

**CITY OF NORTH ST. PAUL  
CITY COUNCIL  
WORKSHOP AGENDA  
AUGUST 25, 2020  
5:00 PM**

Due to the Governor's Emergency Declaration, the Mayor has determined that some in-person meetings during this pandemic are not practical or safe. Additional workshop meetings of the City Council and other City-governed boards and commissions will be held by telephone or other electronic means until further notice. (Minn. Stat. 13D.021)

Our upcoming workshop meeting on August 25<sup>th</sup> will be held via Zoom. The **August 25<sup>th</sup> meeting can be accessed at: <https://zoom.us/j/95956729904> from a PC, Mac, tablet, iPhone or Android device, or by phone at 1-301-715-8592, meeting ID 959 5672 9904.** The City Council workshop meeting will be 'open to the public' to listen in, but will be muted from contributing at all times.

**Please join the meeting early to test your audio and video settings. If you join via a device and your audio is not working, you may need to use the dial-in phone number option in order to be heard.**

**I. CALL TO ORDER**

**II. ROLL CALL**

Council Member Thorsen  
Council Member Petersen  
Council Member Walczak  
Council Member Sonnek  
Mayor Furlong

**III. TOPIC(S)**

A. Budget

**IV. ADJOURNMENT**

Agenda Information Memorandum  
North St. Paul City Council  
August 25, 2020

FROM THE OFFICE OF THE FINANCE DEPARTMENT

Agenda placement: Council Workshop

**Subject:** 2021 General Fund, Debt Service, EDA, and HRA Levy

**To:** Honorable Mayor and City Council

**Background/Facts:**

At the August 11 and 18 City Council workshops, staff discussed the General Fund requests for the 2021 budget. The submissions as presented would require a 10.2% or \$559,873 total city tax levy increase to support. The primary drivers of this increase are:

| Revenue Changes from 2020 to 2021 |                                                         | Amount     |
|-----------------------------------|---------------------------------------------------------|------------|
| Decrease                          | Local Government Aid                                    | \$ 121,590 |
| Decrease                          | Franchise Fees (Gas, Cable, Electric)                   | \$ 38,000  |
| Decrease                          | Building/Electric/HVAC Permits                          | \$ 222,000 |
| Decrease                          | Post Reimbursements, Interest Income, Snow Removal Fees | \$ 29,081  |
| Total Revenue Reductions for 2021 |                                                         | \$ 410,671 |

| Expenditure Changes from 2020 to 2021 |                                                               | Amount       |
|---------------------------------------|---------------------------------------------------------------|--------------|
| Increase                              | Wage Steps and COLA                                           | \$ 229,685   |
| Increase                              | Ramsey County Dispatch Services                               | \$ 9,832     |
| Increase                              | Ramsey County Election Services                               | \$ 8,500     |
| Increase                              | Transcription/Video Services for Council & Planning Meetings  | \$ 6,800     |
| Increase                              | Merchant Processing Fees (Associated with new PLC Software)   | \$ 4,000     |
| Increase                              | Misc. Items (Copier Leases, Liability & Auto Insurance, etc.) | \$ 6,843     |
| Decrease                              | MNSpect Fees (Result of Decreased Permit Revenue)             | \$ (172,450) |
| Total Expenditure Increases for 2021  |                                                               | \$ 93,210    |

| New Requests / Additional Debt Levy for 2021 |                                       | Amount    |
|----------------------------------------------|---------------------------------------|-----------|
| Increase                                     | Contingency for Tax Appeals           | \$ 25,000 |
| Increase                                     | Payroll Severance Allocation          | \$ 25,000 |
| Increase                                     | Debt Levy Increase (No New Issuances) | \$ 5,992  |
| Total New Items for 2021*                    |                                       | \$ 55,992 |

\*\$50,000 of contingency was removed. Staff will requested an appropriate transfer from the General Fund to a new Post-Employment Benefits Fund at year end to cover these onetime costs.

At the August 18 budget workshop, Council directed staff to prepare three budget scenarios. Each scenario was to:

- Range between a zero and five percent levy increase from 2020.
- Include options to resolve the unfunded gap.
- Include the levy impact to the median valued residential property in North St. Paul.

Based on Council feedback, staff developed the following levy scenarios:

- No change to the levy from 2020 to 2021.
- A 2.50% levy increase or \$137,286 increase from 2020.
- Zero tax capacity rate change (remain at 40.689%) or a 4.16% levy increase or a \$228,493 increase from 2020.

In addition to the General Fund and Debt Service, staff is seeking Council input on the Housing Redevelopment Authority (HRA) and Economic Development Authority (EDA) levies for 2021. Two options have been presented, a zero levy increase of and a maximum statutory increase of \$36,202. Additional models can be created based on Council direction.

Additional budget workshops can be scheduled and the bullet points below identify statutory mandated events and dates during the budget process.

- The first deadline of the budget process this year is September 30, 2020, the date by which the City must adopt its 2021 preliminary property tax levy and preliminary budget. The adoption of the preliminary property tax levy sets the maximum amount permissible. After September 30, the amount may be decreased, but not increased, when the final certified 2021 levy is adopted in December 2010.
- State law requires that we also by September 30 announce the time and place of a future City Council meeting at which the budget and levy will be discussed and public input allowed, prior to final budget adoption and levy determination. By State law, this public input meeting must occur after November 24 and must start at or after 6:00 p.m. By that same September 30 date, the City must provide the County Auditor with the above information, plus a phone number and address where comments and questions about the City's budget can be directed.
- We will present and request the City Council to adopt the preliminary levy resolution on September 15, 2020. After adoption, we will forward the City's preliminary levy resolution to Ramsey County and they will then prepare parcel specific notices to be sent out to all North St. Paul property taxpayers. Per State law, the County will send the parcel-specific notices out between November 11 and November 24.
- We are required by State law to adopt our final property tax levy and certify the amount to the County auditor on or before December 28. North St. Paul City Council meetings in December are scheduled for December 1 and 15. Ideally, we would be able to finalize both the budget and tax levy at our December 1 meeting.

**Recommendation:** Staff is requesting Council input on the 2021 General Fund, Debt Service, EDA, and HRA Budgets and Levy.

**Attachments:**

2021 Levy Scenarios and Gap Analysis  
2021 Department Requested Budget Summaries  
2021 Detailed Department Requested Budgets  
Fiscal Disparities 101  
Market Value and Capacity Trends 2012 to 2020

Respectfully submitted,

/s/ JZ by mm

Jason Zimmerman  
Finance Director

APPROVED FOR AGENDA ENCLOSURE:

/s/ SD by mm

Scott Duddeck  
City Manager

# CITY OF NORTH ST PAUL BUDGET, LEVY, AND GAP ANALYSIS PAY 2021



UNAUDITED

BUDGET YEAR: 2021  
FUNDS: GENERAL FUND AND DEBT SERVICE  
REVENUE AND EXPENSE SUMMARY BY FUNCTION  
AND REQUIRED TAX LEVY TO SUPPORT

| <u>Tax Levies</u>       | <u>Adopted 2020</u> | <u>8/18/2020<br/>Proposed 2021</u> | <u>Change (\$)</u> | <u>Change (%)</u> |
|-------------------------|---------------------|------------------------------------|--------------------|-------------------|
| Total Operating Levy    | \$3,979,184         | \$4,533,065                        | \$553,881          | 13.9%             |
| Total Debt Service Levy | 1,512,262           | 1,518,254                          | 5,992              | 0.4%              |
| <b>Total Tax Levy</b>   | <b>5,491,446</b>    | <b>6,051,319</b>                   | <b>559,873</b>     | <b>10.2%</b>      |

| <u>Operating Year to Year Changes</u> | <u>Adopted 2020</u> | <u>8/18/2020<br/>Proposed 2021</u> | <u>Change (\$)</u> | <u>Change (%)</u> |
|---------------------------------------|---------------------|------------------------------------|--------------------|-------------------|
| <b>Revenues</b>                       |                     |                                    |                    |                   |
| Total Taxes                           | \$478,000           | \$415,000                          | (\$63,000)         | -13.2%            |
| Total Special Assessment Taxes        | -                   | -                                  | -                  | 0.0%              |
| Total Licenses                        | 71,000              | 65,500                             | (5,500)            | -7.7%             |
| Total Permits                         | 517,500             | 295,150                            | (222,350)          | -43.0%            |
| Total Court Fines                     | 33,600              | 33,000                             | (600)              | -1.8%             |
| Total Intergovernmental               | 1,656,488           | 1,532,676                          | (123,812)          | -7.5%             |
| Total Charges for Services            | 41,000              | 31,000                             | (10,000)           | -24.4%            |
| Total Other Charges                   | 252,798             | 256,773                            | 3,975              | 1.6%              |
| Total Transfers                       | 820,000             | 820,000                            | -                  | 0.0%              |
| <b>Total Revenues</b>                 | <b>3,870,386</b>    | <b>3,449,099</b>                   | <b>(421,287)</b>   | <b>-10.9%</b>     |

|                             |                  |                  |                |              |
|-----------------------------|------------------|------------------|----------------|--------------|
| <b>Expenditures</b>         |                  |                  |                |              |
| Total Personnel Services    | 4,767,460        | 5,022,500        | 255,040        | 5.3%         |
| Total Supplies              | 372,630          | 439,100          | 66,470         | 17.8%        |
| Total Contractual Services  | 2,477,780        | 2,288,864        | (188,916)      | -7.6%        |
| Total Capital               | 74,200           | 74,200           | -              | 0.0%         |
| Total Transfers             | 157,500          | 157,500          | -              | 0.0%         |
| <b>Total Expenditures</b>   | <b>7,849,570</b> | <b>7,982,164</b> | <b>132,594</b> | <b>1.7%</b>  |
| <b>Total Operating Levy</b> | <b>3,979,184</b> | <b>4,533,065</b> | <b>553,881</b> | <b>12.6%</b> |

|                                          |                  |                  |              |             |
|------------------------------------------|------------------|------------------|--------------|-------------|
| <b>Debt Service Year to Year Changes</b> |                  |                  |              |             |
| 183 GO Building Refunding 2012A          | 432,109          | 435,852          | 3,743        | 0.9%        |
| 184 GO 2014A                             | 161,376          | 164,762          | 3,386        | 2.1%        |
| 071 GO 2016A                             | 160,661          | 158,724          | (1,937)      | -1.2%       |
| 084 GO CIP Refunding 2016B               | 457,800          | 454,755          | (3,045)      | -0.7%       |
| 074 GO Improvement 2017A                 | 56,193           | 56,721           | 528          | 0.9%        |
| 309 GO 2018A                             | 244,122          | 247,440          | 3,318        | 1.4%        |
| 208 GO TIF 2020A                         | -                | -                | -            | 0.0%        |
| <b>Total Debt Service Levy</b>           | <b>1,512,262</b> | <b>1,518,254</b> | <b>5,992</b> | <b>0.4%</b> |

|                                                                   |                |
|-------------------------------------------------------------------|----------------|
| <b>Total Tax Levy Gap Without Council Recommended Adjustments</b> | <b>559,873</b> |
| <b>Total Tax Increase Required to Support Gap</b>                 | <b>10.2%</b>   |

| City Levy Scenario A: Zero Dollar Levy Change                                                                        |          |                 |                   |
|----------------------------------------------------------------------------------------------------------------------|----------|-----------------|-------------------|
| CITY OF NORTH ST PAUL<br>EST. PROPERTY TAXES - PAYABLE 2021<br>CITY PORTION OF TAXES ONLY                            |          |                 |                   |
| TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 7.2% (the median increase for NSP)<br>\$0 or 0.00% Total Levy Increase |          |                 |                   |
| Pay Year                                                                                                             | 2020     | 2021            | '20 to '21 Change |
| Market Value                                                                                                         | 213,650  | 229,000         | 7.18%             |
| Market Value Exclusion                                                                                               | (18,012) | (16,630)        | -7.67%            |
| Taxable Market Value                                                                                                 | 195,639  | 212,370         | 8.55%             |
| Tax Capacity                                                                                                         | 1,956    | 2,124           |                   |
| Tax Capacity Rates:                                                                                                  |          |                 |                   |
| City                                                                                                                 | 40.689%  | 38.460%         | -5.48%            |
| Market Value Rates:                                                                                                  |          |                 |                   |
| City Referendum                                                                                                      | 0.04304% | 0.04011%        | -6.80%            |
| Property Taxes:                                                                                                      |          |                 |                   |
| City                                                                                                                 | 795.89   | 816.89          | 21.00             |
| City Referendum                                                                                                      | 91.95    | 91.86           | (0.09)            |
| Total                                                                                                                | 887.84   | 908.75          | \$ 20.91          |
|                                                                                                                      |          | City            | 2.64%             |
|                                                                                                                      |          | City Referendum | -0.10%            |
|                                                                                                                      |          | Total           | 2.35%             |

#### Gap Analysis

|                                                 |                |
|-------------------------------------------------|----------------|
| Additional Levy to Support Budget As Presented: | 559,873        |
| Additional Levy Per Scenario A:                 | 0              |
| <b>Gap</b>                                      | <b>559,873</b> |

#### Potential Options to Resolve Gap

##### Option 1:

|                                           |           |
|-------------------------------------------|-----------|
| Workforce Reduction                       | (430,000) |
| Reallocate LGA to Asset Preservation Fund | (126,000) |
| Decrease Contingency for Tax Appeals      | (3,873)   |
| Unsolved Gap                              | 0         |

##### Option 2:

|                                                 |           |
|-------------------------------------------------|-----------|
| Workforce Reduction                             | (430,000) |
| Reallocate Portion of LGA to Street Maintenance | (129,873) |
| Unsolved Gap                                    | 0         |

##### Option 3:

|                                                 |           |
|-------------------------------------------------|-----------|
| Partial Workforce Reduction                     | (159,873) |
| Reallocate LGA to Asset Preservation Fund       | (126,000) |
| Reallocate Portion of LGA to Street Maintenance | (174,000) |
| Remove Contracted Mowing                        | (100,000) |
| Unsolved Gap                                    | 0         |

| City Levy Scenario B: Levy Increase of 2.50% or \$137,286                                                                  |          |                 |                   |
|----------------------------------------------------------------------------------------------------------------------------|----------|-----------------|-------------------|
| CITY OF NORTH ST PAUL<br>EST. PROPERTY TAXES - PAYABLE 2021<br>CITY PORTION OF TAXES ONLY                                  |          |                 |                   |
| TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 7.2% (the median increase for NSP)<br>\$137,286 or 2.50% Total Levy Increase |          |                 |                   |
| Pay Year                                                                                                                   | 2020     | 2021            | '20 to '21 Change |
| Market Value                                                                                                               | 213,650  | 229,000         | 7.18%             |
| Market Value Exclusion                                                                                                     | (18,012) | (16,630)        | -7.67%            |
| Taxable Market Value                                                                                                       | 195,639  | 212,370         | 8.55%             |
| Tax Capacity                                                                                                               | 1,956    | 2,124           |                   |
| Tax Capacity Rates:                                                                                                        |          |                 |                   |
| City                                                                                                                       | 40.689%  | 39.799%         | -2.19%            |
| Market Value Rates:                                                                                                        |          |                 |                   |
| City Referendum                                                                                                            | 0.04304% | 0.04011%        | -6.80%            |
| Property Taxes:                                                                                                            |          |                 |                   |
| City                                                                                                                       | 795.89   | 845.34          | 49.45             |
| City Referendum                                                                                                            | 91.95    | 91.86           | (0.09)            |
| Total                                                                                                                      | 887.84   | 937.20          | \$ 49.36          |
|                                                                                                                            |          | City            | 6.21%             |
|                                                                                                                            |          | City Referendum | -0.10%            |
|                                                                                                                            |          | Total           | 5.56%             |

### Gap Analysis

|                                                 |                |
|-------------------------------------------------|----------------|
| Additional Levy to Support Budget As Presented: | 559,873        |
| Additional Levy Per Scenario B:                 | 137,286        |
| <b>Gap</b>                                      | <b>422,587</b> |

### Potential Options to Resolve Gap

|                     |           |
|---------------------|-----------|
| Option 1:           |           |
| Workforce Reduction | (422,587) |
| Unsolved Gap        | 0         |

|                                             |           |
|---------------------------------------------|-----------|
| Option 2:                                   |           |
| Reallocate LGA from Street Maintenance      | (174,000) |
| Reallocate LGA from Asset Preservation Fund | (126,000) |
| Remove Contracted Mowing                    | (100,000) |
| Remove Payroll Severance                    | (22,587)  |
| Unsolved Gap                                | 0         |

|                                        |           |
|----------------------------------------|-----------|
| Option 3:                              |           |
| Workforce Reduction                    | (219,643) |
| Reallocate LGA from Street Maintenance | (174,000) |
| Reduce Allocation to Equipment Fund    | (16,944)  |
| Reduce Non Essential Training          | (5,000)   |
| Reduce Firearm/Taser Replacements      | (4,000)   |
| Reduce Office Supplies                 | (3,000)   |
| Unsolved Gap                           | 0         |

| City Levy Scenario C: Flat Tax Capacity Rate or \$228,493 Increase                                                                                                |          |                 |                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-----------------|-------------------|
| CITY OF NORTH ST PAUL<br>EST. PROPERTY TAXES - PAYABLE 2021<br>CITY PORTION OF TAXES ONLY                                                                         |          |                 |                   |
| TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 7.2% (the median increase for NSP)<br>\$228,493 Levy Increase or 0.00% Tax Rate Change or 4.16% Total Levy Increase |          |                 |                   |
| Pay Year                                                                                                                                                          | 2020     | 2021            | '20 to '21 Change |
| Market Value                                                                                                                                                      | 213,650  | 229,000         | 7.18%             |
| Market Value Exclusion                                                                                                                                            | (18,012) | (16,630)        | -7.67%            |
| Taxable Market Value                                                                                                                                              | 195,639  | 212,370         | 8.55%             |
| Tax Capacity                                                                                                                                                      | 1,956    | 2,124           |                   |
| Tax Capacity Rates:                                                                                                                                               |          |                 |                   |
| City                                                                                                                                                              | 40.689%  | 40.689%         | 0.00%             |
| Market Value Rates:                                                                                                                                               |          |                 |                   |
| City Referendum                                                                                                                                                   | 0.04304% | 0.04011%        | -6.80%            |
| Property Taxes:                                                                                                                                                   |          |                 |                   |
| City                                                                                                                                                              | 795.89   | 864.24          | 68.35             |
| City Referendum                                                                                                                                                   | 91.95    | 91.86           | (0.09)            |
| Total                                                                                                                                                             | 887.84   | 956.10          | \$ 68.26          |
|                                                                                                                                                                   |          | City            | 8.59%             |
|                                                                                                                                                                   |          | City Referendum | -0.10%            |
|                                                                                                                                                                   |          | Total           | 7.69%             |

### Gap Analysis

|                                                 |                |
|-------------------------------------------------|----------------|
| Additional Levy to Support Budget As Presented: | 559,873        |
| Additional Levy Per Scenario C:                 | 228,493        |
| <b>Gap</b>                                      | <b>331,380</b> |

### Potential Options to Resolve Gap

|                     |           |
|---------------------|-----------|
| Option 1:           |           |
| Workforce Reduction | (331,380) |
| Unsolved Gap        | (0)       |

|                                                     |           |
|-----------------------------------------------------|-----------|
| Option 2:                                           |           |
| Reallocate Portion of LGA to Street Maintenance     | (100,000) |
| Reallocate Portion of LGA to Asset Preservation     | (100,000) |
| Remove Contracted Mowing                            | (100,000) |
| Reduce General Fund Transfer to Street Maintenance  | (17,500)  |
| Reduce Emerald Ash Borer Treatment/Tree Replacement | (13,880)  |
| Unsolved Gap                                        | (0)       |

|                                                   |           |
|---------------------------------------------------|-----------|
| Option 3:                                         |           |
| Partial Workforce Reduction                       | (150,000) |
| Remove Contracted Mowing                          | (100,000) |
| Reallocate Portion LGA to Asset Preservation Fund | (64,880)  |
| Remove Funding for Silver Lake Lifeguards         | (16,500)  |
| Unsolved Gap                                      | (0)       |

# CITY OF NORTH ST. PAUL FISCAL DISPARITIES CALCULATION

## Pay 2021

| <i><b>FISCAL DISPARITIES - City of North St. Paul Pay 2021</b></i> |                                                                                              |           |                                                                                                                   |
|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------|
| <b>PAY 2021</b>                                                    |                                                                                              |           |                                                                                                                   |
| Value contributed into pool                                        | (Table V for pay 2021)                                                                       | 658,355   | This is subtracted from your local tax base for pay 21<br>(NSP's contribution value Decreased 3.42% for pay 2021) |
| Est of Value distributed                                           | (Overall pool increase is 4.833% for pay 2021)                                               | 2,817,225 | last years (pay 2020) final contribution value from Table VIII                                                    |
|                                                                    |                                                                                              | (78,885)  | NSP Decrease projected to be 2.800%                                                                               |
| Estimated pay 21 distribution value                                |                                                                                              | 2,738,340 |                                                                                                                   |
| Times prior year tax capacity rate                                 |                                                                                              | 40.689%   | Prior years tax capacity rate (2020)                                                                              |
| Estimated pay 21 FD Levy distribution                              |                                                                                              | 1,114,218 | This is subtracted from city's local levy                                                                         |
|                                                                    |                                                                                              | (107,416) | <b>2021 Projected Decrease</b>                                                                                    |
| <b>PAY 2020</b>                                                    |                                                                                              |           |                                                                                                                   |
| Value contributed into pool                                        | (Table V for pay 2020)                                                                       | 681,679   | This is subtracted from your local tax base for pay 20<br>(NSP's contribution value increased 2.44% for pay 2020) |
| Est of Value distributed                                           | (Over all pool increase is 6.746% for pay 2020)                                              | 2,681,211 | last years (pay 2019) final contribution value from Table VIII                                                    |
|                                                                    |                                                                                              | 136,014   | NSP Increase projected to be 5.073%                                                                               |
| Estimated pay 20 distribution value                                |                                                                                              | 2,817,225 |                                                                                                                   |
| Times prior year tax capacity rate                                 |                                                                                              | 43.363%   | Prior years tax capacity rate (2019)                                                                              |
| Estimated pay 20 FD Levy distribution                              |                                                                                              | 1,221,634 | This is subtracted from city's local levy                                                                         |
|                                                                    |                                                                                              | -         |                                                                                                                   |
|                                                                    | Actual was >>>>>                                                                             | 1,221,634 |                                                                                                                   |
| <b>PAY 2019</b>                                                    |                                                                                              |           |                                                                                                                   |
| Value contributed into pool                                        | (Table V for pay 2019)                                                                       | 665,431   | this is subtracted from your local tax base for pay 19                                                            |
| Est of Value distributed                                           | (prior years value increased by % the over all pool increased which was 5.644% for pay 2019) | 2,681,211 | \$2,681,211 is the final pay 2019 amounts                                                                         |
|                                                                    |                                                                                              | -         |                                                                                                                   |
| estimated pay 19 distribution value                                |                                                                                              | 2,681,211 |                                                                                                                   |
| times prior year tax capacity rate                                 |                                                                                              | 42.465%   | Prior years tax capacity rate (2018)                                                                              |
| Estimated pay 19 FD Levy distribution                              |                                                                                              | 1,138,566 | this is subtracted from city's local levy                                                                         |
|                                                                    |                                                                                              | 0         |                                                                                                                   |
|                                                                    | Actual was >>>>>                                                                             | 1,138,566 |                                                                                                                   |

