



City of  
**Blue Earth**

**CITY OF BLUE EARTH  
AGENDA  
CITY COUNCIL WORKSESSION  
TUESDAY, SEPTEMBER 6, 2022, AT 4:30 P.M.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Old Business**
- 4. New Business**
  - a. 2023 Budget
- 5. Adjourn**

**By Order of the Blue Earth City Council**

**City Administrator Mary Kennedy**

Post @ City Hall-Friday, September 2, 2022, through Tuesday September 6, 2022

Distribute to Mayor & Council members-Media & file

TO: City Council  
 FROM: City Administrator  
 SUBJECT: 2023 Proposed Budget Notes  
 DATE: 6 September 2022



*Line items without mention had no change.*

**GENERAL FUND EXPENDITURES**

**Mayor and Council**

LINE ITEM	NOTES	2023 PROPOSED BUDGET
Supplies	\$50 increase	Total line \$800
Postage/Publishing/Printing	\$150 increase	Total line \$200
Maintenance and Repair	\$100 decrease	clear the line
Travel/Meetings/Memberships	\$3,000 increase	\$1,000 Coalition of Greater MN Cities, \$1,600 MN Small Cities Membership
<b>Department total increase \$2,100 or 6%</b>		

**Administration**

LINE ITEM	NOTES	2023 PROPOSED BUDGET
Salaries	3% increase	\$202,229.89
PERA	3% increase	\$16,129.99
SS/Medicare	3% increase	\$16,387.75
Health/Life	9.5% increase	\$47,137.74
Work Comp	\$500 increase	\$1,500
Supplies	\$3,000 increase	\$6,000
Postage/Printing/Publishing	\$1,500 decrease	\$5,500
Maintenance & Repair	\$150 increase	\$150
Travel/Meetings/Memberships	\$1,000 increase	\$5,000
Hired Service	\$500 increase	\$1,000
Equipment Lease Rental	\$2,540 decrease	\$1,300
Maintenance Agreements	\$1,000 increase	\$2,000
Credit Card/Check Handling	\$250 increase	\$250
<b>Department total increase \$13,286.88, or 5%</b>		

**Finance**

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Election Judges	\$4,500 decrease	\$0
Postage, Publishing, Printing	\$200 decrease	\$0
Hired Service	\$180 increase	\$780
Assessing	\$2,000 increase	\$25,000

Department total decrease \$2,520, or -6%

**Legal – no changes at this time**

**Engineering – no changes at this time**

**Police Department**

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Salaries	(3% increase current officers), one additional FTE office salary, one Community Service officer salary. Total line item increase of \$101,936.72	\$516,414.17
PERA	(3% increase current officers), one additional FTE office salary, one Community Service officer salary. Total line item increase of \$101,936.72	\$16,006.96
SS/Medicare	(3% increase current officers), one additional FTE office salary, one Community Service officer salary. Total line item increase of \$101,936.72	\$4,166.04
Health/Life	(9.5% increase current officers), one additional FTE office salary, one Community Service officer salary. Total line item increase of \$101,936.72	\$35,549.21
Workers Comp	\$10,000 increase	\$10,000 increase
Clothing Allowance	\$795 increase – one additional FTE officer	\$6,495
Communication	\$200 increase	\$7,000
Firearms Qualify	\$500 increase	\$2,500
CAPX	Body Armor 50% reimbursed	\$5,500

Department total increase \$169,183.83, or 19%

**Fire Department – no changes at this time**

**City Hall Maintenance**

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Building Repairs	\$5,000 decrease	\$5,000
Hired Service	\$2,100 increase	\$3,600
Insurance/Bonds	\$1,180 increase	\$3,000
Utilities	\$17,700 increase – miscalculation from energy audit project year prior	\$32,000
CAPX	\$3,000 decrease	\$0

