PRESS 'PLAY' ON 2020 *The operations, projects and plans for the 2020 budget year*

Draft

2020 Annual Budget

for the City of Shakopee, Minnesota

SHAKOPEE | MN

COMMUNITY PRIDE SINCE 1857

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City of
Shakopee, Minnesota

2020 Budget

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TABLE OF CONTENTS

Introduction:
Mission Statement 1
City Map 2
Organization Structure 3
City Officials 4
Shakopee Profile 5

Budget Overview:
Budget Message 6
Budget Development 14
Financial Management Policies 16
Employees by Function 28
Budget Resolutions 32

Combined Budget:
Summary 42

General Fund:
Summary 46
General Fund Revenue and Expenditures 47
General Fund Expenditures by Division:
Summary 52
General Government 53
Mayor & Council 54
Administration 58
City Clerk 62
Finance 66
Planning & Development 70
Facilities 74
Public Safety 79
Police 80
Fire 84
Building Inspection 88
Public Works 93
Engineering 94
Street Maintenance 98
Fleet 102
Park Maintenance 106
Natural Resources 110
Recreation 115
Recreation 116
Miscellaneous 121
Unallocated 122

Draft

Special Revenue Funds:

Summary 127
Shakopee Government Television 128
Lodging Tax 130
Economic Development Authority (EDA) 132

Debt Service Funds:

Summary 137
G.O. Improvement Bonds Series 2010A 138
G.O. Improvement Refunding Bonds, Series 2012A 140
G.O. Tax Abatement Bonds, Series 2016A 142
G.O. Tax Increment Revenue Bonds, Series 2019A 144

Capital Projects Funds:

Summary 147
Park Reserve 148
Capital Improvement 152
Tree Replacement 156

Enterprise Funds:

Summary 161
Sanitary Sewer 162
Surface Water 166
Refuse 170

Internal Service Funds:

Summary 173
Equipment 174
Park and Recreation Asset 176
Information Technology 178
Governmental Building Asset 180
Self-Insurance 182

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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.

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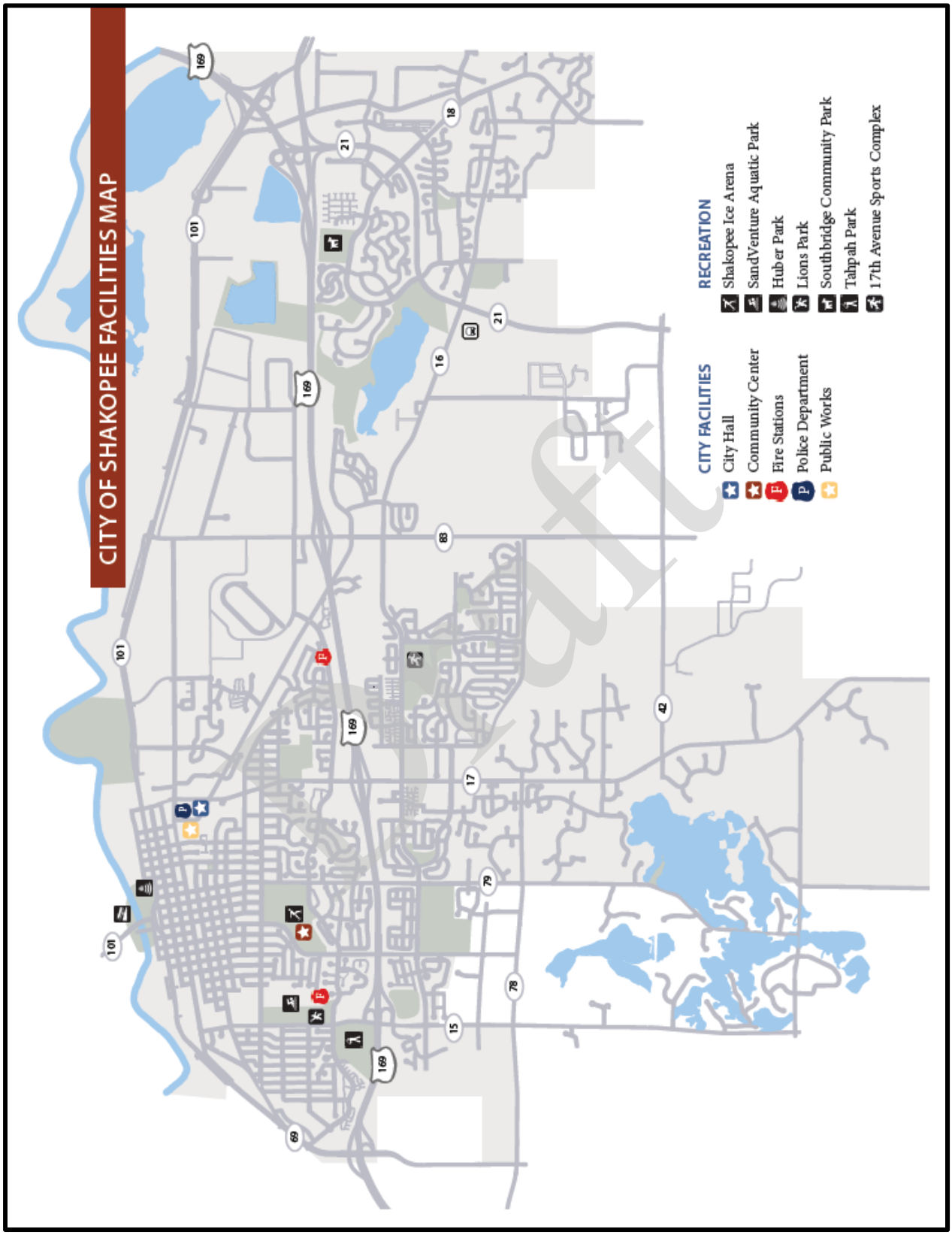
CITY OF SHAKOPEE FACILITIES MAP
CITY FACILITIES
City Hall
Community Center
Fire Stations
Police Department
Public Works
RECREATION
Shakopee Ice Arena
SandVenture Aquatic Park
Huber Park
Lions Park
Southbridge Community Park
Tahpah Park
17th Avenue Sports Complex
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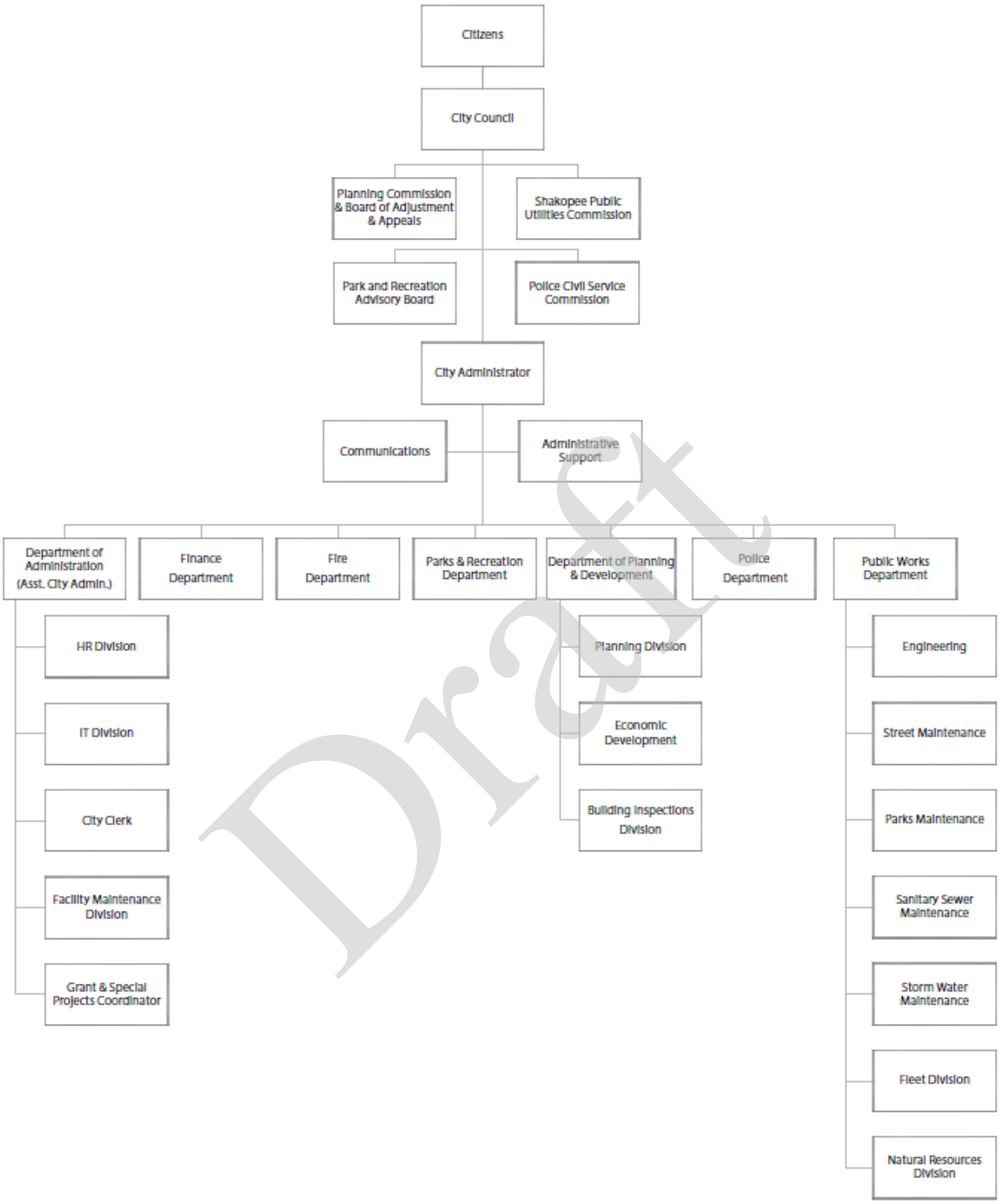
Citizens
City Council
Planning Commission & Board of Adjustment & Appeals
Shakopee Public Utilities Commission
Park and Recreation Advisory Board
Police Civil Service Commission
City Administrator
Communications
Administrative Support
Department of Administration (Asst. City Admin.)
Finance Department
Fire Department
Parks & Recreation Department
Department of Planning & Development
Police Department
Public Works Department
HR Division
IT Division
City Clerk
Facility Maintenance Division
Grant & Special Projects Coordinator
Planning Division
Economic Development
Building Inspections Division
Engineering
Street Maintenance
Parks Maintenance
Sanitary Sewer Maintenance
Storm Water Maintenance
Fleet Division
Natural Resources Division

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City Officials

Elected

Mayor	**William Mars**
Councilor	**Jody Brennan**
Councilor	**Angela Contreras**
Councilor	**Matthew Lehman**
Councilor	**Jay Whiting**

Appointed

City Administrator	**William H. Reynolds**
Assistant Administrator	**Nathan Burkett**
Finance Director	**Vacant**
Police Chief	**Jeff Tate**
Fire Chief	**Rick Coleman**
Engineering/Public Works Director	**Steve Lillehaug**
Planning and Development Director	**Michael Kerski**
Park and Recreation Director	**Jay Tobin**

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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 29.5 square miles. The 2019 estimated population is about 44,290. 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 four-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	29.5 Square Miles
Population	42,290
Average Home Market Value	255,400 (Scott County)
Total Taxable Market Value	5,071,348,900 (Scott County)
Miles of Roadway	156
Fire Stations	2
Number of Full-Time Employees	8
Paid on Call Firefighters	46
Police Stations	1
Sworn Officers	50
Civilian Employees	12
Recreation	
Seasonal Employees	80
Municipal Pools	2
Ice Arena	1
Employees	
Full Time	162
Part Time	150

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SHAKOPEE

To: Mayor and Council Members

From: Nate Burkett, Assistant City Administrator

Cc: Bill Reynolds, City Administrator

Date: November 19, 2019

Re: Draft Budget Workshop – November 19, 2019

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.

The City of Shakopee takes a responsible, long-term perspective with financial planning and management. Decisions are made with the future in mind to ensure the city's ongoing ability to provide quality services at a reasonable price.

Over the last three years, the city's estimated market value has increased $1.2 billion to more than $6 billion. New construction accounts for $244 million or 20 percent of this increase. New construction allows the tax levy to be spread across a larger tax base, which reduces tax burden of existing taxpayers.

Staff has proposed budgets with minimal or no impact to residents for the past three years. That being said, the city is experiencing budget pressures, most notably from increasing infrastructure construction and maintenance costs, as well as general personnel costs, neither of which are unique to Shakopee. Fortunately, these pressures are mitigated by our previous work to financially position our budgets and by right-sizing our operations.

This year's budget focuses on maintaining operational service levels which includes an infusion of tax dollars dedicated to maintaining street infrastructure. The levy also includes an investment in regional park development as a result of the Parks, Trails and Recreation Master Plan and the 2040 Comprehensive Plan.

The 2020 budget also continues focusing on fiscal transparency, long-term financial stability and ensuring our budget accurately reflects how we spend tax dollars.

This past year residential values increased on average 6.7 percent according to data from Scott County with 57 percent of the homes seeing an increase between 5 and 15 percent. As outlined in this memo, staff recommends increasing the city's preliminary levy 5.98 percent. For the average-valued home increasing by 6.7 percent to $272,600, this equates to a 4.6 percent or $39 annual increase. Absent any change in value, homeowners can expect a tax decrease of about $25 or about 2.9 percent. This

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preliminary levy will reduce the city's tax rate from 34.943 percent to 33.922 percent.

Development is expected to continue due in part to a renegotiated annexation agreement with Jackson Township and other redevelopment projects just getting underway. However, the pace of development is uncertain, and national economic factors have started to affect local economies. Fortunately, Shakopee has a diversified mix of existing industry that will help weather a potential economic downturn. However, it is anticipated the city is not likely to sustain the rate of growth it has for the last few years.

Schedule for budget and property tax levy development

Date	Who	What
August 20, 2019	Council/Staff	Review Preliminary Capital Improvement Plan (CIP)
September 3, 2019	Council/Staff	Review Maximum Levy, review initiatives and requests
September 17, 2019	Council	Adopt proposed maximum tax levy for City and EDA. Adopt final 2019-2023 CIP
September 30, 2019	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	Council/Staff	Work session to review budget document
December 3, 2019	Council	Hold public meeting to discuss levy and budget. Review and approve utility rates for 2020.
December 17, 2019	Council	Adopt final tax levy and budget
December 30, 2019	Staff	Certify final tax levy and budget to County and State

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Budget Impact Issues Wages and benefits

All three union contracts expire on December 31, 2019. Initial negotiations have begun with the patrol and sergeant unions. Contracts are likely to be settled by year end. Current union contracts included annual 3 percent cost of living adjustments. The preliminary 2020 budget has been built with this continued assumption. Non- union wage increases typically mirror the union increases. The 2020 budget is calculated with a 3-percent-across-the-board wage increase, which is approximately $510,000.

Health insurance premiums have stabilized after experiencing a 19-percent increase in health insurance premiums in 2018. The city's health insurance rates increased about 6.5-percent for 2020 or about $70,000 following a 1-percent increase in 2019.

As a reminder, the city set aside $600,000 at the end of the 2017 to aid in transitioning toward self-insurance funding for health insurance. Current market conditions do not warrant a move to self-insurance. However, having dedicated funds set aside will provide the flexibility to react quickly when market conditions necessitate a move.

The 2018 Legislature passed an amendment to the State of Minnesota Police and Fire pension plan to help ensure the fund's long-term sustainability. Part of the legislation includes mandatory employee and employer contribution increase in 2019 and again in 2020. The 2019 budget impact amounted to $41,000 and the 2020 budget impact adds another $41,000.

2020 is a presidential election year which will require the hiring of election judges. New for 2020, Scott County is now requiring the city to host absentee and early voting at city hall versus at the county government center as in previous years. 2020 will include the presidential nomination primary in March, the general primary in August and the presidential election in November. In total this will add $43,500 to the 2020 budget.

The parks maintenance division has been under increasing demands to keep pace with our growing city and meet park maintenance standards. These demands have created a need to add a parks foreman and maintenance operator within this division. The addition of a foreman in the park maintenance division will then mirror the personnel structure within the street maintenance division. As you may recall, the city added a maintenance operator in the streets division last year. Prior to that, the last addition to public works operational staff occurred in 2014. The budget impact for wages and benefits in the park maintenance division is $188,600.

Internal Rent Charges

The city established internal service funds years ago to account for equipment, buildings, park assets, and information technology infrastructure and equipment. The philosophy behind these funds is they take out the large swings in the tax levy by charging level rents on annual basis, and when replacement equipment or infrastructure is needed the appropriate internal service fund makes the purchase from accumulated reserves. Having this system in place and established is fiscally responsible and sets the city up for long-term financial sustainability.

Last year, staff took an in-depth analysis of the equipment fund after purchasing two fire engines. These fire engines were purchased 20-some years ago for about $350,000. Over that 20-year timeframe, the fire department was charged a flat annual fee of $17,500 for each fire engine. Unfortunately, replacement fire engines today cost more than $600,000. This left a large gap between accumulated rents and the new purchase price. This large difference between the original purchase and the future replacement is common on equipment that lasts for 10 to 20 years due to inflation and other factors.

To ensure the long-term sustainability of the equipment fund staff began charging rent for vehicles that have replacement lives of 10 to 20 years on the estimated future replacement cost rather than the original purchase price. This transition comes with a cost due to higher annual rent charges. In order to minimize the impact, staff is stepping into the full funding of replacement costs over four years. 2020 will be the second of four years and adds an additional $63,600 to the 2020 budget.

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After performing this cost analysis for the equipment fund in 2018, staff took a closer look at the cost drivers for the remaining internal services funds. The city has major investments in buildings, parks and IT equipment and infrastructure, so ensuring the long-term sustainability of those assets is also crucial. What staff discovered was rents in these funds were tied to outdated cost drivers that are not relevant to today's operations. Staff also discovered assets that will require future maintenance or replacement were not being accounted for in the rents including items such as parking lots, trails and other building-related furniture and fixtures.

The outcome of this exercise is we now have a complete inventory of equipment and infrastructure with relevant cost drivers that will ensure sufficient funding for future replacement costs. We are also now maintaining an internal running balance of each building's accumulated rents offset by building-related projects. This is beneficial in understanding the lifecycle and the financial costs associated with maintaining these assets. Maintaining and preparing for replacement of these assets comes with a cost. It's a prudent and fiscally responsible cost, but a cost, nonetheless. The budget impact for 2020 amounts to $348,700 between the building, park asset and IT internal service funds. This will be a one-time adjustment.

Other Services & Charges

Sealcoating costs are increasing $80,000, along with $26,000 in additional funds for pond buffer maintenance, tree trimming, and printing/mailing. These additional costs are offset by reductions in other areas resulting in a net increase of $49,500.

The remainder of other services and charges remains relatively flat. Departments are seeing increasing service costs in this area but are requested to work within their given budget allotment to maintain a reasonable tax increase for 2020.

Revenues

Typically, governmental revenues such as grants, charges for service, and fees and permits are constant with little fluctuation from one year to the next. Obviously, the economy is the biggest factor in revenue fluctuations. The city's building permits have been strong over the past couple years with an influx of commercial and residential development. Development and the coinciding building permits are expected to continue, albeit at a more moderate level, not the hyper level we have seen the last two to three years.

It is fiscally responsible to budget conservatively for building permit revenue. However, we do not want to be ultra-conservative on our forecasts since that can lead to unnecessary tax collections. We have been steadily increasing our building permits budget to more closely match the increasing actual permits for the last couple years. For 2020, we are increasing the building permit revenue budget by $415,000 or approximately 29 percent. The 2020 building permit budget is $1.8 million, which is about $200,000 below the three-year average of $2 million. As mentioned earlier, we are not expecting to have as many large commercial/industrial building permits issued as available land is becoming scarce and the economy is more uncertain.

The community center and ice arena revenues for 2020 are expected to increase by about 5.7 percent from $2.2 million to $2.3 million. These additional revenues aid in offsetting operational costs.

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Cable franchise fees saw a decline in revenue for the first time in at least a decade. Revenue fell from $427,000 in 2017 to $400,000 in 2018, a drop of more than 6 percent. It appears cable customers are moving away from cable to wi-fi streaming services. In addition, a recent FCC law change allows cable providers to count certain in-kind services towards their franchise fee obligation. This ruling may have additional impact on future revenues. The 2020 budget is reducing the cable franchise fee revenue by $44,000.

Economic Development Authority

In 2018, the City Council/EDA Commission approved a standalone EDA Levy. This levy was implemented to increase transparency and was considered a budget neutral change. Prior to 2018, annual transfers were made from the General Fund to the EDA to cover EDA operational costs, façade loan funds and other development related activities. This EDA levy eliminates this transfer from the General Fund, thus reducing the city's general levy.

The Shakopee EDA has the statutory authority to levy a small percentage (up to 0.0185%) of the city's estimated market value, which for 2020 would be a maximum of approximately $892,500. The EDA and City Council can set the levy at any amount up to this cap.

The EDA levy is 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 2020, which is the same levy amount since 2018.

Debt Service

Staff is anticipating 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, $659,000 of debt service levies will be cancelled in 2020. A breakdown and comparison of the individual debt levies can be viewed on the next page.

Capital Project Funds

The Capital Improvement Plan (CIP) is a five-year plan to provide and maintain public facilities. The 2020-2024 CIP document is a planning document and not an official budget document, just the 2020 CIP projects have been brought forward into the 2020 budget for official approval. During the CIP work session on Aug. 20, staff discussed the need for additional tax levy dollars in both the capital improvement fund and park development fund in the amounts of $500,000 and $200,000, respectively. These funds are needed to meet increasing costs and demands within each of these funds.

Levy Request & Impact

Staff is recommending a city levy of $20,380,500, which is an increase of $1.15 million or 5.98 percent over last year, and a preliminary EDA levy of $350,000, which is identical to last year. No changes were made to the levy between now and when the preliminary levy was set in September.

As mentioned earlier, residential values increased on average 6.7 percent according to data from Scott

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County with 56 percent of the homes seeing an increase between 5 and 15 percent. For the average-valued home increasing in value 6.7 percent from $255,400 to $272,600, this equates to a 4.6 percent or $39 annual tax increase. Absent any change in value, homeowners can expect a tax decrease of about $25 or about 2.9 percent. This preliminary levy will reduce the city's tax rate from 34.943 percent to 33.922 percent.

The city experienced 9.8 percent growth in tax capacity for taxes payable 2020. This is on top of 6.8 and 8 percent growth in 2019 and 2018, respectively. New construction accounts for about 16 percent or $1,025,000 of additional tax capacity. In terms of levy dollars, the new construction tax capacity allows for the city to increase the levy by approximately $346,000 without having a tax impact on existing properties.

The breakdown and comparison of the proposed preliminary 2020 levy is as follows:

City of Shakopee
Levy Analysis
November 19, 2019

	2019 Final	2020 Final	Increase/ (Decrease)	% Change
City Levy				
General Fund	$ 16,677,400	$ 17,136,900	$ 459,500	2.76%
Abatements	169,500	155,700	$ (13,800)	-8.14%
Capital Improvement Levy	200,000	700,000	$ 500,000	250.00%
Park Development Levy	-	200,000	$ 200,000	100.00%
Debt Service				
2010 A Improve	115,000	69,900	(45,100)	-39%
2016 Abatement	2,068,600	2,118,000	49,400	2%
Total Debt Service	**2,183,600**	**2,187,900**	**4,300**	**0.20%**
Total City Levy	**$ 19,230,500**	**$ 20,380,500**	**$ 1,150,000**	**5.98%**
Shakopee EDA Special Levy	$ 350,000	$ 350,000	$ -	0.00%
Total City and EDA Levies	**$ 19,580,500**	**$ 20,730,500**	**$ 1,150,000**	**5.86%**

Items to note with the 2020 preliminary levy include:

- $700,000 or 3.6 percent of the levy increase is directed towards capital infrastructure improvements.
- $200,000 or 1 percent of the levy increase is directed towards park development.
- Flat preliminary levy for the Shakopee EDA.

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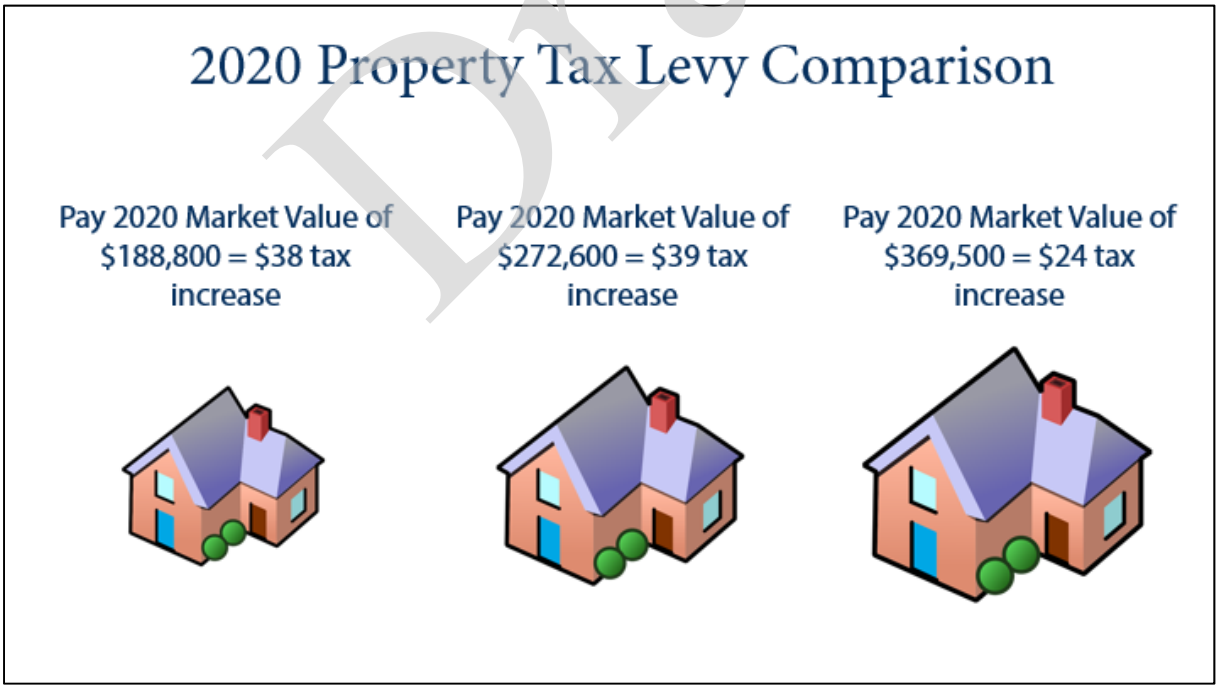
The chart below provides the average percentage change in value for residential properties from taxes payable 2019 to taxes payable 2020. These percentage changes are strictly the averages within each value range. Individual properties valuations will likely be more or less than the averages.

Payable 2019 Value	Properties in Category	Average of Net % Change for pay 2020
<$100,000	153	12.3%
100000-149999	577	10.1%
150000-199999	3,516	8.3%
200000-249999	2,813	7.6%
250000-299999	1,773	7.3%
300000-399999	2,308	4.6%
400000-499999	755	4.6%
500000-699999	199	5.2%
700000-999999	22	3.0%
>$999,999	3	1.3%
Grand Total	**12,119**	**6.7%**

The chart below provides a comparison of the proposed 2020 levy for three different valued homes including the average value home of $272,600. This chart assumes the homes in these price ranges increased in value by the same percentage as the correlating range in the chart above. For example, the first home increased from $174,300 to $188,800 or 8.3 percent for taxes payable 2020.



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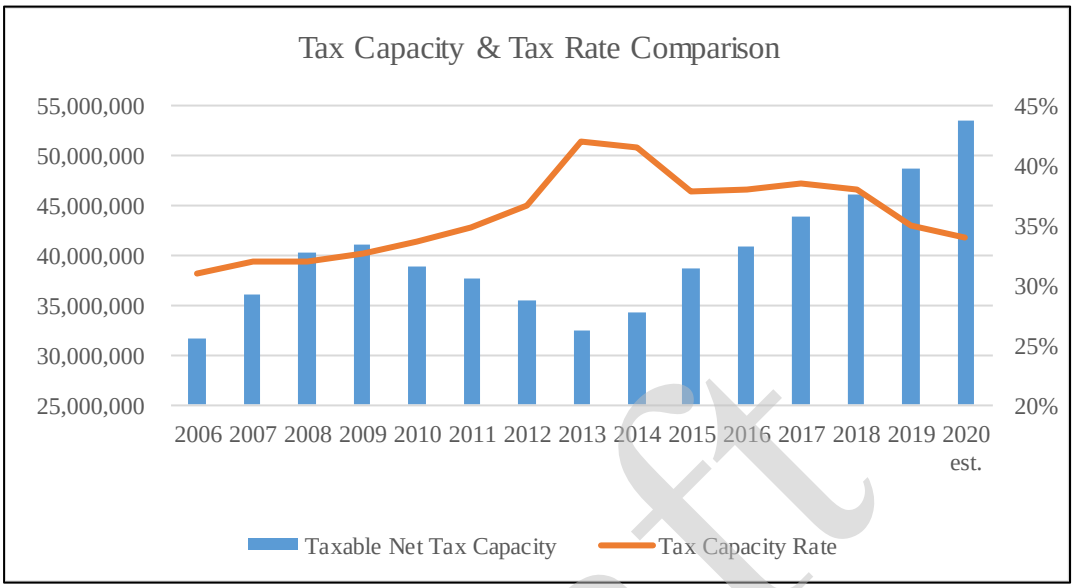
The tax levy will drop the city and EDA's combined tax rate from 35.663 percent to 34.576 percent, a decrease of 1.087 percent. This is the 3rd consecutive year of a tax rate decrease. Below is a chart comparing the city's tax capacity and the combined city and EDA tax rate over the past 15 years, including the 2020 levy.



Building Inspection Revenue Commitment

Having strong development activity is much more favorable than the alternative. However, there is a concern when we have this amount of activity in one year. The major concern is that for large commercial/industrial or large apartment complexes, our expenditures (inspections, plan reviews, etc.) may not occur the same year the revenue is collected. For instance, it may take a couple years to complete a building project and if that building permit was received late in the year, we may still be incurring inspection costs 2-3 years later. Due to the volume of building activity, we are anticipating we will have approximately $2.5 million in additional building permit revenue.

Staff is recommending the council formally commit the excess revenues for future years. The excess revenue would then be used over the course of the next few years to supplement the General Fund building inspection costs. The preliminary budget utilizes $795,000 of those committed reserves for the 2020 budget.

Summary

The draft budget includes the General fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds and Internal Service Funds.

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BUDGET DEVELOPMENT

Fund Structure

The financial matters of the City of Shakopee are arranged into groups called funds. Each fund is a separate accounting activity. The funds are;

Governmental Funds using modified accrual accounting:

General Fund is the main operating fund and accounts for the usual activities of general government (administration, finance, city clerk, and information technology), public safety (police, fire and building inspection), public works (engineering, streets, fleet, park maintenance and natural resources) and culture/recreation (recreation).

Special Revenue Funds are for resources received for specific purposes and include Forfeitures, Shakopee Government Television, Revolving Loan, Lodging Tax and the Economic Development Authority.

Debt Service Funds are to account for money dedicated to paying the city's bonded debt.

Capital Project Funds are to account for the larger construction projects in the city. Ongoing funds are the Capital Improvement, Park Reserve and Tree Replacement Funds. Other funds exist for the life of the projects financed by that fund.

Proprietary Funds using accrual accounting:

Enterprise Funds account for business-like activities of the city. There are three enterprise funds. The City operates the Sewer and Storm Drainage Funds with the Shakopee Public Utility Commission providing billing services for those two funds. The City also operates the Refuse Fund which provide refuse and recycling carts to Shakopee residents.

Internal Service Funds account for providing goods or services to various city divisions. These are the Building Fund for a majority of city and recreation services buildings, Capital Equipment Fund for major pieces of mobile equipment, Park Asset Fund for replacement of park assets, Information Technology Fund for certain hardware and software items, the Employee Benefit Fund for compensated absences and Self Insurance Fund for liability and worker compensation insurance coverage.

Major Funds

Major funds are the funds of the city that are larger in terms of assets, liabilities, revenues or expenditures. The General Fund is always a major fund and the two enterprise funds, Sewer and Storm Drainage are classed as major funds. Individual special revenue, debt service or capital projects funds may be determined to be major funds for one or more years depending on the activity in that fund.

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Budget Process

Scott County assessor sets property values during the previous year. The county sends valuation notices early in the current year for the next year's taxes. In May and June the local Board of Review and County Board of Equalization meet to consider appeals of property values from owners. June through March – Tax Court petitions must be filed to appeal previous year assessment.

The City's, budget process starts in the spring for the following year. The Five Year Capital Improvement Plan is prepared by departments and brought to the City Council in mid-July. This document is approved by the City Council in September.

Public input meetings are held in May and June at places throughout the City. In July, departments discuss big picture issues and new initiatives. Forecasts are prepared for compensation, revenues, utilities and internal service fund allocations. These items are used to prepare the preliminary tax levy.

Management and City Council review the proposed budget and preliminary levy in late August and the maximum tax levy is certified to the county auditor by September 30th. In September and October, departments finalize budgets and revise prior year budgets if necessary. In mid-November, tax payers receive a notice of the proposed amount of property taxes they would be billed for in the following year. Early in December a public meeting on the budget and tax levy is held and the final tax levy and budget are adopted.

Budgets are legally adopted for all Funds through this budget document. The Economic Development Authority is a legally separate entity but is blended in as a special revenue fund because the City Council also serves as the Board for the EDA.

Budgets are legally adopted at the division level for the General Fund. Staff may shift budget amounts within divisions, but governing body action is needed to change division or fund totals. The current year budget is amended with the following year's budget approval and can also be amended at any point with council action. General fund appropriations lapse at the year's end.

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FINANCIAL MANAGEMENT POLICIES

The City of Shakopee has an important responsibility to its citizens to plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities, to manage municipal finances and resources wisely, and to carefully account for public funds. The City strives to ensure that it is capable of adequately funding and providing local government services needed by the community. The City will maintain or improve its infrastructure on a systematic basis to maintain quality neighborhoods. These policies provide the framework for fiscal management and guide the decision making process. The policies operate independently of changing circumstances and conditions.

Objectives

1. To protect the Council's policy-making ability by ensuring that important decisions are not controlled by financial problems or emergencies.
2. To enhance the Council's policy-making ability by providing accurate information on the cost of various authority or service levels.
3. To assist sound management of the City government by providing accurate and timely information on financial condition.
4. To provide sound principles to guide the important decisions of the Council and of management which have significant fiscal impact.
5. To set forth operational principals which minimize the cost of local government, to the extent consistent with services desired by the public, and which minimize financial risk.
6. To employ revenue policies and forecasting tools to prevent undue or unbalanced reliance on certain revenues, especially property taxes, which distribute the cost of municipal services fairly, and which provide adequate funds to operate desired programs.
7. To provide essential public facilities and prevent deterioration of the City's infrastructure including its various facilities.
8. To protect and enhance the City's credit rating and prevent default on any municipal debts.
9. Ensure the legal use and protection of all City funds through a good system of financial and accounting controls.
10. Manage risk through loss awareness, loss prevention, loss control and loss financing.

OPERATING BUDGET POLICY

The operating budget policies ensure that the City's annual operating expenditures are consistent with past expenditures and respond to long-term objectives rather than short-term benefits. The policies allow the City to maintain a stable level of service, expenditures and tax levies over time. These policies are most critical to programs funded with property tax revenue because accommodating large fluctuations in this revenue source can be difficult.

1. The City will adopt a balanced operating budget for the General Fund with current revenues equal or greater than current expenditures. It is not the policy to finance ongoing operations with one-time revenues or fund balance. One time revenues and fund balance will only be used for one- time expenditures.
2. An objective analytical process will be used to forecast revenues.
3. Opportunities for other revenue sources will be explored to reduce property tax levels.

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4. The City will avoid postponing expenditures and provide for the adequate maintenance, replacement and improvement of the City's physical assets in order to protect the capital investment and minimize future maintenance and replacement costs.
5. To protect against unforeseen events, the City will budget a contingency and maintain fund balances according to the City's policies.
6. The City will apportion its administrative and general government costs to all its funds as appropriate and practical.
7. The City staff will monitor revenues and expenditures to adhere to their budgeted amounts. Monthly reports comparing budget with revenues and expenditures will be prepared. Line items within a division may be over spent as long as the total division budget is not over spent.
8. Appropriations will be included in the operating budgets to keep internal service fund resources at an appropriate level.
9. Appropriations lapse at year end.

FUND BALANCE/NET POSITION POLICY

Fund balance is the difference between the assets and liabilities in a governmental fund. A governmental fund generally involves tax support and the focus of accounting is the flow or control of money. The General, Special Revenue, Debt Service and Capital Projects funds are governmental funds.

Net Position is similar to fund balance but applies to enterprise and internal services fund and has a longer term focus including fixed assets, accumulated depreciation and long term debt.

This Fund Balance Policy applies to unrestricted fund balances comprised of committed, assigned, unassigned amounts. The City Council can assign fund balance by expressing its intent or the Finance Director is hereby authorized to assign fund balance. When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed. When unrestricted resources are available for use, it is the City's policy to use resources in the following order: (1) committed, (2) assigned, and (3) unassigned.

General Fund:

- The General Fund may have a portion of its fund balance classified as non-spendable if there are long term receivables, inventories, or prepaid items on the balance sheet.
- The General Fund is the only fund that can have any unassigned positive fund balance. The working capital balance of the general fund will fall into the unassigned fund balance classification.
- The target level of unassigned fund balance as recommended by the Office of the Minnesota State Auditor is 35 to 50% of ensuing year's expenditure budget. This amount of unassigned fund balance will provide adequate funds until the next property tax revenue collection cycle for cash flow, unexpected decline in revenue such as state aid unallotment and unforeseen expenditures such as natural disasters.

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- Unassigned fund balance can be spent down by City Council action or appropriation or due to emergency situations. Replenishing fund balance when it falls below the target level shall be accomplished by interfund transfers or budgeting for expenditures and other uses to be less than revenue and other sources over a period not to exceed three years. Annually the City Council will decide what to do with the General Fund unassigned fund balance that exceeds 50% of the ensuing year's expenditure budget. Any excess fund balance transfers will not be used as a funding source for ongoing recurring expenditures.
- Unrestricted fund balance can be spent down by City Council action, appropriation or due to emergency situations. Replenishing fund balance when it falls below the target level shall be accomplished by inter-fund transfers or budgeting for expenditures and other uses to be less than revenue and other sources over a period not to exceed three years.

Special Revenue Funds: These funds shall maintain sufficient fund balance to provide for working capital.

Debt Service Funds: These funds shall maintain sufficient fund balance to provide for the timely payment of principal, interest and service charges.
Capital Project Funds: There are no fund balance requirements for these funds. Long-range planning through use of the Capital Improvement Plan (CIP) and other forecasting methods should be utilized to ensure long-term sustainability.

Enterprise Funds: These funds shall have sufficient equity and liquid assets to provide for six to twelve months operating costs, annual debt service requirements and at least ten percent (10%) of accumulated depreciation to provide for capital outlay.

Internal Service Funds: These funds shall have sufficient equity to smooth out the "peaks and valleys" of major expenditures over the long term; provide funding equal to at least the current liability for employee compensated absences and other post-employment benefits; and provide sufficient funding to take advantage of premium discounts for general liability and workers' comp premiums.

REVENUE AND EXPENDITURE POLICY
The revenue policy is designed to ensure; 1) diversified and stable revenue sources, 2) adequate long-term funding by using specific revenue sources to fund related programs and services, and 3) funding levels to accommodate needed City services and programs equitably.

1. The City will provide long-term financial stability through sound short and long term financial planning. The City will maintain a diversified and stable revenue system in order to avoid short-term fluctuations in a single revenue source.
2. The City will conservatively estimate its annual revenues. All existing and potential revenue sources will be re-examined annually.
3. The City will use one-time or special purpose revenue for capital expenditures or for expenditures required by the revenue, and not to subsidize recurring personnel, operation and maintenance costs.

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4. The City will establish all fees and charges at a level related to the cost of providing the services, or as adjusted for particular program goals. The City will review the full cost of activities supported by fees and charges to identify the impact of inflation and other cost increases and will review these fees and charges along with resulting net property tax costs with the Council at budget time.
5. The City will seek a balanced tax base through support of a sound mix of residential, commercial, and industrial development.
6. The City will set enterprise fund fees at a level that fully supports the total direct and indirect cost of the activity (net of any grants or similar revenues), including depreciation of capital assets and debt service, to maintain a positive cash flow and provide adequate working capital. Replacement (or bonding for replacement) of enterprise infrastructure will be paid for from accumulated (or annual) earnings of the particular fund.
7. The City will offset reduced revenues with reduced expenditures.
8. Department heads are responsible to monitor their respective budget and control spending so that the budget is not exceeded. Expenditures over $25,000 will have prior council approval. Any unauthorized expenditure or exceeding the budget may be a personal obligation of the person incurring the obligation.

ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY

The accounting, auditing and financial reporting policy are designed to maintain a system of financial monitoring, control and reporting for all operations and funds in order to provide effective means of ensuring that overall City goals and objectives will be met and to assure the City's residents and investors that the City is well managed and fiscally sound.

1. The City will adhere to a policy of full and open public discourse of all financial activity. The proposed budget will be prepared in a manner to maximize its understanding by citizens and elected officials. Copies of financial documents will be made available to all interested parties. Opportunities will be provided for full citizen participation prior to adopting the budget.
2. The City will maintain its accounting records and report on its financial condition and results of operations in accordance with City, State and Federal law and regulations, and Generally Accepted Accounting Principles (GAAP), and standards established by the Governmental Accounting Standard Board (GASB). Budgetary reporting will be in accordance with City and State budget laws.
3. An independent firm of certified public accountants will annually perform a financial and compliance audit of the City's financial statements. Their opinions will be contained in the City's Comprehensive Annual Financial Report (CAFR).
4. As an additional independent confirmation of the quality of the City's financial reporting, the City will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The CAFR will be presented in a way designed to communicate with citizens about the financial affairs of the City.

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INVESTMENT POLICY

A. Governing Authority

The Investment program shall be operated in conformance with governing legislation and other legal requirements.

B. Scope

This policy applies to the investment portfolio of all funds under the authority and control of the Finance Director/City Treasurer of the City of Shakopee. All cash and investments are pooled together to achieve economies of scale. Per SEC Rule 15B (Municipal Advisor Rule), municipal bond proceeds are not included in pooled investments and will be held in separate identifiable trust accounts.

Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

C. General Objectives

The primary objectives, in priority order, on investment activities shall be:

1. Safety

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

a) Credit Risk

The city will minimize credit risk, which is the risk of loss of all or part of the investment due to the failure of the security issuer or backer, by:

- Limiting investments to the types of securities listed in Section G of this Investment Policy;
- Pre-qualifying and conducting ongoing due diligence of the financial institutions, broker/dealers, intermediaries, and advisers with which the [entity] will do business in accordance with Section E;
- Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

b) Interest Rate Risk

The city will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by:

- Structuring the investment portfolio so that security maturities match cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity;
- Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting individual security maturity as well as the average maturity of the portfolio in accordance with this policy (see section H).

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2. **Liquidity**
   The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in local government investment pools, which offer same-day liquidity for short-term funds.

3. **Yield**
   The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. Securities should not be sold prior to maturity with the following exceptions:

   - A security with declining credit may be sold early to minimize the loss of principal;
   - A security swap would improve the quality, yield, or target duration in the portfolio;
   - Liquidity needs of the portfolio require that the security be sold;
   - There is a definite economic benefit to be realized.

D. Standards of Care

1. **Prudence**
   The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations and the sale of securities are carried out in accordance with the terms of this policy.

   Investments shall be made with judgment and care, under circumstances then prevailing, for investment, considering the probable safety of their capital as well as the probable income to be derived.

2. **Ethics and Conflicts of Interest**
   Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the city.

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3. **Delegation of Authority**
   Authority and responsibility for the operation of the investment program is hereby delegated to the Finance Director/Treasurer. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The use of an independent third-party investment manager is authorized.

4. **Investing fees**
   The General Fund shall be reimbursed from interest earnings for the cost of an investment manager and safe keeping fees.

E. Authorized Financial Institutions, Depositories, and Broker/Dealers

A list will be maintained of financial institutions and depositories authorized to provide investment services. In addition, a list will be maintained of approved security broker/dealers selected by creditworthiness and/or other factors, such as FINRA broker check.

All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

- Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines;
- Proof of Financial Industry Regulatory Authority (FINRA)certification (not applicable to Certificate of Deposit counterparties);
- Proof of state registration;
- Certification of having read and understood and agreeing to comply with the city's investment policy;
- An annual review of the financial condition and registration of all qualified financial institutions and broker/dealers will be conducted by the investment officer.

F. Safekeeping and Custody

1. **Delivery vs. Payment**
   All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible custody account prior to the release of funds.

2. **Safekeeping**
   Securities will be held by a [centralized] independent third-party custodian selected by the entity as with all securities held in the city's name. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

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3. **Internal Controls**
   The investment officer shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed annually by staff and with the independent auditor. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, mis-representation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the city.

G. Suitable and Authorized Investments

The following investments will be permitted by this policy and are those defined by state law where applicable;

- Savings/demand deposits. A financial institution that is qualified as a "depository" of public funds of government entities. The City may hold balances in qualified bank deposits. Funds may be held in checking/savings accounts at approved depository banks. If balances are greater than the FDIC limit, collateral of 110 percent will be held for the excess balances. Non-interesting bearing deposits will be held at a minimum. However, the interest-bearing demand deposit programs that banks provide for next day access to funds will be utilized;
- U.S. Government obligations, U.S. Government agency obligations, and U.S. Government instrumentality obligations, which have a liquid market with a readily determinable market value. This includes mortgage-backed pass-through securities issued by any U.S. Government agency;
- Certificates of deposit and other evidences of deposit at financial institutions, bankers' acceptances, and commercial paper, rated A-1, P-1, F-1 or higher by at least two nationally recognized rating agencies;
- Investment-grade obligations of state and local governments and public authorities. General obligation bonds of a state or local government must be rated "A" or higher at the time of investment by a nationally recognized rating agency. Revenue bonds of a state or local government must be rated "AA" or higher at the time of investment by a nationally recognized rating agency;
- Money market mutual funds regulated by the Security and Exchange Commission and whose portfolios consist only of dollar-denominated securities;
- Local government investment pools, either state-administered or through joint powers statutes and other intergovernmental agreement legislation, i.e. 4M Fund administered by the League of Minnesota Cities.

H. Investment Parameters

1. **Diversification**
   The aggregate investment portfolio shall be diversified by:
   - Limiting investments to avoid over concentration in securities from a specific issuer or business sector (excluding securities back by the US government);
   - Limiting investment in securities that have higher credit risks;
   - Investing in securities with varying maturities;
   - Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs) or money market funds to ensure that appropriate liquidity is maintained in order to meet ongoing obligations;

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- All investments other than in direct obligations or agencies of the United States, secured by collateral, or repurchase agreements, shall not exceed fifty (50) percent of the aggregate investment portfolio. Mortgage-backed securities shall not exceed thirty (30) percent of the aggregate investment portfolio, at time of purchase;
- Investment in any one corporation for commercial paper, repurchase agreements or certificates of deposit shall not exceed five (5) percent of the aggregate investment portfolio.

2. Performance Standards

The Longer-Term Core funds shall be managed in accordance with the parameters specified within this policy and shall be regularly evaluated against a benchmark. The benchmark will be a blend of eighty (80) percent of the Bloomberg Barclays US Treasury 1 to 5-year Index and twenty (20) percent of the Bloomberg Barclays MBS Conventional 15-year Index. This benchmark shall, at a minimum, be reviewed every year to ensure consistency with the City of Shakopee's investment policy and risk tolerances.

3. Maximum Maturities

To the extent possible, the City of Shakopee shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City of Shakopee will not directly invest in securities maturing more than ten (10) years from the date of purchase, or 10-year average-life for mortgage-backed securities. Longer-term funds shall not be invested in securities exceeding 10 years in modified duration, at time of purchase.

I. Reporting

The Finance Director shall prepare and present to the City Council an investment report at least quarterly. Included in the report shall be the following:

- A listing of individual securities held at the end of the reporting period listed by maturity date.
- The carrying basis, the current calculated accreted basis and the current market value.
- Weighted average yield.
- Total return performance measured against the selected benchmark for the Longer-Term funds.

J. Depositories

Pursuant to Minnesota Statures, Section 118A.02, the Finance Director is authorized to designate as a depository of city funds such national, insured state banks or thrift institutions as defined in MSA 51A.02, Subdivision 23, as deemed proper.

The Finance Director is authorized by City Council to approve of the arrangements for safekeeping of pledged collateral in accordance with MSA 118A.03. The depository may at its discretion furnish a bond and/or collateral aggregating the required amount. The City will not accept mortgages as collateral.

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DEBT POLICY

The debt policy ensures that the City's debt 1) does not weaken the City's financial structure; and 2) provide limits on debt to avoid problems in servicing debt. This policy is critical for maintaining the best possible credit rating.

