	686	808	433	812	4	0.51	
.0-5-4825-1090 HEALTH INSURANCE	7,431	8,022	8,148	7,918	4,868	7,072	(846)	10.68-	
.0-5-4825-1180 ENGINEERING	0	225	159	750	0	750	0	0.00	
.0-5-4825-1290 PROFESSIONAL SERVICES (SAFETY)	1,250	1,250	1,100	1,250	1,250	1,300	50	4.00	
.0-5-4825-1300 PROFESSIONAL SERVICES (LEGAL)	243	270	138	500	41	500	0	0.00	
.0-5-4825-1310 PROFESSIONAL SERVICES (AUDIT)	4,630	3,903	4,953	5,200	5,625	5,800	600	11.54	
.0-5-4825-1311 PROFESSIONAL SERVICES (GENERAL)	85	281	92	0	90	150	150	0.00	
10-5-4825-2000 POSTAGE	994	747	571	1,050	626	1,050	0	0.00	
10-5-4825-2020 TELEPHONE	2,086	2,513	3,118	2,500	1,874	3,000	500	20.00	
10-5-4825-2100 PRINTING & PUBLISHING	1,035	594	1,143	1,400	457	1,400	0	0.00	
10-5-4825-2300 TRAVEL & SCHOOLS	234	370	287	1,250	557	1,250	0	0.00	
10-5-4825-2400 MAINTENANCE & REPAIR OF EQUIP	4,314	4,827	3,941	4,750	3,345	4,800	50	1.05	
10-5-4825-3000 GENERAL/OFFICE SUPPLIES	779	1,102	304	1,500	193	1,200	(300)	20.00-	
10-5-4825-3300 MOTOR FUELS & LUBRICANTS	3,279	2,637	2,422	3,500	842	3,500	0	0.00	
10-5-4825-3811 UNIFORMS	1,538	1,146	1,151	1,200	623	1,300	100	8.33	
10-5-4825-4100 INSURANCE AND BONDS	5,580	4,959	4,811	7,150	0	6,607	(543)	7.59-	
10-5-4825-4110 WORKERS' COMP INS	3,828	3,658	3,645	5,015	4,692	5,590	575	11.46	
10-5-4825-4300 SUBSCRIPTIONS AND MEMBERSHIPS	0	740	420	600	730	750	150	25.00	
10-5-4825-4590 LICENSES & PERMITS	29	1,495	2,840	2,000	150	1,500	(500)	25.00-	
10-5-4825-5060 NEW BUILDINGS AND STRUCTURES	0	0	0	0	0	0	0	0.00	
10-5-4825-5300 EQUIPMENT RENTAL/LEASE	493	714	516	600	166	600	0	0.00	
10-5-4825-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00	
TOTAL ADMINISTRATION AND GENERA	91,764	93,538	100,232	112,098	59,456	112,412	314	0.28	
-4825-1290 PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Safety Contract)									
-4825-1300 PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Legal)									
-4825-1310 PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Audit)									
-4825-1311 PROFESSIONAL SERVICES (CURRENT YEAR NOTES: CDL drug testing)									
-4825-2020 TELEPHONE (CURRENT YEAR NOTES: phone lines to all the wells and water tower, this will change to radio when the rehab is complete)									
-4825-2100 PRINTING & PUBLISHING (CURRENT YEAR NOTES: CCR, paper, etc.)									

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10-WATER FUND
 ADMINISTRATION AND GENERAL

EXPENDITURES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
-4825-2400								
	MAINTENANCE & REPAIR OF CURRENT YEAR NOTES: Support contracts and repairs							
-4825-4100								
	INSURANCE AND BONDS CURRENT YEAR NOTES: 7/15/13 RENEE - 3% INC							
-4825-4110								
	WORKERS' COMP INS CURRENT YEAR NOTES: 7/15/13 RENEE - 5.3% INC							
-4825-4300								
	SUBSCRIPTIONS AND MEMBERSHIP CURRENT YEAR NOTES: Rural water, CMWA, AWWA							
-4825-4590								
	LICENSES & PERMITS CURRENT YEAR NOTES: Annual permit fee							
-4825-5300								
	EQUIPMENT RENTAL/LEASE CURRENT YEAR NOTES: Copier lease							

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

1-WATER FUND
 1-OPERATING EXPENSES

EXPENDITURES	2010		2011		2012		2013		2014	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE		
J-5-4826-4920 DEPRECIATION EXPENSE	78,182	160,782	80,740	160,782	0	160,782	0	0.00		
J-5-4826-4930 GAIN/LOSS ON DISPOSAL	0	979	0	0	0	0	0	0.00		
J-5-4826-5010 LAND	0	0	0	0	0	0	0	0.00		
J-5-4826-5060 NEW BUILDINGS AND STRUCTURES	0	0	0	0	0	0	0	0.00		
J-5-4826-5350 WELLHEAD PROTECTION	2,643	8,885	8,386	13,000	1,547	13,000	0	0.00		
J-5-4826-5400 TF TO CAPITAL IMP	60,000	125,000	140,000	145,000	0	75,000	(70,000)	48.28-		
J-5-4826-5450 TF TO WR EQUIP REPLACEMENT FUN	116,000	74,531	78,442	89,895	0	91,392	1,497	1.67		
0-5-4826-7010 PERMANENT TRANSFER OUT	985	0	0	0	0	0	0	0.00		
0-5-4826-7050 TF TO DOWNTOWN DEBT	0	0	0	0	0	0	0	0.00		
0-5-4826-7080 TF TO FILTRATION PLANT DEBT	0	0	0	0	0	70,000	70,000	0.00		
0-5-4826-7450 TF TO INFRASTRUCTURE DEBT	0	0	0	0	0	0	0	0.00		
0-5-4826-7460 TF TO 1996 STREET DEBT	0	0	0	0	0	0	0	0.00		
0-5-4826-7470 TF TO 1998 STREET DEBT	0	0	0	0	0	0	0	0.00		
0-5-4826-7490 TF TO 1999 WELL PROJECT	0	0	0	0	0	0	0	0.00		
0-5-4826-7500 TF TO 2000 STREET DEBT	0	0	0	0	0	0	0	0.00		
0-5-4826-7510 TF TO 2002 LAKE AVE DEBT	0	0	0	0	0	0	0	0.00		
0-5-4826-7520 TF TO 2004 DEBT FUND	17,500	17,500	20,000	20,000	0	20,000	0	0.00		
0-5-4826-7530 TF TO 2006 DEBT FUND	10,500	10,500	10,500	10,500	0	10,500	0	0.00		
0-5-4826-7540 TF TO 2008 DEBT FUND	25,500	25,500	25,500	25,500	0	25,500	0	0.00		
0-5-4826-7550 TF TO 2010 DEBT FUND	5,000	12,000	12,000	12,000	0	12,000	0	0.00		
0-5-4826-7560 TF TO HWY 23 DEBT	10,000	30,000	30,000	30,000	0	30,000	0	0.00		
10-5-4826-7565 TF TO 2014 DEBT FUND	0	0	0	0	0	10,000	10,000	0.00		
10-5-4826-8100 SALES TAX	13,265	10,776	11,681	0	5,797	0	0	0.00		
10-5-4826-8110 SAFE WATER STATE FEE	(622)	(629)	(630)	0	(2,054)	0	0	0.00		
10-5-4826-8200 REFUNDS & REIMBURSEMENTS	0	0	0	0	0	0	0	0.00		
TOTAL NON-OPERATING EXPENSES	338,953	475,824	416,619	506,677	5,290	518,174	11,497	2.27		
-4826-5350 WELLHEAD PROTECTION										
-4826-5400 TF TO CAPITAL IMP										
-4826-7080 TF TO FILTRATION PLANT										
TOTAL EXPENDITURES	488,976	636,570	581,989	700,795	102,826	714,356	13,561	1.94		
REVENUE OVER/(UNDER) EXPENDITURES	(26,050)	63,052	(60,338)	(160,135)	142,217	(160,324)	(189)			

