



**CITY OF NEWPORT
REGULAR COUNCIL MEETING
NEWPORT CITY HALL
December 2, 2021 – 5:30 P.M.**

MAYOR: Laurie Elliott
COUNCIL: Kevin Chapdelaine
Tom Ingemann
Marvin Taylor
Rozlyn Johnson

City Administrator: Deb Hill
Supt. of Public Works: Bruce Hanson
Fire Chief: Steven Wiley
Asst. to the City Admin: Travis Brierley
Law Enforcement (WCSO): Bill Harrell

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. PUBLIC COMMENTS - Visitors may share their concerns with the City Council on any issue, which is not already on the agenda, under Public Comments. Please give your name, address and your concern or comments. Each person will have 3 minutes to speak. Your comments must be addressed exclusively to the Mayor and City Council, not to any individual Council or staff member. The Mayor reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. All comments will be taken under advisement by the Council. No action will be taken at this time.
6. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
 - A. Minutes- October 21, 2021 Regular Council
 - B. Minutes- October 21, 2021 Council Workshop
 - C. Minutes- November 4, 2021 Regular Council
 - D. Minutes- November 4, 2021 Council Workshop
 - E. List of Bills- \$645,068.96
7. PRESENTATIONS
 - A. Ideal Energies
8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT
9. FIRE CHIEF'S REPORT
10. ENGINEER'S REPORT

11. SUPERINTENDENT OF PUBLIC WORKS REPORT

- A. City Hall Change Order- City Council Chambers

12. ADMINISTRATOR'S REPORT

- A. Public Hearing (6:00pm) Truth In Taxation
- B. **Resolution No. 2021-45-** City Budget 2022
- C. FEMA
 - 1. **Resolution No. 2021-44-** Authorizing Sub Grant Agreement
 - 2. Commitment of Funds

13. MAYOR AND COUNCIL REPORTS

14. ADJOURNMENT



**CITY OF NEWPORT
REGULAR COUNCIL MEETING MINUTES
NEWPORT CITY HALL
October 21, 2021**

1. CALL TO ORDER

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on October 21, 2021.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present (5): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, Council Member Marvin Taylor, and Council Member Rozlyn Johnson.

Not Present (0): None.

4. ADOPT AGENDA

Member Ingemann motioned to adopt the agenda. Seconded by Member Chapdelaine. Approved 5-0.

5. PUBLIC COMMENTS

Bill Sumner, residing at 737 21st Street, addressed the Council. Mr. Sumner stated the Red Cross is still in need of blood donations. He learned about the organization, Locks of Love, where you can donate hair that is at least 10 inches long and encouraged others to donate if they can. Mr. Sumner thanked Council Member Chapdelaine for his hard work with the 3M water project. Mr. Sumner was thankful for the new trees that were planted on Hastings Avenue.

6. ADOPT CONSENT AGENDA

- A. Minutes-** October 7, 2021 Regular Council
- B. Minutes-** October 7, 2021 Council Workshop
- C. Sewer/Water Billing**
- D. List of Bills-** \$1,785,030.82
- E. Financial Report-** September 2021

Member Chapdelaine motioned to adopt the Consent Agenda. Seconded by Member Johnson. Approved 5-0.

7. PRESENTATIONS

A. South Washington County Schools

Julie Nielsen, Superintendent of South Washington County Schools, addressed the Council. Ms. Nielsen gave a presentation regarding the two questions residents will see on the November 2nd ballot. The first is the operating levy which will provide funds for classrooms, instruction, and other school operating costs. The second is the capital projects levy for improved instructional technology, tech support staff, maintenance and support for students and staff devices and enhanced technology infrastructure. The tax impact for an average home value for the operating levy is approximately \$13.16 per month and the tax impact for the capital projects levy is approximately \$4.16 per month.

8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

Washington County Sheriff Deputy Sergeant Bill Harrell reminded everyone to slow down and be extra cautious on October 31st to keep all the trick-or-treaters safe.

9. FIRE CHIEF'S REPORT

None.

10. ENGINEER'S REPORT

City Engineer Jon Herdegen stated he has nothing formal to report. He attended the SG-1 3M Settlement group meeting. During this meeting, they went over questions for the grant application process.

11. SUPERINTENDENT OF PUBLIC WORKS REPORT

A. Payment Application #9- H&U \$354,979.82

Superintendent of Public Works Bruce Hanson stated there is a payment request from H+U for the new City Hall in the amount of \$354,979.82. Mayor Elliott inquired about the invoice on page 98 for Premium Waters. Superintendent Hanson stated the invoice we are paying is for \$23.49 and believes it is just for water.

Superintendent Hanson stated the new City Hall is moving along. They hope to have the first lift blacktop by November 1st.

Member Chapdelaine motioned to approve Payment Application No. 9 in the amount of \$354,979.82 to H+U. Seconded by Member Johnson. Approved 5-0.

12. ADMINISTRATOR'S REPORT

A. Minor Subdivision- 675 10th St

1. Resolution No 2021-43- Minor Subdivision 675 10th St

City Planner Nathan Fuerst stated the city received a request for a minor subdivision at 675 10th Street. The zoning is R-1, and the future land use is single family. The parcel is about a half-acre in size the proposal is to split into two parcels that would be approximately 10,300 square feet each. Parcel two currently has accessory structures that are considered legal non-conforming. Both parcels will need to meet the 35% maximum impervious surface and building height maximum of 35 feet. The applicant is responsible for the parkland dedication. The Planning Commission discussed this item and held a public hearing. There was one comment from a resident who was in support of this request. The Planning Commission voted unanimously to recommend Council to approve this minor subdivision. Staff recommends approval with the conditions presented.

Member Ingemann motioned to adopt Resolution No 2021-43 to approve the Minor Subdivision at 675 10th Street. Seconded by Member Johnson. Approved 5-0.

13. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated the park survey phone calls started last week and they will continue to make calls until they survey 250 residents at random. Mayor Elliott encouraged residents to participate if they receive a call as their input is very important to the city.

Member Taylor stated he attended the Planning Commission meeting. They discussed the minor subdivision as well as the residential parking ordinance. There was a public hearing for the parking ordinance and several residents spoke out. The Planning Commission decided they need more time and will continue working on the parking ordinance.

Member Johnson reminded residents to reserve their pumpkin for Halloween at the library.

Member Chapdelaine stated the new 3M drinking water facilities that will be built will not have the soft water treatment component from the settlement funds that he was hoping for. It would take a commitment from the communities to add that component. Woodbury is looking into the soft water component and the cost estimate is 100 million dollars. Member Chapdelaine stated the Newport overlooks are being replanted. Bob Vogel is working on a grant proposal to get signs depicting the historical relevance at each overlook.

14. POTENTIAL CITY LAND PURCHASE/SALE and/or LITIGATION (This portion of the City Council meeting may be closed under MN Statute Section 13D.05)

A. 596 7th Ave

Member Ingemann motioned to close the City Council Meeting under MN Statute 13D.05. Seconded by Member Chapdelaine. Approved 5-0.

Mayor Elliott closed the City Council Meeting at 6:08 p.m. on October 21, 2021.

Member Chapdelaine motioned to open the City Council Meeting. Seconded by Member Johnson. Approved 5-0.

Mayor Elliott opened the City Council Meeting at 6:25 p.m. on October 21, 2021.

15. ADJOURNMENT

Member Chapdelaine motioned to adjourn the City Council Meeting. Seconded by Member Johnson. Approved 5-0.

The City Council Meeting was adjourned at 6:26 p.m. on October 21, 2021.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor



**CITY OF NEWPORT
REGULAR CITY COUNCIL WORKSHOP MINUTES
NEWPORT CITY HALL
October 21, 2021**

1. CALL TO ORDER

Mayor Elliott called the City Council Workshop to order at 6:29 p.m. on October 21, 2021.

2. ROLL CALL

Present (5): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, Council Member Marvin Taylor, and Council Member Rozlyn Johnson.

Not Present (0): None.

3. WEBSITE REDESIGN

The Council reviewed the three presentations that were given on October 19th, 2021, for the website redesign. The presentations were given by Proudcity, Revize, and Planeteria. The Council discussed and the consensus was to move forward with Revize for the Website redesign for Newport. The Council directed City Administrator Deb Hill to reach out to Revize to discuss a contract and how to proceed.

4. FUTURE AGENDA ITEMS

Mayor requested that the Committee Commission and Board minutes be placed on the Consent Agenda after they are approved by their respected board members.

5. ADJOURNMENT

Mayor Elliott adjourned the City Council Workshop at 6:52 p.m. on October 21, 2021.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor



**CITY OF NEWPORT
REGULAR COUNCIL MEETING MINUTES
NEWPORT CITY HALL
November 4, 2021**

1. CALL TO ORDER

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on November 4, 2021.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present (4): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, and Council Member Marvin Taylor.

Not Present (1): Council Member Rozlyn Johnson

4. ADOPT AGENDA

Member Ingemann motioned to adopt the agenda. Seconded by Member Chapdelaine. Approved 4-0.

5. PUBLIC COMMENTS

Bill Sumner residing at 737 21st Street, addressed the Council. Mr. Sumner informed residents that the Stone Soup Thrift Shop has changed names to Basic Needs of South Washington County and is moving to Cottage Grove. Mr. Sumner encouraged residents to continue supporting this organization.

6. ADOPT CONSENT AGENDA

- A. Minutes-** October 19, 2021 Special Council
- B. Parks Board Minutes**
- C. Revize Website Redesign Contract**
- D. Gambling Application-** Cottage Grove Ducks Unlimited
- E. List of Bills-** \$152,811.86

Member Chapdelaine motioned to adopt the Consent Agenda. Seconded by Member Ingemann. Approved 4-0.

7. PRESENTATIONS

A. Leatherman- Parks Survey

Peter Leatherman presented the results from the parks survey. Mr. Leatherman explained to Council they spoke to 250 random households in the City of Newport and went over the demographics of those surveyed. The survey was conducted over the phone from October 13th – October 22nd. Residents were asked if they have used individual parks, city trails, and ice rinks. Of the residents who did not use our parks, the main reason was they were not aware of them. Of the residents who used the parks, they were asked what improvement you would make, and the majority stated updating playground equipment. When asked if residents would support city funding for various amenities, the highest support was for modernize playground equipment and construction of a dog park. The study found that our community prefers passive or non-organized recreational activities. The study also found that resident's main source of information comes from the city website and the city newsletter. Council agrees the data gathered from this survey will be helpful in guiding the plans to update the parks.

B. Employee Recognition

- 1. Steve Wiley 35 years**
- 2. Steve Lanz 15 years**
- 3. Neil Wood 15 years**
- 4. Deb Hill 10 years**

Mayor Elliott thanked Fire Chief Steve Wiley, Firefighters Steve Lanz and Neil Wood, and City Administrator Deb Hill for their years of service and their commitment to our community.

8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

None.

