

**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Monday, December 13, 2021
7:00 p.m. City Hall**

- 1. Call to Order/Pledge Allegiance**
- 2. Roll Call:** Mayor Glenn Switzer; Councilors Luke LaCroix, Larry Fowler, Grant Modory, Luke Swartwood
- 3. Truth-in-Taxation Hearing (TNT)**
 - a. Budget 2022 Review and Discussion of Levy for Taxes Payable in 2022*
 - b. Final 2022 Enterprise Funds Budget*
- 4. Public Forum**
- 5. Approval of Agenda***

Motion _____, second _____
- 6. Consent Agenda** *(All items on the Consent Agenda are considered routine and have been made available to the City Council at least 2 days in advance of the meeting. The items will be enacted in one motion. There will be no separate discussion of these items unless a council member or citizen requests, then the item will be removed from this agenda and considered in normal sequence.)*
 - a. Regular Minutes of November 22, 2021*
 - b. Disbursements* - \$210,658.68

Motion _____, second _____
- 7. Old Business**
- 8. Ordinances and Resolutions**
 - a. Resolution 2021-34* A Resolution Approving 2022 Proposed General Fund Budget and 2022 Final Property Tax Levy
Motion by _____, second by _____
 - b. Resolution 2021-35* A Resolution Authorizing Staff to Pay Invoices Received Between December 8 and 21, 2021
Motion by _____, second by _____
- 9. New Business**
 - a. Consider Approving Gambling Premises Permits for 2022
 - i. Fire Relief Association at Dawn's Corner Bar
Motion by _____, second by _____
 - ii. Dundas Baseball Association at L&M Bar and Grill
Motion by _____, second by _____
 - iii. Waterford Warriors Snowmobile Club at Dawn's Corner Bar
Motion by _____, second by _____
 - b. Consider Approving Cigarette Licenses for 2022
 - i. AJE Enterprises, Inc. d/b/a Firehouse Liquor
Motion by _____, second by _____
 - ii. Four Browns, LLC d/b/a MGM Wine and Spirits
Motion by _____, second by _____
 - iii. Kwik Trip, Inc. d/b/a Kwik Trip #489
Motion by _____, second by _____
 - iv. Dawn's Corner Bar, Inc. d/b/a Dawn's Corner Bar
Motion by _____, second by _____
- 10. Reports of Officers, Boards and Committees**
 - a. City Attorney
 - b. City Engineer*
 - c. City Administrator/Clerk/Treasurer
 - d. Mayor, Councilors and Committees
- 11. Announcements**
 - a. City Council Meeting – Cancelled Meeting December 27; Next Meeting January 10, 2022
 - b. Park & Recreation Advisory Board – No Meeting in December
 - c. Planning Commission Meeting – Cancelled December 16, 2021
 - d. City Hall Closed – Fridays: December 24 and December 31, 2021
- 12. Adjourn**

BUDGET MEMO

TO: CITY ADMINISTRATOR
FROM: BLAKE TORBECK - ABDO FINANCIAL SOLUTIONS
SUBJECT: 2022 FINAL GOVERNMENTAL FUNDS BUDGET AND TAX LEVY
DATE: 12/13/2021

Introduction

We have summarized some of the key items for consideration in the 2022 budget:

- The final 2022 tax levy is set to increase \$146,489 or 11.90% from 2021.
- A balanced General Fund budget is presented. Debt service and capital equipment/improvement expenditures are budgeted in the respective debt service or capital project funds.
- A debt levy is needed for the 2020A bonds for the next 18 years to support principal and interest payments. Debt levies are also needed for the 2018A and 2013A bond issues for the next 17 years and 7 years, respectively.
- A survey of the City's comparable group of cities for COLA increases indicates that it will fall somewhere between 2.8% and 3.0% for 2022. Staff recommends a 3% increase for all non-union employees, as well as union police officers per the LELS agreement, for 2022 to ensure that the City does not fall behind its comparable group. Eligible employees will receive step increases according to the City's Compensation Plan.
- The new collective bargaining agreement with LELS police officers came into effect on 1/1/2021 and expires on 12/31/2022. We have budgeted accordingly to reflect the agreements made between the City of Dundas and LELS.
- Significant effort has been made across departments to bring the budget in line with actual expenditures.
- Capital equipment and improvement expenditures are included in the budget as follows:
Note: Actual 2022 capital expenditure costs could be different from current year dollar assumptions due to inflation and other cost drivers
 - Public Works
 - Street lighting (\$40,400)
 - Utility truck 1.75 ton (\$75,750)
 - 115th Street improvements (\$252,500) *Note: Part of larger \$1,000,000 project to be continued through 2023*
 - Hester Street/TH 3 EVP (\$11,312)
 - Parks and Recreation
 - Memorial Park vehicle access improvements (\$110,090)
 - Memorial Park trail improvements (\$40,400)

Tax Levy Summary

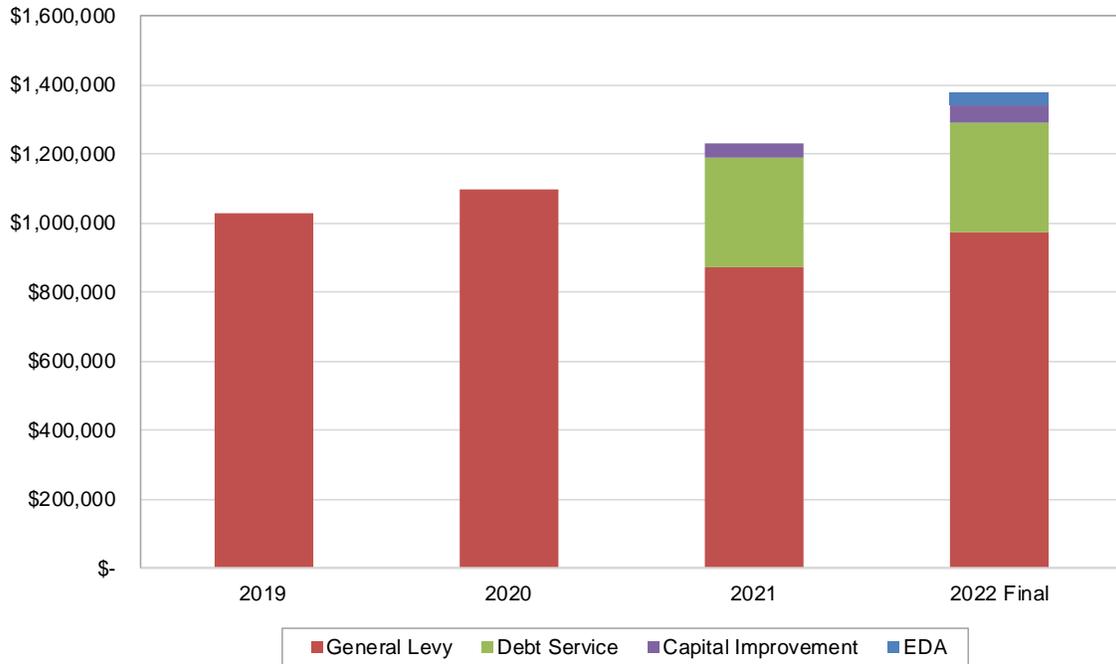
Overall, the property tax levy includes levies for general operations, economic development authority, city capital equipment and improvements, and debt service. The 2021 actual and 2022 final property tax levies are listed below:

	2021 Levy	Final 2022 Levy	Increase (Decrease) from 2021	Percent Change from 2021	Fund #
General Levy	\$ 872,261	\$ 972,274	\$ 100,013	11.47%	101
EDA Levy	-	34,840	34,840	100.00%	235
Capital Levy					
Public Works CIP	40,000	40,000	-	0%	410
Public Safety CIP	-	13,000	13,000	100.00%	425
Parks and Recreation CIP	-	-	-	0%	426
Debt Levy					
2013A GO Bonds	115,875	118,448	2,573	2.22%	300
2018A GO Bonds	59,440	58,181	(1,260)	-2.12%	304
2020A GO Bonds	143,030	140,352	(2,678)	-1.87%	305
Total Levy	\$ 1,230,606	\$ 1,377,095	\$ 146,489	11.90%	
Tax Capacity	\$ 2,242,909	\$ 2,466,617	\$ 223,708	9.97%	
City Tax Rate*	54.87%	55.83%	0.96%		

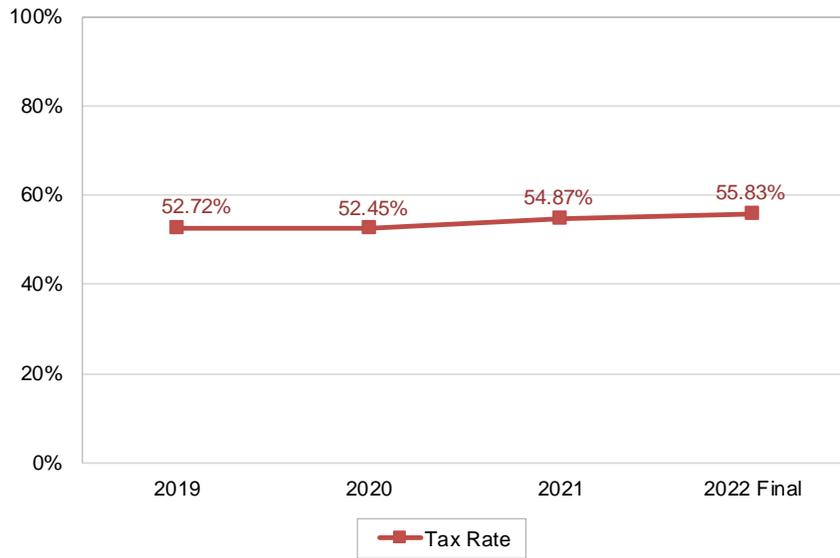
**The City's Payable 2022 Tax Rate has been estimated based on preliminary tax capacity information provided by Rice County. The final tax capacity and rate will vary from the rate estimated in this memo.*

Without an additional capital levy of \$40,000 and \$13,000 in 2021 the Public Works, Public Safety and Parks and Recreation capital improvement reserves, respectively, will be depleted and General Fund reserves will then be used up in 2023 leaving no additional funding for future capital equipment and improvements.

Tax Levy 2019 to 2022 Final



Tax Rate 2019 to 2022 Final



Estimated City Tax Rate Impact on Residential and Commercial Properties

Estimated City Tax Rate Impact on Residential and Commercial Properties					
Property Type	2022 Market Value*	2022 Taxable Market Value	2021 Taxes Payable	2022 Taxes Payable	Increase in Property Taxes
Residential	\$ 100,000	\$ 71,800	\$ 376	\$ 401	\$ 25
Residential	200,000	180,800	956	1,009	54
Residential	300,000	289,800	1,536	1,618	82
Residential	400,000	398,800	2,116	2,226	110
Commercial	500,000	500,000	4,911	5,164	254

*Assuming 3.00% increase in market value from 2021

Tax Capacity Impact on Tax Rate

Keep the Tax Levy Dollars Flat

	2021	2022	Change
City Tax Rate	54.87%	49.89%	-4.98%
Total Levy - City	\$ 1,230,606	\$ 1,230,606	\$ -
Tax Capacity	\$ 2,242,909	\$ 2,466,617	\$ 223,708

If the City keeps the tax levy dollars flat, the tax rate will decrease by 4.98%. As tax capacity increases, cities can levy more dollars without a direct tax rate increase. In this example, the City is able to keep a flat levy amount and the residents see a decrease in their tax per household.

Keep a Flat Tax Rate

	2021	2022	Change
City Tax Rate	54.87%	54.87%	0.00%
Total Levy - City	\$ 1,230,606	\$ 1,353,347	\$ 122,741
Tax Capacity	\$ 2,242,909	\$ 2,466,617	\$ 223,708

If the City keeps a flat tax rate, the levied tax dollars will increase by \$122,741 (or 9.97%). As stated before, as the tax capacity increases, cities are able to levy more dollars without a direct tax rate increase. In this example the City is able to collect an additional \$122,741 without having to increase the tax rate per household.

Current Proposed Tax Levy & Tax Rate

	2021	2022	Change
City Tax Rate	54.87%	55.83%	0.96%
Total Levy - City	\$ 1,230,606	\$ 1,377,095	\$ 146,489
Tax Capacity	\$ 2,242,909	\$ 2,466,617	\$ 223,708

In this example are the proposed 2022 tax rate and levy amounts. The dollars levied are increased by \$146,489 (11.90%) and the tax rate has increased by 0.96%.

General Fund Budgeted Revenues

	Actual 2019	Actual 2020	YTD 11/1/2021	Budget 2021	Budget 2022	Amount Change	Percent Change
Revenues							
Property taxes	\$ 998,688	\$ 1,136,604	\$ 494,274	\$ 872,261	\$ 972,274	\$ 100,013	11%
Licenses and permits	74,370	184,064	116,447	78,500	126,500	48,000	61%
Intergovernmental	209,085	330,430	132,255	201,689	200,709	(980)	0%
Charges for services	40,443	110,131	39,875	28,700	28,700	-	0%
Fines and forfeitures	26,112	11,329	6,494	25,000	15,000	(10,000)	-40%
Interest earnings	43,750	8,337	1,598	15,000	20,000	5,000	33%
Miscellaneous	37,738	15,021	10,518	-	-	-	0%
Sale of fixed assets	-	-	69,723	-	-	-	0%
Other financing sources	-	103,300	-	233,900	-	(233,900)	-100%
Total Revenues	\$ 1,430,186	\$ 1,899,216	\$ 871,184	\$ 1,455,050	\$ 1,363,183	\$ (91,867)	-6%

Key Changes:

- Property Taxes - tax levies needed to pay debt service obligations are budgeted in the respective debt service fund for 2022. Previously to the 2021 budget all tax levies (general, capital, and debt service) were budgeted in the General Fund
- Licenses and Permits - increase primarily due to roughly \$48,000 more budgeted for building permit, HVAC permit, plumbing permit and plan check revenue to be more in line with actual revenue
- Fines and forfeitures - decrease to be more in line with actual revenue in prior years

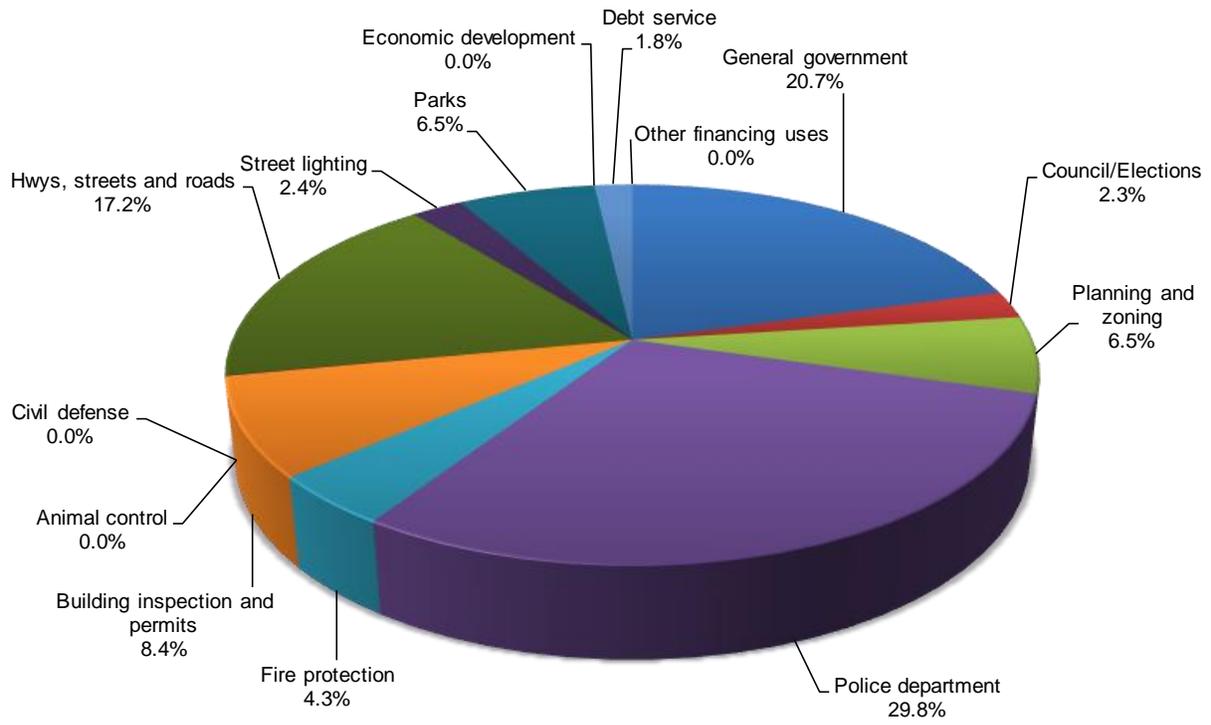
General Fund Budgeted Expenditures

	Actual 2019	Actual 2020	YTD 11/1/2021	Budget 2021	Budget 2022	Amount Change	Percent Change
Expenditures							
General government	\$ 323,434	\$ 280,810	\$ 222,653	\$ 270,960	\$ 281,573	\$ 10,613	4%
Council/Elections	29,277	33,673	25,394	29,790	31,710	1,920	6%
Planning and zoning	71,296	89,113	85,541	89,255	88,850	(405)	0%
Police department	323,380	281,281	280,585	372,650	405,550	32,900	9%
Fire protection	56,943	48,908	38,282	58,150	59,000	850	1%
Building inspection and permits	61,678	101,702	88,591	78,705	114,255	35,550	45%
Civil defense	476	2,134	-	300	300	-	0%
Animal control	743	-	-	500	500	-	0%
Hwys, streets and roads	227,451	265,700	182,657	185,070	234,920	49,850	27%
Street lighting	21,379	22,871	18,284	30,000	33,000	3,000	10%
Parks	74,676	84,506	78,964	77,760	89,050	11,290	15%
Economic development	3,053	1,526	3,053	3,055	-	(3,055)	-100%
COVID-19	-	46,069	2,039	-	-	-	0%
Debt service	54,386	347,974	24,953	24,955	24,475	(480)	-2%
Other financing uses	-	-	1,155,264	233,900	-	(233,900)	-100%
Total Expenditures	\$ 1,248,172	\$ 1,606,267	\$ 2,206,260	\$ 1,455,050	\$ 1,363,183	\$ (91,867)	-6%
Excess Revenues (Expenditures)	\$ 182,014	\$ 292,949	\$ (1,335,076)	\$ -	\$ -	\$ -	

Key Changes:

- Building inspection and permits - increase to be more in line with actual expenditures in prior years
- Police department - increase to personnel costs from COLA, step increases and the assumption of a 10% increase to worker's compensation insurance premiums
- Highways, streets and roads - increase due to assumption of additional Public Works Assistant position beginning on January 1, 2022

General Fund Budgeted Expenditures (Continued)



Capital Improvements

Public Works Capital Outlay Fund

Street lighting improvements, utility truck, Hester Street/TH 3 EVP project and 115th Street Improvements. These expenditures are partially funded by capital outlay fund reserves and a direct property tax levy. A bond issue will be necessary for the funding of the 115th Street Improvements and future projects.

