



REQUEST FOR ACTION CITY COUNCIL

Agenda Date: 12/02/2024
Agenda Section: Unfinished Business

Department: Administration

Agenda Item: Budget/Levy Public Hearing

BACKGROUND

The purpose of the Public Hearing is to discuss and seek public comment on the City's proposed budgets and proposed property tax levies for 2025. It is important to note that the full tax impact to property owners includes the following:

- The general revenue tax levy of \$2,410,422
 - The tax abatement levy of \$19,780
 - The total levy amount of \$2,544,019
 - The HRA levy of \$52,348
- A. Budget and Levy Presentation
- B. Public Hearing on Budgets and Levies – The Council is required to allow citizens to speak on the proposed budgets and levies prior to the Council setting the final budgets and levies.
- C. Adoption of 2025 City Budgets – The Council must adopt the budget before December 31, 2024.
- D. Consider Tax Levy Resolutions – The City must certify final property tax levies to the County Auditor by December 31, 2024.

FINANCIAL IMPLICATIONS

The current projection for our 2025 tax capacity is \$5,437,252. With the Council's goal still being to keep the tax rate under 50 percent, the staff recommends the levy be set at \$2,410,422 at a tax rate of 46.77 percent. The final levy for 2024 was at a tax rate of 45.38 percent.

COUNCIL ACTION REQUESTED

1. Open the Public Hearing and receive public comment on proposed budgets and levies.
2. Council approval of the 2025 budget.
3. Council motion adopting the attached resolution setting the 2025 HRA Levy at \$52,348.
4. Council motion adopting the attached resolution setting the 2025 General Revenue Tax Levy at \$2,544,019, and the Tax Abatement Levy at \$19,780.

ADMIN REVENUES

FUND	ACCOUNT	2025 NOTES	2025 AMOUNTS	
General Fund	Current Taxes 101-31010-000	To be determined	\$ 2,367,338	
		Total Current Taxes	\$ 2,367,338	
			\$ 6,000	
	HRA Taxes 101-31011-000			
			Total HRA Taxes	\$ 6,000
				\$ 2,500
	Mobile Home Taxes 101-31030-000			
			Total Mobile Home Taxes	\$ 2,500
				\$ -
	Forfeited Tax Sale Apportion 101-31920-000			
			Total Forfeited Tax Sale Apportion	\$ -
				\$ 19,780
	Tax Abatement 101-31052-000	after 2024 levy settlement received		
			Total Tax Abatement	\$ 19,780
	Franchise Fees 101-31810-000	Xcel Energy		\$ 13,000
		MN Power		\$ 16,000
		CW Power		\$ 5,450
			Total Franchise Fees	\$ 34,450
				\$ 500
	Delinquent Taxes 101-31910-000			
			Total Delinquent Taxes	\$ 500
				\$ 12,500
	Alcoholic Beverages 101-32110-000			
			Total Alcoholic Bev Licenses	\$ 12,500
				\$ 400
	Tobacco Licenses 101-32181-000			
			Total Tobacco Licenses	\$ 400
				\$ 400
	Refuse Hauler Licenses 101-32185-000			
			Total Refuse Hauler Licenses	\$ 400
	Local Govt Aid 101-33401-000	Receive notification in July		\$ 148,995
			Total LGA	\$ 148,995
	Municipal State Aid - Street 101-33419-000	TAA Small Cities Forecast FY 2025		\$ 78,440
			Total Municipal State Aid - Streets	\$ 78,440
				\$ 1,200
	Market Value Credit - AG 101-33425-000			
			Total State Aid-Police	\$ 1,200
				\$ 55,000
	State Aid - Police 101-33426-000			
			Total State Aid-Police	\$ 55,000
	Grants & Aids from Other Local 101-33630-000	Wellness grant		\$ -
		Misc Grants		\$ 10,000
			Total Grants & Aids from Other Local	\$ 10,000
	Rent 101-34101-000	Chamber		\$ 9,300
Cole & Library bldgs			\$ 5,700	
		Total Rent	\$ 15,000	
			\$ -	
Copy Machine Revenues 101-34110-000				
		Total Copy Machine Revenues	\$ -	
			\$ 400	
Oil Recycling Fees 101-36201-000				
		Total Oil Recycling Fees	\$ 400	
Miscellaneous Revenue 101-36203-000	Work comp ins commission		\$ 1,000	
	Sourcewell rebates		\$ 500	
	Misc		\$ 500	
	PLFD Fiscal Agent 1/2 Year		\$ 2,500	
		Total Miscellaneous Revenue	\$ 4,500	
			\$ 25,000	
Interest Earnings 101-36210-000				
		Total Interest Earnings	\$ 25,000	
Donations 101-36230-000	Flag Display		\$ 5,000	
	PD Donations		\$ 2,000	
	National Night Out		\$ 1,000	
	General Fund Donations		\$ 2,000	
	Misc		\$ 500	
	Total Donations	\$ 10,500		
Sale of Assets 101-39101-000	2020 Ford F350 PW		\$ 50,000	
	2015 Ford F350 PW		\$ 25,000	
		Total Sale of Assets	\$ 75,000	
			\$ 80	
State Sales Tax Collected 101-37171-000				
		Total State Sales Tax Collected	\$ 80	
Refunds & Reimbursements 101-39990-000	P&C insurance dividend		\$ 1,500	
	FD bond insurance		\$ 180	
	Misc		\$ 2,000	
		Total Refunds & Reimbursements	\$ 3,680	
	Total Admin Revenues		\$ 2,871,663	
Business Park	Grants & Aid 401-33630-000		\$ -	
			Total Grants & Aid	\$ -
	Interest Earnings 401-36210-000			\$ 3,000
			Total Interest Earnings	\$ 3,000
	Sale of Assets 401-39101-000			\$ -
		Total Sale of Assets	\$ -	
	Total Business Park Revenues		\$ 3,000	