# HRA / EDA LEVY SENARIOS

## PAY 2021

| HRA / EDA Scenario A: Zero Dollar Levy Change                                                                                                   |          |           |                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------|----------|-----------|-------------------|
| CITY OF NORTH ST PAUL HRA / EDA<br>EST. PROPERTY TAXES - PAYABLE 2021<br>HRA / EDA PORTION OF TAXES ONLY                                        |          |           |                   |
| TAX IMPACT FOR PROPERTY WITH VALUE INCREASING 7.2% (the median increase for NSP)<br>\$0 or 0.00% Total Levy Increase - NSP ZERO dollar Increase |          |           |                   |
| Pay Year                                                                                                                                        | 2020     | 2021      | '20 to '21 Change |
| Market Value                                                                                                                                    | 213,650  | 229,000   | 7.18%             |
| Market Value - Exclusion MV                                                                                                                     | (18,012) | (16,630)  | -7.67%            |
| Taxable MV                                                                                                                                      | 195,639  | 212,370   | 8.55%             |
| Tax Capacity                                                                                                                                    | 1,956    | 2,124     |                   |
| Tax Capacity Rates:                                                                                                                             |          |           |                   |
| City                                                                                                                                            | 2.73%    | 2.56%     | -6.21%            |
| Property Taxes:                                                                                                                                 |          |           |                   |
| HRA / EDA                                                                                                                                       | 53.36    | 54.35 \$  | 0.99              |
|                                                                                                                                                 |          | HRA / EDA | 1.86%             |

| HRA / EDA Scenario B: Max Levy or 10.74% Increase or \$36,202 Increase                                   |          |           |                   |
|----------------------------------------------------------------------------------------------------------|----------|-----------|-------------------|
| CITY OF NORTH ST PAUL HRA / EDA<br>EST. PROPERTY TAXES - PAYABLE 2021<br>HRA / EDA PORTION OF TAXES ONLY |          |           |                   |
| TAX IMPACT FOR PROPERTY WITH NO VALUE INCREASE<br>6.75% HRA / EDA LEVY INCREASE                          |          |           |                   |
| Year                                                                                                     | 2019     | 2020      | '19 to '20 Change |
| Market Value                                                                                             | 213,650  | 213,650   | 0.00%             |
| Market Value - Exclusion MV                                                                              | (18,012) | (18,012)  | 0.00%             |
| Taxable MV                                                                                               | 195,639  | 195,639   | 0.00%             |
| Tax Capacity                                                                                             | 1,956    | 1,956     |                   |
| Tax Capacity Rates:                                                                                      |          |           |                   |
| HRA / EDA                                                                                                | 2.826%   | 2.912%    |                   |
| Total                                                                                                    | 2.826%   | 2.912%    |                   |
| Property Taxes:                                                                                          |          |           |                   |
| HRA / EDA                                                                                                | 55.29    | 56.96 \$  | 1.67              |
|                                                                                                          |          | HRA / EDA | 3.02%             |

# HRA / EDA FISCAL DISPARITIES CALCULATION

## PAY 2021

| <b>FISCAL DISPARITIES - North St. Paul HRA / EDA Pay 2021</b> |                                                                                                       |                       |                                                                                                                   |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>PAY 2021</b>                                               |                                                                                                       |                       |                                                                                                                   |
| Value contributed into pool                                   | (Table V for pay 2021)                                                                                | 658,355               | This is subtracted from your local tax base for pay 21<br>(NSP's contribution value Decreased 3.42% for pay 2021) |
| Est of Value distributed                                      | (Overall pool increase is<br>4.833% for pay 2021)                                                     | 2,817,225<br>(78,885) | last years (pay 2020) final contribution value from Table VIII<br>NSP Decrease projected to be 2.800%             |
| Estimated pay 21 distribution value                           |                                                                                                       | 2,738,340             |                                                                                                                   |
| Times prior year tax capacity rate                            |                                                                                                       | 2.728%                | Prior years tax capacity rate (2020)                                                                              |
| Estimated pay 21 FD Levy distribution                         |                                                                                                       | 74,707                | This is subtracted from city's local levy                                                                         |
|                                                               |                                                                                                       | (4,920)               | 2021 Projected Decrease                                                                                           |
| <b>PAY 2020</b>                                               |                                                                                                       |                       |                                                                                                                   |
| Value contributed into pool                                   | (Table V for pay 2020)                                                                                | 681,679               | This is subtracted from your local tax base for pay 20<br>(NSP's contribution value increased 2.44% for pay 2020) |
| Est of Value distributed                                      | (Over all pool increase is<br>6.746% for pay 2020)                                                    | 2,681,211<br>136,014  | last years (pay 2019) final contribution value from Table VIII<br>NSP Increase projected to be 5.073%             |
| Estimated pay 20 distribution value                           |                                                                                                       | 2,817,225             |                                                                                                                   |
| Times prior year tax capacity rate                            |                                                                                                       | 2.826%                | Prior years tax capacity rate (2019)                                                                              |
| Estimated pay 20 FD Levy distribution                         |                                                                                                       | 79,615                | This is subtracted from city's local levy                                                                         |
|                                                               |                                                                                                       | 12                    |                                                                                                                   |
|                                                               | Actual was >>>>>                                                                                      | 79,627                |                                                                                                                   |
| <b>PAY 2019</b>                                               |                                                                                                       |                       |                                                                                                                   |
| Value contributed into pool                                   | (Table V for pay 2019)                                                                                | 665,431               | this is subtracted from your local tax base for pay 19                                                            |
| Est of Value distributed                                      | (prior years value<br>increased by % the over all<br>pool increased which was<br>5.644% for pay 2019) | 2,681,211<br>-        | \$2,681,211 is the final pay 2019 amounts                                                                         |
| estimated pay 19 distribution value                           |                                                                                                       | 2,681,211             |                                                                                                                   |
| times prior year tax capacity rate                            |                                                                                                       | 2.865%                | Prior years tax capacity rate (2018)                                                                              |
| Estimated pay 19 FD Levy distribution                         |                                                                                                       | 76,828                | this is subtracted from city's local levy                                                                         |
|                                                               |                                                                                                       | (1)                   |                                                                                                                   |
|                                                               | Actual was >>>>>                                                                                      | 76,827                |                                                                                                                   |



| FUND | DEPARTMENT | ACTIVITY     |
|------|------------|--------------|
| 001  | 11         | CITY COUNCIL |

## ACTIVITY MANAGER

Mayor Terry Furlong  
Mayor-citycouncil@northstpaul.org  
651-747-2403

## DESCRIPTION OF ACTIVITY

The legislative body for the City of North St. Paul is the City Council. The Council exercises budgetary control through the adoption of an annual budget and capital improvement plan. The Council appoints various citizen committees to render advice on legislative and policy related matters and provides general direction to the operating departments through the City Manager. The Council is comprised of four members and one mayor, all voted at large, and serving four year terms. The Council meets regularly twice per month with special meetings called as needed.

## DEPARTMENT SERVICES

|                                |                              |
|--------------------------------|------------------------------|
| Council Workshops and Meetings | City Manager Relationship    |
| Budget                         | Policy Making                |
| Commission Appointments        | Code of Ordinances           |
| Priority Setting               | Liaison to Community Members |

## FUTURE OBJECTIVES AND PRIORITIES

- Provide policy directives for various issues pertaining to the governance of the City.
- Create departments and advisory boards, appointing officers, employees and agents for the City to conduct City affairs.
- Determine appropriate services and taxation levels for each year's budget.
- Reviewing and authorizing updates to the City Fee Schedule
- Plan for the future development of the City and steps to implement that plan.
- Promote civic engagement and transparency.
- Provide leadership and direction for the City's HRA and EDA.
- 2040 Comprehensive Plan Implementation.
- Continue street and utility infrastructure improvements.
- Complete redevelopment of Anchor Block and the Old City Hall Site.
- Investment in software to allow residents and property owners to conduct business from the convenience of their home or office.



## IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                         | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Council Meetings             | 24             | 25             | 24             | 27                | 24                |
| Council Workshops            | 25             | 32             | 22             | 25                | 24                |
| Retreats/Additional          | 1              | 2              | 3              | 10                | -                 |
| Population                   | 12,387         | 12,477         | 12,159         | 12,161            | 12,161            |
| City Market Value (Millions) | 822            | 862            | 920            | 1,019             | 1,100             |
| Number of Parcels            | 3,806          | 3,790          | 3,788          | 3,810             | 3,850             |
| Number of Commissions        | 3              | 3              | 3              | 3                 | 3                 |
| Resolutions Adopted          | 126            | 159            | 169            | 142               | 140               |

| Regular Employment (FTE) |                |                |                |                  |                  |
|--------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title           | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Mayor                    | 1.0            | 1.0            | 1.0            | 1.0              | 1.0              |
| Council Member           | 4.0            | 4.0            | 4.0            | 4.0              | 4.0              |
| Cable Caster             | 0.1            | 0.1            | 0.1            | 0.1              | 0.1              |

| EXPENDITURES BY FUNCTION   |                  |                  |                           |                           |                            |                           |                          |
|----------------------------|------------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| <b>EXPENDITURES</b>        |                  |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$32,418         | \$32,079         | \$15,868                  | \$33,542                  | \$33,558                   | \$16                      | 0.05%                    |
| Total Supplies             | 109              | 268              | -                         | 150                       | 150                        | -                         | 0.00%                    |
| Total Contractual Services | 85,170           | 91,130           | 50,336                    | 90,281                    | 79,505                     | (10,776)                  | -11.94%                  |
| Total Capital              | 6,110            | -                | -                         | -                         | -                          | -                         | 0.00%                    |
| <b>TOTAL EXPENDITURES</b>  | <b>\$123,807</b> | <b>\$123,477</b> | <b>\$66,204</b>           | <b>\$123,973</b>          | <b>\$113,213</b>           | <b>(\$10,760)</b>         | <b>-11.89%</b>           |

## BUDGET HIGHLIGHTS

- Increase in contractual services associated with transcription services for City Council and Planning Commission meetings.
- Budget for the independent audit associated with the General Fund was moved to Finance
- The mayor earns \$6,400 per year and each council member earns \$5,200. This remains flat from 2020.



| FUND | DEPARTMENT | ACTIVITY      |
|------|------------|---------------|
| 001  | 12         | AMINISTRATION |

**ACTIVITY MANAGER**

Scott Duddeck, City Manager  
Scott.duddeck@northstpaul.org  
651-747-2436

**DESCRIPTION OF ACTIVITY**

This activity provides the administrative direction for the City and its departments as provided by the City Charter and the Code of Ordinances. The City Manager serves as chief administrative officer for the City, ensuring that the Charter, laws, ordinances and resolutions of the City Council are enforced and implemented. Moreover, the City Manager is responsible for managing the overall operations of all City departments. As City Clerk, responsibilities also include the management of official records and documents of the City.

**DEPARTMENT SERVICES**

|                                                            |                                             |
|------------------------------------------------------------|---------------------------------------------|
| Preparation of agendas for council and commission meetings | Communications – website/social media/other |
| Personnel policies and programs                            | Labor relations                             |
| Compensation practices                                     | Post/publish public/legal notices           |
| Maintain code of ordinances                                | Manage legal activities                     |
| Contract negotiations                                      | Work with boards and commissions            |
| Staff recruitment                                          | Oversee City records                        |
| Employee performance evaluations                           | Respond to public inquiries                 |

**OBJECTIVES AND PRIORITIES**

- Follow the 7 Core Values: Attack Each Day With Positive Energy, Own Our Actions, Involve Others, Go the Extra Mile, Strive to Evolve, Celebrate Success, Connect with Meaning.
- Ensure that Council policy directions are implemented in a timely and professional manner.
- Monitor community matters and engage with Council as needed.
- Maintain a safe work environment and a healthy workforce.
- Direct certain facets of personnel; Labor contracts, recruitment, benefits, etc.
- Prepare the agenda and materials for council meetings as well as regular and special reports.
- Ensure adequate succession planning and retention of institutional knowledge is occurring for executive leadership and management positions.
- Evaluate organizational structure and division assignments.
- Plan and facilitate cooperation with the County and special districts for integrated municipal level service delivery and infrastructure development.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                     | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|--------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Council Agendas          | 24             | 25             | 24             | 27                | 24                |
| Council Workshop Agendas | 25             | 32             | 22             | 35                | 24                |
| Ordinances Adopted       | 6              | 11             | 10             | 6                 | 10                |
| Resolutions Adopted      | 126            | 159            | 169            | 169               | 175               |
| New Hires                | 17             | 20             | 15             | 14                | 12                |
| Labor Contracts          | 4              | 6              | 6              | 6                 | 6                 |
| Social Media Posts       | 770            | 1,062          | 732            | 800               | 1,530             |
| Full-time Employees      | 64             | 63             | 59             | 55                | 55                |
| 1094-Cs Generated        | 71             | 70             | 66             | 66                | 66                |

| Regular Employment (FTE)        |                |                |                |                  |                  |
|---------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                  | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| City Manager                    | 0.75           | 0.75           | 0.75           | 0.47             | 0.47             |
| Deputy City Clerk               | 0.9            | 0.9            | 1.0            | 0.65             | 0.65             |
| Strategic Operations Director   | 1.0            | 1.0            | -              | -                | -                |
| Community & Admin Svcs Director | -              | -              | 0.45           | 0.35             | 0.35             |
| Community Relations Coordinator | 0.8            | 0.8            | 0.8            | 0.6              | -                |
| Electronic Documentation Tech   | 0.4            | 0.4            | 0.4            | 0.4              | 0.4              |

| EXPENDITURES BY FUNCTION   |                  |                  |                           |                           |                            |                           |                          |
|----------------------------|------------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |                  |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$358,526        | \$338,609        | \$115,507                 | \$262,663                 | \$240,815                  | (\$21,848)                | -8.32%                   |
| Total Supplies             | 621              | 1,317            | 531                       | 1,000                     | 1,000                      | -                         | 0.00%                    |
| Total Contractual Services | 138,558          | 162,331          | 126,266                   | 240,990                   | 310,389                    | 69,399                    | 28.80%                   |
| Total Capital              | 1,222            | -                | 377                       | -                         | -                          | -                         | 0.00%                    |
| <b>TOTAL EXPENDITURES</b>  | <b>\$498,927</b> | <b>\$502,257</b> | <b>\$242,681</b>          | <b>\$504,653</b>          | <b>\$552,204</b>           | <b>\$47,551</b>           | <b>20.48%</b>            |

### BUDGET HIGHLIGHTS

- The City Manager is overseeing software conversation in Community Development, Parks and Recreation, and Finance.
- Decrease in personnel services and increase in contractual services due to Community Relations Coordinator retiring and replaced by contracted marketing consultant.



| FUND | DEPARTMENT | ACTIVITY  |
|------|------------|-----------|
| 001  | 14         | ELECTIONS |

#### ACTIVITY MANAGER

Mary Mills, Deputy Clerk  
Mary.mills@northstpaul.org  
651-747-2403

#### DESCRIPTION OF ACTIVITY

This activity provides for the preparation of any and all elections including organizing of the polling places, election judges, and vote tabulation. The City contracted with Ramsey County to conduct elections for the city beginning January 1, 2016.

#### DEPARTMENT SERVICES

|         |                 |
|---------|-----------------|
| Polling | Vote Tabulation |
|---------|-----------------|

#### OBJECTIVES AND PRIORITIES

- Coordinate with Ramsey County to prepare for November elections.

#### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item              | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-------------------|----------------|----------------|----------------|-------------------|-------------------|
| # of Elections    | 0              | 2              | 0              | 3                 | 0                 |
| Polling Locations | 0              | 4              | 0              | 4                 | 4                 |
| Votes Tabulated   | 0              | 11,909         | 0              | 13,500            | 0                 |

| EXPENDITURES BY FUNCTION   |                 |                 |                           |                           |                            |                           |                          |
|----------------------------|-----------------|-----------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual     | 2019 Actual     | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| <b>EXPENDITURES</b>        |                 |                 |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$1,767         | \$517           | \$0                       | \$0                       | \$0                        | \$0                       | 0.00%                    |
| Total Contractual Services | 25,883          | 26,567          | 15,420                    | 26,674                    | 34,995                     | 8,321                     | 31.20%                   |
| <b>TOTAL EXPENDITURES</b>  | <b>\$27,650</b> | <b>\$27,084</b> | <b>\$15,420</b>           | <b>\$26,674</b>           | <b>\$34,995</b>            | <b>\$8,321</b>            | <b>31.20%</b>            |

#### BUDGET HIGHLIGHTS

- Increase in contractual services due to Ramsey County elections contract that is split over 2 years.



| FUND | DEPARTMENT | ACTIVITY |
|------|------------|----------|
| 001  | 16         | FINANCE  |

## ACTIVITY MANAGER

Jason Zimmerman, Finance Director  
Jason.zimmerman@northstpaul.org  
651-747-2427

## DESCRIPTION OF ACTIVITY

This activity directs the City's financial affairs pursuant to generally accepted accounting standards and is responsible for the fiscal health of the City accurately recording receipt of all money and expenditure of funds in accordance with all applicable laws and regulations. This includes initiation of financial plans, review and implementation of internal controls, safeguarding assets and accounting of financial transactions, including: payroll, accounts receivable, accounts payable, investment management, debt management and utility billing as well as facilitating the annual preparation of the Comprehensive Annual Financial Report and budget.

## DEPARTMENT SERVICES

|                         |                                    |
|-------------------------|------------------------------------|
| Utility Billing         | Investments                        |
| Accounts Payable        | Debt Management                    |
| Accounts Receivable     | Tax Increment Financing            |
| Payroll                 | Special Assessments                |
| Cash Receipting         | Capital Asset Tracking             |
| Banking Relations       | Annual Financial Audit             |
| Financial Report (CAFR) | Mandated State & Federal Reporting |

## OBJECTIVES AND PRIORITIES

- Primary advisor to the City Manager, City Council, and departments on fiscal and financial matters
- Provide leadership in the development and implementations citywide financial policies.
- Invest City funds to ensure safety, liquidity, and maximize return when possible.
- Enhance the usefulness and delivery of the budget, making it readily accessible and understandable to management, the Council, and the North St. Paul community.
- Continue to obtain the Certificate of Achievement in Financial Reporting presented by the Government Finance Officers Association (GFOA) for the City's Consolidated Annual Financial Report.
- Continue providing excellent utility billing customer service to the residents of North St. Paul.
- Accurately read all water and electric meters and generate monthly utility statements.
- Coordinate water & electric meter irregularities, maintenance, and replacements with public works staff.
- Upgrade the financial software and increase transparency with OpenGov ERP solutions.
- Continue to receive a clean audit opinion from our external auditors.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                                                      | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-----------------------------------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Cash & Investments at Year End                            | 23,478,031     | 31,711,061     | 29,060,759     | 26,500,000        | 2,600,000         |
| AP Checks                                                 | 2,603          | 2,539          | 2,611          | 2,630             | 3,650             |
| AP Draft/Wires                                            | 296            | 307            | 317            | 327               | 337               |
| S&P Investor Rating                                       | AA             | AA             | AA             | AA                | AA                |
| Average # of Monthly Accounts Billed                      | 6,417          | 6,428          | 6,604          | 6,634             | 6,734             |
| Total Amount of Utility Bills (\$)                        | 16,535,270     | 17,422,647     | 16,997,163     | 1,750,000         | 1,750,000         |
| Average Monthly Disconnect Notices                        | 385            | 379            | -              | 375               | 375               |
| Average Service Orders per Month                          | 109            | 107            | 105            | 110               | 115               |
| Average # of Utility Payments Entered Manually per Month* | 2,785          | 2,704          | 2,594          | 2,526             | 2,560             |
| Average # of Utility Payments by Automated Processes*     | 3,544          | 3,653          | 3,882          | 4,022             | 4,088             |
| Number Paychecks Generated                                | 2,382          | 2,331          | 2,126          | 2,150             | 2,150             |
| Number of W-2s Generated                                  | 136            | 133            | 136            | 130               | 130               |
| Investment Return                                         | 301,960        | 426,239        | 642,269        | 225,000           | 100,000           |
| Utility Customer Service Phone Calls                      | 17,774         | 13,972         | 16,864         | 17,014            | 15,000            |
| Utility Customer Service Phone Hours                      | 542            | 466            | 501            | 523               | 500               |

\* Some Payments Include Multiple Accounts

| Regular Employment (FTE) |                |                |                |                  |                  |
|--------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title           | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Finance Director         | 1.0            | 1.0            | 1.0            | 0.75             | 0.75             |
| Accountant               | 1.0            | 1.0            | 1.0            | 0.75             | 0.75             |
| Accounting Technician    | 1.0            | 1.0            | 1.0            | 0.75             | 0.75             |

| EXPENDITURES BY FUNCTION   |                  |                  |                           |                           |                            |                           |                          |
|----------------------------|------------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |                  |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$304,397        | \$302,338        | \$90,675                  | \$247,884                 | \$272,137                  | \$24,253                  | 9.78%                    |
| Total Supplies             | 1,432            | 1,070            | 516                       | 2,082                     | 1,836                      | (246)                     | -11.82%                  |
| Total Contractual Services | 27,462           | 40,438           | 22,994                    | 48,226                    | 63,676                     | 15,450                    | 32.04%                   |
| <b>TOTAL EXPENDITURES</b>  | <b>\$333,291</b> | <b>\$343,846</b> | <b>\$114,185</b>          | <b>\$298,192</b>          | <b>\$337,649</b>           | <b>\$39,457</b>           | <b>30.00%</b>            |

### BUDGET HIGHLIGHTS

- Increase in personnel services due to full year with Accountant position filled in April 2020.
- Contractual services increased due to annual audit moved from City Council to Finance.
- Implementing Budget & Planning software and Financial software in 2021.



| FUND | DEPARTMENT | ACTIVITY              |
|------|------------|-----------------------|
| 001  | 19         | COMMUNITY DEVELOPMENT |

#### ACTIVITY MANAGER

Debra Gustafson, Administrative & Community Services Director  
debra.gustafson@northstpaul.org  
651-747-2423

#### DESCRIPTION OF ACTIVITY

This activity has four broad responsibilities: Economic Development, Planning and Zoning, Building Inspections/Permitting/Licensing and Redevelopment. The department performs a variety of functions including: Permits and Licensing, Zoning Administration, Land Use Policy, Staffing Commissions (Design Review Commission, Planning Commission, Economic Development Authority), Public Hearings, Comprehensive Plan implementation, Zoning Code compliance, Redevelopment Master Plan, Downtown Design Manual, Living Streets Plan, Park Improvement Plan and Resilient Communities Projects, Reviewing Commercial and Residential Projects and Coordination with outside agencies such as the Metropolitan Council, League of MN Cities, Washington-Ramsey Watershed District and Ramsey County.

#### DEPARTMENT SERVICES

|                                               |                               |
|-----------------------------------------------|-------------------------------|
| Issue Permits and Licenses                    | Zoning Administration         |
| Land Use Policy                               | Public Hearings               |
| Reviewing Commercial and Residential Projects | Design and Review Commissions |
| Planning Commission                           | City Plans                    |

#### OBJECTIVES AND PRIORITIES

- Continue increasing housing units to grow our *Extraordinary* community.
- Guide development by leveraging resources to promote a better community.
- Collaborate with the business community and other agencies to stimulate economic development.
- Educate contractors & public through pre-development meetings, city website, and the permit process.
- Develop strategies focused on promoting the rehabilitation of blighted properties.
- Engage with business owners to improve the local economic condition and reduce business vacancies.
- Work closely in conjunction with North St. Paul HRA and EDA on projects and strategies.
- Coordinate with WSB (contracted engineering and planning services) on large development projects.
- Leverage technology to allow all planning & licensing functions to be conducted online.
- Increase and improve communication with community members.
- Support the Public Works Department throughout the downtown street projects.
- Partnership with Lennar Homes to build a Housing for Heroes home for military veterans and their families on the corner of 11<sup>th</sup> and Margaret Street.



## IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                              | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-----------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Residential Zoning Permits        | 73             | 66             | 75             | 84                | 70                |
| Commercial Zoning Permits         | 14             | 13             | 12             | 9                 | 10                |
| Right of Way Permits              | 32             | 22             | 36             | 42                | 35                |
| Vendor Licenses                   | 41             | 48             | 41             | 10                | 45                |
| Trenching Permits                 | 24             | 15             | 30             | 28                | 25                |
| Pet & Kennel Licenses             | 347            | 290            | 359            | 1                 | 1                 |
| General Contractor Licenses       | 40             | 21             | 14             | 19                | 15                |
| Mechanical Contractor Licenses    | 98             | 78             | 93             | 78                | 80                |
| Customer Service Phone Calls      | 11,659         | 11,648         | 15,736         | 18,759            | 18,000            |
| Customer Service Phone Call Hours | 214            | 234            | 263            | 394               | 375               |

| Regular Employment (FTE)          |                |                |                |                  |                  |
|-----------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                    | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Community & Admin Svs Director    | -              | -              | 0.20           | 0.20             | 0.20             |
| Community Development Director    | 0.4            | 0.4            | -              | -                | -                |
| Customer Service Office Assistant | 0.75           | 0.75           | 0.75           | 0.75             | 0.75             |

| EXPENDITURES BY FUNCTION   |                  |                  |                           |                           |                            |                           |                          |
|----------------------------|------------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| <b>EXPENDITURES</b>        |                  |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$169,436        | \$147,640        | \$78,081                  | \$180,842                 | \$194,636                  | \$13,794                  | 7.63%                    |
| Total Supplies             | 4,364            | 3,981            | 1,434                     | 3,400                     | 3,400                      | -                         | 0.00%                    |
| Total Contractual Services | 160,248          | 152,130          | 44,905                    | 116,565                   | 129,315                    | 12,750                    | 10.94%                   |
| Total Capital              | 398              | -                | -                         | -                         | -                          | -                         | 0.00%                    |
| <b>TOTAL EXPENDITURES</b>  | <b>\$334,446</b> | <b>\$303,751</b> | <b>\$124,420</b>          | <b>\$300,807</b>          | <b>\$327,351</b>           | <b>\$26,544</b>           | <b>18.57%</b>            |

## BUDGET HIGHLIGHTS

- With operations switching from mainly in-person to mainly via online and telephone, there has been a substantial increase in Customer Service Phone calls received as noted above.
- To process applications in a timely and efficient manner and due to increased development within the City, the Planning Commission has often needed to add a second monthly meeting. So far in 2020, the Planning Commission has met twice in the months of January, February, May and August.
- City development has kept the Community Development staff busy. The Final Plat approval for the 2nd Addition of the McKnight Townhomes began this year. This has allowed M/I to begin the second phase 2 of development. Also, the Site Plans and Variances for both the Anchor Storage Facility and the multi-family apartments (Anchor Commons) were both approved earlier this year, and have led to permit review for those projects.



| FUND | DEPARTMENT | ACTIVITY |
|------|------------|----------|
| 001  | 21         | POLICE   |

**ACTIVITY MANAGER**

Tom Lauth, Police Chief  
Tom.lauth@northstpaul.org  
651-747-2511

**DESCRIPTION OF ACTIVITY**

This activity is responsible for general public safety and public order for North St. Paul's residents and visitors. This is accomplished by for enforcing the laws of the State of Minnesota and the Code of Ordinances of the City of North St. Paul, responding to emergencies, assisting with emergency management efforts, investigating crimes, recovering property, apprehending offenders, enabling safe traffic/pedestrian movement, collaborating with the public and community policing efforts.

**DEPARTMENT SERVICES**

|                                 |                                  |
|---------------------------------|----------------------------------|
| Animal Control                  | Community Policing               |
| Traffic Control & Enforcement   | Code & Ordinance Compliance      |
| Crime Prevention & Crime Map    | National Night Out               |
| Patrol & Investigations         | Permits, Liquor Laws & Licensing |
| Firearms Permits to Purchase    | LE and Community Training        |
| Neighborhood Crime Watch        | Police Reserve Unit              |
| School Resource Officer Program | Local, State & Federal Reporting |

**OBJECTIVES AND PRIORITIES**

- Develop neighborhood relationships and foster respectful relationships with community members.
- Investigate criminal cases in a thorough, timely, and respectful manner.
- Maintain and develop staff to serve the changing demographics of our community.
- Maintain adequate preventative patrol of the community and reasonable response times.
- Participate in and leverage our relationships within the Ramsey County SWAT Team.
- Increase traffic enforcement efforts to educate and gain compliance with the law.
- Continue partnership with ISD 622 and our School Resource Officer (SRO) program.
- Drive cooperation with neighboring communities to address regional crime.
- Deploy body worn cameras for all licensed police staff.
- Continue our crime prevention programs including neighborhood watch groups.
- Continue Crime Free Multi-Housing program (CFMH) to reduce overall unlawful activity within the City.
- Expand Police Reserve program, target more citizen/community participation.
- Continue collaboration and participation in the Ramsey County Traffic Safety Initiative / Towards Zero Deaths program.
- Establish a Citizen-Police Discussion Group to hold regular community conversations.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                         | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Calls for Service (CFS)      | 10,179         | 9,059          | 10,182         | 10,575            | -                 |
| Arrests                      | 173            | 160            | 474            | 500               | 400               |
| Medical Assists              | 904            | 888            | 883            | 925               | 950               |
| Emergency Response & Assists | 110            | 173            | 179            | 202               | 225               |
| Investigations               | 81             | 74             | 86             | 89                | 90                |
| Apprehensions - Other        | 128            | 142            | 154            | 153               | 150               |
| Recovered Property           | 64             | 73             | 383            | 381               | 350               |
| Recovered Stolen Vehicles    | 17             | 19             | 39             | 72                | 55                |
| Traffic Citations & Warnings | 2,201          | 2,000          | 1,575          | 3,593             | 2,400             |
| Police Proactive Visits      | 146            | 168            | 1,347          | 826               | 900               |
| Data Practices Requested     | -              | -              | -              | 17                | 15                |
| Permits to Purchase Firearms | -              | -              | 78             | 235               | 150               |
| Over-Time Hours              | 1,456          | 1,862          | 1,882          | 1,414             | 1,400             |
| SRO Incidents Investigated   | -              | -              | -              | 372               | 200               |

| Regular Employment (FTE)  |                |                |                |                  |                  |
|---------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title            | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Police Chief              | 1.0            | 1.0            | 1.0            | 1.0              | 1.0              |
| Police Captain            | 1.0            | 1.0            | 1.0            | 1.0              | 1.0              |
| Police Sergeant           | 3.0            | 3.0            | 3.0            | 3.0              | 3.0              |
| Police Officer            | 12.0           | 12.0           | 12.0           | 13.0             | 13.0             |
| Police Admin / Records    | 2.0            | 2.0            | 2.0            | 2.0              | 2.0              |
| Community Service Officer | 1.5            | 2.2            | -              | 0.8              | 0.8              |

| EXPENDITURES BY FUNCTION   |                    |                    |                           |                           |                            |                           |                          |
|----------------------------|--------------------|--------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual        | 2019 Actual        | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |                    |                    |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$2,183,961        | \$2,235,535        | \$1,120,304               | \$2,502,024               | \$2,598,979                | \$96,955                  | 3.88%                    |
| Total Supplies             | 71,968             | 54,550             | 51,305                    | 86,383                    | 86,383                     | -                         | 0.00%                    |
| Total Contractual Services | 464,096            | 557,445            | 275,338                   | 550,545                   | 558,307                    | 7,762                     | 1.41%                    |
| Total Capital              | 4,921              | 6,952              | 240                       | 4,200                     | 4,200                      | -                         | 0.00%                    |
| <b>TOTAL EXPENDITURES</b>  | <b>\$2,724,946</b> | <b>\$2,854,482</b> | <b>\$1,447,187</b>        | <b>\$3,143,152</b>        | <b>\$3,247,869</b>         | <b>\$104,717</b>          | <b>5.28%</b>             |

### BUDGET HIGHLIGHTS

- Maintain 13 Patrol Officers and 3 Sergeants.
- Continue funding ongoing training and education for sworn officers.
- Increase in Ramsey County ECC and LETG Annual Support & Maintenance.



| FUND | DEPARTMENT | ACTIVITY                |
|------|------------|-------------------------|
| 001  | 26         | FIRE & CODE ENFORCEMENT |

**ACTIVITY MANAGER**

Jason Mallinger, Fire Chief  
Jason.mallinger@northstpaul.org  
651-747-2552

**DESCRIPTION OF ACTIVITY**

This activity provides First Responders to fires, public safety, medical emergencies and disasters. The North St. Paul Fire Department protects the lives and property of the City of North St. Paul residents and businesses. The department advances public safety through its fire prevention, investigation and education programs. The department responds to over 1,300 emergency incidents annually. These incidents include structure and vehicle fires, alarm calls, emergency medical service calls, and motor vehicle accidents among many other emergency and non-emergency calls. This activity is also responsible for Code Compliance which enforces property maintenance standards city-wide.

**DEPARTMENT SERVICES**

|                                  |                             |
|----------------------------------|-----------------------------|
| Emergency Response Fire/EMS      | Pet License Enforcement     |
| Rental Housing Licensing         | Fire Prevention & Education |
| Commercial Fire Inspections      | SafeHaven program           |
| Fire Code Enforcement            | Fire Investigations         |
| Fire Alarm/Sprinkler Plan Review | Hydrant Flushing            |
| Code Compliance                  | Zoning Permit Inspections   |

**OBJECTIVES AND PRIORITIES**

- Maintain and develop current of regular and paid-on-call staff while creating a strong culture of commitment and community service.
- Respond to 90% of emergency response calls within 10 minutes or less.
- Continue to participate in mutual aid agreements with neighboring communities to utilize our regional resources and take advantage of other department's expertise.
- Continue to promote and retain members of our Paid on Call staff.
- Educate our staff by utilizing the skills of our existing employees and sending staff to outside training opportunities to continuously improve our knowledge and abilities.
- Continue community outreach programs (Local Defibrillators, Car Seat Clinic, SafeHaven, etc) aimed at education and promotion of fire safety.
- Enforce Code Compliance to ensure property maintenance standards are met.
- Inspect rental housing to protect public health and general welfare of City residents.
- Maintenance of department equipment (Trucks, vehicles, engines, etc.)
- Continue funding to the North St. Paul fire relief to ensure full pension funding.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                                  | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|---------------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Number of Calls Answered              | 1,319          | 1,318          | 1,355          | 1,550             | 1,650             |
| Rental Property Licensing Inspections | 308            | 297            | 274            | 300               | 550               |
| Commercial Fire Inspections           | 176            | 31             | 35             | 100               | 200               |
| Code Compliance Concerns              | 447            | 468            | 295            | 300               | 350               |
| SafeHaven Installations               | 85             | 71             | 56             | 12                | 70                |
| FEMA Grant Awards                     | \$208,183      | \$48,210       | \$70,910       | \$0               | \$0               |
| Paid on Call Staffing                 | 37             | 31             | 31             | 31                | 34                |
| Average Response Time EMS             | 4:15           | 4:22           | 4:29           | 4:43              | 4:28              |
| Average Response Time Bldg. Fire      | 6:23           | 5:10           | 11:47          | 8:04              | 8:00              |
| Training Hours (average per FF)       | 65             | 77             | 87             | 78                | 90                |

| Regular Employment (FTE)      |                |                |                |                  |                  |
|-------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Fire Chief                    | 1.0            | 1.0            | 1.0            | 1.0              | 1.0              |
| Deputy Fire Chief             | 1.0            | 1.0            | 1.0            | -                | -                |
| Fire Inspector                | 1.0            | 1.0            | 1.0            | 1.0              | 1.0              |
| PT Inspection/Code Compliance | 1.5            | 1.5            | 1.5            | 1.5              | 1.5              |
| On Call PT Fire Fighters      | 37             | 31             | 30             | 40               | 40               |

| EXPENDITURES BY FUNCTION   |             |             |                           |                           |                            |                           |                          |
|----------------------------|-------------|-------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual | 2019 Actual | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |             |             |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$656,148   | \$579,802   | \$259,517                 | \$641,110                 | \$661,539                  | \$20,429                  | 3.19%                    |
| Total Supplies             | 34,997      | 92,878      | 21,228                    | 56,320                    | 56,320                     | -                         | 0.00%                    |
| Total Contractual Services | 325,586     | 368,356     | 117,327                   | 278,498                   | 276,875                    | (1,623)                   | -0.58%                   |
| Total Capital              | 31,885      | 5,881       | -                         | -                         | -                          | -                         | 0.00%                    |
| Total Transfers            | -           | -           | 45,500                    | 91,000                    | 91,000                     | -                         | 0.00%                    |
| TOTAL EXPENDITURES         | \$1,048,616 | \$1,046,917 | \$443,572                 | \$1,066,928               | \$1,085,734                | \$18,806                  | 2.60%                    |

### BUDGET HIGHLIGHTS

- Rental Property Licensing inspections will increase with the addition of Uptown Commons and Anchor Block North apartment buildings
- Key staff loss projected in the 3rd quarter of 2020 that will impact Code Compliance, Zoning, and Rental/Fire Inspections – Ron Koehnle (retirement)
- Key staff loss projected in the 3rd quarter of 2020 that will impact supervision, management, EMS/fire response operations, training, and response times – Deputy Chief Dustin Kalis and Assistant Chief Chris Hearden (both have accepted FT Chiefs positions outside of NSP).



**FUND**  
001

**DEPARTMENT**  
28

**ACTIVITY**  
BUILDING INSPECTIONS

### ACTIVITY MANAGER

Scott Duddeck, City Manager  
buildinginspections@northstpaul.org  
651-747-2415

### DESCRIPTION OF ACTIVITY

This activity provides enforcement of property maintenance codes, plan review and inspection of all new and remodeled construction within the city by a State-certified building inspector. The purpose of these inspections is to protect the homeowner and ensure compliance with the latest adopted revision of the Unified Building Code, Property Maintenance Code, Electrical Code and their related appendices and local ordinances. As of September, 2018, the City has contracted this service through MNSPECT.

### DEPARTMENT SERVICES

|                                       |                                       |
|---------------------------------------|---------------------------------------|
| Building Permits & Inspections        | Plumbing Permits & Inspections        |
| Mechanical Code Permits & Inspections | Electrical Code Permits & Inspections |

### FUTURE OBJECTIVES AND PRIORITIES

- Upgrade City website and obtain software for more efficient permit process.
- Complete inspections and permit reviews on a timely basis.
- Continue to control costs of this function by utilizing a contracted service.

### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                          | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Plumbing Permits              | 110            | 89             | 133            | 115               | 100               |
| Mechanical Commercial Permits | 7              | 17             | 23             | 15                | 13                |
| Mechanical Permits            | 175            | 150            | 241            | 210               | 180               |
| Commercial Building Permits   | 22             | 25             | 34             | 40                | 30                |
| Residential Building Permits  | 365            | 318            | 372            | 400               | 320               |
| Project Valuation             | \$7,065,779    | \$12,458,386   | \$39,659,158   | \$49,958,991      | \$13,000,000      |

### EXPENDITURES BY FUNCTION

|                            | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
|----------------------------|------------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
| <b>EXPENDITURES</b>        |                  |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$92,848         | \$0              | \$0                       | \$0                       | \$0                        | \$0                       | 0.00%                    |
| Total Supplies             | 147              | 362              | 137                       | -                         | -                          | -                         | 0.00%                    |
| Total Contractual Services | 73,242           | 402,243          | 74,883                    | 393,950                   | 221,501                    | (172,450)                 | -43.77%                  |
| <b>TOTAL EXPENDITURES</b>  | <b>\$166,237</b> | <b>\$402,605</b> | <b>\$75,020</b>           | <b>\$393,950</b>          | <b>\$221,501</b>           | <b>(\$172,450)</b>        | <b>-43.77%</b>           |



| FUND | DEPARTMENT | ACTIVITY           |
|------|------------|--------------------|
| 001  | 31         | Street Maintenance |

#### ACTIVITY MANAGER

Nick Fleischhacker, Director of Public Works  
Nick.fleischhacker@northstpaul.org  
651-747-2409

#### DESCRIPTION OF ACTIVITY

This activity provides for maintenance of City streets, including patching, crack filling, seal coating, and street sweeping. In addition, this budget includes the employee and equipment costs for ice and snow removal from the City. The department staff provides street maintenance functions including operating light and heavy equipment for street maintenance and snow and ice removal. Staff maintains 45 miles of City streets. Of that 45 miles, 42.94 miles is bituminous, or asphalt, roadway; the remaining 2.07 miles is concrete. The City also has 2.86 miles of paved alleyways.

#### DEPARTMENT SERVICES

|                              |                         |
|------------------------------|-------------------------|
| Snow and Ice Removal         | Patching                |
| Pavement Markings            | Street Sign Maintenance |
| Crack Filling                | Street Sign Inspections |
| Sidewalk / Trail Maintenance | Street Sweeping         |
| Equipment Maintenance        | Reconstruction Projects |

#### OBJECTIVES AND PRIORITIES

- Maintain and evaluate the condition of North St. Paul's streets.
- Repair structural and surface failure of streets (patching, pothole repair, etc.)
- Remove and replace sections of damaged curb and valley gutters
- Conduct crack sealing and micro surfacing to preserve street pavements.
- Regularly sweep public streets.
- Inspect sidewalks to identify needed repairs.
- Repair and maintain segments of City owned parks, trails, and right-a-way.
- Plow city streets and alleys within 24 hours of each snow event.
- Research technologies to increase removal of snow and ice while not increasing the maintenance costs of the roadway.
- Evaluate and recommend future street maintenance and repair techniques.
- Continue prudent replacement of equipment to ensure continuity of operations.
- Re-stripe city streets and trails as needed.
- Inspect and repair deteriorated catch basins in the road way.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                                         | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|----------------------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Number of Snow Events                        | 25             | 47             | 20             | 20                | 20                |
| Asphalt (dollars)                            | \$38,577       | \$48,902       | \$31,229       | \$35,000          | \$35,000          |
| Miles of Roadway                             | 45             | 45             | 45             | 45                | 45                |
| Lane Miles                                   | 89.6           | 89.6           | 89.6           | 89.6              | 89.6              |
| Alley                                        | 2.9            | 2.9            | 2.9            | 2.9               | 2.9               |
| Sidewalk/Trail - in Miles                    | 23.59          | 23.59          | 24.21          | 24.21             | 24.21             |
| Street Signs Repaired/Replaced               | 298            | 81             | 251            | 250               | 250               |
| Road Striping - in Feet                      | 162,523        | 126,493        | 150,396        | 130,000           | 130,000           |
| Road Salt - in Pounds                        | 568            | 358            | 942            | 800               | 800               |
| Street Sweeping Material Collected - in Tons | 225.01         | 315.71         | 416            | 400               | 400               |

| Regular Employment (FTE)        |                |                |                |                  |                  |
|---------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                  | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Public Works Director           | 0.25           | 0.25           | 0.25           | 0.20             | 0.20             |
| Public Works Supervisor         | -              | -              | 0.35           | 0.35             | 0.35             |
| Public Works Maintenance Worker | 2.73           | 2.88           | 2.79           | 3.05             | 3.05             |
| Administrative Assistant        | 0.4            | 0.4            | 0.4            | 0.4              | 0.4              |

| Seasonal Employment (Hours) |                |                |                |                  |                  |
|-----------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title              | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Seasonal                    | 1,608          | 1,608          | 1,608          | 1,608            | 1,608            |

| EXPENDITURES BY FUNCTION   |             |             |                           |                           |                            |                           |                          |
|----------------------------|-------------|-------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual | 2019 Actual | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |             |             |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$362,861   | \$381,754   | \$183,683                 | \$446,753                 | \$516,705                  | \$69,952                  | 15.66%                   |
| Total Supplies             | 129,463     | 134,912     | 75,845                    | 145,195                   | 185,190                    | 39,995                    | 27.55%                   |
| Total Contractual Services | 356,208     | 366,108     | 128,132                   | 387,745                   | 312,509                    | (75,236)                  | -19.40%                  |
| Total Capital              | -           | 10,831      | -                         | -                         | -                          | -                         | 0.00%                    |
| Total Transfers            | 100,000     | 50,000      | 25,000                    | 50,000                    | 50,000                     | -                         | 0.00%                    |
| TOTAL EXPENDITURES         | \$948,532   | \$943,605   | \$412,660                 | \$1,029,693               | \$1,064,404                | \$34,711                  | 23.80%                   |

### BUDGET HIGHLIGHTS

- Supplies increase is due to additional salt and sand for winter events.
- Transfer of \$50,000 to the Street Maintenance Fund for maintenance overlays.
- Adjustments in Personnel and Contractual Services due to new treatment of City Mechanic charges.



| FUND | DEPARTMENT | ACTIVITY       |
|------|------------|----------------|
| 001  | 36         | URBAN FORESTRY |

**ACTIVITY MANAGER**

Nick Fleischhacker, Director of Public Works  
Nick.fleischhacker@northstpaul.org  
651-747-2409

**DESCRIPTION OF ACTIVITY**

This activity manages North St. Paul's urban forest infrastructure. Our urban forest consists of 3,235 street trees, 1,091 park trees, and innumerable private property trees. Urban Forestry is involved in managing or regulating all of these trees to differing degrees including: creating and implementing the city's Emerald Ash Borer Plan, fostering community tree awareness and stewardship, developing tree policies and programs, monitoring and assessing the urban forest, pruning, and removal of public trees, and responding to tree emergencies.

**DEPARTMENT SERVICES**

|                                           |                                     |
|-------------------------------------------|-------------------------------------|
| Tree Trimming and Removal                 | Tree Awareness and Stewardship      |
| Disease Diagnosis                         | Community Outreach                  |
| Pest Management                           | Monitor Urban Forest                |
| Planting Trees in Neighborhoods and Parks | Respond to Tree-Related Emergencies |
| Technical Advice                          | Referrals to Certified Arborists    |

**OBJECTIVES AND PRIORITIES**

- Manage and control emerald ash borer that threatens ash trees in North St. Paul. This includes tree injections to protect boulevard and selected park ash trees as well as additional plantings to ensure replacement of trees that may be lost to emerald ash borer.
- Control Dutch elm and oak wilt diseases on public and private properties in accordance with state and city statutes and ordinances.
- Continue our Tree City USA designation.
- Educate property owners on proper tree maintenance.
- Coordinate annual Arbor Day tree giveaway.
- Kept trees trimmed to ensure safety including the removal of old branches, allowing better sight lines for police, and keep electrical lines free and clear.
- Replace Clam Truck (shared with Electric Department) used for tree removal that has been in service since 2002.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                      | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|---------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Trees Planted             | 150            | 120            | 75             | 80                | 90                |
| Acres of Urban Forest     | 615            | 615            | 615            | 615               | 615               |
| Est Publicly Owned Trees  | 4,200          | 4,320          | 4,250          | 4,200             | 4,225             |
| Diseased Trees Identified | 50 (est)       | 50 (est)       | 100            | 75                | 75                |
| Trees Pruned or Removed   | 275            | 250            | 350            | 400               | 300               |

| Regular Employment (FTE)        |                |                |                |                  |                  |
|---------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                  | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Public Works Supervisor         | 1.0            | 1.0            | 1.0            | 1.0              | 1.0              |
| Public Works Maintenance Worker | 0.1            | 0.1            | 0.1            | 0.1              | 0.1              |

| Seasonal Employment (Hours) |                |                |                |                  |                  |
|-----------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title              | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Seasonal                    | -              | 268            | 536            | 536              | 536              |

| EXPENDITURES BY FUNCTION   |             |             |                           |                           |                            |                           |                          |
|----------------------------|-------------|-------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual | 2019 Actual | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |             |             |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$110,618   | \$110,407   | \$42,867                  | \$98,863                  | \$111,001                  | \$12,138                  | 12.28%                   |
| Total Supplies             | 10,673      | 6,347       | 7,402                     | 10,250                    | 14,571                     | 4,321                     | 42.16%                   |
| Total Contractual Services | 39,665      | 77,140      | 21,393                    | 56,560                    | 47,118                     | (9,442)                   | -16.69%                  |
| Total Capital              | 11,955      | 6,000       | 18,487                    | 45,000                    | 45,000                     | -                         | 0.00%                    |
| TOTAL EXPENDITURES         | \$172,911   | \$199,894   | \$90,149                  | \$210,673                 | \$217,690                  | \$7,017                   | 37.74%                   |

### BUDGET HIGHLIGHTS

- Annual investment of \$45,000 for Emerald Ash Border treatment and City Wide Tree Replacement.
- Continue allocating personnel to maintain regular tree trimming.
- Adjustments in Personnel and Contractual Services due to new treatment of City Mechanic charges.



| FUND | DEPARTMENT | ACTIVITY |
|------|------------|----------|
| 001  | 40         | PARKS    |

## ACTIVITY MANAGER

Nick Fleischhacker, Director of Public Works  
Nick.fleischhacker@northstpaul.org  
651-747-2409

## DESCRIPTION OF ACTIVITY

This activity provides for the maintenance of parks, trails and other public grounds owned by the City, including planting of trees and shrubs, fertilizing and mowing of grass, maintenance of ball fields, general playgrounds and picnic facilities, flooding and maintenance of outdoor ice rinks and plowing of public parking lots, sidewalks and departmental grounds. The parks department also assists with public events and the maintenance of city owned facilities.

