



2021

BUDGET

City of Oakdale, MN



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2021 Budget Message

Honorable Mayor Reinke, Members of the Oakdale City Council, and Residents of Oakdale,

2020 has been an unprecedented year. As the new Oakdale City Administrator appointed in the midst of a global pandemic, economic shutdown, social unrest and elections at the National, State, and local levels, the preparation of the 2021 budget took on a new level of uncertainty. Fortunately, Oakdale is a mature city with significant development opportunities on the horizon. While the City Administrator is charged with preparing, recommending, and executing the annual city budget, our comprehensive budget process was a collaborative effort between the City Council and city staff working to thoughtfully and responsibly provide quality municipal services while planning for the future of Oakdale.

The following is the 2020 budget adopted by the Oakdale City Council.

Timeline

Throughout this budget preparation process and since March 13, 2020 (the date Governor Walz declared the first statewide executive emergency order in response to the COVID-19 pandemic), the City of Oakdale has made it a priority to ensure essential services continue for residents. Development of this year's budget began in April by engaging Department Heads on their department and divisional needs. In the subsequent months, the City Council held several workshop sessions on the various budget areas. All parties worked toward the common goal of limiting the growth of the local tax rate in order to minimize the tax impact on individual properties, while recognizing the need to increase the overall levy in order to maintain service levels and prepare for future infrastructure needs. In the end, these goals were met while submitting an inclusive budget to meet the needs of the community.

The preliminary tax levy provisions contained in the 2021 budget were affirmed by the Mayor and City Council on September 22, 2020 to comply with statutory requirements to certify the preliminary 2021 tax levy and adopt the Proposed 2021 Budget by September 30, 2020. Following this action by the Mayor and City Council, a presentation of the 2021 budget took place on December 8, 2020 followed by a Truth-in-Taxation hearing, at which time additional opportunities for public input occurred. Further, Washington County mails individual preliminary tax notices to all property owners in November which announces the Truth-in-Taxation hearing for public input. The final property tax levy and the final 2021 operating and capital budgets were approved by the City Council on December 8, 2020.

2021 Revenues and Expenditures

In 2020, we started to transition budgets back to departments so they have a more active role in managing their budget. Department heads reviewed expenses in 2018, 2019, 2020, and anticipated needs for 2021. Each department head submitted operational requests for 2021 with consideration of potential needs in 2022 and beyond. The City Administrator and Administrative Services Director met with each department and division director and reviewed budgets in great detail along with requests for additional funds. The City Administrator and Administrative Services Director provided recommendations to the City Council in several budget workshop sessions which included all elected officials and City Department Directors.

Continued on next page...

2021 Budget Message (Continued)

Looking forward, the 2022 budget process will encourage an even greater level of participation from staff and City Council than in previous years through a comprehensive strategic planning process. Additionally, staff will continue to make additional changes to the budget structure and publications in order to streamline the entire process.

There are a few items that will remain a top priority for future budget cycles. Service levels must be sufficient to meet the demands of an increasingly diverse population, provide a safe and healthy living environment, and to address citizen's concerns and City Council directives. The tax levy and budget are vitally important tools to address the long-range needs of the city, and provide an investment in quality of life items such as parks, neighborhoods, public safety, and infrastructure.

2021 Staffing

The staffing levels in the 2021 Budget reflects the addition of one full-time Finance Director and three full-time Firefighters.

The City Council approved the Finance Director position early in the budget process in recognition of the need to separate this function from other administrative tasks, in addition to needing a financial expert to be relied upon to lead the management of all financial aspects of a growing city.

The three new firefighter positions are expected to be hired by April 1, 2021 as part of the City's long term transition to a full-time fire service.

Conclusion

As always, the City encouraged participation of residents in the budget process throughout the year by including notices in the newsletter, updates on the website, broadcasts of regular meetings, and publications in the newspaper. Communication with the public continues to be a top priority, and all residents and property owners in Oakdale are encouraged to participate in the municipal process throughout the year.

I am pleased to present the 2021 Budget and thankful to all who participated in the budget process.

Respectfully Submitted,



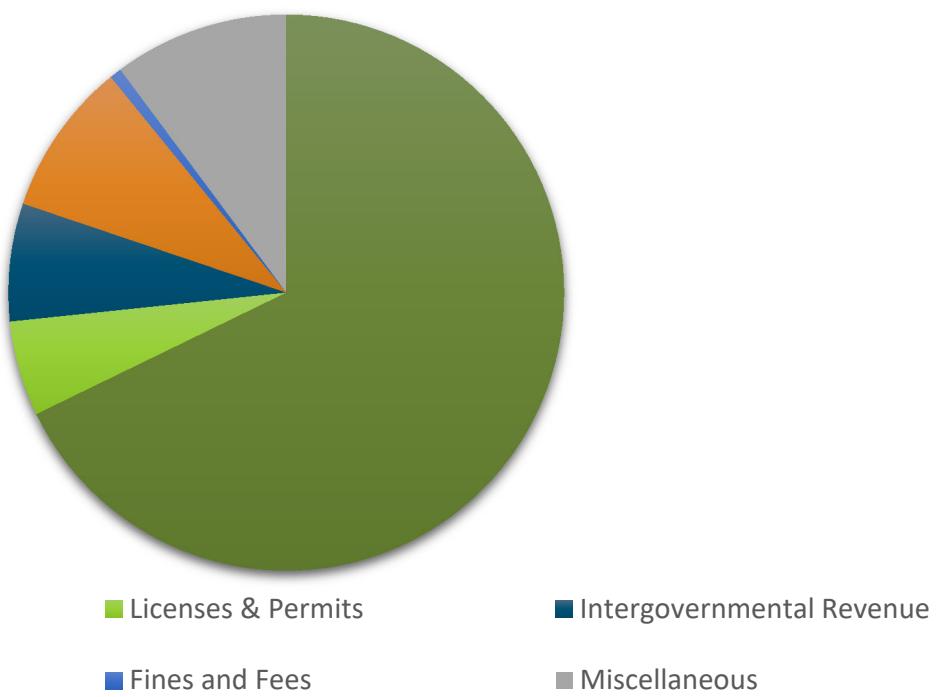
Christina M. Volkers
City Administrator

General Fund Revenue Summary

The City of Oakdale's primary source of revenue is property taxes, which makes up approximately 68% of the General Fund revenue. The next largest sources of revenue are classified as Miscellaneous Revenue and Charges for Services, and together they make up approximately 19% of the General Fund revenue. These areas are made up of rents paid from the City's enterprise or special revenue funds to support their use of City facilities and staff, franchise fees from gas and electric providers that occupy right-of-way access throughout the community, interest earned on investments, and charges to developers for planning and engineering work for projects throughout the community. The remaining 15% of General Fund revenues come from other governmental sources including state-funded programs like Local Government Aid, Highway Maintenance, and Police Town Aid; licenses for rental housing, liquor sales, and other licensed business operations; building, electrical, and plumbing permits, and fines and fees resulting from traffic and court proceedings.

Oakdale's total projected revenue has increased from \$13,649,846 in 2020 to \$14,512,075 in 2021, for an overall increase of 6.3%.

	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Taxes	\$8,509,690	\$8,717,052	\$9,066,046	\$9,839,075
Licenses & Permits	\$841,796	\$862,204	\$800,300	\$803,300
Intergovernmental Revenue	\$939,078	\$984,405	\$896,500	\$993,200
Charges for Services	\$1,197,946	\$1,243,838	\$1,185,500	\$1,297,000
Fines and Fees	\$122,550	\$111,681	\$132,000	\$100,000
Miscellaneous	\$1,016,228	\$1,242,333	\$1,569,500	\$1,479,500
Totals	\$12,627,288	\$13,161,514	\$13,649,846	\$14,512,075



2021 Property Tax Levy

General Fund Revenues		
Property Tax Revenue		9,716,075
LGA		262,700
Other Revenue Sources		4,533,300
Total General Fund Revenues		14,512,075
Designated Budgets		
CIP		200,000
Park CIP		100,000
Economic Development		55,000
Public Building Fund		440,000
Public Safety / Fire & Ambulance		300,000
Total Designated Budgets		1,095,000
General Obligation Bonds		
Bonds of 2011B		124,846
Bonds of 2012A		150,534
Bonds of 2013A		147,744
Bonds of 2014B		155,980
Bonds of 2015A		140,138
Bonds of 2015C		184,084
Bonds of 2016A		99,823
Bonds of 2017A		173,385
Bonds of 2018A		52,204
Bonds of 2019A		215,466
Bonds of 2020A		219,248
GO Bonds Subtotal		1,663,452
Certificates of Indebtedness		
Certificates of 2016B		224,910
Certificates of 2017B		223,965
Certificates of 2018B		230,738
Certificates of 2019B		204,750
Certificates of 2020B		174,106
Certificates Subtotal		1,058,469
Total Debt Service Budgets		2,721,921
2021 Property Tax Levy		
General Fund Budget	72%	9,716,075
Designated Budgets	8%	1,095,000
Debt Service Budgets	20%	2,721,921
2021 Final Property Tax Levy	100%	13,532,996

General Fund Revenue

Taxes, Licenses & Permits

Taxes					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
4	000	3011	000	Ad Valorem Taxes - Current	7,144,207	7,313,025	9,000,046	9,716,075
4	000	3012	000	Ad Valorem Taxes - Delinquent	3,532	14,302	55,000	30,000
4	000	3013	000	Fiscal Disparity - Current	1,297,575	1,293,742	-	-
4	000	3014	000	Fiscal Disparity - Delinquent	(28,005)	1,244	-	-
4	000	3015	000	Mobile Home Taxes	3,110	3,470	1,500	3,000
4	000	3017	000	Other Taxes	89,270	91,270	9,500	90,000
Subtotal					8,509,690	8,717,052	9,066,046	9,839,075

Licenses & Permits					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
4	000	3111	200	Cigarette Licenses	13,650	9,450	6,000	8,000
4	000	3112	200	Liquor Licenses	102,125	88,063	90,000	90,000
4	000	3113	200	Building/Moving/Sign Perm	2,618	2,156	2,300	2,300
4	000	3117	200	Garbage Hauler's Licenses	12,350	8,100	9,500	9,500
4	000	3120	200	Plumbing Permits - Business	5,670	6,407	-	6,000
4	000	3122	100	Misc Licenses & Permits - General Gov	9,401	6,535	-	6,000
4	000	3122	200	Misc Licenses & Permits - Public Safety	6,950	5,772	-	6,000
4	000	3122	300	Misc Licenses & Permits - Public Works	2,760	1,920	-	2,000
4	000	3123	200	Electrical Permits	23,676	27,302	25,000	25,000
4	000	3125	200	Fire Inspection	35,481	41,172	30,000	40,000
4	000	3126	200	Rental Housing License	157,165	152,390	200,000	155,000
4	000	3130	100	License Late Fees	150	400	-	-
4	000	3141	200	Pet Licenses	3,323	3,328	3,000	3,000
4	000	3142	200	Building/Moving Permits -	386,802	403,670	350,000	375,000
4	000	3143	100	Subdivision/PUD/Property	1,600	1,750	1,500	1,500
4	000	3144	200	Gas/Heat/Electrical Permi	53,057	72,589	50,000	50,000
4	000	3145	200	Plumbing Permits - Nonbus	22,678	26,491	15,000	20,000
4	000	3146	100	Spec. Use/Rezone/Site Pla	2,000	4,000	3,000	3,000
4	000	3147	100	Misc. Licenses & Permits	250	650	15,000	1,000
4	000	3148	200	Street Cleaning	90	60	-	-
Subtotal					841,796	862,204	800,300	803,300