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

.15-SEWER FUND

REVENUES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
SEWER RECEIPTS								
.15-4-3540-0450 SE CONNECTION/TRUNK FEES	15,526	1,131	678	0	3,500	0	0	0.00
.15-4-3540-0490 PERMIT FEES	140	0	100	0	0	0	0	0.00
.15-4-3540-0990 SALE OF FIXED ASSETS	0	0	3,690	0	0	0	0	0.00
.15-4-3540-1012 MASTERMARK SURCHARGE	28,570	40,018	25,820	0	0	0	0	0.00
.15-4-3540-2102 MONTHLY CONSUMER SALES	340,149	347,070	338,853	351,896	166,827	333,654	(18,242)	5.18-
.15-4-3540-2104 QUARTERLY CONSUMER SALES	169,783	180,990	204,847	269,544	103,435	319,034	49,490	18.36
.15-4-3540-3100 INTEREST INCOME ON INVESTMENTS	16,370	14,930	8,156	11,000	5,791	11,000	0	0.00
.15-4-3540-3110 CHANGE IN FAIR MARKET VALUE	443	242	1,103	0	0	0	0	0.00
.15-4-3540-4030 CONTRIBUTION REVENUE	0	0	0	0	0	0	0	0.00
.15-4-3540-4045 DONATIONS - RV DUMP	0	3,760	368	0	241	0	0	0.00
.15-4-3540-4050 OTHER MISCELLANEOUS INCOME	565	2,349	200	0	395	0	0	0.00
.15-4-3540-4060 UTILITY PAYMENTS FROM AMPI	56,117	60,032	61,080	74,800	37,658	92,400	17,600	23.53
.15-4-3540-4570 REIMBURSEMENTS	0	0	4,230	0	0	0	0	0.00
.15-4-3540-7700 ACREAGE PAYMENTS FROM FARMERS	75,529	88,359	77,346	80,620	0	81,350	730	0.91
.15-4-3540-9600 PERMANENT TRANSFERS IN	0	45,609	0	0	0	0	0	0.00
.15-4-3540-9601 CAPITAL CONTRIBUTIONS FROM GEN	0	607,681	0	0	0	0	0	0.00
.15-4-3540-9670 INSPECTION FEES/MILEAGE-RON ME	4,572	3,354	4,121	0	2,517	0	0	0.00
TOTAL SEWER RECEIPTS	707,764	1,395,525	730,592	787,860	320,363	837,438	49,578	6.29
TOTAL REVENUES	707,764	1,395,525	730,592	787,860	320,363	837,438	49,578	6.29

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

.5-SEWER FUND
 COLLECTIONS - CITY MAINS

EXPENDITURES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
15-5-4841-2200 UTILITIES	3,307	4,740	4,168	4,750	1,853	4,750	0	0.00
15-5-4841-2400 MAINTENANCE & REPAIR OF EQUIP	4,846	11,980	2,723	7,500	3,360	7,500	0	0.00
15-5-4841-2450 M & R OF EQUIP-LIFT STATIONS	3,752	4,483	3,772	6,000	1,072	6,000	0	0.00
15-5-4841-2900 CONTRACTUAL SERVICE	0	0	9,991	10,000	0	11,000	1,000	10.00
15-5-4841-3000 GENERAL/OFFICE SUPPLIES	22	314	145	500	247	500	0	0.00
TOTAL COLLECTIONS - CITY MAINS	11,927	21,516	20,799	28,750	6,532	29,750	1,000	3.48

- 4841-2200 UTILITIES CURRENT YEAR NOTES:
Utilities on all the small lift stations
- 4841-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
collection system repairs
- 4841-2450 M & R OF EQUIP-LIFT STATION CURRENT YEAR NOTES:
Small lift station repairs
- 4841-2900 CONTRACTUAL SERVICE CURRENT YEAR NOTES:
Sewer jetting

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

115--SEWER FUND
 DISPOSAL - MAIN LIFT STAT

EXPENDITURES	(----- 2013 -----)				(----- 2014 -----)		PERCENT VARIANCE	
	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET		VARIANCE
115-5-4842-1320 PROFESSIONAL SERVICES (TESTING	13,569	14,165	10,208	14,000	6,740	14,000	0	0.00
115-5-4842-2020 TELEPHONE	680	745	343	500	298	500	0	0.00
115-5-4842-2200 UTILITIES	9,561	12,126	10,268	12,000	7,214	13,000	1,000	8.33
115-5-4842-2440 M & R OF EQUIP-PONDS	3,225	3,718	4,780	5,000	911	5,000	0	0.00
115-5-4842-2450 M & R OF EQUIP-LIFT STATIONS	5,660	8,875	3,313	4,000	104	4,000	0	0.00
115-5-4842-2900 CONTRACTUAL SERVICE	2,159	0	1,270	1,000	300	1,000	0	0.00
115-5-4842-3000 GENERAL/OFFICE SUPPLIES	161	291	232	600	197	600	0	0.00
115-5-4842-3820 REFUSE COLLECTION	2,570	2,087	2,072	2,800	1,573	2,800	0	0.00
TOTAL DISPOSAL - MAIN LIFT STAT	37,586	42,009	32,485	39,900	17,337	40,900	1,000	2.51

- ;-4842-1320 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
testing of wastewater
- ;-4842-2200 UTILITIES CURRENT YEAR NOTES:
New lift station
- ;-4842-2440 M & R OF EQUIP-PONDS CURRENT YEAR NOTES:
Maintenance on Ponds
- ;-4842-2450 M & R OF EQUIP-LIFT STACURRENT YEAR NOTES:
Main repair items, with the new lift station this should be
stable for a few yesrs
- ;-4842-2900 CONTRACTUAL SERVICE CURRENT YEAR NOTES:
Meter calibrations

