

**BUDGET & FINANCE COMMITTEE  
CONFERENCE ROOM  
OCTOBER 17, 2011  
5:30 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
  - A. Minutes (page 1)
- III. NEW BUSINESS
- IV. OLD BUSINESS
  - A. Discuss 2012 Budget
    - Open Issues:
      - 1. Re-Hiring 1 Seasonal Part-time Worker
  - B. Water & Sewer Rates & Budget (page 4)
  - C. New Computers (page 35)
- V. INFORMATIONAL
- VI. ADJOURN

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

**Voting Members: Jean Soine, Belinda Ludwig, Kirk Johnson, Dennis Zimmerman, and Renee Eckerly.**

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

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

---

## REQUEST FOR COMMITTEE/COUNCIL ACTION

**COMMITTEE/COUNCIL NAME:** Budget & Finance Committee

Committee/Council Meeting Date: October 17, 2011

Agenda Section: Consent Agenda

Originating Department: Administration

Item Number: III - A

**ITEM DESCRIPTION:** Minutes

Prepared by: Staff

**COMMENTS:**

Please review the attached minutes from the May 9, 2011 and September 12, 2011 Budget & Finance Committee meetings.

**ADMINISTRATOR COMMENTS:**

The minutes from the May meeting will be emailed prior to the meeting or distributed at the meeting.

**COMMITTEE/COUNCIL ACTION:**

Motion to approve the minutes from the May 9, 2011 and September 12, 2011 Budget & Finance Committee meetings.

**MINUTES  
BUDGET & FINANCE COMMITTEE**

**SEPTEMBER 12, 2011**

Jean Soine called the meeting to order at 5:30 p.m. Other members present were Dennis Zimmerman, Belinda Ludwig, Kirk Johnson and Renee Eckerly. Ron Mergen and Kent Kortlever were also in attendance.

Eckerly reported that the motion by Zimmerman seconded by Johnson to approve the 2012 preliminary budget and send to the City Council needs to be added to the minutes.

**Motion was made by Zimmerman to approve the minutes of the August 8, 2011, Budget & Finance Committee meeting with the correction added. Seconded by Ludwig and unanimously carried.**

May 9, 2011 meeting minutes remain outstanding.

**2012 BUDGET – OPEN ISSUES**

**Pay Increase for Part-time Seasonal Workers** – Mergen discussed putting this group of employees on a pay scale. The Committee discussed the effects on other employees especially with the recent lay-offs. The Committee does not want to give the raises in 2012 since the budget is close to being set, but to review again for the 2013 budget.

**Re-hiring 1 Seasonal Part-time Worker** – Mergen reported that the 2012 Water/Sewer budgets going to the Public Works Committee on Wednesday include an additional part-time employee. The Committee talked about doing time management study to see what the guys are doing in an 8 hour day. Eckerly commented that she is researching software that will compile the data. Johnson stated they use a paper form at the hospital. Kortlever commented that the Police Officers have done this for years on each shift. It was recommended to get the form from Kortlever and do the study on paper to analyze what employees are doing. There is a need to justify rehiring the part time person. The Committee discussed the library bushes and trees that need trimming by the air conditioning unit. Mergen reported that the Hwy 23 project is starting to become a big issue for the Public Works Department with locates by the irrigators. The Committee would like to see the feedback from the Public Works Committee when the budgets come to Budget & Finance in October for review.

**Police Transcription** – The Committee reviewed an email from Bill Spooner, City Attorney detailing the criteria that needs to be met to be contract labor. Doreen Dickey would have to take transcription files off site and have her own equipment and set her own hours. Kortlever requested if he could use the surplus funds to pay overtime to current staff in emergency situations to keep the transcription completed. Johnson discussed how the hospital handles transcription. The Committee felt it wouldn't be difficult for Dickey to meet the criteria as an independent contractor or could the City utilize another source that works with the hospital. Eckerly reported that they did purchase an additional pedal and headset and loaded the software on another computer so multiple people could work on the files at the same time. The Committee discussed if voice recognition software was an option. The Committee discussed setting a fee per line, since Microsoft Word can adjust for the per line on a page. Kortlever is to do more research

and bring back to the Committee with costs to see what can be done. The Committee wants to see how this process works for a while before adding money to the 2012 budget to continue.

**Squad Car in 2012** – Kortlever reported that he has the money in his Capital Improvement fund to purchase the vehicle. He would obtain bids this fall for approval by Council. Some of the equipment would not be transferable to the new car from the Crown Victoria. The Crown Victoria is no longer an option to purchase. Kortlever is researching a Ford Taurus because of the all wheel drive and then maybe he could eliminate the Ford Explorer. Squad cars currently get 12 – 13 miles per gallon. The Committee discussed other vehicle models and SUV's that might be an option. Kortlever will do some further research.

**TASC Flex Spending** – Eckerly reported that the City is spending about \$714.74 a year to have this processed in house. Eckerly did get a quote from AFLAC to administer and it was approximately \$1,100.00. The current amount of \$360.00 a year is still in the budget.

**Payroll Days** – Eckerly reported that the pay week has been changed and seems to be going fine.

#### **COALITION OF GREATER MINNESOTA (CGMC) DUES**

Eckerly reported that the City has looked into becoming a member before and a representative came and spoke to the City Council. The Committee discussed and feels the City has other organizations that it relies on; therefore, is not interested in the membership.

#### **COPY MACHINE LEASE**

This was added to the agenda. The Committee discussed the copy machine lease.

There being no further business, the meeting was adjourned at 6:35 p.m.

**2012 PROPOSED WATER & SEWER RATES**

WATER RATES		
	2011	2012
Flat	\$ 17.00	\$ 19.00
Multi Units	\$ 12.75	\$ 14.25
Bulk 2,001-99,999	\$ 2.34	\$ 2.48
Bulk 100,000-500,000	\$ 2.29	\$ 2.43
Bulk over 500,000	\$ 2.28	\$ 2.42

We are proposing a \$.14 increase in the bulk water rate and a \$2.00 increase in the base rate for 2012.  
 We are proposing an increase to \$800.00 for water hook up charges  
 Projected 2014 Water Plant rehab.

SEWER RATES		
	2011	2012
Flat	\$ 18.00	\$ 21.00
Multi User	\$ 13.50	\$ 15.75
Bulk	\$ 2.27	\$ 2.47

We are proposing a \$.20 increase in the bulk sewer rate and a \$3.00 increase in the base rate for 2012.  
 We are proposing an increase to \$1,000.00 for sewer hook up charges  
 AMPI polisher and Wasterwater Facility upgrade.

**Homeowner Based on 17,000 gallons**

Old Actual Bills

Proposed-\$.14 increase in bulk water rate  
 \$.20 increase in bulk sewer rate

Water	\$ 52.10	\$ 56.20
Sewer	\$ 52.05	\$ 58.05
Total	\$ 104.15	\$ 114.25

Difference: \$10.10 per quarter or \$3.37 per month

**Industry Based on 500,000 gallons**

Old Actual Bills

Proposed-\$.14 increase in bulk water rate  
 \$.20 increase in bulk sewer rate

Water	\$ 1,162.32	\$ 1,234.04
Sewer	\$ 1,148.46	\$ 1,251.06
Total	\$ 2,310.78	\$ 2,485.10

Difference: \$174.32 per quarter or \$58.11 per month

**AMPI Based on 6.0 MG Water/10.0 MG Sewer**

Old Actual Bills

Proposed-\$.14 increase in bulk water rate  
 \$.20 increase in bulk sewer rate

Water	\$ 13,680.00	\$ 14,520.00
Sewer	\$ 22,700.00	\$ 24,700.00
Total	\$ 36,380.00	\$ 39,220.00

4

**2011 PROPOSED WATER & SEWER RATES**

SEWER RATES						
	2010	2011	2012	2013	2014	2015
Flat	\$ 16.00	\$ 18.00	\$ 21.00	\$ 24.00	\$ 27.00	\$ 30.00
Multi User	\$ 12.00	\$ 13.50	\$ 15.75	\$ 18.00	\$ 20.25	\$ 22.50
Bulk	\$ 2.17	\$ 2.27	\$ 2.51	\$ 2.75	\$ 2.99	\$ 3.24

We are proposing a \$.10 increase in the bulk sewer rate and a \$2.00 increase in the base rate for 2011. 2012-2015 are projected increases for WW Plant and a 3% annual increase.