9. FIRE CHIEF'S REPORT

Fire Chief Steve Wiley stated the Newport Fire Department food and toy drive, which supports the Friends in Need food shelf, will be held on Sunday, December 5.

10. ENGINEER'S REPORT

None.

11. SUPERINTENDENT OF PUBLIC WORKS REPORT

Assistant Superintendent of Public Works Matt Yokiell gave an update on the new City Hall / Public Safety Building. Assistant Yokiell stated they are paving the parking lot today. There is also concrete being poured inside the building and drywall is going up.

12. ADMINISTRATOR'S REPORT

None.

13. MAYOR AND COUNCIL REPORTS

Mayor Elliott thanked the residents who participated in the Park Survey. Washington County is offering free parking at county parks on the Friday after Thanksgiving. The library will be hosting outdoor family story time this winter. They will be at the Newport Library at 10:00 a.m. on the third Monday of the month and will be at Loveland Park on the fourth Monday of the month. There is a new garden project, Girls for Good, that started from the girl scout troop 58010. This garden is located west of Tinucci's secondary parking lot and north of Newport Collision. This garden is ADA accessible, and all the produce goes to Basic Needs. They will have a ribbon cutting this Sunday at 3:00 p.m. for anyone that would like to attend.

Member Ingemann stated the Cable Commission discussed their budget and the RDF did not have a meeting this month.

Member Taylor stated he attended the Redrock Corridor Commission meeting. Member Taylor and Member Ingemann attended the Volunteer appreciation dinner where they recognized Maria Bonilla as the volunteer of the year.

14. ADJOURNMENT

Member Chapdelaine motioned to adjourn the City Council Meeting. Seconded by Member Ingemann. Approved 4-0.

The City Council Meeting was adjourned at 6:31 p.m. on November 4, 2021.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor



**CITY OF NEWPORT
REGULAR CITY COUNCIL WORKSHOP MINUTES
NEWPORT CITY HALL
November 4, 2021**

1. CALL TO ORDER

Mayor Elliott called the City Council Workshop to order at 6:36 p.m. on November 4, 2021.

2. ROLL CALL

Present (4): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, and Council Member Marvin Taylor.

Not Present (1): Council Member Rozlyn Johnson.

3. 10th STREET STORMWATER MODELLING

City Engineer Jon Herdegen stated there are four parcels between 10th Street and 9th Street that may be sold as individual lots and there is concern about stormwater management. Specifically, if the lots are developed individually, there will be limited opportunity to implement effective stormwater management. Member Chapdelaine stated in the past when there were discussions about developing this property collectively, the thought was to build three homes and use the fourth lot for stormwater retention. Council discussed Engineer Herdegen should reach out to the Watershed District as maybe they can help since they are currently working on a project on 10th Street.

4. 2021 CITY BUDGET

City Administrator Deb Hill stated the preliminary levy was set to 2% and there are a few updates to the city budget. Our health insurance increase is 2.71% and our dental insurance increase is 0%. The equipment CIP removed a \$40,000 vehicle since it had low usage and increased the transfer from the general fund. Staff received an updated CIP plan from the county and found the estimate for the trail at Maxwell to 7th Avenue has increased by \$50,000. Even with these extra transfers, the fund balance to expenditure ratio is 66%, which is very good. Council discussed and agreed we should keep the 2% levy and continue to spend wisely.

5. FUTURE AGENDA ITEMS

Administrator Hill stated future agenda items include a presentation from Ehlers on our financial management plans, closed meeting for the sale of City Hall, updated agreement for Ten-E Packaging billing, and the truth in taxation final levy.

6. ADJOURNMENT

Mayor Elliott adjourned the City Council Workshop at 7:20 p.m. on November 4, 2021.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor

Recurring

1774e	HEALTHPARTNERS	10-Nov-21	\$10,647.65 Health insurance
1775e	COMCAST	17-Nov-21	\$715.83 Phone Rental & Service
1776e	DELTA DENTAL OF MN	17-Nov-21	\$983.49 Dental Insurance
1777e	UNITED STATES TREASURY	17-Nov-21	\$8,503.53 SS, Federal, & Medicare
1778e	FURTHER	17-Nov-21	\$618.45 HAS
1779e	UNUM	17-Nov-21	\$489.90 Long-term & Life
1780e	MN REVENUE	17-Nov-21	\$1,422.73 State Taxes
1781e	MSRS	17-Nov-21	\$3,741.50 HCSP & Voluntary retirement
1782e	COMCAST	24-Nov-21	\$176.14 Library cable & internet
24171	ANCHOR SOLAR INVESTMENTS, LL	18-Nov-21	\$358.02 Solar leasing
24172	H & U CCONSTRUCTION	18-Nov-21	\$474,906.07 City Hall / Public Safety
24173	KAREN MOE	18-Nov-21	\$14.15 Tax and Pera Uniform Allowance
24174	LUKE NGUYEN	18-Nov-21	\$1,357.90 Refund of overpayment of final water bill
24175	PERA	18-Nov-21	\$4,900.68 Retirement
24176	XCEL ENERGY	18-Nov-21	\$1,211.20 Natural Gas & Electricity
24177	NCPERS GROUP LIFE INS.	24-Nov-21	\$32.00 Addt. Life insurance
24178	VERIZON	24-Nov-21	\$424.43 Cell phones & hot spots
24179	XCEL ENERGY	24-Nov-21	\$8,714.38 Electricity and Natural Gas
		Staff	\$22,432.00

Non-recurring

24180	MATT YOKIEL	24-Nov-21	\$680.00 Tuition reimbursement
24181	ALLIANCE PARTS	02-Dec-21	\$110.82 Engine 2 Fire
24182	BAUER BUILT, INC	02-Dec-21	\$189.80 Tire for truck 1212
24183	BECKER FIRE AND SAFETY SERVIC	02-Dec-21	\$606.60 Extinguisher Certification
24184	BOLTON & MENK, INC.	02-Dec-21	\$2,215.50 City Planning
24185	COMMERCIAL ASPHALT CO.	02-Dec-21	\$202.41 MV4 Asphalt
24186	CITY OF COTTAGE GROVE	02-Dec-21	\$16,530.16 Sealant Streets
24187	EHLERS	02-Dec-21	\$2,550.00 Updated Financial Management Plan
24188	FERGUSON WATERWORKS #2516	02-Dec-21	\$184.16 Repair clamp for water main
24189	FRIENDS IN NEED FOOD SHELF	02-Dec-21	\$250.00 Donation
24190	GRAINGER PARTS	02-Dec-21	\$19.20 Fix hose gaskets
24191	GREEN LEAF TREE SERVICE	02-Dec-21	\$2,700.00 Ash tree removed
24192	HAWKINS	02-Dec-21	\$1,346.00 Water treatment
24193	KREMER SERVICES, LLC	02-Dec-21	\$990.12 Engine 2 repair
24194	MASTERTECH AUTO & TIRE INC.	02-Dec-21	\$265.55 GMC Canyon alignment
24195	MENARDS - COTTAGE GROVE	02-Dec-21	\$161.63 Hockey rink & shop supplies
24196	MN STATE FIRE DEPT. ASSOC.	02-Dec-21	\$225.00 2022 Annual Dues
24197	MOTOROLA SOLUTIONS	02-Dec-21	\$70,641.00 APEX Radios
24198	NORTH AMERICAN TRAILER	02-Dec-21	\$1,509.49 Tandem turbo repair
24199	SHERWIN WILLIAMS CO.	02-Dec-21	\$1,497.82 Paint for hockey boards
24200	WAKOTA MUTUAL AID	02-Dec-21	\$50.00 2021 Annual Dues
24201	WATER CONSERVATION SERVICE	02-Dec-21	\$493.65 Leak locate
			\$645,068.96



M E M O R A N D U M

DATE: November 23, 2021

TO: Bruce Hanson, City of Newport

FROM: Luke Nelson, Hoffmann + Uhlhorn Construction, Inc.

SUBJECT: Newport City Hall & Public Safety Building
Proposal Request #09R & 9R2 – Council Chambers Design Details

Attached for your review is the cost to make revisions to council room chambers and dias.

H+U Construction finds the pricing to be an accurate reflection of work completed.

Contractor/Supplier	WS	Description		Amount
Tekton Construction Material	610	Material for PLAM panels, countertop, wall caps, chair rail, and wood base	Add	\$ 48,156.00
Tekton Construction Labor	610	Labor for PLAM panels, countertop, wall caps, chair rail, and wood base	Add	\$ 17,173.00
RTL Construction	920	Material add soffits and framing	Add	\$ 1,860.00
RTL Construction	920	Labor to add soffits and framing	Add	\$ 2,075.00
Multiple Concepts Interior	965	Labor for omitting vinyl base in 203	Add	\$ (161.00)
Universal Painiting	990	Material to Paint added soffits and wall covering	Add	\$ 1,425.00
Universal Painiting	990	Labor to Paint added soffits and wall covering	Add	\$ 2,125.00
B&B Electric	2600	Material to change light fixture M to Track Lighting & add A/V components for 1st & 2nd Floor	Add	\$ 28,221.00
B&B Electric	2600	Labor to change light fixture M to Track Lighting & add A/V components for 1st & 2nd Floor	Add	\$ 16,747.00

Subtotal	\$ 117,621.00
Bond Cost (1.1%)	\$ 1,293.83
Subtotal	\$ 118,914.83
H+U Fee (2.5%)	\$ 2,972.87
Total	\$ 121,888

Please, review and provide comments and/or approval.

Let me know if you have questions or need additional information.

