



**City of Newport**  
2023 Adopted  
General Fund and Enterprise Fund Budgets  
Capital Improvement Plans

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## **PROPERTY TAXES**

**Current ad valorem:** Established by the State Legislature with Levy Limits. The collectable tax revenues for 2021 reflect a total ad valorem tax which includes the Fire Relief levy.

**Fiscal disparities:** Metro communities share in the growth of commercial and industrial property value. The program redistributes to all municipalities through a formula based on population and market value. The distribution levy is determined by multiplying the city's prior year tax rate by the distribution levy.

**Delinquent:** Delinquent taxes collected from previous years.

**Fire Relief:** The City's levy portion of Fire Department revenue.

## **INTERGOVERNMENTAL REVENUE**

**Local Government Aid:** Monies to be received from the State.

**Market Value Homestead Credit:** Eliminated by the State Legislature in 2010.

**Police Town Aid:** The City no longer receives this due to contracting with Washington County Sheriff's.

**State Fire Relief Aid:** Amount from the State. This is a pass through given to the Fire Relief Assoc.

## **LICENSES & PERMITS**

**Licenses & Permits:** Fees collected by the City for general permits and contractor licenses.

**Liquor licenses:** Fees paid to the City for all liquor licensing.

**Cigarette license:** Fees collected by the City from establishments that sell cigarettes.

**Building permits:** Fees collected by the City for all building permits. In 2010, the City contracted with Cottage Grove to perform all building inspections, except electrical.

**Animal license and citations:** Dog tags.

**Recycling / Sanitation:** Fees collected by the City from garbage/recycling haulers.

## **CHARGES FOR SERVICES**

**Accident Reports:** Fees collected for copies of reports.

**Antenna & franchise fees:** Accounts for the lease revenue the City receives from its two antenna towers from Sprint, along with franchise fees from Xcel Energy.

## **OTHER REVENUE**

**Fines & forfeits:** Revenue received from the courts for tickets, or bad checks, etc.

**Interest on investments:** This number is based on the estimated interest gained from funds invested that are directly related to the General Fund.

**Other Revenue:** Unanticipated one-time revenues.

# CITY OF NEWPORT, MINNESOTA

## GENERAL FUND 2023 APPROVED BUDGET

REVENUE	2018 ACTUAL BUDGET	2019 ACTUAL BUDGET	2020 ACTUAL BUDGET	2021 ACTUAL BUDGET	2022 APPROVED BUDGET	2023 APPROVED BUDGET
<b>Property Taxes</b>						
Current ad valorem	1,792,910	1,908,778	1,893,896	1,858,170	1,878,500	1,968,627
Fiscal disparities	326,837	345,853	381,122	368,425	358,927	370,980
Fire relief	62,157	15,385	15,938	5,396	-	
Special Assessments/debt service						
Total Property Taxes	<u>2,181,904</u>	<u>2,270,016</u>	<u>2,290,956</u>	<u>2,231,991</u>	<u>2,237,427</u>	<u>2,339,607</u>
<b>Intergovernmental Revenue</b>						
Local governmental aid	599,605	563,975	563,975	527,195	527,195	452,475
Market Value & other tax credits						
Police town aid						
Police training reimbursement						
State fire relief aid	20,837	22,320	24,582	23,969	24,000	24,000
Other/miscellaneous grants	37,651	14,892	36,814	78,576	25,000	25,000
Total Intergovernmental Revenue	<u>658,093</u>	<u>601,187</u>	<u>625,371</u>	<u>629,740</u>	<u>576,195</u>	<u>501,475</u>
<b>Licenses and Permits</b>						
Conditional use permits	3,550	1,500	1,950	2,000	1,700	1,700
Licenses and permits	375		600	150		
Liquor licenses	8,610	8,610	273	1,350	8,600	8,600
Cigarette licenses	750	750		1,000	750	750
Building permit fees	288,166	473,823	371,947	478,655	125,000	100,000
Animal licenses/citations	1,605	1,440	1,095	1,395	1,400	1,400
Recycling/sanitation	3,600	1,500	2,100	1,800	2,400	2,400
Total Licenses and Permits	<u>306,656</u>	<u>487,623</u>	<u>377,965</u>	<u>486,350</u>	<u>139,850</u>	<u>114,850</u>
<b>Charges for Services</b>						
Planning and zoning						
Special assessment search	-		-			
Accident reports						
Antenna franchise fees	83,854	89,898	94,203	95,878	96,000	98,000
Miscellaneous	23,800	19,235	15,864	57,790	20,000	22,000
Total Charges for Services	<u>107,654</u>	<u>109,133</u>	<u>110,067</u>	<u>153,668</u>	<u>116,000</u>	<u>120,000</u>
<b>Other Revenue</b>						
Fines and forfeits	31,279	22,352	24,642	32,470	25,250	27,000
Interest earned on investments	16,012	93,419	76,825	8,737	20,000	20,000
Billboard/rent/sale property	-		-	123,015	152,128	156,588
Donations	546	1,055	564	10,769	1,500	3,500
Other	33,236	53,467	77,364	38,896	50,000	50,000
Total Other Revenue	<u>81,073</u>	<u>170,293</u>	<u>179,395</u>	<u>213,887</u>	<u>248,878</u>	<u>257,088</u>
<b>TOTAL REVENUE</b>	<b><u>3,335,380</u></b>	<b><u>3,638,252</u></b>	<b><u>3,583,754</u></b>	<b><u>3,715,636</u></b>	<b><u>3,318,350</u></b>	<b><u>3,333,020</u></b>

