



**City of North St. Paul
City Council
Workshop Meeting Agenda**

**October 5, 2021
5:00 PM**

The City Council Meeting will be conducted on **October 5, 2021** at 5:00 p.m. The meeting location is the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

The City Council will also be meeting by interactive TV under Minn. Stat. 13D.02. Members of the public are permitted to attend the meeting in person. However, it is encouraged to participate in the meeting remotely. Instructions can be found below.

The **October 5, 2021** Zoom meeting can be accessed via:

<https://tinyurl.com/NSPCityCouncil>

(from a PC, Mac, tablet, iPhone or Android device)

or by phone at 1-929-205-6099, meeting ID 821 4097 2224, password 362656.

You can also watch the meeting on our YouTube channel here tinyurl.com/NSPYouTube

The City Council Zoom meeting will be 'open to the public' to listen in but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

I. Call to Order

II. Roll Call

Council Member Thorsen
Council Member Petersen
Council Member Wong
Council Member Cole
Mayor Furlong

III. Adopt Agenda

IV. Topic(s)

- A. Covid-19 Policy/Procedure Discussion
- B. Capital Improvement Plan Overview

V. Other Business

VI. Adjournment

The next regularly scheduled City Council Workshop meeting is October 19, 2021.

**To**

Honorable Mayor Furlong and City Council

Date

October 5, 2021

Agenda Placement # IV.A

Topic(s)

Subject

Covid-19 Policy/Procedure Discussion

Background/Facts

Discussion on policy/ procedure for Covid-19 protocol for the City of North St. Paul.

Recommendation:**Attachments**

1. memo
2. 1-Covid 19 Recommendations for Business and Industry -MN Dept of Health
3. 2-OSHA Protecting Workers
4. 3-If You Are Sick or Test Positive - MNDH
5. 4-For Fully Vaccinated People -
6. 5-Masks - Ramsey County
7. 6-Recommendations for Wearing Masks - MNDH
8. 7-HR Guidance for Exposure to COVID-19 and Leave Time

Respectfully submitted,

1. Work for Home
 - a. Accessibility - Can the position work from home and provide the same or better level of service?
 - b. What approvals are necessary to be able to work from home?
 - c. Union and/or legal considerations?
2. Vaccination
 - a. Require vaccination?
 - b. Require proof of vaccination?
 - c. Require regular testing for unvaccinated individuals?
 - d. Union and/or legal considerations?
3. Masks
 - a. Require masks in public building?
 - i. Who?
 - ii. Where?
 - iii. When?
 - b. Union and/or legal considerations?
4. Social Distancing Requirements
 - a. Public Buildings
 - i. Residents
 - ii. Staff
5. Symptoms or close contact
 - a. What is the protocol or procedure?
 - b. Same for vaccinated and non-vaccinated?
 - c. Paid Time off?
 - i. PEPEL
 - ii. Sick
 - iii. Vacation
 - iv. Advanced vacation and/or sick

Ramsey County developing a policy requiring all employees to be vaccinated or tested regularly.

Ramsey County and the City of St. Paul currently have a mask policy.

COVID-19 Recommendations for Business and Industry

6/30/2021

The most important actions that employers can take to minimize spread of COVID-19 in the workplace include: daily health screening for both employees and visitors; supporting testing of symptomatic employees; adopting physical and operational changes to accommodate distancing; providing appropriate personal protective equipment (PPE); adequate cleaning and disinfection of common areas; and encouraging and facilitating COVID-19 vaccination.

For more information on preventing and responding to COVID-19 in the workplace, refer to [Center for Disease Control and Prevention Guidance for Businesses and Employers Responding to Coronavirus Disease 2019 \(COVID-19\)](https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html) (www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html).

Guidance for employers when an employee is tested for COVID-19

- When daily COVID-19 health screening identifies an employee with symptoms, or they call in sick, the employee should contact their health care provider and get tested for COVID-19. The employee should then stay isolated at home and away from others until test results are available.
- **The employee who tests negative:**
 - May return to work when symptoms improve.
- **The employee who tests positive for COVID-19 can return when return-to-work (RTW) criteria are met:**
 - **Symptomatic** employees should stay isolated at home and away from others until all three of these are true:
 - Symptoms have improved; AND
 - It has been 10 days since symptoms started; AND
 - They have been fever-free for at least 24 hours (without the use of fever reducing medications)
 - **Asymptomatic** employees who test positive after travel, an exposure, or routine surveillance testing should isolate at home for 10 days from their test date.
 - No medical exam or additional testing is necessary to clear employees for work once they meet the RTW criteria.

Guidance for employers when an employee tests positive for COVID-19

Workplace contact tracing

- **Contact tracing.** The purpose of contact tracing is to limit disease spread by identifying co-workers who have been exposed to an infectious employee and excluding them from the workplace. The exposed workers are called “contacts” and they should “quarantine” away from others, generally at home. Contact tracing should be conducted in a way that protects privacy of an employee with COVID-19.
- **Contact** is defined as spending a cumulative total of 15 minutes or more within 6 feet of an infectious person, unless there was a physical barrier between them, such as a cubicle wall or full Plexiglas screen, or all people were using a face covering and face shield.
- **Infectious period.** People with COVID-19 can spread the virus to others two days before they show symptoms until 10 days after their first symptoms (this is termed the infectious period). Therefore, contact tracing should identify co-workers who were exposed during that timeframe. For workers without symptoms, the time frame is two days before their test date until 10 days afterwards.
- **Quarantine exemptions.** There are two exemptions to quarantine after exposure:
 - If it has been at least 14 days since completion of a vaccination series and the employee does not currently have symptoms of COVID-19, they do not need to quarantine.
 - If the employee has tested positive for COVID-19 within the past 90 days and does not currently have symptoms of COVID-19, they do not need to quarantine.
- **Workplace case clusters.** When multiple employees test positive for COVID-19 within two weeks *and* workplace contact tracing indicates that the virus may be spreading in the workplace, contact MDH about a workplace COVID-19 case cluster at health.criticalinfrastructure@state.mn.us.

Quarantine of exposed employees

- MDH recommends a standard quarantine period of 14 days after contact with someone who has tested positive for COVID-19 (returning to work on day 15). However, for businesses facing staffing shortages, one of the following alternative quarantine strategies may be adopted:
 - **Strategy 1:** Employees quarantine at home for a **minimum** of 10 days and get tested on day seven. If the COVID-19 test is negative and the employee does not have symptoms, they may return to work on day 11. This is the preferred strategy.
 - **Strategy 2:** Employees quarantine at home for a **minimum** of seven days and get tested on day five. If the COVID-19 test is negative and the employee does not have symptoms, they may return to work on day eight.
 - **Strategy 3:** Employees quarantine at home for 10 days. If the employee does not have symptoms, they may return to work on day 11 without testing.
- If symptoms of COVID-19 develop during quarantine, the employee should be tested immediately.
 - If an employee under quarantine tests positive, they should remain isolated at home and away from others until return-to-work (RTW) criteria have been met.
 - If an employee under quarantine tests negative, and symptoms have resolved, they may return to work when the quarantine has been completed. If symptoms persist, the employee should contact their health care provider.

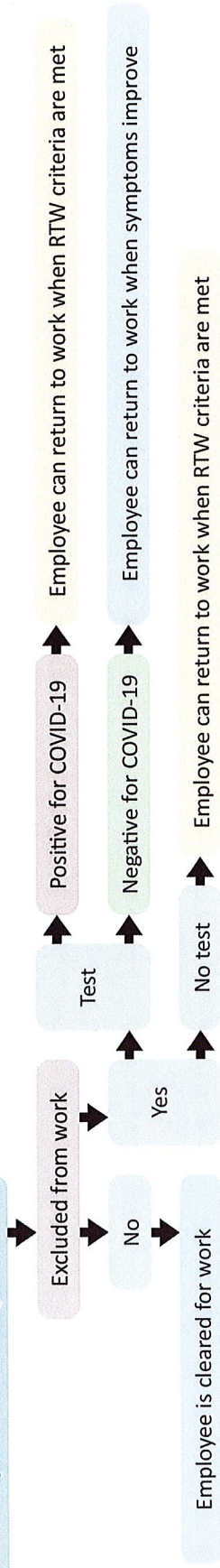


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Contact health.communications@state.mn.us to request an alternate format.

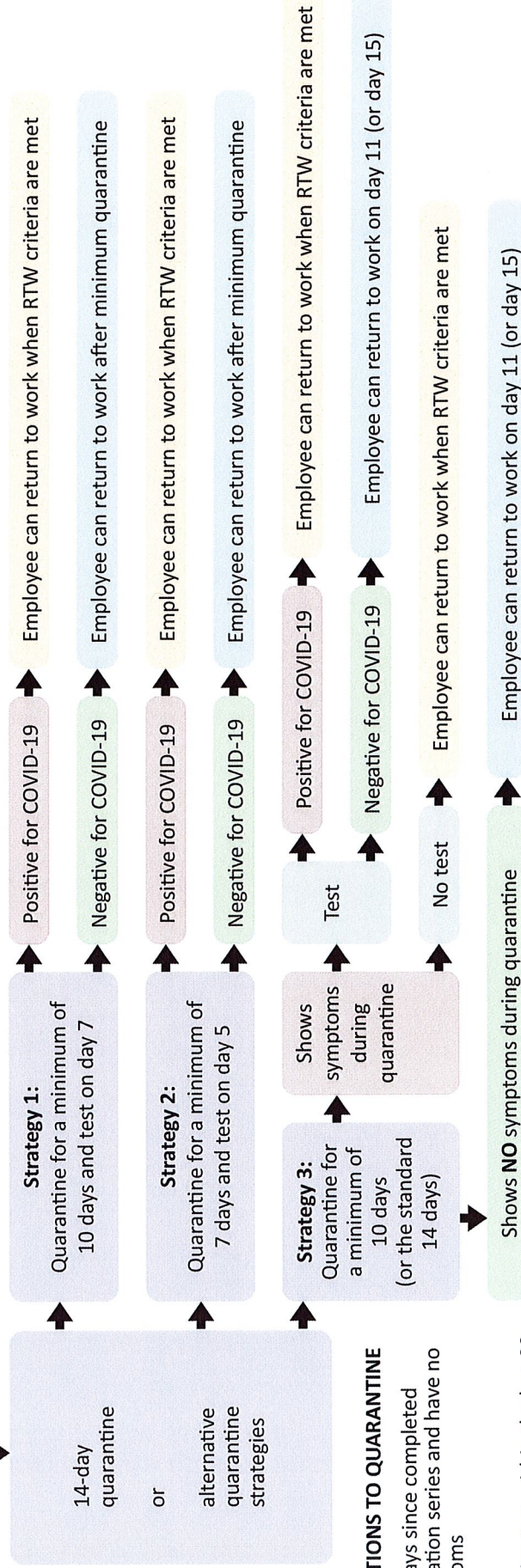
COVID-19 Decision Tree: Recommendations for Business and Industry

Daily health screening



Contact is defined as spending a cumulative total of 15 minutes or more interacting within 6 feet of an infectious person, unless there was a physical barrier between them such as a cubicle wall or full Plexiglas screen, or a face covering and face shield.

Contact with COVID-19 positive person



EXCEPTIONS TO QUARANTINE

- 14 days since completed vaccination series and have no symptoms

OR

- Positive test within the last 90 days and have no symptoms

RETURN TO WORK (RTW) CRITERIA AFTER A POSITIVE COVID-19 TEST RESULT

Symptomatic employees may return to work when all three are met:

- Symptoms have improved
- 10 days since symptoms started
- Fever-free in the last for at least 24 hours (without the use of fever reducing medications)

Asymptomatic employees may return to work 10 days after the positive test. No medical exam or additional testing is necessary to clear employees once they once they meet the RTW criteria.

IF EMPLOYEES HAVE SYMPTOMS OR AN EXPOSURE, THEY SHOULD STAY ISOLATED AT HOME UNTIL TEST RESULTS ARE AVAILABLE

COVID-19 / Protecting Workers: Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace

Protecting Workers: Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace

OSHA will update this guidance over time to reflect developments in science, best practices, and standards.

Guidance posted **January 29, 2021**; Updated **June 10, 2021**

Summary of changes **August 13, 2021**

- Update to reflect the July 27, 2021 Centers for Disease Control and Prevention (CDC) mask and testing recommendations for fully vaccinated people
- Reorganize Appendix recommendations for Manufacturing, Meat and Poultry Processing, Seafood Processing, and Agricultural Processing Industries
- Add links to guidance with the most up-to-date content

On this Page

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About COVID-19

What Workers Need To Know about COVID-19 Protections in the Workplace

The Roles of Employers and Workers in Responding to COVID-19

Appendix: Measures Appropriate for Higher-Risk Workplaces with Mixed-Vaccination Status Workers

Purpose

This guidance is designed to help employers protect workers who are unvaccinated (including people who are not fully vaccinated) or otherwise at-risk (as defined in the text box below), including if they are immunocompromised, and also implement new guidance involving workers who are fully vaccinated but located in areas of substantial or high community transmission.

This guidance contains recommendations as well as descriptions of the Occupational Safety and Health Administration's (OSHA's) mandatory safety and health standards, the latter of which are clearly labeled throughout as "**mandatory OSHA standards**." The recommendations are advisory in nature and informational in content and are intended to assist employers in providing a safe and healthful workplace free from recognized hazards that are causing or likely to cause death or serious physical harm.

OSHA emphasizes that vaccination is the most effective way to protect against severe illness or death from COVID-19. OSHA strongly encourages employers to provide paid time off to workers for the time it takes for them to get vaccinated and recover from any side effects. Employers should also consider working with local public health authorities to provide vaccinations for unvaccinated workers in the workplace. Finally, OSHA suggests that employers consider adopting policies that require workers to get vaccinated or to undergo regular COVID-19 testing – in addition to mask wearing and physical distancing – if they remain unvaccinated. People are considered fully vaccinated for COVID-19 two weeks or more after they have completed their final dose of a COVID-19 vaccine authorized for Emergency Use Authorization (EUA) by the U.S. Food and Drug Administration in the United States.

Executive Summary

This guidance is intended to help employers and workers not covered by the OSHA's COVID-19 Emergency Temporary Standard (ETS) for Healthcare, helping them identify COVID-19 exposure risks to workers who are unvaccinated or otherwise at risk even if they are fully vaccinated (e.g., if they are immunocompromised). See Text Box: Who Are "At-Risk" Workers?

This guidance is also intended to help employers and workers who are located in areas of substantial or high community transmission, who should take appropriate steps to prevent exposure and infection regardless of vaccination status. The U.S. Centers for Disease Control and Prevention (CDC) reports in its latest Interim Public Health Recommendations for Fully Vaccinated People that infections in fully vaccinated people (breakthrough infections) happen in only a small proportion of people who are fully vaccinated, even with the Delta variant. Moreover, when these infections occur among vaccinated people, they tend to be mild, reinforcing that vaccines are an effective and critical tool for bringing the pandemic under control.

However, preliminary evidence suggests that fully vaccinated people who do become infected with the Delta variant can be infectious and can spread the virus to others.

This evidence has led CDC to update recommendations for fully vaccinated people to reduce their risk of becoming infected with the Delta variant and potentially spreading it to others, including by:

- wearing a mask¹ in public indoor settings in areas of substantial or high transmission;
- choosing to wear a mask regardless of level of transmission, particularly if individuals are at risk or have someone in their household who is at increased risk of severe disease or not fully vaccinated; and
- getting tested 3-5 days following a known exposure to someone with suspected or confirmed COVID-19 and wearing a mask in public indoor settings for 14 days after exposure or until a negative test result.²

In this guidance, OSHA adopts analogous recommendations.

CDC has also updated its guidance for COVID-19 prevention in K-12 schools to recommend universal indoor masking for all teachers, staff, students, and visitors to K-12 schools, regardless of vaccination status.³ CDC's Face Mask Order requiring masks on public transportation conveyances and inside transportation hubs has not changed, but CDC has announced that it will be amending its Face Masks Order to not require people to wear a mask in outdoor areas of conveyances (if such outdoor areas exist on the conveyance) or while outdoors at transportation hubs, and that it will exercise its enforcement discretion in the meantime.

Who Are "At-Risk Workers"?

Some conditions, such as a prior transplant, as well as prolonged use of corticosteroids or other immune-weakening medications, may affect workers' ability to have a full immune response to vaccination. To understand more about these conditions, see the CDC's page describing Vaccines for People with Underlying Medical Conditions and further definition of People with Certain Medical Conditions. Under the Americans with Disabilities Act (ADA), workers with disabilities may be legally entitled to reasonable accommodations that protect them from the risk of

contracting COVID-19 if, for example, they cannot be protected through vaccination, cannot be vaccinated, or cannot use face coverings. Employers should consider taking steps to protect these at-risk workers as they would unvaccinated workers, regardless of their vaccination status.

COVID-19 and Prevention

Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2), the virus that causes **COVID-19**, is highly infectious and can spread from person to person, including through aerosol transmission of particles produced when an infected person exhales, talks, vocalizes, sneezes, or coughs. The virus that causes COVID-19 is highly transmissible and can be spread by people who have no symptoms. Particles containing the virus can travel more than 6 feet, especially indoors and in dry conditions (relative humidity below 40%), and can be spread by individuals who do not know they are infected.

Vaccines authorized by the U.S. Food and Drug Administration in the United States are highly effective at protecting most fully vaccinated people against symptomatic and severe COVID-19. OSHA encourages employers to take steps to make it easier for workers to get vaccinated and encourages workers to take advantage of those opportunities. However, CDC recognizes that even some fully vaccinated people who are largely protected against severe illness and death may still be capable of transmitting the virus to others. Therefore, this guidance mirrors CDC's in recommending masking and testing even for fully vaccinated people in certain circumstances.

OSHA also continues to recommend implementing multiple layers of controls (e.g. mask wearing, distancing, and increased ventilation). Along with vaccination, key controls to help protect unvaccinated and other at-risk workers include removing from the workplace all infected people, all people experiencing COVID symptoms, and any people who are not fully vaccinated who have had close contact with someone with COVID-19 and have not tested negative for COVID-19 immediately if symptoms develop and again at least 5 days after the contact (in which case they may return 7 days after contact). Fully vaccinated people who have had close contact should get tested for COVID-19 3-5 days after exposure and be required to wear face coverings for 14 days after their contact unless they test negative for COVID-19. Additional fundamental controls that protect unvaccinated and other at-risk workers include maintaining ventilation systems, implementing physical distancing, and properly using face coverings (or other Personal Protective Equipment (PPE) and respiratory protection such as N95 respirators when appropriate), and proper cleaning. Fully vaccinated people in areas of substantial or high transmission should be required to wear face coverings inside (or other appropriate PPE and respiratory protection) as well. Employees may request reasonable accommodations, absent an undue hardship, if they are unable to comply with safety requirements due to a disability. For more information, see the Equal Employment Opportunity Commission's (EEOC's) What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws.

Finally, OSHA provides employers with specific guidance for environments at a higher risk for exposure to or spread of COVID-19, primarily workplaces where unvaccinated or otherwise at-risk workers are more likely to be in prolonged, close contact with other workers or the public, or in closed spaces without adequate ventilation.

