

**REGULAR CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
SEPTEMBER 12, 2016
6:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. COUNCIL ACTIVITY REPORTS
- IV. DEPARTMENT HEAD REPORT – Ron Mergen
- V. CONSENT AGENDA
 - A. Minutes (page 1) – Ad Hoc Front Counter Reconfiguration Committee, Special City Council Working Session, City Council (3), and Policies & Procedures Committee.
 - B. Vouchers (page 2)
 - C. MN LTAP – Traffic Sign Maintenance/Management & Retroreflectivity Training (page 3)
- VI. NEW BUSINESS
 - A. Public Hearing To Certify Past Due Garbage, Water & Sewer, Snow Removal & Mowing Bills (page 6)
 - B. Citizen Complaint Policy & Form (page 7)
 - C. Out Of State Travel Policy For Elected & Appointed Officials (page 10)
 - D. City Employee Reimbursement Policy (page 14)
 - E. Truth In Taxation Public Hearing (page 16)
- VII. OLD BUSINESS
 - A. 2016 Street Project (page 17)
 - B. VOC - Water Treatment Plant – Variance Request (page 22)
 - C. 2017 Street Project (page 35)
 - D. 2017 Preliminary Property Tax Levy & Budget (page 37)
- VIII. INFORMATIONAL
 - A. September & October Meeting Schedules (page 89)
 - B. August Police Report (page 91)
 - C. MN Rural Water Association – Thank You (page 95)
 - D. AIS - Starry Stonewart News Release (page 97)
- IX. CITY COUNCIL RECESS REGULAR CITY COUNCIL MEETING AND OPEN CLOSED MEETING – The City Council will be meeting in closed session to discuss the sale of real property located at Lot 6, Block 1, Gales Addition; Parcel Number 70.38753.0000.
- X. ADJOURN CLOSED MEETING AND RE-OPEN REGULAR CITY COUNCIL MEETING
- XI. ADJOURN

Reminder: 6:30 p.m. VOC Water Treatment Plant Variance Public Hearing

The agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville City Council. This document does not claim to be complete and is subject to change.

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

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: V – A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the following meetings:

Meeting

	Emailed
August 15, 2016 Ad Hoc Front Counter Reconfiguration Committee	8-18-16
August 22, 2016 Special City Council – Working Session	9-6-16
August 22, 2016 Regular City Council	9-7-16
May 23, 2016 Policies & Procedures Committee	8-30-16
March 23, 2016 Regular City Council	9-6-16
July 11, 2016 Regular City Council	9-7-16

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes from the following meetings:

August 15, 2016 Ad Hoc Front Counter Reconfiguration Committee	8-18-16
August 22, 2016 Special City Council – Working Session	9-6-16
August 22, 2016 Regular City Council	9-7-16
May 23, 2016 Policies & Procedures Committee	8-30-16
March 23, 2016 Regular City Council	9-6-16
July 11, 2016 Regular City Council	9-7-16

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Originating Department: Administration

Agenda Section: Consent

Item Number: V-B

ITEM DESCRIPTION: Vouchers

Prepared by: Alice McColley

COMMENTS:

Please review the following vouchers:

08/17/2016	Void	93276	-\$238.63
08/25/2016	Vouchers	93333-93344	\$79,431.81
08/26/2016	Voucher	93545	\$832.81
09/07/2016	Voucher	93356-93416	\$628,196.19
		TOTAL	\$708,222.18

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the following vouchers:

08/17/2016	Void	93276	-\$238.63
08/25/2016	Vouchers	93333-93344	\$79,431.81
08/26/2016	Voucher	93545	\$832.81
09/07/2016	Voucher	93356-93416	\$628,196.19
		TOTAL	\$708,222.18

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Council Meeting

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Public Works

Item Number: V - C

ITEM DESCRIPTION: MN LTAP – Traffic Sign Maintenance/Management & Retroreflectivity Training

Prepared by: Staff

COMMENTS:

Lee Schleper is interested in attending the MN LTAP Traffic Sign Maintenance/Management & Retroreflectivity Training on October 11, 2016 in Alexandria. The registration fee is \$70.00 plus mileage and staff time.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the attendance of Lee Schleper to the MN LTAP Traffic Sign Maintenance/Management & Retroreflectivity Training on October 11, 2016.

Registration Form

Name (Last)* Schlefer (First)* Lee
 Employer / Organization* City of Paynesville
 Address* 221 Washburne Av
 City* Paynesville State* MN ZIP Code* 56362
 E-mail* L.Schlefer@paynesvillemn.com
 Telephone 220 333 1120 Fax

Information in the section above is private data. Items marked by an asterisk () are required for identification and to establish your student record. Information is shared with the registrar's office, your instructor, and other University offices for the purposes of record keeping, affirmative action, and reporting.

- 1 Traffic Sign Maintenance/Management and Sign Retroreflectivity Training (ENGR X529)**
 (Please select location) (Please select fee)
 October 11, Alexandria - (001) \$60 Township and Tribal representatives
 October 18, Brainerd - (002) \$70 City, County, State, and Federal representatives
 October 25, Rochester - (003) \$150 All others

Register online (credit card only): mnitap.umn.edu/trafficsignmaintenance

- 2 MnDOT's Minnesota Snowplow and Safety Simulator Training for Local Agencies (ENGR X530)**
 Location: MnDOT Training and Conference Center, 1900 W. County Road I, Arden Hills, MN
 _____ First Time Driver _____ Returning Driver
 October 24, a.m. - (001) October 24, p.m. - (002)
 October 25, a.m. - (003) October 25, p.m. - (004)
 October 26, a.m. - (005) October 26, p.m. - (006)
 October 27, a.m. - (007) October 27, p.m. - (008)
 October 28, a.m. - (009) October 28, p.m. - (010)

Fee: \$100
 Register online (credit card only): mnitap.umn.edu/snowplow

If your check is returned because of insufficient funds or closed account, or because you have made a stop payment request, you will be charged a check handling fee of \$20.

- Method of Payment (please check one)**
 Enclosed is a check or money order payable to *University of Minnesota*.
 Enclosed is a purchase order or letter of authorization to bill my employer.
 Charge to: Visa MasterCard Discover AMEX

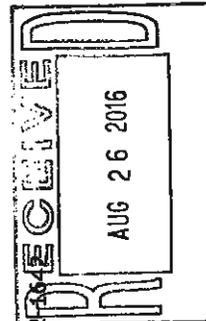
Account number	Expiration date
Name as printed on card	Signature
Register by fax: 612-624-6359	Register by mail: CCE Registration Center University of Minnesota 353 Ruttan Hall 1994 Buford Avenue

UNIVERSITY OF MINNESOTA
 College of Continuing Education
 353 Ruttan Hall
 1994 Buford Avenue
 St. Paul, MN 55108

MINNESOTA LTAP
 Traffic Sign Maintenance/Management
 and Sign Retroreflectivity Training
 MnDOT's Minnesota Snowplow
 and Safety Simulator Training for
 Local Agencies

First Class Mail
 Presorted
 U.S. Postage Paid
 Twin Cities, MN
 Permit No. 811

*****AUTO**3-DIGIT 563
 DENNY WILDE
 CITY OF PAYNESVILLE
 CITY ADMINISTRATOR
 221 WASHBURNE AVE
 PAYNESVILLE MN 56362



CENTER FOR
TRANSPORTATION STUDIES
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 CCE-STLTP Workshop # FT17-MnDOT Snowplow Traffic Sign Maint-1to 8.26.16

Management Training

16 Willow Drive, Alexandria, MN 56308
Department, 16589 County Road 142, Brainerd, MN
Service Center, 1188 50th Street SE, Rochester, MN

is scheduled from 9:00 a.m. to 3:30 p.m.

an overview of sign retroreflectivity
ll as developing a sign inventory and
sts. Participants will learn about federal
ow to determine the right assessment
so, learn how to conduct the various sign
methods, including nighttime inspection.
i sign to test in the class.

ns apply to you

gement methods on your own signs

l for you and your agency

township sign maintenance and

ram specialist in the Minnesota Department
: has more than 40 years of experience in
fic, Safety and Technology. This includes
fic standards and manuals, and delivering
rity. Since retiring in 2014, he has worked
es have included helping develop the Plural
al and assisting in the fabrication of

ie Minnesota Department of Transportation's
or the last 10 years, including time as a
and his current position in State Aid.

Sulmaan's role in State Aid is focused on working with local government agencies on traffic safety-related programs and initiatives with a goal of reducing fatal and serious injury crashes on local roadway systems.

Registration and Fees

The registration fee includes lunch, coffee breaks, and program materials. A refund of the registration fee, minus a \$30 cancellation fee, will be made if cancellation is received five working days prior to the workshop. Disability accommodations are available upon request.

 **Professional Development Hours (6.0 PDHs)**
Roads Scholar Program (1.0 Required)

MnDOT'S Minnesota Snowplow and Safety Simulator Training for Local Agencies

October 24–28, 2016, MnDOT Training and Conference Center, 1900 West County Road I, Arden Hills, MN 55126

10 Sessions – 4 students per session
Morning session: 7:00–11:00 a.m.
Afternoon session: 11:30 a.m.–3:30 p.m.

Workshop Description

Jet pilots use simulator training to gain exposure to the unexpected. The result is a well-trained pilot who can anticipate hazardous situations and react in the safest possible manner to extreme conditions. Snowplow and Safety Simulator Training uses state-of-the-art technology to prepare snowplow drivers to expect the unexpected and deal with the challenges of adverse winter driving and road conditions. The simulator provides attendees with a basic plow cab control system with everything from a 15-speed max manual transmission to an automatic transmission. The plow and wing are operated with a touch screen. Like a real plow, the simulator has a steering wheel, fans, horn, turn indicators, mirror and seat adjustments, interactive dashboard, and other controls. The steering wheel is responsive and the sounds are realistic. The view screen gives a 180-degree view with realistic graphics.

Trainers use the snowplow simulator to create an unlimited combination of hazardous situations involving weather, traffic, and road conditions that a driver may rarely encounter in the real world. This prepares the snowplow driver to handle potentially

dangerous situations without being involved in an actual accident. The training, which is tailored to local agencies, will consist of a four-hour class divided into three parts: a PowerPoint presentation, a self-paced computer-based training, and simulator driving performance.

Training Benefits

Snowplow and Safety Simulator Training provides a safe environment in which students can experience hazardous weather conditions, varied road conditions, heavy vehicle and pedestrian traffic, and difficult maneuvering. The simulator also provides training in an off-the-road setting, which reduces insurance, training, and fuel costs; fleet maintenance; liability exposure; and vehicle damage. Other benefits include:

- Ability to evaluate performance after each simulation
- Decision-making skills are challenged in a safe environment
- Ability to practice maneuvers repeatedly until mastered
- Training is standardized, so each attendee can learn the same techniques in a controlled environment

Success of the simulator training has been proven by studies done by the Ohio and Iowa Departments of Transportation, Iowa State University, and the San Antonio, Texas, and West Covina, California, police departments. A study done by the University of Utah found that simulator training significantly reduced the severity and number of accidents.

Who Should Attend

All snowplow drivers, regardless of years of experience, can benefit from training in the simulator. This includes anyone who has snowplowing as part of their position description or who plows as a seasonal or temporary driver.

Registration and Fees

The registration fee includes program materials. A refund of the registration fee, minus a \$30 cancellation fee, will be made if cancellation is received five working days prior to the workshop. Disability accommodations are available upon request.

 **Professional Development Hours (4.0 PDHs)**
Roads Scholar Program (0.5 Elective)

Program and Registration Information Contact
Christine Preston, Continuing Professional Education, University of Minnesota,
612-624-4754, fax: 612-624-6225, e-mail: cceconf2@umn.edu

The University of Minnesota is an equal opportunity educator and employer. Disability accommodations are available upon request. Printed on recycled paper with 20% postconsumer waste.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - A

ITEM DESCRIPTION: Public Hearing To Certify Past-Due Garbage, Water & Sewer, Snow Removal, & Mowing Bills

Prepared by: Belinda

COMMENTS:

The City's contract with West Central Sanitation specifies that the City will certify past-due bills to the County to be collected with the following year's property taxes. The State law also allows the City to place past-due water and sewer, mowing, and snow removal bills on the tax rolls.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set a public hearing for 6:30 p.m. on Monday, October 24, 2016, for the purpose of certifying past-due garbage, water and sewer, snow removal, and mowing bills to the County.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI – B

ITEM DESCRIPTION: Citizen Complaint Policy & Form

Prepared by: Staff

COMMENTS:

Renee Eckerly will give a verbal report. Please review the attached proposed Citizen Complaint Policy and Citizen Complaint/Concern form.

The Policies & Procedures Committee has reviewed this and recommends approval.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the Citizen Complaint Policy and Citizen Complaint/Concern form.

Citizen Complaint Policy

POLICY:

When a citizen has a complaint about anything related to activities and responsibilities of the City, they shall file a signed complaint in writing. This form will be provided by the City and may be requested at City Hall. The form can be dropped off, sent by US Mail, or by e-mail. The complainants name is not considered public data and will not be publicly noted.

PROCEDURE:

1. The City ~~Clerk/Treasurer~~ Administrator will forward a completed form to the proper department or to the City Council for determination of what, if any, action shall be taken.
2. Telephone complaints will not be accepted.
3. Anonymous complaints will not be considered valid and action will not be taken.
4. Once action has been taken, the Council may decline to address the same complaint more than once during a three month period of time.
5. Any complaints regarding the conduct or job performance of the City ~~Clerk~~ Administrator shall be given to the Mayor or any councilmember. No complaints against City employees by members of the public shall be addressed at an open meeting unless the employee requests it. If Council determines discipline is appropriate, any future meetings regarding the discipline must be open.
6. Upon the completion of any said action, the complainant will be notified of action taken.

Policy Adopted by the Paynesville City Council on _____, 2016.

Jeff Thompson, Mayor

Attest:

Renee Eckerly, City Administrator

CITIZEN'S COMPLAINT/CONCERN
City of Paynesville
(320) 243-3714 ~ Fax (320) 243-3713

DATE: _____ **TO:** City Administrator - Mayor - City Council
(Circle One or More)

Name: _____

Address: _____ **Phone:** _____

Please indicate below your complaint/concern:

The identity of a person making a complaint about a violation of law or ordinance concerning the use of real property is confidential data. This classification is used to shield the identity of an individual who complains to a government agency from anyone who might seek retribution against the complainant. A reply will be given within 3 days of receiving this form.

Office Use Only

Date Received: _____ **Referred to:** _____ **Replied on:** _____

Resolved: *Yes No* **Pending:** *Yes No*

Notation: _____

By: _____ **Date:** _____

(NOTE: Return completed form to City Administrator)

9

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI – C

ITEM DESCRIPTION: Out Of State Travel Policy For Elected & Appointed Officials

Prepared by: Staff

COMMENTS:

Renee Eckerly will give a verbal report. Please review the revised Out Of State Travel Policy For Elected & Appointed Officials.

The Policies & Procedures Committee has reviewed this and recommends approval.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the Out Of State Travel Policy For Elected & Appointed Officials.

**CITY OF PAYNESVILLE
OUT OF STATE TRAVEL POLICY
FOR ELECTED AND APPOINTED OFFICIALS**

1. PURPOSE

1.01 The purpose of this policy is to establish guidelines for the reimbursement of expenses on official city business related to out-of-state travel for elected and appointed officials.

2. OUT-OF-STATE TRAVEL

2.01 The event, workshop, conference, or assignment must be approved in advance by the City Council and must include a detail estimate of the cost of the travel. In evaluating the request, the Council will consider the following:

- Whether the elected or appointed official will be receiving training on issues relevant to the City or to their role;
- Whether the elected or appointed official will be meeting and networking with other elected or appointed officials from around the country to exchange ideas on topics relevant to the City or on the official roles of local officials.
- Whether the elected or appointed official will be viewing a City facility or function that is similar in nature to one that is currently operating at, or under consideration by the City where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full council.
- Whether the elected or appointed official has been specifically assigned by the Council to visit another City for the purpose of establishing a goodwill relationship such as a "sister city" relationship.
- Whether the elected or appointed official has been specifically assigned by the Council to visit another City for the purpose of promoting economic development and/or tourism.
- Whether the elected or appointed official has been specifically assigned by the Council to testify on behalf of the City at the United States Congress or to otherwise meet with federal officials on behalf of the City.
- Whether the City has sufficient funding available in the budget to pay for the cost of the trip.

2.02 No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.

2.03 The City may make payments in advance for airfare, lodging, and registration if specifically approved by the Council by charging to the City credit card; otherwise all payments will be made as reimbursements to the elected or appointed official.

2.04 The City will reimburse for transportation, lodging, meals, registration, and incidental costs as pre-approved.

3. ALLOWABLE EXPENSES-LODGING

3.01 Accommodations shall be selected at a reasonable cost consistent with the facilities available and convenient to the location of the conference, seminar, or meeting attending.

3.02 Only the costs of single occupancy will be reimbursed. If a double occupancy occurs (i.e. a spouse/guest accompanies the elected or appointed official) the elected or appointed official is responsible for the additional costs over single occupancy.

3.03 Lodging for the night before the commencement of a conference, seminar, or meeting may be claimed.

3.04 Reimbursement for meals and lodging shall be limited to the period of time required if commercial air transportation was used. Generally this includes one travel day prior to the conference and one travel day after the conference. If a conference does not start until the late afternoon or evening, that day shall be considered the travel day.

3.05 Receipts for lodging must be turned in whether paid on the City credit card or being reimbursed to the elected or appointed official.

4. ALLOWABLE EXPENSES-TRANSPORTATION

4.01 Allowable transportation costs shall include reimbursement for mileage accumulated on a personal vehicle at the current federal IRS rate of mileage reimbursement or the actual round trip coach-class airfare rate, whichever is less. When two or more elected or appointed officials are traveling in one automobile, reimbursement shall be made to one elected or appointed official.

4.02 Air transportation shall be coach-class unless such service is unavailable. Reservations are to be made in advance at the earliest date to insure the lowest possible fares. "Super Saver"-type rates shall be used if available and appropriate for the particular situation. If the reservation is not going to be used, it must be canceled immediately.

4.03 Airline travel credit. Any credits or other benefits issued by any airline must accrue to the benefit of the City; therefore, the City will initially pay for the cost of airfare by using the City credit card as stated in section 2.03.

4.04 Local transportation such as taxicab and bus fares to and from the place of lodging and conference, seminar, or meeting is reimbursable only if circumstances require such travel. Costs for local transportation not pertaining directly to City business will not be reimbursed.

4.05 Mileage will be paid for the distance to and from the assigned destination. Mileage will not be paid while driving to and from entertainment locations. This section is from the Reimbursement Policy adopted by the City Council on ~~July 22, 2009~~ September 12, 2016.

5. ALLOWABLE EXPENSES-MEALS

5.01 Reimbursement for meals while on authorized travel shall include only actual expenditures including tax and tip. Receipts for meals must have a detailed original receipt and must clearly indicate whether the requested reimbursement is for breakfast, lunch, or dinner and the date of the meal. Detailed meal receipts should be obtained indicating the actual items purchased. Items summarized on credit card bills, hotel receipts or receipt stubs are not acceptable. Reimbursement will not be provided for any meals which are included as part of registration, tuition, or fees. This section is expanded from the Reimbursement Policy adopted by the City Council on ~~July 22, 2009~~ September 12, 2016.

5.02 Reimbursement is not allowed for alcoholic beverages. This section is from the Reimbursement Policy adopted by the City Council on ~~July 22, 2009~~ September 12, 2016.

5.03 The City will pay for elected or appointed official's meals only. The City will not pay for meals when the meal is provided by the conference, seminar, etc. the elected or appointed official is attending. The monetary cap for breakfast is \$15.00, lunch \$20.00, and dinner \$25.00. This section is from the Reimbursement Policy adopted by the City Council on ~~July 22, 2009~~ September 12, 2016.

5.04 Tips must not exceed 15% of cost of meal and beverage. This section is from the reimbursement Policy adopted by the City Council on ~~July 22, 2009~~ September 12, 2016.

6. ALLOWABLE EXPENSES – GENERALLY

6.01 Receipts must accompany claims for reimbursement. Each such receipt shall clearly depict the type of expense incurred, the date of its incurrence, and the purpose of the expense. When using a credit card write the purpose of the expense on the credit slip. If the credit purchase is made over the phone, a record of the amount, purpose, and vendor must be turned into the ~~Accounting Specialist~~ accounts payable.

6.02 Miscellaneous expenses may be authorized, such as business related telephone, fax, internet, and tips for bellhops.

6.03 Spouse/Guest's conference registration or airline tickets may be advanced by the City but must be reimbursed by the elected or appointed official. The City shall pay no expenses for a spouse or guest who accompanies the elected or appointed official to a conference, seminar, or meeting including the incremental lodging expenses over single occupancy rates.