WATER RATES				
	2010	2011	2012	2013
Flat	\$ 15.00	\$ 17.00	\$ 19.00	\$ 21.00
Multi Units	\$ 11.25	\$ 12.75	\$ 14.25	\$ 15.75
Bulk 2,001-99,999	\$ 2.17	\$ 2.34	\$ 2.65	\$ 2.96
Bulk 100,000-500,000	\$ 2.12	\$ 2.29	\$ 2.60	\$ 2.91
Bulk over 500,000	\$ 2.11	\$ 2.28	\$ 2.59	\$ 2.90

We are proposing a \$.17 increase in the bulk water rate and a \$2.00 increase in the base rate for 2011. 2012-2013 are projected increases for WW Plant Rehab and a 3% annual increase.

**Homeowner Based on 17,000 gallons**

Old Actual Bills

Proposed-\$.17 increase in bulk water rate  
\$.10 increase in bulk sewer rate

Water	\$ 47.55	\$ 52.10
Sewer	\$ <u>48.55</u>	\$ <u>52.05</u>
Total	\$ 96.10	\$ 104.15

Difference: \$8.05 per quarter or \$2.68 per month

**Industry Based on 500,000 gallons**

Old Actual Bills

Proposed-\$.17 increase in bulk water rate  
\$.10 increase in bulk sewer rate

Water	\$ 1,075.66	\$ 1,162.32
Sewer	\$ <u>1,096.66</u>	\$ <u>1,148.46</u>
Total	\$ 2,172.32	\$ 2,310.78

Difference: \$138.46 per quarter or \$46.15 per month

**AMPI Based on 6.0 MG Water/10.0 MG Sewer**

Old Actual Bills

Proposed-\$.17 increase in bulk water rate  
\$.10 increase in bulk sewer rate

Water	\$ 12,660.00	\$ 13,680.00
Sewer	\$ <u>21,700.00</u>	\$ <u>22,700.00</u>
Total	\$ 34,360.00	\$ 36,380.00

Difference: \$2,020.00 per month

Difference: \$2,840.00 per month

RATE COMPARISONS				
	WATER		SEWER	
	QUARTERLY		QUARTERLY	
CITY	FLAT RATE	BULK	FLAT RATE	BULK
Avon	\$ 30.00	\$ 2.59	\$ 32.10	\$ 4.25
Cold Spring	\$ 12.00	\$ 1.50	\$ 27.00	\$ 3.50
Melrose	\$ 30.00	\$ 1.59	\$ 53.46	\$ 2.44
Paynesville	\$ 17.00	\$ 2.34	\$ 18.00	\$ 2.27
Sauk Centre	\$ 32.52	\$ 2.94	\$ 19.53	\$ 6.13
New London	\$ 40.80	\$ 5.90	\$ 61.20	\$ 11.35
Eden Valley	\$ 21.00	\$ 7.05	\$ 18.00	\$ 3.25
Richmond	\$ 30.00	\$ 2.80	\$ 21.75	\$ 8.28
Watkins	\$ 21.00	\$ 7.05	\$ 30.00	\$ 11.83

WATER/SEWER CONNECT FEE COMPARISON					
CITY	CONNECT FEE			TRUNK FEE	
	WATER	METER FEE	SEWER	WATER	SEWER
Avon	\$ 1,140.00	\$ 350.00	\$ 4,260.00	Do Not Charge	
Cold Spring	\$ 1,400.00	\$ 245.00	\$ 4,200.00	Do Not Charge	
Melrose	\$ 905.00	\$ 248.00	\$ 1,141.00	Do Not Charge	
Paynesville	\$ 440.00	\$ 215.00	\$ 560.00	\$1,390/acre	\$1,270/acre
Sauk Centre	\$ 1,092.73		\$ 1,639.09	Do Not Charge	
New London	\$ 1,500.00	\$ 200.00	\$ 1,500.00	Do Not Charge	
Eden Valley	\$ 1,000.00		\$ 1,000.00	Do Not Charge	
Richmond	\$ 2,275.00		\$ 4,950.00	Do Not Charge	
Watkins	\$ 1,000.00		\$ 1,000.00	Do Not Charge	

CITY OF PAYNESVILLE RATE INCREASE HISTORY				
YEAR	WATER		SEWER	
	flat rate	bulk rate	flat rate	bulk rate
2011	\$ 2.00	\$ 0.17	\$ 2.00	\$ 0.10
2010	\$ 0.50	\$ 0.08		\$ 0.05
2009		\$ 0.06		\$ 0.03
2008		\$ 0.10		\$ 0.10
2007		\$ 0.10		\$ 0.10
2006	\$ 0.87	\$ 0.10	\$ 0.02	\$ -
2005		\$ 0.11		\$ 0.08
2004		\$ 0.11		\$ -
2003		\$ 0.05		\$ 0.02
2002		\$ 0.05		\$ 0.05
2001		\$ -		\$ 0.02

1 Gallon of gas \$3.69  
 1 Gallon of milk \$3.49  
 Average monthly elec bill \$110.00  
 Average monthly gas bill \$75.00  
 Average monthly cable bill \$50.00

6

**WATER LOSS REPORT**

Quarter	City Water Sold	City Water Pumped	% Loss
1st	\$ 36,930,000	\$ 45,052,000	18.0%
2nd	\$ 42,266,000	\$ 48,185,000	12.3%
2 qtrs/2011	\$ 79,196,000	\$ 93,237,000	15.1%
<b>Previous Years Totals</b>			
2010	\$ 169,329,000	\$ 191,288,000	11.5%
2009	\$ 169,119,000	\$ 186,094,000	9.1%
2008	\$ 160,667,000	\$ 174,154,000	7.7%
2007	\$ 174,309,000	\$ 188,067,000	7.3%
2006	\$ 167,632,000	\$ 183,376,000	8.6%
2005	\$ 177,680,000	\$ 192,445,000	7.7%
2004	\$ 173,812,000	\$ 195,327,000	11.0%
2003	\$ 164,485,000	\$ 198,328,000	17.1% **
2002	\$ 178,910,000	\$ 196,881,000	9.1%
2001	\$ 186,846,000	\$ 210,719,000	11.3%
2000	\$ 184,264,000	\$ 203,885,000	9.6%
1999	\$ 182,310,000	\$ 217,549,000	16.2%
** Not accurate due to tower being down			

**SEWER LOSS REPORT**

Quarter	City Sewer Sold	City Sewer Pumped	% Loss
1st	\$ 49,901,000	\$ 69,450,000	28.1%
2nd	\$ 55,821,000	\$ 76,846,000	27.4%
2 qtrs/2011	\$ 105,722,000	\$ 146,296,000	27.7%
<b>Previous Years Totals</b>			
2010	\$ 208,899,000	\$ 279,093,000	25.1%
2009	\$ 208,877,000	\$ 270,674,000	22.8%
2008	\$ 202,626,000	\$ 252,363,000	19.7%
2007	\$ 199,518,000	\$ 238,460,000	16.3%
2006	\$ 195,688,000	\$ 233,496,000	16.2%
2005	\$ 205,837,000	\$ 236,474,000	13.0%
2004	\$ 199,635,000	\$ 216,942,000	8.0%
2003	\$ 190,584,000	\$ 223,715,000	14.8%
2002	\$ 206,277,000	\$ 244,044,000	15.5%
2001	\$ 203,226,000	\$ 231,043,000	12.0%
2000	\$ 199,995,000	\$ 214,016,000	6.6%
1999	\$ 192,896,000	\$ 217,451,000	11.3%

7



**PROJECTED REVENUE WATER**

Proposed			Budgeted
Flat Rate	\$ 19.00	\$ 72,428.00	Expenses
Multi Users	\$ 14.25	\$ 15,732.00	
Bulk 75MG @	\$ 2.48	\$ 186,000.00	
Bulk 100,000-500,000 30MG	\$ 2.43	\$ 72,900.00	\$ 592,435.00
Bulk over 500,000 65MG @	\$ 2.42	\$ 157,300.00	\$ (78,583.00)
Interest Income		\$ 11,000.00	
Total		\$ 515,360.00	\$ 513,852.00

depreciation

**PROJECTED REVENUE SEWER**

Proposed			Budgeted
Flat Rate	\$ 21.00	\$ 80,052.00	Expenses
Multi Users	\$ 15.75	\$ 17,388.00	
Bulk 200MG @	\$ 2.47	\$ 494,000.00	
Irrigation		\$ 78,400.00	
Interest Income		\$ 11,000.00	\$ 1,062,654.00
AMPI			\$ (327,189.00)
Pretreatment Utility Charge		\$ 57,600.00	
Total		\$ 738,440.00	\$ 735,465.00

depreciation

Cash Balances as of July 2011

Water Fund	\$ 352,521.00
Water Equipment Replacement Fund	\$ 512,271.00
Sewer Fund	\$ 487,099.00
Sewer Equipment Replacement Fund	\$ 514,207.00
Water Capital Improvement	\$ 689,141.00
Sewer Capital Improvement	\$ 334,402.00
Preareation Replacement Fund	\$ 317,250.00