Department total increase \$13,650, or 23%

**Public Works**

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Salaries	3% increase – subject to change with union contract	\$326,806.96
PERA	3% increase	\$21,385.17
SS/Medicare	3% increase	\$24,313.17
Health/Life	9.5% increase	\$73,769.10
Workers Comp	\$25,000 increase, not previously budgeted for	\$25,000
Clothing Allowance	\$1,100 increase with high-vis price inflation	\$3,600
Supplies	\$8,300 increase considering 20% current cost increases and 300% inflation on signpost prices	\$49,800
Snow & Ice Material	\$2,000 increase due to salt contract increase 14%	\$20,000
Motor Fuel	\$13,770 increase, with fuel up \$2.40 from last budget cycle	\$40,770
Street Repair/Material	\$14,000 increase, 20% increase in asphalt cost with tac and rejuvenator at increase of 18%	\$80,000
Small Tools	\$500 decrease	\$1,500
Repair Parts	\$3,450 increase	\$26,450
Communications	\$3,700 increase	Annual cellphone reimbursements, shop landlines

Maintenance & Repair	\$6,000 increase	\$66,000
Travel/Meetings/Memberships	\$3,650 increase	\$4,400
Hired Service	\$3,000 increase	\$20,500
Equipment Rental	\$1,500 decrease	\$500
Maintenance Agreements	\$750 increase	\$750
Insurance/Bonds	\$7,000 decrease	\$20,000
Seal Coating Program	\$60,000 decrease	\$60,000
Crack Filling	\$15,000 increase – including 2022 portion	\$45,000
Parks Maintenance and Repair	\$3,000 increase	\$8,000
Parks Hired Service	\$12,500 increase- mowing bid year	\$80,000
USDA Loan	\$6,521 increase – not budgeted years prior	\$6521
CAPX	\$200,000 street sweeper (with trade), \$75,000 tractor (used), \$45,000 tar kettle, roof work	\$328,000

Department total increase \$387,890.73, or 26%

### Swimming Pool

LINE ITEM	NOTES	2023 PROPOSED BUDGET
Salaries	3% increase	\$64,471.35
PERA	3% increase	\$2,190.78
SS/Medicare	3% increase	\$5,759.88
Health/Life	9.5% increase	\$3,017.82
Mileage Reimbursement	\$50 increase	\$150
Postage/Publishing/Printing	\$50 decrease	\$250
Communication	\$300 increase	\$1,300
Hired Service	\$1,000 increase	\$3,000
Insurance/Bonds	1,500 decrease	\$6,000
Credit Card/Check Handling	\$150 increase	\$400
Advertising/Promotion	\$100 increase	\$800
CAPX	\$7,000 decrease	\$25,000

Department total decrease \$1,078.70, or -1%

## Senior Center

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Salaries	3% increase	\$46,220.23
PERA	3% increase	\$3,442.08
SS/Medicare	3% increase	\$3,592.06
Health/Life	9.5% increase	\$14,081.20
Postage/Publishing/Printing	\$400 increase	\$500
Communication	\$100 increase	\$1,300
Maintenance and Repair	\$1,000 decrease	\$4,000
Miscellaneous	\$100 increase	\$500
Insurance/Bonds	\$650 increase	\$2000
Senior Noon Meal Expense	\$3,000 increase due to cost increase	\$17,000
CAPX	\$1,000 decrease	\$30,000

Department total increase \$6,321.23, or 4%

## Library – no changes at this time

## Community Development

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Salaries	3% increase	\$18,488.66
PERA	3% increase	\$1,489.82
SS/Medicare	3% increase	\$1,587.41
Health/Life	9.5% increase	\$144.85
Postage/Publishing/Printing	\$150 increase	\$250
Hired Service	\$2,000 decrease, cleared line	\$0
Computer Support	\$2,000 increase, added	\$2,000
USDA Daycare Loan Pymt	\$500 increase	\$14,000

Department total decrease \$334.05, or -1%

**Sanitation and Health**

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Salaries	3% increase	\$8,076.10
PERA	3% increase	\$515
Mosquito Control	\$2,000 increase per contract	\$17,000
Hired Service	\$200 decrease	\$250
Miscellaneous	\$700 increase	\$1,200
Siren Servicing	\$1,000 increase	\$3,000
Garbage Dumpster Service	\$3,000 decrease	\$23,000