ADMIN EXPENDITURES

DEPT	ACCOUNT	2025 NOTES	2025 AMOUNTS
COUNCIL 101-41110	Wages (complete for each)	Includes Pera, Taxes & Life Ins	
	Wages 101-41110-100	Special mtgs per yr per member 7	23,550
			23,550
	Office Supplies 101-41110-200	Misc supplies	\$ 100
		Total Office Supplies	\$ 100
	Operating Supplies 101-41110-210	Copies	\$ 200
		Software renewals	\$ 100
		Misc supplies	\$ 500
		Total Operating Supplies	\$ 800
	Legal Fees 101-41110-304		\$ -
		Total Legal Fees	\$ -
	Travel/Conferences/Schools 101-41110-308		\$ 1,000
		Total Travel/Conferences/Schools	\$ 1,000
	Contract Services 101-41110-313	IT-CTC/Fiber-Charter	\$ 8,000
		Misc	\$ 250
		Total Contract Services	\$ 8,250
	Telephone 101-41110-321		\$ 550
	Total Telephone	\$ 550	
Postage 101-41110-322		\$ 80	
	Total Postage	\$ 80	
Publishing 101-41110-350		\$ -	
	Total Publishing	\$ -	
Dues/Licensing/Subscriptions 101-41110-433	Mayor LMC dues	\$ 50	
	Email licensing/security	\$ 1,700	
	Total Dues/Licensing/Subscriptions	\$ 1,750	
Contingency 101-41110-437	July 3rd fireworks contribution	\$ 3,800	
	Total Contingency	\$ 3,800	
	Total Council	\$ 39,880	
STRATION -41400	Wages (complete for each)	Includes Pera, Taxes & Life Ins	
	Wages	2080 reg hours per year 0 OT per year 100% allocation by dept	\$ 210,311
	EMPLOYER - HEALTH INSURANCE		\$ 35,700
		Total Wages & Benefits	\$ 246,011
	Office Supplies 101-41400-200	Misc-paper, pencils, notebooks, ect	\$ 3,100
		Total Office Supplies	\$ 3,100
	Operating Supplies 101-41400-210	Copies, anti-virus software, misc	\$ 2,000
		Total Operating Supplies	\$ 2,000
	Clothing Allowance 101-41400-217	Clothing Allowance	\$ 800
		Total Clothing Allowance	\$ 800
	Professional Services 101-41400-300	Misc bank fees	\$ 50
		Total Professional Services	\$ 50
	Legal Fees 101-41400-304		\$ 800
		Total Legal Fees	\$ 800
Medical 101-41400-305		\$ -	
	Total Medical	\$ -	
Travel/Conferences/Schools 101-41400-308	MCFOA-Clerks Conference & Training LMC Conference, Safety Training	\$ 4,000	
	Total Travel/Conferences/Schools	\$ 4,000	
Risk Management 101-41400-311	Safety supplies/employee hearing tests e/o yr	\$ 100	
	Total Risk Management	\$ 100	
Contract Services 101-41400-313	Hildi - City & Fire Relief(Reimb) actuarials	\$ 3,000	
	Audit services	\$ 15,000	
	Caselle software support	\$ 6,000	
	IT - CTC	\$ 3,100	
	Computer service/IT-CTC	\$ 1,800	
	Copy machine lease	\$ 700	
	Web hosting	\$ 700	
	Initiative Foundation	\$ 260	
	Laserfiche software support	\$ 5,000	
	Misc consultants	\$ 500	
	Total Contract Services	\$ 36,060	
Telephone		\$ 3,000	

