

# City of Duluth, Minnesota



## 2014 Proposed Budget All Other Funds



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# City of Duluth Minnesota - 2014 Budget

## Funds

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Special Revenue funds account for specific financial resources (other than special assessments, expendable trusts or other major capital projects) that are restricted to expenditures for specific purposes.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	61,813,886	56,339,609	56,336,298	57,806,698
REVENUES				
Taxes	-	2,536,938	2,600,000	2,600,000
Intergovernmental	14,299,479	11,675,273	10,078,100	7,981,700
Miscellaneous	8,580,321	17,775,831	6,624,600	8,988,100
TOTAL REVENUES	22,879,800	31,988,042	19,302,700	19,569,800
EXPENSES				
Personal Services	3,685,370	13,359,845	5,389,700	4,163,700
Other Services and Charges	4,588,195	5,057,612	4,245,600	3,628,400
Transfers	12,173,029	6,511,356	3,182,000	2,997,600
Miscellaneous	7,907,484	7,062,540	5,015,000	4,840,500
TOTAL EXPENSES	28,354,077	31,991,353	17,832,300	15,630,200
FUND BALANCE - DECEMBER 31	56,339,609	56,336,298	57,806,698	61,746,298

# City of Duluth Minnesota - 2014 Budget

## Lake Superior Zoological Gardens

200

Special Revenue fund established to account for the operation of the Lake Superior Zoological Gardens which was transferred to the Zoological Society in a new contractual relationship Approved by the City Council late in 2009. The City will subsidize operations with a transfer from The Tourism Tax Fund.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	142,488	(106,500)	(99,689)	(99,689)
REVENUES				
Intergovernmental, State of MN	160,000	350,882	160,000	160,000
Admissions	696,618	570,507	696,000	696,000
Concessions & Commissions, Misc	208,043	152,686	208,000	208,000
Gifts and Donations	2,585	20,528	2,500	2,500
Other Sources	134,418	40,538	60,000	60,000
Transfer from Tourism Tax	520,000	520,000	510,000	510,000
TOTAL REVENUES	<u>1,721,664</u>	<u>1,655,141</u>	<u>1,636,500</u>	<u>1,636,500</u>
EXPENSES				
Contract Services	1,666	-	1,600	1,600
Contract Services, Zoo Personnel	921,227	857,532	921,200	921,200
Contract Services, Op Expenses	871,535	703,624	703,200	703,200
Capital Outlay	165,556	84,382		
Bank Charges	10,668	2,792	10,500	10,500
TOTAL EXPENSES	<u>1,970,652</u>	<u>1,648,330</u>	<u>1,636,500</u>	<u>1,636,500</u>
FUND BALANCE - DECEMBER 31	(106,500)	(99,689)	(99,689)	(99,689)

# City of Duluth Minnesota - 2014 Budget

## Parks Fund

205

Special Revenue fund established to account for property tax monies received that are to be used for City parks as Approved by the citizens of Duluth on a special referendum.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1			455,846	455,846
REVENUES				
Property Tax Levy		2,536,938	2,600,000	2,600,000
Licenses and Permits		-	34,000	69,500
Miscellaneous		7,000	48,500	14,000
TOTAL REVENUES		<u>2,543,938</u>	<u>2,682,500</u>	<u>2,683,500</u>
EXPENSES				
Personal Services		1,061,420	1,162,100	1,164,800
Other Services and Charges		389,087	462,900	561,500
Supplies		146,658	233,400	292,200
Miscellaneous		54,076	104,100	100,000
Capital Outlay		436,851	720,000	565,000
TOTAL EXPENSES		<u>2,088,092</u>	<u>2,682,500</u>	<u>2,683,500</u>
FUND BALANCE - DECEMBER 31		455,846	455,846	455,846

BUDGETED FTE'S	2011	2012	2013	2014
1130 Manager, Parks & Recreation		1	1	1
1070 Operations Coordinator		1	1	1
135 Public Information Coordinator		1	1	1
131 Volunteer Coordinator		0.5	0.5	0.5
129 Special Events Coordinator		1.5	1.5	1.5
129 Admin Information Specialist		1	1	1
124 Senior Center Coordinator		1	1	1
28 Trails Coordinator		1	1	1
26 Recreation Specialist		1	1	1
22 Maintenance Worker		0	1	1
Division Total	0	9	10	10

# City of Duluth Minnesota - 2014 Budget

## Special Projects

210

Special Revenue fund established to account for monies received as either donations or small grants which are to be expended for a specific purpose or project.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	359,474	457,699	625,237	625,237
REVENUES				
Intergovernmental	1,618,415	1,028,616	210,300	210,300
Miscellaneous	457,769	271,184	524,300	747,900
Transfers In	24,735			
TOTAL REVENUES	<u>2,100,919</u>	<u>1,299,800</u>	<u>734,600</u>	<u>958,200</u>
EXPENSES				
Personal Services	931,720	7,763	222,700	218,700
Personal Services - Police Extra Duty Pay			320,000	533,600
Other Services and Charges	255,987	204,600	94,900	115,700
Transfers Out	179,419	1,599		
Miscellaneous	214,503	345,808	97,000	90,200
Capital Equipment	421,065	572,492		
TOTAL EXPENSES	<u>2,002,694</u>	<u>1,132,262</u>	<u>734,600</u>	<u>958,200</u>
FUND BALANCE - DECEMBER 31	457,699	625,237	625,237	625,237

BUDGETED FTE'S	2011	2012	2013	2014
226 Firefighter			3	
Division Total	0	0	3	0

# City of Duluth Minnesota - 2014 Budget

## Police Special Grants

215

Special Revenue fund established to account for monies received as either donations or to be expended for a specific purpose or project.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	47,140	42,858	(8,660)	(8,660)
REVENUES				
Intergovernmental	1,268,580	1,856,433	1,223,100	741,100
Felony Forfeitures	114,103	20,142	130,000	130,000
TOTAL REVENUES	<u>1,382,683</u>	<u>1,876,575</u>	<u>1,353,100</u>	<u>871,100</u>
EXPENSES				
Other Services and Charges	334,990	262,074	355,900	188,400
Transfer to General Fund	822,448	752,494	748,200	471,700
Miscellaneous	229,527	138,568	212,400	193,500
Capital Equipment		774,957	36,600	17,500
TOTAL EXPENSES	<u>1,386,965</u>	<u>1,928,093</u>	<u>1,353,100</u>	<u>871,100</u>
FUND BALANCE - DECEMBER 31	42,858	(8,660)	(8,660)	(8,660)

# City of Duluth Minnesota - 2014 Budget

## Economic Development

255

Fund accounts for monies received from the U.S. Department of Housing and Urban Development Action Grant Program, and monies received for bond service fees from the issuance of Industrial Revenue Bonds. Such monies are to be used for the revitalization of the economy of the City of Duluth.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	55,944	(27,220)	(8,727)	1,273
REVENUES				
Intergovernmental Revenues	1,177,839	1,127,911	597,200	
Other Reimbursements	14,239	15,111		
Other Miscellaneous	16,584	16,919	27,100	17,900
TOTAL REVENUES	<u>1,208,662</u>	<u>1,159,941</u>	<u>624,300</u>	<u>17,900</u>
EXPENSES				
Economic Development	1,291,826	1,141,448	614,300	17,900
Transfer to Capital Projects Funds				
TOTAL EXPENSES	<u>1,291,826</u>	<u>1,141,448</u>	<u>614,300</u>	<u>17,900</u>
FUND BALANCE - DECEMBER 31	(27,220)	(8,727)	1,273	1,273

# City of Duluth Minnesota - 2014 Budget

## Community Investment Fund

256

Fund accounts for monies received from Fond du Luth Casino in accordance with existing agreements with the Fond du Lac Band of Lake Superior Chippewa. As required by ordinance, interest is transferred annually to the general fund, and expenditures require a super majority vote of the city council. Current policy is to pay off existing street improvement debt and finance the street improvement program.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	34,023,423	25,201,315	21,351,493	21,351,493
REVENUES				
Casino Proceeds/Misc				
Investment Earnings	1,241,805	217,051	105,000	145,000
TOTAL REVENUES	<u>1,241,805</u>	<u>217,051</u>	<u>105,000</u>	<u>145,000</u>
EXPENSES				
Administration - (annual)				
Legal Services	322,376	58,555		
Transfer to Capital Project	6,000,000	-		
Transfer to Debt Service	2,860,348	2,913,182		
Transfer to General Fund (annual)	881,189	1,095,136	105,000	145,000
TOTAL EXPENSES	<u>10,063,913</u>	<u>4,066,873</u>	<u>105,000</u>	<u>145,000</u>
FUND BALANCE - DECEMBER 31	25,201,315	21,351,493	21,351,493	21,351,493

# City of Duluth Minnesota - 2014 Budget

## Energy Management

257

Special Revenue fund established to receive rebate and grant funds and pay administrative costs associated with energy efficiency projects and management activities such as the Cities for Climate Protection (CCP) program. The City used this funding to create an Office of Environmental Sustainability, which is responsible for coordinating all aspects of sustainability, eco-development as well as the continuing on with the current responsibilities.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	286,839	242,803	289,461	281,461
REVENUES				
Intergovernmental Revenues	579,131	41,159		
Transfer From Enterprise Funds				26,200
Other Reimbursements	7,159	9,505		
From Public Utility	75,000	75,000	75,000	75,000
TOTAL REVENUES	<u>661,290</u>	<u>162,132</u>	<u>75,000</u>	<u>101,200</u>
EXPENSES				
Personal Services	80,847	80,691	83,000	85,000
Other Services & Charges	76,379	11,300		
Miscellaneous	500	23,483		
Capital Equipment	547,600			
TOTAL EXPENSES	<u>705,326</u>	<u>115,474</u>	<u>83,000</u>	<u>85,000</u>
FUND BALANCE - DECEMBER 31	242,803	289,461	281,461	297,661

BUDGETED FTE'S	2011	2012	2013	2014
33 Energy Coordinator	1	1	1	1

# City of Duluth Minnesota - 2014 Budget

## Home Program

260

Special Revenue fund established to account for monies received from the U.S. Department of Housing and Urban Development under the Home Investment Partnership (HOME) Program. costs include single family rehabilitation and administration of the program, as well as funds to affordable housing development by special community housing organizations (CHDO's). The budget figures reresent preliminary estimates only.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	0	(49,987)	(129,888)	(129,888)
REVENUES				
Home Grant	908,194	548,356	615,200	505,800
TOTAL REVENUES	<u>908,194</u>	<u>548,356</u>	<u>615,200</u>	<u>505,800</u>
EXPENSES				
Tenant Based Rental Assistance	107,801	109,533	85,900	85,000
CHDO Program	377,036	368,805	200,300	200,000
Home Ownership Program	415,511	111,217		
Rehabilitation			229,000	170,200
Administration	57,832	38,702	100,000	50,600
TOTAL EXPENSES	<u>958,181</u>	<u>628,257</u>	<u>615,200</u>	<u>505,800</u>
FUND BALANCE - DECEMBER 31	(49,987)	(129,888)	(129,888)	(129,888)

# City of Duluth Minnesota - 2014 Budget

## Community Development

262

Special Revenue fund established to account for monies received from the U.S. Department of Housing and Urban Development (HUD) as a grantee under the Community Development Program. These monies are to be expended for projects considered necessary for the renewal revitalization of targeted eligible neighborhoods and low and moderate income households. 2013 budget figures represent preliminary estimates only, awaiting the allocation of HUD funds.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	(41,366)	9,509	(211,882)	(211,882)
REVENUES				
State of Minnesota	783,929	646,432		
Community Development Block Grant	2,760,926	2,131,330	2,235,600	2,263,100
Emergency Shelter Grant	116,073	100,355	222,400	156,000
CDBG-R (ARRA)	25,340	80,182		
HPRP	560,417	37,004		
Neighborhood Stabilization	561,331	-	2,000	2,000
EPA Showcase Grant	36,232	218,957	166,700	130,400
Lead Remediation Grant	185,376	173,242	425,000	817,000
State Legacy Grant	225,000	168,525	178,000	
Miscellaneous reimbursements	9,983	-		
TOTAL REVENUES	<u>5,264,607</u>	<u>3,556,027</u>	<u>3,229,700</u>	<u>3,368,500</u>
EXPENSES				
Economic Development	424,229	320,992	336,800	339,500
Housing	2,494,324	2,150,999	1,400,900	1,676,700
Physical Improvements	517,807	409,424	514,800	452,600
Public Service Projects	1,121,159	353,239	336,700	339,500
Program Administration	656,213	542,764	640,500	560,200
TOTAL EXPENSES	<u>5,213,732</u>	<u>3,777,418</u>	<u>3,229,700</u>	<u>3,368,500</u>
FUND BALANCE - DECEMBER 31	9,509	(211,882)	(211,882)	(211,882)

# City of Duluth Minnesota - 2014 Budget

## Community Development Administration

265

Special Revenue fund established to account for the administrative costs associated with the Community Development Block Grant Program and other HUD Programs.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	0	0	0	0
<b>REVENUES</b>				
Community Development Block Grant	489,517	446,453	623,800	531,500
Home CDBG-R (ARRA)	41,709	25,517	57,200	50,600
HPRP	19,349	11,698		
Neighborhood Stabilization	17,293	1,933		
Lead Paint Abatement Grant	45,345	11,345	2,000	2,000
Emergency Shelter Grant	7,376	3,360	10,000	15,000
TOTAL REVENUES	<u>624,218</u>	<u>507,160</u>	<u>709,700</u>	<u>610,800</u>
<b>EXPENSES</b>				
Personal Services	550,454	448,218	604,000	502,100
OPEB	25,300	9,200	9,200	9,200
Other Services and Charges	48,464	49,742	96,500	99,500
TOTAL EXPENSES	<u>624,218</u>	<u>507,160</u>	<u>709,700</u>	<u>610,800</u>
FUND BALANCE - DECEMBER 31	0	0	0	0

BUDGETED FTE'S	2011	2012	2013	2014
1150 Director, Planning & Const Services			0.33	0.33
1085 Manager, CD/Housing	1	1	1	1
136 Senior Planner	2	2	2	2
133 Planner II	3	3	3	3
126 Information Technician	1	1	0.5	0.5
Division Total	7	7	6.83	6.83

# City of Duluth Minnesota - 2014 Budget

## Workforce Investment Act

268

Special Revenue fund which accounts for monies received through the Minnesota Department's of Economic Security and Trade, Economic Development, and Human Services to provide workforce development services for unemployed and underemployed persons. The 2013 budget figures represent preliminary estimates only and are subject to change as grants are appropriated by the State and Approved by the City Council.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	385,120	466,175	260,307	260,307
<b>REVENUES</b>				
Miscellaneous	5,730	6,699	5,000	5,000
Building Rent		95,413	216,000	216,000
MFIP	1,060,036	965,266	863,600	895,500
Federal Grant	984,461	821,392	1,568,200	576,200
State Grant	255,296	294,543	260,100	246,300
<b>TOTAL REVENUES</b>	<b>2,305,523</b>	<b>2,183,313</b>	<b>2,912,900</b>	<b>1,939,000</b>
<b>EXPENSES</b>				
Personal Services	1,580,521	1,667,328	2,538,400	1,200,000
OPEB	75,900	34,500	34,500	34,500
Other Services and Charges	568,047	687,353	340,000	704,500
<b>TOTAL EXPENSES</b>	<b>2,224,468</b>	<b>2,389,181</b>	<b>2,912,900</b>	<b>1,939,000</b>
FUND BALANCE - DECEMBER 31	466,175	260,307	260,307	260,307
<b>BUDGETED FTE'S</b>				
1085 Mgr, Employment & Training	1	1	1	1
134 Sr Comm Service Emp Dir	1	1	1	1
131 Employment Technician	18	18	18	18
126 Information Technician	2	2	2	2
<b>Division Total</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

# City of Duluth Minnesota - 2014 Budget

## Senior Programs

270

Special Revenue fund which accounts for monies received through the Minnesota Department of Economic Security and the National Council of Senior Citizens under Title V of the Older Americans Act to provide useful part-time employment for low-income elderly and to improve community services where needed.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	0	(72,080)	686	686
REVENUES				
Senior Employment Program - State	99,992	198,684	300,000	125,000
Senior Aides Program - Federal	308,693	283,431	125,000	300,000
TOTAL REVENUES	<u>408,685</u>	<u>482,115</u>	<u>425,000</u>	<u>425,000</u>
EXPENSES				
Personal Services	465,927	404,312	425,000	425,000
Other Services and Charges	14,837	5,037		
TOTAL EXPENSES	<u>480,765</u>	<u>409,349</u>	<u>425,000</u>	<u>425,000</u>
FUND BALANCE - DECEMBER 31	(72,080)	686	686	686

# City of Duluth Minnesota - 2014 Budget

## Other Post Employment Benefits - OPEB

280

To accumulate resources to be deposited into an irrevocable trust fund for retiree health care costs. This fund only budgets the accrued liability portion of the annual required contribution for Other Post Employment Benefits. The "normal Cost" portion of the annual required contribution is budgeted in the Medical Health Fund 630.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	25,690,642	28,819,295	31,743,134	32,900,034
REVENUES				
Investment Earnings	826,617	881,208	950,000	900,000
Change in Fair Value	125,286	2,501,714		2,000,000
Transfer from Special Revenue Funds (Grants)			43,700	43,700
Contributions- Employer	2,178,463	9,699,313	565,200	505,000
TOTAL REVENUES	3,130,366	13,082,235	1,558,900	3,448,700
EXPENSES				
Administrative Expenses	1,713	2,783	2,000	3,000
Benefits		9,655,613		
Other Expenses		500,000	400,000	
TOTAL EXPENSES	1,713	10,158,396	402,000	3,000
FUND BALANCE - DECEMBER 31	28,819,295	31,743,134	32,900,034	36,345,734

# City of Duluth Minnesota - 2014 Budget

## DECC Revenue Fund

281

Special revenue fund established to account for the new .75% food & beverage tax and DECC pledged lodging tax dedicated to its support and maintenance. Revenues in the fund will be used to pay debt service on the DECC expansion bonds.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	864,182	1,355,741	2,068,979	2,380,479
REVENUES				
Other Reimbursements	466,984			
Transfer from Special Revenue Funds	<u>1,454,200</u>	<u>2,714,258</u>	<u>2,640,300</u>	<u>2,858,600</u>
TOTAL REVENUES	1,921,184	2,714,258	2,640,300	2,858,600
EXPENSES				
Miscellaneous		252,075		
Transfer to Debt Service	<u>1,429,625</u>	<u>1,748,945</u>	<u>2,328,800</u>	<u>2,380,900</u>
TOTAL EXPENSES	1,429,625	2,001,020	2,328,800	2,380,900
FUND BALANCE - DECEMBER 31	1,355,741	2,068,979	2,380,479	2,858,179

# City of Duluth Minnesota - 2014 Budget

## Debt Service Funds

### Funds

GO Debt Service - Tax Levy  
 GO Debt Service - Other Sources  
 Special Assessment Debt  
 Street Improvement Debt  
 Transit Bond Fund

Debt Service Funds account for the accumulation of resources for, and the payment of long term principal, interest and related costs. The City is meeting all of its debt service policy statements as outlined in the budget summary in the Introduction Section of the document.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	19,144,190	17,274,179	15,673,111	17,377,411
REVENUES				
Taxes	5,406,309	6,514,783	7,161,500	6,291,900
Intergovernmental	11,298	3,402		
Special Assessments	1,735,627	1,601,910	1,441,500	1,264,300
Miscellaneous	326,457	277,044	241,700	239,700
Other Financing Sources	7,006,535	23,543,754	6,504,300	3,985,600
TOTAL REVENUES	14,486,226	31,940,893	15,349,000	11,781,500
EXPENSES				
Debt Service Payments	15,748,886	32,692,811	12,872,500	14,538,400
Miscellaneous	607,351	849,150	772,200	11,900
TOTAL EXPENSES	16,356,237	33,541,961	13,644,700	14,550,300
FUND BALANCE - DECEMBER 31	17,274,179	15,673,111	17,377,411	14,608,611

# City of Duluth Minnesota - 2014 Budget

## Debt Service Funds Narrative

### 2013 DEBT STATUS

The ratio of net direct bonded debt to assessed and market valuations, and the amount of bonded debt per capita are useful indicators of the City's debt position. Net direct bonded debt is considered to be tax supported, and is levied by taking the gross bonded debt of the City and subtracting allowable deductions for various revenue, tax increment, and special assessment issues. Estimated net direct bonded debt as of December 31, 2013 as it pertains to the City of Duluth is estimated as follows:

Total Gross Bonded Debt		\$156,427,000
Less:		
City Revenue Bonds	\$	415,000
City - general obligation bonds paid by parking revenues		11,520,000
City - general obligation bonds paid by other revenues		49,235,000
Tax Abatement Bonds		7,290,000
Utility bonds paid from Enterprise Funds		25,785,000
Special assessment bonds		20,901,294
Net Direct Bonded Debt		<u>\$41,280,706</u>

The City's debt is shown in the following table as a share of market value and per capita. The general obligation debt is limited by State Statute to 2.0 percent of market value.

<u>Year</u>	<u>Amount (in Thousands)</u>	<u>Percent of Market Value</u>	<u>Dollars Per Capita</u>
2014	\$41,281	0.8	\$479
2013	\$40,540	0.8	\$470
2012	\$41,874	0.7	\$485
2011	\$40,949	0.7	\$471
2010	\$41,410	0.7	\$476
2009	\$22,420	0.4	\$258
2008	\$28,986	0.5	\$333
2007	\$29,284	0.6	\$337
2006	\$26,802	0.6	\$308
2005	\$19,208	0.5	\$221
2004	\$21,365	0.6	\$245

## City of Duluth Minnesota - 2014 Budget

### Debt Service Funds Narrative

The following tables provide specific information relative to the 2013 status of the debt service funds of the City. The appropriation budgets of each specific debt fund follow this presentation.

