



CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan & Capital Budget

To set up a capital improvement fund the City is required to formally adopt a Capital Program (CIP). The main advantage of this method of budgeting and planning is that projects can be earmarked and carried from one year to the next. For example, if it is recognized that renovation of a public building will be needed in five years, an amount can be set aside annually so the project can be funded at the end of five years. The CIP fund also allows a project to be done in phases, with funds allocated in one year for a portion of a project and then finished in later years.

The Capital Improvement Plan is a five-year planning document designed to guide decisions concerning capital expenditures. This is a planning document and, as for all planning documents, it is subject to revision in order to reflect changes in community needs and service requirements, environmental factors and Council priorities. The first year of the Plan is intended to accurately reflect that year's anticipated appropriation for major capital projects and is called the Capital Budget. The subsequent four years represents an anticipated capital need during the period as submitted and approved. The CIP must be reviewed and revised each year in order to add new projects and revise priorities.

The process of determining major capital needs and establishing a financial program extending beyond the annual budget encourages the City to examine long-range needs and allows more coherent city-wide fiscal policies. The CIP provides a basis to compare projects and provides opportunities to explore alternate funding sources, since most capital improvement requests exceed the available revenues.

Since 2016, the City has allocated all funds received from the Local Government Aid to the Capital Improvement Plan and budgets, with some additional budgeted transfers from the General Fund.

The purpose is to set up a five (5) year Capital Improvement Plan in order to establish a capital improvement fund. The main goals are"

- To ease the review of the annual capital budget through a uniform and fair process
- To invite and promote public participation in the annual budget process. This is accomplished through a reasonable, sensible and responsible approach by providing documentation, as well as advertising and scheduling public meetings.
- To link capital budget requests with the City strategic plan, adopted policies, and other approved planning documents.
- To link capital expenditures with operating budgets.
- To increase awareness, cooperation, coordination, and participation between departments, agencies, stakeholders, and other political jurisdictions.

The City of Big Lake conducts various planning processes (long-term, mid-term and short-term), to help guide the government and to insure the decisions are made in the context of the organization as a whole and with a long-term perspective. Diligent efforts are made to insure each of these component planning processes are in concert with one another. This so called "Linkage" is paramount to insure short-term decisions are consistent with the overriding values embodied in the mid-term and long-term planning processes adopted by the City Council. The required linkage dictates that the CIP be developed within the context of and consistent with, the City's long-term and mid-term plans.

Each element of the City's planning process has a different purpose and timeframe. The Strategic Plan, Vision, Mission, Long-Term Goals and Growth Policy are the most far-reaching in nature – 10 to 25 years.

The Capital Improvement Plan and the Five-Year Financial planning are mid-term in nature – five years. The Annual Budget and the Capital Budget are short-term – covering a one-year timeframe. The most important requisite is that they are coordinated and are in concert with one another.

Capital Planning

Capital planning refers to the process of identifying and prioritizing City capital needs for determining which capital projects should be funded in the capital budget as resources become available. Citywide planning is guided by the City’s strategic Plan and the Growth (Comprehensive Plan) Policy. These plans provide long term direction for the growth and development of the City.

Capital Planning Process

The capital improvements process provides for the identification, review, planning and budgeting of current and future capital expenditures.

All requests for capital improvement projects are reviewed, evaluated and weighted in order to assist the City Council in selecting the projects to be funded. Department are responsible for submitting CIP requests. The adoption of a CIP by the City is strictly a statement of intent, not an appropriation of funding for projects contained within. A list of approved CIP projects will be updated on an annual basis as new needs become known or priorities change. The possibility of a project with a low priority can remain in the CIP longer than four years due to a more important project bumping ahead in the schedule for quicker implementation. On occasion, some approved projects, with a lower priority are funded in advance of projects with a higher priority, in order to meet legal requirements or when a new or identified source of funding becomes available in order to complete the project.

For the purpose of this process, “Capital”, is defined as an item or items that have a single acquisition cost of at least \$5,000 and a useable life for a minimum of 3 years. This definition assists in delineating a major project or piece of equipment as a capital program, rather than routine maintenance or replacement of operating equipment.

- Replacement vehicles for the police department are included in the CIP program as indicated on the fleet replacement schedule, which is funded each year in the Capital Budget.

Capital Improvement Plan Funding

The FY 2021-2025 Capital Improvement Plan has twelve different sources of funding. Each funding source is described below. As noted before, capital projects, unlike operating expenses which recur annually, only require one-time allocations for a given project. This funding flexibility allows the City to pursue financing and one-time revenues sources to accelerate completion of critical projects.

- **General Fund** – yearly transfers from the General Fund for future projects and for the computer replacement allocation
- **CIP Fund** – allocated fund balance of the Capital Improvements funds for specific projects
- **LGA** – Local Government Aid the City received from the State
- **Bonds** – General Obligation Bonds for the Street Rehabilitation program
- **Park Dedication** – funds from the Park Development Fund, currently these projects are on hold as there is no immediate funding for the projects
- **Water Operations** – yearly transfers from the Water Operation Fund to the Water CIP fund for future projects
- **Revenue Bond Water** – bonds needed to finance upcoming projects

- **Sewer CIP Fund** – allocated fund balance for the infrastructure improvement on the Wastewater Treatment Plant
- **Sewer Operations** – yearly transfer from the Sewer Operation Fund to the Sewer CIP fund for future projects
- **Storm Sewer Operations** – yearly transfer from the Storm Sewer Operation Fund to the Storm Sewer CIP fund for future projects
- **Liquor Store Operations** – yearly transfers from the Liquor Store Operation Fund to the Liquor Store CIP Fund for future projects
- **Debt Service Funds** – yearly principal and interest payments for all debts of the City

Whenever the City commits to a CIP plan, there is an associated long-range commitment of operating funds. For this reason, it is important to evaluate capital commitments in the context of their long-range operating impact. Most capital projects affect future operating budgets either positively or negatively due to an increase or decrease in maintenance costs or by providing capacity for new programs to be offered. Such impacts vary widely from project to project and, as such, are evaluated individually during the process of assessing project feasibility. The five-year financial plans also provide an opportunity to review the operating impact of growth-related future capital projects.

