Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost effectively, with integrity and transparency.

2021 Annual Budget

for the City of Shakopee, Minnesota

SHAKOPEE | MN

COMMUNITY PRIDE SINCE 1857

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City of
Shakopee, Minnesota

2021 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 16
Financial Management Policies 18
Employees by Function 30
Budget Resolutions 34

Combined Budget:
Summary 44

General Fund:
Summary 48
General Fund Revenue and Expenditures 49
General Fund Expenditures by Division:
Summary 55
General Government 57
Mayor & Council 58
Administration 62
City Clerk 66
Finance 70
Planning & Development 74
Facilities 78
Public Safety 83
Police 84
Fire 88
Building Inspection 82
Public Works 97
Engineering 98
Street Maintenance 102
Fleet 106
Park Maintenance 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
G.O. Tax Increment Revenue Bonds, Series 2020A 146

Capital Projects Funds:

Summary 149
Park Reserve 150
Capital Improvement 154
Tree Replacement 158

Enterprise Funds:

Summary 163
Sanitary Sewer 164
Surface Water 168
Refuse 172

Internal Service Funds:

Summary 175
Equipment 176
Park and Recreation Asset 178
Information Technology 180
Governmental Building Asset 182
Self-Insurance 184

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SHAKOPEE

Our Vision

Shakopee is a place where people want to be! A distinctive river town, with a multitude of business, cultural and recreational opportunities in a safe, welcoming and attractive environment for residents and visitors.

Our Mission

Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost effectively, with integrity and transparency.

Our Values

Integrity

We say what we mean, and we do what we say

Best for the Community

We work on behalf of community interests, not individual interests

Accountability

We are committed to achieving results and accountability for our actions

Innovation

We strive to creatively improve our services and our community

Welcoming, Open to Difference

We are receptive, we listen, and we are open to the differences of others

Fair and Consistent

We are fair, consistent, and respectful in our service to the public

Fun

We enjoy what we do, and we have fun doing it

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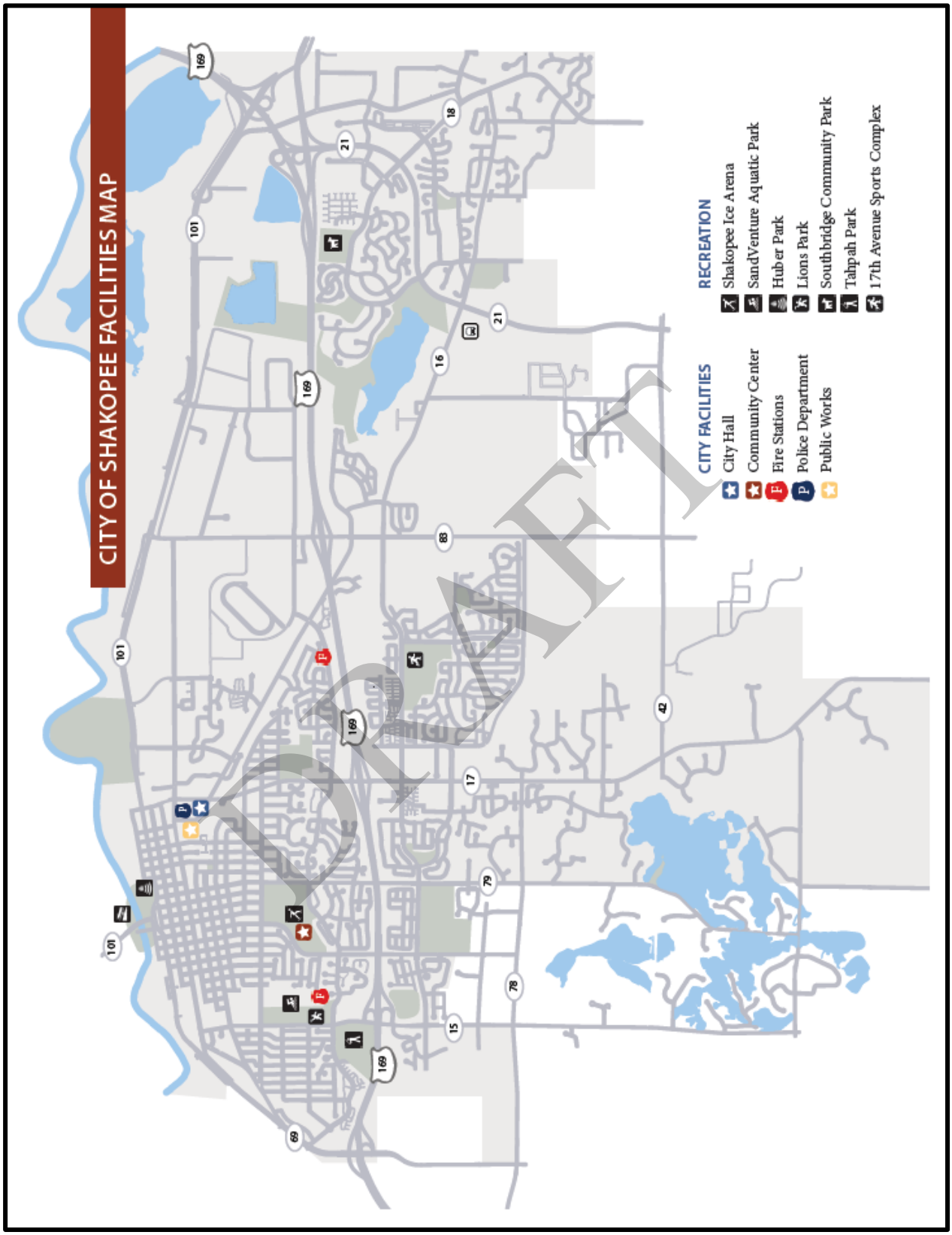
CITY OF SHAKOPEE FACILITIES MAP
CITY FACILITIES
City Hall
Community Center
Fire Stations
Police Department
Public Works
RECREATION
Shakopee Ice Arena
SandVenture Aquatic Park
Huber Park
Lions Park
Southbridge Community Park
Tahpah Park
17th Avenue Sports Complex
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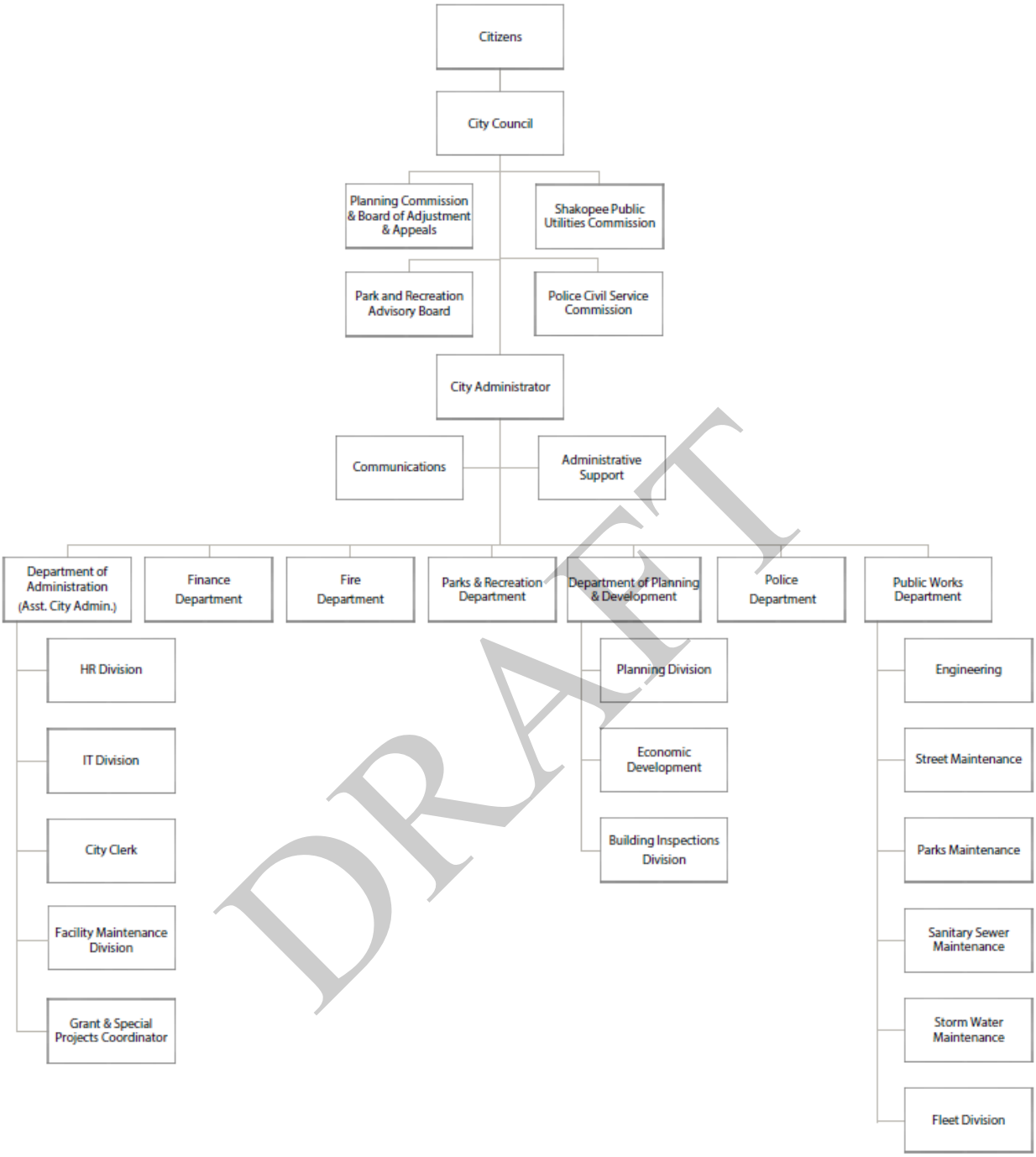
Citizens
City Council
Planning Commission & Board of Adjustment & Appeals
Shakopee Public Utilities Commission
Park and Recreation Advisory Board
Police Civil Service Commission
City Administrator
Communications
Administrative Support
Department of Administration (Asst. City Admin.)
Finance Department
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

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City Officials

Elected

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

Appointed

City Administrator	**William H. Reynolds**
Assistant Administrator	**Nathan Burkett**
Finance Director	**Nathan Reinhardt**
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 2021 estimated population is about 42,528. 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	42,528
Medium Home Value	266,800 (Scott County)
Total Taxable Market Value	5,564,554,200 (Scott County)
Miles of Roadway	165
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	130

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SHAKOPEE

To: Mayor and Council Members

From: Nate Reinhardt, Finance Director

Cc: Bill Reynolds, City Administrator

Date: November 17, 2020

Re: Draft Budget Workshop – November 17, 2020

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 preliminary budget and levy for your consideration.

From providing fun recreation programs and beautiful parks to ensuring safe neighborhoods, providing high-quality services enhance and protects people's lives. Responsible fiscal management also builds the foundation for the City to run smoothly and provide effective, innovative programs and services while keeping in mind ways to evolve to meet future expectations and demands. Decisions are made with the future in mind to ensure the city's ongoing ability to provide quality services at a reasonable price.

In February 2020, the City Council adopted its 2020-24 strategic plan, which lays out the City Council's strategic priorities while serving as a broad, guiding document for city staff to do its work. The strategic priorities of Financial Stability, Enhanced Community Strengths, Effective Public Services and Communication are key considerations of the 2021 budget.

Staff has proposed budgets with minimal or no impact to residents in recent years. However, 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 nor other local governments. Additionally, the COVID-19 pandemic has impacted city recreational programming and revenues during the current year and leaves unknowns about longer lasting impacts to future revenue collections, market values, and resident and business finances.

The City's estimated market value for taxes payable 2021 increased $521 million (8.6 percent) to $6.6 billion. New construction accounts for $116 million (22.2 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.

This past year total residential taxable market value increased 7.0 percent (including new construction) according to data from Scott County. Over 80 percent of the homes are seeing an increase between 0 and 10 percent. As outlined in this memo, staff recommends increasing the city's preliminary levy 3.13 percent. For the median value home whose property value increased by 6.3 percent, from $251,000 to $266,800, this equates to an increase of $5 or (0.6 percent) annually in property taxes. Absent any change in value, homeowners can expect a tax decrease of ($50) or about (6.2 percent). The proposed tax levy will drop the city's tax rate from 33.965 percent to 31.851 percent, a decrease of 2.114 percent.

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Development is expected to continue due in part to an 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 growth it has for the last few years.

Enhanced Fire Department Staffing Model

In August, the City Council was provided an update on a fire department staffing model that was implemented as a result of COVID-19. This included staffing with four part-time firefighters Monday through Friday from 3pm to 7am and the full day on Saturday and Sunday. This modification has resulted in a decrease in the average response time from 6:30 to 1:30 (in minutes). The shorter response time is essential for medicals and allows the responders to reach a fire prior to the flashover point, resulting in safer conditions and increased property preservation. The scheduled shifts have been well received by part-time firefighters, who can better plan their home life, which will ultimately improve recruitment and retention.

The city intends to continue this staffing model, increasing the 2021 fire department personnel cost by $266,173. However, staff is recommending to not replace the Rescue 2 Fire Truck, which is scheduled to be replaced in 2026 for $450,000. Through a combination or a reduction in equipment rent charges, operational adjustments, and the proportionate share allocated to the townships, the net impact for 2021 has been reduced to $175,000.

It is important to note, the last several years the city's capital improvement plan included the design and construction of a third fire station in the southeast region of the city, at an estimated price tag of $5.5 million. The cost did not include the additional equipping and vehicles that would be necessary to operate an additional fire station. Service levels in this area have vastly improved through this model, and as a result the addition of a third fire station is no longer being considered.

Park Development Fund

A property tax levy of $200,000 annually was approved last year for the Park Development fund. Traditionally, this fund is primarily supported by park dedication fees. Park dedication fees will remain the primary source, but there are also projects that need additional funding beyond park dedication fees as identified during the parks master planning process.

As an additional budget offset, the park development levy has been removed from 2021. This allows the city to reduce the total levy and subsequent impact on taxpayers. Planned timing and scope of future park development projects will be revised as necessary to accommodate the $200,000 park development levy reduction.

Wages and benefits

All three union contracts expire on December 31, 2020. Initial negotiations have begun with the public works, patrol and sergeant unions. At this point, it is uncertain as to whether the contracts will be settled by year end. The preliminary 2021 budget has been built with the assumption that union and non-union wages will <u>not</u> receive a cost of living adjustment for 2021. However, funds have been included for potential market rate adjustments for the aforementioned union groups.

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The city's health insurance rates will be increasing about 3-percent for 2021 or $62,800 following a 5-percent increase in 2020. 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.

In August, the city filled an open Human Resource specialist position with an Administrative Assistant. As part of that process, it was determined that duties of the Administrative Assistant position could be re-distributed and completed by current staff. The 2021 budget proposes the elimination of the Administrative Assistant position, resulting in a net savings of $94,700.

The City was awarded a Minnesota Department of Labor and Industry Building Official Training Grant that will provide $65,000 of annual funding per year for 2 years to hire a new Building Official. The grant award and salary has been included in 2021. The net city cost of the position is $29,900.

Step increases for existing employees, workers compensation premium increases, pension expense and other adjustments result in an additional $349,200 budget allocation for 2021.

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. 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.

In 2018, 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. 2021 will be the third of four years and adds an additional $67,200 to the 2021 budget. Increases in replacement costs resulted in an additional $41,400 increase to equipment rent charges. These increases are partially offset by a $46,000 reduction in the fire department rents for previously mentioned fire department staffing changes.

Other Services & Charges

The 2021 budget request provides a net reduction in other services and charges of $159,800. The reductions included $90,500 in the Community Center related to advertising, training and contractual cleaning services. The 2020 budget also included a one-time expense for Tyler building permit software that did not carry forward to 2021. The remainder of other services and

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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 2021.

Revenues

The city's building permits have been strong over the past few 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 than what we have seen the last two to three years. The city is forecasting a $54,000 (3 percent) decline in budgeted building permit revenue for 2021, as a result of a decrease in available developable property within the city limits and a more uncertain economy.

The community center and ice arena revenues saw an increase in revenues from 2018 to 2019 and revenues were looking like they were going to continue to expand in 2020 before COVID-19 facility closures. The 2021 budget projections used the 2019 actual revenues as the baseline for the forecasted budgeted amounts. This resulted in a budgeted increase of $38,600 (1.7 percent).

Overall, the city is anticipating a net increase in non-tax revenue sources of $204,400.

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 taxable market value, which for 2021 would be a maximum of approximately $936,750. 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 2021, which is the same levy amount since 2018.

Debt Service

The city's total debt service payments are to remain stable at approximately $2.2 million annually. Council has approved a debt service reduction resolution on September 15 using available fund balances in the existing debt service funds. The city's 2010A Improvement bonds will be paid off and will no longer require a debt levy moving forward. A breakdown and comparison of the individual debt levies is provided in the levy analysis chart.

Capital Project Funds

The Capital Improvement Plan (CIP) is a five-year plan to provide and maintain public facilities and infrastructure. The 2021-2025 CIP document is a planning document and not an official budget document, however the 2021 CIP projects have been brought forward into the 2021 budget for official approval. The CIP identifies $50 million in projects for 2021, including projects contingent upon successful outside funding. As part of that review staff discussed future funding deficiencies in the capital improvement and park development funds. A capital

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improvement bond issue of approximately $4 million is identified in the plan for 2021 to provide a funding source for projects in the capital improvement fund. The bond would be repaid with a combination of property tax dollars and special assessments. A debt issue would require a separate City Council approval next year, and if approved an additional required debt levy of approximately $200,000 would first occur in 2022.

Levy Request & Impact

Staff is recommending a city levy of $21,017,800, which is an increase of $637,300 or 3.13 percent over last year, and an EDA levy of $350,000, which is identical to last year. No changes were made to the levy from what was adopted as the preliminary levy in September. The preliminary levy is the maximum the city can levy; the final levy may be less than the preliminary levy but may not be more.

The city experienced 10.6 percent growth in tax capacity for taxes payable 2021. This is on top of 9.9 and 5.5 percent growth in 2020 and 2019, respectively. New construction accounts for about $1.26 million (22 percent) of additional tax capacity.

In terms of levy dollars, the new construction tax capacity allows for the city to increase the levy by approximately $420,000 (2.1 percent) without having a tax impact on existing properties.

The breakdown and comparison of the proposed 2021 levy is as follows:

City of Shakopee
Levy Analysis
November 17, 2020

	2020 Final	2021 Preliminary	Increase/ (Decrease)	% Change
City Levy				
General Fund	$ 17,136,900	$ 17,934,600	$ 797,700	4.65%
Abatements	155,700	194,600	38,900	24.98%
Capital Improvement Levy	700,000	700,000	-	0.00%
Park Development Levy	200,000	-	(200,000)	-100.00%
Debt Service				
2010A Improvement	69,900	-	(69,900)	-100.00%
2016 Abatement	2,118,000	2,188,600	70,600	3.33%
Total Debt Service	**2,187,900**	**2,188,600**	**700**	**0.03%**
Total City Levy	**$ 20,380,500**	**$ 21,017,800**	**$ 637,300**	**3.13%**
Shakopee EDA Special Levy	$ 350,000	$ 350,000	$ -	0.00%
Total City and EDA Levies	**$ 20,730,500**	**$ 21,367,800**	**$ 637,300**	**3.07%**

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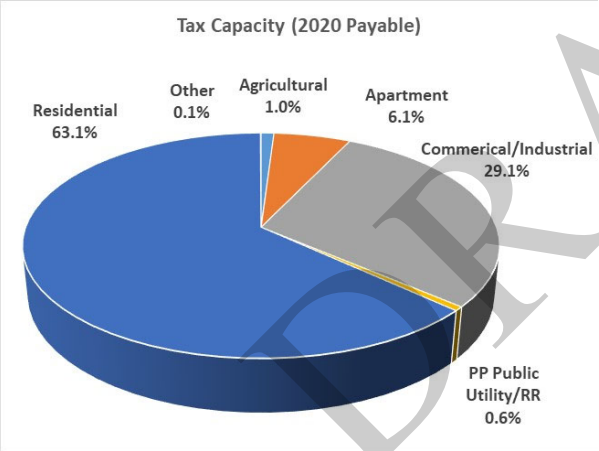
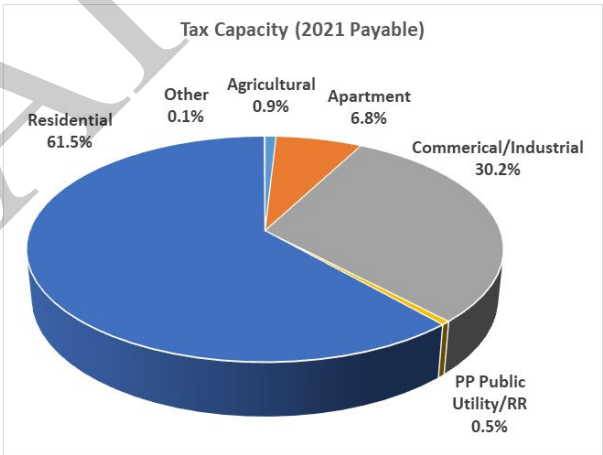
Estimated Market Value

Class	Payable 2020	Payable 2021	Change (%)
Agricultural	$103,793,600	$104,479,000	0.7%
Apartment	308,852,300	380,988,200	23.4%
Commercial/Industrial	1,471,217,600	1,682,420,000	14.4%
Public Utility/Railroad	29,725,500	29,725,500	0.0%
Residential	3,357,848,000	3,570,136,800	6.3%
Exempt	778,460,100	802,534,200	3.1%
Other	2,652,700	3,009,900	13.5%
Totals	$6,052,549,800	$6,573,293,600	8.6%

The city's estimated market value is at $6.57 billion, which is an increase of $520.7 million (8.6%) from last year. Apartment market value grew at the fastest rate, with double digit increases related to new growth as well as existing market values. Since 2018, spurred by growth the city has seen estimated market value increase by over $1.4 billion (28.0%).

Taxable Capacity





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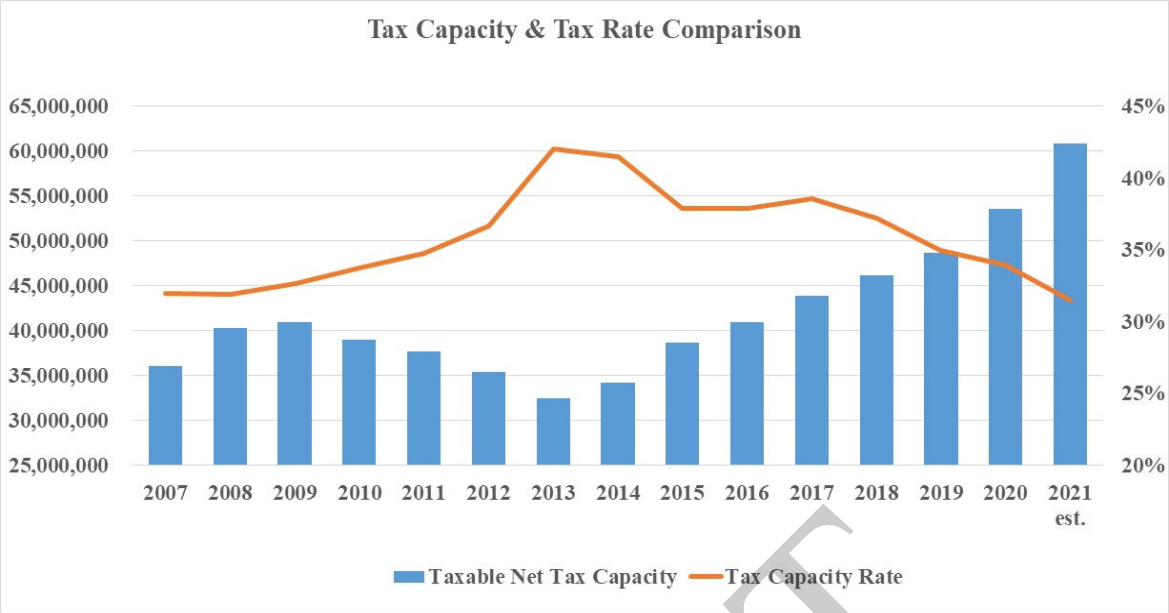
The city levies a flat dollar for taxes which is spread amongst all taxable properties in proportion to their percentage of the total tax capacity of the city. Residential represents 61.5% of the city's tax capacity. The comparison of this chart to last year shows that residential properties will pay 1.6% less of the share of total city property taxes in 2021, with apartment and commercial properties paying a proportionate percentage more.

The total tax capacity of the city is estimated at $59,106,628 compared to $53,424,462 in 2020, which is an increase of $5,682,166 (10.6%).



The proposed tax levy will drop the city's tax rate from 33.965 percent to 31.851 percent, a decrease of 2.114 percent. This is the 4th consecutive year of a tax rate decrease. Below is a chart comparing the city's tax capacity and tax rate over the past 15 years, including the 2021 preliminary levy.

Median Value Home

The chart above provides information on the median value home and city property taxes paid since 2016. The orange bar and amounts on the left axis represent the median value home. The grey shaded area and the amounts on the right axis is the property tax amount paid on the median value home. The value of the median value home has increased $15,800 (6.3 percent) from $251,000 to $266,800 over the past year. This equates to an increase of $5 (0.6 percent)

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annually in property taxes. Absent any change in value, homeowners can expect a tax decrease of ($50) or about (6.2 percent). Since 2016 the median value home has increased in value by 30.5 percent compared to just a 14.9 percent increase in property taxes paid by that home.

For reference a 1% increase/decrease in the city's 2021 levy amounts to approximately $9 annually on the median value home.

General Fund Proposed Budget

Below is the 2021 recommended General Fund budget. The budget incorporates the General Fund portion of the preliminary tax levy along with the budget impact items noted above.

The past few years we have seen record building permit volume. With larger projects we may see revenues collected in one year but incur inspections costs for that project in the following year. Last year the City Council formally committed $1,588,000 to be used in future years that included $795,000 in the adopted 2020 budget to offset related operations costs. The preliminary budget utilizes $500,000 of those committed revenues for the 2021 budget, which is a reduction of $295,000.

2021 Annual Budget
GENERAL FUND SUMMARY

	Actual 2018	Actual 2019	Original Budget 2020	Requested Budget 2021
TAXES	16,981,069.68	16,794,801.18	17,584,900.00	18,368,600.00
SPECIAL ASSESSMENTS	7,416.10	6,483.68	7,000.00	7,000.00
LICENSES AND PERMITS	2,606,017.99	4,656,994.54	2,191,100.00	2,139,100.00
INTERGOVERNMENTAL	1,460,417.32	1,573,434.61	1,326,600.00	1,441,200.00
CHARGES FOR SERVICES	6,782,395.19	7,084,697.22	6,778,500.00	6,929,500.00
FINES AND FORFEITURES	1,814.97	8,138.00	1,700.00	1,700.00
MISCELLANEOUS	268,081.22	581,819.17	208,200.00	235,000.00
TOTAL REVENUES	**28,107,212.47**	**30,706,368.40**	**28,098,000.00**	**29,122,100.00**
GENERAL GOVERNMENT	(4,628,230.83)	(4,705,860.79)	(4,880,700.00)	(4,817,500.00)
PUBLIC SAFETY	(11,626,545.73)	(12,731,159.55)	(13,264,200.00)	(13,895,700.00)
PUBLIC WORKS	(5,671,323.36)	(5,955,457.05)	(6,651,400.00)	(6,849,300.00)
RECREATION	(3,576,444.33)	(3,863,476.17)	(4,188,300.00)	(4,156,300.00)
UNALLOCATED	(39,823.69)	(25,250.92)	(130,300.00)	(131,200.00)
DEBT SERVICE	(22,140.00)	(22,140.00)	(22,100.00)	(22,100.00)
CAPITAL OUTLAY	(276,781.02)	(93,702.71)	(6,000.00)	0.00
TOTAL EXPENDITURES	**(25,841,288.96)**	**(27,397,047.19)**	**(29,143,000.00)**	**(29,872,100.00)**
TRANSFERS IN	262,525.99	250,000.00	250,000.00	250,000.00
PROCEEDS FROM SALE OF ASSETS	0.00	577.62	0.00	0.00
BOND PROCEEDS	0.00	0.00	0.00	0.00
TRANSFERS OUT	(2,187,000.00)	0.00	0.00	0.00
TOTAL OTHER FINANCING	**(1,924,474.01)**	**250,577.62**	**250,000.00**	**250,000.00**
COMMITTED FUNDS - BUILDING INSPECTIONS	0.00	0.00	795,000.00	500,000.00
NET	341,449.50	3,559,898.83	0.00	0.00

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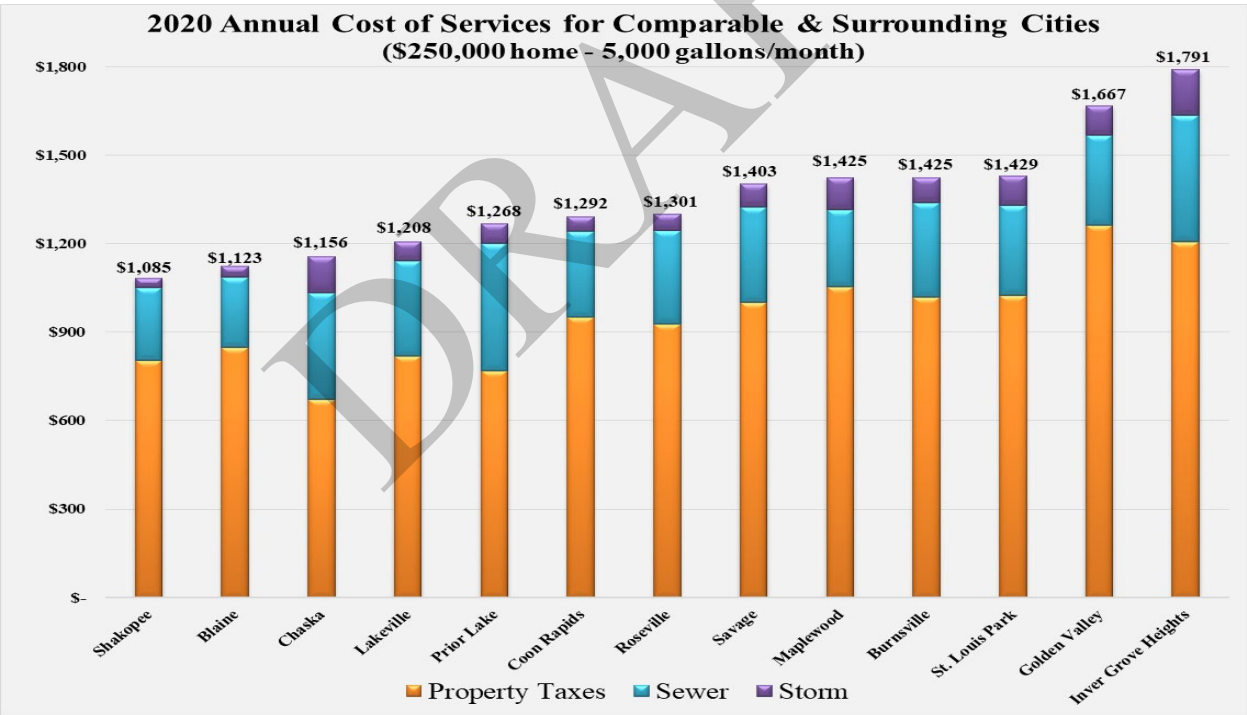
Enterprise Funds

The city operates two public utility funds Sewer and Surface Water. These funds operate on their own ability to generate revenues and receive no property tax support. The Sewer fund provides for the collection and conveyance of wastewater through a system of mains and lift stations. Sewage is treated by the Metropolitan Council Environmental Services, whose contracted services account for approximately 80 percent of the fund's operating expenditures. The Surface Water fund maintains the surface water system for the city, which includes 140 miles of storm sewer and 221 ponds.

As a result of a decrease in Met Council charges, staff will be proposing a utility rate decrease for Sanitary Sewer 2021 or $0.14 per 1,000 gallons and no change in Storm Water rates. A typical residential user of 5,000 gallons/month could expect an $8 annual decrease in their city utility costs.

Shakopee is far below comparable and surrounding cities when it comes to a cost comparison of city property taxes, sanitary sewer and storm charges. It is anticipated that the city will still be lower in 2021, as a result of the decrease in sewer rates and minimal impact on the median value home with the propose 2021 levy. The following chart provides the 2020 annual cost of services for a $250,000 value home (approximately media value home in Shakopee) and 5,000 gallons of water a month.



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Schedule for budget and property tax levy development

Date	Who	What
July 14, 2020	Council/Staff	Review Preliminary Capital Improvement Plan (CIP)
September 1, 2020	Council/Staff	Review proposed levy, initiatives and requests
September 15, 2020	Council	Adopt proposed maximum tax levy for City and EDA. Adopt final 2021-2025 CIP
September 30, 2020	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 17, 2020	Council/Staff	Work session to review budget document
December 1, 2020	Council	Hold public meeting to discuss levy and budget. Review and approve utility rates for 2021.
December 15, 2020	Council	Adopt final tax levy and budget
December 30, 2020	Staff	Certify final tax levy and budget to County and State

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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.

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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.

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.

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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.

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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	2018	2019	2020	2021
Governmental Funds				
General Government				
Administration				
City Administrator	1	1	1	1
Assistant City Administrator	1	1	1	1
Administrative Assistant	1	1	1	0
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	1	1	1	1
IT Director	1	1	1	1
IT Infrastructure Administrator	1	1	1	1
IT Analyst	1	1	1	1
IT Specialist	2	2	2	2
Total	**14**	**14**	**14**	**13**
City Clerk				
City Clerk	1	1	1	1
Deputy Clerk	1	1	1	1
Records Clerk	0.5	1	1	1
City Hall Receptionist	1	0.5	0.5	0.5
Total	**3.5**	**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	1	1	1	1
Administrative Assistant	1	0	0	0
Economic Development Specialist	0.25	0	0	0
Total	**5.65**	**4.4**	**4.4**	**4.4**
Facilities				
Facilities Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
Total	**2**	**2**	**2**	**2**

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Employees by Function	2018	2019	2020	2021
Public Safety				
Police				
Police Chief	1	1	1	1
Captain	2	2	2	2
Administrative Assistant	1	1	1	1
Sergeant	9	9	9	9
Investigator	5	5	5	5
School Resource	3	3	3	3
Victim & Community Services Coordinator	1	1	1	1
Patrol Officer	30	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	1	1	1	1
Receptionist	1	1	1	1
Total	**62.5**	**62.5**	**62.5**	**62.5**
Fire				
Fire Chief	1	1	1	1
Assistant Fire Chief	1	1	1	1
Fire Marshal	1	1	1	1
Fire Captain	1	1	1	1
Full-Time Firefighter	4	4	4	4
Total	**8**	**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	3
Electrical Inspector	0	1	1	1
Permit Coordinator	1	2	2	2
Administrative Assistant	1	1	1	1
Total	**5.1**	**7.1**	**7.1**	**8.1**

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Employees by Function	2018	2019	2020	2021
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	2	2	2
Engineering Technician	1	1	1	1
GIS Specialist	1	1	1	1
Administrative Assistant	1	1	1	1
Total	**8**	**9**	**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	0	0	0
Maintenance Operator	4	5	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	1	1
Park Lead	1	1	1	1
Maintenance Operator	7	7	8	8
Total	**9**	**9**	**11**	**11.2**
Natural Resources				
Water Resources/Environmental Engineer	0.2	0.2	0.2	0
Total	**0.2**	**0.2**	**0.2**	**0**

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Employees by Function	2018	2019	2020	2021
Recreation				
Park & Recreation Director	1	1	1	1
Recreation Supervisor	5	5	0	0
Programs and Service Manager	0	0	1	1
Recreation Facilities Manager	0	0	1	1
Recreation Supervisor	0	0	1	1
Aquatic Supervisor	0	0	1	1
Administrative Assistant	1	1	1	1
Community Engagement Coordinator	0	1	1	1
Recreation Specialist Senior Services	0	1	1	1
Arena Lead Worker	2	2	2	2
Guest Services	1	1	2	2
Lifeguard	1	1	1	1
Facility Manager	1	1	1	1
Maintenance Worker	2	2	2	2
Total	**14**	**16**	**16**	**16**
Economic Development				
EDA Fund				
Director of Planning & Development	0.5	0.5	0.5	0.5
Economic Development Specialist	0.75	1	1	1
Total	**1.25**	**1.5**	**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	0.8	0.8	0.8	0.8
Total	**3.3**	**3.3**	**3.3**	**3.3**
Total Employees	**156.00**	**160.00**	**162.00**	**162.00**

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Resolution No. R2020-101

A RESOLUTION SETTING PROPOSED MAXIMUM 2020 PROPERTY TAX LEVY COLLECTIBLE IN 2021

WHEREAS, the City Council of the City of Shakopee, is the governing body of the City of Shakopee; and

WHEREAS, Minnesota Statutes require that the preliminary property tax levy for property taxes payable in 2021 be provided to the Scott County Auditor no later than September 30, 2020.

NOW , THEREFORE, BE IT 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;

	2021 Requested
General Fund	$ 17,934,600
Abatements	194,600
Capital Improvement Fund	700,000
Debt Service	
2016	2,188,600
Total Property Taxes	$ 21,017,800

BE IT FURTHER RESOLVED, the public input meeting on the tax levy and budget is set for December 1, 2020 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 15th day of September 2020.

Mayor of the City of Shakopee

ATTEST:

City Clerk

DRAFT

RESOLUTION NO. R2020-102

A RESOLUTION CANCELING DEBT SERVICE LEVIES FOR TAXES PAYABLE IN 2021

WHEREAS, the City has reviewed balances of debt service funds and has determined sufficient funds are available for the repayment of debt; and

WHEREAS, Scott County requires a resolution be passed by the City Council if the levied amount is less that the required amount from the payment schedule of a bond;

NOW, THEREFORE BE IT 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	$ 544,950.00
2016A	GO Tax Abatement Bonds	$ 49,035.31

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 15th day of September 2020.

Mayor of the City of Shakopee

ATTEST:

City Clerk

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CITY OF SHAKOPEE, MINNESOTA

RESOLUTION NO. R2020-103

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 2021 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 2021.

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 2021.

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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 2021.

Approved by the City Council of the City of Shakopee, Minnesota this 15th day of September 2020.

Mayor

ATTEST:

City Clerk

DRAFT

RESOLUTION NO. R2020-129

A RESOLUTION SETTING 2020 PROPERTY TAX LEVY COLLECTIBLE IN 2021

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	$	17,934,600
Abatements		194,600
Capital Improvement Fund		700,000
Debt Service		
2016A		2,118,600
Total Property Taxes	$	21,017,800

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 15th day of December, 2020.

Mayor of the City of Shakopee

ATTEST:

City Clerk

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RESOLUTION NO. R2020-128

A RESOLUTION ADOPTING THE 2021 BUDGET

WHEREAS, the City Administrator and Finance Director have presented to the City Council a proposed 2021 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 2021 Budget is 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 15th day of December, 2020.

_____
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

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CITY OF SHAKOPEE, MINNESOTA

RESOLUTION NO. R2020-130

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

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

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

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

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

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

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

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

WHEREAS, pursuant to the Authority Resolution, the Authority has adopted a budget for fiscal year 2021 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 2021.

2. The City Council hereby approves the levy by the Authority of a special benefit tax pursuant to Section 469.033, subdivision 6 of the HRA Act in the amount equal to the lesser of a levy at a rate of 0.0185% of the estimated market value of taxable property within City or $350,000 with respect to taxes payable in calendar year 2021.

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Adopted in regular session of the City Council of the City of Shakopee, Minnesota this 15th day of December 2020.

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Mayor

ATTEST:

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City Clerk

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COMBINED BUDGET SUMMARY

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2021 Annual Budget
GOVERNMENT WIDE FUNDS

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECTS FUNDS	TOTAL
REVENUES:					
TAXES	$18,368,600	$568,800	$2,188,600	$1,600,000	$22,726,000
SPECIAL ASSESSMENTS	7,000	0	166,500	676,079	849,579
LICENSES AND PERMITS	2,139,100	0	0	1,200,000	3,339,100
INTERGOVERNMENTAL	1,441,200	0	0	3,274,000	4,715,200
CHARGES FOR SERVICES	6,929,500	12,000	0	0	6,941,500
FINES AND FORFEITURES	1,700	0	0	100,000	101,700
MISCELLANEOUS	235,000	350,500	0	400,063	985,563
TOTAL REVENUES	29,122,100	931,300	2,355,100	7,250,142	39,658,642
EXPENDITURES:					
GENERAL GOVERNMENT	(4,817,500)	(225,000)	0	0	(5,042,500)
PUBLIC SAFETY	(13,895,700)	0	0	0	(13,895,700)
PUBLIC WORKS	(6,849,300)	0	0	(22,210,000)	(29,059,300)
PARK AND RECREATION	(4,156,300)	0	0	0	(4,156,300)
ECONOMIC DEVELOPMENT	0	(393,875)	0	0	(393,875)
UNALLOCATED	(131,200)	0	0	0	(131,200)
DEBT SERVICE	(22,100)	0	(3,086,260)	0	(3,108,360)
TOTAL EXPENDITURES	(29,872,100)	(618,875)	(3,086,260)	(22,210,000)	(55,787,235)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(750,000)	312,425	(731,160)	(14,959,858)	(16,128,593)
OTHER FINANCING:					
TRANSFERS IN	250,000	0	778,400	2,590,930	3,619,330
BOND PROCEEDS	0	0	0	3,917,000	3,917,000
TRANSFERS OUT	0	0	0	(1,152,000)	(1,152,000)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	**($500,000)**	**$312,425**	**$47,240**	**($9,603,928)**	**($9,744,263)**
PROPERTY TAX LEVY REQUIRED TO SUPPORT THIS BUDGET	$18,129,200	$350,000	$2,188,600	$700,000	$21,367,800

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2021 Annual Budget
ENTERPRISE FUNDS

	SEWER FUND	SURFACE WATER FUND	REFUSE FUND	TOTAL
REVENUES:				
OPERATING REVENUES	$4,397,252	$1,324,600	$135,000	$5,856,852
EXPENSES:				
OPERATING EXPENSES	3,365,861	1,063,600	0	4,429,461
DEPRECIATION	0	0	117,000	117,000
OPERATING INCOME (LOSS)	**1,031,391**	**261,000**	**18,000**	**1,310,391**
NON-OPERATING INCOME	149,800	328,100	(500)	477,400
NON-OPERATING EXPENSES	(7,611,000)	(1,718,200)	(4,300)	(9,333,500)
NET INCOME (LOSS) BEFORE TRANSFERS	**(6,429,809)**	**(1,129,100)**	**13,200**	**(7,545,709)**
CAPITAL CONTRIBUTION	0	3,000	0	3,000
TRANSFERS IN	1,051,000	0	0	1,051,000
TRANSFERS OUT	(165,000)	(2,036,000)	0	(2,201,000)
NET INCOME (LOSS)	**(5,543,809)**	**(3,162,100)**	**13,200**	**(8,692,709)**

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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.

