



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: July 30, 2020

Subject: 2021 Administrator's Budget Proposal

On behalf of the City's Department Heads, I am pleased to present the proposed 2021 budget for City Council consideration. COVID-19 has brought uncertainty into the budget process. The Department Heads have done a great job holding the line on expenditures for the 2021 fiscal year.

The City is anticipating the receipt Local Government Aid (LGA) from the State of Minnesota for 2021. The Minnesota Department of Revenue has certified that the City will receive \$546,048 in LGA for 2021, an increase of \$36,937 from 2020. Much of the City's LGA is utilized for one-time capital improvements rather than operating expenditures.

Staff allocated the City's LGA allotment as follows:

- Transfer \$50,000 to Fund 384, 2013A Fire Department Bonds. This transfer will cover the debt service payments for the City's portion of the SBM Fire Station #3 bond. The bonds will be paid off in 2026.
- Transfer \$25,000 to the Storm Water Fund. There is no dedicated funding source for the City's storm water maintenance. We were fortunate to end the 2019 fiscal year with surplus funds, some of which the City Council transferred to the Storm Water Rehab fund. With additional mandates anticipated from the State and Federal Governments, it is important to continue setting aside resources to fund future maintenance and governmental mandates. The City Engineer is continuing to work on a study for the establishment of the Storm Water Utility that would be added to the City utility bill. Once that study is complete, we will present it to the City Council for consideration.
- Transfer \$40,000 to the 2013B G.O. Capital Improvement Bond Debt Service Fund. This will cover 50% of the debt service for the Public Works Facility bond. The remaining debt service payment will come from the Public Utilities Renewal and Replacement Fund. This bond will be fully repaid in December 2023.
- Transfer \$10,000 to the Public Safety Radio Replacement Fund. This is the third year the City has aside funds for the next public safety radio replacement. Chief Ebeltoft expects the radios to last 7 more years. This transfer will allow the City to accumulate \$100,000 for the replacement of radios in 2027.
- Transfer \$9,157 from the General Fund to set aside funds for Emergency Management, Animal Control, the Police Reserve Program, the Chaplain Program and Forestry.
- Set aside \$15,000 to the Election Fund. The costs of running the election have been growing. Staff sets aside funds each year to fund the elections held in even number years. There are no municipal elections scheduled for 2021, but two elections in 2022.

- Set aside \$25,000 to apply toward the City's severance liability. There are anticipated retirements in the next five years and funds will be needed to cash in sick leave and vacation time pursuant to union contracts and Post Employment Health Care Savings plan policies.
- Utilize \$88,521 for Capital Improvements in the General Fund. The capital improvements located in the General Fund are \$37,471 for the Police Department's squad car replacement, \$6,400 for the Terrace Park Court Rehabilitation, \$44,650 for the City's portion of the SBM Fire Department's capital budget. Staff will discuss the SBM Fire Department capital request later in this memorandum.
- Used \$50,000 to reduce the transfer from the municipal liquor proceeds (see discussion later in memo).
- Set aside \$30,000 in the Contingency Account to cover any payroll costs associated with the Compensation Study to be completed by the City Council.
- Utilize \$203,370 for General Operations.

The following is a summary of the 2021 budget by Department/Category:

	2020	2021	% difference
<i>Revenue:</i>			
Tax Levy	\$ 3,285,402.00	\$ 3,317,495.00	0.98%
Intergovernmental Revenue	644,788.00	689,048.00	6.86%
Permits and Licenses	156,752.00	160,562.00	2.43%
Charges for Current Services	156,181.00	156,763.00	0.37%
Miscellaneous Revenues	110,320.00	112,784.00	2.23%
Interfund Transfers	169,147.00	145,666.00	-13.88%
TOTAL	<u>\$ 4,522,590.00</u>	<u>\$ 4,582,318.00</u>	1.32%
<i>Expenditure:</i>			
City Council	\$ 72,627.00	\$ 70,740.00	-2.60%
Administration	479,950.00	435,118.00	-9.34%
Assessor	37,040.00	37,040.00	0.00%
Audit	11,013.00	11,300.00	2.61%
I.T.	64,145.00	61,305.00	-4.43%
Legal	122,500.00	122,500.00	0.00%
Engineering	7,500.00	7,500.00	0.00%
Planning and Zoning	1,025.00	1,025.00	0.00%
Government Buildings	103,705.00	128,571.00	23.98%
Police	1,881,853.00	1,990,890.00	5.79%
Fire	293,842.00	291,710.00	-0.73%
Code Enforcement	193,913.00	191,404.00	-1.29%
Streets	261,269.00	275,616.00	5.49%
Recreation	325,906.00	343,498.00	5.40%
Parks	325,830.00	343,601.00	5.45%
Miscellaneous	340,472.00	270,500.00	-20.55%
TOTAL	<u>\$ 4,522,590.00</u>	<u>\$ 4,582,318.00</u>	1.32%

There are a number of areas in the budget where there were changes. These are outlined below:

- **Administration.** There was a 9.34% reduction in the Administration budget for 2021. This is the result of a reorganization that reduced staffing levels in the Administration Department by 0.6 FTEs, as well as the new Accountant starting at a lower step than the previous incumbent.
- **Salaries.** The union contracts in effect for 2020-2021 calls for a 3% cost of living adjustment for all union employees in 2021. The budget reflects this COLA adjustment for all employees.
- **Fire.** The Fire Department operations budget is set to decrease slightly by approximately \$2,100. This is the result of the Fire Department eliminating nearly all of their capital budget requests for 2021. The only items in the Fire Department capital budget includes the debt service for the two SBM Equipment Certificates, and Personal Protective Equipment (PPE). The proposed budget reflects the possibility of an amendment to the Joint Powers Agreement between the cities of Blaine, Mounds View and Spring Lake Park that will freeze the SBM fire contract formula at 8.5% of expenditures for Spring Lake Park, 15.5% for Mounds View and 76% for Blaine. The JPA amendment is still being negotiated between the three cities.
- **Government Buildings.** Staff is requesting an allocation of \$18,700 to authorize the hiring of a cleaning company to clean the City Hall complex three times per week. In addition, the company would do a hot water carpet extraction on an annual basis. City Hall is currently cleaned by Public Works. While we appreciate their work, the cost of repurposing a Public Works employee to clean City Hall is approximately \$41,000, including benefits. By hiring the cleaning company, we would be able to repurpose these hours to work needing to be done out in the field.

Liquor Fund Transfer

The City Council, during the 2019 budget process, approved a phase-out of the transfer of the municipal liquor proceeds. The original schedule called for the transfer to be zeroed out for 2021. In an effort to reduce the levy increase, staff has proposed the creation of one additional step toward phasing out the transfer. Staff is proposing the following revised schedule from the municipal liquor proceeds (now located in Fund 401:

2020 budget	\$50,000
2021 budget	\$25,000
2022 budget and beyond	\$0

It is anticipated that the vast majority of the Hy-Vee property value will be on the property tax roll for taxes payable 2022.

Local Government Aid & State Budget Deficit

The City is scheduled to receive \$548,927 in Local Government Aid under current law. That amount is reflected in the proposed 2021 budget.

Prior to the COVID-19 pandemic, the State of Minnesota was anticipating a \$1.5 billion surplus for the July 2019- June 2021 biennium. With the economic disruptions caused by COVID-19, the State commissioned a updated budget forecast which projected a budget deficit of \$2.4 billion dollars, or \$4 billion swing from the February forecast. There were a number of unknowns at that point including the path of the pandemic, consumer and business confidence, business survival, financial market

volatility, impact of fiscal and monetary policy, federal support, and revenue delays. The good news is that the State of Minnesota held a \$2.4 billion rainy day fund to help address this budget deficit. In order for the Governor to unallot a budget line item, the State must spend down the entire rainy day fund. With this in mind, staff believes it is unlikely that the Governor will unallot the December Local Government Aid payment. While that is good news for the 2020 fiscal situation, we do not know the State's financial picture for not only the remainder of this current biennium but the next biennium beginning July 1, 2021. If the budget deficit for the current biennium increases and/or if the November budget forecast projects a deficit for the 2021-23 biennium, there could be negative impacts to the City's local government aid allocation.

The City Council could consider any of the following:

- Approve a balanced budget with the certified 2021 Local Government Aid allocation. If there is a Local Government Aid cut, the City will need to make budget adjustments to the City's 2021 budget
- Approve a budget with a surplus funds. While this would require a higher levy increase on the residents, it would provide the City Council with flexibility to address a potential Local Government Aid cut.
- Plan to utilize any surplus funds from the 2020 budget year to reduce the impact of a Local Government Aid cut in 2021. With the CARES Act dollars being able to cover salary and benefits for staff activities associated with the City's response to COVID-19, it is conceivable that there will be surplus funds from 2020 that could be used to soften the blow of any aid reductions in 2021. It is important to note that typically we utilize these surplus funds for capital improvement projects in the community (for example storm water improvements).

The uncertain revenue picture is something that the City Council should consider when adopting the proposed 2021 budget. Staff will have more thoughts on this to present to the City Council during the budget workshop.

City Council Salaries

The City Council may increase its salary by adopting an ordinance doing so. The Ordinance must be adopted and published prior to the November 3 election to take effect on January 1, 2021. The 2021 proposed budget will need to be adjusted to reflect any changes the City Council wishes to make.

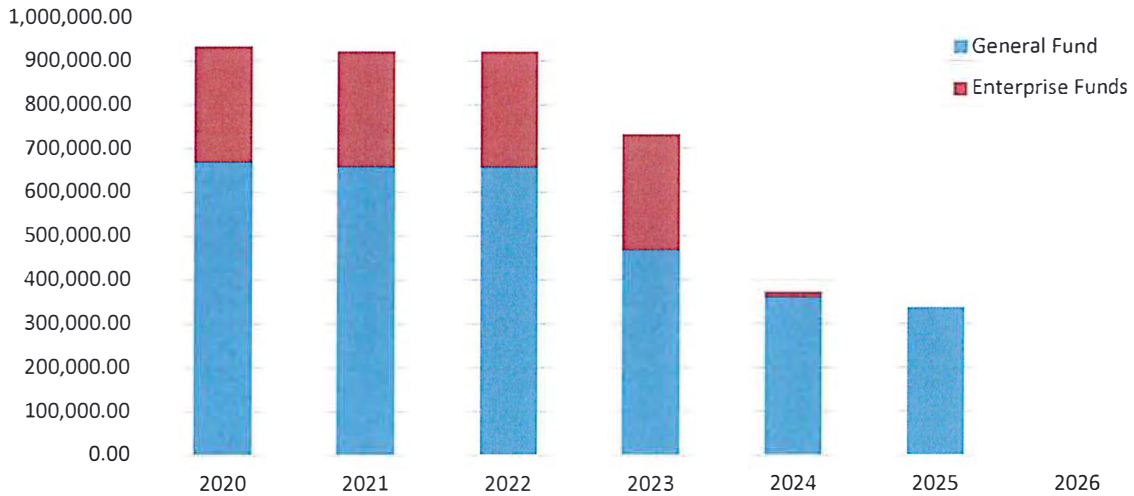
Debt Service

The City levies debt service for two debt issues - the 2014A General Obligation Improvement Bond and the 2018A General Obligation Equipment Certificate. An analysis of the two debt issues show that a minor increase in the debt service levy is needed in order to ensure collection of funds to repay these bonds.



The City's overall debt position is good. At the present time, all City debt is scheduled to be paid off in six years. We are anticipating the issuance of another 5-year Equipment Certificate in 2022 to cover large capital equipment purchases for fiscal years 2023-2027.

City of Spring Lake Park Debt Service Schedule 2020-2026

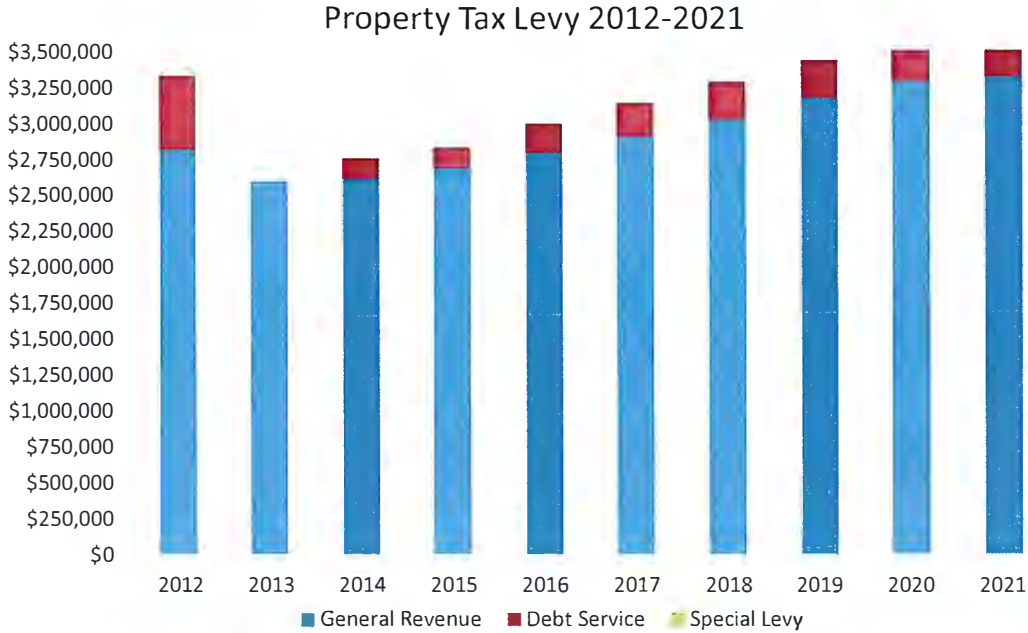


Proposed Property Tax Levy

The proposed 2021 tax levy is as follows:

	2020	2021	% difference
General Government	3,285,402.00	3,317,495.00	0.98%
Debt Service Levy	<u>267,844.00</u>	<u>264,485.00</u>	-1.25%
TOTAL	<u><u>3,553,246.00</u></u>	<u><u>3,581,980.00</u></u>	0.81%

The following chart shows the City's tax levy for the past 10 years.



Budget Workshop

The budget workshop is scheduled for Monday, August 10, 2020 at 5:30pm at Spring Lake Park City Hall.