Department total increase 599.58, or 2%

*Line items without mention had no change.*

**GENERAL FUND REVENUES**

<b>LINE ITEM</b>	<b>NOTES</b>	<b>2023 PROPOSED BUDGET</b>
Property Taxes	Last figure to be entered	x
Gas Franchise	\$2,000 decrease	\$40,000
Cable Franchise	\$2,000 increase	\$34,000
Sales Tax Revenue	\$75,000 increase	\$275,000
LGA	\$38,163 increase	\$2,104,825
Recycling Reimbursement	\$500 increase	\$16,000
Garbage License	\$150 increase	\$840
Camping Fees	\$3,000 decrease	\$12,000
Library Copier Charges	\$1,250 increase	\$1,500
Swimming Pool Receipts	\$4,000 increase	\$55,000
Garbage Dumpster Fee	\$5,000 decrease	\$30,000
Administrative Fine	\$500 increase	\$500
Library Service Charge	\$100 decrease	\$100

Department total increase, or %

Department Budget Proposal:						CURRENT PROPOSAL AS OF 8/31/22	% INCREASE
<b>Mayor and Council</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$ 28,510.08	\$ 27,900.00	\$ 32,978.42	\$ 30,550.00	\$ 15,173.81			
3% increase	5% increase	7% increase	10% increase				
\$ 31,466.50	\$ 32,077.50	\$ 32,688.50	\$ 33,605.00		\$ 32,650.00	6%	
\$ 916.50	\$ 1,527.50	\$ 2,138.50	\$ 3,055.00				
<b>Administration</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$371,202.65	\$304,423.64	\$284,430.14	\$313,698.48	\$159,684.43			
3% increase	5% increase	7% increase	10% increase				
\$ 323,109.43	\$ 329,383.40	\$ 335,657.37	\$ 345,068.33		\$ 326,975.36	5%	
\$ 9,410.95	\$ 15,684.92	\$ 21,958.89	\$ 31,369.85				
<b>Finance</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$39,887.22	\$36,550.00	\$30,851.54	\$41,900.00	\$39,331.14			
3% increase	5% increase	7% increase	10% increase				
\$ 43,157.00	\$ 43,995.00	\$ 44,833.00	\$ 46,090.00		\$ 39,380.00	-6%	
\$ 1,257.00	\$ 2,095.00	\$ 2,933.00	\$ 4,190.00				
<b>Legal</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$43,795.75	\$43,600.00	\$44,209.80	\$43,550.00	\$ 25,874.30			
3% increase	5% increase	7% increase	10% increase				
\$ 44,856.50	\$ 45,727.50	\$ 46,598.50	\$ 47,905.00		\$ 43,550.00	0	
\$ 1,306.50	\$ 2,177.50	\$ 3,048.50	\$ 4,355.00				
<b>Engineering</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$26,439.50	\$12,000.00	\$38,144.40	\$ 15,000.00	\$ 11,734.00			
3% increase	5% increase	7% increase	10% increase				
\$ 15,450.00	\$ 15,750.00	\$ 16,050.00	\$ 16,500.00		\$ 15,000.00	0	
\$ 450.00	\$ 750.00	\$ 1,050.00	\$ 1,500.00				
<b>Police</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$665,744.19	\$684,880.64	\$714,275.13	\$ 726,952.52	\$ 395,011.60			
3% increase	5% increase	7% increase	10% increase				
\$ 748,761.10	\$ 763,300.15	\$ 777,839.20	\$ 799,647.77		\$ 896,136.35	19%	
\$ 21,808.58	\$ 36,347.63	\$ 50,886.68	\$ 72,695.25				
<b>Fire</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$295,576.02	\$277,515.60	\$709,648.38	\$ 285,088.92	\$ 88,525.18			
3% increase	5% increase	7% increase	10% increase				
\$ 293,641.59	\$ 299,343.37	\$ 305,045.14	\$ 313,597.81		\$ 312,577.36	10%	
\$ 8,552.67	\$ 14,254.45	\$ 19,956.22	\$ 28,508.89				
<b>City Hall</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$62,650.09	\$29,700.00	\$48,997.65	\$ 45,400.00	\$ 26,590.19			
3% increase	5% increase	7% increase	10% increase				
\$ 46,762.00	\$ 47,670.00	\$ 48,578.00	\$ 49,940.00		\$ 59,050.00	23%	
\$ 1,362.00	\$ 2,270.00	\$ 3,178.00	\$ 4,540.00				
<b>Public Works</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$1,221,789.64	\$1,015,177.69	\$1,064,625.78	\$ 1,108,374.67	\$ 451,581.15			
3% increase	5% increase	7% increase	10% increase				
\$ 1,141,625.91	\$ 1,163,793.40	\$ 1,185,960.90	\$ 1,219,212.14		\$ 1,496,265.40	26%	
\$ 33,251.24	\$ 55,418.73	\$ 77,586.23	\$ 110,837.47				
<b>Swimming Pool</b>							
2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual			
\$176,906.32	\$170,564.70	\$238,943.84	\$ 195,918.63	\$ 98,132.93			