General Fund Revenue

Intergovernmental Revenue, Charges for Services

Intergovernmental Revenue					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
4	000	3218	000	Other Fed Police	15,586	18,109	15,000	15,000
4	000	3231	000	Local Government Aid	192,838	196,447	225,000	262,700
4	000	3234	200	Police Town Aid - State	278,403	290,815	290,000	290,000
4	000	3235	300	Highway Maintenance Aid - State	263,543	272,130	225,000	260,000
4	000	3236	100	Homestead Credit Taxes	153	77	-	-
4	000	3237	100	PERA Aid	14,941	14,941	14,500	14,500
4	000	3237	200	Other State Revenue - Public Safety	33,236	40,648	-	25,000
4	000	3237	300	Other State Revenue - Public Works	9,756	-	-	-
4	000	3254	300	Other Local Gov Revenue - Public Works	-	-	-	-
4	000	3255	100	County Recycling Grant	57,436	73,435	60,000	52,000
4	000	3256	200	Police Services Provided - Schools	73,186	77,803	67,000	74,000
Subtotal					939,078	984,405	896,500	993,200

Charges for Services					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
4	000	3311	100	General Government Services	23,592	58,645	-	20,000
4	000	3312	300	Public Works	1,270	-	1,500	1,500
4	000	3314	100	Charges from Enterprise Funds	1,089,996	1,089,996	1,100,000	1,200,000
4	000	3316	100	Assessment Searches	-	105	-	-
4	000	3318	100	Planning & Engineering - Gen Gov	10,000	25,435	45,000	20,000
4	000	3318	300	Planning & Engineering - Public Works	23,802	29,748	-	25,000
4	000	3319	100	Charges for Services - Gen Gov	65	14	2,500	-
4	000	3319	200	Charges for Services - Public Safety	-	2,500	-	-
4	000	3320	300	Weed Cuts	4,356	1,947	-	-
4	000	3321	300	Vehicle Services	9,963	-	-	-
4	000	3323	200	Admin Citations	300	400	-	-
4	000	3324	200	Building Inspection Other	-	2,127	-	-
4	000	3331	200	Police Reports	60	1,453	-	-
4	000	3332	200	Animal Impound Fees	152	515	1,500	500
4	000	3335	200	NSF Check Collection Fees	35	-	-	-
4	000	3337	200	Pawn Shop Fees	20,492	18,032	15,000	15,000
4	000	3339	200	Misc. Services - Public Safety	13,863	12,920	20,000	15,000
Subtotal					1,197,946	1,243,838	1,185,500	1,297,000

General Fund Revenue

Fines and Fees, Misc. Revenue

Fines and Fees					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
4	000	3411	200	Court Fines	122,550	111,681	132,000	100,000
Subtotal					122,550	111,681	132,000	100,000
Misc. Revenue					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
4	000	3711	100	Interest on Investments	25,933	269,136	110,000	110,000
4	000	3712	100	Rents	150,000	150,000	150,000	150,000
4	000	3713	100	Sale of Goods	1,667	3,859	-	-
4	000	3715	100	Recoveries & Compensation	10,584	22,809	-	-
4	000	3716	100	Contributions & Donations	200	200	-	-
4	000	3717	100	Collect for Other Agencies	798	1,346	-	-
4	000	3718	100	Refunds & Reimbursements	8,551	10,842	10,000	10,000
4	000	3719	100	Misc. Revenue	8,823	6,237	75,000	60,000
4	000	3721	100	Cash Over/Short	-	1	-	-
4	000	3723	100	Fuel Billed	2,096	1,781	2,000	2,000
4	000	3724	100	Recycling Revenue	4,209	3,382	5,000	4,000
4	000	3725	200	Restitution	135	102	7,500	-
4	000	3727	100	Sale of Ads/Goods	530	795	1,000	1,000
4	000	3730	100	Franchise Fees	495,206	496,085	490,000	495,000
4	000	3775	100	Dividend s LMCIT	12,718	12,114	24,000	15,000
4	000	3814	300	Transfers from Communications	-	-	250,000	300,000
4	000	3814	100	Transfers from Other Funds	250,000	250,000	300,000	267,500
4	000	3815	100	Administration Fees - Construction	41,971	-	35,000	-
4	000	3815	100	Administration Fees - TIF	-	-	35,000	10,000
4	000	3817	100	Sale of Fixed Assets	2,810	13,643	-	-
4	000	3824	100	Developer Payments	-	-	20,000	-
				Reserve - Compensated Absences	-	-	55,000	55,000
Subtotal					1,016,228	1,242,333	1,569,500	1,479,500
TOTAL GENERAL FUND REVENUE					12,627,288	13,161,514	13,649,846	14,512,075

Transfers/Fund Balance

It is the City's policy to maintain a fund balance that sufficiently meets reserve requirements. The City adopted a formal Fund Balance Policy in 2011 to assure these needs will be met. Adequate fund balances are necessary to make sure cash flow needs are met and to provide for emergency appropriations and compensated absences. Periodically, the City may transfer a portion of unassigned funds to either help fund current operations or to a capital project fund where short term funding needs exist. The practice has enabled the city to complete several capital projects without the imposition of additional tax levies. At the end of 2019 the General Fund balance totaled \$9,654,638, with an unassigned balance of \$8,652,921.

Fund Balance Policy

I. Purpose

The purpose of this policy is to establish guidelines the City of Oakdale will use to maintain an adequate level of fund balance to provide for cash flow requirements, as well as emergency and contingency needs. Major revenues, including property taxes and other government aids are received in the second half of the City's fiscal year creating significant cash flow needs.

The purpose of this policy is to also establish specific guidelines the City of Oakdale will use to classify fund balances into categories based primarily on the extent to which the City is bound to honor constraints on specific purposes for which amounts in these funds can be spent.

II. Classification of Fund Balances as Required by GASB

1. Non-spendable

This category includes fund balances that cannot be spent because it is either not in spendable form or is legally or contractually required to be maintained intact. Examples include inventories and prepaid amounts.

2. Restricted

Fund balances should be reported as restricted when constraints placed on those resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

3. Committed

Fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. The committed amounts cannot be used for any other purposes unless the government removes or changes the specified use by taking the same type of action employed to commit those funds.

The City's highest level of decision-making authority is the City Council. The City Council shall, when deemed necessary, commit revenue sources for specified purposes by resolution. This formal action must occur prior to the end of the reporting period, however, the amount subject to the constraint may be determined in the subsequent period. To remove the constraint on specified use of committed resources, the City Council shall pass a resolution.

Fund Balance Policy (cont.)

4. Assigned and Authority to Assign

Amounts that are constrained by government's intent to use for specified purposes, but are neither restricted nor committed. Assigned fund balance in the General Fund includes amounts that are intended to be used for specific purposes, such as payouts of compensated absences.

The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specific purposes to the City Administrator and/or the Administrative Services Director.

II. General Fund Cash Flow Policy

The General Fund is established to account for all revenues and expenditures that are not required to be accounted for in other funds. Revenue sources include property taxes, licenses and permit fees, fines and forfeits, service charges, intergovernmental revenues, investment interest earnings, and transfers. The General Fund's resources finance a wide range of functions including the operation of general government, public safety, and public works.

Since a significant source of revenue in the General Fund comes from property taxes and other government revenue, maintaining a fund balance that is equal to 5.5 months (or 45.84%) of operating expenditures ensures that sufficient resources are available to fund basic City functions between property tax settlements. This balance will be classified as "Unassigned Funds". For that purpose the City will strive to maintain an unassigned minimum fund balance in the General Fund in the range of 50% of the of the subsequent year's budgeted expenditures.

"Assigned Funds" shall include an amount equal to 10% of the ensuing year's expenditures. For the purpose of this policy, an emergency expenditure is defined as an unexpected and unavoidable need to expend funds in excess of \$25,000, which is either not budgeted for or exceeds a budgeted allocation. The nature of the expenditure would also be something that is not expected to reoccur, or would be included in ensuing years budgets if it was to be ongoing.

IV. Cash Flow Assumptions

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, 3) unassigned. These fund balance classifications apply only to Governmental Funds, not Enterprise Funds.

General Fund Expenditure Summary

The overall 2021 General Fund budgeted expenditures total \$14,512,075, which represents a 6.3% increase over the 2020 approved General Fund expenditures. The City of Oakdale has worked hard to keep operating costs low year after year by finding efficiencies in operational costs and processes, reducing and sharing equipment when possible, and realigning expenditures to reflect accurate program areas. The 2021 General Fund expenditures include appropriate wage and benefit adjustments for employees, including a 3% cost of living adjustment from 2020.

A summary of budget expenditures by department is below. Detailed department budgets are included in subsequent sections of this document. Additionally, the departmental staffing counts, primary objectives, and departmental overviews are included for each department.

Expenditures	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
City Council	\$82,325	\$85,840	\$86,594	\$76,130
Administration	\$2,397,562	\$2,504,674	\$2,476,853	\$2,961,874
Administration	\$664,239	\$564,895	\$606,322	\$652,723
IT	\$348,559	\$374,683	\$372,100	\$417,927
Legal	\$295,859	\$302,979	\$331,905	\$346,534
Finance	\$1,088,904	\$1,192,039	\$1,071,914	\$1,416,920
Communications	\$-	\$70,077	\$94,612	\$127,770
Community Development	\$567,716	\$566,107	\$624,817	\$592,755
Police	\$5,258,810	\$5,306,142	\$5,659,719	\$5,848,404
Administration	\$1,264,831	\$1,187,413	\$1,460,078	\$1,545,304
Operations	\$3,830,130	\$3,933,515	\$4,025,141	\$4,111,000
City Hall Building Maintenance	\$163,850	\$185,214	\$174,500	\$192,100
Fire	\$979,695	\$966,412	\$976,857	\$1,096,150
Building Inspections	\$411,136	\$427,286	\$446,268	\$434,348
Recreation	\$109,448	\$112,176	\$117,572	\$128,620
Public Works	\$2,897,557	\$3,138,932	\$3,256,615	\$3,373,794
Engineering	\$449,999	\$472,559	\$501,844	\$531,955
Park Maintenance	\$745,106	\$779,255	\$792,340	\$816,423
Building Maintenance	\$177,415	\$169,263	\$268,612	\$156,250
Forestry	\$297,546	\$347,500	\$329,284	\$389,273
Street Maintenance	\$854,096	\$988,496	\$951,349	\$1,058,060
Fleet	\$373,394	\$381,859	\$413,185	\$421,833
General Fund Total Expenditures	\$12,704,248	\$13,107,568	\$13,645,295	\$14,512,075

Administration and Administrative Services

The Administration Department is responsible for executing the policies set forth by the City Council, as well as managing the operations of the various city departments, divisions, and collective bargaining agreements.

The Administrative Services Department's major functions include: budget preparation and fiscal policy management, financial reporting, utility billing, human resources activities, communications, IT services, licensing, customer service, and records retention.

Primary Objectives

- Be a responsible steward of community resources, both fiscal and natural.
- Promote ethical behavior, diversity, and honesty by example.
- Address citizen concerns and City Council directives in a direct and timely manner.
- Upgrade financial software to increase staff efficiency and reporting capabilities.
- Software enhancement for the City's website to offer online completion, submittal, and payment for the city's 80+ forms and applications.
- Continued migration towards virtualization to reduce our carbon footprint and simplify administration and maintenance operations.