Scope

OSHA provides this guidance for employers as recommendations to use in protecting unvaccinated workers and otherwise at-risk workers, and to help those workers protect themselves. This guidance also incorporates CDC's recommendations for fully vaccinated workers in areas of substantial or high transmission. Employers and workers should use this guidance to determine any appropriate control measures to implement.

While this guidance addresses most workplaces, many healthcare workplace settings will be covered by the **mandatory OSHA COVID-19 Emergency Temporary Standard**. Pursuant to the Occupational Safety and Health Act (the OSH Act or the Act), employers in those settings must comply with that standard. All employers must comply with any **other applicable mandatory safety and health standards and regulations** issued and enforced either by OSHA or by an OSHA-approved state plan. In addition, the Act's General Duty Clause, Section 5(a)(1), requires employers to provide

their workers with a safe and healthful workplace free from recognized hazards that are causing or likely to cause death or serious physical harm. Employers who are not covered by the OSH Act (like public sector employers in some states) will also find useful control measures in this guidance to help reduce the risk of COVID-19 in their workplaces.

This guidance is not a standard or regulation, and it creates no new legal obligations. It contains recommendations as well as descriptions of existing **mandatory OSHA standards**, the latter of which are clearly labeled throughout. The recommendations are advisory in nature and informational in content and are intended to assist employers in recognizing and abating hazards likely to cause death or serious physical harm as part of their obligation to provide a safe and healthful workplace.

About COVID-19

SARS-CoV-2, the virus that causes **COVID-19**, is highly infectious and spreads from person to person, including through aerosol transmission of particles produced when an infected person exhales, talks, vocalizes, sneezes, or coughs. COVID-19 is less commonly transmitted when people touch a contaminated object and then touch their eyes, nose, or mouth. The virus that causes COVID-19 is highly transmissible and can be spread by people who have no symptoms and who do not know they are infected. Particles containing the virus can travel more than 6 feet, especially indoors and in dry conditions with relative humidity below 40%. The CDC estimates that over fifty percent of the spread of the virus is from individuals with no symptoms at the time of spread.

More information on COVID-19 is available from the Centers for Disease Control and Prevention.

What Workers Need To Know about COVID-19 Protections in the Workplace

SARS-CoV-2, the virus that causes COVID-19, spreads mainly among unvaccinated people who are in close contact with one another - particularly indoors and especially in poorly ventilated spaces.

Vaccination is the key element in a multi-layered approach to protect workers. Learn about and take advantage of opportunities that your employer may provide to take time off to get vaccinated. Vaccines authorized by the U.S. Food and Drug Administration are highly effective at protecting vaccinated people against symptomatic and severe COVID-19 illness and death. According to the CDC, a growing body of evidence suggests that fully vaccinated people are less likely to have symptomatic infection or transmit the virus to others. See CDC's Guidance for Fully Vaccinated People; and Science Brief.

You should follow recommended precautions and policies at your workplace. Multi-layered controls tailored to your workplace are especially important for those workers who are unvaccinated or otherwise at-risk. Many employers have established COVID-19 prevention programs that include a number of important steps to keep unvaccinated and otherwise at-risk workers safe. These COVID-19 prevention programs include measures such as telework and flexible schedules, engineering controls (especially ventilation), administrative policies (e.g., vaccination policies), PPE, face coverings, physical distancing, and enhanced cleaning programs with a focus on high-touch surfaces.

In addition, the CDC recommends that fully vaccinated people wear a mask in public indoor settings if they are in an area of substantial or high transmission. Fully vaccinated people might choose to mask regardless of the level of transmission, particularly if they or someone in their household is immunocompromised or at increased risk for severe disease, or if someone in their household is unvaccinated. Ask your employer about plans in your workplace. In addition, employees with disabilities who are at-risk may request reasonable accommodation under the ADA.

Even if your employer does not have a COVID-19 prevention program, if you are unvaccinated or otherwise at risk, you can help protect yourself by following the steps listed below:

- You should get a COVID-19 vaccine as soon as you can. Ask your employer about opportunities for paid leave, if necessary, to get vaccinated and recover from any side effects.

- Properly wear a face covering over your nose and mouth. Face coverings are simple barriers worn over the face, nose and chin. They work to help prevent your respiratory droplets or large particles from reaching others. Individuals are encouraged to choose higher quality masks so that they are providing a greater measure of protection to themselves as well as those around them. CDC provides general guidance on masks, including face coverings.
- If you are working outdoors, you may opt not to wear face coverings in many circumstances; however, your employer should support you in safely continuing to wear a face covering if you choose, especially if you work closely with other people.
- Unless you are fully vaccinated and not otherwise at-risk, stay far enough away from other people so that you are not breathing in particles produced by them – generally at least 6 feet (about 2 arm lengths), although this approach by itself is not a guarantee that you will avoid infection, especially in enclosed or poorly ventilated spaces. Ask your employer about possible telework and flexible schedule options at your workplace, and take advantage of such policies if possible. Perform work tasks, hold meetings, and take breaks outdoors when possible.
- Participate in any training offered by your employer/building manager to learn how rooms are ventilated effectively, encourage your employer to provide such training if it does not already exist, and notify the building manager if you see vents that are clogged, dirty, or blocked by furniture or equipment.
- Practice good personal hygiene and wash your hands often. Always cover your mouth and nose with a tissue, or the inside of your elbow, when you cough or sneeze, and do not spit. Monitor your health daily and be alert for COVID-19 symptoms (e.g., fever, cough, or shortness of breath). See CDC's Daily Activities and Going Out and CDC's Interim Public Health Recommendations for Fully Vaccinated People.
- Get tested regularly, especially in areas of substantial or high community transmission.

COVID-19 vaccines are highly effective at keeping you from getting COVID-19. If you are not yet fully vaccinated or are otherwise at risk, optimum protection is provided by using multiple layers of interventions that prevent exposure and infection.

The Roles of Employers and Workers in Responding to COVID-19

Under the OSH Act, employers are responsible for providing a safe and healthy workplace free from recognized hazards likely to cause death or serious physical harm.

CDC's Interim Public Health Recommendations for Fully Vaccinated People explains that under some circumstances, fully vaccinated people need not take all the precautions that unvaccinated people should take, except where required by federal, state, local, tribal, or territorial laws, rules and regulations, including local business and workplace guidance. However, in light of evidence related to the Delta variant of the SARS-CoV-2 virus, the CDC updated its guidance to recommend that even people who are fully vaccinated wear a mask in public indoor settings in areas of substantial or high transmission, or if they have had a known exposure to someone with COVID-19 and have not had a subsequent negative test 3-5 days after the last date of that exposure. Schools should continue to follow applicable CDC guidance, which recommends universal indoor masking for all teachers, staff, students, and visitors to K-12 schools, regardless of vaccination status.

Employers should engage with workers and their representatives to determine how to implement multi-layered interventions to protect unvaccinated and otherwise at-risk workers and mitigate the spread of COVID-19, including:

1. **Facilitate employees getting vaccinated.** Employers should grant paid time off for employees to get vaccinated and recover from any side effects. The Department of Labor and OSHA, as well as other federal agencies, are working diligently to ensure access to COVID-19 vaccinations. CDC provides information on the benefits and safety of vaccinations. Businesses with fewer than 500 employees may be eligible for tax credits under the American Rescue Plan Act if they provide paid time off from April 1, 2021, through September 30, 2021, for employees who decide to receive the vaccine or to accompany a family or household member to receive the vaccine and to recover from any potential side effects from the vaccine. Employers should also consider working with local public health authorities to

provide vaccinations in the workplace for unvaccinated workers. Finally, OSHA suggests that employers consider adopting policies that require workers to get vaccinated or to undergo regular COVID-19 testing – in addition to mask wearing and physical distancing – if they remain unvaccinated.

2. ***Instruct any workers who are infected, unvaccinated workers who have had close contact with someone who tested positive for SARS-CoV-2, and all workers with COVID-19 symptoms to stay home from work*** to prevent or reduce the risk of transmission of the virus that causes COVID-19. As recommended by the CDC, fully vaccinated people who have a known exposure to someone with suspected or confirmed COVID-19 should get tested 3-5 days after exposure and should wear a mask in public indoor settings for 14 days or until they receive a negative test result. People who are not fully vaccinated should be tested immediately after being identified, and, if negative, tested again in 5–7 days after last exposure or immediately if symptoms develop during quarantine. Ensure that absence policies are non-punitive. Eliminate or revise policies that encourage workers to come to work sick or when unvaccinated workers have been exposed to COVID-19. Businesses with fewer than 500 employees may be eligible for refundable tax credits under the American Rescue Plan (ARP) Act if they provide paid time off for sick and family leave to their employees due to COVID-19-related reasons. The ARP tax credits are available to eligible employers that pay sick and family leave for qualified leave from April 1, 2021, through September 30, 2021. More information is available from the IRS.
3. ***Implement physical distancing in all communal work areas for unvaccinated and otherwise at-risk workers.*** A key way to protect such workers is to physically distance them from other such people (workers or customers) – generally at least 6 feet of distance is recommended, although this is not a guarantee of safety, especially in enclosed or poorly ventilated spaces. In a workplace, workers often are required to work in close proximity to each other and/or customers or clients for extended periods of time. Maintaining physical distancing at the workplace for such workers is an important control to limit the spread of COVID-19.

Employers could also limit the number of unvaccinated or otherwise at-risk workers in one place at any given time, for example by implementing flexible worksites (e.g., telework); implementing flexible work hours (e.g., rotate or stagger shifts to limit the number of such workers in the workplace at the same time); delivering services remotely (e.g., phone, video, or web); or implementing flexible meeting and travel options, for such workers.

At fixed workstations where unvaccinated or otherwise at-risk workers are not able to remain at least 6 feet away from other people, transparent shields or other solid barriers can separate these workers from other people. Barriers should block face-to-face pathways between individuals in order to prevent direct transmission of respiratory droplets, and any openings should be placed at the bottom and made as small as possible. The height and posture (sitting or standing) of affected workers, directional airflow, and fire safety should be considered when designing and installing barriers, as should the need for enhanced ventilation.

4. ***Provide workers with face coverings or surgical masks,⁴ as appropriate, unless their work task requires a respirator or other PPE.*** In addition to unvaccinated and otherwise at-risk workers, CDC recommends that even fully vaccinated people wear masks in public indoor settings in areas of substantial or high transmission and notes that fully vaccinated people may appropriately choose to wear masks in public indoor settings regardless of community level of transmission, particularly if they are at risk or have someone in their household who is at risk or not fully vaccinated.

Workers should wear a face covering that covers the nose and mouth to contain the wearer's respiratory droplets and to help protect others and potentially themselves. Face coverings should be made of at least two layers of a tightly woven breathable fabric, such as cotton, and should not have exhalation valves or vents. They should fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face.

Employers should provide face coverings to workers who request them at no cost (and make replacements available to workers when they request them). Under federal anti-discrimination laws, employers may need to provide reasonable accommodations for any workers who are unable to wear or have difficulty wearing certain types of face

coverings due to a disability or who need a religious accommodation under Title VII of the Civil Rights Act of 1964. In workplaces with employees who are deaf or hard of hearing, employers should consider acquiring masks with clear coverings over the mouth to facilitate lip-reading.

Unless otherwise provided by federal, state, or local requirements, workers who are outdoors may opt not to wear face coverings unless they are at risk, for example, if they are immunocompromised. Regardless, all workers should be supported in continuing to wear a face covering if they choose, especially in order to safely work closely with other people.

When an employer determines that PPE is necessary to protect unvaccinated and otherwise at-risk workers from exposure to COVID-19, the employer must provide PPE in accordance with **relevant mandatory OSHA standards** and should consider providing PPE in accordance with other industry-specific guidance. Respirators, if necessary, must be provided and used in compliance with 29 CFR 1910.134 (e.g., medical determination, fit testing, training on its correct use), including certain provisions for voluntary use when workers supply their own respirators, and other PPE must be provided and used in accordance with the applicable standards in 29 CFR part 1910, Subpart I (e.g., 1910.132 and 133). There are times when PPE is not called for by OSHA standards or other industry-specific guidance, but some workers may have a legal right to PPE as a reasonable accommodation under the ADA. Employers are encouraged to proactively inform employees who have a legal right to PPE as a reasonable accommodation for their disability about how to make such a request. Other workers may want to use PPE if they are still concerned about their personal safety (e.g., if a family member is at higher risk for severe illness, they may want to wear a face shield in addition to a face covering as an added layer of protection). Encourage and support voluntary use of PPE in these circumstances and ensure the equipment is adequate to protect the worker.

For operations where the face covering can become wet and soiled, provide workers with replacements daily or more frequently, as needed. Face shields may be provided for use with face coverings to protect them from getting wet and soiled, but they do not provide adequate protection by themselves. See CDC's Guide to Masks.

Employers with workers in a setting where face coverings may increase the risk of heat-related illness indoors or outdoors or cause safety concerns due to introduction of a hazard (for instance, straps getting caught in machinery) may wish to consult with an occupational safety and health professional to help determine the appropriate face covering/respirator use for their setting.

5. **Educate and train workers on your COVID-19 policies and procedures using accessible formats and in languages they understand.** Train managers on how to implement COVID-19 policies. Communicate supportive workplace policies clearly, frequently, and via multiple methods to promote a safe and healthy workplace. Communications should be in plain language that unvaccinated and otherwise at-risk workers understand (including non-English languages, and American Sign Language or other accessible communication methods, if applicable) and in a manner accessible to individuals with disabilities. Training should be directed at employees, contractors, and any other individuals on site, as appropriate, and should include:
- A. Basic facts about COVID-19, including how it is spread and the importance of physical distancing (including remote work), ventilation, vaccination, use of face coverings, and hand hygiene.
 - B. Workplace policies and procedures implemented to protect workers from COVID-19 hazards.

For basic facts, see About COVID-19 and What Workers Need to Know About COVID-19 above and see more on vaccinations, improving ventilation, physical distancing (including remote work), PPE, and face coverings, respectively, elsewhere in this document. Some means of tracking which workers have received this information, and when, could be utilized by the employer as appropriate.

In addition, ensure that workers understand their rights to a safe and healthful work environment, whom to contact with questions or concerns about workplace safety and health, and their right to raise workplace safety and health concerns free from retaliation. (See Implementing Protections from Retaliation, below.) This information should also be

provided in a language that workers understand. Ensure supervisors are familiar with workplace flexibilities and other human resources policies and procedures.

6. ***Suggest or require that unvaccinated customers, visitors, or guests wear face coverings in public-facing workplaces such as retail establishments, and that all customers, visitors, or guests wear face coverings in public, indoor settings in areas of substantial or high transmission.*** This could include posting a notice or otherwise suggesting or requiring that people wear face coverings, even if no longer required by your jurisdiction. Individuals who are under the age of 2 or are actively consuming food or beverages on site need not wear face coverings.
7. ***Maintain Ventilation Systems.*** The virus that causes COVID-19 spreads between people more readily indoors than outdoors. Improving ventilation is a key engineering control that can be used as part of a layered strategy to reduce the concentration of viral particles in indoor air and the risk of virus transmission to unvaccinated and otherwise at-risk workers in particular. A well-maintained ventilation system is particularly important in any indoor workplace setting and when working properly, ventilation is an important control measure to limit the spread of COVID-19. Some measures to improve ventilation are discussed in CDC's Ventilation in Buildings and in the OSHA Alert: COVID-19 Guidance on Ventilation in the Workplace. These recommendations are based on American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Guidance for Building Operations and Industrial Settings during the COVID-19 Pandemic. Adequate ventilation will protect all people in a closed space. Key measures include ensuring heating, ventilation, and air conditioning (HVAC) systems are operating in accordance with the manufacturer's instructions and design specifications, conducting all regularly scheduled inspections and maintenance procedures, maximizing the amount of outside air supplied, installing air filters with a Minimum Efficiency Reporting Value (MERV) 13 or higher where feasible, maximizing natural ventilation in buildings without HVAC systems by opening windows or doors, when conditions allow (if that does not pose a safety risk), and considering the use of portable air cleaners with High Efficiency Particulate Air (HEPA) filters in spaces with high occupancy or limited ventilation.
8. ***Perform routine cleaning and disinfection.*** If someone who has been in the facility within 24 hours is suspected of having or confirmed to have COVID-19, follow the CDC cleaning and disinfection recommendations. Follow requirements in **mandatory OSHA standards** 29 CFR 1910.1200 and 1910.132, 133, and 138 for hazard communication and PPE appropriate for exposure to cleaning chemicals.
9. ***Record and report COVID-19 infections and deaths:*** Under **mandatory OSHA rules in 29 CFR part 1904**, employers are required to record work-related cases of COVID-19 illness on OSHA's Form 300 logs if the following requirements are met: (1) the case is a confirmed case of COVID-19; (2) the case is work-related (as defined by 29 CFR 1904.5); and (3) the case involves one or more relevant recording criteria (set forth in 29 CFR 1904.7) (e.g., medical treatment, days away from work). Employers must follow the requirements in 29 CFR part 1904 when reporting COVID-19 fatalities and hospitalizations to OSHA. More information is available on OSHA's website. Employers should also report outbreaks to local health departments as required and support their contact tracing efforts.

In addition, employers should be aware that Section 11(c) of the Act prohibits reprisal or discrimination against an employee for speaking out about unsafe working conditions or reporting an infection or exposure to COVID-19 to an employer. In addition, **mandatory OSHA standard** 29 CFR 1904.35(b) also prohibits discrimination against an employee for reporting a work-related illness.

Note on recording adverse reactions to vaccines: OSHA, like many other federal agencies, is working diligently to encourage COVID-19 vaccinations. OSHA does not want to give any suggestion of discouraging workers from receiving COVID-19 vaccination or to disincentivize employers' vaccination efforts. As a result, OSHA will not enforce 29 CFR part 1904's recording requirements to require any employers to record worker side effects from COVID-19 vaccination at least through May 2022. OSHA will reevaluate the agency's position at that time to determine the best course of action moving forward. Individuals may choose to submit adverse reactions to the federal Vaccine Adverse Event Reporting System.

10. **Implement protections from retaliation and set up an anonymous process for workers to voice concerns about COVID-19-related hazards:** Section 11(c) of the OSH Act prohibits discharging or in any other way discriminating against an employee for engaging in various occupational safety and health activities. Examples of violations of Section 11(c) could include discriminating against employees for raising a reasonable concern about infection control related to COVID-19 to the employer, the employer's agent, other employees, a government agency, or to the public, such as through print, online, social, or any other media; or against an employee for voluntarily providing and safely wearing their own PPE, such as a respirator, face shield, gloves, or surgical mask.

In addition to notifying workers of their rights to a safe and healthful work environment, ensure that workers know whom to contact with questions or concerns about workplace safety and health, and that there are prohibitions against retaliation for raising workplace safety and health concerns or engaging in other protected occupational safety and health activities (see educating and training workers about COVID-19 policies and procedures, above); also consider using a hotline or other method for workers to voice concerns anonymously.