	3% increase	5% increase	7% increase	10% increase			
\$ 195,918.63	\$ 201,796.19	\$ 205,714.56	\$ 209,632.93	\$ 215,510.49	\$	194,839.83	-1%
	\$ 5,877.56	\$ 9,795.93	\$ 13,714.30	\$ 19,591.86			

Department Budget Proposal: <b>Senior Center</b>							
	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual		
	\$99,788.46	\$99,684.78	\$99,282.02	\$ 133,464.35	\$ 61,910.41		
	3% increase	5% increase	7% increase	10% increase			
\$ 133,464.35	\$ 137,468.28	\$ 140,137.57	\$ 142,806.85	\$ 146,810.79	\$	139,285.58	4%
	\$ 4,003.93	\$ 6,673.22	\$ 9,342.50	\$ 13,346.44			

Department Budget Proposal: <b>Library</b>							
	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual		
	\$164,562.74	\$217,569.86	\$198,029.53	\$ 232,924.60	\$ 101,238.39		
	3% increase	5% increase	7% increase	10% increase			
\$ 232,924.60	\$ 239,912.34	\$ 244,570.83	\$ 249,229.32	\$ 256,217.06	\$	226,143.49	-3%
	\$ 6,987.74	\$ 11,646.23	\$ 16,304.72	\$ 23,292.46			

Department Budget Proposal: <b>Community Development</b>							
	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual		
	\$50,627.33	\$57,897.95	\$59,923.06	\$ 63,303.89	\$ 31,747.61		
	3% increase	5% increase	7% increase	10% increase			
\$ 63,303.89	\$ 65,203.01	\$ 66,469.08	\$ 67,735.16	\$ 69,634.28	\$	62,969.84	-1%
	\$ 1,899.12	\$ 3,165.19	\$ 4,431.27	\$ 6,330.39			

Department Budget Proposal: <b>Sanitation and Health</b>							
	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual		
	\$134,214.46	\$149,117.50	\$152,130.91	\$ 153,741.52	\$ 59,005.49		
	3% increase	5% increase	7% increase	10% increase			
\$ 153,741.52	\$ 158,353.77	\$ 161,428.60	\$ 164,503.43	\$ 169,115.67	\$	154,341.10	2%
	\$ 4,612.25	\$ 7,687.08	\$ 10,761.91	\$ 15,374.15			

GENERAL FUND							
	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 July 8 Actual		
	\$3,381,694.45	\$3,126,582.36	\$3,716,470.60	\$3,389,867.58	\$1,565,540.63		
	3% increase	5% increase	7% increase	10% increase			
\$3,389,867.58	\$ 3,491,563.61	\$ 3,559,360.96	\$ 3,627,158.31	\$ 3,728,854.34	\$3,999,674.41	15%	
ADDITION OF	\$ 101,696.03	\$ 169,493.38	\$ 237,290.73	\$ 338,986.76			

\$609,806.83

	% INCREASE	2022 TAX LEVY	2023 TAX LEVY	PROPERTY TAX OPTIONS	EDA	HRA	PROPERTY TAX LINE INCREASE
GENERAL		\$ 845,033.64	\$ 848,884.65	\$ 668,884.65	\$ 90,000.00	\$ 90,000.00	5%
DEBT		\$ 950,000.00	\$ 1,000,000.00	\$ 840,000.00	\$ 80,000.00	\$ 80,000.00	8%
TOTAL	3%	\$ 1,795,033.64	\$ 1,848,884.65				

GF REVENUE \$ 4,017,634.65  
GF EXPENDITURE \$ 3,999,674.41  
\$ 17,960.24