1. The City will not use long-term debt for current operations.
2. The City will avoid the issuance of short-term debt such as, Budget, Tax and Revenue Anticipation Notes.
3. The City will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 5 years and cannot be financed from current revenues.
4. The City will use special assessments, revenue bonds, and/or any other available self-liquidating debt measures instead of general obligation bonds where and when possible, applicable and practical.
5. The City will pay back debt within a period not to exceed the expected life of the project.
6. Tax supported debt such as building bonds shall not exceed a term of twenty years unless there are extraordinary reasons.
7. Debt supported by special assessments shall have a term of ten years or less depending on the size of the assessments.
8. Special assessments financed internally will bear 8% or lower interest, based on the current market.
9. The City will not exceed 3 percent of the market value of taxable property for pure general obligation debt per state statutes.
10. The City will maintain good communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The City will comply with Securities Exchange Commission (SEC) reporting requirements.
11. The City will follow a policy of full disclosure on financial reports and bond prospectus.
12. The City may refinance or call any debt issue when beneficial for future savings.
13. Inter-fund loans will not exceed two years duration and interest earning on the investment portfolio will determine the interest rate to be paid to the lending fund.
14. Business/development subsidy financing will be based on pay as you go financing to the greatest extent possible.
15. The maturity of direct debt shall have 50% maturity in ten years or less.
16. The terms of the debt shall not exceed the life of the asset financed.

CAPITAL ASSET THRESHOLD

Fixed asset capitalization threshold is $10,000 and a life of more than two years. Items such as lengths of fire hose and firefighter's turn out gear or non-major software are not capitalized. Significant software that the city uses is not purchased outright. Items purchased in lots where the individual items are less than $10,000 are not capitalized. For infrastructure or buildings, repairs/additions of less than $10,000 or not materially improving or extending the life of the assets are not capitalized.

Developer contributions of infrastructure items shall have 15% added to the estimated construction cost for indirect costs.

Draft

CAPITAL EQUIPMENT POLICY

The purpose of the City's capital equipment program is to plan for the replacement of obsolete equipment and the purchase of new items without needing significant changes in the tax levy.

1. The City will plan for the purchase of any vehicles and mobile equipment costing over $20,000 and a life of 1 year or more as part of the City's ten-year capital equipment program.
2. The City will plan the capital equipment program to assure that funds remain in the capital equipment fund to accrue interest and use its fund balance to provide a revenue source for the fund.
3. The City will anticipate equipment replacements and additions based on realistic asset life expectancies and cash balances.
4. The City will project any future operating costs of purchases into the upcoming operating budgets. For example, the addition of park equipment might require more maintenance expenditures in future years.
5. The City will maintain its assets to protect its capital investment and to minimize future capital expenditures.
6. The City will use the least expensive financing method for all capital equipment purchases including multiple cost estimates and bids when appropriate and required by law.

CAPITAL IMPROVEMENT PROGRAM POLICY

The purpose of the capital improvement policy is to plan for the construction, replacement and maintenance of the City's infrastructure with as little impact to City funds as possible.

1. The City will develop a 5 year plan for capital improvements and update it annually.
2. The City will identify the estimated cost and potential funding sources for each capital project.
3. The City will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in the operating budget.
4. The City will use inter-governmental assistance to finance those capital improvements that are consistent with the capital improvement plan and City priorities.
5. The City will maintain all its assets at a level adequate to protect the City's and its citizens' capital investment and to minimize future maintenance and replacement costs.
6. Federal, State and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used as available to assist in financing capital improvements.

Draft

RISK MANAGEMENT POLICY

The risk management policy assures proper insurance coverage of City assets while minimizing risk and cost.

1. Insurance policies will be analyzed regularly to assure proper coverage on City assets.
2. The City will maintain the highest deductible amount considered prudent in light of the relationship between the cost of insurance, the estimated deductible to be paid and the City's ability to sustain the loss.
3. The City will insure that contractors, license holders and parties using city facilities have appropriate insurance to protect the City.

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Employees by Function	2017	2018	2019	2020
Governmental Funds				
General Government				
Administration				
City Administrator	1	1	1	1
Assistant City Administrator	1	1	1	1
Administrative Assistant	1	1	1	1
Grants & Special Projects Coordinator	1	1	1	1
HR Manager	1	1	1	1
HR Specialist	2	2	2	2
Communications Coordinator	1	1	1	1
Communications Specialist	0	1	1	1
IT Director	1	1	1	1
IT Infrastructure Administrator	1	1	1	1
IT Analyst	0	1	1	1
IT Specialist	3	2	2	2
Total	**13**	**14**	**14**	**14**
City Clerk				
City Clerk	1	1	1	1
Deputy Clerk	0	1	1	1
Administrative Assistant	1	0	0	0
Records Clerk	0	0.5	1	1
City Hall Receptionist	1	1	0.5	0.5
Total	**3**	**3.5**	**3.5**	**3.5**
Finance				
Finance Director	1	1	1	1
Accounting Manager	1	1	1	1
Accounting Clerk	1	1	1	1
Administrative Assistant	1	1	1	1
Total	**4**	**4**	**4**	**4**
Planning & Development				
Director of Planning & Development	0.4	0.4	0.4	0.4
Senior Planner	3	3	3	3
Planner	0	1	1	1
Administrative Assistant	1	1	0	0
Economic Development Specialist	0	0.25	0	0
Total	**4.4**	**5.65**	**4.4**	**4.4**
Facilities				
Facilities Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
Custodian	1	0	0	0
Total	**3**	**2**	**2**	**2**

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Employees by Function	2017	2018	2019	2020
Public Safety				
Police				
Police Chief	1	1	1	1
Captain	2	2	2	2
Administrative Assistant	1	1	1	1
Sergeant	8	9	9	9
Investigator	5	5	5	5
School Resource	3	3	3	3
Victim & Community Services Coordinator	1	1	1	1
Patrol Officer	28	30	30	30
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	1	1	1	1
Code Compliance Officer	0	1	1	1
Receptionist	1	1	1	1
Total	**58.5**	**62.5**	**62.5**	**62.5**
Fire				
Fire Chief	1	1	1	1
Assistant Fire Chief	0	1	1	1
Fire Marshal	1	1	1	1
Fire Captain	0	1	1	1
Office Service Worker	1	0	0	0
Full-Time Firefighter	4	4	4	4
Total	**7**	**8**	**8**	**8**
Building Inspection				
Director of Planning & Development	0.1	0.1	0.1	0.1
Building Official	1	1	1	1
Building Inspector	2	2	2	2
Electrical Inspector	0	0	1	1
Permit Coordinator	1	1	2	2
Administrative Assistant	1	1	1	1
Total	**5.1**	**5.1**	**7.1**	**7.1**

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Employees by Function	2017	2018	2019	2020
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	2	2
Engineering Technician	1	1	1	1
GIS Specialist	1	1	1	1
Administrative Assistant	1	1	1	1
Total	**8**	**8**	**9**	**9**
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	0	0
Maintenance Operator	4	4	5	5
Administrative Assistant	1	1	1	1
Total	**9**	**9**	**9**	**9**
Fleet				
Lead Mechanic	1	1	1	1
Mechanic	2	2	2	2
Total	**3**	**3**	**3**	**3**
Park and Recreation				
Park Maintenance				
Park Supervisor	1	1	1	1
Park Foreman	0	0	0	1
Park Lead	1	1	1	1
Maintenance Operator	7	7	7	8
Total	**9**	**9**	**9**	**11**
Natural Resources				
Natural Resource Technician	1	0	0	0
Water Resources/Environmental Engineer	0	0.2	0.2	0.2
Total	**1**	**0.2**	**0.2**	**0.2**

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Employees by Function	2017	2018	2019	2020
Recreation				
Park & Recreation Director	1	1	1	1
Recreation Supervisor	5	5	5	5
Recreation Coordinator	0	0	1	1
Facility Manager	1	1	1	1
Administrative Assistant	1	1	1	1
Coordinator-Volunteers, Sponsorships	0	0	1	1
Lifeguard	0	1	1	1
Arena Lead Worker	2	2	2	2
Building Maintenance Manager	1	1	1	1
Maintenance Worker	1	2	2	2
Total	**12**	**14**	**16**	**16**
Economic Development				
EDA Fund				
Director of Planning & Development	0	0.5	0.5	0.5
Economic Development Coordinator	1	0	0	0
Economic Development Specialist	0	0.75	1	1
Total	**1**	**1.25**	**1.5**	**1.5**
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	2	2	2	2
Water Resources/Environmental Engineer	0	0.8	0.8	0.8
Total	**2.5**	**3.3**	**3.3**	**3.3**
Total Employees	**147.00**	**156.00**	**160.00**	**162.00**

Draft

Resolution No. R2019-102

A RESOLUTION SETTING PROPOSED MAXIMUM 2019 PROPERTY TAX LEVY COLLECTIBLE IN 2020

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;

	2020 Requested
General Fund	$ 17,136,900
Abatements	155,700
Capital Improvement Fund	700,000
Park Development Fund	200,000
Debt Service	
2010A	69,900
2016A	2,118,000
Total Property Taxes	$ 20,380,500

BE IT FURTHER RESOLVED, the public input meeting on the tax levy and budget is set for December 3, 2019 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 17th day of September 2019.

Mayor of the City of Shakopee

ATTEST:

City Clerk

Draft

RESOLUTION NO. R2019-103

A RESOLUTION CANCELING DEBT SERVICE LEVIES FOR TAXES PAYABLE IN 2020

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:

2012A	GO Refunding Bonds	$ 539,000
2016A	GO Tax Abatement Bonds	$ 120,000

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 17th day of September 2019.

Mayor of the City of Shakopee

ATTEST:

City Clerk

Draft

CITY OF SHAKOPEE, MINNESOTA

RESOLUTION NO. R2019-099

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 will adopt a budget for fiscal year 2020 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 preliminary budget submitted by the Authority for fiscal year 2020.

2. The City Council hereby approves the preliminary 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 2020.

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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 2020.

Approved by the City Council of the City of Shakopee, Minnesota this 17th day of September 2019.

Mayor

ATTEST:

City Clerk

Draft

RESOLUTION NO. R2019-116

A RESOLUTION SETTING 2019 PROPERTY TAX LEVY COLLECTIBLE IN 2020

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

General Fund	$ 17,136,900
Abatements	155,700
Capital Improvement Fund	700,000
Park Development Fund	200,000
Debt Service	
2010A	69,900
2016A	2,118,000
Total Property Taxes	$ 20,380,500

BE IT FURTHER RESOLVED, THAT THE City clerk is hereby instructed to transmit a certified copy to this resolution to the County Auditor of Scott County, Minnesota

Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 17th day of December, 2019.

Mayor of the City of Shakopee

ATTEST:

City Clerk

Draft

RESOLUTION NO. R2019-117

A RESOLUTION ADOPTING THE 2020 BUDGET AND A REVISED BUDGET FOR 2019

WHEREAS, the City Administrator and Finance Director have presented to the City Council a proposed 2020 budget and a revised 2019 budget.

WHEREAS, The City Council has held a public meeting and has concluded the budget as prepared is appropriate;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA that the 2020 Budget and the 2019 Revised Budget are hereby approved and adopted with the official copy being on file with the City Clerk.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 17th day of December, 2019.

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Mayor of the City of Shakopee

ATTEST:

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City Clerk

Draft

RESOLUTION NO. R2019-118

A RESOLUTION CANCELING DEBT SERVICE LEVIES FOR TAXES PAYABLE IN 2020

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:

2012A GO Refunding Bonds	$	539,000.00
2016A GO Tax Abatement Bonds	$	120,000.00

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 17th day of December, 2019.

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Mayor of the City of Shakopee

ATTEST:

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City Clerk

Draft

RESOLUTION NO. R2019-115

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 levy of the special benefits tax in 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 the City of Shakopee, Minnesota as follows:

1. 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 the City or $350,000 with respect to taxes payable in calendar year 2020.

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Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 17th day of December, 2019.

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Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

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COMBINED BUDGET SUMMARY

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2020 Annual Budget
GOVERNMENT WIDE FUNDS

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECTS FUNDS	TOTAL
REVENUES:					
TAXES	$17,584,900	$797,000	$2,187,900	$1,800,000	$22,369,800
SPECIAL ASSESSMENTS	7,000	0	181,200	381,800	570,000
LICENSES AND PERMITS	2,191,100	0	0	600,000	2,791,100
INTERGOVERNMENTAL	1,326,600	0	0	1,685,000	3,011,600
CHARGES FOR SERVICES	6,778,500	0	0	0	6,778,500
FINES AND FORFEITURES	1,700	0	0	150,000	151,700
MISCELLANEOUS	208,200	1,200	0	7,549,000	7,758,400
TOTAL REVENUES	28,098,000	798,200	2,369,100	12,165,800	43,431,100
EXPENDITURES:					
GENERAL GOVERNMENT	(4,880,700)	(427,000)	0	0	(5,307,700)
PUBLIC SAFETY	(13,264,200)	0	0	0	(13,264,200)
PUBLIC WORKS	(3,975,700)	0	0	(15,509,000)	(19,484,700)
PARK AND RECREATION	(6,870,000)	0	0	(5,017,000)	(11,887,000)
ECONOMIC DEVELOPMENT	0	(364,285)	0	0	(364,285)
UNALLOCATED	(130,300)	0	0	0	(130,300)
DEBT SERVICE	(22,100)	0	(2,873,030)	0	(2,895,130)
TOTAL EXPENDITURES	(29,143,000)	(791,285)	(2,873,030)	(20,526,000)	(53,333,315)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,045,000)	6,915	(503,930)	(8,360,200)	(9,902,215)
OTHER FINANCING:					
TRANSFERS IN	250,000	0	300,000	1,558,000	2,108,000
BOND PROCEEDS	0	0	0	2,108,000	2,108,000
TRANSFERS OUT	0	0	0	(322,000)	(322,000)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	**($795,000)**	**$6,915**	**($203,930)**	**($5,016,200)**	**($6,008,215)**
PROPERTY TAX LEVY REQUIRED TO SUPPORT THIS BUDGET	$17,292,600	$350,000	$2,187,900	$900,000	$20,730,500

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2020 Annual Budget
ENTERPRISE FUNDS

	SEWER FUND	SURFACE WATER FUND	REFUSE FUND	TOTAL
REVENUES:				
OPERATING REVENUES	$4,137,200	$1,253,000	$125,000	$5,515,200
EXPENSES:				
OPERATING EXPENSES	3,438,650	1,048,400	0	4,487,050
DEPRECIATION	0	0	117,000	117,000
OPERATING INCOME (LOSS)	**698,550**	**204,600**	**8,000**	**911,150**
NON-OPERATING INCOME	254,400	587,284	(1,000)	840,684
NON-OPERATING EXPENSES	(1,424,000)	(2,119,500)	(5,300)	(3,548,800)
NET INCOME (LOSS) BEFORE TRANSFERS	**(471,050)**	**(1,327,616)**	**1,700**	**(1,796,966)**
CAPITAL CONTRIBUTION	0	2,500	0	2,500
TRANSFERS IN	290,000	0	0	290,000
TRANSFERS OUT	(195,000)	(1,431,000)	0	(1,626,000)
NET INCOME (LOSS)	**(376,050)**	**(2,756,116)**	**1,700**	**(3,130,466)**

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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 2020 General Fund cost drivers. Individual division narratives provide greater detail on variances specific to each division.

- Overall wages increased 3%.
- Health insurance rates for 2020 increased 6.5 percent.
- Equipment rents were increased as a result of using estimated future replacement cost instead of actual purchase cost of the asset as the base in the calculation. As part of the four year phased change and increase of 25% was included in 2020.
- Building, Park and Information Technology rents were increased as a result of updating cost drivers to ensure sufficient funding for future replacement costs.

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2020 Annual Budget
GENERAL FUND SUMMARY

	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
TAXES	16,771,524.02	16,981,069.68	17,174,900.00	17,129,200.00	17,584,900.00
SPECIAL ASSESSMENTS	3,874.61	7,416.10	7,300.00	7,000.00	7,000.00
LICENSES AND PERMITS	2,391,941.59	2,606,017.99	1,759,700.00	4,299,300.00	2,191,100.00
INTERGOVERNMENTAL	1,369,027.55	1,460,417.32	1,431,600.00	1,617,100.00	1,326,600.00
CHARGES FOR SERVICES	5,653,773.86	6,782,395.19	6,395,700.00	6,852,800.00	6,778,500.00
FINES AND FORFEITURES	2,718.80	1,814.97	1,000.00	7,400.00	1,700.00
MISCELLANEOUS	163,615.83	268,081.22	198,000.00	211,200.00	208,200.00
TOTAL REVENUES	**26,356,476.26**	**28,107,212.47**	**26,968,200.00**	**30,124,000.00**	**28,098,000.00**
GENERAL GOVERNMENT	(4,387,638.96)	(4,628,230.83)	(4,714,600.00)	(4,806,700.00)	(4,880,700.00)
PUBLIC SAFETY	(11,004,434.14)	(11,626,545.73)	(12,518,400.00)	(12,855,800.00)	(13,264,200.00)
PUBLIC WORKS	(5,032,230.39)	(5,671,323.36)	(5,924,400.00)	(6,116,500.00)	(6,651,400.00)
RECREATION	(3,111,739.77)	(3,576,444.33)	(3,907,300.00)	(4,010,200.00)	(4,188,300.00)
UNALLOCATED	(27,619.38)	(39,823.69)	(131,300.00)	(130,100.00)	(130,300.00)
DEBT SERVICE	(16,605.00)	(22,140.00)	(22,200.00)	(22,100.00)	(22,100.00)
CAPITAL OUTLAY	(93,341.00)	(276,781.02)	0.00	(17,600.00)	(6,000.00)
TOTAL EXPENDITURES	**(23,673,608.64)**	**(25,841,288.96)**	**(27,218,200.00)**	**(27,959,000.00)**	**(29,143,000.00)**
TRANSFERS IN	250,000.00	262,525.99	250,000.00	250,000.00	250,000.00
PROCEEDS FROM SALE OF ASSETS	4,660.88	0.00	0.00	0.00	0.00
BOND PROCEEDS	79,100.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	(1,800,000.00)	(2,187,000.00)	0.00	0.00	0.00
TOTAL OTHER FINANCING	**(1,466,239.12)**	**(1,924,474.01)**	**250,000.00**	**250,000.00**	**250,000.00**
PRIOR COMMITTED FUNDS	0.00	0.00	0.00	0.00	795,000.00
NET	**1,216,628.50**	**341,449.50**	**0.00**	**2,415,000.00**	**0.00**

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2020 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
01000 - GENERAL FUND					
REVENUES:					
TAXES:					
4011 - CURRENT PROPERTY TAX	(14,158,097.35)	(14,665,601.30)	(14,607,000.00)	(14,607,000.00)	(15,063,400.00)
4013 - MARKET VALUE CREDIT	(2,070.32)	(1,945.31)	0.00	0.00	0.00
4015 - FISCAL DISPARITIES	(1,894,575.64)	(2,015,891.16)	(2,239,900.00)	(2,239,900.00)	(2,229,200.00)
4020 - MOBIL HOME TAX	(270.87)	(276.59)	0.00	0.00	0.00
4025 - PAYMENT IN LIEU OF TAXES	(30,301.05)	(36,211.55)	(30,000.00)	(30,000.00)	(35,000.00)
4031 - EXCESS TAX INCREMENT	(4,633.26)	(1,169.44)	(3,000.00)	0.00	0.00
4032 - TAX ABATEMENT	159,551.00	169,440.00	169,500.00	168,200.00	155,700.00
4035 - OTHER TAXES	(20,903.04)	(5,674.40)	(12,000.00)	(12,000.00)	(10,000.00)
4040 - AGGREGATE TAX	(10,828.73)	(7,696.45)	(5,000.00)	(5,000.00)	0.00
4050 - LODGING TAX	(364,114.33)	0.00	0.00	0.00	0.00
4202 - CABLE FRANCHISE	(427,685.93)	(400,313.88)	(430,000.00)	(386,000.00)	(386,000.00)
4203 - TRACK FRANCHISE	(17,594.50)	(15,729.60)	(17,500.00)	(17,500.00)	(17,000.00)
TAXES	**(16,771,524.02)**	**(16,981,069.68)**	**(17,174,900.00)**	**(17,129,200.00)**	**(17,584,900.00)**
SPECIAL ASSESSMENT:					
4110 - SPECIAL ASSESSMENT PRINCIPAL	(1,998.37)	(4,478.31)	(5,300.00)	(5,000.00)	(5,000.00)
4111 - SPEC ASSESSMENT INTEREST	(1,157.81)	(1,346.91)	(2,000.00)	(2,000.00)	(2,000.00)
4112 - SA PENALTIES & INTEREST	(243.43)	(830.88)	0.00	0.00	0.00
4120 - SA PREPAY	(475.00)	(760.00)	0.00	0.00	0.00
SPECIAL ASSESSMENT	**(3,874.61)**	**(7,416.10)**	**(7,300.00)**	**(7,000.00)**	**(7,000.00)**
LICENSES AND PERMITS:					
4220 - LIQUOR LICENSE	(160,963.00)	(166,460.00)	(160,500.00)	(175,000.00)	(168,000.00)
4230 - BEER LICENSE	(5,977.00)	(2,942.00)	(2,600.00)	(2,600.00)	(2,600.00)
4240 - CIGARETTE LICENSE	(6,627.00)	(6,200.00)	(5,400.00)	(6,200.00)	(6,200.00)
4242 - DOG LICENSES	(19,180.00)	(16,435.00)	(15,000.00)	(16,000.00)	(15,000.00)
4243 - MISC BUSINESS LICENSE	(14,511.00)	(12,497.00)	(12,000.00)	(12,000.00)	(12,000.00)
4244 - MISC NON-BUSINESS LICENSE	(60.00)	0.00	0.00	(100.00)	0.00
4251 - BUILDING PERMITS	(774,554.49)	(786,336.35)	(550,000.00)	(1,600,000.00)	(630,000.00)
4255 - RE-ROOF PERMIT	(140,745.28)	(221,167.91)	(125,000.00)	(160,000.00)	(130,000.00)
4256 - WINDOWS-DOORS-RESIDING	(22,000.00)	(27,000.00)	(24,000.00)	(65,000.00)	(25,000.00)
4259 - PLAN REVIEW FEE	(518,142.91)	(568,112.53)	(215,000.00)	(916,000.00)	(425,000.00)
4261 - PLUMBING PERMITS	(134,963.44)	(168,957.18)	(100,000.00)	(290,000.00)	(135,000.00)
4265 - MECHANICAL PERMITS	(199,271.47)	(156,450.13)	(150,000.00)	(280,000.00)	(150,000.00)
4267 - ELECTRICAL PERMITS	(81,156.25)	(85,460.50)	(85,000.00)	(185,000.00)	(144,000.00)
4272 - SEWER & WATER PERMITS	(35,085.63)	(68,911.88)	(30,000.00)	(45,000.00)	(30,000.00)
4274 - FIRE INSPECTION PERMITS	(39,593.74)	(42,231.84)	(40,000.00)	(40,000.00)	(43,000.00)
4275 - INSPECTIONS	(3,500.00)	(3,250.00)	(2,500.00)	(7,000.00)	(2,800.00)
4276 - FENCE PERMITS	(160.00)	0.00	0.00	0.00	0.00
4280 - ROW PERMITS	(125,705.75)	(129,435.75)	(115,000.00)	(115,000.00)	(120,000.00)
4282 - WOODLAND MANAGEMENT FEE	(2,450.00)	0.00	(1,200.00)	0.00	0.00
4284 - MISC BUSINESS PERMITS	0.00	(500.00)	0.00	(400.00)	0.00
4299 - ELECTRONIC RECOVERY FEE	(107,294.63)	(143,669.92)	(126,500.00)	(384,000.00)	(152,500.00)
LICENSES AND PERMITS	**(2,391,941.59)**	**(2,606,017.99)**	**(1,759,700.00)**	**(4,299,300.00)**	**(2,191,100.00)**
INTERGOVERNMENTAL:					
4410 - FEDERAL GRANTS	(22,210.38)	(85,878.57)	(20,000.00)	(18,000.00)	(16,000.00)
4450 - STATE GRANTS & AIDS	(130,242.66)	(73,846.02)	(89,200.00)	(155,700.00)	(77,400.00)
4455 - PERA AID	(18,170.00)	(18,170.00)	(18,100.00)	(18,100.00)	0.00
4460 - STATE AID - MAINT	(519,624.00)	(477,763.00)	(480,000.00)	(543,000.00)	(490,000.00)
4462 - STATE AID - FIRE	(250,336.24)	(259,378.03)	(258,000.00)	(278,200.00)	(270,000.00)

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2020 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
4465 - STATE AID - POLICE	(398,171.83)	(408,179.52)	(398,100.00)	(428,900.00)	(430,000.00)
4467 - POLICE TRAINING REIMBURSEMENT	(14,942.56)	(44,979.18)	(43,200.00)	(48,700.00)	(43,200.00)
4480 - OTHER GRANTS/AIDS	0.00	(3,408.00)	0.00	0.00	0.00
4482 - COUNTY GRANTS/AIDS	(2,829.88)	(1,000.00)	0.00	0.00	0.00
4490 - OTHER LOCAL GRANTS/AIDS	(12,500.00)	(87,815.00)	(125,000.00)	(126,500.00)	0.00
INTERGOVERNMENTAL	**(1,369,027.55)**	**(1,460,417.32)**	**(1,431,600.00)**	**(1,617,100.00)**	**(1,326,600.00)**
CHARGES FOR SERVICES:					
4511 - ADMINISTRATIVE CHARGES	(27,286.00)	(44,008.13)	(38,700.00)	(38,700.00)	(40,300.00)
4513 - SALE OF DOCUMENTS	(1,038.15)	(1,359.45)	(900.00)	(900.00)	(900.00)
4527 - RECORDING FEE	0.00	(70.00)	0.00	0.00	0.00
4540 - CONDUIT DEBT ADMIN FEE	0.00	(50,000.00)	0.00	0.00	0.00
4571 - APPEAL	(900.00)	0.00	0.00	0.00	0.00
4572 - SIGNS	(17,450.00)	(24,604.01)	(14,000.00)	(18,000.00)	(18,000.00)
4573 - CONCEPT REVIEWS	(800.00)	0.00	0.00	0.00	0.00
4574 - REZONE/COMP PLAN	(1,600.00)	0.00	0.00	0.00	0.00
4575 - ZONING LETTER	(1,250.00)	0.00	0.00	0.00	0.00
4576 - LAND DIVISION ADMIN/ANNEXATIO	(1,460.00)	0.00	0.00	0.00	0.00
4577 - AUAR	(1,000.00)	0.00	(50,000.00)	(5,000.00)	(50,000.00)
4579 - P U D	(13,300.00)	0.00	0.00	0.00	0.00
4581 - PRELIMINARY PLAT	(9,100.00)	0.00	0.00	0.00	0.00
4582 - FINAL PLAT	(18,600.00)	0.00	0.00	0.00	0.00
4583 - MINOR SUBDIVISION	(650.00)	0.00	0.00	0.00	0.00
4584 - VACATION	(6,650.00)	0.00	0.00	0.00	0.00
4585 - VARIANCE	(1,000.00)	0.00	0.00	0.00	0.00
4586 - CUP	(9,000.00)	0.00	0.00	0.00	0.00
4587 - PLANNING/ZONING APPLICATIONS	(250.00)	(75,860.00)	(40,400.00)	(40,000.00)	(40,000.00)
4589 - SIGN ADJUSTMENT	(720.00)	0.00	0.00	0.00	0.00
4620 - ENGINEER FEE - PRIVATE	(329,199.69)	(387,456.82)	(390,000.00)	(631,000.00)	(400,000.00)
4621 - ENGINEER FEE - PUBLIC	(311,324.24)	(351,239.44)	(350,000.00)	(350,000.00)	(400,000.00)
4622 - PARK FEE - PUBLIC	(178.32)	0.00	(1,000.00)	(18,000.00)	(1,000.00)
4630 - GRADE FEE	(85,350.17)	(114,154.00)	(91,000.00)	(97,000.00)	(91,000.00)
4642 - POLICE SERVICES	(553,324.34)	(523,346.67)	(496,000.00)	(525,000.00)	(435,000.00)
4643 - VALLEY FAIR	0.00	(39,045.50)	(45,000.00)	(40,000.00)	(40,000.00)
4646 - FALSE ALARMS	(16,300.00)	(11,615.00)	(8,000.00)	(5,500.00)	(3,000.00)
4647 - TRIBAL CONTRIBUTION	(100,000.00)	(105,000.00)	(110,000.00)	(110,000.00)	(115,000.00)
4660 - FIRE SERVICES	(163,791.00)	(182,772.00)	(185,000.00)	(190,000.00)	(190,000.00)
4680 - MISC PUBLIC WORKS	0.00	(240.00)	(200.00)	(300.00)	0.00
4681 - CAR/TRUCK WASHES	(3,397.00)	(3,634.00)	(17,500.00)	(11,000.00)	(11,000.00)
4683 - NATURAL RESOURCE PLANTINGS	0.00	0.00	0.00	0.00	0.00
4684 - STREET SIGNS	200.00	0.00	0.00	0.00	0.00
4705 - ELECTRIC (SPUC)	(2,248,051.83)	(2,431,862.64)	(2,350,000.00)	(2,436,000.00)	(2,600,000.00)
4751 - REFUSE CHARGES	(21,439.12)	(23,299.44)	(15,000.00)	(23,000.00)	(23,000.00)
4761,4762 - MEMBERSHIPS	(370,030.48)	(825,902.92)	(683,300.00)	(758,900.00)	(713,500.00)
4766 - GENERAL ADMISSIONS	(254,909.74)	(301,533.48)	(300,000.00)	(295,100.00)	(310,000.00)
4770 - LESSONS	(92,173.85)	(111,155.00)	(95,000.00)	(100,500.00)	(104,000.00)
4774 - ICE RENTAL - PRIME TAXABLE	(145,579.09)	(163,112.68)	(170,000.00)	(170,000.00)	(200,000.00)
4775 - ICE RENTAL - PRIME EXEMPT	(462,788.87)	(479,290.41)	(460,000.00)	(460,000.00)	(500,000.00)
4780 - YOUTH ACTIVITIES	(96,889.33)	(130,190.86)	(123,000.00)	(112,000.00)	(100,000.00)
4781 - YOUTH SPORTS ASSOCATIONS	(65,136.00)	(81,148.00)	(65,000.00)	(72,000.00)	(65,000.00)
4794 - ADULT SPORTS	(630.00)	(8,455.00)	(40,000.00)	(40,000.00)	(40,000.00)
4795 - ADULT ACTIVITIES	(54,522.74)	(56,926.91)	(10,500.00)	(35,000.00)	(15,500.00)
4796 - ROOM RENTALS	(48,369.00)	(45,542.31)	(41,500.00)	(49,000.00)	(42,000.00)

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2020 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
4797 - ROOM RENTAL- NONTAXABLE/EXEM	(6,599.16)	(59,469.92)	(58,500.00)	(58,500.00)	(63,000.00)
4798 - PARK FACILITY RENTAL	(41,673.20)	(1,880.10)	(36,000.00)	(2,300.00)	(1,000.00)
4799 - PARK FIELD RENTALS	(649.90)	(729.50)	(600.00)	(900.00)	(700.00)
4800 - SKATE SHARPENING	(9,895.00)	(9,920.00)	(8,000.00)	(8,000.00)	(9,000.00)
4801 - DAMAGE DEPOSIT	(2,664.89)	(4,997.78)	(1,500.00)	(2,000.00)	(2,000.00)
4808 - PARK FAC. RENT - NONTAX/EXEMPT	(1,270.00)	(39,987.50)	0.00	(40,000.00)	(38,000.00)
4810 - CONCESSION STANDS	(37,955.53)	(44,402.73)	(36,400.00)	(45,100.00)	(38,500.00)
4812 - VENDING CONCESSION COMMISSION	(6,857.38)	(10,248.29)	(8,700.00)	(8,800.00)	(7,300.00)
4816 - NON-RESIDENT FEE/TOWNSHIP PYMT	(1,730.00)	0.00	(1,500.00)	(1,500.00)	(1,500.00)
4817 - ARENA ADVERTISING	(658.57)	(28,063.70)	(45,000.00)	(45,000.00)	(60,000.00)
4818 - OTHER RECREATION FEES	(8,581.27)	(9,871.00)	(8,500.00)	(8,800.00)	(9,300.00)
CHARGES FOR SERVICES	**(5,653,773.86)**	**(6,782,395.19)**	**(6,395,700.00)**	**(6,852,800.00)**	**(6,778,500.00)**
FINES & FORFEITS:					
4821 - FINES & FORFEITS	(2,718.80)	(1,814.97)	(1,000.00)	(7,400.00)	(1,700.00)
FINES & FORFEITS	**(2,718.80)**	**(1,814.97)**	**(1,000.00)**	**(7,400.00)**	**(1,700.00)**
MISCELLANEOUS:					
4833 - INTEREST	(158,856.15)	(196,119.63)	(174,000.00)	(200,000.00)	(200,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	39,975.32	16,061.97	0.00	15,000.00	16,300.00
4530 - ANTENNA RENTAL	(9,837.89)	(10,231.42)	(10,300.00)	(10,300.00)	(10,700.00)
4843 - COMMISSIONS	(720.04)	(571.07)	(300.00)	(600.00)	(500.00)
4845 - CONTRIBUTIONS	(17,600.00)	(58,912.92)	(500.00)	(2,800.00)	0.00
4850 - MISCELLANEOUS	(16,577.07)	(18,068.15)	(12,900.00)	(12,500.00)	(13,300.00)
4852 - INSURANCE DIVIDENDS/FEES	0.00	0.00	0.00	0.00	0.00
4853 - INSURANCE REIMBURSEMENT	0.00	(240.00)	0.00	0.00	0.00
MISCELLANEOUS	**(163,615.83)**	**(268,081.22)**	**(198,000.00)**	**(211,200.00)**	**(208,200.00)**
REVENUES	**(26,356,476.26)**	**(28,107,212.47)**	**(26,968,200.00)**	**(30,124,000.00)**	**(28,098,000.00)**
EXPENDITURES:					
WAGES & BENEFITS:					
6002 - WAGES	10,238,911.56	11,067,175.81	11,796,200.00	11,866,500.00	12,559,400.00
6005 - OVERTIME-FT	444,865.02	532,500.63	483,900.00	524,900.00	475,200.00
6010 - PREMIUM PAY	11,807.53	15,594.56	12,500.00	17,000.00	17,000.00
6015 - WAGES - PART TIME/TEMP	1,043,643.32	1,290,115.26	1,505,700.00	1,501,100.00	1,545,300.00
6017 - OVERTIME-PART TIME/TEMP	21,299.84	20,610.60	15,600.00	15,200.00	14,800.00
WAGES	**11,760,527.27**	**12,925,996.86**	**13,813,900.00**	**13,924,700.00**	**14,611,700.00**
6122 - PERA	1,244,044.41	1,350,685.78	1,426,900.00	1,473,800.00	1,582,300.00
6124 - FICA	541,189.95	594,837.95	741,000.00	709,600.00	756,900.00
6135 - HEALTH	1,185,878.33	1,438,940.89	1,518,600.00	1,544,200.00	1,667,400.00
6139 - POST EMPLOYMENT HEALTH PLAN	56,167.48	74,213.06	62,000.00	62,000.00	64,300.00
6140 - LIFE/LTD	28,780.34	30,608.70	34,000.00	37,900.00	35,800.00
6145 - DENTAL	62,199.28	63,503.98	74,300.00	74,300.00	76,900.00
6160 - UNEMPLOYMENT	1,451.74	455.27	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	355,901.19	346,071.22	424,500.00	433,100.00	461,800.00
6180 - COMPENSATED ABSENCES	132,878.32	132,381.21	220,800.00	218,000.00	230,400.00
6186 - PENSION EXPENSE	49,375.00	60,010.00	54,000.00	65,000.00	65,000.00
BENEFITS	**3,657,866.04**	**4,091,708.06**	**4,556,100.00**	**4,617,900.00**	**4,940,800.00**
WAGES & BENEFITS	**15,418,393.31**	**17,017,704.92**	**18,370,000.00**	**18,542,600.00**	**19,552,500.00**
SUPPLIES AND SERVICES:					
6202 - OPERATING SUPPLIES	376,942.98	370,842.09	414,600.00	437,000.00	362,600.00
6203 - TOOLS	0.00	86.19	7,500.00	7,500.00	7,500.00

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2020 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
6204 - FURNISHINGS (NOT CAPITALIZED)	36,464.40	10,320.00	0.00	11,700.00	5,000.00
6205 - GRANT EXPENDITURES	0.00	6,784.12	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	30,405.94	22,963.75	21,000.00	20,250.00	20,500.00
6211 - RECREATION SUPPLIES	6,742.46	0.00	0.00	0.00	0.00
6212 - UNIFORMS/CLOTHING	101,875.07	98,333.70	81,900.00	105,600.00	106,100.00
6213 - FOOD	9,200.01	10,826.45	10,900.00	10,800.00	14,800.00
6215 - MATERIALS	121,423.87	177,908.84	175,500.00	230,500.00	178,000.00
6222 - MOTOR FUELS & LUBRICANTS	152,408.55	215,435.63	198,100.00	203,700.00	203,700.00
6230 - BUILDING MAINT SUPPLIES	62,495.15	62,457.51	71,500.00	60,400.00	60,500.00
6240 - EQUIPMENT MAINT SUPPLIES	77,071.80	142,620.63	140,000.00	146,200.00	144,800.00
6250 - MERCHANDISE	21,152.51	17,240.37	19,800.00	15,500.00	15,000.00
6282 - PURCHASE OF SERVICES	0.00	350.95	0.00	0.00	0.00
6310 - ATTORNEY	53,051.31	64,910.33	47,900.00	66,000.00	61,200.00
6312 - ENGINEERING/DESIGN CONSULTANT	34,138.44	15,450.00	10,000.00	10,300.00	10,000.00
6314 - COMPUTER SERVICES	402.50	0.00	0.00	600.00	0.00
6315 - BUILDING MAINT.	207,944.83	224,544.30	168,400.00	190,900.00	179,700.00
6316 - EQUIPMENT MAINTENANCE	154,931.68	138,222.22	140,700.00	129,900.00	125,900.00
6318 - FILING FEES	772.00	1,405.30	1,200.00	500.00	500.00
6320 - LODGING TAX	346,751.53	0.00	0.00	0.00	0.00
6322 - PAVEMENT PRESERVATION	464,969.15	466,783.54	490,000.00	490,000.00	570,000.00
6324 - TRANSPORTATION	6,801.12	0.00	0.00	0.00	0.00
6325 - PERFORMERS/ INSTRUCTORS	1,336.00	0.00	0.00	0.00	0.00
6326 - CLEANING SERVICES	137,731.89	192,747.00	202,200.00	188,500.00	169,000.00
6327 - OTHER PROF SERVICES	974,337.99	934,486.90	972,600.00	1,269,400.00	1,008,200.00
6332 - POSTAGE	24,758.26	24,865.20	33,500.00	30,800.00	33,400.00
6334 - TELEPHONE	86,145.21	85,777.12	79,900.00	83,050.00	89,100.00
6336 - PRINTING/PUBLISHING	104,862.99	103,656.98	102,900.00	104,000.00	102,800.00
6338 - ADVERTISING	1,620.93	6,664.61	5,000.00	6,100.00	19,200.00
6339 - COMPUTER ACCESS	10,991.70	15,070.53	10,500.00	13,900.00	14,400.00
6351 - INSURANCE PREMIUM (IS FUND)	375,500.00	400,220.00	388,600.00	392,400.00	388,000.00
6352 - LIABILITY	0.00	0.00	0.00	400.00	0.00
6360 - UTILITY SERVICE	3,373.02	3,422.64	2,800.00	3,200.00	3,200.00
6362 - ELECTRIC	546,493.92	662,879.19	621,000.00	656,000.00	648,000.00
6364 - WATER	52,625.89	55,233.89	53,500.00	47,600.00	48,900.00
6365 - GAS	161,780.23	189,856.79	208,400.00	181,300.00	183,300.00
6366 - SEWER	16,819.85	18,153.27	18,200.00	18,400.00	18,900.00
6367 - REFUSE	4,565.45	3,937.77	5,000.00	5,000.00	5,000.00
6368 - STORM	35,254.53	35,671.77	33,800.00	37,600.00	37,700.00
6400 - RENTALS	700.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	290,517.14	306,113.04	313,200.00	364,400.00	449,200.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	365,700.00	384,099.96	403,200.00	403,200.00	589,700.00
6420 - EQUIPMENT RENT	35,584.12	47,323.93	43,600.00	46,200.00	46,200.00
6425 - EQUIPMENT RENT (IS FUND)	789,300.00	897,799.96	988,600.00	988,600.00	1,089,800.00
6430 - BUILDING RENT (IS FUND)	804,900.12	895,300.08	999,000.00	999,000.00	1,041,000.00
6435 - OTHER RENT	200.00	15.00	0.00	0.00	0.00
6435 - OTHER RENT	15,427.15	8,982.51	9,500.00	10,200.00	9,500.00
6440 - PARK RENT (IS FUND)	372,000.00	427,400.04	449,600.00	449,600.00	569,800.00
6471 - WELLNESS PROGRAM	11,644.42	8,081.02	12,000.00	12,000.00	12,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	94,383.66	127,894.84	132,100.00	142,700.00	151,200.00
6475 - TRAVEL/SUBSISTENCE	46,267.82	50,550.75	64,500.00	71,300.00	76,900.00
6480 - DUES	176,887.13	184,126.94	185,000.00	184,100.00	180,200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	5,200.76	5,235.68	5,300.00	7,300.00	7,300.00

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2020 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
SUPPLIES AND SERVICES	**7,812,855.48**	**8,123,053.33**	**8,342,500.00**	**8,853,600.00**	**9,057,700.00**
MISCELLANEOUS EXPENSE:					
6610 - AWARDS & DAMAGES	0.00	6,000.00	0.00	0.00	0.00
6620 - PROPERTY TAX/SPECIAL ASSESS	1,103.04	0.00	0.00	0.00	0.00
6630 - PAYMENT TO FIRE RELIEF	251,336.24	261,378.03	258,000.00	278,200.00	270,000.00
6640 - DESIGNATED MISCELLANEOUS	20,024.91	33,513.69	54,100.00	55,200.00	50,000.00
6645 - SERVICE AWARDS	4,290.53	4,812.86	3,800.00	5,000.00	5,000.00
6650 - CREDIT CARD FEES	53,622.52	94,003.05	90,000.00	107,200.00	102,200.00
6660 - BANK FEES- NSF FEE	449.96	(148.19)	0.00	0.00	0.00
6661 - CASH SHORT	118.65	143.25	100.00	0.00	0.00
6670 - RECREATION SCHOLARSHIPS	1,358.00	1,907.00	2,500.00	2,500.00	2,500.00
6671 - DONATED GIFT CARDS	110.00	0.00	0.00	0.00	0.00
6681 - CONTINGENCY	0.00	0.00	75,000.00	75,000.00	75,000.00
MISCELLANEOUS EXPENSE	**332,413.85**	**401,609.69**	**483,500.00**	**523,100.00**	**504,700.00**
CAPITAL OUTLAY:					
6740 - EQUIPMENT	79,100.00	276,781.02	0.00	17,600.00	6,000.00
6760 - IMPROVEMENTS	13,528.95	0.00	0.00	0.00	0.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	712.05	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	**93,341.00**	**276,781.02**	**0.00**	**17,600.00**	**6,000.00**
DEBT SERVICE:					
6830 - CAPITAL LEASE PAYMENT	13,769.59	18,787.67	16,400.00	19,900.00	21,100.00
6890 - DEBT SERVICE - OTHER CHARGES	2,835.41	3,352.33	5,800.00	2,200.00	1,000.00
DEBT SERVICE	**16,605.00**	**22,140.00**	**22,200.00**	**22,100.00**	**22,100.00**
EXPENDITURES	**23,673,608.64**	**25,841,288.96**	**27,218,200.00**	**27,959,000.00**	**29,143,000.00**
OTHER FINANCING:					
TRANSFERS IN:					
8010 - OPERATING TRANSFERS IN	(250,000.00)	(262,525.99)	(250,000.00)	(250,000.00)	(250,000.00)
TRANSFERS IN	**(250,000.00)**	**(262,525.99)**	**(250,000.00)**	**(250,000.00)**	**(250,000.00)**
TRANSFERS OUT:					
8053 - TRANSFERS OUT	1,100,000.00	2,187,000.00	0.00	0.00	0.00
8058 - OPERATING TRANSFER SPEC REV	700,000.00	0.00	0.00	0.00	0.00
TRANSERS OUT	**1,800,000.00**	**2,187,000.00**	**0.00**	**0.00**	**0.00**
GAIN/LOSS ON DISPOSAL OF ASSET:					
4855 - SALE OF ASSETS	(4,660.88)	0.00	0.00	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	**(4,660.88)**	**0.00**	**0.00**	**0.00**	**0.00**
PROCEEDS FROM DEBT/LEASES ISSUED:					
4962 - CAPITAL LEASE ISSUED	(79,100.00)	0.00	0.00	0.00	0.00
PROCEEDS FROM DEBT ISSUED	**(79,100.00)**	**0.00**	**0.00**	**0.00**	**0.00**
OTHER FINANCING	**1,466,239.12**	**1,924,474.01**	**(250,000.00)**	**(250,000.00)**	**(250,000.00)**
Total 01000 - GENERAL FUND	**(1,216,628.50)**	**(341,449.50)**	**0.00**	**(2,415,000.00)**	**795,000.00**

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2020 Annual Budget
Company: 01000- GENERAL FUND EXPENDITURES

Division	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
01000 - GENERAL FUND					
11 - MAYOR & COUNCIL	173,657.94	232,313.42	193,800.00	189,000.00	191,100.00
12 - ADMINISTRATION	1,619,391.24	1,818,575.48	1,966,500.00	1,976,600.00	2,102,700.00
13 - CITY CLERK	291,284.92	388,439.30	364,200.00	364,400.00	426,600.00
15 - FINANCE	1,237,510.39	910,602.35	937,400.00	932,200.00	966,700.00
17 - PLANNING & DEVELOPMENT	681,744.00	707,536.11	657,200.00	735,000.00	592,300.00
18 - FACILITIES	384,050.47	628,264.17	595,500.00	609,500.00	601,300.00
31 - POLICE DEPARTMENT	8,027,246.89	8,586,558.19	8,988,800.00	9,006,900.00	9,214,600.00
32 - FIRE	2,148,623.17	2,434,888.03	2,530,100.00	2,647,800.00	2,762,700.00
33 - BUILDING INSPECTIONS	828,564.08	822,285.18	999,500.00	1,202,100.00	1,286,900.00
41 - ENGINEERING	676,594.23	913,440.59	907,400.00	1,018,400.00	1,119,900.00
42 - STREET MAINTENANCE	1,882,591.58	2,207,180.01	2,269,200.00	2,320,700.00	2,405,300.00
44 - FLEET	414,654.47	428,615.26	464,700.00	429,300.00	450,500.00
46 - PARK MAINTENANCE	1,889,509.67	2,085,751.81	2,150,000.00	2,207,800.00	2,531,000.00
66 - NATURAL RESOURCES	183,121.44	36,335.69	133,100.00	140,300.00	150,700.00
67 - RECREATION	3,207,444.77	3,600,679.68	3,929,500.00	4,048,900.00	4,210,400.00
91 - UNALLOCATED	27,619.38	39,823.69	131,300.00	130,100.00	130,300.00
Total 01000 - GENERAL FUND	**23,673,608.64**	**25,841,288.96**	**27,218,200.00**	**27,959,000.00**	**29,143,000.00**

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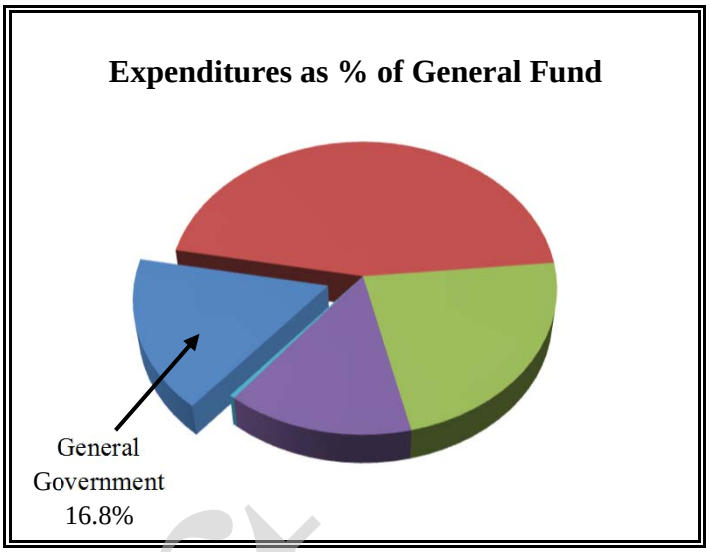
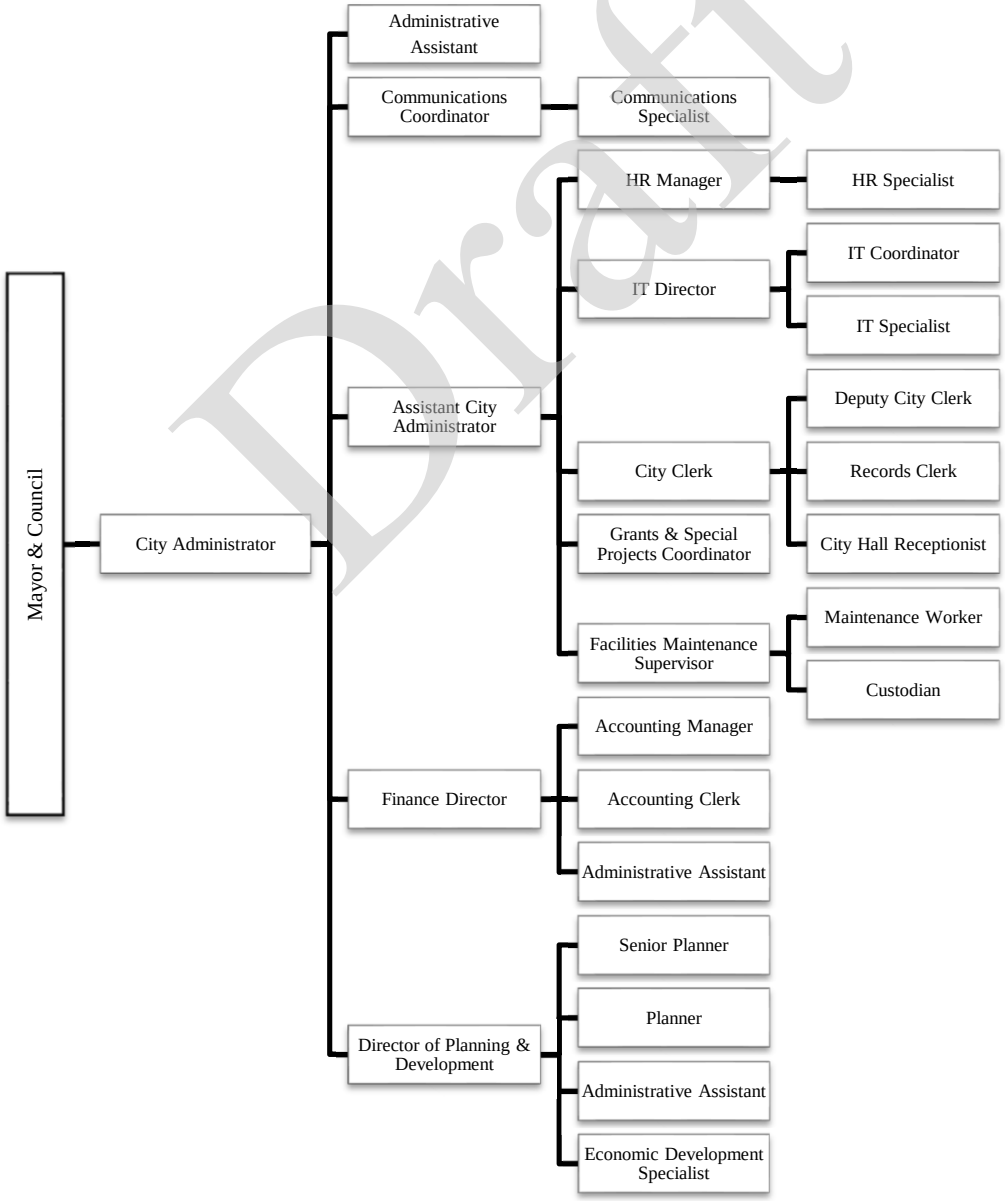
General Government

Divisions:

The main divisions under General Government consist of the following:

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





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Division: **Mayor & Council**
Category: General Government

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.