<u>General Obligation Bonds:</u>	<u>Issue Date</u>	<u>Outstanding 12/31/2013</u>	<u>2014 Levy Requirements</u>
West Michigan St.	12/19/09	173,700	31,300
Aerial Lift Bridge	8/07/08	945,000	183,000
DEDA - Cirrus	4/20/07	0	14,000
Police Station	12/17/09	17,720,000	1,416,000
Lakewalk & Cross City Equipment	2013 12/17/09	1,800,000 1,065,000	211,000 556,200
Equipment	11/23/2010	1,395,000	478,100
Equipment	11/29/2011	2,510,000	658,000
Equipment	11/27/2012	3,275,000	720,100
Equipment	2013	3,952,000	838,500
Capital Improvement Projects	6/01/05	320,000	171,100
Capital Improvement Projects	9/07/06	335,000	119,000
Capital Improvement Projects	12/13/07	605,000	168,600
Capital Improvement Projects	12/07/08	960,000	216,500
Capital Improvement Projects	11/23/2010	1,790,000	255,400
Capital Improvement Projects	11/29/2011	1,715,000	221,400
Capital Improvement Projects	2013	1,875,000	219,800
TOTAL DEBT SERVICE			6,478,000
5% Additional required by law (1)			323,900
			<u>6,801,900</u>
Less: Cash Reserve			(510,000)
NET DEBT LEVY - Total required by taxation			<u>6,291,900</u>

- (1) State law requires the City set aside 5% of existing bond obligations to cover anticipated shortages from tax delinquency.

# City of Duluth Minnesota - 2014 Budget

## General Obligation Debt Fund - Tax Levy

310

This Debt Service Fund is for the payment of tax levy supported general obligation bonds issued by the City.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	4,023,707	4,964,098	5,855,638	6,553,138
REVENUES				
Current Property Taxes	5,294,720	6,383,295	7,161,500	6,291,900
Delinquent Property Taxes	109,564	130,643		
State Property Tax Aid	11,298	3,402		
Other Sources	321,824	273,799	238,800	238,800
Transfer from General Fund	250,000	-		
Transfer from Debt Service	-	151,383		
Transfer from Capital Project	4,167	27,421		
TOTAL REVENUES	5,991,573	6,969,943	7,400,300	6,530,700
EXPENSES				
Debt Service Payments:				
Bond Principal	3,063,095	4,014,052	4,568,300	4,873,100
Bond Interest	1,388,676	1,382,140	1,370,800	1,258,400
Other Expenditures:				
Transfer to SA Debt Service	182,091	-		
Transfer to Enterprise Fund	399,100	662,185	757,400	
Bond Fees	18,220	20,026	6,300	5,400
TOTAL EXPENSES	5,051,182	6,078,403	6,702,800	6,136,900
FUND BALANCE - DECEMBER 31	4,964,098	5,855,638	6,553,138	6,946,938

# City of Duluth Minnesota - 2014 Budget

## General Obligation Debt Fund - Other Sources

320

This debt service fund accounts for the payment of general obligation bonds issued by the City which are tax increment and revenue supported debt. Excluded from this fund are utility bonds and special assessment bonds.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	1,811,139	2,002,078	1,611,310	2,728,810
REVENUES				
Sale of Bonds	-	7,650,000		
Bond Premium	-	22,104		
Transfer from Special Revenue -				
Lake Superior Center	201,200	763,778		
DECC Expansion and Parking	720,400	1,455,040		
DECC Improvement	1,429,625	1,748,945	2,328,800	2,380,900
Spirit Mountain	-	201,546	500,000	500,000
Transfer from Capital Projects -				
DECC Improvement	854,105	4,704		
Transfer from Debt Service -				
Lakewalk Homes	41,775	46,964	40,000	
Funded by Others -				
Airport	-	621,981	923,300	624,400
Spirit Mountain	-	-	15,900	
Seaway Port - Airpark	83,876	86,781	84,400	87,000
Airport - Cirrus	378,948	383,651	388,400	393,300
TOTAL REVENUES	3,709,929	12,985,494	4,280,800	3,985,600
EXPENSES				
Bond Principal	1,380,000	3,545,000	795,000	1,635,000
Bond Interest	2,136,890	2,274,946	2,365,500	2,289,400
Bond Discount/Issuance	-	55,425		
Payment to Other Gov't Agency	-	7,490,075		
Fiscal Agents	2,100	10,816	2,800	2,500
TOTAL EXPENSES	3,518,990	13,376,262	3,163,300	3,926,900
FUND BALANCE - DECEMBER 31	2,002,078	1,611,310	2,728,810	2,787,510

# City of Duluth Minnesota - 2014 Budget

## Special Assessment Debt Service

325

This Debt Service Fund accounts for the accumulation of resources and the payment of principal, interest and related costs on special assessment bonds issued by the City.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	1,827,946	2,295,525	2,221,429	2,037,329
REVENUES				
Construction Assessments	1,064,353	1,017,865	909,900	807,500
Earnings on Investments	1,614	1,034	800	300
Transfer from Debt Service Funds	182,091	-		
TOTAL REVENUES	<u>1,248,058</u>	<u>1,018,899</u>	<u>910,700</u>	<u>807,800</u>
EXPENSES				
Bond Principal	576,905	890,948	916,700	956,900
Bond Interest	203,574	202,047	176,300	150,900
Fiscal Agents	-	-	1,800	1,400
TOTAL EXPENSES	<u>780,479</u>	<u>1,092,995</u>	<u>1,094,800</u>	<u>1,109,200</u>
FUND BALANCE - DECEMBER 31	2,295,525	2,221,429	2,037,329	1,735,929

# City of Duluth Minnesota - 2014 Budget

## Street Improvement Debt Service

330

This Debt Service Fund accounts for the accumulation of resources and the payment of principal, interest, and related costs on street improvement bonds issued by the City.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	11,251,070	7,861,940	5,984,734	6,058,134
REVENUES				
Construction Assessments	671,274	584,045	531,600	456,800
Earnings on Investments	3,019	2,211	2,100	600
Sale of Bonds	-	6,905,000		
Bond Premium	-	561,274		
Transfer from Special Revenue	2,860,348	2,913,182	2,223,500	
TOTAL REVENUES	<u>3,534,641</u>	<u>10,965,712</u>	<u>2,757,200</u>	<u>457,400</u>
EXPENSES				
Fiscal Agent Fees	4,025	4,740	3,900	2,600
Bond Principal	5,890,000	4,380,000	2,150,000	2,875,000
Bond Interest	1,029,746	1,007,169	529,900	499,700
Payment to Escrow	-	7,363,043		
Bond Discount/Issuance	-	87,966		
TOTAL EXPENSES	<u>6,923,771</u>	<u>12,842,918</u>	<u>2,683,800</u>	<u>3,377,300</u>
FUND BALANCE - DECEMBER 31	7,861,940	5,984,734	6,058,134	3,138,234

# City of Duluth Minnesota - 2014 Budget

## Transit Bond

345

This Debt Service Fund is for the payment of interest payments and principal payments for bonds issued by the City for the Duluth Transit System.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	230,328	150,538		
REVENUES				
Current Property Taxes	2,025	845		
TOTAL REVENUES	<u>2,025</u>	<u>845</u>		
EXPENSES				
Bond Redemption	80,000			
Transfer to GO Debt Service	1,815	151,383		
TOTAL EXPENSES	<u>81,815</u>	<u>151,383</u>		
FUND BALANCE - DECEMBER 31	150,538	0		

# City of Duluth Minnesota - 2014 Budget

## Capital Projects Funds

### Funds

Special Assessment Capital  
 Permanent Improvements  
 Street Improvement Program

Capital Projects funds account for financial resources to be used for acquisition, construction or improvements of capital facilities other than those financed by enterprise funds.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	2,375,064	5,529,198	2,044,558	228,258
REVENUES				
Taxes	390,830	148,466	207,500	280,000
Intergovernmental	10,494,297	4,186,823	5,578,000	5,890,000
Miscellaneous	735,950	868,313	378,700	407,100
Other Financing Sources	6,036,165	29,250	3,240,000	1,454,500
TOTAL REVENUES	<u>17,657,242</u>	<u>5,232,852</u>	<u>9,404,200</u>	<u>8,031,600</u>
EXPENSES				
Current	33,460	-	-	-
Capital Outlay	14,469,648	8,717,492	11,220,500	8,034,500
TOTAL EXPENSES	<u>14,503,108</u>	<u>8,717,492</u>	<u>11,220,500</u>	<u>8,034,500</u>
FUND BALANCE - DECEMBER 31	5,529,198	2,044,558	228,258	225,358

# City of Duluth Minnesota - 2014 Budget

## Special Assessment Capital Project

410

Capital Project fund established to account for improvements which are financed by special assessments. The 2013 budget figures represent preliminary estimates only.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	27,486	23,719	32,102	30,802
REVENUES				
Assessment Collections	9,340	8,365	8,700	7,100
Earnings on Investments	15	18		
Transfer from Debt Service	6,380	-		
TOTAL REVENUES	<u>15,735</u>	<u>8,383</u>	<u>8,700</u>	<u>7,100</u>
EXPENSES				
Improvements Other Than Buildings	19,502	-	10,000	10,000
TOTAL EXPENSES	<u>19,502</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>
FUND BALANCE - DECEMBER 31	23,719	32,102	30,802	27,902

# City of Duluth Minnesota - 2014 Budget

## Permanent Improvement

411

Minnesota State Laws 1971, Chapter 824 - Authorizing the City to levy an amount not to exceed .04836 percent of the tax capacity of the City to pay the cost of local improvements which will not sustain a special assessment.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	1,463,537	3,107,938	369,110	193,110
REVENUES				
Current Property Taxes	381,812	138,344	207,500	280,000
Delinquent Property Taxes	9,018	10,122		
Miscellaneous Federal Grants	3,137,267	497,911	1,400,000	2,390,000
State of Minnesota	2,576,527	626,798		
State Property Tax Aid	808	73		
Municipal State Aid	4,779,695	3,062,041	4,178,000	3,500,000
Other Share of Improvements		1,750		
Public Utility Funds			1,215,000	1,454,500
TOTAL REVENUES	<u>10,885,127</u>	<u>4,337,039</u>	<u>7,000,500</u>	<u>7,624,500</u>
EXPENSES				
Buildings and Structures				
Improvements Other Than				
Buildings	9,214,886	7,067,444	7,116,500	7,594,500
Transfer to General Fund	19,460	8,423	60,000	30,000
Transfer to Special Assessment	6,380			
TOTAL EXPENSES	<u>9,240,726</u>	<u>7,075,867</u>	<u>7,176,500</u>	<u>7,624,500</u>
FUND BALANCE - DECEMBER 31	3,107,938	369,110	193,110	193,110

# City of Duluth Minnesota - 2014 Budget

## Street Improvement Program

440

Capital Project Fund established to account for improvements to be made as part of the City's Street Improvement Program.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	884,041	2,397,541	1,643,346	4,346
REVENUES				
Public Utility			2,025,000	
Investment Earnings	34,290	885		
Transfer from Special Revenue	6,029,785	29,250		
Assessment Collections	692,305	857,295	370,000	400,000
TOTAL REVENUES	<u>6,756,380</u>	<u>887,430</u>	<u>2,395,000</u>	<u>400,000</u>
EXPENSES				
Improvements Other than Buildings	5,209,420	1,641,625	4,034,000	400,000
Transfer to General Fund	33,460	-		
TOTAL EXPENSES	<u>5,242,880</u>	<u>1,641,625</u>	<u>4,034,000</u>	<u>400,000</u>
FUND BALANCE - DECEMBER 31	2,397,541	1,643,346	4,346	4,346

# City of Duluth Minnesota - 2014 Budget

## Golf Fund

503

The Golf Fund is a self supporting enterprise fund which accounts for the operation of Enger Park and Lester Park, the City's two municipal 27 hole golf courses. The major source of revenue is user fees through daily admissions, season passes, and concession sales.

Estimated Revenues/Expenses	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Operating	1,860,077	1,926,394	2,013,000	2,015,000
Non-Operating	(29,065)	540	-	-
	<u>1,831,012</u>	<u>1,926,934</u>	<u>2,013,000</u>	<u>2,015,000</u>
<b>EXPENSES</b>				
Personal Services	102	86		
Supplies	68,996	72,433	60,000	65,000
Other Services and Charges	1,366,474	1,536,615	1,445,600	1,443,700
Utilities	47,294	40,130	41,500	38,500
Depreciation and Amortization	217,224	223,935	211,000	219,000
Cost of Sales	301,190	298,249	310,000	307,500
Debt Service - Interest	25,802	21,111	8,150	4,200
	<u>2,027,082</u>	<u>2,192,559</u>	<u>2,076,250</u>	<u>2,077,900</u>
<b>ESTIMATED OPERATING INCOME / (LOSS)</b>	(196,070)	(265,625)	(63,250)	(62,900)

## City of Duluth Minnesota - 2014 Budget

### Golf Fund Estimated Budgetary Cash Balance

<u>OPERATING FUND</u>	2013 Budget	2014 Proposed
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH	(1,249,116)	(1,101,366)
Estimated Net Income (Loss)	(63,250)	(62,900)
<u>Other Sources</u>		
Depreciation	<u>211,000</u>	<u>219,000</u>
Total Other Sources	<u>147,750</u>	<u>156,100</u>
<u>Other Uses</u>		
Capital Lease Payments	(110,718)	(115,538)
Bond Principal Payments	<u>-</u>	<u>-</u>
Total Other Uses	<u>(110,718)</u>	<u>(115,538)</u>
<b>ESTIMATED BUDGETARY YEAR END CASH BALANCE</b>	<b><u><u>(1,212,084)</u></u></b>	<b><u><u>(1,060,804)</u></u></b>

# City of Duluth Minnesota - 2014 Budget

## Lester Golf Course

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4440 Daily Admission	251,828	255,891	275,000	275,000
4441 Unlimited Season - Golf	50,700	46,200	205,000	205,000
4441 Family Season	34,060	29,050		
4441 Restricted Season	67,050	72,850		
4441 Junior Unlimited	16,847	15,077		
4441 College Season	19,285	13,953		
4441 Patron Card	14,060	17,020		
4442 Motor Cart	131,121	145,199	140,000	150,000
4443 Driving Range Fees	25,797	25,159	28,000	26,000
4443 Other Rentals	5,604	9,298	4,500	9,500
4627 Concessions & Commissions	233,124	239,527	250,000	245,000
TOTAL OPERATING REVENUES	849,476	869,224	902,500	910,500
NON-OPERATING REVENUES				
4601 Earnings on Investments	9	3		
4639 Loss on Sale of Equipment	(17,132)	-		
4644 Misc Fees, Sales & Service	-	267		
TOTAL NON-OPERATING REVENUES	(17,123)	270	-	-
TOTAL REVENUE - LESTER	832,353	869,494	902,500	910,500

# City of Duluth Minnesota - 2014 Budget

## Enger Golf Course

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4440 Daily Admission	307,380	312,083	345,000	345,000
4441 Unlimited Season - Golf	70,200	86,460	265,000	255,000
4441 Family Season	32,180	27,450		
4441 Restricted Season	77,875	75,193		
4441 Junior Unlimited	17,025	16,325		
4441 College Season	23,495	22,493		
4441 Patron Card	16,650	24,596		
4442 Motor Cart	166,681	176,150	175,000	180,000
4443 Driving Range Fees	39,550	44,533	46,000	45,000
4443 Other Rentals	5,596	4,450	4,500	4,500
4622 Rent of Buildings	1,565	-		
4627 Concessions & Commissions	252,404	267,437	275,000	275,000
TOTAL OPERATING REVENUES	1,010,601	1,057,170	1,110,500	1,104,500
NON-OPERATING REVENUES				
4601 Earnings on Investments	9	3		
4639 Loss on Sale of Equipment	(11,951)	-		
4644 Misc. Fees, Sales & Services, Donator	-	267		
TOTAL NON-OPERATING REVENUES	(11,942)	270	-	-
TOTAL REVENUE - ENGER	998,659	1,057,440	1,110,500	1,104,500

# City of Duluth Minnesota - 2014 Budget

## Lester Golf Course

Operating Expense Detail		2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OTHER EXPENDITURES					
5133	Life Insurance	51	43		
5212	Motor Fuels	31,446	36,701	27,500	30,000
5285	Food & Beverage for Resale	60,652	65,777	65,000	65,000
5286	Golf Merchandise for Resale	93,135	97,308	95,000	95,000
5310	Contract Services	577,963	703,829	640,000	640,000
5321	Telephone	876	869	800	900
5381	Electricity	10,875	11,397	10,500	11,000
5384	Refuse Disposal	2,687	-	2,500	
5385	Oil	8,473	7,498	6,000	7,500
5415	Equipment Rental	35,851	35,562	35,600	35,600
5420	Depreciation	99,540	103,855	100,000	104,000
5427	Credit Card Commissions	9,413	8,992	10,000	9,500
5441	Other Services & Charges	(982)	1,046	1,500	1,500
5493	Cost Allocation Charges	33,400	33,400	33,400	33,400
5611	Bond Interest	5,097	2,525		
5614	Capital Lease Interest	7,492	7,709	3,900	2,000
5622	Bond Cost Amortization	2,925	2,682		
TOTAL		978,894	1,119,193	1,031,700	1,035,400
TOTAL - LESTER		978,894	1,119,193	1,031,700	1,035,400

# City of Duluth Minnesota - 2014 Budget

## Enger Golf Course

Operating Expense Detail		2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OTHER EXPENDITURES					
5133	Life Insurance	51	43		
5212	Motor Fuels	37,550	35,732	32,500	35,000
5284	Liquor Purchases	12,317	8,543	15,000	12,500
5285	Food & Beverage for Resale	81,728	77,570	85,000	85,000
5286	Golf Merchandise for Resale	53,358	49,051	50,000	50,000
5310	Contract Services	629,650	669,516	640,000	640,000
5321	Telephone	876	869	800	800
5381	Electricity	20,916	21,235	20,000	20,000
5384	Refuse Disposal	3,351	-	2,500	
5385	Oil	992	-		
5415	Equipment Rental	35,851	35,562	35,600	35,600
5420	Depreciation	111,834	114,716	111,000	115,000
5427	Credit Card Commissions	11,510	10,385	12,500	11,000
5441	Other Services & Charges	(1,334)	3,185	2,000	2,000
5493	Cost Allocation Charges	33,400	33,400	33,400	33,400
5611	Bond Interest	5,097	2,526		
5614	Capital Lease Interest	8,116	8,351	4,250	2,200
5622	Bond Cost Amortization	2,925	2,682		
	TOTAL	<u>1,048,188</u>	<u>1,073,366</u>	<u>1,044,550</u>	<u>1,042,500</u>
	TOTAL - ENGER	1,048,188	1,073,366	1,044,550	1,042,500

# City of Duluth Minnesota - 2014 Budget

## Parking Fund

505

The Parking Fund accounts for all revenues and expenses related to the operation and maintenance of city owned parking ramps and parking lots, as well as parking meters - both on and off-street.

This enterprise fund was created in 2010 by moving the related expenses and revenues from the city's general fund, and includes the required transfers in from debt service and DEDA.