6.04 The City will not reimburse for personal telephone calls, rental of luxury vehicles, any entertainment costs, or extracurricular recreational expenses (i.e. golf, tennis, etc.).

7. OTHER

7.01 The City will not pay for Council members, who have announced an intention to resign, not seek reelection, or who have been defeated in an election.

- Any employee who resigns within 6 months from the travel time shall reimburse the City all costs for the trip.

7.02 Elected or appointed officials who travel out of state pursuant to this policy must give a Written report on the results of the trip at the next Council meeting.

7.03 Elected or appointed officials who travel out of state for training must turn over training materials to the City either after the training is completed or upon the Council member no longer serving as a Council member or the elected or appointed official no longer employed by the City.

Adopted this ~~9th~~ 12th day of ~~December 2009~~ September 12, 2016.

Mayor

City Administrator

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI – D

ITEM DESCRIPTION: City Employee Reimbursement Policy

Prepared by: Staff

COMMENTS:

Renee Eckerly will give a verbal report. Please review the revised City Employee Reimbursement Policy.

The Policies & Procedures Committee has reviewed this and recommends approval.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the revised City Employee Reimbursement Policy.

CITY EMPLOYEE REIMBURSEMENT POLICY
July, 2009 September 2016

1. Must have a detailed original receipt for meals, hotel bills and other miscellaneous expenditures. Items summarized on credit cards bills, hotel receipts or receipt stubs are not acceptable.
2. The City will pay for employee's meals only. The City will not pay for meals when the meal is provided by the conference/seminar, etc. the employee is attending. There are monetary caps for breakfast of \$15.00, lunch \$20.00 and dinner \$25.00.
3. The City will pay for a reasonable tip. Tip must not exceed 15% of cost of meal and beverage.
4. The City will not pay for any alcoholic beverages.
5. The City will not pay for any personal telephone calls.
6. The City will not pay for any entertainment costs.
7. The City will pay for hotel costs for employee only - any additional costs for any extra guests will be your responsibility.
8. Mileage will be reimbursed at the current IRS rate. Car-pooling will be utilized. Mileage will be paid to one vehicle per seminar/meeting, etc. as long as all parties can travel legally in the vehicle.
9. Mileage will be paid for the distance to and from the assigned destination. Mileage will not be paid while driving to and from entertainment locations.
10. All reimbursements will be paid by voucher upon approval by the City Council.
- ~~11. Mileage will be reimbursed at the rate established by the City. Car-pooling will be utilized. Mileage will be paid to one vehicle per seminar/meeting, etc. as long as all parties can travel legally in the vehicle.~~

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VI - E

ITEM DESCRIPTION: Truth In Taxation Public Hearing

Prepared by: Belinda

COMMENTS:

It has been suggested to set the Truth In Taxation Public Hearing for Monday, December 12, 2016 at 6:30 p.m. during the regular scheduled Council meeting.

If the levy is not adopted on December 12, 2016 the Council will have to hold a special meeting the week of December 19, 2016 to do so.

The Council is also no longer required to publish a public hearing notice.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set the Truth In Taxation Public Hearing for Monday, December 12, 2016 at 6:30 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – A

ITEM DESCRIPTION: 2016 Street Project

Prepared by: Staff

COMMENTS:

Chuck DeWolf will give a verbal report on the project. Please review the attached Payment Estimate No. 3 in the amount of \$480,918.05 payable; to Voss Plumbing & Heating Inc. for work completed through August 26, 2016.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve Payment Estimate No. 3 in the amount of \$480,918.05 payable; to Voss Plumbing & Heating Inc.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

September 6, 2016

Mr. Ron Mergen
Public Works Director
City of Paynesville
221 Washburne Avenue
Paynesville, MN 56362

RE: 2016 Improvement Project
City of Paynesville, Minnesota
BMI Project No. W14.107598

Dear Ron:

Enclosed please find three signed copies of Payment Estimate No. 3 for the above referenced project. The estimate reflects all work completed through August 26, 2016. We have reviewed the estimate and have approved it as submitted. Please review the estimate and, if acceptable, sign and date all copies of the estimate and forward one copy to Voss Plumbing & Heating of Paynesville, Inc. with payment, one copy to myself and keep one copy for your records.

Thank you for taking the time to review this estimate. Please feel free to call me if you have any questions or would like to discuss the estimate.

Sincerely,

BOLTON & MENK, INC.

Chuck DeWolf, P.E.
City Engineer

CWD/kg

Enclosures

12

CONTRACTOR'S PAY REQUEST

2016 IMPROVEMENT PROJECT
 CITY OF PAYNESVILLE, MN
 BMI PROJECT NO. W14.107598

DISTRIBUTION:
 CONTRACTOR (1)
 OWNER (1)
 ENGINEER (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$1,223,822.37
TOTAL, COMPLETED WORK TO DATE	\$878,564.31
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$878,564.31
RETAINED PERCENTAGE (5%)	\$43,928.22
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$834,636.09
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$353,718.04
PAY CONTRACTOR AS ESTIMATE NO. 3	\$480,918.05

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: Voss Plumbing & Heating of Paynesville, Inc.
 316 Business 23 E, PO Box 77
 Paynesville, MN 56362

By Robert M. Brown Name Secretary Title

Date 9-6-16

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK INC., ENGINEERS, 2040 E HWY 12, WILLMAR, MN 56201.

By Clark D. Harty, CITY ENGINEER

Date 9-6-16

APPROVED FOR PAYMENT:

OWNER: CITY OF PAYNESVILLE

By _____ Name Title Date

And _____ Name Title Date

Partial Pay Estimate No.:

2018 IMPROVEMENT PROJECT
 CITY OF PAYNESVILLE, MN
 BMI PROJECT NO. W14.107598

WORK COMPLETED THROUGH AUGUST 26, 2018

ITEM NO.	ITEM	UNIT PRICE	AS BID		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
1	MOBILIZATION	\$28,000.00	1	LUMP SUM \$28,000.00	0.75	LUMP SUM \$21,000.00
2	CLEARING & GRUBBING	\$150.00	8	EACH \$1,200.00	54	EACH \$8,100.00
3	REMOVE SEWER PIPE (STORM)	\$7.00	395	LIN FT \$2,765.00	430	LIN FT \$3,010.00
4	REMOVE 18" PVC SANITARY SEWER PIPE	\$50.00	190	LIN FT \$9,500.00		LIN FT
5	REMOVE WATERMAIN	\$0.01	2147	LIN FT \$21.47	1,122	LIN FT \$11.22
6	REMOVE CONCRETE CURB & GUTTER	\$2.00	2998	LIN FT \$5,996.00	2,986	LIN FT \$5,972.00
7	REMOVE CONCRETE DRIVEWAY PAVEMENT	\$5.00	137	SQ YD \$685.00	77	SQ YD \$385.00
8	REMOVE CONCRETE WALK	\$0.50	718	SQ FT \$359.00	505	SQ FT \$252.50
9	REMOVE BITUMINOUS PAVEMENT	\$1.65	8895	SQ YD \$14,676.75	8,851	SQ YD \$14,604.15
10	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	\$3.00	2040	SQ YD \$6,120.00	1,917	SQ YD \$5,751.00
11	REMOVE HYDRANT	\$100.00	5	EACH \$500.00	5	EACH \$500.00
12	REMOVE STORM STRUCTURE	\$250.00	8	EACH \$2,000.00	8	EACH \$2,000.00
13	REMOVE MANHOLE (SANITARY)	\$350.00	3	EACH \$1,050.00	3	EACH \$1,050.00
14	REMOVE & RELOCATED SKIMMER STRUCTURE	\$2,000.00	1	EACH \$2,000.00	1	EACH \$2,000.00
15	SALVAGE RANDOM RIP RAP	\$20.00	20	CU YD \$400.00	20	CU YD \$400.00
16	COMMON EXCAVATION (P)	\$5.00	7439	CU YD \$37,195.00	5,452	CU YD \$27,260.00
17	INSTALL SALVAGED RIP RAP	\$20.00	20	CU YD \$400.00	20	CU YD \$400.00
18	POND EXCAVATION (P)	\$6.00	12004	CU YD \$72,024.00	12,004	CU YD \$72,024.00
19	GEOTEXTILE FABRIC TYPE IV	\$5.00	90	SQ YD \$450.00	90	SQ YD \$450.00
20	GRAVEL DRIVEWAY RESTORATION	\$15.00	117	CY YD \$1,755.00	60	CY YD \$900.00
21	AGGREGATE BASE, CLASS 5 (CV)	\$18.00	4047	CU YD \$72,846.00	2,025	CU YD \$36,450.00
22	BITUMINOUS PATCH - DRIVEWAY RESTORATION	\$18.05	276	SQ YD \$4,429.80		SQ YD
23	MILL BITUMINOUS SURFACE (1.5")	\$1.35	6497	SQ YD \$8,770.95	6,024	SQ YD \$8,132.40
24	EDGE MILL BITUMINOUS SURFACE (8' WIDTH)	\$1.35	10101	SQ YD \$13,636.35	9,087	SQ YD \$12,267.45
25	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	\$52.00	1316	TON \$68,432.00	624.88	TON \$32,483.76
26	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	\$54.00	3898	TON \$210,492.00	2,480.57	TON \$133,950.78
27	12" STORM SEWER	\$15.00	37	LIN FT \$555.00	101	LIN FT \$1,515.00
28	24" STORM SEWER	\$27.00	675	LIN FT \$18,225.00	675	LIN FT \$18,225.00
29	12" RC PIPE SEWER CLASS V	\$22.00	553	LIN FT \$12,166.00	764	LIN FT \$16,808.00
30	15" RC PIPE SEWER CLASS V	\$22.00	1208	LIN FT \$26,576.00	1,125	LIN FT \$24,750.00
31	18" RC PIPE SEWER CLASS III	\$23.50	247	LIN FT \$5,804.50	247	LIN FT \$5,804.50
32	21" RC PIPE SEWER CLASS III	\$26.00	520	LIN FT \$13,520.00	520	LIN FT \$13,520.00
33	24" RC PIPE SEWER CLASS III	\$28.00	46	LIN FT \$1,288.00	46	LIN FT \$1,288.00
34	16" STORM PLUG	\$100.00	1	EACH \$100.00	1	EACH \$100.00
35	12" PIPE APRON	\$250.00	2	EACH \$500.00	2	EACH \$500.00
36	24" PIPE APRON	\$850.00	1	EACH \$850.00	1	EACH \$850.00
37	6" CONCRETE HEADWALL WITH RODENT SCREEN	\$175.00	1	EACH \$175.00	1	EACH \$175.00
38	6" PERF PVC PIPE DRAIN	\$8.00	590	LIN FT \$4,720.00	590	LIN FT \$4,720.00
39	6" PVC PIPE DRAIN CLEANOUT	\$150.00	6	EACH \$900.00	6	EACH \$900.00
40	8" PVC PIPE SEWER	\$15.00	1024	LIN FT \$15,360.00	1,097	LIN FT \$16,455.00
41	18" PVC PIPE SEWER (IN EXISTING CASING)	\$75.00	188	LIN FT \$14,100.00		LIN FT
42	CONNECT TO EXISTING STORM SEWER	\$750.00	1	EACH \$750.00	1	EACH \$750.00
43	8"x6" PVC WYE, SDR 26	\$175.00	14	EACH \$2,450.00	12	EACH \$2,100.00
44	16"x6" PVC SDR 26 SADDLE WYE	\$750.00	4	EACH \$3,000.00	5	EACH \$3,750.00
45	6" PVC PIPE SEWER, SDR 26 SANITARY SERVICE PIPE	\$18.00	662	LIN FT \$11,916.00	626	LIN FT \$11,268.00
46	SANITARY SEWER BYPASS PUMPING AND CORRECTIVE MEASU	\$14,000.00	1	LUMP SUM \$14,000.00	0.50	LUMP SUM \$7,000.00
47	HYDRANT 9.5' BURY	\$3,500.00	6	EACH \$21,000.00	6	EACH \$21,000.00
48	1" CORPORATION STOP & SADDLE	\$275.00	16	EACH \$4,400.00	16	EACH \$4,400.00
49	1" CURB STOP & BOX	\$275.00	16	EACH \$4,400.00	16	EACH \$4,400.00
50	6" GATE VALVE AND BOX	\$1,275.00	4	EACH \$5,100.00	6	EACH \$7,850.00
51	8" GATE VALVE AND BOX	\$1,750.00	2	EACH \$3,500.00	2	EACH \$3,500.00
52	10" GATE VALVE AND BOX	\$2,350.00	1	EACH \$2,350.00	2	EACH \$4,700.00
53	12" GATE VALVE AND BOX	\$2,825.00	3	EACH \$8,475.00	3	EACH \$8,475.00
54	ADJUST VALVE BOX	\$175.00	13	EACH \$2,275.00	12	EACH \$2,100.00
55	CONNECT TO EXISTING WATERMAIN	\$500.00	2	EACH \$1,000.00	2	EACH \$1,000.00
56	1" WATER SERVICE PIPE	\$15.00	520	LIN FT \$7,800.00	623	LIN FT \$9,345.00
57	6" PVC WATERMAIN C-900 DR 18	\$15.50	236	LIN FT \$3,658.00	245	LIN FT \$3,797.50
58	8" PVC WATERMAIN C-900 DR 18	\$17.50	137	LIN FT \$2,387.50	77	LIN FT \$1,347.50
59	12" PVC WATERMAIN C-900 DR 18	\$23.50	2167	LIN FT \$50,924.50	2,039	LIN FT \$47,916.50
60	12" WATERMAIN (TRENCHLESS)	\$125.00	325	LIN FT \$40,625.00	380	LIN FT \$47,500.00
61	WATERMAIN FITTINGS (COMPACT)	\$7.50	1783	POUND \$13,372.50	2,606	POUND \$19,545.00
62	CONSTRUCT DES H STRUCTURE	\$175.00	12.2	LIN FT \$2,135.00	12.2	LIN FT \$2,135.00
63	CONSTRUCT DRAINAGE STRUCTURE, R-1 (2'X3')	\$225.00	62.7	LIN FT \$14,107.50	62.7	LIN FT \$14,107.50
64	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	\$285.00	74.4	LIN FT \$21,204.00	74.4	LIN FT \$21,204.00
65	CONSTRUCT DRAINAGE STRUCTURE, DES 54-4020	\$375.00	5.1	LIN FT \$1,912.50	5.1	LIN FT \$1,912.50
66	CASTING ASSEMBLY (SANITARY)	\$475.00	4	EACH \$1,900.00		EACH
67	CASTING ASSEMBLY NEENAH R-1733	\$475.00	12	EACH \$5,700.00	3	EACH \$1,425.00
68	CASTING ASSEMBLY NEENAH R-3067-V	\$500.00	16	EACH \$8,000.00	8	EACH \$4,000.00
69	CASTING ASSEMBLY NEENAH R-4342 STOOL GRATE	\$450.00	5	EACH \$2,250.00		EACH
70	CASTING ASSEMBLY NEENAH R-2505	\$500.00	1	EACH \$500.00		EACH
71	ADJUST FRAME AND RING CASTING (SANITARY)	\$200.00	10	EACH \$2,000.00	12	EACH \$2,400.00
72	ADJUST FRAME AND RING CASTING (STORM)	\$200.00	12	EACH \$2,400.00	8	EACH \$1,600.00
73	ADJUST FRAME AND RING CASTING (SPECIAL)	\$200.00	1	EACH \$200.00	1	EACH \$200.00
74	CONSTRUCT SANITARY MANHOLE, DES 4007	\$225.00	41.3	LIN FT \$9,292.50	41.3	LIN FT \$9,292.50
75	8" OUTSIDE DROP	\$600.00	6	LIN FT \$3,600.00	6	LIN FT \$3,600.00
76	RANDOM RIPRAP CLASS IV	\$50.00	10	CU YD \$500.00	31.50	CU YD \$1,575.00
77	4" CONCRETE SIDEWALK	\$5.50	790	SQ FT \$4,345.00	160	SQ FT \$880.00
78	BITUMINOUS TRAIL	\$22.50	630	LIN FT \$14,175.00		LIN FT
79	CONCRETE CURB & GUTTER DESIGN B618	\$11.50	5201	LIN FT \$59,811.50	1,966	LIN FT \$22,609.00
80	6" CONCRETE DRIVEWAY PAVEMENT	\$44.00	238	SQ YD \$10,472.00	14	SQ YD \$602.80
81	8" CONCRETE DRIVEWAY PAVEMENT	\$56.50	524	SQ YD \$29,606.00	75	SQ YD \$4,209.25
82	TRUNCATED DOMES	\$42.00	60	SQ FT \$2,520.00		SQ FT
83	TRAFFIC CONTROL	\$4,500.00	1	LUMP SUM \$4,500.00	0.75	LUMP SUM \$3,375.00

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Partial Pay Estimate No.:

2016 IMPROVEMENT PROJECT
 CITY OF PAYNESVILLE, MN
 BMI PROJECT NO. WH14.107598

WORK COMPLETED THROUGH AUGUST 26, 2016

ITEM NO.	ITEM	UNIT PRICE	AS BID		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
84	SILT FENCE, MACHINE SLICED	\$1.50	742 LIN FT	\$1,113.00	925 LIN FT	\$1,387.50
85	STORM DRAIN INLET PROTECTION	\$100.00	27 EACH	\$2,700.00	EACH	
86	STABILIZED CONSTRUCTION EXIT	\$500.00	3 EACH	\$1,500.00	1 EACH	\$500.00
87	AMENDED SOIL-POND INFILTRATION MEDIA	\$20.00	3153 CU YD	\$63,060.00	3,153 CU YD	\$63,060.00
88	COMMON TOPSOIL BORROW (LV)	\$6.50	3391 CU YD	\$22,823.50	CU YD	
89	EROSION CONTROL BLANKET, CATEGORY 3	\$1.25	4180 SQ YD	\$5,227.50	336 SQ YD	\$420.00
90	SEED 22-141, BONDED FIBER MATRIX, FERTILIZER	\$4,200.00	1.1 ACRE	\$4,620.00	ACRE	
91	SEED 25-151, BONDED FIBER MATRIX, FERTILIZER	\$4,200.00	1.9 ACRE	\$7,980.00	ACRE	
92	SEED 35-241 / 22-111, TYPE 1 MULCH, FERTILIZER	\$6,000.00	1.8 ACRE	\$10,800.00	1.8 ACRE	\$10,800.00
93	EROSION & SEDIMENT CONTROL	\$1,000.00	1 LUMP SUM	\$1,000.00	0.75 LUMP SUM	\$750.00
94	4" SOLID LINE WHITE - EPOXY	\$1.80	1100 LIN FT	\$1,980.00	LIN FT	
95	24" SOLID LINE WHITE-EPOXY	\$7.50	24 LIN FT	\$180.00	LIN FT	
96	PAVEMENT MESSAGE (RR CROSSING) EPOXY	\$750.00	1 EACH	\$750.00	EACH	
97	PAVEMENT MESSAGE (HANDICAP SYMBOL) EPOXY	\$125.00	3 EACH	\$375.00	EACH	
98	CROSSWALK MARKING - EPOXY	\$4.65	1857 SQ FT	\$8,635.05	SQ FT	
TOTAL AMOUNT:				\$1,223,822.37		\$878,564.31

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – B

ITEM DESCRIPTION: VOC – Water Treatment Plant – Variance Request

Prepared by: Staff

COMMENTS:

The City of Paynesville received a three-part Variance Application from the City of Paynesville, 221 Washburne Ave. Paynesville, MN. The property in question is at 271 Ampe Drive, Paynesville, MN. The Variance request is for an additional structure at the Water Treatment Plant for the volatile organic compounds (VOC) project. Due to the irregular shape of the lot, the new building is proposed to be:

- 5.14 feet from the rear property line, this lot is double fronted; therefore, it needs to meet the 25 foot front setback requirement off of Business 23 also – needing a 19.86 foot variance
- 6.84 feet from the side property line – can't meet the 10 foot setback requirement – needing a 3.16 foot variance
- 37 feet in height - can't meet the 35 foot height regulation – needing a 2 foot variance

The structure will meet all other zoning regulations.

The Planning Commission has reviewed this and recommends approval. Please review the attached application, Report & Recommendation, and Variance Determination.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve/deny the Variance Determination for the City of Paynesville.