ADMINI 101	101-41400-321	Total Telephone	\$ 3,000	
			\$ 900	
	Postage 101-41400-322	Total Postage	\$ 900	
			\$ -	
	Fuel 101-41400-334	Total Fuel	\$ -	
			\$ 600	
	Publishing 101-41400-350	Total Publishing	\$ 600	
			\$ -	
	Cable TV 101-41400-387	Total Cable TV	\$ -	
			\$ -	
	Repair/Maintenance/Services 101-41400-433	Total Repair/Maint/Services	\$ -	
			\$ -	
	Miscellaneous 101-41400-430	Total Miscellaneous	\$ -	
			\$ -	
	Dues/Licensing/Subscriptions 101-41400-433	LMC		\$ 3,650
		MCFOA/Clerk membership dues		\$ 100
		Newspaper subscription		\$ 260
		Notary license renewals		\$ 140
		E-mail address licensing/SSL certificate		\$ 50
		NeoPost ACH		\$ 200
Billboard sign permit renewal			\$ 120	
Adobe Acrobat professional software licensing			\$ 190	
MN Small Cities Dues			\$ 1,565	
		Total Dues/Licensing/Subscriptions	\$ 6,275	
		\$ -		
Donations 101-41400-490	Total Donations	\$ -		
		\$ -		
Capital Outlay 101-41400-500	Total Capital Outlay	\$ -		
		\$ -		
Capital Outlay Carryover 101-41400-501	Total Capital Outlay Carryover	\$ -		
		\$ -		
Refunds & Reimbursements 101-41400-810	Total Refunds & Reimbursements	\$ -		
		\$ -		
	Total Administration	\$ 303,696		
SALES & USE TAX	Sales & Use Tax 101-41420-210		\$ 150	
	Total Sales & Use Tax	\$ 150		
FIRE CONTRACTS	Fire Contract Services 101-42210-313	PL contract (\$20,000 Additional Equipment Contribution)	\$ 164,550	
		Nisswa contract	\$ 2,194	
		Total Fire Contract Services	\$ 166,744	
TAX ABATEMENT	Professional Fees 101-46100-300	Total Professional Fees	\$ -	
	Contract Services 101-46100-313	Total Contract Services	\$ -	
			\$ 19,780	
	Refunds & Reimbursements 101-46100-810			
		Total Tax Abatement	\$ 19,780	
HRA 101- 46330	Board Wages	Includes payroll taxes	\$ 1,200	
		Total Wages	\$ 1,200	
	Insurance		\$ -	
ECONOMIC DEV 101-46501	Travel/Conference/Schools 101-46501-308	Total Travel/Conferences/Schools	\$ -	
	Contract Services 101-46501-313	BLAEDC		\$ 13,000
		Development & marketing		\$ 10,000
		Total Contract Services		\$ 23,110
	Operating Supplies	Total Operating Supplies		\$ 50
				\$ 50
	Publishing 101-46501-350	Total Publishing		\$ 35
			\$ 35	
Dues/Licensing/Subscriptions 101-46501-433	EDC Website		\$ 500	
	Total Dues/Licensing/Subscriptions		\$ 500	
	ECONOMIC DEV TOTAL	\$ 23,695		
	Insurance 101-49240-360	P&C & work comp	\$ 150,000	
		Total Insurance	\$ 150,000	
AL GOVT	Professional Services 101-41900-300	Asset portfolio bank fees	\$ 1,800	
		Total Professional Services	\$ 1,800	
		CR card processing fees	\$ 400	

P&Z REVENUES

FUND	ACCOUNT	2025 NOTES	2025 AMOUNTS
GENERAL FUND	Sign Permits 101-32182-000		\$ 400
		Total Sign Permits	\$ 400
	Driveway Permits 101-32260-00		\$ -
		Total Driveway Permits	
	Onsite Sewage Permits 101-32262-000		
		Total Onsite Sewage Permits	\$ 2,800
	Onsite Sewage Inspections 101-32263-000		\$ -
		Total Onsite Sewage Inspections	\$ 2,800
	Land Use Fees 101-34103-000		\$ 20,000
		Total Land Use Fees	\$ 20,000
	Special Assmt Searches 101-34107-000		\$ 500
	Total Special Assmt Searches	\$ 500	
E911 Address Fees 101-34111-000		\$ 1,000	
	Total E911 Address Fees	\$ 1,000	
	Total P&Z Revenues	\$ 27,500	