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

15-SEWER FUND
 ADMINISTRATION AND GENERAL

EXPENDITURES	2010		2011		2012		2013		2014	
	ACTUAL		ACTUAL		ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
15-5-4843-1000 SALARIES	51,906		51,007		60,915	62,536	30,287	63,065	529	0.85
15-5-4843-1060 FYCA WITHHOLDINGS	2,809		2,852		3,276	3,877	2,127	3,910	33	0.85
15-5-4843-1070 PERA WITHHOLDINGS	3,428		3,606		3,927	4,452	2,494	4,492	40	0.90
15-5-4843-1080 MEDICARE WITHHOLDINGS	657		667		766	907	497	914	8	0.85
15-5-4843-1090 HEALTH INSURANCE	7,990		8,627		9,050	8,880	5,572	8,114	(766)	8.63-
15-5-4843-1180 ENGINEERING	0		425		159	2,000	0	1,000	(1,000)	50.00-
15-5-4843-1290 PROFESSIONAL SERVICES (SAFETY)	1,250		1,250		1,250	1,300	1,250	1,350	50	3.85
15-5-4843-1300 PROFESSIONAL SERVICES (LEGAL)	200		1,121		196	1,500	1,137	1,500	0	0.00
15-5-4843-1310 PROFESSIONAL SERVICES (AUDIT)	5,700		4,868		4,953	5,500	5,625	5,800	300	5.45
15-5-4843-1311 PROFESSIONAL SERVICES (GENERAL)	85		281		92	250	214	250	0	0.00
15-5-4843-2000 POSTAGE	999		718		531	1,000	614	1,000	0	0.00
15-5-4843-2020 TELEPHONE	735		1,040		1,293	1,200	295	1,300	100	8.33
15-5-4843-2100 PRINTING & PUBLISHING	449		181		679	650	0	700	50	7.69
15-5-4843-2300 TRAVEL & SCHOOLS	450		824		1,266	1,500	1,138	1,500	0	0.00
15-5-4843-2400 MAINTENANCE & REPAIR OF EQUIP	4,588		4,444		2,070	5,000	3,734	5,000	0	0.00
15-5-4843-3000 GENERAL/OFFICE SUPPLIES	470		643		681	1,000	125	1,000	0	0.00
15-5-4843-3300 MOTOR FUELS & LUBRICANTS	3,260		3,613		3,398	4,500	692	4,500	0	0.00
15-5-4843-3811 UNIFORMS	1,253		1,159		1,481	1,300	562	1,500	200	15.38
15-5-4843-4100 INSURANCE AND BONDS	3,928		3,871		2,892	4,000	0	4,189	189	4.73
15-5-4843-4110 WORKERS' COMP INS	3,830		3,659		3,644	5,150	4,692	5,589	439	8.52
15-5-4843-4590 LICENSES & PERMITS	1,739		2,111		1,582	2,500	3,038	2,000	(500)	20.00-
15-5-4843-4920 DEPRECIATION EXPENSE	90,398		211,934		102,190	211,934	0	211,934	0	0.00
15-5-4843-5200 NEW EQUIPMENT	2,802		1,392		2,597	3,500	925	3,500	0	0.00
15-5-4843-5300 EQUIPMENT RENTAL/LEASE	389		363		445	450	157	450	0	0.00
15-5-4843-8020 MISCELLANEOUS	0		0		0	0	0	0	0	0.00
TOTAL ADMINISTRATION AND GENERAL	189,308		310,654		209,334	334,887	65,176	334,558	(329)	0.10-

- i-4843-1180 ENGINEERING CURRENT YEAR NOTES:
Engineering for mapping, any small project that is not project specific
- i-4843-1290 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Safety contract, safe assure
- i-4843-1310 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Audit
- i-4843-2100 PRINTING & PUBLISHING CURRENT YEAR NOTES:
utility bills
- i-4843-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
Support contract and repairs
- 4843-4100 INSURANCE AND BONDS CURRENT YEAR NOTES:
7/15/13 RENEW - 3% INC

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

15-SEWER FUND
 NON-OPERATING EXPENSES

EXPENDITURES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
15-5-4844-4400 INTEREST EXPENSE	0	0	0	0	0	0	0	0.00
15-5-4844-4920 DEPRECIATION EXPENSE	0	0	0	0	0	0	0	0.00
15-5-4844-4930 GAIN/LOSS ON DISPOSAL	0	9,098	0	0	0	0	0	0.00
15-5-4844-5010 LAND	13,378	15,596	15,496	16,000	12,540	16,000	0	0.00
15-5-4844-5200 NEW EQUIPMENT	0	0	0	0	0	0	0	0.00
15-5-4844-5400 TF TO CAPITAL IMP	60,000	74,500	80,000	80,000	0	80,000	0	0.00
15-5-4844-5500 TF TO SE EQUIP REPLACEMENT FUN	124,000	138,000	152,900	156,200	0	159,500	3,300	2.11
15-5-4844-7010 PERMANENT TRANSFER OUT	1,054	617	200,000	0	0	0	0	0.00
15-5-4844-7050 TF TO DOWNTOWN DEBT	0	0	0	0	0	0	0	0.00
15-5-4844-7450 TF TO INFRASTRUCTURE DEBT	0	0	0	0	0	0	0	0.00
15-5-4844-7460 TF TO 1996 STREET DEBT	0	0	0	0	0	0	0	0.00
15-5-4844-7470 TF TO 1998 STREET DEBT	0	0	0	0	0	0	0	0.00
15-5-4844-7500 TF TO 2000 STREET DEBT	0	0	0	0	0	0	0	0.00
15-5-4844-7510 TF TO 2002 LAKE AVE DEBT	0	0	0	0	0	0	0	0.00
15-5-4844-7520 TF TO 2004 DEBT FUND	11,500	11,500	14,000	14,000	0	14,000	0	0.00
15-5-4844-7530 TF TO 2006 DEBT FUND	12,500	12,000	12,000	12,000	0	12,000	0	0.00
15-5-4844-7540 TF TO 2008 DEBT FUND	21,000	21,000	21,000	21,000	0	21,000	0	0.00
15-5-4844-7550 TF TO 2010 DEBT FUND	7,500	15,250	15,250	15,250	0	15,250	0	0.00
15-5-4844-7560 TF TO HWY 23 DEBT FUND	10,000	20,000	20,000	20,000	0	20,000	0	0.00
15-5-4844-7565 TF TO 2014 DEBT FUND	0	0	0	0	0	5,000	5,000	0.00
15-5-4844-7570 TF TO WW FACILITY PLAN DEBT	0	0	0	70,000	0	90,000	20,000	28.57

TOTAL NON-OPERATING EXPENSES 260,932 317,561 530,646 404,450 12,540 432,750 28,300 7.00

- 4844-5010 LAND CURRENT YEAR NOTES:
Property taxes
- 4844-5400 TF TO CAPITAL IMP CURRENT YEAR NOTES:
Future improvements
- 4844-5500 TF TO SE EQUIP REPLACEMENT CURRENT YEAR NOTES:
Replacement list items
- 4844-7570 TF TO WW FACILITY PLAN CURRENT YEAR NOTES:
Wastewater rescoping project debt

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

115-SEWER FUND
 IRRIGATION

EXPENDITURES	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013		2014		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
115-5-4845-1000 SALARIES	32,698	33,233	32,373	30,060	19,993	30,845	785	2.61
115-5-4845-1060 FICA WITHHOLDINGS	1,852	1,879	1,826	1,864	1,138	1,912	49	2.61
115-5-4845-1070 PERA WITHHOLDINGS	2,278	2,390	2,148	2,179	1,311	2,236	57	2.61
115-5-4845-1080 MEDICARE WITHHOLDINGS	433	440	427	436	266	447	11	2.61
115-5-4845-1090 HEALTH INSURANCE	5,168	5,478	4,915	4,406	2,838	4,179	(226)	5.14-
115-5-4845-1180 ENGINEERING	0	0	0	1,000	0	500	(500)	50.00-
115-5-4845-1300 PROFESSIONAL SERVICES (LEGAL)	40	987	253	1,000	48	1,000	0	0.00
115-5-4845-1320 PROFESSIONAL SERVICES (TESTING)	0	780	1,130	1,000	800	1,000	0	0.00
115-5-4845-2000 POSTAGE	0	50	50	50	0	50	0	0.00
115-5-4845-2100 PRINTING & PUBLISHING	0	37	0	0	0	0	0	0.00
115-5-4845-2200 UTILITIES	5,331	3,468	4,787	7,000	2,663	6,000	(1,000)	14.29-
115-5-4845-2210 UTILITIES-ELEC, HEAT (PUMPING)	22,266	29,754	19,842	24,000	4,935	23,500	(500)	2.08-
115-5-4845-2300 TRAVEL & SCHOOLS	125	189	0	400	0	400	0	0.00
115-5-4845-2400 MAINTENANCE & REPAIR OF EQUIP	12,815	10,619	5,096	12,000	1,381	11,500	(500)	4.17-
115-5-4845-2900 CONTRACTUAL SERVICE	0	0	0	0	0	0	0	0.00
115-5-4845-3000 GENERAL/OFFICE SUPPLIES	238	411	129	750	54	750	0	0.00
115-5-4845-3300 MOTOR FUELS & LUBRICANTS	1,768	1,693	1,133	3,000	907	3,000	0	0.00
115-5-4845-3811 UNIFORMS	240	0	198	200	220	250	50	25.00
115-5-4845-4100 INSURANCE AND BONDS	10,816	9,507	11,051	13,000	0	15,004	2,004	15.42
115-5-4845-4920 DEPRECIATION EXPENSE	26,150	26,150	26,460	26,150	0	26,150	0	0.00
115-5-4845-5200 NEW EQUIPMENT	194	158	942	1,500	0	1,500	0	0.00
115-5-4845-7010 PERMANENT TRANSFER OUT	731	0	0	0	0	0	0	0.00
115-5-4845-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
TOTAL IRRIGATION	123,141	127,223	112,759	129,995	36,555	130,224	229	0.18