Attachments – Eight pages



TEKTON CONSTRUCTION COMPANY
861 E Hennepin Ave., Suite 200
Minneapolis, MN 55414
PH 952-767-2140 / FAX 952-767-2141

Bid Proposal For :
Newport City Hall - Labor Contract

SUBMITTED
9/20/2021

PR 09R

DESCRIPTION		QUANTITY	UNIT	UNIT PRICE	SUBTOTALS
Council Chambers Design Details - Labor					
Add Install P-lam Wall and Ceiling Panels	Labor	1	LS	8,000.00	8,000
Credit Install of P-lam Tops	Labor	1	LS	(680.00)	(680)
Add Install of Solid Surface Tops	Labor	1	LS	1,803.00	1,803
Add Install Wood Base and Chair Rail	Labor	288	LF	5.50	1,584
Add Inwall Blocking for P-lam Wall/Ceiling Panels	Labor	1	LS	1,845.00	1,845
Install Sloped Countertop and Revised Dias Die Wall	Labor	32	MH	90.00	2,880
Install Name Plates	Labor	1	LS	180.00	180

SUBTOTAL	15,612
OH&P	1,561
TOTAL	17,173

Excludes Koroseal Vinyl Wallcovering - WC-1



TEKTON CONSTRUCTION COMPANY
861 E Hennepin Ave., Suite 200
Minneapolis, MN 55414
PH 952-767-2140 / FAX 952-767-2141

Bid Proposal For :
Newport City Hall- Material Contract

SUBMITTED
9/20/2021

PR 09R

DESCRIPTION		QUANTITY	UNIT	UNIT PRICE	SUBTOTALS
Council Chambers Design Details - Materials					
Omit P-lam Tops and Wall Caps	Material	1	LS	(1,820.00)	(1,820)
Add SS-1 Tops and Wall Caps	Material	1	LS	13,200.00	13,200.00
Curved Dias Assembly/Die Wall per 9/16/21 Meeting	Material	1	LS	17,990.00	17,990
Add P-lam Wall and Ceiling Panels	Material	1	LS	8,200.00	8,200
Add Prefinished Maple Base and Chair Rail	Material	1	LS	3,550.00	3,550
Z Clips for Wall and Ceiling Panels	Material	1	LS	390.00	390
Add Name Plates	Material	1	LS	718.00	718
Backing for Wall and Ceiling Panels	Material	1	LS	1,550.00	1,550
SUBTOTAL					43,778.00
OH&P					4,377.80
TOTAL					48,155.80

Excludes Koroseal Vinyl Wallcovering - WC-1

Change Order

Order#: 1

Order Date: 05/25/2021

License:

To: Tekton Construction Company Inc.
 861 E. Hennipen Ave., Suite 200
 Minneapolis MN 55414

Project: 43982
 Newport City Hall
 2060 1st Ave.
 Newport MN 55055

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐

Ordered By: 22 Walter Odello

Customer Order:

Specifications Attached ☐

Description of Work	Amount
Omit Plas lam tops and wall caps	-1,820.00
Add SS-1 solid surface tops and wall caps	13,200.00
Revise curved Dias front per meeting	17,990.00
Add PL-1 wall/ soffit panels with reveals/ returns	8,200.00
Add maple base and chair rail	3,550.00
Add z clips at wall/ soffit panels if needed	390.00
Additional Field Measure time	170.00

Notes

Price excludes:

Brushed Aluminum Name Plates at Dias Front

All grommets (TBD by architect)

Installation

Tax

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

41,680.00

The original Contract Sum was	69,870.00
Net change by previous Change Orders	0.00
The Contract Sum prior to this Change Order	69,870.00
The Contract Sum will be changed by this Change Order	41,680.00
The new Contract Sum including this Change Order will be	111,550.00
The Contract Time will be changed by	0 Days

Owner: _____ Date: _____

Contractor: _____ Date: _____

830 Roberts Road Unit 309
Sartell, MN 56377
612-408-3826

Estimate: 3259

[illegible]

H&U Construction

Newport City Hall & Public Safety Building



Project Manager:
Matt Main

B&B Electric Inc.
310 County Road D East
Little Canada, MN 55117
C: (715) 563-1531
O: (651) 490-2926

Date : **11/22/2021**

PCO #: **RFP**
PR/SI # **PR 09R2**
Council Chamber

COST SUMMARY

Description	Cost	Notes/Attachments
Labor	\$ 15,225.00	(Auto Fill from Sub-Total Below)
	\$ 1,522.50	10% MU
Labor Total	\$ 16,747.50	
Materials and Equipment	\$ 6,148.46	(Auto Fill from Sub-Total Below)
	\$ 614.85	10% MU
Materials and Equipment Total	\$ 6,763.31	
Subcontractors	\$ 9,925.00	Auto Fill from Sub-Total Below
5% Overhead and Profit on Subs	\$ 496.25	(5% is the max allowed on subcontractors)
Subcontractor Total	\$ 10,421.25	
Material, Equipment, Sub Total	\$ 28,220.65	
TOTAL COST OF CHANGE	\$ 44,968.15	

Signature: Matthew R. Main

Contractor acknowledges no other Costs associated with this PCO.

PROVIDE DETAIL BREAKDOWN BELOW:

Labor By Task		Qty	Unit	Unit Cost	Total Cost
Labor By Task		145		\$ 105.00	\$ 15,225.00
					\$ -
					\$ -
					\$ -
Sub-Total					\$ 15,225.00
Materials and Equipment By Task		Qty	Unit	Unit Cost	Total Cost
Pipe, Wire, Fittings		1		6148.46	\$ 6,148.46
					\$ -
Lighting (delete T, revise M)		1		0	\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Sub-Total					\$ 6,148.46
Sub-Contractor Proposals		Description of Work			Total Cost
AllState		Extron boxes and CCTV, data cabling			\$ 9,925.00
					\$ -
					\$ -
					\$ -
Sub-Total		(Attach Sub-Contractor Proposals)			\$ 9,925.00

MULTIPLE CONCEPTS INTERIORS, INC.

CARPET ONE
26 FIRST AVENUE NORTH
WAITE PARK, MN 56387
(320) 253-5078

CHANGE ORDER

Number 1- PR9

TO
H+U Construction

Luke Nelson

Tom Ball, Project Manager

Phone	Date 5-11-21
Job Name / Location Newport City Hall	
Job Number	Job Phone
Existing Contract No.	Date of Existing Contract

We hereby agree to make the change(s) specified below:

PR-9

Delete vinyl base in Room 203 Council Chambers:

Labor Delete: (\$140.00)

Material has been recieved. No credit can be given for the one box of base and 2 tubes of labor.

NOTE: This Change Order becomes part of and in conformance with the existing contract.

WE AGREE hereby to make the change(s) specified above at this price →		\$ (140.00)
DATE	PREVIOUS CONTRACT AMOUNT	\$
AUTHORIZED SIGNATURE (CONTRACTOR)	REVISED CONTRACT TOTAL	\$

ACCEPTED - The above prices and specifications of this Change Order are satisfactory and are hereby accpeted. All work to be preformed under same terms and conditions as specified in original contract unless otherwise stipulated.

Date of Acceptance _____

Signature _____
(owner)

Newport City Hall Request for Change

2060 1st Ave
Newport, MN 55055



To: Hoffmann+Uhlhorn Construction

RFC Number: PR #009R

Original Contract : \$236,369.00

Other Approved Change Orders: \$0.00

Total Contract to Date: \$236,369.00

Other Pending Requests: \$-1,718.80

This Request: \$3,935.49

RTL Job # 21-101

Date: 9/7/2021

COST SUMMARY		
Description of Change: Extend soffit in Council Chamber 203. Add I-soffits.		
Cost		Notes/Attachments
Labor	\$ 1,886.00	
Material	\$ 1,691.72	
Total Cost	\$ 3,577.72	
Overhead and Profit	\$ 357.77	10%
Self-Performed Total	\$3,935.49	
Subcontractors	\$ 0.00	
Overhead and Profit on Subs	\$ 0.00	
Subcontractor Total	\$0.00	
Total Change in Contract	\$3,935.49	

Detail Breakdown Below:			
Labor	Hours	Rate	Total
Interior Framing	6	\$82.00	\$492.00
Sheetrocking	7	\$82.00	\$574.00
Taping	10	\$82.00	\$820.00
Labor Total	23		\$1,886.00
Material	Total		
Material Total	\$1,691.72		

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.
Upon approval the sum of \$3,935.49 will be added to the contract price.

Authorized Signature: _____ Date: _____

Hoffmann+Uhlhorn Construction

Universal Painting & Drywall, Inc.
5301 East River Road, Suite #103
Fridley, MN 55421



Office: #763-315-0095
Fax: #763-315-8970
www.universalptg.com

New Port City Hall
PR#9

May 24, 2021

Universal Painting & Drywall, Inc. proposes to furnish all labor, material, and equipment necessary to perform the following scope on the above-mentioned project:

Added soffit in chambers 261 sq ft

Wall covering at bottom of chamber walls (also included wc primer and paste)

Credit for 286 sq ft of paint, will need to pull paint down a little farther to make sure all is covered

Material: \$2,124.86

Labor: \$1,425.00

For The Sum of: **\$3,549.86**

Universal Painting and Drywall Inc is a CERT ESBE

Price assumes all work to be done during standard business hours.

For questions or clarifications, please call Charie Jensen #612-462-0587 cell or e-mail chariej@universalptg.com. Thank you for the opportunity to bid this project.

This offer expires thirty days from above date.

Signed: _____ Date: _____

Title: _____

Charie Jensen

Charie Jensen, Field Coordinator
Universal Painting & Drywall, Inc.

Universal Painting and Drywall is an Equal Opportunity Employer

A/V Related Changes

Description	Labor	Material
Add Install of Wood Base and Chair Rail	\$1,584.00	
Install Sloped Coutetop and Revised Dias Die Wall	\$2,880.00	
Install Name Plates	\$180.00	
Credit Install of P-lam Tops	-\$680.00	
Install of Solid Surface Tops	\$1,803.00	
Omit P-lam Tops and Wall Caps		-\$1,820.00
Add Solid Surface Tops and Wall Caps		\$13,200.00
Curved Dias Assembly/Die Wall		\$17,990.00
Prefinished Maple Base and Chair Rail		\$3,550.00
Add Name Plates		\$718.00
A/V Upgrades in Council Chambers, 1st Floor & 2nd Floor	\$16,747.00	\$28,221.00

Labor & Material Total **\$22,514.00** **\$61,859.00**

Overall Total **\$90,311.80**

Cosmetic Changes

Description	Labor	Material
Add Install of P-lam Wall and Ceiling Panels	\$8,000.00	
Add Inwall Blocking for P-lam Wall/Ceiling Panels	\$1,845.00	
Add P-lam Wall and Ceiling Panels		\$8,200.00
Z-clips for Wall and Ceiling Panels		\$390.00
Backing for Wall and Ceiling Panels		\$1,550.00
Extend Soffit in Council Chambers and Add I-Soffits	\$2,075.00	\$1,860.00
Paint Extended Soffit and Added I-Soffits & Bottom Wall Covering	\$1,425.00	\$2,125.00