## DEPARTMENT SERVICES

|                            |                          |
|----------------------------|--------------------------|
| Park Maintenance           | Trash Removal            |
| Special Event Preparations | Mowing                   |
| Irrigation                 | Fertilizing              |
| Field Scheduling           | Ball Field Maintenance   |
| Playground Maintenance     | Outdoor Rink Maintenance |
| Project Coordination       | Beach Maintenance        |

## OBJECTIVES AND PRIORITIES

- Continue to manage and protect the 146 acres of North St. Paul park land.
- Provide maintenance to park shelter, playgrounds, and City Hall grounds.
- Increase community involvement with parks and build positive connections with community members.
- Trail maintenance (wood chips and bituminous).
- Coordinate with the City's Forester to ensure a healthy diverse tree population.
- Maintain the City's fields in playable condition for the various City sponsored sports activities.
- Leverage part-time staff to assist with seasonal operations and maintenance projects.
- Collect solid waste and recycling containers throughout the park system year-round.
- Support the DNR and advocate for the maintenance and expansion of the Gateway Trail.
- Ensure the overall aesthetics of the City are *extraordinary*.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                              | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-----------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Acres of Parks                    | 146.45         | 146.45         | 146.45         | 146.45            | 146.45            |
| Number of Parks Maintained        | 14             | 14             | 14             | 14                | 14                |
| Outdoor Ice Rinks Maintained      | 3              | 3              | 3              | 3                 | 3                 |
| Turf Maintenance Mow - in Hours   | 1,177          | 868            | 1,440          | 1,300             | 1,300             |
| Ball Fields Maintained            | 12             | 12             | 12             | 12                | 12                |
| Number of Shelters Maintained     | 8              | 8              | 8              | 8                 | 8                 |
| Concrete Curb Installed - in Feet | 2,803          | 1,000          | 191            | 1,500             | 1,000             |

| Regular Employment (FTE)         |                |                |                |                  |                  |
|----------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                   | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Public Works Director            | -              | -              | -              | 0.20             | 0.20             |
| Public works Supervisor          | -              | -              | 0.15           | 0.15             | 0.15             |
| Public Works Maintenance Worker  | 1.40           | 1.40           | 0.80           | 1.35             | 1.35             |
| Community & Admin Srvcs Director | -              | -              | -              | -                | 0.20             |
| Parks Coordinator                | -              | -              | -              | -                | 0.90             |

| Seasonal Employment (Hours) |                |                |                |                  |                  |
|-----------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title              | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Seasonal                    | 2,680          | 2,680          | 2,680          | 2,680            | 2,680            |

| EXPENDITURES BY FUNCTION   |                  |                  |                           |                           |                            |                           |                          |
|----------------------------|------------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| <b>EXPENDITURES</b>        |                  |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$165,363        | \$141,621        | \$84,412                  | \$225,857                 | \$393,130                  | \$167,273                 | 74.06%                   |
| Total Supplies             | 55,656           | 55,131           | 29,295                    | 59,650                    | 80,850                     | 21,200                    | 35.54%                   |
| Total Contractual Services | 173,862          | 114,589          | 39,996                    | 258,560                   | 246,810                    | (11,750)                  | -4.54%                   |
| Total Capital              | 59,750           | 59,714           | 18,701                    | 25,000                    | 25,000                     | -                         | 0.00%                    |
| Total Transfers            | 16,500           | 16,500           | 8,250                     | 16,500                    | 16,500                     | -                         | 0.00%                    |
| <b>TOTAL EXPENDITURES</b>  | <b>\$471,131</b> | <b>\$387,555</b> | <b>\$180,654</b>          | <b>\$585,567</b>          | <b>\$762,290</b>           | <b>\$176,723</b>          | <b>105.06%</b>           |

### BUDGET HIGHLIGHTS

- The Recreation department personnel services and a portion of supplies have been moved to the Parks department for 2021.
- Funding for parks capital improvement projects remains at \$25,000.
- Transfer of \$16,500 to the Community Event Fund for Silver Lake Lifeguards.



| FUND | DEPARTMENT | ACTIVITY   |
|------|------------|------------|
| 001  | 41         | RECREATION |

#### **ACTIVITY MANAGER**

Nick Fleischhacker, Director of Public Works  
Nick.fleischhacker@northstpaul.org  
651-747-2409

#### **DESCRIPTION OF ACTIVITY**

This activity provides recreational activities, programs and special events for the community. This department is responsible for staffing the Parks and Recreation Commission, park facility reservations, conducting playground safety audits, directing adult softball, scheduling softball and baseball fields, managing warming house attendants, and collaborating with outside organizations such as the school district and sports organizations.

#### **DEPARTMENT SERVICES**

|                                          |                                        |
|------------------------------------------|----------------------------------------|
| Playground Safety Audits                 | Field Scheduling                       |
| Parks and Recreation Commission Staffing | Warming House / Skating Rinks Staffing |
| Lifeguard Coordination                   | Adult Softball Programming             |
| Recreation Programming                   | Umpire Scheduling                      |
| Sport Group Liaison                      | Park Equipment Reservations            |

#### **OBJECTIVES AND PRIORITIES**

- Increase community involvement with parks and build positive connections with community members.
- Ensure recreation and services are inclusive and welcoming to all members of the community.
- Develop and maintain collaborative programs with neighboring communities and organizations.
- Evaluate programs to ensure that the appropriate level of program expenses are covered by user fees.
- Expand rental of park shelter and equipment at facilities locations throughout the City.
- Collaborate with Park Commission on targeted projects and recreation opportunities.
- Provide positive recreation opportunities seasonally throughout the year.
- Offer two softball seasons a year at the McKnight Field Complex.
- Provide events including the Egg Hunt, Star Watch, and Music in the Park.
- Continue partnership with History Cruze Car Show.
- Utilize technology to make softball programming more efficient.



### IMPACT MEASURES / PERFORMANCE INDICATORS

| Item                                | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Projected<br>2020 | Projected<br>2021 |
|-------------------------------------|----------------|----------------|----------------|-------------------|-------------------|
| Annual Playground Inspections       | 80             | 90             | 90             | 90                | 90                |
| Recreational Classes                | 0              | 7              | 11             | 4                 | 11                |
| City Softball Teams (Fall & Spring) | 68             | 60             | 58             | 34                | 65                |
| Field Banner Advertising            | 21             | 20             | 19             | 19                | 20                |
| Field Reservations                  | 901            | 876            | 811            | 228               | 875               |
| Community Park Meetings             | 4              | 4              | 4              | 2                 | 4                 |
| Annual Special Events               | 11             | 11             | 11             | 4                 | 12                |
| Parks & Rec Commission Meetings     | 11             | 11             | 11             | 11                | 11                |
| Casey Lake Park Reservations        | 133            | 136            | 119            | 20                | 130               |
| Hause Park Reservations             | 27             | 2              | 56             | 14                | 55                |
| Silver Lake Reservations            | 15             | 23             | 12             | 7                 | 15                |
| Northwood Park Reservations         | 0              | 1              | 0              | 0                 | 1                 |
| Colby Hills Reservations            | 1              | 0              | 0              | 0                 | 1                 |
| Rotary Park                         | 0              | 0              | 2              | 1                 | 0                 |
| Canoe Storage Reservations          | 6              | 6              | 6              | 6                 | 6                 |

| Regular Employment (FTE)        |                |                |                |                  |                  |
|---------------------------------|----------------|----------------|----------------|------------------|------------------|
| Position Title                  | Actual<br>2017 | Actual<br>2018 | Actual<br>2019 | Budgeted<br>2020 | Proposed<br>2021 |
| Community & Admin Svcs Director | -              | -              | 0.2            | 0.2              | -                |
| Parks Coordinator               | -              | -              | 0.8            | 0.9              | -                |

| EXPENDITURES BY FUNCTION   |                 |                  |                           |                           |                            |                           |                          |
|----------------------------|-----------------|------------------|---------------------------|---------------------------|----------------------------|---------------------------|--------------------------|
|                            | 2018 Actual     | 2019 Actual      | Actual as of<br>6/30/2020 | 2020<br>Adopted<br>Budget | 2021<br>Proposed<br>Budget | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |
| EXPENDITURES               |                 |                  |                           |                           |                            |                           |                          |
| Total Personnel Services   | \$51,865        | \$115,128        | \$61,232                  | \$127,922                 | \$0                        | (\$127,922)               | -100.00%                 |
| Total Supplies             | 3,055           | 2,280            | 1,482                     | 8,200                     | 9,400                      | 1,200                     | 14.63%                   |
| Total Contractual Services | 13,419          | 20,740           | 7,469                     | 29,186                    | 7,865                      | (21,321)                  | -73.05%                  |
| <b>TOTAL EXPENDITURES</b>  | <b>\$68,339</b> | <b>\$138,148</b> | <b>\$70,183</b>           | <b>\$165,308</b>          | <b>\$17,265</b>            | <b>(\$148,043)</b>        | <b>-158.42%</b>          |

### BUDGET HIGHLIGHTS

- Many recreation programs and rentals were cancelled due to COVID19 restrictions in 2020. Staff anticipates programs/rentals will return to pre-COVID19 or higher participation numbers in 2021 due to pent-up community demand.
- Funding for community events has been reallocated from the Park Fund to the Recreation Budget within the General Fund.
- Maintenance related Items that were budgeted for in the Recreation Budget have been moved to the Parks Budget (40).

**BUDGET YEAR: 2021**  
**FUND: GENERAL FUND (001)**  
**REVENUE**

| GENERAL LEDGER CODE                   | GENERAL LEDGER DESCRIPTION    | 2017 Actual      | 2018 Actual      | 2019 Actual      | Actual as of<br>6/30/20 | 2020 Approved<br>Budget | 2021 Proposed<br>Budget | 2020 Department Requested Notes                                                                                                                                         |
|---------------------------------------|-------------------------------|------------------|------------------|------------------|-------------------------|-------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-3011                              | CURRENT PROPERTY TAX          | 3,024,755        | 3,304,442        | \$3,535,582      | \$1,805,000             | \$3,979,184             | \$4,533,065             |                                                                                                                                                                         |
| 001-3012                              | DELINQUENT PROPERTY TAX       | 31,293           | 26,221           | 21,601           | -                       | -                       | (25,000)                |                                                                                                                                                                         |
| 001-3013                              | PENALTY & INTEREST            | -                | -                | 3,999            | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3019                              | ELECTRIC FRANCHISE            | 368,484          | 244,007          | 227,068          | 141,503                 | 300,000                 | 280,000                 |                                                                                                                                                                         |
| 001-3020                              | GAS FRANCHISE                 | 90,270           | 102,973          | 100,065          | 39,677                  | 93,000                  | 85,000                  |                                                                                                                                                                         |
| 001-3030                              | CABLE FRANCHISE               | 72,424           | 84,489           | 94,280           | 78,198                  | 85,000                  | 75,000                  |                                                                                                                                                                         |
| 001-3032                              | COUNTY GRAVEL TAX             | -                | -                | -                | 619                     | -                       | -                       |                                                                                                                                                                         |
| <b>TOTAL TAXES</b>                    |                               | <b>3,587,226</b> | <b>3,762,132</b> | <b>3,982,595</b> | <b>2,064,997</b>        | <b>4,457,184</b>        | <b>4,948,065</b>        |                                                                                                                                                                         |
| 001-3111                              | S/A CURRENT                   | 421              | 1,238            | 3,958            | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3112                              | S/A DELINQUENT                | 447              | -                | 78               | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3113                              | S/A INTEREST                  | 141              | 158              | 446              | -                       | -                       | -                       |                                                                                                                                                                         |
| <b>TOTAL SPECIAL ASSESSMENT TAXES</b> |                               | <b>1,009</b>     | <b>1,396</b>     | <b>4,482</b>     | <b>-</b>                | <b>-</b>                | <b>-</b>                |                                                                                                                                                                         |
| 001-3201                              | LIQUOR LICENSE                | 42,050           | 44,558           | 42,825           | 10,950                  | 42,000                  | 42,000                  |                                                                                                                                                                         |
| 001-3203                              | CIGARETTE LICENSE             | 2,700            | 1,200            | 2,400            | 900                     | 2,000                   | 2,000                   |                                                                                                                                                                         |
| 001-3206                              | PAWN SHOP LICENSE             | -                | -                | 3,500            | -                       | -                       | 3,500                   |                                                                                                                                                                         |
| 001-3207                              | CONTRACTOR LICENSE            | 15,730           | 13,200           | 14,450           | 4,535                   | 12,000                  | 10,000                  |                                                                                                                                                                         |
| 001-3208                              | GARBAGE LICENSE               | 3,520            | 3,300            | 4,400            | 1,100                   | 3,000                   | 3,000                   |                                                                                                                                                                         |
| 001-3290                              | MISC LICENSE                  | 10,583           | 17,876           | 26,185           | 6,647                   | 12,000                  | 5,000                   |                                                                                                                                                                         |
| <b>TOTAL LICENSES</b>                 |                               | <b>74,583</b>    | <b>80,134</b>    | <b>93,760</b>    | <b>24,132</b>           | <b>71,000</b>           | <b>65,500</b>           |                                                                                                                                                                         |
| 001-3301                              | BUILDING PERMIT               | 132,280          | 171,721          | 380,872          | 129,639                 | 350,000                 | 200,000                 | Assume 30% of Revenue is for Plan Review; 70% for Permit Fees                                                                                                           |
| 001-3302                              | ELECTRIC INSPECTION           | 15,519           | 16,803           | 25,004           | 13,019                  | 38,000                  | 20,000                  | 90% of revenue paid to Tolke Inspections                                                                                                                                |
| 001-3303                              | HEATING/AIR COND PERMIT       | 18,013           | 28,739           | 67,283           | 12,681                  | 60,000                  | 35,000                  | 75% of revenue paid to MNSPECT                                                                                                                                          |
| 001-3304                              | PLUMBING PERMIT               | 13,594           | 9,681            | 28,868           | 13,974                  | 26,000                  | 15,000                  | 75% of revenue paid to MNSPECT                                                                                                                                          |
| 001-3306                              | ANIMAL LICENSE                | 7,649            | 5,722            | 1,378            | 450                     | 3,000                   | -                       | Removed per City Council                                                                                                                                                |
| 001-3308                              | RENTAL FEE/INSPECTION         | 39,577           | 34,620           | 26,103           | 9,730                   | 40,000                  | 25,000                  |                                                                                                                                                                         |
| 001-3310                              | RIGHT OF WAY PERMIT           | -                | -                | 1,760            | 2,640                   | -                       | -                       |                                                                                                                                                                         |
| 001-3390                              | MISC PERMITS                  | 1,501            | 8,028            | 6,230            | 5,562                   | 500                     | 150                     |                                                                                                                                                                         |
| <b>TOTAL PERMITS</b>                  |                               | <b>228,133</b>   | <b>275,314</b>   | <b>537,498</b>   | <b>187,695</b>          | <b>517,500</b>          | <b>295,150</b>          |                                                                                                                                                                         |
| 001-3401                              | COURT FINES                   | 37,032           | 38,536           | 33,274           | 14,677                  | 33,600                  | 33,000                  |                                                                                                                                                                         |
| <b>TOTAL COURT FINES</b>              |                               | <b>37,032</b>    | <b>38,536</b>    | <b>33,274</b>    | <b>14,677</b>           | <b>33,600</b>           | <b>33,000</b>           |                                                                                                                                                                         |
| 001-3508                              | FEDERAL GRANTS-FEMA           | -                | -                | 70,910           | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3522                              | STATE GRANTS                  | 10,458           | 35,912           | 33,847           | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3523                              | STATE LGA                     | 1,289,749        | 1,290,351        | 1,251,294        | -                       | 1,373,988               | 1,255,596               | \$174,000 Street Maintenance Fund 011; \$100,000 Park Fund 063; \$126,000 LGA Fund 010                                                                                  |
| 001-3527                              | FIRE AID                      | 60,121           | 64,764           | 62,515           | -                       | 55,000                  | 55,000                  | \$91,000 in 001-4-26-4034-000                                                                                                                                           |
| 001-3534                              | COUNTY FIRE TRAINING REIMB.   | 18,271           | 6,131            | 13,500           | -                       | 5,000                   | 5,000                   |                                                                                                                                                                         |
| 001-3536                              | LIASON OFFICER                | 65,000           | 68,500           | 73,080           | 37,080                  | 67,500                  | 73,080                  |                                                                                                                                                                         |
| 001-3537                              | POLICE AID                    | 141,355          | 139,202          | 139,683          | -                       | 130,000                 | 130,000                 |                                                                                                                                                                         |
| 001-3538                              | PERA AID                      | 12,251           | 12,251           | 12,251           | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3541                              | OTHER GRANTS                  | 22,345           | 37,923           | 7,073            | -                       | 15,000                  | 5,000                   | Post Training Reimbursement                                                                                                                                             |
| 001-3543                              | ISD 622 COMMUNITY SCHOOL      | 28,367           | 9,812            | 6,440            | 8,606                   | 10,000                  | 9,000                   | Road Salt                                                                                                                                                               |
| <b>TOTAL INTERGOVERNMENTAL</b>        |                               | <b>1,647,917</b> | <b>1,664,846</b> | <b>1,670,593</b> | <b>45,686</b>           | <b>1,656,488</b>        | <b>1,532,676</b>        |                                                                                                                                                                         |
| 001-3615                              | ADMINISTRATION CHARGES        | 12,031           | 14,976           | 19,738           | 5,491                   | 12,000                  | 12,000                  |                                                                                                                                                                         |
| 001-3616                              | SEARCHES                      | 3,900            | 5,100            | 5,520            | 2,130                   | 4,000                   | 4,000                   |                                                                                                                                                                         |
| 001-3623                              | ABATEMENTS                    | -                | 240              | -                | 10,218                  | -                       | -                       |                                                                                                                                                                         |
| 001-3624                              | SIDEWALK SNOW REMOVAL         | 10,510           | 15,422           | 18,380           | -                       | 10,000                  | -                       |                                                                                                                                                                         |
| 001-3643                              | RECREATION - OUTSIDE PROGRAMS | 19,290           | 16,393           | 19,510           | -                       | 15,000                  | 15,000                  |                                                                                                                                                                         |
| 001-3646                              | COMM CTR - RENTAL             | 150,000          | 100,000          | 150,000          | -                       | -                       | -                       | Now Part of Community Center Fund (002)                                                                                                                                 |
| <b>TOTAL CHARGES FOR SERVICES</b>     |                               | <b>195,753</b>   | <b>152,151</b>   | <b>213,148</b>   | <b>17,839</b>           | <b>41,000</b>           | <b>31,000</b>           |                                                                                                                                                                         |
| 001-3800                              | MARKET VALUE ADJUSTMENT       | (4,408)          | (5,174)          | 20,438           | 4,291                   | -                       | -                       |                                                                                                                                                                         |
| 001-3801                              | INVESTMENT INCOME             | 13,450           | 22,479           | 39,625           | 6,071                   | 7,981                   | 3,500                   |                                                                                                                                                                         |
| 001-3803-001-00                       | DONATION - FIRE DEPARTMENT    | 500              | 8,785            | 150              | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3804                              | SALE OF GOODS & PROPERTY      | 1,084            | 762              | 295              | 862                     | -                       | -                       |                                                                                                                                                                         |
| 001-3807                              | DONATIONS - PD                | -                | -                | 50               | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3809                              | CHARGES FOR SERVICES          | 5,656            | -                | 2,090            | -                       | -                       | -                       |                                                                                                                                                                         |
| 001-3813                              | ANTENNA INCOME                | 206,243          | 217,687          | 268,822          | 124,912                 | 237,317                 | 249,273                 | Per antenna spreadsheet from Community Development, \$259,847 Reduced                                                                                                   |
| 001-3818                              | INTEREST INCOME               | -                | -                | 1,119            | -                       | -                       | -                       | \$5,287*2 for TTM maybe out of business.                                                                                                                                |
| 001-3865                              | REFUNDS & REIMBURSEMENTS      | 75,776           | 40,318           | 32,746           | 1,748                   | 5,000                   | 2,500                   | Interfund Loan (TIF 4-8; Old City Hall Site)                                                                                                                            |
| 001-3899                              | MISCELLANEOUS REVENUE (NT)    | 5,663            | 2,674            | 4,998            | 539                     | 2,500                   | 1,500                   |                                                                                                                                                                         |
| <b>TOTAL OTHER CHARGES</b>            |                               | <b>304,388</b>   | <b>288,170</b>   | <b>370,333</b>   | <b>138,423</b>          | <b>252,798</b>          | <b>256,773</b>          |                                                                                                                                                                         |
| 001-3992                              | TRANSFER FROM OTHER FUNDS     | 1,076,800        | 871,130          | 892,932          | 410,000                 | 820,000                 | 820,000                 | Electric-\$300,000 (Total \$600,000 w/ Franchise Fee); Solid Waste-\$60,000; Water-\$205,000; Waste Water-\$145,000; Surface Water-\$80,000; HRA-\$20,000; EDA-\$10,000 |
| <b>TOTAL TRANSFERS</b>                |                               | <b>1,076,800</b> | <b>871,130</b>   | <b>892,932</b>   | <b>410,000</b>          | <b>820,000</b>          | <b>820,000</b>          |                                                                                                                                                                         |
| <b>TOTAL REVENUES</b>                 |                               | <b>7,152,841</b> | <b>7,133,809</b> | <b>7,798,615</b> | <b>2,903,449</b>        | <b>7,849,570</b>        | <b>7,982,164</b>        |                                                                                                                                                                         |

**BUDGET YEAR: 2021**  
**FUND: GENERAL (001)**  
**DEPARTMENT: CITY COUNCIL (11)**

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION     | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                                          |
|----------------------------|--------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-11-4020-000          | PART-TIME SALARIES             | 28,383      | 28,636      | 28,578      | 14,107                  | 29,648      | 29,648                  | Mayor, council members, & Cable caster 3 hours per meeting, 4 meetings per month                                                                                                                                    |
| 001-4-11-4031-000          | PERA CONTRIBUTION              | 1,390       | 1,487       | 1,220       | 615                     | 1,490       | 1,490                   |                                                                                                                                                                                                                     |
| 001-4-11-4032-000          | FICA CONTRIBUTION              | 1,767       | 1,776       | 1,772       | 874                     | 1,838       | 1,838                   |                                                                                                                                                                                                                     |
| 001-4-11-4033-000          | MEDICARE CONTRIBUTION          | 413         | 415         | 415         | 204                     | 430         | 430                     |                                                                                                                                                                                                                     |
| 001-4-11-4050-000          | WORKERS COMPENSATION INSURANCE | 88          | 104         | 94          | 68                      | 136         | 152                     |                                                                                                                                                                                                                     |
| 001-4-11-4055-000          | CITY VOLUNTEER INSURANCE       | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4070-000          | OPEB BENEFITS                  | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| TOTAL PERSONNEL SERVICES   |                                | 32,041      | 32,418      | 32,079      | 15,868                  | 33,542      | 33,558                  |                                                                                                                                                                                                                     |
| 001-4-11-4110-000          | OFFICE SUPPLIES                | 86          | 109         | 268         | -                       | 150         | 150                     |                                                                                                                                                                                                                     |
| TOTAL SUPPLIES             |                                | 86          | 109         | 268         | -                       | 150         | 150                     |                                                                                                                                                                                                                     |
| 001-4-11-4300-000          | GENERAL CONTRACT/CONSULTING    | 18,530      | 2,043       | 12,465      | 5,067                   | 8,600       | 15,400                  | Transcription of Meeting Minutes - \$12,000<br>Video of Planning Meetings - \$2,400<br>NSCC Meeting Video Services - \$1,000                                                                                        |
| 001-4-11-4301-000          | FINANCIAL SERVICES             | 19,565      | 15,849      | 16,066      | 15,360                  | 18,000      | -                       | Audit Allocation - General Fund Portion moved to Finance for 2021                                                                                                                                                   |
| 001-4-11-4302-000          | LEGAL SERVICES                 | -           | 13,479      | 9,258       | 5,547                   | 13,500      | 13,500                  | Council Meetings                                                                                                                                                                                                    |
| 001-4-11-4304-000          | ENGINEERING SERVICES           | -           | 14,563      | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4305-000          | SOFTWARE & TECHNOLOGY SERVICE  | 6,197       | 6,115       | 138         | 450                     | 500         | 500                     | 2020 no longer using I Legislate or Granicus                                                                                                                                                                        |
| 001-4-11-4330-000          | POSTAGE                        | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4340-000          | PRINTING & BINDING             | 76          | 232         | 2,015       | 580                     | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4360-000          | DUES & SUBSCRIPTIONS           | 20,182      | 20,629      | 19,686      | 10,716                  | 21,962      | 22,317                  | League of MN Cities (\$11,844W/ 3% increase for 2021); Metro Cities; Mayor's Association; Ramsey County League of Local Governments (RCLLG); North St. Paul Business Association; North St. Paul Historical Society |
| 001-4-11-4370-000          | TRAINING & TRAVEL              | 946         | 757         | 3,397       | -                       | 3,500       | 3,500                   | LMC Legislative Conference; LMC Annual Conference; Mayor's Conference; LMC/Metro Cities Annual Regional Conference; Elected Officials Conference                                                                    |
| 001-4-11-4390-000          | ADVERTISING & LEGAL NOTICES    | 2,655       | 210         | 1,564       | 1,831                   | 2,500       | 2,500                   | Legal Notices; Ordinance Publication; Audit Reporting; Meeting & Employment Announcements                                                                                                                           |
| 001-4-11-4400-000          | GENERAL LIABILITY INSURANCE    | -           | -           | 270         | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4410-000          | PROPERTY INSURANCE             | -           | 151         | 324         | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4540-000          | FIBER SERVICE                  | -           | -           | 1,004       | 535                     | 1,069       | 1,138                   | Budget increased by 6.5% for City use                                                                                                                                                                               |
| 001-4-11-4550-000          | BUILDING MAINTENANCE           | -           | 7,646       | 23,533      | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4580-000          | INFORMATION TECHNOLOGY         | -           | -           | -           | 9,250                   | 18,500      | 18,500                  | Allocation to IT Fund; No Increase for 2021                                                                                                                                                                         |
| 001-4-11-4620-000          | AWARDS & INDEMNITIES           | 3,780       | 3,416       | -           | 65                      | 2,150       | 2,150                   | Annual Community Service Awards Reception; Annual Community Service Awards Plaques                                                                                                                                  |
| 001-4-11-4630-000          | MISCELLANEOUS                  | 711         | 80          | 1,410       | 935                     | -           | -                       |                                                                                                                                                                                                                     |
| TOTAL CONTRACTUAL SERVICES |                                | 72,642      | 85,170      | 91,130      | 50,336                  | 90,281      | 79,505                  |                                                                                                                                                                                                                     |
| 001-4-11-4705-000          | OFFICE EQUIPMENT               | 6,632       | 6,110       | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| TOTAL CAPITAL              |                                | 6,632       | 6,110       | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| 001-4-11-4920-000          | OTHER OPERATING TRANSFERS      | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| TOTAL TRANSFERS            |                                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                     |
| TOTAL CITY COUNCIL         |                                | 111,401     | 123,807     | 123,477     | 66,204                  | 123,973     | 113,213                 |                                                                                                                                                                                                                     |