2021 Staffing

General Administration

- 1 City Administrator
- 1 Administrative Services Director
- 1 City Clerk
- 1 Licensing Clerk
- 2 Part-time Customer Service Specialists

Finance Division

- 1 Finance Director
- 1 Accounting Supervisor
- 1 Bookkeeper/Payable Specialist
- 1 Utility Billing Supervisor/Payroll Specialist
- 2 Utility Billing/Customer Service/Cashier

Communications Division

- 1 Communications Specialist

Information Technology Division

- 1 IT Specialist
- Metro Inet

Legal

- 1 Prosecuting Attorney
- 1 Administrative Assistant

Administration and Administrative Services

Administrative Division

Administrative Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	025	4100	002	Wages-Regular	361,517	313,703	288,677	384,700
5	025	4111	002	Wages-Overtime	2,588	4,146	2,500	5,000
5	025	4115	002	Wages-Part time	-	1,665	-	-
5	025	4120	002	Wages-Temporary	-	7,040	-	10,000
5	025	4140	002	Employer PERA	26,417	27,035	21,650	30,000
5	025	4141	002	Employer 401(a)	-	-	-	8,000
5	025	4145	002	Employer FICA	25,888	27,316	22,275	27,250
5	025	4150	002	Employer Insurance	50,839	50,869	39,840	55,643
Subtotal					467,248	431,775	374,942	520,593
Materials and Supplies								
5	025	4200	002	Office Supplies	1,698	2,001	1,800	-
5	025	4209	002	In House Copying	44	-	-	17,000
5	025	4210	002	Printing, Binding & Copying	17,245	16,455	20,000	-
5	025	4211	002	Operating Supplies	34	584	-	8,900
5	025	4299	002	Other Materials & Supplies	974	2,014	1,600	-
Subtotal					19,995	21,055	23,400	25,900
Contractual Services								
5	025	4300	002	Professional Services	-	7,550	22,500	55,000
5	025	4301	002	Other Contractual Service	900	916	-	-
5	025	4324	002	License & Permit Fees	2,683	62	-	-
5	025	4330	002	Postage & Meter Fees	59	-	100	15,000
5	025	4331	002	Telephone	500	-	500	1,080
5	025	4340	002	Travel Expenses	1,947	1,589	3,000	-
5	025	4341	002	Transportation Allowances	4,800	4,062	5,000	4,000
5	025	4344	002	Books & Publications	921	757	800	500
5	025	4345	002	Dues & Subscriptions	17,658	9,748	19,000	19,000
5	025	4346	002	Meetings, Conferences, & Travel	4,097	5,586	7,000	10,000
5	025	4359	002	Recording Fees	749	270	850	850
5	025	4360	002	Legal & Public Notices/Ad	-	-	200	200
Subtotal					34,315	30,540	58,950	105,630
Repairs & Maintenance								
5	025	4402	002	Repairs & Maintenance	450	600	-	600
Subtotal					450	600	-	600
					67,510	6,640	44,000	-
					74,722	74,286	105,030	-
*line item detail provided in the appendix, pg. 92								
Administration Division Subtotal					664,239	564,895	606,322	652,723

Administration and Administrative Services

IT Division

IT Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	081	4100	008	Wages-Regular	78,803	83,275	87,912	90,475
5	081	4111	008	Wages-Overtime	5,586	5,979	5,000	5,000
5	081	4140	008	Employer PERA	6,284	6,615	6,968	7,161
5	081	4145	008	Employer FICA	6,420	6,789	7,110	7,304
5	081	4150	008	Employer Insurance	10,105	10,062	9,615	11,037
Subtotal					107,198	112,721	116,605	120,977
Materials and Supplies								
5	081	4200	008	Office Supplies	312	237	300	-
5	081	4211	008	Operating Supplies	2,952	2,636	4,100	4,000
5	081	4299	008	Other Materials & Supplies	147	168	-	-
Subtotal					3,410	3,041	4,400	4,000
Contractual Services								
5	081	4300	008	Professional Services	11,795	10,885	15,600	279,185
5	081	4301	008	Other Contractual Service	179,185	185,488	175,000	-
5	081	4324	008	License & Permits Fees	37,746	45,185	45,000	-
5	081	4331	008	Telephone	1,092	941	1,320	1,000
5	081	4340	008	Travel Expenses	195	233	300	-
5	081	4344	008	Books & Publications	371	449	425	500
5	081	4345	008	Dues & Subscriptions	29	30	100	100
5	081	4346	008	Meetings, Conferences, & Travel	1,395	8,412	5,300	5,300
5	081	4399	008	Other Services	88	39	250	-
Subtotal					231,896	251,662	243,295	286,085
Capital and Other								
5	081	4402	008	Repair & Maintenance Equip	5,708	5,311	7,300	6,365
5	081	4705	008	Capital Outlay under \$5,000	347	1,948	500	500
Subtotal					6,055	7,259	7,800	6,865
IT Division Subtotal					348,559	374,683	372,100	417,927

Administration and Administrative Services

Legal Division

Legal Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	029	4100	002	Wages-Regular	177,152	183,641	183,200	188,705
5	029	4111	002	Wages-Overtime	14,497	24,199	-	-
5	029	4115	002	Wages-Part time	-	1,378	-	-
5	029	4140	002	Employer PERA	13,893	15,439	13,740	16,028
5	029	4145	002	Employer FICA	14,585	15,977	14,015	16,349
5	029	4150	002	Employer Insurance	21,666	21,926	20,750	22,152
Subtotal					241,793	262,561	231,705	243,234
Materials and Supplies								
5	029	4200	002	Office Supplies	512	415	-	-
5	029	4210	002	Printing	625	-	600	600
5	029	4211	002	Operating Supplies	-	87	-	-
Subtotal					1,137	502	600	600
Contractual Services								
5	029	4301	002	Other Contractual Services	1,500	2,000	2,000	-
5	029	4318	002	Legal Fees - Labor	-	-	27,000	27,000
5	029	4320	002	Legal Fees - Civil	48,580	34,702	70,000	70,000
5	029	4321	002	Legal Fees - Criminal Issues	-	-	-	2,000
5	029	4340	002	Travel Expenses	-	26	-	-
5	029	4344	002	Books & Publications	667	478	100	500
5	029	4345	002	Dues & Subscriptions	536	536	-	600
5	029	4346	002	Meetings, Conferences, & Travel	-	495	500	1,000
5	029	4399	002	Other Services	1,646	1,680	-	1,600
Subtotal					52,929	39,917	99,600	102,700
Legal Division Subtotal					295,859	302,979	331,905	346,534

Administration and Administrative Services

Finance Division

Finance Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	030	4100	003	Wages-Regular	358,924	389,538	360,542	610,870
5	030	4111	003	Wages-Overtime	941	5,631	500	10,000
5	030	4140	003	Employer PERA	26,194	26,168	27,041	45,850
5	030	4145	003	Employer FICA	25,293	28,790	27,581	46,750
5	030	4150	003	Employer Insurance	79,421	77,762	48,620	127,000
Subtotal					490,774	527,889	464,284	840,470
Materials and Supplies								
5	030	4200	003	Office Supplies	2,040	1,691	4,000	4,000
5	030	4209	003	In House Copying	230	255	-	-
5	030	4210	003	Printing, Binding & Copying	2,254	199	4,000	4,000
5	030	4211	003	Operating Supplies	769	832	1,000	1,000
Subtotal					5,293	2,978	9,000	9,000
Contractual Services								
5	030	4300	003	Professional Services	34,340	43,443	57,300	200,000
5	030	4301	003	Other Contractual Service	3,275	2,616	8,000	-
5	030	4324	003	Licenses & Permits	-	120	-	-
5	030	4331	003	Telephone	500	700	500	500
5	030	4340	003	Travel Expenses	19	361	550	-
5	030	4341	003	Transportation Allowance	1,200	3,092	-	-
5	030	4344	003	Books & Publications	32	-	300	300
5	030	4345	003	Dues & Subscriptions	2,358	275	1,100	1,100
				Insurance	-	-	-	360,000
5	030	4346	003	Meetings, Conferences, & Travel	431	1,884	5,000	5,550
Subtotal					42,156	52,491	72,750	567,450
Capital and Other								
5	030	4600	003	Miscellaneous	15	-	-	-
5	030	4610	003	Cash Short	48	1	-	-
5	030	4702	003	Furniture & Fixtures	-	-	500	-
5	030	4705	003	Capital Outlay under \$5,000	2,841	-	-	-
Subtotal					2,904	1	500	-
Property Assessments/Utilities*					260,235	260,791	288,730	-
General Personnel*					8,207	8,153	4,150	-
Risk Management*					279,335	339,735	232,500	-
*line item detail provided in the appendix, pg. 93								
Finance Division Total					1,088,904	1,192,039	1,071,914	1,416,920

Administration and Administrative Services

Communications Division

Communications Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	032	4100	003	Wages-Regular	-	65,706	68,893	72,800
5	032	4140	003	Employer PERA	-	324	5,158	5,460
5	032	4145	003	Employer FICA	-	466	5,261	5,570
5	032	4150	003	Employer Insurance	-	-	11,500	11,040
Subtotal					-	66,495	90,812	94,870
Materials and Supplies								
5	032	4210	003	Printing, Binding & Copying	-	-	-	17,000
5	033	4299	003	Marketing & Promotional	-	-	-	2,000
4	034	4211	003	Operating Supplies	-	-	-	9,000
Subtotal					-	-	-	28,000
Contractual Services								
5	032	4331	003	Telephone	-	600	600	600
5	033	4344	003	Books & Publications	-	-	-	300
5	032	4345	003	Dues & Subscriptions	-	660	1,000	1,000
5	032	4346	003	Meetings, Conferences, & Travel	-	2,322	2,200	3,000
Subtotal					-	3,582	3,800	4,900
Communications Division Subtotal					-	70,077	94,612	127,770
DEPT TOTAL - ADMINISTRATIVE SERVICES					2,397,562	2,504,674	2,476,853	2,961,874

Building Inspections

The Building Inspection Department provides quality service with uniform enforcement of all building codes and ordinances. The department is responsible for enforcing all requirements of the State Building Code and all other applicable codes and regulations for new construction or alterations of existing structures in Oakdale. The department licenses and inspects all rental housing in the city and also responds to and inspects all code complaints and provides the appropriate follow up.

Primary Objectives

- A significant amount of new building, electrical, energy, fire, handicap, mechanical, and plumbing codes came into effect in 2020.
- Preparing for the new large scale developments including Willowbrooke and Helmo Station.
- Continue with enforcement of the rental housing program. Educate and work with the property owners on the minimum requirements for providing safe environments for their renters.
- Provide community education through our newsletter and social media on ordinances and the positive effect it has within the community. Be pro-active as well as re-active on ordinance violations.

2021 Staffing

- 1 Building Official
- 1 Building Inspector
- 1 Administrative Assistant
- 1 Code Inspector

Building Inspections					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	070	4100	028	Wages-Regular	292,527	304,071	316,165	300,960
5	070	4140	028	Employer PERA	21,791	22,644	23,615	22,575
5	070	4145	028	Employer FICA	21,511	22,323	24,100	23,025
5	070	4150	028	Employer Insurance	49,768	49,423	50,788	57,288
Subtotal Personnel Services					385,597	398,462	414,668	403,848
Materials and Supplies								
5	070	4200	028	Office Supplies	176	202	500	-
5	070	4210	028	Printing, Binding & Copying	73	202	200	-
5	070	4211	028	Operating Supplies	69	335	200	800
5	070	4230	028	Uniforms and Clothing	166	-	500	-
Subtotal Materials and Supplies					484	738	1,400	800
Contractual Services								
5	070	4300	028	Professional Services	18,829	21,842	20,000	22,000
5	070	4301	028	Other Contractual Service	-	-	100	-
5	070	4324	028	License & Permits Fees	170	-	100	100
5	070	4331	028	Telephone	1,590	1,540	1,500	1,500
5	070	4340	028	Travel Expenses	188	712	900	-
5	070	4344	028	Books & Publications	122	-	500	500
5	070	4345	028	Dues & Subscriptions	665	395	600	600
5	070	4346	028	Meetings, Conferences, & Travel	3,490	3,597	6,500	5,000
Subtotal Contractual Services					25,054	28,085	30,200	29,700
DEPT TOTAL - BUILDING INSPECTIONS					411,136	427,286	446,268	434,348

Community Development

The Department of Community Development, Redevelopment and Planning carries out the objectives and policies of the comprehensive plan to facilitate orderly growth and development in the community. The Department's areas of responsibility include: actively pursuing opportunities for redevelopment, promoting and coordinating development and planning activities, preparation and review of plans and designs, administration of zoning and subdivision ordinances, and gathering and evaluating information relating to the development and implementation of environmental projects.