If you have any questions regarding the proposed 2021 budget, please don't hesitate to contact me at 763-784-6491.



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: July 30, 2020
Subject: Council Salary Survey

The salary for the City Council is established by ordinance. Pursuant to State Law, it must be adopted prior to an election and cannot be implemented until after the next municipal election, regardless of when the ordinance is adopted.

Since there is a municipal election upcoming in 2020, staff has taken the liberty of conducting a salary survey. We chose cities with similar characteristics to Spring Lake Park. I would like to thank Executive Assistant Jenny Gooden for contacting the cities listed below to obtain their information.

Below are the results of the salary survey:

City	Population	Mayor Salary	Council Salary
Spring Lake Park	6,800	\$7,440	\$5,952
St. Francis	8,057	\$6,000	\$4,800
Mahtomedi	8,315	\$6,000	\$4,800
St. Anthony	9,082	\$8,700	\$7,200
Arden Hills	10,245	\$7,500	\$6,750
Little Canada	10,591	\$6,700	\$5,850
North Branch	10,886	\$5,000	\$4,000
Mendota Heights	11,492	\$5,700	\$4,200
North St. Paul	12,547	\$6,400	\$5,200
Mounds View	13,242	\$6,300	\$5,700
Vadnais Heights	13,890	\$7,500	\$6,000
<i>Average Salary</i>		\$7,449	\$5,495

It is important to note that these salaries are what are in effect for 2020 and do not reflect any changes these cities may make to the City Council compensation.

If you have any questions regarding this information, please don't hesitate to contact me at 763-784-6491.

		HISTORICAL REVENUE RECAP 2016-2021					PAGE R-1	
ACCT #	GENERAL FUND DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 BUDGET	2021 BUDGET	
TAX LEVY:								
101-31010	CURRENT TAXES-LEVY	2,699,709.57	2,847,368.58	2,958,290.70	3,119,424.41	3,285,402	3,317,495	
101-31020	DELINQUENT TAXES	59,146.84	28,619.47	52,106.54	41,800.49	0	0	
101-31050	EXCESS TIF	0.00	0.00	0.00	0.00	0	0	
101-31910	TAX PENALTIES & INTERES	9,025.94	5,151.93	10,866.01	10,072.62	0	0	
INTERGOVERNMENTAL REVENUE:								
101-33401	LOCAL GOVERNMENT AID	335,218.00	340,121.00	393,162.00	396,715.00	504,788	546,048	
101-33404	PERA INCREASE AID	5,775.00	5,775.00	5,775.00	5,775.00	0	0	
101-33407	STATE FIRE AID	0.00	0.00	0.00	0.00	0	0	
101-33416	POLICE TRAINING REIM	3,121.61	3,497.20	10,527.04	10,935.95	5,000	8,000	
101-33421	POLICE-PERA	88,889.67	91,670.49	95,701.06	100,754.90	90,000	95,000	
101-35101	COURT FINES	54,481.62	41,093.09	40,009.82	39,868.61	45,000	40,000	
PERMIT AND LICENSES:								
101-32110	LIQ,WINE,NON-INTOX,CLUE	31,591.64	26,989.49	40,799.35	32,659.69	29,500	29,500	
101-32111	OFF-SALE LIQUOR	-	-	-	310.00	-	310	
101-32178	PAWN INVESTIGATION FEE	-	-	-	100.00	-	-	
101-32179	PAWN SHOP LICENSES	6,352.00	6,252.00	6,252.00	6,252.00	6,252	6,252	
101-32180	CIG,DANCE,USED CAR,MIS	6,025.00	6,143.00	5,896.32	6,103.68	6,000	6,000	
101-32181	SIGN PERMITS	3,452.00	6,767.00	6,394.74	13,117.50	5,000	8,000	
101-32208	CONTRACTORS LICENSE	8,090.00	10,045.00	9,630.00	11,320.00	8,000	8,500	
101-32210	BUILDING PERMITS	88,305.39	202,160.17	173,578.89	141,590.87	75,000	75,000	
101-32211	BLDG PERMIT SURCHG	3,213.93	5,419.22	7,369.74	5,560.71	5,000	5,000	
101-32215	DEMOLITION PERMIT	-	-	-	150.00	-	-	
101-32230	PLUMBING PERMITS	5,031.00	16,747.00	5,126.00	10,196.92	5,000	5,000	
101-32231	PLBG PERMIT SURCHG	106.00	878.00	83.00	150.14	1,000	1,000	
101-32232	HEATING & A/C PERMITS	11,635.38	54,707.02	24,802.43	30,979.66	10,000	10,000	
101-32233	HTG & A/C SURCHGS	270.18	1,060.52	591.99	936.06	1,000	1,000	
101-32240	DOG & CAT REGISTRATION	424.00	396.00	694.00	670.00	400	400	
101-32260	CERT OF OCCUPANCY	3,700.00	2,600.00	1,800.00	3,400.00	2,600	2,600	
101-32261	VACANT PROPERTY REG**	5,200.00	1,456.33	2,800.00	2,400.00	2,000	2,000	
101-32262	SOLICITORS LICENSE	0.00	50.00	0.00	100.00	0	0	
CHARGES FOR CURRENT SERVICES:								
101-34102	ZONING LETTERS	0.00	200.00	400.00	100.00	200	200	
101-34103	SUP,ZONING,VARIANCE	10,195.00	5,890.00	6,115.00	7,760.00	3,500	3,500	
101-34104	PLAN REVIEW FEES	28,420.30	111,040.66	84,082.81	79,463.44	40,000	40,000	
101-34105	SALE OF MAPS,COPIES	635.60	592.00	875.50	900.25	300	300	
101-34107	ASSESSMENT SEARCHES	250.00	0.00	0.00	50.00	100	100	
101-34108	ADMIN SAC CHARGES	100.00	0.00	340.00	975.00	100	100	
101-34109	FILING FEES	135.00	0.00	60.00	0.00	0	0	
101-34111	ADM GAMBLING EXP	32,554.00	33,042.00	34,033.00	62,653.45	36,106	37,188	
101.34115	GUN RANGE USE	750.00	60.00	340.00	390.00	375	375	
101-34117	FACILITY ROOM RENTAL	50.00	100.00	1,600.00	450.00	500	500	
101-34201	POLICE & FIRE ALARM CAL	0.00	2,850.00	225.00	3,975.00	2,000	2,000	
101-34203	ACCIDENT REPORTS	0.00	60.50	0.00	0.00	0	0	
101-34204	RENTAL HOUSING REG	54,410.00	55,402.32	71,315.00	65,120.00	70,000	70,000	
101-34205	R-OF-WAY APPLICATIONS	1,028.70	2,881.20	9,125.60	2,888.30	3,000	2,500	

HISTORICAL REVENUE RECAP 2015-2020

GENERAL FUND		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
MISCELLANEOUS REVENUES:							
101-34801	INSURANCE DIVIDENDS	30,698.00	7,909.00	3,851.00	3,332.00	3,500	3,500
101-34949	RESTITUTION	0.96	0.00	0.00	217.84	0	0
101-34950	REFUND & REIM	4,825.65	409.73	1,259.07	9,751.82	5,000	5,000
101-35102	ADMN OFFENSE FINES	3,830.00	4,745.00	3,240.00	10,701.27	3,500	3,500
101-35347	TRAFFIC EDUCATION PRGM	16,076.88	1,815.06	0.00	0.00	0	0
101-35348	PROPERTY ROOM REVENUE	0.00	382.07	681.95	0.00	500	500
101-35349	MN DRIVING DIVERSION PR	1,100.00	1,000.00	700.00	1,100.00	500	500
101-35350	DETOX TRANSPRT REIM	30.00	30.00	300.00	120.00	200	200
101-36200	MISC REVENUES	0.00	10,245.00	0.00	0.00	0	0
101-36210	INTEREST EARNINGS	26,477.91	22,220.49	35,183.30	78,833.89	15,000	15,000
101-36901	LIAISON OFFICER	72,964.00	75,152.00	77,406.00	79,728.00	82,120	84,584
101-39100	CPL-YEARLY SERVICES	3,057.39	1,164.40	0.00	8,100.00	0	0
101-39101	RECYCLE PARK PROGRAM	792.50	2,074.40	1,946.00	2,166.76	0	0
INTERFUND TRANSFERS:							
101-39201	TRANSFER-OTHER FUNDS	0.00	(260,000.00)	(209,022.30)	0.00	0	0
101-39202	TRANSFER-P.U.	46,350.00	47,740.00	47,740.00	49,172.00	50,647	52,166
101-39203	TRANSFER-LIQUOR	75,000.00	75,000.00	75,000.00	75,000.00	50,000	25,000
101-39205	TRANSFER-TIF #6	0.00	0.00	0.00	0.00	3,000	3,000
101-39206	TRANSFER-RECYCLING	2,500.00	2,500.00	2,500.00	2,500.00	3,000	3,000
101-39207	TRANSFER-RECREATION	60,000.00	60,000.00	60,000.00	62,500.00	62,500	62,500
TOTAL GENERAL FUND		3,900,996.66	3,969,473.34	4,161,553.56	4,599,293.23	4,522,590	4,582,318

CITY OF SPRING LAKE PARK

2020 BUDGET BREAKDOWN OF REVENUES:

<u>TAX LEVY:</u>		2019 ACTUAL	2020 BUDGET	2021 BUDGET
31010	Current Taxes (Includes Fiscal Disparities) Anoka & Ramsey Counties	\$ 3,119,424.41	\$ 3,285,402	\$ 3,317,495
31020	Delinquent Taxes Received	\$ 41,800.49		
31910	Penalties & Interest	\$ 10,072.62		

INTERGOVERNMENTAL REVENUE:

STATE:

33401	Local Government Aid	\$ 396,715.00	\$ 504,788	\$ 546,048
33404	PERA Increase Aid (phased out 6/30/20)	\$ 5,775.00	-	
33416	Police Training Reimbursement	\$ 10,935.95	\$ 5,000	\$ 8,000
33421	Insurance Premium-Police (Based on the portion we pay into PERA benefits)	\$ 100,754.90	\$ 90,000	\$ 95,000
35101	Court Fines (Anoka Co-State disburses funds)	\$ 39,868.61	\$ 45,000	\$ 40,000

PERMIT AND LICENSES:

32110	Liquor,Wine,Non-Intox & Club Lic	\$ 32,659.69	\$ 29,500	\$ 29,500
32111	Off-Sale Liquor	\$ 310.00	-	\$ 310
32179	Pawn Shop Licenses & Investigation Fee	\$ 6,352.00	\$ 6,252	\$ 6,252
32180	Cigarette,Dance,Used Car & Misc	\$ 6,103.68	\$ 6,000	\$ 6,000
32181	Sign Permits	\$ 13,117.50	\$ 5,000	\$ 8,000
32208	Contractors Licenses	\$ 11,320.00	\$ 8,000	\$ 8,500
32210	Building Permits	\$ 141,590.87	\$ 75,000	\$ 75,000
32211	Building Permit Surcharges	\$ 5,560.71	\$ 5,000	\$ 5,000
32215	Demolition Permit	\$ 150.00	-	-
32230	Plumbing Permits	\$ 10,196.92	\$ 5,000	\$ 5,000
32231	Plumbing Permit Surcharges	\$ 150.14	\$ 1,000	\$ 1,000
32232	Heating & A/C Permits	\$ 30,979.66	\$ 10,000	\$ 10,000
32233	Heating & A/C Surcharges	\$ 936.06	\$ 1,000	\$ 1,000
32240	Dog and Cat Registrations	\$ 670.00	\$ 400	\$ 400
32260	Certificates of Occupancy	\$ 3,400.00	\$ 2,600	\$ 2,600
32261	Vacant Property Registration	\$ 2,400.00	\$ 2,000	\$ 2,000
32262	Solicitors Licenses	\$ 100.00	-	-

2020 BUDGET BREAKDOWN OF REVENUES:

<u>CHARGES FOR CURRENT SERVICES:</u>		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
34102	Zoning Letters	\$ 100.00	\$ 200	\$ 200
34103	SUP, Zoning, Var. & Subd.	\$ 7,760.00	\$ 3,500	\$ 3,500
34104	Plan Review Fees	\$ 79,463.44	\$ 40,000	\$ 40,000
34105	Sale of Maps, Documents, Copies	\$ 900.25	\$ 300	\$ 300
34107	Assessment Searches	\$ 50.00	\$ 100	\$ 100
34108	Admin. SAC Charges	\$ 975.00	\$ 100	\$ 100
34109	Filing Fees	\$ -	\$ -	\$ -
34111	Adm. Gambling Fees	\$ 62,653.45	\$ 36,106	\$ 37,188
34115	Gun Range Facility Use	\$ 390.00	\$ 375	\$ 375
34117	Facility Room Rental	\$ 450.00	\$ 500	\$ 500
34201	Police & Fire Alarms	\$ 3,975.00	\$ 2,000	\$ 2,000
34204	Rental Housing Registration	\$ 65,120.00	\$ 70,000	\$ 70,000
34205	Right Of Way Applications	\$ 2,888.30	\$ 3,000	\$ 2,500

MISCELLANEOUS REVENUES:

34801	Insurance Dividends	\$ 3,332.00	\$ 3,500	\$ 3,500
34949	Restitution	\$ 217.84	\$ -	\$ -
34950	Refund and Reim	\$ 9,751.82	\$ 5,000	\$ 5,000
35102	Adm. Offense Fines	\$ 10,701.27	\$ 3,500	\$ 3,500
35347	Traffic Education Program-GF share	\$ -	\$ -	\$ -
35348	Property Room Revenue	\$ -	\$ 500	\$ 500
35349	MN Driving Diversion Program	\$ 1,100.00	\$ 500	\$ 500
35350	Detox Transportation Reim	\$ 120.00	\$ 200	\$ 200
36200	Misc Revenues	\$ -	\$ -	\$ -
36210	Interest Earned	\$ 78,833.89	\$ 15,000	\$ 15,000
36901	ISD 16 - Liaison Officer	\$ 79,728.00	\$ 82,120	\$ 84,584
39100	Reimbursement for Admin Services	\$ 8,100.00	\$ -	\$ -
39101	Recycle Park Program	\$ 2,166.76	\$ -	\$ -

INTERFUND TRANSFERS:

39201	Transfer from Other Funds	\$ -	\$ -	\$ -
39202	Transfer from Public Utilities	\$ 49,172.00	\$ 50,647	\$ 52,166
39203	Transfer from Liquor Fund	\$ 75,000.00	\$ 50,000	\$ 25,000
39205	Transfer from TIF #6-1 (begin taxes payable 2020)	\$ -	\$ 3,000	\$ 3,000
39206	Transfer from Recycling Fund	\$ 2,500.00	\$ 3,000	\$ 3,000
39207	Transfer from Recreation	\$ 62,500.00	\$ 62,500	\$ 62,500

TOTAL 2020 REVENUES

\$ 4,599,293.23 \$ 4,522,590 \$ 4,582,318

HISTORICAL DEPARTMENT RECAP 2016-2021

GENERAL FUND ACCT #	DESCRIPTION	2016 BUDGET	2017 BUDGET	2018 ACTUAL	2019 ACTUAL	2020 BUDGET	2021 BUDGET
101-41110	COUNCIL	53,701	53,575	50,627.28	49,557.09	57,167	70,740
101-41400	ADMINISTRATION	429,989	431,348	447,727.25	455,648.54	479,200	435,118
101-41500	ASSESSOR	35,500	35,500	34,416.00	37,042.40	37,040	37,040
101-41540	AUDIT & ACCTG	9,415	9,612	10,676.50	12,012.50	11,013	11,300
101-41600	I.T. DEPARTMENT	23,490	26,590	27,824.81	49,079.16	60,145	61,305
101-41610	LEGAL FEES	125,000	125,000	122,222.82	99,962.43	122,500	122,500
101-41710	ENGINEERING	9,000	9,000	3,719.66	2,500.81	7,500	7,500
101-41720	P & Z	1,667	1,166	417.77	618.78	1,025	1,025
101-41940	GOV'T BLDG	99,151	103,794	102,057.34	116,880.52	103,705	128,571
101-42100	POLICE	1,601,362	1,668,484	1,775,205.63	1,834,586.13	1,876,553	1,990,890
101-42200	FIRE	651,426	691,298	260,994.00	289,116.60	319,037	291,710
101-42300	CODE ENFORCE	119,956	164,935	174,144.73	234,191.96	193,913	191,403
101-42500	EMERGENCY MGMT*	-	-	-	-	-	-
101-43000	STREET DEPT	231,654	237,080	239,765.71	257,433.77	261,269	275,616
101-45100	RECREATION	308,103	332,178	347,494.74	337,679.04	373,693	343,498
101-45200	PARKS DEPT	258,419	283,040	299,816.61	308,340.06	325,830	343,602
101-45300	FORESTRY*	1,591	-	-	-	-	-
101-49000	MISCELLANEOUS	283,434	218,650	215,048.55	485,070.89	294,500	270,500
TOTALS:	GENERAL FUND	4,242,858.00	4,391,250.00	4,112,159.40	4,569,720.68	4,524,090	4,582,318
TOTAL		<u>4,242,858.00</u>	<u>4,391,250.00</u>	<u>4,112,159.40</u>	<u>4,569,720.68</u>	<u>4,524,090</u>	<u>4,582,318</u>

*Departments merged 2017

GENERAL FUND-MAYOR & COUNCIL		2016	2017	2018	2019	2,020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41110-1030	ELECTED OFFICIALS	29,804.34	31,294.56	31,294.56	29,955.53	31,296	36,756
101-41110-1211	D.C.P./P.E.R.A.	1,490.39	1,056.62	1,266.84	1,198.53	1,565	1,565
101-41110-1220	FICA & MEDICARE	2,280.00	2,394.00	2,394.00	2,291.56	2,395	2,395
101-41110-1510	WORK COMP INSURANCE	49.00	59.00	59.00	0.00	60	77
101-41110-2100	OPERATING SUPPLIES	328.10	393.11	82.63	580.43	400	550
101-41110-3310	TRAVEL EXPENSE	93.15	852.86	257.25	278.28	700	700
101-41110-3500	PRINTING & PUBLISHING	107.51	978.26	860.03	532.15	1,250	1,100
101-41110-4300	CONFERENCE & SCHOOLS	38.00	1,039.00	22.50	425.00	2,805	2,805
101-41110-4330	DUES & SUBSCRIPTIONS	9,188.00	9,509.00	12,741.00	13,106.00	13,146	13,242
101-41110-4955	DISCRETIONARY FUND	1,681.09	1,408.37	1,649.47	1,189.61	3,550	11,550
TOTAL MAYOR & COUNCIL		45,059.58	48,984.78	50,627.28	49,557.09	57,167	70,740

CITY OF SPRING LAKE PARK

2021 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CITY COUNCIL-41110</u>		2019 ACTUAL	2020 BUDGET	2021 BUDGET
1030	SALARIES	\$ 29,955.53	\$ 36,756	\$ 36,756
	a) Mayor	\$ 7,453		
	b) Councilmembers	\$ 23,843		
	c) Commission Members	\$ 5,460		
1211	PERA	\$ 1,198.53	\$ 1,565	\$ 1,565
	a) Defined Contribution Plan			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 2,291.56	\$ 2,395	\$ 2,395
	a) FICA (6.2% x \$31,296)	\$ 1,941		
	b) Medicare (1.45% x \$31,296)	\$ 454		
1510	WORKER'S COMPENSATION	\$ -	\$ 60	\$ 77
2100	OPERATING SUPPLIES	\$ 580.43	\$ 400	\$ 550
	a) Budget Notebooks & Dividers	\$ 300		
	b) Business Cards & I.D. Badges	\$ 150		
	c) Miscellaneous	\$ 100		
3310	TRAVEL EXPENSE	\$ 278.28	\$ 700	\$ 700
3500	PRINTING & PUBLISHING	\$ 532.15	\$ 1,250	\$ 1,100
	a) Ordinances & Resolutions	\$ 750		
	b) Special Meetings, etc.	\$ 100		
	c) Assessment Notices	\$ 100		
	d) Legal Notices	\$ 150		
4300	CONFERENCES & SCHOOLS	\$ 425.00	\$ 2,805	\$ 2,805
	a) LMC Annual Conference	\$ 1,200		
	b) Conference for Newly Elected Officials	\$ 400		
	c) Conference for Experienced Officials	\$ 650		
	d) Municipals Banquets	\$ 60		
	e) LMC Legislative Conference	\$ 125		
	f) MN Mayor's Association Conference	\$ 250		
	g) Anoka County Local Officials Meeting	\$ 120		
4330	DUES & SUBSCRIPTIONS	\$ 13,106.00	\$ 13,146	\$ 13,242
	a) LMC Dues (0% increase)	\$ 7,200		
	b) North Metro Mayors	\$ 2,888		
	c) MN Mayors Assn	\$ 30		
	d) Metro Cities	\$ 2,774		
	e) Anoka Co. Econ Dev. Initiative	\$ 350		

2021 BUDGET BREAKDOWN OF EXPENDITURES:**CITY COUNCIL-41110 (CON'T)****4955 DISCRETIONARY FUNDS**

a) Memorials	\$	250
b) Retreat/Workshop Expenses	\$	500
c) Parade Candy/Parade Banner	\$	800
d) Council Discretionary	\$	10,000

2019 ACTUAL	2020 BUDGET	2021 BUDGET
\$ 1,189.61	\$ 13,550	\$ 11,550
<hr/>		
\$ 49,557.09	\$ 72,627	\$ 70,740

TOTAL CITY COUNCIL

GENERAL FUND-ADMINISTRATION		2016	2017	2018	2019	2,020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41400-1010	FULL TIME EMPLOYEES	305,530.46	304,328.63	314,580.20	317,153.41	323,025	297,505
101-41400-1050	VACATION BUY BACK	5,807.68	6,006.95	6,184.86	2,881.24	6,250	5,000
101-41400-1210	PERA CONTRIBUTION	22,780.53	22,270.57	23,188.77	24,062.96	24,227	22,313
101-41400-1220	FICA & MEDICARE	23,371.47	23,101.55	23,758.38	24,449.50	25,191	23,143
101-41400-1300	HEALTH-DENTAL INS	54,299.15	49,980.71	52,510.88	56,449.24	63,193	49,408
101-41400-1313	LIFE INSURANCE	284.43	230.38	243.24	228.24	230	199
101-41400-1510	WORK COMP INSURANCE	1,530.16	1,404.02	1,294.86	1,000.00	2,300	2,844
101-41400-2000	OFFICE SUPPLIES	1,439.56	3,740.41	5,062.65	4,398.60	3,375	3,125
101-41400-2030	PRINTED FORMS	1,769.30	1,369.76	1,788.65	926.07	1,794	1,625
101-41400-2100	OPERATING SUPPLIES	529.32	545.50	569.59	577.57	640	640
101-41400-2220	POSTAGE	3,185.22	3,767.82	2,220.21	2,002.82	2,716	2,516
101-41400-3210	CELL TELEPHONE	845.88	633.18	760.61	595.48	650	650
101-41400-3310	TRAVEL EXPENSE	3,342.57	3,192.58	3,273.87	3,403.21	3,300	3,400
101-41400-3410	EMPLOYMENT ADVERTISING	0.00	0.00	0.00	267.00	0	0
101-41400-3500	PRINTING & PUBLISHING	204.25	0.00	0.00	0.00	300	300
101-41400-3550	COUNTY SERVICE FEES	17.77	2,890.86	1,452.22	17.43	2,050	1,550
101-41400-4050	MAINT AGREEMENT	6,700.91	8,111.32	5,828.88	9,084.17	7,664	9,000
101-41400-4300	CONFERENCE & SCHOOLS	4,190.41	4,965.55	4,757.44	6,606.60	6,175	5,825
101-41400-4330	DUES & SUBSCRIPTIONS	633.20	326.00	468.93	1,448.10	1,520	1,520
101-41400-4390	US BANK CC REBATE	(2,058.27)	(1,658.39)	(3,046.83)	(3,272.82)	0	0
101-41400-4500	CONTRACTUAL SERVICES	6,244.87	5,656.97	2,829.84	3,369.72	4,600	4,555
101-41400-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL ADMINISTRATION		440,648.87	440,864.37	447,727.25	455,648.54	479,200	435,118

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
<u>ADMINISTRATION-41400</u>				
1010	SALARIES	\$ 317,153.41	\$ 323,025	\$ 297,505
	a) Full time Salaries		\$ 296,305	
	b) Administrator's Deferred Comp. Contrib.		\$ 1,200	
1050	VACATION BUY BACK	\$ 2,881.24	\$ 6,250	\$ 5,000
1210	PERA EMPLOYER CONTRIBUTION	\$ 24,062.96	\$ 24,227	\$ 22,313
	a) Coordinated 7.5%	\$ 297,505		
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 24,449.50	\$ 25,191	\$ 23,143
	a) FICA 6.2%	\$ 302,505	\$ 18,756	
	b) Medicare 1.45%	\$ 302,505	\$ 4,387	
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 56,449.24	\$ 63,193	\$ 49,408
1313	PRUDENTIAL LIFE INSURANCE	\$ 228.24	\$ 230	\$ 199
1510	WORKER'S COMPENSATION	\$ 1,000.00	\$ 2,300	\$ 2,844
	a) Premium	\$ 1,844		
	b) Deductible	\$ 1,000		
2000	OFFICE SUPPLIES	\$ 4,398.60	\$ 3,375	\$ 3,125
	a) Copy/Computer/FAX Paper	\$ 625		
	b) Office Supplies	\$ 525		
	c) Ink Cartridges (B&W, Color)	\$ 650		
	d) Labels	\$ 75		
	e) Data Cartridges	\$ 125		
	f) Storage Boxes	\$ 75		
	g) Toner (B&W, Color)	\$ 850		
	h) Calendars	\$ 100		
	i) Cash Register Tape/Kroy Tape	\$ 100		
2030	PRINTED FORMS	\$ 926.07	\$ 1,794	\$ 1,625
	a) Checks/Envelopes	\$ 400		
	b) Minute Books (2)	\$ 225		
	c) Stationery/Envelopes	\$ 400		
	d) Stationery/Envelope Shells	\$ 300		
	e) Business Cards	\$ 100		
	f) Misc. Printing	\$ 200		
2100	OPERATING SUPPLIES	\$ 577.57	\$ 640	\$ 640
	a) Dog/Cat Receipt Books & Tags	\$ 90		
	b) Reverse Directory	\$ 500		
	c) Miscellaneous	\$ 50		

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
ADMINISTRATION-41400 (CON'T)				
2220	POSTAGE	\$ 2,002.82	\$ 2,716	\$ 2,516
	a) Postage	\$ 2,050		
	b) Monthly Postage Software Fee (\$17.99 x 12)	\$ 216		
	c) Labels	\$ 250		
3210	CELL PHONE	\$ 595.48	\$ 650	\$ 650
3310	TRAVEL EXPENSE	\$ 3,403.21	\$ 3,300	\$ 3,400
	a) Staff Mileage	\$ 400		
	b) Administrator's Car Allowance \$250/mo	\$ 3,000		
3410	EMPLOYMENT ADVERTISING	\$ 267.00	\$ -	
3500	PRINTING & PUBLISHING	\$ -	\$ 300	\$ 300
3550	COUNTY FEE FOR SERVICE	\$ 17.43	\$ 2,050	\$ 1,550
	a) Special Assessment & TNT Charges			
	1) Anoka County	\$ 1,500		
	2) Ramsey County	\$ 50		
4050	MAINTENANCE AGREEMENTS	\$ 9,084.17	\$ 7,664	\$ 9,000
	a) Copy Machine Maintenance	\$ 4,550		
	b) USTI - Software Support	\$ 1,050		
	c) Document Imaging (Laser Fiche)	\$ 2,600		
	d) Annual charge for color copies-overage	\$ 800		
4300	CONFERENCES & SCHOOLS	\$ 6,606.60	\$ 6,175	\$ 5,825
	a) MCMA Annual Conf.	\$ 600		
	b) MCFOA Annual Conf./Meetings	\$ 600		
	c) ICMA Training	\$ 2,000		
	d) LMC Annual Conference	\$ 700		
	e) MCFOA Advanced Institute	\$ 500		
	f) Municipals Banquets (1 per year)	\$ 250		
	g) LMC Loss Control Workshop	\$ 75		
	h) MN GFOA Conference	\$ 600		
	i) Miscellaneous	\$ 500		

