



2018 Budget

**Home of the University of South Dakota
Sister City – Ratingen, Germany**

MISSION STATEMENT

Working within a revenue base, which is acceptable to the Community, the City of Vermillion is dedicated to a service structure that promotes the health, safety, and well being of the Public. The City of Vermillion is entrusted with the responsible management and delivery of community-owned goods and services, accountability, impartiality, and the quality of communication between themselves and the Vermillion Community.

**CURRENT OFFICIALS
of the
CITY OF VERMILLION, SOUTH DAKOTA**

Mayor

JOHN E. (JACK) POWELL

City Council Members

KELSEY COLLIER-WISE (*President*)

PARKER ERICKSON

RICH HOLLAND

BRIAN HUMPHREY

HOLLY MEINS

KATHERINE PRICE

TOM SORENSEN

STEVE WARD

City Manager

JOHN PRESCOTT

Finance Officer

MIKE CARLSON

Assistant to the City Manager

JAKE LOSINSKI

March 15, 2018

City Council Members,

Last August the City staff had the opportunity to present a proposed annual budget for the next fiscal year to the City Council for review, discussion, modification, and adoption. Preparation of the 2018 budget proposal is the result of the development of a Capital Improvement Plan presented earlier in the year, Department Head recommendations and planning for their respective areas, and most importantly city staff listening to City Council and community comments to develop a proposal to meet current and future community needs. The 2018 budget as with previous budgets intends to accomplish three things: (1) provide the City Council with the information needed to establish revenue levels and set cost controls over the expenditure of public funds; (2) provide Administration with the opportunity to present its recommendations for projects, community enhancements, and level of services in 2018; and (3) identify and continue discussion on items that may appear in future budgets after 2018. Beyond identifying various needs within the community, the budget process also provides the City Council an opportunity to assess the ability of the proposed programs and level of City services necessary to address community needs.

The City Council completed a thorough review of the 2018 budget proposal, modified it as needed, and adopted it in September 2017. This document reflects the adopted 2018 budget along with the 2017 budget and actual revenues and expenses.

Notable Budget Items

There were several items that were part of the 2017 budget that will make a difference for the community for many years including: the completion of Prentis Plunge, the start of construction and soon to be completed Prentis Park basketball courts and parking lot, the Prentis Street lift station replacement and related sanitary sewer line upgrades, construction of the new northeast electrical substation. The Main Street traffic signals were also upgraded in 2017. Some projects are financially large and/or noticeable to the general public while others may be smaller in cost and/or less noticeable, but each item makes a difference in the effectiveness of providing public services.

The 2018 budget also contains a number of initiatives, projects, and equipment purchases of small and large amounts that are referenced throughout this document. A couple of projects of note that are not detailed in the balance of the letter include:

- Funding for a downtown infrastructure project. While a final proposal has not been submitted to the community and City Council for discussion and agreement, public funding for a portion of a downtown infrastructure project is critical to the success of the initiative. The City Council reserved \$1 million of Second Penny funding for 2018 as a starting point to bring a proposal together for implementation. A successful initiative to complete work similar to the proposal presented in 2016 will take public and private funding and City Council designation as a priority.

- Surface Transportation Improvement Funds (STIP) are now distributed to the City each year vs. being held at the State for eligible project payments. The 2018 budget includes the reconstruction of Jefferson Street between Clark Street and Duke Street. Engineering for the reconstruction of Anderson Street between Clark Street and E. Main Street and Clark Street between Jefferson Street and Anderson Street is budgeted to take place during 2018 with construction planned for 2019.

Fiscal Outlook

Significant single family housing construction continues to take place as lots are available and market conditions are favorable. Construction activity in the community is helping the local economy. The Sanford/Dakota Hospital Foundation renovation/expansion project and the Prentis Park swimming pool project were completed in 2017 with more park improvements to take place. Sales tax revenues lagged for much of 2017, but ultimately finished the year 1% over 2016 receipts. Statewide, sales tax receipts were down in South Dakota which has impacted growth projections for the 2018 budget. The adopted 2018 budget includes sales tax receipts that are approximately 5% over actual 2017 collections.

Preparation of the 2017 budget was challenging due to uncertainty related to employee health insurance costs. The matter was favorably resolved in late 2016 and in early 2017 the City Council was able to revise the 2017 budget to reflect a more desired level of expenditures. Health insurance costs remained a variable in preparing the 2018 budget. This adopted budget contained a 15% increase in health insurance premium costs to try to prepare for a large rate increase. The final health insurance cost for 2018 was determined in late 2017 and resulted in a 9% increase in costs vs. the 15% that was budgeted.

The opening of Prentis Plunge in June was a great success for the community. Budgeting for this facility in 2018 was challenging as there was limited history at the time; there may be some attendance changes after the first year of the facility being open and some initial operating costs are completed.

General Fund

The City of Vermillion strives to provide high quality goods and services to citizens in the most cost effective manner possible. The General Fund contains the traditional services performed by the City, such as police and fire protection, street maintenance, library, parks and recreation, code enforcement, general government, and other services. General Fund revenues in 2018 will continue to come from property taxes (\$2,302,400), the first penny of sales tax (\$1,908,000), a variety of fees, payments from other units of government, grants, fines, and interest income. The proposed 2018 General Fund budget is \$8,110,829. This is a significant decrease from the proposed revised 2017 budget of \$8,613,135 and adopted 2017 General Fund budget of \$8,460,717. As presented to the community in the project planning stages, construction of Prentis Plunge included using approximately \$1 million of General Fund reserves which took place during 2016 and 2017 as construction progressed.

The transfer from the Electric Fund to the General Fund is again remaining the same in 2018 at \$803,117. This amount has remained constant since 2005. Additional amounts to balance the General Fund are not proposed again for 2018 as the Electric Fund completes \$4.2 million of construction on a new northeast substation and related transmission line in the first quarter of 2018. The transfer from the Electric Fund to the General Fund for engineering salaries was not increased over the 2017 amount.

The 2018 budget does include the addition of one full-time employee. An additional telecommunicator in the Emergency Communications center starting after the first quarter was budgeted. The Emergency Communications center serves a number of agencies. As these agencies grow in size there is more traffic through the Emergency Communications center. A societal change with the increased mobility of communication devices often leads to numerous calls reporting the same accident before responders are on scene. Another staff member in the Emergency Communications center will help decrease single person coverage of the facility. Costs for the Emergency Communications center are split 50/50 between the City and Clay County.

The 2018 budget proposal includes a 2.25% COLA and step increase, as appropriate, for City employees. This COLA is part of the three union agreements.

Most of the General Fund is spent on operational costs. There are a few notable projects proposed for funding from the General Fund.

- \$85,000 for Street Maintenance work such as asphalt patching, gravel crack sealing, and traffic paint. While the overall amount to be spent on streets will increase in 2018 when Second Penny funds are added in, the amount from the General Fund remains the same as 2017.
- \$92,000 of new library materials for the Vermillion Public Library.
- \$55,000 in contributions to support community programs including: Dakota Senior Meals, Landfill Voucher Program, Main Street Center, Vermillion Area Arts Council, Vermillion Public Transit, Vermillion Housing Authority, Vermillion Food Pantry, and Vermillion Area Dance Organization. Heartland Humane Society would receive funding for a program through the Code Enforcement budget.
- \$31,000 for a robotic total station and GIS software for the Engineering Department. Water, Waste Water, and the Electric utilities are also contributing to these two purchases.

Municipal Utilities

Electric Fund

The City purchases the majority of the power sold to customers from Western Area Power Administration (WAPA). The City's secondary power provider is Missouri River Energy Services (MRES). WAPA decreased rates for 2018 as the drought adder portion of their rate dropped to zero with the retirement of debt. MRES also did not increase their overall 2018 electric charge to the City. Seasonal rates are utilized for the seventh time in 2018 as MRES charges different rates for electricity during the year. The July, August, and September 2018 billing rate are higher than the other nine months. An electric rate increase for City Light & Power customers was not included the 2018 budget.

An appropriation of \$600,000 is in the 2018 proposal for the cost to provide service to new construction, the third year of a four-year project to convert street lights to LED fixtures, and to replace downtown street lights. Bonds were sold in early 2017 for the new electrical substation. Construction of the new substation is underway. Construction of the new substation is anticipated to be completed in the first half of 2018. The 2018 budget also includes \$175,000 for approximately 900 meters as the first year of a five year plan to install Advanced Metering Infrastructure (AMI) is implemented. Receipt of revenue for transmission line assets from Southwest Power Pool (SPP) is included but the exact amount or utilization of these receipts has not been determined as the basis for identifying the amount to be paid is still being negotiated.

Water Fund

A water rate increase was not included in the 2018 budget. Replacement of the Walnut Street water line from W. Main Street to W. National Street, moving the 12" Bloomingdale and Market water line to the right-of-way, painting of the reservoir ceiling, and several smaller projects are planned. The Water fund proposes to utilize \$66,000 of funding in 2018 for the first year of a five year plan to install Advanced Metering Infrastructure in concert with Vermillion Light and Power.

Wastewater Fund

A rate increase for wastewater is not included in the adopted budget for 2018. Wastewater rates are evaluated and adjusted each May based on winter water consumption. Completion of the Prentis Street lift station and replacement of related sanitary sewer lines will be completed in 2018. Use of approximately \$650,000 of reserves is proposed for engineering and construction of a boiler/heat exchanger at the Wastewater Treatment plant. Replacement of a recirculation pump and miscellaneous sewer projects complete the proposed sanitary sewer construction projects planned for 2018.

Municipal Enterprise Funds

Joint Powers Landfill/Missouri Valley Recycling Center

A major fire in October 2012 which destroyed the baler building and equipment, installation of a leachate system, and construction of a landfill trench in 2015 are all recent, large projects impacting the landfill budget. These large landfill expenditures over the last couple of years combined with low recycling revenue have left the Joint Powers Fund in a difficult financial position. Rates were raised in January 2016 but it is likely the Joint Powers Fund will significantly reduce reserves during 2018. A long discussed need to renovate the recycling building to enhance processing efficiency and improve work site conditions while included in the proposed budgeted, will be evaluated from a financial impact on reserves before the project would begin in 2018. The consultant's Cost of Services study for the entire operation was presented in October 2017. This study led to establishing a higher cost for disposal of waste at the Yankton transfer station to hopefully cover the increased cost and direct more waste directly to the landfill. Another variable is Yankton's 2017 conversion to single-stream recycling which has decreased the amount of recycling product handled by Joint Powers and available to sell as income for Joint Powers.

Curbside Recycling

In November 2008, voters approved a curbside recycling program. The program began operations in September 2009. Replacement of the hydraulic trailer is taking place in 2018 through the use of a state grant/loan award. The monthly fee was increased \$.20 to \$3.70 as of January 1, 2018 to help cover the operational and equipment costs of this fund.

Liquor Store Fund

The Liquor Store Fund is budgeted to provide a \$194,200 transfer to the General Fund in 2018. In 2014, the City Council approved a new five-year management agreement which started in January 2015. The 5-year lease agreement provided for a larger store space was also entered into at the same time. Sales in the new larger store location have increased. Higher sales and related expenses are included in the 2018 budget as some sales history is now available with the new location.

Bluffs Golf Course and Residential Development

The Bluffs is an asset to the community in terms of providing a recreational outlet and bringing people to the community. The 2013 budget included the final payment on the debt service being made and the TIF district was closed. Over \$20 million in taxable value has been added to the property tax roll. There are no major expenditures planned at the Bluffs Golf Course in 2018.

Special Revenue Funds

Bed, Board and Booze (BBB) Sales Tax

BBB sales tax receipts for 2017 were slightly ahead of 2016 receipts. The fund has seen modest growth in receipts over the last couple of years with new opportunities in the community to collect this sales tax. Requests to utilize the anticipated \$372,800 in available funding to be collected continue to increase. Funding is included for the South Dakota Shakespeare Festival, National Music Museum, USD Welcome Week, Vermillion Chamber of Commerce and Development Company, Ribs, Rods & Rock 'N Roll, W.H. Over Museum, July 4th Celebration, Vermillion NOW! 2, and South Dakota High School All-Star Football game.

Second (2nd) Penny Sales Tax Fund

The 2nd Penny Sales Tax Fund is used solely for capital fund needs. Many of the capital items that were previously funded by the General Fund via property taxes and the first penny of sales tax have been moved to this fund. Some of the expenses are offset by grants or other funding. There are a number of notable projects in 2018 to be funded by the 2nd Penny Sales Tax Fund. Some of the projects include:

- * \$337,870 for City Hall debt service
- * \$335,000 for park improvements including: Rotary Park improvements, ADA update to Prentis Park playground, Prentis Park scoreboard replacement, updating of bathrooms in the west end of Barstow Park, replacement of Cotton Park bathroom, and Prentis Park disc golf enhancements
- * \$260,100 for Vermillion River hike/bike path replacement
- * \$150,000 for chip sealing of city streets
- * \$100,000 for downtown street treatment
- * \$95,000 for miscellaneous street repairs
- * \$78,820 for Prentis Park General Obligation Bond debt service
- * \$75,000 for 2nd half of Engineering study for Bike Master plan (80% paid by DOT grant)
- * \$64,000 for Ambulance Department equipment
- * \$55,500 for Fire Department equipment
- * \$50,000 for Vermillion Now! 2 campaign (fourth of five equal payments)

- * \$45,000 for Police and Fire Department radio upgrade (1st year of 5-year plan)
- * \$38,800 for Street Department equipment
- * \$20,000 for Police Department in-car video upgrade
- * \$10,000 for downtown infrastructure improvement engineering
- * \$1,500 for Airport improvements (5% City share of 2018 airport projects)

911 Fund

The operating costs of the Emergency Communications Center are split equally between the City and Clay County. The City's General Fund contribution and the County's contribution as well as any grants are placed into this fund to cover the expenditures of the Center. As noted earlier, an additional full-time dispatcher position starting in March is included in the 2018 budget.

Business Improvement District #1 Fund

In the fourth quarter of 2013, the initial steps to establish a Business Improvement District (BID) began. The necessary steps were completed and a \$2.00 per night lodging fee began on June 1, 2014. During 2017, the City Council approved 85% of the amount collected be remitted to the VCDC for marketing until the reserve fund reaches \$30,000. The VCDC only receives the funding if the BID fee generates the required dollar amounts.

Special Assessment Debt Service Fund

This fund collects special assessment payments related to completed infrastructure work for which a bond has been sold to finance the project. The 2017 and 2018 projects to be financed are sidewalk improvements.

TIF 5 VCDC / Erickson Addition Debt Service Fund

During 2013, the VCDC requested a TIF district as part of the funding for an office building at 1012 Princeton Street. The VCDC has since completed construction on the 32,000 square foot office building. An agreement between the City and VCDC provides that any TIF funds from this district received by the City will be remitted to the VCDC until the debt is retired. The 2017 budget reflects the change in assessed value to generate the receipt of TIF Funds and subsequent payment to the VCDC.

TIF 6 Bliss Pointe Debt Service Fund

In late April 2013, the VCDC purchased approximately 30 acres of land on the west side of the City to be developed into housing. A TIF district was established for Phase I of the development. The infrastructure was completed in 2014. Infrastructure development costs were funded by a private placement bond sold in 2014. The bond is to be repaid by TIF revenues. With the 2014 through 2017 budgets, Second Penny funds were used to cover interest costs on the bond. The TIF plan includes repayment to the City of the advanced interest expenditures and the 2014 construction contingency fund from future TIF district receipts. It is anticipated that the property tax collections in 2018 will be sufficient to make the bond interest costs and begin retiring the principal. No Second Penny funds are planned to be spent on TIF 6 in the 2018 budget.

Capital Projects Fund – Special Assessment Fund – STIP Fund

Special assessment projects are financed from this fund from the sale of special assessment bonds and citizen payments. The 2017 and 2018 projects are sidewalk improvements. Other projects financed by this fund are requested by citizens via petitions for curb, gutter, alley and street paving.

Equipment Replacement Fund

Departments initially fund new pieces of equipment out of their budget. Each Department then contributes annual rents to the fund based on the life expectancy and anticipated replacement costs of the piece of equipment. When it is time to replace the piece of equipment, the fund should contain most of the funding for the new equipment. The fund also receives income from old pieces of equipment which are sold. Equipment purchases planned in 2018 include:

- A Police Department patrol car
- A Police Department SUV
- A riding mower for the Airport
- A General Government vehicle
- A Street Department skid loader
- A Street Department sander
- A Street Department tree chipper
- A Water Department backhoe
- A Light & Power Department air compressor
- A Light & Power Department ½ ton pickup truck
- A Waste Water Department skid loader
- A Waste Water Department fork lift
- A Fire Department air compressor
- A Fire Department air fill station
- Two Golf Course reel mowers

The replacement of one piece of equipment often leads to the shifting of equipment throughout the organization. For example, the purchase of the new General Government car will lead to the current vehicle shifting to become a travel vehicle, the current travel vehicle moves to the Police Department, the replaced vehicle at the Police Department moves to the Airport to serve as the courtesy vehicle. The current airport courtesy vehicle will then be sold.

Unemployment Insurance Fund

The City self-funds its unemployment insurance claims and has set aside approximately \$12,396. The annual interest, if not used for claims, is added to the fund balance.

Copier – Fax – Postage Fund

This fund charges all City Departments for use of the common office machines to provide funding needed for maintenance and eventual replacement of the equipment. No equipment purchases are planned with the 2018 budget.

Storm Water Fee Fund

The City computes the charges for this fund and the County collects the revenue via property taxes. The money is used to build and maintain the storm water drainage system in the City. In 2018, \$30,000 is included to complete a study of another storm drainage basin. An expenditure of \$15,000 is for miscellaneous system repairs. The 2017 revision was due to favorable bids on the Erickson Addition detention pond and Linden ravine projects. No large expenditures are included for 2018 while engineering studies are completed.

Parks Capital Fund

The Parks Capital Fund receives funding from team player fees, contributions and basketball fundraisers. The funds are used for capital projects when General Fund or other sources may not be able to cover the entire cost.

Hike/Bike Path Capital Fund

The Hike/Bike Path Fund utilized a federal grant and a local match to enhance the existing trail system in Vermillion. Unfortunately, portions of the hike/bike trail along the Vermillion River were severely damaged or are no longer safe due to floods and natural river erosion. The Second Penny Fund will transfer \$260,100 to this fund in 2018 to help provide for replacement of sections of the Vermillion River Hike/bike path. The exact location of the route is still being determined through property owner meetings. This funding will be combined with approximately \$80,000 of federal funding that remains for the project.

Budget Revisions

Each year, the City Council is asked to revise the previous year's budget for revenues or expenses that are different than anticipated. Sales tax revenues for 2017 were revised down due to slower sales tax collection in Vermillion and around South Dakota. The progress payments related to multi-year construction projects underway when the budget was being developed are difficult to determine. While there are a number of items that have variations within the General Fund, the difference in the revision was primarily related to Prentis Plunge construction. The Second Penny revisions in 2017 were predominantly due to Prentis Park improvements including pool construction and moving the start of parking lot construction from 2018 to 2017. Overall, Second Penny expenditures were revised in 2017 from \$1,989,746 to \$2,627,750.

Summary

Some of the improvements to Prentis Park, as suggested by the adopted Master Plan, have been completed and more are underway to be completed in the 2018 budget. The 2018 budget year will also see the completion of the northeast substation and Prentis Street lift station project. These projects have been several years in the making. Additional quality of life improvements such as park improvements in other parks, street improvements, planning for downtown improvements, and enhancing a sound utility infrastructure are parts of the 2018 budget.

City Council Members

March 15, 2018

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As noted earlier, the General Fund provides for the bulk of operating costs. A modest level of revenue and expenditures developed to address the many needs of the community in 2018. The General Fund primarily helps provide the personnel and basic services in the most cost effective manner possible. The Second Penny Fund helps the community and organization attain needed capital items to enhance the quality of life and delivery of services. The 2018 budget continues the allocation of resources to support and make permanent improvements in the community.

Development of this budget would not be possible without Finance Officer Mike Carlson, Assistant to the City Manager Jake Losinski, and Administrative Assistant Marty Washington. Their dedication, skill and attention to detail were vital in preparing the proposed budget and this document. Department Heads deserve special recognition for their assistance in gathering the information needed to compile the budget document and in bringing forth a number of ideas to enhance the community. The City Council deserves a special thank you for their time and dedication in preparing and implementing the 2018 budget which provides direction and will benefit the Vermillion community for years to come.

City of Vermillion employees look forward to working with the City Council and community to bring about a successful year for the citizens of Vermillion.

Respectfully submitted,



John C. Prescott
City Manager

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GENERAL GOVERNMENT REVENUE

General Property Taxes

The current year's property taxes include tax collections on assessed real property in Vermillion. The property tax levy is currently 5.869 mills. The 2018 budget included a 1% increase as allowed by state statute plus growth.

Estimated Delinquent Taxes

An estimation of taxes that will not be collected in the budget year is shown here.

Tax on Mobile Homes

Receipts from property taxes on mobile homes are shown here.

Delinquent Tax Payments

Payments on prior years' unpaid property taxes are shown here.

			2015	2016	2017	2017	2017	2018
<u>TAXES GENERAL PROPERTY</u>			<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>REVISED</u>	<u>ACTUAL</u>	<u>BUDGET</u>
101	31110	GENERAL PROPERTY TAX	2,114,001	2,168,494	2,236,000	2,236,190	2,216,302	2,302,400
101	31111	ESTIMATED DELINQUENT TAXES	0	0	(24,000)	(24,000)	0	(24,000)
101	31170	TAX ON MOBILE HOMES	7,085	3,927	5,000	4,000	3,011	4,000
101	31180	DELINQUENT TAX PAYMENTS	<u>56,731</u>	<u>31,223</u>	<u>24,000</u>	<u>24,000</u>	<u>20,945</u>	<u>24,000</u>
TAXES GENERAL PROPERTY TOTAL			2,177,817	2,203,644	2,241,000	2,240,190	2,240,258	2,306,400

Sales Tax

A 1% municipal sales tax to help fund day-to-day City operations was approved by the voters April 8, 1980. The tax became effective July 1, 1980. Sales tax revenue estimates are based upon previous years' revenues and are revised during the year.

			2015	2016	2017	2017	2017	2018
<u>SALES TAX</u>			<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>REVISED</u>	<u>ACTUAL</u>	<u>BUDGET</u>
101	31310	SALES TAX	1,792,980	1,798,771	1,920,000	1,852,700	1,818,493	1,908,000

Penalties and Interest on Delinquent Taxes

Delinquent property tax payments include an interest penalty charge collected by Clay County and remitted to the City.

			2015	2016	2017	2017	2017	2018
<u>PENALTIES AND INTEREST</u>			<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>REVISED</u>	<u>ACTUAL</u>	<u>BUDGET</u>
101	31910	PENALTIES & INTEREST ON DELIQ. TAX	13,424	7,855	5,000	7,500	5,846	7,500

Liquor and Beer Licenses

State law controls the number of liquor licenses a municipality may issue. It is based on a population ratio. The City has twelve (12) retail on-sale liquor licenses, a City municipal package license off-sale liquor, thirty (30) malt beverage licenses, two (2) malt beverage license with SD Farm Wine, and thirteen (13) wine licenses. On-sale liquor, municipal package liquor, and wine licenses are issued in December - \$1,500 for each liquor license, \$500 for municipal package liquor, and \$500 for each wine license, of which the City receives the entire fee. Malt Beverage licenses are issued in June for on-off sale (\$300), package off -sale with SD Farm Wine (\$225), and off-sale (\$200), of which the City receives half of the fee. Also included are transfer fees and special one-day licenses and \$50 per video lottery machine.

Garbage Hauler Licenses

Independent private haulers contract for sanitation service with Vermillion homeowners and businesses to provide collection. Each hauler pays an annual license fee of \$300 to the City for using City streets and alleyways.

Zoning Fees

Each person requesting a zone change is charged \$150 per request to meet publication and other related costs to the City.

Mobile Home Park

The fees for mobile home park licenses are \$150 per park or \$3 per lot, whichever is greater. There are nine licensed mobile home parks in Vermillion.

Housing Code/Rental Registration

Rental Housing Certificates are based upon the location and number of units. In 1988, mobile homes were added to the property to be inspected and the City Council implemented a graduated increase in registration rates. The registration fees were last adjusted in 2011 to \$25 per building and \$15 per dwelling unit. The units are inspected on a regular cycle.

Electrician Licenses

Electrician licenses are \$100 per year.

Plumber Licenses

Plumber licenses are \$100 per year (\$20 for journeyman).

Building Permits

Building permits are based on the value of construction. A new fee schedule was adopted in 2008 and went into effect on January 1, 2009. See section 150.33 in the revised Code of Ordinances of Vermillion for the rates.

Sign Permits

Sign permits range from \$25 to \$50 depending on the size and status of the sign.

Dog Licenses

Dog licenses are \$10 per year.

Other License and Permits

“Other” is a catch-all for miscellaneous items. Examples are airport use permits, noise permits, itinerant merchant permits, and tattoo artist licenses.

			2015	2016	2017	2017	2017	2018
<u>LICENSES AND PERMITS</u>			<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>REVISED</u>	<u>ACTUAL</u>	<u>BUDGET</u>
101	32110	LIQUOR & BEER LICENSES	34,312	34,320	36,000	36,000	36,630	36,000
101	32111	GARBAGE HAULERS LICENSES	1,500	1,500	1,500	1,500	1,500	1,500
101	32112	ZONING FEES & VARIANCE	1,020	980	1,000	1,000	1,800	1,000
101	32113	MOBILE HOME PARK LICENSES	2,724	1,938	2,500	2,000	1,380	2,000
101	32114	RENTAL REGISTRATION	59,845	64,032	70,000	70,000	62,575	70,000
101	32115	ELECTRICIAN LICENSES	2,600	3,300	3,000	3,300	2,900	3,500
101	32116	PLUMBER LICENSES	760	930	1,200	1,500	1,450	1,500
101	32117	BUILDING PERMITS	88,029	42,337	40,000	40,000	43,670	40,000
101	32119	SIGN PERMITS	361	505	500	500	415	500
101	32120	DOG LICENSES	850	840	750	750	490	750
101	32190	OTHER LICENSES & PERMITS	<u>4,075</u>	<u>3,230</u>	<u>3,500</u>	<u>3,500</u>	<u>3,400</u>	<u>3,500</u>
LICENSES AND PERMITS TOTAL			196,076	153,912	159,950	160,050	156,210	160,250

Cable TV Franchise Fee

To operate in the Vermillion community, a cable company pays a yearly franchise fee amounting to 5% of gross revenue in Vermillion. Midcontinent Communications acquired the cable franchise from Mediacom during 2007.

			2015	2016	2017	2017	2017	2018
<u>CABLE TV FRANCHISE FEE</u>			<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>REVISED</u>	<u>ACTUAL</u>	<u>BUDGET</u>
101	32320	CATV FRANCHISE FEE	113,566	105,969	109,000	106,000	100,858	106,000

State Grants

Grants and reimbursements are received from the State. The 2017 grant was state funds for airport maintenance.

State Surface Transportation Program

This is a Federal allotment of funds through the state for the State Transportation Improvement Program (STIP). In 2015, the state started passing these funds to the City instead of making program payments directly to projects. These funds are restricted for STIP projects.

Federal Grant through State

Grants and reimbursements received from the State for specific purposes. In 2017, Vermillion received a Police Department overtime grant and a grant for airport maintenance.

Federal Grant Designated

Federal grants received from the State for specific purposes. The 2017 grant funds were for Police Department ballistic vests, ambulance department equipment and automatic external defibrillators.

			2015	2016	2017	2017	2017	2018
<u>FEDERAL REVENUES</u>			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	33410	STATE GRANT	134	106	0	1,680	1,517	0
101	33412	STATE SURFACE TRANSP PROG	559,241	486,773	341,000	341,590	341,594	341,590
101	33420	FEDERAL GRANT THROUGH STATE	0	4,899	0	30,000	30,037	3,000
101	33421	FEDERAL GRANT - DESIGNATED	<u>10,440</u>	<u>1,370</u>	<u>0</u>	<u>13,980</u>	<u>15,509</u>	<u>1,500</u>
FEDERAL REVENUES TOTAL			569,815	493,148	341,000	387,250	388,657	346,090

Bank Franchise Tax

The franchise tax on banks is based upon the net income of the banks. The State retains 26.67% of the revenue and returns the rest to those counties in which the banks operate.

Liquor Tax Reversion

Sixty-five percent of the State Treasurer's 10% tax on liquor distiller and distributors is paid to the City on a population ratio basis.

State Highway/Bridge

By State law 54.5% of all funds collected for motor vehicle licenses in each county are earmarked for municipal and township highway and bridge construction and maintenance.

Other State Shared Revenues

Other revenues received from the State include a State share for operating expenses for the National Guard Armory/Community Center.

Amusement Licenses

The State imposes a license fee on all amusement machines, i.e. coin operated pool and video games. The City receives \$12 from the State for each license issued within city limits.

			2015	2016	2017	2017	2017	2018
<u>STATE REVENUES</u>			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	33510	BANK FRANCHISE TAX	7,114	7,921	8,000	14,800	14,805	14,800
101	33530	LIQUOR TAX REVERSION	65,935	68,939	67,000	69,000	68,682	70,000
101	33540	STATE HWY/BRIDGE	204,071	195,311	206,000	200,000	181,175	200,000
101	33590	OTHER STATE SHARED REVENUE	5,250	10,200	5,700	11,000	11,042	10,700
101	33591	AMUSEMENT LICENSES	<u>492</u>	<u>324</u>	<u>700</u>	<u>350</u>	<u>480</u>	<u>350</u>
STATE REVENUES TOTAL			282,862	282,695	287,400	295,150	276,184	295,850

County Road

This is the City's share of state road funds.

County Motor Vehicle

All cities in a county receive 5% of motor vehicle license revenue collected by the County and distributed according to total street miles. Motor vehicle fees increased in 2013.

			2015	2016	2017	2017	2017	2018
<u>COUNTY REVENUES</u>			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	33810	COUNTY ROAD (25)%	9,469	67,380	9,500	38,800	38,691	39,000
101	33840	COUNTY MOTOR VEHICLE (5%)	<u>63,690</u>	<u>71,911</u>	<u>65,000</u>	<u>72,000</u>	<u>75,961</u>	<u>72,000</u>
COUNTY REVENUES TOTAL			73,159	139,291	74,500	110,800	114,652	111,000

Sale of Maps and Publications

Map sales include charges for the use of the City's printer to make copies of plats and other maps.

Mobile Home Fees

The \$1 per month mobile home parking fee and inspection fees are credited here.

Return Check Fees

The City Finance Office handles bad checks in-house. A \$40 fee is charged for returned checks and those that are not paid are turned over to the Clay County State's Attorney.

Damage to City Property

Payments from individuals damaging City property in motor vehicle accidents. The most frequent incidents are replacing street light poles and fire hydrants during the winter months when the streets are icy.

Other Goods and Services

Several sources provide revenue in this item such as jury duty reimbursement and the sale of scrap metal.

Mobile Home Inspection Fee

A fee of \$10 is charged for inspection of mobile home placement.

Accident Report Copies

Fees charged by the Police Department for providing extra copies of accident reports.

Storage Fees

The \$15 per day fee is a charge for the storage of City towed vehicles impounded for violation of snow emergency routes and other related ordinances.

Street Repairs and Services

Plumbers pay these charges to cover the cost of street cuts to connect new houses or repairs to existing services.

Airport Fuel

In 2007, the City purchased the airport fuel system, thus the revenues being reported are the gross fuel sales. A jet fuel dispensing system was added in 2013.

Tagging Fees/Weed Cutting and Snow Removal Charges

Charges for weed cutting or snow removal are placed here when the City performs the task and then charges the property owner. Most sidewalk snow removal violations are handled by the Code Enforcement Department. The department charges a \$10 service fee for notification, and a \$25 service fee for the abatement of the nuisance plus any additional charges for the removal of the nuisance. In 2015, the department added an additional fee of \$20 for subsequent violations occurring within a given calendar year.

Animal Control and Shelter Fees

Charges for impounded animals are \$10 per day boarding charge and a \$25 impoundment fee.

Ambulance Charges

Some of the fees for 2018 are: Advanced Life Support, Emergency-\$1,000; Advanced Life Support 2, Emergency-\$1,250; Advanced Life Support, Non-Emergency-\$800; Basic Life Support, Emergency-\$900; Basic Life Support, Non-Emergency-\$700; Stand-by for Special Events, \$100/hr.; Additional Standby Staffing, \$25/per person/per hour; Loaded mileage Charge-\$15/per mile. The complete fee schedule lists other charges for types of calls, itemized procedures, drug charges, disposable supplies, and administrative charges.

Swimming Pool Fees

Swimming pool fee revenue varies with the weather. The 2018 daily rates for the pool, including tax, are: \$5 (7 years and up); and free for ages 0-6 (with paid adult). The season rates for the pool, including tax, are: \$35 for children (7-17yrs); \$30 for adults (18-59yrs); and \$25 for seniors (60+).

Swimming Pool Concessions

With the opening of Prentis Plunge this line item was established to record revenue received from the sale of concessions by City employees. At the previous pool, the concession operation was contracted out.

Recreation Program Fees

In an effort to become self-sustained, recreation program fees are periodically increased.

Concession Rental/Stand Revenue

Rents received for use of the Prentis Park concession stands and softball field concession stand.

Swimming (United Way)

This contribution from the United Way helps fund instructors for Red Cross swimming lessons. The contribution helps to keep the swimming lessons fee at \$15.

Armory User Fees

The National Guard Armory/Community Center classroom, kitchen and auditorium can be rented to individuals and groups based on availability. Rates vary according to length of time and extent of use.

Camping Fees

Lions Park campground provides free camping for the first three days and after that a daily fee is charged to camp.

			2015	2016	2017	2017	2017	2018
CHARGES FOR GOODS AND SERVICES			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	34120	SALE OF MAPS & PUBLICATIONS	749	150	1,000	1,000	29	1,000
101	34130	MOBILE HOME FEES	4,583	4,664	4,600	4,600	4,545	4,600
101	34140	RETURN CHECK FEES	3,240	3,240	3,000	3,000	2,510	3,000
101	34150	DAMAGE TO CITY PROPERTY	10	0	1,000	1,000	0	1,000
101	34190	OTHER GOODS & SERVICES	1,830	1,432	3,000	3,000	900	3,000
101	34240	MOBILE HOME INSPECTION FEE	10	110	100	100	53	100
101	34250	ACCIDENT REPORT COPIES	692	687	1,000	1,000	772	1,000
101	34270	STORAGE FEES	3,445	3,980	3,500	4,000	5,070	4,000
101	34320	STREET REPAIRS AND SERVICES	2,006	3,026	6,000	6,000	3,804	6,000
101	34390	AIRPORT FUEL	78,144	56,559	80,000	60,000	63,032	60,000
101	34419	TAGGING FEES	4,405	6,555	4,000	6,000	4,660	6,000
101	34420	WEED & SNOW REMOVAL CHARGES	10,860	11,497	12,000	12,000	3,797	12,000
101	34520	ANIMAL CONTROL & SHELTER FEES	940	810	1,200	900	1,020	900
101	34560	AMBULANCE CHARGES	373,109	371,155	462,790	415,700	415,215	471,000
101	34620	SWIMMING POOL FEES	28,874	21,293	40,000	99,000	94,701	105,000
101	34622	SWIMMING POOL CONCESSIONS	0	0	0	35,000	29,274	38,000
101	34630	RECREATION PROGRAM FEES	15,451	28,564	31,000	31,000	30,560	31,000
101	34640	CONCESSION RENTAL/STAND REVENUE	250	300	300	300	300	300
101	34650	SWIMMING (UNITED WAY)	3,500	3,800	3,800	4,500	4,500	4,500
101	34660	ARMORY USER FEES	2,735	2,631	3,500	3,500	2,164	3,500
101	34661	CAMPING FEES	<u>803</u>	<u>714</u>	<u>600</u>	<u>700</u>	<u>381</u>	<u>700</u>
CHARGES FOR GOODS & SERVICES TOTAL			535,636	521,167	662,390	692,300	667,287	756,600

Court Fines and Costs

Court fine revenue fluctuates from year to year according to the number of traffic violations. Dog fines are also included here. The Clerk of Courts remits 35% to the State and the balance to the City.

Cash Bonds

Cash Bonds are for parking tickets paid without court action.

Small Claims Fees Reimbursement

If the defendant loses in Small Claims Court, he/she pays the court costs.

Parking Meters

In 1992, the University of South Dakota requested that parking meters be installed close to the Slagle Administrative Building to increase access for short-term parking.

			2015	2016	2017	2017	2017	2018
FINES & FORFEITS			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	35110	COURT FINES & COSTS	8,739	5,791	8,800	6,000	7,925	6,000
101	35120	CASH BONDS	33,409	34,761	35,000	38,000	40,449	38,000
101	35130	SMALL CLAIMS FEE REIMBURSEMENTS	93	70	150	150	119	150
101	35310	PARKING METERS	<u>1,466</u>	<u>1,543</u>	<u>1,400</u>	<u>1,500</u>	<u>1,754</u>	<u>1,500</u>
FINES & FORFEITS TOTAL			43,707	42,165	45,350	45,650	50,247	45,650

Interest Earned on Investments

Return on investment of temporary idle funds.

Rentals

Rents received for use of City airport land for farming and City-owned buildings (Old Library, tower land by the Recycling Center, tower on 4-H grounds, and City Hall space).

Contributions Private Sources

This is revenue received from contributions and donations to the city. In 2017 ambulance, fire and library contributions have been received.

Malt Beverage Markup

The City Council adopted an ordinance providing for a 5% markup on the wholesale price of malt beverages for all malt beverage license holders. The ordinance was adopted in February 2015 to be effective July 1, 2015. An initiated petition was received to repeal the ordinance that was defeated by the voters at a June 30 special election. The proceeds are being transferred to the Prentis Park Improvements debt service fund for repayment of the General Obligation Bond.

Work Study

The University of South Dakota provides 70% of the funding for seasonal wages paid to some university students working at the Public Library.

Insurance Refunds

The South Dakota Municipal League Worker's Compensation Fund covers the City's worker compensation costs and makes annual adjustments to the City's share of the fund.

			2015	2016	2017	2017	2017	2018
<u>MISCELLANEOUS REVENUES</u>			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	36110	INTEREST EARNED ON INVESTMENTS	9,786	22,023	32,000	45,000	46,261	30,000
101	36210	RENTALS	23,709	23,990	23,575	24,000	23,740	24,000
101	36700	CONTRIBUTIONS-PRIVATE SOURCES	19,961	18,414	5,000	41,900	43,486	15,000
101	36800	MALT BEVERAGE MARKUP	63,079	116,455	112,000	124,000	123,294	119,000
101	36991	WORK STUDY	3,235	6,424	5,000	6,000	5,040	6,000
101	36992	INSURANCE REFUNDS & DIVIDENDS	<u>4,224</u>	<u>2,217</u>	<u>2,200</u>	<u>9,600</u>	<u>9,604</u>	<u>3,000</u>
MISCELLANEOUS REVENUES TOTAL			123,994	189,523	179,775	250,500	251,426	197,000

Special Assessment Interest

Interest received on special assessments for abatement of nuisances.

			2015	2016	2017	2017	2017	2018
<u>SPECIAL ASSESSMENTS</u>			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	36308	SPECIAL ASSESSMENT INTEREST-2008	0	0	0	400	402.17	0
101	36312	SPECIAL ASSESSMENT INTEREST-2012	44	0	0	0	0	0
101	36313	SPECIAL ASSESSMENT INTEREST-2013	0	0	0	0	0	0
101	36314	SPECIAL ASSESSMENT INTEREST-2014	112	0	0	17	17	0
101	36315	SPECIAL ASSESSMENT INTEREST-2015	0	163	150	0	0	0
101	36316	SPECIAL ASSESSMENT INTEREST-2016	0	10	0	100	22	100
101	36317	SPECIAL ASSESSMENT INTEREST-2017	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SPECIAL ASSESSMENT REVENUES TOTAL			156	173	150	517	441	100

Revenue in Lieu of Taxes from Other Than Government Entities

Clay-Union REC provides payment in lieu of property taxes through a 4% gross receipts from sales within corporate limits.

Other General Revenue

Proceeds from revenue for advertising daily malt beverage licenses and other miscellaneous General Fund revenue not recorded elsewhere.

Rubble Site

Revenue collected from private contractors who unload rubble at the City rubble site.

Sale of Property

Proceeds from the sale of abandoned vehicles, unclaimed bicycles, surplus property, etc.

Enterprise Transfers

The City of Vermillion has traditionally made use of revenues derived from the City's Electric, Water, Wastewater and Liquor Enterprises to supplement funding for day-to-day operations.