	Budget 2021	Budget 2022	Increase/ (Decrease)	Percent Change
Revenues				
R 410-31000 General Property Taxes	\$ 40,000	\$ 40,000	\$ -	0.00%
R 410-39310 Proceeds-Gen Obligation Bond	-	1,500,000	1,500,000	N/A
Total Revenues	\$ 40,000	\$ 1,540,000	\$ 1,500,000	3750.00%

Expenditures

E 410-43100-500 Capital Outlay	-	379,962	379,962	N/A
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Public Safety Capital Outlay Fund

Purchase of fire service capital equipment funded by a direct property tax levy.

	Budget 2021	Budget 2022	Increase/ (Decrease)	Percent Change
Revenues				
R 425-31000 General Property Taxes	\$ -	\$ 13,000	\$ 13,000	N/A
Expenditures				
E 425-42100-500 Capital Outlay	33,000	-	(33,000)	-100.00%

Parks & Rec. Capital Outlay Fund

Memorial Park vehicle access improvements and Memorial Park trail improvements are funded by capital outlay fund reserves.

	Budget 2021	Budget 2022	Increase/ (Decrease)	Percent Change
Revenues				
R 426-31000 General Property Taxes	\$ -	\$ -	\$ -	N/A
R 426-39201 Transfer from General Fund	233,900	-	(233,900)	-100.00%
Total Revenues	\$ 233,900	\$ -	\$ (233,900)	-100.00%
Expenditures				
E 426-45200-500 Capital Outlay	\$ 233,900	\$ 150,490	\$ (83,410)	-35.66%

Governmental Funds Budget Detail

The following financial reports are attached:

- Abdo Revenue Budget Worksheet
- Abdo Expenditure Budget Worksheet

CITY OF DUNDAS

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
Fund 101 GENERAL FUND					
Dept 41000 General Government					
E 101-41000-100 Salaries and Wages	\$91,533.82	\$73,270.61	\$63,926.73	\$82,360.00	\$83,950.00
E 101-41000-101 Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-102 Overtime	\$98.12	\$106.17	\$0.00	\$0.00	\$0.00
E 101-41000-121 PERA	\$5,611.45	\$5,742.40	\$5,013.36	\$6,180.00	\$6,300.00
E 101-41000-122 Payroll Taxes	\$8,200.26	\$6,829.54	\$5,356.18	\$6,300.00	\$6,420.00
E 101-41000-131 Employer Paid Health	\$6,173.48	\$5,759.00	\$6,284.01	\$6,020.00	\$15,420.00
E 101-41000-133 Employer Paid Dental	\$172.99	\$277.12	\$90.76	\$110.00	\$230.00
E 101-41000-134 Employer Paid Life	\$111.84	\$62.81	\$17.36	\$70.00	\$30.00
E 101-41000-141 Unemploy Comp Insurance Pre	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-150 Worker s Comp (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-151 Worker s Comp Insurance Prem	\$848.40	\$336.00	\$396.97	\$390.00	\$320.00
E 101-41000-200 Supplies	\$5,594.01	\$11,421.58	\$4,331.54	\$8,500.00	\$6,500.00
E 101-41000-208 Training and Licensing	\$1,748.95	\$54.50	\$767.94	\$1,750.00	\$1,000.00
E 101-41000-214 Building Heat	\$774.03	\$0.00	\$0.00	\$775.00	\$0.00
E 101-41000-300 Professional Services	\$0.00	\$2,498.92	-\$98.92	\$0.00	\$0.00
E 101-41000-301 Auditing and Acct g Services	\$46,792.80	\$61,216.24	\$50,973.00	\$56,095.00	\$55,503.00
E 101-41000-303 Engineering Fees	\$32,454.75	\$2,204.00	\$7,929.50	\$32,500.00	\$32,500.00
E 101-41000-304 Legal Fees	\$22,861.90	\$18,455.50	\$19,438.79	\$25,000.00	\$25,000.00
E 101-41000-306 Recruitment	\$1,705.83	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-309 EDP, Software and Design	\$6,982.41	\$3,545.00	\$5,812.44	\$2,500.00	\$3,000.00
E 101-41000-310 Professional Services	\$28,999.01	\$11,473.68	\$1,661.00	\$15,000.00	\$15,000.00
E 101-41000-313 Planning Fee s	\$23,942.17	\$2,659.46	\$1,280.05	\$0.00	\$0.00
E 101-41000-321 Telephone & Communications	\$3,884.81	\$3,123.99	\$4,110.30	\$4,500.00	\$4,000.00
E 101-41000-322 Postage	\$1,006.07	\$4,095.41	\$3,012.35	\$1,000.00	\$2,000.00
E 101-41000-330 Travel	\$2,529.54	\$740.49	\$145.88	\$2,750.00	\$1,200.00
E 101-41000-343 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-345 Newsletter Expenses	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00
E 101-41000-351 Legal Notices Publishing	\$2,908.05	\$2,676.75	\$3,037.16	\$1,500.00	\$2,500.00
E 101-41000-352 General Notices and Pub Info	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-360 Liability Insurance	\$2,750.20	\$6,160.79	\$2,456.00	\$0.00	\$0.00
E 101-41000-362 Property Insurance	\$2,384.00	\$1,804.39	\$3,737.51	\$3,560.00	\$3,040.00
E 101-41000-381 Electricity	\$1,008.09	\$4,310.27	\$4,503.02	\$2,000.00	\$2,760.00
E 101-41000-400 Repairs and Maintenance	\$1,227.15	\$16,916.01	\$13,822.00	\$1,000.00	\$2,500.00
E 101-41000-401 R & M Buildings	\$484.00	\$166.00	\$0.00	\$250.00	\$250.00
E 101-41000-406 Grounds Maintence	\$2,690.00	\$200.00	\$876.59	\$1,500.00	\$1,000.00
E 101-41000-408 Sand/Rock/Dirt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-413 Rental	\$1,604.99	\$2,161.57	\$2,506.80	\$1,550.00	\$1,550.00
E 101-41000-430 Miscellaneous	\$118.00	\$1,431.71	-\$32.83	\$500.00	\$500.00
E 101-41000-431 Bank Fees	\$835.00	\$2,041.69	\$1,012.50	\$700.00	\$1,000.00
E 101-41000-433 Dues and Subscriptions	\$1,851.12	\$1,545.00	\$5,283.57	\$2,500.00	\$3,500.00
E 101-41000-438 Assessments/Taxes/Penalties	\$4.00	\$4.00	\$1,454.30	\$0.00	\$0.00
E 101-41000-440 Cleaning Service	\$580.44	\$823.92	\$2,696.61	\$600.00	\$600.00
E 101-41000-500 Capital Outlay	\$3,626.97	\$400.18	\$0.00	\$0.00	\$0.00
E 101-41000-510 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41000-580 Equipment	\$8,806.36	\$24,764.79	\$849.31	\$3,500.00	\$3,500.00
E 101-41000-620 Fiscal Agent s Fees	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00
E 101-41000-810 Refunds/Reimbursements	\$31.09	\$229.23	\$0.00	\$0.00	\$0.00
Dept 41000 General Government	\$323,436.10	\$280,808.72	\$222,651.78	\$270,960.00	\$281,573.00
Dept 41110 Council/Elections					
E 101-41110-100 Salaries and Wages	\$25,200.00	\$28,277.12	\$20,482.53	\$26,080.00	\$26,080.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 101-41110-122 Payroll Taxes	\$1,767.15	\$2,161.54	\$1,606.50	\$2,000.00	\$2,000.00
E 101-41110-142 Unemployment Benefit Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41110-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$91.61	\$90.00	\$70.00
E 101-41110-200 Supplies	\$86.98	\$1,499.83	\$0.00	\$0.00	\$1,500.00
E 101-41110-208 Training and Licensing	\$259.00	\$26.00	\$350.00	\$500.00	\$500.00
E 101-41110-321 Telephone & Communications	\$420.00	\$455.00	\$315.00	\$420.00	\$420.00
E 101-41110-330 Travel	\$0.00	\$0.00	\$0.00	\$200.00	\$200.00
E 101-41110-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41110-400 Repairs and Maintenance	\$932.81	\$0.00	\$227.50	\$0.00	\$440.00
E 101-41110-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41110-433 Dues and Subscriptions	\$611.00	\$1,253.00	\$30.00	\$500.00	\$500.00
E 101-41110-580 Equipment	\$0.00	\$0.00	\$2,289.18	\$0.00	\$0.00
Dept 41110 Council/Elections	\$29,276.94	\$33,672.49	\$25,392.32	\$29,790.00	\$31,710.00
Dept 41310 COVID-19					
E 101-41310-200 Supplies	\$0.00	\$46,068.55	\$2,038.75	\$0.00	\$0.00
Dept 41310 COVID-19	\$0.00	\$46,068.55	\$2,038.75	\$0.00	\$0.00
Dept 41910 Planning and Zoning					
E 101-41910-100 Salaries and Wages	\$22,347.29	\$22,173.68	\$17,398.93	\$23,860.00	\$26,280.00
E 101-41910-102 Overtime	\$39.24	\$42.47	\$0.00	\$0.00	\$0.00
E 101-41910-121 PERA	\$1,230.73	\$1,648.26	\$1,345.72	\$1,660.00	\$1,850.00
E 101-41910-122 Payroll Taxes	\$1,713.99	\$1,884.29	\$1,491.19	\$1,830.00	\$2,010.00
E 101-41910-131 Employer Paid Health	\$753.77	\$2,270.58	\$2,378.24	\$2,260.00	\$3,050.00
E 101-41910-133 Employer Paid Dental	\$30.46	\$123.77	\$34.02	\$40.00	\$50.00
E 101-41910-134 Employer Paid Life	\$19.65	\$26.83	\$6.52	\$30.00	\$10.00
E 101-41910-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$101.79	\$100.00	\$100.00
E 101-41910-200 Supplies	\$46.65	\$14.15	\$0.00	\$100.00	\$100.00
E 101-41910-208 Training and Licensing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41910-300 Professional Services	\$270.94	\$300.00	\$0.00	\$0.00	\$0.00
E 101-41910-303 Engineering Fees	\$33,935.90	\$26,583.00	\$30,367.75	\$15,000.00	\$15,000.00
E 101-41910-304 Legal Fees	\$4,157.50	\$1,103.50	\$0.00	\$4,800.00	\$4,800.00
E 101-41910-313 Planning Fee s	\$6,017.63	\$7,489.05	\$9,647.39	\$14,000.00	\$10,000.00
E 101-41910-322 Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41910-351 Legal Notices Publishing	\$731.25	\$800.00	\$0.00	\$575.00	\$600.00
E 101-41910-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-41910-810 Refunds/Reimbursements	\$0.00	\$24,652.64	\$22,769.24	\$25,000.00	\$25,000.00
Dept 41910 Planning and Zoning	\$71,295.00	\$89,112.22	\$85,540.79	\$89,255.00	\$88,850.00
Dept 42100 Police Department					
E 101-42100-100 Salaries and Wages	\$214,597.93	\$170,054.15	\$175,863.11	\$239,880.00	\$261,920.00
E 101-42100-102 Overtime	\$2,664.69	\$86.18	\$1,631.37	\$0.00	\$0.00
E 101-42100-121 PERA	\$31,725.47	\$25,983.37	\$20,007.26	\$42,460.00	\$33,530.00
E 101-42100-122 Payroll Taxes	\$2,865.07	\$4,932.11	\$7,349.73	\$7,010.00	\$8,030.00
E 101-42100-131 Employer Paid Health	\$6,821.54	\$6,750.58	\$13,630.16	\$15,250.00	\$31,170.00
E 101-42100-133 Employer Paid Dental	\$440.70	\$186.27	\$328.50	\$430.00	\$460.00
E 101-42100-134 Employer Paid Life	\$284.70	\$161.28	\$65.65	\$280.00	\$70.00
E 101-42100-142 Unemployment Benefit Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-151 Worker s Comp Insurance Prem	\$6,368.15	\$9,071.13	\$12,189.53	\$8,760.00	\$11,600.00
E 101-42100-200 Supplies	\$3,859.90	\$5,406.94	\$4,229.86	\$6,500.00	\$3,600.00
E 101-42100-208 Training and Licensing	\$3,076.00	\$3,515.24	\$2,829.98	\$3,000.00	\$3,500.00
E 101-42100-214 Building Heat	\$447.26	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-217 Uniforms	\$2,181.24	\$7,303.47	\$2,207.69	\$3,000.00	\$3,000.00
E 101-42100-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-304 Legal Fees	\$8,390.90	\$7,717.90	\$5,944.13	\$8,500.00	\$8,500.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 101-42100-306 Recruitment	\$375.00	\$1,115.84	\$1,710.25	\$0.00	\$500.00
E 101-42100-309 EDP, Software and Design	\$512.50	\$941.25	\$180.00	\$0.00	\$500.00
E 101-42100-310 Professional Services	\$1,007.25	\$182.23	\$827.00	\$0.00	\$500.00
E 101-42100-321 Telephone & Communications	\$5,949.28	\$2,842.51	\$2,258.08	\$3,900.00	\$3,900.00
E 101-42100-322 Postage	\$193.28	\$0.00	\$4.15	\$100.00	\$100.00
E 101-42100-330 Travel	\$120.79	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-360 Liability Insurance	\$5,369.00	\$9,075.93	\$3,196.00	\$0.00	\$0.00
E 101-42100-362 Property Insurance	\$1,399.04	\$1,649.49	\$12,119.00	\$12,080.00	\$13,210.00
E 101-42100-381 Electricity	\$1,716.09	\$2,215.52	\$1,088.12	\$1,500.00	\$0.00
E 101-42100-382 Water Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-385 Sewer Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-400 Repairs and Maintenance	\$965.07	\$11,530.39	\$5,160.81	\$850.00	\$3,000.00
E 101-42100-406 Grounds Maintenance	\$1,696.50	\$0.00	\$0.00	\$1,100.00	\$1,010.00
E 101-42100-412 Building Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-413 Rental	\$208.00	\$174.00	\$0.00	\$100.00	\$100.00
E 101-42100-418 Vehicle Fuels	\$9,720.67	\$4,723.11	\$4,295.69	\$7,500.00	\$7,500.00
E 101-42100-419 Vehicle Operations	\$3,054.51	\$1,047.87	\$143.62	\$3,000.00	\$3,000.00
E 101-42100-430 Miscellaneous	\$52.17	\$300.00	\$0.00	\$0.00	\$0.00
E 101-42100-433 Dues and Subscriptions	\$2,668.60	\$2,968.84	\$2,976.00	\$2,750.00	\$3,000.00
E 101-42100-438 Assessments/Taxes/Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-440 Cleaning Service	\$496.11	\$199.96	\$347.71	\$350.00	\$350.00
E 101-42100-441 Investigation Expense	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00
E 101-42100-443 Forfeiture Expense	\$373.50	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42100-580 Equipment	\$3,776.60	\$1,072.00	\$0.00	\$4,350.00	\$3,500.00
E 101-42100-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 42100 Police Department	\$323,377.51	\$281,282.56	\$280,583.40	\$372,650.00	\$405,550.00
Dept 42200 Fire Protection					
E 101-42200-300 Professional Services	\$56,942.60	\$48,907.76	\$38,281.52	\$58,150.00	\$59,000.00
E 101-42200-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42200-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 42200 Fire Protection	\$56,942.60	\$48,907.76	\$38,281.52	\$58,150.00	\$59,000.00
Dept 42400 Building Inspection & Permits					
E 101-42400-100 Salaries and Wages	\$5,278.42	\$49,008.40	\$53,839.19	\$54,010.00	\$63,320.00
E 101-42400-102 Overtime	\$39.24	\$42.47	\$0.00	\$0.00	\$0.00
E 101-42400-121 PERA	\$337.48	\$3,685.89	\$4,124.16	\$4,050.00	\$4,750.00
E 101-42400-122 Payroll Taxes	\$397.76	\$4,102.73	\$4,400.72	\$4,130.00	\$4,840.00
E 101-42400-131 Employer Paid Health	\$160.71	\$2,117.42	\$2,304.46	\$730.00	\$5,530.00
E 101-42400-133 Employer Paid Dental	\$11.92	\$108.94	\$51.60	\$10.00	\$90.00
E 101-42400-134 Employer Paid Life	\$7.67	\$15.03	\$3.22	\$10.00	\$0.00
E 101-42400-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$3,084.14	\$3,030.00	\$2,790.00
E 101-42400-200 Supplies	\$60.47	\$57.47	\$18.02	\$300.00	\$150.00
E 101-42400-208 Training and Licensing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-309 EDP, Software and Design	\$485.00	\$485.00	\$485.00	\$485.00	\$485.00
E 101-42400-310 Professional Services	\$192.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-311 Bldg Permit Expense	\$40,701.80	\$15,458.03	\$909.84	\$1,000.00	\$15,000.00
E 101-42400-312 Plan Review Expense	\$8,992.65	\$25,175.06	\$19,035.08	\$9,000.00	\$15,000.00
E 101-42400-314 Mechanical Permit Expense	\$2,654.39	\$859.56	\$284.64	\$350.00	\$1,000.00
E 101-42400-315 Plumbing Permit Expense	\$2,100.26	\$586.90	\$50.76	\$500.00	\$1,000.00
E 101-42400-321 Telephone & Communications	\$258.99	\$0.00	\$0.00	\$600.00	\$300.00
E 101-42400-322 Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 101-42400-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
E 101-42400-580 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42400-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 42400 Building Inspection & Permits	\$61,678.76	\$101,702.90	\$88,590.83	\$78,705.00	\$114,255.00
Dept 42500 Civil Defense					
E 101-42500-362 Property Insurance	\$264.00	\$566.30	\$0.00	\$0.00	\$0.00
E 101-42500-381 Electricity	\$136.63	\$0.00	\$0.00	\$100.00	\$100.00
E 101-42500-400 Repairs and Maintenance	\$75.00	\$1,567.50	\$0.00	\$200.00	\$200.00
E 101-42500-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 42500 Civil Defense	\$475.63	\$2,133.80	\$0.00	\$300.00	\$300.00
Dept 42700 Animal Control					
E 101-42700-200 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-42700-300 Professional Services	\$743.00	\$0.00	\$0.00	\$500.00	\$500.00
E 101-42700-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 42700 Animal Control	\$743.00	\$0.00	\$0.00	\$500.00	\$500.00
Dept 43100 Hwys, Streets, & Roads					
E 101-43100-100 Salaries and Wages	\$54,954.17	\$51,620.89	\$41,919.12	\$52,420.00	\$70,950.00
E 101-43100-102 Overtime	\$7,274.64	\$3,015.07	\$1,839.81	\$0.00	\$0.00
E 101-43100-121 PERA	\$3,906.54	\$4,193.74	\$3,439.36	\$3,930.00	\$5,320.00
E 101-43100-122 Payroll Taxes	\$4,645.21	\$5,394.62	\$4,250.76	\$4,010.00	\$5,430.00
E 101-43100-131 Employer Paid Health	\$1,497.52	\$8,712.94	\$7,847.83	\$5,850.00	\$9,900.00
E 101-43100-133 Employer Paid Dental	\$107.17	\$75.60	\$75.89	\$110.00	\$150.00
E 101-43100-134 Employer Paid Life	\$69.24	\$61.27	\$14.63	\$70.00	\$20.00
E 101-43100-142 Unemployment Benefit Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-151 Worker s Comp Insurance Prem	\$3,669.96	\$5,862.77	\$5,420.47	\$3,160.00	\$3,390.00
E 101-43100-200 Supplies	\$1,954.99	\$7,073.64	\$4,800.28	\$2,500.00	\$2,500.00
E 101-43100-211 Equipment Fuel	\$1,453.85	\$1,291.28	\$1,019.37	\$0.00	\$1,200.00
E 101-43100-214 Building Heat	\$526.22	\$0.00	\$0.00	\$550.00	\$550.00
E 101-43100-217 Uniforms	\$255.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-226 Signs	\$0.00	\$0.00	\$0.00	\$500.00	\$1,500.00
E 101-43100-303 Engineering Fees	\$6,736.00	\$5,926.25	\$0.00	\$0.00	\$6,500.00
E 101-43100-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-305 Medical and Dental Fees	\$168.50	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-306 Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-310 Professional Services	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00
E 101-43100-321 Telephone & Communications	\$445.27	\$455.00	\$1,322.02	\$500.00	\$500.00
E 101-43100-322 Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-330 Travel	\$381.85	\$1,586.82	\$1,138.19	\$400.00	\$400.00
E 101-43100-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-360 Liability Insurance	\$309.00	\$1,651.44	\$748.00	\$0.00	\$0.00
E 101-43100-362 Property Insurance	\$775.98	\$389.00	\$3,537.54	\$3,670.00	\$3,460.00
E 101-43100-381 Electricity	\$2,109.62	\$1,714.47	\$3,031.46	\$2,000.00	\$2,200.00
E 101-43100-387 Street & Park Lighting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-400 Repairs and Maintenance	\$13,517.30	\$5,670.18	\$5,949.71	\$8,000.00	\$8,000.00
E 101-43100-406 Grounds Maintenance	\$1,300.00	\$5,300.00	\$2,475.00	\$3,500.00	\$3,850.00
E 101-43100-407 Snow Plowing	\$4,560.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-408 Sand/Rock/Dirt	\$13,306.58	\$14,763.93	\$16,565.80	\$8,900.00	\$14,800.00
E 101-43100-409 St. Sweeping	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-411 Road Maintenance	\$13,901.25	\$68,803.64	\$71,885.10	\$75,000.00	\$85,000.00
E 101-43100-413 Rental	\$0.00	\$1,875.00	\$0.00	\$0.00	\$0.00
E 101-43100-418 Vehicle Fuels	\$2,925.74	\$2,084.75	\$1,824.87	\$3,000.00	\$3,300.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 101-43100-419 Vehicle Operations	\$5,301.58	\$6,504.43	\$3,228.50	\$5,500.00	\$5,500.00
E 101-43100-438 Assessments/Taxes/Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-43100-440 Cleaning Service	\$642.39	\$172.49	\$322.74	\$500.00	\$500.00
E 101-43100-500 Capital Outlay	\$80,753.63	\$1,850.00	\$0.00	\$0.00	\$0.00
E 101-43100-580 Equipment	\$0.00	\$59,650.88	\$0.00	\$0.00	\$0.00
Dept 43100 Hwys, Streets, & Roads	\$227,449.20	\$265,700.10	\$182,656.45	\$185,070.00	\$234,920.00
Dept 43124 Street Lighting					
E 101-43124-381 Electricity	\$21,364.22	\$22,072.30	\$17,082.61	\$30,000.00	\$33,000.00
E 101-43124-400 Repairs and Maintenance	\$15.09	\$799.00	\$1,201.21	\$0.00	\$0.00
Dept 43124 Street Lighting	\$21,379.31	\$22,871.30	\$18,283.82	\$30,000.00	\$33,000.00
Dept 45200 Parks					
E 101-45200-100 Salaries and Wages	\$21,085.08	\$14,597.35	\$11,882.29	\$15,890.00	\$19,490.00
E 101-45200-102 Overtime	\$646.41	\$584.52	\$338.47	\$0.00	\$0.00
E 101-45200-121 PERA	\$1,286.90	\$1,151.54	\$933.34	\$1,120.00	\$1,390.00
E 101-45200-122 Payroll Taxes	\$1,646.67	\$1,479.91	\$1,168.89	\$1,220.00	\$1,490.00
E 101-45200-131 Employer Paid Health	\$680.73	\$2,481.61	\$2,346.26	\$1,840.00	\$2,790.00
E 101-45200-133 Employer Paid Dental	\$30.31	\$69.78	\$26.15	\$40.00	\$40.00
E 101-45200-134 Employer Paid Life	\$19.58	\$19.69	\$5.00	\$20.00	\$10.00
E 101-45200-142 Unemployment Benefit Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-151 Worker s Comp Insurance Prem	\$772.93	\$534.10	\$662.65	\$540.00	\$560.00
E 101-45200-200 Supplies	\$1,150.03	\$2,395.92	\$3,209.22	\$2,000.00	\$2,400.00
E 101-45200-210 Supplies/Water Meter, Etc.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-211 Equipment Fuel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-221 Equipment	\$0.00	\$397.50	\$0.00	\$0.00	\$400.00
E 101-45200-226 Signs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-303 Engineering Fees	\$2,623.50	\$5,754.25	\$3,178.50	\$2,000.00	\$6,000.00
E 101-45200-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-310 Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-313 Planning Fee s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-319 Programming Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-321 Telephone & Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-322 Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-330 Travel	\$268.46	\$33.06	\$162.58	\$0.00	\$0.00
E 101-45200-340 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-360 Liability Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-362 Property Insurance	\$12,813.00	\$21,000.69	\$30,880.11	\$24,240.00	\$24,130.00
E 101-45200-381 Electricity	\$6,126.26	\$4,100.12	\$4,311.36	\$4,100.00	\$4,500.00
E 101-45200-384 Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-387 Street & Park Lighting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-400 Repairs and Maintenance	\$10,183.45	\$15,027.26	\$5,646.85	\$10,000.00	\$10,000.00
E 101-45200-406 Grounds Maintence	\$13,643.15	\$12,030.00	\$9,409.36	\$12,900.00	\$14,000.00
E 101-45200-407 Snow Plowing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-408 Sand/Rock/Dirt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-409 St. Sweeping	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-413 Rental	\$1,700.00	\$1,400.00	\$2,600.00	\$1,850.00	\$1,850.00
E 101-45200-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-433 Dues and Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-438 Assessments/Taxes/Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-45200-440 Cleaning Service	\$0.00	\$1,106.81	\$2,204.30	\$0.00	\$0.00
E 101-45200-500 Capital Outlay	\$0.00	\$340.35	\$0.00	\$0.00	\$0.00
E 101-45200-580 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 101-45200-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 45200 Parks	\$74,676.46	\$84,504.46	\$78,965.33	\$77,760.00	\$89,050.00
Dept 46500 Economic Development					
E 101-46500-810 Refunds/Reimbursements	\$3,053.41	\$1,526.48	\$3,052.95	\$3,055.00	\$0.00
Dept 46500 Economic Development	\$3,053.41	\$1,526.48	\$3,052.95	\$3,055.00	\$0.00
Dept 47000 Debt Service					
E 101-47000-601 Debt Srv Bond Principal	\$23,993.00	\$23,993.00	\$23,992.85	\$23,995.00	\$23,995.00
E 101-47000-611 Bond Interest	\$1,919.00	\$1,439.70	\$959.71	\$960.00	\$480.00
E 101-47000-620 Fiscal Agent s Fees	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
E 101-47000-720 Operating Transfers	\$27,974.00	\$322,540.74	\$0.00	\$0.00	\$0.00
Dept 47000 Debt Service	\$54,386.00	\$347,973.44	\$24,952.56	\$24,955.00	\$24,475.00
Dept 49300 Other Financing Uses					
E 101-49300-510 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49300 Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer					
E 101-49360-720 Operating Transfers	\$0.00	\$0.00	\$1,155,264.20	\$233,900.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$1,155,264.20	\$233,900.00	\$0.00
Fund 101 GENERAL FUND	\$1,248,169.92	\$1,606,264.78	\$2,206,254.70	\$1,455,050.00	\$1,363,183.00
Fund 201 GAMBLING					
Dept 45200 Parks					
E 201-45200-500 Capital Outlay	\$0.00	\$0.00	\$57,999.99	\$53,000.00	\$0.00
E 201-45200-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 45200 Parks	\$0.00	\$0.00	\$57,999.99	\$53,000.00	\$0.00
Dept 49360 Transfer					
E 201-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 201 GAMBLING	\$0.00	\$0.00	\$57,999.99	\$53,000.00	\$0.00
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY					
Dept 46500 Economic Development					
E 235-46500-100 Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$9,640.00
E 235-46500-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$720.00
E 235-46500-122 Payroll Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$740.00
E 235-46500-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	\$1,040.00
E 235-46500-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00
E 235-46500-134 Employer Paid Life	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 235-46500-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00
E 235-46500-200 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 235-46500-301 Auditing and Acct g Services	\$0.00	\$0.00	\$0.00	\$0.00	\$2,220.00
E 235-46500-304 Legal Fees	\$0.00	\$0.00	\$1,999.00	\$0.00	\$1,000.00
E 235-46500-313 Planning Fee s	\$0.00	\$0.00	\$793.50	\$0.00	\$4,000.00
E 235-46500-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 46500 Economic Development	\$0.00	\$0.00	\$2,792.50	\$0.00	\$19,420.00
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY	\$0.00	\$0.00	\$2,792.50	\$0.00	\$19,420.00
Fund 300 2013A GO BONDS					
Dept 41910 Planning and Zoning					
E 300-41910-300 Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 300-41910-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 300-41910-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 300-41910-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 300-41910-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 300-41910-510 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 41910 Planning and Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 47000 Debt Service					
E 300-47000-300 Professional Services	\$0.00	\$0.00	\$320.00	\$0.00	\$320.00
E 300-47000-601 Debt Srv Bond Principal	\$80,000.00	\$80,000.00	\$85,000.00	\$85,000.00	\$85,000.00
E 300-47000-611 Bond Interest	\$31,108.00	\$29,107.50	\$26,632.50	\$26,630.00	\$24,085.00
E 300-47000-620 Fiscal Agent s Fees	\$0.00	\$333.34	\$375.00	\$500.00	\$500.00
Dept 47000 Debt Service	\$111,108.00	\$109,440.84	\$112,327.50	\$112,130.00	\$109,905.00
Fund 300 2013A GO BONDS	\$111,108.00	\$109,440.84	\$112,327.50	\$112,130.00	\$109,905.00
Fund 304 2018A GO BONDS					
Dept 47000 Debt Service					
E 304-47000-300 Professional Services	\$0.00	\$0.00	\$320.00	\$0.00	\$320.00
E 304-47000-601 Debt Srv Bond Principal	\$0.00	\$20,000.00	\$30,000.00	\$30,000.00	\$30,000.00
E 304-47000-611 Bond Interest	\$27,974.00	\$28,210.00	\$27,210.00	\$27,210.00	\$26,010.00
E 304-47000-620 Fiscal Agent s Fees	\$0.00	\$0.00	\$375.00	\$500.00	\$500.00
Dept 47000 Debt Service	\$27,974.00	\$48,210.00	\$57,905.00	\$57,710.00	\$56,830.00
Fund 304 2018A GO BONDS	\$27,974.00	\$48,210.00	\$57,905.00	\$57,710.00	\$56,830.00
Fund 305 2020A GO BONDS					
Dept 47000 Debt Service					
E 305-47000-300 Professional Services	\$0.00	\$0.00	\$320.00	\$0.00	\$320.00
E 305-47000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$80,000.00	\$80,000.00	\$85,000.00
E 305-47000-611 Bond Interest	\$0.00	\$29,043.50	\$52,418.76	\$52,420.00	\$49,945.00
E 305-47000-620 Fiscal Agent s Fees	\$0.00	\$0.00	\$625.00	\$500.00	\$500.00
Dept 47000 Debt Service	\$0.00	\$29,043.50	\$133,363.76	\$132,920.00	\$135,765.00
Fund 305 2020A GO BONDS	\$0.00	\$29,043.50	\$133,363.76	\$132,920.00	\$135,765.00
Fund 410 PUBLIC WORKS CAPITAL OUTLAY					
Dept 43100 Hwys, Streets, & Roads					
E 410-43100-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$120,000.00	\$379,962.00
E 410-43100-580 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 43100 Hwys, Streets, & Roads	\$0.00	\$0.00	\$0.00	\$120,000.00	\$379,962.00
Dept 46300 Redevelopment					
E 410-46300-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 410-46300-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 410-46300-310 Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 410-46300-340 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 410-46300-406 Grounds Maintence	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 410-46300-530 Improvements Other Than Bldgs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 46300 Redevelopment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 410 PUBLIC WORKS CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$120,000.00	\$379,962.00
Fund 425 PUBLIC SAFETY CAPITAL OUTLAY					
Dept 42100 Police Department					
E 425-42100-500 Capital Outlay	\$0.00	\$0.00	\$42,142.38	\$33,000.00	\$0.00
Dept 42100 Police Department	\$0.00	\$0.00	\$42,142.38	\$33,000.00	\$0.00
Dept 49360 Transfer					

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 425-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 425 PUBLIC SAFETY CAPITAL OUTLAY	\$0.00	\$0.00	\$42,142.38	\$33,000.00	\$0.00
Fund 426 PARKS & REC. CAPITAL OUTLAY					
Dept 45200 Parks					
E 426-45200-303 Engineering Fees	\$0.00	\$0.00	\$10,481.50	\$0.00	\$0.00
E 426-45200-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$233,900.00	\$150,490.00
Dept 45200 Parks	\$0.00	\$0.00	\$10,481.50	\$233,900.00	\$150,490.00
Fund 426 PARKS & REC. CAPITAL OUTLAY	\$0.00	\$0.00	\$10,481.50	\$233,900.00	\$150,490.00
	\$1,387,251.92	\$1,792,959.12	\$2,623,267.33	\$2,197,710.00	\$2,215,555.00

(*Expenditure Accounts].[Fund] In ("101","201","235","300","304","305","410","425","426"))