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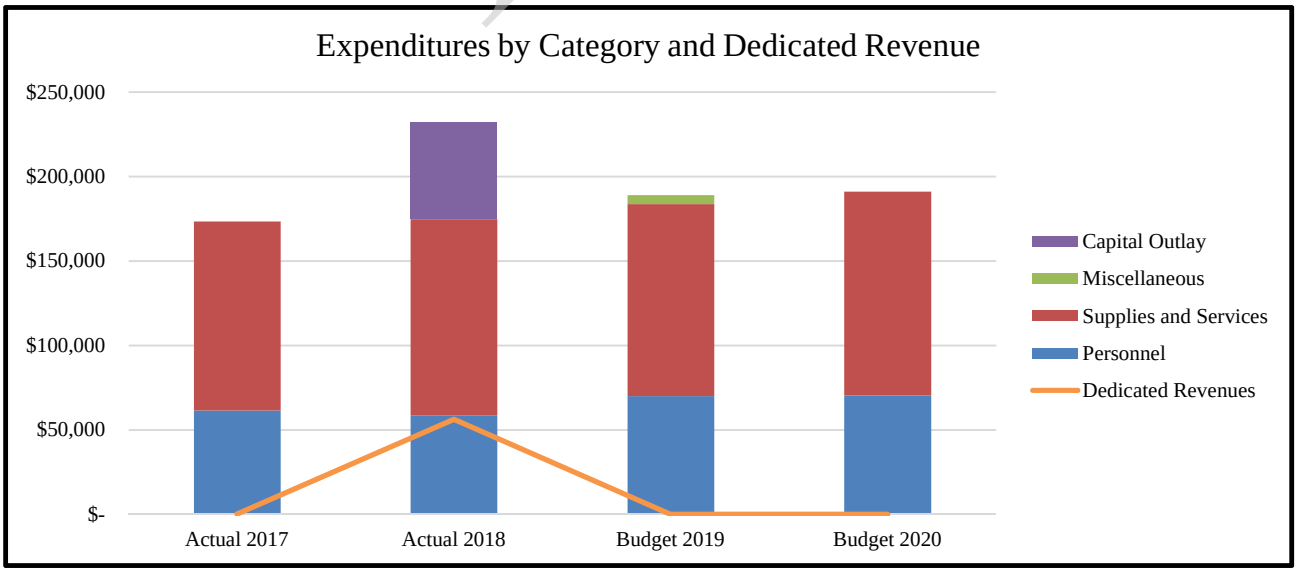
Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 61,409	$ 58,648	$ 73,200	$ 70,100	$ 70,400
Supplies and Services	111,854	116,105	116,500	113,700	120,700
Miscellaneous	395	60	4,100	5,200	-
Capital Outlay	-	57,500	-	-	-
Totals	$ 173,658	$ 232,313	$ 193,800	$ 189,000	$ 191,100
Dedicated Revenues	$ 250	$ 56,241	$ -	$ -	$ -

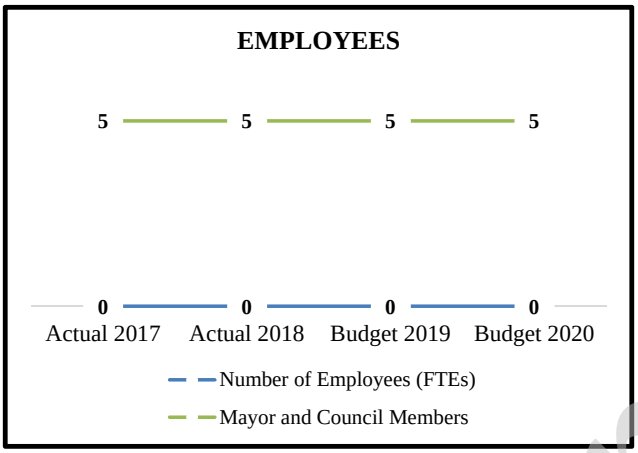


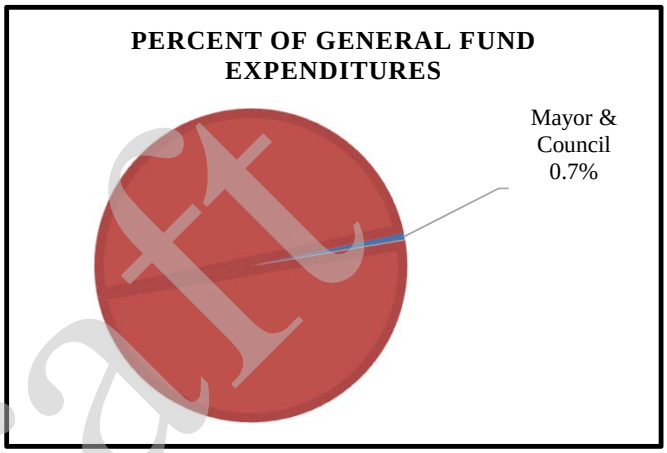
Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Council Meetings & Work Sessions	27	27	29	29

Budget Impact:

The 2020 Mayor and City Council budget is similar to previous years with only minor changes. 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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2020 Annual Budget
Division: 11- MAYOR & COUNCIL

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
11 - MAYOR & COUNCIL					
6002 - WAGES	47,549.89	46,699.89	51,500.00	51,500.00	51,500.00
6005 - OVERTIME-FT	0.00	0.00	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	7,064.75	5,487.42	12,700.00	9,800.00	10,100.00
WAGES	**54,614.64**	**52,187.31**	**64,200.00**	**61,300.00**	**61,600.00**
6122 - PERA	2,423.94	2,335.17	3,900.00	3,900.00	3,900.00
6124 - FICA	4,197.94	3,967.77	4,900.00	4,700.00	4,700.00
6170 - WORKERS COMPENSATION	172.52	158.17	200.00	200.00	200.00
BENEFITS	**6,794.40**	**6,461.11**	**9,000.00**	**8,800.00**	**8,800.00**
WAGES & BENEFITS	**61,409.04**	**58,648.42**	**73,200.00**	**70,100.00**	**70,400.00**
6202 - OPERATING SUPPLIES	127.00	45.50	0.00	100.00	100.00
6210 - OFFICE SUPPLIES	164.37	0.00	0.00	200.00	100.00
6212 - UNIFORMS/CLOTHING	0.00	81.40	0.00	0.00	0.00
6213 - FOOD	122.19	244.83	400.00	200.00	200.00
6310 - ATTORNEY	15,100.89	20,237.73	15,000.00	12,000.00	15,000.00
6327 - OTHER PROF SERVICES	0.00	0.00	0.00	0.00	0.00
6336 - PRINTING/PUBLISHING	67.50	81.00	100.00	100.00	100.00
6351 - INSURANCE PREMIUM (IS FUND)	270.00	270.00	200.00	300.00	300.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	0.00	0.00	0.00	0.00	3,900.00
6430 - BUILDING RENT (IS FUND)	17,300.04	15,900.00	23,600.00	23,600.00	19,700.00
6472 - CONFERENCE/SCHOOL/TRAINING	855.00	610.00	800.00	800.00	800.00
6475 - TRAVEL/SUBSISTENCE	799.46	404.79	1,000.00	1,000.00	1,000.00
6480 - DUES	77,047.50	78,229.75	75,400.00	75,400.00	79,500.00
SUPPLIES AND SERVICES	**111,853.95**	**116,105.00**	**116,500.00**	**113,700.00**	**120,700.00**
6640 - DESIGNATED MISCELLANEOUS	394.95	60.00	4,100.00	5,200.00	0.00
MISCELLANEOUS EXPENSE	**394.95**	**60.00**	**4,100.00**	**5,200.00**	**0.00**
6740 - EQUIPMENT	0.00	57,500.00	0.00	0.00	0.00
CAPITAL OUTLAY	**0.00**	**57,500.00**	**0.00**	**0.00**	**0.00**
Total 11 - MAYOR & COUNCIL	**173,657.94**	**232,313.42**	**193,800.00**	**189,000.00**	**191,100.00**

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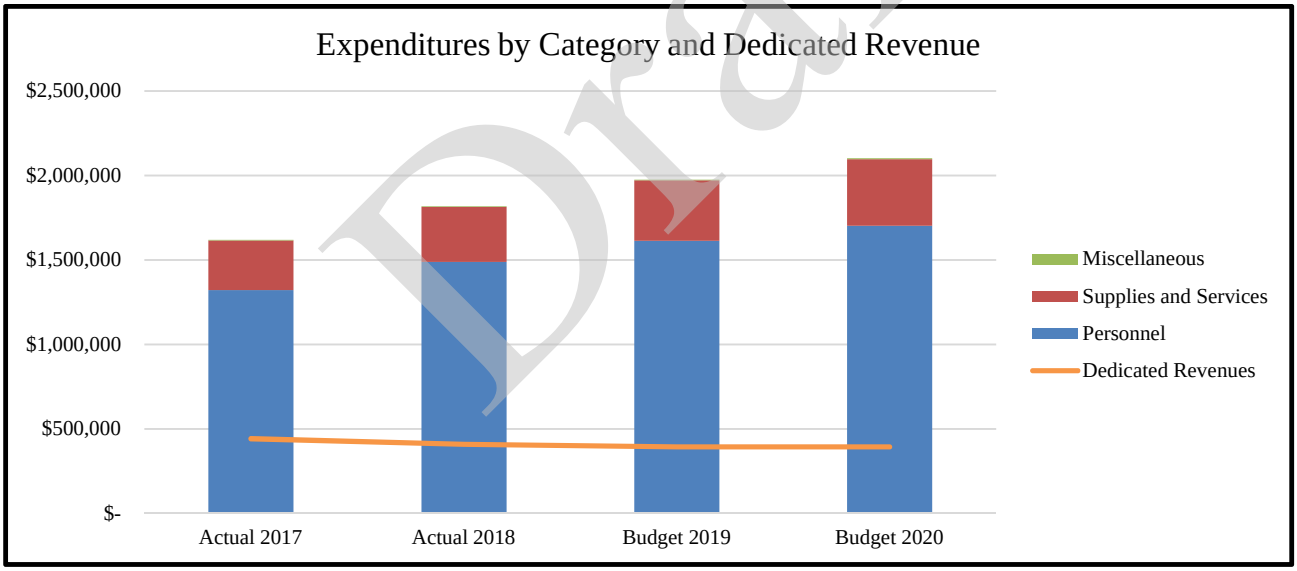
Division: **Administration**
Category: General Government

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.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 1,321,614	$ 1,489,171	$ 1,618,800	$ 1,613,700	$ 1,702,000
Supplies and Services	293,486	324,591	343,900	357,900	395,700
Miscellaneous	4,291	4,813	3,800	5,000	5,000
Totals	$ 1,619,391	$ 1,818,575	$ 1,966,500	$ 1,976,600	$ 2,102,700
Dedicated Revenues	$ 441,731	$ 408,310	$ 442,700	$ 393,000	$ 393,000



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
New Hires (Full & Part Time, Election Judges, Seasonal)	80	70	80	85
Computers and Equipment Supported by IT	718	802	853	885
Help desk tickets	1,200	2033	1900	2000
Software Apps Supported	78	105	120	123
Website Visits	283,962	306,452	320,000	340,000
Facebook Likes	18,213	20,153	23,500	27,000
Twitter Followers	10,146	11,169	12,200	12,800
Hometown Messenger and Email Newsletters	27	29	25	40
Video Productions (started in 2018)	0	9	45	65

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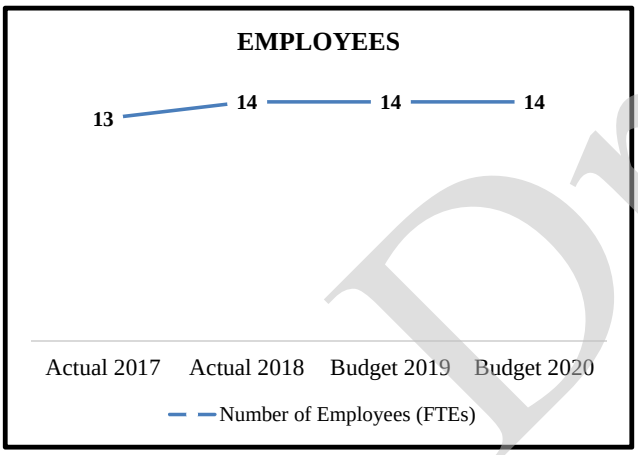
Budget Impact:

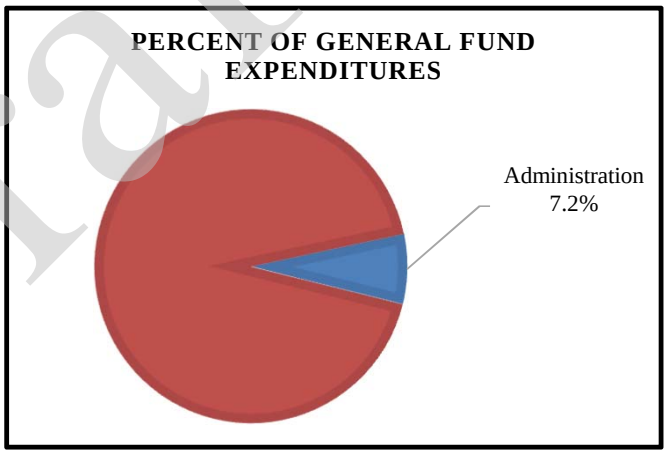
The Department of Administration serves those who serve you. Much of our work is ensuring staff in other departments can serve you as efficiently and effectively as possible. We strive to provide an example of excellence in customer service throughout our organization. We have learned a great deal in 2018 about what great customer service is, and we will be continuing to learn and measure customer service in 2019.

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. One of the really exciting things that we are doing in IT to help all of our departments in the implementation of a software called Laserfiche Forms. Using Laserfiche we can improve our ability to manage workflow and eventually make it easier for our customers to apply for permits and get information from the city from our website!

Our Human Resources team supports management and our employees to ensure we have a workforce that is engaged and trained. 2018 was a year of growth for our human resources team. We have been working to improve our processes to make sure we have the most qualified, well trained and engaged staff here to serve you. We expect to work on our performance management process and employee engagement through 2019 and 2020.

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 added a full time communications specialist so that we can get you even more information, especially using social media and video. We are looking forward to seeing all of the new information coming out so that we can be as transparent as possible!





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2020 Annual Budget
Division: 12- ADMINISTRATION

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
12 - ADMINISTRATION					
6002 - WAGES	1,028,604.82	1,151,419.94	1,196,000.00	1,240,800.00	1,308,500.00
6005 - OVERTIME-FT	23.14	373.78	0.00	700.00	0.00
6015 - WAGES - PART TIME/TEMP	2,947.34	2,400.21	61,500.00	3,000.00	3,100.00
WAGES	**1,031,575.30**	**1,154,193.93**	**1,257,500.00**	**1,244,500.00**	**1,311,600.00**
6122 - PERA	76,666.02	85,492.84	93,900.00	93,100.00	98,100.00
6124 - FICA	74,305.24	81,699.05	96,100.00	95,100.00	100,300.00
6135 - HEALTH	104,063.96	134,834.53	127,200.00	136,200.00	145,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	5,365.92	5,704.34	5,500.00	5,700.00	5,900.00
6140 - LIFE/LTD	2,875.46	3,142.52	3,300.00	3,400.00	3,500.00
6145 - DENTAL	4,746.00	5,502.00	6,600.00	6,900.00	7,100.00
6160 - UNEMPLOYMENT	7.85	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	4,750.13	5,185.56	6,100.00	6,400.00	6,700.00
6180 - COMPENSATED ABSENCES	15,132.50	7,579.38	22,600.00	22,400.00	23,600.00
6186 - PENSION EXPENSE	2,126.00	5,837.00	0.00	0.00	0.00
BENEFITS	**290,039.08**	**334,977.22**	**361,300.00**	**369,200.00**	**390,400.00**
WAGES & BENEFITS	**1,321,614.38**	**1,489,171.15**	**1,618,800.00**	**1,613,700.00**	**1,702,000.00**
6202 - OPERATING SUPPLIES	998.85	1,918.16	1,300.00	2,100.00	1,500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	2,950.00	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	3,289.22	2,782.28	1,400.00	1,800.00	2,200.00
6212 - UNIFORMS/CLOTHING	712.00	81.40	0.00	0.00	0.00
6213 - FOOD	99.97	1,820.59	1,600.00	2,300.00	2,200.00
6222 - MOTOR FUELS & LUBRICANTS	573.39	892.82	1,100.00	1,300.00	1,300.00
6240 - EQUIPMENT MAINT SUPPLIES	398.84	888.96	500.00	600.00	600.00
6310 - ATTORNEY	11,478.45	26,572.60	15,000.00	39,100.00	30,000.00
6316 - EQUIPMENT MAINTENANCE	383.74	319.96	1,400.00	0.00	400.00
6327 - OTHER PROF SERVICES	40,910.79	48,184.94	27,600.00	29,600.00	40,800.00
6332 - POSTAGE	9,476.06	10,097.28	12,200.00	12,300.00	14,400.00
6334 - TELEPHONE	10,074.67	8,838.56	9,800.00	9,400.00	9,400.00
6336 - PRINTING/PUBLISHING	20,037.50	34,927.33	32,300.00	32,300.00	34,100.00
6338 - ADVERTISING	14.52	57.26	0.00	1,100.00	1,200.00
6339 - COMPUTER ACCESS	120.83	393.73	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	5,880.00	8,930.00	8,700.00	8,800.00	8,600.00
6410 - SOFTWARE - ANNUAL FEES	58,496.27	62,739.17	68,900.00	60,200.00	76,400.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	32,200.08	33,900.00	35,500.00	35,500.00	58,100.00
6420 - EQUIPMENT RENT	234.26	312.94	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	45,000.00	41,300.04	61,400.00	61,400.00	55,700.00
6472 - CONFERENCE/SCHOOL/TRAINING	25,364.96	20,413.07	39,200.00	32,800.00	28,000.00
6475 - TRAVEL/SUBSISTENCE	8,154.87	6,374.41	9,000.00	10,000.00	13,000.00
6480 - DUES	4,614.46	4,564.98	4,900.00	5,300.00	5,800.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	378.18	199.97	100.00	0.00	0.00
6471 - WELLNESS PROGRAM	11,644.42	8,081.02	12,000.00	12,000.00	12,000.00
SUPPLIES AND SERVICES	**293,486.33**	**324,591.47**	**343,900.00**	**357,900.00**	**395,700.00**
6645 - SERVICE AWARDS	4,290.53	4,812.86	3,800.00	5,000.00	5,000.00
MISCELLANEOUS EXPENSE	**4,290.53**	**4,812.86**	**3,800.00**	**5,000.00**	**5,000.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 12 - ADMINISTRATION	**1,619,391.24**	**1,818,575.48**	**1,966,500.00**	**1,976,600.00**	**2,102,700.00**

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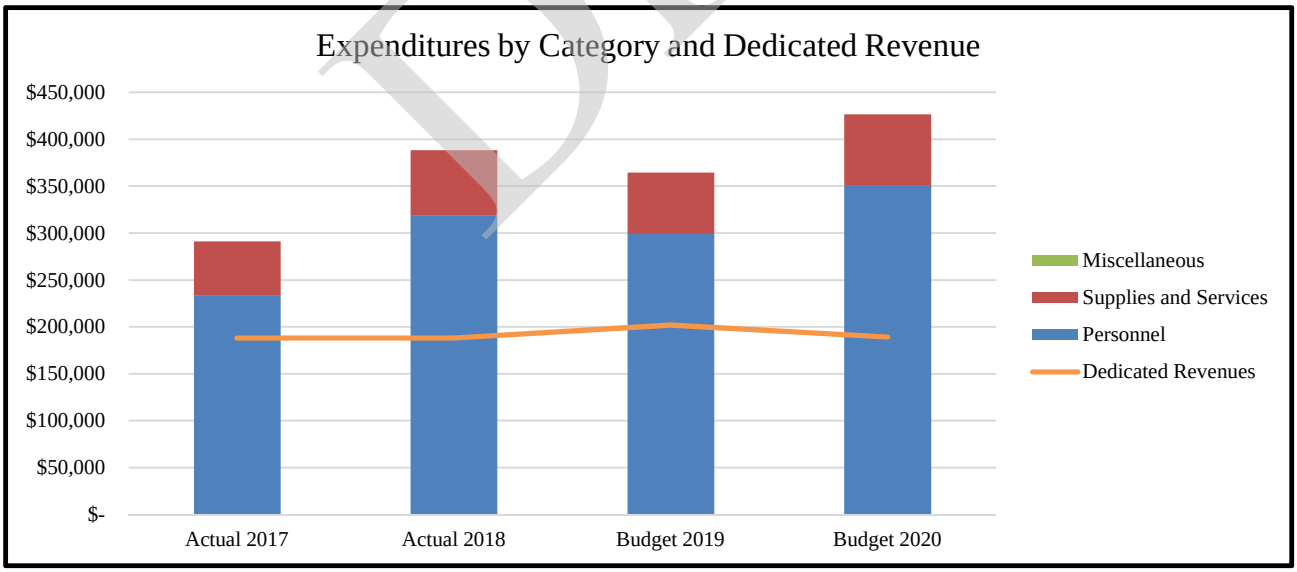
Division: **City Clerk**
Category: General Government

Description of Services:

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 s a major player for both objectives, as it serves as a hub for information throughout the city. From the moment you walk through the door at City Hall, or call city hall's general number, you will be greeted by a member of the City Clerk's office. A person who is ready to help get you where you need to go and is passionate about providing top notch customer service. The front desk is just one of the many responsibilities of the City Clerk's office. Whether you need licensing for your business, or have a records request, they are there to help and guide you through the process. The clerk's office is responsible for maintaining the records of the city by scanning, filing and managing the documents in our electronic repository. They also transcribe the meeting minutes for the City Council meetings, as well as the Boards and Commissions. Finally, the city clerk's office is responsible for administering elections in the City of Shakopee. They recruit, hire and train our election judges, maintain and test election equipment and provide exceptional customer service to our citizens on Election Day.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 233,082	$ 318,987	$ 299,500	$ 298,900	$ 351,200
Supplies and Services	58,203	69,478	64,700	65,500	75,400
Miscellaneous	-	(26)	-	-	-
Totals	$ 291,285	$ 388,439	$ 364,200	$ 364,400	$ 426,600
Dedicated Revenues	$ 188,138	$ 188,071	$ 181,000	$ 201,900	$ 189,300



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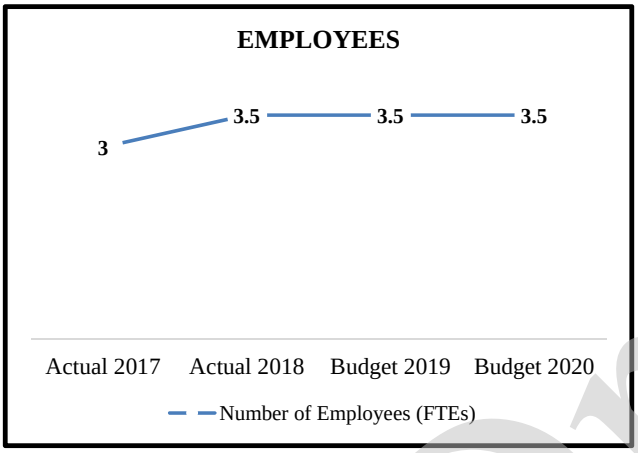
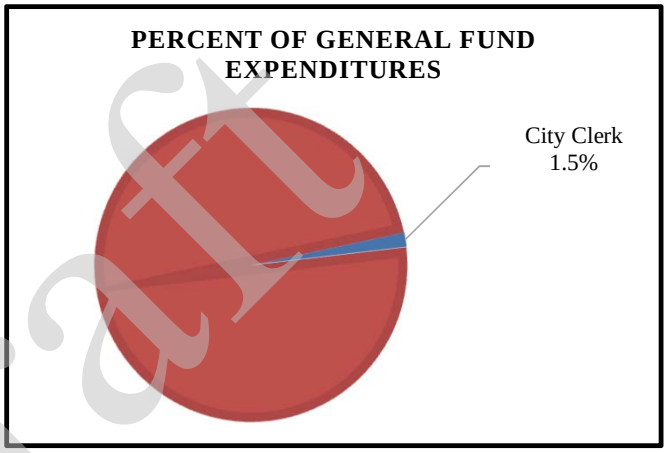
Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of licenses issued	232	220	240	240
Registered Voters	No Elections	23,113	No Election	24,000
Voter Turnout	No Elections	16,676	No Election	20,000
Election Judges	No Elections	127	No Election	176
Documents scanned for retention	291191	266,045	398,109	300,000

Budget Impact:

The City Clerk's office is looking forward to some exciting changes in 2020. With the addition of the Presidential Nomination Primary there will be three elections this year. The clerk's office will also be responsible for the absentee and early voting process that was previously handled by Scott County. Shakopee residents will now be able to come to City Hall and cast their absentee ballot starting 46 days prior to each election and participate in early voting 7 days prior to each election.





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2020 Annual Budget
Division: 13- CITY CLERK

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
13 - CITY CLERK					
6002 - WAGES	157,543.17	206,940.53	200,900.00	206,300.00	212,600.00
6005 - OVERTIME-FT	0.00	384.60	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	24,564.99	43,939.41	28,900.00	23,900.00	64,700.00
6017 - OVERTIME-PART TIME/TEMP	0.00	0.00	0.00	0.00	0.00
WAGES	**182,108.16**	**251,264.54**	**229,800.00**	**230,200.00**	**277,300.00**
6122 - PERA	14,009.35	16,362.43	17,100.00	17,300.00	17,900.00
6124 - FICA	13,218.05	15,765.37	17,600.00	17,600.00	21,200.00
6135 - HEALTH	21,825.40	26,842.06	26,200.00	25,400.00	26,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,093.11	1,334.18	1,300.00	1,300.00	1,300.00
6140 - LIFE/LTD	490.54	608.31	600.00	600.00	600.00
6145 - DENTAL	1,008.00	1,106.72	1,500.00	1,500.00	1,500.00
6170 - WORKERS COMPENSATION	1,016.56	1,531.10	1,300.00	1,300.00	1,600.00
6180 - COMPENSATED ABSENCES	(1,687.34)	4,172.43	4,100.00	3,700.00	3,800.00
BENEFITS	**50,973.67**	**67,722.60**	**69,700.00**	**68,700.00**	**73,900.00**
WAGES & BENEFITS	**233,081.83**	**318,987.14**	**299,500.00**	**298,900.00**	**351,200.00**
6202 - OPERATING SUPPLIES	0.00	2,818.72	0.00	0.00	9,500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	1,079.54	1,683.97	1,000.00	300.00	800.00
6213 - FOOD	0.00	2,853.20	0.00	0.00	4,000.00
6240 - EQUIPMENT MAINT SUPPLIES	0.00	0.00	0.00	0.00	500.00
6310 - ATTORNEY	716.50	1,587.00	600.00	800.00	1,400.00
6316 - EQUIPMENT MAINTENANCE	109.89	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	4,547.46	4,881.68	4,700.00	7,900.00	4,700.00
6332 - POSTAGE	281.05	557.77	600.00	300.00	600.00
6334 - TELEPHONE	72.57	70.78	0.00	100.00	100.00
6336 - PRINTING/PUBLISHING	9,847.56	3,255.20	3,500.00	3,000.00	3,500.00
6351 - INSURANCE PREMIUM (IS FUND)	1,250.00	1,460.00	1,500.00	1,100.00	1,200.00
6410 - SOFTWARE - ANNUAL FEES	13,702.00	23,918.32	18,000.00	19,400.00	15,400.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	9,200.04	9,699.96	10,200.00	10,200.00	12,100.00
6420 - EQUIPMENT RENT	41.27	82.57	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	10,400.04	9,500.04	14,200.00	14,200.00	13,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,247.00	2,518.50	4,500.00	2,000.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	4,149.17	3,979.45	5,200.00	5,500.00	4,000.00
6480 - DUES	445.00	440.00	500.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	114.00	171.00	200.00	200.00	200.00
SUPPLIES AND SERVICES	**58,203.09**	**69,478.16**	**64,700.00**	**65,500.00**	**75,400.00**
6660 - BANK FEES- NSF FEE	0.00	(26.00)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**(26.00)**	**0.00**	**0.00**	**0.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 13 - CITY CLERK	**291,284.92**	**388,439.30**	**364,200.00**	**364,400.00**	**426,600.00**

Draft

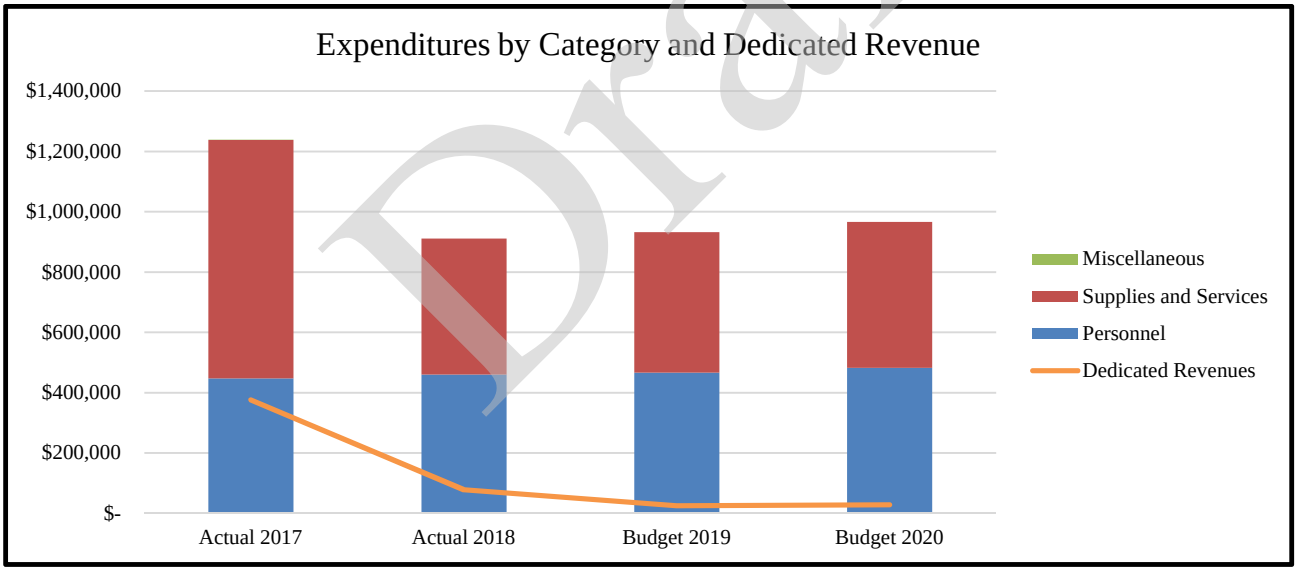
Division: **Finance**
Category: General Government

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:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 447,324	$ 459,922	$ 470,900	$ 466,200	$ 482,300
Supplies and Services	790,182	450,706	466,500	466,000	484,400
Miscellaneous	4	(26)	-	-	-
Totals	$ 1,237,510	$ 910,602	$ 937,400	$ 932,200	$ 966,700
Dedicated Revenues	$ 375,545	$ 77,547	$ 23,500	$ 25,200	$ 28,000



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Checks Issued	5,057	4936	5000	5060
Rate of Return on Pooled Cash/ Investments	1.1%	2.0%	1.5%	1.5%
Amount of Pcards Processed	307,292	310,311	331,200	334,450
Average Days to Process Invoices	17.08	13.4	13.4	13.3

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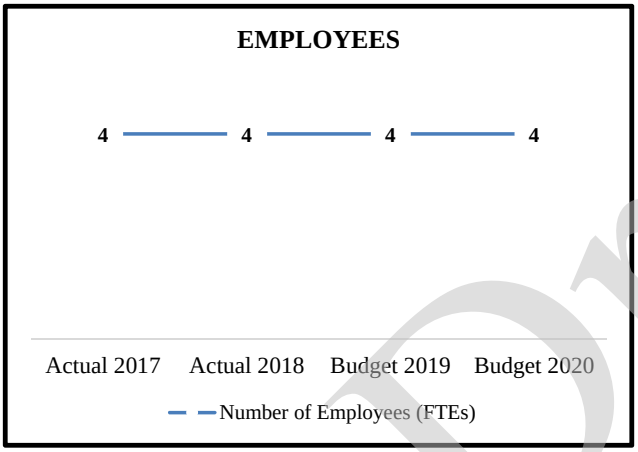
Budget Impact:

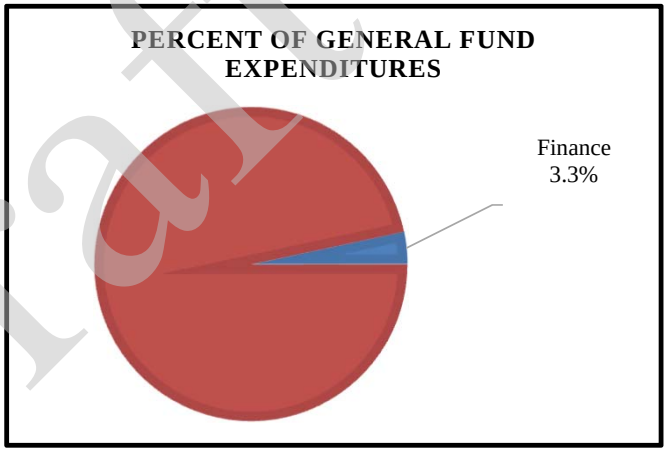
The Finance Department has been busy the last couple years implementing several initiatives to increase financial transparency, enhance internal control procedures and solidify the financial position of the city. Part of those initiatives includes:

• Revamping the budget document and creating a stand-alone Capital Improvement Plan to provide clear and concise information.
• Implementing a paperless accounts payable process to enhance internal controls and safeguard the city assets.
• Establishing an Economic Development Authority levy dedicated to economic development activities rather than a transfer from the City's General Fund.
• Implementing gas and electric franchise fees dedicated to capital improvement related projects.
• Performed an in-depth analysis of the internal service funds to ensure long-term sustainability of the city's assets while maintaining moderate annual tax impacts.

In 2018, lodging tax receipts and corresponding payments to the Shakopee Convention & Visitors Bureau were moved out of the General Fund and into a separate special revenue fund in 2018.

In 2019, the city received a AA+ rating from Standard & Poors. This is the second highest rating and considers the city's creditworthiness to be very strong.





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2020 Annual Budget
Division: 15- FINANCE

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
15 - FINANCE					
6002 - WAGES	338,995.66	349,069.59	353,500.00	352,700.00	368,500.00
6005 - OVERTIME-FT	42.88	0.00	800.00	800.00	800.00
WAGES	**339,038.54**	**349,069.59**	**354,300.00**	**353,500.00**	**369,300.00**
6122 - PERA	25,307.15	26,077.18	26,600.00	26,600.00	27,700.00
6124 - FICA	24,038.60	24,645.08	27,100.00	27,100.00	28,300.00
6135 - HEALTH	40,320.93	48,014.89	49,700.00	46,000.00	43,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,676.33	1,677.24	1,700.00	1,700.00	1,700.00
6140 - LIFE/LTD	938.30	949.12	1,000.00	900.00	1,000.00
6145 - DENTAL	1,512.00	1,512.00	2,000.00	2,000.00	2,000.00
6170 - WORKERS COMPENSATION	1,870.49	1,830.07	2,000.00	2,000.00	2,100.00
6180 - COMPENSATED ABSENCES	12,621.61	6,146.86	6,500.00	6,400.00	6,700.00
BENEFITS	**108,285.41**	**110,852.44**	**116,600.00**	**112,700.00**	**113,000.00**
WAGES & BENEFITS	**447,323.95**	**459,922.03**	**470,900.00**	**466,200.00**	**482,300.00**
6202 - OPERATING SUPPLIES	34.18	950.03	300.00	300.00	300.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	332.47	0.00	3,700.00	0.00
6210 - OFFICE SUPPLIES	2,207.78	1,417.61	1,500.00	1,500.00	1,500.00
6213 - FOOD	0.00	0.00	0.00	0.00	0.00
6310 - ATTORNEY	2,386.75	385.00	1,000.00	1,000.00	1,000.00
6318 - FILING FEES	0.00	0.00	0.00	0.00	0.00
6320 - LODGING TAX	346,751.53	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	319,124.98	327,322.89	339,100.00	339,100.00	350,300.00
6332 - POSTAGE	2,691.46	2,551.00	2,800.00	2,800.00	2,800.00
6334 - TELEPHONE	211.66	117.71	900.00	900.00	900.00
6336 - PRINTING/PUBLISHING	2,260.91	1,821.94	2,000.00	2,000.00	2,000.00
6351 - INSURANCE PREMIUM (IS FUND)	2,770.00	2,890.00	2,800.00	2,200.00	2,100.00
6410 - SOFTWARE - ANNUAL FEES	83,104.25	86,017.49	80,500.00	80,500.00	86,300.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	9,200.04	9,699.96	10,200.00	10,200.00	13,800.00
6420 - EQUIPMENT RENT	395.21	377.67	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	13,899.96	12,699.96	18,900.00	18,900.00	15,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,678.60	1,004.00	2,000.00	900.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	2,771.17	2,768.59	3,500.00	1,000.00	3,500.00
6480 - DUES	370.00	350.00	700.00	700.00	700.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	324.00	0.00	300.00	300.00	300.00
SUPPLIES AND SERVICES	**790,182.48**	**450,706.32**	**466,500.00**	**466,000.00**	**484,400.00**
6660 - BANK FEES- NSF FEE	3.96	(26.00)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**3.96**	**(26.00)**	**0.00**	**0.00**	**0.00**
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 15 - FINANCE	**1,237,510.39**	**910,602.35**	**937,400.00**	**932,200.00**	**966,700.00**

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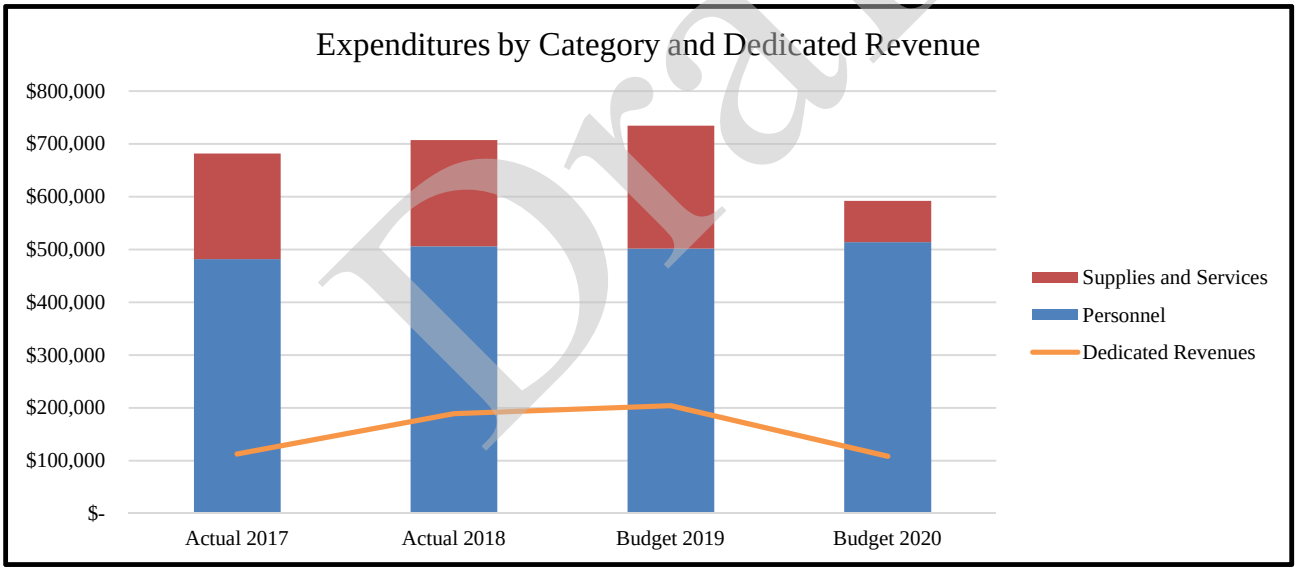
Division: **Planning & Development**
Category: General Government

Description of Services:

Provide efficient and inclusive planning and management for the city's ongoing development in concert with the City Council and various boards and commissions. This includes providing land use, zoning, and related information to the city's residents, businesses, city clients and other units of government. Also prepares and updates the city's Comprehensive Plan as well as other special planning studies. Provides planning and design services for the placement and improvements to the city's park system. Planning staff also serves as the liaisons to the City Council, Planning Commission, Board of Adjustments and the Parks & Recreation Advisory Board.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 481,814	$ 506,092	$ 498,900	$ 502,100	$ 514,000
Supplies and Services	199,930	201,444	158,300	232,900	78,300
Totals	$ 681,744	$ 707,536	$ 657,200	$ 735,000	$ 592,300
Dedicated Revenues	$ 112,320	$ 189,066	$ 245,400	$ 204,000	$ 108,000



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Case Files	63	79	83	Not Available
Number of Plats	12	16	9	Not Available

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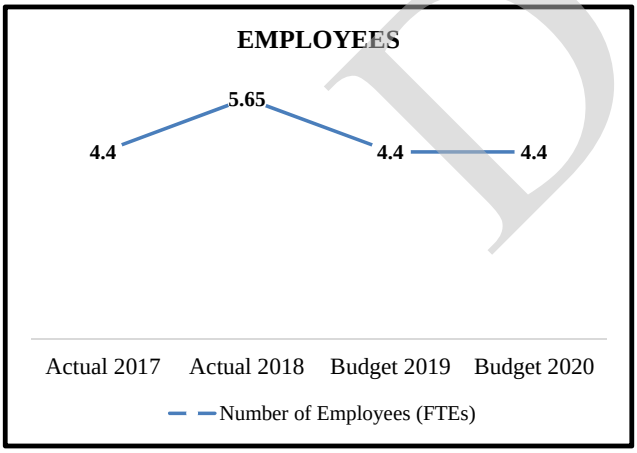
Budget Impact:

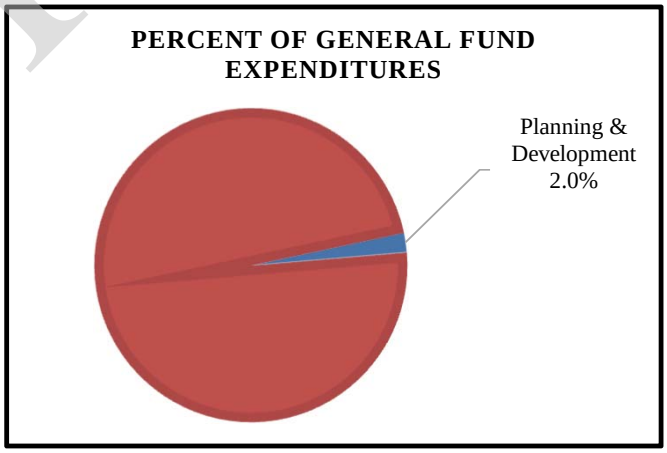
The Planning Division sets the stage for future development of the community through the Comprehensive Plan. The Comprehensive Plan, Envision Shakopee was adopted and submitted to the Met Council for approval and received final approval from the Met Council in October 2019. Envision Shakopee was chosen for the Planning in Context Award by the Minnesota Chapter of the American Planning Association.

The City of Shakopee is expected to grow to more than 60,000 residents by 2040 with much of that growth occurring the Jackson Township. The city has an Orderly Annexation Agreement with Jackson Township that allows 250 acres to be annexed annually by the city with additional property at the property owner's request. As part of the agreement and Envision Shakopee, the Met Council suggested that the city complete an Alternative Urban Area Review (AUAR) for the western portion of the city, including a large portion of Jackson Township. The AUAR looks at projections and the infrastructure that will be required including sewer, water and roads along with the environmental impacts that need to be mitigated from that development. The AUAR was completed in October 2019 to the Environmental Quality Board for review and comment. It is anticipated that the AUAR will be approved in 2019 and will set the stage for further development in this area for the next five to twenty years.

Envision Shakopee sets the community vision for the city and its contents have helped shape the vision of the new Parks Master Plan that was completed in 2019. The Parks Master Plan was adopted by the City Council and sets the stage for the next 15 years of park creation and redevelopment. Plans are already underway for new neighborhood parks at Stagecoach and Prairie Meadows with construction to be complete in 2020. Final construction plans were completed for Ridge Creek, the city's first nature oriented park that includes lookouts, boardwalks and a new more naturalized channel. It is expected that the project will start construction in spring of 2020. Other projects included in the city's Capital Program include additional planning and restoration work at Memorial Park and master planning of the riverfront. The city acquired the former Sweeney property and marina with plans to provide access to the public to the Minnesota River and restoration of one of the best preserved Shakopee Brick homes.