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2021 Annual Budget
GENERAL FUND SUMMARY

	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
TAXES	16,981,069.68	16,794,801.18	17,584,900.00	18,368,600.00
SPECIAL ASSESSMENTS	7,416.10	6,483.68	7,000.00	7,000.00
LICENSES AND PERMITS	2,606,017.99	4,656,994.54	2,191,100.00	2,139,100.00
INTERGOVERNMENTAL	1,460,417.32	1,573,434.61	1,326,600.00	1,441,200.00
CHARGES FOR SERVICES	6,782,395.19	7,084,697.22	6,778,500.00	6,929,500.00
FINES AND FORFEITURES	1,814.97	8,138.00	1,700.00	1,700.00
MISCELLANEOUS	268,081.22	581,819.17	208,200.00	235,000.00
TOTAL REVENUES	**28,107,212.47**	**30,706,368.40**	**28,098,000.00**	**29,122,100.00**
GENERAL GOVERNMENT	(4,628,230.83)	(4,705,860.79)	(4,880,700.00)	(4,817,500.00)
PUBLIC SAFETY	(11,626,545.73)	(12,731,159.55)	(13,264,200.00)	(13,895,700.00)
PUBLIC WORKS	(5,671,323.36)	(5,955,457.05)	(6,651,400.00)	(6,849,300.00)
RECREATION	(3,576,444.33)	(3,863,476.17)	(4,188,300.00)	(4,156,300.00)
UNALLOCATED	(39,823.69)	(25,250.92)	(130,300.00)	(131,200.00)
DEBT SERVICE	(22,140.00)	(22,140.00)	(22,100.00)	(22,100.00)
CAPITAL OUTLAY	(276,781.02)	(93,702.71)	(6,000.00)	0.00
TOTAL EXPENDITURES	**(25,841,288.96)**	**(27,397,047.19)**	**(29,143,000.00)**	**(29,872,100.00)**
TRANSFERS IN	262,525.99	250,000.00	250,000.00	250,000.00
PROCEEDS FROM SALE OF ASSETS	0.00	577.62	0.00	0.00
BOND PROCEEDS	0.00	0.00	0.00	0.00
TRANSFERS OUT	(2,187,000.00)	0.00	0.00	0.00
TOTAL OTHER FINANCING	**(1,924,474.01)**	**250,577.62**	**250,000.00**	**250,000.00**
COMMITTED FUNDS - BUILDING INSPECTIONS	0.00	0.00	795,000.00	500,000.00
NET	**341,449.50**	**3,559,898.83**	**0.00**	**0.00**

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2021 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
01000 - GENERAL FUND				
REVENUES:				
TAXES:				
4011 - CURRENT PROPERTY TAX	(14,665,601.30)	(14,390,931.90)	(15,063,400.00)	(15,900,000.00)
4013 - MARKET VALUE CREDIT	(1,945.31)	(1,823.84)	0.00	0.00
4015 - FISCAL DISPARITIES	(2,015,891.16)	(2,103,197.50)	(2,229,200.00)	(2,229,200.00)
4020 - MOBIL HOME TAX	(276.59)	(255.72)	0.00	0.00
4025 - PAYMENT IN LIEU OF TAXES	(36,211.55)	(34,465.87)	(35,000.00)	(35,000.00)
4031 - EXCESS TAX INCREMENT	(1,169.44)	0.00	0.00	0.00
4032 - TAX ABATEMENT	169,440.00	168,202.00	155,700.00	194,600.00
4035 - OTHER TAXES	(5,674.40)	(2,632.20)	(10,000.00)	(10,000.00)
4040 - AGGREGATE TAX	(7,696.45)	(10,492.33)	0.00	0.00
4050 - LODGING TAX	0.00	0.00	0.00	0.00
4202 - CABLE FRANCHISE	(400,313.88)	(405,215.02)	(386,000.00)	(372,000.00)
4203 - TRACK FRANCHISE	(15,729.60)	(13,988.80)	(17,000.00)	(17,000.00)
TAXES	**(16,981,069.68)**	**(16,794,801.18)**	**(17,584,900.00)**	**(18,368,600.00)**
SPECIAL ASSESSMENT:				
4110 - SPECIAL ASSESSMENT PRINCIPAL	(4,478.31)	(3,178.01)	(5,000.00)	(5,000.00)
4111 - SPEC ASSESSMENT INTEREST	(1,346.91)	(2,683.77)	(2,000.00)	(2,000.00)
4112 - SA PENALTIES & INTEREST	(830.88)	(246.90)	0.00	0.00
4120 - SA PREPAY	(760.00)	(375.00)	0.00	0.00
SPECIAL ASSESSMENT	**(7,416.10)**	**(6,483.68)**	**(7,000.00)**	**(7,000.00)**
LICENSES AND PERMITS:				
4220 - LIQUOR LICENSE	(166,460.00)	(174,465.00)	(168,000.00)	(170,000.00)
4230 - BEER LICENSE	(2,942.00)	(1,524.00)	(2,600.00)	(2,600.00)
4240 - CIGARETTE LICENSE	(6,200.00)	(6,600.00)	(6,200.00)	(6,200.00)
4242 - DOG LICENSES	(16,435.00)	(17,895.00)	(15,000.00)	(15,000.00)
4243 - MISC BUSINESS LICENSE	(12,497.00)	(13,452.00)	(12,000.00)	(12,000.00)
4244 - MISC NON-BUSINESS LICENSE	0.00	(120.00)	0.00	0.00
4251 - BUILDING PERMITS	(786,336.35)	(1,762,337.34)	(630,000.00)	(630,000.00)
4255 - RE-ROOF PERMIT	(221,167.91)	(166,876.09)	(130,000.00)	(130,000.00)
4256 - WINDOWS-DOORS-RESIDING	(27,000.00)	(75,007.36)	(25,000.00)	(25,000.00)
4259 - PLAN REVIEW FEE	(568,112.53)	(969,579.51)	(425,000.00)	(425,000.00)
4261 - PLUMBING PERMITS	(168,957.18)	(311,292.32)	(135,000.00)	(120,000.00)
4265 - MECHANICAL PERMITS	(156,450.13)	(297,142.67)	(150,000.00)	(130,000.00)
4267 - ELECTRICAL PERMITS	(85,460.50)	(213,544.97)	(144,000.00)	(125,000.00)
4272 - SEWER & WATER PERMITS	(68,911.88)	(46,857.38)	(30,000.00)	(30,000.00)
4274 - FIRE INSPECTION PERMITS	(42,231.84)	(54,871.52)	(43,000.00)	(43,000.00)
4275 - INSPECTIONS	(3,250.00)	(6,552.00)	(2,800.00)	(2,800.00)
4276 - FENCE PERMITS	0.00	60.00	0.00	0.00
4280 - ROW PERMITS	(129,435.75)	(108,613.95)	(120,000.00)	(120,000.00)
4282 - WOODLAND MANAGEMENT FEE	0.00	0.00	0.00	0.00
4284 - MISC BUSINESS PERMITS	(500.00)	(450.00)	0.00	0.00
4299 - ELECTRONIC RECOVERY FEE	(143,669.92)	(429,873.43)	(152,500.00)	(152,500.00)
LICENSES AND PERMITS	**(2,606,017.99)**	**(4,656,994.54)**	**(2,191,100.00)**	**(2,139,100.00)**

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2021 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
INTERGOVERNMENTAL:				
4410 - FEDERAL GRANTS	(85,878.57)	(24,108.82)	(16,000.00)	(16,000.00)
4411 - TZD OUTSIDE AGENCIES	0.00	0.00	0.00	0.00
4450 - STATE GRANTS & AIDS	(73,846.02)	(208,300.12)	(77,400.00)	(139,000.00)
4455 - PERA AID	(18,170.00)	(18,170.00)	0.00	0.00
4460 - STATE AID - MAINT	(477,763.00)	(542,741.00)	(490,000.00)	(526,000.00)
4462 - STATE AID - FIRE	(259,378.03)	(267,203.27)	(270,000.00)	(275,000.00)
4465 - STATE AID - POLICE	(408,179.52)	(428,971.60)	(430,000.00)	(442,000.00)
4467 - POLICE TRAINING REIMBURSEMENT	(44,979.18)	(48,714.66)	(43,200.00)	(43,200.00)
4480 - OTHER GRANTS/AIDS	(3,408.00)	(12,825.00)	0.00	0.00
4482 - COUNTY GRANTS/AIDS	(1,000.00)	(20,900.14)	0.00	0.00
4490 - OTHER LOCAL GRANTS/AIDS	(87,815.00)	(1,500.00)	0.00	0.00
INTERGOVERNMENTAL	**(1,460,417.32)**	**(1,573,434.61)**	**(1,326,600.00)**	**(1,441,200.00)**
CHARGES FOR SERVICES:				
4511 - ADMINISTRATIVE CHARGES	(44,008.13)	(44,126.96)	(40,300.00)	(40,300.00)
4513 - SALE OF DOCUMENTS	(1,359.45)	(654.00)	(900.00)	(900.00)
4527 - RECORDING FEE	(70.00)	0.00	0.00	0.00
4540 - CONDUIT DEBT ADMIN FEE	(50,000.00)	0.00	0.00	0.00
4571 - APPEAL	0.00	0.00	0.00	0.00
4572 - SIGNS	(24,604.01)	(22,025.00)	(18,000.00)	(18,000.00)
4574 - REZONE/COMP PLAN	0.00	0.00	0.00	0.00
4575 - ZONING LETTER	0.00	0.00	0.00	0.00
4576 - LAND DIVISION ADMIN/ANNEXATIO	0.00	0.00	0.00	0.00
4577 - AUAR	0.00	(52,300.00)	(50,000.00)	(50,000.00)
4579 - P U D	0.00	0.00	0.00	0.00
4581 - PRELIMINARY PLAT	0.00	0.00	0.00	0.00
4582 - FINAL PLAT	0.00	0.00	0.00	0.00
4583 - MINOR SUBDIVISION	0.00	0.00	0.00	0.00
4584 - VACATION	0.00	0.00	0.00	0.00
4585 - VARIANCE	0.00	0.00	0.00	0.00
4586 - CUP	0.00	0.00	0.00	0.00
4587 - PLANNING/ZONING APPLICATIONS	(75,860.00)	(56,970.00)	(40,000.00)	(18,000.00)
4589 - SIGN ADJUSTMENT	0.00	0.00	0.00	0.00
4620 - ENGINEER FEE - PRIVATE	(387,456.82)	(631,101.29)	(400,000.00)	(400,000.00)
4621 - ENGINEER FEE - PUBLIC	(351,239.44)	(285,255.23)	(400,000.00)	(400,000.00)
4622 - PARK FEE - PUBLIC	0.00	(23,462.30)	(1,000.00)	(1,000.00)
4630 - GRADE FEE	(114,154.00)	(101,815.40)	(91,000.00)	(91,000.00)
4642 - POLICE SERVICES	(523,346.67)	(574,570.37)	(435,000.00)	(467,500.00)
4643 - VALLEY FAIR	(39,045.50)	(40,975.86)	(40,000.00)	(40,000.00)
4646 - FALSE ALARMS	(11,615.00)	(6,510.00)	(3,000.00)	(3,000.00)
4647 - TRIBAL CONTRIBUTION	(105,000.00)	(110,000.00)	(115,000.00)	(150,000.00)
4660 - FIRE SERVICES	(182,772.00)	(191,115.00)	(190,000.00)	(227,200.00)
4680 - MISC PUBLIC WORKS	(240.00)	(788.00)	0.00	0.00
4681 - CAR/TRUCK WASHES	(3,634.00)	(11,374.00)	(11,000.00)	(12,200.00)
4705 - ELECTRIC (SPUC)	(2,431,862.64)	(2,319,977.03)	(2,600,000.00)	(2,600,000.00)
4751 - REFUSE CHARGES	(23,299.44)	(26,115.00)	(23,000.00)	(23,000.00)

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2021 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
4761,4762 - MEMBERSHIPS	(825,902.92)	(898,266.79)	(713,500.00)	(766,500.00)
4766 - GENERAL ADMISSIONS	(301,533.48)	(329,420.50)	(310,000.00)	(301,500.00)
4770 - LESSONS	(111,155.00)	(124,272.25)	(104,000.00)	(93,000.00)
4774 - ICE RENTAL - PRIME TAXABLE	(163,112.68)	(181,484.25)	(200,000.00)	(240,000.00)
4775 - ICE RENTAL - PRIME EXEMPT	(479,290.41)	(473,542.50)	(500,000.00)	(527,500.00)
4780 - YOUTH ACTIVITIES	(130,190.86)	(136,986.25)	(100,000.00)	(100,000.00)
4781 - YOUTH SPORTS ASSOCATIONS	(81,148.00)	(75,056.00)	(65,000.00)	(70,000.00)
4794 - ADULT SPORTS	(8,455.00)	(28,070.00)	(40,000.00)	(30,000.00)
4795 - ADULT ACTIVITIES	(56,926.91)	(42,817.28)	(15,500.00)	(41,000.00)
4796 - ROOM RENTALS	(45,542.31)	(60,737.50)	(42,000.00)	(43,600.00)
4797 - ROOM RENTAL- NONTAXABLE/EXEM	(59,469.92)	(61,776.35)	(63,000.00)	(47,000.00)
4798 - PARK FACILITY RENTAL	(1,880.10)	(2,692.91)	(1,000.00)	(1,000.00)
4799 - PARK FIELD RENTALS	(729.50)	(908.00)	(700.00)	(700.00)
4800 - SKATE SHARPENING	(9,920.00)	(10,315.00)	(9,000.00)	(9,000.00)
4801 - DAMAGE DEPOSIT	(4,997.78)	(2,286.26)	(2,000.00)	(2,000.00)
4808 - PARK FAC. RENT - NONTAX/EXEMPT	(39,987.50)	(43,925.00)	(38,000.00)	(42,800.00)
4810 - CONCESSION STANDS	(44,402.73)	(46,715.06)	(38,500.00)	(35,500.00)
4812 - VENDING CONCESSION COMMISSION	(10,248.29)	(13,100.58)	(7,300.00)	0.00
4816 - NON-RESIDENT FEE/TOWNSHIP PYMT	0.00	(1,250.00)	(1,500.00)	(1,000.00)
4817 - ARENA ADVERTISING	(28,063.70)	(42,584.80)	(60,000.00)	(35,000.00)
4818 - OTHER RECREATION FEES	(9,871.00)	(9,354.50)	(9,300.00)	(300.00)
CHARGES FOR SERVICES	**(6,782,395.19)**	**(7,084,697.22)**	**(6,778,500.00)**	**(6,929,500.00)**
FINES & FORFEITS:				
4821 - FINES & FORFEITS	(1,814.97)	(8,138.00)	(1,700.00)	(1,700.00)
FINES & FORFEITS	**(1,814.97)**	**(8,138.00)**	**(1,700.00)**	**(1,700.00)**
MISCELLANEOUS:				
4833 - INTEREST	(196,119.63)	(241,187.74)	(200,000.00)	(210,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	16,061.97	(259,500.48)	16,300.00	0.00
4530 - ANTENNA RENTAL	(10,231.42)	(10,640.63)	(10,700.00)	(10,700.00)
4843 - COMMISSIONS	(571.07)	(1,228.46)	(500.00)	(500.00)
4845 - CONTRIBUTIONS	(58,912.92)	(8,918.96)	0.00	0.00
4850 - MISCELLANEOUS	(18,068.15)	(60,342.90)	(13,300.00)	(13,800.00)
4853 - INSURANCE REIMBURSEMENT	(240.00)	0.00	0.00	0.00
MISCELLANEOUS	**(268,081.22)**	**(581,819.17)**	**(208,200.00)**	**(235,000.00)**
REVENUES	**(28,107,212.47)**	**(30,706,368.40)**	**(28,098,000.00)**	**(29,122,100.00)**
EXPENDITURES:				
WAGES & BENEFITS:				
6002 - WAGES	11,067,175.81	11,726,378.64	12,559,400.00	12,936,500.00
6005 - OVERTIME-FT	532,500.63	554,166.92	475,200.00	475,200.00
6010 - PREMIUM PAY	15,594.56	9,342.11	17,000.00	17,000.00
6015 - WAGES - PART TIME/TEMP	1,290,115.26	1,375,133.28	1,545,300.00	1,798,900.00
6017 - OVERTIME-PART TIME/TEMP	20,610.60	22,033.95	14,800.00	14,800.00
WAGES	**12,925,996.86**	**13,687,054.90**	**14,611,700.00**	**15,242,400.00**
6122 - PERA	1,350,685.78	1,477,083.09	1,582,300.00	1,622,000.00

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2021 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
6124 - FICA	594,837.95	636,048.39	756,900.00	647,200.00
6135 - HEALTH	1,438,940.89	1,509,535.60	1,667,400.00	1,749,100.00
6139 - POST EMPLOYMENT HEALTH PLAN	74,213.06	61,027.54	64,300.00	64,800.00
6140 - LIFE/LTD	30,608.70	35,988.67	35,800.00	37,100.00
6145 - DENTAL	63,503.98	65,124.84	76,900.00	83,100.00
6160 - UNEMPLOYMENT	455.27	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	346,071.22	371,943.44	461,800.00	601,900.00
6180 - COMPENSATED ABSENCES	132,381.21	94,595.89	230,400.00	239,800.00
6186 - PENSION EXPENSE	60,010.00	86,193.00	65,000.00	90,000.00
BENEFITS	**4,091,708.06**	**4,337,540.46**	**4,940,800.00**	**5,135,000.00**
WAGES & BENEFITS	**17,017,704.92**	**18,024,595.36**	**19,552,500.00**	**20,377,400.00**
SUPPLIES AND SERVICES:				
6202 - OPERATING SUPPLIES	370,842.09	426,829.87	362,600.00	358,150.00
6203 - TOOLS	86.19	7,585.09	7,500.00	7,500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	10,320.00	6,183.25	5,000.00	1,000.00
6205 - GRANT EXPENDITURES	6,784.12	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	22,963.75	22,867.85	20,500.00	21,200.00
6212 - UNIFORMS/CLOTHING	98,333.70	105,393.18	106,100.00	95,200.00
6213 - FOOD	10,826.45	8,763.86	14,800.00	11,300.00
6215 - MATERIALS	177,908.84	266,853.32	178,000.00	205,000.00
6222 - MOTOR FUELS & LUBRICANTS	215,435.63	218,082.08	203,700.00	202,700.00
6230 - BUILDING MAINT SUPPLIES	62,457.51	58,392.12	60,500.00	71,500.00
6240 - EQUIPMENT MAINT SUPPLIES	142,620.63	161,369.70	144,800.00	144,400.00
6250 - MERCHANDISE	17,240.37	15,858.05	15,000.00	15,000.00
6280 - PURCHASE OF EVIDENCE	0.00	90.00	0.00	0.00
6281 - PURCHASE OF INFORMATION	0.00	80.00	0.00	0.00
6282 - PURCHASE OF SERVICES	350.95	0.00	0.00	0.00
6310 - ATTORNEY	64,910.33	70,204.99	61,200.00	63,750.00
6312 - ENGINEERING/DESIGN CONSULTANT	15,450.00	15,260.50	10,000.00	30,000.00
6314 - COMPUTER SERVICES	0.00	10,628.75	0.00	0.00
6315 - BUILDING MAINT.	224,544.30	196,195.03	179,700.00	180,000.00
6316 - EQUIPMENT MAINTENANCE	138,222.22	143,605.66	125,900.00	113,600.00
6318 - FILING FEES	1,405.30	353.00	500.00	500.00
6320 - LODGING TAX	0.00	0.00	0.00	0.00
6322 - PAVEMENT PRESERVATION	466,783.54	469,440.59	570,000.00	580,000.00
6326 - CLEANING SERVICES	192,747.00	181,916.00	169,000.00	104,000.00
6327 - OTHER PROF SERVICES	934,486.90	1,139,973.76	1,008,200.00	870,000.00
6332 - POSTAGE	24,865.20	26,905.46	33,400.00	38,000.00
6334 - TELEPHONE	85,777.12	83,848.45	89,100.00	89,500.00
6336 - PRINTING/PUBLISHING	103,656.98	106,201.44	102,800.00	92,900.00
6338 - ADVERTISING	6,664.61	4,885.00	19,200.00	5,200.00
6339 - COMPUTER ACCESS	15,070.53	16,462.05	14,400.00	14,700.00
6351 - INSURANCE PREMIUM (IS FUND)	400,220.00	392,400.00	388,000.00	388,000.00
6352 - LIABILITY	0.00	355.00	0.00	0.00
6360 - UTILITY SERVICE	3,422.64	2,839.31	3,200.00	3,200.00
6362 - ELECTRIC	662,879.19	657,878.17	648,000.00	644,900.00

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2021 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
6364 - WATER	55,233.89	45,296.32	48,900.00	48,100.00
6365 - GAS	189,856.79	178,986.35	183,300.00	183,300.00
6366 - SEWER	18,153.27	20,969.85	18,900.00	18,650.00
6367 - REFUSE	3,937.77	1,704.33	5,000.00	5,000.00
6368 - STORM	35,671.77	35,759.67	37,700.00	37,500.00
6400 - RENTALS	0.00	145.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	306,113.04	413,021.48	449,200.00	494,800.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	384,099.96	403,200.12	589,700.00	588,600.00
6420 - EQUIPMENT RENT	47,323.93	44,730.38	46,200.00	46,200.00
6425 - EQUIPMENT RENT (IS FUND)	897,799.96	994,599.96	1,089,800.00	1,152,400.00
6430 - BUILDING RENT (IS FUND)	895,300.08	999,000.12	1,041,000.00	1,045,800.00
6435 - OTHER RENT	15.00	0.00	0.00	0.00
6435 - OTHER RENT	8,982.51	12,124.33	9,500.00	12,100.00
6440 - PARK RENT (IS FUND)	427,400.04	449,600.04	569,800.00	593,000.00
6471 - WELLNESS PROGRAM	8,081.02	9,528.38	12,000.00	12,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	127,894.84	138,993.69	151,200.00	135,700.00
6475 - TRAVEL/SUBSISTENCE	50,550.75	72,828.16	76,900.00	59,100.00
6480 - DUES	184,126.94	184,665.98	180,200.00	183,050.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	5,235.68	8,359.74	7,300.00	7,100.00
SUPPLIES AND SERVICES	**8,123,053.33**	**8,831,215.43**	**9,057,700.00**	**8,973,600.00**
MISCELLANEOUS EXPENSE:				
6610 - AWARDS & DAMAGES	6,000.00	0.00	0.00	0.00
6630 - PAYMENT TO FIRE RELIEF	261,378.03	278,203.27	270,000.00	275,000.00
6640 - DESIGNATED MISCELLANEOUS	33,513.69	25,465.82	50,000.00	50,000.00
6645 - SERVICE AWARDS	4,812.86	5,600.05	5,000.00	5,000.00
6650 - CREDIT CARD FEES	94,003.05	113,637.01	102,200.00	91,500.00
6660 - BANK FEES- NSF FEE	(148.19)	(228.66)	0.00	0.00
6661 - CASH SHORT	143.25	(136.80)	0.00	0.00
6670 - RECREATION SCHOLARSHIPS	1,907.00	2,853.00	2,500.00	2,500.00
6681 - CONTINGENCY	0.00	0.00	75,000.00	75,000.00
MISCELLANEOUS EXPENSE	**401,609.69**	**425,393.69**	**504,700.00**	**499,000.00**
CAPITAL OUTLAY:				
6730 - BUILDINGS	0.00	0.00	0.00	0.00
6740 - EQUIPMENT	276,781.02	93,702.71	6,000.00	0.00
CAPITAL OUTLAY	**276,781.02**	**93,702.71**	**6,000.00**	**0.00**
DEBT SERVICE:				
6830 - CAPITAL LEASE PAYMENT	18,787.67	19,926.77	21,100.00	21,100.00
6890 - DEBT SERVICE - OTHER CHARGES	3,352.33	2,213.23	1,000.00	1,000.00
DEBT SERVICE	**22,140.00**	**22,140.00**	**22,100.00**	**22,100.00**
EXPENDITURES	**25,841,288.96**	**27,397,047.19**	**29,143,000.00**	**29,872,100.00**
OTHER FINANCING:				
TRANSFERS IN:				
8010 - OPERATING TRANSFERS IN	(262,525.99)	(250,000.00)	(250,000.00)	(250,000.00)

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2021 Annual Budget
Company: 01000- GENERAL FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
TRANSFERS IN	**(262,525.99)**	**(250,000.00)**	**(250,000.00)**	**(250,000.00)**
TRANSFERS OUT:				
8053 - TRANSFERS OUT	2,187,000.00	0.00	0.00	0.00
TRANSERS OUT	**2,187,000.00**	**0.00**	**0.00**	**0.00**
GAIN/LOSS ON DISPOSAL OF ASSET:				
4855 - SALE OF ASSETS	0.00	(577.62)	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	**0.00**	**(577.62)**	**0.00**	**0.00**
PROCEEDS FROM DEBT/LEASES ISSUED:				
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**
OTHER FINANCING	**1,924,474.01**	**(250,577.62)**	**(250,000.00)**	**(250,000.00)**
Total 01000 - GENERAL FUND	**(341,449.50)**	**(3,559,898.83)**	**795,000.00**	**500,000.00**

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2021 Annual Budget
Company: 01000- GENERAL FUND EXPENDITURES

Division	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
01000 - GENERAL FUND				
11 - MAYOR & COUNCIL	232,313.42	224,485.21	191,100.00	190,300.00
12 - ADMINISTRATION	1,818,575.48	1,940,653.98	2,102,700.00	2,044,100.00
13 - CITY CLERK	388,439.30	356,094.14	426,600.00	373,100.00
15 - FINANCE	910,602.35	881,205.77	966,700.00	982,800.00
17 - PLANNING & DEVELOPMENT	707,536.11	736,455.77	592,300.00	625,900.00
18 - FACILITIES	628,264.17	612,965.92	601,300.00	601,300.00
31 - POLICE DEPARTMENT	8,586,558.19	8,956,654.69	9,214,600.00	9,546,000.00
32 - FIRE	2,434,888.03	2,701,467.24	2,762,700.00	3,104,600.00
33 - BUILDING INSPECTIONS	822,285.18	1,086,560.75	1,286,900.00	1,245,100.00
41 - ENGINEERING	913,440.59	915,795.16	1,119,900.00	1,153,400.00
42 - STREET MAINTENANCE	2,207,180.01	2,373,378.01	2,405,300.00	2,513,300.00
44 - FLEET	428,615.26	416,627.39	450,500.00	471,000.00
46 - PARK MAINTENANCE	2,122,087.50	2,267,492.49	2,681,700.00	2,711,600.00
67 - RECREATION	3,600,679.68	3,901,959.75	4,210,400.00	4,178,400.00
91 - UNALLOCATED	39,823.69	25,250.92	130,300.00	131,200.00
Total 01000 - GENERAL FUND	**25,841,288.96**	**27,397,047.19**	**29,143,000.00**	**29,872,100.00**

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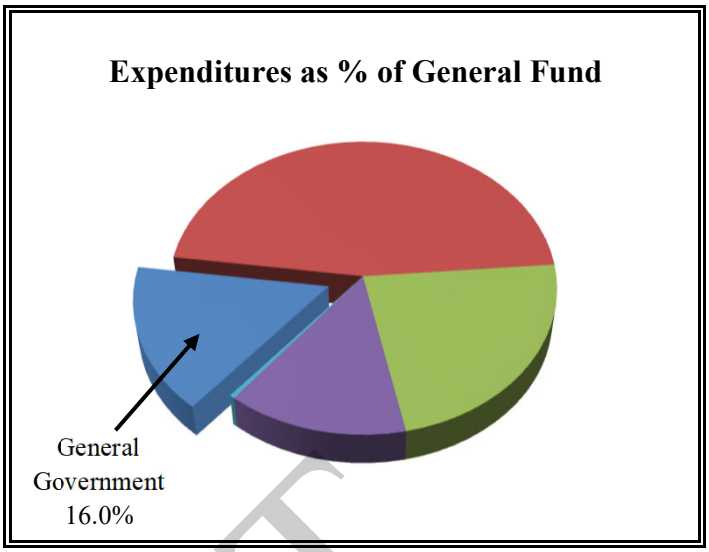
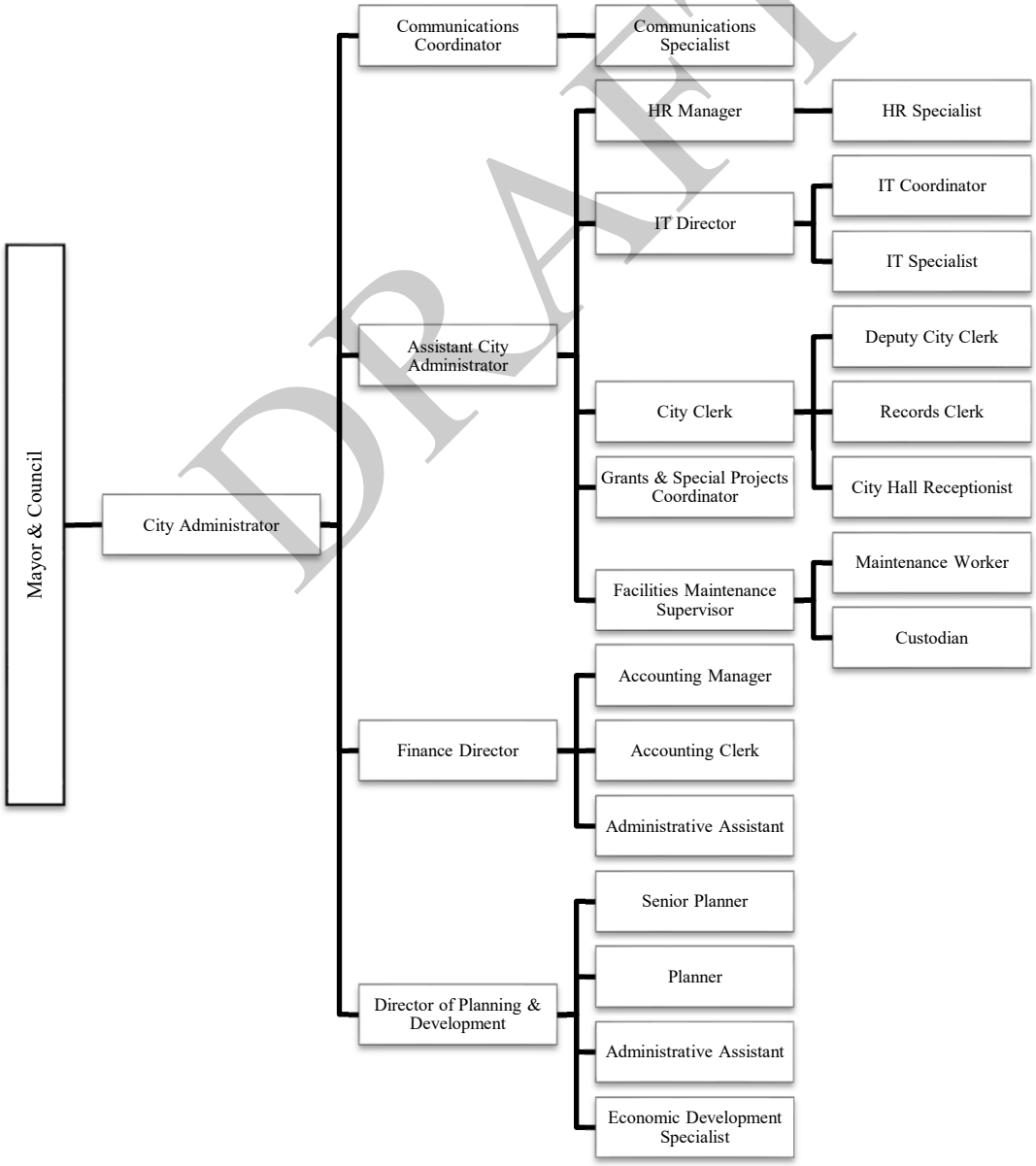
General Government

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:

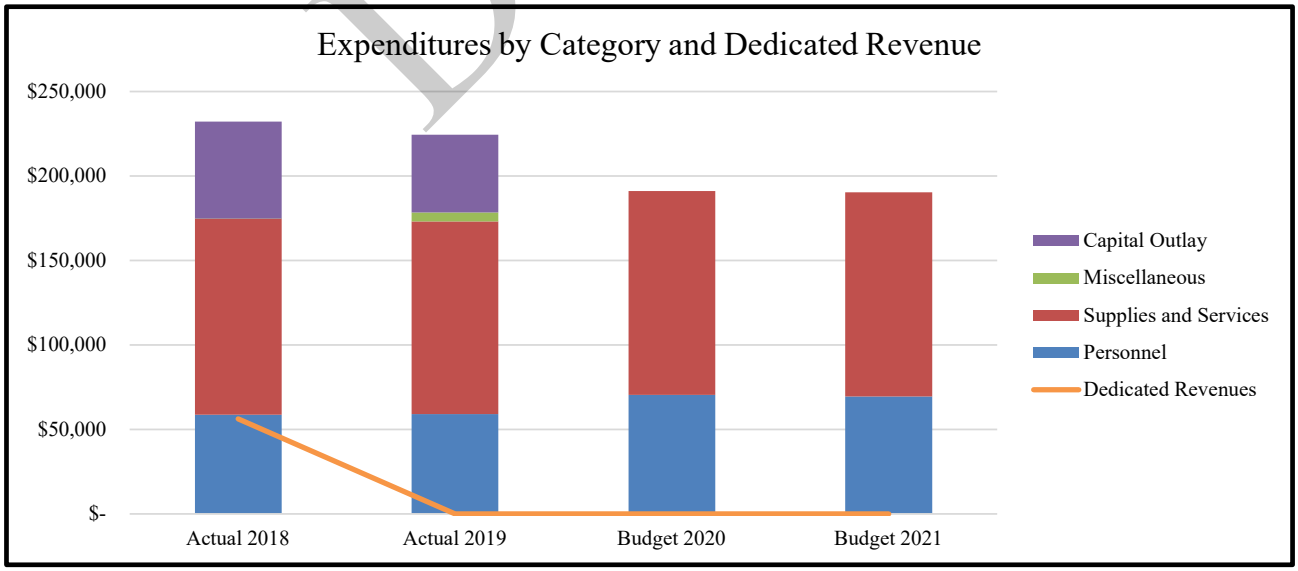
As the elected policy-making body for the City of Shakopee, the mayor and City Council are here for you, the residents of Shakopee. The mayor and City Council are regularly asked to make difficult decisions based on information and recommendations provided to them by staff, as well as input from the 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.

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 58,648	$ 58,997	$ 70,400	$ 69,400
Supplies and Services	116,105	114,173	120,700	120,900
Miscellaneous	60	5,315	-	-
Capital Outlay	57,500	46,000	-	-
Totals	$ 232,313	$ 224,485	$ 191,100	$ 190,300
Dedicated Revenues	$ 56,241	$ -	$ -	$ -



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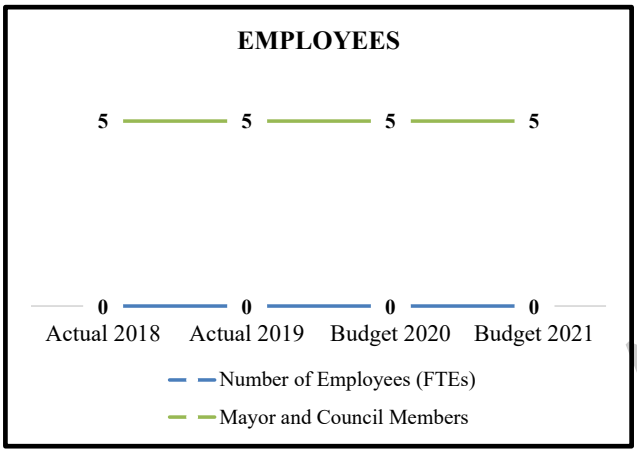
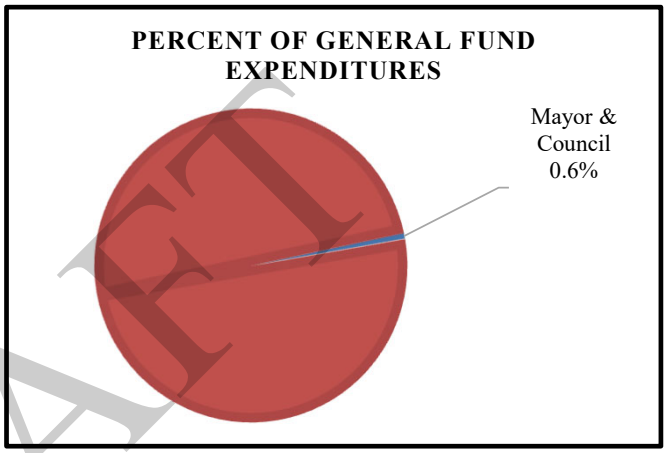
Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Council Meetings & Work Sessions	27	31	30	27

Budget Impact:

The 2021 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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2021 Annual Budget
Division: 11- MAYOR & COUNCIL

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
11 - MAYOR & COUNCIL				
6002 - WAGES	46,699.89	46,469.13	51,500.00	51,500.00
6015 - WAGES - PART TIME/TEMP	5,487.42	5,903.41	10,100.00	9,900.00
WAGES	**52,187.31**	**52,372.54**	**61,600.00**	**61,400.00**
6122 - PERA	2,335.17	2,410.17	3,900.00	3,900.00
6124 - FICA	3,967.77	4,035.63	4,700.00	3,800.00
6160 - UNEMPLOYMENT	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	158.17	178.65	200.00	300.00
BENEFITS	**6,461.11**	**6,624.45**	**8,800.00**	**8,000.00**
WAGES & BENEFITS	**58,648.42**	**58,996.99**	**70,400.00**	**69,400.00**
6202 - OPERATING SUPPLIES	45.50	61.50	100.00	100.00
6210 - OFFICE SUPPLIES	0.00	126.00	100.00	100.00
6212 - UNIFORMS/CLOTHING	81.40	0.00	0.00	0.00
6213 - FOOD	244.83	91.00	200.00	200.00
6310 - ATTORNEY	20,237.73	9,515.00	15,000.00	15,000.00
6336 - PRINTING/PUBLISHING	81.00	593.00	100.00	100.00
6351 - INSURANCE PREMIUM (IS FUND)	270.00	300.00	300.00	200.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	0.00	0.00	3,900.00	4,200.00
6430 - BUILDING RENT (IS FUND)	15,900.00	23,600.04	19,700.00	19,700.00
6472 - CONFERENCE/SCHOOL/TRAINING	610.00	1,234.00	800.00	800.00
6475 - TRAVEL/SUBSISTENCE	404.79	827.03	1,000.00	1,000.00
6480 - DUES	78,229.75	77,825.75	79,500.00	79,500.00
SUPPLIES AND SERVICES	**116,105.00**	**114,173.32**	**120,700.00**	**120,900.00**
6640 - DESIGNATED MISCELLANEOUS	60.00	5,314.90	0.00	0.00
MISCELLANEOUS EXPENSE	**60.00**	**5,314.90**	**0.00**	**0.00**
6740 - EQUIPMENT	57,500.00	46,000.00	0.00	0.00
CAPITAL OUTLAY	**57,500.00**	**46,000.00**	**0.00**	**0.00**
Total 11 - MAYOR & COUNCIL	**232,313.42**	**224,485.21**	**191,100.00**	**190,300.00**

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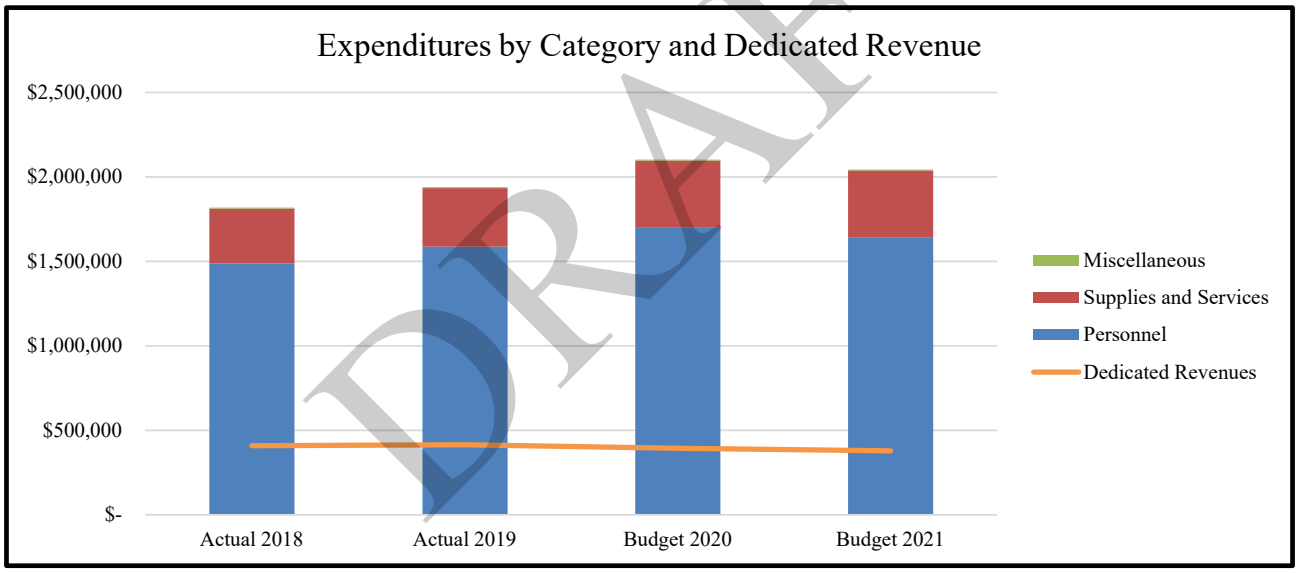
Division: **Administration**
Category: General Government

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 1,489,171	$ 1,587,162	$ 1,702,000	$ 1,640,400
Supplies and Services	324,591	347,892	395,700	398,700
Miscellaneous	4,813	5,600	5,000	5,000
Totals	$ 1,818,575	$ 1,940,654	$ 2,102,700	$ 2,044,100
Dedicated Revenues	$ 408,310	$ 414,983	$ 393,000	$ 379,000



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
New Hires (Full & Part Time, Election Judges, Seasonal)	70	101	220	100
Computers and Equipment Supported by IT	802	913	913	933
Help desk tickets	2033	2055	2050	2100
Software Apps Supported	105	125	125	125
Website Visits	306,452	325,826	310,000	335,000
Facebook Likes	20,153	25,238	26,100	26,900
Twitter Followers	11,169	12,191	12,700	13,300
Hometown Messenger and Email Bulletins	29	19	220	250
Video Productions (started in 2018)	9	43	40	45

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.

Things are constantly changing in information technology. One of our major focus areas in the past year has been IT security. All too often you see about hacks or ransomware attacks that are being used against businesses you go to. The city maintains a vast amount of vital data. Most of what we have is not private information, but it is exceptionally important we keep our data and systems safe. We have taken dramatic steps in the last year improving the overall security of our systems including performing an outside audit of our security protocols, adopting new processes and procedures, education for staff and introducing new server monitoring.

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. Our 2020-2023 strategic plan identifies a couple of areas for human resources to work on that we have made progress on in 2020, and expect the same in 2021.

In August, the city filled an open Human Resource specialist position with an Administrative Assistant. As part of that process, it was determined that duties of the Administrative Assistant position could be re-distributed and completed by current staff. The 2021 budget eliminates the Administrative Assistant position, resulting in a net savings of $94,700.