Engineering Fees from Utility Revenues

This is annual transfer from the utility funds for the costs of engineering services.

Transfer for Capital Projects Engineering

An 8% fiscal fee charged on special assessment capital projects reimbursed to the General Fund.

Transfer in Business Improvement District Number 1

The Business Improvement District ordinance provides that the city receives 2% of fees for accounting and collection.

Appropriations from Reserve

Funds not spent in previous years' budgets are carried forward as a reserve to be utilized if necessary for unanticipated expenses or as an additional revenue component in the General Fund.

			2015	2016	2017	2017	2017	2018
<u>OTHER REVENUES & TRANSFERS</u>			<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>REVISED</u>	<u>ACTUAL</u>	<u>BUDGET</u>
101	36950	REVENUE IN LIEU OF TAXES	24,467	24,858	25,000	25,000	24,139	25,000
101	36990	OTHER GENERAL REVENUE	3,443	15,511	8,500	8,500	5,488	8,500
101	36993	RUBBLE SITE	0	0	100	100	0	100
101	39130	SALE OF PROPERTY	10,752	1,290	10,000	10,500	10,413	10,000
101	39111	TRANSFER IN ENTERPRISE FUNDS	1,001,025	1,001,025	1,001,025	1,001,025	1,001,025	1,001,025
101	39112	ENGINEERING FEES UTILITIES	136,387	136,387	136,387	136,387	136,387	136,387
101	39114	TRANSFER IN CAPITAL PROJ. ENGINEERING	17,012	0	6,800	2,088	2,852	12,000
101	39115	TRANSFER IN UNEMPLOYMENT FUND	0	0	0	0	0	0
101	39116	TRANSFER IN SALES TAX-COMMUNICATIONS	0	0	0	0	0	0
101	39117	TRANSFER IN LIBRARY BOARD	0	0	0	0	0	0
101	39118	TRANSFER IN TIF	0	0	0	0	0	0
101	39119	TRANSFER IN B.I.D #1	1,119	1,114	1,300	1,300	1,074	1,300
101	39594	APPROPRIATION FROM STIP RESERV	0	0	0	0	0	443,410
101	39596	RESERVES LAND SALE PROCEEDS	0	0	0	0	0	0
OTHER REVENUE AND TRANSFER TOTAL			197,367	1,180,185	2,435,202	2,500,578	1,181,377	1,870,389
			<u>GENERAL REVENUE FUND TOTAL</u>					
			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
			6,120,559	7,118,498	8,460,717	8,649,185	7,251,936	8,110,829

GENERAL GOVERNMENT

The City of Vermillion is governed under the Aldermanic/Manager form of government. The Mayor is elected at-large and two aldermen are elected from each of the four wards. Since 1966, the City has employed a City Manager who is chief administrative officer of the City and serves at the pleasure of the City Council.

It is the responsibility of the City Manager to: (1) enforce all laws and ordinances, (2) supervise the administration of City affairs, (3) make recommendations to the City Council concerning City operations, (4) advise the City Council of the financial condition of the City and future needs of the City, (5) prepare an annual budget, (6) assure compliance with contracts by those doing business with the City, (7) prepare proposed ordinances and resolutions for the Council, (8) handle human resource management, and (9) carry out all other duties prescribed by ordinances of the City Council.

The City Manager's office is the central focus for all City services and includes the City Manager, Assistant City Manager, Administrative Assistant and student intern.

The terms of office for the Mayor and Aldermen are four years. The term of office for the Mayor and four aldermen, elected in 2014, expire in July 2018. The term of office for the four alderman elected in 2016 expire in July 2020.

The City Manager's Office will continue to be heavily involved with coordinating City projects on behalf of the City Council and citizens, implementing council policy, assisting departments with special activities, and continued efforts to grow the City's tax base. Significant projects in 2018 will include working with the Vermillion Chamber and Development Company for housing and job expansion, completion of the Prentis Park improvements, the completion of website upgrade, development of a downtown infrastructure plan, and assisting utilities with implementation of AMI.

EXPENSE HIGHLIGHTS:

- 2200 - Major items included within this line item are City Attorney fees, annual audit fee, website development, code updates, and expenses associated with major projects.
- 2611 - This line item includes office supplies needed for daily operations.

GENERAL GOVERNMENT			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES									
101	41220	1100	GENERAL WAGES	210,823	204,787	230,846	191,262	189,665	212,997
101	41220	1101	OVERTIME	0	0	0	0	0	0
101	41220	1200	FICA	20,731	20,199	22,657	19,629	19,184	21,399
101	41220	1300	RETIREMENT	12,532	11,615	13,296	10,921	10,687	12,456
101	41220	1400	WORKMEN'S COMPENSATION	669	645	578	685	685	695
101	41220	1900	INSURANCE	<u>33,301</u>	<u>31,638</u>	<u>34,056</u>	<u>27,664</u>	<u>31,277</u>	<u>38,494</u>
SUBTOTAL			278,056	268,884	301,433	250,161	251,498	286,041	
COUNCIL & APPOINTED BOARDS									
101	41220	1102	SALARY MAYOR & COUNCIL	59,942	61,928	62,826	62,826	62,825	64,239
101	41220	1103	SALARY APPOINTED BOARDS	<u>1,740</u>	<u>2,115</u>	<u>2,500</u>	<u>2,500</u>	<u>2,190</u>	<u>2,500</u>
SUBTOTAL			61,682	64,043	65,326	65,326	65,015	66,739	
OPERATING EXPENSES									
101	41220	2200	PROFESSIONAL SERVICES & FEES	36,885	53,608	55,000	55,000	63,047	55,000
101	41220	2300	PUBLISHING & ADVERTISING	-2,360	790	1,500	1,500	471	1,500
101	41220	2510	MOTOR VEHICLE REPAIR & MAINT.	10	5	150	150	0	150
101	41220	2530	EQUIPMENT REPAIR & MAINTENANCE	5	75	400	400	290	300
101	41220	2611	OFFICE SUPPLIES	2,335	1,987	4,000	4,000	3,205	3,500
101	41220	2614	MOTOR VEHICLE FUEL & SUPPLIES	595	324	600	600	407	600
101	41220	2615	COPY SUPPLIES	1,107	1,483	3,500	3,500	2,004	3,000
101	41220	2616	POSTAGE	225	208	750	750	98	500
101	41220	2617	PUBLICATIONS / DUES	7,694	7,733	8,000	8,000	7,109	8,500
101	41220	2629	OTHER SUPPLIES & MATERIALS	2,579	4,142	4,000	4,000	2,931	4,500
101	41220	2650	SECOG MEMBERSHIP	11,467	11,639	11,639	11,639	11,639	11,755
101	41220	2700	TRAVEL & TRAINING	4,094	5,241	6,500	6,500	5,209	6,500
101	41220	2850	TELEPHONES	4,370	3,086	3,750	3,750	2,960	3,750
101	41220	2900	VEHICLE EQUIPMENT RENTAL	2,163	2,395	2,528	2,528	2,528	2,543
101	41220	2990	OTHER CURRENT EXPENSES	<u>4,157</u>	<u>2,484</u>	<u>5,000</u>	<u>5,000</u>	<u>3,395</u>	<u>5,500</u>
SUBTOTAL			75,326	95,200	107,317	107,317	105,293	107,598	
INSURANCE									
101	41220	2110	FIRE INSURANCE	23,142	20,223	26,500	26,500	24,517	26,500
101	41220	2120	FLEET INSURANCE	24,325	29,947	36,000	30,000	31,844	32,000
101	41220	2130	PUBLIC LIABILITY INSURANCE	25,892	29,236	27,500	31,000	32,868	32,000
101	41220	2150	BOILER INSURANCE	7,500	5,730	7,500	2,000	1,957	2,200
101	41220	2170	PUBLIC OFFICIALS	6,407	0	6,500	0	0	0
101	41220	2192	INLAND MARINE	4,812	3,480	4,900	4,900	2,827	4,900
101	41220	2910	DEDUCTIBLES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>
SUBTOTAL			92,078	88,616	109,900	95,400	94,012	98,600	
CAPITAL OUTLAY									
101	41220	3500	FURNITURE & MINOR EQUIPMENT	<u>550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL			550	0	0	0	0	0	
GENERAL GOVERNMENT TOTAL			507,692	516,743	583,976	518,204	515,818	558,978	

FINANCE OFFICE

The City of Vermillion's Finance Office shall uphold or exceed the standards of accountability mandated by the State of South Dakota. The Finance Office includes six full-time personnel to handle the accounting, billing and payroll operations for the General Fund, utilities and the other various funds of the City.

The Finance Officer is responsible for maintaining custody of all official City documents, preparing the minutes of the City Council meetings, auditing all claims before being approved by the City Council, preparing financial statements for internal and external uses for all funds, preparing notices of special assessments, assuring all utility billings and accounts are current, preparing monthly billing reports and biweekly payrolls, handling the City checking accounts and investments, conducting municipal elections, preparing quarterly reports, preparing a Comprehensive Annual Financial Report and is responsible for all accounting for the City.

The Finance Office staff assists customers by receiving payments, taking utility service orders, preparing monthly utility and other miscellaneous bills, sending out termination notices, ensuring payment agreements are fulfilled, processing licenses for vendors and tradesmen, sorting and distributing the City's incoming mail, typing the minutes of the City Council, preparing checks for payment of bills, reconciling monthly reports, providing all City departments with monthly expenditure reports and preparing payroll checks and related records and reports.

OF INTEREST:

The Finance Office continues to provide a more accurate cost of utility services by allocating the following expenses: billing, collection, payroll and payment of bills for each utility. The amounts attributable to the electric, water and wastewater utilities are included in the billing section of each utility budget with the remainder included with the General Fund. The City has received awards for Excellence in Financial Reporting for nineteen years.

EXPENSE HIGHLIGHTS:

- 2200 - Combined election with County, comprehensive report, consulting with auditor, small claims fees
- 2300- Publication of City Council minutes and legal notices
- 2530- Software maintenance, hardware maintenance, offsite backup
- 2611 - For office supplies including checks, utility bills, and customer brochures
- 2700 - Staff training, State League meetings and Finance Officer's School
- 3811- Replace two computers

FINANCE OFFICE

			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES									
101	41420	1100	WAGES	121,069	112,381	119,128	113,586	114,929	119,582
101	41420	1101	OVERTIME	281	118	200	400	364.61	400
101	41420	1200	FICA	9,052	8,235	9,128	8,705	8,605	9,179
101	41420	1300	RETIREMENT	6,956	6,568	7,160	6,827	6,862	7,199
101	41420	1400	WORKMEN'S COMPENSATION	221	210	227	226	226	228
101	41420	1900	INSURANCE	<u>12,394</u>	<u>12,066</u>	<u>15,345</u>	<u>15,252</u>	<u>12,969</u>	<u>17,451</u>
SUBTOTAL			149,973	139,578	151,188	144,996	143,955	154,039	
OPERATING EXPENSES									
101	41420	2200	PROFESSIONAL SERVICES & FEES	5,158	3,624	3,460	1,500	874	4,510
101	41420	2300	PUBLISHING & ADVERTISING	10,421	10,949	13,000	12,000	9,648	12,500
101	41420	2530	EQUIPMENT REPAIR & MAINTENANCE	7,666	8,157	8,124	10,024	11,252	8,588
101	41420	2611	OFFICE SUPPLY	1,089	1,378	2,330	2,330	1,112	2,445
101	41420	2615	COPY SUPPLIES	175	188	200	200	258	200
101	41420	2616	POSTAGE	661	629	1,185	1,185	583	1,185
101	41420	2621	MATERIALS & MERCHANDISE	538	515	1,000	1,000	515	1,000
101	41420	2700	TRAVEL & TRAINING	283	450	1,840	1,240	622	1,840
101	41420	2850	TELEPHONE	<u>449</u>	<u>294</u>	<u>535</u>	<u>535</u>	<u>242</u>	<u>495</u>
SUBTOTAL			26,440	26,184	31,674	30,014	25,106	32,763	
CAPITAL OUTLAY									
101	41420	3811	COMPUTER EXPENDITURES	<u>0</u>	<u>0</u>	<u>300</u>	<u>2,770</u>	<u>2,345</u>	<u>300</u>
SUBTOTAL			0	0	300	2,770	2,345	300	
FINANCE OFFICE TOTAL			176,413	165,762	183,162	177,780	171,407	187,102	

ENGINEERING

This department includes a City Engineer, a Utilities Manager, a GIS Technician, and an Engineering Technician.

The Engineering Department is responsible for preparing plans and specifications for public works projects, city mapping, staking and inspection of public works projects, surveying for all departments, review of plats, assisting with planning and zoning, and calculation of special assessment rolls. The City Engineer is responsible for enforcement of subdivision and zoning codes through review of plans and on-site inspections of work-in-progress. The City Engineer and Utilities Manager coordinate the activities of those departments providing public services and assist other department heads in resolving engineering problems. The demands upon this department grow as federal and state regulations increase.

OF INTEREST:

Besides the Pavement Inspection Program and the Equipment Replacement Fund, the Engineering Department also manages the City Geographical Information System (GIS). This system allows the City to collect information on a large number of items and display it on maps. We have already collected all of the water system infrastructure, water main breaks, street signs, traffic accidents since 2005, sanitary sewer infrastructure, pavement inventory, addresses, and all of the items associated with Light and Power Department. In 2018, we will continue the effort, which began in 2016, to collect all of the cadastral survey information. The cadastral survey information will complete the GIS maps by providing the data necessary to display property lots accurately. The goal is to have all of the data available to all of the City departments and to serve as an information depository for all of the City's systems. Additionally, the GIS software has been updated and a phased approach to replacing the drafting software has been started. Also, a robotic total station will be purchased in 2018 to replace the 2010 GPS equipment. The older GPS equipment will be used until the equipment is no longer compatible with the computer's operating system.

EXPENSE HIGHLIGHTS:

- 2700 - Travel and training for workshops, seminars, and others engineering training sessions
- 3500 - Purchase of robotic total station and GIS software

ENGINEERING				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	41960	1100	WAGES	201,323	213,530	223,008	223,008	214,762	228,311
101	41960	1101	OVERTIME	0	0	200	700	605	0
101	41960	1200	FICA	14,501	15,451	17,075	17,075	15,662	17,466
101	41960	1300	RETIREMENT	12,028	12,393	12,829	12,829	12,922	13,699
101	41960	1400	WORKMEN'S COMPENSATION	783	784	781	781	781	799
101	41960	1900	INSURANCE	<u>27,938</u>	<u>28,782</u>	<u>30,234</u>	<u>30,234</u>	<u>28,705</u>	<u>34,674</u>
SUBTOTAL				256,573	270,940	284,127	284,627	273,438	294,949
OPERATING EXPENSES									
101	41960	2200	PROFESSIONAL SERVICES & FEES	1,355	669	500	500	400	500
101	41960	2300	PUBLISHING & ADVERTISING	1,371	283	500	500	629	500
101	41960	2510	MOTOR VEHICLE REPAIR & MAINT.	289	507	1,900	1,750	284	1,750
101	41960	2590	OTHER REPAIR & MAINTENANCE	643	60	1,300	1,150	1,020	1,150
101	41960	2611	OFFICE SUPPLIES	1,023	1,722	1,800	2,100	2,339	2,100
101	41960	2612	OPERATING SUPPLIES	1,312	1,106	1,400	1,600	1,589	1,400
101	41960	2614	MOTOR VEHICLE FUEL & SUPPLIES	2,272	2,429	3,200	3,200	2,632	3,200
101	41960	2615	COPY SUPPLIES	1,485	542	1,250	1,250	776	1,250
101	41960	2616	POSTAGE	520	340	1,000	750	423	750
101	41960	2700	TRAVEL & TRAINING	2,753	4,564	4,000	4,000	4,450	4,000
101	41960	2850	TELEPHONE	3,115	2,440	2,250	2,250	2,205	2,250
101	41960	2900	VEHICLE EQUIPMENT RENTAL	<u>4,482</u>	<u>4,447</u>	<u>5,132</u>	<u>5,132</u>	<u>5,132</u>	<u>5,132</u>
SUBTOTAL				20,620	19,109	24,232	24,182	21,878	23,982
CAPITAL OUTLAY									
101	41960	3500	FURNITURE & MINOR EQUIPMENT	785	0	0	0	0	31000
SUBTOTAL				785	0	0	0	0	31,000
PLANNING & ZONING									
101	41234	2300	ADVERTISING	42	219	300	300	296	300
101	41234	2615	COPY SUPPLIES	115	0	150	150	33	100
101	41234	2616	POSTAGE	2	0	200	200	10	100
101	41234	2700	TRAVEL & TRAINING	0	0	150	150	0	150
SUBTOTAL				159	219	800	800	339	650
ENGINEERING TOTAL				278,137	290,268	309,159	309,609	295,655	350,581

CODE COMPLIANCE

This department consists of one full-time building inspector and two full-time Code Compliance Officers, who often share duties enforcing the City's various codes. The main duties of the code compliance officers include building inspection, rental housing inspection, nuisance abatement, animal control, snow removal complaints, and lawn/weed mowing complaints. Maintenance of the animal shelter falls into this program's budget.

OF INTEREST:

The Code Compliance program is responsible for issuing Building Permits. This includes plan review. Site inspection and building inspection. Inspectors are responsible for compliance with adopted building codes and the City's Zoning Ordinance. With the completion of the Bliss Pointe Residential District infrastructure, new home starts are higher than many years.

The Department also regulates Rental Housing. This is another area in which new construction has been at an all-time high. More new units were added to the rental registry in 2015 and 2016 than any time in the past. These new rental units and the ever increasing demand for rentals have combined to increase the rental registry numbers to a record high.

These increases created a larger workload. In 2017, the part-time Fire Marshal position was increased to a full-time position. The additional hours were allocated to provide follow-up rental inspections. This results in more follow-up inspection and additional time to complete new and regularly scheduled inspections.

In 2013 and 2017, the Code Enforcement Department assisted the Heartland Humane Society's spay and neuter event in order to control the stray cat population in Vermillion. The HHS received a grant for each event and was also assisted by local veterinarians.

In 2014, the City Council adopted the 2012 International Building Code, International Residential Code and International Property Maintenance Code. The Code Enforcement Department is responsible for enforcing these ordinances.

EXPENSE HIGHLIGHTS:

2200 - Includes professional association membership fees and nuisance abatement costs.

2614 - Motor vehicle expenses.

2700 - Travel and Training.

CODE COMPLIANCE				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	44120	1100	WAGES	131,799	125,149	152,295	152,295	150,198	159,752
101	44120	1101	OVERTIME	0	0	500	500	0	500
101	44120	1200	FICA	9,851	9,336	11,689	11,689	11,165	12,259
101	44120	1300	RETIREMENT	7,911	7,482	9,429	9,429	9,283	9,905
101	44120	1400	WORKMEN'S COMPENSATION	1,873	1,800	2,101	2,101	2,101	2,204
101	44120	1900	INSURANCE	<u>19,941</u>	<u>18,005</u>	<u>20,184</u>	<u>20,184</u>	<u>22,809</u>	<u>26,226</u>
SUBTOTAL				171,375	161,772	196,198	196,198	195,556	210,846
OPERATING EXPENSES									
101	44120	2200	PROFESSIONAL SERVICES & FEES	7,099	7,861	5,000	5,000	6,023	6,000
101	44120	2300	PUBLISHING & ADVERTISING	778	998	1,000	1,000	1,309	1,000
101	44120	2510	MOTOR VEHICLE REPAIR & MAINT.	1,491	1,382	2,000	2,000	58	2,000
101	44120	2520	SUPPLIES REPAIR & MAINTENANCE	0	0	400	400	0	400
101	44120	2614	MOTOR VEHICLE FUEL & SUPPLIES	2,287	2,271	3,000	3,000	2,959	3,000
101	44120	2615	COPIES	368	356	400	400	380	400
101	44120	2616	POSTAGE	831	810	1,200	1,100	745	1,000
101	44120	2619	UNIFORMS	795	747	800	800	790	800
101	44120	2629	OTHER SUPPLIES & MATERIALS	976	1,953	4,400	4,400	1,398	4,400
101	44120	2700	TRAVEL AND TRAINING	1,092	284	4,000	4,000	316	5,000
101	44120	2850	TELEPHONE	2,276	2,341	2,500	2,500	2,583	2,500
101	44120	2860	REFUSE COLLECTION	458	484	1,150	1,150	88	1,150
101	44120	2900	VEHICLE EQUIPMENT RENTAL	<u>3,262</u>	<u>3,900</u>	<u>3,752</u>	<u>3,752</u>	<u>3,752</u>	<u>3,752</u>
SUBTOTAL				21,713	23,387	29,602	29,502	20,401	31,402
CAPITAL OUTLAY									
101	44120	3200	BUILDING & STRUCTURES	0	0	1,000	1,000	0	1,000
101	44120	3500	FURNITURE & MINOR EQUIPMENT	<u>1,200</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>
SUBTOTAL				1,200	0	2,500	2,500	0	2,500
CODE ENFORCEMENT TOTAL				194,288	185,159	228,300	228,200	215,957	244,748

COMMUNITY SERVICES

The City receives funding requests from several local organizations that provide a service that benefits citizens or adds to the attractiveness of Vermillion as a community to visit. The City's ability to make such contributions is determined each year based upon available resources. The following organizations and events will be funded in 2018:

Vermillion Public Transit – \$7,500

Dakota Senior Meals – \$3,500

Vermillion Area Arts Council – \$5,000

Main Street Center – \$15,000

Landfill Voucher Program – 2018 will be the 18th year the City offers a voucher program to residents. The voucher provides a \$12 value, per City residence, for multiple trips, during one day at the landfill. The appropriation is used to pay the landfill for the cost of handling the material that is received through the voucher program. \$8,000 was included in the 2018 budget to reimburse the Joint Powers Landfill Fund for the vouchers presented by residents.

Vermillion Housing Authority – \$8,500

VCDC Reinvestment Program – In 2015, the City entered into a multi-year agreement to refund the first penny of sales tax on the USD arena and athletic complex construction project. The refunding project was completed in 2017.

Economic Development Street Assessment Interest – As an incentive to complete N. Norbeck Street between E. Clark and Madison Street in 2015, the City agreed to pay the interest on the paving assessments for 2016 and 2017.

Food Pantry – \$2,500

Vermillion Area Dance Organization - \$5,000

<u>COMMUNITY DEVELOPMENT</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	46000	5602	VERMILLION PUBLIC TRANSIT	7,500	7,500	7,500	7,500	7,500	7,500
101	46000	5606	DAKOTA SENIOR MEALS	0	0	3,500	3,500	3,500	3,500
101	46000	5610	VERMILLION AREA ARTS COUNCIL	5,915	6,000	5,000	5,000	5,000	5,000
101	46000	5613	THE MAIN STREET CENTER	15,000	15,000	15,000	15,000	15,000	15,000
101	46000	5616	LANDFILL VOUCHER PROGRAM	4,437	3,648	8,000	8,000	6,181	8,000
101	46000	5634	VERMILLION HOUSING AUTHORITY	8,561	8,491	8,500	8,500	8,500	8,500
101	46000	5636	VCDC JOB TRAINING PASS THRU GRANT	1,909	0	0	1,500	1,472	0
101	46000	5637	VCDC REINVESTMENT PROGRAM	22,332	67,257	50,000	25,050	25,050	0
101	46000	5638	ECONOMIC DEVELOPMENT SA INTER		31,324	14,961	12,995	12,995	0
101	46000	5639	ENTRANCE SIGNAGE	0	10,000	0	0	0	0
101	46000	5640	FOOD PANTRY	2,500	2,500	2,500	2,500	2,500	2,500
101	46000	5641	FIRE CADET PROGRAM	0	0	0	500	500	0
101	46000	5642	VERMILLION AREA DANCE ORG	0	0	0	0	0	5,000
COMMUNITY PROMOTION TOTALS				68,154	151,720	114,961	90,045	88,199	55,000
				<u>POLICY & ADMINISTRATION TOTALS</u>					
				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
				1,224,684	1,309,652	1,419,558	1,323,838	1,287,036	1,396,409

POLICE ADMINISTRATION AND INVESTIGATIONS

Police Administration and Investigations is composed of the Chief of Police, the Investigative Lieutenant, a Detective, an Administrative Assistant, and a part-time Property/Evidence Manager. A trained School Resource Officer also works in this division when staffing allows. The Police Department's management team consists of the Chief, the Police Captain, the Investigative Lieutenant, the Patrol Lieutenant and the Police Sergeants. The Police Department is a service organization and success depends on developing employees who strive to meet the idealistic core values of the department. In addition to developing professional employees, the senior management team is responsible for developing and implementing a strategic plan that will allow the department to meet the community's needs in a fiscally conservative manner.

The Investigative Division is headed by a Lieutenant and investigates crimes, gathers evidence, interviews witnesses, supervises confidential informants, coordinates with state agencies to conduct drug investigations, conducts alcohol compliance checks, and prepares court cases. At times, they assist the State's Attorney, the Sheriff's Department, the South Dakota Attorney General's Office, South Dakota Division of Criminal Investigations, South Dakota Social Services and other outside agencies in follow-up investigations. This division is also responsible for overseeing the property/evidence room and takes the lead on community outreach efforts, e.g. Community BBQ and Food Giveaway, Halloween Open House, Annual Bike Rodeo, and Girl's State Forensics Camp. The Lieutenant oversees the officer assigned to the School Resource duties when the position is available.

The Administrative Assistant performs clerical work including all record keeping activities for the department such as arrests, parking tickets, data entry, collecting fines, maintains towing and vehicle files, and provides other administrative duties as assigned. The Property/Evidence Manager must ensure all evidence/property the department comes into possession of while performing their duties is kept safe in accordance with accepted legal practices.

OF INTEREST:

The Investigative Division's work load continues to grow with the number of investigative cases doubling between 2011 and 2016. The need for an additional Detective is growing. The department has sought grant funding to add a detective position in 2013, 2015 and 2016 without success. City needs in 2017 did not allow for a new Detective to be hired. Several Investigative responsibilities were shifted to Patrol to bring the workload for the Division down. This has had some success. The department will continue to seek additional resources in 2018 to augment the Investigative Division.

The Department will begin a five-year program in 2018 to replace radios with second penny funds.

EXPENSE HIGHLIGHTS:

- 2200: Includes a records management system which is also utilized by the Sheriff's Office and Emergency Communications. Other items include professional IT support, investigative software, scheduling software and traffic accident software, computer hardware replacement, Website development and maintenance, and maintaining the department's servers.
- 2590: This line item is used to pay for building repairs and maintenance. The increase represents an effort to keep up with increasing cost to maintain the buildings heating and cooling systems.
- 2700: This line item is used in part to cover reimbursable tuition for employees of the department, and several employees have expressed an interest in taking advantage of this benefit.

POLICE ADMINISTRATION AND INVESTIGATION

			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES									
101	42110	1100	WAGES	256,720	273,182	280,658	280,658	286,332	299,587
101	42110	1101	OVERTIME	4,970	8,817	8,000	8,000	6,954	10,000
101	42110	1200	FICA	18,666	20,424	22,082	22,082	21,168	23,683
101	42110	1300	RETIREMENT	18,828	20,354	20,621	20,621	21,080	23,013
101	42110	1400	WORKMEN'S COMPENSATION	3,734	2,853	4,752	3,976	3,976	4,123
101	42110	1900	INSURANCE	<u>29,786</u>	<u>28,345</u>	<u>30,234</u>	<u>30,234</u>	<u>27,178</u>	<u>30,870</u>
			SUBTOTAL	332,704	353,975	366,347	365,571	366,688	391,276
OPERATING EXPENSES									
101	42110	2180	POLICE LIABILITY INSURANCE	7,323	7,693	7,500	7,800	8,600	7,900
101	42110	2200	PROFESSIONAL SERVICES & FEES	29,487	30,459	37,000	37,000	35,008	37,000
101	42110	2300	PUBLISHING & ADVERTISING	1,752	2,287	2,500	2,500	1,451	2,500
101	42110	2530	EQUIPMENT REPAIR & MAINT.	2,273	2,868	4,400	4,400	1,494	4,400
101	42110	2590	OTHER REPAIR & MAINTENANCE	7,685	8,977	10,000	10,000	7,229	10,000
101	42110	2611	OFFICE SUPPLIES	4,656	3,126	4,500	4,500	2,236	4,500
101	42110	2612	OPERATING SUPPLIES	1,116	912	1,350	1,350	1,125	1,350
101	42110	2613	CLEANING SUPPLIES & SERVICES	3,559	2,035	3,505	3,505	2,853	3,505
101	42110	2615	COPY SUPPLIES	2,478	2,472	2,740	2,740	2,279	2,740
101	42110	2616	POSTAGE	2,039	3,475	3,000	3,000	2,055	3,000
101	42110	2617	PROFESSIONAL PUBLICATIONS	2,117	2,274	2,200	2,200	2,014	2,200
101	42110	2618	UNIFORMS	2,625	1,508	2,000	2,000	991	2,000
101	42110	2629	OTHER SUPPLIES & MATERIALS	3,437	5,008	5,000	5,000	3,441	5,000
101	42110	2700	TRAVEL & TRAINING	13,326	14,937	15,500	15,500	12,544	15,500
101	42110	2810	ELECTRICITY	5,185	5,499	5,400	5,400	5,433	5,400
101	42110	2840	GAS	1,253	1,048	2,000	2,000	1,123	2,000
101	42110	2850	TELEPHONES	9,026	9,132	11,000	11,000	9,527	11,000
101	42110	2900	VEHICLE EQUIPMENT RENTAL	1,567	1,052	1,110	1,110	1,110	1,095
101	42110	2990	OTHER CURRENT EXPENSES	<u>1,500</u>	<u>1,500</u>	<u>2,500</u>	<u>2,500</u>	<u>0</u>	<u>2,000</u>
			SUBTOTAL	102,404	106,262	123,205	123,505	100,514	123,090
CAPITAL OUTLAY									
101	42110	3500	FURNITURE & MINOR EQUIPMENT	<u>0</u>	<u>3,284</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			SUBTOTAL	0	3,284	0	0	0	0
TRANSFERS									
101	42110	6110	TRANSFER TO EQUIPMENT REPLACEMENT	<u>6,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			SUBTOTAL	6,000	0	0	0	0	0
POLICE ADMINISTRATION TOTAL									
				441,108	463,521	489,552	489,076	467,201	514,366

POLICE PATROL

The Patrol Division provides police patrol on a twenty-four hour basis throughout the City of Vermillion. Patrol is composed of one Captain, a Patrol Lieutenant, three Police Sergeants, and eleven Patrol Officers. When staffing allows, patrol shifts are strategically scheduled to have the maximum number of officers on the street during those periods when the number of potential incidents is the greatest.

Patrol is the main element of the department, enforcing local ordinances, state and federal laws as well as traffic enforcement. In addition to the investigation of crimes and traffic enforcement, officers conduct other duties, including, but not limited to, responding to emergencies of all types, addressing disturbance and suspicious behavior calls, issuing and validating traffic warning tickets, traffic accident investigations, assistance at fire and ambulance calls, funeral escorts, investigating parking complaints, issuing parking tickets, towing of vehicles, and release of impounded motor vehicles. All officers are expected to conduct other forms of community outreach programs in addition to patrolling and enforcement action.

OF INTEREST:

Retention of officers has been a focus of the department for the last several years. We have seen an improvement in retention during the last several years. Between 2014 and the end of 2017, we lost four officers. This equates to 1 officer lost per year. When compared to 3-5 officers per year turn over between 2010-2014, we see that efforts to improve retention seem to have borne fruit. These efforts include selecting people who would be a good fit for the department; and ensuring adequate funding for pay and benefits, professional development and equipment.

In 2017, Patrol took on several duties that were investigative duties in the past. This was necessary to reduce the Investigative Division's work load to a more manageable level. Three Patrol Officer received additional training to assist with illegal drug investigations. Patrol Officers also were required to do more investigations involving property crimes. The net result of these efforts was a reduction in Investigative cases in 2017.

EXPENSE HIGHLIGHTS:

- 2510 - Funding used to maintain the vehicle fleet of 4 marked patrol vehicles, 1 Motorcycle and 3 unmarked vehicles.
- 2612 - Includes funds to purchase pistol, rifle, less lethal ammunition, Taser cartridges, and training ammunition. Also include funds to maintain equipment and replace firearms as needed.
- 2614 - Fuel and oil for department fleet. The four-marked vehicle are on a three-year rotation requiring new vehicle to be outfitted with new equipment, e.g. radios, lights, sirens, computers, prisoner partitions, etc. Where possible, old equipment is recycled for use in the new vehicles.
- 2618 - Uniform and equipment purchase for new officers. Uniform and equipment replacement/repair for current staff. Ballistic vest purchase and replacement for all officers (replacement every 5 years).
- 2810 - Electricity cost for all traffic signals.

POLICE PATROL

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	42123	1100	WAGES	758,279	727,853	857,783	857,783	826,784	902,470
101	42123	1101	OVERTIME	85,991	89,330	96,000	96,000	102,911	98,000
101	42123	1200	FICA	62,077	59,687	72,964	72,964	68,312	76,536
101	42123	1300	RETIREMENT	66,435	65,481	76,303	76,303	74,430	80,038
101	42123	1400	WORKMEN'S COMPENSATION	14,726	15,281	15,439	15,436	15,436	15,663
101	42123	1900	INSURANCE	<u>104,923</u>	<u>98,621</u>	<u>110,970</u>	<u>110,970</u>	<u>108,862</u>	<u>127,237</u>
SUBTOTAL				1,092,431	1,056,253	1,229,459	1,229,456	1,196,734	1,299,944
OPERATING EXPENSES									
101	42123	2510	MOTOR VEHICLE REPAIR & MAINT.	8,630	7,961	12,000	12,000	13,605	12,000
101	42123	2612	OPERATING SUPPLIES	17,688	13,713	19,000	19,000	13,489	19,000
101	42123	2614	MOTOR VEHICLE FUEL & SUPPLIES	29,013	35,072	36,500	36,500	40,790	36,500
101	42123	2619	UNIFORMS	9,123	11,292	14,000	14,000	11,790	14,000
101	42123	2629	OTHER SUPPLIES & MATERIALS	3,093	3,098	3,500	3,500	1,770	3,500
101	42123	2810	ELECTRICITY	15,520	15,664	18,000	15,000	9,078	15,000
101	42123	2900	VEHICLE EQUIPMENT RENTAL	<u>27,878</u>	<u>34,667</u>	<u>36,550</u>	<u>36,550</u>	<u>36,550</u>	<u>36,682</u>
SUBTOTAL				110,945	121,467	139,550	136,550	127,072	136,682
CAPITAL OUTLAY									
101	42123	3500	FURNITURE & MINOR EQUIPMENT	0	0	0	0	0	0
SUBTOTAL				0	0	0	0	0	0
POLICE PATROL TOTAL				<u>1,203,376</u>	<u>1,177,720</u>	<u>1,369,009</u>	<u>1,366,006</u>	<u>1,323,806</u>	<u>1,436,626</u>

EMERGENCY COMMUNICATIONS

Starting in 2012, the Emergency Communications operations have been reported in a special revenue fund called the 911 Fund. This was a requirement of the South Dakota 911 Coordination Board so that all funds committed to emergency communications would remain in the fund. The City and Clay County share the operations of the emergency communications reported in the 911 Fund. Since 2012, the General Fund has reported a transfer out to the 911 Fund for the City's share of emergency communications' operations. (See **911 Fund**.)

<u>EMERGENCY COMMUNICATIONS</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
			PERSONNEL SERVICES						
101	42151	6100	TRANSFER TO 911 FUND	<u>256,057</u>	<u>268,316</u>	<u>281,162</u>	<u>281,162</u>	<u>275,631</u>	<u>314,780</u>
			SUBTOTAL	256,057	268,316	281,162	281,162	275,631	314,780
			EMERGENCY COMMUNICATIONS TOTAL	256,057	268,316	281,162	281,162	275,631	314,780

FIRE AND RESCUE

Vermillion Fire EMS Department Fire Rescue Division will respond to fires, accidents, rescues, medical emergencies, mutual aid calls and other threats to public safety and property from both natural and man-made disasters. As first responders to emergencies, it is the Vermillion Fire EMS Department's goal to provide prompt courteous service with the highest-level of professionalism that saves lives and minimizes property loss. Furthermore, it is the mission of our department to educate the public in fire safety through community involvement and community education. The Vermillion Fire EMS Department Fire Rescue Division consists of a full-time Fire Chief, one full-time Fire Marshal, and 45 volunteer firefighters to provide fire protection and emergency services to Vermillion residents, and residents within a 160 square mile area of Vermillion.

OF INTEREST:

Firefighters must continue to effectively and safely respond to emergencies. The need for adequate vehicles and equipment is a necessity to perform and carry out the mission. With the proper personnel, equipment, resources and management the department will continue to provide services to control and mitigate emergencies.

In 2018, the Fire Rescue Division has requested the following from the second penny sales tax fund.

- \$10,000 General Fire Equipment
- \$6,000 Personal Protective Equipment
- \$23,400 Radio Replacement
- \$5,000 Station Copier
- \$7,000 Apparatus Bay Light Conversion to LED
- \$2,500 Office Furniture

EXPENSE HIGHLIGHTS:

- 2510 - Cost for repair and maintenance of vehicles.
- 2530 - Cost for repair, maintenance and testing of fire-fighting equipment.
- 2614 - Fuel for vehicles and equipment.
- 2700 - Travel and training for State Fire School, seminars and other training sessions
- 2990 - Provide fire prevention, education, programs and materials to the Community

FIRE AND RESCUE

			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
			PERSONNEL SERVICES						
101	42290	1100	WAGES	74,106	59,863	89,468	88,266	87,807	92,065
101	42290	1200	FICA	4,901	4,137	6,844	6,752	6,646	7,044
101	42290	1300	RETIREMENT	5,115	3,435	7,157	7,061	7,025	7,367
101	42290	1400	WORKMEN'S COMPENSATION	4,725	4,674	4,621	5,037	5,037	5,300
101	42290	1900	INSURANCE	<u>9,315</u>	<u>5,597</u>	<u>14,087</u>	<u>14,087</u>	<u>10,476</u>	<u>12,342</u>
			SUBTOTAL	98,162	77,706	122,177	121,203	116,991	124,118
			OPERATING EXPENSES						
101	42290	2200	PROFESSIONAL SERVICES	4,303	4,794	4,625	4,625	4,092	4,625
101	42290	2300	PUBLISHING & ADVERTISING	366	805	500	500	146	500
101	42290	2510	MOTOR VEHICLE REPAIR & MAINT.	3,935	7,319	7,000	10,000	8,401	9,000
101	42290	2530	EQUIPMENT REPAIR & MAINTENANCE	7,082	8,295	9,000	10,000	11,628	9,000
101	42290	2540	BUILDING REPAIR AND MAINTENANCE	8,985	9,181	10,000	10,000	8,358	10,000
101	42290	2590	OTHER REPAIR & MAINTENANCE	961	373	700	700	698	700
101	42290	2611	OFFICE SUPPLIES	1,689	1,336	1,500	1,500	1,361	1,500
101	42290	2612	OPERATING SUPPLIES	1,955	2,204	2,300	2,300	2,302	2,300
101	42290	2613	CLEANING SUPPLIES & SERVICES	9,738	10,360	8,500	13,150	13,200	11,000
101	42290	2614	MOTOR VEHICLE FUEL & SUPPLIES	6,340	5,000	7,700	7,700	7,005	7,700
101	42290	2615	COPY SUPPLIES	224	1,554	1,700	1,700	1,223	1,700
101	42290	2616	POSTAGE	103	237	350	500	510	500
101	42290	2617	MAGAZINES	1,334	1,300	1,400	1,400	1,955	1,650
101	42290	2618	CHEMICALS	372	789	1,000	1,000	749	1,000
101	42290	2619	UNIFORMS	3,125	3,148	3,000	3,000	2,988	3,000
101	42290	2629	OTHER SUPPLIES & MATERIALS	1,833	1,948	2,000	2,000	1,972	2,000
101	42290	2700	TRAVEL & TRAINING	6,393	5,974	7,000	7,000	7,644	7,000
101	42290	2810	ELECTRICITY	7,708	8,176	8,000	8,300	8,704	8,500
101	42290	2820	WATER	2,126	1,906	2,000	2,000	2,394	2,100
101	42290	2830	SEWER	1,358	1,396	1,400	1,450	1,435	1,600
101	42290	2840	GAS	3,202	3,052	3,600	3,600	3,386	3,600
101	42290	2850	TELEPHONE	3,266	7,932	7,760	9,000	8,993	9,000
101	42290	2900	VEHICLE EQUIPMENT RENTAL	63,198	81,089	82,229	82,229	82,229	82,777
101	42290	2990	OTHER CURRENT - PUBLIC EDUCATION	<u>1,416</u>	<u>1,697</u>	<u>1,500</u>	<u>2,400</u>	<u>2,342</u>	<u>1,500</u>
			SUBTOTAL	141,012	169,865	174,764	186,054	183,715	182,252
			CAPITAL OUTLAY						
101	42290	3500	FURNITURE & MINOR EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,400</u>	<u>5,376</u>	<u>0</u>
			SUBTOTAL	0	0	0	5,400	5,376	0
			FIRE & RESCUE TOTAL	239,174	247,571	296,941	312,657	306,082	306,370

AMBULANCE

The Vermillion Fire EMS Department, EMS Division, provides 24 hour a day Emergency Medical Service to the residents of Vermillion and Clay County. The EMS Division employs one full-time Deputy Fire Chief and one part-time administrative assistant in addition to 23 paid on-call EMS professionals. All ambulance personnel are certified Emergency Medical Technicians that are licensed by the State of South Dakota.

