

Capital Equipment Fund

Presented herein is the City's preliminary 2014 budget for capital equipment. Capital equipment requests for 2014, excluding those capital items that are to be funded through utility enterprise funds, originally totaled nearly \$1,602,000 but following reviews with department heads, this figure has been reduced to \$1,221,000. Of this total, \$1,042,000 represents capital expenditures for replacement of existing items and \$179,000 in requests associated with new items or programs. Funding for the purchase of capital items would come from either unrestricted General Fund reserves, or from the issuance of a certificate of indebtedness. From 2005 through 2013, unrestricted reserves were used to fund capital purchases for all but one year (2010), and both options remain for 2014. Final disposition on the funding source would not need to be made until after the adoption of the General Fund Budget and at the point when a reliable estimate of year-end reserves is available, most likely be in February of 2014. However, current projections indicate that unrestricted reserves available at year-end will be inadequate to fund 2014 capital needs. Filling this gap would require either the issuance of debt or the utilization of another yet to be determined funding source, a prioritization of needs to reduce total expenses in 2014, or a combination of the two.

The attached sheets provide information for the proposed 2014 Capital Equipment Fund Budget. The first provides a fund summary should Council approve all proposed capital requests. The second summary titled 2014 CAPITAL OUTLAY details the requests by department and division, and indicates whether the request is for replacement of existing equipment, or is for a new item that is associated with a new program request. The third summary titled 2014 Capital Requests – By Type summarizes the requests by equipment type.

The next page presents a summary of a five-year capital equipment schedule. The program, totaling nearly \$6.9 million provides a rough sketch of the City's capital equipment needs over the next five years. Major expenditures include \$2 million to replace large snow removal equipment; Police squads and related equipment totaling \$1.6 million; Blaine's share (roughly 75%) of SBM's capital program, which equals 974,000; information technology equipment totaling \$925,000, including \$200,000 for replacement of the phone system; a \$200,000 program to replace Building and Fire Inspection staff; and \$225,000 for park facility and playground replacement/improvements. The last three pages present the details of the five-year program. This is a work in progress - staff will continue to develop a more comprehensive schedule that will detail the anticipated capital needs throughout the City.

CITY OF BLAINE, MINNESOTA

**2014 PROPOSED BUDGET
WITH FIVE-YEAR MODEL
CAPITAL EQUIPMENT FUND - 410**

Description	2011 Actual	2012 Actual	2013 Projected	2014 Department Requested	2014 Preliminary Review
<u>BEGINNING FUND BALANCE</u>	\$ (40,549)	\$ 39,861	\$ 90,205	\$ 0	\$ 0
<u>REVENUES/FUNDING SOURCES</u>					
Investment earnings	\$ (1,210)	\$ 369	\$ 1,500	\$ -	\$ -
Sale of fixed assets	73,990	45,518	82,800	82,700	82,700
Miscellaneous	-	203	-	-	-
Transfers from other funds	660,000	685,000	668,850	670,000	670,000
Total Revenues	\$ 732,780	\$ 731,090	\$ 753,150	\$ 752,700	\$ 752,700
<u>EXPENDITURES</u>					
Legislative	\$ -	\$ -	\$ -	\$ 9,250	\$ -
Administrative	871	7,033	6,874	2,800	1,850
Finance and IS	29,142	44,110	36,957	299,700	125,700
Safety Services	238,044	419,953	388,360	531,050	473,225
SBM Fire	181,055	56,674	28,860	104,660	104,660
Public Services	196,819	143,195	371,633	654,200	515,500
Community Development	6,439	9,781	10,670	-	-
Total Expenditures	\$ 652,370	\$ 680,746	\$ 843,355	\$ 1,601,660	\$ 1,220,935
<u>ENDING FUND BALANCE</u>					
Designated for equipment	\$ 39,861	\$ 90,205	\$ 0	\$ (848,960)	\$ (468,235)