- i-4845-1300 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Irrigation contracts
- i-4845-1320 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Soil and water sampling
- i-4845-2200 UTILITIES CURRENT YEAR NOTES:
Center pivots electric
- i-4845-2210 UTILITIES-ELEC, HEAT (CURRENT YEAR NOTES:
Irrigation pump station
- i-4845-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
Pivot repairs
- i-4845-4100 INSURANCE AND BONDS CURRENT YEAR NOTES:
7/15/13 RENEE - 3% INC

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2013

.5--SEWER FUND
 AERATION POND

EXPENDITURES	2010		2011		2012		2013		2014	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
15-5-4846-2200 UTILITIES	63,292	75,046	72,594	85,000	49,596	105,000	20,000	23.53		
15-5-4846-2400 MAINTENANCE & REPAIR OF EQUIP	1,467	1,313	13	2,000	3	1,000	(1,000)	50.00-		
15-5-4846-3000 GENERAL/OFFICE SUPPLIES	0	36	77	100	0	100	0	0.00		
15-5-4846-5200 NEW EQUIPMENT	0	0	0	0	97	0	0	0.00		
15-5-4846-5400 TF TO CAPITAL IMP	0	35,000	45,000	0	0	0	0	0.00		
15-5-4846-7480 TF TO PRETREATMENT POND DEBT	0	0	0	0	0	0	0	0.00		
TOTAL AERATION POND	64,759	111,395	117,684	87,100	49,695	106,100	19,000	21.81		
-4846-2200 UTILITIES				CURRENT YEAR NOTES: New blowers, oold units 100 hp new units 200hp						
-4846-2400 MAINTENANCE & REPAIR OF				CURRENT YEAR NOTES: All new equip. repairs should be down						
TOTAL EXPENDITURES	687,653	930,357	1,023,707	1,025,082	187,835	1,074,282	49,200	4.80		
REVENUE OVER/(UNDER) EXPENDITURES	20,112	465,168	(293,116)	(237,222)	132,528	(236,844)	378			

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2014 PROPOSED WATER & SEWER RATES

WATER RATES		
	2013	2014
Flat	\$ 19.00	\$ 19.00
Multi Units	\$ 14.25	\$ 14.25
Bulk 2,001-99,999	\$ 2.57	\$ 2.65
Bulk 100,000-500,000	\$ 2.52	\$ 2.60
Bulk over 500,000	\$ 2.51	\$ 2.59

We are proposing a \$.08 increase in the bulk water rate for 2014.
 Projected 2014 Water Plant rehab and 2014 st project

SEWER RATES		
	2013	2014
Flat	\$ 21.00	\$ 21.00
Multi User	\$ 15.75	\$ 15.75
Bulk	\$ 2.62	\$ 2.75

We are proposing a \$.13 increase in the bulk sewer rate for 2014.
 Wasterwater Facility upgrade and 2014 project.

Homeowner Based on 17,000 gallons

Old Actual Bills

Proposed-\$.08 increase in bulk water rate
 \$.13 increase in bulk sewer rate

Water	\$ 57.55	\$ 58.75
Sewer	\$ 60.30	\$ 62.25
Total	\$ 117.85	\$ 121.00

Difference: \$3.15 per quarter or \$1.05 per month

Industry Based on 500,000 gallons

Old Actual Bills

Proposed-\$.08 increase in bulk water rate
 \$.13 increase in bulk sewer rate

Water	\$ 1,278.86	1318.70
Sewer	\$ 1,325.76	1390.50
Total	\$ 2,604.62	2709.20

Difference: \$104.58 per quarter or \$34.86 per month

AMPI Based on 6.0 MG Water/10.0 MG Sewer

Old Actual Bills

Proposed-\$.08 increase in bulk water rate
 \$.13 increase in bulk sewer rate

Water	\$ 15,420.00	15900.00
Sewer	\$ 26,200.00	27500.00
Total	\$ 41,620.00	43400.00

Difference: \$1,780.00 per month

RATE COMPARISONS

CITY	WATER		SEWER	
	QUARTERLY		QUARTERLY	
	FLAT RATE	BULK	FLAT RATE	BULK
Avon	\$ 30.00	\$ 2.59	\$ 32.10	\$ 4.25
Cold Spring	\$ 12.00	\$ 1.50	\$ 33.00	\$ 5.50
Melrose	\$ 30.00	\$ 1.19	\$ 58.95	\$ 2.03
Paynesville	\$ 19.00	\$ 2.57	\$ 21.00	\$ 2.62
Sauk Centre	\$ 34.50	\$ 3.08	\$ 20.73	\$ 6.89
New London	\$ 40.80	\$ 5.90	\$ 61.20	\$ 11.30
Eden Valley	\$ 21.00	\$ 7.50	\$ 21.00	\$ 4.25
Richmond	\$ 70.50	\$ 3.36	\$ 21.75	\$ 8.58
Watkins	\$ 21.00	\$ 7.05	\$ 30.00	\$ 11.83

WATER/SEWER CONNECT FEE COMPARISON

CITY	CONNECT FEE			TRUNK FEE	
	WATER	METER FEE	SEWER	WATER	SEWER
Avon	\$ 1,140.00	\$ 350.00	\$ 4,260.00	Do Not Charge	
Cold Spring	\$ 1,500.00	\$ 245.00	\$ 4,500.00	Do Not Charge	
Melrose	\$ 1,153.00	\$ 248.00	\$ 1,141.00	Do Not Charge	
Paynesville	\$ 800.00	\$ 215.00	\$ 1,000.00	\$1,390/acre	\$1,270/acre
Sauk Centre	\$ 1,160.00		\$ 1,739.00	Do Not Charge	
New London	\$ 1,500.00	\$ 200.00	\$ 1,500.00	Do Not Charge	
Eden Valley	\$ 1,000.00		\$ 1,000.00	Do Not Charge	
Richmond	\$ 2,465.00		\$ 4,950.00	Do Not Charge	
Watkins	\$ 1,000.00		\$ 1,000.00	Do Not Charge	

CITY OF PAYNESVILLE RATE INCREASE HISTORY

YEAR	WATER		SEWER	
	flat rate	bulk rate	flat rate	bulk rate
2013		\$ 0.09		\$ 0.15
2012	\$ 2.00	\$ 0.14	\$ 3.00	\$ 0.20
2011	\$ 2.00	\$ 0.17	\$ 2.00	\$ 0.10
2010	\$ 0.50	\$ 0.08		\$ 0.05
2009		\$ 0.06		\$ 0.03
2008		\$ 0.10		\$ 0.10
2007		\$ 0.10		\$ 0.10
2006	\$ 0.87	\$ 0.10	\$ 0.02	\$ -
2005		\$ 0.11		\$ 0.08
2004		\$ 0.11		\$ -
2003		\$ 0.05		\$ 0.02