Primary Objectives

- Gold Line Bus Rapid Transit
- Bike and Pedestrian Plan
- Helmo Station Small Area Plan
- Tanners Lake redevelopment
- Willowbrooke development

2021 Staffing

- 1 Community Development Director
- 1 City Planner
- 2 Senior Community Development Specialists

Community Development

Community Development					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	040	4100	004	Wages-Regular	304,646	310,626	333,831	377,000
5	040	4111	004	Wages-Overtime	4,815	1,026	-	-
5	040	4120	004	Wages-Temporary (intern)	13,712	6,348	24,000	26,945
5	040	4140	004	Employer PERA	23,980	23,731	24,954	28,270
5	040	4145	004	Employer FICA	24,373	23,805	25,453	28,835
5	040	4150	004	Employer Insurance	58,752	57,141	46,500	57,210
Subtotal Personnel Services					430,279	422,677	454,738	518,260
Materials and Supplies								
5	040	4200	004	Operating Supplies	860	1,425	750	5,750
5	040	4210	004	Printing/Binding/Copying	62	-	500	-
5	040	4299	004	Other Materials & Supplies	46	21	-	-
Subtotal Materials and Supplies					968	1,445	1,250	5,750
Contractual Services								
5	040	4300	004	Professional Services	24,695	29,817	71,500	5,000
5	040	4301	004	Other Contractual Services	5,477	1,151	9,000	-
5	040	4900	004	Transfer to Comm & ED Fund				39,500
5	040	4324	004	License & Permits Fees	20	-	1,400	2,500
5	040	4331	004	Telephone	-	577	1,560	-
5	040	4340	004	Travel Expense	1,384	756	-	-
5	040	4341	004	Transportation Allowances	3,600	3,600	4,100	4,100
5	040	4344	004	Books & Publications	2,039	1,181	427	1,205
5	040	4345	004	Dues & Subscriptions	9,371	4,492	1,080	3,900
5	040	4346	004	Meetings, Conferences, & Travel	6,183	6,549	10,000	8,040
5	040	4360	004	Legal & Public Notices	-	-	-	2,500
5	040	4399	004	Commission Per Diem	-	-	-	2,000
Subtotal Contractual Services					52,770	48,125	99,067	68,745

Recycling/Environmental Services*	78,859	93,860	69,762	-
Solar Lease*	4,840	-	-	-

*line item detail provided in the appendix, pg. 94

DEPT TOTAL - COMMUNITY DEVELOPMENT	567,716	566,107	624,817	592,755
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Council and Commissions

The City of Oakdale is a Statutory “Plan A” city that allows for a five member at-large city council elected for staggered four year terms. The members of the City Council also comprise the Housing and Redevelopment Authority for Oakdale.

Five citizen advisory boards serve Oakdale; Economic Development, Environmental Management, Parks and Recreation, Planning, and Tree Board. The respective boards and commissions are charged with the role of evaluating the needs and requests of the community and making recommendations to the City Council.

As the legislative branch of city government the City Council may:

- Create departments and advisory boards, appoint or remove officers, employees, and agents for the city in accordance with state law, personnel policies, contracts or ordinances.
- Prescribe the duties, compensation, and employment conditions for its employees.
- Make an annual tax levy and exercise full authority over the financial affairs of the city.
- Set policy for the City of Oakdale.

Primary Objectives

- Provide a wide array of high-quality yet cost-efficient services, programs and events to the community.
- Engage residents and businesses in community awareness, education and events.
- Meet or exceed in all areas that improve quality of life for all residents and businesses.
- Encourage and foster orderly, quality development and redevelopment.

City Council					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	020	4100	001	Wages-Regular	37,858	37,816	36,480	36,480
5	020	4111	001	Wages-Overtime	5,216	5,045	5,200	-
5	020	4140	001	Employer PERA	2,310	1,941	1,824	1,850
5	020	4145	001	Employer FICA	3,286	3,260	2,790	2,800
Subtotal Personnel Services					48,670	48,061	46,294	41,130
Materials and Supplies								
5	020	4210	001	Printing	101	-	-	-
5	020	4211	001	Operating Supplies	1,135	551	500	4,000
5	020	4299	001	Other Materials & Supplies	2,318	4,255	2,000	-
Subtotal Materials and Supplies					3,553	4,806	2,500	4,000
Contractual Services								
5	020	4300	001	Professional Services	-	2,500	-	-
5	020	4340	001	Travel Expenses	-	582	1,400	-
5	020	4345	001	Dues & Subscriptions	20,563	22,330	20,000	23,000
5	020	4346	001	Meetings, Conferences, & Travel	6,081	3,897	6,000	6,000
5	020	4360	001	Legal & Public Notices/Ad	1,271	1,923	2,500	2,000
Subtotal Contractual Services					27,915	31,232	29,900	31,000

Planning Commission*	766	497	2,850	-
Economic Development Commission*	580	289	2,750	-
Parks and Rec Commission*	841	955	2,300	-

*line item detail provided in the appendix, pg. 95-96

Fire

The Fire Department has a combination staff of full-time and paid-on-call firefighters, the latter are members of the Oakdale Volunteer Fire Department, Inc., an organization independent of the City of Oakdale. The Fire Department provides fire, ambulance, and fire code enforcement services.

Primary Objectives

- Continue to provide fire/life safety inspections program for commercial properties.
- Begin transition to an all career department; hire three more/new firefighters with a start date of April 1, 2021.
- Expand the current voluntary fall prevention and home inspection visits program started in 2019.
- Maintain POC membership numbers to support career staff.
- Keeping the training and knowledge of all members current in relation to ever changing technologies and procedures
- Continue to improve the level of emergency response at a reasonable cost to taxpayers.

2021 Staffing

- 1 Fire Chief
- 1 Assistant Fire Chief
- 15 Career Firefighter/EMT-Paramedics
- 20 Paid On Call Firefighters
- 1 Administrative Assistant

Fire					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	062	4100	026	Salary & Wages Regular	250,770	264,047	284,483	361,500
5	062	4115	026	Wages - Part Time	18,801	19,038	-	-
5	062	4140	026	Employer-PERA	40,702	43,906	45,405	61,400
5	062	4145	026	Employer-FICA	4,924	5,184	5,519	6,850
5	062	4150	026	Employer Insurance	48,195	47,718	45,800	71,150
Subtotal Personnel Services					363,393	379,892	381,207	500,900
Materials & Supplies								
5	062	4210	026	Printing	33	-	-	-
5	062	4220	026	Motor Fuel	22,672	22,446	20,000	21,000
5	062	4230	026	Uniforms & Clothing	479	804	900	900
Subtotal Materials & Supplies					23,184	23,249	20,900	21,900
Contractual Services								
5	062	4300	026	Professional Services	568,660	541,500	552,750	552,250
5	062	4301	026	Other Contractual Services	2,152	2,152	-	-
5	062	4324	026	Licenses & Permits	100	100	-	100
5	062	4332	026	Radio Services	22,207	19,519	22,000	21,000
Subtotal Contractual Services					593,119	563,271	574,750	573,350
DEPT TOTAL - FIRE					979,695	966,412	976,857	1,096,150

Police

The Police Department is responsible for the prevention of crime and the apprehension of those offenders violating the law. The department is also responsible for maintaining order in the community, including tasks such as the resolution of family or neighbor disputes, the management of loud noise complaints and animal control. Finally, the department is responsible for the introduction of community policing and crime prevention principles to the community at large in an effort to enhance the personal security of all residents and visitors.

Primary Objectives

- Redistribute personnel resources to improve initial call response and general investigation capabilities. This will be accomplished by reassigning officers from regional task force participation back to general police operations, as well as merging the Community Affairs function into the general patrol work schedule.
- Fully fund our participation as a member of the HERO Center training complex in Cottage Grove.
- Continue with its annual planned replacement of vehicles and technology, allowing it to take advantage of various upgrades and improvements in the equipment it needs
- Meet all of the training requirements established by the State of Minnesota and the Minnesota Peace Officers Standards and Training Board
- Allocate funding for the development of a tailored wellness assessment program for police department employees, including access to independent counseling and psychological services.

2021 Staffing

- 1 Police Chief
- 1 Police Captain
- 1 Administrative Director
- 5 Police Sergeants
- 25 Police Officers
- 1 Investigative Aide
- 1 Diversion Services Coordinator
- 2.5 Community Service Officers
- 2 Records Technicians
- 1 Data Entry Clerk

Administration Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	050	4100	025	Wages-Regular	557,098	548,738	609,193	750,000
5	050	4111	025	Wages-Overtime	11,997	11,951	6,600	9,000
5	050	4115	025	Wages-Part Time	12,998	14,877	26,612	-
5	050	4125	025	Wages-Part Time OT	-	186	-	-
5	050	4140	025	Employer PERA	65,265	69,280	70,820	84,000
5	050	4145	025	Employer FICA	29,242	29,579	30,350	40,100
5	050	4150	025	Employer Insurance	102,373	94,549	84,550	113,000
5	050	4162	025	Holiday Pay	26,554	26,378	40,000	40,000
5	050	4199	025	Severance Pay	-	-	25,000	25,000
Subtotal Personnel Services					805,527	795,537	893,125	1,061,100
Materials and Supplies								
5	050	4200	025	Office Supplies	9,162	7,643	15,800	-
5	050	4210	025	Printing, Binding & Copying	5,816	2,080	5,400	-
5	050	4211	025	Operating Supplies	76,953	46,472	60,515	84,600
5	050	4220	025	Motor Fuels	-	-	-	65,000
5	050	4230	025	Uniforms & Clothing	1,168	1,599	4,450	4,700
Subtotal Materials and Supplies					93,099	57,794	86,165	154,300
Contractual Services								
5	050	4300	025	Professional Services	1,315	4,316	8,300	75,500
5	050	4301	025	Other Contractual Service	26,903	29,906	41,050	-
5	050	4304	025	Contract Animal Services	5,071	6,175	7,500	7,500
5	050	4310	025	EDP Services	79,550	61,897	120,000	120,000
5	050	4324	025	License & Permits Fees	1,172	1,272	2,050	2,000
5	050	4325	025	Prevention Programs	-	-	-	4,600
5	050	4331	025	Telephone	28,994	30,350	29,000	30,500
5	050	4341	025	Transportation Allow.	4,980	4,980	4,980	4,980
5	050	4345	025	Dues & Subscriptions	1,089	1,701	2,524	2,524
5	050	4346	025	Meetings, Conferences, & Travel	2,439	3,328	8,400	8,400
Subtotal Contractual Services					151,513	143,925	223,804	256,004
Capital and Other								
5	050	4402	025	Repair & Maint - Equipment	486	1,240	3,900	3,900
5	050	4403	025	Repair & Maint - Vehicles	1,309	-	-	70,000
5	050	4701	025	Capital Outlay under \$5,000	1,451	-	-	-
SUBTOTAL CAPITAL AND OTHER					3,246	1,240	3,900	73,900
Juvenile Services*					97,927	102,337	105,684	-
Police Vehicles*					109,187	83,279	136,000	-
Prevention Programs*					4,331	3,301	11,400	-
*line item detail provided in the appendix, pg. 97								
ADMINISTRATION DIVISION TOTAL					1,264,831	1,187,413	1,460,078	1,545,304

Operations Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	054	4100	025	Wages-Regular	522,128	461,538	539,709	2,797,500
5	054	4111	025	Wages-Overtime	46,082	54,800	71,520	220,000
5	054	4140	025	Employer PERA	82,811	78,221	92,200	528,000
5	054	4145	025	Employer FICA	11,533	10,969	12,515	48,000
5	054	4150	025	Employer Insurance	94,746	65,721	66,500	450,500
Subtotal Personnel Services					757,300	671,249	782,444	4,044,000
Materials and Supplies								
5	054	4230	025	Uniforms & Clothing	9,450	7,875	10,750	42,000
Subtotal Materials and Supplies					9,450	7,875	10,750	42,000
Contractual Services								
5	054	4346	025	Meetings, Conferences, & Travel	4,875	896	8,300	25,000
Subtotal Contractual Services					4,875	896	8,300	25,000

Patrol*	3,058,505	3,253,495	3,223,647	-
*line item detail provided in the appendix, pg. 98				

OPERATIONS DIVISION TOTAL	3,830,130	3,933,515	4,025,141	4,111,000
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City Hall Building Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Materials and Supplies								
5	089	4211	024	Operating Supplies	8,638	5,509	11,500	11,500
5	089	4240	024	Repair & Maint Supplies	218	126	-	-
5	089	4241	024	Equipment Parts	123	61	-	-
Subtotal Materials and Supplies					8,978	5,696	11,500	11,500
Contractual Services								
5	89	4300	024	Professional Services	-	-	-	75,000
5	089	4301	024	Other Contractual Service	74,601	104,743	57,500	-
5	089	4324	024	Licenses & Permits	100	100	-	100
5	089	4331	024	Telephone	15,617	15,899	20,000	20,000
5	089	4380	024	Electric Service	64,023	58,245	60,000	60,000
5	089	4384	024	Trash Removal	531	530	500	500
Subtotal Contractual Services					154,872	179,518	138,000	155,600
Capital and Other								
5	089	4401	024	Repair & Maintenance Building	-	-	25,000	25,000
5	089	4700	024	Capital Outlay Other	-	-	-	-
Subtotal Capital and Other					-	-	25,000	25,000

Subtotal City Hall Maintenance	163,850	185,214	174,500	192,100
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DEPT TOTAL - POLICE	5,258,810	5,306,142	5,659,719	5,848,404
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Public Works

Public Works includes engineering, parks, forestry, streets, public buildings (excluding maintenance at City Hall), and vehicle maintenance. Water, sewer, storm water, and street lighting system services are provided as utility enterprises (i.e., not the tax-supported General Fund).