Windermere, the largest subdivision in the western end of the city, has been adding land for new development that





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2020 Annual Budget
Division: 17- PLANNING & DEVELOPMENT

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
17 - PLANNING & DEVELOPMENT					
6002 - WAGES	370,375.17	395,668.39	378,200.00	376,500.00	390,100.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	0.00	6,500.00	0.00
WAGES	**370,375.17**	**395,668.39**	**378,200.00**	**383,000.00**	**390,100.00**
6122 - PERA	27,582.52	29,576.59	28,400.00	28,200.00	29,300.00
6124 - FICA	26,939.32	28,880.39	28,900.00	29,300.00	29,800.00
6135 - HEALTH	34,554.58	43,783.36	46,300.00	44,800.00	47,600.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,862.65	2,060.59	2,100.00	2,100.00	2,100.00
6140 - LIFE/LTD	1,003.07	1,053.94	1,300.00	1,300.00	1,300.00
6145 - DENTAL	2,137.37	2,301.72	2,500.00	2,500.00	2,500.00
6170 - WORKERS COMPENSATION	2,059.71	2,131.36	2,700.00	2,600.00	2,700.00
6180 - COMPENSATED ABSENCES	15,299.36	635.28	8,500.00	8,300.00	8,600.00
BENEFITS	**111,438.58**	**110,423.23**	**120,700.00**	**119,100.00**	**123,900.00**
WAGES & BENEFITS	**481,813.75**	**506,091.62**	**498,900.00**	**502,100.00**	**514,000.00**
6202 - OPERATING SUPPLIES	71.00	25.50	1,000.00	500.00	1,000.00
6205 - GRANT EXPENDITURES	0.00	5,046.64	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	796.30	1,879.54	1,200.00	950.00	1,200.00
6213 - FOOD	182.50	361.74	400.00	800.00	500.00
6310 - ATTORNEY	18,162.97	6,006.75	4,000.00	3,500.00	3,500.00
6312 - ENGINEERING/DESIGN CONSULTANT	1,770.00	0.00	0.00	0.00	0.00
6318 - FILING FEES	934.00	1,421.30	1,200.00	500.00	500.00
6327 - OTHER PROF SERVICES	119,078.10	132,889.58	85,000.00	160,000.00	10,000.00
6332 - POSTAGE	2,111.56	878.75	1,200.00	800.00	1,200.00
6334 - TELEPHONE	1,008.87	117.71	200.00	150.00	200.00
6336 - PRINTING/PUBLISHING	9,849.32	4,036.10	4,500.00	3,000.00	3,000.00
6351 - INSURANCE PREMIUM (IS FUND)	2,170.00	2,650.00	2,600.00	1,900.00	1,800.00
6410 - SOFTWARE - ANNUAL FEES	4,060.00	10,321.04	12,300.00	15,400.00	10,600.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	11,499.96	12,099.96	12,700.00	12,700.00	17,200.00
6420 - EQUIPMENT RENT	310.06	130.09	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	20,799.96	15,900.00	23,600.00	23,600.00	17,500.00
6435 - OTHER RENT	100.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,857.16	2,834.00	3,500.00	3,000.00	3,500.00
6475 - TRAVEL/SUBSISTENCE	0.00	2,401.79	2,000.00	3,500.00	3,500.00
6480 - DUES	2,583.49	1,838.00	2,900.00	1,900.00	2,400.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	585.00	606.00	0.00	700.00	700.00
SUPPLIES AND SERVICES	**199,930.25**	**201,444.49**	**158,300.00**	**232,900.00**	**78,300.00**
DEPRECIATION	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
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 17 - PLANNING & DEVELOPMENT	**681,744.00**	**707,536.11**	**657,200.00**	**735,000.00**	**592,300.00**

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Division: **Facilities**
Category: General Government

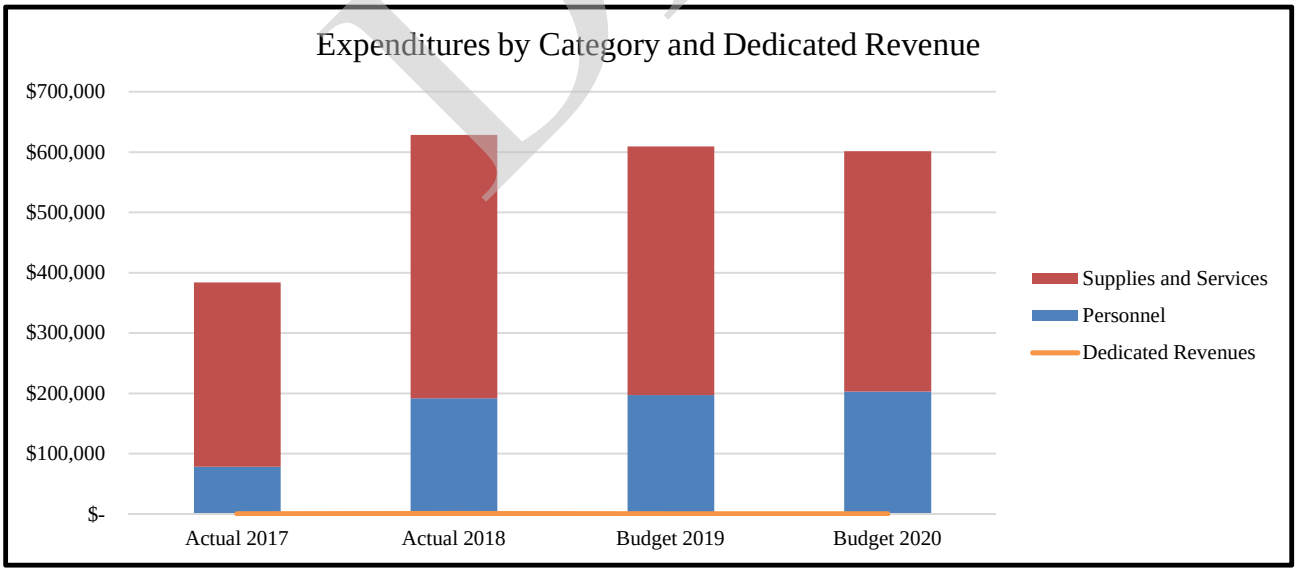
Description of Services:

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.

With the opening of the new City Hall and completion of the Community Center and Ice Arena in 2018, our facilities team has really learned a lot of new equipment over the last year. We made a couple of big changes to the way the facilities division operates and how the budget is aligned. First, we consolidated all our facilities staff as one group. Certain staff who work primarily at the community center still have their wages allocated to that budget but our team will be working together to provide better and more cost effective maintenance services to all of our buildings. Another change that was actually made during 2018 is the consolidation of multiple budgets in to the facilities division budget. The increase in the budget is actually a neutral change – with budgets in other departments being reduced and re-allocated to this division budget.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 78,121	$ 191,699	$ 197,300	$ 197,100	$ 203,000
Supplies and Services	305,929	436,566	398,200	412,400	398,300
Totals	$ 384,050	$ 628,265	$ 595,500	$ 609,500	$ 601,300
Dedicated Revenues	$ 364	$ 571	$ 300	$ 500	$ 500



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Square Feet Maintained	50,940	50,940	50,940	50,940

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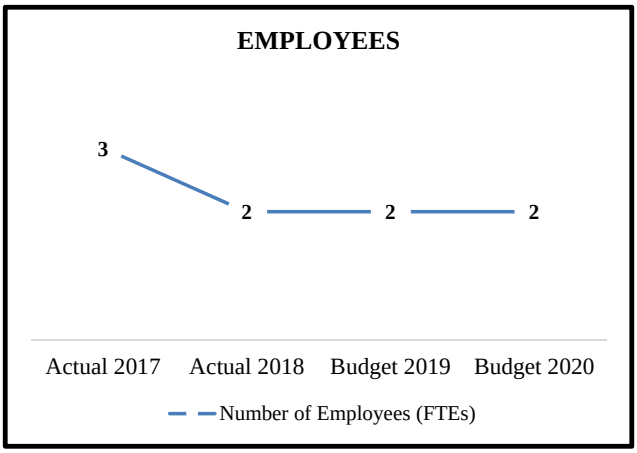
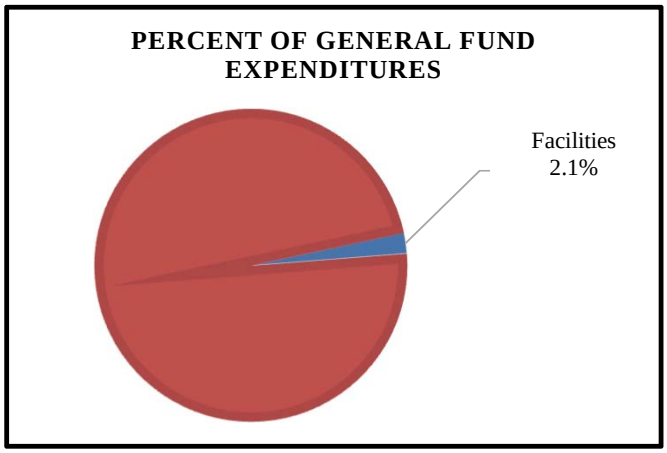
Budget Impact:

There have been no significant changes to the facilities division budget for 2019 with the exception of reallocation of funds from other budgets to this division.





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2020 Annual Budget
Division: 18- FACILITIES

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
18 - FACILITIES					
6002 - WAGES	75,131.93	134,476.84	137,700.00	138,300.00	142,300.00
6005 - OVERTIME-FT	1,485.51	3,339.49	3,200.00	1,200.00	1,200.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	0.00	0.00	0.00
WAGES	**76,617.44**	**137,816.33**	**140,900.00**	**139,500.00**	**143,500.00**
6122 - PERA	5,746.18	10,336.23	10,600.00	10,600.00	10,900.00
6124 - FICA	5,250.54	9,365.74	10,700.00	10,800.00	11,100.00
6135 - HEALTH	11,937.19	24,523.45	24,800.00	24,100.00	25,100.00
6139 - POST EMPLOYMENT HEALTH PLAN	531.29	846.94	800.00	800.00	800.00
6140 - LIFE/LTD	278.20	402.34	400.00	400.00	400.00
6145 - DENTAL	587.01	1,009.26	1,000.00	1,000.00	1,000.00
6170 - WORKERS COMPENSATION	3,073.24	5,261.71	5,600.00	7,400.00	7,600.00
6180 - COMPENSATED ABSENCES	(25,900.10)	2,136.58	2,500.00	2,500.00	2,600.00
BENEFITS	**1,503.55**	**53,882.25**	**56,400.00**	**57,600.00**	**59,500.00**
WAGES & BENEFITS	**78,120.99**	**191,698.58**	**197,300.00**	**197,100.00**	**203,000.00**
6202 - OPERATING SUPPLIES	3,573.55	18,912.33	7,000.00	7,000.00	7,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	0.00	0.00	1,000.00	0.00
6210 - OFFICE SUPPLIES	188.19	0.00	100.00	200.00	200.00
6212 - UNIFORMS/CLOTHING	800.98	664.39	800.00	800.00	800.00
6222 - MOTOR FUELS & LUBRICANTS	1,147.29	1,928.21	2,000.00	2,500.00	2,500.00
6230 - BUILDING MAINT SUPPLIES	4,802.48	18,185.27	20,000.00	15,000.00	15,000.00
6240 - EQUIPMENT MAINT SUPPLIES	433.47	683.91	800.00	900.00	900.00
6315 - BUILDING MAINT.	56,020.36	120,851.48	95,000.00	112,000.00	99,600.00
6316 - EQUIPMENT MAINTENANCE	0.00	2,900.00	0.00	700.00	0.00
6326 - CLEANING SERVICES	38,214.89	56,149.00	57,500.00	57,500.00	58,000.00
6327 - OTHER PROF SERVICES	0.00	1,072.75	1,000.00	1,000.00	1,000.00
6334 - TELEPHONE	3,885.25	3,821.28	3,800.00	4,000.00	4,000.00
6336 - PRINTING/PUBLISHING	213.95	96.53	100.00	200.00	100.00
6351 - INSURANCE PREMIUM (IS FUND)	11,220.00	12,070.00	11,700.00	11,200.00	11,000.00
6362 - ELECTRIC	61,126.20	64,728.50	62,000.00	62,000.00	63,000.00
6364 - WATER	528.06	351.35	700.00	700.00	700.00
6365 - GAS	21,576.60	23,730.70	20,000.00	20,000.00	20,000.00
6366 - SEWER	354.01	342.05	500.00	500.00	500.00
6368 - STORM	675.16	1,213.77	1,100.00	1,100.00	1,100.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	4,599.96	4,800.00	5,000.00	5,000.00	7,000.00
6425 - EQUIPMENT RENT (IS FUND)	5,900.04	6,500.04	6,900.00	6,900.00	13,900.00
6430 - BUILDING RENT (IS FUND)	90,500.04	97,100.04	101,800.00	101,800.00	91,600.00
6472 - CONFERENCE/SCHOOL/TRAINING	0.00	168.00	0.00	0.00	0.00
6480 - DUES	0.00	90.00	200.00	200.00	200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	169.00	205.99	200.00	200.00	200.00
SUPPLIES AND SERVICES	**305,929.48**	**436,565.59**	**398,200.00**	**412,400.00**	**398,300.00**
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	**384,050.47**	**628,264.17**	**595,500.00**	**609,500.00**	**601,300.00**

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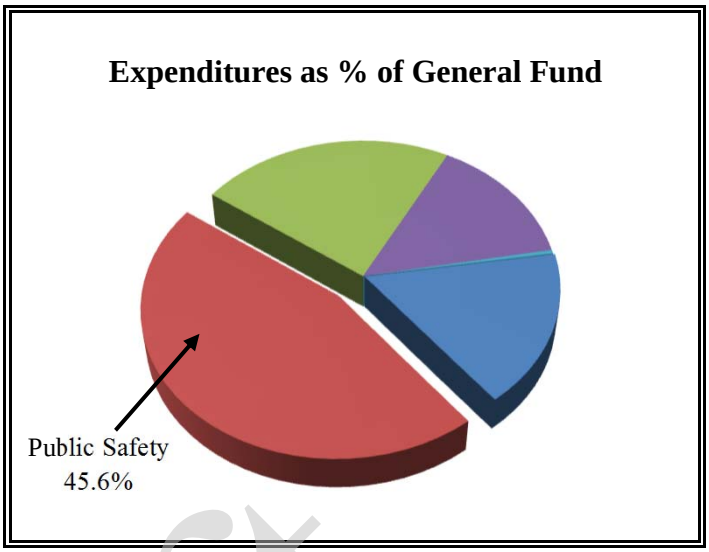
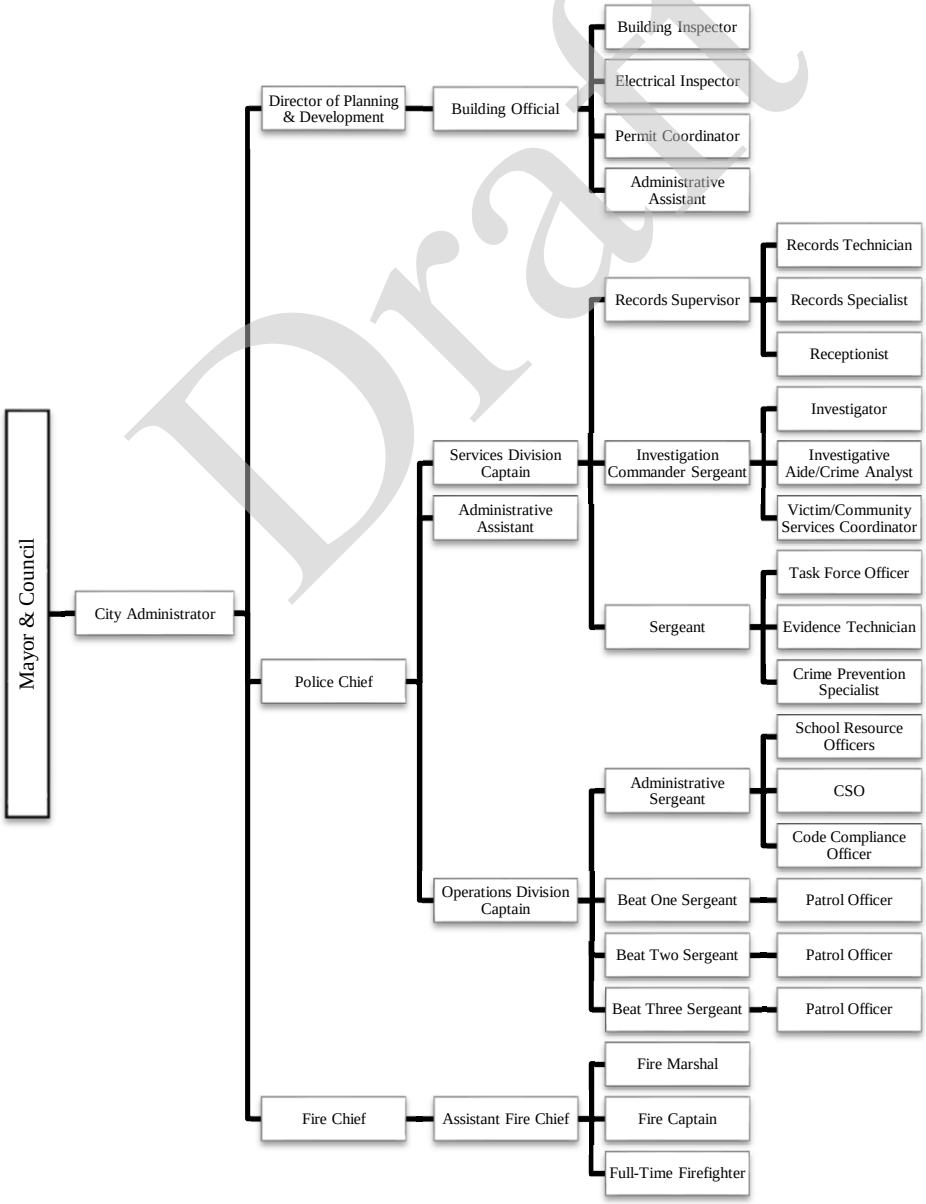
Public Safety

Divisions:

The main divisions under Public Safety consist of the following:

- Police
- Fire
- Building Inspections





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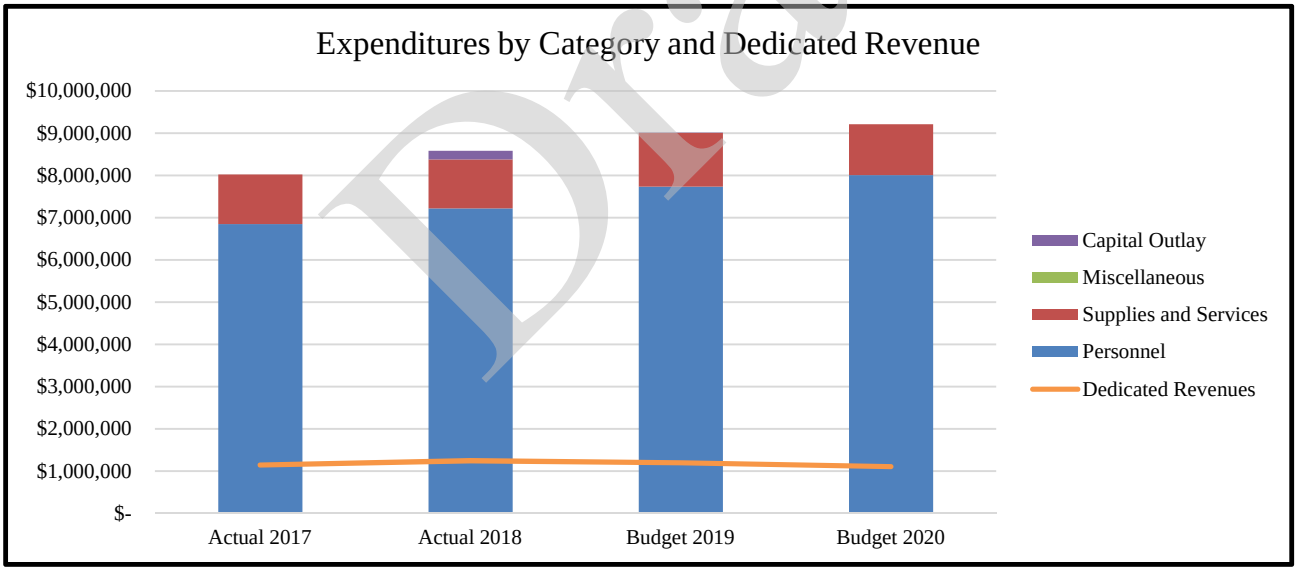
Division: **Police Department**
Category: Public Safety

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 on safety. This includes the prevention of crimes 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 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 6,846,594	$ 7,216,979	$ 7,826,300	$ 7,734,300	$ 8,006,300
Supplies and Services	1,180,652	1,162,415	1,162,500	1,271,600	1,208,300
Miscellaneous	-	(26)	-	-	-
Capital Outlay	-	207,191	-	1,000	-
Totals	$ 8,027,246	$ 8,586,559	$ 8,988,800	$ 9,006,900	$ 9,214,600
Dedicated Revenues	$ 1,139,665	$ 1,244,528	$ 1,146,600	$ 1,197,400	$ 1,101,800



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Calls for Services	21,632	21,916	TBD	TBD
Crimes	834	902	TBD	TBD
Shakopee Crime Rate (Per 100,000 people)	6.06%	6.47%	TBD	TBD
DWI Arrests	146	151	TBD	TBD
Ordinance Calls	1366	1910	TBD	TBD
Percent of Crimes Cleared	49%	47%	TBD	TBD
Metro Average % of Crimes Cleared	44%	45%	TBD	TBD
Sworn Officers (budgeted)	48	50	50	50

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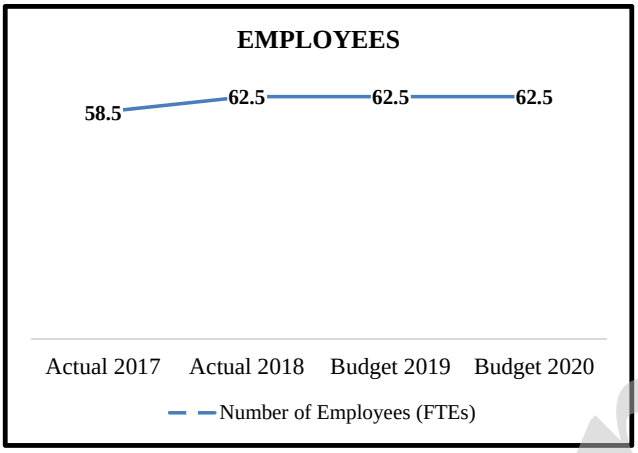
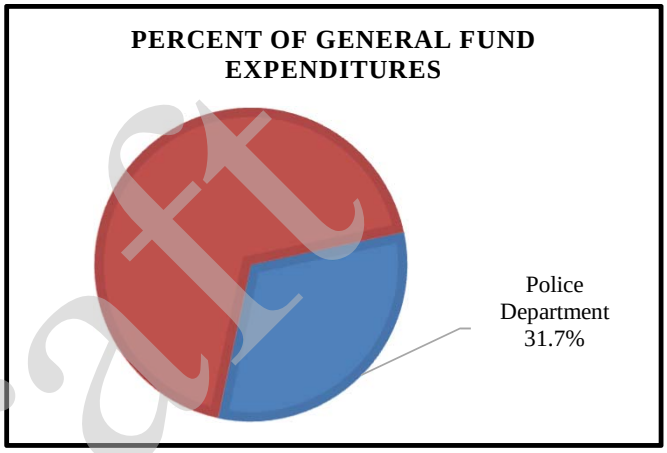
Budget Impact:

Our primary focus is to provide the highest quality of service while being fiscally responsible with the citizens tax dollars. We are driven to be the best police department in Minnesota, all the while exceeding your expectations. This budget provides the staff, training, and equipment necessary to attain the highest level of service our citizens deserve in an ever-changing industry.

Throughout the years of city growth, we have consistently trained well-beyond industry minimum standards, which has proven to be extremely beneficial and consistent with law enforcement best practices. While our population and calls for service continue to increase, the last five years we have had the lowest crime rates in our city. Our department's commitment to unparalleled customer service has been recognized by the IACP in 2018 with their prestigious Leadership in Victim Services Award. Our department also received the MADD Minnesota Policy Setter Award in 2018. This is the second time we have received this honor in the last five years. We look forward to a safe and prosperous 2020.





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2020 Annual Budget
Division: 31- POLICE DEPARTMENT

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
31 - POLICE DEPARTMENT					
6002 - WAGES	4,660,167.15	4,956,986.36	5,366,600.00	5,287,600.00	5,467,000.00
6005 - OVERTIME-FT	368,653.58	383,520.03	362,200.00	362,200.00	347,200.00
6010 - PREMIUM PAY	11,807.53	15,594.56	12,500.00	17,000.00	17,000.00
6015 - WAGES - PART TIME/TEMP	37,842.49	38,322.33	32,000.00	32,000.00	33,000.00
WAGES	**5,078,470.75**	**5,394,423.28**	**5,773,300.00**	**5,698,800.00**	**5,864,200.00**
6122 - PERA	759,873.23	803,159.07	859,400.00	895,100.00	957,800.00
6124 - FICA	106,193.79	113,314.01	169,500.00	126,800.00	131,700.00
6135 - HEALTH	507,479.46	593,491.88	619,300.00	596,300.00	625,600.00
6139 - POST EMPLOYMENT HEALTH PLAN	24,309.87	24,980.88	26,200.00	25,800.00	26,000.00
6140 - LIFE/LTD	13,130.36	13,591.28	14,900.00	14,800.00	15,100.00
6145 - DENTAL	28,176.46	27,923.62	31,500.00	31,000.00	31,200.00
6170 - WORKERS COMPENSATION	166,249.81	170,047.14	181,000.00	185,500.00	191,300.00
6180 - COMPENSATED ABSENCES	118,482.75	29,977.48	97,200.00	95,200.00	98,400.00
6186 - PENSION EXPENSE	44,228.00	46,070.00	54,000.00	65,000.00	65,000.00
BENEFITS	**1,768,123.73**	**1,822,555.36**	**2,053,000.00**	**2,035,500.00**	**2,142,100.00**
WAGES & BENEFITS	**6,846,594.48**	**7,216,978.64**	**7,826,300.00**	**7,734,300.00**	**8,006,300.00**
6202 - OPERATING SUPPLIES	65,941.87	50,076.47	49,500.00	117,900.00	46,900.00
6204 - FURNISHINGS (NOT CAPITALIZED)	98.84	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	15,599.75	3,930.55	8,000.00	8,000.00	7,000.00
6212 - UNIFORMS/CLOTHING	18,941.67	20,559.53	15,000.00	15,000.00	15,000.00
6213 - FOOD	4,745.72	3,290.88	5,100.00	4,100.00	4,000.00
6222 - MOTOR FUELS & LUBRICANTS	74,535.07	89,115.61	91,000.00	91,000.00	91,000.00
6230 - BUILDING MAINT SUPPLIES	4,523.81	0.00	0.00	0.00	0.00
6240 - EQUIPMENT MAINT SUPPLIES	27,136.73	27,238.09	25,000.00	25,000.00	28,000.00
6250 - MERCHANDISE	50.00	0.00	0.00	0.00	0.00
6282 - PURCHASE OF SERVICES	0.00	350.95	0.00	0.00	0.00
6310 - ATTORNEY	1,804.25	4,656.25	7,000.00	7,000.00	5,500.00
6315 - BUILDING MAINT.	35,366.26	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	24,041.46	3,437.95	21,000.00	10,000.00	6,000.00
6326 - CLEANING SERVICES	2,304.00	23,340.00	24,000.00	24,000.00	24,000.00
6327 - OTHER PROF SERVICES	81,847.43	89,402.17	86,000.00	85,000.00	85,000.00
6332 - POSTAGE	717.14	1,451.31	4,000.00	4,000.00	4,000.00
6334 - TELEPHONE	32,472.19	34,122.32	28,200.00	28,200.00	35,000.00
6336 - PRINTING/PUBLISHING	14,818.79	10,050.03	15,000.00	15,700.00	15,700.00
6339 - COMPUTER ACCESS	2,671.00	3,092.05	3,000.00	2,500.00	2,500.00
6351 - INSURANCE PREMIUM (IS FUND)	139,900.00	149,800.00	145,400.00	153,500.00	151,700.00
6362 - ELECTRIC	34,349.15	40,337.24	43,000.00	43,000.00	43,000.00
6364 - WATER	2,083.02	2,868.18	3,000.00	3,000.00	3,000.00
6365 - GAS	13,329.43	13,691.70	20,000.00	18,000.00	18,000.00
6366 - SEWER	447.28	584.78	500.00	500.00	600.00
6368 - STORM	1,241.40	1,000.56	1,100.00	1,100.00	1,200.00
6400 - RENTALS	700.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	34,669.38	18,554.76	12,000.00	48,800.00	48,800.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	144,900.00	152,100.00	159,800.00	159,800.00	154,300.00
6420 - EQUIPMENT RENT	3,875.91	4,329.87	0.00	4,000.00	4,000.00
6425 - EQUIPMENT RENT (IS FUND)	223,500.00	208,299.96	191,500.00	191,500.00	210,700.00
6430 - BUILDING RENT (IS FUND)	102,699.96	112,200.00	112,200.00	112,200.00	116,200.00
6435 - OTHER RENT	200.00	15.00	0.00	0.00	0.00
6435 - OTHER RENT	10.00	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	13,841.06	32,812.83	25,200.00	29,000.00	26,000.00
6475 - TRAVEL/SUBSISTENCE	7,453.41	7,430.99	8,000.00	9,400.00	9,200.00
6480 - DUES	49,466.71	53,775.85	58,400.00	58,600.00	50,200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	369.72	499.00	600.00	1,800.00	1,800.00
SUPPLIES AND SERVICES	**1,180,652.41**	**1,162,414.88**	**1,162,500.00**	**1,271,600.00**	**1,208,300.00**
6660 - BANK FEES- NSF FEE	0.00	(26.00)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**(26.00)**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	207,190.67	0.00	1,000.00	0.00
CAPITAL OUTLAY	**0.00**	**207,190.67**	**0.00**	**1,000.00**	**0.00**
Total 31 - POLICE DEPARTMENT	**8,027,246.89**	**8,586,558.19**	**8,988,800.00**	**9,006,900.00**	**9,214,600.00**

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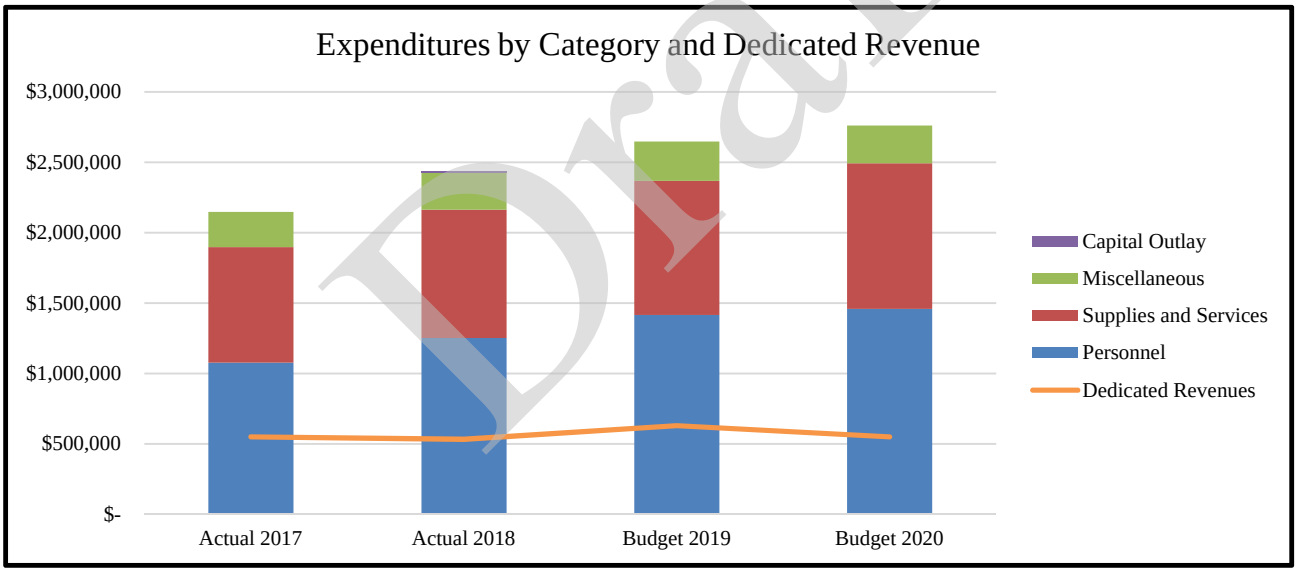
Division: **Fire**
Category: Public Safety

Description of Services:

The mission of the Shakopee Fire Department is to provide cost effective, efficient, and state-of-the-art fire and rescue protection for the citizens and businesses within the Shakopee Fire District. In addition to fire suppression, the fire department provides emergency medical services, technical rescue, inspections, fire prevention education, and in-house training of firefighters.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 1,077,285	$ 1,251,192	$ 1,321,800	$ 1,416,700	$ 1,459,300
Supplies and Services	820,001	912,323	950,300	952,900	1,033,400
Miscellaneous	251,337	261,378	258,000	278,200	270,000
Capital Outlay	-	9,995	-	-	-
Totals	$ 2,148,623	$ 2,434,888	$ 2,530,100	$ 2,647,800	$ 2,762,700
Dedicated Revenues	$ 550,341	$ 531,982	$ 520,600	$ 629,000	$ 550,100



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Paid-On-Call Staff (budgeted)	46	46	46	46
Calls for Service	808	910	1,000	1,025
Public Education Events	75	85	100	100
Plan Reviews	193	262	230	240
Fire Inspections	347	436	350	325
Pre-Fire Plans (hrs.)	336	361	300	325
Maintenance (hrs.)	2,162	3,096	2,500	2,500
Fire District Population	43,940	44,370	45,392	51,253
Full-Time Staff	7	8	8	8
Training (hrs.)	1,502	2,326	2,500	2,500

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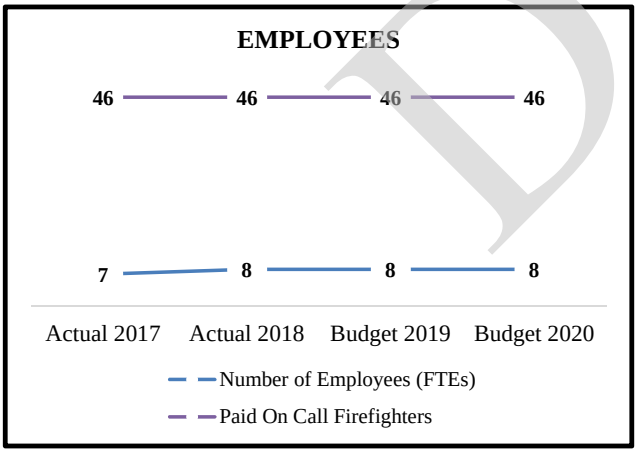
Budget Impact:

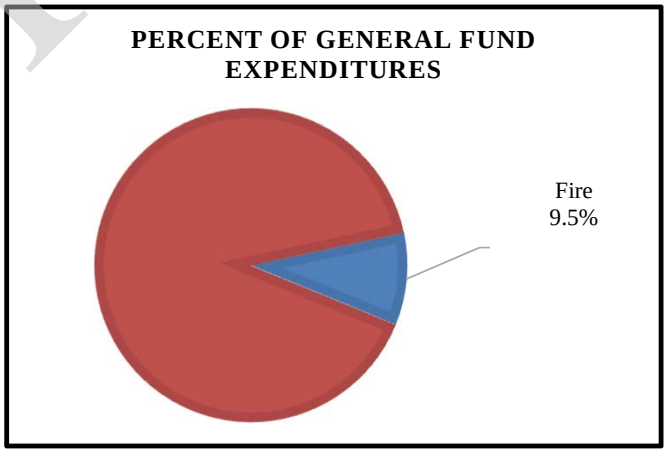
The fire department goes well beyond its mission of providing cost effective, efficient, and state-of-the-art fire and rescue protection for citizens and businesses within our fire district. The department is consistently praised and receives high marks from citizens and citizen surveys and does so while maintaining a fiscally responsible budget.

The fire department manages two fire stations and a fleet of 21 vehicles. We still utilize primarily paid-on-call firefighters to complete services supported by eight full-time staff. Recruitment and retention are still a major issue – we're budgeted for 46 paid-on-call firefighters and currently have 45. In 2019, we hired five paid-on-call firefighters and will likely be losing the same number due to planned retirements and/or voluntary resignations. The fire department hasn't increased paid-on-call staff since the opening of the 2nd fire station (station 1) in 1998 and full-time staff has only increased by one since 2013. During this same time period, the fire district population has increased from approximately 38,000 to nearly 50,000 and fire calls have gone from under 600 to over 1,000 projected in 2019. Additional staffing will be needed soon in order to maintain an acceptable level of service.

The fire department has historically trained its own firefighters. That continues today but with a much greater emphasis on qualified and certified trainers and better record-keeping. In 2018, a full-time Assistant Fire Chief was hired to oversee all firefighter training. This is a valuable addition for the fire department and for the City to not only have highly trained firefighters but ensuring that the training provided and received is up to today's standards. Besides the full-time Assistant Chief and Captain, the department uses mostly paid-on-call staff as instructors to complete firefighter training.

Plan reviews and inspections are a large part of the operations of the fire department. In 2018, 179 fire permits were issued; up from 141 in 2017. Fire permits include open burning, fire alarm, fire sprinkler systems, special hazard fire systems, kitchen hood and kitchen suppression systems, tent, event, and fireworks sales and shows. We are on track for about the same number of fire permits in 2019. All of which require plan review and approval, and most require multiple inspections before a permit can be finalized. The fire department also inspects all commercial buildings prior to occupancy, nearly 100 in 2018, to ensure there are no fire or life safety hazards. The department utilizes full-time





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2020 Annual Budget
Division: 32- FIRE

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
32 - FIRE					
6002 - WAGES	527,600.96	625,160.48	664,000.00	681,100.00	701,400.00
6005 - OVERTIME-FT	8,759.40	8,258.87	8,000.00	8,000.00	8,000.00
6015 - WAGES - PART TIME/TEMP	294,726.56	348,427.01	309,000.00	366,000.00	377,000.00
WAGES	**831,086.92**	**981,846.36**	**981,000.00**	**1,055,100.00**	**1,086,400.00**
6122 - PERA	79,241.13	100,434.98	112,700.00	116,900.00	125,500.00
6124 - FICA	13,104.94	13,834.78	34,600.00	38,000.00	39,100.00
6135 - HEALTH	65,085.53	75,770.04	81,600.00	96,400.00	100,300.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,804.52	3,294.18	3,400.00	3,400.00	3,400.00
6140 - LIFE/LTD	1,419.86	1,702.01	1,900.00	5,700.00	2,000.00
6145 - DENTAL	3,330.76	3,306.84	4,000.00	4,000.00	4,000.00
6170 - WORKERS COMPENSATION	72,225.19	40,203.44	90,500.00	84,700.00	85,800.00
6180 - COMPENSATED ABSENCES	8,986.64	30,799.69	12,100.00	12,500.00	12,800.00
BENEFITS	**246,198.57**	**269,345.96**	**340,800.00**	**361,600.00**	**372,900.00**
WAGES & BENEFITS	**1,077,285.49**	**1,251,192.32**	**1,321,800.00**	**1,416,700.00**	**1,459,300.00**
6202 - OPERATING SUPPLIES	90,090.34	81,602.59	116,700.00	63,000.00	62,700.00
6204 - FURNISHINGS (NOT CAPITALIZED)	19,078.00	0.00	0.00	0.00	0.00
6205 - GRANT EXPENDITURES	0.00	1,737.48	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	698.15	211.19	500.00	500.00	500.00
6212 - UNIFORMS/CLOTHING	45,556.88	46,146.69	35,000.00	60,000.00	60,000.00
6213 - FOOD	2,180.70	1,235.72	2,000.00	2,000.00	2,000.00
6215 - MATERIALS	0.00	336.35	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	15,957.51	22,802.13	16,000.00	20,000.00	20,000.00
6230 - BUILDING MAINT SUPPLIES	3,941.40	1,565.08	500.00	500.00	500.00
6240 - EQUIPMENT MAINT SUPPLIES	15,940.54	28,140.12	18,000.00	19,500.00	18,000.00
6310 - ATTORNEY	0.00	0.00	500.00	0.00	0.00
6314 - COMPUTER SERVICES	0.00	0.00	0.00	600.00	0.00
6315 - BUILDING MAINT.	18,787.73	1,150.00	2,500.00	700.00	700.00
6316 - EQUIPMENT MAINTENANCE	50,371.02	51,537.66	40,000.00	40,000.00	40,000.00
6327 - OTHER PROF SERVICES	24,077.49	22,917.90	23,000.00	23,000.00	23,000.00
6332 - POSTAGE	2,629.12	2,412.62	3,000.00	2,500.00	2,500.00
6334 - TELEPHONE	6,581.72	5,847.87	5,100.00	5,000.00	5,000.00
6336 - PRINTING/PUBLISHING	4,485.38	7,954.66	4,000.00	4,000.00	4,000.00
6338 - ADVERTISING	2.05	0.00	0.00	0.00	0.00
6339 - COMPUTER ACCESS	6,727.25	6,735.13	6,000.00	6,700.00	6,700.00
6351 - INSURANCE PREMIUM (IS FUND)	23,500.00	18,190.00	17,600.00	16,300.00	16,300.00
6362 - ELECTRIC	34,399.74	46,482.55	37,000.00	37,000.00	37,000.00
6364 - WATER	2,964.65	3,369.57	3,000.00	3,000.00	3,000.00
6365 - GAS	19,357.20	21,007.44	17,000.00	17,000.00	17,000.00
6366 - SEWER	580.51	650.51	500.00	600.00	500.00
6367 - REFUSE	130.37	0.00	0.00	0.00	0.00
6368 - STORM	1,976.88	1,976.88	1,800.00	1,800.00	1,800.00
6410 - SOFTWARE - ANNUAL FEES	4,309.00	10,755.80	18,800.00	19,300.00	19,500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	27,600.00	29,000.04	30,500.00	30,500.00	87,300.00
6420 - EQUIPMENT RENT	25.33	10.27	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	213,999.96	287,700.00	352,600.00	352,600.00	370,800.00
6430 - BUILDING RENT (IS FUND)	99,300.00	108,600.00	108,600.00	108,600.00	118,100.00
6472 - CONFERENCE/SCHOOL/TRAINING	29,431.45	44,989.35	30,000.00	50,000.00	50,000.00
6475 - TRAVEL/SUBSISTENCE	17,941.49	21,405.70	25,000.00	32,200.00	30,000.00
6480 - DUES	34,947.50	33,764.06	33,000.00	34,000.00	34,500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	2,431.80	2,087.18	2,100.00	2,000.00	2,000.00
SUPPLIES AND SERVICES	**820,001.16**	**912,322.54**	**950,300.00**	**952,900.00**	**1,033,400.00**
6630 - PAYMENT TO FIRE RELIEF	251,336.24	261,378.03	258,000.00	278,200.00	270,000.00
6650 - CREDIT CARD FEES	0.28	0.14	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**251,336.52**	**261,378.17**	**258,000.00**	**278,200.00**	**270,000.00**
6740 - EQUIPMENT	0.00	9,995.00	0.00	0.00	0.00
CAPITAL OUTLAY	**0.00**	**9,995.00**	**0.00**	**0.00**	**0.00**
Total 32 - FIRE	**2,148,623.17**	**2,434,888.03**	**2,530,100.00**	**2,647,800.00**	**2,762,700.00**

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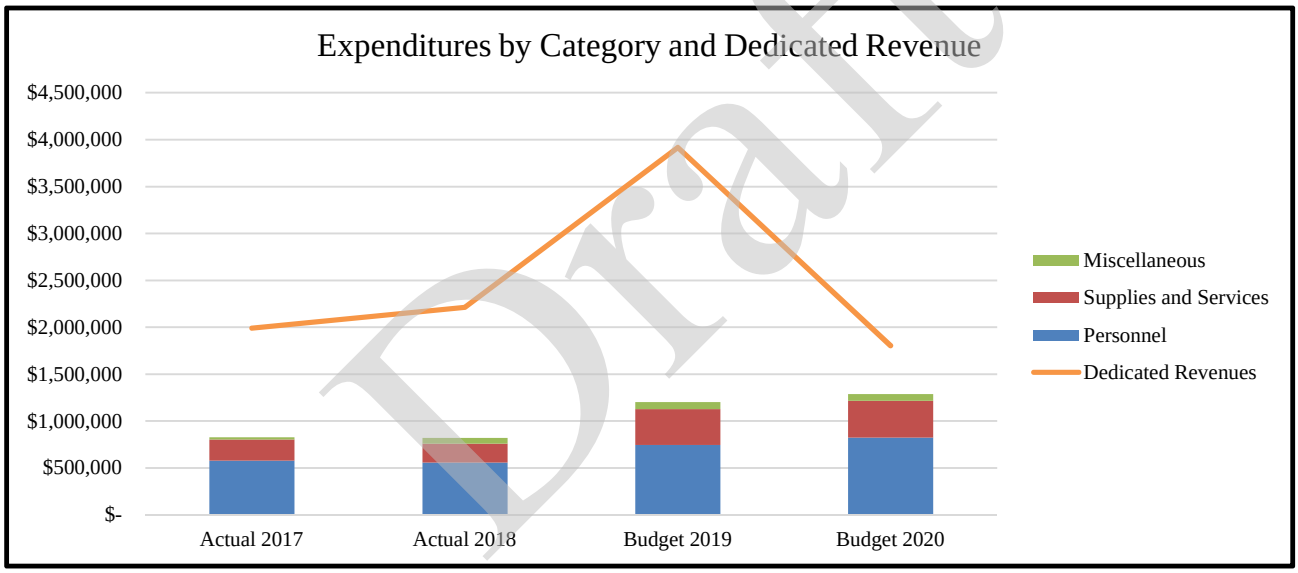
Division: **Building Inspections**
Category: Public Safety

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 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 579,617	$ 556,797	$ 715,600	$ 745,800	$ 824,700
Supplies and Services	223,958	201,957	223,900	381,300	392,200
Miscellaneous	24,990	63,532	60,000	75,000	70,000
Totals	$ 828,565	$ 822,286	$ 999,500	$ 1,202,100	$ 1,286,900
Dedicated Revenues	$ 1,991,623	$ 2,211,090	$ 1,388,000	$ 3,916,800	$ 1,803,800



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Inspections	6,333	8936	8000	8000
Number of Permits	3,455	4,256	3875	3800
Average Inspection/Employee	1,583	2,234	1,777	1700

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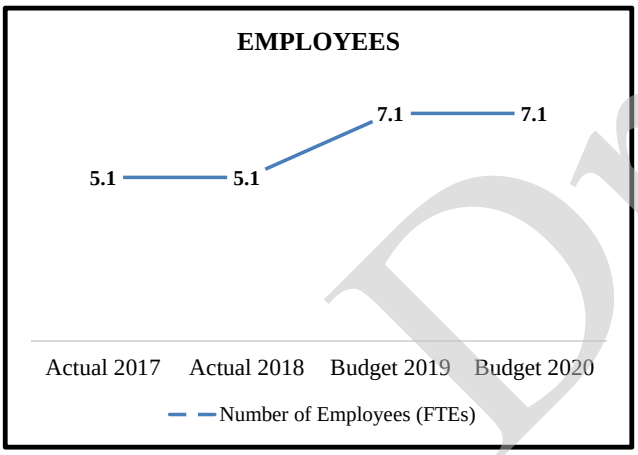
Budget Impact:

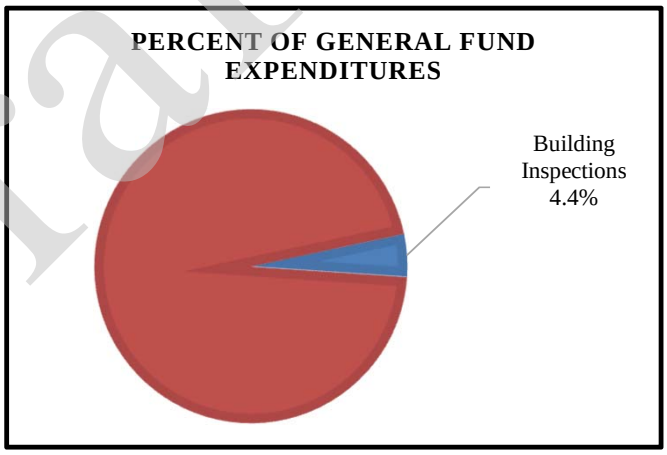
Just think about all the items that inspectors look at every day to ensure the publics' safety, whether it's for a homeowner getting a water heater or a deck installed or a developer working for a major manufacturer. Inspectors are in the field whether it is a beautiful summer day or it's twenty degrees and snowing. This past year, to address accessibility in even the worst conditions, inspectors were assigned retired all-wheel drive police vehicles to ensure that they can access construction sites.

In 2019, the city added a full-time electrical inspector who will also ultimately be able to do combination inspections to save applicant's time for appointments. A full time inspector has allowed inspections to be scheduled five days a week and has allowed for faster reinspection timelines.

The city went 100% paperless for plan reviews in 2019 along with appointing another Permit Coordinator to allow for a higher level of customer service. In 2020 the city is switching to a new electronic review program that will allow customers even better access to plans and change requirements while also allowing inspectors in the field to complete inspections electronically. Permit holders will have the ability to schedule inspections online. The new software will now have one portal for all permits including building, planning, engineering and licenses. The software will also allow payment by electronic checks, also known as ACH, saving the city additional credit card processing fees.

The new system will allow for an even faster permit review since Coordinators will be able to check for complete applications prior to plans and submissions being circulated. Coordinators will be able to inform customers up front if certain items are incomplete or missing, saving valuable resubmission time.