11. **Follow other applicable mandatory OSHA standards:** All of OSHA's standards that apply to protecting workers from infection remain in place. These **mandatory OSHA standards** include: requirements for PPE (29 CFR part 1910, Subpart I (e.g., 1910.132 and 133)), respiratory protection (29 CFR 1910.134), sanitation (29 CFR 1910.141), protection from bloodborne pathogens: (29 CFR 1910.1030), and OSHA's requirements for employee access to medical and exposure records (29 CFR 1910.1020). Many healthcare workplaces will be covered by the **mandatory OSHA COVID-19 Emergency Temporary Standard**. More information on that standard is available on OSHA's website. Employers are also required by the General Duty Clause, Section 5(a)(1) of the OSH Act, to provide a safe and healthful workplace free from recognized hazards that are causing or likely to cause death or serious physical harm.

Appendix: Measures Appropriate for Higher-Risk Workplaces with Mixed-Vaccination Status Workers

Employers should take additional steps to mitigate the spread of COVID-19 among unvaccinated or otherwise at-risk workers due to the following types of workplace environmental factors, especially in locations of substantial or high transmission:

- **Close contact**— where unvaccinated and otherwise at-risk workers are working close to one another, for example, on production or assembly lines or in busy retail settings. Such workers may also be near one another at other times, such as when clocking in or out, during breaks, or in locker/changing rooms.
- **Duration of contact** – where unvaccinated and otherwise at-risk workers often have prolonged closeness to coworkers (e.g., for 6–12 hours per shift). Continued contact with potentially infectious individuals increases the risk of SARS-CoV-2 transmission.
- **Type of contact** – where unvaccinated and otherwise at-risk workers may be exposed to the infectious virus through respiratory particles in the air—for example, when infected workers in a manufacturing or factory setting cough or sneeze, especially in poorly ventilated spaces. Confined spaces without adequate ventilation increase the risk of viral exposure and transmission. It is also possible, although less likely, that exposure could occur from contact with contaminated surfaces or objects, such as tools, workstations, or break room tables. Shared closed spaces such as break rooms, locker rooms, and interior hallways in the facility may contribute to risk.
- **Other distinctive factors that may increase risk among unvaccinated or otherwise at-risk workers include:**
 - A common practice at some workplaces of sharing employer-provided transportation such as ride-share vans or shuttle vehicles;
 - Frequent contact with other individuals in community settings, especially in areas where there is substantial or high community transmission; and
 - Communal housing or living quarters onboard vessels with other unvaccinated or otherwise at-risk individuals.

In these types of higher-risk workplaces – which include manufacturing; meat, seafood, and poultry processing; high-volume retail and grocery; and agricultural processing settings – this Appendix provides best practices to protect unvaccinated and otherwise at-risk workers. Please note that these recommendations are *in addition to* those in the general precautions described above, including isolation of infected or possibly infected workers, and other precautions.

In all workplaces with heightened risk due to workplace environmental factors where there are unvaccinated or otherwise at-risk workers in the workplace:

- Stagger break times in these generally high-population workplaces, or provide temporary break areas and restrooms to avoid groups of unvaccinated or otherwise at-risk workers congregating during breaks. Such workers should maintain at least 6 feet of distance from others at all times, including on breaks.
- Stagger workers' arrival and departure times to avoid congregations of unvaccinated or otherwise at-risk workers in parking areas, locker rooms, and near time clocks.
- Provide visual cues (e.g., floor markings, signs) as a reminder to maintain physical distancing.
- Require unvaccinated or otherwise at-risk workers, and also fully vaccinated workers in areas of substantial or high community transmission, to wear masks whenever possible, encourage and consider requiring customers and other visitors to do the same.
- Implement strategies (tailored to your workplace) to improve ventilation that protects workers as outlined in CDC's Ventilation in Buildings and in the OSHA Alert: COVID-19 Guidance on Ventilation in the Workplace, and ASHRAE Guidance for Building Operations and Industrial Settings During the COVID-19 Pandemic.

In high-volume retail workplaces (or well-defined work areas within retail workplaces) where there are unvaccinated or otherwise at-risk workers, customers, or other people:

- Ask customers and other visitors to wear masks—or consider requiring them—especially in areas of substantial or high transmission.
- Consider ways to promote physical distancing between unvaccinated or otherwise at-risk people and/or limiting occupancy to allow for physical distancing consistent with CDC guidance.
- Move the electronic payment terminal/credit card reader farther away from unvaccinated and otherwise at-risk workers in order to increase the distance between customers and such workers, if possible.
- Adjust stocking activities to limit contact between unvaccinated and otherwise at-risk workers and customers.

Unvaccinated or otherwise at-risk workers are also at risk when traveling to and from work in employer-provided buses and vans.

- Notify unvaccinated and otherwise at-risk workers of this risk and, to the extent feasible, help them limit the number of such workers in one vehicle.
- Make sure all unvaccinated and otherwise at-risk workers sharing a vehicle are wearing appropriate face coverings. Make sure all workers wear appropriate face coverings in areas of substantial or high community transmission.
- Where not prohibited by weather conditions, open vehicle windows.

In meat, poultry, and seafood processing settings; manufacturing facilities; and assembly line operations (including in agriculture) involving unvaccinated and otherwise at-risk workers:

- Ensure adequate ventilation in the facility, or if feasible, move work outdoors.
- Space such workers out, ideally at least 6 feet apart, and ensure that such workers are not working directly across from one another. Barriers are not a replacement for worker use of face coverings and physical distancing.
- If barriers are used where physical distancing cannot be maintained, they should be made of a solid, impermeable material, like plastic or acrylic, that can be easily cleaned or replaced. Barriers should block face-to-face pathways and should not flap or otherwise move out of position when they are being used.

- Barriers do not replace the need for physical distancing – at least six feet of separation should be maintained between unvaccinated and otherwise at-risk individuals whenever possible.

¹ CDC provides information about face coverings as one type of mask among other types of masks. OSHA differentiates face coverings from the term “mask” and from respirators that meet OSHA’s Respiratory Protection Standard.

CDC’s definition of masks includes those that are made of cloth, those that are disposable, and those that meet a standard. Cloth face coverings may be commercially produced or improvised (i.e., homemade) and are not considered personal protective equipment (PPE). Surgical masks are typically cleared by the U.S. Food and Drug Administration as medical devices and are used to protect workers against splashes and sprays (i.e., droplets) containing potentially infectious materials; in this capacity, surgical masks are considered PPE.

² People who are not fully vaccinated should be tested immediately after being identified (with known exposure to someone with suspect or confirmed COVID-19), and, if negative, tested again in 5–7 days after last exposure or immediately if symptoms develop during quarantine.

³ The CDC and the Department of Education have addressed situations where a student cannot wear a mask because of disability. See Guidance for COVID-19 Prevention in K-12 Schools and COVID-19 Manual - Volume 1 (updated).

⁴ See footnote 1 for more on masking.

UNITED STATES DEPARTMENT OF LABOR

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FEDERAL GOVERNMENT

White House
Severe Storm and Flood Recovery
Assistance
Disaster Recovery Assistance
DisasterAssistance.gov
USA.gov
No Fear Act Data
U.S. Office of Special Counsel

OCCUPATIONAL SAFETY & HEALTH

(<http://www.health.state.mn.us/index.html>)



As we learn more about COVID-19, recommendations and guidance are updated frequently. Please check back often.

If You Are Sick or Test Positive: COVID-19

On this page:

[If you feel sick or have any symptoms of COVID-19](#)

[If you test positive for COVID-19](#)

[Getting COVID-19 again](#)

[How long to stay home](#)

[Going to the doctor](#)

[Caring for someone who is sick](#)

[COVID-19 Medication Options \(http://www.health.state.mn.us/diseases/coronavirus/meds.html\)](http://www.health.state.mn.us/diseases/coronavirus/meds.html)

Medications to **prevent** or **treat** illness may be available if you have certain medical conditions or are at high risk of contact with someone with COVID-19. Note: some treatments must be given **as soon as possible** after a positive test result.

If you feel sick or have any symptoms of COVID-19

Whether or not you are fully vaccinated:

Get tested right away. Visit [COVID-19 Testing](#)

(<http://www.health.state.mn.us/diseases/coronavirus/testsites/index.html>).

Stay home and away from others. Refer to the [how long to stay home](#) section below.

Wear a mask if you must be around others. Follow [Recommendations for Wearing Masks](#)

(<http://www.health.state.mn.us/diseases/coronavirus/facecover.html>).

Wash your hands often, with soap and water. Wash for at least 20 seconds. If soap and water are not available, use hand sanitizer that is at least 60% alcohol.

[Hand Hygiene \(http://www.health.state.mn.us/people/handhygiene/index.html\)](http://www.health.state.mn.us/people/handhygiene/index.html)

[Cover Your Cough \(http://www.health.state.mn.us/people/cyc/index.html\)](http://www.health.state.mn.us/people/cyc/index.html): cough or sneeze into your elbow or a tissue. Throw used tissues in the trash. Wash your hands.

If you test positive for COVID-19

Stay home and away from others, even if you do not have symptoms. Refer to the [how long to stay home](#) section below.

Symptoms may appear up to 14 days after you are close to someone with COVID-19 (exposed).

You can spread COVID-19 to others several days before you have any symptoms, or even if you never have any symptoms of COVID-19.

If you have been fully vaccinated and test positive for COVID-19, you still need to stay home and away from others. Visit [About COVID-19 Vaccine: For fully vaccinated people](http://www.health.state.mn.us/diseases/coronavirus/vaccine/basics.html#recs) (<http://www.health.state.mn.us/diseases/coronavirus/vaccine/basics.html#recs>).

If you are older or have certain medical conditions, it is helpful to let your health care provider know you have COVID-19. They may have specific advice for you.

Tell your close contacts, including people who are fully vaccinated, that they may have been exposed to COVID-19 and share the information on [Close Contacts and Tracing](http://www.health.state.mn.us/diseases/coronavirus/close.html) (<http://www.health.state.mn.us/diseases/coronavirus/close.html>).

[Tips to Remember Your COVID-19 Contacts \(PDF\)](http://www.health.state.mn.us/diseases/coronavirus/tipscontact.pdf)

(<http://www.health.state.mn.us/diseases/coronavirus/tipscontact.pdf>)

10/5/20

[What to do if you have COVID-19 \(PDF\)](http://www.health.state.mn.us/diseases/coronavirus/case.pdf)

(<http://www.health.state.mn.us/diseases/coronavirus/case.pdf>)

Updated 8/3/21

(Updates to other languages will be posted when available.)

[Other languages: If you have COVID-19](#)



For additional guidance, visit:

[CDC: If You Are Sick or Caring for Someone](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html) (<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html>)

[CDC: People with Certain Medical Conditions](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html) (<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html>)

Getting COVID-19 again

If you had COVID-19 in the past three months, you may still have some protection from the virus. However, after those first three months, your chance of getting COVID-19 again increases, especially with new variants circulating.

Variants may be different from your initial infection and your natural immunity may not be able to protect you as well from the variants. The best way to protect yourself is to get vaccinated. You do not have to wait three months after recovering from COVID-19 to get vaccinated.

New research shows that people who are fully vaccinated get better protection from COVID-19 compared to those who only have natural immunity from a previous infection of COVID-19. A CDC report showed that unvaccinated people who already had COVID-19 are more than twice as likely than fully vaccinated people to get COVID-19 again: [Reduced Risk of Reinfection with SARS-CoV-2 After COVID-19 Vaccination — Kentucky, May–June 2021](https://www.cdc.gov/mmwr/volumes/70/wr/mm7032e1.htm)

(<https://www.cdc.gov/mmwr/volumes/70/wr/mm7032e1.htm>).

For more information, visit: [About COVID-19 Vaccine](#)

(<http://www.health.state.mn.us/diseases/coronavirus/vaccine/basics.html>)

How long to stay home

If you have symptoms of COVID-19, stay home until all three of these things are true:

You feel better. Your cough, shortness of breath, or other symptoms are better.

and

It has been 10 days since you first felt sick.

and

You have had no fever for at least 24 hours, without using medicine that lowers fevers.

If you have tested positive for COVID-19 but do not have symptoms, you must still stay home and away from others for 10 days.

If a lab test shows you have COVID-19, someone from the health department will give you more information and answer your questions.

Talk to your health care provider if you have questions.

If a lab test shows you do not have COVID-19 but you have symptoms, stay home until your symptoms are better and you do not have a fever. Symptoms of COVID-19 can be similar to other illnesses. It is important to follow your health care provider's advice before going back to school, work, or other places.

Going to the doctor

Call ahead before going in to see a health care provider.

If you are older or have other medical conditions, it may be helpful to let your health care provider know you are sick. They may have some specific advice for you.

Some people with COVID-19 have worse symptoms during the second week of illness.

Seek medical care right away if your illness is getting worse (for example, if you have difficulty breathing). Call ahead and tell them your symptoms.

Low oxygen levels can be an early warning sign that people need medical care. For more information, refer to [Oxygen Levels, Pulse Oximeters, and COVID-19](#)

(<http://www.health.state.mn.us/diseases/coronavirus/pulseoximeter.html>).

CDC's Coronavirus Self-Checker found at [Symptoms of COVID-19 \(https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html\)](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) can help you make decisions about seeking appropriate medical care. This tool is not intended for the diagnosis or treatment of disease or other conditions, including COVID-19.

[Resources to Find Low-Cost Health Care or get Health Insurance](#)

(<http://www.health.state.mn.us/diseases/coronavirus/materials/lowcost.html>)

Available in multiple languages.

Caring for someone who is sick

If someone in your household gets sick, do your best to keep them away from others in the house. Have one person take care of the person who is sick. Stay 6 feet away from the person who is sick as much as you can, even if you are vaccinated.

CDC: Caring for Someone Sick at Home (<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/care-for-someone.html>)

Caregivers and anyone who has been in close contact with someone who has COVID-19 should stay home, except in limited circumstances. Learn about when and how to quarantine: Close Contacts and Tracing (<http://www.health.state.mn.us/diseases/coronavirus/close.html>).

The person who is sick should wear a cloth face covering when anyone else is in the room, except when sleeping. The caregiver, and everyone else in the house, should wear cloth face coverings when they are in the same room with the person who is sick. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is not able to remove the covering without help.

The person who is sick should not make food or eat with others in the house.

If a sleeping room must be shared, open doors or windows sometimes to get fresh air inside. Sleep at least 6 feet apart, hang curtains or put cardboard walls around the person who is sick, and sleep head to toe.

If a bathroom must be shared, clean doorknobs, faucets, and other surfaces people touch a lot. Clean each time the person who is sick uses the bathroom.

Always wash your hands when touching surfaces and items in rooms the sick person also uses. Do not to touch your face with unwashed hands.

Updated Friday, 17-Sep-2021 12:21:26 CDT

For fully vaccinated people

Recommendations after vaccination

If you have been fully vaccinated for COVID-19 and it has been at least 2 weeks since the final dose of vaccine (enough time for your body to develop immunity), you have good protection against severe disease. Early data shows that vaccines not only prevent you from getting sick from COVID-19, they also help you from spreading it to others. However, if you are infected with the COVID-19 Delta variant you can spread the virus to others. Some people who are fully vaccinated will get sick if they are exposed to the COVID-19 virus. These are called “vaccine breakthrough cases.” This is normal as no vaccine is 100% effective. COVID-19 vaccines greatly reduce the chance of hospitalization and death. Learn more about breakthrough cases in the “Getting COVID-19 after being vaccinated” section below.

Because the Delta variant spreads more easily, MDH recommends everyone, both fully vaccinated and unvaccinated wear a mask:

- Indoors in businesses and public places and crowded outdoor settings if you are in an area of substantial or high transmission. Learn more about COVID-19 transmission rates where you live on the [CDC COVID Data Tracker: COVID-19 Integrated County View](#).
- If you have a weakened immune system or at an increased risk for severe disease from COVID-19. People who are at increased risk for severe disease include older adults and those who have [certain medical conditions](#) such as diabetes, overweight or obesity, and heart conditions. Immunocompromised people, even if fully vaccinated, should talk to their health care providers for other specific recommendations.
- If you live or frequently interact with someone who is immunocompromised, not fully vaccinated, or at an increased risk for severe disease from COVID-19.
- In specific situations, such as schools, health care settings, correctional settings, and shelters, or businesses and communities that set their own face covering rules.
- If you travel. Follow CDC requirements and recommendations: [Domestic Travel During COVID-19](#).

You may choose to wear a mask in any situation where it feels needed if you are fully vaccinated, regardless of whether others around you are masked.

For more information, refer to [Recommendations for Wearing Masks](#).

It is still important to:

- Follow guidance specific to your workplace. If you have questions or concerns about safety in the workplace, contact MNOSHA Compliance at 651-284-5050 or osha.compliance@state.mn.us.
- Stay home and away from others if you have symptoms of COVID-19. Get tested. If you must go out (e.g., to go to a medical appointment), wear a mask. Refer to [If You Are Sick: COVID-19](#).

For more information, visit [CDC: When You've Been Fully Vaccinated](#).

Additionally:

- Do not visit with people who have COVID-19. If someone in your household gets sick, do your best to keep them away from others in the house. If you are fully vaccinated, you can take care of the person who is sick but try to stay 6 feet away from them as much as you can.
- Do not visit people who have had close contact to someone with COVID-19 and are in quarantine.

If someone is fully vaccinated and is exposed, they do not need to quarantine if **BOTH** of the following are true:

- The COVID-19 exposure was at least 14 days after their vaccination series was fully completed.
- They do not currently have any symptoms of COVID-19.

People who live or work in a health care or long-term care facility, have been vaccinated, and have a COVID-19 exposure should refer to [COVID-19 Recommendations for Health Care Workers \(PDF\)](#).

We will continue to evaluate these recommendations as more people in the community get vaccinated and we see how this impacts spread of disease.

COVID-19 updates: [Free vaccine clinics](#)| [Face coverings required in all county buildings](#)[Residents](#) ▾[Businesses](#) ▾[Your Government](#) ▾[COVID-19 Info](#) ▾[How do I...?](#) >[Home](#) / [COVID-19 Info](#)

Cloth Face Coverings (Masks)

There is no longer a statewide requirement to wear face coverings in most settings. However, federal, state or local laws may require face coverings in some settings, and businesses may set their own requirements.

[Learn more](#)

Policies

City of Saint Paul

As of August 3, 2021 - The City of Saint Paul has resumed its requirement that all employees and visitors to city-controlled facilities wear cloth face coverings, whether they are vaccinated or not. [Learn more](#)

Ramsey County

Following the meeting of the Ramsey County Board of Commissioners on Tuesday, August 3 - Due to an increase in the number of COVID-19 cases in Ramsey County, and new recommendations from the Centers for Disease Control and Prevention, cloth face coverings are now required in county facilities.

- All visitors and employees are required to wear cloth face coverings regardless of whether they are vaccinated or not.
- This policy applies to all indoor buildings and facilities operated by Ramsey County.
- Free masks are available at county buildings for visitors who need them.

Visitors are not required to wear a face covering while outdoors at Ramsey County sites, unless at an activity specifically signed by the county as requiring a face covering. Ramsey County employees are required to wear face coverings outdoors while they are within six feet of others.

State of Minnesota

As of May 15, 2021 - There is no longer a statewide requirement to wear face coverings in most settings. However, federal, state or local laws may require face coverings in some settings, and businesses may set their own requirements. [Recommendations for wearing masks](#)

Current CDC mask recommendations

To reduce the risk of being infected with the Delta variant and possibly spreading it to others, the Centers for Disease Control (CDC) now recommends everyone (vaccinated and unvaccinated individuals) wear masks in public settings while indoors based on the current level of transmission of COVID-19.