## **MAYOR & COUNCIL**

*Personal Services:* Mayor & Council salary. Mayor - \$6,000/year, Council - \$4,000/year (each member)

*Worker's Compensation:* Workers Compensation

*Travel/Conferences:* Attend League Conf., Training sessions.

*Memberships:* Includes membership to Mayor's Association, and dues and subscriptions.

*Education:* Training, conferences.

## **ADMINISTRATION**

Provide leadership to the Newport City Council; provide citizens of Newport with professional admin. services; maintain all municipal records; assist the public in matters of Health, Welfare and Safety.

*Personnel services:* Reflects all costs associated with the personnel (3 FTE) for Admin. Department.

*PERA:* PERA stands for Public Employees Retirement Association.

*Health Insurance:* Health and dental insurance for the employees in the Administration Department.

*Workers Compensation:* Workers Compensation.

*Office supplies:* Licenses, general supplies including awards, plaques, coffee service, copy, etc.

*Computer and Phone Services:* Internet, equipment, telephones, and cellular phone bills.

*Equipment repair/maintenance:* General maintenance for the copy machine, fix and repair computers.

*Travel & Mileage:* Transportation allowance for travel and meals at conferences and official meetings.

*Printing & Publication:* Informational material for public notices.

*Postage:* Mailings of official city business.

*Dues & Subscriptions:* League of MN Cities, MN Managers Association, newspaper, etc.

*Education:* Continuing education, training, conferences and seminars.

*Contractual Services:* Unanticipated contractual services.

*Capital outlay and miscellaneous:* Furniture, etc.

*Miscellaneous:* Unanticipated miscellaneous capital, supplies, services, and equipment.

## **ELECTIONS**

Provide for the public to vote in local, state and federal elections, including recruitment and training.

*Temporary employees:* Election and training.

*Operating supplies:* Equipment, and general supplies.

*Travel & conferences:* Training for staff to keep current of any changes in the elections law.

*Printing & Publication:* Notices in the newspaper.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2023 APPROVED BUDGET**