CITY OF PAYNESVILLE ~ VARIANCE APPLICATION

221 Washburne Ave. ~ Paynesville, MN 56362
Phone: 320-243-3714 ~ Fax: 320-243-3713

List All Property Owners: City of Paynesville

Contact Person: Ron Mergen Email Address: ron@paynesvillemn.com

Mailing Address: 221 Washburne Avenue, Paynesville, MN 56362

Telephone No.: (320) 243-3714 Parcel No.: 70.39242.0045

Property Address: 271 Ampe Drive

Legal Description: Lot: 6 Block: 4 Addition: Pay-Del-Co

ZONE: C2

Application Fee: \$250.00
(non-refundable) These are the fees incurred per document: Advertising \$48.00 (average), Recording \$46.00 (actual), Postage \$33.00 (average), Legal \$123.00 (average), totaling \$250.00.

EXISTING USE OF PROPERTY:
Water Treatment Facility

IS THE VARIANCE NEEDED TO REPLACE AN EXISTING STRUCTURE OR ADD AN ADDITIONAL STRUCTURE? Add an additional structure

IF REPLACING, IS THE EXISTING STRUCTURE NON-CONFORMING? _____

DESCRIPTION OF REQUEST: (use separate sheet if needed)
See attached sheet.

DRAWING OF PROPOSED VARIANCE: (use separate sheet)

Application Must Include:

- A site plan showing existing lot lines and dimensions as well as lot area, all easements, all public streets, and private right of ways bordering and adjacent to the site, the use and location of all adjacent property.
- The specific feature or features of the proposed use, construction, or development that requires a variance.
- Specific provisions of Ordinance from which a variance is sought and the precise variance there from being sought.
- Statement of characteristics of the property that prevent compliance with the provisions of the Ordinance.
- Legal description from abstract.
- Any written or graphic data required by the City Administrator.

[Signature]
All Property Owners Must Sign This Application

7/19/16
Date

For office use only:

Application Fee: \$250.00 (non-refundable)
For office use only: Cash

Check No. 093061 Date Paid 7.28.16

Present To Planning Commission Date: 8.1.16
Board of Adjustment Public Hearing Date: 9.12.16

Board of Adjustment Set Public Hearing Date: 8.8.16
Board of Adjustment Makes Determination Date: 9.12.16

PLANNING COMMISSION ACTION:
Recommended to Board of Adjustment
BOARD OF ADJUSTMENT ACTION:

6:30pm
Approved
Approved

Denied
Denied

Date: _____
Date: _____

3/1/2016

Date Received In Office:
(Stamp) JUL 27 2016

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The City of Paynesville is adding a process to their water treatment facility to remove volatile organic compounds. Due to the irregular shape of the lot, the new building is proposed to be located 5.14-feet from the rear property line, which doesn't meet the 20-foot setback requirement, and also 6.84-feet from the side property line, which doesn't meet the 10-foot setback requirement. In addition, the treatment process includes a tower which will extend 37-feet above the existing ground elevation, which is higher than the 35-foot maximum height allowed. The lot coverage is less than the 50% maximum requirement.

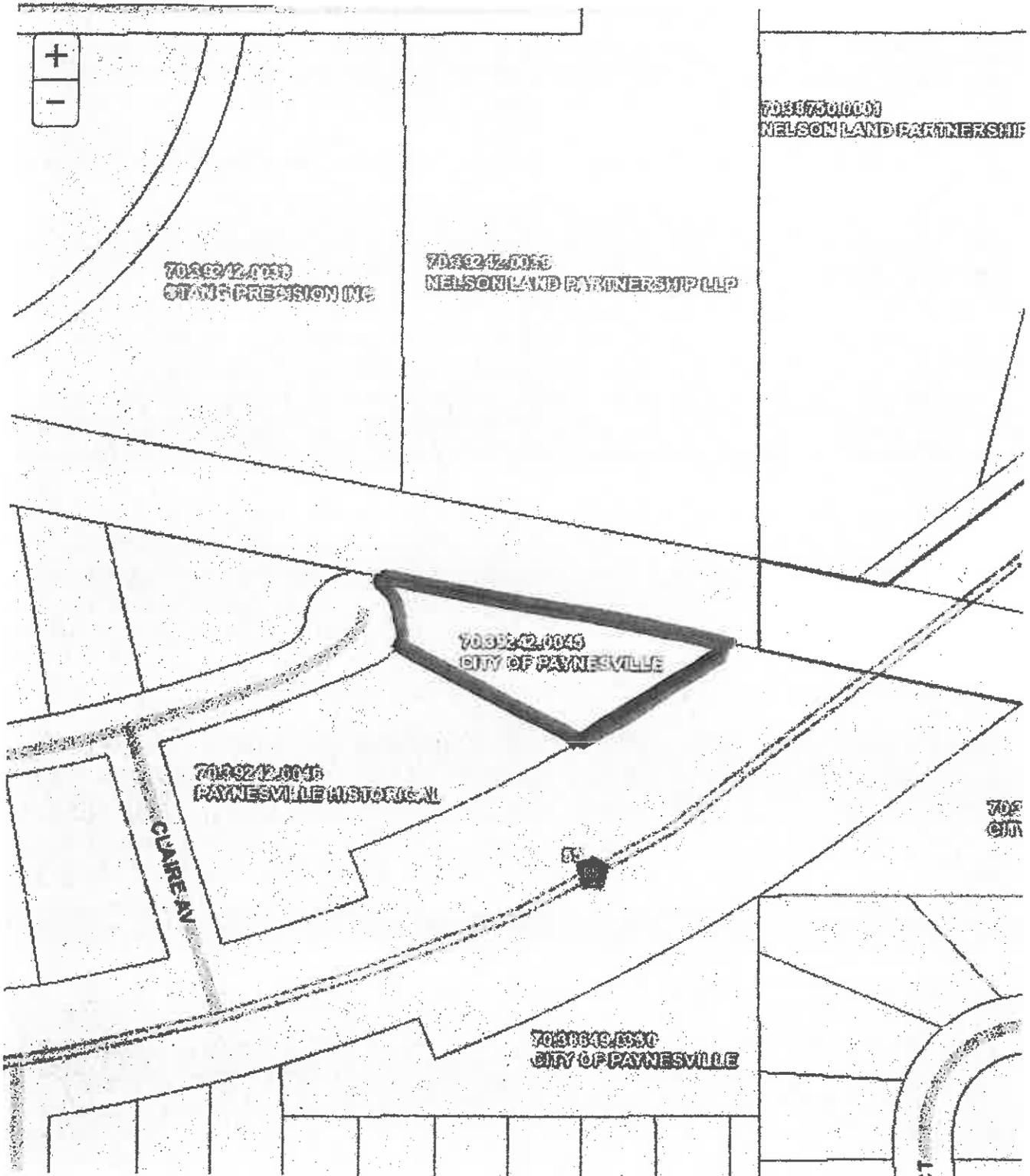
CITY OF PAYNESVILLE

RECH#: 00046805 7/28/2016 9:26 AM
OPER: FRONT TERM: 001
REF#: 093061

TRAN: 10.0100 VARIANCE FEE
water plant voc variance
VARIANCE FEES 250.00CR

TENDERED: 2,326.21 CHECK
APPLIED: 2,326.21-

CHANGE: 0.00



- Search
- Layers
- Draw
- Tools
- Legend

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**REPORT & RECOMMENDATION OF PLANNING COMMISSION
ON APPLICATION FOR VARIANCE**

WHEREAS, the City Administrator has received from the City of Paynesville a Variance Application signed by the Mayor of the City to allow the following:

The construction of an additional structure adjacent to the existing wastewater treatment facility, which structure would be located 5.14 feet from the right-of-way of Business 23 East, which does not meet the 25 foot setback requirement of Chapter 11, Section 11.41, Subd. 5(C); which structure would be 6.84 feet from the sideline of the property which does not meet the 10 foot side setback requirement of Chapter 11, Section 11.41, Subd. 5(A), and the water treatment process requires a tower which will extend 37 feet above ground elevation, which exceeds the maximum height limitation of 35 feet contained in Chapter 11, Section 11.41, Subd. 5(D); and

WHEREAS, the City of Paynesville is the owner of a parcel of property located at 271 Ampe Drive, Paynesville, MN 56362; and

WHEREAS, the property at issue is more particularly described as Parcel Nos. 70.39242.0045, and legally described as follows, to-wit:

Lot Six (6), Block Four (4), Pay-Del-Co, according to the plat and survey thereof on file and of record in the Office of the County Recorder in and for Stearns County, Minnesota; and



WHEREAS, the Planning Commission believes that the owner's use of the property as proposed would be:

- a) Unreasonable; or
- b) Reasonable

because it ties into the improvements already existing on the property; and

WHEREAS, the Planning Commission believes that the landowner's difficulty in complying with the strict requirements of the zoning ordinance is:

- a) Due to circumstances unique to the property and not caused by the landowner;
- b) Is not due to circumstances which are unique to the property or is due to circumstances that were caused by the landowner;

because the lot is unique in shape, double fronted, and there is no other location on the lot for the structure; and

WHEREAS, The Planning Commission finds that the Variance, if granted:

- a) Will not alter the essential character of the locality; or
- b) Will alter the essential character of the locality;

because the accessory building will be in the rear of the lot where there is a large right of way off County Road 85 (Business 23E); and

WHEREAS, the Planning Commission finds that the Variance, if granted:

- a) Will be in harmony with the general purpose and intent of the zoning ordinance and the Comprehensive Plan; or
- b) Will not be in harmony with the general purpose and intent of the zoning ordinance and the Comprehensive Plan;

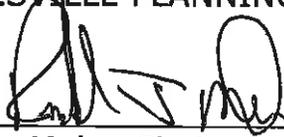
because the structure is necessary for the City's water treatment to remove volatile organic compounds (VOC's).

THEREFORE, the Planning Commission recommends that the request for Variance be:

- a) Granted; or
- b) Denied.

PAYNESVILLE PLANNING COMMISSION

August 1, 2016

By: 

Ron Mehr, Chairperson

ATTEST:



Renee Eckerly, City Administrator

VARIANCE DETERMINATION

WHEREAS, the City Council of the City of Paynesville, acting as the Board of Adjustment, has received a report and recommendation from the Planning Commission with regard to a Variance request submitted by the City of Paynesville with regard to its addition to the existing wastewater treatment facility in order to be able to treat and remove contamination related to gasoline and gasoline bi-products from ground water contamination in the area of existing City wells, which application for Variance was completed by the applicant on July 19, 2016; and

WHEREAS, the Planning Commission has recommended:

- a) _____ Approval of the requested Variance; or
- b) _____ Denial of the requested Variance; and

WHEREAS, the City of Paynesville is the owner of property located at 271 Ampe Drive, Paynesville, MN 56362; and

WHEREAS, a public hearing on the Variance application was held on September 12, 2016, at 6:30 p.m., Paynesville City Hall, 221 Washburne Avenue, Paynesville, MN 56362;

NOW, THEREFORE, the Board of Adjustment makes the following:

30

REPORT/FINDINGS

1. The property in question is located at 271 Ampe Drive, Paynesville, MN 56362.

2. The property in question is currently zoned "C-2" – Highway Commercial District

3. The property in question is Tax Parcel No. 70.39242.0045, which parcel is legally described as follows, to-wit:

Lot Six (6), Block Four (4), Pay-Del-Co, according to the plat and survey thereof on file and of record in the Office of the County Recorder in and for Stearns County, Minnesota; and

4. The owner of the property described above is the City of Paynesville.

5. An appropriate Variance application has been filed and the required fee has been paid.

6. The City of Paynesville proposes to locate a structure adjacent to the existing wastewater treatment facility located on the above-described premises for the removal of contaminants related to a ground water gasoline spill in the City of Paynesville, which structure will be set back 5.14 feet from the right-of-way of Business 23 East, which does not meet the 25 foot setback requirement of City Code Chapter 11, Section 11.41, Subd. 5(C), which requires a 19.86 foot Variance from the strict requirements of the zoning ordinance.

The requested Variance also seeks to locate the structure 6.84 feet from the side property line, which does not meet the 10 foot side setback requirement of City Code Chapter 11, Section 11.41, Subd. 5(A), and requires a 3.16 foot Variance from the strict requirements of the zoning ordinance.

The requested Variance also seeks to construct a tower as part of the structure which will have a height of 37 feet, which will not meet the building

height limitations of Chapter 11, Section 11.41, Subd. 5(D), of 35 feet, and which requires a 2 foot Variance from the strict requirements of the zoning ordinance.

7. The Planning Commission reviewed the request for Variance and recommends that the request be:

- a) _____ Granted; or
- b) _____ Denied.

8. That notice of the public hearing on this Variance application before the full Council, sitting as a Board of Adjustment, was given to all interested parties notifying them of a hearing scheduled for September 12, 2016, at 6:30 p.m., at City Hall, 221 Washburne Avenue, Paynesville, MN 56362, said notice having been given in accordance with the requirements of the laws of the State of Minnesota and Chapter 11 of the City Code of the City of Paynesville, by publication and by mailing of individual notices to owners of property according to the assessment records located within 350 feet of the parcel described in the application for Variance.

9. The Board of Adjustment concludes based on the facts presented that the owner's use of the property as proposed would be:

- a) _____ Unreasonable; or
- b) _____ Reasonable;

because _____; and

10. The Board of Adjustment concludes that the landowner's problem with the property is:

- a) _____ Due to circumstances unique to the property and not caused by the landowner; or
- b) _____ Is not due to circumstances which are unique to the

property or is due to circumstances that were caused by

the landowner;

because _____; and

11. The Board of Adjustment concludes based on the facts presented that if the Variance is granted it:

a) _____ Will not alter the essential character of the locality; or

b) _____ Will alter the essential character of the locality;

because _____; and

12. The Board of Adjustment concludes based on the facts presented that if the Variance is permitted:

a) _____ Will be in harmony with the general purpose and intent of the zoning ordinance and the Comprehensive Plan; or

b) _____ Will not be in harmony with the general purpose and intent of the zoning ordinance and the Comprehensive Plan;

because _____.

VARIANCE

The Board of Adjustment, having received and reviewed the application for Variance, and having taken public comment thereon, and having reviewed the recommendation of the Planning Commission, and being fully advised, hereby:

a) _____ Grants; or

b) _____ Denies

the Variance requested to allow the construction of a structure which would be set back 5.14 feet from the right-of-way line of Business 23 East requiring a variance of 19.86 feet from the 25 foot setback requirement of City Code Chapter 11, Section 11.41, Subd. 5(C); the construction of a structure which would be set back

6.84 feet from the side property line requiring a Variance of 3.16 feet from the side setback requirement of Chapter 11, Section 11.41, Subd. 5(A); and which would have a tower with a height of 37 feet requiring a Variance of 2 feet from the height limitation of City Code Chapter 11, Section 11.41, Subd. 5(D).

DATED: September 12, 2016

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

THIS INSTRUMENT DRAFTED BY:

William Spooner
SPOONER & GLENZ LAW OFFICES, PLLC
113 Washburne Avenue
Paynesville, MN 56362
(320) 243-3748
Atty. Regn. No. 0131088

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: Old Business

Originating Department: Administration

Item Number: VII – C

ITEM DESCRIPTION: 2017 Street Project

Prepared by: Staff

COMMENTS:

Please review the attached Lake Ave. North Assessment Options for discussion purposes. City staff is looking for direction on this section of the 2017 Street Project as they continue discussions with Jason Ferche.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

LAKE AVENUE NORTH ASSESSMENT OPTIONS

2017 IMPROVEMENT PROJECT
 CITY OF PAYNESVILLE, MINNESOTA
 BMI PROJECT W14.111675

AUGUST 31, 2016

1. OPTION 1: DEVELOPER ASSESSED 100% OF PROJECT COSTS

TOTAL ESTIAMTED COST:	\$1,094,400.00			
UTILITY OVERSIZING COSTS:	\$35,800.00	3.27%	ANNUAL DEBT AMORTIZATION (10 YEARS AT 3% INTEREST):	\$4,196.85
TOTAL DEVELOPER ASSESSMENT:	\$1,058,600.00		ANNUAL DEBT AMORTIZATION (10 YEARS AT 3% INTEREST):	\$124,100.21

2. OPTION 2: CITY PAYS FOR TRAIL, STREET IN MNDOT ROW & UTILITY OVERSIZING

TOTAL ESTIAMTED COST:	\$1,094,400.00			
CITY PARTICIPATION:				
UTILITY OVERSIZING COSTS:	\$35,800.00			
STREET IN MNDOT ROW COSTS:	\$174,900.00			
TRAIL COST:	\$69,400.00			
TOTAL CITY COST:	\$280,100.00	25.6%	ANNUAL DEBT AMORTIZATION (10 YEARS AT 3% INTEREST):	\$32,836.26
TOTAL DEVELOPER ASSESSMENT:	\$814,300.00		ANNUAL DEBT AMORTIZATION (10 YEARS AT 3% INTEREST):	\$95,460.80

2. OPTION 3: CITY PAYS FOR TRAIL, STREET IN MNDOT ROW, UTILITY OVERSIZING & HALF THE MEDIAN

TOTAL ESTIAMTED COST:	\$1,094,400.00			
CITY PARTICIPATION:				
UTILITY OVERSIZING COSTS:	\$35,800.00			
STREET IN MNDOT ROW COSTS:	\$174,900.00			
TRAIL COST:	\$69,400.00			
HALF THE MEDIAN COSTS:	\$78,950.00			
TOTAL CITY COST:	\$359,050.00	32.8%	ANNUAL DEBT AMORTIZATION (10 YEARS AT 3% INTEREST):	\$42,091.61
TOTAL DEVELOPER ASSESSMENT:	\$735,350.00		ANNUAL DEBT AMORTIZATION (10 YEARS AT 3% INTEREST):	\$86,205.45

ofc

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: City Council

Committee/Council Meeting Date: September 12, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: VII - D

ITEM DESCRIPTION: 2017 Preliminary Property Tax Levy and Budget

Prepared by: Belinda

COMMENTS:

Renee Eckerly will give a verbal report.

In accordance with Minn. Stat. § 275.065, cities must adopt their proposed budget and certify their proposed levy to the County Auditor by September 30.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set the 2017 Preliminary Property Tax Levy at:

Current Real & Personal Property	\$660,354.00
Abatement Levy	\$ 2,232.00

and certify such to the Stearns County Auditor.

Motion to set the 2017 Preliminary General Fund Budget at \$2,131,361.00

Motion to approve Resolution 2016-23 Adopting Proposed 2017 Tax Levy Collectible in 2017.

**RESOLUTION 2016 - 23
ADOPTING PROPOSED 2017 TAX LEVY COLLECTIBLE IN 2017**

Be it resolved by the City Council of the City of Paynesville, County of Stearns, Minnesota, that the following sums of money be levied for the current year, collectible in 2017, upon the taxable property in the City of Paynesville for the following purposes:

General Fund	\$660,354.00
Abatement Levy	\$ 2,232.00

ADOPTED by the City Council on September 12, 2016.