1 Gallon of gas	\$3.45
1 Gallon of milk	\$3.49
Average monthly elec bill	\$110.00
Average monthly gas bill	\$75.00
Average monthly cable bill	\$50.00

WATER LOSS REPORT				
Quarter	City Water Sold		City Water Pumped	% Loss
1st	\$ 34,719,000		\$ 41,684,000	16.7%
2nd	\$ 40,383,000		\$ 44,842,000	9.9%
2 qtrs/2012	\$ 75,102,000		\$ 86,526,000	13.3%
Previous Years Totals				
2012	\$ 165,084,000		\$ 185,966,000	11.2%
2011	\$ 156,930,000		\$ 183,339,000	14.4%
2010	\$ 169,329,000		\$ 191,288,000	11.5%
2009	\$ 169,119,000		\$ 186,094,000	9.1%
2008	\$ 160,667,000		\$ 174,154,000	7.7%
2007	\$ 174,309,000		\$ 188,067,000	7.3%
2006	\$ 167,632,000		\$ 183,376,000	8.6%
2005	\$ 177,680,000		\$ 192,445,000	7.7%
2004	\$ 173,812,000		\$ 195,327,000	11.0%
2003	\$ 164,485,000		\$ 198,328,000	17.1%**
2002	\$ 178,910,000		\$ 196,881,000	9.1%
2001	\$ 186,846,000		\$ 210,719,000	11.3%
** Not accurate due to tower being down				

SEWER LOSS REPORT				
Quarter	City Sewer Sold		City Sewer Pumped	% Loss
1st	\$ 50,014,000		\$ 51,269,000	2.4%
2nd	\$ 50,424,000		\$ 59,849,000	15.7%
2 qtrs/2012	\$ 100,438,000		\$ 111,118,000	9.0%
Previous Years Totals				
2012	\$ 208,387,000		\$ 220,897,000	5.7%
2011	\$ 212,216,000		\$ 280,041,000	24.2%
2010	\$ 208,899,000		\$ 279,093,000	25.1%
2009	\$ 208,877,000		\$ 270,674,000	22.8%
2008	\$ 202,626,000		\$ 252,363,000	19.7%
2007	\$ 199,518,000		\$ 238,460,000	16.3%
2006	\$ 195,688,000		\$ 233,496,000	16.2%
2005	\$ 205,837,000		\$ 236,474,000	13.0%
2004	\$ 199,635,000		\$ 216,942,000	8.0%
2003	\$ 190,584,000		\$ 223,715,000	14.8%
2002	\$ 206,277,000		\$ 244,044,000	15.5%
2001	\$ 203,226,000		\$ 231,043,000	12.0%

PROJECTED REVENUE WATER

Proposed			Budgeted
Flat Rate	\$ 19.00	\$ 72,200.00	Expenses
Multi Users	\$ 14.25	\$ 15,732.00	
Bulk 75MG @	\$ 2.65	\$ 198,750.00	
Bulk 100,000-500,000 30MG	\$ 2.60	\$ 78,000.00	\$ 714,356.00
Bulk over 500,000 65MG @	\$ 2.59	\$ 168,350.00	\$ (160,782.00)
Grant funds		\$ 10,000.00	
Interest Income		\$ 11,000.00	
Total		\$ 554,032.00	\$ 553,574.00

depreciation

PROJECTED REVENUE SEWER

Proposed			Budgeted
Flat Rate	\$ 21.00	\$ 79,800.00	Expenses
Multi Users	\$ 15.75	\$ 17,388.00	
Bulk 202MG @	\$ 2.75	\$ 555,500.00	
Irrigation		\$ 81,350.00	
Interest Income		\$ 11,000.00	\$ 1,074,282.00
Master Mark			
Pretreatment Utility Charge		\$ 8,400.00	
AMPI			\$ (238,084.00)
Pretreatment Utility Charge		\$ 84,000.00	
Total		\$ 837,438.00	\$ 836,198.00

depreciation

Cash Balances as of July 2013

Water Fund	\$ 672,215.46
Water Equipment Replacement Fund	\$ 615,163.57
Sewer Fund	\$ 664,100.07
Sewer Equipment Replacement Fund	\$ 684,760.85
Biosolids Removal Charge (AMPI)	\$ (42,500.00)
Water Capital Improvement	\$ 653,249.73
Sewer Capital Improvement	\$ 297,782.10
Preareation Replacement Fund	\$ 112,952.24

TOTAL IRRIGATION PER YEAR						
N FLOW OF .887 - 323.76 MG PER YEAR						
ACTUAL INCHES						
					4 Year	Running
Pivot #	2010	2011	2012	2013	Average	Average
2	7.26	5.50	9.53	4.88	6.79	6.12
3	2.63	0.62	5.02	1.47	2.44	3.90
6	11.57	7.16	13.01	6.15	9.47	7.51
8	18.75	13.49	8.61	6.14	11.75	9.65
11	5.91	7.58	7.63	2.34	5.87	6.05
12	12.62	18.43	14.37	7.57	13.25	10.59
14	9.42	6.53	8.97	4.28	7.30	11.48
15	9.16	4.38	8.94	5.01	6.87	8.22
15C	2.65	5.95	0.00	0.00	2.15	7.20
17C	13.71	37.19	0.00	10.47	15.34	14.09
19A	9.72	12.02	7.05	5.28	8.52	8.52
19B	25.07	37.37	0.00	0.00	15.61	15.61
20	9.84	9.64	6.39	3.65	7.38	9.25
20	6.66	6.90	5.31	3.73	5.65	7.02
21	6.23	2.72	10.09	7.75	6.70	6.70

Year	Total	
	Gallons	Yearly
	Irrigated	Rainfall
1993	307.50*	36.86
1994	252.90	23.51
1995	278.11	33.27
1996	225.36	14.28
1997	251.05	25.81
1998	202.29	24.67
1999	225.18	21.65
2000	161.84	17.02
2001	259.94	21.01
2002	258.12	34.22
2003	223.22	21.96
2004	215.89	27.62
2005	275.57	31.98
2006	79.87	17.62
2007	250.66	11.84
2008	272.35	20.57
2009	296.40	23.35
2010	283.49	24.30
2011	321.95	29.21
2012	222.58	15.30
2013	155.45	15.91

*40 m.g. discharged

AS OF JULY 2013

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2013 AGREEMENTS FOR IRRIGATION

