

City of Shakopee, Minnesota

2018 Budget

Draft

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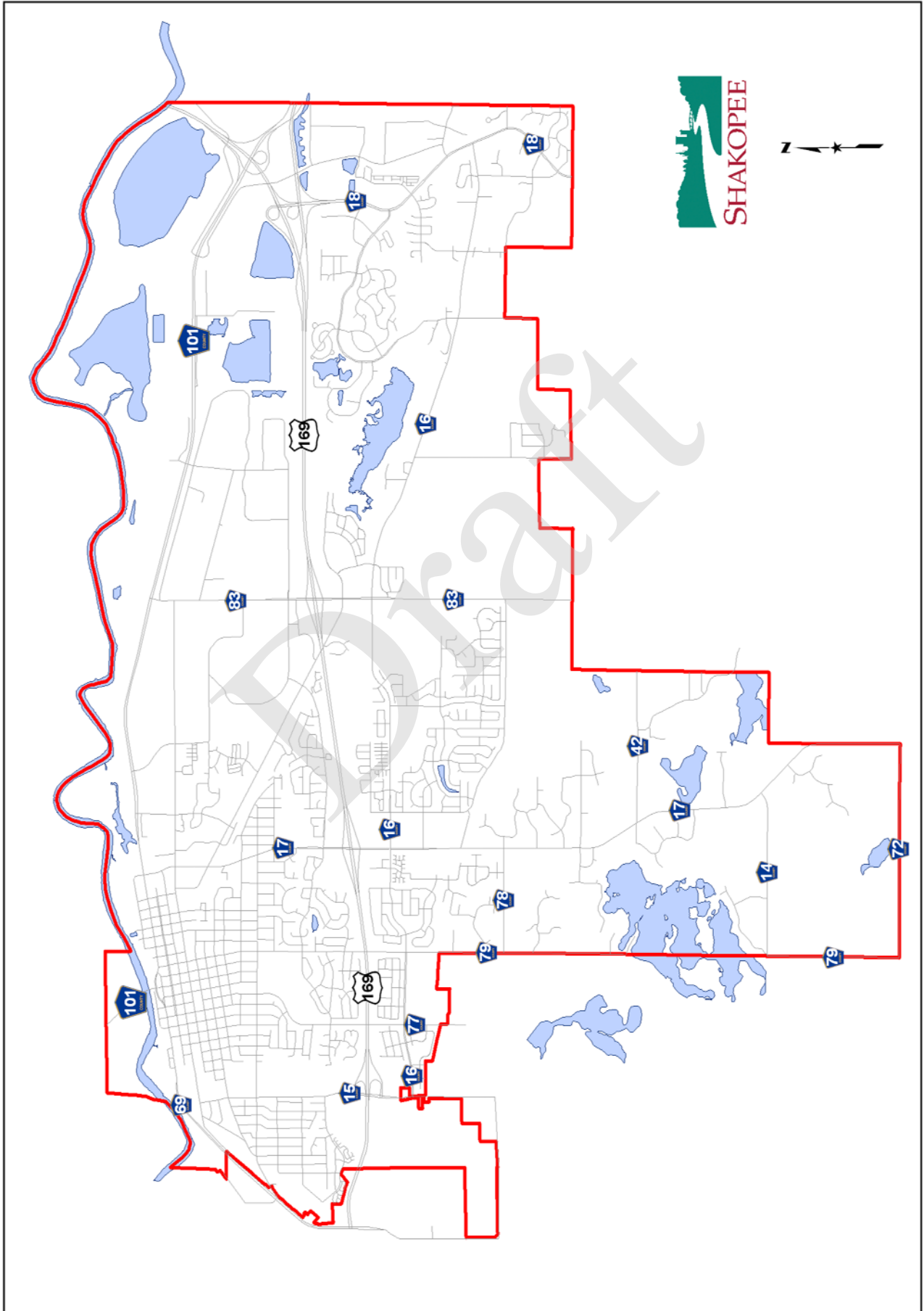
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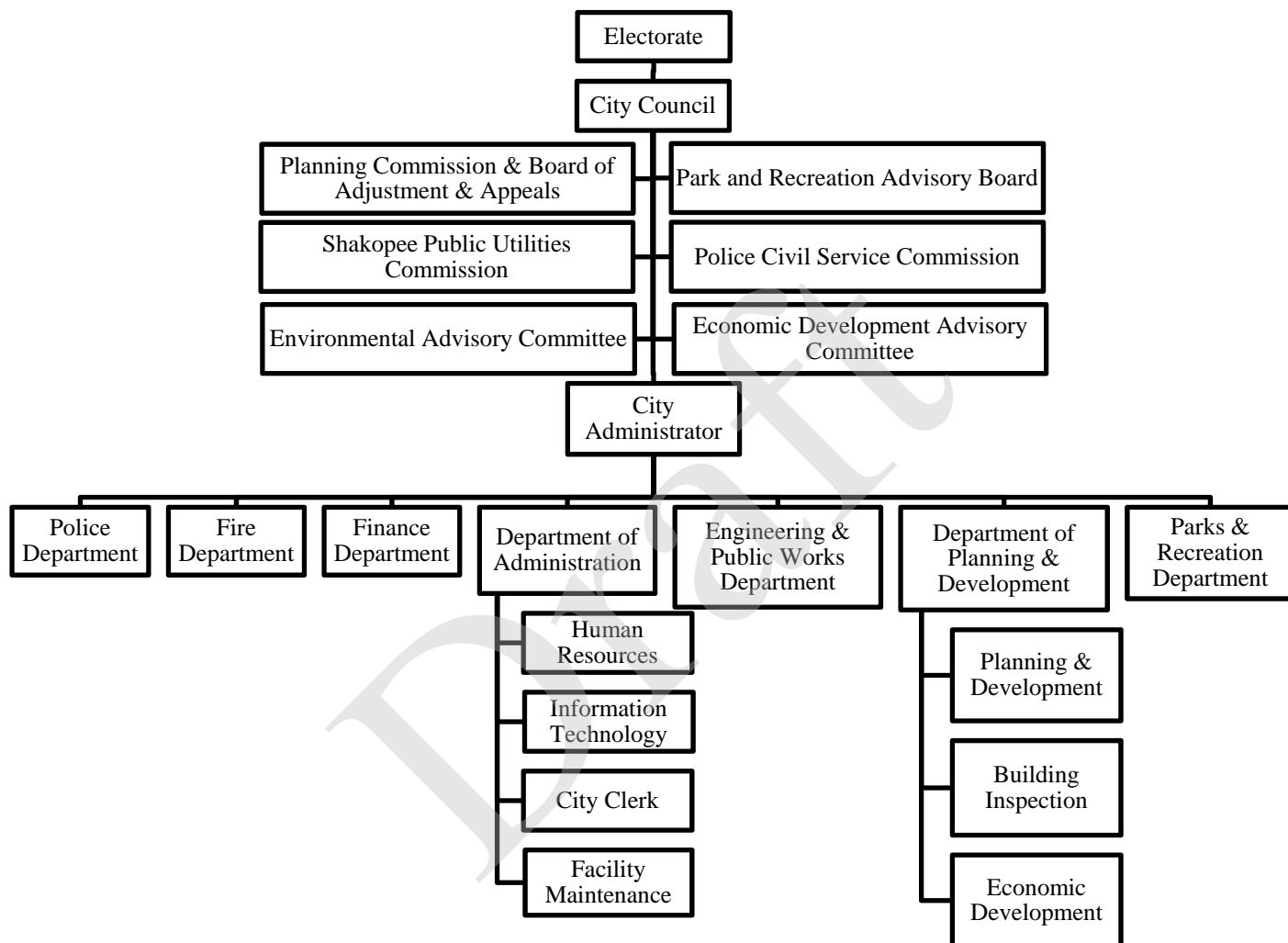
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Shakopee Mission Statement

The Mission of the City of Shakopee is to provide the opportunity to live, work and play in a community with a proud past, promising future, and small-town atmosphere within a metropolitan setting.





City Officials

Elected

Mayor
Councilor
Councilor
Councilor
Councilor

William Mars
Matthew Lehman
Kathleen Mocol
Michael Luce
Jay Whiting

Appointed

City Administrator
Assistant Administrator
Finance Director
Police Chief
Fire Chief
Engineering/Public Works Director
Planning and Development Director
Park and Recreation Director

William H. Reynolds
Nathan Burkett
Darin Nelson
Jeff Tate
Rick Coleman
Steve Lillehaug
Michael Kerski
Jamie Polley

Profile of the Government

The City of Shakopee was incorporated initially in 1857 and for the second time in 1870 and is located about 25 miles southwest of Minneapolis. Bounded by the Minnesota River on the north, Shakopee is in the northern part of Scott County and is the county seat. The City is one of the most rapidly growing communities of the state. The 2010 population of the City was 37,076 as of the 2010 census and the land area covered is approximately 29.4 square miles. The 2018 estimated population is about 41,143. The City is empowered to levy a property tax on both real and personal property located within its boundaries. It is also empowered by state statute to extend its corporate limits by annexation, which occurs periodically.

Shakopee is organized in Minnesota under Plan A, which includes a City Administrator, but the City Council retains most decision making authority such as policy setting, adopting ordinances and budget and staffing. The City Council has four members who serve staggered terms of four years plus the Mayor who serves a two-year term. All council positions are non-partisan, part-time and members are elected at large.

The City provides the normal municipal services such as police and fire protection, street and infrastructure construction and maintenance, parks and recreation, planning and zoning. Also provided are sewer and storm drainage utilities, and organized refuse collection and recycling. Electric and water utilities are operated by Shakopee Public Utilities Commission which is appointed by the City Council. Housing, economic development and redevelopment are controlled by the Shakopee Economic Development Authority. The Authority is comprised of City Council members and is included as an integral part of the City's budget.

Date of Incorporation	1870
Form of Government	Council/Mayor
Fiscal Year	Calendar
Area of City	29.4 Square Miles
Population	41,143
Average Home Market Value	243,000 (Scott County)
Total Taxable Market Value	4,356,676,900 (Scott County)
Miles of Roadway	158
Fire Stations	2
Number of Full-Time Employees	8
Paid on Call Firefighters	46
Police Stations	1
Sworn Officers	50
Civilian Employees	13
Recreation Seasonal Employees	70
Municipal Pools	2
Ice Arena	1
Employees	
Full Time	157
Part Time	150



To: Mayor and Council Members
From: Darin Nelson, Finance Director
cc: Bill Reynolds, City Administrator
Date: November 21, 2017
Re: Draft Budget Workshop – November 21, 2017

Background

Each year the City must prepare a budget and property tax levy for the following year. Staff has been analyzing revenues, expenditure information and initiatives to prepare a draft budget and levy for your consideration.

For the second consecutive year, staff is proposing a budget with no impact to residents absent increases in their property valuation – for which the city has no control. The draft budget decreases our current city tax rate, lowering it from 38.521 percent to 37.120 percent. Even by adding a dedicated Economic Development Authority (EDA) levy, the tax rate is still below the prior year at an estimated 37.877 percent.

More importantly, we are focusing on right-sizing our organization in several key areas to fit our growing city of over 41,000. From a public safety aspect, we are asking to add two police officers to concentrate on keeping our streets safe, an assistant fire chief responsible for training our fire forces, and a code compliance officer who will monitor our community's health and safety. Within our Department of Planning and Development, we are seeking to add a junior planner to ensure our growth is properly mapped for the future and an economic development specialist that will focus on business retention.

Our 2018 Budget should be the final one of a three-year transformative budget process, and will set the stage to achieve the Council's ultimate goals of low taxes, financial stability and a stable tax rate. The foundation established by this process will keep those goals in play for the foreseeable future absent a major recessionary period.

Upon City Administrator Reynolds arrival, he explained the need to retool our budget and budget process over a three-year period in order:

- 1) to establish true fiscal transparency (which included defining our revenues), and
- 2) to ensure that our budgets accurately reflect how we spend tax dollars (including the reduction of variances).

Some of those changes have been budgetary “inside baseball” to a degree, but all have had an impact upon our financial future.

The last few years has been more than just a time of change in our budget process. During the first two years of this budgetary transformation, we have had to address multiple challenges that in and of themselves could be considered noteworthy. This included successfully inculcating the Community Center debt bond payment, establishment of a franchise fee, realignment of our liability insurance premiums and separation of our insurance from SPUC, creation of a fund to pave the way for future self-insurance, and adjustment of internal service fund rent shortfalls.

Staff also reviewed with City Council this past spring the long-term financial position of the Sanitary Sewer and Surface Water enterprise funds. This review was done to determine appropriate cash balances for each respective fund and to ensure rates are maintained at a satisfactory level to ensure long-term viability.

Through all this change and challenge we still had our bond rating upgraded – a remarkable achievement as well.

After last year’s challenging budget, staff produced and the City Council approved a tax rate that had 0% impact to residents at the average home value (absent home valuation increases).

2017 was our first year really tightening the budgets at the department level to offset the previous philosophy of never coming before council to request adjustments. As Administrator Reynolds stated last year, not wanting to come before council had the effect of encouraging a padding of the budget at the departmental level. It is important that we budget as best we can based upon actual revenue and expense estimates.

Again, as a reminder, staff does not have a crystal ball to fully determine what will be needed in all cases. Snowfall greater than average is a perfect case in point. If we do miss a projection, we bring that to council and explain the situation and then request a budget amendment. All of which is publicly documented (again transparency). Council also needs to remember that if something arises that is outside of this change in budgeting philosophy, it is not a failure on staff’s part. There will be unforeseen contingencies.

We are in year three of our transition, and we have several challenges that if successfully addressed will cement our future financial stability. This third year will have some more internal changes, but more importantly it allows us the opportunity to “right-size” the organization for growth.

We continue to have a lot to be thankful for. Our efforts renegotiating the Jackson Township Orderly Annexation Agreement were successful which ensures we have land available for growth. In addition, we have adjusted our community center revenue projections (in a positive way!) based upon our initial 2017 numbers.

Our challenges compared to last year seem minimal. We do need to include the 2nd installment of the internal service fund adjustment which was carved out of last year’s budget due to Council’s concerns. There will continue to be spillover from the school district’s issues by

residents who don't realize we are separate entities. But in reality, those are challenges that can be met with little difficulty.

In this budget, we continue our efforts with transparency by breaking the EDA levy out of our General Fund and establishing it as a stand-alone levy. We did the same last year with abatements and the Capital Improvement Fund to make them easily identifiable and to ensure greater transparency.

After last year's challenging budget, it is great to see that we have some stability in year three of our budget change process.

Administrator Reynolds remains confident that at the end of it, we will be a better organization with great transparency and greater fiscal controls. And in the end, we will continue to be one of the lowest taxed communities in the metro area.

Schedule for budget and property tax levy development

Date	Who	What
July 18, 2017	Council/Staff	Review Preliminary Capital Improvement Plan (CIP)
August 29, 2017	Council/Staff	Review Maximum Levy, review initiatives and requests
September 19, 2017	Council	Adopt proposed maximum tax levy for City and EDA. Adopt final 2018-2022 CIP
October 2, 2017	Staff	Certify maximum tax levy to the County which will be used for proposed property tax notices
November	County	Proposed tax notices sent to owners
November 21, 2017	Council/Staff	Work session to review budget document
December 5, 2017	Council	Hold public meeting to discuss levy and budget. Review and approve utility rates for 2018.
December 19, 2017	Council	Adopt final tax levy and budget
December 29, 2017	Staff	Certify final tax levy and budget to County and State

Budget Impact Issues

Wages and benefits

All three union contracts went into effect on January 1, 2017. All contracts negotiated three percent cost of living adjustments for 2017, 2018 and 2019. The draft budget has been built with a 3 percent increase in all wages. The General Fund impact of a 3 percent COLA is approximately \$411,000.

After initially budgeting for a 15 percent increase in health insurance rates. Actual renewal rates came in at 29 percent. Staff took proactive steps to reduce this increase to something more manageable by first requesting new proposals even though the city is still under contract with our current provider. Unfortunately, with limited number of carriers in the market, the city did not receive any new proposals.

The next action step in reducing the health insurance costs was reviewing plan options. Administration began surveying and meeting with employees to better understand their needs and what health care changes would be viable, knowing that the employee and employer share of premiums would be increasing. As a result of these meetings and surveys, new Accountable Care Organization (ACO) plans were approved by the City Council on November 7. ACO plans limit in-network coverage to specific providers such as Park Nicollet and Ridgeview.

Implementing these ACO plan options reduces the city's insurance contribution from 29 percent to about 19 percent. A 19 percent increase in health insurance amounts to approximately \$240,000. The city's health insurance premiums have been on a rollercoaster for the past several years. Even though the city is experiencing a large increase for 2018, the city's premiums have only moderately increased from 2014 through 2017, with an average increase of 2.7 percent.

Administration undertook a class and compensation study earlier this year that was anticipated to have a financial impact of approximately \$100,000. The actual impact amounted to about \$35,000. The preliminary budget included \$100,000 as a placeholder until actual results were received. The draft budget reflects the actual costs.

No other benefit changes are anticipated or legislated for the upcoming year.

As mentioned earlier, six full-time staff positions are being requested for 2018 along with additional part-time staffing. The Fire Department is requesting an assistant fire chief, the Police Department is requesting two police officers and a code compliance officer, and lastly Planning and Development is requesting a junior planner and an economic development specialist. The economic development specialist will be funded 75 percent through the EDA and 25 percent through the Planning and Development Department. Recreation is requesting an additional \$133,200 for part-time salaries related specifically to staffing needs at the community center pool. Below is breakdown of the 2018 budget impact for new full-time position requests.

Department	Title	Estimated Start Date	Total 2018 Wages and Benefits
Fire	Assistant Fire Chief	1/1/2018	\$ 126,000
Police	Code Compliance Officer	1/1/2018	70,900
Police	Police Officer	10/1/2018	22,200
Police	Police Officer	10/1/2018	22,200
Planning & Development	Planner	1/1/2018	84,300
EDA	Economic Development Specialist	1/1/2018	89,200
Total New Full-Time Positions			\$ 414,800

Internal Charges

Part of the budget process for 2017 was restoring internal service charges/rents that were reduced by 20 percent in 2014. The restoration of rents is needed to ensure long-term sustainability and replacement of city assets including equipment, park assets and city buildings. Last year the Council directed staff to restore rent funding over a two-year span rather than recovering all the rent charges in one year. The one caveat was that park assets would be restored to 100 percent funding in 2017.

The impact to restore the second half of internal charges to the 2018 budget is approximately \$150,000. Total rent increases for 2018, which includes both the restoration of rent charges and the replacement cost of equipment and facilities is approximately \$265,700.

The community center and ice arena are being depreciated at 35% of the book value as of December 31, 2016. The rationale behind the 35 percent was that the rent charge would be sufficient to cover any facility needs that may occur in the next 10 to 20 years, but would lessen the tax burden of current tax payers that are also paying the current debt service on the facilities. When the debt service is fully retired, community center and ice arena rents would be expected to increase to full funding.

Other Services & Charges

A few other line items in the 2018 budget outside of personnel and rent are requiring additional funding for 2018. First, natural gas and electricity for the community center and ice arena are being increased by \$103,500. Cleaning services for the police department and public works facilities is increasing by approximately \$68,000. This increase is being offset by a reduction in custodial staff. Overall this change is budget neutral, but there will be a shift in expenditures from the Personnel category to the Other Services & Charges category. The City's annual service payments to LOGIS for various applications is increasing by about \$19,000. This is mainly related to the new permitting and accounts payable applications implemented in 2017. All other line items within each department's Other Services & Charges category are being held to a zero percent increase for 2018.

Revenues

Typically, governmental revenues such as grants, charges for service and fees & permits are constant with not a lot of dramatic fluctuations from one year to the next. Obviously, the economy is typically the biggest factor in revenue fluctuations. The City's building permits have been strong over the past couple years with the influx of commercial development. Those strong permits are expected to continue with the recent housing developments beginning to take shape. Building permits are anticipated to grow by 10 percent or \$161,600 in 2018.

The community center and ice arena revenues for 2018 are expected to increase substantially. Staff has worked diligently on estimating membership renewals for 2018 and are anticipating an additional \$300,000 in revenue compared to 2017. Overall, recreation is anticipating an additional revenue of \$430,000 in combined charges for services for 2018. These additional revenues aid in offsetting increased operational costs.

Economic Development Authority

Part of the budget discussions last year involved the implementation of a dedicated EDA levy which would be separate from the City's general levy. EDA's have the statutory authority to levy a small percentage (up to 0.01813%) of the city's estimated market value, which for 2018 would be a maximum of approximately \$768,500. The levy cap is a maximum levy, the EDA and City Council can set the levy at any amount up to this cap.

The EDA levy should be considered a budget neutral change. In prior years, a transfer was made from the General Fund to the EDA to cover EDA operational costs, façade loan funds, and other development related activities. This EDA levy will eliminate that transfer from the General Fund, thus reducing the City's general levy.

The advantage of the EDA market value levy is that it applies to all taxable properties within the city including properties that are currently part of a tax abatement or TIF plan. The EDA levy is also identified on property tax statements as a separate local tax outside of the city's general property tax. Staff is recommending an EDA levy of \$350,000 for 2018.

Debt Service

The community center/ice arena tax abatement bonds had a substantial impact on the levy for 2017. Now that the debt service levy is in place, staff is anticipating that the City's total debt service payments to remain stable at approximately \$2.2 million annually. In addition, due to available fund balances in existing debt service funds and the structuring of the tax abatement bonds, \$870,000 of debt service levies will be canceled for 2018.

2018-2022 Capital Improvement Plan (CIP)

The CIP is a five-year plan to provide and maintain public facilities. The 2018-2022 CIP is the first year we have issued the CIP as a stand-alone document. This breakout once again assists in becoming more transparent and acknowledges that the CIP is actually as much a planning document as it is a budget document. Since the CIP is planning document and not an official

budget document, just the 2018 CIP projects have been brought forward into the 2018 budget for official approval.

Levy Request & Impact

Back in September staff recommended a preliminary levy increase of 2.58 percent or \$488,883 for the city levy and a preliminary EDA levy of \$350,000. Since the adoption of the preliminary levy, staff has been able to reduce the city levy by over \$154,000. As part of that reduction, the city levy has been reduced from 2.58 percent to 1.77 percent. A revised levy is presented below.

The city experienced 8 ½ percent growth in tax capacity for taxes payable 2018. This is on top of eight percent growth from the previous year. New construction accounts for about \$1.1 million of additional tax capacity, which equates to about 25% of the growth in tax capacity.

In terms of levy dollars, the new construction tax capacity allows the city to increase the levy by \$488,883 or 2.58 percent without having a tax impact on existing properties, outside of changes in valuation. For instance, if all values stayed the same from last year to this year, an average value home of \$243,100 would see an annual levy decrease of \$30, given a city levy increase of 1.77 percent. The new EDA levy adds about \$20 annually to the average value home tax liability, reducing that decrease from \$30 to \$10. Again, that is absent any changes in valuation.

The breakdown and comparison of the proposed 2018 levy is as follows:

City of Shakopee Preliminary Levy Analysis November 21, 2017						
	2016 Final	2017 Final	2018 Proposed	2018 Adjusted	Increase/ (Decrease)	% Change
City Levy						
General Fund	\$ 16,825,900	\$ 16,175,900	\$ 16,849,176	\$ 16,694,500	\$ 518,600	3.21%
Abatements		174,915	182,400	182,400	7,485	4.28%
Capital Improvement Levy		385,000	200,000	200,000	(185,000)	-48.05%
Debt Service						
2004 B	238,027	-	-	-		
2006 B	315,390	-	-	-		
2007 B Improve	94,992	92,471	-	-		
2008 A Improve	-	148,800	135,448	135,448		
2010 A Improve	88,500	107,145	105,940	105,940		
2012 A Refunding	47,386	-	-	-		
2016 Abatement	-	1,842,110	1,942,260	1,942,260		
Total Debt Service	<u>784,295</u>	<u>2,190,526</u>	<u>2,183,648</u>	<u>2,183,648</u>	<u>(6,878)</u>	<u>-0.31%</u>
Total City Levy	<u>\$ 17,610,195</u>	<u>\$ 18,926,341</u>	<u>\$ 19,415,224</u>	<u>\$ 19,260,548</u>	<u>\$ 334,207</u>	<u>1.77%</u>
EDA Market Value Levy	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>100.00%</u>
Total City and EDA Levies	<u>\$ 17,610,195</u>	<u>\$ 18,926,341</u>	<u>\$ 19,765,224</u>	<u>\$ 19,610,548</u>	<u>\$ 684,207</u>	<u>3.62%</u>

Items to note with the 2018 adjusted levy include:

- The Capital Improvement Fund levy is reduced by \$185,000 for 2018. The City will be receiving additional Municipal State Aid (MSA) dollars in 2018 along with a small shift of MSA dollars from maintenance to construction allows for the levy to be decreased in the Capital Improvement Fund.
- Abatement levies continued to be isolated. This practice was started in 2017. In prior years, private development abatements have been included in the General Fund levy. Isolating these abatements provides for increased transparency.

Scott County has provided staff with tax impact estimates for residential homestead properties. Residential property values held virtually steady from January 1, 2015 to January 1, 2016 for taxes payable 2017. The value of an average market value home in Shakopee decreased slightly from \$229,700 to \$229,100. Residential values are now increasing for taxes payable 2018. The average valued home has risen from \$229,100 to \$243,100. In addition, approximately 80 percent of the City's residential properties experienced a 5 to 10 percent increase from January 1, 2016 to January 1, 2017. Taxes payable 2017 saw a shift in tax burden as the commercial values rose and residential properties were stagnant. Taxes payable 2018 will see a slight shift in tax burden as residential properties appreciate.

The chart below provides the average percentage change in value (as opposed to increase in taxes) for residential properties from taxes payable 2017 to taxes payable 2018. These percentage changes are strictly the averages within each value range. Individual properties valuations can be more or less than the averages.

Payable 2017 Value	Properties in Category	Average of Net % Change for pay 2018
<\$100,000	116	8.5%
100000-149999	2,135	7.8%
150000-199999	3,232	6.4%
200000-249999	2,395	6.1%
250000-299999	1,595	5.7%
300000-399999	1,853	3.6%
400000-499999	471	1.9%
500000-699999	125	1.6%
700000-999999	6	2.6%
>\$999,999	2	1.3%
Grand Total	11,930	5.8%

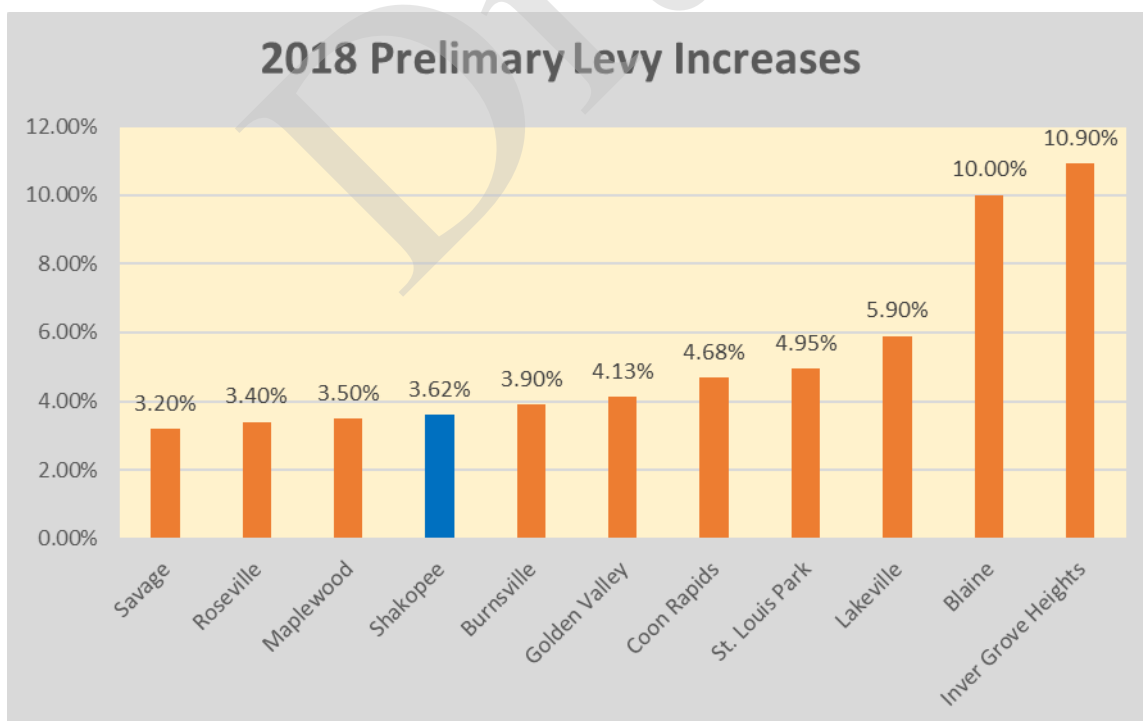
The chart below provides a comparison of the 2017 levy and the adjusted 2018 levy, including the EDA levy, for three different valued homes including the average valued home of \$243,100. All of the increases are tied directly to those elements that are outside of the control of the city – namely increased property valuation. Absent that increase, city taxes would decrease on average of \$10 per average household.

2017 & 2018 Property Tax Levy Comparison

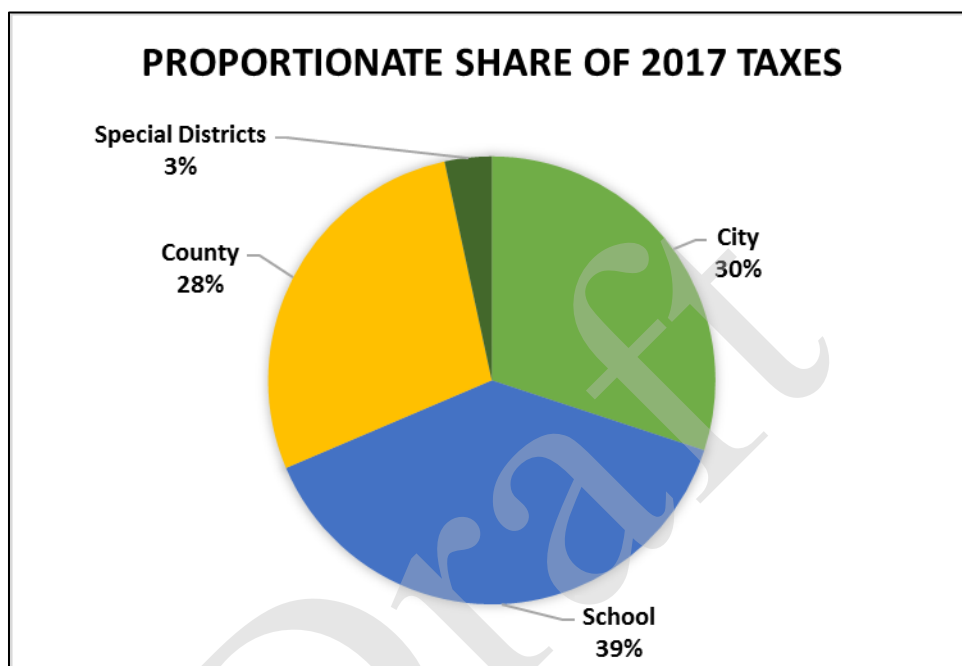


Comparable Cities

Below are the preliminary levy increases for the city's comparable cities. Just like the City of Shakopee, these levies are preliminary and final levies may be the same or less.



Lastly, it is always interesting to see the breakdown of a property tax statement and how tax dollars are distributed. Below is chart, based on an average valued home for taxes payable in 2017 within the Shakopee School District. A good rule of thumb is that the city, county and school typically account for about a third of the total tax bill. For homes within the Shakopee School District that rule doesn't necessarily hold true for 2017. Taxing districts included in the "Other" section include Scott County CDA, Mosquito Control, Metro Transit, Met Council, Watersheds, etc.



Summary

Attached is a draft budget that includes the General Fund, EDA Special Revenue Fund, Debt Service Funds, Capital Project Funds, Enterprise Fund and Internal Service Funds.



2018 Annual Budget

Operating Budget

Employees by Function	2015	2016	2017	2018
Governmental Funds				
General Government				
Administration				
City Administrator	1	1	1	1
Assistant City Administrator	1	1	1	1
Administrative Assistant	1	1	1	1
Management Intern	1	0	0	0
Grants & Special Projects Coordinator	0	1	1	1
HR Manager	0	1	1	1
Payroll & Benefits Specialist	1	1	0	0
HR Specialist	1	1	2	2
Communications Coordinator	1	1	1	1
Communications Specialist	0	0	0	0.6
IT Director	0	1	1	1
Telecomm Coordinator	1	0	0	0
IT Coordinator	1	1	1	1
IT Specialist	2	2	3	3
Technology Support Assistant	0	1	0	0
Total	11	13	13	13.6
City Clerk				
City Clerk	0.4	1	1	1
Deputy Clerk	1	0	0	1
Administrative Assistant	0	1	1	0
Records Clerk	0	0	0	0.5
Office Service Worker	1	0	0	0
City Hall Receptionist	1	1	1	1
Total	3.4	3	3	3.5
Finance				
Finance Director	0.6	1	1	1
Accounting Manager	1	1	1	1
Accounting Clerk	1	1	1	1
Administrative Assistant	1	1	1	1
Total	3.6	4	4	4
Planning & Development				
Director of Planning & Development	0	0.4	0.4	0.4
Planning Manager	1	1	0	0
Senior Planner	2	2	3	3
Planner	1	1	0	1
Administrative Assistant	1	1	1	1
Economic Development Specialist	0	0	0	0.25
Total	5	5.4	4.4	5.65
Facilities				
Facilities Supervisor	1	1	1	1
Maintenance Worker	3	1	1	1
Custodian	1	1	1	1
Total	5	3	3	3



2018 Annual Budget

Operating Budget

Employees by Function	2015	2016	2017	2018
Public Safety				
Police				
Police Chief	1	1	1	1
Captain	2	2	2	2
Administrative Assistant	1	1	1	1
Sergeant	8	8	8	8
Investigator	5	5	5	5
School Resource	3	3	3	3
Victim & Community Services Coordinator	1	1	1	1
Patrol Officer	29	29	29	31
Records Supervisor	1	1	1	1
Records Technician	2	2	2	2
Records Specialist	2	2	2	2
CSO	1	1	1	1
Evidence Technician	0.5	0.5	0.5	0.5
Crime Prevention Specialist	1	1	1	1
Investigative Aide	0	0	1	1
Code Compliance Officer	0	0	0	1
Receptionist	1	1	1	1
Total	58.5	58.5	59.5	62.5
Fire				
Fire Chief	1	1	1	1
Assistant Fire Chief	0	0	0	1
Fire Marshal	1	1	1	1
Fire Captain	0	0	0	1
Office Service Worker	1	1	1	0
Full-Time Firefighter	4	4	4	4
Total	7	7	7	8
Building Inspection				
Director of Planning & Development	0	0.1	0.1	0.1
Building Official	1	1	1	1
Building Inspector	3	2	2	2
Permit Coordinator	0	0	1	1
Administrative Assistant	1	2	1	1
Total	5	5.1	5.1	5.1
Public Works				
Engineering				
Public Works Director/Engineer	1	1	1	1
Assistant City Engineer	1	1	1	1
Project Engineer	1	1	1	1
Project Coordinator	1	1	1	1
Senior Engineering Technician	1	1	1	1
Graduate Engineer	1	0	0	0
Engineering Technician	0	1	1	1
GIS Specialist	1	1	1	1
Administrative Assistant	0.75	0.75	1	1
Total	7.75	7.75	8	8



2018 Annual Budget

Operating Budget

Employees by Function	2015	2016	2017	2018
Street				
Public Works Superintendant	1	1	1	1
Street/Utility Supervisor	1	1	1	1
Street Foreman	1	1	1	1
Senior Public Works Technician	1	1	1	1
Maintenance Operator	4	4	4	4
Total	8	8	8	8
Fleet				
Lead Mechanic	1	1	1	1
Mechanic	2	2	2	2
Administrative Assistant	1	1	1	1
Total	4	4	4	4
Park and Recreation				
Park Maintenance				
Park Supervisor	1	1	1	1
Park Lead	1	1	1	1
Maintenance Operator	7	7	7	7
Total	9	9	9	9
Natural Resources				
Natural Resource Technician	1	1	1	0
Water Resources/Environmental Engineer	0	0	0	0.2
Total	1	1	1	0.2
Recreation				
Park & Recreation Director	1	1	1	1
Recreation Supervisor	5	5	5	5
Facility Manager	0	0	1	1
Administrative Assistant	1	1	1	1
Lifeguard	0	0	0	2
Arena Lead Worker	0	0	2	2
Building Maintenance Manager	0	1	1	1
Maintenance Worker	0	1	1	2
Total	7	9	12	15
Economic Development				
EDA Fund				
Director of Planning & Development	0	0	0	0.5
Economic Development Coordinator	1	1	1	0
Economic Development Specialist	0	0	0	0.75
Total	1	1	1	1.25
Enterprise Funds				
Sewer Fund				
Utility Foreman	0.5	0.5	0.5	0.5
Maintenance Operator	3	3	3	3
Total	3.5	3.5	3.5	3.5
Storm Drainage Fund				
Utility Foreman	0.5	0.5	0.5	0.5
Maintenance Operator	3	2	2	2
Water Resources/Environmental Engineer	0	0	0	0.8
Total	3.5	2.5	2.5	3.3
Total Employees	143.25	144.75	148.00	157.60

Resolution No. 7929

A RESOLUTION SETTING PROPOSED MAXIMUM 2017 PROPERTY TAX LEVY COLLECTIBLE IN 2018

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA, that the following amounts be levied as the proposed maximum tax levy in accordance with existing law for the current year upon the taxable property in the City of Shakopee;

	<u>2018 Requested</u>
General Fund	\$ 16,849,176
Abatements	\$ 182,400
Capital Improvement Fund	\$ 200,000
Debt Service	
2008A	\$ 135,448
2010A	105,940
2016A	<u>1,942,260</u>
Total Property Taxes	<u>\$ 19,415,224</u>

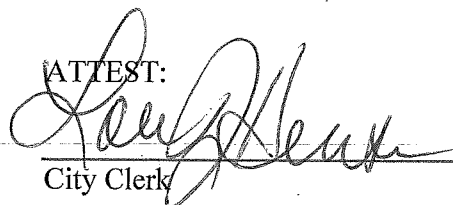
BE IT FURTHER RESOLVED, the public input meeting on the tax levy and budget is set for December 5, 2017 at 7:00 pm, located at City Hall, 485 Gorman Street.

Adopted in regular session of the City Council for the City of Shakopee, Minnesota held this 19th day of September 2017.



Mayor of the City of Shakopee

ATTEST:



City Clerk

RESOLUTION NO. 7930

A RESOLUTION CANCELING DEBT SERVICE LEVIES FOR TAXES PAYABLE IN 2018

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, COUNTY OF SCOTT, MINNESOTA, that the following debt service levies are cancelled:

2008A	GO Improvement Bond	\$ 14,000.00
2012A	GO Refunding Bonds	\$ 558,285.00
2016A	GO Tax Abatement Bonds	\$ 298,000.00

BE IT FURTHER RESOLVED that the following irrevocable transfer is made from the Building Internal Service Fund to the 2012A GO Refunding Debt Service Fund, in the amount of \$300,000.00, with the difference required for payment of annual debt service needs to be paid from the fund balance in the debt service fund.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 19th day of September 2017.



Mayor of the City of Shakopee

ATTEST:



City Clerk

CITY OF SHAKOPEE, MINNESOTA

RESOLUTION NO. 7931

APPROVING THE LEVY OF A SPECIAL BENEFIT LEVY PURSUANT TO MINNESOTA STATUTES, SECTION 469.033, SUBDIVISION 6 BY THE ECONOMIC DEVELOPMENT AUTHORITY FOR THE CITY OF SHAKOPEE, MINNESOTA

WHEREAS, pursuant to Resolution No. 4206, adopted by the City Council of the City of Shakopee, Minnesota (the "City"), on April 4, 1995, as amended by Resolution No. 4381, adopted by the City Council of the City on February 6, 1996, and Minnesota Statutes, Sections 469.090 through 469.1082, the City created the Economic Development Authority for the City of Shakopee, Minnesota (the "Authority"); and

WHEREAS, the Authority has the ability to exercise all powers and duties of a housing and redevelopment authority under the provisions of Minnesota Statutes, Sections 469.001 through 469.047 (the "HRA Act"); and

WHEREAS, Section 469.033, subdivision 6 of the HRA Act provides that all of the territory included within the area of operation of a housing and redevelopment agency (the entire City) shall be a taxing district for the purpose of collecting special benefit taxes; and

WHEREAS, Section 469.033, subdivision 6 of the HRA Act permits the Authority to levy and collect a special benefit tax of up to 0.0185% of estimated market value of taxable property within the City, levied upon all taxable real property within the City; and

WHEREAS, the special benefit tax levy authorized by Section 469.033, subdivision 6 of the HRA Act is separate and distinct from the City's levy and is not subject to levy limits; and

WHEREAS, the Authority desires to levy a special benefit tax in the amount of \$350,000, which is less than 0.0185% of the estimated market value of taxable property within the City; and

WHEREAS, on the date hereof, the Board of Commissioners of the Authority adopted a resolution (the "Authority Resolution") approving the levy a special benefit tax in the amount of \$350,000; and

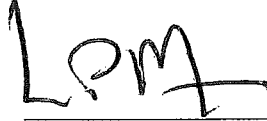
WHEREAS, pursuant to the Authority Resolution, the Authority has adopted a budget for fiscal year 2018 that provides for levy of the special benefits tax in an amount of \$350,000 to be used for the Authority's economic development and redevelopment activities; and

NOW, THEREFORE, BE IT RESOLVED by the City Council (the "City Council") of the City of Shakopee, Minnesota as follows:

1. The City Council hereby accepts the budget submitted by the Authority for fiscal year 2018.
2. The City Council hereby approves the levy by the Authority of a special benefit tax pursuant to Section 469.033, subdivision 6 of the HRA Act in the amount equal to the lesser of a levy at a rate of 0.0185% of the estimated market value of taxable property within City or \$350,000 with respect to taxes payable in calendar year 2018.

3. Notwithstanding the City's approval of the Authority's levy, the City Council may determine to decrease the Authority's levy when finalizing the City's levy for 2018.

Approved by the City Council of the City of Shakopee, Minnesota this 19th day of September, 2017.