The EMS Division responded to approximately 900 medical incidents in 2017, both emergency and non-emergency in nature. The EMS Division provides standby services for athletic events and community functions that total approximately 2,500 man-hours per year.

OF INTEREST:

EMT's must continue to effectively and safely respond to emergencies. The need for adequate vehicles and equipment is a necessity to perform and carry out the mission. With the proper personnel, equipment, resources and management the department will continue to provide services to control and mitigate emergencies.

Funding was provided with the 2017 budget to add more hours of advanced medical care through hiring part-time paramedics to cover shifts. The 2018 budget includes funding to expand the number of shifts covered by part-time paramedics.

In 2018, the EMS Division has requested the following from the second penny sales tax fund.

- \$25,000 Stryker Power lift
- \$4,000 Stryker Stairchair
- \$15,000 Stryker Powercot
- \$20,000 New Ambulance Equipment

EXPENSE HIGHLIGHTS: 2200 – Third party billing fee 2530 – Medical supplies 2614 – Fuel

AMBULANCE

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
				PERSONNEL SERVICES					
101	44600	1100	WAGES	199,377	199,087	285,395	195,584	182,273	280,366
101	44600	1200	FICA	14,483	14,506	21,833	14,962	13,636	21,448
101	44600	1300	RETIREMENT	3,567	3,656	3,738	1,986	1,980	4,635
101	44600	1400	WORKMEN'S COMPENSATION	4,840	5,309	7,701	7,702	7,702	7,566
101	44600	1900	INSURANCE	<u>9,332</u>	<u>9,366</u>	<u>10,050</u>	<u>6,726</u>	<u>3,406</u>	<u>7,729</u>
SUBTOTAL				231,599	231,924	328,717	226,960	208,997	321,744
				OPERATING EXPENSES					
101	44600	2200	PROFESSIONAL SERVICES & FEES	38,704	36,855	42,000	46,000	50,878	45,000
101	44600	2300	PUBLISHING & ADVERTISING	300	270	500	525	542.13	500
101	44600	2510	MOTOR VEHICLE REPAIR & MAINT.	3,032	4,499	4,000	7,000	6,844	5,000
101	44600	2530	EQUIPMENT REPAIR & MAINTENANCE	3,146	2,262	3,000	3,000	2,636	3,000
101	44600	2540	BUILDING REPAIR & MAINTENANCE	0	0	0	0	0	0
101	44600	2590	OTHER REPAIR & MAINTENANCE	463	232	500	500	135	500
101	44600	2611	OFFICE SUPPLIES	0	0	0	0	0	0
101	44600	2612	OPERATING SUPPLIES	23,597	24,842	24,000	36,820	38,368	24,000
101	44600	2613	CLEANING SUPPLIES & SERVICES	0	0	0	0	0	0
101	44600	2614	MOTOR VEHICLE FUEL & SUPPLIES	9,988	8,520	14,500	14,500	10,951	14,500
101	44600	2616	POSTAGE	31	0	0	0	0	0
101	44600	2617	MAGAZINES	0	0	250	0	0	0
101	44600	2619	UNIFORMS	6,739	6,471	6,500	6,500	6,602	6,500
101	44600	2629	OTHER SUPPLIES & MATERIALS	3,934	4,169	4,200	8,200	7,862	4,500
101	44600	2700	TRAVEL AND TRAINING	4,524	5,478	5,250	5,250	5,186	5,500
101	44600	2810	ELECTRICITY	0	0	0	0	0	0
101	44600	2820	WATER	0	0	0	0	0	0
101	44600	2830	SEWER	0	0	0	0	0	0
101	44600	2840	GAS	0	0	0	0	0	0
101	44600	2850	TELEPHONE	<u>2,733</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				97,191	93,598	104,700	128,295	130,003	109,000
				CAPITAL OUTLAY					
101	44600	3500	FURNITURE & MINOR EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
AMBULANCE TOTAL				<u>328,790</u>	<u>325,522</u>	<u>433,417</u>	<u>355,255</u>	<u>339,000</u>	<u>430,744</u>

EMERGENCY MANAGEMENT

The Federal Civil Defense Act of 1950 mandated a program of Civil Defense in each State, and South Dakota law requires a program of Civil Defense in each county. The City of Vermillion contributes to this program -- now called Emergency Management -- which coordinates City and County Departments in contingency preparation, response and damage review for large-scale disasters resulting from severe weather, flooding, accidents involving hazardous materials or other emergencies. Compliance with this program can result in relief funding from the Federal Emergency Management Agency (FEMA). The Emergency Management Director is located in the Public Safety Center.

OF INTEREST:

Location of sirens: 1100 Block North Plum, Main & Norbeck, Stanford & Cherry, Market & Bloomingdale

EXPENSE HIGHLIGHTS:

2200 - \$100 per month for Emergency Management Director
 2590 - This account is the general upkeep of the outdoor warning sirens
 2611 - This account is for operating supplies

<u>EMERGENCY MANAGEMENT</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
OPERATING EXPENSES									
101	42940	2200	PROFESSIONAL SERVICES & FEES	1,200	0	1,200	1,200	1,200	1,200
101	42940	2590	OTHER REPAIR & MAINTENANCE	1,010	0	500	500	0	500
101	42940	2611	OPERATING SUPPLIES	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>
EMERGENCY MANAGEMENT TOTAL				2,210	0	2,200	2,200	1,200	2,200

<u>PUBLIC SAFETY & SECURITY TOTALS</u>						
2015	2016	2017	2017	2017	2018	
ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
2,470,715	2,482,650	2,872,281	2,806,356	2,712,921	3,005,086	

MUNICIPAL SERVICE CENTER

The Municipal Service Center is located at 115 West Duke Street. The Service Center construction began July 1973 and was completed in March 1974. The building was expanded in 1998 to accommodate the growing needs of the City's maintenance departments. The addition increased the size of the Service Center by 15,000 square feet. The interior of the building was renovated in 1999. The remodeling increased efficiency as well as provided staff and customers with more modern, accessible offices.

Housed in the building are the street and light departments, vehicles and equipment for the Parks and Recreation Department, vehicle maintenance garage, sign shop, meter repair shop, and storage and facilities maintenance shop. The City's Street Superintendent and Electric Superintendent administer the budget for this program.

EXPENSE HIGHLIGHTS:

2520 – Overhead doors, wash bay repairs, HVAC repairs and any other type of repairs needed on the building.

2840 – Natural gas to heat the building.

<u>MUNICIPAL SERVICE CENTER</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
OPERATING EXPENSES									
101	41922	2520	SUPPLIES REPAIR & MAINTENANCE	7,495	9,781	10,000	10,000	4,341	10,000
101	41922	2612	OPERATING SUPPLIES	42	272	600	600	186.11	600
101	41922	2613	CLEANING SUPPLIES & SERVICES	10,654	11,548	12,180	12,180	5,538	12,180
101	41922	2810	ELECTRICITY	4,901	5,181	5,500	5,500	5,406	5,500
101	41922	2820	WATER	432	646	500	1,120	894	1,150
101	41922	2830	SEWER	501	520	500	1,180	1,178	1,225
101	41922	2840	GAS	2,672	2,020	4,400	4,000	1,805	4,000
101	41922	2850	TELEPHONE	334	775	800	800	735	800
101	41922	2860	REFUSE COLLECTION	<u>709</u>	<u>702</u>	<u>800</u>	<u>800</u>	<u>702</u>	<u>800</u>
SUBTOTAL				27,740	31,445	35,280	36,180	20,785	36,255
CAPITAL OUTLAY									
101	41922	3500	FURNITURE & MINOR EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
MUNICIPAL SERVICE CENTER TOTAL				27,740	31,445	35,280	36,180	20,785	36,255

MECHANICS GARAGE

In January 2008, the two full-time Mechanics came under the supervision of the Street Superintendent. The Mechanics provide maintenance for all city motor vehicles.

The costs of repair items are charged to the departments responsible for the vehicle. However, certain standard consumable items are purchased in this account under the line item Motor Vehicle Repair and Maintenance.

OF INTEREST:

Innovative purchase agreements between the City and vehicle manufacturers have added to the responsibilities of the Mechanics Garage. Buy-back agreements require a rigid schedule of periodic maintenance checks as well as analysis of lubricants and fluids to determine engine wear.

The Mechanics Garage has greatly benefited from the remodeling in the Municipal Service Center. Renovations increased the size of the garage, allowing for additional vehicles to be in the maintenance bays, additional space for storage and increased area for inventory and maintenance logs.

Municipal Garage Operations Data

	2013	2014	2015	2016	2017
Service Jobs	204	216	193	215	194
Repairs	291	257	336	363	222

EXPENSE HIGHLIGHTS:

2612 - Supplies needed for vehicle maintenance; grease, oil, wiper blades, anti-freeze, etc.

2629 - Used for the purchase of tools and small shop equipment.

MECHANICS GARAGE

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	41921	1100	WAGES	85,269	79,837	117,072	81,974	72,369	83,709
101	41921	1101	OVERTIME	0	0	300	300	295	300
101	41921	1200	FICA	6,474	6,017	8,979	5,288	4,517	6,427
101	41921	1300	RETIREMENT	4,939	4,574	6,478	3,584	3,571	4,463
101	41921	1400	WORKMEN'S COMPENSATION	1,631	1,590	2,018	1,659	1,659	1,445
101	41921	1900	INSURANCE	<u>12,650</u>	<u>11,573</u>	<u>13,456</u>	<u>11,213</u>	<u>10,569</u>	<u>15,427</u>
SUBTOTAL				110,963	103,591	148,303	104,018	92,980	111,771
OPERATING EXPENSES									
101	41921	2200	PROFESSIONAL SERVICES	140	198	400	400	296	400
101	41921	2510	MOTOR VEHICLE REPAIR & MAINT.	37	172	500	500	163.31	500
101	41921	2530	EQUIPMENT REPAIR & MAINTENANCE	1,792	780	1,200	1,200	1,031	2,500
101	41921	2612	OPERATING SUPPLIES	7,180	7,671	7,500	7,500	6,353	8,000
101	41921	2613	CLEANING SUPPLIES & SERVICES	534	324	600	600	335.67	600
101	41921	2614	MOTOR VEHICLE FUEL & SUPPLIES	1,545	1,339	1,800	1,800	1,141	1,800
101	41921	2615	COPY SUPPLIES	0	0	25	25	0	25
101	41921	2616	POSTAGE	23	0	75	50	0	50
101	41921	2619	UNIFORMS	539	583	600	600	777	650
101	41921	2629	OTHER SUPPLIES & MATERIALS	1,896	1,948	2,500	2,500	2,678	2,500
101	41921	2700	TRAVEL & TRAINING	1,344	1,056	2,225	2,225	982	2,225
101	41921	2850	TELEPHONE	228	236	500	400	228	400
101	41921	2900	VEHICLE EQUIPMENT RENTAL	<u>1,787</u>	<u>1,948</u>	<u>2,056</u>	<u>2,056</u>	<u>2,056</u>	<u>2,056</u>
SUBTOTAL				17,045	16,255	19,981	19,856	16,041	21,706
CAPITAL OUTLAY									
101	41921	3500	FURNITURE & MINOR EQUIPMENT	0	0	0	0	0	0
SUBTOTAL				0	0	0	0	0	0
MECHANICS GARAGE TOTAL				128,008	119,846	168,284	123,874	109,021	133,477

STREET DEPARTMENT

The Street Department consists of a Street Superintendent, four full-time operators and four part-time summer employees. The Department has responsibility for street maintenance, street snow removal, street sign maintenance, tree removal in the public right-of-way, street crosswalk marking, alley maintenance and street clean-up after windstorms as well as many other tasks not specifically assigned to other departments.

OF INTEREST:

Three innovations have led to a more efficient street maintenance program.

Street Survey: Every two to three years all City streets are analyzed and categorized for wear to determine which street may need asphalt overlays, chip-sealing or more permanent reconstruction. A project date is then placed upon each street, if repair is required. This type of planning prevents unwelcome surprises and provides a responsible budget plan for street maintenance.

Chip-Sealing: Chip-sealing is a cost-effective way to extend the life of a street, increasing the years between expensive asphalt overlays. This process became even more attractive with a change in asphalt tack oil from RC-800 to RC-800-R. The latter oil is a rapid curing, polymerized asphalt oil that has about 30% more chip retention and less bleed-through of oil, which means a longer life for the chip seal.

Equipment Replacement Fund: The Street Department, with the largest and most expensive fleet in the City, has benefited greatly from this replacement program.

EXPENSE HIGHLIGHTS:

- 2510 - Motor vehicle repairs and maintenance
- 2550 - Materials needed for repair and maintenance of City streets; gravel, concrete, asphalt, crack sealant and chip sealing asphalt and rock.
- 2612 - Purchase of hand tools and small equipment needed for street maintenance.
- 2614 - Fuel.

<u>STREET DEPARTMENT</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES								
101	43110	1100	225,691	219,589	245,419	231,842	225,902	248,272
101	43110	1101	1,332	1,602	1,500	1,500	3,470	1,500
101	43110	1200	17,215	16,661	18,889	17,851	17,308	19,108
101	43110	1300	12,502	12,031	12,936	10,675	12,092	11,353
101	43110	1400	7,667	7,512	7,971	7,973	7,973	8,065
101	43110	1900	<u>29,900</u>	<u>27,897</u>	<u>27,290</u>	<u>27,276</u>	<u>29,058</u>	<u>31,711</u>
SUBTOTAL			294,307	285,292	314,005	297,117	295,802	320,009
OPERATING EXPENSES								
101	43110	2200	240	362	500	500	211	500
101	43110	2300	75	1,011	200	1,100	1,150.5	200
101	43110	2510	20,726	50,979	20,000	20,000	20,518	20,000
101	43110	2550	133,659	74,099	85,000	85,000	55,696	85,000
101	43110	2590	2,365	1,638	3,000	3,000	2,668	3,000
101	43110	2612	2,777	3,622	4,000	4,000	2,873	4,000
101	43110	2614	20,389	15,835	25,000	25,000	19,574	25,000
101	43110	2615	13	27	40	40	13	40
101	43110	2616	6	110	20	20	14	20
101	43110	2619	2,687	1,705	2,800	2,800	3,109	2,800
101	43110	2629	7,658	10,029	12,000	12,000	10,861	12,000
101	43110	2700	3,503	5,549	6,000	6,000	3,925	6,000
101	43110	2810	99,205	102,302	99,250	99,250	93,408	99,250
101	43110	2850	1,102	1,360	1,100	1,100	1,338	1,100
101	43110	2900	101,121	102,292	113,667	113,667	113,667	111,334
101	43110	2990	<u>7,953</u>	<u>4,595</u>	<u>13,000</u>	<u>13,000</u>	<u>9,806</u>	<u>13,000</u>
SUBTOTAL			403,479	375,515	385,577	386,477	338,832	383,244
CAPITAL OUTLAY								
101	43110	3500	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL			0	0	0	0	0	0
TRANSFERS								
101	43110	6110	<u>0</u>	<u>6,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL			0	6,000	0	0	0	0
STREET DEPARTMENT TOTAL			697,786	666,807	699,582	683,594	634,635	703,253

SNOW REMOVAL

This program is executed by the Street Department. Current City policy provides that salt, for melting purposes, shall not be used on the street except in extremely icy conditions. The use of salt is limited due to potential freeze-and-thaw damage to streets and the corrosion of the underside of motor vehicles. Instead, the City heavily sands the streets. Some salt is used in the sand stockpile to keep it from freezing.

Snow Removal Data					
	2013	2014	2015	2016	2017
Overtime Hours	148	151	488	488	237
Regular Hours	338	318	316	264	246
Sand (tons)	368	295	480	525	620
Truckloads of Snow	169	112	587	615	258

EXPENSE HIGHLIGHTS:

- 1100 - On-call duty hours for prompt sanding of streets, plus equipment operators borrowed from other departments.
- 2530 - Purchase of grader blades, breakdowns during snow removal, repairs on sander, etc.
- 2550 - Sanding the streets.
- 2618 - Salt.

<u>SNOW REMOVAL</u>				2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2017 ACTUAL	2018 BUDGET
PERSONNEL SERVICES									
101	43125	1100	WAGES	6,169	4,875	10,000	10,000	4,633	10,000
101	43125	1101	OVERTIME	13,487	13,795	8,000	13,500	6,566	13,500
101	43125	1200	FICA	1,496	1,414	1,377	1,798	846	1,798
101	43125	1300	RETIREMENT	1,176	1,120	1,200	1,200	672	1,200
101	43125	1400	WORKMEN'S COMPENSATION	532	506	519	519	519	548
101	43125	1900	INSURANCE	<u>3,302</u>	<u>1,347</u>	<u>3,000</u>	<u>3,000</u>	<u>1,095</u>	<u>3,000</u>
			SUBTOTAL	26,162	23,057	24,096	30,017	14,331	30,046
OPERATING EXPENSES									
101	43125	2200	PROFESSIONAL SERVICES & FEES	1,237	850	3,000	3,000	480	3,000
101	43125	2530	EQUIPMENT REPAIR & MAINTENANCE	14,157	15,438	15,000	15,000	14,246	15,000
101	43125	2550	STREET REPAIR & MAINTENANCE	2,519	4,136	5,000	5,000	4,001	5,500
101	43125	2614	MOTOR VEHICLE FUEL & SUPPLIES	8,895	6,930	12,000	12,000	6,127	12,000
101	43125	2618	CHEMICALS	7,556	9,110	8,500	8,500	4,595	8,500
101	43125	2900	VEHICLE EQUIPMENT RENTAL	<u>7,259</u>	<u>8,240</u>	<u>8,698</u>	<u>8,698</u>	<u>8,698</u>	<u>8,698</u>
			SUBTOTAL	41,623	44,704	52,198	52,198	38,148	52,698
CAPITAL OUTLAY									
101	43125	3500	FURNITURE & MINOR EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			SUBTOTAL	0	0	0	0	0	0
			SNOW REMOVAL TOTAL	67,785	67,761	76,294	82,215	52,479	82,744

SWEEPING AND MOWING

This program is under the supervision of the Street Superintendent. It includes the cost of street sweeping and mowing of certain rights-of-way. The largest portion of this budget goes for street sweeping in the spring to clean up the sand and in the fall to clean up leaves.

In 1999, a trial sweeping program was conducted with the objective of insuring regular service throughout the City. The City was divided into four zones. Each zone is swept once per month during the sweeping season. The success of the 1999 pilot program resulted in the permanent adoption of the program for future years. Feedback, to date, indicates high public satisfaction with the revised program.

The current street sweeper was put into service in 2016.

EXPENSE HIGHLIGHTS:

2510 - Purchase of all parts and materials to keep the Street Sweeper and Right-of-way Mower running; gutter brooms, main street broom, sweeper elevator bearings and parts, mower blades and mower deck wear bars.
2614 - Fuel.

<u>SWEEPING AND MOWING</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	43220	1100	WAGES	44,718	47,359	45,943	54,368	54,871	59,665
101	43220	1101	OVERTIME	99	0	350	350	85	350
101	43220	1200	FICA	3,427	3,593	3,541	4,185	4,133	4,591
101	43220	1300	RETIREMENT	2,074	2,210	2,216	2,721	2,645	2,930
101	43220	1400	WORKMEN'S COMPENSATION	1,475	1,433	1,335	1,494	1,494	1,937
101	43220	1900	INSURANCE	<u>6,250</u>	<u>6,577</u>	<u>6,728</u>	<u>6,742</u>	<u>5,969</u>	<u>7,714</u>
SUBTOTAL				58,043	61,172	60,113	69,860	69,197	77,187
OPERATING EXPENSES									
101	43220	2510	MOTOR VEHICLE REPAIR & MAINT.	13,439	8,013	16,500	16,500	16,431	16,500
101	43220	2614	MOTOR VEHICLE FUEL & SUPPLIES	5,792	5,040	8,000	8,000	7,124	8,000
101	43220	2619	UNIFORMS	350	325	300	300	240	300
101	43220	2900	VEHICLE EQUIPMENT RENTAL	<u>29,805</u>	<u>31,073</u>	<u>32,688</u>	<u>32,688</u>	<u>32,688</u>	<u>35,239</u>
SUBTOTAL				49,386	44,451	57,488	57,488	56,483	60,039
CAPITAL OUTLAY									
101	43220	3500	TRANSFER TO EQPT REPLACEMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
SWEEPING & MOWING TOTAL				107,429	105,623	117,601	127,348	125,681	137,226

CARPENTRY

The City previously employed a half-time Carpenter under the immediate supervision of the Street Superintendent. The position also functioned as a half-time maintenance operator for the Street Department. The position provided maintenance assistance to City facilities in need of minor repair.

Due to changes in the needs of the City, a half-time carpenter was no longer necessary. In addition, several employees in the Street Department are able to perform minor carpentry work. Beginning in 2015 this line item was changed to reflect hours worked performing carpentry. If an employee works a number of hours doing carpentry work, those hours are charged to this line item. This is also necessary to ensure worker's compensation coverage.

EXPENSE HIGHLIGHTS:

2590 - Repair and maintenance items of City facilities (Doors, locks, etc.).

<u>CARPENTRY</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	43130	1100	WAGES	7,570	4,276	18,865	18,865	7,467	18,793
101	43130	1200	FICA	573	320	1,443	1,443	563	1,438
101	43130	1300	RETIREMENT	376	257	1,132	1,132	448	1,128
101	43130	1400	WORKMEN'S COMPENSATION	1,194	1,171	1,200	1,200	1,200	1,195
101	43130	1900	INSURANCE	<u>1,103</u>	<u>733</u>	<u>3,364</u>	<u>3,364</u>	<u>1,186</u>	<u>3,857</u>
SUBTOTAL				10,816	6,757	26,004	26,004	10,864	26,411
OPERATING EXPENSES									
101	43130	2590	OTHER REPAIR & MAINTENANCE	2,124	1,686	2,500	2,500	2,272	2,500
101	43130	2612	OPERATING SUPPLIES	2,660	2,164	2,500	2,500	1,120	2,500
101	43130	2619	UNIFORMS	<u>280</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				5,064	3,850	5,000	5,000	3,392	5,000
CAPITAL OUTLAY									
101	43130	3500	FURNITURE & EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
CARPENTRY TOTAL				15,880	10,607	31,004	31,004	14,256	31,411

CITY HALL MAINTENANCE

The City Hall maintenance account includes the expenses for operation of the City Hall building located at 25 Center Street. The building contains the offices of the City Manager, City Engineer, Utilities Manager, Finance Officer, Code Enforcement, Parks and Recreation Director; it also houses the equipment for the Auxiliary Fire Department. The conveniences, all utilities, building maintenance/repairs and cleaning supplies for these departments within City Hall are charged to this account. Maintenance for department facilities that are not located within City Hall is charged directly to those departments and appears in their budgets. The Vermillion Housing Authority is also located in City Hall. The City does not charge rent for the use of the space; however, the Housing Authority is responsible for telephone and internet access. Since 2011, the SD Attorney General's Office has utilized office floor space for the 24/7 program. The state pays rent for the use of the space, which includes two cubicles and general office equipment.

EXPENSE HIGHLIGHTS:

2520- Preventative building maintenance agreements, rug cleaning, alarm system, repairs.
 2613 - Cleaning supplies and custodial services.

<u>CITY HALL MAINTENANCE</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
OPERATING EXPENSES									
101	41923	2520	SUPPLIES REPAIR & MAINTENANCE	13,302	20,133	40,000	40,000	18,848	25,000
101	41923	2613	CLEANING SUPPLIES & SERVICES	31,609	31,441	35,000	35,000	37,017	35,000
101	41923	2629	OTHER SUPPLIES & SERVICES	820	2,842	2,500	2,500	1,142	2,500
101	41923	2810	ELECTRICITY	14,752	15,321	15,200	15,200	15,595	15,500
101	41923	2820	WATER	1,931	2,328	2,100	2,100	3,027	2,200
101	41923	2830	SEWER	1,618	1,747	1,850	1,850	1,742	1,850
101	41923	2840	GAS	5,009	4,629	6,000	6,000	4,823	6,000
101	41923	2860	REFUSE COLLECTION	<u>702</u>	<u>702</u>	<u>800</u>	<u>800</u>	<u>702</u>	<u>800</u>
SUBTOTAL				69,743	79,143	103,450	103,450	82,896	88,850
CAPITAL OUTLAY									
101	41923	3200	BUILDING & STRUCTURE	0	0	0	0	0	0
101	41923	3500	FURNITURE & EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
CITY HALL MAINTENANCE TOTAL				69,743	79,143	103,450	103,450	82,896	88,850

OLD LIBRARY MAINTENANCE

The City of Vermillion owns the old Carnegie Library building located at 12 Church Street. The City has entered into a long-term lease with a tenant using the building for office space. This agreement obligates the City to provide for maintenance and repairs in the building. In 1999, repairs were made to the building’s roof and exterior, and the exterior of the building was tuck-pointed in late 2000. In 2003, the exterior was painted. In 2004, the interior was painted and the plaster was repaired. In 2007, a sanitary sewer line in the basement was replaced. In 2010, the heating and air conditioning systems were upgraded utilizing Energy Efficiency and Conservation Block Grant (EECBG) funds. The City provided matching funds for the upgrade. Recently the City also re-shingled the roof and completed some drywall repairs inside the library.

OF INTEREST:

In 2014, the City’s insurance carrier performed an inspection of the building. During the inspection they discovered evidence of the basement walls ‘bulging-in’. The City hired a structural engineer to perform an inspection of the basement walls to determine their integrity. The engineer’s report concludes by saying that the basement walls are in satisfactory condition and that no structural damage is visible.

No significant projects have occurred at the library since it was re-shingled in 2013.

<u>OLD LIBRARY MAINTENANCE</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	45510	2540	BLDG REPAIR & MAINTENANCE	1,860	0	0	0	0	0
OLD LIBRARY MAINTENANCE TOTAL				1,860	0	0	0	0	0

OLD LANDFILL MAINTENANCE

The city is required by the Department of Environment and Natural Resources to conduct tests on the old city landfill. The old landfill is approximately 15 acres located north of the current landfill.

EXPENSE HIGHLIGHTS:
2200 – Groundwater monitoring and investigation

<u>OLD LANDFILL MAINTENANCE</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	43240	2200	LANDFILL PROFESSIONAL SERVICES	9,354	12,742	13,000	13,000	11,384	13,000
OLD LANDFILL MAINTENANCE TOTAL				9,354	12,742	13,000	13,000	11,384	13,000

AIRPORT

Mr. Davidson established Harold Davidson Field in 1950 as a sod runway. In 1957, the City purchased the airport, which included 142 acres of land. In 1958, the runway was paved with asphalt. During the 1970's, the airport saw several improvements. These included the development of the master plan, as well as the construction of the new runway. Along with the extension, improvements were done to the lighting system and other safety features.

In recent years, several projects have been completed to improve the condition of the airport. For example, the City now operates the automatic fueling system, the hangar taxiways were surfaced, the pilot controlled lighting was upgraded, snow removal equipment was purchased and a storage shed was constructed.

In 2017, the City completed the reconstruction of the apron. No projects are planned for 2018. Funding for the airport capital projects fund comes from federal, state and city sources. The City pays for 5% of the total cost of the projects.

EXPENSE HIGHLIGHTS:
 2200 - Contractual fees for airport management were transferred from general airport wages.
 2612 - Hangar and terminal repair supplies.
 2624 - Fuel for Resale.

<u>AIRPORT</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	43500	1100	WAGES	0	0	0	0	0	0
101	43500	1200	FICA	0	0	0	0	0	0
101	43500	1400	WORKMEN'S COMPENSATION	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
OPERATING EXPENSES									
101	43500	2160	AIRPORT INSURANCE	2,336	5,287	4,300	5,400	3,156	5,600
101	43500	2200	PROFESSIONAL SERVICES & FEES	10,025	10,025	12,500	12,500	10,203	12,500
101	43500	2590	OTHER REPAIR & MAINTENANCE	4,447	11,841	15,000	46,450	35,779	15,000
101	43500	2612	OPERATING SUPPLIES	963	1,641	1,500	1,500	788	1,500
101	43500	2613	CLEANING SUPPLIES & SERVICES	300	506	500	500	367	500
101	43500	2624	FUEL FOR RESALE	41,883	46,113	61,800	48,000	47,966	48,000
101	43500	2810	ELECTRICITY	4,150	4,243	6,000	6,000	4,145	6,000
101	43500	2820	WATER	215	244	250	250	233	250
101	43500	2850	TELEPHONE	1,107	1,245	1,100	1,275	1,210	1,300
101	43500	2860	REFUSE COLLECTION	351	351	500	500	351	500
101	43500	2900	VEHICLE EQUIPMENT RENTAL	<u>286</u>	<u>414</u>	<u>547</u>	<u>547</u>	<u>547</u>	<u>589</u>
SUBTOTAL				66,063	81,910	103,997	122,922	104,745	91,739
CAPITAL OUTLAY									
101	43500	3200	BUILDING & STRUCTURE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
TRANSFERS									
101	43500	6110	TRANSFER TO EQUIPMENT REPLACEMENT	<u>0</u>	<u>2300</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	2300	0	0	0	0
AIRPORT TOTAL				<u>66,063</u>	<u>84,210</u>	<u>103,997</u>	<u>122,922</u>	<u>104,745</u>	<u>91,739</u>

MAINTENANCE & TRANSPORTATION TOTALS

2015	2016	2017	2017	2017	2018
ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
1,191,648	1,178,184	1,348,492	1,323,587	1,155,880	1,317,955

PUBLIC LIBRARY

The Edith B. Siegrist Vermillion Public Library serves the community of Vermillion and Clay County. Its purpose is to maintain a current collection of print and non-print materials. It provides a variety of items for check-out including books, magazines, newspapers, audiobooks, DVD's, and large-print materials as well as access to eBooks, eAudiobooks and eMagazines. Patrons are provided access to interlibrary loan services through South Dakota Share-It.

Internet access is provided through twenty in-house public access computers as well as facility-wide wireless services. The library provides access to a variety of electronic resources including South Dakota Titles to Go Overdrive, Freegal Music, Universal Class, OnePlay, RBDigital and IndieFlix movie streaming. Databases such as Pro Quest, Grant Directories, Reference USA, ERIC Index, Ancestry Library, Learning Express, Gale Virtual Reference Library and World Book are available with the cooperation of the South Dakota State Library.

The Library provides programming for all ages and stages of life. The library's afterschool and summer reading programming continues to be one of its primary efforts. In striving for public service excellence, the Edith B. Siegrist Vermillion Public Library serves as a welcoming community center whose staff, resources, programs and services provide for the needs of our diverse community.

The library staff includes a full-time director, four full-time and four part-time employees and temporary work-study help. The mission of the public library is to satisfy patrons' educational, informational and recreational pursuits. It makes space available on a continuing basis for exhibits, group meetings and programs of interest to the community. The library is open to the public seven days per week, including evening and weekend hours.

EXPENSE HIGHLIGHTS:

3400 - Library Materials, used for the purchase of all formats of library materials including both physical and electronic resources.

<u>PUBLIC LIBRARY</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	45500	1100	WAGES	274,269	297,973	291,903	288,352	279,257	312,607
101	45500	1200	FICA	20,149	20,107	22,331	22,059	21,712	23,914
101	45500	1300	RETIREMENT	15,577	15,458	16,069	15,762	15,715	17,306
101	45500	1400	WORKMEN'S COMPENSATION	546	529	553	554	554	593
101	45500	1900	INSURANCE	<u>52,428</u>	<u>48,774</u>	<u>57,174</u>	<u>57,174</u>	<u>53,331</u>	<u>65,544</u>
SUBTOTAL				362,969	382,841	388,030	383,901	370,569	419,964
OPERATING EXPENSES									
101	45500	2300	PUBLISHING & ADVERTISING	3,653	3,634	3,000	3,000	2,159	3,000
101	45500	2540	BUILDING REPAIR & MAINTENANCE	24,662	16,668	15,000	15,000	14,416	15,000
101	45500	2590	OTHER REPAIR & MAINTENANCE	15,364	15,611	20,000	20,000	17,102	20,000
101	45500	2612	OPERATING SUPPLIES & MATERIALS	13,676	14,364	14,500	15,500	12,127	14,500
101	45500	2613	CLEANING SUPPLIES & SERVICES	21,067	22,274	25,000	25,000	17,775	25,000
101	45500	2615	COPY SUPPLIES	798	493	1,500	1,500	982	1,500
101	45500	2616	POSTAGE	1,360	1,527	1,500	1,500	1,498	1,500
101	45500	2629	OTHER SUPPLIES & MATERIALS	3,614	4,292	4,000	4,000	4,664	4,000
101	45500	2700	TRAVEL & TRAINING	1,595	3,973	4,000	4,000	2,649	4,000
101	45500	2810	ELECTRICITY	22,305	23,112	23,000	23,000	23,246	25,000
101	45500	2820	WATER	1,475	1,640	1,500	1,500	1,400	1,500
101	45500	2830	SEWER	1,698	1,661	1,700	1,700	1,769	1,700
101	45500	2840	GAS	4,261	4,547	5,000	7,000	4,856	7,000
101	45500	2850	TELEPHONE	852	840	850	850	965	850
101	45500	2851	DEDICATED TELEPHONE LINE	264	264	265	265	264	265
101	45500	2860	REFUSE COLLECTION	<u>468</u>	<u>468</u>	<u>500</u>	<u>500</u>	<u>468</u>	<u>500</u>
SUBTOTAL				117,112	115,368	121,315	124,315	106,341	125,315
CAPITAL OUTLAY									
101	45500	3400	BOOKS	84,669	93,544	90,000	90,000	88,561	92,000
101	45500	3500	FOUNDATION FURNITURE & EQUIPMENT	14,220	15864	0	25000	20924.58	10000
101	45500	3900	OTHER CAPITAL EXPENSES	<u>4,266</u>	<u>2,937</u>	<u>6,000</u>	<u>6,000</u>	<u>4,694</u>	<u>6,000</u>
SUBTOTAL				103,155	112,345	96,000	121,000	114,180	108,000
PUBLIC LIBRARY TOTAL				583,236	610,554	605,345	629,216	591,089	653,279

PARKS

A full-time Parks and Recreation Director, a Parks and Recreation Supervisor, two full-time Parks Maintenance Technicians, and supplemental seasonal staff administer the Parks program. All costs for the maintenance and operation of all park facilities except the swimming pool are budgeted here.

OF INTEREST:

The Parks program currently maintains 135 acres of land, including most City rights-of-way that may need foliage trimmed from trees or shrubs. The Parks program has a commitment to recreational structures and buildings and maintains an ongoing capital improvement list for all parks and recreation facilities.

Completion of the Prentis master plan continues, the new City pool portion of the plan was completed in late May 2017. A parking lot, two basketball courts, updated ADA playground, and disk golf course are slated to have completed construction in late summer of 2018.

Vermillion's newest park - Bliss Pointe Park playground was installed in the summer of 2016 and opened in September of that year. Bliss Pointe Park playground is Vermillion's first fully ADA compliant playground.

The Vermillion Rotary Club donated \$10,000 for improvements at what was Sertoma Park. This park at the northwest corner of Cottage Avenue and Rice Drive is now named Rotary Park. A new playground area will be installed by summer of 2018

EXPENSE HIGHLIGHTS:

2614 - Increased fuel prices.

2629 - Lawn supplies, lumber and paint.

<u>PARKS</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	45220	1100	WAGES	155,709	155,008	165,392	166,456	157,553	177,406
101	45220	1101	OVERTIME	0	721	200	200	0	0
101	45220	1200	FICA	11,031	10,909	12,652	12,734	11,030	13,572
101	45220	1300	RETIREMENT	8,523	7,356	8,529	8,593	8,084	8,960
101	45220	1400	WORKMEN'S COMPENSATION	3,161	3,141	3,144	3,145	3,145	3,373
101	45220	1900	INSURANCE	<u>22,638</u>	<u>20,351</u>	<u>23,506</u>	<u>23,506</u>	<u>23,620</u>	<u>26,961</u>
SUBTOTAL				201,062	197,486	213,423	214,634	203,432	230,272
OPERATING EXPENSES									
101	45220	2200	PROFESSIONAL SERVICES & FEES	0	538	500	500	120	500
101	45220	2300	PUBLISHING & ADVERTISING	114	257	200	200	54.99	200
101	45220	2510	MOTOR VEHICLE REPAIR & MAINT.	1,741	2,805	2,000	2,000	992	3,000
101	45220	2530	EQUIPMENT REPAIR & MAINTENANCE	10,435	6,988	7,000	7,000	5,257	7,000
101	45220	2591	TURF CARE SUPPLIES & MAIN	0	5,335	6,000	6,000	5,338	6,000
101	45220	2612	OPERATING SUPPLIES	744	492	500	500	485	500
101	45220	2614	MOTOR VEHICLE FUEL & SUPPLIES	6,581	7,709	8,750	8,750	7,149	8,900
101	45220	2619	UNIFORMS	272	741	500	500	530	600
101	45220	2629	OTHER SUPPLIES & MATERIALS	18,366	9,129	17,000	17,000	14,459	17,000
101	45220	2700	TRAVEL & TRAINING	482	975	1,750	1,750	1,192	1,750
101	45220	2810	ELECTRICITY	12,330	13,390	14,700	14,700	14,832	15,200
101	45220	2820	WATER	1,665	2,639	3,600	3,600	2,646	3,800
101	45220	2830	SEWER	1,701	2,642	2,000	3,000	2,897	3,100
101	45220	2840	GAS	597	595	1,750	900	608	900
101	45220	2850	TELEPHONE	2,262	2,311	1,300	2,000	2,657	2,000
101	45220	2860	REFUSE COLLECTION	2,989	3,060	3,500	3,500	3,542	3,560
101	45220	2900	VEHICLE EQUIPMENT RENTAL	19,494	21,330	22,702	22,702	22,702	22,603
101	45220	2990	OTHER CURRENT EXPENSES	426	377	250	250	47	250
101	45220	2992	FLOWERS	3,254	2,858	3,000	3,000	1,652	3,000
101	45220	2993	TREE REPLACEMENT	<u>0</u>	<u>3,537</u>	<u>3,000</u>	<u>3,000</u>	<u>1,397</u>	<u>3,500</u>
SUBTOTAL				83,453	87,708	100,002	100,852	88,559	103,363
CAPITAL OUTLAY									
101	45220	3210	BIKE PATH	0	0	0	0	0	0
101	45220	3500	FURNITURE & MINOR EQUIPMENT	0	0	0	0	0	0
101	45220	3900	OTHER CAPITAL EXPENSES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
PARKS TOTAL				284,515	285,194	313,425	315,486	291,991	333,635

RECREATION

The City Recreation program, consisting of a Parks and Recreation Supervisor, a full-time Recreation Specialist, and numerous seasonal employees coach, officiate, and supervise events, providing a spectrum of activities to Vermillion area residents year-round. The department provides recreational and leisure activities to the citizens of Vermillion. Last year nearly 19,000 participants registered for Parks and Recreation programs.

Specialists in a particular field of recreation direct the majority of the recreation programs provided to the community. In addition, the Recreation Department also contracts with various individuals to conduct numerous arts & leisure programs. Available programming include men's and women's adult league basketball, adult coed volleyball, tennis, dance classes, baton, preschool programming, playground arts program, little league baseball, flag football, wrestling, gymnastics, track, Red Cross swim lessons, water aerobics, lap swim, walking for fitness, girls softball, youth basketball leagues, roller skating, ice skating, youth soccer, after school sports program, as well as hosting the local Aquafina Pitch, Hit, and Run competition.

The Recreation department continues use of its on line registration software program. This system allows users to register for classes or programs on their schedule instead of having to attend the registration days at the Armory. In 2017, the system was also used for purchasing swim passes online for the Prentis Plunge pool.