P&Z EXPENDITURES

DEPT	ACCOUNT	2025 NOTES	2025 AMOUNTS	
PLANNING & ZONING 101-41910		Includes Pera, Taxes & Life Ins		
	Wages (complete for each)	2080 of reg hrs for year 0 OT hrs for year allocation 80% by dept	\$ 57,757	
	Employer Health Ins		\$ 16,900	
	Planning Commission	reg mtgs per yr per member 7 special mtgs per yr per member 0	\$ 5,250	
	Office Supplies 101-41910-200	Stationary/Envelopes		\$ 200
		Misc		\$ 205
		Total Office Supplies		\$ 405
	Operating Supplies 101-41910-210	Technology/Computer Supplies		\$ 200
		Misc Office Supplies		\$ 100
		Name Plates		\$ 100
		Total Operating Supplies		\$ 400
	Clothing Allowance 101-41910-217	Clothing/Logo Wear		\$ 200
		Total Clothing Allowance		\$ 200
	Engineering Fees 101-41910-303	Misc P&Z, Meetings, Budget		\$ 4,000
		Mapping/GIS		\$ 1,000
		Total Engineering Fees		\$ 5,000
	Legal Fees 101-41910-304			\$ 5,000
		Total Legal Fees		\$ 5,000
	Travel/Conferences/Schools 101-41910-308	Cont. Ed.		\$ 700
		Total Travel/Conferences/Schools		\$ 700
	Risk Management	(average 47)		
		Total Risk Management		\$ -
	Contract Services 101-41910-313	Copy Machine		\$ 600
		CTC IT/Charter		\$ 800
		Sourcewell Planning (Avg. 4,000)		\$ 4,000
		Special Consultants - WCA		\$ 2,000
		OPG-3		\$ 1,200
		Septic Inspection		\$ 1,500
		Total Contract Services		\$ 10,100
	Telephone 101-41910-321	CTC Phone/Internet		\$ 650
		Cell Phone		\$ 550
		Total Telephone		\$ 1,200
	Postage 101-41910-322	Postage Machine		\$ 50
SSTS Program			\$ 50	
Postage			\$ 150	
Total Postage		\$ 250		
Fuel 101-41910-334			\$ -	
Publishing 101-41910-350			\$ 700	
	Total Publishing		\$ 700	
Repair/Maintenance/Services 101-41910-400			\$ -	
Dues/Licensing/Subscriptions 101-41910-433	Memberships		\$ 200	
	License Renewals		\$ 200	
	Misc.		\$ 800	
	Total Dues/Licensing/Subscriptions		\$ 1,200	
Capital Outlay 101-41910-500			\$ -	
Capital Outlay Carryover			\$ -	
Refunds & Reimbursements			\$ -	
	Total Refunds & Reimbursements		\$ -	
	Total Planning & Zoning		\$ 105,062	
E911 ADDRESSING G	Operating Supplies 101-41911-210	E-911 Signs	\$ 500	
		M-R Sign		
		Total Operating Supplies	\$ 500	
	Contract Services 101-41911-313	E-911 Addressing/CWC	\$ 750	
		Total Contract Services	\$ 750	
	Total E911 Addressing	\$ 1,250		

POLICE REVENUES

FUND	ACCOUNT	2025 NOTES	2025 AMOUNTS
	Federal Grants 101-33160-000	REIMB FOR POLICE TZD SHIFTS	\$ 3,000
		Sourcewell Boost/Match/Misc Funds	\$ 62,000
		Sourcewell Grant - New RMS System	\$ 20,000
		Total Federal Grants	\$ 85,000
	Police Training Reimbursements 101-33416-000		\$ 5,000
		Total Police Trng Reimbursements	\$ 5,000
	Police Contracts 101-34201-000	City of Jenkins (5% contract inc)	\$ 43,260
		PL School	\$ 59,000
		total 96000	
		Total Police Contracts	\$ 102,260
	Police Reports 101-34203-000		\$ 800
		Total Police Reports	\$ 800
	Court Fines 101-35101-000		\$ 12,000
		Total Court Fines	\$ 12,000
	Sale of Assets	Sale of Police Tahoe	\$ 20,000
		Total Sale of Assets	\$ 20,000
			Total Police Revenues