CITY OF DUNDAS
AEM Revenue Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
Fund 101 GENERAL FUND					
R 101-31010 Current Ad Valorem Taxes	\$982,811.91	\$1,092,425.51	\$493,673.57	\$872,261.00	\$972,274.00
R 101-31020 Delinquent Ad Valorem Taxes	\$7,784.88	\$36,702.88	\$0.00	\$0.00	\$0.00
R 101-31060 Excess Tax Increments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-31900 Penalties and Interest DelTax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-32110 Alcoholic Beverages	\$8,065.00	\$10,782.50	\$875.00	\$8,000.00	\$8,000.00
R 101-32170 Amusements	\$170.00	\$60.00	\$0.00	\$0.00	\$0.00
R 101-32180 Other Licenses/Permits	\$3,088.25	\$4,561.00	\$3,130.00	\$2,500.00	\$2,500.00
R 101-32190 Cigarette License	\$0.00	\$590.00	\$0.00	\$0.00	\$0.00
R 101-32210 Building Permits	\$47,843.02	\$105,153.38	\$64,007.35	\$45,000.00	\$75,000.00
R 101-32220 HVAC Permit	\$1,050.00	\$4,255.75	\$4,540.79	\$1,000.00	\$3,000.00
R 101-32230 Plumbing Connection Permits	\$1,256.00	\$5,040.00	\$3,602.00	\$2,000.00	\$3,000.00
R 101-32270 Plan Check	\$12,898.46	\$53,620.59	\$40,291.88	\$20,000.00	\$35,000.00
R 101-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-33401 Local Government Aid	\$181,520.46	\$189,869.00	\$87,079.50	\$174,159.00	\$174,159.00
R 101-33402 Market Value Credit	\$441.84	\$440.50	\$0.00	\$425.00	\$450.00
R 101-33405 PERA Rate Increase Aid	\$104.00	\$0.00	\$0.00	\$105.00	\$100.00
R 101-33416 Police Training Reimbursement	\$0.00	\$1,881.82	\$3,020.00	\$0.00	\$0.00
R 101-33419 Muni State Aid St Maintenance	\$0.00	\$0.00	\$15,707.50	\$0.00	\$0.00
R 101-33430 State Police Aid	\$25,188.72	\$18,902.07	\$25,875.82	\$25,000.00	\$25,000.00
R 101-33460 Nightcap Police	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-33500 Federal Grant Aid	\$0.00	\$118,360.00	\$0.00	\$0.00	\$0.00
R 101-33630 TZD Police	\$1,829.67	\$976.14	\$570.60	\$2,000.00	\$1,000.00
R 101-33640 Bulletproof Vest Partnership	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-34000 Charges for Services	\$4.00	\$1,398.52	\$199.50	\$0.00	\$0.00
R 101-34103 Zoning and Subdivision Fees	\$13,028.82	\$80,202.85	\$19,253.53	\$5,000.00	\$5,000.00
R 101-34104 Building Permit Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-34107 Assessment Search Fees	\$1,665.00	\$3,034.71	\$2,780.00	\$1,500.00	\$1,500.00
R 101-34108 Admin Charges Other Funds	\$0.00	\$205.40	\$0.00	\$0.00	\$0.00
R 101-34200 Public Safety Charges for Srvs	\$3,040.00	\$4,400.00	\$2,992.50	\$0.00	\$0.00
R 101-34203 Accident/Police Report	\$35.00	\$45.00	\$45.00	\$0.00	\$0.00
R 101-34300 Road Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-34780 Park Fees	\$3,098.70	\$773.06	\$2,065.00	\$2,500.00	\$2,500.00
R 101-34800 Franchise & Licensing Revenue	\$15,370.83	\$15,521.25	\$9,037.66	\$15,500.00	\$15,500.00
R 101-34950 Other Revenues	\$33,478.08	\$2,360.06	\$5,013.00	\$0.00	\$0.00
R 101-35000 Fines and Forfeits	\$26,111.91	\$11,329.41	\$6,493.52	\$25,000.00	\$15,000.00
R 101-36100 Spec Assessments-PPD	\$8,090.73	\$7,475.45	\$600.00	\$0.00	\$0.00
R 101-36205 Co-op Dividend	\$0.00	\$20.90	\$0.00	\$0.00	\$0.00
R 101-36210 Interest Earnings	\$43,749.64	\$8,336.52	\$1,597.56	\$15,000.00	\$20,000.00
R 101-36220 Rent and Royalties	\$4,200.00	\$4,550.00	\$3,500.00	\$4,200.00	\$4,200.00
R 101-36230 Contributions and Donations	\$2,244.02	\$1,616.19	\$2,000.00	\$0.00	\$0.00
R 101-36240 Special Park Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-36245 Insurance Settlement	\$0.00	\$7,465.92	\$0.00	\$0.00	\$0.00
R 101-36250 Spec Program Donations PD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-36300 Refunds and reimbursements	\$2,015.89	\$3,557.68	\$3,504.51	\$0.00	\$0.00
R 101-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$69,723.00	\$0.00	\$0.00
R 101-39200 Interfund Operating Transfers	\$0.00	\$103,300.34	\$0.00	\$0.00	\$0.00
R 101-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-39300 Proceeds-Gen Long-term Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 101-39400 Use of Reserves	\$0.00	\$0.00	\$0.00	\$233,900.00	\$0.00
R 101-39999 Prior Period Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 101 GENERAL FUND	\$1,430,184.83	\$1,899,214.40	\$871,178.79	\$1,455,050.00	\$1,363,183.00

CITY OF DUNDAS
AEM Revenue Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
Fund 201 GAMBLING					
R 201-36210 Interest Earnings	\$374.80	\$447.35	\$166.16	\$200.00	\$250.00
R 201-36230 Contributions and Donations	\$33,742.66	\$5,186.80	\$0.00	\$20,000.00	\$20,000.00
R 201-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 201-39203 Transfer from Other Fund	\$0.00	\$0.00	\$9,823.20	\$0.00	\$0.00
Fund 201 GAMBLING	\$34,117.46	\$5,634.15	\$9,989.36	\$20,200.00	\$20,250.00
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY					
R 235-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$34,840.00
Fund 235 ECONOMIC DEVELOPMENT AUTHORITY	\$0.00	\$0.00	\$0.00	\$0.00	\$34,840.00
Fund 300 2013A GO BONDS					
R 300-31000 General Property Taxes	\$0.00	\$0.00	\$57,937.50	\$115,875.00	\$118,448.00
R 300-36100 Spec Assessments-PPD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 300-36210 Interest Earnings	\$4,956.60	\$389.21	\$32.34	\$0.00	\$405.00
R 300-39200 Interfund Operating Transfers	\$0.00	\$109,107.50	\$0.00	\$0.00	\$0.00
Fund 300 2013A GO BONDS	\$4,956.60	\$109,496.71	\$57,969.84	\$115,875.00	\$118,853.00
Fund 304 2018A GO BONDS					
R 304-31000 General Property Taxes	\$0.00	\$0.00	\$29,720.00	\$59,440.00	\$58,181.00
R 304-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 304-39200 Interfund Operating Transfers	\$27,974.00	\$48,210.00	\$0.00	\$0.00	\$0.00
Fund 304 2018A GO BONDS	\$27,974.00	\$48,210.00	\$29,720.00	\$59,440.00	\$58,181.00
Fund 305 2020A GO BONDS					
R 305-31000 General Property Taxes	\$0.00	\$0.00	\$71,515.00	\$143,030.00	\$140,352.00
R 305-31010 Current Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 305-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 305-39200 Interfund Operating Transfers	\$0.00	\$29,043.50	\$0.00	\$0.00	\$0.00
Fund 305 2020A GO BONDS	\$0.00	\$29,043.50	\$71,515.00	\$143,030.00	\$140,352.00
Fund 410 PUBLIC WORKS CAPITAL OUTLAY					
R 410-31000 General Property Taxes	\$0.00	\$0.00	\$20,000.00	\$40,000.00	\$40,000.00
R 410-36210 Interest Earnings	\$145.38	\$62.73	\$86.77	\$0.00	\$550.00
R 410-36240 Special Park Revenues	\$0.00	\$23,400.00	\$0.00	\$0.00	\$0.00
R 410-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 410-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 410-39310 Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500,000.00
Fund 410 PUBLIC WORKS CAPITAL OUTLAY	\$145.38	\$23,462.73	\$20,086.77	\$40,000.00	\$1,540,550.00
Fund 425 PUBLIC SAFETY CAPITAL OUTLAY					
R 425-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00
R 425-36210 Interest Earnings	\$1,757.90	\$759.33	\$217.66	\$0.00	\$420.00
R 425-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 425 PUBLIC SAFETY CAPITAL OUTLAY	\$1,757.90	\$759.33	\$217.66	\$0.00	\$13,420.00
Fund 426 PARKS & REC. CAPITAL OUTLAY					
R 426-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 426-36210 Interest Earnings	\$0.00	\$0.00	\$216.88	\$0.00	\$4,000.00
R 426-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 426-39201 Transfer from General Fund	\$0.00	\$0.00	\$194,916.70	\$233,900.00	\$0.00
R 426-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 426 PARKS & REC. CAPITAL OUTLAY	\$0.00	\$0.00	\$195,133.58	\$233,900.00	\$4,000.00

CITY OF DUNDAS
AEM Revenue Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
	\$1,499,136.17	\$2,115,820.82	\$1,255,811.00	\$2,067,495.00	\$3,293,629.00

(*Revenue Accounts].[Fund] In ("101","201","235","300","304","305","410","425","426"))

BUDGET MEMO

TO: CITY ADMINISTRATOR
FROM: BLAKE TORBECK – ABDO FINANCIAL SOLUTIONS
SUBJECT: 2022 FINAL ENTERPRISE FUNDS BUDGET
DATE: 12/13/2021

Introduction

Upon your request, we have summarized some of the key items for consideration in this years' enterprise fund budget.

Budget Format

Key items in this year's budget:

- There are currently four enterprise funds operating at the City.
- The final 2022 enterprise fund budget has a net expense of \$379,307 and a decrease in fund balance of \$874,343, after considering depreciation. The net expense and decrease in fund balance can be mainly attributed to the \$500,000 estimated sewer pre-treatment project that is currently assumed for 2022. This is a very tentative CIP item and should be considered as such.
- Rates were increased in early 2020 for the Sewer base and Stormwater unit rate, thus an increase in 2021 was deemed unnecessary. In late 2021 a utility rate study was performed by Abdo Financial Solutions with assumptions agreed upon with management. Those projections are available in the rate study and have been incorporated into this budget.
- In the coming years there are a number of capital expenses planned, totaling an estimated \$893,046, so it is imperative to have adequate funds available.
- Staffing
 - Seven members of the City staff have salaries and wages allocated to at least one of the enterprise funds (this includes the new full-time budgeted position in public works)
 - All employees are projected to receive a COLA increase and eligible employees will receive a step increase
- Debt service expenses have been budgeted for according to each individual debt issues bond service schedules. Included in this are bond indebtedness principal payments, bond indebtedness interest payments and fiscal agent fees. These items have been budgeted and presented according to each issue of debt's amortization schedule and bond document.

Enterprise Fund Summary

Typically, the enterprise funds include general operations, financial administration and debt service. The final 2022 enterprise fund budget is listed below for each fund:

	Storm Sewer	Water	Sewer	Refuse
Revenues				
Sales and Fees	\$ 82,000	393,686	\$ 513,410	\$ 116,550
Franchising/Licensing	-	55,000	-	-
Federal Grant Aid	-	-	87,087	-
Interest and Penalties	3,000	6,700	6,360	1,140
Miscellaneous	-	500	-	-
Total Revenue	85,000	455,886	606,857	117,690
Expenses				
Personnel	13,310	106,480	74,740	-
Operations	-	71,700	226,500	87,180
Administrative	5,640	19,350	18,050	4,950
Planning and Engineering	10,000	10,000	-	-
Repairs and Maintenance	13,500	53,300	21,100	-
Insurance	-	10,590	6,780	-
Utilities	-	30,500	6,900	-
Supplies	-	10,000	550	200
Debt Service	-	175,825	167,595	-
Capital and Equipment	-	-	500,000	-
Total Expenses	42,450	487,745	1,022,215	92,330
Revenues Over (Under) Expenses	42,550	(31,859)	(415,358)	25,360
Less: Depreciation (non-cash item)	17,050	227,915	250,071	-
Change in Fund Balance	25,500	(259,774)	(665,429)	25,360
Fund Balance - January 1	773,445	3,242,252	4,474,551	126,878
Fund Balance - December 31	\$ 798,945	\$ 2,982,478	\$ 3,809,122	\$ 152,238

Enterprise Fund Detail

On the following pages each individual enterprise funds actual operating results from 2019 and 2020, year-to-date results, 2021 budget and final 2022 budget are presented.

Storm Sewer Budget Summary

	Actual 2019	Actual 2020	YTD 11/1/2021	Budget 2021	Budget 2022	Amount Change	Percent Change
Revenues							
Storm Water Fees	\$ 72,675	\$ 83,876	\$ 73,058	\$ 82,000	\$ 82,000	\$ -	0%
Interest and Penalties	5,073	3,417	1,365	3,000	3,000	-	0%
Miscellaneous Revenue	26,231	-	-	-	-	-	0%
Total Revenues	103,979	87,293	74,423	85,000	85,000	-	0%
Expenses							
Personnel	15,838	6,968	9,301	10,660	13,310	2,650	25%
Administrative	4,763	9,611	4,616	5,515	5,640	125	2%
Planning and Engineering	14,645	281	3,402	10,000	10,000	-	0%
Repairs and Maintenance	53,406	17,761	5,634	13,000	13,500	500	4%
Total Expenses	88,653	34,621	22,953	39,175	42,450	3,275	8%
Revenues Over (Under) Expenses	15,327	52,673	51,470	42,000	42,550	(3,275)	
Less: Depreciation (non-cash item)	17,040	17,040	14,208	17,050	17,050		
Change in Fund Balance	(1,713)	35,632	37,262	24,950	25,500		
Beginning Fund Balance	714,576	712,862	748,495	748,495	773,445		
Ending Fund Balance	\$ 712,862	\$ 748,495	\$ 785,757	\$ 773,445	\$ 798,945		

Storm Sewer Fund Key Information:

- Each line item was budgeted in an attempt to be in line with actuals from previous years.
- Depreciation is a reduction in the value of an asset with the passage of time, due in particular to wear and tear.
*Depreciation is a non-cash item and thus does not impact cash balances, only fund balances.

Water Fund Budget Summary

	Actual 2019	Actual 2020	YTD 11/1/2021	Budget 2021	Budget 2022	Amount Change	Percent Change
Revenues							
Water sales	\$ 310,670	\$ 443,576	\$ 416,113	\$ 328,500	\$ 393,686	\$ 65,186	20%
Franchising and Licensing	60,966	48,289	51,444	50,000	55,000	5,000	10%
Interest and Penalties	18,053	10,492	4,539	13,000	6,700	(6,300)	-48%
Miscellaneous	71,225	886	702	500	500	-	0%
Refunds and Reimbursements	400	195	303	-	-	-	0%
Prior Period Adjustment	-	7,130	100	-	-	-	0%
Total Revenues	461,315	510,569	473,202	392,000	455,886	63,886	16%
Expenses							
Personnel	76,203	82,553	68,078	75,310	106,480	31,170	41%
Supplies	9,543	30,891	8,476	10,000	10,000	-	0%
Water Operations	10,344	1,446	62,188	6,100	71,700	65,600	1075%
Administrative	12,481	14,928	18,578	18,488	19,350	863	5%
Utilities	24,453	29,166	25,289	25,500	30,500	5,000	20%
Planning and Engineering	11,258	20,313	6,935	10,000	10,000	-	0%
Insurance	6,423	5,910	10,810	9,380	10,590	1,210	13%
Repairs and Maintenance	52,758	67,266	58,361	49,100	53,300	4,200	9%
Capital and Equipment	621	-	16,032	-	-	-	-
Debt Service	40,488	35,924	175,350	174,905	175,825	920	1%
Loss on Disposal of Assets	-	1,992	-	-	-	-	-
Total Expenses	244,572	290,388	450,096	378,783	487,745	108,963	29%
Revenues Over (Under) Expenses	216,742	220,181	23,105	13,218	(31,859)	(45,077)	
Less: Depreciation (non-cash item)	224,762	228,538	187,500	225,000	227,915		
Change in Fund Balance	(8,020)	(8,357)	(164,395)	(211,783)	(259,774)		
Beginning Fund Balance	3,470,411	3,462,392	3,454,035	3,454,035	3,242,252		
Ending Fund Balance	<u>\$ 3,462,392</u>	<u>\$ 3,454,035</u>	<u>\$ 3,289,640</u>	<u>\$ 3,242,252</u>	<u>\$ 2,982,478</u>		

Water Fund Key Information:

- As mentioned above, a utility rate study was performed for the Water fund in late 2021. These budgeted numbers reflect the outcomes presented in that project, which includes an assumed increase in Water rates of 3%.
- The water utility study project highlighted the need to increase the budgeted amount of water sales, which is driven by development and consumption, hence a 20% increase to this budgeted revenue.
- Water personnel costs increased due to the budgeting for a new full-time position, which has its salary and other employment costs budgeted 36% to the water enterprise fund.
- Water operations expense has a large budgeted increase due to the water meter replacement and enhancement project which includes replacing old or worn meters and installing a radio reading technology.
- With an increase to water sales an increase to water operations and utilities is necessary to account for the increased expense that comes with increased usage.
- Depreciation is a reduction in the value of an asset with the passage of time, due in particular to wear and tear.
**Depreciation is a non-cash item and thus does not impact cash balances, only fund balances.*