Following is a summary, as well as detail by department, 2021 – 2025 Capital Improvement Plan.

Capital Improvement Plan Summary 2021 - 2025

2021 through 2025 - Summary by Department						
Dept	2021	2022	2023	2024	2025	Totals
Administration/Finance	\$ 433,156	\$ 190,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 998,156
IT Department	135,000	25,500	25,500	25,500	25,500	237,000
Elections	2,000	-	2,000	-	2,000	6,000
Big Lake Community Service Center	17,500	-	-	-	-	17,500
Fire - City Portion only	215,833	648,733	325,000	157,500	208,250	1,555,317
Police Department	91,240	84,280	84,846	87,902	45,524	393,792
Streets Department	75,000	355,000	675,000	425,000	822,000	2,352,000
Streets Improvements	4,776,632	2,627,241	-	3,121,261	-	10,525,134
Parks Department	55,750	100,750	100,750	185,750	55,750	498,750
Park Development- NOT CASH FUNDED	330,000	150,000	450,000	350,000	-	1,280,000
Water Enterprise Fund	3,508,000	173,000	108,000	108,000	108,000	4,005,000
Sewer Enterprise Fund	110,000	50,000	16,600,000	200,000	50,000	17,010,000
Storm Sewer Enterprise Fund	7,500	7,500	7,500	7,500	7,500	37,500
Liquor Store Enterprise Fund	151,000	35,000	50,000	45,000	45,000	326,000
City Debt Payments	4,351,508	4,488,226	4,680,309	4,363,600	3,705,299	21,588,942
Total General Fund and Enterprise Funds	\$ 14,260,119	\$ 8,935,230	\$23,233,905	\$9,202,013	\$ 5,199,823	\$ 60,831,091

2021 through 2025 - Summary by Funding Source						
Funding Source	2021	2022	2023	2024	2025	Totals
General Fund	\$ 284,886	\$ 141,390	\$ 410,750	\$ 408,750	\$ 425,000	\$ 1,670,776
CIP FUND	870,582	475,000	15,000	10,000	30,000	1,400,582
LGA	503,933	787,873	927,346	597,902	839,024	3,656,079
Bonds	4,218,710	2,627,241	-	3,121,261	-	9,967,212
Park Dedication - NOT CASH FUNDED	330,000	150,000	450,000	350,000	-	1,280,000
Water Operations	108,000	173,000	108,000	108,000	108,000	605,000
Revenue Bonds - Water	3,400,000	-	-	-	-	3,400,000
Revenue Bonds - Sewer	-	-	14,500,000	-	-	14,500,000
Sewer CIP	60,000	-	2,000,000	-	-	2,060,000
Sewer Operations	50,000	50,000	100,000	200,000	50,000	450,000
Storm Operations	7,500	7,500	7,500	7,500	7,500	37,500
Liquor Operations	75,000	35,000	35,000	35,000	35,000	215,000
Debt - GF	1,052,393	823,675	694,003	690,700	577,892	3,838,663
Debt - WF	580,129	579,846	579,235	579,295	-	2,318,505
Debt - SF	980,475	980,380	980,827	980,791	980,272	4,902,745
Debt - SA	152,799	152,538	152,243	152,913	152,531	763,024
Debt - GF/EF	1,389,412	1,390,294	1,404,620	1,164,790	834,035	6,183,151
Debt - FCH	196,300	561,493	869,381	795,111	1,160,569	3,582,854
Total All Funding Sources	\$ 14,260,119	\$ 8,935,230	\$23,233,905	\$9,202,013	\$ 5,199,823	\$ 60,831,091

Capital Improvement Plan by Department

			CIP PLAN - 2020 - 2025					
Dept	Description	Funding Source	2020	2021	2022	2023	2024	2025
Administration/Finance								
see street	Transfer to Street Reconstruction-196	General Fund	199,033	199,656	50,000	*now franchise fee		-
	CITY BRANDING CAMPAIGN-BLEDA	CIP Fund	25,000	-	-	-	-	-
	BLEDA Revolving Loan Fund (198)	CIP Fund	-	100,000	-	-	-	-
	HWY 25 COALITION STUDY/or other	LGA	15,000	15,000	15,000	-	-	-
	City Hall Remodel/Repairs	LGA	25,000	10,000	25,000	25,000	25,000	25,000
	City Hall Vehicle - From Police	LGA	13,000	8,500	-	-	-	-
	Transfer to Debt/CIP for Street Reconstruction	LGA	100,000	100,000	100,000	100,000	100,000	100,000
	Administration/Finance Department Total		377,033	433,156	190,000	125,000	125,000	125,000
IT								
	Computer Replacement Plan	General Fund	15,000	9,840	15,000	15,000	15,000	15,000
	Computer Replacement Plan-Council/Comm	General Fund	8,400	-	3,000	3,000	3,000	3,000
	Computer Replacement Plan	CIP Fund	-	5,160	-	-	-	-
	Financial Software	CIP Fund	150,000	-	-	-	-	-
	Server Update	CIP Fund	-	120,000	-	-	-	-
	Replace Del Squad Computers - Chg to LGA 2020	LGA	7,500	Used Cares Funds	7,500	7,500	7,500	7,500
	IT General Fund Total		180,900	135,000	25,500	25,500	25,500	25,500
Elections								
	Election Machines Replacement	General Fund	-	2,000	-	2,000	-	2,000
	Elections Department Total		-	2,000	-	2,000	-	2,000
BLCSC								
	Police Department - Air Condition Unit	LGA	-	6,000	-	-	-	-
	Building Painting	CIP Fund	-	11,500	-	-	-	-
	Big Lake Community Service Center Total		-	17,500	-	-	-	-
Fire - City Portion only								
	Computers - 5 units life 5 yrs	General Fund	3,000	-	-	-	-	3,250
	Station Roof Replacement - chg to LGA in 2018	LGA	5,000	-	-	-	-	-
	Station Roof Replacement -	CIP Fund	-	-	75,000	-	-	-
	Thermal Image Cameras	LGA	-	-	7,000	-	7,500	-
	Radios - 44 @ 4200	LGA	22,500	22,500	23,400	**Radios prchd w/cares fund - used for Roof		
	Radios purchased	CIP Fund	-	-	-	-	-	-
	Side by Side - 15K	LGA	-	-	-	-	15,000	-
	Grass rigs replace 1 (2001) 130K	LGA	-	-	-	65,000	-	-
	Grass rigs replace 1 (2004) 140K	LGA	-	-	-	-	-	70,000
	Grass rigs replace 1 (2000) 120k	LGA	-	60,000	-	-	-	-
	Turnout Equipment - 87.5k	LGA	-	-	-	-	-	-
	Engine 12 repalce (1996) \$800k	LGA	133,333	133,333	133,333	Used Care Funds in 2020		
	Engine 12 replace (1998) \$800k	CIP Fund	-	-	400,000	-	-	-
	Engine 1 replace (2007) \$800k	LGA	-	-	-	10,000	35,000	35,000
	Ladder 1 (2003) \$600k	LGA	-	-	10,000	100,000	100,000	100,000
	Water Tender 17 (2000) \$300k	LGA	-	-	-	150,000	-	-
	Fire Department Total		163,833	215,833	648,733	325,000	157,500	208,250