**TOTAL IRRIGATION PER YEAR  
AT DESIGN FLOW OF .887 - 323.76 MG PER YEAR**

**ACTUAL INCHES**

					4 Year	Running
<u>Pivot #</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>Average</u>	<u>Average</u>
2	8.31	7.67	7.26	1.00	6.06	6.29
3	7.01	5.04	2.63	0.04	3.68	4.11
6	10.30	5.49	11.57	1.28	7.16	7.58
8	7.16	8.38	18.75	5.84	10.03	9.95
11	10.15	9.66	5.91	1.80	6.88	6.17
12	10.88	13.60	12.62	6.04	10.79	10.05
14	13.77	14.24	9.42	1.29	9.68	12.72
15	9.73	10.82	9.16	1.05	7.69	8.85
15C	2.86	5.69	2.65	4.26	3.87	8.08
17C	7.57	12.28	13.71	21.31	13.72	13.70
19A			9.72	1.96	5.84	9.72
19B			25.07	7.05	16.06	25.07
20	12.94	17.34	9.84	3.71	10.96	10.44
20	6.70	12.97	6.66	1.96	7.07	7.71
21			6.23	0.80	3.52	6.23
				as of 7/31		

	Total	
	Gallons	Yearly
<u>Year</u>	<u>Irrigated</u>	<u>Rainfall</u>
1991	287.30	38.12
1992	204.10	18.94
1993	307.50*	36.86
1994	252.90	23.51
1995	278.11	33.27
1996	225.36	14.28
1997	251.05	25.81
1998	202.29	24.67
1999	225.18	21.65
2000	161.84	17.02
2001	259.94	21.01
2002	258.12	34.22
2003	223.22	21.96
2004	215.89	27.62
2005	275.57	31.98
2006	233.60	17.62
2007	250.66	11.84
2008	232.51	20.57
2009	296.40	23.35
2010	283.49	24.30
2011	127.04	

\*40 m.g. discharged

AS OF JULY 2011

9

**2011 AGREEMENTS FOR IRRIGATION**

NAME	PIVOT #	# OF		TOTAL \$
		ACRES	CHARGE/ACRE	AMOUNT
Larry Rien	2	22	\$ 30.00	\$ 660.00
Dave Ampe	2*	40	\$ 231.00	\$ 9,240.00
Dave Ampe	3*	39	\$ 231.00	\$ 9,009.00
Bill Taunton	3	105	\$ 30.00	\$ 3,150.00
Bill Taunton	11	65	\$ 30.00	\$ 1,950.00
Bill Taunton	6	69	\$ 30.00	\$ 2,070.00
Bill Taunton	8	85	\$ 30.00	\$ 2,550.00
Art Voss	11	33	\$ 30.00	\$ 990.00
Art Voss	12	40	\$ 30.00	\$ 1,200.00
City of Paynesville				
Renter: Dave Ampe	2	33.5	\$ 231.00	\$ 7,738.50
City of Paynesville				
Renter: Jack Hennen	17N	140	\$ 35.00	\$ 4,900.00
City of Paynesville				
Renter: Steve Gottwald	14N*	70	\$ 155.00	\$ 10,850.00
City of Paynesville				
Renter: Steve Gottwald	15N	80	\$ 35.00	\$ 2,800.00
City of Paynesville	20N	78	\$ 155.00	\$ 12,090.00
Jack Hennen	20N	45	\$ 30.00	\$ 1,350.00
Stephen Gottwald	14N	65	\$ 30.00	\$ 1,950.00
Stephen Gottwald	15N	52	\$ 30.00	\$ 1,560.00
Miller/Stanis	19N	18	\$ -	\$ -
Miller/Stanis	20N	20	\$ -	\$ -
Miller/Stanis	21N	57	\$ 30.00	\$ 1,710.00
Wettels	19N	26	\$ 30.00	\$ 780.00
Buermann	21N	64	\$ 30.00	\$ 1,920.00
<b>TOTALS</b>				<b>\$ 78,467.50</b>

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

.0-WATER FUND

REVENUES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
<u>WATER RECEIPTS</u>								
.0-4-3720-0450 WA CONNECTION/TRUNK FEES	4,944	4,023	18,697	0	2,705	0	0	0.00
.0-4-3720-2103 METERED CONSUMER SALES	371,955	398,307	413,627	471,280	228,484	504,360	33,080	7.02
.0-4-3720-2110 WATER PURCHASED IN BULK	231	641	1,093	0	493	0	0	0.00
.0-4-3720-2150 SALES TAX RECEIPTS	8,820	9,717	10,607	0	6,069	0	0	0.00
.0-4-3720-2810 NEW WATER METERS	1,864	1,699	810	0	1,016	0	0	0.00
.0-4-3720-3100 INTEREST INCOME ON INVESTMENTS	18,332	17,627	15,161	13,000	7,784	11,000	( 2,000)	15.38-
.0-4-3720-3110 CHANGE IN FAIR MARKET VALUE	263	3,343	411	0	0	0	0	0.00
.0-4-3720-4030 CONTRIBUTION REVENUE	0	0	0	0	0	0	0	0.00
.0-4-3720-4031 WATER FESTIVAL DONATION	0	600	500	0	500	0	0	0.00
.0-4-3720-4050 OTHER MISCELLANEOUS INCOME	280	133	143	0	4,270	0	0	0.00
.0-4-3720-5110 SPECIAL ASSESSMENTS FROM MUNI	0	0	0	0	0	0	0	0.00
.0-4-3720-5320 SPECIAL ASSESSMENTS FROM COUNT	2,816	( 890)	1,876	0	1,501	0	0	0.00
TOTAL WATER RECEIPTS	409,506	435,198	462,926	484,280	252,821	515,360	31,080	6.42
TOTAL REVENUES	409,506	435,198	462,926	484,280	252,821	515,360	31,080	6.42

11

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

WATER FUND  
 PRICE OF SUPPLIES - WELL

EXPENDITURES	2011		2012		2012		PERCENT VARIANCE	
	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET		VARIANCE
J-5-4821-1320 PROFESSIONAL SERVICES (TESTING	217	65	225	200	0	200	0	0.00
J-5-4821-2200 UTILITIES	17,331	19,643	13,692	19,500	11,209	19,500	0	0.00
J-5-4821-2400 MAINTENANCE & REPAIR OF EQUIP	3,799	967	4,790	10,000	0	10,000	0	0.00
J-5-4821-2500 MAINTENANCE & REPAIR OF BLDG	0	408	38	500	62	500	0	0.00
J-5-4821-3000 GENERAL/OFFICE SUPPLIES	8	108	71	200	73	200	0	0.00
J-5-4821-4600 LICENSES & TAXES	0	0	0	0	0	0	0	0.00
<b>TOTAL SOURCE OF SUPPLIES - WELL</b>	<b>21,356</b>	<b>21,190</b>	<b>18,815</b>	<b>30,400</b>	<b>11,344</b>	<b>30,400</b>	<b>0</b>	<b>0.00</b>

4821-2200 UTILITIES CURRENT YEAR NOTES:  
 Ron 8/15 This year is low due to low water usage, high rain fall.  
 Also wells 3 & 8 VFD

4821-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:  
 Ron 8/15 Well repairs

4821-2500 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:  
 Ron 8/15 Well house 3

12

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

0-WATER FUND  
 PURIFICATION

EXPENDITURES	2011			2012			PERCENT VARIANCE	
	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET		VARIANCE
0-5-4823-1320 PROFESSIONAL SERVICES (TESTING	180	164	310	300	288	300	0	0.00
0-5-4823-2200 UTILITIES	17,930	19,600	14,851	19,500	13,077	19,500	0	0.00
0-5-4823-2400 MAINTENANCE & REPAIR OF EQUIP	2,484	951	1,194	2,500	583	2,500	0	0.00
0-5-4823-3000 GENERAL/OFFICE SUPPLIES	322	368	209	350	187	350	0	0.00
0-5-4823-3010 PLANT CHEMICALS	6,334	8,388	9,105	8,500	4,829	9,000	500	5.88
0-5-4823-3811 UNIFORMS	0	0	75	0	74	0	0	0.00
0-5-4823-5200 NEW EQUIPMENT	0	0	257	2,000	0	2,000	0	0.00
<b>TOTAL PURIFICATION</b>	<b>27,250</b>	<b>29,472</b>	<b>26,001</b>	<b>33,150</b>	<b>19,038</b>	<b>33,650</b>	<b>500</b>	<b>1.51</b>