<u>EXPENDITURES: GENERAL GOVERN</u>	<u>2018 ACTUAL BUDGET</u>	<u>2019 ACTUAL BUDGET</u>	<u>2020 ACTUAL BUDGET</u>	<u>2021 ACTUAL BUDGET</u>	<u>2022 APPROVED BUDGET</u>	<u>2023 APPROVED BUDGET</u>
<b>Mayor and Council</b>						
Personnel services	19,550	22,560	22,560	22,560	22,560	25,200
PERA	787	909	909	690	1,128	1,260
FICA/Medicare	1,495	1,726	1,726	1,726	1,726	1,928
Workers Comp	97	81	98	92	100	100
Computer & phone service				589	750	750
Travel/conferences	-	551	47	10	1,200	1,200
Memberships	250	105	270		400	400
Education	465	400	208	95	1,500	1,500
Miscellaneous	0	1313				
<b>Total Mayor and Council</b>	<b>22,644</b>	<b>27,645</b>	<b>25,818</b>	<b>25,762</b>	<b>29,364</b>	<b>32,338</b>
<b>Administration</b>						
Personnel services (3.0)	179,481	193,687	224,141	249,937	293,400	263,000
PERA	13,408	14,446	17,283	18,745	21,000	20,300
FICA/Medicare	13,334	14,415	17,227	18,766	22,561	20,650
Health Insurance	23,847	25,522	25,826	34,355	47,257	55,650
Workers Comp	1,983	1,328	2,070	1,804	2,200	2,300
Office supplies	7,110	4,406	3,229	3,903	7,000	7,000
Computer & phone services	9,467	10,161	9,204	10,989	10,000	12,000
Travel & mileage	2,296	2,375	1,297	1,334	3,500	3,500
Printing and publishing	2,646	1,418	1,540	1,034	3,000	3,000
Postage	1,405	2,635	2,946	1,459	3,500	3,500
Dues and subscriptions	7,617	8,169	7,531	6,590	8,300	8,300
Education	3,123	4,302	815	1,691	5,000	5,000
Contractual services	7,400	7,421	9,106	11,699	10,000	13,000
Capital outlay	-	6,742		-	2,000	2,000
Miscellaneous	14,964	16,137	7,444	31,048	14,000	16,000
<b>Total Administration</b>	<b>288,081</b>	<b>313,164</b>	<b>329,659</b>	<b>393,354</b>	<b>452,718</b>	<b>435,200</b>
<b>Elections</b>						
Temporary employees	2,418	783	4,143	1,217	3,200	700
Operating supplies			723	92	700	700
Travel and conferences		62			100	100
Printing and publishing	49					
Miscellaneous	171		172		500	500
<b>Total Elections</b>	<b>2,638</b>	<b>845</b>	<b>5,038</b>	<b>1,309</b>	<b>4,500</b>	<b>2,000</b>
<b>Rental Inspections</b>						
Part-time employees	279	4,070	-		4,200	4,200
FICA/Medicare	21					
<b>Total Inspections</b>	<b>300</b>	<b>4,070</b>	<b>-</b>	<b>-</b>	<b>4,200</b>	<b>4,200</b>

## **PROFESSIONAL SERVICES**

Provide for the specialized services that require expert knowledge in the specific fields.

**Accounting/Audit:** Continue the annual audit with Malloy, Montague, Karnowski, Radosevich & Co.

**Engineering:** Contracted Engineer consultation with MSA.

**Legal:** Legal related work and legal retainer for attendance of Council meeting and special meeting.

**IT, phone, and hardware:** Contractual services with office IT, phone, and internet support and service.

**Financial:** Contractual services for financial services with Ehlers.

**Building Inspector:** In 2023, the City has contracted out building inspection services with the City of West Saint Paul.

**Insurance - Property/Casualty:** Insurance placed with the League of MN Cities Insurance Trust.

**Miscellaneous Contracted Service:** Zoning Ordinance Codification. Property appraisals, ROW purchases, and unanticipated and undesignated professional service needs including computer service, Banyon Contract Service, and copy machine lease.

## **PLANNING & ZONING**

Provide professional support to the Planning Commission and to ensure proper and legal interpretation and enforcement of the zoning ordinance. Make recommendations on planning and development matters, oversee and enforce the zoning, subdivision, and Comprehensive Plan.

**Personnel Services:** Pays planning commission members at \$30/member/meeting.

**Operating supplies:** Supplies to be used to cover expenses associated with materials and other supplies necessary to prepare and provide planning information to the public and/or planning commission.

**Professional Services:** Those services that require outside professional assistance, e.g. Comprehensive Land Use Plan update. Consultation is provided by Bolton & Menk.

**Travel & conferences:** Covers the cost to attend Planning conferences and seminars.

**Printing & Publishing:** Public hearing notices.

**Dues and Subscriptions:** Planning magazine and planning association memberships.

**Education:** Continuing education, training, seminars.

## **GOVERNMENT FACILITIES**

Maintain in good repair those buildings owned by the public of the City of Newport.

**City Hall:** Maintenance and utility expenditures.

**Public Library:** The budget reflects personnel costs, supplies, capital maintenance, and utility expenditures.

**Railroad Tower:** Capital maintenance and utility expenditures.

**POLICE SERVICES**

The Newport City Council approved a contract for law enforcement services with Washington County Sheriff's Office effective January 1, 2016.

*Personnel Services:* Reflects all the costs associated with contracting with Washington County Sheriff's Office for police services and code enforcement through the City of West Saint Paul.