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, and you can see from the statistics below that we are moving forward to 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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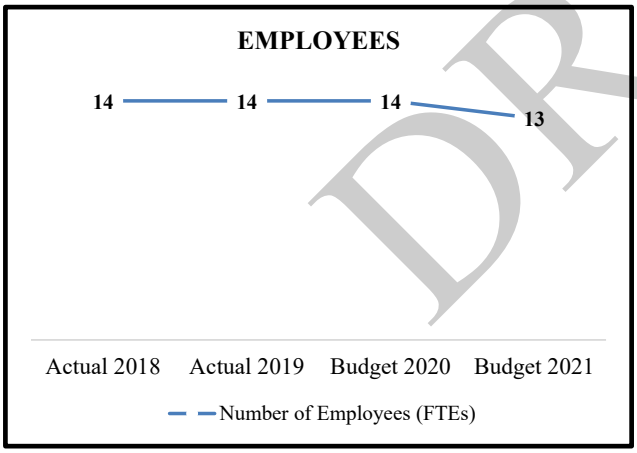

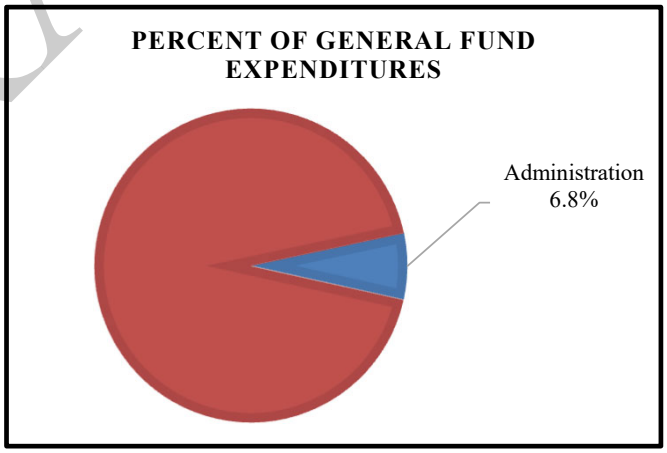

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2021 Annual Budget
Division: 12- ADMINISTRATION

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
12 - ADMINISTRATION				
6002 - WAGES	1,151,419.94	1,239,500.16	1,308,500.00	1,281,600.00
6005 - OVERTIME-FT	373.78	698.33	0.00	0.00
6015 - WAGES - PART TIME/TEMP	2,400.21	2,370.37	3,100.00	3,100.00
WAGES	**1,154,193.93**	**1,242,568.86**	**1,311,600.00**	**1,284,700.00**
6122 - PERA	85,492.84	92,381.84	98,100.00	96,200.00
6124 - FICA	81,699.05	87,955.86	100,300.00	79,600.00
6135 - HEALTH	134,834.53	134,604.25	145,200.00	132,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	5,704.34	5,828.79	5,900.00	5,500.00
6140 - LIFE/LTD	3,142.52	3,281.91	3,500.00	3,500.00
6145 - DENTAL	5,502.00	5,250.00	7,100.00	7,000.00
6170 - WORKERS COMPENSATION	5,185.56	5,983.03	6,700.00	8,300.00
6180 - COMPENSATED ABSENCES	7,579.38	3,482.23	23,600.00	23,100.00
6186 - PENSION EXPENSE	5,837.00	5,825.00	0.00	0.00
BENEFITS	**334,977.22**	**344,592.91**	**390,400.00**	**355,700.00**
WAGES & BENEFITS	**1,489,171.15**	**1,587,161.77**	**1,702,000.00**	**1,640,400.00**
6202 - OPERATING SUPPLIES	1,918.16	1,702.18	1,500.00	1,500.00
6210 - OFFICE SUPPLIES	2,782.28	2,778.52	2,200.00	2,200.00
6212 - UNIFORMS/CLOTHING	81.40	0.00	0.00	0.00
6213 - FOOD	1,820.59	2,023.57	2,200.00	2,200.00
6222 - MOTOR FUELS & LUBRICANTS	892.82	1,338.61	1,300.00	1,300.00
6240 - EQUIPMENT MAINT SUPPLIES	888.96	484.08	600.00	600.00
6310 - ATTORNEY	26,572.60	45,502.18	30,000.00	25,000.00
6316 - EQUIPMENT MAINTENANCE	319.96	0.00	400.00	400.00
6327 - OTHER PROF SERVICES	48,184.94	27,769.82	40,800.00	38,300.00
6332 - POSTAGE	10,097.28	10,504.18	14,400.00	17,400.00
6334 - TELEPHONE	8,838.56	7,517.55	9,400.00	9,400.00
6336 - PRINTING/PUBLISHING	34,927.33	27,300.78	34,100.00	38,700.00
6338 - ADVERTISING	57.26	0.00	1,200.00	1,200.00
6339 - COMPUTER ACCESS	393.73	420.16	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	8,930.00	8,800.00	8,600.00	6,300.00
6410 - SOFTWARE - ANNUAL FEES	62,739.17	63,496.09	76,400.00	84,300.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	33,900.00	35,500.08	58,100.00	55,300.00
6420 - EQUIPMENT RENT	312.94	557.93	0.00	0.00
6430 - BUILDING RENT (IS FUND)	41,300.04	61,400.04	55,700.00	55,700.00
6472 - CONFERENCE/SCHOOL/TRAINING	20,413.07	25,536.01	28,000.00	28,000.00
6475 - TRAVEL/SUBSISTENCE	6,374.41	8,560.08	13,000.00	13,000.00
6480 - DUES	4,564.98	6,646.78	5,800.00	5,900.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	199.97	525.14	0.00	0.00
6471 - WELLNESS PROGRAM	8,081.02	9,528.38	12,000.00	12,000.00
SUPPLIES AND SERVICES	**324,591.47**	**347,892.16**	**395,700.00**	**398,700.00**
6645 - SERVICE AWARDS	4,812.86	5,600.05	5,000.00	5,000.00
MISCELLANEOUS EXPENSE	**4,812.86**	**5,600.05**	**5,000.00**	**5,000.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 12 - ADMINISTRATION	**1,818,575.48**	**1,940,653.98**	**2,102,700.00**	**2,044,100.00**

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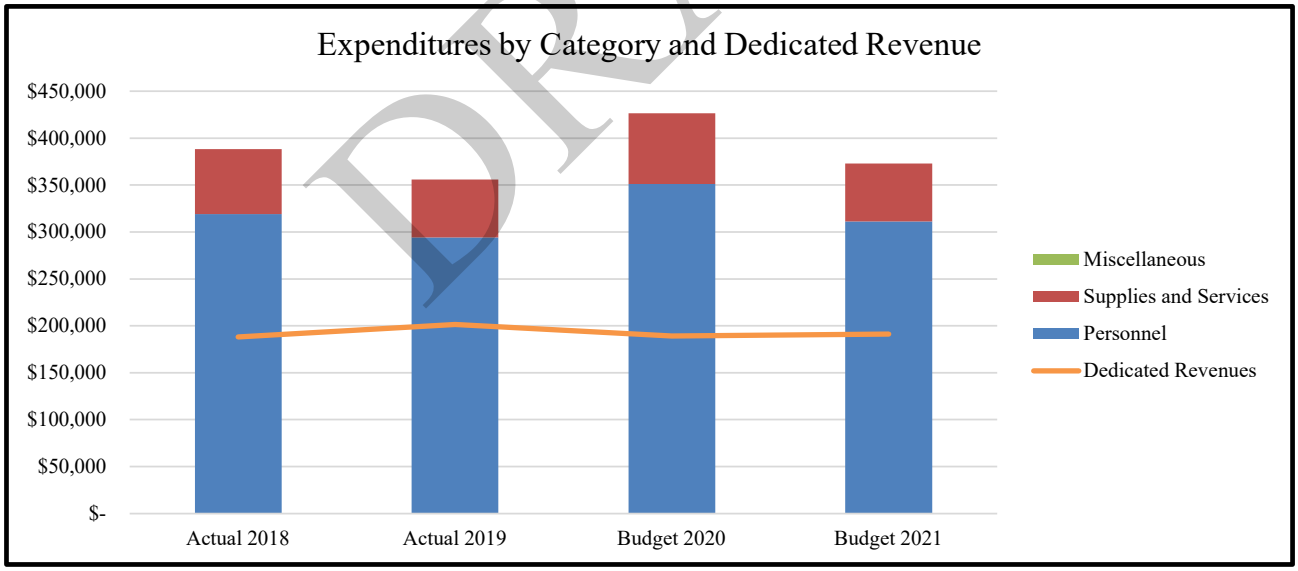
Division: **City Clerk**
Category: General Government

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 318,987	$ 294,284	$ 351,200	$ 311,200
Supplies and Services	69,478	61,832	75,400	61,900
Miscellaneous	(26)	(22)	-	-
Totals	$ 388,439	$ 356,094	$ 426,600	$ 373,100
Dedicated Revenues	$ 188,071	$ 201,461	$ 189,300	$ 191,300



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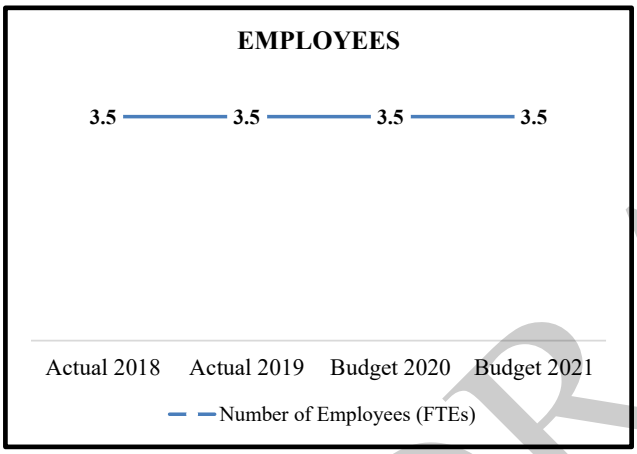
Key Measures:

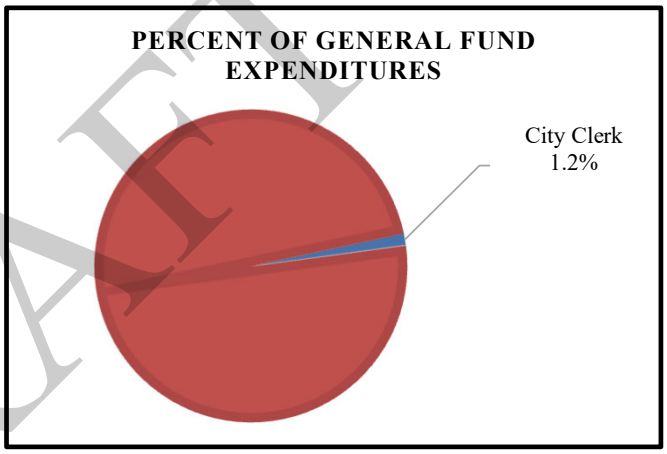
	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of licenses issued	220	242	245	245
Registered Voters	23,113	No Election	27,000	No Election
Voter Turnout	16,676	No Election	20,000	No Election
Election Judges	127	No Eletion	160	No Election
Documents scanned for retention	266,045	414,929	212,818	TBD

Budget Impact:

After a very long but successful year of elections administration in 2020, the City Clerks office is looking to a new year in 2021. As of the writing of this budget, it appears as though there may be a special election in 2021, but that will be dependent upon the courts' decision.

In 2021 the clerks office expects to focus on improving our document retention processes so that we can make even more documents readily available using technology. We also plan on working on streamlining our licensing process so that most licenses can be issued online.





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2021 Annual Budget
Division: 13- CITY CLERK

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
13 - CITY CLERK				
6002 - WAGES	206,940.53	205,848.04	212,600.00	214,400.00
6005 - OVERTIME-FT	384.60	0.00	0.00	0.00
6015 - WAGES - PART TIME/TEMP	43,939.41	22,871.90	64,700.00	27,600.00
WAGES	**251,264.54**	**228,719.94**	**277,300.00**	**242,000.00**
6122 - PERA	16,362.43	17,070.62	17,900.00	18,200.00
6124 - FICA	15,765.37	16,705.05	21,200.00	14,900.00
6135 - HEALTH	26,842.06	25,692.67	26,000.00	27,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,334.18	1,277.52	1,300.00	1,300.00
6140 - LIFE/LTD	608.31	610.71	600.00	600.00
6145 - DENTAL	1,106.72	1,008.00	1,500.00	1,600.00
6170 - WORKERS COMPENSATION	1,531.10	1,213.08	1,600.00	1,700.00
6180 - COMPENSATED ABSENCES	4,172.43	1,986.24	3,800.00	3,900.00
BENEFITS	**67,722.60**	**65,563.89**	**73,900.00**	**69,200.00**
WAGES & BENEFITS	**318,987.14**	**294,283.83**	**351,200.00**	**311,200.00**
6202 - OPERATING SUPPLIES	2,818.72	250.71	9,500.00	500.00
6210 - OFFICE SUPPLIES	1,683.97	800.85	800.00	800.00
6213 - FOOD	2,853.20	0.00	4,000.00	1,000.00
6240 - EQUIPMENT MAINT SUPPLIES	0.00	138.98	500.00	500.00
6310 - ATTORNEY	1,587.00	830.00	1,400.00	1,000.00
6318 - FILING FEES	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	4,881.68	6,658.04	4,700.00	4,100.00
6332 - POSTAGE	557.77	296.04	600.00	700.00
6334 - TELEPHONE	70.78	103.74	100.00	100.00
6336 - PRINTING/PUBLISHING	3,255.20	2,574.46	3,500.00	3,000.00
6351 - INSURANCE PREMIUM (IS FUND)	1,460.00	1,100.00	1,200.00	1,300.00
6410 - SOFTWARE - ANNUAL FEES	23,918.32	16,781.66	15,400.00	12,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	9,699.96	10,200.00	12,100.00	15,300.00
6420 - EQUIPMENT RENT	82.57	69.91	0.00	0.00
6430 - BUILDING RENT (IS FUND)	9,500.04	14,199.96	13,900.00	13,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,518.50	2,118.00	3,000.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	3,979.45	5,190.76	4,000.00	4,000.00
6480 - DUES	440.00	462.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	171.00	57.20	200.00	200.00
SUPPLIES AND SERVICES	**69,478.16**	**61,832.31**	**75,400.00**	**61,900.00**
6660 - BANK FEES- NSF FEE	(26.00)	(22.00)	0.00	0.00
MISCELLANEOUS EXPENSE	**(26.00)**	**(22.00)**	**0.00**	**0.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 13 - CITY CLERK	**388,439.30**	**356,094.14**	**426,600.00**	**373,100.00**

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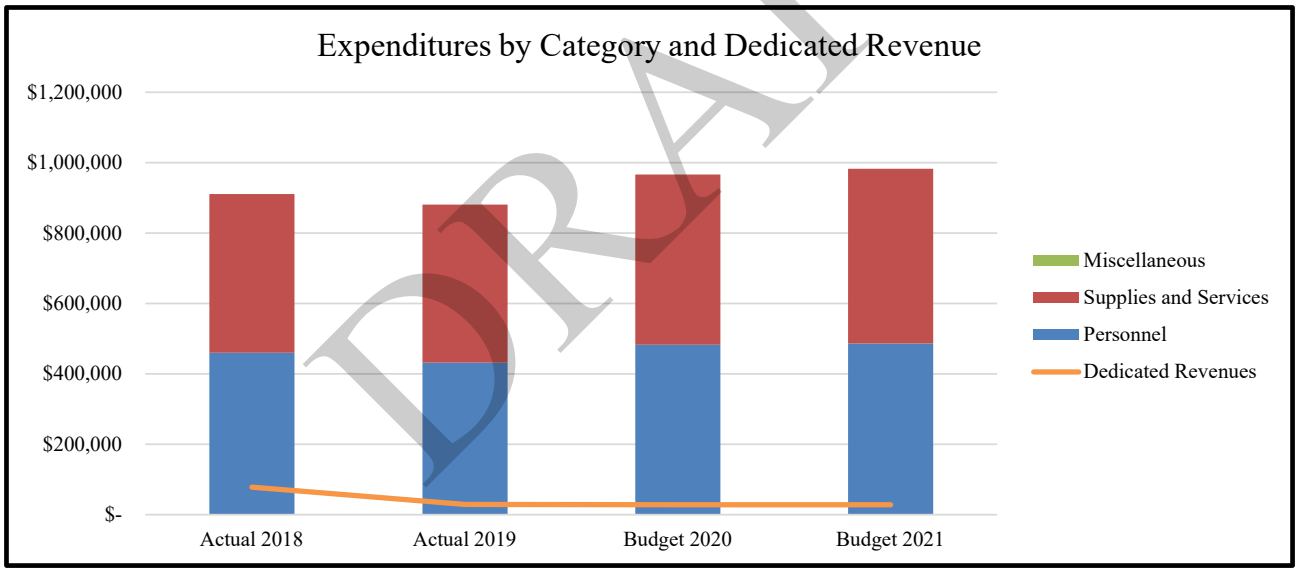
Division: **Finance**
Category: General Government

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 459,922	$ 431,408	$ 482,300	$ 486,400
Supplies and Services	450,706	449,798	484,400	496,400
Miscellaneous	(26)	-	-	-
Totals	$ 910,602	$ 881,206	$ 966,700	$ 982,800
Dedicated Revenues	$ 77,547	$ 28,960	$ 28,000	$ 28,000



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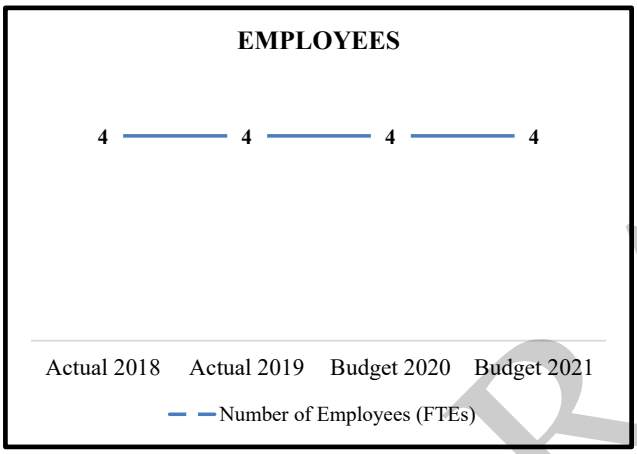
Key Measures:

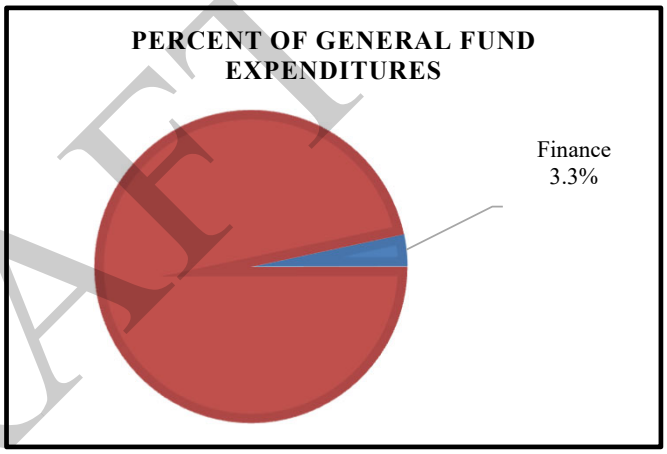
	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Checks Issued	4,936	5,145	5,000	5,200
Rate of Return on Pooled Cash/ Investments	2.0%	3.3%	1%	1.25%
Amount of Pcards Processed	310,311	346,318	315,000	330,000
Average Days to Process Invoices	13.4	14.3	13.8	13.8

Budget Impact:

The Finance Department has been busy the last couple years implementing several initiatives related to long-term financial planning, increased financial transparency, enhanced internal control procedures, and solidifying the financial position of the city. Those initiatives includes:

• Revamping the budget document and creating a stand-alone Capital Improvement Plan to provide clear and concise information.
• The city is currently working on expansion of the CIP to a 15-year plan and a creation of a long-term financial plan.
• Implementing a paperless accounts payable process to enhance internal controls and safeguard the city assets.
• 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.
• Standard & Poors reaffirmed the city's AA+ bond rating. This is the second highest rating and the agency considers the city's creditworthiness to be very strong.
• The city completed a request for proposal process and selected a new insurance agent of record for property, liability and works compensation. This resulted in cost savings and an opportunity to conduct a thorough review of insurance policies.





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2021 Annual Budget
Division: 15- FINANCE

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
15 - FINANCE				
6002 - WAGES	349,069.59	334,957.62	368,500.00	368,500.00
6005 - OVERTIME-FT	0.00	0.00	800.00	800.00
WAGES	**349,069.59**	**334,957.62**	**369,300.00**	**369,300.00**
6122 - PERA	26,077.18	25,434.55	27,700.00	27,700.00
6124 - FICA	24,645.08	24,889.95	28,300.00	23,000.00
6135 - HEALTH	48,014.89	43,835.21	43,500.00	52,100.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,677.24	1,654.64	1,700.00	1,700.00
6140 - LIFE/LTD	949.12	891.27	1,000.00	1,000.00
6145 - DENTAL	1,512.00	1,512.00	2,000.00	2,200.00
6170 - WORKERS COMPENSATION	1,830.07	1,805.95	2,100.00	2,700.00
6180 - COMPENSATED ABSENCES	6,146.86	(3,573.10)	6,700.00	6,700.00
BENEFITS	**110,852.44**	**96,450.47**	**113,000.00**	**117,100.00**
WAGES & BENEFITS	**459,922.03**	**431,408.09**	**482,300.00**	**486,400.00**
6202 - OPERATING SUPPLIES	950.03	0.00	300.00	300.00
6204 - FURNISHINGS (NOT CAPITALIZED)	332.47	3,680.04	0.00	0.00
6210 - OFFICE SUPPLIES	1,417.61	1,199.67	1,500.00	1,500.00
6213 - FOOD	0.00	14.96	0.00	0.00
6310 - ATTORNEY	385.00	558.50	1,000.00	1,000.00
6318 - FILING FEES	0.00	46.00	0.00	0.00
6320 - LODGING TAX	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	327,322.89	328,547.02	350,300.00	360,100.00
6332 - POSTAGE	2,551.00	2,648.53	2,800.00	2,800.00
6334 - TELEPHONE	117.71	230.41	900.00	900.00
6336 - PRINTING/PUBLISHING	1,821.94	1,222.62	2,000.00	2,000.00
6351 - INSURANCE PREMIUM (IS FUND)	2,890.00	2,200.00	2,100.00	2,000.00
6410 - SOFTWARE - ANNUAL FEES	86,017.49	77,599.80	86,300.00	88,300.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	9,699.96	10,200.00	13,800.00	14,100.00
6420 - EQUIPMENT RENT	377.67	625.46	0.00	0.00
6430 - BUILDING RENT (IS FUND)	12,699.96	18,900.00	15,900.00	15,900.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,004.00	535.00	3,000.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	2,768.59	1,079.33	3,500.00	3,500.00
6480 - DUES	350.00	452.00	700.00	700.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	58.36	300.00	300.00
SUPPLIES AND SERVICES	**450,706.32**	**449,797.70**	**484,400.00**	**496,400.00**
6660 - BANK FEES- NSF FEE	(26.00)	(0.02)	0.00	0.00
MISCELLANEOUS EXPENSE	**(26.00)**	**(0.02)**	**0.00**	**0.00**
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**
Total 15 - FINANCE	**910,602.35**	**881,205.77**	**966,700.00**	**982,800.00**

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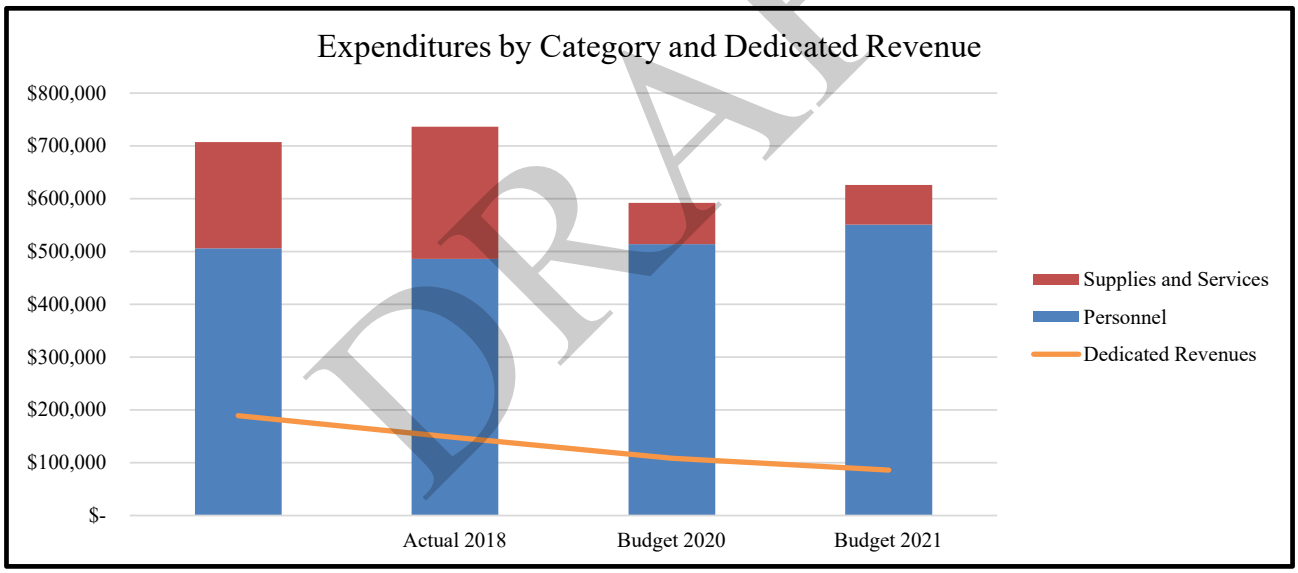
Division: **Planning & Development**
Category: General Government

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 506,092	$ 486,141	$ 514,000	$ 550,900
Supplies and Services	201,444	250,315	78,300	75,000
Totals	$ 707,536	$ 736,456	$ 592,300	$ 625,900
Dedicated Revenues	$ 189,066	$ 147,995	$ 108,000	$ 86,000



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Case Files	79	74	85	Not Available
Number of Plats				

Budget Impact:

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 completed and Alternative Urban Area Resource study of the areas to be annexed into the city in 2020. The AUAR sets the stage for approvals for future development and infrastructure needs for the areas to be annexed.

The city proposed annexation of 250 acres in the west end of the city for 2020 and another 250 acres in 2021. This land, near to access points to highway 169, will be the largest growth area for employment in the city. This land area provides some large tracts for future industry to locate and grow.

Windermere, the largest subdivision in the western end of the city, has been adding land for new development that includes a mixture of housing types including single family, townhomes, apartments and a world-class senior living facility by BHS. The Willows by Common Bond, a workforce housing development, opened in 2020 as did the BHS facility. D.R. Horton continues to build new single-family homes at record pace and is proposing another 40-acre development within their site.

The Hauer Farm site was proposed for a new large-scale subdivision. The preliminary concepts were reviewed by the Planning Commission and city council on several occasions and it is expected that a final subdivision plat will be submitted in late 2020 or early 2021 with grading taking place in 2021.

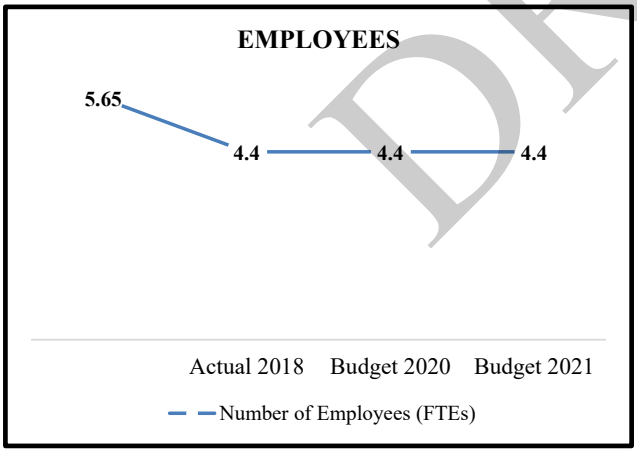
Single family home subdivisions continue to develop. There are more than five large scale plans underway that will likely see home construction in 2021 and beyond. Apartments continue to develop in the community. A large mixed-use development was approved and is under construction at 17th and Marystown. The development includes luxury apartments, a medical office complex, a new VA facility and the city's first dog park in the western part of the city.

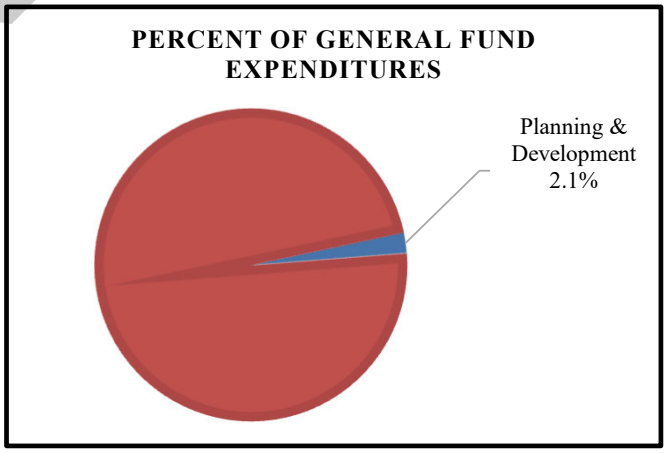
Industrial growth continues and Shakopee has a few sites left. The old Cretex Concrete site was purchased and is being developed into an industrial park. Cherne's development was approved on the west end. Canterbury Park continues to develop and has a number of projects and subdivisions planned for 2021.

Building permits continue to set a record pace and planners review everything from fence and deck permits to new homes.

The city continued to make major changes to its zoning code, eliminating more than 100 pages by moving everything to a table system including conditions.

Staff will be moving forward with rezonings in 2021 to comply with the 2040 Comprehensive Plan. First in line will be rezoning all of the city's parks to a Parks and Open Space zoning.





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2021 Annual Budget
Division: 17- PLANNING & DEVELOPMENT

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
17 - PLANNING & DEVELOPMENT				
6002 - WAGES	395,668.39	372,604.05	390,100.00	420,000.00
6015 - WAGES - PART TIME/TEMP	0.00	6,286.12	0.00	0.00
WAGES	**395,668.39**	**378,890.17**	**390,100.00**	**420,000.00**
6122 - PERA	29,576.59	28,458.09	29,300.00	31,500.00
6124 - FICA	28,880.39	28,374.99	29,800.00	26,000.00
6135 - HEALTH	43,783.36	41,201.09	47,600.00	55,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,060.59	1,897.66	2,100.00	2,100.00
6140 - LIFE/LTD	1,053.94	1,017.49	1,300.00	1,300.00
6145 - DENTAL	2,301.72	2,185.16	2,500.00	2,700.00
6170 - WORKERS COMPENSATION	2,131.36	2,055.78	2,700.00	3,500.00
6180 - COMPENSATED ABSENCES	635.28	2,060.84	8,600.00	8,800.00
BENEFITS	**110,423.23**	**107,251.10**	**123,900.00**	**130,900.00**
WAGES & BENEFITS	**506,091.62**	**486,141.27**	**514,000.00**	**550,900.00**
6202 - OPERATING SUPPLIES	25.50	534.53	1,000.00	850.00
6205 - GRANT EXPENDITURES	5,046.64	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	1,879.54	1,311.04	1,200.00	2,000.00
6213 - FOOD	361.74	498.06	500.00	500.00
6310 - ATTORNEY	6,006.75	5,391.91	3,500.00	10,450.00
6318 - FILING FEES	1,421.30	342.00	500.00	500.00
6327 - OTHER PROF SERVICES	132,889.58	182,682.67	10,000.00	10,000.00
6332 - POSTAGE	878.75	695.71	1,200.00	2,500.00
6334 - TELEPHONE	117.71	95.41	200.00	200.00
6336 - PRINTING/PUBLISHING	4,036.10	2,456.00	3,000.00	2,500.00
6351 - INSURANCE PREMIUM (IS FUND)	2,650.00	1,900.00	1,800.00	1,700.00
6410 - SOFTWARE - ANNUAL FEES	10,321.04	10,021.25	10,600.00	3,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	12,099.96	12,699.96	17,200.00	16,100.00
6420 - EQUIPMENT RENT	130.09	137.44	0.00	0.00
6430 - BUILDING RENT (IS FUND)	15,900.00	23,600.04	17,500.00	17,500.00
6472 - CONFERENCE/SCHOOL/TRAINING	2,834.00	1,823.00	3,500.00	3,000.00
6475 - TRAVEL/SUBSISTENCE	2,401.79	3,548.57	3,500.00	2,000.00
6480 - DUES	1,838.00	1,530.00	2,400.00	1,500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	606.00	1,046.91	700.00	700.00
SUPPLIES AND SERVICES	**201,444.49**	**250,314.50**	**78,300.00**	**75,000.00**
DEPRECIATION	**0.00**	**0.00**	**0.00**	**0.00**
6610 - AWARDS & DAMAGES	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 17 - PLANNING & DEVELOPMENT	**707,536.11**	**736,455.77**	**592,300.00**	**625,900.00**

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Division: **Facilities**
Category: General Government

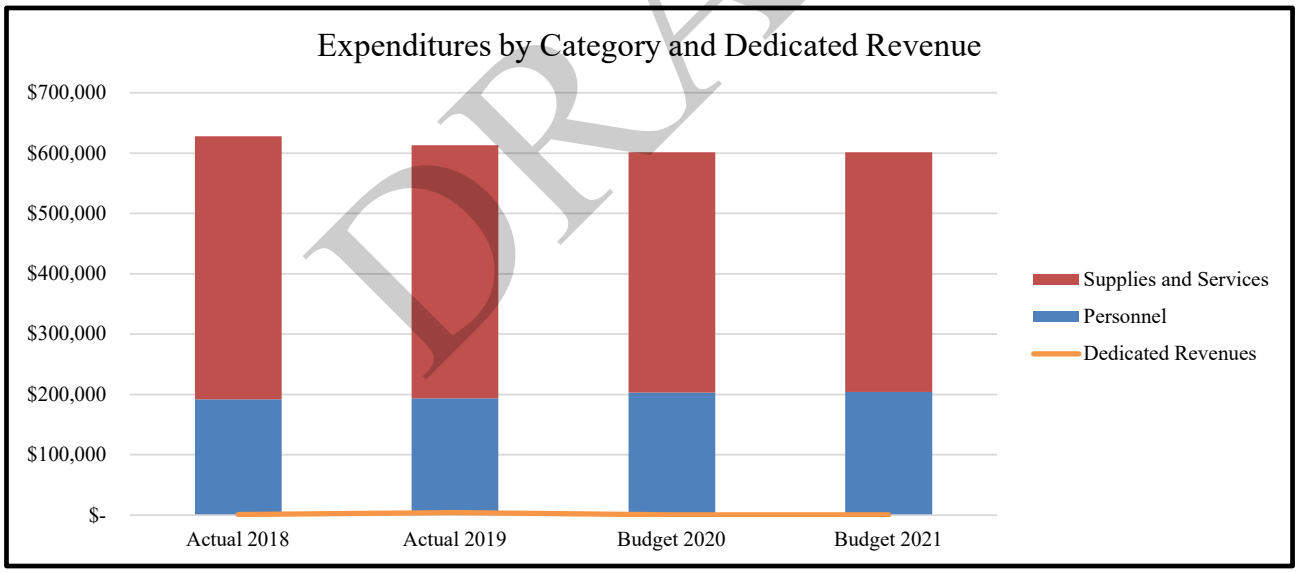
Description of Services:

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.

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 191,699	$ 193,410	$ 203,000	$ 204,000
Supplies and Services	436,566	419,556	398,300	397,300
Totals	$ 628,265	$ 612,966	$ 601,300	$ 601,300
Dedicated Revenues	$ 571	$ 3,777	$ 500	$ 500



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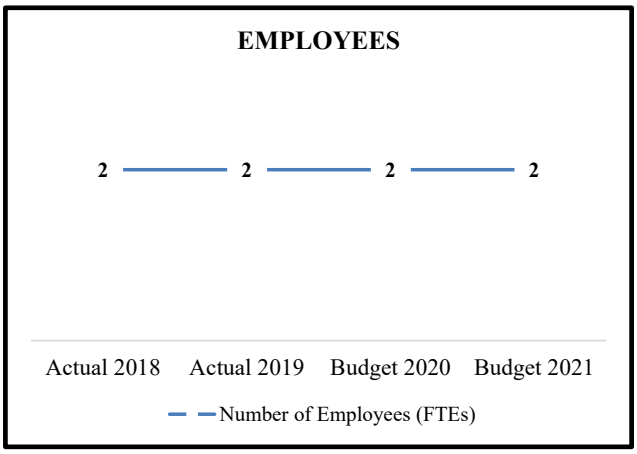
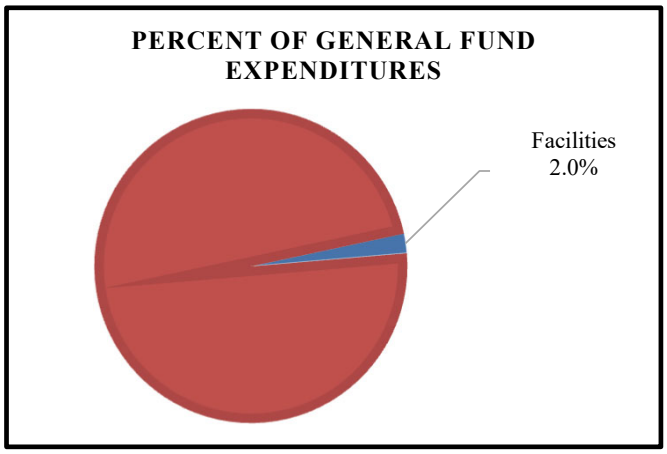
Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Square Feet Maintained	50,940	50,940	50,940	50,940

Budget Impact:

There have been no significant changes to the facilities division budget for 2021.





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2021 Annual Budget
Division: 18- FACILITIES

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
18 - FACILITIES				
6002 - WAGES	134,476.84	138,439.95	142,300.00	142,400.00
6005 - OVERTIME-FT	3,339.49	744.64	1,200.00	1,200.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	0.00	0.00
WAGES	**137,816.33**	**139,184.59**	**143,500.00**	**143,600.00**
6122 - PERA	10,336.23	10,438.96	10,900.00	10,800.00
6124 - FICA	9,365.74	9,559.76	11,100.00	9,000.00
6135 - HEALTH	24,523.45	24,115.35	25,100.00	26,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	846.94	848.17	800.00	800.00
6140 - LIFE/LTD	402.34	410.40	400.00	400.00
6145 - DENTAL	1,009.26	1,008.54	1,000.00	1,100.00
6170 - WORKERS COMPENSATION	5,261.71	7,011.46	7,600.00	9,700.00
6180 - COMPENSATED ABSENCES	2,136.58	832.47	2,600.00	2,600.00
BENEFITS	**53,882.25**	**54,225.11**	**59,500.00**	**60,400.00**
WAGES & BENEFITS	**191,698.58**	**193,409.70**	**203,000.00**	**204,000.00**
6202 - OPERATING SUPPLIES	18,912.33	8,519.36	7,000.00	8,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	919.98	0.00	0.00
6210 - OFFICE SUPPLIES	0.00	131.94	200.00	100.00
6212 - UNIFORMS/CLOTHING	664.39	582.78	800.00	800.00
6222 - MOTOR FUELS & LUBRICANTS	1,928.21	2,302.90	2,500.00	2,500.00
6230 - BUILDING MAINT SUPPLIES	18,185.27	15,767.55	15,000.00	16,000.00
6240 - EQUIPMENT MAINT SUPPLIES	683.91	2,911.44	900.00	1,800.00
6315 - BUILDING MAINT.	120,851.48	112,786.28	99,600.00	99,600.00
6316 - EQUIPMENT MAINTENANCE	2,900.00	1,439.00	0.00	0.00
6326 - CLEANING SERVICES	56,149.00	50,502.00	58,000.00	60,000.00
6327 - OTHER PROF SERVICES	1,072.75	8,548.38	1,000.00	100.00
6334 - TELEPHONE	3,821.28	3,819.21	4,000.00	4,000.00
6336 - PRINTING/PUBLISHING	96.53	161.94	100.00	100.00
6351 - INSURANCE PREMIUM (IS FUND)	12,070.00	11,200.00	11,000.00	9,800.00
6362 - ELECTRIC	64,728.50	63,192.45	63,000.00	58,900.00
6364 - WATER	351.35	359.02	700.00	0.00
6365 - GAS	23,730.70	20,865.48	20,000.00	20,000.00
6366 - SEWER	342.05	416.75	500.00	200.00
6368 - STORM	1,213.77	1,213.31	1,100.00	800.00
6410 - SOFTWARE - ANNUAL FEES	0.00	47.45	0.00	1,500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	4,800.00	5,000.04	7,000.00	7,100.00
6425 - EQUIPMENT RENT (IS FUND)	6,500.04	6,900.00	13,900.00	14,300.00
6430 - BUILDING RENT (IS FUND)	97,100.04	101,799.96	91,600.00	91,300.00
6472 - CONFERENCE/SCHOOL/TRAINING	168.00	0.00	0.00	0.00
6480 - DUES	90.00	0.00	200.00	200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	205.99	169.00	200.00	200.00
SUPPLIES AND SERVICES	**436,565.59**	**419,556.22**	**398,300.00**	**397,300.00**
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 18 - FACILITIES	**628,264.17**	**612,965.92**	**601,300.00**	**601,300.00**

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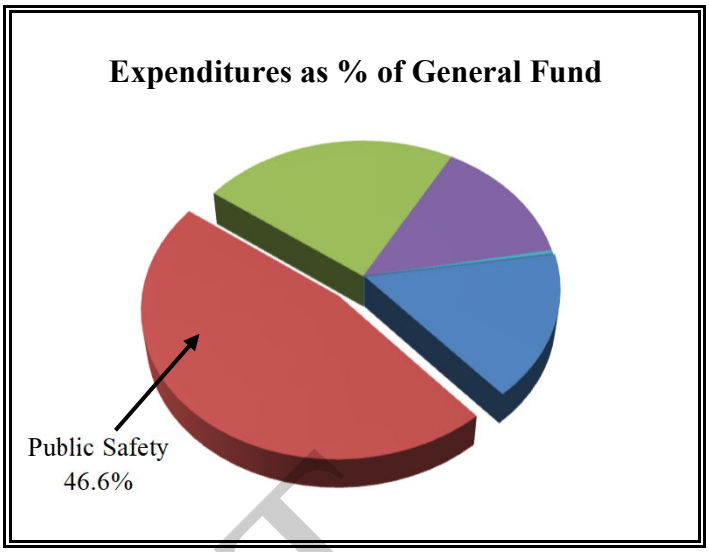
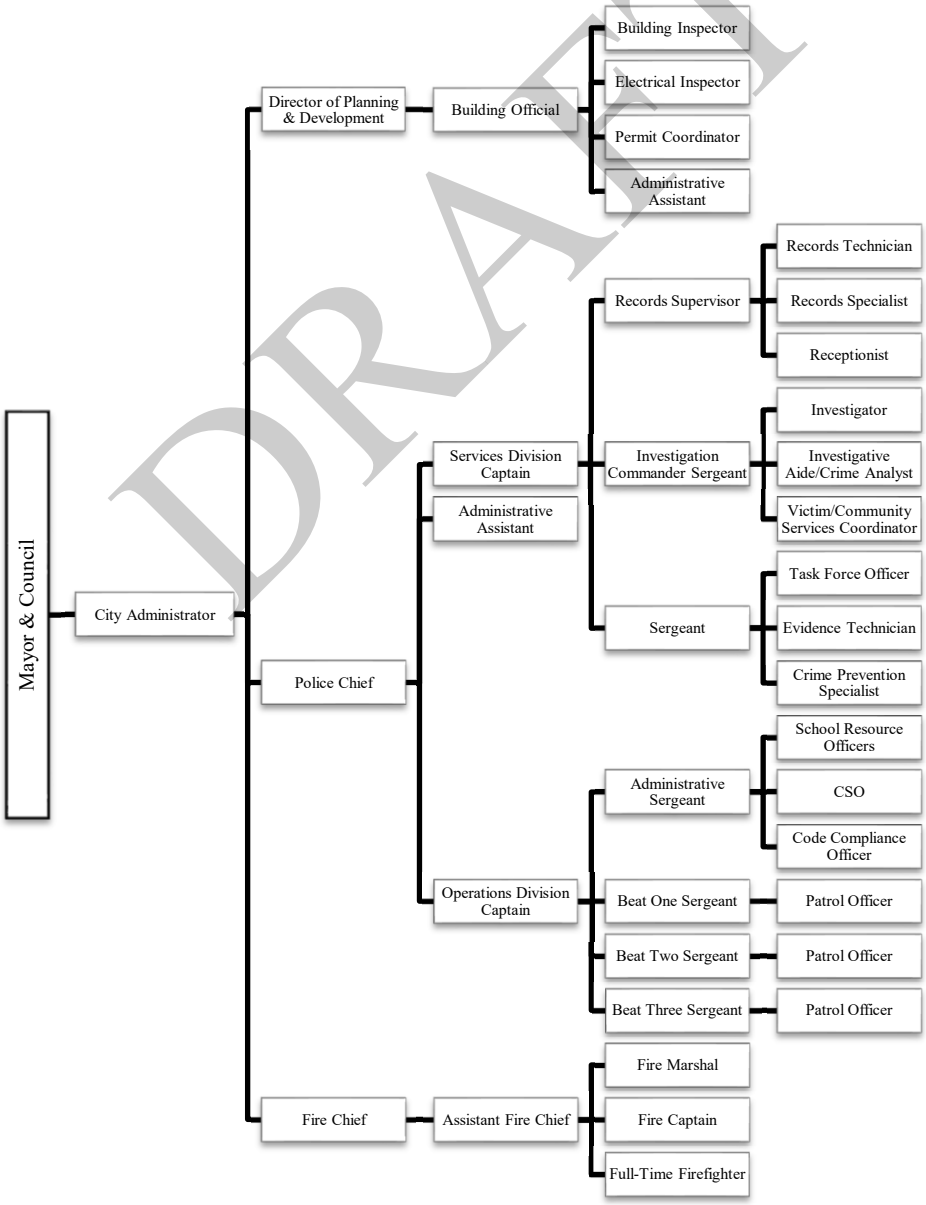
Public Safety