Labor & Material Total **\$13,345.00** **\$14,125.00**

Overall Total **\$27,470.00**



↑ Original Design

Approved 3/18/21 ↓



City of Newport



Proposed 2022 Property Tax Levy & Budget

Truth in Taxation Hearing

December 2, 2021

Local Government Aid

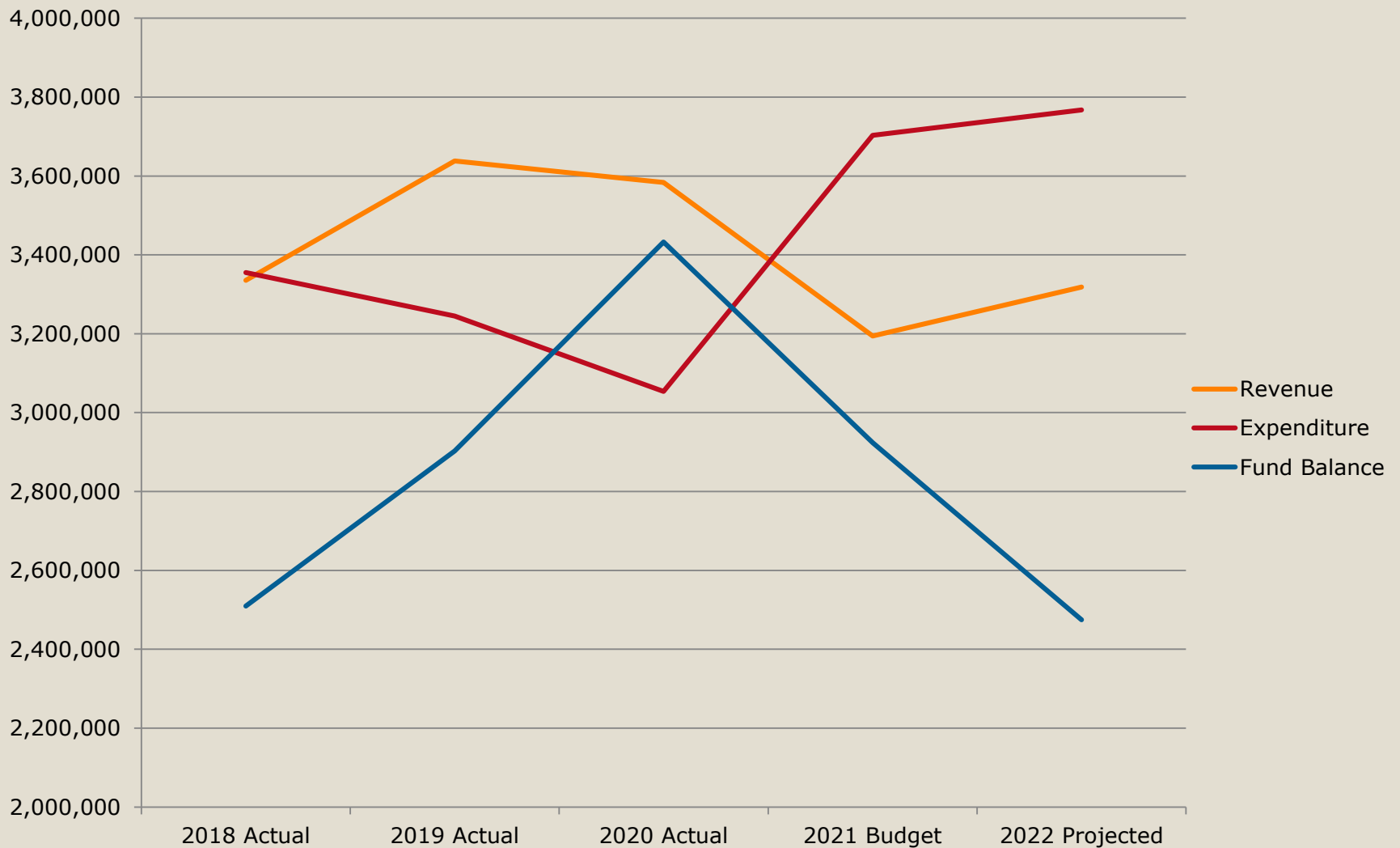
Local aid cuts from the state budget have had an impact on municipal budgets. Newport's history of LGA funding for the past five years and next year:

• 2017 increase	\$ 545
• 2018 decrease	\$ (35,820)
• 2019 decrease	\$ (35,630)
• 2020 no change	\$ 0
• 2021 decrease	\$ (36,780)
• 2022 no change	\$ 0
<hr/>	
TOTAL CHANGE since 2017	\$ (107,685)

Budget Issues

- Newport continues to provide for essential services. The current General Fund Budget is:
 - 35%-police and fire
 - 16%-streets
 - 15%-parks and recreation
 - 33%-general government
 - 1%-contingency
- Fiscal disparities will decrease \$9,498 from \$368,425 in 2021 to \$358,927 in 2022.
- Newport's Bond Rating from Standard & Poor's is AA Stable.

General Fund



2021 General Fund

	2018	2019	2020	2021	2022
	Actual	Actual	Actual	Budget	Projected
Revenue	3,335,380	3,638,252	3,583,754	3,194,210	3,318,350
Expenditures	2,409,832	2,845,789	2,513,983	2,943,758	3,158,391
Transfers	945,400	399,000	540,000	759,460	609,000
Total Exp.	3,355,232	3,244,789	3,053,983	3,703,218	3,767,391
Fund Balance	2,509,513	2,902,976	3,432,747	2,923,738	2,474,697
FB as % of Exp.	74.8%	89.5%	112.4%	79%	65.7%

Other Financing Sources (uses)

	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Proposed
Economic Development Fund	34,900		25,000		
Heritage Preservation Fund	9,000	9,000	9,000	9,000	9,000
Parks Fund	94,500	50,000	33,000	33,660	275,000
Utility Extension-Capital fund 402	400,000				
City/Fire Hall Fund		258,000	415,000	600,000	
Equipment Fund	145,000	32,000	33,000	91,800	300,000
Building Fund	200,000	50,000	25,000	25,000	25,000
Seal Coating	62,000				
Total	945,400	399,000	540,000	759,460	609,000

Proposed Levy Certification

	2019	2020	2021	2022
General Fund	2,158,062	2,193,714	2,121,480	2,237,427
Equipment Cert. of Ind.	83,633	86,530		
2013 General Obligation Bond	69,254	72,464	68,422	98,837
2014 General Obligation Bond	148,865	151,461	125,000	151,088
2016 General Obligation Bond	19,696	20,043	23,000	20,443
2108 General Obligation Bond		101,710	70,000	268,107
2021 General Obligation Bond			515,098	479,448
Total Levy Certification	\$2,384,144	2,479,510	2,625,922	3,255,350

Historical Levy Increases

	Total Levy	Median Home Value Increase	Levy %	Impact
2017	\$2,325,944	7.00 %	2.00 %	\$55.18
2018	\$2,384,144	9.90 %	2.50 %	\$36.73
2019	\$2,479,510	4.40 %	4.00 %	\$9.71
2020	\$2,625,922	8.00 %	5.90 %	\$31.50
2021	\$2,923,000	2.1%	11.30%	\$0.44
<u>Proposed 2022</u>	<u>\$3,255,350</u>	<u>-0.5%</u>	<u>11.37 %</u>	<u>\$19.77</u>
Average		5.15 %	6.18 %	\$25.56

Summary

- For 2022, the tax impact on a median value home in Newport will increase \$19.77 a year or \$1.65 a month.
- The change in market value from 2021 to 2022 decreased 0.5%.
- Although not a direct reflection of the tax impact, the local tax rate goes up as market value goes down and vice versa.

Questions

City Administration Office: 651-459-5677

County Tax Department: 651-430-6175



MEMO

TO: Newport City Council

FROM: Deb Hill, City Administrator

DATE: December 2, 2021

SUBJECT: 2022 Final Levy

Background: In September Newport City Council voted a preliminary 11.37% levy increase - this equates to 2.0% actual tax increase with the 9.37% being captured taxes due to development.

Discussion: The following are highlights of the preliminary levy:

- Revenue increase is mainly driven by the new lease for the billboard site.
- Extra monies for onetime expenses – new IT equipment for the city hall, new website, various expenses for the move, and planning was increased for extra time taken with our new planners.
- A full time position was added for administration.
- The equipment CIP experienced additional items that total \$154,700. The line item of \$40,000 to replace the '05 Crown Vic was removed as this vehicle only averaged 333 miles per year for the last couple of years. Transfer to this fund was increased to \$300,000. The fund will need to be additionally shored up next year.
- The parks CIP was adjusted for updated estimates from the County for the development of a trail at Maxwell/21st Street to 7th Avenue/20th Street. This new estimate is \$175,000 with \$150,000 slated for 2022 and \$25,00 for 2023. The parks fund transfer was increased to \$275,000 to accommodate the new Lions Park.
- Even with additional transfers to parks and equipment funds, the fund balance to expenditures ratio is at 65.7%.

Recommendation: Staff recommends the levy remains at 11.37%.

CITY OF NEWPORT, MINNESOTA

**GENERAL FUND
2022 PROPOSED BUDGET**

REVENUE	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Property Taxes							
Current ad valorem	1,240,188	1,629,064	1,792,910	1,908,778	1,893,896	1,826,844	1,878,500
Fiscal disparities	409,942	327,310	326,837	345,853	381,122	368,425	358,927
Fire relief	55,969	54,332	62,157	15,385	15,938	5,396	-
Special Assessments/debt service							
Total Property Taxes	1,706,099	2,010,706	2,181,904	2,270,016	2,290,956	2,200,665	2,237,427
Intergovernmental Revenue							
Local governmental aid	634,880	635,425	599,605	563,975	563,975	527,195	527,195
Market Value & other tax credits							
Police town aid	53,058						
Police training reimbursement							
State fire relief aid	25,360	21,660	20,837	22,320	24,582	23,000	24,000
Other/miscellaneous grants	21,220	38,243	37,651	14,892	36,814	25,000	25,000
Total Intergovernmental Revenue	734,518	695,328	658,093	601,187	625,371	575,195	576,195
Licenses and Permits							
Conditional use permits	2,000	1,100	3,550	1,500	1,950	1,500	1,700
Licenses and permits	375	50	375		600		
Liquor licenses	8,610	8,610	8,610	8,610	273	8,600	8,600
Cigarette licenses	500	-	750	750		750	750
Building permit fees	73,639	180,128	288,166	473,823	371,947	135,000	125,000
Animal licenses/citations	1,775	1,445	1,605	1,440	1,095	1,600	1,400
Recycling/sanitation	1,500	900	3,600	1,500	2,100	2,400	2,400
Total Licenses and Permits	88,399	192,233	306,656	487,623	377,965	149,850	139,850
Charges for Services							
Planning and zoning		-					
Special assessment search	-	-	-		-		
Accident reports	2,779	-					
Antenna franchise fees	78,131	84,052	83,854	89,898	94,203	92,000	96,000
Miscellaneous	12,399	29,188	23,800	19,235	15,864	22,000	20,000
Total Charges for Services	93,309	113,240	107,654	109,133	110,067	114,000	116,000
Other Revenue							
Fines and forfeits	40,338	43,782	31,279	22,352	24,642	25,000	25,250
Interest earned on investments	28,221	29,702	16,012	93,419	76,825	20,000	20,000
Billboard/rent/sale property	-	-	-		-	65,000	152,128
Donations	1,658	362	546	1,055	564	2,500	1,500
Other	58,472	55,908	33,236	53,467	77,364	42,000	50,000
Total Other Revenue	128,689	129,754	81,073	170,293	179,395	154,500	248,878
TOTAL REVENUE	2,751,014	3,141,261	3,335,380	3,638,252	3,583,754	3,194,210	3,318,350