*Animal Control:* For transportation and boarding

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2023 APPROVED BUDGET**

<b>EXPENDITURES: GENERAL GOVERN</b>	<b>2018 ACTUAL BUDGET</b>	<b>2019 ACTUAL BUDGET</b>	<b>2020 ACTUAL BUDGET</b>	<b>2021 ACTUAL BUDGET</b>	<b>2022 APPROVED BUDGET</b>	<b>2023 APPROVED BUDGET</b>
<b>Professional services</b>						
Accounting/audit	31,082	33,448	32,236	37,021	36,000	37,000
Engineering	70,667	74,030	82,380	96,048	70,000	80,000
Legal	67,665	79,195	69,510	64,381	75,000	88,000
IT, phone support & hardware	12,328	13,346	11,035	16,711	25,000	20,000
Financial/Assessment services	36,239	32,842	31,911	44,973	35,000	42,000
Building inspection	74,629	265,549	209,895	221,285	100,000	85,000
Insurance	34,295	38,675	50,263	55,668	50,000	58,000
Misc. contracted services	8,865	14,419	18,858	22,107	50,000	45,000
<b>Total Professional Services</b>	<b>335,770</b>	<b>551,504</b>	<b>506,088</b>	<b>558,194</b>	<b>441,000</b>	<b>455,000</b>
<b>Planning and Zoning</b>						
Personnel services	0					
Part time - planning com.	1,050	1,320	1,260	1,500	1,800	1,800
PERA	0					
FICA/Medicare	80	101	96	115	138	138
Operating supplies	380	161			500	500
Professional services	58,121	15,841	25,468	31,624	55,000	58,000
Travel and conferences	10	100			1,000	1,000
Miscellaneous	0					
<b>Total Planning &amp; Zoning</b>	<b>59,641</b>	<b>17,523</b>	<b>26,824</b>	<b>33,239</b>	<b>58,438</b>	<b>61,438</b>
<b>Government Buildings</b>						
<b>City Hall/Public Safety Building</b>						
Operating supplies	371	418	141	200	900	4,000
Repairs and maintenance	1,562	282	100	50	1,500	6,000
Utilities	6,840	5,244	6,125	7,101	12,000	45,000
Capital outlay	-				2,500	14,000
<b>Total City Hall</b>	<b>8,773</b>	<b>5,944</b>	<b>6,366</b>	<b>7,351</b>	<b>16,900</b>	<b>69,000</b>
<b>Library</b>						
Personnel	13,829	13,723	15,586	15,770	21,800	25,000
FICA	857	851	966	978	1,352	1,550
Medicare	201	199	226	229	316	363
PERA	942	845	1,019	982	1,635	1,875
Supplies	5	282	624	263	1,100	1,100
Computer and phones	1,946	2,309	4,125	2,936	2,500	2,500
Repairs and maintenance	422	6	32	777	750	750
Utilities	2,362	2,100	2,078	2,364	2,500	4,500
Contracted Services	1,705	1,697	1,730	1,730	2,500	2,500
Capital outlay	2,680	2,096			4,500	4,500
<b>Total Library</b>	<b>24,949</b>	<b>24,108</b>	<b>26,386</b>	<b>26,028</b>	<b>38,953</b>	<b>44,638</b>
<b>Railroad Tower</b>						
Repairs and maintenance	-				200	200
Utilities	293	322	367	349	400	800
<b>Total Railroad Tower</b>	<b>293</b>	<b>322</b>	<b>367</b>	<b>349</b>	<b>600</b>	<b>1,000</b>
<b>Total Government Buildings</b>	<b>34,015</b>	<b>30,374</b>	<b>33,119</b>	<b>33,728</b>	<b>56,453</b>	<b>114,638</b>
<b>Total General Government</b>	<b>743,089</b>	<b>945,125</b>	<b>926,546</b>	<b>1,045,586</b>	<b>1,046,672</b>	<b>1,104,813</b>



## **FIRE PROTECTION**

The Newport Fire Department dedicates its efforts to provide for the safety and welfare of the public through preservation and protection of life, property, and the environment. This Department strives to meet the task through sustained training and education, fire prevention programs, fire suppression, and emergency preparedness.

**Personnel Services:** Reflects pay per hour for 20-25 paid-on-call fire fighters.

**Workers Compensation:** Workers Compensation

**Office supplies:** Stationary, paper supplies.

**Vehicle supplies:** Reflects radio repair, parts for servicing, equipment resuscitators, radio change over.

**Tools & Equipment:** Minor tools.

**Fuel:** Fuel for equipment.

**Uniforms:** Gear replacement.

**Communication:** Phone and stamps.

**800 MHz Radios:** The department's annual operations cost for radios.

**Travel & Conferences:** Training.

**Memberships:** Membership dues.

**Subscriptions:** Professional information.

**Education:** State fire school, Northeast Metro Tech College, Hennepin Tech College, Fire Institute Association of Minnesota, Dakota Co. Tech College.