Jeff Thompson, Mayor

ATTEST:

Renee Eckerly, City Administrator

2017 Levy Calculation
As of 8-23-16

2017 Expenses	\$2,131,361.00			
2017 Revenue	<u>(\$1,386,908.00)</u>			
Difference needed to Balance Budget	\$744,453.00			
Levy 2017	\$660,354.00			
Levy 2016	<u>(\$611,354.00)</u>	this line is previous yr property tax, market value credit & mobile home credit		
Levy Increase	\$49,000.00			
Levy Increase	\$49,000.00	divide by	\$611,354.00 (Levy 2016)=	0.08015

Need to be at \$25,000 (cut \$24,000.00 to be at a 4% increase)

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND

	2013		2014		2015		2016		2017	
REVENUES	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
<u>INTEREST</u>										
00-4-0010-3080 INTEREST REVENUE TIF#1-8	0	0	0	0	0	0	0	0	0.00	
00-4-0010-3100 INTEREST INCOME ON INVESTMENT	(5,011)	(5,432)	19,999	18,000	33,921	20,000	2,000	11.11		
00-4-0010-3110 CHANGE IN FAIR MARKET VALUE	(15,780)	3,053	2,811	0	0	0	0	0.00		
TOTAL INTEREST	(20,791)	(2,379)	22,810	18,000	33,921	20,000	2,000	11.11		
<u>EDAP RECEIPTS</u>										
00-4-1805-5240 TOWNSHIP DONATIONS	3,000	3,000	3,000	3,000	3,000	3,000	0	0.00		
TOTAL EDAP RECEIPTS	3,000	3,000	3,000	3,000	3,000	3,000	0	0.00		
<u>GENERAL PROPERTY TAXES</u>										
00-4-3011-0010 CURRENT REAL & PERSONAL PROPER	554,357	559,199	583,536	611,354	338,675	660,354	49,000	8.01		
00-4-3011-0020 HACA AID	0	0	0	0	0	0	0	0.00		
00-4-3011-0030 LOCAL PERFORMANCE AID	0	0	0	0	0	0	0	0.00		
00-4-3011-0040 LOCAL GOVERNMENT AID--STATE AI	679,593	716,095	721,343	722,959	361,480	723,840	881	0.12		
00-4-3011-0050 INTEREST ON LOCALS	0	0	0	0	0	0	0	0.00		
00-4-3011-0060 MARKET VALUE CREDIT	0	0	5	0	0	0	0	0.00		
00-4-3011-0250 MOBILE HOME HOMESTEAD CREDIT	0	0	0	0	0	0	0	0.00		
00-4-3011-0260 PERA AID	2,731	2,731	2,731	2,731	1,366	2,731	0	0.00		
00-4-3011-0270 LOW INCOME HOUSING AID	0	0	0	0	0	0	0	0.00		
TOTAL GENERAL PROPERTY TAXES	1,236,681	1,278,025	1,307,616	1,337,044	701,520	1,386,925	49,881	3.73		
<u>LICENSES AND PERMITS</u>										
00-4-3110-0300 PET LICENSES	3,015	3,015	1,940	3,000	490	2,500	(500)	16.67-		
00-4-3110-0310 BEER LICENSES	200	200	300	200	200	300	100	50.00		
00-4-3110-0320 CIGARETTE LICENSES	500	600	600	600	600	600	0	0.00		
00-4-3110-0321 GOLF CART/DRIVER PERMITS	0	0	0	0	475	500	500	0.00		
00-4-3110-0330 FIRE PIT PERMIT	0	0	0	0	0	0	0	0.00		
00-4-3110-0350 ON-SALE LIQUOR LICENSES	6,400	6,450	6,400	6,400	6,550	6,400	0	0.00		
00-4-3110-0360 COMPOST PERMIT FEE	4,970	5,460	5,740	5,200	4,735	4,045	(1,155)	22.21-		
00-4-3110-0370 REFUSE/GARBAGE HAULERS LICENSE	150	250	300	200	200	200	0	0.00		
TOTAL LICENSES AND PERMITS	15,235	15,975	15,280	15,600	13,250	14,545	(1,055)	6.76-		
<u>COURT</u>										
00-4-3210-0400 COURT FINES	5,525	6,916	6,730	6,150	3,452	6,150	0	0.00		
00-4-3210-0410 ADMINISTRATIVE FINES-CITY	1,315	1,880	2,440	2,000	980	2,000	0	0.00		
00-4-3210-0411 POLICE STATE ADMIN FINES	920	1,060	600	1,000	440	1,000	0	0.00		
00-4-3210-0412 STATE GEN FUND ADMIN FINES	920	1,060	600	1,000	440	1,000	0	0.00		
00-4-3210-0413 CITY GEN FUND STATE ADMIN FINE	920	1,060	600	1,000	440	1,000	0	0.00		
TOTAL COURT	10,600	11,976	10,970	11,150	5,752	11,150	0	0.00		

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND

EVENUES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
ENT										
00-4-3411-0660 RENTAL OF BUILDINGS	1,900	1,400	1,500	1,000	1,225	1,200	200	20.00		
00-4-3411-0760 RENTAL OF GAZEBO PARK	325	400	125	200	150	200	0	0.00		
00-4-3411-0770 RENTAL OF VETERANS PARK	2,407	1,600	2,700	2,000	1,700	2,500	500	25.00		
00-4-3411-0780 DAMAGE DEPOSIT	1,000	850	1,350	1,000	850	1,000	0	0.00		
00-4-3411-2150 SALES TAX	160	138	187	150	129	150	0	0.00		
TOTAL RENT	5,792	4,388	5,862	4,350	4,054	5,050	700	16.09		
FILING FEES										
00-4-3511-0470 ELECTION FILING FEES	0	12	0	10	20	0	(10)	100.00-		
00-4-3511-4073 REFUNDS/REIMBURSEMENTS	0	1,885	0	0	0	0	0	0.00		
TOTAL FILING FEES	0	1,897	0	10	20	0	(10)	100.00-		
PUBLIC SAFETY										
00-4-3522-1021 POLICE PROTECTION	0	0	5,000	10,000	5,000	10,000	0	0.00		
00-4-3522-1031 POLICE DEPT TRAINING RRMB	1,025	1,287	2,166	1,500	0	1,500	0	0.00		
00-4-3522-1032 ANIMAL IMPOUND	179	69	338	200	28	200	0	0.00		
00-4-3522-1033 FINGERPRINTING FEES	540	405	425	300	390	300	0	0.00		
00-4-3522-1050 MISC INCOME TO POLICE DEPT.	310	1,078	249	400	1,972	400	0	0.00		
00-4-3522-1051 POLICE DEPT DONATIONS	0	0	2,244	0	0	0	0	0.00		
00-4-3522-1052 NATIONAL NIGHT OUT DONATIONS	0	0	0	1,000	0	0	(1,000)	100.00-		
00-4-3522-1091 POLICEMEN'S STATE AID	20,509	29,195	31,902	31,000	0	31,000	0	0.00		
00-4-3522-1112 PD BUY BACK SICK LEAVE THRU WC	0	0	0	0	0	0	0	0.00		
00-4-3522-1170 GRANT MONIES	6,804	23,613	11,587	10,000	3,936	10,000	0	0.00		
00-4-3522-2000 FIRE RUNS	11,245	680	400	1,000	0	500	(500)	50.00-		
00-4-3522-2031 FIRE DEPT REIMB	4,572	1,988	3,050	5,000	2,188	4,500	(500)	10.00-		
00-4-3522-2040 DESIGNATED DONATIONS TO FIRE	0	0	0	0	0	0	0	0.00		
00-4-3522-2050 MISC INCOME TO FIRE DEPT.	50	0	0	0	0	0	0	0.00		
00-4-3522-2070 FIRE CONTRACTS	81,397	82,519	70,864	81,000	64,703	81,988	988	1.22		
00-4-3522-2090 FIREMEN'S RELIEF, STATE AID	36,148	35,938	39,489	34,000	1,000	39,489	5,489	16.14		
00-4-3522-2091 FD RELIEF SHARE OF CONTRIB	1,555	572	0	0	0	0	0	0.00		
00-4-3522-2120 RESCUE RUNS	1,295	2,750	1,100	1,050	1,050	1,100	50	4.76		
00-4-3522-2170 GRANT MONIES	1,672	0	0	0	0	0	0	0.00		
00-4-3522-3050 AMBULANCE GARAGE RENT	0	0	7,250	8,700	6,525	8,700	0	0.00		
00-4-3522-4073 REFUNDS/REIMBURSEMENTS	0	0	0	0	1,500	0	0	0.00		
00-4-3522-4075 CODE RED REIMBURSEMENT	0	0	2,050	2,000	2,933	3,000	1,000	50.00		
TOTAL PUBLIC SAFETY	167,303	184,093	178,114	187,150	91,225	192,677	5,527	2.95		

-3522-2070 FIRE CONTRACTS CURRENT YEAR NOTES:
 7-28-16 BELINDA - I CALCULATED FIGURE USING THE FIRE CONTRACT FORMULA WITH 2017 PROPOSED EXP OF \$176,905 AND SUBTRACTED THE 2015 ACTUAL STATE AID OF \$39,489 AS WE DON'T GET THE 2016 FIGURE UNTIL OCTOBER. I LEFT THE HOURS, POPULATION, ADN MARKET VALUE AS 2016 FIGURES. THIS GAVE ME A TOTAL OF \$137,416 AND AFTER SUBTRACTING THE PAYNESVILLE AMOUNT OF \$55,428 THIS LEFT A TOTAL OF \$81,988.

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND

(----- 2016 -----) (----- 2017 -----)

REVENUES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-4-3950-4050 OTHER MISCELLANEOUS INCOME	2,272	8,692	4,044	3,000	199	3,000	0	0.00
00-4-3950-4070 REIMBURSEMENTS TO ST/PARK DEPT	10,692	9,399	4,855	9,000	7,081	8,300	(700)	7.78-
00-4-3950-4071 REIMBURSEMENTS-LIFEGUARDS	6,000	6,000	6,000	6,000	0	6,000	0	0.00
00-4-3950-4072 STREET LIGHTING ASSESSMENT	11,938	12,096	16,031	16,000	7,948	16,000	0	0.00
00-4-3950-4074 SPRING CLEAN UP REIMBURSEMENT	0	375	450	350	450	450	100	28.57
00-4-3950-4080 SNOW REMOVAL-DOWNTOWN	5,465	5,373	5,243	5,400	5,282	5,200	(200)	3.70-
00-4-3950-4140 COMPOST SITE-TWP PARTICIPATION	407	395	289	500	0	0	(500)	100.00-
00-4-3950-4530 LOANS RECEIVED TIF#1-4	0	0	0	0	0	0	0	0.00
00-4-3950-7430 TWP ANNEXATION TAX REIMB	0	0	0	0	0	0	0	0.00
TOTAL MISCELLANEOUS	37,560	43,270	37,484	40,850	20,960	39,550	(1,300)	3.18-
SPECIAL ASSESSMENTS								
00-4-3951-5110 SPECIAL ASSESSMENTS FROM MUNI	0	0	0	0	0	0	0	0.00
00-4-3951-5320 SPECIAL ASSESSMENTS FROM COUNT	1,927	2,021	(369)	1,500	929	0	(1,500)	100.00-
00-4-3951-5390 ASSESSMENTS FROM PAY-DEL-CO	0	0	0	0	0	0	0	0.00
TOTAL SPECIAL ASSESSMENTS	1,927	2,021	(369)	1,500	929	0	(1,500)	100.00-
CABLE TV								
00-4-3952-1170 GRANT MONIES	1,000	1,000	1,000	1,000	1,000	1,000	0	0.00
00-4-3952-4580 TWP REIMBURSEMENT	1,576	5,685	4,888	3,000	2,767	3,000	0	0.00
00-4-3952-9000 FRANCHISE FEE	23,400	23,954	23,705	23,000	12,402	24,000	1,000	4.35
00-4-3952-9010 FRANCHISE FEE- WINDSTREAM	2,966	3,013	2,797	3,000	1,225	3,000	0	0.00
TOTAL CABLE TV	28,942	33,651	32,389	30,000	17,394	31,000	1,000	3.33
TRANSFERS								
00-4-3961-9600 PERMANENT TRANSFERS IN	42,500	55,766	48,742	30,000	9	35,000	5,000	16.67
TOTAL TRANSFERS	42,500	55,766	48,742	30,000	9	35,000	5,000	16.67
REFUSE								
00-4-3968-9000 FRANCHISE FEE	5,421	5,572	5,120	5,500	4,172	5,500	0	0.00
TOTAL REFUSE	5,421	5,572	5,120	5,500	4,172	5,500	0	0.00
FIXED ASSETS								
00-4-4000-0990 SALE OF FIXED ASSETS	2,271	1,689	665	1,000	0	1,000	0	0.00
TOTAL FIXED ASSETS	2,271	1,689	665	1,000	0	1,000	0	0.00
HUMAN RIGHTS								
00-4-4030-4830 FESTIVAL OF ETHNIC TRADITIONS	0	0	0	0	0	0	0	0.00
TOTAL HUMAN RIGHTS	0	0	0	0	0	0	0	0.00
PUBLIC SERVICE-TRANSIT								
00-4-4130-4130 TICKET SALES/RIDER FEES	0	0	0	0	0	0	0	0.00
TOTAL PUBLIC SERVICE-TRANSIT	0	0	0	0	0	0	0	0.00

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

.00-GENERAL FUND

REVENUES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
<u>COMMUNITY ENHANCEMENT</u>										
00-4-4751-1170 GRANT MONIES	3,785	1,215	0	0	0	0	0	0	0	0.00
00-4-4751-4050 OTHER MISCELLANEOUS INCOME	0	0	0	0	0	0	0	0	0	0.00
00-4-4751-4051 CHAMBER HOLIDAY LIGHT MONEY	0	0	7,626	0	0	5,074	0	0	0	0.00
00-4-4751-9600 PERMANENT TRANSFERS IN	0	0	0	0	0	0	0	0	0	0.00
TOTAL COMMUNITY ENHANCEMENT	3,785	1,215	7,626	0	0	5,074	0	0	0	0.00
TOTAL REVENUES	1,846,487	1,945,108	1,975,994	1,985,799	1,034,898	2,047,262	61,463	3.10		

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

.00-GENERAL FUND
 MAYOR AND COUNCIL

EXPENDITURES	2016				2017			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
.00-5-4010-1000 SALARIES	20,184	21,963	25,358	23,538	10,737	27,554	4,016	17.06
.00-5-4010-1060 FICA WITHHOLDINGS	1,334	1,362	1,451	1,459	787	1,708	249	17.07
.00-5-4010-1070 PERA WITHHOLDINGS	0	0	0	0	0	0	0	0.00
.00-5-4010-1080 MEDICARE WITHHOLDINGS	312	318	339	341	184	400	59	17.30
.00-5-4010-1300 PROFESSIONAL SERVICES (LEGAL)	645	641	132	250	0	100	150	60.00-
.00-5-4010-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	3,539	0	0	0	0	0.00
.00-5-4010-2000 POSTAGE	0	56	33	50	25	50	0	0.00
.00-5-4010-2100 PRINTING & PUBLISHING	121	238	209	250	17	200	(50)	20.00-
.00-5-4010-2300 TRAVEL & SCHOOLS	5,843	5,326	7,281	7,000	5,301	7,000	0	0.00
.00-5-4010-2400 MAINTENANCE & REPAIR OF EQUIP	868	70	0	345	0	200	(145)	42.03-
.00-5-4010-3000 GENERAL/OFFICE SUPPLIES	166	269	497	500	42	500	0	0.00
.00-5-4010-3811 UNIFORMS	450	0	101	500	0	500	0	0.00
.00-5-4010-4100 INSURANCE AND BONDS	650	632	1,809	817	687	687	(130)	15.91-
.00-5-4010-4110 WORKERS' COMP INS	10	133	404	110	55	55	(55)	50.00-
.00-5-4010-4300 SUBSCRIPTIONS & MEMBERSHIPS	50	50	30	50	0	50	0	0.00
.00-5-4010-5300 EQUIPMENT RENTAL/LEASE	351	466	477	445	263	445	0	0.00
TOTAL MAYOR AND COUNCIL	30,984	31,525	41,661	35,655	18,098	39,449	3,794	10.64

.00-5-4010-1311 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
 8/12/16 BELINDA AFTER M & P MEETING REMOVED THE \$3,500 FOR
 STRATEGIC MEETING AND PLAN TO DO AGAIN IN 2018 INSTEAD

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 RECREATIONAL PROGRAMS

EXPENDITURES	(----- 2016 -----)				(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4020-4800 RECREATIONAL PROGRAMS	0	0	0	0	0	0	0	0.00
00-5-4020-4801 AFTER PROM PARTY	450	450	0	0	0	0	0	0.00
00-5-4020-4802 COMMUNITY EDUCATION	6,251	6,251	6,251	6,251	6,251	6,251	0	0.00
00-5-4020-4803 HISTORICAL SOCIETY	8,000	8,000	7,000	6,750	6,750	6,750	0	0.00
00-5-4020-4804 PAYNESVILLE AREA CENTER	8,500	8,500	9,000	8,750	8,750	8,500	(250)	2.86-
00-5-4020-4805 PNLS HOCKEY ASSOCIATION	6,000	6,500	6,500	6,500	0	0	(6,500)	100.00-
00-5-4020-4806 FIREWORKS	2,000	2,000	2,000	2,000	0	2,000	0	0.00
TOTAL RECREATIONAL PROGRAMS	31,201	31,701	30,751	30,251	21,751	23,501	(6,750)	22.31-

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
UMAN RIGHTS

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL		ACTUAL		ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4030-1340 PROFESSIONAL SERVICES (SPEAKER	0		0		0	0	0	0	0	0.00
00-5-4030-2100 PRINTING & PUBLISHING	0		0		0	0	0	0	0	0.00
00-5-4030-2101 ADVERTISING	0		0		0	0	0	0	0	0.00
00-5-4030-2300 TRAVEL & SCHOOLS	0		0		0	0	0	0	0	0.00
00-5-4030-2840 MEALS	0		0		0	0	0	0	0	0.00
00-5-4030-4100 INSURANCE AND BONDS	0		0		0	0	0	0	0	0.00
00-5-4030-4300 SUBSCRIPTIONS & MEMBERSHIPS	0		0		0	0	0	0	0	0.00
00-5-4030-4810 DONATIONS	0		0		0	0	0	0	0	0.00
00-5-4030-4811 FESTIVAL OF ETHNIC TRADITIONS	0		0		0	0	0	0	0	0.00
00-5-4030-5200 NEW EQUIPMENT	0		0		0	0	0	0	0	0.00
00-5-4030-8020 MISCELLANEOUS	0		0		0	0	0	0	0	0.00
TOTAL HUMAN RIGHTS	0		0		0	0	0	0	0	0.00

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 ELECTION AND VOTER REGIST

EXPENDITURES	(----- 2016 -----)					(----- 2017 -----)		
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4040-1000 SALARIES	429	1,942	0	2,000	917	0	(2,000)	100.00-
00-5-4040-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	0	0	0	0	0.00
00-5-4040-2000 POSTAGE	0	29	0	0	0	0	0	0.00
00-5-4040-2100 PRINTING & PUBLISHING	26	212	0	225	124	0	(225)	100.00-
00-5-4040-2300 TRAVEL & SCHOOLS	114	499	70	500	227	70	(430)	86.00-
00-5-4040-2400 MAINTENANCE & REPAIR OF EQUIP	388	452	388	450	614	400	(50)	11.11-
00-5-4040-3000 GENERAL/OFFICE SUPPLIES	22	55	0	50	0	0	(50)	100.00-
00-5-4040-5200 NEW EQUIPMENT	0	0	0	300	0	0	(300)	100.00-
00-5-4040-5400 TF TO CAPITAL IMP	0	0	5,000	5,000	5,000	5,000	0	0.00
00-5-4040-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
TOTAL ELECTION AND VOTER REGIST	979	3,189	5,458	8,525	6,881	5,470	3,055	35.84-

-4040-5400 TF TO CAPITAL IMP CURRENT YEAR NOTES:
 7-29-16 RENEE - FOR PROPOSED NEW ELECTION EQUIPMENT
 ESTIMATED TO COST \$20,000 IN YEAR 2018 OR 2020.