Primary Objectives

Engineering Division

- Work with other public agencies on the delivery of partnership projects – Ideal Avenue, Gold Line BRT, Well Treatment Plant 7.

Forestry & Environmental Services Division

- Maintain the landscaped areas within City rights-of-way and parks.
- Manage the diseased tree program – Emerald Ash Borer, Oak Wilt, and Dutch Elm.
- Manage invasive plant species – Buckthorn, Oriental bitter sweet, Black Swallow Wart.
- Maintain the storm sewer system and ponding areas.

Parks Division

- Maintain our parks, paths/sidewalks and several public buildings.
- Manage and provide services for Summerfest.

Street & Fleet Division

- Maintain and prepare the city's vehicles for service to: police, fire, public works, and administration.
- Maintain streets and signs, plowing, patching.

Utilities Division

- Maintain the water, sanitary sewer, and street lighting systems.
- Provide for the treatment of drinking water.

2021 Staffing

Engineering Division

- 1 Public Works Director/City Engineer
- 1 Senior Engineering Technician
- 1 GIS Coordinator
- 2 Administrative Assistants

Forestry & Environmental Services Division

- 1 Forestry and Environmental Services Superintendent/City Forester
- 4 Maintenance Personnel

Parks Division

- 1 Parks & Buildings Superintendent
- 5 Maintenance Personnel

Street Division

- 1 Street Superintendent
- 5 Maintenance Personnel

Utility Division

- 1 Utilities Superintendent
- 7 Maintenance Personnel

Fleet Division

- 2 Mechanics

Engineering Division					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	095	4100	009	Wages-Regular	337,913	353,203	363,600	377,365
5	095	4111	009	Wages- Overtime	108	-	2,500	2,500
5	095	4120	009	Intern - Willowbrooke	-	-	-	8,000
5	095	4140	009	Employer PERA	24,792	25,914	27,458	28,490
5	095	4145	009	Employer FICA	24,183	25,458	28,007	29,060
5	095	4150	009	Employer Insurance	50,723	50,968	48,400	51,000
Subtotal Personnel Services					437,719	455,544	469,964	496,415
Materials and Supplies								
5	095	4200	009	Office Supplies	246	11	1,800	-
5	095	4210	009	Printing, Binding & Copying	38	-	1,000	-
5	095	4211	009	Operating Supplies	83	209	-	2,800
Subtotal Materials and Supplies					367	220	2,800	2,800
Contractual Services								
5	095	4300	009	Professional Services	-	-	12,500	15,000
5	095	4301	009	Other Contractual Service	500	-	5,000	-
5	095	4324	009	License & Permits Fees	-	-	150	240
5	095	4331	009	Telephone	1,892	1,801	1,650	3,600
5	095	4332	009	Radio Services	1,782	1,841	-	-
5	095	4340	009	Travel Expenses	56	52	6,000	-
5	095	4341	009	Transportation Allowance	4,980	4,980	-	5,000
5	095	4344	009	Books & Publications	-	-	200	200
5	095	4345	009	Dues & Subscriptions	654	440	580	700
5	095	4346	009	Meetings, Conferences, & Travel	1,851	7,682	2,500	8,000
Subtotal Contractual Services					11,715	16,796	28,580	32,740
Capital and Other								
5	095	4705	009	Capital Outlay under \$5,000	198	-	500	-
Subtotal Capital and Other					198	-	500	-
SUBTOTAL FOR ENGINEERING					449,999	472,559	501,844	531,955
DIVISION TOTAL FOR ENGINEERING					449,999	472,559	501,844	531,955

**Public Works
Park Department**

Park Department Administration

Park Department Administration					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	100	4100	010	Wages-Regular & Leave	140,720	138,852	142,834	404,500
5	100	4111	010	Wages-Overtime	7,369	13,097	-	18,000
5	100	4120	010	Wages-Temporary	-	-	2,500	44,000
5	100	4140	010	Employer PERA	11,238	10,869	10,713	34,378
5	100	4145	010	Employer FICA	11,102	11,153	10,927	38,661
5	100	4150	010	Employer Insurance	63,947	70,530	68,906	79,284
5	100	4155	010	Unemployment		5,744	-	-
Subtotal Personnel Services					234,375	250,246	235,880	618,823
Materials and Supplies								
5	100	4200	010	Office Supplies	395	303	500	500
5	100	4209	010	In House Copying	42	-	200	200
5	100	4210	010	Printing, Binding & Copying	345	35	200	200
5	100	4211	010	Operating Supplies	10,509	4,977	3,500	3,500
5	100	4230	010	Uniforms & Clothing	9,095	8,884	10,000	10,000
5	100	4245	010	Signs & Striping Material	484	693	1,000	1,000
5	100	4250	010	Small Tools	70	-	500	500
Subtotal Materials and Supplies					20,939	14,892	15,900	15,900
Contractual Services								
5	100	4300	010	Professional Services	212	-	200	4,200
5	100	4301	010	Other Contractual Service	7,802	7,514	4,000	-
5	100	4324	010	License & Permits Fees	-	19	250	250
5	100	4330	010	Postage	11	-	-	-
5	100	4331	010	Telephone	4,865	4,347	5,000	5,000
5	100	4332	010	Radio Services	1,782	1,841	2,000	2,000
5	100	4340	010	Travel Expenses	-	-	900	-
5	100	4344	010	Books & Publications	-	-	100	100
5	100	4345	010	Dues & Subscriptions	2,231	1,947	2,000	2,000
5	100	4346	010	Meetings, Conferences, & Travel	874	802	3,500	4,400
5	100	4380	010	Electric Service	1,770	1,666	2,000	2,000
5	100	4384	010	Trash Removal	1,175	1,466	4,000	4,000
5	100	4705	010	Capital Outlay under \$5,000	-	524	-	-
Subtotal Contractual Services					20,722	20,126	23,950	23,950
SUBTOTAL FOR PARK DEPT ADMINISTRATION					276,037	285,264	275,730	658,673

**Public Works
Park Department**

Athletic Field Maintenance

Athletic Field Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	101	4100	010	Wages-Regular	28,496	32,388	40,000	-
5	101	4111	010	Wages-Overtime	1,598	2,290	5,750	-
5	101	4120	010	Wages-Temporary	15,712	17,073	17,000	-
5	101	4140	010	Employer PERA	2,261	2,598	3,431	-
5	101	4145	010	Employer FICA	3,407	3,856	4,800	-
Subtotal Personnel Services					51,474	58,204	70,981	-
Materials and Supplies								
5	101	4211	010	Operating Supplies	2,926	4,487	4,000	4,000
5	101	4240	010	Repair & Maintenance Supplies	9,075	-	5,000	5,000
5	101	4241	010	Equipment Parts	-	5,122	1,000	1,000
5	101	4244	010	Landscape Materials	2,037	6,973	15,000	10,000
5	101	4250	010	Small Tools	-	-	500	500
Subtotal Materials and Supplies					14,039	16,582	25,500	20,500
Contractual Services								
5	101	4380	010	Electric Service	18,568	16,725	17,000	17,000
Subtotal Contractual Services					18,568	16,725	17,000	17,000
Capital and Other								
5	101	4402	010	Repair & Maintenance Equip	1,924	40	2,000	2,000
5	101	4404	010	Repair & Maintenance Grounds	57	265	2,500	2,000
5	101	4500	010	Rental Equipment	11,341	13,131	13,000	13,000
Subtotal Capital and Other					13,321	13,436	17,500	17,000
SUBTOTAL ATHLETIC FIELD MAINTENANCE					97,402	104,947	130,981	54,500

**Public Works
Park Department**

Beach Maintenance

Beach Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	102	4100	010	Wages-Regular	1,390	864	9,175	-
5	102	4111	010	Wages-Overtime	85	94	300	-
5	102	4120	010	Wages-Temporary	-	-	1,100	-
5	102	4140	010	Employer PERA	113	72	688	-
5	102	4145	010	Employer FICA	104	69	702	-
Subtotal Personnel Services					1,692	1,098	11,965	-
Materials and Supplies								
5	102	4211	010	Operating Supplies	60	106	400	400
5	102	4223	010	Chemicals	-	-	750	750
5	102	4240	010	Repair & Maintenance Supplies	208	466	1,500	1,500
5	102	4243	010	Road Materials	-	803	3,400	3,400
Subtotal Materials and Supplies					268	1,374	6,050	6,050
Contractual Services								
5	102	4301	010	Other Contractual Services	-	258	-	-
5	102	4331	010	Telephone	-	-	500	-
Subtotal Contractual Services					-	258	500	-
Capital and Other								
5	102	4401	010	Building Maint.	-	4,017	500	-
5	102	4402	010	Repair equipment	-	-	500	-
5	102	4701	010	Capital Outlay	-	-	2,500	-
Subtotal Capital and Other					-	4,017	3,500	-
SUBTOTAL FOR BEACH MAINTENANCE					1,959	6,747	22,015	6,050

**Public Works
Park Department**

Bike, Trail, Pedway
Mowing

Bike Trail, Pedway					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	104	4100	010	Wages-Regular	21,963	26,803	24,778	-
5	104	4111	010	Wages-Overtime	2,715	8,316	3,000	-
5	104	4120	010	Wages-Temporary	-	120	51	-
5	104	4140	010	Employer PERA	1,963	2,431	1,875	-
5	104	4145	010	Employer FICA	1,900	2,538	2,125	-
Subtotal Personnel Services					28,541	40,208	31,829	-
Materials and Supplies								
5	104	4211	010	Operating Supplies	183	22	-	1,500
5	104	4243	010	Road Materials	6,864	1,267	1,000	-
5	104	4245	010	Signs & Striping Material	-	-	500	-
Subtotal Materials and Supplies					7,046	1,289	1,500	1,500
Capital and Other								
5	104	4301	010	Other Contractual Services	-	1,485	-	-
5	104	4404	010	Repair & Maintenance	10,920	9,742	8,500	8,500
5	104	4500	010	Rental Equipment	204	-	-	-
Subtotal Capital and Other					11,124	11,226	8,500	8,500

SUBTOTAL FOR BIKE TRAIL, PEDWAY	46,711	52,724	41,829	10,000
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Mowing					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	105	4100	010	Wages-Regular	61,189	71,476	49,753	-
5	105	4111	010	Wages-Overtime	-	-	600	-
5	105	4120	010	Wages-Temporary	19,136	14,410	7,800	-
5	105	4121	010	Wages-Temporary Overtime	-	34	-	-
5	105	4140	010	Employer PERA	4,595	5,301	3,349	-
5	105	4145	010	Employer FICA	5,928	6,270	3,852	-
Subtotal Personnel Services					90,848	97,490	65,354	-
Materials and Supplies								
5	105	4240	010	Repair & Maintenance Supplies	-	-	1,000	1,000
5	105	4241	010	Equipment Parts	1,396	207	8,000	8,000
5	105	4242	010	Tires & Cutting Edges	446	-	500	500
5	105	4250	010	Small Tools	-	-	1,500	1,500
Subtotal Materials and Supplies					1,842	207	11,000	11,000
Contractual Services								
5	105	4300	010	Professional Services	-	-	-	15,000
5	105	4301	010	Other Contractual Service	10,273	5,160	15,000	-
Subtotal Contractual Services					10,273	5,160	15,000	15,000

