



CITY OF SPRING PARK  
CITY COUNCIL AGENDA  
DECEMBER 4, 2017 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA\*
  - a. Work Session Meeting Minutes from November 20, 2017
  - b. Regular City Council Meeting Minutes from November 20, 2017
5. PUBLIC FORUM\*\*
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
  - a. Resolution 17-20: Final 2018 Levy
  - b. Resolution 17-21: Final 2018 Budget
10. REPORTS OF OFFICERS AND COMMITTEES
  - a. Mayor & Council
  - b. City Staff
  - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
  - a. December 4, 2017 Claims
13. UPCOMING MEETINGS & TRAINING
  - a. December 6 – Police Commission – 8:00 AM
  - b. December 12 – Administration Committee – 12:00 PM
  - c. December 13 – LMCD Regular Meeting – 7:00 PM
  - d. December 13 – Planning Commission – 7:00 PM
  - e. December 14 – LMCC – 7:00 PM
  - f. December 18 – Work Session – 6:00 PM
  - g. December 18 – Regular City Council Meeting – 7:00 PM
14. MISCELLANEOUS (INFORMATION ONLY)
  - a. PeopleService November Report
15. ADJOURNMENT

---

\* The Consent Agenda lists those items of business which are considered to be routine, recommended for approval, and/or which need no discussion. The several separate items listed on the Consent Agenda are acted upon by one motion. There will be no separate discussion of these items unless a Council Member makes a request, in which event the item will be removed from the Consent Agenda and placed elsewhere on the regular agenda for Council discussion and action.

\*\* Under Public Forum individuals may address the City Council about any item not contained on the regular agenda. Each speaker should keep their statements to three minutes to allow sufficient time for others. The Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.



4a

CITY OF SPRING PARK  
WORK SESSION MINUTES  
NOVEMBER 20, 2017 – 6:00 PM  
SPRING PARK CITY HALL

**CALL TO ORDER** - The work session was called to order by Mayor Rockvam at 6:00 p.m.

Council Members Present: Jerry Rockvam, Mayor; Pamela Horton; Gary Hughes; Catherine Kane Palen, and Megan Pavot

Staff Present: Dan Tolsma, City Administrator; Scott Qualle, City Building Official; and Theresa Schyma, City Clerk.

1. MNSPECT CONTRACT DISCUSSION – City Administrator Tolsma briefly discussed the history of the services provided by MNSPECT and the reason for considering updating the contract. The initial contract with MNSPECT was signed in 2008 and pricing and fees have not changed since that time. It is a rolling contract that automatically renews and there is currently not any language in the contract about scheduling increases to factor in changing labor and processing costs. He added that larger building permits are not the focus of a potential change in pricing since those fees are calculated on a sliding scale. However, maintenance permits for smaller items are a set price based on the project and those fees have not changed since 2008; those outdated fees do not cover the costs incurred by MNSPECT or the City.

City Building Official Qualle stated that a majority of his costs are for labor and he noted that wages have drastically increased since 2008. He added that the fees are based off of the 1997 Uniform Building Code (UBC). He would like feedback from the Council as to whether or not they are open to the idea of updating the contract and the building permit fee schedule.

City Administrator Tolsma offered a possible solution that is a blended approach of changing both the contract and using a more updated UBC to determine permit fees. This approach would make the increases more subtle for all parties involved.

The City Council consensus was to have City Building Official Qualle work with City Administrator Tolsma on preparing a draft contract for the City Council to consider at a future meeting.

City Building Official Qualle stated he would prepare a draft contract with modest step increases and adopting a newer UBC to bring the building permit fees current.

Mayor Rockvam asked staff for an update on the ADA accessibility issue at the docks owned by 5<sup>th</sup> Street Ventures.

City Building Official Qualle responded that the contractor applied for, paid, and has picked up the building permit; however, no work has been completed. Unless the contractor applies for an extension the permit is set to expire in the early months of 2018.

Mayor Rockvam stated that with the cold weather approaching there is not going to be any progress made on the docks. He added that the owner had plenty of time to address this issue and is choosing not to bring the docks up to Code.

City Building Official Qualle responded that he would post a “stop work, do not occupy” order at the site and have City Attorney Jensen Beck send a letter to the property owner regarding the non-compliance.

2. 2018 BUDGET & FEE SCHEDULE DISCUSSION – City Administrator Tolsma discussed the upcoming December 4 City Council regular meeting with the Truth in Taxation hearing. He asked the Council if they had any additional questions or concerns that need to be addressed before scheduling the budget to be considered at that meeting.

The City Council discussed the Parks and Recreation Department’s budget including options for replacing the City’s seasonal maintenance worker that recently retired and the upcoming playground equipment upgrade at the City’s parks.

Mayor Rockvam asked to see a version of the budget that has a 2.5% increase instead of the 3.5% increase that the Council has already received.

City Administrator Tolsma responded that he would prepare a version of the budget that has a 2.5% increase for the Council to compare to the current proposed budget.

City Administrator Tolsma stated that due to time constraints, the fee schedule discussion would be moved to a future work session.

3. RENTAL ORDINANCE DISCUSSION – City Administrator Tolsma discussed the possibility of an ordinance to address rental licensing and inspections in the City. He asked the Council for direction as to whether or not this is the next high priority item they would like staff to research and bring to the Council.

Mayor Rockvam asked about the type of complaints that staff receives from renters in the City.

City Administrator Tolsma responded that staff does receive a number of complaints from renters but typically the complaints come from the same properties. Those properties include multi-family housing and single-family rentals.

Council Member Pavot stated that she would be in favor of the Council looking into rental licensing.

Mayor Rockvam asked why certain rental properties aren’t condemned.

City Planner Brixius responded that properties must meet certain standards to be condemned and many of the properties that staff receives complaints about are right in the middle of those standards.

The City Council consensus was to have staff gather more information about how other communities approach rental licensing and inspections so that it can be discussed at the next City Council work session.

4. MISCELLANEOUS – City Administrator Tolsma and City Planner Brixius discussed an issue that Council Member Hughes brought to their attention regarding the proposed outdoor storage ordinances that are scheduled to be considered at the regular meeting following the work session. They discussed examples of corner lot storage requirements with regards to traffic visibility.

Council Member Hughes stated that the proposed ordinance has traffic visibility requirements for corner lot storage that would not improve traffic visibility due to trees and other shrubbery that already cause issues with visibility. He added that since the new language will not benefit the situation he believes it is too prohibitive and the section should be removed.

City Planner Brixius stated that the proposed ordinances are for outdoor storage only; not for tree/shrubbery maintenance and visibility.

Council Member Kane Palen did not agree that removing the section in the proposed ordinances would improve traffic visibility.

Council Member Hughes responded that keeping the section wouldn't improve the situation either so that is why he believes the section should be removed.

City Planner Brixius stated that this is a Council decision about whether or not they want to allow residents to store items right on their property line.

The City Council consensus was to keep the section pertaining to traffic visibility requirements on corner lots in the proposed ordinances.

5. ADJOURN – The work session was adjourned by unanimous consent at 7:00 p.m.

Date Approved: December 4, 2017

---

Theresa Schyma, City Clerk

---

Dan Tolsma, City Administrator



46

CITY OF SPRING PARK  
CITY COUNCIL AGENDA  
NOVEMBER 20, 2017 – 7:00 PM  
SPRING PARK CITY HALL

1. CALL TO ORDER - The meeting was called to order by Mayor Rockvam at 7:04 p.m.

Council Members Present: Jerome P. Rockvam, Mayor; Pamela Horton; Gary Hughes; Catherine Kane Palen; and Megan Pavot

Staff Present: Dan Tolsma, City Administrator; Al Brixius, City Planner; and Theresa Schyma, City Clerk

2. PLEDGE OF ALLEGIANCE – Mayor Rockvam led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

M/Hughes, S/Horton to adopt the meeting agenda.

Motion carried 5-0.

4. ADOPT CONSENT AGENDA

- a. Special Work Session Meeting Minutes from November 2, 2017
- b. Regular City Council Meeting Minutes from November 6, 2017

M/Pavot, S/Kane Palen to adopt the Consent Agenda.

Motion carried 5-0.

5. PUBLIC FORUM - None.

6. PRESENTATIONS & GUEST SPEAKERS – Shirley Bren, resident and Council-appointed representative to the Gillespie Center, provided updates on the financial condition, maintenance items, volunteer opportunities, and upcoming fundraising events for the Gillespie Center.

The City Council thanked Ms. Bren for her service and for providing the update.

7. PUBLIC HEARINGS - None.

8. PETITIONS, REQUESTS, & APPLICATIONS - None.

9. ORDINANCES & RESOLUTIONS – City Planner Brixius presented a brief history of the proposed outdoor storage ordinances and provided an overview of the main changes that are being proposed. He added that the proposed changes factor in the unique layout of the community and how Spring Park residents actually use their lots.

Council Member Pavot thanked staff, residents, and the Planning Commission. She appreciated the hard work, time, and feedback that people gave this important issue.

Council Member Kane Palen added that she also appreciated the comments from residents because those remarks are what helped shape these ordinances.

Mayor Rockvam agreed and added that these ordinances are a big step forward for the City. He commended the Planning Commission's hard work on crafting ordinances that fit the community.

a. Ordinance 17-05: Outdoor Storage

M/Kane Palen, S/Hughes to approve Ordinance No. 17-05, amending Chapter 42 of the Spring Park City Code regarding outdoor storage, that it be published in the official newspaper, and that it be made part of these minutes.

Mayor Rockvam requested a roll call vote.

Motion carried 5-0. (Hughes, Horton, Rockvam, Pavot, Kane Palen - ayes)

b. Ordinance 17-06: Public Nuisances

M/Pavot, S/Kane Palen to approve Ordinance No. 17-06, amending Chapter 18 of the Spring Park City Code regarding public nuisances affecting peace and safety, that it be published in the official newspaper, and that it be made part of these minutes.

Motion carried 5-0.

c. Resolution 17-18: Summary Publication of Ordinance 17-05

M/Hughes, S/Horton that the following resolution be adopted and that it be made part of these minutes:

RESOLUTION NO. 17-18

RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE  
AMENDING CHAPTER 42 OF THE SPRING PARK CITY CODE REGARDING  
OUTDOOR STORAGE REGULATIONS

Motion carried 5-0. This resolution appears as Resolution No. 17-18.

d. Resolution 17-19: Summary Publication of Ordinance 17-06

M/Horton, S/Kane Palen that the following resolution be adopted and that it be made part of these minutes:

RESOLUTION NO. 17-19

RESOLUTION APPROVING SUMMARY PUBLICATION OF AN ORDINANCE  
AMENDING CHAPTER 18 OF THE SPRING PARK CITY CODE REGARDING PUBLIC  
NUISANCES AFFECTING PEACE AND SAFETY

Motion carried 5-0. This resolution appears as Resolution No. 17-19.

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council – Council Member Hughes provided an update from the LMCD including grants, funding, aquatic invasive species, and the waterless cleaning station at the Water Patrol.
- b. City Staff - None.
- c. Contract Staff - None.

11. NEW BUSINESS & COMMUNICATIONS

12. CLAIMS FOR PAYMENT

- a. November 20, 2017 Claims

M/Horton, S/Hughes to approve all claims for payment.

Motion carried 5-0.

13. UPCOMING MEETINGS & TRAINING

- a. November 21 – Fire Commission – 11:00 AM
- b. ~~November 22 – LMCD Regular Meeting – 6:00 PM~~
- c. December 4 – Regular City Council Meeting with Truth in Taxation Hearing – 7:00 PM
- d. December 6 – Police Commission – 8:00 AM

Council Member Hughes stated that the LMCD would not be meeting on November 22.