CITY OF NEWPORT, MINNESOTA

**GENERAL FUND
2022 PROPOSED BUDGET**

EXPENDITURES: GENERAL GOVERN	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Mayor and Council							
Personnel services	19,550	19,550	19,550	22,560	22,560	22,560	22,560
PERA	597	787	787	909	909	1,128	1,128
FICA/Medicare	1,495	1,495	1,495	1,726	1,726	1,726	1,726
Workers Comp	90	78	97	81	98	100	100
Computer & phone service							750
Travel/conferences	27	483	-	551	47	1,200	1,200
Memberships	50	30	250	105	270	100	400
Education	385	310	465	400	208	1,500	1,500
Miscellaneous	0	0	0	1313			
Total Mayor and Council	22,194	22,733	22,644	27,645	25,818	28,314	29,364
Administration							
Personnel services (3.0)	173,528	179,003	179,481	193,687	224,141	241,880	293,400
PERA	16,964	12,460	13,408	14,446	17,283	18,141	21,000
FICA/Medicare	13,326	11,422	13,334	14,415	17,227	18,504	22,561
Health Insurance	27,237	26,365	23,847	25,522	25,826	28,850	47,257
Workers Comp	1,585	1,402	1,983	1,328	2,070	2,000	2,200
Office supplies	5,342	5,389	7,110	4,406	3,229	8,000	7,000
Computer & phone services	5,618	5,248	9,467	10,161	9,204	9,000	10,000
Travel & mileage	2,328	1,481	2,296	2,375	1,297	3,500	3,500
Printing and publishing	5,721	2,890	2,646	1,418	1,540	4,000	3,000
Postage	2,659	2,718	1,405	2,635	2,946	3,000	3,500
Dues and subscriptions	3,843	7,677	7,617	8,169	7,531	8,300	8,300
Education	3,568	3,413	3,123	4,302	815	5,000	5,000
Contractual services	6,430	7,173	7,400	7,421	9,106	10,000	10,000
Capital outlay	-	-	-	6,742		2,000	2,000
Miscellaneous	7,439	11,155	14,964	16,137	7,444	15,000	14,000
Total Administration	275,588	277,796	288,081	313,164	329,659	377,175	452,718
Elections							
Temporary employees	2,776	1,103	2,418	783	4,143	1,200	3,200
Operating supplies	61	80			723	100	700
Travel and conferences	-	-		62		250	100
Printing and publishing	890	-	49				
Miscellaneous	-	-	171		172	500	500
Total Elections	3,727	1,183	2,638	845	5,038	2,050	4,500
Rental Inspections							
Part-time employees	2,605	1,054	279	4,070	-	4,200	4,200
FICA/Medicare	200	80	21				
Total Inspections	2,805	1,134	300	4,070	-	4,200	4,200

CITY OF NEWPORT, MINNESOTA

**GENERAL FUND
2022 PROPOSED BUDGET**

EXPENDITURES: GENERAL GOVERN	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Professional services							
Accounting/audit	32,292	30,425	31,082	33,448	32,236	36,000	36,000
Engineering	32,626	34,446	70,667	74,030	82,380	65,000	70,000
Legal	73,198	68,699	67,665	79,195	69,510	80,000	75,000
IT, phone support & hardware	24,325	10,302	12,328	13,346	11,035	15,000	25,000
Financial/Assessment services	27,815	41,722	36,239	32,842	31,911	35,000	35,000
Building inspection	27,705	64,297	74,629	265,549	209,895	100,000	100,000
Insurance	41,318	36,120	34,295	38,675	50,263	44,000	50,000
Misc. contracted services	6,443	7,543	8,865	14,419	18,858	20,000	50,000
Total Professional Services	265,722	293,554	335,770	551,504	506,088	395,000	441,000
Planning and Zoning							
Personnel services	0	0	0				
Part time - planning com.	1,530	1,200	1,050	1,320	1,260	1,800	1,800
PERA	0	0	0				
FICA/Medicare	117	91	80	101	96	138	138
Operating supplies	-	87	380	161		500	500
Professional services	36,023	41,252	58,121	15,841	25,468	38,000	55,000
Travel and conferences	-	-	10	100		1,000	1,000
Miscellaneous	0	0	0				
Total Planning & Zoning	37,670	42,630	59,641	17,523	26,824	41,438	58,438
Government Buildings							
City Hall							
Operating supplies	711	410	371	418	141	900	900
Repairs and maintenance	3,833	644	1,562	282	100	1,500	1,500
Utilities	6,206	5,786	6,840	5,244	6,125	7,200	12,000
Capital outlay	-	3,895	-			2,500	2,500
Total City Hall	10,750	10,735	8,773	5,944	6,366	12,100	16,900
Library							
Personnel	12,193	14,378	13,829	13,723	15,586	17,059	21,800
FICA	756	892	857	851	966	1,058	1,352
Medicare	177	208	201	199	226	247	316
PERA	850	856	942	845	1,019	1,279	1,635
Supplies	583	1,097	5	282	624	1,100	1,100
Computer and phones	2,191	1,987	1,946	2,309	4,125	2,500	2,500
Repairs and maintenance	169	353	422	6	32	750	750
Utilities	2,133	2,098	2,362	2,100	2,078	2,500	2,500
Contracted Services		747	1,705	1,697	1,730	2,500	2,500
Capital outlay	495	3,792	2,680	2,096		4,500	4,500
Total Library	19,547	26,408	24,949	24,108	26,386	33,493	38,953
Railroad Tower							
Repairs and maintenance	-	-	-			200	200
Utilities	353	289	293	322	367	400	400
Total Railroad Tower	353	289	293	322	367	600	600
Total Government Buildings	30,650	37,432	34,015	30,374	33,119	46,193	56,453
Total General Government	638,356	676,462	743,089	945,125	926,546	894,370	1,046,672

CITY OF NEWPORT, MINNESOTA

GENERAL FUND 2022 PROPOSED BUDGET

EXPENDITURES: PUBLIC SAFETY	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Law Enforcement							
Personnel services	701,135	692,385	730,855	790,738	574,469	873,350	913,125
PERA							
FICA/Medicare							
Workers' Compensation							
Health insurance							
Overtime							
CSO				911		7,000	7,000
Animal control		5,518	5,717	5,676	4,999	6,500	6,500
Office supplies							
Cell phones and pagers							
Vehicle supplies							
Tools and equipment							
Fuel (8000 gal. per year)					338		
Uniforms							
Travel							
Departmental services	21,524	9,675					
Memberships & conferences							
Education							
Vehicle repair and maintenance							
Dispatch							
MDC lease – Wash. Co.							
Radios 800 MHz - 15 radios @ \$400/yr							
Capital outlay							
Total Police Department	722,659	707,578	736,572	797,325	579,806	886,850	926,625

CITY OF NEWPORT, MINNESOTA

**GENERAL FUND
2022 PROPOSED BUDGET**

EXPENDITURES: PUBLIC SAFETY	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Fire Protection							
Personnel services (25)	50,976	49,296	53,902	63,412	49,784	67,000	69,000
Fica/Medicare	3,900	3,771	4,124	4,851	3,931	5,126	5,279
Workers' comp. insurance	8,696	7,748	9,917	7,281	10,338	12,000	12,000
Office supplies	1,264	379	1,725	3,289	29	2,000	2,000
Vehicle supplies	1,400	1,984	1,349	4,946	1,683	3,500	3,500
Tools and equipment	3,402	466	2,553	1,700	3,842	3,500	4,000
Fuel	1,967	2,008	3,291	4,146	1,912	4,500	4,500
Uniforms	1,735	3,123	1,812	2,461	1,469	3,000	3,000
Computers & phones (1-cell)	4,775	5,060	5,111	5,507	5,343	6,000	6,000
Radios - 800 MHz (27) * \$400/yr	12,170	11,469	9,686	16,946	13,271	16,000	16,000
Travel and conferences	440	157	273	355	101	1,000	1,000
Memberships & subscriptions	626	2,157	856	982	1,800	1,000	1,000
Education	6,430	5,866	5,073	11,262	6,662	11,000	11,000
Repairs & maintenance	3,322	6,374	6,422	4,702	8,541	6,000	7,000
Contractual & Fire Inspections	5,512	9,236	8,359	9,244	7,432	12,000	13,000
Fire Relief	55,969	54,332	62,157	15,385	15,938	5,396	-
State Fire Relief Aid	20,760	21,660	20,837	22,320	22,902	24,000	24,000
Civil Defence	-	-				300	300
Capital outlay	7,840	-	972	321		15,000	6,500
Total Fire Protection	191,184	185,086	198,419	179,110	154,978	198,322	189,079
Fire Station No. 1							
Operating supplies	-	58	-			500	500
Repairs and maintenance	-	3,234	966	939	484	1,000	500
Utilities	6,616	6,543	7,334	6,741	5,995	6,900	4,000
Capital outlay	-	-	-			1,200	1,000
Total Fire Station No. 1	6,616	9,835	8,300	7,680	6,479	9,600	6,000
Fire Station No. 2							
Operating supplies	-	58	-			500	500
Repairs and maintenance	0	0	0	525			
Utilities	1,619	1,893	3,191	737	1,648	2,500	1,200
Capital outlay	0	0	0				
Total Fire Station No. 2	1,619	1,951	3,191	1,262	1,648	3,000	1,700
Total Public Safety	922,078	904,450	946,482	985,377	742,911	1,097,772	1,123,404

CITY OF NEWPORT, MINNESOTA

**GENERAL FUND
2022 PROPOSED BUDGET**

EXPENDITURES: OPERATIONS & MA	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Streets							
Personnel services (1.94)	112,894	115,563	120,168	122,129	126,432	128,390	131,960
PERA	9,316	8,864	8,920	9,694	9,743	10,079	10,347
FICA/Medicare	8,179	8,189	8,003	9,101	9,204	10,281	10,554
Workers' compensation	16,563	15,607	24,060	29,721	45,502	38,000	48,000
Health insurance	32,167	37,636	39,886	45,651	35,187	37,500	38,560
Full-time overtime	2,444	1,446	4,726	7,850	3,480	6,000	6,000
Part-time personnel	638	1,183					
Education	1,339	627	772	910		1,500	1,500
Operations and supplies	40,818	40,373	42,818	66,066	58,635	55,000	60,000
Vehicle supplies	8,564	12,030	8,636	14,337	15,930	15,500	16,000
Small tools and equipment	2,272	2,796	520	1,291	1,914	3,000	3,000
Fuel	7,670	10,052	13,311	14,407	6,581	15,000	15,000
Uniforms	2,195	2,069	3,381	2,438	2,454	3,500	3,500
Computer (2) & phone (5) services	2,366	2,181	1,977	2,044	2,178	4,000	4,000
Travel and milage	-	-	210			500	500
Street maintenance	73,810	82,047	12,731	81,315	86,197	84,000	87,000
Repairs & maint.-vehicles	2,264	2,355	2,685	4,273	6,827	5,500	6,500
Rentals	-	108	-			3,000	3,000
Dues & Subscriptions	422	355	608	637	508	700	700
Contracted services	843	10,400	5,720	15,318	5,491	16,500	14,000
Capital Outlay	-	-	-			1,200	1,200
Miscellaneous	146	1,000	940	129	372	3,500	3,500
Total Streets	324,910	354,881	300,072	427,311	416,635	442,650	464,821
Composting							
Personnel services	4,531	4,363	4,351	4,804	4,394	5,300	6,000
FICA	281	270	270	298	272	329	372
Medicare	66	63	63	70	64	77	87
PERA	335	327	326	346	330	398	450
Operating supplies	216	2,090	454	20		250	250
Contracted Services	698		928			800	800
Miscellaneous contractual	-	690	350	490	350		
Total Composting	6,127	7,803	6,742	6,028	5,410	7,153	7,959
Public Works Garage							
Operating supplies	2,572	1,073	3,032	3,386	3,978	3,700	4,000
Repairs and maintenance	1,209	1,886	807	415	2,668	2,300	2,500
Utilities	14,156	16,645	17,284	17,458	17,114	18,500	18,500
Capital outlay	-	-	1,220			2,000	2,000
Total Public Works Garage	17,937	19,604	22,343	21,259	23,760	26,500	27,000
Total Public Works	348,974	382,289	329,157	454,598	445,805	476,303	499,780