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2020 Annual Budget
Division: 33- BUILDING INSPECTIONS

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
33 - BUILDING INSPECTIONS					
6002 - WAGES	440,249.33	414,695.31	531,100.00	561,000.00	618,800.00
6005 - OVERTIME-FT	0.00	0.00	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	385.62	0.00	0.00	0.00	0.00
WAGES	**440,634.95**	**414,695.31**	**531,100.00**	**561,000.00**	**618,800.00**
6122 - PERA	33,617.61	32,028.80	40,400.00	43,100.00	47,500.00
6124 - FICA	30,610.40	27,820.90	40,200.00	42,200.00	46,700.00
6135 - HEALTH	63,831.11	78,033.94	86,300.00	79,900.00	90,300.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,391.73	2,235.05	2,500.00	2,700.00	2,900.00
6140 - LIFE/LTD	1,226.80	1,166.09	1,400.00	1,500.00	1,600.00
6145 - DENTAL	2,832.04	2,623.23	3,000.00	3,300.00	3,500.00
6170 - WORKERS COMPENSATION	2,457.00	2,769.96	2,200.00	2,600.00	2,900.00
6180 - COMPENSATED ABSENCES	2,015.15	(4,576.70)	8,500.00	9,500.00	10,500.00
BENEFITS	**138,981.84**	**142,101.27**	**184,500.00**	**184,800.00**	**205,900.00**
WAGES & BENEFITS	**579,616.79**	**556,796.58**	**715,600.00**	**745,800.00**	**824,700.00**
6202 - OPERATING SUPPLIES	3,017.67	1,908.65	2,500.00	3,000.00	3,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	12,356.06	2,039.94	0.00	7,000.00	5,000.00
6210 - OFFICE SUPPLIES	393.58	820.21	500.00	500.00	500.00
6212 - UNIFORMS/CLOTHING	239.19	1,139.66	2,000.00	2,000.00	2,500.00
6213 - FOOD	0.00	50.39	0.00	100.00	100.00
6222 - MOTOR FUELS & LUBRICANTS	2,006.06	2,910.49	3,000.00	3,000.00	3,000.00
6240 - EQUIPMENT MAINT SUPPLIES	1,951.19	4,450.13	2,500.00	8,500.00	5,000.00
6310 - ATTORNEY	706.25	0.00	0.00	0.00	0.00
6314 - COMPUTER SERVICES	402.50	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	289.99	1,404.37	0.00	3,300.00	1,500.00
6327 - OTHER PROF SERVICES	114,443.98	95,575.47	100,000.00	235,000.00	145,000.00
6332 - POSTAGE	579.01	330.86	500.00	200.00	200.00
6334 - TELEPHONE	3,262.56	2,885.51	2,500.00	2,500.00	2,500.00
6336 - PRINTING/PUBLISHING	3,674.10	2,937.60	200.00	2,400.00	2,500.00
6339 - COMPUTER ACCESS	0.00	658.13	0.00	1,200.00	1,200.00
6351 - INSURANCE PREMIUM (IS FUND)	4,940.00	6,290.00	6,100.00	6,600.00	6,500.00
6410 - SOFTWARE - ANNUAL FEES	39,002.00	41,097.05	57,600.00	58,500.00	143,300.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	11,499.96	12,100.08	12,700.00	12,700.00	30,400.00
6420 - EQUIPMENT RENT	85.02	47.17	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	5,600.04	2,499.96	2,600.00	2,600.00	2,700.00
6430 - BUILDING RENT (IS FUND)	17,300.04	15,900.00	23,600.00	23,600.00	28,200.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,371.24	3,247.29	3,000.00	3,500.00	4,000.00
6475 - TRAVEL/SUBSISTENCE	353.49	2,803.42	3,000.00	3,000.00	3,000.00
6480 - DUES	483.74	260.00	900.00	900.00	900.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	600.66	700.00	1,200.00	1,200.00
SUPPLIES AND SERVICES	**223,957.67**	**201,957.04**	**223,900.00**	**381,300.00**	**392,200.00**
6650 - CREDIT CARD FEES	24,989.62	63,557.56	60,000.00	75,000.00	70,000.00
6660 - BANK FEES- NSF FEE	0.00	(26.00)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**24,989.62**	**63,531.56**	**60,000.00**	**75,000.00**	**70,000.00**
Total 33 - BUILDING INSPECTIONS	**828,564.08**	**822,285.18**	**999,500.00**	**1,202,100.00**	**1,286,900.00**

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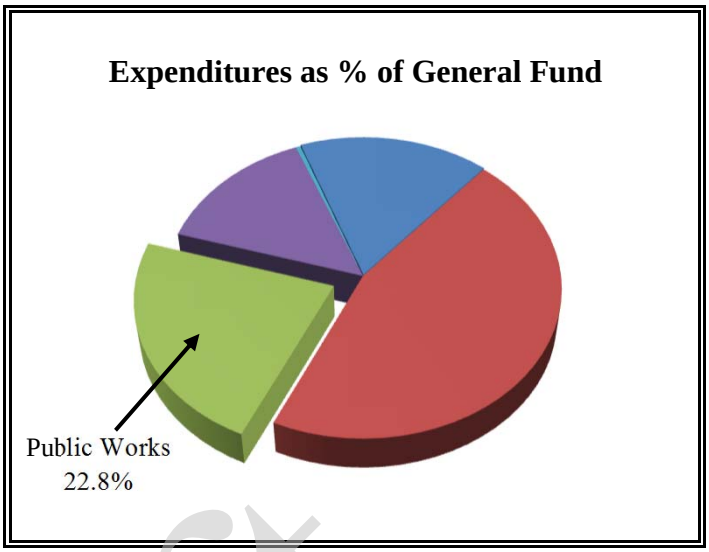
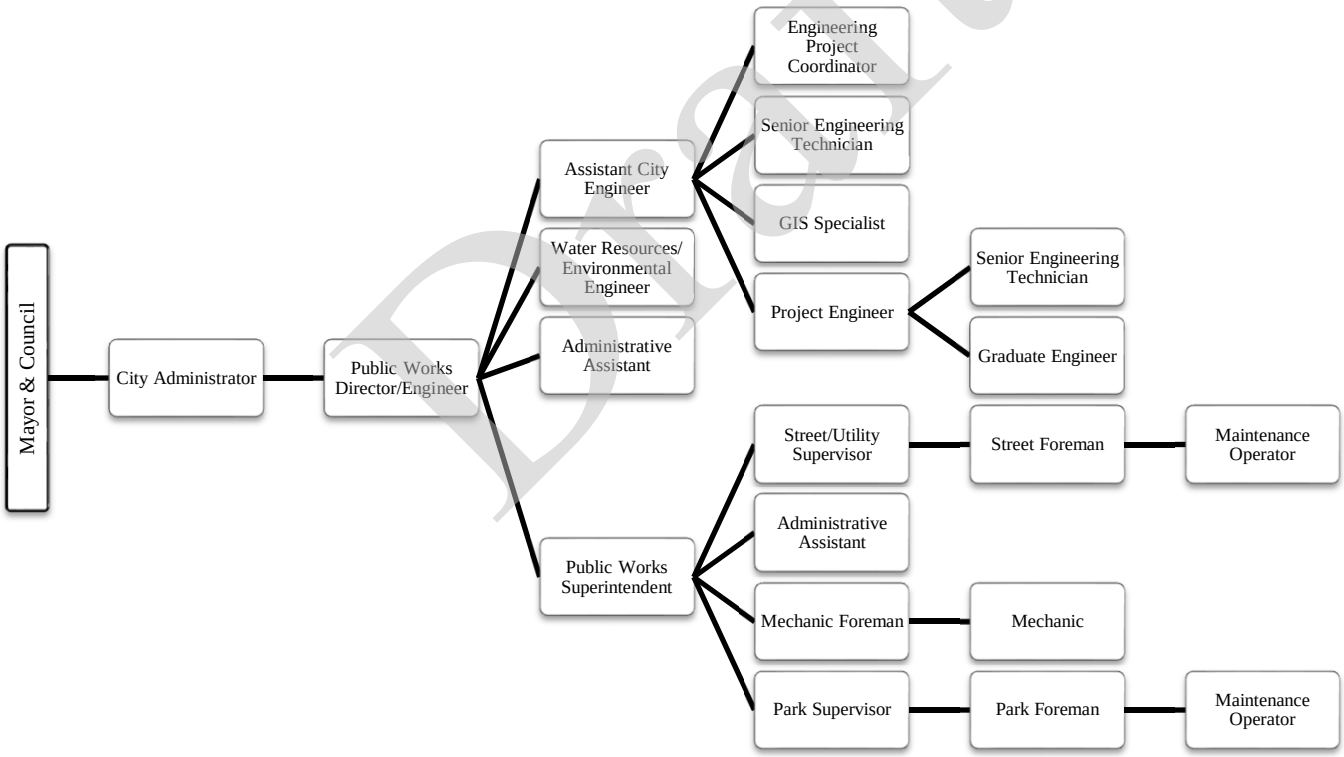
Public Works

Divisions:

The main divisions under Public Works consist of the following:

- Engineering
- Street
- Fleet
- Park Maintenance
- Natural Resources





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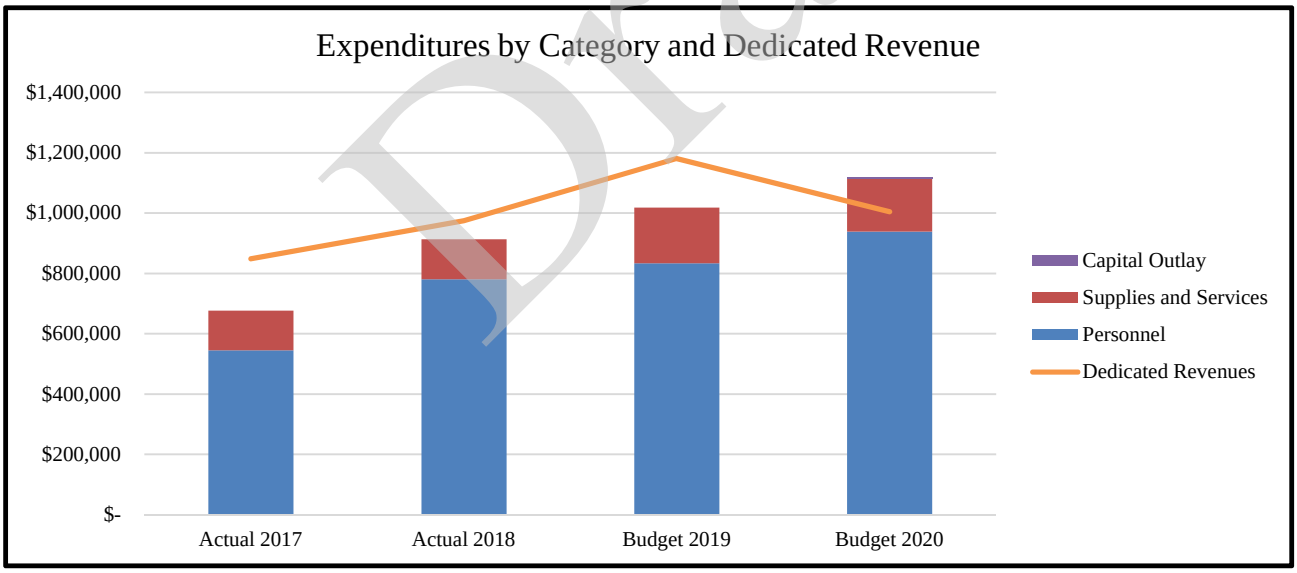
Division: **Engineering**
Category: Public Works

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 infrastructure construction projects. Test and approve all sanitary sewer, storm sewer and roadway construction projects. Prepare all reports, studies and plans required to preserve Municipal State Aid Funding received by the City. Review all public facilities proposed in the City, administer Wetland Conservation Act requirements, review building permits, manage right-of-way and permitting, provide engineering assistance to other Departments, review technical engineering material and provide engineering liaison to the City Council, other City departments, City Commissions and Committees.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 545,153	$ 780,209	$ 776,000	$ 833,800	$ 938,900
Supplies and Services	131,441	133,231	131,400	184,600	175,000
Capital Outlay	-	-	-	-	6,000
Totals	$ 676,594	$ 913,440	$ 907,400	$ 1,018,400	$ 1,119,900
Dedicated Revenues	$ 848,160	$ 974,319	$ 940,000	$ 1,181,000	$ 1,005,000



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Projects	15	8	9	20
Value of Projects	10,421,000	7,110,000	17,440,000	22,500,000
Number of Private Subdivision Permits Issued	3	7	2	6
Number of Private Grading Permits Issued	4	13	9	10
Number of ROW Permits Issued	642	566	635	650

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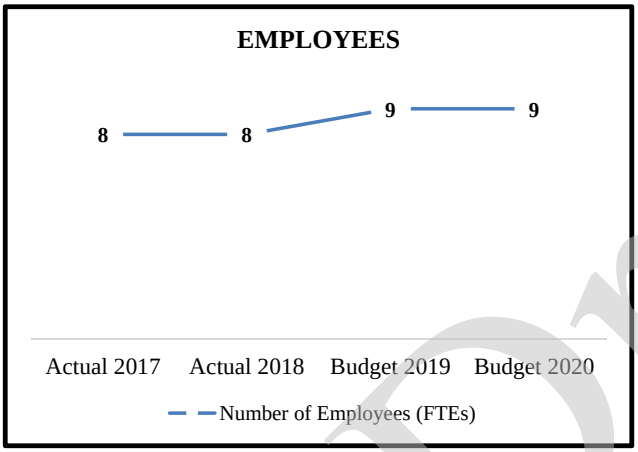
Budget Impact:

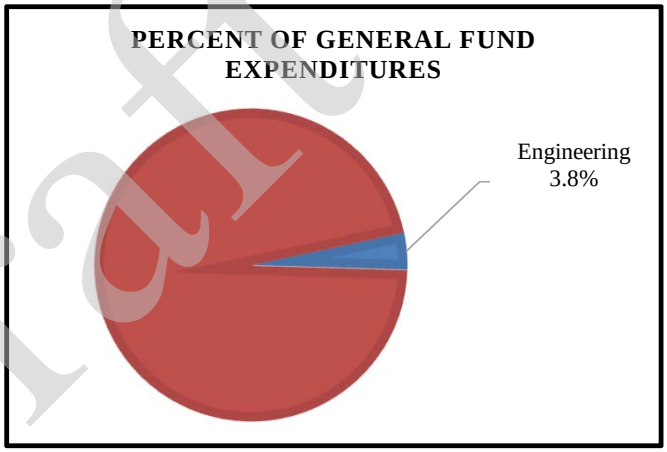
If your patience survived a city's reconstruction projects in your neighborhood, CONGRATULATIONS! Road and utility construction projects equate to one big nuisance: roads closed, detours, access issues, noise, dust, periodic loss of water service, etc. How more disrupting can we be to your everyday life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

Our department consistently seeks the continuing education to ensure we stay sharp in our field 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 continuing to improving our system service and internal systems in 2020. We anticipate this will be another 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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2020 Annual Budget
Division: 41- ENGINEERING

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
41 - ENGINEERING					
6002 - WAGES	421,838.06	523,292.85	507,900.00	545,200.00	616,500.00
6005 - OVERTIME-FT	30,727.14	53,906.77	54,500.00	50,500.00	54,500.00
6015 - WAGES - PART TIME/TEMP	18,351.69	15,965.51	17,600.00	17,600.00	18,200.00
6017 - OVERTIME-PART TIME/TEMP	2,463.12	3,753.47	1,500.00	1,900.00	1,500.00
WAGES	**473,380.01**	**596,918.60**	**581,500.00**	**615,200.00**	**690,700.00**
6122 - PERA	33,786.79	43,187.85	39,100.00	45,000.00	50,400.00
6124 - FICA	34,527.76	42,863.41	41,400.00	47,400.00	52,900.00
6135 - HEALTH	45,553.38	66,192.58	83,000.00	94,400.00	109,300.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,298.08	2,728.85	3,400.00	3,400.00	3,800.00
6140 - LIFE/LTD	1,148.54	1,461.95	2,000.00	2,000.00	2,200.00
6145 - DENTAL	2,378.48	3,051.54	4,000.00	4,100.00	4,500.00
6170 - WORKERS COMPENSATION	2,236.36	7,159.59	9,000.00	9,300.00	10,400.00
6180 - COMPENSATED ABSENCES	(51,620.17)	11,497.10	12,600.00	13,000.00	14,700.00
6186 - PENSION EXPENSE	1,464.00	5,148.00	0.00	0.00	0.00
BENEFITS	**71,773.22**	**183,290.87**	**194,500.00**	**218,600.00**	**248,200.00**
WAGES & BENEFITS	**545,153.23**	**780,209.47**	**776,000.00**	**833,800.00**	**938,900.00**
6202 - OPERATING SUPPLIES	8,102.96	907.33	6,000.00	6,000.00	6,000.00
6210 - OFFICE SUPPLIES	2,364.27	4,208.06	2,700.00	2,700.00	2,700.00
6212 - UNIFORMS/CLOTHING	49.50	189.97	600.00	600.00	600.00
6213 - FOOD	396.97	0.00	200.00	200.00	200.00
6222 - MOTOR FUELS & LUBRICANTS	2,726.07	4,159.19	2,500.00	3,000.00	3,000.00
6240 - EQUIPMENT MAINT SUPPLIES	599.99	465.23	2,000.00	2,000.00	2,000.00
6310 - ATTORNEY	1,054.00	4,070.00	4,300.00	2,000.00	4,300.00
6312 - ENGINEERING/DESIGN CONSULTANT	29,391.38	15,450.00	10,000.00	10,000.00	10,000.00
6316 - EQUIPMENT MAINTENANCE	379.98	4,030.69	0.00	0.00	0.00
6318 - FILING FEES	(162.00)	(16.00)	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	493.00	396.30	3,500.00	43,000.00	3,500.00
6332 - POSTAGE	592.80	1,538.56	1,000.00	1,500.00	1,300.00
6334 - TELEPHONE	6,240.81	6,699.63	6,900.00	6,500.00	6,900.00
6336 - PRINTING/PUBLISHING	3,862.91	2,402.41	2,000.00	2,000.00	2,000.00
6339 - COMPUTER ACCESS	1,017.49	840.24	1,000.00	1,000.00	1,000.00
6351 - INSURANCE PREMIUM (IS FUND)	6,250.00	8,760.00	8,500.00	8,100.00	8,000.00
6410 - SOFTWARE - ANNUAL FEES	11,159.75	22,046.08	15,700.00	31,300.00	18,600.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	23,000.04	24,200.04	25,400.00	25,400.00	47,500.00
6420 - EQUIPMENT RENT	58.73	201.80	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	10,299.96	11,499.96	16,600.00	16,600.00	15,800.00
6430 - BUILDING RENT (IS FUND)	19,400.04	16,899.96	16,900.00	16,900.00	35,800.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,164.00	3,075.00	4,000.00	4,000.00	4,000.00
6475 - TRAVEL/SUBSISTENCE	326.80	82.89	600.00	600.00	600.00
6480 - DUES	420.49	1,097.50	800.00	800.00	800.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	250.95	26.28	200.00	400.00	400.00
SUPPLIES AND SERVICES	**131,440.89**	**133,231.12**	**131,400.00**	**184,600.00**	**175,000.00**
6650 - CREDIT CARD FEES	0.11	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.11**	**0.00**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	0.00	0.00	0.00	6,000.00
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**	**6,000.00**
Total 41 - ENGINEERING	**676,594.23**	**913,440.59**	**907,400.00**	**1,018,400.00**	**1,119,900.00**

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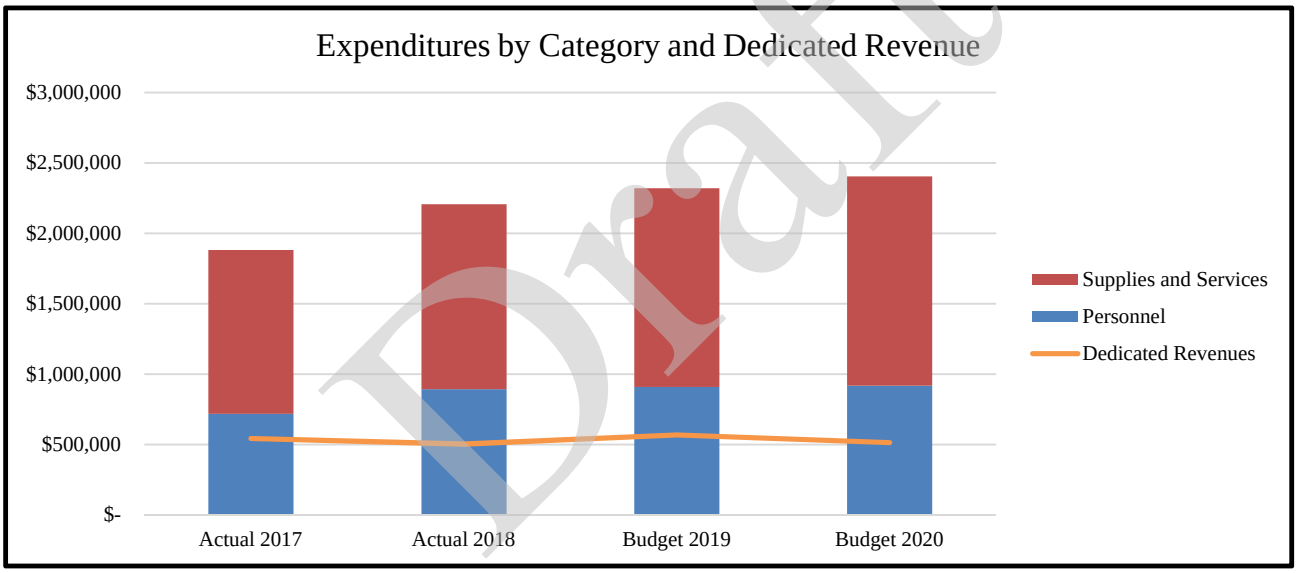
Division: **Street Maintenance**
Category: Public Works

Description of Services:

Maintain bituminous and gravel roadways/alleys, traffic signs/striping, snowplowing/ice control, street sign fabrication/installation, boulevard tree trimming/removal, disease tree prevention and Gopher State One locating services.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 716,685	$ 892,828	$ 912,800	$ 909,300	$ 918,700
Supplies and Services	1,165,906	1,314,352	1,356,400	1,411,400	1,486,600
Totals	$ 1,882,591	$ 2,207,180	$ 2,269,200	$ 2,320,700	$ 2,405,300
Dedicated Revenues	$ 543,167	$ 502,740	$ 496,800	$ 567,300	$ 514,000



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Key Measures:

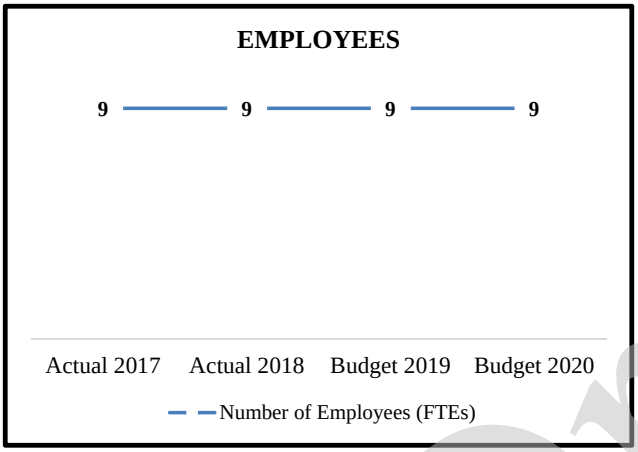
	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Street Miles	155.2	158.9	161.5	163
Streets Sealcoated (in CL-Miles)	13.3	13.3	16.2	20
Alley Miles	10.3	10.3	10.3	10.3
Alleys Paved (Miles)	2.01	2.28	2.28	2.28
Number of Street Lights	2,348	2,393	2,463	2,540
Street lights replaced (Poles/Fixtures/Repaired)	8/9/6	26/all/14	50/6/60	40/6/15
Number of Signs	4,312	4,400	4,643	4,700
Number of Signs replaced	151	327	250	250
Snowplowing Occurrences	14	19	21	15

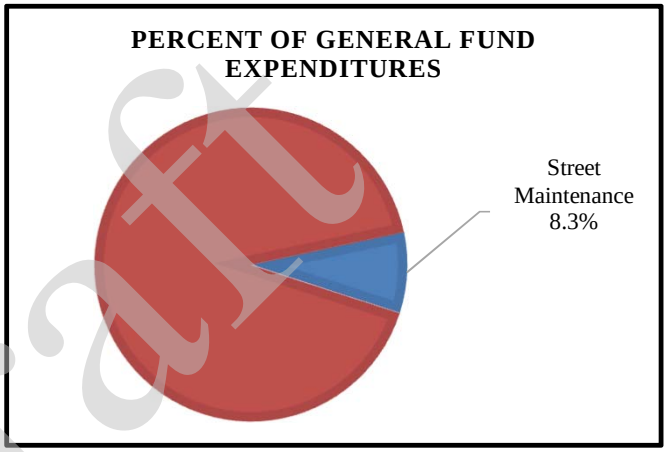
Budget Impact:

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 13 full-time and 8 summer seasonal part-time staff assigned to the Streets Maintenance Division, Sewer and Surface Water Divisions that maintain the 161.5 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 whopper snow storm every now and again.





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2020 Annual Budget
Division: 42- STREET MAINTENANCE

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
42 - STREET MAINTENANCE					
6002 - WAGES	487,069.83	547,925.87	599,700.00	546,100.00	580,600.00
6005 - OVERTIME-FT	20,755.02	60,211.44	38,000.00	70,000.00	40,000.00
6015 - WAGES - PART TIME/TEMP	15,641.63	30,921.14	27,400.00	38,700.00	28,100.00
6017 - OVERTIME-PART TIME/TEMP	0.00	257.10	0.00	0.00	0.00
WAGES	**523,466.48**	**639,315.55**	**665,100.00**	**654,800.00**	**648,700.00**
6122 - PERA	38,022.31	45,661.57	49,000.00	43,900.00	46,400.00
6124 - FICA	36,929.50	44,898.47	51,900.00	47,600.00	49,500.00
6135 - HEALTH	69,649.59	92,137.29	91,400.00	105,500.00	115,300.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,024.38	8,106.89	3,700.00	3,800.00	3,800.00
6140 - LIFE/LTD	1,392.81	1,696.20	1,900.00	1,900.00	1,900.00
6145 - DENTAL	3,537.90	4,009.26	4,600.00	4,600.00	4,500.00
6170 - WORKERS COMPENSATION	29,237.09	35,682.84	33,600.00	35,300.00	36,700.00
6180 - COMPENSATED ABSENCES	11,425.24	21,319.58	11,600.00	11,900.00	11,900.00
BENEFITS	**193,218.82**	**253,512.10**	**247,700.00**	**254,500.00**	**270,000.00**
WAGES & BENEFITS	**716,685.30**	**892,827.65**	**912,800.00**	**909,300.00**	**918,700.00**
6202 - OPERATING SUPPLIES	48,278.64	61,759.49	52,000.00	52,000.00	45,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	1,981.50	63.33	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	196.50	641.89	500.00	500.00	500.00
6212 - UNIFORMS/CLOTHING	11,104.81	6,397.11	7,000.00	7,000.00	7,000.00
6213 - FOOD	261.53	186.65	200.00	200.00	200.00
6215 - MATERIALS	86,829.17	136,518.84	134,500.00	174,500.00	137,000.00
6222 - MOTOR FUELS & LUBRICANTS	26,885.89	53,074.09	45,000.00	45,000.00	45,000.00
6230 - BUILDING MAINT SUPPLIES	6,166.98	0.00	0.00	0.00	0.00
6240 - EQUIPMENT MAINT SUPPLIES	18,611.45	47,068.03	45,000.00	45,000.00	45,000.00
6250 - MERCHANDISE	62.15	0.00	0.00	0.00	0.00
6312 - ENGINEERING/DESIGN CONSULTANT	2,400.00	0.00	0.00	300.00	0.00
6315 - BUILDING MAINT.	24,561.71	400.00	400.00	400.00	400.00
6316 - EQUIPMENT MAINTENANCE	54,835.43	48,466.95	50,000.00	50,000.00	50,000.00
6322 - PAVEMENT PRESERVATION	404,969.15	405,600.04	430,000.00	430,000.00	510,000.00
6326 - CLEANING SERVICES	1,549.00	17,039.00	19,500.00	19,500.00	20,000.00
6327 - OTHER PROF SERVICES	78,118.55	80,048.33	101,500.00	111,500.00	111,500.00
6332 - POSTAGE	13.31	3.46	100.00	100.00	100.00
6334 - TELEPHONE	4,793.00	4,481.47	4,400.00	4,400.00	4,400.00
6336 - PRINTING/PUBLISHING	3,530.39	2,525.98	3,300.00	4,300.00	4,300.00
6338 - ADVERTISING	34.07	31.20	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	40,560.00	39,770.00	38,600.00	37,400.00	37,100.00
6362 - ELECTRIC	60,443.09	72,167.42	69,000.00	69,000.00	69,000.00
6364 - WATER	6,543.96	8,978.80	6,000.00	6,500.00	6,500.00
6365 - GAS	21,783.60	31,997.94	25,000.00	25,000.00	25,000.00
6366 - SEWER	4,708.50	5,403.19	4,000.00	4,500.00	4,500.00
6367 - REFUSE	3,373.17	3,837.77	5,000.00	5,000.00	5,000.00
6368 - STORM	3,922.80	3,922.80	0.00	3,900.00	3,900.00
6410 - SOFTWARE - ANNUAL FEES	902.50	902.50	1,000.00	1,000.00	1,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	23,000.04	24,200.04	25,400.00	25,400.00	28,500.00
6420 - EQUIPMENT RENT	1.95	0.51	0.00	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	188,200.08	214,300.08	243,600.00	243,600.00	268,900.00
6430 - BUILDING RENT (IS FUND)	33,699.96	40,200.00	40,200.00	40,200.00	51,600.00
6435 - OTHER RENT	50.71	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,723.00	3,739.60	4,400.00	4,400.00	4,400.00
6475 - TRAVEL/SUBSISTENCE	0.00	0.00	0.00	0.00	0.00
6480 - DUES	500.62	523.28	500.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	309.07	102.57	300.00	300.00	300.00
SUPPLIES AND SERVICES	**1,165,906.28**	**1,314,352.36**	**1,356,400.00**	**1,411,400.00**	**1,486,600.00**
6610 - AWARDS & DAMAGES	0.00	0.00	0.00	0.00	0.00
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 42 - STREET MAINTENANCE	**1,882,591.58**	**2,207,180.01**	**2,269,200.00**	**2,320,700.00**	**2,405,300.00**

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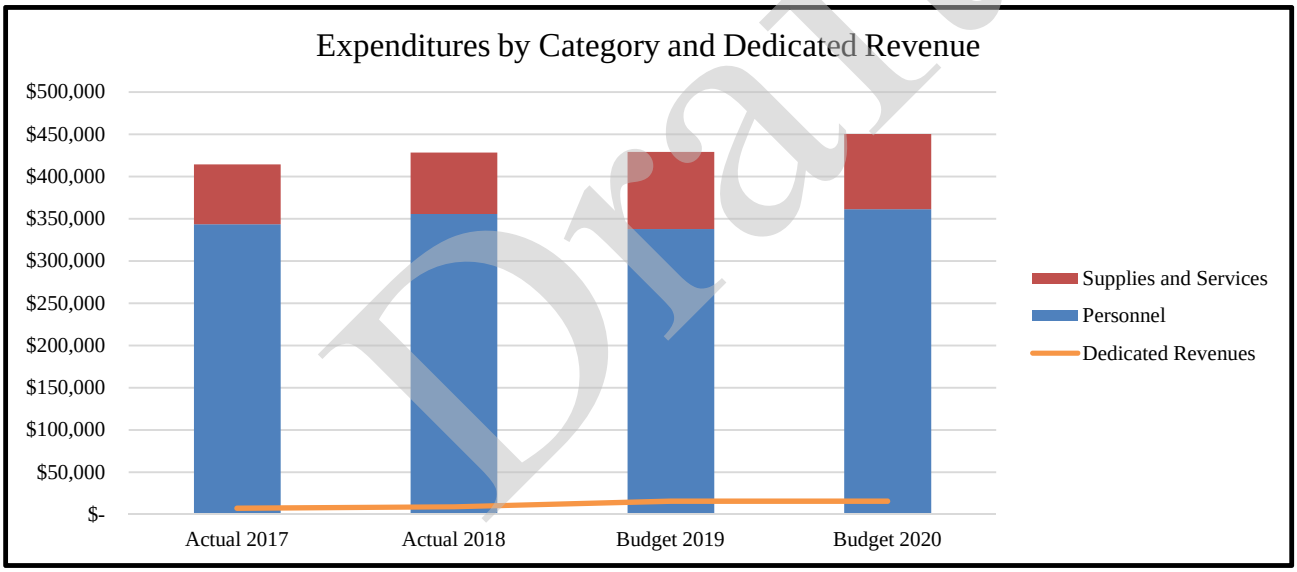
Division: **Fleet**
Category: Public Works

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, CDA and SPUC vehicles.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 343,621	$ 355,603	$ 378,700	$ 338,000	$ 361,400
Supplies and Services	71,034	73,012	86,000	91,300	89,100
Totals	$ 414,655	$ 428,615	$ 464,700	$ 429,300	$ 450,500
Dedicated Revenues	$ 7,148	$ 8,885	$ 21,300	$ 15,500	$ 15,500



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Vehicles/Pieces of Equipment	373	366	370	375
Gallons of Diesel Used (city equip)	35,740	44,689	39,000	40,000
Gallons of Unleaded Used (city equip)	55,110	55,692	57,000	57,500
Car/Truck Washes	1,500	1670	1,700	1,700

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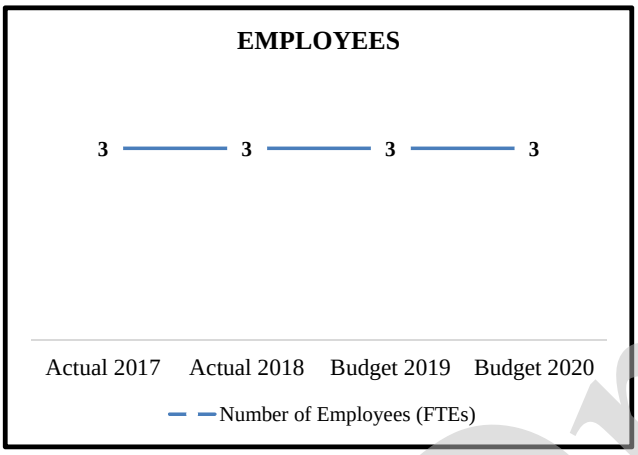
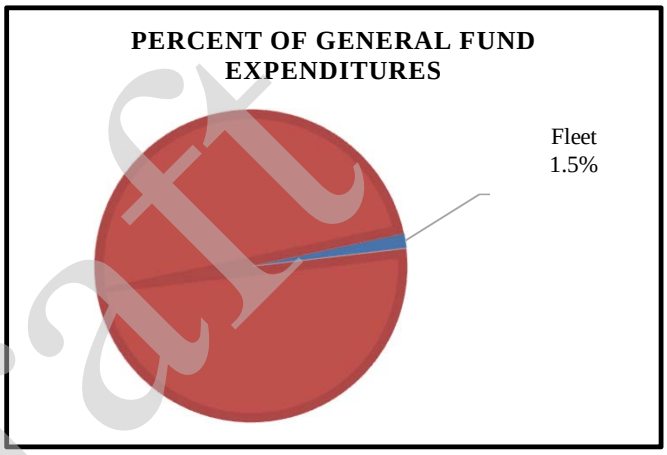
Budget Impact:

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 and one seasonal part-time employee 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 156,000 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 approximately 1,700 washes in 2019. 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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2020 Annual Budget
Division: 44- FLEET

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
44 - FLEET					
6002 - WAGES	242,005.58	250,159.96	250,700.00	232,500.00	247,900.00
6005 - OVERTIME-FT	2,868.48	1,440.02	1,900.00	5,300.00	8,500.00
6015 - WAGES - PART TIME/TEMP	3,888.72	5,549.03	8,700.00	8,700.00	8,900.00
WAGES	**248,762.78**	**257,149.01**	**261,300.00**	**246,500.00**	**265,300.00**
6122 - PERA	18,355.50	18,870.45	19,000.00	17,600.00	18,800.00
6124 - FICA	16,621.93	17,087.87	20,100.00	18,600.00	19,800.00
6135 - HEALTH	45,094.38	49,372.35	61,500.00	40,900.00	42,100.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,460.02	1,366.48	1,700.00	1,200.00	1,300.00
6140 - LIFE/LTD	702.98	689.35	800.00	600.00	700.00
6145 - DENTAL	1,753.49	1,529.87	2,000.00	1,400.00	1,500.00
6160 - UNEMPLOYMENT	1,268.78	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	6,730.27	7,015.72	7,100.00	7,500.00	8,000.00
6180 - COMPENSATED ABSENCES	2,870.74	2,521.78	5,200.00	3,700.00	3,900.00
BENEFITS	**94,858.09**	**98,453.87**	**117,400.00**	**91,500.00**	**96,100.00**
WAGES & BENEFITS	**343,620.87**	**355,602.88**	**378,700.00**	**338,000.00**	**361,400.00**
6202 - OPERATING SUPPLIES	6,974.53	9,715.55	9,900.00	10,400.00	10,100.00
6203 - TOOLS	0.00	86.19	7,500.00	7,500.00	7,500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	63.33	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	153.97	242.72	200.00	200.00	200.00
6212 - UNIFORMS/CLOTHING	3,576.24	2,360.19	2,500.00	2,500.00	2,500.00
6213 - FOOD	25.57	0.00	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	529.15	893.15	800.00	800.00	800.00
6240 - EQUIPMENT MAINT SUPPLIES	(11,043.46)	(12,009.64)	700.00	700.00	700.00
6250 - MERCHANDISE	0.00	0.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	270.16	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	8,931.40	19,095.10	10,300.00	13,300.00	15,100.00
6327 - OTHER PROF SERVICES	327.75	32.00	500.00	500.00	500.00
6332 - POSTAGE	0.00	53.50	0.00	0.00	0.00
6334 - TELEPHONE	2,039.87	2,065.07	2,000.00	2,000.00	2,000.00
6336 - PRINTING/PUBLISHING	477.35	1,005.94	1,000.00	2,200.00	1,000.00
6351 - INSURANCE PREMIUM (IS FUND)	3,060.00	3,780.00	3,700.00	3,600.00	3,500.00
6362 - ELECTRIC	3,066.40	3,167.93	3,000.00	3,000.00	3,000.00
6364 - WATER	587.31	654.40	500.00	500.00	500.00
6367 - REFUSE	0.00	0.00	0.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	25,750.86	10,999.21	10,600.00	11,300.00	10,600.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	11,499.96	12,099.96	12,700.00	12,700.00	10,100.00
6430 - BUILDING RENT (IS FUND)	14,000.04	17,000.04	17,000.00	17,000.00	17,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	732.00	1,424.00	3,000.00	3,000.00	3,000.00
6480 - DUES	25.00	25.00	100.00	100.00	100.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	49.50	258.74	0.00	0.00	0.00
SUPPLIES AND SERVICES	**71,033.60**	**73,012.38**	**86,000.00**	**91,300.00**	**89,100.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 44 - FLEET	**414,654.47**	**428,615.26**	**464,700.00**	**429,300.00**	**450,500.00**

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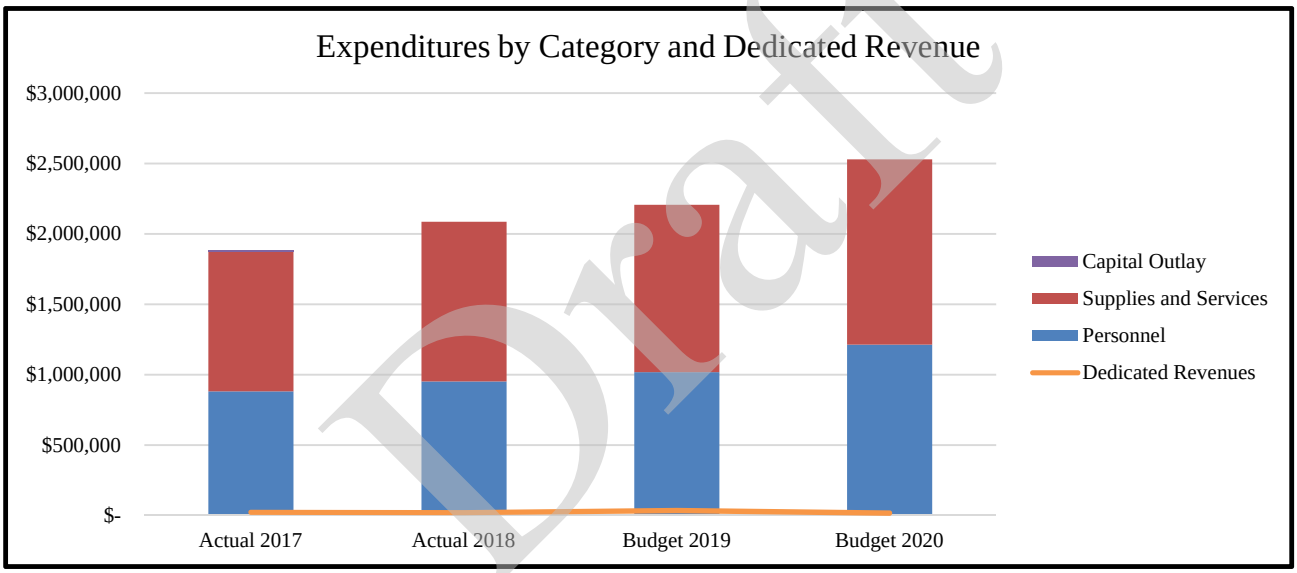
Division: **Park Maintenance**
Category: Public Works

Description of Services:

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

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 880,690	$ 951,268	$ 993,900	$ 1,018,200	$ 1,213,500
Supplies and Services	994,579	1,134,484	1,156,100	1,189,600	1,317,500
Capital Outlay	14,241	-	-	-	-
Totals	$ 1,889,510	$ 2,085,752	$ 2,150,000	$ 2,207,800	$ 2,531,000
Dedicated Revenues	$ 21,923	$ 19,200	$ 16,000	$ 34,000	$ 16,000



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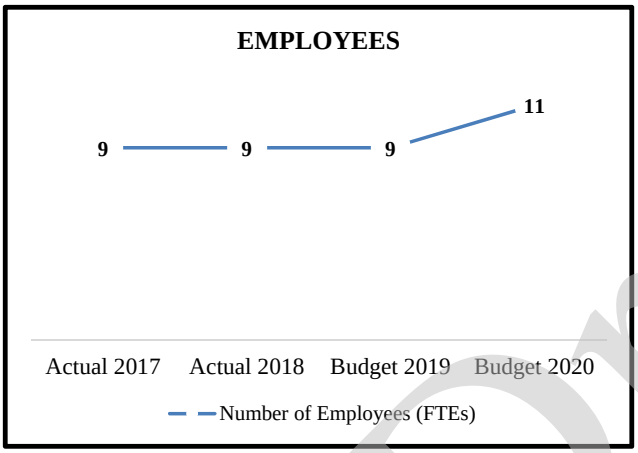
Key Measures:

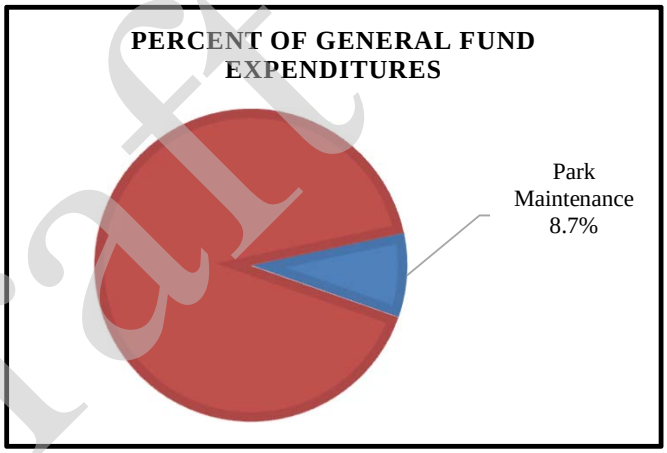
	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Acres of Land Mowed	194	197	197	197
Playgrounds	27	27	27	28
Outdoor Ice Rinks Maintained	12	12	12	8
Sports Fields Maintained	93	94	94	94
Park Facility Restrooms Maintained	14	13	13	13

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 almost 700 acres of parks/open space land with 43 parks, 27 playgrounds, 94 sports fields and 197 acres that are mowed? With great and efficient staff! The Parks Maintenance Division consists of nine full-time and 14 seasonal staff that do it all.

In 2019 public works supported several public events that made our city shine. Some were sporting events that brought hundreds of teams and thousands of spectators. City staff supported many tournaments and events including soccer, lacrosse, softball, youth softball, football, and youth and amateur baseball. Public works also supported several community events including Rhythm on the Rails, Iron Man bike ride, Taste of Shakopee, Wheelies Event, River Valley Festival, Pumpkins in the Park, American Cancer Society, Night to Unite, International Festival, Historical Society and a few clubs, Lions, Boy Scouts, Shakopee-Prior Lake Shock Waves water ski team, Pickle Ball, Pop-up Gardens, Deer Hunters Association and Adopt-a-Park. Of additional significance is the opening of the Lions Park Splash Pad. These events touch thousands and public works anchored these events along with other City Departments to meet our City goals and objectives. Our goal is to serve our citizens and we work hard at it with a knowledgeable dedicated staff.