Divisions:

The main divisions under Public Safety consist of the following:

- Police
- Fire
- Building Inspections





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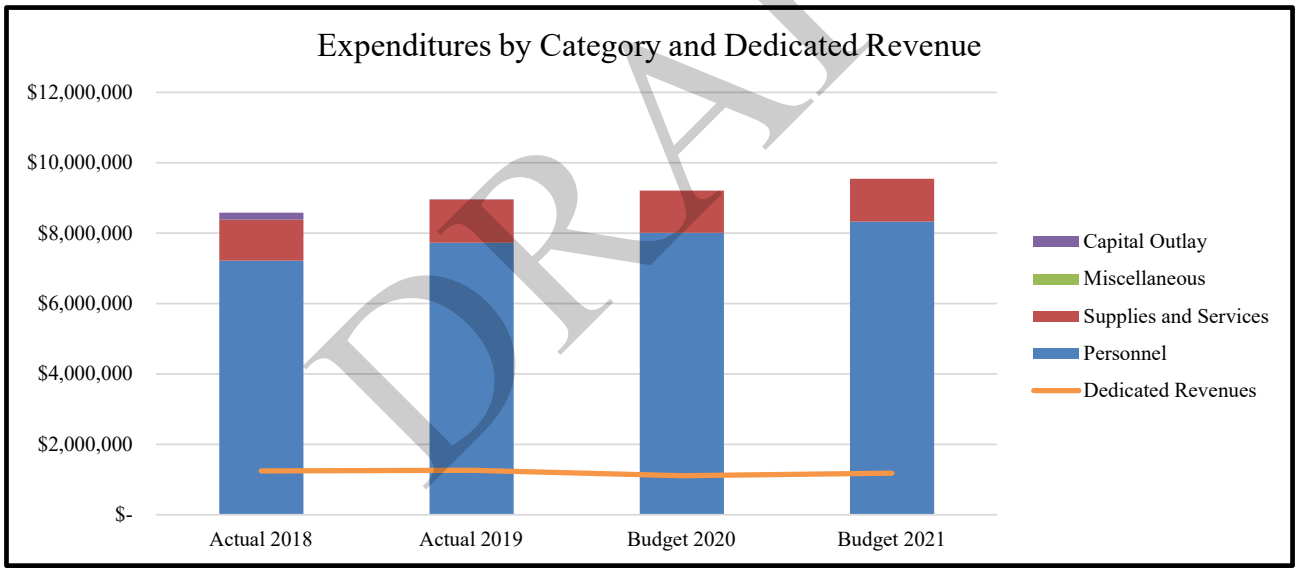
Division: **Police Department**
Category: Public Safety

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 7,216,979	$ 7,731,711	$ 8,006,300	$ 8,327,600
Supplies and Services	1,162,415	1,224,246	1,208,300	1,218,400
Miscellaneous	(26)	-	-	-
Capital Outlay	207,191	698	-	-
Totals	$ 8,586,559	$ 8,956,655	$ 9,214,600	$ 9,546,000
Dedicated Revenues	$ 1,244,528	$ 1,262,120	$ 1,101,800	$ 1,181,300



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Key Measures:

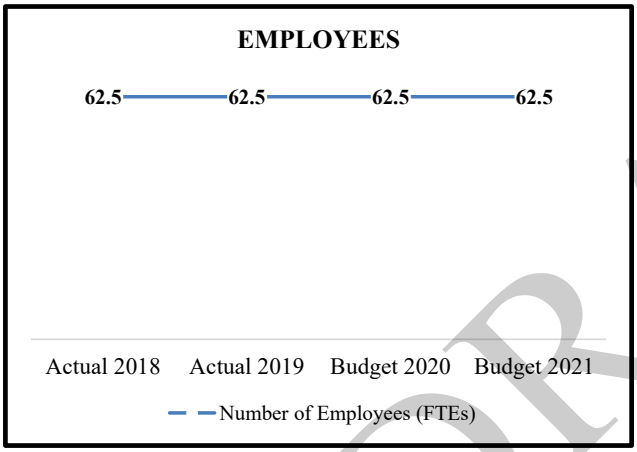
	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Calls for Services	21,916	22,910	TBD	TBD
Crimes (FBI classified Part 1 crimes)	902	828	TBD	TBD
Shakopee Crime Rate (Per 100,000 people)	6.47%	6.51%	TBD	TBD
DWI Arrests	151	171	TBD	TBD
Ordinance Calls	1910	2,297	TBD	TBD
Percent of Crimes Cleared	47%	47%	TBD	TBD
Metro Average % of Crimes Cleared	45%	45%	TBD	TBD
Sworn Officers (budgeted)	50	50	TBD	TBD
Gun Permits	254	251	TBD	TBD
SWMDTF Narcotics Seized (in Grams)	100,626	193,035	TBD	TBD

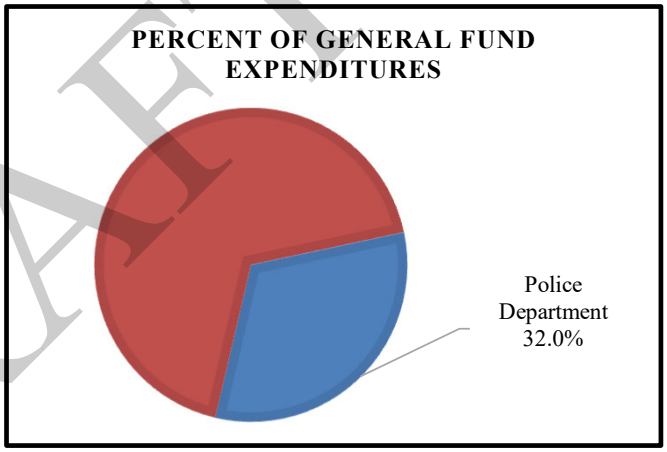
Budget Impact:

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

Our department consistently trains well-beyond industry minimums. Couple that with our commitment to unparalleled customer service and you can see why our department has been recognized with several state and national awards. Our department has recently received multiple awards: 2019 Leadership in Community Police Award from the International Association of Chiefs of Police (IACP), 2019 FBI National Academy Science and Innovation Award and the 2019 League of Minnesota Cities City of Excellence Award. These awards recognize the hard work from the men and women of the entire police department working together.

As the city of Shakopee continues to rapidly grow, the year 2019 saw an increase of 994 calls for service with only a .04% increase in crime while still maintaining 50 sworn officers and an above average case clearance rate. Our Proactive Policing Unit has been instrumental in advancing complex investigations that patrol officers are not able to complete because of call response. This has serviced a higher percentage of our citizens while maintaining the same clearance rate as 2018 and maintaining consistent response time. We will always be monitoring law enforcement trends while remaining vigilant to the needs of the community to ensure safety.





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2021 Annual Budget
Division: 31- POLICE DEPARTMENT

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
31 - POLICE DEPARTMENT				
6002 - WAGES	4,956,986.36	5,246,527.33	5,467,000.00	5,609,500.00
6005 - OVERTIME-FT	383,520.03	404,202.38	347,200.00	347,200.00
6010 - PREMIUM PAY	15,594.56	9,342.11	17,000.00	17,000.00
6015 - WAGES - PART TIME/TEMP	38,322.33	38,262.99	33,000.00	33,000.00
WAGES	**5,394,423.28**	**5,698,334.81**	**5,864,200.00**	**6,006,700.00**
6122 - PERA	803,159.07	888,257.97	957,800.00	978,800.00
6124 - FICA	113,314.01	120,288.22	131,700.00	124,700.00
6135 - HEALTH	593,491.88	616,691.18	625,600.00	700,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	24,980.88	26,041.84	26,000.00	26,000.00
6140 - LIFE/LTD	13,591.28	14,417.42	15,100.00	15,400.00
6145 - DENTAL	27,923.62	28,893.17	31,200.00	33,500.00
6170 - WORKERS COMPENSATION	170,047.14	182,462.99	191,300.00	250,900.00
6180 - COMPENSATED ABSENCES	29,977.48	84,042.91	98,400.00	101,400.00
6186 - PENSION EXPENSE	46,070.00	72,280.00	65,000.00	90,000.00
BENEFITS	**1,822,555.36**	**2,033,375.70**	**2,142,100.00**	**2,320,900.00**
WAGES & BENEFITS	**7,216,978.64**	**7,731,710.51**	**8,006,300.00**	**8,327,600.00**
6202 - OPERATING SUPPLIES	50,076.47	87,488.65	46,900.00	51,900.00
6210 - OFFICE SUPPLIES	3,930.55	7,426.06	7,000.00	7,000.00
6212 - UNIFORMS/CLOTHING	20,559.53	11,305.87	15,000.00	10,000.00
6213 - FOOD	3,290.88	2,554.79	4,000.00	4,000.00
6222 - MOTOR FUELS & LUBRICANTS	89,115.61	90,717.99	91,000.00	91,000.00
6230 - BUILDING MAINT SUPPLIES	0.00	0.00	0.00	0.00
6240 - EQUIPMENT MAINT SUPPLIES	27,238.09	28,781.62	28,000.00	28,000.00
6250 - MERCHANDISE	0.00	519.94	0.00	0.00
6280 - PURCHASE OF EVIDENCE	0.00	90.00	0.00	0.00
6281 - PURCHASE OF INFORMATION	0.00	80.00	0.00	0.00
6282 - PURCHASE OF SERVICES	350.95	0.00	0.00	0.00
6310 - ATTORNEY	4,656.25	4,249.90	5,500.00	5,500.00
6315 - BUILDING MAINT.	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	3,437.95	11,674.98	6,000.00	6,000.00
6326 - CLEANING SERVICES	23,340.00	24,504.00	24,000.00	24,000.00
6327 - OTHER PROF SERVICES	89,402.17	82,890.76	85,000.00	85,000.00
6332 - POSTAGE	1,451.31	3,453.67	4,000.00	4,000.00
6334 - TELEPHONE	34,122.32	29,818.27	35,000.00	35,000.00
6336 - PRINTING/PUBLISHING	10,050.03	18,146.74	15,700.00	15,700.00
6339 - COMPUTER ACCESS	3,092.05	3,128.97	2,500.00	2,500.00
6351 - INSURANCE PREMIUM (IS FUND)	149,800.00	153,500.00	151,700.00	152,600.00
6362 - ELECTRIC	40,337.24	37,657.30	43,000.00	43,000.00
6364 - WATER	2,868.18	2,299.87	3,000.00	3,000.00
6365 - GAS	13,691.70	13,289.02	18,000.00	18,000.00
6366 - SEWER	584.78	626.15	600.00	600.00
6368 - STORM	1,000.56	1,003.13	1,200.00	1,200.00
6400 - RENTALS	0.00	145.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	18,554.76	52,191.42	48,800.00	48,800.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	152,100.00	159,799.92	154,300.00	158,300.00
6420 - EQUIPMENT RENT	4,329.87	701.03	4,000.00	4,000.00
6425 - EQUIPMENT RENT (IS FUND)	208,299.96	191,499.96	210,700.00	215,900.00
6430 - BUILDING RENT (IS FUND)	112,200.00	112,200.00	116,200.00	116,200.00
6435 - OTHER RENT	15.00	0.00	0.00	0.00
6435 - OTHER RENT	0.00	62.50	0.00	0.00
6472 - CONFERENCE/SCHOOL/TRAINING	32,812.83	27,862.26	26,000.00	26,000.00
6475 - TRAVEL/SUBSISTENCE	7,430.99	8,136.10	9,200.00	9,200.00
6480 - DUES	53,775.85	54,097.74	50,200.00	50,200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	499.00	2,342.44	1,800.00	1,800.00
SUPPLIES AND SERVICES	**1,162,414.88**	**1,224,246.05**	**1,208,300.00**	**1,218,400.00**
6660 - BANK FEES- NSF FEE	(26.00)	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**(26.00)**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	207,190.67	698.13	0.00	0.00
CAPITAL OUTLAY	**207,190.67**	**698.13**	**0.00**	**0.00**
Total 31 - POLICE DEPARTMENT	**8,586,558.19**	**8,956,654.69**	**9,214,600.00**	**9,546,000.00**

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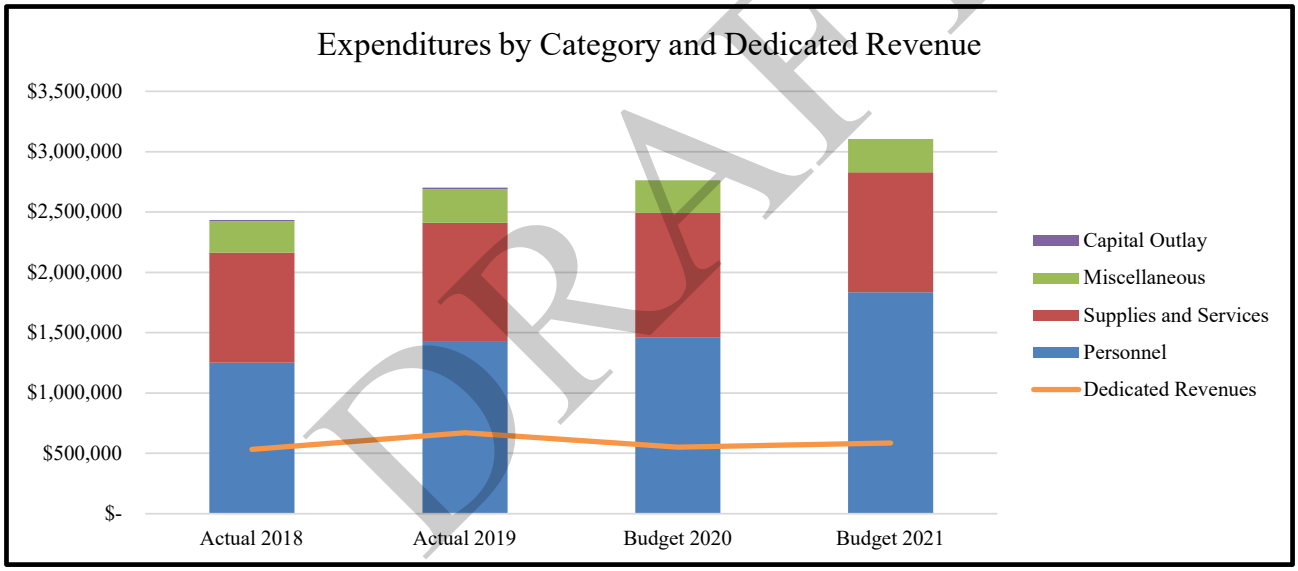
Division: **Fire**
Category: Public Safety

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, fire inspections, fire prevention education, and in-house training of firefighters.

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 1,251,192	$ 1,422,626	$ 1,459,300	$ 1,833,700
Supplies and Services	912,323	987,813	1,033,400	995,900
Miscellaneous	261,378	278,203	270,000	275,000
Capital Outlay	9,995	12,825	-	-
Totals	$ 2,434,888	$ 2,701,467	$ 2,762,700	$ 3,104,600
Dedicated Revenues	$ 531,982	$ 670,747	$ 550,100	$ 584,300



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Paid-On-Call Staff (budgeted)	46	46	46	46
Calls for Service	910	959	1005	1025
Public Education Events	85	85	25	25
Plan Reviews	262	224	230	240
Fire Inspections	436	350	350	350
Pre-Fire Plans (hrs.)	361	374	100	350
Maintenance (hrs.)	3,096	2,984	2,500	2,500
Fire District Population	44,370	44,478	45,392	51,253
Full-Time Staff	8	8	8	8
Training (hrs.)	2,326	1,970	1,000	2,000

Budget Impact:

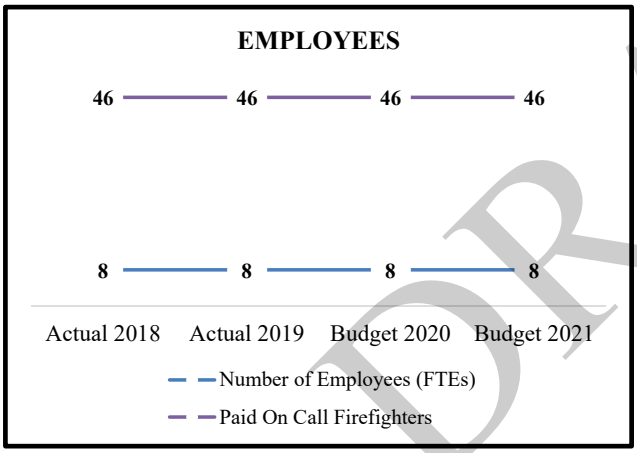
The fire department is consistently praised and receives high marks from citizens and citizen surveys and does so while maintaining a fiscally responsible budget.

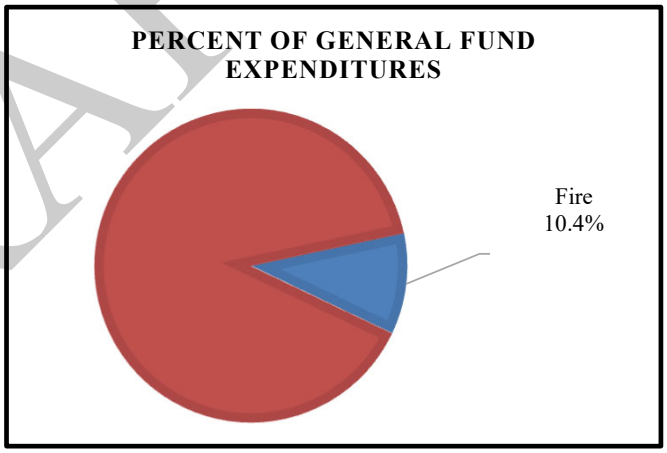
Full-time staff are responsible for daytime operations such as responding to calls for service, firefighter training, plan reviews, building permits and inspections, fire prevention and public education, pre-fire planning, and maintenance of equipment, vehicles, and buildings.

A major change this year is in the part-time staffing model. Due to the COVID-19 pandemic, to maintain accountability and safety for firefighters and citizens, the department is staffing a fire engine with part-time firefighters during the hours when full-time staff are off duty. This staffing model has proven to be beneficial to citizens due to the substantial reduction in response time and is largely well received by firefighters and has been approved to continue into 2021.

In addition to responding to calls for service, the part-time shifts are tasked with completing physical training, fire department training, vehicle maintenance, and fire station maintenance. Other benefits will be realized when they are able to complete pre-fire plans, inspections, and public education that are currently being limited due to the pandemic.

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





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2021 Annual Budget
Division: 32- FIRE

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
32 - FIRE				
6002 - WAGES	625,160.48	706,819.06	701,400.00	745,900.00
6005 - OVERTIME-FT	8,258.87	10,236.35	8,000.00	8,000.00
6015 - WAGES - PART TIME/TEMP	348,427.01	397,354.53	377,000.00	683,200.00
WAGES	**981,846.36**	**1,114,409.94**	**1,086,400.00**	**1,437,100.00**
6122 - PERA	100,434.98	115,308.46	125,500.00	133,400.00
6124 - FICA	13,834.78	15,703.34	39,100.00	36,800.00
6135 - HEALTH	75,770.04	94,039.89	100,300.00	104,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	3,294.18	3,345.48	3,400.00	3,400.00
6140 - LIFE/LTD	1,702.01	5,708.48	2,000.00	2,100.00
6145 - DENTAL	3,306.84	2,973.94	4,000.00	4,300.00
6160 - UNEMPLOYMENT	0.00	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	40,203.44	38,316.18	85,800.00	98,700.00
6180 - COMPENSATED ABSENCES	30,799.69	32,820.37	12,800.00	13,700.00
BENEFITS	**269,345.96**	**308,216.14**	**372,900.00**	**396,600.00**
WAGES & BENEFITS	**1,251,192.32**	**1,422,626.08**	**1,459,300.00**	**1,833,700.00**
6202 - OPERATING SUPPLIES	81,602.59	69,434.50	62,700.00	63,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	283.24	0.00	0.00
6205 - GRANT EXPENDITURES	1,737.48	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	211.19	862.56	500.00	500.00
6212 - UNIFORMS/CLOTHING	46,146.69	59,325.18	60,000.00	54,200.00
6213 - FOOD	1,235.72	2,404.97	2,000.00	2,000.00
6215 - MATERIALS	336.35	125.27	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	22,802.13	24,021.21	20,000.00	20,000.00
6230 - BUILDING MAINT SUPPLIES	1,565.08	63.21	500.00	500.00
6240 - EQUIPMENT MAINT SUPPLIES	28,140.12	23,417.45	18,000.00	20,000.00
6310 - ATTORNEY	0.00	0.00	0.00	0.00
6314 - COMPUTER SERVICES	0.00	590.00	0.00	0.00
6315 - BUILDING MAINT.	1,150.00	1,209.45	700.00	1,000.00
6316 - EQUIPMENT MAINTENANCE	51,537.66	42,588.41	40,000.00	40,000.00
6327 - OTHER PROF SERVICES	22,917.90	26,007.16	23,000.00	24,000.00
6332 - POSTAGE	2,412.62	2,060.43	2,500.00	2,000.00
6334 - TELEPHONE	5,847.87	5,182.54	5,000.00	5,000.00
6336 - PRINTING/PUBLISHING	7,954.66	3,914.12	4,000.00	4,000.00
6339 - COMPUTER ACCESS	6,735.13	7,935.59	6,700.00	7,000.00
6351 - INSURANCE PREMIUM (IS FUND)	18,190.00	16,300.00	16,300.00	16,200.00
6362 - ELECTRIC	46,482.55	40,883.63	37,000.00	38,000.00
6364 - WATER	3,369.57	1,701.74	3,000.00	2,500.00
6365 - GAS	21,007.44	20,124.84	17,000.00	17,000.00
6366 - SEWER	650.51	750.08	500.00	600.00
6367 - REFUSE	0.00	150.48	0.00	0.00
6368 - STORM	1,976.88	1,981.94	1,800.00	1,900.00
6410 - SOFTWARE - ANNUAL FEES	10,755.80	21,674.75	19,500.00	19,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	29,000.04	30,500.04	87,300.00	89,700.00
6420 - EQUIPMENT RENT	10.27	8.81	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	287,700.00	352,599.96	370,800.00	361,500.00
6430 - BUILDING RENT (IS FUND)	108,600.00	108,600.00	118,100.00	119,800.00
6472 - CONFERENCE/SCHOOL/TRAINING	44,989.35	49,010.25	50,000.00	35,000.00
6475 - TRAVEL/SUBSISTENCE	21,405.70	37,581.04	30,000.00	15,000.00
6480 - DUES	33,764.06	34,857.00	34,500.00	34,500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	2,087.18	1,662.95	2,000.00	2,000.00
SUPPLIES AND SERVICES	**912,322.54**	**987,812.80**	**1,033,400.00**	**995,900.00**
6630 - PAYMENT TO FIRE RELIEF	261,378.03	278,203.27	270,000.00	275,000.00
6650 - CREDIT CARD FEES	0.14	0.09	0.00	0.00
MISCELLANEOUS EXPENSE	**261,378.17**	**278,203.36**	**270,000.00**	**275,000.00**
6740 - EQUIPMENT	9,995.00	12,825.00	0.00	0.00
CAPITAL OUTLAY	**9,995.00**	**12,825.00**	**0.00**	**0.00**
Total 32 - FIRE	**2,434,888.03**	**2,701,467.24**	**2,762,700.00**	**3,104,600.00**

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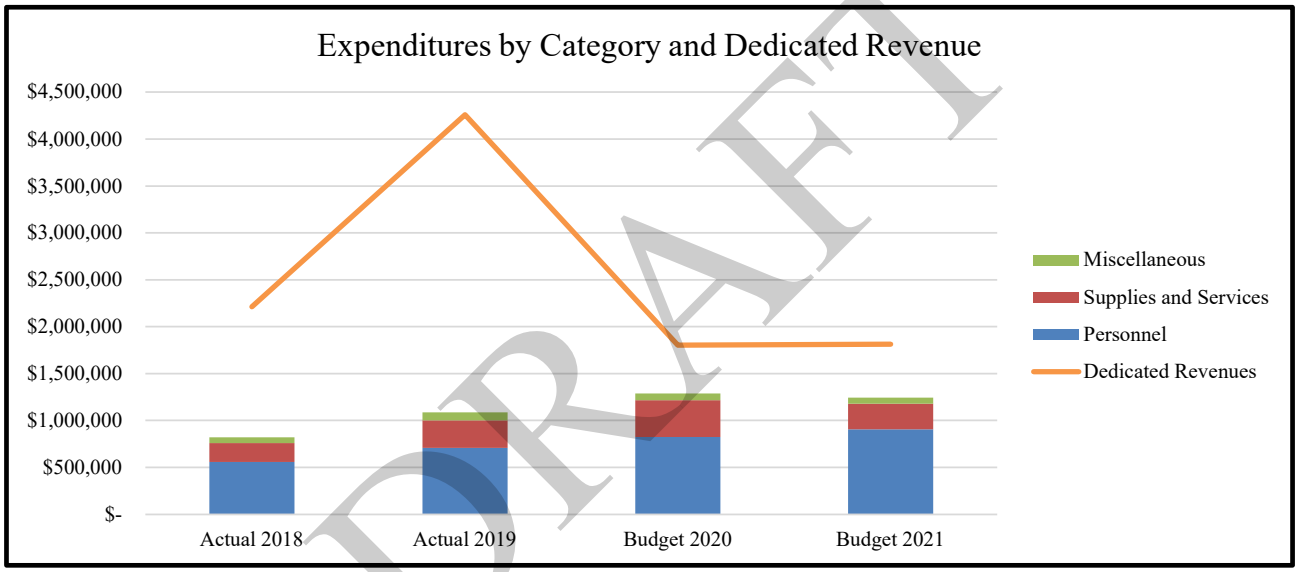
Division: **Building Inspections**
Category: Public Safety

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 556,797	$ 709,176	$ 824,700	$ 906,400
Supplies and Services	201,957	292,620	392,200	273,700
Miscellaneous	63,532	84,765	70,000	65,000
Totals	$ 822,286	$ 1,086,561	$ 1,286,900	$ 1,245,100
Dedicated Revenues	$ 2,211,090	$ 4,258,526	$ 1,803,800	$ 1,814,800



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Inspections	8,936	10,598	10,770	8,000
Number of Permits	4,256	4,469	4,600	4,500
Average Inspection/Employee	2,234	2,119	2,693	2,000

Budget Impact:

Shakopee's Inspectors are in the field whether it is a beautiful summer day or it's twenty degrees and snowing. They work with everyone from homeowners to house builders to large industrial builders.

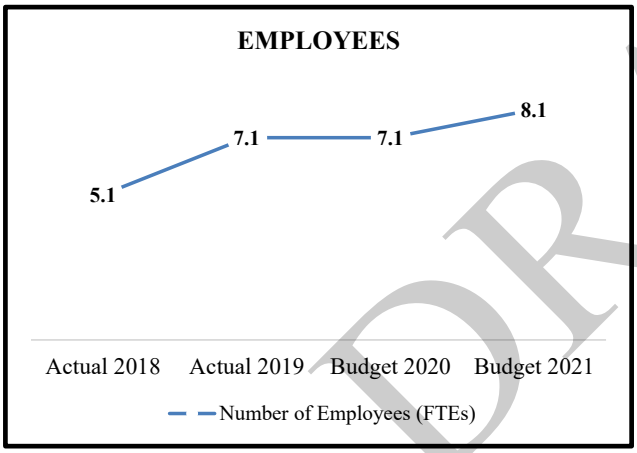
The city hired a full time electrical inspector in 2019. Since that time, we have been fortunate to have a Master Electrician as an Inspector. He has the experience to be able to explain to a homeowner how a breaker works to work with a large industrial user installing a generator to ensure power even if electricity fails.

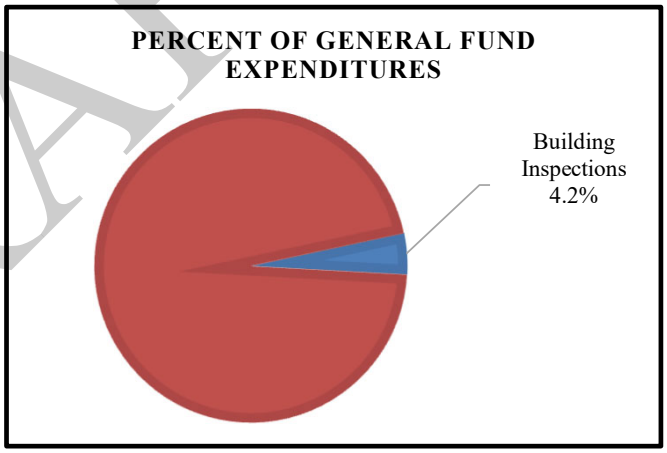
The city went 100% paperless in 2019, which allowed plans to still be submitted during COVID and technology and safety practices allowed inspections to continue without missing even a day. With people home all the time, many began projects that had been delayed. The city experienced record permit numbers for decks and fences in 2020.

In 2021 the city will be implementing a new permit poral and software that will allow on line inspection scheduling and provide the ability for applicants to track permit reviews in real time.

The city's exceptional inspection staff was able to file complaints with the State of Minnesota this year on a contractor that was not properly completing work or permits. The State found them guilty and fined them and prohibited certain sales tactics. Another example how the city Inspection staff looks out for residents safety.

The City was awarded a Minnesota Department of Labor and Industry Building Official Training Grant that will provide $65,000 of annual funding per year for 2 years to hire a new Building Official.





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2021 Annual Budget
Division: 33- BUILDING INSPECTIONS

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
33 - BUILDING INSPECTIONS				
6002 - WAGES	414,695.31	533,689.93	618,800.00	696,300.00
6005 - OVERTIME-FT	0.00	101.88	0.00	0.00
6015 - WAGES - PART TIME/TEMP	0.00	0.00	0.00	0.00
WAGES	**414,695.31**	**533,791.81**	**618,800.00**	**696,300.00**
6122 - PERA	32,028.80	41,135.60	47,500.00	52,600.00
6124 - FICA	27,820.90	37,153.35	46,700.00	43,000.00
6135 - HEALTH	78,033.94	83,207.06	90,300.00	89,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,235.05	2,763.82	2,900.00	3,400.00
6140 - LIFE/LTD	1,166.09	1,435.61	1,600.00	1,900.00
6145 - DENTAL	2,623.23	3,063.57	3,500.00	4,300.00
6170 - WORKERS COMPENSATION	2,769.96	3,623.03	2,900.00	4,100.00
6180 - COMPENSATED ABSENCES	(4,576.70)	3,002.33	10,500.00	11,800.00
BENEFITS	**142,101.27**	**175,384.37**	**205,900.00**	**210,100.00**
WAGES & BENEFITS	**556,796.58**	**709,176.18**	**824,700.00**	**906,400.00**
6202 - OPERATING SUPPLIES	1,908.65	9,086.32	3,000.00	1,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	2,039.94	1,299.99	5,000.00	1,000.00
6210 - OFFICE SUPPLIES	820.21	1,208.38	500.00	500.00
6212 - UNIFORMS/CLOTHING	1,139.66	3,132.32	2,500.00	2,000.00
6213 - FOOD	50.39	19.87	100.00	100.00
6222 - MOTOR FUELS & LUBRICANTS	2,910.49	2,797.97	3,000.00	2,000.00
6240 - EQUIPMENT MAINT SUPPLIES	4,450.13	8,115.69	5,000.00	1,500.00
6310 - ATTORNEY	0.00	0.00	0.00	0.00
6314 - COMPUTER SERVICES	0.00	10,038.75	0.00	0.00
6315 - BUILDING MAINT.	0.00	0.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	1,404.37	3,222.72	1,500.00	4,000.00
6327 - OTHER PROF SERVICES	95,575.47	65,493.73	145,000.00	0.00
6332 - POSTAGE	330.86	132.19	200.00	200.00
6334 - TELEPHONE	2,885.51	3,038.38	2,500.00	2,500.00
6336 - PRINTING/PUBLISHING	2,937.60	2,237.70	2,500.00	1,000.00
6339 - COMPUTER ACCESS	658.13	1,400.72	1,200.00	1,200.00
6351 - INSURANCE PREMIUM (IS FUND)	6,290.00	6,600.00	6,500.00	5,600.00
6410 - SOFTWARE - ANNUAL FEES	41,097.05	121,368.82	143,300.00	186,200.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	12,100.08	12,699.96	30,400.00	28,300.00
6420 - EQUIPMENT RENT	47.17	29.49	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	2,499.96	2,600.04	2,700.00	2,900.00
6430 - BUILDING RENT (IS FUND)	15,900.00	23,600.04	28,200.00	28,200.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,247.29	8,832.56	4,000.00	2,500.00
6475 - TRAVEL/SUBSISTENCE	2,803.42	2,588.37	3,000.00	1,000.00
6480 - DUES	260.00	1,130.00	900.00	1,000.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	600.66	1,946.02	1,200.00	1,000.00
SUPPLIES AND SERVICES	**201,957.04**	**292,620.03**	**392,200.00**	**273,700.00**
6650 - CREDIT CARD FEES	63,557.56	84,764.54	70,000.00	65,000.00
6660 - BANK FEES- NSF FEE	(26.00)	0.00	0.00	0.00
6661 - CASH SHORT	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**63,531.56**	**84,764.54**	**70,000.00**	**65,000.00**
Total 33 - BUILDING INSPECTIONS	**822,285.18**	**1,086,560.75**	**1,286,900.00**	**1,245,100.00**

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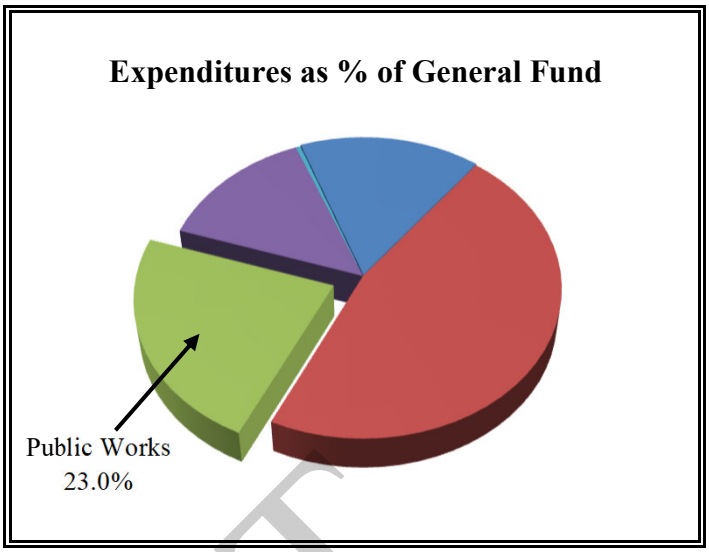
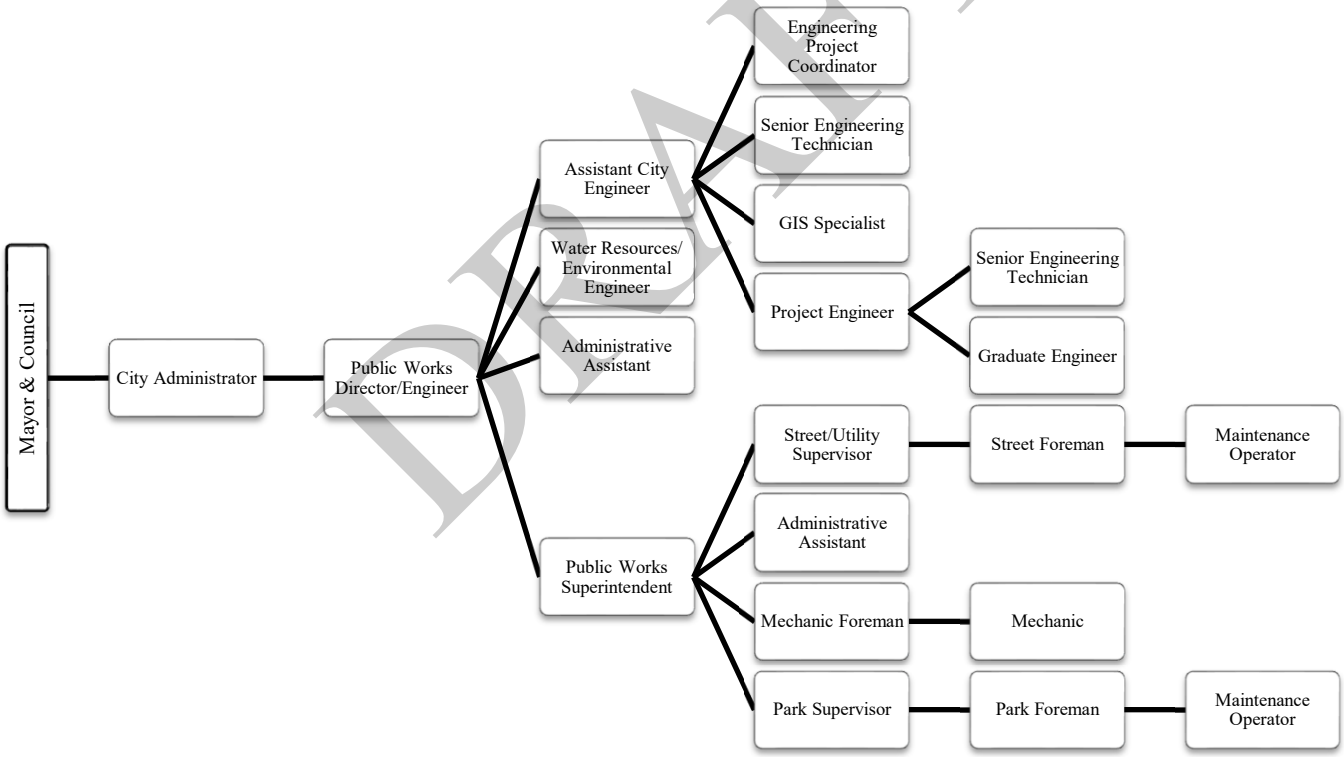
Public Works

Divisions:

The main divisions under Public Works consist of the following:

- Engineering
- Street
- Fleet
- Park Maintenance





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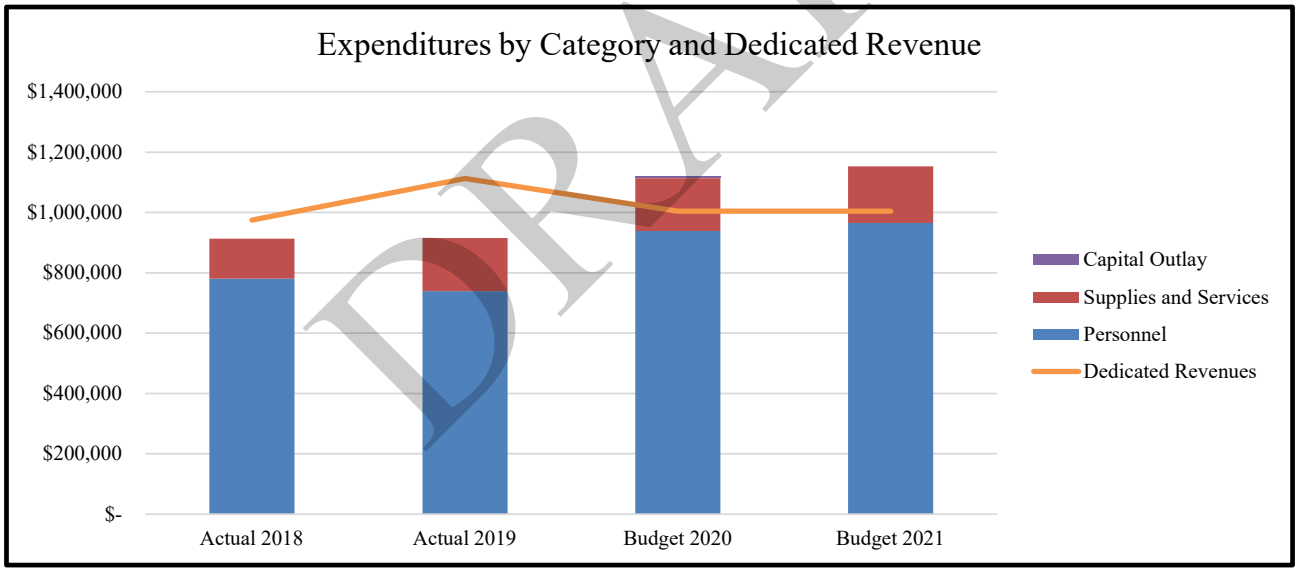
Division: **Engineering**
Category: Public Works

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 780,209	$ 739,359	$ 938,900	$ 965,000
Supplies and Services	133,231	176,436	175,000	188,400
Capital Outlay	-	-	6,000	-
Totals	$ 913,440	$ 915,795	$ 1,119,900	$ 1,153,400
Dedicated Revenues	$ 974,319	$ 1,112,500	$ 1,005,000	$ 1,005,000



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Projects	8	10	10	16
Value of Projects	7,110,000	16,900,000	16,200,000	20,100,000
Number of Private Subdivision Permits Issued	7	4	4	6
Number of Private Grading Permits Issued	13	9	10	10
Number of ROW Permits Issued	566	660	605	610

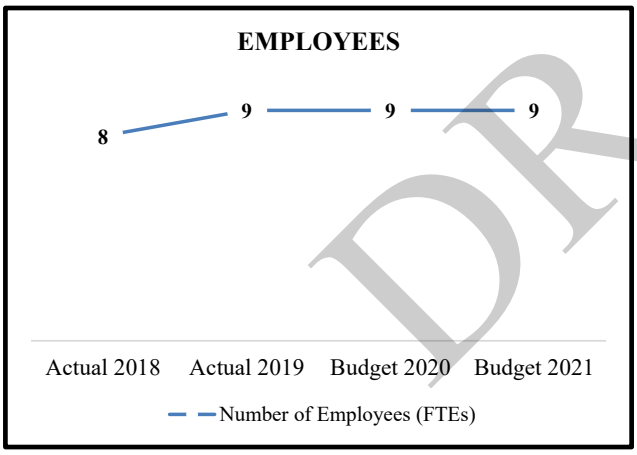
Budget Impact:

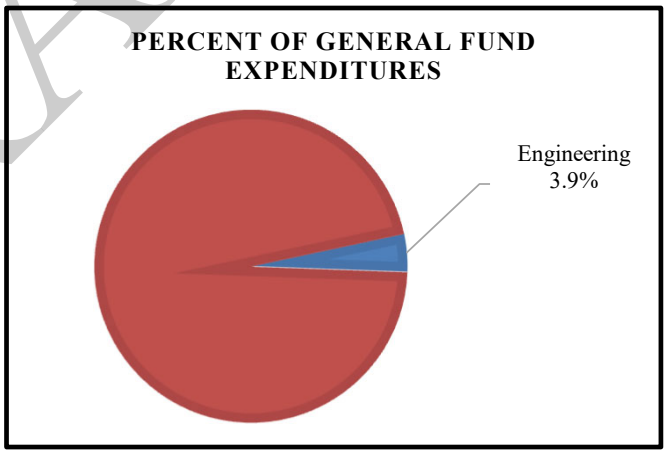
If your patience survived a city's reconstruction project in your neighborhood, CONGRATULATIONS! Road and utility construction projects equate to one big nuisance: roads closed, detours, access issues, noise, dust, periodic loss of water service, etc. How more disrupting can we be to your everyday life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

In 2020, we saw the arrival of COVID-19, which forced engineering staff to implement new procedures and technologies to conduct business safely in a now socially distant world. Staff was able to perform all critical functions and we are on track to successfully deliver all of our public improvement projects in 2020. Our division is continuing to improve our system service and internal systems. This past year, engineering staff implemented new pavement management software that will allow us to rate and track the condition of our bituminous roadways. In addition, we can better forecast and budget for needed improvements while ensuring timely and consistent maintenance for all of our roadways. With help from the new pavement management software, staff has developed a 15-year capital improvement plan. This will allow key leaders and City Council to analyze and budget for needed infrastructure improvements, adding to the resiliency of the city budget.