CITY OF NEWPORT, MINNESOTA

GENERAL FUND 2022 PROPOSED BUDGET

EXPENDITURES: OPERATIONS & MA	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Parks							
Personnel services (3.35)	185,912	192,966	225,193	233,718	253,287	256,540	265,300
Overtime	1,780	181	-	1,268		4,400	4,400
PERA	15,766	14,229	16,890	18,061	20,654	19,571	20,228
FICA/Medicare	15,100	14,812	17,622	19,773	20,498	21,109	22,200
Health insurance	30,509	33,923	32,285	34,429	35,705	38,200	39,133
Workers' compensation	13,478	11,769	14,639	11,678	5,712	16,500	8,500
Seasonal/Part-time personnel	20,852	9,861	12,564	30,664	18,527	15,000	20,500
Education	3,492	1,609	1,559	1,993		4,000	4,000
Operating supplies	6,133	6,780	5,243	8,237	9,627	10,000	10,500
Vehicle supplies	2,719	4,873	6,371	4,521	5,986	5,500	6,500
Tools and minor equipment	1,821	2,346	232	1,107	230	3,000	3,000
Fuels	4,488	5,749	8,465	9,094	5,280	10,000	10,000
Uniforms	1,862	2,435	2,511	3,064	3,255	3,000	3,700
Rental	-	-	-			1,500	1,500
Phones (2) - warming houses	314	100	-			300	300
Dues and Subscriptions							1,500
Miscellaneous contractual	16,178	1,858	31,165	7,634	7,553	10,000	10,000
Capital outlay	2,388	8,992	-		1,433	15,000	15,000
Miscellaneous	939	2,953	250	2,104	2,530	3,000	3,000
Total Parks	323,731	315,436	374,989	387,345	390,277	436,620	449,261
Recreation							
Personnel services	1,987	1,813	2,981	3,675		8,200	8,200
Supplies	-	-	20			500	500
Total Recreation	1,987	1,813	3,001	3,675	0	8,700	8,700
Parks Buildings - Warming Houses							
Part time employees	4,175	2,530	3,520	4,549	4,775	4,500	4,900
Fica	259	157	218	282	296	279	304
Medicare	61	37	51	66	69	65	71
PERA	71	92	124	135	176	150	150
Operating supplies	-	-	-	80	638	250	400
Repairs and maintenance	-	-	-			250	250
Utilities	4,551	2,596	2,721	4,082	1,890	4,000	4,000
Total Parks Buildings	9,117	5,412	6,634	9,194	7,844	9,494	10,075
Special Contributions							
Athletic Association	-	432	500	412	600	500	650
Total Special Projects	-	432	500	412	600	500	500
Total Parks and Recreation	334,835	323,093	385,124	400,626	398,721	455,314	468,536
Miscellaneous							
Contingency	121,552	19,523	5,980	60,063	-	20,000	20,000
TOTAL EXPENDITURES	2,365,795	2,305,817	2,409,832	2,845,789	2,513,983	2,943,758	3,158,391

CITY OF NEWPORT, MINNESOTA

GENERAL FUND 2022 PROPOSED BUDGET

EXPENDITURES: OPERATIONS & MA	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Excess (Deficiency) of Revenue over Expenditures	385,219	835,444	925,548	792,463	1,069,771	250,452	159,959
Other Financing Sources (uses) net							
Economic Dev. Authority	(205,500)	(75,000)	(34,900)	-	(25,000)		
Heritage Preservation Fund	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
Parks Fund	(70,000)	(85,000)	(94,500)	(50,000)	(33,000)	(33,660)	(275,000)
Utility Extension (Capital fund 402)			(400,000)				
Buy Forfeiture Fund							
City/Fire Hall Fund				(258,000)	(415,000)	(600,000)	
Equipment Fund	(106,500)	(150,000)	(145,000)	(32,000)	(33,000)	(91,800)	(300,000)
Buildings Fund	(127,500)	(102,000)	(200,000)	(50,000)	(25,000)	(25,000)	(25,000)
Seal Coating (405)			(62,000)				
Total Other Financing Sources	<u>(518,500)</u>	<u>(421,000)</u>	<u>(945,400)</u>	<u>(399,000)</u>	<u>(540,000)</u>	<u>(759,460)</u>	<u>(609,000)</u>
Other Financing Sources (uses) net	(518,500)	(421,000)	(945,400)	(399,000)	(540,000)	(759,460)	(609,000)
Net change in fund balance	(133,281)	414,444	(19,852)	393,463	529,771	(509,008)	(449,041)
Fund Balance: Beginning of Year	2,248,202	2,114,921	2,529,365	2,509,513	2,902,976	3,432,747	2,923,738
Fund Balance: End of Year	<u>2,114,921</u>	<u>2,529,365</u>	<u>2,509,513</u>	<u>2,902,976</u>	<u>3,432,747</u>	<u>2,923,738</u>	<u>2,474,697</u>
Ratio: Fund balance to expenditures	73.3%	92.8%	74.8%	89.5%	112.4%	79.0%	65.7%

CITY OF NEWPORT, MINNESOTA

WATER ENTERPRISE FUND
2022 PROPOSED BUDGET

	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Operating revenue			0%	0%	0%	0%	
Water sales	\$ 270,313	\$ 296,114	\$ 310,782	\$ 360,297	\$ 434,730	\$ 380,500	\$ 432,467
Trunk connection fees	3,000	9,750	42,750	190,910	117,250	40,000	25,000
Access fees			57,693	238,850	70,350		15,000
Permits and licenses	604	406	1,815	8,465	6,660	100	2,500
Total operating revenue	273,917	306,270	413,040	798,522	628,990	420,600	474,967
Operating expenses							
Personnel (1.53)	89,143	91,467	95,106	90,181	96,872	104,310	116,025
Overtime	1,538	1,741	3,270	3,656	1,081	4,000	4,000
PERA	6,664	6,825	7,222	7,524	7,308	8,123	9,002
FICA/Medicare	7,740	7,080	7,884	6,772	7,144	8,286	9,182
Employee benefits	12,212	13,156	11,339	10,621	14,424	14,060	16,980
Workers Comp	4,443	4,165	5,744	3,468	2,944	6,300	5,000
Education	715	729	640	430	46	1,500	1,500
Fuel	1,468	1,219	1,480	1,569	1,914	3,000	3,000
Insurance	2,092	1,657	1,589	4,947		4,500	4,500
Supplies	7,569	4,697	7,574	15,111	26,124	10,000	20,000
Vehicle supplies	1,121	344	896	137	1,070	3,000	2,000
Tools & minor equip.	2,100	0	405		1,841	2,500	2,500
Repair & maint. supply	1,758	0	3,995		3,881	3,000	3,000
Professional services	12,405	14,250	22,534	38,397	2,830	35,000	30,000
Engineering fees	935	8,291	539	5,189	2,474	12,000	7,000
Connection fee	6,032	6,032	6,108	6,108	9,340	9,000	9,600
Telephone	81	220	241	240	240	700	450
Postage	874	871	724	2,116	794	1,700	1,000
Utilities (Xcel)	34,992	34,640	36,137	37,464	46,581	41,000	47,000
Gopher State	662	616	450	692	816	1,000	1,000
Contracted services	13,600	12,748	6,256	4,910	15,599	25,000	20,000
Vehicle repair & maint.	8,226	6,507	5,491			8,500	8,500
Depreciation	91,812	99,956	99,955	146,805	137,959	130,000	130,000
Uniforms	834	894	1,011	867	1,082	1,400	1,400
Capital Expenses	18,600	3,663	16,544			16,000	16,000
Refunds & Reimbursements							
Other	11,820	10,552	11,578	(7,828)	2,958	12,500	12,500
Total operating expenses	339,436	332,320	354,712	379,376	385,322	466,379	481,139
Operating income (loss)	(65,519)	(26,050)	58,328	419,146	243,668	(45,779)	(6,172)
Cash flows							
Operating income (loss)	(65,519)	(26,050)	58,328	419,146	243,668	(45,779)	(6,172)
Depreciation	91,812	99,956	99,955	146,805	137,959	130,000	130,000
Change in assets and liabilities	(6,671)	(113,588)	(34,414)	(113,862)	(25,023)	(6,671)	(6,671)
Acquisition of capital assets	0	0	0	1,066,300	0	0	0
Net cash provided (used) by noncapital							
financing activities	(85,888)	(36,760)	(28,338)				
Water meter changout	(16,673)	(16,673)	(16,673)			(16,673)	(16,673)
Telemetry controls							
2013 Street	(2,748)	(2,748)	(2,748)	(2,748)	(2,748)	(2,748)	(2,748)
2014 Street Bond	(21,001)	(20,636)	(20,270)	(19,905)	(21,114)	(21,114)	(21,114)
2016 Street Bond			(23,936)	(28,266)	(27,930)	(27,930)	(27,930)
2016 Tower Painting			(8,858)	(15,043)	(50,043)	(50,043)	(50,043)
2018A Debt Service (Catherine Extension)							
Interest received	744	1,345	6,984	13,896	10,471	300	300
Well #1 rehab	0	0	0	0	0	0	0
250,000 Tower Inspection/Maint	0	0	0	0	0	0	0
500,000 Tower Inspection/Maint							
State Grants and Aids	463	32					
Misc.							
Transfers In/Out	(11,651)	(251,311)	(21,850)	(112,150)	(207,000)		
	0	0	0		0	0	0
Net change in net position	(117,132)	(366,433)	8,179	1,354,174	58,241	(40,657)	(1,050)
Cash and cash equivalents							
Beginning of year	1,616,977	1,499,845	1,133,412	1,141,591	2,495,765	2,554,005	2,513,348
End of year	\$ 1,499,845	\$ 1,133,412	\$ 1,141,591	\$ 2,495,765	\$ 2,554,005	\$ 2,513,348	\$ 2,512,298