- Wear a mask indoors in public if you are in an area of substantial or high transmission (this includes Ramsey County).
- If you haven't been vaccinated yet, find a vaccine clinic

+ Signs, posters and fact sheets

Face coverings required - Ramsey County

- > 8.5x11 - Face Coverings Required
- > 8.5x11 - Face Coverings Required + You will be screened for symptoms
- > 11x17 - Face Coverings Required
- > 11x17 - Face Coverings Required + You will be screened for symptoms

Are you wearing your face mask properly? - M Health Fairview

- > English
- > Español
- > Hmoob
- > Karen
- > Soomaali

COVID-19 mask do's and don'ts - Minnesota Department of Health

- > American Sign Language (ASL)
- > English
- > Español
- > Hmoob
- > Karen
- > Afaan Oromoo
- > Soomaali

How to wear a face mask/face covering

- > How to Safely Wear Your Mask - MDH (available in multiple languages)
- > How to Safely Wear and Take Off a Cloth Face Covering - CDC

Cloth face mask guidance - Ramsey County

- > English
- > Español
- > Hmoob

- › [Karen](#)
- › [Afaan Oromoo](#)
- › [Soomaali](#)

How to make a cloth face covering

Sources provided by the Minnesota Department of Health.

Videos

- › [How to Make Your own Face Covering](#) (CDC)
- › [Facemask Kit](#) (Providence St. Joseph Health)
- › [How to sew a simple fabric facemask](#) (YouTube)

Written instructions

- › [How to make, use and clean a cloth face mask](#) (CDC)
- › [How to make a face mask](#) (Allina Health)
- › [Facemask directions](#) (Joan Glass)
- › [Facemask: A picture tutorial](#)
- › [Taiwanese Doctor teaches how to DIY cloth face mask](#)

Other information

- › [What are the best materials for DIY masks?](#)

Free masks available through A Mask for Everyone

The A Mask for Everyone initiative was launched by Ramsey County's [COVID-19 Racial Equity and Community Engagement Response Team \(RECERT\)](#) to ensure that individuals and families - specifically racially, ethnically and culturally diverse communities - have access to:

- A homemade mask to help slow the spread of COVID-19.
- Accurate and up-to-date information about the importance of wearing a mask.
- Instructions on proper use and care of homemade masks.

[Learn more about requesting or donating masks](#)

(<http://www.health.state.mn.us/index.html>)



As we learn more about COVID-19, recommendations and guidance are updated frequently. Please check back often.

Recommendations for Wearing Masks

[Lus Qhia Looj Daim Ntaub Npog Qhov Ncauj](#)

(<http://www.health.state.mn.us/diseases/coronavirus/facecoverhmong.html>) (Hmong)

[Talooyinka Xirashada Maaskarada](#)

(<http://www.health.state.mn.us/diseases/coronavirus/facecoversomali.html>) (Somali)

[Recomendaciones para el uso de mascarillas](#)

(<http://www.health.state.mn.us/diseases/coronavirus/facecoverspanish.html>) (Spanish)

Updated 9/2/2021

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[Laws in certain settings may require masks](#)

[Reasonable accommodations](#)

[How masks work](#)

[Types of masks](#)

[How to wear a mask](#)

The Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) recommend that people, both fully vaccinated and unvaccinated, continue to wear a well-fitted mask in some settings or situations. Other federal, state, or local laws may require masks, and businesses may set their own requirements.

It is important to wear a mask in some settings to help limit the spread of COVID-19. Viruses constantly change and new variants of a virus are expected to occur over time. New data suggests that an emerging variant, the Delta variant, is different than past versions of the virus and spreads about twice as easily from one person to another. With the Delta variant, fully vaccinated people may be able to pass the disease to others. However, the vaccines still work. Fully vaccinated people are less likely to get infected, and if a vaccinated person gets infected, the illness will likely be mild. The vaccine also greatly reduces the chance of hospitalization and death.

Learn more at [About COVID-19: variants](#)

(<http://www.health.state.mn.us/diseases/coronavirus/basics.html#variants>).

Because the Delta variant is shown to spread more easily, MDH recommends everyone, **both fully vaccinated and unvaccinated**, wear a mask in the following situations:

Indoor businesses and public settings and crowded outdoor settings in areas with substantial or high transmission. Refer to the map on [CDC COVID Data Tracker: COVID-19 Integrated County View](https://covid.cdc.gov/covid-data-tracker/#county-view) (<https://covid.cdc.gov/covid-data-tracker/#county-view>) to find community transmission levels in your county.

If you are immunocompromised or at an increased risk for severe disease from COVID-19, consider wearing a mask regardless of the level of transmission in your area. People who are at increased risk for severe disease include older adults and those who have [certain medical conditions](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html) (<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html>) such as diabetes, overweight or obesity, and heart conditions. Immunocompromised people, even if fully vaccinated, should talk to their health care providers for other specific recommendations.

If you live or frequently interact with someone who is immunocompromised, not fully vaccinated, or at an increased risk for severe disease from COVID-19, consider wearing a mask in indoor public or crowded outdoor settings regardless of the level of transmission in your area.

Where you are in settings that pose a high risk of COVID-19 spread or complications from COVID-19 infection, such as schools, health care settings, homeless shelters, and correctional facilities. Refer to: [Schools and Child Care COVID-19 Best Practice Recommendations](http://www.health.state.mn.us/diseases/coronavirus/schools/plan.html) (<http://www.health.state.mn.us/diseases/coronavirus/schools/plan.html>)
[CDC: Updated Healthcare Infection Prevention and Control Recommendations in Response to COVID-19 Vaccination](https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-after-vaccination.html) (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-after-vaccination.html>)
[CDC: COVID-19 Vaccine FAQs in Correctional and Detention Center](https://www.cdc.gov/coronavirus/2019-ncov/community/correction-detention/vaccine-faqs.html) (<https://www.cdc.gov/coronavirus/2019-ncov/community/correction-detention/vaccine-faqs.html>).

If you have symptoms of COVID-19, it is important to stay home and away from others. If you must go out (e.g., to go to a medical appointment), wear a mask. Refer to [If You Are Sick: COVID-19](http://www.health.state.mn.us/diseases/coronavirus/sick.html) (<http://www.health.state.mn.us/diseases/coronavirus/sick.html>) for guidance on staying home and away from others (isolation).

If you have been close to someone with COVID-19, follow recommendations for [COVID-19 testing](http://www.health.state.mn.us/diseases/coronavirus/testsites/index.html) (<http://www.health.state.mn.us/diseases/coronavirus/testsites/index.html>) and [close contacts](http://www.health.state.mn.us/diseases/coronavirus/close.html) (<http://www.health.state.mn.us/diseases/coronavirus/close.html>).

If you are not fully vaccinated, stay home and away from others (quarantine) and wear a mask if other people are around.

If you are fully vaccinated, you should wear a mask in public, indoor settings for 14 days following exposure or until your test result is negative.

Fully vaccinated people may choose to wear a mask in any situation where it feels needed, regardless of whether others around them are masked.

People who are not vaccinated

People who are not vaccinated, including children, are at much higher risk for getting and spreading the virus that causes COVID-19 than those who are fully vaccinated.

In addition to the above recommendations for everyone, anyone who is not fully vaccinated, including children ages 2 and older, should continue to wear well-fitted facemasks in the following settings, regardless of COVID-19 transmission levels:

- Indoor businesses and public settings
- Around people from other households
- Outdoors when social distancing cannot be maintained

When wearing a mask in these situations is impractical or impossible (for example, when eating or drinking, or when presenting or performing in situations where it is necessary for faces to be visible), it is particularly important to maintain social distancing of at least 6 feet from others as much as possible.

Visit [CDC: Your Guide to Masks \(https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html\)](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html) for more information.

Laws in certain settings may require masks

Certain settings may have specific federal, state, and/or local legal requirements that require facemasks.

CDC requires facemasks on buses, trains, trolleys, subways, ride-shares, maritime transportation, air travel, and other public transportation. Visit [CDC: Requirement for Face Masks on Public Transportation Conveyances and at Transportation Hubs \(https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html\)](https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html).

Passengers and drivers must wear a mask on school buses, including on buses operated by public and private school systems.

Health care settings – including long-term care – may be required by federal, state, and/or local regulatory authorities to require facemasks in certain situations.

Local authorities (such as a city, town, or county) are permitted to establish mask requirements and those requirements must be followed.

Businesses and entities can also set their own mask rules, and workers and customers may be legally required to follow those requirements.

Note that this is not an exhaustive list of federal, state, or local requirements. Be sure you understand your region and industry's legal requirements. Businesses that are uncertain about applicable legal requirements should seek legal advice.

Reasonable accommodations

In certain circumstances, the use of masks may not be reasonable, and safe alternative accommodations should be considered.

Businesses and other entities that choose to require masks should also consider disability exemptions. Refer to [CDC: Disability Exemptions: Order: Wearing of face masks \(https://www.cdc.gov/quarantine/masks/mask-travel-guidance.html#disability-exemptions\)](https://www.cdc.gov/quarantine/masks/mask-travel-guidance.html#disability-exemptions). Businesses and other entities should be aware that:

People who have certain disabilities, behavioral needs, or other health, mental health, or developmental conditions may have difficulty wearing a mask or other face covering safely.

People who have trouble breathing, are unconscious, or are unable to remove a mask without help should not wear a mask.

Children under age 2 should not wear a mask.

Certain situations (e.g., swimming or other activities that will soak or submerge a face covering in water) may make masks unsafe.

Minnesotans with disabilities have the right to live free from discrimination. The Minnesota Human Rights Act prohibits disability discrimination in public places, employment, schools, and other areas. If you have a disability that prevents you from wearing a mask and you believe you have been discriminated against because of your disability, report the incident to [Minnesota Department of Human Rights: Report Discrimination \(https://mn.gov/mdhr/intake/consultationinquiryform\)](https://mn.gov/mdhr/intake/consultationinquiryform) or call the Discrimination Helpline at 1-833-454-0148.

How masks work

The virus that causes COVID-19 is thought to be mostly spread by respiratory droplets and fine particles released when people breath, talk, cough, or sneeze.

Wearing a well-fitted mask stops these droplets from spreading to others. This is extra important because around 40-50% of people with COVID-19 do not have symptoms but can still spread the virus.

Wearing a mask does not mean people who are sick should be in public. Stay home if you are sick unless you need to seek medical care.

Wearing a mask and following other public health recommendations (like staying 6 feet from others and washing your hands often) can provide extra layers of protection against getting and spreading COVID-19.

Types of masks

Wear masks with two or more layers of tightly woven fabric. Face coverings made of thinner, loosely woven, or single-layer fabric such as certain types of masks, scarves, neck gaiters, or bandannas are not as effective for blocking droplets that come out when speaking, coughing, or sneezing, and should only be used if nothing else is available. If you wear a scarf or neck gaiter for warmth, also wear a mask underneath it.

Any masks that incorporate a valve that is designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are NOT sufficient face coverings because they allow droplets to be released from the mask.

Look for masks with nose wires. They can improve fit and help reduce gaps or holes.

How to wear a mask

Wash your hands before putting on your mask and after taking it off.

A mask must cover the nose and mouth completely and fit snugly against your face without gaps. The mask should not be overly tight or restrictive and should feel comfortable to wear.

For children 2 years and older, find a mask that is made for children to help ensure proper fit. Children under age 2 should NOT wear a mask.

If you wear glasses, find a mask that fits closely over your nose or one that has a nose wire to limit fogging. Do **NOT** touch the mask when wearing it. If you often have to touch or adjust your mask, it does not fit you properly and you may need to find a different mask or make adjustments.

Wash your mask after each time you wear it.

Refer to the following resources for additional guidance and tips on how to wear a mask:

[Considerations for Face Shields \(PDF\)](#)

<http://www.health.state.mn.us/diseases/coronavirus/faceshields.pdf>

[How to Safely Wear Your Mask \(PDF\)](#)

<http://www.health.state.mn.us/diseases/coronavirus/materials/masksafely.pdf>

Poster for download and printing.

[Videos for COVID-19 Response](#)

<http://www.health.state.mn.us/diseases/coronavirus/materials/videos.html#masks>

How to Safely Wear Your Mask and COVID-19 Mask Do's and Don'ts. Includes transcripts and other languages.

[Facemasks and Personal Protective Equipment \(PPE\)](#)

<http://www.health.state.mn.us/diseases/coronavirus/guidance.html#ppe>

[CDC: Use Masks to Slow the Spread of COVID-19 \(https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html\)](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html)

[CDC: Your Guide to Masks \(https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html\)](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html)

[Hearing, Speech & Deaf Center: How to Make an Accessible, Deaf-friendly Face Mask](#)

<https://hsdc.org/coronavirus/accessible-deaf-friendly-face-mask/>

Updated Wednesday, 15-Sep-2021 13:38:40 CDT

COVID-19 updates: [Free vaccine clinics](#)| [Face coverings required in all county buildings](#)[Residents](#) ▾[Businesses](#) ▾[Your Government](#) ▾[COVID-19 Info](#) ▾[How do I...?](#) >[Home](#) / [COVID-19 Info](#) / [County Employee Information](#)

HR Guidance for Exposure to COVID-19 and Leave Time

This guidance was produced by Ramsey County Human Resources in collaboration with Public Health. If you have a question that is not covered in this guide, please contact your HR generalist or your supervisor.

Last updated March 8, 2021

Situations

1. You have been diagnosed with COVID-19.

Process and actions to take for benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave*

*If you have experienced complications or hospitalization from a positive COVID-19 diagnosis or have been prescribed a regimen of treatment, contact your department's transactions/payroll contact for FMLA paperwork.

Process and action to take for non-benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. If you are not able to work from home, the

Related Resources

- > [HR guidance for exposure to COVID-19 and leave time](#) (PDF)
- > [Guidance to departments for potential workplace exposure](#) (PDF)

following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Unpaid leave*.

*If you have experienced complications or hospitalization from a positive COVID-19 diagnosis or have been prescribed a regimen of treatment, contact your department's transactions/payroll contact for FMLA paperwork.

CDC guidelines

If you have been diagnosed with COVID-19, you must inform your supervisor and isolate at home. The isolation period is:

- Ten days from the day you first started experiencing symptoms, if symptomatic, or from the day you received a positive test result if asymptomatic.
- At least 24 hours with no fever without fever-reducing medication, and;
- Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation).

If you developed no symptoms, you may return to work 10 days after you received your positive test. The day you receive the test is considered day zero. If you experience severe COVID-19 illness, your provider may recommend isolation for a longer period. In this case, you will need to submit a doctor's note to return to work.

2. You have been advised by a health care provider to self-quarantine because you are high risk for COVID-19.

Process and actions to take for benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave*.

*If you have experienced complications or hospitalization from a positive COVID-19 diagnosis or have been prescribed a regimen of treatment, contact your department's transactions/payroll contact for FMLA paperwork.

Process and action to take for non-benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Unpaid leave*.

*If you have experienced complications or hospitalization from a positive COVID-19 diagnosis or have been prescribed a regimen of treatment, contact your department's transactions/payroll contact for FMLA paperwork.

CDC guidelines

If a health care provider directs you to self-quarantine because you are high risk for complications due to COVID-19, follow the health care provider's orders to quarantine and do not physically return to your workspace until your health care provider clears you to do so. High risk individuals may include those with:

- > Cancer
- > Chronic kidney disease
- > COPD (chronic obstructive pulmonary disease)
- > Down Syndrome
- > Heart conditions, such as heart failure, coronary artery disease or cardiomyopathies
- > Immunocompromised state (weakened immune system) from solid organ transplant
- > Obesity (body mass index of 30 kg/m² or higher but < 40 kg/m²)
- > Severe obesity (BMI ≥ 40 kg/m²)
- > Pregnancy
- > Sickle cell disease
- > Smoking
- > Type 2 diabetes mellitus

3. You are experiencing symptoms of COVID-19 and seeking a diagnosis from a health care provider.

Process and actions to take for benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. You should stay home until you receive your test results and work from home if you are able. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave.

Process and action to take for non-benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. You should stay home until you receive your test results and work from home if you are able. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Unpaid leave.

CDC guidelines

You should isolate at home, get tested and stay home until you receive your test results. If you have a positive test result, please see situation one above. If the test result is negative, you may return to work as long as you have been fever free for 24 hours and your symptoms have improved. Even if you have had COVID-19 within the past 90 days, you must get tested if you are showing new symptoms.

Symptoms include:

- Fever or chills.
- Cough.
- Shortness of breath or difficulty breathing.
- Fatigue.
- Muscle or body aches.
- Headache.
- New loss of taste or smell.
- Sore throat.
- Congestion or runny nose.

- Nausea or vomiting.
- Diarrhea.

4. You are caring for an individual who has been exposed and must quarantine. (For example, your child's school has asked the child to quarantine).

Process and actions to take for benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave.

Process and action to take for non-benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow CDC guidelines. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Unpaid leave.

CDC guidelines

You may use time to care for your loved one. If you have close contact with the individual that has been exposed to COVID-19, monitor for symptoms. If you become symptomatic, follow situations one and three above for additional guidance.

You do not have to quarantine if:

- You have been fully vaccinated (if you received a two-shot series, you received both shots, or you have received one dose of the J&J/Janssen vaccine) more than 14 days ago.
- You have had COVID-19 within the past 90 days. You will not have to quarantine or retest as long as you do not experience new symptoms.

5. You are caring for your child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19.

Process and actions to take for benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. If you are not able to work from home, the following leave options may apply to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours (sick, vacation).
- Unpaid leave.

Employees looking for resources can [email](#) with questions or visit the [state's website](#).

Process and action to take for non-benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. If you are not able to work from home, the following leave options may apply to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, floating holiday reserve, comp time).
- Leave advance up to 80 hours (sick, vacation).
- Unpaid leave.

Employees looking for resources can [email](#) with questions or visit the [state's website](#).

6. You learn that you have been exposed to COVID-19 either at work or you were exposed to COVID-19 through a close contact outside of work (meaning within six feet of an individual diagnosed with COVID-19 for 15 minutes or more)

Process and actions to take for benefit-earning employees

This information may be shared with you by the Minnesota Department of Health, or your supervisor or manager. If you are exposed to COVID-19 as a result of work activities, file a "First Report of Injury" via RamseyNet or contact your department's benefits representative.

If approved for worker's compensation due to work exposure, you may receive benefits for loss of wages and medical expenses. Notify your supervisor and follow CDC guidelines to self-quarantine and monitor

for symptoms. If self-quarantine is needed, work remotely if you can.

If you cannot, you may use the following leave options:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave*

A person's medical diagnosis is confidential and should not be shared with co-workers unless the person with a COVID-19 diagnosis shares that information voluntarily. If supervisors learn of this information, they will consult with Public Health and follow CDC guidelines to notify other staff of possible exposure and the need to quarantine. Employees should not discriminate or harass other employees or members of the public if they learn or suspect that someone has COVID-19.