14. MISCELLANEOUS (INFORMATION ONLY)

- a. PeopleService October Report
- b. Mound Fire Department October Report

15. ADJOURNMENT

M/Hughes, S/Kane Palen to adjourn the City Council Meeting at 7:35 p.m.

Motion carried 5-0.

Date Approved: December 4, 2017

---

Theresa Schyma, City Clerk

---

Dan Tolsma, City Administrator



9

STAFF MEMO

2018 LEVY & BUDGET

---

1. **BACKGROUND:** The Council approved a preliminary levy of \$1,052,660 at the September 18<sup>th</sup> Council Meeting. This levy represented a 3.5% increase from the adopted 2017 levy. At the November 20 Work Session the Council requested that staff attempt to reduce the levy to no more than a 2.5% increase.

In terms of the current 2017 Budget, the most recent year-to-date estimates show that both overall revenue and overall expenditures are tracking in line with the 2017 budgeted amounts.

2. **DISCUSSION:** The attached budget includes a reduced levy of \$1,042,489, which represents a 2.5% increase. This was accomplished by making adjustments to some of the non-levy revenue sources that have been tracking higher than forecasted on the most recent year-to-date estimates.
3. **RECOMMENDATION:** If the Council is agreeable to the updated levy and budget a motion should be made to adopt Resolutions 17-20 (Adopting 2018 Final Levy) & 17-21 (Adopting 2018 Budget). If the Council is interested in having further discussions regarding the budget and/or levy the items can be tabled until the December 18<sup>th</sup> Council Meeting.

**CITY OF SPRING PARK  
SPRING PARK, MINNESOTA**

**RESOLUTION 17 - 20**

**A RESOLUTION ADOPTING FINAL TAX LEVY**

**BE IT RESOLVED** by the City Council of the City of Spring Park, County of Hennepin, Minnesota, that the following sum of money be levied for the current year, collectible in 2018 upon the taxable property in the City of Spring Park.

Total Levy: \$1,042,489

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Hennepin County, Minnesota

Adopted by the City Council of the City of Spring Park, Minnesota on December 4, 2017.

Approved:

Attest:

\_\_\_\_\_  
Jerome Rockvam, Mayor

\_\_\_\_\_  
Theresa Schyma, City Clerk

**CITY OF SPRING PARK  
SPRING PARK, MINNESOTA**

**RESOLUTION 17 - 21**

**A RESOLUTION ADOPTING THE 2017 GENERAL FUND BUDGET**

**BE IT RESOLVED**, by the Spring Park City Council, County of Hennepin, Minnesota, that the final 2018 General Fund Budget be accepted as follows:

(Per attached final 2018 Budget)

Total General Fund Budget is \$1,261,650.

Adopted by the City Council of the City of Spring Park, Minnesota on December 4, 2017.

Approved:

Attest:

\_\_\_\_\_  
Jerome Rockvam, Mayor

\_\_\_\_\_  
Theresa Schyma, City Clerk

# 2018 SUMMARY BUDGET

## GENERAL FUND

### Revenue

Property Tax Levy	\$1,042,489
Payments in Lieu of Taxes	\$37,000
Licenses & Permits	\$26,376
Zoning & Building Fees	\$31,500
Grants & Aid	\$8,200
Recycling Fees	\$10,000
Fines	\$15,000
Special Assessments	\$6,000
Miscellaneous	\$17,500
Transfer from Reserves	\$67,585
Total	\$1,261,650

### Expenditures

Police	\$448,800
Fire	\$144,750
Public Works	\$185,550
Administration	\$184,150
Contracted Services (Planner, Attorney, Assessor & Building Official)	\$100,350
Parks & Recreation	\$32,900
Waste Services	\$37,000
Debt Service	\$128,150
Total	\$1,261,650

## WATER & SEWER FUNDS

### Revenue

Charges for Service	\$652,000
Miscellaneous	\$3,000
Interest Earnings	\$21,000
Lease Revenue	\$55,000
Transfer from Reserves	\$152,518
Total	\$883,518

### Expenditures

Contracted Services (PeopleService)	\$68,500
Operations & Maintenance	\$303,300
Depreciation	\$165,000
Met Council Sewer Charges	\$207,768
Debt Service	\$138,950
Total	\$883,518

**CITY OF SPRING PARK**  
**Revenue Guideline-2018 Budget 1st Draft**  
 December 2017

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 % of Budget	2018 Budget	UnderLine
<b>Fund 101 GENERAL FUND</b>							
<b>Dept</b>							
R 101-31010 Current Ad Valorem Taxes	\$974,586.91	\$910,915.69	\$1,017,063.00	\$529,568.11	52.07%	\$1,042,489.00	_____
R 101-31020 Delinquent Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-31040 Fiscal Disparities	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-31090 In Lieu of Taxes	\$35,749.50	\$34,982.00	\$37,000.00	\$34,598.00	93.51%	\$37,000.00	_____
R 101-32000 Dock Licenses	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	100.00%	\$1,000.00	_____
R 101-32100 Business Licenses/Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-32105 Cigarette Permits	\$50.00	\$50.00	\$50.00	\$50.00	100.00%	\$50.00	_____
R 101-32110 Alcoholic Beverages	\$12,046.00	\$14,146.00	\$14,226.00	\$12,046.00	84.68%	\$14,226.00	_____
R 101-32120 Sign Permits	\$500.00	\$410.10	\$500.00	\$200.00	40.00%	\$500.00	_____
R 101-32150 Dog Licenses	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-32160 Garbage Haulers	\$975.00	\$1,198.00	\$1,000.00	\$975.00	97.50%	\$1,000.00	_____
R 101-32170 Amusements	\$1,800.00	\$2,090.00	\$1,700.00	\$4,758.50	279.91%	\$2,500.00	_____
R 101-32180 Other Licenses/Permits/Mech/	\$3,523.99	\$5,845.73	\$4,000.00	\$4,923.88	123.10%	\$4,500.00	_____
R 101-32210 Building Permits	\$20,336.16	\$17,124.22	\$15,000.00	\$16,710.93	111.41%	\$17,000.00	_____
R 101-32215 Building Permit - Surcharge	\$88.37	\$145.07	\$0.00	\$5,577.95	0.00%	\$0.00	_____
R 101-33100 Grants and Aids	\$19,337.37	\$10,323.00	\$0.00	\$10,977.50	0.00%	\$2,500.00	_____
R 101-33130 CDBG	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-33401 Local Government Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-33402 Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-33404 PERA Aid	\$701.00	\$701.00	\$700.00	\$350.50	50.07%	\$700.00	_____
R 101-33409 Housing Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-33610 County Grants/Aid for Hwy	\$0.00	\$2,823.00	\$0.00	\$0.00	0.00%	\$2,000.00	_____
R 101-33620 Recycling	\$3,150.50	\$3,052.00	\$3,000.00	\$2,790.00	93.00%	\$3,000.00	_____
R 101-34103 Variance/CUP Requests	\$550.00	\$1,580.84	\$500.00	\$250.00	50.00%	\$500.00	_____
R 101-34104 Plan Check Fee	\$12,485.56	\$13,077.20	\$9,000.00	\$14,902.41	165.58%	\$14,000.00	_____
R 101-34105 Dance & Police Fees	\$2,658.50	\$2,658.50	\$2,600.00	\$0.00	0.00%	\$2,600.00	_____
R 101-34112 Fire False Alarm Fee	\$150.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-34401 Recycling Apartments	\$10,080.54	\$10,800.74	\$10,000.00	\$9,760.22	97.60%	\$10,000.00	_____
R 101-35100 Court Fines	\$17,091.84	\$16,907.59	\$15,000.00	\$10,929.00	72.86%	\$15,000.00	_____
R 101-35110 Dog Fines	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-35120 Liquor Violation Fines	\$0.00	\$600.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-36100 Special Assessments	\$0.00	\$0.00	\$8,000.00	\$3,426.56	42.83%	\$6,000.00	_____
R 101-36210 Interest Earnings	-\$686.42	\$9,165.06	\$3,500.00	\$3,903.88	111.54%	\$4,500.00	_____
R 101-36230 Contributions and Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-39101 Refunds & Abatements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 % of Budget	2018 Budget	UnderLine
R 101-39102 LMCIT Dividend	\$6,837.00	\$8,384.00	\$5,000.00	\$1,602.00	32.04%	\$6,000.00	_____
R 101-39103 Gambling Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-39104 Other Revenue	\$4,775.00	\$11,330.56	\$5,000.00	\$13,852.84	277.06%	\$7,000.00	_____
R 101-39106 Reimb.of Devlp.-2009 Presby	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 101-39203 Trsfr from General Fund Balan	\$0.00	\$46,569.00	\$117,019.00	\$0.00	0.00%	\$67,585.00	_____
R 101-39310 Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept	\$1,127,786.82	\$1,125,879.30	\$1,270,858.00	\$683,153.28	53.76%	\$1,261,650.00	_____
Fund 101 GENERAL FUND	\$1,127,786.82	\$1,125,879.30	\$1,270,858.00	\$683,153.28	53.76%	\$1,261,650.00	_____
Fund 201 PUBLIC IMPROV REVOLVING FUND							
Dept							
R 201-31010 Current Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-31050 Tax Increments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-31099 Excess TIF Distribution	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-33610 County Grants/Aid for Hwy	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-34110 Street Vacation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-36210 Interest Earnings	\$1,642.67	\$9,730.60	\$1,500.00	\$2,791.82	186.12%	\$3,000.00	_____
R 201-39106 Reimb.of Devlp.-2009 Presby	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-39203 Trsfr from General Fund Balan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 201-39310 Proceeds-Gen Obligation Bond	\$520,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept	\$521,642.67	\$9,730.60	\$1,500.00	\$2,791.82	186.12%	\$3,000.00	_____
Fund 201 PUBLIC IMPROV REVOLVING FUN	\$521,642.67	\$9,730.60	\$1,500.00	\$2,791.82	186.12%	\$3,000.00	_____
Fund 203 CAPITAL SPEC REV FUND							
Dept							
R 203-31010 Current Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 203-31050 Tax Increments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 203-31060 TIF Deficiency Payment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 203-33402 Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
R 203-36210 Interest Earnings	\$494.14	\$10,228.10	\$3,000.00	\$4,759.50	158.65%	\$5,000.00	_____
Dept	\$494.14	\$10,228.10	\$3,000.00	\$4,759.50	158.65%	\$5,000.00	_____
Fund 203 CAPITAL SPEC REV FUND	\$494.14	\$10,228.10	\$3,000.00	\$4,759.50	158.65%	\$5,000.00	_____
Fund 205 TIF PRESBYTERIAN HOMES							
Dept							
R 205-31050 Tax Increments	\$0.00	\$0.00	\$0.00	-\$17,115.72	0.00%	\$72,000.00	_____
R 205-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	-\$18.05	0.00%	\$0.00	_____
Dept	\$0.00	\$0.00	\$0.00	-\$17,133.77	0.00%	\$72,000.00	_____