Mayor

ATTEST:


City Clerk

Draft

COMBINED BUDGET SUMMARY

**2018 Annual Budget
GOVERNMENT WIDE FUNDS**

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	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECTS FUNDS	TOTAL
REVENUES:					
TAXES	\$17,100,000	\$350,000	\$2,183,648	\$200,000	\$19,833,648
TAX INCREMENTS	0	0	0	0	0
SPECIAL ASSESSMENTS	7,000	0	263,900	404,218	675,118
LICENSES AND PERMITS	1,845,000	0	0	600,000	2,445,000
INTERGOVERNMENTAL	1,486,100	0	0	2,715,000	4,201,100
CHARGES FOR SERVICES	5,699,800	6,000	0	750,000	6,455,800
FINES AND FORFEITURES	1,500	0	0	0	1,500
MISCELLANEOUS	206,500	5,000	500	790,000	1,002,000
TOTAL REVENUES	26,345,900	361,000	2,448,048	5,459,218	34,614,166
EXPENDITURES:					
GENERAL GOVERNMENT	(4,922,900)	0	0	0	(4,922,900)
PUBLIC SAFETY	(11,972,200)	0	0	0	(11,972,200)
PUBLIC WORKS	(3,483,500)	0	0	(7,270,000)	(10,753,500)
PARK AND RECREATION	(5,978,800)	0	0	(1,750,000)	(7,728,800)
ECONOMIC DEVELOPMENT	0	(354,400)	0	0	(354,400)
UNALLOCATED	(216,300)	0	0	0	(216,300)
DEBT SERVICE	(22,200)	0	(3,169,826)	0	(3,192,026)
TOTAL EXPENDITURES	(26,595,900)	(354,400)	(3,169,826)	(9,020,000)	(39,140,126)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(250,000)	6,600	(721,778)	(3,560,782)	(4,525,960)
OTHER FINANCING:					
TRANSFERS IN	250,000	0	300,000	955,000	1,505,000
TRANSFERS OUT	0	0	0	0	0
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$0	\$6,600	(\$421,778)	(\$2,605,782)	(\$3,020,960)
PROPERTY TAX LEVY REQUIRED TO SUPPORT THIS BUDGET	\$16,876,900	\$350,000	\$2,183,648	\$200,000	\$19,610,548

**2018 Annual Budget
ENTERPRISE FUNDS**

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	SEWER FUND	SURFACE WATER FUND	REFUSE FUND	TOTAL
REVENUES:				
OPERATING REVENUES	\$3,696,450	\$1,181,560	\$115,000	\$4,993,010
EXPENSES:				
OPERATING EXPENSES	3,294,000	918,900	0	4,212,900
DEPRECIATION	0	0	117,000	117,000
OPERATING INCOME (LOSS)	402,450	262,660	(2,000)	663,110
NON-OPERATING INCOME	108,400	153,000	(1,600)	259,800
NON-OPERATING EXPENSES	(1,269,000)	(856,600)	(7,400)	(2,133,000)
NET INCOME (LOSS) BEFORE TRANSFERS	(758,150)	(440,940)	(11,000)	(1,210,090)
CAPITAL CONTRIBUTION	25,649	0	0	25,649
TRANSFERS IN	0	0	0	0
TRANSFERS OUT	(545,000)	(660,000)	0	(1,205,000)
NET INCOME (LOSS)	(1,277,501)	(1,100,940)	(11,000)	(2,389,441)

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GENERAL FUND

The General Fund is used to account for revenues and expenditures necessary to carry out the basic functions of city government. Divisions within the General Fund include general government, public safety, public works and park and recreation. These basic functions include police and fire protection, planning, administration, etc. Appropriations are made from this fund annually.

Revenues are recorded by source, i.e. taxes, intergovernmental, charges for services, etc. Expenditures are recorded by object and are primarily for day-to day operating expenses and equipment. Capital expenditures for large scale public improvements are accounted for within the Capital Projects Funds.

General Fund budgets tend to be consistent from year-to-year. However, there are costs drivers that effect every department. Below are the 2018 General Fund cost drivers. Individual division narratives provide greater detail on variances specific to each division.

- Overall wages increased 3%.
- Health insurance rates for 2017 are increasing 19%.
- Building and equipment rents are increasing by 8.5% as part of a two-year plan to fully restore rent charges. Rent charges are reflected as department costs, and are based on the useful life and asset value. 2018 is the second year of the two-year plan.

2018 Annual Budget GENERAL FUND SUMMARY

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	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
REVENUES:					
TAXES	16,137,181.59	17,019,256.64	16,568,400.00	16,562,900.00	17,100,000.00
TAX INCREMENTS	22,892.77	2,946.93	0.00	2,300.00	0.00
SPECIAL ASSESSMENTS	12,042.90	15,817.76	12,000.00	6,500.00	7,000.00
LICENSES AND PERMITS	2,023,436.27	2,564,729.10	1,683,400.00	1,949,700.00	1,845,000.00
INTERGOVERNMENTAL	1,356,733.68	1,344,279.22	1,287,100.00	1,402,300.00	1,486,100.00
CHARGES FOR SERVICES	4,452,414.39	4,750,514.28	4,927,600.00	5,229,150.00	5,699,800.00
FINES AND FORFEITURES	7,093.46	11,213.08	1,500.00	1,500.00	1,500.00
MISCELLANEOUS	318,924.55	218,733.94	223,200.00	176,200.00	206,500.00
TOTAL REVENUES	24,330,719.61	25,927,490.95	24,703,200.00	25,330,550.00	26,345,900.00
EXPENDITURES:					
GENERAL GOVERNMENT	(3,667,385.64)	(3,965,116.02)	(4,402,400.00)	(4,375,360.00)	(4,922,900.00)
PUBLIC SAFETY	(10,192,896.35)	(10,585,899.22)	(10,936,600.00)	(11,105,940.00)	(11,972,200.00)
PUBLIC WORKS	(3,036,283.60)	(3,061,172.89)	(3,372,300.00)	(3,333,470.00)	(3,483,500.00)
PARK AND RECREATION	(3,889,077.91)	(4,232,166.84)	(5,324,300.00)	(5,336,730.00)	(5,978,800.00)
UNALLOCATED	(151,446.40)	(34,835.56)	(217,600.00)	(216,250.00)	(216,300.00)
DEBT SERVICE	0.00	0.00	0.00	(16,600.00)	(22,200.00)
CAPITAL OUTLAY	(126,666.89)	(37,422.57)	0.00	(100,000.00)	0.00
TOTAL EXPENDITURES	(21,063,756.79)	(21,916,613.10)	(24,253,200.00)	(24,484,350.00)	(26,595,900.00)
OTHER FINANCING:					
TRANSFERS IN	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00
PROCEEDS FROM SALE OF ASSETS	566.00	9,133.93	0.00	3,750.00	0.00
BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	(3,515,466.00)	(3,348,754.50)	(700,000.00)	(700,000.00)	0.00
TOTAL OTHER FINANCING	(3,264,900.00)	(3,089,620.57)	(450,000.00)	(446,250.00)	250,000.00
NET	2,062.82	921,257.28	0.00	399,950.00	0.00

2018 Annual Budget
Company: 01000- GENERAL FUND

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
01000 - GENERAL FUND					
REVENUES:					
TAXES:					
4011 - CURRENT PROPERTY TAX	(13,986,900.58)	(14,907,747.56)	(14,335,100.00)	(14,335,100.00)	(14,772,000.00)
4013 - MARKET VALUE CREDIT	(2,556.95)	(1,960.23)	0.00	0.00	0.00
4015 - FISCAL DISPARITIES	(1,729,529.60)	(1,807,791.98)	(2,015,700.00)	(2,015,700.00)	(2,104,900.00)
4020 - MOBIL HOME TAX	(249.99)	(249.12)	0.00	(200.00)	0.00
4025 - PAYMENT IN LIEU OF TAXES	(28,599.05)	(26,007.34)	(27,000.00)	(27,000.00)	(27,000.00)
4031 - EXCESS TAX INCREMENT	(22,892.77)	(2,946.93)	0.00	(2,300.00)	0.00
4032 - TAX ABATEMENT	0.00	142,627.20	174,900.00	174,900.00	182,400.00
4035 - OTHER TAXES	(15,813.99)	(17,856.11)	0.00	(1,300.00)	0.00
4040 - AGGREGATE TAX	(19,147.52)	(11,899.58)	(15,500.00)	(8,500.00)	(8,500.00)
4050 - LODGING TAX	(354,383.91)	(388,371.92)	(350,000.00)	(350,000.00)	(370,000.00)
TAXES	(16,160,074.36)	(17,022,203.57)	(16,568,400.00)	(16,565,200.00)	(17,100,000.00)
SPECIAL ASSESSMENT:					
4110 - SPECIAL ASSESSMENT PRINCIPAL	(11,370.69)	(12,143.09)	(10,000.00)	(5,000.00)	(5,000.00)
4111 - SPEC ASSESSMENT INTEREST	(2,820.63)	(2,405.69)	(2,000.00)	(1,500.00)	(2,000.00)
4112 - SA PENALTIES & INTEREST	(351.72)	(718.98)	0.00	0.00	0.00
4120 - SA PREPAY	2,500.14	(550.00)	0.00	0.00	0.00
SPECIAL ASSESSMENT	(12,042.90)	(15,817.76)	(12,000.00)	(6,500.00)	(7,000.00)
LICENSES AND PERMITS:					
4202 - CABLE FRANCHISE	(370,210.23)	(398,259.89)	(380,000.00)	(400,000.00)	(412,000.00)
4203 - TRACK FRANCHISE	(17,189.20)	(17,267.60)	(17,000.00)	(17,000.00)	(17,000.00)
4220 - LIQUOR LICENSE	(126,331.00)	(139,517.50)	(140,000.00)	(140,000.00)	(145,000.00)
4230 - BEER LICENSE	(2,564.00)	(105.00)	0.00	0.00	0.00
4240 - CIGARETTE LICENSE	(5,800.00)	(5,750.00)	(5,800.00)	(5,400.00)	(5,400.00)
4242 - DOG LICENSES	(8,600.00)	(20,660.00)	(15,000.00)	(15,000.00)	(15,000.00)
4243 - MISC BUSINESS LICENSE	(10,169.00)	(12,436.00)	(2,800.00)	(12,000.00)	(12,000.00)
4244 - MISC NON-BUSINESS LICENSE	(20.00)	(100.00)	0.00	(100.00)	100.00
4251 - BUILDING PERMITS	(347,260.40)	(485,175.83)	(271,300.00)	(400,000.00)	(360,000.00)
4255 - RE-ROOF PERMIT	(143,025.65)	(143,661.29)	(91,100.00)	(100,000.00)	(125,000.00)
4256 - WINDOWS-DOORS-RESIDING	(25,284.00)	(27,100.00)	(19,200.00)	(19,200.00)	(24,000.00)
4259 - PLAN REVIEW FEE	(244,887.23)	(331,457.24)	(185,000.00)	(310,000.00)	(185,000.00)
4261 - PLUMBING PERMITS	(131,604.19)	(175,231.33)	(90,000.00)	(100,000.00)	(100,000.00)
4265 - MECHANICAL PERMITS	(218,400.27)	(473,322.60)	(159,000.00)	(159,000.00)	(150,000.00)
4267 - ELECTRICAL PERMITS	(102,786.34)	(108,329.60)	(90,000.00)	(60,000.00)	(75,000.00)
4272 - SEWER & WATER PERMITS	(81,865.00)	(56,045.89)	(44,100.00)	(20,000.00)	(30,000.00)
4274 - FIRE INSPECTION PERMITS	(46,041.92)	(39,748.79)	(45,000.00)	(45,000.00)	(45,000.00)
4275 - INSPECTIONS	(18,525.84)	(17,986.54)	(7,000.00)	(4,000.00)	(2,500.00)
4276 - FENCE PERMITS	(5,680.00)	(4,240.00)	(5,000.00)	0.00	0.00
4280 - ROW PERMITS	(115,742.00)	(106,584.00)	(115,000.00)	(110,000.00)	(110,000.00)
4282 - WOODLAND MANAGEMENT FEE	(1,450.00)	(1,750.00)	(1,100.00)	(2,300.00)	(1,200.00)
4299 - ELECTRONIC RECOVERY FEE	0.00	0.00	0.00	(30,700.00)	(31,000.00)
LICENSES AND PERMITS	(2,023,436.27)	(2,564,729.10)	(1,683,400.00)	(1,949,700.00)	(1,845,000.00)
INTERGOVERNMENTAL:					
4410 - FEDERAL GRANTS	(27,889.00)	(30,173.86)	(17,000.00)	(20,000.00)	(20,000.00)
4450 - STATE GRANTS & AIDS	(83,917.11)	(88,491.85)	(96,500.00)	(123,500.00)	(173,000.00)
4455 - PERA AID	(18,170.00)	(18,170.00)	(18,100.00)	(18,100.00)	(18,100.00)
4460 - STATE AID - MAINT	(569,214.60)	(554,026.00)	(554,000.00)	(577,300.00)	(454,900.00)
4462 - STATE AID - FIRE	(241,626.18)	(246,910.37)	(241,600.00)	(250,300.00)	(253,800.00)
4465 - STATE AID - POLICE	(362,890.10)	(390,012.05)	(344,900.00)	(398,100.00)	(398,100.00)

2018 Annual Budget
Company: 01000- GENERAL FUND

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
4467 - POLICE TRAINING REIMBURSEMENT	(15,659.45)	(14,995.09)	(15,000.00)	(15,000.00)	(43,200.00)
4482 - COUNTY GRANTS/AIDS	(7,367.24)	0.00	0.00	0.00	0.00
4490 - OTHER LOCAL GRANTS/AIDS	(30,000.00)	(1,500.00)	0.00	0.00	(125,000.00)
INTERGOVERNMENTAL	(1,356,733.68)	(1,344,279.22)	(1,287,100.00)	(1,402,300.00)	(1,486,100.00)
CHARGES FOR SERVICES:					
4511 - ADMINISTRATIVE CHARGES	(26,751.82)	(26,539.05)	(22,600.00)	(22,500.00)	(22,200.00)
4512 - DEVELOPMENT REIMBURSEMENT	(4,101.75)	0.00	0.00	0.00	0.00
4513 - SALE OF DOCUMENTS	(1,134.68)	(1,011.75)	(1,000.00)	(1,000.00)	(900.00)
4516 - ASSESSMENT SEARCHES	(1,300.00)	(725.00)	0.00	0.00	0.00
4525 - TITLE EXAMINATION	(300.00)	0.00	0.00	0.00	0.00
4527 - RECORDING FEE	(50.00)	0.00	0.00	0.00	100.00
4571 - APPEAL	(600.00)	(350.00)	(300.00)	(300.00)	(300.00)
4572 - SIGNS	(12,735.00)	(13,920.00)	(9,000.00)	(11,000.00)	(11,600.00)
4573 - CONCEPT REVIEWS	0.00	0.00	0.00	(800.00)	0.00
4574 - REZONE/COMP PLAN	(4,100.00)	(1,800.00)	(1,200.00)	(1,200.00)	(600.00)
4575 - ZONING LETTER	(1,000.00)	(800.00)	(700.00)	(700.00)	(800.00)
4576 - LAND DIVISION ADMIN/ANNEXATIO	0.00	0.00	0.00	(1,000.00)	(1,000.00)
4577 - EAW	(33,114.04)	0.00	0.00	(1,000.00)	0.00
4579 - P U D	(5,500.00)	(8,400.00)	(2,500.00)	(13,300.00)	(2,500.00)
4581 - PRELIMINARY PLAT	(13,000.00)	(15,100.00)	(5,000.00)	(7,100.00)	(7,500.00)
4582 - FINAL PLAT	(13,500.00)	(9,300.00)	(5,000.00)	(12,400.00)	(10,000.00)
4583 - MINOR SUBDIVISION	(3,000.00)	(650.00)	(1,500.00)	(700.00)	(1,000.00)
4584 - VACATION	(2,700.00)	(950.00)	(2,500.00)	(4,700.00)	(2,500.00)
4585 - VARIANCE	(2,650.00)	(2,125.00)	(1,300.00)	(1,000.00)	(1,000.00)
4586 - CUP	(4,800.00)	(3,575.00)	(4,000.00)	(6,000.00)	(4,000.00)
4587 - HOME OCCUPATION	0.00	(250.00)	(400.00)	(300.00)	0.00
4589 - SIGN ADJUSTMENT	(1,000.00)	(650.00)	0.00	(2,000.00)	(3,500.00)
4620 - ENGINEER FEE - PRIVATE	0.00	(89,517.94)	(50,000.00)	(200,000.00)	(125,000.00)
4621 - ENGINEER FEE - PUBLIC	(329,183.58)	(368,224.14)	(350,000.00)	(300,000.00)	(350,000.00)
4622 - PARK FEE - PUBLIC	(1,125.50)	(20,827.34)	(5,000.00)	(500.00)	(5,000.00)
4630 - GRADE FEE	(99,447.31)	(103,761.74)	(71,000.00)	(85,300.00)	(86,000.00)
4642 - POLICE SERVICES	(369,013.45)	(511,596.89)	(385,200.00)	(452,800.00)	(502,600.00)
4643 - VALLEY FAIR	0.00	0.00	(45,000.00)	(45,000.00)	(45,000.00)
4646 - FALSE ALARMS	(16,395.00)	(15,570.00)	(10,000.00)	(8,700.00)	(8,700.00)
4647 - TRIBAL CONTRIBUTION	(90,000.00)	(95,000.00)	(105,000.00)	(100,000.00)	(105,000.00)
4660 - FIRE SERVICES	(201,966.85)	(162,772.32)	(162,000.00)	(163,500.00)	(164,000.00)
4680 - MISC PUBLIC WORKS	(122,669.73)	(150.00)	0.00	0.00	0.00
4681 - CAR/TRUCK WASHES	(7,057.00)	(3,998.00)	(7,000.00)	(5,500.00)	(4,500.00)
4683 - NATURAL RESOURCE PLANTINGS	(2,489.00)	(3,089.00)	(1,500.00)	0.00	0.00
4684 - STREET SIGNS	(2,930.00)	(330.00)	0.00	0.00	0.00
4705 - ELECTRIC (SPUC)	(1,986,519.55)	(2,110,766.14)	(2,000,000.00)	(2,100,000.00)	(2,125,000.00)
4751 - REFUSE CHARGES	(17,839.97)	(20,432.97)	(12,500.00)	(15,000.00)	(15,000.00)
4761 - MEMBERSHIP - INSURANCE	(20.00)	0.00	0.00	0.00	0.00
4762 - MEMBERSHIPS	(200,588.45)	(232,104.30)	(290,000.00)	(290,000.00)	(590,000.00)
4766 - GENERAL ADMISSIONS	(183,313.51)	(195,370.36)	(225,500.00)	(240,300.00)	(262,000.00)
4770 - LESSONS	(79,114.20)	(71,322.00)	(120,000.00)	(100,000.00)	(110,000.00)
4774 - ICE RENTAL - PRIME TAXABLE	(73,247.97)	(92,143.08)	(120,000.00)	(140,000.00)	(160,000.00)
4775 - ICE RENTAL - PRIME EXEMPT	(207,326.31)	(215,266.66)	(426,000.00)	(426,000.00)	(440,000.00)
4780 - YOUTH ACTIVITIES	(190,424.41)	(178,614.55)	(206,000.00)	(200,000.00)	(216,000.00)
4781 - YOUTH SPORTS ASSOCIATIONS	0.00	0.00	(65,000.00)	(65,000.00)	(70,000.00)
4794 - ADULT SPORTS	0.00	0.00	(40,000.00)	0.00	(40,000.00)
4795 - ADULT ACTIVITIES	(43,620.49)	(43,757.72)	(21,500.00)	(51,500.00)	(20,000.00)

2018 Annual Budget
Company: 01000- GENERAL FUND

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
4796 - ROOM RENTALS	(13,170.43)	(11,265.81)	(38,000.00)	(38,750.00)	(54,000.00)
4797 - ROOM RENTAL - EXEMPT	(25.00)	0.00	(500.00)	0.00	0.00
4798 - PARK FACILITY RENTAL	(33,047.60)	(40,273.16)	(37,000.00)	(36,500.00)	(36,500.00)
4799 - PARK FIELD RENTALS	(646.88)	0.00	(500.00)	(600.00)	(600.00)
4800 - SKATE SHARPENING	(2,888.47)	(3,005.69)	(3,000.00)	(5,500.00)	(6,000.00)
4801 - DAMAGE DEPOSIT	(2,676.29)	(700.00)	(3,500.00)	(1,500.00)	(1,500.00)
4808 - PARK FACILITY RENT - EXEMPT	(85.00)	(585.00)	(800.00)	(800.00)	(800.00)
4810 - CONCESSION STANDS	(34,377.64)	(35,994.44)	(33,600.00)	(33,500.00)	(34,100.00)
4812 - VENDING CONCESSION COMMISSION	(5,108.54)	(4,700.56)	(6,000.00)	(5,400.00)	(7,200.00)
4814 - NON-RESIDENT FEE	0.00	0.00	0.00	0.00	0.00
4816 - NON-RESIDENT FEE/TOWNSHIP PYMT	(2,280.00)	0.00	(1,500.00)	(1,500.00)	(1,500.00)
4817 - ARENA ADVERTISING	0.00	(30,144.71)	(25,000.00)	(25,000.00)	(40,000.00)
4818 - OTHER RECREATION FEES	(2,478.97)	(3,083.96)	(3,000.00)	(4,000.00)	(4,500.00)
CHARGES FOR SERVICES	(4,452,414.39)	(4,750,514.28)	(4,927,600.00)	(5,229,150.00)	(5,699,800.00)
FINES & FORFEITS:					
4821 - FINES & FORFEITS	(7,093.46)	(11,213.08)	(1,500.00)	(1,500.00)	(1,500.00)
FINES & FORFEITS	(7,093.46)	(11,213.08)	(1,500.00)	(1,500.00)	(1,500.00)
MISCELLANEOUS:					
4833 - INTEREST	(130,635.63)	(158,520.56)	(135,000.00)	(150,000.00)	(150,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	19,850.34	39,756.63	0.00	0.00	0.00
4530 - ANTENNA RENTAL	(9,095.67)	(9,459.54)	(9,800.00)	(9,800.00)	(10,000.00)
4843 - COMMISSIONS	(10,559.87)	(11,118.43)	0.00	0.00	0.00
4845 - CONTRIBUTIONS	(18,992.00)	(7,266.09)	(4,500.00)	(6,700.00)	(16,800.00)
4850 - MISCELLANEOUS	(45,777.23)	(14,220.95)	(11,300.00)	(9,700.00)	(29,700.00)
4852 - INSURANCE DIVIDENDS/FEES	(120,844.33)	(55,000.00)	(62,600.00)	0.00	0.00
4853 - INSURANCE REIMBURSEMENT	(2,870.16)	(2,905.00)	0.00	0.00	0.00
MISCELLANEOUS	(318,924.55)	(218,733.94)	(223,200.00)	(176,200.00)	(206,500.00)
REVENUES	(24,330,719.61)	(25,927,490.95)	(24,703,200.00)	(25,330,550.00)	(26,345,900.00)
EXPENDITURES:					
WAGES & BENEFITS:					
6002 - WAGES	8,866,770.88	9,606,013.42	10,633,900.00	10,476,600.00	11,271,900.00
6005 - OVERTIME-FT	338,157.66	419,731.21	320,800.00	440,485.00	439,200.00
6010 - PREMIUM PAY	10,761.52	10,869.65	9,000.00	9,000.00	9,000.00
6015 - WAGES - PART TIME/TEMP	896,510.27	900,417.16	1,217,600.00	1,243,000.00	1,424,300.00
6017 - OVERTIME-PART TIME/TEMP	8,569.49	9,266.33	9,700.00	17,900.00	14,100.00
WAGES	10,120,769.82	10,946,297.77	12,191,000.00	12,186,985.00	13,158,500.00
6122 - PERA	1,089,429.03	1,174,493.41	1,225,600.00	1,211,700.00	1,310,000.00
6124 - FICA	452,828.55	490,320.79	640,200.00	632,700.00	701,400.00
6135 - HEALTH	1,135,476.07	1,057,406.31	1,183,900.00	1,217,500.00	1,480,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	49,648.47	54,483.62	59,300.00	58,300.00	61,400.00
6140 - LIFE/LTD	25,199.13	30,915.89	30,900.00	30,300.00	32,600.00
6145 - DENTAL	57,732.11	61,186.92	70,900.00	69,700.00	73,500.00
6160 - UNEMPLOYMENT	513.80	14,777.88	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	374,375.94	417,074.03	326,300.00	362,000.00	402,100.00
6180 - COMPENSATED ABSENCES	129,648.98	231,551.37	0.00	160,700.00	208,400.00
6186 - PENSION EXPENSE	42,480.00	69,345.00	45,000.00	100,000.00	120,000.00
BENEFITS	3,357,332.08	3,601,555.22	3,582,100.00	3,842,900.00	4,389,600.00
WAGES & BENEFITS	13,478,101.90	14,547,852.99	15,773,100.00	16,029,885.00	17,548,100.00
SUPPLIES AND SERVICES:					

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Company: 01000- GENERAL FUND

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
6202 - OPERATING SUPPLIES	455,810.19	394,900.89	412,450.00	382,450.00	435,900.00
6203 - TOOLS	3,396.79	87.09	1,500.00	500.00	500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	16,086.40	73,141.62	11,500.00	13,000.00	3,000.00
6205 - GRANT EXPENDITURES	28,713.80	3,053.93	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	19,512.43	25,172.29	30,500.00	25,370.00	29,100.00
6211 - RECREATION SUPPLIES	32,411.18	41,630.64	57,200.00	0.00	0.00
6212 - UNIFORMS/CLOTHING	86,331.53	59,401.58	66,950.00	104,100.00	99,400.00
6213 - FOOD	8,194.70	8,323.91	8,550.00	8,150.00	12,150.00
6215 - MATERIALS	172,689.93	185,978.34	181,700.00	169,700.00	175,000.00
6222 - MOTOR FUELS & LUBRICANTS	164,209.08	146,923.41	186,700.00	169,600.00	183,800.00
6230 - BUILDING MAINT SUPPLIES	56,113.13	52,425.27	77,000.00	66,500.00	74,000.00
6240 - EQUIPMENT MAINT SUPPLIES	106,591.51	109,596.55	97,600.00	110,900.00	121,800.00
6250 - MERCHANDISE	39,849.31	23,471.10	39,050.00	24,100.00	24,350.00
6280 - PURCHASE OF EVIDENCE	60.00	0.00	0.00	0.00	0.00
6281 - PURCHASE OF INFORMATION	60.00	0.00	0.00	0.00	0.00
6310 - ATTORNEY	81,034.46	52,876.59	72,050.00	63,050.00	71,400.00
6312 - ENGINEERING/DESIGN CONSULTANT	6,830.13	18,384.25	15,000.00	25,000.00	19,000.00
6314 - COMPUTER SERVICES	0.00	0.00	0.00	0.00	500.00
6315 - BUILDING MAINT.	158,965.82	168,157.26	174,500.00	164,400.00	167,500.00
6316 - EQUIPMENT MAINTENANCE	193,217.89	190,614.87	274,400.00	186,250.00	171,750.00
6318 - FILING FEES	564.65	1,728.00	2,250.00	2,000.00	2,300.00
6320 - LODGING TAX	336,664.71	368,110.41	332,500.00	332,500.00	351,500.00
6322 - PAVEMENT PRESERVATION	527,216.61	402,217.66	480,000.00	482,000.00	480,000.00
6324 - TRANSPORTATION	9,987.75	6,779.46	8,000.00	0.00	0.00
6325 - PERFORMERS/ INSTRUCTORS	17,745.49	14,091.21	23,800.00	0.00	0.00
6326 - CLEANING SERVICES	87,237.00	87,398.95	131,100.00	147,800.00	200,800.00
6327 - OTHER PROF SERVICES	1,005,845.09	872,594.61	895,700.00	926,750.00	1,053,500.00
6332 - POSTAGE	26,741.04	32,119.80	37,350.00	34,000.00	32,850.00
6334 - TELEPHONE	74,271.31	78,386.37	80,100.00	78,500.00	79,000.00
6336 - PRINTING/PUBLISHING	103,067.78	111,922.13	115,500.00	95,400.00	95,900.00
6338 - ADVERTISING	4,961.95	7,867.16	19,800.00	4,500.00	9,100.00
6339 - COMPUTER ACCESS	10,356.74	9,195.04	5,700.00	5,300.00	8,900.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	386,150.00	379,400.00	375,500.00	390,000.00
6352 - LIABILITY	411,998.37	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	10,077.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6360 - UTILITY SERVICE	0.00	0.00	0.00	1,000.00	2,800.00
6362 - ELECTRIC	407,884.15	498,881.42	464,500.00	567,000.00	618,000.00
6364 - WATER	36,830.22	38,442.84	62,300.00	51,100.00	57,500.00
6365 - GAS	118,463.28	98,747.95	159,900.00	169,200.00	170,300.00
6366 - SEWER	9,295.92	10,696.58	14,200.00	15,600.00	18,100.00
6367 - REFUSE	1,345.25	2,382.20	10,000.00	5,300.00	10,200.00
6368 - STORM	25,087.20	32,061.95	39,400.00	32,800.00	33,700.00
6400 - RENTALS	0.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	175,804.61	215,348.84	259,100.00	266,925.00	280,100.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	343,200.00	349,800.00	365,700.00	365,700.00	384,100.00
6420 - EQUIPMENT RENT	2,854.34	3,523.78	10,900.00	42,500.00	53,700.00
6425 - EQUIPMENT RENT (IS FUND)	464,384.16	612,867.96	787,800.00	787,800.00	889,300.00
6430 - BUILDING RENT (IS FUND)	702,429.96	723,509.88	804,900.00	804,900.00	895,300.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6435 - OTHER RENT	135,481.05	12,112.74	13,000.00	13,250.00	10,500.00
6440 - PARK RENT (IS FUND)	0.00	128,750.04	372,000.00	372,000.00	427,400.00

2018 Annual Budget
Company: 01000- GENERAL FUND

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
6471 - WELLNESS PROGRAM	7,497.81	12,425.49	8,000.00	9,000.00	12,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	119,556.04	109,947.60	148,050.00	105,845.00	122,350.00
6475 - TRAVEL/SUBSISTENCE	42,665.83	56,080.17	69,300.00	62,050.00	68,100.00
6480 - DUES	162,286.13	165,754.91	173,550.00	173,925.00	182,800.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	3,991.13	4,458.37	5,950.00	5,900.00	5,900.00
SUPPLIES AND SERVICES	7,015,870.85	7,008,493.11	7,986,400.00	7,849,115.00	8,535,150.00
MISCELLANEOUS EXPENSE:					
6610 - AWARDS & DAMAGES	1,581.60	5,000.00	0.00	1,800.00	0.00
6620 - PROPERTY TAX/SPECIAL ASSESS	0.00	3,854.72	0.00	0.00	0.00
6630 - PAYMENT TO FIRE RELIEF	247,626.18	246,910.37	241,600.00	250,300.00	253,800.00
6640 - DESIGNATED MISCELLANEOUS	168,198.72	39,411.52	110,000.00	100,000.00	100,000.00
6645 - SERVICE AWARDS	1,815.33	2,749.62	5,000.00	3,500.00	3,500.00
6650 - CREDIT CARD FEES	22,498.54	23,162.50	24,000.00	20,000.00	20,000.00
6660 - BANK FEES- NSF FEE	(204.71)	109.12	600.00	500.00	500.00
6661 - CASH SHORT	(20.76)	86.08	0.00	150.00	150.00
6670 - RECREATION SCHOLARSHIPS	1,713.00	1,560.50	2,500.00	2,500.00	2,500.00
6671 - DONATED GIFT CARDS	(90.75)	0.00	0.00	0.00	0.00
6681 - CONTINGENCY	0.00	0.00	110,000.00	110,000.00	110,000.00
6685 - CONTINGENCY - DESIGNATED	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	443,117.15	322,844.43	493,700.00	488,750.00	490,450.00
CAPITAL OUTLAY:					
6740 - EQUIPMENT	104,866.44	37,422.57	0.00	100,000.00	0.00
6760 - IMPROVEMENTS	21,800.45	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	126,666.89	37,422.57	0.00	100,000.00	0.00
DEBT SERVICE:					
6830 - CAPITAL LEASE PAYMENT	0.00	0.00	0.00	13,800.00	16,400.00
6890 - DEBT SERVICE - OTHER CHARGES	0.00	0.00	0.00	2,800.00	5,800.00
DEBT SERVICE	0.00	0.00	0.00	16,600.00	22,200.00
EXPENDITURES	21,063,756.79	21,916,613.10	24,253,200.00	24,484,350.00	26,595,900.00
OTHER FINANCING:					
TRANSFERS IN:					
8010 - OPERATING TRANSFERS IN	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)
TRANSFERS IN	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)	(250,000.00)
TRANSFERS OUT:					
8053 - TRANSFERS OUT	1,615,466.00	75,000.00	0.00	0.00	0.00
8054 - OPERATING TRANSFER/DEBT SERV	0.00	170,000.00	0.00	0.00	0.00
8056 - OPERATING TRANSFER/CAPITAL FD	1,000,000.00	2,200,000.00	0.00	0.00	0.00
8058 - OPERATING TRANSFER SPEC REV	900,000.00	903,754.50	700,000.00	700,000.00	0.00
TRANSERS OUT	3,515,466.00	3,348,754.50	700,000.00	700,000.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET:					
4855 - SALE OF ASSETS	(566.00)	(9,133.93)	0.00	(3,750.00)	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	(566.00)	(9,133.93)	0.00	(3,750.00)	0.00
OTHER FINANCING	3,264,900.00	3,089,620.57	450,000.00	446,250.00	(250,000.00)
Total 01000 - GENERAL FUND	(2,062.82)	(921,257.28)	0.00	(399,950.00)	0.00

2018 Annual Budget
Company: 01000- GENERAL FUND EXPENDITURES

Division	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
01000 - GENERAL FUND					
11 - MAYOR & COUNCIL	208,849.31	171,877.04	197,900.00	179,670.00	169,300.00
12 - ADMINISTRATION	1,096,914.75	1,430,284.70	1,707,000.00	1,676,980.00	1,835,300.00
13 - CITY CLERK	384,512.61	327,234.59	318,000.00	305,150.00	405,400.00
15 - FINANCE	1,123,583.39	1,194,484.70	1,207,900.00	1,215,670.00	1,265,700.00
17 - PLANNING & DEVELOPMENT	475,453.45	470,494.14	586,800.00	625,170.00	848,400.00
18 - FACILITIES	378,072.13	370,740.85	384,800.00	372,720.00	398,800.00
31 - POLICE DEPARTMENT	7,527,529.70	7,795,470.53	7,980,000.00	8,224,000.00	8,694,400.00
32 - FIRE	2,096,522.27	2,112,184.09	2,160,400.00	2,169,100.00	2,467,200.00
33 - BUILDING INSPECTIONS	645,719.73	715,667.17	796,200.00	812,840.00	810,600.00
41 - ENGINEERING	642,942.18	607,934.15	786,200.00	770,450.00	817,600.00
42 - STREET MAINTENANCE	2,001,288.78	2,004,914.40	2,151,100.00	2,118,960.00	2,201,700.00
44 - FLEET	392,052.64	448,324.34	435,000.00	444,060.00	464,200.00
46 - PARK MAINTENANCE	1,572,213.58	1,601,390.25	1,936,300.00	1,934,720.00	2,060,300.00
66 - NATURAL RESOURCES	106,458.06	178,269.05	198,000.00	163,840.00	126,200.00
67 - RECREATION	2,238,397.36	2,452,507.54	3,190,000.00	3,254,770.00	3,814,500.00
91 - UNALLOCATED	173,246.85	34,835.56	217,600.00	216,250.00	216,300.00
Total 01000 - GENERAL FUND	21,063,756.79	21,916,613.10	24,253,200.00	24,484,350.00	26,595,900.00



2018 Annual Budget

Operating Budget

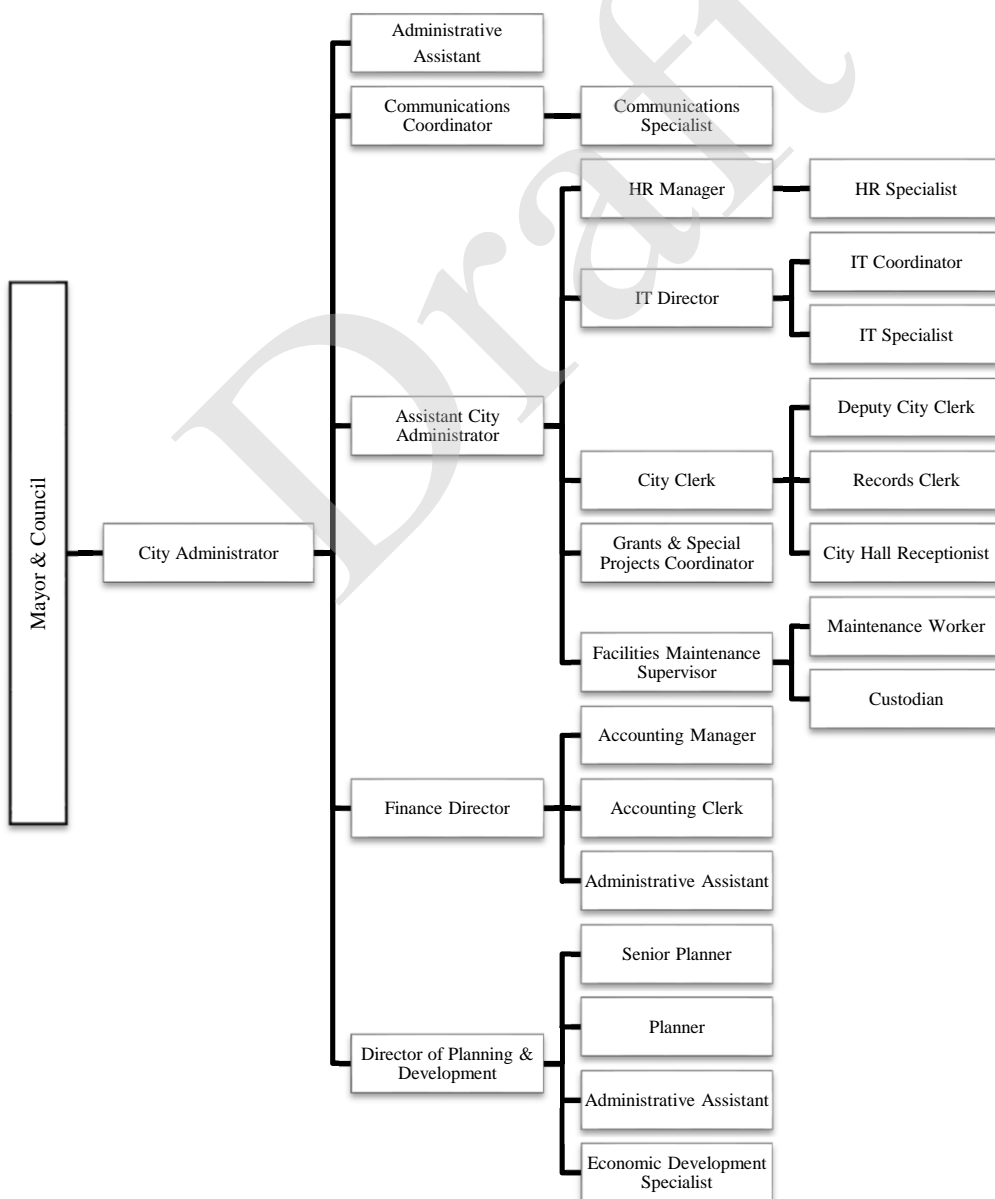
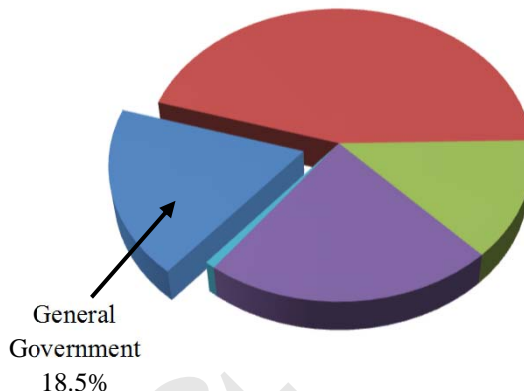
General Government

Divisions:

The main divisions under General Government consist of the following:

- Mayor and Council
- Administration
- Clerk
- Finance
- Planning & Development
- Facilities

Expenditures as % of General Fund





Description of Services:

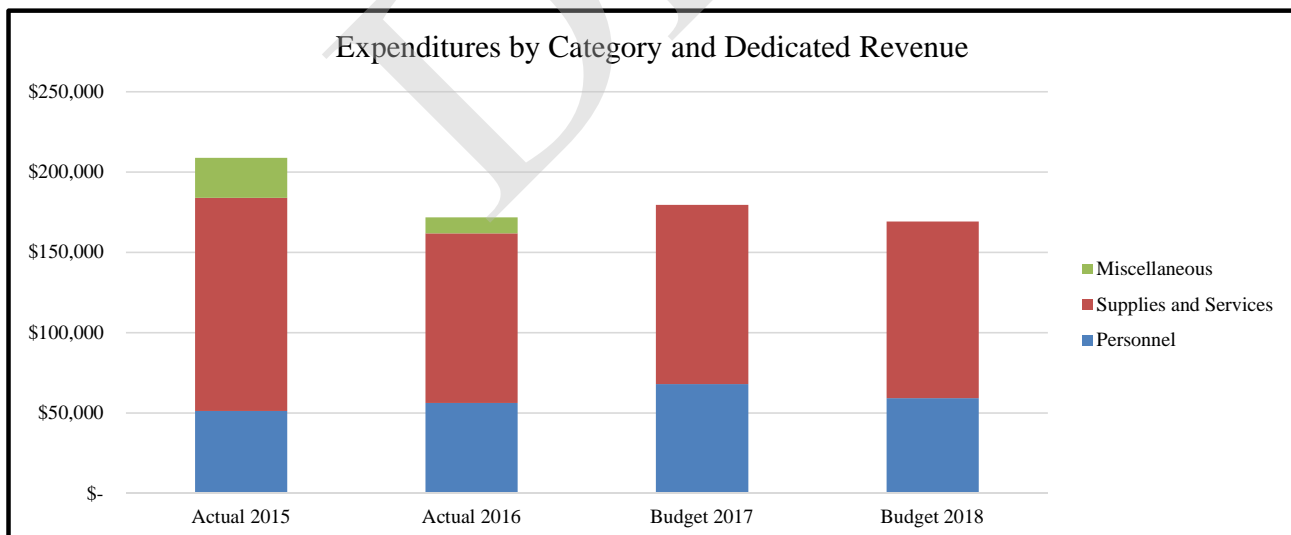
As the elected policy-making body for the City of Shakopee, the mayor and City Council are here for you, the residents of Shakopee. The mayor and City Council are regularly asked to make difficult decisions based on information and recommendations provided to them by staff, as well as input from the community. The job is not always easy, but they are public servants who accept the responsibility to do all they can to make Shakopee an even better place to live, work and play.