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 ADMINISTRATION AND FINANC

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
00-5-4051-1000 SALARIES	51,943	59,594	52,701	68,577	37,504	70,641	2,064	3.01		
00-5-4051-1020 TEMPORARY SALARIES	13,019	0	0	0	0	0	0	0.00		
00-5-4051-1060 FICA WITHHOLDINGS	2,856	3,368	3,071	4,252	2,075	4,339	87	2.05		
00-5-4051-1070 PERA WITHHOLDINGS	3,359	4,359	6,530	5,142	2,943	5,247	105	2.04		
00-5-4051-1080 MEDICARE WITHHOLDINGS	668	788	718	994	485	1,015	21	2.11		
00-5-4051-1090 HEALTH INSURANCE	7,662	9,613	10,086	15,887	8,272	15,786	(101)	0.64-		
00-5-4051-1290 PROFESSIONAL SERVICES (SAFETY)	158	234	192	250	0	250	0	0.00		
00-5-4051-1300 PROFESSIONAL SERVICES (LEGAL)	7,741	11,736	8,712	9,000	12,179	9,000	0	0.00		
00-5-4051-1310 PROFESSIONAL SERVICES (AUDIT)	8,747	8,714	8,936	9,000	11,916	9,000	0	0.00		
00-5-4051-1311 PROFESSIONAL SERVICES (GENERAL)	1,128	1,996	4,690	1,200	542	1,200	0	0.00		
00-5-4051-1312 PROFESSIONAL SERVICES (UNION)	79	328	63	1,000	61	500	(500)	50.00-		
00-5-4051-2000 POSTAGE	883	1,692	890	1,000	824	900	(100)	10.00-		
00-5-4051-2020 TELEPHONE	1,028	1,141	1,017	1,200	633	1,000	(200)	16.67-		
00-5-4051-2100 PRINTING & PUBLISHING	494	373	397	300	1,548	300	0	0.00		
00-5-4051-2101 ADVERTISING	379	704	686	600	992	600	0	0.00		
00-5-4051-2300 TRAVEL & SCHOOLS	1,351	2,094	2,207	2,500	1,268	2,500	0	0.00		
00-5-4051-2400 MAINTENANCE & REPAIR OF EQUIP	4,440	1,137	845	2,000	886	2,000	0	0.00		
00-5-4051-3000 GENERAL/OFFICE SUPPLIES	2,176	4,346	5,285	4,000	5,252	4,000	0	0.00		
00-5-4051-3320 CREDIT CARD FEES	0	0	0	0	132	0	0	0.00		
00-5-4051-3811 UNIFORMS	81	0	0	0	0	0	0	0.00		
00-5-4051-4100 INSURANCE AND BONDS	858	820	988	1,004	799	799	(205)	20.42-		
00-5-4051-4110 WORKERS' COMP INS	1,153	1,460	1,296	1,230	1,047	1,100	(130)	10.57-		
00-5-4051-4300 SUBSCRIPTIONS & MEMBERSHIPS	4,511	4,679	4,914	4,850	1,874	4,850	0	0.00		
00-5-4051-4600 LICENSES & TAXES	0	815	0	0	0	0	0	0.00		
00-5-4051-5200 NEW EQUIPMENT	611	1,586	3,035	1,000	382	1,000	0	0.00		
00-5-4051-5300 EQUIPMENT RENTAL/LEASE	586	796	477	465	263	475	10	2.15		
00-5-4051-5400 TF TO CAPITAL IMP	1,000	1,000	1,000	1,000	1,000	3,000	2,000	200.00		
00-5-4051-5410 TF 2008 COMMUNITY CELEBRATION	0	0	0	0	0	0	0	0.00		
00-5-4051-8020 MISCELLANEOUS	0	0	17,693	0	8,658	0	0	0.00		
00-5-4051-8030 DAMAGE DEPOSIT REFUND	0	0	0	0	0	0	0	0.00		
TOTAL ADMINISTRATION AND FINANC	116,913	123,373	136,431	136,451	101,535	139,502	3,051	2.24		

-4051-5400 TF TO CAPITAL IMP CURRENT YEAR NOTES:
 7-29-16 RRNPK INCREASED TO COVER COST OF NEW COMPUTERS

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
ASSESSOR

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	(------ 2016 -----) (------ 2017 -----)		PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL			
00-5-4053-2900 CONTRACTUAL SERVICE	14,596	15,107	13,997	14,500	0	14,000	(500)	3.45-
TOTAL ASSESSOR	14,596	15,107	13,997	14,500	0	14,000	(500)	3.45-

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CITY OF DAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
GENERAL PLANNING

EXPENDITURES	(----- 2016 -----)				(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4080-1000 SALARIES	22,428	27,797	25,642	18,802	14,123	19,400	598	3.18
00-5-4080-1060 FICA WITHHOLDINGS	1,265	1,544	1,404	1,166	871	1,178	12	1.03
00-5-4080-1070 PERA WITHHOLDINGS	1,629	1,888	1,873	1,410	1,164	1,425	15	1.06
00-5-4080-1080 MEDICARE WITHHOLDINGS	296	361	328	273	204	276	3	1.10
00-5-4080-1090 HEALTH INSURANCE	3,532	4,550	4,397	3,424	3,226	3,363	(61)	1.78-
00-5-4080-1180 ENGINEERING	1,150	1,580	1,511	2,500	230	1,500	(1,000)	40.00-
00-5-4080-1300 PROFESSIONAL SERVICES (LEGAL)	6,071	12,030	5,388	6,000	2,349	5,500	(500)	8.33-
00-5-4080-1311 PROFESSIONAL SERVICES (GENERAL)	552	5,613	955	1,000	414	1,000	0	0.00
00-5-4080-2000 POSTAGE	100	0	50	250	50	250	0	0.00
00-5-4080-2020 TELEPHONE	5	84	60	100	40	50	(50)	50.00-
00-5-4080-2100 PRINTING & PUBLISHING	490	850	281	600	464	500	(100)	16.67-
00-5-4080-2101 ADVERTISING	0	63	0	0	0	0	0	0.00
00-5-4080-2300 TRAVEL & SCHOOLS	0	70	43	100	183	200	100	100.00
00-5-4080-2900 CONTRACTUAL SERVICE	0	20,850	0	0	0	0	0	0.00
00-5-4080-3000 GENERAL/OFFICE SUPPLIES	21	94	0	200	18	100	(100)	50.00-
00-5-4080-4100 INSURANCE AND BONDS	3,342	4,350	5,901	5,989	4,515	4,515	(1,474)	24.61-
00-5-4080-4300 SUBSCRIPTIONS & MEMBERSHIPS	0	120	0	0	0	0	0	0.00
00-5-4080-5300 EQUIPMENT RENTAL/LEASE	315	474	477	445	263	475	30	6.74
00-5-4080-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
TOTAL GENERAL PLANNING	41,197	82,321	48,312	42,259	28,112	39,732	(2,527)	5.98-

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 MUNICIPAL BUILDING

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE		
00-5-4090-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	0	0	0	0	0.00		
00-5-4090-2020 TELEPHONE	7,519	7,279	6,539	7,000	4,227	6,500	(500)	7.14-		
00-5-4090-2200 UTILITIES	7,606	8,861	7,076	8,000	5,282	8,056	56	0.70		
00-5-4090-2400 MAINTENANCE & REPAIR OF EQUIP	9,437	16,877	23,504	14,000	11,079	19,848	5,848	41.77		
00-5-4090-2500 MAINTENANCE & REPAIR OF BLDG	2,308	2,462	1,229	2,500	1,868	2,500	0	0.00		
00-5-4090-2600 MAINTENANCE & REPAIR OF GROUND	0	86	103	100	53	100	0	0.00		
00-5-4090-3000 GENERAL/OFFICE SUPPLIES	5,280	2,612	2,167	3,000	265	2,500	(500)	16.67-		
00-5-4090-3810 LAUNDRY	0	0	0	0	0	0	0	0.00		
00-5-4090-3811 UNIFORMS	0	0	0	0	0	0	0	0.00		
00-5-4090-3820 REFUSE COLLECTION	1,259	1,134	1,307	1,300	708	1,300	0	0.00		
00-5-4090-3830 CUSTODIAN	0	0	0	0	0	0	0	0.00		
00-5-4090-4100 INSURANCE AND BONDS	2,832	2,688	2,396	3,380	3,005	3,005	(375)	11.09-		
00-5-4090-5010 LAND	0	0	0	0	0	0	0	0.00		
00-5-4090-5200 NEW EQUIPMENT	880	1,574	1,685	1,000	1,177	1,500	500	50.00		
00-5-4090-5300 EQUIPMENT RENTAL/LEASE	1,155	1,390	1,708	1,500	713	1,550	50	3.33		
00-5-4090-5400 TF TO CAPITAL IMP	2,500	2,500	2,500	2,500	2,500	5,000	2,500	100.00		
00-5-4090-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00		
TOTAL MUNICIPAL BUILDING	40,776	47,463	50,213	44,280	30,878	51,859	7,579	17.12		

-4090-2200 UTILITIES CURRENT YEAR NOTES:
 7-28-16 BELINDA - XCEL IS INCREASING 1.7% SO I TOOK 2016
 6MOS PAID TO XCEL OF 3217.53 X 2 FOR FULL YEAR AND INCREASED
 BY 1.7% AND ADDED THE OTHER BILLS IN THIS LINE ITEM SO FAR
 FOR THE 6 MONTHS AT \$755.88 X 2 FOR FULL YEAR. TOTAL IS
 \$8.056

-4090-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
 7-28-16 BELINDA - RAISED FROM 14,000 TO 19,848 TO COVER
 MARCO SUPPORT AT 1,654 PER MONTH

-4090-5400 TF TO CAPITAL IMP CURRENT YEAR NOTES:
 7-29-16 RENEE NEED TO INCREASE BALANCE IN BLDG CAP IMP FUND

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

.00-GENERAL FUND
MOTOR VEHICLE

EXPENDITURES	2016				2017			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4100-1000 SALARIES	51,052	56,984	55,149	65,123	36,771	67,231	2,108	3.24
00-5-4100-1020 TEMPORARY SALARIES	0	0	0	0	0	0	0	0.00
00-5-4100-1060 FICA WITHHOLDINGS	2,988	3,336	3,189	4,038	2,189	4,168	130	3.22
00-5-4100-1070 PERA WITHHOLDINGS	3,670	4,124	4,106	4,883	2,893	5,041	158	3.24
00-5-4100-1080 MEDICARE WITHHOLDINGS	699	780	746	944	512	975	31	3.28
00-5-4100-1090 HEALTH INSURANCE	9,026	10,576	11,116	14,345	8,848	14,345	0	0.00
00-5-4100-1290 PROFESSIONAL SERVICES (SAFETY)	37	50	119	100	0	120	20	20.00
00-5-4100-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	100	0	100	0	0.00
00-5-4100-1310 PROFESSIONAL SERVICES (AUDIT)	200	28	14	100	252	250	150	150.00
00-5-4100-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	0	0	10	0	0	0.00
00-5-4100-2000 POSTAGE	323	1,224	501	1,150	605	1,100	(50)	4.35-
00-5-4100-2020 TELEPHONE	486	433	427	500	255	450	(50)	10.00-
00-5-4100-2100 PRINTING & PUBLISHING	28	34	163	100	90	100	0	0.00
00-5-4100-2101 ADVERTISING	90	591	90	100	0	100	0	0.00
00-5-4100-2300 TRAVEL & SCHOOLS	301	216	577	300	58	300	0	0.00
00-5-4100-2400 MAINTENANCE & REPAIR OF EQUIP	944	1,694	810	2,100	851	1,200	(900)	42.86-
00-5-4100-3000 GENERAL/OFFICE SUPPLIES	430	670	732	700	623	700	0	0.00
00-5-4100-4100 INSURANCE AND BONDS	650	633	810	818	686	686	(132)	16.14-
00-5-4100-4110 WORKERS' COMP INS	0	0	0	0	210	210	210	0.00
00-5-4100-4300 SUBSCRIPTIONS & MEMBERSHIPS	253	253	293	253	173	300	47	18.58
00-5-4100-5200 NEW EQUIPMENT	0	683	1,390	600	0	600	0	0.00
00-5-4100-5300 EQUIPMENT RENTAL/LEASE	435	537	477	445	263	475	30	6.74
00-5-4100-5400 TF TO CAPITAL IMP	0	0	0	0	0	0	0	0.00
TOTAL MOTOR VEHICLE	71,612	82,845	80,711	96,699	55,287	98,451	1,752	1.81

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 POLICE PROTECTION

EXPENDITURES	(----- 2016 -----) (----- 2017 -----)					PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL			
00-5-4110-1000 SALARIES	216,329	260,378	274,611	273,836	166,549	273,080	(756)	0.28-
00-5-4110-1020 TEMPORARY SALARIES	300	0	0	0	0	0	0	0.00
00-5-4110-1060 FICA WITHHOLDINGS	256	309	438	1,049	481	1,083	34	3.24
00-5-4110-1070 PERA WITHHOLDINGS	30,544	39,303	43,198	42,646	27,977	42,270	(376)	0.88-
00-5-4110-1080 MEDICARE WITHHOLDINGS	2,911	3,518	3,795	3,971	2,518	3,941	(30)	0.76-
00-5-4110-1090 HEALTH INSURANCE	27,588	29,406	24,988	28,551	15,247	31,014	2,463	8.63
00-5-4110-1290 PROFESSIONAL SERVICES (SAFETY)	12,108	12,123	6,048	200	0	200	0	0.00
00-5-4110-1300 PROFESSIONAL SERVICES (LEGAL)	30,096	25,865	29,533	25,000	14,315	25,000	0	0.00
00-5-4110-1310 PROFESSIONAL SERVICES (AUDIT)	800	69	71	400	952	400	0	0.00
00-5-4110-1311 PROFESSIONAL SERVICES (GENERAL)	970	682	227	1,000	3,097	1,000	0	0.00
00-5-4110-1312 PROFESSIONAL SERVICES (UNION)	416	144	1,431	0	2,678	1,000	1,000	0.00
00-5-4110-1350 PHYSICALS	818	468	0	0	445	0	0	0.00
00-5-4110-1351 MEDICAL	372	0	0	0	415	0	0	0.00
00-5-4110-2000 POSTAGE	224	420	454	400	225	400	0	0.00
00-5-4110-2010 RADIO SERVICE	0	0	0	0	0	0	0	0.00
00-5-4110-2020 TELEPHONE	4,580	4,606	4,697	4,600	2,092	4,600	0	0.00
00-5-4110-2100 PRINTING & PUBLISHING	78	222	261	300	210	300	0	0.00
00-5-4110-2101 ADVERTISING	508	35	160	300	90	300	0	0.00
00-5-4110-2200 UTILITIES	2,547	2,775	2,364	2,884	1,761	2,686	(198)	6.87-
00-5-4110-2300 TRAVEL & SCHOOLS	2,846	856	1,623	3,000	2,865	5,000	2,000	66.67
00-5-4110-2400 MAINTENANCE & REPAIR OF EQUIP	4,706	4,291	4,146	4,000	3,863	4,000	0	0.00
00-5-4110-2402 COMPUTER SUPPORT FEES	4,878	4,781	4,852	5,000	2,552	5,000	0	0.00
00-5-4110-2403 HOLIDAY GIVING-SHOP WITH A COP	0	0	2,276	0	0	0	0	0.00
00-5-4110-2404 NATIONAL NIGHT OUT	0	0	0	1,000	0	0	(1,000)	100.00-
00-5-4110-2500 MAINTENANCE & REPAIR OF BLDG	243	557	1,309	2,000	106	2,000	0	0.00
00-5-4110-2900 CONTRACTUAL SERVICE	0	0	0	0	0	0	0	0.00
00-5-4110-3000 GENERAL/OFFICE SUPPLIES	1,570	1,540	2,280	2,500	803	2,500	0	0.00
00-5-4110-3300 MOTOR FUELS & LUBRICANTS	11,670	14,981	11,532	12,500	5,608	10,000	(2,500)	20.00-
00-5-4110-3811 UNIFORMS	1,738	1,410	1,550	2,000	1,202	2,000	0	0.00
00-5-4110-3830 CUSTODIAN	0	0	0	0	0	0	0	0.00
00-5-4110-4100 INSURANCE AND BONDS	8,256	10,365	11,786	12,195	9,184	9,184	(3,011)	24.69-
00-5-4110-4110 WORKERS' COMP INS	5,925	8,588	8,527	7,000	10,425	10,450	3,450	49.29
00-5-4110-4300 SUBSCRIPTIONS & MEMBERSHIPS	798	129	260	500	210	500	0	0.00
00-5-4110-4600 LICENSES & TAXES	270	180	127	225	191	225	0	0.00
00-5-4110-4601 STATE GEN FUND ADMIN FINES	920	1,080	0	1,000	580	1,000	0	0.00
00-5-4110-4602 POLICE STATE ADMIN FINES	3,138	0	615	620	0	620	0	0.00
00-5-4110-5200 NEW EQUIPMENT	2,030	1,248	604	4,000	2,608	2,000	(2,000)	50.00-
00-5-4110-5300 EQUIPMENT RENTAL/LEASE	520	621	477	445	263	445	0	0.00
00-5-4110-5400 TF TO CAPITAL IMP	5,000	22,459	11,500	14,000	14,000	16,000	2,000	14.29
00-5-4110-8020 MISCELLANEOUS	182	170	0	0	51	0	0	0.00
TOTAL POLICE PROTECTION	386,137	453,577	455,740	457,122	293,562	458,198	1,076	0.24

-4110-2200 UTILITIES

CURRENT YEAR NOTES:
 7-28-16 BELINDA - XCEL IS INCREASING 1.7% SO I TOOK 2016 6
 MOS PAID TO XCEL OF 1072.53 X 2 FOR FULL YEAR AND INCREASED

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
OLICE PROTECTION

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	

BY 1.7% AND ADDED THE OTHER BILLS IN THIS LINE ITEM SO FAR
FOR THE 6 MONTHS AT \$251.99 X 2 FOR FULL YEAR. TOTAL IS
\$2,686

-4110-5200 NEW EQUIPMENT

CURRENT YEAR NOTES:
7-28-16 BELINDA - ADDED 2,500 TO EQUIP FOR A SPEED SIGN
8-12-16 BELINDA - AFTER B & P MEETING REMOVE 2,500 FOR SPEED
SIGN. PAUL LET RENEE KNOW HE BELIEVES HE CAN GET A GRANT

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 FIRE PROTECTION

EXPENDITURES	(------ 2016 -----) (------ 2017 -----)					PERCENT VARIANCE		
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL		PROPOSED BUDGET	VARIANCE
00-5-4120-1000 SALARIES	35,608	35,405	37,719	39,070	13,640	40,304	1,234	3.16
00-5-4120-1060 FICA WITHHOLDINGS	2,205	2,194	2,309	2,478	848	2,499	21	0.85
00-5-4120-1070 PERA WITHHOLDINGS	88	90	64	276	42	284	8	2.90
00-5-4120-1080 MEDICARE WITHHOLDINGS	516	513	540	579	198	584	5	0.86
00-5-4120-1090 HEALTH INSURANCE	155	157	158	834	116	834	0	0.00
00-5-4120-1300 PROFESSIONAL SERVICES (LEGAL)	1,141	691	818	800	166	800	0	0.00
00-5-4120-1310 PROFESSIONAL SERVICES (AUDIT)	627	696	717	1,000	3,075	2,000	1,000	100.00
00-5-4120-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	0	0	0	0	0	0.00
00-5-4120-1330 RELIEF ASSOCIATION	44,258	43,081	44,489	34,000	6,000	43,000	9,000	26.47
00-5-4120-1350 PHYSICALS	2,340	7	5,844	0	362	6,000	6,000	0.00
00-5-4120-1352 MEDICAL SUPPLIES	0	360	134	500	423	350	(150)	30.00-
00-5-4120-2000 POSTAGE	60	129	115	200	60	100	(100)	50.00-
00-5-4120-2010 RADIO SERVICE	859	1,436	1,844	1,050	783	1,000	(50)	4.76-
00-5-4120-2020 TELEPHONE	1,156	940	957	1,000	563	950	(50)	5.00-
00-5-4120-2100 PRINTING & PUBLISHING	75	355	443	200	374	400	200	100.00
00-5-4120-2200 UTILITIES	3,614	5,103	4,289	5,500	2,957	5,072	(428)	7.78-
00-5-4120-2300 TRAVEL & SCHOOLS	840	1,133	2,117	2,000	2,874	2,500	500	25.00
00-5-4120-2301 TRAINING	4,191	3,728	6,120	5,000	3,738	6,000	1,000	20.00
00-5-4120-2400 MAINTENANCE & REPAIR OF EQUIP	4,198	4,166	12,962	5,000	2,830	5,000	0	0.00
00-5-4120-2500 MAINTENANCE & REPAIR OF BLDG	976	793	30	1,000	540	1,000	0	0.00
00-5-4120-2800 FIRE CONTRACT MEETING	30	30	32	50	17	30	(20)	40.00-
00-5-4120-3000 GENERAL/OFFICE SUPPLIES	1,100	1,905	320	1,000	330	1,000	0	0.00
00-5-4120-3300 MOTOR FUELS & LUBRICANTS	3,880	2,631	2,169	3,000	1,012	2,200	(800)	26.67-
00-5-4120-3811 UNIFORMS	135	384	0	425	0	425	0	0.00
00-5-4120-4100 INSURANCE AND BONDS	5,549	5,316	5,448	5,762	4,278	4,650	(1,112)	19.30-
00-5-4120-4110 WORKERS' COMP INS	7,511	9,681	8,502	6,895	8,949	9,000	2,105	30.53
00-5-4120-4300 SUBSCRIPTIONS & MEMBERSHIPS	941	690	567	600	374	600	0	0.00
00-5-4120-4590 LICENSES & PERMITS	0	68	0	0	561	0	0	0.00
00-5-4120-5200 NEW EQUIPMENT	3,614	1,056	1,699	2,000	1,717	2,000	0	0.00
00-5-4120-5300 EQUIPMENT RENTAL/LEASE	864	488	477	775	263	500	(275)	35.48-
00-5-4120-5400 TF TO CAPITAL IMP	5,000	5,000	5,000	5,000	5,000	5,000	0	0.00
00-5-4120-6100 RESERVE FOR BLDG/EQUIP	35,000	35,000	35,000	35,000	35,000	35,000	0	0.00
00-5-4120-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
TOTAL FIRE PROTECTION	166,530	163,227	180,882	160,994	97,089	179,082	18,088	11.24

-4120-2200 UTILITIES

CURRENT YEAR NOTES:

7-28-16 BELINDA - XCEL IS INCREASING 1.7% SO I TOOK 2016 6MOS PAID TO XCEL OF 871.89 X 2 FOR FULL YEAR AND INCREASED BY 1.7% AND ADDED THE OTHER BILLS IN THIS LINE ITEM SO FAR FOR THE 6 MONTHS AT \$1649.23 X 2 FOR FULL YEAR. TOTAL IS \$5072