Estimated Income and Expense	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUES</b>				
Operating Revenue	2,567,129	2,660,839	2,810,800	3,259,400
Non-Operating	869,364	1,697,062	2,265,600	1,601,000
	<u>3,436,493</u>	<u>4,357,901</u>	<u>5,076,400</u>	<u>4,860,400</u>
<b>EXPENSES</b>				
Personal Services	161,557	502,396	504,300	517,800
Supplies	74,047	61,582	119,300	127,000
Other Services and Charges	276,616	644,336	861,900	1,117,700
Utilities	155,603	149,575	165,100	165,100
Depreciation and Amortization	512,035	499,808	500,300	534,600
Improvements - Non-Capital	115,540	493,311	135,200	411,700
Debt Service - Interest	637,165	573,113	560,500	261,800
Transfers Out	1,452,200	1,323,052	1,952,700	1,326,700
	<u>3,384,763</u>	<u>4,247,173</u>	<u>4,799,300</u>	<u>4,462,400</u>
<b>ESTIMATED OPERATING INCOME (LOSS)</b>	51,730	110,728	277,100	398,000

BUDGETED FTE'S	2011	2012	2013	2014
1100 Parking Manager			1	1
121 Clerical Support Technician			1	1
24 Parking Ramp Leadworker	1	1	1	1
18 Parking Monitors			5	5
22 Maintenance Worker		1	0	0
15 Parking Ramp Attendant	3	1	0	0
Division Total	4	3	8	8

# City of Duluth Minnesota - 2014 Budget

## Parking Fund Estimated Budgetary Cash Balance

<u>OPERATING FUND</u>	<b>2013 Projected</b>	<b>2014 Proposed</b>
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH	3,830,698	3,748,098
Estimated Operating Income (Loss)	277,100	398,000
<u>Other Sources</u>		
Depreciation	483,400	518,200
Bond Amortization	<u>16,900</u>	<u>16,400</u>
Total Other Sources	500,300	534,600
<u>Other Uses</u>		
Bond Principal Payments	<u>860,000</u>	<u>1,045,000</u>
Total Other Uses	860,000	1,045,000
<b>ESTIMATED BUDGETARY YEAR END CASH BALANCE</b>	<b><u><u>3,748,098</u></u></b>	<b><u><u>3,635,698</u></u></b>

# City of Duluth Minnesota - 2014 Budget

## Parking Fund

505

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4371 Parking Meter Revenues	796,839	822,811	881,900	1,100,000
4373 Transient Parking	889,707	940,570	1,016,900	998,500
4374 Contract Parking	880,583	897,458	912,000	1,160,900
TOTAL OPERATING REVENUE	2,567,129	2,660,839	2,810,800	3,259,400
NON-OPERATING REVENUES:				
4472 Administrative Parking Fines	-	523,289	1,025,000	1,102,200
4601 Earnings on Investments	680	31,053		
4730 Transfer from Capital Projects	-			
4730 Transfer in from DEDA	469,584	480,535	483,200	498,800
4730 Transfer in from Debt Service	399,100	662,185	757,400	
TOTAL NON-OPERATING REVENUES	869,364	1,697,062	2,265,600	1,601,000
TOTAL REVENUE	3,436,493	4,357,901	5,076,400	4,860,400

# City of Duluth Minnesota - 2014 Budget

## Parking Administration

505-015-1479

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES				
5100 Permanent Employees - Regular		131,970	125,200	134,300
5101 Permanent Employees - Overtime		412	-	-
5103 Temporary Employees - Regular		12,738	-	-
TOTAL		<u>145,120</u>	<u>125,200</u>	<u>134,300</u>
EMPLOYEE BENEFITS				
5121 P.E.R.A.		8,325	8,900	9,500
5122 F.I.C.A. Social Security		8,735	7,800	8,300
5123 F.I.C.A. Medicare		2,043	1,800	1,900
5125 Dental Insurance		768	800	800
5126 Life Insurance		420	400	400
5127 Health Care Savings Plan		1,075	1,200	1,300
5130 Cafeteria Plan Benefits		22,404	25,700	27,600
TOTAL		<u>43,770</u>	<u>46,600</u>	<u>49,800</u>
OPERATING EXPENSES				
5219 Other Miscellaneous Supplies		376	2,000	2,000
5307 Admin/Management Fees		-	39,400	39,300
5321 Phone Service		120	700	700
5335 Mileage Reimbursement		57	400	900
5441 Other Services and Charges		41	7,000	9,000
TOTAL		<u>594</u>	<u>49,500</u>	<u>51,900</u>
2512 TOTAL - ADMINISTRATION		189,484	221,300	236,000

# City of Duluth Minnesota - 2013 Budget

## Technology Center Parking Ramp

505-015-1480-2510

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	57,914	1,854		
5101 Permanent Employees - Overtime	1,332	-		
5103 Temporary Employees - Regular	3,996	-		
TOTAL	<u>63,242</u>	<u>1,854</u>		
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	3,923	-		
5122 F.I.C.A. Social Security	3,847	(252)		
5123 F.I.C.A. Medicare	900	(59)		
5124 Health Insurance	8,552	-		
5125 Dental Insurance	544	-		
5126 Life Insurance	270	60		
5127 Health Care Savings Plan	483	-		
5130 Cafeteria Plan Benefits	-	2,049		
5141 Unemployment Compensation	1,276	-		
TOTAL	<u>19,795</u>	<u>1,798</u>		
<b>OPERATING EXPENSES</b>				
5219 Other Miscellaneous Supplies	9,646	223	-	-
5220 Repair & Maintenance Supplies	3,689	190	-	-
5310 Contract Services	-	105,807	150,200	225,000
5319 Other Professional Service	661	208	-	-
5320 Data Services	900	375	-	-
5321 Phone Service	352	290	-	-
5335 Mileage Reimbursement	223	68	-	-
5381 Electricity	45,680	44,066	50,000	50,000
5382 Water, Gas & Sewer	2,781	2,355	2,000	2,000
5384 Refuse Disposal	864	585	100	100
5386 Steam	10,328	8,618	8,000	8,000
5404 Equipment Maintenance/Repair	3,138	-	1,100	1,100
5405 Parking Lot Maintenance	2,062	1,627	75,200	101,700
5420 Depreciation	171,629	173,257	173,300	206,700
5427 Credit Card commissions	3,155	1,302	-	-
5441 Other Services and Charges	11,942	2,039	-	-
5450 Laundry	2,128	2,030	-	-
5493 Cost Allocation	4,700	4,700	4,700	4,700
5580 Capital Equipment	-	-	175,000	-
5601 Bond Principal	-	-	-	-
5611 Bond Interest	42,542	36,609	21,300	9,600
5613 Interest From Bond Discount	-	(4,543)	-	-
5620 Fiscal Agents Fees	249	263	-	-
5622 Bond Amortization	8,414	8,444	8,400	8,400
TOTAL	<u>325,083</u>	<u>388,513</u>	<u>669,300</u>	<u>617,300</u>
2510 TOTAL - TECHNOLOGY CENTER RAMP	408,120	392,165	669,300	617,300

# City of Duluth Minnesota - 2014 Budget

## East Superior Street Parking Ramp

505-015-1480-2511

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING EXPENSES				
5220 Repair & Maintenance Supplies	38,420	28,248	-	-
5310 Admin Management Fees	200,417	208,177	228,900	290,800
5381 Electricity	16,028	12,872	15,000	15,000
5382 Water, Gas & Sewer	1,933	2,233	2,000	2,000
5405 Parking Lot Maintenance	5,416	45,931	10,000	260,000
5420 Depreciation	39,766	39,766	39,800	39,800
5441 Other Services and Charges	100	1,254	-	-
5493 Cost Allocation	4,700	4,700	4,700	4,700
5601 Bond Principal	-	-	-	-
5611 Bond Interest	3,619	3,014	1,700	800
5620 Fiscal Agent Fees	-	175	-	-
5622 Bond Amortization	662	665	700	700
5730 Transfer to General Fund	303,300	335,184	308,700	-
TOTAL	<u>614,361</u>	<u>682,219</u>	<u>611,500</u>	<u>613,800</u>
2511 TOTAL - E SUPERIOR ST PARKING RAMP	614,361	682,219	611,500	613,800

# City of Duluth Minnesota - 2014 Budget

## Medical District Parking Ramp

505-015-1480-2512

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	57,912	1,854		
5101 Permanent Employees - Overtime	1,332	-		
5103 Temporary Employees - Regular	-	-		
TOTAL	<u>59,244</u>	<u>1,854</u>		
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	3,714	-		
5122 F.I.C.A. Social Security	3,599	(252)		
5123 F.I.C.A. Medicare	841	(59)		
5124 Health Insurance	8,551	-		
5125 Dental Insurance	544	-		
5126 Life Insurance	270	60		
5127 Health Care Savings Plan	482	-		
5130 Cafeteria Plan Benefits	-	2,049		
5141 Unemployment Compensation	1,276	-		
TOTAL	<u>19,277</u>	<u>1,798</u>		
<b>OPERATING EXPENSES</b>				
5219 Other Miscellaneous Supplies	7,045	188	-	-
5310 Contract Services	-	97,355	155,000	211,300
5319 Other Professional Service	234	208	-	-
5320 Data Services	900	375	-	-
5335 Mileage Reimbursement	235	71	-	-
5381 Electricity	46,373	51,135	45,000	45,000
5382 Water, Gas & Sewer	23,087	21,060	35,000	35,000
5404 Equipment Maintenance/Repair	2,803	100	2,000	2,000
5405 Parking Lot Maintenance	6,207	2,086	25,000	25,000
5420 Depreciation	227,016	227,016	227,000	227,000
5427 Credit Card commissions	2,580	1,102	-	-
5441 Other Services and Charges	10,761	5,170	-	-
5481 Property Taxes	3,323	3,699	3,500	3,500
5493 Cost Allocation	4,700	4,700	4,700	4,700
5601 Bond Principal	-	-	-	-
5611 Bond Interest	591,103	533,314	537,500	251,400
5613 Interest From Bond Discount	-	4,719	-	-
5620 Fiscal Agents Fees	350	903	400	-
5622 Bond Amortization	7,815	683	7,800	7,300
5730 Transfer to General Fund	292,926	408,382	262,200	-
TOTAL	<u>1,227,458</u>	<u>1,362,266</u>	<u>1,305,100</u>	<u>812,200</u>
2512 TOTAL - MEDICAL DISTRICT PARKING RAMP	1,305,979	1,365,918	1,305,100	812,200

# City of Duluth Minnesota - 2014 Budget

## Library and Coney Island Parking Ramps

505-015-1480-2513

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING EXPENSES				
5310 Contract Services	-	38,556	84,800	137,600
5381 Electricity	8,529	7,236	8,000	8,000
5405 Parking Lot Maintenance	101,855	443,667	25,000	25,000
5420 Depreciation	32,161	32,161	32,200	32,200
5493 Cost Allocation	4,600	4,600	4,600	4,600
5730 Transfer to General Fund	-	-	42,400	-
TOTAL	147,145	526,220	197,000	207,400
2513 TOTAL - LIBRARY & CONEY ISLAND PARKING RAMPS	147,145	526,220	197,000	207,400

# City of Duluth Minnesota - 2014 Budget

## Parking Meters and Enforcement

505-015-1481

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES				
5100 Permanent Employees - Regular		207,977	216,100	221,000
5101 Permanent Employees - Overtime		-	-	-
5103 Temporary Employees - Regular		-	-	-
TOTAL		<u>207,977</u>	<u>216,100</u>	<u>221,000</u>
EMPLOYEE BENEFITS				
5121 P.E.R.A.		13,669	15,000	15,000
5122 F.I.C.A. Social Security		12,783	13,400	13,700
5123 F.I.C.A. Medicare		2,989	3,100	3,200
5125 Dental Insurance		2,204	2,300	2,300
5126 Life Insurance		1,031	1,100	1,100
5127 Health Care Savings Plan		1,811	4,300	8,000
5130 Cafeteria Plan Benefits		63,411	77,200	69,400
5141 Unemployment Compensation		327	-	-
TOTAL		<u>98,225</u>	<u>116,400</u>	<u>112,700</u>
OPERATING EXPENSES				
5212 Motor Fuels	-	1,271	7,000	10,000
5218 Uniforms	-	-	4,500	5,000
5219 Other Miscellaneous Supplies	6,254	6,717	800	5,000
5241 Small Equipment	8,994	24,369	105,000	105,000
5306 Collection Services	-	13,334	-	-
5310 Contract Services	-	126,071	150,000	150,000
5409 Fleet Service Charges	1,151	1,890	4,000	12,000
5420 Depreciation	24,572	17,816	11,100	12,500
5427 Credit Card Commissions	926	2,220	-	-
5441 Other Services and Charges	6,687	7,245	11,200	11,200
5493 Cost Allocation	4,600	4,600	4,600	4,600
5580 Capital Equipment	-	-	35,000	-
5730 Transfer to General Fund	933,587	579,486	1,339,400	1,326,700
TOTAL	<u>986,771</u>	<u>785,019</u>	<u>1,672,600</u>	<u>1,642,000</u>
2512 TOTAL - METERS & ENFORCEMENT	986,771	1,091,221	2,005,100	1,975,700

# City of Duluth Minnesota - 2014 Budget

## Divisions

Director's Office  
 Capital  
 General Expense  
 Engineering  
 Customer Services  
 Utility Operations  
 Water Treatment/Pumping  
 Natural Gas  
 Wastewater Treatment  
 Inflow & Infiltration

## **Public Works & Utilities - Utilities**

The Department of Public Works - Utilities represents four municipally owned utilities budgeted as the Water Fund, Gas Fund, Sewer Fund, and Stormwater Fund. The Public Works operation is presented in the General Fund.

## **Mission and Core Services**

To provide water, gas, sewer, and stormwater services to customers at the lowest possible cost consistent with maintaining the department as a continuing, self-sustaining operation.

	2011	2012	2013	2014	Difference
Budgeted FTE's	190.75	196.15	199.15	198.45	(0.70)
Expenditures	2011 Actual	2012 Actual	2013 Budget	2014 Proposed	Difference
Salaries and Benefits	16,561,084	18,127,206	18,648,500	18,857,800	209,300
Supplies	27,739,177	22,245,001	23,953,900	25,733,800	1,779,900
Other Services & Charges	18,213,361	16,110,918	16,891,600	16,821,500	(70,100)
Utilities	1,356,774	1,442,314	1,476,200	1,496,000	19,800
Depreciation/Amortization	4,443,103	4,672,743	5,416,900	5,627,500	210,600
Grants & Awards	1,819,772	2,499,994	2,080,000	2,048,000	(32,000)
Improvements -Non-Capital	410,424	109,704	404,900	627,500	222,600
Debt Service - Interest	1,078,263	1,052,372	1,120,300	963,600	(156,700)
Debt Service - Other	23,944	33,059	33,500	42,500	9,000
Capital Lease Interest	318,019	298,367	278,000	256,700	(21,300)
Total Operating	71,963,921	66,591,678	70,303,800	72,474,900	2,171,100
Non-Operating	24,876,772	11,564,867	11,703,100	9,825,000	(1,878,100)
Total Appropriation Budget	<b>96,840,693</b>	<b>78,156,545</b>	<b>82,006,900</b>	<b>82,299,900</b>	<b>293,000</b>

# City of Duluth Minnesota - 2014 Budget

## Utilities - Personnel Summary

		2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 PROPOSED
1165	Director of Public Works & Utilities	0.80	0.80	0.80	0.80
1140	City Engineer	0.60	0.60	0.60	0.60
1130	Chief Engineer - Utilities	1.00	1.00	1.00	1.00
1115-1130	Manager, Customer Service	1.00	1.00	1.00	1.00
1115-1130	Manager, Utility Operations	1.00	1.00	1.00	1.00
1115-1130	Operations Mgr, W&G Supply	1.00	1.00	1.00	-
1080-1095	Utility Operations Supervisor	3.00	3.00	3.00	3.00
1045-1055	Customer Relations Supervisor	1.00	1.00	1.00	1.00
1090	Measurement Services Supervisor	1.00	1.00	1.00	1.00
1075	Chief Gas Controller	1.00	1.00	1.00	2.00
1075	Water Plant Supervisor	1.00	1.00	1.00	1.00
137	Applications Administrator	-	-	-	1.00
133-136	Geographic Systems Tech	-	-	-	-
136	Financial Analyst	-	-	1.00	1.00
135	Safety & Training Specialist	0.75	0.75	0.75	-
133	Safety & Training Coordinator	-	-	-	1.00
132	Utility Accounts Receivable Specialist	3.00	3.00	3.00	3.00
131	Paralegal	1.00	1.00	1.00	1.00
129	Administrative Information Specialist	1.40	1.40	1.40	2.00
126	Information Technician	15.60	16.60	16.60	16.50
121	Clerical Support Technician	3.00	2.00	2.00	1.00
121	Janitor	-	2.00	2.00	2.00
39	Senior Project Engineer	-	-	-	2.00
36	Project Engineer	4.00	5.00	5.00	2.00
34	Chief Water Plant Operator	1.00	-	-	-
34	Senior Engineering Specialist	-	0.80	0.80	0.80
33	Program Coordinator	-	-	-	3.00
32	Corrosion Technician	1.00	1.00	2.00	2.00
32	Gas & Energy Coordinator	1.00	1.00	1.00	1.00
32	Project Coordinator	3.80	2.80	2.80	0.80
32	FOG Project Coordinator	-	-	1.00	1.00
32	Senior Water Plant Operator	-	-	-	-
32	Utility Operations Leadworker	7.00	7.00	7.00	7.00
32	W & G Service Leadworker	2.00	2.00	2.00	2.00
32	Water Lab Chemist	1.00	1.00	1.00	1.00

# City of Duluth Minnesota - 2014 Budget

## Utilities - Personnel Summary - continued

	2011 BUDGET	2012 BUDGET	2013 BUDGET	2014 PROPOSED
31 Master Electrician	-	1.00	1.00	1.00
31 Pipeline Welder	3.00	3.00	3.00	3.00
31 Senior Engineering Technician	14.80	12.20	12.20	11.45
31 Water Plant Operator A	4.00	5.00	5.00	5.00
31 Water Quality Specialist	7.00	6.00	5.00	4.00
30 Appliance Mechanic Apprentice	-	-	-	3.00
30 Appliance Mechanic Journeyman	15.00	15.00	15.00	10.00
30 Instrument Technician	-	-	-	1.00
30 Senior Gas Control Operator	1.00	1.00	1.00	-
30 Warehouse Specialist	2.00	3.00	3.00	3.00
29 Gas Fitter	2.00	2.00	2.00	2.00
29 Lift Station Operator	2.00	2.00	2.00	2.00
29 Meter Mechanic	1.00	1.00	1.00	1.00
29 Painter	2.00	2.00	2.00	2.00
29 Regulator Mechanic	2.00	3.00	3.00	2.00
29 Water Conveyance Technician	-	-	-	2.00
28 Collection System Maintenance Worker	8.00	9.00	9.00	5.00
28 EAM Coordinator	1.00	1.00	1.00	1.00
28 Engineering Technician	-	2.20	3.20	6.50
28 Gas Control Operator II	1.00	1.00	1.00	-
28 Utility Operator	17.00	17.00	17.00	24.00
28 Utility Operator Apprentice	14.00	12.00	12.00	6.00
28 Utility Service Journeyman	11.00	11.00	11.00	6.00
28 Utility Serviceperson	-	-	-	8.00
28 W & G Maintenance Journey Person	5.00	6.00	6.00	2.00
28 Water Plant Operator B	-	-	-	1.00
27 Water Lab Technician	1.00	1.00	1.00	1.00
26 Gas Control Operator I	1.00	1.00	1.00	-
26 Utility Service Dispatcher	6.00	6.00	5.00	5.00
26 Water Plant Operator C	1.00	-	-	-
24 Water Plant Operator D	-	1.00	2.00	1.00
23 Utility Maintenance Worker	8.00	9.00	9.00	14.00
22 Meter Reader	3.00	3.00	3.00	2.00
DEPARTMENT TOTAL	190.75	196.15	199.15	198.45

# City of Duluth Minnesota - 2014 Budget

## Water Fund

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The Water Fund is a self-supporting enterprise fund which accounts for the collection, treatment, and distribution of water to the citizens of Duluth. The major funding source for this fund is metered water sales, representing 98% of total revenues for 2014. Significant categories of expense include: personnel and benefits at 49% of the 2014 total; and the combined categories of Supplies, Utilities, and Other Services and Charges representing 31% of the 2014 proposed expenses.

Presented below is a tabular summary of the major categories of revenues and expenses by function over a four year period.

Estimated Income and Expense	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Operating	11,743,509	13,911,617	14,779,100	14,896,500
Non-Operating	11,379	58,461	63,300	50,400
	<u>11,754,888</u>	<u>13,970,078</u>	<u>14,842,400</u>	<u>14,946,900</u>
<b>EXPENSES</b>				
Personal Services	5,251,569	5,442,646	5,656,400	5,807,200
Supplies	1,220,447	1,156,032	1,225,400	1,305,600
Other Services & Charges	1,475,062	1,097,870	1,249,000	1,158,500
Utilities	1,151,790	1,224,696	1,262,900	1,271,000
Depreciation/Amortization	1,414,602	1,487,132	1,597,000	1,689,800
Improvements -Non-Capital	68,650	29,726	20,600	25,000
Debt Service - Interest	184,103	190,209	219,900	230,500
Debt Service - Other	5,563	5,759	5,700	5,700
Capital Lease Interest	114,487	107,412	100,100	92,400
Transfers	613,646	238,758	428,000	400,000
	<u>11,499,919</u>	<u>10,980,240</u>	<u>11,765,000</u>	<u>11,985,700</u>
ESTIMATED OPERATING INCOME (LOSS)	254,969	2,989,838	3,077,400	2,961,200
Other Sources of Cash	2,454,254	2,141,869	1,729,600	1,844,800
Other Uses of Cash	<u>(4,513,402)</u>	<u>(4,331,520)</u>	<u>(4,184,500)</u>	<u>(4,681,200)</u>
Increase (Decrease) in Cash	<u>(1,804,179)</u>	<u>800,187</u>	<u>622,500</u>	<u>124,800</u>

## City of Duluth Minnesota - 2014 Budget

### Water Fund Estimated Unrestricted Cash Balance

OPERATING FUND	2013 Budget	2013 Projected	2014 Proposed
ESTIMATED OPERATING INCOME (LOSS)	3,077,400	3,668,200	2,961,200
<u>Other Sources of Cash</u>			
Depreciation and Amortization	1,597,000	1,546,800	1,689,800
Bond Amortization	5,700	5,700	5,700
Due from Other Funds		36,300	-
Special Assessment Principal	126,900	149,300	149,300
Total Other Sources of Cash	<u>1,729,600</u>	<u>1,738,100</u>	<u>1,844,800</u>
<u>Other Uses of Cash</u>			
Due to Other Funds	-	326,900	-
Capital Improvements from Current Revenues	400,000	590,200	-
Infrastructure Improvements	2,118,000	2,115,800	2,964,000
Capital Equipment Purchases	224,300	211,200	295,800
Bond Principal Payments	1,245,900	1,205,100	1,217,600
AMR Lease Principal Payments	196,300	196,300	203,800
Total Other Uses of Cash	<u>4,184,500</u>	<u>4,645,500</u>	<u>4,681,200</u>
INCREASE (DECREASE) IN CASH	622,500	760,800	124,800
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - BEGINNING	<u>804,053</u>	<u>800,187</u>	<u>1,560,987</u>
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - ENDING	<u><u>1,426,553</u></u>	<u><u>1,560,987</u></u>	<u><u>1,685,787</u></u>