The mayor and council are responsible for adopting ordinances, setting policy, adopting budgets and reviewing certain projects, as well as providing oversight to the administration. They typically meet as a group on the first and third Tuesdays of every month, but due to the nature of city business, they may be called in for special meetings or workshops. In addition to regular meetings as a council, they are assigned committees to serve on; this helps them maintain relationships with community, regional, state-wide and national-level groups to ensure that Shakopee's voice is heard.

The mayor and City Council members are elected for staggered four-year terms. The mayor serves as chief executive officer of the city and chairman of the City Council. The mayor attends many events throughout the year as ambassador of the city. The mayor is a voting member of the City Council but has no veto power.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 51,457	\$ 56,447	\$ 77,100	\$ 68,100	\$ 59,400
Supplies and Services	132,615	105,342	110,800	111,570	109,900
Miscellaneous	24,777	10,088	10,000	-	-
Totals	\$ 208,849	\$ 171,877	\$ 197,900	\$ 179,670	\$ 169,300



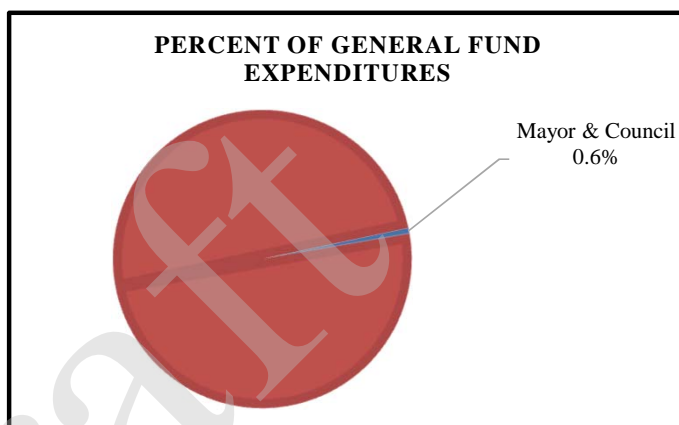
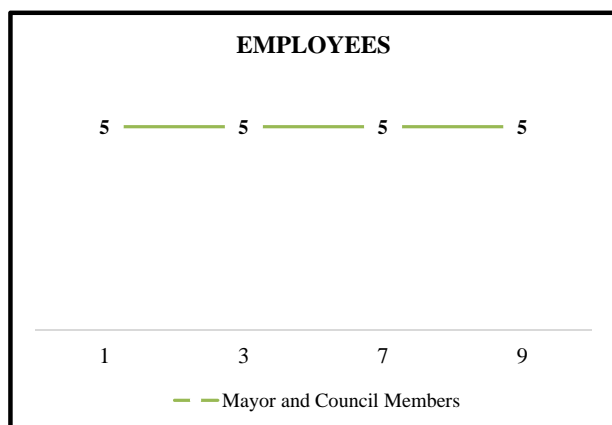
Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Council Meetings & Work Sessions	30	31	27	TBD

Budget Impact:

The 2018 Mayor and City Council budget is similar to previous years with only minor changes. Part-time wages for the transcribing of meeting minutes were moved to the city clerk's budget, while designated miscellaneous funding was removed to ensure our budgets are as accurate and transparent as possible.

The largest portion of the mayor and council budget are membership dues to various organizations. Membership provides value to the city in terms of connection with other agencies and opportunity for collaboration. Among the organizations we actively engage with are the Scott County Association for Leadership and Efficiency (SCALE), the League of Minnesota Cities and the Association of Metropolitan Municipalities. Each relationship helps the mayor, City Council and city staff improve efficiency, stay atop of issues at the state and federal level and ensure that Shakopee's voice is heard on important issues outside the city limits.



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2017 Annual Budget
Division: 11- MAYOR & COUNCIL

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
11 - MAYOR & COUNCIL					
6002 - WAGES	45,154.24	50,049.89	51,500.00	51,500.00	51,500.00
6005 - OVERTIME-FT	214.99	0.00	1,200.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	16,000.00	8,000.00	0.00
WAGES	45,369.23	50,049.89	68,700.00	59,500.00	51,500.00
6122 - PERA	2,277.89	2,502.67	3,900.00	3,900.00	3,900.00
6124 - FICA	3,469.16	3,828.74	4,300.00	4,500.00	3,900.00
6135 - HEALTH	179.53	0.00	0.00	0.00	0.00
6139 - POST EMPLOYMENT HEALTH PLAN	6.85	0.00	0.00	0.00	0.00
6140 - LIFE/LTD	2.62	0.00	0.00	0.00	0.00
6145 - DENTAL	7.91	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	143.54	65.79	200.00	200.00	100.00
BENEFITS	6,087.50	6,397.20	8,400.00	8,600.00	7,900.00
WAGES & BENEFITS	51,456.73	56,447.09	77,100.00	68,100.00	59,400.00
6202 - OPERATING SUPPLIES	96.89	904.60	1,200.00	1,200.00	1,200.00
6204 - FURNISHINGS (NOT CAPITALIZED)	672.50	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	0.00	60.87	200.00	200.00	200.00
6213 - FOOD	288.41	197.57	400.00	400.00	400.00
6310 - ATTORNEY	11,335.12	14,240.00	12,500.00	15,000.00	15,000.00
6327 - OTHER PROF SERVICES	26,814.12	0.00	1,000.00	1,000.00	0.00
6332 - POSTAGE	19.99	0.00	0.00	0.00	0.00
6336 - PRINTING/PUBLISHING	855.26	333.55	400.00	200.00	400.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	220.00	300.00	270.00	300.00
6352 - LIABILITY	240.00	0.00	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	15,080.04	15,530.04	17,300.00	17,300.00	15,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,720.00	832.53	1,400.00	1,400.00	1,400.00
6475 - TRAVEL/SUBSISTENCE	5,819.55	103.46	3,000.00	1,500.00	2,000.00
6480 - DUES	69,673.25	72,919.75	73,100.00	73,100.00	73,100.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	0.00	0.00	0.00	0.00
SUPPLIES AND SERVICES	132,615.13	105,342.37	110,800.00	111,570.00	109,900.00
6640 - DESIGNATED MISCELLANEOUS	24,777.45	10,087.58	10,000.00	0.00	0.00
MISCELLANEOUS EXPENSE	24,777.45	10,087.58	10,000.00	0.00	0.00
Total 11 - MAYOR & COUNCIL	208,849.31	171,877.04	197,900.00	179,670.00	169,300.00

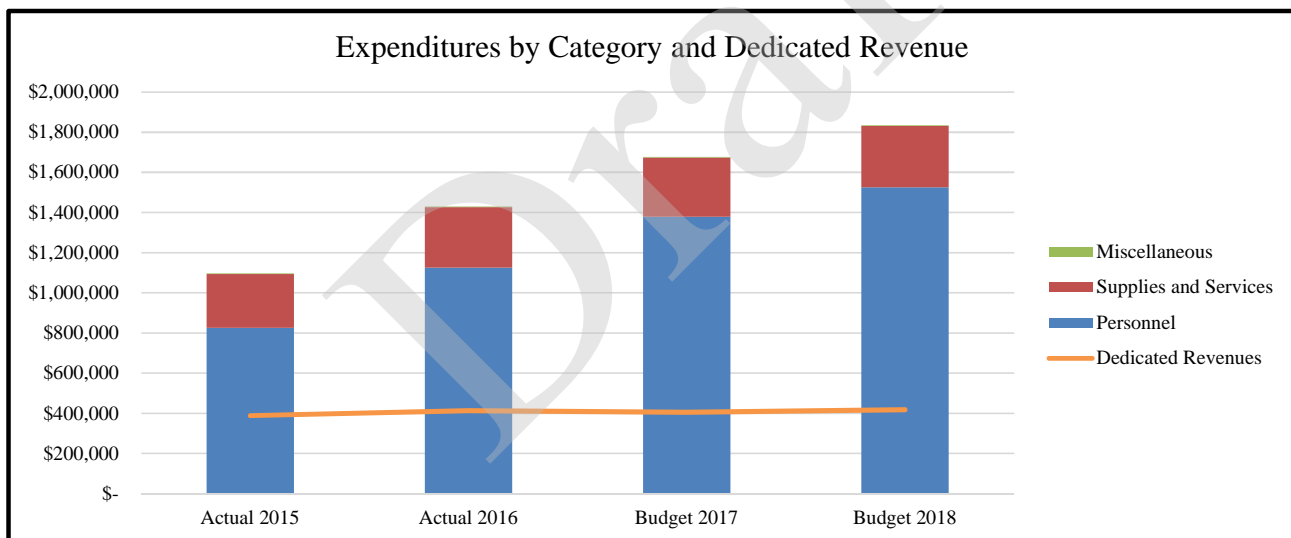


Description of Services:

The Department of Administration is responsible for the direction and coordination of all city departments in carrying out the policies established by the City Council, preparation of the annual budget and recommendations to the council regarding existing and new policies and programs. The Department is also responsible for all personnel matters, including payroll and benefits; communications activities, such as the city's website and newsletter; and telecommunications functions, including operation of the Government Access Channel. Information Technology and Facilities Maintenance are also part of the Department of Administration, but facilities maintenance is funded through individual divisions elsewhere

Budget:

	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Expenditures by Category					
Personnel	\$ 826,648	\$ 1,126,218	\$ 1,393,000	\$ 1,379,000	\$ 1,525,500
Supplies and Services	266,870	301,317	309,000	294,480	306,300
Miscellaneous	3,397	2,750	5,000	3,500	3,500
Totals	\$ 1,096,915	\$ 1,430,285	\$ 1,707,000	\$ 1,676,980	\$ 1,835,300
Dedicated Revenues	\$ 389,025	\$ 414,520	\$ 392,000	\$ 406,500	\$ 419,000



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
New Hires (Full & Part Time, Election Judges, Seasonal)	97	121	73	Not Available
Computers and Equipment Supported by IT	512	512	625	653
Help desk tickets	1,100	1,100	1,600	1,800
Software Apps Supported	56	56	78	82
Website Visits	267,998	280,438	282,000	290,000
Facebook Likes	9,159	14,655	18,000	21,600
Twitter Followers	6,455	8,500	9,000	10,800
Shakopee Government TV Programs	173	155	156	160
Hometown Messenger and Email Newsletters	64	75	76	82

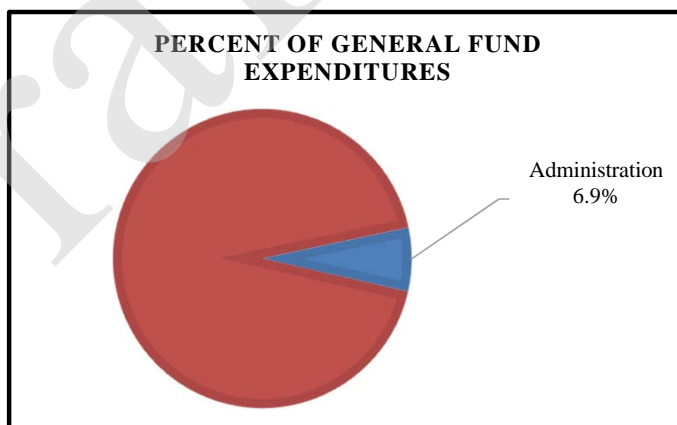
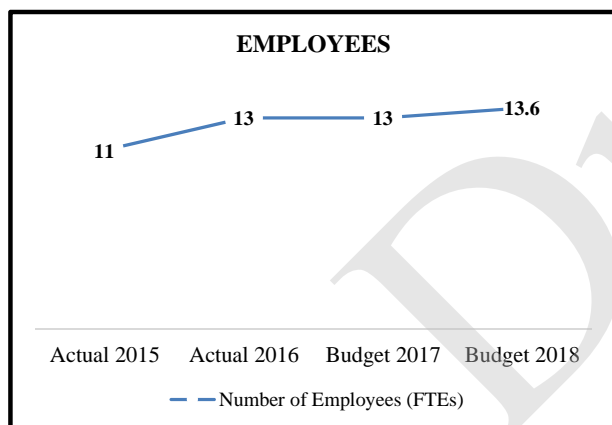
Budget Impact:

The Department of Administration serves those who serve you. Much of our work is ensuring staff in other departments can serve you as efficiently and effectively as possible. We strive to provide an example of excellence in customer service throughout our organization. In 2018, we plan to start measuring our effectiveness in delivering customer service to our internal customers.

In the past two years, the number of technology devices and software apps supported by our IT team has increased by more than 25 percent. These devices and apps, such as body cameras for police and software tools to improve efficiency in permitting, help our organization work smarter. In 2018, our IT team will streamline the process we use to prioritize technology implementation projects.

Our Human Resources team supports management and our employees to ensure we have a workforce that is engaged and trained. In 2017, we took steps to ensure our compensation was aligned with the market, updated policies, revamped our employee health insurance plans and laid the groundwork for a robust performance management system across the city. In 2018, Human Resources will be focusing on improving employee engagement, training and stabilizing our employee health insurance plan offerings.

In today's world, communication is becoming increasingly important. You expect to have information available at your fingertips when you come to our website or look at social media. In 2018, we are adding a part-time communications specialist to provide even more information to you. We plan to offer more proactive and engaging information so that you can stay up to date with what is going on in your city.



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2017 Annual Budget
Division: 12- ADMINISTRATION

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
12 - ADMINISTRATION					
6002 - WAGES	639,130.77	864,520.57	1,083,200.00	1,048,400.00	1,113,400.00
6005 - OVERTIME-FT	1,991.59	3,639.69	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	6,628.61	4,618.79	21,100.00	23,700.00	56,800.00
WAGES	647,750.97	872,779.05	1,104,300.00	1,072,100.00	1,170,200.00
6122 - PERA	48,248.83	64,355.24	82,500.00	79,700.00	87,400.00
6124 - FICA	47,098.15	62,525.84	84,300.00	81,900.00	89,500.00
6135 - HEALTH	74,309.00	74,159.47	100,800.00	109,600.00	136,600.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,547.20	4,595.76	5,500.00	5,300.00	5,500.00
6140 - LIFE/LTD	1,668.81	2,222.55	3,100.00	3,000.00	3,100.00
6145 - DENTAL	3,350.17	3,822.00	6,600.00	6,300.00	6,600.00
6160 - UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	4,402.68	6,519.60	5,900.00	5,100.00	5,600.00
6180 - COMPENSATED ABSENCES	(3,728.00)	26,996.17	0.00	16,000.00	21,000.00
6186 - PENSION EXPENSE	0.00	8,242.00	0.00	0.00	0.00
BENEFITS	178,896.84	253,438.63	288,700.00	306,900.00	355,300.00
WAGES & BENEFITS	826,647.81	1,126,217.68	1,393,000.00	1,379,000.00	1,525,500.00
6202 - OPERATING SUPPLIES	2,417.74	670.23	2,700.00	1,200.00	1,700.00
6204 - FURNISHINGS (NOT CAPITALIZED)	918.04	7,694.49	3,500.00	7,000.00	0.00
6210 - OFFICE SUPPLIES	2,298.37	2,122.69	3,200.00	2,100.00	2,500.00
6212 - UNIFORMS/CLOTHING	45.00	0.00	0.00	800.00	0.00
6213 - FOOD	984.79	295.00	400.00	300.00	200.00
6222 - MOTOR FUELS & LUBRICANTS	506.68	615.58	700.00	700.00	700.00
6240 - EQUIPMENT MAINT SUPPLIES	128.70	1,358.87	100.00	500.00	500.00
6310 - ATTORNEY	13,516.84	10,149.84	12,300.00	13,000.00	15,000.00
6316 - EQUIPMENT MAINTENANCE	850.71	0.00	1,900.00	1,600.00	1,600.00
6318 - FILING FEES	52.65	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	54,372.53	61,787.41	28,200.00	41,300.00	40,600.00
6332 - POSTAGE	8,099.60	10,661.25	12,400.00	10,300.00	10,400.00
6334 - TELEPHONE	7,188.50	8,476.42	10,100.00	8,300.00	8,700.00
6336 - PRINTING/PUBLISHING	16,355.97	21,016.67	18,800.00	18,400.00	18,400.00
6338 - ADVERTISING	1,861.40	410.29	300.00	0.00	100.00
6339 - COMPUTER ACCESS	471.25	105.03	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	6,440.00	6,400.00	5,880.00	6,100.00
6352 - LIABILITY	5,321.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	46,315.90	59,631.30	51,600.00	56,800.00	61,700.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	26,400.00	30,799.92	32,200.00	32,200.00	33,900.00
6420 - EQUIPMENT RENT	284.75	279.14	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	22,809.96	23,490.00	45,000.00	45,000.00	41,300.00
6435 - OTHER RENT	0.00	19.96	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	39,352.41	38,268.59	57,900.00	27,400.00	36,900.00
6475 - TRAVEL/SUBSISTENCE	5,721.53	2,114.99	8,200.00	8,200.00	9,200.00
6480 - DUES	2,843.89	2,395.04	4,400.00	4,400.00	4,600.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	253.99	89.20	700.00	100.00	200.00
6471 - WELLNESS PROGRAM	7,497.81	12,425.49	8,000.00	9,000.00	12,000.00
SUPPLIES AND SERVICES	266,870.01	301,317.40	309,000.00	294,480.00	306,300.00
6610 - AWARDS & DAMAGES	1,581.60	0.00	0.00	0.00	0.00
6645 - SERVICE AWARDS	1,815.33	2,749.62	5,000.00	3,500.00	3,500.00
MISCELLANEOUS EXPENSE	3,396.93	2,749.62	5,000.00	3,500.00	3,500.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 12 - ADMINISTRATION	1,096,914.75	1,430,284.70	1,707,000.00	1,676,980.00	1,835,300.00

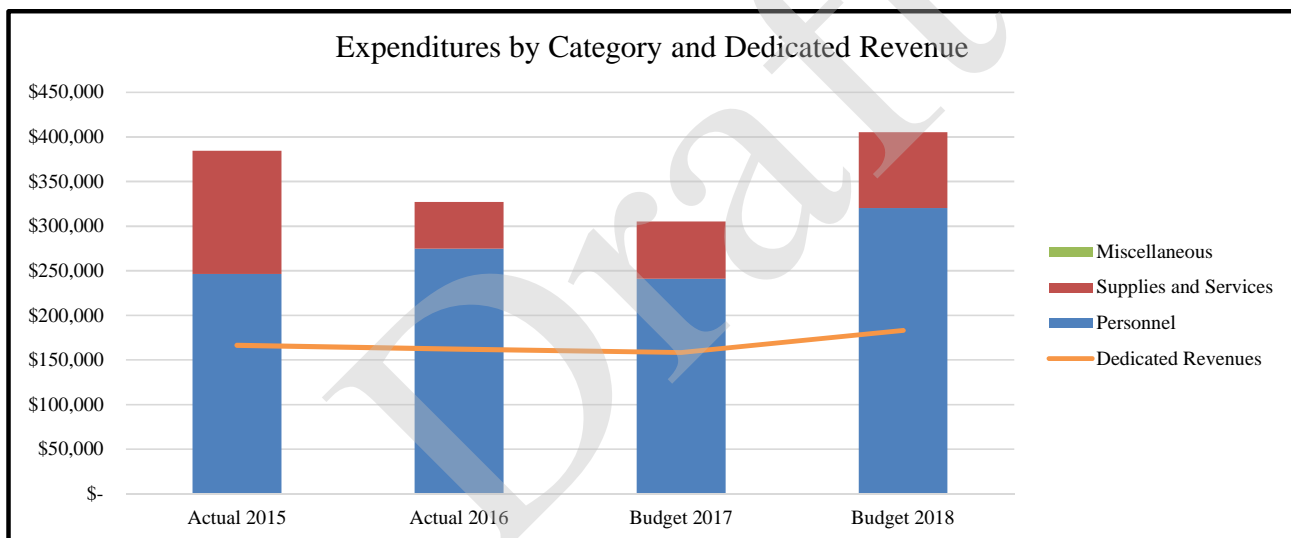


Description of Services:

The City Clerk's office is responsible for administering elections, issuance of licenses, preparation of Council minutes, assistance in the preparation of agendas, maintenance of official records, publication of legal notices, as well as a consistent standard of providing customer service to the public.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 246,717	\$ 274,743	\$ 240,700	\$ 241,200	\$ 320,400
Supplies and Services	137,848	52,492	77,300	63,950	85,000
Miscellaneous	(52)	-	-	-	-
Totals	\$ 384,513	\$ 327,235	\$ 318,000	\$ 305,150	\$ 405,400
Dedicated Revenues	\$ 166,498	\$ 162,409	\$ 149,600	\$ 158,500	\$ 183,200



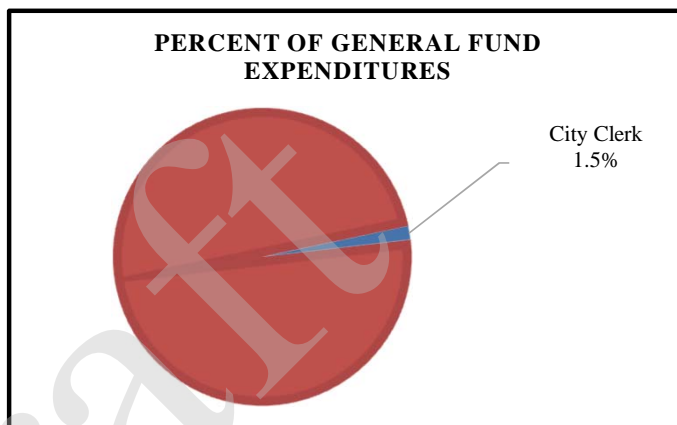
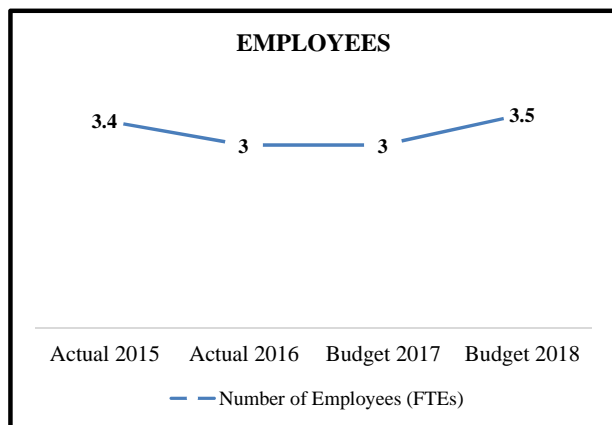
Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of licenses issued	241	200	280	280
Registered Voters	20,320	21,383	No Elections	22,000
Voter Turnout	4,473	19,230	No Elections	20,000
Election Judges	80	175	No Elections	175

Budget Impact:

Among the primary objectives of the city are to provide excellent customer service to you and to work as efficiently as possible. The City Clerk's office is a major player for both objective, as it serves as a hub for information throughout the city.

When you walk in the door at the city hall or call city hall's general phone number, typically the person you see or speak to first is from the city clerk's office. Our customer service staff is the helpful person who greets you and gets you where you need to go, but so much more is going on in the background. Our staff is also taking payments, scanning and filing documents into our electronic repository and transcribing meeting minutes. In 2018, we are adding a half-time staff person to help improve our customer service to you. This addition will help ensure consistency in the customer service you receive when you come to city hall. We also plan to use lessons learned in customer service to help train our customer service staff throughout the organization.



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2017 Annual Budget
Division: 13- CITY CLERK

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
13 - CITY CLERK					
6002 - WAGES	139,552.49	151,452.05	156,900.00	157,100.00	185,400.00
6005 - OVERTIME-FT	2,382.28	2,126.48	1,000.00	1,000.00	1,500.00
6015 - WAGES - PART TIME/TEMP	49,545.78	64,354.15	28,600.00	26,400.00	65,600.00
6017 - OVERTIME-PART TIME/TEMP	0.00	203.79	100.00	0.00	0.00
WAGES	191,480.55	218,136.47	186,600.00	184,500.00	252,500.00
6122 - PERA	12,402.87	13,277.78	13,800.00	13,800.00	16,100.00
6124 - FICA	12,245.32	13,379.73	14,200.00	14,100.00	19,300.00
6135 - HEALTH	23,034.35	20,004.71	21,800.00	21,800.00	23,900.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,048.75	1,097.54	1,300.00	1,300.00	1,300.00
6140 - LIFE/LTD	454.94	469.74	500.00	500.00	500.00
6145 - DENTAL	999.43	1,008.00	1,500.00	1,500.00	1,500.00
6170 - WORKERS COMPENSATION	1,582.17	1,903.97	1,000.00	1,000.00	1,500.00
6180 - COMPENSATED ABSENCES	3,468.14	5,464.59	0.00	2,700.00	3,800.00
BENEFITS	55,235.97	56,606.06	54,100.00	56,700.00	67,900.00
WAGES & BENEFITS	246,716.52	274,742.53	240,700.00	241,200.00	320,400.00
6202 - OPERATING SUPPLIES	78,012.42	0.00	0.00	0.00	10,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	0.00	1,500.00	0.00	0.00
6210 - OFFICE SUPPLIES	1,553.19	1,932.73	1,000.00	700.00	5,000.00
6213 - FOOD	346.93	2,170.77	0.00	0.00	4,000.00
6240 - EQUIPMENT MAINT SUPPLIES	0.00	0.00	500.00	0.00	500.00
6310 - ATTORNEY	5,848.71	1,491.00	3,300.00	800.00	300.00
6314 - COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	0.00	0.00	300.00	0.00	0.00
6318 - FILING FEES	0.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	18,928.74	3,339.50	10,000.00	5,600.00	5,500.00
6332 - POSTAGE	(871.51)	517.00	1,000.00	500.00	500.00
6334 - TELEPHONE	78.15	94.65	100.00	100.00	100.00
6336 - PRINTING/PUBLISHING	10,543.50	13,781.35	10,100.00	10,000.00	10,500.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	1,360.00	1,300.00	1,250.00	1,300.00
6352 - LIABILITY	1,603.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	2,800.00	2,535.00	14,200.00	17,400.00	20,500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	6,600.00	8,799.96	9,200.00	9,200.00	9,700.00
6420 - EQUIPMENT RENT	59.02	79.07	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	10,170.00	10,479.96	10,400.00	10,400.00	9,500.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	868.00	2,159.96	8,000.00	3,000.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	978.91	3,341.11	6,100.00	4,500.00	4,100.00
6480 - DUES	280.00	410.00	300.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	49.03	0.00	0.00	0.00	0.00
SUPPLIES AND SERVICES	137,848.09	52,492.06	77,300.00	63,950.00	85,000.00
DEPRECIATION	0.00	0.00	0.00	0.00	0.00
6660 - BANK FEES- NSF FEE	(52.00)	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	(52.00)	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 13 - CITY CLERK	384,512.61	327,234.59	318,000.00	305,150.00	405,400.00

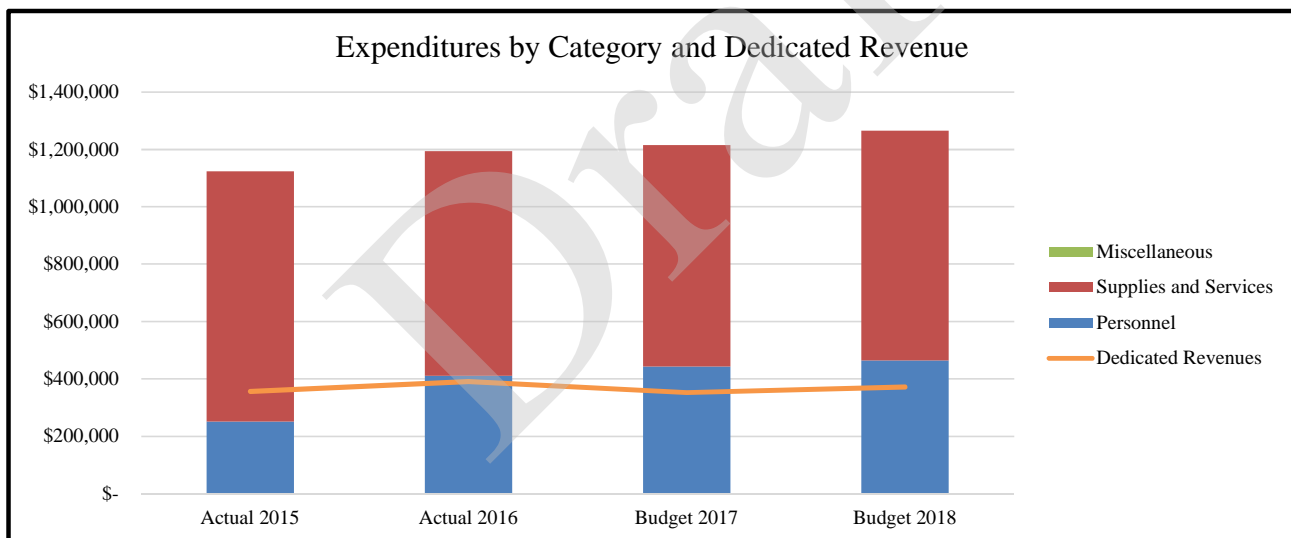


Description of Services:

The major activities of the Finance Department encompass accounts payable, cash management, accounts receivable, financial reports, special assessments, debt service management and oversight, annual financial report, budget preparation, insurance and many other work tasks of importance. As the economic development of the area continues to expand, the coordination of the potential projects, requests for business subsidies, review and impact of tax increment financing and tax abatement concerns also flow through this department. The oversight and review of the Internal Service funds allows for a consistent funding source to meet the needs of a growing staff and community.

Budget:

	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Expenditures by Category					
Personnel	\$ 251,958	\$ 411,669	\$ 436,600	\$ 443,500	\$ 464,400
Supplies and Services	871,646	782,842	771,300	772,170	801,300
Miscellaneous	(20)	(26)	-	-	-
Totals	\$ 1,123,584	\$ 1,194,485	\$ 1,207,900	\$ 1,215,670	\$ 1,265,700
Dedicated Revenues	\$ 356,324	\$ 390,892	\$ 352,800	\$ 352,800	\$ 372,800



Key Measures:

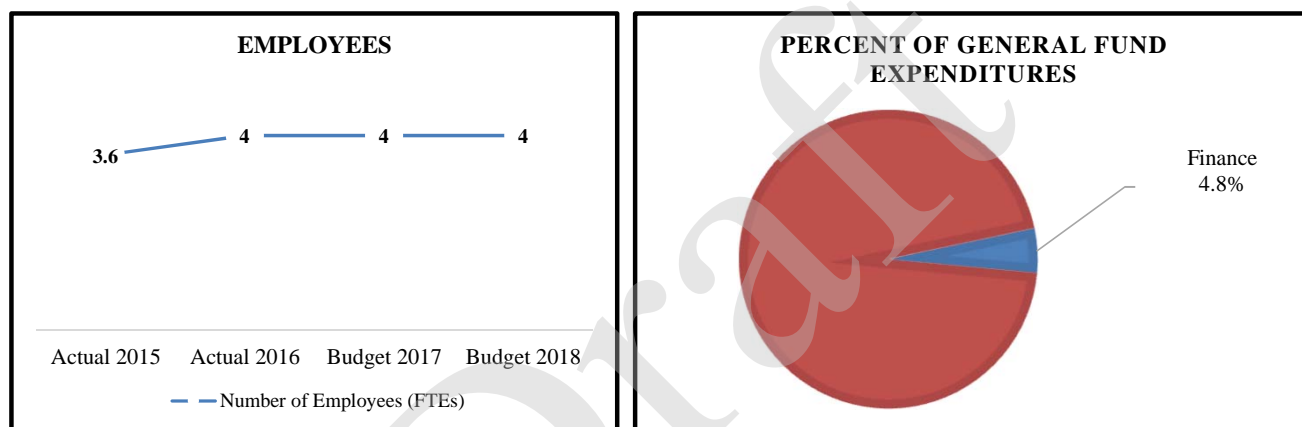
	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Checks Issued	3,406	3,678	4,050	4,100
Rate of Return on Pooled Cash/ Investments	1.38%	1.56%	1.60%	1.75%
Amount of Pcards Processed	\$201,392	\$271,781	\$298,399	\$320,000
Average Days to Process Invoices	21.8	20.2	18.3	15.0

Budget Impact:

The Finance Department has been active the past two years implementing several initiatives to increase financial transparency and solidify the financial position of city funds. In 2016, the City Council implemented franchise fees for gas and electric utilities with revenues dedicated to capital improvement projects. For 2018, staff recommended a separate Economic Development Authority levy dedicated to economic development activities. Previously, these funds were supported by a transfer from the general fund. Now they have dedicated and transparent funding sources.

Another initiative to increase transparency is revamping the budget document. A stand-alone Capital Improvement Plan (CIP) was adopted by the City Council for the first time in 2017. The operating budget is also changing with the goal of becoming a shorter and more understandable document for all users. For example, the budget document is no longer just about numbers; it is now more about telling a story through key measures, narratives and other budget indicators.

In addition to implementing CIP software, the department implemented a paperless accounts payable system in 2017 with the goal of increasing internal controls and reducing the number of days to process invoices. The 2018 budget includes ongoing maintenance costs of \$3,100.



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2017 Annual Budget
Division: 15- FINANCE

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
15 - FINANCE					
6002 - WAGES	201,307.66	313,532.38	338,500.00	340,000.00	350,200.00
6005 - OVERTIME-FT	131.33	62.44	0.00	0.00	800.00
WAGES	201,438.99	313,594.82	338,500.00	340,000.00	351,000.00
6122 - PERA	15,059.61	23,474.57	25,400.00	25,500.00	26,300.00
6124 - FICA	14,724.88	22,394.30	25,900.00	26,000.00	26,800.00
6135 - HEALTH	27,650.00	33,830.64	40,400.00	40,400.00	47,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,244.92	1,638.75	1,700.00	1,700.00	1,700.00
6140 - LIFE/LTD	588.59	828.48	900.00	900.00	900.00
6145 - DENTAL	1,490.92	1,512.00	2,000.00	2,000.00	2,000.00
6170 - WORKERS COMPENSATION	1,531.40	2,172.97	1,800.00	1,900.00	1,900.00
6180 - COMPENSATED ABSENCES	(11,771.43)	12,222.34	0.00	5,100.00	6,300.00
BENEFITS	50,518.89	98,074.05	98,100.00	103,500.00	113,400.00
WAGES & BENEFITS	251,957.88	411,668.87	436,600.00	443,500.00	464,400.00
6202 - OPERATING SUPPLIES	551.02	601.00	300.00	300.00	300.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	306.24	2,000.00	1,000.00	700.00
6210 - OFFICE SUPPLIES	492.87	941.18	2,000.00	2,000.00	1,500.00
6213 - FOOD	59.52	0.00	0.00	0.00	0.00
6240 - EQUIPMENT MAINT SUPPLIES	0.00	29.26	0.00	0.00	0.00
6310 - ATTORNEY	493.50	729.50	500.00	2,500.00	2,500.00
6316 - EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
6320 - LODGING TAX	336,664.71	368,110.41	332,500.00	332,500.00	351,500.00
6327 - OTHER PROF SERVICES	467,310.17	336,882.86	315,600.00	315,600.00	330,300.00
6332 - POSTAGE	1,946.68	2,322.93	2,700.00	2,700.00	2,700.00
6334 - TELEPHONE	139.36	149.02	200.00	300.00	300.00
6336 - PRINTING/PUBLISHING	2,356.60	1,765.92	3,000.00	3,000.00	3,000.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	2,680.00	2,600.00	2,770.00	2,900.00
6352 - LIABILITY	2,439.98	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	40,911.56	48,570.00	80,600.00	79,900.00	76,700.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	8,799.96	8,799.96	9,200.00	9,200.00	9,700.00
6420 - EQUIPMENT RENT	259.49	354.35	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	7,539.96	7,770.00	13,900.00	13,900.00	12,700.00
6472 - CONFERENCE/SCHOOL/TRAINING	463.00	855.42	2,000.00	2,000.00	2,000.00
6475 - TRAVEL/SUBSISTENCE	782.13	1,464.12	3,500.00	3,500.00	3,500.00
6480 - DUES	435.00	510.00	700.00	700.00	700.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	0.00	0.00	300.00	300.00
SUPPLIES AND SERVICES	871,645.51	782,842.17	771,300.00	772,170.00	801,300.00
6660 - BANK FEES- NSF FEE	(20.00)	(26.34)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	(20.00)	(26.34)	0.00	0.00	0.00
Total 15 - FINANCE	1,123,583.39	1,194,484.70	1,207,900.00	1,215,670.00	1,265,700.00

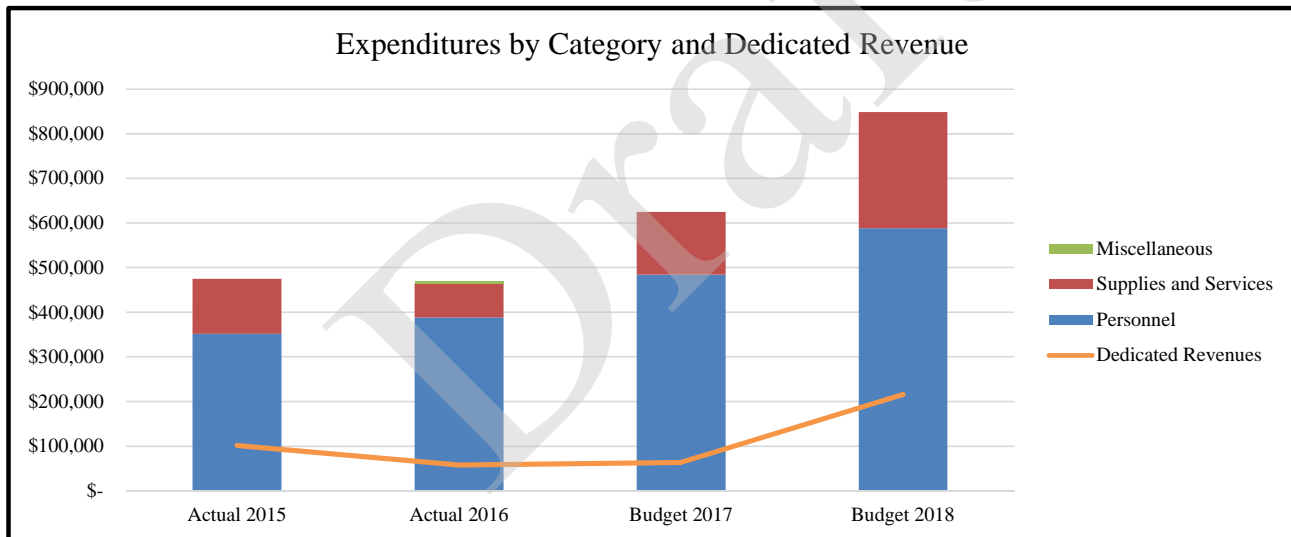


Description of Services:

Provide effective and inclusive planning and management for the City's ongoing development in cooperation with the City Council and various boards and commissions. This includes providing land use, zoning, and related information to the City's residents, businesses, and other units of government, and other City clients. Also prepares the City's Comprehensive Plan, as well as other long range and special planning studies. Planning Department staff also serves as liaisons to the City Council, Planning Commission (PC) and Board of Adjustment and Appeals (BOAA).

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 351,846	\$ 388,316	\$ 443,700	\$ 484,400	\$ 588,100
Supplies and Services	123,607	75,904	143,100	140,770	260,300
Miscellaneous	-	6,274	-	-	-
Totals	\$ 475,453	\$ 470,494	\$ 586,800	\$ 625,170	\$ 848,400
Dedicated Revenues	\$ 102,102	\$ 58,044	\$ 65,600	\$ 63,700	\$ 215,900



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Case Files	75	49	63	Not Available
Number of Plats	11	7	12	Not Available

Budget Impact:

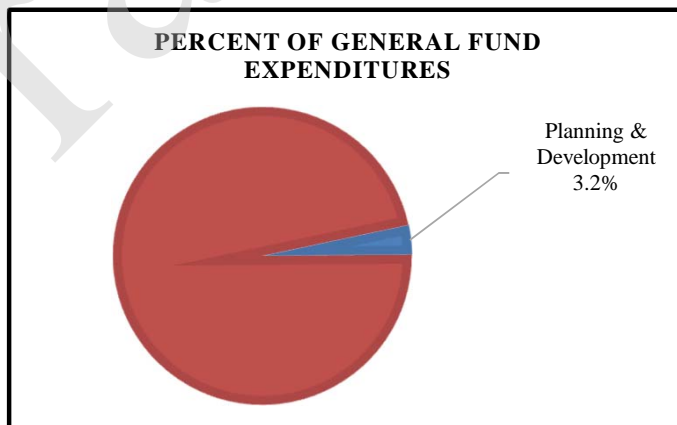
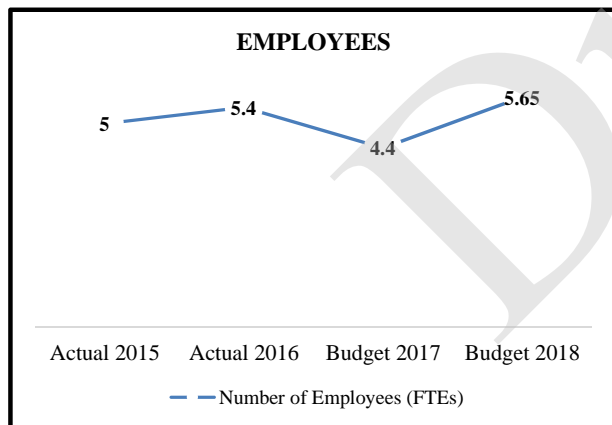
An important responsibility of the Planning Division is to set the stage for the future development of the community. Envision Shakopee is a year-long process using the community's input through online surveys, workshops and community gatherings to set the city's priorities for 2040. This includes evaluating transportation networks and future infrastructure requirements. The Envision Shakopee Comprehensive Plan should be completed by June 2018 and submitted to the Metropolitan Council by December 2018.

The City of Shakopee is projected to grow to more than 56,000 residents by 2040, with much of that growth occurring in the Jackson Township area. In 2017, the city adopted an orderly annexation agreement with the township that allows 250 acres each year to be annexed by the city and additional land at the property owner's request. The township has been divided up into six areas to allow for delivery of city services in a timely fashion.

The Planning Division also acts as the case managers for major development projects, providing a single point of contact for major subdivisions and developments. This allows one person to stay with the project from conception until final certificate of occupancy. The planners answer hundreds of questions each week on everything from setbacks to zoning, from residents, realtors, lenders and builders.

In 2018, we will be adding another planner to help answer common planning and zoning questions and to expedite smaller building permits for decks, additions and single-family homes. This should reduce turnaround times and allow our senior planners to work on updating various parts of the land development code to make it easier to understand, including the portions related to signs and landscaping.