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 BUILDING INSPECTION

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL		ACTUAL		ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4131-1000 SALARIES	0		16,653		8,310	43,524	17,518	45,768	2,244	5.16
00-5-4131-1060 FICA WITHHOLDINGS	0		995		513	2,698	1,086	2,838	140	5.19
00-5-4131-1070 PERA WITHHOLDINGS	0		1,207		623	3,264	1,314	3,433	169	5.18
00-5-4131-1080 MEDICARE WITHHOLDINGS	0		233		120	631	254	664	33	5.23
00-5-4131-1090 HEALTH INSURANCE	0		1,301		319	8,340	0	0	(8,340)	100.00-
00-5-4131-1290 PROFESSIONAL SERVICES (SAFETY)	0		40		0	0	0	0	0	0.00
00-5-4131-1300 PROFESSIONAL SERVICES (LEGAL)	40		328		8	500	0	300	(200)	40.00-
00-5-4131-1310 PROFESSIONAL SERVICES (AUDIT)	0		0		0	0	0	0	0	0.00
00-5-4131-1311 PROFESSIONAL SERVICES (GENERAL)	0		1,610		0	0	0	0	0	0.00
00-5-4131-1312 PROFESSIONAL SERVICES (UNION)	0		0		0	0	0	0	0	0.00
00-5-4131-2000 POSTAGE	0		0		11	0	13	25	25	0.00
00-5-4131-2020 TELEPHONE	0		173		126	450	29	400	(50)	11.11-
00-5-4131-2100 PRINTING & PUBLISHING	0		225		0	100	95	100	0	0.00
00-5-4131-2101 ADVERTISING	0		252		0	0	0	0	0	0.00
00-5-4131-2300 TRAVEL & SCHOOLS	0		226		1,609	1,275	2,489	1,200	(75)	5.88-
00-5-4131-2400 MAINTENANCE & REPAIR OF EQUIP	0		371		2,035	1,000	1,495	2,000	1,000	100.00
00-5-4131-2900 CONTRACTUAL SERVICE	30,794		6,457		8,513	4,500	2,491	3,000	(1,500)	33.33-
00-5-4131-2960 MINNESOTA STATE SURCHARGE	5,398	(933)		1,892	1,500	379	1,500	0	0.00
00-5-4131-3000 GENERAL/OFFICE SUPPLIES	50		122		295	250	403	250	0	0.00
00-5-4131-3300 MOTOR FUELS & LUBRICANTS	0		0		184	0	184	400	400	0.00
00-5-4131-3811 UNIFORMS	0		0		0	0	0	100	100	0.00
00-5-4131-4100 INSURANCE AND BONDS	0		0		293	301	269	269	(32)	10.63-
00-5-4131-4110 WORKERS' COMP INS	0		271		257	250	210	210	(40)	16.00-
00-5-4131-4300 SUBSCRIPTIONS & MEMBERSHIPS	0		0		300	600	0	300	(300)	50.00-
00-5-4131-4590 LICENSES & PERMITS	0		0		0	0	119	0	0	0.00
00-5-4131-5200 NEW EQUIPMENT	0		5,858		1,341	0	200	500	500	0.00
00-5-4131-5300 EQUIPMENT RENTAL/LEASE	275		433		477	600	263	475	(125)	20.83-
00-5-4131-5400 TF TO CAPITAL IMP	0		0		0	0	0	1,000	1,000	0.00
00-5-4131-8020 MISCELLANEOUS	0		0		0	0	0	0	0	0.00
TOTAL BUILDING INSPECTION	36,557		35,821		27,228	69,783	28,811	64,732	(5,051)	7.24-

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 WEED INSPECTION

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
00-5-4132-1000 SALARIES	425	448	456	465	276	489	24	5.16		
00-5-4132-1060 FICA WITHHOLDINGS	24	26	26	29	17	30	1	3.45		
00-5-4132-1070 PERA WITHHOLDINGS	31	32	34	35	22	37	2	5.71		
00-5-4132-1080 MEDICARE WITHHOLDINGS	6	6	6	7	4	7	0	0.00		
00-5-4132-1090 HEALTH INSURANCE	84	53	66	72	48	67	(5)	6.94-		
00-5-4132-2100 PRINTING & PUBLISHING	0	0	0	200	0	200	0	0.00		
00-5-4132-2300 TRAVEL & SCHOOLS	0	0	0	50	0	50	0	0.00		
00-5-4132-3000 GENERAL/OFFICE SUPPLIES	0	0	0	100	0	100	0	0.00		
TOTAL WEED INSPECTION	570	565	588	958	367	980	22	2.30		

-4132-2100 PRINTING & PUBLISHING CURRENT YEAR NOTES:
 Ads for noxious weed
 Ron

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 REE INSPECTION - COMPOST

EXPENDITURES	2015		2016		2017		PERCENT VARIANCE	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE		
00-5-4133-1000 SALARIES	9,601	11,580	10,587	9,036	6,215	10,079	1,043	11.54
00-5-4133-1060 FICA WITHHOLDINGS	553	655	622	560	376	623	63	11.25
00-5-4133-1070 PERA WITHHOLDINGS	648	787	764	635	453	708	73	11.50
00-5-4133-1080 MEDICARE WITHHOLDINGS	129	153	146	131	88	146	15	11.45
00-5-4133-1090 HEALTH INSURANCE	1,330	1,720	1,622	1,676	1,102	2,062	386	23.03
00-5-4133-1180 ENGINEERING	0	0	0	750	724	750	0	0.00
00-5-4133-1300 PROFESSIONAL SERVICES (LEGAL)	57	0	87	200	186	200	0	0.00
00-5-4133-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	450	0	0	0	0	0.00
00-5-4133-1320 PROFESSIONAL SERVICES (TESTING)	0	30	0	50	5	50	0	0.00
00-5-4133-2000 POSTAGE	0	0	0	0	0	0	0	0.00
00-5-4133-2100 PRINTING & PUBLISHING	497	428	1,083	550	437	600	50	9.09
00-5-4133-2300 TRAVEL & SCHOOLS	0	0	22	0	0	0	0	0.00
00-5-4133-2400 MAINTENANCE & REPAIR OF EQUIP	488	1,094	69	1,250	802	1,500	250	20.00
00-5-4133-2900 CONTRACTUAL SERVICE	4,865	2,119	3,097	3,500	24,609	2,000	1,500	42.86
00-5-4133-2902 CITY SHARE OIL DEPOT EXPENSES	915	1,017	993	1,100	0	1,100	0	0.00
00-5-4133-3000 GENERAL/OFFICE SUPPLIES	143	175	183	250	312	250	0	0.00
00-5-4133-3300 MOTOR FUELS & LUBRICANTS	969	1,131	994	1,100	6	850	250	22.73
00-5-4133-4300 SUBSCRIPTIONS & MEMBERSHIPS	15	15	15	20	30	20	0	0.00
00-5-4133-5200 NEW EQUIPMENT	0	534	0	550	1,272	550	0	0.00
00-5-4133-5300 EQUIPMENT RENTAL/LEASE	0	0	0	0	0	0	0	0.00
TOTAL TREE INSPECTION - COMPOST	20,210	21,438	20,732	21,358	36,616	21,488	130	0.61

- 4133-1180 ENGINEERING CURRENT YEAR NOTES:
Small project that may need engineering at the compost easements, etc. Ron
- 4133-1300 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Legal issues
Ron
- 4133-1311 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
2105 amount was for the shredding service at spring clean up , move to contractual service
Ron
- 4133-1320 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
We are required to run a inert & PH test
Ron
- 4133-2100 PRINTING & PUBLISHING CURRENT YEAR NOTES:
Compost operation ads, spring clean up & HHW pick up
Ron 7-16
- 4133-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
We will have more equipment, cameras possible gates

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

.00-GENERAL FUND
 EMERGENCY SERVICES

EXPENDITURES	(----- 2016 -----)				(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
.00-5-4150-1000 SALARIES	4,836	11,581	9,403	9,035	2,075	9,390	355	3.93
.00-5-4150-1060 FICA WITHHOLDINGS	280	671	572	560	126	575	15	2.68
.00-5-4150-1070 PERA WITHHOLDINGS	212	776	715	1,031	168	1,066	35	3.39
.00-5-4150-1080 MEDICARE WITHHOLDINGS	65	157	134	131	30	134	3	2.29
.00-5-4150-1090 HEALTH INSURANCE	426	1,330	1,623	902	608	884	(18)	2.00-
.00-5-4150-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	0	0	0	0	0.00
.00-5-4150-2000 POSTAGE	0	324	135	100	0	100	0	0.00
.00-5-4150-2020 TELEPHONE	638	823	1,137	890	742	720	(170)	19.10-
.00-5-4150-2100 PRINTING & PUBLISHING	141	160	480	150	0	150	0	0.00
.00-5-4150-2300 TRAVEL & SCHOOLS	36	28	0	200	79	200	0	0.00
.00-5-4150-2400 MAINTENANCE & REPAIR OF EQUIP	400	1,559	0	250	0	250	0	0.00
.00-5-4150-2900 CONTRACTUAL SERVICE	0	0	0	0	0	0	0	0.00
.00-5-4150-3000 GENERAL/OFFICE SUPPLIES	2	692	74	150	185	150	0	0.00
.00-5-4150-4100 INSURANCE AND BONDS	650	632	809	817	687	687	(130)	15.91-
.00-5-4150-5200 NEW EQUIPMENT	0	3,500	5,300	6,000	5,000	6,000	0	0.00
.00-5-4150-5300 EQUIPMENT RENTAL/LEASE	147	84	0	165	4,100	4,100	3,935	2,384.85
.00-5-4150-5400 TF TO CAPITAL IMP	1,000	1,000	1,000	1,000	1,000	1,000	0	0.00
TOTAL EMERGENCY SERVICES	8,834	23,315	21,383	21,381	14,801	25,406	4,025	18.83

i-4150-5300 EQUIPMENT RENTAL/LEASE CURRENT YEAR NOTES:
 7-29-16 BELINDA CODE RED

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 NIMAL CONTROL

EXPENDITURES	2016					2017		
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4160-1000 SALARIES	893	935	948	922	590	940	18	1.95
00-5-4160-1060 FICA WITHHOLDINGS	23	24	24	25	16	25	0	0.00
00-5-4160-1070 PERA WITHHOLDINGS	101	112	118	114	79	117	3	2.63
00-5-4160-1080 MEDICARE WITHHOLDINGS	13	13	13	13	9	14	1	7.69
00-5-4160-1090 HEALTH INSURANCE	116	128	133	137	97	137	0	0.00
00-5-4160-2000 POSTAGE	63	0	0	75	0	75	0	0.00
00-5-4160-2100 PRINTING & PUBLISHING	0	0	0	0	0	0	0	0.00
00-5-4160-2400 MAINTENANCE & REPAIR OF EQUIP	0	495	495	495	525	495	0	0.00
00-5-4160-2900 CONTRACTUAL SERVICE	713	798	700	750	28	725	(25)	3.33-
00-5-4160-3000 GENERAL/OFFICE SUPPLIES	136	71	80	150	81	150	0	0.00
00-5-4160-4100 INSURANCE AND BONDS	650	650	810	818	687	687	(131)	16.01-
00-5-4160-5200 NEW EQUIPMENT	0	0	0	150	0	150	0	0.00
00-5-4160-5300 EQUIPMENT RENTAL/LEASE	83	0	0	0	0	0	0	0.00
TOTAL ANIMAL CONTROL	2,791	3,225	3,322	3,649	2,112	3,515	(134)	3.67-

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
STREETS AND ALLEYS

EXPENDITURES	2016		2017		2018		PERCENT VARIANCE
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	
00-5-4220-1000 SALARIES	30,665	33,569	34,378	33,010	21,873	35,785	2,775 8.41
00-5-4220-1060 FICA WITHHOLDINGS	1,846	1,961	1,996	2,047	1,335	2,206	159 7.77
00-5-4220-1070 PERA WITHHOLDINGS	2,034	2,217	2,386	2,304	1,562	2,483	179 7.77
00-5-4220-1080 MEDICARE WITHHOLDINGS	432	459	467	479	312	516	37 7.72
00-5-4220-1090 HEALTH INSURANCE	3,730	3,746	4,209	4,825	2,941	5,545	720 14.92
00-5-4220-1180 ENGINEERING	323	1,783	1,025	1,000	0	1,000	0 0.00
00-5-4220-1290 PROFESSIONAL SERVICES (SAFETY)	1,197	1,340	1,029	1,500	1,017	1,500	0 0.00
00-5-4220-1300 PROFESSIONAL SERVICES (LEGAL)	520	78	0	200	26	200	0 0.00
00-5-4220-1311 PROFESSIONAL SERVICES (GENERAL)	105	576	367	500	45	500	0 0.00
00-5-4220-1312 PROFESSIONAL SERVICES (UNION)	0	0	0	0	94	0	0 0.00
00-5-4220-1350 PHYSICALS	0	215	0	0	0	0	0 0.00
00-5-4220-2000 POSTAGE	40	197	65	200	145	200	0 0.00
00-5-4220-2020 TELEPHONE	330	297	306	400	270	1,050	650 162.50
00-5-4220-2100 PRINTING & PUBLISHING	266	0	158	300	113	300	0 0.00
00-5-4220-2200 UTILITIES	1,379	1,776	1,154	2,000	527	1,022	(978) 48.90-
00-5-4220-2300 TRAVEL & SCHOOLS	0	0	0	0	0	50	50 0.00
00-5-4220-2400 MAINTENANCE & REPAIR OF EQUIP	7,431	3,471	5,271	9,000	4,295	9,500	500 5.56
00-5-4220-2700 MAINTENANCE & REPAIR OF STREET	14,871	15,705	26,794	24,000	6,166	25,000	1,000 4.17
00-5-4220-3000 GENERAL/OFFICE SUPPLIES	1,325	593	296	1,000	434	1,000	0 0.00
00-5-4220-3300 MOTOR FUELS & LUBRICANTS	6,178	4,551	2,010	5,000	317	2,500	(2,500) 50.00-
00-5-4220-3811 UNIFORMS	1,019	1,112	800	1,500	534	1,700	200 13.33
00-5-4220-3820 REFUSE COLLECTION	796	754	871	850	472	900	50 5.88
00-5-4220-4100 INSURANCE AND BONDS	4,221	5,089	6,982	7,756	4,408	4,408	(3,348) 43.17-
00-5-4220-4110 WORKERS' COMP INS	5,178	5,964	5,425	4,637	5,213	5,220	583 12.57
00-5-4220-4300 SUBSCRIPTIONS & MEMBERSHIPS	266	270	398	300	402	400	100 33.33
00-5-4220-4590 LICENSES & PERMITS	0	144	0	150	80	150	0 0.00
00-5-4220-5200 NEW EQUIPMENT	1,396	1,834	1,672	2,000	1,412	2,500	500 25.00
00-5-4220-5300 EQUIPMENT RENTAL/LEASE	393	537	607	500	457	600	100 20.00
00-5-4220-5400 TRF TO CAPITAL IMP	12,000	24,919	15,000	20,000	20,000	35,000	15,000 75.00
00-5-4220-8020 MISCELLANEOUS	0	0	0	0	0	0	0 0.00
TOTAL STREETS AND ALLEYS	97,941	120,154	113,675	125,458	74,451	141,235	15,777 12.58

-4220-1180 ENGINEERING CURRENT YEAR NOTES:
Small projects & mapping
Ron 7-16

-4220-1290 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Safety contract with safe Assure
Ron 7-16

-4220-1311 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
CDL screening and tasc annual fee
Ron 7-16

-4220-1350 PHYSICALS CURRENT YEAR NOTES:

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 T EQUIPMENT/SEALCOAT

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	({----- 2016 -----})		({----- 2017 -----})		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4221-5400 TF TO CAPITAL IMP	70,804	67,577	67,882	67,987	67,987	67,778	(209)	0.31-
TOTAL ST EQUIPMENT/SEALCOAT	70,804	67,577	67,882	67,987	67,987	67,778	(209)	0.31-

-4221-5400 TF TO CAPITAL IMP

CURRENT YEAR NOTES:
 Reference street Equip. Replacement list
 Ron 7-16

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

.00-GENERAL FUND
 SIDEWALK

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016		2017		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
.00-5-4222-5400 TF TO CAPITAL IMP	0	0	0	0	0	0	0	0.00
TOTAL SIDEWALK	0	0	0	0	0	0	0	0.00

.00-5-4222-5400 TF TO CAPITAL IMP

CURRENT YEAR NOTES:
 We have 34,900.00 in the sidewalk CIP and we don't have any
 sidewalk expansions planned.
 Ron 7-16

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 NOW AND ICE REMOVAL

EXPENDITURES	(----- 2016 -----)					(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
00-5-4230-1000 SALARIES	13,748	14,309	14,406	14,950	8,718	16,289	1,339	8.96	
00-5-4230-1060 FICA WITHHOLDINGS	829	832	823	927	529	1,005	78	8.41	
00-5-4230-1070 PERA WITHHOLDINGS	988	1,032	1,072	1,121	691	1,216	95	8.47	
00-5-4230-1080 MEDICARE WITHHOLDINGS	194	195	193	217	124	235	18	8.29	
00-5-4230-1090 HEALTH INSURANCE	2,079	1,819	2,156	2,177	1,508	2,519	342	15.71	
00-5-4230-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	150	0	150	0	0.00	
00-5-4230-2400 MAINTENANCE & REPAIR OF EQUIP	5,198	2,691	3,198	4,000	678	4,000	0	0.00	
00-5-4230-2910 SNOW HAULING	12,994	8,494	3,359	11,500	2,395	8,500	(3,000)	26.09-	
00-5-4230-2920 BLADING	13,565	30,116	13,008	24,000	8,565	19,000	(5,000)	20.83-	
00-5-4230-3000 GENERAL/OFFICE SUPPLIES	8	29	0	100	0	100	0	0.00	
00-5-4230-3001 SAND & SALT	3,498	5,497	6,736	7,000	9,171	7,000	0	0.00	
00-5-4230-4100 INSURANCE AND BONDS	0	1,000	0	0	0	0	0	0.00	
00-5-4230-5200 NEW EQUIPMENT	59	169	0	500	0	500	0	0.00	
00-5-4230-5300 EQUIPMENT RENTAL/LEASE	313	433	477	500	263	500	0	0.00	
00-5-4230-5301 LAND/BLDG RENTAL/LEASE	1,500	1,500	1,500	1,500	0	1,500	0	0.00	
00-5-4230-5400 TF TO CAPITAL IMP	0	9,221	0	0	0	0	0	0.00	
TOTAL SNOW AND ICE REMOVAL	54,974	77,337	46,927	68,642	32,641	62,514	(6,128)	8.93-	

- 4230-1300 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Contract review,
Ron 7-16
- 4230-2400 MAINTENANCE & REPAIR OFCURRENT YEAR NOTES:
M & R on Dump truck, tractor, snow blowers etc.
ron 7-16
- 4230-2910 SNOW HAULING CURRENT YEAR NOTES:
Down town snow removal
Ron 7-16
- 4230-2920 BLADING CURRENT YEAR NOTES:
Snow plowing on all city streets
Ron 7-16
- 4230-3001 SAND & SALT CURRENT YEAR NOTES:
We are purchasing for the twp, so we have revenue and will
be purchasing less due to a large stock pile carry over from
the mild winter.
Ron 7-16
- 4230-5300 EQUIPMENT RENTAL/LEASE CURRENT YEAR NOTES:
Copier lease
Ron 7-16
- 4230-5301 LAND/BLDG RENTAL/LEASE CURRENT YEAR NOTES:

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 STREET LIGHTING

EXPENDITURES			(------ 2016 -----) (------ 2017 -----)					
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4260-2200 UTILITIES	53,816	46,859	46,204	49,000	28,352	49,000	0	0.00
00-5-4260-2401 WHITEWAY UPKEEP	0	0	0	850	0	850	0	0.00
TOTAL STREET LIGHTING	53,816	46,859	46,204	49,850	28,352	49,850	0	0.00

-4260-2200 UTILITIES
 CURRENT YEAR NOTES:
 Street light Xcel utility expences
 Ron 7-16

-4260-2401 WHITEWAY UPKEEP
 CURRENT YEAR NOTES:
 Downtown street lights M & R
 Ron 7-16