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2020 Annual Budget
Division: 46- PARK MAINTENANCE

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
46 - PARK MAINTENANCE					
6002 - WAGES	598,254.89	622,503.22	615,400.00	630,900.00	771,400.00
6005 - OVERTIME-FT	7,344.47	16,986.54	12,700.00	24,100.00	12,700.00
6015 - WAGES - PART TIME/TEMP	56,765.37	58,377.58	119,600.00	119,300.00	122,700.00
WAGES	**662,364.73**	**697,867.34**	**747,700.00**	**774,300.00**	**906,800.00**
6122 - PERA	45,170.11	47,809.41	47,200.00	48,300.00	58,900.00
6124 - FICA	47,501.27	49,141.55	57,500.00	58,400.00	69,500.00
6135 - HEALTH	79,894.48	89,599.66	90,700.00	84,500.00	108,800.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,881.84	14,432.52	3,800.00	3,800.00	4,600.00
6140 - LIFE/LTD	1,735.92	1,760.29	1,800.00	1,800.00	2,300.00
6145 - DENTAL	4,667.20	3,974.74	4,500.00	4,500.00	5,500.00
6170 - WORKERS COMPENSATION	25,591.86	25,068.60	29,800.00	31,700.00	43,400.00
6180 - COMPENSATED ABSENCES	9,882.11	21,614.10	10,900.00	10,900.00	13,700.00
BENEFITS	**218,324.79**	**253,400.87**	**246,200.00**	**243,900.00**	**306,700.00**
WAGES & BENEFITS	**880,689.52**	**951,268.21**	**993,900.00**	**1,018,200.00**	**1,213,500.00**
6202 - OPERATING SUPPLIES	46,506.35	31,771.77	45,700.00	57,500.00	47,200.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	7,820.93	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	35.52	210.10	100.00	100.00	100.00
6212 - UNIFORMS/CLOTHING	13,158.62	8,108.89	10,000.00	10,000.00	10,000.00
6213 - FOOD	134.86	128.92	200.00	200.00	200.00
6215 - MATERIALS	34,539.50	40,997.41	41,000.00	56,000.00	41,000.00
6222 - MOTOR FUELS & LUBRICANTS	26,490.82	37,372.00	34,500.00	34,500.00	34,500.00
6230 - BUILDING MAINT SUPPLIES	2,595.97	7,443.54	2,500.00	2,500.00	2,500.00
6240 - EQUIPMENT MAINT SUPPLIES	16,080.77	35,853.94	35,000.00	35,000.00	35,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	577.06	0.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	10,360.09	19,668.40	10,000.00	10,000.00	10,000.00
6316 - EQUIPMENT MAINTENANCE	7,318.07	4,338.54	8,200.00	8,200.00	8,200.00
6322 - PAVEMENT PRESERVATION	60,000.00	61,183.50	60,000.00	60,000.00	60,000.00
6327 - OTHER PROF SERVICES	35,503.50	44,807.00	44,500.00	53,000.00	44,500.00
6334 - TELEPHONE	4,388.03	4,208.01	5,700.00	5,700.00	5,700.00
6336 - PRINTING/PUBLISHING	590.98	497.38	500.00	500.00	500.00
6338 - ADVERTISING	34.04	4,948.20	0.00	0.00	0.00
6339 - COMPUTER ACCESS	0.00	51.94	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	91,920.00	91,850.00	89,200.00	87,400.00	86,400.00
6362 - ELECTRIC	54,695.18	69,068.59	61,000.00	61,000.00	61,000.00
6364 - WATER	16,112.30	18,628.54	15,600.00	15,600.00	15,600.00
6365 - GAS	5,571.04	4,699.24	5,000.00	5,000.00	5,000.00
6366 - SEWER	671.25	613.50	800.00	800.00	800.00
6367 - REFUSE	0.00	100.00	0.00	0.00	0.00
6368 - STORM	15,227.79	15,312.12	17,500.00	17,500.00	17,500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	20,700.00	21,699.96	22,800.00	22,800.00	21,400.00
6425 - EQUIPMENT RENT (IS FUND)	118,299.96	127,599.96	147,100.00	147,100.00	178,200.00
6430 - BUILDING RENT (IS FUND)	31,500.00	38,199.96	38,200.00	38,200.00	51,000.00
6435 - OTHER RENT	8,692.91	8,323.20	9,000.00	9,000.00	9,000.00
6440 - PARK RENT (IS FUND)	372,000.00	427,400.04	449,600.00	449,600.00	569,800.00
6472 - CONFERENCE/SCHOOL/TRAINING	475.00	1,201.50	2,000.00	2,000.00	2,000.00
6480 - DUES	180.00	267.95	200.00	200.00	200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	219.54	108.57	200.00	200.00	200.00
SUPPLIES AND SERVICES	**994,579.15**	**1,134,483.60**	**1,156,100.00**	**1,189,600.00**	**1,317,500.00**
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
6760 - IMPROVEMENTS	13,528.95	0.00	0.00	0.00	0.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	712.05	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	**14,241.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 46 - PARK MAINTENANCE	**1,889,509.67**	**2,085,751.81**	**2,150,000.00**	**2,207,800.00**	**2,531,000.00**

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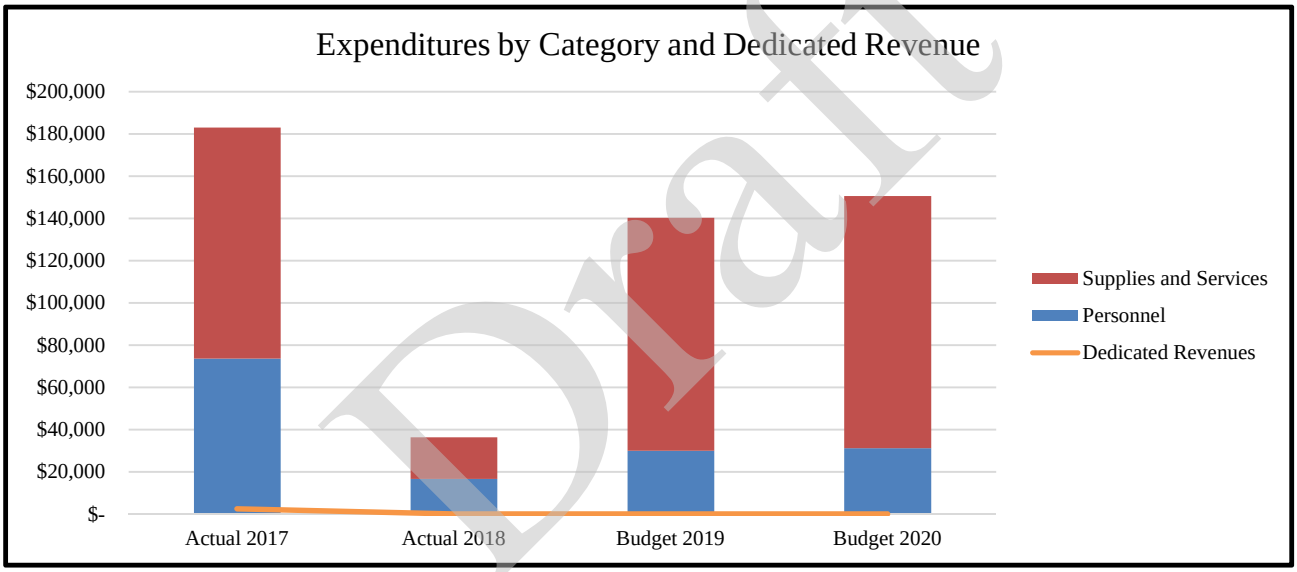
Division: **Natural Resources**
Category: Public Works

Description of Services:

Identify, recommend, develop, and coordinate ecologically sound development and management practices. Manage trees through pruning and the City's Emerald Ash Borer treatment program.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 73,603	$ 16,551	$ 29,500	$ 30,000	$ 31,200
Supplies and Services	109,518	19,785	103,600	110,300	119,500
Totals	$ 183,121	$ 36,336	$ 133,100	$ 140,300	$ 150,700
Dedicated Revenues	$ 2,450	$ -	$ 1,200	$ -	$ -



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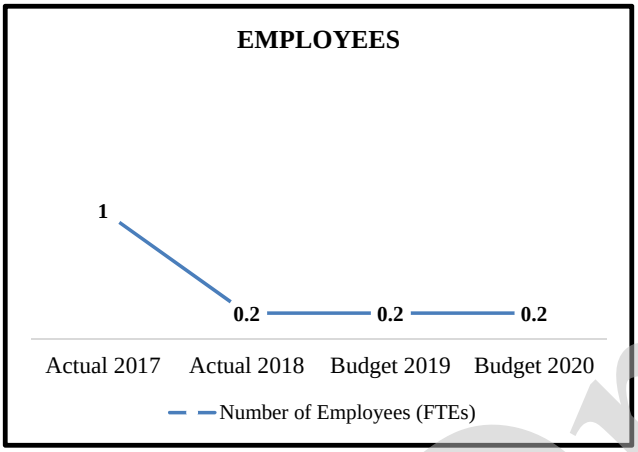
Key Measures:

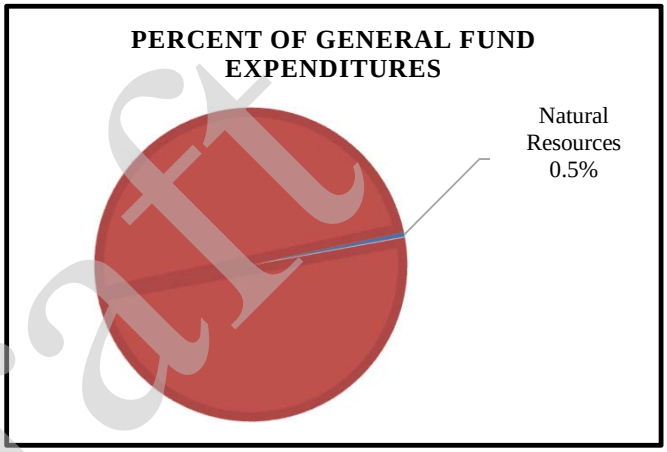
	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Trees Pruned (contractor)	940	0	1698	794
Ash Trees Treated	185	161	203	185
Trees Planted	398	264	257	250
Trees Sold at Tree Sale	157	99	72	100
Acres Stormwater Pond Buffer Managed	15	15	15	15

Budget Impact:

Natural Resources can be destroyed in a matter of seconds by nature and developers 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 on natural resources and the environment 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 ten 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.





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2020 Annual Budget
Division: 66- NATURAL RESOURCES

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
66 - NATURAL RESOURCES					
6002 - WAGES	50,317.38	12,593.40	16,600.00	17,300.00	17,800.00
6005 - OVERTIME-FT	1,876.41	0.00	500.00	200.00	500.00
6015 - WAGES - PART TIME/TEMP	6,822.79	0.00	8,800.00	8,800.00	9,100.00
WAGES	**59,016.58**	**12,593.40**	**25,900.00**	**26,300.00**	**27,400.00**
6122 - PERA	3,816.57	945.14	1,200.00	1,300.00	1,300.00
6124 - FICA	4,498.74	965.49	2,000.00	2,000.00	2,100.00
6135 - HEALTH	5,232.23	981.95	0.00	0.00	0.00
6139 - POST EMPLOYMENT HEALTH PLAN	330.41	67.24	0.00	0.00	0.00
6140 - LIFE/LTD	145.67	26.08	0.00	0.00	0.00
6145 - DENTAL	370.81	67.18	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	798.00	873.48	400.00	400.00	400.00
6180 - COMPENSATED ABSENCES	(605.73)	0.00	0.00	0.00	0.00
6186 - PENSION EXPENSE	0.00	31.00	0.00	0.00	0.00
BENEFITS	**14,586.70**	**3,957.56**	**3,600.00**	**3,700.00**	**3,800.00**
WAGES & BENEFITS	**73,603.28**	**16,550.96**	**29,500.00**	**30,000.00**	**31,200.00**
6202 - OPERATING SUPPLIES	466.16	17.58	500.00	0.00	500.00
6210 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
6215 - MATERIALS	0.00	0.00	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	638.82	857.32	1,000.00	1,000.00	1,000.00
6240 - EQUIPMENT MAINT SUPPLIES	23.00	9.00	0.00	0.00	0.00
6310 - ATTORNEY	35.00	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	95,677.52	10,863.72	96,000.00	104,000.00	116,000.00
6332 - POSTAGE	0.00	0.00	0.00	0.00	0.00
6334 - TELEPHONE	617.38	0.00	0.00	0.00	0.00
6336 - PRINTING/PUBLISHING	39.86	0.00	400.00	0.00	400.00
6339 - COMPUTER ACCESS	455.13	367.05	500.00	0.00	500.00
6351 - INSURANCE PREMIUM (IS FUND)	740.00	240.00	200.00	300.00	200.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	4,599.96	4,800.00	5,000.00	5,000.00	100.00
6425 - EQUIPMENT RENT (IS FUND)	2,199.96	2,400.00	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	3,500.04	0.00	0.00	0.00	800.00
6472 - CONFERENCE/SCHOOL/TRAINING	294.71	0.00	0.00	0.00	0.00
6475 - TRAVEL/SUBSISTENCE	0.00	0.00	0.00	0.00	0.00
6480 - DUES	230.62	230.06	0.00	0.00	0.00
SUPPLIES AND SERVICES	**109,518.16**	**19,784.73**	**103,600.00**	**110,300.00**	**119,500.00**
Total 66 - NATURAL RESOURCES	**183,121.44**	**36,335.69**	**133,100.00**	**140,300.00**	**150,700.00**

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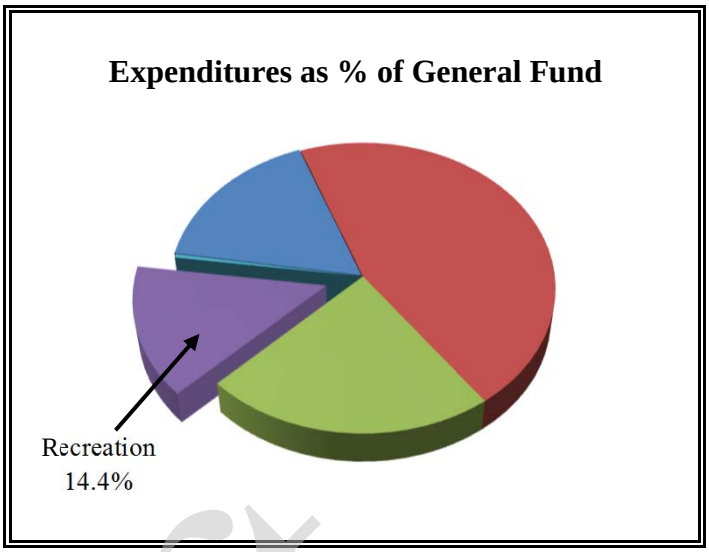
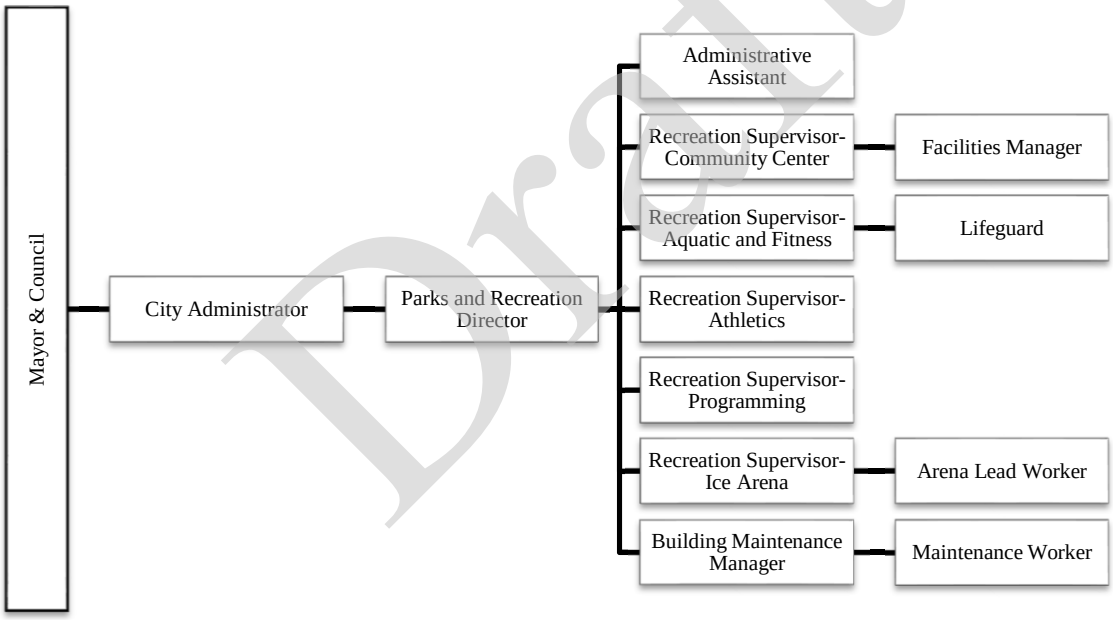
Recreation

Divisions:

The main division under Recreation consist of the following:

- Recreation





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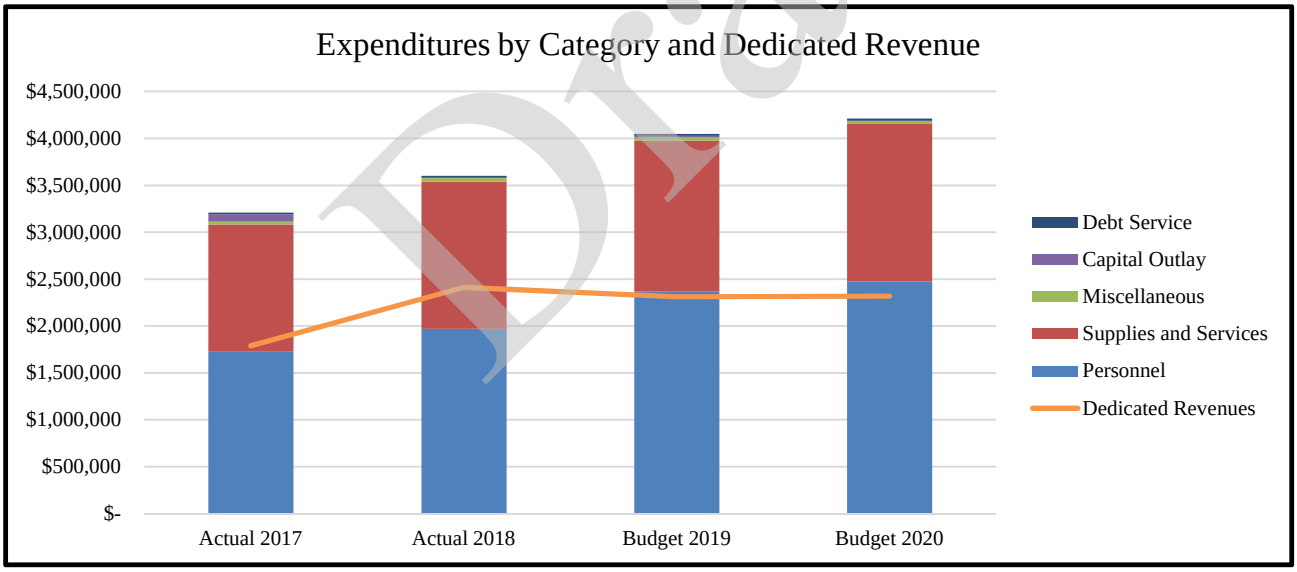
Division: **Recreation**
Category: Recreation

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 operations of the Community Center, Ice Arena, Aquatic Park, and Youth Building; and collaborating with other departments for parks/trail maintenances, park land acquisition, and parks/trail development.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 1,731,144	$ 1,971,759	$ 2,256,800	$ 2,368,400	$ 2,475,600
Supplies and Services	1,349,931	1,566,234	1,617,900	1,607,100	1,678,000
Miscellaneous	30,665	38,451	32,600	34,700	34,700
Capital Outlay	79,100	2,095	-	16,600	-
Debt Service	16,605	22,140	22,200	22,100	22,100
Totals	$ 3,207,445	$ 3,600,679	$ 3,929,500	$ 4,048,900	$ 4,210,400
Dedicated Revenues	$ 1,787,747	$ 2,411,436	$ 2,193,200	$ 2,311,800	$ 2,319,300



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
# of Members	6,581	5,114	5,590	5,900
# of Memberships	2,085	2,105	2,300	2,400
CC Daily Use (Members & Admissions)	130,000	218,286	219,000	220,000
Program Participation	16,970	15,316	15,500	15,700
SandVenture Membership	160	148	105	100
SandVenture Admissions	19,276	19,512	19,909	20,000
Ice Rental Hours	2,834	3,249	3,260	4,000

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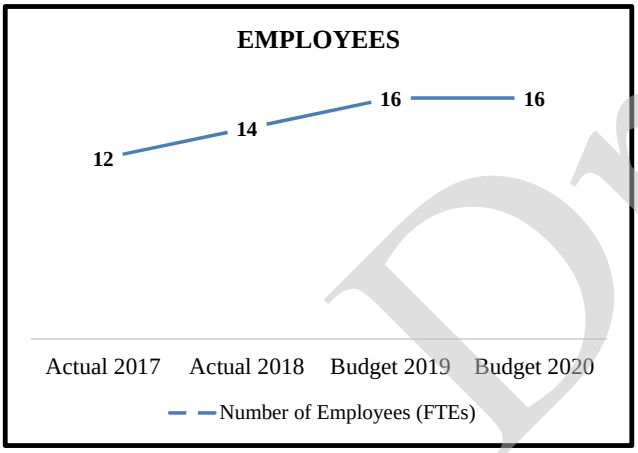
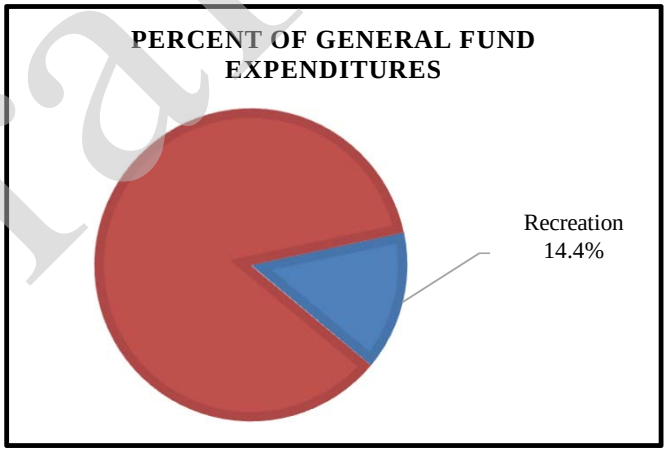
Budget Impact:

Shakopee's parks, trails, and recreation facilities improve the local tax base and increase property values. National studies cite quality parks and recreation as key factors that businesses and prospective homeowners consider when making relocation decisions. Consequently, Shakopee's parks, trails, and recreation facilities are a tangible reflection of the high quality of life available to citizens in the community. Shakopee is a community that affords residents access to programs and places which can help reduce stress, lower health care costs, and deepen connections with others, as well as opportunities and spaces to explore the community and recreate outdoors in nature.

The trending growth in Community Center and Ice Arena key measures reflect the positive return on investment in these critical facilities. Memberships and rental hours translate to increased revenues for both facilities in 2019 and are expected to continue growing in 2020. Parks and Recreation Staff constantly strive to ensure that customers have a great experience every time they step into a facility, participate in a program, or attend an event in a Shakopee park. Some staffing positions have a tremendous amount of turnover and filling those vacancies is very difficult with such a competitive market in today's economy. Staffing will remain a constant challenge because it is the key to quality customer service and to maintaining quality programs and facilities.

In the years ahead, Shakopee will have opportunities to build on it's strong reputation in the field of parks and recreation by implementing key ideas proposed in the recently approved Parks, Recreation, and Trails Master Plan. Through additional partnerships and sponsorships like those that proven critical to serving our residents, Shakopee will further grow Shakopee's sense of public pride and cohesion in our community.





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2020 Annual Budget
Division: 67- RECREATION

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
67 - RECREATION					
6002 - WAGES	793,207.74	829,583.18	926,400.00	998,700.00	1,064,500.00
6005 - OVERTIME-FT	1,885.85	4,079.09	2,100.00	1,900.00	1,800.00
6015 - WAGES - PART TIME/TEMP	574,587.03	740,725.62	879,500.00	866,800.00	870,400.00
6017 - OVERTIME-PART TIME/TEMP	18,836.72	16,600.03	14,100.00	13,300.00	13,300.00
WAGES	**1,388,517.34**	**1,590,987.92**	**1,822,100.00**	**1,880,700.00**	**1,950,000.00**
6122 - PERA	80,392.77	88,408.07	78,400.00	82,900.00	87,900.00
6124 - FICA	103,215.08	120,588.07	138,500.00	144,000.00	150,200.00
6135 - HEALTH	91,311.08	115,362.91	130,600.00	169,800.00	188,300.00
6139 - POST EMPLOYMENT HEALTH PLAN	5,137.33	5,377.68	5,900.00	6,300.00	6,700.00
6140 - LIFE/LTD	2,291.26	2,359.22	2,700.00	3,000.00	3,200.00
6145 - DENTAL	5,160.18	5,586.00	7,100.00	7,500.00	8,100.00
6160 - UNEMPLOYMENT	175.11	455.27	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	37,411.32	41,152.48	53,000.00	56,200.00	62,000.00
6180 - COMPENSATED ABSENCES	15,975.56	(1,442.35)	18,500.00	18,000.00	19,200.00
6186 - PENSION EXPENSE	1,557.00	2,924.00	0.00	0.00	0.00
BENEFITS	**342,626.69**	**380,771.35**	**434,700.00**	**487,700.00**	**525,600.00**
WAGES & BENEFITS	**1,731,144.03**	**1,971,759.27**	**2,256,800.00**	**2,368,400.00**	**2,475,600.00**
6202 - OPERATING SUPPLIES	102,759.88	108,412.42	122,200.00	117,200.00	121,800.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	3,238.80	4,935.63	3,300.00	2,800.00	3,000.00
6211 - RECREATION SUPPLIES	6,742.46	0.00	0.00	0.00	0.00
6212 - UNIFORMS/CLOTHING	7,735.18	12,604.47	9,000.00	7,700.00	7,700.00
6213 - FOOD	1,050.00	653.53	800.00	700.00	1,200.00
6215 - MATERIALS	55.20	56.24	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	918.48	1,430.62	1,200.00	1,600.00	1,600.00
6230 - BUILDING MAINT SUPPLIES	40,464.51	35,263.62	48,500.00	42,400.00	42,500.00
6240 - EQUIPMENT MAINT SUPPLIES	6,939.28	9,832.86	10,500.00	9,000.00	9,100.00
6250 - MERCHANDISE	21,040.36	17,240.37	19,800.00	15,500.00	15,000.00
6310 - ATTORNEY	1,606.25	1,395.00	500.00	600.00	500.00
6315 - BUILDING MAINT.	62,578.52	82,474.42	60,500.00	67,800.00	69,000.00
6316 - EQUIPMENT MAINTENANCE	8,270.70	2,691.00	9,800.00	4,400.00	4,700.00
6318 - FILING FEES	0.00	0.00	0.00	0.00	0.00
6324 - TRANSPORTATION	6,801.12	0.00	0.00	0.00	0.00
6325 - PERFORMERS/ INSTRUCTORS	1,336.00	0.00	0.00	0.00	0.00
6326 - CLEANING SERVICES	95,664.00	96,219.00	101,200.00	87,500.00	67,000.00
6327 - OTHER PROF SERVICES	60,187.44	76,092.17	60,200.00	76,800.00	72,400.00
6332 - POSTAGE	5,666.75	4,990.09	8,100.00	6,300.00	6,300.00
6334 - TELEPHONE	10,496.63	12,501.20	10,400.00	14,200.00	13,000.00
6336 - PRINTING/PUBLISHING	31,106.49	32,064.88	34,000.00	32,300.00	29,600.00
6338 - ADVERTISING	1,536.25	1,627.95	5,000.00	5,000.00	18,000.00
6339 - COMPUTER ACCESS	0.00	2,932.26	0.00	2,500.00	2,500.00
6351 - INSURANCE PREMIUM (IS FUND)	34,820.00	46,900.00	45,500.00	48,600.00	48,000.00
6352 - LIABILITY	0.00	0.00	0.00	400.00	0.00
6360 - UTILITY SERVICE	3,373.02	3,422.64	2,800.00	3,200.00	3,200.00
6362 - ELECTRIC	298,414.16	366,926.96	346,000.00	381,000.00	372,000.00
6364 - WATER	23,806.59	20,383.05	24,700.00	18,300.00	19,600.00
6365 - GAS	80,162.36	94,729.77	121,400.00	96,300.00	98,300.00
6366 - SEWER	10,058.30	10,559.24	11,900.00	11,500.00	12,000.00
6367 - REFUSE	1,061.91	0.00	0.00	0.00	0.00
6368 - STORM	12,210.50	12,245.64	12,300.00	12,200.00	12,200.00
6410 - SOFTWARE - ANNUAL FEES	15,361.13	18,761.62	17,800.00	18,700.00	18,700.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	32,199.96	33,699.96	35,300.00	35,300.00	98,000.00
6420 - EQUIPMENT RENT	30,556.38	41,831.04	43,600.00	42,200.00	42,200.00
6425 - EQUIPMENT RENT (IS FUND)	21,300.00	37,000.00	27,700.00	27,700.00	28,800.00
6430 - BUILDING RENT (IS FUND)	285,600.00	353,900.04	398,800.00	398,800.00	407,100.00
6435 - OTHER RENT	6,573.53	659.31	500.00	1,200.00	500.00
6472 - CONFERENCE/SCHOOL/TRAINING	8,348.48	9,857.70	10,500.00	7,300.00	19,500.00
6475 - TRAVEL/SUBSISTENCE	4,317.96	2,898.72	7,200.00	5,100.00	9,100.00
6480 - DUES	5,572.00	8,670.51	6,500.00	5,000.00	3,900.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	369.72	400.00	0.00	0.00
SUPPLIES AND SERVICES	**1,349,930.58**	**1,566,233.65**	**1,617,900.00**	**1,607,100.00**	**1,678,000.00**
6610 - AWARDS & DAMAGES	0.00	6,000.00	0.00	0.00	0.00
6650 - CREDIT CARD FEES	28,632.51	30,445.35	30,000.00	32,200.00	32,200.00
6660 - BANK FEES- NSF FEE	446.00	(44.19)	0.00	0.00	0.00
6661 - CASH SHORT	118.65	143.25	100.00	0.00	0.00
6670 - RECREATION SCHOLARSHIPS	1,358.00	1,907.00	2,500.00	2,500.00	2,500.00
6671 - DONATED GIFT CARDS	110.00	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**30,665.16**	**38,451.41**	**32,600.00**	**34,700.00**	**34,700.00**
6740 - EQUIPMENT	79,100.00	2,095.35	0.00	16,600.00	0.00
CAPITAL OUTLAY	**79,100.00**	**2,095.35**	**0.00**	**16,600.00**	**0.00**
6830 - CAPITAL LEASE PAYMENT	13,769.59	18,787.67	16,400.00	19,900.00	21,100.00
6890 - DEBT SERVICE - OTHER CHARGES	2,835.41	3,352.33	5,800.00	2,200.00	1,000.00
DEBT SERVICE	**16,605.00**	**22,140.00**	**22,200.00**	**22,100.00**	**22,100.00**
Total 67 - RECREATION	**3,207,444.77**	**3,600,679.68**	**3,929,500.00**	**4,048,900.00**	**4,210,400.00**

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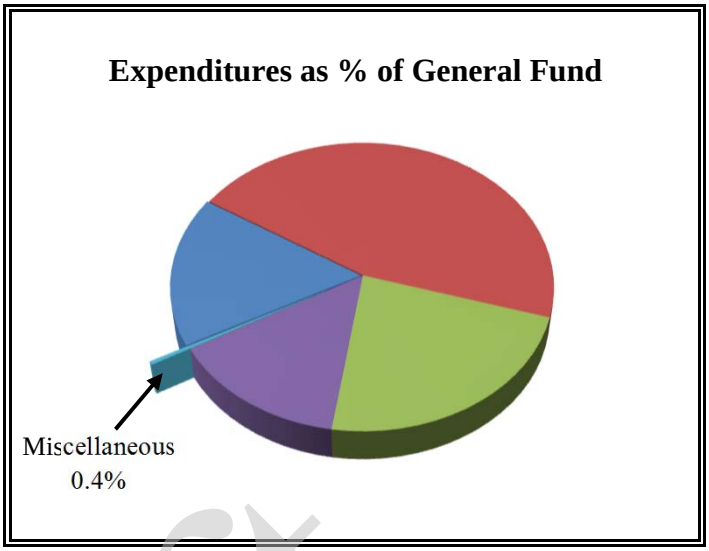
Miscellaneous

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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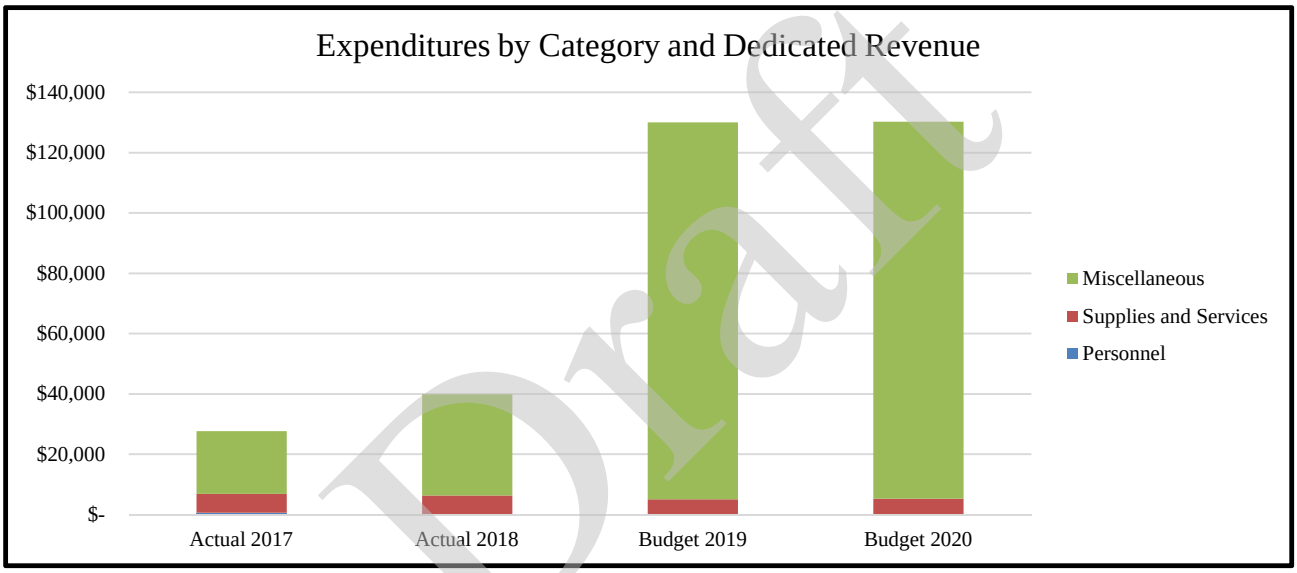
Division: **Unallocated**
Category: Miscellaneous

Description of Services:

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

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 636	$ -	$ -	$ -	$ -
Supplies and Services	6,250	6,370	6,300	5,100	5,300
Miscellaneous	20,733	33,454	125,000	125,000	125,000
Totals	$ 27,619	$ 39,824	$ 131,300	$ 130,100	$ 130,300



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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.

2020 Annual Budget
Division: 91- UNALLOCATED

Object Account	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Requested Budget 2020
91 - UNALLOCATED					
6005 - OVERTIME-FT	443.14	0.00	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	54.34	0.00	0.00	0.00	0.00
WAGES	**497.48**	**0.00**	**0.00**	**0.00**	**0.00**
6122 - PERA	33.23	0.00	0.00	0.00	0.00
6124 - FICA	36.85	0.00	0.00	0.00	0.00
6135 - HEALTH	45.03	0.00	0.00	0.00	0.00
6140 - LIFE/LTD	0.57	0.00	0.00	0.00	0.00
6145 - DENTAL	1.58	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	21.64	0.00	0.00	0.00	0.00
BENEFITS	**138.90**	**0.00**	**0.00**	**0.00**	**0.00**
WAGES & BENEFITS	**636.38**	**0.00**	**0.00**	**0.00**	**0.00**
6202 - OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	6,250.00	6,370.00	6,300.00	5,100.00	5,300.00
6420 - EQUIPMENT RENT	0.00	0.00	0.00	0.00	0.00
SUPPLIES AND SERVICES	**6,250.00**	**6,370.00**	**6,300.00**	**5,100.00**	**5,300.00**
6620 - PROPERTY TAX/SPECIAL ASSESS	1,103.04	0.00	0.00	0.00	0.00
6640 - DESIGNATED MISCELLANEOUS	19,629.96	33,453.69	50,000.00	50,000.00	50,000.00
6681 - CONTINGENCY	0.00	0.00	75,000.00	75,000.00	75,000.00
MISCELLANEOUS EXPENSE	**20,733.00**	**33,453.69**	**125,000.00**	**125,000.00**	**125,000.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 91 - UNALLOCATED	**27,619.38**	**39,823.69**	**131,300.00**	**130,100.00**	**130,300.00**

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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.

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2020 Annual Budget
SPECIAL REVENUE FUND SUMMARY

	SHAKOPEE GOVERNMENT TELEVISION	LODGING TAX	ECONOMIC DEVELOPMENT AUTHORITY	Total
TAXES	0.00	415,000.00	350,000.00	765,000.00
LICENSES AND PERMITS	32,000.00	0.00	0.00	32,000.00
MISCELLANEOUS	1,200.00	0.00	0.00	1,200.00
TOTAL REVENUES	**33,200.00**	**415,000.00**	**350,000.00**	**798,200.00**
GENERAL GOVERNMENT	0.00	(415,000.00)	0.00	(415,000.00)
ECONOMIC DEVELOPMENT	0.00	0.00	(364,285.00)	(364,285.00)
CAPITAL OUTLAY	(12,000.00)	0.00	0.00	(12,000.00)
TOTAL EXPENDITURES	**(12,000.00)**	**(415,000.00)**	**(364,285.00)**	**(791,285.00)**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**21,200.00**	**0.00**	**(14,285.00)**	**6,915.00**
FUND BALANCE, JANUARY 1	**108,098.00**	**0.00**	**(887,107.00)**	**(779,009.00)**
FUND BALANCE, DECEMBER 31	**129,298.00**	**0.00**	**(901,392.00)**	**(772,094.00)**

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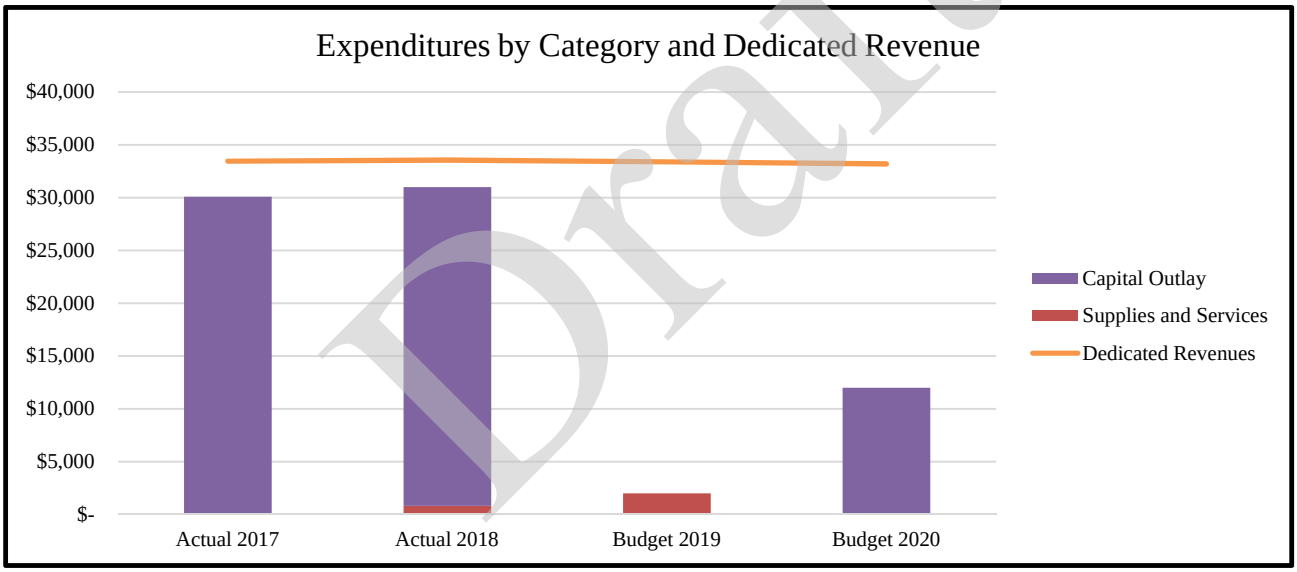
Fund: **Shakopee Government Television**

Description of Services:

Government access cable television provides information about government and community programs, services, events and issues with the goal of increasing residents' access to local government meetings and information. Shakopee Government TV is available to Comcast and CenturyLink cable subscribers in the city as part of their basic cable packages.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Supplies and Services	-	805	-	2,000	-
Capital Outlay	30,109	30,197	-	-	12,000
Totals	$ 30,109	$ 31,002	$ -	$ 2,000	$ 12,000
Dedicated Revenues	$ 33,453	$ 33,561	$ -	$ 33,400	$ 33,200



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Shakopee Government TV Programs		122	125	125

Budget Impact:

The Shakopee Government Television fund supports the acquisition and maintenance of equipment for the production of city videos and meeting broadcasts. Revenues are collected through cable franchisees' PEG fees. Over the years, PEG revenues have decreased as fewer people subscribe to cable services. In 2020, the city is looking to upgrade equipment used for video production, including a new computer for video editing, improved lighting and a portable camera replacement.

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2020 Annual Budget
Company: 02150- SHAKOPEE GOVERNMENT TELEVISION

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
02150 - SHAKOPEE GOVERNMENT TELEVISION					
REVENUES:					
4205 - CABLE PEG FEES	(32,719.61)	(32,476.42)	0.00	(32,000.00)	(32,000.00)
LICENSES AND PERMITS	**(32,719.61)**	**(32,476.42)**	**0.00**	**(32,000.00)**	**(32,000.00)**
CHARGES FOR SERVICES	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
4833 - INTEREST	(930.88)	(1,158.93)	0.00	(1,400.00)	(1,200.00)
4834 - CHANGE IN FAIR MARKET VALUE	197.32	74.26	0.00	0.00	0.00
MISCELLANEOUS	**(733.56)**	**(1,084.67)**	**0.00**	**(1,400.00)**	**(1,200.00)**
REVENUES	**(33,453.17)**	**(33,561.09)**	**0.00**	**(33,400.00)**	**(33,200.00)**
EXPENDITURES:					
WAGES	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
BENEFITS	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
WAGES & BENEFITS	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	805.00	0.00	2,000.00	0.00
SUPPLIES AND SERVICES	**0.00**	**805.00**	**0.00**	**2,000.00**	**0.00**
6740 - EQUIPMENT	30,109.00	30,196.78	0.00	0.00	12,000.00
CAPITAL OUTLAY	**30,109.00**	**30,196.78**	**0.00**	**0.00**	**12,000.00**
EXPENDITURES	**30,109.00**	**31,001.78**	**0.00**	**2,000.00**	**12,000.00**
OTHER FINANCING:					
TRANSERS OUT	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 02150 - SHAKOPEE GOVERNMENT TELEVIS	**(3,344.17)**	**(2,559.31)**	**0.00**	**(31,400.00)**	**(21,200.00)**

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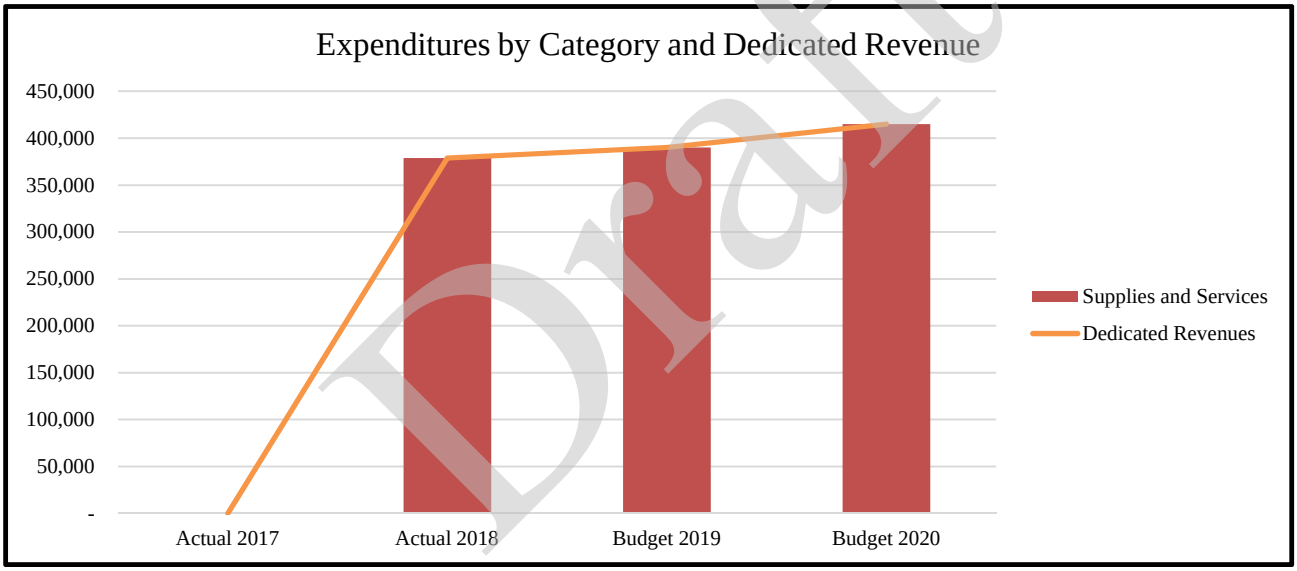
Fund: **Lodging Tax**

Description of Services:

A statutorily allowed 3 percent lodging tax is imposed by the City Council. Once collected, 95 percent is submitted to the Shakopee Chamber and Visitors Bureau (CVB) and 5 percent is retained to defer administrative expenses. This fund accounts for the tax revenue and the expenditures to both the CVB and the city's General Fund for the administration portion of the lodging tax proceeds.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Supplies and Services	-	378,950	-	390,000	415,000
Totals	$ -	$ 378,950	$ -	$ 390,000	$ 415,000
Dedicated Revenues	$ -	$ 378,950	$ -	$ 390,000	$ 415,000



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Hotels	12	12	13	14

Budget Impact:

A new hotel was added during fourth quarter of 2019. Additionally, during 2020 another new hotel will be added to the lodging tax collection.

In 2018, lodging tax receipts and corresponding payments to the Shakopee Convention & Visitors Bureau were moved out of the General Fund and into a separate special revenue fund in 2018.

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2020 Annual Budget
Company: 02180- LODGING TAX

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
02180 - LODGING TAX					
REVENUES:					
4050 - LODGING TAX	0.00	(378,949.80)	0.00	(390,000.00)	(415,000.00)
TAXES	**0.00**	**(378,949.80)**	**0.00**	**(390,000.00)**	**(415,000.00)**
REVENUES	**0.00**	**(378,949.80)**	**0.00**	**(390,000.00)**	**(415,000.00)**
EXPENDITURES:					
6318 - FILING FEES	0.00	18,947.48	0.00	19,500.00	20,750.00
6320 - LODGING TAX	0.00	360,002.32	0.00	370,500.00	394,250.00
SUPPLIES AND SERVICES	**0.00**	**378,949.80**	**0.00**	**390,000.00**	**415,000.00**
EXPENDITURES	**0.00**	**378,949.80**	**0.00**	**390,000.00**	**415,000.00**
Total 02180 - LODGING TAX	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

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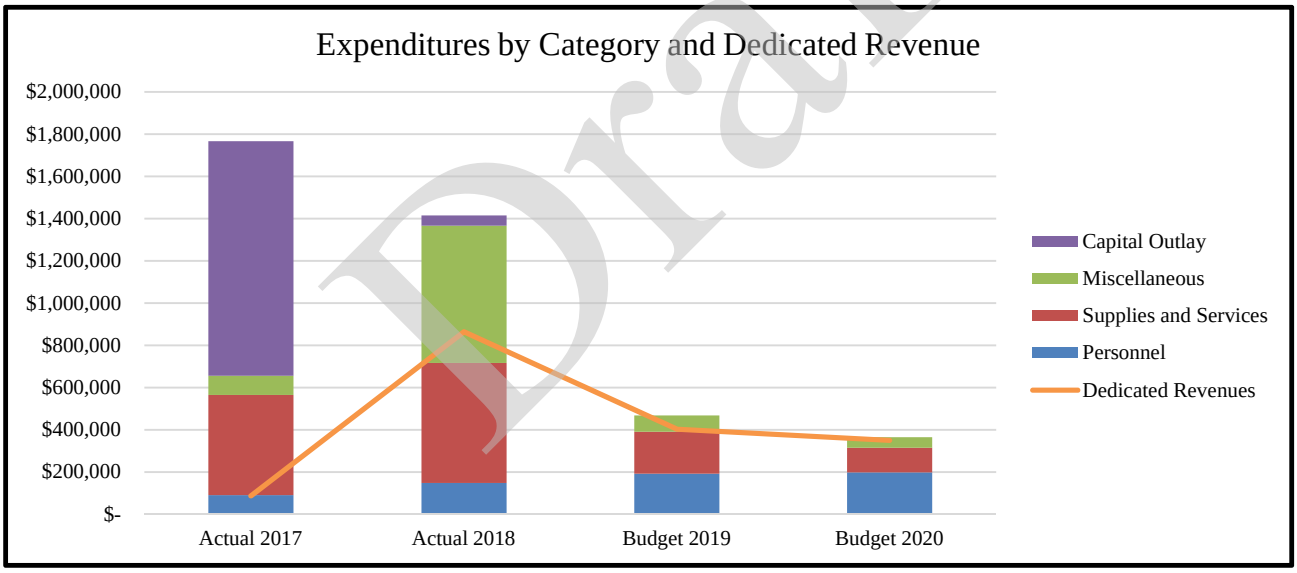
Fund: **Economic Development Authority**

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 assistance of the Economic Development Specialist and other staff as required. The EDA Board is comprised of the City Council Members. The City Administrator is also the Executive Director of the EDA.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 90,319	$ 147,677	$ 190,800	$ 191,900	$ 197,800
Supplies and Services	474,813	569,107	146,700	198,235	116,485
Miscellaneous	90,120	650,232	25,000	77,500	50,000
Capital Outlay	1,111,393	48,926	-	-	-
Totals	$ 1,766,645	$ 1,415,942	$ 362,500	$ 467,635	$ 364,285
Dedicated Revenues	$ 87,061	$ 863,571	$ 363,000	$ 402,000	$ 350,000



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Employees (FTEs)	1.0	1.3	1.5	1.5
Overall Improvement Value of Façade Loans	242,916	236,900	0	TBD
Façade Loans Granted	38,958	115,000	0	TBD
# of Façade Loans	2	3	0	TBD
Grants Received for Economic Development	0	400,000	30,000	TBD

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Budget Impact:

Several major redevelopment projects are underway including Canterbury Park, a $400 million mixed use development. Currently the first phase of the Triple Crown Apartments is under construction with more than 300 units with amenities that include a clubhouse with swimming pool and common areas. A number of other projects are in design and will be announced in early 2020.

Another project being redeveloped is the former city hall site in Downtown. Enclave Development is constructing more than 90 units of market rate housing with commercial space on Holmes Street. The project include underground and covered parking for all residents. The $15 million development should be completed in late 2020.

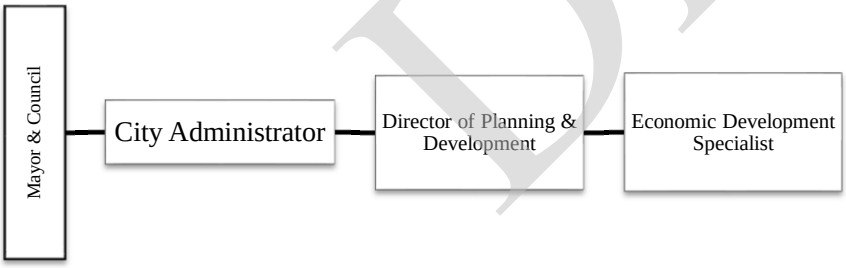
The Riverfront Bluff development now includes an entire city block that was acquired by the EDA over the past three years. The site will now be 170 units of market rate housing with below grade parking, surface parking, a restaurant on the river and commercial space at First Avenue and Atwood. The project is scheduled to begin construction in the spring of 2020 and to be completed in late 2021.

The 69 and Vierling development is nearing completion. The first phase of the residential treatment facility opened in 2019 and Doggie Doos will open in January 2020. The largest parcel is under contract to OPUS Development for a business park development that should begin construction in spring 2020. The last site is now under contract to MWF for approximately 100 units of workforce housing.

The EDA also began a program of videos that highlight our local companies. In 2019 they included Shutterfly, Cameron's Coffee, Rahr, Koda Energy and Bayer. Other videos are being completed and the goal is to release a new video every two to three months in 2020. The community has provided positive feedback on these since many residents now have a better understanding about what occurs behind the four walls of our businesses.