We will also be going entirely paperless in 2018. All planning applications can be submitted online, including plats, variances and concept plans. This will decrease processing times from 45 to 30 days, improving our overall customer service.



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2017 Annual Budget
Division: 17- PLANNING & DEVELOPMENT

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
17 - PLANNING & DEVELOPMENT					
6002 - WAGES	288,775.56	299,737.98	344,900.00	370,600.00	443,600.00
6015 - WAGES - PART TIME/TEMP	4,670.00	3,409.00	0.00	4,600.00	4,600.00
WAGES	293,445.56	303,146.98	344,900.00	375,200.00	448,200.00
6122 - PERA	21,590.49	22,285.88	25,900.00	27,800.00	33,300.00
6124 - FICA	26,569.85	22,131.42	26,400.00	28,600.00	34,200.00
6135 - HEALTH	42,726.96	28,835.17	38,600.00	38,100.00	53,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,591.76	1,614.77	2,100.00	2,100.00	2,500.00
6140 - LIFE/LTD	851.13	795.76	1,200.00	1,200.00	1,500.00
6145 - DENTAL	2,204.38	1,880.45	2,500.00	2,500.00	3,000.00
6170 - WORKERS COMPENSATION	3,181.57	2,073.15	2,100.00	2,400.00	2,900.00
6180 - COMPENSATED ABSENCES	(40,315.50)	5,552.00	0.00	6,500.00	9,300.00
BENEFITS	58,400.64	85,168.60	98,800.00	109,200.00	139,900.00
WAGES & BENEFITS	351,846.20	388,315.58	443,700.00	484,400.00	588,100.00
6202 - OPERATING SUPPLIES	3.04	1,531.81	50.00	0.00	0.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	3,594.10	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	487.88	1,122.16	900.00	600.00	900.00
6213 - FOOD	0.00	40.14	0.00	0.00	0.00
6310 - ATTORNEY	36,371.04	19,058.32	20,000.00	20,000.00	25,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	0.00	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	0.00	187.50	0.00	0.00	0.00
6318 - FILING FEES	408.00	1,682.00	2,250.00	2,000.00	2,300.00
6327 - OTHER PROF SERVICES	39,515.79	6,578.50	62,000.00	67,800.00	175,500.00
6332 - POSTAGE	1,475.45	1,267.58	2,000.00	2,000.00	2,000.00
6334 - TELEPHONE	162.92	747.56	1,000.00	1,000.00	300.00
6336 - PRINTING/PUBLISHING	9,259.40	7,546.19	7,000.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	2,560.00	2,500.00	2,170.00	2,200.00
6352 - LIABILITY	1,944.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	3,305.88	2,316.97	2,400.00	5,900.00	13,400.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	11,000.04	11,000.04	11,500.00	11,500.00	12,100.00
6420 - EQUIPMENT RENT	190.60	203.71	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	12,699.96	13,080.00	20,800.00	20,800.00	15,900.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,182.66	972.00	5,000.00	2,800.00	5,000.00
6475 - TRAVEL/SUBSISTENCE	904.71	287.90	2,000.00	500.00	2,000.00
6480 - DUES	2,408.00	1,605.00	2,900.00	2,900.00	2,900.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	287.88	522.68	800.00	800.00	800.00
SUPPLIES AND SERVICES	123,607.25	75,904.16	143,100.00	140,770.00	260,300.00
DEPRECIATION	0.00	0.00	0.00	0.00	0.00
6640 - DESIGNATED MISCELLANEOUS	0.00	6,274.40	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	0.00	6,274.40	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 17 - PLANNING & DEVELOPMENT	475,453.45	470,494.14	586,800.00	625,170.00	848,400.00

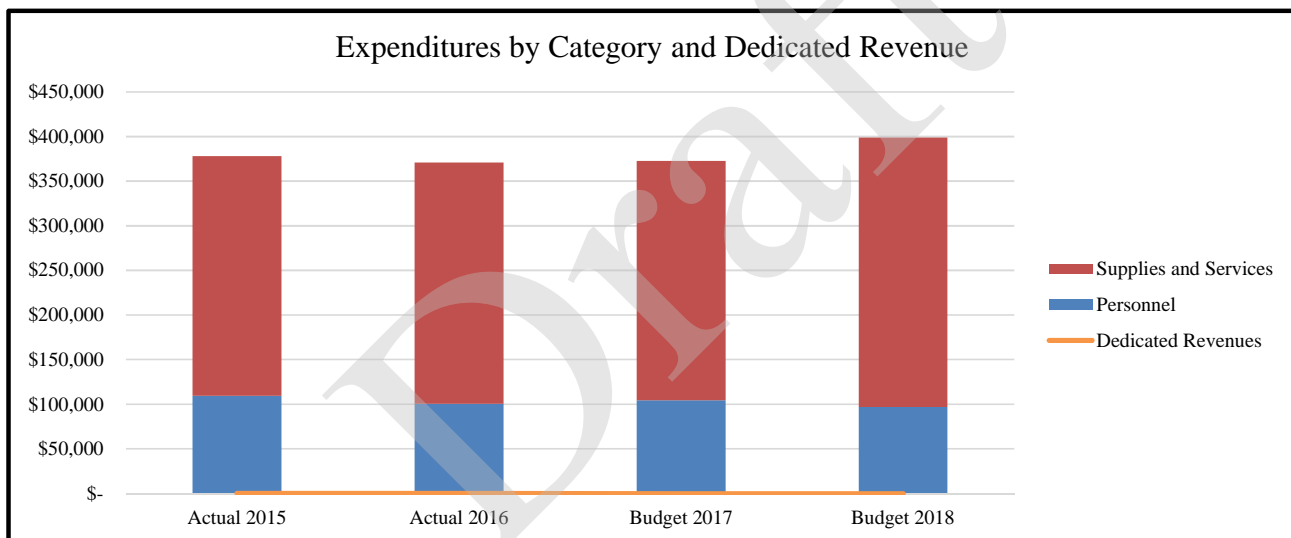


Description of Services:

The Facilities Division budget provides for the operation and maintenance of City Hall and the Library. In addition, staffing provided through the Facilities budget also provides for maintenance of the Fire Stations, Police Station, Public Works Buildings, Community Center and Youth Building. Operating costs for these buildings as well as staff time are charged to the respective division budgets.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 109,812	\$ 100,550	\$ 111,500	\$ 104,800	\$ 97,000
Supplies and Services	268,260	270,191	273,300	267,920	301,800
Totals	\$ 378,072	\$ 370,741	\$ 384,800	\$ 372,720	\$ 398,800
Dedicated Revenues	\$ 354	\$ 356	\$ -	\$ -	\$ -



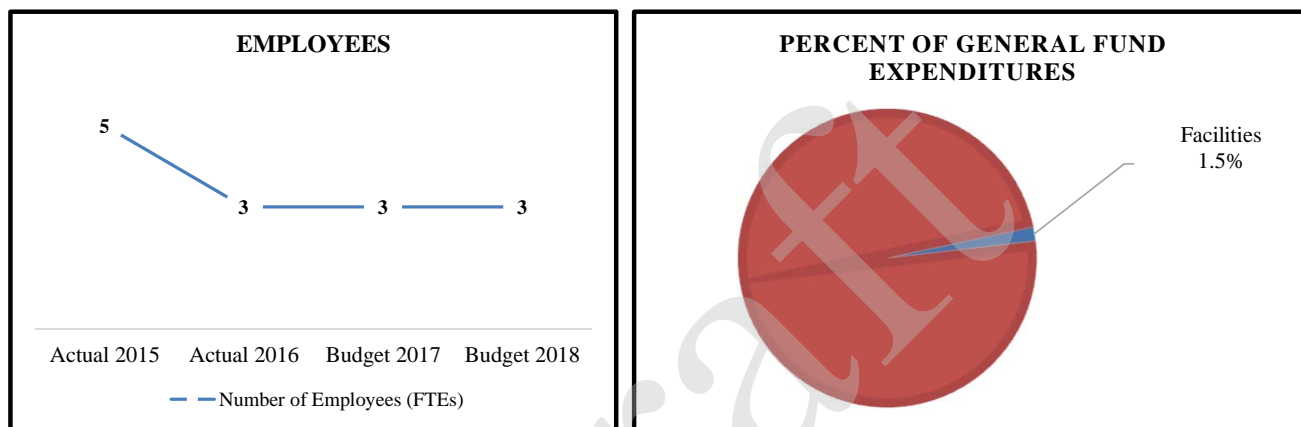
Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Square Feet Maintained	46,922	46,922	50,940	50,940

Budget Impact:

With the opening of our new city hall, there are many new challenges and things to learn in facilities. Our facilities staff is well trained and capable in the management of facilities, but as with every new building, new pieces of equipment operate differently. In 2018, we will continue working through those challenges. In addition to learning the intricacies of the new building, we have two other major projects for 2018. First, we are looking at options to automate our work order process, so we can more efficiently resolve issues, track and report our progress. Second, we will evaluate options to more effectively track work on each piece of equipment, so we can more quickly learn when a piece of equipment is nearing the end of its useful life.

For 2018, we have reduced funding by one full-time employee and have contracted with an outside vendor to provide cleaning services. Contracting for cleaning services saves us approximately \$27,000 per year and allows our maintenance team to focus on higher level maintenance issues that need to be resolved.



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2017 Annual Budget
Division: 18- FACILITIES

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
18 - FACILITIES					
6002 - WAGES	65,122.84	69,952.95	78,500.00	70,800.00	68,300.00
6005 - OVERTIME-FT	631.44	859.14	500.00	500.00	500.00
6015 - WAGES - PART TIME/TEMP	1,194.75	0.00	1,200.00	700.00	700.00
WAGES	66,949.03	70,812.09	80,200.00	72,000.00	69,500.00
6122 - PERA	4,931.39	5,245.95	5,900.00	5,300.00	5,100.00
6124 - FICA	4,520.03	4,870.50	6,000.00	5,500.00	5,200.00
6135 - HEALTH	13,459.25	10,080.94	13,100.00	13,100.00	10,300.00
6139 - POST EMPLOYMENT HEALTH PLAN	484.48	478.23	1,300.00	1,300.00	800.00
6140 - LIFE/LTD	238.14	212.39	600.00	600.00	400.00
6145 - DENTAL	599.80	559.15	1,500.00	1,500.00	1,000.00
6170 - WORKERS COMPENSATION	14,212.09	5,439.19	2,900.00	2,900.00	2,300.00
6180 - COMPENSATED ABSENCES	4,417.51	2,851.53	0.00	2,600.00	2,400.00
BENEFITS	42,862.69	29,737.88	31,300.00	32,800.00	27,500.00
WAGES & BENEFITS	109,811.72	100,549.97	111,500.00	104,800.00	97,000.00
6202 - OPERATING SUPPLIES	4,097.10	4,750.79	5,200.00	5,200.00	5,200.00
6210 - OFFICE SUPPLIES	88.95	78.92	100.00	100.00	100.00
6212 - UNIFORMS/CLOTHING	1,142.58	991.19	1,000.00	800.00	800.00
6222 - MOTOR FUELS & LUBRICANTS	1,989.19	1,253.71	1,500.00	1,300.00	1,500.00
6230 - BUILDING MAINT SUPPLIES	13,124.31	6,511.77	9,000.00	3,000.00	9,000.00
6240 - EQUIPMENT MAINT SUPPLIES	1,489.24	378.73	600.00	600.00	600.00
6310 - ATTORNEY	201.25	0.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	27,425.53	27,649.00	32,000.00	24,000.00	30,000.00
6316 - EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
6326 - CLEANING SERVICES	34,536.00	34,536.00	40,400.00	47,000.00	57,600.00
6327 - OTHER PROF SERVICES	0.00	0.00	0.00	0.00	0.00
6334 - TELEPHONE	3,991.89	4,005.00	3,800.00	3,800.00	3,800.00
6336 - PRINTING/PUBLISHING	463.10	53.46	100.00	100.00	100.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	8,440.00	8,300.00	11,220.00	11,700.00
6352 - LIABILITY	9,706.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	53,616.77	64,607.02	53,000.00	53,000.00	56,000.00
6364 - WATER	550.24	633.37	700.00	700.00	700.00
6365 - GAS	13,465.29	10,092.49	14,900.00	14,900.00	14,900.00
6366 - SEWER	341.49	352.78	600.00	500.00	500.00
6368 - STORM	622.44	481.65	700.00	500.00	500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	6,600.00	4,400.04	4,600.00	4,600.00	4,800.00
6425 - EQUIPMENT RENT (IS FUND)	0.00	3,216.00	5,900.00	5,900.00	6,500.00
6430 - BUILDING RENT (IS FUND)	94,640.04	97,479.96	90,500.00	90,500.00	97,100.00
6472 - CONFERENCE/SCHOOL/TRAINING	0.00	0.00	0.00	0.00	0.00
6475 - TRAVEL/SUBSISTENCE	0.00	0.00	0.00	0.00	0.00
6480 - DUES	0.00	110.00	200.00	0.00	200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	169.00	169.00	200.00	200.00	200.00
SUPPLIES AND SERVICES	268,260.41	270,190.88	273,300.00	267,920.00	301,800.00
MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 18 - FACILITIES	378,072.13	370,740.85	384,800.00	372,720.00	398,800.00

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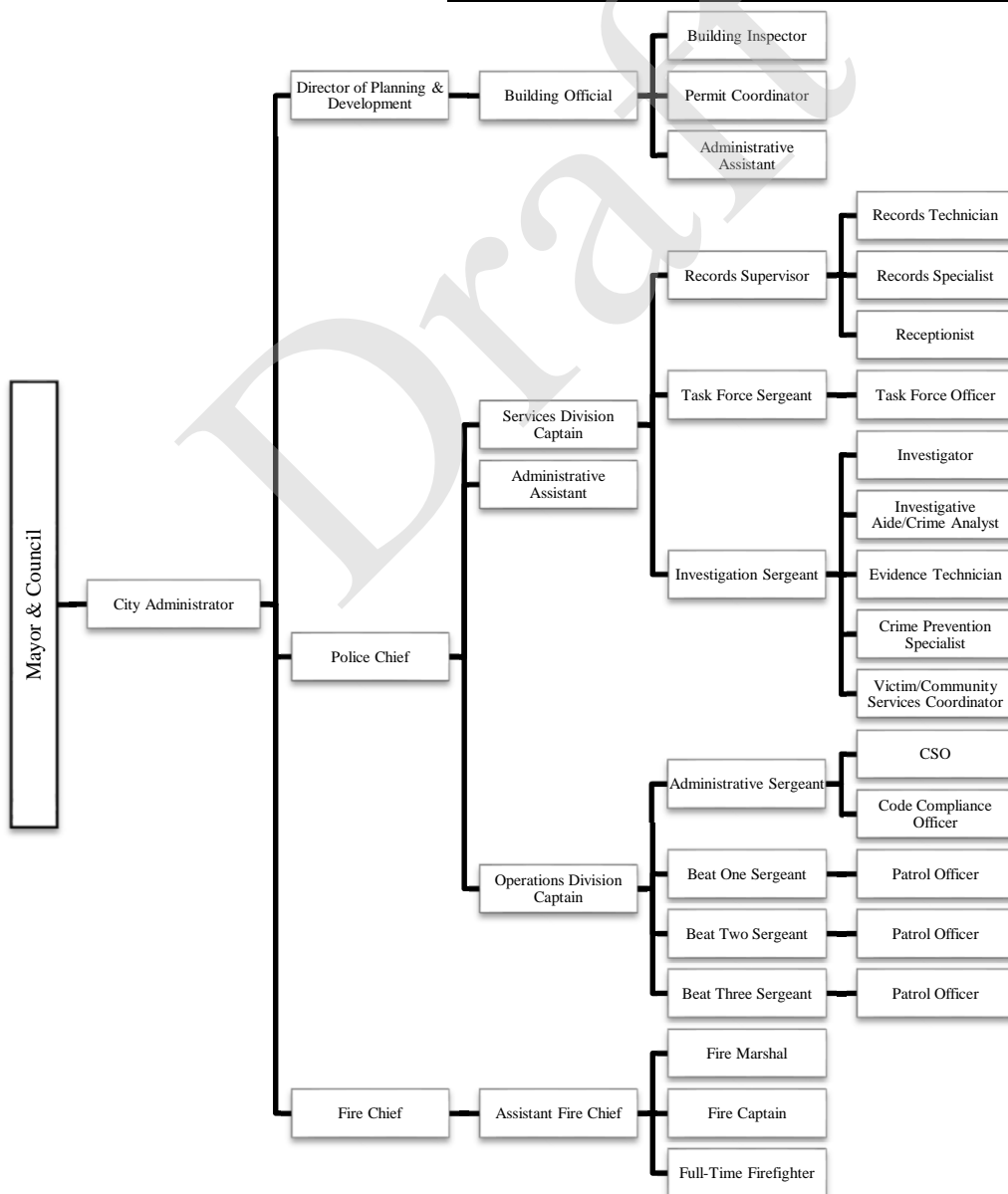
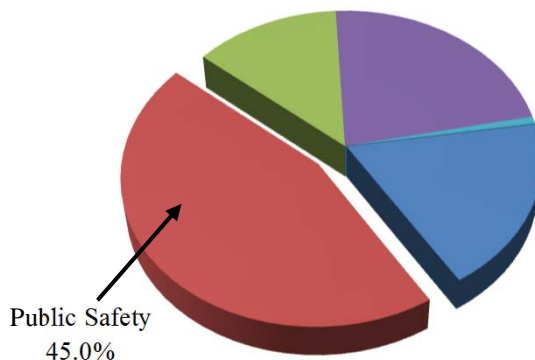
Public Safety

Divisions:

The main divisions under Public Safety consist of the following:

- Police
- Fire
- Building Inspections

Expenditures as % of General Fund



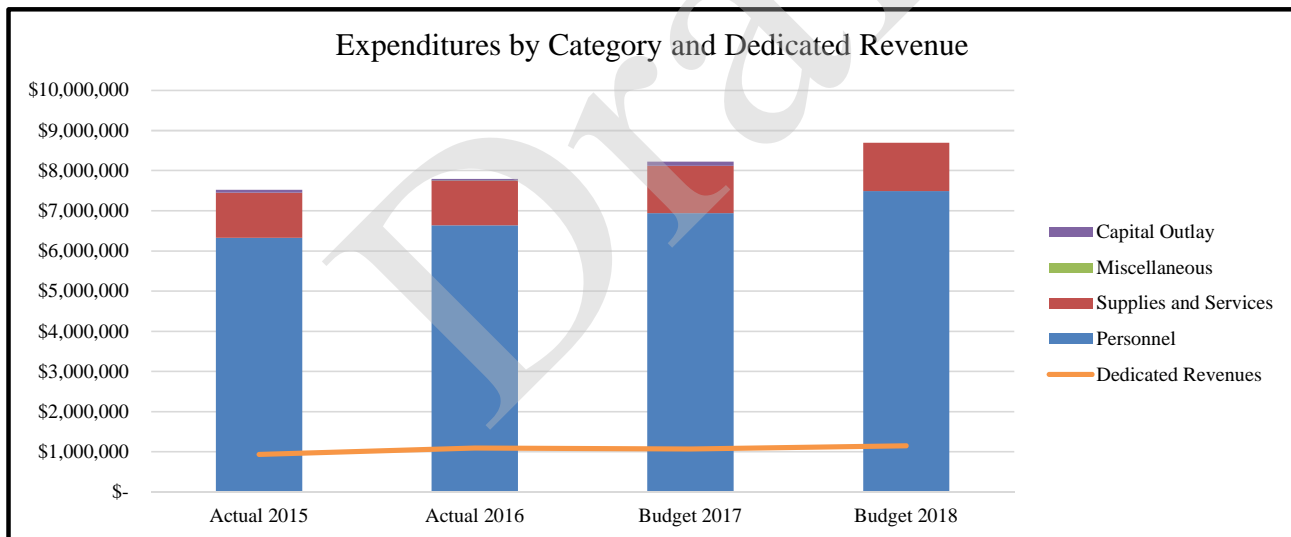


Description of Services:

It is the mission of the Shakopee Police Department to provide services with integrity and professionalism, to protect citizens through enforcement of the law and to work in partnership with our community to enhance the quality of life in the City of Shakopee. The primary services of the Police Department are heavily focused in safety. This includes the prevention of crime and hazards through education and citizen involvement; the timely response to life threatening, hazardous, suspicious, or in progress criminal activity; followed by the investigation of these events to prevent their reoccurrence, seek prosecution and reassure the community of its safety.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 6,329,545	\$ 6,644,984	\$ 6,778,000	\$ 6,947,000	\$ 7,491,600
Supplies and Services	1,121,501	1,110,564	1,202,000	1,177,000	1,202,800
Miscellaneous	(392)	2,500	-	-	-
Capital Outlay	76,875	37,423	-	100,000	-
Totals	\$ 7,527,529	\$ 7,795,471	\$ 7,980,000	\$ 8,224,000	\$ 8,694,400
Dedicated Revenues	\$ 940,538	\$ 1,096,132	\$ 956,400	\$ 1,073,200	\$ 1,153,700



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Calls for Services	19,357	21,117	TBD	TBD
Crimes	1,592	873	TBD	TBD
Shakopee Crime Rate (Per 100,000 people)	6.4%	6.25%	TBD	TBD
DWI Arrests	171	195	TBD	TBD
Ordinance Calls	847	524	TBD	TBD
Percent of Crimes Cleared	55%	54%	TBD	TBD
Metro Average % of Crimes Cleared	44%	44%	TBD	TBD
Sworn Officers (budgeted)	48	48	48	50

Budget Impact:

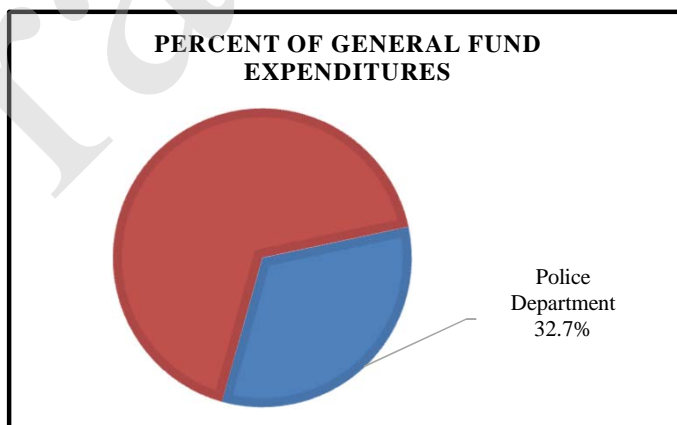
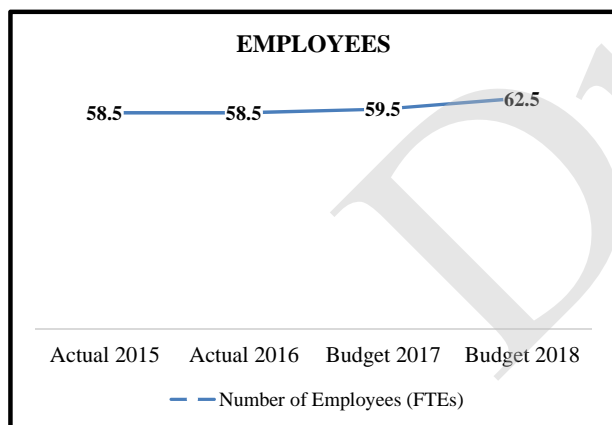
It's easy to say our goal is to keep people in Shakopee safe. While certainly true, our goal is also to exceed your expectations and be known as the best police department in Minnesota. To do that, we must put together a budget that provides the staffing, training and equipment necessary to reach these goals. This budget does just that.

Our department consistently trains well-beyond industry minimums. Couple that with our commitment to unparalleled customer service and you can see why our department has been recognized with several state and national awards. Our department has recently received multiple awards for innovation from both MADD and the Humphrey School of Public Affairs.

While our population and calls for service continue to increase, our last five years have been the lowest crime rates in our city's history. To maintain that trend and keep up with growth, we are increasing our staff by three full-time positions, which will help address several concerns you, our customers, shared in the most recent citizen survey.

Our first is a new, full-time code compliance officer. This will be a non-sworn position to help increase our efficiency and compliance with city code violations. The citizen survey indicated a desire to see more compliance with code-related issues. This position will allow us to increase the number of complaints we can address as well as allow for more proactive activity.

The remaining two positions are sworn police officers to start in October 2018. Once trained, these positions will allow us to have our street crimes unit year-round. This unit proactively addresses trends such as vandalisms and thefts. The unit also focuses on our most frequent, repeat offenders and can assist in proactively addressing drug issues on the street. The above-mentioned areas were raised in the citizen survey. These two officers will allow us to put the necessary resources in place to proactively address your concerns.



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2017 Annual Budget

Division: 31- POLICE DEPARTMENT

Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
31 - POLICE DEPARTMENT					
6002 - WAGES	4,339,696.19	4,528,630.67	4,848,000.00	4,760,200.00	5,086,700.00
6005 - OVERTIME-FT	281,514.76	339,105.76	246,000.00	361,000.00	363,000.00
6010 - PREMIUM PAY	10,761.52	10,869.65	9,000.00	9,000.00	9,000.00
6015 - WAGES - PART TIME/TEMP	26,545.16	40,528.93	28,800.00	42,000.00	42,900.00
WAGES	4,658,517.63	4,919,135.01	5,131,800.00	5,172,200.00	5,501,600.00
6122 - PERA	695,367.15	734,542.25	740,700.00	731,600.00	777,000.00
6124 - FICA	97,531.70	103,631.81	150,400.00	146,600.00	156,900.00
6135 - HEALTH	513,357.15	469,212.72	496,000.00	498,200.00	604,800.00
6139 - POST EMPLOYMENT HEALTH PLAN	22,897.05	24,607.46	24,700.00	24,200.00	25,400.00
6140 - LIFE/LTD	12,401.97	12,859.38	13,500.00	13,400.00	14,200.00
6145 - DENTAL	27,576.27	28,601.12	29,700.00	29,000.00	30,500.00
6160 - UNEMPLOYMENT	0.00	14,257.92	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	146,114.17	198,000.91	146,200.00	160,600.00	169,500.00
6180 - COMPENSATED ABSENCES	113,301.42	93,435.27	0.00	71,200.00	91,700.00
6186 - PENSION EXPENSE	42,480.00	46,700.00	45,000.00	100,000.00	120,000.00
BENEFITS	1,671,026.88	1,725,848.84	1,646,200.00	1,774,800.00	1,990,000.00
WAGES & BENEFITS	6,329,544.51	6,644,983.85	6,778,000.00	6,947,000.00	7,491,600.00
6202 - OPERATING SUPPLIES	70,323.26	69,862.49	52,500.00	52,500.00	49,500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	2,584.96	18,753.75	0.00	0.00	0.00
6205 - GRANT EXPENDITURES	162.91	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	6,356.61	10,426.48	10,000.00	10,000.00	8,000.00
6212 - UNIFORMS/CLOTHING	31,772.09	13,869.34	16,500.00	16,500.00	18,000.00
6213 - FOOD	2,625.52	2,175.21	3,100.00	3,100.00	3,100.00
6222 - MOTOR FUELS & LUBRICANTS	74,693.19	61,535.15	80,200.00	75,200.00	80,200.00
6230 - BUILDING MAINT SUPPLIES	5,096.94	5,177.60	8,000.00	8,000.00	7,000.00
6240 - EQUIPMENT MAINT SUPPLIES	22,506.73	30,431.46	15,500.00	15,500.00	25,000.00
6250 - MERCHANDISE	111.05	0.00	0.00	0.00	0.00
6280 - PURCHASE OF EVIDENCE	60.00	0.00	0.00	0.00	0.00
6281 - PURCHASE OF INFORMATION	60.00	0.00	0.00	0.00	0.00
6310 - ATTORNEY	8,527.75	3,895.43	15,000.00	7,000.00	7,000.00
6315 - BUILDING MAINT.	19,079.73	30,882.20	24,000.00	24,000.00	24,000.00
6316 - EQUIPMENT MAINTENANCE	61,430.06	14,144.03	72,000.00	52,000.00	43,000.00
6324 - TRANSPORTATION	0.00	(80.00)	0.00	0.00	0.00
6326 - CLEANING SERVICES	0.00	0.00	0.00	0.00	23,400.00
6327 - OTHER PROF SERVICES	102,470.67	78,684.31	96,000.00	96,000.00	86,000.00
6332 - POSTAGE	2,789.37	5,004.37	5,500.00	5,500.00	4,000.00
6334 - TELEPHONE	28,560.29	27,928.22	28,200.00	28,200.00	28,200.00
6336 - PRINTING/PUBLISHING	13,637.72	21,144.60	20,000.00	20,000.00	15,000.00
6339 - COMPUTER ACCESS	1,669.88	1,317.20	0.00	0.00	2,500.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	134,320.00	131,900.00	139,900.00	145,400.00
6352 - LIABILITY	143,308.13	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	40,385.06	45,413.30	43,000.00	43,000.00	43,000.00
6364 - WATER	1,796.24	765.57	3,000.00	3,000.00	3,000.00
6365 - GAS	12,841.87	9,443.59	20,000.00	20,000.00	20,000.00
6366 - SEWER	287.70	364.78	400.00	400.00	400.00
6368 - STORM	1,912.56	1,431.82	2,300.00	2,300.00	2,300.00
6400 - RENTALS	0.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	13,681.89	31,270.63	0.00	0.00	0.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	134,199.96	138,600.00	144,900.00	144,900.00	152,100.00
6420 - EQUIPMENT RENT	1,149.95	665.50	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	123,401.04	158,309.04	223,500.00	223,500.00	208,300.00
6430 - BUILDING RENT (IS FUND)	108,800.04	112,059.96	102,700.00	102,700.00	112,200.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	30,914.71	28,650.83	25,200.00	25,200.00	25,200.00
6475 - TRAVEL/SUBSISTENCE	7,580.49	7,109.77	8,000.00	8,000.00	8,000.00
6480 - DUES	46,424.12	46,683.00	50,000.00	50,000.00	58,400.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	299.00	324.48	600.00	600.00	600.00
SUPPLIES AND SERVICES	1,121,501.49	1,110,564.11	1,202,000.00	1,177,000.00	1,202,800.00
6610 - AWARDS & DAMAGES	0.00	2,500.00	0.00	0.00	0.00
6660 - BANK FEES- NSF FEE	(391.65)	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	(391.65)	2,500.00	0.00	0.00	0.00
6740 - EQUIPMENT	76,875.35	37,422.57	0.00	100,000.00	0.00
CAPITAL OUTLAY	76,875.35	37,422.57	0.00	100,000.00	0.00
Total 31 - POLICE DEPARTMENT	7,527,529.70	7,795,470.53	7,980,000.00	8,224,000.00	8,694,400.00

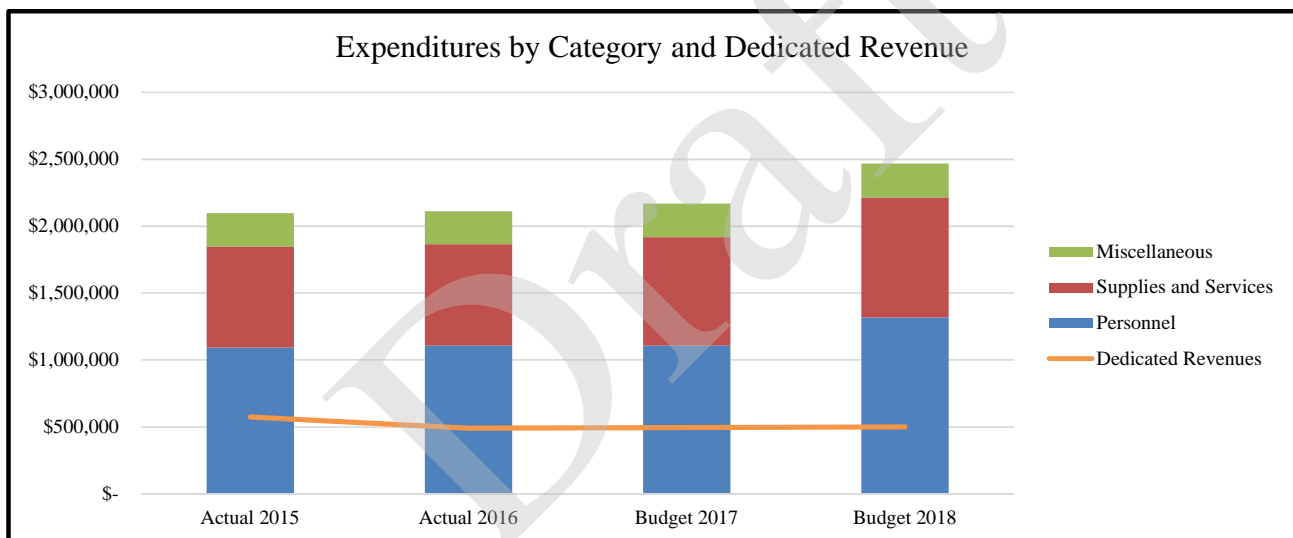


Description of Services:

Provide fire suppression, emergency medical care, technical rescue, fire prevention education, fire and life safety inspections, and training. Maintain the fire stations and equipment on a 24-hour basis to insure the safety and protection for the City of Shakopee, Jackson Township, and Louisville Township.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 1,093,337	\$ 1,108,334	\$ 1,107,700	\$ 1,109,500	\$ 1,319,600
Supplies and Services	755,559	756,939	811,100	809,300	893,800
Miscellaneous	247,626	246,911	241,600	250,300	253,800
Totals	\$ 2,096,522	\$ 2,112,184	\$ 2,160,400	\$ 2,169,100	\$ 2,467,200
Dedicated Revenues	\$ 574,662	\$ 491,913	\$ 479,700	\$ 496,500	\$ 500,900



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Fire District Population	43,151	43,561	43,940	44,370
Fire Calls	84	92	102	105
Rescue/Medical Calls	198	239	250	253
Hazard Calls	110	87	114	117
Public Assistance Calls	333	374	334	335
Total Number of Calls	725	792	800	810
Miles to Furthest City Dwelling	6	6	6	6

Budget Impact:

The fire service industry is constantly evolving, and firefighters must stay up to date with the latest processes and standards to be as safe as possible. The way we fight fires has changed because today's materials have changed. We don't see sofas made from cotton batting and heavy wood anymore. We see modern couches made from petroleum-based poly fibers and plastic, which burn hotter and faster than ever before. And when they burn, they give off carcinogens that can be inhaled and/or absorbed through the skin unless properly protected.

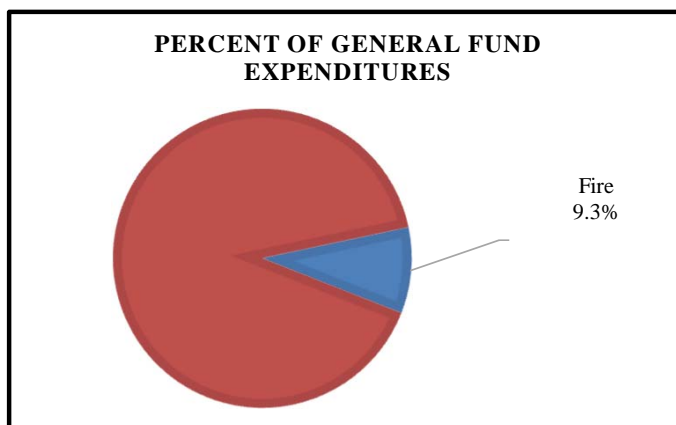
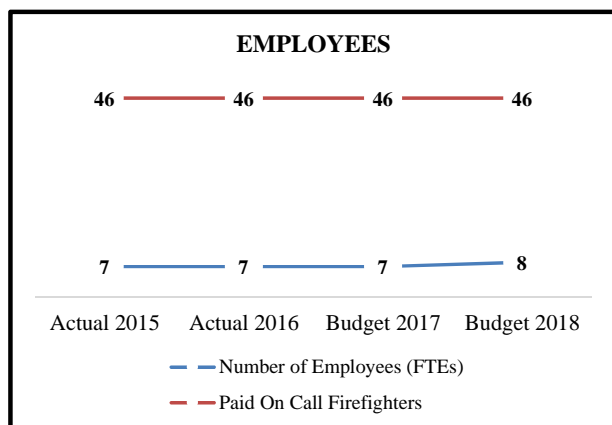
Fighting fires isn't what it used to be. Today, we respond to more than just fire calls. We respond to any and all hazards, and it takes dedicated firefighters with the proper training to handle these calls. That's why the Shakopee Fire Department has always been a strong believer in continuing education for our personnel. Unfortunately, we consistently fall short of our goals internally and by national standards. To correct the problem, the 2018 budget includes funds for a full-time assistant fire chief. This position will develop training programs, schedule, supervise and administer a comprehensive fire training program and tracking that meets national standards. The assistant fire chief will also be responsible for the department in the absence of the fire chief and will assist the chief with preparing budgets and managing personnel.

The budget also includes the full-year salary and benefits for our administration captain, which restructured from the former office assistant position mid-2017. This position has enabled us to maintain better records, provide faster more effective customer service and maintain organization within the department.

The 2018 budget also provides funding to maintain our current level of services, such as firefighter training, vehicle and equipment maintenance, emergency medical services, technical rescue, fire prevention education, plan reviews and inspections – all of which are vitally important to our consistently high ratings in citizen surveys. In addition, we must continually update our equipment to meet new parameters for replacement. For example, new requirements by the National Fire Protection Association are making drastic changes to the new Self Contained Breathing Apparatus (SCBA) that firefighters use at every fire scene. We will work toward meeting these standards by replacing some aging SCBA's yearly and spreading the cost over several budget cycles.

The fire department continually seeks grants and donations to support our budget. In 2017, we received approximately \$40,000 for training reimbursement from the Minnesota Board of Firefighter Training and Education and a \$10,000 donation from the Rahr Malting Corp. towards the purchase of new rescue tools to allow for faster rescue times. We seek grants in an effort to preserve fiscal accountability.

Since 2012, the Shakopee Fire Department Relief Association has not required any monetary support from the city toward the paid-on-call firefighter pension fund. We anticipate this to continue with the recent bylaw changes that were approved by council in 2017.