Sewer Fund Budget Summary

	Actual 2019	Actual 2020	YTD 11/1/2021	Budget 2021	Budget 2022	Amount Change	Percent Change
Revenues							
Sewer Sales	\$ 390,824	\$ 506,260	\$ 442,027	\$ 415,000	\$ 513,410	\$ 98,410	24%
Federal Grant Aid	-	-	87,087	-	87,087	87,087	0%
Interest and Penalties	4,979	12,615	5,698	9,500	6,360	(3,140)	-33%
Miscellaneous Revenues	71,223	-	79	-	-	-	0%
Total Revenues	467,027	518,874	534,891	424,500	606,857	182,357	43%
Expenses							
Personnel	55,957	56,734	48,058	53,250	74,740	21,490	40%
Supplies	619	696	153	550	550	-	0%
Administrative	6,400	12,489	15,713	15,888	18,050	2,163	14%
Sewer Operations	193,694	185,979	188,759	185,170	226,500	41,330	22%
Utilities	9,180	7,351	3,498	7,400	6,900	(500)	-7%
Planning and Engineering	94	563	18,526	-	-	-	0%
Insurance	4,337	5,068	7,773	6,140	6,780	640	10%
Repairs and Maintenance	26,487	28,411	29,484	21,000	21,100	100	0%
Miscellaneous	157	(46)	-	-	-	-	0%
Interest and Penalties	934	-	-	-	-	-	0%
Capital and Equipment	-	-	15,093	-	500,000	500,000	0%
Debt Service	37,887	29,298	79,045	169,405	167,595	(1,810)	-1%
Loss on Sale of Fixed Assets	-	1,092	-	-	-	-	0%
Total Expenses	335,745	327,636	406,100	458,803	1,022,215	563,413	123%
Revenues Over (Under) Expenses	131,282	191,238	128,791	(34,303)	(415,358)	(381,056)	
Less: Depreciation (non-cash item)	250,694	250,694	208,917	250,700	250,071		
Change in Fund Balance	(119,412)	(59,455)	(80,126)	(285,003)	(665,429)		
Beginning Fund Balance	4,938,421	4,819,009	4,759,553	4,759,553	4,474,551		
Ending Fund Balance	\$ 4,819,009	\$ 4,759,553	\$ 4,679,427	\$ 4,474,551	\$ 3,809,122		

Sewer Fund Key Information:

- As mentioned above, a utility rate study was performed for the Sewer fund in late 2021. These budgeted numbers reflect the outcomes presented in that project, which includes an assumed increase in Sewer rates of 4%.
- The sewer utility study project highlighted the need to increase the budgeted amount of sewer sales, which is driven by development and consumption, hence a 24% increase to this budgeted revenue.
- Sewer personnel costs increased due to the budgeting for a new full-time position, which has its salary and other employment costs budgeted 24% to the sewer enterprise fund.
- With an increase to sewer sales an increase to sewer operations and utilities is necessary to account for the increased expense that comes with increased use.
- Depreciation is a reduction in the value of an asset with the passage of time, due in particular to wear and tear.
**Depreciation is a non-cash item and thus does not impact cash balances, only fund balances.*

Garbage/Refuse Fund Budget Summary

	Actual 2019	Actual 2020	YTD 11/1/2021	Budget 2021	Budget 2022	Amount Change	Percent Change
Revenues							
Refuse and Garbage Fees	\$ 104,194	\$ 104,241	\$ 88,926	\$ 110,000	\$ 116,550	\$ 6,550	6%
Miscellaneous	1,488	1,388	991	-	-	-	0%
Interest and Penalties	1,208	718	276	500	1,140	640	128%
Refunds and reimbursements	91	-	3	-	-	-	0%
Total Revenues	106,982	106,348	90,195	110,500	117,690	7,190	7%
Expenses							
Personnel	4,947	(2,146)	-	-	-	-	0%
Administrative	2,727	3,785	4,251	5,415	4,950	(465)	-9%
Refuse and Garbage Operations	74,201	80,002	66,666	80,000	87,180	7,180	9%
Supplies	170	1,074	-	200	200	-	0%
Total Expenses	82,044	82,714	70,917	85,615	92,330	6,715	8%
Revenues Over (Under) Expenses	24,938	23,634	19,278	24,885	25,360	475	
Less: Depreciation (non-cash item)							
Change in Fund Balance							
Beginning Fund Balance	53,422	78,360	101,993	101,993	126,878		
Ending Fund Balance	\$ 78,360	\$ 101,993	\$ 121,272	\$ 126,878	\$ 152,238		

Garbage/Refuse Fund Key Information:

- The Refuse Fund revenues and expenses were budgeted to be in line with actuals from previous years.

Enterprise Funds Budget Detail

The following financial reports are attached:

- Abdo 2022 Final Revenue Budget
- Abdo 2022 Final Expenses Budget

CITY OF DUNDAS

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
Fund 225 STORM SEWER					
Dept 41400 Financial Administration					
E 225-41400-100 Salaries and Wages	\$4,896.80	\$7,451.19	\$6,705.90	\$8,360.00	\$10,010.00
E 225-41400-121 PERA	\$289.09	\$604.11	\$513.63	\$630.00	\$750.00
E 225-41400-122 Payroll Taxes	\$456.07	\$734.00	\$611.18	\$640.00	\$770.00
E 225-41400-131 Employer Paid Health	\$124.46	\$1,193.64	\$1,411.90	\$960.00	\$1,710.00
E 225-41400-133 Employer Paid Dental	\$8.86	\$97.17	\$15.18	\$20.00	\$30.00
E 225-41400-134 Employer Paid Life	\$5.71	\$10.11	\$2.28	\$10.00	\$0.00
E 225-41400-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$40.71	\$40.00	\$40.00
Dept 41400 Financial Administration	\$5,780.99	\$10,090.22	\$9,300.78	\$10,660.00	\$13,310.00
Dept 43150 Storm Drainage					
E 225-43150-100 Salaries and Wages	\$6,383.21	\$45.94	\$0.00	\$0.00	\$0.00
E 225-43150-102 Overtime	\$319.34	\$42.38	\$0.00	\$0.00	\$0.00
E 225-43150-121 PERA	\$2,605.87	-\$3,260.42	\$0.00	\$0.00	\$0.00
E 225-43150-122 Payroll Taxes	\$505.39	\$19.12	\$0.00	\$0.00	\$0.00
E 225-43150-131 Employer Paid Health	\$231.98	\$29.40	\$0.00	\$0.00	\$0.00
E 225-43150-133 Employer Paid Dental	\$6.65	\$0.86	\$0.00	\$0.00	\$0.00
E 225-43150-134 Employer Paid Life	\$4.34	\$0.60	\$0.00	\$0.00	\$0.00
E 225-43150-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-200 Supplies	\$170.18	\$136.65	\$695.35	\$200.00	\$200.00
E 225-43150-208 Training and Licensing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-301 Auditing and Acct g Services	\$1,592.87	\$8,732.25	\$3,921.00	\$4,315.00	\$4,440.00
E 225-43150-303 Engineering Fees	\$14,645.00	\$281.25	\$3,401.75	\$10,000.00	\$10,000.00
E 225-43150-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-309 EDP, Software and Design	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-310 Professional Services	\$1,928.00	\$550.36	\$0.00	\$0.00	\$0.00
E 225-43150-313 Planning Fee s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-322 Postage	\$1,040.68	\$185.42	\$0.00	\$1,000.00	\$1,000.00
E 225-43150-330 Travel	\$31.69	\$6.33	\$0.00	\$0.00	\$0.00
E 225-43150-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-400 Repairs and Maintenance	\$48,019.35	\$9,978.50	\$3,093.00	\$5,000.00	\$5,000.00
E 225-43150-406 Grounds Maintence	\$400.00	\$2,700.00	\$0.00	\$3,000.00	\$3,500.00
E 225-43150-409 St. Sweeping	\$4,987.00	\$5,082.00	\$2,541.00	\$5,000.00	\$5,000.00
E 225-43150-425 Depreciation	\$17,040.08	\$17,040.08	\$14,208.30	\$17,050.00	\$17,050.00
E 225-43150-500 Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-510 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-580 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-620 Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-43150-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 43150 Storm Drainage	\$99,911.63	\$41,570.72	\$27,860.40	\$45,565.00	\$46,190.00
Dept 47000 Debt Service					
E 225-47000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-47000-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 225-47000-620 Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 47000 Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer					
E 225-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 225 STORM SEWER	\$105,692.62	\$51,660.94	\$37,161.18	\$56,225.00	\$59,500.00

CITY OF DUNDAS

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
Fund 601 WATER					
Dept 41400 Financial Administration					
E 601-41400-100 Salaries and Wages	\$23,713.11	\$27,796.18	\$16,328.37	\$19,920.00	\$23,980.00
E 601-41400-102 Overtime	\$98.12	\$97.67	\$0.00	\$0.00	\$0.00
E 601-41400-121 PERA	\$2,642.73	-\$4,141.58	\$1,224.63	\$1,490.00	\$1,800.00
E 601-41400-122 Payroll Taxes	\$1,898.94	\$1,803.32	\$1,472.41	\$1,520.00	\$1,830.00
E 601-41400-131 Employer Paid Health	\$1,300.21	\$3,035.28	\$3,505.70	\$2,370.00	\$4,110.00
E 601-41400-133 Employer Paid Dental	\$47.08	\$248.33	\$37.32	\$50.00	\$60.00
E 601-41400-134 Employer Paid Life	\$30.43	\$25.93	\$5.65	\$30.00	\$10.00
E 601-41400-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$91.61	\$90.00	\$90.00
Dept 41400 Financial Administration	\$29,730.62	\$28,865.13	\$22,665.69	\$25,470.00	\$31,880.00
Dept 47000 Debt Service					
E 601-47000-310 Professional Services	\$0.00	\$1,550.00	\$320.00	\$0.00	\$320.00
E 601-47000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$140,000.00	\$140,000.00	\$145,000.00
E 601-47000-611 Bond Interest	\$39,987.39	\$34,207.68	\$34,405.00	\$34,405.00	\$30,005.00
E 601-47000-620 Fiscal Agent s Fees	\$500.00	\$166.66	\$625.00	\$500.00	\$500.00
Dept 47000 Debt Service	\$40,487.39	\$35,924.34	\$175,350.00	\$174,905.00	\$175,825.00
Dept 49360 Transfer					
E 601-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49400 Water operations					
E 601-49400-100 Salaries and Wages	\$37,508.36	\$37,185.65	\$30,245.59	\$38,320.00	\$56,560.00
E 601-49400-102 Overtime	\$1,795.34	\$2,412.26	\$1,484.04	\$0.00	\$0.00
E 601-49400-121 PERA	\$2,461.27	\$3,024.42	\$2,460.73	\$2,870.00	\$4,240.00
E 601-49400-122 Payroll Taxes	\$2,928.17	\$3,879.41	\$3,086.49	\$2,930.00	\$4,330.00
E 601-49400-131 Employer Paid Health	\$936.91	\$6,770.62	\$7,080.08	\$4,600.00	\$8,180.00
E 601-49400-133 Employer Paid Dental	\$68.77	\$75.83	\$58.35	\$90.00	\$130.00
E 601-49400-134 Employer Paid Life	\$44.39	\$50.24	\$9.85	\$60.00	\$20.00
E 601-49400-151 Worker s Comp Insurance Prem	\$728.71	\$289.00	\$987.33	\$970.00	\$1,140.00
E 601-49400-200 Supplies	\$9,542.97	\$30,891.08	\$8,475.97	\$10,000.00	\$10,000.00
E 601-49400-208 Training and Licensing	\$250.00	\$0.00	\$300.00	\$500.00	\$500.00
E 601-49400-210 Supplies/Water Meter, Etc.	\$8,995.32	\$471.66	\$62,021.75	\$5,000.00	\$70,000.00
E 601-49400-211 Equipment Fuel	\$312.87	\$507.65	\$247.71	\$0.00	\$500.00
E 601-49400-214 Building Heat	\$743.26	\$0.00	\$0.00	\$500.00	\$500.00
E 601-49400-215 License/Permits	\$602.17	\$0.00	\$480.13	\$0.00	\$300.00
E 601-49400-301 Auditing and Acct g Services	\$3,185.73	\$7,432.51	\$11,052.50	\$10,787.50	\$11,100.00
E 601-49400-303 Engineering Fees	\$11,258.32	\$20,312.81	\$6,934.75	\$10,000.00	\$10,000.00
E 601-49400-304 Legal Fees	\$280.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-309 EDP, Software and Design	\$197.50	\$1,048.79	\$1,872.50	\$0.00	\$0.00
E 601-49400-310 Professional Services	\$1,486.96	\$1,499.89	\$2,239.21	\$2,000.00	\$3,000.00
E 601-49400-321 Telephone & Communications	\$2,129.45	\$2,718.22	\$770.59	\$2,000.00	\$1,250.00
E 601-49400-322 Postage	\$1,059.84	\$255.63	\$28.20	\$1,000.00	\$1,000.00
E 601-49400-329 Other Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-330 Travel	\$2,629.69	\$1,282.05	\$1,170.71	\$1,500.00	\$1,500.00
E 601-49400-350 Print/Binding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-360 Liability Insurance	\$127.40	\$435.21	\$186.00	\$0.00	\$0.00
E 601-49400-362 Property Insurance	\$6,295.33	\$5,474.30	\$10,624.45	\$9,380.00	\$10,590.00
E 601-49400-381 Electricity	\$23,710.10	\$29,166.21	\$25,288.74	\$25,000.00	\$30,000.00
E 601-49400-400 Repairs and Maintenance	\$51,348.97	\$65,526.04	\$57,458.36	\$47,900.00	\$52,000.00
E 601-49400-404 R & M Machinery/Equip	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 601-49400-406 Grounds Maintenance	\$1,408.75	\$1,740.00	\$902.50	\$1,200.00	\$1,300.00
E 601-49400-407 Snow Plowing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-418 Vehicle Fuels	\$1,026.98	\$439.75	-\$81.30	\$1,000.00	\$1,100.00
E 601-49400-419 Vehicle Operations	\$9.26	\$26.57	\$0.00	\$100.00	\$100.00
E 601-49400-425 Depreciation	\$224,761.93	\$228,537.82	\$187,500.00	\$225,000.00	\$227,915.00
E 601-49400-430 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-433 Dues and Subscriptions	\$660.00	\$691.10	\$664.00	\$700.00	\$700.00
E 601-49400-438 Assessments/Taxes/Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-500 Capital Outlay	\$621.28	\$0.00	\$11,031.50	\$0.00	\$0.00
E 601-49400-580 Equipment	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
E 601-49400-595 Loss on Disposal of Assets	\$0.00	\$1,991.97	\$0.00	\$0.00	\$0.00
E 601-49400-620 Fiscal Agent s Fees	\$0.34	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-630 Bond Discount Amort	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-635 Bond Issuance Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 601-49400-815 Intrafund Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49400 Water operations	\$399,116.34	\$454,136.69	\$439,580.73	\$403,407.50	\$507,955.00
Fund 601 WATER	\$469,334.35	\$518,926.16	\$637,596.42	\$603,782.50	\$715,660.00
Fund 602 SEWER					
Dept 41400 Financial Administration					
E 602-41400-100 Salaries and Wages	\$15,497.46	\$15,884.49	\$10,992.43	\$15,540.00	\$18,710.00
E 602-41400-102 Overtime	\$58.87	\$76.44	\$0.00	\$0.00	\$0.00
E 602-41400-121 PERA	\$355.81	-\$4,459.60	\$834.97	\$1,170.00	\$1,400.00
E 602-41400-122 Payroll Taxes	\$1,236.33	\$1,029.18	\$1,026.44	\$1,190.00	\$1,430.00
E 602-41400-131 Employer Paid Health	\$914.54	\$2,131.41	\$2,641.81	\$1,850.00	\$3,210.00
E 602-41400-133 Employer Paid Dental	\$31.04	\$188.31	\$29.19	\$40.00	\$50.00
E 602-41400-134 Employer Paid Life	\$20.03	\$16.27	\$4.44	\$20.00	\$10.00
E 602-41400-151 Worker s Comp Insurance Prem	\$0.00	\$0.00	\$71.25	\$70.00	\$70.00
Dept 41400 Financial Administration	\$18,114.08	\$14,866.50	\$15,600.53	\$19,880.00	\$24,880.00
Dept 47000 Debt Service					
E 602-47000-310 Professional Services	\$0.00	\$0.00	\$3,420.00	\$0.00	\$320.00
E 602-47000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$50,000.00	\$140,000.00	\$140,000.00
E 602-47000-611 Bond Interest	\$37,887.12	\$28,798.00	\$25,175.00	\$29,405.00	\$26,775.00
E 602-47000-620 Fiscal Agent s Fees	\$0.00	\$500.00	\$450.00	\$0.00	\$500.00
Dept 47000 Debt Service	\$37,887.12	\$29,298.00	\$79,045.00	\$169,405.00	\$167,595.00
Dept 49360 Transfer					
E 602-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49450 Sewer Operations					
E 602-49450-100 Salaries and Wages	\$30,102.32	\$29,695.55	\$21,869.45	\$25,550.00	\$37,700.00
E 602-49450-102 Overtime	\$1,444.24	\$1,619.65	\$989.03	\$0.00	\$0.00
E 602-49450-121 PERA	\$2,006.86	\$2,399.23	\$1,760.89	\$1,920.00	\$2,830.00
E 602-49450-122 Payroll Taxes	\$2,371.11	\$2,988.89	\$2,180.34	\$1,950.00	\$2,880.00
E 602-49450-131 Employer Paid Health	\$1,102.97	\$4,781.73	\$4,818.02	\$3,070.00	\$5,450.00
E 602-49450-133 Employer Paid Dental	\$55.04	\$57.60	\$38.97	\$60.00	\$80.00
E 602-49450-134 Employer Paid Life	\$35.55	\$38.17	\$6.55	\$40.00	\$10.00
E 602-49450-151 Worker s Comp Insurance Prem	\$724.85	\$287.00	\$793.94	\$780.00	\$910.00
E 602-49450-200 Supplies	\$618.57	\$695.82	\$153.17	\$550.00	\$550.00
E 602-49450-208 Training and Licensing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-211 Equipment Fuel	\$0.00	\$0.00	\$247.71	\$0.00	\$0.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 602-49450-214 Building Heat	\$303.49	\$0.00	\$0.00	\$400.00	\$400.00
E 602-49450-301 Auditing and Acct g Services	\$3,185.73	\$8,118.12	\$11,052.50	\$10,787.50	\$11,100.00
E 602-49450-303 Engineering Fees	\$93.75	\$562.50	\$18,525.50	\$0.00	\$0.00
E 602-49450-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-309 EDP, Software and Design	\$197.50	\$653.78	\$1,477.50	\$200.00	\$200.00
E 602-49450-310 Professional Services	\$835.18	\$2,596.72	\$2,322.44	\$2,500.00	\$4,500.00
E 602-49450-321 Telephone & Communications	\$280.16	\$0.00	\$79.63	\$400.00	\$250.00
E 602-49450-322 Postage	\$1,040.69	\$185.42	\$0.00	\$1,000.00	\$1,000.00
E 602-49450-330 Travel	\$860.78	\$935.06	\$780.48	\$1,000.00	\$1,000.00
E 602-49450-350 Print/Binding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-351 Legal Notices Publishing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-360 Liability Insurance	\$1,771.40	\$3,559.89	\$1,338.00	\$0.00	\$0.00
E 602-49450-362 Property Insurance	\$2,565.49	\$1,508.57	\$6,435.39	\$6,140.00	\$6,780.00
E 602-49450-381 Electricity	\$8,876.79	\$7,351.29	\$3,497.99	\$7,000.00	\$6,500.00
E 602-49450-384 Refuse/Garbage Disposal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-385 Sewer Utilities	\$192,903.09	\$185,512.81	\$188,592.36	\$184,170.00	\$225,650.00
E 602-49450-400 Repairs and Maintenance	\$24,932.36	\$27,525.99	\$28,736.18	\$20,000.00	\$20,000.00
E 602-49450-406 Grounds Maintenance	\$1,554.75	\$885.00	\$747.50	\$1,000.00	\$1,100.00
E 602-49450-407 Snow Plowing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-413 Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-418 Vehicle Fuels	\$786.64	\$439.77	-\$81.30	\$650.00	\$750.00
E 602-49450-419 Vehicle Operations	\$4.63	\$26.59	\$0.00	\$350.00	\$100.00
E 602-49450-425 Depreciation	\$250,693.63	\$250,693.63	\$208,916.70	\$250,700.00	\$250,071.00
E 602-49450-430 Miscellaneous	\$156.60	-\$46.00	\$0.00	\$0.00	\$0.00
E 602-49450-438 Assessments/Taxes/Penalties	\$933.67	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-500 Capital Outlay	\$0.00	\$0.00	\$11,031.50	\$0.00	\$500,000.00
E 602-49450-580 Equipment	\$0.00	\$0.00	\$4,061.00	\$0.00	\$0.00
E 602-49450-595 Loss on Disposal of Assets	\$0.00	\$1,092.48	\$0.00	\$0.00	\$0.00
E 602-49450-612 Other Long-Term Oblig Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-620 Fiscal Agent s Fees	-\$0.34	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-630 Bond Discount Amort	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-635 Bond Issuance Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 602-49450-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49450 Sewer Operations	\$530,437.50	\$534,165.26	\$520,371.44	\$520,217.50	\$1,079,811.00
Fund 602 SEWER	\$586,438.70	\$578,329.76	\$615,016.97	\$709,502.50	\$1,272,286.00
Fund 603 REFUSE					
Dept 41400 Financial Administration					
E 603-41400-100 Salaries and Wages	\$2,518.05	-\$195.43	\$0.00	\$0.00	\$0.00
E 603-41400-102 Overtime	\$19.63	\$0.00	\$0.00	\$0.00	\$0.00
E 603-41400-121 PERA	\$2,119.75	-\$1,951.00	\$0.00	\$0.00	\$0.00
E 603-41400-122 Payroll Taxes	\$198.98	\$0.00	\$0.00	\$0.00	\$0.00
E 603-41400-131 Employer Paid Health	\$80.36	\$0.00	\$0.00	\$0.00	\$0.00
E 603-41400-133 Employer Paid Dental	\$6.01	\$0.00	\$0.00	\$0.00	\$0.00
E 603-41400-134 Employer Paid Life	\$3.87	\$0.00	\$0.00	\$0.00	\$0.00
Dept 41400 Financial Administration	\$4,946.65	-\$2,146.43	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer					
E 603-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49360 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49500 Refuse/Garbage (GENERAL)					
E 603-49500-150 Worker s Comp (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