2021 BUDGET BREAKDOWN OF EXPENDITURES:

ADMINISTRATION-41400 (CON'T)

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
4330	DUES & SUBSCRIPTIONS	\$ 1,448.10	\$ 1,520	\$ 1,520
	a) ICMA	\$ 900		
	b) Municipals	\$ 25		
	c) Sam's Club	\$ 45		
	d) MCFOA	\$ 90		
	e) MN GFOA	\$ 50		
	f) Zip 4 Directories	\$ 50		
	g) LMC City Official Directory	\$ 65		
	h) Wells Fargo Credit Card	\$ 10		
	i) MCMA	\$ 145		
	j) Notary Renewal	\$ 140		
4390	US BANK CREDIT CARD REBATE	\$ (3,272.82)	\$ -	
4500	CONTRACTUAL SERVICES	\$ 3,369.72	\$ 5,350	\$ 4,555
	a) Shredding Service	\$ 710		
	b) Northland Securities	\$ 645		
	Continuing Disclosure Reports			
	c) Codification of City Code Supplements	\$ 2,200		
	e) Contingency	\$ 1,000		
5000	CAPITAL OUTLAY	\$ -	\$ -	
	<u>TOTAL ADMINISTRATION</u>	\$ 455,648.54	\$479,950	\$ 435,118

GENERAL FUND-ASSESSOR		2016	2017	2018	2019	2,020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41500-4000	CONTRACTUAL SERVICES	34,958.00	34,896.00	34,416.00	37,042.40	37,040	37,040
TOTAL ASSESSOR		34,958.00	34,896.00	34,416.00	37,042.40	37,040	37,040

2021 BUDGET BREAKDOWN OF EXPENDITURES:

ASSESSOR-41500

4000 CONTRACTUAL SERVICES
a) Kenneth A. Tolzmann Contract

<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
<u>\$ 37,042.40</u>	<u>\$ 37,040</u>	<u>\$ 37,040</u>

GENERAL FUND-AUDIT & ACCTG SERV		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41540-3010	AUDIT & ACCTG SERVICES	9,446.00	9,594.00	10,676.50	12,012.50	11,013	11,300
TOTAL AUDIT & ACCTG SERV		9,446.00	9,594.00	10,676.50	12,012.50	11,013	11,300

2021 BUDGET BREAKDOWN OF EXPENDITURES:

AUDIT & FINANCIAL-41540

3010 AUDIT EXPENSE
a) Expense breakdown
 General Fund - 50%
 Public Utilities - 50%

	2019 ACTUAL	2020 BUDGET	2021 BUDGET
	\$ 12,012.50	\$ 11,013	\$ 11,300

GENERAL FUND-I.T. SERVICES		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41600-4000	CONTRACTUAL SERVICES	27,078.35	35,965.30	27,824.81	49,079.16	60,145	61,305
TOTAL I.T. SERVICES		27,078.35	35,965.30	27,824.81	49,079.16	60,145	61,305

2021 BUDGET BREAKDOWN OF EXPENDITURES:**IT DEPARTMENT-41600****4000 CONTRACTUAL SERVICES**

a) IT Services (Computer Integration Technologies)	\$29,760
b) High Speed Internet (\$234/month)	\$2,800
c) Constant Contact (\$45/month)	\$540
d) Website Hosting/Domains	\$2,000
e) Exchange Subscription (\$10/mo/user @ 40 users)	\$4,800
f) Zix encrypted e-mail (\$89/yr/user @ 29 users)	\$2,465
g) Off-site backup (City)	\$600
h) Datto off-site backup (PD)	\$8,640
i) Agenda Management System	\$3,800
j) Website Update	\$3,500
k) Anoka County Connect (\$75/month)	\$900
k) Miscellaneous	\$1,500

2019 ACTUAL	2020 BUDGET	2021 BUDGET
\$ 49,079.16	\$ 64,145	\$ 61,305

GENERAL FUND-LEGAL FEES		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41610-3040	LEGAL SERVICES	106,746.60	95,434.69	122,222.82	99,962.43	122,500	122,500
TOTAL LEGAL FEES		106,746.60	95,434.69	122,222.82	99,962.43	122,500	122,500

2021 BUDGET BREAKDOWN OF EXPENDITURES:**LEGAL FEES-41610**

3040 ATTORNEY FEES
a) Civil 9%
b) Criminal 85%
c) Special Projects 6%

2019 ACTUAL	2020 BUDGET	2021 BUDGET
\$ 99,962.43	\$ 122,500	\$ 122,500

GENERAL FUND-ENGINEERING		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41710-3030	ENGINEERING SERVICES	4,388.50	3,585.36	3,719.66	2,500.81	7,500	7,500
TOTAL ENGINEERING FEES		4,388.50	3,585.36	3,719.66	2,500.81	7,500	7,500

2021 BUDGET BREAKDOWN OF EXPENDITURES:

ENGINEERING FEES-41710

3030 ENGINEERING FEES

	2019 ACTUAL	2020 BUDGET	2021 BUDGET
	\$ 2,500.81	\$ 7,500	\$ 7,500

GENERAL FUND-PLANNING & ZONING		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41720-2100	OPERATING SUPPLIES	0.00	0.00	17.99	18.29	125	125
101-41720-2220	POSTAGE	178.73	33.58	0.00	(8.92)	100	100
101-41720-3500	PRINTING & PUBLISHING	784.80	(80.63)	32.25	139.76	300	300
101-41720-4000	PLANNER FEES	0.00	348.00	367.53	469.65	500	500
TOTAL PLANNING & ZONING		963.53	300.95	417.77	618.78	1,025	1,025

2021 BUDGET BREAKDOWN OF EXPENDITURES:**PLANNING & ZONING-41720**

	2020 ACTUAL	2020 BUDGET	2021 BUDGET
2100 OPERATING SUPPLIES	\$ 18.29	\$ 125	\$ 125
a) Name Plates			
b) Letterhead/Envelopes			
2220 POSTAGE	\$ (8.92)	\$ 100	\$ 100
3500 PRINTING & PUBLISHING	\$ 139.76	\$ 300	\$ 300
a) Public Notices (Property Owners)			
b) Official Notices (Newspapers)			
4000 PLANNER FEES	\$ 469.65	\$ 500	\$ 500
 <u>TOTAL PLANNING & ZONING</u>	 <u>\$ 618.78</u>	 <u>\$ 1,025</u>	 <u>\$ 1,025</u>

GENERAL FUND-GOVERNMENT BUILDING		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41940-1010	FULL TIME EMPLOYEES	13,325.36	15,189.10	16,575.15	15,648.38	15,675	16,690
101-41940-1013	OVERTIME	-	-	-	1,052.83	0	0
101-41940-1020	ON CALL SALARIES	-	-	-	233.46	0	0
101-41940-1050	VACATION BUY BACK	262.10	284.00	0.00	150.64	400	400
101-41940-1210	PERA CONTRIBUTION	999.20	1,138.92	1,242.95	1,269.92	1,176	1,252
101-41940-1220	FICA & MEDICARE	1,024.94	1,168.86	1,240.13	1,280.46	1,231	1,308
101-41940-1300	HEALTH-DENTAL INS	2,133.39	2,267.17	2,474.66	2,598.16	2,852	2,799
101-41940-1313	LIFE INSURANCE	12.48	12.50	12.50	12.48	13	13
101-41940-1510	WORK COMP INSURANCE	0.00	546.00	557.00	0.00	700	991
101-41940-2100	OPERATING SUPPLIES	9,287.63	10,905.30	10,147.49	10,012.48	9,500	9,500
101-41940-2200	REPAIR & MAINTENANCE	7,114.04	6,622.11	6,853.14	14,129.89	7,500	10,000
101-41940-2225	LANDSCAPE MATERIALS	0.00	0.00	0.00	0.00	0	0
101-41940-2280	UNIFORM ALLOWANCE	124.20	118.74	125.00	125.00	750	750
101-41940-3210	TELEPHONE & SERVICE	9,580.68	5,794.54	5,681.77	6,372.22	6,465	6,465
101-41940-3810	ELECTRIC UTILITIES	23,703.35	23,368.29	23,400.10	29,979.51	23,000	23,000
101-41940-3830	GAS UTILITIES	11,123.94	12,673.63	15,486.38	16,277.57	16,000	16,000
101-41940-3841	RUBBISH REMOVAL	2,752.37	3,004.92	3,128.34	3,485.81	4,300	4,300
101-41940-4000	CONTRACTUAL SERVICES	905.74	3,891.02	5,738.73	4,987.71	4,715	23,415
101-41940-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
101-41940-7000	GOVT BLDG REPL FUND	9,014.00	9,436.00	9,394.00	9,264.00	9,428	11,688
TOTAL GOVERNMENT BUILDING		91,363.42	96,421.10	102,057.34	116,880.52	103,705	128,571

2021 BUDGET BREAKDOWN OF EXPENDITURES:

<u>GOVERNMENT BUILDINGS-41940</u>		2019 ACTUAL	2020 BUDGET	2021 BUDGET
1010	SALARIES *2019 Salaries	\$ 16,934.67	\$ 15,675	\$ 16,690
	a) 1 - 25%			
1050	VACATION BUY BACK	\$ 150.64	\$ 400	\$ 400
1210	PERA EMPLOYER CONTRIBUTION	\$ 1,269.92	\$ 1,176	\$ 1,252
	a) Coordinated 7.5% \$ 16,690			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 1,280.46	\$ 1,231	\$ 1,308
	a) FICA 6.2% \$ 17,090 \$ 1,060			
	b) Medicare 1.45% \$ 17,090 \$ 248			
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 2,598.16	\$ 2,852	\$ 2,799
1313	PRUDENTIAL LIFE INSURANCE	\$ 12.48	\$ 13	\$ 13
1510	WORKER'S COMPENSATION	\$ -	\$ 700	\$ 991
	a) Premium \$ 991			
	b) Deductible \$ -			
2100	OPERATING SUPPLIES	\$ 10,012.48	\$ 9,500	\$ 9,500
	a) Paper Products			
	b) Cleaning Supplies			
	c) Biohazard Clean Up Kits			
	d) Mat Cleaning Service			
2200	REPAIR & MAINTENANCE	\$ 14,129.89	\$ 7,500	\$ 10,000
	a) Irrigation System \$ 538			
	b) Plbg./Electrical \$ 2,322			
	c) General Bldg. Repair/Maint. \$ 4,890			
	d) Annual Fire Ext. Maint. \$ 750			
	e) Test Fire Sprinklers in North Garage \$ 500			
	f) Gun Range-Service Calls (furnace etc) \$ 1,000			
2225	LANDSCAPE MATERIALS	\$ -	\$ -	\$ -
2280	UNIFORMS	\$ 125.00	\$ 750	\$ 750
	a) Uniforms Allowance per contract \$ 700			
	b) T-Shirts \$ 50			
3210	LANDLINE TELEPHONE	\$ 6,372.22	\$ 6,465	\$ 6,465
	a) T1 Service,Phone System,Long Distance \$ 5,465			
	b) Service Calls \$ 1,000			

2021 BUDGET BREAKDOWN OF EXPENDITURES:**GOVERNMENT BUILDING-41940 (CON'T)**

		2019 ACTUAL	2020 BUDGET	2021 BUDGET
3810 ELECTRIC SERVICE		\$ 29,979.51	\$ 23,000	\$ 23,000
a) Bulletin Board				
b) Security Lighting				
c) City Offices				
d) Public Works Building				
3830 GAS UTILITIES		\$ 16,277.57	\$ 16,000	\$ 16,000
a) Public Works Building				
b) City Hall				
3841 RUBBISH REMOVAL		\$ 3,485.81	\$ 4,300	\$ 4,300
a) Rubbish Removal	\$ 3,450			
b) Anoka County Solid Waste Mgmt Fee	\$ 850			
4000 CONTRACTUAL SERVICES		\$ 4,987.71	\$ 4,715	\$ 23,415
a) Pest Control	\$ 535			
b) Safety Consultant	\$ 640			
c) Security Camera Maintenance	\$ 3,540			
d) Custodial Services	\$ 18,700			
5000 CAPITAL OUTLAY		\$ -	\$ -	
7000 GOVERNMENT BUILDING REPLACEMENT FUND		\$ 9,264.00	\$ 9,428	\$ 11,688
	\$ 116,883			
<u>TOTAL GOVERNMENT BUILDINGS</u>		\$ 116,880.52	\$ 103,705	\$ 128,571

GENERAL FUND-POLICE PROTECTION		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-42100-1010	FULL TIME EMPLOYEES	1,029,195.13	1,018,953.89	1,117,015.86	1,119,092.69	1,100,740	1,177,148
101-42100-1013	OVERTIME	49,835.24	58,792.02	52,807.84	81,582.70	97,000	97,000
101-42100-1050	VACATION BUY BACK	6,628.52	6,344.82	7,273.89	14,183.96	7,500	10,000
101-42100-1210	PERA CONTRIBUTION	161,783.09	163,781.30	174,504.35	187,485.93	193,392	205,579
101-42100-1220	FICA & MEDICARE	24,178.93	23,922.98	27,073.52	28,324.18	29,253	31,366
101-42100-1300	HEALTH-DENTAL INS	138,480.88	150,297.05	170,165.46	178,793.65	188,046	192,153
101-42100-1313	LIFE INSURANCE	677.56	723.60	732.96	767.40	725	725
101-42100-1510	WORK COMP INSURANCE	28,452.43	35,057.71	37,782.33	45,195.29	41,000	51,017
101-42100-2000	OFFICE SUPPLIES	1,649.15	2,958.29	1,496.21	2,355.83	3,600	3,600
101-42100-2030	PRINTED FORMS	1,060.44	959.93	586.70	1,166.01	1,200	1,200
101-42100-2040	RANGE EQUIP & SUPPLIES	7,489.81	6,852.42	7,699.71	7,364.42	8,000	8,000
101-42100-2100	OPERATING SUPPLIES	765.92	2,431.44	1,776.18	627.25	5,382	5,382
101-42100-2120	FUEL-LUBRICANTS	14,345.30	17,660.80	21,057.47	17,738.99	25,700	25,700
101-42100-2220	POSTAGE	497.59	2,437.28	349.89	404.73	1,900	1,900
101-42100-3050	MEDICAL EXPENSE	273.00	50.00	0.00	1,020.57	2,000	2,000
101-42100-3210	CELL TELEPHONES	3,426.48	3,218.76	2,691.09	2,562.88	3,900	3,900
101-42100-3211	DATA SERVICES	10,545.75	26,342.65	30,647.73	29,060.21	29,261	29,261
101-42100-3300	UNIFORM ALLOWANCE	9,264.02	9,466.23	6,934.14	10,431.51	10,550	10,960
101-42100-3310	TRAVEL EXPENSE	1,102.69	755.45	535.96	1,045.15	1,200	1,200
101-42100-3421	800 MHZ RADIO	3,299.12	213.00	0.00	2,006.00	2,006	2,006
101-42100-4000	CONTRACTUAL SERVICES	10,857.09	16,286.12	14,802.14	14,810.53	23,385	23,385
101-42100-4050	MAINT AGREEMENT	5,679.69	4,792.64	4,496.81	4,926.82	6,950	7,300
101-42100-4060	AUTO EQUIP REPAIRS	22,759.77	14,524.23	29,556.41	18,923.04	20,000	20,000
101-42100-4070	OTHER EQUIP REPAIRS	2,018.49	1,445.38	2,351.68	685.97	2,500	2,500
101-42100-4300	CONFERENCE & SCHOOLS	9,264.85	8,783.55	13,140.79	10,539.31	15,500	21,805
101-42100-4330	DUES & SUBSCRIPTIONS	1,810.00	520.00	1,435.77	1,498.00	1,235	1,175
101-42100-5000	CAPITAL OUTLAY	30,009.40	30,382.95	31,633.74	28,937.14	37,471	37,471
101-42100-7000	TRANSFERS OUT	19,922.00	11,655.00	16,657.00	23,055.97	17,157	17,157
TOTAL POLICE PROTECTION		1,595,272.34	1,619,609.49	1,775,205.63	1,834,586.13	1,876,553	1,990,890