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2017 Annual Budget

Division: 32- FIRE

Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
32 - FIRE					
6002 - WAGES	502,243.27	538,698.10	538,400.00	516,900.00	664,900.00
6005 - OVERTIME-FT	7,581.40	9,664.89	8,000.00	8,000.00	8,000.00
6015 - WAGES - PART TIME/TEMP	287,738.79	291,095.28	302,200.00	306,200.00	306,200.00
WAGES	797,563.46	839,458.27	848,600.00	831,100.00	979,100.00
6122 - PERA	72,601.59	77,374.54	80,700.00	80,100.00	105,900.00
6124 - FICA	14,872.44	15,451.70	37,000.00	34,800.00	35,700.00
6135 - HEALTH	75,441.61	66,354.07	71,200.00	65,900.00	84,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,888.66	3,117.59	2,900.00	2,800.00	3,400.00
6140 - LIFE/LTD	1,441.21	5,368.28	1,500.00	1,400.00	1,900.00
6145 - DENTAL	3,026.39	3,709.49	3,500.00	3,400.00	4,000.00
6170 - WORKERS COMPENSATION	121,806.61	91,119.92	62,300.00	82,500.00	93,400.00
6180 - COMPENSATED ABSENCES	3,695.50	6,380.56	0.00	7,500.00	11,700.00
BENEFITS	295,774.01	268,876.15	259,100.00	278,400.00	340,500.00
WAGES & BENEFITS	1,093,337.47	1,108,334.42	1,107,700.00	1,109,500.00	1,319,600.00
6202 - OPERATING SUPPLIES	121,211.18	146,140.37	141,500.00	109,900.00	121,500.00
6205 - GRANT EXPENDITURES	28,550.89	3,053.93	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	1,783.94	1,983.18	1,800.00	1,800.00	1,800.00
6212 - UNIFORMS/CLOTHING	17,863.07	4,807.86	5,000.00	43,000.00	35,800.00
6213 - FOOD	2,706.54	1,147.19	2,500.00	2,500.00	2,500.00
6215 - MATERIALS	0.00	130.00	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	18,182.52	14,554.61	20,000.00	20,000.00	20,000.00
6230 - BUILDING MAINT SUPPLIES	2,784.18	3,534.85	3,500.00	3,500.00	3,500.00
6240 - EQUIPMENT MAINT SUPPLIES	15,613.28	7,443.71	5,200.00	7,200.00	7,200.00
6310 - ATTORNEY	0.00	502.50	600.00	600.00	600.00
6315 - BUILDING MAINT.	31,814.86	12,787.59	20,000.00	20,000.00	20,000.00
6316 - EQUIPMENT MAINTENANCE	46,774.77	32,250.35	50,000.00	45,000.00	40,000.00
6326 - CLEANING SERVICES	1,713.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	19,690.87	28,880.11	19,000.00	19,000.00	19,000.00
6332 - POSTAGE	3,704.49	3,621.33	3,500.00	3,500.00	3,500.00
6334 - TELEPHONE	4,387.50	5,966.67	5,100.00	5,100.00	5,100.00
6336 - PRINTING/PUBLISHING	3,708.90	3,103.98	3,000.00	3,000.00	3,000.00
6338 - ADVERTISING	0.00	0.00	0.00	0.00	0.00
6339 - COMPUTER ACCESS	7,603.73	5,648.46	5,300.00	5,300.00	5,300.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	26,590.00	26,200.00	23,500.00	24,400.00
6352 - LIABILITY	29,126.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	39,733.61	47,993.33	37,000.00	37,000.00	37,000.00
6364 - WATER	2,611.80	3,562.19	3,000.00	3,000.00	3,000.00
6365 - GAS	17,442.91	15,200.88	21,000.00	18,000.00	17,000.00
6366 - SEWER	471.90	711.10	500.00	500.00	500.00
6367 - REFUSE	0.00	506.93	0.00	0.00	0.00
6368 - STORM	1,005.72	2,141.62	1,500.00	2,000.00	1,800.00
6410 - SOFTWARE - ANNUAL FEES	1,730.83	3,958.00	4,000.00	4,000.00	4,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	26,400.00	26,400.00	27,600.00	27,600.00	29,000.00
6420 - EQUIPMENT RENT	43.55	113.95	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	149,333.04	177,954.96	214,000.00	214,000.00	287,700.00
6430 - BUILDING RENT (IS FUND)	81,600.00	84,050.04	99,300.00	99,300.00	108,600.00
6472 - CONFERENCE/SCHOOL/TRAINING	27,360.60	20,376.41	25,000.00	25,000.00	26,000.00
6475 - TRAVEL/SUBSISTENCE	15,489.44	36,629.99	30,000.00	30,000.00	30,000.00
6480 - DUES	33,825.00	33,304.00	34,000.00	34,000.00	34,000.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	1,290.50	1,889.00	2,000.00	2,000.00	2,000.00
SUPPLIES AND SERVICES	755,558.62	756,939.09	811,100.00	809,300.00	893,800.00
6630 - PAYMENT TO FIRE RELIEF	247,626.18	246,910.37	241,600.00	250,300.00	253,800.00
6650 - CREDIT CARD FEES	0.00	0.21	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	247,626.18	246,910.58	241,600.00	250,300.00	253,800.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 32 - FIRE	2,096,522.27	2,112,184.09	2,160,400.00	2,169,100.00	2,467,200.00

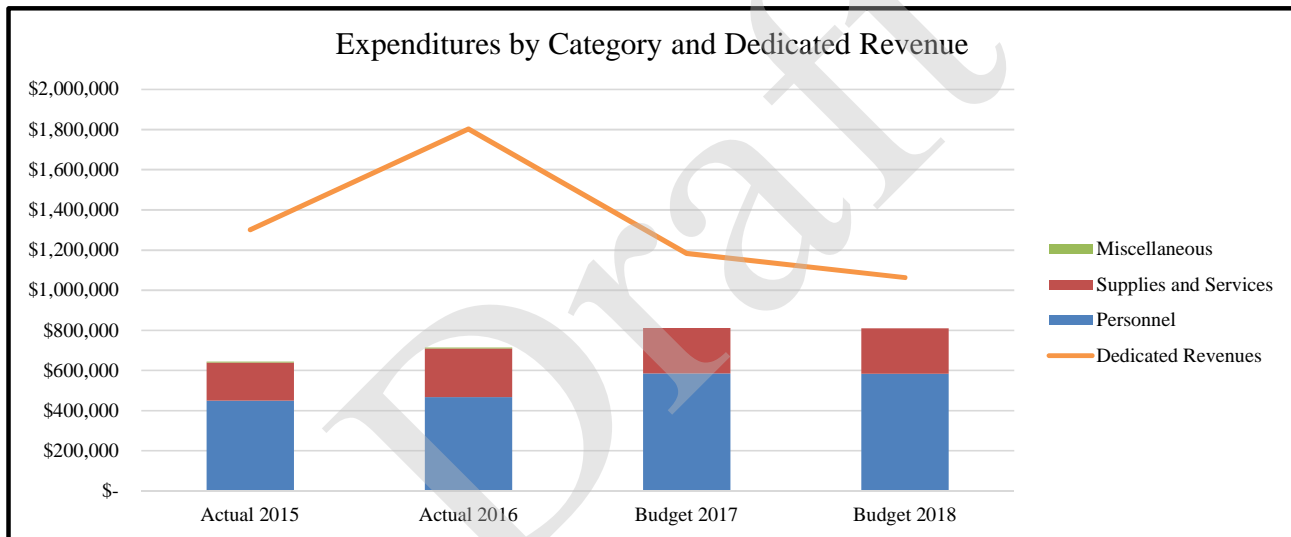


Description of Services:

Provide effective and timely review of building permit and other building related applications and inspections to the City's constituents and outside parties.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 450,019	\$ 468,591	\$ 555,800	\$ 586,100	\$ 584,600
Supplies and Services	189,588	241,054	234,300	226,740	226,000
Miscellaneous	6,112	6,022	6,100	-	-
Totals	\$ 645,719	\$ 715,667	\$ 796,200	\$ 812,840	\$ 810,600
Dedicated Revenues	\$ 1,301,771	\$ 1,802,282	\$ 943,700	\$ 1,183,900	\$ 1,063,000



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Inspections	6,872	5,130	4,922	7,000
Number of Permits	3,653	2,845	3,048	3,500
Average Inspection/Employee	1,375	1,283	1,969	2,800

Budget Impact:

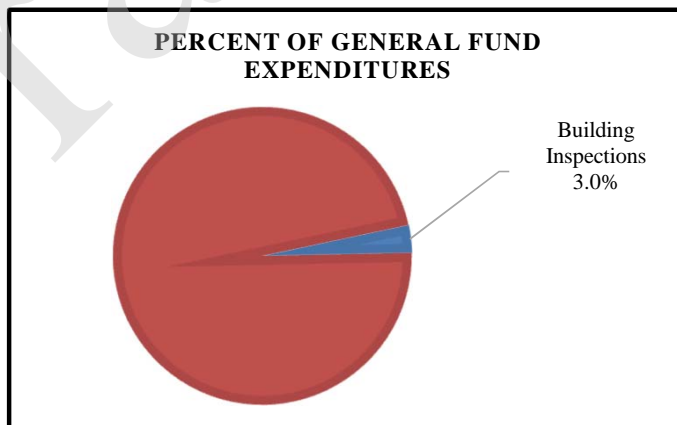
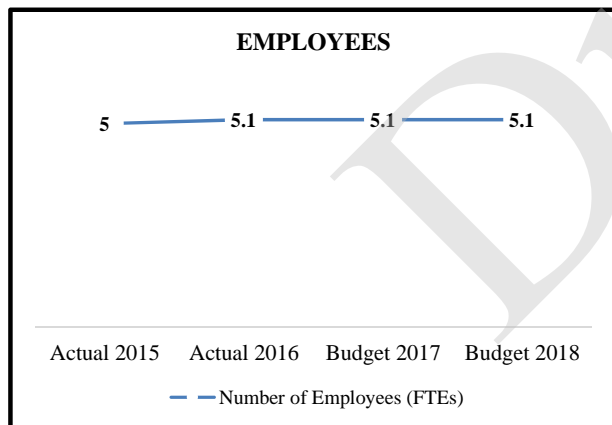
The Building Inspection Division's priority is to ensure that customers, whether homeowners or developers, receive a project that meets industry standards and provides a safe environment to live, work or shop in. This includes inspecting everything from a million-square-foot warehouse to a backyard deck. Inspections require a lot of time in the field, and like the mailman, we deliver that service in heat, rain, sleet or snow.

With more than 3,300 permits in 2017, inspectors carried out more than 5,500 inspections. As construction and codes get more complicated, the city has been looking at ways to give inspectors more time in the field and allow customers the ability to apply for permits at any time.

This past year, we implemented ProjectDox and ePermits. These programs allow applicants to apply and pay for a permit online and to submit drawings electronically 24 hours a day. In 2017, we created a new permit coordinator position, which processed more than 1,700 ePermits and served as customers' single point of contact for permit information. This software also allows permit status and comments to be available in real time to applicants, reducing permit review times and allowing applicants to make any necessary changes and resubmit for a faster turnaround.

In late 2017, the building inspectors also began inspecting landscaping on development projects. This is to make sure that plant materials are properly placed and planted and that damaged or dead materials are replaced prior to the warranty period.

In 2018, we will be implementing online inspections and electronic field inspections. This will allow inspectors to access electronic drawings in the field along with notes and comments. City staff will be able to complete inspections in real time, allowing more time in the field. We will also be implementing a completely paperless application system. Customers at the city hall counter will be able to enter permits directly into our system.



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2017 Annual Budget
Division: 33- BUILDING INSPECTIONS

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
33 - BUILDING INSPECTIONS					
6002 - WAGES	335,026.11	353,463.41	438,500.00	448,600.00	438,000.00
6005 - OVERTIME-FT	161.64	1,026.75	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	0.00	0.00	0.00
WAGES	335,187.75	354,490.16	438,500.00	448,600.00	438,000.00
6122 - PERA	25,596.73	26,905.10	33,600.00	34,200.00	33,500.00
6124 - FICA	23,503.30	25,125.53	33,200.00	33,900.00	33,100.00
6135 - HEALTH	49,074.83	43,833.73	43,200.00	56,300.00	65,600.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,835.30	2,000.30	2,100.00	2,100.00	2,100.00
6140 - LIFE/LTD	977.47	998.57	1,100.00	1,100.00	1,100.00
6145 - DENTAL	2,229.49	2,354.08	2,500.00	2,500.00	2,500.00
6170 - WORKERS COMPENSATION	3,046.15	2,352.58	1,600.00	1,700.00	1,700.00
6180 - COMPENSATED ABSENCES	8,567.88	10,531.23	0.00	5,700.00	7,000.00
BENEFITS	114,831.15	114,101.12	117,300.00	137,500.00	146,600.00
WAGES & BENEFITS	450,018.90	468,591.28	555,800.00	586,100.00	584,600.00
6202 - OPERATING SUPPLIES	1,941.52	4,756.35	500.00	1,000.00	1,100.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	5,259.56	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	536.58	364.92	500.00	500.00	500.00
6212 - UNIFORMS/CLOTHING	831.04	2,273.44	2,000.00	2,000.00	2,000.00
6222 - MOTOR FUELS & LUBRICANTS	2,249.59	1,812.59	2,200.00	2,200.00	2,200.00
6240 - EQUIPMENT MAINT SUPPLIES	976.54	1,377.21	500.00	500.00	500.00
6310 - ATTORNEY	113.75	430.00	600.00	600.00	700.00
6314 - COMPUTER SERVICES	0.00	0.00	0.00	0.00	500.00
6316 - EQUIPMENT MAINTENANCE	3,433.50	0.00	5,000.00	5,000.00	5,000.00
6327 - OTHER PROF SERVICES	103,290.90	142,487.34	100,000.00	100,000.00	100,000.00
6332 - POSTAGE	397.85	447.96	600.00	600.00	600.00
6334 - TELEPHONE	3,387.11	2,673.85	2,500.00	2,500.00	2,500.00
6336 - PRINTING/PUBLISHING	2,944.07	2,804.64	2,700.00	2,700.00	2,700.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	4,710.00	4,600.00	4,940.00	5,200.00
6352 - LIABILITY	4,606.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	31,124.00	36,038.00	63,600.00	55,100.00	56,300.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	11,000.04	11,000.04	11,500.00	11,500.00	12,100.00
6420 - EQUIPMENT RENT	53.03	65.04	10,000.00	10,000.00	10,000.00
6425 - EQUIPMENT RENT (IS FUND)	5,342.04	5,541.96	5,600.00	5,600.00	2,500.00
6430 - BUILDING RENT (IS FUND)	12,570.00	12,950.04	17,300.00	17,300.00	15,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,844.00	3,627.13	2,500.00	2,500.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	333.93	550.06	600.00	700.00	1,100.00
6480 - DUES	880.00	695.00	800.00	800.00	900.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	732.98	1,188.49	700.00	700.00	700.00
SUPPLIES AND SERVICES	189,588.47	241,053.62	234,300.00	226,740.00	226,000.00
6650 - CREDIT CARD FEES	6,168.36	6,048.16	6,000.00	0.00	0.00
6660 - BANK FEES- NSF FEE	(56.00)	(26.05)	100.00	0.00	0.00
6661 - CASH SHORT	0.00	0.16	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	6,112.36	6,022.27	6,100.00	0.00	0.00
Total 33 - BUILDING INSPECTIONS	645,719.73	715,667.17	796,200.00	812,840.00	810,600.00

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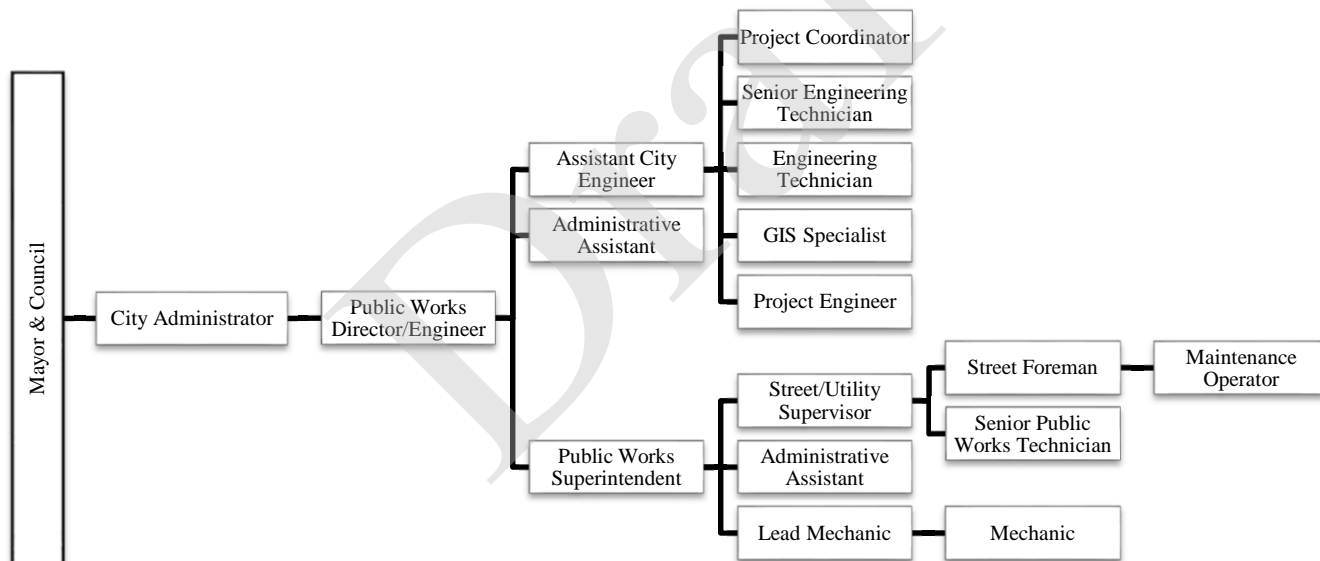
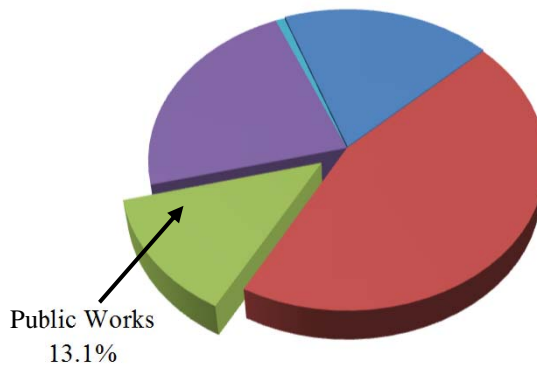
Public Works

Divisions:

The main divisions under Public Works consist of the following:

- Engineering
- Street
- Fleet

Expenditures as % of General Fund



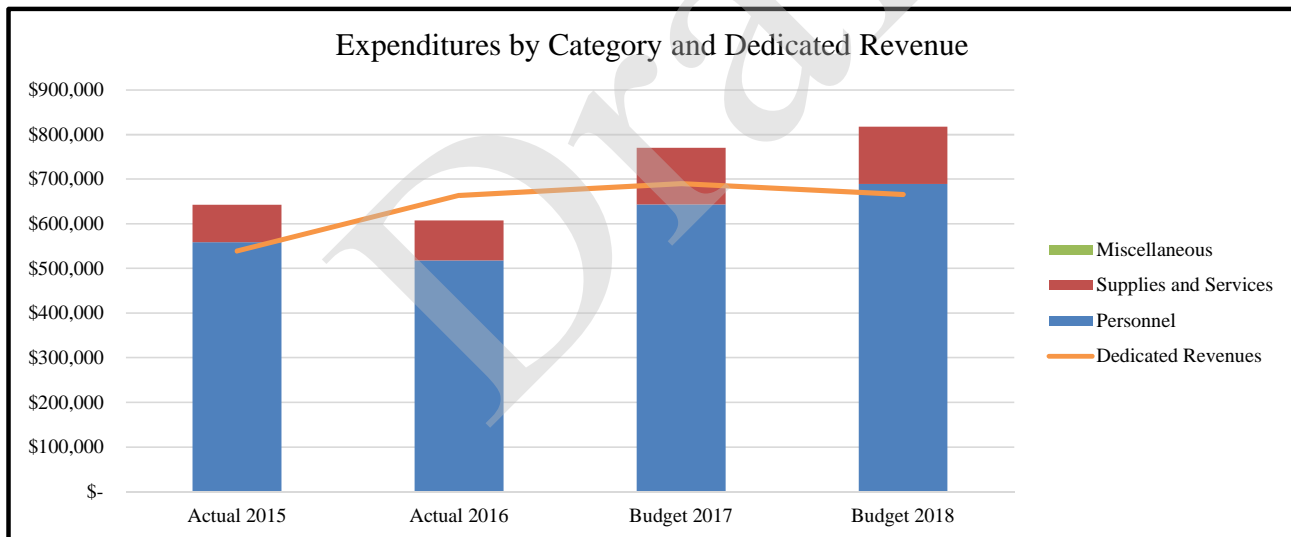


Description of Services:

Conduct field investigations, collect engineering data and specify the criteria for the investigations. Furnish designs, drawings, specifications and criteria. Secure bids, assist with contract rewards, and oversee and inspect construction. Testing and approving all sanitary sewer, storm sewer and roadway construction projects. Prepare all reports and studies required to preserve Municipal State Aid Funding received by the City. Review all public facilities proposed in the City, Wetland Conservation Act administration, review of building permits, Right of Way Management and Permitting, providing engineering assistance to other Departments, review technical engineering material and provide for City Council, City staff, City Commissions and Committees.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 559,065	\$ 518,217	\$ 664,800	\$ 643,600	\$ 689,600
Supplies and Services	83,900	89,743	121,400	126,850	128,000
Miscellaneous	(22)	(26)	-	-	-
Totals	\$ 642,943	\$ 607,934	\$ 786,200	\$ 770,450	\$ 817,600
Dedicated Revenues	\$ 538,983	\$ 663,355	\$ 581,000	\$ 690,300	\$ 666,000



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Projects	9	6	15	10
Value of Projects	\$4,300,000	\$2,451,000	\$10,421,000	\$7,870,000
Number of Private Subdivision Permits Issued	2	2	3	4
Number of Private Grading Permits Issued	11	12	11	11
Number of ROW Permits Issued	720	670	650	650

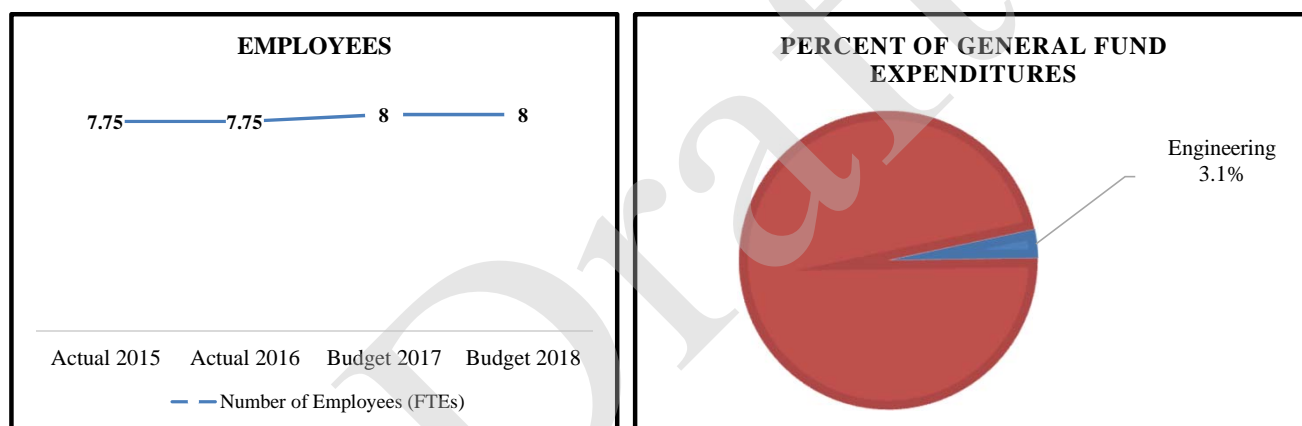
Budget Impact:

If your patience survived a city's reconstruction projects in your neighborhood, CONGRATULATIONS! Road and utility construction projects equate to one big nuisance: roads closed, detours, access issues, noise, dust, periodic loss of water service, etc. How more disrupting can we be to your everyday life for a summer?

Keeping the city's infrastructure maintained to a sustainable level keeps a community viable. The Engineering Division carries out the strategic infrastructure planning to do so from concept to design, from construction management to asset management. Engineering staff are consistently challenged with being experts in a wide range of infrastructure management and design, traffic safety, transportation planning, materials testing, project management, natural resources, contract management, underground utilities, surveying, private development and the many different multi-jurisdictional layers of laws, rules and regulations that the city must abide by.

Our department consistently seeks the continuing education to ensure we stay sharp in our expertise and all the latest and greatest technologies. Thank you in advance for your patience in all that we do.

With a new building and recent staff changes, our division is looking forward to improving our system service and internal systems in 2018. We anticipate this will be a year of improvements in how we do business internally and in our partnership with other city departments, particularly the Department of Planning and Development.



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2017 Annual Budget
Division: 41- ENGINEERING

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
41 - ENGINEERING					
6002 - WAGES	410,879.76	375,682.66	498,600.00	457,500.00	489,900.00
6005 - OVERTIME-FT	18,466.99	21,006.61	12,000.00	17,000.00	12,000.00
6015 - WAGES - PART TIME/TEMP	0.00	5,310.42	9,000.00	5,900.00	6,000.00
6017 - OVERTIME-PART TIME/TEMP	0.00	78.09	0.00	0.00	0.00
WAGES	429,346.75	402,077.78	519,600.00	480,400.00	507,900.00
6122 - PERA	31,897.23	29,602.16	38,700.00	35,700.00	37,600.00
6124 - FICA	30,906.96	29,229.17	40,200.00	36,800.00	38,900.00
6135 - HEALTH	43,325.18	38,079.52	54,200.00	69,600.00	81,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,148.92	2,154.80	3,400.00	3,200.00	3,400.00
6140 - LIFE/LTD	1,178.24	1,089.32	1,900.00	1,800.00	1,900.00
6145 - DENTAL	2,291.29	2,249.84	4,000.00	3,900.00	4,000.00
6170 - WORKERS COMPENSATION	3,273.41	2,240.39	2,800.00	2,800.00	3,000.00
6180 - COMPENSATED ABSENCES	14,696.70	4,417.83	0.00	9,400.00	11,900.00
6186 - PENSION EXPENSE	0.00	7,076.00	0.00	0.00	0.00
BENEFITS	129,717.93	116,139.03	145,200.00	163,200.00	181,700.00
WAGES & BENEFITS	559,064.68	518,216.81	664,800.00	643,600.00	689,600.00
6202 - OPERATING SUPPLIES	510.16	1,136.20	6,000.00	8,000.00	6,000.00
6210 - OFFICE SUPPLIES	1,416.89	2,541.31	2,700.00	2,700.00	2,700.00
6212 - UNIFORMS/CLOTHING	0.00	0.00	250.00	300.00	300.00
6213 - FOOD	220.89	260.83	200.00	200.00	200.00
6222 - MOTOR FUELS & LUBRICANTS	1,826.44	1,455.59	2,500.00	2,500.00	2,500.00
6240 - EQUIPMENT MAINT SUPPLIES	2,280.15	383.38	2,000.00	1,000.00	2,000.00
6250 - MERCHANDISE	1,220.70	0.00	0.00	0.00	0.00
6310 - ATTORNEY	1,772.50	791.25	5,250.00	2,800.00	4,300.00
6312 - ENGINEERING/DESIGN CONSULTANT	6,830.13	18,384.25	15,000.00	25,000.00	19,000.00
6316 - EQUIPMENT MAINTENANCE	0.00	578.15	0.00	0.00	0.00
6318 - FILING FEES	104.00	46.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	455.30	22.00	6,500.00	1,500.00	3,500.00
6332 - POSTAGE	1,696.23	807.05	1,000.00	800.00	1,000.00
6334 - TELEPHONE	5,792.05	5,152.29	5,000.00	5,300.00	5,300.00
6336 - PRINTING/PUBLISHING	3,297.07	2,755.17	2,000.00	2,000.00	2,000.00
6339 - COMPUTER ACCESS	0.00	1,257.93	0.00	0.00	600.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	6,560.00	6,400.00	6,250.00	6,500.00
6352 - LIABILITY	6,167.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	11,243.95	7,986.57	8,400.00	11,900.00	14,400.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	24,200.04	21,999.96	23,000.00	23,000.00	24,200.00
6420 - EQUIPMENT RENT	721.61	101.39	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	3,680.04	8,067.96	10,300.00	10,300.00	11,500.00
6430 - BUILDING RENT (IS FUND)	4,959.96	5,109.96	19,400.00	19,400.00	16,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,325.00	1,888.80	3,500.00	2,700.00	3,500.00
6475 - TRAVEL/SUBSISTENCE	1,708.89	1,946.22	1,000.00	600.00	600.00
6480 - DUES	307.50	437.75	750.00	400.00	800.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	163.00	73.28	250.00	200.00	200.00
SUPPLIES AND SERVICES	83,899.50	89,743.29	121,400.00	126,850.00	128,000.00
6650 - CREDIT CARD FEES	0.00	0.05	0.00	0.00	0.00
6660 - BANK FEES- NSF FEE	(22.00)	(26.00)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	(22.00)	(25.95)	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 41 - ENGINEERING	642,942.18	607,934.15	786,200.00	770,450.00	817,600.00

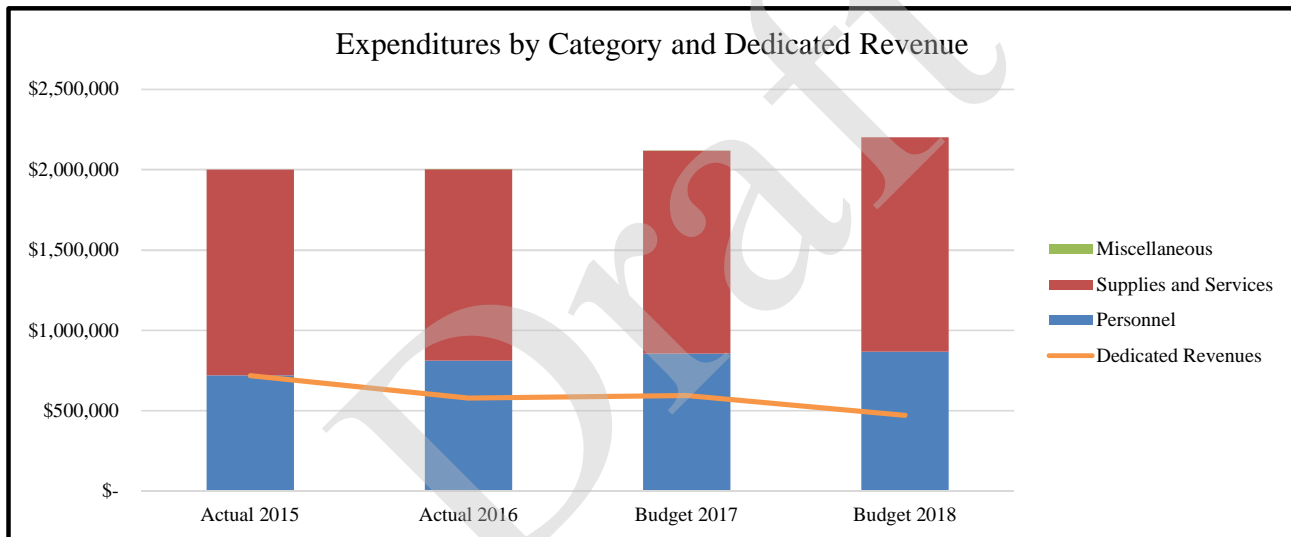


Description of Services:

Maintain bituminous and gravel roadways/alleys, traffic signs/stripping, snowplowing/ice control, street sign fabrication/installation, boulevard tree trimming/removal, and disease tree prevention.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 720,142	\$ 811,531	\$ 868,400	\$ 856,900	\$ 868,500
Supplies and Services	1,281,173	1,190,884	1,282,700	1,260,260	1,333,200
Miscellaneous	(26)	2,500	-	1,800	-
Totals	\$ 2,001,289	\$ 2,004,915	\$ 2,151,100	\$ 2,118,960	\$ 2,201,700
Dedicated Revenues	\$ 717,836	\$ 580,075	\$ 568,600	\$ 594,300	\$ 471,900



Key Measures:

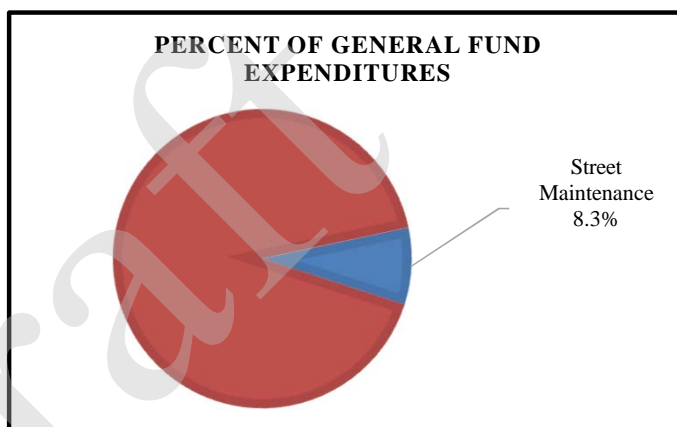
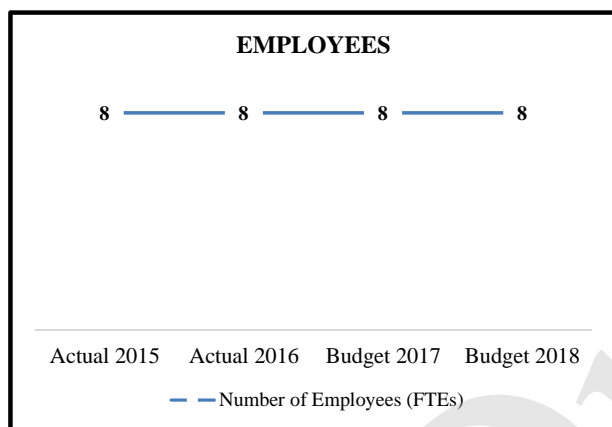
	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Street Miles	153.8	154.3	156.1	158.3
Streets Sealcoated (in CL-Miles)	13.8	10.3	13.3	12.0
Alley Miles	10.3	10.3	10.3	10.3
Alleys Paved (Miles)	Not Available	1.90	2.01	2.28
Number of Street Lights	Not Available	2,348	2,348	2,400
Number of Street lights replaced (Poles/Light Fixtures/Lights Repaired)	15/18/6	14/12/13	8/9/6	10/1,000/10
Number of Signs	Not Available	4,222	4,312	4,300
Number of Signs replaced	Not Available	372	230	300
Snowplowing Occurrences	15	11	15	15

Budget Impact:

If there is a pothole in the street, who do you call? Tree that blew down across the road? Sign knocked down by an errant vehicle? Mailbox knocked over by a snowplow? Another pass by the snowplow that filled in your driveway again (insert expletive here)? Old mattress and garbage dumped on city property? Yep, most of these issues are addressed by the Streets Maintenance Division.

The city has 11 crews assigned to the Streets Maintenance Division, Sewer and Surface Water Divisions that maintain the 156 miles of city streets and utilities. Thanks to strategic planning by the city, the condition of Shakopee's streets is among the top cities throughout the metro and state.

When it comes to snow and ice control events, it is "all hands-on deck." In addition to the streets crews, the parks crews and mechanics also jump in the equipment to plow more than 250 miles of streets, alleys, trails and sidewalks in addition to the many city facility parking lots. Although it doesn't snow like it did back in the day, stay tuned. We're bound to get a lunker snow storm every now and again.



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2017 Annual Budget

Division: 42- STREET MAINTENANCE

Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
42 - STREET MAINTENANCE					
6002 - WAGES	491,398.00	545,384.54	576,500.00	566,300.00	559,800.00
6005 - OVERTIME-FT	15,603.99	30,999.28	37,800.00	37,500.00	37,500.00
6015 - WAGES - PART TIME/TEMP	25,900.02	19,152.58	32,000.00	27,500.00	28,200.00
6017 - OVERTIME-PART TIME/TEMP	0.00	0.00	0.00	0.00	0.00
WAGES	532,902.01	595,536.40	646,300.00	631,300.00	625,500.00
6122 - PERA	37,980.35	43,228.79	46,100.00	45,100.00	44,800.00
6124 - FICA	37,592.94	42,173.95	49,600.00	47,900.00	47,500.00
6135 - HEALTH	73,636.59	78,710.60	82,900.00	81,100.00	93,800.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,179.83	3,586.21	3,500.00	3,500.00	3,500.00
6140 - LIFE/LTD	1,407.80	1,667.52	1,600.00	1,600.00	1,700.00
6145 - DENTAL	3,705.70	4,361.25	4,300.00	4,300.00	4,300.00
6170 - WORKERS COMPENSATION	17,070.93	25,045.99	34,100.00	33,500.00	36,700.00
6180 - COMPENSATED ABSENCES	12,665.90	17,219.80	0.00	8,600.00	10,700.00
BENEFITS	187,240.04	215,994.11	222,100.00	225,600.00	243,000.00
WAGES & BENEFITS	720,142.05	811,530.51	868,400.00	856,900.00	868,500.00
6202 - OPERATING SUPPLIES	43,781.77	53,222.45	52,700.00	51,300.00	52,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	259.99	270.67	0.00	2,000.00	0.00
6210 - OFFICE SUPPLIES	947.28	903.76	900.00	100.00	300.00
6212 - UNIFORMS/CLOTHING	11,835.41	12,610.54	13,000.00	13,000.00	13,000.00
6213 - FOOD	326.13	663.03	300.00	300.00	300.00
6215 - MATERIALS	137,137.75	148,589.63	132,500.00	129,700.00	134,500.00
6222 - MOTOR FUELS & LUBRICANTS	29,889.59	27,318.64	42,700.00	35,700.00	40,700.00
6230 - BUILDING MAINT SUPPLIES	7,826.02	3,909.56	3,500.00	7,000.00	7,000.00
6240 - EQUIPMENT MAINT SUPPLIES	36,117.71	37,412.04	35,800.00	30,400.00	30,000.00
6250 - MERCHANDISE	(170.33)	0.00	0.00	0.00	0.00
6310 - ATTORNEY	175.00	0.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	21,295.61	18,756.34	20,000.00	22,900.00	26,000.00
6316 - EQUIPMENT MAINTENANCE	50,035.73	98,934.24	50,000.00	56,000.00	55,000.00
6322 - PAVEMENT PRESERVATION	527,216.61	359,346.26	420,000.00	422,000.00	420,000.00
6326 - CLEANING SERVICES	0.00	0.00	0.00	0.00	18,600.00
6327 - OTHER PROF SERVICES	77,221.57	49,565.45	83,000.00	77,000.00	81,500.00
6332 - POSTAGE	237.95	42.09	100.00	100.00	100.00
6334 - TELEPHONE	4,659.31	4,732.94	4,700.00	4,700.00	4,700.00
6336 - PRINTING/PUBLISHING	3,386.47	2,824.50	3,300.00	3,300.00	3,300.00
6338 - ADVERTISING	0.00	0.00	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	45,540.00	44,700.00	40,560.00	42,100.00
6352 - LIABILITY	48,431.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	69,353.75	81,432.13	69,000.00	69,000.00	69,000.00
6364 - WATER	5,601.26	5,777.30	6,000.00	6,000.00	6,000.00
6365 - GAS	29,209.60	19,649.38	30,000.00	30,000.00	30,000.00
6366 - SEWER	3,748.71	4,555.52	4,000.00	4,000.00	4,000.00
6367 - REFUSE	1,345.25	1,772.38	10,000.00	4,200.00	10,200.00
6368 - STORM	4,866.97	4,249.70	5,000.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	3,902.50	902.50	0.00	900.00	1,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	21,999.96	21,999.96	23,000.00	23,000.00	24,200.00
6420 - EQUIPMENT RENT	31.05	1,217.45	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	109,988.04	153,216.00	188,200.00	188,200.00	214,300.00
6430 - BUILDING RENT (IS FUND)	27,300.00	28,119.96	33,700.00	33,700.00	40,200.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,416.95	2,878.60	5,300.00	4,400.00	4,400.00
6475 - TRAVEL/SUBSISTENCE	152.00	0.00	800.00	0.00	0.00
6480 - DUES	308.12	349.75	300.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	338.00	121.12	200.00	300.00	300.00
SUPPLIES AND SERVICES	1,281,172.73	1,190,883.89	1,282,700.00	1,260,260.00	1,333,200.00
6610 - AWARDS & DAMAGES	0.00	2,500.00	0.00	1,800.00	0.00
6660 - BANK FEES- NSF FEE	(26.00)	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	(26.00)	2,500.00	0.00	1,800.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 42 - STREET MAINTENANCE	2,001,288.78	2,004,914.40	2,151,100.00	2,118,960.00	2,201,700.00

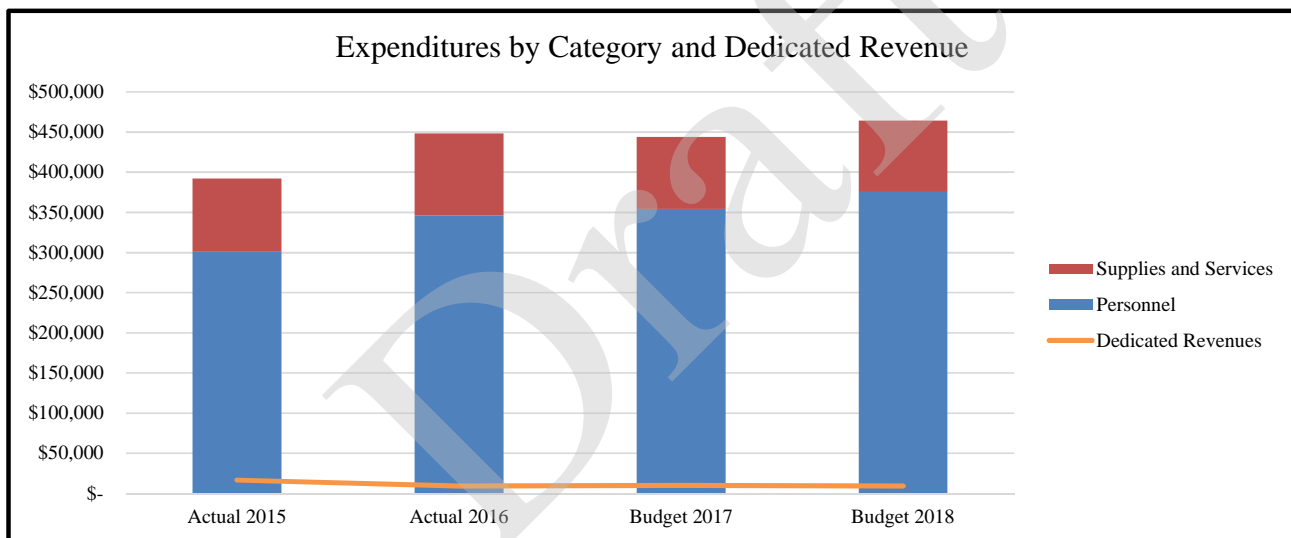


Description of Services:

Maintain vehicles/equipment in streets, park, administration, police, fire and other fleet areas, by preparing vehicle evaluation reports for all departments. Repairs for vehicles and equipment are billed to the respective departments. The Fleet area also operate a car and truck wash for government vehicles and operate fueling stations for city, county, school district and SPUC vehicles.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 301,799	\$ 346,370	\$ 353,200	\$ 354,300	\$ 375,500
Supplies and Services	90,254	101,954	81,800	89,760	88,700
Totals	\$ 392,053	\$ 448,324	\$ 435,000	\$ 444,060	\$ 464,200
Dedicated Revenues	\$ 16,873	\$ 9,683	\$ 12,000	\$ 10,500	\$ 9,500



Key Measures:

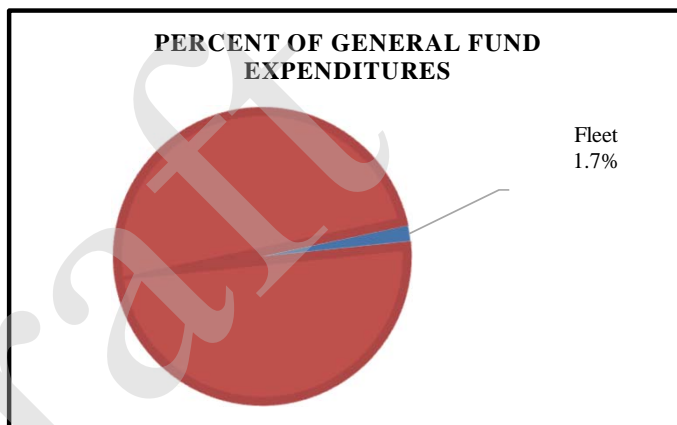
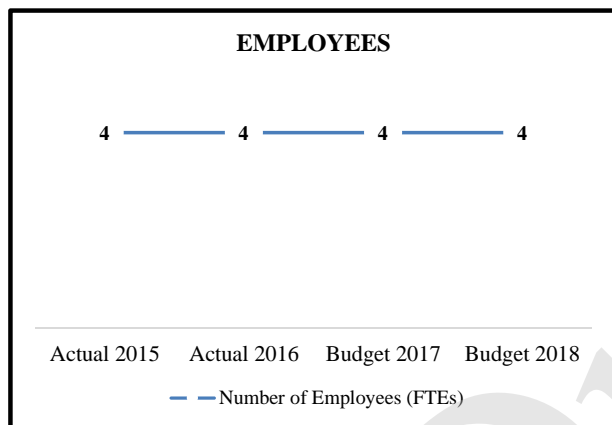
	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Vehicles/Pieces of Equipment	367	369	373	364
Gallons of Diesel Used	36,007	38,609	38,321	38,500
Gallons of Unleaded Used	53,712	55,868	55,627	56,000
Car/Truck Washes	1,436	1,541	1,578	1,600

Budget Impact:

Police squads. Fire trucks. Lawn mowers. Gas weed whips. Staff vehicles. Street sweepers. Loaders. Snowplow trucks. Snow Blowers. The city has nearly 400 pieces of equipment and vehicles in its inventory. It takes a lot of equipment to support the many functions of the city. To some people's surprise, only three mechanics at the city's full-service garage maintain this very diverse vehicle and equipment inventory, keeping a very high standard of maintenance.

In addition to thousands of maintenance and repair services throughout the year, the city's garage runs a fuel dispensary system that provides fuel to the city's fleet, as well as Scott County, the Shakopee School District and Shakopee Public Utilities vehicles. About 95,000 gallons of fuel is dispensed annually.

If you see a city vehicle that is dirty, we hope it is headed to the city's car wash. The city has an automatic car wash, with a count of almost 1,600 washes in 2017. In addition to the car wash, the city operates an automatic truck wash. After every snow and ice-control event, the trucks head through the truck wash to wash off the salt and grime, helping to extend the service life of the city's trucks. We all know what salt does to our vehicles in Minnesota.