SUBTOTAL FOR MOWING	102,963	102,857	91,354	26,000
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**Public Works
Park Department**

**Ice Rinks, Roller Rinks, & Warming Houses
Trash Removal**

Ice Rinks, Roller Rinks, & Warming House					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	106	4100	010	Wages-Regular	36,452	32,640	25,557	-
5	106	4111	010	Wages-Overtime	315	225	1,500	-
5	106	4140	010	Employer PERA	2,522	2,593	1,917	-
5	106	4145	010	Employer FICA	2,852	2,165	1,955	-
Subtotal Personnel Services					42,142	37,624	30,929	-
Materials and Supplies								
5	106	4211	010	Operating Supplies	1,166	74	500	1,500
5	106	4241	010	Equipment Parts	25	-	500	-
5	106	4250	010	Small Tools	654	-	500	-
Subtotal Materials and Supplies					1,846	74	1,500	1,500
Contractual Services								
5	106	4380	010	Electric Service	1,177	1,211	1,500	1,500
5	106	4381	010	Gas Service	277	199	500	500
Subtotal Contractual Services					1,454	1,410	2,000	2,000
Capital and Other								
5	106	4401	010	Repair & Maintenance Building	-	1,421	2,000	2,000
5	106	4500	010	Rental Equipment	-	-	1,000	1,000
5	106	4701	010	Machinery & Equipment	-	-	2,000	2,000
Subtotal Capital and Other					-	1,421	5,000	5,000
SUBTOTAL FOR ICE, ROLLER RINKS, WARMING HOUSE					45,442	40,530	39,429	8,500
Trash Removal								
Trash Removal					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	107	4100	010	Wages-Regular	12,794	20,382	16,000	-
5	107	4111	010	Wages-Overtime	6,563	7,297	3,000	-
5	107	4120	010	Wages-Temporary	9,596	10,148	8,500	-
5	107	4140	010	Employer PERA	1,440	2,062	1,326	-
5	107	4145	010	Employer FICA	2,136	2,792	2,063	-
Subtotal Personnel Services					32,529	42,681	30,889	-
Materials and Supplies								
5	107	4211	010	Operating Supplies	-	1,782	1,200	1,200
5	107	4244	010	Landscape Materials	-	-	300	300
Subtotal Materials and Supplies					-	1,782	1,500	1,500
Contractual Services								
5	107	4324	010	License & Permits	-	-	200	200
5	107	4384	010	Trash Removal	912	1,481	-	-
Subtotal Contractual Services					912	1,481	200	200
SUBTOTAL TRASH REMOVAL					33,441	45,943	32,589	1,700

**Public Works
Park Department**

**Tot Lots & Volleyball
Weed Control**

Tot Lots & Volleyball					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	108	4100	010	Wages-Regular	1,227	6,418	4,709	-
5	108	4120	010	Wages-Temporary	-	-	500	-
5	108	4140	010	Employer-PERA	92	465	313	-
5	108	4145	010	Employer-S.S.	85	453	291	-
Subtotal Personnel Services					1,404	7,337	5,813	-
Materials and Supplies								
5	108	4241	010	Equipment Parts	-	39	7,500	7,500
5	108	4244	010	Landscaping Supplies	-	-	3,200	3,200
Subtotal Materials and Supplies					-	39	10,700	10,700
SUBTOTAL TOT LOTS & VOLLEYBALL					1,404	7,376	16,513	10,700
Weed Control								
Personnel Services					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
5	109	4100	010	Wages-Regular	146	814	12,497	-
5	109	4111	010	Wages-Overtime	-	-	500	-
5	109	4120	010	Wages-Temporary	96	-	2,000	-
5	109	4140	010	Employer PERA	11	61	880	-
5	109	4145	010	Employer FICA	17	62	1,150	-
Subtotal Personnel Services					270	937	17,027	-
Materials and Supplies								
5	109	4244	010	Landscape Materials	1,240	1,517	1,500	1,500
5	109	4250	010	Small Tools	199	-	400	400
Subtotal Materials and Supplies					1,439	1,517	1,900	1,900
Contractual Services								
5	109	4300	010	Professional Services	-	-	1,000	18,000
5	109	4301	010	Other Contractual Service	15,976	16,400	17,000	-
Subtotal Contractual Services					15,976	16,400	18,000	18,000
SUBTOTAL TREES AND WEED CONTROL					17,685	18,854	36,927	19,900

Public Works
Park Department

Park Department, Other
Tennis Courts, Archery Range & Summerfest Support

Park Department, Other					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	110	4100	010	Wages-Regular	67,511	57,950	47,630	-
5	110	4111	010	Wages-Overtime	2,447	2,259	2,500	-
5	110	4120	010	Wages-Temporary	88	-	7,901	-
5	110	4140	010	Employer PERA	5,005	4,540	3,572	-
5	110	4145	010	Employer FICA	4,939	4,515	3,750	-
Subtotal Personnel Services					79,990	69,263	65,353	-
Materials and Supplies								
5	110	4211	010	Operating Supplies	3,257	114	4,000	6,500
5	110	4240	010	Repair & Maintenance Supplies	8,305	220	2,000	-
5	110	4244	010	Landscape Materials	85	167	500	-
Subtotal Materials and Supplies					11,647	502	6,500	6,500
SUBTOTAL PARK DEPARTMENT, OTHER					91,637	69,765	71,853	6,500
Tennis Courts, Archery Range					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	111	4100	010	Wages-Regular	802	152	1,000	-
5	111	4140	010	Employer PERA	61	11	97	-
5	111	4145	010	Employer FICA	59	11	123	-
Subtotal Personnel Services					923	175	1,220	-
Materials and Supplies								
5	111	4211	010	Operating Supplies	72	1,160	500	900
5	111	4241	010	Equipment Parts	-	-	400	-
Subtotal Materials and Supplies					72	1,160	900	900
Capital and Other								
5	111	4380	010	Electrical	334	320	-	-
5	111	4404	010	Repair & Maintenance Grounds	4,474	18,635	2,000	13,000
Subtotal Capital and Other					4,808	18,955	2,000	13,000
SUBTOTAL TENNIS COURTS, ARCHERY					5,802	20,291	4,120	13,900
Summerfest Support					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	114	4100	010	Wages-Regular	6,477	6,839	6,500	-
5	114	4111	010	Wages-Overtime	11,289	11,067	10,000	-
5	114	4120	010	Wages-Temporary	132	520	5,000	-
5	114	4121	010	Wages-Temporary OT	3,187	2,651	2,500	-
5	114	4140	010	Employer PERA	1,332	1,331	2,500	-
5	114	4145	010	Employer FICA	1,563	1,550	2,500	-
5	114	4240	010	Repairs & Maintenance	642	-	-	-
Subtotal Summerfest Support					24,622	23,957	29,000	-
PARK DIVISION TOTAL					745,106	779,255	792,340	816,423

**Public Works
Forestry Division**

Forestry Administration

Administration					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	115	4100	011	Wages - Regular	58,332	40,819	50,000	186,730
5	115	4111	011	Wages-Overtime	603	1,018	1,200	8,000
5	115	4120	011	Wages-Temporary	10,496	10,281	13,000	19,500
5	115	4121	011	Wages-Temporary OT	113	-	1,500	-
5	115	4140	011	Employer PERA	4,275	3,207	3,750	14,604
5	115	4145	011	Employer FICA	4,945	3,822	3,825	16,389
5	115	4150	011	Insurance	40,394	42,715	50,500	61,950
Subtotal Personnel Services					119,157	101,862	123,775	307,173
Materials & Supplies								
5	115	4210	011	Printing & Binding	11	253	-	-
5	115	4211	011	Operating Supplies	1,969	3,074	3,500	3,500
5	115	4223	011	Chemicals	1,738	736	3,050	3,050
5	115	4230	011	Uniforms & Clothing	1,475	2,467	3,000	3,000
5	115	4240	011	Repairs & Maint Supplies	278	-	-	-
5	115	4244	011	Landscaping Supplies	9,215	8,565	10,500	10,500
5	115	4250	011	Small Tools	769	3,773	2,500	2,500
Subtotal Supplies & Services					15,456	18,867	22,550	22,550
Contractual Services								
5	115	4300	011	Professional Services	-	-	-	10,250
5	115	4301	011	Other Contractual Services	11,744	7,826	10,250	-
5	115	4324	011	Permits & Licenses	30	141	-	-
5	115	4331	011	Telephone Service	2,400	2,467	2,500	2,500
5	115	4332	011	Radio Services	1,782	1,841	-	-
5	115	4345	011	Dues & Subscriptions	492	125	-	-
5	115	4346	011	Meetings, Conferences, & Travel	5,150	3,254	4,300	4,300
Subtotal Contractual Services					21,598	15,653	17,050	17,050
Capital								
5	115	4500	011	Rental Equipment	-	-	150	-
Subtotal Capital & Other					-	-	150	-
SUBTOTAL FOR FORESTRY ADMINISTRATION					156,211	136,382	163,525	346,773

**Public Works
Forestry Division**

**Tree Management
Tree Board Events**

Tree Management					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	116	4100	011	Wages-Regular	57,175	77,473	68,750	-
5	116	4111	011	Wages-OT	893	1,609	-	-
5	116	4120	011	Wages-Temporary	5,920	2,318	2,200	-
5	116	4121	011	Wages-Temporary OT	11	-	-	-
5	116	4140	011	Employer PERA	4,228	6,005	5,156	-
5	116	4145	011	Employer FICA	4,699	5,940	5,259	-
Subtotal Personnel Services					72,926	93,345	81,366	-
Materials and Supplies								
5	116	4211	011	Operating Supplies	158	4,514	-	-
5	116	4244	011	Landscape Materials	-	51	-	-
5	116	4250	011	Small Tools	3,135	8,428	-	-
Subtotal Materials and Supplies					3,293	12,993	-	-
Contractual Services								
5	116	4300	011	Professional Services	-	150	-	17,500
5	116	4301	011	Other Contractual Services	13,555	42,025	17,500	-
Subtotal Contractual Services					13,555	42,175	17,500	17,500
SUBTOTAL FOR TREE MANAGEMENT					89,774	148,514	98,866	17,500
Tree Board Events					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	117	4100	011	Wages-Regular	4,739	5,173	14,089	-
5	117	4111	011	Wages-Overtime	3,697	3,321	-	-
5	117	4115	011	Wages-Part Time	-	-	2,500	-
5	117	4120	011	Wages-Temporary	308	816	1,500	-
5	117	4140	011	Employer PERA	590	656	1,057	-
5	117	4145	011	Employer FICA	616	705	1,092	-
Subtotal Personnel Services					9,950	10,671	20,238	-
Materials and Supplies								
5	117	4211	011	Operating Supplies	1,261	983	-	13,000
5	117	4244	011	Landscape Materials	8,770	13,154	13,000	-
Subtotal Materials and Supplies					10,031	14,137	13,000	13,000
SUBTOTAL FOR TREE BOARD EVENTS					19,981	24,808	33,238	13,000