POLICE EXPENDITURES			
DEPT	ACCOUNT	2025 NOTES	2025 AMOUNTS
POLICE 101-42100	Wages (complete for each)	Includes Pera, Taxes & Life Ins	
	Wages	1 salary, 6 FT, 1 PT	\$ 618,745
		40% allocation admin position	
		100% allocation police	
	Employer Health Ins		\$ 127,500
		Total Wages & Benefits	\$ 746,245
	Office Supplies 101-42100-200	2 desktop computers / Grant 2024	\$ -
		Stationary/Paper Products	\$ 1,300
		Tech/Computer Supplies	\$ 1,500
		Total Office Supplies	\$ 2,800
	Operating Supplies 101-42100-210	Ammo	\$ 3,000
		Gloves, Test Kits, Batteries, Misc.	\$ 5,000
		Equipment Assessories	\$ 2,000
		Total Operating Supplies	\$ 10,000
	Clothing Allowance 101-42100-217		\$ 7,000
		Total Clothing Allowance	\$ 7,000
	Legal Fees 101-42100-304	Severson Porter	\$ 11,500
		Flaherty/Hood	\$ 50,000
		pending litigation settlement	
		Total Legal Fees	\$ 61,500
	Medical 101-42100-305	Employee Testing	\$ 500
		Hearing Test/Respiratory Fit	\$ -
		Total Medical	\$ 500
	Travel/Conferences/Schools 101-42100-308	Officer Training	\$ 6,000
		Officer, Chief, LMC	
		Fuel, Per Diem, Hotel, etc	
		Total Travel/Conferences/Schools	\$ 6,000
	Risk Management		
		Total Risk Management	\$ -
	Contract Services 101-42100-313	NEW RMS SYSTEM (grant \$20k)	\$ 23,000
		fire ext cert, FOB fees, copier cont	\$ 10,000
		CTC IT, Paper Storm, etc.	\$ 17,000
		Total Contract Services	\$ 50,000
	Telephone 101-42100-321	Cell phone/wireless internet	\$ 8,000
		CTC	\$ 3,500
		Total Telephone	\$ 11,500
	Postage 101-42100-322	Postage Machine	\$ 100
		Postage	\$ 300
		Certified Mail	\$ 100
		Total Postage	\$ 500
Radios 101-42100-323	Repairs	\$ 1,000	
	New radio	\$ 1,000	
	Total Radios	\$ 2,000	
Publishing 101-42100-350	Advertise jobs/ordinances	\$ 100	
	Total Publishing	\$ 100	
Sanitation 101-42100-384			
	Total Sanitation	\$ -	
Cable TV 101-42100-387	Cable TV	\$ 300	
	Total Cable TV	\$ 300	
Repair/Maint/Services 101-42100-400	Pequot Auto, Watt, Pequot Auto Valu	\$ 13,000	
	**increased due to labor costs	\$ 2,000	
	Total Repair/Maint/Services	\$ 15,000	
Dues/Licensing/Subscriptions 101-42100-433	BCA, CWC Chiefs Assoc, POST,	\$ 1,000	
	MN Chiefs Assoc	\$ 400	
	e-mail acct licensing	\$ 1,160	
	Total Dues/Licensing/Subscriptions	\$ 2,560	
Capital Outlay 101-42100-500	Squad/Outfitting	\$ 63,000	
	Squad Computers	\$ 5,000	
	Tazers	\$ 1,000	
	Total Capital Outlay	\$ 69,000	
Capital Outlay Carryover 101-42100-501			
	Total Capital Outlay Carryover	\$ -	
Refunds & Reimbursements 101-42100-810	MN FOP (reimbursed for this)	\$ 1,000	
	Total Refunds & Reimbursements	\$ 1,000	
	Total Police	\$ 1,014,005	
CIVIL DEFENSE 101-42500	Contract Services 101-42500-313	CWC Alert System	\$ 500
		Total Contract Services	\$ 500
	Legal Fees 101-42500-304		
		Total Legal Fees	\$ -
Electricity 101-42500-381		\$ 600	
	Total Electricity	\$ 600	
Repair/Maint/Services		\$ 1,950	
		\$ 4,150	

PUBLIC WORKS REVENUES			
FUND	ACCOUNT	2025 NOTES	2025 AMOUNTS
CEMETERY	Cemetery Fees (Brown St) 229-34940-000		\$ 800
		Total Cemetery Fees (Brown St)	\$ 800
	Interest Earnings 229-36210-000		\$ 500
		Total Interest Earnings	\$ 500
	Refunds & Reimbursements 229-39990-000		
		Total Refunds & Reimbursements	\$ -
	Total Cemetery		\$ 1,300
G O Utility Bond 2020A Fund	Current Taxes 305-31010-000	Tax Levy for Disposal System Portion of Bonds	\$ 87,845
		Total Current Taxes	\$ 87,845
	Interest Earnings 305-36210-000		\$ 100
		Total Interest Earnings	\$ 100
	Transfer From Other Funds 305-39203-000	Transfer from Water 41,785, Sewer 41,785	\$ 83,570
		Total Transfer from Other Funds	\$ 83,570
	Total GO Utility Bond 2020A Fund		\$ 171,515
G O Equipment Cert 2022A Fund	Current Taxes 306-31010-000	Tax Levy for Disposal System Portion of Bonds	\$ 25,452
		Total Current Taxes	\$ 25,452
	Interest Earnings 306-36210-000		\$ -
		Total Interest Earnings	\$ -
	Transfer From Other Funds 306-39203-000		\$ -
		Total Transfer from Other Funds	\$ -
	Total GO Utility Bond 2020A Fund		\$ 25,452
Hwy 371 Fund	Current Taxes 402-31010-000	Maint Facility Interfund Loan payback	\$ 93,330
		Total Current Taxes	\$ 93,330
	Misc Revenue 402-36203-000		\$ -
		Total Misc Revenue	\$ -
	Interest Earnings 402-36210-000		\$ 30,000
		Total Interest Earnings	\$ 30,000
	Total Hwy 371		\$ 123,330