Process and action to take for non-benefit-earning employees

This information may be shared with you by the Minnesota Department of Health, or your supervisor or manager. If you are exposed to COVID-19 as a result of work activities, file a "First Report of Injury" via RamseyNet or contact your department's benefits representative.

If approved for worker's compensation due to work exposure, you may receive benefits for loss of wages and medical expenses. Notify your supervisor and follow CDC guidelines to self-quarantine and monitor for symptoms. If self-quarantine is needed, work remotely if you can. If you cannot, you may use the following leave options:

- Remaining PEPEL leave (up to 80 hours total).
- Unpaid leave.

A person's medical diagnosis is confidential and should not be shared with co-workers unless the person with a COVID-19 diagnosis shares that information voluntarily. If supervisors learn of this information, they will consult with Public Health and follow CDC guidelines to notify other staff of possible exposure and need to quarantine. Employees should not discriminate or harass other employees or members of the public if they learn or suspect that someone has COVID-19.

CDC guidelines

If there was an exposure, you will be informed by the Minnesota Department of Health, Ramsey County's Public Health department, your supervisor or manager, or potentially your co-worker.

If the exposure was the result of close contact (you live in the same household or you were within six feet of the person for 15 minutes or more), you will be directed to quarantine for 10 days and to work from home if possible while quarantining. If you are unable to do so, you should talk with your supervisor about what county leave benefits and leave options may be available to you.

If you test three to five days after exposure, you may return to work after seven days with a negative test result. The date of exposure is considered day zero. If you are not directed to quarantine because it was a low risk exposure, monitor for symptoms for 14 days. If you become symptomatic, please get tested and follow guidance in situations one and three above.

You do not have to quarantine if:

- You have been fully vaccinated (if you received a two-shot series, you received both shots, or you have received one dose of the J&J/Janssen vaccine) more than 14 days ago.
- You have had COVID-19 within the past 90 days. You will not have to quarantine or retest as long as you do not experience new symptoms.

For departments working in critical care sectors, such as law enforcement and health care, your department may follow additional federal or state guidelines. Please contact your department for their safety plan. In these cases, if you had a close contact exposure and remain asymptomatic, you can work, but you must:

- Monitor your temperature before coming to work.
- Wear a face mask at all times; and
- Social distance (maintain six feet between you and another individual, where possible).

Do not:

- Stay at work if you become sick.
- Share headsets or other objects used near your face.
- Congregate in the break room or other workspaces.

If you become symptomatic, refer to situations one and three above.

7. You have been possibly exposed to COVID-19 due to travel or exposure to someone with COVID-19 who is not a close contact (meaning, you do not live with the person who is diagnosed) and will need to follow CDC guidelines to self-quarantine.

Process and actions to take for benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow the CDC guidelines for quarantine. If work from home is not possible, you may have the following leave options available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave.

Process and action to take for non-benefit-earning employees

Notify your supervisor to discuss options to do your work remotely. Follow the CDC guidelines for quarantine. If work from home is not possible, you may have the following leave options available to you:

- Remaining PEPEL leave (up to 80 hours; time reporting code 361).
- Unpaid leave.

CDC guidelines

International travel/cruises: Employee should quarantine at home for 10 days after returning home if they do not get tested or may test between three and five days after returning from travel. Employees may return to work after receiving a negative test result. The day an employee returns home from travel is considered day zero.

Domestic travel: The Minnesota Department of Health strongly discourages travel. If you traveled domestically, you may have been exposed to COVID-19. Even with no symptoms, you can spread the virus to others. To protect others from getting sick, you must follow all work safety protocols: Wear a mask, socially distance, wash hands often and monitor for symptoms. If you become symptomatic, stay home, get tested and follow guidance in situations one and three where necessary.

Departments may set their own guidance in their safety plans and choose to ask employees to work from home until they receive a negative test result or for 10 days after returning from travel. Employees should get tested three to five days after returning from travel. The day they returned from travel is considered day zero. Contact your supervisor to learn what your department's safety plan is.

If you know that you were exposed to COVID-19, (for example, you traveled to take care of a family member with COVID-19 or you had a travel companion test positive for COVID-19), you must let your supervisor know and follow the guidance for quarantining in situation six above, or if you become symptomatic, refer to situations one and three above.

You do not have to quarantine if:

- You have been fully vaccinated (if you received a two-shot series, you received both shots, or you have received one dose of the J&J/Janssen vaccine) more than 14 days ago.
- You have had COVID-19 within the past 90 days. You will not have to quarantine or retest as long as you do not experience new symptoms.

8. You have a COVID-19 vaccination and experience symptoms or a reaction that requires you to miss work.

Process and actions to take for benefit-earning employees

If you are unable to work due to symptoms you are experiencing from the COVID-19 vaccination, stay home and notify your supervisor. You may have the following leave options available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave.

Process and action to take for non-benefit-earning employees

If you are unable to work due to symptoms you are experiencing from the COVID-19 vaccination, stay home and notify your supervisor. You may have the following leave options available to you:

- Remaining PEPEL leave (up to 80 hours; time reporting code 361).

- Unpaid leave.

CDC guidelines

Employees may need a day or two to rest after the COVID-19 vaccination. Not all employees will experience symptoms, but some may experience fatigue, headache or other minor symptoms. Those experiencing a more serious reaction (which is rare) may need to take additional time off.

9. You don't want to come to work because you are afraid of catching COVID-19, but you do not fall into the high-risk category defined by the CDC.

Process and actions to take for benefit-earning employees

Contact your supervisor to discuss options to do your work remotely. If you can work remotely and it has been approved by your supervisor, employees are encouraged to work remotely. If work from home is not an option, you may have the following leave options available to you:

- Accrued leave balances (vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours total (sick, vacation).
- Unpaid leave.

Process and action to take for non-benefit-earning employees

Contact your supervisor to discuss options to do your work remotely. If you can work remotely and it has been approved by your supervisor, employees are encouraged to work remotely. If this is not possible in your position, discuss with your supervisor the options available to you. Any time not worked will be unpaid.

CDC guidelines

You are encouraged to take precautions which minimize your risk of infection such as wearing a mask, social distancing (staying six feet part from others where possible), hand washing and cleaning of your workspaces. Consult with your supervisor if you have concerns.

10. You are subject to a federal, state or local quarantine order (this is rare).

Process and actions to take for benefit-earning employees

All Ramsey County employees are deemed essential; therefore, employees cannot take leave as a result of Gov. Walz's stay-at-home orders.

Contact your supervisor to discuss options to do your work remotely. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Accrued leave balances (sick, vacation, floating holiday, holiday reserve, comp time).
- Leave advance up to 80 hours (sick, vacation).
- Unpaid leave.

Process and action to take for non-benefit-earning employees

All Ramsey County Employees are deemed essential; therefore, employees cannot take leave as a result of Gov. Walz's stay-at-home orders.

Contact your supervisor to discuss options to do your work remotely. If you are not able to work from home, the following leave options are available to you:

- Remaining PEPEL leave (up to 80 hours total).
- Unpaid leave.

CDC guidelines

You may report to work when the quarantine order ends.

Capital Improvement Plan

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Vehicles and Equipment										
POLICE DEPARTMENT (210)	110,000	200,100	34,710	78,620	8,840	303,460	9,280	193,910	88,950	35,100
FIRE DEPARTMENT (260)	64,000	171,200	21,200	700,000	58,600	60,000	-	-	1,584,000	67,900
STREET MAINTENANCE DEPARTMENT (310)	280,000	105,100	193,400	-	182,900	90,600	255,200	590,900	-	370,100
URBAN FORESTRY DEPARTMENT (360)	-	-	-	323,100	-	-	-	-	-	-
GENERAL PARKS (400)	104,000	34,400	130,400	92,100	76,200	124,000	-	81,500	104,200	32,100
TOTAL EXPENDITURE	558,000	510,800	379,710	1,193,820	326,540	578,060	264,480	866,310	1,777,150	505,200
RECOMMENDATION (General Fund):										
ANNUAL FUNDING	507,463	507,463	507,463	507,463	507,463	507,463	507,463	507,463	507,463	507,463
TRADE IN VALUE	12,500	21,500	14,000	32,000	13,700	23,500	10,000	21,000	50,000	13,000
TRANSFER OUT	-	-	-	-	-	-	-	-	-	-
CASH BALANCE (FUND 740)	3,302,850	3,264,813	3,424,729	2,770,372	2,964,995	2,917,898	3,170,881	2,833,034	1,613,347	1,628,610
RECOMMENDATION (Included in Fund):										
WATER (520)	68,500	-	-	-	421,900	44,200	-	-	-	-
WASTE WATER (530)	55,000	548,400	-	-	60,800	-	-	-	426,025	-
SURFACE WATER (540)	-	-	-	-	240,100	-	-	-	-	-
ELECTRIC (510)	450,500	133,500	107,200	755,300	-	-	27,900	393,000	509,075	299,200
FUNDING:										
WATER (520)	68,500	-	-	-	421,900	44,200	-	-	-	-
WASTE WATER (530)	55,000	548,400	-	-	60,800	-	-	-	426,025	-
SURFACE WATER (540)	-	-	-	-	240,100	-	-	-	-	-
ELECTRIC (510)	450,500	133,500	107,200	755,300	-	-	27,900	393,000	509,075	299,200
TOTAL EXPENDITURE	1,132,000	1,192,700	486,910	1,949,120	1,049,340	622,260	292,380	1,259,310	2,712,250	804,400
TOTAL FUNDING	1,093,963	1,210,863	628,663	1,294,763	1,243,963	575,163	545,363	921,463	1,492,563	819,663
Building & Facility Improvements										
City Hall	129,000	90,350	5,300	-	-	147,150	258,750	426,600	62,500	64,100
Public Works Building	-	-	10,550	32,400	-	-	58,000	-	68,200	300,900
Park Buildings	15,000	46,200	-	-	-	-	-	-	-	-
Various	28,000	28,700	29,600	30,300	31,000	31,800	32,500	33,400	34,200	35,000
TOTAL EXPENDITURE	172,000	165,250	45,450	62,700	31,000	178,950	349,250	460,000	164,900	400,000
Enterprise Charge	211,095	216,373	221,783	227,328	233,012	238,838	244,809	250,930	257,204	263,635
General Fund Charge (Fire)	31,425	75,000	76,875	78,797	80,767	82,787	84,857	86,979	89,154	91,383
Franchise Fees	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
Transfers-In From Equipment Fund	-	-	-	-	-	-	-	-	-	-
Operating Budget (Maintenance)	253,832	261,447	269,290	277,369	285,690	294,261	303,089	312,181	321,547	331,193
CASH BALANCE (FUND 760)	86,666	78,354	118,031	276,948	418,004	590,093	613,507	465,834	206,562	241,473

Capital Improvement Plan

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Community Center	650,000	52,550	-	-	-	-	-	-	62,450	-
TOTAL EXPENDITURE	650,000	52,550	-	-	-	-	-	-	62,450	-
Rent	120,000	123,000	126,075	129,227	132,458	135,770	139,165	142,645	146,212	149,868
Operating Expenditures	58,437	59,898	61,396	62,931	64,505	66,118	67,771	69,466	71,203	72,984
Enterprise Transfer	650,000	-	-	-	-	-	-	-	-	-
CASH BALANCE 125,772	187,335	197,887	262,566	328,862	396,815	466,467	537,861	611,040	623,599	700,483

Capital Technology

Various	82,357	52,800	86,500	55,470	56,880	116,150	59,470	96,550	249,550	63,660
TOTAL EXPENDITURE	82,357	52,800	86,500	55,470	56,880	116,150	59,470	96,550	249,550	63,660
ANNUAL FUNDING NEEDED	69,982	73,482	77,157	81,015	85,066	89,320	93,786	98,476	103,400	108,570
CASH BALANCE (Fund 720) 60,557	48,182	68,864	59,521	85,066	113,252	86,422	120,738	122,664	(23,486)	21,424

Pavement Preservation

Road & Allyways	516,549	449,360	433,600	360,000	437,300	360,000	441,200	360,000	445,300	360,000
Parking Lots	1,388,000	146,000	55,600	32,400	54,100	84,900	-	35,700	11,400	29,100
Retaining Walls	-	-	-	-	-	-	29,000	-	-	-
TOTAL EXPENDITURE	1,904,549	595,360	489,200	392,400	491,400	444,900	470,200	395,700	456,700	389,100
LGA	266,449	263,360	174,000	174,000	174,000	174,000	174,000	174,000	174,000	174,000
MSA Maintenance	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000
BOND	1,300,000	-	-	-	-	-	-	-	-	-
CASH BALANCE (Fund 415) 2,557,510	2,349,410	2,147,410	1,962,210	1,873,810	1,686,410	1,545,510	1,379,310	1,287,610	1,134,910	1,049,810

Ponds, Natural Resources & Environment

URBAN FORESTRY DEPARTMENT (360)	21,000	22,060	22,610	23,180	23,760	24,350	24,960	25,590	26,230	26,880
GENERAL PARKS (400)	25,000	26,270	26,920	27,600	28,290	28,990	29,720	30,460	31,220	32,000
TOTAL EXPENDITURE	46,000	48,330	49,530	50,780	52,050	53,340	54,680	56,050	57,450	58,880
RECOMMENDATION (General Fund):										
ANNUAL FUNDING	46,000	48,330	49,530	50,780	52,050	53,340	54,680	56,050	57,450	58,880

RECOMMENDATION (Included in Fund):										
WATER (520)	-	-	-	-	-	-	-	-	-	-
SURFACE WATER (540)	-	100,000	100,000	100,000	100,000	100,000	-	100,000	100,000	100,000
TOTAL EXPENDITURE	-	100,000	100,000	100,000	100,000	100,000	-	100,000	100,000	100,000
ANNUAL FUNDING	-	100,000	100,000	100,000	100,000	100,000	-	100,000	100,000	100,000

Capital Improvement Plan

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Parks, Playgrounds, Paths, Open Space										
Trails & Walking Paths	-	-	-	-	71,800	22,700	-	-	-	-
Parks	136,000	61,600	567,500	689,300	154,600	141,500	232,000	-	-	-
TOTAL EXPENDITURE	136,000	61,600	567,500	689,300	226,400	164,200	232,000	-	-	-
ANNUAL FUNDING	102,401	104,962	107,587	110,277	113,034	115,860	118,757	121,726	124,770	127,890
CASH BALANCE 635,639	602,040	645,402	185,489	(393,534)	(506,900)	(555,240)	(668,483)	(546,757)	(421,987)	(294,097)
Streets & Utility Reconstruction	BONDING & ARPA	BONDING		BONDING		BONDING		BONDING		
STREET MAINTENANCE DEPARTMENT (360)	4,405,100	-	733,500	7,833,500	-	2,300,200	-	2,804,200	-	-
WATER (520)	1,281,000	-	-	1,164,300	-	1,054,500	-	1,282,600	-	-
WASTE WATER (530)	1,187,000	-	-	570,800	-	754,700	-	1,231,500	-	-
SURFACE WATER (540)	979,000	-	-	2,684,800	-	754,700	-	1,231,500	-	-
TOTAL EXPENDITURE	7,852,100	-	733,500	12,253,400	-	4,864,100	-	6,549,800	-	-
FUNDING:										
INCLUDED IN PAVEMENT PRESERVATION (415)	424,100	-	733,500	-	-	-	-	-	-	-
ARPA FUNDS	1,313,000	-	-	-	-	-	-	-	-	-
BONDS	6,115,000	-	-	12,253,400	-	4,864,100	-	6,549,800	-	-
TOTAL FUNDING	7,852,100	-	733,500	12,253,400	-	4,864,100	-	6,549,800	-	-
Utility Infrastructure Preservation										
RECOMMENDATION (Included in Fund):										
WATER (520)	240,000	184,600	189,300	194,000	198,900	203,800	4,459,100	172,500	262,200	225,000
ANNUAL FUNDING	240,000	184,600	189,300	194,000	198,900	203,800	4,459,100	172,500	262,200	225,000
CASH BALANCE 4,812,882	4,812,882	4,812,882	4,812,882	4,812,882	4,812,882	4,812,882	4,812,882	4,812,882	4,812,882	4,812,882
WASTE WATER (530)	121,467	124,500	127,600	130,800	134,067	137,400	140,833	144,367	147,967	151,667
ANNUAL FUNDING	121,467	124,500	127,600	130,800	134,067	137,400	140,833	144,367	147,967	151,667
CASH BALANCE 2,878,519	2,878,519	2,878,519	2,878,519	2,878,519	2,878,519	2,878,519	2,878,519	2,878,519	2,878,519	2,878,519
SURFACE WATER (540)	-	-	-	-	-	-	-	-	-	-
ANNUAL FUNDING	-	-	-	-	-	-	-	-	-	-
CASH BALANCE 2,860,018	2,860,018	2,860,018	2,860,018	2,860,018	2,860,018	2,860,018	2,860,018	2,860,018	2,860,018	2,860,018
ELECTRIC (510)	250,000	250,000	250,000	250,000	277,600	250,000	250,000	250,000	250,000	281,300
ANNUAL FUNDING	250,000	250,000	250,000	250,000	277,600	250,000	250,000	250,000	250,000	281,300
CASH BALANCE 9,100,023	9,100,023	9,100,023	9,100,023	9,100,023	9,100,023	9,100,023	9,100,023	9,100,023	9,100,023	9,100,023

POLICE DEPARTMENT (210)