Capital Improvement Plan by Department – (continued)

CIP PLAN - 2020 - 2025								
Dept	Description	Funding Source	2020	2021	2022	2023	2024	2025
Police								
	Replace Tasers	General Fund	2,640	2,640	2,640	-	-	-
	Repalce Fleet	LGA	80,500	96,000	49,440	101,846	104,902	54,024
	Sale of Squad Cars	LGA	(26,000)	(17,000)	(8,500)	(17,000)	(17,000)	(8,500)
	Replace Motorola Portable Radios	LGA	9,600	9,600	-	-	-	-
	Replace Motorola Squad Radios	LGA	8,200	-	40,700	-	-	-
	Police Department Total		74,940	91,240	84,280	84,846	87,902	45,524
Streets Department								
	Misc Equipment Replacement Fund	General Fund	5,000	5,000	5,000	5,000	5,000	16,000
	Seal Coat - Fund 198	General Fund	30,000	30,000	30,000	-	-	-
	Mill/Overlay - FUND 198 FCH FEE	General Fund	-	-	-	350,000	350,000	350,000
	Roller Purchase used	LGA	-	40,000	-	-	-	-
	Replace 1998 624-H Loader #98	LGA	-	-	210,000	-	-	-
	Replaced 2007 Holder Tractor #307	LGA	150,000	-	-	-	-	-
	Replace 2008 Floor Sweeper #308	LGA	6,000	-	-	-	-	8,000
	replace 2008 Floor Scrubber #318	LGA	6,000	-	-	-	-	8,000
	Replace 2004 Ford Explorer #24	LGA	50,000	-	15,000	Not Purchased until 2022		-
	Replace 2002 Ford 550 #02	LGA	-	-	Used 2019 LGA Funds		-	-
	Replace 2002 Ford 550 #12	LGA	-	-	-	80,000	-	-
	Replace 2005 Ford 150 #25	LGA	-	-	65,000	-	-	-
	Replace 2002 Chev 2500 #32	LGA	-	-	-	-	70,000	-
	Replace 2005 Chev 2500 #35	LGA	50,000	-	-	15,000	Not Purchased until 2023	
	Replace 2000 Air Compressor #100	LGA	-	-	30,000	-	-	-
	Replace 2002 Dump Truck #102	LGA	-	-	-	225,000	-	-
	Replace 2013 Towmaster Trlr #T16	LGA	-	-	-	-	Purchased in 2020	
	Replace 1985 Case 580 #57	LGA	-	-	Used 2019 LGA Funds		-	-
	Replace 2005 International Dump Truck #105	LGA	-	-	-	-	-	220,000
	Replace 2006 International Dump Truck #106	LGA	-	-	-	-	-	220,000
	Street Department Total		297,000	75,000	355,000	675,000	425,000	822,000
Streets Improvements - Fund 175			2020 street project cancelled - hopefully moved to 2021				-	-
	Safe Route to School Sidewalks	CIP Fund/Grant		185,926				
	CR73 Trail	CIP Fund/Grant		371,996				
	Birch Ave	Bonds	-	-	185,769	-	-	-
	Chippewa St	Bonds	-	-	-	-	149,308	-
	Edgewater Place	Bonds	42,611	-	-	-	-	-
	Euclid Avenue/Euclid Court	Bonds	630,530	-	-	-	-	-
	Euclid Court	Bonds	105,494	-	-	-	-	-
	Golf St	Bonds	-	-	-	-	213,307	-
	Hennepin Avenue	Bonds	130,425	-	-	-	-	-
	Highland Avenue	Bonds	139,845	-	-	-	-	-
	Isanti St	Bonds	-	-	-	-	268,133	-

Capital Improvement Plan by Department – (continued)