# City of Duluth Minnesota - 2014 Budget

## Water Fund

510

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4636 Sale of Scrap	23,233	13,478	12,000	12,000
4680 Damage or Losses Recovered	-	678	-	-
4800 Meter Repair	6,629	17,440	10,000	14,000
4801 Off/On Charge	(99)	20,115	14,000	25,000
4802 Interest - Customer Accounts	48,360	44,478	42,000	44,000
4805 Reimbursements	6,805	22,422	8,000	6,000
4807 Water Tower Lease	137,458	139,661	140,000	110,000
4809 Miscellaneous Operating	45,768	8,835	8,000	10,000
4810 Metered Water Sales	9,102,381	10,195,823	10,946,600	11,020,000
4811 Water for Resale	1,046,560	1,120,054	1,268,000	1,302,000
4831 Fixed Rate Charges	1,326,414	2,328,633	2,330,500	2,353,500
<b>TOTAL OPERATING REVENUES</b>	<b>11,743,509</b>	<b>13,911,617</b>	<b>14,779,100</b>	<b>14,896,500</b>
NON-OPERATING REVENUES:				
4230 Pera Aid	16,919	16,919	16,900	16,900
4806 Connection Fees	2,000	17,926	8,000	8,000
4850 Earnings on Investments	294	401	400	800
4851 Interest Income	(7,602)	8,856	10,000	10,000
4853 Gain on Sale of Assets	(2,363)	1,273	-	1,000
4854 Utility Assessment	2,131	2,426	28,000	3,000
4730 Transfers from Enterprise Funds	-	10,660	-	10,700
<b>TOTAL NON-OPERATING REVENUES</b>	<b>11,379</b>	<b>58,461</b>	<b>63,300</b>	<b>50,400</b>
<b>TOTAL REVENUE</b>	<b>11,754,888</b>	<b>13,970,078</b>	<b>14,842,400</b>	<b>14,946,900</b>

# City of Duluth Minnesota - 2014 Budget

## Director's Office

510-500-1900

The Director's Office provides leadership and management for the Public Works and Utilities Department.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	46,070	55,163	62,700	78,900
5101 Permanent Employees - Overtime	400	654	500	500
TOTAL	46,470	55,817	63,200	79,400
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	3,236	3,791	4,400	5,500
5122 F.I.C.A. Social Security	2,857	3,316	3,900	4,900
5123 F.I.C.A. Medicare	668	784	900	1,200
5124 Health Insurance	4,000	-	-	-
5125 Dental Insurance	260	306	300	400
5126 Life Insurance	120	143	200	200
5127 Health Care Savings	567	2,707	600	700
5130 Cafeteria Plan Benefits	-	6,546	9,800	11,900
TOTAL	11,708	17,593	20,100	24,800
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	50	77	100	100
5241 Small Equipment	254	194	-	300
5321 Telephone	219	155	100	100
5331 Training Expense	270	50	300	500
5335 Mileage Reimbursement - Local	26	-	100	100
5356 Copier, Printer Lease & Supplies	-	72	-	100
5438 Licenses	-	101	-	-
5441 Other Services and Charges	102	-	-	-
TOTAL	921	649	600	1,200
1900 TOTAL - DIRECTOR'S OFFICE	59,099	74,059	83,900	105,400

# City of Duluth Minnesota - 2014 Budget

## Capital

510-500-1905

Capital expenditures support the infrastructure required to provide a safe and adequate supply of water to Duluth residents and neighboring communities. This includes costs for depreciation and debt service.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>OPERATING EXPENSES</b>				
5420 Depreciation	1,414,602	1,487,132	1,597,000	1,689,800
5535 Improvements (Non-Capital)	68,650	29,726	20,600	25,000
5540 Equipment (Non-Capital)	13,281	-	-	-
5611 Bond Interest	184,103	190,209	219,900	230,500
5613 Interest from Bond Amortization	(1,455)	(1,459)	(1,500)	(1,500)
5614 Capital Lease Interest	114,487	107,412	100,100	92,400
5620 Fiscal Agents Fee	481	613	600	400
5622 Bond Amortization	7,018	7,218	7,200	7,200
TOTAL	1,801,167	1,820,851	1,943,900	2,043,800
<b>NON-OPERATING EXPENSES</b>				
5532 Capital Improvements - Bonds	2,916,441	417,555	5,000,000	-
5533 Capital Improvements - Revenue Financing	916,949	1,169,974	400,000	-
5536 Utility Infrastructure Replacmt Proj	685,663	986,331	2,118,000	2,964,000
5580 Capital Equipment	344,072	56,347	224,300	295,800
TOTAL	4,863,125	2,630,207	7,742,300	3,259,800
1905 TOTAL - CAPITAL	6,664,292	4,451,058	9,686,200	5,303,600

# City of Duluth Minnesota - 2014 Budget

## Utility General Expense

510-500-1915

This represents normal and routine department operating expenses that can be allocated to each utility fund. Examples include costs for safety and training, insurance and utilities.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	3,885	39,319	43,400	50,500
5101 Permanent Employees - Overtime	-	655	-	-
TOTAL	3,885	39,974	43,400	50,500
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	-	2,776	3,000	3,500
5122 F.I.C.A. Social Security	241	2,401	2,700	3,100
5123 F.I.C.A. Medicare	56	561	600	700
5124 Health Insurance	-	-	-	-
5125 Dental Insurance	-	321	400	400
5126 Life Insurance	3,803	4,189	200	200
5127 Health Care Savings	-	350	400	500
5130 Cafeteria Plan Benefits	-	5,473	8,900	11,400
5134 Other Post Retirement Benefits	(1,373)	149,837	-	-
5135 Retiree Health Insurance	530,988	600,220	537,900	587,200
5151 Worker's Compensation	140,700	99,800	61,400	40,800
TOTAL	674,415	865,928	615,500	647,800
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	36	73	500	500
5201 Computer Supplies/Software	19,438	27,494	28,600	29,800
5205 Safety & Training	767	365	1,000	1,000
5211 Cleaning & Janitorial Supplies	3,828	1,859	3,000	3,200
5241 Small Equipment	3,207	3,088	500	700
5301 Auditing Services	1,797	1,258	2,000	1,600
5305 Medical Services/Testing Fees	3,552	2,008	1,000	1,400
5310 Contract Services	2,028	2,229	-	-
5320 Data Services	9,230	10,396	12,300	14,200
5321 Telephone	10,849	10,793	11,000	11,000
5331 Training Expense	1,839	4,495	1,400	1,600
5335 Mileage Reimbursement - Local	48	-	100	100
5356 Copier, Printer Lease & Supplies	6,046	4,691	3,900	5,900
5360 Insurance	412,000	192,700	131,100	74,900
5381 Electricity	16,865	16,502	12,000	12,000
5382 Water, Gas & Sewer	16,478	14,672	20,200	21,000
5384 Refuse Disposal	4,176	2,687	3,200	3,500
5401 Building Repair & Maintenance	6,583	8,951	7,500	9,100
5404 Equipment Repair & Maintenance	112	475	-	-
5433 Dues and Subscriptions	-	5,220	-	-
5441 Other Services & Charges	7,516	21,178	18,500	17,000
5450 Laundry	3,149	2,638	2,000	2,200
5457 Hydrant Maintenance	30,000	30,000	30,000	30,000
5493 Cost Allocation	408,200	383,200	383,200	383,200
5700 Transfer to General Fund	57,300	-	-	-
5700 Transfer to Internal Service Funds	277,350	-	148,000	120,000
TOTAL	1,302,394	746,972	821,000	743,900
1915 TOTAL - GENERAL EXPENSE	1,980,694	1,652,874	1,479,900	1,442,200

# City of Duluth Minnesota - 2014 Budget

## Engineering

510-500-1930

Engineering provides engineering services including design, inspection and construction locates for the water distribution system

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	298,320	297,329	285,000	338,200
5101 Permanent Employees - Overtime	12,619	17,347	20,000	20,000
5103 Temporary Wages	1,090	1,668	4,500	18,700
TOTAL	312,029	316,344	309,500	376,900
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	21,411	22,045	20,200	24,100
5122 F.I.C.A. Social Security	18,546	19,142	19,200	23,400
5123 F.I.C.A. Medicare	4,338	4,477	4,500	5,500
5124 Health Insurance	39,435	-	-	-
5125 Dental Insurance	1,837	1,878	1,800	2,100
5126 Life Insurance	861	881	800	1,000
5127 Health Care Savings	5,102	4,123	6,800	4,700
5130 Cafeteria Plan Benefits	-	53,481	66,400	81,400
TOTAL	91,530	106,027	119,700	142,200
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	13	181	300	300
5201 Computer Supplies	3,841	7,773	11,800	13,500
5203 Paper, Stationery and Forms	523	516	300	300
5205 Safety and Training Materials	64	160	200	200
5212 Motor Fuel	6,229	5,923	5,000	6,500
5219 Other Miscellaneous Supplies	760	62	-	-
5240 Small Tools	-	421	200	600
5241 Small Equipment	5,643	2,860	2,200	5,000
5242 Survey Equipment and Supplies	-	6,665	4,700	5,100
5320 Data Services	-	-	500	800
5321 Telephone	1,720	1,772	1,600	1,100
5322 Postage	10	13	100	100
5331 Training Expenses	762	2,819	4,800	3,300
5335 Mileage Reimbursement	50	114	200	300
5355 Printing and Copying	523	369	900	600
5356 Copier, Printer Lease & Supplies	-	3,408	3,900	4,000
5404 Equipment Maintenance Repair	292	416	600	600
5409 Fleet Services	3,988	8,939	5,500	5,500
5418 Vehicle/Equipment Lease	818	-	-	-
5433 Dues and Subscriptions	140	451	600	600
5435 Books and Pamphlets	-	-	200	200
5438 Licenses	-	-	-	100
5441 Other Services and Charges	2,059	1,500	5,300	10,300
5486 One Call System	2,870	2,953	2,600	3,000
TOTAL	30,305	47,315	51,500	62,000
1930 TOTAL - ENGINEERING	433,864	469,686	480,700	581,100

# City of Duluth Minnesota - 2014 Budget

## Customer Services

510-500-1940

Customer Accounts provides meter reading, billing, payment collection and account services for utility customers. Service provides installation, inspection, repair and replacement of meters and checks the integrity of customer utility connections.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	769,837	770,576	771,400	801,700
5101 Permanent Employees - Overtime	33,823	35,349	42,000	41,500
5103 Temporary Wages	3,043	35	-	-
5118 Meal Allowance	46	152	-	-
TOTAL	806,749	806,112	813,400	843,200
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	54,498	55,744	54,200	56,700
5122 F.I.C.A. Social Security	48,225	49,275	50,400	52,300
5123 F.I.C.A. Medicare	11,279	11,524	11,800	12,300
5124 Health Insurance	118,929	-	-	-
5125 Dental Insurance	5,603	5,579	5,600	5,800
5126 Life Insurance	2,666	2,648	2,600	2,700
5127 Health Care Savings	8,415	18,248	11,100	8,100
5130 Cafeteria Plan Benefits	-	153,260	184,700	211,000
TOTAL	249,615	296,278	320,400	348,900
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	7,716	3,408	4,300	3,300
5201 Computer Supplies	-	257	400	400
5203 Paper/Stationery	1,092	1,561	2,300	2,300
5212 Motor Fuel	18,171	14,849	23,100	23,100
5218 Uniforms	3,256	2,488	2,500	2,500
5219 Other Miscellaneous Supplies	29	1,233	-	-
5220 Repair & Maintenance Supplies	41,101	27,839	44,000	44,000
5227 Utility System	17,348	48,663	65,400	65,400
5228 Painting Supplies	2,633	1,960	3,000	3,000
5240 Small Tools	637	2,610	1,500	1,500
5241 Small Equipment	7,813	3,261	6,900	5,100
5310 Contract Services	37,279	32,802	32,500	37,200
5320 Data Services	972	43	-	-
5321 Telephone	2,766	2,912	3,200	3,200
5322 Postage	46,473	40,320	48,900	48,900
5331 Training Expenses	1,328	485	1,700	2,200
5339 Armored Pickup	1,190	1,295	1,200	1,200
5355 Printing & Copying	1,709	905	700	700
5356 Copier, Printer Lease & Supplies	-	844	600	500
5401 Building/Structure Repair & Maint	94	37	-	-
5404 Equipment Maintenance & Repair	3,297	2,785	4,100	3,500
5409 Fleet Services	10,954	16,614	16,800	16,800
5427 Credit Card Commission	8,264	10,234	8,300	9,100
5432 Uncollectible Accounts	94,417	(107,274)	15,000	15,000
5441 Other Services & Charges	1,516	2,620	2,400	2,400
TOTAL	310,055	112,751	288,800	291,300
1940 TOTAL - CUSTOMER SERVICE	1,366,419	1,215,141	1,422,600	1,483,400

# City of Duluth Minnesota - 2014 Budget

## Utility Operations

510-500-1945

Operates, maintains and improves the pipeline distribution system to provide a dependable supply of water to Duluth and surrounding areas.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	1,500,786	1,385,656	1,499,000	1,454,000
5101 Permanent Employees - Overtime	268,319	219,472	300,000	275,000
5103 Temporary Wages	-	-	-	-
5118 Meal Allowance	1,005	5,190	3,000	3,000
<b>TOTAL</b>	<b>1,770,110</b>	<b>1,610,318</b>	<b>1,802,000</b>	<b>1,732,000</b>
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	119,751	110,820	105,400	102,200
5122 F.I.C.A. Social Security	105,967	97,910	111,500	107,200
5123 F.I.C.A. Medicare	24,824	22,982	26,100	25,100
5124 Health Insurance	216,664	-	-	-
5125 Dental Insurance	10,018	9,458	10,500	10,100
5126 Life Insurance	4,696	4,396	4,900	4,700
5127 Health Care Savings	16,195	15,699	26,100	26,500
5130 Cafeteria Plan Benefits	-	253,104	345,300	335,500
5141 Unemployment Compensation	5,130	-	-	-
<b>TOTAL</b>	<b>503,245</b>	<b>514,369</b>	<b>629,800</b>	<b>611,300</b>
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	1,199	1,553	2,000	2,000
5201 Computer Supplies/Software	2,100	246	-	4,200
5205 Safety & Training Materials	3,044	9,052	2,100	3,000
5210 Plant/Operating Supplies	13,164	13,811	10,300	11,000
5212 Motor Fuel	74,666	80,183	73,000	75,000
5215 Shop Materials	1,654	1,932	2,300	2,500
5218 Uniforms	2,016	1,701	6,000	4,000
5219 Other Miscellaneous Supplies	47	66	-	-
5220 Repair & Maintenance Supplies	2,770	7,765	2,500	3,500
5222 Paving Materials	31,450	6,533	25,000	20,000
5224 Gravel & Other Maintenance Mtls	20,934	39,867	70,000	60,000
5227 Utility Maintenance Supply	355,212	265,930	187,000	262,000
5228 Painting Supplies	-	368	300	300
5240 Small Tools	8,147	9,997	5,300	8,000
5241 Small Equipment	6,722	2,783	10,500	12,000
5310 Contract Services	24,995	32,714	28,500	23,000
5321 Telephone	2,578	2,196	2,000	2,500
5331 Training Expenses	8,805	11,803	9,000	9,000
5335 Mileage Reimbursement	3,794	4,712	5,500	5,000
5355 Printing and Copying	1,861	212	500	500
5356 Copier, Printer Lease & Supplies	-	-	1,000	1,000
5382 Water/Sewer/Gas	6,650	3,673	7,500	6,000
5384 Refuse Disposal	8,863	5,151	9,000	8,500
5401 Building Repair & Maintenance	-	583	-	-
5404 Equipment Maintenance/Repair	500	650	400	2,700
5409 Fleet Service Charges	102,296	130,865	100,000	110,000
5415 Vehicle/Equipment Rental	15,750	13,884	5,000	10,000
5419 Other Rentals	1,197	3,410	-	-
5438 License	69	437	500	500
5441 Other Services & Charges	1,609	13,082	2,000	3,000
5450 Laundry	8,651	9,481	9,700	9,700
5700 Transfer to General Fund	278,996	238,758	280,000	280,000
<b>TOTAL</b>	<b>989,739</b>	<b>913,398</b>	<b>856,900</b>	<b>938,900</b>
1945 TOTAL - UTILITY OPERATIONS	3,263,094	3,038,085	3,288,700	3,282,200

# City of Duluth Minnesota - 2014 Budget

## Water Treatment and Pumping

510-500-1955

Treatment is required to produce a safe and potable water supply that meets Federal and State standards. This includes bacterial, biochemical and physical testing. The operation and maintenance of pump stations throughout the city is necessary to lift water to elevations that provide adequate pressure for customer use.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	582,551	573,638	635,400	642,900
5101 Permanent Employees - Overtime	18,152	31,683	20,000	20,000
5118 Meal Allowance	40	-	-	-
TOTAL	600,743	605,321	655,400	662,900
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	40,859	42,281	45,000	45,700
5122 F.I.C.A. Social Security	35,592	36,415	40,600	41,100
5123 F.I.C.A. Medicare	8,324	8,516	9,500	9,600
5124 Health Insurance	84,104	-	-	-
5125 Dental Insurance	3,802	3,799	4,300	4,300
5126 Life Insurance	1,782	1,774	2,000	2,000
5127 Health Care Savings	6,607	5,255	5,800	19,300
5130 Cafeteria Plan Benefits	-	110,525	156,800	165,300
TOTAL	181,070	208,565	264,000	287,300
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	2,024	1,945	1,000	1,200
5210 Plant/Operating Supplies	17,325	5,479	10,000	12,000
5212 Motor Fuel	4,144	4,730	2,500	4,500
5216 Treatment Chemicals	427,619	459,677	513,000	513,000
5218 Uniforms	2,055	2,308	2,800	2,800
5219 Other Miscellaneous Supplies	7,966	13,328	12,000	12,000
5220 Repair & Maintenance Supplies	72,328	42,592	63,000	63,000
5228 Painting Supplies	1,793	1,100	3,000	1,500
5240 Small Tools	1,123	1,073	3,000	1,500
5241 Small Equipment	3,215	16,173	7,000	8,900
5310 Contract Services	16,717	19,283	20,000	20,000
5319 Other Professional Services	15,518	1,721	50,000	15,000
5320 Data Services	785	594	5,400	5,400
5321 Telephone	2,288	2,403	2,700	2,700
5322 Postage	103	224	200	300
5331 Training Expenses	5,766	5,000	7,100	7,000
5335 Local Mileage Reimbursement	6,795	6,475	6,000	6,000
5355 Printing and Copying	386	694	1,000	1,000
5356 Copier, Printer Lease & Supplies	-	100	2,200	1,700
5381 Electricity	1,018,638	1,118,063	1,120,000	1,140,000
5382 Water & Sewer	80,120	63,948	91,000	80,000
5400 Misc. Repair & Maintenance	-	1,539	-	-
5401 Building Repair & Maintenance	2,266	1,430	41,200	35,100
5404 Equipment Maintenance/Repair	51,895	48,868	100,000	80,000
5409 Fleet Services	4,228	3,482	5,000	5,000
5433 Dues and Subscriptions	5,334	72	5,000	5,000
5438 Licenses	23	145	300	300
5441 Other Services & Charges	57,995	68,217	65,500	65,500
5450 Laundry	4,200	4,995	4,000	5,000
5483 Water Testing Fees	1,120	-	2,000	2,000
TOTAL	1,813,769	1,895,658	2,145,900	2,097,400
1955 TOTAL-WATER TRMT & PMPING	2,595,582	2,709,544	3,065,300	3,047,600

# City of Duluth Minnesota - 2014 Budget

## Gas Fund

520

The Gas Fund is a self supporting enterprise fund which accounts for the distribution of an adequate, reliable, and safe supply of gas to the citizens of Duluth. Other services provided are the inspection, maintenance and servicing of customer gas utilization equipment.

The major funding source for this fund is metered gas sales which represents 97% of total revenues for 2014. The major category of expense is purchased gas, representing 62% of all expenses proposed.

Presented below is a tabular summary of the major categories of revenues and expenses by function over a four year period.