EXPENSE HIGHLIGHTS:

2300 - Seasonal advertising, color photo cover on summer activity guides and public notices.

2629 - Supplies for recreation programs, which includes materials for ball field resurfacing.

<u>RECREATION</u>			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES									
101	45122	1100	WAGES	103,053	126,415	132,330	132,330	116,377	145,906
101	45122	1101	OVERTIME	0	829	1,000	1,500	1,106	350
101	45122	1200	FICA	7,796	9,584	10,123	10,123	8,875	11,189
101	45122	1300	RETIREMENT	4,365	4,815	5,119	5,119	4,061	5,119
101	45122	1400	WORKMEN'S COMPENSATION	808	809	895	894	894	988
101	45122	1900	INSURANCE	<u>13,270</u>	<u>13,448</u>	<u>13,456</u>	<u>13,456</u>	<u>10,788</u>	<u>15,427</u>
SUBTOTAL			129,292	155,900	162,923	163,422	142,101	178,979	
CURRENT EXPENSES									
101	45122	2200	PROFESSIONAL SERVICES & FEES	1,909	988	4,000	1,800	1,210	2,000
101	45122	2300	PUBLISHING & ADVERTISING	1,523	2,934	3,500	3,500	2,472	3,500
101	45122	2611	OFFICE SUPPLIES	713	548	600	600	787	750
101	45122	2612	WELLNESS OPERATING SUPPLIES	1,970	1,456	2,500	2,000	718	2,000
101	45122	2615	COPY SUPPLIES	195	255	400	300	324	300
101	45122	2616	POSTAGE	99	90	200	100	119	100
101	45122	2619	UNIFORMS	295	514	500	500	518	500
101	45122	2629	OTHER SUPPLIES & MATERIALS	10,838	3,938	4,000	4,000	3,327	4,000
101	45122	2634	ATHLETIC FIELD MAINTENANCE	0	5,975	5,000	5,000	3,428	7,000
101	45122	2635	RECREATION CLASS/SUPPLIES	0	5,596	7,500	6,500	5,920	6,500
101	45122	2700	TRAVEL AND TRAINING	2,129	1,807	2,100	2,400	2,022	3,000
101	45122	2900	VEHICLE EQUIPMENT RENTAL	<u>1,584</u>	<u>2,755</u>	<u>2,908</u>	<u>2,908</u>	<u>2,908</u>	<u>2,908</u>
SUBTOTAL			21,255	26,856	33,208	29,608	23,753	32,558	
CAPITAL OUTLAY									
101	45122	3500	FURNITURE & MINOR EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL			0	0	0	0	0	0	
RECREATION TOTAL			150,547	182,756	196,131	193,030	165,854	211,537	

PRENTIS PLUNGE SWIMMING POOL

Prentis Plunge opened its doors for swimmers on June 3rd of 2017 and closed September 4th. The 2017 season consisted of 91 days open to the public.

OF INTEREST:

The new pool, renamed Prentis Plunge, has a capacity of 582 patrons and features amenities such as a diving board, zero depth play area, lazy river, water walk, two slides, party shelter, and a full concession stand. Operating costs for the new pool are based on one year of operation. These numbers may increase or decrease based on number of patrons and weather conditions.

EXPENSE HIGHLIGHTS:

2618 - Chemicals for pool
 2810 - Increased electricity and water costs
 2840 - Increased natural gas costs

PRENTIS PLUNGE SWIMMING POOL				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	45124	1100	WAGES	51,177	41,139	120,159	127,555	135,014	131,006
101	45124	1101	RED CROSS SWIMMING INSTRUCTORS	0	0	4,000	4,500	0	4,500
101	45124	1200	FICA	3,915	3,147	9,498	10,102	10,329	10,366
101	45124	1400	WORKMEN'S COMPENSATION	<u>1,184</u>	<u>1,400</u>	<u>2,243</u>	<u>2,674</u>	<u>2,674</u>	<u>2,918</u>
SUBTOTAL				56,276	45,686	135,900	144,831	148,017	148,790
CURRENT EXPENSES									
101	45124	2200	PROFESSIONAL SERVICES & FEES	300	629	600	1800	1646	1300
101	45124	2540	BUILDING REPAIR & MAINTENANCE	2,414	714	2,500	2,500	1,192	2,000
101	45124	2590	OTHER REPAIR & MAINTENANCE	5,814	1,319	2,000	3,500	2,539	1,500
101	45124	2611	OFFICE SUPPLIES	66	258	500	1300	1183	500
101	45124	2612	OPERATING SUPPLIES	481	557	600	1200	1344	600
101	45124	2613	CLEANING SUPPLIES & MATERIALS	988	1,745	2,500	2,000	781	2,000
101	45124	2618	CHEMICALS	15,837	9,687	10,000	13,500	9,732	13,500
101	45124	2619	UNIFORMS	1,515	200	2,000	2,500	2,679	3,000
101	45124	2628	CONCESSIONS FOR RESALE	0	0	0	19,000	20,015	19,000
101	45124	2629	OTHER SUPPLIES & MATERIALS	1,709	304	3,000	11,000	10,500	500
101	45124	2810	ELECTRICITY	4,776	3,181	5,000	10,600	14,280	11,000
101	45124	2820	WATER	6,032	6,036	6,000	6,500	6,719	6,000
101	45124	2830	SEWER	1,141	779	2,200	1,100	802	1,100
101	45124	2840	GAS	2,947	3,014	5,000	5,000	3,693	5,000
101	45124	2850	TELEPHONE	397	394	1,000	1,500	1,371	1,500
101	45124	2990	OTHER CURRENT EXPENSES	<u>1,474</u>	<u>1,822</u>	<u>1,100</u>	<u>3,000</u>	<u>3,051</u>	<u>1,500</u>
SUBTOTAL				45,891	30,639	44,000	86,000	81,527	70,000
CAPITAL OUTLAY									
101	45124	3200	BUILDINGS & STRUCTURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
PRENTIS PLUNGE SWIMMING POOL TOTAL				102,167	76,325	179,900	230,831	229,544	218,790

NATIONAL GUARD ARMORY COMMUNITY CENTER

The National Guard Armory Community Center opened June 1, 1989. A share of the construction cost of the Armory was provided by the extra-penny sales tax. The National Guard and the City share the cost of operation and maintenance. The National Guard uses the building for assembly, training and instruction and storage. The Recreation Department of the City is housed in the Armory and has exclusive right to grant permission for use of the Armory as long as the event does not conflict with the National Guard usage.

OF INTEREST:

The Community Center provides a site for a dozen City recreational programs as well as several Vermillion School programs and civic programs. The City currently maintains a five-year agreement with the federal government for the care of the facility. Because of this agreement, the City encumbers a contractual expense for professional services and fees. The City has made investments to improve the building, including roof repairs and lighting.

In 2016, the National Guard unit along with City staff replaced all tiles in hallways and restrooms, along with ceiling tiles throughout the facility.

Improvements in 2017 included two new air conditioning units for the classroom and offices funded by second penny sales tax.

EXPENSE HIGHLIGHTS:

- 2200 - Mechanical service contract and other maintenance.
- 2540 - Building repairs.
- 2613 - Cleaning supplies, chemicals, paper products and janitorial expenses.
- 2810 - Electricity costs

<u>NATIONAL GUARD ARMORY COMMUNITY CENTER</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	45610	1100	WAGES	683	0	2,607	2,607	549	2,700
101	45610	1200	FICA	52	0	199	199	42	207
101	45610	1400	WORKMEN'S COMPENSATION	<u>62</u>	<u>69</u>	<u>70</u>	<u>70</u>	<u>70</u>	<u>72</u>
SUBTOTAL				797	69	2,876	2,876	661	2,979
CURRENT EXPENSES									
101	45610	2200	PROFESSIONAL SERVICES	1,819	1,285	2,000	1,500	4,071	1,500
101	45610	2300	PUBLISHING & ADVERTISING	1,890	1,966	1,900	1,900	1,963	2,000
101	45610	2540	BUILDING REPAIR & MAINTENANCE	11,716	5,302	8,000	8,000	7,047	8,000
101	45610	2611	OFFICE SUPPLIES	161	0	250	250	114	250
101	45610	2613	CLEANING SUPPLIES	12,147	12,440	14,500	14,500	11,816	14,500
101	45610	2629	OTHER SUPPLIES & MATERIALS	759	189	900	900	494	900
101	45610	2810	ELECTRICITY	7,594	8,283	8,800	8,000	7,542	8,200
101	45610	2820	WATER	1,004	1,203	1,400	1,400	1,293	1,500
101	45610	2830	SEWER	1,039	1,012	1,300	1,250	1,099	1,250
101	45610	2840	GAS	3,484	3,558	8,000	6,000	3,843	6,200
101	45610	2850	TELEPHONE	694	1,514	1,400	1,500	1,611	1,500
101	45610	2860	REFUSE COLLECTION	<u>1,494</u>	<u>1,476</u>	<u>1,600</u>	<u>1,600</u>	<u>1,476</u>	<u>1,700</u>
SUBTOTAL				43,801	38,228	50,050	46,800	42,369	47,500
CAPITAL OUTLAY									
101	45610	3200	BUILDING & STRUCTURES	0	0	0	0	0	0
101	45610	3500	FURNITURE & MINOR EQUIPMENT	0	0	0	0	0	0
101	45610	3900	OTHER CAPITAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				0	0	0	0	0	0
NATIONAL GUARD ARMORY COMMUNITY CENTER TOTAL				<u>44,598</u>	<u>38,297</u>	<u>52,926</u>	<u>49,676</u>	<u>43,030</u>	<u>50,479</u>

MOSQUITO CONTROL

This fund was established in 2003 in an effort to address concerns about the West Nile virus. Since 2002, the South Dakota Department of Health has documented the virus in birds, mosquitoes and humans. Along with the state health department, the City of Vermillion is taking steps to help protect the public through a West Nile virus control program. The purpose of the City of Vermillion's West Nile virus control program is to implement an integrated, risk-based response plan designed to promote a safe and livable community, educate and involve Vermillion as well as other governmental agencies and residents in a year-round effort to control mosquito breeding as well as minimize environmental and health impacts associated with the West Nile and Zika viruses.

The City will continue its program to control mosquito activity in the community. This program comprises the monitoring and management of mosquito larva as well as the monitoring and management of adult mosquito populations.

In 2015, an 18x24 storage building, located at the City's Service Center, was purchased from the Vermillion Rural Fire Department. Mosquito foggers, mosquito traps, and dry mosquito control product are stored there.

Each year a minimum of two City of Vermillion employees are certified and trained to identify vector mosquitoes and how to properly apply the mosquito control agents.

Over the past two years, Vermillion Mosquito Control program received \$9,800 to fund staffing and purchase mosquito control products. This grant was given by South Dakota Department of Health.

EXPENSE HIGHLIGHTS:

- 2629 - Supplies and materials associated with mosquito surveillance and mosquito control product application.
- 3600 - Mosquito monitoring equipment

<u>MOSQUITO CONTROL</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
101	45240	1100	WAGES	3,843	3,308	6,480	6,480	5,031	6,480
101	45240	1200	FICA	294	253	496	496	337	496
101	45240	1400	WORKMEN'S COMPENSATION	188	179	183	183	183	183
SUBTOTAL				4,325	3,740	7,159	7,159	5,551	7,159
CURRENT EXPENSES									
PROFESSIONAL SERVICES									
101	45240	2200	OTHER SUPPLIES & MATERIALS	2,924	11,595	12,500	12,500	1,146	12,500
SUBTOTAL				2,924	11,595	12,500	12,500	1,146	12,500
CAPITAL OUTLAY									
FURNITURE & MINOR EQUIPMENT									
101	45240	3500	MACHINERY & AUTO EQUIPMENT	0	0	0	0	0	0
101	45240	3600		3,200	0	0	0	0	0
SUBTOTAL				3,200	0	0	0	0	0
MOSQUITO CONTROL TOTAL				10,449	15,335	19,659	19,659	6,698	19,659

HUMAN DEVELOPMENT & LEISURE

2015	2016	2017	2017	2017	2018
ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
1,175,512	1,208,461	1,367,386	1,437,898	1,328,206	1,487,379

TRANSFERS

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
101	47000	6100	TRANSFER TO DEBT SERVICE	58,000	115,000	112,000	130,500	129,829	119,000
101	47000	6101	TRANSFER TO POOL CONSTRUCTION	0	34,029	1,000,000	1,285,416	1,087,483	0
101	47000	6102	RESERVE STIP FUNDS	0	0	116,000	18,940	0	0
101	47000	6103	TRANSFER TO STIP PROJECT	0	10,556	225,000	322,650	294,925	785,000
TOTAL				58,000	159,585	1,453,000	1,757,506	1,512,237	904,000

GENERAL FUND TOTALS

2015	2016	2017	2017	2017	2018
ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
6,120,559	6,338,532	8,460,717	8,649,185	7,996,281	8,110,829

ELECTRIC FUND REVENUES

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
621	38211	ELECTRIC METERED SALES	5,482,095	5,783,130	5,260,000	5,438,500	5,450,607	5,534,000
623	38111	ELECTRIC SURCHARGE 2009	717,330	728,564	1,040,000	708,500	697,522	720,900
624	38111	ELECTRIC SURCHARGE 2016	0	28,024	0	337,700	332,464	343,600
621	36110	INTEREST ON INVESTMENTS	7,607	14,477	16,000	20,000	32,254	18,000
624	36110	INTEREST ON INVESTMENTS	0	0	0	300	1,534	300
621	36111	TRANSFER IN INTEREST RESERVE	0	0	26,300	32,000	0	23,000
621	38230	OVER AND (SHORT)	0	0	0	0	50	0
621	38231	SALE OF MATERIAL	26,336	27,096	20,000	20,000	11,984	20,000
621	38242	SERVICE FEES	50,191	43,646	55,000	55,000	31,548	55,000
621	38260	BRIGHT ENERGY MRES	96,882	52,171	50,000	50,000	63,930	50,000
621	38261	BRIGHT ENERGY MRES(REFUNDS)	-96,882	-52,171	-50,000	-50,000	-63,930	-50,000
621	38290	ELECTRICAL OTHER	84,844	21,831	25,000	25,000	24,775	25,000
621	38240	WATER DEPT METER READING	9,000	9,000	9,000	9,000	9,000	9,000
621	38280	SPP TRANSMISSION PAYMENT	0	0	384,000	792,000	701,606	1,056,000
621	39358	TRANSFER IN SURCHARGE RESERVE	267,051	279,985	335,976	317,730	302,040	334,917
624	39358	TRANSFER FPR RESERVE	0	0	0	260,231	260,231	0
621	39355	BOND PROCEEDS	0	0	0	3,994,120	3,994,121	0
621	39595	APPROPRIATION FROM RESERVE	<u>0</u>	<u>0</u>	<u>5,917,691</u>	<u>1,001,414</u>	<u>0</u>	<u>407,061</u>
ELECTRIC FUND REVENUES			6,644,454	6,935,753	13,088,967	13,011,495	11,849,735	8,546,778
ELECTRIC RESERVE								
622	36110	INTEREST ON BOND RESERVE	24,946	31,699	26,340	32,000	46,408	23,000
623	36110	INTEREST ON INVESTMENTS	4,875	5,812	5,400	6,000	4,082	6,000
623	36113	INTEREST REFUND	<u>120,509</u>	<u>118,075</u>	<u>115,225</u>	<u>115,366</u>	<u>115,273</u>	<u>112,250</u>
ELECTRIC RESERVE TOTAL			150,330	155,586	146,965	153,366	165,764	141,250
ELECTRIC TOTAL REVENUE			6,794,784	7,091,339	13,235,932	13,164,861	12,015,499	8,688,028

ELECTRIC BILLING

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES								
621	41420	1100 WAGES	67,668	71,692	78,060	74,382	74,434	78,831
621	41420	1101 OVERTIME	169	71	320	320	170.66	640
621	41420	1200 FICA	5,011	5,246	5,996	5,715	5,552	6,079
621	41420	1300 RETIREMENT	3,947	4,271	4,703	4,482	4,474	4,768
621	41420	1400 WORKMEN'S COMPENSATION	144	138	149	148	148	151
621	41420	1900 INSURANCE	<u>9,876</u>	<u>10,446</u>	<u>10,015</u>	<u>10,013</u>	<u>10,835</u>	<u>11,533</u>
SUBTOTAL			86,815	91,864	99,243	95,060	95,614	102,002
OPERATING EXPENSES								
621	41420	2200 PROFESSIONAL SERVICES	2,442	1,143	616	1,400	1,063.2	1,596
621	41420	2530 EQUIPMENT REPAIR	15,719	13,013	12,998	16,038	18,002	13,741
621	41420	2611 OFFICE SUPPLIES	3,856	2,085	3,728	3,728	4,190	3,912
621	41420	2615 COPY SUPPLIES	280	301	320	320	412.62	320
621	41420	2616 POSTAGE	8,693	8,434	7,426	7,426	8,199	7,426
621	41420	2700 TRAVEL & TRAINING	170	260	1,104	744	361	1,104
621	41420	2850 TELEPHONE	<u>714</u>	<u>649</u>	<u>856</u>	<u>856</u>	<u>668</u>	<u>792</u>
SUBTOTAL			31,874	25,885	27,048	30,512	32,896	28,891
CAPITAL OUTLAY								
621	41420	3500 FURNITURE & EQUIPMENT	0	0	480	8,282	7,602	480
621	41420	3811 COMPUTER EXPENDITURES	<u>0</u>	<u>0</u>	<u>480</u>	<u>8,282</u>	<u>7,602</u>	<u>480</u>
SUBTOTAL			0	0	480	8,282	7,602	480
ELECTRIC BILLING TOTAL			118,689	117,749	126,771	133,854	136,112	131,373

PURCHASE OF POWER

The Western Area Power Administration (WAPA) is the primary power supplier for the City of Vermillion. The balance of the City's needs is supplied by our supplemental power provider, Missouri River Energy Services. (MRES).

OF INTEREST:

In 2017, construction on the new N.E. Substation began. The substation will be energized in spring of 2018. In 2017, the city began to receive transmission assets from the Southwest Power Pool (SPP). The exact amount of the payments is yet to be determined.

EXPENSE HIGHLIGHTS:

- 2521- Transmission line supplies and equipment
- 2522- Transmission line maintenance
- 2622 - Electricity purchased from WAPA
- 2623 - Electricity purchased from MRES
- 2990 - Dues to MRES for purchase of power, Municipal League dues, etc.
- 2991 - Water Heater Rebate Program

ELECTRIC POWER PLANT

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
OPERATING EXPENSES									
621	43410	2110	FIRE INSURANCE	4,438	4,588	5,500	5,500	5,142	5,700
621	43410	2130	LIABILITY INSURANCE	24,815	26,669	30,000	30,000	26,584	30,000
621	43410	2150	BOILER INSURANCE	1,773	1,277	2,200	450	436	500
621	43410	2200	PROFESSIONAL SERVICES & FEES	0	0	1,300	1,300	142	1,000
621	43410	2520	SUPPLIES, REPAIRS, & MAINTANCE	5,818	10,485	9,210	9,210	4,017	10,000
621	43410	2521	TRANSMISSION LINE SUPPLIES	0	56	70,000	10,000	0	10,000
621	43410	2522	TRANSMISSION LINE MAINTENANCE	815	78,305	50,000	80,000	35,944	50,000
621	43410	2612	OPERATING SUPPLIES	77	369	600	600	162	600
621	43410	2613	CLEANING SUPPLIES & SERVICE	10,613	11,004	11,025	11,025	5,562	11,500
621	43410	2622	FIRM PURCHASE OF POWER	1,413,159	1,415,211	1,266,400	1,292,900	1,292,925	1,059,400
621	43410	2623	SUPPLEMENTAL PURCHASE OF POWER	1,553,976	1,757,339	1,802,300	1,822,200	1,836,665	1,967,300
621	43410	2810	ELECTRICITY	12,854	12,945	14,000	14,000	11,543	14,000
621	43410	2820	WATER	432	646	500	1,120	894	1,150
621	43410	2830	SEWER	501	520	525	1,180	1,178	1,225
621	43410	2840	GAS	2,672	2,020	6,000	4,000	1,805	4,000
621	43410	2850	TELEPHONE	0	225	650	650	499	650
621	43410	2860	REFUSE COLLECTION	722	702	900	900	702	900
621	43410	2990	OTHER CURRENT EXPENSES	5,461	5,531	8,750	8,750	5,026	8,750
621	43410	2991	REBATE PROGRAM	<u>7,390</u>	<u>4,051</u>	<u>10,000</u>	<u>10,000</u>	<u>1,574</u>	<u>10,000</u>
SUBTOTAL				3,045,516	3,331,943	3,289,860	3,303,785	3,230,799	3,186,675
CAPITAL OUTLAY									
621	43410	3500	FURNITURE & MINOR EQUIPMENT	<u>1,316</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
SUBTOTAL				1,316	0	5,000	5,000	0	5,000
ELECTRIC POWER PLANT TOTAL				3,046,832	3,331,943	3,294,860	3,308,785	3,230,799	3,191,675

ELECTRIC DISTRIBUTION

Vermillion Light and Power consists of one superintendent, one electrical contractor, one lineman supervisor, two lead linemen, two journeyman linemen, one apprentice lineman, and one electric operations specialist. The department maintains, repairs and upgrades, the electric distribution system in the City and maintains and installs electrical equipment in City facilities. The department ensures the demand for electrical power is kept at the lowest reasonable cost while maintaining reliability of services.

OF INTEREST:

In the early 1990's the city decided to do some major upgrades to our electrical system. In the spring of 2017, we took down the last of our overhead high voltage wires; we are now 100% underground.

In 2017, two new distribution circuits that go to the new substation were finished. These circuits will be energized in the spring of 2018.

Gateways (antennas) throughout the city were installed in 2017 as the start of the Advanced Metering Infrastructure (AMI) project.

In 2017, our LED street light conversion reached the halfway point, which included all of Cherry St.

In 2018, we will convert approximately 900 meters to Radio Frequency (RF) Meters. These meters will allow us to read meters and turn customers' power on or off from the Finance Office. Additionally, we will continue our LED street light conversion, with 275 lights to be replaced throughout the city.

EXPENSE HIGHLIGHTS:

- 2200 - Professional services; sub and breaker testing, software support, thermal imaging, etc.
- 2300 - Publishing and advertising to promote public power.
- 2629 - Electrical supplies to maintain adequate electrical system. This includes maintaining and upgrading existing overhead and underground electric lines on the distribution system and any other unforeseen maintenance or minor construction due to building construction.
- 2615 - Minor Equipment
- 2700 - The department is a member of the Minnesota Municipal Utilities Association as part of an ongoing safety training program.
- 3500 - Minor equipment.
- 3810 - New construction and underground conversion.
LED street light conversion.
AMI program.
- 5522 - Engineering Services for new projects.

ELECTRIC DISTRIBUTION

			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
			PERSONNEL SERVICES						
621	43420	1100	WAGES	679,269	688,739	736,763	729,781	701,432	719,186
621	43420	1101	OVERTIME	12,380	14,232	19,500	19,500	7,785	15,000
621	43420	1200	FICA	51,244	48,912	57,854	56,636	51,281	56,165
621	43420	1300	RETIREMENT	39,802	37,941	42,450	41,495	40,356	44,051
621	43420	1400	WORKMEN'S COMPENSATION	9,640	9,503	10,448	9,947	9,947	10,146
621	43420	1900	INSURANCE	<u>69,594</u>	<u>66,209</u>	<u>70,602</u>	<u>70,041</u>	<u>71,421</u>	<u>84,775</u>
			SUBTOTAL	861,929	865,536	937,617	927,400	882,221	929,323
			OPERATING EXPENSES						
621	43420	2120	FLEET INSURANCE	8,369	5,064	11,000	11,000	9,363	11,000
621	43420	2192	INLAND MARINE INSURANCE	805	418	1,000	1,000	249	1,000
621	43420	2200	PROFESSIONAL SERVICES & FEES	19,940	16,071	43,500	43,500	22,687	66,500
621	43420	2300	PUBLISHING & ADVERTISING	7,794	4,719	7,500	7,500	4,579	7,500
621	43420	2510	MOTOR VEHICLE REPAIR & MAINT.	2,492	3,058	7,500	7,500	5,130	7,500
621	43420	2520	SUPPLIES REPAIRS & MAINT.	3,601	2,683	3,800	3,800	2,806	4,000
621	43420	2530	EQUIPMENT REPAIR & MAINT.	25,033	30,756	28,800	28,000	26,697	32,000
621	43420	2590	OTHER REPAIR & MAINTENANCE	6,869	5,263	7,000	7,000	6,849	7,000
621	43420	2611	OFFICE SUPPLIES	3,429	3,340	3,000	3,000	2,971	3,500
621	43420	2612	OPERATING SUPPLIES & MATERIALS	4,989	4,688	4,500	4,500	3,380	5,000
621	43420	2614	MOTOR VEHICLE FUEL & SUPPLIES	13,858	10,936	18,000	15,000	13,803	16,000
621	43420	2615	COPY SUPPLIES	314	606	1,000	1,000	2	1,000
621	43420	2616	POSTAGE	567	398	1,000	1,000	247	1,000
621	43420	2617	MAGAZINES	26	26	100	100	26	100
621	43420	2618	CHEMICALS	0	40	600	600	0	100
621	43420	2619	UNIFORMS	11,252	10,072	15,000	15,000	12,077	15,000
621	43420	2629	OTHER SUPPLIES & MATERIALS	67,943	39,565	80,000	80,000	36,312	80,000
621	43420	2700	TRAVEL & TRAINING	12,771	14,032	17,850	17,850	16,754	17,850
621	43420	2850	TELEPHONES	3,443	2,614	3,000	3,000	2,732	3,000
621	43420	2900	VEHICLE EQUIPMENT RENTAL	81,980	80,601	94,519	94,519	94,519	94,407
621	43420	2992	TREE PROGRAM	<u>2,015</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
			SUBTOTAL	277,490	234,950	353,669	349,869	261,182	378,457
			CAPITAL OUTLAY						
621	43420	3200	BUILDINGS & STRUCTURES	0	0	0	0	0	0
621	43420	3500	FURNITURE & MINOR EQUIPMENT	2,544	11,593	16,000	16,000	11,303	8,200
621	43420	3810	ELECTRIC CONSTRUCTION	294,763	269,704	770,000	520,000	395,354	782,000
621	43420	3811	LOAD MANAGEMENT EXPENSES	36,115	625	33,000	45,000	42,034	35,000
621	43420	3900	OTHER CAPITAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>593</u>	<u>0</u>
			SUBTOTAL	333,422	281,922	819,000	591,000	449,284	825,200
			DEBT SERVICE						
621	43420	4100	PRINCIPAL	0	0	0	0	0	0
623	43420	4100	PRINCIPAL	200,000	205,000	345,000	210,000	210,000	220,000
624	43420	4100	PRINCIPAL	0	0	0	170,000	170,000	150,000
623	43420	4200	INTEREST	371,163	362,963	473,149	354,045	354,045	344,490
624	43420	4200	INTEREST	0	0	0	109,591	109,590	127,143
623	43420	4300	FISCAL AGENT FEES	4,500	4,500	6,500	4,500	4,500	4,500
624	43420	4300	FISCAL AGENT FEES	0	0	0	2,000	700	2,000
621	43420	4400	APPROPRIATION TO RESERVE	0	0	0	0	0	0
624	43420	4400	APPROPRIATION TO RESERVE	0	0	0	260,231	0	0
621	43420	4490	RESERVE FOR SPP	0	0	0	792,000	0	1,056,000
621	43420	4500	BOND ISSUANCE COSTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>86675</u>	<u>86675</u>	<u>0</u>
			SUBTOTAL	575,663	572,463	824,649	1,989,042	935,510	1,904,133
			TRANSFERS & RESERVES						
622	43420	6100	TRANSFER INTEREST	0	0	26,340	0	0	0
621	43420	4550	BOND RESERVE	0	0	0	0	0	0
621	43420	6100	TRANSFER TO GENERAL FUND	803,117	803,117	803,117	803,117	803,117	803,117
623	43420	6100	TRANSFER TO ELECTRIC FUND	267,051	279,985	335,976	261,321	248,333	270,160
622	43420	6100	TRANSFER INTEREST TO ELEC	0	0	26,340	32,000	0	23,000
624	43420	6100	TRANSFER TO ELECTRIC FUND	0	0	0	56,409	0	64,757
621	43420	6105	ENGINEERING FEES GENERAL FUND	81,833	81,833	81,833	81,833	81,833	81,833
621	43420	6106	TRANSFER TO SURCHARGE RES	0	0	0	260,231	260,231	0
621	43420	6110	TRANSFER TO EQUIPMENT REPLACEMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			SUBTOTAL	1,152,001	1,164,935	1,273,606	1,494,911	1,393,513	1,242,867
			ELECTRIC CONSTRUCTION						
621	43420	5522	ENGINEERING	84,257	196,733	120,000	170,000	182,887	65,000
621	43420	5540	CONSTRUCTION CONTRACTS	<u>582,149</u>	<u>4,485</u>	<u>5,512,100</u>	<u>4,200,000</u>	<u>2,568,305</u>	<u>20,000</u>
			SUBTOTAL	666,406	201,218	5,632,100	4,370,000	2,751,192	85,000
			ELECTRIC DISTRIBUTION TOTAL	7,032,432	6,770,716	13,262,272	13,164,861	10,039,814	8,688,028

<u>WATER FUND REVENUE</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
631	38100	METER DEPOSITS	0	0	0	0	0	0
631	38111	METERED WATER SALES	1,426,037	1,515,683	1,515,000	1,583,000	1,600,009	1,585,000
633	38111	METERED WATER SALES FOR DEBT	272,428	266,619	270,000	267,000	266,591	268,000
631	36110	INTEREST ON INVESTMENTS	2,267	4,532	4,125	7,000	7,902	7,000
631	36111	TRANSFER IN RESERVE INTEREST	0	0	2,200	2,300	0	2,300
631	38121	BULK WATER SALES	381	238	400	200	214	200
631	36210	RENTAL	3,497	2,777	2,775	2,775	3,020	2,775
631	38131	SALE OF MATERIAL	22,813	13,253	20,000	20,000	8,370	20,000
631	38142	SERVICE FEES	10,662	10,493	11,000	11,000	10,070	11,000
631	38151	WATER TAP FEES	11,175	11,592	12,000	12,000	2,069	12,000
631	38152	IN LIEU OF SPECIAL ASSESSMENTS	0	354	500	500	0	500
631	36306	INTEREST 2006 ASSESSMENTS	118	59	0	0	0	0
631	38190	WATER OTHER REVENUE	1,469	4,692	3,000	4,000	3,920	3,000
631	39355	STATE REVOLVING LOAN	0	0	0	0	0	0
631	39121	SA BONDS	0	0	0	0	0	0
631	39107	CONTRIBUTED CAPITAL	0	0	0	0	0	0
631	39358	TRANSFER IN SURCHARGE	73,563	30,997	34,371	31,580	31,713	32,581
631	33110	GRANTS	7,000	0	0	0	0	0
631	39595	APPROPRIATION FROM RESERVE	0	0	44,645	0	0	31,030
WATER REVENUE TOTAL			1,831,410	1,861,289	1,920,016	1,941,355	1,933,879	1,975,386
WATER RESERVE								
632	36110	INTEREST ON INVESTMENTS	1,334	2,126	2,200	2,300	2,549	2,300
633	36110	INTEREST ON INVESTMENTS	22	46	40	250	790.3	250
WATER RESERVE TOTAL			1,356	2,172	2,240	2,550	3,340	2,550
WATER TOTAL REVENUE			1,832,766	1,863,461	1,922,256	1,943,905	1,937,218	1,977,936

<u>WATER BILLING</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES								
631	41420	1100 WAGES	59,953	63,419	68,302	65,084	65,840	68,977
631	41420	1101 OVERTIME	0	0	280	280	87	560
631	41420	1200 FICA	4,429	4,635	5,247	5,000	4,906	5,320
631	41420	1300 RETIREMENT	3,487	3,774	4,115	3,922	3,953	4,172
631	41420	1400 WORKMEN'S COMPENSATION	126	121	130	130	130	132
631	41420	1900 INSURANCE	8,703	9,213	8,763	8,762	9,562	10,092
SUBTOTAL			76,698	81,162	86,837	83,178	84,479	89,253
OPERATING EXPENSES								
631	41420	2200 PROFESSIONAL SERVICES	1,806	686	539	1225	713.8	1397
631	41420	2530 EQUIPMENT REPAIR	11,421	11,387	11,374	14,034	15,752	12,023
631	41420	2611 OFFICE SUPPLIES	2,551	1,825	3,262	3,262	2,727	3,423
631	41420	2615 COPY SUPPLIES	245	264	280	280	361	280
631	41420	2616 POSTAGE	5,224	5,042	6,498	6,498	4,871	6,498
631	41420	2700 TRAVEL & TRAINING	149	228	966	651	316	966
631	41420	2850 TELEPHONE	625	568	749	749	584	693
SUBTOTAL			22,021	20,000	23,668	26,699	25,325	25,280
CAPITAL OUTLAY								
631	41420	3500 FURNITURE & EQUIPMENT EXPENSES	0	0	0	0	0	0
631	41420	3811 COMPUTER EXPENDITURES	0	0	420	5,803	5,208	420
SUBTOTAL			0	0	420	5,803	5,208	420
WATER BILLING TOTAL			98,719	101,162	110,925	115,680	115,012	114,953

WATER TREATMENT

The City of Vermillion Water Department's Water Treatment program is responsible for the operation of the water plant and involves six full-time employees, one superintendent and five operators to provide treatment service seven days a week from 5 a.m. to 9 p.m. The department maintains a dependable, as well as, uninterrupted water treatment and delivery service to Vermillion users.

OF INTEREST:

In 2017, the Water Treatment Plant was recognized by the state DENR for its excellent water quality. The Water Department tests for pH, chlorine, acidity, alkalinity, total hardness, calcium hardness and fluoride every three to four hours during operation. A fluoride sample is sent to the State Health Lab every week. Ten bacteriological samples from various sites around the city are sent to the State Health Lab every month. The Plant also tests eight regulated and 51 unregulated volatile organic chemicals as well as synthetic organic chemicals. The Water Department now collects 30 samples to be tested for lead and copper to meet Federal Drinking Water Standards (every three years).

EXPENSE HIGHLIGHTS:

- 2530 - Cost of equipment repairs
- 2618 - Treatment Chemicals
- 2810 - Cost of electricity

WATER TREATMENT

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES								
631	43330	1100	282,885	251,372	331,169	300,979	294,385	353,639
631	43330	1101	12,880	11,858	18,514	18,154	14,849	18,950
631	43330	1200	21,922	17,989	26,751	24,441	23,331	26,109
631	43330	1300	17,733	14,058	20,981	19,170	18,554	20,477
631	43330	1400	5,460	5,443	6,150	6,160	6,160	6,012
631	43330	1900	<u>39,173</u>	<u>30,244</u>	<u>40,382</u>	<u>40,382</u>	<u>38,299</u>	<u>46,297</u>
SUBTOTAL			380,053	330,964	443,947	409,286	395,578	471,484
OPERATING EXPENSES								
631	43330	2110	8,527	9,670	10,500	11,050	10,718	11,050
631	43330	2130	5,646	6,653	6,000	6,700	6,981	6,700
631	43330	2150	2,889	2,452	2,900	850	837	900
631	43330	2200	9,987	19,836	10,000	10,000	7,300	10,000
631	43330	2300	610	498	1,000	1,000	1,013	1,000
631	43330	2530	29,699	30,414	30,000	30,000	37,694	30,000
631	43330	2540	1,888	1,285	2,000	2,000	3,594	2,000
631	43330	2590	0	61	1,000	500	282	500
631	43330	2611	612	284	900	900	1,861	900
631	43330	2612	2,554	3,367	3,000	3,000	2,824	3,000
631	43330	2613	360	160	500	4,400	4,164	5,100
631	43330	2614	1,175	819	1,500	1,500	1,154	1,500
631	43330	2615	59	39	300	300	39	300
631	43330	2616	246	0	300	300	4	300
631	43330	2618	231,360	219,490	230,000	230,000	245,705	230,000
631	43330	2619	520	910	1,500	1,500	157	1,500
631	43330	2629	283	3,248	3,000	3,000	2,077	3,000
631	43330	2700	2,326	1,161	4,000	4,000	4,736	4,000
631	43330	2810	85,754	85,886	84,000	87,500	86,158	87,500
631	43330	2840	5,897	4,643	10,000	10,000	5,116	10,000
631	43330	2850	2,039	2,523	2,000	2,000	2,516	2,000
631	43330	2860	936	936	1,000	1,000	936	1,000
631	43330	2900	<u>2,782</u>	<u>2,579</u>	<u>2,723</u>	<u>2,723</u>	<u>2,723</u>	<u>2,954</u>
SUBTOTAL			396,149	396,914	408,123	414,223	428,589	415,204
CAPITAL OUTLAY								
631	43330	3100	0	0	0	0	0	0
631	43330	3200	0	0	125,000	85,000	49228.78	35000
631	43330	3500	<u>5,000</u>	<u>983</u>	<u>5,000</u>	<u>5,000</u>	<u>1,509</u>	<u>5,000</u>
SUBTOTAL			5,000	983	130,000	90,000	50,738	40,000
DEBT SERVICE & TRANSFERS								
631	43330	4100	130,643	134,570	138,029	138,030	138,029	142,208
633	43330	4100	172,054	176,396	180,847	180,848	180,847	185,411
631	43330	4200	56,494	52,532	48,446	48,446	48,446	44,268
633	43330	4200	63,615	59,273	54,822	54,822	54,821	50,258
631	43330	4400	0	0	0	64177	0	0
633	43330	4400	0	0	0	0	0	0
632	43330	6100	0	0	2,200	2,300	0	2,300
633	43330	6100	73,563	30,997	34,371	31,580	31,713	32,581
631	43330	6100	2,306	2,306	2,306	2,306	2,306	2,306
631	43330	6105	27,277	27,277	27,277	27,277	27,277	27,277
631	43330	6200	9,000	9,000	9,000	9,000	9,000	9,000
631	43330	6201	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL			534,952	492,351	497,298	558,786	492,440	495,609
WATER TREATMENT TOTAL			1,316,154	1,221,212	1,479,368	1,472,295	1,367,345	1,422,297

WATER DISTRIBUTION

This division, consisting of two full-time operators plus seasonal help, is responsible for the maintenance and repair of the water distribution mains, water meters, fire hydrants, storage reservoirs, five water supply wells, and three lime sludge lagoons.

OF INTEREST:

The challenge of the Water Distribution program is to stay ahead of problems in over forty-nine miles of water line whose service age may vary from one to seventy-five years old. Since 1969, the Water Department has replaced 53,633 feet of water main, and installed 125,272 feet of new water main.

In 2017, the City replaced 8-inch cast iron pipe (CIP) water main under the Highway 50 Bypass at N. Norbeck Street with 8 inch PVC water main. Also in 2017, the Water Department replaced water main on Franklin Street from W. Dartmouth Street to Princeton Avenue. Also in 2017, the Water Department replaced water main on Carr Street from W. Main to W. Cedar.

In 2018, the Water Department plans on replacing water main on Walnut Street. from W. Main to W. Cedar. Also in 2018 the Water Department plans on relocating a 12" water main to the ROW on Bloomingdale Street.