BUDGET YEAR: 2021  
FUND: GENERAL (001)  
DEPARTMENT: ADMINISTRATION (12)

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION          | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------|-------------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-12-4010-000          | FULL-TIME SALARIES                  | 238,984     | 174,773     | 189,188     | 66,694                  | 152,850     | 166,059                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4011-000          | OVERTIME SALARIES                   | 700         | 2,257       | 3,353       | 688                     | 5,000       | 5,000                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4020-000          | PART-TIME SALARIES                  | 53,828      | 108,668     | 63,381      | 19,652                  | 44,759      | 10,553                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4021-000          | INTERSHIPS                          | 143         | -           | -           |                         | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4030-000          | DEFERRED COMPENSATION               | 5,824       | 6,417       | 12,112      | 4,851                   | 10,432      | 9,398                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4031-000          | PERA CONTRIBUTION                   | 20,304      | 15,940      | 20,627      | 6,527                   | 14,821      | 13,246                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4032-000          | FICA CONTRIBUTION                   | 17,902      | 18,284      | 15,964      | 5,655                   | 12,562      | 11,843                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4033-000          | MEDICARE CONTRIBUTION               | 4,304       | 4,276       | 3,733       | 1,323                   | 2,938       | 2,770                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4037-000          | EDUCATIONAL ASSISTANCE CONTRIBUTION | -           | -           | -           |                         | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4040-000          | HEALTH INSURANCE                    | 34,711      | 25,625      | 28,333      | 9,397                   | 17,862      | 19,245                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4050-000          | WORKERS COMPENSATION INSURANCE      | 1,703       | 2,286       | 1,918       | 720                     | 1,439       | 1,452                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4070-000          | OPEB BENEFITS                       | -           | -           | -           | -                       | -           | 1,249                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| TOTAL PERSONNEL SERVICES   |                                     | 378,403     | 358,526     | 338,609     | 115,507                 | 262,663     | 240,815                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4110-000          | OFFICE SUPPLIES                     | 554         | 584         | 937         | 492                     | 650         | 650                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4120-000          | OPERATING SUPPLIES                  | 182         | 37          | 380         | 39                      | 350         | 350                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4240-000          | UNIFORMS                            | 27          | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| TOTAL SUPPLIES             |                                     | 763         | 621         | 1,317       | 531                     | 1,000       | 1,000                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4300-000          | GENERAL CONTRACT/CONSULTING         | 14,046      | 12,671      | 9,779       | 8,551                   | 13,395      | 75,795                  | Ramsey County Special Assessment oversight (\$1,300); DDA Ongoing Compensation Plan Maintenance (\$6,938); General Fund Share of EAP Contract (\$1,467; Total EAP Contract \$2,934); Contracted Communication Services (\$62,400)                                                                                                                                                                                                                                                                 |
| 001-4-12-4302-000          | LEGAL SERVICES                      | 4,374       | 85,033      | 67,246      | 34,067                  | 86,000      | 86,000                  | 2020 budget plus 4% for 2020 increase                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 001-4-12-4305-000          | SOFTWARE & TECHNOLOGY SERVICE       | 5,896       | 7,910       | 5,831       | 6,461                   | 7,000       | 7,000                   | Website Renewal \$6,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 001-4-12-4310-000          | GENERAL SERVICE FEES                | -           | -           | -           | 2                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4320-000          | COMMUNICATIONS DEVICES              | 929         | 1,343       | 455         | 224                     | 1,500       | 800                     | Cell phone for City Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 001-4-12-4330-000          | POSTAGE                             | 1,324       | 774         | 1,670       | 608                     | 936         | 936                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4340-000          | PRINTING & BINDING                  | 44,102      | 12,174      | 15,153      | 5,087                   | 13,000      | 13,000                  | Newsletter editing, layout & printing, 7,100 Newsletters (\$250/1,000); Newsletter Business Article (Barry McCullough) (Layout: \$500/Newsletter; Additional for Graphics, Etc.)                                                                                                                                                                                                                                                                                                                  |
| 001-4-12-4360-000          | DUES & SUBSCRIPTIONS                | 1,945       | 1,965       | 591         | 5,859                   | 4,800       | 6,900                   | Business Association (3), MUNICIPALS, ICMA, Rotary , Car show (\$450), Stars Banquet (\$600); ICMA Membership (\$200); Metro Cities (\$4,950); Ramsey County Leage of Local Governments (\$700)                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4370-000          | TRAINING & TRAVEL                   | 12,605      | 5,054       | 6,009       | 100                     | 7,800       | 7,800                   | LMC Legislative Conference; LMC Annual Conference; MCMA Mid-Winter Conference; MCMA Annual Conference; ICMA Annual Conference; MCFOA Annual Conference; IIMC Annual Conference; IAAP Annual Conference; MAMA Monthly Meetings; LMC/Metro Cities Annual Regional Meeting; Miscellaneous Training; Photoshop Class; MAGC Annual Conference; LEAD Program; Department Head & Senior Staff; Communications Workshops and classes; MNPals; HR Workshops and classes / ICMA Conference / APMP Workshops |
| 001-4-12-4380-000          | TRAVEL/MILEAGE                      | -           | -           | -           | 1,890                   | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4390-000          | ADVERTISING & LEGAL NOTICES         | 443         | 334         | 1,191       | 1,009                   | 500         | 1,350                   | City office closures; non council related notices and publications                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 001-4-12-4400-000          | GENERAL LIABILITY INSURANCE         | -           | -           | 1,280       | 12,949                  | 25,898      | 27,581                  | General Fund to pay 1/2 of total Gen Liability Insurance; Increase by 6.5%                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 001-4-12-4410-000          | PROPERTY INSURANCE                  | -           | 1,895       | 1,928       | 19,110                  | 33,345      | 35,512                  | General Fund to pay 1/2 of total Property Insurance; Increase by 6.5%                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 001-4-12-4540-000          | FIBER SERVICE                       | -           | -           | 12,973      | 6,908                   | 13,816      | 14,714                  | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 001-4-12-4550-000          | BUILDING MAINTENANCE                | -           | 6,657       | 20,325      | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4570-000          | EQUIPMENT RENTAL                    | -           | -           | 3,800       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4580-000          | INFORMATION TECHNOLOGY              | -           | -           | -           | 14,250                  | 28,500      | 28,500                  | Allocation to IT Fund; No Increase for 2021                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 001-4-12-4600-000          | CONTRACTED REPAIR & MAINTNEANCE     | -           | -           | 291         |                         | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4620-000          | AWARDS & INDEMNITIES                | 2,715       | 1,479       | 2,167       | 15                      | 2,000       | 2,000                   | Holiday Party and Employee Recognition Event                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 001-4-12-4630-000          | MISCELLANEOUS                       | 2,161       | 1,269       | 11,642      | 9,176                   | 2,500       | 2,500                   | City Merchandise                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| TOTAL CONTRACTUAL SERVICES |                                     | 90,540      | 138,558     | 162,331     | 126,266                 | 240,990     | 310,389                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4700-000          | FURNITURE & FIXTURES                | -           | -           | -           | 377                     | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4705-000          | OFFICE EQUIPMENT                    | 318         | 1,222       | -           | -                       |             | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| TOTAL CAPITAL              |                                     | 318         | 1,222       | -           | 377                     | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 001-4-12-4920-000          | OTHER OPERATING TRANSFERS           | -           | -           | -           | -                       |             | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| TOTAL TRANSFERS            |                                     | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| TOTAL ADMINISTRATION       |                                     | 470,024     | 498,927     | 502,257     | 242,681                 | 504,653     | 552,204                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

BUDGET YEAR: 2021  
FUND: GENERAL (001)  
DEPARTMENT: ELECTIONS (14)

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION     | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                               |
|----------------------------|--------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-14-4010-000          | FULL-TIME SALARIES             | -           | 1,767       | 407         | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4011-000          | OVERTIME SALARIES              | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4020-000          | PART-TIME SALARIES             | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4030-000          | DEFERRED COMPENSATION          | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4031-000          | PERA CONTRIBUTION              | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4032-000          | FICA CONTRIBUTION              | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4033-000          | MEDICARE CONTRIBUTION          | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4040-000          | HEALTH INSURANCE               | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4050-000          | WORKERS COMPENSATION INSURANCE | -           | -           | 110         | -                       | -           | -                       |                                                                                                                                                                                                          |
| TOTAL PERSONNEL SERVICES   |                                | -           | 1,767       | 517         | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4120-000          | OPERATING SUPPLIES             | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| TOTAL SUPPLIES             |                                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
|                            |                                |             |             |             |                         |             |                         |                                                                                                                                                                                                          |
| 001-4-14-4300-000          | GENERAL CONTRACT/CONSULTING    | 37,187      | 25,439      | 26,524      | 15,420                  | 26,524      | 34,845                  | Ramsey County Elections Contract: \$42,500, Amount split between two years.<br>Elections equipment fee (machine / ballot boxes) from Ramsey County total \$4,316;<br>ISD 622 reimburses \$1,244 annually |
| 001-4-14-4305-000          | SOFTWARE & TECHNOLOGY SERVICE  | 3,340       | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4370-000          | TRAINING & TRAVEL              | -           | 444         | 43          | -                       | 150         | 150                     | Travel to election training / updates with Ramsey County                                                                                                                                                 |
| TOTAL CONTRACTUAL SERVICES |                                | 40,527      | 25,883      | 26,567      | 15,420                  | 26,674      | 34,995                  |                                                                                                                                                                                                          |
| 001-4-14-4710-000          | FIELD EQUIPMENT                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| TOTAL CAPITAL              |                                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| 001-4-14-4920-000          | OTHER OPERATING TRANSFERS      | -           | -           | -           |                         | -           | -                       |                                                                                                                                                                                                          |
| TOTAL TRANSFERS            |                                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                          |
| TOTAL ELECTIONS            |                                | 40,527      | 27,650      | 27,084      | 15,420                  | 26,674      | 34,995                  |                                                                                                                                                                                                          |

**BUDGET YEAR: 2021**  
**FUND: GENERAL (001)**  
**DEPARTMENT: FINANCE (16)**

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION     | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Actual | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                             |
|----------------------------|--------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-16-4010-000          | FULL-TIME SALARIES             | 220,782     | 231,616     | 231,863     | 69,675                  | -           | 190,808     | 208,900                 |                                                                                                                                                                                        |
| 001-4-16-4011-000          | OVERTIME SALARIES              | -           | -           | -           |                         | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4020-000          | PART-TIME SALARIES             | -           | -           | -           |                         | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4030-000          | DEFERRED COMPENSATION          | 8,109       | 8,880       | 8,573       | 2,933                   | -           | 6,812       | 7,077                   |                                                                                                                                                                                        |
| 001-4-16-4031-000          | PERA CONTRIBUTION              | 16,322      | 17,904      | 13,803      | 5,225                   | -           | 14,311      | 15,667                  |                                                                                                                                                                                        |
| 001-4-16-4032-000          | FICA CONTRIBUTION              | 13,462      | 14,671      | 13,929      | 4,610                   | -           | 11,975      | 13,391                  |                                                                                                                                                                                        |
| 001-4-16-4033-000          | MEDICARE CONTRIBUTION          | 3,148       | 3,431       | 3,258       | 1,078                   | -           | 2,621       | 3,132                   |                                                                                                                                                                                        |
| 001-4-16-4040-000          | HEALTH INSURANCE               | 26,323      | 26,048      | 21,029      | 6,465                   | -           | 19,980      | 20,892                  |                                                                                                                                                                                        |
| 001-4-16-4050-000          | WORKERS COMPENSATION INSURANCE | 1,360       | 1,847       | 1,663       | 689                     | -           | 1,377       | 1,641                   |                                                                                                                                                                                        |
| 001-4-16-4060-000          | UNEMPLOYMENT CLAIMS            | -           | -           | 8,220       |                         |             | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4070-000          | OPEB BENEFITS                  | -           | -           | -           | -                       | -           | -           | 1,437                   |                                                                                                                                                                                        |
| TOTAL PERSONNEL SERVICES   |                                | 289,506     | 304,397     | 302,338     | 90,675                  | -           | 247,884     | 272,137                 |                                                                                                                                                                                        |
| 001-4-16-4110-000          | OFFICE SUPPLIES                | 1,150       | 1,432       | 1,070       | 516                     | -           | 2,082       | 1,836                   | Misc office supplies (ink cartridges, copy papers, etc.)                                                                                                                               |
| TOTAL SUPPLIES             |                                | 1,150       | 1,432       | 1,070       | 516                     | -           | 2,082       | 1,836                   |                                                                                                                                                                                        |
| 001-4-16-4300-000          | GENERAL CONTRACT/CONSULTING    | 437         | 434         | -           |                         | -           | 600         | 600                     | MN GFOA Certification Program                                                                                                                                                          |
|                            |                                |             |             |             |                         |             |             |                         | Audit Allocation - General Fund 36.2%; Electric 43.9%; Water 6.9%; Surface Water 3.1%; Waste Water 9.9% (Based on 5 year average revenue & expense); Was in City Council prior to 2021 |
| 001-4-16-4301-000          | FINANCIAL SERVICES             | -           | -           | 125         | -                       | -           | -           | 15,204                  |                                                                                                                                                                                        |
| 001-4-16-4302-000          | LEGAL SERVICES                 | -           | 82          | 96          | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4305-000          | SOFTWARE & TECHNOLOGY SERVICE  | 7,887       | 7,475       | 9,299       | 8,439                   | -           | 9,850       | 9,850                   | Incode Maintenance Services                                                                                                                                                            |
| 001-4-16-4310-000          | GENERAL SERVICE FEES           | 2,125       | 397         | 295         | 265                     | -           | 500         | 625                     | Vanco & PMA; expensed to utilities                                                                                                                                                     |
| 001-4-16-4320-000          | COMMUNICATIONS DEVICES         | 90          | 79          | 1,474       | 210                     | -           | 600         | 650                     | Finance Director cell phone                                                                                                                                                            |
| 001-4-16-4330-000          | POSTAGE                        | 1,597       | 1,671       | 1,604       | 1,023                   | -           | 2,300       | 2,500                   | Accounts Payable & Accounts Receivable mailings                                                                                                                                        |
| 001-4-16-4340-000          | PRINTING & BINDING             | 670         | 43          | 437         | 223                     | -           | 850         | 850                     | Check stock and deposit slips                                                                                                                                                          |
| 001-4-16-4360-000          | DUES & SUBSCRIPTIONS           | 310         | 310         | 193         | 378                     | -           | 315         | 375                     | National and MN GFOA memberships                                                                                                                                                       |
|                            |                                |             |             |             |                         |             |             |                         | GFOA Conference, MNGFOA Conference, OpenGov Conference, MNGFOA Monthly Meetings, Ongoing education for CPA credits                                                                     |
| 001-4-16-4370-000          | TRAINING & TRAVEL              | 10,151      | 10,644      | 5,556       | 1,062                   | -           | 9,460       | 9,235                   | Newspaper notifications and job positing ads                                                                                                                                           |
| 001-4-16-4390-000          | ADVERTISING & LEGAL NOTICES    | 653         | 1,001       | -           | 175                     | -           | 700         | 700                     |                                                                                                                                                                                        |
| 001-4-16-4400-000          | GENERAL LIABILITY INSURANCE    | 827         | -           | 847         | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4410-000          | PROPERTY INSURANCE             | -           | 73          | 881         | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4540-000          | FIBER SERVICE                  | -           | -           | 517         | 276                     | -           | 551         | 587                     | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                    |
| 001-4-16-4550-000          | BUILDING MAINTENANCE           | -           | 3,693       | 17,368      | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4570-000          | EQUIPMENT RENTAL               | -           | -           | -           | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4575-000          | GENERAL RENTALS                | -           | 1,559       | 1,627       | 1,193                   | -           | 3,000       | 3,000                   | Copier lease                                                                                                                                                                           |
| 001-4-16-4580-000          | INFORMATION TECHNOLOGY         | -           | -           | -           | 9,750                   | -           | 19,500      | 19,500                  | Allocation to IT Fund; No Increase for 2021                                                                                                                                            |
|                            |                                |             |             |             |                         |             |             |                         | Northland Business Systems; expensed to utilities. American Mailing Machines; expensed to utilities.                                                                                   |
| 001-4-16-4600-000          | CONTRACTED REPAIR & MAINT.     | 795         | -           | -           | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| 001-4-16-4630-000          | MISCELLANEOUS                  | 844         | 1           | 119         | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| TOTAL CONTRACTUAL SERVICES |                                | 26,386      | 27,462      | 40,438      | 22,994                  | -           | 48,226      | 63,676                  |                                                                                                                                                                                        |
| TOTAL CAPITAL              |                                | -           | -           | -           | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| TOTAL TRANSFERS            |                                | -           | -           | -           | -                       | -           | -           | -                       |                                                                                                                                                                                        |
| TOTAL FINANCE              |                                | 317,042     | 333,291     | 343,846     | 114,185                 | -           | 298,192     | 337,649                 |                                                                                                                                                                                        |

**BUDGET YEAR: 2021**  
**FUND: GENERAL (001)**  
**DEPARTMENT: COMMUNITY DEVELOPMENT (19)**

| GENERAL LEDGER CODE         | GENERAL LEDGER DESCRIPTION          | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of | 2020 Budget | 2021 Proposed | 2021 Proposed Budget Notes                                                                                                                                                                                                                     |
|-----------------------------|-------------------------------------|-------------|-------------|-------------|--------------|-------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             |                                     |             |             |             | 6/30/20      |             | Budget        |                                                                                                                                                                                                                                                |
| 001-4-19-4010-000           | FULL-TIME SALARIES                  | 93,639      | 108,070     | 90,238      | 49,077       | 108,464     | 116,255       |                                                                                                                                                                                                                                                |
| 001-4-19-4011-000           | OVERTIME SALARIES                   | 1,057       | 700         | 624         | -            | 2,500       | 2,500         |                                                                                                                                                                                                                                                |
| 001-4-19-4020-000           | PART-TIME SALARIES                  | 19,763      | 19,961      | 26,542      | 11,315       | 31,184      | 33,431        |                                                                                                                                                                                                                                                |
| 001-4-19-4021-000           | INTERNSHIPS                         | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4030-000           | DEFERRED COMPENSATION               | 3,266       | 4,403       | 2,218       | 1,334        | 5,218       | 5,279         |                                                                                                                                                                                                                                                |
| 001-4-19-4031-000           | PERA CONTRIBUTION                   | 8,510       | 9,821       | 8,111       | 4,529        | 10,474      | 11,226        |                                                                                                                                                                                                                                                |
| 001-4-19-4032-000           | FICA CONTRIBUTION                   | 6,807       | 7,973       | 7,104       | 3,858        | 8,813       | 9,763         |                                                                                                                                                                                                                                                |
| 001-4-19-4033-000           | MEDICARE CONTRIBUTION               | 1,592       | 1,865       | 1,662       | 902          | 2,061       | 2,283         |                                                                                                                                                                                                                                                |
| 001-4-19-4037-000           | EDUCATIONAL ASSISTANCE CONTRIBUTION | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4040-000           | HEALTH INSURANCE                    | 15,595      | 15,538      | 10,583      | 6,561        | 11,119      | 11,655        |                                                                                                                                                                                                                                                |
| 001-4-19-4050-000           | WORKERS COMPENSATION INSURANCE      | 893         | 1,105       | 558         | 505          | 1,009       | 1,197         |                                                                                                                                                                                                                                                |
| 001-4-19-4070-000           | OPEB BENEFITS                       | -           | -           | -           | -            | -           | 1,047         |                                                                                                                                                                                                                                                |
| TOTAL PERSONNEL SERVICES    |                                     | 151,122     | 169,436     | 147,640     | 78,081       | 180,842     | 194,636       |                                                                                                                                                                                                                                                |
| 001-4-19-4110-000           | OFFICE SUPPLIES                     | 2,524       | 3,775       | 3,919       | 1,434        | 3,400       | 3,400         | General Office Supplies for Community Development Staff                                                                                                                                                                                        |
| 001-4-19-4120-000           | OPERATING SUPPLIES                  | 470         | 589         | 62          | -            | -           | -             |                                                                                                                                                                                                                                                |
| TOTAL SUPPLIES              |                                     | 2,994       | 4,364       | 3,981       | 1,434        | 3,400       | 3,400         |                                                                                                                                                                                                                                                |
| 001-4-19-4300-000           | GENERAL CONTRACT/CONSULTING         | 14,777      | 10,138      | 4,111       | -            | 3,500       | 3,500         | Development Consulting                                                                                                                                                                                                                         |
| 001-4-19-4300-062           | GENERAL CONTRACT/CONSULTING         | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4302-000           | LEGAL SERVICES                      | -           | 17,388      | 15,460      | 1,803        | 12,000      | 12,000        | Legal expenses due to planned development activity in 2021                                                                                                                                                                                     |
| 001-4-19-4302-207           | LEGAL SERVICES                      | -           | -           | 3,174       | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4302-209           | LEGAL SERVICES                      | -           | -           | 54          | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4302-313           | LEGAL SERVICES                      | -           | 5,378       | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4303-000           | PLANNING SERVICES                   | 60,429      | 55,776      | 70,666      | 25,083       | 55,000      | 64,400        | WSB Planning expenses due to planned development activity in 2021                                                                                                                                                                              |
| 001-4-19-4303-310           | PLANNING SERVICES                   | -           | 7,098       | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4303-312           | PLANNING SERVICES                   | -           | 2,259       | 352         | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4303-313           | PLANNING SERVICES                   | -           | 17,334      | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4304-000           | ENGINEERING SERVICES                | 7,548       | 7,237       | 5,898       | 273          | 7,500       | 7,500         | WSB General Services due to planned development in 2021                                                                                                                                                                                        |
| 001-4-19-4304-207           | ENGINEERING SERVICES                | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4304-310           | ENGINEERING SERVICES                | -           | 899         | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4305-000           | SOFTWARE & TECHNOLOGY SERVICE       | 2,981       | 6,716       | 3,090       | 1,823        | 3,750       | -             | Incode Software Annual Maintenance for Community Development Modules; Move to OpenGov PLC for 2021                                                                                                                                             |
| 001-4-19-4310-000           | GENERAL SERVICE FEES                | 20,761      | 5,965       | 2,880       | 450          | -           | 6,500         | PLC Merchant Processing Fees (\$6,000); Shredding Services (\$500)                                                                                                                                                                             |
| 001-4-19-4320-000           | COMMUNICATIONS DEVICES              | 138         | 162         | 243         | 112          | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4330-000           | POSTAGE                             | 642         | 692         | 819         | 273          | 750         | 850           | Public Notices, hearing, mailing permits, licenses, notification letters                                                                                                                                                                       |
| 001-4-19-4340-000           | PRINTING & BINDING                  | -           | 317         | 781         | 451          | -           | -             | Business Cards                                                                                                                                                                                                                                 |
| 001-4-19-4360-000           | DUES & SUBSCRIPTIONS                | 140         | 1,000       | -           | -            | 392         | 448           | EDAM; AICP; MN APA; The Association of Public Management Professionals of Minnesota                                                                                                                                                            |
| 001-4-19-4370-000           | TRAINING & TRAVEL                   | 196         | 250         | 3,571       | 125          | 2,500       | 2,100         | MNAPA Conference, Conference Mileage, Hotel for APA conference, Planning workshops, ICC Membership Cynthia and Olivia, ICC Training MM PALS (2 staff), Permit Technician Certification, Communication workshops, Permit Technician Webinar (2) |
| 001-4-19-4390-000           | ADVERTISING & LEGAL NOTICES         | -           | 66          | 23          | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4400-000           | GENERAL LIABILITY INSURANCE         | -           | 225         | 494         | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4410-000           | PROPERTY INSURANCE                  | -           | 248         | 582         | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4540-000           | FIBER SERVICE                       | -           | -           | 897         | 478          | 955         | 1,017         | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                                                                            |
| 001-4-19-4550-000           | BUILDING MAINTENANCE                | -           | 12,527      | 28,052      | -            | -           | -             |                                                                                                                                                                                                                                                |
| 001-4-19-4575-000           | GENERAL RENTALS                     | -           | 8,573       | 10,933      | 5,284        | 12,718      | 13,500        | Copiers                                                                                                                                                                                                                                        |
| 001-4-19-4580-000           | INFORMATION TECHNOLOGY              | -           | -           | -           | 8,750        | 17,500      | 17,500        | Allocation to IT Fund; No Increase for 2021                                                                                                                                                                                                    |
| 001-4-19-4630-000           | MISCELLANEOUS                       | 1,887       | -           | 50          | -            | -           | -             |                                                                                                                                                                                                                                                |
| TOTAL CONTRACTUAL SERVICES  |                                     | 109,499     | 160,248     | 152,130     | 44,905       | 116,565     | 129,315       |                                                                                                                                                                                                                                                |
| 001-4-19-4705-000           | OFFICE EQUIPMENT                    | -           | 398         | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| TOTAL CAPITAL               |                                     | -           | 398         | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| TOTAL TRANSFERS             |                                     | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                |
| TOTAL COMMUNITY DEVELOPMENT |                                     | 263,615     | 334,446     | 303,751     | 124,420      | 300,807     | 327,351       |                                                                                                                                                                                                                                                |