Estimated Income and Expense	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Operating Revenues	1,313,925	1,527,261	1,357,700	1,451,000
Gas Sales	39,967,501	32,412,635	33,717,600	37,844,800
Non-Operating Revenues	58,191	79,374	83,400	99,900
	<u>41,339,617</u>	<u>34,019,270</u>	<u>35,158,700</u>	<u>39,395,700</u>
<b>EXPENSES</b>				
Personal Services	6,425,261	7,199,041	7,559,800	7,290,700
Supplies	797,567	991,903	745,300	796,500
Other Services & Charges	4,223,843	4,280,572	4,018,300	4,240,100
Natural Gas Purchases	25,207,873	19,376,845	21,395,800	22,986,200
Utilities	45,591	43,628	46,200	48,400
Depreciation/Amortization	1,240,613	1,272,122	1,369,800	1,435,400
Improvements -Non-Capital	168,634	4,450	3,100	242,500
Debt Service - Interest	195,807	197,328	185,600	161,800
Debt Service - Other	1,887	(7,890)	(7,900)	(7,900)
Capital Lease Interest	104,946	98,461	91,700	84,700
Transfers	609,612	10,129	157,700	123,000
	<u>39,021,634</u>	<u>33,466,589</u>	<u>35,565,400</u>	<u>37,401,400</u>
<b>ESTIMATED OPERATING INCOME (LOSS)</b>	<b>2,317,983</b>	<b>552,681</b>	<b>(406,700)</b>	<b>1,994,300</b>
Other Sources of Cash	1,278,447	3,890,899	1,551,300	1,607,900
Other Uses of Cash	<u>(4,327,489)</u>	<u>(2,470,413)</u>	<u>(4,046,000)</u>	<u>(4,323,200)</u>
<b>Increase (Decrease) in Cash</b>	<b><u>(731,059)</u></b>	<b><u>1,973,167</u></b>	<b><u>(2,901,400)</u></b>	<b><u>(721,000)</u></b>

# City of Duluth Minnesota - 2014 Budget

## Gas Fund Estimated Unrestricted Cash Balance

OPERATING FUND	<u>2013 Budget</u>	<u>2013 Projected</u>	<u>2014 Proposed</u>
ESTIMATED OPERATING INCOME (LOSS)	(406,700)	2,407,100	1,994,300
<u>Other Sources of Cash</u>			
Depreciation and Amortization	1,369,800	1,328,300	1,435,400
Bond Amortization	(7,900)	(7,900)	(7,900)
Due from Other Funds	-	79,000	-
Energy Fund Loan Repayment	150,000	150,000	150,000
Special Assessment Principal	39,400	30,400	30,400
Total Other Sources of Cash	<u>1,551,300</u>	<u>1,579,800</u>	<u>1,607,900</u>
<u>Other Uses of Cash</u>			
Due to Other Funds	-	111,700	-
Capital Improvements from Current Revenues	2,690,000	2,276,400	2,923,000
Capital Equipment Purchases	318,100	243,000	317,400
Bond Principal Payments	858,000	858,000	896,000
AMR Lease Principal Payment	179,900	179,900	186,800
Total Other Uses of Cash	<u>4,046,000</u>	<u>3,669,000</u>	<u>4,323,200</u>
INCREASE (DECREASE) IN CASH	(2,901,400)	317,900	(721,000)
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - BEGINNING	<u>404,642</u>	<u>2,888,655</u>	<u>3,206,555</u>
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - ENDING	<u>(2,496,758)</u>	<u>3,206,555</u>	<u>2,485,555</u>

# City of Duluth Minnesota - 2014 Budget

## Gas Fund

520

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4636 Sale of Scrap	657	437	1,000	1,000
4801 Off/On Charge	69,940	20,115	20,000	25,000
4802 Interest Earned on Customer Accts	136,597	107,130	135,000	130,000
4805 Reimbursements	238,545	408,231	250,000	225,000
4809 Miscellaneous Operating Revenue	102,638	97,322	78,000	80,000
4818 Servicing Appliances	292,763	299,645	280,000	285,000
4819 Comfort Policy	351,377	395,357	375,000	385,000
4820 Residential Firm	22,129,714	18,254,163	19,141,400	21,306,500
4822 Comm/Industrial Firm Large	9,839,027	7,748,214	7,915,500	9,044,000
4824 Comm/Industrial Interruptible Large	4,788,958	3,165,778	3,382,600	3,695,200
4827 Gas-Interruptible Transport	121,408	199,024	218,700	320,000
4831 Fixed Rate Charges	3,209,802	3,244,480	3,278,100	3,799,100
TOTAL OPERATING REVENUES	41,281,426	33,939,896	35,075,300	39,295,800
NON-OPERATING REVENUES:				
4220 State of Minnesota	-	-	-	-
4230 Pera Aid	23,365	23,365	23,400	23,400
4829 Two Tier Rate	27,827	30,827	45,000	48,000
4850 Earnings on Investments	2,969	3,759	3,700	3,700
4851 Interest Income - Other Sources	1,662	1,633	1,800	1,800
4853 Gain on Sale of Assets	(7,787)	3,349	2,000	2,000
4854 Utility Special Assessments	10,155	451	7,500	5,000
4730 Transfers In from Enterprise Funds	-	15,990	-	16,000
TOTAL NON-OPERATING REVENUES	58,191	79,374	83,400	99,900
TOTAL REVENUE	41,339,617	34,019,270	35,158,700	39,395,700

# City of Duluth Minnesota - 2014 Budget

## Director's Office

520-500-1900

The Director's Office provides leadership and management for the Public Works and Utilities Department.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES				
5100 Permanent Employees - Regular	53,666	63,159	70,900	87,700
5101 Permanent Employees - Overtime	525	740	500	500
TOTAL	54,191	63,899	71,400	88,200
EMPLOYEE BENEFITS				
5121 P.E.R.A.	3,735	4,312	5,000	6,100
5122 F.I.C.A. Social Security	3,333	3,817	4,400	5,500
5123 F.I.C.A. Medicare	780	902	1,000	1,300
5124 Health Insurance	5,140	-	-	-
5125 Dental Insurance	336	382	400	500
5126 Life Insurance	156	179	200	200
5127 Health Care Savings	635	3,978	700	800
5130 Cafeteria Plan Benefits	-	7,857	11,300	13,600
TOTAL	14,115	21,427	23,000	28,000
OPERATING EXPENSES				
5200 Office Supplies	113	62	100	100
5241 Small Equipment	457	194	-	300
5321 Telephone	219	155	100	100
5331 Training/Travel	-	390	300	500
5335 Mileage Reimbursement Local	-	27	100	100
5356 Copier, Printer Lease & Supplies	-	63	-	100
5438 Licenses	-	101	-	-
5441 Other Services & Charges	102	-	-	-
TOTAL	891	992	600	1,200
1900 TOTAL - DIRECTOR'S OFFICE	69,197	86,318	95,000	117,400

# City of Duluth Minnesota - 2014 Budget

## Capital

520-500-1905

Capital expenditures support the infrastructure required to provide an adequate supply of natural gas to Duluth residents. This includes costs for depreciation and debt service.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING EXPENSES				
5420 Depreciation	1,240,613	1,272,122	1,369,800	1,435,400
5441 Other Services and Charges	3,082	-	-	-
5535 Improvements (Non-Capital)	168,634	4,450	3,100	242,500
5540 Equipment (Non-Capital)	22,502	870	-	-
5611 Bond Interest	195,807	197,328	185,600	161,800
5613 Interest - Bond Amortization	(5,442)	(21,579)	(21,500)	(21,500)
5614 Capital Lease Interest	104,946	98,461	91,700	84,700
5620 Fiscal Agents Fee	656	321	600	600
5622 Bond Amortization	7,329	13,689	13,600	13,600
TOTAL	<u>1,738,127</u>	<u>1,565,662</u>	<u>1,642,900</u>	<u>1,917,100</u>
NON-OPERATING EXPENSES				
5533 Capital Improvements - Revenue Financing	1,397,352	1,603,761	2,690,000	2,923,000
5580 Capital Equipment	294,811	170,921	318,100	317,400
TOTAL	<u>1,692,163</u>	<u>1,774,682</u>	<u>3,008,100</u>	<u>3,240,400</u>
1905 TOTAL - CAPITAL	3,430,290	3,340,344	4,651,000	5,157,500

# City of Duluth Minnesota - 2014 Budget

## Utility General Expense

520-500-1915

This represents normal and routine department operating expenses that can be allocated to each utility fund. Examples include costs for safety and training, insurance and utilities.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	9,618	36,342	53,900	59,700
5101 Permanent Employees - Overtime	222	475	-	-
TOTAL	9,840	36,817	53,900	59,700
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	533	2,577	3,800	4,200
5122 F.I.C.A. Social Security	608	2,196	3,300	3,700
5123 F.I.C.A. Medicare	142	514	800	900
5124 Health Insurance	1,140	-	-	-
5125 Dental Insurance	77	293	400	500
5126 Life Insurance	4,019	4,393	200	200
5127 Health Care Savings	68	327	500	600
5130 Cafeteria Plan Benefits	-	5,353	14,000	15,500
5134 Other Post Retirement Benefits	(225,129)	137,882	-	-
5135 Retiree Health Insurance	799,517	938,548	869,400	898,500
5151 Worker's Compensation	186,800	132,500	81,100	51,100
TOTAL	767,775	1,224,583	973,500	975,200
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	4,287	3,066	2,000	2,000
5201 Computer Supplies/Software	30,465	41,360	43,100	45,200
5205 Safety & Training	2,885	3,814	1,100	1,300
5211 Cleaning & Janitorial Supplies	5,326	11,266	3,200	2,700
5241 Small Equipment	5,721	3,510	500	700
5301 Auditing Services	1,797	1,258	2,000	1,600
5305 Medical Services/Testing Fees	4,318	4,708	4,000	4,000
5319 Other Professional Services	1,000	47,935	-	-
5320 Data Services	12,945	16,464	15,800	18,000
5321 Telephone	24,315	14,797	22,700	22,700
5331 Training Expense	28,013	29,929	20,800	21,600
5335 Mileage Reimbursement	784	795	100	200
5356 Copier, Printer Lease & Supplies	-	4,222	3,400	4,700
5360 Insurance	67,300	62,000	62,000	62,000
5381 Electricity	14,904	14,428	15,100	15,100
5382 Water, Gas & Sewer	14,723	12,437	15,600	16,500
5384 Refuse Disposal	2,404	1,351	2,500	2,300
5401 Building Repair & Maintenance	7,977	9,601	6,500	8,000
5404 Equipment/Machinery Repair	2,485	1,760	-	-
5418 Vehicle/Equipment Rental	6,021	-	-	-
5433 Dues and Subscriptions	6,145	6,676	8,300	6,600
5438 Licenses	-	-	100	100
5441 Other Services & Charges	34,651	60,752	52,600	49,600
5450 Laundry	3,149	2,638	2,000	2,200
5452 Pipe Line Safety	16,532	8,677	12,000	12,000
5493 Cost Allocation	519,500	489,200	489,200	489,200
5711 Payment in Lieu of Taxes	2,778,918	2,889,700	2,289,600	2,726,000
5700 Transfer to General Fund	41,400	-	-	-
5700 Transfer to Internal Service Funds	539,325	-	137,700	103,000
TOTAL	4,177,290	3,742,344	3,211,900	3,617,300
1915 TOTAL - GENERAL EXPENSE	4,954,905	5,003,744	4,239,300	4,652,200

# City of Duluth Minnesota - 2014 Budget

## Engineering

520-500-1930

Engineering provides engineering services including design, inspection and construction locates for the gas distribution system.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	503,408	589,079	600,300	583,400
5101 Permanent Employees - Overtime	37,238	38,987	50,000	45,000
5103 Temporary Wages	1,090	1,687	4,500	4,500
TOTAL	<u>541,736</u>	<u>629,753</u>	<u>654,800</u>	<u>632,900</u>
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	36,908	43,868	42,500	41,500
5122 F.I.C.A. Social Security	32,477	38,192	40,600	39,200
5123 F.I.C.A. Medicare	7,596	8,932	9,500	9,200
5124 Health Insurance	60,630	-	-	-
5125 Dental Insurance	2,829	3,494	3,700	3,600
5126 Life Insurance	1,327	1,646	1,700	1,700
5127 Health Care Savings	9,128	6,630	10,900	7,000
5130 Cafeteria Plan Benefits	-	97,547	127,300	137,900
TOTAL	<u>150,895</u>	<u>200,309</u>	<u>236,200</u>	<u>240,100</u>
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	163	283	300	300
5201 Computer Supplies	4,131	7,973	19,100	13,600
5203 Paper, Stationery and Forms	244	583	300	300
5205 Safety & Training Materials	232	111	500	500
5212 Motor Fuel	10,319	10,533	7,000	9,000
5219 Other Miscellaneous Supplies	2,467	240	-	-
5240 Small Tools	-	405	200	600
5241 Small Equipment	7,835	4,368	4,400	10,800
5242 Survey Equipment and Supplies	-	6,965	4,700	5,100
5303 Engineering Services	12,032	5,879	40,000	40,000
5320 Data Services	-	-	500	800
5321 Telephone	2,167	3,991	1,800	3,800
5322 Postage	10	13	100	100
5331 Training Expenses	1,524	2,674	9,600	11,300
5335 Mileage Reimbursement	81	127	200	300
5355 Printing and Copying	523	369	1,100	500
5356 Copier, Printer Lease & Supplies	-	3,353	4,000	4,100
5404 Equipment Maintenance Repair	2,343	767	600	600
5409 Fleet Services	9,514	14,360	6,000	9,000
5418 Vehicle/Equipment Lease	203	-	-	-
5433 Dues and Subscriptions	140	451	600	600
5435 Books and Pamphlets	-	123	200	200
5438 Licenses	3,076	-	-	100
5441 Other Services and Charges	3,063	2,098	2,500	12,500
5486 One Call System	2,898	2,979	2,600	2,900
TOTAL	<u>62,965</u>	<u>68,645</u>	<u>106,300</u>	<u>127,000</u>
1930 TOTAL - ENGINEERING	755,596	898,707	997,300	1,000,000

# City of Duluth Minnesota - 2014 Budget

## Customer Services

520-500-1940

Customer Accounts provides meter reading, billing, payment collection and account services for utility customers. Service provides installation, inspection, repair and replacement of meters and checks the integrity of customer utility connections. Servicing Appliances provides hookup, inspection, cleaning and repair of gas appliances as well as an annual home service contract for natural gas furnaces. Information and Conservation markets the use of natural gas and provides consumer safety education through activities such as advertising, customer promotions, exhibits and support for community events.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	2,074,558	2,112,656	2,193,800	2,222,800
5101 Permanent Employees - Overtime	114,221	107,533	143,000	133,500
5103 Temporary Wages	22,894	17,257	14,500	20,100
5118 Meal Allowance	170	386	-	-
TOTAL	2,211,843	2,237,832	2,351,300	2,376,400
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	148,370	153,871	154,600	157,300
5122 F.I.C.A. Social Security	132,724	136,933	145,900	147,300
5123 F.I.C.A. Medicare	31,040	32,025	34,100	34,500
5124 Health Insurance	308,494	-	-	-
5125 Dental Insurance	14,451	14,747	15,600	15,400
5126 Life Insurance	6,863	6,980	7,200	7,300
5127 Health Care Savings	21,482	43,344	45,600	26,200
5130 Cafeteria Plan Benefits	-	409,380	525,400	563,300
TOTAL	663,424	797,280	928,400	951,300
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	10,360	4,114	4,900	3,900
5201 Computer Supplies/Software	-	528	600	600
5203 Paper/Stationery	1,468	2,099	3,500	3,500
5210 Plant/Operating Supplies	4,674	3,935	7,500	7,500
5212 Motor Fuel	59,130	56,438	62,400	62,400
5215 Shop Materials	2,418	8,199	7,000	7,000
5218 Uniforms	6,168	6,186	5,800	5,800
5219 Other Miscellaneous Supplies	114,995	67,909	86,000	86,000
5220 Repair & Maintenance Supplies	23,021	69,983	22,000	22,000
5227 Utility System Maintenance Supply	79,098	53,067	120,600	118,600
5228 Painting Supplies	6,462	8,242	7,500	7,500
5240 Small Tools	6,522	15,338	8,000	8,000
5241 Small Equipment	21,282	14,127	23,500	23,200
5310 Contract Services	55,950	49,001	48,800	55,800
5320 Data Services	3,887	171	-	-
5321 Telephone	8,641	9,878	7,600	7,600
5322 Postage	69,575	59,105	73,500	73,500
5331 Training / Travel	4,506	2,940	9,000	9,700
5339 Armored Pickup	1,785	1,895	1,800	1,800
5340 Advertising and Promotion	130,597	120,156	134,700	134,700
5355 Printing & Copying	2,513	1,129	1,400	1,400
5356 Copier, Printer Lease & Supplies	-	1,304	1,000	700
5401 Building Repair & Maintenance	94	73	-	-
5404 Equipment Repair & Maintenance	4,848	4,195	6,000	5,100
5409 Fleet Services	38,350	57,415	46,600	46,600
5427 Credit Card Commissions	28,046	35,982	28,000	30,800
5432 Uncollectible Accounts	55,685	(20,758)	65,000	65,000
5433 Dues and Subscriptions	-	505	800	800
5438 Licenses	-	-	100	100
5441 Other Services & Charges	2,083	4,783	3,700	3,700
5487 Conservation Improvement	70,130	28,103	305,900	60,000
5615 Customer Deposit Refund Interest	3,872	1,393	-	-
TOTAL	816,160	667,435	1,093,200	853,300
1940 TOTAL - CUSTOMER SERVICES	3,691,427	3,702,547	4,372,900	4,181,000

# City of Duluth Minnesota - 2014 Budget

## Utility Operations

520-500-1945

Utility Operations operates, maintains and improves the pipeline distribution system to provide a dependable supply of natural gas to Duluth and surrounding areas.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES				
5100 Permanent Employees - Regular	1,037,664	1,012,252	1,070,100	947,500
5101 Permanent Employees - Overtime	146,929	116,529	175,000	175,000
5103 Temporary Wages	-	-	-	-
5118 Meal Allowance	542	3,222	2,000	2,400
TOTAL	1,185,135	1,132,003	1,247,100	1,124,900
EMPLOYEE BENEFITS				
5121 P.E.R.A.	80,355	77,380	75,100	66,500
5122 F.I.C.A. Social Security	71,544	69,080	77,200	69,600
5123 F.I.C.A. Medicare	16,746	16,240	18,100	16,300
5124 Health Insurance	138,936	-	-	-
5125 Dental Insurance	6,833	6,768	7,300	6,400
5126 Life Insurance	3,212	3,139	3,400	3,000
5127 Health Care Savings	11,452	11,558	18,700	17,800
5130 Cafeteria Plan Benefits	-	167,008	227,300	203,000
5141 Unemployment Compensation	5,130	-	-	-
TOTAL	334,208	351,173	427,100	382,600
OPERATING EXPENSES				
5200 Office Supplies	6,799	3,251	1,600	2,000
5201 Computer Supplies/Software	1,816	106	-	4,200
5205 Safety & Training Materials	23,059	48,209	3,800	3,800
5210 Plant Operations Supplies	9,393	33,097	7,400	8,400
5212 Motor Fuel	63,679	64,637	70,000	70,000
5215 Shop Materials	3,198	13,240	3,500	6,000
5218 Uniforms	6,479	7,590	4,900	5,700
5219 Other Miscellaneous Supplies	47	1,078	-	-
5220 Repair and Maintenance Supplies	9,336	28,514	3,300	4,000
5222 Paving Materials	23,593	14,380	8,000	10,000
5223 Salt & Sand	-	240	-	-
5224 Gravel & Other Maintenance Supplies	30,255	61,234	12,000	22,000
5227 Utility Maintenance Supply	114,863	205,082	130,500	135,500
5228 Painting Supplies	-	-	400	500
5240 Small Tools	12,478	22,732	5,300	8,600
5241 Small Equipment	5,823	9,327	7,200	7,000
5310 Contract Services	3,594	1,916	16,100	7,600
5321 Telephone	4,484	3,007	3,000	3,000
5331 Training Expense	521	192	9,000	4,600
5335 Mileage Reimbursement	3,795	3,587	4,000	4,000
5355 Printing and Copying	2,119	212	500	500
5356 Copier, Printer Lease & Supplies	-	1,570	700	1,000
5382 Water, Gas & Sewer	-	-	500	-
5384 Refuse Disposal	4,720	7,374	3,000	5,000
5404 Equipment Repair & Maintenance	8,445	2,258	1,000	1,000
5409 Fleet Service Charges	83,521	122,784	80,000	90,000
5415 Vehicle/Equipment Rental	7,972	2,496	3,000	3,000
5419 Other Rentals	1,266	921	-	-
5441 Other Services & Charges	1,091	11,605	1,000	1,500
5450 Laundry	5,146	5,619	5,800	6,700
5700 Transfer to General Fund	28,887	10,129	20,000	20,000
TOTAL	466,379	686,387	405,500	435,600
1945 TOTAL - UTILITY OPERATIONS	1,985,722	2,169,563	2,079,700	1,943,100

# City of Duluth Minnesota - 2014 Budget

## Natural Gas

520-500-1960

The Natural Gas Division is responsible for the purchase and odorizing of natural gas and monitoring its transportation through the distribution system. This includes ensuring a safe and adequate natural gas supply in compliance with Minnesota Office of Pipeline Safety Regulations.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	374,776	378,884	430,800	300,000
5101 Permanent Employees - Overtime	8,279	3,029	8,000	5,000
5118 Meal Allowance	-	10	-	-
TOTAL	383,055	381,923	438,800	305,000
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A. Contribution	25,770	27,189	30,400	21,500
5122 F.I.C.A. Social Security	23,022	23,363	27,200	18,900
5123 F.I.C.A. Medicare	5,384	5,464	6,400	4,400
5124 Health Insurance	43,914	-	-	-
5125 Dental Insurance	2,150	2,217	2,500	1,700
5126 Life Insurance	1,008	1,027	1,200	800
5127 Health Care Savings	7,796	8,505	3,800	7,600
5130 Cafeteria Plan Benefits	-	54,277	82,800	71,500
TOTAL	109,044	122,042	154,300	126,400
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	843	293	500	500
5201 Computer Supplies/Software	249	17	-	-
5210 Plant Operations Supplies	17,190	15,361	15,900	19,200
5212 Motor Fuel	5,479	5,828	6,500	6,500
5218 Uniforms	474	1,282	700	900
5219 Other Miscellaneous Supplies	893	527	1,000	1,000
5220 Repair & Maintenance Supplies	24,572	45,954	15,500	27,400
5228 Painting Supplies	-	-	500	500
5241 Small Equipment	4,304	4,156	1,000	4,300
5280 Natural Gas Purchases	25,207,873	19,376,845	21,395,800	22,986,200
5319 Other Professional Services	869	1,345	20,000	10,000
5320 Data Services	30,947	29,246	30,500	31,600
5321 Telephone	1,728	3,643	4,200	4,200
5331 Training Expense	9,546	5,345	14,000	14,000
5335 Local Mileage Reimbursement	1,109	1,082	2,000	2,000
5355 Printing and Copying	130	-	400	400
5356 Copier, Printer Lease & Supplies	-	-	1,000	1,000
5381 Electricity	7,643	6,998	7,500	7,500
5382 Water/Sewer/Gas	1,197	1,040	2,000	2,000
5400 Miscellaneous Repair & Maint	-	-	2,000	2,000
5404 Equipment Maintenance Repair	6,846	24,137	13,000	25,500
5409 Fleet Services Charges	3,210	5,738	5,000	5,000
5433 Dues and Subscriptions	4,565	4,480	4,200	4,500
5441 Other Services & Charges	4,894	2,766	2,000	3,000
TOTAL	25,334,561	19,536,083	21,545,200	23,159,200
1960 TOTAL - NATURAL GAS	25,826,660	20,040,048	22,138,300	23,590,600

# City of Duluth Minnesota - 2014 Budget

## Sewer Fund

530

The Sewer Fund accounts for the provision of sewer service to the citizens of Duluth as a self-supporting enterprise fund. Activities include the operation and maintenance of the City's sanitary collection system.