EXPENSE HIGHLIGHTS:

3800 - Water Main Replacement projects

WATER DISTRIBUTION

			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES									
631	43340	1100	WAGES	85,687	118,526	95,421	95,421	99,817	103,773
631	43340	1101	OVERTIME	1,840	3,984	8,862	8,862	2,197	8,505
631	43340	1200	FICA	5,892	8,693	7,978	7,978	7,156	8,589
631	43340	1300	RETIREMENT	5,048	7,056	5,955	5,922	5,654	6,463
631	43340	1400	WORKMEN'S COMPENSATION	1,737	1,753	1,822	1,822	1,822	1,962
631	43340	1900	INSURANCE	<u>15,609</u>	<u>17,610</u>	<u>16,778</u>	<u>16,778</u>	<u>13,213</u>	<u>19,247</u>
			SUBTOTAL	115,813	157,622	136,816	136,783	129,859	148,539
OPERATING EXPENSES									
631	43340	2120	FLEET INSURANCE	1,162	463	1,250	1,250	1,075	1,250
631	43340	2192	INLAND MARINE INSURANCE	224	117	300	300	83.42	300
631	43340	2200	PROFESSIONAL SERVICES & FEES	14,789	11,816	15,000	15,000	9,797	15,000
631	43340	2201	STATE FEES	4,465	4,250	4,500	4,500	4,200	4,500
631	43340	2400	RENTAL	3,644	2,930	2,000	2,000	0	2,000
631	43340	2510	MOTOR VEHICLE REPAIR & MAINT.	3,541	21,370	3,000	3,000	1,716	3,000
631	43340	2520	SUPPLIES REPAIRS & MAINT.	13,304	4,385	16,000	16,000	13,720	16,000
631	43340	2530	EQUIPMENT REPAIR & MAINTENANCE	1,524	208	2,500	2,500	1,868	2,500
631	43340	2540	BUILDING REPAIR & MAINT.	2,583	1,137	2,500	2,500	588	2,500
631	43340	2550	STREET REPAIR & MAINTENANCE	9,055	4,148	5,000	5,000	3,609	5,000
631	43340	2590	OTHER REPAIR & MAINTENANCE	10,898	11,098	20,000	20,000	20,131	20,000
631	43340	2612	OPERATING SUPPLIES & MATERIALS	2,948	3,220	3,500	3,500	3,060	3,500
631	43340	2614	MOTOR VEHICLE FUEL & SUPPLIES	8,324	5,789	10,500	10,500	5,779	10,500
631	43340	2616	POSTAGE	13	8	500	500	11	500
631	43340	2619	UNIFORMS	470	781	800	800	165	800
631	43340	2629	OTHER SUPPLIES & MATERIALS	16,006	18,974	20,000	20,000	16,030	20,000
631	43340	2700	TRAVEL & TRAINING	844	2,758	3,000	3,000	3,110	3,000
631	43340	2840	GAS	1,041	925	2,500	2,500	961	2,500
631	43340	2900	VEHICLE EQUIPMENT RENTAL	<u>12,545</u>	<u>13,544</u>	<u>14,297</u>	<u>14,297</u>	<u>14,297</u>	<u>14,297</u>
			SUBTOTAL	107,380	107,921	127,147	127,147	100,200	127,147
CAPITAL OUTLAY									
631	43340	3200	WATER MAIN HYDRANTS	0	0	25,000	25,000	23,916	25,000
631	43340	3500	FURNITURE & MINOR EQUIPMENT	5,505	3,697	5,000	5,000	528	5,000
631	43340	3501	WATER METERS	10,493	16,856	20,000	20,000	8,332	25,000
631	43340	3800	WATER MAIN REPLACEMENT	189,576	28,101	18,000	42,000	44,945	35,000
631	43340	3801	NEW WATER MAINS	0	0	0	0	0	0
631	43340	3900	OTHER CAPITAL EXPENDITURES	<u>18,848</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,000</u>
			SUBTOTAL	224,422	48,654	68,000	92,000	77,721	165,000
WATER DISTRIBUTION TOTAL									
				447,615	314,197	331,963	355,930	307,779	440,686

WATER FUND TOTALS

2015	2016	2017	2017	2017	2018
ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
1,862,488	1,636,571	1,922,256	1,943,905	1,790,136	1,977,936

WASTEWATER FUND REVENUE

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
641	38311	SEWER CHARGES	1,514,528	1,581,469	1,628,000	1,638,000	1,620,313	1,641,000
643	38111	SEWER SURCHARGE FOR DEBT SERVICE	330,834	332,122	332,000	336,000	335,576	336,000
641	38390	SEWER OTHER	3,677	2,788	2,000	2,000	3,737	2,000
641	38351	SEWER TAP FEES	1,338	750	4,000	4,000	350	4,000
641	38352	IN LIEU OF SPECIAL ASSESSMENTS	2,656	3,437	2,800	2,800	50	2,800
641	36110	INTEREST ON INVESTMENTS	3,685	8,226	7,100	10,500	13,913	10,500
641	36111	TRANSFER IN RESERVE INTEREST	0	0	1,200	2,450	0	2,450
641	36303	INTEREST 2003 ASSESSMENT	0	0	0	0	0	0
641	36306	INTEREST 2006 ASSESSMENT	71	36	0	0	0	0
641	36310	INTEREST 2010 ASSESSMENT	0	0	0	0	0	0
641	33110	GRANTS	0	0	515,000	401,100	322,772	41000
641	39107	CONTRIBUTED CAPITAL	0	0	0	0	0	0
641	39121	SPECIAL ASSESSMENTS-BONDS	0	0	0	0	0	0
641	39595	APPROPRIATION FROM RESERVE	0	0	33,026	48,265	0	560156
641	39355	STATE REVOLVING FUND	0	0	293,000	812,000	370,254	0
641	39358	TRANSFER IN SURCHARGE	<u>39,830</u>	<u>41,131</u>	<u>41,007</u>	<u>45,185</u>	<u>45,035</u>	<u>45,186</u>
WASTEWATER REVENUES TOTAL			1,896,619	1,969,959	2,859,133	3,302,300	2,712,001	2,645,092
WASTEWATER RESERVE								
642	36110	INTEREST ON INVESTMENTS	908	1,281	1,200	2,450	2,650	2450
643	36110	INTEREST ON INVESTMENTS	<u>10</u>	<u>23</u>	<u>20</u>	<u>200</u>	<u>472.5</u>	<u>200</u>
RESERVE TOTAL			918	1,304	1,220	2,650	3,123	2,650
WASTEWATER TOTAL REVENUE			1,897,537	1,971,263	2,860,353	3,304,950	2,715,123	2,647,742

WASTEWATER BILLING

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES								
641	41420	1100 WAGES	41,608	44,270	48,787	46,489	45,876	49,269
641	41420	1101 OVERTIME	106	44	200	200	104.26	400
641	41420	1200 FICA	3,080	3,241	3,748	3,572	3,421	3,800
641	41420	1300 RETIREMENT	2,429	2,638	2,939	2,801	2,757	2,980
641	41420	1400 WORKMEN'S COMPENSATION	90	86	93	93	93	95
641	41420	1900 INSURANCE	<u>6,111</u>	<u>6,456</u>	<u>6,259</u>	<u>6,258</u>	<u>6,690</u>	<u>7,208</u>
SUBTOTAL			53,424	56,735	62,026	59,413	58,942	63,752
OPERATING EXPENSES								
641	41420	2200 PROFESSIONAL SERVICES	1,289	489	385	875	509	998
641	41420	2530 EQUIPMENT REPAIR	7,706	8,133	8,124	10,024	11,252	8,588
641	41420	2611 OFFICE SUPPLIES	2,136	1,303	2,330	2,330	2,306	2,445
641	41420	2615 COPY SUPPLIES	175	188	200	200	257.86	200
641	41420	2616 POSTAGE	4,606	4,455	4,641	4,641	4,317	4,641
641	41420	2700 TRAVEL & TRAINING	106	163	690	465	226	690
641	41420	2850 TELEPHONE	<u>446</u>	<u>406</u>	<u>535</u>	<u>535</u>	<u>417</u>	<u>495</u>
SUBTOTAL			16,464	15,137	16,905	19,070	19,284	18,057
CAPITAL OUTLAY								
641	41420	3500 FURNITURE & EQUIPMENT						
641	41420	3811 COMPUTER EXPENDITURES	<u>0</u>	<u>0</u>	<u>300</u>	<u>2770</u>	<u>2345.24</u>	<u>300</u>
SUBTOTAL			0	0	300	2,770	2,345	300
WASTEWATER BILLING TOTAL			69,888	71,872	79,231	81,253	80,571	82,109

WASTEWATER COLLECTION

The responsibility of this division, composed of two full-time workers and one part-time summer utility maintenance worker, is to maintain and repair the sewage collection system, clean one-third to one-half of the sanitary lines each year, maintain the seven lift stations and the storm sewer system.

OF INTEREST:

In 2017, manhole rehabilitation continued, utilizing strong back cement and epoxy coating. Phase I and Phase II of the Sanitary Sewer System Study were completed. Construction of the Prentis Street Lift Station and Downstream Sewer Improvements project began in May of 2017. The sewer replacement portion of the project was completed and placed back in operation in August of 2017. The lift station portion of the project experienced some delays, and while the lift station has been installed, it will not be operational until spring of 2018. Total project completion is scheduled for June of 2018. A second full-time employee was hired in the summer of 2017.

In 2018, completion of the Prentis Lift Station and Downstream Sewer Improvement project is scheduled for June. Manhole rehab will continue utilizing strong back cement and epoxy coating. A new locator will be purchased to ease the process of locating the wastewater infrastructure. Following up on recommendations given with Phase I of the Sanitary Sewer Study, we will begin repairs and rehabilitation of the older lift stations in the City to extend their useful life. Phase 2 of the Sanitary Sewer Study identified problem sewer basins in the collection system concerning I&I. Staff will utilize video inspections and smoke testing to pin point and eliminate sources of I&I.

EXPENSE HIGHLIGHTS:

- 2530- Repair/replace equipment and infrastructure at the lift stations.
- 2590 - Epoxy coating of sewer manholes. Replacement of sewer manhole rings, and covers.
- 3500 - WW contribution for Total Robotic Station, GIS upgrades (Engineering), and locator
- 3800 - Prentis Lift Station and Downstream Sewer Improvement project.

<u>WASTEWATER COLLECTION</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
641	43252	1100	WAGES	41,837	42,268	51,578	51,578	56,947	59,410
641	43252	1101	OVERTIME	2,819	2,789	8,600	8,600	3,943	10,000
641	43252	1200	FICA	3,415	3,418	4,604	4,604	4,621	5,310
641	43252	1300	RETIREMENT	2,667	2,700	3,214	3,214	3,492	3,776
641	43252	1400	WORKMEN'S COMPENSATION	816	809	843	844	844	973
641	43252	1900	INSURANCE	<u>6,618</u>	<u>6,724</u>	<u>6,728</u>	<u>6,728</u>	<u>8,480</u>	<u>7,714</u>
SUBTOTAL				58,172	58,708	75,567	75,568	78,326	87,183
OPERATING EXPENSES									
641	43252	2110	FIRE INSURANCE	6,588	6,675	7,000	7,800	7,424	8,200
641	43252	2150	BOILER INSURANCE	1,429	1,092	1,600	400	373	450
641	43252	2200	PROFESSIONAL SERVICES & FEES	22,183	8,843	62,000	93,600	83,703	12,000
641	43252	2300	PUBLISHING & ADVERTISING	0	488	500	500	485	500
641	43252	2400	RENTAL	0	0	300	300	0	300
641	43252	2510	MOTOR VEHICLE REPAIR & MAINT.	2,687	993	5,000	6,000	14,633	5,000
641	43252	2530	LIFT STATION REPAIR & MAINT.	61,967	46,731	50,000	50,000	20,367	90,000
641	43252	2590	SANITARY SEWER REPAIR & MAINT.	51,999	46,903	50,000	50,000	48,692	50,000
641	43252	2612	OPERATING SUPPLIES & MATERIAL	4,907	5,480	3,500	3,500	2,507	3,500
641	43252	2613	CLEANING SUPPLIES & MATERIALS	0	1,068	500	500	4	500
641	43252	2614	MOTOR VEHICLE FUEL & SUPPLIES	4,316	4,078	7,500	7,500	4,662	7,500
641	43252	2618	CHEMICALS	7,156	6,383	6,000	6,000	2,327	6,000
641	43252	2619	UNIFORMS	279	242	300	300	616	300
641	43252	2629	OTHER SUPPLIES & MATERIALS	783	874	1,000	1,000	593	1,000
641	43252	2810	ELECTRICITY	19,113	21,413	19,000	22,000	21,926	23,000
641	43252	2840	GAS	531	482	1,000	1,000	538	1,000
641	43252	2900	VEHICLE EQUIPMENT RENTAL	<u>29,963</u>	<u>37,709</u>	<u>45,410</u>	<u>45,410</u>	<u>45,410</u>	<u>45,410</u>
SUBTOTAL				213,901	189,454	260,610	295,810	254,259	254,660
CAPITAL OUTLAY									
641	43252	3100	LAND	0	0	0	79,950	80,444	0
641	43252	3500	FURNITURE & MINOR EQUIPMENT	765	6,043	1,000	1,000	559	12,500
641	43252	3800	SANITARY SEWER CONSTRUCTION	<u>0</u>	<u>81,523</u>	<u>808,000</u>	<u>1,162,000</u>	<u>741,007</u>	<u>100,000</u>
SUBTOTAL				765	87,566	809,000	1,242,950	822,010	112,500
WASTEWATER COLLECTION TOTAL				272,838	335,728	1,145,177	1,614,328	1,154,595	454,343

WASTEWATER TREATMENT

This division is responsible for the operation of the Wastewater Treatment Plant and is composed of one laboratory technician, two treatment operators, and one part-time summer maintenance worker. The Wastewater Treatment Plant continues to play a key role in the protection of community health and the environment.

State takeover of the National Pollutant Discharge Elimination System caused a significant annual expenditure for state fees. Increasingly stringent regulations continue to play a major role in the operation of the department. The 1997 Surface Water Discharge Permit included ammonia limits. This resulted in the need for the plant to expand and add a soda ash feeding system for nutrient removal in 1997. This expansion required additional operational equipment at the plant that increased operational costs such as maintenance, electricity, water, chemicals, and testing. The City has applied to renew its Surface Water Discharge Permit, which expired in September of 2017. To date, the City has not been issued a new permit and is operating under an extension of our expired permit.

A small mechanical treatment facility was first put into operation in 1967 and was upgraded to an activated sludge facility in 1984; this system has been in continuous operation for nearly 30 years. In 2004, the assessment study concluded that the equipment at the facility was in need of improvements. Phase I improvements were completed in the fall of 2006; Phase II improvements were completed in 2011. These improvements allow for domestic wastewater growth over the next twenty years.

OF INTEREST:

In 2017, a new waste gas burner located outside of the digester building was purchased. Multiple minor maintenance projects were completed around the plant, including new diffusers in the aeration basins, new windows and paint in the control building. The screw pumps that were scheduled to be replaced were inspected and it was determined that replacement was not necessary. The sludge hauling and HVAC service contracts continued.

In 2018, we entered into an engineering agreement with Banner Associates for the design of a new dual fuel boiler and heat exchanger in the digester building; this is Phase II of the WWTF Process Boiler Project. Construction of this project has been scheduled for May of 2018 with final completion by December of 2018. The forklift and the skid loader are scheduled to be replaced with new pieces of equipment through the equipment replacement fund. The sludge hauling and HVAC service contracts are set to continue.

EXPENSE HIGHLIGHTS:

- 2200 - Sludge hauling and HVAC service contract.
- 2530- Equipment repair/replacements, Control upgrades and repairs
- 2590- Misc. Painting, Awning over UV Lighting
- 3200 - Boiler and Heat exchanger in Digester Building

WASTEWATER TREATMENT

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES									
641	43256	1100	WAGES	213,675	201,233	278,513	227,769	198,739	255,019
641	43256	1101	OVERTIME	19,359	15,797	20,000	20,000	15,952	20,000
641	43256	1200	FICA	15,462	15,262	22,836	18,954	15,144	21,039
641	43256	1300	RETIREMENT	12,715	12,810	17,533	14,488	12,228	16,501
641	43256	1400	WORKMEN'S COMPENSATION	4,098	4,019	4,266	4,269	4,269	3,933
641	43256	1900	INSURANCE	<u>30,885</u>	<u>29,815</u>	<u>36,976</u>	<u>30,248</u>	<u>28,403</u>	<u>42,403</u>
SUBTOTAL				296,194	278,936	380,124	315,728	274,737	358,895
OPERATING EXPENSES									
641	43256	2120	FLEET INSURANCE	4,974	2,920	5,000	3,500	4,319	3,800
641	43256	2130	LIABILITY INSURANCE	4,409	5,241	5,000	5,500	5,109	5,800
641	43256	2192	INLAND MARINE INSURANCE	340	175	400	200	98.74	200
641	43256	2200	PROFESSIONAL SERVICES & FEES	46,117	57,452	60,000	60,000	32,141	60,000
641	43256	2201	STATE FEES	10,500	10,550	10,500	10,550	10,550	10,550
641	43256	2300	PUBLISHING & ADVERTISING	324	153	500	500	286	500
641	43256	2510	MOTOR VEHICLE REPAIR & MAINT.	2,172	349	2,500	2,500	87	2,500
641	43256	2530	EQUIPMENT REPAIR & MAINT.	84,659	96,882	35,000	60,000	61,028	75,000
641	43256	2590	OTHER REPAIR & MAINTENANCE	14,842	18,229	20,000	20,000	20,075	20,000
641	43256	2611	OFFICE SUPPLIES	810	948	750	1,000	2,081	750
641	43256	2613	CLEANING SUPPLIES & SERVICES	5,609	4,268	6,000	6,000	7,910	8,000
641	43256	2614	MOTOR VEHICLE FUEL & SUPPLIES	2,894	2,775	5,500	5,500	3,763	5,500
641	43256	2615	COPY SUPPLIES	188	114	250	250	41	250
641	43256	2616	POSTAGE	205	25	250	250	14	250
641	43256	2617	MAGAZINES	0	0	350	350	0	350
641	43256	2618	LAB SUPPLIES & CHEMICALS	69,113	60,260	65,000	65,000	58,662	65,000
641	43256	2619	UNIFORMS	956	1,001	1,750	1,750	963	1,750
641	43256	2629	OTHER SUPPLIES & MATERIALS	8,794	2,546	2,500	2,500	2,325	2,500
641	43256	2700	TRAVEL & TRAINING	3,637	1,980	4,000	4,000	2,738	4,000
641	43256	2810	ELECTRICITY	70,625	73,629	72,000	74,000	75,157	75,000
641	43256	2820	WATER	4,494	11,607	15,000	15,000	21,498	15,000
641	43256	2830	SEWER	10,065	8,527	16,000	12,000	12,652	12,000
641	43256	2840	GAS	4,145	5,992	15,000	10,000	6,319	10,000
641	43256	2850	TELEPHONE	2,076	2,236	2,600	2,600	2,616	2,600
641	43256	2900	VEHICLE EQUIPMENT RENTAL	<u>8,303</u>	<u>7,014</u>	<u>8,846</u>	<u>8,846</u>	<u>8,846</u>	<u>9,896</u>
SUBTOTAL				360,251	374,873	354,696	371,796	339,275	391,196
CAPITAL OUTLAY									
641	43256	3200	CONSTRUCTION PLANT	0	0	270,000	279,000	29,291	675,000
641	43256	3500	FURNITURE & MINOR EQUIPMENT	4,040	0	20,000	20,000	4,659	20,000
641	43256	3811	COMPUTER EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				4,040	0	290,000	299,000	33,950	695,000
DEBT SERVICE & RESERVES									
641	43256	4100	PRINCIPAL	199,572	200,377	200,976	200,976	200,847	229,209
643	43256	4100	PRINCIPAL	178,365	184,233	190,294	190,295	19,294	196,555
641	43256	4200	INTEREST	52,665	50,132	47,150	53,240	47,279	68,361
643	43256	4200	INTEREST	112,648	106,780	100,719	100,720	100,719	94,459
641	43256	4300	FISCAL AGENT FEES	1,100	1,300	1,100	1,300	1,000	1,300
643	43256	4400	RESERVE	0	0	0	0	0	0
641	43256	4400	RESERVE	0	0	0	0	0	0
641	43256	4501	BOND ISSUANCE COSTS	<u>0</u>	<u>6,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				544,350	549,322	540,239	546,531	369,139	589,884
TRANSFERS									
641	43256	6100	TRANSFER TO GENERAL FUND	1,402	1,402	1,402	1,402	1,402	1,402
642	43252	6100	TRANSFER INTEREST	0	0	1,200	2,450	0	2,450
643	43256	6100	TRANSFER OUT SURCHARGE	39,830	41,131	41,007	45,185	45,035	45,186
641	43256	6105	ENGINEERING FEES GENERAL FUND	27,277	27,277	27,277	27,277	27,277	27,277
641	43256	6110	TRANSFER TO EQUIPMENT REPLACEMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL				68,509	69,810	70,886	76,314	73,714	76,315
WASTEWATER TREATMENT TOTAL				1,273,344	1,272,941	1,635,945	1,609,369	1,090,816	2,111,290
				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
WASTEWATER TOTAL				1,616,070	1,680,541	2,860,353	3,304,950	2,325,982	2,647,742

JOINT POWERS LANDFILL

In April 1994, the City of Vermillion implemented a Joint Powers Agreement with Clay County, the City of Yankton, and Yankton County for the management and funding of an integrated solid waste system for the region. The system also provides services to non-member customers, currently, Centerville, rural Union County, Elk Point, and Beresford.

The joint operations include the Vermillion Landfill, the Missouri Valley Recycling center in Vermillion and the Transfer and Recycling Facility in Yankton. In the spring of 2017, the City of Yankton implemented single stream recycling. This recycling effort is not part of Joint Powers. Under the terms of the agreement, Vermillion and Yankton share resources and funding for the solid waste management while exercising local control of ownership, operations, and personnel engaged in solid waste management activities. In 1999/2000, Vermillion landfill implemented a conversion from conventional land filling to a balefill operation. The balefill operation greatly extends the landfill life.

The Vermillion Landfill is located five miles northwest of Vermillion on Bluff Road. The facility is a Class IIA landfill permitted by the South Dakota Department of Environment and Natural Resources. The landfill budget incorporates one-half (1/2) of the Joint Powers Solid Waste Director's salary and five full-time landfill equipment operators plus summer part-time labor. The Landfill personnel responsibilities include the operation, maintenance, and extensive record keeping relating to solid waste disposal and attention to the consistent and constant environmental safe guards required for Landfill operations. The duties include, but are not limited to, scaling and recording all materials received; building, equipment, site and area roads maintenance; daily cover, weekly intermediate cover, litter control and clean up; heavy equipment operations in the baling, bale transport and stacking, cell construction and closure; leachate and groundwater control and monitoring; and the constant attention to the landfill environmental protections and records as required by state and federal laws.

Increases in the landfill 2018 budget can be attributed to the following factors: replacement of Scraper (destroyed by fire), the closure of Cell 2 & 3, repair of roads in the Landfill, higher electric usage, and related consulting engineering projects, and the hiring of leachate hauling.

EXPENSE HIGHLIGHTS:

- 2200- Trucking of leachate & Consulting engineering projects.
- 2530- Repair and Maintenance of equipment
- 2590 - Facility repairs and maintenance – gravel and rock for roads
- 2612 - Operational supplies- Bags for baler
- 2810- Electricity-Leachate Pumps
- 3600 - Machinery & Auto – Roll-off containers-scraper
- 3801- Closure of Cell 2 & 3

JOINT POWERS LANDFILL

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
673	34411	TO RECYCLING TIPPING FEE	-44,606	-46,186	-51,675	-47,340	-49,403	-48,555
673	34428	BERESFORD	60,238	60,373	65,100	62,775	62,532	66,300
673	34430	LANDFILL FEES COLLECTORS	544,088	589,605	630,000	604,500	637,545	618,450
673	34432	LANDFILL FEES ELK POINT	47,875	48,687	51,000	51,150	49,078	52,545
673	34433	CENTERVILLE	12,780	12,338	15,000	13,020	11,176	13,020
673	34434	LANDFILL FEES OTHER	40,350	49,268	45,000	45,000	38,144	45,000
673	34436	YARD WASTE & TREES	3,860	4,967	2,500	5,000	6,356	5,000
673	34438	CONTAMINATED SOIL	71,689	4,013	1,500	12,000	57,857	4,000
673	34439	ASBESTOS	7,012	8,029	6,500	3,500	3,000	3,500
673	34440	WHITE GOODS	8,336	6,476	4,500	5,000	7,119	5,000
673	34441	ELECTRONIC	6,472	5,604	1,000	5,000	4,522	5,000
673	34442	TIRES	7,882	3,723	1,500	4,000	4,413	4,000
673	34449	OTHER REVENUE	6,003	8,758	5,000	50,000	53,416	20,000
673	39130	SALE OF EQUIPMENT	3,150	0	150,000	110,000	0	0
673	39111	TRANSFER IN	0	0	0	0	0	0
673	33891	YANKTON PROFIT TO VERMILLION	345,862	497,618	522,000	522,000	550,236	629,000
673	36110	INTEREST ON INVESTMENTS	1,681	2,018	1,700	5,000	8,188	5,000
673	36992	INSURANCE REFUND	0	114,124	0	64,000	64,022	0
673	33421	GRANT STATE LANDFILL	30,291	113,459	80,000	150,000	143,390	0
673	33892	CONTRIBUTED CAPITAL	12,415	11,280	8,000	8,000	11,740	8,500
673	39356	STATE LOAN	0	0	175,000	150,000	150,000	0
673	39595	APPROPRIATION FROM DEPRECIATION RESERVE	0	0	634,009	550,372	0	882,846
673	39355	CAPITAL LEASE	0	0	0	0	0	0
LANDFILL TOTAL REVENUE			1,165,378	1,494,154	2,347,634	2,372,977	1,813,331	2,318,606
PERSONNEL SERVICES								
673	43240	1100 WAGES	234,307	237,152	260,387	249,940	229,760	245,488
673	43240	1101 OVERTIME	14,906	15,473	10,000	10,000	13,988	12,000
673	43240	1200 FICA	18,769	18,930	19,881	19,031	17,537	19,698
673	43240	1300 RETIREMENT	13,898	14,475	14,149	14,156	12,879	14,549
673	43240	1400 WORKMEN'S COMPENSATION	8,650	8,953	9,285	9,667	9,667	9,206
673	43240	1900 INSURANCE	36,450	36,974	37,004	37,004	34,867	42,440
SUBTOTAL			326,980	331,957	350,706	339,798	318,697	343,381
OPERATING EXPENSES								
673	43240	2110 INSURANCE POLICIES	6,791	6,650	10,000	8,000	4,237	8,000
673	43240	2200 PROFESSIONAL SERVICES & FEES	25,983	50,968	50,000	80,000	101,173	55,000
673	43240	2201 STATE FEES	37,007	38,085	38,925	38,925	39,670	39,000
673	43240	2202 PROFESSIONAL-LEGAL	0	0	250	250	0	250
673	43240	2204 PROCESSING- REDUCTION	11,134	113,602	10,000	7,500	0	10,000
673	43240	2300 PUBLISHING & ADVERTISING	816	1,544	1,000	1,500	1,501	1,500
673	43240	2510 MOTOR VEHICLE REPAIR & MAINT.	791	5,586	3,000	3,000	590	3,500
673	43240	2530 EQUIPMENT REPAIR & MAINTENANCE	44,687	59,155	50,000	50,000	48,943	50,000
673	43240	2540 BUILDING REPAIR & MAINTENANCE	12,214	3,278	10,500	10,500	6,610	10,000
673	43240	2590 FACILITY REPAIRS & MAINTENANCE	15,185	26,483	35,000	35,000	20,779	35,000
673	43240	2611 OFFICE SUPPLIES	908	973	1,200	1,200	1,635	1,200
673	43240	2612 OPERATING SUPPLIES & MATERIALS	100,568	110,909	150,000	150,000	84,440	145,000
673	43240	2614 MOTOR VEHICLE FUEL & SUPPLIES	45,512	36,714	40,000	40,000	41,247	40,000
673	43240	2615 COPY SUPPLIES	15	28	250	250	8	250
673	43240	2616 POSTAGE	79	31	250	250	50	250
673	43240	2619 UNIFORMS	3,885	4,297	4,200	4,200	3,808	4,200
673	43240	2700 TRAVEL & TRAINING	3,352	3,671	4,000	4,000	3,125	4,000
673	43240	2810 ELECTRICITY	18,404	19,312	20,000	20,000	19,809	22,000
673	43240	2820 WATER	716	789	1,000	1,000	581	1,000
673	43240	2840 HEATING FUEL-GAS	14,077	8,142	15,000	15,000	6,631	15,000
673	43240	2850 TELEPHONE	1,815	1,580	2,200	2,200	1,580	2,000
673	43240	2995 DEPRECIATION-LANDFILL	280,542	248,537	300,000	290,000	266,201	290,000
SUBTOTAL			624,481	740,334	746,775	762,775	652,619	737,150
CAPITAL OUTLAY								
673	43240	3200 BUILDING & STRUCTURES	0	0	15,000	10,000	0	10,000
673	43240	3500 FURNITURE & MINOR EQUIPMENT	0	0	2,000	2,000	0	2,000
673	43240	3600 MACHINERY & AUTO	54,027	198,949	500,000	585,000	485,965	200,000
673	43240	3801 LANDFILL DEVELOPMENT	167,447	0	105,000	75,000	0	220,000
SUBTOTAL			221,474	198,949	622,000	672,000	485,965	432,000

JOINT POWERS LANDFILL

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
			DEBT SERVICE						
673	43240	4100	PRINCIPAL	184,281	140,204	144,557	144,077	144,077	224,061
673	43240	4200	INTEREST EXPENSE	<u>55,708</u>	<u>56,609</u>	<u>52,257</u>	<u>54,237</u>	<u>53,136</u>	<u>50,829</u>
			SUBTOTAL	239,989	196,813	196,814	198,314	197,213	274,890
			RESERVES						
673	43240	4400	CLOSURE POSTCLOSURE RESERVES	16,109	23,759	8,550	8,466	23,970	8,621
673	43240	4401	TRENCH DEPLETION	102,049	154,971	157,250	172,486	149,715	207,868
673	43240	4402	AMORTIZATION EXPENSE	198,996	1,098	1,120	1,110	1,143	1,130
673	43240	4404	APPROPRIATION TO RESERVE	0	0	0	0	0	0
673	43240	4405	FIRE RELATED EXPENSES	0	0	0	0	0	0
0673	43240	4406	BUILDING INSURANCE RESERVE	0	0	0	0	0	0
673	43240	6100	TRANSFER OUT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			SUBTOTAL	317,154	179,828	166,920	182,062	174,829	217,619
			LANDFILL TOTAL	1,730,078	1,647,881	2,083,215	2,154,949	1,829,322	2,005,040

JOINT POWERS RECYCLING CENTER

In April 1994, the City of Vermillion implemented a Joint Powers Agreement with Clay County, the City of Yankton, and Yankton County for the management and funding of an integrated solid waste system for the region. The joint system also serves customers from Elk Point, Rural Union County, Beresford, and Centerville. The joint operations include the Vermillion Landfill and Missouri Valley Recycling center and the Yankton Transfer & Recycling facility. In the spring of 2017, Yankton implemented single stream recycling which is not processed at the Missouri River Recycling facility. Under the terms of the agreement, Vermillion and Yankton share resources and funding for integrated solid waste management while exercising local control of ownership, operations and employees engaged in solid waste management activities.

The Joint Powers, City of Vermillion recycling center (Missouri Valley Recycling) is located at 840 N. Crawford Road, Vermillion. The recycling budget expenses incorporate one-half of the Joint Powers Solid Waste Director’s salary, three full-time recycling equipment operators and one summer laborer. The personnel duties include operational and management related to the receiving, sorting, baling and marketing of commodities received from regional commercial and residential recycling. The facility also maintains four satellite recycling trailers for 24/7 recycling access.

The City of Vermillion has a thirty-year history of recycling. The Missouri Valley Recycling (MVR) program, a drop off recycling and materials processing facility, opened in September 1994 replacing the private volunteer recycling center (Clay County Recycling Center). The MVR is operated, as is the landfill, as a fully funded enterprise of the City of Vermillion.

The 2018 capital budget included the replacement of Skidsteer, tipper carts and updating the building.

Since Yankton began single-stream recycling in spring 2017, it was thought that revenue line items would decrease and that recycling volumes sold by Joint Powers would also decrease as Yankton would not be bringing recyclables to the recycling center for processing and sale. However, as 2017 ended, volumes and revenue were up despite lower prices.

EXPENSE HIGHLIGHTS:	
2200-	Hazardous Waste Collection - Household Hazardous Waste collection
2612 -	Operating Supplies –Wire and Gaylord boxes and tools
3200-	Updating Building
3600 -	Machinery & Auto –tipper carts-Skidsteer

<u>JOINT POWERS RECYCLING</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
RECYCLING REVENUES				0	0	0	0	0	0
673	30404	TIPPING FEE		44,606	46,109	51,675	47,340	49,403	48,555
673	33420	GRANTS		0	0	0	0	0	0
673	30405	MAGAZINES-VERMILLION		6,954	0	2,200	3,000	2,113	3,000
673	30406	PLASTIC		31,521	26,740	20,000	18,000	28,398	15,000
673	30407	TIN		2,137	3,237	1,200	1,200	2,210	1,200
673	30408	ALUMINUM - VERMILLION		14,670	22,876	23,000	18,000	20,563	12,000
673	30409	NEWSPAPER-VERMILLION		9,671	11,537	8,000	9,000	11,562	9,000
673	30410	CARDBOARD-VERMILLION		24,505	32,097	24,000	40,000	60,760	40,000
673	30411	OTHER METALS/MATERIALS		3,552	10,700	3,000	8,000	5,430	8,000
673	30412	HIGH GRADE PAPER		16,994	7,420	13,000	5,000	7,419	5,000
673	30413	ALUMINUM - YANKTON		4,479	6,740	2,500	3,288	3,288	0
673	30414	NEWSPAPER-YANKTON		7,918	14,294	2,000	6,200	6,199	0
673	30415	CARDBOARD-YANKTON		16,987	22,679	4,500	12,190	12,190	0
673	33810	COUNTY CONTRIBUTIONS		0	0	0	0	0	0
RECYCLING REVENUE TOTAL				183,994	204,429	155,075	171,218	209,533	141,755
PERSONNEL SERVICES									
673	43242	1100	WAGES	142,935	139,295	150,860	150,860	148,233	156,504
673	43242	1101	OVERTIME	5,210	4,682	5,000	5,000	4,988	5,000
673	43242	1200	FICA	11,136	10,731	11,923	11,923	11,410	12,355
673	43242	1300	RETIREMENT	8,465	8,375	9,088	9,088	8,845	9,405
673	43242	1400	WORKMEN'S COMPENSATION	3,537	3,452	3,675	3,677	3,677	3,810
673	43242	1900	INSURANCE	<u>23,181</u>	<u>21,268</u>	<u>23,548</u>	<u>23,548</u>	<u>22,530</u>	<u>26,997</u>
SUBTOTAL				194,464	187,803	204,094	204,096	199,683	214,071
				2015	2016	2017	2017	2017	2018

JOINT POWERS RECYCLING

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
OPERATING EXPENSES									
673	43242	2110	INSURANCE POLICIES	2,246	1,501	2,000	2,300	3,513	2,500
673	43242	2200	PROFESSIONAL SERVICES & FEES	42	350	5,000	3,000	1,252	3,000
673	43242	2204	HAZARDOUS WASTE COLLECTION	32,070	32,873	33,000	33,000	37,953	34,000
673	43242	2300	PUBLISHING & ADVERTISING	733	1,264	1,500	1,500	1,571	1,000
673	43242	2510	MOTOR VEHICLE REPAIR & MAINT.	67	0	1,000	1,000	271	750
673	43242	2530	EQUIPMENT REPAIR & MAINTENANCE	8,764	11,329	9,500	9,500	6,535	9,500
673	43242	2540	BUILDING REPAIR & MAINTENANCE	3,796	2,742	3,000	3,000	-4,425	2,500
673	43242	2611	OFFICE SUPPLIES	388	440	500	600	1,627	500
673	43242	2612	OPERATING SUPPLIES	11,801	8,734	12,000	10,000	7,780	10,000
673	43242	2614	MOTOR VEHICLE FUEL & SUPPLIES	4,063	3,050	6,000	5,000	4,038	5,000
673	43242	2615	COPY SUPPLIES	15	28	150	150	8	150
673	43242	2616	POSTAGE	34	4	150	150	9	150
673	43242	2617	FREIGHT	2,500	2,520	2,000	2,000	4,580	2,000
673	43242	2619	UNIFORMS	391	452	750	750	423	500
673	43242	2620	MATERIALS PURCHASED	5,298	6,323	6,000	6,000	5,901	4,500
673	43242	2621	REVENUE SHARING MATERIALS	6,957	6,986	1,300	7,000	13,374	7,000
673	43242	2700	TRAVEL & TRAINING	2,090	1,922	2,000	2,000	1,963	1,500
673	43242	2810	ELECTRICITY	6,285	6,334	6,500	6,500	5,894	6,500
673	43242	2820	WATER	445	623	600	650	583	650
673	43242	2830	SEWER	934	861	1,600	1,400	1,116	1,200
673	43242	2840	HEATING FUEL-GAS	2,745	2,459	5,000	4,000	2,771	4,500
673	43242	2850	TELEPHONE	840	812	850	850	811	850
673	43242	2995	DEPRECIATION-RECYCLING	<u>37,974</u>	<u>38,797</u>	<u>38,500</u>	<u>38,800</u>	<u>34,744</u>	<u>39,000</u>
SUBTOTAL				130,478	130,404	138,900	139,150	132,293	137,250
CAPITAL OUTLAY									
673	43242	3200	BUILDING & STRUCTURES	0	0	60,000	30,000	0	50,000
673	43242	3500	FURNITURE & MINOR EQUIPMENT	0	511	1,500	1,000	0	1,000
673	43242	3600	MACHINERY & AUTO	<u>15,165</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>53,000</u>
SUBTOTAL				15,165	511	76,500	46,000	0	104,000
RECYCLING TOTAL				340,107	318,718	419,494	389,246	331,975	455,321

CURBSIDE RECYCLING

In November 2008, City of Vermillion residents voted to implement curbside recycling for single-family homes and multi-family housing with five or less units. The households are charged \$3.70 plus sales tax a month for the service. Each qualifying resident was provided with two curbside recycling bins purchased by the City with a grant from the American Recovery and Reinvestment Act of 2009 (Stimulus Bill). The Curbside Recycling program began collection on September 8, 2009.

The weekly source separated curbside collection is provided Tuesday through Friday. One quarter of the community's recycling is collected each of the four days. Monday's provide time for special collections and business that have signed up for pickup. The Curbside collection is operated through the Solid Waste Department with two full-time employees responsible for the collection, sorting, delivery, and assistance at the recycling facility.

In 2009, the Curbside Recycling program received a grant/loan package from SD DENR for equipment which included the purchase of a truck and hydraulic dump collection trailers. The interest and other start-up expenses were transferred to the debt service and reserve in 2010.

In 2009, a large public education campaign was implemented in order to inform the public of the Curbside Recycling. The programs early success may be attributed to the intensive education program provided. The continued success and program improvement requires that the public receive refreshing reminders to Reduce, Reuse and RECYCLE.

The 2018 Budget will include the purchase of a new recycling trailer. A grant/loan of \$10,000 Grant and \$10,000 loan was received from the DENR Solid Waste Fund.

OF INTEREST:

The numbers calculated for curbside recycling were based off 2495 households in Vermillion. This number varies throughout the year and will increase as the program expands its focus. We are working with a group of people in an attempt to expand Curbside pickup to large apartments and trailer courts.