PUBLIC WORKS EXPENDITURES			
DEPT	ACCOUNT	2025 NOTES	2025 AMOUNTS
GENERAL BLDG 101-41940-	Operating Supplies 101-41940-210	paper products, minor repair supplies,	\$ 6,500
		light bulbs for City Bldgs.	
		Total Operating Supplies	\$ 6,500
	Engineering Fees 101-41940-303	Future Projects	\$ 15,000
		Total Engineering Fees	\$ 15,000
	Risk Management 101-41940-311		
		Total Risk Management	\$ -
	Contract Services 101-41940-313	fire ext certification service	\$ 1,000
		lawn service	\$ 1,300
		elevator service	\$ 2,650
		cleaning service	\$ 2,000
		alarm system monitoring	\$ 750
		library rugs rental	\$ 1,175
		Sprinkler system repair/start up	\$ 150
		pest control treatments all city buildings	\$ 475
		AC / Furnace Inspections/Cleaning (8 buildings)	\$ 900
		Light Replacement	
		Septic and Holding Tank Pumping	\$ 700
		Plumbing and Heating Preventative Maintenance	
		Misc	\$ 900
		Total Contract Services	\$ 12,000
	Telephone 101-41940-321	Others	\$ 3,100
		WiFi at Cole Bldg	\$ 1,150
		Total Telephone	\$ 4,250
	Electricity 101-41940-381		\$ 18,480
		Total Electricity	\$ 18,480
	Heating 101-41940-383		\$ 15,500
		Total Heating	\$ 15,500
Repair/Maint/Services 101-41940-400	Doors, Paint, Walls	\$ 3,000	
	Plumbing & Heat	\$ 3,000	
	Lighting, electrical	\$ 500	
	Sprinkler system repair	\$ 100	
	Gutter Rehab - Cole & City Hall	\$ 1,500	
	Emergency Building Repair	\$ 5,000	
	Total Repair/Maint/Services	\$ 13,100	
Dues/Licensing/Subscriptions 101-41940-433	solid waste taxes, CWC alarm system, elevator annual permit	\$ 600	
	Total Dues/Licensing/Subscriptions	\$ 500	
Capital Outlay 101-41940-500	City Hall Project/Parking Lot- Save over 5 years	\$ 40,000	
	Total Capital Outlay	\$ 40,000	
Capity Outlay Carryover 101-41940-501	Doors & Windows (use R+S carryover)	\$ 24,000	
		\$ (24,000)	
	Total Capital Outlay Carryover	\$ -	
Debt Service - Principal 101-41940-601		\$ -	
	Total Debt Service - Principal	\$ -	
Debt Service - Interest 101-41940-610		\$ -	
	Total Debt Service - Interest	\$ -	
Refunds & Reimbursements 101-41910-810		\$ 100	
	Total Refunds & Reimbursements	\$ 100	
	Total General Building	\$ 125,430	
	Wages (complete for each)	Includes Pera, Taxes & Life Ins	
		2080 of reg hrs for year	\$ 201,809
	Employer Health Ins	0 OT hrs for year	
		76% allocation by dept	\$ 56,550
		Total Wages & Benefits	\$ 258,359
	Unemployment Compensation 101-43100-142		
		Total Unemployment Compensation	\$ -
	Office Supplies 101-43100-200		\$ 500
		Total Office Supplies	\$ 500
	Operating Supplies 101-43100-210	Salt (state contract)	\$ 15,000
		Sand	\$ 3,000
		Class 5 Gravel	\$ 6,000
		Plow Edges	\$ 4,300
		Cold Mix	\$ 4,000
		Hot mix	\$ 7,000
		anti-virus software, copies, Lubes, maint items	\$ 9,400
		Bristle Replacements (Skiddy Angle & P/U Brooms)	\$ 5,000
Mulch, black dirt, seed, shoulders & roundabouts		\$ 2,100	
Hardware, fasteners, shop supplies		\$ 2,100	
Total Operating Supplies		\$ 57,900	
Clothing Allowance 101-43100-217		Clothing (including Jackets, boots, hi-viz shirts) includes Andy	\$ 2,000
	Total Clothing Allowance	\$ 2,000	
Engineering Fees 101-43100-303	Future Projects, Patriot Ave Redesign	\$ 20,000	
	Total Engineering Fees	\$ 20,000	
Legal Fees 101-43100-304		\$ 500	