- 4823-1320 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:  
testing reagents & equipment
- 4823-2200 UTILITIES CURRENT YEAR NOTES:  
Ron 8/15 Down a little due to low water use.
- 4823-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:  
Ron 8/15 Water plant equipment, heaters, chemical injectors, pumps etc.
- 4823-3010 PLANT CHEMICALS CURRENT YEAR NOTES:  
Ron,8/15 we changed vendors from DPC to Hawkins, lower cost.
- 4823-3811 UNIFORMS CURRENT YEAR NOTES:  
Ron 8/15 uniforms are under 4825 Admin.
- 4823-5200 NEW EQUIPMENT CURRENT YEAR NOTES:  
Ron 8/15 We may need new injectors

13

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

)-WATER FUND  
 )TRIBUTION

EXPENDITURES	2008		2009		2010		2011		2012	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
)-5-4824-1320 PROFESSIONAL SERVICES (TESTING	374	929	306	500	324	500	0	0.00		
)-5-4824-2400 MAINTENANCE & REPAIR OF EQUIP	5,608	3,446	5,352	10,000	10,212	11,000	1,000	10.00		
)-5-4824-2900 CONTRACTUAL SERVICE	0	0	1,600	1,600	1,700	1,750	150	9.38		
)-5-4824-3000 GENERAL/OFFICE SUPPLIES	1,299	873	1,311	1,500	604	1,500	0	0.00		
)-5-4824-5200 NEW EQUIPMENT	6,142	1,118	4,874	5,000	1,813	5,000	0	0.00		
<b>TOTAL DISTRIBUTION</b>	<b>13,423</b>	<b>6,367</b>	<b>13,442</b>	<b>18,600</b>	<b>14,652</b>	<b>19,750</b>	<b>1,150</b>	<b>6.18</b>		

- 4824-1320 PROFESSIONAL SERVICES (CURRENT YEAR NOTES:  
 Ron 8/15 Bac-t & fluoride sampling in the distribution system
- 4824-2400 MAINTENANCE & REPAIR OF CURRENT YEAR NOTES:  
 Ron 8/15 Water leaks
- 4824-2900 CONTRACTUAL SERVICE CURRENT YEAR NOTES:  
 Ron 8/15 Water leak survey
- 4824-3000 GENERAL/OFFICE SUPPLIES CURRENT YEAR NOTES:  
 Ron 8/15 Gopher st one and general supplies
- 4824-5200 NEW EQUIPMENT CURRENT YEAR NOTES:  
 Ron 8/15 meters, valves, hydrants, distribution items

14

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

0-WATER FUND  
MINISTRATION AND GENERA

PENDITURES	(----- 2011 -----)				(----- 2012 -----)			
	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
0-5-4825-1000 SALARIES	47,042	48,558	47,483	48,641	29,253	52,941	4,300	8.84
0-5-4825-1060 FICA WITHHOLDINGS	2,852	2,753	2,627	3,016	1,710	3,282	267	8.84
0-5-4825-1070 PERA WITHHOLDINGS	3,182	3,230	3,212	3,526	2,185	3,668	142	4.02
0-5-4825-1080 MEDICARE WITHHOLDINGS	667	644	614	705	400	768	62	8.84
0-5-4825-1090 HEALTH INSURANCE	7,093	7,367	7,431	7,493	5,249	8,418	925	12.35
0-5-4825-1180 ENGINEERING	2,470	0	0	1,500	0	1,500	0	0.00
0-5-4825-1290 PROFESSIONAL SERVICES (SAFETY)	860	860	1,250	1,200	0	1,200	0	0.00
0-5-4825-1300 PROFESSIONAL SERVICES (LEGAL)	528	218	243	1,000	25	1,000	0	0.00
0-5-4825-1310 PROFESSIONAL SERVICES (AUDIT)	4,590	5,240	4,630	5,000	3,903	5,000	0	0.00
0-5-4825-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	85	0	0	0	0	0.00
0-5-4825-2000 POSTAGE	879	986	994	1,000	619	1,050	50	5.00
0-5-4825-2020 TELEPHONE	1,458	1,895	2,086	2,500	1,352	2,500	0	0.00
0-5-4825-2100 PRINTING & PUBLISHING	1,280	1,212	1,035	1,400	571	1,400	0	0.00
0-5-4825-2300 TRAVEL & SCHOOLS	482	100	234	1,250	190	1,250	0	0.00
0-5-4825-2400 MAINTENANCE & REPAIR OF EQUIP	3,005	4,096	4,314	4,250	2,948	4,500	250	5.88
0-5-4825-3000 GENERAL/OFFICE SUPPLIES	1,884	578	779	2,000	16	2,400	400	20.00
0-5-4825-3300 MOTOR FUELS & LUBRICANTS	2,758	979	3,279	3,500	1,385	3,500	0	0.00
0-5-4825-3811 UNIFORMS	834	1,154	1,538	1,100	748	1,100	0	0.00
0-5-4825-4100 INSURANCE AND BONDS	5,974	6,300	5,580	6,750	0	6,950	200	2.96
10-5-4825-4110 WORKERS' COMP INS	3,575	4,052	3,828	5,168	3,637	4,982	( 186)	3.60-
10-5-4825-4300 SUBSCRIPTIONS AND MEMBERSHIPS	0	0	0	0	510	600	600	0.00
10-5-4825-4590 LICENSES & PERMITS	1,655	2,634	29	2,500	1,422	2,000	( 500)	20.00-
10-5-4825-5060 NEW BUILDINGS AND STRUCTURES	0	0	0	0	0	0	0	0.00
10-5-4825-5300 EQUIPMENT RENTAL/LEASE	0	175	493	600	213	600	0	0.00
10-5-4825-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
<b>TOTAL ADMINISTRATION AND GENERA</b>	<b>93,067</b>	<b>93,032</b>	<b>91,764</b>	<b>104,099</b>	<b>56,335</b>	<b>110,610</b>	<b>6,511</b>	<b>6.25</b>

-4825-1000 SALARIES CURRENT YEAR NOTES:  
5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE  
8/30/11 - RON - ADD \$2,345.00 FOR NEW PT MAINT EMPLOYEE

-4825-1060 FICA WITHHOLDINGS CURRENT YEAR NOTES:  
5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE  
8/30/11 - RON - ADD \$2,345.00 FOR NEW PT MAINT EMPLOYEE

-4825-1070 PERA WITHHOLDINGS CURRENT YEAR NOTES:  
5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE

-4825-1080 MEDICARE WITHHOLDINGS CURRENT YEAR NOTES:

15



CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

1-WATER FUND  
ADMINISTRATION AND GENERAL

EXPENDITURES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
				5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE 8/30/11 - RON - ADD \$2,345.00 FOR NEW PT MAINT EMPLOYEE				
1825-1090				HEALTH INSURANCE CURRENT YEAR NOTES: 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE				
1825-1180				ENGINEERING CURRENT YEAR NOTES: Ron 8/15 mapping and updating GIS maps and small projects.				
4825-1290				PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Ron 8/15 Safety contract				
4825-1300				PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Ron 8/15 legal services				
4825-1310				PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Ron 8/15 Auditing services				
4825-2020				TELEPHONE CURRENT YEAR NOTES: Ron 8/15 Cell phones and communications from the water plant to the tower and wells, they all have a land line to them.				
4825-2100				PRINTING & PUBLISHING CURRENT YEAR NOTES: Ron 8/15 Consumer confidence report				
4825-2300				TRAVEL & SCHOOLS CURRENT YEAR NOTES: Ron 8/15 Water credit courses				
4825-2400				MAINTENANCE & REPAIR OF CURRENT YEAR NOTES: Ron 8/15 soft ware contract and support				
4825-3000				GENERAL/OFFICE SUPPLIES CURRENT YEAR NOTES: Ron 8/15 MMUA testing and general supplies, this includes shop rags, roll towels				
4825-3300				MOTOR FUELS & LUBRICANTS CURRENT YEAR NOTES: Ron 8/15 Fuels prices?				
4825-3811				UNIFORMS CURRENT YEAR NOTES: Ron 8/15 uniforms				
4825-4100				INSURANCE AND BONDS CURRENT YEAR NOTES: Ron 8/23/11 3 % increase				

16

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

0-WATER FUND  
MINISTRATION AND GENERA

PENDITURES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
4825-4300	SUBSCRIPTIONS AND MEMBECURRENT YEAR NOTES: Ron 8/15 MMUA, MRWA, AWWA							
4825-4590	LICENSES & PERMITS CURRENT YEAR NOTES: Ron 8/15 DNR annual fee, 09 & 10 were on the 09 history							
4825-5300	EQUIPMENT RENTAL/LEASE CURRENT YEAR NOTES: Ron 8/15 Copier lease							