**Contractual:** Vehicle repairs and maintenance. Physicals and inoculations.

**Fire Relief:** The City of Newport's contribution to the firefighters relief association.

**State Fire Relief Aid:** This item is a straight pass through.

**Fire Marshall:** Salary for the Fire Marshall.

**Capital Outlay:** Replacement of hoses, air packs, and turn-out gear.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2023 APPROVED BUDGET**

<u>EXPENDITURES: PUBLIC SAFETY</u>	<u>2018 ACTUAL BUDGET</u>	<u>2019 ACTUAL BUDGET</u>	<u>2020 ACTUAL BUDGET</u>	<u>2021 ACTUAL BUDGET</u>	<u>2022 APPROVED BUDGET</u>	<u>2023 APPROVED BUDGET</u>
Law Enforcement						
Personnel services	730,855	790,738	574,469	871,814	913,125	1,026,148
CSO		911	338	565	7,000	7,000
Animal control	5,717	5,676	4,999	4,003	6,500	6,500
Total Police Department	<u>736,572</u>	<u>797,325</u>	<u>579,806</u>	<u>876,382</u>	<u>926,625</u>	<u>1,039,648</u>
Fire Protection						
Personnel services (25)	53,902	63,412	49,784	60,789	69,000	100,000
Fica/Medicare	4,124	4,851	3,931	4,678	5,279	7,650
Workers' comp. insurance	9,917	7,281	10,338	7,668	12,000	12,000
Office supplies	1,725	3,289	29	1,005	2,000	2,000
Vehicle supplies	1,349	4,946	1,683	3,528	3,500	3,500
Tools and equipment	2,553	1,700	3,842	2,691	4,000	5,000
Fuel	3,291	4,146	1,912	3,494	4,500	8,000
Uniforms	1,812	2,461	1,469	2,293	3,000	3,000
Computers & phones (1-cell)	5,111	5,507	5,343	6,095	6,000	7,500
Radios - 800 MHz (27) * \$400/yr	9,686	16,946	13,271	12,675	16,000	16,000
Travel and conferences	273	355	101		1,000	1,000
Memberships & subscriptions	856	982	1,800	150	1,000	2,100
Education	5,073	11,262	6,662	4,569	11,000	11,000
Repairs & maintenance	6,422	4,702	8,541	16,717	7,000	10,000
Contractual & Fire Inspections	8,359	9,244	7,432	8,160	13,000	13,500
Fire Relief	62,157	15,385	15,938	5,396	-	
State Fire Relief Aid	20,837	22,320	22,902	23,969	24,000	24,000
Civil Defence					300	300
Capital outlay	972	321			6,500	7,500
Total Fire Protection	<u>198,419</u>	<u>179,110</u>	<u>154,978</u>	<u>163,877</u>	<u>189,079</u>	<u>234,050</u>
Fire Station No. 1						
Operating supplies	-				500	
Repairs and maintenance	966	939	484	1,288	500	
Utilities	7,334	6,741	5,995	6,906	4,000	
Capital outlay	-				1,000	
Total Fire Station No. 1	<u>8,300</u>	<u>7,680</u>	<u>6,479</u>	<u>8,194</u>	<u>6,000</u>	
Fire Station No. 2						
Operating supplies	-				500	
Repairs and maintenance	0	525				
Utilities	3,191	737	1,648	1,988	1,200	
Capital outlay	0					
Total Fire Station No. 2	<u>3,191</u>	<u>1,262</u>	<u>1,648</u>	<u>1,988</u>	<u>1,700</u>	
Total Public Safety	<u>946,482</u>	<u>985,377</u>	<u>742,911</u>	<u>1,050,441</u>	<u>1,123,404</u>	<u>1,273,698</u>

## **STREETS DIVISION**

The Newport Public Works Department is responsible for the operation and maintenance of all water systems, sanitary sewer systems, storm water systems, City-owned equipment, and City roadways, including snow removal and sanding, pavement repairs, striping, signs, and traffic signals.