CIP PLAN - 2020 - 2025								
Dept	Description	Funding Source	2020	2021	2022	2023	2024	2025
Streets Improvements - Fund 175 (cont)			2020 street project cancelled - hopefully moved to 2021				-	-
	Kasota St	Bonds	-	-	-	-	155,748	-
	Kenebec St	Bonds	-	-	-	-	189,956	-
	Lake Avenue	Bonds	152,210	-	-	-	-	-
	Lake Ridge Dr	Bonds	-	-	-	-	539,157	-
	Lake View Cir	Bonds	-	-	-	-	78,562	-
	Lake View Ln	Bonds	-	-	-	-	614,629	-
	Leighton Cir	Bonds	27,421	-	-	-	-	-
	Leighton Dir	Bonds	304,298	-	-	-	-	-
	Maple Ln	Bonds	87,572	-	-	-	-	-
	Nicollet Avenue	Bonds	141,651	-	-	-	-	-
	Norwood Dr	Bonds	-	-	537,524	-	-	-
	Oak Avenue	Bonds	78,511	-	-	-	-	-
	Oak Cir	Bonds	28,767	-	-	-	-	-
	Oak Street	Bonds	50,513	-	-	-	-	-
	Park Ave	Bonds	-	-	1,552,315	-	-	-
	Pintail St	Bonds	-	-	-	-	166,522	-
	Pond View Cir	Bonds	-	-	-	-	75,585	-
	Pond View Dr	Bonds	-	-	-	-	308,063	-
	Powell Circle E	Bonds	75,513	-	-	-	-	-
	Powell Circle	Bonds	180,139	-	-	-	-	-
	Powell St	Bonds	958,768	-	-	-	-	-
	Red Oak Drive	Bonds	152,016	-	-	-	-	-
	Shady Lane	Bonds	109,405	-	-	-	-	-
	Sherburne Ave	Bonds	315,833	-	-	-	-	-
	Vernon St	Bonds	-	-	192,455	-	-	-
	Wall St	Bonds	-	-	159,178	-	-	-
	Wascea St	Bonds	-	-	-	-	170,236	-
	Westwood Drive	Bonds	152,016	-	-	-	-	-
	Will St	Bonds	343,412	-	-	-	-	-
	Winnebago St	Bonds	-	-	-	-	192,055	-
	Unnamed Street Sub	Bonds	11,766	-	-	-	-	-
	Street Repairs	CIP Fund	171,000	-	-	-	-	-
	Street Improvements Total		4,389,716	557,922	2,627,241	-	3,121,261	-

Capital Improvement Plan by Department – (continued)

CIP PLAN - 2020 - 2025								
Dept	Description	Funding Source	2020	2021	2022	2023	2024	2025
Parks Department								
	Park Playground equipment replacement fund	General Fund	5,000	5,000	5,000	5,000	5,000	5,000
	Misc Equipment Replacement Fund	General Fund	5,000	5,000	5,000	5,000	5,000	5,000
196	Trail Maintenance Fund	General Fund	9,000	9,000	9,000	9,000	9,000	9,000
196	River Oaks Park Fund	General Fund	5,000	16,750	16,750	16,750	16,750	16,750
	Replace 2006 John Deere Tractor #306	LGA	-	-	-	-	150,000	-
	Replace 2014 John Deere Mower #314	LGA	-	-	45,000	-	-	-
	Replace 2008 Dump Truck #08	LGA	-	-	-	65,000	-	-
	Replace 1996 Trailer #96	CIP Fund	-	-	-	-	-	20,000
	Skate Rink Improvement Fund	LGA	-	20,000	20,000	determined if this is a project that will move forward		
	Lakeside Park (Parking Lot Improvements)	LGA	60,000	-	-	-	-	-
Parks Department (General Fund) Total			84,000	55,750	100,750	100,750	185,750	55,750
Park Development - NOT FUNDED AT THIS TIME			NOT ALL PROJECTS CAN BE COMPLETED AS NOT CASH FUNDED AT THIS TIME					
	New Southside Park - Brom Ln	Park Dedication	150,000	-	-	-	-	-
	Powell Park Improvements	Park Dedication	80,000	80,000	-	-	-	-
	Lake Ridge Park - playground equipment	Park Dedication	150,000	-	-	150,000	-	-
	Shores of Lake Mitchell Park - playground equipment	Park Dedication	150,000	-	-	150,000	-	-
	Mitchell Farms Park - Playground Equipment	Park Dedication	100,000	100,000	-	-	-	-
	Wright Crossing Park - Playground Equipment	Park Dedication	-	-	-	150,000	-	-
	Highline Park - Playground Equipment	Park Dedication	-	-	-	-	150,000	-
	Hudson Woods - Playground Equipment	Park Dedication	-	150,000	-	-	-	-
	Bluff Park - Playground Equipment	Park Dedication	-	-	150,000	-	-	-
	Skate Board Equipment	Park Dedication	200,000	-	-	-	200,000	-
Park Development Fund Total			830,000	330,000	150,000	450,000	350,000	-
Water Enterprise Fund								
	Well #8	Revenue Bonds - Water		1,200,000	-	-	-	-
	Well #9 as needed	Revenue Bonds - Water		1,200,000	-	-	-	-
	Water Meters	Revenue Bonds - Water		1,000,000	-	-	-	-
	Misc Equipment Replacement Fund	Water Operations	10,000	15,000	15,000	15,000	15,000	15,000
	Well Maintenance	Water Operations	-	30,000	30,000	30,000	30,000	30,000
	Water Tower Maintenance	Water Operations	-	50,000	50,000	50,000	50,000	50,000
	Water Meter replacement Fund	Water Operations	10,000	10,000	10,000	10,000	10,000	10,000
	New Pickup	Water Operations	-	-	65,000	-	-	-
	Replace 2005 Chev 2500 #45	Water Operations	50,000	-	-	-	-	-
	Computer replacement fund	Water Operations	3,000	3,000	3,000	3,000	3,000	3,000
Water Enterprise Fund Total			73,000	3,508,000	173,000	108,000	108,000	108,000

Capital Improvement Plan by Department – (continued)