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
<u>POLICE PROTECTION-42100</u>				
1010	SALARIES	\$ 1,119,092.69	\$ 1,100,740	\$ 1,177,148
	a) Officers, Chief & Sergeants	\$ 987,595		
	b) Record Management Technicians	\$ 188,113		
	c) Terminal Agency Coord (TAC)	\$ 1,440		
	Special Pay - \$120/month			
1013	OVERTIME	\$ 81,582.70	\$ 97,000	\$ 97,000
	a) Officers	\$ 82,000		
	b) Record Management Technicians	\$ 6,000		
	c) City SITE	\$ 9,000		
	<i>(Holiday Pay, **Revenue Generating: Safe & Sober Grant, SITE; Non Generating Revenue: Night to Unite)</i>			
1050	VACATION BUY BACK	\$ 14,183.96	\$ 7,500	\$ 10,000
1210	PERA EMPLOYER CONTRIBUTION	\$ 187,485.93	\$ 193,392	\$ 205,579
	a) PNF 17.70%	\$ 1,078,595	\$ 190,912	
	b) Coordinated 7.5%	\$ 195,553	\$ 14,667	
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 28,324.18	\$ 29,253	\$ 31,366
	a) FICA 6.2%	\$ 205,553	\$ 12,745	
	b) Medicare 1.45%	\$ 1,284,148	\$ 18,621	
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 178,793.65	\$ 188,046	\$ 192,153
1313	PRUDENTIAL LIFE INSURANCE	\$ 767.40	\$ 725	\$ 725
1510	WORKER'S COMPENSATION	\$ 45,195.29	\$ 41,000	\$ 51,017
	a) Premium	\$ 48,017		
	b) Deductible	\$ 3,000		
2000	OFFICE SUPPLIES	\$ 2,355.83	\$ 3,600	\$ 3,600
	a) Ticket Writer Paper			
	b) Ink Cartridges			
	c) Printer Paper			
2030	PRINTED FORMS	\$ 1,166.01	\$ 1,200	\$ 1,200
	a) Mandate Property Receipts			
	b) Notice of Seizure/Intent to Forfeit			
	c) Business Cards & Letterhead			

2021 BUDGET BREAKDOWN OF EXPENDITURES:

POLICE PROTECTION-42100 (CON'T)

		2019 ACTUAL	2021 BUDGET	2021 BUDGET
2040	RANGE EQUIPMENT & SUPPLIES	\$ 7,364.42	\$ 8,000	\$ 8,000
	a) Taser Cartridges	\$ 1,250		
	b) Ammo (Mandated to use duty ammo)	\$ 3,800		
	c) Targets	\$ 300		
	d) Range Filter	\$ 600		
	e) Gun Cleaning Supplies	\$ 150		
	f) Range Cleaning-Contractor	\$ 1,300		
	g) Range Service Calls-routine maintenance	\$ 600		
2100	OPERATING SUPPLIES	\$ 627.25	\$ 5,382	\$ 5,382
	a) First Aid Supplies	\$ 200		
	b) Tobacco compliance checks	\$ 100		
	c) Vehicle Registrations	\$ 200		
	d) Vehicle Title Transfers	\$ 60		
	e) Mouth Pieces	\$ 350		
	f) Defib Electrodes \$170x10	\$ 1,700		
	g) Biohazard Clean-Up Kits	\$ 250		
	h) DVD-DVR	\$ 47		
	i) Eyeglasses (Contractual)	\$ 600		
	j) Annual Fire Ext-Inspections	\$ 425		
	k) Narcan	\$ 1,050		
	l) Miscellaneous	\$ 400		
2120	MOTOR FUELS & LUBRICANTS	\$ 17,738.99	\$ 25,700	\$ 25,700
2220	POSTAGE	\$ 404.73	\$ 1,900	\$ 1,900
3050	MEDICAL EXPENSES	\$ 1,020.57	\$ 2,000	\$ 2,000
	a) Hiring Process-Employee Physical & Psych Evaluation			
3210	CELL PHONES & AIR CARDS	\$ 2,562.88	\$ 3,900	\$ 3,900
	(Aircards-Laptops-Unlimited Data. No throttle down \$5 more x7x12)			
3211	DATA SERVICES	\$ 29,060.21	\$ 29,261	\$ 29,261
	a) Mobile Data Quarterly Fee \$450x4	\$ 1,800		
	b) Monthly Mobile Access \$266x12	\$ 3,192		
	c) CJDN Quarterly Fee \$390x4	\$ 1,560		
	d) Netmotion Mobility	\$ 2,500		
	e) Evidence.com/Officer Safety (BWL/Tasers)	\$ 13,081		
	f) Evidence.com/Squad Video Fleet System	\$ 7,128		

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
<u>POLICE PROTECTION-42100 (CON'T)</u>				
3300	CLOTHING & PERSONAL EQUIPMENT	\$ 10,431.51	\$ 10,550	\$ 10,960
	a) \$850x11	\$ 9,760		
	b) Office Staff \$350x3	\$ 1,050		
	c) Service Awards	\$ 150		
3310	TRAVEL EXPENSE	\$ 1,045.15	\$ 1,200	\$ 1,200
3421	800 MHZ RADIO	\$ 2,006.00	\$ 2,006	\$ 2,006
	a) Annual MESB Fee	\$ 1,000		
	b) Radio Extended Warranty	\$ 1,006		
4000	CONTRACTUAL SERVICE	\$ 14,810.53	\$ 23,385	\$ 23,385
	a) Shredding Service	\$ 600		
	b) Radar Calibration	\$ 400		
	c) Public Safety Data System (PSDS)	\$ 18,200		
	d) Detox transportation	\$ 335		
	e) MN IT	\$ 600		
	f) VCS (P.D. Work Schedule Software-Annual)	\$ 1,750		
	g) Interpretative Services	\$ 1,500		
4050	MAINTENANCE AGREEMENTS	\$ 4,926.82	\$ 6,950	\$ 7,300
	a) Copier & Overages	\$ 3,700		
	b) Imaging, Scanner Service Plan & Support (Marco/OPG-3)	\$ 1,450		
	c) Taser Extended Warranties	\$ 200		
	d) Speed Trailer-Annual Traffic Suite	\$ 1,950		
4060	AUTO EQUIPMENT & REPAIR	\$ 18,923.04	\$ 20,000	\$ 20,000
4070	OTHER EQUIPMENT REPAIR	\$ 685.97	\$ 2,500	\$ 2,500
4300	CONFERENCES & SCHOOLS	\$ 10,539.31	\$ 20,800	\$ 21,805
	a) Law Enforcement Training	\$ 12,300		
	b) IACP Conference	\$ 3,000		
	c) Training per Contract (\$500x11)	\$ 5,500		
	d) BCA PTT	\$ 1,005		

2021 BUDGET BREAKDOWN OF EXPENDITURES:**POLICE PROTECTION-42100 (CON'T)**

		2019 ACTUAL	2020 BUDGET	2021 BUDGET
4330	DUES & SUBSCRIPTIONS	\$ 1,498.00	\$ 1,235	\$ 1,175
	a) Anoka County Chiefs	\$ 45		
	b) MN Chiefs of Police	\$ 300		
	c) IACP	\$ 190		
	d) Post Board Renewals (\$90x1)	\$ 90		
	e) MN Crime Prevention	\$ 60		
	f) Assn. Of Training Officers	\$ 15		
	g) Sam's Club	\$ 35		
	h) Tri Co Investigation Assoc.	\$ 85		
	i) MOCIC	\$ 250		
	j) PLEAA - Police Tech Membership	\$ 105		
5000	CAPITAL OUTLAY	\$ 28,937.14	\$ 37,471	\$ 37,471
	a) 2021 Squad	\$ 32,646		
	b) Tear Down & Rebuild 2021	\$ 4,200		
	c) Squad Graphic's Stripping	\$ 625		
7000	TRANSFER OUT	\$ 23,055.97	\$ 17,157	\$ 17,157
	a) Radio Replacement (Fund 243)	\$ 10,000		
	b) Emergency Management (Fund 249)	\$ 3,157		
	1) Repair & Maintenance	\$ 1,450.00		
	2) Electric	\$ 100.00		
	3) Maintenance Agreement	\$ 1,107.00		
	4) Capital Outlay	\$ 500.00		
	i) Masks Gloves			
	ii) Storage Bins			
	iii) Barrier Tape			
	c) Animal Control (Fund 250)	\$ 1,000		
	d) Reserves (Fund 103)	\$ 2,500		
	e) Chaplain Program (Fund 103)	\$ 500		
<u>TOTAL POLICE PROTECTION</u>		\$ 1,834,586.13	\$ 1,881,853	\$ 1,990,890

GENERAL FUND-FIRE PROTECTION		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-42200-4000	CONTRACTUAL SERVICES	199,056.00	207,456.00	226,008.00	220,368.00	233,675	246,253
101-42200-4935	STATE FIRE AID	0.00	0.00	0.00	0.00	0	0
101-42200-5000	CAPITAL OUTLAY	29,440.00	24,680.45	34,986.00	29,178.00	85,362	45,457
101-42200-7000	PERMANENT TRANSFERS OU	-	-	-	39,570.60		
TOTAL FIRE PROTECTION		228,496.00	232,136.45	260,994.00	289,116.60	319,037.00	291,710.00

2021 BUDGET BREAKDOWN OF EXPENDITURES:**FIRE PROTECTION-42200****4000 FIRE DEPARTMENT CONTRACT**

2019 ACTUAL	2020 BUDGET	2021 BUDGET
\$ 220,368.00	\$ 230,696	\$ 246,253

5000 CAPITAL OUTLAY - LGA

\$ 68,748.60	\$ 63,146	\$ 45,457
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a) 2020 Capital Budget

\$ 4,080

b) Ladder 1 Payment

\$ 20,285

c) Ladder 3 Payment

\$ 21,092

TOTAL FIRE PROTECTION

\$ 289,116.60	\$ 293,842	\$ 291,710
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Fire Department Formula Distribution

	2021 (est)	2020	2019	2018
Spring Lake Park	8.500%	7.963%	7.994%	8.692%
Mounds View	15.500%	15.998%	16.373%	16.158%
Blaine	76.000%	76.039%	75.633%	75.150%

	2017	2016	2015
Spring Lake Park	8.655%	8.608%	8.613%
Mounds View	15.819%	16.099%	16.424%
Blaine	75.526%	75.293%	74.963%

**Spring Lake Park Fire Department, Inc.
2021 Budget, Proposed**
SUMMARY

COST	2020	2021	%	Inc/(Dec)
Operating Cost, Share				
Blaine	2,202,930	2,234,881	1.45%	
Mounds View	463,479	429,891	-7.25%	
Spring Lake Park	230,696	232,332	0.71%	
Total Operating Cost	2,897,105	2,897,105	0.00%	(0)
Capital Cost, Share				
Blaine	243,324	37,028	-84.78%	
Mounds View	51,194	7,123	-86.09%	
Spring Lake Park	25,482	3,849	-84.89%	
Total Capital Cost	320,000	48,000	-85.00%	(272,000)
Formula				
Blaine	76.039%	77.142%	1.103%	
Mounds View	15.998%	14.839%	-1.159%	
Spring Lake Park	7.963%	8.019%	0.056%	
Total SBM Cost	3,217,105	2,945,105	-8.45%	(272,000)
EXPENSES	2019	2020		Inc/(Dec)
Operating				
Administrative Payroll	1,122,119	1,120,119		(2,000)
Volunteer Payroll	350,515	348,158		(2,357)
Payroll Taxes	46,727	42,884		(3,843)
Benefits	583,894	588,393		4,499
Utilities	141,500	137,400		(4,100)
Supplies	56,750	56,750		-
Communications	9,000	5,800		(3,200)
Apparatus Maint/Mortal Equip	133,000	133,000		-
Meetings/Conference/Travel	20,500	16,500		(4,000)
Building Maintenance/Supplies	74,500	78,500		4,000
Training	54,250	57,250		3,000
Insurance	178,000	184,500		6,500
Legal/Accounting	29,750	29,750		-
Medical	16,800	16,800		-
Uniforms	13,000	13,000		-
Computer	68,000	69,500		1,500
Public Fire Ed	15,000	15,000		-
Other	18,800	18,800		-
Reimbursable Expenses	(35,000)	(35,000)		-
Total Operating Expenses	2,897,105	2,897,105		(0)
Capital				
Apparatus	175,000			(175,000)
Equipment	16,000			(16,000)
Station Infrastructure	45,000			(45,000)
RMS/Computer	40,000			(40,000)
PPE	44,000	48,000		4,000
Total Capital Expenses	320,000	48,000		(272,000)