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 % of Budget	2018 Budget	UnderLine
Fund 205 TIF PRESBYTERIAN HOMES	\$0.00	\$0.00	\$0.00	-\$17,133.77	0.00%	\$72,000.00	
Fund 601 WATER FUND							
Dept							
R 601-31010 Current Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-36210 Interest Earnings	\$931.23	\$23,038.63	\$6,000.00	\$10,179.23	169.65%	\$15,000.00	
R 601-37100 Water Sales	\$263,664.07	\$273,781.25	\$275,000.00	\$256,441.36	93.25%	\$275,000.00	
R 601-37150 Meter Deposit & Permits	\$732.49	\$0.00	\$500.00	\$195.00	39.00%	\$500.00	
R 601-37151 Connect/Reconnect Fees	\$410.00	\$550.24	\$500.00	\$480.00	96.00%	\$500.00	
R 601-37160 Water Penalty	\$1,005.29	\$1,462.54	\$1,000.00	\$435.37	43.54%	\$1,000.00	
R 601-37175 Equalization Col.Fees 09 Presb	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-39100 Testing Fees	\$2,093.96	\$2,167.65	\$2,000.00	\$2,139.19	106.96%	\$2,000.00	
R 601-39104 Other Revenue	\$50,414.04	\$53,906.29	\$45,000.00	\$51,168.83	113.71%	\$55,000.00	
R 601-39107 Gain on Sale of Capital Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-39202 Contribution-Enterprise Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-39310 Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-39311 Trsfr from Water Fund Balance	\$0.00	\$0.00	\$70,438.00	\$0.00	0.00%	\$47,550.00	
Dept	\$319,251.08	\$354,906.60	\$400,438.00	\$321,038.98	80.17%	\$396,550.00	
Fund 601 WATER FUND	\$319,251.08	\$354,906.60	\$400,438.00	\$321,038.98	80.17%	\$396,550.00	
Fund 602 SEWER FUND							
Dept							
R 602-31010 Current Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-34108 Admin Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-36210 Interest Earnings	\$982.51	\$11,453.66	\$3,000.00	\$4,213.11	140.44%	\$6,000.00	
R 602-37200 Sewer Sales	\$363,888.72	\$359,438.42	\$410,000.00	\$349,948.78	85.35%	\$375,000.00	
R 602-37250 Sewer Connect/Reconnect Fee	\$50.00	\$100.50	\$0.00	\$0.00	0.00%	\$0.00	
R 602-37260 Swr Penalty	\$1,476.22	\$2,105.00	\$1,000.00	\$670.12	67.01%	\$1,000.00	
R 602-37275 Equalization Col.Fees 09 Presb	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-37400 Reserve Replacement Charge	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-39104 Other Revenue	\$0.00	\$3,758.48	\$0.00	\$937.50	0.00%	\$0.00	
R 602-39107 Gain on Sale of Capital Asset	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-39202 Contribution-Enterprise Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-39310 Proceeds-Gen Obligation Bond	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-39312 Trsfr from Sewer Fund Balance	\$0.00	\$0.00	\$171,800.00	\$0.00	0.00%	\$104,968.00	
Dept	\$366,397.45	\$376,856.06	\$585,800.00	\$355,769.51	60.73%	\$486,968.00	
Fund 602 SEWER FUND	\$366,397.45	\$376,856.06	\$585,800.00	\$355,769.51	60.73%	\$486,968.00	

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 % of Budget	2018 Budget	UnderLine
	\$2,335,572.16	\$1,877,600.66	\$2,261,596.00	\$1,350,379.32	59.71%	\$2,225,168.00	

CITY OF SPRING PARK

Expenditure Guideline-2018 Budget 1st Draft

Current Period: December 2017

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
Fund 101 GENERAL FUND								
Dept 41100 Mayor/Council/Pl. Comm.								
E 101-41100-105 Salary/Part-time	\$18,300.00	\$17,608.76	\$19,600.00	\$17,600.00	\$2,000.00	89.80%	\$19,600.00	
E 101-41100-109 Recording Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41100-121 PERA/FICA/Hosp Ins	\$1,399.95	\$1,346.40	\$1,500.00	\$1,346.40	\$153.60	89.76%	\$1,500.00	
E 101-41100-437 Other Miscellaneous	\$3,776.56	\$549.44	\$2,000.00	\$1,234.65	\$765.35	61.73%	\$1,500.00	
Dept 41100 Mayor/Council/Pl. Comm.	\$23,476.51	\$19,504.60	\$23,100.00	\$20,181.05	\$2,918.95	87.36%	\$22,600.00	
Dept 41410 Elections								
E 101-41410-105 Salary/Part-time	\$0.00	\$3,412.52	\$500.00	\$0.00	\$500.00	0.00%	\$3,550.00	
E 101-41410-200 Office Supplies	\$162.07	\$219.97	\$100.00	\$0.00	\$100.00	0.00%	\$400.00	
E 101-41410-351 Legal Notices Publishing	\$0.00	\$100.24	\$0.00	\$0.00	\$0.00	0.00%	\$250.00	
E 101-41410-437 Other Miscellaneous	\$757.44	\$1,572.30	\$100.00	\$694.40	-\$594.40	694.40%	\$1,050.00	
Dept 41410 Elections	\$919.51	\$5,305.03	\$700.00	\$694.40	\$5.60	99.20%	\$5,250.00	
Dept 41500 Administration								
E 101-41500-101 Administrator	\$44,557.68	\$51,934.80	\$48,500.00	\$47,124.00	\$1,376.00	97.16%	\$50,000.00	
E 101-41500-102 Clerk	\$20,259.99	\$28,137.65	\$23,500.00	\$20,796.37	\$2,703.63	88.50%	\$24,250.00	
E 101-41500-103 People Service	\$0.00	\$57.27	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-107 Office Assistant	\$12,443.25	\$12,955.29	\$13,000.00	\$11,605.99	\$1,394.01	89.28%	\$13,500.00	
E 101-41500-119 Ordinance Codification	\$500.00	\$650.00	\$2,000.00	\$7,332.48	-\$5,332.48	366.62%	\$750.00	
E 101-41500-121 PERA/FICA/Hosp Ins	\$25,152.20	\$28,274.30	\$29,000.00	\$22,449.64	\$6,550.36	77.41%	\$30,000.00	
E 101-41500-200 Office Supplies	\$639.93	\$531.95	\$750.00	\$618.16	\$131.84	82.42%	\$750.00	
E 101-41500-207 Computer Support/Supplies	\$838.00	\$858.00	\$1,000.00	\$838.00	\$162.00	83.80%	\$1,000.00	
E 101-41500-299 Admin Expenses	\$832.45	\$202.25	\$1,000.00	\$51.68	\$948.32	5.17%	\$500.00	
E 101-41500-301 Auditing Services	\$1,843.20	\$1,983.90	\$2,000.00	\$1,250.00	\$750.00	62.50%	\$2,000.00	
E 101-41500-302 Accounting Services	\$281.84	\$458.00	\$500.00	\$355.02	\$144.98	71.00%	\$500.00	
E 101-41500-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-310 Contracted Services	\$3,191.67	\$1,865.94	\$1,500.00	\$2,525.82	-\$1,025.82	168.39%	\$1,500.00	
E 101-41500-311 Executive Search	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-321 Telephone and Mtce Agreem	\$121.36	\$108.67	\$200.00	\$104.66	\$95.34	52.33%	\$400.00	
E 101-41500-322 Postage & Meter	\$301.50	\$349.89	\$300.00	\$526.60	-\$226.60	175.53%	\$400.00	
E 101-41500-323 Web Host	\$150.00	\$150.00	\$2,000.00	\$166.67	\$1,833.33	8.33%	\$200.00	
E 101-41500-324 Internet Service	\$222.93	\$201.93	\$350.00	\$214.65	\$135.35	61.33%	\$350.00	
E 101-41500-330 Technology Support	\$1,241.65	\$1,560.96	\$1,500.00	\$3,238.04	-\$1,738.04	215.87%	\$2,000.00	
E 101-41500-350 Print/Binding	\$348.00	\$736.15	\$750.00	\$395.17	\$354.83	52.69%	\$750.00	
E 101-41500-361 Liability/Prop Ins/WC	\$8,725.90	\$8,284.50	\$9,000.00	\$7,881.00	\$1,119.00	87.57%	\$8,500.00	
E 101-41500-404 Repairs/Existing Equip	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	0.00%	\$250.00	

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
E 101-41500-413 Office Equipment/Rental	\$1,728.47	\$1,693.87	\$1,750.00	\$1,684.94	\$65.06	96.28%	\$1,750.00	_____
E 101-41500-433 Membership/Dues/Edu	\$5,607.44	\$6,016.45	\$6,000.00	\$5,743.62	\$256.38	95.73%	\$6,000.00	_____
E 101-41500-437 Other Miscellaneous	\$5,175.72	\$10,747.31	\$6,000.00	\$8,045.80	-\$2,045.80	134.10%	\$6,000.00	_____
E 101-41500-439 Other - TIF	\$1,312.50	\$1,035.00	\$1,300.00	\$3,388.74	-\$2,088.74	260.67%	\$1,500.00	_____
E 101-41500-560 Furniture and Fixtures	\$0.00	\$494.30	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41500-580 New Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41500-581 Historical Society Support	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	100.00%	\$3,000.00	_____
Dept 41500 Administration	\$138,475.68	\$162,288.38	\$155,150.00	\$149,337.05	\$5,812.95	96.25%	\$155,850.00	_____
Dept 41510 Public Works								
E 101-41510-310 Contracted Services	\$0.00	\$2,328.34	\$16,800.00	\$17,064.60	-\$264.60	101.58%	\$17,250.00	_____
Dept 41510 Public Works	\$0.00	\$2,328.34	\$16,800.00	\$17,064.60	-\$264.60	101.58%	\$17,250.00	_____
Dept 41550 Assessing								
E 101-41550-310 Contracted Services	\$16,113.56	\$18,117.69	\$19,000.00	\$19,117.42	-\$117.42	100.62%	\$19,250.00	_____
E 101-41550-437 Other Miscellaneous	\$9.00	\$25.00	\$0.00	\$20.00	-\$20.00	0.00%	\$0.00	_____
Dept 41550 Assessing	\$16,122.56	\$18,142.69	\$19,000.00	\$19,137.42	-\$137.42	100.72%	\$19,250.00	_____
Dept 41560 Budgeting and Planning								
E 101-41560-101 Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41560-121 PERA/FICA/Hosp Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41560-200 Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41560-299 Admin Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41560-310 Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 41560 Budgeting and Planning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 41600 Law/Legal Services								
E 101-41600-200 Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41600-304 Legal Fees	\$14,272.39	\$11,812.90	\$15,000.00	\$8,430.75	\$6,569.25	56.21%	\$15,000.00	_____
E 101-41600-351 Legal Notices Publishing	\$530.35	\$717.49	\$1,000.00	\$709.34	\$290.66	70.93%	\$1,000.00	_____
E 101-41600-353 Ordinance Publication	\$458.76	\$1,312.27	\$600.00	\$115.66	\$484.34	19.28%	\$500.00	_____
Dept 41600 Law/Legal Services	\$15,261.50	\$13,842.66	\$16,600.00	\$9,255.75	\$7,344.25	55.76%	\$16,500.00	_____
Dept 41900 Building & Grounds								
E 101-41900-101 Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41900-103 People Service	\$3,493.71	\$1,718.22	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41900-104 Standby - Orono	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-41900-105 Salary/Part-time	\$3,613.00	\$3,336.09	\$3,500.00	\$3,161.65	\$338.35	90.33%	\$3,500.00	_____
E 101-41900-121 PERA/FICA/Hosp Ins	\$1,224.76	\$901.66	\$1,700.00	\$241.86	\$1,458.14	14.23%	\$300.00	_____
E 101-41900-212 Gas and Oil/Truck R and M	\$1,136.95	\$535.06	\$0.00	\$138.68	-\$138.68	0.00%	\$0.00	_____
E 101-41900-215 Shop Supplies	\$172.80	\$381.68	\$1,000.00	\$83.17	\$916.83	8.32%	\$250.00	_____
E 101-41900-220 Repair/Maint Supply	\$98.37	\$250.50	\$250.00	\$19.96	\$230.04	7.98%	\$250.00	_____



Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
E 101-42000-101 Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42000-121 PERA/FICA/Hosp Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42000-299 Admin Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42000-301 Auditing Services	\$1,843.20	\$1,983.90	\$2,000.00	\$3,802.00	-\$1,802.00	190.10%	\$3,800.00	_____
E 101-42000-302 Accounting Services	\$281.84	\$458.00	\$400.00	\$355.02	\$44.98	88.76%	\$400.00	_____
E 101-42000-304 Legal Fees	\$14,534.75	\$14,387.46	\$15,000.00	\$14,184.90	\$815.10	94.57%	\$15,000.00	_____
E 101-42000-310 Contracted Services	\$378,529.00	\$402,746.04	\$423,750.00	\$353,094.20	\$70,655.80	83.33%	\$423,750.00	_____
E 101-42000-312 Workhouse Exp Room & Boa	\$586.00	\$10,544.50	\$3,000.00	\$1,268.50	\$1,731.50	42.28%	\$3,000.00	_____
E 101-42000-313 Booking Per Diem/Jail Charg	\$894.42	\$2,162.30	\$2,500.00	\$1,385.76	\$1,114.24	55.43%	\$1,500.00	_____
E 101-42000-321 Telephone and Mtce Agreem	\$949.92	\$998.86	\$1,000.00	\$1,044.02	-\$44.02	104.40%	\$1,000.00	_____
E 101-42000-323 Web Host	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42000-324 Internet Service	\$222.93	\$201.93	\$350.00	\$214.67	\$135.33	61.33%	\$350.00	_____
E 101-42000-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42000-580 New Equipment	\$0.00	\$4,647.64	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 42000 Public Safety & Welfare	\$397,842.06	\$438,130.63	\$448,000.00	\$375,349.07	\$72,650.93	83.78%	\$448,800.00	_____
Dept 42100 Lake Mtka Conservation Dist.								
E 101-42100-310 Contracted Services	\$5,545.00	\$4,728.00	\$5,000.00	\$4,991.00	\$9.00	99.82%	\$5,600.00	_____
Dept 42100 Lake Mtka Conservation Dist.	\$5,545.00	\$4,728.00	\$5,000.00	\$4,991.00	\$9.00	99.82%	\$5,600.00	_____
Dept 42260 Fire Services								
E 101-42260-101 Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42260-121 PERA/FICA/Hosp Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42260-299 Admin Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42260-310 Contracted Services	\$95,176.08	\$104,011.60	\$100,000.00	\$108,091.10	-\$8,091.10	108.09%	\$113,250.00	_____
E 101-42260-520 CH Handicap Ramp	\$37,012.92	\$31,068.40	\$40,000.00	\$32,286.90	\$7,713.10	80.72%	\$31,500.00	_____
Dept 42260 Fire Services	\$132,189.00	\$135,080.00	\$140,000.00	\$140,378.00	-\$378.00	100.27%	\$144,750.00	_____
Dept 42400 Building Inspection								
E 101-42400-305 Plan Check Fees	\$5,264.68	\$7,448.75	\$8,000.00	\$8,745.58	-\$745.58	109.32%	\$8,000.00	_____
E 101-42400-310 Contracted Services	\$14,509.53	\$14,414.37	\$15,000.00	\$13,582.99	\$1,417.01	90.55%	\$15,000.00	_____
E 101-42400-438 Surcharges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 42400 Building Inspection	\$19,774.21	\$21,863.12	\$23,000.00	\$22,328.57	\$671.43	97.08%	\$23,000.00	_____
Dept 42500 Civil Defense								
E 101-42500-105 Salary/Part-time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 101-42500-220 Repair/Maint Supply	\$254.52	\$222.94	\$250.00	\$0.00	\$250.00	0.00%	\$0.00	_____
E 101-42500-580 New Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 42500 Civil Defense	\$254.52	\$222.94	\$250.00	\$0.00	\$250.00	0.00%	\$0.00	_____
Dept 42800 Spring Fall Cleanup								
E 101-42800-310 Contracted Services	\$13,976.51	\$14,501.75	\$14,000.00	\$8,942.19	\$5,057.81	63.87%	\$14,000.00	_____

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
Dept 42800 Spring Fall Cleanup	\$13,976.51	\$14,501.75	\$14,000.00	\$8,942.19	\$5,057.81	63.87%	\$14,000.00	
Dept 42900 Recycling								
E 101-42900-310 Contracted Services	\$22,719.40	\$22,236.72	\$23,000.00	\$19,607.28	\$3,392.72	85.25%	\$23,000.00	
Dept 42900 Recycling	\$22,719.40	\$22,236.72	\$23,000.00	\$19,607.28	\$3,392.72	85.25%	\$23,000.00	
Dept 43100 Streets & Sidewalks								
E 101-43100-101 Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-103 People Service	\$10,420.89	\$2,650.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-104 Standby - Orono	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-105 Salary/Part-time	\$59.94	\$350.86	\$250.00	\$400.14	-\$150.14	160.06%	\$250.00	
E 101-43100-121 PERA/FICA/Hosp Ins	\$2,791.07	\$960.49	\$0.00	\$30.62	-\$30.62	0.00%	\$0.00	
E 101-43100-212 Gas and Oil/Truck R and M	\$1,052.23	\$1,469.11	\$500.00	\$133.17	\$366.83	26.63%	\$250.00	
E 101-43100-224 Street Maint Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-226 Sign Repair Materials	\$930.69	\$553.24	\$500.00	\$2,666.26	-\$2,166.26	533.25%	\$750.00	
E 101-43100-227 Street Light Repairs	\$7,544.53	\$0.00	\$750.00	\$594.12	\$155.88	79.22%	\$750.00	
E 101-43100-299 Admin Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-301 Auditing Services	\$737.28	\$793.56	\$900.00	\$500.00	\$400.00	55.56%	\$900.00	
E 101-43100-302 Accounting Services	\$120.49	\$183.20	\$200.00	\$142.01	\$57.99	71.01%	\$200.00	
E 101-43100-303 Engineering Fees	\$702.42	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-304 Legal Fees	\$854.75	\$707.46	\$1,000.00	\$504.90	\$495.10	50.49%	\$1,000.00	
E 101-43100-308 Street Sweeping	\$2,049.00	\$1,701.50	\$2,500.00	\$6,990.50	-\$4,490.50	279.62%	\$3,500.00	
E 101-43100-310 Contracted Services	\$2,310.00	\$1,081.20	\$1,750.00	\$903.14	\$846.86	51.61%	\$1,750.00	
E 101-43100-315 Sidewalk Repair	\$3,420.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	0.00%	\$3,000.00	
E 101-43100-316 Tree Maintenance	\$2,803.50	\$739.80	\$3,000.00	\$926.67	\$2,073.33	30.89%	\$2,000.00	
E 101-43100-317 Trees New/Replace	\$626.00	\$2,800.00	\$1,500.00	\$0.00	\$1,500.00	0.00%	\$1,000.00	
E 101-43100-361 Liability/Prop Ins/WC	\$2,825.30	\$2,761.50	\$3,000.00	\$2,627.00	\$373.00	87.57%	\$3,000.00	
E 101-43100-381 Utilities/Electric/Gas	\$12,566.71	\$10,033.05	\$14,000.00	\$13,309.86	\$690.14	95.07%	\$14,000.00	
E 101-43100-399 Storm Damage	\$5,419.00	\$825.00	\$3,000.00	\$0.00	\$3,000.00	0.00%	\$2,000.00	
E 101-43100-400 Repairs/Maint General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-402 Repairs/Maint Streets/Strm	\$8,800.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%	\$5,000.00	
E 101-43100-404 Repairs/Existing Equip	\$1,066.23	\$0.00	\$1,000.00	\$12.74	\$987.26	1.27%	\$500.00	
E 101-43100-407 Seal Coating	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-410 Facility Lease	\$3,096.82	\$4,227.94	\$3,700.00	\$4,023.32	-\$323.32	108.74%	\$4,000.00	
E 101-43100-437 Other Miscellaneous	\$189.30	\$0.00	\$500.00	\$221.82	\$278.18	44.36%	\$0.00	
E 101-43100-515 Sunset Drive Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-517 Channel Road Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-520 CH Handicap Ramp	\$6,702.95	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-550 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43100-580 New Equipment	\$229.11	\$85.75	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
Dept 43100 Streets & Sidewalks	\$77,318.21	\$31,923.66	\$48,550.00	\$33,986.27	\$14,563.73	70.00%	\$43,850.00	
Dept 43101 Snow Removal								
E 101-43101-307 Snow Removal - Sidewalks	\$4,777.50	\$5,361.00	\$12,500.00	\$2,222.00	\$10,278.00	17.78%	\$10,000.00	
E 101-43101-309 Snow Plowing - Streets	\$5,719.50	\$6,851.00	\$22,500.00	\$2,494.50	\$20,005.50	11.09%	\$20,000.00	
E 101-43101-318 Street Salt-Sanding	\$9,886.80	\$9,965.00	\$10,000.00	\$7,783.16	\$2,216.84	77.83%	\$10,000.00	
Dept 43101 Snow Removal	\$20,383.80	\$22,177.00	\$45,000.00	\$12,499.66	\$32,500.34	27.78%	\$40,000.00	
Dept 43150 Surface Water Management								
E 101-43150-206 GIS	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$1,000.00	
E 101-43150-303 Engineering Fees	\$5,692.50	\$1,890.00	\$6,000.00	\$0.00	\$6,000.00	0.00%	\$3,000.00	
E 101-43150-310 Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-43150-402 Repairs/Maint Streets/Strm	\$5,139.48	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%	\$5,000.00	
Dept 43150 Surface Water Management	\$10,831.98	\$1,890.00	\$14,500.00	\$0.00	\$14,500.00	0.00%	\$9,000.00	
Dept 45180 Senior Center								
E 101-45180-310 Contracted Services	\$11,750.00	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	100.00%	\$11,000.00	
E 101-45180-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 45180 Senior Center	\$11,750.00	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	100.00%	\$11,000.00	
Dept 45200 Parks								
E 101-45200-101 Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-103 People Service	\$1,100.81	\$869.07	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-104 Standby - Orono	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-105 Salary/Part-time	\$3,611.06	\$4,225.55	\$4,000.00	\$3,033.25	\$966.75	75.83%	\$3,500.00	
E 101-45200-121 PERA/FICA/Hosp Ins	\$516.02	\$583.49	\$0.00	\$232.02	-\$232.02	0.00%	\$200.00	
E 101-45200-212 Gas and Oil/Truck R and M	\$1,052.44	\$536.94	\$1,000.00	\$116.51	\$883.49	11.65%	\$200.00	
E 101-45200-220 Repair/Maint Supply	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-225 Landscaping - New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-226 Sign Repair Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-299 Admin Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-301 Auditing Services	\$737.28	\$793.56	\$800.00	\$500.00	\$300.00	62.50%	\$800.00	
E 101-45200-302 Accounting Services	\$120.49	\$183.20	\$200.00	\$142.01	\$57.99	71.01%	\$200.00	
E 101-45200-303 Engineering Fees	\$702.42	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-310 Contracted Services	\$2,119.50	\$2,557.07	\$3,000.00	\$3,675.59	-\$675.59	122.52%	\$3,500.00	
E 101-45200-316 Tree Maintenance	\$1,000.00	\$5,289.06	\$2,000.00	\$3,513.55	-\$1,513.55	175.68%	\$2,000.00	
E 101-45200-361 Liability/Prop Ins/WC	\$1,412.65	\$1,380.75	\$1,500.00	\$1,313.50	\$186.50	87.57%	\$1,500.00	
E 101-45200-381 Utilities/Electric/Gas	\$484.85	\$45.80	\$1,000.00	\$39.70	\$960.30	3.97%	\$250.00	
E 101-45200-384 Refuse/Garbage Disposal	\$1,257.91	\$1,229.37	\$1,000.00	\$1,056.66	-\$56.66	105.67%	\$1,000.00	
E 101-45200-399 Storm Damage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-400 Repairs/Maint General	\$145.89	\$0.00	\$500.00	\$283.24	\$216.76	56.65%	\$500.00	