CIP PLAN - 2020 - 2025								
Dept	Description	Funding Source	2020	2021	2022	2023	2024	2025
Sewer Enterprise Fund								
	WWTP Expansion - Phase II	Revenue Bonds - Sewer		-	-	14,500,000	-	-
	WWTP Expansion - Phase II	SEWER CIP	-	-	-	2,000,000	-	-
	Lift Station SCADA Upgrade	CIP Fund	-	60,000	-	-	-	-
	Misc Equipment Replacement Fund	Sewer Operations	20,000	50,000	50,000	50,000	50,000	50,000
	Replace 1981 trailer jet machine #180	Sewer Operations	100,000	Purchased in 2022			-	-
	Replace 1981 Generator #80	Sewer Operations	-	-	-	-	150,000	-
	Replace 1981 Generator #81	Sewer Operations	-	-	Moved until 2024	-	-	-
	Replace 2011 John Deere Mower #311	Sewer Operations	-	-	-	50,000	-	-
	Replace Ford Dump Truck #196	Sewer Operations	170,000	-	-	-	-	-
	Sewer Enterprise Fund Total		290,000	110,000	50,000	16,600,000	200,000	50,000
Storm Sewer Enterprise Fund								
	Misc Equipment Replacement Fund	Storm Operations	7,500	7,500	7,500	7,500	7,500	7,500
	Replace 2006 Sweeper #126	Storm Operations	150,000	Purchased in 2024		-	-	-
	Storm Sewer Enterprise Fund Total		157,500	7,500	7,500	7,500	7,500	7,500
Liquor Store Enterprise Fund								
	Misc Building/Lot Repairs	Liquor Operations	-	75,000	35,000	35,000	35,000	35,000
	New Security System	CIP Fund	-	4,000	-	-	-	-
	New Coolers	CIP Fund	-	72,000	-	-	-	-
	New Cash Registers	CIP Fund	-	-	-	-	10,000	-
	New HVAC	CIP Fund	-	-	-	15,000	-	-
	New LF - Sign	CIP Fund	-	-	-	-	-	10,000
	Liquor Store Enterprise Fund Total		8,000	151,000	35,000	50,000	45,000	45,000
City Debt Payments								
	301 2004 PFA Water MPFA Loan	DEBT - WF	580,082	580,129	579,846	579,235	579,295	-
	401 2009 MPFA Loan Wastewater Expansion	DEBT - SF	981,135	980,475	980,380	980,827	980,791	980,272
	211 2010 PFA Loan - State Aid	DEBT - SA	153,026	152,799	152,538	152,243	152,913	152,531
	216 2011B G.O. Improvement Refunding Bonds	DEBT - GF	447,440	441,750	223,080	-	-	-
	217 2012A G.O. Refunding Bonds	DEBT - GF/EF	503,813	236,750	236,969	237,020	192,240	187,560
	221 2014A GO Tax Abatement Bonds	DEBT - GF/EF	124,525	122,325	119,988	122,313	119,438	121,500
	222 2015A GO Refunding Bonds	DEBT - GF/EF	1,041,662	1,030,337	1,033,337	1,045,287	853,112	524,975
	223 2016A Taxable G.O. Refunding Bonds	DEBT - GF	301,478	316,918	311,720	315,940	309,500	193,930
	224 2016B G.O. CIP BOND	DEBT - GF	57,900	57,275	56,525	50,813	55,100	54,162
	226 2016C GO REFUNDING BOND	DEBT - GF	235,500	236,450	232,350	327,250	326,100	329,800
	227 2017-2018 STREET PROJECT DEBT PAYMNT	Debt - FCH	200,200	196,300	197,325	198,200	194,000	194,725
	228-on 2021-2026 STREET PROJECT DEBT PAYMENT	Debt - FCH	-	-	364,168	671,181	601,111	965,844
	City Debt Payment Total		5,041,784	4,351,508	4,488,226	4,680,309	4,363,600	3,705,299
Total General Fund, Enterprise Funds and City Debt			11,969,726	9,485,508	8,937,252	23,235,928	9,204,037	5,201,848

Capital Improvement Projects

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025									
Program Category:		Project Title:			Project #				
Equipment Replacement		Streets/ Parks			Skid Steer				
Description and justification of project and funding sources:									
Streets and Parks will be replacing unit #200 John Deere skid steer. this unit is over 20 years old and is not operator friendly, the heat in the cab does not work very well, the cab is not sealed at all and is very difficult to get in and out of which is safety concern. It also does not have two speed so getting around town is very very slow when we need to blow snow. The new Case SV 280 is very easy to get in and out of safely with a sealed cab and dust control. It also has a back up camera that will help the operators safely maneuver the machine when out on the streets and in the park. It also has two speed which will allow us to get around town in a more efficient manor. The attachments we are looking at getting will help us in maintaining our Streets and parks by us doing the work instead of hiring it out or renting. The stump grinder is going to be a very handy and save us allot of money because we have always hired someone or rented one and have allot of trees every year to cut down that have died or split. Would like to purchase now in 2020 and routine maintenance would be part of general operating budget.									
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA		
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there any site requirements:									
How is this project going to be funded:									
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years	
	LGA funds - 2019 Trade in 2000 JD 250 Unit 200	199-50-3155	200000 in 2019	8500 Trade In 2020					
How is this project going to be spent:									
EXPENSE	Budgeted Funds	Accounting Code	2020					F	Spent in Prior Years
	A. Land Cost								
	B. Construction Cost								
	C. Contingencies (10% of B)								
	D. Design & Engineering (16% of B)								
	E. Percent for Art (1% of B)	199-000-50-70-4316	\$ 72,000.00						
	F. Equipment Costs G. Other								
Does this project have any additional impact on the operating budget:									
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	Personnel								
	Supplies								
	Purchased Services								
	Fixed Charges								
	Capital Outlay Debt Service								
Responsible Person:		Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials	Total Score			
Nick Abel		Streets/Parks	09/24/2020	10/02/2020		21			