3

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

-WATER FUND  
-OPERATING EXPENSES

EXPENDITURES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
5-4826-4920 DEPRECIATION EXPENSE	74,592	78,583	78,182	78,583	0	78,583	0	0.00
5-4826-4930 LOSS ON DISPOSAL	0	14,891	0	0	0	0	0	0.00
5-4826-5010 LAND	0	0	0	0	0	0	0	0.00
5-4826-5060 NEW BUILDINGS AND STRUCTURES	0	0	0	0	0	0	0	0.00
5-4826-5350 WELLHEAD PROTECTION	1,358	2,727	2,643	3,000	4,117	3,000	0	0.00
5-4826-5400 TF TO CAPITAL IMP	55,000	60,000	60,000	125,000	125,000	140,000	15,000	12.00
5-4826-5450 TF TO WR EQUIP REPLACEMENT FUN	41,623	115,139	116,000	74,531	74,531	78,442	3,911	5.25
5-4826-7010 PERMANENT TRANSFER OUT	0	0	985	0	0	0	0	0.00
5-4826-7050 TF TO DOWNTOWN DEBT	0	0	0	0	0	0	0	0.00
5-4826-7080 TF TO FILTRATION PLANT DEBT	65,000	0	0	0	0	0	0	0.00
5-4826-7450 TF TO INFRASTRUCTURE DEBT	10,500	10,500	0	0	0	0	0	0.00
5-4826-7460 TF TO 1996 STREET DEBT	0	0	0	0	0	0	0	0.00
5-4826-7470 TF TO 1998 STREET DEBT	23,000	0	0	0	0	0	0	0.00
5-4826-7490 TF TO 1999 WELL PROJECT	0	0	0	0	0	0	0	0.00
5-4826-7500 TF TO 2000 STREET DEBT	16,000	0	0	0	0	0	0	0.00
5-4826-7510 TF TO 2002 LAKE AVE DEBT	0	0	0	0	0	0	0	0.00
5-4826-7520 TF TO 2004 DEBT FUND	17,500	17,500	17,500	17,500	17,500	20,000	2,500	14.29
5-4826-7530 TF TO 2006 DEBT FUND	10,500	10,500	10,500	10,500	10,500	10,500	0	0.00
5-4826-7540 TF TO 2008 DEBT FUND	5,000	25,500	25,500	25,500	25,500	25,500	0	0.00
5-4826-7550 TF TO 2010 DEBT FUND	0	0	5,000	12,000	12,000	12,000	0	0.00
5-4826-7560 TF TO HWY 23 DEBT	0	0	10,000	30,000	30,000	30,000	0	0.00
5-4826-8100 SALES TAX	7,903	7,107	13,265	0	5,550	0	0	0.00
5-4826-8110 SAFE WATER STATE FEE	( 667)	( 668)	( 622)	0	( 2,006)	0	0	0.00
5-4826-8200 REFUNDS & REIMBURSEMENTS	5,586	0	0	0	0	0	0	0.00

TOTAL NON-OPERATING EXPENSES	332,895	341,779	338,953	376,614	302,692	398,025	21,411	5.69
------------------------------	---------	---------	---------	---------	---------	---------	--------	------

4826-5400 TF TO CAPITAL IMP CURRENT YEAR NOTES:  
 Ron 8/16 Futures projects budgeting for the water plant  
 rehab estimated at 2.5 ml  
 RON 9/16 - REDUCE FROM 150,000 TO 140,000

4826-5450 TF TO WR EQUIP REPLACEMENT CURRENT YEAR NOTES:  
 Ron 8/16 Equipment replacement list

TOTAL EXPENDITURES	487,992	491,840	488,976	562,863	404,061	592,435	29,572	5.25
--------------------	---------	---------	---------	---------	---------	---------	--------	------

REVENUE OVER/(UNDER) EXPENDITURES	( 78,486)	( 56,642)	( 26,050)	( 78,583)	( 151,240)	( 77,075)	1,508	
-----------------------------------	-----------	-----------	-----------	-----------	------------	-----------	-------	--

18

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

5-SEWER FUND

VENUES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
<u>WER RECEIPTS</u>								
5-4-3540-0450 SE CONNECTION/TRUNK FEES	2,240	1,120	15,526	0	560	0	0	0.00
5-4-3540-0490 PERMIT FEES	300	175	140	0	0	0	0	0.00
5-4-3540-1012 MASTERMARK SURCHARGE	25,771	9,926	28,570	0	35,804	0	0	0.00
5-4-3540-2102 MONTHLY CONSUMER SALES	300,545	329,100	340,149	346,725	199,541	344,341	( 2,384)	0.69-
5-4-3540-2104 QUARTERLY CONSUMER SALES	179,414	170,282	169,783	213,495	91,001	247,099	33,604	15.74
5-4-3540-3100 INTEREST INCOME ON INVESTMENTS	15,299	17,570	16,370	10,000	9,934	11,000	1,000	10.00
5-4-3540-3110 CHANGE IN FAIR MARKET VALUE	323	3,311	443	0	0	0	0	0.00
5-4-3540-4030 CONTRIBUTION REVENUE	0	0	0	0	0	0	0	0.00
5-4-3540-4045 DONATIONS - RV DUMP	0	0	0	0	75	0	0	0.00
5-4-3540-4050 OTHER MISCELLANEOUS INCOME	14,660	1,746	565	0	2,349	0	0	0.00
5-4-3540-4060 UTILITY PAYMENTS FROM AMPI	44,768	54,475	56,117	56,000	36,861	57,600	1,600	2.86
5-4-3540-7700 ACREAGE PAYMENTS FROM FARMERS	48,157	60,619	75,529	74,000	10,007	78,400	4,400	5.95
5-4-3540-9670 INSPECTION FEES/MILEAGE-RON ME	<u>6,212</u>	<u>4,099</u>	<u>4,572</u>	<u>0</u>	<u>2,115</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
TOTAL SEWER RECEIPTS	637,689	652,423	707,764	700,220	388,248	738,440	38,220	5.46
TOTAL REVENUES	637,689	652,423	707,764	700,220	388,248	738,440	38,220	5.46

19

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

-SEWER FUND  
 COLLECTIONS - CITY MAINS

EXPENDITURES	2008		2009		2010		2011		2012	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
-5-4841-2200 UTILITIES	3,040	3,659	3,307	3,600	3,268	4,500	900	25.00		
-5-4841-2400 MAINTENANCE & REPAIR OF EQUIP	2,342	15,488	4,846	6,000	7,160	7,000	1,000	16.67		
-5-4841-2450 M & R OF EQUIP-LIFT STATIONS	3,614	5,750	3,752	5,500	2,957	6,000	500	9.09		
-5-4841-3000 GENERAL/OFFICE SUPPLIES	173	44	22	500	215	500	0	0.00		
<b>TOTAL COLLECTIONS - CITY MAINS</b>	<b>9,169</b>	<b>24,941</b>	<b>11,927</b>	<b>15,600</b>	<b>13,600</b>	<b>18,000</b>	<b>2,400</b>	<b>15.38</b>		

1841-2200 UTILITIES CURRENT YEAR NOTES:  
 Ron 8/16 increasing electrical costs

1841-2400 MAINTENANCE & REPAIR OF EQUIP CURRENT YEAR NOTES:  
 Ron 8/16 sewer main breaks

1841-2450 M & R OF EQUIP-LIFT STATIONS CURRENT YEAR NOTES:  
 Ron 8/16 we have seen an increase in pumps plugging, cause is due to wet wipes.

06

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

5-SEWER FUND  
 SPOSAL - MAIN LIFT STAT

PENDITURES	2008		2009		2010		2011		2012	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
5-5-4842-1320 PROFESSIONAL SERVICES (TESTING	14,657	12,012	13,569	15,000	9,348	15,000	0	0.00		
5-5-4842-2020 TELEPHONE	455	560	680	850	336	0 ( 850)	100.00-			
5-5-4842-2200 UTILITIES	10,751	11,121	9,561	11,000	8,197	12,000	1,000	9.09		
5-5-4842-2440 M & R OF EQUIP-PONDS	5,663	3,816	3,225	5,000	1,834	5,000	0	0.00		
5-5-4842-2450 M & R OF EQUIP-LIFT STATIONS	3,823	3,947	5,660	5,000	8,477	6,000	1,000	20.00		
5-5-4842-2900 CONTRACTUAL SERVICE	1,405	1,542	2,159	1,000	0	1,000	0	0.00		
5-5-4842-3000 GENERAL/OFFICE SUPPLIES	477	276	161	600	185	600	0	0.00		
5-5-4842-3820 REFUSE COLLECTION	2,377	2,253	2,570	2,800	1,091	2,800	0	0.00		
<b>TOTAL DISPOSAL - MAIN LIFT STAT</b>	<b>39,608</b>	<b>35,527</b>	<b>37,586</b>	<b>41,250</b>	<b>29,468</b>	<b>42,400</b>	<b>1,150</b>	<b>2.79</b>		

4842-2020 TELEPHONE CURRENT YEAR NOTES:  
 Ron 8/16 transfer all phone costs to 4843 Admin.