EXPENSE HIGHLIGHTS:

3600 – Trailer replacement
4200 – Interest on grant/loan

CURBSIDE RECYCLING

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
675	30311	UTILITY BILLING	101,120	108,049	110,000	112,000	110,260	118,170
675	30315	REVENUE SHARING	6,957	6,986	1,300	7,000	13,374	7,000
675	33110	GRANT	0	0	0	0	0	0
675	36990	OTHER FUNDING	0	0	0	0	0	0
675	39355	LOAN	0	0	0	0	0	0
675	36110	INTEREST ON INVESTMENTS	269	362	150	410	505	500
675	38431	SALE OF BINS	190	350	200	300	190	300
675	39595	APPROPRIATION FROM RESERVE	<u>0</u>	<u>0</u>	<u>29,118</u>	<u>7,510</u>	<u>0</u>	<u>20,286</u>
CURBSIDE RECYCLING REVENUE TOTAL			108,536	115,747	140,768	127,220	124,329	146,256
PERSONNEL SERVICES								
675	43270	1100 WAGES	67,302	69,233	73,340	73,340	67,222	72,589
675	43270	1101 OVERTIME	0	1,283	2,000	2,000	1,188	2,000
675	43270	1200 FICA	5,078	5,290	5,764	5,764	5,258	5,706
675	43270	1300 RETIREMENT	4,038	4,218	4,520	4,520	4,074	4,475
675	43270	1400 WORKMEN'S COMPENSATION	2,936	2,927	3,132	3,134	3,134	3,103
675	43270	1900 INSURANCE	<u>13,289</u>	<u>12,897</u>	<u>13,456</u>	<u>13,456</u>	<u>12,396</u>	<u>15,427</u>
SUBTOTAL			92,643	95,848	102,212	102,214	93,272	103,300
OPERATING EXPENSES								
675	43270	2110 INSURANCE POLICIES	623	558	750	750	475.88	700
675	43270	2200 PROFESSIONAL-LEGAL	0	0	250	250	0	250
675	43270	2300 PUBLISHING & ADVERTISING	0	0	1,000	1,000	87	500
675	43270	2510 MOTOR VEHICLE REPAIR & MAINT.	672	525	2,000	2,000	1,125	1,500
675	43270	2530 EQUIPMENT REPAIR & MAINTENANCE	258	33	2,000	2,000	250	1,500
675	43270	2611 OFFICE SUPPLIES	0	0	250	250	0	200
675	43270	2612 OPERATING SUPPLIES	0	9	250	8,450	8,171	250
675	43270	2614 MOTOR VEHICLE FUEL & SUPPLIES	3,070	2,836	4,000	4,000	3,552	3,500
675	43270	2615 COPY SUPPLIES	0	0	100	100	0	100
675	43270	2616 POSTAGE	80	40	100	100	22	100
675	43270	2619 UNIFORMS	217	109	600	600	403	500
675	43270	2850 TELEPHONE	0	0	50	250	0	200
675	43270	2860 LANDFILL	0	0	0	50	0	50
675	43270	2900 VEHICLE EQUIPMENT RENTAL	<u>0</u>	<u>0</u>	<u>2,706</u>	<u>2,706</u>	<u>2,706</u>	<u>2,706</u>
SUBTOTAL			4,920	4,110	14,306	22,506	16,792	12,056
CAPITAL OUTLAY								
675	43270	3500 FURNITURE & MINOR EQUIPMENT	0	0	250	0	0	0
675	43270	3600 MACHINERY & AUTO	<u>0</u>	<u>389</u>	<u>24,000</u>	<u>0</u>	<u>0</u>	<u>30,900</u>
SUBTOTAL			0	389	24,250	0	0	30,900
DEBT SERVICE								
675	43270	4100 PRINCIPAL	8,050	8,253	0	0	0	0
675	43270	4200 INTEREST EXPENSE	358	155	0	0	0	0
675	43270	4404 APPROPRIATION TO RESERVE	0	0	0	0	0	0
675	43270	6100 TRANSFER TO EQUIPMENT REP	<u>0</u>	<u>27,918</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>	<u>0</u>
SUBTOTAL			8,408	36,326	0	2,500	2,500	0
TOTAL CURBSIDE RECYCLING EXPENDITURES			105,971	136,673	140,768	127,220	112,563	146,256

LIQUOR STORE

The City of Vermillion, which owns the municipal liquor store, initiated in 1990 a manager's agreement that gives a private contractor the freedom to establish alternative operating procedures.

OF INTEREST:

On October 20, 2014, the City Council entered into a five-year agreement with Gregg and Nikki Peters to manage the liquor store until December 31, 2019 with a five year renewal option. The agreement provided for the relocation to a larger store at 820 Cottage with the agreement allocating the costs of leasehold improvements. This facility provided good floor and shelf space, for versatility and effective marketing of merchandise and also included a second walk-in cooler for merchandise, which enhanced the shopping experience of liquor store customers.

The Liquor Store Manager is responsible for hiring employees, ordering merchandise, pricing and daily operations of the store. The manager receives a share of the profits and an operating stipend for managing the store.

The current managers have completed a store reset, painted and expanded the inventory to better serve customers. A video lottery room and expanded cooler and shelf space are part of the new location.

EXPENSE HIGHLIGHTS

- 2200 - Fees for management services.
- 2300 - Newspaper and radio advertising of sale specials and store hours.
- 2400 - The space for the store and some equipment is rented.
- 2530 - Repair and maintenance of cooler, cash registers. General maintenance of fixtures and equipment.
- 2616 - The cost for freight on the merchandise.
- 2623 - Liquor purchases
- 2624 - Wine purchases
- 2625 - Beer purchases

LIQUOR STORE FUND

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
652	38011	LIQUOR SALES	880,774	945,249	915,000	980,000	956,095	1,000,000
652	38012	SALES WINE	220,224	238,186	255,000	230,000	217,389	237,000
652	38013	SALES BEER	357,061	390,178	410,000	380,000	371,458	391,000
652	38014	SALES MISC	37,998	40,905	42,000	42,000	37,126	43,000
652	38015	LOTTERY	<u>2,334</u>	<u>7,442</u>	<u>6,000</u>	<u>10,000</u>	<u>9,775</u>	<u>10,000</u>
REVENUES TOTAL			1,498,391	1,621,960	1,628,000	1,642,000	1,591,843	1,681,000
OPERATING EXPENSES								
652	49910	2110 FIRE INSURANCE	155	149	170	175	166.86	190
652	49910	2130 LIABILITY INSURANCE	6,474	7,386	6,700	7,500	8,863	7,600
652	49910	2200 CONTRACT SERVICES	71,375	72,000	72,000	72,000	72,000	72,000
652	49910	2201 PROFESSIONAL SERVICES	4,156	6,584	4,500	4,500	6,577	4,500
652	49910	2300 ADVERTISING	2,000	2,000	2,000	2,000	2,000	2,000
652	49910	2400 RENTAL	11,250	11,250	11,250	11,250	11,250	11,250
652	49910	2530 EQUIPMENT REPAIR & MAINT	4,603	3,586	5,500	5,500	3,647	6,000
652	49910	2611 OFFICE SUPPLIES	715	607	500	750	756	750
652	49910	2612 OPERATING SUPPLIES	30,471	33,610	32,000	34,000	34,596	35,000
652	49910	2613 CLEANING SUPPLIES & SERVICES	1,072	1,194	1,500	1,500	1,288	1,500
652	49910	2616 FREIGHT	19,807	20,103	21,000	21,000	19,269	22,000
652	49910	2623 LIQUOR PURCHASES	629,170	660,833	613,000	666,000	651,541	680,000
652	49910	2624 WINE PURCHASES	158,229	161,728	176,000	158,000	157,646	164,000
652	49910	2625 BEER PURCHASES	282,537	302,760	307,500	296,000	298,929	305,000
652	49910	2626 MISC PURCHASES FOR RESALE	28,848	22,245	27,000	25,000	25,414	25,800
652	49910	2810 ELECTRICITY	8,679	8,306	9,350	8,700	7,791	9,000
652	49910	2840 GAS	146	0	0	0	0	0
652	49910	2850 TELEPHONE	1,205	1,193	1,300	1,300	1,303	1,300
652	49910	2990 OTHER CURRENT EXPENSES	1,250	900	1,250	1,250	1,055	1,250
652	49910	2999 PROFITS TO MANAGER	<u>89,098</u>	<u>98,001</u>	<u>99,260</u>	<u>99,923</u>	<u>87,560</u>	<u>101,838</u>
SUBTOTAL			1,351,240	1,414,435	1,391,780	1,416,348	1,391,653	1,450,978

LIQUOR STORE FUND

				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
CAPITAL OUTLAY									
652	49910	3500	FURNITURE & EQUIPMENT	18,358	11,568	2,000	6,000	1,185	6,000
652	49910	3501	LEASEHOLD IMPROVEMENTS	<u>7,162</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
			SUBTOTAL	25,520	11,568	2,000	6,000	1,185	6,000
RESERVES & TRANSFERS									
651	36110		INTEREST INCOME	138	608	550	600	831.46	600
652	49910	4400	TO RESERVE	0	0	40,570	26,052	0	30,422
651	49910	6100	TRANSFER INTEREST	0	0	550	600	0	600
652	49910	6100	TRANSFER TO GENERAL FUND	<u>194,200</u>	<u>194,200</u>	<u>194,200</u>	<u>194,200</u>	<u>194,200</u>	<u>194,200</u>
			SUBTOTAL	194,200	194,200	234,220	219,652	194,200	224,022
			LIQUOR STORE FUND TOTAL	1,570,960	1,620,203	1,628,000	1,642,000	1,587,038	1,681,000

THE BLUFFS PROJECT

The Bluffs multi-level golf course and residential development exists as a self-sustaining City enterprise independent of General Fund revenues. The project demanded a 20-year commitment to produce golf fees, property sales and property tax revenue sufficient to pay development costs for an 18-hole golf course interspersed with 120 improved lots for residential housing. Professional staffers supervising The Bluffs golf course are under the direction of the Vermillion Parks & Recreation Director.

A Housing Needs Assessment Study prepared by the Southeastern Council of Governments, in June 1993, identified that Vermillion was in need of additional residential housing, including as many as 100 single family homes. At the same time, the Vermillion Golf Association was continuing a 4-year lobbying effort to convince the City Council of the need for an 18-hole golf course, either through expansion of the existing 9-hole course or through relocation to an attractive site.

A local citizens' committee reviewed a feasibility study presented by THK Associates in December of 1993. On February 22, 1994 the 214 acre Smith/Quam site on the river bluff was annexed by the City for the purpose of constructing a 6,000-yard-long golf course and 120 fully developed housing lots zoned for single-family houses, twin homes and townhouses.

In April 1994, the City purchased the Smith/Quam site and established a Tax Increment Financing District wherein all property tax generated by lot sales and improvements would be applied to retiring a bond debt of \$4.1 million, the approximate cost of the project including interest payments. Construction of the course and Housing Development "A" began in October 1994, with grading of the course contours, lakes and greens as well as base grading for Augusta, Oakmont, Pinehurst Drives and the installation of utility lines. The sale of housing lots commenced in February of 1995.

Construction of housing development "B" began in October of 2001. As of 2010, there were no more developed lots in the Bluffs project for sale by the City. The TIF District has been closed and the private property is on the tax rolls.

GOLF COURSE OPERATIONS

	2015	2016	2017	2017	2017	2018
	ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
611 34110 SEASON PASSES	133,451	134,439	153,470	150,000	144,809	154,000
611 34115 GREEN FEES	110,121	109,682	146,260	120,000	96,068	123,500
611 34116 HANDICAP	7,050	7,077	7,420	8,000	7,509	8,500
611 34150 DRIVING RANGE	13,861	15,705	15,910	17,000	13,484	18,500
611 34160 GOLF LESSONS	1,752	1,378	3,075	1,500	220	2,000
611 34165 JUNIOR GOLF	1,907	1,667	2,775	2,500	1,346	2,900
611 34170 GOLF CART RENTAL	87,389	97,643	95,480	110,000	98,034	115,000
611 34171 RENTAL EQUIPMENT	152	232	400	400	68	400
611 34181 TOURNAMENT FEES	670	659	1,000	6,000	18,143	6,000
611 34182 PRO SHOP	82,839	78,097	110,210	95,000	91,715	99,000
611 34183 BEER	76,810	71,466	89,100	85,000	70,463	88,000
611 34184 LIQUOR	21,597	22,978	30,690	30,000	32,401	31,000
611 34185 FOOD	44,965	44,224	64,890	52,000	48,839	55,000
611 34188 LOTTERY	3,110	1,545	3,300	3,000	1,301	3,000
611 34190 CART STORAGE & TRAIL FEES	24,244	26,061	26,780	28,000	24,884	29,000
611 34196 LONG AND (SHORT)	196	69	200	200	90	200
611 34187 BILLIARDS	0	0	0	0	0	0
COURSE OPERATIONS REVENUE	610,114	612,922	750,960	708,600	649,373	736,000

GOLF COURSE NON-OPERATING REVENUES AND EXPENSES

	2015	2016	2017	2017	2017	2018
	ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
611 39107 CONTRIBUTED CAPITAL	0	0	0	0	0	0
611 36110 INTEREST ON INVESTMENTS-CONS	4,521	6,196	5,000	8,200	7,622	8,000
611 36990 OTHER REVENUE	0	0	0	0	0	0
611 36213 TRANSFER LIQUOR STORE	0	0	0	0	0	0
611 36210 RENTALS-MOCKLER	73,733	67,996	68,000	68,000	68,032	68,000
611 39121 BOND PROCEEDS	0	0	0	0	0	0
611 39595 APPROPRIATION FROM RESERVE	0	0	397	39,551	0	16,478
SUBTOTAL	78,254	74,192	73,397	115,751	75,654	92,478
TOTAL NON-OPERATING REVENUES	688,368	687,114	824,357	824,351	725,027	828,478

BLUFFS CLUBHOUSE

A full-time Professional Golf Association Pro, a full-time assistant golf professional, a part-time clubhouse assistant, and supplemental seasonal staff carryout the clubhouse operations.

The clubhouse staff maintains a food and beverage operation, a pro shop, a driving range and the 18-hole course.

In 2015, a new fleet of golf carts were leased on a five-year term; in 2019 the Course will peruse a new lease on a replacement fleet.

In 2017, a weather warning siren system was purchased to provide increased weather alerts for patrons, it is scheduled to be installed in spring of 2018. Also in 2018, an entrance sign will be installed to assist citizens and visitors in better identifying the course entrance.

EXPENSE HIGHLIGHTS:

- 2200 - Membership fees for the Professional Golfers Association.
- 2300 - Advertising for tournaments and other course/clubhouse events.
- 2613 - Cleaning supplies, chemicals, paper products and janitorial expenses.
- 2700 - Attendance at PGA Conferences and training seminars.
- 2901 - Rental of public golf car fleet.

CLUBHOUSE OPERATIONS		2015	2016	2017	2017	2017	2018	
		ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES								
45125	1100	WAGES	170,873	173,295	174,405	166,180	149,461	164,541
45125	1101	OVERTIME	0	0	0	0	0	0
45125	1102	GOLF LESSONS	1,752	1,502	3,075	1,125	160	1,500
45125	1200	FICA	13,205	12,799	13,342	11,480	9,389	12,587
45125	1300	RETIREMENT	7,907	8,012	8,069	5,473	5,534	7,250
45125	1400	WORKMEN'S COMPENSATION	1,528	1,452	1,535	1,508	1,508	1,448
45125	1900	INSURANCE	<u>19,866</u>	<u>21,814</u>	<u>20,184</u>	<u>18,502</u>	<u>21,454</u>	<u>23,136</u>
		SUBTOTAL	215,130	218,874	220,610	204,268	187,506	210,462
OPERATING EXPENSES								
45125	2120	INSURANCE	3,434	2,672	3,500	3,500	2,362	3,500
45125	2200	PROFESSIONAL SERVICES & FEES	2,445	2,443	2,600	2,600	1,496	2,600
45125	2201	VISA/MASTER CARD CHARGES	9,064	9,788	10,000	10,000	11,104	10,500
45125	2204	HANDICAP	5,790	5,855	6,500	6,500	6,742	7,000
45125	2300	ADVERTISING	1,400	2,564	2,500	2,500	2,493	2,500
45125	2530	EQUIPMENT REPAIRS	2,443	1,412	2,130	2,200	1,280	2,200
45125	2540	BUILDING REPAIR & MAINT.	1,260	1,510	1,630	1,630	1,979	2,000
45125	2611	OFFICE SUPPLIES	1,178	1,069	1,700	1,700	1,608	1,700
45125	2612	OPERATING SUPPLIES	588	1,074	700	900	841	900
45125	2613	CLEANING SUPPLIES & SERVICES	5,265	5,650	5,700	10,000	11,853	4,000
45125	2615	COPY SUPPLIES	7	0	0	0	0	0
45125	2616	POSTAGE	232	224	350	350	363	350
45125	2700	TRAVEL & TRAINING	560	0	2,500	2,500	0	2,500
45125	2810	ELECTRICITY	8,476	8,909	9,000	9,225	8,789	9,450
45125	2820	WATER	2,262	2,224	2,300	2,300	1,813	2,360
45125	2830	SEWER	849	1,042	1,200	1,200	1,127	1,235
45125	2840	GAS	1,431	1,223	2,600	4,600	6,534	4,680
45125	2850	TELEPHONE	1,518	2,397	1,500	2,500	2,415	2,500
45125	2860	GARBAGE	1,584	1,512	1,700	1,600	1,476	1,600
45125	2901	EQUIPMENT RENTAL	22,683	23,266	24,000	24,000	22,633	24,000
45125	2990	OTHER	<u>2,941</u>	<u>2,425</u>	<u>2,000</u>	<u>2,000</u>	<u>2,311</u>	<u>2,000</u>
		SUBTOTAL	75,410	77,259	84,110	91,805	89,219	87,575
INVENTORY EXPENSES								
45126	2622	CIGARETTES	0	0	0	0	0	0
45126	2623	LIQUOR MERCHANDISE	8,054	8,439	8,490	9,000	7,670	9,300
45126	2625	BEER MERCHANDISE	26,380	25,726	30,770	31,000	30,104	32,000
45126	2628	MISCELLANEOUS CONCESSIONS	17,778	17,346	21,220	22,000	13,555	23,000
45126	2630	GRILL INVENTORY	11,863	10,592	16,220	20,000	22,048	20,600
45126	2631	GOLF MERCHANDISE FOR RESALE	76,386	67,690	86,730	75,000	84,852	77,500
45126	2632	GOLF MERCHANDISE	<u>0</u>	<u>3,435</u>	<u>2,800</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>
		SUBTOTAL	140,461	133,228	166,230	160,000	158,229	165,400
CAPITAL OUTLAY								
45125	3200	CLUB HOUSE & PARKING LOT	0	0	0	1165	1162.2	0
45125	3500	FURNITURE & EQUIPMENT	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>11,700</u>	<u>11,670</u>	<u>4,000</u>
		SUBTOTAL	0	0	4,000	12,865	12,833	4,000
		TOTAL CLUBHOUSE EXPENSES	431,001	429,361	474,950	468,938	447,787	467,437

BLUFFS MAINTENANCE

The Bluff's maintenance staff includes a full-time superintendent, a full-time assistant superintendent and supplemental seasonal part-time staff. The maintenance program maintains 200 acres of land that includes fairways, roughs, tee boxes and golf greens.

OF INTEREST:

Each year fundraising efforts provide for course improvements. In 2014, the front driving range underwent a total renovation. The range was increased in size and cement driving range platforms were installed. This allows several users on it at a time and also allows users on it when the ground is soft.

In 2015, the course irrigation well was professionally serviced and a privacy fence was added along Pinehurst Avenue to shield the maintenance area from the street.

In 2017, improvements included replacing all of the protective screen on hole #10.

In 2018, the replacement of two irrigation control pedestal boxes is scheduled. In 2019, the course will replace two more irrigation boxes to improve application times and decrease water waste.

EXPENSE HIGHLIGHTS:

- 2200 - Professional Services & Fees - Membership in the Golf Course Superintendent Association of America (GCSAA).
- 2700 - Travel & Training - Attendance at GCSAA conferences and training.
- 2590 - Other Repair & Maintenance - Chemical, fertilizer, sand and materials.
- 2900 - Vehicle Equipment Rental - Rental for golf maintenance equipment replacement.

BLUFFS MAINTENANCE			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
PERSONNEL SERVICES								
45135	1100	WAGES	134,034	143,158	134,285	134,285	127,519	139,094
45135	1101	TEMPORARY WAGES	0	0	0	305	302	0
45135	1200	FICA	10,231	10,838	10,273	10,273	9,692	10,641
45135	1300	RETIREMENT	5,483	5,657	5,762	5,762	4,382	5,944
45135	1400	WORKMEN'S COMPENSATION	2,418	2,424	2,552	2,553	2,553	2,644
45135	1900	INSURANCE	<u>13,270</u>	<u>13,448</u>	<u>13,456</u>	<u>13,456</u>	<u>9,555</u>	<u>15,427</u>
		SUBTOTAL	165,436	175,525	166,328	166,634	154,003	173,750
OPERATING EXPENSES								
45135	2120	INSURANCE	2,129	1,184	2,200	2,200	1,157	2,200
45135	2200	PROFESSIONAL SERVICES & FEES	990	575	600	600	380	600
45135	2300	ADVERTISING	32	0	50	125	202.75	70
45135	2510	MOTOR VEHICLE REPAIR & MAINT	693	174	300	300	271.17	300
45135	2530	EQUIPMENT REPAIRS	11,739	9,102	12,000	12,000	7,831	12,000
45135	2540	BUILDING REPAIR & MAINTENANCE	1,073	1,805	1,000	1,000	882	1,000
45135	2590	OTHER REPAIR & MAINTENANCE	44,884	13,177	14,000	14,000	16,957	14,000
45135	2591	FERTILIZER & SEED	0	29,505	32,000	32,000	27,277	32,000
45135	2592	BUNKER & GREEN SAND	0	3,908	5,000	5,000	3,036	5,000
45135	2611	OFFICE SUPPLIES	136	35	350	350	69	350
45135	2612	OPERATING SUPPLIES	6,263	5,538	10,000	10,000	8,491	8,000
45135	2614	MOTOR VEHICLE FUEL/SUPPLIES	13,105	11,956	18,000	15,000	9,915	15,000
45135	2616	POSTAGE	7	9	50	25	20	25
45135	2618	CHEMICALS	15,880	21,325	15,000	15,000	16,823	15,000
45135	2619	UNIFORMS	900	96	500	500	0	500
45135	2700	TRAVEL & TRAINING	1,519	3,403	2,500	2,800	2,729	2,800
45135	2810	ELECTRICITY	15,725	15,130	14,000	14,000	14,113	14,500
45135	2820	WATER	658	655	600	600	749	650
45135	2830	SEWER	5,282	5,664	5,200	5,200	5,284	5,500
45135	2840	GAS	575	533	800	800	543	800
45135	2850	TELEPHONE	400	1,257	450	800	1,280	600
45135	2860	GARBAGE	783	747	800	800	738	850
45135	2900	VEHICLE EQUIPMENT RENTAL	<u>39,525</u>	<u>44,956</u>	<u>47,679</u>	<u>47,679</u>	<u>47,679</u>	<u>47,546</u>
		SUBTOTAL	162,298	170,734	183,079	180,779	166,427	179,291

NON-AD VALOREM, LODGING, DINING, AND ALCOHOL TAX (BED, BOARD, & BOOZE)

Approved in 1984 and supported by public vote in 1985, the fund provides for economic development and has been used by the Vermillion Area Chamber of Commerce and Development Company and other community promotions as approved by the City Council.

The revenues are budgeted at \$372,800 for 2018.

In 2018, the following organizations/projects are proposed for funding:

- W.H. Over Museum - \$15,000
- National Music Museum - \$15,000
- USD Student Services - \$5,000
- Fourth of July Celebration - \$3,500
- Vermillion Chamber of Commerce and Development Company - \$220,000
- Ribs, Rods and Rock'n'Roll - \$5,000
- Vermillion Now! - \$50,000
- Local Access Cable Channel - \$500
- South Dakota Shakespeare Festival - \$4,000
- City Website - \$5,500
- South Dakota All-Star High School Football Game - \$2,500

Non-Ad Valorem, Lodging, Dining, and Alcohol Tax (BED, BOARD, & BOOZE)				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES									
211	31310		BED, BOARD, AND BOOZE TAX	322,848	348,591	357,000	359,000	352,732	369,800
211	33410		STATE GRANT	0	0	0	0	0	0
211	33420		FEDERAL GRANT	0	0	0	0	0	0
211	36110		INTEREST INCOME	260	580	1,900	2,175	2177	3000
211	36710		VCDC REFUND	0	0	0	0	0	0
211	39111		TRANSFER IN FROM ENTERPRISE	0	0	0	0	0	0
211	39595		APPROPRIATION FROM RESERVE	0	0	0	0	0	0
REVENUES TOTAL				323,108	349,171	358,900	361,175	354,909	372,800
EXPENDITURES									
211	46500	4400	APPROPRIATION TO RESERVE	0	0	19,775	14,550	0	46,800
211	46500	5600	W H OVER MUSEUM	15,000	15,000	15,000	15,000	15,000	15,000
211	46500	5603	NATIONAL MUSIC MUSEUM	15,000	15,000	15,000	15,000	15,000	15,000
211	46500	5605	USD ADMISSIONS	5,000	0	5,000	5,000	0	5,000
211	46500	5608	FOURTH OF JULY CELEBRATION	3,500	3,500	3,500	3,500	3,500	3,500
211	46500	5610	VDC-CHAMBER PROGRAM	200,000	200,000	215,000	215,000	215,000	220,000
211	46500	5619	PROMOTION RIBS RODS & ROCK & ROLL	5,000	5,000	5,000	5,000	5,000	5,000
211	46500	5620	VERMILLION NOW	50,000	50,000	50,000	50,000	50,000	50,000
211	46500	5622	THURSDAYS O THE PLATZ PROMOTION	0	0	500	500	0	0
211	46500	5625	LOCAL ACCESS CHANNEL	381	385	1,000	500	392	500
211	46500	5626	CITY WEBSITE	0	0	0	5,500	5,050	5,500
211	46500	5627	RATINGEN STUDENT EXCHANGE	0	2,000	0	0	0	0
211	46500	5628	BOOSTER CLUB SIGNAGE	0	0	0	0	3,625	0
211	46500	5629	COYOTEPLY SHAKESPEARE FEAST	2,000	3,000	3,625	3,625	7,500	4,000
211	46500	5630	SCULPTURE WALK	10,000	3,000	7,500	7,500	0	0
211	46500	5631	VERMILLION AREA ARTS COUNCIL	250	0	0	0	0	0
211	46500	5632	STREET BANNERS	0	0	18,000	18,000	8,386	0
211	46500	5633	WELCOME ENTRANCE SIGN	0	10,000	0	0	0	0
211	46500	5634	SD ALL STARE FOOTBALL GAME	0	2,500	0	2,500	2,500	2,500
TOTAL EXPENDITURES				306,131	309,385	358,900	361,175	330,953	372,800

ADDITIONAL PENNY SALES TAX FUND

This special extra penny sales tax fund was established to record all special sales tax revenue and expenditures for municipal capital construction projects.

In 2001, the City council adopted an ordinance extending the sales tax effective July 1 for an indefinite time period.

In 2003, changes were made to the state laws regulating the additional sales tax; the revenue collected is now considered general fund money. However, the Vermillion City Council elected by ordinance that the additional penny sales tax will be used only for capital projects and purchases, to include capital outlay items of \$500 or greater.

SECOND PENNY SALES TAX FUND

			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
201	31320	SALES TAX	1,791,080	1,798,001	1,900,000	1,851,900	1,817,444	1,907,400
201	33410	FEDERAL & STATE GRANT	0	149,566	0	40,000	0	60,000
201	36110	INTEREST ON INVESTMENTS	8,661	19,670	27,500	32,000	34,614	27,500
201	36700	CONTRIBUTIONS & DONATIONS	0	2,500	4,000	5,000	0	5,000
201	39595	APPROPRIATION FROM RESERVE	0	0	58,246	725,660	0	0
201	39555	INTERFUND LOAN	0	0	0	0	0	0
REVENUE TOTAL			1,799,741	1,969,737	1,989,746	2,654,560	1,852,058	1,999,900
CAPITAL OUTLAY								
201	41220	3502 ENGINEERING GIS SERVICES	0	2,679	10,000	0	0	0
201	41220	3503 ICAP COMMUNITY CENTER CONSULTATION	0	0	3,000	3,000	3,000	0
201	42110	3100 FIRE/AMBULANCE FACILITY	0	42,504	0	10,000	8,778	0
201	42110	3201 SHELTER ROOF	0	7,392	0	0	0	0
201	42110	3500 POLICE EQUIPMENT	25,482	2,500	12,000	12,000	11,765	41,600
201	42110	3502 FIRE FIGHTING EQUIPMENT	19,818	193,944	75,000	75,000	74,541	53,900
201	42110	3504 AMBULANCE EQUIPMENT	36,506	8,967	12,200	12,200	11,589	64,000
201	43110	3200 AIRPORT IMPROVEMENTS	1,464	5,311	30,000	31,100	28,449	1,555
201	43110	3500 STREET DEPT EQUIPMENT	14,903	41,539	64,900	70,860	61,969	38,800
201	43110	3701 CONCRETE WORK	28,765	20,053	45,000	45,000	27,935	95,000
201	43110	3702 STREET CONSTRUCTION & ASPHALT OVERLAYS	94,758	99,238	125,000	125,000	112,912	250,000
201	43110	3704 ENGINEERING BIKE MASTER P	0	0	0	50,000	0	75,000
201	43110	3703 ENGINEERING DOWNTOWN PROJECT	7,638	22,024	10,000	0	0	10,000
201	43110	3705 STREET LIGHTS CITY SHARE	0	0	0	0	0	0
201	43110	3706 ENGINEERING WEST MAIN	0	0	0	16,770	16,761	0
201	45122	3201 BIKE PATH PAVING	101,483	0	240,380	34,950	34,949	260,100
201	45122	3205 PARKS EQUIPMENT REPLACEMENT	128,990	109,873	85,000	55,000	32,988	335,000
201	45122	3208 ARMORY IMPROVEMENTS	3,145	0	0	15500	14020	0
201	45122	3500 SWIMMING POOL	327,326	121,044	708,851	1,564,817	1,087,483	0
201	46000	3901 VERMILLION NOW	0	0	50,000	50,000	0	50,000
201	46000	5637 VCDC REINVESTMENT PROGRAM	<u>22,332</u>	<u>67,257</u>	<u>50,000</u>	<u>25,060</u>	<u>25,050</u>	<u>0</u>
SUBTOTAL			812,610	744,325	1,521,331	2,196,257	1,552,189	1,274,955
TRANSFERS & RESERVES								
201	41150	6101 TRANSFER TO CP-CHESTNUT ST	0	0	0	0	0	0
201	41150	6102 BLUFFS HOUSING	0	0	0	0	0	0
201	41150	6105 TRANSFER TO BIKE PATH FUND	0	0	0	0	0	0
201	41150	6107 TRANSFER TO PRENTIS PARK CP	0	48,455	87,070	76,356	76,356	78,818
201	41150	6108 TRANSFER CITY HALL DEBT SERVICE	351,764	349,943	349,770	351,746	257,212	337,870
201	41150	6109 TRANSFER TO EQUIPMENT REPLACEMENT	0	13,500	0	0	0	0
201	41150	6110 ADVANCE TO TIF #6	55,845	42,395	31,575	30,201	29,574	0
201	43900	4400 APPROPRIATION TO RESERVE	0	0	0	0	0	<u>308,257</u>
SUBTOTAL			407,609	454,293	468,415	458,303	363,141	724,945
TOTAL EXPENDITURES AND TRANSFERS			1,220,219	1,198,618	1,989,746	2,654,560	1,915,330	1,999,900

LIBRARY FUND

Library Fund revenues come from three primary sources: library fines and fees, gifts to the library, and Clay County. Fines and fees are comprised of overdue fees, copier machine fees, fax fees, replacement fees for lost library cards, and payments for lost or damaged materials. The expenditures in this fund are primarily used for library programming and presenter fees, especially the summer reading program, and other items approved by the library board.

<u>LIBRARY FUND</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES									
214	34635		COUNTY REVENUE	4,000	4,000	4,000	4,000	4,000	4,000
214	35110		FINES & FORFIETS	3,153	4,748	4,550	4,550	3,673	3,500
214	36110		INTEREST ON INVESTMENTS	20	26	30	30	24.11	20
214	36710		CONTRIBUTIONS & DONATIONS	5,143	6,161	6,500	9,000	9,718	3,500
214	36990		OTHER	4,160	4,895	3,300	5,000	6,591	5,000
214	39595		APPROPRIATION FROM RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
REVENUES TOTAL				16,476	19,830	18,380	22,580	24,007	16,020
EXPENDITURES									
214	45122	2590	OTHER REPAIR & MAINTENANCE	54	1083	3,000	0	0	0
214	45122	2990	OTHER CURRENT EXPENSES	11,618	7,034	11,620	12,200	11,286	10,700
214	45122	3900	CAPITAL EXPENDITURES	0	4639	0	0	0	0
214	45122	4400	APPROPRIATION TO RESERVE	<u>0</u>	<u>0</u>	<u>3,760</u>	<u>10,380</u>	<u>0</u>	<u>5320</u>
EXPENDITURE TOTAL				11,672	12,756	18,380	22,580	11,286	16,020

STORMWATER COLLECTION SYSTEM MAINTENANCE FUND

On November 30, 1992, the City Council approved a citywide property drainage fee dedicated to the construction or replacement of storm water collection lines. Property owners will pay the fee at a rate determined by the size and use of their properties. This fee also applies to otherwise tax-exempt property holdings and totaled over \$227,000 in 2017. The fee is used to repair the storm sewer system, to complete studies about the system, and to construct new portions of storm sewer through the City.

In the past, the fund has been used for construction of storm water infrastructure (i.e. French Addition, Bliss Pointe Addition, and Norbeck Street construction). Recently the fund has been used to complete drainage studies at Erickson Addition, Linden Street ravine, and at Brooks Industrial Park Addition. Due to the study's findings, projects were completed at Erickson Addition in 2016, and at Linden Street ravine in 2017. In 2018, the City will be completing a study on the south ditch of South Dakota Highway 50 and design plans on the construction plans for improvements at Brooks Industrial Park Addition.

<u>STORMDRAINAGE FEE FUND</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES									
218	31111		ESTIMATED DELINQUENT TAXES	0	0	-2,400	-2,400	0	-2,400
218	31180		DELINQUENT TAXES	3,453	2,809	2,400	2,400	1,296	2,400
218	31190		STORM WATER FEE	203,778	214,683	227,700	229,700	227,642	238,300
218	31910		PENALTY & INTEREST	938	941	500	500	501	500
218	31191		STORMWATER FEE PRIOR YEAR	0	0	0	0	0	0
218	33410		GRANTS	25,000	0	0	0	0	0
218	36110		INTEREST ON INVESTMENTS	4,034	4,527	5,000	6,400	6,434	12,000
218	39595		APPROPRIATION FROM RESERVE	0	0	<u>356,800</u>	<u>116,150</u>	<u>104,484</u>	0
REVENUES TOTAL				237,203	222,960	590,000	352,750	340,358	250,800
OPERATING EXPENSES									
218	43150	2200	PROFESSIONAL FEES	0	54,964	25,000	29,250	18,090	30,000
218	43150	2540	STORM SEWER REPAIR & MAINTENANCE	20,482	1,772	15,000	26,000	25,704	15,000
218	43150	6100	REFUND OVERBILL	0	0	0	0	0	0
SUBTOTAL				20,482	56,736	40,000	55,250	43,793	45,000
CAPITAL OUTLAY									
218	43150	3800	STORM SEWER CONSTRUCTION	<u>15,153</u>	<u>48,284</u>	<u>550,000</u>	<u>297,500</u>	<u>296,565</u>	0
SUBTOTAL				15,153	48,284	550,000	297,500	296,565	0
DEBT SERVICE & RESERVE									
218	43150	4100	PRINCIPAL	0	0	0	0	0	0
218	43150	4200	INTEREST	0	0	0	0	0	0
218	43150	4400	RESERVE	0	0	0	0	0	205,800
218	43150	6201	TRANSFER TO TIF 6	0	0	0	0	0	0
SUBTOTAL				0	0	0	0	0	205,800
TOTAL EXPENDITURES				35,635	105,020	590,000	352,750	340,359	250,800

PARKS CAPITAL IMPROVEMENT FUND

This fund was established in 1993 to account for recreation fees and private contributions that have been earmarked for the acquisition and improvements of City park facilities. The Parks Capital Improvement Fund contains money for softball, soccer, baseball field improvements, the Rec Center and the swimming pool. The fund also provides equipment to public schools tumbling and fitness in exchange for use of facilities. The Wellmark 3 Point Play program was completed with a final contribution in 2013 of \$8,540. In 2014, Wellmark again combined with the City of Vermillion's Recreation Department; amount of funds received from the 3-Point Play will be based on performance of certain University of South Dakota athletic teams.

In late 2015, a \$75,000 donation was given to the City by the Blanche Bremer estate. This money was used to establish a playground at Bliss Pointe Park in 2016.

<u>PARKS CAPITAL FUND</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
202	33410	GRANTS	0	0	0	0	0	0
202	34635	RECREATION FEES CAPITAL	1,934	8,832	4,750	6,500	5,527	4,000
202	36110	INTEREST ON INVESTMENTS	10	10	10	130	122	130
202	36710	CONTRIBUTIONS & DONATIONS	71,674	12,741	0	0	0	0
202	39595	APPROPRIATION FROM RESERVE	<u>0</u>	<u>0</u>	<u>9,175</u>	<u>0</u>	<u>0</u>	<u>0</u>
REVENUES TOTAL			73,618	21,583	13,935	6,630	5,649	4,130
EXPENDITURES								
202	45122	3900 CAPITAL EXPENDITURES	2,309	86,028	13,935	6,630	3,000	4,130
202	45122	4400 APPROPRIATION TO RESERVE	0	0	0	0	0	0
202	45122	6100 TRANSFER TO SALES TAX	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
PARKS CAPITAL TOTAL			2,309	86,028	13,935	6,630	3,000	4,130

CLAY AREA EMERGENCY SERVICES COMMUNICATION CENTER

The Clay Area Emergency Services Communication Center (CAESCC) was established by an amendment to the City/County Joint Powers Agreement. The Communication Center is the Public Safety answering point (PSAP) for all 9-1-1 calls originating within the borders of Clay County, as well as many coming from outlying counties via cellular phone. The CAESCC dispatches for law enforcement, fire and emergency medical services within Clay County.

The Communication Center Director and eight full-time 9-1-1 Telecommunicators staff the Communication Center. All personnel have been certified as 9-1-1 Telecommunicators by the State of South Dakota.

In addition to handling emergency situations throughout Clay County, the Telecommunicators process and dispatch non-emergency calls for the Vermillion Police Department, the Clay County Sheriff's Office, the South Dakota Highway Patrol, the South Dakota Department of Game, Fish & Parks and Clay County Emergency Management. Telecommunicators assist local law enforcement agencies via the South Dakota Teletype System. This system allows the operators to access criminal records, driving records, want and warrant records, vehicle registration and records of the National Crime Information Center (NCIC). The Telecommunicators also communicate with City employees via radio and handle after hours calls for the City of Vermillion (i.e. utilities and miscellaneous after hours calls).

OF INTEREST:

In April of 2017, the Communication Center had a new administrative phone system installed by EarthBend.

In 2018, the Communication Center will replace the computers that control the radio systems for each dispatch console. These computers were last replaced in 2013. The Communication Center will also be adding an additional Telecommunicator position in 2018 to work towards the goal of reducing single coverage and having two Telecommunicators working 24/7.

EXPENSE HIGHLIGHTS:
 3501 – Replace radio system computers
 1100 – New position

<u>911 FUND</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
212	33890	COUNTY PAYMENT -COMMUNICATIONS	256,057	268,316	305,162	305,162	299,267	328,780
212	36700	CONTRIBUTIONS PRIVATE SOURCES	0	0	0	0	0	0
212	33410	FEDERAL GRANTS	36,020	8,104	0	0	0	0
212	39111	TRANSFER IN FROM GENERAL	<u>256,057</u>	<u>268,316</u>	<u>281,162</u>	<u>281,162</u>	<u>275,631</u>	<u>314,780</u>
REVENUES TOTAL			548,134	544,736	586,324	586,324	574,898	643,560

911 FUND EXPENDITURES

			2015	2016	2017	2017	2017	2018	
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET	
PERSONNEL SERVICES									
212	42151	1100	WAGES	322,138	333,405	358,015	358,015	355,680	405,472
212	42151	1101	OVERTIME	10,529	13,415	11,000	11,000	11,712	11,000
212	42151	1200	FICA	25,143	26,054	28,230	28,230	27,664	31,860
212	42151	1300	RETIREMENT	19,930	20,809	22,141	22,141	21,437	24,988
212	42151	1400	WORKMEN'S COMPENSATION	670	656	694	695	695	784
212	42151	1900	INSURANCE	<u>51,138</u>	<u>51,856</u>	<u>53,824</u>	<u>53,823</u>	<u>52,148</u>	<u>68,111</u>
SUBTOTAL				429,548	446,195	473,904	473,904	469,336	542,215
OPERATING EXPENSES									
212	42151	2200	PROFESSIONAL SERVICES	7,688	6,853	7,500	7,500	7,605	8,500
212	42151	2300	ADVERTISING	401	0	500	500	162	500
212	42151	2530	EQUIPMENT REPAIR & MAINT.	27,823	33,634	29,130	29,130	28,063	29,255
212	42151	2590	OTHER REPAIR & MAINTENANCE	2,385	3,419	5,000	5,000	4,679	5,000
212	42151	2611	OFFICE SUPPLIES	1,838	918	2,000	2,000	1,139	2,000
212	42151	2616	POSTAGE	0	0	100	100	24	100
212	42151	2617	PROFESSIONAL PUBLICATIONS	849	712	700	700	887	700
212	42151	2618	UNIFORMS	926	500	1,000	1,000	900	1,000
212	42151	2700	TRAVEL & TRAINING	911	4,262	4,000	4,000	2,878	4,000
212	42151	2850	TELEPHONE/TELETYPE	<u>38,276</u>	<u>35,580</u>	<u>35,990</u>	<u>35,990</u>	<u>34,689</u>	<u>36,290</u>
SUBTOTAL				81,097	85,878	85,920	85,920	81,026	87,345
CAPITAL OUTLAY									
212	42151	3500	FURNITURE & EQUIPMENT	36,271	2633	2,500	2,500	900	0
212	42151	3501	EQUIPMENT REPLACEMENT	<u>1,218</u>	<u>10,029</u>	<u>24,000</u>	<u>24,000</u>	<u>23,636</u>	<u>14,000</u>
SUBTOTAL				37,489	12,662	26,500	26,500	24,536	14,000
911 FUND EXPENDITURES				548,134	544,735	586,324	586,324	574,898	643,560

BUSINESS IMPROVEMENT DISTRICT #1

In September 2013, the City Council adopted a resolution designating the boundaries of a business improvement district. The Council also adopted a resolution establishing the Board of Directors. Five Board directors were appointed and bylaws have been approved. The City Council approved a resolution setting the fee amount at \$2 per night per occupied room beginning June 1, 2014.