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025								
Program Category:		Project Title:			Project #			
TRANSFER		BLEDA REVOLVING LOAN			BLEDA			
Description and justification of project and funding sources:								
Big Lake Economic Authorities (BLEDA) main objective is to promote development within the City. Staff believes that by transferring funds from the CIP unallocated balance to BLEDA in the amount of \$100,000 would enable BLEDA to establish a revolving loan fund. These funds would be specifically designated for only that purpose and allow BLEDA to help promote additional development or expansion within the City. BLEDA already has a revolving loan program establish but does not have the funds to market it. With new development it is a benefit to all in the City; it helps with the city tax rate, it can lead to new employment as well as additional children in the schools. In addition, these funds could also be used to help existing businesses within the city, especially due to the heartbreak COVID has caused.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Are there any site requirements:								
N/A								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded In Prior Years
	CIP Unallocated Fund (198)	198-2530	\$100,000					
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent In Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)							
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)							
	F. Equipment Costs	198-000-00-71-4612	\$ 100,000.00					
G. Other								
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent In Prior Years
	Personnel							
	Supplies							
	Purchased Services							
	Fixed Charges							
	Capital Outlay							
Debt Service								
Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time		Preparer's Initials	Total Score		
Deb Wegeleben	Finance	09/29/2020	09/29/2020		dw	35		

2021 - Capital Improvement Projects – (continued)

		CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025						
Program Category:	Project Title:				Project #			
FLEET	CITY HALL FLEET				CH FLEET			
Description and justification of project and funding sources:								
To replace one city hall vehicle that was currently being used by the engineering department. The vehicle was a 2014 Ford Explorer that had been purchased from the Police Department and due to extensive repairs needed and the value of the vehicle it was determined that it was best to just send to auction. This left City Hall short one vehicle for the engineering department to use. The City always tries to purchase a vehicle from the Police department that is scheduled to be replaced. By doing this the vehicles are utilized for over 5 years and it minimized the impact to tax payers. This vehicle will be replaced using LGA funds and routine maintenance is budgeted in the general fund operating budget.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any site requirements:								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years
	LGA SALE OF FIXED ASSETS	199-15-3155	8,500					
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)							
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)							
	F. Equipment Costs	199-15-70-4316	\$ 8,500.00					
G. Other								
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	Personnel							
	Supplies							
	Purchased Services	101-200-40-25-4545	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
	Fixed Charges							
Capital Outlay								
Debt Service								
Responsible Person: Deb Wegeleben Responsible Department: Finance Date Submitted to Finance: 09/25/2020 Today's Date and Time: 09/25/2020 Preparer's Initials: Total Score: 35								

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025									
Program Category:		Project Title:			Project #				
Fleet		Fire Fleet			Fire Grass Rigs				
Description and justification of project and funding sources:									
Grass rigs to replace the current units that were purchased in 2000, 2001 and 2004. The current grass units are 16-20 years old. They are not rated for the amount of water we carry and need to carry for brush fires. They are also meant to just be ran off an improved surface (gravel or paved road). Moving forward the grass rigs are being replaced with brush rigs to carry more water (which they will be rated for) and to be able to access tougher terrain in our coverage area, (forest, wildlife, and sandy soil areas).									
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA		
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there any site requirements:									
How is this project going to be funded:									
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years	
	LGA City's portion only	199-85-3155	60000		65000		70000		
How is this project going to be spent:									
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	A. Land Cost								
	B. Construction Cost								
	C. Contingencies (10% of B)								
	D. Design & Engineering (16% of B)								
	E. Percent for Art (1% of B)	199-000-85-70-4316	\$ 60,000.00		\$ 65,000.00		\$ 70,000.00		
F. Equipment Costs									
G. Other									
Does this project have any additional impact on the operating budget:									
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	Personnel								
	Supplies								
	Purchased Services								
	Fixed Charges								
	Capital Outlay								
Debt Service									
Responsible Person:		Responsible Department:		Date Submitted to Finance		Today's Date and Time		Preparer's Initials	Total Score
Chief Hanson		Fire Dept		07/08/2020		08/25/2020			35

2021 - Capital Improvement Projects – (continued)

		CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025							
Program Category:	Project Title:	Project #							
Equipment Upgrade	Server Upgrade	21SERVER							
Description and justification of project and funding sources:									
As of today we have 4 servers that are being run on the current hardware. By the end of the year that will only be 3 and 1 will be hosted in the cloud. if the current hardware were to fail we would lose: E-mail, Banyon (soon to be cloud), all printing abilities, all remote access, Laser Fiche, all login abilities for the local computers. Without the ability to login to the local network that would shutdown business for all things electronic. This replacement project gets us back under hardware maintenance and support and gives our systems redundancy so that 1 server failure would not cause business interruption.									
Is this equipment prioritized on an equipment replacement schedule?			Yes	No	NA				
			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Are there any site requirements:									
How is this project going to be funded:									
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded In Prior Years	
	CIP FUNDS	Unallocated Computer replacement funds	120000						
How is this project going to be spent:									
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	A. Land Cost								
	B. Construction Cost								
	C. Contingencies (10% of B)								
	D. Design & Engineering (16% of B)								
	E. Percent for Art (1% of B)								
	F. Equipment Costs	194-106-15-70-4316	\$ 120,000.00						
G. Other									
Does this project have any additional impact on the operating budget:									
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	Personnel								
	Supplies								
	Purchased Services								
	Fixed Charges								
	Capital Outlay								
Debt Service									
Responsible Person:		Responsible Department:		Date Submitted to Finance		Today's Date and Time		Preparer's Initials	
Scott Shingledecker		IT		09/21/2020		09/21/2020		SS 47	