		# OF		TOTAL \$
NAME	PIVOT #	ACRES	CHARGE/ACRE	AMOUNT
Larry Rien	2	22	\$ 33.00	\$ 726.00
City of Paynesville				
Renter: Dave Ampe	2*	40	\$ 231.00	\$ 9,240.00
Renter: Dave Ampe	3*	39	\$ 231.00	\$ 9,009.00
Bill Pflipsen	3	105	\$ 33.00	\$ 3,465.00
Bill Phlipsen	11	65	\$ 33.00	\$ 2,145.00
Bill Pflipsen	6	69	\$ 33.00	\$ 2,277.00
Ken Jarcho / Richard Lahr	8	85	\$ 33.00	\$ 2,805.00
Art Voss	11	33	\$ 33.00	\$ 1,089.00
Art Voss	12	40	\$ 33.00	\$ 1,320.00
City of Paynesville				
Renter: Dave Ampe	2	33.5	\$ 231.00	\$ 7,738.50
City of Paynesville				
Renter: Jack Hennen	17N	140	\$ 35.00	\$ 4,900.00
City of Paynesville				
Renter: Steve Gottwald	14N*	70	\$ 165.00	\$ 11,550.00
City of Paynesville				
Renter: Steve Gottwald	15N	80	\$ 35.00	\$ 2,800.00
City of Paynesville				
Renter: Jack Hennen	20N	78	\$ 155.00	\$ 12,090.00
Jack Hennen	20N	45	\$ 33.00	\$ 1,485.00
Stephen Gottwald	14N	65	\$ 33.00	\$ 2,145.00
Stephen Gottwald	15N	52	\$ 33.00	\$ 1,716.00
Miller/Stanis	19A	18	\$ -	\$ -
Miller/Stanis	19B	20	\$ -	\$ -
Miller/Stanis	21	57	\$ 33.00	\$ 1,881.00
Wettels	19A	26	\$ 33.00	\$ 858.00
Buermann	21	64	\$ 33.00	\$ 2,112.00
TOTALS				\$ 81,351.50

**North Fork of the Crow River and Koronis Lake Association Aquatic Invasive Species Prevention
Preliminary Results and 2014 Budget Projection**

2013

Program achieved: (schedule through Sept. 1 – final numbers will be adjusted)

Total hours	2,771.5	
Lake Koronis hours	2,089.5	(Veterans Park 178 hrs. Watershed, 247 hrs. WaterGuards)
Rice Lake hours	480	
Grove Lake hours	202	
Watershed hours through Sept. 1	1908.5	
WaterGuard hours through Sept 1	863	contract plus additional hours for tournaments (add an additional 84 hours for Sept.)

Anticipated Cost:

WaterGuards cost -	\$13,500
Watershed total cost -	\$19,280
Total -	\$32,780

Budget:

Initial Budget –	
\$18,000	KLA approved – Money for hiring WaterGuards
\$ 5,000	Joint lake commitment to Watershed (Grove Lake \$300, Rice Lake \$500, Koronis \$4,200) – Money pass through Watershed
\$ 7,750	DNR Grant to Watershed – Money pass through Watershed
Total	\$30,750

Solicited new funding for AIS –	
\$ 6,000	Paynesville Township – Money pass through KLA
\$ 1,500	Union Grove Township – Money pass through KLA
\$ 3,500	Meeker County – Money pass through KLA
\$ 2,600	City of Paynesville – Money pass through Watershed
Total	\$13,600 (\$11,000 pass through KLA, \$2,600 pass through Watershed)

Anticipated Balance Sheet

Anticipated Cost	\$32,780	
- Watershed funding	\$15,350	(\$7750 DNR Grant + \$2,600 City of Paynesville + \$5,000 joint lake commitment)
- Solicited funding	\$11,000	
Remaining	\$ 6,430	KLA expenses

Total KLA expenses anticipated \$4,200 + \$6,430 = \$10,630

2014 AIS Projected Program with Potential Funding Sources

Projected Program (based on 22 week program)

Lake Koronis	90 hour week avg.	Hwy 55
	40 hour week avg.	Veterans Park covered by City
	20 hour week avg.	County Park
Rice Lake	40 hour week avg.	North and South Launches
Grove Lake	20 hour week avg.	
Total	210 hour week avg. X 22 weeks X \$10.25/hour = \$47,355	

Potential Funding

Watershed Budget	\$ 5,000	
Meeker County	\$ 2,500	
Stearns County	\$ 5,000	
City of Paynesville	\$ 9,000	based on 40 hour week avg. at Veterans Park
Paynesville Township	\$ 5,000	
Union Grove Township	\$ 500	
KLA	\$20,000	pending on need
Rice Lake Association	\$ 500	
Grove Lake Association	\$ 300	
Total	\$47,800	

Additional Funding Need

Bank Money for Decontamination Unit and staffing Portable unit \$20,000

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AIS Prevention Inspection Plan rev 1

Current Inspection Plan

Lake Koronis		
NFCRWD inspector at Hwy. 55		50 hours per week
WaterGuards inspector at either Veterans Park or Regional Park		40 hours per week
NFCRWD inspector at Veterans Park		20 hours per week
Rice Lake		
NFCRWD inspector at South Launch		40 hours per week
Grove Lake		
NFCRWD inspector at Township launch		10 hours per week

Better Inspection plan

Lake Koronis		
NFCRWD inspector at Hwy. 55		50 hours per week
NFCRWD inspector at Veterans Park		40 hours per week
WaterGuards inspector at either Veterans Park or Regional Park		40 hours per week
Rice Lake		
NFCRWD inspector at South Launch		40 hours per week
Grove Lake		
NFCRWD inspector at Township launch		40 hours per week

Cost for Current Inspection Plan (Based on a 20 week schedule)

Lake Koronis			
NFCRWD inspector	50hours /week X 20 weeks X \$10/hour =		\$10,000
WaterGuards inspector	40 hours /week X 20 weeks X \$16/hour=		\$12,800
NFCRWD inspector	20 hours/week X 13 weeks X \$10/hour=		\$ 2,600
Rice Lake			
NFCRWD inspector	40hours /week X 20 weeks X \$10/hour =		\$8000
Grove Lake			
NFCRWD inspector	10hours /week X 20 weeks X \$10/hour =		\$2000
	Total =		\$35,400

Cost for Better Inspection Plan (Based on a 20 week schedule)

Lake Koronis			
NFCRWD inspector	50hours /week X 20 weeks X \$10/hour =		\$10,000
NFCRWD inspector	40hours /week X 20 weeks X \$10/hour =		\$8,000
WaterGuards inspector	40 hours /week X 20 weeks X \$16/hour=		\$12,800
Rice Lake			
NFCRWD inspector	40hours /week X 20 weeks X \$10/hour =		\$8000
Grove Lake			
NFCRWD inspector	40hours /week X 20 weeks X \$10/hour =		\$8000
	Total =		\$46,800

Committed Income

DNR Grant	\$ 7750
KLA	\$18,000 (\$13,000(KLA))+\$300(Grove)+\$500(Rice)+\$4,200(KLA))
Meeker County	\$ 3,500
Union Grove Township	\$ 1,500
Paynesville Township	\$ 6,000
Paynesville City	\$ 2,600
Total	\$39,350

North Fork of the Crow River AIS Inspection Schedule

Date	Weekday	Hours	Location	Who	Comments	Hours (NFCRWD)	Hours (WaterGuards)
May 11, 2013	Saturday	5:30 – 15:30	55	NFCRWD		10-55	
		5:30 – 13:30	CP	WaterGuards			8-CP
		5:30 – 15:30	R	NFCRWD		10-R	
May 12, 2013	Sunday	6:00 – 16:00	55	NFCRWD		10-55	
		6:00 – 14:00	CP	WaterGuards			8-CP
		6:00 – 14:00	R	NFCRWD		8-R	
May 13, 2013	Monday	None					
May 14, 2013	Tuesday	6:30 – 9:30AM	55	WaterGuards			3-55
		15:00 – 19:00	55	WaterGuards			4-55
May 15, 2013	Wednesday	6:30 – 9:30AM	55	WaterGuards			3-55
		15:00 – 19:00	55	WaterGuards			4-55
May 16, 2013	Thursday	6:30 – 9:30AM	55	WaterGuards			3-55
		15:00 – 19:00	55	WaterGuards			4-55
May 17, 2013	Friday	6:30 – 9:30AM	55	WaterGuards			3-55
		15:00 – 19:00	55	WaterGuards			4-55
May 18, 2013	Saturday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		6:00AM – 2:00PM	CP	WaterGuards			8-CP
		6:00AM – 4:00PM	R	NFCRWD		10-R	
May 19, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		6:00AM – 2:00PM	CP	WaterGuards			8-CP
		6:00AM – 2:00PM	R	NFCRWD		8-R (T=38)	(T=45)