**Personnel Services:** Reflects costs associated with the personnel (1.94 FTE) assigned to the Street Dept.

**PERA:** PERA stands for Public Employees Retirement Association.

**Workers Compensation:** Workers Compensation

**Health Insurance:** Health and dental insurance for the employees in the Street Department.

**Full-time overtime:** Snow plowing and emergency call-outs.

**Part-time Personnel Services:** Seasonal part-time.

**Operations and Supplies:** Sand-salt, gravel, black top, cleaning supplies, shop supplies.

**Miscellaneous materials and supplies:** Special projects, events, and non-anticipated activities.

**Vehicle supplies:** New items, repair parts, replacement items, motors, bulbs, filters, gaskets etc.

**Small tools and equipment:** Shovels, rakes, brooms, saws, drills, small mowers, chainsaws, etc.

**Fuel:** Fuel for all equipment.

**Uniforms:** Includes the cost of uniforms for each employee.

**Rental:** Warning lights, portable toilets, small tools, pieces of equipment to buildings.

**Travel and Mileage:** New item for attendance to public works conferences and seminars.

**Education:** Continuing education.

**Dues and Subscriptions:** Washington County Public Health, Street Superintendent Association.

**Communications:** Telephone and cellular phones.

**Vehicle repairs:** For repairing and maintaining vehicles.

**Street Maintenance:** Cost to cover the expenditure to seal coat approximately one-third of the City streets annually.

**Capital outlay:** Miscellaneous equipment utilized for street repair and maintenance.

**Contracted Services:** Technical support, curb repair and replacement, tree removal, dust control, vehicle repairs, MnDOT inspections, unanticipated repair work.

**Miscellaneous:** Unanticipated.

## **COMPOSTING & RECYCLING**

Provide for the continuation of the central compost site program.

*Personal Services:* Part-time help to receive composting at the City's compost site.

*Operating supplies:* Signs, repair parts, etc.

*Contracted Services:* Portable toilet.

*Capital Outlay:* Unanticipated.

## **GOVERNMENT FACILITIES**

*Public Works Garage:* Maintenance and utility expenditures.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2023 APPROVED BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MA</u>	<u>2018 ACTUAL BUDGET</u>	<u>2019 ACTUAL BUDGET</u>	<u>2020 ACTUAL BUDGET</u>	<u>2021 ACTUAL BUDGET</u>	<u>2022 APPROVED BUDGET</u>	<u>2023 APPROVED BUDGET</u>
<b>Streets</b>						
Personnel services (1.94)	120,168	122,129	126,432	129,990	131,960	137,000
PERA	8,920	9,694	9,743	9,791	10,347	10,725
FICA/Medicare	8,003	9,101	9,204	9,117	10,554	10,940
Workers' compensation	24,060	29,721	45,502	6,605	48,000	49,000
Health insurance	39,886	45,651	35,187	37,172	38,560	24,950
Full-time overtime	4,726	7,850	3,480	561	6,000	6,000
Part-time personnel						
Education	772	910			1,500	1,500
Operations and supplies	42,818	66,066	58,635	64,498	60,000	70,000
Vehicle supplies	8,636	14,337	15,930	13,710	16,000	17,000
Small tools and equipment	520	1,291	1,914	3,344	3,000	4,000
Fuel	13,311	14,407	6,581	13,300	15,000	26,000
Uniforms	3,381	2,438	2,454	2,659	3,500	3,500
Computer (2) & phone (5) services	1,977	2,044	2,178	3,429	4,000	4,000
Travel and milage	210				500	500
Street maintenance	12,731	81,315	86,197	79,919	87,000	90,000
Repairs & maint.-vehicles	2,685	4,273	6,827	6,045	6,500	7,000
Rentals	-				3,000	3,000
Dues & Subscriptions	608	637	508		700	700
Contracted services	5,720	15,318	5,491	17,980	14,000	16,000
Capital Outlay	-				1,200	1,200
Miscellaneous	940	129	372	1,334	3,500	3,500
<b>Total Streets</b>	<b>300,072</b>	<b>427,311</b>	<b>416,635</b>	<b>399,454</b>	<b>464,821</b>	<b>486,515</b>
<b>Composting</b>						
Personnel services	4,351	4,804	4,394	5,152	6,000	6,600
FICA	270	298	272	319	372	409
Medicare	63	70	64	75	87	96
PERA	326	346	330	386	450	495
Operating supplies	454	20			250	250
Contracted Services	928			559	800	1,400
Miscellaneous contractual	350	490	350			
<b>Total Composting</b>	<b>6,742</b>	<b>6,028</b>	<b>5,410</b>	<b>6,492</b>	<b>7,959</b>	<b>9,250</b>
<b>Public Works Garage</b>						
Operating supplies	3,032	3,386	3,978	6,766	4,000	6,500
Repairs and maintenance	807	415	2,668	3,116	2,500	3,500
Utilities	17,284	17,458	17,114	18,949	18,500	30,000
Capital outlay	1,220			5,249	2,000	3,000
<b>Total Public Works Garage</b>	<b>22,343</b>	<b>21,259</b>	<b>23,760</b>	<b>34,080</b>	<b>27,000</b>	<b>43,000</b>
<b>Total Public Works</b>	<b>329,157</b>	<b>454,598</b>	<b>445,805</b>	<b>440,026</b>	<b>499,780</b>	<b>538,764</b>