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025								
Program Category:		Project Title:			Project #			
Building Upgrade		Painting - Police/Library Building						
Description and justification of project and funding sources:								
The BLCC which houses the Police Department and Library, is a building that was constructed in phases. It has stucco facing 2 sides, a mixture of metal siding around the remainder in 3 colors and 3 designs. The stucco grows mold, which has to be cleaned annually and looks poorly. The aluminum is fading, and again looks poorly. We propose painting all surfaces a universal color, the same as City Hall. This would make a aging building look new, remove the mold issue, and bring a consistent theme to City of Big Lake Office Buildings.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any site requirements:								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years
	Capitol Improvement	Unallocated CIP Funds from prior years LGA funds	\$11,500					
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)	199-000-20-25-4540	\$ 11,500.00					
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)							
	F. Equipment Costs							
G. Other								
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	Personnel							
	Supplies							
	Purchased Services							
	Fixed Charges							
	Capital Outlay							
Debt Service								
Responsible Person:		Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials	Total Score		
Joel Scharf		BLCC	09-18-2020	09-18-2020	JS	28		

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025								
Program Category:		Project Title:			Project #			
FLEET		POLICE FLEET			PD FLEET			
Description and justification of project and funding sources:								
To replace two fleet vehicles for the police department to maintain the 4 years replacement schedule. Allowing for a 4 years replacement schedule insurances that the City is minimizing the cost of maintaining police squad cars. For 2021 the Police Department will move to this longer replacement cycle, but a more robust vehicle. While the cost is increased, it is recovered in longer service life, higher resale value, and anticipated reduced maintenance costs. The police department will be selling the two vehicles that are in line to be replace that will offset the use of LGA funds. The general maintenance is built into the operating budget each year for fleet maintenance.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any site requirements:								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years
	LGA SALE OF FIXED ASSETS	199-75-3155 199-75-3910	96,000 17,000	49,440 8,500	101,846 17,000	104,902 17,000	54,024 8,500	
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)							
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)	199-75-70-4316	\$ 96,000.00	\$ 49,440.00	\$ 101,846.00	\$ 104,902.00	\$ 54,024.00	
F. Equipment Costs								
G. Other								
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	Personnel							
	Supplies							
	Purchased Services	199-75-25-4430	\$ 19,570.00	\$ 20,157.00	\$ 20,762.00	\$ 21,385.00	\$ 22,026.00	
	Fixed Charges							
Capital Outlay								
Debt Service								
Responsible Person:								
Responsible Department:		Date Submitted to Finance		Today's Date and Time		Preparer's Initials	Total Score	
CHIEF SCHARF		POLICE DEPT		07/16/2020		07/16/2020	39	

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025								
Program Category:		Project Title:			Project #			
Equipment Replacement		Streets/Park Roller			21-roller			
Description and justification of project and funding sources:								
The Streets and Parks Department will be purchasing a roller for asphalt patching. Due to the age of our streets we have been doing allot of patching and overlaying our selves. This roller will help us compact the tar for better adhesion and smoother patches that hold up longer. This roller will be purchased with 2021 CIP funds and all routine maintenance will be part of the general operating budget.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any site requirements:								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years
	LGA Funds - 2021	199-000-50-70-4316	40000					
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)							
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)							
	F. Equipment Costs	199-000-50-70-4316	\$ 40,000.00					
G. Other								
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	Personnel							
	Supplies							
	Purchased Services							
	Fixed Charges							
	Capital Outlay							
	Debt Service							
Responsible Person:	Responsible Department:	Date Submitted to Finance	Today's Date and Time		Preparer's Initials	Total Score		
Nick Abel	Streets/Park	07/08/2020	09/17/2020			26		

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025									
Program Category:		Project Title:			Project #				
Vehicle Replacement		Streets/Park Vehicle			21-Mini Dump				
Description and justification of project and funding sources:									
The Streets and Parks Department will be replacing our 2002 F-550 mini dump with a new mini dump truck. we will also be trading/ selling this vehicle with the new purchase. There has been many issues with this vehicle and is getting to the point were it is more expensive to hold on to it and fix. It has been used for many years for tar patching and is really starting to rust out and become unreliable. This vehicle will be purchased with the 2021 CIP funds. The routine maintenance will be budgeted in the general operating budget. This purchase would also include a snow plow to attach to the front of this unit.									
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA		
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there any site requirements:									
How is this project going to be funded:									
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years	
	LGA Funds - 2019 Remaining from allocation of Skid Steer	199-50-3155	Part of the 200000 in 2019						
How is this project going to be spent:									
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	A. Land Cost								
	B. Construction Cost								
	C. Contingencies (10% of B)								
	D. Design & Engineering (16% of B)								
	E. Percent for Art (1% of B)	199-000-50-70-4316	\$ 75,000.00						
	F. Equipment Costs								
G. Other									
Does this project have any additional impact on the operating budget:									
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	Personnel								
	Supplies								
	Purchased Services								
	Fixed Charges								
	Capital Outlay								
Debt Service									
Responsible Person:		Responsible Department:		Date Submitted to Finance		Today's Date and Time		Preparer's Initials	Total Score
Nick Abel		Streets/Park		07/08/2020		09/17/2020			26

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025								
Program Category:		Project Title:			Project #			
Equipment Replacement		Streets/Parks			Toolcat			
Description and justification of project and funding sources:								
In the CIP Plan there was a recommendation to replace the 1985 Case 850 Loader for \$120,000. Per recommendation of both the Fleet mechanic and the Streets & Parks Superintendent there is not a need to replace the 1985 Case 850 Loader with a new loader, instead there are other purchases that would better suit the City's equipment needs at this time. The allocated funds would be used to purchase a Bobcat 5600 Tool-cat with attachments. This piece of equipment will help us all year long with snow removal on sidewalks and hockey rinks, Zamboni ice rinks, moving dirt in the parks, spraying weeds, picking garbage, weed wiping, brush cutting, pulling weeds in flower beds in parks for part time help. Routine maintenance would be budget in the general fund operating budget.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any site requirements:								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded In Prior Years
	LGA Funds 2021	199-50-3155	\$120,000					
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent In Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)							
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)							
	F. Equipment Costs	199-000-50-70-4316	\$ 85,000.00					
	G. Other							
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent In Prior Years
	Personnel							
	Supplies							
	Purchased Services							
	Fixed Charges							
	Capital Outlay							
Debt Service								
Responsible Person:		Responsible Department:	Date Submitted to Finance	Today's Date and Time		Preparer's Initials	Total Score	
Nick Abel		Streets/Parks		10/02/2020			21	