CITY OF BLAINE, MINNESOTA					
2014 CAPITAL OUTLAY					
Requesting Department/Division	Replace ment/ Continuing Program	New Item/Program	2014 Requested Budget	Adjustment	2014 Finance Review
LEGISLATIVE					
Mayor & Council					
Laptops (5)	9,250		9,250	(9,250)	-
TOTAL LEGISLATIVE	9,250	-	9,250	(9,250)	-
ADMINISTRATION					
City Manager					
(none)			-		-
City Clerk					
Desktop computer-Elections		950	950	(950)	-
Human Resources					
Laptop	1,850		1,850		1,850
Communications					
(none)			-		-
TOTAL ADMINISTRATION	1,850	950	2,800	(950)	1,850
FINANCE					
Finance					
Copier		9,000	9,000	(9,000)	-
Utility Billing printer	2,200		2,200		2,200
Information Services					
Workstation	2,500		2,500		2,500
Servers (3)	21,000		21,000		21,000
UPS - server room	5,000		5,000		5,000
Network Virtualization-data storage		60,000	60,000		60,000
Phone system replacement	200,000		200,000	(165,000)	35,000
TOTAL FINANCE	230,700	69,000	299,700	(174,000)	125,700
SAFETY SERVICES					
Administration					
Unmarked staff car	27,000		27,000		27,000
Smartboard	14,000		14,000	(14,000)	-
Mark Stack room PC, electronics upgrade	2,750		2,750	(2,750)	-
Laptop for Captain	1,850		1,850		1,850
Fax machine	650		650		650
Professional Standards					
Laptop+monitor for Lieutenant	2,050		2,050		2,050
Patrol					
Marked squad (6) + 1 added to fleet	212,200	53,800	266,000		266,000
Long gun replacement	70,050		70,050	(35,025)	35,025
800 MHz radios (5)	18,750		18,750		18,750
Mustang suits (5)	3,750		3,750		3,750
Laptop for Lieutenant	1,850		1,850		1,850
Desktops (Sergeant, Reserve office, Rollcall)	2,250		2,250		2,250
WinPak security PCs (Door security)	1,500		1,500	(1,500)	-
Squad Toughbooks (9)	45,000		45,000	(3,600)	41,400
Ticketwriter printers (2?)	2,000		2,000		2,000
Investigations					
Laptop for Lieutenant	1,850		1,850		1,850
Desktops (Detective, Situation room)	1,500		1,500		1,500

CITY OF BLAINE, MINNESOTA

2014 CAPITAL OUTLAY

Requesting Department/Division	Replace ment/ Continuing Program	New Item/Program	2014 Requested Budget	Adjustment	2014 Finance Review
Police Records					
"Upload Station" desktop	750		750		750
Records new position		950	950	(950)	-
Crime Prevention					
Laptop (2)	3,700		3,700		3,700
Fire (Programmed at 74.758% Blaine share)					
Station maintenance (general repairs)	14,950		14,950		14,950
RMS/Computer replacement equipment	14,950		14,950		14,950
Joint training facility	7,480		7,480		7,480
Bunker gear replacement (Year 3)	67,280		67,280		67,280
Emergency Preparedness					
Warning Siren improvements	26,000		26,000		26,000
Community Service					
CSO marked pick-up truck	35,000		35,000		35,000
Community Standards					
Laptop (I Diaz)	1,850		1,850		1,850
TOTAL SAFETY SERVICES	580,960	54,750	635,710	(57,825)	577,885
PUBLIC SERVICES					
Public Services Admin.					
(none)					
Public Works Administration					
Laptop (M Ulrich)	1,850		1,850		1,850
Copier	9,000		9,000		9,000
Fax	650		650	0	650
Public Building Maintenance					
Environmental control 2nd floor nw room	35,000		35,000	(35,000)	-
Fire suppression systems in 2 network rooms	40,000		40,000	(40,000)	-
Street Maintenance					
Skid-loader annual replacement	31,000		31,000		31,000
Single-axle hook/plow truck	220,000		220,000		220,000
Laptop (S Dahl)	1,850		1,850		1,850
Parks Maintenance					
Toro Ground master 4100-D mower (for LAC. Move to 2015)		60,000	60,000	(60,000)	-
Skid-loader annual replacement	31,000		31,000		31,000
Bandit 19" Drum Chipper	70,000		70,000		70,000
One-ton pickup with dump box and plow		65,000	65,000		65,000
Equipment Maintenance					
Vehicle scanning laptop	1,850		1,850	(1,850)	-
Fuel system management software	23,000		23,000		23,000
Engineering					
Laptop (Business Continuity Plan)	1,850		1,850	(1,850)	-
Engineer workstations (C Nelson, J Rud, D Schlender)	6,000		6,000		6,000
GIS					
Workstation (E Potvin)	2,000		2,000		2,000
Recreation					
BBC Field #1 Infield reconstruction	25,000		25,000		25,000
Tennis court resurfacing at Territorial Park	20,150		20,150		20,150
Copier/Printer/Scanner	9,000		9,000		9,000
TOTAL PUBLIC SERVICES	529,200	125,000	654,200	(138,700)	515,500