4842-2200 UTILITIES CURRENT YEAR NOTES:  
 Ron 8/16 electrical rate increases

4842-2450 M & R OF EQUIP-LIFT STACURRENT YEAR NOTES:  
 Ron 8/16 equipment is aging and will need repairs or replacement

21

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

-SEWER FUND  
ADMINISTRATION AND GENERAL

EXPENDITURES	(----- 2011 -----) (----- 2012 -----)				Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	CURRENT BUDGET				
-5-4843-1000 SALARIES	49,336	52,241	51,906	51,834	30,424	59,317	7,484	14.44
-5-4843-1060 FICA WITHHOLDINGS	3,041	2,937	2,809	3,214	1,828	3,678	464	14.44
-5-4843-1070 PERA WITHHOLDINGS	3,387	3,440	3,428	3,758	2,331	4,131	373	9.91
-5-4843-1080 MEDICARE WITHHOLDINGS	711	687	657	752	428	860	109	14.44
-5-4843-1090 HEALTH INSURANCE	7,804	7,916	7,990	8,056	5,646	9,466	1,410	17.50
-5-4843-1180 ENGINEERING	540	740	0	2,000	0	2,000	0	0.00
-5-4843-1290 PROFESSIONAL SERVICES (SAFETY)	860	860	1,250	1,250	0	1,250	0	0.00
-5-4843-1300 PROFESSIONAL SERVICES (LEGAL)	228	291	200	1,500	916	1,500	0	0.00
-5-4843-1310 PROFESSIONAL SERVICES (AUDIT)	5,738	6,238	5,700	6,000	4,868	5,500	( 500)	8.33-
-5-4843-1311 PROFESSIONAL SERVICES (GENERAL)	0	0	85	0	0	0	0	0.00
-5-4843-2000 POSTAGE	911	962	999	1,000	618	1,000	0	0.00
-5-4843-2020 TELEPHONE	40	194	735	1,200	727	1,200	0	0.00
-5-4843-2100 PRINTING & PUBLISHING	641	466	449	650	158	650	0	0.00
-5-4843-2300 TRAVEL & SCHOOLS	932	610	450	1,500	789	1,500	0	0.00
-5-4843-2400 MAINTENANCE & REPAIR OF EQUIP	3,173	3,392	4,588	5,000	2,699	5,000	0	0.00
-5-4843-3000 GENERAL/OFFICE SUPPLIES	2,024	898	470	1,800	409	1,300	( 500)	27.78-
-5-4843-3300 MOTOR FUELS & LUBRICANTS	4,233	3,110	3,260	4,500	3,613	4,500	0	0.00
-5-4843-3811 UNIFORMS	1,317	1,146	1,253	1,200	698	1,200	0	0.00
-5-4843-4100 INSURANCE AND BONDS	2,963	4,123	3,928	5,000	0	5,150	150	3.00
-5-4843-4110 WORKERS' COMP INS	3,576	4,052	3,830	5,168	3,638	4,982	( 186)	3.60-
-5-4843-4590 LICENSES & PERMITS	1,525	1,450	1,739	4,000	2,088	2,500	( 1,500)	37.50-
-5-4843-4920 DEPRECIATION EXPENSE	290,992	295,175	90,388	295,175	0	295,175	0	0.00
-5-4843-5200 NEW EQUIPMENT	4,072	367	2,802	3,500	868	3,500	0	0.00
-5-4843-5300 EQUIPMENT RENTAL/LEASE	0	137	389	450	174	450	0	0.00
-5-4843-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
<b>TOTAL ADMINISTRATION AND GENERAL</b>	<b>388,042</b>	<b>391,431</b>	<b>189,308</b>	<b>408,506</b>	<b>62,919</b>	<b>415,809</b>	<b>7,303</b>	<b>1.79</b>

4843-1000 SALARIES CURRENT YEAR NOTES:  
5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE 8/30/11 - RON - ADD \$2,345.00 FOR NEW PT MAINT EMPLOYEE

4843-1060 FICA WITHHOLDINGS CURRENT YEAR NOTES:  
5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE 8/30/11 - RON - ADD \$2,345.00 FOR NEW PT MAINT EMPLOYEE

4843-1070 PERA WITHHOLDINGS CURRENT YEAR NOTES:  
5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE

4843-1080 MEDICARE WITHHOLDINGS CURRENT YEAR NOTES:

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

5-SEWER FUND  
 MINISTRATION AND GENERA

PENDITURES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE	
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE		
				5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE 8/30/11 - RON - ADD \$2,345.00 FOR NEW PT MAINT EMPLOYEE					
4843-1090				HEALTH INSURANCE CURRENT YEAR NOTES: 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2 HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE					
4843-1180				ENGINEERING CURRENT YEAR NOTES: Ron 8/16 mapping services					
4843-1290				PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Ron 8/16 safety contract					
4843-1310				PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Ron 8/16 reduce aduit cost					
4843-1311				PROFESSIONAL SERVICES (CURRENT YEAR NOTES: Ron 8/16 in 2010 we had an assessment charge					
4843-2020				TELEPHONE CURRENT YEAR NOTES: Ron 8/16 combined with 4842 code					
4843-2300				TRAVEL & SCHOOLS CURRENT YEAR NOTES: Ron 8/16 wastewater credit coarses					
4843-2400				MAINTENANCE & REPAIR OF CURRENT YEAR NOTES: Ron 8/16 soft ware support and repairs					
4843-4100				INSURANCE AND BONDS CURRENT YEAR NOTES: Ron 8/23/11 3% increase					
4843-4590				LICENSES & PERMITS CURRENT YEAR NOTES: Ron 8/17 NPDES permit					
4843-5300				EQUIPMENT RENTAL/LEASE CURRENT YEAR NOTES: Ron 8/17 copier lease					



CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

-SEWER FUND  
-OPERATING EXPENSES

ENDITURES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
-5-4844-4400 INTEREST EXPENSE	0	0	0	0	0	0	0	0.00
-5-4844-4920 DEPRECIATION EXPENSE	0	0	0	0	0	0	0	0.00
-5-4844-4930 LOSS ON DISPOSAL	0	5,053	0	0	0	0	0	0.00
-5-4844-5010 LAND	7,426	8,690	13,378	14,000	13,596	14,500	500	3.57
-5-4844-5200 NEW EQUIPMENT	0	0	0	0	0	0	0	0.00
-5-4844-5400 TF TO CAPITAL IMP	65,000	60,000	60,000	74,500	74,500	80,000	5,500	7.38
-5-4844-5500 TF TO SE EQUIP REPLACEMENT FUN	82,800	121,331	124,000	138,000	138,000	152,900	14,900	10.80
-5-4844-7010 PERMANENT TRANSFER OUT	0	0	1,054	0	0	0	0	0.00
-5-4844-7050 TF TO DOWNTOWN DEBT	0	0	0	0	0	0	0	0.00
-5-4844-7450 TF TO INFRASTRUCTURE DEBT	14,500	14,500	0	0	0	0	0	0.00
-5-4844-7460 TF TO 1996 STREET DEBT	0	0	0	0	0	0	0	0.00
-5-4844-7470 TF TO 1998 STREET DEBT	25,000	0	0	0	0	0	0	0.00
-5-4844-7500 TF TO 2000 STREET DEBT	20,000	0	0	0	0	0	0	0.00
-5-4844-7510 TF TO 2002 LAKE AVE DEBT	0	0	0	0	0	0	0	0.00
-5-4844-7520 TF TO 2004 DEBT FUND	11,500	11,500	11,500	11,500	11,500	14,000	2,500	21.74
-5-4844-7530 TF TO 2006 DEBT FUND	12,500	12,500	12,500	12,000	12,000	12,000	0	0.00
-5-4844-7540 TF TO 2008 DEBT FUND	5,000	21,000	21,000	21,000	21,000	21,000	0	0.00
-5-4844-7550 TF TO 2010 DEBT FUND	0	0	7,500	15,250	15,250	15,250	0	0.00
-5-4844-7560 TF TO HWY 23 DEBT FUND	0	0	10,000	20,000	20,000	20,000	0	0.00
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>243,726</b>	<b>254,574</b>	<b>260,932</b>	<b>306,250</b>	<b>305,846</b>	<b>329,650</b>	<b>23,400</b>	<b>7.64</b>

4844-5010 LAND CURRENT YEAR NOTES:  
Ron 8/17 Property taxes

4844-5500 TF TO SE EQUIP REPLACEMENT CURRENT YEAR NOTES:  
Ron 8/17 Equipment replacement list