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2017 Annual Budget

Division: 44- FLEET

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
44 - FLEET					
6002 - WAGES	208,593.77	236,025.06	243,200.00	242,400.00	250,900.00
6005 - OVERTIME-FT	1,875.43	923.00	1,700.00	1,700.00	1,700.00
6015 - WAGES - PART TIME/TEMP	8,690.73	2,665.60	9,400.00	7,500.00	7,800.00
WAGES	219,159.93	239,613.66	254,300.00	251,600.00	260,400.00
6122 - PERA	15,785.35	17,772.20	18,500.00	18,300.00	18,900.00
6124 - FICA	15,344.91	16,391.45	19,500.00	19,300.00	19,900.00
6135 - HEALTH	35,816.35	40,322.68	50,200.00	50,000.00	59,700.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,329.20	1,473.66	1,700.00	1,700.00	1,700.00
6140 - LIFE/LTD	604.63	683.19	800.00	700.00	800.00
6145 - DENTAL	1,554.82	1,736.67	2,000.00	2,000.00	2,000.00
6160 - UNEMPLOYMENT	0.00	519.96	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	8,244.99	9,723.93	6,200.00	6,800.00	7,200.00
6180 - COMPENSATED ABSENCES	3,958.37	18,132.84	0.00	3,900.00	4,900.00
BENEFITS	82,638.62	106,756.58	98,900.00	102,700.00	115,100.00
WAGES & BENEFITS	301,798.55	346,370.24	353,200.00	354,300.00	375,500.00
6202 - OPERATING SUPPLIES	5,968.41	8,947.84	12,200.00	10,100.00	10,200.00
6203 - TOOLS	3,396.79	87.09	1,500.00	500.00	500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	259.99	26,781.24	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	482.55	113.74	300.00	150.00	200.00
6212 - UNIFORMS/CLOTHING	4,261.58	4,762.68	4,500.00	5,000.00	5,000.00
6213 - FOOD	60.32	168.22	200.00	100.00	100.00
6222 - MOTOR FUELS & LUBRICANTS	1,178.03	5,220.49	600.00	700.00	700.00
6240 - EQUIPMENT MAINT SUPPLIES	(8,652.95)	(7,635.32)	(8,700.00)	12,000.00	12,000.00
6250 - MERCHANDISE	14,844.97	2,629.88	15,000.00	0.00	0.00
6315 - BUILDING MAINT.	0.00	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	7,921.95	5,669.50	8,000.00	7,800.00	8,300.00
6327 - OTHER PROF SERVICES	322.00	158.00	1,500.00	500.00	500.00
6332 - POSTAGE	0.00	19.18	0.00	0.00	0.00
6334 - TELEPHONE	2,050.98	2,002.41	2,000.00	2,000.00	2,000.00
6336 - PRINTING/PUBLISHING	1,229.39	1,141.24	1,000.00	500.00	1,000.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	2,650.00	2,600.00	3,060.00	3,100.00
6352 - LIABILITY	2,068.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	10,077.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	3,395.09	3,535.95	3,000.00	3,000.00	3,000.00
6364 - WATER	508.80	581.00	400.00	500.00	500.00
6410 - SOFTWARE - ANNUAL FEES	1,433.00	5,443.75	11,600.00	17,525.00	11,600.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	11,000.04	11,000.04	11,500.00	11,500.00	12,100.00
6420 - EQUIPMENT RENT	0.00	72.36	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	27,300.00	28,119.96	14,000.00	14,000.00	17,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	912.90	446.85	500.00	800.00	800.00
6475 - TRAVEL/SUBSISTENCE	0.00	8.00	0.00	0.00	0.00
6480 - DUES	113.50	30.00	100.00	25.00	100.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	121.75	0.00	0.00	0.00	0.00
SUPPLIES AND SERVICES	90,254.09	101,954.10	81,800.00	89,760.00	88,700.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 44 - FLEET	392,052.64	448,324.34	435,000.00	444,060.00	464,200.00

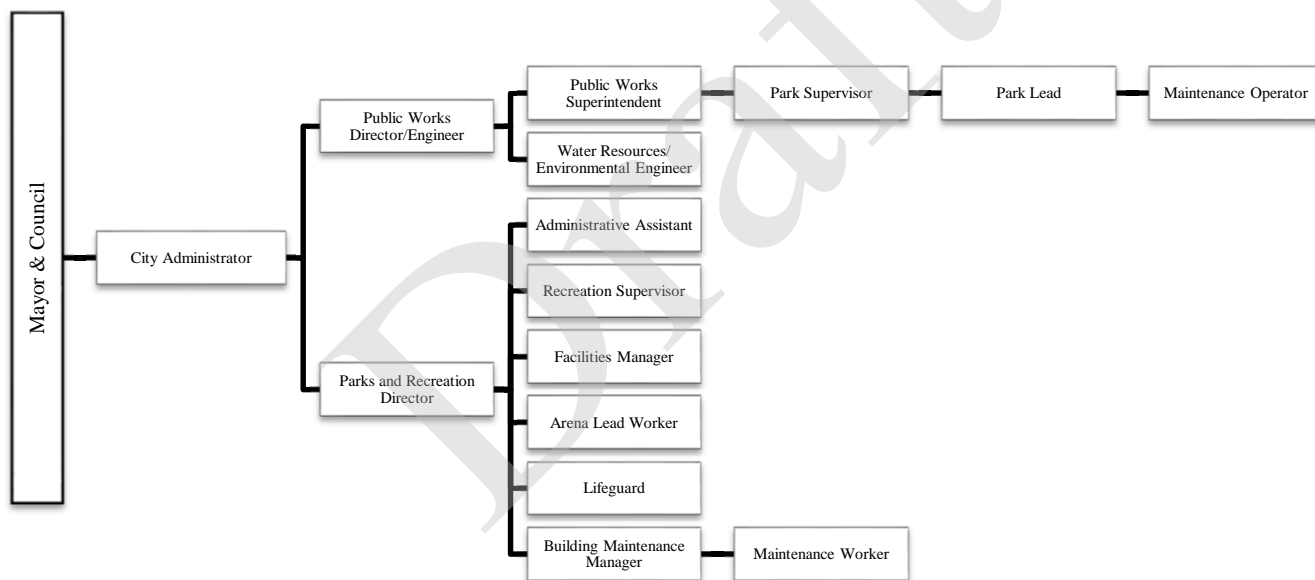
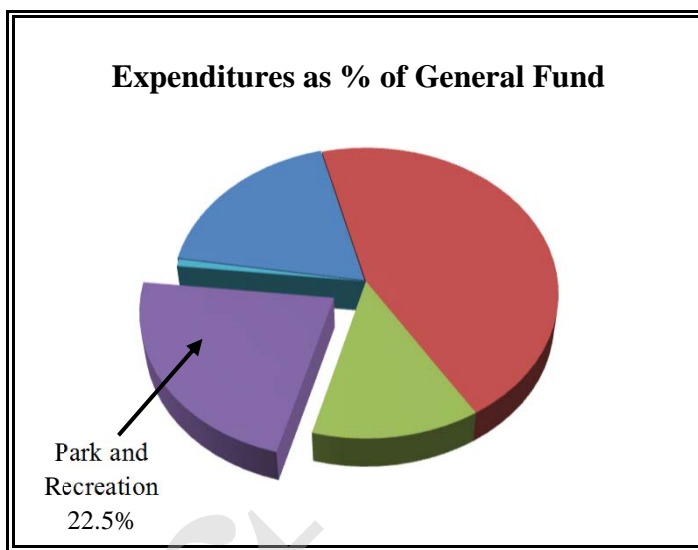
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Park and Recreation

Divisions:

The main divisions under Park and Recreation consist of the following:

- Park Maintenance
- Natural Resources
- Recreation



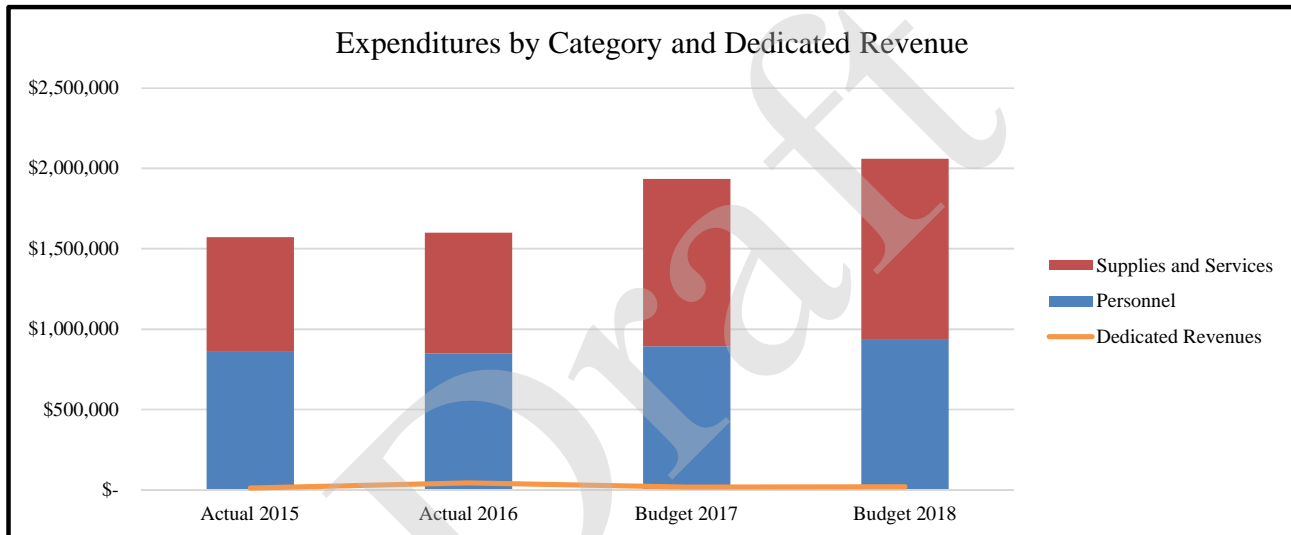


Description of Services:

Provide public services to maintain the investment of infrastructure in parks and public grounds.

Budget:

	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Expenditures by Category					
Personnel	\$ 864,422	\$ 849,495	\$ 868,100	\$ 894,200	\$ 933,400
Supplies and Services	707,792	751,895	1,068,200	1,040,520	1,126,900
Totals	\$ 1,572,214	\$ 1,601,390	\$ 1,936,300	\$ 1,934,720	\$ 2,060,300
Dedicated Revenues	\$ 11,247	\$ 43,806	\$ 21,000	\$ 18,000	\$ 20,000



Key Measures:

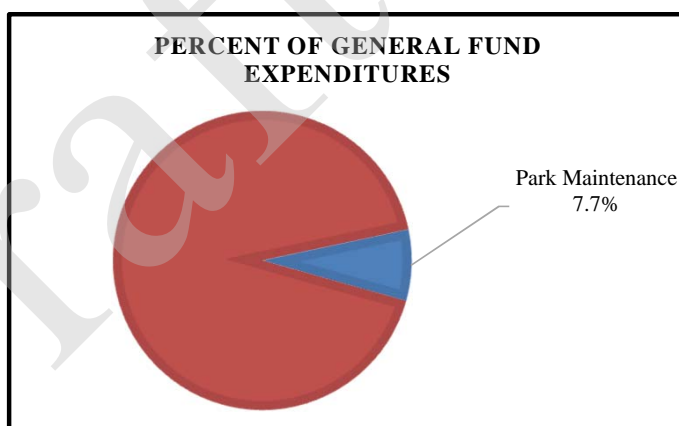
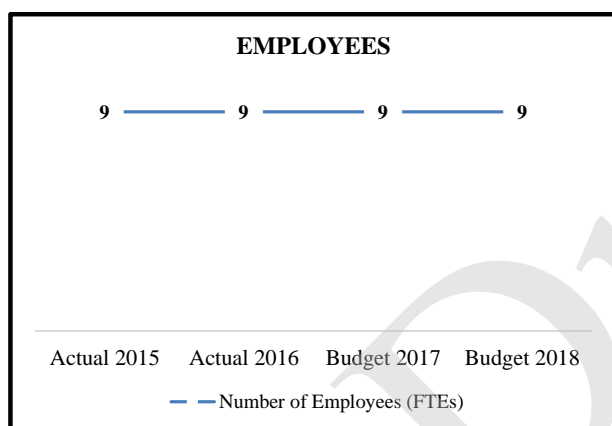
	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Acres of Land Mowed	194	194	194	197
Playgrounds	27	27	27	27
Outdoor Ice Rinks Maintained	10	10	12	12
Sports Fields Maintained	93	93	93	94
Park Facility Restrooms Maintained	14	14	14	14

Budget Impact:

It takes a lot to maintain the facilities and grounds for one of the largest property owners in Shakopee – the city. How do you maintain 662.4 acres of parks/open space land with 43 parks, 27 playgrounds, 93 sports fields and 194 acres to be mowed. With great and efficient staff! The Parks Maintenance Division consists of nine full-time and 14 seasonal staff that do it all.

In addition to the routine mowing, field preparation, park shelter maintenance, skating/hockey rink maintenance, snow plowing of trails, etc., the park maintenance staff oversaw several projects in 2017, including the painting of Schleper Stadium, replacement of playground equipment at Emerald Lane and Hiawatha parks, roof replacement and painting of the gazebo on Levee Drive, construction of the Shakopee Fun For All, ADA-compliant playground in Lions Park and reconstruction of the pedestrian trail at Muenchow Fields. Using our own equipment and crews, city staff also reconfigured ball field #8 at Tahpah Park so it can support sanctioned tournaments, reconfigured ball field #1 in Muenchow Fields to support its usage and constructed a new 120-foot-by-240-foot football/soccer playfield in Tahpah Park to mention a few. Expect more of the same in 2018.

With such an expansive, heavy workload and with the goal of maintaining top-notch facilities to serve our residents' sporting, recreation and active living events, it takes a dedicated, well-experienced crew. Next time you see parks crews mowing the ball fields or plowing the snow off a trail, give them a wave.



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2017 Annual Budget

Division: 46- PARK MAINTENANCE

Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
46 - PARK MAINTENANCE					
6002 - WAGES	560,675.68	573,731.27	571,800.00	584,500.00	600,500.00
6005 - OVERTIME-FT	7,054.97	9,679.09	12,300.00	12,400.00	12,300.00
6015 - WAGES - PART TIME/TEMP	58,374.09	42,023.21	80,400.00	82,100.00	84,200.00
6017 - OVERTIME-PART TIME/TEMP	84.40	0.00	0.00	0.00	0.00
WAGES	626,189.14	625,433.57	664,500.00	679,000.00	697,000.00
6122 - PERA	42,288.60	43,617.82	44,200.00	45,100.00	46,200.00
6124 - FICA	45,305.43	45,037.41	49,500.00	50,700.00	53,500.00
6135 - HEALTH	81,315.36	70,200.77	75,900.00	75,900.00	90,400.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,669.57	3,834.55	3,800.00	3,800.00	3,800.00
6140 - LIFE/LTD	1,591.44	1,667.45	1,700.00	1,700.00	1,700.00
6145 - DENTAL	4,442.63	4,525.19	4,500.00	4,500.00	4,500.00
6170 - WORKERS COMPENSATION	36,257.14	38,426.85	24,000.00	25,100.00	25,900.00
6180 - COMPENSATED ABSENCES	23,362.51	16,751.51	0.00	8,400.00	10,400.00
BENEFITS	238,232.68	224,061.55	203,600.00	215,200.00	236,400.00
WAGES & BENEFITS	864,421.82	849,495.12	868,100.00	894,200.00	933,400.00
6202 - OPERATING SUPPLIES	49,202.91	31,117.93	43,000.00	44,700.00	45,700.00
6204 - FURNISHINGS (NOT CAPITALIZED)	5,138.92	6,750.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	29.02	155.62	200.00	100.00	100.00
6212 - UNIFORMS/CLOTHING	13,643.81	15,514.51	15,000.00	15,000.00	15,000.00
6213 - FOOD	238.47	214.50	300.00	200.00	200.00
6215 - MATERIALS	30,337.74	25,697.88	46,000.00	40,000.00	40,000.00
6222 - MOTOR FUELS & LUBRICANTS	28,031.26	25,560.35	34,500.00	30,500.00	34,500.00
6230 - BUILDING MAINT SUPPLIES	5,447.34	2,504.28	2,500.00	2,500.00	2,500.00
6240 - EQUIPMENT MAINT SUPPLIES	35,112.73	33,098.58	35,000.00	35,000.00	35,000.00
6250 - MERCHANDISE	8.99	0.00	0.00	0.00	0.00
6312 - ENGINEERING/DESIGN CONSULTANT	0.00	0.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	11,444.16	11,031.31	7,000.00	10,000.00	10,000.00
6316 - EQUIPMENT MAINTENANCE	9,146.21	31,457.43	13,700.00	8,200.00	8,200.00
6322 - PAVEMENT PRESERVATION	0.00	42,871.40	60,000.00	60,000.00	60,000.00
6326 - CLEANING SERVICES	7,620.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	53,733.77	29,218.99	45,500.00	43,000.00	44,500.00
6334 - TELEPHONE	4,570.02	4,067.25	4,000.00	4,000.00	4,000.00
6336 - PRINTING/PUBLISHING	832.53	394.93	500.00	500.00	500.00
6338 - ADVERTISING	0.00	0.00	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	99,030.00	97,200.00	91,920.00	95,500.00
6352 - LIABILITY	107,466.26	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	62,621.36	74,144.04	61,000.00	59,000.00	61,000.00
6364 - WATER	15,830.94	15,163.90	15,500.00	15,600.00	15,600.00
6365 - GAS	6,136.11	4,952.76	10,000.00	10,000.00	10,000.00
6366 - SEWER	782.28	824.82	800.00	800.00	800.00
6367 - REFUSE	0.00	102.89	0.00	0.00	0.00
6368 - STORM	13,613.63	16,588.13	22,400.00	17,500.00	17,500.00
6410 - SOFTWARE - ANNUAL FEES	3,000.00	502.00	0.00	0.00	0.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	19,800.00	19,800.00	20,700.00	20,700.00	21,700.00
6420 - EQUIPMENT RENT	0.00	326.93	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	62,304.00	92,186.04	118,300.00	118,300.00	127,600.00
6430 - BUILDING RENT (IS FUND)	27,300.00	28,119.96	31,500.00	31,500.00	38,200.00
6435 - OTHER RENT	132,241.05	7,649.74	8,000.00	8,000.00	9,000.00
6440 - PARK RENT (IS FUND)	0.00	128,750.04	372,000.00	372,000.00	427,400.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,007.50	4,017.80	3,500.00	1,000.00	2,000.00
6475 - TRAVEL/SUBSISTENCE	120.00	0.00	0.00	0.00	0.00
6480 - DUES	30.75	0.00	0.00	200.00	200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	81.12	100.00	300.00	200.00
SUPPLIES AND SERVICES	707,791.76	751,895.13	1,068,200.00	1,040,520.00	1,126,900.00
MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
6740 - EQUIPMENT	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total 46 - PARK MAINTENANCE	1,572,213.58	1,601,390.25	1,936,300.00	1,934,720.00	2,060,300.00

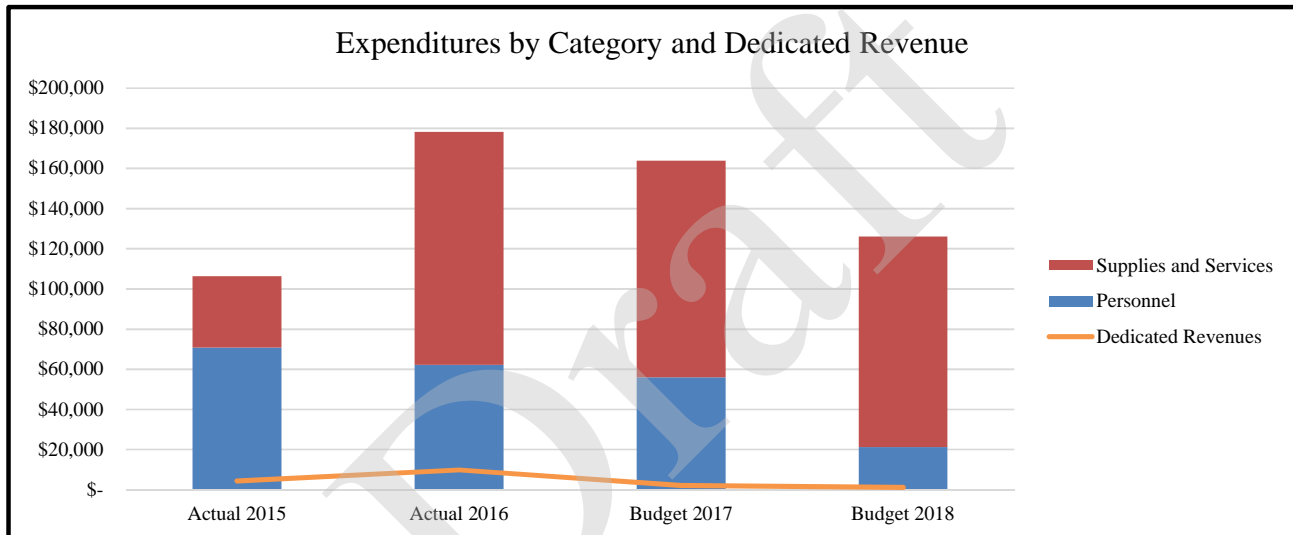


Description of Services:

Identify, recommend, develop, and coordinate ecologically sound development and management practices.

Budget:

	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Expenditures by Category					
Personnel	\$ 70,858	\$ 62,245	\$ 83,400	\$ 56,000	\$ 21,400
Supplies and Services	35,600	116,024	114,600	107,840	104,800
Totals	\$ 106,458	\$ 178,269	\$ 198,000	\$ 163,840	\$ 126,200
Dedicated Revenues	\$ 4,424	\$ 9,939	\$ 2,600	\$ 2,300	\$ 1,200



Key Measures:

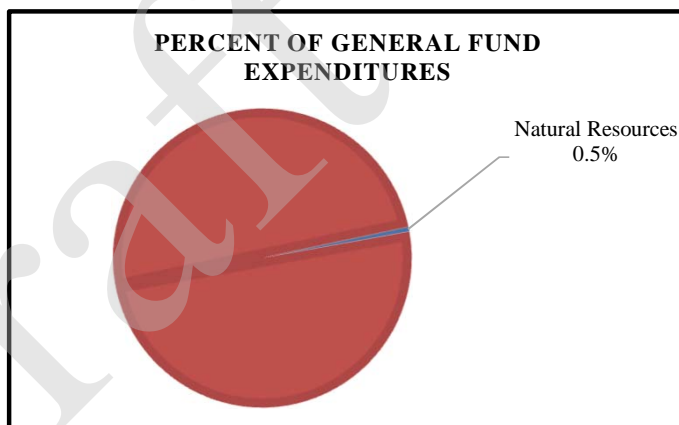
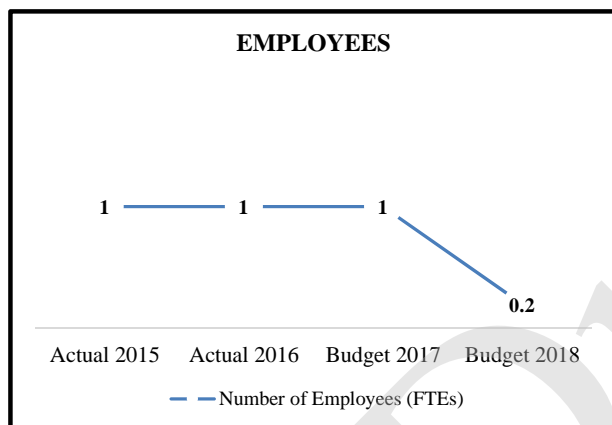
	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Trees Pruned	500	701	809	700
Ash Trees Treated	0	210	185	170
Trees Planted	270	306	301	339
Trees Sold at Tree Sale	97	136	121	150
Acres Stormwater Pond Buffer Managed	10	15	15	15

Budget Impact:

Nature can be destroyed in a matter of seconds but can take years and decades to restore. A key initiative to avoid this destruction was to create the Natural Resources Division. This division is tasked with implementing initiatives to preserve and protect the city's urban forest, wetlands, plantings in open spaces, buffers around water bodies, invasive plant management and public education to develop natural resource/environmental outreach programs with conservation in mind.

The city's tree stock is such a significant and valuable resource. Trees give us oxygen, absorb storm water and carbon dioxide, store carbon, stabilize the soil, absorb pollutants, prevent flooding and soil erosion, provide shade from solar radiation, reduce noise and wind speed, lower stress and blood pressure, increase property values and so much more. Maintaining safe, healthy trees takes significant efforts, and the city is dedicated to these efforts. Shakopee has received the "Tree City USA" designation for the past nine years for the city's efforts and commitment to its urban forest management. Contact the Public Works Department for information about purchasing a tree at our annual spring tree sale.

In 2018, the city is adding a new full-time water resources/environmental engineer to assist in a variety of environmental projects, including natural resources. This position will continue to ensure we are good stewards of our community's great resources.



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2017 Annual Budget
Division: 66- NATURAL RESOURCES

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
66 - NATURAL RESOURCES					
6002 - WAGES	49,499.80	45,402.65	56,500.00	37,200.00	11,900.00
6005 - OVERTIME-FT	234.38	0.00	0.00	500.00	500.00
6015 - WAGES - PART TIME/TEMP	5,844.30	5,445.13	7,500.00	6,500.00	6,700.00
WAGES	55,578.48	50,847.78	64,000.00	44,200.00	19,100.00
6122 - PERA	3,654.97	3,329.55	4,200.00	2,800.00	900.00
6124 - FICA	4,213.58	3,855.18	4,900.00	3,300.00	1,400.00
6135 - HEALTH	5,243.35	4,193.10	6,200.00	4,100.00	0.00
6139 - POST EMPLOYMENT HEALTH PLAN	329.19	293.84	400.00	300.00	0.00
6140 - LIFE/LTD	143.64	129.04	200.00	100.00	0.00
6145 - DENTAL	400.45	352.83	500.00	300.00	0.00
6170 - WORKERS COMPENSATION	434.01	273.23	3,000.00	200.00	0.00
6180 - COMPENSATED ABSENCES	860.44	(1,029.97)	0.00	700.00	0.00
BENEFITS	15,279.63	11,396.80	19,400.00	11,800.00	2,300.00
WAGES & BENEFITS	70,858.11	62,244.58	83,400.00	56,000.00	21,400.00
6202 - OPERATING SUPPLIES	7,534.78	4,678.80	1,000.00	500.00	500.00
6210 - OFFICE SUPPLIES	70.46	0.00	600.00	0.00	0.00
6213 - FOOD	31.66	117.83	0.00	0.00	0.00
6215 - MATERIALS	5,161.00	3,884.00	100.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	1,083.47	730.35	1,000.00	0.00	0.00
6240 - EQUIPMENT MAINT SUPPLIES	32.00	84.00	100.00	0.00	0.00
6310 - ATTORNEY	70.00	291.25	500.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	15,036.50	95,443.01	96,000.00	96,000.00	96,000.00
6332 - POSTAGE	0.00	342.00	300.00	0.00	0.00
6334 - TELEPHONE	526.10	765.42	1,000.00	0.00	0.00
6336 - PRINTING/PUBLISHING	13.81	855.04	500.00	300.00	300.00
6339 - COMPUTER ACCESS	455.13	385.11	400.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	940.00	900.00	740.00	800.00
6352 - LIABILITY	915.00	0.00	0.00	0.00	0.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	4,400.04	4,400.04	4,600.00	4,600.00	4,800.00
6425 - EQUIPMENT RENT (IS FUND)	0.00	1,992.00	2,200.00	2,200.00	2,400.00
6430 - BUILDING RENT (IS FUND)	0.00	0.00	3,500.00	3,500.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	185.00	400.00	1,500.00	0.00	0.00
6475 - TRAVEL/SUBSISTENCE	0.00	0.00	200.00	0.00	0.00
6480 - DUES	85.00	715.62	200.00	0.00	0.00
SUPPLIES AND SERVICES	35,599.95	116,024.47	114,600.00	107,840.00	104,800.00
Total 66 - NATURAL RESOURCES	106,458.06	178,269.05	198,000.00	163,840.00	126,200.00

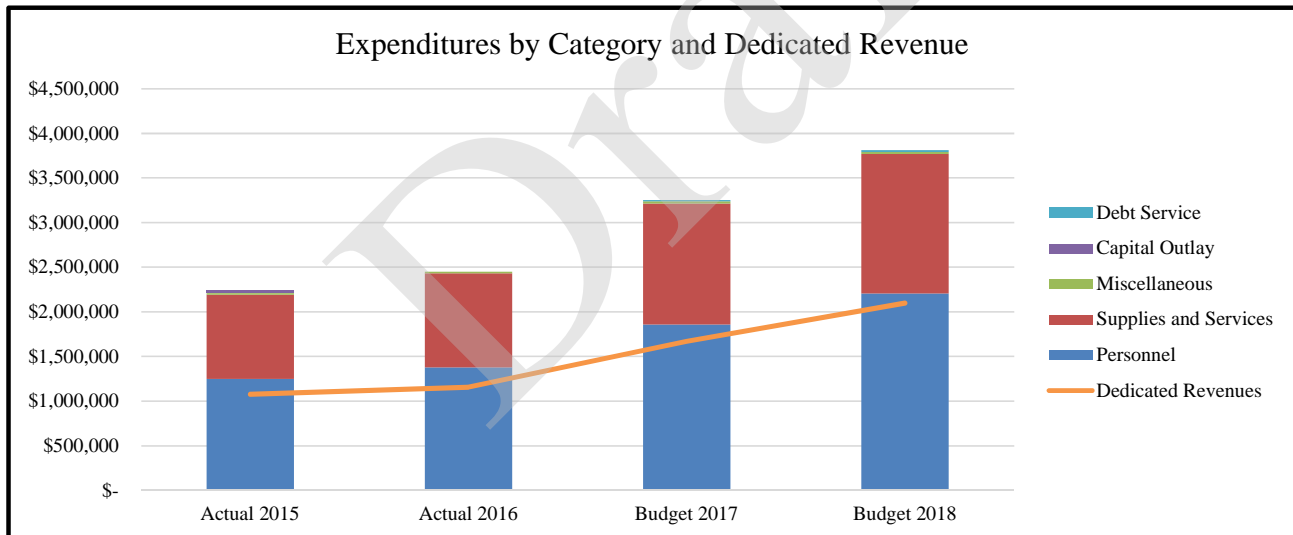


Description of Services:

Recreation provides resources for the administration of comprehensive leisure services, recreation facilities, and park design and construction administration. This includes the coordination and scheduling of park and athletic field use; coordinating preschool, youth, teen, adult, and senior programs and special event activities; managing the operation of the Community Center, Ice Arena, Aquatic Park, and Youth Building; and conducting park land acquisition and development.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 1,250,136	\$ 1,379,793	\$ 1,791,100	\$ 1,861,285	\$ 2,209,100
Supplies and Services	941,976	1,053,766	1,377,900	1,353,735	1,560,050
Miscellaneous	18,295	18,948	21,000	23,150	23,150
Capital Outlay	27,991	-	-	-	-
Debt Service	-	-	-	16,600	22,200
Totals	\$ 2,238,398	\$ 2,452,507	\$ 3,190,000	\$ 3,254,770	\$ 3,814,500
Dedicated Revenues	\$ 1,077,310	\$ 1,157,746	\$ 1,672,100	\$ 1,669,750	\$ 2,098,500



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
# of Members	2,060	2,492	4,612	5,458
# of Memberships	885	997	1,748	1,961
Daily Admissions to CC	113,772	114,158	130,000	210,000
Program Participation	19,788	23,700	25,000	27,000
SandVenture Membership	138	117	160	160
SandVenture Admissions	25,980	25,104	23,149*	26,000
Ice Rental Hours	1,599	1,734	3,028	3,215+

* 2017 had quite a few cold and rainy days for the outdoor pool.

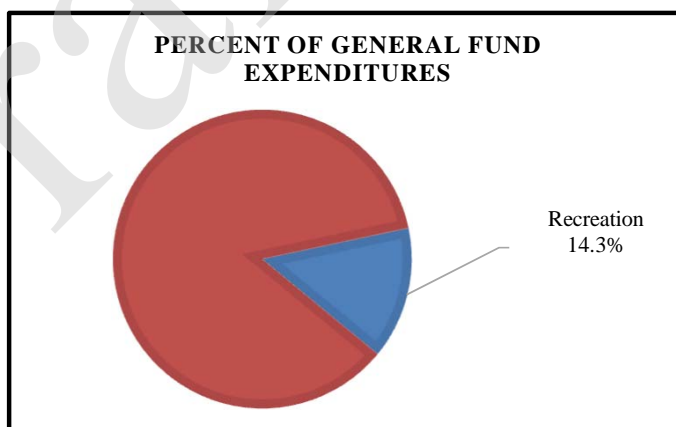
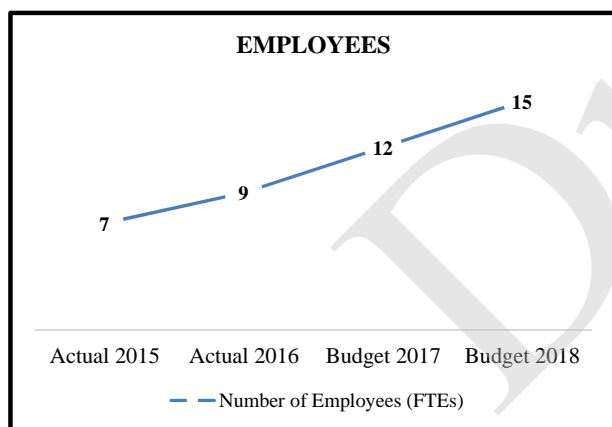
Budget Impact:

The Parks and Recreation Department is a major contributor to providing residents with a high quality of life. The recreation and parks that we offer help lower health care costs, reduce stress, enhance social relationships and give residents a sense of belonging and pride in the city they live in. In recent years, the city has made a major investment in the construction of the Ice Arena and renovations to the Community Center. The 2018 budget reflects the changes needed to ensure the facilities are successful and that the residents are well served with these great amenities.

The reaction to and support of the Community Center/Ice Arena is reflected in the 219-percent membership increase. We project revenues to increase by 209 percent in 2018 over 2017. To continue to provide excellent customer service to our growing members and users, we have increased staffing with three full-time positions. These positions include a maintenance worker and two full-time lifeguards. Having new facilities also requires allocations for increased electric and gas utilities, fitness equipment capital leases and a landscaping maintenance contract.

In 2017, our department was recognized by several local and state agencies with awards and other recognitions. The Community Center and Ice Arena were featured in Rink Magazine, Athletic Business and Minnesota Recreation and Parks Magazine. The Shakopee Fun For All Inclusive Playground was featured in the Minnesota Recreation and Parks Magazine and given the Award of Excellence by the Minnesota Recreation and Parks Association.

Our department is also successful thanks to the amazing partnerships and sponsorships that help us provide programs and facilities to our residents. We received more than \$2,000 and hundreds of prizes for our special events and programs. The Shakopee School District and Shakopee Youth Baseball Association contributed \$225,000 to Tahpah West ballfield. We also secured another \$150,000 in grants for park projects.



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2017 Annual Budget

Division: 67- RECREATION

Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
67 - RECREATION					
6002 - WAGES	589,424.99	659,665.54	808,900.00	824,600.00	956,900.00
6005 - OVERTIME-FT	312.47	476.05	300.00	885.00	1,400.00
6015 - WAGES - PART TIME/TEMP	421,378.04	421,769.27	681,400.00	701,900.00	814,600.00
6017 - OVERTIME-PART TIME/TEMP	8,485.09	8,984.45	9,600.00	17,900.00	14,100.00
WAGES	1,019,600.59	1,090,895.31	1,500,200.00	1,545,285.00	1,787,000.00
6122 - PERA	59,724.24	66,960.47	61,500.00	62,800.00	73,100.00
6124 - FICA	74,908.44	80,272.38	94,800.00	98,800.00	135,600.00
6135 - HEALTH	76,906.56	79,588.19	89,400.00	93,400.00	128,900.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,446.79	3,988.85	4,900.00	5,000.00	6,300.00
6140 - LIFE/LTD	1,648.50	1,924.22	2,300.00	2,300.00	2,900.00
6145 - DENTAL	3,852.46	4,514.85	5,800.00	6,000.00	7,600.00
6160 - UNEMPLOYMENT	513.80	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	13,064.90	31,696.22	32,200.00	35,300.00	50,400.00
6180 - COMPENSATED ABSENCES	(3,530.46)	12,625.67	0.00	12,400.00	17,300.00
6186 - PENSION EXPENSE	0.00	7,327.00	0.00	0.00	0.00
BENEFITS	230,535.23	288,897.85	290,900.00	316,000.00	422,100.00
WAGES & BENEFITS	1,250,135.82	1,379,793.16	1,791,100.00	1,861,285.00	2,209,100.00
6202 - OPERATING SUPPLIES	70,157.99	66,580.03	93,600.00	96,550.00	131,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	6,252.00	3,731.57	4,500.00	3,000.00	2,300.00
6210 - OFFICE SUPPLIES	2,967.84	2,424.73	6,100.00	4,320.00	5,300.00
6211 - RECREATION SUPPLIES	32,411.18	41,630.64	57,200.00	0.00	0.00
6212 - UNIFORMS/CLOTHING	4,936.95	4,572.02	9,700.00	7,700.00	9,500.00
6213 - FOOD	305.52	873.62	1,150.00	1,050.00	1,150.00
6215 - MATERIALS	53.44	7,676.83	3,100.00	0.00	500.00
6222 - MOTOR FUELS & LUBRICANTS	4,579.12	6,866.35	800.00	800.00	800.00
6230 - BUILDING MAINT SUPPLIES	21,834.34	30,787.21	50,500.00	42,500.00	45,000.00
6240 - EQUIPMENT MAINT SUPPLIES	987.38	5,234.63	11,000.00	8,200.00	8,500.00
6250 - MERCHANDISE	23,833.93	20,841.22	24,050.00	24,100.00	24,350.00
6310 - ATTORNEY	2,609.00	1,297.50	1,500.00	750.00	1,000.00
6315 - BUILDING MAINT.	47,905.93	67,050.82	71,500.00	63,500.00	57,500.00
6316 - EQUIPMENT MAINTENANCE	13,624.96	7,393.67	73,500.00	10,650.00	10,650.00
6324 - TRANSPORTATION	9,987.75	6,859.46	8,000.00	0.00	0.00
6325 - PERFORMERS/ INSTRUCTORS	17,745.49	14,091.21	23,800.00	0.00	0.00
6326 - CLEANING SERVICES	43,368.00	52,862.95	90,700.00	100,800.00	101,200.00
6327 - OTHER PROF SERVICES	26,682.16	39,547.13	31,400.00	62,450.00	70,600.00
6332 - POSTAGE	7,244.94	7,067.06	8,250.00	8,000.00	8,050.00
6334 - TELEPHONE	8,777.13	11,624.67	12,400.00	13,200.00	14,000.00
6336 - PRINTING/PUBLISHING	34,183.99	32,400.89	43,100.00	31,400.00	35,700.00
6338 - ADVERTISING	3,100.55	7,456.87	19,500.00	4,500.00	9,000.00
6339 - COMPUTER ACCESS	156.75	481.31	0.00	0.00	500.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	36,530.00	35,900.00	34,820.00	36,200.00
6352 - LIABILITY	40,975.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6360 - UTILITY SERVICE	0.00	0.00	0.00	1,000.00	2,800.00
6362 - ELECTRIC	138,778.51	181,755.65	198,500.00	303,000.00	349,000.00
6364 - WATER	9,930.94	11,959.51	33,700.00	22,300.00	28,700.00
6365 - GAS	39,367.50	39,408.85	64,000.00	76,300.00	78,400.00
6366 - SEWER	3,663.84	3,887.58	7,900.00	9,400.00	11,900.00
6367 - REFUSE	0.00	0.00	0.00	1,100.00	0.00
6368 - STORM	3,065.88	7,169.03	7,500.00	10,500.00	11,600.00
6410 - SOFTWARE - ANNUAL FEES	16,355.10	16,194.12	22,700.00	17,500.00	20,500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	30,799.92	30,800.04	32,200.00	32,200.00	33,700.00
6420 - EQUIPMENT RENT	61.29	44.89	900.00	32,500.00	43,700.00
6425 - EQUIPMENT RENT (IS FUND)	10,335.96	12,384.00	19,800.00	19,800.00	28,500.00
6430 - BUILDING RENT (IS FUND)	249,660.00	257,150.04	285,600.00	285,600.00	353,900.00
6435 - OTHER RENT	3,240.00	4,443.04	5,000.00	5,250.00	1,500.00
6472 - CONFERENCE/SCHOOL/TRAINING	4,003.31	4,572.68	6,750.00	7,645.00	9,150.00
6475 - TRAVEL/SUBSISTENCE	3,074.25	2,524.55	5,900.00	4,550.00	7,600.00
6480 - DUES	4,672.00	5,590.00	5,800.00	6,400.00	5,900.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	286.00	0.00	400.00	400.00	400.00
SUPPLIES AND SERVICES	941,975.84	1,053,766.37	1,377,900.00	1,353,735.00	1,560,050.00
6650 - CREDIT CARD FEES	16,330.18	17,114.08	18,000.00	20,000.00	20,000.00
6660 - BANK FEES- NSF FEE	362.94	187.51	500.00	500.00	500.00
6661 - CASH SHORT	(20.76)	85.92	0.00	150.00	150.00
6670 - RECREATION SCHOLARSHIPS	1,713.00	1,560.50	2,500.00	2,500.00	2,500.00
6671 - DONATED GIFT CARDS	(90.75)	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	18,294.61	18,948.01	21,000.00	23,150.00	23,150.00
6740 - EQUIPMENT	27,991.09	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	27,991.09	0.00	0.00	0.00	0.00
6830 - CAPITAL LEASE PAYMENT	0.00	0.00	0.00	13,800.00	16,400.00
6890 - DEBT SERVICE - OTHER CHARGES	0.00	0.00	0.00	2,800.00	5,800.00
DEBT SERVICE	0.00	0.00	0.00	16,600.00	22,200.00
Total 67 - RECREATION	2,238,397.36	2,452,507.54	3,190,000.00	3,254,770.00	3,814,500.00

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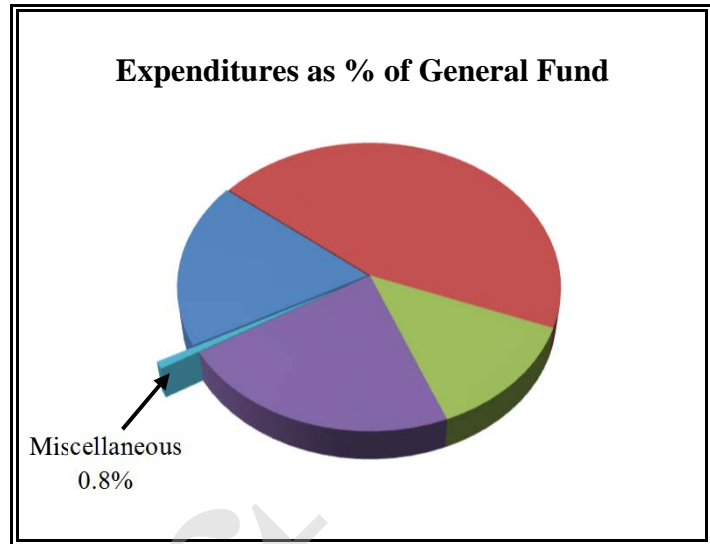


Miscellaneous

Divisions:

The main divisions under Miscellaneous consist of the following:

- Provision for unfunded liability costs
- Contingency as needed for community projects or unanticipated needs



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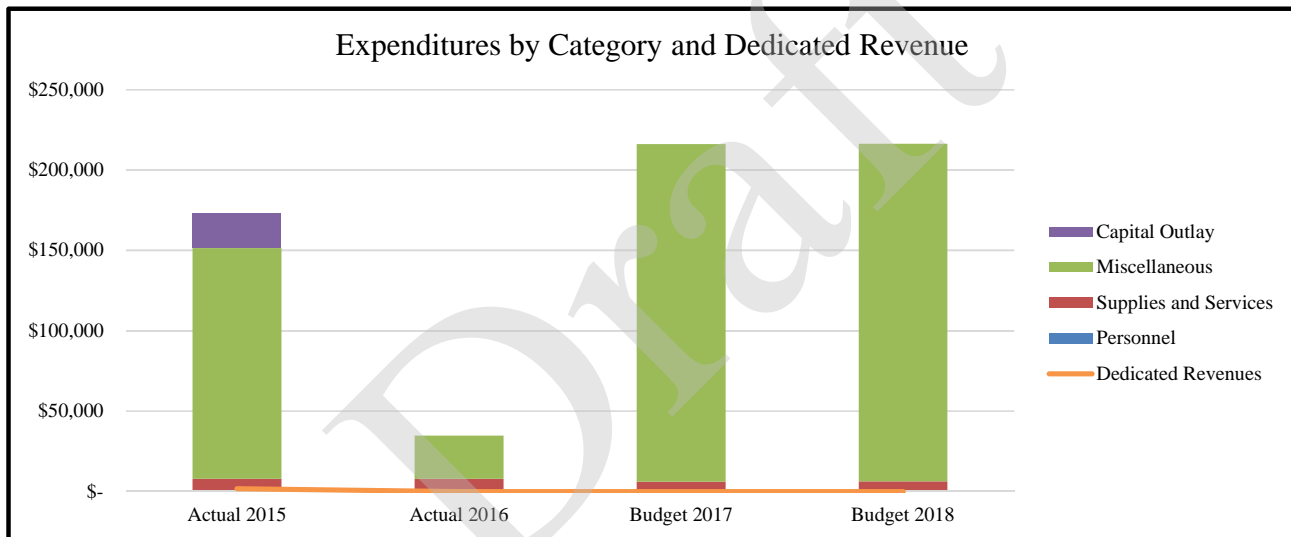


Description of Services:

This division accounts for costs not readily chargeable to other departments, and transfers to other funds.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 343	\$ 351	\$ -	\$ -	\$ -
Supplies and Services	7,682	7,580	7,600	6,250	6,300
Miscellaneous	143,421	26,904	210,000	210,000	210,000
Capital Outlay	21,800	-	-	-	-
Totals	\$ 173,246	\$ 34,835	\$ 217,600	\$ 216,250	\$ 216,300
Dedicated Revenues	\$ 1,781	\$ -	\$ -	\$ -	\$ -



Budget Impact:

Unallocated provides for projects that will be presented to City Council for consideration that could not have been added to the specific areas of the budget, but are deemed necessary to the effective functioning of the City.