CITY OF BLAINE, MINNESOTA					
2014 CAPITAL OUTLAY					
Requesting Department/Division	Replacement/ Continuing Program	New Item/Program	2014 Requested Budget	Adjustment	2014 Finance Review
COMMUNITY DEVELOPMENT					
Planning (none)			-		-
Economic Development (none)	-		-		-
Inspections (none)			-		-
TOTAL COMMUNITY DEVELOPMENT	-	-	-	-	-
TOTAL	\$ 1,351,960	\$ 249,700	\$ 1,601,660	\$ (380,725)	\$ 1,220,935

CITY OF BLAINE, MINNESOTA

2014 CAPITAL REQUESTS - BY TYPE

	Vehicles	Heavy & Other Equipment	Computers & Technology	Other	Total
Department					
Legislative	\$ -	\$ -	\$ -	\$ -	\$ -
Administration	-	-	1,850		1,850
Finance & IS	-	-	125,700	-	125,700
Safety Services	328,000	-	61,700	83,525	473,225
SBM Fire	-	-	14,950	89,710	104,660
Public Services	65,000	352,000	53,350	45,150	515,500
Community Development	-	-	-	-	-
TOTALS	\$ 393,000	\$ 352,000	\$ 257,550	\$ 218,385	\$ 1,220,935

CITY OF BLAINE, MINNESOTA

**2014 PROPOSED BUDGET
WITH FIVE-YEAR MODEL
CAPITAL EQUIPMENT FUND - 410**

Description	2014 Preliminary Review	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate
<u>BEGINNING FUND BALANCE</u>	\$ 0	\$ (468,235)	\$ (1,570,110)	\$ (2,246,660)	\$ (2,819,260)
<u>REVENUES/FUNDING SOURCES</u>					
Investment earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of fixed assets	82,700	87,700	87,700	87,700	87,700
Miscellaneous	-				
Transfers from other funds	670,000	670,000	670,000	670,000	670,000
Total Revenues	\$ 752,700	\$ 757,700	\$ 757,700	\$ 757,700	\$ 757,700
<u>EXPENDITURES</u>					
Legislative	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	1,850	1,000	21,000	3,000	2,000
Finance and IS	125,700	195,500	19,500	18,600	25,600
Safety Services	473,225	565,575	350,300	451,450	442,850
SBM Fire	104,660	345,000	288,450	104,250	131,250
Public Services	515,500	725,500	729,000	727,000	464,000
Community Development	-	27,000	26,000	26,000	26,000
Total Expenditures	\$ 1,220,935	\$ 1,859,575	\$ 1,434,250	\$ 1,330,300	\$ 1,091,700
<u>ENDING FUND BALANCE</u>					
Designated for equipment	\$ (468,235)	\$ (1,570,110)	\$ (2,246,660)	\$ (2,819,260)	\$ (3,153,260)

CITY OF BLAINE, MINNESOTA

2014-2018 CAPITAL EQUIPMENT PROGRAM

Requesting Department/Division	2014 Finance Review	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate
LEGISLATIVE					
Mayor & Council (none)	-				
TOTAL LEGISLATIVE	-	-	-	-	-
ADMINISTRATION					
City Manager					
PC equipment	-			1,000	1,000
Admin copier			20,000		
City Clerk					
PC equipment	-		1,000	1,000	
Human Resources					
PC equipment	1,850			1,000	1,000
Communications					
PC equipment	-	1,000			
TOTAL ADMINISTRATION	1,850	1,000	21,000	3,000	2,000
FINANCE					
Finance					
Utility Billing printer	2,200				
PC equipment		2,000	4,000	1,000	3,000
Information Services					
Workstation	2,500	5,000			5,000
Laptop				2,100	2,100
Servers (3)	21,000	16,000	8,000	8,000	8,000
UPS - server room//network switches,routers,etc.	5,000	7,500	7,500	7,500	7,500
Network Virtualization-data storage	60,000				
Phone system replacement	35,000	165,000			
TOTAL FINANCE	125,700	195,500	19,500	18,600	25,600
SAFETY SERVICES					
Administration					
Unmarked staff car	27,000	54,000			
Laptop for Captain	1,850				
Fax machine	650				
Professional Standards					
Laptop+monitor for Lieutenant	2,050				2,050
Patrol					
Marked squad (6) + 1 added to fleet	266,000	213,000	177,500	248,500	213,000
Long gun replacement	35,025	35,025			
800 MHz radios (5)	18,750	18,750	18,750	18,750	18,750
Mustang suits (5)	3,750	3,750	3,750	3,750	3,750
Laptop for Lieutenant	1,850				
Desktops (Sergeant, Reserve office, Rollcall)	2,250	5,000	4,000	1,000	3,000
Squad Toughbooks (9)	41,400	42,000		42,000	42,000
Ticketwriter printers (2?)	2,000	2,000	2,000	2,000	2,000
Defibrillators		9,000	9,000	9,000	9,000
Radar units		8,750	8,750	8,750	8,750