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
E 101-45200-404 Repairs/Existing Equip	-\$6,566.12	\$6,029.89	\$3,000.00	\$2,917.23	\$82.77	97.24%	\$2,000.00	
E 101-45200-410 Facility Lease	\$3,096.82	\$4,227.94	\$3,800.00	\$4,023.32	-\$223.32	105.88%	\$4,250.00	
E 101-45200-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-516 Trailhead Improvement Proj	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-520 CH Handicap Ramp	\$1,335.00	\$2,185.19	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$1,000.00	
E 101-45200-550 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-45200-580 New Equipment	-\$2,020.00	\$783.01	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$1,000.00	
Dept 45200 Parks	\$10,107.02	\$30,919.89	\$26,800.00	\$20,846.58	\$5,953.42	77.79%	\$21,900.00	
Dept 46000 Suburban Rate Authority								
E 101-46000-310 Contracted Services	\$400.00	\$425.00	\$425.00	\$434.00	-\$9.00	102.12%	\$450.00	
Dept 46000 Suburban Rate Authority	\$400.00	\$425.00	\$425.00	\$434.00	-\$9.00	102.12%	\$450.00	
Dept 47500 Debt Service								
E 101-47500-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$111,250.00	\$111,250.00	\$0.00	100.00%	\$111,250.00	
E 101-47500-611 Bond Interest	\$0.00	\$0.00	\$16,733.00	\$22,669.68	-\$5,936.68	135.48%	\$16,000.00	
E 101-47500-620 Fiscal Agent s Fees	\$900.00	\$900.00	\$900.00	\$900.00	\$0.00	100.00%	\$900.00	
Dept 47500 Debt Service	\$900.00	\$900.00	\$128,883.00	\$134,819.68	-\$5,936.68	104.61%	\$128,150.00	
Dept 49000 Miscellaneous								
E 101-49000-499 Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 49000 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 49999 Operating Transfers								
E 101-49999-720 Operating Transfers	\$54,424.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 49999 Operating Transfers	\$54,424.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Fund 101 GENERAL FUND	\$1,092,639.29	\$1,070,019.13	\$1,270,858.00	\$1,128,050.95	\$142,807.05	88.76%	\$1,261,650.00	
Fund 201 PUBLIC IMPROV REVOLVING FUND								
Dept 41900 Building & Grounds								
E 201-41900-520 CH Handicap Ramp	\$8,912.50	\$27,538.45	\$0.00	\$19,805.48	-\$19,805.48	0.00%	\$10,000.00	
E 201-41900-521 Document Scanning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,000.00	
E 201-41900-522 Sidewalk Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$20,000.00	
E 201-41900-523 Slip Lining	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,000.00	
E 201-41900-723 Playgrounds	\$0.00	\$0.00	\$0.00	\$15,310.00	-\$15,310.00	0.00%	\$100,000.00	
Dept 41900 Building & Grounds	\$8,912.50	\$27,538.45	\$0.00	\$35,115.48	-\$35,115.48	0.00%	\$195,000.00	
Fund 201 PUBLIC IMPROV REVOLVING FUND	\$8,912.50	\$27,538.45	\$0.00	\$35,115.48	-\$35,115.48	0.00%	\$195,000.00	
Fund 203 CAPITAL SPEC REV FUND								
Dept 46500 Economic Development								
E 203-46500-301 Auditing Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
E 203-46500-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 203-46500-437 Other Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 46500 Economic Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 49999 Operating Transfers								
E 203-49999-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 49999 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Fund 203 CAPITAL SPEC REV FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Fund 205 TIF PRESBYTERIAN HOMES								
Dept 46500 Economic Development								
E 205-46500-439 Other - TIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$72,000.00	_____
Dept 46500 Economic Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$72,000.00	_____
Fund 205 TIF PRESBYTERIAN HOMES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$72,000.00	_____
Fund 601 WATER FUND								
Dept 43150 Surface Water Management								
E 601-43150-206 GIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 43150 Surface Water Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 47500 Debt Service								
E 601-47500-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$51,250.00	\$51,250.00	\$0.00	100.00%	\$51,250.00	_____
E 601-47500-611 Bond Interest	\$16,607.17	\$16,620.00	\$16,088.00	\$14,109.70	\$1,978.30	87.70%	\$15,100.00	_____
E 601-47500-620 Fiscal Agent s Fees	\$8,541.09	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 47500 Debt Service	\$25,148.26	\$16,620.00	\$67,338.00	\$65,359.70	\$1,978.30	97.06%	\$66,350.00	_____
Dept 49400 Water Utilities								
E 601-49400-101 Administrator	\$14,822.81	\$13,919.64	\$17,000.00	\$15,708.00	\$1,292.00	92.40%	\$17,750.00	_____
E 601-49400-102 Clerk	\$17,745.96	\$24,458.52	\$22,000.00	\$20,098.18	\$1,901.82	91.36%	\$22,750.00	_____
E 601-49400-103 People Service	\$32,489.24	\$43,141.39	\$33,600.00	\$25,176.00	\$8,424.00	74.93%	\$34,250.00	_____
E 601-49400-104 Standby - Orono	\$175.36	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 601-49400-105 Salary/Part-time	\$0.00	\$90.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$500.00	_____
E 601-49400-107 Office Assistant	\$11,983.17	\$3,462.42	\$12,500.00	\$11,264.62	\$1,235.38	90.12%	\$13,000.00	_____
E 601-49400-121 PERA/FICA/Hosp Ins	\$25,155.60	\$24,317.16	\$25,000.00	\$14,298.54	\$10,701.46	57.19%	\$25,000.00	_____
E 601-49400-129 Pension Expense	\$4,088.00	\$2,586.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 601-49400-200 Office Supplies	\$478.04	\$495.74	\$500.00	\$619.17	-\$119.17	123.83%	\$500.00	_____
E 601-49400-201 Meters & Supplies	\$3,036.75	\$1,845.65	\$5,000.00	\$2,139.02	\$2,860.98	42.78%	\$5,000.00	_____
E 601-49400-206 GIS	\$689.25	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$500.00	_____
E 601-49400-207 Computer Support/Supplies	\$1,738.93	\$5,758.00	\$2,000.00	\$1,853.00	\$147.00	92.65%	\$2,000.00	_____
E 601-49400-212 Gas and Oil/Truck R and M	\$1,048.89	\$1,473.36	\$1,000.00	\$126.36	\$873.64	12.64%	\$250.00	_____
E 601-49400-215 Shop Supplies	\$41.14	\$177.49	\$500.00	\$104.56	\$395.44	20.91%	\$500.00	_____

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
E 601-49400-216 Chemicals and Chem Produc	\$1,411.61	\$2,743.27	\$2,500.00	\$4,782.72	-\$2,282.72	191.31%	\$3,500.00	
E 601-49400-220 Repair/Maint Supply	\$1,679.57	\$2,401.83	\$2,000.00	\$2,674.99	-\$674.99	133.75%	\$2,000.00	
E 601-49400-299 Admin Expenses	\$348.68	\$501.64	\$500.00	\$294.95	\$205.05	58.99%	\$500.00	
E 601-49400-301 Auditing Services	\$6,635.52	\$7,142.04	\$7,500.00	\$7,052.00	\$448.00	94.03%	\$7,500.00	
E 601-49400-302 Accounting Services	\$980.99	\$1,648.80	\$1,750.00	\$1,278.05	\$471.95	73.03%	\$1,750.00	
E 601-49400-303 Engineering Fees	\$8,233.41	\$32.40	\$9,000.00	\$2,800.00	\$6,200.00	31.11%	\$5,000.00	
E 601-49400-304 Legal Fees	\$1,567.25	\$707.45	\$1,000.00	\$504.91	\$495.09	50.49%	\$1,000.00	
E 601-49400-306 Testing Fees	\$2,502.34	\$2,611.63	\$3,000.00	\$2,559.16	\$440.84	85.31%	\$2,750.00	
E 601-49400-310 Contracted Services	\$7,654.07	\$3,102.98	\$4,000.00	\$12,847.01	-\$8,847.01	321.18%	\$4,000.00	
E 601-49400-321 Telephone and Mtce Agreem	\$1,623.38	\$1,453.54	\$1,700.00	\$1,148.68	\$551.32	67.57%	\$1,700.00	
E 601-49400-322 Postage & Meter	\$301.50	\$264.80	\$500.00	\$500.23	-\$0.23	100.05%	\$500.00	
E 601-49400-323 Web Host	\$150.00	\$150.00	\$400.00	\$166.67	\$233.33	41.67%	\$400.00	
E 601-49400-324 Internet Service	\$222.81	\$227.16	\$350.00	\$214.62	\$135.38	61.32%	\$350.00	
E 601-49400-330 Technology Support	\$2,384.14	\$1,798.46	\$2,000.00	\$3,685.54	-\$1,685.54	184.28%	\$3,000.00	
E 601-49400-361 Liability/Prop Ins/WC	\$6,215.66	\$6,075.30	\$6,800.00	\$5,779.40	\$1,020.60	84.99%	\$6,250.00	
E 601-49400-381 Utilities/Electric/Gas	\$21,193.41	\$24,948.72	\$23,000.00	\$23,234.77	-\$234.77	101.02%	\$24,000.00	
E 601-49400-400 Repairs/Maint General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	
E 601-49400-401 Repairs/Maint Buildings	\$120.27	\$131.12	\$1,000.00	\$774.81	\$225.19	77.48%	\$0.00	
E 601-49400-402 Repairs/Maint Streets/Strm	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-404 Repairs/Existing Equip	\$1,848.28	\$3,993.08	\$5,000.00	\$5,519.44	-\$519.44	110.39%	\$2,500.00	
E 601-49400-405 Depreciation	\$88,245.16	\$85,425.69	\$90,000.00	\$0.00	\$90,000.00	0.00%	\$90,000.00	
E 601-49400-406 Depreciation Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-410 Facility Lease	\$8,481.58	\$8,423.91	\$9,000.00	\$8,046.61	\$953.39	89.41%	\$9,000.00	
E 601-49400-411 Repairs / Breaks	\$2,576.50	\$17,630.77	\$30,000.00	\$33,715.29	-\$3,715.29	112.38%	\$30,000.00	
E 601-49400-413 Office Equipment/Rental	\$1,366.35	\$1,693.82	\$1,500.00	\$1,539.47	-\$39.47	102.63%	\$1,500.00	
E 601-49400-417 Uniform Rentals	\$841.45	\$431.00	\$0.00	\$43.91	-\$43.91	0.00%	\$0.00	
E 601-49400-433 Membership/Dues/Edu	\$1,110.95	\$1,810.00	\$0.00	\$370.47	-\$370.47	0.00%	\$0.00	
E 601-49400-437 Other Miscellaneous	\$209.82	\$2,209.00	\$3,000.00	\$266.66	\$2,733.34	8.89%	\$1,000.00	
E 601-49400-481 Well 1 Repair/Maint	\$4,268.24	\$18.81	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$0.00	
E 601-49400-482 Well 2 Repair/Maint	\$4,268.23	\$118.81	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$0.00	
E 601-49400-483 Well #3 Rehab	\$6,606.00	\$7,220.50	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$0.00	
E 601-49400-486 HS Pumps	\$0.00	\$4,446.01	\$3,000.00	\$0.00	\$3,000.00	0.00%	\$0.00	
E 601-49400-520 CH Handicap Ramp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-580 New Equipment	\$439.52	\$540.00	\$500.00	\$221.82	\$278.18	44.36%	\$0.00	
E 601-49400-590 Water Tower Improvement	\$24,901.04	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-595 Water Plant Control Upgrade	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-620 Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-49400-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
Dept 49400 Water Utilities	\$321,880.87	\$311,627.91	\$333,100.00	\$211,409.63	\$121,690.37	63.47%	\$330,200.00	
Dept 49451 Water Plant Control Upgrade								
E 601-49451-595 Water Plant Control Upgrade	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 49451 Water Plant Control Upgrade	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 49499 Water Tower Improvements								
E 601-49499-590 Water Tower Improvement	\$1,775.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 49499 Water Tower Improvements	\$1,775.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Fund 601 WATER FUND	\$348,804.13	\$328,247.91	\$400,438.00	\$276,769.33	\$123,668.67	69.12%	\$396,550.00	
Fund 602 SEWER FUND								
Dept 43150 Surface Water Management								
E 602-43150-206 GIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 43150 Surface Water Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 47500 Debt Service								
E 602-47500-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$57,500.00	\$57,500.00	\$0.00	100.00%	\$57,500.00	
E 602-47500-611 Bond Interest	\$15,316.94	\$16,398.51	\$16,000.00	\$12,004.38	\$3,995.62	75.03%	\$15,100.00	
E 602-47500-620 Fiscal Agent s Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 47500 Debt Service	\$15,316.94	\$16,398.51	\$73,500.00	\$69,504.38	\$3,995.62	94.56%	\$72,600.00	
Dept 49450 Sewer Utilities								
E 602-49450-101 Administrator	\$14,810.18	\$14,652.95	\$16,750.00	\$15,708.00	\$1,042.00	93.78%	\$17,500.00	
E 602-49450-102 Clerk	\$17,544.91	\$24,647.71	\$21,000.00	\$20,098.18	\$901.82	95.71%	\$23,000.00	
E 602-49450-103 People Service	\$25,273.37	\$41,672.25	\$33,600.00	\$25,176.00	\$8,424.00	74.93%	\$34,250.00	
E 602-49450-104 Standby - Orono	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-49450-105 Salary/Part-time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-49450-107 Office Assistant	\$11,864.54	\$5,432.27	\$12,500.00	\$11,264.59	\$1,235.41	90.12%	\$13,250.00	
E 602-49450-121 PERA/FICA/Hosp Ins	\$22,933.26	\$23,753.99	\$22,000.00	\$14,298.45	\$7,701.55	64.99%	\$22,000.00	
E 602-49450-129 Pension Expense	-\$5,293.00	\$7,380.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-49450-200 Office Supplies	\$478.06	\$487.75	\$500.00	\$619.20	-\$119.20	123.84%	\$500.00	
E 602-49450-206 GIS	\$689.25	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$500.00	
E 602-49450-207 Computer Support/Supplies	\$838.00	\$2,958.00	\$1,500.00	\$1,853.00	-\$353.00	123.53%	\$2,000.00	
E 602-49450-212 Gas and Oil/Truck R and M	\$1,048.87	\$1,473.37	\$1,000.00	\$126.39	\$873.61	12.64%	\$250.00	
E 602-49450-215 Shop Supplies	\$41.15	\$33.91	\$500.00	\$42.41	\$457.59	8.48%	\$250.00	
E 602-49450-216 Chemicals and Chem Produc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-49450-220 Repair/Maint Supply	\$288.87	\$738.81	\$500.00	\$0.00	\$500.00	0.00%	\$250.00	
E 602-49450-299 Admin Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-49450-301 Auditing Services	\$6,635.52	\$7,142.04	\$7,200.00	\$7,052.00	\$148.00	97.94%	\$7,200.00	
E 602-49450-302 Accounting Services	\$980.98	\$1,648.80	\$1,700.00	\$1,278.04	\$421.96	75.18%	\$1,700.00	