AEM Expenditure Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
E 603-49500-200 Supplies	\$169.61	\$1,073.70	\$0.00	\$200.00	\$200.00
E 603-49500-301 Auditing and Acct g Services	\$1,592.87	\$3,247.24	\$3,921.00	\$4,315.00	\$4,500.00
E 603-49500-309 EDP, Software and Design	\$0.00	\$265.00	\$330.00	\$0.00	\$0.00
E 603-49500-310 Professional Services	\$93.00	\$87.45	\$0.00	\$0.00	\$0.00
E 603-49500-322 Postage	\$1,040.69	\$185.42	\$0.00	\$1,100.00	\$450.00
E 603-49500-384 Refuse/Garbage Disposal	\$74,201.21	\$80,001.66	\$66,666.21	\$80,000.00	\$87,180.00
E 603-49500-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 603-49500-810 Refunds/Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dept 49500 Refuse/Garbage (GENERAL)	\$77,097.38	\$84,860.47	\$70,917.21	\$85,615.00	\$92,330.00
Fund 603 REFUSE	\$82,044.03	\$82,714.04	\$70,917.21	\$85,615.00	\$92,330.00
	\$1,243,509.70	\$1,231,630.90	\$1,360,691.78	\$1,455,125.00	\$2,139,776.00

(*Expenditure Accounts).[Fund] In ("225","601","602","603"))

CITY OF DUNDAS
AEM Revenue Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
Fund 225 STORM SEWER					
R 225-34303 Storm Water Management Fee	\$72,675.17	\$83,875.98	\$73,057.90	\$82,000.00	\$82,000.00
R 225-34460 Storm Sewer Penalty	\$517.82	\$902.28	\$479.65	\$500.00	\$200.00
R 225-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 225-36210 Interest Earnings	\$4,555.19	\$2,515.15	\$885.68	\$2,500.00	\$2,800.00
R 225-37172 Water Trunk Charge	\$26,231.00	\$0.00	\$0.00	\$0.00	\$0.00
R 225-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 225 STORM SEWER	\$103,979.18	\$87,293.41	\$74,423.23	\$85,000.00	\$85,000.00
Fund 601 WATER					
R 601-34800 Franchise & Licensing Revenue	\$60,966.03	\$48,289.30	\$51,444.27	\$50,000.00	\$55,000.00
R 601-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-36210 Interest Earnings	\$15,084.29	\$6,985.23	\$2,243.02	\$10,000.00	\$4,700.00
R 601-36245 Insurance Settlement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-36300 Refunds and reimbursements	\$399.93	\$195.00	\$303.15	\$0.00	\$0.00
R 601-37100 Water Sales	\$292,234.65	\$344,068.23	\$352,846.66	\$300,000.00	\$337,936.00
R 601-37150 Water Connect/Reconnect Fee	\$11,500.00	\$73,510.00	\$41,600.00	\$20,000.00	\$41,200.00
R 601-37160 Penalties and Interest	\$2,968.99	\$3,506.89	\$2,296.21	\$3,000.00	\$2,000.00
R 601-37170 Sale of Water Meters	\$5,042.54	\$21,643.15	\$18,192.50	\$5,000.00	\$10,000.00
R 601-37171 Inspection Fees	\$225.00	\$886.48	\$702.12	\$500.00	\$500.00
R 601-37172 Water Trunk Charge	\$70,968.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-37173 Admin Setup Fee Water Meters	\$1,379.84	\$1,255.04	\$873.94	\$1,500.00	\$1,500.00
R 601-37174 Software Fee Water Meters	\$513.45	\$3,100.00	\$2,600.00	\$2,000.00	\$3,050.00
R 601-37175 Plumbing Fee	\$32.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-38000 Other Propriety Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 601-39999 Prior Period Adjustment	\$0.00	\$7,129.69	\$100.02	\$0.00	\$0.00
Fund 601 WATER	\$461,314.72	\$510,569.01	\$473,201.89	\$392,000.00	\$455,886.00
Fund 602 SEWER					
R 602-33165 Federal Loan Forgiven	\$0.00	\$0.00	\$78.51	\$0.00	\$0.00
R 602-33500 Federal Grant Aid	\$0.00	\$0.00	\$87,087.41	\$0.00	\$87,087.00
R 602-36102 SA Interest Accrued	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36200 Miscellaneous Revenues	\$399.92	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36210 Interest Earnings	\$590.57	\$7,474.96	\$2,295.80	\$5,000.00	\$4,250.00
R 602-36220 Rent and Royalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36245 Insurance Settlement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-36300 Refunds and reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-37160 Penalties and Interest	-\$5.69	\$0.00	\$0.00	\$0.00	\$0.00
R 602-37171 Inspection Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-37200 Sewer Sales	\$376,824.27	\$412,339.56	\$390,027.41	\$400,000.00	\$461,910.00
R 602-37250 Sewer Connect/Reconnect Fee	\$14,000.00	\$93,920.00	\$52,000.00	\$15,000.00	\$51,500.00
R 602-37260 Swr Penalty	\$4,394.54	\$5,139.85	\$3,401.79	\$4,500.00	\$2,110.00
R 602-37270 Sewer Trunk Charge	\$70,823.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-37370 Excavation Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-39101 Sales of General Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 602-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 602 SEWER	\$467,026.61	\$518,874.37	\$534,890.92	\$424,500.00	\$606,857.00
Fund 603 REFUSE					
R 603-36102 SA Interest Accrued	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 603-36200 Miscellaneous Revenues	\$1,488.12	\$1,387.88	\$991.02	\$0.00	\$0.00
R 603-36210 Interest Earnings	\$1,208.39	\$718.43	\$275.99	\$500.00	\$1,140.00

CITY OF DUNDAS

AEM Revenue Budget Worksheet

Account Descr	2019 Amt	2020 Amt	2021 YTD Amt	2021 Budget	2022 Budget
R 603-36300 Refunds and reimbursements	\$90.89	\$0.00	\$2.86	\$0.00	\$0.00
R 603-37300 Refuse (Garbage) Charges	\$104,194.27	\$104,241.23	\$88,925.60	\$110,000.00	\$116,550.00
R 603-37360 Refuse Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 603-39200 Interfund Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
R 603-39320 Premiums on Bonds Sold	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund 603 REFUSE	\$106,981.67	\$106,347.54	\$90,195.47	\$110,500.00	\$117,690.00
	\$1,139,302.18	\$1,223,084.33	\$1,172,711.51	\$1,012,000.00	\$1,265,433.00

(*Revenue Accounts).[Fund] In ("225","601","602","603")

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, November 22, 2021
7:00 p.m. Dundas City Hall**

UNOFFICIAL MINUTES

Present: Mayor Glenn Switzer; Councilors: Luke LaCroix, Larry Fowler, Grant Modory, Luke Swartwood
Staff Present: City Planner Nate Sparks, City Engineer Dustin Tipp, Administrator Jenelle Teppen

CALL TO ORDER/PLEDGE ALLEGIANCE

Mayor Switzer called the Council meeting to order at 7:04 p.m. A quorum was present.

PUBLIC FORUM - No public input.

APPROVAL OF AGENDA

Motion by Fowler, second by LaCroix, to approve the agenda. Motion Carried Unanimously (MCU)

CONSENT AGENDA

Motion by LaCroix, second by Swartwood, to approve the consent agenda as follows:

**Regular Minutes of November 8, 2021; and
Disbursements - \$65,281.89. MCU**

OLD BUSINESS

No old business brought before Council

ORDINANCES/RESOLUTIONS

Resolution 2021-33 A Resolution Approving Final 2022 Economic Development Authority Budget and Final 2022 Property Tax Levy

Motion by Modory, second by Fowler, to approve Resolution 2021-33. MCU

NEW BUSINESS

Update from Bridgewater and Forest Township Supervisors Regarding Proposed Development at County Road 1 and Hwy 35

Glenn Castore (Bridgewater Township Supervisor) and Charlie Peters (Forest Township Supervisor): Castore explained that the two townships entered into a joint powers agreement to create a Forest/Bridgewater Development District that encompasses an area along the I-35 Corridor off the County Road 1 exit. They are working with Rice County to rezone the area Industrial. He stated they are working with a development company and attorneys to put a plan together for a distribution center in the area. Peters stated goal is to get a plan ready for developers in two years.

Discuss Vision and Direction for Downtown Development

Administrator Teppen gave an update per request from Councilor LaCroix on the property next to City Hall and stated there is steady interest based on the phone calls she receives from interested parties. Councilor LaCroix stated he was interested what direction the City wants to go and if there is a company to assist in the development. Mayor Switzer indicated the Comp Plan remains accurate with respect to the type of development the City is seeking for the property. He explained the City had done an RFP four or five years ago seeking a developer for a mixed-use building and at the end the developer proposed only a residential development which was not what the City Council was interested in seeing on the parcel. Teppen indicated she has had conversations with at least one developer and believes a concept plan is forthcoming. Councilor Modory stated it is good to have EDA involved to help guide the process for any future interest and plans. Mayor Switzer suggested the City should wait another year and reevaluate at that point if there is no development interest.

NEW BUSINESS

Consider Appointing Gordon Kelley to Park & Recreation Advisory Board

Motion by Fowler, second by LaCroix, to approve appointment of Gordon Kelley to the Park & Recreation Advisory Board through December 31, 2023. MCU

REPORT OF OFFICERS, BOARDS, AND COMMITTEES

City Engineer – Dustin Tipp

Tipp reported on the work to date regarding the City acquiring the Menards storm water pond to ensure that it is being maintained regularly. He provided an update on the map to be used in the park survey noting another draft will be coming to Council in January to review.

City Administrator – Jenelle Teppen

Teppen reported on email received from Allen Kern who is interested in acquiring 300 Railway Street, the site of the former Co-op property, but she indicated his proposal doesn't meet the zoning requirements. She indicated the City has the right of first refusal of the sale of the property. Teppen stated Kern was informed his plans would be better suited in an Industrial Zone but none is available in Dundas.

Teppen stated the MN City Manager Association has offered to partner with three cities in an intern program with funds provided of \$3500. She stated looking at 20 hours a week with distribution funding from EDA fund and other funds. She felt the City had enough to offer in providing experience and would like to apply. She said if Dundas is chosen she would return to the Council for approval to participate in the program.

Mayor, Councilors and Committees

Councilor LaCroix asked on status of new snow plow and at this time staff was unable to answer, but said staff is prepared and ready for the season.

Concern was expressed on attendance for December 27 Council meeting but noted no EDA meeting.