24

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

5-SEWER FUND  
 IRRIGATION

PENDINGURES	(----- 2011 -----) (----- 2012 -----)							
	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE
5-5-4845-1000 SALARIES	33,596	34,322	32,698	34,944	21,361	31,018	( 3,926)	11.24-
5-5-4845-1060 FICA WITHHOLDINGS	1,916	1,968	1,852	2,167	1,193	1,923	( 243)	11.24-
5-5-4845-1070 PERA WITHHOLDINGS	2,181	2,317	2,278	2,533	1,536	2,249	( 285)	11.23-
5-5-4845-1080 MEDICARE WITHHOLDINGS	448	460	433	507	279	450	( 57)	11.24-
5-5-4845-1090 HEALTH INSURANCE	4,943	5,048	5,168	5,191	3,616	4,842	( 349)	6.72-
5-5-4845-1180 ENGINEERING	0	0	0	1,000	0	1,000	0	0.00
5-5-4845-1300 PROFESSIONAL SERVICES (LEGAL)	444	704	40	1,000	349	1,000	0	0.00
5-5-4845-1320 PROFESSIONAL SERVICES (TESTING)	1,230	680	0	1,000	780	1,000	0	0.00
5-5-4845-2000 POSTAGE	50	35	0	50	0	50	0	0.00
5-5-4845-2100 PRINTING & PUBLISHING	0	0	0	0	37	0	0	0.00
5-5-4845-2200 UTILITIES	6,933	6,605	5,331	7,000	1,864	7,000	0	0.00
5-5-4845-2210 UTILITIES-ELEC, HEAT (PUMPING)	19,514	22,493	22,266	22,000	15,095	23,000	1,000	4.55
5-5-4845-2300 TRAVEL & SCHOOLS	0	476	125	400	189	400	0	0.00
5-5-4845-2400 MAINTENANCE & REPAIR OF EQUIP	6,522	5,679	12,815	12,000	5,668	12,000	0	0.00
5-5-4845-2900 CONTRACTUAL SERVICE	0	0	0	0	0	0	0	0.00
5-5-4845-3000 GENERAL/OFFICE SUPPLIES	489	292	238	750	103	750	0	0.00
5-5-4845-3300 MOTOR FUELS & LUBRICANTS	1,220	0	1,768	3,000	0	3,000	0	0.00
5-5-4845-3811 UNIFORMS	0	0	240	0	0	0	0	0.00
5-5-4845-4100 INSURANCE AND BONDS	13,017	11,515	10,816	13,604	0	13,000	( 604)	4.44-
5-5-4845-4920 DEPRECIATION EXPENSE	32,976	32,014	26,150	32,014	0	32,014	0	0.00
5-5-4845-5200 NEW EQUIPMENT	0	0	194	1,500	158	1,500	0	0.00
5-5-4845-7010 PERMANENT TRANSFER OUT	0	0	731	0	0	0	0	0.00
5-5-4845-8020 MISCELLANEOUS	0	0	0	0	0	0	0	0.00
<b>TOTAL IRRIGATION</b>	<b>125,479</b>	<b>124,607</b>	<b>123,141</b>	<b>140,659</b>	<b>52,229</b>	<b>136,195</b>	<b>( 4,464)</b>	<b>3.17-</b>

4845-1000 SALARIES CURRENT YEAR NOTES:  
 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE

4845-1060 FICA WITHHOLDINGS CURRENT YEAR NOTES:  
 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE

4845-1070 PERA WITHHOLDINGS CURRENT YEAR NOTES:  
 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE

4845-1080 MEDICARE WITHHOLDINGS CURRENT YEAR NOTES:  
 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE

CITY OF PAYNESVILLE  
 PROPOSED BUDGET REPORT  
 AS OF: AUGUST 31ST, 2011

-SEWER  
 IIGATION

EXPENDITURES	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2011		2012		PERCENT VARIANCE
				CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	
845-1090 HEALTH INSURANCE								
				CURRENT YEAR NOTES: 5-31-11 - COPY A WAGES-2%MAPE CONTRACT W/STEP INCREASE FOR BILL, ZERO OT FOR ADMIN, 2HRS/WK FOR POLICE AND MAINT, WAGE INCREASE FOR LQ CLERKS, NO MATCHING DEF COMP FOR RE				
845-1180 ENGINEERING								
				CURRENT YEAR NOTES: Ron 8/17 most engineering is project specific, however we may need some pumps sizing and mapping.				
845-1300 PROFESSIONAL SERVICES								
				CURRENT YEAR NOTES: Ron 8/17 irrigation contracts				
845-1320 PROFESSIONAL SERVICES								
				CURRENT YEAR NOTES: Ron, 8/17 soil analysis				
845-2200 UTILITIES								
				CURRENT YEAR NOTES: Ron 8/17 power for pivots				
845-2210 UTILITIES-ELEC, HEAT								
				CURRENT YEAR NOTES: Ron 8/17 power for irrigation pumps				

22

CITY OF PAYNESVILLE  
PROPOSED BUDGET REPORT  
AS OF: AUGUST 31ST, 2011

5-SEWER FUND  
AERATION POND

PENDING	2008		2009		2010		2011		2012	
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROPOSED BUDGET	VARIANCE	PERCENT VARIANCE	
5-5-4846-2200 UTILITIES	67,854	74,948	63,292	70,000	51,282	72,000	2,000	2.86		
5-5-4846-2400 MAINTENANCE & REPAIR OF EQUIP	12	2,142	1,467	3,500	0	3,500	0	0.00		
5-5-4846-3000 GENERAL/OFFICE SUPPLIES	100	100	0	100	0	100	0	0.00		
5-5-4846-5200 NEW EQUIPMENT	0	0	0	0	0	0	0	0.00		
5-5-4846-5400 TF TO CAPITAL IMP	0	0	0	35,000	0	45,000	10,000	28.57		
5-5-4846-7480 TF TO PRETREATMENT POND DEBT	20,000	20,000	0	0	0	0	0	0.00		
<b>TOTAL AERATION POND</b>	<b>87,966</b>	<b>97,190</b>	<b>64,759</b>	<b>108,600</b>	<b>51,282</b>	<b>120,600</b>	<b>12,000</b>	<b>11.05</b>		
4846-2200 UTILITIES	CURRENT YEAR NOTES: Ron 8/17 power for Pretreatment pond									
4846-5400 TF TO CAPITAL IMP	CURRENT YEAR NOTES: Ron 8/17 this was the old pretreatment pond debt and future wastewater facility debt line item.									
<b>TOTAL EXPENDITURES</b>	<b>893,990</b>	<b>928,270</b>	<b>687,653</b>	<b>1,020,865</b>	<b>515,343</b>	<b>1,062,654</b>	<b>41,789</b>	<b>4.09</b>		
<b>VENUE OVER/(UNDER) EXPENDITURES</b>	<b>( 256,301)</b>	<b>( 275,847)</b>	<b>20,112</b>	<b>( 320,645)</b>	<b>( 127,095)</b>	<b>( 324,214)</b>	<b>( 3,569)</b>			



	Airport		
Task		Date Complete	Hrs
Rothstein, land lock property			
Change gear box on Fuel system			
Annual over head door inspection		10/03/2011	BM
Crack seal/ slurry seal		Spring 2012	
Touch up paint on fuel system			
Brush hog trees in ditches			
Clean out ditch structures			
Storm water sample			
Monthly checks		10/04/2011	BM
Winterize well			
Electrical conduit cracked			
Weekly Cleaning			

	Irrigation				
Task		Date	Hrs	initial	Comments
		complete			
Clean up/paint irr, pump station					
Easement with Voss		10/07/2011			
Tie pumps with Field Net					
Complete nozzle cleaning					
Complete gear box checks					
Map tile lines and new sites					
Pivot 2 new tower boxes					
Pivot 2 pivot elbow		10/04/2011			
Eradicate gophers					
Hwy 23 crossing w/ p 8					
Rock wheel tracks P 19A 19 B					
Change oil in motors at pump st.					
Winterize irrigation system					

Task	Cty Hall	Library, Compost, Liquor St. Other			
		Date	Complete	Hrs	initial
Compost fence & Gates					
Monthly checks City Hall					
Library Checks		Daily			
Mowing letters					
Trail, bridge cable w/ Twp					
Cleaning City Hall					
Compost , black dirt & seed					
Council rm door weather strip					
Compost, move building & sign					
compost, clean up debris					
Install lighting & banners					
Christmas lights replace bulbs					