ROADS & STREETS 101-43100-		Total Legal Fees	\$ 500	
			\$ 200	
	Medical 101-43100-305			
		Total Medical	\$ 200	
			\$ 600	
	Travel/Conferences/Schools 101-43100-308			
		Total Travel/Conferences/Schools	\$ 600	
		safety supplies / PPE	\$ 200	
	Risk Management 101-43100-311			
		Total Risk Management	\$ 200	
	Contract Services 101-43100-313	Grading	\$ 3,200	
		Calcium Chloride (9th/N&S Sluetter)	\$ 10,000	
		Crack Sealing	\$ 30,000	
		Emergency Rd Repairs	\$ 15,000	
		Road Patching	\$ 2,000	
		CTC IT/Charter Internet	\$ 2,400	
		Road Striping and Cross walks	\$ 12,000	
		Misc	\$ 185	
			Total Contract Services	\$ 74,785
			\$ 4,500	
	Telephone 101-43100-321			
		Total Telephone	\$ 4,500	
			\$ 170	
	Postage 101-43100-322			
		Total Postage	\$ 170	
			\$ 25,000	
Fuel 101-43100-334				
	Total Fuel	\$ 25,000		
		\$ 400		
Publishing 101-43100-350				
	Total Publishing	\$ 400		
Sanitation 101-43100-384	Sanitation Service	\$ 2,400		
	Community Clean Up Day	\$ 2,400		
	Total Sanitation	\$ 4,800		
Repair/Maint/Services 101-43100-400	Repairs on all tools, equip, trucks, mowers	\$ 15,000		
	Total Repair/Maint/Services	\$ 15,000		
		\$ 700		
Dues/Licensing/Subscriptions 101-43100-433				
	Total Dues/Licensing/Subscriptions	\$ 700		
Capital Outlay 101-43100-500	Overlay Projects	\$ 70,500		
	Trailer	\$ 21,500		
	Truck (Sale of Assets Admin worksheet 2015 PW PU)	\$ 50,000		
	Truck (Sale of Assets Admin worksheet 2020 PW PU)	\$ 50,000		
	Plow Set-Up for Trucks	\$ 8,000		
	Total Capital Outlay	\$ 200,000		
Capital Outlay Carryover 101-43100-501				
	Total Capital Outlay Carryover	\$ -		
	Total Roads & Streets	\$ 665,614		
STREET LIGHTING	Electricity 101-43160-381		\$ 28,000	
		Total Electricity	\$ 28,000	
	Total Street Lighting	\$ 28,000		
SIGNAL & SIGNS	Operating Supplies 101-43161-210	Annual repair/updates, truck route, turnbacks	\$ 4,590	
		Radar Signs	\$ 10,000	
		Barricades	\$ 3,200	
		Total Operating Supplies	\$ 17,790	
			\$ 2,850	
	Electricity 101-43161-381			
		Total Electricity	\$ 2,850	
		\$ 200		
Repair/Maint/Services 101-43161-400				
	Total Repair/Maint/Services	\$ 200		
	Total Signal & Signs	\$ 20,840		
	Operating Supplies 101-45200-210	Mulch	\$ 1,000	
		Flowers	\$ 500	
		Flag Display Maintenance Supplies	\$ 5,200	
		Christmas Display Lights	\$ 2,000	
		Seed/Fertilizer	\$ 500	
		Misc	\$ 300	
		Dog Park Supplies	\$ 900	
		Paint/Stain/Lights (shelters, fence, benches, signs)	\$ 500	
		Community Garden (Reimburse with rental fees)	\$ 700	
		Total Operating Supplies	\$ 11,600	
		bands in park	\$ 15,000	
	Professional Services 101-45200-300			
		Total Professional Services	\$ 15,000	
			\$ 15,000	
	Engineering Fees 101-45200-303			
		Total Engineering Fees	\$ 15,000	
Contract Services 101-45200-313	Portable restrooms in park (remove when new bathroom)	\$ 2,200		
	Irrigation service & Winterization	\$ 2,000		
	Lawn care & Fertilization	\$ 10,000		
	Light Replacement	\$ 400		