The EDA and the Scott County CDA have partnered on a feasibility study for an Innovation Center. HR&A has been retained and will complete the feasibility study in early 2020. The city also signed a Memorandum of Understanding

Organization Chart:



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2020 Annual Budget
Company: 02190- ECONOMIC DEVELOPMENT AUTHORITY

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
02190 - ECONOMIC DEVELOPMENT AUTHORITY					
REVENUES:					
4011 - CURRENT PROPERTY TAX	(2.11)	(348,036.12)	(350,000.00)	(350,000.00)	(350,000.00)
4013 - MARKET VALUE CREDIT	0.00	(39.68)	0.00	0.00	0.00
4015 - FISCAL DISPARITIES	0.00	1,040.42	0.00	0.00	0.00
4020 - MOBIL HOME TAX	0.00	(5.40)	0.00	0.00	0.00
4025 - PAYMENT IN LIEU OF TAXES	0.00	(685.00)	0.00	0.00	0.00
4040 - AGGREGATE TAX	0.00	(0.14)	0.00	0.00	0.00
TAXES	**(2.11)**	**(347,725.92)**	**(350,000.00)**	**(350,000.00)**	**(350,000.00)**
LICENSES AND PERMITS	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
4450 - STATE GRANTS & AIDS	0.00	(400,000.00)	0.00	0.00	0.00
INTERGOVERNMENTAL	**0.00**	**(400,000.00)**	**0.00**	**0.00**	**0.00**
4512 - DEVELOPMENT REIMBURSEMENT	(8,520.00)	(7,632.88)	0.00	0.00	0.00
4588 - BUSINESS SUBSIDY APP FEE	(12,000.00)	(48,000.00)	(12,000.00)	(12,000.00)	0.00
CHARGES FOR SERVICES	**(20,520.00)**	**(55,632.88)**	**(12,000.00)**	**(12,000.00)**	**0.00**
4833 - INTEREST	(21,176.40)	(953.05)	(1,000.00)	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	4,637.24	(8,484.13)	0.00	0.00	0.00
4840 - RENTS	0.00	(36,749.35)	0.00	(40,000.00)	0.00
4845 - CONTRIBUTIONS	(50,000.00)	0.00	0.00	0.00	0.00
4850 - MISCELLANEOUS	0.00	(14,026.00)	0.00	0.00	0.00
MISCELLANEOUS	**(66,539.16)**	**(60,212.53)**	**(1,000.00)**	**(40,000.00)**	**0.00**
REVENUES	**(87,061.27)**	**(863,571.33)**	**(363,000.00)**	**(402,000.00)**	**(350,000.00)**
EXPENDITURES:					
6002 - WAGES	72,576.25	117,029.91	151,700.00	153,000.00	157,700.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	0.00	0.00	0.00
WAGES	**72,576.25**	**117,029.91**	**151,700.00**	**153,000.00**	**157,700.00**
6122 - PERA	5,382.02	8,792.58	11,400.00	11,500.00	11,800.00
6124 - FICA	5,178.54	8,626.89	11,600.00	11,700.00	12,100.00
6135 - HEALTH	7,823.60	11,120.35	13,100.00	12,700.00	13,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	290.67	486.02	400.00	400.00	400.00
6140 - LIFE/LTD	173.87	300.16	300.00	300.00	300.00
6145 - DENTAL	361.16	548.68	500.00	500.00	500.00
6170 - WORKERS COMPENSATION	408.33	772.68	400.00	400.00	500.00
6180 - COMPENSATED ABSENCES	(1,946.68)	0.00	1,400.00	1,400.00	1,500.00
6186 - PENSION EXPENSE	71.00	0.00	0.00	0.00	0.00
BENEFITS	**17,742.51**	**30,647.36**	**39,100.00**	**38,900.00**	**40,100.00**
WAGES & BENEFITS	**90,318.76**	**147,677.27**	**190,800.00**	**191,900.00**	**197,800.00**
6202 - OPERATING SUPPLIES	0.00	0.00	500.00	500.00	500.00
6210 - OFFICE SUPPLIES	203.67	125.51	500.00	500.00	500.00
6310 - ATTORNEY	35,144.97	59,292.92	10,000.00	20,000.00	12,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	171,258.37	85,236.47	7,000.00	0.00	25,000.00
6315 - BUILDING MAINT.	0.00	(9,367.79)	0.00	0.00	0.00
6318 - FILING FEES	148.90	184.00	200.00	200.00	200.00
6327 - OTHER PROF SERVICES	252,906.83	426,398.94	118,500.00	166,600.00	60,000.00
6332 - POSTAGE	180.69	62.90	100.00	100.00	100.00
6334 - TELEPHONE	305.44	23.52	100.00	100.00	100.00
6336 - PRINTING/PUBLISHING	2,940.23	76.80	1,000.00	500.00	500.00
6338 - ADVERTISING	0.00	0.00	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	3,290.00	2,930.00	2,800.00	3,200.00	3,200.00

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2020 Annual Budget
Company: 02190- ECONOMIC DEVELOPMENT AUTHORITY

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
6362 - ELECTRIC	0.00	115.54	0.00	100.00	100.00
6364 - WATER	0.00	42.90	0.00	50.00	50.00
6365 - GAS	38.67	121.13	0.00	100.00	100.00
6366 - SEWER	0.00	30.25	0.00	30.00	30.00
6368 - STORM	0.00	28.27	0.00	30.00	30.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	2,300.04	2,400.00	2,500.00	2,500.00	3,700.00
6420 - EQUIPMENT RENT	26.53	0.18	0.00	0.00	0.00
6430 - BUILDING RENT (IS FUND)	3,500.04	0.00	0.00	0.00	6,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	940.00	355.00	1,500.00	1,000.00	1,500.00
6475 - TRAVEL/SUBSISTENCE	1,003.32	0.00	1,000.00	1,500.00	1,500.00
6480 - DUES	625.00	1,050.00	1,000.00	1,100.00	1,250.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	0.00	0.00	125.00	125.00
SUPPLIES AND SERVICES	**474,812.70**	**569,106.54**	**146,700.00**	**198,235.00**	**116,485.00**
6610 - AWARDS & DAMAGES	0.00	400,000.00	0.00	0.00	0.00
6616 - PAYMENT OF SAC	65,120.00	186,480.00	0.00	0.00	0.00
6620 - PROPERTY TAX/SPECIAL ASSESS	0.00	13,751.85	0.00	15,000.00	0.00
6640 - DESIGNATED MISCELLANEOUS	25,000.00	50,000.00	25,000.00	62,500.00	50,000.00
MISCELLANEOUS EXPENSE	**90,120.00**	**650,231.85**	**25,000.00**	**77,500.00**	**50,000.00**
6710 - LAND	11,687.29	40,309.50	0.00	0.00	0.00
6760 - IMPROVEMENTS	1,099,706.04	8,616.23	0.00	0.00	0.00
CAPITAL OUTLAY	**1,111,393.33**	**48,925.73**	**0.00**	**0.00**	**0.00**
EXPENDITURES	**1,766,644.79**	**1,415,941.39**	**362,500.00**	**467,635.00**	**364,285.00**
OTHER FINANCING:					
TRANSFERS IN	(961,763.40)	(186,480.00)	0.00	0.00	0.00
TRANSERS OUT	429,508.84	812,169.95	0.00	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING	**(532,254.56)**	**625,689.95**	**0.00**	**0.00**	**0.00**
Total 02190 - ECONOMIC DEVELOPMENT AUTHO	**1,147,328.96**	**1,178,060.01**	**(500.00)**	**65,635.00**	**14,285.00**

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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.

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2020 Annual Budget
DEBT SERVICE FUNDS SUMMARY

	2010A GO IMP BONDS	2012A GO REFUNDING BOND	2016A GO TAX ABATEMENT BOND	2019A GO TAX INCREMENT REV BON	TOTAL DEBT SERVICE
TAXES	69,900.00	0.00	2,118,000.00	0.00	2,187,900.00
SPECIAL ASSESSMENTS	9,400.00	171,800.00	0.00	0.00	181,200.00
TOTAL REVENUES	**79,300.00**	**171,800.00**	**2,118,000.00**	**0.00**	**2,369,100.00**
DEBT SERVICE	(152,315.00)	(508,350.00)	(2,105,500.00)	(106,865.00)	(2,873,030.00)
TOTAL EXPENDITURES	**(152,315.00)**	**(508,350.00)**	**(2,105,500.00)**	**(106,865.00)**	**(2,873,030.00)**
TRANSFERS IN	0.00	300,000.00	0.00	0.00	300,000.00
TOTAL OTHER FINANCING	**0.00**	**300,000.00**	**0.00**	**0.00**	**300,000.00**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**(73,015.00)**	**(36,550.00)**	**12,500.00**	**(106,865.00)**	**(203,930.00)**
FUND BALANCE, JANUARY 1	**168,754.00**	**1,605,067.00**	**1,099,171.00**	**174,596.00**	**3,047,588.00**
FUND BALANCE, DECEMBER 31	**95,739.00**	**1,568,517.00**	**1,111,671.00**	**67,731.00**	**2,843,658.00**

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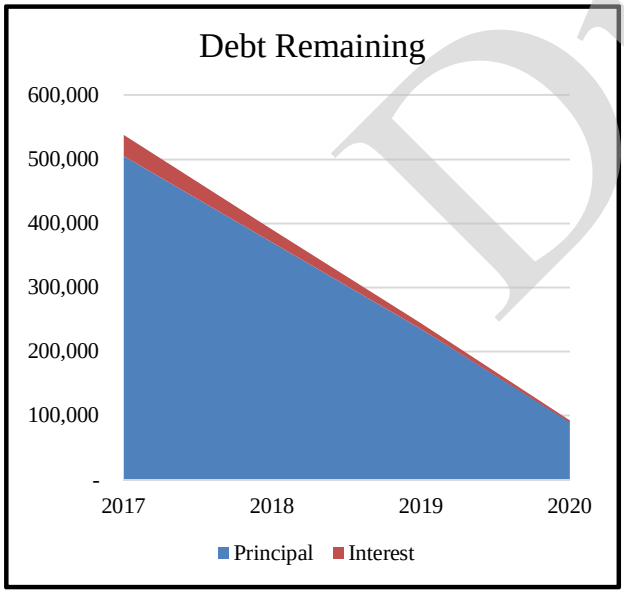
Fund: **G.O. Improvement Bonds Series 2010A**
Issuance: $ 1,555,000
Maturity: February 1, 2021

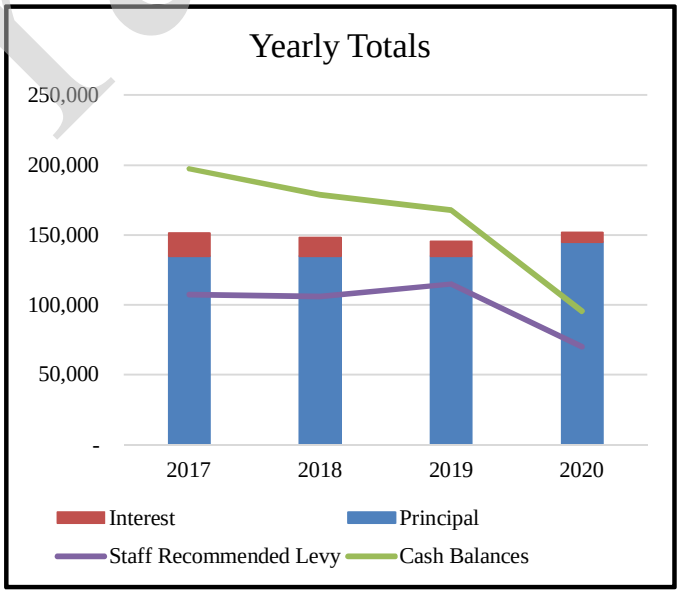
Establishment:

The bond 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.

Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Principal Remaining	$ 505,000	$ 370,000	$ 235,000	$ 90,000
Interest Remaining	$ 32,910	$ 19,615	$ 9,425	$ 2,610
Debt Levy	$ 107,145	$ 105,940	$ 114,951	$ 69,941
Cash Balances	$ 197,357	$ 178,852	$ 167,781	$ 95,318





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2020 Annual Budget
Company: 03042- 2010A GO IMP BONDS

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
03042 - 2010A GO IMP BONDS					
REVENUES:					
4011 - CURRENT PROPERTY TAX	(107,145.00)	(105,940.00)	(115,000.00)	(115,000.00)	(69,900.00)
TAXES	**(107,145.00)**	**(105,940.00)**	**(115,000.00)**	**(115,000.00)**	**(69,900.00)**
4110 - SPECIAL ASSESSMENT PRINCIPAL	(19,581.44)	(18,412.03)	(18,000.00)	(18,000.00)	(8,400.00)
4111 - SPEC ASSESSMENT INTEREST	(3,404.08)	(2,293.18)	(1,900.00)	(1,900.00)	(1,000.00)
4112 - SA PENALTIES & INTEREST	(18.38)	(6.76)	0.00	0.00	0.00
4120 - SA PREPAY	(2,632.67)	(1,175.50)	0.00	0.00	0.00
SPECIAL ASSESSMENT	**(25,636.57)**	**(21,887.47)**	**(19,900.00)**	**(19,900.00)**	**(9,400.00)**
4833 - INTEREST	(1,483.19)	(1,556.35)	0.00	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	614.01	59.36	0.00	0.00	0.00
MISCELLANEOUS	**(869.18)**	**(1,496.99)**	**0.00**	**0.00**	**0.00**
REVENUES	**(133,650.75)**	**(129,324.46)**	**(134,900.00)**	**(134,900.00)**	**(79,300.00)**
EXPENDITURES:					
6810 - DEBT SERVICE PRINCIPAL	135,000.00	135,000.00	135,000.00	135,000.00	145,000.00
6850 - DEBT SERVICE INTEREST	14,712.50	11,742.50	10,190.00	10,190.00	6,815.00
6860 - FISCAL AGENT FEES	725.00	960.83	500.00	500.00	500.00
DEBT SERVICE	**150,437.50**	**147,703.33**	**145,690.00**	**145,690.00**	**152,315.00**
EXPENDITURES	**150,437.50**	**147,703.33**	**145,690.00**	**145,690.00**	**152,315.00**
OTHER FINANCING:					
TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Total 03042 - 2010A GO IMP BONDS	**16,786.75**	**18,378.87**	**10,790.00**	**10,790.00**	**73,015.00**

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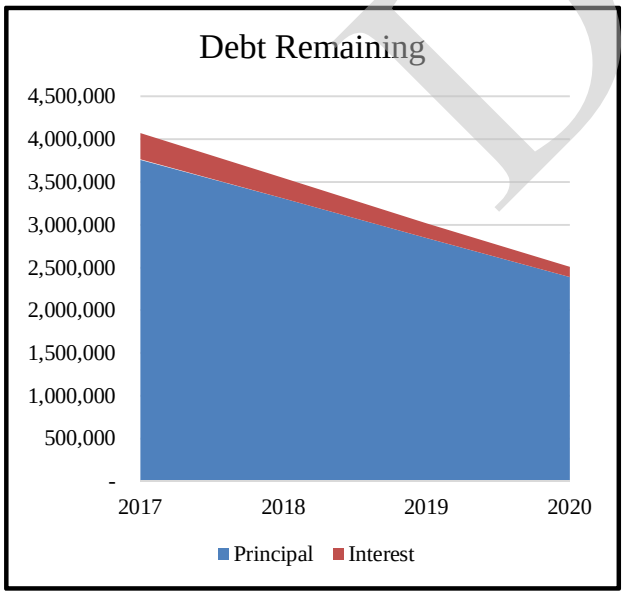
Fund: **G.O. Improvement Refunding Bonds, Series 2012A**
Issuance: $ 4,865,000
Maturity: February 1, 2025

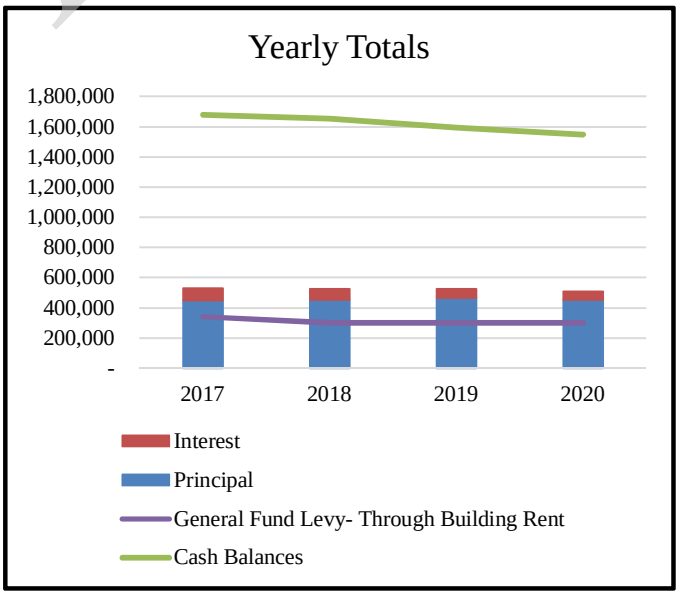
Establishment:

The bond 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.

Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Principal Remaining	$ 3,760,000	$ 3,305,000	$ 2,840,000	$ 2,385,000
Interest Remaining	$ 308,700	$ 237,450	$ 175,400	$ 122,550
Debt Levy	$ 557,340	$ 558,285	$ 538,020	$ 538,965
Cancelled Debt Levy	$ 557,340	$ 558,285	$ 538,020	$ 538,965
Staff Recommended Levy	$ -	$ -	$ -	$ -
General Fund Levy- Through Building Rent	$ 340,000	$ 300,000	$ 300,000	$ 300,000
Cash Balances	$ 1,678,455	$ 1,651,826	$ 1,592,625	$ 1,547,002





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2020 Annual Budget
Company: 03043- 2012A GO REFUNDING BOND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
03043 - 2012A GO REFUNDING BOND					
REVENUES:					
TAXES	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
4110 - SPECIAL ASSESSMENT PRINCIPAL	(133,485.38)	(131,870.31)	(132,500.00)	(132,500.00)	(132,100.00)
4111 - SPEC ASSESSMENT INTEREST	(53,923.04)	(46,502.57)	(41,900.00)	(41,900.00)	(39,700.00)
4112 - SA PENALTIES & INTEREST	(274.71)	(759.54)	0.00	0.00	0.00
4120 - SA PREPAY	(3,571.08)	(446.38)	0.00	0.00	0.00
SPECIAL ASSESSMENT	**(191,254.21)**	**(179,578.80)**	**(174,400.00)**	**(174,400.00)**	**(171,800.00)**
4833 - INTEREST	(19,339.69)	(21,910.08)	0.00	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	4,651.37	1,396.45	0.00	0.00	0.00
MISCELLANEOUS	**(14,688.32)**	**(20,513.63)**	**0.00**	**0.00**	**0.00**
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(205,942.53)**	**(200,092.43)**	**(174,400.00)**	**(174,400.00)**	**(171,800.00)**
EXPENDITURES:					
6810 - DEBT SERVICE PRINCIPAL	450,000.00	455,000.00	465,000.00	465,000.00	455,000.00
6850 - DEBT SERVICE INTEREST	79,175.00	71,250.00	62,050.00	62,050.00	52,850.00
6860 - FISCAL AGENT FEES	725.00	960.83	500.00	500.00	500.00
6870 - ARBITRAGE REBATE	3,100.00	0.00	0.00	0.00	0.00
DEBT SERVICE	**533,000.00**	**527,210.83**	**527,550.00**	**527,550.00**	**508,350.00**
EXPENDITURES	**533,000.00**	**527,210.83**	**527,550.00**	**527,550.00**	**508,350.00**
OTHER FINANCING:					
TRANSFERS IN	(340,000.00)	(300,000.00)	(300,000.00)	(300,000.00)	(300,000.00)
OTHER FINANCING	**(340,000.00)**	**(300,000.00)**	**(300,000.00)**	**(300,000.00)**	**(300,000.00)**
Total 03043 - 2012A GO REFUNDING BOND	**(12,942.53)**	**27,118.40**	**53,150.00**	**53,150.00**	**36,550.00**

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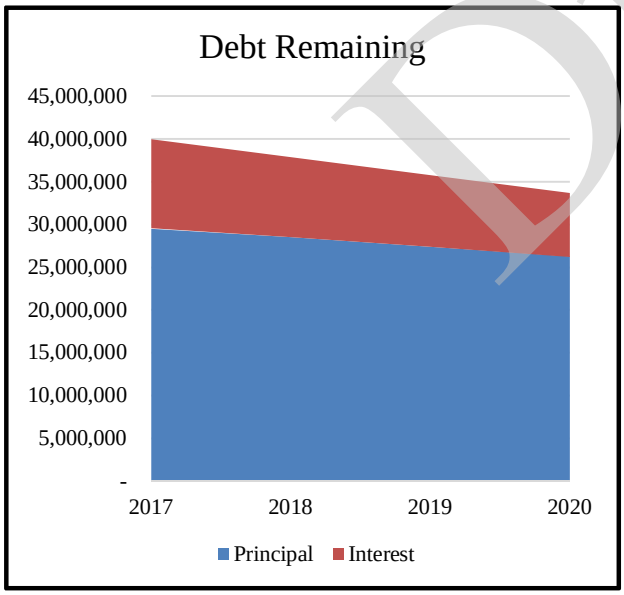
Fund: **G.O. Tax Abatement Bonds, Series 2016A**
Issuance: $ 29,500,000
Maturity: February 1, 2036

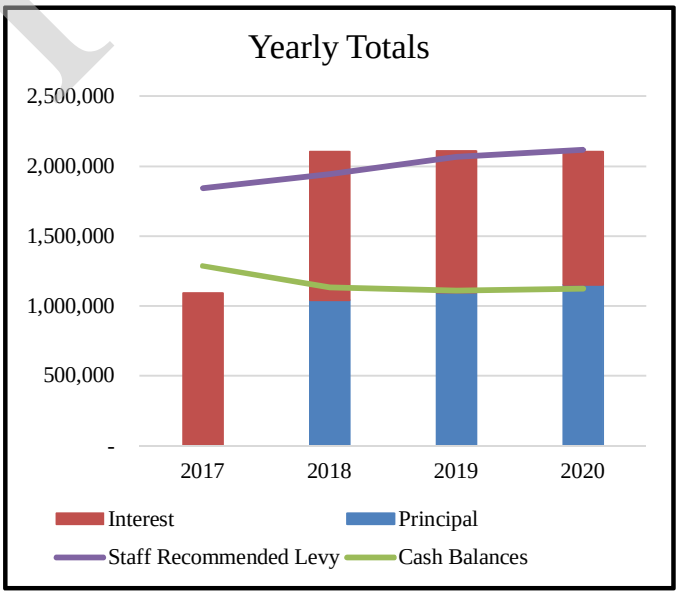
Establishment:

The bond was issued for $29,500,000 and matures on February 01, 2036. The bond was issued to fund the following construction projects: Community and Ice Arena Construction.

Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Principal Remaining	$ 29,500,000	$ 28,460,000	$ 27,365,000	$ 26,215,000
Interest Remaining	$ 10,453,903	$ 9,389,322	$ 8,378,116	$ 7,423,035
Debt Levy	$ 2,237,110	$ 2,240,260	$ 2,240,523	$ 2,237,898
Cancelled Debt Levy	$ 395,000	$ 298,000	$ 171,923	$ 120,000
Staff Recommended Levy	$ 1,842,110	$ 1,942,260	$ 2,068,600	$ 2,117,898
Cash Balance	$ 1,286,267	$ 1,132,889	$ 1,109,777	$ 1,122,093





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2020 Annual Budget
Company: 03044- 2016A GO TAX ABATEMENT BOND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
03044 - 2016A GO TAX ABATEMENT BOND					
REVENUES:					
4011 - CURRENT PROPERTY TAX	(1,842,110.00)	(1,942,260.00)	(2,068,600.00)	(2,068,600.00)	(2,118,000.00)
TAXES	**(1,842,110.00)**	**(1,942,260.00)**	**(2,068,600.00)**	**(2,068,600.00)**	**(2,118,000.00)**
4833 - INTEREST	(4,004.21)	(1,616.82)	0.00	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	7,997.65	163.23	0.00	0.00	0.00
MISCELLANEOUS	**3,993.44**	**(1,453.59)**	**0.00**	**0.00**	**0.00**
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(1,838,116.56)**	**(1,943,713.59)**	**(2,068,600.00)**	**(2,068,600.00)**	**(2,118,000.00)**
EXPENDITURES:					
6810 - DEBT SERVICE PRINCIPAL	0.00	1,040,000.00	1,095,000.00	1,095,000.00	1,150,000.00
6850 - DEBT SERVICE INTEREST	1,090,581.26	1,064,581.26	1,011,200.00	1,011,200.00	955,000.00
6860 - FISCAL AGENT FEES	725.00	910.83	500.00	500.00	500.00
DEBT SERVICE	**1,091,306.26**	**2,105,492.09**	**2,106,700.00**	**2,106,700.00**	**2,105,500.00**
EXPENDITURES	**1,091,306.26**	**2,105,492.09**	**2,106,700.00**	**2,106,700.00**	**2,105,500.00**
OTHER FINANCING:					
TRANSFERS IN	0.00	(7,575.77)	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**(7,575.77)**	**0.00**	**0.00**	**0.00**
Total 03044 - 2016A GO TAX ABATEMENT BOND	**(746,810.30)**	**154,202.73**	**38,100.00**	**38,100.00**	**(12,500.00)**

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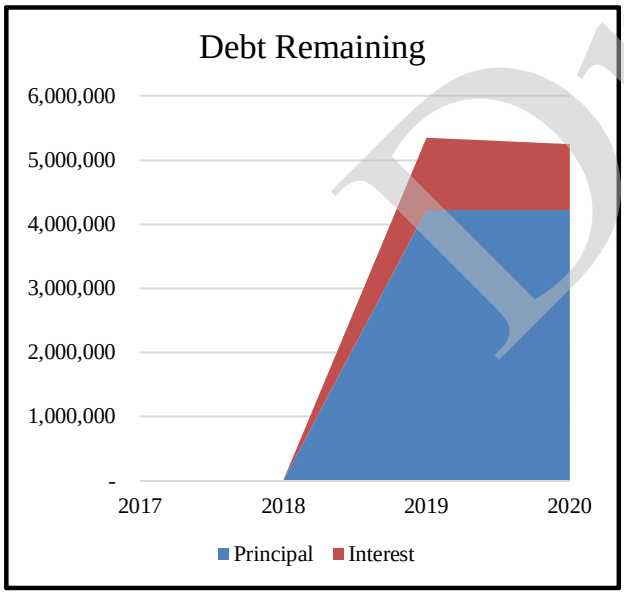
Fund: **G.O. Tax Increment Revenue Bonds, Series 2019A**
Issuance: $ 4,220,000
Maturity: February 1, 2036

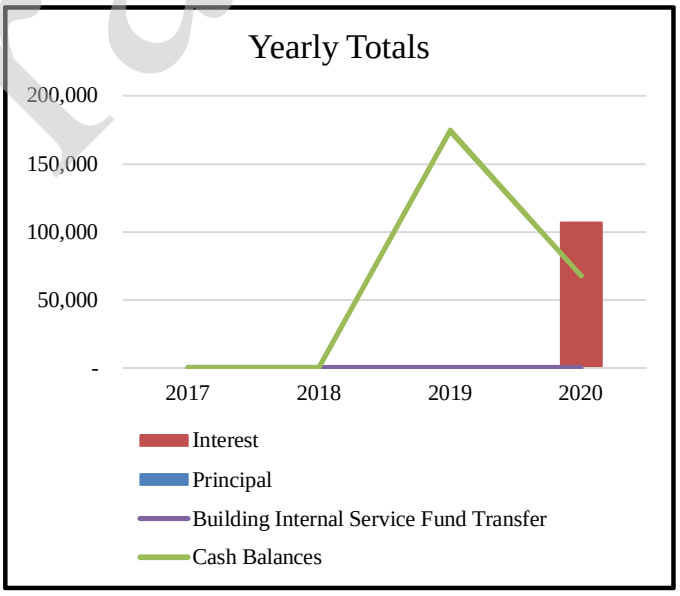
Establishment:

The bond was issued for $4,220,000 and matures on February 01, 2036. The bond was issued to fund the following construction projects: 12th Avenue Reconstruction and various public improvements within the Tax Increment Financing District No. 18.

Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Principal Remaining	$ -	$ -	$ 4,220,000	$ 4,220,000
Interest Remaining	$ -	$ -	$ 1,134,072	$ 1,027,207
Cash Balances	$ -	$ -	$ 174,596	$ 67,731





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2020 Annual Budget
Company: 03045- 2019A GO TAX INCREMENT REV BON

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
03045 - 2019A GO TAX INCREMENT REV BON					
REVENUES:					
4961 - PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	(174,596.00)	0.00
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**(174,596.00)**	**0.00**
REVENUES	**0.00**	**0.00**	**0.00**	**(174,596.00)**	**0.00**
EXPENDITURES:					
6850 - DEBT SERVICE INTEREST	0.00	0.00	0.00	0.00	106,865.00
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**	**106,865.00**
EXPENDITURES	**0.00**	**0.00**	**0.00**	**0.00**	**106,865.00**
Total 03045 - 2019A GO TAX INCREMENT REV BO	**0.00**	**0.00**	**0.00**	**(174,596.00)**	**106,865.00**

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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, Capital Improvement and Tree Replacement Funds are part of the city's five-year capital improvement program (CIP). A separate CIP document was approved by Council on September 17, 2019. The CIP book provides a summary of each project, location, description, source of funds and use of funds.

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2020 Annual Budget
CAPITAL PROJECT FUND SUMMARY

	PARK DEVELOPMENT	CAPITAL IMPROVEMENT FUND	TREE REPLACEMENT	Total
TAXES	200,000.00	700,000.00	0.00	900,000.00
SPECIAL ASSESSMENTS	0.00	381,800.00	0.00	381,800.00
LICENSES AND PERMITS	600,000.00	900,000.00	0.00	1,500,000.00
INTERGOVERNMENTAL	320,000.00	1,365,000.00	0.00	1,685,000.00
CHARGES FOR SERVICES	0.00	0.00	0.00	0.00
FINES AND FORFEITURES	0.00	0.00	150,000.00	150,000.00
MISCELLANEOUS	288,000.00	7,260,000.00	1,000.00	7,549,000.00
TOTAL REVENUES	**1,408,000.00**	**10,606,800.00**	**151,000.00**	**12,165,800.00**
CONSERVATION AND NATURAL RESOURCES	0.00	0.00	(100,000.00)	(100,000.00)
CAPITAL OUTLAY	(4,917,000.00)	(15,509,000.00)	0.00	(20,426,000.00)
TOTAL EXPENDITURES	**(4,917,000.00)**	**(15,509,000.00)**	**(100,000.00)**	**(20,526,000.00)**
TRANSFERS IN	1,152,000.00	406,000.00	0.00	1,558,000.00
BOND PROCEEDS	0.00	2,108,000.00	0.00	2,108,000.00
TRANSFERS OUT	0.00	(250,000.00)	(72,000.00)	(322,000.00)
TOTAL OTHER FINANCING	**1,152,000.00**	**2,264,000.00**	**(72,000.00)**	**3,344,000.00**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**(2,357,000.00)**	**(2,638,200.00)**	**(21,000.00)**	**(5,016,200.00)**
FUND BALANCE, JANUARY 1	**3,886,876.00**	**5,278,224.00**	**253,512.00**	**9,418,612.00**
FUND BALANCE, DECEMBER 31	**1,529,876.00**	**2,640,024.00**	**232,512.00**	**4,402,412.00**

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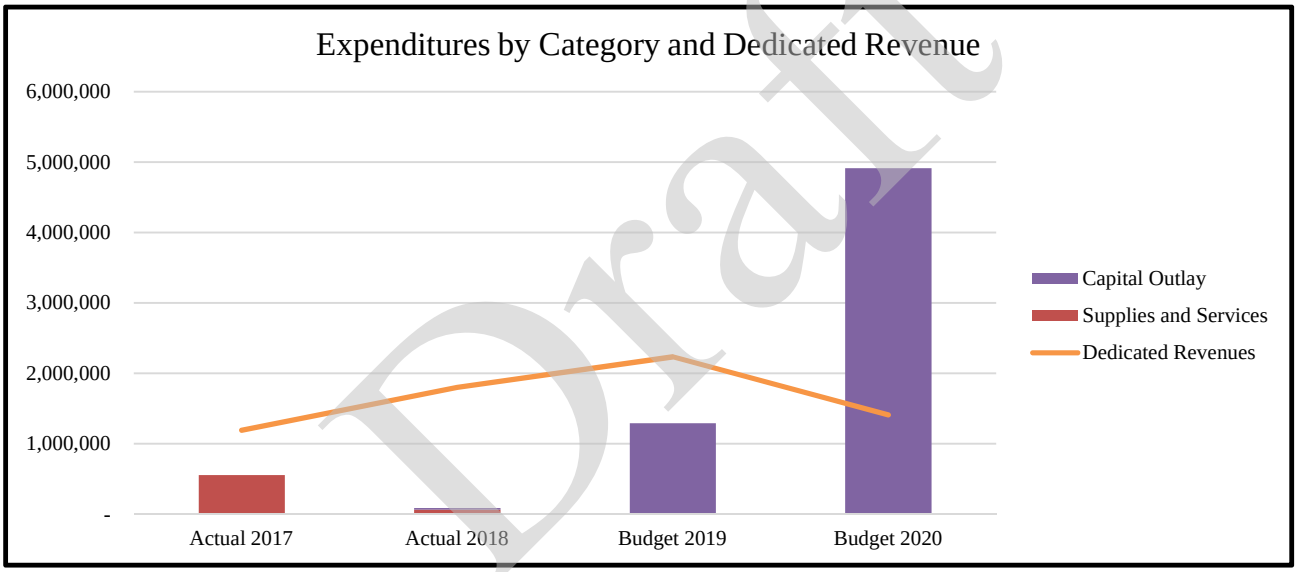
Fund: **Park Development Fund**

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.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Supplies and Services	552,623	60,009	-	-	-
Capital Outlay	-	23,894	3,000,000	1,290,000	4,917,000
Totals	$ 552,623	$ 83,903	$ 3,000,000	$ 1,290,000	$ 4,917,000
Dedicated Revenues	$ 1,190,093	$ 1,799,229	$ 2,590,000	$ 2,233,000	$ 1,408,000



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Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Projects	1	1	5	10
Park Dedication Collected	891,553	1,755,036	2,000,000	600,000
Number of Park Facilities	35	35	36	36

Budget Impact:

The city council hit a pause on major park development in 2018 as it assesses park construction and location. The only park currently in development is Ridge Creek. This area consists of more than 40 acres of wetlands and nature area and includes the outlet channel for Prior Lake. The current configuration is a ninety degree bend that has caused flooding and is not very natural. In cooperation with Lennar Homes, who donated the land and more than $500,000 towards the park development, the channel area is now buffered with natural appearing retention ponds that are already home to significant wildlife. The concept plans for the new park call for a pedestrian boardwalk through a natural wetland area, pond overlooks to observe the diverse species of birds, a paved bike trail along the current outlet alignment and a new meandering outlet with sediment ponding with a natural appearance. This park will link to other trails and create a major trail connection for the city including a trailhead. Construction is expected to be completed in 2020.

Confluence Design is examining the entire park and trail system for capital improvements needs and future park locations. The goal is to reach a balance between user experience, maintenance and revenue creation. Confluence and its partners are examining ways that maintenance of areas can be reduced using different plant materials and in other areas, where a user experience can be enhanced with additional amenities like benches, gardens or restrooms.

Future development of the park system will be based on growth, especially in the west end of the city. D.R. Horton's Windermere development has already built several miles of public trails and at full-buildout, the development will include a series of natural park areas linked by a greenway trail system.

The System Plan by Confluence should be completed in mid-2019 and will layout a capital improvement and park development program for the next ten to fifteen years. A committee of sixteen residents, business owners and members of various commissions are providing regular input and feedback. The project will also hold several public outreach meetings in 2019 as concept plans are developed for the system.

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2020 BUDGET
PARK DEVELOPMENT FUND

	2017 Actual	2018 Actual	2019 Original Budget	2019 Revised Budget	2020 Budget
Revenue					
Park Dedication Fee	$ 891,553	$ 1,755,036	$ 2,000,000	$ 2,000,000	$ 600,000
Park Development Levy	-	-	-	-	200,000
State Grant	-	-	480,000	150,000	320,000
Miscellaneous	2,221	1,817	10,000	10,000	45,000
Interest	8,186	19,243	-	50,000	20,000
Contributions	288,133	23,133	100,000	23,000	223,000
Total Revenues	1,190,093	1,799,229	2,590,000	2,233,000	1,408,000
Expenditures					
Park Trail Rec Master Plan	-	56,806	-	100,000	-
Vierling Greenway Trail	-	-	-	-	100,000
Red Oak School Trail	-	-	-	-	167,000
Trail Wayfinding and Amenities	-	-	-	-	50,000
Lions Park Renovation	-	-	-	-	100,000
Windemere Bluff Community Park	-	-	-	-	50,000
Quarry Lake Park Improvements	-	-	-	-	350,000
Quarry Lake Phase 2 (Trails)	62,887	636	-	-	-
Southbridge Community Park	79	-	-	-	-
Jennifer Lane Neighborhood Park	-	-	-	65,000	300,000
Tahpah Park Improvements	489,657	-	-	-	-
Ridge Creek Park & PL Outlet Channel Imp	-	24,615	3,000,000	250,000	3,600,000
Shakopee Brickyard/Marina	-	-	-	840,000	100,000
Stagecoach Park	-	-	-	35,000	100,000
Miscellaneous Property	-	1,846	-	-	-
Total Expenditures	552,623	83,903	3,000,000	1,290,000	4,917,000
Transfer In	-	-	870,000	-	1,152,000
Other Financing Sources (Uses)	-	-	870,000	-	1,152,000
Excess (deficiency) of Sources over Uses	$ 637,470	$ 1,715,326	$ 460,000	$ 943,000	$ (2,357,000)
Fund Balance- January 1	$ 591,080	$ 1,228,550	$ 2,943,876	$ 2,943,876	$ 3,886,876
Fund Balance December 31	$ 1,228,550	$ 2,943,876	$ 3,403,876	$ 3,886,876	$ 1,529,876

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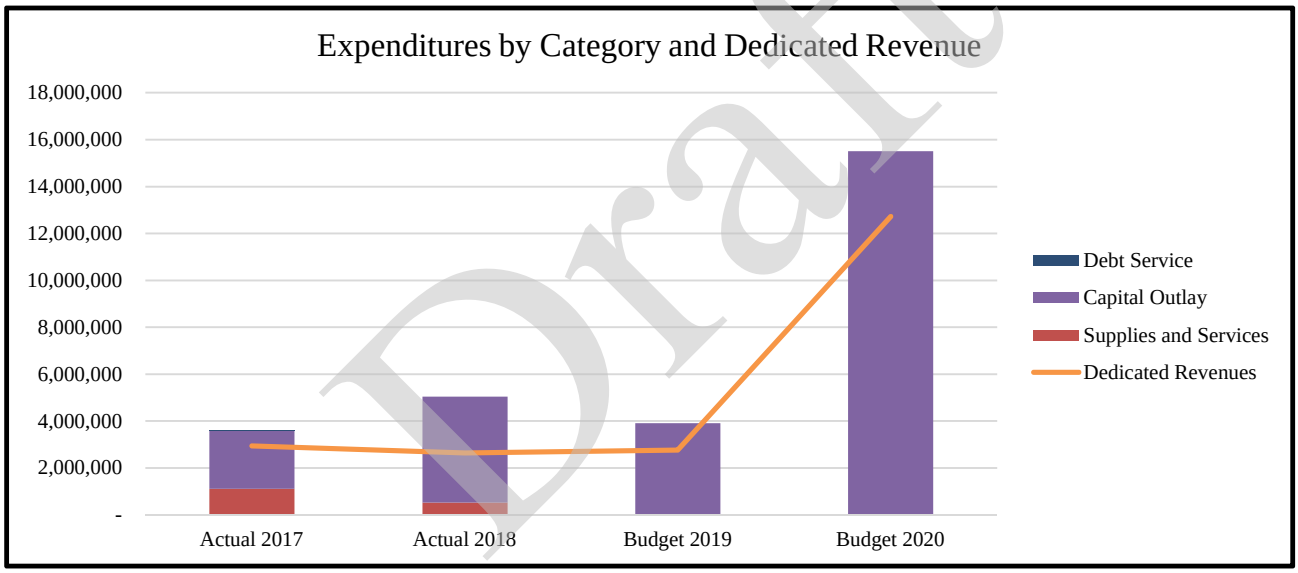
Fund: **Capital Improvement Fund**

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.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Supplies and Services	1,108,563	523,144	-	-	-
Capital Outlay	2,475,045	4,519,798	21,554,000	3,914,600	15,509,000
Debt Service	3,100	-	-	-	-
Totals	$ 3,586,708	$ 5,042,942	$ 21,554,000	$ 3,914,600	$ 15,509,000
Dedicated Revenues	$ 2,944,864	$ 2,640,294	$ 19,463,000	$ 2,769,000	$ 12,714,800



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Projects	6	5	7	7
Total Overlay Projects	1,038,000	1,290,000	2,200,000	1,830,000
Total Reconstruction Projects	1,785,000	1,874,000	6,000,000	4,900,000

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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 2019, the city milled and overlaid 6.8 miles of streets, reconstructed 1.21 miles of utilities and streets, constructed 0.85 miles of new public roadway (Shenandoah Drive), rehabilitated 0.90 miles of streets and replaced 63 wood light poles. 2020 will be a busy year with the continued redevelopment of Canterbury, including construction of Barenscheer Boulevard. A new regional trail along 12th Avenue east of CSAH83 will connect Quarry Lake park to the city trail system. Similar mill and overlay, reconstruction and rehabilitation projects are proposed, a large street reclamation project and other sanitary sewer, storm sewer and trail, alley and park projects are slated for the upcoming year. 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.

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2020 BUDGET
CAPITAL IMPROVEMENT FUND

	2017 Actual	2018 Actual	2019 Original Budget	2019 Revised Budget	2020 Budget
Revenue					
Capital Improvement Fund Levy	$ 385,000	$ 200,000	$ 200,000	$ 200,000	$ 700,000
Franchise Fees	773,819	895,130	765,000	765,000	900,000
Special Assessments	647,838	721,896	409,000	409,000	381,800
State Aid Construction	1,072,240	730,540	1,365,000	1,365,000	1,365,000
Interest	61,957	92,007	30,000	30,000	30,000
Miscellaneous/Donations		-		-	-
SPUC	4,012	-	330,000	-	30,000
Other	-	720	8,400,000	-	7,200,000
Total Revenues	2,944,866	2,640,293	11,499,000	2,769,000	10,606,800
Expenditures					
Trail Rehabilitation	-	249,084	80,000	-	250,000
CR 101 Trail ext.	(16,215)	-	-	-	-
CR 101 Improvement	271,142	-	-	-	-
Quarry Lake Trail	23,564	-	-	-	-
Alley Reconstruction	-	-	-	-	360,000
Bituminous Overlay	918,854	1,286,855	2,200,000	2,120,000	1,830,000
Reconstruction Project	902,494	902,448	2,300,000	819,000	3,075,000
CSAH 42 Reconstruction	-	-	-	-	1,420,000
2020 Pavement Rehabilitation	-	-	-	-	160,000
4th Avenue Reconstruction	65,711	118	-	-	-
CSAH 78/79 Trail Extension	138,484	-	-	-	-
Flashing Yellow Lights-County	-	103,568	-	-	-
Canterbury Commons- City Infrastructure	-	-	15,600,000	-	7,200,000
Canterbury Commons- County Project (Cit	-	-	764,000	-	764,000
Lewis Street Alley & Parking Lot	593,426	-	-	-	-
Downtown ADA, Lighting & Tree Rehab	-	-	-	-	450,000
Street Lighting	179,075	-	-	-	-
Valley View Road	(22,624)	-	-	-	-
Vierling Dr Extension	365,387	2,397,672	-	-	-
Streetlight Wood Pole Replacement	-	-	60,000	60,000	-
12th Avenue Trail	-	105,851	-	-	-
CSAH 16 School Pedestrian	-	533	550,000	550,000	-
Vierling Drive Trail Reconstruction	89,751	-	-	-	-
Whispering Oaks	70,972	-	-	-	-
Wood Duck Trail Reconstruction	-	-	-	365,600	-
Miscellaneous	3,100	400	-	-	-
Total Expenditures	3,586,708	5,042,942	21,554,000	3,914,600	15,509,000
Bond Proceeds	-	-	7,964,000	-	2,108,000
Transfers In:					
General Fund	-	1,338,717	-	-	-
Amazon TIF Fund	1,892,029	-	-	-	-
Debt Service Funds	4,934	-	-	-	-
EDA Fund	429,509	812,170	-	-	-
Tree Replacement Fund	25,000	82,764	-	-	-
Sewer	-	-	115,000	-	70,000
Storm	138,917	-	375,000	-	336,000
Transfers Out	-	-	-	-	(250,000)
Other Financing Sources (Uses)	2,490,389	2,233,651	8,454,000	-	2,264,000
Excess (deficiency) of Sources over Uses	1,848,547	(168,998)	(1,601,000)	(1,145,600)	(2,638,200)
Fund Balance January 1	4,744,275	6,592,822	6,423,824	6,423,824	5,278,224
Fund Balance 12/31	$ 6,592,822	$ 6,423,824	$ 4,822,824	$ 5,278,224	$ 2,640,024

* Project is funded out of TIF District #18- Canterbury Commons Fund.

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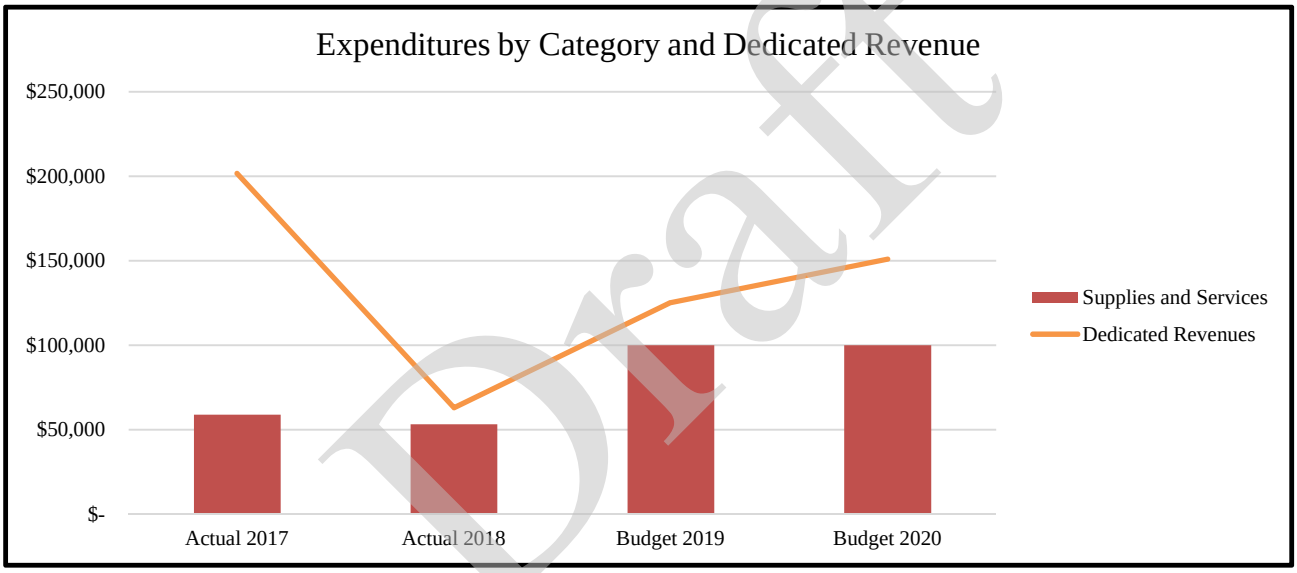
Fund: **Tree Replacement Fund**

Description of Services:

The Tree Replacement fund accounts for tree replacement along major corridors throughout the City. Trees provide beautification, shade and water quality and quantity benefits.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Supplies and Services	58,799	53,154	-	100,000	100,000
Totals	$ 58,799	$ 53,154	$ -	$ 100,000	$ 100,000
Dedicated Revenues	$ 201,658	$ 62,926	$ -	$ 125,100	$ 151,000



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Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
# Trees Replaced	398	264	257	250

2020 Annual Budget
Company: 04400- TREE REPLACEMENT

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
04400 - TREE REPLACEMENT					
REVENUES:					
4450 - STATE GRANTS & AIDS	(6,528.00)	(5,528.00)	0.00	(13,300.00)	0.00
INTERGOVERNMENTAL	**(6,528.00)**	**(5,528.00)**	**0.00**	**(13,300.00)**	**0.00**
4683 - NATURAL RESOURCE PLANTINGS	(5,197.00)	(2,384.00)	0.00	(2,700.00)	0.00
CHARGES FOR SERVICES	**(5,197.00)**	**(2,384.00)**	**0.00**	**(2,700.00)**	**0.00**
4821 - FINES & FORFEITS	(182,800.00)	(50,000.00)	0.00	(105,000.00)	(150,000.00)
FINES & FORFEITS	**(182,800.00)**	**(50,000.00)**	**0.00**	**(105,000.00)**	**(150,000.00)**
4833 - INTEREST	(2,192.33)	(4,508.54)	0.00	(4,100.00)	(1,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	1,483.95	(505.27)	0.00	0.00	0.00
4845 - CONTRIBUTIONS	(6,425.00)	0.00	0.00	0.00	0.00
MISCELLANEOUS	**(7,133.38)**	**(5,013.81)**	**0.00**	**(4,100.00)**	**(1,000.00)**
REVENUES	**(201,658.38)**	**(62,925.81)**	**0.00**	**(125,100.00)**	**(151,000.00)**
EXPENDITURES:					
6202 - OPERATING SUPPLIES	28.39	262.98	0.00	0.00	0.00
6215 - MATERIALS	58,770.24	52,891.21	0.00	100,000.00	100,000.00
SUPPLIES AND SERVICES	**58,798.63**	**53,154.19**	**0.00**	**100,000.00**	**100,000.00**
EXPENDITURES	**58,798.63**	**53,154.19**	**0.00**	**100,000.00**	**100,000.00**
OTHER FINANCING:					
TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TRANSERS OUT	25,000.00	82,764.46	0.00	0.00	72,000.00
OTHER FINANCING	**25,000.00**	**82,764.46**	**0.00**	**0.00**	**72,000.00**
Total 04400 - TREE REPLACEMENT	**(117,859.75)**	**72,992.84**	**0.00**	**(25,100.00)**	**21,000.00**

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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 provide for six to twelve months operating costs, annual debt service requirements and at least ten percent of accumulated depreciation to provide for capital outlay. The City reviews fees annually to determine appropriate revenue levels.