	Parks				
		Date			
Task		Complete	Hrs	initial	Comments
New roof at Gazebo Restrooms					
Install new grills at Vets Park					
Cut down tree along Vets Park trail					
Sprinkler at Gazebo Park					
Mowers M & R					
Vacuum leaves - all Parks					
Rap Trees					
trap gophers on soccer field					
move soccer field sign to building					
Install AMPE Park sign					
Close/ drain RV dump					
Spray side walk Vets Memorial Park					
Update Comp plan					
Remove dock at boat landing					
Est. water at Wiffle ball field		10/05/2011			
Winterize Veterans Park					
Winterize Gazebo Park					
Winterize south st Park					
Winterize Maple st Park					
Winter park closed sign					
Winter , apply for sand permit					
County crew, remove Buckthorn					
Rehab small Puff's					
Crab grass control					
Pick up garden debris at Comm Garden					
Paint picnic tables & Benches					
Vet's park old shelter repairs					
New garbage cans					



Task	Sewer	Date			
		Complete	Hrs	initial	Comments
Fuel system certifaction/ main lift					
Sewer jetting					
Repair wind mixers					
Repair East pond gate					
Rip rap on ponds					
Repair bar screen					
Pump calibrations					
Sump pump inspection					
Jet out lift stations					
Clean out storage shed					
Gen set at Chladek Lift					
Pick rocks on new seeding					
change filter on Pretreat pond		09/14/2011			
Check pond sludge depthes					
Clean main lift station wet well					
Class five on pond dikes					
paint door on storage shed		10/04/2011			
Clear brush on interceptor line					
Repair trailer hitch					
SCADA system					
Main lift upgrade					
Waste water treatment Facility project					
Pretreatment pond defusers					

	Street	date			
Tasks		Complete	Hrs	initial	Comments
Minnie St./ Ind. Park project					
inspect storm fall outlets					
Blade alleys					
class 5 or millings along road edges					
DOT dump truck					
Straighten signs					
Sign inventory					
Repair fence Hwy 55 pond					
Sidewalk inspection					
New signs, list					
Clean out storm fall outlets					
Clean catch basins					
Paint curbs					
Fall Street sweeping					
Trim BLVD trees					
White way light by Lakedale tel.					
Winterize all equipment					
Install snow fencing					
Mount sander on Dump truck					
New bearings on sander					
Class 5 on Belmont st.					
Install snow blowers					
P M on all blowers					

Task	Water	Date	Complete	Hrs	initial	comments
Well survey						
Lub. Hydrants						
Turn Valves						
Locates		Daily				
2010 meter change outs						
Inspect water plant media						
Trim around Hyd. To tower						
Hydrant flushing						
Monthly Checks						
PM chemical pumps						
3rd qt fix it list						
Drain down blue cap hyd.						
Winterize water plant						
Check heat tape at tower						
Water plant rehab.						
SCADA System system						

## REQUEST FOR COMMITTEE/COUNCIL ACTION

**COMMITTEE/COUNCIL NAME:** Budget & Finance Committee

Committee/Council Meeting Date: October 17, 2011

Agenda Section: Old Business

Originating Department: Administration

Item Number: IV - C

**ITEM DESCRIPTION:** New Computers

Prepared by: Staff

**COMMENTS:**

Please review the attached computer system in the amount of \$499.00/computer. There is a need to replace 5 computers totaling \$2,616.35.

- 1 for Renee Eckerly – funds to come out of Administration Capital Improvement
- 2 for Alice McColley (one for her and one for Motor Vehicle Front Counter) – funds to come out of Motor Vehicle Capital Improvement
- 1 for Kent Kortlever (receptionist area) – funds to come out of Police Capital Improvement
- 1 for Ron Mergen – funds to come out of Water and Sewer Budget

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve the purchase of 5 computers in the amount of \$2,616.35 and recommend such to the City Council.

Dell recommends Windows® 7.

# Print Summary



**Days of Business!**  
**Vostro 460 Mini Tower**  
 Starting Price \$656.00  
 Instant Savings \$157.00

**Subtotal \$499.00**  
 As low as \$15.00/mo.

- Dell Business Credit | Apply
- Discount Details
- Preliminary Ship Date: 10/18/2011

My Selections All Options

*Chris*  
*Order 5 of these today.*

- 1- Adm - Capital Improvement (Kenee)
- 2- Motor Vehicle - Capital Imp. (2) (Alice + MV - Front Counter)
3. Police Capital Imp. (Receptionist Area)
4. ASK Ron (Ron)

• Days of Business! Vostro 460 Mini Tower

<b>Date</b>	10/10/2011 6:34:00 PM Central Standard Time			
<b>Catalog Number</b>	4 Retail 04			
<b>Catalog Number / Description</b>	<b>Product Code</b>	<b>Qty</b>	<b>SKU</b>	<b>Id</b>
<b>Vostro 460:</b> Vostro 460	V460	1	[225-0254]	1
<b>Processor:</b> Intel® Core™ i5-2400 w/VT (3.1GHz, 6MB cache)	LI5240	1	[317-6424]	2
<b>Operating System:</b> Genuine Windows® 7 Professional, 64bit	W7P1CY5	1	[330-6228][420-9691][421-0092] [421-4047][421-4735][421-4746] [421-6007][421-6305][421-6321]	11
<b>Productivity Software:</b> No Pre-installed Productivity Software	NOSFW	1	[420-7281]	22
<b>Hardware Support Services CS 2.0:</b> 1 Year Basic Limited Warranty and 1 Year NBD On-Site Service	Q1YOS	1	[928-8747][938-9620][983-4250] [988-7347]	29
<b>Memory:</b> 4GB Dual Channel DDR3 SDRAM 1333MHz - 2DIMMs	4GB2D	1	[317-6419]	3
<b>Hard Drive:</b> 320GB Serial ATA Hard Drive (7200RPM) w/DataBurst Cache™	320GB	1	[342-2373]	8
<b>Optical Drive:</b> Single Drive: 16X (DVD+/-RW) Burner Drive	16DVDRX	1	[318-0497][421-4728]	16
<b>Monitors:</b> No Monitor	NOMON	1	[320-7116]	5
<b>Video Card:</b> Intel HD Graphics 2000 (VGA, HDMI)	X2000	1	[320-2167]	6
<b>Security Software:</b> Trend Micro Worry-Free Business Security	TM3515	1	[421-6146]	25

*Kenee Echy*  
*10-11-11*

*30*

Services, 15 months				
<b>Modem and Wireless:</b> No Wireless	NOMODEM	1	[318-0537]	14
<b>Firewire:</b> No IEEE 1394a Adapter Selected	NOADPT	1	[311-8792]	1309
<b>Keyboard:</b> Dell USB Entry Keyboard and USB Optical Mouse	KBOMS	1	[331-1685][331-2860]	4
<b>Speakers:</b> No speakers (Speakers are required to hear audio from your system)	NOSPKR	1	[313-8482]	18
<b>Sound:</b> Integrated 7.1 Channel HD Audio	INAUDIO	1	[313-8480]	17
<b>Adobe Software:</b> Adobe Acrobat Reader	ADBERD9	1	[410-1858]	15
<b>Resource DVD:</b> Resource DVD contains Diagnostics and Driver for Dell Vostro Systems	RDVD	1	[331-1025]	27
<b>Documentation and Power Management:</b> Vostro 460 Documents and 110 Volt Power setting	DOC	1	[330-1718][331-1681]	21
<b>DataSafe:</b> DataSafe 2.0 Online Backup 2GB for 1 year	DSO2G	1	[421-4356][905-9909][928-7877]	34
<b>Network Interface:</b> Integrated PCIE 10/100/1000	INT	1	[430-3246]	13



[Laptops](#) | [Desktops](#) | [Business Laptops](#) | [Business Desktops](#) | [Workstations](#) | [Servers](#) | [Storage](#) | [Services](#) | [Monitors](#) | [Printers](#) | [LCD TVs](#) | [Electronics](#)  
 © 2011 Dell | [About Dell](#) | [Regulatory Compliance](#) | [Terms of Sale](#) | [Unresolved Issues](#) | [Privacy](#) | [About Our Ads and Emails](#) | [Dell Recycling](#) | [Contact](#) | [Site Map](#) | [Visit ID](#) | [Feedback](#) | [Screen Share](#)

\*Offers subject to change. Taxes, shipping, handling and other fees apply. U.S. Dell Small Business new purchases only. LIMIT 5 DISCOUNTED OR PROMOTIONAL ITEMS PER CUSTOMER. LIMIT 5 VOSTRO OR INSPIRON UNITS PER CUSTOMER. Dell reserves right to cancel orders arising from pricing or other errors.

snFG08

37

## Renee Eckerly

---

**From:** Dennis and Cindy Zimmerman [dczim@mchsi.com]  
**Sent:** Monday, October 10, 2011 6:36 PM  
**To:** Renee Eckerly  
**Subject:** Emailing: Renee  
**Attachments:** Renee.pdf

Sale price good thru tomorrow.

Dennis

Your message is ready to be sent with the following file or link attachments:

Renee

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.