PARK 101-45200		Misc	\$ 1,300
		Band Shell/Community Sign Landscaping	\$ 8,000
		Total Contract Services	\$ 23,900
			\$ 50
	Postage 101-45200-322		
		Total Postage	\$ 50
		park lights, flag lights, Christmas Lights	\$ 1,800
		Total Electricity	\$ 3,100
			\$ 1,500
	Repair/Maint/Services 101-45200-400	Rewire Park Path	\$ 12,600
		Rewire Sibley Park Pavillion	\$ 2,400
		Total Repair/Maint/Services	\$ 16,500
	Dues/Licensing/Subscriptions 101-45200-433	solid waste recycling fee	\$ 25
	Total Dues/Licensing/Subscriptions	\$ 25	
Donations 101-45200-490	Paul Bunyan Scenic byway	\$ 250	
	Mayo Lake weed control	\$ 150	
	Sibley Lake Assoc Lake Improvement District	\$ 110	
	Total Donations	\$ 510	
Capital Outlay 101-45200-500	Trailside Park Shelter & Parking Lot	\$ 105,000	
	Memorial Bobber Tower Path Lights & Fixtures	\$ 25,000	
	Trailside Park Irrigation Upgrades & Installation	\$ 27,000	
	Trailside Park Shelter Picnic Tables	\$ 4,800	
	Sibley Lake Park Vaulted Bathrooms & Demo	\$ 42,000	
	Total Capital Outlay	\$ 203,800	
Capital Outlay Carryover 101-45200-501			
	Total Capital Outlay Carryover	\$ -	
	Total Park	\$ 289,485	
CEMETERY 229-49010	Operating Supplies 229-49010-210		
		Total Operating Supplies	\$ -
		asset portfolio bank fees	\$ 60
	Professional Services 229-49010-300		
		Total Professional Services	\$ 60
		financial audit	\$ 250
		Fertilize	\$ 1,300
Contract Services 229-49010-313			
	Total Contract Services	\$ 1,550	
Insurance 229-49010-360	P&C Ins	\$ 50	
	Total Insurance	\$ 50	
		\$ 50	
Repair/Maintenance/Services 229-49010-400			
	Total Repair/Maintenance/Services	\$ 50	
Refunds & Reimbursements 101-49010-810			
	Total Refunds & Reimbursements	\$ -	
	Total Cemetery	\$ 1,710	
GO EQUIP CERT 2022A Snowplow Truck	Contract Services 306-43100-313		
		Total Contract Services	\$ -
	Debt Service - Principal 306-43100-601	for snowplow truck	\$ 20,000
		Total Debt Service - Principal	\$ 20,000
Debt Service - Interest 306-43100-610	for snowplow truck	\$ 2,990	
	Total Debt Service - Interest	\$ 2,990	
	Total GO Equip Cert	\$ 22,990	
GO Utility Bond 2020A	Debt Service - Principal 305-43100-601		
		Total Debt Service - Principal	\$ 127,000
	Debt Service - Interest 305-43100-610		\$ 35,215
	Total Debt Service - Interest	\$ 35,215	
	Total GO Utility Bond 2020A	\$ 162,215	
HWY 371 402-43101-	FNB		\$ 3,000
	Professional Services 402-43101-300		
		Total Professional Services	\$ 3,000
			\$ 50,000
	Engineering Fees 402-43101-303		
		Total Engineering Fees	\$ 50,000
		audit services	\$ 1,500
	Contract Services 402-43101-313		
	Total Contract Services	\$ 1,500	
Capital Outlay 402-43101-500	Main and Front	\$ 1,800,000	
	Total Capital Outlay	\$ 1,800,000	
Capity Outlay Carryover 402-43101-501			
		\$ -	
	Total Capital Outlay Carryover	\$ -	
	Total Hwy 371	\$ 1,854,500	

**CITY OF PEQUOT LAKES
RESOLUTION 24-39**

A RESOLUTION ADOPTING 2024 FINAL TAX LEVY COLLECTIBLE IN 2025

WHEREAS, the Pequot Lakes City Council has reviewed the City’s anticipated 2024 revenues and expenditures for all funds; and

WHEREAS, revenues from sources other than property taxes are not sufficient to meet anticipated expenditures of all funds; and

WHEREAS, the Pequot Lakes City Council held a Public Hearing on December 2, 2024, and received public input on the tax levy.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Pequot Lakes, County of Crow Wing, Minnesota, that the following sums of money are levied for the current year, collectible in 2025 upon the taxable property in the City of Pequot Lakes for the following purposes:

General Revenue Tax Levy	\$2,410,422
Tax Abatement Levy	19,780
G.O. Utility Rev & Disp System Bond 2020A	87,844
G.O. Equipment Cert. Series 2022A	<u>25,973</u>
Total Levy	\$2,544,019

BE IT FURTHER RESOLVED that the City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Crow Wing County, Minnesota.

Adopted by the Pequot Lakes City Council this 2nd day of December 2024.

Tyler Gardner
Mayor

ATTEST:

Angie Duus
City Administrator

**CITY OF PEQUOT LAKES
RESOLUTION 24-38**

**A RESOLUTION ADOPTING 2024 FINAL HOUSING AND REDEVELOPMENT AUTHORITY
TAX LEVY COLLECTIBLE IN 2025**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Pequot Lakes, County of Crow Wing, Minnesota, that the following sum of money is levied for the current year, collectible in 2025 upon the taxable property in the City of Pequot Lakes for the following purpose:

Housing and Redevelopment Authority Tax Levy \$52,348

BE IT FURTHER RESOLVED that the City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Crow Wing County, Minnesota.

Adopted by the Pequot Lakes City Council this 2nd day of December 2024.

Tyler Gardner
Mayor

ATTEST:

Angie Duus
City Administrator