## **PARKS**

Develop and enhance parks, natural settings and outdoor spaces for education and enjoyment. The Park Board will work with Staff, Council, local businesses, volunteers, and partners to achieve this mission.

**Personnel Services:** Reflects the costs associated with personnel (3.35 FTE) assigned to the Parks Dept.

**PERA:** PERA stands for Public Employees Retirement Association.

**Health Insurance:** Health and dental insurance for the employees in the Parks Department.

**Workers Compensation:** Workers Compensation

**Over-time:** Reflects a change in positions. Union contract requires over-time if called out.

**Seasonal Personnel Services:** Seasonal help to maintain the parks and ice rinks.

**Operating Supplies:** Planters, flowers, lumber, grass weed and seed.

**Vehicle supplies:** Licenses lift gates, repair bearings.

**Tools and minor equipment:** Weed trimmer, blades, chain saws, etc.

**Fuel:** Gas, oil, and lubes for all equipment connected to the Parks.

**Uniforms:** Uniforms for seasonal and full-time.

**Rental:** Portable toilets, general rental equipment.

**Phone:** For phone lines at both warming houses

**Miscellaneous contractual:** Includes vehicle repair, equipment repair and contractual needs.

**Capital outlay:** Replacement of equipment.

**Miscellaneous:** Unanticipated.

## **RECREATION**

Provide for supervision of recreational activities for the City of Newport youth.

**Personnel Services:** Provides for the hiring of two (2) part-time summer recreation employees.

**Supplies:** Recreation material, paints, crafts.

**Utilities:** Gas, electric.

## **SPECIAL PROJECT CONTRIBUTIONS**

**Newport Athletic Association:** Assist. for bathroom facilities for the youth baseball/softball programs.

## **MISCELLANEOUS**

**Contingency:** Reflects unanticipated costs to the City that are not covered by line items.

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2023 APPROVED BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MA</u>	<u>2018 ACTUAL BUDGET</u>	<u>2019 ACTUAL BUDGET</u>	<u>2020 ACTUAL BUDGET</u>	<u>2021 ACTUAL BUDGET</u>	<u>2022 APPROVED BUDGET</u>	<u>2023 APPROVED BUDGET</u>
<b>Parks</b>						
Personnel services (3.35)	225,193	233,718	253,287	273,767	265,300	262,000
Overtime	-	1,268			4,400	4,400
PERA	16,890	18,061	20,654	21,453	20,228	19,980
FICA/Medicare	17,622	19,773	20,498	21,226	22,200	22,139
Health insurance	32,285	34,429	35,705	38,051	39,133	55,350
Workers' compensation	14,639	11,678	5,712	33,295	8,500	8,500
Seasonal/Part-time personnel	12,564	30,664	18,527	12,176	20,500	23,000
Education	1,559	1,993		1,953	4,000	4,000
Operating supplies	5,243	8,237	9,627	7,910	10,500	11,000
Vehicle supplies	6,371	4,521	5,986	5,220	6,500	6,500
Tools and minor equipment	232	1,107	230	1,232	3,000	3,000
Fuels	8,465	9,094	5,280	7,113	10,000	13,000
Uniforms	2,511	3,064	3,255	2,765	3,700	3,900
Rental	-			441	1,500	1,500
Phones (2) - warming houses	-			32	300	300
Dues and Subscriptions				1,500	1,500	1,500
Miscellaneous contractual	31,165	7,634	7,553	9,884	10,000	18,000
Capital outlay	-		1,433	4,591	15,000	10,000
Miscellaneous	250	2,104	2,530	1,010	3,000	5,000
<b>Total Parks</b>	<b>374,989</b>	<b>387,345</b>	<b>390,277</b>	<b>443,619</b>	<b>449,261</b>	<b>473,069</b>
<b>Recreation</b>						
Personnel services	2,981	3,675			8,200	8,200
Supplies	20				500	-
<b>Total Recreation</b>	<b>3,001</b>	<b>3,675</b>	<b>0</b>	<b>0</b>	<b>8,700</b>	<b>8,200</b>
<b>Parks Buildings - Warming Houses</b>						
Part time employees	3,520	4,549	4,775	1,503	4,900	5,700
Fica	218	282	296	93	304	353
Medicare	51	66	69	22	71	83
PERA	124	135	176		150	150
Operating supplies	-	80	638		400	400
Repairs and maintenance	-				250	250
Utilities	2,721	4,082	1,890	3,243	4,000	5,600
<b>Total Parks Buildings</b>	<b>6,634</b>	<b>9,194</b>	<b>7,844</b>	<b>4,861</b>	<b>10,075</b>	<b>12,536</b>
<b>Special Contributions</b>						
Ballfield Sanitation	500	412	600		650	
<b>Total Special Projects</b>	<b>500</b>	<b>412</b>	<b>600</b>	<b>-</b>	<b>650</b>	<b>-</b>
<b>Total Parks and Recreation</b>	<b>385,124</b>	<b>400,626</b>	<b>398,721</b>	<b>448,480</b>	<b>468,686</b>	<b>493,805</b>
<b>Miscellaneous</b>						
Contingency	5,980	60,063	-	741	20,000	20,000
<b>TOTAL EXPENDITURES</b>	<b>2,409,832</b>	<b>2,845,789</b>	<b>2,513,983</b>	<b>2,985,274</b>	<b>3,158,541</b>	<b>3,431,081</b>