Decision to utilize these funds are discussed and approved by City Council.

2017 Annual Budget
Division: 91- UNALLOCATED

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Object Account	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Requested Budget 2018
91 - UNALLOCATED					
6002 - WAGES	289.75	83.70	0.00	0.00	0.00
6005 - OVERTIME-FT	0.00	162.03	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	0.00	44.80	0.00	0.00	0.00
WAGES	289.75	290.53	0.00	0.00	0.00
6122 - PERA	21.74	18.44	0.00	0.00	0.00
6124 - FICA	21.46	21.68	0.00	0.00	0.00
6135 - HEALTH	0.00	0.00	0.00	0.00	0.00
6139 - POST EMPLOYMENT HEALTH PLAN	0.00	1.31	0.00	0.00	0.00
6140 - LIFE/LTD	0.00	0.00	0.00	0.00	0.00
6145 - DENTAL	0.00	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	10.18	19.34	0.00	0.00	0.00
BENEFITS	53.38	60.77	0.00	0.00	0.00
WAGES & BENEFITS	343.13	351.30	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
6213 - FOOD	0.00	0.00	0.00	0.00	0.00
6336 - PRINTING/PUBLISHING	0.00	0.00	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	7,580.00	7,600.00	6,250.00	6,300.00
6352 - LIABILITY	7,682.00	0.00	0.00	0.00	0.00
6420 - EQUIPMENT RENT	0.00	0.00	0.00	0.00	0.00
SUPPLIES AND SERVICES	7,682.00	7,580.00	7,600.00	6,250.00	6,300.00
6620 - PROPERTY TAX/SPECIAL ASSESS	0.00	3,854.72	0.00	0.00	0.00
6640 - DESIGNATED MISCELLANEOUS	143,421.27	23,049.54	100,000.00	100,000.00	100,000.00
6681 - CONTINGENCY	0.00	0.00	110,000.00	110,000.00	110,000.00
6685 - CONTINGENCY - DESIGNATED	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	143,421.27	26,904.26	210,000.00	210,000.00	210,000.00
6760 - IMPROVEMENTS	21,800.45	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	21,800.45	0.00	0.00	0.00	0.00
Total 91 - UNALLOCATED	173,246.85	34,835.56	217,600.00	216,250.00	216,300.00

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SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources designed to finance particular activities as required by law or administrative regulations.

Economic Development Authority (EDA) Fund (2190) accounts for the activities of EDA, which is comprised of the five members of the City Council.

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**2018 ANNUAL BUDGET
SPECIAL REVENUE FUND SUMMARY**

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	ECONOMIC DEVELOPMENT AUTHORITY
TAXES	350,000.00
CHARGES FOR SERVICES	6,000.00
MISCELLANEOUS	5,000.00
TOTAL REVENUES	361,000.00
ECONOMIC DEVELOPMENT	(354,400.00)
TOTAL EXPENDITURES	(354,400.00)
TRANSFERS IN	0.00
TOTAL OTHER FINANCING	0.00
EXCESS (DEFICIENCY) OF REV. OVER EXP.	6,600.00
FUND BALANCE, JANUARY 1	0.00
FUND BALANCE, DECEMBER 31	6,600.00

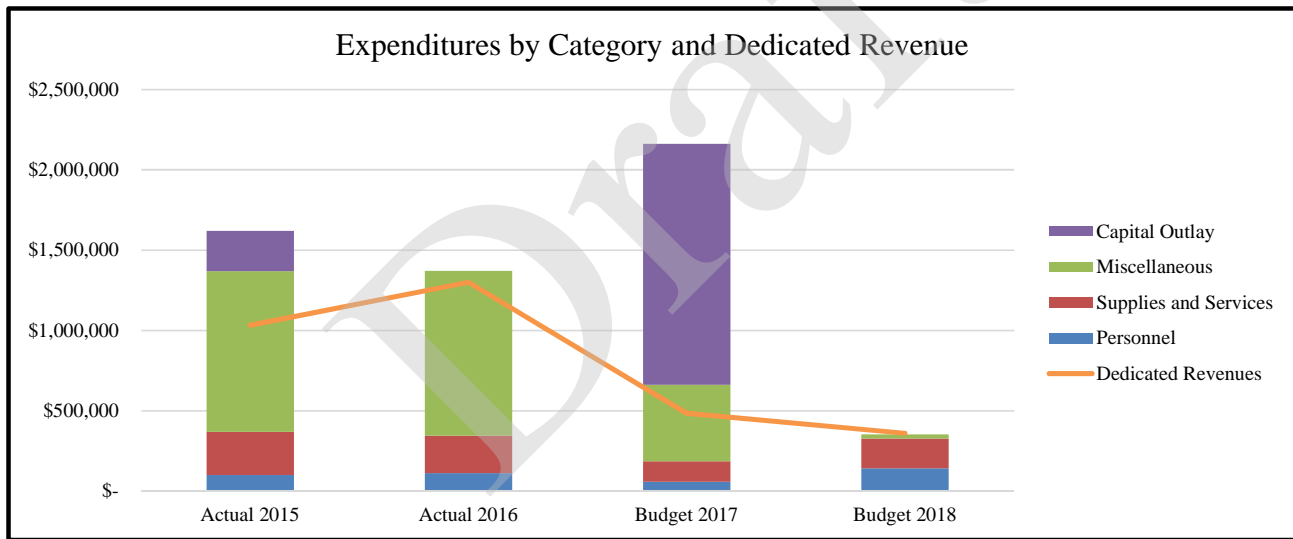


Description of Services:

The EDA does not currently constitute a separate department, but instead represents a number of services offered by the City related to economic development. These services are overseen by the Planning and Development Director with the help of other staff as required. The EDA is comprised of the City Council Members. The City Administrator is also the Executive Director of the EDA.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 102,414	\$ 113,784	\$ 146,800	\$ 60,100	\$ 144,000
Supplies and Services	267,271	233,037	47,300	127,290	185,400
Miscellaneous	1,000,000	1,025,000	960,000	475,000	25,000
Capital Outlay	250,312	-	999,500	1,500,000	-
Totals	\$ 1,619,997	\$ 1,371,821	\$ 2,153,600	\$ 2,162,390	\$ 354,400
Dedicated Revenues	\$ 1,033,338	\$ 1,300,829	\$ 951,000	\$ 486,500	\$ 361,000



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Employees (FTEs)	1	1	1	1.25
Value of Façade Loans	\$812,834	\$46,764	\$514,105	\$400,000
# of Façade Loans	7	1	6	5
Grants Received for Economic Development	\$1,000,000	\$1,029,810	\$450,000	TBD

Budget Impact:

One of the most common things we've heard through the Envision Shakopee process is that people want to be able to live and work in Shakopee. They want housing choices – to start out in an apartment, move to a townhouse as their family grows and then to a single-family home. Currently only about 20 percent of Shakopee residents work and live in the community. Thus, one of the largest issues to be faced is how to attract and train our workforce. As Shakopee continues to grow and jobs become more technical and complex, training will be a critical element to retain and grow our companies.

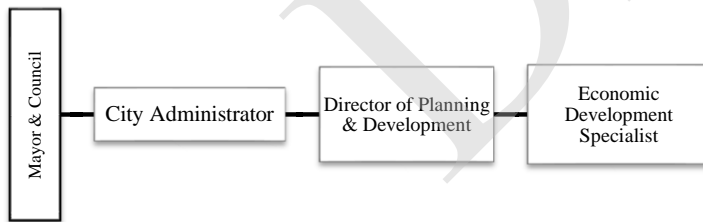
The Economic Development Authority (EDA) is striving to attract higher paying jobs to the community to employ more of our residents. Companies like EntrustData Card, Emerson and Seagate are some of our benchmarks. These companies offer higher wage jobs and their products are also high value. Also, newer companies like Shutterfly have recently diversified their business and are hiring more technical and higher paying positions.

More than 60 percent of all job growth comes from existing companies. In 2018, the EDA is putting a stronger emphasis on business retention and expansion. We want our Shakopee companies to expand locally. We will be restructuring to create a new position to concentrate on a business retention and expansion program, while identifying companies that would benefit from locating in Shakopee near our key employers. This “clustering” of businesses is a proven strategy to retain and expand companies.

A common thread through our Envision Shakopee feedback has been community interest in the revitalization of downtown. In recent year, the City Council committed \$2 million in public improvements that will reconnect the community to its historic roots. The EDA is currently seeking proposals for two city-owned sites: the former city hall and a key location along the Minnesota River. Proposals will be returned in 2018 and the EDA and City Council will be discussing plans throughout 2018. Our goal is to make downtown a 24-hour area for residents, visitors and businesses.

The EDA has also heard from the community its desire for more diversity in restaurant selection and local establishments. The EDA will be working on getting the Shakopee story out to entrepreneurs and small businesses throughout the year to attract them to areas throughout the community.

Organization Chart:



2018 Annual Budget

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Company: 02190- ECONOMIC DEVELOPMENT AUTHORITY

Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
02190 - ECONOMIC DEVELOPMENT AUTHORITY					
REVENUES:					
4011 - CURRENT PROPERTY TAX	(1.40)	(6.16)	0.00	0.00	(350,000.00)
4015 - FISCAL DISPARITIES	(1.10)	0.00	0.00	0.00	0.00
TAXES	(2.50)	(6.16)	0.00	0.00	(350,000.00)
LICENSES AND PERMITS	0.00	0.00	0.00	0.00	0.00
4450 - STATE GRANTS & AIDS	(1,000,000.00)	(1,000,000.00)	(935,000.00)	(450,000.00)	0.00
4482 - COUNTY GRANTS/AIDS	0.00	(29,810.18)	0.00	0.00	0.00
INTERGOVERNMENTAL	(1,000,000.00)	(1,029,810.18)	(935,000.00)	(450,000.00)	0.00
4512 - DEVELOPMENT REIMBURSEMENT	0.00	0.00	0.00	(8,500.00)	0.00
4588 - BUSINESS SUBSIDY APP FEE	(24,000.00)	(6,000.00)	(6,000.00)	(12,000.00)	(6,000.00)
CHARGES FOR SERVICES	(24,000.00)	(6,000.00)	(6,000.00)	(20,500.00)	(6,000.00)
4833 - INTEREST	(9,907.76)	(19,557.75)	(10,000.00)	(16,000.00)	(5,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	572.26	4,857.45	0.00	0.00	0.00
4850 - MISCELLANEOUS	0.00	(250,311.99)	0.00	0.00	0.00
MISCELLANEOUS	(9,335.50)	(265,012.29)	(10,000.00)	(16,000.00)	(5,000.00)
REVENUES	(1,033,338.00)	(1,300,828.63)	(951,000.00)	(486,500.00)	(361,000.00)
EXPENDITURES:					
6002 - WAGES	77,665.74	86,179.31	113,700.00	46,000.00	116,200.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	100.00	0.00	0.00
WAGES	77,665.74	86,179.31	113,800.00	46,000.00	116,200.00
6122 - PERA	5,825.06	6,463.24	8,500.00	3,500.00	8,700.00
6124 - FICA	4,914.97	5,550.33	8,700.00	3,500.00	8,900.00
6135 - HEALTH	14,100.76	12,905.12	14,100.00	5,900.00	7,400.00
6139 - POST EMPLOYMENT HEALTH PLAN	394.19	432.13	400.00	200.00	400.00
6140 - LIFE/LTD	220.00	239.52	300.00	100.00	200.00
6145 - DENTAL	475.18	510.82	500.00	200.00	500.00
6170 - WORKERS COMPENSATION	593.44	602.17	500.00	200.00	400.00
6180 - COMPENSATED ABSENCES	(1,775.07)	492.80	0.00	500.00	1,300.00
6186 - PENSION EXPENSE	0.00	409.00	0.00	0.00	0.00
BENEFITS	24,748.53	27,605.13	33,000.00	14,100.00	27,800.00
WAGES & BENEFITS	102,414.27	113,784.44	146,800.00	60,100.00	144,000.00
6202 - OPERATING SUPPLIES	27.00	872.55	600.00	500.00	500.00
6210 - OFFICE SUPPLIES	44.48	49.68	400.00	300.00	500.00
6310 - ATTORNEY	20,579.77	4,035.99	11,000.00	14,000.00	10,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	475.00	828.30	10,000.00	20,000.00	7,000.00
6318 - FILING FEES	216.00	736.00	1,800.00	0.00	200.00
6327 - OTHER PROF SERVICES	228,713.21	213,222.37	8,000.00	75,000.00	155,000.00
6332 - POSTAGE	210.26	166.83	200.00	200.00	100.00
6334 - TELEPHONE	546.83	590.42	800.00	500.00	600.00
6336 - PRINTING/PUBLISHING	1,320.06	853.83	700.00	3,500.00	2,500.00
6338 - ADVERTISING	2,000.00	0.00	2,000.00	500.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	1,380.00	1,300.00	3,290.00	3,400.00
6352 - LIABILITY	1,258.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	1,365.00	0.00	0.00	0.00	0.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	2,199.96	2,199.96	2,300.00	2,300.00	2,400.00
6420 - EQUIPMENT RENT	28.03	25.88	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	3,140.04	3,230.04	3,500.00	3,500.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,935.00	1,690.47	2,500.00	1,500.00	1,500.00

2018 Annual Budget

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Company: 02190- ECONOMIC DEVELOPMENT AUTHORITY

Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
6475 - TRAVEL/SUBSISTENCE	2,537.83	1,734.54	1,200.00	1,200.00	1,000.00
6480 - DUES	625.00	1,370.00	900.00	900.00	700.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	49.03	50.20	100.00	100.00	0.00
SUPPLIES AND SERVICES	267,270.50	233,037.06	47,300.00	127,290.00	185,400.00
6610 - AWARDS & DAMAGES	1,000,000.00	1,000,000.00	935,000.00	450,000.00	0.00
6640 - DESIGNATED MISCELLANEOUS	0.00	25,000.00	25,000.00	25,000.00	25,000.00
MISCELLANEOUS EXPENSE	1,000,000.00	1,025,000.00	960,000.00	475,000.00	25,000.00
6710 - LAND	250,311.99	0.00	0.00	0.00	0.00
6730 - BUILDINGS	0.00	0.00	0.00	0.00	0.00
6760 - IMPROVEMENTS	0.00	0.00	999,500.00	1,500,000.00	0.00
CAPITAL OUTLAY	250,311.99	0.00	999,500.00	1,500,000.00	0.00
EXPENDITURES	1,619,996.76	1,371,821.50	2,153,600.00	2,162,390.00	354,400.00
OTHER FINANCING:					
TRANSFERS IN	(1,450,385.00)	(905,920.00)	(700,000.00)	(895,120.00)	0.00
TRANSERS OUT	0.00	0.00	455,575.00	455,575.00	0.00
OTHER FINANCING	(1,450,385.00)	(905,920.00)	(244,425.00)	(439,545.00)	0.00
Total 02190 - ECONOMIC DEVELOPMENT AUTHO	(863,726.24)	(834,927.13)	958,175.00	1,236,345.00	(6,600.00)

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DEBT SERVICE FUNDS

Debt Service Funds are established to account for the activity of servicing general obligation debt, paid for by tax levy and special assessments. Any residual balances in debt service funds are transferred to the Capital Improvement Fund. Debt Service Prepayments from special assessments and the use of existing cash position have allowed for reductions in previous and current year levies. Future budgets will require increased debt service levies to meet future payment obligations.

G.O. Improvement Bonds, Series 2007B (3040) was issued for \$1,445,000 and matures on February 01, 2018. The bond was issued to fund the following construction projects: 2007 Reconstruction & Pike Lake Road.

G.O. Improvement Bonds, Series 2008A (3041) was issued for \$2,170,000 and matures on February 01, 2019. The bond was issued to fund the following construction projects: Reconstruction, Overlay and Beckrich Project.

G.O. Improvement Bonds, Series 2010A (3042) was issued for \$1,555,000 and matures on February 01, 2021. The bond was issued to fund the following construction projects: 2009 Reconstruction, 2010 Reconstruction, Bituminous Overlay and church addition road.

G.O. Improvement Refunding Bonds, Series 2012A (3043) was issued for \$4,865,000 and matures on February 01, 2025. The bond was issued to Refund 2004A & 2004D. 2004A was issued to fund the following construction projects: West Dean Lake, Vierling/CR 15 & Valley View, 2004D was issued to fund the following construction project: PW building construction.

G.O. Tax Abatement Bonds, Series 2016A (3044) was issued for \$29,500,000 and matures on February 01, 2036. The bond was issued to fund the following construction projects: Community/Ice Arena Construction.

CITY OF SHAKOPEE, MINNESOTA
2018 ANNUAL BUDGET
DEBT SERVICE FUNDS

	2007B Improve 3040	2008A Improve 3041	2010A Improve 3042
Original Issuance	1,445,000	2,170,000	1,555,000
Maturity Date of Debt	2/1/2018	2/1/2019	2/1/2021
Estimated Cash Balance at 12/31/17	169,457	279,660	199,470
Estimated Deferred Revenue for SA 12/31/17	-	41,011	45,216
Estimated (Current & Future) Available Funds	169,457	320,671	244,686
Principal Payments Remaining	155,000	425,000	505,000
Interest Remaining	6,200	25,600	32,910
Levy 2016 Collected 2017			
Debt Levy Per Debt Issuance	92,471	148,800	107,145
Debt Levy Cancellation			
Staff Recommendation for 2016 Levy	92,471	148,800	107,145
General Fund Levy- Through Building Rent	-	-	-
Levy 2017 Collected 2018			
Debt Levy Per Debt Issuance	-	149,448	105,940
Debt Levy Cancellation		14,000	
Staff Recommendation for 2016 Levy	-	135,448	105,940
General Fund Levy- Through Building Rent	-	-	-
Levy 2018 Collected 2019			
Debt Levy Per Debt Issuance	-	-	114,951

2012A Refunding 3043	2016 Abatement 3044	Total
4,865,000	29,500,000	46,620,000
2/1/2025	2/1/2036	
1,682,892	1,297,258	3,628,737
1,061,539	-	1,147,766
2,744,431	1,297,258	4,776,503
3,760,000	29,500,000	34,345,000
308,700	10,453,903	10,827,313
557,340	2,237,110	3,142,866
557,340	395,000	952,340
-	1,842,110	2,190,526
340,000	-	340,000
558,285	2,240,260	3,053,933
558,285	298,000	870,285
-	1,942,260	2,183,648
300,000	-	300,000
538,020	2,240,523	2,893,494

**2018 ANNUAL BUDGET
DEBT SERVICE FUNDS SUMMARY**

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	2007B GO IMP BONDS	2008A GO IMP BONDS	2010A GO IMP BONDS	2012A GO REFUNDING BOND
TAXES	0.00	135,448.00	105,940.00	0.00
SPECIAL ASSESSMENTS	0.00	55,800.00	21,500.00	186,600.00
MISCELLANEOUS	0.00	500.00	0.00	0.00
TOTAL REVENUES	0.00	191,748.00	127,440.00	186,600.00
DEBT SERVICE	(161,700.00)	(227,500.00)	(148,795.00)	(526,750.00)
TOTAL EXPENDITURES	(161,700.00)	(227,500.00)	(148,795.00)	(526,750.00)
TRANSFERS IN	0.00	0.00	0.00	300,000.00
TOTAL OTHER FINANCING	0.00	0.00	0.00	300,000.00
EXCESS (DEFICIENCY) OF REV. OVER EXP.	(161,700.00)	(35,752.00)	(21,355.00)	(40,150.00)

2016A GO TAX ABATEMENT BOND	TOTAL DEBT SERVICE
1,942,260.00	2,183,648.00
0.00	263,900.00
0.00	500.00
1,942,260.00	2,448,048.00
(2,105,081.00)	(3,169,826.00)
(2,105,081.00)	(3,169,826.00)
0.00	300,000.00
0.00	300,000.00
(162,821.00)	(421,778.00)

CAPITAL PROJECT FUNDS

Capital Project Funds are established to account for the construction of major capital facilities. Projects resources are a combination of several revenue sources such as bond proceeds, inter-fund transfers, intergovernmental revenue, grants, etc. These funds provide the means for administrators to ensure that designated revenues are appropriately utilized.

Park Reserve Fund (4020) is for park acquisition and improvements.

Capital Improvement Fund (4021) is for various infrastructure projects in the City.

Individual project sheets for both Park Reserve and Capital Improvement Funds are included. These sheets provide a summary of each project, location, description, source of funds and use of funds. They are located at the end of the budget book, under the tab “Capital Improvement Programs”.

2018 BUDGET
CAPITAL PROJECTS FUNDS BUDGET SUMMARY

	Park Res. Fund	CIF Fund	Total
Sources			
Taxes	\$ -	\$ 200,000	\$ 200,000
Tax Increment Financing	-	-	-
Franchise Fees	-	750,000	750,000
Special Assessments	-	404,218	404,218
Licenses & Permits	600,000	-	600,000
Intergovernmental	150,000	2,565,000	2,715,000
Miscellaneous	110,000	640,000	750,000
Interest	10,000	30,000	40,000
Total Revenue	870,000	4,589,218	5,459,218
Uses			
Street and Highway	-	7,270,000	7,270,000
Recreation	1,750,000	-	1,750,000
Total Expenditures	1,750,000	7,270,000	9,020,000
Transfers in	-	955,000	955,000
Transfers out	-	-	-
Excess (deficiency) of Sources over Uses and Transfers			
	\$ (880,000)	\$ (1,725,782)	\$ (2,605,782)
Cash Balance	\$ 721,537	\$ 3,927,157	\$ 4,648,694

**Description of Services:**

The park reserve provides for the acquisition and improvements on City Parks. These services are overseen by the Park and Recreation Director with the help of other staff as required.

Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Projects	4	1	1	2
Park Dedication Collected	\$934,456	\$549,594	\$880,900	\$600,000
Number of Park Facilities	34	34	34	35

Budget Impact:

The City of Shakopee has 35 unique parks that are part of more than 600 acres of park and open space within the city. As we grow, we continue to build out our amazing park system with park dedication fees received from developers, grants and donations. Over the years our youth sports associations have contributed more than \$400,000 to enhance our park system, and again in 2017, the Shakopee Youth Baseball Association contributed \$75,000 to complete the Tahpah West ballfield.

Our parks range from tot lots to large community parks. A large, unique and amazing opportunity that we have had is to reclaim a retired quarry and turn it into a regional destination. Phase I of Quarry Lake Park was completed in 2017 laying the ground work for the remaining park to be developed. The park is 111 acres, so developing it takes time. Phase II of the park is currently planned for 2018, contingent on funding. Phase II will add 3 miles of trails for our residents to utilize whether they are exercising or just enjoying the natural beauty of the area.

Other ways we can develop parks is to work with the developers one on one to build a park during the development process. This is the goal of the park to be developed on Jennifer Lane. The developer is building this area out in phases and has dedicated park land during the first phase. During the second phase, the developer will build a portion of the park with the park dedication fees owed for that phase. We will work with the developer on the design and amenities desired by the community.

The Park Reserve Fund changes each year as new developments come in and as parks get developed.

**2018 BUDGET
PARK RESERVE FUND**

	2015 Actual	2016 Actual	2017 Original Budget	2017 Revised Budget	2018 Budget
Revenue					
Licenses & Permits					
Park Dedication Fee	\$ 934,456	\$ 549,594	\$ 1,500,000	\$ 880,900	\$ 600,000
Federal Grant	-	-	-	-	150,000
Miscellaneous	3,430	2,730	-	200	-
Interest	24,708	15,674	-	10,000	10,000
Contributions	-	90,000	610,000	288,100	110,000
Total Revenues	<u>962,594</u>	<u>657,998</u>	<u>2,110,000</u>	<u>1,179,200</u>	<u>870,000</u>
Expenditures					
Riverside Fields/Bluffs	31	-	-	-	-
Huber Park	71,605	-	-	-	-
Quarry Lake Phase 1 (Park)	303,224	1,359,795	-	-	-
Quarry Lake Phase 2 (Trails)	-	-	2,000,000	-	1,500,000
Southbridge Community Park	170,983	2,081	-	-	-
Jennifer Lane Neighborhood Park	-	-	-	-	250,000
Tahpah Park Improvements	300,520	6,955	375,000	400,000	-
Ridgecreek Trail & Park	-	-	-	-	-
Total Expenditures	<u>846,363</u>	<u>1,368,831</u>	<u>2,375,000</u>	<u>400,000</u>	<u>1,750,000</u>
Transfer In	150,000	-	-	-	-
Transfer Out	(513,995)	(20,261)	-	-	-
Other Financing Sources (Uses)	<u>(363,995)</u>	<u>(20,261)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of Sources over Uses	\$ (247,764)	\$ (731,094)	\$ (265,000)	\$ 779,200	\$ (880,000)
Reserved for Delayed Projects	-	(75,000)	-	-	-
Fund Balance- January 1	<u>\$ 1,628,431</u>	<u>\$ 1,628,431</u>	<u>\$ 822,337</u>	<u>\$ 822,337</u>	<u>\$ 1,601,537</u>
Fund Balance December 31	<u>\$ 1,380,667</u>	<u>\$ 822,337</u>	<u>\$ 557,337</u>	<u>\$ 1,601,537</u>	<u>\$ 721,537</u>
Delayed Projects:					
Riverview Park		75,000			

**Description of Services:**

The Capital Improvement Fund is for various infrastructure projects in the City. These services are overseen by the Public Works Director/City Engineer with the help of other staff as required.

Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Projects	7	7	7	6
Total Overlay Projects	\$817,615	\$918,112	\$1,200,000	\$1,310,000
Total Reconstruction Projects	\$1,331,733	\$3,293,697	\$900,000	\$2,740,000

Budget Impact:

Strategic long-term planning results in a viable, sustainable infrastructure. The five-year capital improvement plan is the workhorse for this planning. Under the plan, projects are developed, planned and initiated. Why is this important? Without it, the city's infrastructure would begin to fail beyond a point of no return, which could basically bankrupt a city.

In 2017, the city milled and overlaid 7.9 miles of streets, reconstructed 0.7 miles of utilities and streets, rehabilitated the trail along a portion of Vierling Drive, partnered with Scott County to construct a new trail along County Highways 78 and 79 and reconstructed the downtown parking lot and adjacent alley. Expect more of the same in 2018 with a similar mill and overlay project, the reconstruction of Shakopee Avenue west of County Highway 17, more downtown alley reconstruction and other storm sewer, sanitary sewer and trail projects. The city has a well-rounded and skilled staff in place to deliver many of these projects internally, while relying on outside consultants as needed.

If you see a roadway with potholes, you can call public works and may find that rehabbing that roadway is in our long-term strategic plan. If not, we need to get it in there.

2018 BUDGET
CAPITAL IMPROVEMENT FUND

	2015	2016	2017	2017	2018
	Actual	Actual	Original	Final	Budget
			Budget	Budget	
Revenue					
Capital Improvement Fund Levy	\$ -	\$ -	\$ 385,000	\$ 385,000	\$ 200,000
Tax Increment Financing	-	-	255,600	-	-
Franchise Fees	-	-	750,000	750,000	750,000
Special Assessments	635,055	830,701	2,425,000	622,000	404,218
Federal Grants	-	-	-	-	1,200,000
State Aid Construction	1,070,397	1,039,329	1,025,000	1,072,200	1,365,000
Interest	83,137	61,377	61,300	80,000	30,000
Miscellaneous/Donations	27,210	47,000	580,000	10,000	640,000
Total Revenues	1,815,799	1,978,407	5,481,900	2,919,200	4,589,218
Expenditures					
Trail Rehabilitation	-	-	80,000	80,000	100,000
CR 101 Trail ext.	-	759	-	-	-
Quarry Lake Trail	1,600	959	-	-	-
Bituminous Overlay	817,615	918,112	2,020,000	1,200,000	1,310,000
Reconstruction Project	1,255,764	34,170	2,400,000	900,000	2,740,000
CSAH 16 Reconstruction	-	306,399	-	-	-
3rd Avenue Reconstruction	-	1,075,420	-	-	-
4th Avenue Reconstruction	75,969	1,877,708	-	-	-
Reclamation	5,083	317,068	-	-	-
Concrete Alleys	-	-	-	-	420,000
17th Avenue Extension West of CR 15	-	-	625,000	625,000	-
CSAH 17/Vierling Inter. Improv.	6,588	83	-	-	-
CSAH 78/79 Trail Extension	-	-	120,000	120,000	-
Eagle Creek Blvd - Vierling Dr Round-a-b	-	-	-	-	1,200,000
Flashing Yellow Lights-County	-	-	105,000	105,000	-
Lewis Street Alley & Parking Lot	-	-	1,260,575	960,575	-
Shenandoah Bus. Park. Improv.	63,959	-	-	-	-
Southbridge Traffic Signal Modification	65,126	524	-	-	-
Street Lighting	-	12,415	-	-	-
Valley View Road	(47,095)	-	-	-	-
Vierling Drive - C.R. 69 to Taylor St.	-	-	1,500,000	-	1,500,000
Vierling Drive Pavement Rehab	2,231	-	-	-	-
Miscellaneous	144,683	20,708	-	-	-
Total Expenditures	2,391,523	4,564,325	8,110,575	3,990,575	7,270,000
Transfers In					
General Fund	1,396,822	1,200,000	-	-	-
Amazon TIF Fund	-	-	-	1,892,029	-
Debt Service Funds	-	-	-	4,934	-
EDA Fund	-	-	455,575	455,575	-
Tree Replacement Fund	-	-	25,000	25,000	-
Sewer	-	-	270,000	-	420,000
Storm	-	-	490,000	-	535,000
Transfers Out	(321,082)	-	-	-	-
Other Financing Sources (Uses)	1,075,740	1,200,000	1,240,575	2,377,538	955,000
Excess (deficiency) of Sources over Uses	500,016	(1,385,918)	(1,388,100)	1,306,163	(1,725,782)
Reserved for Delayed Projects	(80,000)	(317,500)	-	-	-
Fund Balance January 1	5,630,178	6,050,194	4,346,776	4,346,776	5,652,939
Fund Balance 12/31	\$ 6,050,194	\$ 4,346,776	\$ 2,958,676	\$ 5,652,939	\$ 3,927,157
Reserved for Delayed Projects					
Trail Rehabilitation	80,000	80,000			
Street Lighting		237,500			
Total Delayed Projects	80,000	317,500	-	-	-

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ENTERPRISE FUNDS

The Enterprise Funds are maintained to account for the operation of the sanitary sewer, storm drainage systems and refuse.

Since the operation of these systems is financed by user charges and are self-supporting, they are accounted for in a manner similar to private business. The Storm Drainage Fund was established by Ordinance 176 in 1985.

The intent of the City Council is to have a cash balance to at least equal accumulated depreciation. This follows the City Auditor's recommendation. Accumulated depreciation is a reflection of historical costs of depreciable assets. Replacement cost is expected to be two to two and one half times as much as historical costs. Cash balance is also expected to have approximately 4 months of operating expenditures for cash flow purposes. The City reviews fees annually to determine appropriate revenue levels.

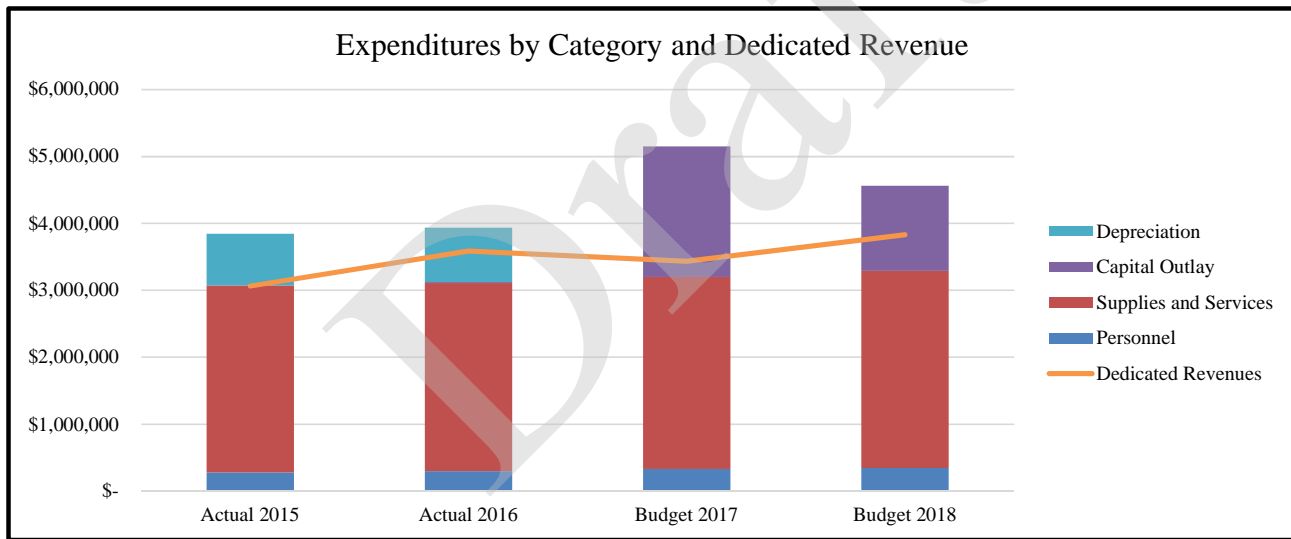


Description of Services:

Activity in this fund reflects the operations of the Municipal Sanitary Sewer System. This includes repair and maintain current sewer lines, manhole rehabilitation/replacement, repairing lines, GIS/GPS hardware.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 282,682	\$ 302,773	\$ 307,400	\$ 335,400	\$ 348,200
Supplies and Services	2,787,785	2,807,536	3,021,300	2,865,490	2,945,800
Capital Outlay	5,255	16,384	1,720,000	1,951,000	1,269,000
Depreciation	770,616	812,027	-	-	-
Totals	\$ 3,846,338	\$ 3,938,720	\$ 5,048,700	\$ 5,151,890	\$ 4,563,000
Dedicated Revenues	\$ 3,064,374	\$ 3,590,043	\$ 3,510,800	\$ 3,437,100	\$ 3,830,499
Cash Balances	\$ 11,167,716	\$ 9,176,744	\$ 7,243,844	\$ 7,566,172	\$ 6,288,671



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Employees (FTEs)	3.5	3.5	3.5	3.5
Manholes Repaired	Not Available	46	20	20
Jetted (LF)	235,573	208,834	197,100	202,000
Miles of Sewer	Not Available	125.7	127.8	129.5
# of Lift Stations	Not Available	2	2	1
MCES Treatment Cost (% of budget) *	Not Available	75%	77%	78%

Budget Impact:

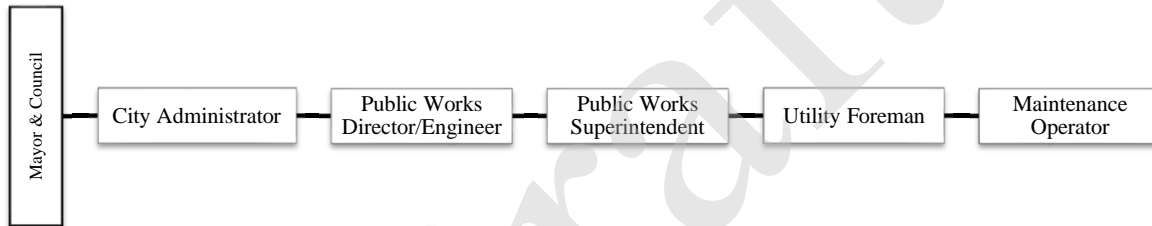
Nothing is more unnoticed than what happens behind the scenes to keep the sewer flowing when you flush your toilet in the morning.

The city’s sanitary sewer system consists of 127.2 miles of underground pipe. Most of the sewer system is gravity, flowing downhill towards the Minnesota River where the city has a pumping station. The sewer is then pumped east toward the Metropolitan Council Environmental Service’s (MCES) Blue Lake Wastewater Treatment Plant, northeast of the city. Of Shakopee’s approximate \$5 million sanitary sewer budget, \$2.5 million goes directly to MCES for payment of the regional treatment fees.

Pipes often become clogged with grease buildup and debris that shouldn’t have been flushed down the toilet. City crews systematically clean the sewer conveyance system to minimize blockages and backups, and crews perform other general inspections to ensure all is flowing clean and unrestricted. Additionally, the pumping station is monitored 24-7 by a telemetry system that alarms city crews with any issues. In 2018, the city plans to improve its telemetry system to better safeguard against potential blockages.

Remember: Help keep the sewer flowing; do not flush foreign substances/items down the toilet!