The major expense category is for contractual services and charges paid to the Sanitary District of WLSSD, constituting 52% of total Proposed expenses. Presented below is a tabular summary of the major categories of revenues and expenses over a four year period.

Estimated Income and Expense	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Operating Revenue	17,155,686	18,517,152	18,500,000	19,001,800
Non-Operating Revenue	91,585	463,202	32,700	35,700
	<u>17,247,271</u>	<u>18,980,354</u>	<u>18,532,700</u>	<u>19,037,500</u>
<b>EXPENSES</b>				
Personal Services	3,110,709	3,494,359	3,284,100	3,555,100
Supplies	265,311	394,291	343,600	389,900
Other Services & Charges	1,182,169	949,340	1,031,100	1,051,700
WLSSD Treatment	8,520,657	8,504,062	8,820,600	8,656,300
Utilities	122,534	133,492	128,400	137,000
Depreciation/ Amortization	1,265,599	1,278,670	1,384,000	1,401,800
Sanitary Sewer -Grants	821,963	1,213,307	1,280,000	1,248,000
Improvements -Non-Capital	86,109	38,715	53,100	62,500
Debt Service - Interest	512,610	427,177	444,700	316,800
Debt Service - Other	12,355	30,933	31,500	40,100
Capital Lease Interest	98,586	92,494	86,200	79,600
Transfers	229,265	29,747	197,700	211,000
	<u>16,227,867</u>	<u>16,586,587</u>	<u>17,085,000</u>	<u>17,149,800</u>
<b>ESTIMATED OPERATING INCOME (LOSS)</b>				
	1,019,404	2,393,767	1,447,700	1,887,700
Other Sources of Cash	1,955,411	1,626,572	1,518,900	1,579,100
Other Uses of Cash	<u>(5,393,058)</u>	<u>(3,642,799)</u>	<u>(3,642,900)</u>	<u>(3,868,100)</u>
Increase (Decrease) in Cash	<u>(2,418,243)</u>	<u>377,540</u>	<u>(676,300)</u>	<u>(401,300)</u>

# City of Duluth Minnesota - 2014 Budget

## Sewer Fund Estimated Unrestricted Cash Balance

OPERATING FUND	2013 Budget	2013 Projected	2014 Proposed
ESTIMATED OPERATING INCOME (LOSS)	1,447,700	2,198,700	1,887,700
<u>Other Sources of Cash</u>			
Depreciation and Amortization	1,384,000	1,325,400	1,401,800
Bond Amortization	31,500	40,000	40,100
Due from Other Funds	-	248,700	-
Special Assessment Principal	103,400	137,200	137,200
Total Other Sources of Cash	1,518,900	1,751,300	1,579,100
<u>Other Uses of Cash</u>			
Capital Grants	-	102,700	-
Due to Other Funds	-	77,500	-
Infrastructure System Replacement Fund	-	12,000	51,500
Capital Improvements from Current Revenues	-	50,800	-
Infrastructure Improvements	1,635,000	560,000	1,742,000
Capital Equipment Purchases	187,800	120,000	180,300
Bond Principal Payments	1,651,100	1,652,100	1,718,800
AMR Lease Principal Payment	169,000	169,000	175,500
Total Other Uses of Cash	3,642,900	2,744,100	3,868,100
INCREASE (DECREASE) IN CASH	(676,300)	1,205,900	(401,300)
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - BEGINNING	1,291,962	1,199,316	2,405,216
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - ENDING	615,662	2,405,216	2,003,916

# City of Duluth Minnesota - 2014 Budget

## Sewer Fund

530

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4636 Sale of Materials	81	2,017	1,500	1,500
4805 Reimbursements	2,238	30,066	27,700	28,700
4833 Sewer Revenues	15,085,218	16,408,556	16,407,000	16,911,200
4809 Misc. Operating Revenue	4,134	631	1,000	1,000
4802 Interest Earned on Customer Accounts	64,758	65,726	60,000	56,000
4831 Fixed Rate Charges	1,920,954	1,920,833	1,922,800	1,921,400
4834 Fond du Lac Grinder Pump Surcharge	11,767	11,694	12,000	12,000
4839 Point of Sale Inspection Fee	66,536	77,629	68,000	70,000
<b>TOTAL OPERATING REVENUES</b>	<b>17,155,686</b>	<b>18,517,152</b>	<b>18,500,000</b>	<b>19,001,800</b>
NON-OPERATING REVENUES:				
4220 Minnesota Grants - Capital	52,008	388,727	-	-
4230 Pera Aid	8,283	8,283	8,300	8,300
4806 Connection Fees	9,000	11,970	4,500	4,500
4850 Earnings on Investments	768	493	900	500
4851 Interest Income - Other Sources	21,547	7,834	6,000	3,000
4853 Gain on Sale of Assets	-	1,001	-	-
4854 Utility Special Assessments	(21)	35,464	13,000	10,000
4730 Transfer from Enterprise Funds	-	9,430	-	9,400
<b>TOTAL NON-OPERATING REVENUES</b>	<b>91,585</b>	<b>463,202</b>	<b>32,700</b>	<b>35,700</b>
<b>TOTAL REVENUE</b>	<b>17,247,271</b>	<b>18,980,354</b>	<b>18,532,700</b>	<b>19,037,500</b>

# City of Duluth Minnesota - 2014 Budget

## Director's Office

530-500-1900

The Director's Office provides leadership and management for the Public Works and Utilities Department.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	42,272	51,226	58,500	76,700
5101 Permanent Employees - Overtime	338	612	500	500
TOTAL	<u>42,610</u>	<u>51,838</u>	<u>59,000</u>	<u>77,200</u>
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	2,987	3,531	4,100	5,400
5122 F.I.C.A. Social Security	2,618	3,069	3,700	4,800
5123 F.I.C.A. Medicare	612	727	900	1,100
5124 Health Insurance	3,430	-	-	-
5125 Dental Insurance	221	267	300	400
5126 Life Insurance	102	125	100	200
5127 Health Care Savings	534	2,072	500	700
5130 Cafeteria Plan Benefits	-	5,891	9,000	11,500
TOTAL	<u>10,504</u>	<u>15,682</u>	<u>18,600</u>	<u>24,100</u>
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	53	95	-	100
5241 Small Equipment	152	194	-	300
5321 Telephone	219	155	100	100
5331 Training Expense	461	525	300	500
5335 Mileage Reimbursement	-	47	100	100
5356 Copier, Printer Lease & Supplies	-	85	100	100
5438 Licenses	-	101	-	-
5441 Other Services & Charges	102	-	-	-
TOTAL	<u>987</u>	<u>1,202</u>	<u>600</u>	<u>1,200</u>
1900 TOTAL - DIRECTOR'S OFFICE	54,101	68,722	78,200	102,500

# City of Duluth Minnesota - 2014 Budget

## Capital

530-500-1905

Capital expenditures support the infrastructure required to collect wastewater for treatment and maintain a dependable sanitary sewer system. This includes the cost of depreciation and debt service.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING EXPENSES				
5420 Depreciation	1,265,599	1,278,670	1,384,000	1,401,800
5535 Improvements (Non-Capital)	86,109	38,715	53,100	62,500
5540 Equipment (Non-Capital)	4,464	-	-	15,000
5611 Bond Interest	512,610	427,177	444,700	316,800
5613 Interest - from Amortization	(5,767)	8,344	7,400	12,200
5614 Capital Lease Interest	98,586	92,494	86,200	79,600
5620 Fiscal Agents Fee	1,794	2,594	2,000	2,400
5622 Bond Amortization	18,122	22,589	24,100	27,900
TOTAL	<u>1,981,517</u>	<u>1,870,583</u>	<u>2,001,500</u>	<u>1,918,200</u>
NON-OPERATING EXPENSES				
5533 Capital Improvements - Revenue	2,115,163	443,190	-	-
5536 Utility Infrastructure Replace. Proj.	983,575	600,595	1,635,000	1,742,000
5580 Capital Equipment	25,638	78,619	187,800	180,300
TOTAL	<u>3,124,376</u>	<u>1,122,404</u>	<u>1,822,800</u>	<u>1,922,300</u>
1905 TOTAL - CAPITAL	5,105,893	2,992,987	3,824,300	3,840,500

# City of Duluth Minnesota - 2014 Budget

## Utility General Expense

530-500-1915

This represents normal and routine department operating expenses that can be allocated to each utility fund. Examples include costs for safety and training, insurance and utilities.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	8,887	26,404	35,600	39,600
5101 Permanent Employees - Overtime	222	373	-	-
TOTAL	9,109	26,777	35,600	39,600
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	533	1,845	2,400	2,700
5122 F.I.C.A. Social Security	563	1,582	2,200	2,500
5123 F.I.C.A. Medicare	132	370	500	600
5124 Health Insurance	1,140	-	-	-
5125 Dental Insurance	77	216	300	300
5126 Life Insurance	859	1,203	100	200
5127 Health Care Savings	68	235	300	400
5130 Cafeteria Plan Benefits	-	3,734	7,300	8,700
5134 Other Post Retirement Benefits	10,069	186,865	-	-
5135 Retiree Health Insurance	163,592	213,439	254,500	182,900
5151 Worker's Compensation	89,100	8,900	27,700	31,000
TOTAL	266,133	418,389	295,300	229,300
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	87	-	500	500
5201 Computer Supplies/Software	20,363	28,685	29,300	30,600
5205 Safety & Training	834	445	800	800
5211 Cleaning & Janitorial Supplies	2,852	908	3,100	2,700
5219 Other Miscellaneous Supplies	2,022	91	-	-
5241 Small Equipment	3,141	3,183	500	700
5301 Auditing Services	1,797	1,258	2,000	1,600
5305 Medical Services/Testing Fees	1,659	1,415	2,000	2,000
5310 Contract Services	324	322	1,500	1,500
5319 Other Professional Services	-	450	-	-
5320 Data Services	9,973	11,433	11,700	10,300
5321 Telephone	15,652	15,711	13,000	14,000
5331 Training / Travel	1,439	12,436	1,400	1,600
5335 Mileage Reimbursement - Local	-	-	100	100
5356 Copier, Printer Lease & Supplies	-	3,832	3,300	4,700
5360 Insurance	226,700	36,500	75,700	88,000
5381 Electricity	16,160	15,659	14,600	14,600
5382 Water, Gas & Sewer	11,678	9,183	15,700	16,800
5384 Refuse Disposal	2,281	1,231	2,400	2,200
5401 Building Repair & Maintenance	5,815	6,491	6,300	7,800
5404 Equipment Repair & Maintenance	364	75	-	-
5418 Vehicle/Equipment Lease	5,895	-	-	-
5433 Dues & Subscriptions	-	1,790	-	-
5441 Other Services & Charges	7,167	12,296	11,700	10,500
5450 Laundry	3,149	2,638	2,000	2,200
5493 Cost Allocation	330,700	306,900	306,900	306,900
5700 Transfer to General Fund	26,000	-	-	-
5700 Transfer to Internal Service Funds	196,050	-	147,700	161,000
TOTAL	892,102	472,932	652,200	681,100
1915 TOTAL - UTILITY GENERAL	1,167,344	918,098	983,100	950,000

# City of Duluth Minnesota - 2014 Budget

## Engineering

530-500-1930

Engineering provides engineering services including design, inspection and construction locates for the sanitary sewer collection system.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	317,419	319,229	298,600	344,700
5101 Permanent Employees - Overtime	13,013	15,446	15,000	15,000
5103 Temporary Wages	1,090	1,668	4,500	4,500
TOTAL	<u>331,522</u>	<u>336,343</u>	<u>318,100</u>	<u>364,200</u>
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	22,514	23,356	21,200	24,600
5122 F.I.C.A. Social Security	19,695	20,338	19,700	22,600
5123 F.I.C.A. Medicare	4,606	4,757	4,600	5,300
5124 Health Insurance	41,413	-	-	-
5125 Dental Insurance	1,920	1,995	1,900	2,100
5126 Life Insurance	900	935	900	1,000
5127 Health Care Savings	5,312	4,304	5,700	4,700
5130 Cafeteria Plan Benefits	-	56,923	69,200	81,400
TOTAL	<u>96,360</u>	<u>112,608</u>	<u>123,200</u>	<u>141,700</u>
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	13	126	300	300
5201 Computer Supplies	3,939	8,327	12,100	14,000
5203 Paper, Stationary & Forms	165	516	300	300
5205 Safety & Training Materials	64	181	500	500
5212 Motor Fuels	2,358	2,565	1,400	2,800
5219 Other Miscellaneous Supplies	856	52	-	-
5240 Small Tools	221	357	200	600
5241 Small Equipment	6,168	2,353	2,900	4,200
5242 Survey Equipment and Supplies	-	5,132	4,600	5,100
5320 Data Services	-	-	500	800
5321 Telephone	1,221	1,548	1,100	1,000
5322 Postage	10	13	100	100
5331 Training Expenses	492	2,448	6,000	7,200
5335 Mileage Reimbursement - Local	50	114	100	200
5355 Printing and Copying	1,372	428	700	700
5356 Copier, Printer Lease & Supplies	-	2,934	3,900	4,000
5404 Equipment Maintenance/Repair	292	652	600	600
5409 Fleet Services Charges	3,124	3,359	1,500	3,000
5418 Vehicle/Equipment Lease	203	-	-	-
5433 Dues & Subscriptions	370	562	600	800
5435 Books & Pamphlets	-	-	200	200
5438 Licenses	-	-	-	300
5441 Other Services and Charges	3,266	3,047	2,500	12,800
5486 One Call System	2,870	2,953	2,600	2,900
TOTAL	<u>27,054</u>	<u>37,667</u>	<u>42,700</u>	<u>62,400</u>
1930 TOTAL - ENGINEERING	454,936	486,618	484,000	568,300

# City of Duluth Minnesota - 2014 Budget

## Customer Services

530-500-1940

Customer Accounts provides billing, collection of payments and account services for utility customers.

Expense Detail		2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES					
5100	Permanent Employees - Regular	247,370	236,596	248,100	240,900
5101	Permanent Employees - Overtime	2,851	3,374	2,500	2,500
5103	Temporary Wages	-	-	-	-
5118	Meal Allowance	9	34	-	-
	TOTAL	250,230	240,004	250,600	243,400
EMPLOYEE BENEFITS					
5121	P.E.R.A.	16,822	16,371	17,400	16,900
5122	F.I.C.A. Social Security	14,904	14,679	15,500	15,100
5123	F.I.C.A. Medicare	3,486	3,433	3,600	3,500
5124	Health Insurance	40,060	-	-	-
5125	Dental Insurance	1,945	1,828	1,900	1,800
5126	Life Insurance	912	857	900	800
5127	Health Care Savings	3,200	8,036	2,200	2,200
5130	Cafeteria Plan Benefits	-	45,258	60,800	63,300
	TOTAL	81,329	90,462	102,300	103,600
OPERATING EXPENSES					
5200	Office Supplies	5,242	1,408	1,200	1,200
5201	Computer Supplies	-	79	300	300
5203	Paper/Stationery	866	1,238	2,100	2,100
5212	Motor Fuel	516	677	700	700
5241	Small Equipment	1,118	1,074	1,200	1,000
5310	Contract Services	32,722	33,227	28,800	32,900
5321	Telephone	247	186	400	400
5322	Postage	40,636	38,577	43,300	43,300
5331	Training Expense	737	407	700	1,100
5339	Armored Pickup	1,053	1,157	1,100	1,100
5355	Printing & Copying	255	681	200	200
5356	Copier, Printer Lease & Supplies	-	469	400	400
5401	Building Repair & Maintenance	94	63	-	-
5404	Equipment Repair & Maintenance	2,586	1,983	3,200	2,800
5409	Fleet Services	448	866	600	600
5427	Credit Card Commission	12,038	14,951	11,200	12,300
5432	Uncollectible Accounts	16,347	(71,174)	25,000	25,000
5441	Other Services & Charges	15	647	800	800
	TOTAL	114,920	26,516	121,200	126,200
1940	TOTAL-CUSTOMER SERVICES	446,479	356,982	474,100	473,200

# City of Duluth Minnesota - 2014 Budget

## Utility Operations

530-500-1945

Utility Operations operates, maintains and monitors a system of pumping stations and pipelines to move wastewater to the WLSSD treatment plant. Cleaning and construction crews maximize the efficiency of the sanitary system through inspection, preventive maintenance, repairs and emergency response.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	957,049	1,049,134	883,600	978,500
5101 Permanent Employees - Overtime	111,499	100,756	140,000	130,000
5103 Temporary Wages	-	503	-	-
5118 Meal Allowance	287	2,461	2,000	2,000
<b>TOTAL</b>	<b>1,068,835</b>	<b>1,152,854</b>	<b>1,025,600</b>	<b>1,110,500</b>
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	72,170	80,187	63,100	69,900
5122 F.I.C.A. Social Security	64,199	70,082	63,500	68,700
5123 F.I.C.A. Medicare	15,015	16,474	14,800	16,100
5124 Health Insurance	144,146	-	-	-
5125 Dental Insurance	6,559	7,645	6,600	7,300
5126 Life Insurance	3,077	3,561	3,100	3,400
5127 Health Care Savings	11,478	18,897	9,600	22,500
5130 Cafeteria Plan Benefits	-	244,863	273,700	310,200
5141 Unemployment Compensation	497	-	-	-
<b>TOTAL</b>	<b>317,141</b>	<b>441,709</b>	<b>434,400</b>	<b>498,100</b>
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	8,664	6,800	2,000	2,000
5201 Computer Supplies	4,954	2,316	2,300	6,900
5205 Safety & Training Materials	12,739	3,695	4,000	4,000
5210 Plant Operations Supplies	11,839	4,404	20,900	22,900
5212 Motor Fuel	54,531	66,821	60,000	60,000
5215 Shop Materials	-	1,432	1,000	1,000
5218 Uniforms	5,246	4,109	6,100	5,700
5219 Other Miscellaneous Supplies	257	1,501	-	-
5220 Repair and Maintenance Supplies	14,493	22,756	13,300	12,800
5222 Paving Materials	33,142	6,534	13,000	17,000
5224 Gravel and other Mtc Materials	34,401	49,884	50,000	45,000
5227 Utility Maintenance Supply	2,940	126,939	48,500	67,000
5240 Small Tools	6,307	3,551	5,500	5,500
5241 Small Equipment	14,270	26,943	18,100	22,600
5310 Contract Services	10,478	20,447	27,500	19,000
5319 Other Professional Services	-	15,909	-	-
5320 Data Services	5,998	8,217	6,800	6,800
5321 Telephone	2,062	1,435	2,100	2,100
5331 Training Expense	17,020	14,703	15,700	15,700
5333 Freight/Delivery Charges	330	176	500	500
5335 Mileage Reimbursement	22,439	19,361	6,600	8,000
5355 Printing and Copying	3,481	8,147	1,500	2,000
5356 Copier, Printer Lease & Supplies	-	464	2,000	2,000
5381 Electricity	66,119	73,974	66,000	75,000
5382 Water, Gas & Sewer	12,265	10,246	16,000	14,000
5384 Refuse Disposal	14,031	23,199	13,700	14,400
5404 Equipment Maintenance/Repair	679	11,747	3,300	11,500
5409 Fleet Service Charges	102,368	109,079	110,000	100,000
5410 Fond Du Lac Grinder Pump	1,084	2,669	2,500	3,000
5415 Vehicle/Equipment Rental	1,601	731	3,000	3,000
5433 Dues and Subscriptions	782	122	500	500
5438 Licenses	533	477	400	500
5441 Other Services & Charges	14,921	28,210	8,000	8,500
5450 Laundry	10,242	11,237	6,500	6,700
5700 Transfer to General Fund	7,215	29,747	50,000	50,000
<b>TOTAL</b>	<b>497,431</b>	<b>717,982</b>	<b>587,300</b>	<b>615,600</b>
1945 TOTAL - UTILITY OPERATIONS	1,883,407	2,312,545	2,047,300	2,224,200

# City of Duluth Minnesota - 2014 Budget

## Wastewater Treatment

530-500-1965

Wastewater Treatment represents the treatment and flow charge from the Western Lake Superior Sanitary District. Services provided include the removal of phosphorous, biochemical oxygen demand and suspended solids to standards specified in a United States Environmental Protection Agency permit.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
5484 Western Lake Superior Sanitary District Srv Charge	8,520,657	8,504,062	8,820,600	8,656,300
5485 Western Lake Superior Sanitary District Testing	<u>222,455</u>	<u>221,620</u>	<u>221,600</u>	<u>218,800</u>
0575 TOTAL- SEWER TREATMENT	8,743,112	8,725,682	9,042,200	8,875,100

# City of Duluth Minnesota - 2014 Budget

## Inflow and Infiltration

530-500-1970

Inflow and infiltration is responsible for identifying sources of clear water that enter the wastewater collection system and for making recommendations for the removal of these sources. Grants are available to homeowners to disconnect foundation drains that contribute to excess water in the sanitary system and that may lead to property damage and water pollution.