Account Descr	2015 Amt	2016 Amt	2017 Budget	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget	2018 Budget	UnderLine
E 602-49456-121 PERA/FICA/Hosp Ins	\$0.00	\$37.69	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 602-49456-597 Lift Station No.2 Replaceme	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
E 602-49456-598 Lift Station No.5 Replaceme	\$76.00	\$615.18	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	_____
Dept 49456 Lift Station No.5 Replacement	\$76.00	\$652.87	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Fund 602 SEWER FUND	\$465,346.62	\$506,572.26	\$585,800.00	\$424,673.08	\$161,126.92	72.49%	\$559,568.00	
	\$1,915,702.54	\$1,932,377.75	\$2,257,096.00	\$1,864,608.84	\$392,487.16	82.61%	\$2,484,768.00	



Date: November 16, 2017

To: City of Spring Park

From: Dallas Roggeman, Operator

O & M Report: October 2017

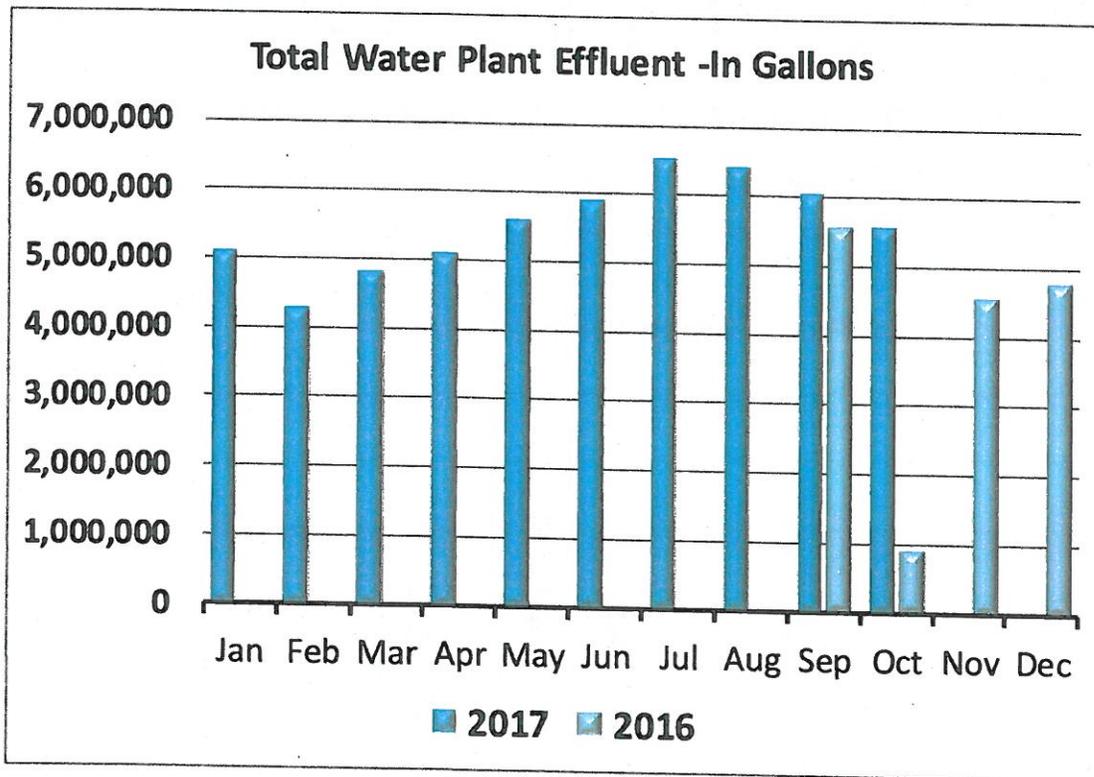
**Spring Park Operations and Maintenance**

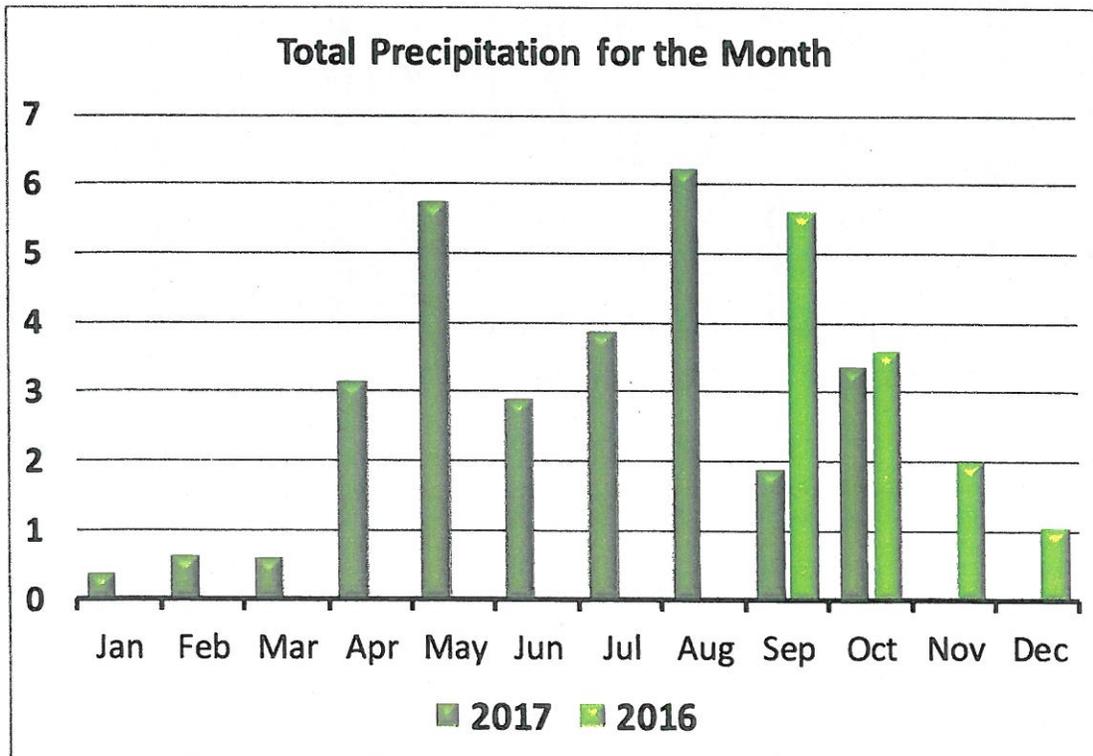
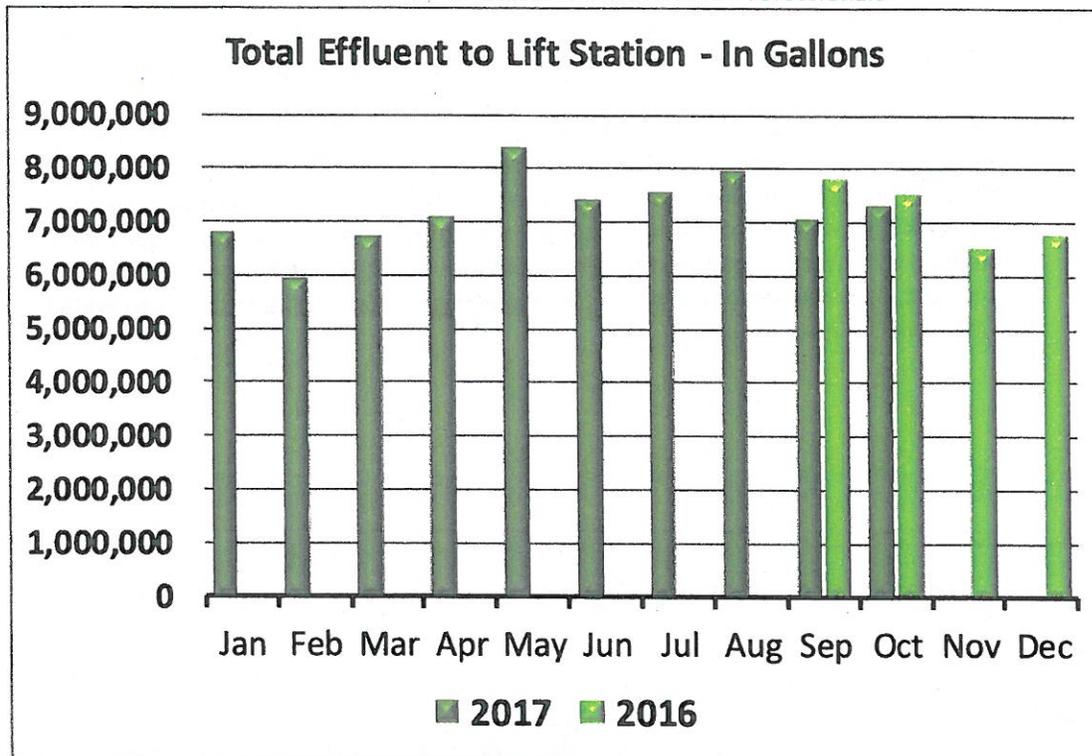
---