**Spring Lake Park Fire Department, Inc.
2021 Budget, Proposed**
OPERATING, Detail

COST	2020	2021	Inc/(Dec)
Operating Cost, Share			
Blaine	2,202,930	2,234,881	31,951
Mounds View	463,479	429,891	(33,587)
Spring Lake Park	230,696	232,332	1,636
Total Operating Cost	2,897,105	2,897,105	(0)
Formula			
Blaine	76.039%	77.142%	1.103%
Mounds View	15.998%	14.839%	-1.159%
Spring Lake Park	7.963%	8.019%	0.056%
EXPENSES	2020	2021	Inc/(Dec)

Payroll

4210	Chief	135,775	135,775	-
4109	Uniform Allowance	400	400	-
4244	FF/Support Services Sup.	74,767	74,767	-
4109	Uniform Allowance	300	300	-
4265	FF/Operations Officer	113,304	113,304	-
4109	Uniform Allowance	300	300	-
4266	FF/Chief of Training	87,055	87,055	-
4109	Uniform Allowance	300	300	-
4241	FF/Assistant Chief Admin	106,059	106,059	-
4109	Uniform Allowance	300	300	-
4271	FF/IS Network	73,594	73,594	-
4109	Uniform Allowance	300	300	-
4262	FF/ CRR Coordinator	74,767	74,767	-
4109	Uniform Allowance	300	300	-
4264	FF/Mechanic	75,354	75,354	-
4109	Uniform Allowance	300	300	-
4268	FF/Training Officer	77,080	77,080	-
4109	Uniform Allowance	300	300	-
4260	FF/Records Technician	66,556	66,556	-
4109	Uniform Allowance	300	300	-
4272	FF/Fire Technician CRR	56,158	56,158	-
4109	Uniform Allowance	300	300	-
4270	FF/Fire Technician OPS	54,193	54,193	-
4109	Uniform Allowance	300	300	-
4221	Executive Assistant	41,737	41,737	-
4109	Uniform Allowance	300	300	-
4267	Public Educator FT	34,814	34,814	-
4109	Uniform Allowance	300	300	-
4273	Fire Resource Officer	-	-	-
4109	Uniform Allowance	-	-	-
4279	Overtime	34,000	32,000	(2,000)
4250	Board of Directors (7)	12,606	12,606	-

Volunteer Payroll

4280	Duty Crew	30,855	26,000	(4,855)
4281	Cleanup	3,463	3,019	(444)
4282	Miscellaneous Duty	706	706	-
4283	Training - Regular Drills	4,000	4,000	-
4284	Special Training	9,535	9,000	(535)
4285	Fire Calls	10,000	10,000	-
4286	Fire Prevention FF	1,500	1,500	-
4287	Pub Ed. Pay	15,000	15,000	-
4288	Supplemental Pay - Vol FF Lump Sum	48,235	48,235	-
4290	Fire Prevention Officers	-	-	-
4293	Pre-Plan Assistance (3)	3,065	3,065	-
4295	Investigation Division	523	-	(523)
4298	District and Volunteer Chief Monthly Pay	22,000	25,000	3,000
4303	Drive Sim training pay	1,775	1,775	-
4310	Miscellaneous Pay	21,000	22,000	1,000
4390	Vol FF Retire Pension - Employ Contrib	178,858	178,858	-

Payroll Taxes

4810	Fica Employer Tax	26,038	22,878	(3,160)
4811	Medicare Employer Tax	20,689	20,006	(683)

Benefits

4400	Employee Medical/Dental Insurance	191,481	193,788	2,307
4420	Employee Wellness/Life	10,000	10,000	-
4812	P&F Pera Employer Share	185,754	187,946	2,192
4813	CRD Pera Employer Share	3,537	3,537	0
4890	Vol FF Retire Pension - City Contrib	193,122	193,122	-

Utilities

5101	Light & Power Sta 1	10,500	10,500	-
5102	Light & Power Sta 2	6,000	6,000	-
5103	Light & Power Sta 3	39,000	36,500	(2,500)
5104	Light & Power Sta 4	3,500	2,900	(600)
5110	Sewer & Water	7,500	6,000	(1,500)
5121	Heat Sta 1	7,000	6,000	(1,000)
5122	Heat Sta 2	4,500	4,000	(500)
5123	Heat Sta 3	17,000	18,000	1,000
5124	Heat Sta 4	3,000	2,000	(1,000)
5130	Telephone-Stations	12,500	13,000	500
5131	Telephone - Cell Phones	17,000	18,500	1,500
5132	Telephone - Air Cards	8,000	8,000	-
5133	Cable / Internet Provider	6,000	6,000	-

Supplies

5206	General Supplies	36,750	38,000	1,250
5610	Office Supplies	20,000	18,750	(1,250)

Communications

5310	Pager/Radio Repairs	1,500	1,300	(200)
5320	Pager/Radio Batteries	500	500	-

5340	Pager/Radio - New	5,000	4,000	(1,000)
5350	Radio Access Fee -- 800mhz	2,000	-	(2,000)

Apparatus Maint/Mortal Equipment

5210	Mortal Equipment	40,000	40,000	-
5218	Investigation Expense	1,000	1,000	-
5220	Equipment Maintenance	1,000	-	(1,000)
5410	Apparatus Maintenance	43,000	44,000	1,000
5411	Apparatus Preventive Maintenance	6,000	6,000	-
5420	Fuel	42,000	42,000	-

Meetings/Conference/Travel

5207	Mileage, Parking, Travel	3,000	2,000	(1,000)
5208	Meetings, Meals, Lodging	3,500	3,500	-
5510	Dues/Subscriptions	5,500	6,000	500
5520	Conferences	8,500	5,000	(3,500)

Building Maintenance/Supplies

5601	Building Maintenance Station 1	17,500	17,500	-
5602	Building Maintenance Station 2	8,000	8,000	-
5603	Building Maintenance Station 3	39,000	43,000	4,000
5604	Building Maintenance Station 4	5,000	5,000	-
5607	Cleaning Contract	5,000	5,000	-

Training

5710	Training - Misc	3,000	3,000	-
5711	Training - CRR	3,500	2,000	(1,500)
5713	Training - Professional Development	14,000	10,000	(4,000)
5715	Training - Office	750	-	(750)
5716	Training - Operations	30,500	33,500	3,000
5718	Training - Certifications	2,500	2,500	-
5723	Training - EMS Expense	-	6,250	6,250

Insurance

5910	Insurance - Misc		3,000	3,000
5916	Insurance - Property/Commercial Pkg	8,000	1,500	(6,500)
5917	Insurance - Auto	20,000	20,000	-
5918	Insurance - Umbrella Liab.	7,000	5,000	(2,000)
5919	Insurance - Worker's Comp	143,000	155,000	12,000

Legal/Accounting

5930	Legal	3,500	3,750	250
5935	Health Care Services	1,750	1,000	(750)
5940	Accounting	24,500	25,000	500

Medical

5219	Medical Supplies	2,500	1,500	(1,000)
6010	Medical Exams	14,000	15,300	1,300
6012	Medical - Hepatitis B	300	-	(300)

Uniforms

6110	Uniforms	13,000	13,000	-
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Computer

6210	Computer Maintenance	1,000	1,000	-
6211	Web / Email Server	2,000	2,000	-
6220	Computer Software/Equipment	12,500	12,500	-
6225	Computer Hardware	3,500	2,000	(1,500)
6230	PSDS- ACJPA	49,000	52,000	3,000

Public Fire Ed

6310	Public Fire Education	15,000	15,000	-
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Other

5690	Miscellaneous Expense			
5945	Property Taxes	1,800	1,800	-
6510	Chaplaincy Program	1,000	1,000	-
6520	Fire Corps Program	3,000	3,000	-
6610	Selection/Promotion/Psych Exams	7,000	7,000	-
6620	Volunteer Recruitment	2,000	2,000	-
6630	Explorers	3,000	3,000	-
	Safety Camp	1,000	1,000	-
Total Operating Expenses		2,932,105	2,932,105	-

Reimbursable Expenses/Income

MBFTE Reimbursement	(5,000)	(5,000)	-
ACFTA Rental	(6,000)	(6,000)	-
MAC Contract	(24,000)	(24,000)	-
ISD 16 Contract, FRO .6 Supp	-	-	-
	(35,000)	(35,000)	-

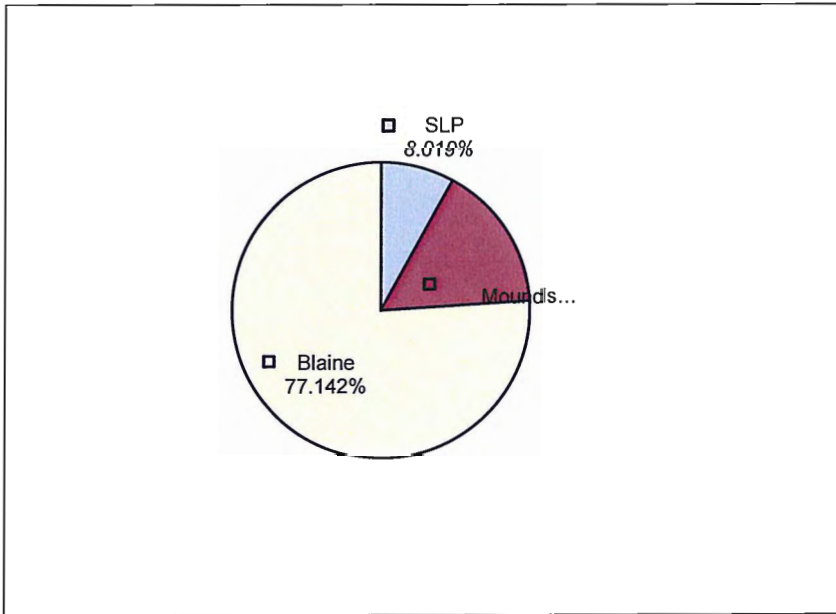
Total Operating COST

2,897,105	2,897,105	-
	Operating Change	0.00%

**Spring Lake Park Fire Department, Inc.
2021 Budget, Proposed**
CAPITAL, Detail

COST	2020	2021	Inc/(Dec)
Capital Cost, Share			
Blaine	243,325	37,028	(206,297)
Mounds View	51,194	7,123	(44,071)
Spring Lake Park	25,482	3,849	(21,632)
Total Capital COST	320,000	48,000	(272,000)
Formula			
Blaine	76.039%	77.142%	1.103%
Mounds View	15.998%	14.839%	-1.159%
Spring Lake Park	7.963%	8.019%	0.056%
EXPENSES			
Capital Expenses			
Apparatus			
Engine/Tender 3 (40%)	175,000		(175,000)
Staff Vehicle			-
Equipment			
Radios (Phase 3 of 3)			-
Auto Extrication			-
New Tender/Engine Equipment (40%)	16,000		(16,000)
Station Infrastructure			
Station 3 Carpet	45,000		(45,000)
Station 3 Concrete			-
RMS Computer			
Computer/Hardware			-
Station 3 Tech Upgrades	15,000		(15,000)
Command Vehicle Camera System	10,000		(10,000)
Website Upgrades	15,000		(15,000)
PPE	44,000	48,000	4,000
Total Capital Expenses	320,000	48,000	(272,000)
Total Capital COST	320,000	48,000	(272,000)
		Capital Change	-85.00%

	2020	2021 Proposed	Inc/Percent
Budget, MV Share	\$ 463,479 15.998%	\$ 429,891 14.839%	\$ (33,588) -7.25%
Budget, SLP Share	\$ 230,697 7.963%	\$ 232,332 8.019%	\$ 1,635 0.71%
Budget, Blaine Share	\$ 2,202,930 76.039%	\$ 2,234,881 77.142%	\$ 31,951 1.45%
Budget	\$ 2,897,105	\$ 2,897,105	\$ (0) 0.00%



City	2021	2020	2019	2018	2017
SLP	8.019%	7.963%	7.994%	8.692%	8.655%
MV	14.839%	15.998%	16.373%	16.158%	15.819%
Blaine	77.142%	76.039%	75.633%	75.150%	75.526%

GENERAL FUND-CODE ENFORCEMENT		2016	2017	2018	2019	2020	2021
CCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-42300-1010	FULL TIME EMPLOYEES	77,874.30	100,895.23	105,673.07	69,555.63	97,575	102,976
101-42300-1030	PART TIME EMPLOYEES	4,055.29	15,187.50	16,888.50	6,324.00	24,960	25,056
101-42300-1050	VACATION BUY BACK	3,128.63	3,086.18	3,178.76	0.00	3,300	3,300
101-42300-1210	PERA CONTRIBUTION	5,840.53	7,923.21	8,656.56	4,118.45	9,191	9,603
101-42300-1220	FICA & MEDICARE	6,107.14	8,834.04	9,175.02	5,465.34	9,627	10,048
101-42300-1300	HEALTH-DENTAL INS	9,527.93	16,888.25	20,488.36	17,179.13	22,392	23,130
101-42300-1313	LIFE INSURANCE	51.36	74.90	77.04	59.72	78	77
101-42300-1510	WORK COMP INSURANCE	276.30	376.02	342.06	0.00	1,450	1,713
101-42300-2000	OFFICE SUPPLIES	403.93	239.81	623.17	523.24	600	600
101-42300-2100	OPERATING SUPPLIES	762.17	1,194.61	1,529.30	550.27	1,600	1,600
101-42300-2120	FUEL-LUBRICANTS	970.84	1,184.43	1,392.88	1,180.29	1,400	1,400
101-42300-2200	REPAIRS & MAINTENANCE	63.49	505.32	1,031.72	370.43	1,000	1,000
101-42300-3210	CELL TELEPHONE	643.77	865.95	1,313.51	706.10	1,000	1,000
101-42300-3310	TRAVEL EXPENSE	264.38	101.44	102.71	30.28	300	300
101-42300-4000	CONTRACTUAL SERVICES	0.00	0.00	0.00	122,834.26	15,000	3,000
101-42300-4300	CONFERENCE & SCHOOLS	1,565.02	190.00	1,082.07	2,236.36	1,600	1,600
101-42300-4330	DUES & SUBSCRIPTIONS	2,803.55	3,560.63	2,590.00	3,058.46	2,840	5,000
101-42300-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL CODE ENFORCEMENT		114,338.63	161,107.52	174,144.73	234,191.96	193,913	191,403