BUDGET YEAR: 2021  
FUND: GENERAL (001)  
DEPARTMENT: POLICE (21)

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION            | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of | 2020 Budget | 2021 Proposed | 2021 Proposed Budget Notes                                                                                                                                                                                                                                                                                                                                      |
|----------------------------|---------------------------------------|-------------|-------------|-------------|--------------|-------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            |                                       |             |             |             | 6/30/20      |             | Budget        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4010-000          | FULL-TIME SALARIES                    | 1,445,353   | 1,446,344   | 1,523,433   | 752,616      | 1,719,477   | 1,776,712     | Chief; Captain; 3 Sergeants; 13 Officers; 2 Office Admin / Record Technicians                                                                                                                                                                                                                                                                                   |
| 001-4-21-4011-000          | OVERTIME SALARIES                     | 86,313      | 110,619     | 114,774     | 47,163       | 60,000      | 60,000        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4020-000          | PART-TIME SALARIES                    | 36,373      | 58,371      | 1,699       | 8,013        | 27,400      | 29,376        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4030-000          | DEFERRED COMPENSATION                 | 39,820      | 41,462      | 40,546      | 21,277       | 49,607      | 47,542        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4031-000          | PERA CONTRIBUTION                     | 238,724     | 255,993     | 266,178     | 133,155      | 304,286     | 313,482       | PERA Rate Increases; 16.95% 2019; 17.70% 2020                                                                                                                                                                                                                                                                                                                   |
| 001-4-21-4032-000          | FICA CONTRIBUTION                     | 8,470       | 10,598      | 6,967       | 3,943        | 9,440       | 10,690        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4033-000          | MEDICARE CONTRIBUTION                 | 22,014      | 23,519      | 22,942      | 11,619       | 26,200      | 27,760        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4037-000          | EDUCATIONAL ASSISTANCE CONTRIBUTION   | 7,067       | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4040-000          | HEALTH INSURANCE                      | 190,342     | 170,822     | 203,764     | 87,930       | 211,207     | 225,383       |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4050-000          | WORKERS COMPENSATION INSURANCE        | 50,721      | 66,233      | 55,232      | 47,204       | 94,407      | 95,197        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4060-000          | UNEMPLOYMENT CLAIMS                   | -           | -           | -           | 7,384        | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4070-000          | OBEP BENEFITS                         | -           | -           | -           | -            | -           | 12,837        |                                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL PERSONNEL SERVICES   |                                       | 2,125,197   | 2,183,961   | 2,235,535   | 1,120,304    | 2,502,024   | 2,598,979     |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4110-000          | OFFICE SUPPLIES                       | 3,442       | 1,614       | 1,558       | 1,144        | 2,750       | 2,750         | General Office Supplies                                                                                                                                                                                                                                                                                                                                         |
| 001-4-21-4120-000          | OPERATING SUPPLIES                    | 3,302       | 4,196       | 2,400       | 4,039        | 7,033       | 7,033         | Police / community promotional hand outs (CPO)                                                                                                                                                                                                                                                                                                                  |
| 001-4-21-4120-C19          | OPERATING SUPPLIES C19                | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4150-000          | FIREARMS & FIREARMS TRAINING MATERIAL | 1,970       | -           | 692         | 5,066        | 15,000      | 15,000        | Firearms & Tasers                                                                                                                                                                                                                                                                                                                                               |
| 001-4-21-4210-000          | MOTOR FUELS                           | 32,777      | 38,792      | 22,630      | 9,798        | 35,000      | 35,000        | For Squads                                                                                                                                                                                                                                                                                                                                                      |
| 001-4-21-4230-000          | SMALL TOOLS & MINOR EQUIPMENT         | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4240-000          | UNIFORMS                              | 25,359      | 27,366      | 27,270      | 31,258       | 26,600      | 26,600        | 13 Officers CBA \$1200/ea.; 3 Sergeants CBA \$1200/ea.; Chief & Captain CBA \$1000/ea.; 2 Admin-provided as needed; Reserve Officers-provided as needed; Outfit new officer(s) \$4,000-\$5,000/ea.; Also replace for damaged, and Polo shirts per CBA.                                                                                                          |
| TOTAL SUPPLIES             |                                       | 66,850      | 71,968      | 54,550      | 51,305       | 86,383      | 86,383        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4300-000          | GENERAL CONTRACT/CONSULTING           | 63,691      | 61,751      | 54,702      | 21,678       | 51,727      | 57,626        | Ramsey County 911/Dispatch Services - 2021 total \$96,042 with police & fire split 60/40 (police share \$57,626)                                                                                                                                                                                                                                                |
| 001-4-21-4302-000          | LEGAL SERVICES                        | -           | 86,365      | 92,794      | 43,463       | 84,320      | 84,320        |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4305-000          | SOFTWARE & TECHNOLOGY SERVICE         | 51,395      | 11,667      | 15,767      | 16,556       | 16,241      | 16,241        | LETG Annual Maintenance & Support (\$15,767.39 - 2019) budgeted 3% increase                                                                                                                                                                                                                                                                                     |
| 001-4-21-4310-000          | GENERAL SERVICE FEES                  | 18,382      | 19,875      | 21,140      | 6,600        | 22,500      | 22,500        | Youth Services Bureau (\$12,155 - 2020); BCA CJDN Access & Connection; BCA Miscellaneous FP Fees; Shredding Services                                                                                                                                                                                                                                            |
| 001-4-21-4311-000          | COURT & BOOKING FEES                  | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4312-000          | ANIMAL SHELTER BOARDING FEES          | 1,135       | 1,050       | 570         | 198          | 1,100       | 1,100         | Otter Lake Animal Care Center (OLACC) - (Prev - Hillcrest Animal Hospital)                                                                                                                                                                                                                                                                                      |
| 001-4-21-4315-000          | PERSONNEL TESTING                     | -           | 1,642       | 6,640       | 858          | 3,000       | 3,000         | \$1,500 per officer medical / physical                                                                                                                                                                                                                                                                                                                          |
| 001-4-21-4320-000          | COMMUNICATIONS DEVICES                | 23,190      | 21,912      | 28,304      | 10,780       | 22,000      | 22,000        | 17 Total Cell Phones for Department; AnComm 800 MHz Radio Support & Repair; Verizon Wireless Air Cards for Squads                                                                                                                                                                                                                                               |
| 001-4-21-4330-000          | POSTAGE                               | 164         | 273         | 181         | 184          | 250         | 250           |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4340-000          | PRINTING & BINDING                    | 820         | 379         | 815         | 528          | 500         | 500           | Business Cards                                                                                                                                                                                                                                                                                                                                                  |
| 001-4-21-4360-000          | DUES & SUBSCRIPTIONS                  | 2,255       | 2,519       | 2,314       | 1,491        | 1,860       | 1,860         | Ramsey County Chiefs (2), MN Chiefs (2), Rotary (2), Tri County, MN Crime Prevention, SRO Training. ATOM, IACP                                                                                                                                                                                                                                                  |
| 001-4-21-4370-000          | TRAINING & TRAVEL                     | 14,586      | 18,846      | 23,428      | 6,057        | 15,000      | 15,000        | Continuing Ed for officers                                                                                                                                                                                                                                                                                                                                      |
| 001-4-21-4390-000          | ADVERTISING & LEGAL NOTICES           | -           | -           | -           | -            | 900         | 900           | Legal notices and advertising for positions                                                                                                                                                                                                                                                                                                                     |
| 001-4-21-4400-000          | GENERAL LIABILITY INSURANCE           | -           | -           | 6,670       | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4410-000          | PROPERTY INSURANCE                    | -           | 968         | 7,068       | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4420-000          | AUTOMOTIVE INSURANCE                  | -           | 14,105      | 16,145      | 11,705       | 15,791      | 16,817        | Vehicle Insurance Increase of 6.5%                                                                                                                                                                                                                                                                                                                              |
| 001-4-21-4520-000          | REPAIR/MAINTENANCE - EQUIPME          | 2,778       | (596)       | 232         | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4530-000          | REPAIR/MAINTENANCE - VEHICLE          | 132         | 96          | 315         | 130          | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4540-000          | FIBER SERVICE                         | -           | -           | 4,137       | 2,203        | 4,406       | 4,692         | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                                                                                                                                                                                             |
| 001-4-21-4550-000          | BUILDING MAINTENANCE                  | -           | 48,915      | 120,098     | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4570-000          | EQUIPMENT RENTAL                      | 87,414      | 113,616     | 118,850     | 65,175       | 130,350     | 130,350       | Budgeting for vehicle replacement based on annual depreciation (including new squad cameras); Patrol 4-8 year schedule; Reserve 9 year schedule; Admin. 9 year schedule; Reserves 12 year schedule; 800 MHz Radios-140 total radios: \$560,000 (Over 15 years @\$4,000 Radio) - Phase in Over 3 Years; Fire 43%, Police 43%, Public works 7%, Electric Dept 7%. |
| 001-4-21-4575-000          | GENERAL RENTALS                       | -           | 2,435       | 4,446       | 2,330        | 4,100       | 4,650         |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4580-000          | INFORMATION TECHNOLOGY                | -           | -           | -           | 67,250       | 134,500     | 134,500       | Copiers                                                                                                                                                                                                                                                                                                                                                         |
| 001-4-21-4600-000          | CONTRACTED REPAIR & MAINT.            | 106,709     | 51,295      | 31,927      | 17,199       | 42,000      | 42,000        | Allocation to IT Fund; No increase for 2021                                                                                                                                                                                                                                                                                                                     |
| 001-4-21-4630-000          | MISCELLANEOUS                         | 3,857       | 6,983       | 902         | 953          | -           | -             | Squad Repairs & washes; 2017 included \$36,052.50 for the police front desk window                                                                                                                                                                                                                                                                              |
| TOTAL CONTRACTUAL SERVICES |                                       | 376,508     | 464,096     | 557,445     | 275,338      | 550,545     | 558,307       |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4700-000          | FURNITURE & FIXTURES                  | 7,115       | 975         | 225         | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4705-000          | OFFICE EQUIPMENT                      | 5,615       | 2,954       | 4,664       | -            | 3,000       | 3,000         |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4710-000          | FIELD EQUIPMENT                       | 258         | 992         | 2,063       | 240          | 1,200       | 1,200         |                                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-21-4720-000          | VEHICLES                              | 1           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL CAPITAL              |                                       | 12,989      | 4,921       | 6,952       | 240          | 4,200       | 4,200         |                                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL TRANSFERS            |                                       | -           | -           | -           | -            | -           | -             |                                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL POLICE               |                                       | 2,581,544   | 2,724,946   | 2,854,482   | 1,447,187    | 3,143,152   | 3,247,869     |                                                                                                                                                                                                                                                                                                                                                                 |

BUDGET YEAR: 2021  
FUND: GENERAL (001)  
DEPARTMENT: FIRE & CODE ENFORCEMENT (26)

| GENERAL LEDGER CODE           | GENERAL LEDGER DESCRIPTION     | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                                                                                                                                                                      |
|-------------------------------|--------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-26-4010-000             | FULL-TIME SALARIES             | 228,686     | 234,073     | 163,819     | 76,893                  | 169,582     | 181,792                 | Fire Chief; (1) Fire Inspectors                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4011-000             | OVERTIME SALARIES              | 29,109      | 33,437      | 24,714      | 5,971                   | 30,000      | 30,000                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4020-000             | PART-TIME SALARIES             | 160,195     | 159,600     | 207,529     | 113,091                 | 300,000     | 300,000                 | 2 Part-time Inspectors/Code Compliance; Paid-On-Call Firefighters                                                                                                                                                                                                                                                                               |
| 001-4-26-4030-000             | DEFERRED COMPENSATION          | 7,540       | 7,974       | 6,570       | 3,570                   | 8,205       | 8,496                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4031-000             | PERA CONTRIBUTION              | 39,600      | 42,043      | 31,405      | 15,313                  | 39,089      | 41,521                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4032-000             | FICA CONTRIBUTION              | 11,645      | 12,798      | 14,400      | 7,409                   | 18,600      | 18,729                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4033-000             | MEDICARE CONTRIBUTION          | 5,648       | 6,164       | 5,473       | 2,797                   | 7,244       | 7,544                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4034-000             | FIRE RELIEF CONTRIBUTION       | 96,625      | 91,453      | 72,192      | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4040-000             | HEALTH INSURANCE               | 37,806      | 36,339      | 30,903      | 14,194                  | 28,373      | 30,106                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4050-000             | WORKERS COMPENSATION INSURANCE | 22,378      | 32,267      | 22,227      | 19,709                  | 39,417      | 39,230                  | Fire Chief (7716) Non Smoking FF; Deputy Fire Chief & Fire Inspector (9410); Volunteer FF (7708) Smoking FF (Non returned forms)                                                                                                                                                                                                                |
| 001-4-26-4055-000             | CITY VOLUNTEER INSURANCE       | -           | -           | 570         | 570                     | 600         | 600                     |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4070-000             | OPEB BENEFITS                  | -           | -           | -           | -                       | -           | 3,521                   |                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL PERSONNEL SERVICES      |                                | 639,232     | 656,148     | 579,802     | 259,517                 | 641,110     | 661,539                 |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4110-000             | OFFICE SUPPLIES                | 702         | 577         | 240         | 210                     | 800         | 800                     | General Office Supplies (Copy paper, Toner, etc.)                                                                                                                                                                                                                                                                                               |
| 001-4-26-4115-000             | TRAINING SUPPLIES              | 3,529       | 2,431       | 150         | -                       | 2,500       | 2,500                   |                                                                                                                                                                                                                                                                                                                                                 |
|                               |                                |             |             |             |                         |             |                         | EMS supplies (bandages, stretchers, air ways, O2 supplies, BP cuffs, glucose monitors, pulse oximeters); Personal Protective-(Helmets, hoods, gloves, boots, safety glasses, suspenders); Decals-(Helmet ID, vehicle markings/lettering/ID, locker name tags, PAR tags, ID tags), Floor Dry.                                                    |
| 001-4-26-4120-000             | OPERATING SUPPLIES             | 17,270      | 15,090      | 13,518      | 7,314                   | 16,020      | 16,020                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4120-C19             | OPERATING SUPPLIES C19         | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
|                               |                                |             |             |             |                         |             |                         | Fire Prevention Week: Supplies for school presentations & poster prize money; Fire Prevention Materials: Handouts to promote fire safety; Public Safety Open House; Safe Haven: Program paid for through HRA (Smoke & CO Detectors)                                                                                                             |
| 001-4-26-4140-000             | FIRE PREVENTION SUPPLIES       | -           | 3,718       | 2,593       | -                       | 3,500       | 3,500                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4210-000             | MOTOR FUELS                    | 5,860       | 7,072       | 6,141       | 2,254                   | 6,000       | 6,000                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4211-000             | LUBRICANTS & ADDITIVES         | 50          | -           | 12          | 77                      | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4215-000             | CHEMICALS & CHEMICAL PRODUCT   | 128         | 1,526       | 460         | -                       | 1,000       | 1,000                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4230-000             | SMALL TOOLS & MINOR EQUIPMENT  | 4,241       | 107         | 221         | 258                     | 1,500       | 1,500                   | Small hand tools; Pike Poles, Axe, shovels, Brooms, Squeegees, Wrenches, Sockets, Power Drills/Saw                                                                                                                                                                                                                                              |
| 001-4-26-4240-000             | UNIFORMS                       | 7,711       | 4,476       | 69,543      | 11,115                  | 25,000      | 25,000                  | PPE; Turnout Gear and Class A, B, & C Duty uniforms including protective duty boots.                                                                                                                                                                                                                                                            |
| TOTAL SUPPLIES                |                                | 39,491      | 34,997      | 92,878      | 21,228                  | 56,320      | 56,320                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4300-000             | GENERAL CONTRACT/CONSULTING    | 33,998      | 69,692      | 42,925      | 16,833                  | 40,484      | 38,417                  | Ramsey County 911/Dispatch Services - 2021 total \$96,042 with police & fire split 60/40 (Fire share \$38,417)                                                                                                                                                                                                                                  |
| 001-4-26-4301-000             | FINANCIAL SERVICES             | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4302-000             | LEGAL SERVICES                 | -           | 14,792      | 5,561       | 645                     | 8,500       | 8,500                   | Generally relating to Code Compliance/Rental Property Issues                                                                                                                                                                                                                                                                                    |
| 001-4-26-4304-000             | ENGINEERING SERVICES           | 76          | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4305-000             | SOFTWARE & TECHNOLOGY SERVICE  | 22,261      | 8,905       | 2,912       | 2,466                   | 2,440       | 2,440                   | Fire Cable Service (\$25 / Month); Employee Scheduling System (Aladtec - \$1,600 per year); Drop Send (\$45 / Month)                                                                                                                                                                                                                            |
|                               |                                |             |             |             |                         |             |                         | City wide flu shots; radio and pager repair and programming; arial and ground ladder testing, servicing of outdoor warning siren at city hall, mobile radio repairs, SCBA repair and maint; SCBA testing; breathing air lab sampling; turnout gear washing service; service on pressure washer system, firehouse pressure testing and barcoding |
| 001-4-26-4310-000             | GENERAL SERVICE FEES           | 10,963      | 5,373       | 6,319       | 1,621                   | 9,000       | 9,000                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4315-000             | PERSONNEL TESTING              | -           | 3,147       | 5,159       | 289                     | 2,000       | 2,000                   |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4320-000             | COMMUNICATIONS DEVICES         | 5,304       | 10,936      | 10,693      | 4,881                   | 4,800       | 4,800                   | Cell phones (plan and device)                                                                                                                                                                                                                                                                                                                   |
| 001-4-26-4330-000             | POSTAGE                        | 1,959       | 891         | 575         | 215                     | 1,856       | 1,856                   | Rental housing license mailers; code enforcement notices                                                                                                                                                                                                                                                                                        |
| 001-4-26-4340-000             | PRINTING & BINDING             | 1,335       | 221         | 359         | -                       | 800         | 800                     | Inspection forms, door hangers, letterhead                                                                                                                                                                                                                                                                                                      |
|                               |                                |             |             |             |                         |             |                         | Capitol City Regional Fire Fighters; Ramsey County Fire Chiefs Association; Minnesota Chapter IAAI; AMEM Emergency Management; Minnesota State Fire Department Association; Minnesota State Fire Chiefs Association; Minnesota Fire Certification Board; National Fire Codes                                                                    |
| 001-4-26-4360-000             | DUES & SUBSCRIPTIONS           | 4,317       | 2,901       | 3,199       | 1,075                   | 3,110       | 3,110                   | Fire & EMS Training (classroom & online); East Metro Public Safety Training Faculty JPA                                                                                                                                                                                                                                                         |
| 001-4-26-4370-000             | TRAINING & TRAVEL              | 20,794      | 20,627      | 29,896      | 10,434                  | 22,000      | 22,000                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4390-000             | ADVERTISING & LEGAL NOTICES    | -           | 20          | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4400-000             | GENERAL LIABILITY INSURANCE    | -           | -           | 2,214       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4410-000             | PROPERTY INSURANCE             | -           | 1,418       | 2,715       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4420-000             | AUTOMOTIVE INSURANCE           | -           | 2,867       | 3,192       | 2,288                   | 3,085       | 3,286                   | Vehicle Insurance Increase of 6.5%                                                                                                                                                                                                                                                                                                              |
| 001-4-26-4430-000             | OTHER INSURANCE                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4481-000             | GENERAL LIABILITY INSURANCE    | -           | 570         | -           | -                       | 570         | 570                     | Volunteer Life / Accident                                                                                                                                                                                                                                                                                                                       |
| 001-4-26-4540-000             | FIBER SERVICE                  | -           | -           | 3,498       | 1,863                   | 3,725       | 3,968                   | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                                                                                                                                                                             |
| 001-4-26-4550-000             | BUILDING MAINTENANCE           | -           | 71,620      | 147,906     | 15,000                  | 30,000      | 30,000                  |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4570-000             | EQUIPMENT RENTAL               | 35,796      | 52,685      | 59,150      | 31,075                  | 62,150      | 62,150                  | Annual Transfer to the Equipment Replacement Fund                                                                                                                                                                                                                                                                                               |
| 001-4-26-4575-000             | GENERAL RENTALS                | -           | 2,844       | 3,115       | 1,531                   | 7,078       | 7,078                   | Copiers Leases                                                                                                                                                                                                                                                                                                                                  |
| 001-4-26-4580-000             | INFORMATION TECHNOLOGY         | -           | -           | -           | 18,000                  | 36,000      | 36,000                  | Allocation to IT Fund; No increase for 2021                                                                                                                                                                                                                                                                                                     |
| 001-4-26-4600-000             | CONTRACTED REPAIR & MAINT.     | 50,684      | 51,540      | 36,208      | 8,727                   | 40,000      | 40,000                  | Maintenance repair on all vehicles                                                                                                                                                                                                                                                                                                              |
| 001-4-26-4620-000             | AWARDS & INDEMNITIES           | 313         | 465         | 1,224       | 384                     | 900         | 900                     | Plaques and awards at annual banquet.                                                                                                                                                                                                                                                                                                           |
| 001-4-26-4630-000             | MISCELLANEOUS                  | 753         | 4,072       | 1,536       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL CONTRACTUAL SERVICES    |                                | 188,553     | 325,586     | 368,356     | 117,327                 | 278,498     | 276,875                 |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4700-000             | FURNITURE & FIXTURES           | -           | 170         | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4705-000             | OFFICE EQUIPMENT               | -           | 1,792       | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4710-000             | FIELD EQUIPMENT                | -           | 29,923      | 5,881       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL CAPITAL                 |                                | -           | 31,885      | 5,881       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                                                 |
| 001-4-26-4920-000             | OTHER OPERATING TRANSFERS      | -           | -           | -           | 45,500                  | 91,000      | 91,000                  | Includes City Contribution as well as State Fire Aid                                                                                                                                                                                                                                                                                            |
| TOTAL TRANSFERS               |                                | -           | -           | -           | 45,500                  | 91,000      | 91,000                  |                                                                                                                                                                                                                                                                                                                                                 |
| TOTAL FIRE & CODE ENFORCEMENT |                                | 867,276     | 1,048,616   | 1,046,917   | 443,572                 | 1,066,928   | 1,085,734               |                                                                                                                                                                                                                                                                                                                                                 |