2021 - Capital Improvement Projects – (continued)

		CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025							
Program Category:	Project Title:				Project #				
Equipment Replacement	Streets/Parks				Bobcat				
Description and justification of project and funding sources:									
In the CIP Plan there was a recommendation to replace the 1985 Case 850 Loader for \$120,000. Per recommendation of both the Fleet mechanic and the Streets & Parks Superintendent there is not a need to replace the 1985 Case 850 Loader with a new loader, instead there are other purchases that would better suit the City's equipment needs at this time. The allocated funds would be used to purchase a Bobcat 5600 Toolcat with attachment. Routine maintenance would be budget in the general fund operating budget.									
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA		
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Are there any cite requirements:									
How is this project going to be funded:									
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years	
	LGA Funds 2021	199-50-3155	\$120,000						
How is this project going to be spent:									
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	A. Land Cost								
	B. Construction Cost								
	C. Contingencies (10% of B)								
	D. Design & Engineering (16% of B)								
	E. Percent for Art (1% of B)								
	F. Equipment Costs	199-000-50-70-4316	\$ 85,000.00						
G. Other									
Does this project have any additional impact on the operating budget:									
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years	
	Personnel								
	Supplies								
	Purchased Services								
	Fixed Charges								
	Capital Outlay								
Debt Service									
Responsible Person:		Responsible Department:		Date Submitted to Finance		Today's Date and Time		Preparer's Initials	Total Score
Nick Abel		Streets/Parks				10/02/2020			21

2021 - Capital Improvement Projects – (continued)

 CAPITAL IMPROVEMENT PROGRAM City of Big Lake CIP Project Request Form FY 2021-2025								
Program Category:		Project Title:			Project #			
Equipment Replacement		WWTP Generators						
Description and justification of project and funding sources:								
Replace generators 80 & 81; one in 2021 and the other in 2022. Both generators are 1981 models and will only operate 120/240 volt single phase motors. All of our newer liftstations and all of our well houses have motors that are 480 volt three phase motors. We would be better equipped to have generators that have 120/240 volt single phase and 480 volt three phase capabilities.								
Is this equipment prioritized on an equipment replacement schedule?					Yes	No	NA	
					<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any site requirements:								
How is this project going to be funded:								
REVENUE	Funding Source	Accounting Code	FY1	FY2	FY3	FY4	FY5	Funded in Prior Years
	Sewer CIP Funds	Transferred from Sewer Operating Fund	150,000	150000				
How is this project going to be spent:								
EXPENSE	Budgeted Funds	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	A. Land Cost							
	B. Construction Cost							
	C. Contingencies (10% of B)							
	D. Design & Engineering (16% of B)							
	E. Percent for Art (1% of B)							
	F. Equipment Costs	499-000-00-70-4316	\$ 150,000.00	\$ 150,000.00				
G. Other								
Does this project have any additional impact on the operating budget:								
OPERATING BUDGET COSTS	Expense Object	Accounting Code	FY1	FY2	FY3	FY4	FY5	Spent in Prior Years
	Personnel							
	Supplies							
	Purchased Services							
	Fixed Charges							
	Capital Outlay							
Debt Service								
Responsible Person:		Responsible Department:	Date Submitted to Finance	Today's Date and Time	Preparer's Initials	Total Score		
Dan Childs		Wastewater	07/08/2020	09/17/2020		28		



LOCAL GOVERNMENT AID

Local Government Aid

	2021	2022	2023	2024	2025
Estimated Local Government Aid:	\$756,115	\$759,896	\$763,695	\$767,514	\$771,351
Proposed Uses for LGA:					
Budgeted Operations - CIP Fund:	756,115	759,896	763,695	767,514	771,351
The full amount of LGA is being budgeted to be used on equipment purchases and other projects, including debt services for street reconstruction					
Total - Use of Funds:	\$756,115	\$759,896	\$763,695	\$767,514	\$771,351

Budget	2021	2022	2023	2024	2025
LGA - TO 196	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
LGA - TO 195	20,000	20,000	-	-	-
LGA - TO 199	636,115	639,896	663,695	667,514	671,351
Total LGA Revenue	\$ 756,115	\$ 759,896	\$ 763,695	\$ 767,514	\$ 771,351
ALLOCATION PER SERVICE					
ADMIN/FINANCE	\$ 33,500	\$ 40,000	\$ 25,000	\$ 25,000	\$ 25,000
BLCSC	6,000	-	-	-	-
FIRE	215,833	173,733	325,000	157,500	205,000
IT	-	7,500	7,500	7,500	7,500
PARKS DEPARTMENT	-	45,000	65,000	150,000	-
POLICE	88,600	81,640	84,846	87,902	45,524
STREETS DEPARTMENT	40,000	320,000	320,000	70,000	456,000
STREET PROJECTS - 196	100,000	100,000	100,000	100,000	100,000
PARKS/TRAIL PROJECT - 195	20,000	20,000	-	-	-
Total Allocated	\$ 503,933	\$ 787,873	\$ 927,346	\$ 597,902	\$ 839,024
Unallocated +/-	252,182	(27,977)	(163,651)	169,612	(67,673)
to be used for shortfall in 2022-2023					

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