**Public Works
Forestry Division**

**Buckthorn Removal
Fountain Maintenance & Special Projects**

Buckthorn Removal					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	118	4100	011	Wages-Regular	13,799	7,024	12,505	-
5	118	4111	011	Wages-Overtime	1,207	18	-	-
5	118	4120	011	Wages-Temporary	1,298	80	2,080	-
5	118	4140	011	Employer PERA	1,146	455	938	-
5	118	4145	011	Employer FICA	1,189	511	957	-
Subtotal Personnel Services					18,638	8,089	16,480	-
Materials and Supplies								
5	118	4223	011	Chemicals	-	3,269	-	-
5	118	4250	011	Small Tools	-	1,483	-	-
Subtotal Materials and Supplies					-	4,753	-	-
Contractual Services								
5	118	4300	011	Professional Services	-	-	-	1,500
5	118	4301	011	Other Contractual Services	4,653	4,450	1,500	-
5	118	4500	011	Rental - Equipment	440	-	-	-
5	118	4701	011	Machinery & Equipment	-	13,000	-	-
Subtotal Contractual Services					5,093	17,450	1,500	1,500
SUBTOTAL FOR BUCKTHORN					23,731	30,292	17,980	1,500

Fountain Maintenance & Special Projects					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	119	4100	011	Wages-Regular	-	-	3,193	-
5	119	4140	011	Employer PERA	-	-	239	-
5	119	4145	011	Employer FICA	-	-	244	-
Subtotal Personnel Services					-	-	3,677	-
Contractual Services								
5	119	4380	011	Electric Services	3,047	2,036	3,500	3,500
Subtotal Contractual Services					3,047	2,036	3,500	3,500
SUBTOTAL FOR FOUNTAINS & SPECIAL PROJECTS					3,047	2,036	7,177	3,500

**Public Works
Forestry Division**

**Tartan Crossing Pond Landscaping
Ash Tree Program, Meadow Restoration**

Tartan Crossing Pond Landscaping					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	120	4100	011	Wages-Regular	-	180	-	-
5	120	4140	011	Employer PERA	-	13	-	-
5	120	4145	011	Employer FICA	-	14	-	-
Subtotal Personnel Services					-	207	-	-
Contractual Services								
5	120	4300	011	Professional Services	-	-	-	1,000
5	120	4301	011	Other Contractual Services	-	-	2,000	-
Subtotal Contractual Services					-	-	2,000	1,000
SUBTOTAL TARTAN CROSSING POND LANDSCAPING					-	207	2,000	1,000
Ash Tree Program					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Contractual Services								
5	121	4300	011	Professional Services	-	-	-	5,000
5	121	4301	011	Other Contractual Services	4,803	4,952	5,000	-
Subtotal Contractual Services					4,803	4,952	5,000	5,000
SUBTOTAL FOR ASH TREE PROGRAM					4,803	4,952	5,000	5,000
Meadow Restoration					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Operating Supplies								
5	123	4211	011	Operating Supplies	-	309	-	1,000
Subtotal Operating Supplies					-	309	-	1,000
Contractual Services								
5	123	4301	011	Contractual Services	-	-	1,500	-
Subtotal Contractual Services					-	-	1,500	-
SUBTOTAL FOR MEADOW RESTORATION					-	309	1,500	1,000
FORESTRY DIVISION SUBTOTAL					297,546	347,500	329,284	389,273

Public Works Building Maintenance

Public Works Building Maintenance

Public Works Building Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	160	4100	016	Wages-Regular	4,083	2,874	30,185	-
5	160	4111	016	Wages-Overtime	79	260	525	-
5	160	4120	016	Wages-Temporary	-	30	3,000	-
5	160	4140	016	Employer PERA	284	219	2,146	-
5	160	4145	016	Employer FICA	296	228	3,279	-
Subtotal Personnel Services					4,742	3,611	39,135	-
Materials and Supplies								
5	160	4200	016	Office Supplies	422	-	-	-
5	160	4209	016	In House Copying	1,237	1,184	-	-
5	160	4211	016	Operating Supplies	10,270	13,610	9,000	9,000
5	160	4240	016	Repair & Maintenance Supplies	4,485	3,641	12,500	12,500
5	160	4241	016	Equipment Parts	67	129	-	-
5	160	4243	016	Road Materials	742	-	-	-
5	160	4250	016	Small Tools	100	536	750	750
Subtotal Materials and Supplies					17,323	19,100	22,250	22,250
Contractual Services								
5	160	4300	016	Professional Services	1,993	-	-	55,000
5	160	4301	016	Other Contractual Service	26,077	25,340	28,000	-
5	160	4324	016	Licenses & Permits	117	20	500	500
5	160	4331	016	Telephone	882	889	500	2,500
5	160	4380	016	Electric Service	34,537	33,005	39,500	50,000
5	160	4384	016	Trash Removal	2,006	2,847	5,000	3,000
Subtotal Contractual Services					65,612	62,101	73,500	111,000
Capital and Other								
5	160	4401	016	Repair & Maintenance Building	14,421	12,368	20,000	18,000
5	160	4402	016	Repair & Maintenance Equipment	950	420	500	1,000
5	160	4500	016	Rental Equipment	63	63	5,500	4,000
5	160	4540	016	Rental Other	3,162	2,666	-	-
5	160	4705	016	Capital Outlay Under \$5,000	344	-	-	-
Subtotal Capital and Other					18,941	15,517	26,000	23,000
SUBTOTAL PW BUILDING MAINTENANCE					106,618	100,329	160,885	156,250

Public Works Building Maintenance

Park Building Maintenance

Park Building Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	161	4100	016	Wages-Regular	2,961	5,106	10,443	-
5	161	4111	016	Wages-Overtime	21	245	500	-
5	161	4140	016	Employer PERA	224	401	783	-
5	161	4145	016	Employer FICA	225	394	799	-
Subtotal Personnel Services					3,431	6,147	12,525	-
Materials and Supplies								
5	161	4211	016	Operating Supplies	1,575	1,504	5,000	-
5	161	4240	016	Repair & Maintenance Supplies	1,349	1,462	3,000	-
5	161	4241	016	Equipment Parts	-	33	-	-
Subtotal Materials and Supplies					2,924	2,999	8,000	-
Contractual Services								
5	161	4301	016	Other Contractual Service	15,454	20,338	24,000	-
5	161	4331	016	Telephone	441	444	-	-
5	161	4380	016	Electric Service	3,573	3,712	4,000	-
Subtotal Contractual Services					19,468	24,494	28,000	-
Capital and Other								
5	161	4401	016	Repair & Maintenance Building	526	4,245	5,000	-
5	161	4402	016	Repair & Maintenance Equip	1,143	927	2,000	-
Subtotal Capital and Other					1,669	5,171	7,000	-
SUBTOTAL PARK BUILDING MAINTENANCE					27,491	38,811	55,525	-

**Public Works
Building Maintenance**

Discovery Center Building Maintenance

Discovery Center Operating Costs					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	163	4100	016	Wages-Regular	777	274	6,254	-
5	163	4111	016	Wages-Overtime	100	-	-	-
5	163	4120	016	Wages-Temporary		-	500	-
5	163	4140	016	Employer PERA	66	16	469	-
5	163	4145	016	Employer FICA	65	20	478	-
Subtotal Personnel Services					1,008	310	7,701	-
Materials and Supplies								
5	163	4200	016	Office Supplies	-	-	200	-
5	163	4211	016	Operating Supplies	587	637	3,000	-
5	163	4240	016	Repair & Maint Supplies	702	216	-	-
5	163	4244	016	Landscape Materials	-	-	300	-
5	163	4299	016	Other Materials & Supplies	2,518	-	3,000	-
Subtotal for Materials & Supplies					3,806	853	6,500	-
Contractual Services								
5	163	4301	016	Other Contractual Service	15,113	10,582	15,000	-
5	163	4306	016	Laundry Services	2,769	3,150	3,000	-
5	163	4331	016	Telephone	2,101	2,133	2,500	-
5	163	4380	016	Electric Service	15,257	11,748	13,500	-
5	163	4384	016	Trash Removal	525	524	1,000	-
Subtotal Contractual Services					35,765	28,137	35,000	-
Capital and Other								
5	163	4401	016	Repair & Maintenance Building	2,727	824	3,000	-
Subtotal Capital and Other					2,727	824	3,000	-
SUBTOTAL FOR DISCOVERY CENTER OPERATING					43,306	30,123	52,201	-
BUILDING MAINTENANCE DIVISION TOTAL					177,415	169,263	268,612	156,250

**Public Works
Fleet Division**

General Vehicle Maintenance

General Vehicle Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	170	4100	017	Wages-Regular	26,615	23,632	28,381	153,750
5	170	4111	017	Wages-Overtime	89	-	575	3,000
5	170	4120	017	Wages-Temporary	-	159	-	-
5	170	4140	017	Employer PERA	1,928	1,915	2,129	11,754
5	170	4145	017	Employer FICA	2,047	1,716	2,035	11,989
5	170	4150	017	Employer Insurance	30,209	30,005	27,563	28,605
Subtotal Personnel Services					60,888	57,426	60,683	209,098
Materials and Supplies								
5	170	4211	017	Operating Supplies	15,768	19,643	18,000	18,000
5	170	4221	017	Lubricants & Additives	5,605	6,293	3,750	3,750
5	170	4223	017	Chemicals	9,169	3,408	2,550	2,550
5	170	4230	017	Uniforms & Clothing	2,987	2,855	3,000	3,000
5	170	4240	017	Repair & Maintenance Supplies	1,381	943	500	500
5	170	4241	017	Equipment Parts	7,615	9,399	7,500	7,500
5	170	4242	017	Tires & Cutting Edges	-	-	500	500
5	170	4250	017	Small Tools	2,997	3,429	3,000	3,000
Subtotal Materials and Supplies					45,521	45,970	38,800	38,800
Contractual Services								
5	170	4330	017	Postage	-	4	-	-
5	170	4331	017	Telephone	1,000	1,000	1,000	1,000
5	170	4332	017	Radio Services	-	-	100	-
5	170	4340	017	Travel Expense	-	89	100	-
5	170	4344	017	Books & Publications	2,249	749	2,000	2,000
5	170	4345	017	Dues & Subscriptions	1,428	2,948	-	-
5	170	4346	017	Meetings, Conferences, & Travel	100	26	500	500
Subtotal Contractual Services					4,777	4,817	3,700	3,500
Capital and Other								
5	170	4402	017	Repair & Maintenance Equip	3,717	1,182	3,500	3,500
5	170	4403	017	Repair & Maintenance Vehicle	-	-	200	200
Subtotal Capital and Other					3,717	1,182	3,700	3,700
SUBTOTAL GENERAL VEHICLE MAINTENANCE					114,904	109,395	106,883	255,098

**Public Works
Fleet Division**

**Police Vehicles
Public Works Vehicles**

Police Vehicles					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	171	4100	017	Wages-Regular	30,715	24,146	45,726	-
5	171	4111	017	Wages-Overtime	-	78	1,000	-
5	171	4140	017	Employer Pera	2,421	1,792	3,429	-
5	171	4145	017	Employer FICA	2,370	1,709	3,230	-
Subtotal Personnel Services					35,506	27,724	53,385	-
SUBTOTAL POLICE VEHICLES					35,506	27,724	53,385	-
Public Works Vehicles					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	172	4100	017	Wages-Regular	62,009	68,361	66,259	-
5	172	4111	017	Wages-Overtime	414	2,380	500	-
5	172	4140	017	Employer PERA	4,782	4,935	4,969	-
5	172	4145	017	Employer FICA	4,516	5,048	5,069	-
Subtotal Personnel Services					71,721	80,723	76,797	-
Materials and Supplies								
5	172	4211	017	Operating Supplies	204	664	500	500
5	172	4220	017	Motor Fuels	68,536	67,894	70,000	70,000
5	172	4224	017	Fuel Tax	3,070	3,739	3,500	3,500
5	172	4241	017	Equipment Parts	30,520	46,048	40,000	40,000
5	172	4242	017	Tires & Cutting Edges	2,397	5,121	8,000	8,000
Subtotal Materials and Supplies					104,727	123,465	122,000	122,000
Contractual Services								
5	172	4301	017	Other Contractual Services	2,366	693	-	-
5	172	4324	017	License & Permits Fees	766	190	1,060	1,060
Subtotal Contractual Services					3,132	882	1,060	1,060
Capital and Other								
5	172	4402	017	Repair & Maint	1,965	5,437	-	-
5	172	4701	017	Machinery & Equipment	210	-	-	-
5	172	4705	017	Capital Outlay Under \$5,000	610	-	-	-
Subtotal Contractual Services					2,785	5,437	-	-
SUBTOTAL FOR PUBLIC WORKS VEHICLES					182,365	210,508	199,857	123,060