**BUDGET YEAR: 2021**  
**FUND: GENERAL (001)**  
**DEPARTMENT: INSPECTIONS (28)**

| GENERAL LEDGER CODE               | GENERAL LEDGER DESCRIPTION     | 2017 Actual    | 2018 Actual    | 2019 Actual    | Actual as of<br>6/30/20 | 2020 Budget    | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                       |
|-----------------------------------|--------------------------------|----------------|----------------|----------------|-------------------------|----------------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| 001-4-28-4010-000                 | FULL-TIME SALARIES             | 89,715         | 73,493         | -              | -                       | -              | -                       | Building Official                                                                                                                |
| 001-4-28-4011-000                 | OVERTIME SALARIES              | 437            | -              | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4020-000                 | PART-TIME EMPLOYEES            | -              | -              | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4030-000                 | DEFERRED COMPENSATION          | 2,080          | 1,600          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4031-000                 | PERA CONTRIBUTION              | 6,762          | 5,046          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4032-000                 | FICA CONTRIBUTIONS             | 5,540          | 4,725          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4033-000                 | MEDICARE CONTRUBUTION          | 1,296          | 1,105          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4040-000                 | HEALTH INSURANCE               | 8,678          | 6,131          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4050-000                 | WORKERS COMPENSATION INSURANCE | 568            | 748            | -              | -                       | -              | -                       |                                                                                                                                  |
| <b>TOTAL PERSONNEL SERVICES</b>   |                                | <b>115,076</b> | <b>92,848</b>  | <b>-</b>       | <b>-</b>                | <b>-</b>       | <b>-</b>                |                                                                                                                                  |
| 001-4-28-4110-000                 | OFFICE SUPPLIES                | 33             | 37             | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4120-000                 | OPERATING SUPPLIES             | 36             | -              | 362            | 137                     | -              | -                       |                                                                                                                                  |
| 001-4-28-4210-000                 | MOTOR FUELS                    | 153            | 110            | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4240-000                 | UNIFORMS                       | 216            | -              | -              | -                       | -              | -                       |                                                                                                                                  |
| <b>TOTAL SUPPLIES</b>             |                                | <b>438</b>     | <b>147</b>     | <b>362</b>     | <b>137</b>              | <b>-</b>       | <b>-</b>                |                                                                                                                                  |
| 001-4-28-4300-000                 | GENERAL CONTRACT/CONSULTING    | 12,962         | 63,056         | 395,545        | 71,521                  | 387,450        | 215,001                 | All plan review revenue, 90% of electric revenue, and 75% of other all other permit revenue remitted back to contract inspectors |
| 001-4-28-4302-000                 | LEGAL SERVICES                 | -              | 352            | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4305-000                 | SOFTWARE & TECHNOLOGY SERVICE  | -              | 685            | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4310-000                 | GENERAL SERVICE FEES           | -              | 3,606          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4320-000                 | COMMUNICATIONS DEVICES         | 605            | 219            | 265            | 112                     | -              | -                       |                                                                                                                                  |
| 001-4-28-4360-000                 | DUES & SUBSCRIPTIONS           | 200            | 100            | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4370-000                 | TRAINING & TRAVEL              | 2,617          | 360            | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4410-000                 | PROPERTY INSURANCE             | -              | 16             | 5              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4420-000                 | AUTOMOTIVE INSURANCE           | -              | 304            | 101            | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4540-000                 | FIBER SERVICE                  | -              | -              | 259            | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4550-000                 | BUILDING MAINTENANCE           | -              | 831            | 6,068          | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4560-000                 | CITY MECHANIC                  | -              | 100            | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4570-000                 | EQUIPMENT RENTAL               | 1,777          | 3,273          | -              | -                       | -              | -                       |                                                                                                                                  |
| 001-4-28-4580-000                 | INFORMATION TECHNOLOGY         | -              | -              | -              | 3,250                   | 6,500          | 6,500                   | Allocation to IT Fund; No increase for 2021                                                                                      |
| 001-4-28-4600-000                 | CONTRACTED REPAIR & MAINT.     | -              | 340            | -              | -                       | -              | -                       |                                                                                                                                  |
| <b>TOTAL CONTRACTUAL SERVICES</b> |                                | <b>18,161</b>  | <b>73,242</b>  | <b>402,243</b> | <b>74,883</b>           | <b>393,950</b> | <b>221,501</b>          |                                                                                                                                  |
| <b>TOTAL CAPITAL</b>              |                                | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>                | <b>-</b>       | <b>-</b>                |                                                                                                                                  |
| <b>TOTAL TRANSFERS</b>            |                                | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>                | <b>-</b>       | <b>-</b>                |                                                                                                                                  |
| <b>TOTAL INSPECTIONS</b>          |                                | <b>133,675</b> | <b>166,237</b> | <b>402,605</b> | <b>75,020</b>           | <b>393,950</b> | <b>221,501</b>          |                                                                                                                                  |

**BUDGET YEAR: 2021**  
**FUND: GENERAL (001)**  
**DEPARTMENT: STREET MAINTENANCE (31)**

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION         | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                                                                                                                                                  |
|----------------------------|------------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-31-4010-000          | FULL-TIME SALARIES                 | 208,552     | 231,763     | 241,976     | 126,053                 | 283,687     | 327,801                 |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4011-000          | OVERTIME SALARIES                  | 6,403       | 17,356      | 20,782      | 6,520                   | 25,000      | 25,000                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4020-000          | PART-TIME SALARIES                 | 20,293      | 28,106      | 30,140      | 2,280                   | 25,000      | 25,000                  | Part Time Seasonal; 67 Days each per Union Contract; 3 seasonals a \$15 per hour                                                                                                                                                                                                                                            |
| 001-4-31-4030-000          | DEFERRED COMPENSATION              | 6,276       | 7,648       | 7,561       | 4,275                   | 9,159       | 9,948                   |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4031-000          | PERA CONTRIBUTION                  | 16,136      | 19,337      | 19,604      | 9,695                   | 23,152      | 26,460                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4032-000          | FICA CONTRIBUTION                  | 13,787      | 17,665      | 18,108      | 8,514                   | 20,689      | 23,986                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4033-000          | MEDICARE CONTRIBUTION              | 3,224       | 4,131       | 4,236       | 1,991                   | 4,838       | 5,610                   |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4037-000          | EDUCATIONAL ASSISTANCE CONTR       | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4040-000          | HEALTH INSURANCE                   | 24,881      | 20,846      | 28,177      | 13,267                  | 33,053      | 40,750                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4050-000          | WORKERS COMPENSATION INSURANCE     | 15,336      | 16,009      | 11,170      | 11,088                  | 22,175      | 29,551                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4070-000          | OPEB BENEFITS                      | -           | -           | -           | -                       | -           | 2,599                   |                                                                                                                                                                                                                                                                                                                             |
| TOTAL PERSONNEL SERVICES   |                                    | 314,888     | 362,861     | 381,754     | 183,683                 | 446,753     | 516,705                 |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4110-000          | OFFICE SUPPLIES                    | -           | -           | -           | -                       | 100         | 100                     |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4120-000          | OPERATING SUPPLIES                 | 978         | -           | 849         | -                       | 1,500       | 1,500                   | Asphalt Degreasers, Seed, Erosion control, Batteries, Labels, barrier Tape, Paper Signs                                                                                                                                                                                                                                     |
| 001-4-31-4205-000          | SHOP MATERIALS                     | 553         | 2,944       | 346         | 46                      | 1,000       | 1,000                   |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4208-000          | CITY MECHANIC SUPPLIES             | -           | -           | -           | 23,031                  | -           | 39,495                  | Rags, Misc Aerosols, Hardware Blades                                                                                                                                                                                                                                                                                        |
| 001-4-31-4209-000          | CITY MECHANIC SHOP CHARGE          | -           | -           | -           | 220                     | -           | 500                     |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4210-000          | MOTOR FUELS                        | 13,290      | 23,014      | 26,916      | 7,682                   | 20,000      | 20,000                  | Fuel                                                                                                                                                                                                                                                                                                                        |
| 001-4-31-4215-000          | CHEMICALS & CHEMICAL PRODUCTS      | 3,550       | 10,121      | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4216-000          | SAND & SALT MATERIALS              | 38,110      | 24,328      | 62,717      | 24,061                  | 60,000      | 60,000                  | Salt Sand and Deicer                                                                                                                                                                                                                                                                                                        |
| 001-4-31-4220-000          | SIGNS & SIGN MAINTENANCE MATERIALS | 14,877      | 17,001      | 9,055       | 10,189                  | 17,500      | 17,500                  | Street Sign replacements                                                                                                                                                                                                                                                                                                    |
| 001-4-31-4230-000          | SMALL TOOLS & MINOR EQUIPMENT      | 3,541       | 355         | 1,278       | 162                     | 3,000       | 3,000                   | Any Tool replacements, shovels, rakes, specialty tools.                                                                                                                                                                                                                                                                     |
| 001-4-31-4235-000          | MAINTENANCE MATERIALS              | 38,577      | 48,902      | 31,229      | 8,479                   | 40,000      | 40,000                  | Asphalt Paving Materials, Dirt, Concrete                                                                                                                                                                                                                                                                                    |
| 001-4-31-4240-000          | UNIFORMS                           | 4,146       | 2,798       | 2,522       | 1,975                   | 2,095       | 2,095                   | Uniform and PPE                                                                                                                                                                                                                                                                                                             |
| TOTAL SUPPLIES             |                                    | 117,622     | 129,463     | 134,912     | 75,845                  | 145,195     | 185,190                 |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4300-000          | GENERAL CONTRACT/CONSULTING        | 8,770       | 7,911       | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4302-000          | LEGAL SERVICES                     | -           | 2,696       | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
|                            |                                    |             |             |             |                         |             |                         | General Engineering Activity (2018 activity includes. Street Ratings, Handicap stall, letter of support for corridors of commerce, Meeting with Craig sen wiger, As built updates to datalink, Various preplanning for Projects, County meetings for overlays, Mapping(garbage and recycling), Traffic Counts for State aid |
| 001-4-31-4304-000          | ENGINEERING SERVICES               | 22,781      | 13,050      | 18,983      | 6,572                   | 14,500      | 14,500                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4304-506          | ENGINEERING SERVICES               | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4305-000          | SOFTWARE & TECHNOLOGY SERVICE      | -           | 405         | -           | 570                     | -           | -                       | Simple Sign Software Program                                                                                                                                                                                                                                                                                                |
| 001-4-31-4307-000          | SANITATION & RECYCLING SERVICE     | 1,301       | 1,244       | 744         | 847                     | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
|                            |                                    |             |             |             |                         |             |                         | Snow Removal & Hauling Services, Boulevard Repairs, Seeding/Sod, Boulevard Irrigation Repairs, Pavement Striping; Concrete Work / Sidewalk, Curb & Street Patching, Asphalt Patching & Paving Graffiti removal, County Striping                                                                                             |
| 001-4-31-4310-000          | GENERAL SERVICE FEES               | 33,277      | 45,360      | 56,478      | 7,110                   | 60,500      | 60,500                  |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4315-000          | PERSONNEL TESTING                  | -           | 31          | 332         | 86                      | 1,200       | 1,200                   | Drug Testing                                                                                                                                                                                                                                                                                                                |
| 001-4-31-4320-000          | COMMUNICATIONS DEVICES             | 1,207       | 1,746       | 1,032       | 591                     | 2,520       | 2,520                   | Cell Phone replacements and Service                                                                                                                                                                                                                                                                                         |
| 001-4-31-4330-000          | POSTAGE                            | 117         | 112         | 93          | 41                      | 300         | 300                     | Postage                                                                                                                                                                                                                                                                                                                     |
| 001-4-31-4340-000          | PRINTING & BINDING                 | 60          | 52          | 315         | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4360-000          | DUES & SUBSCRIPTIONS               | 99          | 283         | -           | 305                     | 300         | 300                     | Amazon Prime Subscription; County License Fee                                                                                                                                                                                                                                                                               |
| 001-4-31-4370-000          | TRAINING & TRAVEL                  | 240         | 405         | -           | 60                      | 450         | 450                     | Tree Inspector Program Registration Fee, MN Fall Expo                                                                                                                                                                                                                                                                       |
| 001-4-31-4400-000          | GENERAL LIABILITY INSURANCE        | -           | -           | 2,143       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4410-000          | PROPERTY INSURANCE                 | -           | -           | 2,170       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4420-000          | AUTOMOTIVE INSURANCE               | -           | 2,893       | 3,476       | 2,570                   | 3,466       | 3,691                   | Vehicle Insurance Increase of 6.5%                                                                                                                                                                                                                                                                                          |
| 001-4-31-4510-000          | REFUSE & RECYCLING                 | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4520-000          | REPAIR/MAINT-EQUIPMENT             | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4540-000          | FIBER SERVICE                      | -           | -           | 2,000       | 1,065                   | 2,130       | 2,268                   | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                                                                                                                                                         |
| 001-4-31-4550-000          | BUILDING MAINTENANCE               | -           | 15,835      | 4,052       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4560-000          | CITY MECHANIC                      | 58,902      | 90,244      | 100,160     | 9,625                   | 85,000      | 8,750                   | City Mechanic Charge                                                                                                                                                                                                                                                                                                        |
| 001-4-31-4570-000          | EQUIPMENT RENTAL                   | 132,203     | 162,433     | 170,767     | 92,190                  | 184,379     | 184,379                 | Annual Payment & Transfer to the Equipment Fund                                                                                                                                                                                                                                                                             |
| 001-4-31-4575-000          | GENERAL RENTALS                    | -           | -           | 888         | -                       | -           | -                       | Copier Lease                                                                                                                                                                                                                                                                                                                |
| 001-4-31-4580-000          | INFORMATION TECHNOLOGY             | -           | -           | -           | 6,500                   | 13,000      | 13,650                  | Allocation to IT Fund; No increase for 2021                                                                                                                                                                                                                                                                                 |
| 001-4-31-4600-000          | CONTRACTED REPAIR & MAINT.         | 14,794      | 11,508      | 2,475       | -                       | 20,000      | 20,000                  | Sidewalk repair annual 50% downtown / 50% city wide                                                                                                                                                                                                                                                                         |
| TOTAL CONTRACTUAL SERVICES |                                    | 273,751     | 356,208     | 366,108     | 128,132                 | 387,745     | 312,509                 |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4710-000          | FIELD EQUIPMENT                    | -           | -           | 925         | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4725-000          | HEAVY MACHINERY                    | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4750-000          | IMPROVEMENTS OTHER THAN BLDG       | -           | -           | 9,906       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| TOTAL CAPITAL              |                                    | -           | -           | 10,831      | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                                             |
| 001-4-31-4920-000          | OTHER OPERATING TRANFERS           | 100,000     | 100,000     | 50,000      | 25,000                  | 50,000      | 50,000                  | Transfer to Street Maintenance (Fund 011)                                                                                                                                                                                                                                                                                   |
| TOTAL TRANSFERS            |                                    | 100,000     | 100,000     | 50,000      | 25,000                  | 50,000      | 50,000                  |                                                                                                                                                                                                                                                                                                                             |
| TOTAL STREET MAINTENANCE   |                                    | 806,261     | 948,532     | 943,605     | 412,660                 | 1,029,693   | 1,064,404               |                                                                                                                                                                                                                                                                                                                             |

**BUDGET YEAR: 2021**  
**FUND: GENERAL (001)**  
**DEPARTMENT: URBAN FORESTRY (36)**

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION     | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                          |
|----------------------------|--------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-36-4010-000          | FULL-TIME SALARIES             | 66,209      | 69,999      | 72,367      | 29,062                  | 63,964      | 70,542                  |                                                                                                                                                                                     |
| 001-4-36-4011-000          | OVERTIME SALARIES              | 1,702       | 5,297       | 3,990       | 139                     | 1,600       | 1,600                   |                                                                                                                                                                                     |
| 001-4-36-4020-000          | PART-TIME SALARIES             | 2,431       | 5,460       | 6,657       | 2,292                   | 9,000       | 9,000                   | Part Time Seasonal; 67 Days each per Union Contract; 1 seasonal at \$16 per hour                                                                                                    |
| 001-4-36-4030-000          | DEFERRED COMPENSATION          | 2,109       | 2,184       | 2,092       | 959                     | 1,931       | 2,035                   |                                                                                                                                                                                     |
| 001-4-36-4031-000          | PERA CONTRIBUTION              | 5,129       | 5,845       | 5,992       | 2,276                   | 4,917       | 5,411                   |                                                                                                                                                                                     |
| 001-4-36-4032-000          | FICA CONTRIUBTION              | 4,392       | 5,167       | 5,361       | 2,083                   | 4,623       | 5,157                   |                                                                                                                                                                                     |
| 001-4-36-4033-000          | MEDICARE CONTRIBUTION          | 1,027       | 1,208       | 1,254       | 487                     | 1,081       | 1,206                   |                                                                                                                                                                                     |
| 001-4-36-4040-000          | HEALTH INSURANCE               | 11,699      | 11,523      | 10,065      | 3,099                   | 6,808       | 8,097                   |                                                                                                                                                                                     |
| 001-4-36-4050-000          | WORKERS COMPENSATION INSURANCE | 2,753       | 3,935       | 2,629       | 2,470                   | 4,939       | 7,395                   |                                                                                                                                                                                     |
| 001-4-36-4070-000          | OPEB BENEFITS                  | -           | -           | -           | -                       | -           | 558                     |                                                                                                                                                                                     |
| TOTAL PERSONNEL SERVICES   |                                | 97,451      | 110,618     | 110,407     | 42,867                  | 98,863      | 111,001                 |                                                                                                                                                                                     |
| 001-4-36-4110-000          | OFFICE SUPPLIES                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                     |
| 001-4-36-4120-000          | OPERATING SUPPLIES             | -           | 900         | -           | -                       | 1,000       | 1,000                   | Bar Oil                                                                                                                                                                             |
| 001-4-36-4205-000          | SHOP MATERIALS                 | -           | 13          | -           | 1,042                   | 500         | 500                     | Chainsaw Parts and Supplies                                                                                                                                                         |
| 001-4-36-4208-000          | CITY MECHANIC SUPPLIES         | -           | -           | -           | 3,062                   | -           | 4,201                   |                                                                                                                                                                                     |
| 001-4-36-4209-000          | CITY MECHANIC SHOP CHARGE      | -           | -           | -           | 40                      | -           | 120                     |                                                                                                                                                                                     |
| 001-4-36-4210-000          | MOTOR FUELS                    | 2,624       | 4,910       | 2,527       | 1,649                   | 3,250       | 3,250                   | Fuel                                                                                                                                                                                |
| 001-4-36-4211-000          | LUBRICANTS & ADDITIVES         | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                     |
| 001-4-36-4215-000          | CHEMICALS & CHEMICAL PRODUCT   | -           | -           | -           | -                       | 500         | 500                     | Tree Care Products                                                                                                                                                                  |
| 001-4-36-4230-000          | SMALL TOOLS & MINOR EQUIPMEN   | 344         | -           | 1,086       | 1,148                   | 2,500       | 2,500                   | Small Tools and Chainsaws                                                                                                                                                           |
| 001-4-36-4235-000          | MAINTENANCE MATERIALS          | 6,239       | 4,587       | 2,076       | 163                     | 2,000       | 2,000                   | Black Dirt, seed and Stakes                                                                                                                                                         |
| 001-4-36-4240-000          | UNIFORMS                       | 265         | 263         | 658         | 298                     | 500         | 500                     |                                                                                                                                                                                     |
| TOTAL SUPPLIES             |                                | 9,472       | 10,673      | 6,347       | 7,402                   | 10,250      | 14,571                  |                                                                                                                                                                                     |
| 001-4-36-4300-000          | GENERAL CONTRACT/CONSULTING    | 8,987       | 5,199       | -           | -                       | -           | -                       |                                                                                                                                                                                     |
| 001-4-36-4305-000          | SOFTWARE & TECHNOLOGY SERVICE  | -           | 113         | -           | 1,021                   | 500         | 500                     |                                                                                                                                                                                     |
| 001-4-36-4310-000          | GENERAL SERVICE FEES           | 7,870       | 5,604       | 6,764       | 120                     | 7,500       | 7,500                   | Tree and Stump Removal                                                                                                                                                              |
| 001-4-36-4320-000          | COMMUNICATIONS DEVICES         | -           | -           | -           | 6                       |             |                         |                                                                                                                                                                                     |
| 001-4-36-4360-000          | DUES & SUBSCRIPTIONS           | -           | -           | -           | -                       |             |                         |                                                                                                                                                                                     |
| 001-4-36-4370-000          | TRAINING & TRAVEL              | 676         | 699         | 235         | 100                     | 1,000       | 1,000                   | Annual Training                                                                                                                                                                     |
| 001-4-36-4400-000          | GENERAL LIABILITY INSURANCE    |             |             | 422         | -                       | -           | -                       |                                                                                                                                                                                     |
| 001-4-36-4410-000          | PROPERTY INSURANCE             |             |             | 427         | -                       | -           | -                       |                                                                                                                                                                                     |
| 001-4-36-4420-000          | AUTOMOTIVE INSURANCE           | -           | 703         | 882         | 662                     | 893         | 951                     | Vehicle Insurance Increase of 6.5%                                                                                                                                                  |
| 001-4-36-4550-000          | BUILDING MAINTENANCE           | -           | -           | 703         | -                       | -           | -                       |                                                                                                                                                                                     |
| 001-4-36-4560-000          | CITY MECHANIC                  | 11,970      | 6,681       | 38,540      | 1,650                   | 11,000      | 1,500                   | All repairs are ran through the city mechanic and is recorded and charged out accordingly                                                                                           |
| 001-4-36-4570-000          | EQUIPMENT RENTAL               | 24,000      | 20,666      | 29,167      | 14,584                  | 29,167      | 29,167                  | Annual Payment & Transfer to the Equipment Fund                                                                                                                                     |
| 001-4-36-4580-000          | INFORMATION TECHNOLOGY         | -           | -           | -           | 3,250                   | 6,500       | 6,500                   | Allocation to IT Fund; No increase for 2021                                                                                                                                         |
| TOTAL CONTRACTUAL SERVICES |                                | 53,503      | 39,665      | 77,140      | 21,393                  | 56,560      | 47,118                  |                                                                                                                                                                                     |
| 001-4-36-4750-000          | IMPROVEMENTS OTHER THAN BLDG   | 18,288      | 11,955      | 6,000       | 18,487                  | 45,000      | 45,000                  | City-Wide Tree Replacement; EAB Plan/Implementation; Current Year Notes: \$21,000 increase to address eab to remove 120 a year up from 55 this would make for 10 year removal plan. |
| TOTAL CAPITAL              |                                | 18,288      | 11,955      | 6,000       | 18,487                  | 45,000      | 45,000                  |                                                                                                                                                                                     |
| TOTAL TRANSFERS            |                                | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                     |
| TOTAL URBAN FORESTRY       |                                | 178,714     | 172,911     | 199,894     | 90,149                  | 210,673     | 217,690                 |                                                                                                                                                                                     |

BUDGET YEAR: 2021  
FUND: GENERAL (001)  
DEPARTMENT: PARKS (40)