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May 20, 2013	Monday	None				
May 21, 2013	Tuesday	6:30AM – 9:30AM	55	WaterGuards		3-55
		3:00PM – 7:00PM	55	WaterGuards		4-55
May 22, 2013	Wednesday	6:30AM – 9:30AM	55	WaterGuards		3-55
		3:00PM – 7:00PM	55	WaterGuards		4-55
May 23, 2013	Thursday	6:30AM – 9:30AM	55	WaterGuards		3-55
		1:30PM - 7:30PM	G	NFCRWD		6-G
		2:30PM - 8:30PM	55	NFCRWD		6-55
		2:30PM - 8:30PM	R	NFCRWD		6-R
May 24, 2013	Friday	6:30AM – 9:30AM	55	WaterGuards		3-55
		1:30PM - 7:30PM	55	NFCRWD		6-55
		1:30PM - 7:30PM	R	NFCRWD		6-R
		1:30PM - 7:30PM	G	NFCRWD		6-G
		4:00AM – 8:00PM	CP	WaterGuards		4-CP
May 25, 2013	Saturday	6:00AM – 4:00PM	55	NFCRWD		10-55
		6:00AM – 2:00PM	Vans	WaterGuards		8-V
		6:00AM – 4:00PM	R	NFCRWD		10-R
		6:00AM - 4:00PM	G	NFCRWD		10-G
		6:00AM – 2:00PM	CP	WaterGuards		8-CP
May 26, 2013	Sunday	7:00AM – 5:00PM	55	NFCRWD		10-55
		6:00AM – 7:00AM	55	WaterGuards	Then move to Vans	1-55
		7:00AM – 2:00PM	Vans	WaterGuards		7-V
		7:00AM – 5:00PM	R	NFCRWD		10-R
		7:00AM - 5:00PM	G	NFCRWD		10-G (T=15-V)
		6:00AM – 2:00PM	CP	WaterGuards		(T=96) 8-CP(T=56)
May 27, 2013	Monday	8:00AM – 6:00PM	55	NFCRWD		10-55
		6:00AM – 8:00AM	55	WaterGuards	Then move to Vans	2-55
		8:00AM – 2:00PM	Vans	WaterGuards		6-55

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May 28, 2013	Tuesday	6:00AM – 10:00AM	55	WaterGuards			4-55
		3:00PM – 7:00PM	55	WaterGuards			4-55
May 29, 2013	Wednesday	6:30AM – 9:30AM	55	WaterGuards			3-55
		3:00PM – 7:00PM	55	WaterGuards			4-55
		3:00AM – 8:00PM	Bugbee	WaterGuards			5-BUG
May 30, 2013	Thursday	6:30AM – 9:30AM	55	WaterGuards			3-55
		1:30PM - 7:30PM	55	NFCRWD		6-55	
		3:00AM – 8:00PM	Bugbee	WaterGuards			5-BUG
May 31, 2013	Friday	6:30AM – 9:30AM	55	WaterGuards			3-55
		1:30PM - 7:30PM	55	NFCRWD		6-55	
		1:30PM - 7:30PM	R	NFCRWD		6-R	
		1:30PM - 7:30PM	G	NFCRWD		6-G	
		1:30PM – 6:30PM	Bugbee	WaterGuards			5-BUG
		1:30PM – 6:30PM	Vans	WaterGuards	If available		5-V
June 1, 2013	Saturday	5:30AM – 3:30PM	55	NFCRWD		10-55	
		5:30AM – 1:30PM	Vans	WaterGuards			8-V
		6:00AM – 4:00PM	R	NFCRWD		10-R	
		6:00AM - 4:00PM	G	NFCRWD		10-G	
		6:00AM – 2:00PM	CP	WaterGuards	If available		8-CP
June 2, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		6:00AM – 2:00PM	Vans	WaterGuards			8-V
		6:00AM – 4:00PM	R	NFCRWD		10-R(T=74)	(T=73, 13-V)
June 3, 2013	Monday	none					
June 4, 2013	Tuesday	6:00AM – 10:00AM	55	WaterGuards			4-55
		3:00PM – 7:00PM	55	WaterGuards			4-55
June 5, 2013	Wednesday	6:30AM – 9:30AM	55	WaterGuards			3-55
		3:00PM – 7:00PM	55	WaterGuards			4-55

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		8:00AM – 6:00PM	R	NFCRWD		10-R	
June 2, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		6:00AM – 2:00PM	Vans	WaterGuards			8-V
		6:00AM – 4:00PM	R	NFCRWD		10-R	
June 6, 2013	Thursday	6:30AM – 9:30AM	55	WaterGuards			3-55
		1:30PM - 7:30PM	55	NFCRWD		6-55	
		?		WaterGuards			
June 7, 2013	Friday	6:30AM – 9:30AM	55	WaterGuards			3-55
		1:30PM - 7:30PM	55	NFCRWD		6-55	
		4:00PM – 8:00PM	CP	WaterGuards			4-CP
		1:30PM - 7:30PM	R	NFCRWD		6-R	
		1:30PM - 7:30PM	G	NFCRWD		6-G	
June 8, 2013	Saturday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		6:00AM – 2:00PM	Vans	WaterGuards			8-V
		6:00AM – 2:00PM	CP	WaterGuards	If available		8-CP
		7:00AM – 5:00PM	R	NFCRWD		10-R	
		6:00AM - 4:00PM	G	NFCRWD		10-G	
June 9, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 7:30PM	55	NFCRWD		3.5-55	
		6:00AM – 1:00PM	Vans	WaterGuards			7-V
		1:00AM – 4:00PM	Vans	NFCRWD		3-V	
		2:00PM – 7:00PM	CP	WaterGuards	If available		5-CP
		7:00AM – 5:00PM	R	NFCRWD		(G=10-3-V) R(T=110.5)	(T=61, 23-V)
June 10, 2013	Monday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		1:30AM – 7:30PM	55	NFFCRWD		6-55	
		1:30AM – 7:30PM	R	NFCRWD		6-55	
June 11, 2013	Tuesday	6:30AM – 12:30PM	55	WaterGuards	Move to Vans		6-55

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		12:30PM – 7:30PM	55	NFCRWD		7-55	
		12:30PM – 2:00PM	Vans	WaterGuards			1.5-V
June 12, 2013	Wednesday	6:30AM – 12:30PM	55	WaterGuards	Move to Vans		6-55
		12:30PM – 7:30PM	55	NFCRWD		7-55	
		12:30PM – 2:00PM	Vans	WaterGuards			1.5-V
June 13, 2013	Thursday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		12:30PM - 7:30PM	55	NFCRWD		7-55	
		6:30AM – 2:00PM	Vans	WaterGuards			7.5-V
		1:30PM – 7:30PM	R	NFCRWD		6-R	
June 14, 2013	Friday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		12:30PM - 7:30PM	55	NFCRWD		7-55	
		1:30PM - 7:30PM	Vans	NFCRWD		6-V	
		4:00PM – 7:30PM	CP	WaterGuards			3.5-CP
		1:30PM - 7:30PM	R	NFCRWD		6-R	
June 15, 2013	Saturday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 8:00PM	55	NFCRWD		4-55	
		6:00AM – 12:00PM	Vans	WaterGuards			6-V
		12:00PM – 4:00PM	Vans	NFCRWD		4-V	
		6:30AM – 2:30PM	CP	WaterGuards	If available		8-CP
		6:30AM – 4:30PM	R	NFCRWD		10-R	
		6:00AM - 4:00PM	G	NFCRWD		10-G	
June 16, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 8:00PM	55	NFCRWD		4-55	
		1:00PM – 4:00PM	Vans	NFCRWD		3-V	
		2:00PM – 7:00PM	CP	WaterGuards		(T=13-V)	5-V
		7:00AM – 5:00PM	R	NFCRWD		10-R (T=141)	(T=45) (T=21.5-V)
June 17, 2013	Monday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		1:30PM – 8:30PM	55	NFCRWD		7-55	