Expense Detail		2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>					
5100	Permanent Employees - Regular	465,532	430,127	416,800	508,600
5101	Permanent Employees - Overtime	39,893	25,692	40,000	35,000
5103	Temporary Wages	-	476	-	-
5118	Meal Allowance	10	280	300	300
	<b>TOTAL</b>	<b>505,435</b>	<b>456,575</b>	<b>457,100</b>	<b>543,900</b>
<b>EMPLOYEE BENEFITS</b>					
5121	P.E.R.A.	34,413	30,651	29,300	35,600
5122	F.I.C.A. Social Security	30,886	28,917	28,300	33,700
5123	F.I.C.A. Medicare	7,223	6,765	6,600	7,900
5124	Health Insurance	50,423	-	-	-
5125	Dental Insurance	2,992	2,785	2,900	3,300
5126	Life Insurance	1,429	1,486	1,400	1,500
5127	Health Care Savings	4,135	3,701	3,800	4,700
5130	Cafeteria Plan Benefits	-	76,813	92,000	92,800
	<b>TOTAL</b>	<b>131,501</b>	<b>151,118</b>	<b>164,300</b>	<b>179,500</b>
<b>OPERATING EXPENSES</b>					
5200	Office Supplies	156	-	700	500
5201	Computer Supplies	-	-	500	500
5205	Safety & Training	-	-	300	400
5212	Motor Fuels	5,287	6,184	6,000	6,000
5218	Uniforms	416	213	1,700	1,500
5220	Repair & Maintenance Supplies	127	-	500	500
5227	Utility System Maintenance Supplies	-	-	1,600	1,600
5240	Small Tools	48	-	300	300
5241	Small Equipment	-	2,523	25,300	22,400
5320	Data Services	822	-	1,700	1,700
5321	Telephone	6,496	2,283	3,000	2,500
5322	Postage	571	717	500	500
5331	Training Expense	4,712	3,452	6,200	4,700
5335	Mileage Reimbursement	-	-	10,000	10,000
5355	Printing & Copying	-	951	1,500	1,000
5356	Copier, Printer Lease & Supplies	-	-	500	500
5404	Equipment Maintenance Repair	-	-	4,500	2,300
5409	Fleet Services	10,768	8,010	4,000	6,000
5441	Other Services and Charges	8,669	-	1,500	1,500
5450	Laundry	-	2,024	2,900	2,500
5482	Private Property Sewer Grants	821,963	1,213,307	1,280,000	1,248,000
	<b>TOTAL</b>	<b>860,035</b>	<b>1,239,664</b>	<b>1,353,200</b>	<b>1,314,900</b>
1970	<b>TOTAL INFLOW &amp; INFILTRATION</b>	<b>1,496,971</b>	<b>1,847,357</b>	<b>1,974,600</b>	<b>2,038,300</b>

# City of Duluth Minnesota - 2014 Budget

## Clean Water Fund

532

Estimated Income and Expense	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Operating Revenue	2,885,307	1,833,354	1,865,500	1,839,000
Non-Operating Revenue	4,457,943	2,389,571	2,401,600	400
	<u>7,343,250</u>	<u>4,222,925</u>	<u>4,267,100</u>	<u>1,839,400</u>
<b>EXPENSES</b>				
Supplies	-	-	-	-
Other Services & Charges	12,639	10,793	14,600	10,400
Depreciation/ Amortization	70,141	156,849	495,400	564,400
Grants & Awards	997,809	1,286,687	800,000	800,000
Improvements - Non-Capital	-	875	-	-
Debt Service - Interest	114,213	171,809	207,800	198,400
Debt Service - Other	1,705	1,816	1,700	2,100
	<u>1,196,507</u>	<u>1,628,829</u>	<u>1,519,500</u>	<u>1,575,300</u>
<b>ESTIMATED OPERATING INCOME (LOSS)</b>	<b>6,146,743</b>	<b>2,594,096</b>	<b>2,747,600</b>	<b>264,100</b>
Other Sources of Cash	71,845	158,665	497,100	566,500
Other Uses of Cash	(5,806,941)	(3,709,674)	(3,507,200)	(1,154,200)
Increase (Decrease) in Cash	<u>411,647</u>	<u>(956,913)</u>	<u>(262,500)</u>	<u>(323,600)</u>

## City of Duluth Minnesota - 2014 Budget

### Clean Water Fund Estimated Unrestricted Cash Balance

<u>OPERATING FUND</u>	<u>2013 Budget</u>	<u>2013 Projected</u>	<u>2014 Proposed</u>
ESTIMATED OPERATING INCOME (LOSS)	2,747,600	2,885,600	264,100
<u>Other Sources of Cash</u>			
Depreciation and Amortization	495,400	335,200	564,400
Bond Amortization	1,700	2,100	2,100
Total Other Sources of Cash	<u>497,100</u>	<u>337,300</u>	<u>566,500</u>
<u>Other Uses of Cash</u>			
Capital Grants	2,400,700	2,400,700	-
Capital Improvements from Current Revenues	-	52,700	-
Infrastructure Replacement	-	5,100	-
Bond Principal Payments	1,106,500	1,118,700	1,154,200
Total Other Uses of Cash	<u>3,507,200</u>	<u>3,577,200</u>	<u>1,154,200</u>
INCREASE (DECREASE) IN CASH	(262,500)	(354,300)	(323,600)
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - BEGINNING	<u>2,034,547</u>	<u>1,338,833</u>	<u>984,533</u>
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - ENDING	<u><u>1,772,047</u></u>	<u><u>984,533</u></u>	<u><u>660,933</u></u>

# City of Duluth Minnesota - 2014 Budget

## Clean Water Surcharge Fund

532

Revenue Detail		2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES					
4836	I & I Surcharge	52,273	14,290	30,000	14,000
4837	Clean Water Surcharge	2,833,034	1,819,064	1,835,500	1,825,000
	TOTAL	<u>2,885,307</u>	<u>1,833,354</u>	<u>1,865,500</u>	<u>1,839,000</u>
NON-OPERATING REVENUES					
4209	Federal Grants - Capital	-	1,050,680	-	-
4220	Minnesota Grants - Capital	4,457,016	1,337,951	2,400,700	-
4850	Earnings on Investments	927	940	900	400
	TOTAL	<u>4,457,943</u>	<u>2,389,571</u>	<u>2,401,600</u>	<u>400</u>
TOTAL REVENUE		7,343,250	4,222,925	4,267,100	1,839,400

# City of Duluth Minnesota - 2014 Budget

## Clean Water Surcharge Fund

532

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING EXPENSES				
5301 Auditing Services	2,916	4,499	2,200	3,000
5420 Depreciation	70,141	156,849	495,400	564,400
5427 Credit Card Commissions	1,969	2,514	2,400	2,400
5432 Uncollectible Accounts	7,754	3,780	10,000	5,000
5434 Grants & Awards	997,809	1,286,687	800,000	800,000
5535 Non-Capital Improvements	-	875	-	-
5611 Bond Interest	114,213	171,809	207,800	198,400
5622 Bond Amortization	1,705	1,816	1,700	2,100
TOTAL	1,196,507	1,628,829	1,519,500	1,575,300
NON-OPERATING EXPENSES				
5532 Capital Improvements-Bond	13,705,047	5,066,655	3,000,900	-
5533 Capital Improvements-Revenue	190,677	102,040	-	-
5536 Utility Infrastructure Replacement	49,573	2,188	-	-
TOTAL	13,945,297	5,170,883	3,000,900	-
TOTAL EXPENSES	15,141,804	6,799,712	4,520,400	1,575,300

# City of Duluth Minnesota - 2014 Budget

## Stormwater Fund

535

The Stormwater Fund accounts for the provision of stormwater sewer service to the citizens of Duluth as a self-supporting enterprise fund. Activities include the operation and maintenance of the City's stormwater sewer collection system.

The Stormwater utility was created mid 1998. The primary funding source is user charges to all residential and business property owners.

Estimated Income and Expense	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Stormwater Sewer Service	4,598,436	4,777,794	4,686,000	4,690,000
Miscellaneous Revenue	34,106	20,372	17,800	18,300
Non-Operating	105,898	69,252	700	6,000
	<u>4,738,440</u>	<u>4,867,418</u>	<u>4,704,500</u>	<u>4,714,300</u>
<b>EXPENSES</b>				
Personal Services	1,773,546	1,991,160	2,148,200	2,204,800
Supplies	247,979	325,930	243,800	255,600
Other Services and Charges	699,283	490,855	627,800	634,500
Utilities	36,859	40,498	38,700	39,600
Depreciation and Amortization	452,148	477,970	570,700	536,100
Improvements - Non-Capital	87,031	35,938	328,100	297,500
Debt Service - Interest	71,530	65,849	62,300	56,100
Bond Amortization	2,434	2,441	2,500	2,500
Transfers Out	647,185	498,792	346,800	336,000
	<u>4,017,995</u>	<u>3,929,433</u>	<u>4,368,900</u>	<u>4,362,700</u>
<b>ESTIMATED OPERATING INCOME (LOSS)</b>				
	720,445	937,985	335,600	351,600
Other Sources of Cash	506,831	1,007,354	573,200	539,200
Other Uses of Cash	(1,998,328)	(1,215,150)	(1,333,600)	(1,612,900)
Increase (Decrease) in Cash	<u>(771,052)</u>	<u>730,189</u>	<u>(424,800)</u>	<u>(722,100)</u>

# City of Duluth Minnesota - 2014 Budget

## Stormwater Fund Estimated Unrestricted Cash Balance

OPERATING FUND	2013 Budget	2013 Projected	2014 Proposed
ESTIMATED OPERATING INCOME (LOSS)	335,600	675,100	351,600
<u>Other Sources of Cash</u>			
Depreciation and Amortization	570,700	496,900	536,100
Bond Amortization	2,500	2,500	2,500
Due from Other Funds	-	21,200	-
Special Assessment Principal	-	600	600
Total Other Sources of Cash	<u>573,200</u>	<u>521,200</u>	<u>539,200</u>
<u>Other Uses of Cash</u>			
Due to Other Funds	-	62,100	-
Capital Improvements from Current Revenues	1,014,000	696,100	1,108,000
Capital Equipment Purchases	115,000	65,000	294,500
Bond Principal Payments	204,600	204,600	210,400
Total Other Uses of Cash	<u>1,333,600</u>	<u>1,027,800</u>	<u>1,612,900</u>
INCREASE (DECREASE) IN CASH	(424,800)	168,500	(722,100)
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - BEGINNING	<u>1,591,221</u>	<u>2,379,526</u>	<u>2,548,026</u>
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - ENDING	<u><u>1,166,421</u></u>	<u><u>2,548,026</u></u>	<u><u>1,825,926</u></u>

# City of Duluth Minnesota - 2014 Budget

## Stormwater Fund

535

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4636 Sale of Materials	2,895	4,545	1,500	3,000
4835 Stormwater Revenues	4,598,436	4,777,794	4,686,000	4,690,000
4802 Interest Earned on Customer Accounts	27,752	12,666	14,000	14,000
4805 Reimbursements	2,153	3,161	2,000	1,000
4809 Miscellaneous Operating Revenues	1,306	-	300	300
<b>TOTAL OPERATING REVENUE</b>	<b>4,632,542</b>	<b>4,798,166</b>	<b>4,703,800</b>	<b>4,708,300</b>
NON-OPERATING REVENUES:				
4210 Federal Grants - Capital	80,940	1,566	-	-
4210 Federal Grants - Operating	-	2,705	-	-
4850 Earnings on Investments	981	1,090	700	600
4851 Interest - Other Sources	538	643	-	500
4853 Gain/Loss - Sales of Fixed Assets	(1,621)	50,000	-	-
4854 Utility Assessments	25,060	8,328	-	-
4730 Tranfers from Enterprise Funds	-	4,920	-	4,900
<b>TOTAL NON-OPERATING REVENUES</b>	<b>105,898</b>	<b>69,252</b>	<b>700</b>	<b>6,000</b>
<b>TOTAL REVENUE</b>	<b>4,738,440</b>	<b>4,867,418</b>	<b>4,704,500</b>	<b>4,714,300</b>

# City of Duluth Minnesota - 2014 Budget

## Director's Office

535-500-1900

The Director's Office provides leadership and management for the Public Works and Utilities Department.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	42,272	51,225	58,500	76,700
5101 Permanent Employees - Overtime	338	612	500	500
TOTAL	42,610	51,837	59,000	77,200
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	2,987	3,531	4,100	5,400
5122 F.I.C.A. Social Security	2,618	3,069	3,700	4,800
5123 F.I.C.A. Medicare	612	727	900	1,100
5124 Health Insurance	3,431	-	-	-
5125 Dental Insurance	221	267	300	400
5126 Life Insurance	102	125	100	200
5127 Health Care Savings	533	2,072	500	700
5130 Cafeteria Plan Benefits	-	5,890	9,000	11,500
TOTAL	10,504	15,681	18,600	24,100
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	50	84	-	100
5241 Small Equipment	152	194	-	300
5321 Telephone	219	225	100	100
5331 Training Expense	-	-	300	500
5335 Mileage Reimbursement-Local	-	-	100	100
5336 Copier, Printer Lease & Spplies	-	-	100	-
5441 Other Services & Charges	102	1,401	-	-
TOTAL	523	1,904	600	1,100
1900 TOTAL - DIRECTOR'S OFFICE	53,637	69,422	78,200	102,400

# City of Duluth Minnesota - 2014 Budget

## Capital

535-500-1905

Capital expenditures support the infrastructure required to provide dependable collection and conveyance of stormwater. This includes the cost of depreciation and debt service.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING EXPENSES				
5420 Depreciation	452,148	477,970	570,700	536,100
5535 Improvements (Non-Capital)	87,031	35,938	328,100	297,500
5540 Equipment (Non-Capital)	2,928	-	-	-
5611 Bond Interest	71,530	65,849	62,300	56,100
5613 Interest from Amortization	(746)	(748)	(700)	(700)
5620 Fiscal Agent Fees	394	438	400	400
5622 Bond Amortization	3,180	3,189	3,200	3,200
TOTAL	<u>616,465</u>	<u>582,636</u>	<u>964,000</u>	<u>892,600</u>
NON-OPERATING EXPENSES				
5533 Capital Improvements - Revenue	1,229,640	612,870	1,014,000	1,108,000
5580 Capital Equipment	22,171	253,821	115,000	294,500
TOTAL	<u>1,251,811</u>	<u>866,691</u>	<u>1,129,000</u>	<u>1,402,500</u>
1905 TOTAL - CAPITAL	1,868,276	1,449,327	2,093,000	2,295,100

# City of Duluth Minnesota - 2014 Budget

## Utility General Expense

535-500-1915

This represents normal and routine department operating expenses that can be allocated to each utility fund. Examples include costs for safety and training, insurance and utilities.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	4,740	21,451	35,600	39,600
5101 Permanent Employees - Overtime	111	373	-	-
TOTAL	4,851	21,824	35,600	39,600
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	267	1,454	2,400	2,700
5122 F.I.C.A. Social Security	300	1,275	2,200	2,500
5123 F.I.C.A. Medicare	70	298	500	600
5124 Health Insurance	571	-	-	-
5125 Dental Insurance	38	179	300	300
5126 Life Insurance	18	85	100	200
5127 Health Care Savings	34	189	300	400
5130 Cafeteria Plan Benefits	-	3,159	7,300	8,700
5134 Other Post Retirement Benefits	7,677	137,298	-	-
5135 Retiree Health Insurance	2,529	11,623	29,700	10,300
5151 Worker's Compensation	1,800	2,100	600	7,500
TOTAL	13,304	157,660	43,400	33,200
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	87	-	500	500
5201 Computer Supplies/Software	9,883	15,581	16,400	16,900
5205 Safety & Training Materials	727	318	700	700
5211 Cleaning and Janitorial Supplies	2,954	908	2,200	2,700
5241 Small Equipment	3,010	2,056	500	700
5301 Auditing Services	598	418	1,000	1,000
5305 Medical Services/Testing Fees	400	440	400	400
5310 Contract Services	95,000	23,834	-	-
5319 Other Professional Services	-	450	-	-
5320 Data Services	7,707	8,321	8,700	9,300
5321 Telephone	4,644	4,339	4,500	4,500
5331 Training Expenses	1,039	4,495	1,400	1,500
5335 Mileage Reimbursement - Local	-	-	100	100
5336 Copier, Printer Lease & Spllies	-	2,688	2,300	4,700
5360 Insurance	2,200	3,100	-	-
5381 Electricity	12,049	11,679	10,400	10,400
5382 Water & Gas	7,286	5,696	11,200	11,900
5384 Refuse Disposal	5,883	8,542	5,400	5,600
5401 Building Repair & Maintenance	4,554	5,351	4,600	6,200
5404 Equipment Maintenance Repair	17	75	-	-
5418 Vehicle/Equipment Lease	4,887	-	-	-
5433 Dues and Subscriptions	1,625	-	-	-
5439 Special Projects	38,801	4,500	-	-
5441 Other Services and Charges	26,871	23,527	8,200	6,700
5450 Laundry	3,149	2,638	2,000	2,200
5493 Cost Allocation Charges	170,000	150,700	150,700	150,700
5700 Transfer to General Fund	5,300	-	-	-
5700 Transfer to Internal Service Funds	131,475	-	131,800	121,000
TOTAL	540,146	279,656	363,000	357,700
1915 TOTAL - UTILITY EXPENSE	558,301	459,140	442,000	430,500

# City of Duluth Minnesota - 2014 Budget

## Engineering

535-500-1930

Engineering provides engineering services including design, inspection and construction locates for the stormwater collection collection system.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	342,260	328,308	368,000	438,000
5101 Permanent Employees - Overtime	13,410	12,530	13,000	25,000
5103 Temporary Wages	16,815	1,957	4,500	4,500
TOTAL	372,485	342,795	385,500	467,500
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	24,170	23,950	26,200	31,500
5122 F.I.C.A. Social Security	21,873	20,481	23,900	29,000
5123 F.I.C.A. Medicare	5,115	4,790	5,600	6,800
5124 Health Insurance	47,043	-	-	-
5125 Dental Insurance	2,076	2,075	2,200	2,600
5126 Life Insurance	972	971	1,000	1,200
5127 Health Care Savings	5,581	4,418	6,400	5,800
5130 Cafeteria Plan Benefits	-	63,921	83,000	113,000
5141 Unemployment Compensation	-	546	-	-
TOTAL	106,830	121,152	148,300	189,900
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	13	126	300	300
5201 Computer Supplies	4,462	8,464	14,900	15,800
5203 Paper, Stationery and Forms	165	517	300	300
5205 Safety & Training Materials	221	111	400	400
5212 Motor Fuel	1,702	1,999	1,400	2,000
5219 Other Miscellaneous Supplies	298	52	-	-
5240 Small Tools	244	357	200	600
5241 Small Equipment	6,482	2,353	2,700	4,200
5242 Survey Equipment and Supplies	-	3,965	4,600	5,100
5303 Engineering Services	48,439	5,940	135,000	135,000
5310 Contract Services	-	-	5,000	5,000
5320 Data Services	-	-	500	1,200
5321 Telephone	417	1,496	800	1,600
5322 Postage	10	13	100	100
5331 Training Expenses	2,775	4,490	8,600	13,500
5335 Mileage Reimbursement	50	114	200	200
5355 Printing and Copying	550	-	300	5,800
5336 Copier, Printer Lease & Spplies	-	3,408	3,800	3,900
5404 Equipment Maintenance Repair	292	416	600	600
5409 Fleet Services	2,640	2,638	1,800	2,600
5418 Vehicle/Equipment Lease	203	238	-	-
5433 Dues and Subscriptions	1,155	369	400	900
5435 Books and Pamphlets	100	-	200	200
5438 Licenses	-	136	-	100
5441 Other Services and Charges	995	1,309	30,900	68,600
5486 One Call system	2,870	2,953	2,600	3,000
TOTAL	74,083	41,464	215,600	271,000
1930 TOTAL - ENGINEERING	553,398	505,411	749,400	928,400

# City of Duluth Minnesota - 2014 Budget

## Customer Services

535-500-1940

Customer Accounts provides billing, collection of payments and account services for utility customers.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	102,952	100,759	106,500	108,100
5101 Permanent Employees - Overtime	1,496	1,801	1,200	1,500
5103 Temporary Wages	-	-	-	-
5118 Meal Allowance	5	18	-	-
TOTAL	104,453	102,578	107,700	109,600
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	6,956	6,994	7,500	7,600
5122 F.I.C.A. Social Security	6,219	6,275	6,700	6,800
5123 F.I.C.A. Medicare	1,454	1,467	1,600	1,600
5124 Health Insurance	16,183	-	-	-
5125 Dental Insurance	780	768	800	800
5126 Life Insurance	365	360	400	400
5127 Health Care Savings	1,428	3,830	1,000	1,000
5130 Cafeteria Plan Benefits	-	19,270	25,800	28,000
TOTAL	33,385	38,964	43,800	46,200
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	2,497	660	600	600
5201 Computer Supplies	-	-	200	200
5203 Paper/Stationery	339	484	1,100	1,100
5241 Small Equipment	600	563	600	600
5310 Contract Services	17,048	18,818	15,000	17,200
5321 Telephone	174	100	200	200
5322 Postage	21,075	19,184	22,700	22,700
5331 Training Expense	386	212	400	600
5339 Armored Pickup	549	649	600	600
5355 Printing & Copying	100	380	100	100
5356 Copier, Printer Lease & Spplies	-	183	200	200
5401 Building Repair & Maintenance	94	85	-	-
5404 Equipment Repair & Maintenance	138	98	400	300
5427 Credit Card Commission	3,286	4,037	2,500	2,700
5432 Uncollectible Accounts	10,858	(16,441)	5,000	5,000
5441 Other Services & Charges	-	113	500	500
TOTAL	57,144	29,125	50,100	52,600
1940 TOTAL - CUSTOMER SERVICES	194,982	170,667	201,600	208,400

# City of Duluth Minnesota - 2014 Budget

## Utility Operations

535-500-1945

Utility Operations maximizes the efficiency of the stormwater system through inspection, cleaning, preventive maintenance and repairs.

Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>PERSONAL SERVICES</b>				
5100 Permanent Employees - Regular	758,282	766,626	863,400	787,900
5101 Permanent Employees - Overtime	87,929	78,483	90,000	80,000
5118 Meal Allowance	367	1,292	1,000	1,000
TOTAL	846,578	846,401	954,400	868,900
<b>EMPLOYEE BENEFITS</b>				
5121 P.E.R.A.	57,639	58,503	60,600	55,400
5122 F.I.C.A. Social Security	51,085	50,938	59,100	53,800
5123 F.I.C.A. Medicare	11,946	11,996	13,800	12,600
5124 Health Insurance	101,632	-	-	-
5125 Dental Insurance	5,068	5,331	6,200	5,800
5126 Life Insurance	2,369	2,517	2,900	2,700
5127 Health Care Savings	8,807	15,133	8,700	20,300
5130 Cafeteria Plan Benefits	-	147,850	200,600	198,000
TOTAL	238,546	292,268	351,900	348,600
<b>OPERATING EXPENSES</b>				
5200 Office Supplies	2,762	2,524	1,500	1,500
5201 Computer Supplies/Software	3,300	1,729	1,400	5,600
5205 Safety & Training Materials	3,820	1,568	3,100	2,300
5210 Plant Operating Supplies	6,396	2,709	12,000	9,500
5212 Motor Fuels	64,856	64,668	54,000	60,000
5218 Uniforms	1,276	1,421	4,100	4,100
5220 Repair and Maintenance Supplies	3,962	15,006	4,800	5,800
5222 Blacktop	28,203	6,013	12,000	12,000
5224 Gravel and Other Maintenance Materials	30,264	54,170	27,700	27,700
5227 Utility Maintenance Supplies	34,477	122,348	53,000	53,000
5240 Small Tools	1,964	422	5,000	3,600
5241 Small Equipment	29,885	14,560	17,600	17,400
5310 Contract Services	24,737	7,714	16,300	9,300
5320 Data Services	847	367	400	-
5321 Telephone	2,416	2,390	2,300	2,000
5322 Postage	-	-	200	200
5331 Training Expense	13,329	8,272	12,100	8,100
5333 Freight and Delivery Charges	-	-	300	300
5335 Mileage Reimbursement	14,153	14,404	15,000	10,000
5355 Printing & Copying	8,899	5,304	5,500	-
5336 Copier, Printer Lease & Spplies	-	120	500	500
5382 Water /Sewer/Gas	569	561	800	800
5384 Refuse Disposal	11,072	14,020	10,900	10,900
5404 Equipment/Maintenance Repair	9,803	4,800	6,300	6,000
5409 Fleet Services	123,089	125,130	100,000	100,000
5415 Vehicle/Equip Rent	14,639	25,088	7,000	7,000
5419 Other Rentals	2,124	-	-	-
5433 Dues and Subscriptions	550	550	1,000	400
5438 Licenses	-	-	500	500
5441 Other Services & Charges	273	60	31,100	3,400
5450 Laundry	8,013	8,778	6,000	6,000
5700 Transfer to General Fund	510,410	498,792	215,000	215,000
TOTAL	956,088	1,003,488	627,400	582,900
1945 TOTAL - UTILITY OPERATIONS	2,041,212	2,142,157	1,933,700	1,800,400

# City of Duluth Minnesota - 2014 Budget

## Street Lighting Fund

550

The Street Lighting Utility was created in 2009 as a self supporting enterprise fund to provide for the operation, maintenance and improvement of the street lighting and traffic control systems.

Estimated Revenues/Expenses	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>REVENUE</b>				
Operating Revenue	1,894,038	2,272,395	2,150,700	2,200,000
	<u>1,894,038</u>	<u>2,272,395</u>	<u>2,150,700</u>	<u>2,200,000</u>
<b>EXPENSE</b>				
Personal Services	393,154	389,757	422,400	443,000
Supplies	151,634	175,779	151,500	309,800
Other Services and Charges	60,142	125,926	190,500	182,200
Utilities	650,583	669,240	750,000	721,000
Depreciation	222,685	224,421	225,000	223,800
Transfers	-	41,000	-	41,000
	<u>1,478,198</u>	<u>1,626,123</u>	<u>1,739,400</u>	<u>1,920,800</u>
<b>ESTIMATED OPERATING INCOME / (LOSS)</b>	415,840	646,272	411,300	279,200
Other Sources of Cash	222,685	224,421	225,000	223,800
Other Uses of Cash	(108,456)	(142,036)	(450,000)	(529,500)
Increase (Decrease) in Cash	<u>530,069</u>	<u>728,657</u>	<u>186,300</u>	<u>(26,500)</u>

BUDGETED FTE'S	2011	2012	2013	2014
32 Traffic Operations Leadworker	1.0	1.0	1.0	1.0
30 Electrician	1.0	1.0	1.0	-
30 Signal Technician	2.0	2.0	2.0	3.0
22 Maintenance Worker	-	1.0	1.0	1.0
126 Information Technician	-	-	-	0.1
Division Total	4.0	5.0	5.0	5.1

# City of Duluth Minnesota - 2014 Budget

## Street Lighting Fund Estimated Unrestricted Cash Balance

OPERATING FUND	2013 Budget	2013 Projected	2014 Proposed
ESTIMATED OPERATING INCOME (LOSS)	411,300	489,200	279,200
<u>Other Sources of Cash</u>			
Depreciation and Amortization	225,000	223,600	223,800
Total Other Sources of Cash	<u>225,000</u>	<u>223,600</u>	<u>223,800</u>
<u>Other Uses of Cash</u>			
Due to Other Funds	-	4,700	-
Capital Improvements from Current Revenues	-	36,200	400,000
Capital Equipment Purchases	450,000	344,100	129,500
Total Other Uses of Cash	<u>450,000</u>	<u>385,000</u>	<u>529,500</u>
INCREASE (DECREASE) IN CASH	186,300	327,800	(26,500)
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - BEGINNING	<u>254,223</u>	<u>1,243,251</u>	<u>1,571,051</u>
ESTIMATED UNRESTRICTED CASH AND DEBT SERVICE CASH - ENDING	<u><u>440,523</u></u>	<u><u>1,571,051</u></u>	<u><u>1,544,551</u></u>

# City of Duluth Minnesota - 2014 Budget

## Street Lighting Fund

550

Revenue Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
OPERATING REVENUES:				
4838 Street Lighting Fee	1,873,843	2,140,481	2,134,700	2,136,000
4636 Sale of Scrap	3,888	615	-	1,000
4654 Other Reimbursements	10	28,011	10,000	15,000
4680 Damages or Losses Recovered	7,828	93,451	-	40,000
4802 Interest Earned	8,469	9,837	6,000	8,000
TOTAL OPERATING REVENUES	1,894,038	2,272,395	2,150,700	2,200,000
TOTAL REVENUE	1,894,038	2,272,395	2,150,700	2,200,000

# City of Duluth Minnesota - 2014 Budget

## Street Lighting Fund

550

Operating Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES				
5100 Permanent Employees - Regular	261,217	249,211	264,300	273,000
5101 Permanent Employees - Overtime	38,726	30,358	40,000	40,000
5103 Temporary Employees - Regular	-	-	-	-
TOTAL	299,943	279,569	304,300	313,000
EMPLOYEE BENEFITS				
5121 P.E.R.A.	20,590	19,851	21,600	19,400
5122 F.I.C.A. Social Security	17,671	16,912	18,900	19,400
5123 F.I.C.A. Medicare	4,133	3,955	4,400	4,500
5124 Health Insurance	45,895	-	-	-
5125 Dental Insurance	1,758	1,830	1,900	2,000
5126 Life Insurance	818	860	900	900
5127 Health Care Savings Plan	2,346	8,372	2,500	8,600
5130 Cafeteria Plan Benefits	-	58,408	67,900	75,200
TOTAL	93,211	110,188	118,100	130,000
OPERATING EXPENSES				
5200 Office Supplies	1,703	2,129	1,000	1,000
5201 Computer Supplies	2,781	135	500	500
5205 Safety & Training	1,750	1,935	1,500	1,500
5211 Cleaning/Janitorial Supplies	1,851	949	1,000	1,000
5212 Motor Fuels	6,970	7,883	35,000	12,000
5218 Uniforms	1,136	1,066	2,000	2,300
5219 Other Miscellaneous Supplies	2,272	7,092	2,500	3,000
5226 Sign & Signal Supplies	60,548	90,686	50,000	65,400
5230 Street Lighting Supplies	49,869	41,942	50,000	213,100
5240 Small Tools	6,544	10,550	4,000	4,000
5241 Small Equipment	16,210	11,412	4,000	6,000
5310 Contract Services	-	-	-	25,000
5319 Other Professional Services	-	-	15,000	15,000
5321 Telephone	876	2,156	700	2,000
5331 Travel/Training	1,767	3,489	1,000	1,500
5335 Mileage Reimbursement - Local	3,454	3,377	3,500	3,500
5381 Electricity	650,583	669,240	750,000	721,000
5389 Street Lighting	22,152	17,716	15,000	18,000
5401 Bldg/Structure Repair & Maintenance	43	924	1,000	1,000
5404 Equipment Repair & Maintenance	315	-	500	500
5409 Fleet Service Charges	23,696	28,904	50,000	45,000

# City of Duluth Minnesota - 2014 Budget

## Street Lighting Fund

550

Operating Expense Detail	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
<b>Street Lighting Fund 550 - continued</b>				
5415 Equipment Rental	-	185	500	500
5420 Depreciation	222,685	224,421	225,000	223,800
5432 Uncollectible Accounts	5,164	6,229	-	6,000
5433 Dues & Subscriptions	80	80	100	100
5435 Books	-	-	100	100
5438 Licenses	79	75	200	200
5441 Other Services & Charges	1,234	2,345	1,000	2,900
5450 Laundry	1,282	1,446	1,900	1,900
5493 Cost Allocation	-	59,000	100,000	59,000
5700 Interfund Transfers Out	-	41,000	-	41,000
TOTAL	<u>1,085,044</u>	<u>1,236,366</u>	<u>1,317,000</u>	<u>1,477,800</u>
TOTAL OPERATING EXPENSES	1,478,198	1,626,123	1,739,400	1,920,800
NON-OPERATING EXPENSES				
5533 Capital Improvements - Revenue Financing	-	-	300,000	400,000
5580 Capital Equipment	<u>32,077</u>	<u>119,913</u>	<u>150,000</u>	<u>129,500</u>
TOTAL NON-OPERATING EXPENSES	32,077	119,913	450,000	529,500
TOTAL STREET LIGHT UTILITY	1,510,275	1,746,036	2,189,400	2,450,300

# City of Duluth Minnesota - 2014 Budget

## Internal Service Funds

### Funds

Self Insurance - Workers Comp  
 Self Insurance - Liability  
 Medical Health Fund  
 Dental Health Fund  
 Fleet Services

Internal Service funds account for financing of goods or services provided by one department to other departments of the City, or to other governmental units, on a cost reimbursement basis.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	10,907,638	8,670,137	8,507,569	7,460,969
REVENUES				
Participation from Other Funds	18,552,131	11,106,225	20,893,000	22,035,366
Charges for Services	3,602,574	4,452,600	3,944,300	4,118,100
Miscellaneous	<u>2,589,246</u>	<u>3,243,605</u>	<u>3,519,400</u>	<u>2,226,881</u>
TOTAL REVENUES	<u>24,743,951</u>	<u>18,802,430</u>	<u>28,356,700</u>	<u>28,380,347</u>
EXPENSES				
Personal Services	1,848,588	1,898,721	2,219,600	2,030,700
Other Expenditures	4,291,233	4,952,985	4,561,600	4,656,373
Claims	<u>20,841,631</u>	<u>12,113,292</u>	<u>22,622,100</u>	<u>22,276,655</u>
TOTAL EXPENSES	<u>26,981,452</u>	<u>18,964,998</u>	<u>29,403,300</u>	<u>28,963,728</u>
FUND BALANCE - DECEMBER 31	8,670,137	8,507,569	7,460,969	6,877,588

# City of Duluth Minnesota - 2014 Budget

## Self Insurance - Worker's Compensation

605

Accounts for the payment of worker's compensation claim expenses of injured employees. It is a self-insured plan administered for the City by an outside agency.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	1,094,083	1,347,819	1,732,424	1,359,824
REVENUES				
Transfer from City Funds:				
General	700,000	700,000	500,000	500,000
Public Utility	418,400	243,300	170,800	130,500
Spirit Mountain	8,810	-		
Duluth Airport	27,855	-		
Other Reimbursements	96,819	155,992	50,000	50,000
TOTAL REVENUES	<u>1,251,884</u>	<u>1,099,292</u>	<u>720,800</u>	<u>680,500</u>
EXPENSES				
Personal Services	313,154	325,059	407,400	368,700
Claims:				
Worker's Compensation	388,681	97,370	378,200	345,600
Other Services and Charges	296,313	292,258	307,800	302,900
TOTAL EXPENSES	<u>998,148</u>	<u>714,687</u>	<u>1,093,400</u>	<u>1,017,200</u>
FUND BALANCE - DECEMBER 31	1,347,819	1,732,424	1,359,824	1,023,124

# City of Duluth Minnesota - 2014 Budget

## Self Insurance - Liabilities

610

Accounts for the payment of sundry insurance premiums and loss control activities, as well as the settlement of various claims, judgments and lawsuits against the City of Duluth.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	1,316,033	1,816,621	1,864,524	1,474,124
REVENUES				
Transfer from City Funds:				
General	400,000	400,000		150,000
Public Utility	708,200	294,300	268,800	225,100
Duluth Steam	3,166	2,912	2,900	3,100
Spirit Mountain	20,667	-	21,800	21,820
Duluth Airport	58	-	100	100
DEDA	20,655	21,754	21,800	20,500
Other Reimbursements	30,977	32,154		
TOTAL REVENUES	1,183,723	751,120	315,400	420,620
EXPENSES				
Claims: Liability	391,193	423,238	391,500	385,900
Property/Boiler Insurance	110,494	112,588	104,400	108,000
Other Services and Charges	181,448	167,391	209,900	207,200
TOTAL EXPENSES	683,135	703,217	705,800	701,100
FUND BALANCE - DECEMBER 31	1,816,621	1,864,524	1,474,124	1,193,644

# City of Duluth Minnesota - 2014 Budget

## Medical Health Fund

630

Accounts for health care activities of the City's Joint Powers Enterprise self-insurance plan. Health care costs for retired and active employees of the city and participating city authorities are paid from this fund. The fund is financed by employer and employee premiums as specified in the various collective bargaining agreements. Plan oversight including premium rate setting is provided by the Joint Powers Enterprise Board of Trustees.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	7,656,073	4,876,328	4,041,835	4,045,935
REVENUES				
City Employer/Employee Premiums	15,925,200	9,120,839	19,573,800	20,661,246
Sub-Group Employer/Employee Premiums	1,294,637	1,472,544	1,603,600	1,722,881
Miscellaneous	733,055	1,125,553	1,448,800	0
TOTAL REVENUES	<u>17,952,892</u>	<u>11,718,936</u>	<u>22,626,200</u>	<u>22,384,127</u>
EXPENSES				
Personal Services	250,000	255,000	405,000	255,000
Claims	19,453,643	10,953,267	21,097,300	20,836,855
Other Services and Charges	1,028,994	1,345,162	1,119,800	1,275,373
TOTAL EXPENSES	<u>20,732,637</u>	<u>12,553,429</u>	<u>22,622,100</u>	<u>22,367,228</u>
FUND BALANCE - DECEMBER 31	4,876,328	4,041,835	4,045,935	4,062,834

# City of Duluth Minnesota - 2014 Budget

## Dental Health Fund

633

To account for the collection of premiums and the payment of dental costs for employees of the City of Duluth and various outside agencies.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	307,435	403,689	492,040	435,140
REVENUES				
Transfer from City Funds	319,120	323,120	333,000	323,000
Sub-Groups	69,258	69,138	65,000	69,000
Miscellaneous	364,500	388,224	352,000	385,000
TOTAL REVENUES	<u>752,878</u>	<u>780,482</u>	<u>750,000</u>	<u>777,000</u>
EXPENSES				
Claims	608,114	639,417	755,100	708,300
Other Services and Charges	48,510	52,714	51,800	51,800
TOTAL EXPENSES	<u>656,624</u>	<u>692,131</u>	<u>806,900</u>	<u>760,100</u>
FUND BALANCE - DECEMBER 31	403,689	492,040	435,140	452,040

# City of Duluth Minnesota - 2014 Budget

## Fleet Services

660

This internal service fund accounts for the cost to repair and maintain all vehicles and various equipment for operating departments within the general fund and the enterprise funds.

	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
FUND BALANCE - JANUARY 1	534,014	225,680	376,746	145,946
REVENUES				
Fleet Services				
General Fund	2,632,199	3,330,053	2,925,000	3,070,200
Parks Fund		9,015	7,500	9,500
Golf Fund	68,996	72,434	60,000	65,000
Parking Fund	1,151	3,161	11,000	22,000
Water and Gas	497,875	603,317	514,400	544,900
Sewer	179,400	197,562	184,200	179,100
Stormwater	192,286	194,436	157,200	164,600
Street Light Utility	30,667	36,787	85,000	57,000
Other		5,835		5,800
TOTAL REVENUES	3,602,574	4,452,600	3,944,300	4,118,100
EXPENSES				
Personal Services	981,003	956,576	1,019,700	1,001,100
Benefits	304,431	362,086	387,500	405,900
Other Expenses	2,625,474	2,982,872	2,767,900	2,711,100
Capital Outlay				
TOTAL EXPENSES	3,910,908	4,301,534	4,175,100	4,118,100
FUND BALANCE - DECEMBER 31	225,680	376,746	145,946	145,946
BUDGETED FTE'S				
1115 Manager, Maintenance Operations	0.2	0.2	0.25	0.25
1050 Mgr, Maintenance & Supply	1	1	1	1
133 Budget Analyst	0.2	0.2	0.25	0.1
32 Fleet Services Leadworker	2	2	2	2
28 Mechanic	5	6	6	6
28 Welder	2	2	2	2
27 Storekeeper	1	1	1	1
27 Industrial Equipment Technician	1	1	1	1
25 Equipment Maintenance Spec	2	2	2	2
24 Assistant Storekeeper	2	2	2	2
22 Maintenance Worker	1	1	1	1
Division Total	17.4	18.4	18.5	18.35

# City of Duluth Minnesota - 2014 Budget

## Fleet Services

660-015

EXPENSE DETAIL	2011 Actual	2012 Actual	2013 Budget	2014 Proposed
PERSONAL SERVICES				
5100 Permanent Employees - Regular	955,673	940,412	999,700	981,100
5101 Permanent Employees - Overtime	25,330	16,164	20,000	20,000
5103 Temporary Employees - Regular	-	-	-	-
TOTAL	981,003	956,576	1,019,700	1,001,100
5121 P.E.R.A.	65,454	62,555	71,600	69,400
5122 F.I.C.A. Social Security	58,680	57,561	63,200	62,100
5123 F.I.C.A. Medicare	13,723	13,462	14,800	14,500
5124 Health Insurance	144,122	-	-	-
5125 Dental Insurance	6,682	6,678	7,100	7,100
5126 Life Insurance	4,095	4,295	3,300	3,300
5127 Health Care Savings Plan	11,675	30,840	10,000	9,200
5130 Cafeteria Plan Benefits	-	186,695	217,500	240,300
TOTAL	304,431	362,086	387,500	405,900
OTHER EXPENDITURES				
5200 Office Supplies	3,572	2,693	4,000	4,000
5201 Computer Supplies/Software	3,025	-	5,000	4,000
5205 Safety & Training Materials	668	2,369	4,000	4,000
5210 Plant/Operating Supplies	18,206	22,752	16,000	16,000
5212 Motor Fuel	1,319,638	1,407,999	1,295,000	1,320,700
5215 Shop Materials	10,983	13,982	13,000	13,000
5219 Other Miscellaneous Supplies	6,157	5,654	10,000	10,000
5221 Equipment Repair Supplies	872,322	1,152,125	950,400	922,900
5240 Small Tools	6,314	6,167	7,000	10,000
5241 Small Equipment	4,676	1,410	5,000	2,000
5405 Medical Services/Testing Fees	-	-	500	500
5319 Other Professional Services	202	4,020	1,500	1,500
5320 Data Services	4,488	4,491	5,000	5,000
5321 Telephone	1,176	709	500	500
5334 Training Expense	1,078	2,104	4,500	8,000
5335 Mileage Reimbursement	320	-	2,000	2,000
5381 Electricity	16,816	14,491	15,000	15,800
5382 Water, Gas and Sewer	12,928	11,170	15,000	15,000
5384 Refuse Disposal	1,642	594	2,000	2,000
5401 Building Structure Repair	31,395	1,002	10,500	6,000
5404 Equipment Repair & Maintenance	93,799	115,203	125,500	125,500
5418 Vehicle/Equipment Lease	3,807	3,947	4,000	4,000
5419 Other Rental	-	-	1,500	1,500
5420 Depreciation	68,439	65,099	65,800	55,000
5438 Licenses	1,093	8,000	4,000	9,000
5441 Other Services and Charges	17,815	11,419	30,000	27,000
5450 Laundry	14,171	16,874	14,000	18,000
5493 Cost Allocation Charges	108,200	108,200	108,200	108,200
5604 Capital Lease Principle	-	-	47,200	-
5615 Capital Lease Interest	2,544	398	1,800	-
TOTAL	2,625,474	2,982,872	2,767,900	2,711,100
TOTAL EXPENSES	3,910,908	4,301,534	4,175,100	4,118,100