State law permits cities to fund business improvement districts through a lodging fee at \$2.00 per occupied room per night. The purpose of the district is to fund a portion of the costs of creation, promotion and marketing of visitor facilities, events, attractions and activities which benefit the City and hotels. Eligible expenses may include payment for costs of acquisition, construction, maintenance, operation and funding of public improvements, facilities for the enhancement, expansion, marketing, and promotion of visitor facilities, events, attractions and activities, and the necessary staff to execute these efforts.

During 2017, the City Council approved a motion allocating 85% of the amount collected be remitted to the VCDC for marketing and tourism efforts until such time as the reserve fund reaches \$30,000. Once a reserve fund of \$30,000 is reached, all funding will be provided to the VCDC for tourism and marketing purposes.

<u>BUSINESS IMPROVEMENT DISTRICT #1</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES									
213	31310		B.I.D. #1 OCCUPANCY TAX	59,306	52,328	65,000	65,000	53,900	65,000
213	39595		APPROPRIATION FROM RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,550</u>	<u>0</u>	<u>0</u>
REVENUES TOTAL				59,306	52,328	65,000	66,550	53,900	65,000
EXPENDITURES									
213	46500	2300	PROMOTIONS/MARKETING	38,891	56,982	55,250	65,250	55,626	55,250
213	46500	4400	APPROPRIATION TO RESERVE	0	0	8,450	0	0	8,450
213	46500	6105	TRANSFER TO GENERAL	<u>1,119</u>	<u>1,114</u>	<u>1,300</u>	<u>1,300</u>	<u>1,074</u>	<u>1,300</u>
EXPENDITURE TOTAL				40,010	58,096	65,000	66,550	56,700	65,000

DEBT SERVICE FUNDS

SPECIAL ASSESSMENTS

This fund accounts for the accumulation of monies for payment of special assessment bonds principal and interest. The special assessment bonds from 2005 to 2015 collections and bond payments are recorded. Assessments are certified to the county for collection.

<u>SPECIAL ASSESSMENT</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
751	36110	INTEREST ON INVESTMENTS	700	1,913	1,100	1,475	1,475	4,000
751	36288	PRINCIPAL	38,811	218,135	21,297	176,803	190,220	17,585
751	36396	INTEREST 1996 ASSESSMENTS	544	1	0	0	0	0
751	36304	INTEREST 2005 ASSESSMENTS	205	0	0	0	0	0
751	36306	INTEREST 2006 ASSESSMENTS	780	390	0	0	0	0
751	36307	INTEREST 2007 ASSESSMENTS	498	409	103	103	242.86	0
751	36308	INTEREST 2008 ASSESSMENTS	3,332	3,176	1,402	1,402	435	701
751	36310	INTEREST 2010 ASSESSMENTS	0	0	40	40	0	30
751	36312	INTEREST 2012 ASSESSMENTS	87	44	0	0	0	0
751	36313	INTEREST 2013 ASSESSMENTS	2,667	1,436	869	869	999.12	745
751	36315	INTEREST 2015 ASSESSMENTS	265	42,123	22,088	6,815	6,222	1,891
751	36317	INTEREST 2017 ASSESSMENTS	0	0	0	0	0	0
751	39595	APPROPRIATION FROM RESERVE	0	0	0	0	0	0
751	39555	INTERFUND LOAN	0	0	162,000	23,100	0	162,000
REVENUES TOTAL			47,889	267,627	208,899	210,607	199,593	186,952
EXPENDITURES								
751	43140	3700 INTEREST	4,882	15,611	9,941	9,230	9,708	3,367
751	43140	3741 REPAY INTERFUND LOAN PRINCIPAL	22,677	153,462	22,397	178,277	207,409	21,585
751	43140	4400 APPROPRIATION TO RESERVE	0	0	14,561	0	0	0
751	43140	6100 CAPITAL PROJECTS TRANSFER	409,599	0	162,000	23,100	12,195	162,000
TOTAL EXPENDITURES			437,158	169,073	208,899	210,607	229,311	186,952

TIF DISTRICT NO. 5 (VCDC)

The City Council created TIF 5 in 2013 to assist the VCDC with construction of the building at 1012 Princeton Street, the Vermillion Technology Center. Property taxes from the fund will go toward the project. Property tax collections are to be used for VCDC debt service on the property.

<u>DEBT SERVICE - TIF 5 VCDC BLDG</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
773	31110	PROPERTY TAXES	204	27,256	45,235	42,416	42,416	59,760
REVENUES TOTAL			204	27,256	45,235	42,416	42,416	59,760
EXPENDITURES								
773	46510	4100 PRINCIPAL	0	0	0	0	0	0
773	46510	4200 ECONOMIC DEVELOPMENT GRANT	204	27,256	45,235	42,416	42,416	59,760
TOTAL EXPENDITURES			204	27,256	45,235	42,416	42,416	59,760

TIF DISTRICT NO. 6 (Bliss Pointe)

This fund was created for the accumulation of monies for payment of tax incremental financing bonds principal and interest. The bond proceeds were granted to the VCDC for the infrastructure improvements in the Bliss Pointe development. Property taxes from the fund go toward debt service on the private placement bond that was sold.

<u>DEBT SERVICE -TIF #6 BLISS POINT</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
776	31110	PROPERTY TAXES	4,775	18,222	29,045	30,419	31,018	116,700
776	36110	INTEREST INCOME	0	0	0	0	0	0
776	39111	TRANSFER IN SALES TAX	0	0	0	0	0	0
776	39555	ADVANCE FROM SALES TAX	55,845	42,395	31,575	30,201	29,574	0
776	39595	APPROPRIATION TO RESERVE	0	0	0	0	0	0
776	31910	PENALTY & INTEREST	0	3	0	0	29	0
REVENUES TOTAL			60,620	60,620	60,620	60,620	60,621	116,700
EXPENDITURES								
776	46510	4100 PRINCIPAL	0	0	0	0	0	56,080
776	46510	4200 INTEREST EXPENSES	60,620	60,620	60,620	60,620	60,620	60,620
776	46510	4300 FISCAL AGENT FEES	0	0	0	0	0	0
775	46510	6100 TRANSFER OUT	0	0	0	0	0	0
776	46510	4400 APPROPRIATION TO RESERVE	0	0	0	0	0	0
TOTAL EXPENDITURES			60,620	60,620	60,620	60,620	60,620	116,700

CITY HALL DEBT SERVICE

This fund was created to service the debt on the city hall bond issue. The bond included a debt service reserve that will accrue interest that will be used on the debt service. The second penny sales tax fund will transfer funds needed to make the debt service payments. The debt was advanced refunded in late 2015 with the proceeds used to call the original bonds in December of 2017. The last payment on the lease is due December, 2026.

<u>DEBT SERVICE -CITY HALL</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
775	36110	INTEREST INCOME	6,473	26,930	35,170	25,581	26,548	3,000
775	39111	TRANSFER IN SALES TAX	351,764	349,943	349,770	351,746	257,212	337,870
775	39121	BONDS PROCEEDS BOND RESERVE	0	0	0	0	0	0
775	39595	APPROPRIATION TO RESERVE	2,695,000	0	2,720,950	2,600,563	0	0
REVENUES TOTAL			3,053,237	376,873	3,105,890	2,977,890	283,760	340,870
EXPENDITURES								
775	46510	4100 PRINCIPAL	215,000	220,000	2,925,000	2,795,000	2,795,000	280,000
775	46510	4200 INTEREST EXPENSES	137,041	185,127	178,890	178,890	178,890	58,870
775	46510	4300 FISCAL AGENT FEES	2,000	3,512	2,000	4,000	4,000	2,000
775	46510	6100 TRANSFER OUT	0	0	0	0	0	0
775	46510	4400 APPROPRIATION TO RESERVE	0	0	0	0	0	0
775	46510	4501 BOND ISSUANCE COSTS	56,725	0	0	0	0	0
TOTAL EXPENDITURES			410,766	408,639	3,105,890	2,977,890	2,977,890	340,870

PRENTIS PARK DEBT SERVICE

This fund was created to service the General Obligation bond issue. The malt beverage markup revenues are being transferred into this fund from the General Fund and the balance for the debt service needs will be transferred from second penny to avoid the need to levy property tax for the debt service.

<u>DEBT SERVICE - PRENTIS PARK</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
772	36110	INTEREST ON INVESTMENT	0	0	0	212	212	0
772	39111	TRANSFER IN SALES TAX	0	48,455	87,070	76,356	76,356	78,818
772	39112	TRANSFER IN GENERAL FUND	58,000	115,000	112,000	130,500	129,829	119,000
772	39595	APPROPRIATION FROM RESERVE	0	0	0	0	0	0
REVENUES TOTAL			58,000	163,455	199,070	207,068	206,397	197,818
EXPENDITURES								
772	46510	4100 PRINCIPAL	0	150,000	125,000	125,000	125,000	125,000
772	46510	4200 INTEREST EXPENSES	0	49,454	72,070	72,068	72,068	70,818
772	46510	4300 FISCAL AGENT FEES	0	400	2,000	2,000	600	2,000
772	46510	4400 APPROPRIATION TO RESERVE	0	0	0	8,000	0	0
TOTAL EXPENDITURES			0	199,854	199,070	207,068	197,668	197,818

CAPITAL PROJECTS FUND

The Capital Projects Fund accounts for payments of capital improvement projects outside of the enterprise funds.

CAPITAL PROJECTS SPECIAL ASSESSMENTS / STIP

This fund is used to account for receipts and disbursements of monies used for the construction of capital improvements, which are to be assessed to property owners. Currently \$150,000 is budgeted for sidewalk repairs in 2018. The property owners and the sale of special assessment bonds finance the projects. The eight percent fiscal fee, which has accumulated in the fund, is being transferred to the general fund for engineering services.

The State Transportation Improvement Plant (STIP) projects design and construction will be included in this fund with revenue being transferred in from the General Fund. For 2018, \$785,000 is budgeted for STIP projects.

<u>SPECIAL ASSESSMENT</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
752	36110	INTEREST ON PUBLIC PAYMENTS	0	0	0	19	59	0
752	39111	TRANSFER IN DELAYED ASSESSMENT	0	0	0	0	0	0
752	39112	TRANSFER FROM DEBT SERVICE	409,599	0	162,000	23,100	12,195	162,000
752	39120	PUBLIC PAYMENTS FOR IMPROVEMENTS	97,712	0	0	6,440	13,213	0
752	39121	ADVANCE FROM ELECTRIC	0	0	0	0	0	0
752	39121	TRANSFER IN GF- STIP FUND	0	0	0	40,000	12,323	785,000
752	39595	APPROPRIATION FROM RESERVE	0	0	0	0	0	0
REVENUES TOTAL			507,311	0	162,000	69,559	37,790	947,000
EXPENDITURES								
752	43110	3700 STREET LIGHT CONSTRUCTION	0	0	0	0	0	0
752	43110	3701 STREET CONSTRUCTION	0	0	0	0	0	785,000
752	43110	3702 SIDEWALKS	0	5,971	150,000	21,500	16,644	150,000
752	43110	3710 STREET CONSTRUCTION- SA	0	0	0	40,000	12,323	0
752	43110	4400 APPROPRIATION TO RESERVE	0	0	5,200	5,971	0	0
752	43110	6100 TRANSFER TO GENERAL FUND-ENGINEERING	17,012	0	6,800	2,088	2,852	12,000
752	43110	6101 TRANSFER OUT TO DEBT SERVICE	0	0	0	0	0	0
753	43500	2203 SITE IMPROVEMENTS	0	0	0	0	0	0
TOTAL EXPENDITURES			17,012	5,971	162,000	69,559	31,820	947,000

AIRPORT

This fund accounts for airport improvements financed with federal and state grants. The 2016 expenditures were for the engineering of apron reconstruction and for the update to the airport layout plan. The 2017 expenditures were for the apron reconstruction. Although the City pays for projects upfront, the City is reimbursed by the state and federal agencies at 4% and 90%, respectively. After all reimbursements are received the City is only responsible for 6% of the cost.

<u>AIRPORT</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
755	33111	STATE GRANT	1,464	5,311	30,000	31,100	28,448	1,555
755	33421	FEDERAL GRANT	26,354	95,590	540,000	559,800	512,055	27,990
755	39111	SECOND PENNY TRANSFER IN	1,464	5,311	30,000	31,100	28,449	1,555
755	39595	APPROPRIATION FROM RESERVE	0	0	0	0	0	0
REVENUES TOTAL			29,282	106,212	600,000	622,000	568,951	31,100
EXPENDITURES								
755	43500	3200 AIRPORT CONSTRUCTION	29,282	106,211	600,000	622,000	568,951	31,100
755	43500	6109 TRANSFER TO SECOND PENNY	0	0	0	0	0	0
TOTAL EXPENDITURES			29,282	106,211	600,000	622,000	568,951	31,100

BIKE PATH

This fund is used to account for the bike path construction. The City received a \$750,000 federal grant to assist with hike/bike path projects. The federal grant will fund 82% of the project and the City match will be transferred from the second penny sales tax fund to provide the local match. In 2009, a contract was entered into for the extension along the Vermillion River. The second phase was the extension along SD Hwy 50. The third phase was the construction of the trail along Hwy. 19 from Cherry Street to Hwy 50. In 2018 the City will complete the design of the bike path relocation. The construction of the bike path will occur in 2019.

<u>BIKE PATH</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
757	33410	STATE GRANT	0	0	0	0	90	0
757	33420	FEDERAL GRANT	0	0	36,320	52,500	2,704	42,400
757	39111	TRANSFER IN SALES TAX	<u>31,533</u>	<u>0</u>	<u>240,380</u>	<u>34,950</u>	<u>34,949</u>	<u>260,100</u>
REVENUES TOTAL			31,533	0	276,700	87,450	37,744	302,500
EXPENDITURES								
757	43901	3200 BIKE PATH CONSTRUCTION	0	0	250,000	34,950	34,949	250,000
757	43901	3201 PROFESSIONAL SERVICES	0	0	26,700	52,500	3,300	52,500
757	43901	4400 APPROPRIATION TO RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES			0	0	276,700	87,450	38,249	302,500

PRENTIS PARK IMPROVEMENTS

This fund is used to account for the Prentis Park improvements consisting of swimming pool, parking lot and basketball courts. Professional fees were incurred in 2015 with construction starting in 2016 with completion in 2017 for the pool. The basketball courts were constructed in 2017. The parking lot will be completed by May 1, 2018. Additionally, a sidewalk will be constructed in 2018 extending from the new swimming pool north towards East Clark Street. Additional sidewalks will be constructed in the following years to provide more access to the park. Funding is from \$1,000,000 from General Fund, \$309,445 being the balance of the Lotuswood land proceeds, \$1,692,229 transfer from Second Penny Sales Tax, and \$3,030,000 from General Obligation bond and \$100,000 of donations.

<u>PRENTIS PARK IMPROVEMENTS</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES								
754	36710	CONTRIBUTIONS & DONATIONS	13,220	13,860	36,780	23,850	11,050	0
754	39111	TRANSFER IN SECOND PENNY	327,326	121,044	708,851	1,564,817	1,087,483	0
754	39112	TRANSFER IN GENERAL FUND	0	34,029	1,000,000	1,285,416	1,087,483	0
754	39355	BOND PROCEEDS	0	3,095,132	0	0	0	0
754	36110	INTEREST ON INVESTMENTS	<u>0</u>	<u>7,257</u>	<u>0</u>	<u>2,227</u>	<u>2,227</u>	<u>0</u>
REVENUES TOTAL			340,546	3,271,322	1,745,631	2,876,310	2,188,243	0
EXPENDITURES								
754	45500	2200 PROFESSIONAL SERVICES	340,546	305,633	235,873	63,000	62,993	0
754	45500	3200 POOL IMPROVEMENTS	0	3,493,077	1,509,758	1,783,800	1,783,756	0
754	45500	3300 BASKETBALL/PARKING LOT	0	0	0	335,000	129,433	0
754	45500	3900 IMPROVEMENTS-OTHER	0	34,029	0	68,471	68,131	0
754	45500	4350 BOND ISSUANCE COSTS	0	64,623	0	0	0	0
754	45500	4400 APPROPRIATION TO RESERVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>626,039</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES			340,546	3,897,362	1,745,631	2,876,310	2,044,313	0

INTERNAL SERVICE FUNDS

EQUIPMENT REPLACEMENT FUND

The Equipment Replacement Fund was approved by the City Council in 1989 to better anticipate the inevitable depreciation of City fleet vehicles and to avoid cost overruns for a budget year.

In 2018, the vehicles scheduled for replacement include:

Police Department	Patrol Vehicle (SUV) Patrol Vehicle (Car)
Airport	Riding Mower
General Government	City Manager Car
Street Department	Skid Loader Sander Tree Chipper
Water Department	Back Hoe
Light and Power Department	Air Compressor ½ Ton Pick-up Truck
Waste Water Department	Skid Loader Fork Lift
Fire Department	Air Compressor Air Fill Station
Golf Course	2010 Reel Mower 2006 Reel Mower

After the purchase of the new city manager vehicle the replaced car will be transferred to the Engineering Department for use as the department's travel car. The engineering travel car will then be transferred to the Police Department for use in investigations by their detectives as per the rotation schedule. The Police Department vehicle will be transferred to the airport for use as a courtesy car.

The fund balance at the end of 2018 is projected to be \$639,042.

EQUIPMENT REPLACEMENT FUND

	2015	2016	2017	2017	2017	2018
	ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES						
810 36210	EQPT. REPLACEMENT	439,397	482,524	531,295	530,747	530,624
810 36110	INTEREST ON INVESTMENTS	2,564	4,330	4,000	5,500	5,850
810 39107	CONTRIBUTED CAPITAL	0	19,000	0	0	0
810 39130	SALE OF EQUIPMENT	15,950	49,718	147,500	146,500	90,500
810 39111	TRANSFER IN	6,000	75,178	0	2,500	0
810 39595	APPROPRIATION FROM RESERVE	0	0	230,205	117,974	0
	REVENUES TOTAL	463,911	630,750	913,000	803,221	626,974
EXPENDITURES						
810 43810 3600	EQUIPMENT REPLACEMENT	234,422	659,484	913,000	803,221	553,347
810 43810 4800	RETURN OF CAPITAL	0	0	0	0	0
810 43810 6100	TRANSFER OUT	0	0	0	0	0
810 43810 4400	APPROPRIATION TO RESERVE	0	0	0	0	154,522
	TOTAL EXPENDITURES	234,422	659,484	913,000	803,221	626,974

UNEMPLOYMENT FUND

As the City is self-funded, the Unemployment Fund was established to pay unemployment claims from the State. The fund retains interest earnings and pays claims.

<u>UNEMPLOYMENT FUND</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES									
708	36110		INTEREST ON INVESTMENTS	89	99	130	110	125	110
708	39595		APPROPRIATION FROM RESERVE	0	0	0	600	0	0
REVENUES TOTAL				89	99	130	710	125	110
EXPENDITURES									
708	44100	2200	REIMBURSEMENT TO STATE	0	0	130	710	354	110
SUBTOTAL				0	0	130	710	354	110
RESERVES									
708	44100	4400	TO RESERVE	0	0	0	0	0	0
708	44100	6100	TRANSFER TO GENERAL FUND	0	0	0	0	0	0
SUBTOTAL				0	0	0	0	0	0
UNEMPLOYMENT TOTAL				0	0	130	710	354	110

COPIER, FAX, AND POSTAGE

The internal Copier and Fax Fund were established to provide the mechanism to charge each department for photocopies and fax operations. The postage meter is also part of this fund to provide for charging postage and equipment maintenance to each department. The charge provides for enough funds to purchase new equipment when needed.

<u>COPIER FAX POSTAGE FUND</u>				2015	2016	2017	2017	2017	2018
				ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
REVENUES									
801	34150		CITY COPIES	4,230	4,586	5,000	5,000	4,716	5,000
801	34190		POSTAGE REVENUE	11,750	10,197	13,000	13,000	10,195	13,000
801	34250		FAX REVENUE	94	74	150	100	80	100
801	39595		APPROPRIATION FROM RESERVE	0	0	0	0	0	0
REVENUES TOTAL				16,074	14,857	18,150	18,100	14,991	18,100
OPERATING EXPENSES									
801	41220	2530	POSTAGE MACHINE MAINTENANCE	1,134	1,342	1,200	1,200	1,146	1,200
801	41220	2611	OFFICE SUPPLIES--COPIER	1,898	2,274	3,500	2,800	2,756	3,000
801	41220	2616	POSTAGE	9,971	9,479	11,500	11,500	9,621	11,500
801	41221	2611	OFFICE SUPPLIES--FAX	313	284	150	200	200	250
SUBTOTAL				13,316	13,379	16,350	15,700	13,723	15,950
CAPITAL OUTLAY									
801	41220	3500	FURNITURE & EQUIPMENT--COPIER	0	0	0	0	0	0
801	41221	3500	FURNITURE & EQUIPMENT--FAX	0	284	0	0	0	0
801	41220	4400	APPROPRIATION TO RESERVE	0	0	1,800	2,400	0	2,150
SUBTOTAL				0	284	1,800	2,400	0	2,150
TOTAL				13,316	13,663	18,150	18,100	13,723	18,100

CUSTODIAL SERVICES FUND

This fund provides custodial services to all City facilities. The department currently consists of one full-time custodian and contracts for the remaining cleaning services. The fund provides the labor while the individual facilities provide necessary supplies.

<u>CUSTODIAL SERVICES FUND</u>			2015	2016	2017	2017	2017	2018
			ACTUAL	ACTUAL	BUDGET	REVISED	ACTUAL	BUDGET
CUSTODIAL REVENUE								
812	31190	CUSTODIAL FEES	87,000	92,000	100,000	93,100	93,073	91,850
812	39595	APPROPRIATION FROM RESERVE	<u>0</u>	<u>6,898</u>	<u>0</u>	<u>1,333</u>	<u>0</u>	<u>234</u>
REVENUES TOTAL			87,000	98,898	100,000	94,433	93,073	92,084
PERSONNEL SERVICES								
812	43280	1100 WAGES	63,987	64,847	65,448	29,943	29,975	26,004
812	43280	1101 OVERTIME	0	0	100	0	0	0
812	43280	1200 FICA	4,794	4,337	5,014	2,291	2,263	1,989
812	43280	1300 RETIREMENT	3,412	3,009	3,426	1,526	1,783	1,560
812	43280	1400 WORKMEN'S COMPENSATION	1,478	1,492	1,555	710	1,555	617
812	43280	1900 INSURANCE	<u>13,270</u>	<u>12,887</u>	<u>13,456</u>	<u>7,848</u>	<u>7,316</u>	<u>7,714</u>
SUBTOTAL			86,941	86,572	88,999	42,318	42,892	37,884
OPERATING EXPENSES								
812	43280	2200 PROFESSIONAL SERVICES	0	134	200	200	28.57	150
812	43280	2510 MOTOR VEHICLE REPAIR & MAINTENANCE	137	5	750	50840	50657.51	53200
812	43280	2530 EQUIPMENT REPAIR & MAINTENANCE	0	0	500	500	0	300
812	43280	2614 MOTOR VEHICLE FUEL & SUPPLIES	802	669	750	25	22.48	0
812	43280	2619 UNIFORMS	575	100	500	250	100	250
812	43280	2850 TELEPHONES	236	236	300	50	19.67	50
812	43280	2900 VEHICLE EQUIPMENT RENTAL	<u>413</u>	<u>519</u>	<u>548</u>	<u>0</u>	<u>0</u>	<u>0</u>
SUBTOTAL			2,163	1,663	3,548	51,865	50,828	53,950
CAPITAL OUTLAY								
812	43280	3500 FURNITURE & MINOR EQUIPMENT	0	0	500	250	0	250
812	43280	6100 TRANSFER TO EQUIPMENT REPLACEMENT	0	0	0	0	0	0
812	43280	4400 APPROPRIATION TO RESERVE	0	0	6953	0	0	0
SUBTOTAL			0	0	7,453	250	0	250
CUSTODIAL SERVICES TOTAL			89,104	88,235	100,000	94,433	93,721	92,084

ORDINANCE 1361
2018 APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING the 2018 Appropriations Ordinance for the City of Vermillion, South Dakota.

BE IT ORDAINED BY THE GOVERNING BODY of the City of Vermillion that the following sums are appropriated to meet the obligations of the municipality.

2018 Budget

GENERAL FUND

REVENUES:

General Property Taxes	2,306,400	
Sales Tax	1,908,000	
Penalties & Interest	7,500	
Licenses & Permits	160,250	
Cable TV Franchise	106,000	
State Intergovernmental	641,940	
County Intergovernmental	111,000	
Charges for Goods & Services	756,600	
Fines & Forfeits	45,650	
Miscellaneous Revenues	240,700	
TOTAL GENERAL FUND REVENUES		6,284,040

EXPENDITURES:

Policy & Administration:

General Government	558,978	
Finance Office	187,102	
Engineering	349,931	
Planning & Zoning	650	
Code Compliance	244,748	
Community Promotion	55,000	
Total Policy & Administration		1,396,409

Public Safety & Security:

Police Administration & Invest.	514,366	
Police Patrol	1,436,626	
Fire & Rescue	306,370	
Emergency Management	2,200	
Ambulance	430,744	
Total Public Safety & Security		2,690,306

Maintenance & Transportation:

Municipal Garage	133,477	
Municipal Service Center	36,255	
Street Department	703,253	
Snow Removal	82,744	
Sweeping & Mowing	137,226	
Carpentry	31,411	
City Hall Maintenance	88,850	
Old Landfill Maintenance	13,000	
Airport	91,739	
Total Maintenance & Transportation		1,317,955

Human Development & Leisure Services:

Library	653,279	
Parks & Forestry	333,635	
Swimming Pool	218,790	
Recreation	211,537	
Mosquito Control	19,659	
National Guard Armory Center	50,479	
Total Human Development & Leisure		1,487,379
TOTAL GENERAL FUND EXPENDITURES		<u>6,892,049</u>

GENERAL FUND NEEDS (608,009)

Transfer to 911 Fund - Communications	(314,780)	
Transfer to Prentis Park Debt Service	(119,000)	
Transfer to STIP Project Main Street	(785,000)	
Reserved for STIP Projects	443,410	
Transfer from Electric Fund	803,117	
Transfer from Water Fund	2,306	
Transfer from Sewer Fund	1,402	
Transfer from Liquor Fund	194,200	
Transfer from Capital Projects	12,000	
Transfer from Utilities Engineering Fees	136,387	
Transfer from BID #1	1,300	
Appropriation from Reserve	232,667	
GENERAL FUND BALANCE		<u><u>0</u></u>

SPECIAL REVENUE FUNDS

SECOND CENT SALES TAX FUND

Revenues	1,999,900	
Expenditures - Second Cent Sales Tax	1,013,300	
Transfer to Bike Path Capital Projects	(260,100)	
Transfer to Airport Capital Projects	(1,555)	
Transfer to City Hall Debt Service Fund	(337,870)	
Transfer to Prentis Park GO Debt Service	(78,818)	
Appropriation from Reserve	(308,257)	
SECOND CENT SALES TAX FUND BALANCE		<u><u>0</u></u>

PARKS IMPROVEMENT FUND

Revenues-Recreation Fees	4,130	
Expenditures - Parks Improvements	4,130	
PARKS IMPROVEMENT FUND BALANCE		<u><u>0</u></u>

BBB SALES TAX FUND

Revenues	372,800	
Expenditures	326,000	
Appropriation to Reserve	(46,800)	
BBB SALES TAX FUND BALANCE		<u><u>0</u></u>

911 FUND -COMMUNICATIONS

Revenues	328,780
Expenditures	643,560
Transfer from General Fund	314,780
911FUND FUND BALANCE	<u><u>0</u></u>

BUSINESS IMPROVEMENT DISTRICT #1

Revenues	65,000
Expenditures	55,250
Transfer to General Fund	1,300
Appropriation to Reserve	(8,450)
Business Improvement District #1 Fund Balance	<u><u>0</u></u>

STORMWATER MAINTENANCE FUND

Revenues - Stormwater Fees	250,800
Expenditures:	45,000
Appropriation to Reserve	(205,800)
STORMWATER FEE FUND BALANCE	<u><u>0</u></u>

LIBRARY FINE AND GIFT FUND

Revenues- Library Fine & Gifts	16,020
Expenditures - Library	10,700
Appropriation to Reserve	(5,320)
LIBRARY FINE AND GIFT FUND BALANCE	<u><u>0</u></u>

DEBT SERVICE FUNDS

DEBT SERVICE--SPECIAL ASSESSMENT FUND

Revenues	24,952
Expenditures	24,952
Interfund Loan	162,000
Transfer to Capital Projects	(162,000)
DS SPECIAL ASSESSMENT FUND BALANCE	<u><u>0</u></u>

DEBT SERVICE-- TIF District No. 5

Revenues	59,760
Expenditures	59,760
DEBT SERVICE - TIF 5 FUND BALANCE	<u><u>0</u></u>

DEBT SERVICE-- TIF District No. 6

Revenues	116,700
Expenditures	116,700
DEBT SERVICE - TIF 6 FUND BALANCE	<u><u>0</u></u>

DEBT SERVICE - CITY HALL

Revenues	3,000
Expenditures	340,870
Transfer from Second Cent Sales Tax Fund	337,870
DEBT SERVICE - CITY HALL FUND BALANCE	<u>0</u>

DEBT SERVICE - PRENTIS PARK GO BOND

Expenditures	197,818
Transfer from Second Penny Sales Tax Fund	78,818
Transfer from General Fund Malt Beverage	119,000
DEBT SERVICE - PRENTIS PARK BOND FUND BALANCE	<u>0</u>

CAPITAL PROJECTS FUNDS

CAPITAL PROJECTS FUND - SPECIAL ASSESSMENT/STIP

Expenditures	935,000
Transfer to General Fund	(12,000)
Transfer from General Fund STIP	785,000
Transfer from Debt Service	162,000
CP SPECIAL ASSESSMENT FUND BALANCE	<u>0</u>

CAPITAL PROJECTS FUND - AIRPORT

Revenues	29,545
Expenditures	31,100
Transfer from Second Cent Sales Tax Fund	1,555
CP AIRPORT FUND BALANCE	<u>0</u>

CAPITAL PROJECTS FUND - BIKE PATH

Revenues	42,400
Expenditures	302,500
Transfer from Second Cent Sales Tax Fund	260,100
CP BIKE PATH FUND BALANCE	<u>0</u>

INTERNAL SERVICE FUNDS (Information Only)

	Unemployment Fund	Copier - Fax- Postage Fund	Custodial Fund	Equipment Replacement Fund
<u>Revenues</u>				
Internal Dept Charges	-	18,100	91,850	530,624
Interest on Investments	110	-	-	5,850
Other Revenues	-	-	-	90,500
Total Revenues	<u>110</u>	<u>18,100</u>	<u>91,850</u>	<u>626,974</u>
<u>Expenditures</u>				
Personnel	-	-	37,884	-
Operating Expenses	110	15,950	53,950	-
Capital	-	-	250	472,452
Total Expenditures	<u>110</u>	<u>15,950</u>	<u>92,084</u>	<u>472,452</u>
(To) From Reserve	-	(2,150)	234	(154,522)
Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

UTILITY AND ENTERPRISE FUNDS (Information Only)

	Electric Fund	Water Fund	Wastewater Fund	Joint Powers Fund	Liquor Fund	Golf Course Fund	Curbside Recycling Fund
Revenues							
Sales	5,534,000	1,585,000	1,641,000	1,572,515	1,681,000	736,000	125,170
Surcharge	1,064,500	268,000	336,000	-	-	-	-
Other Revenue	1,156,000	49,475	8,800	-	-	68,000	300
Interest	159,550	9,550	13,150	5,000	600	8,000	500
Grants	-	-	41,000	-	-	-	-
Total Revenues	7,914,050	1,912,025	2,039,950	1,577,515	1,681,600	812,000	125,970
Expenditures							
Personnel	1,031,325	709,276	509,830	557,452	-	384,212	103,300
Operating Expenses	3,594,023	567,631	663,913	1,092,019	1,450,978	432,266	12,056
Capital	915,680	205,420	807,800	536,000	6,000	12,000	30,900
Debt Service	-	186,476	298,870	274,890	-	-	-
Debt Service Surcharge	848,133	235,669	291,014	-	-	0	0
Total Expenditures	6,389,161	1,904,472	2,571,427	2,460,361	1,456,978	828,478	146,256
Transfers Out	(884,950)	(38,583)	(28,679)	-	(194,200)	-	-
Transfers In	9,000	-	-	-	-	-	-
(To) From Reserve	(648,939)	31,030	560,156	882,846	(30,422)	16,478	20,286
Fund Balance	0	0	0	0	0	0	0

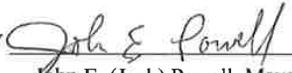
The City Manager is directed to certify the following dollar amount of tax levies in ordinance to the Clay County Auditor:

General Fund \$ 2,302,400
 General Obligation Bond 0

and to levy taxes for Tax Incremental Financing Districts No. 5 and No. 6

Dated at Vermillion, South Dakota this 18th day of September, 2017

THE GOVERNING BODY OF THE CITY OF
 VERMILLION, SOUTH DAKOTA

BY 
 John E. (Jack) Powell, Mayor

ATTEST:

BY 
 Michael D. Carlson, Finance Officer

First Reading: September 5, 2017
 Second Reading: September 18, 2017
 Publish: September 29, 2017
 Effective: October 19, 2017

VERMILLION'S BOND INDEBTEDNESS AND PAYMENT SCHEDULE

2015 Refunding Certificates of Participation in a Lease Purchase Agreement – City Hall

Current Balance: \$2,695,000

Annual Payments: The City will make one principal payment and two interest payment per year. The repayment is from the second penny sales tax fund. The interest rate varies from 1.45% to 2.8%. The net present value of the advance refunding was a savings of \$111,072.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	280,000	56,840	2,415,000
2019	280,000	52,570	2,135,000
2020	285,000	47,765	1,850,000
2021	290,000	42,300	1,560,000
2022	300,000	36,100	1,260,000
2023	305,000	29,140	955,000
2024	315,000	21,463.75	640,000
2025	315,000	13,273.75	325,000
2026	325,000	4,550	0

2008 Special Assessment Improvement Bond

Current Balance: \$11,682.83

Annual Payments: The City makes one principal payment and one interest payment per year. Paid by Debt Service Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
7/1/2018	11,682.83	700.97	0

2010 Special Assessment Improvement Bond

Current Balance: \$667.65

Annual Payments: The City makes one principal payment and one interest payment per year. Paid by Debt Service Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	222.55	30.04	445.10
2019	222.55	20.03	222.55
2020	222.55	10.01	0

2013 Special Assessment Improvement Bond

Current Balance: \$18625.20

Annual Payments: The City makes one principal payment and one interest payment per year. Paid by Debt Service Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
07/01/2018	3,104.20	745.01	15,521
07/01/2019	3,104.20	620.84	12,416.80
07/01/2020	3,104.20	496.67	9,312.60
07/01/2021	3,104.20	372.50	6,208.40
07/01/2022	3,104.20	248.31	3,104.20
07/01/2023	3,104.20	124.17	0

2015-A Special Assessment Improvement Bond

Current Balance: \$29047.44

Annual Payments: The City makes one principal payment and one interest payment per year. Paid by Debt Service Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
07/01/2018	3,662.31	871.42	25,385.13
07/01/2019	3,662.31	761.55	21,722.82
07/01/2020	3,662.31	651.68	18,060.51
07/01/2021	3,662.29	541.82	14,398.22
07/01/2022	3,662.29	431.95	10,735.93
07/01/2023	3,662.25	322.08	7,073.68
07/01/2024	3,662.25	212.21	3,411.43
07/01/2025	3,411.43	102.34	0

2017 Electric Revenue Bonds Series 2017A

Amount Outstanding: \$3,725,000

The bond is for the construction costs for the northeast substation project including the interconnect transmission line and substation. The City makes one principal payment per year and two interest payments per year. Interest rate varies from 1.3% to 4.0%. Repayment will be from the electric utility surcharge fee.