2021 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CODE ENFORCEMENT-42300</u>		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
1010	SALARIES	\$ 69,555.63	\$ 97,575	\$ 102,976
	a) 100% Building Inspector	\$ 77,640		
	b) 50% Receptionist	\$ 25,336		
1040	TEMPORARY SALARY	\$ 6,324.00	\$ 24,960	\$ 25,056
	Seasonal - 1044 hrs @ \$24.00	\$ 24,960		
1050	VACATION BUY BACK	\$ -	\$ 3,300	\$ 3,300
1210	PERA EMPLOYER CONTRIBUTION	\$ 4,118.45	\$ 9,191	\$ 9,603
	a) Coordinated 7.5% \$ 128,032	\$ 9,603		
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 5,465.34	\$ 9,627	\$ 10,048
	a) FICA 6.2% \$ 131,332	\$ 8,143		
	b) Medicare 1.45% \$ 131,332	\$ 1,905		
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 17,179.13	\$ 22,392	\$ 23,130
1313	PRUDENTIAL LIFE INSURANCE	\$ 59.72	\$ 78	\$ 77
1510	WORKER'S COMPENSATION	\$ -	\$ 1,450	\$ 1,713
	a) Premium	\$ 713		
	b) Deductible	\$ 1,000		
2000	OFFICE SUPPLIES	\$ 523.24	\$ 600	\$ 600
2100	OPERATING SUPPLIES	\$ 550.27	\$ 1,600	\$ 1,600
	a) Printed Forms - Permits	\$ 300		
	b) Business Cards	\$ 200		
	c) Identification Attire	\$ 400		
	d) Code Books & Publications	\$ 400		
	e) Annual Charge for Color Copies	\$ 300		
2120	MOTOR FUELS	\$ 1,180.29	\$ 1,400	\$ 1,400
2200	REPAIR & MAINTENANCE	\$ 370.43	\$ 1,000	\$ 1,000
	a) Vehicle Repair & Maint.			
3210	CELL PHONE	\$ 706.10	\$ 1,000	\$ 1,000
3310	TRAVEL EXPENSES	\$ 30.28	\$ 300	\$ 300
4000	CONTRACTUAL SERVICES	\$ 122,834.26	\$ 15,000	\$ 3,000
	a) MNSpect			

2021 BUDGET BREAKDOWN OF EXPENDITURES:**CODE ENFORCEMENT-42300 (CON'T)**

		2019 ACTUAL	2020 BUDGET	2021 BUDGET
4300	CONFERENCES & SCHOOLS	\$ 2,236.36	\$ 1,600	\$ 1,600
	a) Annual Bldg. Official State Conference	\$ 1,200		
	b) Fire Marshall Training	\$ 100		
	c) M.A.H.C.O.	\$ 100		
	d) M.B.P.T.A.	\$ 200		
4330	DUES & SUBSCRIPTIONS	\$ 3,058.46	\$ 2,840	\$ 5,000
	a) ICC Membership	\$ 160		
	b) 10,000 Lakes Membership	\$ 150		
	c) Fire Marshalls Assn	\$ 80		
	d) M.A.H.C.O.	\$ 100		
	e) Permit Works Annual Subscription	\$ 4,300		
	f) M.B.P.T.A.	\$ 150		
	<u>TOTAL CODE ENFORCEMENT</u>	<u>\$ 234,191.96</u>	<u>\$ 193,913</u>	<u>\$ 191,404</u>

GENERAL FUND-STREET DEPARTMENT		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-43000-1010	FULL TIME EMPLOYEES	129,110.26	141,005.55	136,996.63	138,617.20	141,200	151,662
101-43000-1013	OVERTIME	4,687.78	1,796.21	3,691.93	4,858.29	7,912	8,393
101-43000-1020	ON-CALL SALARIES	1,401.58	1,519.87	1,686.52	934.04	2,261	2,398
101-43000-1050	VACATION BUY BACK	1,681.22	1,419.68	1,462.34	1,408.61	1,900	1,900
101-43000-1210	PERA CONTRIBUTION	10,039.80	10,164.55	10,661.68	11,050.47	11,353	12,184
101-43000-1220	FICA & MEDICARE	10,229.93	10,340.88	10,718.81	11,149.13	11,726	12,574
101-43000-1300	HEALTH-DENTAL INS	18,217.01	19,356.99	20,903.94	22,909.74	24,000	23,406
101-43000-1313	LIFE INSURANCE	106.35	106.31	106.31	106.35	107	107
101-43000-1510	WORK COMP INSURANCE	8,326.61	11,662.36	11,311.52	14,857.50	14,000	14,862
101-43000-2120	FUEL-LUBRICANTS	11,311.92	11,566.86	16,030.39	16,047.47	15,000	15,000
101-43000-2150	SHOP MATERIALS	2,225.65	1,660.90	2,001.49	3,672.28	3,000	3,000
101-43000-2200	REPAIR & MAINTENANCE	9,283.61	4,979.75	4,490.68	9,174.48	7,000	7,000
101-43000-2210	EQUIPMENT PARTS	8,022.21	5,305.33	8,351.36	12,193.76	7,000	8,000
101-43000-2221	TIRES	222.34	336.69	0.00	0.00	1,000	1,000
101-43000-2224	STREET MAINT SUPPLY	0.00	(6,603.00)	520.85	0.00	2,000	2,000
101-43000-2226	SIGNS & STRIPING	3,886.35	3,615.24	4,731.69	6,092.80	6,500	6,500
101-43000-2280	UNIFORM ALLOWANCE	849.44	866.25	875.00	1,113.40	1,000	1,200
101-43000-3210	CELL TELEPHONE	210.49	210.42	224.94	198.47	370	370
101-43000-4000	CONTRACTUAL SERVICES	893.10	150.00	1,720.64	738.95	1,040	1,040
101-43000-4300	CONFERENCE & SCHOOLS	776.20	442.79	1,569.42	607.70	800	800
101-43000-4330	DUES & SUBSCRIPTIONS	45.00	104.37	109.57	103.13	100	220
101-43000-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
101-43000-7000	TRANSFER OUT	0.00	1,600.00	1,600.00	1,600.00	2,000	2,000
TOTAL STREET DEPARTMENT		221,526.85	221,608.00	239,765.71	257,433.77	261,269	275,616

2021 BUDGET BREAKDOWN OF EXPENDITURES:

<u>STREETS-43000</u>		2019 ACTUAL	2020 BUDGET	2021 BUDGET
1010	SALARIES *2019 Salaries	\$ 138,617.20	\$ 141,200	\$ 151,662
	a) 1 - 100%	\$ 66,760		
	b) 3 - 25%	\$ 50,070		
	c) 33% of Director	\$ 34,832		
1013	OVERTIME	\$ 4,858.29	\$ 7,912	\$ 8,393
	a) 175 hrs @ \$47.96			
1020	ON-CALL SALARIES	\$ 934.04	\$ 2,261	\$ 2,398
	a) 50 hrs @ \$47.96			
1050	VACATION BUY BACK	\$ 1,408.61	\$ 1,900	\$ 1,900
1210	PERA EMPLOYER CONTRIBUTION	\$ 11,050.47	\$ 11,353	\$ 12,184
	a) Coordinated 7.5% \$ 162,453			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 11,149.13	\$ 11,726	\$ 12,574
	a) FICA 6.2% \$ 164,353	\$ 10,190		
	b) Medicare 1.45% \$ 164,353	\$ 2,383		
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 22,909.74	\$ 24,000	\$ 23,406
1313	PRUDENTIAL LIFE INSURANCE	\$ 106.35	\$ 107	\$ 107
1510	WORKER'S COMPENSATION	\$ 14,857.50	\$ 14,000	\$ 14,862
	a) Premium	\$ 12,769		
	b) Deductible	\$ 1,000		
2120	MOTOR FUELS & LUBRICANTS	\$ 16,047.47	\$ 15,000	\$ 15,000
2150	SHOP MATERIALS	\$ 3,672.28	\$ 3,000	\$ 3,000
2200	REPAIR, MAINTENANCE & SUPPLIES	\$ 9,174.48	\$ 7,000	\$ 7,000
2210	EQUIPMENT PARTS	\$ 12,193.76	\$ 7,000	\$ 8,000
2221	TIRES	\$ -	\$ 1,000	\$ 1,000
2224	STREET MAINTENANCE MATERIALS	\$ -	\$ 2,000	\$ 2,000
	a) Asphalt			
2226	SIGNS & STRIPING	\$ 6,092.80	\$ 6,500	\$ 6,500
	a) Crosswalks			
	b) Curbs			

2021 BUDGET BREAKDOWN OF EXPENDITURES:

<u>STREETS-43000 (CON'T)</u>		2019 ACTUAL	2020 BUDGET	2021 BUDGET
2280	UNIFORMS	\$ 1,113.40	\$ 1,000	\$ 1,200
	a) Uniforms Allowance per contract	\$ 1,100		
	b) T-Shirts	\$ 100		
3210	CELL PHONE	\$ 198.47	\$ 370	\$ 370
4000	CONTRACTUAL SERVICES	\$ 738.95	\$ 1,040	\$ 1,040
	a) Safety Consultant	\$ 640		
	b) Random Drug Testing & Annual Fee	\$ 400		
	c) Street Sweeping (\$9,000 - Storm Water Fund)	\$ -		
4300	CONFERENCES & SCHOOLS	\$ 607.70	\$ 800	\$ 800
	a) Safety Training	\$ 500		
	b) A.P.W.A. St. Cloud	\$ 300		
4330	DUES & SUBSCRIPTIONS	\$ 103.13	\$ 100	\$ 220
	a) American Public Works Assn.	\$ 200		
	b) Regional Mutual Aid Dues	\$ 10		
	c) Wells Fargo Credit Card	\$ 10		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
7000	TRANSFER OUT	\$ 1,600.00	\$ 2,000	\$ 2,000
	a) Forestry (Fund 251)	\$ 2,000		
<u>TOTAL STREETS DEPARTMENT</u>		\$ 257,433.77	\$ 261,269	\$ 275,616

GENERAL FUND-RECREATION		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-45100-1010	FULL TIME EMPLOYEES	210,797.13	220,298.53	230,379.42	210,793.38	237,000	218,881
101-45100-1040	TEMPORARY EMPLOYEES	10,363.51	10,987.36	9,329.25	23,276.37	17,010	17,760
101-45100-1050	VACATION BUY BACK	1,593.29	1,561.94	2,771.42	2,366.40	3,000	3,000
101-45100-1210	PERA CONTRIBUTION	15,536.80	16,241.06	16,977.65	15,809.60	17,775	16,417
101-45100-1220	FICA & MEDICARE	16,619.22	17,391.36	17,828.71	17,690.89	19,662	18,333
101-45100-1300	HEALTH-DENTAL INS	32,693.91	34,489.76	36,856.29	36,095.54	44,831	33,586
101-45100-1313	LIFE INSURANCE	174.48	174.48	174.48	172.62	176	154
101-45100-1510	WORKERS COMP INSURANCE	567.72	853.16	853.43	0.00	1,900	3,778
101-45100-2000	OFFICE SUPPLIES	2,509.01	1,178.77	2,338.91	2,504.45	2,161	2,161
101-45100-2220	POSTAGE	7,348.33	8,071.82	11,004.18	10,825.76	9,626	9,521
101-45100-2290	RECREATION EQUIP-SUPPLIES	2,736.96	1,954.91	2,612.13	3,441.55	2,500	2,900
101-45100-3310	TRAVEL EXPENSE	706.33	267.03	1,071.49	323.52	1,400	1,000
101-45100-3500	PRINTING & PUBLISHING	11,213.24	12,207.40	13,716.08	12,663.96	14,607	13,677
101-45100-4300	CONFERENCE & SCHOOLS	70.00	307.00	1,006.30	825.00	1,400	1,400
101-45100-4330	DUES & SUBSCRIPTIONS	556.29	135.00	575.00	890.00	645	930
101-45200-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL RECREATION DEPARTMENT		313,486.22	326,119.58	347,494.74	337,679.04	373,693	343,498

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
1010	SALARIES	\$ 210,793.38	\$ 195,500	\$ 218,881
1040	TEMPORARY SALARIES (Salary Range \$13-\$15)	\$ 23,276.37	\$ 17,010	\$ 17,760
	a) 3 Playground Leaders \$15 x 320 hrs x 3 = \$14,400			
	b) Rink Attendants \$10.50 x 320 hrs = \$3,360			
1050	VACATION BUY BACK	\$ 2,366.40	\$ 3,000	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION	\$ 15,809.60	\$ 14,663	\$ 16,417
	a) Coordinated 7.5% \$ 218,881 \$ 16,416			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 17,690.89	\$ 16,487	\$ 18,333
	a) FICA 6.2% \$ 239,641 \$ 14,858			
	b) Medicare 1.45% \$ 239,641 \$ 3,475			
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 36,095.54	\$ 44,831	\$ 33,586
1313	PRUDENTIAL LIFE INSURANCE	\$ 172.62	\$ 176	\$ 154
1510	WORKER'S COMPENSATION	\$ -	\$ 1,900	\$ 3,778
	a) Premium \$ 2,778			
	b) Deductible \$ 1,000			
2000	OFFICE SUPPLIES	\$ 2,504.45	\$ 2,161	\$ 2,161
	a) Office Supplies \$ 789			
	b) Woven Envelopes/Stationary Shells \$ 372			
	c) Ink Cartridges, Toner \$ 1,000			
2220	POSTAGE	\$ 10,825.76	\$ 9,626	\$ 9,521
	a) Recreation Brochure Mailing (2,300x3) \$ 6,900			
	b) Miscellaneous Mailings \$ 2,621			
2290	EQUIPMENT SUPPLIES	\$ 3,441.55	\$ 2,500	\$ 2,900
	a) Playground Supplies (Bats,Balls,Games) \$ 464			
	b) Youth Program Supplies \$ 836			
	c) Seniors Program \$ 1,200			
3310	TRAVEL EXPENSE	\$ 323.52	\$ 1,400	\$ 1,000
3410	EMPLOYMENT ADVERTISING	\$ -	\$ -	\$ -
3500	PRINTING & PUBLISHING	\$ 12,663.96	\$ 14,607	\$ 13,677
	a) Winter Program Brochure \$ 4,035			
	b) Fall Program Brochure \$ 4,035			
	c) Spring/Summer Brochure \$ 3,750			
	d) Paper, ink & stencils for all flyers \$ 1,857			