## **OTHER FINANCING SOURCES**

The following list outlines the purpose of the special revenue funds and major capital reserve funds.

***Economic Development Authority:*** To promote development or redevelopment action items in the City.

***Heritage Preservation:*** A revolving fund to pay for the work that Heritage Preservation Consultant performs throughout the year.

***Parks:*** For maintenance and replacement items for the parks and recreation programs.

***Equipment Revolving:*** For capital equipment purchases – vehicles, mowers, etc.

***Building:*** For maintenance at city hall, library, fire stations, garage – roofs, carpeting, painting etc.



**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2023 APPROVED BUDGET**

<b>EXPENDITURES: OPERATIONS &amp; MA</b>	<b>2018 ACTUAL BUDGET</b>	<b>2019 ACTUAL BUDGET</b>	<b>2020 ACTUAL BUDGET</b>	<b>2021 ACTUAL BUDGET</b>	<b>2022 APPROVED BUDGET</b>	<b>2023 APPROVED BUDGET</b>
Excess (Deficiency) of Revenue over Expenditures	925,548	792,463	1,069,771	730,361	159,809	(98,061)
<b>Other Financing Sources (uses) net</b>						
Economic Dev. Authority	(34,900)	-	(25,000)			
Heritage Preservation Fund	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)	(9,000)
Parks Fund	(94,500)	(50,000)	(33,000)	(33,660)	(275,000)	(200,000)
Utility Extension (Capital fund 402)	(400,000)					
Buy Forfeiture Fund						
City/Fire Hall Fund		(258,000)	(415,000)	(600,000)		
Equipment Fund	(145,000)	(32,000)	(33,000)	(91,800)	(300,000)	(200,000)
Buildings Fund	(200,000)	(50,000)	(25,000)	(25,000)	(25,000)	(50,000)
Seal Coating (405)	(62,000)					
Total Other Financing Sources	<u>(945,400)</u>	<u>(399,000)</u>	<u>(540,000)</u>	<u>(759,460)</u>	<u>(609,000)</u>	<u>(459,000)</u>
Other Financing Sources (uses) net	(945,400)	(399,000)	(540,000)	(759,460)	(609,000)	(459,000)
Net change in fund balance	(19,852)	393,463	529,771	(29,099)	(449,191)	(557,061)
Fund Balance: Beginning of Year	2,529,365	2,509,513	2,902,976	3,432,747	3,403,648	2,954,457
Fund Balance: End of Year	<u>2,509,513</u>	<u>2,902,976</u>	<u>3,432,747</u>	<u>3,403,648</u>	<u>2,954,457</u>	<u>2,397,396</u>
Ratio: Fund balance to expenditures	74.8%	89.5%	112.4%	90.9%	78.4%	61.6%