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	150,000	127,142.50	3,575,000
2019	155,000	124,667.50	3,420,000
2020	155,000	121,800.00	3,265,000
2021	160,000	118,622.50	3,105,000
2022	165,000	115,022.50	2,940,000
2023	165,000	110,980.00	2,775,000
2024	170,000	106,690.00	2,605,000
2025	175,000	102,100.00	2,430,000
2026	180,000	97,200.00	2,250,000
2027	190,000	90,000.00	2,060,000
2028	195,000	82,400.00	1,865,000
2029	205,000	74,600.00	1,660,000
2030	210,000	66,400.00	1,450,000
2031	220,000	58,000.00	1,230,000
2032	230,000	49,200.00	1,000,000
2033	235,000	40,000.00	765,000
2034	245,000	30,600.00	520,000
2035	255,000	20,800.00	265,000
2036	265,000	10,600.00	0

2009 Electric Revenue Bonds Series B

Amount Outstanding: \$5,845,000

The bond is for the construction costs for the electric transmission line project including the line, substation improvements and Spirit Mound switchyard improvements. The City makes one principal payment per year and two interest payments per year. Interest rate varies from 4.55% to 6.25% is a Build America Bond that will have 35% of the interest refunded by the Federal Government. Repayment will be from the electric utility surcharge fee.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	220,000	344,490	5,625,000
2019	225,000	333,710	5,400,000
2020	235,000	322,460	5,165,000
2021	240,000	310,475	4,925,000
2022	250,000	297,035	4,675,000
2023	260,000	283,035	4,415,000
2024	270,000	268,475	4,145,000
2025	280,000	253,355	3,865,000
2026	290,000	237,675	3,575,000
2027	300,000	220,275	3,275,000
2028	310,000	202,275	2,965,000
2029	320,000	183,675	2,645,000
2030	335,000	164,475	2,310,000
2031	350,000	144,375	1,960,000
2032	360,000	122,500	1,600,000
2033	375,000	100,000	1,225,000
2034	390,000	76,562.50	835,000
2035	410,000	52,187.50	425,000
2036	425,000	26,562.50	0

2003 Water Revenue Note

Amount Outstanding: \$608,024

Payments: The loan calls for quarterly payments of \$26,255.91 for twenty years at 3.5% interest. The first payment was made October, 1, 2004. The loan proceeds were used for the Phase II improvements to water treatment plant and are paid from the Water Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	84,841.98	20,181.66	523,361.67
2019	87,850.65	17,172.99	435,511.02
2020	90,966.01	14,057.63	344,545.01
2021	94,191.86	10,831.78	250,353.15
2022	97,532.09	7,491.55	152,821.06
2023	100,990.79	4,032.85	51,830.27
2024	51,830.27	681.55	0

2006 Water Revenue Note

Amount Outstanding: \$2,079,475

Payments: The loan calls for quarterly payments of \$58,917.16 for twenty years at 2.5% interest. The first payment was made April 1, 2008. The loan proceeds were used for addition of a second upflow basin; chemical feed equipment and the refurbishment of the existing upflow basin and chemical equipment and are paid from the Water Surcharge Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	185,410.98	50,257.66	1,894,063.71
2019	190,089.88	45,578.76	1,703,973.83
2020	194,886.88	40,781.76	1,509,086.95
2021	199,804.91	35,863.73	1,309,282.04
2022	204,847.06	30,821.58	1,104,434.98
2023	210,016.44	25,652.20	894,418.54
2024	215,316.29	20,352.35	679,102.25
2025	220,749.87	14,918.77	458,352.38
2026	226,320.57	9,348.07	232,031.81
2027	232,031.81	3,636.83	0

2013 Water Utility Revenue Note

Amount Outstanding: \$1,091,879

Payments: The loan calls for quarterly payments of 20,362.81 for twenty years at 2.5% interest. The first payment was made April 1, 2014. The loan proceeds were for the Shriner Street 500,000 gallon water tower that was completed in 2014. The repayment is from the water fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	57,365.71	24,085.53	1,034,513.12
2019	58,667.38	22,783.86	975,845.74
2020	59,998.56	21,452.68	915,847.18
2021	61,359.96	20,091.28	854,487.22
2022	62,752.26	18,698.98	791,734.96
2023	64,176.15	17,275.09	727,558.81
2024	65,632.34	15,818.90	661,926.47
2025	67,121.57	14,329.67	594,804.90
2026	68,644.60	12,806.70	526,160.30
2027	70,202.18	11,249.06	455,958.12
2028	71,795.10	9,656.14	384,163.02
2029	73,424.18	8,027.06	310,738.84
2030	75,090.22	6,361.02	235,648.62

2003 Wastewater Revenue Note

Amount Outstanding: \$114,414

Payments: The loan calls for quarterly payments of \$4,776.23 for twenty years at 3.5% interest. The first payment was made July 1, 2004. The loan proceeds were used for the Princeton Street lift station and are paid from the Wastewater Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	15,299.77	3,805.15	99,114.45
2019	15,842.33	3,262.59	83,272.12
2020	16,404.14	2,700.78	66,867.98
2021	16,985.86	2,119.06	49,882.12
2022	17,588.22	1,516.70	32,293.90
2023	18,211.93	892.99	14,081.97
2024	14,081.97	246.72	0

2013 Wastewater Revenue Refunding Bond

Amount Outstanding: \$1,765,000

Payments: The original SRF loan from 2005 at 3.5% in the amount of \$2,481,847 was refunded in January 2013. The interest rate varies from 1.18 to 2.45 percent. The City makes one principal and two interest payments per year. The net present value debt service savings was \$140,316 with issuance costs of \$58,850. The original loan proceeds were used for Phase II improvements to wastewater treatment plant and are paid from the Wastewater Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	180,000	36,350	1,585,000
2019	185,000	33,920	1,400,000
2020	185,000	31,052.50	1,215,000
2021	190,000	27,815	1,025,000
2022	195,000	24,015	830,000
2023	200,000	19,725	630,000
2024	205,000	15,125	425,000
2025	210,000	10,307.50	215,000
2026	215,000	5,267.50	0

2008 Wastewater Revenue Note

Amount Outstanding: \$2,979,637

Payments: The loan calls for quarterly payments of \$72,753.34 for twenty years at 3.25% interest. The first payment was made July 1, 2010. The loan proceeds were used for addition wastewater Phase III improvements and are paid from the Wastewater Surcharge Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	196,554.52	94,458.84	2,783,082.34
2019	203,020.81	87,992.55	2,580,061.53
2020	209,699.85	81,313.51	2,370,361.68
2021	216,598.60	74,414.76	2,153,763.08
2022	223,724.31	67,289.05	1,930,038.77
2023	231,084.45	59,928.91	1,698,954.32
2024	238,686.72	52,326.64	1,460,267.60
2025	246,539.10	44,474.26	1,213,728.50
2026	254,649.80	36,363.56	959,078.70
2027	263,027.33	27,986.03	696,051.37
2028	271,680.47	19,332.89	424,370.90
2029	280,618.28	10,395.08	143,752.62
2030	143,752.62	1,754.06	0

2009 Wastewater Revenue Note

Amount Outstanding: \$178,524

Payments: The loan calls for quarterly payments of \$4,158.72 for twenty years at 3% interest. The first payment was made April 1, 2010. The loan amount is \$499,000 of which 50% is a principal forgiveness grant. The loan proceeds were used for cured-in-place pipe and pipe bursting for improvements to the wastewater collection mains and are paid from the Wastewater Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	11,406.69	5,228.19	167,117.15
2019	11,752.76	4,882.12	155,364.39
2020	12,109.33	4,525.55	143,255.06
2021	12,476.72	4,158.16	130,778.34
2022	12,855.25	3,779.63	117,923.09
2023	13,245.27	3,389.61	104,677.82
2024	13,647.12	2,987.76	91,030.70
2025	14,061.16	2,573.72	76,969.54
2026	14,487.76	2,147.12	62,481.78
2027	14,927.32	1,707.56	47,554.46
2028	15,380.19	1,254.69	32,174.27
2029	15,846.82	788.06	16,327.45
2030	4,127.61	31.11	0

2017 Solid Waste Note Payable - Dozer

Amount Outstanding: \$150,000

Payments: The loan calls for semiannual payments of \$10,535.18 for seven years at 2% interest. The first payment is due June 1, 2018. The loan proceeds were used for purchase of landfill dozer and are paid from the Joint Powers Solid Waste fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	20,170.71	2,899.65	129,829.29
2019	20,576.15	2,494.21	109,253.14
2020	20,989.72	2,080.64	88,263.42
2021	21,411.62	1,658.74	66,851.80
2022	21,841.99	1,228.37	45,009.81
2023	22,281.01	789.35	22,728.80
2024	22,728.80	341.50	-

2013 Joint Powers Revenue Note

Amount Outstanding: \$1,467,336

Payments: The loan calls for quarterly payments of \$27,319.21 for twenty years at 3% interest. The first payment was made May 2015. The loan proceeds were used for the construction of the landfill leachate collection system with related pond and the construction of cell 5 with repayment from the Joint Powers Solid Waste Fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	65,993.64	43,283.80	1,401,372.52
2019	67,995.84	41,281	1,333,376.68
2020	70,058.77	39,218.07	1,263,317.91
2021	72,184.30	37,092.54	1,191,133.61
2022	74,374.31	34,902.53	1,116,759.30
2023	76,630.77	32,646.07	1,040,128.53
2024	78,955.68	30,321.16	961,172.85
2025	81,351.14	27,925.70	879,821.71
2026	83,819.27	25,457.57	796,002.44
2027	86,362.29	22,914.65	709,640.15
2028	88,982.43	20,294.41	620,657.72
2029	91,682.08	17,594.76	528,975.64
2030	94,463.66	14,813.18	434,511.98
2031	97,329.60	11,947.24	337,182.38
2032	100,282.50	8,994.34	236,899.88
2033	103,324.99	5,951.85	133,574.89
2034	106,459.78	2,817.06	27,115.11
2035	27,115.11	203.36	0

2010 Solid Waste Note Payable - Baler

Amount Outstanding: \$82,743

Payments: The loan calls for semiannual payments of \$14,338.54 for ten years at 2.25% interest. The first payment was made June 1, 2011. The loan proceeds were used for purchase of landfill baler and are paid from the Joint Powers Solid Waste fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	26,966.20	1,710.88	55,776.56
2019	27,576.35	1,100.73	28,200.21
2020	28,200.21	476.87	0

2012 Solid Waste Capital Lease Motor Grader

Amount Outstanding: \$121,065

Payments: The lease calls for annual payments of \$27,818.62 for six years with a balloon in the seventh year of \$125,000. The interest rate is 3.25%. The lease is for a 2012 Caterpillar 140M2AWD motor grader and lease payments are paid from the Joint Powers Solid Waste fund.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	121,065.40	3,934.60	0

2013 Tax Increment Financing District #6

Amount Outstanding: \$1,732,000

Payments: The closing on the bond was December 19, 2013 with fund delivery to be made in the second quarter of 2014. Semi-annual payments are due June 15 and December 15 annually from the tax increment generated by the district with payments first applied to interest and the balance to principal until retired. The initial interest rate is 3.5% which is adjusted each five years to the 20-year treasury rate plus 50 basis points but may not increase more than 1% per adjustment nor above 5.5%. The repayment will be from the tax increment generated within the district or advances approved by the City Council from second penny sales tax. Interest only payments were made in 2017.

2015 General Obligation Bond

Amount Outstanding: \$2,730,000

Payments: The semi-annual payments are due June 1 and December 1 of each year. The interest rate ranges from 1% to 3.5%. Unless the City Council transfers funding from other sources prior to approval of the budget the annual debt service will be levied for collection with next year's taxes.

The City issued \$3,005,000 of General Obligation Bonds on March 18, 2016 with the proceeds used for the construction of Prentis Park improvements to consist of a new swimming pool to replace the existing pool, parking lot, basketball courts and related improvements.

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Balance</u>
2018	125,000	70,818	2,605,000
2019	125,000	69,755	2,480,000
2020	130,000	67,255	2,350,000
2021	135,000	64,655	2,215,000
2022	135,000	61,955	2,080,000
2023	135,000	59,930	1,945,000
2024	140,000	57,905	1,805,000
2025	140,000	55,315	1,665,000
2026	145,000	52,725	1,520,000
2027	150,000	48,375	1,370,000
2028	155,000	43,875	1,215,000
2029	160,000	39,225	1,055,000
2030	165,000	34,425	890,000
2031	165,000	29,475	725,000
2032	170,000	24,525	555,000
2033	180,000	19,425	375,000
2034	185,000	13,125	190,000
2035	190,000	6,450	0

**CITY OF VERMILLION 2018
PAYROLL RESOLUTION**

WHEREAS, effective and responsive delivery of City services is dependent upon the employment of a highly competent and motivated workforce; and

WHEREAS, the City of Vermillion, as an employer, makes periodic adjustments to wages and compensation for inflation and in comparison to other municipal employers; and

WHEREAS, the City of Vermillion has previously approved collective bargaining agreements with AFSCME Local 1052 covering the calendar year 2018 that includes a 2.25% increase to the wages of employees covered by AFSCME; and

WHEREAS, the City of Vermillion has previously approved a collective bargaining agreement with the Fraternal Order of Police Lodge 19 covering the calendar year 2018 that includes a 2.25% increase to the wages of employees covered by FOP; and

WHEREAS, the City of Vermillion desires to increase wages and salaries for management, professional, and non-union employees by 2.25% on January 1, 2018.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Vermillion hereby approves and adopts the following wage rates for the calendar year 2018.

BI-WEEKLY SALARIES:

Mayor/City Council: John Powell/\$438.71; Kelsey Collier-Wise/\$254.00; Parker Erickson/\$254.00; Rich Holland/\$254.00; Brian Humphrey/\$254.00; Holly Meins/\$254.00; Katherine Price/\$254.00; Tom Sorensen/\$254.00; Steve Ward/\$254.00; **General Government:** John Prescott/\$5,010.40; Jacob Losinski/\$1,566.40; **Fire/EMS:** Matthew Callahan/\$2,749.60; Robin Hower/\$220.00; Anthony Klunder/\$275.00; Aaron McDowell/\$2,159.20; Matthew Taggart/\$1,330.40 **Code Enforcement:** Farrel Christensen/\$2,354.40; **Telecommunications:** Ryan Anderson/\$2,176.00; **Engineering:** Jose Dominguez/\$3,219.20; Shane Griese/\$2,105.60; **Finance:** Mike Carlson/\$4,064.00; **Library:** Daniel Burniston/\$2,319.20; **Light and Power:** Monty Munkvold/\$3,183.20; Travis Tarr/\$2,914.40; **Parks & Recreation/Golf:** James Goblirsch/\$2,868.80; Ryan Baedke/\$1,889.60; Russell Jensen; \$2,056.00; **Police:** Matthew Betzen/\$3,481.60; Chad Passick/\$3,029.60; Crystal Brady/\$2,653.60; Luke Trowbridge/\$2,583.20; **Solid Waste:** Robert Iverson/\$2,700.80; **Street:** Pete Jahn/\$2,523.20; **Water:** Randy Isaacson/\$2,662.40.

HOURLY WAGES:

Fire/EMS: Dawn Abbott-Thompson/\$11.30, \$2.00/hr on-call; Emily Brigham/\$10.30, \$2.00/hr on-call; Ashley Johnson/\$11.40, \$2.00/hr on-call; Nicole Clemen/\$10.10, \$2.00/hr on-call; Emma Duprey/\$8.85; Aaron Fest/\$10.10, \$2.00/hr on-call; Ryun Fischbach/\$20 per call; Ali Gaul/\$8.85; Marisa Helm/\$10.10, \$2.00/hr on-call; Valerie Hower/\$12.40, \$2.00/hr on-call; Cody Jansen/\$10.60, \$2.00/hr on-call; Madeline Kaufman/\$10.10, \$2.00/hr on-call; Carter

Kerber/\$10.10, \$2.00/hr on-call; David Kyte/\$11.30, \$2.00/hr on-call; Joe Kyte/\$13.10, \$2.00/hr on-call; Dale Loudon/\$10.10, \$2.00 on-call; Neil Melby/\$10.70, \$2.00/hr on-call; Ethan Parr/\$8.85; Danielle Portz/\$11.20, \$2.00/hr on-call; Amanda Reed/\$13.00, \$2.00/hr on-call; Evan Rolling/\$8.85; Shea Soderlin/\$11.20, \$2.00/hr on-call; Jena Stewart/\$10.10, \$2.00/hr on-call; John Wetherington/\$11.30, \$2.00/hr on-call; Michael Wildermuth/\$13.90, \$2.00/hr on-call; Lisa Wood/\$10.70, \$2.00/hr on-call; Audrey Larsen/\$10.72; **Code Enforcement:** Jim Balleweg/\$22.39; Kenny Wapniarski/\$17.46; **Custodial:** Ron Maher/\$12.45; **Electric:** Chad Christopherson/\$34.24; Todd Halverson/\$35.24; Austin Anderson/\$34.24; Phil Wiebelhaus/\$33.68; Matt Nelson/\$27.86; Andrew Eidem/\$33.68; Karen Harris/\$20.55; Brandon Steeneck/\$23.27; Dennis Davis/\$0.25/Meter; Teresa Gilbertson/\$0.25/Meter; Jacob Husby/\$9.25; **Engineering:** Todd Nordyke/\$20.65; Eric Birkeland/\$19.17; **Finance:** Katie Redden/\$20.19; Sherry Howe/\$26.43; Vicki Fader/\$18.84; Lisa Terwilliger/\$14.66; Janis Johnson/\$16.81; **General Government:** Marty Washington/\$14.42; Addison McCauley/\$9.00; **Library:** Wendy Nilson/\$21.20; Linda Calleja/\$16.25; Rachelle Langdon/\$14.35; Beth Samenus/\$19.63; Jeffrey Engeman/\$16.95; Dylan Chang/\$12.70; Sophia Wermers/\$11.60; Scott Stallman/\$9.20; Brianna Henry/\$8.85; Kayla Janke/\$9.20; Hannah Voudry/\$9.25 **Parks & Recreation/Golf:** Mark Clark/\$30.57; Dennis Chandler/\$19.21; Tyler Trageser/\$16.75; Travis Taggart/\$16.75; Tyler Williamson/\$17.53; Keegan Johnson/\$12.27; Mackenzie Alverson/\$9.00; Brock Fehr/\$9.25; Morgan Graham/\$9.25; Katie Herrera/\$9.25; Marina Lacey/\$9.00; Clare Campbell/\$9.00; Peyton Larson/\$9.00; Kayla Lewis/\$9.00; Michael Moran/\$9.00, \$25.00/per game; Tomalyn Peckham/\$9.25; John Peery/\$9.00; Ryan Sevening/\$9.50; Tanner Anderson/\$9.75; Blake Smith/\$9.00; Christopher White/\$9.00; Kelsey Biltoft/\$9.00; Bert Bucher/\$9.00; Grant Campbell/\$9.00; Kory Diefendorf/\$9.00; Sam Craig/\$9.00; Rylan Craig/\$9.00; Drake Hagen/\$9.00; Emily Klein/\$9.00; Meagan Kerns/\$9.05; Cassandra Luetje/\$9.00; Haleigh Melstad/\$9.00; Kyleigh Moran/\$9.00; Sam Nicholson/\$9.80; Alexa Rudeen/\$9.00; Ryne Whisler/\$9.05; Aaron Baedke/\$11.00; Danny Brown/\$9.00; Ernie Halverson/\$10.00; Robert Larson/\$9.00; Justin McGregor/\$9.00; Justin Norling/\$10.00; Jessica Rogers/\$9.00 **Police:** Janna Mollet/\$21.71; Ryan Hough/\$31.56; Robin Hower/\$28.54; Ben Nelsen/\$30.74; Jonathan Warner/\$26.86; Bryan Beringer/\$26.17; Anthony Klunder/\$25.53; Chet Moser/\$23.17; Jessica Newman/\$23.17; Jonathan Cole/\$24.93; Mark Foley/\$24.32; Joe Ostrem/\$25.53; Matthew Davis/\$22.09; Jamie Hall/\$22.09; Andrew Delgado/\$23.17; Drew Gortmaker/\$21.35; Cindy Carrington/\$14.47; Dallas Schnack/\$12.93; **Solid Waste/Recycling:** Jennifer Holthe/\$14.84; Mark Milbrodt/\$20.56; Timothy Taggart/\$22.48; Jim Zimmerman/\$20.58; Todd Moe/\$18.98; Dan Hanson/\$18.56; Todd Mockler/\$16.75; Jeremiah Kashas/\$15.86; Anthony Kellar/\$15.86; Daniel Goeden/\$15.00; Christopher Bartling/\$12.00; **Street:** Cody Sommervold/\$18.10; Brian Nelson/\$17.69; Bradley Swee/\$23.22; Jeffrey Mart/\$22.74; Brian Steffen/\$17.69; Scott Iverson/\$17.28; Ryun Fischbach/\$16.93; Paul Brunick/\$9.25; Rich Walker/\$10.75; **Telecommunications:** David Stammer/\$22.72; Marsha McKinney/\$22.72; Wendy Carroll/\$22.36; Jessica Standley/\$21.50; Derek Ronning/\$19.13; Amanda Arndt/\$16.21; Anthony Iverson/\$16.21; **Wastewater:** Fred Balleweg/\$28.39; Michael Heine/\$22.29; Cory Moore/\$20.49; Robert Pickens/\$20.49; Zachary Hammond/\$17.00; Kyle Hoisington/\$17.00; **Water:** Allen Clark/\$24.41; Curtis Haakinson/\$28.39; Wade Mount/\$23.69; Dale Husby/\$21.31; Tyler Zimmerman/\$22.68; Chris Nissen/\$21.31; Eric McPherson/\$20.39; **Volunteer Firefighters:** Dawn Abbott-Thompson; Deschaun Alexander; Tyler Alink; Jonathan Aperans; Armando Barash; Victor Barash; Ryan Bland; Karl Brewer; Emily Brigham; Jeff Brown; Kellen Cusick; Ray Decker; Aaron Fest; Ryun Fischbach; Matthew Glawe; Jacob Husby; Ryan Husby; Hunter Jackson; Cody Jansen; Anthony Klunder; Jordan Leach; Austin Martensen; Scott Martinson; Curtis Mincks; Mike Murra; Danielle Portz; Elizabeth Rakness;

Tony Rydstrom; Blaine Schoellerman; Dustin Sockness; Bill Sperry; Cory Taggart; Mark Taggart; Matt Taggart; Keith Thompson; John Walker; Noah Walker; Zachary Walton; Brandon Wiemers; Matthew Wilmes; **Associate Firefighters:** Dick Brown; Doug Brunick; Mike Chaney; Gary Eidem; Bob Frank; Don Forseth; Todd Halverson; Dean Hansen; Pete Jahn; Wade Mount; Monty Munkvold; Rob Pickens; Travis Schroeder; Tom Sorensen; Chuck Taggart; Clarence Voudry; Brian Waage; Rich Walker; Clyde Watts; **Cadets:** Nathen Brady; Kase King; Blake Nelson; Andrew Shaffer; Brandi Styles; Brody Surrell; **Planning Commission:** (Each member receives \$15.00/per meeting.) Matthew Fairholm; Don Forseth; Robert Iverson; Mike Manning; Ted Muenster; Jim Wilson; Robert Oehler; Howard Willson; Douglas Tuve; **Library Board:** (Each member receives \$15.00/per meeting.) Greg Redlin; Martha Muellenberg; Gabrielle Strouse; Diane Leja; Fern Kaufman.

PROVIDED, HOWEVER, the City Manager may make wage increases for the completion of education requirement, for passing certification tests, for fulfillment of job requirements set at the date of employment, and the City Manager may make meritorious wage increases for Department Heads within the budgetary appropriation of the respective departments.

Dated at Vermillion, South Dakota this 2nd day of January 2018.

FOR THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA

By John E. (Jack) Powell
John E. (Jack) Powell, Mayor

ATTEST:

By Michael D. Carlson
Michael D. Carlson, Finance Officer



**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

TITLE	FEE DESCRIPTION	RATE
Accident Reports	Police Department	
Incident Report	per page	\$5.00
Photos	per photo	\$2.00
Video DVD/CD for Public Information Request	base fee per DVD/CD	\$25.00
Videos longer than 15 minutes without redaction	one hour minimum, charge per hour to produce video	\$20.00
Videos longer than 15 minutes with redaction	one hour minimum, charge per hour to produce video	\$50.00
Parking Tickets	if paid within 10 days	\$15.00
	after 10 days	\$30.00
	after 30 days	\$45.00
Court Money Website Program (Credit Card Payments)	\$2.00 minimum under \$50.00	
	4% of total when over \$50.00	
	<u>EMS & Fire Services</u>	
Type of Call		
Advanced Life Support - Emergency		\$1,000.00
Advanced Life Support 2 - Emergency		\$1,250.00
Advanced Life Support - Non-Emergency		\$800.00
Advanced Life Support - Treat No Transport		\$350.00
Advanced Life Support - On Scene Care		\$500.00
Basic Life Support - Emergency		\$900.00
Basic Life Support - Non-Emergency		\$700.00
Basic Life Support - Treat No Transport		\$350.00
Basic Life Support - On Scene Care		\$400.00
Stand-By for Special Events (Ambulance & 2 Personnel)	per hour	\$100.00
Stand-By for Special Events (Per Person for Extra Personnel)	per person, per hour	\$25.00
Stand-By for Special Events (Bike Team - Per Bike Member)	per person, per hour	\$25.00
Specialty Care Transport		\$1,500.00
Additional Standby Staffing	per person, per hour	\$25.00
Loaded Mileage Charge	per mile	\$15.00
Airplane Transportation (Billed to Flight Company)		\$200.00
Fireworks Permit Fee		\$25.00
Itemized Procedures		
Oxygen		
IV		\$40.00
Intraosseous IV Start		\$60.00
Defibrillation Supplies		\$175.00
Endotracheal Intubation (ET Tube)		\$50.00
Additional Attendant		\$100.00
Esophageal Intubation (King Airway)		\$50.00
ECG 3 Lead		\$60.00
ECG 12 Lead		\$40.00
Automated CPR Machine		\$50.00
Drug Charges		\$150.00
Adenosine (6mg Vial)		
Adenosine (12mg Vial)		\$10.00
		\$20.00

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

Adrenalin (1mg Vial)		\$20.00
Albuterol Sulfate-INH		\$10.00
Amiodarone (150mg Vial)		\$10.00
Aspirin (324mg)		\$10.00
Atropine Sulfate Inj		\$10.00
Calcium Chloride		\$10.00
Dextrose 50%		\$10.00
Diazepam/Vallium		\$10.00
Diphenhydramine HCL (Benadryl)		\$10.00
Duoneb Neb Inhalation		\$10.00
Epi Pen		\$400.00
Epinephrine 1mg/ml Prefilled Syringe		\$10.00
Fentanyl (Per 50mcg)		\$10.00
Flumazenil (Romazicon) 0.5mg/5ml Vial		\$10.00
Furosemide (Per 20mg)		\$10.00
Gluca Gen		\$170.00
Glucose Oral Gel		\$10.00
Lidocaine HCL (Per 50mg)		\$10.00
Magnesium Sulfate (Per 1 Gram)		\$10.00
Midazolam (Versed) (Per 2mg)		\$10.00
Morphine Sulfate		\$10.00
Naloxone 2mg/2ml Inj		\$40.00
Nitrosiat 0.4mg Bottle (25)		\$40.00
Ondansetron (Zofran) ODT 4mg		\$10.00
Ondansetron (Zofran) 4mg Inj		\$10.00
Sodium Bicarbonate Pediatric 10ml		\$10.00
Sodium Bicarbonate Adult 50ml		\$10.00
Solumedrol 125mg Inj		\$10.00
Tetracaine Eye Drops		\$10.00
Disposable Supplies		
Head Blocks		\$10.00
Bag Valve Mask		\$20.00
Blood Stopper (Quik-Clot)		\$60.00
C-Collar		\$25.00
CPAP		\$75.00
Glucometer		\$10.00
Neb-Kit		\$15.00
OB Kit		\$25.00
Oral/Nasal Airway		\$10.00
SAM Splint		\$30.00
Splint - Disposable		\$10.00
Suction Supplies		\$25.00
Vacuum Splints - Extremity/Body		\$25.00
Administrative Charges (Fire & EMS)		
Records Release	per page	\$2.00
Parks & Recreation	(Select programs may be eligible for financial assistance of 20%, 40%, or 75% based on documentation and approval.)	

City of Vermillion Comprehensive Fee Schedule as of December 18, 2017

Armory User Fee	rates vary according to length of time and extent of use	
Swimming Pool:	Pool is open from May to August (specific dates posted/updated on City website annually)	
Season Tickets		
Ages 0-6	With paid adult (up to two children)	no fee
Adult	18 - 59 (includes water walking and lap swimming)	\$30.00
Senior	60 +	\$25.00
Youth	7-17	\$35.00
General Admission	Daily pass- all ages 7 years old and up	\$5.00
Rental		
Party Shelter Option A		\$150.00
Party Shelter Option B		\$75.00
Corporate Rental Option A		\$500.00
Corporate Rental Option B		\$450.00
Swimming Lessons		
All Levels	Five separate sessions, including morning and evening lessons	\$15.00
Golf Course:		
Season Passes	fees do not include tax	
Golf		
2 Person Family		\$709.00
plus one child		\$749.00
2+		\$779.00
Adult		\$545.00
College (full time) or under 25		\$269.00
Junior	18 and under	\$129.00
First time members	Season pass only	1/2 Price
Range Season Pass		
Family		\$274.00
Adult		\$199.00
Junior	18 and under	\$94.00
Private Carts		
Cart Storage	Limit to 80 carts	\$359.00
Trail fee (Homeowners)		\$179.00
Cart Passes		
2 Person Family		\$689.00
Adult	(per round w/o membership)	\$509.00
Greens Fees		
9 Hole Mon-Thur		\$18.00
18 Hole Mon-Thur		\$24.00
9 Hole Fri-Sun		\$21.00
18 Hole Fri-Sun		\$32.00
Juniors	12 and under	\$10.00
Cart Rental		
9 Hole	per person	\$12.00
18 Hole	per person	\$17.00
Driving Range		
Bucket	est. 40 balls per bucket	\$4.00

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

Handicap	Required to play in any golf league	\$27.00
Golf Lessons		
Individual Lessons	Rates vary, depending on number of lessons	
Group Lesson Rates	Rates vary, depending on number of lessons and participants	
League Membership		
1 league		\$150.00
2 leagues		\$250.00
League Cart		
1 league		\$100.00
2 leagues		\$150.00
Corporate Punch Card (18 holes and 1/2 cart)		\$999.00
	<u>Utility Rates</u>	
Residential Utility Rates		
Electric Utility	\$0.091 per KWH (Oct-June) and \$0.098 per KWH (July-Sept)	
Customer Charge		\$11.00
Security Lights		
Lamp Size 70 watt	per month	\$5.90
100 watt	per month	\$7.25
250 watt	per month	\$12.55
400 watt	per month	\$19.40
Commercial Utility Rates		
Small Commercial Power Rates		
Single Phase Customer Charge	\$0.096 (Oct-June) \$0.102 (July-Sept) per KWH	
Three Phase Customer Charge	per month	\$18.00
Large Commercial Power Rates	per month	\$28.00
Customer Charge	per KWH	\$0.0390
Plus a maximum KW demand	per month	\$40.00
Electric Service Fee	\$12.50 per KW (Oct-June) and \$15.00 per KW (July-Sept) for new or upgraded commercial and industrial service	
Residential Undeveloped Lot		\$230.00
Single Phase electrical service entrance	for the first 100-ampere, not to exceed 600-ampere	\$380.00
additional	per additional 100-ampere or part thereof	\$85.00
Three Phase electrical service entrance	for the first 100-ampere	\$800.00
additional	per additional 100-ampere or part thereof	\$100.00
Water Utility	per 100 cubic foot	\$2.26
Customer Charges	based upon the size of the meter, per month	
1/2 to 3/4 inch		\$14.92
1 inch		\$27.51
1 1/2 inch		\$51.27
2 inch		\$78.98
3 inch		\$154.95
4 inch		\$240.96
6 inch		\$475.54
Mobile homes, apartments, and commercial/industrial units	per unit attached to one master meter	\$4.10
Outside City Limits	shall pay 1.5 times the aforesaid rates	
Bulk Water		\$0.005973
Stormwater Fee	the runoff weighting factor X parcel area (in square feet) X unit financial charge (in \$/square ft).	\$0.0004

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

Sewer Utility Rates		
January, February and March	sewer rate will be 128% of the average water bill for these months	
April through the following March	This rate will apply	
Large Commercial and Industrial Sewer Users		
1/2 to 3/4 inch	per month: fixed fee plus cost for sewage discharge	\$25.00
1 inch	per month	\$45.00
1 1/2 inch	per month	\$65.00
2 inch	per month	\$95.00
3 inch	per month	\$185.00
4 inch	per month	\$290.00
6 inch	per month	\$575.00
Sanitary Sewer Flow Meter		\$575.00
Cost for sewage discharge (includes flow, BOD, TSS, TKN)	per 100 cubic feet up to a maximum of 150,000 cubic feet	\$2.77
Cost for EXCEEDING flow, BOD, TSS, and TKN limits		
Cost for sewage discharge (includes flow, BOD, TSS, TKN)	per 100 cubic feet for anything over 150,000 cubic feet	\$3.60
Cost for BOD	per pound for anything over 210 mg/L	\$0.44
Cost for TSS	per pound for anything over 200 mg/L	\$0.60
Cost for TKN	per pound for anything over 25 mg/L	\$3.31
Utility Policies		
Service Connection Fee	4:00pm M-F), per service	\$10.00
After Hours and weekends for water		\$50.00
After Hours and weekends for electric	plus tax	\$50.00
Pulled Meter Water Service Fee	reinstalled within nine (9) months	\$25.00
Meter Deposits	new residential rental customers	
Electric		\$30.00
Water		\$15.00
Commercial Meter Deposits	equal to one month's estimated billing service	
Disconnect Policy		
Turn-on fee	plus tax, plus payment of the bill in full	\$20.00
After Hours and weekends for water	plus payment of the bill in full	\$50.00
After Hours and weekends for electric	plus tax, plus payment of the bill in full	\$50.00
	<u>Code Department</u>	
Building Permit Fee		
Less than \$1,000 valuation		\$25.00
\$1,001 to \$2,000 valuation	plus .75 for each additional \$100 for values over \$1,000.00	\$25.00
\$2,001 to \$25,000	plus \$6.00 per \$1,000 for values over \$2,000	\$32.50
\$25,001 to \$50,000	plus \$4.50 per \$1,000 for values over \$25,000	\$170.00
\$50,001 to \$100,000	plus \$3.00 per \$1,000 for values over \$50,000	\$283.00
\$100,001 and over	plus \$2.50 per \$1,000	\$433.00
Window Permit Fee	per permit regardless of the number of windows in building	\$25.00
Razing Permits	required for the removal or demolition of any building	\$25.00
Sign Permits	required for all signs including the replacement of existing signs	\$30.00
Bill board	per square foot per year	\$0.01
Penalty Fees		
Compliance of Ordinances - (commencing work before obtaining the necessary permits)	Equal to one and one-half of the amount of the permit, but not less than \$100.00 or more than \$500.00	
Inspection Approval not obtained		\$100.00

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

Certificate of Occupancy not obtained			\$100.00
Appeal Application	fee required regardless of outcome and non-refundable		\$100.00
Providing False Information	Orally or in writing to any Code Official		\$100.00
Failure to Comply	not less than or not more than \$500.00		\$100.00
Rental Housing	inspected once every two years or upon complaint		
Annual Rental fee	per structure		\$25.00
Plus	per rental unit		\$15.00
Registration Penalty	per unit, per month, added to annual registration fee if not paid by January 15th of each year.		\$5.00
Failure to register a rental unit	first violation within a calendar year		\$100.00
	second violation within a calendar year		\$250.00
	three or more violations within a calendar year		\$500.00
Failure to make required repairs within time allotted			\$100.00
Failure to meet the inspector and provide access to rental units	per structure or \$5.00 per unit, whichever is greater		\$25.00
Dumpster Fee			
Temporary placement of dumpster or portable storage unit on a street or public grounds	Section 96.18 (C)(2)		\$25.00
Failure to obtain permit	plus the cost of the permit		\$50.00
Penalty Fee for failure to comply	plus costs Section 96.18 (J)		\$94.00
Animal Control			
Dog At Large	first offense, violation of this article, cost is set by court system		\$164.00
Subsequent offenses	cost is set by court system		\$164.00
Pick-Up Fee	per day		\$20.00
Boarding fee at Animal Shelter			\$10.00
Disturbing the Peace	cost is set by court system		\$164.00
Animal Excrement Service Fee	plus the costs of the project, hired by the City		\$25.00
Yearly Dog Registration	Dog owners are required to register and provide proof of vaccination on a yearly basis		\$10.00
Administrative Fees			
Grass & Weed Notice	plus additional \$20 per violation per year, plus costs for service, if necessary		\$10.00
Side Walk Snow Notice	plus additional \$20 per violation per year, plus costs for service, if necessary		\$10.00
Ice, Snow, Leaves, Grass or other debris into public right of way			\$50.00
	<u>Engineering</u>		
Conditional Use Permit			\$100.00
Rezone Application			\$150.00
Concurrent Zone Request and Annexation Request			\$75.00
Variance Petition			\$100.00
Plat Fee	for each lot in a subdivision		free
Preliminary Plat			
Final Plat	per lot, minimum \$30		\$3.00
Easement Fee			no fee
Street Vacation Plan			no fee
	<u>Landfill</u>		
Municipal Solid Waste			
Commercial Haulers - Packers			\$46.50
Uncompacted/Resident			\$52.00
Minimum			\$12.00
Uncovered Loads			\$15.00
Metals & White Goods			

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

With capacitor and/or Freon, Refrigerator	each	\$10.00
Yard Waste (Leaves & Grass)		
Car or Pickup with five or fewer bags		FREE
Single axle Truck or Tandem Trailer	per ton, \$6.00 minimum	\$10.00
Tandem-axle Trucks	per ton, \$6.00 minimum	\$10.00
Brush, Trees & Untreated Wood	per ton, \$6.00 minimum	\$10.00
Waste Tires		
Car tire	per tire	\$3.00
Truck tire (17"-22.5")	per tire	\$6.50
Greater than 22.5"	per tire	\$11.00
Construction Equipment tire	per tire	\$16.50
Bulk Tires	per ton	\$190.00
Petroleum Contaminated Soils	per ton, pre-approval required + gate fee	\$10.00
Site Testing fee		\$125.00
Asbestos	per ton, pre-approval required + gate fee	\$65.00
Gate Fee		\$125.00
Clay	per ton, if Buyer Loads	\$0.85
	per ton, if Landfill Loads	\$1.35
Mulch		
When available		
Bag	per Bobcat bucket load	\$5.00
Garbage container	each	\$1.50
Small Truck/Trailer	each	\$2.50
Electronics	approx.	\$15.00
TV's	per item	\$25.00
Monitors	per item	\$25.00
Microwaves	per item	\$5.00
Curbside Recycling		
Monthly Fee	per unit (residential households and multi-unit dwellings with five units or less)	\$3.70
Replacement Recycling Bins	replacement recycling bins	\$10.00
Small volume customers not requiring specialized containers or equipment for collection	per month	\$12.50
Recycling Center		
UPS Back-Ups	per pound	\$0.25
Fluorescent bulbs, cpu (compact fluorescent), and related items	determined by latest bid	\$.65-\$1.00
3' Tube Bulb		\$1.50
4' Tube Bulb		\$1.75
Capacitors		\$1.50
	<u>Finance office</u>	
Miscellaneous Fees		
Return Check Fee		\$40.00
Small Claims Fee	if defendant loses, he/she pays the court costs	\$7.08
Meter Check Fee		\$10.00
Temporary Disconnect Service		\$20.00
Reconnect Water Meter Temp Removal		\$25.00
Stormwater Drainage	per land use code and runoff weighting factor	\$0.000385
License Fees		

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

Electricians License	per year	\$100.00
Plumbing Contractor		\$100.00
Plus	Per journeyman	\$20.00
Water Softener Installer		\$50.00
Sewer & Water Installer		\$50.00
Airport Fees		
Pilot Instruction	per year	\$100.00
Aerial Spraying	per year	\$100.00
Hangar Space Lease	per square foot, based on Hangar Size	\$0.05
Storage Fee	per day	\$15.00
Commercial Collector	per year	\$300.00
Alcoholic Beverage Licenses		
Package off sale malt beverage	\$100/city, \$100/state - July 1 to June 30	\$200.00
On-off sale malt beverage	\$150/city, \$150/state - July 1 to June 30	\$300.00
Retail On Sale Wine	city - January 1 to December 31	\$500.00
On Sale Liquor	city - January 1 to December 31	\$1,500.00
Package Wine Farm Winery	city - January 1 to December 31	\$150.00
Package off sale liquor	city - January 1 to December 31	\$500.00
Special daily malt beverage and wine	per day limit 14 days plus \$15.00 to advertise	\$20.00
Video Lottery machine fee	per machine per year	\$50.00
On sale liquor restaurant license	no more than 40% of gross revenues is derived from sale of alcoholic beverages	\$95,000.00
Malt Beverage Markup	5% on the wholesale cost plus freight	
Business Improvement District #1	per night per occupied hotel/motel room	\$2.00
Cable TV Franchise Fee	5% of gross revenue in Vermillion	
Mobile Home Placement		\$10.00
Itinerant Merchant, Peddler, Solicitor	\$25/day, \$75/week, \$200/month	
Special Event	\$50/day for <10 vendors or \$100/day >10; plus \$25 for each additional day	
Pawnbroker Fee	per year	\$50.00
Permit to exceed permissible sound level	application required 30 days in advance	\$25.00
Tattoo Establishment	equal to State inspection fee	\$150.00
Tattoo Artist		\$25.00
Taxi Cab business license		\$25.00
Taxi Cab Driver		\$10.00
Court Fines and Costs	Clerk of Courts remits 35% to the State and the rest to the City	
Engineering Copies and CAD Plots	determined by Office	
Video of Council Meeting		\$10.00
Mobile Food Vendors		
30 consecutive day permit		\$35.00
Towing Fees		
Vehicle and up to 1 ton pick up		\$80.00
Motorcycles		\$90.00
Snow Emergency		\$100.00
Impound Storage		\$15.00
Enclosed Storage		\$20.00
Large Truck or Equipment		\$35.00
After Hours Gate Charge		\$20.00

**City of Vermillion
Comprehensive Fee Schedule as of December 18, 2017**

City Owned Vehicles			\$80.00
Recovery Vehicles		Determined by incident	
Usual Clean-Up			\$35.00
	<u>Water</u>		
Water Meter		Varies based on the size of the meter	
1" Far Side		plus \$165.00 for 3/4" meter Plus 2% Excise Tax	\$1,090.00
1" Near Side		plus \$165.00 for 3/4" meter Plus 2% Excise Tax	\$530.00
Tapping fee for over 1" service		charged for time and materials plus 20%, plus the cost of the meter required	
	<u>Wastewater</u>		
Sewer Tap			
4" Clay		Plus 2% Excise Tax	\$250.00
6" Clay		Plus 2% Excise Tax	\$250.00
4" PVC		Plus 2% Excise Tax	\$250.00
6" PVC		Plus 2% Excise Tax	\$250.00
Septic Tank Waste Haulers			
0-499		gallon tank	\$25.00
500-1,999		gallon tank	\$30.00
2,000-3,499		gallon tank	\$35.00
3,500 and over		gallon tank	\$40.00
Rental cost			
Jet Truck Cost		per hour	\$125.00
Televising Camera Cost		per hour	\$100.00
	<u>Street</u>		
		(Plus excise tax to all fees)	
Sawing Asphalt		Fixed Cost	\$65.00
Unit Cost		per Linear Foot	\$10.00
Sawing Concrete		Fixed Cost	\$65.00
Unit Cost		per Linear Foot	\$10.00
Cutting Asphalt with Collar		Fixed Cost	\$130.00
Unit Cost		per Linear Foot	\$5.00
Patching Preparation		Fixed Cost	\$130.00
Unit Cost		per Square Yard	\$15.00
Minimum Charge			\$255.00
Asphalt Placement		Fixed Cost	\$145.00
Unit Cost		per Square Yard per inch	\$11.00
Minimum Charge			\$270.00