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2021 Annual Budget
Division: 41- ENGINEERING

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
41 - ENGINEERING				
6002 - WAGES	523,292.85	530,433.85	616,500.00	629,800.00
6005 - OVERTIME-FT	53,906.77	29,652.72	54,500.00	54,500.00
6015 - WAGES - PART TIME/TEMP	15,965.51	9,708.02	18,200.00	17,200.00
6017 - OVERTIME-PART TIME/TEMP	3,753.47	1,919.90	1,500.00	1,500.00
WAGES	**596,918.60**	**571,714.49**	**690,700.00**	**703,000.00**
6122 - PERA	43,187.85	41,902.96	50,400.00	51,600.00
6124 - FICA	42,863.41	42,037.84	52,900.00	43,700.00
6135 - HEALTH	66,192.58	66,099.34	109,300.00	115,700.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,728.85	2,569.55	3,800.00	4,200.00
6140 - LIFE/LTD	1,461.95	1,387.80	2,200.00	2,500.00
6145 - DENTAL	3,051.54	2,760.26	4,500.00	5,400.00
6170 - WORKERS COMPENSATION	7,159.59	7,504.40	10,400.00	22,300.00
6180 - COMPENSATED ABSENCES	11,497.10	(1,492.61)	14,700.00	16,600.00
6186 - PENSION EXPENSE	5,148.00	4,875.00	0.00	0.00
BENEFITS	**183,290.87**	**167,644.54**	**248,200.00**	**262,000.00**
WAGES & BENEFITS	**780,209.47**	**739,359.03**	**938,900.00**	**965,000.00**
6202 - OPERATING SUPPLIES	907.33	4,281.96	6,000.00	4,900.00
6210 - OFFICE SUPPLIES	4,208.06	1,893.64	2,700.00	2,700.00
6212 - UNIFORMS/CLOTHING	189.97	882.49	600.00	1,000.00
6213 - FOOD	0.00	182.50	200.00	200.00
6222 - MOTOR FUELS & LUBRICANTS	4,159.19	3,617.11	3,000.00	3,000.00
6240 - EQUIPMENT MAINT SUPPLIES	465.23	228.78	2,000.00	2,000.00
6310 - ATTORNEY	4,070.00	1,252.50	4,300.00	4,300.00
6312 - ENGINEERING/DESIGN CONSULTANT	15,450.00	14,935.00	10,000.00	30,000.00
6316 - EQUIPMENT MAINTENANCE	4,030.69	208.99	0.00	0.00
6318 - FILING FEES	(16.00)	(70.00)	0.00	0.00
6327 - OTHER PROF SERVICES	396.30	41,896.20	3,500.00	3,500.00
6332 - POSTAGE	1,538.56	1,392.17	1,300.00	2,000.00
6334 - TELEPHONE	6,699.63	6,421.05	6,900.00	6,900.00
6336 - PRINTING/PUBLISHING	2,402.41	2,395.65	2,000.00	2,000.00
6339 - COMPUTER ACCESS	840.24	875.25	1,000.00	1,000.00
6351 - INSURANCE PREMIUM (IS FUND)	8,760.00	8,100.00	8,000.00	6,700.00
6410 - SOFTWARE - ANNUAL FEES	22,046.08	21,099.59	18,600.00	16,600.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	24,200.04	25,400.04	47,500.00	39,100.00
6420 - EQUIPMENT RENT	201.80	316.95	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	11,499.96	16,599.96	15,800.00	20,900.00
6430 - BUILDING RENT (IS FUND)	16,899.96	16,899.96	35,800.00	35,800.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,075.00	6,073.86	4,000.00	4,000.00
6475 - TRAVEL/SUBSISTENCE	82.89	290.86	600.00	600.00
6480 - DUES	1,097.50	936.62	800.00	800.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	26.28	325.00	400.00	400.00
SUPPLIES AND SERVICES	**133,231.12**	**176,436.13**	**175,000.00**	**188,400.00**
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	0.00	6,000.00	0.00
CAPITAL OUTLAY	**0.00**	**0.00**	**6,000.00**	**0.00**
Total 41 - ENGINEERING	**913,440.59**	**915,795.16**	**1,119,900.00**	**1,153,400.00**

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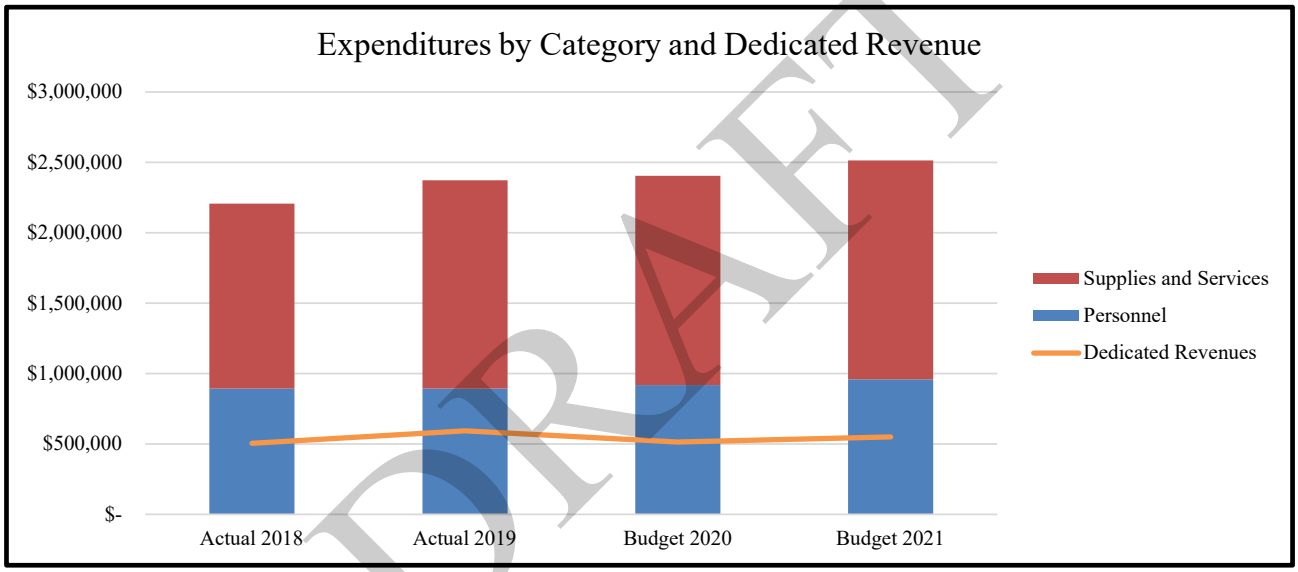
Division: **Street Maintenance**
Category: Public Works

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 892,828	$ 893,953	$ 918,700	$ 959,900
Supplies and Services	1,314,352	1,479,425	1,486,600	1,553,400
Totals	$ 2,207,180	$ 2,373,378	$ 2,405,300	$ 2,513,300
Dedicated Revenues	$ 502,740	$ 592,091	$ 514,000	$ 550,000



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Key Measures:

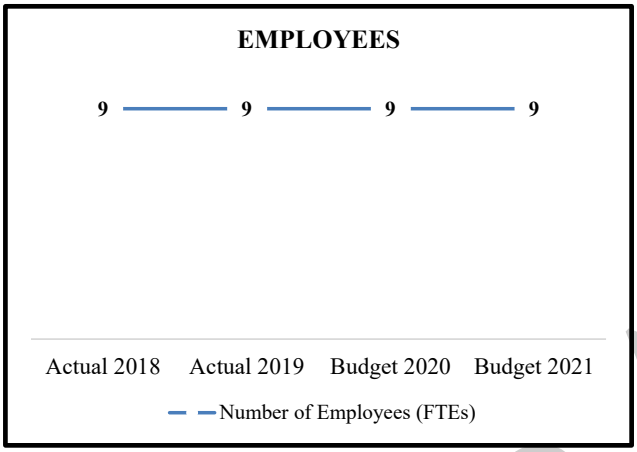
	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Street Miles	158.9	161.1	162.2	165.7
Streets Sealcoated (in CL-Miles)	13.3	15.8	15.9 (actual)	15
Alley Miles	10.3	10.3	10.3	10.3
Alleys Paved (Miles)	2.28	1.91	1.91	1.91
Number of Street Lights	2,393	2,519	2,561	2,700
Street lights replaced (Poles/Fixtures/Repaired)	26/all/14	9/8/15	10/9/10	12/11/12
Number of Signs	4,400	4,857	4,950	5,050
Number of Signs replaced	327	114	155	250
Snowplowing Occurrences	19	19	15	18

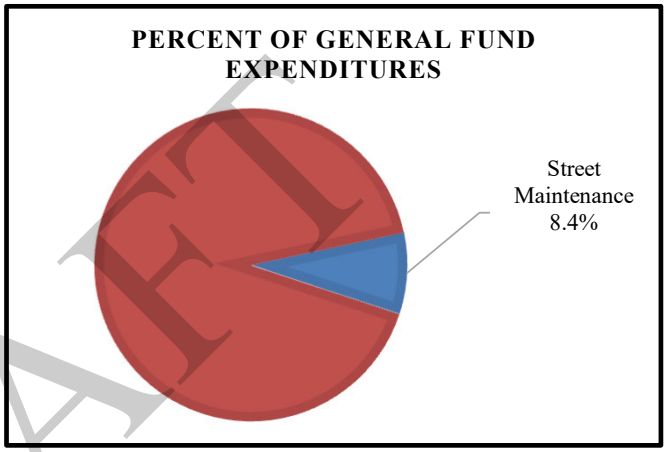
Budget Impact:

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 161.1 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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2021 Annual Budget
Division: 42- STREET MAINTENANCE

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
42 - STREET MAINTENANCE				
6002 - WAGES	547,925.87	541,010.35	580,600.00	618,200.00
6005 - OVERTIME-FT	60,211.44	77,420.79	40,000.00	40,000.00
6015 - WAGES - PART TIME/TEMP	30,921.14	37,736.56	28,100.00	28,100.00
6017 - OVERTIME-PART TIME/TEMP	257.10	149.16	0.00	0.00
WAGES	**639,315.55**	**656,316.86**	**648,700.00**	**686,300.00**
6122 - PERA	45,661.57	46,285.83	46,400.00	49,300.00
6124 - FICA	44,898.47	47,171.77	49,500.00	42,600.00
6135 - HEALTH	92,137.29	88,948.59	115,300.00	110,800.00
6139 - POST EMPLOYMENT HEALTH PLAN	8,106.89	3,544.76	3,800.00	3,400.00
6140 - LIFE/LTD	1,696.20	1,601.92	1,900.00	1,800.00
6145 - DENTAL	4,009.26	3,789.48	4,500.00	4,300.00
6170 - WORKERS COMPENSATION	35,682.84	35,815.94	36,700.00	50,200.00
6180 - COMPENSATED ABSENCES	21,319.58	10,477.81	11,900.00	11,200.00
BENEFITS	**253,512.10**	**237,636.10**	**270,000.00**	**273,600.00**
WAGES & BENEFITS	**892,827.65**	**893,952.96**	**918,700.00**	**959,900.00**
6202 - OPERATING SUPPLIES	61,759.49	33,733.60	45,000.00	45,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	63.33	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	641.89	355.81	500.00	500.00
6212 - UNIFORMS/CLOTHING	6,397.11	8,792.33	7,000.00	7,000.00
6213 - FOOD	186.65	161.12	200.00	200.00
6215 - MATERIALS	136,518.84	213,517.95	137,000.00	164,000.00
6222 - MOTOR FUELS & LUBRICANTS	53,074.09	54,288.15	45,000.00	45,000.00
6230 - BUILDING MAINT SUPPLIES	0.00	0.00	0.00	0.00
6240 - EQUIPMENT MAINT SUPPLIES	47,068.03	48,753.77	45,000.00	45,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	0.00	325.50	0.00	0.00
6315 - BUILDING MAINT.	400.00	1,404.87	400.00	400.00
6316 - EQUIPMENT MAINTENANCE	48,466.95	55,231.20	50,000.00	40,000.00
6322 - PAVEMENT PRESERVATION	405,600.04	423,573.15	510,000.00	520,000.00
6326 - CLEANING SERVICES	17,039.00	19,512.00	20,000.00	20,000.00
6327 - OTHER PROF SERVICES	80,048.33	133,373.09	111,500.00	111,500.00
6332 - POSTAGE	3.46	32.85	100.00	100.00
6334 - TELEPHONE	4,481.47	5,261.57	4,400.00	4,400.00
6336 - PRINTING/PUBLISHING	2,525.98	5,728.48	4,300.00	4,300.00
6338 - ADVERTISING	31.20	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	39,770.00	37,400.00	37,100.00	35,800.00
6362 - ELECTRIC	72,167.42	70,757.26	69,000.00	69,000.00
6364 - WATER	8,978.80	9,367.67	6,500.00	6,500.00
6365 - GAS	31,997.94	30,036.83	25,000.00	25,000.00
6366 - SEWER	5,403.19	6,995.96	4,500.00	4,500.00
6367 - REFUSE	3,837.77	1,536.37	5,000.00	5,000.00
6368 - STORM	3,922.80	3,932.86	3,900.00	3,900.00
6410 - SOFTWARE - ANNUAL FEES	902.50	950.00	1,000.00	1,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	24,200.04	25,400.04	28,500.00	28,600.00
6420 - EQUIPMENT RENT	0.51	7.76	0.00	0.00
6425 - EQUIPMENT RENT (IS FUND)	214,300.08	243,600.00	268,900.00	308,200.00
6430 - BUILDING RENT (IS FUND)	40,200.00	40,200.00	51,600.00	53,300.00
6472 - CONFERENCE/SCHOOL/TRAINING	3,739.60	4,586.50	4,400.00	4,400.00
6480 - DUES	523.28	495.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	102.57	113.36	300.00	300.00
SUPPLIES AND SERVICES	**1,314,352.36**	**1,479,425.05**	**1,486,600.00**	**1,553,400.00**
6650 - CREDIT CARD FEES	0.00	0.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 42 - STREET MAINTENANCE	**2,207,180.01**	**2,373,378.01**	**2,405,300.00**	**2,513,300.00**

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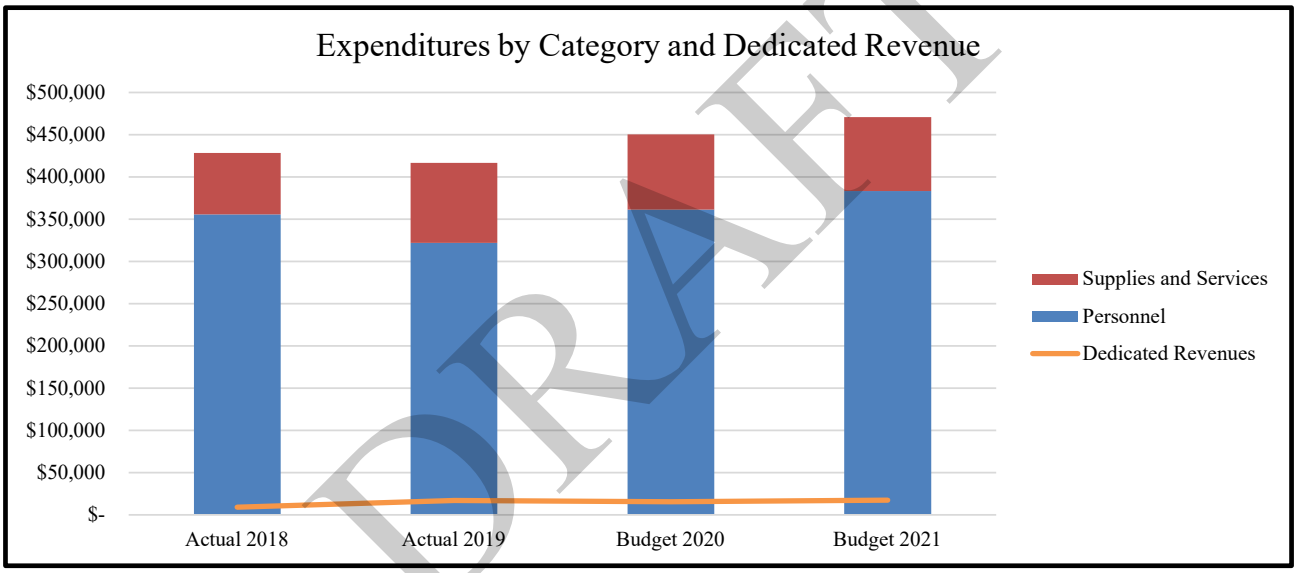
Division: **Fleet**
Category: Public Works

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 355,603	$ 322,116	$ 361,400	$ 383,400
Supplies and Services	73,012	94,512	89,100	87,600
Totals	$ 428,615	$ 416,628	$ 450,500	$ 471,000
Dedicated Revenues	$ 8,885	$ 17,086	$ 15,500	$ 17,200



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Key Measures:

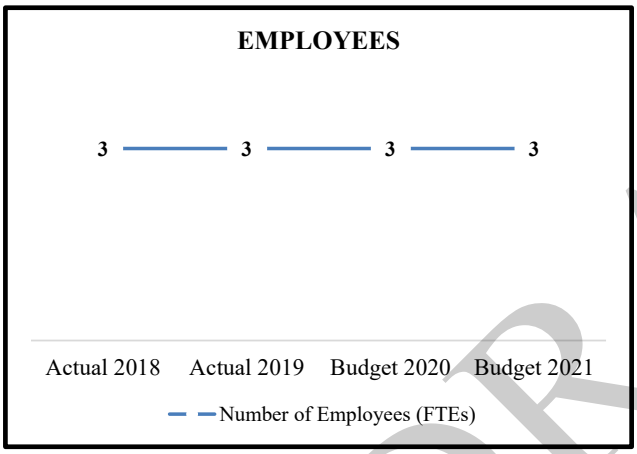
	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Vehicles/Pieces of Equipment	366	370	375	375
Gallons of Diesel Used (city equip)	44,689	51,087	42,000	44,000
Gallons of Unleaded Used (city equip)	55,692	68,859	68,000	70,000
Car/Truck Washes	1670	1,246	1,300	1,600

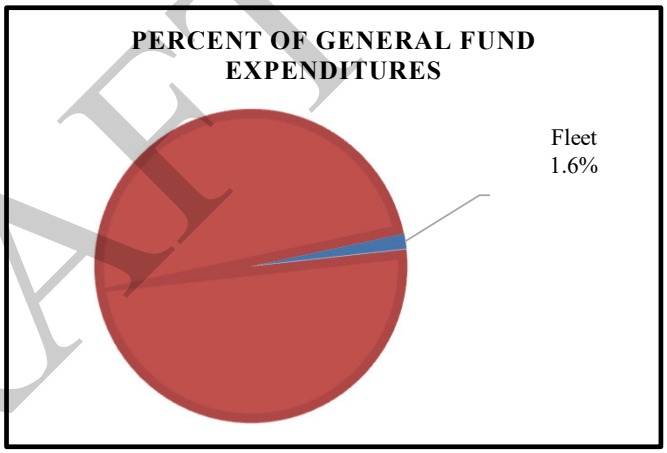
Budget Impact:

Police squads. Fire trucks. Lawn mowers. Gas weed whips. Staff vehicles. Street sweepers. Loaders. Snowplow trucks. Snow Blowers. The city has nearly 400 pieces of equipment and vehicles in its inventory. It takes a lot of equipment to support the many functions of the city. To some people's surprise, only three mechanics 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. Every repair is tracked with work orders using Assetworks software. Assetworks allows us to track parts, repairs and labor for historic data. This data is analyzed monthly by committee along with fuel usage and car/truck washes.

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 172,000 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 1,300 washes in 2020. 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 of 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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2021 Annual Budget
Division: 44- FLEET

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
44 - FLEET				
6002 - WAGES	250,159.96	224,462.81	247,900.00	261,400.00
6005 - OVERTIME-FT	1,440.02	5,684.57	8,500.00	8,500.00
6015 - WAGES - PART TIME/TEMP	5,549.03	8,661.46	8,900.00	8,500.00
WAGES	**257,149.01**	**238,808.84**	**265,300.00**	**278,400.00**
6122 - PERA	18,870.45	17,273.71	18,800.00	19,500.00
6124 - FICA	17,087.87	16,352.15	19,800.00	17,500.00
6135 - HEALTH	49,372.35	41,265.95	42,100.00	42,400.00
6139 - POST EMPLOYMENT HEALTH PLAN	1,366.48	1,242.27	1,300.00	1,700.00
6140 - LIFE/LTD	689.35	613.16	700.00	800.00
6145 - DENTAL	1,529.87	1,328.30	1,500.00	2,200.00
6170 - WORKERS COMPENSATION	7,015.72	7,036.30	8,000.00	15,600.00
6180 - COMPENSATED ABSENCES	2,521.78	(1,805.06)	3,900.00	5,300.00
BENEFITS	**98,453.87**	**83,306.78**	**96,100.00**	**105,000.00**
WAGES & BENEFITS	**355,602.88**	**322,115.62**	**361,400.00**	**383,400.00**
6202 - OPERATING SUPPLIES	9,715.55	9,148.05	10,100.00	9,600.00
6203 - TOOLS	86.19	7,585.09	7,500.00	7,500.00
6204 - FURNISHINGS (NOT CAPITALIZED)	63.33	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	242.72	582.46	200.00	200.00
6212 - UNIFORMS/CLOTHING	2,360.19	2,212.45	2,500.00	2,500.00
6213 - FOOD	0.00	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	893.15	1,332.86	800.00	800.00
6240 - EQUIPMENT MAINT SUPPLIES	(12,009.64)	369.23	700.00	700.00
6315 - BUILDING MAINT.	0.00	865.74	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	19,095.10	17,207.13	15,100.00	10,600.00
6327 - OTHER PROF SERVICES	32.00	469.00	500.00	500.00
6332 - POSTAGE	53.50	0.00	0.00	0.00
6334 - TELEPHONE	2,065.07	2,405.76	2,000.00	2,000.00
6336 - PRINTING/PUBLISHING	1,005.94	3,046.09	1,000.00	1,000.00
6351 - INSURANCE PREMIUM (IS FUND)	3,780.00	3,600.00	3,500.00	2,400.00
6362 - ELECTRIC	3,167.93	3,586.18	3,000.00	3,000.00
6364 - WATER	654.40	657.51	500.00	500.00
6366 - SEWER	0.00	0.00	0.00	0.00
6367 - REFUSE	0.00	7.00	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	10,999.21	11,020.72	10,600.00	16,100.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	12,099.96	12,699.96	10,100.00	14,700.00
6430 - BUILDING RENT (IS FUND)	17,000.04	17,000.04	17,900.00	12,400.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,424.00	716.50	3,000.00	3,000.00
6480 - DUES	25.00	0.00	100.00	100.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	258.74	0.00	0.00	0.00
SUPPLIES AND SERVICES	**73,012.38**	**94,511.77**	**89,100.00**	**87,600.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 44 - FLEET	**428,615.26**	**416,627.39**	**450,500.00**	**471,000.00**

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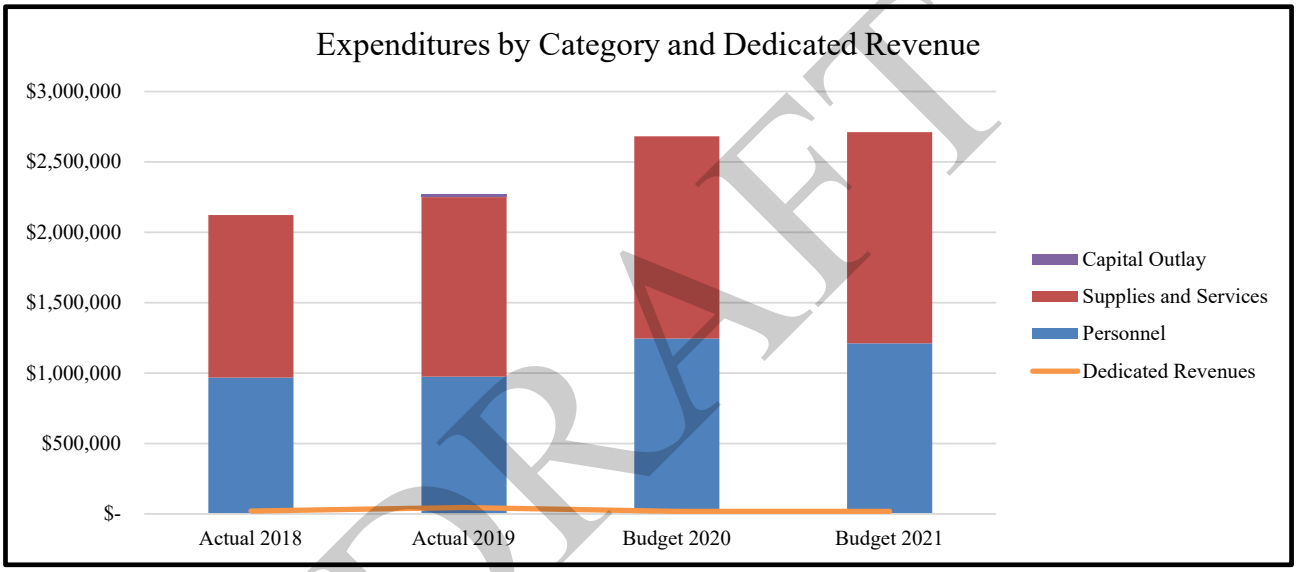
Division: **Park Maintenance**
Category: Public Works

Description of Services:

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

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 967,819	$ 974,705	$ 1,244,700	$ 1,210,900
Supplies and Services	1,154,268	1,274,952	1,437,000	1,500,700
Capital Outlay	-	17,836	-	-
Totals	$ 2,122,087	$ 2,267,493	$ 2,681,700	$ 2,711,600
Dedicated Revenues	$ 19,200	$ 44,937	$ 16,000	$ 16,000



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Key Measures:

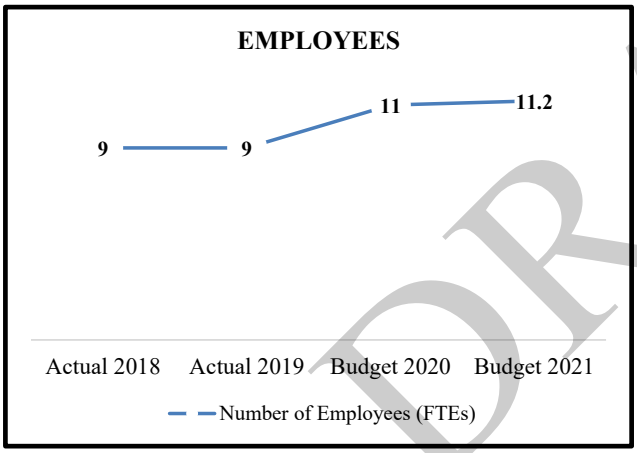
	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Acres of Land Mowed	197	197	200	200
Playgrounds	27	27	28	29
Outdoor Ice Rinks Maintained	12	12	8	8
Sports Fields Maintained	94	94	95	95
Trees Pruned (contractor)	0	1,698	1,548	962
Ash Trees Treated	161	203	168	156
Trees Planted	264	248	161	175
Trees Sold at Tree Sale	99	72	83	75

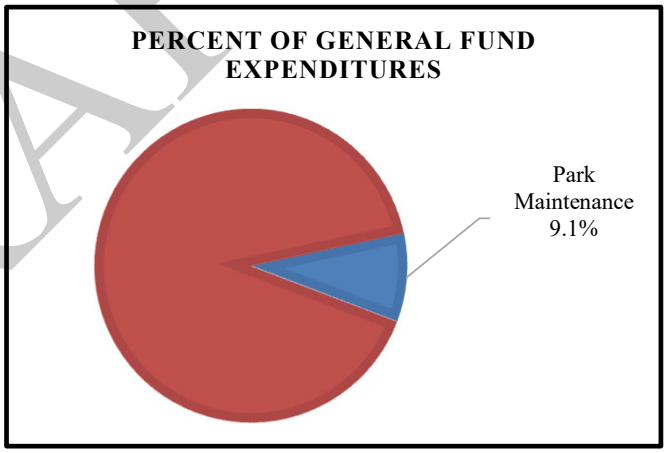
Budget Impact:

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 719 acres of parks/open space land with 45 parks, 29 playgrounds, 95 sports fields and 200 acres that are mowed? With great and efficient staff! The Parks Maintenance Division consists of 11 full-time and 14 seasonal staff that do it all.

In 2020, the global COVID-19 pandemic threw us a curve ball. With strict social restrictions on youth sports and community events, our department was reduced to critical infrastructure tasks for over two months. We focused on caring for the trees, grass and landscaping. Park use increased resulting in additional garbage collections and litter pickup. Additionally, Parks staff worked with streets and utilities jetting sewers, cleaned out catch basins, painted crosswalks and swept streets. As social restrictions lessened, the crews stepped up to the plate with field preparation , prioritizing our youth sports, including a tournament. Holmes park playground was replaced and Parks staff continue to collaborate to enhance existing parks and develop new parks. In unprecedented times, our department continues to knock it out of the park in our services to the people in Shakopee, who depend on us for their health, safety and quality of life.

Looking forward to 2021, park maintenance and natural resources will be merging. Natural resources preserves and protects 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. 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 13 years for the city's efforts and commitment to its urban forest management.





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2021 Annual Budget
Division: 46- PARK MAINTENANCE

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
46 - PARK MAINTENANCE				
6002 - WAGES	635,096.62	645,262.44	789,200.00	759,200.00
6005 - OVERTIME-FT	16,986.54	22,375.16	13,200.00	13,200.00
6015 - WAGES - PART TIME/TEMP	58,377.58	90,140.07	131,800.00	129,000.00
WAGES	**710,460.74**	**757,777.67**	**934,200.00**	**901,400.00**
6122 - PERA	48,754.55	49,831.10	60,200.00	54,200.00
6124 - FICA	50,107.04	53,819.19	71,600.00	57,700.00
6135 - HEALTH	90,581.61	88,295.78	108,800.00	111,200.00
6139 - POST EMPLOYMENT HEALTH PLAN	14,499.76	3,912.73	4,600.00	4,600.00
6140 - LIFE/LTD	1,786.37	1,837.33	2,300.00	2,400.00
6145 - DENTAL	4,041.92	4,496.92	5,500.00	5,900.00
6170 - WORKERS COMPENSATION	25,942.08	30,106.45	43,800.00	59,300.00
6180 - COMPENSATED ABSENCES	21,614.10	(15,400.24)	13,700.00	14,200.00
6186 - PENSION EXPENSE	31.00	28.00	0.00	0.00
BENEFITS	**257,358.43**	**216,927.26**	**310,500.00**	**309,500.00**
WAGES & BENEFITS	**967,819.17**	**974,704.93**	**1,244,700.00**	**1,210,900.00**
6202 - OPERATING SUPPLIES	31,789.35	60,450.78	47,700.00	47,700.00
6204 - FURNISHINGS (NOT CAPITALIZED)	7,820.93	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	210.10	324.93	100.00	100.00
6212 - UNIFORMS/CLOTHING	8,108.89	9,466.96	10,000.00	10,000.00
6213 - FOOD	128.92	111.53	200.00	200.00
6215 - MATERIALS	40,997.41	53,210.10	41,000.00	41,000.00
6222 - MOTOR FUELS & LUBRICANTS	38,229.32	35,835.66	35,500.00	35,500.00
6230 - BUILDING MAINT SUPPLIES	7,443.54	1,467.90	2,500.00	12,500.00
6240 - EQUIPMENT MAINT SUPPLIES	35,862.94	34,836.33	35,000.00	35,000.00
6315 - BUILDING MAINT.	19,668.40	4,796.41	10,000.00	10,000.00
6316 - EQUIPMENT MAINTENANCE	4,338.54	2,991.92	8,200.00	8,200.00
6322 - PAVEMENT PRESERVATION	61,183.50	45,867.44	60,000.00	60,000.00
6327 - OTHER PROF SERVICES	55,670.72	149,117.14	160,500.00	160,500.00
6334 - TELEPHONE	4,208.01	4,959.50	5,700.00	5,700.00
6336 - PRINTING/PUBLISHING	497.38	1,051.47	900.00	500.00
6338 - ADVERTISING	4,948.20	0.00	0.00	0.00
6339 - COMPUTER ACCESS	418.99	467.46	500.00	500.00
6351 - INSURANCE PREMIUM (IS FUND)	92,090.00	87,700.00	86,600.00	91,800.00
6362 - ELECTRIC	69,068.59	72,697.89	61,000.00	61,000.00
6364 - WATER	18,628.54	13,122.81	15,600.00	16,000.00
6365 - GAS	4,699.24	4,461.87	5,000.00	5,000.00
6366 - SEWER	613.50	528.37	800.00	800.00
6367 - REFUSE	100.00	0.00	0.00	0.00
6368 - STORM	15,312.12	15,351.38	17,500.00	17,500.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	26,499.96	27,800.04	21,500.00	23,100.00
6425 - EQUIPMENT RENT (IS FUND)	129,999.96	147,099.96	178,200.00	192,700.00
6430 - BUILDING RENT (IS FUND)	38,199.96	38,199.96	51,800.00	58,400.00
6435 - OTHER RENT	8,323.20	10,566.60	9,000.00	11,600.00
6440 - PARK RENT (IS FUND)	427,400.04	449,600.04	569,800.00	593,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	1,201.50	2,498.75	2,000.00	2,000.00
6475 - TRAVEL/SUBSISTENCE	0.00	0.00	0.00	0.00
6480 - DUES	498.01	255.00	200.00	200.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	108.57	113.36	200.00	200.00
SUPPLIES AND SERVICES	**1,154,268.33**	**1,274,951.56**	**1,437,000.00**	**1,500,700.00**
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	17,836.00	0.00	0.00
CAPITAL OUTLAY	**0.00**	**17,836.00**	**0.00**	**0.00**
Total 46 - PARK MAINTENANCE	**2,122,087.50**	**2,267,492.49**	**2,681,700.00**	**2,711,600.00**

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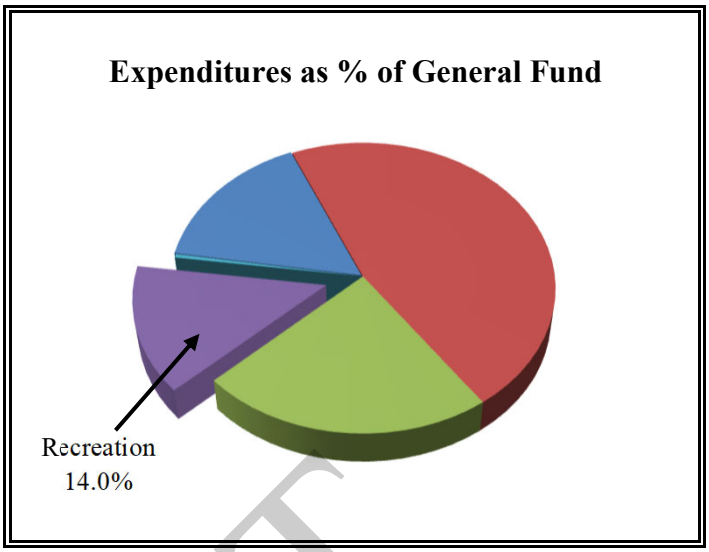
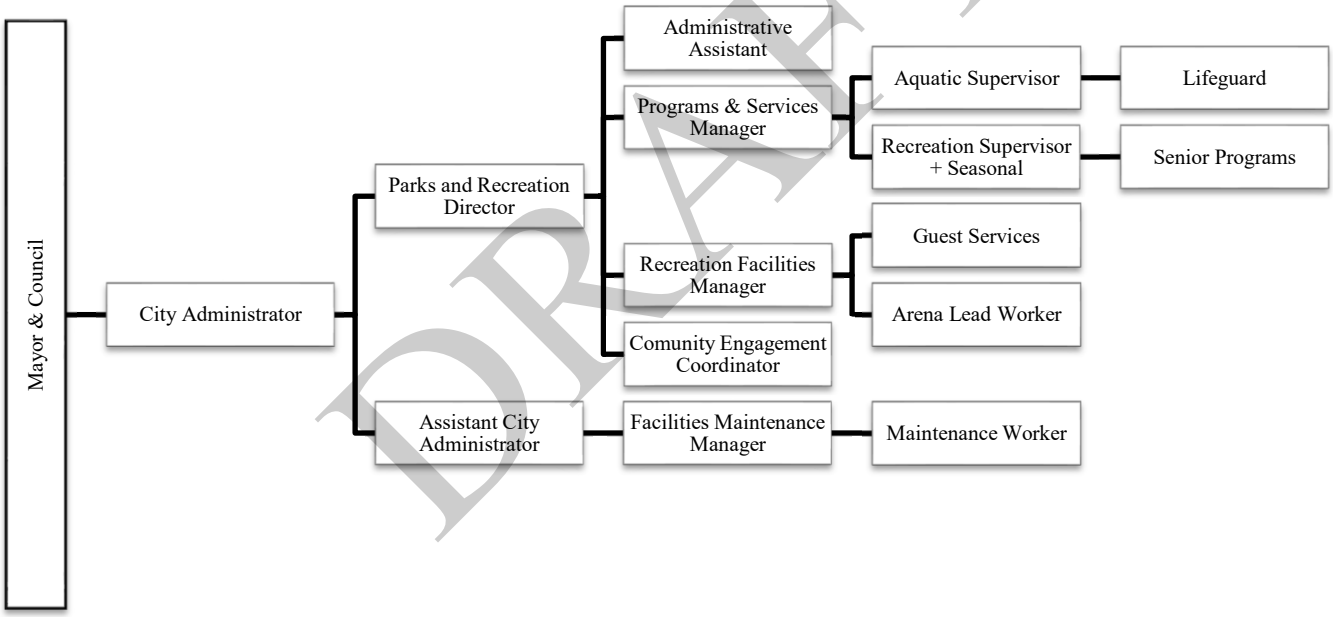
Recreation

Divisions:

The main division under Recreation consist of the following:

- Recreation





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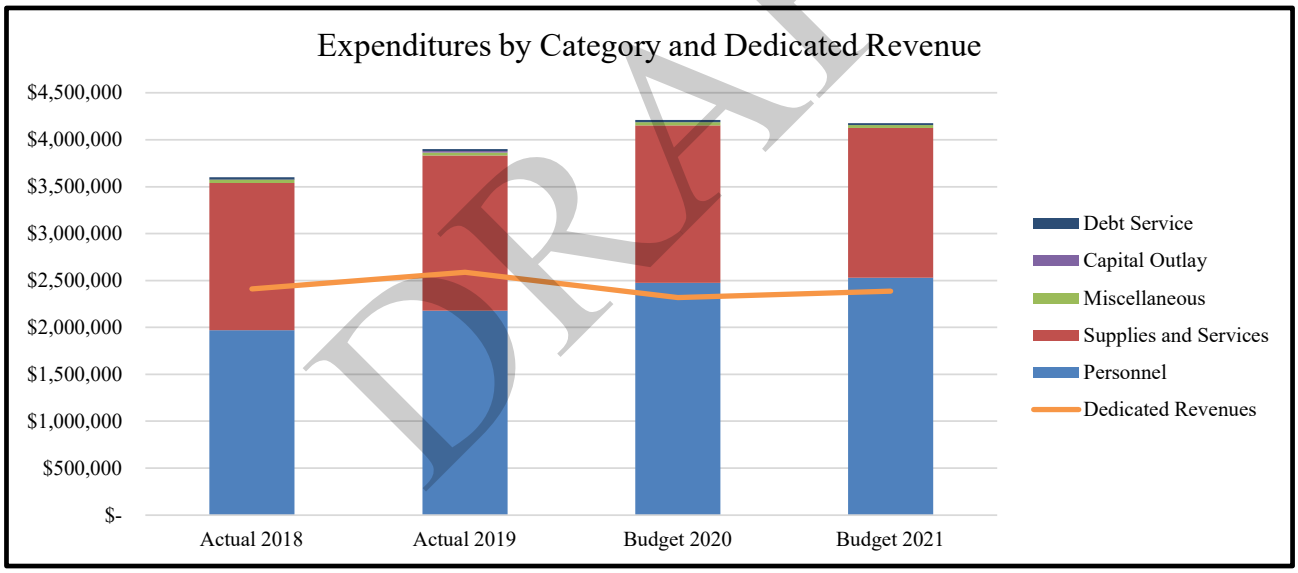
Division: **Recreation**
Category: Recreation

Description of Services:

Recreation provides resources for the administration of comprehensive leisure services, recreation facilities, and recreational programming. 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, Outdoor Aquatic Park, and Youth Building; and collaborating with other departments for parks/trail maintenance, park land acquisition, and parks/trail development.

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 1,971,759	$ 2,179,548	$ 2,475,600	$ 2,528,200
Supplies and Services	1,566,234	1,652,546	1,678,000	1,599,100
Miscellaneous	38,451	31,382	34,700	29,000
Capital Outlay	2,095	16,344	-	-
Debt Service	22,140	22,140	22,100	22,100
Totals	$ 3,600,679	$ 3,901,960	$ 4,210,400	$ 4,178,400
Dedicated Revenues	$ 2,411,436	$ 2,586,681	$ 2,319,300	$ 2,386,400



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
# of Members	5,114	5,304	4,600	5,000
# of Memberships	2,105	1,891	1,900	2,000
Community Center Headcount (Door)	179,970	381,537	128,223	200,000
Program Participation	15,316	16,088	2,100	5,000
SandVenture Membership	148	128	0	130
SandVenture Admissions	19,512	20,067	0	20,200
Ice Rental Hours	3,249	3,308	3,165	3,766
Ice Arena Headcount (Door)	108,204	209,770	150,000	190,000

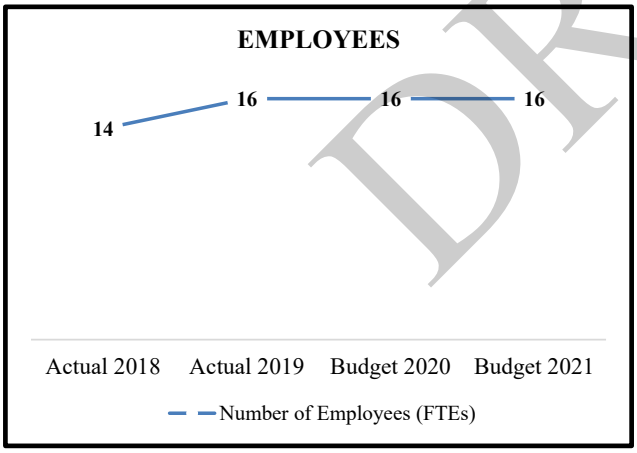
Budget Impact:

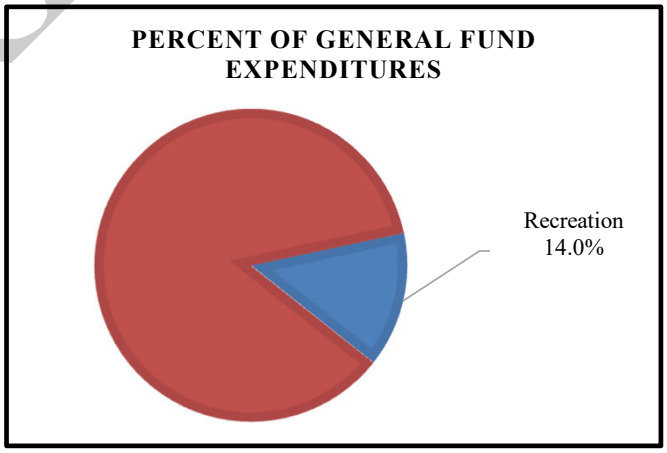
Shakopee's parks, trails, and recreation facilities improve the local tax base and increase property values. National studies cite quality parks and recreation as key factors that businesses and prospective homeowners consider when making relocation decisions. Consequently, Shakopee's parks, trails, 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.