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 LIBRARY

EXPENDITURES	2015			2016		2017		PERCENT VARIANCE
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4620-2000 POSTAGE	0	0	0	0	25	0	0	0.00
00-5-4620-2020 TELEPHONE	0	0	0	0	0	0	0	0.00
00-5-4620-2100 PRINTING & PUBLISHING	90	92	90	0	90	0	0	0.00
00-5-4620-2200 UTILITIES	2,891	3,590	3,050	3,500	1,917	2,991	(509)	14.54-
00-5-4620-2400 MAINTENANCE & REPAIR OF EQUIP	2,334	595	179	500	22	500	0	0.00
00-5-4620-2500 MAINTENANCE & REPAIR OF BLDG	955	1,181	1,269	1,500	369	1,500	0	0.00
00-5-4620-2600 MAINTENANCE & REPAIR OF GROUND	53	0	77	500	6	500	0	0.00
00-5-4620-3000 GENERAL/OFFICE SUPPLIES	314	187	201	350	51	0	(350)	100.00-
00-5-4620-3810 LAUNDRY	0	0	0	0	0	0	0	0.00
00-5-4620-3820 REFUSE COLLECTION	404	310	435	425	236	450	25	5.88
00-5-4620-3830 CUSTODIAN	0	0	0	0	0	0	0	0.00
00-5-4620-4100 INSURANCE AND BONDS	1,098	1,090	970	1,220	1,076	1,076	(144)	11.80-
00-5-4620-4500 ALLOTMENT	0	0	0	0	0	0	0	0.00
00-5-4620-5200 NEW EQUIPMENT	150	0	0	0	726	0	0	0.00
TOTAL LIBRARY	8,289	7,044	6,272	7,995	4,518	7,017	(978)	12.23-

-4620-2200 UTILITIES CURRENT YEAR NOTES:
 Gas, Electric, Water
 Ron 7-16
 7-28-16 BELINDA - XCEL IS INCREASING 1.7% SO I TOOK 2016
 6MOS PAID TO XCEL OF 863.56 X 2 FOR FULL YEAR AND INCREASED
 BY 1.7% AND ADDED THE OTHER BILLS IN THIS LINE ITEM SO FAR
 FOR THE 6 MONTHS AT \$617.09 X 2 FOR FULL YEAR. TOTAL IS
 \$2,991

-4620-2500 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:
 Library Building M & R
 Ron 7-16
 7-28-16 BELINDA - LAST TIME WE CLEANED CARPETS AND WAXED
 FLOORS WAS IN 2013 AT A COST OF \$650.00. THIS SHOULD BE
 DONE AGAIN IN 2017. SHOULD BE ENOUGH TO COVER AT \$1,500

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

10-GENERAL FUND
SKATING RINK

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	(------ 2016 -----)(----- 2017 -----)		PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL			
10-5-4745-1370 PROFESSIONAL SERVICES (MANAGER	5,500	5,500	5,500	5,500	0	5,500	0	0.00
10-5-4745-1375 OUTDOOR RINK	2,250	2,250	2,250	2,250	0	2,250	0	0.00
10-5-4745-2900 CONTRACTUAL SERVICE	0	0	0	0	0	0	0	0.00
TOTAL SKATING RINK	7,750	7,750	7,750	7,750	0	7,750	0	0.00

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

30-GENERAL FUND
SACHES

EXPENDITURES	(----- 2016 -----)				(----- 2017 -----)			
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
30-5-4746-1000 SALARIES	24,340	25,471	27,470	26,471	22,485	27,913	1,442	5.45
00-5-4746-1060 FICA WITHHOLDINGS	1,478	1,544	1,664	1,641	1,392	1,728	87	5.30
00-5-4746-1070 PERA WITHHOLDINGS	867	971	1,196	965	817	1,056	91	9.43
00-5-4746-1080 MEDICARE WITHHOLDINGS	346	361	389	384	326	404	20	5.21
00-5-4746-1090 HEALTH INSURANCE	1,368	1,243	1,529	1,513	1,049	1,879	366	24.19
00-5-4746-1300 PROFESSIONAL SERVICES (LEGAL)	130	0	0	100	97	100	0	0.00
00-5-4746-2000 POSTAGE	20	25	0	60	35	60	0	0.00
00-5-4746-2020 TELEPHONE	156	188	246	200	403	350	150	75.00
00-5-4746-2100 PRINTING & PUBLISHING	861	0	84	200	103	200	0	0.00
00-5-4746-2101 ADVERTISING	293	446	997	450	222	450	0	0.00
00-5-4746-2200 UTILITIES	652	592	438	600	310	478	(122)	20.33-
00-5-4746-2300 TRAVEL & SCHOOLS	0	75	0	0	0	0	0	0.00
00-5-4746-2400 MAINTENANCE & REPAIR OF EQUIP	706	2,002	1,026	2,200	295	2,500	300	13.64
00-5-4746-2500 MAINTENANCE & REPAIR OF BLDG	481	108	379	700	95	600	(100)	14.29-
00-5-4746-2600 MAINTENANCE & REPAIR OF GROUND	500	943	3,098	2,000	2,097	2,500	500	25.00
00-5-4746-2900 CONTRACTUAL SERVICE	2,743	5,954	4,300	4,500	4,300	4,500	0	0.00
00-5-4746-3000 GENERAL/OFFICE SUPPLIES	770	848	567	900	794	900	0	0.00
00-5-4746-3300 MOTOR FUELS & LUBRICANTS	1,172	1,088	566	1,600	441	800	(800)	50.00-
00-5-4746-3811 UNIFORMS	327	321	243	400	148	400	0	0.00
00-5-4746-3820 REFUSE COLLECTION	633	566	653	600	354	650	50	8.33
00-5-4746-4100 INSURANCE AND BONDS	1,357	1,003	1,006	1,256	874	874	(382)	30.41-
00-5-4746-4110 WORKERS' COMP INS	349	481	404	329	375	375	46	13.98
00-5-4746-4590 LICENSES & PERMITS	400	0	35	400	451	400	0	0.00
00-5-4746-5060 NEW BUILDINGS AND STRUCTURES	0	0	0	0	0	0	0	0.00
00-5-4746-5200 NEW EQUIPMENT	449	257	331	2,000	1,122	2,000	0	0.00
00-5-4746-5300 EQUIPMENT RENTAL/LEASE	0	0	0	0	0	0	0	0.00
00-5-4746-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
TOTAL BEACHES	40,396	44,487	46,621	49,469	38,586	51,117	1,648	3.33

-4746-2020 TELEPHONE CURRENT YEAR NOTES:
Beach Phone
Ron 7-16

-4746-2101 ADVERTISING CURRENT YEAR NOTES:
Life guard ads
Ron 7-16

-4746-2200 UTILITIES CURRENT YEAR NOTES:
Electrical at vets. Park
Ron 7-16
7-28-16 BELINDA - XCEL IS INCREASING 1.7% SO I TOOK 2016
6MOS PAID TO XCEL OF 140.54 X 2 FOR FULL YEAR AND INCREASED
BY 1.7%. TOTAL IS \$478

-4746-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
MUNICIPAL PARKS

EXPENDITURES	2016			2017				
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4750-1000 SALARIES	27,712	30,564	32,650	27,575	21,917	29,453	1,878	6.81
00-5-4750-1060 FICA WITHHOLDINGS	1,650	1,801	1,926	1,710	1,345	1,817	107	6.26
00-5-4750-1070 PERA WITHHOLDINGS	1,699	1,895	2,157	1,768	1,457	1,872	104	5.88
00-5-4750-1080 MEDICARE WITHHOLDINGS	386	421	450	400	314	425	25	6.25
00-5-4750-1090 HEALTH INSURANCE	2,785	2,907	3,147	3,637	2,246	3,982	345	9.49
00-5-4750-1180 ENGINEERING	0	30	3,548	500	0	500	0	0.00
00-5-4750-1290 PROFESSIONAL SERVICES (SAFETY)	1,009	733	1,017	1,050	1,017	1,100	50	4.76
00-5-4750-1300 PROFESSIONAL SERVICES (LEGAL)	2,141	26	561	1,000	26	1,000	0	0.00
00-5-4750-1350 PHYSICALS	0	0	215	225	0	225	0	0.00
00-5-4750-2000 POSTAGE	66	238	87	100	55	100	0	0.00
00-5-4750-2020 TELEPHONE	697	885	1,081	850	773	1,175	325	38.24
00-5-4750-2100 PRINTING & PUBLISHING	94	81	79	250	0	250	0	0.00
00-5-4750-2200 UTILITIES	8,032	7,910	5,103	8,500	3,563	6,618	1,882	22.14
00-5-4750-2300 TRAVEL & SCHOOLS	0	0	20	0	0	0	0	0.00
00-5-4750-2400 MAINTENANCE & REPAIR OF EQUIP	3,863	2,335	2,576	4,000	3,466	4,000	0	0.00
00-5-4750-2500 MAINTENANCE & REPAIR OF BLDG	1,222	1,173	1,448	1,500	354	1,500	0	0.00
00-5-4750-2600 MAINTENANCE & REPAIR OF GROUND	2,105	2,214	2,633	2,250	3,368	2,500	250	11.11
00-5-4750-2900 CONTRACTUAL SERVICE	1,064	787	1,390	400	0	400	0	0.00
00-5-4750-3000 GENERAL/OFFICE SUPPLIES	1,151	1,327	2,086	1,700	884	2,000	300	17.65
00-5-4750-3300 MOTOR FUELS & LUBRICANTS	2,065	1,618	691	2,000	619	1,500	500	25.00
00-5-4750-3811 UNIFORMS	123	342	262	500	464	500	0	0.00
00-5-4750-3820 REFUSE COLLECTION	1,022	942	1,089	1,050	590	1,100	50	4.76
00-5-4750-4100 INSURANCE AND BONDS	6,003	5,910	3,901	6,096	7,651	7,651	1,555	25.51
00-5-4750-4110 WORKERS' COMP INS	26	302	408	333	594	595	262	78.68
00-5-4750-4600 LICENSES & TAXES	115	1,742	854	200	16	200	0	0.00
00-5-4750-5200 NEW EQUIPMENT	2,010	632	1,888	2,000	1,049	2,500	500	25.00
00-5-4750-5300 EQUIPMENT RENTAL/LEASE	507	1,078	477	500	263	500	0	0.00
00-5-4750-5400 TRF TO CAPITAL IMP	15,000	18,000	18,000	18,000	18,000	20,000	2,000	11.11
00-5-4750-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
00-5-4750-8030 DAMAGE DEPOSIT REFUND	1,000	800	850	1,000	1,334	1,000	0	0.00
TOTAL MUNICIPAL PARKS	83,496	86,694	90,591	89,094	71,365	94,463	5,369	6.03

00-4750-1180 ENGINEERING CURRENT YEAR NOTES:
2015 was Hunter land survey etc.
Ron 7-16

00-4750-1290 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
Safety contract
Ron 7-16

00-4750-1300 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
contracts etc
Ron 7-16

00-4750-1350 PHYSICALS CURRENT YEAR NOTES:

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 COMMUNITY ENHANCEMENT

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	(------ 2016 -----)		(------ 2017 -----)		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4751-1180 ENGINEERING	0	0	0	0	0	0	0	0.00
00-5-4751-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	0	0	0	0	0.00
00-5-4751-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	0	0	0	0	0	0.00
00-5-4751-2100 PRINTING & PUBLISHING	0	0	0	0	0	0	0	0.00
00-5-4751-2101 ADVERTISING	0	0	0	0	0	0	0	0.00
00-5-4751-2300 TRAVEL & SCHOOLS	0	0	0	0	0	0	0	0.00
00-5-4751-2400 MAINTENANCE & REPAIR OF EQUIP	0	0	0	0	0	0	0	0.00
00-5-4751-2830 WINE TASTING EVENT	0	0	0	0	0	0	0	0.00
00-5-4751-2831 HOLIDAY LIGHTS	0	0	0	0	11,539	0	0	0.00
00-5-4751-3000 GENERAL/OFFICE SUPPLIES	0	0	0	0	0	0	0	0.00
00-5-4751-4813 GRANT EXPENSES	2,230	0	2,840	0	0	0	0	0.00
00-5-4751-5200 NEW EQUIPMENT	0	0	0	0	0	0	0	0.00
TOTAL COMMUNITY ENHANCEMENT	2,230	0	2,840	0	11,539	0	0	0.00

-4751-1311 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:
 7-28-16 BELINDA = ADDED 12,000 FOR DOWNTOWN REVITALIZATION

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

10-GENERAL FUND
RECREATIONAL TRAIL

EXPENDITURES				2016		2017		PERCENT VARIANCE
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4752-1180 ENGINEERING	0	0	50	0	0	0	0	0.00
00-5-4752-1300 PROFESSIONAL SERVICES (LEGAL)	0	0	0	0	0	0	0	0.00
00-5-4752-2100 PRINTING & PUBLISHING	0	0	0	0	0	0	0	0.00
00-5-4752-2600 MAINTENANCE & REPAIR OF GROUND	0	0	0	0	0	0	0	0.00
00-5-4752-2900 CONTRACTUAL SERVICE	3,407	3,735	3,297	3,500	0	3,500	0	0.00
00-5-4752-3000 GENERAL/OFFICE SUPPLIES	0	0	0	0	0	0	0	0.00
00-5-4752-4100 INSURANCE AND BONDS	650	650	809	817	686	686	(131)	16.03-
00-5-4752-4110 WORKERS' COMP INS	0	0	0	0	0	0	0	0.00
00-5-4752-4600 LICENSES & TAXES	8	0	0	0	0	0	0	0.00
00-5-4752-5400 TR TO CAPITAL IMP	7,500	7,500	7,500	11,000	11,000	11,000	0	0.00
TOTAL RECREATIONAL TRAIL	11,565	11,885	11,656	15,317	11,686	15,186	(131)	0.86-

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 AIRPORT

EXPENDITURES	----- 2016 -----					----- 2017 -----		
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
00-5-4880-1000 SALARIES	15,792	17,615	16,239	17,925	7,698	23,793	5,868	32.74
00-5-4880-1060 FICA WITHHOLDINGS	998	1,054	956	1,111	481	1,471	360	32.40
00-5-4880-1070 PERA WITHHOLDINGS	1,168	1,271	1,211	1,344	618	1,779	435	32.37
00-5-4880-1080 MEDICARE WITHHOLDINGS	233	247	223	260	112	344	84	32.31
00-5-4880-1090 HEALTH INSURANCE	2,741	2,501	3,836	3,419	2,274	6,149	2,730	79.85
00-5-4880-1180 ENGINEERING	450	170	1,440	1,000	0	1,000	0	0.00
00-5-4880-1300 PROFESSIONAL SERVICES (LEGAL)	98	172	43	300	229	300	0	0.00
00-5-4880-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	65	0	0	0	0	0.00
00-5-4880-2000 POSTAGE	40	100	65	200	75	200	0	0.00
00-5-4880-2020 TELEPHONE	949	729	746	950	442	760	(190)	20.00-
00-5-4880-2100 PRINTING & PUBLISHING	0	119	62	100	297	100	0	0.00
00-5-4880-2200 UTILITIES	5,117	6,005	4,030	7,000	3,122	5,342	(1,658)	23.69-
00-5-4880-2300 TRAVEL & SCHOOLS	0	783	0	800	0	800	0	0.00
00-5-4880-2400 MAINTENANCE & REPAIR OF EQUIP	1,147	9,168	7,485	2,500	4,030	3,500	1,000	40.00
00-5-4880-2500 MAINTENANCE & REPAIR OF BLDG	1,121	333	715	750	217	750	0	0.00
00-5-4880-2600 MAINTENANCE & REPAIR OF GROUND	15,320	12,754	7,161	13,000	6,190	13,000	0	0.00
00-5-4880-3000 GENERAL/OFFICE SUPPLIES	351	52	319	300	144	300	0	0.00
00-5-4880-3300 MOTOR FUELS & LUBRICANTS	1,185	1,817	817	1,500	766	1,200	(300)	20.00-
00-5-4880-3310 AVIATION FUEL	70,214	54,514	33,209	40,000	31,162	45,000	5,000	12.50
00-5-4880-3320 CREDIT CARD FEES	1,654	(2,070)	1,006	1,500	588	1,200	(300)	20.00-
00-5-4880-3330 ANNUAL FLY IN	208	0	0	0	950	250	250	0.00
00-5-4880-3830 CUSTODIAN	0	0	0	0	0	0	0	0.00
00-5-4880-4100 INSURANCE AND BONDS	8,811	11,991	6,172	10,772	11,186	11,186	414	3.84
00-5-4880-4300 SUBSCRIPTIONS & MEMBERSHIPS	164	124	337	250	249	300	50	20.00
00-5-4880-4590 LICENSES & PERMITS	425	877	483	500	452	500	0	0.00
00-5-4880-4600 LICENSES & TAXES	6,359	6,110	6,232	6,500	6,344	6,600	100	1.54
00-5-4880-5200 NEW EQUIPMENT	77	0	0	500	0	500	0	0.00
00-5-4880-5300 EQUIPMENT RENTAL/LEASE	338	437	477	445	263	500	55	12.36
00-5-4880-5400 TF TO CAPITAL IMP	15,000	9,000	15,000	15,000	15,000	16,000	1,000	6.67
00-5-4880-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
00-5-4880-8030 DAMAGE DEPOSIT REFUND	100	100	50	0	0	0	0	0.00
TOTAL AIRPORT	150,061	135,971	108,380	127,926	92,890	142,824	14,898	11.65

-4880-1180 ENGINEERING
 CURRENT YEAR NOTES:
 General engineering mapping
 Ron 7-16

-4880-2200 UTILITIES
 CURRENT YEAR NOTES:
 Lighting, security lights, runway lights, new this year is
 the Beacon
 Ron 7-16
 7-28-16 BELINDA - XCEL IS INCREASING 1.7% SO I TOOK 2016
 6MOS PAID TO XCEL OF 89.00 X 2 FOR FULL YEAR AND INCREASED
 BY 1.7% FOR FULL YEAR. TOTAL IS \$5,342

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 AIRPORT

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016		2017		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
-4880-2400								
				MAINTENANCE & REPAIR OF CURRENT YEAR NOTES: Repairs on Fuel system, Fuel system support, runway lights, papi & Reil, mower,s vehicles etc Ron 7-16				
-4880-2500								
				MAINTENANCE & REPAIR OF CURRENT YEAR NOTES: Hanger repairs Ron 7-16				
-4880-2600								
				MAINTENANCE & REPAIR OF CURRENT YEAR NOTES: Snow plowing & removal, holding tank pumping, sod repairs. Ron 7-16				
-4880-3300								
				MOTOR FUELS & LUBRICANT CURRENT YEAR NOTES: Fuel for vehicles, tractor mowers etc ron 7-16				
-4880-3310								
				AVIATION FUEL CURRENT YEAR NOTES: Av Gas estimated 12,000 g at 3.75/ gallon Ron 7-16				
-4880-4300								
				SUBSCRIPTIONS & MEMBERS CURRENT YEAR NOTES: MN Flyer, Mn Council of Airports, Midwest flyer Ron 7-16				
-4880-4590								
				LICENSES & PERMITS CURRENT YEAR NOTES: Storm water annual Ron 7-16				
-4880-4600								
				LICENSES & TAXES CURRENT YEAR NOTES: Property Taxes Ron 7-16				
-4880-5300								
				EQUIPMENT RENTAL/LEASE CURRENT YEAR NOTES: Copier Lease Ron 7-16				
-4880-5400								
				TR TO CAPITAL IMP CURRENT YEAR NOTES: Future projects city's 5 % of each project Ron 7-16				

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 CABLE TELEVISION

EXPENDITURES	2016					2017		PERCENT VARIANCE
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4901-1000 SALARIES	7,335	14,190	16,671	16,657	12,438	17,459	802	4.81
00-5-4901-1060 FICA WITHHOLDINGS	429	861	1,017	1,033	789	1,079	46	4.45
00-5-4901-1070 PERA WITHHOLDINGS	514	973	1,248	1,249	966	1,305	56	4.48
00-5-4901-1080 MEDICARE WITHHOLDINGS	100	202	238	242	185	252	10	4.13
00-5-4901-1090 HEALTH INSURANCE	319	352	416	451	310	442	(9)	2.00-
00-5-4901-1290 PROFESSIONAL SERVICES (SAFETY)	0	50	11	100	0	100	0	0.00
00-5-4901-1300 PROFESSIONAL SERVICES (LEGAL)	0	175	41	0	0	40	40	0.00
00-5-4901-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	0	0	100	0	0	0.00
00-5-4901-2000 POSTAGE	23	0	26	50	23	25	(25)	50.00-
00-5-4901-2020 TELEPHONE	5	32	25	25	31	25	0	0.00
00-5-4901-2100 PRINTING & PUBLISHING	251	35	84	200	36	50	(150)	75.00-
00-5-4901-2101 ADVERTISING	164	252	0	329	0	125	(204)	62.01-
00-5-4901-2200 UTILITIES	0	0	0	0	0	0	0	0.00
00-5-4901-2300 TRAVEL & SCHOOLS	199	0	62	100	0	100	0	0.00
00-5-4901-2400 MAINTENANCE & REPAIR OF EQUIP	351	118	0	500	0	500	0	0.00
00-5-4901-2900 CONTRACTUAL SERVICE	2,177	2,149	2,940	2,600	2,715	2,600	0	0.00
00-5-4901-3000 GENERAL/OFFICE SUPPLIES	146	70	82	100	59	100	0	0.00
00-5-4901-4100 INSURANCE AND BONDS	0	0	0	0	0	0	0	0.00
00-5-4901-4110 WORKERS' COMP INS	150	116	367	150	574	575	425	283.33
00-5-4901-4300 SUBSCRIPTIONS & MEMBERSHIPS	150	249	150	200	150	150	(50)	25.00-
00-5-4901-5200 NEW EQUIPMENT	211	1,032	588	200	0	200	0	0.00
00-5-4901-5300 EQUIPMENT RENTAL/LEASE	83	0	0	0	0	0	0	0.00
00-5-4901-5400 TF TO CAPITAL IMP	500	500	500	1,000	1,000	1,000	0	0.00
00-5-4901-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
TOTAL CABLE TELEVISION	13,106	21,356	24,466	25,186	19,375	26,127	941	3.74