CITY OF NEWPORT, MINNESOTA

SEWER ENTERPRISE FUND
2022 PROPOSED BUDGET

	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Operating revenue							
Sewer charges	\$ 449,168	\$ 541,953	\$ 701,591	\$ 598,977	\$ 703,804	\$ 615,000	\$ 712,741
Trunk connection fees	106,326	9,750	42,750	190,210	119,000	40,000	25,000
Access fees				238,150	71,400	40,000	15,000
MetCouncil access fees				539,245	168,980	91,000	35,000
Permits and licenses	604	607	1,515	8,816	6,463		
Total operating revenue	556,098	552,310	745,856	1,575,398	1,069,647	786,000	787,741
Operating expenses							
Salaries (1.53)	88,765	93,325	98,905	90,296	102,181	106,625	116,025
Overtime	90	0	761	1,917	0	2,400	2,400
PERA	6,527	6,834	7,318	7,583	7,447	8,177	8,882
FICA/Medicare	7,649	7,253	7,906	7,385	7,970	8,340	9,060
Employee benefits	13,285	14,229	11,992	12,697	13,238	14,270	17,249
Work Comp	4,442	4,602	6,062	4,155		6,100	
Education	955	461	1,395	1,074		1,500	1,500
Supplies	546	1,125	1,874	1,175	3,820	11,000	10,000
Fuel	1,336	1,220	1,480	1,540	1,500	3,000	2,000
Vehicle supplies	0	2,350	59	136		3,000	2,500
Repair & maint. supplies	3,586	771	1,500	399	4,396	5,000	5,000
Tools & minor equipment	3,197	0	405		2,013	3,500	3,500
Professional services	4,154	4,403	25,045	(225)			
Engineering fee		6,100	239	4,769	2,534	5,500	5,500
Telephone	81	220	240	240	240	500	500
Postage	808	863	713	790	790	1,000	900
Insurance	5,206	4,142	3,971	1,349		4,500	4,500
Utilities	8,542	9,194	1,703	11	12,226	10,000	13,500
Gopher State	662	616	488	654	816	800	800
MCES sewer charges/contrac	207,844	220,592	253,409	307,867	311,962	341,055	360,223
Met Council SAC charges	103,326	62,616	132,899	555,993	157,599	90,000	60,000
Contractual services (jetting, I	15,381	1,668	1,281	1,408	3,190	30,000	20,000
Uniforms	805	1,155	925	1,096	1,268	1,500	1,500
Dues and subscriptions	0	0	0			500	500
Depreciation	103,217	103,445	103,445	103,445	103,445	110,000	110,000
Capital Outlay	18,350						
Refunds & Reimbursements							
Other	7,528	4,174	(703)	(4,455)	(11,529)	5,000	5,000
Total operating expenses	606,282	551,358	663,312	1,101,299	725,106	773,267	761,038
Operating income (loss)	(50,184)	952	82,544	474,099	344,541	12,733	26,703
Cash flows							
Operating income (loss)	(50,184)	952	82,544	474,099	344,541	12,733	26,703
Depreciation	103,217	103,445	103,445	103,445	103,445	110,000	110,000
Change in assets and liabilitie	9,718	(58,717)	(18,193)	15,930	(17,896)	2,006	2,006
Cash flows from noncapital financing activities							
I/I project financing	(24,064)	(24,064)	(24,064)	(24,064)	(24,064)	(24,064)	(24,064)
I/I project	0	0	0	0	0	0	0
2013 Street Bond	(16,731)	(16,731)	(16,731)	(16,731)	(16,731)	(16,731)	(16,731)
2014 Street Bond	(35,002)	(34,393)	(33,783)	(33,174)	(35,190)	(35,190)	(35,190)
2016 Street Bond			(37,438)	(36,104)	(35,684)	(35,684)	(35,684)
2018A Debt Service (Catherine extension)							
Interest received	1,014	1,532	6,018	22,781	21,916	8,741	8,846
State grant and aid		32					
Telemetry System financing							
Lift station rehab							
Transfers In/Out		(415,000)	(21,850)	(112,150)	(207,000)		
Capital Equipment Replace	0	0	0	0	0	0	0
Change in net position	(12,032)	(442,944)	39,949	394,032	133,337	21,811	35,886
Cash and cash equivalents							
Beginning of year	1,708,749	1,696,717	1,253,773	1,293,722	1,687,754	1,821,090	1,842,901
End of year/Cash	\$ 1,696,717	\$ 1,253,773	\$ 1,293,722	\$ 1,687,754	\$ 1,821,090	\$ 1,842,901	\$ 1,878,787

CITY OF NEWPORT, MINNESOTA

STORM SEWER ENTERPRISE FUND 2022 PROPOSED BUDGET

	2016 ACTUAL BUDGET	2017 ACTUAL BUDGET	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Operating revenue							
Storm sewer charges	\$ 88,852	\$ 103,831	\$ 133,541	\$ 152,405	\$ 172,885	\$ 163,000	\$ 182,725
Total operating revenue	88,852	103,831	133,541	152,405	172,885	163,000	182,725
Operating expenses							
Salaries	10,702	11,569	13,628	13,693	12,713	15,560	19,250
PERA	803	868	1,022	1,026	954	1,167	1,444
FICA/Medicare	819	885	1,043	1,001	939	1,190	1,473
Insurance	2,267	2,456	2,589	2,625	2,390	2,705	4,075
Vehicle Supplies	0	0					
Utilities	0	0					
Depreciation	19,149	19,378	19,378	22,578	29,329	20,000	20,884
Engineering fees	2,564	7,703	21,267	56,063	46,038	25,000	30,000
Contracted Services	20,805			14,092	(4,519)	14,000	14,000
Other Misc.	19,810	2,841	24,178	20,541	12,523	20,000	20,000
Total operating expenses	76,919	45,700	83,105	131,619	100,367	99,622	111,125
Operating income (loss)	11,933	58,131	50,436	20,786	72,518	63,378	71,600
Cash flows							
Operating income (loss)	11,933	58,131	50,436	20,786	72,518	63,378	71,600
Depreciation	19,149	19,378	19,378	22,578	29,329	20000	20,884
Change in assets and liabilities	8,649	9,145	23,948	19778	11519		
Interest received	121	84	804	358	56		
Financing activity							
2013 Street	(2,903)	(2,903)	(2,902)	(2,902)	(2,902)	(2,902)	(2,902)
2014 Street Bond	(14,001)	(13,757)	(13,513)	(13,270)	(14,076)	(14,076)	(14,076)
2016 Street Bond			(14,467)	(13,230)	(13,070)	(13,070)	(13,070)
North Ravine Debt Service 2012-2031	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Transfer In/Out		(150,000)			179,550		
Change in net position	2,948	(99,922)	43,683	14,098	242,924	33,329	42,435
Cash and cash equivalents							
Beginning of year	26,484	29,432	(70,490)	(26,807)	(12,709)	230,215	263,544
End of year	<u>\$ 29,432</u>	<u>\$ (70,490)</u>	<u>\$ (26,807)</u>	<u>\$ (12,709)</u>	<u>\$ 230,215</u>	<u>\$ 263,544</u>	<u>\$ 305,980</u>

CITY OF NEWPORT, MINNESOTA

**STREET LIGHT ENTERPRISE FUND
2022 PROPOSED BUDGET**

	2016 ACTUAL BUDGET	2017 ACTUAL DRAFT	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
Operating revenue							
Street light charges	79,225	83,085	87,256	88,146	86,035	89,500	92,438
Total operating revenue	79,225	83,085	87,256	88,146	86,035	89,500	92,438
Operating expenses							
Salaries	7,234	7,145	8,270	8453	8819	9040	12440
PERA	543	536	620	634	662	678	933
FICA/Medicare	519	520	616	626	655	692	952
Insurance	1,281	1,326	1,101	1,188	1257	1400	2687
Supplies	0	0					
Utilities	41,759	38,598	42,752	41966	39101	46000	46920
Depreciation	0	0					
Other	0	0	1,612	-4035			
Total operating expenses	51,336	48,125	54,971	48,832	50,494	57,810	63,932
Operating income (loss)	27,889	34,960	32,285	39,314	35,541	31,690	28,506
Cash flows							
Operating income (loss)	27,889	34,960	32,285	39,314	35,541	31,690	28,506
Depreciation			0				
Change in assets & liabilities			0				
Transfer to Other CIP for lights							-50000
Interest received	170	84	733	1805	1873		
Net change in cash and cash equivalents	28,059	35,044	33,018	41,119	37,414	31,690	(21,494)
Cash and cash equivalents							
Beginning of year	60,903	88,962	124,006	157,024	198,143	235,557	267,247
End of year	\$ 88,962	\$ 124,006	\$ 157,024	\$ 198,143	\$ 235,557	\$ 267,247	\$ 245,754

2018-2026 EQUIPMENT CIP
2022 PROPOSED BUDGET

REVENUE	2018	2019	2020	2021	2022	2023	2024	2025	2026
Transfer from General Fund	\$ 145,000	\$ 32,000	\$ 33,000	\$ 91,800	\$ 300,000	\$ 100,000	\$100,000	\$ 100,000	\$ 100,000
Grants	\$ 14,175								
Investment Earnings	\$ 2,030	\$ 9,952	\$ 8,354						
Misc.			\$ 6,500		\$ 280,000				
TOTAL REVENUE	\$ 161,205	\$ 41,952	\$ 47,854	\$ 91,800	\$ 580,000	\$ 100,000	\$100,000	\$ 100,000	\$ 100,000

General			
11	Council and commission computer		10000
	Administration computers	Life span	

[illegible]

70	F-1 GMC 4x4 Grass Rig	20											
13	Ford CV (Chief's vehicle)	10											
82	F-2 Ford 8000 Tanker/Tender	30				233,000							
13	F- , Emax Typhoon Pumper	25											
88	F-2 Ford L9000 Pumper	25											
19	GMC Crew Grass Rig	20	66,282										
04	F-1 Sterling Pumper	25											
05	*F-1 Crown Vic (Extra vehicle)												
15	*Ford Utility Vehicle	20											
67	F-1 10Kw Generator	30											
98	Air Packs	15				170,000							
var	Fire Hose (DNR matching grant)	10	9,520										
06	Portable Radios	10				75,000							
var	Fire Paggers (DNR mating grant)	10			3,877	4,000							
var	Structural Firefighting Gear	10	17,257	11,955	12,726	20,531	4,600	5,000		5,100	7,000	25,000	
04	Extraction Equipment	15								38,000			
na	Vehicle CAD System Laptops 4	10					20,000						
85	Ventilation Fan	15					5,000						
06	Mobile radios	10						45,000					

\$	93,059	\$	97,557	\$	46,907	\$	721,764	\$	29,600	\$	80,000	\$	73,100	\$	42,000	\$	235,000
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Excess (Deficiency) of Revenue over Expenditures	\$ 68,146	\$ (55,605)	\$ 947	\$ (629,964)	\$ 550,400	\$ 20,000	\$ 26,900	\$ 58,000	\$ (135,000)
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Fund Balance: Beginning of Year	394,809	462,955	414,361	415,308	(214,656)	335,744	355,744	382,644	440,644
Fund Balance: End of Year	\$ 462,955	\$ 407,351	\$ 415,308	\$ (214,656)	\$ 335,744	\$ 355,744	\$ 382,644	\$ 440,644	\$ 305,644

Audit 414361

* Donated vehicles no replacement.