Repercussions of COVID-19 have had devastating impact on services, programs, and events that Shakopee Parks and Recreation could offer in 2020, dramatically reducing those of those willing and able to participate. Yet, the department continues to leverage creative collaborative partnerships, innovative solutions, and emerging technologies to deliver an expanding menu of safe recreational opportunities to improve the quality of life for Shakopee citizens amid this pandemic.

Growth trends in our key measures were disrupted by the COVID-19 closures, cancellations, and modifications. Ice arena rentals rebounded despite capacity restrictions, which translated to increased revenues in historically low-peak windows. While new Community Center memberships are beginning to close the gap left by COVID-19 membership cancellations. Parks and Recreation Staff constantly strive to ensure that customers have a safe and positive experience every time they step into a facility, participate in a program, or attend an event in a Shakopee park or virtually. Certain 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 remains a constant challenge because it is the key to offering quality customer service and is critical to maintaining quality programs and facilities.

In the year ahead, Shakopee has the opportunity to consider building on it's strong reputation in the field of parks and recreation by implementing proposed upgrades to SandVenture along with the development of other parks and trails in the community. Private/public partnerships and sponsorships are critical if these citizen requests are to come to fruition, continuing to build on Shakopee's strong sense of service and public pride in our community.





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2021 Annual Budget
Division: 67- RECREATION

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
67 - RECREATION				
6002 - WAGES	829,583.18	960,353.92	1,064,500.00	1,137,800.00
6005 - OVERTIME-FT	4,079.09	3,050.10	1,800.00	1,800.00
6015 - WAGES - PART TIME/TEMP	740,725.62	755,837.85	870,400.00	859,300.00
6017 - OVERTIME-PART TIME/TEMP	16,600.03	19,964.89	13,300.00	13,300.00
WAGES	**1,590,987.92**	**1,739,206.76**	**1,950,000.00**	**2,012,200.00**
6122 - PERA	88,408.07	100,893.23	87,900.00	94,300.00
6124 - FICA	120,588.07	132,001.29	150,200.00	124,900.00
6135 - HEALTH	115,362.91	161,539.24	188,300.00	183,000.00
6139 - POST EMPLOYMENT HEALTH PLAN	5,377.68	6,100.31	6,700.00	6,700.00
6140 - LIFE/LTD	2,359.22	2,775.17	3,200.00	3,400.00
6145 - DENTAL	5,586.00	6,855.50	8,100.00	8,600.00
6160 - UNEMPLOYMENT	455.27	0.00	0.00	0.00
6170 - WORKERS COMPENSATION	41,152.48	48,830.20	62,000.00	74,600.00
6180 - COMPENSATED ABSENCES	(1,442.35)	(21,838.30)	19,200.00	20,500.00
6186 - PENSION EXPENSE	2,924.00	3,185.00	0.00	0.00
BENEFITS	**380,771.35**	**440,341.64**	**525,600.00**	**516,000.00**
WAGES & BENEFITS	**1,971,759.27**	**2,179,548.40**	**2,475,600.00**	**2,528,200.00**
6202 - OPERATING SUPPLIES	108,412.42	142,137.73	121,800.00	123,800.00
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	4,935.63	3,865.99	3,000.00	3,000.00
6212 - UNIFORMS/CLOTHING	12,604.47	9,692.80	7,700.00	7,700.00
6213 - FOOD	653.53	701.49	1,200.00	700.00
6215 - MATERIALS	56.24	0.00	0.00	0.00
6222 - MOTOR FUELS & LUBRICANTS	1,430.62	1,829.62	1,600.00	1,600.00
6230 - BUILDING MAINT SUPPLIES	35,263.62	41,093.46	42,500.00	42,500.00
6240 - EQUIPMENT MAINT SUPPLIES	9,832.86	13,332.33	9,100.00	9,300.00
6250 - MERCHANDISE	17,240.37	15,338.11	15,000.00	15,000.00
6310 - ATTORNEY	1,395.00	2,905.00	500.00	1,500.00
6314 - COMPUTER SERVICES	0.00	0.00	0.00	0.00
6315 - BUILDING MAINT.	82,474.42	75,132.28	69,000.00	69,000.00
6316 - EQUIPMENT MAINTENANCE	2,691.00	9,041.31	4,700.00	4,400.00
6318 - FILING FEES	0.00	35.00	0.00	0.00
6326 - CLEANING SERVICES	96,219.00	87,398.00	67,000.00	0.00
6327 - OTHER PROF SERVICES	76,092.17	86,520.75	72,400.00	72,400.00
6332 - POSTAGE	4,990.09	5,689.69	6,300.00	6,300.00
6334 - TELEPHONE	12,501.20	14,995.06	13,000.00	13,400.00
6336 - PRINTING/PUBLISHING	32,064.88	35,372.39	29,600.00	18,000.00
6338 - ADVERTISING	1,627.95	4,885.00	18,000.00	4,000.00
6339 - COMPUTER ACCESS	2,932.26	2,233.90	2,500.00	2,500.00
6351 - INSURANCE PREMIUM (IS FUND)	46,900.00	48,600.00	48,000.00	49,400.00
6352 - LIABILITY	0.00	355.00	0.00	0.00
6360 - UTILITY SERVICE	3,422.64	2,839.31	3,200.00	3,200.00
6362 - ELECTRIC	366,926.96	369,103.46	372,000.00	372,000.00
6364 - WATER	20,383.05	17,787.70	19,600.00	19,600.00
6365 - GAS	94,729.77	90,208.31	98,300.00	98,300.00
6366 - SEWER	10,559.24	11,652.54	12,000.00	11,950.00
6367 - REFUSE	0.00	10.48	0.00	0.00
6368 - STORM	12,245.64	12,277.05	12,200.00	12,200.00
6410 - SOFTWARE - ANNUAL FEES	18,761.62	16,769.93	18,700.00	18,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	33,699.96	35,300.04	98,000.00	94,700.00
6420 - EQUIPMENT RENT	41,831.04	42,275.60	42,200.00	42,200.00
6425 - EQUIPMENT RENT (IS FUND)	37,000.00	33,700.08	28,800.00	36,000.00
6430 - BUILDING RENT (IS FUND)	353,900.04	398,800.08	407,100.00	407,700.00
6435 - OTHER RENT	659.31	1,495.23	500.00	500.00
6472 - CONFERENCE/SCHOOL/TRAINING	9,857.70	8,167.00	19,500.00	21,000.00
6475 - TRAVEL/SUBSISTENCE	2,898.72	5,026.02	9,100.00	9,800.00
6480 - DUES	8,670.51	5,978.09	3,900.00	7,450.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	369.72	0.00	0.00	0.00
SUPPLIES AND SERVICES	**1,566,233.65**	**1,652,545.83**	**1,678,000.00**	**1,599,100.00**
6610 - AWARDS & DAMAGES	6,000.00	0.00	0.00	0.00
6650 - CREDIT CARD FEES	30,445.35	28,872.38	32,200.00	26,500.00
6660 - BANK FEES- NSF FEE	(44.19)	(206.64)	0.00	0.00
6661 - CASH SHORT	143.25	(136.80)	0.00	0.00
6670 - RECREATION SCHOLARSHIPS	1,907.00	2,853.00	2,500.00	2,500.00
MISCELLANEOUS EXPENSE	**38,451.41**	**31,381.94**	**34,700.00**	**29,000.00**
6730 - BUILDINGS	0.00	0.00	0.00	0.00
6740 - EQUIPMENT	2,095.35	16,343.58	0.00	0.00
CAPITAL OUTLAY	**2,095.35**	**16,343.58**	**0.00**	**0.00**
6830 - CAPITAL LEASE PAYMENT	18,787.67	19,926.77	21,100.00	21,100.00
6890 - DEBT SERVICE - OTHER CHARGES	3,352.33	2,213.23	1,000.00	1,000.00
DEBT SERVICE	**22,140.00**	**22,140.00**	**22,100.00**	**22,100.00**
Total 67 - RECREATION	**3,600,679.68**	**3,901,959.75**	**4,210,400.00**	**4,178,400.00**

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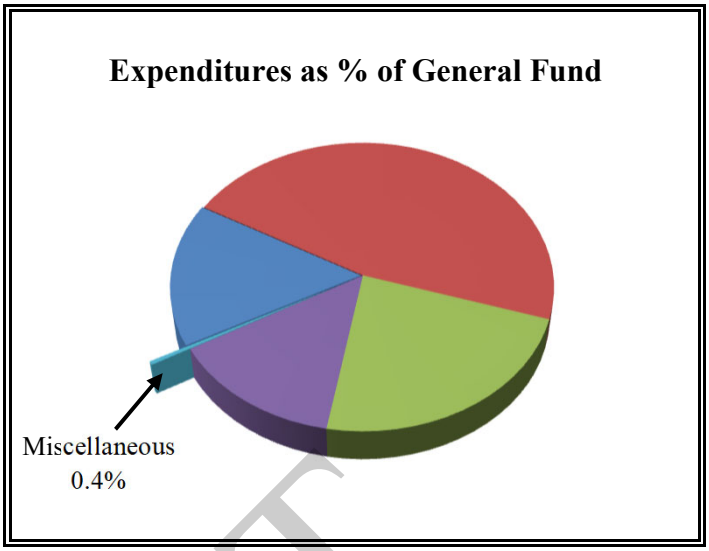
Miscellaneous

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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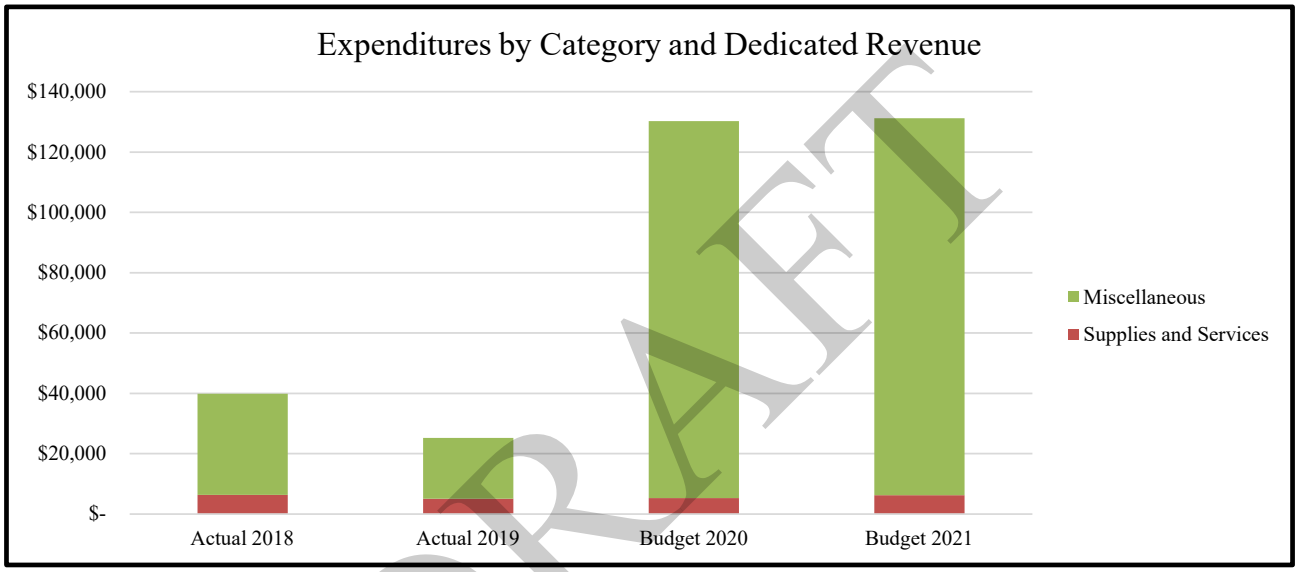
Division: **Unallocated**
Category: Miscellaneous

Description of Services:

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

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Supplies and Services	6,370	5,100	5,300	6,200
Miscellaneous	33,454	20,151	125,000	125,000
Totals	$ 39,824	$ 25,251	$ 130,300	$ 131,200



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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.

2021 Annual Budget
Division: 91- UNALLOCATED

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
91 - UNALLOCATED				
WAGES	**0.00**	**0.00**	**0.00**	**0.00**
BENEFITS	**0.00**	**0.00**	**0.00**	**0.00**
WAGES & BENEFITS	**0.00**	**0.00**	**0.00**	**0.00**
6202 - OPERATING SUPPLIES	0.00	0.00	0.00	0.00
6210 - OFFICE SUPPLIES	0.00	0.00	0.00	0.00
6351 - INSURANCE PREMIUM (IS FUND)	6,370.00	5,100.00	5,300.00	6,200.00
6420 - EQUIPMENT RENT	0.00	0.00	0.00	0.00
SUPPLIES AND SERVICES	**6,370.00**	**5,100.00**	**5,300.00**	**6,200.00**
6640 - DESIGNATED MISCELLANEOUS	33,453.69	20,150.92	50,000.00	50,000.00
6681 - CONTINGENCY	0.00	0.00	75,000.00	75,000.00
MISCELLANEOUS EXPENSE	**33,453.69**	**20,150.92**	**125,000.00**	**125,000.00**
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**0.00**
Total 91 - UNALLOCATED	**39,823.69**	**25,250.92**	**130,300.00**	**131,200.00**

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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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2021 Annual Budget
SPECIAL REVENUE FUND SUMMARY

	SHAKOPEE GOVERNMENT TELEVISION	LODGING TAX	ECONOMIC DEVELOPMENT AUTHORITY	Total
TAXES	0.00	190,000.00	350,000.00	540,000.00
LICENSES AND PERMITS	28,800.00	0.00	0.00	28,800.00
CHARGES FOR SERVICES	0.00	0.00	12,000.00	12,000.00
MISCELLANEOUS	500.00	0.00	350,000.00	350,500.00
TOTAL REVENUES	**29,300.00**	**190,000.00**	**712,000.00**	**931,300.00**
GENERAL GOVERNMENT	(2,000.00)	(190,000.00)	0.00	(192,000.00)
ECONOMIC DEVELOPMENT	0.00	0.00	(393,875.00)	(393,875.00)
CAPITAL OUTLAY	(33,000.00)	0.00	0.00	(33,000.00)
TOTAL EXPENDITURES	**(35,000.00)**	**(190,000.00)**	**(393,875.00)**	**(618,875.00)**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**(5,700.00)**	**0.00**	**318,125.00**	**312,425.00**
FUND BALANCE, JANUARY 1	**127,884.00**	**0.00**	**850,000.00**	**977,884.00**
FUND BALANCE, DECEMBER 31	**122,184.00**	**0.00**	**1,168,125.00**	**1,290,309.00**

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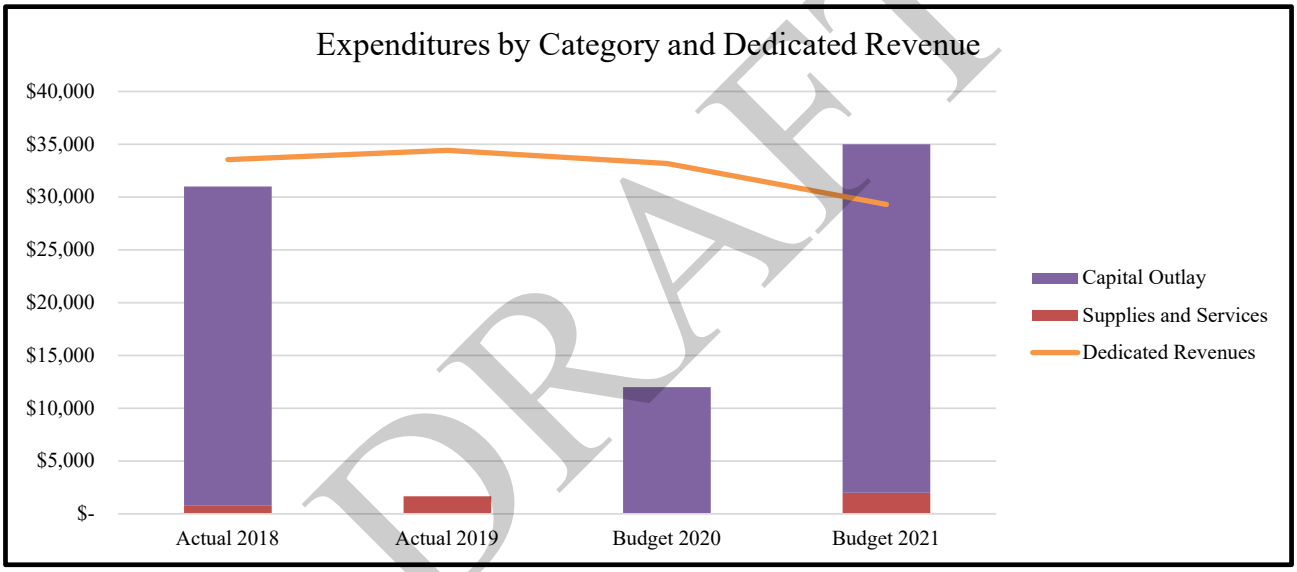
Fund: **Shakopee Government Television**

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 cable subscribers in the city as part of their basic cable packages.

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Supplies and Services	805	1,650	-	2,000
Capital Outlay	30,197	-	12,000	33,000
Totals	$ 31,002	$ 1,650	$ 12,000	$ 35,000
Dedicated Revenues	$ 33,561	$ 34,425	$ 33,200	$ 29,300



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Shakopee Government TV Meetings Broadcasts	122	157	95	95
Video Productions	9	43	40	45

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 2021, the city plans to upgrade its video production switcher, which is a key component of broadcasting from the council chambers. This is a significant investment.

2021 Annual Budget
Company: 02150- SHAKOPEE GOVERNMENT TELEVISION

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
02150 - SHAKOPEE GOVERNMENT TELEVISION				
REVENUES:				
4205 - CABLE PEG FEES	(32,476.42)	(31,102.78)	(32,000.00)	(28,800.00)
LICENSES AND PERMITS	**(32,476.42)**	**(31,102.78)**	**(32,000.00)**	**(28,800.00)**
CHARGES FOR SERVICES	**0.00**	**0.00**	**0.00**	**0.00**
4833 - INTEREST	(1,158.93)	(1,780.41)	(1,200.00)	(500.00)
4834 - CHANGE IN FAIR MARKET VALUE	74.26	(1,541.47)	0.00	0.00
MISCELLANEOUS	**(1,084.67)**	**(3,321.88)**	**(1,200.00)**	**(500.00)**
REVENUES	**(33,561.09)**	**(34,424.66)**	**(33,200.00)**	**(29,300.00)**
EXPENDITURES:				
6204 - FURNISHINGS (NOT CAPITALIZED)	805.00	1,650.48	0.00	2,000.00
SUPPLIES AND SERVICES	**805.00**	**1,650.48**	**0.00**	**2,000.00**
6740 - EQUIPMENT	30,196.78	0.00	12,000.00	33,000.00
CAPITAL OUTLAY	**30,196.78**	**0.00**	**12,000.00**	**33,000.00**
EXPENDITURES	**31,001.78**	**1,650.48**	**12,000.00**	**35,000.00**
OTHER FINANCING:				
TRANSERS OUT	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**0.00**
Total 02150 - SHAKOPEE GOVERNMENT TELEVIS	**(2,559.31)**	**(32,774.18)**	**(21,200.00)**	**5,700.00**

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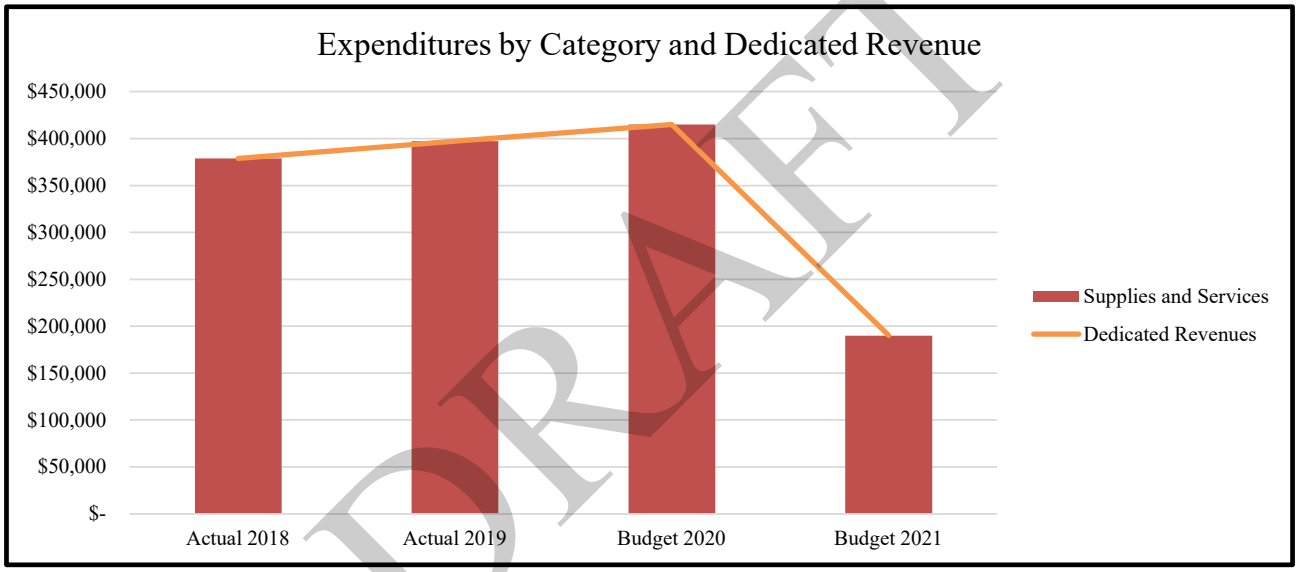
Fund: **Lodging Tax**

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 2018	Actual 2019	Budget 2020	Budget 2021
Supplies and Services	378,950	397,273	415,000	190,000
Totals	$ 378,950	$ 397,273	$ 415,000	$ 190,000
Dedicated Revenues	$ 378,950	$ 397,272	$ 415,000	$ 190,000



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Hotels	10	11	12	12

Budget Impact:

A new hotel was added during fourth quarter of 2019. In the first quarter of 2020 another new hotel was 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.

Lodging tax was hit hard with the coronavirus pandemic resulting in a decrease in revenues of about half. We continued this decreased revenue and expenditures for 2021 as we are not sure when the lodging will be back to previous levels.

2021 Annual Budget
Company: 02180- LODGING TAX

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
02180 - LODGING TAX				
REVENUES:				
4050 - LODGING TAX	(378,949.80)	(397,272.49)	(415,000.00)	(190,000.00)
TAXES	**(378,949.80)**	**(397,272.49)**	**(415,000.00)**	**(190,000.00)**
REVENUES	**(378,949.80)**	**(397,272.49)**	**(415,000.00)**	**(190,000.00)**
EXPENDITURES:				
6318 - FILING FEES	18,947.48	19,863.62	20,750.00	9,500.00
6320 - LODGING TAX	360,002.32	377,408.88	394,250.00	180,500.00
SUPPLIES AND SERVICES	**378,949.80**	**397,272.50**	**415,000.00**	**190,000.00**
EXPENDITURES	**378,949.80**	**397,272.50**	**415,000.00**	**190,000.00**
OTHER FINANCING:				
Total 02180 - LODGING TAX	**0.00**	**0.01**	**0.00**	**0.00**

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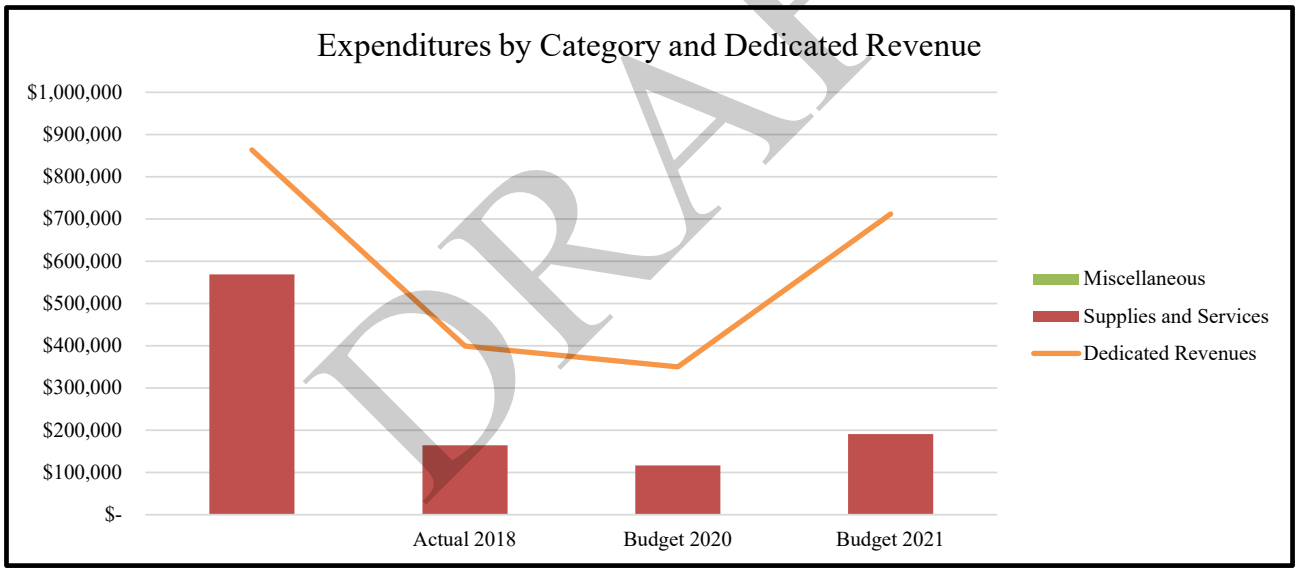
Fund: **Economic Development Authority**

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 147,677	$ 165,823	$ 197,800	$ 178,100
Supplies and Services	569,107	164,243	116,485	190,775
Miscellaneous	650,232	26,590	50,000	25,000
Capital Outlay	48,926	(13,220)	-	-
Totals	$ 1,415,942	$ 343,436	$ 364,285	$ 393,875
Dedicated Revenues	$ 863,571	$ 399,519	$ 350,000	$ 712,000



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Employees (FTEs)	1.3	1.5	1.5	1.5
Overall Improvement Value of Façade Loans	236,900	76,500	140,700	TBD
Façade Loans Granted	115,000	28,650	50,000	TBD
# of Façade Loans	3	1	1	TBD
Grants Received for Economic Development	400,000	0	29,000	TBD

Budget Impact:

Several major redevelopment projects are underway including Canterbury Park, a $400 million mixed use development. The first phase of Triple Crown Apartments opened in June 2020 and the second phase is anticipated to begin construction in 2021. The Southwest Development was approved that includes a new headquarters for Greystone Construction. Pulte Homes has also submitted to develop a luxury townhome development at Canterbury that will begin construction in 2021.

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 March 2021.

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 fall of 2020 and to be completed in early 2022.

The city received a grant to complete a feasibility study for a regional Innovation Center. Plans and the study were submitted to the federal EDA for funding consideration. The project would be a partnership with the Scott County CDA and Minnesota State University.

The 69 and Vierling development is nearing completion. The first phase of the residential treatment facility opened in 2019 and Doggie Doos opened in January 2020. The largest parcel was sold to Cabot/OPUS in the fall of 2020 and will be the new world headquarters and manufacturing facility for Cherne. 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 with Minnesota State University - Mankato to also explore including a post-secondary option as part of the Innovation Center.

The EDA also executed a Tax Abatement Agreement with KEB Industries for a major expansion. KEB's North American headquarters is in Shakopee and the $7 million in new investment will allow the company to almost double its existing space and hire new employees. The company's average wage is over $25/hour.

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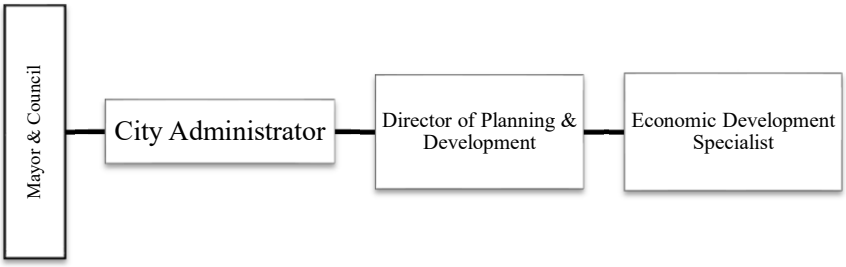
Organization Chart:



2021 Annual Budget
Company: 02190- ECONOMIC DEVELOPMENT AUTHORITY

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
02190 - ECONOMIC DEVELOPMENT AUTHORITY				
REVENUES:				
4011 - CURRENT PROPERTY TAX	(348,036.12)	(300,929.94)	(350,000.00)	(350,000.00)
4013 - MARKET VALUE CREDIT	(39.68)	(32.68)	0.00	0.00
4015 - FISCAL DISPARITIES	1,040.42	(43,495.50)	0.00	0.00
4020 - MOBIL HOME TAX	(5.40)	(4.46)	0.00	0.00
4025 - PAYMENT IN LIEU OF TAXES	(685.00)	(566.68)	0.00	0.00
4040 - AGGREGATE TAX	(0.14)	(0.12)	0.00	0.00
TAXES	**(347,725.92)**	**(345,029.38)**	**(350,000.00)**	**(350,000.00)**
LICENSES AND PERMITS	**0.00**	**0.00**	**0.00**	**0.00**
4450 - STATE GRANTS & AIDS	(400,000.00)	0.00	0.00	0.00
4490 - OTHER LOCAL GRANTS/AIDS	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	**(400,000.00)**	**0.00**	**0.00**	**0.00**
4512 - DEVELOPMENT REIMBURSEMENT	(7,632.88)	0.00	0.00	0.00
4588 - BUSINESS SUBSIDY APP FEE	(48,000.00)	(12,000.00)	0.00	(12,000.00)
CHARGES FOR SERVICES	**(55,632.88)**	**(12,000.00)**	**0.00**	**(12,000.00)**
4833 - INTEREST	(953.05)	4,456.33	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	(8,484.13)	2,790.99	0.00	0.00
4840 - RENTS	(36,749.35)	(49,736.52)	0.00	0.00
4850 - MISCELLANEOUS	(14,026.00)	0.00	0.00	0.00
4855 - SALE OF ASSETS	0.00	0.00	0.00	(350,000.00)
MISCELLANEOUS	**(60,212.53)**	**(42,489.20)**	**0.00**	**(350,000.00)**
REVENUES	**(863,571.33)**	**(399,518.58)**	**(350,000.00)**	**(712,000.00)**
EXPENDITURES:				
6002 - WAGES	117,029.91	127,795.15	157,700.00	141,800.00
WAGES	**117,029.91**	**127,795.15**	**157,700.00**	**141,800.00**
6122 - PERA	8,792.58	10,435.41	11,800.00	10,600.00
6124 - FICA	8,626.89	10,053.72	12,100.00	8,800.00
6135 - HEALTH	11,120.35	14,766.64	13,000.00	13,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	486.02	602.26	400.00	400.00
6140 - LIFE/LTD	300.16	379.30	300.00	300.00
6145 - DENTAL	548.68	705.83	500.00	500.00
6170 - WORKERS COMPENSATION	772.68	741.33	500.00	600.00
6180 - COMPENSATED ABSENCES	0.00	343.05	1,500.00	1,600.00
BENEFITS	**30,647.36**	**38,027.54**	**40,100.00**	**36,300.00**
WAGES & BENEFITS	**147,677.27**	**165,822.69**	**197,800.00**	**178,100.00**
6202 - OPERATING SUPPLIES	0.00	0.00	500.00	0.00
6210 - OFFICE SUPPLIES	125.51	113.03	500.00	250.00
6213 - FOOD	0.00	109.32	0.00	300.00
6310 - ATTORNEY	59,292.92	9,730.98	12,000.00	20,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	85,236.47	0.00	25,000.00	20,000.00
6315 - BUILDING MAINT.	(9,367.79)	230.00	0.00	0.00

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2021 Annual Budget
Company: 02190- ECONOMIC DEVELOPMENT AUTHORITY

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
6318 - FILING FEES	184.00	0.00	200.00	0.00
6327 - OTHER PROF SERVICES	426,398.94	144,995.93	60,000.00	125,000.00
6332 - POSTAGE	62.90	37.70	100.00	100.00
6334 - TELEPHONE	23.52	19.07	100.00	25.00
6336 - PRINTING/PUBLISHING	76.80	59.31	500.00	200.00
6351 - INSURANCE PREMIUM (IS FUND)	2,930.00	3,200.00	3,200.00	10,700.00
6362 - ELECTRIC	115.54	0.00	100.00	125.00
6364 - WATER	42.90	0.00	50.00	0.00
6365 - GAS	121.13	94.01	100.00	0.00
6366 - SEWER	30.25	0.00	30.00	0.00
6368 - STORM	28.27	0.00	30.00	0.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	2,400.00	2,499.96	3,700.00	3,700.00
6420 - EQUIPMENT RENT	0.18	3.01	0.00	0.00
6430 - BUILDING RENT (IS FUND)	0.00	0.00	6,000.00	6,000.00
6472 - CONFERENCE/SCHOOL/TRAINING	355.00	368.48	1,500.00	1,500.00
6475 - TRAVEL/SUBSISTENCE	0.00	1,278.60	1,500.00	1,500.00
6480 - DUES	1,050.00	1,389.00	1,250.00	1,250.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	0.00	115.00	125.00	125.00
SUPPLIES AND SERVICES	**569,106.54**	**164,243.40**	**116,485.00**	**190,775.00**
6610 - AWARDS & DAMAGES	400,000.00	0.00	0.00	0.00
6616 - PAYMENT OF SAC	186,480.00	0.00	0.00	0.00
6620 - PROPERTY TAX/SPECIAL ASSESS	13,751.85	14,090.32	0.00	0.00
6640 - DESIGNATED MISCELLANEOUS	50,000.00	12,500.00	50,000.00	25,000.00
MISCELLANEOUS EXPENSE	**650,231.85**	**26,590.32**	**50,000.00**	**25,000.00**
6710 - LAND	40,309.50	52.65	0.00	0.00
6760 - IMPROVEMENTS	8,616.23	(13,272.31)	0.00	0.00
CAPITAL OUTLAY	**48,925.73**	**(13,219.66)**	**0.00**	**0.00**
EXPENDITURES	**1,415,941.39**	**343,436.75**	**364,285.00**	**393,875.00**
OTHER FINANCING:				
TRANSFERS IN	(186,480.00)	(510,293.83)	0.00	0.00
TRANSERS OUT	812,169.95	0.00	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	0.00	0.00	0.00	0.00
OTHER FINANCING	**625,689.95**	**(510,293.83)**	**0.00**	**0.00**
Total 02190 - ECONOMIC DEVELOPMENT AUTHO	**1,178,060.01**	**(566,375.66)**	**14,285.00**	**(318,125.00)**

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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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2021 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	2020A GO TAX INCREMENT REV BON	TOTAL DEBT SERVICE
TAXES	0.00	0.00	2,188,600.00	0.00	0.00	2,188,600.00
SPECIAL ASSESSMENTS	0.00	166,500.00	0.00	0.00	0.00	166,500.00
TOTAL REVENUES	**0.00**	**166,500.00**	**2,188,600.00**	**0.00**	**0.00**	**2,355,100.00**
DEBT SERVICE	(93,110.00)	(509,150.00)	(2,101,500.00)	(136,500.00)	(246,000.00)	(3,086,260.00)
TOTAL EXPENDITURES	**(93,110.00)**	**(509,150.00)**	**(2,101,500.00)**	**(136,500.00)**	**(246,000.00)**	**(3,086,260.00)**
TRANSFERS IN	0.00	300,000.00	0.00	358,300.00	120,100.00	778,400.00
TOTAL OTHER FINANCING	**0.00**	**300,000.00**	**0.00**	**358,300.00**	**120,100.00**	**778,400.00**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**(93,110.00)**	**(42,650.00)**	**87,100.00**	**221,800.00**	**(125,900.00)**	**47,240.00**
FUND BALANCE, JANUARY 1	**98,934.00**	**1,618,385.00**	**1,129,589.00**	**67,731.00**	**359,893.00**	**3,274,532.00**
FUND BALANCE, DECEMBER 31	**5,824.00**	**1,575,735.00**	**1,216,689.00**	**289,531.00**	**233,993.00**	**3,321,772.00**

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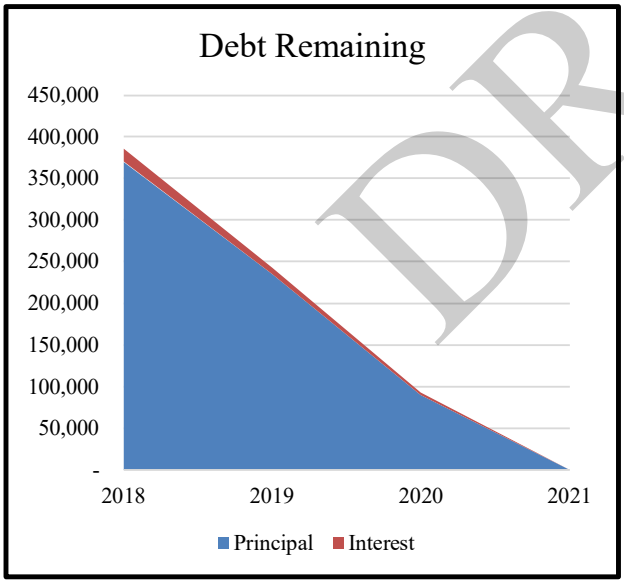
Fund: **G.O. Improvement Bonds Series 2010A**
Issuance: $ 1,555,000
Maturity: February 1, 2021

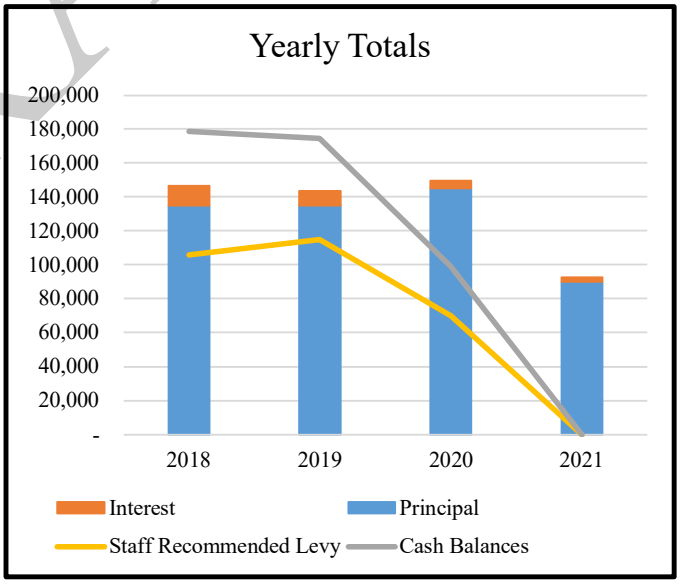
Establishment:

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 2018	Actual 2019	Projected 2020	Projected 2021
Principal Remaining	$ 370,000	$ 235,000	$ 90,000	$ -
Interest Remaining	$ 15,825	$ 7,323	$ 2,610	$ -
Debt Levy	$ 105,940	$ 114,951	$ 69,941	$ -
Cash Balances	$ 178,852	$ 174,438	$ 98,934	$ -





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2021 Annual Budget
Company: 03042- 2010A GO IMP BONDS

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
03042 - 2010A GO IMP BONDS				
REVENUES:				
4011 - CURRENT PROPERTY TAX	(105,940.00)	(115,000.00)	(69,900.00)	0.00
TAXES	**(105,940.00)**	**(115,000.00)**	**(69,900.00)**	**0.00**
4110 - SPECIAL ASSESSMENT PRINCIPAL	(18,412.03)	(17,824.30)	(8,400.00)	0.00
4111 - SPEC ASSESSMENT INTEREST	(2,293.18)	(1,313.84)	(1,000.00)	0.00
4112 - SA PENALTIES & INTEREST	(6.76)	(4.85)	0.00	0.00
4120 - SA PREPAY	(1,175.50)	(440.81)	0.00	0.00
SPECIAL ASSESSMENT	**(21,887.47)**	**(19,583.80)**	**(9,400.00)**	**0.00**
4833 - INTEREST	(1,556.35)	(1,753.10)	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	59.36	(3,066.82)	0.00	0.00
MISCELLANEOUS	**(1,496.99)**	**(4,819.92)**	**0.00**	**0.00**
REVENUES	**(129,324.46)**	**(139,403.72)**	**(79,300.00)**	**0.00**
EXPENDITURES:				
6810 - DEBT SERVICE PRINCIPAL	135,000.00	135,000.00	145,000.00	90,000.00
6850 - DEBT SERVICE INTEREST	11,742.50	8,502.50	6,815.00	2,610.00
6860 - FISCAL AGENT FEES	960.83	500.00	500.00	500.00
6890 - DEBT SERVICE - OTHER CHARGES	0.00	0.00	0.00	0.00
DEBT SERVICE	**147,703.33**	**144,002.50**	**152,315.00**	**93,110.00**
EXPENDITURES	**147,703.33**	**144,002.50**	**152,315.00**	**93,110.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**0.00**
Total 03042 - 2010A GO IMP BONDS	**18,378.87**	**4,598.78**	**73,015.00**	**93,110.00**

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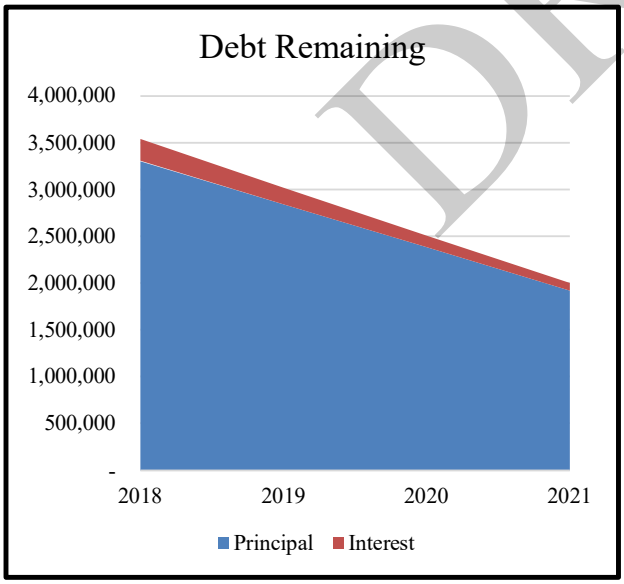
Fund: **G.O. Improvement Refunding Bonds, Series 2012A**
Issuance: $ 4,865,000
Maturity: February 1, 2025