Organization Chart:



2018 Annual Budget
Company: 07100- SEWER FUND

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Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
07100 - SEWER FUND					
REVENUES:					
4110 - SPECIAL ASSESSMENT PRINCIPAL	(44,069.95)	(39,644.31)	0.00	(27,100.00)	(25,649.00)
4111 - SPEC ASSESSMENT INTEREST	(14,986.62)	(12,334.84)	0.00	(17,000.00)	0.00
4112 - SA PENALTIES & INTEREST	(35.52)	(1,049.18)	0.00	0.00	0.00
4113 - CERTIFIED UNPAID FEES- STORM	0.00	(4,577.58)	0.00	0.00	0.00
4120 - SA PREPAY	(6,751.48)	(130,113.65)	0.00	0.00	0.00
SPECIAL ASSESSMENT	(65,843.57)	(187,719.56)	0.00	(44,100.00)	(25,649.00)
4450 - STATE GRANTS & AIDS	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
4680 - MISC PUBLIC WORKS	0.00	(700.20)	0.00	0.00	0.00
4721 - SEWER CHARGES	(2,598,366.57)	(2,929,479.74)	(3,253,400.00)	(3,000,000.00)	(3,666,450.00)
4723 - METRO SAC CHARGES	(11,977.70)	(7,827.75)	(25,000.00)	(11,500.00)	(5,000.00)
4725 - CITY SAC CHARGES	(224,425.00)	(148,192.04)	(100,000.00)	(240,000.00)	(25,000.00)
4735 - TRUNK CHARGE - SANITARY	15,458.47	(191,444.57)	0.00	0.00	(7,400.00)
CHARGES FOR SERVICES	(2,819,310.80)	(3,277,644.30)	(3,378,400.00)	(3,251,500.00)	(3,703,850.00)
FINES & FORFEITS	0.00	0.00	0.00	0.00	0.00
4833 - INTEREST	(175,281.39)	(153,229.18)	(123,900.00)	(120,000.00)	(101,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	20,332.28	30,526.97	0.00	0.00	0.00
4530 - ANTENNA RENTAL	0.00	0.00	0.00	(13,000.00)	0.00
4850 - MISCELLANEOUS	(10,670.34)	(9,943.30)	(8,500.00)	(8,500.00)	0.00
MISCELLANEOUS	(165,619.45)	(132,645.51)	(132,400.00)	(141,500.00)	(101,000.00)
4971 - CAPITAL CONTRIBUTIONS	(13,600.00)	7,966.00	0.00	0.00	0.00
CAPITAL CONTRIBUTIONS	(13,600.00)	7,966.00	0.00	0.00	0.00
REVENUES	(3,064,373.82)	(3,590,043.37)	(3,510,800.00)	(3,437,100.00)	(3,830,499.00)
EXPENDITURES:					
6002 - WAGES	191,141.38	213,062.43	215,600.00	237,500.00	243,100.00
6005 - OVERTIME-FT	2,393.24	2,241.33	4,000.00	4,000.00	4,000.00
6015 - WAGES - PART TIME/TEMP	4,113.65	4,962.55	12,600.00	14,600.00	14,700.00
6017 - OVERTIME-PART TIME/TEMP	84.40	0.00	0.00	0.00	0.00
WAGES	197,732.67	220,266.31	232,200.00	256,100.00	261,800.00
6122 - PERA	14,514.09	16,147.44	16,500.00	18,100.00	18,500.00
6124 - FICA	13,807.29	15,414.99	17,100.00	18,900.00	20,000.00
6135 - HEALTH	33,797.50	26,978.93	25,500.00	24,900.00	29,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,280.61	1,397.90	1,200.00	1,200.00	1,200.00
6140 - LIFE/LTD	657.24	648.94	600.00	600.00	600.00
6145 - DENTAL	1,541.91	1,560.84	1,400.00	1,400.00	1,400.00
6170 - WORKERS COMPENSATION	9,674.51	11,893.19	12,900.00	11,300.00	11,700.00
6180 - COMPENSATED ABSENCES	1,749.22	2,903.61	0.00	2,900.00	3,500.00
6185 - OPEB	3,582.00	5,346.00	0.00	0.00	0.00
6186 - PENSION EXPENSE	4,345.00	215.00	0.00	0.00	0.00
BENEFITS	84,949.37	82,506.84	75,200.00	79,300.00	86,400.00
WAGES & BENEFITS	282,682.04	302,773.15	307,400.00	335,400.00	348,200.00
6202 - OPERATING SUPPLIES	18,433.67	23,001.27	22,300.00	19,325.00	22,300.00
6204 - FURNISHINGS (NOT CAPITALIZED)	479.98	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	0.00	3,051.24	1,000.00	200.00	1,000.00
6212 - UNIFORMS/CLOTHING	4,449.28	5,833.02	6,000.00	6,000.00	6,000.00
6213 - FOOD	142.09	259.24	300.00	300.00	300.00

2018 Annual Budget
Company: 07100- SEWER FUND

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Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
6215 - MATERIALS	2,427.29	421.49	4,000.00	3,500.00	4,000.00
6222 - MOTOR FUELS & LUBRICANTS	6,132.28	4,670.58	8,300.00	8,300.00	8,300.00
6240 - EQUIPMENT MAINT SUPPLIES	3,431.79	9,073.33	10,000.00	4,250.00	10,000.00
6310 - ATTORNEY	99.00	122.50	1,500.00	500.00	1,500.00
6312 - ENGINEERING/DESIGN CONSULTANT	5,253.86	34,764.23	80,000.00	11,000.00	80,000.00
6315 - BUILDING MAINT.	211.62	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	46,607.68	12,841.23	12,000.00	6,000.00	12,000.00
6318 - FILING FEES	0.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	103,290.99	75,904.13	110,000.00	40,000.00	110,000.00
6332 - POSTAGE	0.00	0.00	0.00	0.00	0.00
6334 - TELEPHONE	1,701.57	1,594.35	2,500.00	2,500.00	2,500.00
6336 - PRINTING/PUBLISHING	150.66	332.78	500.00	700.00	500.00
6338 - ADVERTISING	0.00	0.00	0.00	0.00	0.00
6339 - COMPUTER ACCESS	910.28	770.22	900.00	900.00	900.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	67,060.00	65,900.00	66,190.00	68,800.00
6352 - LIABILITY	71,653.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	23,630.41	27,346.12	26,000.00	26,000.00	26,000.00
6364 - WATER	67.28	112.52	500.00	500.00	500.00
6366 - SEWER	44,926.74	51,838.10	60,000.00	60,000.00	60,000.00
6369 - CURRENT USE CHARGES	2,408,708.04	2,443,355.88	2,578,200.00	2,578,200.00	2,498,300.00
6410 - SOFTWARE - ANNUAL FEES	6,400.00	2,857.00	2,000.00	2,000.00	2,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	6,600.00	6,600.00	6,900.00	6,900.00	7,200.00
6430 - BUILDING RENT (IS FUND)	30,999.96	31,929.96	17,800.00	17,800.00	19,000.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	865.00	3,014.60	3,500.00	3,500.00	3,500.00
6475 - TRAVEL/SUBSISTENCE	0.00	302.94	500.00	200.00	500.00
6480 - DUES	212.50	397.75	500.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	81.12	200.00	225.00	200.00
SUPPLIES AND SERVICES	2,787,784.97	2,807,535.60	3,021,300.00	2,865,490.00	2,945,800.00
6502 - DEPRECIATION EXPENSE	770,615.89	812,026.51	0.00	0.00	0.00
DEPRECIATION	770,615.89	812,026.51	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00
6740 - EQUIPMENT	5,255.00	0.00	20,000.00	0.00	0.00
6760 - IMPROVEMENTS	0.00	16,383.50	1,700,000.00	1,951,000.00	1,269,000.00
CAPITAL OUTLAY	5,255.00	16,383.50	1,720,000.00	1,951,000.00	1,269,000.00
EXPENDITURES	3,846,337.90	3,938,718.76	5,048,700.00	5,151,890.00	4,563,000.00
OTHER FINANCING:					
TRANSFERS IN	(30,008.43)	0.00	(100,000.00)	(294,337.59)	0.00
TRANSERS OUT	831,933.00	630,920.00	495,000.00	190,120.00	545,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	(2,220.00)	0.00	0.00	0.00	0.00
OTHER FINANCING	799,704.57	630,920.00	395,000.00	(104,217.59)	545,000.00
Total 07100 - SEWER FUND	1,581,668.65	979,595.39	1,932,900.00	1,610,572.41	1,277,501.00

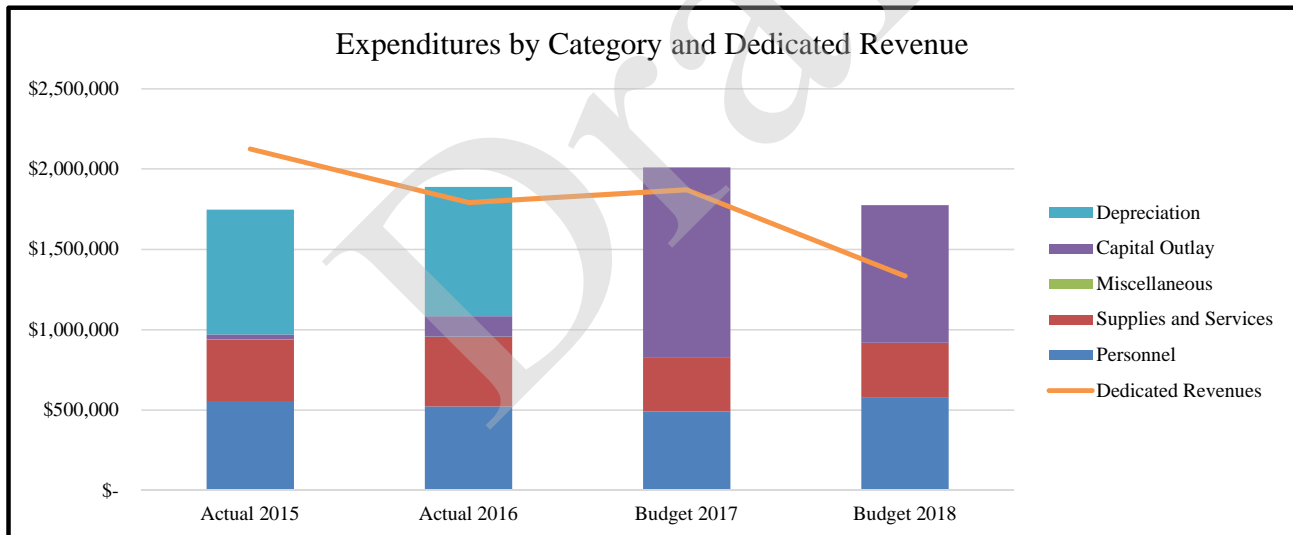


Description of Services:

The Public Works Department operates and maintains the surface water system for the City of Shakopee which includes 132 miles of storm sewer and 219 ponds. Participate in erosion control projects and implementation of the City's Water Resource Management Plan.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Personnel	\$ 558,318	\$ 524,343	\$ 529,100	\$ 491,600	\$ 577,700
Supplies and Services	379,728	432,159	337,500	339,120	341,200
Miscellaneous	1,236	666	-	-	-
Capital Outlay	31,467	128,062	610,000	1,180,000	856,600
Depreciation	777,711	803,609	-	-	-
Totals	\$ 1,748,460	\$ 1,888,839	\$ 1,476,600	\$ 2,010,720	\$ 1,775,500
Dedicated Revenues	\$ 2,124,560	\$ 1,791,652	\$ 1,430,000	\$ 1,872,000	\$ 1,334,560
Cash Balances	\$ 15,371,971	\$ 13,595,766	\$ 12,934,166	\$ 13,464,755	\$ 12,363,815



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Employees (FTEs)	3.5	2.5	2.5	3.3
Sweeping Annual Cost	147,021	141,185	140,000	140,000
Catch Basins Repaired	Not Available	16	48	30
Ponds Inspected	71	58	45	45
Number of Ponds	Not Available	207	219	230
Acres of Wetlands	Not Available	479	479	479

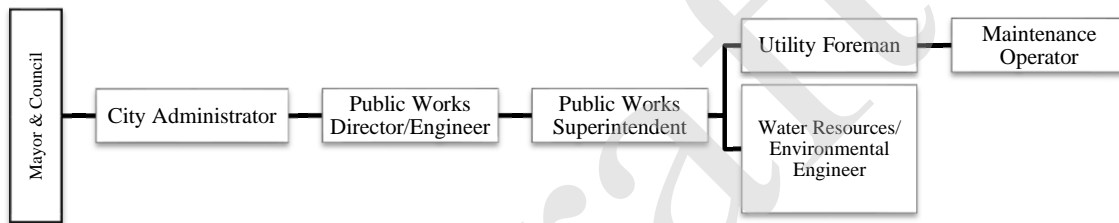
Budget Impact:

When it rains, water flows downhill. Sometimes too fast, sometimes not fast enough. Surface water can be challenging to manage, especially with the many unfunded mandates of the Clean Water and Wetland Conservation Acts and the many overlapping jurisdictional authorities from three different watershed districts within the city, Minnesota Board of Water and Soils Resources, Army Corps of Engineers, Minnesota Department of Natural Resources, Minnesota Pollution Control Agency (MPCA), Scott County and the Minnesota Department of Transportation.

The city obtains a permit through the MPCA's National Pollution Discharge and Elimination System to discharge water from the city into downstream water bodies (e.g., the Minnesota River). The permit requires the city to establish a comprehensive storm water management program that includes education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site runoff control, post-construction management, and pollution prevention/good housekeeping.

In 2018, the city is adding a new full-time position to assist in storm water management. A water resources/environmental engineer will spearhead and manage this sometimes daunting, yet very important work for the city. The position is anticipated to be a cost savings for the city, since our Engineering team will have to rely less on outside consultants.

Organization Chart:



2018 Annual Budget
Company: 07300- SURFACE WATER FUND

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Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
07300 - SURFACE WATER FUND					
REVENUES:					
4110 - SPECIAL ASSESSMENT PRINCIPAL	0.00	1,305.59	0.00	0.00	0.00
4113 - CERTIFIED UNPAID FEES- STORM	(60.06)	(248.92)	0.00	0.00	0.00
SPECIAL ASSESSMENT	(60.06)	1,056.67	0.00	0.00	0.00
4461 - STATE AID - CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
4680 - MISC PUBLIC WORKS	(22,000.00)	(22,000.00)	0.00	(22,000.00)	0.00
4745 - STORM CHARGES	(1,102,667.64)	(1,202,004.28)	(1,180,000.00)	(1,180,000.00)	(1,181,560.00)
4746 - TRUNK CHARGE - STORM	(640,951.61)	(409,271.10)	(100,000.00)	(520,000.00)	0.00
CHARGES FOR SERVICES	(1,765,619.25)	(1,633,275.38)	(1,280,000.00)	(1,722,000.00)	(1,181,560.00)
4833 - INTEREST	(220,198.80)	(212,313.89)	(150,000.00)	(150,000.00)	(153,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	24,446.27	44,913.51	0.00	0.00	0.00
4678 - PUBLIC WORKS RENTAL	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	(195,752.53)	(167,400.38)	(150,000.00)	(150,000.00)	(153,000.00)
4971 - CAPITAL CONTRIBUTIONS	(163,128.09)	7,967.00	0.00	0.00	0.00
CAPITAL CONTRIBUTIONS	(163,128.09)	7,967.00	0.00	0.00	0.00
REVENUES	(2,124,559.93)	(1,791,652.09)	(1,430,000.00)	(1,872,000.00)	(1,334,560.00)
EXPENDITURES:					
6002 - WAGES	390,381.46	358,432.59	384,800.00	351,600.00	409,300.00
6005 - OVERTIME-FT	1,153.63	2,055.53	3,000.00	1,000.00	3,000.00
6015 - WAGES - PART TIME/TEMP	18,175.68	16,032.78	38,300.00	38,000.00	38,600.00
6017 - OVERTIME-PART TIME/TEMP	0.00	0.00	0.00	0.00	0.00
WAGES	409,710.77	376,520.90	426,100.00	390,600.00	450,900.00
6122 - PERA	29,365.45	27,036.10	29,100.00	26,600.00	30,900.00
6124 - FICA	29,201.60	26,988.10	31,300.00	28,700.00	34,500.00
6135 - HEALTH	50,018.18	38,380.84	25,500.00	24,900.00	36,900.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,317.68	2,259.56	1,200.00	1,200.00	1,600.00
6140 - LIFE/LTD	1,130.66	1,049.09	600.00	600.00	800.00
6145 - DENTAL	2,713.79	2,591.40	1,400.00	1,400.00	1,900.00
6170 - WORKERS COMPENSATION	24,962.74	22,978.09	13,900.00	14,700.00	15,400.00
6180 - COMPENSATED ABSENCES	1,141.37	4,077.19	0.00	2,900.00	4,800.00
6185 - OPEB	3,582.00	5,346.00	0.00	0.00	0.00
6186 - PENSION EXPENSE	4,174.00	17,116.00	0.00	0.00	0.00
BENEFITS	148,607.47	147,822.37	103,000.00	101,000.00	126,800.00
WAGES & BENEFITS	558,318.24	524,343.27	529,100.00	491,600.00	577,700.00
6202 - OPERATING SUPPLIES	26,758.57	33,169.51	46,000.00	46,000.00	46,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	239.99	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	244.04	3,086.73	3,500.00	3,500.00	3,500.00
6212 - UNIFORMS/CLOTHING	10,606.33	6,175.33	9,000.00	9,000.00	9,000.00
6213 - FOOD	142.09	140.80	300.00	300.00	300.00
6215 - MATERIALS	17,008.72	51,081.08	34,000.00	34,000.00	34,000.00
6222 - MOTOR FUELS & LUBRICANTS	15,450.94	12,572.11	13,500.00	13,500.00	13,500.00
6240 - EQUIPMENT MAINT SUPPLIES	26,062.65	31,734.88	33,000.00	33,000.00	33,000.00
6245 - UTILITY MAINT	0.00	0.00	0.00	0.00	0.00
6310 - ATTORNEY	6,890.65	2,067.50	5,000.00	5,000.00	5,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	144,593.00	117,604.63	88,500.00	88,500.00	88,500.00
6314 - COMPUTER SERVICES	0.00	1,022.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	211.64	0.00	0.00	0.00	0.00

2018 Annual Budget
Company: 07300- SURFACE WATER FUND

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Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
6316 - EQUIPMENT MAINTENANCE	16,318.86	30,454.64	0.00	0.00	0.00
6318 - FILING FEES	138.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	43,293.14	80,938.04	41,500.00	41,500.00	41,500.00
6332 - POSTAGE	0.00	10.20	0.00	0.00	0.00
6334 - TELEPHONE	715.04	687.14	15,000.00	15,000.00	15,000.00
6336 - PRINTING/PUBLISHING	774.35	935.77	1,000.00	1,000.00	1,000.00
6338 - ADVERTISING	0.00	0.00	0.00	0.00	0.00
6339 - COMPUTER ACCESS	910.26	770.22	1,000.00	1,000.00	1,000.00
6351 - INSURANCE PREMIUM (IS FUND)	0.00	12,360.00	12,100.00	13,720.00	14,300.00
6352 - LIABILITY	11,608.00	0.00	0.00	0.00	0.00
6354 - CLAIM DEDUCTIBLES	0.00	0.00	0.00	0.00	0.00
6356 - AUTO	0.00	0.00	0.00	0.00	0.00
6362 - ELECTRIC	539.83	650.16	0.00	0.00	0.00
6364 - WATER	0.00	0.00	0.00	0.00	0.00
6367 - REFUSE	0.00	1,265.90	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	6,400.00	2,888.80	5,000.00	5,000.00	5,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	6,600.00	6,600.00	6,900.00	6,900.00	7,200.00
6420 - EQUIPMENT RENT	10,844.68	1,649.00	1,500.00	1,500.00	1,500.00
6430 - BUILDING RENT (IS FUND)	30,999.96	31,929.96	17,800.00	17,800.00	19,000.00
6435 - OTHER RENT	0.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,190.00	2,089.60	2,000.00	2,000.00	2,000.00
6475 - TRAVEL/SUBSISTENCE	0.00	0.00	500.00	500.00	500.00
6480 - DUES	187.50	193.75	300.00	300.00	300.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	81.12	100.00	100.00	100.00
SUPPLIES AND SERVICES	379,728.24	432,158.87	337,500.00	339,120.00	341,200.00
6502 - DEPRECIATION EXPENSE	777,711.34	803,608.55	0.00	0.00	0.00
DEPRECIATION	777,711.34	803,608.55	0.00	0.00	0.00
6620 - PROPERTY TAX/SPECIAL ASSESS	1,236.00	666.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	1,236.00	666.00	0.00	0.00	0.00
6740 - EQUIPMENT	0.00	7,295.00	0.00	0.00	0.00
6760 - IMPROVEMENTS	31,467.00	120,767.11	610,000.00	1,180,000.00	856,600.00
CAPITAL OUTLAY	31,467.00	128,062.11	610,000.00	1,180,000.00	856,600.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
EXPENDITURES	1,748,460.82	1,888,838.80	1,476,600.00	2,010,720.00	1,775,500.00
OTHER FINANCING:					
TRANSFERS IN	(97,164.95)	0.00	0.00	(132,709.33)	0.00
TRANSERS OUT	275,369.00	625,000.00	615,000.00	125,000.00	660,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	(15,217.75)	(1,911.24)	0.00	0.00	0.00
OTHER FINANCING	162,986.30	623,088.76	615,000.00	(7,709.33)	660,000.00
Total 07300 - SURFACE WATER FUND	(213,112.81)	720,275.47	661,600.00	131,010.67	1,100,940.00

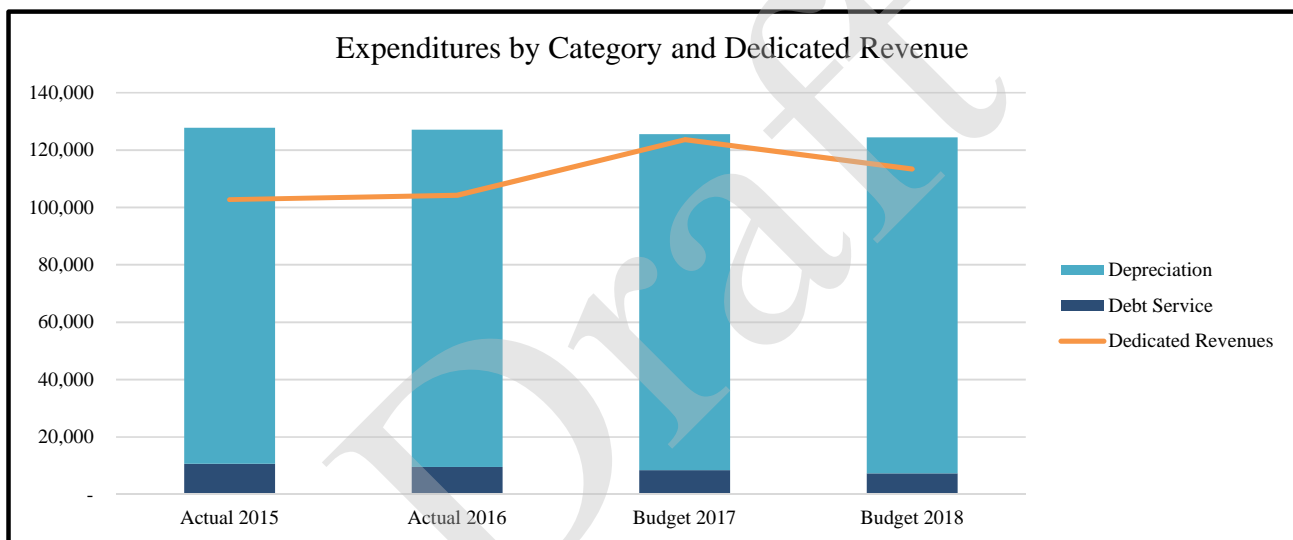


Description of Services:

The City provides refuse and recycling carts to Shakopee residents. The cart ownership is the responsibility of the hauler. The hauler must manage the inventory, delivery and maintain the refuse and recycling carts.

Budget:

Expenditures by Category	Actual 2015	Actual 2016	Original Budget 2017	Revised Budget 2017	Budget 2018
Debt Service	10,670	9,603	8,500	8,500	7,400
Depreciation	117,111	117,431	-	117,000	117,000
Totals	\$ 127,781	\$ 127,034	\$ 8,500	\$ 125,500	\$ 124,400
Dedicated Revenues	\$ 102,710	\$ 104,206	\$ 106,000	\$ 123,600	\$ 113,400



Key Measures:

	Actual 2015	Actual 2016	Projected 2017	Projected 2018
Number of Garbage Carts Owned	26,705	26,705	26,705	26,705
Number of Garbage Carts Used	22,405	22,521	22,493	TBD

Budget Impact:

The City will continue receiving cart fee revenue under the current contract with Republic Services Inc. This revenue helps to pay down of the interfund loan with the Sewer Fund.

2018 Annual Budget
Company: 07400- REFUSE FUND

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Object Account	Actual 2015	Actual 2016	Budget 2017	Revised Budget 2017	Requested Budget 2018
07400 - REFUSE FUND					
REVENUES:					
4751 - REFUSE CHARGES	(104,665.05)	(105,309.40)	(106,000.00)	(105,000.00)	(105,000.00)
CHARGES FOR SERVICES	(104,665.05)	(105,309.40)	(106,000.00)	(105,000.00)	(105,000.00)
4833 - INTEREST	920.23	1,295.63	0.00	1,400.00	1,600.00
4834 - CHANGE IN FAIR MARKET VALUE	6.50	(192.65)	0.00	0.00	0.00
4850 - MISCELLANEOUS	1,028.15	0.00	0.00	(20,000.00)	(10,000.00)
MISCELLANEOUS	1,954.88	1,102.98	0.00	(18,600.00)	(8,400.00)
REVENUES	(102,710.17)	(104,206.42)	(106,000.00)	(123,600.00)	(113,400.00)
6502 - DEPRECIATION EXPENSE	117,110.57	117,431.42	0.00	117,000.00	117,000.00
DEPRECIATION	117,110.57	117,431.42	0.00	117,000.00	117,000.00
6890 - DEBT SERVICE - OTHER CHARGES	10,670.34	9,603.30	8,500.00	8,500.00	7,400.00
DEBT SERVICE	10,670.34	9,603.30	8,500.00	8,500.00	7,400.00
EXPENDITURES	127,780.91	127,034.72	8,500.00	125,500.00	124,400.00
Total 07400 - REFUSE FUND	25,070.74	22,828.30	(97,500.00)	1,900.00	11,000.00

INTERNAL SERVICE FUNDS

The Internal Service Funds are used to account for the financing of major mobile equipment, major buildings (Governmental and Park/Recreation), park assets, Information Technology items and insurance.

- Equipment
- Park and Recreation Asset
- Information Technology
- Government Building Asset
- Self-Insurance

2018 Annual Budget
Internal Service Funds Budget Summary

	Equipment	Park & Recreation Asset	Information Technology	Governmental Building Asset	Governmental Self Insurance	Total
Sources						
Charges for Services	\$ 889,100	\$ 781,200	\$ 400,900	\$ 579,400	\$ 840,000	\$ 3,490,600
Cost Sharing	-	50,000	-	-	-	50,000
Grants	-	300,000	-	-	-	300,000
Interest	42,000	25,000	6,000	25,000	6,000	104,000
Sale of Assets	15,000	-	-	-	-	15,000
Donations	-	10,000	-	-	-	10,000
Miscellaneous	-	-	-	-	56,000	56,000
Total Revenue	<u>946,100</u>	<u>1,166,200</u>	<u>406,900</u>	<u>604,400</u>	<u>902,000</u>	<u>4,025,600</u>
Uses						
Insurance Payments	-	-	-	-	725,000	725,000
IT Supplies/services	-	-	155,000	-	-	155,000
Capital Expenditures	<u>1,661,850</u>	<u>1,400,000</u>	<u>110,000</u>	<u>326,000</u>	<u>-</u>	<u>3,497,850</u>
Total Expenditures	<u>1,661,850</u>	<u>1,400,000</u>	<u>265,000</u>	<u>326,000</u>	<u>725,000</u>	<u>4,377,850</u>
Interfund Loan	-	-	-	-	-	-
Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>(510,000)</u>	<u>-</u>	<u>(510,000)</u>
Excess (deficiency) of Sources over Uses	<u>\$ (715,750)</u>	<u>\$ (233,800)</u>	<u>\$ 141,900</u>	<u>\$ (231,600)</u>	<u>\$ 177,000</u>	<u>\$ (862,250)</u>



Fund: Equipment Internal Service Fund

Description of Services:

This fund finances the multi-year Equipment Plan. Financing to purchase equipment is provided by "rent" payments from the operating departments at rates established annually by the Finance Department as part of the budget process. Equipment for the Sewer and Storm Drainage enterprise funds is not included. The Equipment Fund shall "own" and acquire larger pieces of equipment including but not limited to cars, trucks, graders, loaders, tractors and larger mowers or items generally costing \$20,000 or more.

Key Measures:

	Actual 2015	Actual 2016	Budgeted 2017	Budgeted 2018
Cost of vehicles added/replaced	\$2,406,772	\$1,681,675	\$1,109,500	\$1,616,850
# Vehicles added/replaced	22	29	19	18
Vehicles and Machinery in Service	136	167	166	171

Establishment:

The Equipment Fund was established by Resolution #4077 in 1994.

Budget Impact:

With nearly 400 pieces of equipment and vehicles, it is important to have a well-planned vehicle replacement program. For the larger, more expensive vehicles (e.g., cars, trucks, police squads, fire engines, etc.), the city charges city departments rent for the replacement of the vehicles. Yes, the city charges the city. The home department/division for the vehicle contributes a rent amount to the Equipment Internal Service Fund to ensure adequate funds are in place for the purchase of the vehicle at time of replacement.

Unlike most consumers who wish they had saved in advance, this is what the city does to avoid borrowing money. Prudent planning with a smart strategic replacement plan ensures vehicles are replaced at the right time. The Finance and Public Works Departments work closely with the city's vehicle users to ensure we meet all the city's vehicle needs.

This year brings us to a sad moment when one of our old police squads, which was being used as a public works staff car (the last of our old "Crown Vics"), was determined to be at the end of its useful life. We decided it was time to sell the old goat. It will be replaced by another hand-me-down police Ford Interceptor, retired from the police department.

2018 Annual Budget
Equipment Internal Service Fund

	2015 Actual	2016 Actual	2017 Original Budget	2017 Final Budget	2018 Proposed Budget
Sources					
Miscellaneous					
Rentals	\$ 464,384	\$ 612,868	\$ 787,800	\$ 787,800	\$ 889,100
Sale of Assets	85,405	133,994	-	-	15,000
Interest	63,778	51,192	60,000	60,000	42,000
Notes Receivable	-	-	-	-	-
Total Revenue	<u>613,567</u>	<u>798,054</u>	<u>847,800</u>	<u>847,800</u>	<u>946,100</u>
Uses					
Police	165,022	328,204	293,000	293,000	100,000
Fire	945,681	134,207	46,000	45,000	1,250,000
Building Inspection	-	-	-	-	-
Facilities	38,758	49,948	15,000	6,000	-
Engineering	74,792	-	-	-	-
Natural Resources	-	-	-	-	-
Street Maintenance	706,500	308,318	254,500	266,500	49,500
Park Maintenance	260,077	266,317	371,000	368,000	227,350
Recreation	-	179,727	130,000	-	35,000
Total Expenditures	<u>2,190,830</u>	<u>1,266,721</u>	<u>1,109,500</u>	<u>978,500</u>	<u>1,661,850</u>
Reserved for Delayed Projects					
Street Maintenance		250,000			
Net	<u><u>\$ (1,577,263)</u></u>	<u><u>\$ (718,667)</u></u>	<u><u>\$ (261,700)</u></u>	<u><u>\$ (130,700)</u></u>	<u><u>\$ (715,750)</u></u>
Cash Balance December 31	\$ 4,900,827	\$ 4,510,751	\$ 4,249,051	\$ 4,380,051	\$ 3,664,301



Fund: Park and Recreation Asset Internal Service Fund

Description of Services:

This fund finances the replacement of park assets. Financing to accomplish this is provided by "rental" payments from the park maintenance division at rates established annually by the Finance Department as part of the budget process.

Key Measures:

	Actual 2015	Actual 2016	Budgeted 2017	Budgeted 2018
# Park Projects	7	10	9	14

Establishment:

The Fund was established in 2007.

2018 Annual Budget
Park and Recreation Asset Internal Service Fund

	2015 Actual	2016 Actual	2017 Original Budget	2017 Final Budget	2018 Proposed Budget
Sources					
Miscellaneous					
Rentals	\$ 374,660	\$ 385,900	\$ 657,600	\$ 657,600	\$ 781,200
Cost Sharing	-	-	-	-	50,000
Grants	-	-	-	-	300,000
Donations	-	366,622	10,000	250,000	10,000
Miscellaneous	9,280	-	-	-	-
Interest	26,248	24,578	25,000	25,000	25,000
Total Revenue	<u>410,188</u>	<u>777,100</u>	<u>692,600</u>	<u>932,600</u>	<u>1,166,200</u>
Uses					
Capital					
Backstops	-	-	30,000	30,000	-
Benches	-	-	-	-	20,000
Bleachers	-	-	-	-	15,000
CC Back Parking Lot	-	-	-	-	55,000
Community Center Bathroom Counters	-	-	100,000	100,000	-
Community Center Building Waterproofing	-	68,840	-	-	-
Community Center Men Showers/Tile	-	-	-	-	80,000
Community Center Parking Lot	-	-	200,000	200,000	-
Community Center Study	40,650	-	-	-	-
Courts	-	-	-	-	30,000
Fence Replacement	-	-	-	-	15,000
Gazebo Levy Drive	-	-	20,000	20,000	-
Lions Park Bathroom	-	-	-	-	80,000
Lions Park Improvements	12,652	-	-	-	-
Lions Park Fun For All Playground	-	373,471	-	-	-
Lions Park Rink and Lights	-	-	180,000	-	270,000
Lions Park Warming House	-	53,873	-	-	10,000
Maps	453	-	-	-	-
Memorial Park Bridge	-	34,994	-	-	660,000
Playground Equipment	-	-	50,000	50,000	-
Playground Equipment- Emerald Lane	-	35,812	-	-	-
Playground Equipment- Hiawatha	-	63,518	-	-	-
Riverview Fence	-	-	-	-	25,000
Scenic Heights Park Building	24,039	1,617	-	-	-
Scenic Heights Rink	-	-	-	-	30,000
Schleper field lights/roof	284,980	-	-	-	-
Schleper Painting	-	-	125,000	125,000	-
Softball/Baseball Concession Stand Upgrade	-	19,145	-	-	-
Skate Park	-	214,754	-	-	-
Stans Park Playground	-	80,477	-	-	-
Sand Venture- Pool Diving Well	-	-	35,000	35,000	-
Tahpah fence extension	162,507	-	-	-	-
Tahpah Field Improvements	-	52,531	-	-	-
Tahpah Lighting	154,697	2,280	-	-	-
Trail Overlay	-	65,297	60,000	60,000	60,000
Westminster Hockey Rink	32,653	-	-	-	-
Youth Building Interior Chinking	-	-	-	-	50,000
Total Expenditures	<u>712,630</u>	<u>1,066,609</u>	<u>800,000</u>	<u>620,000</u>	<u>1,400,000</u>
Reserved for Delayed Projects:	-	668,000	-	-	-
Net	<u>\$ (302,442)</u>	<u>\$ (957,509)</u>	<u>\$ (107,400)</u>	<u>\$ 312,600</u>	<u>\$ (233,800)</u>
Cash Balance December 31	\$ 2,081,738	\$ 1,086,707	\$ 979,307	\$ 1,399,307	\$ 1,165,507



Fund: Information Technology Internal Service Fund

Description of Services:

This fund finances the replacement and acquisition of information technology including computers, printers, copiers and network items. Financing to accomplish this is provided by charges to benefitting divisions at rates established annually by the Finance Department as part of the budget process.

Key Measures:

	Actual 2015	Actual 2016	Budgeted 2017	Budgeted 2018
Deployed Computers	152	152	190	200

Establishment:

The fund was established in 2010 by Resolution No. 7001.

2018 Annual Budget
Information Technology Internal Service Fund

	<u>2015</u> <u>Actual</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Original</u> <u>Budget</u>	<u>2017</u> <u>Final</u> <u>Budget</u>	<u>2018</u> <u>Proposed</u> <u>Budget</u>
Sources					
Rentals	\$ 358,600	\$ 365,200	\$ 381,800	\$ 381,800	\$ 400,900
Federal Grants	-	-	20,000	20,000	-
Interest	5,122	6,895	6,000	9,000	6,000
Miscellaneous	-	-	-	-	-
Total Revenue	<u>363,722</u>	<u>372,095</u>	<u>407,800</u>	<u>410,800</u>	<u>406,900</u>
Uses					
Supplies	84,023	66,180	30,000	65,000	-
Services	83,903	27,393	25,000	20,000	-
Software	210,845	181,870	210,000	180,000	-
Capital	47,470	42,146	295,700	295,700	-
Computer Replacement	-	-	-	-	50,000
Data Center UPS Replacement	-	-	-	-	35,000
Microsoft Licensing Renewal	-	-	-	-	65,000
Printer Reduction & Replacement	-	-	-	-	25,000
Yearly Software Maintenance	-	-	-	-	90,000
Total Expenditures	<u>426,241</u>	<u>317,589</u>	<u>560,700</u>	<u>560,700</u>	<u>265,000</u>
Excess (deficiency) of					
Sources over Uses	(62,519)	54,506	(152,900)	(149,900)	141,900
Transfer In	150,000	-	-	-	-
Net	<u>\$ 87,481</u>	<u>\$ 54,506</u>	<u>\$ (152,900)</u>	<u>\$ (149,900)</u>	<u>\$ 141,900</u>
Cash Balance December 31	\$ 622,143	\$ 679,861	\$ 526,961	\$ 529,961	\$ 671,861



Fund: Governmental Building Asset Internal Service Fund

Description of Services:

This fund finances the future purchase, major reconstruction, and additions to City owned buildings including City Hall, Library, Public Works, Police, and Fire Stations. Financing to accomplish this is provided by "rental" payments from the operating departments at rates established annually by the Finance Department as part of the budget process. The Building Fund shall "own" and acquire these buildings.

Key Measures:

	Actual 2015	Actual 2016	Budgeted 2017	Budgeted 2018
# Projects	6	2	7	10

Establishment:

Council established the Building Fund in 1998. The scope of the fund was expanded in 2000 to include major repairs defined as those without which the building would be unusable for its intended purpose. It was further expanded in 2008 to include energy savings or green initiatives such as lighting upgrades, boiler modifications, etc.

2018 Annual Budget
Governmental Building Asset Internal Service Fund

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
	<u>Actual</u>	<u>Actual</u>	<u>Original</u>	<u>Final</u>	<u>Proposed</u>
Sources			<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Rentals	\$ 517,910	\$ 533,450	\$ 558,400	\$ 558,400	\$ 579,400
Interest	72,654	63,764	25,000	45,000	25,000
Miscellaneous	654	(153)	-	-	-
Total Revenue	<u>591,218</u>	<u>597,061</u>	<u>583,400</u>	<u>603,400</u>	<u>604,400</u>
Uses					
Capital Construction					
Police Station Carpeting	-	80,305	-	-	-
Police Station Roof	-	-	-	-	20,000
Library Exterior Restoration	90,900	-	-	-	-
Engineering Building Roof	-	-	25,000	25,000	-
Engineering Building Sign Shop Area	-	-	-	-	6,000
Public Works Interior Lighting System	-	-	-	-	20,000
Public Works Storage Shed	110,661	-	-	-	-
Fire Station 1 Parking Lot	-	-	160,000	160,000	-
Fire Station 1 Boilers	-	-	-	-	130,000
Fire Station 1 AC	-	-	-	-	100,000
Fire Station 1 Vierling East Roof	-	6,600	-	-	-
Fire Station 1 Rooftop Unit	-	-	-	-	-
Fire Station 1 Window Replacement	-	-	100,000	100,000	-
Fire Station 2 Concrete Pavement	79,820	-	-	-	-
Fire Station 2 Roof	32,515	-	-	-	-
City Hall/PD Landscaping	-	-	-	-	50,000
City Hall Study	7,165	-	-	-	-
City Hall Technology & Security**	-	-	138,000	-	-
City Hall Low Voltage**	-	-	130,000	-	-
City Hall Furniture & Fixtures**	-	-	233,000	-	-
City Hall Contingency**	-	-	400,000	-	-
Building Furnishings	5,700	-	-	-	-
Total Expenditures	<u>326,761</u>	<u>86,905</u>	<u>1,186,000</u>	<u>285,000</u>	<u>326,000</u>
Excess (deficiency) of					
Sources over Uses	264,457	510,156	(602,600)	318,400	278,400
Interfund Loan*	50,000	-	50,000	-	-
Transfer Out City Hall Construction	-	(2,040,000)	(120,000)	(1,071,000)	(170,000)
Transfer Out Debt Service	(466,680)	(346,680)	(340,000)	(340,000)	(340,000)
Net	<u>\$ (152,223)</u>	<u>\$ (1,876,524)</u>	<u>\$ (1,012,600)</u>	<u>\$ (1,092,600)</u>	<u>\$ (231,600)</u>
Cash Balance December 31	\$ 5,701,935	\$ 5,701,935	\$ 4,689,335	\$ 4,609,335	\$ 4,377,735

* Interfund loan payback became a funding source of the City Hall construction. The payments received on the interfund loan are transferred to the City Hall Fund as received.

** Moved to transfer out to city hall construction as entire city hall project was paid for in the city hall fund.



Fund: Self Insurance Internal Service Fund

Description of Services:

This fund pays the costs related to the City's workers' compensation and property/casualty insurance policies through charges received from city departments and divisions. Coverage is maintained through the League of Minnesota Cities Insurance Trust (LMCIT).

Key Measures:

	Actual 2015	Actual 2016	Budgeted 2017	Budgeted 2018
Workers Compensation:				
Deductible	\$1,000	\$500	\$10,000	\$10,000
Amount Paid	\$6,636	\$7,183	\$13,887	NA
Experience Modification (less than 1.0 is good)	1.12*	1.05*	0.70	NA
General Liability:				
Deductible	\$2,500	\$50,000	\$50,000	\$50,000
Amount Paid	\$14,562	\$10,620	\$19,650	NA
Liability Rating (less than 1.0 is good)	0.821*	0.799*	0.878	NA

* City of Shakopee and Shakopee Public Utility Commission were in a combined pool for insurance.

Establishment:

The Self Insurance Fund was created in 2016 as a result of savings realized from increasing deductible premiums for the property/casualty policy. General liability moved to the self insurance fund at the 7/1/16 renewal. Workers Compensation moved to the self insurance fund at the 1/1/17 renewal. In addition, a 2016 transfer of \$75,000 from the General Fund surplus created an initial balance suitable for covering annual deductible claims expenses. The goal of the fund is to establish an appropriate fund balance with the ultimate goal of moving towards a self insurance program, thus realizing the benefit of reduced premiums.

Budget Impact:

The workers comp mod factor relates to the frequency and severity of an employer's workers compensation claims over a three-year period, and it is used to calculate the premium. A mod factor of 1.00 is considered average for an employer's particular industry; the lower the mod factor, the better.

The liability rating is calculated using a formula that looks at the city's expected liability claim losses compared to the actual losses. Data is used over a three-year period, and it is used to calculate the premium. A liability rating of 1.00 means the city's actual losses equal the expected losses for a city of similar size and expenditures.

2018 Annual Budget
Self Insurance Internal Service Fund

	2015 Actual	2016 Actual	2017 Original Budget	2017 Final Budget	2018 Proposed Budget
Sources					
Charges for Services	\$ -	\$ 466,950	\$ 457,500	\$ 800,000	\$ 840,000
Reimbursement	-	-	-	14,500	6,000
Interest	-	179	-	4,500	6,000
Insurance Dividends	-	145,757	-	50,000	50,000
Donations	-	-	-	-	-
Total Revenue	-	612,886	457,500	869,000	902,000
Uses					
Capital					
Liability Insurance	-	134,014	347,500	623,400	685,000
Claims	-	5,621	40,000	25,000	40,000
Total Expenditures	-	139,635	387,500	648,400	725,000
Excess (deficiency) of Sources over Uses	-	473,251	70,000	220,600	177,000
Transfer In	-	75,000	-	-	-
Transfer Out	-	-	-	-	-
Net	<u>\$ -</u>	<u>\$ 548,251</u>	<u>\$ 70,000</u>	<u>\$ 220,600</u>	<u>\$ 177,000</u>
Cash Balance December 31	\$ -	\$ 362,791	\$ 432,791	\$ 583,391	\$ 760,391