CITY OF NEWPORT, MINNESOTA

2018-2026 PARKS CIP
2022 PROPOSED BUDGET

REVENUE	2018	2019	2020	2021	2022	2023	2024	2025	2026
Transfer from General Fund	\$ 94,500	\$ 50,000	\$ 33,000	\$ 33,660	\$ 275,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Investments	\$ 305	\$ 3,727	\$ 9,273						
Park Dedication Fees	\$ 14,000	\$ 193,516							
Transfer from Street Light Fund					\$ 50,000				\$ 30,000
Donations	\$ 37	\$ (30)	\$ 80						
Transfer from NEDA					\$ 85,000				
TOTAL REVENUE	\$ 108,842	\$ 247,213	\$ 42,353	\$ 33,660	\$ 410,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 105,000
EXPENDITURES									
Bailey School Forest									
Install 45' gazebo									
Parkinglot and trail maintenance				5,000					
Busy Beaver Park									
Build shelter with table									
Play Structure 1997 MN WI Playground						100,000			
Fencing						6,000			
Fishing Pier								30,000	
Park Development				6,000	30,000				
Tree Removal EAB									
CSAH 38 Trail					150,000	25,000			
Lions Park									
New lighting for skating					50,000				
Asphalt hockey rink					30,000				
Parkinglot overlay					100,000				
Rink Repair					75,000				
Install new play structure					250,000				
Loveland Park									
Repair warming house									
Lighting of the skating rink									30,000
Finish tennis courts									
Parkinglot overlay									
Replace 2 ADA drinking fountains					7,500				
New fencing for backstops									
Springler system on ball fields								15,000	
Play Structure - 2001 EFA									150,000
Pioneer Park									
Veteran's Memorial									
Install class 5 parking with bituminous								8,500	
Upgrade park lighting									
Replace play structure - 1996 EFA						150,000			
Run water to large pavilion						5,000			
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 11,000	\$ 692,500	\$ 286,000	\$ -	\$ 53,500	\$ 180,000
Excess (Deficiency) of Revenue over Expenditures	\$ 108,842	\$ 247,213	\$ 42,353	\$ 22,660	\$ (282,500)	\$ (211,000)	\$ 75,000	\$ 21,500	\$ (75,000)
Fund Balance: Beginning of Year	167,226	276,068	523,281	565,634	588,294	305,794	94,794	169,794	191,294
Fund Balance: End of Year	\$ 276,068	\$ 523,281	\$ 565,634	\$ 588,294	\$ 305,794	\$ 94,794	\$ 169,794	\$ 191,294	\$ 116,294

CITY OF NEWPORT, MINNESOTA

2018-2026 BUILDINGS CIP
2022 PROPOSED BUDGET

REVENUE	2018	2019	2020	2021	2022	2023	2024	2025	2026
Transfer from General Fund	\$ 200,000	\$ 50,000	\$ 25,000	\$ 25,500	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Investment earnings	\$ 3,000	\$ 11,418	\$ 7,226						
Transfer from Light Fund							\$ 5,000		
TOTAL REVENUE	\$ 203,000	\$ 61,418	\$ 32,226	\$ 25,500	\$ 25,000	\$ 25,000	\$ 30,000	\$ 25,000	\$ 25,000
EXPENDITURES									
City Hall									
Upgrade HVAC in Police Department						-			
Carpet Council Chambers/Offices	6,890								
Paint interior and exterior									
Replace roof									
Reconstruct parking lot									
Upgrade (Foundation, etc.)									
Fire Hall No.1									
Replace HVAC throughout building						-			
Tuck point all brick on building									
Paint exterior of building									
Paint interior of building									
Upgrade lighting throughout building									
Carpet upstairs level									
Reconstruct all driving surfaces									
Upgrade garage doors & openers									
Concrete work for aprons & sidewalk									
Replace roof on east side									
Replace roof on west side									
Demolition					75,000				
Fire Hall No.2									
Renovate exterior of building		-	-		-	-			
Replace HVAC throughout building (2015)	-	-	-	-	-	-			
Upgrade lighting & garage doors		-	-		-	-			
Upgrade insulation, interior, and roof									
Reconstruct all driving surfaces									
Demolition					25,000				
Library & Community Center									
Upgrade entry doors									
Railing repair					10,000				
Install new roof							15,000		
Paint exterior							5,000		
Upgrade lighting							5,000		
Carpeting									5,000
Public Works									
Paint interior of maint. Shop & exterior								16,500	
Floor repair								8,000	
Security system									
Upgrade garage doors & openers									8,000
New floor hoists for heavy equipment									55,000
Reroof building (2001)									150,000
Update HVAC for office area									20,000
Upgrade garage HVAC to radiant heat									28,000
Reconstruct all asphalt driving surfaces									60,000
New garage doors		11,870							
Concrete apron repair					15,000				
Railroad Club									
Exterior upgrades to siding									
Install new roof	9,490								
Upgrade windows and doors		-							
Upgrade electrical system & lighting					6,000				
Upgrade HVAC (2030?)								8,000	
Railroad Tower - roof 2018									
TOTAL EXPENDITURES	\$ 16,380	\$ 11,870	\$ -	\$ -	\$ 131,000	\$ -	\$ 25,000	\$ 32,500	\$ 326,000
Excess (Deficiency) of Revenue over Expenditures	\$ 186,620	\$ 49,548	\$ 32,226	\$ 25,500	\$ (106,000)	\$ 25,000	\$ 5,000	\$ (7,500)	\$ (301,000)
Fund Balance: Beginning of Year	364,788	551,408	593,946	626,172	651,672	545,672	570,672	575,672	568,172
Fund Balance: End of Year	<u>\$ 551,408</u>	<u>\$ 600,956</u>	<u>\$ 626,172</u>	<u>\$ 651,672</u>	<u>\$ 545,672</u>	<u>\$ 570,672</u>	<u>\$ 575,672</u>	<u>\$ 568,172</u>	<u>\$ 267,172</u>

City of Newport, MN
Resolution No. 2021-45

A Resolution Approving Levy Certification For Levy Year 2021, Payable
2022, And Adopting the 2022 General Fund Operating Budget, The 2022
Water, Sewer, Storm Water, and Streetlight Enterprise Funds, and the 2022-
2026 CIP

WHEREAS, The City Council of Newport annually establishes and adopts a General Fund Operating Budget; and

WHEREAS, The City Council of Newport did certify a proposed Preliminary Tax Levy to Washington County before September 30, 2021 in the amount of \$3,255,350 for levy year 2022; and

WHEREAS, The total proposed Levy Certification for Levy Year 2021, payable 2022, is a 11.37% increase over last year's certified levy; and

WHEREAS, The median residential property is projected to increase \$19.77 in the City portion of their taxes payable 2022 under the Total Levy Certification Levy amount; and

WHEREAS, The City Council of Newport did hold a "Truth In Taxation" Hearing on Thursday, December 2, 2021 and presented the 2021 Proposed Final Levy, 2022 Proposed General Fund Operating Budget, 2022 Water, Sewer, Storm Water, and Streetlight Enterprise Funds, the 2022 Economic Development Authority Budget, and the 2022 CIP; and

NOW, THEREFORE, BE IT RESOLVED, That the Newport City Council, County of Washington, Minnesota hereby certifies the following sums of money be levied for Payable 2022 Final Levy Certification upon the taxable property in the City of Newport:

General Fund:	\$2,237,427
2014A General Obligation Bond	\$151,088
2016A General Obligation Bond	\$20,443
2018A General Obligation Bond	\$268,107
<u>2021A City Hall/Fire Hall</u>	<u>\$578,285</u>
Total Levy Certification:	\$3,255,350

NOW, THEREFORE, BE IT FURTHER RESOLVED, That the City Clerk/Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor, Washington County, Minnesota.

Adopted this 2nd day of December 2021 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Elliott	_____
	Chapdelaine	_____
	Ingemann	_____
	Taylor	_____
	Johnson	_____

Signed: _____
Laurie Elliott, Mayor

ATTEST: _____
Deb Hill, City Administrator



MEMO

TO: Newport City Council

FROM: Deb Hill, City Administrator

DATE: December 2, 2021

SUBJECT: New FEMA grant

Background: The City of Newport received a FEMA grant in 2015 to acquire and mitigate three properties near the levee – two homes were acquired. In 2019 the city received a grant for model flood damage and impacts of the levee failing. The study concluded that it would be beneficial to have the last remaining property to be removed and levee breached.

Staff is currently working on a new FEMA grant that would enable the city to acquire and mitigate 1651 Cedar Lane and breach the levee. The total amount of the grant would be \$455,800 with the city portion (25%) being \$113,950. Staff has contacted the DNR – it appears at this time they probably have funds to share in the cost which would bring the city share down to \$56,975.

Discussion: Council needs to decide whether to move forward with the grant and commit the funds needed.

Recommendation: Staff recommends the approving the resolution and commitment of funds.

:

City of Newport, MN
Resolution No. 2021-44
A Resolution Authorizing Execution of Sub-Grant Agreement

Be it resolved that the City of Newport enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance. Debora Hill, City Administrator is hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement the project on behalf of the City of Newport, MN.

Adopted this 2nd day of December 2021 by the Newport City Council.

Motion by: _____ Seconded by: _____

VOTE:	Elliott	_____
	Chapdelaine	_____
	Ingemann	_____
	Taylor	_____
	Johnson	_____

I certify that the above resolution was adopted by the City Council of City of Newport, MN on December 2, 2021.

Signed: _____
Laurie Elliott, Mayor

Attest: _____
Deb Hill, City Administrator

Letter of Commitment of Funds

City of Newport
596 7th Avenue
Newport, MN 55055

As a potential sub-grantee in a Hazard Mitigation Assistance (HMA) Program, City of Newport hereby commits the matching funds necessary for the proposed mitigation of flooding hazards associated with 1651 Cedar Lane, Newport, MN 55055 and the breach the levee located on the 1651 Cedar Lane parcel and on parcel identification number 35.028.22.12.0011

After FEMA approval and during project implementation, the City of Newport acknowledges that it is responsible for providing a minimum of 25% of all eligible project costs or in local matching funds to comply with all grant cost share requirements.

As signed, we understand the responsibilities of a sub-grantee participating in the HMA program and hereby authorize the use of these non-federal funds for this proposed project.

Laurie Elliott, Mayor

December 2, 2021

Debora Hill, City Administrator

December 2, 2021