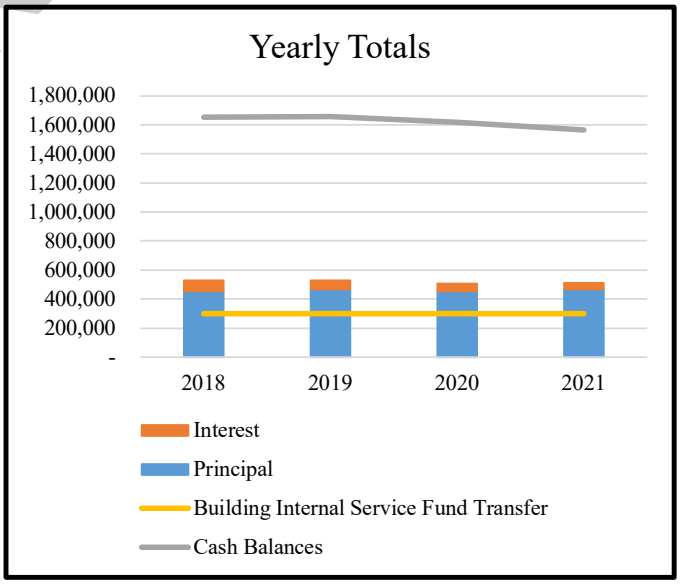
Establishment:

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 2018	Actual 2019	Projected 2020	Projected 2021
Principal Remaining	$ 3,305,000	$ 2,840,000	$ 2,385,000	$ 1,920,000
Interest Remaining	$ 237,450	$ 175,400	$ 122,550	$ 78,900
Debt Levy	$ 558,285	$ 538,020	$ 538,965	$ 544,950
Cancelled Debt Levy	$ 558,285	$ 538,020	$ 538,965	$ 544,950
Staff Recommended Levy	$ -	$ -	$ -	$ -
Building Internal Service Fund Transfer	$ 300,000	$ 300,000	$ 300,000	$ 300,000
Cash Balances	$ 1,651,826	$ 1,658,895	$ 1,618,385	$ 1,564,935





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2021 Annual Budget
Company: 03043- 2012A GO REFUNDING BOND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
03043 - 2012A GO REFUNDING BOND				
REVENUES:				
TAXES	**0.00**	**0.00**	**0.00**	**0.00**
4110 - SPECIAL ASSESSMENT PRINCIPAL	(131,870.31)	(133,166.05)	(132,100.00)	(130,800.00)
4111 - SPEC ASSESSMENT INTEREST	(46,502.57)	(40,079.26)	(39,700.00)	(35,700.00)
4112 - SA PENALTIES & INTEREST	(759.54)	(205.82)	0.00	0.00
4120 - SA PREPAY	(446.38)	(1,190.32)	0.00	0.00
SPECIAL ASSESSMENT	**(179,578.80)**	**(174,641.45)**	**(171,800.00)**	**(166,500.00)**
4833 - INTEREST	(21,910.08)	(29,580.09)	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	1,396.45	(28,831.36)	0.00	0.00
MISCELLANEOUS	**(20,513.63)**	**(58,411.45)**	**0.00**	**0.00**
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(200,092.43)**	**(233,052.90)**	**(171,800.00)**	**(166,500.00)**
EXPENDITURES:				
6810 - DEBT SERVICE PRINCIPAL	455,000.00	465,000.00	455,000.00	465,000.00
6850 - DEBT SERVICE INTEREST	71,250.00	62,050.00	52,850.00	43,650.00
6860 - FISCAL AGENT FEES	960.83	900.00	500.00	500.00
DEBT SERVICE	**527,210.83**	**527,950.00**	**508,350.00**	**509,150.00**
EXPENDITURES	**527,210.83**	**527,950.00**	**508,350.00**	**509,150.00**
OTHER FINANCING:				
TRANSFERS IN	(300,000.00)	(300,000.00)	(300,000.00)	(300,000.00)
OTHER FINANCING	**(300,000.00)**	**(300,000.00)**	**(300,000.00)**	**(300,000.00)**
Total 03043 - 2012A GO REFUNDING BOND	**27,118.40**	**(5,102.90)**	**36,550.00**	**42,650.00**

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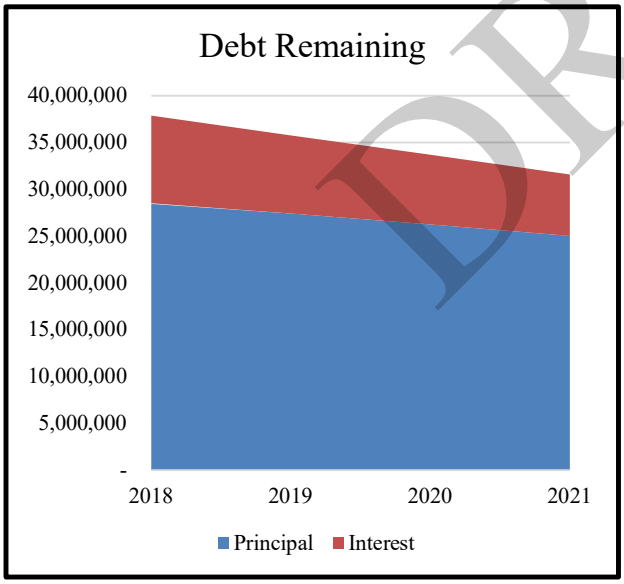
Fund: **G.O. Tax Abatement Bonds, Series 2016A**
Issuance: $ 29,500,000
Maturity: February 1, 2036

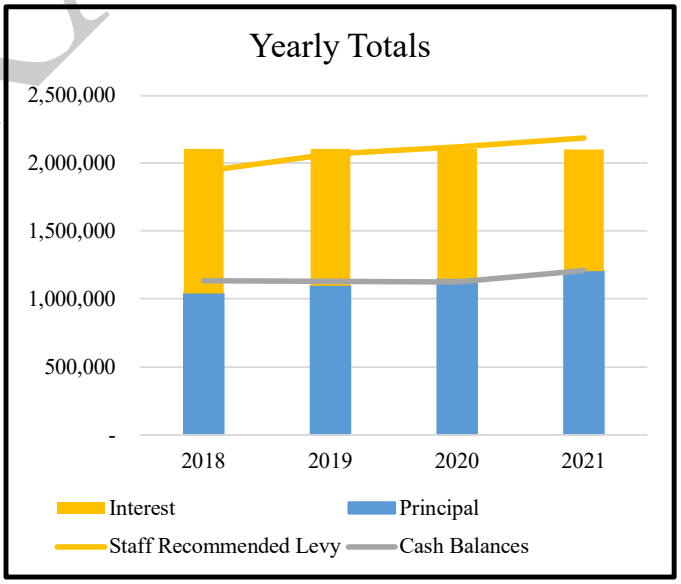
Establishment:

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 2018	Actual 2019	Projected 2020	Projected 2021
Principal Remaining	$ 28,460,000	$ 27,365,000	$ 26,215,000	$ 25,010,000
Interest Remaining	$ 9,389,288	$ 8,378,081	$ 7,423,000	$ 6,527,000
Debt Levy	$ 2,240,260	$ 2,240,523	$ 2,237,898	$ 2,237,635
Cancelled Debt Levy	$ 298,000	$ 171,923	$ 119,000	$ 49,000
Staff Recommended Levy	$ 1,942,260	$ 2,068,600	$ 2,118,898	$ 2,188,635
Cash Balances	$ 1,132,889	$ 1,131,106	$ 1,126,499	$ 1,213,599





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2021 Annual Budget
Company: 03044- 2016A GO TAX ABATEMENT BOND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
03044 - 2016A GO TAX ABATEMENT BOND				
REVENUES:				
4011 - CURRENT PROPERTY TAX	(1,942,260.00)	(2,068,600.00)	(2,118,000.00)	(2,188,600.00)
TAXES	**(1,942,260.00)**	**(2,068,600.00)**	**(2,118,000.00)**	**(2,188,600.00)**
4833 - INTEREST	(1,616.82)	(483.53)	0.00	0.00
4834 - CHANGE IN FAIR MARKET VALUE	163.23	(19,702.40)	0.00	0.00
MISCELLANEOUS	**(1,453.59)**	**(20,185.93)**	**0.00**	**0.00**
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(1,943,713.59)**	**(2,088,785.93)**	**(2,118,000.00)**	**(2,188,600.00)**
EXPENDITURES:				
6810 - DEBT SERVICE PRINCIPAL	1,040,000.00	1,095,000.00	1,150,000.00	1,205,000.00
6850 - DEBT SERVICE INTEREST	1,064,581.26	1,011,206.26	955,000.00	896,000.00
6860 - FISCAL AGENT FEES	910.83	650.00	500.00	500.00
DEBT SERVICE	**2,105,492.09**	**2,106,856.26**	**2,105,500.00**	**2,101,500.00**
EXPENDITURES	**2,105,492.09**	**2,106,856.26**	**2,105,500.00**	**2,101,500.00**
OTHER FINANCING:				
TRANSFERS IN	(7,575.77)	(14,994.84)	0.00	0.00
OTHER FINANCING	**(7,575.77)**	**(14,994.84)**	**0.00**	**0.00**
Total 03044 - 2016A GO TAX ABATEMENT BOND	**154,202.73**	**3,075.49**	**(12,500.00)**	**(87,100.00)**

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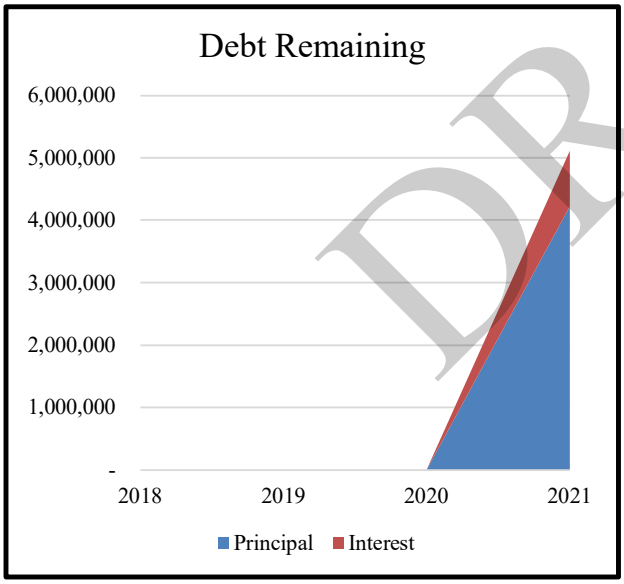
Fund: **G.O. Tax Increment Revenue Bonds, Series 2019A**
Issuance: $ 4,220,000
Maturity: February 1, 2036

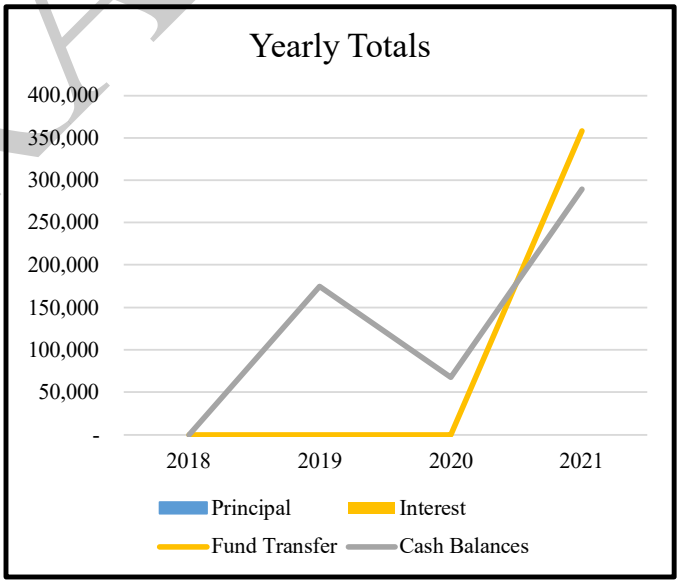
Establishment:

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 (Canterbury Commons).

Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Principal Remaining	$ -	$ -	$ -	$ 4,220,000
Interest Remaining	$ -	$ -	$ -	$ 891,800
Cash Balances	$ -	$ 174,596	$ 67,731	$ 289,531





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2021 Annual Budget
Company: 03045- 2019A GO TAX INCREMENT REV BON

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
03045 - 2019A GO TAX INCREMENT REV BON				
REVENUES:				
4961 - PROCEEDS OF LONG-TERM DEBT	0.00	(174,596.11)	0.00	0.00
PROCEEDS FROM DEBT ISSUED	**0.00**	**(174,596.11)**	**0.00**	**0.00**
REVENUES	**0.00**	**(174,596.11)**	**0.00**	**0.00**
EXPENDITURES:				
6850 - DEBT SERVICE INTEREST	0.00	0.00	106,865.00	135,500.00
6860 - FISCAL AGENT FEES	0.00	0.00	0.00	1,000.00
DEBT SERVICE	**0.00**	**0.00**	**106,865.00**	**136,500.00**
EXPENDITURES	**0.00**	**0.00**	**106,865.00**	**136,500.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	(358,300.00)
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**(358,300.00)**
Total 03045 - 2019A GO TAX INCREMENT REV BO	**0.00**	**(174,596.11)**	**106,865.00**	**(221,800.00)**

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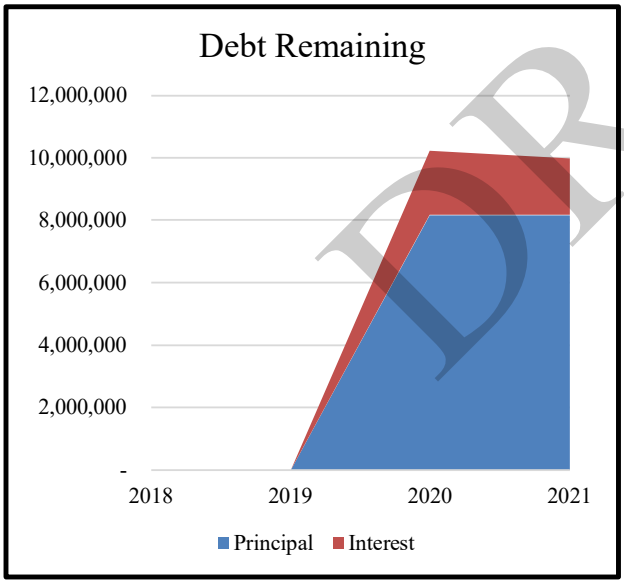
Fund: **G.O. Tax Increment Revenue Bonds, Series 2020A**
Issuance: $ 8,165,000
Maturity: February 1, 2037

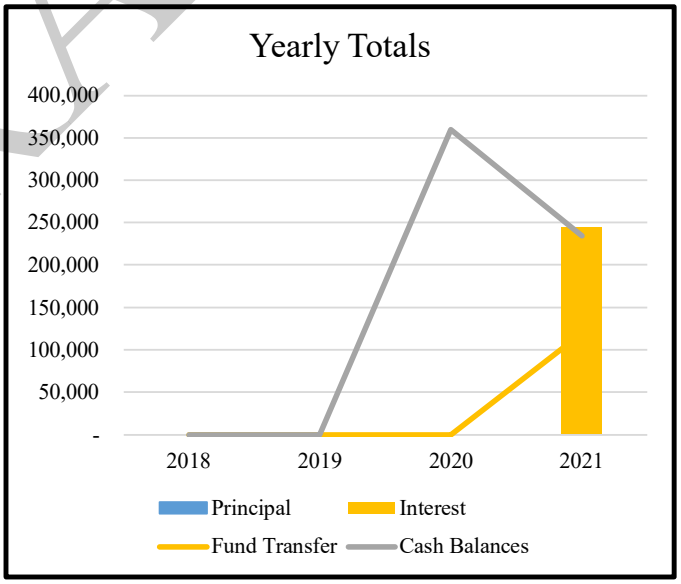
Establishment:

The bond was issued for $8,165,000 and matures on February 01, 2037. The bond was issued to fund the following construction projects: Unbridled Reconstruction and various public improvements within the Tax Increment Financing District No. 18 (Canterbury Commons).

Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Principal Remaining	$ -	$ -	$ 8,165,000	$ 8,165,000
Interest Remaining	$ -	$ -	$ 2,064,793	$ 1,819,750
Cash Balances	$ -	$ -	$ 359,893	$ 233,950





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2021 Annual Budget
Company: 03046- 2020A GO TAX INCREMENT REV BON

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
03046 - 2020A GO TAX INCREMENT REV BON				
REVENUES:				
4961 - PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	0.00
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**0.00**	**0.00**	**0.00**	**0.00**
EXPENDITURES:				
6850 - DEBT SERVICE INTEREST	0.00	0.00	0.00	245,000.00
6860 - FISCAL AGENT FEES	0.00	0.00	0.00	1,000.00
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**246,000.00**
EXPENDITURES	**0.00**	**0.00**	**0.00**	**246,000.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	(120,100.00)
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**(120,100.00)**
Total 03046 - 2020A GO TAX INCREMENT REV BO	**0.00**	**0.00**	**0.00**	**125,900.00**

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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.

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2021 Annual Budget
CAPITAL PROJECT FUND SUMMARY

	PARK DEVELOPMENT	CAPITAL IMPROVEMENT FUND	TREE REPLACEMENT	Total
TAXES	0.00	700,000.00	0.00	700,000.00
SPECIAL ASSESSMENTS	0.00	676,079.00	0.00	676,079.00
LICENSES AND PERMITS	1,200,000.00	900,000.00	0.00	2,100,000.00
INTERGOVERNMENTAL	420,000.00	2,854,000.00	0.00	3,274,000.00
FINES AND FORFEITURES	0.00	0.00	100,000.00	100,000.00
MISCELLANEOUS	249,069.00	149,994.00	1,000.00	400,063.00
TOTAL REVENUES	**1,869,069.00**	**5,280,073.00**	**101,000.00**	**7,250,142.00**
CONSERVATION AND NATURAL RESOURCES	0.00	0.00	(50,000.00)	(50,000.00)
CAPITAL OUTLAY	(7,454,000.00)	(14,706,000.00)	0.00	(22,160,000.00)
TOTAL EXPENDITURES	**(7,454,000.00)**	**(14,706,000.00)**	**(50,000.00)**	**(22,210,000.00)**
TRANSFERS IN	1,805,000.00	785,930.00	0.00	2,590,930.00
BOND PROCEEDS	0.00	3,917,000.00	0.00	3,917,000.00
TRANSFERS OUT	0.00	(1,002,000.00)	(150,000.00)	(1,152,000.00)
TOTAL OTHER FINANCING	**1,805,000.00**	**3,700,930.00**	**(150,000.00)**	**5,355,930.00**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**(3,779,931.00)**	**(5,724,997.00)**	**(99,000.00)**	**(9,603,928.00)**
FUND BALANCE, JANUARY 1	**3,906,866.00**	**1,499,448.00**	**242,144.00**	**5,648,458.00**
FUND BALANCE, DECEMBER 31	**126,935.00**	**(4,225,549.00)**	**143,144.00**	**(3,955,470.00)**

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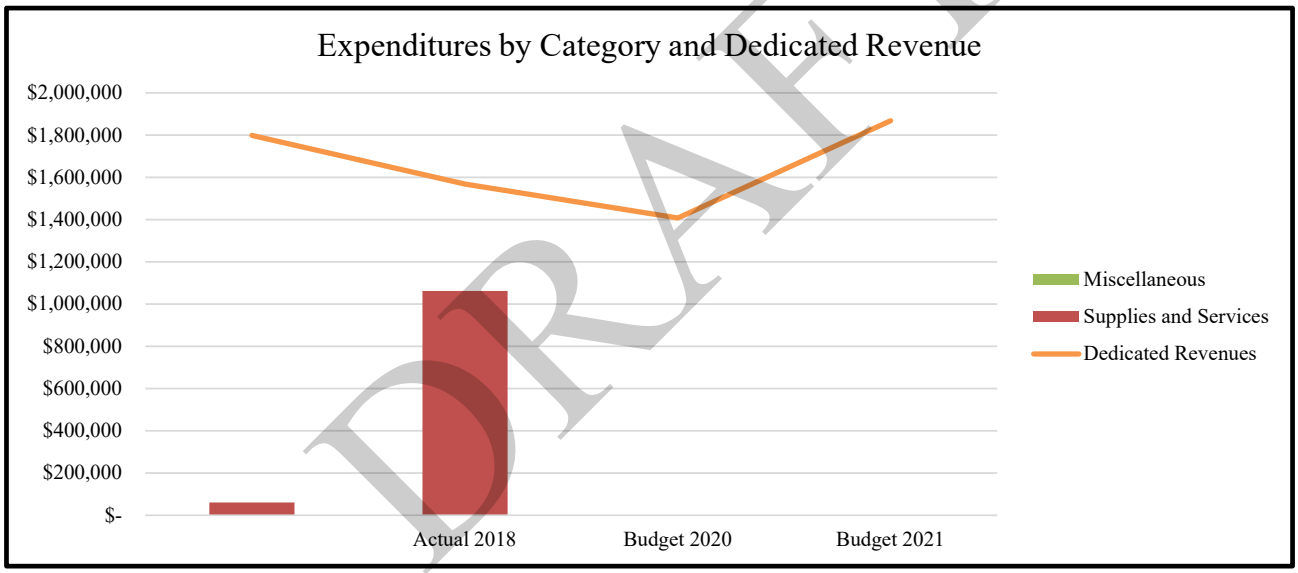
Fund: **Park Development Fund**

Description of Services:

The Park Development Fund provides for the acquisition and improvements for all City Parks. The Planning & Development Division provides community outreach and initial designs while Public Works handles construction and documents and execution while the Parks & Recreation Department handles programming of parks.

Budget:

Expenditures by Category	Actual 2018	Actual 2019	Budget 2020	Budget 2021
Supplies and Services	60,009	1,061,676	-	-
Miscellaneous	-	130,583	-	-
Capital Outlay	23,894	(3,163)	4,917,000	7,454,000
Totals	$ 83,903	$ 1,189,096	$ 4,917,000	$ 7,454,000
Dedicated Revenues	$ 1,799,229	$ 1,567,944	$ 1,408,000	$ 1,869,069



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Projects	1	1	1	9
Park Dedication Collected	1,755,036	1,255,118	1,000,000	1,200,000
Number of Park Facilities	35	37	38	42

Budget Impact:

The city council approved a Park Recreation and Trails Master Plan this year that sets the stage for future park improvements and development.

This includes a new effort on public outreach. Staff uses large informational signs, door hangers, post cards and surveys to gather input on park facilities.

This led to plans for a number of park improvements including Jennifer Lane, a local neighborhood park that will include a new playground, benches, landscaping and bankshot (a modern version of horse.) Construction will begin in 2021. Stagecoach Park was planned and is under construction. This large stand of heritage oak trees will be preserved and enhanced with native plantings, benches and lawn area to serve the new subdivision. The new Xcel Energy Mountain Bike Course will begin construction in early 2021. The three mile course will provide several challenging paths. A master plan is underway for the first park in Windermere that will be adjacent to the BHS development. Public outreach will occur over the winter.

Scenic Heights Park, an existing older city park, had a large amount of community engagement including a socially distanced neighborhood meeting at the park. This park is being reimagined as a community park that will include a new larger playground attraction and other amenities. Work should begin in 2021 with the playground replacement. Holmes Park received a new playground in 2020, Timbertrails will receive a new playground in 2021 that will include new climbing features.

Ridge Creek, the largest new park in the system, went out to bid, and could begin construction over the winter. 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.

The city also acquired more than 12 acres along the Minnesota River including the historic Schroeder House. This site was the original home to the Shakopee Brick Yard and today includes a large marina with access to the river. The site will be developed over the next several years and will include the restoration of the historic home.

Parks have proven to be critical during COVID and we have seen larger numbers out on the trails.

The Upper Valley Drainage Trail was renamed the Vierling Greenway and is now in the planning stages for new signage and amenities along the three mile trail. The city is also implementing a new trail wayfinding system for trails throughout the area.

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Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

2021 Annual Budget
Company: 04020- PARK DEVELOPMENT

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
04020 - PARK DEVELOPMENT				
REVENUES:				
4011 - CURRENT PROPERTY TAX	0.00	0.00	(200,000.00)	0.00
TAXES	**0.00**	**0.00**	**(200,000.00)**	**0.00**
4295 - PARK DEDICATION FEE	(1,755,036.29)	(1,255,118.00)	(600,000.00)	(1,200,000.00)
LICENSES AND PERMITS	**(1,755,036.29)**	**(1,255,118.00)**	**(600,000.00)**	**(1,200,000.00)**
4410 - FEDERAL GRANTS	0.00	0.00	(320,000.00)	0.00
4450 - STATE GRANTS & AIDS	0.00	(150,000.00)	0.00	(420,000.00)
INTERGOVERNMENTAL	**0.00**	**(150,000.00)**	**(320,000.00)**	**(420,000.00)**
4810 - CONCESSION STANDS	(1,817.00)	(9,982.25)	0.00	0.00
CHARGES FOR SERVICES	**(1,817.00)**	**(9,982.25)**	**0.00**	**0.00**
4833 - INTEREST	(31,535.51)	(72,611.07)	(20,000.00)	(39,069.00)
4834 - CHANGE IN FAIR MARKET VALUE	12,292.60	(56,763.25)	0.00	0.00
4845 - CONTRIBUTIONS	(23,133.12)	(23,133.12)	(223,000.00)	(210,000.00)
4850 - MISCELLANEOUS	0.00	(336.40)	(45,000.00)	0.00
MISCELLANEOUS	**(42,376.03)**	**(152,843.84)**	**(288,000.00)**	**(249,069.00)**
PROCEEDS FROM DEBT ISSUED	**0.00**	**0.00**	**0.00**	**0.00**
CAPITAL CONTRIBUTIONS	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(1,799,229.32)**	**(1,567,944.09)**	**(1,408,000.00)**	**(1,869,069.00)**
EXPENDITURES:				
6202 - OPERATING SUPPLIES	0.00	0.00	0.00	0.00
6310 - ATTORNEY	0.00	6,027.15	0.00	0.00
6312 - ENGINEERING/DESIGN CONSULTANT	2,124.08	195,523.80	0.00	0.00
6318 - FILING FEES	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	57,885.29	859,566.25	0.00	0.00
6332 - POSTAGE	0.00	8.10	0.00	0.00
6336 - PRINTING/PUBLISHING	0.00	0.00	0.00	0.00
6362 - ELECTRIC	0.00	467.47	0.00	0.00
6364 - WATER	0.00	39.19	0.00	0.00
6365 - GAS	0.00	0.00	0.00	0.00
6366 - SEWER	0.00	35.98	0.00	0.00
6368 - STORM	0.00	8.22	0.00	0.00
SUPPLIES AND SERVICES	**60,009.37**	**1,061,676.16**	**0.00**	**0.00**
6610 - AWARDS & DAMAGES	0.00	127,662.50	0.00	0.00
6620 - PROPERTY TAX/SPECIAL ASSESS	0.00	2,920.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**130,582.50**	**0.00**	**0.00**
6710 - LAND	1,845.95	(3,162.57)	0.00	0.00
6760 - IMPROVEMENTS	0.00	0.00	4,917,000.00	7,454,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	22,048.18	0.00	0.00	0.00
CAPITAL OUTLAY	**23,894.13**	**(3,162.57)**	**4,917,000.00**	**7,454,000.00**

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2021 Annual Budget
Company: 04020- PARK DEVELOPMENT

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**
EXPENDITURES	**83,903.50**	**1,189,096.09**	**4,917,000.00**	**7,454,000.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	(1,152,000.00)	(1,805,000.00)
TRANSERS OUT	0.00	0.00	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**(1,152,000.00)**	**(1,805,000.00)**
Total 04020 - PARK DEVELOPMENT	**(1,715,325.82)**	**(378,848.00)**	**2,357,000.00**	**3,779,931.00**

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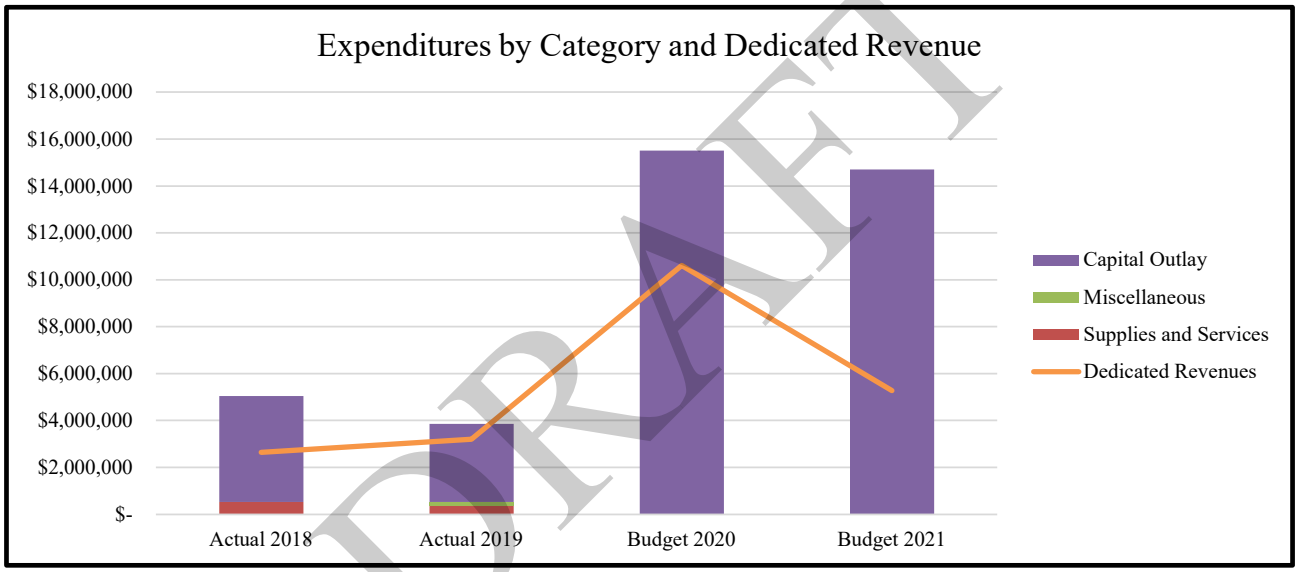
Fund: **Capital Improvement Fund**

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 2018	Actual 2019	Budget 2020	Budget 2021
Supplies and Services	523,144	383,810	-	-
Miscellaneous	-	139,321	-	-
Capital Outlay	4,519,798	3,336,980	15,509,000	14,706,000
Totals	$ 5,042,942	$ 3,860,111	$ 15,509,000	$ 14,706,000
Dedicated Revenues	$ 2,640,294	$ 3,207,507	$ 10,606,800	$ 5,280,073



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Projects	5	6	7	9
Total Overlay Projects	1,236,209	2,005,000	1,726,000	2,700,000
Total Reconstruction Projects	3,300,120	4,194,000	3,462,000	1,866,000

Budget Impact:

Strategic long-term planning results in a viable, sustainable infrastructure. The five-year capital improvement plan is the workhorse for this planning. Under the plan, projects are developed, planned and initiated. Why is this important? Without it, the city's infrastructure would begin to fail beyond a point of no return, which could basically bankrupt a city. New to the city that was developed in 2020 is a DRAFT long-term 15-year that will help long-term financial planning.

In 2020, the city milled and overlaid 5.9 miles of streets, reconstructed 2.67 miles of streets, constructed 1.0 miles of new public roadway (Unbridled Avenue), rehabilitated 1.8 miles of streets and constructed 2.3 miles of new trail. 2021 will be another busy year with the continued redevelopment of Canterbury Commons, including reconstruction of the final perimeter road on the west side (County Road 83). Additionally, another notable project includes the extension of public water and sanitary sewer to the Maras Street - Hansen Avenue area in the northeast area of the city. Similar mill and overlay, reconstruction and rehabilitation projects are proposed 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.

Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

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2021 Annual Budget
Company: 04021- CAPITAL IMPROVEMENT FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
04021 - CAPITAL IMPROVEMENT FUND				
REVENUES:				
4011 - CURRENT PROPERTY TAX	(200,000.00)	(200,000.00)	(700,000.00)	(700,000.00)
TAXES	**(200,000.00)**	**(200,000.00)**	**(700,000.00)**	**(700,000.00)**
4110 - SPECIAL ASSESSMENT PRINCIPAL	(362,871.38)	(370,392.57)	(381,800.00)	(381,756.00)
4111 - SPEC ASSESSMENT INTEREST	(132,956.80)	(118,933.76)	0.00	0.00
4112 - SA PENALTIES & INTEREST	(374.05)	(2,485.80)	0.00	0.00
4120 - SA PREPAY	(225,694.28)	(142,823.09)	0.00	(294,323.00)
SPECIAL ASSESSMENT	**(721,896.51)**	**(634,635.22)**	**(381,800.00)**	**(676,079.00)**
4204 - UTILITY FRANCHISE FEE	(895,129.83)	(855,248.80)	(900,000.00)	(900,000.00)
LICENSES AND PERMITS	**(895,129.83)**	**(855,248.80)**	**(900,000.00)**	**(900,000.00)**
4410 - FEDERAL GRANTS	0.00	0.00	0.00	(1,354,000.00)
4461 - STATE AID - CONSTRUCTION	(730,539.96)	(1,302,154.19)	(1,365,000.00)	(1,500,000.00)
4480 - OTHER GRANTS/AIDS	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	**(730,539.96)**	**(1,302,154.19)**	**(1,365,000.00)**	**(2,854,000.00)**
4705 - ELECTRIC (SPUC)	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES	**0.00**	**0.00**	**0.00**	**0.00**
FINES & FORFEITS	**0.00**	**0.00**	**0.00**	**0.00**
4833 - INTEREST	(92,852.22)	(116,417.18)	(30,000.00)	(14,994.00)
4834 - CHANGE IN FAIR MARKET VALUE	844.98	(91,358.13)	0.00	0.00
4845 - CONTRIBUTIONS	0.00	0.00	(7,230,000.00)	(135,000.00)
4850 - MISCELLANEOUS	(720.00)	(7,693.59)	0.00	0.00
MISCELLANEOUS	**(92,727.24)**	**(215,468.90)**	**(7,260,000.00)**	**(149,994.00)**
REVENUES	**(2,640,293.54)**	**(3,207,507.11)**	**(10,606,800.00)**	**(5,280,073.00)**
EXPENDITURES:				
6310 - ATTORNEY	805.50	17,384.50	0.00	0.00
6312 - ENGINEERING/DESIGN CONSULTANT	511,533.12	286,497.84	0.00	0.00
6318 - FILING FEES	490.00	400.00	0.00	0.00
6327 - OTHER PROF SERVICES	10,315.82	79,461.65	0.00	0.00
6332 - POSTAGE	0.00	0.00	0.00	0.00
6336 - PRINTING/PUBLISHING	0.00	65.90	0.00	0.00
SUPPLIES AND SERVICES	**523,144.44**	**383,809.89**	**0.00**	**0.00**
6615 - EASEMENTS	0.00	139,320.55	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**139,320.55**	**0.00**	**0.00**
6710 - LAND	400.65	0.00	0.00	0.00
6760 - IMPROVEMENTS	2,799,177.14	3,274,134.87	15,509,000.00	14,706,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	1,720,220.16	62,845.09	0.00	0.00
CAPITAL OUTLAY	**4,519,797.95**	**3,336,979.96**	**15,509,000.00**	**14,706,000.00**
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**

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2021 Annual Budget
Company: 04021- CAPITAL IMPROVEMENT FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
EXPENDITURES	**5,042,942.39**	**3,860,110.40**	**15,509,000.00**	**14,706,000.00**
OTHER FINANCING:				
TRANSFERS IN	(2,233,651.40)	0.00	(406,000.00)	(785,930.00)
TRANSERS OUT	0.00	0.00	250,000.00	1,002,000.00
PROCEEDS FROM DEBT ISSUED	0.00	0.00	(2,108,000.00)	(3,917,000.00)
OTHER FINANCING	**(2,233,651.40)**	**0.00**	**(2,264,000.00)**	**(3,700,930.00)**
Total 04021 - CAPITAL IMPROVEMENT FUND	**168,997.45**	**652,603.29**	**2,638,200.00**	**5,724,997.00**

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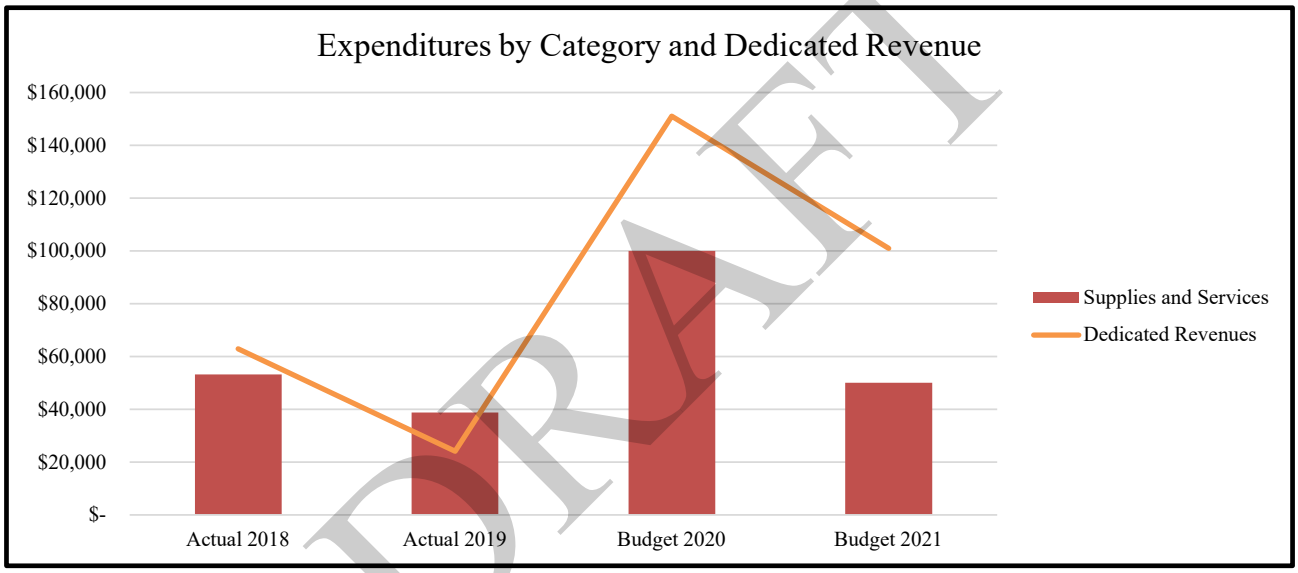
Fund: **Tree Replacement Fund**

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 2018	Actual 2019	Budget 2020	Budget 2021
Supplies and Services	53,154	38,760	100,000	50,000
Totals	$ 53,154	$ 38,760	$ 100,000	$ 50,000
Dedicated Revenues	$ 62,926	$ 24,112	$ 151,000	$ 101,000
Transfers (In)/Out	$ 82,764	$ -	$ 72,000	$ 150,000



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
# Trees Replaced	264	248	161	175

Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

2021 Annual Budget
Company: 04400- TREE REPLACEMENT

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
04400 - TREE REPLACEMENT				
REVENUES:				
4450 - STATE GRANTS & AIDS	(5,528.00)	(13,355.00)	0.00	0.00
INTERGOVERNMENTAL	**(5,528.00)**	**(13,355.00)**	**0.00**	**0.00**
4683 - NATURAL RESOURCE PLANTINGS	(2,384.00)	(2,771.00)	0.00	0.00
CHARGES FOR SERVICES	**(2,384.00)**	**(2,771.00)**	**0.00**	**0.00**
4821 - FINES & FORFEITS	(50,000.00)	0.00	(150,000.00)	(100,000.00)
FINES & FORFEITS	**(50,000.00)**	**0.00**	**(150,000.00)**	**(100,000.00)**
4833 - INTEREST	(4,508.54)	(4,176.93)	(1,000.00)	(1,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	(505.27)	(3,808.79)	0.00	0.00
MISCELLANEOUS	**(5,013.81)**	**(7,985.72)**	**(1,000.00)**	**(1,000.00)**
REVENUES	**(62,925.81)**	**(24,111.72)**	**(151,000.00)**	**(101,000.00)**
EXPENDITURES:				
6202 - OPERATING SUPPLIES	262.98	0.00	0.00	0.00
6215 - MATERIALS	52,891.21	38,760.00	100,000.00	50,000.00
SUPPLIES AND SERVICES	**53,154.19**	**38,760.00**	**100,000.00**	**50,000.00**
EXPENDITURES	**53,154.19**	**38,760.00**	**100,000.00**	**50,000.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	0.00
TRANSERS OUT	82,764.46	0.00	72,000.00	150,000.00
OTHER FINANCING	**82,764.46**	**0.00**	**72,000.00**	**150,000.00**
Total 04400 - TREE REPLACEMENT	**72,992.84**	**14,648.28**	**21,000.00**	**99,000.00**

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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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2021 Annual Budget
ENTERPRISE FUNDS

	SEWER FUND	SURFACE WATER FUND	REFUSE FUND	TOTAL
REVENUES:				
OPERATING REVENUES	$4,397,252	$1,324,600	$135,000	$5,856,852
EXPENSES:				
OPERATING EXPENSES	3,365,861	1,063,600	0	4,429,461
DEPRECIATION	0	0	117,000	117,000
OPERATING INCOME (LOSS)	**1,031,391**	**261,000**	**18,000**	**1,310,391**
NON-OPERATING INCOME	149,800	328,100	(500)	477,400
NON-OPERATING EXPENSES	(7,611,000)	(1,718,200)	(4,300)	(9,333,500)
NET INCOME (LOSS) BEFORE TRANSFERS	**(6,429,809)**	**(1,129,100)**	**13,200**	**(7,545,709)**
CAPITAL CONTRIBUTION	0	3,000	0	3,000
TRANSFERS IN	1,051,000	0	0	1,051,000
TRANSFERS OUT	(165,000)	(2,036,000)	0	(2,201,000)
NET INCOME (LOSS)	**(5,543,809)**	**(3,162,100)**	**13,200**	**(8,692,709)**

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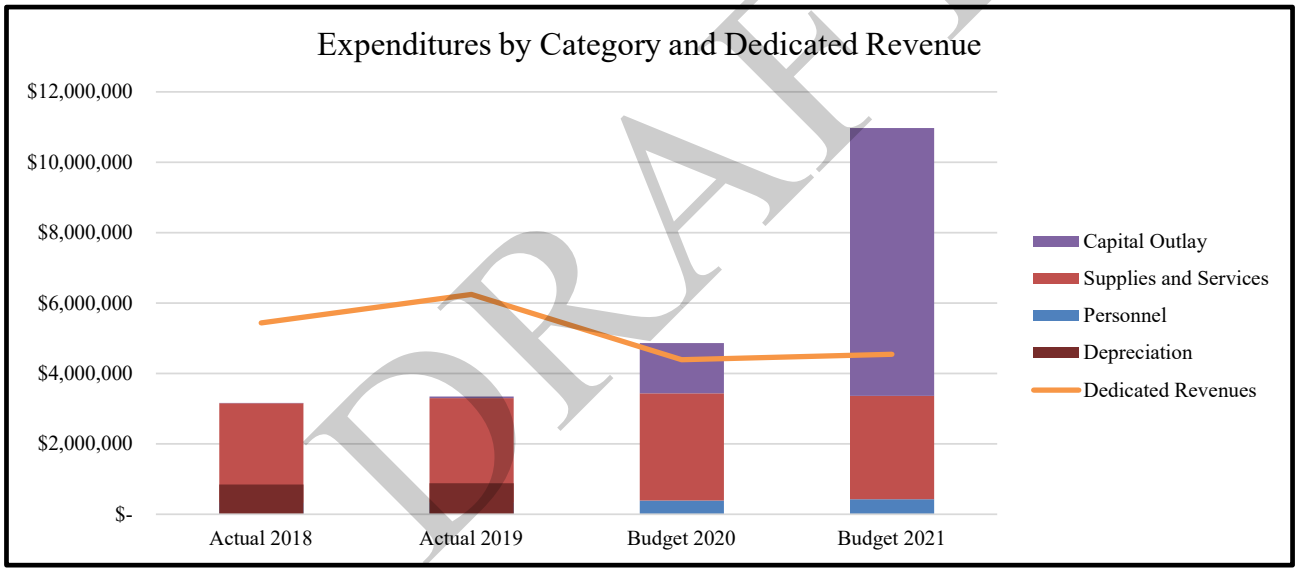
Fund: **Sewer Fund**

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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 320,925	$ 336,540	$ 390,200	$ 423,400
Supplies and Services	2,828,073	2,962,913	3,048,450	2,942,461
Capital Outlay	9,648	42,407	1,424,000	7,611,000
Depreciation	843,515	874,611	-	-
Totals	$ 4,002,161	$ 4,216,471	$ 4,862,650	$ 10,976,861
Dedicated Revenues	$ 5,432,319	$ 6,241,351	$ 4,391,600	$ 4,547,052
Cash Balances	$ 8,505,236	$ 8,227,011	$ 7,850,961	$ 2,307,152



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Employees (FTEs)	3.5	3.5	3.5	3.5
Manholes Repaired	0	28	12	20
Jetted (LF)	283,842	269,113	272,739	230,000
Miles of Sewer	136.8	140.7	142.07	145.22
# of Lift Stations	2	2	2	3
MCES Treatment Cost (% of budget)	0.62	.61	.56	.55

Budget Impact:

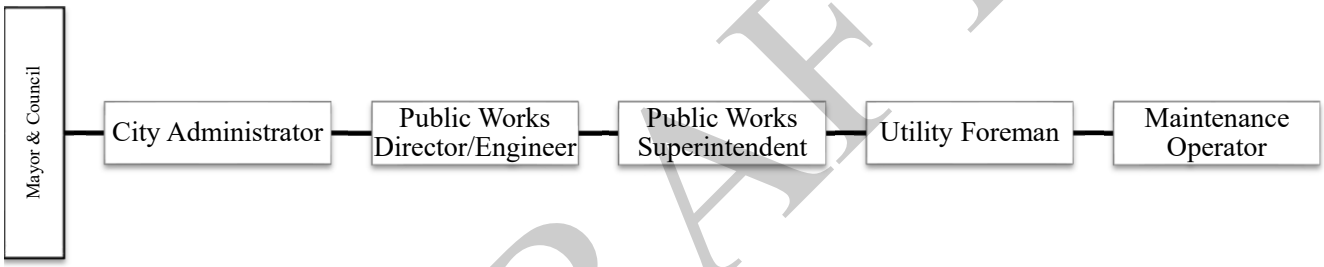
Nothing goes more unnoticed than what happens behind the scenes to keep the sewer flowing when you flush your toilet in the morning.