ADJOURN

Motion by LaCroix, second by Fowler, to adjourn the meeting at 8:04 p.m. MCU

Submitted by:

Attest:

Jenelle Teppen, City Administrator

Glenn Switzer, Mayor

DISBURSEMENT REPORT

City of Dundas
Council Meeting December 13, 2021

DATE	PAYABLE	AMOUNT
12/2/2021	PERA	\$3,109.54
12/2/2021	State of MN Empower Retirement	\$900.00
12/2/2021	MN Dept of Revenue	\$977.16
12/2/2021	IRS	\$4,998.93
12/2/2021	Council Payroll #12	\$1,927.57
12/2/2021	Payroll PP# 24 Employees	\$15,601.83
	Sub Total Paid Payroll and Sales Liabilities	\$27,515.03
11/29/2021	US BANK Wire	\$94,230.00
11/29/2021	Wire Transfer Fee	\$15.00
11/23/2021	Nextiva Voip	\$186.68
11/26/2021	Cardmember Service	\$128.50
11/30/2021	ACH per item	\$22.50
11/30/2021	Low ACH Volume Maintenance	\$5.00
11/30/2021	RDC Monthly Fee	\$59.00
11/30/2021	Hasler Inc Payment	\$150.00
12/3/2021	PSN Payment Service	\$429.84
11/23/2021	PSN Payment Service Collection	\$25.33
12/13/2021	Bills paid (Claims Register)	\$87,891.80
	Sub Total Paid Claims and Service Liabilities	\$183,143.65
TOTAL	Disbursements for December 13, 2021	\$210,658.68

CITY OF DUNDAS
Payments

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Current Period: December 2021

Payments Batch 121321AP		\$87,891.80		
Refer	0	<u>ABDO FINANCIAL SOLUTIONS, LLC</u>	-	
Cash Payment	E 101-41000-301	Auditing and Acct g Servi	Long-Term Plan	\$5,000.00
Invoice	450724	11/19/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$5,000.00
Refer	0	<u>ABDO FINANCIAL SOLUTIONS, LLC</u>	-	
Cash Payment	E 601-49400-301	Auditing and Acct g Servi	Utility Rate Study	\$1,250.00
Invoice	450725	11/19/2021		
Cash Payment	E 602-49450-301	Auditing and Acct g Servi	Utility Rate Study	\$1,250.00
Invoice	450725	11/19/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$2,500.00
Refer	0	<u>AFLAC</u>	-	
Cash Payment	G 101-21710	Other Deductions	Employee Reimbursed HB065	\$367.62
Invoice	160608	12/7/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$367.62
Refer	0	<u>ALDRICH TECNNOLOGY CONSULT</u>	-	
Cash Payment	E 101-41000-309	EDP, Software and Desig	Microsoft Exchange Online (plan 2)	\$136.00
Invoice	6220	11/21/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$136.00
Refer	0	<u>AMAZON CAPITAL SERVICES</u>	-	
Cash Payment	E 101-43100-200	Supplies	2022 Planners	\$57.90
Invoice	1JWD-KD7G-N3	11/29/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$57.90
Refer	0	<u>AMAZON CAPITAL SERVICES</u>	-	
Cash Payment	E 101-41000-200	Supplies	chair mat	\$60.99
Invoice	1C69-6GD9-4QL	12/4/2021		
Cash Payment	E 101-43100-200	Supplies	office supplies	\$25.89
Invoice	1C69-6GD9-4QL	12/4/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$86.88
Refer	0	<u>BADGER METER</u>	-	
Cash Payment	E 601-49400-210	Supplies/Water Meter, Et	Orion cellular lte service unit	\$99.75
Invoice	80085720	11/30/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$99.75
Refer	0	<u>BITUMINOUS MATERIALS LLC</u>	-	
Cash Payment	E 101-43100-411	Road Maintenance	Asphalt patching-Hester Street N Entrance Apron	\$855.00
Invoice	15221	10/29/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$855.00
Refer	0	<u>BITUMINOUS MATERIALS LLC</u>	-	
Cash Payment	E 101-43100-411	Road Maintenance	Asphalt patch-Bridge Street	\$4,574.25
Invoice	15220	10/29/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$4,574.25
Refer	0	<u>CAR TIME AUTO SERVICE CENTE</u>	-	
Cash Payment	E 101-42100-400	Repairs and Maintenanc	Car Repair/Oil change-2017 Ford Explorer	\$47.14
Invoice	244395	11/30/2021		

CITY OF DUNDAS
Payments

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Current Period: December 2021

Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$47.14
Refer	0 <i>CENTRAL FARM SERVICE</i>	-			
Cash Payment	E 101-43100-418 Vehicle Fuels	fuel			\$164.25
Invoice	564358	11/29/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$164.25
Refer	0 <i>CITY OF NORTHFIELD</i>	-			
Cash Payment	E 602-49450-385 Sewer Utilities	Wastewater Treatment			\$23,068.04
Invoice		11/19/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$23,068.04
Refer	0 <i>CUMMINS SALES AND SERVICE</i>	-			
Cash Payment	E 601-49400-400 Repairs and Maintenanc	well 2 repairs			\$1,049.79
Invoice	E4-81163	11/30/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,049.79
Refer	0 <i>CUMMINS SALES AND SERVICE</i>	-			
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Lift station 1 repairs			\$546.00
Invoice	E4-80482	11/24/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$546.00
Refer	0 <i>CUMMINS SALES AND SERVICE</i>	-			
Cash Payment	E 602-49450-400 Repairs and Maintenanc	Bidgewater Hts lift station repairs			\$866.14
Invoice	E4-80480	11/24/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$866.14
Refer	0 <i>DICK-S/LAKEVILLE SANITATION</i>	-			
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	Trash service November 2021			\$7,574.40
Invoice	DT0004289541	11/30/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$7,574.40
Refer	0 <i>DUNDAS DOME LLC</i>	-			
Cash Payment	G 101-22001 Erosion Control Deposit	Erosion control release-permit no 2907			\$1,500.00
Invoice		12/1/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 <i>DUNDAS MESSENGER</i>	-			
Cash Payment	E 101-41000-433 Dues and Subscriptions	Newspaper subscription			\$20.00
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$20.00
Refer	0 <i>EARL F. ANDERSEN, INC</i>	-			
Cash Payment	E 101-43100-226 Signs	street sign parts			\$445.48
Invoice	0128431	11/19/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$445.48
Refer	0 <i>ECKBERG LAMMERS</i>	-			
Cash Payment	E 101-42100-304 Legal Fees	Prosecution November 21			\$660.98
Invoice	11 2021	11/30/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$660.98
Refer	0 <i>FIELDSTONE FAMILY HOMES</i>	-			
Cash Payment	G 101-22001 Erosion Control Deposit	Erosion fee release-Permit #7196			\$1,500.00
Invoice		11/12/2021			

CITY OF DUNDAS
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Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 <u>GOPHER STATE ONE CALL</u>	-			
Cash Payment	E 602-49450-310 Professional Services	gopher one calls			\$26.32
Invoice	1110347	11/30/2021			
Cash Payment	E 601-49400-310 Professional Services	gopher one calls			\$26.33
Invoice	1110347	11/30/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$52.65
Refer	0 <u>INSPIRE HOME LLC</u>	-			
Cash Payment	G 101-22001 Erosion Control Deposit	Erosion fee release-permit #7193			\$1,500.00
Invoice		10/1/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 <u>HESELTON CONSTRUCTION LLC</u>	-			
Cash Payment	E 225-43150-400 Repairs and Maintenanc	2021 Storm Sewer			\$2,700.00
Invoice	28741	11/30/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$2,700.00
Refer	0 <u>JOHNSON-REILAND BUILDERS</u>	-			
Cash Payment	G 101-22001 Erosion Control Deposit	Erosion Fee Release-Permit #6113			\$1,500.00
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 <u>KEITH PUMPER PLUMBING & HEA</u>	-			
Cash Payment	E 601-49400-400 Repairs and Maintenanc	replace rpz valve at Wellhouse #2			\$1,186.66
Invoice	47365	11/12/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,186.66
Refer	0 <u>KWIK TRIP INC</u>	-			
Cash Payment	E 101-43100-418 Vehicle Fuels	fuel			\$397.57
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$397.57
Refer	0 <u>KWIK TRIP INC</u>	-			
Cash Payment	E 101-42100-418 Vehicle Fuels	fuel			\$455.41
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$455.41
Refer	0 <u>LAW ENFORCEMENT LABOR SVC</u>	-			
Cash Payment	G 101-21707 LELSI Union Dues	Union Dues-December 2021			\$127.00
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$127.00
Refer	0 <u>LUZ CLEANING SERVICE</u>	-			
Cash Payment	E 101-41000-440 Cleaning Service	November cleaning			\$600.00
Invoice	3728	11/17/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$600.00
Refer	0 <u>MARCO, INC</u>	-			
Cash Payment	E 101-41000-413 Rental	Printer Lease 11/21/21-12/20/21			\$229.26
Invoice	30549580	11/25/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$229.26
Refer	0 <u>MENARDS, INC</u>	-			

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Cash Payment	E 101-42100-200 Supplies	supplies			\$34.95
Invoice 19733	11/29/2021				
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$34.95
Refer	0 <u>MENARDS, INC</u>	-			
Cash Payment	E 101-43100-419 Vehicle Operations	Michelin Cyclone and snowbrush			\$34.57
Invoice 19061	11/15/2021				
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$34.57
Refer	0 <u>MENARDS, INC</u>	-			
Cash Payment	E 101-42100-200 Supplies	supplies			\$50.34
Invoice 18577	11/5/2021				
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$50.34
Refer	0 <u>MENARDS, INC</u>	-			
Cash Payment	E 601-49400-200 Supplies	supplies			\$3.93
Invoice 19414	11/22/2021				
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$3.93
Refer	0 <u>MENARDS, INC</u>	-			
Cash Payment	E 601-49400-200 Supplies	supplies			\$24.16
Invoice 19413	11/22/2021				
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$24.16
Refer	0 <u>METRO FIBERNET LLC</u>	-			
Cash Payment	E 101-42100-321 Telephone & Communic	phone charges			\$78.18
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$78.18
Refer	0 <u>METRO FIBERNET LLC</u>	-			
Cash Payment	E 601-49400-321 Telephone & Communic	phone charges			\$134.48
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$134.48
Refer	0 <u>METRO FIBERNET LLC</u>	-			
Cash Payment	E 101-41000-321 Telephone & Communic	phone charges			\$121.91
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$121.91
Refer	0 <u>MN DEPT OF HEALTH</u>	-			
Cash Payment	G 601-20810 MN Connection Fee	Community Water Supply Service Connection Fee			\$1,798.00
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$1,798.00
Refer	0 <u>MN DEPT OF PUBLIC SAFETY</u>	-			
Cash Payment	E 101-43100-419 Vehicle Operations	MN registration renewal			\$41.25
Invoice					
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$41.25
Refer	0 <u>MINNESOTA VALLEY TESTING LA</u>	-			
Cash Payment	E 601-49400-310 Professional Services	Coliform & Mo Chlorine Report			\$42.00
Invoice 1120528	12/3/2021				
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$42.00
Refer	0 <u>OFFICE DEPOT</u>	-			

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Cash Payment	E 101-43100-200	Supplies	paper and binders			\$70.86
Invoice	213252977001	12/1/2021				
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	\$70.86
Refer	0	OFFICE DEPOT				
Cash Payment	E 101-41000-200	Supplies	credit memo-return			-\$32.69
Invoice	182259861001	7/29/2021				
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	-\$32.69
Refer	0	Orion Investments Inc				
Cash Payment	E 101-46500-810	Refunds/Reimbursement	Tax abatement 2021			\$1,526.47
Invoice						
Cash Payment	E 101-46500-810	Refunds/Reimbursement	Tax abatement 2021			\$1,526.48
Invoice						
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	\$3,052.95
Refer	0	SPRINT				
Cash Payment	E 101-43100-321	Telephone & Communic	Phone Service 10/15/21-11/14/21			\$95.87
Invoice	292583318	11/18/2021				
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	\$95.87
Refer	0	BENNY H. SVIEN				
Cash Payment	E 101-42400-311	Bldg Permit Expense	Permit #4193			\$4.82
Invoice		12/6/2021				
Cash Payment	E 101-42400-312	Plan Review Expense	Permit #4193			\$104.40
Invoice		12/6/2021				
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	\$109.22
Refer	0	BENNY H. SVIEN				
Cash Payment	E 101-42400-311	Bldg Permit Expense	Permit #4194			\$4.19
Invoice						
Cash Payment	E 101-42400-315	Plumbing Permit Expens	Permit #4194			\$0.95
Invoice						
Cash Payment	E 101-42400-314	Mechanical Permit Expen	Permit #4194			\$0.45
Invoice						
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	\$5.59
Refer	0	VERIZON				
Cash Payment	E 101-42100-321	Telephone & Communic	cell phones			\$129.16
Invoice	9892673705	11/11/2021				
Transaction Date	12/8/2021		Frandsen Bank	10100	Total	\$129.16
Refer	0	WSB & ASSOC INC				
Cash Payment	G 430-22013	Escrow - Brd. Hgt. Pre. Plat	Bridgewater Heights PUD Amendment			\$187.50
Invoice	R-010168-000-53	11/22/2021				
Cash Payment	G 430-22006	Escrow - 80 West Ave	West Ave Apartments			\$531.25
Invoice	R-010168-000-53	11/22/2021				
Cash Payment	E 101-41910-303	Engineering Fees	AT&T Antenna Modification-East Water			\$125.00
Invoice	R-010168-000-53	11/22/2021				
Cash Payment	G 430-22013	Escrow - Brd. Hgt. Pre. Plat	Tower Heights PUD Amendment			\$500.00
Invoice	R-010168-000-53	11/22/2021				
Cash Payment	G 430-22018	Escrow - Stoneridge Hills	Stoneridge Hills			\$886.25
Invoice	R-010168-000-53	11/22/2021				

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Cash Payment	G 430-22012 Escrow - Brd. Hgt. Annex/Cn	Tower Heights Annexation Request			\$552.00
Invoice	R-010168-000-53	11/22/2021			
Cash Payment	G 430-22019 Escrow - AT&T Tower Antenn	AT&T Mobility Lease Agreement			\$157.25
Invoice	R-010168-000-53	11/22/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$2,939.25
Refer	0 WSB & ASSOC INC				
Cash Payment	E 101-41000-303 Engineering Fees	2021 City Engineer			\$800.00
Invoice	R-017408-000-10	11/22/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$800.00
Refer	0 WSB & ASSOC INC				
Cash Payment	E 101-41000-303 Engineering Fees	General survey assistance			\$1,290.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 426-45200-500 Capital Outlay	Memorial Park Improvements			\$1,842.75
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-41910-303 Engineering Fees	2019 Sidewalk Improvements			\$427.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 225-43150-303 Engineering Fees	Depot Street N/Hester Street W Drainage			\$125.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 225-43150-303 Engineering Fees	Hester Street E Storm Sewer Outlet Shop			\$125.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-41910-303 Engineering Fees	Right of Way Permits			\$830.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-41000-303 Engineering Fees	GIS Base Maps			\$520.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-45200-303 Engineering Fees	East Cannon River Trail Parking Lot			\$62.50
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-41910-303 Engineering Fees	2021 Sidewalks/Trail Improvements			\$1,547.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 225-43150-303 Engineering Fees	Storm Water Pond Maintenance			\$125.00
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 602-49450-303 Engineering Fees	Wastewater System			\$3,731.25
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 426-45200-500 Capital Outlay	Tower Park Improvements and Planning			\$174.25
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-41000-303 Engineering Fees	Industrial Park Feasibility			\$554.50
Invoice	R-010169-000-54	11/22/2021			
Cash Payment	E 101-41910-303 Engineering Fees	Comprehensive Transportation Planning			\$312.50
Invoice	R-010169-000-54	11/22/2021			
Transaction Date	12/8/2021	Frandsen Bank	10100	Total	\$11,666.75
Refer	0 XCEL ENERGY				
Cash Payment	E 101-43124-381 Electricity	Utilities			\$1,882.14
Invoice	758374192	12/2/2021			
Cash Payment	E 101-43124-381 Electricity	Utilities			\$30.29
Invoice	758374192	12/2/2021			
Cash Payment	E 101-45200-381 Electricity	Utilities			\$14.46
Invoice	758374192	12/2/2021			
Cash Payment	E 101-45200-381 Electricity	Utilities			\$91.58
Invoice	758374192	12/2/2021			

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Cash Payment	E 601-49400-381 Electricity	Utilities		\$183.28
Invoice	758374192	12/2/2021		
Cash Payment	E 602-49450-381 Electricity	Utilities		\$274.01
Invoice	758374192	12/2/2021		
Cash Payment	E 602-49450-381 Electricity	Utilities		\$96.57
Invoice	758374192	12/2/2021		
Cash Payment	E 601-49400-381 Electricity	Utilities		\$96.57
Invoice	758374192	12/2/2021		
Cash Payment	E 601-49400-381 Electricity	Utilities		\$207.62
Invoice	758374192	12/2/2021		
Cash Payment	E 602-49450-381 Electricity	Utilities		\$477.82
Invoice	758374192	12/2/2021		
Cash Payment	E 601-49400-381 Electricity	Utilities		\$71.78
Invoice	758374192	12/2/2021		
Cash Payment	E 601-49400-381 Electricity	Utilities		\$11.78
Invoice	758374192	12/2/2021		
Cash Payment	E 101-45200-381 Electricity	Utilities		\$63.09
Invoice	758374192	12/2/2021		
Cash Payment	E 601-49400-381 Electricity	Utilities		\$1,985.91
Invoice	758374192	12/2/2021		
Cash Payment	E 101-45200-381 Electricity	Utilities		\$33.92
Invoice	758374192	12/2/2021		
Cash Payment	E 101-42100-381 Electricity	Utilities		\$144.54
Invoice	758374192	12/2/2021		
Cash Payment	E 101-43100-381 Electricity	Utilities		\$144.55
Invoice	758374192	12/2/2021		
Cash Payment	E 101-43124-381 Electricity	Utilities		\$112.82
Invoice	758374192	12/2/2021		
Cash Payment	E 101-41000-381 Electricity	Utilities		\$333.44
Invoice	758374192	12/2/2021		
Cash Payment	E 101-41000-381 Electricity	Utilities		\$566.73
Invoice	758374192	12/2/2021		
Transaction Date	12/8/2021	Frandsen Bank	10100	Total \$6,822.90

Fund Summary

	10100 Frandsen Bank
101 GENERAL FUND	\$33,902.96
225 STORM SEWER	\$3,075.00
426 PARKS & REC. CAPITAL OUTLAY	\$2,017.00
430 ESCROW DEPOSITS	\$2,814.25
601 WATER	\$8,172.04
602 SEWER	\$30,336.15
603 REFUSE	\$7,574.40
	\$87,891.80

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$87,891.80
Total	\$87,891.80

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

RESOLUTION NUMBER 2021 - 34

*A Resolution Approving 2022 Final General Fund Budget
and 2022 Final Property Tax Levy*

WHEREAS, the City of Dundas is required by State law to approve a resolution setting forth an annual tax levy to the Rice County Auditor; and

WHEREAS, Minnesota Statutes require approval of a final property tax levy and final budget on or before December 31st of each year; and

WHEREAS, the City Council has received the final budget document;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Dundas, that the Final 2022 Budget shall be as follows:

Revenues	2022 Final Budget
Property tax levies	\$ 972,274
Other general revenues	<u>390,909</u>
Total Revenues	<u><u>\$1,363,183</u></u>
 Expenditures	
General government	\$ 281,573
Council/Elections	31,710
Planning and zoning	88,850
Police department	405,550
Fire protection	59,000
Building inspection and permits	114,255
Civil defense	300
Animal control	500
Hwys, streets and roads	234,920
Street lighting	33,000
Parks	89,050
Debt service	<u>24,475</u>
Total Expenditures	<u><u>\$1,363,183</u></u>

BE IT FURTHER RESOLVED, by the City Council of the City of Dundas, Rice County, Minnesota, that the following sums of money be levied for collection in 2022 upon the table property in said City of Dundas for the following purposes:

	Final 2022 Levy	Fund #
General Levy	\$ 972,274	101
EDA Levy	34,840	235
Capital Levy		
Public Works CIP	40,000	410
Public Safety CIP	13,000	425
Parks and Recreation CIP	-	426
Debt Levy		
2013A GO Bonds	118,448	300
2018A GO Bonds	58,181	304
2020A GO Bonds	140,352	305
	<u>140,352</u>	
Total Levy	<u>\$ 1,377,095</u>	

; and

BE IT FURTHER RESOLVED, that the City Administrator is hereby authorized and directed to transmit this information to the County Auditor of Rice County, Minnesota, and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

ADOPTED by the City Council of Dundas, Minnesota, on this 13th day of December 2021.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, Administrator/Clerk



REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council Members

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Approving Resolution 2021-35 Authorizing Staff to Pay Invoices Received between December 8 and 21, 2021

DATE: For the City Council Meeting of December 13, 2021

PURPOSE/ACTION REQUESTED

Consider approving Resolution 2021-35 Authorizing staff to pay invoices received between December 8 and 21, 2021.

