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**To:** Mayor Nelson and Members of the City Council  
**Cc:** Daniel Buchholtz, MMC, Administrator, Clerk/Treasurer  
**From:** Wanda Brown, Accounting Clerk/Special Projects Coordinator  
**Date:** November 30, 2020  
**Subject:** Proposed Recycling Budget 2021

Attached you will find the 2020 projected revenues and expenditure, along with the actual revenues and expenditures from the year as of November 30, 2020. 2020 revenues will appear to be below budget until after we submit our July - December 2020 SCORE Report and our reimbursement form to Xcel Energy for the recycling of fluorescent bulbs. which will be submitted in January 2021. Overall, we are projecting a shortage to end the year.

The shortage is a result of two factors. The first is that not all revenue were collected due to COVID. The amount we normally collect as penalties was waved for the last three quarters of 2020, resulting in a projected shortfall of \$1,600.00. The second factor is the way the special events were structured this year. The cities in Anoka County decided to reduce the number of recycling events held while increasing the number of free items residents could recycle per event. While this idea sounded good in theory, the COVID-19 pandemic resulted in residents having more free time to clean out their basements and garages to dispose of long forgotten items. While this was beneficial to the residents, it had a negative impact on the City's bottom line.

There are adequate reserves in the Recycling Fund to cover the projected shortfall for 2020.

The 2021 projected revenues and expenditures are based off of the revenues and expenditures from 2020. We are recommending a balanced budget for 2021, which will be accomplished through returning the number of free items back to two (2) items per event, reducing mailing costs by sending out information with the utility bills rather than through separate mailings and reinstating penalties for late payments. We are not requesting a recycling rate increase for 2021.

If you have any questions I would be more than willing to answer them. I can be contacted at 763-792-7219, Monday - Friday from 8:00 am - 4:30 pm.

Thank you.

# PROPOSED 2021 RECYCLING BUDGET

	PROJECTED BUDGET 2019	ACTUAL BUDGET 2019	PROJECTED BUDGET 2020	BDUGET TO DATE 2020	PROPOSED FINAL 2020	PROJECTED BUDGET 2021
<b>REVENUES</b>						
ANOKA CTY LANDFILL		58,185.59	59,145.00	24,610.64	59,145.00	57,072.00
INTEREST		1,779.42				
REFUND & REIMBURSEMENT	830.00	812.77	1,500.00	1,502.37	1,502.37	1,500.00
CLEAN UP/YARD WASTE	65,205.00	7,139.46	4,000.00	2,749.66	5,089.51	3,000.00
RECYCLING COLLECTION*	129,000.00	131,718.96	129,000.00	126,057.90	126,057.90	129,914.00
RECYCLING PENALTIES	1,762.96	1,949.35	1,900.00	371.11	371.11	1,229.00
RECYCLING GRANT						
<b>TOTAL</b>	<b>196,797.96</b>	<b>201,585.55</b>	<b>195,545.00</b>	<b>155,291.68</b>	<b>192,165.89</b>	<b>192,715.00</b>
<b>EXPENDITURES</b>						
SALARY	24,094.00	24,093.77	24,816.82	21,892.63	23,718.57	24,544.00
VAC BUY BACK	721.00	720.18	750.00		785.59	800.00
PERA	1,727.08	1,727.08	1,780.29	1,641.88	1,778.82	1,841.00
FICA/MEDICARE	1,811.00	1,810.13	1,865.00	1,615.14	1,749.70	1,878.00
HEALTH INSURANCE	5,280.00	5,279.34	5,515.11	4,936.02	5,405.93	5,426.00
LIFE INSURANCE	25.00	22.08	25.00	20.24	22.08	22.00
MEDICARE						
WORKERS COMPENSATION	150.00	-	150.00			150.00
OFFICE SUPPLIES	75.00	16.14	75.00	40.70	40.70	75.00
OPERATING SUPPLIES	125.00	86.50	125.00			125.00
POSTAGE	4,000.00	3,925.50	3,500.00	2,220.92	2,220.92	2,500.00
LEGAL FEES						
TRAVEL EXPENSES	310.00	309.45	300.00	34.50	34.50	150.00
PRINTING & PUBLISHING	4,825.00	4,820.46	4,600.00	3,332.45	3,332.45	3,000.00
CONTRACTUAL SERVICES**	88,404.48	88,428.04	93,401.88	77,954.90	93,521.88	96,204.00
PARK RECYCLING	2,294.40	2,752.30	2,294.00			
CLEAN UP/YARD WASTE	45,640.00	45,638.30	45,000.00	56,806.22	56,806.22	45,000.00
COMMUNITY EVENT/PARK	14,050.00	14,039.57	9,000.00	6,105.43	6,455.43	6,000.00
CONFERENCE & SCHOOL	-	-	-			
DUES & SUBSCRIPTIONS	-	-	-			
MISC.						
CAPITAL OUTLAY						
PERMANENT TRANSFERS	4,000.00	4,000.00	5,000.00	5,000.00	5,000.00	5,000.00
<b>RECYCLING FUND TOTAL</b>	<b>197,531.96</b>	<b>197,668.84</b>	<b>198,198.10</b>	<b>181,601.03</b>	<b>200,872.79</b>	<b>192,715.00</b>
<b>NET</b>	<b>(734.00)</b>	<b>3,916.71</b>	<b>(2,653.10)</b>	<b>(26,309.35)</b>	<b>(8,706.90)</b>	<b>-</b>