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION                | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                                                                                                                      |
|----------------------------|-------------------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-40-4010-000          | FULL-TIME SALARIES                        | 94,290      | 86,943      | 86,997      | 57,181                  | 127,128     | 247,381                 |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4011-000          | OVERTIME SALARIES                         | 4,679       | 9,110       | 9,869       | 213                     | 5,000       | 5,000                   |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4020-000          | PART-TIME EMPLOYEES                       | 32,778      | 34,126      | 12,719      | 4,440                   | 41,000      | 41,000                  | Part Time Seasonal; 67 Days each per Union Contract; 5 seasonal at \$15 per hour                                                                                                                                                                                                                |
| 001-4-40-4030-000          | DEFERRED COMPENSATION                     | 2,788       | 2,721       | 2,639       | 1,986                   | 4,141       | 7,401                   |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4031-000          | PERA CONTRIBUTION                         | 7,809       | 7,389       | 7,095       | 4,402                   | 9,910       | 18,929                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4032-000          | FICA CONTRIBUTION                         | 7,845       | 8,250       | 6,722       | 4,080                   | 10,734      | 18,648                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4033-000          | MEDICARE CONTRIBUTION                     | 1,835       | 1,929       | 1,573       | 954                     | 2,510       | 4,361                   |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4040-000          | HEALTH INSURANCE                          | 9,227       | 7,730       | 8,720       | 5,490                   | 14,102      | 32,959                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4050-000          | WORKERS COMPENSATION INSURANCE            | 6,063       | 7,165       | 5,287       | 5,666                   | 11,332      | 15,433                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4070-000          | OPEB BENEFITS                             | -           | -           | -           | -                       | -           | 2,018                   |                                                                                                                                                                                                                                                                                                 |
| TOTAL PERSONNEL SERVICES   |                                           | 167,314     | 165,363     | 141,621     | 84,412                  | 225,857     | 393,130                 |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4110-000          | OFFICE SUPPLIES                           | -           | 38          | -           | -                       | 500         | 500                     |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4120-000          | OPERATING SUPPLIES                        | 1,612       | 39          | 8,123       | 380                     | 4,200       | 6,000                   | Operating Supplies                                                                                                                                                                                                                                                                              |
| 001-4-40-4205-000          | SHOP MATERIALS                            | 1,317       | 30          | 1,326       | -                       | 1,000       | 1,000                   | Hardware, Blades, Wood, Misc Materials                                                                                                                                                                                                                                                          |
| 001-4-40-4205-411          | MAINTENANCE MATERIALS - SOUTHWOOD         | -           | 25          | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4208-000          | CITY MECHANIC SUPPLIES                    | -           | -           | -           | 5,620                   | -           | 11,500                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4209-000          | CITY MECHANIC SHOP CHARGE                 | -           | -           | -           | 220                     | -           | 500                     |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4210-000          | MOTOR FUELS                               | 7,762       | 10,430      | 8,670       | 3,161                   | 8,500       | 9,400                   | Fuel                                                                                                                                                                                                                                                                                            |
| 001-4-40-4220-000          | SIGNS & SIGN MAINTENANCE                  | -           | 1,047       | -           | -                       | 200         | 200                     | Misc Signage                                                                                                                                                                                                                                                                                    |
| 001-4-40-4230-000          | SMALL TOOLS & MINOR EQUIPMENT             | 1,268       | 3,393       | 2,014       | 119                     | 3,500       | 3,500                   | Hand Tools, Weed Whips, and Back Pac Blowers                                                                                                                                                                                                                                                    |
| 001-4-40-4230-411          | SMALL TOOLS & MINOR EQUIPMENT - SOUTHWOOD | -           | -           | -           | -                       | -           | -                       | Markers, Field Paint, ag-Lime, Clay, Seed, Irrigation, Playground Parts, Mulch, Chalk, Field Dry                                                                                                                                                                                                |
| 001-4-40-4235-000          | MAINTENANCE MATERIALS                     | 34,155      | 38,694      | 30,136      | 16,329                  | 40,000      | 40,000                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4235-004          | MAINTENANCE MATERIALS - PARK BUILDINGS    | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4235-411          | MAINTENANCE MATERIALS - SOUTHWOOD         | -           | 124         | -           | -                       | -           | 6,500                   | Maintenance of Softwood Park (Moved from Park Fund in 2021)                                                                                                                                                                                                                                     |
| 001-4-40-4240-000          | UNIFORMS                                  | 5,707       | 1,836       | 4,862       | 3,466                   | 1,750       | 1,750                   | Uniforms and PPE                                                                                                                                                                                                                                                                                |
| TOTAL SUPPLIES             |                                           | 51,821      | 55,656      | 55,131      | 29,295                  | 59,650      | 80,850                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4300-???          | MOWING CONTRACT                           | -           | -           | -           | -                       | 100,000     | 100,000                 | Mowing Contract                                                                                                                                                                                                                                                                                 |
| 001-4-40-4300-000          | GENERAL CONTRACT/CONSULTING               | 2,287       | 1,505       | 2,436       | -                       | 14,792      | 13,500                  | General Park Maintenance                                                                                                                                                                                                                                                                        |
| 001-4-40-4304-000          | ENGINEERING SERVICES                      | 85          | -           | 176         | -                       | -           | -                       | ADA and Minor Engineering Services                                                                                                                                                                                                                                                              |
| 001-4-40-4305-000          | SOFTWARE & TECHNOLOGY                     | -           | 716         | -           | -                       | -           | 400                     |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4306-000          | JANITORIAL SERVICES                       | 210         | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4307-000          | SANITATION & RECYCLING                    | 803         | 2,743       | 1,331       | 1,066                   | -           | 5,000                   | Park Facilities & Restroom Cleaning; Portable Restrooms                                                                                                                                                                                                                                         |
| 001-4-40-4310-000          | GENERAL SERVICE FEES                      | 35,589      | 11,038      | 15,568      | 2,284                   | 48,725      | 44,283                  | Weed Control and Ballfield Grading                                                                                                                                                                                                                                                              |
| 001-4-40-4320-000          | COMMUNICATIONS DEVICES                    | -           | -           | -           | 18                      | -           | 350                     |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4330-000          | POSTAGE                                   | -           | -           | -           | -                       | -           | 250                     | Community Park Meeting Postcards and Business sponsorship mailing                                                                                                                                                                                                                               |
| 001-4-40-4360-000          | DUES & SUBSCRIPTIONS                      | 250         | -           | 60          | -                       | 100         | -                       | Dues & Subscriptions                                                                                                                                                                                                                                                                            |
| 001-4-40-4370-000          | TRAINING & TRAVEL                         | 308         | 423         | 2,393       | -                       | 2,000       | 2,500                   | Playground Safety Inspections Training; Parks-Related Training; Loss Control Workshops; Department of Agriculture Training                                                                                                                                                                      |
| 001-4-40-4390-000          | ADVERTISING & LEGAL NOTICE                | 77          | -           | -           | -                       | -           | 200                     |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4400-000          | GENERAL LIABILITY INSURANCE               | -           | -           | 878         | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4410-000          | PROPERTY INSURANCE                        | -           | 15,695      | 6,121       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4420-000          | AUTOMOTIVE INSURANCE                      | -           | 524         | 609         | 444                     | 599         | 640                     | Vehicle Insurance Increase of 6.5%                                                                                                                                                                                                                                                              |
| 001-4-40-4500-000          | UTILITIES                                 | 1,731       | 2,064       | 2,523       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-41-4540-000          | FIBER SERVICE                             | -           | -           | -           | -                       | -           | 6,520                   | Allocation to Fiber Fund; Budgeted Increase of 6.5%; 2020 Recreation Dept Allocation added                                                                                                                                                                                                      |
| 001-4-40-4550-000          | BUILDING MAINTENANCE                      | -           | 53,807      | 3,857       | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4560-000          | CITY MECHANIC                             | 10,499      | 23,739      | 24,086      | 5,225                   | 30,427      | 4,750                   | All repairs are ran through the city mechanic and is recorded and charged out accordingly; All records are maintained by the City Mechanic.                                                                                                                                                     |
| 001-4-40-4570-000          | EQUIPMENT RENTAL                          | 56,794      | 56,918      | 54,217      | 24,459                  | 48,917      | 48,917                  | Annual Payment & Transfer to the Equipment Fund                                                                                                                                                                                                                                                 |
| 001-4-40-4575-000          | GENERAL RENTALS                           | 303         | 885         | 185         | -                       | -           | -                       | Copier Lease                                                                                                                                                                                                                                                                                    |
| 001-4-40-4580-000          | INFORMATION TECHNOLOGY                    | -           | -           | -           | 6,500                   | 13,000      | 19,500                  | Allocation to IT Fund; 2020 Recreation Dept Allocation added                                                                                                                                                                                                                                    |
| 001-4-40-4600-000          | CONTRACTED REPAIR & MAINTENANCE           | 550         | 3,805       | 149         | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4620-000          | AWARDS & INDEMNITIES                      | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| TOTAL CONTRACTUAL SERVICES |                                           | 109,486     | 173,862     | 114,589     | 39,996                  | 258,560     | 246,810                 |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4710-000          | FIELD EQUIPMENT                           | 1,650       | -           | 47,572      | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4745-000          | PARKS CAPITAL IMPROVEMENT                 | 43,746      | 59,750      | 12,142      | 18,701                  | 25,000      | 25,000                  | McKnight fencing theft, Windscreen repair McKnight, Playground repair, concrete for memorial benches, Shelter repainting, resurfacing of hause, Bridge at Casey lake, Path resurfacing, Irrigation upgrades, tennis court resurfacing, fence replacement and retaining wall, roof replacements, |
| 001-4-40-4750-000          | IMPROVEMENTS OTHER THAN BUILDINGS         | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                                                                 |
| TOTAL CAPITAL              |                                           | 45,396      | 59,750      | 59,714      | 18,701                  | 25,000      | 25,000                  |                                                                                                                                                                                                                                                                                                 |
| 001-4-40-4920-000          | OTHER OPERATING TRANSFER                  | 33,822      | 16,500      | 16,500      | 8,250                   | 16,500      | 16,500                  | Transfer to Community Event Fund (015) for Silver Lake Lifeguards & Car Show Sponsorship                                                                                                                                                                                                        |
| TOTAL TRANSFERS            |                                           | 33,822      | 16,500      | 16,500      | 8,250                   | 16,500      | 16,500                  |                                                                                                                                                                                                                                                                                                 |
| TOTAL PARKS                |                                           | 407,839     | 471,131     | 387,555     | 180,654                 | 585,567     | 762,290                 |                                                                                                                                                                                                                                                                                                 |

BUDGET YEAR: 2021  
FUND: GENERAL (001)  
DEPARTMENT: RECREATION (41)

| GENERAL LEDGER CODE        | GENERAL LEDGER DESCRIPTION                | 2017 Actual | 2018 Actual | 2019 Actual | Actual as of<br>6/30/20 | 2020 Budget | 2021 Proposed<br>Budget | 2021 Proposed Budget Notes                                                                                                                                                                                                                          |
|----------------------------|-------------------------------------------|-------------|-------------|-------------|-------------------------|-------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 001-4-41-4010-000          | FULL-TIME SALARIES                        | -           | 39,955      | 87,204      | 44,072                  | 95,959      | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4020-000          | PART-TIME SALARIES                        | -           | -           | 354         | 1,856                   | -           | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4030-000          | DEFERRED COMPENSATION                     | -           | 927         | 2,081       | 1,352                   | 2,722       | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4031-000          | PERA CONTRIBUTION                         | -           | 2,997       | 6,458       | 3,305                   | 7,197       | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4032-000          | FICA CONTRIBUTION                         | -           | 2,132       | 4,809       | 2,714                   | 5,949       | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4033-000          | MEDICARE CONTRIBUTION                     | -           | 499         | 1,125       | 635                     | 1,391       | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4040-000          | HEALTH INSURANCE                          | -           | 4,885       | 12,348      | 6,957                   | 14,023      | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4050-000          | WORKERS COMPENSATION INSURANCE            | -           | 470         | 749         | 341                     | 681         | -                       |                                                                                                                                                                                                                                                     |
| TOTAL PERSONNEL SERVICES   |                                           | -           | 51,865      | 115,128     | 61,232                  | 127,922     | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4120-000          | OPERATING SUPPLIES - SOFTBALL LEAGUE      | -           | 1,815       | 1,239       | 434                     | 3,300       | 2,500                   | Softballs and supplies related to Softball League                                                                                                                                                                                                   |
| 001-4-41-4120-4??          | OPERATING SUPPLIES - MOVIE ON MAIN        | -           | -           | -           | -                       | -           | 2,000                   | Movie on Main                                                                                                                                                                                                                                       |
| 001-4-41-4120-???          | OPERATING SUPPLIES - TRICK OR TREAT TRAIL | -           | -           | -           | -                       | -           | 500                     | Trick or Treat Trail                                                                                                                                                                                                                                |
| 001-4-41-4120-410          | OPERATING SUPPLIES - CONCERT IN THE PARK  | -           | -           | -           | -                       | -           | 2,000                   | Concert in the Park Series                                                                                                                                                                                                                          |
| 001-4-41-4120-411          | OPERATING SUPPLIES - STAR WATCH           | -           | -           | -           | -                       | -           | 500                     | Star Watch                                                                                                                                                                                                                                          |
| 001-4-41-4120-412          | OPERATING SUPPLIES - EGG HUNT             | -           | -           | -           | -                       | -           | 900                     | Egg Hunt                                                                                                                                                                                                                                            |
| 001-4-41-4120-4??          | OPERATING SUPPLIES - FIRE & ICE           | -           | -           | -           | -                       | -           | 500                     | Fire and Ice                                                                                                                                                                                                                                        |
| 001-4-41-4120-4??          | OPERATING SUPPLIES - FOOD TRUCK NIGHT     | -           | -           | -           | -                       | -           | 500                     | Food Truck Night                                                                                                                                                                                                                                    |
| 001-4-41-4208-000          | CITY MECHANIC SUPPLIES                    | -           | -           | -           | 893                     | -           | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4209-000          | CITY MECHANIC SHOP CHARGE                 | -           | -           | -           | 20                      | -           | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4210-000          | MOTOR FUELS                               | -           | 240         | 546         | 135                     | 900         | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4235-???          | MAINTENANCE MATERIALS                     | -           | 1,000       | 495         | -                       | 4,000       | -                       |                                                                                                                                                                                                                                                     |
| TOTAL SUPPLIES             |                                           | -           | 3,055       | 2,280       | 1,482                   | 8,200       | 9,400                   |                                                                                                                                                                                                                                                     |
| 001-4-41-4300-???          | GENERAL CONTRACT/CONSULTING               | -           | 7,806       | 4,813       | -                       | 11,500      | 7,500                   | Umpires For Softball League                                                                                                                                                                                                                         |
| 001-4-41-4305-000          | SOFTWARE & TECHNOLOGY SERVICE             | -           | 267         | -           | -                       | 400         | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4310-000          | GENERAL SERVICE FEES                      | -           | 3,008       | 2,330       | -                       | -           | -                       | Portable Restrooms, Irrigation Repairs, Weed Control, Ballfield Grading - REMOVE BUDGET AND TRANSFER TO PARKS FOR 2020                                                                                                                              |
| 001-4-41-4320-000          | COMMUNICATIONS DEVICES                    | -           | 44          | 80          | 65                      | 780         | -                       | Park Coordinator Cell Phone                                                                                                                                                                                                                         |
| 001-4-41-4330-000          | POSTAGE                                   | -           | -           | -           | 250                     | 250         | -                       | Community Park Meeting Postcards and Business sponsorship mailing.                                                                                                                                                                                  |
| 001-4-41-4360-???          | DUES & SUBSCRIPTIONS                      | -           | -           | 120         | 365                     | 860         | 365                     | Minnesota Recreation and Parks Association\$300; MN Sports Turf Managers Dues \$65                                                                                                                                                                  |
| 001-4-41-4370-000          | TRAINING & TRAVEL                         | -           | -           | -           | 40                      | 1,004       | -                       | League of Minnesota Cities Workshops \$200.00; Turf Management Workshop \$100.00; Playground Safety Insp. Training \$600.00, every three years (remove until 2022); MRPA Annual Conference \$420.00; Northern Green Expo \$175.00; Mileage \$109.00 |
| 001-4-41-4390-000          | ADVERTISING & LEGAL NOTICES               | -           | -           | -           | -                       | 200         | -                       | Advertising Banner                                                                                                                                                                                                                                  |
| 001-4-41-4400-000          | GENERAL LIABILITY INSURANCE               | -           | -           | 418         | -                       | -           | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4410-000          | PROPERTY INSURANCE                        | -           | 8           | 426         | -                       | -           | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4420-000          | AUTOMOTIVE INSURANCE                      | -           | 155         | 176         | 128                     | 172         | -                       | Vehicle Insurance increased by 3.5% from 2019 statement (LMC)                                                                                                                                                                                       |
| 001-4-41-4540-000          | FIBER SERVICE                             | -           | -           | 6,122       | 3,260                   | 6,520       | -                       | Allocation to Fiber Fund; Budgeted Increase of 6.5%                                                                                                                                                                                                 |
| 001-4-41-4550-000          | BUILDING MAINTENANCE                      | -           | 381         | 2,191       | -                       | -           | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4560-000          | CITY MECHANIC                             | -           | -           | 2,564       | 111                     | 1,000       | -                       |                                                                                                                                                                                                                                                     |
| 001-4-41-4570-000          | EQUIPMENT RENTAL                          | -           | 1,750       | 1,500       | -                       | -           | -                       | Annual Payment & Transfer to the Equipment Fund                                                                                                                                                                                                     |
| 001-4-41-4580-000          | INFORMATION TECHNOLOGY                    | -           | -           | -           | 3,250                   | 6,500       | -                       | Allocation to IT Fund                                                                                                                                                                                                                               |
| TOTAL CONTRACTUAL SERVICES |                                           | -           | 13,419      | 20,740      | 7,469                   | 29,186      | 7,865                   |                                                                                                                                                                                                                                                     |
| TOTAL CAPITAL              |                                           | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                     |
| TOTAL TRANSFERS            |                                           | -           | -           | -           | -                       | -           | -                       |                                                                                                                                                                                                                                                     |
| TOTAL RECREATION           |                                           | -           | 68,339      | 138,148     | 70,183                  | 165,308     | 17,265                  |                                                                                                                                                                                                                                                     |

# FISCAL DISPARITIES 101

SEPTEMBER 2019

Local government units within the Twin Cities metropolitan area, which is comprised of the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington, have participated in a property tax base sharing program known as Metropolitan Fiscal Disparities since 1975. A similar program began in 1996 for local government units in the Taconite Area, which includes portions of the counties of St. Louis, Itasca, Crow Wing, and Aitkin, and all of Lake and Cook counties. Under these programs, a portion of the growth in commercial, industrial, and public utility property value of each community is contributed to a tax base sharing pool. Each community receives a distribution of property value from the pool based on the market value and population of each city.

## Contribution

The contribution to the pool is equal to 40 percent of the growth in commercial, industrial, and public utility value since the base year (1971 for the Twin Cities; 1995 for the Taconite Area). This measure of growth includes both new construction and inflationary increases in existing property values. In 2019, for example, the total amount of tax capacity contributed to the Metropolitan fiscal disparities pool was \$447 million. The contribution value is not available for local tax purposes and therefore, the contribution value must be subtracted from the total tax capacity of each community before the local tax rate is computed. The Taconite Area program is much smaller, with just over \$11.3 million of tax capacity contributed in 2018.

## Distribution

The tax capacity contributed to the pool is based on a distribution index. This index compares each city's total market value per capita to the average market value per capita for all cities and towns in the seven counties.

Cities that have relatively less market value per capita receive a relatively larger distribution from the pool than cities with greater market value wealth per capita.

## How are property taxes generated?

The tax capacity contributed to the pool ultimately translates into property tax dollars for each local government. These property taxes, also known as the distribution levy, are computed for each local government by multiplying its distribution value by its prior year tax capacity rate. The distribution levy represents the amount of each local government's certified levy raised through the fiscal disparities program. The balance of the certified levy is used to compute the local tax rate.

## How are commercial/industrial and utility parcels taxed?

Commercial and industrial properties are not taxed twice. Instead, a portion of each commercial or industrial property's tax capacity is taxed at the area-wide tax capacity rate and the balance is taxed at the total local

tax rate. As a simple example, in a community where exactly 40 percent of all commercial, industrial, and utility property is contributed to the fiscal disparities pool, 40 percent of each parcel's value is taxed at the area-wide tax rate and 60 percent is taxed at the total local tax rate. In 2016 (most recent data available), for example, the Twin Cities area-wide tax rate was 150.262 percent and the Taconite Area-wide tax rate was 160.736 percent.

## Policy Issues

The original intent of the program was articulated through the following six objectives:

- Provide a way for local governments to share resources generated by regional growth;
- Encourage orderly urban development by reducing competition for commercial and industrial development;
- Establish incentives for regional cooperation;
- Provide a way for regional resources to be available through the existing system of local governments;
- Make resources available to communities at the beginning stages of development or redevelopment; and
- Encourage environmental protection.

Descriptions of the program, such as those offered by the Minnesota House of Representatives Research Department and the Metropolitan Council, often highlight two main goals that encapsulate several of the original objectives:

- Promote orderly urban planning and development; and
- Work towards a more equitable distribution of fiscal resources.

Assessment of the program's success in accomplishing the second of these goals often points out the "winners," cities that are net recipients, and "losers," cities that are net contributors. Proponents of the program focus on the relative uniformity of the taxation of commercial and industrial property across the metropolitan area and the stability the net contributors provide to the region as a whole. They argue that greater uniformity and stability give the entire region a competitive edge in national and global marketplaces.

The critics of the system argue that the contribution rate of 40 percent is arbitrary and that the distribution formula is solely based on the relative property tax base wealth of each city. Also, the formula uses non-adjusted assessment levels. Cities with high assessment levels contribute more tax base than cities with lower levels, creating a disincentive to raise the assessment level.

Within cities, property classes can experience the impacts of tax base sharing differently. Declines in the market values for Twin Cities area commercial/industrial properties in the early 1990's not only directly shifted property tax burdens to other types of property, they also reduced the amount of commercial and industrial valuation contributed to the fiscal disparities pool. As a result, the total distribution levy generated through the fiscal disparities program was also reduced. In the mid-1990's, market value rebounds reversed this trend. But reductions in the commercial/industrial and public utility property tax class rates by the 1997-2001 Legislatures slowed growth in the tax capacity of both the Metropolitan and Taconite Area fiscal disparities pools. When the amount of this distribution levy declines or grows more slowly than the total tax base, a greater share of the local tax bill is paid by other types of properties, including the

portion of each commercial, industrial, and utility property value taxed at the local tax rate.

## **Resources**

House Research:

<http://www.house.leg.state.mn.us/hrd/topics.asp?topic=21>

The Metropolitan Council

<https://metro council.org/Communities/Planning/Local-Planning-Assistance/Fiscal-Disparities.aspx>

CITY OF NORTH ST PAUL  
EST. PROPERTY TAXES  
CITY PORTION OF TAXES ONLY

**MARKET VALUES AND CITY TAXES FROM 2012 TO 2020  
FOR MEDIAN VALUED RESIDENTIAL PROPERTY IN NORTH ST. PAUL**

| <b>Pay Year</b>        | <b>2012</b>   | <b>2013</b>   | <b>2014</b>   | <b>2015</b>   | <b>2016</b>   | <b>2017</b>   | <b>2018</b>   | <b>2019</b>   | <b>2020</b>   |
|------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Market Value           | 159,200       | 140,800       | 136,000       | 147,700       | 156,600       | 166,800       | 170,950       | 183,600       | 213,650       |
| Market Value Exclusion | (22,912)      | (24,568)      | (25,000)      | (23,947)      | (23,146)      | (22,228)      | (21,855)      | (20,716)      | (18,012)      |
| Taxable Market Value   | 136,288       | 116,232       | 111,000       | 123,753       | 133,454       | 144,572       | 149,096       | 162,884       | 195,639       |
| Tax Capacity           | 1,363         | 1,162         | 1,110         | 1,238         | 1,335         | 1,446         | 1,491         | 1,629         | 1,956         |
| Tax Capacity Rates:    |               |               |               |               |               |               |               |               |               |
| City                   | 33.380%       | 36.719%       | 36.185%       | 35.169%       | 38.707%       | 41.866%       | 42.465%       | 43.363%       | 40.689%       |
| Market Value Rates:    |               |               |               |               |               |               |               |               |               |
| City Referendum        | 0.06254%      | 0.05904%      | 0.06960%      | 0.06663%      | 0.05610%      | 0.05321%      | 0.05024%      | 0.04713%      | 0.04318%      |
| Property Taxes:        |               |               |               |               |               |               |               |               |               |
| City                   | \$ 455        | \$ 427        | \$ 402        | \$ 435        | \$ 517        | \$ 605        | \$ 633        | \$ 706        | \$ 796        |
| City Referendum        | \$ 100        | \$ 83         | \$ 95         | \$ 98         | \$ 88         | \$ 89         | \$ 86         | \$ 87         | \$ 92         |
| <b>Total</b>           | <b>\$ 555</b> | <b>\$ 510</b> | <b>\$ 496</b> | <b>\$ 534</b> | <b>\$ 605</b> | <b>\$ 694</b> | <b>\$ 719</b> | <b>\$ 793</b> | <b>\$ 888</b> |

Value Increase (P'12 to P'20) = 34.2%  
Tax Rate Increase (P'12 to P'20) = 21.8%