- Performed quarterly water meter readings, and compared water treatment flows with Sharon's billing flows to assure everything is aligning properly.
- Took quarterly Fluoride sample and sent in to the state.
- Conducted a Water Treatment Plant and lift station tour to the 4th and 5th grade robotics class from the Minnewashta and Excelsior Elementary Schools taught by Doug Sippel of Spring Park. This was a part of a Lego league project and this year's theme was the "human water cycle". The class is also to identify a problem to solve, and design a solution to present to me for feedback.
- Annual Generator inspections were completed. The generator at lift station #3 had a collapsed radiator hose and a coolant heater that was not working. The coolant had to be drained to fix these two problems so a coolant flush was also performed. At the generator at lift station #2, the radiator hose was leaking and the coolant was due to be flushed so both were completed. And last of all we applied some extreme heat silicon to the rain cap on the generator at lift station #5, we were receiving some complaints on the noise of the generator from Mist occupants that are near it. Hopefully this takes care of it, as the generator is insulated very well and that is about all we can do to reduce the noise.
- Reviewed the People Service Inc. companywide monthly minder on the proper vaccinations for the exposures that are present in our line of duty.
- From time to time I respond to water pressure loss at a resident's homes. More times than not, it is an issue with their water softener as was the case again on my last call. The first thing I do to check this is to compare the water pressure from a tap before the softener to one after the softener.
- Cleaned a bunch of grit and debris (as Dan monitored from afar stating he had his favorite shoes on and did not want to get them dirty) from the storm drain that runs from Thor Thompson Park to the lake. The flow in this area was starting to become restricted. Mike Kuno believes this is Hennepin County's responsibly and is investigating that, but I will keep an eye on it and clean as needed.

- Met with a homeowner on Del Otero Ave to discuss some storm water drainage issues they are having in the ditch at their home. I later returned with Mike Kuno to have a look. We are going to have surveyors shoot this area to get some elevation curves.
- Dan and I had a meeting with the MPCA and EPA on federal funding for more investigation on the TCE groundwater source, and more treatment solutions for the aquifers that are impacted. They are going to keep us posted if funding gets passed and the steps they will be taking if it is.
- Applied for a grant from the Met Council for I&I (inflow and infiltration) and we have been awarded \$14,404 that will be going towards this year sewer main slip lining project that is scheduled for the beginning of December.
- Attended the People Service annual 3-day refresher training in Norwood Iowa. Along with the refresher on day to day safety practices we encounter, this year's focus was on Arc Flash dangers and the proper PPE (personal protective equipment) that should be worn while working in different voltage rated electrical panels.
- Street sweepers were in town cleaning the worst sections (mainly those with curb and gutter), and will be back one final time in November to do all the areas once more when hopefully most of the leaves have fallen.
- Filled in a washed-out storm sewer catch basin behind the LLMC building.
- Had the city dump area cleaned out and organized. All the tree and leaf debris was removed, and the dirt and sand piles were moved to the back along with the remnants of other projects. Our snow removal company keeps a big salt bin here in the winter time also. In the future, we may want to look at replacing/adding the fence around the dump and add a little more concrete to make the space a little more usable.
- Flushed all the fire hydrants in town, and pumped out the ones that don't drain back to prevent freezing in the winter. All the hydrants were in good operating condition and were oiled to maintain smooth operation. There was very little iron/rust in the water mains, maybe the best I have ever seen. This can be credited to your water treatment plant and more specifically the water treatment plant filter doing its job, along with good design on your water mains keeping everything looped and having minimal dead ends.
- Had a pre-construction meeting with Dan and the crews for the slip lining project coming up. We have got the permit from Hennepin County for the stretches on Sunset Dr. (although there should be minimal road blockage). I located all the manholes and we discussed a few that were in concerning areas but the crew did not think there should be any issues. Hopefully the weather cooperates and we can get this project done in December while traffic is a little lighter on the main roads.

- Winterized all the city sprinkler systems and removed the meters to be stored in the shop unit spring. Everything looked good, and we should be all set to go for next year.
- Other Miscellaneous tasks include: Monitor poly phosphate levels in the water, complete water and sewer locates as needed, complete water shut-offs and turn-ons as needed, get bids for miscellaneous projects, completed the monthly fluoride report and sent to the state, took (2) monthly bacteria water samples, conducted field tests on the water weekly, monitored lift stations, completed monthly work orders and maintenance on all equipment, daily rounds/logs at the WTP, lower flags to half-staff and raise as needed, fill chemicals as needed, clean.





# PeopleService INC.

Water & Wastewater Professionals

Water	Units	October-17	September-17	October-16
<b>Average Daily Pumped</b>	gallons	179,419	201,640	28,935
<b>Maximum Daily Pumped</b>	gallons	232,000	244,000	199,000
<b>Total Monthly Pumped</b>	gallons	5,562,000	6,049,200	897,000
<b>Well #1 Pumped</b>	gallons	2,111,900	2,289,900	0
<b>Well #1 Average Pumped</b>	gallons	68,126	76,330	0
<b>Well #2 Pumped</b>	gallons	3,430,500	3,727,800	0
<b>Well #2 Average Pumped</b>	gallons	110,661	124,260	0
<b>Well #3 Pumped</b>	gallons	0	0	855,600
<b>Well #3 Average Pumped</b>	gallons	0	0	28,520
<b>Fluoride used</b>	gallons	8.1	9.1	2.0
<b>Fluoride Average used</b>	gallons	0.3	0.3	0.1
<b>Poly Phosphate used</b>	pounds	140.0	136.1	0.0
<b>Poly Phosphate Average used</b>	pounds	4.5	4.5	0.0
<b>Chlorine used</b>	lbs	140	122	27
<b>Chlorine Average used</b>	lbs	5	4	1
<b>Wastewater</b>				
<b>Effluent Flow</b>				
<b>Maximum Daily Pumped Wastewater</b>	gallons	282,440	264,480	365,670
<b>Average Daily Pumped Wastewater</b>	gallons	235,760	235,670	242,400
<b>Lift Station Effluent to Met Council</b>	gallons	7,308,710	7,070,060	7,514,280
<b>Precipitation</b>	inches	3.35	1.88	3.59

Completed Work Order General Report

<b>WO#</b> 26033.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00					
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr><td><b>Created</b> 10/2/2017</td></tr> <tr><td><b>Printed</b></td></tr> <tr><td><b>Scheduled</b> 10/1/2017</td></tr> <tr><td><b>Delinquent</b> 10/31/2017</td></tr> <tr><td><b>Completed</b> 10/5/2017</td></tr> </table>		<b>Created</b> 10/2/2017	<b>Printed</b>	<b>Scheduled</b> 10/1/2017	<b>Delinquent</b> 10/31/2017	<b>Completed</b> 10/5/2017
<b>Created</b> 10/2/2017									
<b>Printed</b>									
<b>Scheduled</b> 10/1/2017									
<b>Delinquent</b> 10/31/2017									
<b>Completed</b> 10/5/2017									
<b>Equipment</b>	6308-WELL-3	Well #3							
<b>Location</b>	6308- Spring Park								
<b>Task</b>	MONTHLY-PM								
<b>Instructions</b>	Conduct draw down test. Examine well head for unusual wear or vandalism.								
<b>Notes</b>									

<b>WO#</b> 26034.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00					
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr><td><b>Created</b> 10/2/2017</td></tr> <tr><td><b>Printed</b></td></tr> <tr><td><b>Scheduled</b> 10/1/2017</td></tr> <tr><td><b>Delinquent</b> 10/31/2017</td></tr> <tr><td><b>Completed</b> 10/5/2017</td></tr> </table>		<b>Created</b> 10/2/2017	<b>Printed</b>	<b>Scheduled</b> 10/1/2017	<b>Delinquent</b> 10/31/2017	<b>Completed</b> 10/5/2017
<b>Created</b> 10/2/2017									
<b>Printed</b>									
<b>Scheduled</b> 10/1/2017									
<b>Delinquent</b> 10/31/2017									
<b>Completed</b> 10/5/2017									
<b>Equipment</b>	6308-WELL-2	Well #2							
<b>Location</b>	6308- Spring Park								
<b>Task</b>	MONTHLY-PM								
<b>Instructions</b>	Grease shaft bearing, observe oil level in sight glass. Inspect unit for abnormal wear. Conduct draw down test.								
<b>Notes</b>									

<b>WO#</b> 26035.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00					
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr><td><b>Created</b> 10/2/2017</td></tr> <tr><td><b>Printed</b></td></tr> <tr><td><b>Scheduled</b> 10/1/2017</td></tr> <tr><td><b>Delinquent</b> 10/31/2017</td></tr> <tr><td><b>Completed</b> 10/5/2017</td></tr> </table>		<b>Created</b> 10/2/2017	<b>Printed</b>	<b>Scheduled</b> 10/1/2017	<b>Delinquent</b> 10/31/2017	<b>Completed</b> 10/5/2017
<b>Created</b> 10/2/2017									
<b>Printed</b>									
<b>Scheduled</b> 10/1/2017									
<b>Delinquent</b> 10/31/2017									
<b>Completed</b> 10/5/2017									
<b>Equipment</b>	6308-WELL-1	Well #1							
<b>Location</b>	6308- Spring Park								
<b>Task</b>	MONTHLY-PM								
<b>Instructions</b>	Grease shaft bearing, observe oil level in sight glass. Inspect unit for abnormal wear. Conduct draw down test.								
<b>Notes</b>									

<b>WO#</b> 26036.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00					
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr><td><b>Created</b> 10/2/2017</td></tr> <tr><td><b>Printed</b></td></tr> <tr><td><b>Scheduled</b> 10/1/2017</td></tr> <tr><td><b>Delinquent</b> 10/31/2017</td></tr> <tr><td><b>Completed</b> 10/5/2017</td></tr> </table>		<b>Created</b> 10/2/2017	<b>Printed</b>	<b>Scheduled</b> 10/1/2017	<b>Delinquent</b> 10/31/2017	<b>Completed</b> 10/5/2017
<b>Created</b> 10/2/2017									
<b>Printed</b>									
<b>Scheduled</b> 10/1/2017									
<b>Delinquent</b> 10/31/2017									
<b>Completed</b> 10/5/2017									
<b>Equipment</b>	6308-GSF	Gravity Sand Filter							
<b>Location</b>	6308- Spring Park								
<b>Task</b>	MPM Monthly Preventative Maintenance								
<b>Instructions</b>	Flush PVC line above backwash sludge tank into the backwash sludge tank until clean (there is a piece of PVC pipe with a coupler attachment to hook up to drain this)								
<b>Notes</b>									