												Future Replacement Cost										
Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
2124	Police	2014 Ford Explorer	Police Interceptor, Reserves Vehicle, includes buildout, cameras, and computer, replaced by 2134	1FM5K8AR4EAG55329	0	2014	N/A	Equipment Fund	65,000	3,000	0	-	-	-	-	-	-	-	-	-	-	
2125	Police	2014 Ford Explorer	Police Interceptor, includes buildout, cameras, and computer, totaled in 2020 and replaced by 2135	1FM5K8AR4EAG55330	0	2014	N/A	Equipment Fund	65,000	3,000	0	-	-	-	-	-	-	-	-	-	-	
2126	Police	2014 Ford Explorer	Police Interceptor - CSO, does not require buildout, replaced by 2136	1FM5K8AR7EAG01919	0	2014	N/A	Equipment Fund	55,000	3,000	0	-	-	-	-	-	-	-	-	-	-	
2127	Police	2016 Ford Explorer	Police Interceptor, includes buildout, cameras, and computer, replaced by 2137	1FM5K8AR1GGA37020	0	2015	N/A	Equipment Fund	65,000	3,000	0	-	-	-	-	-	-	-	-	-	-	
2128	Police	2016 Ford Explorer	Police Interceptor, includes buildout, cameras, and computer - Police Chief	1FM5K8AR1GGA37021	10	2015	2025	Equipment Fund	65,000	3,000	6,500	-	-	-	70,000	-	-	-	-	-	-	
2130	Police	2018 Ford Explorer	Police Interceptor, includes buildout, cameras, and computer	1FM5K8ARXHGE15028	6	2017	2023	Equipment Fund	65,000	3,000	10,834	-	66,700	-	-	-	-	-	77,300	-	-	
2131	Police	2018 Ford Explorer	Police Interceptor, includes buildout, cameras, and computer	1FH5K8ARXHGE15029	6	2017	2023	Equipment Fund	65,000	3,000	10,834	-	66,700	-	-	-	-	-	77,300	-	-	
2132	Police	2018 Ford Taurus Sedan	Police Interceptor, includes buildout, cameras, and computer	1FAHP2MK7HG145826	6	2017	2023	Equipment Fund	65,000	3,000	10,834	-	66,700	-	-	-	-	-	-	79,200	-	
2134	Police	2021 Police Interceptor	Police Interceptor, includes buildout, cameras, and computer	1FM5K8AW5MNA14269	6	2021	2027	Equipment Fund	65,000	3,000	10,834	-	-	-	-	-	73,600	-	-	-	-	
2135	Police	2021 Police Interceptor - Hybrid	Police Interceptor, includes buildout, cameras, and computer	1FM5K8AW1MNA14270	6	2021	2027	Equipment Fund	65,000	3,000	10,834	-	-	-	-	-	73,600	-	-	-	-	
2136	Police	2021 Police Interceptor	Police Interceptor, includes buildout, cameras, and computer	1FM5K8AW3MNA14271	6	2021	2027	Equipment Fund	65,000	3,000	10,834	-	-	-	-	-	73,600	-	-	-	-	
2137	Police	2021 Police Interceptor	Police Interceptor, includes buildout, cameras, and computer	1FM5K8AW5MNA14272	6	2021	2027	Equipment Fund	65,000	3,000	10,834	-	-	-	-	-	73,600	-	-	-	-	
2190	Police	MPH Speed Display Trailer	MPH Speed Display Trailer	1M0US1106D597075	5	2001	2024	Equipment Fund	25,000	0	5,000	-	-	26,300	-	-	-	-	29,800	-	-	
	Police	Body Worn Cameras (21)	Vests, Cameras, Batteries, Chargers		10	2022	2031	Equipment Fund	80,000	0	8,000	-	-	8,410	8,620	8,840	9,060	9,280	9,510	9,750	10,000	
	Police	800 Mhz Radios	Handhelds (20) @ \$5,500 each		10	2006	2022	Equipment Fund	110,000	0	11,000	110,000	-	-	-	-	-	-	-	-	-	
	Police	800 Mhz Radios	Base (1 - \$9,000)		10	2021	2031	Equipment Fund	9,000	0	900	-	-	-	-	-	-	-	-	-	11,600	
	Police	800 Mhz Radios	Desktop Remote (7) @ \$1,500		10	2021	2031	Equipment Fund	10,500	0	1,050	-	-	-	-	-	-	-	-	-	13,500	
	Police	800 Mhz Radios	Mobiles (10) @ \$5,000 per. Included in the Cost of the Vehicle Build Out		10	2006	2022	Equipment Fund	0	0	0	-	-	-	-	-	-	-	-	-	-	
TOTALS									0	1,004,500	36,000	108,288	110,000	200,100	34,710	78,620	8,840	303,460	9,280	193,910	88,950	35,100

Annual Charge	108,288	110,996	113,771	116,616	119,532	122,521	125,585	128,725	131,944	135,243
Capital Expenditures	110,000	200,100	34,710	78,620	8,840	303,460	9,280	193,910	88,950	35,100
Trade in Value	-	9,000	-	3,000	-	12,000	-	-	-	-
121,322										

FIRE DEPARTMENT (260)

														Future Replacement Cost									
Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031		
2602	Fire	2006 Chevy Trailblazer	SQUAD 515	1GNDT13S872190826	10	2021	2031	Equipment Fund	53,000	3,000	5,300	-	-	-	-	-	-	-	-	-	67,900		
2603	Fire	2008 Chevy Trailblazer	SQUAD 513	1GNDT13SXB2216277	10	2008	2023	Equipment Fund	53,000	3,000	5,300	-	54,400	-	-	-	-	-	-	-	-		
2604	Fire	2012 Ford F-150 Crew Cab	SQUAD 514	1FTFW1ET1CKD64762	10	2012	2023	Equipment Fund	50,000	3,000	5,000	-	51,300	-	-	-	-	-	-	-	-		
26-511	Fire	2016 Ford Explorer	SQUAD 511	1FM5K8AR6GGC73629	10	2016	2026	Equipment Fund	53,000	3,000	5,300	-	-	-	-	58,600	-	-	-	-	-		
26-512	Fire	2017 Ford Explorer	SQUAD 512	1FM5K8AR4HGE13453	10	2017	2027	Equipment Fund	53,000	3,000	5,300	-	-	-	-	-	60,000	-	-	-	-		
26-520	Fire	1995 Freightliner Pumper	ENGINE 520	1FV6F5EB6TP775157	25	1995	2025	Equipment Fund	650,000	25,000	26,000	-	-	-	700,000	-	-	-	-	-	-		
26-530	Fire	2001 HME Ladder	LADDER 530	44KFT64801W219624	25	2001	2030	Equipment Fund	1,300,000	50,000	44,828	-	-	-	-	-	-	-	1,584,000	-	-		
26-540	Fire	2014 Rosenbauer Rescue	RESCUE 540	54F2CB817EWM10777	25	2014	2039	Equipment Fund	700,000	3,000	28,000	-	-	-	-	-	-	-	-	-	-		
	Fire	SCBA Air Compressor	Air Compressor to fill High Pressure Breathing Packs	191671	15	2017	2032	Equipment Fund	25,000	0	1,667	-	-	-	-	-	-	-	-	-	-		
	Fire	SCBA Air Packs	High Pressure Breathing Packs		15	2018	2033	Equipment Fund	160,000	0	10,667	-	-	-	-	-	-	-	-	-	-		
	Fire	Aire Custom Built Compressor's Inc.	General Use air compressor for the Station including the Engines		20	2004	2024	Equipment Fund	10,000	0	500	-	-	10,600	-	-	-	-	-	-	-		
	Fire	Unimac	Commercial Washer used for Fire Equipment	UC35MN2NN1	20	2004	2024	Equipment Fund	5,000		250	-	-	5,300	-	-	-	-	-	-	-		
	Fire	Speed Queen	Commercial Dryer used for Fire Equipment	0407010385	20	2004	2024	Equipment Fund	5,000		250	-	-	5,300	-	-	-	-	-	-	-		
	Fire	800 Mhz Radios	Handhelds (20) @ \$5,500 each		10	2006	2023	Equipment Fund	110,000	0	11,000	55,000	55,000	-	-	-	-	-	-	-	-		
	Fire	800 Mhz Radios	Base (1 - \$9,000)		10	2006	2022	Equipment Fund	9,000	0	900	9,000	-	-	-	-	-	-	-	-	-		
	Fire	800 Mhz Radios	Desktop Remote (7) @ \$1,500		10	2006	2023	Equipment Fund	10,500	0	1,050	-	10,500	-	-	-	-	-	-	-	-		
	Fire	800 Mhz Radios	Mobles (8) @ \$5,000 per. Included in the Cost of the Vehicle Build Out		10			Equipment Fund	0	0	0	-	-	-	-	-	-	-	-	-	-		
TOTALS									0	3,246,500	93,000	151,312	64,000	171,200	21,200	700,000	58,600	60,000	0	0	1,584,000	67,900	

Annual Charge	151,312	155,095	158,973	162,948	167,022	171,198	175,478	179,865	184,362	188,972
Capital Expenditures	64,000	171,200	21,200	700,000	58,600	60,000	-	-	1,584,000	67,900
Trade in Value	-	6,000	-	25,000	3,000	3,000	-	-	50,000	3,000
169,523										

STREET MAINTENANCE DEPARTMENT (310)

												Future Replacement Cost									
Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
31-619	Street Maint	Ford F-250	Pick-up Truck no attachments	1FTBF2B67GEA59936	10	2016	2026	Equipment Fund	43,500	3,000	4,350	-	-	-	-	48,100	-	-	-	-	-
31-601	Street Maint	Ford F-550	Dump Truck, Plow Truck - Smaller truck used in winter for plows and park maintenance	1FDUF5HT7CEC99615	10	2012	2024	Equipment Fund	102,000	3,500	10,200	-	-	###	-	-	-	-	-	-	-
31-503	Street Maint	Sterling LT8500	Plow Truck, Hook Truck, Dump Truck, (Salt, Sanding, Trash Hauling) Tandem Axle	2FZHAWDCK7AY96723	12	2021	2033	Equipment Fund	325,000	12,500	27,084	-	-	###	-	-	-	-	-	-	-
31-502	Street Maint	Sterling L8500	Plow Truck, Dump Truck - single axle, replace with tandem axle	2FZAANDC06SAU77622	12	2005	2022	Equipment Fund	280,000	12,500	23,334	280,000	-	-	-	-	-	-	-	-	-
31-501	Street Maint	Chevy 3500	Dump Truck w/ plow - Smaller truck used for black top patching trailer	1GBJK34U46E154420	12	2006	2023	Equipment Fund	100,000	5,000	8,334	-	105,100	-	-	-	-	-	-	-	-
31-507	Street Maint	Sterling SC8000	Water Tanker - sewer cleaning, flooding hockey rinks, hauling water, Fire. Will sand blast and paint to extend life 5 years	49HAAEBV73DK80518	20	2003	2028	Equipment Fund	220,000	10,000	11,000	-	-	-	-	-	255,200	-	-	-	-
31-504	Street Maint	Mack Truck	Plow Truck, Hook Truck, Dump Truck, (Salt, Sanding, Trash Hauling) Tandem Axle	1M2AX07C9HM036799	12	2017	2029	Equipment Fund	325,000	12,500	27,084	-	-	-	-	-	-	-	386,400	-	-
31-505	Street Maint	2017 Ford F-550 W Crysteel Dump Body	Dump Truck - used in Park Maintenance and Streets	1FDUF5HT1HEE28052	12	2017	2029	Equipment Fund	90,000	5,000	7,500	-	-	-	-	-	-	-	107,000	-	-

Vehicles and Equipment																					
31-509	Street Maint	2019 Mack GR42F w Truck Chassis	Plow Truck, Dump Truck - single axle	1M2GR2AC9KM00115	12	2019	2031	Equipment Fund	250,000	10,000	20,834	-	-	-	-	-	-	-	-	-	320,100
31-515	Street Maint	Bobcat 5600 Toolcat	Toolcat with Equipment - Used year round	AHG812089	5	2021	2026	Equipment Fund	82,000	3,500	16,400	-	-	-	-	90,600	-	-	-	-	-
31-528	Street Maint	Bobcat S595 Skidsteer	Skidsteer with Equipment - Used year round	B3NL11557	5	2019	2024	Equipment Fund	82,000	3,500	16,400	-	-	86,200	-	-	-	-	97,500	-	-
31-554	Street Maint	Tennant	Small Sweeper - Sidewalks and shop	11085	10	2007	2027	Equipment Fund	57,500	3,000	5,750	-	-	-	-	-	65,100	-	-	-	-
31-512	Street Maint	Bomag	Blacktop Roller	861834071958	12	2015	2027	Equipment Fund	22,500	500	1,875	-	-	-	-	-	25,500	-	-	-	-
31-508-19	Street Maint	John Deere 644K	Front End Loader, Plow Downtown- Salt, Dirt, emergency plow truck	1DW644KZJF695641	15	2019	2035	Equipment Fund	310,000	10,000	20,667	-	-	-	-	-	-	-	-	-	-
31-510	Street Maint	Sho-Go	Snow Thrower Attachment - removing snow from downtown. Will sand blast and paint to extend life 10 years. A wheel kit will be added to prevent dragging on the ground.	3704	40	1998	2039	Equipment Fund	350,000	5,000	8,750	-	-	-	-	-	-	-	-	-	-
31-521	Street Maint	Blacktop patching Trailer	Heated Box	4S9PHD3Y2DS127106	5	2021	2026	Equipment Fund	40,000	1,200	8,000	-	-	-	-	44,200	-	-	-	-	50,000
		TOTALS						0	2,679,500	100,700	217,562	280,000	105,100	193,400	0	182,900	90,600	255,200	590,900	0	370,100

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	217,562	223,002	228,578	234,293	240,151	246,155	252,309	258,617	265,083	271,711
Capital Expenditures	280,000	105,100	193,400	-	182,900	90,600	255,200	590,900	-	370,100
Trade in Value	12,500	5,000	7,000	-	7,700	3,500	10,000	17,500	-	10,000
243,746										

URBAN FORESTRY DEPARTMENT (360)

												Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge										
36-412	Urban Forest	2021 Mack GR64F	Clam Truck - Pickup trees and brush - 50% Urban Forestry 50% Electric	1M2GR4GCOMM024479	15	2021	2035	Equipment Fund	250,000	12,500	16,667	-	-	-	-	-	-	-	-	-	-
36-411	Urban Forest	Ford F-750	Tree Trimming Truck, Bucket Truck	3FDXF75R11MA57959	20	2001	2025	Equipment Fund	300,000	4,000	15,000	-	-	-	323,100	-	-	-	-	-	-
		TOTALS						0	550,000	16,500	31,667	0	0	0	323,100	0	0	0	0	0	0

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	31,667	32,459	33,271	34,103	34,956	35,830	36,726	37,645	38,587	39,552
Capital Expenditures	-	-	-	323,100	-	-	-	-	-	-
Trade in Value	-	-	-	4,000	-	-	-	-	-	-
35,480										

GENERAL PARKS (400)

														Future Replacement Cost									
Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031		
40-600	General Par	Ford F-250	Pickup truck	1F1BFZB68GEA59937	10	2016	2026	Equipment Fund	49,000	3,000	4,900	-	-	-	-	54,100	-	-	-	-	-		
31-575	General Par	Ford F-350	Lift Gate - Trash Hauling	1FDRF3H66KED54607	10	2019	2029	Equipment Fund	68,500	3,500	6,850	-	-	-	-	-	-	-	81,500	-	-		
40-628	General Par	Toro Workman	Utility Vehicle - Ball Fields, Weeds, Weed Whipping	312001192	10	2010	2023	Equipment Fund	33,500	1,500	3,350	-	34,400	-	-	-	-	-	-	-	-		
40-616	General Par	John Deere 60" Mower						Equipment Fund	14,500														
40-620	General Par	Toro Zero Turn	Zero Turn Mower - 60" with Equipment	315000310	12	2021	2026	Equipment Fund	20,000	0	1,667	-	-	-	-	22,100	-	-	-	-	-		
40-605	General Par	Toro 300448	Wing Mower - 11'	312000333	10	2012	2022	Equipment Fund	80,000	0	8,000	80,000	-	-	-	-	-	-	-	-	-		
40-606	General Par	Bobcat Toolcat 5600	Toolcat with Equipment - Used year round	AHG816734	5	2019	2025	Equipment Fund	85,500	0	17,100	-	-	-	92,100	-	-	-	-	104,200	-		
40-611	General Par	Kubota ZD1211	Zero Turn Mower - 72"	21792	5	2017	2022	Equipment Fund	24,000	0	4,800	24,000	-	-	-	-	27,200	-	-	-	-		
40-625	General Par	Toro workman	Utility Vehicle - Ball Fields, Weeds, Weed Whipping	31100287	10	2012	2024	Equipment Fund	33,500	3,500	3,350	-	-	35,200	-	-	-	-	-	-	-		
40-608	General Par	John Deer 4066 R	Utility Tractor - Used year round	1LV4066RTH402341	10	2017	2027	Equipment Fund	85,500	5,000	8,550	-	-	-	-	-	96,800	-	-	-	-		
40-627	General Par	Jacobsen	Utility Vehicle - Ball Fields, Weeds, Weed Whipping.		10	2002	2024	Equipment Fund	85,500	3,500	8,550	-	-	89,900	-	-	-	-	-	-	-		
	General Par	Silver Lake Baffle	Replacing with Toro Workman		20	2013	2033	Equipment Fund	10,000		500	-	-	-	-	-	-	-	-	-	-		
	General Par	Silver Lake Aerator Pump	Baffle for Aerator at Silver Lake		20	2011	2031	Equipment Fund	25,000		1,250	-	-	-	-	-	-	-	-	32,100	-		
	General Par	Aerator	Used at Casey Lake to keep lake from completely freezing. Obtained from MN DNR.		15		2024	Equipment Fund	5,000	0	334	-	-	5,300	-	-	-	-	-	-	-		
TOTALS									0	619,500	20,000	69,201	104,000	34,400	130,400	92,100	76,200	124,000	0	81,500	104,200	32,100	

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	69,201	70,932	72,706	74,524	76,388	78,298	80,256	82,263	84,320	86,428
Capital Expenditures	104,000	34,400	130,400	92,100	76,200	124,000	-	81,500	104,200	32,100
Trade in Value	-	1,500	7,000	-	3,000	5,000	-	3,500	-	-
77,532										

WATER (520)

					Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
Asset ID	Department	Make/Model	Notes	Serial or Additional Notes								2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
62-800	Water	Ford Transit Van	Transit Van - Tools for Fire Hydrants, Water Main Breaks	1FTYR2CG8GKA01506	10	2015	2026	Equipment Fund	65,000	3,000	6,500	-	-	-	-	71,800	-	-	-	-	-
62-617	Water	2012 Ford F250 - with Snowplow	Commuter Truck with Plow	1FTBF2B65CEC9612	10	2012	2022	Equipment Fund	55,000	3,000	5,500	68,500	-	-	-	-	-	-	-	-	-
62-500	Water	2018 Chevy Silverado	PW Supervisor Truck	3GCJUKNEC9JG153596	10	2017	2027	Equipment Fund	40,000	3,000	4,000	-	-	-	-	-	44,200	-	-	-	-
62-811	Water	John Deere 710G	Backhoe - Digger, repair water main breaks, may be replaced by excavator with trailer, current day price \$183k excavator and \$35k trailer	T0710GX9S8099	18	2006	2026	Equipment Fund	290,000	12,500	16,112	-	-	-	-	320,200	-	-	-	-	-
62-829	Water	Ingersoll Rand 250	Air Compressor - Tow behind, Jack Hammer, Irrigation Systems	4FVCABDA11V315945	20	2001	2026	Equipment Fund	27,000	0	1,350	-	-	-	-	29,900	-	-	-	-	-
		TOTALS							0	477,000	21,500	33,462	68,500	0	0	0	421,900	44,200	0	0	0

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	33,462	34,299	35,157	36,036	36,937	37,861	38,808	39,779	40,774	41,794
Capital Expenditures	68,500	-	-	-	421,900	44,200	-	-	-	-
Trade in Value	3,000	-	-	-	15,500	3,000	-	-	-	-

Vehicles and Equipment

37,491

WASTE WATER (530)