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CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

30-GENERAL FUND
WITHHOLDINGS

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016		2017		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4950-4620 MEDICARE CONTRIBUTIONS	0	0	0	0	0	0	0	0.00
00-5-4950-4660 FICA CONTRIBUTIONS	0	0	0	0	0	0	0	0.00
00-5-4950-4665 FURLOUGH EXPENSE	0	0	0	0	0	0	0	0.00
00-5-4950-4700 EMPLOYEE INSURANCE CONTRIBUTIO	0	0	0	0	0	0	0	0.00
TOTAL WITHHOLDINGS	0	0	0	0	0	0	0	0.00

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CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
 TRANSFERS

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016		2017		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-4990-7010 PERMANENT TRANSFER OUT	3,098	3,529	0	0	0	0	0	0.00
00-5-4990-7200 BUDGET TF TO EDAP	24,608	27,376	28,899	30,251	30,251	32,999	2,748	9.08
00-5-4990-8210 TAX REIMBURSEMENT TO TOWNSHIP	1,434	1,434	545	0	398	136	136	0.00
TOTAL TRANSFERS	29,140	32,339	29,444	30,251	30,649	33,135	2,884	9.53

SE

CITY OF PAYNESVILLE
PROPOSED BUDGET REPORT
AS OF: AUGUST 31ST, 2016

00-GENERAL FUND
OTHER

EXPENDITURES	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	(------ 2016 -----)		(------ 2017 -----)		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
00-5-5000-8000 BOND PAYMENTS	213,300	204,550	208,800	192,915	168,500	267,000	74,085	38.40
00-5-5000-8001 TAX ABATEMENT PAYMENT	0	0	0	0	0	0	0	0.00
TOTAL OTHER	213,300	204,550	208,800	192,915	168,500	267,000	74,085	38.40
TOTAL EXPENDITURES	1,806,755	1,983,694	1,928,918	2,001,705	1,388,438	2,131,361	129,656	6.48
REVENUE OVER/ (UNDER) EXPENDITURES	39,732	(38,585)	47,076	(15,906)	(353,540)	(84,099)	(68,193)	

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

20-EDAP

EVENUES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
<u>DAP RECEIPTS</u>										
20-4-1805-0990 SALE OF FIXED ASSETS	305,677	32,738	0	0	0	0	0	0	0.00	
20-4-1805-1170 GRANT MONIES	0	0	0	0	0	0	0	0	0.00	
20-4-1805-3100 INTEREST INCOME ON INVESTMENTS	2,044	2,608	2,302	0	568	0	0	0	0.00	
20-4-1805-3110 CHANGE IN FAIR MARKET VALUE (1,768)	499	378	0	0	0	0	0	0.00	
20-4-1805-4073 REFUNDS/REIMBURSEMENTS	0	25,000	2,548	0	0	0	0	0	0.00	
20-4-1805-5240 DONATIONS	0	0	0	0	0	0	0	0	0.00	
20-4-1805-9610 TRANSFERS IN	27,706	27,376	28,899	30,251	30,251	32,999	2,748	9.08		
TOTAL EDAP RECEIPTS	333,660	88,221	34,127	30,251	30,819	32,999	2,748	9.08		
<u>MALL CITIES REVOLV LOAN</u>										
20-4-4902-1170 GRANT MONIES	18,773	11,422	16,000	0	0	0	0	0.00		
20-4-4902-1171 OWNERS SHARE	0	634	4,843	0	108	0	0	0.00		
20-4-4902-9610 TRANSFERS IN	0	0	3,311	0	0	0	0	0.00		
TOTAL SMALL CITIES REVOLV LOAN	18,773	12,056	24,154	0	108	0	0	0.00		
OTAL REVENUES	352,433	100,277	58,281	30,251	30,927	32,999	2,748	9.08		

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

20-EDAP
 DAP

EXPENDITURES	2013		2014		2015		2016		2017	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
20-5-4900-1000 SALARIES	13,121	15,405	13,931	17,263	8,400	17,724	461	2.67		
20-5-4900-1060 FICA WITHHOLDINGS	747	867	774	1,070	498	1,080	10	0.93		
20-5-4900-1070 PERA WITHHOLDINGS	948	1,030	1,039	1,294	666	1,306	12	0.93		
20-5-4900-1080 MEDICARE WITHHOLDINGS	174	202	181	250	116	253	3	1.20		
20-5-4900-1090 HEALTH INSURANCE	1,877	2,251	2,407	3,756	1,783	3,711	(45)	1.20-		
20-5-4900-1180 ENGINEERING	5,183	848	2,007	1,000	0	1,000	0	0.00		
20-5-4900-1300 PROFESSIONAL SERVICES (LEGAL)	1,932	1,456	2,651	2,000	389	1,000	(1,000)	50.00-		
20-5-4900-1310 PROFESSIONAL SERVICES (AUDIT)	1,045	1,160	1,195	1,160	1,125	1,200	40	3.45		
20-5-4900-1311 PROFESSIONAL SERVICES (GENERAL)	150	350	2,742	0	0	0	0	0.00		
20-5-4900-2000 POSTAGE	20	18	0	100	0	50	(50)	50.00-		
20-5-4900-2020 TELEPHONE	0	0	0	0	0	0	0	0.00		
20-5-4900-2100 PRINTING & PUBLISHING	1,404	735	778	900	550	800	(100)	11.11-		
20-5-4900-2101 ADVERTISING	0	1,200	0	0	180	600	600	0.00		
20-5-4900-2300 TRAVEL & SCHOOLS	274	0	0	0	0	0	0	0.00		
20-5-4900-2400 MAINTENANCE & REPAIR OF EQUIP	0	0	0	0	0	0	0	0.00		
20-5-4900-2900 CONTRACTUAL SERVICE	33,032	0	16,161	4,000	0	4,000	0	0.00		
20-5-4900-3000 GENERAL/OFFICE SUPPLIES	40	10	24	100	0	25	(75)	75.00-		
20-5-4900-4100 INSURANCE AND BONDS	0	0	0	0	0	0	0	0.00		
20-5-4900-4110 WORKERS' COMP INS	0	0	0	0	0	0	0	0.00		
20-5-4900-4300 SUBSCRIPTIONS & MEMBERSHIPS	0	200	250	250	0	250	0	0.00		
20-5-4900-4600 LICENSES & TAXES	0	0	0	0	0	0	0	0.00		
20-5-4900-5010 LAND	0	0	0	0	86,868	0	0	0.00		
20-5-4900-5200 NEW EQUIPMENT	1,297	0	0	0	0	0	0	0.00		
20-5-4900-7010 PERMANENT TRANSFER OUT	0	2,667	0	0	0	0	0	0.00		
20-5-4900-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00		
TOTAL EDAP	51,243	28,400	11,819	33,143	100,575	32,999	(144)	0.43-		

CITY OF PAYNESVILLE
 PROPOSED BUDGET REPORT
 AS OF: AUGUST 31ST, 2016

20-EDAP
 SMALL CITIES REVOLV LOAN

EXPENDITURES	2016		2017		2018		PERCENT VARIANCE	
	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET		
20-5-4902-1311 PROFESSIONAL SERVICES (GENERAL	0	3,170	19,323	0	12,630	0	0	0.00
20-5-4902-1313 LOANS PAYABLE	0	0	0	0	0	0	0	0.00
TOTAL SMALL CITIES REVOLV LOAN	0	3,170	19,323	0	12,630	0	0	0.00
TOTAL EXPENDITURES	61,243	31,570	31,142	33,143	113,205	32,999	(144)	0.43-
REVENUE OVER/(UNDER) EXPENDITURES	291,189	68,707	27,139	(2,892)	(82,278)	0	2,892	

INFORMATIONAL

September 2016 City Meeting Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Fire Meeting – 6 pm	2	3
4	5 Labor Day Holiday City Hall Closed	6 Budget – 4:45 pm	7 Policies & Procedures – 7 am	8	9	10
11	12 Public Works – 5 pm Council – 6 pm	13	14	15	16	17
18	19 Ad Hoc Counter – 4:30 pm Planning – 6 pm	20 EDAP – 7 am	21 Sp. Liquor Bd. – 6:15 pm	22 Wine Club – 7 pm	23	24
25	26 Council – 6 pm	27 Pub. Safety – 5 pm	28	29	30	

October 2016 Meeting Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Planning – 6 pm	4 Liquor – 6:15 pm Budget – 4:45 pm Sp. Airport Zoning – 5 pm	5 Cable – 6 pm	6 Park & Tree – Noon	7	8
9	10 Columbus Day Employee Safety Training Day Public Works – 5 pm Council – 6 pm	11	12	13	14	15
16	17 Safety – 4 pm Planning – 6 pm	18 EDAP – 7 am	19	20	21	22
23	24 Airport – 5 pm Council – 6 pm	25	26	27 Wine Club – 7 pm	28	29
30	31 Halloween					

LAW ENFORCEMENT CENTER

Number Of Calls Report by Department - Complaint (All Units)

Jurisdiction: LEC

First Date: 08/01/2016

Last Date: 08/31/2016

Department	Complaint	Number	
PPD			
	1021	PHONE CALL	8
	1050	ACCIDENT	3
	1056	INTOXICATED DRIVER	1
	1057D	DISRUPTIVE INTOXICATION	1
	911I	INTERFERING WITH A 911 CALL	1
	911O	911 OPEN LINE	1
	AL	ALARM	2
	ALMC	ALCOHOL MINOR CONSUMPTION	2
	ANI	ANIMAL COMPLAINT	1
	ASEX	SEXUAL ASSAULT	1
	ASLT	ASSAULT	1
	ASSTA	AGENCY ASSIST	18
	ASSTB	BUSINESS ASSIST	94
	ASSTP	PERSONAL ASSIST	13
	BURG	BURGLARY	1
	CC	CITIZEN CONTACT	9
	CUSTODY	CHILD CUSTODY DISPUTE	2
	DATA	DATA REQUEST	3
	DOG	DOG COMPLAINT/BARKING	2
	DRIVE	DRIVING COMPLAINT	3
	DUMP	ILLEGAL DUMPING COMPLAINT	2
	DUPLICATE	DUPLICATE ICR ERROR	1
	DWI	DRUNK DRIVER ARREST	4
	FINGERPRINT	FINGERPRINT	1
	FIREB	FIRE BUILDING	1
	FPATROL	FOOT PATROL	12
	FPROP	FOUND PROPERTY	3
	FUP	FOLLOW UP	7
	FWORKS	FIREWORKS COMPLAINT	1
	GUNSH	GUNSHOTS FIRED/HEARD	1
	HAR	HARASSMENT COMPLAINT	1
	INFO	MATTER OF INFORMATION	8
	MA	MOTORIST ASSIST	1
	MED	MEDICAL EMERGENCY	9
	MEETING	ATTEND MEETING	1
	NOISE	NOISE COMPLAINT	1
	NOPAY	NO PAY CUSTOMER	2
	PAPSV	PAPER SERVICE	2
	PARKV	PARKING VIOLATION	4
	PERC	CAB LICENSE	9
	PERG	GUN PERMIT	6
	POC	PREDATORY OFFENDER CHANGE OF I	2
	POR1	PREDATORY OFFENDER LEVEL 1 REGI	1
	SCHOOLP	SCHOOL PATROL	1
	SD	SPECIAL DETAIL	6
	SUICI	SUICIDE ATTEMPT IN PROGRESS	1
	SUSA	SUSPICIOUS ACTIVITY	3
	SUSP	SUSPICIOUS PERSON	5
	SUSV	SUSPICIOUS VEHICLE	5
	TEST	TEST RECORD	1

LAW ENFORCEMENT CENTER

Number Of Calls Report by Department - Complaint (All Units)

Jurisdiction: LEC

First Date: 08/01/2016

Last Date: 08/31/2016

Department	Complaint	Number
51 PPD		
	TRAFFIC STOP	211
	UNWAN	2
	VAND	1
	VANDV	2
	VDITCH	1
	VERB	3
	WARRANT	10
	WARRS	1
	WELF	3
	XPAT	1
Group Total:		504

Report Total: 504

A call with multiple Departments assigned will be counted in the group total for each of these Departments, therefore such calls will be counted more than once. For this reason, the total number of calls may not equal the sum of the group totals

a2

MONTH: August

YEAR: 2016

**POLICE
CALL OUT AND OVERTIME REPORT**

CITY OF PAYNESVILLE

DATE	TIME IN	TIME OUT	OVERTIME	OFFICER	REASON
8/8/2016	1830	2130	3	7103	Department Meeting
8/8/2016	1830	2130	3	7105	Department Meeting
8/8/2016	1830	2130	3	7102	Department Meeting
8/11/2016	1700	1730	.5	7103	Warrant Arrest- OCA 16301017
8/9/2016	0515	0700	2	7102	Call Out- Suspicious Person

Year to Date Total: 44.5 Hrs

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Vehicle Mileage Form

Month of August 2016

(Reading taken September 1, 2016)

Vehicle	July Ending Miles	August Ending Miles	Next Oil Change	Last Oil Change	Date Oil Changed	Miles Driven
101 Ford			125,046	122,046	11/24/2015	UNK
Squad 2 SUV	85,116	88,135	90,154	87,154	8/25/2016	3,019
Squad 1 SUV	25,762	28,883	31,623	28,623	8/30/2016	3,121

Year to Date Mileage: 39,869

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Jennifer Welling

From: Renee Eckerly
Sent: Thursday, August 25, 2016 8:08 PM
To: Jeff Thompson; Ron Mergen; Jennifer Welling
Subject: Fwd: Thank You for being a host city!

Sent from my Verizon Samsung Galaxy smartphone

----- Original message -----

From: Carrie Clauson <carrie.clauson@mrwa.com>
Date: 8/24/16 3:36 PM (GMT-06:00)
To: Renee Eckerly <Renee@paynesvillemn.com>
Subject: Thank You for being a host city!

Mayor Jeff Thompson

City of Paynesville

Mayor Thompson

The Minnesota Rural Water Association would like to thank you and the Paynesville City Council for allowing us to sponsor a training session on August 17, 2016 in your community. There were 44 people in attendance at the *Wastewater Operation & Maintenance Training Session*.

We would like to express our appreciation to the city staff for all their help in preparing for these water and wastewater training sessions. Thanks for your hospitality and for your great dedication to the water and wastewater industry!

Sincerely,

CS

Tim Hagemeyer

Wastewater Technician

Minnesota Rural Water Association

800-367-6792

www.mrwa.com

and



Carrie Clauson

Administrative Assistant

(800)367-6792

www.mrwa.com

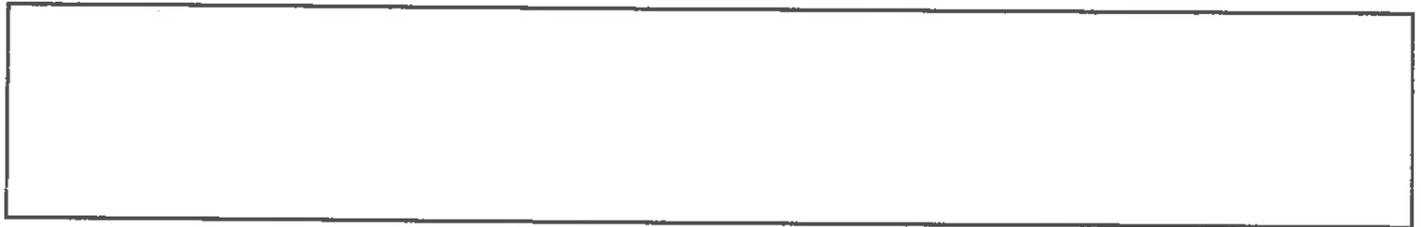
Jennifer Welling

From: Renee Eckerly
Sent: Monday, September 05, 2016 7:55 AM
To: Jennifer Welling
Subject: FW: Starry stonewort confirmed in three more lakes

Please put as informational on the next Council agenda.

Renee Eckerly
City Administrator – Economic Development Director
221 Washburne Avenue
Paynesville MN 56362
(320) 243-3714 ext. 227

From: MN Department of Natural Resources [mailto:dnr.updates@updates.mndnr.gov]
Sent: Friday, September 02, 2016 11:44 AM
To: Renee Eckerly
Subject: Starry stonewort confirmed in three more lakes



DNR NEWS – FOR IMMEDIATE RELEASE
2016

Sept. 2,

Lake Winnibigoshish, Rice Lake, Moose Lake starry stonewort confirmations may provide new clues

Starry stonewort, an invasive species of macro algae, has been confirmed in Lake Winnibigoshish in Itasca and Cass counties, Moose Lake in Beltrami County and Rice Lake in Stearns County.

According to the Minnesota Department of Natural Resources, a resort owner on Moose Lake said he noticed a dense growth in the same area of the lake for several years. DNR invasive species specialists said the extent of the spread and depth of starry stonewort in Lake Winnibigoshish indicate it has also been there for several years. Rice Lake is connected to Lake Koronis and Mud Lake, where starry stonewort was first confirmed in Minnesota in August 2015.

“Since it was first confirmed in Minnesota, people are becoming more aware of how to identify starry stonewort and are bringing it to our attention,” said Heidi Wolf, DNR invasive species unit supervisor. “It is important for people to contact the DNR if they suspect they’ve found starry stonewort or any other aquatic invasive species.”

Lake Winnibigoshish is a popular 88-square-mile lake that is fed by and also flows into the Mississippi River. The DNR is investigating whether starry stonewort has spread into the river and

other downstream lakes.

DNR invasive species specialists have confirmed starry stonewort extensively along the western and northwestern shores of Lake Winnibigoshish, including a public access. Because the infestation is widespread, current treatment options are limited, with efforts focusing on preventing spread within the lake and to other lakes.

Moose Lake is the fourth Beltrami County lake in which starry stonewort has been confirmed. Dense mats of starry stonewort are present across a wide range of the lake. Infestation is extensive, limiting current treatment options and putting the focus on preventing spread within the lake and to other lakes.

DNR invasive species specialists confirmed starry stonewort around the southwest public access of Rice Lake. A more extensive search is being conducted to determine the extent of the infestation and potential for treatment.

The new findings and details are consistent with some of the challenges in identifying starry stonewort. The DNR has recently investigated reports of starry stonewort that have turned out to be false.

“The telltale star-shaped bulbils for which it is named typically don’t appear until late in the season,” said DNR invasive species specialist Tim Plude. “If people see it in June or July, they’ll see what looks like heavy weed growth, and the bulbils aren’t easily visible until later in the year. They typically emerge in August and into the fall, which is why these new cases are being found now and why it’s a good time for everyone to look for it.”

DNR staff are collaborating with partners on an extensive, coordinated expansion of the search for starry stonewort. Meanwhile, aggressive treatment of isolated infestations on Turtle Lake and Upper Red Lake began last week, and treatment options are being discussed for Cass Lake, also in Beltrami County.

Starry stonewort are grass-like macro algae that may produce dense mats, which could interfere with use of the lake. The invasive algae also may choke out native plants. It is typically spread by lake users who transport fragments of the plant from an infested body of water.

These new infestations remind boaters and anglers to follow Minnesota laws to prevent the spread of aquatic invasive species:

- Clean aquatic plants and animals from watercraft, along with mud and debris, which may carry starry stonewort bulbils.
- Drain all water by removing drain plugs and keep drain plugs out while transporting watercraft.
- Dispose of unwanted bait in the trash.

More information about aquatic invasive species and how to report them is available at www.mndnr.gov/ais.

Minnesota Department of Natural Resources
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