The city's sanitary sewer system consists of over 140.7 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, approximately $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 2021, the city plans to improve its telemetry system to better safeguard against potential blockage, rehabilitate L16 and add another lift station to the Maras-Hansen area in the northeast part of Shakopee.

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

Organization Chart:



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Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

2021 Annual Budget
Company: 07100- SEWER FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07100 - SEWER FUND				
REVENUES:				
4110 - SPECIAL ASSESSMENT PRINCIPAL	(27,260.69)	(24,012.99)	0.00	0.00
4111 - SPEC ASSESSMENT INTEREST	(13,526.07)	(10,156.60)	0.00	0.00
4112 - SA PENALTIES & INTEREST	(683.80)	(113.72)	0.00	0.00
4120 - SA PREPAY	(15,817.07)	(19,339.46)	0.00	0.00
SPECIAL ASSESSMENT	**(57,287.63)**	**(53,622.77)**	**0.00**	**0.00**
4482 - COUNTY GRANTS/AIDS	(6,000.00)	0.00	0.00	0.00
INTERGOVERNMENTAL	**(6,000.00)**	**0.00**	**0.00**	**0.00**
4721 - SEWER CHARGES	(3,502,018.93)	(3,676,901.15)	(3,976,900.00)	(3,880,414.00)
4723 - METRO SAC CHARGES	(8,324.75)	(25,138.20)	(5,000.00)	(25,138.00)
4725 - CITY SAC CHARGES	(164,755.68)	(511,275.00)	(150,000.00)	(25,000.00)
4735 - TRUNK CHARGE - SANITARY	(144,218.88)	(201,809.66)	(100,000.00)	0.00
CHARGES FOR SERVICES	**(3,819,318.24)**	**(4,415,124.01)**	**(4,231,900.00)**	**(3,930,552.00)**
FINES & FORFEITS	**0.00**	**0.00**	**0.00**	**0.00**
4833 - INTEREST	(132,185.06)	(168,160.52)	(154,400.00)	(149,800.00)
4834 - CHANGE IN FAIR MARKET VALUE	6,446.93	(143,040.17)	0.00	0.00
4530 - ANTENNA RENTAL	0.00	(2,520.00)	0.00	0.00
4678 - PUBLIC WORKS RENTAL	0.00	0.00	0.00	0.00
4850 - MISCELLANEOUS	(7,469.24)	(6,402.20)	(5,300.00)	(466,700.00)
MISCELLANEOUS	**(133,207.37)**	**(320,122.89)**	**(159,700.00)**	**(616,500.00)**
4971 - CAPITAL CONTRIBUTIONS	(1,416,505.88)	(1,452,481.08)	0.00	0.00
CAPITAL CONTRIBUTIONS	**(1,416,505.88)**	**(1,452,481.08)**	**0.00**	**0.00**
REVENUES	**(5,432,319.12)**	**(6,241,350.75)**	**(4,391,600.00)**	**(4,547,052.00)**
EXPENDITURES:				
6002 - WAGES	243,452.42	241,043.17	271,700.00	288,300.00
6005 - OVERTIME-FT	4,066.79	7,822.56	6,000.00	6,000.00
6015 - WAGES - PART TIME/TEMP	5,442.20	5,748.09	17,800.00	17,000.00
6017 - OVERTIME-PART TIME/TEMP	62.06	0.00	0.00	0.00
WAGES	**253,023.47**	**254,613.82**	**295,500.00**	**311,300.00**
6122 - PERA	18,565.26	18,686.43	20,700.00	23,200.00
6124 - FICA	17,688.97	17,897.66	22,400.00	18,800.00
6135 - HEALTH	33,175.62	33,405.05	32,600.00	44,400.00
6139 - POST EMPLOYMENT HEALTH PLAN	2,340.30	1,406.85	1,300.00	1,300.00
6140 - LIFE/LTD	694.31	663.91	600.00	600.00
6145 - DENTAL	1,465.92	1,326.96	1,500.00	1,600.00
6170 - WORKERS COMPENSATION	10,263.91	10,596.66	12,100.00	18,600.00
6180 - COMPENSATED ABSENCES	1,367.86	(1,397.82)	3,500.00	3,600.00
6185 - OPEB	5,904.00	2,455.00	0.00	0.00
6186 - PENSION EXPENSE	(23,565.00)	(3,115.00)	0.00	0.00
BENEFITS	**67,901.15**	**81,925.70**	**94,700.00**	**112,100.00**

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2021 Annual Budget
Company: 07100- SEWER FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
WAGES & BENEFITS	**320,924.62**	**336,539.52**	**390,200.00**	**423,400.00**
6202 - OPERATING SUPPLIES	18,263.73	22,286.94	24,000.00	24,000.00
6210 - OFFICE SUPPLIES	1,054.26	128.43	1,100.00	1,100.00
6212 - UNIFORMS/CLOTHING	4,137.87	4,472.85	5,000.00	5,000.00
6213 - FOOD	0.00	475.87	350.00	350.00
6215 - MATERIALS	1,232.30	709.25	3,000.00	3,000.00
6222 - MOTOR FUELS & LUBRICANTS	6,440.76	7,728.34	8,000.00	8,000.00
6240 - EQUIPMENT MAINT SUPPLIES	2,648.56	5,754.34	6,000.00	6,000.00
6310 - ATTORNEY	0.00	0.00	1,000.00	1,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	99,889.10	54,545.81	20,000.00	20,000.00
6315 - BUILDING MAINT.	61.00	328.00	0.00	0.00
6316 - EQUIPMENT MAINTENANCE	15,235.51	5,911.78	12,000.00	12,000.00
6327 - OTHER PROF SERVICES	46,316.47	171,506.01	110,000.00	110,000.00
6334 - TELEPHONE	1,368.67	1,210.67	1,700.00	1,700.00
6336 - PRINTING/PUBLISHING	697.55	759.65	1,000.00	1,000.00
6339 - COMPUTER ACCESS	398.67	442.61	500.00	500.00
6351 - INSURANCE PREMIUM (IS FUND)	59,580.00	50,600.00	50,100.00	49,100.00
6362 - ELECTRIC	22,473.86	24,346.90	26,000.00	26,000.00
6364 - WATER	65.59	95.69	500.00	500.00
6366 - SEWER	16,669.09	36.63	0.00	0.00
6369 - CURRENT USE CHARGES	2,498,302.44	2,578,751.28	2,738,100.00	2,633,011.00
6410 - SOFTWARE - ANNUAL FEES	2,277.34	2,943.76	3,700.00	3,700.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	7,200.00	7,599.96	9,200.00	9,700.00
6430 - BUILDING RENT (IS FUND)	18,999.96	18,999.96	23,000.00	21,600.00
6472 - CONFERENCE/SCHOOL/TRAINING	4,410.00	2,548.25	3,500.00	4,500.00
6475 - TRAVEL/SUBSISTENCE	0.00	268.06	0.00	0.00
6480 - DUES	247.50	349.00	500.00	500.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	102.57	113.36	200.00	200.00
SUPPLIES AND SERVICES	**2,828,072.80**	**2,962,913.40**	**3,048,450.00**	**2,942,461.00**
6502 - DEPRECIATION EXPENSE	843,514.98	874,611.05	0.00	0.00
DEPRECIATION	**843,514.98**	**874,611.05**	**0.00**	**0.00**
MISCELLANEOUS EXPENSE	**0.00**	**0.00**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	0.00	0.00	0.00
6760 - IMPROVEMENTS	0.00	19,792.00	1,424,000.00	7,611,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	9,648.00	22,615.00	0.00	0.00
CAPITAL OUTLAY	**9,648.00**	**42,407.00**	**1,424,000.00**	**7,611,000.00**
EXPENDITURES	**4,002,160.40**	**4,216,470.97**	**4,862,650.00**	**10,976,861.00**
OTHER FINANCING:				
TRANSFERS IN	(3,451.00)	0.00	(290,000.00)	(1,051,000.00)
TRANSERS OUT	311,480.00	125,000.00	195,000.00	165,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	0.00	(18,000.00)	0.00	0.00
OTHER FINANCING	**308,029.00**	**107,000.00**	**(95,000.00)**	**(886,000.00)**
Total 07100 - SEWER FUND	**(1,122,129.72)**	**(1,917,879.78)**	**376,050.00**	**5,543,809.00**

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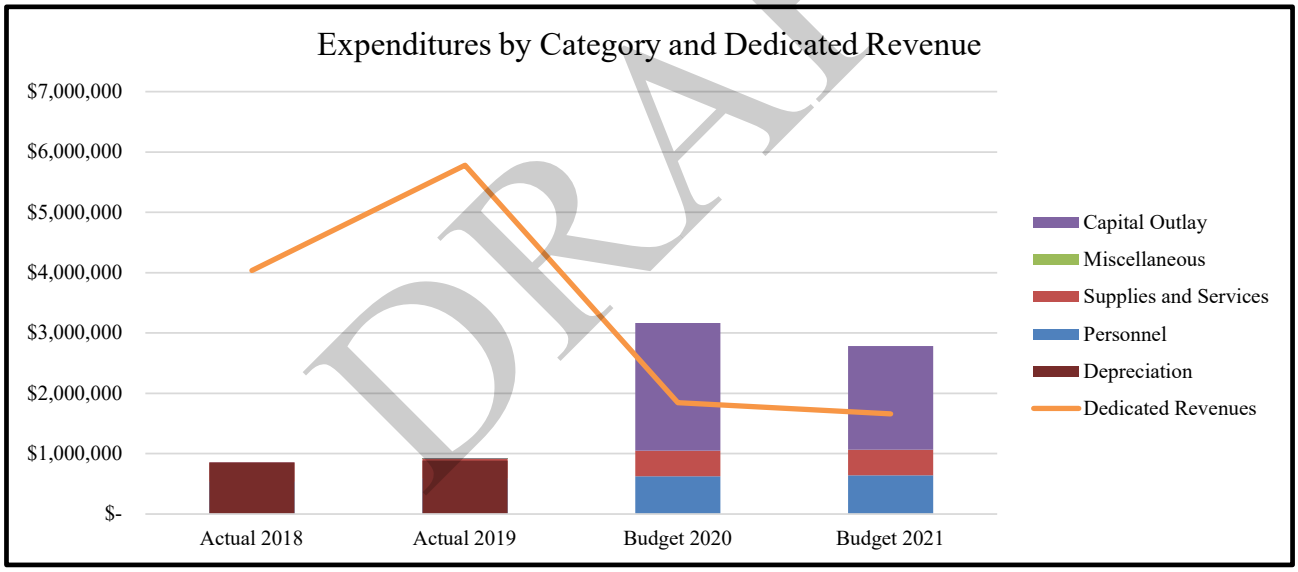
Fund: **Surface Water Fund**

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 224 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 2018	Actual 2019	Budget 2020	Budget 2021
Personnel	$ 531,984	$ 588,147	$ 625,200	$ 638,800
Supplies and Services	318,570	322,588	423,200	424,800
Miscellaneous	-	992	-	-
Capital Outlay	9,225	9,900	2,119,500	1,718,200
Depreciation	851,442	885,284	-	-
Totals	$ 1,711,221	$ 1,806,911	$ 3,167,900	$ 2,781,800
Dedicated Revenues	$ 4,033,973	$ 5,782,120	$ 1,842,784	$ 1,655,700
Cash Balances	$ 12,361,761	$ 13,029,404	$ 10,273,288	$ 7,111,188



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Employees (FTEs)	3.3	3.3	3.3	3.3
Sweeping Annual Cost	137,862	180,905	140,000	140,000
Catch Basins Repaired	53	50	240	75
Ponds Inspected	63	64	65	65
Number of Ponds (Public & Private)	221	224	230	230
Acres of Wetlands	563	570	570	570

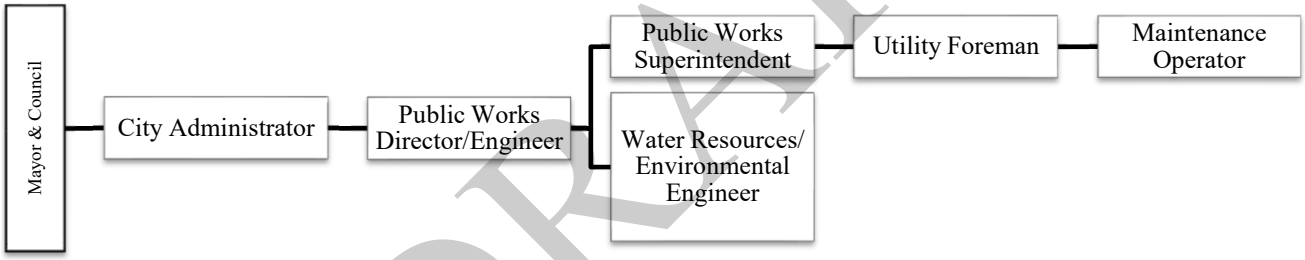
Budget Impact:

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. This permit was updated by the MPCA and will be issued in November of 2020. The city will have 150 days to make updates to official controls to meet any new requirements as a result of the new permit.

In 2018, the City Council and EDA approved an interfund loan to provide financing for the TIF District #20, which is the redevelopment of the old city hall site. Rather than the developer seeking private financing for $2.3 million in eligible public improvement costs, the City/EDA agree to finance this amount internally at a 4% interest rate. The $2.432 million interfund loan was fully issued in 2020, and will be repaid over the life of the TIF district from TIF revenues.

Organization Chart:



Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

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2021 Annual Budget
Company: 07300- SURFACE WATER FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07300 - SURFACE WATER FUND				
REVENUES:				
4110 - SPECIAL ASSESSMENT PRINCIPAL	0.00	0.00	(2,500.00)	(3,000.00)
4112 - SA PENALTIES & INTEREST	(7.39)	(6.56)	0.00	0.00
4113 - CERTIFIED UNPAID FEES- STORM	(2,515.47)	(2,568.55)	0.00	0.00
SPECIAL ASSESSMENT	**(2,522.86)**	**(2,575.11)**	**(2,500.00)**	**(3,000.00)**
4480 - OTHER GRANTS/AIDS	0.00	(168,203.00)	(235,484.00)	(100,000.00)
INTERGOVERNMENTAL	**0.00**	**(168,203.00)**	**(235,484.00)**	**(100,000.00)**
4620 - ENGINEER FEE - PRIVATE	0.00	(5,318.44)	0.00	0.00
4680 - MISC PUBLIC WORKS	0.00	(44,000.00)	(22,000.00)	(20,000.00)
4745 - STORM CHARGES	(1,207,445.20)	(1,233,594.04)	(1,253,000.00)	(1,324,600.00)
4746 - TRUNK CHARGE - STORM	(452,544.63)	(799,312.79)	(100,000.00)	(100,000.00)
CHARGES FOR SERVICES	**(1,659,989.83)**	**(2,082,225.27)**	**(1,375,000.00)**	**(1,444,600.00)**
4833 - INTEREST	(198,521.47)	(268,518.10)	(229,800.00)	(108,100.00)
4834 - CHANGE IN FAIR MARKET VALUE	4,635.79	(235,429.77)	0.00	0.00
4845 - CONTRIBUTIONS	0.00	0.00	0.00	0.00
4850 - MISCELLANEOUS	(20,625.00)	(19,250.00)	0.00	0.00
MISCELLANEOUS	**(214,510.68)**	**(523,197.87)**	**(229,800.00)**	**(108,100.00)**
4971 - CAPITAL CONTRIBUTIONS	(2,156,949.96)	(3,005,918.64)	0.00	0.00
CAPITAL CONTRIBUTIONS	**(2,156,949.96)**	**(3,005,918.64)**	**0.00**	**0.00**
REVENUES	**(4,033,973.33)**	**(5,782,119.89)**	**(1,842,784.00)**	**(1,655,700.00)**
EXPENDITURES:				
6002 - WAGES	375,783.76	395,272.67	425,900.00	462,000.00
6005 - OVERTIME-FT	1,580.47	13,092.08	5,000.00	5,000.00
6015 - WAGES - PART TIME/TEMP	10,442.57	32,329.38	41,300.00	40,500.00
6017 - OVERTIME-PART TIME/TEMP	62.06	20.08	0.00	0.00
WAGES	**387,868.86**	**440,714.21**	**472,200.00**	**507,500.00**
6122 - PERA	28,301.12	30,548.11	32,100.00	39,200.00
6124 - FICA	27,657.60	31,439.88	35,900.00	29,500.00
6135 - HEALTH	45,136.44	57,292.26	54,200.00	39,500.00
6139 - POST EMPLOYMENT HEALTH PLAN	6,781.92	2,222.76	1,700.00	1,300.00
6140 - LIFE/LTD	1,043.83	1,102.15	800.00	600.00
6145 - DENTAL	2,305.04	2,347.43	2,000.00	1,600.00
6170 - WORKERS COMPENSATION	18,233.76	20,785.82	21,000.00	16,000.00
6180 - COMPENSATED ABSENCES	1,519.99	(17,539.11)	5,300.00	3,600.00
6185 - OPEB	5,904.00	2,455.00	0.00	0.00
6186 - PENSION EXPENSE	7,231.00	16,778.00	0.00	0.00
BENEFITS	**144,114.70**	**147,432.30**	**153,000.00**	**131,300.00**
WAGES & BENEFITS	**531,983.56**	**588,146.51**	**625,200.00**	**638,800.00**
6202 - OPERATING SUPPLIES	30,805.09	28,020.31	46,000.00	46,000.00
6210 - OFFICE SUPPLIES	1,164.03	241.47	3,500.00	3,500.00
6212 - UNIFORMS/CLOTHING	2,870.39	2,852.46	6,500.00	6,500.00

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2021 Annual Budget
Company: 07300- SURFACE WATER FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
6213 - FOOD	0.00	247.93	300.00	300.00
6215 - MATERIALS	9,363.75	7,421.04	21,000.00	21,000.00
6222 - MOTOR FUELS & LUBRICANTS	17,113.85	32,677.36	25,500.00	25,500.00
6240 - EQUIPMENT MAINT SUPPLIES	23,038.52	23,860.60	30,500.00	30,500.00
6310 - ATTORNEY	915.50	0.00	5,000.00	5,000.00
6312 - ENGINEERING/DESIGN CONSULTANT	92,666.00	29,003.85	40,000.00	40,000.00
6316 - EQUIPMENT MAINTENANCE	14,793.95	22,540.56	15,000.00	15,000.00
6318 - FILING FEES	0.00	150.00	0.00	0.00
6327 - OTHER PROF SERVICES	65,179.33	105,902.32	162,500.00	162,500.00
6332 - POSTAGE	0.00	19.24	0.00	0.00
6334 - TELEPHONE	760.19	535.28	2,000.00	2,000.00
6336 - PRINTING/PUBLISHING	394.42	503.12	1,000.00	1,000.00
6339 - COMPUTER ACCESS	840.24	885.22	1,700.00	1,700.00
6351 - INSURANCE PREMIUM (IS FUND)	13,770.00	15,400.00	15,400.00	16,800.00
6362 - ELECTRIC	716.31	1,118.79	1,000.00	1,000.00
6364 - WATER	184.00	30.00	0.00	0.00
6367 - REFUSE	13,521.52	18,461.50	11,500.00	11,500.00
6410 - SOFTWARE - ANNUAL FEES	2,277.34	2,943.76	5,000.00	5,000.00
6415 - SOFTWARE-ANNUAL FEES (IS FUND)	7,200.00	7,599.96	8,700.00	10,000.00
6420 - EQUIPMENT RENT	1,110.00	0.00	4,000.00	4,000.00
6430 - BUILDING RENT (IS FUND)	18,999.96	18,999.96	14,200.00	13,100.00
6472 - CONFERENCE/SCHOOL/TRAINING	460.00	2,667.25	2,000.00	2,000.00
6475 - TRAVEL/SUBSISTENCE	75.05	137.51	500.00	500.00
6480 - DUES	247.50	255.00	300.00	300.00
6490 - SUBSCRIPTIONS/PUBLICATIONS	102.57	113.36	100.00	100.00
SUPPLIES AND SERVICES	**318,569.51**	**322,587.85**	**423,200.00**	**424,800.00**
6502 - DEPRECIATION EXPENSE	851,442.29	885,284.49	0.00	0.00
DEPRECIATION	**851,442.29**	**885,284.49**	**0.00**	**0.00**
6620 - PROPERTY TAX/SPECIAL ASSESS	0.00	992.00	0.00	0.00
MISCELLANEOUS EXPENSE	**0.00**	**992.00**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	0.00	5,500.00	443,200.00
6760 - IMPROVEMENTS	(3,137.88)	3,500.00	2,114,000.00	1,275,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	12,362.88	6,400.00	0.00	0.00
CAPITAL OUTLAY	**9,225.00**	**9,900.00**	**2,119,500.00**	**1,718,200.00**
DEBT SERVICE	**0.00**	**0.00**	**0.00**	**0.00**
EXPENDITURES	**1,711,220.36**	**1,806,910.85**	**3,167,900.00**	**2,781,800.00**
OTHER FINANCING:				
TRANSFERS IN	(3,451.00)	0.00	0.00	0.00
TRANSERS OUT	125,000.00	125,000.00	1,431,000.00	2,036,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	(1,874.61)	(64,498.09)	0.00	0.00
OTHER FINANCING	**119,674.39**	**60,501.91**	**1,431,000.00**	**2,036,000.00**
Total 07300 - SURFACE WATER FUND	**(2,203,078.58)**	**(3,914,707.13)**	**2,756,116.00**	**3,162,100.00**

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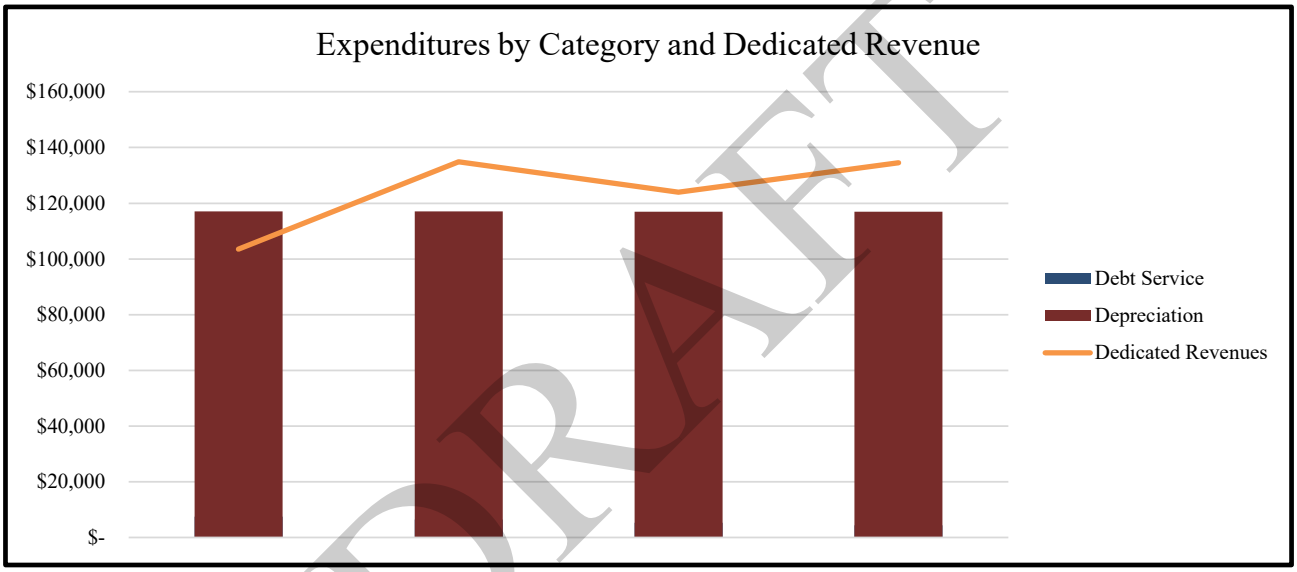
Fund: **Refuse Fund**

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 2018	Actual 2019	Budget 2020	Budget 2021
Debt Service	7,469	6,402	5,300	4,300
Depreciation	117,111	117,111	117,000	117,000
Totals	$ 124,580	$ 123,513	$ 122,300	$ 121,300
Dedicated Revenues	$ 103,513	$ 134,884	$ 124,000	$ 134,500



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Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Number of Garbage Carts Owned	26,705	26,705	26,705	26,705
Number of Garbage Carts Used	22,553	21,375	23,000	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.

2021 Annual Budget
Company: 07400- REFUSE FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07400 - REFUSE FUND				
REVENUES:				
4751 - REFUSE CHARGES	(104,637.74)	(137,823.75)	(125,000.00)	(135,000.00)
CHARGES FOR SERVICES	**(104,637.74)**	**(137,823.75)**	**(125,000.00)**	**(135,000.00)**
4833 - INTEREST	1,254.52	1,661.46	1,000.00	500.00
4834 - CHANGE IN FAIR MARKET VALUE	(129.57)	1,278.34	0.00	0.00
4850 - MISCELLANEOUS	0.00	0.00	0.00	0.00
MISCELLANEOUS	**1,124.95**	**2,939.80**	**1,000.00**	**500.00**
REVENUES	**(103,512.79)**	**(134,883.95)**	**(124,000.00)**	**(134,500.00)**
EXPENDITURES:				
SUPPLIES AND SERVICES	**0.00**	**0.00**	**0.00**	**0.00**
6502 - DEPRECIATION EXPENSE	117,110.57	117,110.57	117,000.00	117,000.00
DEPRECIATION	**117,110.57**	**117,110.57**	**117,000.00**	**117,000.00**
6890 - DEBT SERVICE - OTHER CHARGES	7,469.24	6,402.20	5,300.00	4,300.00
DEBT SERVICE	**7,469.24**	**6,402.20**	**5,300.00**	**4,300.00**
EXPENDITURES	**124,579.81**	**123,512.77**	**122,300.00**	**121,300.00**
OTHER FINANCING:				
Total 07400 - REFUSE FUND	**21,067.02**	**(11,371.18)**	**(1,700.00)**	**(13,200.00)**

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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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2021 Annual Budget
INTERNAL SERVICE FUND SUMMARY

	EQUIPMENT I.S. FUND	PARK ASSET I.S. FUND	INFO TECH I.S. FUND	BUILDING I.S. FUND	SELF INSURANCE I.S. FUND	TOTAL
INTERGOVERNMENTAL	0.00	200,000.00	0.00	16,950,000.00	0.00	17,150,000.00
MISCELLANEOUS	1,247,774.00	627,203.00	620,053.00	1,171,138.00	1,096,000.00	4,762,168.00
TOTAL REVENUES	**1,247,774.00**	**827,203.00**	**620,053.00**	**18,121,138.00**	**1,096,000.00**	**21,912,168.00**
GENERAL GOVERNMENT	0.00	0.00	(497,000.00)	0.00	(1,076,000.00)	(1,573,000.00)
CAPITAL OUTLAY	(1,019,500.00)	(906,000.00)	(30,000.00)	(18,138,500.00)	0.00	(20,094,000.00)
TOTAL EXPENDITURES	**(1,019,500.00)**	**(906,000.00)**	**(527,000.00)**	**(18,138,500.00)**	**(1,076,000.00)**	**(21,667,000.00)**
PROCEEDS FROM SALE OF ASSETS	15,000.00	0.00	0.00	0.00	0.00	15,000.00
TRANSFERS OUT	0.00	(100,000.00)	0.00	(300,000.00)	0.00	(400,000.00)
TOTAL OTHER FINANCING	**15,000.00**	**(100,000.00)**	**0.00**	**(300,000.00)**	**0.00**	**(385,000.00)**
EXCESS (DEFICIENCY) OF REV. OVER EXP.	**243,274.00**	**(178,797.00)**	**93,053.00**	**(317,362.00)**	**20,000.00**	**(139,832.00)**

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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 2018	Actual 2019	Projected 2020	Projected 2021
Cost of Vehicles Added/Replaced	455,259	347,037	981,000	1,019,500
# Vehicles added/replaced	12	7	23	12
Vehicles and Equipment in Service	366	370	375	375

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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2021 Annual Budget
Company: 07800- EQUIPMENT I.S. FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07800 - EQUIPMENT I.S. FUND				
REVENUES:				
4833 - INTEREST	(56,871.13)	(83,977.76)	(37,000.00)	(49,374.00)
4834 - CHANGE IN FAIR MARKET VALUE	2,762.48	(74,058.43)	0.00	0.00
4840 - RENTS	(889,299.96)	(988,599.96)	(1,089,800.00)	(1,198,400.00)
4850 - MISCELLANEOUS	0.00	0.00	0.00	0.00
4853 - INSURANCE REIMBURSEMENT	(946.75)	(46.24)	0.00	0.00
4855 - SALE OF ASSETS	(8,773.24)	0.00	(15,000.00)	(15,000.00)
MISCELLANEOUS	**(953,128.60)**	**(1,146,682.39)**	**(1,141,800.00)**	**(1,262,774.00)**
CAPITAL CONTRIBUTIONS	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(953,128.60)**	**(1,146,682.39)**	**(1,141,800.00)**	**(1,262,774.00)**
EXPENDITURES:				
6502 - DEPRECIATION EXPENSE	860,406.74	895,255.52	0.00	0.00
DEPRECIATION	**860,406.74**	**895,255.52**	**0.00**	**0.00**
6740 - EQUIPMENT	55,744.25	71,287.69	827,000.00	1,019,500.00
CAPITAL OUTLAY	**55,744.25**	**71,287.69**	**827,000.00**	**1,019,500.00**
EXPENDITURES	**916,150.99**	**966,543.21**	**827,000.00**	**1,019,500.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	1,835.34	(91,043.69)	0.00	0.00
OTHER FINANCING	**1,835.34**	**(91,043.69)**	**0.00**	**0.00**
Total 07800 - EQUIPMENT I.S. FUND	**(35,142.27)**	**(271,182.87)**	**(314,800.00)**	**(243,274.00)**

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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 2018	Actual 2019	Projected 2020	Projected 2021
# Park Projects	4	3	4	5

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2021 Annual Budget
Company: 07805- PARK ASSET I.S. FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07805 - PARK ASSET I.S. FUND				
REVENUES:				
4410 - FEDERAL GRANTS	0.00	0.00	(300,000.00)	(200,000.00)
INTERGOVERNMENTAL	**0.00**	**0.00**	**(300,000.00)**	**(200,000.00)**
4833 - INTEREST	(40,875.63)	(20,600.60)	(10,000.00)	(24,203.00)
4834 - CHANGE IN FAIR MARKET VALUE	6,805.00	(18,499.99)	0.00	0.00
4840 - RENTS	(781,300.08)	(449,600.04)	(569,800.00)	(593,000.00)
4845 - CONTRIBUTIONS	(5,000.00)	(5,000.00)	(160,000.00)	(10,000.00)
4850 - MISCELLANEOUS	(24,980.00)	(1,524.00)	0.00	0.00
MISCELLANEOUS	**(845,350.71)**	**(495,224.63)**	**(739,800.00)**	**(627,203.00)**
4971 - CAPITAL CONTRIBUTIONS	0.00	(162,455.00)	0.00	0.00
CAPITAL CONTRIBUTIONS	**0.00**	**(162,455.00)**	**0.00**	**0.00**
REVENUES	**(845,350.71)**	**(657,679.63)**	**(1,039,800.00)**	**(827,203.00)**
EXPENDITURES:				
6202 - OPERATING SUPPLIES	12,097.20	0.00	0.00	0.00
6215 - MATERIALS	0.00	0.00	0.00	0.00
6312 - ENGINEERING/DESIGN CONSULTANT	0.00	0.00	0.00	0.00
6327 - OTHER PROF SERVICES	0.00	1,305.00	0.00	0.00
SUPPLIES AND SERVICES	**12,097.20**	**1,305.00**	**0.00**	**0.00**
6502 - DEPRECIATION EXPENSE	431,741.62	418,783.50	0.00	0.00
DEPRECIATION	**431,741.62**	**418,783.50**	**0.00**	**0.00**
6730 - BUILDINGS	0.00	0.00	0.00	0.00
6740 - EQUIPMENT	0.00	0.00	0.00	0.00
6760 - IMPROVEMENTS	28,554.00	0.00	1,049,200.00	906,000.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	**28,554.00**	**0.00**	**1,049,200.00**	**906,000.00**
EXPENDITURES	**472,392.82**	**420,088.50**	**1,049,200.00**	**906,000.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	0.00
TRANSERS OUT	0.00	2,084,504.30	50,000.00	100,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	71,490.86	0.00	0.00	0.00
OTHER FINANCING	**71,490.86**	**2,084,504.30**	**50,000.00**	**100,000.00**
Total 07805 - PARK ASSET I.S. FUND	**(301,467.03)**	**1,846,913.17**	**59,400.00**	**178,797.00**

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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 2018	Actual 2019	Projected 2020	Projected 2021
Deployed Computers	192	210	230	235
Surveillance Cameras and Network Infrastructure	195	198	201	210
User License	195	200	216	220
Conference Rooms	16	18	18	18

Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

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2021 Annual Budget
Company: 07806- INFO TECH I.S. FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07806 - INFO TECH I.S. FUND				
REVENUES:				
4833 - INTEREST	(9,477.18)	(13,104.75)	(6,000.00)	(8,053.00)
4834 - CHANGE IN FAIR MARKET VALUE	481.82	(12,155.28)	0.00	0.00
4840 - RENTS	(400,899.96)	(420,900.00)	(611,300.00)	(612,000.00)
MISCELLANEOUS	**(409,895.32)**	**(446,160.03)**	**(617,300.00)**	**(620,053.00)**
REVENUES	**(409,895.32)**	**(446,160.03)**	**(617,300.00)**	**(620,053.00)**
EXPENDITURES:				
6202 - OPERATING SUPPLIES	19,436.66	15,458.13	0.00	37,000.00
6204 - FURNISHINGS (NOT CAPITALIZED)	80,210.11	77,078.20	0.00	120,000.00
6314 - COMPUTER SERVICES	40,591.90	55,465.98	0.00	115,000.00
6316 - EQUIPMENT MAINTENANCE	2,586.00	3,469.50	0.00	0.00
6327 - OTHER PROF SERVICES	4,044.50	0.00	0.00	0.00
6332 - POSTAGE	0.00	79.48	0.00	0.00
6336 - PRINTING/PUBLISHING	84.90	0.00	0.00	0.00
6339 - COMPUTER ACCESS	943.90	1,018.80	0.00	0.00
6410 - SOFTWARE - ANNUAL FEES	132,154.12	176,856.66	551,000.00	225,000.00
SUPPLIES AND SERVICES	**280,052.09**	**329,426.75**	**551,000.00**	**497,000.00**
6502 - DEPRECIATION EXPENSE	17,685.42	24,557.69	0.00	0.00
DEPRECIATION	**17,685.42**	**24,557.69**	**0.00**	**0.00**
6740 - EQUIPMENT	0.00	0.00	0.00	30,000.00
CAPITAL OUTLAY	**0.00**	**0.00**	**0.00**	**30,000.00**
EXPENDITURES	**297,737.51**	**353,984.44**	**551,000.00**	**527,000.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	0.00
GAIN/LOSS ON DISPOSAL OF ASSET	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**0.00**
Total 07806 - INFO TECH I.S. FUND	**(112,157.81)**	**(92,175.59)**	**(66,300.00)**	**(93,053.00)**

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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 2018	Actual 2019	Projected 2020	Projected 2021
# Projects	1	12	7	12

Budget Impact:

The Buildings Fund includes $16,950,000 for an Innovation Center, that will serve as a business incubator and support business training needs and post secondary education for the region's residents. This project is contingent upon successful Federal Funding. The City submitted a grant application for full funding of the project in the fall of 2020.

Capital Improvement Program:

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on September 15, 2020. The CIP book provides a summary of each project location, description and source and use of funds. The CIP book also provides a cashflow for the fund.

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2021 Annual Budget
Company: 07810- BUILDING I.S. FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07810 - BUILDING I.S. FUND				
REVENUES:				
4410 - FEDERAL GRANTS	0.00	0.00	(4,800,000.00)	(16,950,000.00)
INTERGOVERNMENTAL	**0.00**	**0.00**	**(4,800,000.00)**	**(16,950,000.00)**
4833 - INTEREST	(47,244.36)	(104,027.95)	(35,000.00)	(84,638.00)
4834 - CHANGE IN FAIR MARKET VALUE	2,351.28	(92,072.29)	0.00	0.00
4840 - RENTS	(579,399.96)	(1,037,000.04)	(1,084,200.00)	(1,086,500.00)
4845 - CONTRIBUTIONS	0.00	0.00	(2,750,000.00)	0.00
MISCELLANEOUS	**(624,293.04)**	**(1,233,100.28)**	**(3,869,200.00)**	**(1,171,138.00)**
CAPITAL CONTRIBUTIONS	**0.00**	**0.00**	**0.00**	**0.00**
REVENUES	**(624,293.04)**	**(1,233,100.28)**	**(8,669,200.00)**	**(18,121,138.00)**
EXPENDITURES:				
6204 - FURNISHINGS (NOT CAPITALIZED)	0.00	0.00	0.00	0.00
6215 - MATERIALS	0.00	0.00	0.00	0.00
6312 - ENGINEERING/DESIGN CONSULTANT	0.00	11,692.26	0.00	0.00
6315 - BUILDING MAINT.	91.44	41,736.30	0.00	0.00
6327 - OTHER PROF SERVICES	1,677.00	720.00	0.00	0.00
SUPPLIES AND SERVICES	**1,768.44**	**54,148.56**	**0.00**	**0.00**
6502 - DEPRECIATION EXPENSE	684,115.48	681,847.69	0.00	0.00
DEPRECIATION	**684,115.48**	**681,847.69**	**0.00**	**0.00**
6730 - BUILDINGS	0.00	13,098.23	0.00	0.00
6740 - EQUIPMENT	20,714.31	44,495.65	11,952,875.00	18,138,500.00
6765 - IMPROVEMENTS/INFRASTRUCTURE	0.00	19,692.90	0.00	0.00
CAPITAL OUTLAY	**20,714.31**	**77,286.78**	**11,952,875.00**	**18,138,500.00**
6890 - DEBT SERVICE - OTHER CHARGES	20,625.00	19,250.00	0.00	0.00
DEBT SERVICE	**20,625.00**	**19,250.00**	**0.00**	**0.00**
EXPENDITURES	**727,223.23**	**832,533.03**	**11,952,875.00**	**18,138,500.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	(2,084,504.30)	0.00	0.00
TRANSERS OUT	470,000.00	350,000.00	400,000.00	300,000.00
GAIN/LOSS ON DISPOSAL OF ASSET	45,535.70	(60,000.00)	0.00	0.00
OTHER FINANCING	**515,535.70**	**(1,794,504.30)**	**400,000.00**	**300,000.00**
Total 07810 - BUILDING I.S. FUND	**618,465.89**	**(2,195,071.55)**	**3,683,675.00**	**317,362.00**

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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).

Key Measures:

	Actual 2018	Actual 2019	Projected 2020	Projected 2021
Workers Compensation:				
Deductible	25,000	25,000	25,000	25,000
Amount Paid	20,728	38,682	45,000	47,000
Experience Modification (less than 1.0 is good)	.81	.90	.83	.89
General Liability:				
Deductible	50,000	50,000	50,000	50,000
Amount Paid	12,789	29,801	70,000	50,000
Liability Rating (less than 1.0 is good)	.874	.829	.831	.850

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2021 Annual Budget
Company: 07820- SELF INSURANCE I.S. FUND

Object Account	Actual 2018	Actual 2019	Budget 2020	Requested Budget 2021
07820 - SELF INSURANCE I.S. FUND				
REVENUES:				
4833 - INTEREST	(15,724.46)	(24,181.86)	(10,000.00)	(10,000.00)
4834 - CHANGE IN FAIR MARKET VALUE	5,788.04	(25,689.90)	0.00	0.00
4840 - RENTS	(858,641.76)	(865,673.27)	(950,000.00)	(1,053,000.00)
4843 - COMMISSIONS	(6,738.84)	(7,952.88)	(8,000.00)	(8,000.00)
4852 - INSURANCE DIVIDENDS/FEES	(26,150.00)	(24,282.00)	(20,000.00)	(20,000.00)
4853 - INSURANCE REIMBURSEMENT	(6,704.40)	(14,115.84)	(5,000.00)	(5,000.00)
MISCELLANEOUS	**(908,171.42)**	**(961,895.75)**	**(993,000.00)**	**(1,096,000.00)**
REVENUES	**(908,171.42)**	**(961,895.75)**	**(993,000.00)**	**(1,096,000.00)**
EXPENDITURES:				
6352 - LIABILITY	692,378.89	747,232.42	872,000.00	955,000.00
6471 - WELLNESS PROGRAM	0.00	5,000.00	0.00	1,000.00
SUPPLIES AND SERVICES	**692,378.89**	**752,232.42**	**872,000.00**	**956,000.00**
6610 - AWARDS & DAMAGES	33,517.10	68,482.64	80,000.00	120,000.00
MISCELLANEOUS EXPENSE	**33,517.10**	**68,482.64**	**80,000.00**	**120,000.00**
EXPENDITURES	**725,895.99**	**820,715.06**	**952,000.00**	**1,076,000.00**
OTHER FINANCING:				
TRANSFERS IN	0.00	0.00	0.00	0.00
OTHER FINANCING	**0.00**	**0.00**	**0.00**	**0.00**
Total 07820 - SELF INSURANCE I.S. FUND	**(182,275.43)**	**(141,180.69)**	**(41,000.00)**	**(20,000.00)**

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