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June 18, 2013	Tuesday	6:00AM – 12:30PM	55	WaterGuards			6.5-55
		12:30PM – 7:30PM	55	NFCRWD		7-55	
June 19, 2013	Wednesday	6:00AM – 12:30PM	55	WaterGuards			6.5-55
		12:30PM – 7:30PM	55	NFCRWD		7-55	
June 20, 2013	Thursday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		12:30PM - 7:30PM	55	NFCRWD		7-55	
		1:30PM – 7:30PM	Vans	NFCRWD		6-V	
		6:30AM – 2:00PM	CP	WaterGuards			7.5-CP
		1:30PM – 7:30PM	R	NFCRWD		6-R	
June 21, 2013	Friday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		12:30PM - 7:30PM	55	NFCRWD		7-55	
		1:30PM - 7:30PM	Vans	NFCRWD		6-V	
		4:00PM – 8:00PM	CP	WaterGuards			6-CP
		1:30PM - 7:30PM	R	NFCRWD		6-R	
June 22, 2013	Saturday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 8:00PM	55	NFCRWD		4-55	
		6:00AM – 10:00AM	Vans	WaterGuards	Move to CP		4-V
		10:00AM – 4:00PM	Vans	NFCRWD		6-V	
		10:00AM – 2:00PM	CP	WaterGuards			4-CP
		7:00AM – 5:00PM	R	NFCRWD		10-R	
		7:00AM - 5:00PM	G	NFCRWD		10-G	
June 23, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 8:00PM	55	NFCRWD		4-55	
		1:00PM – 4:00PM	Vans	NFCRWD		3-V	
		2:00PM – 7:00PM	CP	WaterGuards		(T=21-V)	5-CP
		7:00AM – 5:00PM	R	NFCRWD		10-R(T=144)	(T=39.5, 4-V)
June 24, 2013	Monday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		1:30PM – 7:30PM	55	NFCRWD		6-55	

June 25, 2013	Tuesday	6:00AM – 1:30PM	55	WaterGuards			7.5-55
		1:30PM – 7:30PM	55	NFCRWD		6-55	
June 26, 2013	Wednesday	6:00AM – 12:30PM	55	WaterGuards			6.5-55
		12:30PM – 7:30PM	55	NFCRWD		7-55	
June 27, 2013	Thursday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		12:30PM - 7:30PM	55	NFCRWD		6-55	
		1:30PM – 7:30PM	Vans	NFCRWD		6-V	
		6:30AM – 2:00PM	CP	WaterGuards			7.5-CP
		1:30PM – 7:30PM	R	NFCRWD		6-R	
June 28, 2013	Friday	6:00AM – 1:00PM	55	NFCRWD		7-55	
		1:30PM - 7:30PM	55	NFCRWD		6-55	
		1:30PM - 7:30PM	Vans	NFCRWD		6-V	
		4:00PM – 8:00PM	CP	WaterGuards			4-CP
		1:30PM - 7:30PM	R	NFCRWD		6-R	
June 29, 2013	Saturday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 8:00PM	55	NFCRWD		4-55	
		6:00AM – 10:00AM	Vans	WaterGuards	Move to CP		4-V
		10:00AM – 4:00PM	Vans	NFCRWD		6-V	
		10:00AM – 2:00PM	CP	WaterGuards			4-CP
		7:00AM – 5:00PM	R	NFCRWD		10-R	
		7:00AM - 5:00PM	G	NFCRWD		10-G	
June 30, 2013	Sunday	6:00AM – 4:00PM	55	NFCRWD		10-55	
		4:00PM – 8:00PM	55	NFCRWD		4-55	
		1:00PM – 4:00PM	Vans	NFCRWD		3-V	
		2:00PM – 7:00PM	CP	WaterGuards		(T=21-V)	5-CP
		7:00AM – 5:00PM	R	NFCRWD		10-R(T=141)	(T=38.5, 4-V)
July 1, 2013	Monday	6:00AM – 1:30PM	55	WaterGuards			7.5-55

		1:30PM – 7:30PM	55	NFCRWD		6-55	
July 2, 2013	Tuesday	6:00AM – 1:30PM	55	WaterGuards			7.5-55
		1:30PM – 7:30PM	55	NFCRWD		6-55	
July 3, 2013	Wednesday	6:00AM – 12:00PM	55	NFCRWD		6-55	
		1:30PM – 7:30PM	55	NFCRWD		6-55	
		10:00 AM – 6:00PM	Vans	WaterGuards			8-V
July 4, 2013	Thursday	6:00AM – 2:00PM	55	NFCRWD		8-55	
		2:30PM - 7:30PM	55	NFCRWD		5-55	
		11:30AM – 2:00PM	Vans	NFCRWD		2.5-V	
		6:30AM – 2:30PM	CP	WaterGuards			8-CP
		7:00PM – 3:00PM	R	NFCRWD		8-R	
		7:00PM – 3:00PM	G	NFCRWD		8-G	
July 5, 2013	Friday	6:00AM – 2:00PM	55	NFCRWD		8-55	
		2:00PM - 7:30PM	55	NFCRWD		5.5-55	
		11:30PM - 2:00PM	Vans	NFCRWD		2.5-V	
		2:00PM – 4:00PM	Vans	WaterGuards	Move to CP		2-V
		4:00PM – 8:00PM	CP	WaterGuards			4-CP
		7:00AM - 3:00PM	R	NFCRWD		8-R	
		7:00PM – 3:00PM	G	NFCRWD		8-G	
July 6, 2013	Saturday	6:00AM – 2:00PM	55	NFCRWD		8-55	
		2:00PM – 7:30PM	55	NFCRWD		5.5-55	
		6:00AM – 11:30AM	Vans	WaterGuards	Move to CP		5.5-V
		11:30AM – 2:00PM	Vans	NFCRWD		2.5-V	
		11:30AM – 2:00PM	CP	WaterGuards			2.5-CP
		7:00AM – 3:00PM	R	NFCRWD		8-R	
		7:00AM - 3:00PM	G	NFCRWD		8-G	
July 7, 2013	Sunday	6:00AM – 2:00PM	55	NFCRWD		8-55	
		2:00PM – 7:30PM	55	NFCRWD		5.5-55	

		6:00AM – 2:00PM	Vans	WaterGuards			8-V
		2:00PM – 7:00PM	CP	WaterGuards	If available		5-CP
		7:00AM – 3:00PM	R	NFCRWD		8-R(T=7.5-V)	
		7:00AM – 3:00PM	G	NFCRWD		8-G(T=149)	(T= 58, 23.5-V)

Key

Hwy. 55	55
Lake Koronis County Park	CP
Rice Lake Launch, South	R
Grove Lake	G

North Fork Crow River Watershed District inspector	NFCRWD
WaterGuards inspector	WR
Veterans or Vans, City	Vans
Rice Lake, West	RW

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