<b>WO#</b> 26027.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00					
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr><td><b>Created</b> 10/2/2017</td></tr> <tr><td><b>Printed</b></td></tr> <tr><td><b>Scheduled</b> 10/2/2017</td></tr> <tr><td><b>Delinquent</b> 11/1/2017</td></tr> <tr><td><b>Completed</b> 10/5/2017</td></tr> </table>		<b>Created</b> 10/2/2017	<b>Printed</b>	<b>Scheduled</b> 10/2/2017	<b>Delinquent</b> 11/1/2017	<b>Completed</b> 10/5/2017
<b>Created</b> 10/2/2017									
<b>Printed</b>									
<b>Scheduled</b> 10/2/2017									
<b>Delinquent</b> 11/1/2017									
<b>Completed</b> 10/5/2017									
<b>Equipment</b>	6308-EWS	Eye Wash Station							
<b>Location</b>	6308- Spring Park								
<b>Task</b>	MPM Monthly Preventative Maintenance								
<b>Instructions</b>	Flush eye wash and inspect for proper working order.								
<b>Notes</b>									

<b>WO#</b> 26037.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		<b>Created</b> 10/2/2017  <b>Printed</b> <b>Scheduled</b> 10/1/2017 <b>Delinquent</b> 10/31/2017 <b>Completed</b> 10/4/2017
<b>Equipment</b>	6308-DHD	Dehumidifiers		
<b>Location</b>	6308- Spring Park			
<b>Task</b>	PREVENTATIVE MAINTENANCE			
<b>Instructions</b>	Check filters and replace if needed. Assure drain line is clear.			
<b>Notes</b>				

<b>WO#</b> 26038.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		<b>Created</b> 10/2/2017  <b>Printed</b> <b>Scheduled</b> 10/1/2017 <b>Delinquent</b> 10/31/2017 <b>Completed</b> 10/3/2017
<b>Equipment</b>	6308-CL-G-MON	Chlorine Gas Monitor		
<b>Location</b>	6308- Spring Park			
<b>Task</b>	MPM Monthly Preventative Maintenance			
<b>Instructions</b>	Test sensor and alarm system. Place a teaspoon of calcium hypochlorite into a plastic bottle and keep the bottle capped until ready to test the sensor. Open the bottle and place the mouth near the sensor. The DVM reading will rise rapidly. Immediately remove the bottle as it is best to expose the sensor to the high concentrations as briefly as possible. If the sensor does not respond when the bottle is held near the sensor, the sensor must be replaced. Confirm red light on building is working.			
<b>Notes</b>				

<b>WO#</b> 26110.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		<b>Created</b> 10/2/2017  <b>Printed</b> <b>Scheduled</b> 10/1/2017 <b>Delinquent</b> 10/31/2017 <b>Completed</b> 10/6/2017
<b>Equipment</b>	5308-LS-6	Lift Station #6		
<b>Location</b>	5308-Spring Park			
<b>Task</b>	MPM Monthly Preventative Maintenance			
<b>Instructions</b>	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station.			
<b>Notes</b>	AMP DRAWS PUMP 1: 38.9 PUMP 2: 38.1 PUMP 3: 37.8			

<b>WO#</b> 26111.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		<b>Created</b> 10/2/2017  <b>Printed</b> <b>Scheduled</b> 10/1/2017 <b>Delinquent</b> 10/31/2017 <b>Completed</b> 10/6/2017
<b>Equipment</b>	5308-LS-5	Lift Station #5		
<b>Location</b>	5308-Spring Park			
<b>Task</b>	MPM Monthly Preventative Maintenance			
<b>Instructions</b>	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station.			
<b>Notes</b>	AMP DRAWS PUMP 1: 5.7, 5.7, 5.6 PUMP 2: 5.8, 5.8, 5.6			

<b>WO#</b> 26112.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00										
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr> <td><b>Created</b></td> <td>10/2/2017</td> </tr> <tr> <td><b>Printed</b></td> <td></td> </tr> <tr> <td><b>Scheduled</b></td> <td>10/1/2017</td> </tr> <tr> <td><b>Delinquent</b></td> <td>10/31/2017</td> </tr> <tr> <td><b>Completed</b></td> <td>10/6/2017</td> </tr> </table>		<b>Created</b>	10/2/2017	<b>Printed</b>		<b>Scheduled</b>	10/1/2017	<b>Delinquent</b>	10/31/2017	<b>Completed</b>	10/6/2017
<b>Created</b>	10/2/2017													
<b>Printed</b>														
<b>Scheduled</b>	10/1/2017													
<b>Delinquent</b>	10/31/2017													
<b>Completed</b>	10/6/2017													
<b>Equipment</b>	5308-LS-4	Lift Station #4												
<b>Location</b>	5308-Spring Park													
<b>Task</b>	MPM Monthly Preventative Maintenance													
<b>Instructions</b>	<ol style="list-style-type: none"> <li>1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.</li> <li>2. Inspect and clean floats.</li> <li>3. If level indicator verify operating properly.</li> <li>4. Collect and record amperage draw for each pump.</li> <li>5. Inspect overall condition of lift station.</li> </ol>													
<b>Notes</b>	AMP DRAWS PUMP 1: 7.8, 7.7, 7.4 PUMP 2: 8.5, 8.3, 8.2													

<b>WO#</b> 26113.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00										
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr> <td><b>Created</b></td> <td>10/2/2017</td> </tr> <tr> <td><b>Printed</b></td> <td></td> </tr> <tr> <td><b>Scheduled</b></td> <td>10/1/2017</td> </tr> <tr> <td><b>Delinquent</b></td> <td>10/31/2017</td> </tr> <tr> <td><b>Completed</b></td> <td>10/6/2017</td> </tr> </table>		<b>Created</b>	10/2/2017	<b>Printed</b>		<b>Scheduled</b>	10/1/2017	<b>Delinquent</b>	10/31/2017	<b>Completed</b>	10/6/2017
<b>Created</b>	10/2/2017													
<b>Printed</b>														
<b>Scheduled</b>	10/1/2017													
<b>Delinquent</b>	10/31/2017													
<b>Completed</b>	10/6/2017													
<b>Equipment</b>	5308-LS-3	Lift Station #3												
<b>Location</b>	5308-Spring Park													
<b>Task</b>	MPM Monthly Preventative Maintenance													
<b>Instructions</b>	<ol style="list-style-type: none"> <li>1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.</li> <li>2. Inspect and clean floats.</li> <li>3. If level indicator verify operating properly.</li> <li>4. Collect and record amperage draw for each pump.</li> <li>5. Inspect overall condition of lift station.</li> </ol>													
<b>Notes</b>	AMP DRAWS PUMP 1: 6.2, 6.2, 6.4 PUMP 2: 6.3, 6.0, 6.3													

<b>WO#</b> 26114.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00										
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo	<table border="1"> <tr> <td><b>Created</b></td> <td>10/2/2017</td> </tr> <tr> <td><b>Printed</b></td> <td></td> </tr> <tr> <td><b>Scheduled</b></td> <td>10/1/2017</td> </tr> <tr> <td><b>Delinquent</b></td> <td>10/31/2017</td> </tr> <tr> <td><b>Completed</b></td> <td>10/6/2017</td> </tr> </table>		<b>Created</b>	10/2/2017	<b>Printed</b>		<b>Scheduled</b>	10/1/2017	<b>Delinquent</b>	10/31/2017	<b>Completed</b>	10/6/2017
<b>Created</b>	10/2/2017													
<b>Printed</b>														
<b>Scheduled</b>	10/1/2017													
<b>Delinquent</b>	10/31/2017													
<b>Completed</b>	10/6/2017													
<b>Equipment</b>	5308-LS-2	Lift Station #2												
<b>Location</b>	5308-Spring Park													
<b>Task</b>	MPM Monthly Preventative Maintenance													
<b>Instructions</b>	<ol style="list-style-type: none"> <li>1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.</li> <li>2. Inspect and clean floats.</li> <li>3. If level indicator verify operating properly.</li> <li>4. Collect and record amperage draw for each pump.</li> <li>5. Inspect overall condition of lift station.</li> </ol>													
<b>Notes</b>	AMP DRAWS: PUMP 1: 5.6, 5.6, 5.6 PUMP 2: 5.8, 5.6, 5.8													

Completed Work Order General Report

<b>WO#</b> 26115.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		
<b>Equipment</b>	5308-LS-1	Lift Station #1		
<b>Location</b>	5308-Spring Park			
<b>Task</b>	MPM Monthly Preventative Maintenance			
<b>Instructions</b>	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Collect and record amperage draw for each pump. 5. Inspect overall condition of lift station.			
<b>Notes</b>	AMP DRAWS PUMP 1: 6.0, 6.4, 6.0 PUMP 2: 5.8, 6.4, 5.8			

<b>Created</b>	10/2/2017
<b>Printed</b>	
<b>Scheduled</b>	10/1/2017
<b>Delinquent</b>	10/31/2017
<b>Completed</b>	10/6/2017

<b>WO#</b> 26117.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		
<b>Equipment</b>	5308-GEN	Generators		
<b>Location</b>	5308-Spring Park			
<b>Task</b>	APM Annual Preventative Maintenance			
<b>Instructions</b>	Contracted with Power System Services to inspect Generators			
<b>Notes</b>	The generator at lift #3 had a pinched upper radiator hose and the coolant heater is not working. they will be coming out to fix this along with a content flush. The generator at lift #2 has a leaky radiator hose that will be replaced. We are going to try and put a bead of high temp silicone around the pin cap at lift #5 to minimize noise at the apartments.			

<b>Created</b>	10/2/2017
<b>Printed</b>	
<b>Scheduled</b>	10/1/2017
<b>Delinquent</b>	10/31/2017
<b>Completed</b>	10/4/2017

<b>WO#</b> 26116.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		
<b>Equipment</b>	5308-GEN	Generators		
<b>Location</b>	5308-Spring Park			
<b>Task</b>	MPM Monthly Preventative Maintenance			
<b>Instructions</b>	Tools Required: wrenches, funnels, oil and coolant Check all fluids levels. Generators #1, 2, 3, 5 run automatically weekly, the WTP, #6 (runs the 1st Wednesday of every month) and the portable needs to be run manually.			
<b>Notes</b>				

<b>Created</b>	10/2/2017
<b>Printed</b>	
<b>Scheduled</b>	10/1/2017
<b>Delinquent</b>	10/31/2017
<b>Completed</b>	10/4/2017

<b>WO#</b> 26118.01	<b>Type</b> Scheduled	<b>Priority</b> 5	<b>Downtime Hours</b>	<b>Total Cost</b> \$0.00
<b>Create Reason</b>	Triggered by Calendar	<b>Created By</b> jfanciullo		
<b>Equipment</b>	5308-EXT	Fire Extinguishers		
<b>Location</b>	5308-Spring Park			
<b>Task</b>	MPM Monthly Preventative Maintenance			
<b>Instructions</b>	Inspect, tip upside down bang with rubber hammer, check to see if charged.  Tools Required: rubber hammer, pen			
<b>Notes</b>				

<b>Created</b>	10/2/2017
<b>Printed</b>	
<b>Scheduled</b>	10/1/2017
<b>Delinquent</b>	10/31/2017
<b>Completed</b>	10/5/2017

<b>Report Totals</b>	<b>Downtime Hours</b> 0	<b>Part Cost</b> \$0.00	<b>Labor Cost</b> \$0.00	<b>Vendor Cost</b> \$0.00	<b>Equip/Tool</b> \$0.00
----------------------	-------------------------	-------------------------	--------------------------	---------------------------	--------------------------

<b>Cost</b>	
<b>Total Cost</b>	<hr/> \$0.00