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2020 Annual Budget
ENTERPRISE FUNDS

	SEWER FUND	SURFACE WATER FUND	REFUSE FUND	TOTAL
REVENUES:				
OPERATING REVENUES	$4,137,200	$1,253,000	$125,000	$5,515,200
EXPENSES:				
OPERATING EXPENSES	3,438,650	1,048,400	0	4,487,050
DEPRECIATION	0	0	117,000	117,000
OPERATING INCOME (LOSS)	**698,550**	**204,600**	**8,000**	**911,150**
NON-OPERATING INCOME	254,400	587,284	(1,000)	840,684
NON-OPERATING EXPENSES	(1,424,000)	(2,119,500)	(5,300)	(3,548,800)
NET INCOME (LOSS) BEFORE TRANSFERS	**(471,050)**	**(1,327,616)**	**1,700**	**(1,796,966)**
CAPITAL CONTRIBUTION	0	2,500	0	2,500
TRANSFERS IN	290,000	0	0	290,000
TRANSFERS OUT	(195,000)	(1,431,000)	0	(1,626,000)
NET INCOME (LOSS)	**(376,050)**	**(2,756,116)**	**1,700**	**(3,130,466)**

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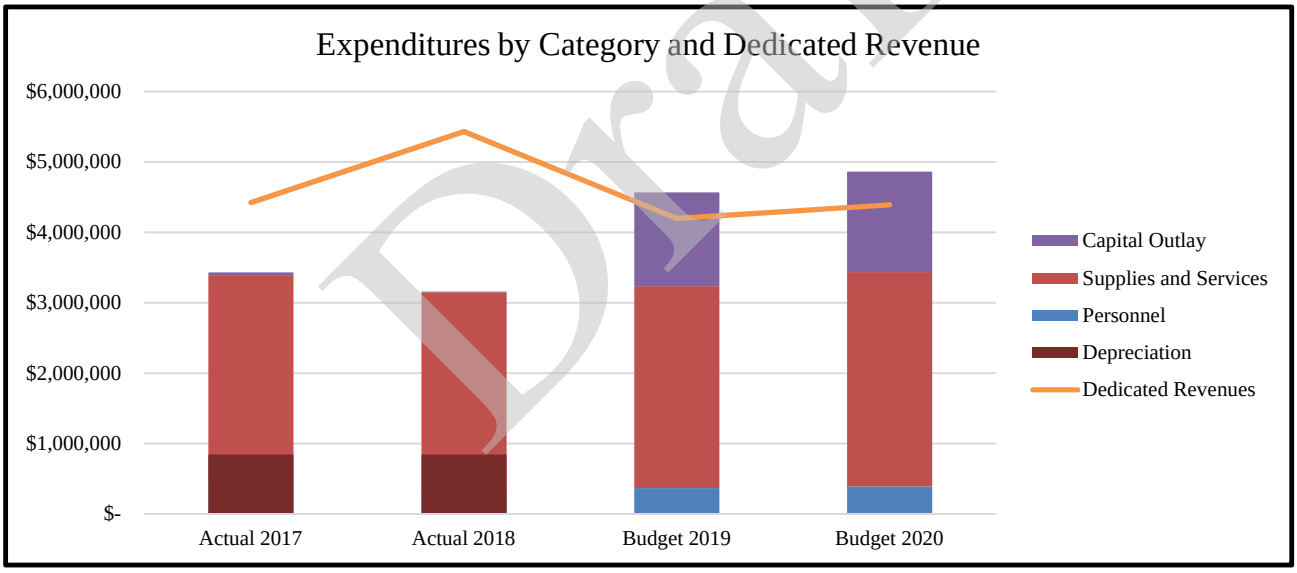
Fund: **Sewer Fund**

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 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 423,878	$ 320,925	$ 380,400	$ 366,200	$ 390,200
Supplies and Services	2,959,588	2,828,073	2,889,000	2,869,531	3,048,450
Capital Outlay	49,058	9,648	1,332,000	1,332,000	1,424,000
Depreciation	843,756	843,515	-	-	-
Totals	$ 4,276,280	$ 4,002,161	$ 4,601,400	$ 4,567,731	$ 4,862,650
Dedicated Revenues	$ 4,423,007	$ 5,432,319	$ 4,132,300	$ 4,198,300	$ 4,391,600
Cash Balances	$ 8,505,236	$ 8,227,011	$ 7,189,595	$ 7,732,580	$ 7,356,530



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Employees (FTEs)	3.5	3.5	3.5	3.5
Manholes Repaired	22	0	29	30
Jetted (LF)	197,100	283,842	212,119	290,000
Miles of Sewer	127.8	136.8	138.0	140.0
# of Lift Stations	3	2	2	2
MCES Treatment Cost (% of budget)	0.79	0.62	0.56	0.60

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Budget Impact:

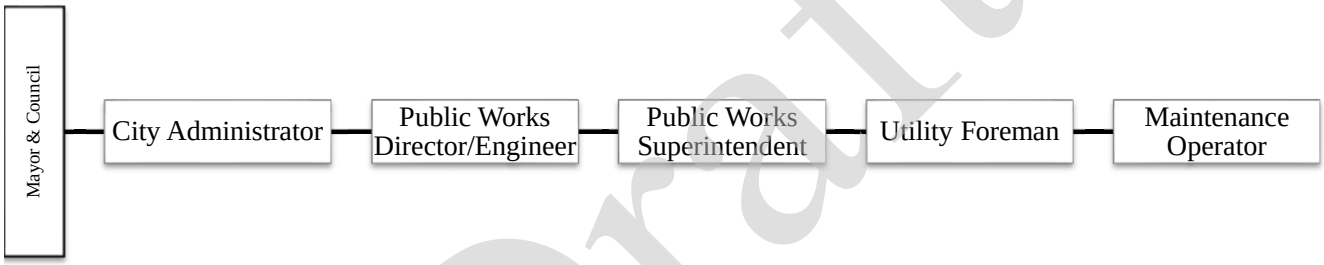
Nothing is more unnoticed than what happens behind the scenes to keep the sewer flowing when you flush your toilet in the morning.

The city's sanitary sewer system consists of over 130 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, located in the northeast of the city. Of Shakopee's approximate $5 million sanitary sewer budget, over $2.7 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 2020, 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:



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2020 Annual Budget
Company: 07100- SEWER FUND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
07100 - SEWER FUND					
REVENUES:					
4110 - SPECIAL ASSESSMENT PRINCIPAL	(24,037.44)	(27,260.69)	0.00	0.00	0.00
4111 - SPEC ASSESSMENT INTEREST	(13,928.09)	(13,526.07)	0.00	0.00	0.00
4112 - SA PENALTIES & INTEREST	0.00	(683.80)	0.00	0.00	0.00
4113 - CERTIFIED UNPAID FEES- STORM	(411.43)	0.00	0.00	0.00	0.00
4120 - SA PREPAY	0.00	(15,817.07)	0.00	0.00	0.00
SPECIAL ASSESSMENT	**(38,376.96)**	**(57,287.63)**	**0.00**	**0.00**	**0.00**
4482 - COUNTY GRANTS/AIDS	0.00	(6,000.00)	0.00	0.00	0.00
INTERGOVERNMENTAL	**0.00**	**(6,000.00)**	**0.00**	**0.00**	**0.00**
4721 - SEWER CHARGES	(3,099,357.11)	(3,502,018.93)	(3,769,900.00)	(3,769,900.00)	(3,976,900.00)
4723 - METRO SAC CHARGES	(11,778.90)	(8,324.75)	(5,000.00)	(5,000.00)	(5,000.00)
4725 - CITY SAC CHARGES	(244,717.04)	(164,755.68)	(150,000.00)	(150,000.00)	(150,000.00)
4735 - TRUNK CHARGE - SANITARY	(126,753.82)	(144,218.88)	(100,000.00)	(100,000.00)	(100,000.00)
CHARGES FOR SERVICES	**(3,482,606.87)**	**(3,819,318.24)**	**(4,024,900.00)**	**(4,024,900.00)**	**(4,231,900.00)**
FINES & FORFEITS	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
4833 - INTEREST	(118,587.64)	(132,185.06)	(101,000.00)	(167,000.00)	(154,400.00)
4834 - CHANGE IN FAIR MARKET VALUE	20,634.30	6,446.93	0.00	0.00	0.00
4530 - ANTENNA RENTAL	(15,520.00)	0.00	0.00	0.00	0.00
4850 - MISCELLANEOUS	(8,536.27)	(7,469.24)	(6,400.00)	(6,400.00)	(5,300.00)
MISCELLANEOUS	**(122,009.61)**	**(133,207.37)**	**(107,400.00)**	**(173,400.00)**	**(159,700.00)**
4971 - CAPITAL CONTRIBUTIONS	(780,014.01)	(1,416,505.88)	0.00	0.00	0.00
CAPITAL CONTRIBUTIONS	**(780,014.01)**	**(1,416,505.88)**	**0.00**	**0.00**	**0.00**
REVENUES	**(4,423,007.45)**	**(5,432,319.12)**	**(4,132,300.00)**	**(4,198,300.00)**	**(4,391,600.00)**
EXPENDITURES:					
6002 - WAGES	255,521.29	243,452.42	264,900.00	263,200.00	271,700.00
6005 - OVERTIME-FT	5,067.34	4,066.79	4,000.00	7,000.00	6,000.00
6015 - WAGES - PART TIME/TEMP	6,381.04	5,442.20	17,400.00	10,100.00	17,800.00
6017 - OVERTIME-PART TIME/TEMP	0.00	62.06	0.00	0.00	0.00
WAGES	**266,969.67**	**253,023.47**	**286,300.00**	**280,300.00**	**295,500.00**
6122 - PERA	19,522.57	18,565.26	20,200.00	20,000.00	20,700.00
6124 - FICA	18,726.41	17,688.97	21,900.00	21,200.00	22,400.00
6135 - HEALTH	33,057.19	33,175.62	30,400.00	27,000.00	32,600.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,593.01	2,340.30	1,300.00	1,200.00	1,300.00
6140 - LIFE/LTD	759.24	694.31	600.00	600.00	600.00
6145 - DENTAL	1,846.22	1,465.92	1,500.00	1,400.00	1,500.00
6170 - WORKERS COMPENSATION	12,422.32	10,263.91	14,400.00	11,200.00	12,100.00
6180 - COMPENSATED ABSENCES	760.15	1,367.86	3,800.00	3,300.00	3,500.00
6185 - OPEB	5,049.00	5,904.00	0.00	0.00	0.00
6186 - PENSION EXPENSE	63,172.00	(23,565.00)	0.00	0.00	0.00
BENEFITS	**156,908.11**	**67,901.15**	**94,100.00**	**85,900.00**	**94,700.00**
WAGES & BENEFITS	**423,877.78**	**320,924.62**	**380,400.00**	**366,200.00**	**390,200.00**
6202 - OPERATING SUPPLIES	18,300.73	18,263.73	22,000.00	24,000.00	24,000.00
6210 - OFFICE SUPPLIES	21.00	1,054.26	1,100.00	500.00	1,100.00
6212 - UNIFORMS/CLOTHING	5,773.25	4,137.87	5,000.00	5,000.00	5,000.00
6213 - FOOD	134.85	0.00	300.00	350.00	350.00
6215 - MATERIALS	1,744.00	1,232.30	3,000.00	1,500.00	3,000.00
6222 - MOTOR FUELS & LUBRICANTS	7,129.47	6,440.76	8,000.00	8,000.00	8,000.00

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2020 Annual Budget
Company: 07100- SEWER FUND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
6240 - EQUIPMENT MAINT SUPPLIES	4,562.02	2,648.56	6,000.00	6,000.00	6,000.00
6310 - ATTORNEY	0.00	0.00	1,500.00	200.00	1,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	21,164.78	99,889.10	20,000.00	30,000.00	20,000.00
6315 - BUILDING MAINT.	61.20	61.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	2,446.24	15,235.51	12,000.00	12,000.00	12,000.00
6327 - OTHER PROF SERVICES	136,562.11	46,316.47	110,000.00	90,000.00	110,000.00
6334 - TELEPHONE	1,497.01	1,368.67	1,700.00	1,700.00	1,700.00
6336 - PRINTING/PUBLISHING	964.03	697.55	1,000.00	1,000.00	1,000.00
6338 - ADVERTISING	90.56	0.00	0.00	0.00	0.00
6339 - COMPUTER ACCESS	876.26	398.67	500.00	500.00	500.00
6351 - INSURANCE PREMIUM (IS FUND)	66,190.00	59,580.00	57,800.00	50,600.00	50,100.00
6362 - ELECTRIC	20,095.37	22,473.86	26,000.00	26,000.00	26,000.00
6364 - WATER	(431.64)	65.59	500.00	500.00	500.00
6366 - SEWER	61,567.67	16,669.09	0.00	30.00	0.00
6369 - CURRENT USE CHARGES	2,578,133.28	2,498,302.44	2,578,800.00	2,578,751.30	2,738,100.00
6410 - SOFTWARE - ANNUAL FEES	3,550.00	2,277.34	3,000.00	3,700.00	3,700.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	6,900.00	7,200.00	7,600.00	7,600.00	9,200.00
6430 - BUILDING RENT (IS FUND)	17,799.96	18,999.96	19,000.00	19,000.00	23,000.00
6435 - OTHER RENT	50.68	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,730.00	4,410.00	3,500.00	2,000.00	3,500.00
6475 - TRAVEL/SUBSISTENCE	37.18	0.00	0.00	0.00	0.00
6480 - DUES	418.00	247.50	500.00	400.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	219.54	102.57	200.00	200.00	200.00
SUPPLIES AND SERVICES	**2,959,587.55**	**2,828,072.80**	**2,889,000.00**	**2,869,531.30**	**3,048,450.00**
6502 - DEPRECIATION EXPENSE	843,756.05	843,514.98	0.00	0.00	0.00
DEPRECIATION	**843,756.05**	**843,514.98**	**0.00**	**0.00**	**0.00**
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	8,332.00	0.00	165,000.00	165,000.00	0.00
6760 - IMPROVEMENTS	40,725.53	0.00	1,167,000.00	1,167,000.00	1,424,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	0.00	9,648.00	0.00	0.00	0.00
CAPITAL OUTLAY	**49,057.53**	**9,648.00**	**1,332,000.00**	**1,332,000.00**	**1,424,000.00**
EXPENDITURES	**4,276,278.91**	**4,002,160.40**	**4,601,400.00**	**4,567,731.30**	**4,862,650.00**
OTHER FINANCING:					
TRANSFERS IN	(1,518,360.59)	(3,451.00)	0.00	0.00	(290,000.00)
TRANSERS OUT	190,120.00	311,480.00	240,000.00	125,000.00	195,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING	**(1,328,240.59)**	**308,029.00**	**240,000.00**	**125,000.00**	**(95,000.00)**
Total 07100 - SEWER FUND	**(1,474,969.13)**	**(1,122,129.72)**	**709,100.00**	**494,431.30**	**376,050.00**

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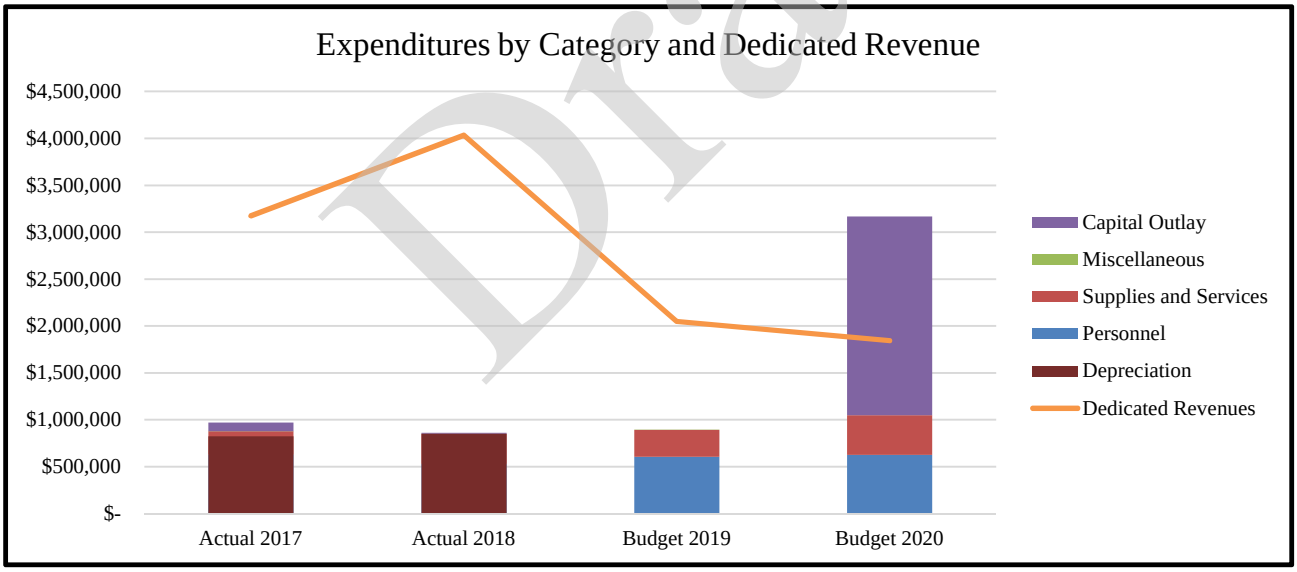
Fund: **Surface Water Fund**

Description of Services:

The Public Works Department operates and maintains the surface water system for the City of Shakopee which includes 140 miles of storm sewer and 221 ponds. Participate in stormwater and erosion control projects, implement of the City's Surface Water Management Plan and manage the City's MS4 program.

Budget:

Expenditures by Category	Actual 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Personnel	$ 628,690	$ 531,984	$ 642,700	$ 606,800	$ 625,200
Supplies and Services	250,356	318,570	359,100	285,630	423,200
Miscellaneous	132	-	-	1,000	-
Capital Outlay	92,449	9,225	1,377,200	-	2,119,500
Depreciation	823,470	851,442	-	-	-
Totals	$ 1,795,097	$ 1,711,221	$ 2,379,000	$ 893,430	$ 3,167,900
Dedicated Revenues	$ 3,173,704	$ 4,033,973	$ 1,452,800	$ 2,049,222	$ 1,842,784
Cash Balances	$ 12,361,761	$ 13,029,404	$ 9,834,961	$ 14,060,196	$ 11,304,080



Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Employees (FTEs)	2.5	3.3	3.3	3.3
Sweeping Annual Cost	142,679	137,862	140,000	140,000
Catch Basins Repaired	61	53	56	50
Ponds Inspected	0	63	64	50
Number of Ponds (Public & Private)	221	221	230	230
Acres of Wetlands	563	563	570	570

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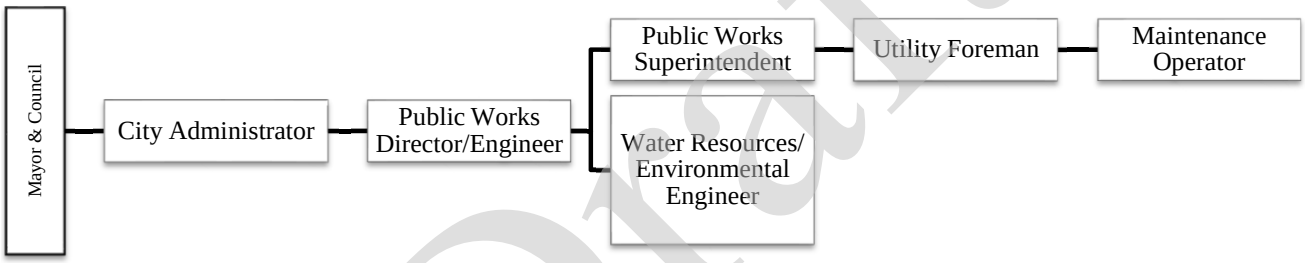
Budget Impact:

When it rains, water flows downhill and sometimes it floods. Or your pond is green and not as clear and pristine as a lake. 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.

The City Council and EDA approved internal TIF financing for the city hall TIF district in 2018. Rather than the developer seeking private financing for $2.3 million in TIF eligible costs, the City/EDA agreed to finance this amount internally at a 4% interest rate. The interfund loan is slated to come from the Surface Water Fund and will be paid back over the life of the TIF district. This loan is scheduled to be issued in 2020.

Organization Chart:



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2020 Annual Budget
Company: 07300- SURFACE WATER FUND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
07300 - SURFACE WATER FUND					
REVENUES:					
4110 - SPECIAL ASSESSMENT PRINCIPAL	0.00	0.00	(2,500.00)	(2,500.00)	(2,500.00)
4112 - SA PENALTIES & INTEREST	(0.53)	(7.39)	0.00	0.00	0.00
4113 - CERTIFIED UNPAID FEES- STORM	(278.06)	(2,515.47)	0.00	(1,500.00)	0.00
SPECIAL ASSESSMENT	**(278.59)**	**(2,522.86)**	**(2,500.00)**	**(4,000.00)**	**(2,500.00)**
4480 - OTHER GRANTS/AIDS	0.00	0.00	0.00	(100,922.00)	(235,484.00)
4482 - COUNTY GRANTS/AIDS	(889.82)	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	**(889.82)**	**0.00**	**0.00**	**(100,922.00)**	**(235,484.00)**
4620 - ENGINEER FEE - PRIVATE	0.00	0.00	0.00	0.00	0.00
4680 - MISC PUBLIC WORKS	(22,000.00)	0.00	0.00	(44,000.00)	(22,000.00)
4745 - STORM CHARGES	(1,249,927.04)	(1,207,445.20)	(1,210,300.00)	(1,210,300.00)	(1,253,000.00)
4746 - TRUNK CHARGE - STORM	(550,159.70)	(452,544.63)	(100,000.00)	(550,000.00)	(100,000.00)
CHARGES FOR SERVICES	**(1,822,086.74)**	**(1,659,989.83)**	**(1,310,300.00)**	**(1,804,300.00)**	**(1,375,000.00)**
4833 - INTEREST	(184,558.20)	(198,521.47)	(140,000.00)	(140,000.00)	(229,800.00)
4834 - CHANGE IN FAIR MARKET VALUE	41,408.86	4,635.79	0.00	0.00	0.00
4678 - PUBLIC WORKS RENTAL	(300.00)	0.00	0.00	0.00	0.00
4850 - MISCELLANEOUS	0.00	(20,625.00)	0.00	0.00	0.00
MISCELLANEOUS	**(143,449.34)**	**(214,510.68)**	**(140,000.00)**	**(140,000.00)**	**(229,800.00)**
4971 - CAPITAL CONTRIBUTIONS	(1,207,000.00)	(2,156,949.96)	0.00	0.00	0.00
CAPITAL CONTRIBUTIONS	**(1,207,000.00)**	**(2,156,949.96)**	**0.00**	**0.00**	**0.00**
REVENUES	**(3,173,704.49)**	**(4,033,973.33)**	**(1,452,800.00)**	**(2,049,222.00)**	**(1,842,784.00)**
EXPENDITURES:					
6002 - WAGES	346,427.38	375,783.76	462,100.00	410,300.00	425,900.00
6005 - OVERTIME-FT	586.07	1,580.47	3,000.00	12,700.00	5,000.00
6015 - WAGES - PART TIME/TEMP	28,393.09	10,442.57	40,300.00	40,200.00	41,300.00
6017 - OVERTIME-PART TIME/TEMP	56.78	62.06	0.00	100.00	0.00
WAGES	**375,463.32**	**387,868.86**	**505,400.00**	**463,300.00**	**472,200.00**
6122 - PERA	26,006.27	28,301.12	34,900.00	31,000.00	32,100.00
6124 - FICA	26,830.37	27,657.60	38,700.00	34,700.00	35,900.00
6135 - HEALTH	41,765.40	45,136.44	37,600.00	48,500.00	54,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,118.40	6,781.92	1,700.00	1,600.00	1,700.00
6140 - LIFE/LTD	1,008.05	1,043.83	900.00	800.00	800.00
6145 - DENTAL	2,451.13	2,305.04	2,000.00	1,900.00	2,000.00
6170 - WORKERS COMPENSATION	18,131.44	18,233.76	16,200.00	20,000.00	21,000.00
6180 - COMPENSATED ABSENCES	3,009.32	1,519.99	5,300.00	5,000.00	5,300.00
6185 - OPEB	5,049.00	5,904.00	0.00	0.00	0.00
6186 - PENSION EXPENSE	126,857.00	7,231.00	0.00	0.00	0.00
BENEFITS	**253,226.38**	**144,114.70**	**137,300.00**	**143,500.00**	**153,000.00**
WAGES & BENEFITS	**628,689.70**	**531,983.56**	**642,700.00**	**606,800.00**	**625,200.00**
6202 - OPERATING SUPPLIES	21,321.46	30,805.09	46,000.00	26,500.00	46,000.00
6210 - OFFICE SUPPLIES	21.00	1,164.03	3,500.00	1,500.00	3,500.00
6212 - UNIFORMS/CLOTHING	4,886.38	2,870.39	6,500.00	3,000.00	6,500.00
6213 - FOOD	134.86	0.00	300.00	100.00	300.00
6215 - MATERIALS	12,175.93	9,363.75	21,000.00	10,500.00	21,000.00
6222 - MOTOR FUELS & LUBRICANTS	16,392.71	17,113.85	15,500.00	27,200.00	25,500.00
6240 - EQUIPMENT MAINT SUPPLIES	26,465.78	23,038.52	30,500.00	21,000.00	30,500.00
6310 - ATTORNEY	2,427.50	915.50	5,000.00	200.00	5,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	69,659.50	92,666.00	40,000.00	25,000.00	40,000.00

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2020 Annual Budget
Company: 07300- SURFACE WATER FUND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
6315 - BUILDING MAINT.	0.00	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	3,235.34	14,793.95	15,000.00	19,000.00	15,000.00
6318 - FILING FEES	400.00	0.00	0.00	150.00	0.00
6327 - OTHER PROF SERVICES	38,320.77	65,179.33	106,700.00	81,500.00	162,500.00
6332 - POSTAGE	0.00	0.00	0.00	0.00	0.00
6334 - TELEPHONE	809.65	760.19	2,000.00	2,000.00	2,000.00
6336 - PRINTING/PUBLISHING	597.21	394.42	1,000.00	700.00	1,000.00
6338 - ADVERTISING	385.58	0.00	0.00	0.00	0.00
6339 - COMPUTER ACCESS	910.26	840.24	1,700.00	1,200.00	1,700.00
6351 - INSURANCE PREMIUM (IS FUND)	13,720.00	13,770.00	13,400.00	15,400.00	15,400.00
6362 - ELECTRIC	722.47	716.31	1,000.00	1,000.00	1,000.00
6364 - WATER	(287.00)	184.00	0.00	0.00	0.00
6367 - REFUSE	7,112.59	13,521.52	11,500.00	15,800.00	11,500.00
6410 - SOFTWARE - ANNUAL FEES	3,550.00	2,277.34	5,000.00	3,700.00	5,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	6,900.00	7,200.00	7,600.00	7,600.00	8,700.00
6420 - EQUIPMENT RENT	714.12	1,110.00	4,000.00	1,000.00	4,000.00
6430 - BUILDING RENT (IS FUND)	17,799.96	18,999.96	19,000.00	19,000.00	14,200.00
6435 - OTHER RENT	50.68	0.00	0.00	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,550.00	460.00	2,000.00	2,000.00	2,000.00
6475 - TRAVEL/SUBSISTENCE	0.00	75.05	500.00	200.00	500.00
6480 - DUES	160.00	247.50	300.00	260.00	300.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	219.54	102.57	100.00	120.00	100.00
SUPPLIES AND SERVICES	**250,356.29**	**318,569.51**	**359,100.00**	**285,630.00**	**423,200.00**
6502 - DEPRECIATION EXPENSE	823,469.88	851,442.29	0.00	0.00	0.00
DEPRECIATION	**823,469.88**	**851,442.29**	**0.00**	**0.00**	**0.00**
6620 - PROPERTY TAX/SPECIAL ASSESS	132.00	0.00	0.00	1,000.00	0.00
MISCELLANEOUS EXPENSE	**132.00**	**0.00**	**0.00**	**1,000.00**	**0.00**
6740 - EQUIPMENT	4,302.40	0.00	327,200.00	0.00	5,500.00
6760 - IMPROVEMENTS	88,146.56	(3,137.88)	1,050,000.00	0.00	2,114,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	0.00	12,362.88	0.00	0.00	0.00
CAPITAL OUTLAY	**92,448.96**	**9,225.00**	**1,377,200.00**	**0.00**	**2,119,500.00**
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
EXPENDITURES	**1,795,096.83**	**1,711,220.36**	**2,379,000.00**	**893,430.00**	**3,167,900.00**
OTHER FINANCING:					
TRANSFERS IN	(2,224,520.17)	(3,451.00)	0.00	0.00	0.00
TRANSERS OUT	263,917.06	125,000.00	1,370,000.00	125,000.00	1,431,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	(6,217.31)	(1,874.61)	0.00	0.00	0.00
OTHER FINANCING	**(1,966,820.42)**	**119,674.39**	**1,370,000.00**	**125,000.00**	**1,431,000.00**
Total 07300 - SURFACE WATER FUND	**(3,345,428.08)**	**(2,203,078.58)**	**2,296,200.00**	**(1,030,792.00)**	**2,756,116.00**

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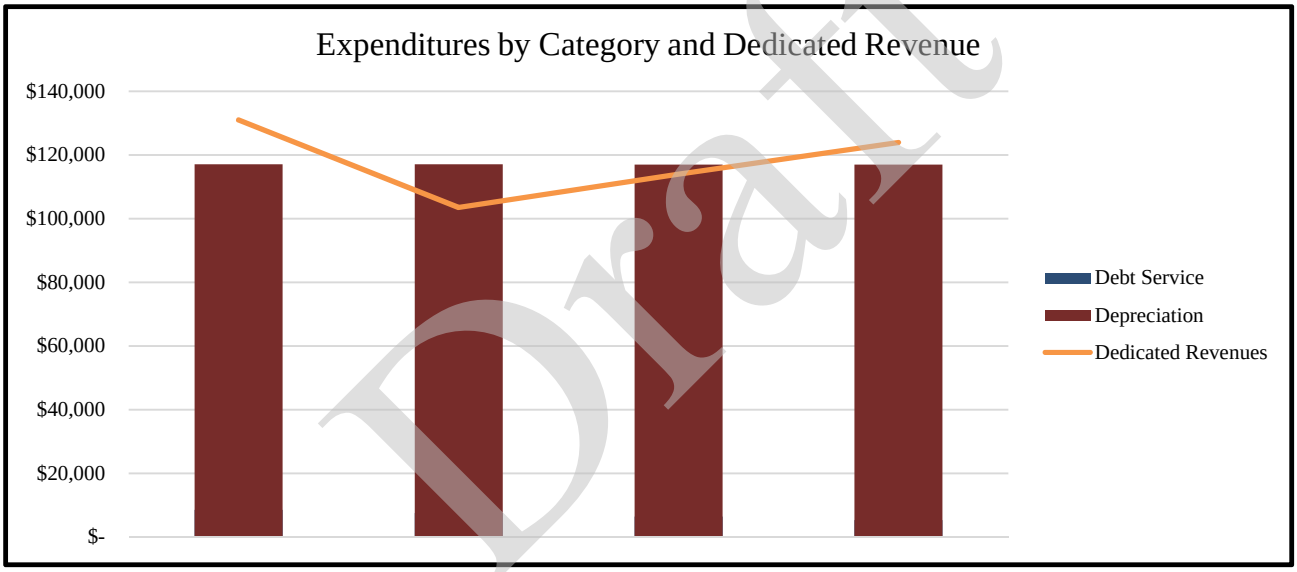
Fund: **Refuse Fund**

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 2017	Actual 2018	Original Budget 2019	Revised Budget 2019	Budget 2020
Debt Service	8,536	7,469	6,400	6,400	5,300
Depreciation	117,111	117,111	117,000	117,000	117,000
Totals	$ 125,647	$ 124,580	$ 123,400	$ 123,400	$ 122,300
Dedicated Revenues	$ 130,993	$ 103,513	$ 104,000	$ 114,000	$ 124,000



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Key Measures:

	Actual 2017	Actual 2018	Projected 2019	Projected 2020
Number of Garbage Carts Owned	26,705	26,705	26,705	26,705
Number of Garbage Carts Used	22,327	23,436	23,500	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.

2020 Annual Budget
Company: 07400- REFUSE FUND

Object Account	Actual 2017	Actual 2018	Budget 2019	Revised Budget 2019	Requested Budget 2020
07400 - REFUSE FUND					
REVENUES:					
4751 - REFUSE CHARGES	(104,725.55)	(104,637.74)	(105,000.00)	(115,000.00)	(125,000.00)
CHARGES FOR SERVICES	**(104,725.55)**	**(104,637.74)**	**(105,000.00)**	**(115,000.00)**	**(125,000.00)**
4833 - INTEREST	991.14	1,254.52	1,000.00	1,000.00	1,000.00
4834 - CHANGE IN FAIR MARKET VALUE	(231.68)	(129.57)	0.00	0.00	0.00
4850 - MISCELLANEOUS	(27,026.99)	0.00	0.00	0.00	0.00
MISCELLANEOUS	**(26,267.53)**	**1,124.95**	**1,000.00**	**1,000.00**	**1,000.00**
REVENUES	**(130,993.08)**	**(103,512.79)**	**(104,000.00)**	**(114,000.00)**	**(124,000.00)**
EXPENDITURES:					
SUPPLIES AND SERVICES	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
6502 - DEPRECIATION EXPENSE	117,110.57	117,110.57	117,000.00	117,000.00	117,000.00
DEPRECIATION	**117,110.57**	**117,110.57**	**117,000.00**	**117,000.00**	**117,000.00**
6890 - DEBT SERVICE - OTHER CHARGES	8,536.27	7,469.24	6,400.00	6,400.00	5,300.00
DEBT SERVICE	**8,536.27**	**7,469.24**	**6,400.00**	**6,400.00**	**5,300.00**
EXPENDITURES	**125,646.84**	**124,579.81**	**123,400.00**	**123,400.00**	**122,300.00**
Total 07400 - REFUSE FUND	**(5,346.24)**	**21,067.02**	**19,400.00**	**9,400.00**	**(1,700.00)**

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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.

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2020 Annual Budget
Internal Service Funds Budget Summary

	Equipment	Park & Recreation Asset	Information Technology	Governmental Building Asset	Governmental Self Insurance	Total
Sources						
Charges for Services	$ 1,089,800	$ 569,800	$ 611,300	$ 1,084,200	$ 950,000	$ 4,305,100
Cost Sharing	-	50,000	-	2,750,000	5,000	2,805,000
Grants	-	300,000	-	4,800,000	-	5,100,000
Interest	37,000	10,000	6,000	35,000	10,000	98,000
Sale of Assets	15,000	-	-	-	-	15,000
Donations	-	110,000	-	-	-	110,000
Miscellaneous	-	-	-	-	28,000	28,000
Total Revenue	1,141,800	1,039,800	617,300	8,669,200	993,000	12,461,100
Uses						
Insurance Payments	-	-	-	-	-	-
IT Supplies/services	-	-	-	-	-	-
Capital Expenditures	827,000	1,049,200	551,000	11,952,875	952,000	15,332,075
Total Expenditures	827,000	1,049,200	551,000	11,952,875	952,000	15,332,075
Interfund Loan	-	-	-	160,000	-	160,000
Transfers	-	(50,000)	-	(400,000)	-	(450,000)
Excess (deficiency) of Sources over Uses	$ 314,800	$ (59,400)	$ 66,300	$ (3,523,675)	$ 41,000	$ (3,320,975)

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Fund: **Equipment Internal Service Fund**

Establishment

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.

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 2017	Actual 2018	Projected 2019	Projected 2020
Cost of Vehicles Added/Replaced	1,649,785	455,259	867,900	783,000
# Vehicles added/replaced	16	12	11	17
Vehicles and Equipment in Service	323	325	326	326

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.

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2020 Annual Budget
Equipment Internal Service Fund

	2017 Actual	2018 Actual	2019 Original Budget	2019 Final Budget	2020 Proposed Budget
Sources					
Rental Charges	$ 787,800	$ 889,300	$ 1,062,700	$ 1,062,700	$ 1,089,800
Reimbursement	119	947	-	-	-
Investment Income	51,473	56,065	36,000	50,000	37,000
Miscellaneous	-	-			
Miscellaneous	8,163	-	-	-	-
Gain (loss) on asset disposal	97,619	10,655	15,000	15,000	15,000
Total Revenue	945,174	956,967	1,113,700	1,127,700	1,141,800
Uses					
Police	181,401	92,759	120,000	120,000	282,000
Fire	539,710	785,714	50,000	50,000	158,000
Facilities	5,475	2,886	-	-	8,000
Street Maintenance	440,599	49,126	584,600	606,600	188,000
Park Maintenance	355,490	145,391	69,300	69,300	191,000
Recreation	132,631	-	-	22,000	-
Total Expenditures	1,655,306	1,075,876	823,900	867,900	827,000
Excess (deficiency) of Sources over Uses	(710,132)	(118,909)	289,800	259,800	314,800
Net	$ (710,132)	$ (118,909)	$ 289,800	$ 259,800	$ 314,800
Cash Balance- January 1	$ 4,510,751	$ 3,800,619	$ 3,681,710	$ 3,681,710	$ 3,941,510
Cash Balance December 31	$ 3,800,619	$ 3,681,710	$ 3,971,510	$ 3,941,510	$ 4,256,310

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Fund: **Park and Recreation Asset Internal Service Fund**

Establishment

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.

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 2017	Actual 2018	Projected 2019	Projected 2020
# Park Projects	9	4	5	5

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2020 Annual Budget
Park and Recreation Asset Internal Service Fund

	2017 Actual	2018 Actual	2019 Original Budget	2019 Final Budget	2020 Proposed Budget
Sources					
Rental Charges	$ 657,600	$ 781,300	$ 865,400	$ 449,600	$ 569,800
Cost Sharing	-	-	330,000	-	50,000
Grants	-	-	300,000	-	300,000
Investment Income	18,741	32,258	25,000	20,000	10,000
Miscellaneous	-	-			
Miscellaneous	-	24,980		-	-
Donations	60,174	5,000	20,000	-	110,000
Total Revenue	736,515	843,538	1,540,400	469,600	1,039,800
Uses					
Benches	-	27,094	-	-	-
Bleachers	14,354	-	-	-	-
Community Center Basketball Hoop Replacement	46,344	-	-	-	-
Community Center Parking Lot	-	28,554	-	-	-
Community Center Piping/Paint**	-	-	50,000	-	-
Courts	-	-	30,000	30,000	15,000
Fence Replacement	-	16,275	15,000	15,000	-
Gazebo Levy Drive	21,164	-	-	-	-
Holmes Playground Equipment	-	-	-	-	79,200
Lions Park Fun For All Playground	9,373	-	-	-	-
Lions Park Warming House	9,061	7,800	-	-	-
Memorial Park Bridge/Interpretive Trail Signs	15,968	10,963	800,000	100,000	700,000
Meunchow Fields #1	-	19,322	-	-	-
Playground Equipment- Emerald Lane	30,306	-	-	-	-
Playground Equipment- Hiawatha	32,159	-	-	-	-
Riverview Fence	-	20,875	-	-	-
Scenic Heights Playground Equipment	-	-	-	-	110,000
Scenic Heights Court	-	19,284	-	-	-
Schleper Painting	78,402	-	-	-	-
Skate Park	29,285	-	-	-	-
Sand Venture- Main Pool Pump**	-	-	20,000	-	-
SV- Small Drop Slide**	-	-	15,000	-	-
Trail Overlay/Reconstruction	54,363	-	65,000	-	145,000
Lions Park Bathroom	-	-	-	80,000	-
Total Expenditures	340,779	150,167	995,000	225,000	1,049,200
Excess (deficiency) of Sources over Uses	395,736	693,371	545,400	244,600	(9,400)
Transfer Out	-	-	-	(2,084,504)	(50,000)
Net	$ 395,736	$ 693,371	$ 545,400	$ (1,839,904)	$ (59,400)
Cash Balance- January 1	$ 1,813,152	$ 2,208,888	$ 2,902,259	$ 2,902,259	$ 1,062,355
Cash Balance December 31	$ 2,208,888	$ 2,902,259	$ 3,447,659	$ 1,062,355	$ 1,002,955

** All Community Center, Sand Venture and Ice Arena activity was moved to building fund in 2019.

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Fund: **Information Technology Internal Service Fund**

Establishment

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.

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 2017	Actual 2018	Projected 2019	Projected 2020
Deployed Computers	170	192	201	205
Surveillance Cameras and Network Infrastructure	185	195	200	210
User License	185	195	208	213
Conference Rooms	16	16	18	18

Draft

2020 Annual Budget
Information Technology Internal Service Fund

	2017 Actual	2018 Actual	2019 Original Budget	2019 Final Budget	2020 Proposed Budget
Sources					
Rental Charges	$ 381,800	$ 400,900	$ 420,900	$ 420,900	$ 611,300
Investment Income	7,362	9,375	6,000	10,000	6,000
Total Revenue	389,162	410,275	426,900	430,900	617,300
Uses					
Supplies	24,884	-	-	-	-
IT Operationals Expenses	-	-	35,000	35,000	36,000
Computer Replacements	150,337	227,840	65,000	65,000	65,000
Software Purchases and Maintenance	166,601	188,926	165,000	200,000	200,000
Logis Services	22,448	-	75,000	75,000	80,000
General Consulting Services	-	-	25,000	25,000	35,000
Printer Replacement	-	20,004	20,000	20,000	25,000
Fiber Redundancy Improvements	-	-	50,000	10,000	50,000
Building Security	-	-	-	-	30,000
Network Device Replacement	-	-	-	-	30,000
Data Center UPS Replacement	-	-	-	35,000	-
Total Expenditures	364,270	436,770	435,000	465,000	551,000
Excess (deficiency) of Sources over Uses	24,892	(26,495)	(8,100)	(34,100)	66,300
Net	$ 24,892	$ (26,495)	$ (8,100)	$ (34,100)	$ 66,300
Cash Balance- January 1	$ 679,861	$ 704,753	$ 678,258	$ 678,258	$ 644,158
Cash Balance December 31	$ 704,753	$ 678,258	$ 670,158	$ 644,158	$ 710,458

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Fund: **Governmental Building Asset Internal Service Fund**

Establishment

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.

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 2017	Actual 2018	Projected 2019	Projected 2020
# Projects	1	1	9	11

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2020 Annual Budget
Governmental Building Asset Internal Service Fund

	2017 Actual	2018 Actual	2019 Original Budget	2019 Final Budget	2020 Proposed Budget
Sources					
Rental Charges	$ 558,400	$ 579,400	$ 651,100	$ 1,049,900	$ 1,084,200
Cost Sharing	-	-	-	-	2,750,000
Grants	-	-	-	-	4,800,000
Investment Income	48,929	46,315	25,000	43,750	35,000
Miscellaneous	160	-	-	-	-
Total Revenue	607,489	625,715	676,100	1,093,650	8,669,200
Uses					
Innovation Center/Incubator	-	-	-	-	6,000,000
Public Works Interior Workspace Improvements	-	-	100,000	100,000	-
Ice Arena Lobby Space Renovation	-	-	-	75,000	-
Police Station Furniture	-	13,073	-	-	-
Sand Venture Tree Removal & Windscreen	-	-	-	-	45,000
Sand Venture Main Pool Pump	-	-	-	20,000	-
Sand Venture Small Drop Slide	-	-	-	15,000	-
Sand Venture Pool Filter Replacement	-	-	-	-	50,000
Sand Venture Building Rehab	-	-	-	-	40,000
Engineering Building Roof	9,550	2,710	-	-	-
Community Center/Ice Arena Façade Improvements	-	-	-	-	30,000
Community Center Gym/Walking Track Aesthetics	-	-	-	-	25,000
Community Center Emergency Exit Concrete Paving	-	-	-	-	20,000
Community Center Fitness Center Floor Repair	-	-	-	17,500	50,000
Community Center Gym Piping/Paint	-	-	-	50,000	-
Fire Station 1 Parking Lot Concrete	-	-	-	-	125,000
Fire Station 1 HVAC (2 Units)	-	16,000	-	63,000	-
Fire Station 1 Condensing Unit	-	4,950	-	-	-
Fire Station 1 Window Replacment	-	101,532	-	51,800	-
Fire Station 1&2 Generator Enclosures	-	-	24,000	24,000	-
Fire Station 2 Concrete Pavement	130,321	-	-	-	-
Fire Station 3	-	-	-	-	5,500,000
Library Roof Maintenance	-	-	20,000	20,000	-
City Hall/Police Station Landscaping	-	1,677	-	15,000	-
Miscellaneous Energy Efficency	-	-	-	6,000	50,000
Interfund Loan Interest	-	20,625	-	19,250	17,875
Total Expenditures	139,871	160,567	144,000	476,550	11,952,875
Excess (deficiency) of Sources over Uses	467,618	465,148	532,100	617,100	(3,283,675)
Interfund Loan*	1,700,000	(115,000)	(129,300)	215,000	160,000
Transfer In	-	-	-	2,084,504	-
Transfer Out					
City Hall Construction	(2,721,000)	(170,000)	(120,000)	(50,000)	-
Park Development Fund	-	-	-	-	(100,000)
Debt Service	(340,000)	(300,000)	(300,000)	(300,000)	(300,000)
Net	$ (893,382)	$ (119,852)	$ (17,200)	$ 2,566,604	$ (3,523,675)
Cash Balance- January 1	$ 3,865,428	$ 2,972,046	$ 2,852,194	$ 2,852,194	$ 5,418,798
Cash Balance December 31	$ 2,972,046	$ 2,852,194	$ 2,834,994	$ 5,418,798	$ 1,895,123

* Interfund loan payback from EDA became a funding source of the City Hall construction until 2019 when payments finished. The payments received on the interfund loan are transferred to the City Hall Fund as received. Payments Storm Drainage interfund loand are still recognized in the Building Fund.

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Fund: **Self Insurance Internal Service Fund**

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 inital 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.

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).

Workers Compensation:				
Deductible	10,000	25,000	25,000	25,000
Amount Paid	22,192	20,728	32,000	32,000
Experience Modification (less than 1.0 is good)	.7	.81	.90	NA
General Liability:				
Deductible	50,000	50,000	50,000	50,000
Amount Paid	19,650	12,789	15,000	18,000
Liability Rating (less than 1.0 is good)	0.878	.874	.829	NA

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2020 Annual Budget
Self Insurance Internal Service Fund

	2017 Actual	2018 Actual	2019 Original Budget	2019 Final Budget	2020 Proposed Budget
Sources					
Rental Charges	$ 844,509	$ 858,642	$ 918,100	$ 928,000	$ 950,000
Reimbursement	8,436	6,704	6,700	5,000	5,000
Investment Income	1,231	7,225	12,000	12,000	10,000
Miscellaneous	-	-			
Miscellaneous	5,264	6,739	-	7,900	8,000
Insurance Dividends	62,788	19,446	50,000	20,000	20,000
Total Revenue	922,228	898,756	986,800	972,900	993,000
Uses					
Liability Insurance	622,701	707,513	775,000	802,700	872,000
Claims	45,187	27,545	50,000	70,000	80,000
Miscellaneous	-	-	-	5,000	-
Total Expenditures	667,888	735,058	825,000	877,700	952,000
Excess (deficiency) of Sources over Uses	254,340	163,698	161,800	95,200	41,000
Transfer In	600,000	-	-	-	-
Net	$ 854,340	$ 163,698	$ 161,800	$ 95,200	$ 41,000
Cash Balance- January 1	$ 362,790	$ 1,217,130	$ 1,380,828	$ 1,380,828	$ 1,476,028
Cash Balance December 31	$ 1,217,130	$ 1,380,828	$ 1,542,628	$ 1,476,028	$ 1,517,028

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