2021 BUDGET BREAKDOWN OF EXPENDITURES:**RECREATION-45100 (CON'T)**

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
4300	CONFERENCES & SCHOOLS	\$ 825.00	\$ 1,400	\$ 1,400
	a) M.R.P.A. Annual Conference	\$ 1,300		
	b) Municipals Banquet	\$ -		
	c) M.R.P.A., LMC Workshops	\$ 100		
4330	DUES & SUBSCRIPTIONS	\$ 890.00	\$ 645	\$ 930
	a) M.R.P.A.	\$ 600		
	b) Sam's Club	\$ 120		
	c) Wells Fargo Credit Card	\$ 20		
	d) M.A.S.S.	\$ 15		
	e) National P.P.A.	\$ 175		
5000	CAPITAL OUTLAY	\$ -	\$ -	\$ -
<u>TOTAL RECREATION DEPARTMENT</u>		\$ 337,679.04	\$ 325,906	\$ 343,498

GENERAL FUND-PARKS DEPARTMENT		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-45200-1010	FULL TIME EMPLOYEES	135,324.82	139,874.93	144,839.66	149,935.95	148,100	158,918
101-45200-1013	OVERTIME	6,360.09	2,639.12	6,987.23	7,658.23	7,912	8,393
101-45200-1020	ON-CALL SALARIES	1,615.90	1,022.89	989.18	497.16	2,261	2,398
101-45200-1040	TEMPORARY EMPLOYEES	0.00	29,311.75	20,245.63	32,545.63	30,000	35,000
101-45200-1050	VACATION BUY BACK	2,904.42	2,679.28	2,759.94	2,686.51	3,000	3,000
101-45200-1210	PERA CONTRIBUTION	10,648.85	10,663.26	11,351.93	11,739.64	11,871	12,729
101-45200-1220	FICA & MEDICARE	11,004.70	13,250.70	13,134.71	14,496.68	14,633	15,890
101-45200-1300	HEALTH-DENTAL INS	20,155.12	22,109.68	22,300.10	24,221.84	28,166	23,891
101-45200-1313	LIFE INSURANCE	107.03	107.03	107.03	107.03	108	107
101-45200-1510	WORK COMP INSURANCE	8,861.63	12,468.04	13,354.85	7,895.00	14,000	10,781
101-45200-2100	OPERATING SUPPLIES	643.93	350.07	408.00	1,237.14	1,000	1,000
101-45200-2120	FUEL-LUBRICANTS	9,799.82	10,777.18	15,101.72	15,168.57	13,500	13,500
101-45200-2200	REPAIR & MAINTENANCE	9,010.70	6,603.19	11,458.71	5,041.42	8,000	14,400
101-45200-2210	EQUIPMENT PARTS	5,246.58	3,334.96	4,540.41	2,808.24	5,500	5,500
101-45200-2221	TIRES	998.64	323.46	396.94	229.68	800	800
101-45200-2225	LANDSCAPING MATERIAL	8,010.74	9,316.61	7,221.99	7,427.84	9,354	9,450
101-45200-2280	UNIFORM ALLOWANCE	849.44	1,311.25	875.00	1,113.40	1,000	1,200
101-45200-2290	RECR EQUIP SUPPLIES	2,499.15	1,563.26	848.52	844.08	2,000	2,000
101-45200-3210	CELL PHONE	580.52	508.77	487.67	510.09	500	500
101-45200-3810	ELECTRIC UTILITIES	4,838.96	4,560.74	4,175.07	4,455.08	4,500	4,500
101-45200-3830	GAS UTILITIES	3,971.13	2,533.10	3,117.92	3,208.13	3,500	3,500
101-45200-3841	RUBBISH REMOVAL	263.87	263.87	263.87	263.87	400	400
101-45200-4190	SATELLITE RENTAL	1,399.50	1,359.29	1,466.14	1,511.28	1,470	1,490
101-45200-4300	CONFERENCE & SCHOOLS	472.50	975.00	452.50	450.00	1,875	1,875
101-45200-4330	DUES & SUBSCRIPTIONS	0.00	59.37	61.25	63.12	0	0
101-45200-4500	CONTRACTUAL SERVICES	893.10	150.00	1,370.64	724.45	880	880
101-45200-4901	LAKESIDE PARK	11,500.00	11,500.00	11,500.00	11,500.00	11,500	11,500
101-45200-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL PARKS DEPARTMENT		257,961.14	289,616.80	299,816.61	308,340.06	325,830	343,602

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019 ACTUAL	2020 BUDGET	2021 BUDGET
<u>PARKS-45200</u>				
1010	SALARIES *2020 Salaries	\$ 149,935.95	\$ 148,100	\$ 158,918
	a) 1 - 100% (Lead Worker)		\$ 74,016	
	b) 3 - 25%		\$ 50,070	
	c) 33% of Director		\$ 34,832	
1013	OVERTIME	\$ 7,658.23	\$ 7,912	\$ 8,393
	a) 175 hrs @ \$47.96			
1020	ON-CALL SALARIES	\$ 497.16	\$ 2,261	\$ 2,398
	a) 50 hrs @ \$47.96			
1040	TEMPORARY SALARIES	\$ 32,545.63	\$ 30,000	\$ 35,000
	(Salary range \$11-13)			
1050	VACATION BUY BACK	\$ 2,686.51	\$ 3,000	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION	\$ 11,739.64	\$ 11,871	\$ 12,729
	a) Coordinated 7.5% \$ 169,709			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 14,496.68	\$ 14,633	\$ 15,890
	a) FICA 6.2% \$ 207,709		\$ 12,878	
	b) Medicare 1.45% \$ 207,709		\$ 3,012	
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 24,221.84	\$ 28,166	\$ 23,891
1313	PRUDENTIAL LIFE INSURANCE	\$ 107.03	\$ 108	\$ 107
1510	WORKER'S COMPENSATION	\$ 7,895.00	\$ 14,000	\$ 10,781
	a) Premium		\$ 9,781	
	b) Deductible		\$ 1,000	
2100	OPERATING SUPPLIES	\$ 1,237.14	\$ 1,000	\$ 1,000
	a) Park Building Supplies			
	1) Rags			
	2) Cleaning Supplies			
	3) Paper Products			
	4) Shovels/Rakes			
2120	MOTOR FUELS & LUBRICANTS	\$ 15,168.57	\$ 13,500	\$ 13,500

2021 BUDGET BREAKDOWN OF EXPENDITURES:

2019 ACTUAL	2020 BUDGET	2021 BUDGET
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PARKS-45200 (CON'T)

2200	REPAIRS & MAINTENANCE		\$ 5,041.42	\$ 8,000	\$ 14,400
	a) Paint	\$ 800			
	b) Hardware	\$ 1,300			
	c) Lumber	\$ 1,300			
	d) Electrical	\$ 700			
	e) Irrigation System	\$ 1,800			
	f) Triangle Park Fountain	\$ 800			
	g) Auto Repairs	\$ 1,000			
	h) Terrace Park Court Rehab	\$ 6,400			
	i) Miscellaneous	\$ 300			
2210	EQUIPMENT PARTS		\$ 2,808.24	\$ 5,500	\$ 5,500
2221	TIRES		\$ 229.68	\$ 800	\$ 800
2225	LANDSCAPE MATERIALS		\$ 7,427.84	\$ 9,354	\$ 9,450
	a) Fertilizer & Seed	\$ 4,500			
	b) Agriculture Lime	\$ 850			
	c) Line White Field Marking Paint	\$ 344			
	d) Safe Line for Lining Fields	\$ 460			
	e) Retaining Block	\$ 556			
	f) Fibre for Playgrounds	\$ 1,800			
	g) Broadleaf Control	\$ 1,400			
2280	UNIFORMS		\$ 1,113.40	\$ 1,000	\$ 1,200
	a) Uniform Allowance per contract	\$ 1,000			
	b) T-Shirts	\$ 200			
2290	RECREATION EQUIPMENT SUPPLIES		\$ 844.08	\$ 2,000	\$ 2,000
	a) Replacement parts for Bleachers/ Benches/Tables	\$ 250			
	b) Volleyball, Hockey & Tennis Nets	\$ 250			
	c) Backstop Fencing	\$ 600			
	d) Playground Parts	\$ 900			
3210	LEAD WORKER'S CELL PHONE		\$ 510.09	\$ 500	\$ 500
3810	ELECTRIC SERVICE		\$ 4,455.08	\$ 4,500	\$ 4,500
	a) Warming House (Able Park) Skating Lights				
	b) Tennis & Ballfield Lights at Terrace Park				
	c) Triangle Park Water Fountain				
	d) 8463 Terrace Road				

2021 BUDGET BREAKDOWN OF EXPENDITURES:

		2019	2020	2021
		ACTUAL	BUDGET	BUDGET
<u>PARKS-45200 (CON'T)</u>				
3830	GAS SERVICE	\$ 3,208.13	\$ 3,500	\$ 3,500
	a) Able Park Building			
	b) Terrace Park Building			
	c) Sanburnol Building (heat left on low to prevent damage)			
	d) 8463 Terrace Road			
3841	RUBBISH REMOVAL	\$ 263.87	\$ 400	\$ 400
	a) Removal	\$ 300		
	b) Solid Waste Mgmt Charge-Anoka Co	\$ 100		
4190	SATELLITE RENTAL	\$ 1,511.28	\$ 1,470	\$ 1,490
	a) 2 units @ \$66 = \$132 x 4/mo.	\$ 528		
	b) 2 units @ \$66 = \$132 x 6/mo.	\$ 792		
	c) 3 units @ \$50 = \$150	\$ 150		
4300	CONFERENCES & SCHOOLS	\$ 450.00	\$ 1,875	\$ 1,875
	a) Public Works Annual Conference	\$ 325		
	b) Ballfield Maintenance	\$ 100		
	c) Playground School (\$675x2)	\$ 1,350		
	d) Minnesota Green Conference	\$ 100		
4330	DUES & SUBSCRIPTIONS	\$ 63.12	\$ -	
4500	CONTRACTUAL SERVICES	\$ 724.45	\$ 880	\$ 880
	a) Safety Consultant	\$ 640		
	b) Random Drug Testing	\$ 240		
4901	LAKESIDE PARK EXPENSE	\$ 11,500.00	\$ 11,500	\$ 11,500
5000	CAPITAL OUTLAY	\$ -	\$ -	
		\$ -		
<u>TOTAL PARKS DEPARTMENT</u>		\$ 308,340.06	\$ 325,830	\$ 343,601

GENERAL FUND-MISCELLANEOUS		2016	2017	2018	2019	2020	2021
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-49000-1300	HEALTH INSURANCE	0.00	330.88	887.04	1,604.54	1,000	1,500
101-49000-1313	COBRA-H.S.A. ADMIN FEES	948.88	0.00	0.00	0.00	8,400	8,400
101-49000-3600	INSURANCE	41,983.36	41,448.12	44,320.88	49,195.00	45,000	50,000
101-49000-4000	CONTRACTUAL SERVICES	10,000.00	2,752.00	5,228.00	1,650.00	0	10,000
101-49000-4389	CONTINGENCY	64,784.00	0.00	0.00	0.00	82,500	30,000
101-49000-4390	MISCELLANEOUS	5,395.00	6,807.42	1,888.10	898.16	5,000	10,000
101-49000-4420	SURCHARGES-PLBG	131.00	879.00	86.00	122.99	200	200
101-49000-4430	SURCHARGES-HTG	294.68	1,060.52	591.99	466.47	400	400
101-49000-4440	SURCHARGES-BLDG	3,392.22	5,111.68	7,046.54	6,133.73	2,000	5,000
101-49000-7000	PERM TRANSFERS OUT	155,000.00	160,000.00	155,000.00	425,000.00	150,000	155,000
TOTAL MISCELLANEOUS		281,929.14	218,058.74	215,048.55	485,070.89	294,500	270,500
TOTAL GENERAL FUND BUDGET		3,773,663.17	3,834,303.13	4,112,159.40	4,569,720.68	4,524,090	4,582,318.00

2021 BUDGET BREAKDOWN OF EXPENDITURES:

<u>MISCELLANEOUS-49000</u>		2019 ACTUAL	2020 BUDGET	2021 BUDGET
1300	HEALTH INSURANCE	\$ 1,604.54	\$ 1,000	\$ 1,500
1313	COBRA & H.S.A. ACCOUNT MANAGEMENT COST a) \$688/month	\$ -	\$ 8,400	\$ 8,400
3600	INSURANCE a) General Liability b) Accident c) Boards & Commissions d) Auto	\$ 49,195.00	\$ 45,000	\$ 50,000
4000	CONTRACTUAL SERVICE	\$ 1,650.00	\$ 30,000	\$ 10,000
4389	CONTINGENCY	\$ -	\$ 88,472	\$ 30,000
4390	MISCELLANEOUS	\$ 898.16	\$ 15,000	\$ 10,000
4420	PLUMBING SURCHARGE	\$ 122.99	\$ 200	\$ 200
4430	HEATING & AIR CONDITIONING SURCHARGES	\$ 466.47	\$ 400	\$ 400
4440	BUILDING SURCHARGES	\$ 6,133.73	\$ 2,000	\$ 5,000
7000	PERMANENT TRANSFERS	\$ 425,000.00	\$ 150,000	\$ 155,000
	a) Election Fund transfer	\$ 15,000		
	b) Severance Liability	\$ 25,000		
	(2017-\$15,000)			
	(2018-\$15,000)			
	(2019-\$15,000)			
	(2019-\$20,000)			
	(2020-\$20,000)			
	c) Transfer from LGA (FD Debt - Station #3)	\$ 50,000		
	d) Transfer from LGA (PW Debt Service Fund)	\$ 40,000	(remainder 50%-PU)	
	e) Transfer from LGA (Storm Water Fund)	\$ 25,000		
<u>TOTAL MISCELLANEOUS</u>		\$ 485,071	\$ 340,472	\$ 270,500
<u>TOTAL 2021 EXPENDITURES</u>		\$ 4,569,720.68	\$ 4,522,590	\$ 4,582,318