SUMMARY

There will not be a quorum of City Council members present on December 27, 2021 which is a regular City Council meeting.

Staff proposes that the City Council cancel the meeting and adopt the attached Resolution which indicates their approval for the paying of invoices received between December 8 and 21, 2021. These dates are reflective of our internal cut-off dates for invoice processing. Invoices received after December 21 will go before the City Council at their meeting on January 10, 2022.

Exhibit A to the Resolution is a list of the types of Vendors that would be paid. The City Council sees these vendors listed on the disbursement report regularly at the second meeting of the month.

Staff will supply the City Council with a disbursement list of vendors/payments made between December 8 and 21, 2021 at the January 10, 2022 City Council meeting for approval.

RECOMMENDATION

Motion to approve Resolution 2021-35 Authorizing staff to pay invoices received between December 8 and December 21, 2021.

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

RESOLUTION NUMBER 2021 - 35

*A Resolution Authorizing Staff to Pay Invoices Received
Between December 8 and 21, 2021*

WHEREAS, the City Council of the City of Dundas, Minnesota. (the “City”) recognizes that the City is responsible for paying its bills in a timely manner; and

WHEREAS, the regular City Council meeting of December 27, 2021. will not have a quorum of City Council members present; therefore, the meeting will be cancelled; and

WHEREAS, as contemplated by Minn. Stat. § 412.271, payment of certain claims cannot be deferred until the next Council meeting as reflected on the itemized list, attached hereto as Exhibit A;

NOW THEREFORE BE IT RESOLVED, that payments for the City’s invoices received between December 8 and 21, 2021, may be made in advance of the January 10, 2022, City Council meeting so long as there is an itemized invoice or other appropriate documentation; and

BE IT FURTHER RESOLVED, that the following procedures will be followed when a payment is made on an invoice received between December 8 and 21, 2021:

- 1) The City Administrator is delegated the authority to make payments of the City’s invoices which cannot be deferred to the January 10, 2022 City Council meeting.
- 2) The City Administrator will certify to the City Council that each claim for payment is true and correct.
- 3) The certification will be presented to the City Council in its regular format for approval at the January 10, 2022, City Council meeting.
- 4) The City shall comply with all other requirements for the payment of claims and will maintain adequate documentation of the transactions so that said transaction may be audited as provided by law.

ADOPTED by the City Council of Dundas, Minnesota this 13th day of December 2021.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, Administrator/Clerk

Exhibit A – Resolution 2021-35

List of Vendors anticipated to be paid between December 8 and 21, 2021

PERA
MSRS Empower Retirement
Mn Dept of Revenue
IRS
Dept of Labor
Payroll
Nextiva
PSN
Abdo
AFLAC
Albers
Aldrich Technology
Amazon
Badger Meter
Banyon
Campbell Knutson
City of Northfield
DSI
Eckberg Lammers
Epic Enterprises
Gopher State One Call
Hawkins
Kwik Trip
LELS
Marco
Menards
Midwest Water Specialty, Inc
Minnesota Valley Testing
MN PEIP
NAC
NCPERS Life Insurance
Benny Svien
Metro Fibernet
Xcel Energy

City of Dundas
Public Works Staff Meeting / City Engineer Update 12/8/21

December 9, 2021
Agenda

The City Administrator, Public Works Director, and City Engineer meet at least monthly to plan and review projects and tasks, and to discuss public works matters of all types. The agenda used for the most recent Public Works staff meeting forms the basis for the updates that are provided to the City Council. Following is the most recent Public Works staff meeting agenda with notes added.

1. 2021 Street Maintenance
 - 5% retainage will be held until spring of 2022 to reassess tack coat on driveway at 307 Hester Street W before approving final payment.
2. 2022 Sidewalk/Trail Improvements
 - ECRT North-south connection along 1st Street North.
 - Given the time of year, current prices and contractor availability, the 2021 Sidewalk/Trail Improvements project will be combined with the Memorial Park Improvements project and Staff will be issuing a request for quotes for construction in early 2022.
 - Drainage improvements will be made at the low point of 1st Street and Everett Street.
 - From the ECRT trail connection to Hester Street, a striped pedestrian/bike lane will be installed in the street with no parking signs on the west side of 1st Street. A trail in the boulevard will not be installed.
 - Striping of a crossing of Hester Street at 1st Avenue will be coordinated with Rice County. 11/3/21 County will be responsible for the crossing markings on pavement on Hester Street and 1st Street. The existing pedestrian ramp on the SW corner of the intersection will be expanded for better access to 1st street to the southwest.
 - A striped bike lane will be added in the street on the west side of 1st street, extending from Hester Street to Memorial Park.
 - ***Staff continues to work on the quote package for Spring 2022 construction.***
3. 2021 Storm Sewer Maintenance
 - Hester Street
 - On the south side of Hester Street between the Menard and City ponds; the storm sewer outlet from 3rd Street will be extended, and the pond side slopes flattened in this area. ***11-29-21 Staff has contacted Menard Inc. to acquire the Menard stormwater pond as part of the storm sewer work. Menard indicated they will need to discuss internally before a decision is made.***
 - Modification work to the catch basin near the Dundas Dome driveway. Structure cannot be lowered. Lower grade around casting and structure and rip rap area. Regrade from road and Dundas Dome swale to improve drainage with the possible addition of a concrete flume from street to catch basin. Work will be done in 2022 with potential sidewalk project.

4. 2023 Street Lighting

- On Railway Street down to West Avenue; and including lights at each end of the pedestrian bridge over the Cannon River.
- Updated pricing will be requested from the supplier.
- As part of the project, the existing poles at City Hall will re-located to the Railway Street/Memorial Park area and shorter (16') poles will be installed.

5. Comprehensive Transportation Planning

- 8/9/21 Staff met with Bridgewater Township officials to discuss the road policy/plan referenced in the OAA. Township officials indicated they would submit initial drafts based on the discussion in September. Meeting was held with BWT on 10/27/21 to discuss initial draft. ***The Joint Road Policy from BWT has been reviewed. Staff is working on a City of Dundas draft policy.***
- ***Staff is preparing a preliminary road design and estimate of project costs for street improvements for a portion of 115th Street between CSAH 20 and CSAH 22.*** Initial project funding has been identified in the draft CIP. 11-3-21 Staff met with Rice County. County plans to reconstruct CSAH 20 in 2025 and plans look at options to realign the intersection of CSAH 20, 115th Street and TH 3. Coordination between City, BWT, State and County will be required.
- 4/12/21 the City Council approved a resolution in support of Rice County preparing a planning Study of Decker Avenue from TH 19 to CSAH 1. 11-3-21 Staff met with Rice County. The County is planning to revisit the study in 2022.

6. CSAH 1/TH 3 Pedestrian Crossing

- The scope includes a crossing of CSAH 1 connecting the existing trail near the PRV to the sidewalk on Stafford Road North; and pedestrian connections west along the south side of CSAH 1 to Cannon Road. ***Staff has prepared a preliminary design and cost estimate for the improvements. Rice County does not have funding budgeted for cost sharing in 2022. Project would be done in 2023.***
- A portion of the \$121,900 capital expenditure budgeted for Sidewalk/Trail in 2021 is to further preliminary design of these crossing concepts.
- Staff reviewed concept with Rice County on 11/3/21.

7. ECRT Parking Lot

- An aggregate base parking area is proposed to be created at the ECRT on the NE corner of 1st Street N / Everett Street.
- Project is in the 2023 CIP
- Staff contacted the DNR and they would welcome the addition of the parking lot but do not hold any formal interest in the land use of that area. Direction was given to notify Northfield of any improvements

8. Forest Avenue

- Based on recent soil borings, extensive pavement repair has been included in the draft CIP, future construction which will likely include pavement reclamation and a bituminous overlay. The pavement rehabilitation needs of Forest Avenue will be reviewed again in the spring of 2022; mill and overlay needs for Depot Street may become a higher priority.

9. Memorial Park

- Given the time of year, current prices and contractor availability, the 2021 Sidewalk/Trail Improvements project will be combined with the Memorial Park

Improvements project and Staff will be issuing a request for quotes for construction in early 2022.

- The City has concluded a berm will not be placed around the field.
- Staff met on site to review the scope of the proposed roadway/trail improvements now that the play area is in.
- The City plans to eliminate a segment of sidewalk along the west side of 1st Street S. (south of Hamilton Street). The parking lot will be reconfigured in this area to have parallel parking stalls. A trail will be added for access to the pavilion and play area. Improvements will be made to the roads and trails to improve access to residents and maintenance crews. This will be reviewed with the Duke's prior to implementation.
- ***Staff continues to work on the quote package for Spring 2022 construction.***

10. Mill Town Trail Head

- 8/18/21 the sculpture committee will be convened to review the estimated costs and identify next steps.
- The sculpture will be re-set then cleaned in 2021.

11. Northfield Wastewater Treatment

- 4/26/21 Dundas received a letter from the City of Northfield regarding TSS loadings.
- The City's goal is to implement whatever changes are necessary (pre-treatment, etc.) to adhere to the current Wastewater Agreement in the shortest amount of time possible.
- WSB has reviewed the Dundas TSS levels as compared to typical levels for municipal effluent. Findings indicate that although the City's loadings have surpassed the discharge limits set by the agreement, the per capita loadings show that the loadings of the City's wastewater are consistent with typical municipal effluent parameters.
- Four pre-treatment options are being considered; based on the most recent preliminary cost estimates, the total costs to implement pre-treatment could be significant. To discuss pre-treatment, and provide additional background on all TSS issues, WSB Water/Wastewater staff will attend a future City Council meeting.
- On 7/22/21 the MPCA indicated the City should submit an Engineering Report or Facility Plan to MPCA so a determination can be made regarding the need for the City to obtain a State Disposal System (SDS) permit for the disposal of solids from the pretreatment equipment.
- The City has received new portable effluent sampling equipment; a sampling plan has been prepared and is actively being implemented by Public Works.
- Modifications to the west sanitary sewer lift station, and the meter station will also be considered.
- In response to an MPCA permit update request from Dundas, on 8/9/21 Northfield staff indicated they "are getting clarity on one item related to TSS from Jacobs Engineering Group related to the Average Monthly TSS loading. This ties back to our agreement with Dundas, and want to make sure we have the updated amount before we send to the MPCA for an amendment to our permit".
- Staff will maintain regular contact with the MPCA and City of Northfield regarding these issues and will provide a verbal update on agreement compliance issues at each City Council meeting.
- Staff is performing testing throughout the City to gather additional information.
- Meeting was held with City of Northfield on 10/5/21 and 10/11/21
 - Discussed variations in sampling data and sampling locations between Dundas and Northfield.
 - Held Preliminary discussions on amending the 2001 agreement.

- Northfield is requesting an increase in discharge limits from the MPCA which would also increase the limits from Dundas from the limits previously defined in the 2001 agreement.
- 11/8/21 staff held meeting with PCA to discuss Northfield Wastewater permit ammendment.
- Staff performed survey on a section of the sewer shed with high TSS results. Survey results show potential problems with the lines. Staff is coordinating cleaning and televising of lines. Testing will be performed after lines are cleaned. ***Staff is reaching out to multiple companies to get the work scheduled as soon as possible.*** Staff is exploring a new connection between existing manholes to bypass the area of concern. ***A GSOC will be done to identify any potential private utility conflicts to determine if the new connection can be done.***
- ***Northfield plans to submit the permit ammendment to the PCA within the next week or two.***
- ***Meetings will be set up twice a year with the City of Northfield to discuss the City of Dundas' wastewater flows with respect to the limits set in the agreement and to stay updated on things Northfield is working on, such as the permit ammendment.***

12. Public Works Tasks

- Around the Millstone storm ponds; PW staff will install small permanent signs on every other lot line at the pond easement in 2021 at the drainage easement/City property limits for future reference. Signs have been received from EFA/Safety Signs. ***11/4/21 Staff has staked the easements and signage has been installed at the property corners around the pond.***
- The storm water code and fees are under review, including sump pump connection requirements. Staff met with Andrew Albers to discuss his concerns regarding the amount of City fees he pays and research he has done on fee options.
- A pavement management document is being prepared based on past actions and bituminous pavement conditions.
- The City received an inquiry regarding converting the Access Road west of TH 3 between CSAH 1 and Hester Street to a public street; a draft policy will be prepared for reviewing these types of requests.
- For a future UPRR/Hester Street sidewalk crossing, the retaining wall at 236 Railway Street will need to be relocated.
- 7/8/21 Rice County agreed to erect signs where the existing trail crosses CSAH 78 south of Mill Towns Road; the City will provide MMUTCD compliant signs. ***12/7/21 The county has installed the pedestrian crossing signage.***
- Mill Town Trail crossing at railroad damaged from railroad maintenance. 9/22/21 DNR and Northfield are actively working to resolve the issue.
- ***11/15/21 Staff is working to identify when an additional well will be needed based on the City's projected water demands and future population forecasts. A report will be completed next week.***

13. Regional Storm Water and Wetland

- This will be the next storm water pond cleaning project; the focus for work at the regional pond will be clearing trees/brush and removing sediment. A future study will be done to quantity treatment capacity and service area for the pond.

14. Tower Park Improvements

- Draft survey questions have been reviewed by Park and Rec Advisory Board and comments have been received.
- 11/17/21 /21 Staff is working to revise the Tower Park survey based on council comments.

15. Two Year Warranty Inspections

- Warranty inspections have been completed for the 2019 projects; Swenke will be contacted about one small settlement on Stafford Road North

16. Water Supply Plan

- The drought status for Dundas will be monitored, and additional water conservation resources will be made available on the City website. As of 11/11/21, The drought condition for Rice County has remained unchanged and is listed as “Abnormally Dry”.

17. Water Towers

- At the east tank, some interior repairs will be needed in 2021; the west tank is also due for a routine inspection. Work is expected to be completed the weeks of 9/23/21 and 9/30/21.
- 10/20/21 inspection of the west tank has been completed.
- ***12/7/21 Water Tower Condition assessment reports are being reviewed by staff.***

18. Wellhead Protection Plan (WHP)

- On 3/24//21 a WHPP implementation kickoff meeting was held with MRWA.

19. AT&T East tower antenna modification

- 8/24/20 AT&T’s proposed 4th Amendment to the antenna lease was approved by the City Council.
- 11/11/21 Staff has approved the submittals and is coordinating the work with AT&T.

20. Bridgewater Heights PUD

- ***Developer has completed punch list work and warranty period has ended.***
- ***12/2/21 Letter of credit has been reduced to \$0.00.***

21. Bridgewater Heights Annexation Area Concept Plan

- 2/18/21 the Planning Commission considered the concept plan and provided feedback.
- 3/11/21 the City received a letter from the Bridgewater Township attorney objecting to the annexation; the City responded.

22. Cannon River Valley Estates

- Punch list to be prepared after all work has been completed.
- Developer completed concrete walk along Railway Street.

23. Dundas Dome Site

- A request for an extension of the completion date for parking lot work was approved by the City Council on 10/12/20.

24. Stoneridge Hills 2nd

- On 8/6/21 the City Planner forwarded a letter to the developer indicating their land use application was incomplete for review.

- 11/10/21 developer submitted revised drainage report and supporting information for review City review. 11/15/21 City forwarded drainage and engineering comments to the developer's Engineer.
- **11/19/21 Staff and Developer executed a conditional grading permit. Developer has started minor site grading work.**

25. Tower Heights

- Easement vacations, the Final Plat, and the Development Agreement were approved by the City Council at their 5/10/21 meeting.
- Trails and concrete walks on highland parkway have been placed.
- Concrete barriers at Highland Parkway, on the north side of 115th Street, have been placed by Bridgewater Township. On 7/20/21 the developer was reminded to communicate to their subcontractors, suppliers, builders, and others, that these barricades are not to be moved, or removed, for even a short amount of time. The only exception is for emergency vehicles.
- 8/12/21 a LOC reduction was authorized.
- 10/6/21 a LOC reduction was authorized.
- **11/30/21 a LOC reduction was authorized.**

26. West Avenue Apartments

- 6/8/20 the City Council approved the Comprehensive Plan Amendment, Preliminary and Final Plat; the PUD Preliminary and Final Plan; Building and Site Plan; a Planned Unit Overlay District; and the Development Agreement.
- 8/4/20 the developer signed the Development Agreement and the storm water agreement.

27. Industrial Zone – 600 Railway Street South

- Staff prepared a concept plan of street and utility improvements and preliminary cost estimate. Information will be presented at the EDA meeting on 11/22/21