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost										
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
72-802	Waste	FORD SUPER DUTY	Lawn Mower Truck - will not be replaced	1FDLF47F4SEA46770	10	1995		Equipment Fund	0	0	0	-	-	-	-	-	-	-	-	-		
72-801	Waste	CHEVY 3500 HD (In 2020 Transfer to Mechanic)	Sewer Tool Truck	1GBJK34K18E201646	10	2020	2030	Equipment Fund	100,000	3,500	10,000	-	-	-	-	-	-	-	124,900	-		
72-818	Waste	2012 FORD F250 - W/SNOWPLOW #618	Commuter TRUCK WITH PLOW	1FTBF2B63CEC9611	10	2012	2022	Equipment Fund	55,000	12,500	5,500	55,000	-	-	-	-	-	-	-	-		
72-860	Waste	STERLING LT7501	VACTOR - Sewer Cleaning, with hydro	2FZHTDC94AN53894	12	2004	2023	Equipment Fund	535,000	12,500	44,584	-	548,400	-	-	-	-	-	-	-		
72-815	Waste	FORD E-450 CUBE VAN	CAMERA TRUCK & EQUIPMENT	1FDXE45S44HB30416	12	2004	2030	Equipment Fund	53,500	7,500	4,459	-	-	-	-	-	-	-	66,900	-		
62-810	Waste Water	JOHN DEERE 310SK	BACKHOE - repair water main breaks, digging for electric paid 75% waste water and 25% electric	1T0310SKCFE276287	15	2015	2030	Equipment Fund	250,000	10,000	12,500	-	-	-	-	-	-	-	234,225	-		
820	Waste Water	Tow behind Generator	Tow behind Generator - used in emergencies at lift station	1750977203	20	1975	2026	Equipment Fund	55,000	7,500	2,750	-	-	-	-	60,800	-	-	-	-		
TOTALS												55,000	548,400	0	0	60,800	0	0	0	0	426,025	0
Annual Charge												79,793	81,789	83,834	85,930	88,079	90,281	92,539	94,853	97,225	99,656	
Capital Expenditures												55,000	548,400	-	-	60,800	-	-	-	-	426,025	-
Trade in Value												12,500	12,500	-	-	7,500	-	-	-	21,000	-	
89,398																						

SURFACE WATER (540)

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
75-556	Surface Water	Elgin Pelican	Street Sweeper	NP30507	10	2015	2026	Equipment Fund	217,500	3,000	21,750	-	-	-	-	240,100	-	-	-	-	-
TOTALS									0	217,500	3,000	0	0	0	0	240,100	0	0	0	0	0
Annual Charge												21,750	22,294	22,852	23,424	24,010	24,611	25,227	25,858	26,505	27,168
Capital Expenditures												-	-	-	-	240,100	-	-	-	-	-
Trade in Value												-	-	-	-	3,000	-	-	-	-	-
24,370																					

ELECTRIC (510)

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
50-701	Electric	2016 GMC Sierra	Service Truck - Administration	1GTV2LEH0GZ164953	10	2015	2025	Electric Fund	40,000	850	4,000	-	-	-	43,100	-	-	-	-	-	-
50-707	Electric	Chevy 2500	Locate Van	1CGCGG2G4U941145250	15	2004	2022	Electric Fund	31,000	500	2,067	31,000	-	-	-	-	-	-	-	-	-
50-713	Electric	Chevy 2500 HD 3/4 TON	Service Truck - Underground Maintenance, looking to replace with 1-ton	1GBHK2K9X8E202120	10	2008	2022	Electric Fund	54,500	1,200	5,450	54,500	-	-	-	-	-	-	-	-	-
50-709	Electric	Freightliner FL70	Digger Truck - Set and Hold Poles, Set Transformers	1FVABTCHS42HJ83215	20	2001	2025	Electric Fund	250,000	8,500	12,500	-	-	-	269,300	-	-	-	-	-	-
50-710	Electric	GMC C7500 Double	Bucket Truck - Overhead Pole Work	1GDM7H1C9VJ513355	18	2000	2025	Electric Fund	265,000	8,500	14,723	-	-	-	285,400	-	-	-	-	-	-
50-711	Electric	CHEVY C7500 Single	Bucket Truck - Overhead Pole Work	1GBJ7H1P2VJ100245	18	1997	2022	Electric Fund	265,000	8,500	14,723	265,000	-	-	-	-	-	-	-	-	-
50-712	Electric	Ford Duralift F-550 SD	Bucket Truck - Overhead Pole Work	1FDUF3HY9DCA26189	18	2012	2030	Electric Fund	265,000	8,500	14,723	-	-	-	-	-	-	-	331,000	-	-
50-715	Electric	Chevy 3500 HD 1 Ton Dump	Dump Truck - Haul Materials	1GBJK34K98E204212	12	2008	2023	Electric Fund	73,500	2,500	6,125	-	75,400	-	-	-	-	-	-	-	-
50-714	Electric	2017 Ford F-350 1 Ton	Service Truck - Underground Maintenance	1FD7X3F6H8EE28058	14	2017	2031	Electric Fund	55,000	1,800	3,929	-	-	-	-	-	-	-	-	70,500	-
50-706	Electric	2017 Ford F-350 1 Ton	Service Truck - Underground Maintenance	1FD7X3F6H8EE28057	14	2017	2031	Electric Fund	55,000	1,800	3,929	-	-	-	-	-	-	-	-	70,500	-
50-700	Electric	2018 Ford 1/2 Ton	Service Truck - Administration	1FTEW1EP7JKC72681	14	2017	2031	Electric Fund	38,500	1,200	2,750	-	-	-	-	-	-	-	-	49,300	-
50-704	Electric	Ditch Witch Hydro Vac	Trencher/backhoe - Expose, Install, and Repair of Underground Utilities	DWPHX50XAL0000347	10	2021	2031	Electric Fund	74,000	5,000	7,400	-	-	-	-	-	-	-	-	94,800	-
50-704	Electric	Ditch Witch VT17 Trailer	Trailer for Ditch Witch Hydro Vac	1DST522S7L1702612	10	2021	2031	Electric Fund	11,000	500	1,100	-	-	-	-	-	-	-	-	14,100	-
50-719	Electric	Mitsubishi FG35AB	Forklift	AF13D50217	20	1998	2030	Electric Fund	40,000	1,800	2,000	-	-	-	-	-	-	-	50,000	-	-
50-702	Electric	Mini Digger Derrick - 55MLP	Set Poles, Tree Trim, High Voltage Work	B0125335	12	2018	2029	Electric Fund	140,000	6,500	11,667	-	-	-	-	-	-	-	170,600	-	-
50-708	Electric	2019 DM47B-TR Fully Configured FA Model	Digger Truck - Set and Hold Poles, Set Transformers	3ALACXFC3DKDK6991	15	2018	2033	Electric Fund	220,000	7,000	14,667	-	-	-	-	-	-	-	-	-	-
50-740	Electric	2019 Bobcat 5600 T4	Multi-function Loader, Snowblower, Dirt Work	AHG816538	5	2019	2024	Electric Fund	67,000	2,400	13,400	-	-	70,400	-	-	-	-	79,700	-	-
50-721	Electric	Skyjack SJ3226	Scissor Lift - Building Maintenance	27003301	20	2008	2028	Electric Fund	24,000	2,400	1,200	-	-	-	-	-	27,900	-	-	-	-
50-729	Electric	Ingersoll 185 90	Air Compressor (Motor Replace in 2018)	114823480932	20	2018	2038	Electric Fund	30,000	500	1,500	-	-	-	-	-	-	-	-	-	-
50-736	Electric	Thumper Radar Heavy Duty Dolly Mounted	Locate Faults in Underground Wire		20	2010	2030	Electric Fund	40,000	1,200	2,000	-	-	-	-	-	-	-	50,000	-	-
36-412	Electric	2021 Mack GR64F	Clam Truck - Pickup trees and brush - 50% Urban Forestry 50% Electric	1M2GR4GCOMM024479	15	2021	2036	Electric Fund	250,000	12,500	16,667	-	-	-	-	-	-	-	-	-	-
62-810	Electric	JOHN DEERE 310SK	BACKHOE - repair water main breaks, digging for electric paid 75% waste water and 25% electric	1T0310SKCFE276287	15	2015	2030	Electric Fund	250,000	10,000	16,667	-	-	-	-	-	-	-	78,075	-	-
50-703	Electric	Bobcat	Mini Excavator		7	2017	2024	Electric Fund	35,000		5,000	-	-	36,800	-	-	-	-	-	-	-
50-731	Electric	1820 HE Ditch Witch	Walk-behind trencher, bury secondary wires to homes		23	2000	2023	Electric Fund	37,000		1,609	-	38,000	-	-	-	-	-	-	-	-
	Electric	Generac 300KVA	Community Center Generator	98A04910-S	30	1999	2029	Electric Fund	120,000		4,000	-	-	-	-	-	-	-	142,700	-	-
	Electric	Caterpillar 600 KVA	City Hall Generator	02133	22	2003	2025	Electric Fund	120,000		5,455	-	-	-	157,500	-	-	-	-	-	-
	Electric	Generator 35 KV	50% Electric and 50% Streets, replace with 100 KV generator		30	1970	2022	Electric Fund	100,000		3,334	100,000	-	-	-	-	-	-	-	-	-
	Electric	800 MHz Radios	Handhelds (10) - @ \$3,000 per		10	2006	2019	Electric Fund	9,000	0	900	-	9,300	-	-	-	-	-	-	-	-
	Electric	800 MHz Radios	Base (1 - \$9,000)		10	2006	2019	Electric Fund	10,500	0	1,050	-	-	10,800	-	-	-	-	-	-	-
TOTALS									0	2,970,000	93,650	450,500	133,500	107,200	755,300	0	0	27,900	383,000	599,075	299,200

Building & Facility Improvements

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	City Hall		Council Chambers Service Door		30	-	2023	Municipal Building Fund	8,000		267	-	8,200	-	-	-	-	-	-	-	-
	City Hall		Council Chambers Secure Hallway		30	-	2023	Municipal Building Fund	20,000		667	-	20,500	-	-	-	-	-	-	-	-
	City Hall		Fire Station Exterior Service Doors		15	2004	2022	Municipal Building Fund	15,000		1,000	15,000	-	-	-	-	-	-	-	-	-
	City Hall		Finance Service Door		30	-	2022	Municipal Building Fund	8,000		267	8,000	-	-	-	-	-	-	-	-	-
	City Hall		Finance Secure Service Window		30	-	2028	Municipal Building Fund	125,000		4,167	-	-	-	-	-	145,000	-	-	-	-
	City Hall		Community Service Secure Window		30	-	2029	Municipal Building Fund	125,000		4,167	-	-	-	-	-	-	152,400	-	-	-
	City Hall		City Hall Tuck Pointing and Caulking		10	2004	2022	Municipal Building Fund	50,000		5,000	50,000	-	-	-	-	-	-	-	-	64,100
	City Hall		City Hall Landscape Update		5	2018	2023	Municipal Building Fund	20,000		4,000	-	20,500	-	-	-	23,200	-	-	-	-
	City Hall		City Hall Fence Police Backlot		12	-	2022	Municipal Building Fund	10,000		834	10,000	-	-	-	-	-	-	-	-	-
	City Hall		City Hall Fitness Equipment		5	2013	2024	Municipal Building Fund	5,000		1,000	-	-	5,300	-	-	-	6,100	-	-	-
	City Hall		Hydration Station Upgrades		10	2004	2023	Municipal Building Fund	10,000		1,000	-	10,300	-	-	-	-	-	-	-	-
	City Hall		City Hall Roof		25	2004	2029	Municipal Building Fund	220,000		8,800	-	-	-	-	-	-	268,100	-	-	-
	City Hall		City Hall Roof Top Units (2/50k & 2/30k)		20	2004	2027	Municipal Building Fund	160,000		8,000	-	-	-	-	90,550	90,550	-	-	-	-
	City Hall		City Hall Boilers (3)		25	2004	2030	Municipal Building Fund	50,000		2,000	-	-	-	-	-	-	-	62,500	-	-
	City Hall		City Hall MGE UPS Server Power System		20	2004	2027	Municipal Building Fund	50,000		2,500	-	-	-	-	-	56,600	-	-	-	-
	City Hall		City Hall Tennant Sweeper		15	2004	2023	Municipal Building Fund	10,000		667	-	10,300	-	-	-	-	-	-	-	-
	City Hall		City Hall Tennant Vacuum		15	2004	2023	Municipal Building Fund	10,000		667	-	10,300	-	-	-	-	-	-	-	-
	City Hall		City Hall Antenna System		30	-	2022	Municipal Building Fund	36,000		1,200	36,000	-	-	-	-	-	-	-	-	-
	City Hall		HVAC Control Updates - City Hall		20	2004	2022	Municipal Building Fund	20,000		1,000	10,000	10,250	-	-	-	-	-	-	-	-
TOTALS									952,000	0	47,283	129,000	90,350	5,300	0	0	147,150	258,750	426,600	62,500	64,100

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	47,203	48,384	49,594	50,834	52,105	53,408	54,744	56,113	57,516	58,954
Capital Expenditures	129,000	90,350	5,300	-	-	147,150	258,750	426,600	62,500	64,100
Trade in Value										

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Public Works Building		Public Works Roof		25	2008	2031	Municipal Building Fund	235,000		9,400	-	-	-	-	-	-	-	-	-	300,900
	Public Works Building		Public Works Tuck Pointing and Caulking		20	2008	2028	Municipal Building Fund	50,000		2,500	-	-	-	-	-	58,000	-	-	-	-
	Public Works Building		Public Works Landscape Update		5	-	2025	Municipal Building Fund	20,000		4,000	-	-	-	21,600	-	-	-	-	24,400	-
	Public Works Building		Public Works Roof Top Unit (1)		20	2008	2036	Municipal Building Fund	35,000		1,750	-	-	-	-	-	-	-	-	43,800	-
	Public Works Building		HVAC Control Updates - Public Works		20	2008	2024	Municipal Building Fund	20,000		1,000	-	-	10,550	10,800	-	-	-	-	-	-
TOTALS									360,000	0	18,650	0	0	10,550	32,400	0	0	58,000	0	68,200	300,900

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	18,650	19,117	19,595	20,085	20,588	21,103	21,631	22,172	22,727	23,296
Capital Expenditures	-	-	10,550	32,400	-	-	58,000	-	68,200	300,900
Trade in Value										

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Park Buildings		Hause Park HVAC		15	2020	2035	Municipal Building Fund	8,000		534	-	-	-	-	-	-	-	-	-	-
	Park Buildings		Casey Lake HVAC		15	-	2036	Municipal Building Fund	20,000		1,334	-	20,500	-	-	-	-	-	-	-	-
	Park Buildings		Mcknight Field HVAC		15	-	2029	Municipal Building Fund	15,000		1,000	15,000	-	-	-	-	-	-	-	-	-
	Park Buildings		Silver Lake Park Restrooms		12	-	2023	Municipal Building Fund	25,000		2,084	-	25,700	-	-	-	-	-	-	-	-
TOTALS									68,000	0	4,952	15,000	46,200	0	0	0	0	0	0	0	0

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	4,952	5,076	5,203	5,334	5,468	5,605	5,746	5,890	6,038	6,189
Capital Expenditures	15,000	46,200	-	-	-	-	-	-	-	-
Trade in Value										

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Various		Door Security Updates (\$1,200 / Door)	Budget for 8 Door Locks Per Year	10	-	-	Municipal Building Fund	8,000		8,000	8,000	8,200	8,500	8,700	8,900	9,100	9,300	9,600	9,800	10,000
	Various		Municipal Building Cameras (\$1,000 / Camera)	Budget for 10 Cameras Per Year	10	-	-	Municipal Building Fund	20,000		20,000	20,000	20,500	21,100	21,600	22,100	22,700	23,200	23,800	24,400	25,000
TOTALS									28,000	0	28,000	28,000	28,700	29,600	30,300	31,000	31,800	32,500	33,400	34,200	35,000

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Annual Charge	28,000	28,700	29,600	30,300	31,000	31,800	32,500	33,400	34,200	35,000
Capital Expenditures	28,000	28,700	29,600	30,300	31,000	31,800	32,500	33,400	34,200	35,000
Trade in Value										

Building & Facility Improvements

Beginning Cash	127,958	119,646	159,322	318,240	459,296	631,384	654,799	507,126	247,854	282,765
Enterprise Charge	211,095	216,373	221,783	227,328	233,012	238,838	244,809	250,930	257,204	263,635
Capital Expenditures	172,000	165,250	45,450	62,700	31,000	178,950	349,250	460,000	164,900	400,000
Trade in Value	-	-	-	-	-	-	-	-	-	-
General Fund Charge (Fire)	31,425	75,000	76,875	78,797	80,767	82,787	84,857	86,979	89,154	91,383
Franchise Fees	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000
Transfers-In From Equipment Fund	-	-	-	-	-	-	-	-	-	-
Operating Budget (Maintenance)	253,832	261,447	269,290	277,369	285,690	294,261	303,089	312,181	321,547	331,193

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Community Center		Community Center Roof		25	1990	2022	Bonding Bill or Solid Wast	250,000		10,000	250,000	-	-	-	-	-	-	-	-	-
	Community Center		Community Center Roof Top Units (3)		25	1990	2023	Bonding Bill or Solid Wast	100,000		4,000	50,000	52,550	-	-	-	-	-	-	62,450	-
	Community Center		Community Center HVAC		25	1990	2022	Bonding Bill or Solid Wast	150,000		6,000	150,000	-	-	-	-	-	-	-	-	-
	Community Center		Community Center Window and Flashing Replacement		25	1990	2022	Bonding Bill or Solid Wast	150,000		6,000	150,000	-	-	-	-	-	-	-	-	-
	Community Center		Community Center Exterior Wall Finishing		25	1990	2022	Bonding Bill or Solid Wast	50,000		2,000	50,000	-	-	-	-	-	-	-	-	-
TOTALS									2,564,000	0	28,000	660,000	62,550	0	0	0	0	0	0	62,450	0

Beginning Cash	60,060	121,623	132,175	196,854	263,150	331,103	400,755	472,149	545,328	557,887
Rent	120,000	123,000	126,075	129,227	132,458	135,770	139,165	142,645	146,212	149,868
Operating Expenditures	58,437	59,898	61,396	62,931	64,505	66,118	67,771	69,466	71,203	72,984
Enterprise Transfer	650,000	-	-	-	-	-	-	-	-	-
Capital Expenditures	650,000	52,550	-	-	-	-	-	-	62,450	-

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
												-	-	-	-	-	-	-	-	-	-
TOTALS									0	0	0	0	0	0	0	0	0	0	0	0	0

Beginning Cash	-	-	-	-	-	-	-	-	-	-
Annual Charge	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	-	-	-	-	-	-	-	-	-	-