CITY OF BLAINE, MINNESOTA

2014-2018 CAPITAL EQUIPMENT PROGRAM

Requesting Department/Division	2014 Finance Review	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate
Squad video systems			25,700	25,700	25,700
Squad camera system		7,300	12,000		20,000
Investigations					
Laptop for Lieutenant	1,850				
Desktops (Detective, Situation room)	1,500				
Vehicles		81,000			
Police Records					
Desktops	750		1,000	6,000	7,000
Crime Prevention					
Laptop (2)	3,700				
Fire (Blaine share = 74.758%; 75% in out years)					
Station general maintenance	14,950	15,000	15,000	15,000	15,000
Station/facility repair projects	-	213,750	168,450	48,000	
RMS/Computer replacement equipment	14,950	15,000	30,000	15,000	15,000
Joint training facility	7,480	7,500	30,000	7,500	26,250
Chief vehicles		26,250	26,250		
Fitness equipment			18,750	18,750	
Bunker gear replacement	67,280	67,500			
Radio replacement					75,000
Emergency Preparedness					
Warning Siren improvements	26,000	26,000	26,000	26,000	26,000
Community Service					
CSO marked pick-up truck	35,000	35,000	35,000	35,000	35,000
Community Standards					
Laptop	1,850		1,850		1,850
Vehicles replacement		25,000	25,000	25,000	25,000
TOTAL SAFETY SERVICES	577,885	910,575	638,750	555,700	574,100
PUBLIC SERVICES					
Public Services Admin.					
(none)					
Public Works Administration					
Laptop (M Ulrich)	1,850	1,000	2,000	1,000	
Copier	9,000				
Fax	650				
Public Building Maintenance					
Building security system upgrades	-	60,000			
Environmental control 2nd floor nw room	-	35,000			
Fire suppression systems in 2 network rooms	-		40,000		
Street Maintenance					
Skid-loader annual replacement	31,000	31,000	31,000	31,000	31,000
Single-axle hook/plow truck	220,000	440,000	440,000	440,000	220,000
Sidewalk machine			135,000	135,000	
One-ton with Dump box and Plow					65,000
Laptop (S Dahl)	1,850			2,000	
Parks Maintenance					
Toro Groundmaster 4100-D mower (for LAC)	-	60,000			
Toro Z-master mowers		17,500		35,000	
Skid-loader annual replacement	31,000	31,000	31,000	31,000	31,000
Bandit 19" Drum Chipper	70,000				
One-ton pickup with dump box and plow	65,000				65,000
PC Equipment				1,000	

CITY OF BLAINE, MINNESOTA

2014-2018 CAPITAL EQUIPMENT PROGRAM

Requesting Department/Division	2014 Finance Review	2015 Estimate	2016 Estimate	2017 Estimate	2018 Estimate
Equipment Maintenance					
Vehicle scanning laptop	-			1,000	
Fuel system management software	23,000				
Engineering					
Engineer workstations	6,000	4,000	4,000	4,000	4,000
GIS					
Workstation	2,000				2,000
Recreation					
BBC Field #1 Infield reconstruction	25,000				
Tennis court resurfacing at Territorial Park	20,150				
Misc. park improvement/equipment replacement		45,000	45,000	45,000	45,000
Copier/Printer/Scanner	9,000				
PC equipment		1,000	1,000	1,000	1,000
TOTAL PUBLIC SERVICES	515,500	725,500	729,000	727,000	464,000
COMMUNITY DEVELOPMENT					
Planning					
(none)	-	1,000	1,000	1,000	1,000
Economic Development					
(none)	-	1,000			
Inspections					
Vehicle replacement	-	25,000	25,000	25,000	25,000
TOTAL COMMUNITY DEVELOPMENT	-	27,000	26,000	26,000	26,000
TOTAL	\$ 1,220,935	\$ 1,859,575	\$ 1,434,250	\$ 1,330,300	\$ 1,091,700