Capital Technology

Capital Technology

		Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
Asset ID	Department											2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Information Technology		Computer Replacement Program	Approx 89 workstations City-Wide	5	2022	2022	Information Technology	2,000		36,800	10,000	30,000	31,000	32,000	33,000	34,000	35,000	36,000	37,000	38,000
	Information Technology		Desktop Telephone Program	Approx 60 desktop telephones City-Wide	5	2022	2022	Information Technology	155		2,015	2,000	1,920	2,040	2,040	2,160	2,160	2,160	2,280	2,280	2,400
	Information Technology		Surveillance Equipment	Cameras	5	2022	2022	Information Technology	7,957		8,200	7,957	8,360	8,570	8,780	9,000	9,230	9,460	9,690	9,940	10,190
	Electric		SCADA System	Total cost split with Electric, Water, Sewer and Surface Water	5	2017	2022	Electric	30,000		1,200	7,500	-	-	-	-	8,698	-	-	-	-
	Water		SCADA System	Total cost split with Electric, Water, Sewer and Surface Water	5	2017	2022	Water	30,000		1,200	7,500	-	-	-	-	8,698	-	-	-	-
	Waste Water		SCADA System	Total cost split with Electric, Water, Sewer and Surface Water	5	2017	2022	Waste Water	30,000		1,200	7,500	-	-	-	-	8,698	-	-	-	-
	Surface Water		SCADA System	Total cost split with Electric, Water, Sewer and Surface Water	5	2017	2022	Surface Water	30,000		1,200	7,500	-	-	-	-	8,698	-	-	-	-
	Waste Water		SCADA System Lift Station Panels		5	2019	2024	Waste Water	30,000		6,000	-	-	32,310	-	-	-	-	35,660	-	-
	Waste Water		SCADA Computer		5	2017	2022	Waste Water	20,000		4,000	20,000	-	-	-	-	23,190	-	-	-	-
	Information Technology		Body Camera Software	5 year replacement	5	2021	2026	Information Technology	12,000		2,400	2,400	2,520	2,580	2,650	2,720	2,780	2,850	2,920	3,000	3,070
	Cable PEG Fees		Council AV Technology	Cablecast equipment	10	2020	2030	Cable PEG Fees	150,000		15,000	-	-	-	-	-	-	-	-	187,330	-
	Information Technology		Non-Workstation Hardware	Smartboards, other technology	1	2021	2022	Information Technology	10,000		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
		TOTALS						0	352,112	0	89,215	82,357	82,800	86,500	55,470	56,880	116,150	59,470	96,550	249,550	63,660
Beginning Cash												205,190	192,815	213,497	204,154	229,699	257,885	231,055	265,371	267,297	121,147
Annual Charge												69,982	73,482	77,157	81,015	85,066	89,320	93,786	98,476	103,400	108,570
Annual Expenditures												82,357	82,800	86,500	55,470	56,880	116,150	59,470	96,550	249,550	63,660

Pavement Preservation

Road & Alliyways

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Street Maintenance		Maintenance Overlays - includes sidewalks and curb		1		2022	Street Maintenance	350,000		350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
	Street Maintenance		Crack Seal		2		2022	Street Maintenance	70,000		36,000	70,000	-	73,600	-	77,300	-	81,200	-	85,300	-
	Street Maintenance		Striping		1		2022	Street Maintenance	10,000			4,100	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	Downtown		Beautification				2022		140,000		140,000	92,449	89,360								
TOTALS												516,549	449,360	433,600	360,000	437,300	360,000	441,200	360,000	445,300	360,000

Parking Lots

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Street Maintenance		City Hall North & South Parking Lot		10		2023	Street Maintenance	15,000		1,500	-	15,400	-	-	-	-	-	-	-	-
	Street Maintenance		City Hall Police Parking Lot		10		2027	Street Maintenance	75,000		7,500	-	-	-	-	-	84,900	-	-	-	-
	Street Maintenance		7th & Margaret Parking Lot		25		2022	Bond	1,008,000		40,320	1,008,000	-	-	-	-	-	-	-	-	-
	Street Maintenance		7th & Margaret Parking Lot - Surface Water		25		2022	Bond	292,000		11,680	292,000	-	-	-	-	-	-	-	-	-
	Street Maintenance		Charles & Sepala Blvd Parking Lot		15		2022	Street Maintenance	88,000		5,867	88,000	-	-	-	-	-	-	-	-	-
	Street Maintenance		Sepala Blvd between Margaret & Helen Parking Lot		15		2029				2,000	-	-	-	-	-	-	35,700	-	-	-
	Street Maintenance		Helen & Sepala Parking Lot - Well #3		15		2030	Street Maintenance	30,000		621	-	-	-	-	-	-	-	-	11,400	-
	Street Maintenance		Old Medical Center Parking Lot		15		2031	Street Maintenance	9,303		1,551	-	-	-	-	-	-	-	-	-	29,100
	Street Maintenance		Public Works Parking Lot		10		2026	Street Maintenance	23,262		4,897	-	-	-	-	54,100	-	-	-	-	-
	Street Maintenance		Rotary Park Parking Lot		10		2024	Street Maintenance	48,969		2,284	-	-	24,000	-	-	-	-	-	-	-
	Street Maintenance		Cassoy Lake Parking Lot		10		2024	Parks Fund	22,836			-	-	31,600	-	-	-	-	-	-	-
	Street Maintenance		McKnight Field Parking Lot		10		2023	Parks Fund	30,000		3,000	-	130,600	-	-	-	-	-	-	-	-
	Street Maintenance		Hause Park Parking Lot		10		2025	Parks Fund	127,408		12,741	-	-	-	-	-	-	-	-	-	-
									30,000		3,000	-	-	-	32,400	-	-	-	-	-	-
TOTALS												1,388,000	146,000	55,600	32,400	54,100	84,900	0	35,700	11,400	29,100

Retaining Walls

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Street Maintenance		Community Center West Retaining Wall		20		2035	Street Maintenance	25,000		1,250	-	-	-	-	-	-	-	-	-	-
	Street Maintenance		17th Ave Retaining Walls		20		2028	Street Maintenance	25,000		1,250	-	-	-	-	-	-	29,000	-	-	-
	Street Maintenance		Lake Blvd Retaining Wall		20		2036	Street Maintenance	10,000		500	-	-	-	-	-	-	-	-	-	-
	Street Maintenance		Concrete Retaining Wall around Franklin Pond		20		2038	Street Maintenance	50,000		2,500	-	-	-	-	-	-	-	-	-	-
TOTALS												0	0	0	0	0	0	29,000	0	0	0

Beginning Cash	2,419,979	961,879	809,879	674,679	636,279	498,879	407,979	291,779	250,079	147,379
LGA	266,449	263,360	174,000	174,000	174,000	174,000	174,000	174,000	174,000	174,000
MSA Maintenance	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000
General Fund Transfer	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Annual Charge										
Annual Expenditures	1,904,549	595,360	489,200	392,400	491,400	444,900	470,200	395,700	456,700	389,100

URBAN FORESTRY DEPARTMENT (360)

GENERAL PARKS (400)

WATER (520)

SURFACE WATER (540)

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Parks, Playgrounds, Paths, Open Space

Trails & Walking Paths

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	General Parks		Casey Lake Trail		10	2013	2023	General Fund	50,000		5,000	-	-	-	-	55,200	-	-	-	-	-
	General Parks		Silver Lake Trail		10	2020	2035	General Fund	50,000		5,000	-	-	-	-	-	-	-	-	-	-
	General Parks		Franklin Trail		10	2017	2027	General Fund	20,000		2,000	-	-	-	-	-	22,700	-	-	-	-
	General Parks		Tower Park Road		30	1906	2026	General Fund	15,000		500	-	-	-	-	16,600	-	-	-	-	-
		TOTALS							135,000	0	12,500	0	0	0	0	71,800	22,700	0	0	0	0

Parks

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost									
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	General Parks		Pavilion Maintenance - (Silver Lake, Hause, Northwood, 2 at Rotary)		5		2022	General Fund	25,000		5,000	-	-	-	-	-	28,300	-	-	-	-
	General Parks		Park Fencing at McKnight		20		2025	General Fund	40,000		2,000	-	-	-	-	43,100	-	-	-	-	-
	General Parks		Dugouts at McKnight (4 total \$25k each)		20		2025	General Fund	50,000		2,500	-	-	-	-	53,900	-	-	-	-	-
	General Parks		Casey Lake Building and Playground Irrigation System		15		2023	General Fund	10,000		667	-	10,300	-	-	-	-	-	-	-	-
	General Parks		Casey Lake Fishing Dock		25		2037	General Fund	25,000		1,000	-	-	-	-	-	-	-	-	-	-
	General Parks		Hause Park Tennis Court Rehab and ADA Walkway		25		2022	Park Dedication Fund	100,000		4,000	100,000	-	-	-	-	-	-	-	-	-
	General Parks		Signage for All Parks		15		2022	General Fund	36,000		2,400	36,000	-	-	-	-	-	-	-	-	-
	General Parks		Casey Lake Hockey Rink Maintenance		20		2023	Park Fund	50,000		2,500	-	51,300	-	-	-	-	-	-	-	-
	General Parks		Northwood Park Warming House and Bathrooms Update		30		2024	Park Dedication , Park Fund, Bonding, Grants	500,000		16,667	-	-	525,400	-	-	-	-	-	-	-
	General Parks		Northwood Park Shelter Replacement		20		2024	Park Dedication , Park Fund, General	40,000		2,000	-	-	42,100	-	-	-	-	-	-	-
	General Parks		Splash Pad and Play Structure (location TBD)		20		2025	Park Dedication , Park Fund, Bonding, Grants	550,000		27,500	-	-	-	592,300	-	-	-	-	-	-
	General Parks		Casey Lake Outdoor Exercise Equipment		15		2026	Park Dedication , Park Fund	100,000		6,667	-	-	-	-	110,400	-	-	-	-	-
	General Parks		Casey Lake Open Air Shelter		20		2026	Park Dedication , Park Fund, General	40,000		2,000	-	-	-	-	44,200	-	-	-	-	-
	General Parks		Hause Park Playground Equipment		20		2027	Park Dedication , Park Fund	100,000		5,000	-	-	-	-	-	113,200	-	-	-	-
	General Parks		Silver Lake Park Playground Equipment		20		2028	Park Dedication , Park Fund, Grants	200,000		10,000	-	-	-	-	-	-	232,000	-	-	-
												-	-	-	-	-	-	-	-	-	-
		TOTALS							125,000	0	89,901	136,000	61,600	567,500	689,300	154,600	141,500	232,000	0	0	0

STREET MAINTENANCE DEPARTMENT (360)

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Streets & Utility Reconstruction

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SURFACE WATER (540)

Asset ID	Department	Make/Model	Notes	Serial or Additional Notes	Target Replace Cycle Years	In-service Date	Replace Year	Funding Source	2022 Estimated Replacement Cost	Estimated Trade Value	2022 Charge	Future Replacement Cost										
												2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
			7th Ave E (Concrete Pavement)		30		2022	Bond	453,000			453,000	-	-	-	-	-	-	-	-		
			Helen Street (Concrete Pavement)		30		2022	Bond	176,000			176,000								-		
			4th Avenue		30		2022	Bond	350,000			350,000										
			7th Avenue (Concrete Pavement)		30		2025	Bond	763,000			-			821,700							
			7th Avenue (Bituminous Pavement)		30		2025	Bond	308,000			-			331,700							
			Margaret Street (Concrete Pavement)		30		2025	Bond	204,000			-			219,700							
			Margaret Street (Bituminous Pavement)		30		2025	Bond	1,053,000			-			1,134,000							
			Margaret Street		30		2025	Bond	165,000			-			177,700							
			Buhl Avenue, Gerald Avenue, Shawnee Drive		30		2027	Bond	667,000						754,700							
			Chisholm Avenue, Mesabi Avenue, Gerald Avenue		30		2029	Bond	1,036,000									1,231,500				
			TOTALS							0	5,175,000	0	0	979,000	0	0	2,684,800	0	764,700	0	1,231,500	0

[illegible]

WATER (520)

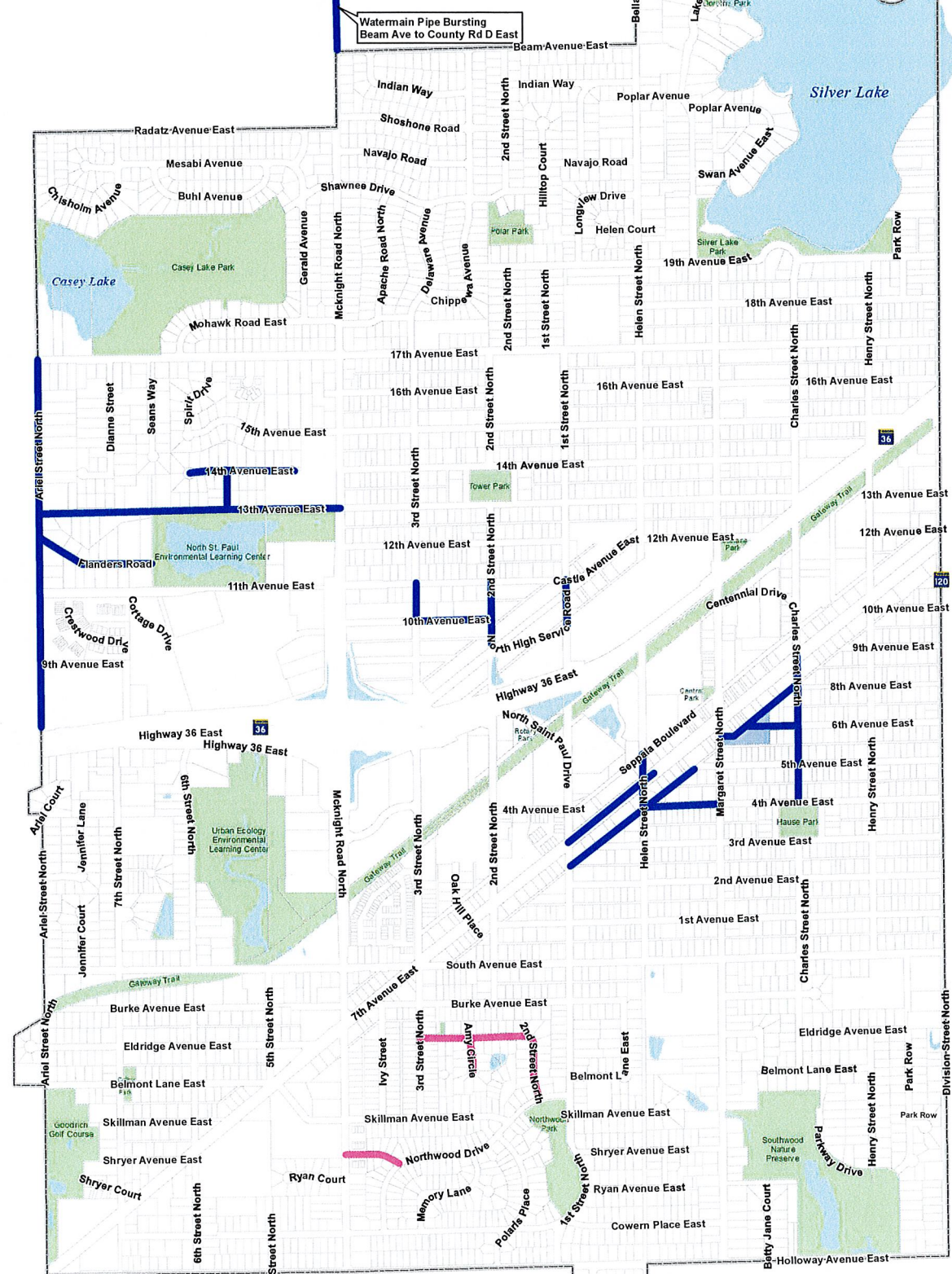
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Capital and Maintenance Project Costs and Funding - 2022 Project Locations
City of North St. Paul
2-Sep-21

Project	Project Area	Total Cost Breakdown					
		Total Cost	Streets (CIP)	Streets (Maintenance)	Sanitary	Water	Storm
7th Ave Project	7th Avenue E (Concrete Pavement)	\$ 2,655,000.00	\$ 1,961,000.00		\$ -	\$ 241,000.00	\$ 453,000.00
	Helen Street (Concrete Pavement)	\$ 918,000.00	\$ 533,000.00		\$ 151,000.00	\$ 58,000.00	\$ 176,000.00
	4th Avenue	\$ 1,206,000.00	\$ 528,000.00		\$ 160,000.00	\$ 168,000.00	\$ 350,000.00
	Alley (4th Ave to 5th Ave)	\$ 243,000.00	\$ 243,000.00		\$ -	\$ -	\$ -
	Project Subtotal	\$ 5,022,000.00	\$ 3,265,000.00	\$ -	\$ 311,000.00	\$ 467,000.00	\$ 979,000.00
Parking Lot Reconstruction Project	Parking Lot Reconstruction	\$ 1,300,000.00	\$ 1,008,000.00		\$ -	\$ -	\$ 292,000.00
	Charles Street N	\$ 88,000.00	\$ -	\$ 88,000.00	\$ -	\$ -	\$ -
	Project Subtotal	\$ 1,388,000.00	\$ 1,008,000.00	\$ 88,000.00	\$ -	\$ -	\$ 292,000.00
Redamation Project (w/ Maplewood)	Ariel Street N (50% of Area, cost shared)	\$ 438,000.00	\$ 303,000.00		\$ -	\$ 135,000.00	\$ -
	14th Ave E	\$ 59,066.70	\$ -	\$ 59,066.70	\$ -	\$ -	\$ -
	13th Ave E	\$ 165,580.80	\$ -	\$ 165,580.80	\$ -	\$ -	\$ -
	Flanders Road	\$ 61,549.95	\$ -	\$ 61,549.95	\$ -	\$ -	\$ -
	Spirit Hills Lane	\$ 17,267.25	\$ -	\$ 17,267.25	\$ -	\$ -	\$ -
	Project Subtotal	\$ 741,464.70	\$ 303,000.00	\$ 303,464.70	\$ -	\$ 135,000.00	\$ -
McKnight Watermain Project	McKnight Rd (Beam to CR D) - County to overlay in 2023	\$ 517,000.00	\$ -		\$ -	\$ 517,000.00	\$ -
	Project Subtotal	\$ 517,000.00	\$ -	\$ -	\$ -	\$ 517,000.00	\$ -
10th Ave Utility Improvements Project	10th Avenue E	\$ 413,000.00	\$ 413,000.00		\$ -	\$ -	\$ -
	Additional Watermain Work (10th Ave E)	\$ 162,000.00	\$ -		\$ -	\$ 162,000.00	\$ -
	Project Subtotal	\$ 575,000.00	\$ 413,000.00	\$ -	\$ -	\$ 162,000.00	\$ -
Sanitary Sewer Lining Project	Additional Sanitary Work (10th Ave E, 2nd St N, N High Service Rd, 7th Ave Alley, 4th Ave, 6th Ave)	\$ 876,000.00	\$ -		\$ 876,000.00	\$ -	\$ -
	Project Subtotal	\$ 876,000.00	\$ -	\$ -	\$ 876,000.00	\$ -	\$ -
Maintenance Overlay Projects	Eldridge Ave E	\$ 48,625.50	\$ -	\$ 48,625.50	\$ -	\$ -	\$ -
	2nd Street N	\$ 28,045.50	\$ -	\$ 28,045.50	\$ -	\$ -	\$ -
	Amy Circle	\$ 20,401.50	\$ -	\$ 20,401.50	\$ -	\$ -	\$ -
	Shryer Ave E	\$ 23,152.50	\$ -	\$ 23,152.50	\$ -	\$ -	\$ -
	Project Subtotal	\$ 120,225.00	\$ -	\$ 120,225.00	\$ -	\$ -	\$ -
Funding Totals		\$ 9,239,689.70	\$ 4,989,000.00	\$ 511,689.70	\$ 1,187,000.00	\$ 1,281,000.00	\$ 1,271,000.00

Anchor Development City Stormwater Ponds Filter Completion	Anchor Development Site	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
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2022 Project Locations North St. Paul, MN



NORTH ST. PAUL
extraordinary.

0 425 850 1,700
Feet

2022 Project Locations
Maintenance Overlays (By Public Works)

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