**Public Works
Fleet Division**

Utility Vehicles

Utility Vehicles					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	173	4100	017	Wages-Regular	2,031	2,567	6,366	-
5	173	4140	017	Employer PERA	138	191	477	-
5	173	4145	017	Employer FICA	133	203	487	-
Subtotal Personnel Services					2,302	2,961	7,330	-
Materials and Supplies								
5	173	4211	017	Operating Supplies	-	653	750	750
5	173	4220	017	Motor Fuels	10,514	11,741	14,500	14,500
5	173	4241	017	Equipment Parts	4,815	2,488	4,000	4,000
5	173	4242	017	Tires & Cutting Edges	-	1,299	2,000	2,000
Subtotal Materials and Supplies					15,330	16,180	21,250	21,250
Contractual Services								
5	173	4300	017	Professional Services	-	-	-	500
5	173	4301	017	Other Contractual Service	-	-	500	-
5	173	4315	017	Mechanic Services	-	-	100	100
5	173	4324	017	License & Permits Fees	144	-	225	225
5	173	4332	017	Radio Services	-	-	100	100
Subtotal Contractual Services					144	-	925	925
Capital and Other								
5	173	4402	017	Repair & Maintenance Equip	641	-	5,000	5,000
5	173	4403	017	Repair & Maintenance Vehicle	-	179	5,000	5,000
Subtotal Capital and Other					641	179	10,000	10,000
SUBTOTAL FOR UTILITY VEHICLES					18,416	19,321	39,505	32,175

**Public Works
Fleet Division**

**Administration Vehicles
Contract Vehicle Work**

Administration Vehicles					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	174	4100	017	Wages-Regular	137	70	1,654	-
5	174	4140	017	Employer PERA	10	5	172	-
5	174	4145	017	Employer FICA	10	5	178	-
5	174	4990	017	Wage Contingency	-	-	50	-
Subtotal Personnel Services					157	81	2,054	-
Materials and Supplies								
5	174	4220	017	Motor Fuels	2,377	2,340	2,750	2,750
5	174	4241	017	Equipment Parts	129	510	2,000	2,000
5	174	4242	017	Tires & Cutting Edges	-	-	500	500
Subtotal Materials and Supplies					2,506	2,849	5,250	5,250
Contractual Services								
5	174	4324	017	License & Permits Fees	64	-	150	150
5	174	4332	017	Radio Services	-	-	100	100
Subtotal Contractual Services					64	-	250	250
Capital and Other								
5	174	4403	017	Repair & Maintenance Vehicle	-	-	1,500	1,500
Subtotal Capital and Other					-	-	1,500	1,500
SUBTOTAL ADMINISTRATION VEHICLES					2,727	2,930	9,054	7,000

Contract Vehicle Work					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	175	4100	017	Wages-Regular	9,003	8,019	-	-
5	175	4140	017	Employer PERA	709	466	-	-
5	175	4145	017	Employer FICA	658	636	-	-
5	175	4990	017	Wage Contingency	-	619	-	-
Subtotal Personnel Services					10,370	9,740	-	-
Materials and Supplies								
5	175	4220	017	Motor Fuels	2,202	2,241	4,500	4,500
5	175	4241	017	Equipment Parts	4,245	-	-	-
Subtotal Materials and Supplies					6,447	2,241	4,500	4,500
Contractual Services								
5	175	4301	017	Other Contractual Services	2,500	-	-	-
Subtotal Contractual Services					2,500	-	-	-
Capital and Other								
5	175	4402	017	Repairs & Maint - Equipment	159	-	-	-
Subtotal Capital and Other					159	-	-	-

SUBTOTAL FOR CONTRACT VEHICLE WORK	19,476	11,981	4,500	4,500
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FLEET DIVISION SUBTOTAL	373,394	381,859	413,185	421,833
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Public Works
Street Department

Street Department Administration

Street Department Administration					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	180	4100	018	Wages-Regular	147,999	150,763	134,811	424,500
5	180	4111	018	Wages-Overtime	4,733	15,136	394	100,000
5	180	4120	018	Wages -Temporary	50	-	-	45,000
5	180	4140	018	Employer PERA	11,291	11,299	10,140	39,333
5	180	4145	018	Employer FICA	10,990	11,965	10,343	43,562
5	180	4150	018	Employer Insurance	94,249	88,122	109,583	85,815
5	180	4155	018	Unemployment	-	3,111	-	-
Subtotal Personnel Services					269,312	280,395	265,271	738,210
Materials and Supplies								
5	180	4200	018	Office Supplies	290	343	250	-
5	180	4209	018	In House Copying	42	-	100	-
5	180	4210	018	Printing, Binding & Copying	369	35	300	-
5	180	4211	018	Operating Supplies	2,090	710	1,000	1,650
5	180	4230	018	Uniforms & Clothing	9,350	9,298	9,200	9,200
5	180	4250	018	Small Tools	-	215	-	-
Subtotal Materials and Supplies					12,140	10,602	10,850	10,850
Contractual Services								
5	180	4300	018	Professional Services	212	-	-	-
5	180	4301	018	Contractual Services	9,337	3,601	-	-
5	180	4324	018	Licenses & Permits	16	-	-	-
5	180	4331	018	Telephone	4,837	4,936	5,000	5,000
5	180	4332	018	Radio Services	1,782	1,841	2,000	2,000
5	180	4340	018	Travel Expenses	351	556	850	850
5	180	4344	018	Books & Publications	-	-	100	100
5	180	4345	018	Dues & Subscriptions	658	550	750	750
5	180	4346	018	Meetings, Conferences, & Travel	5,787	4,584	6,100	6,100
Subtotal Contractual Services					22,980	16,067	14,800	14,800
Capital and Other								
5	180	4402	018	Repair & Maintenance Equip	-	597	1,450	500
Subtotal Capital and Other					-	597	1,450	500
SUBTOTAL FOR STREET DEPARTMENT ADMIN					304,432	307,660	292,371	764,360

**Public Works
Street Department**

Snow and Ice Control

Snow and Ice Control					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	181	4100	018	Wages-Regular	114,366	112,937	141,182	-
5	181	4111	018	Wages-Overtime	83,256	83,565	49,000	-
5	181	4120	018	Wages-Temporary	-	30	-	-
5	181	4140	018	Employer PERA	15,303	12,902	14,264	-
5	181	4145	018	Employer FICA	14,321	14,476	14,549	-
Subtotal Personnel Services					227,246	223,910	218,995	-
Materials and Supplies								
5	181	4211	018	Operating Supplies	791	622	600	600
5	181	4240	018	Repair & Maint Supplies	97	421	-	-
5	181	4241	018	Equipment Parts	-	7,881	-	-
5	181	4242	018	Tires & Cutting Edges	7,547	10,629	14,000	12,000
5	181	4243	018	Road Materials	91,672	147,828	155,000	150,000
5	181	4244	018	Landscape Materials	331	108	1,500	500
Subtotal Materials and Supplies					100,438	167,490	171,100	163,100
Contractual Services								
5	181	4301	018	Other Contractual Service	14,456	27,299	20,000	20,000
5	181	4346	018	Meetings, Conferences, School	400	611	-	-
Subtotal Contractual Services					14,856	27,910	20,000	20,000
Repairs & Maintenance								
5	181	4414	018	Claims & Damages	2,260	3,853	2,000	2,000
5	181	4500	018	Rental - Equipment	204	-	2,000	2,000
Subtotal Repair & Maintenance					2,464	3,853	4,000	4,000
SUBTOTAL SNOW & ICE CONTROL					345,004	423,164	414,095	187,100

**Public Works
Street Department**

**Blacktop Maintenance
Street Sweeping**

Blacktop Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	183	4100	018	Wages-Regular	55,462	67,018	75,000	-
5	183	4111	018	Wages-Overtime	469	717	500	-
5	183	4120	018	Wages-Temporary	336	2,295	10,000	-
5	183	4140	018	Employer PERA	4,087	4,986	5,663	-
5	183	4145	018	Employer FICA	3,916	5,196	6,541	-
Subtotal Personnel Services					64,271	80,212	97,703	-
Materials and Supplies								
5	183	4211	018	Operating Supplies	354	2,277	4,000	4,000
5	183	4223	018	Chemicals	1,014	341	1,500	1,500
5	183	4241	018	Equipment Parts	-	-	500	500
5	183	4243	018	Road Materials	23,997	53,085	40,000	40,000
5	183	4250	018	Small Tools	22	489	900	900
Subtotal Materials and Supplies					25,388	56,191	46,900	46,900
Contractual Services								
5	183	4300	018	Professional Services	-	-	-	10,000
5	183	4301	018	Other Contractual Service	9,975	19,392	10,000	-
Subtotal Contractual Services					9,975	19,392	10,000	10,000
Capital and Other								
5	183	4412	018	Curb Repair	9,494	-	10,000	10,000
5	183	4500	018	Rental Equipment	3,700	4,292	1,500	1,500
Subtotal Capital and Other					13,194	4,292	11,500	11,500
SUBTOTAL BLACKTOP MAINTENANCE					112,828	160,087	166,103	68,400
Street Sweeping					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	184	4100	018	Wages-Regular	25,391	25,231	-	-
5	184	4111	018	Wages-Overtime	1,823	2,924	-	-
5	184	4120	018	Wages-Temporary	-	180	-	-
5	184	4140	018	Employer PERA	2,041	1,917	-	-
5	184	4145	018	Employer FICA	1,929	2,063	-	-
Subtotal Personnel Services					31,184	32,316	-	-
Materials and Supplies								
5	184	4241	018	Equipment Parts	7,536	7,026	-	-
5	184	4301	018	Other Contractual Services	1,802	963	-	-
Subtotal Materials and Supplies					9,339	7,989	-	-
SUBTOTAL FOR STREET SWEEPING					40,523	40,305	-	-

**Public Works
Street Department**

Signage and Striping

Signage and Striping					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	186	4100	018	Wages-Regular	21,495	19,741	18,974	-
5	186	4111	018	Wages-Overtime	96	76	250	-
5	186	4120	018	Wages-Temporary	1,321	900	3,500	-
5	186	4140	018	Employer PERA	1,513	1,540	1,423	-
5	186	4145	018	Employer FICA	1,655	1,440	1,451	-
Subtotal Personnel Services					26,080	23,697	25,598	-
Materials and Supplies								
5	186	4211	018	Operating Supplies	494	1,161	1,000	1,000
5	186	4245	018	Signs & Striping Material	4,605	5,111	15,000	10,000
5	186	4250	018	Small Tools	-	-	200	200
Subtotal Materials and Supplies					5,099	6,272	16,200	11,200
Contractual Services								
5	186	4300	018	Professional Services	-	-	-	20,000
5	186	4301	018	Other Contractual Service	7,608	17,031	20,000	-
Subtotal Contractual Services					7,608	17,031	20,000	20,000
Rental and Other								
5	186	4500	018	Rental Equipment	-	-	1,500	-
Subtotal Rental and Other					-	-	1,500	-
SUBTOTAL SIGNAGE & STRIPING					38,787	47,000	63,298	31,200

Public Works

Street Department

Street Department, Other
Overlays & Sealcoating

Street Department, Other					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	188	4100	018	Wages-Regular	9,155	7,489	5,043	-
5	188	4111	018	Wages-Overtime	220	45	-	-
5	188	4120	018	Wages-Temporary	1,875	945	1,500	-
5	188	4140	018	Employer PERA	542	733	232	-
5	188	4145	018	Employer FICA	731	755	208	-
Subtotal Personnel Services					12,523	9,967	6,983	-
Materials and Supplies								
5	188	4211	018	Operating Supplies	-	212	250	500
5	188	4240	018	Repair & Maintenance Supplies	-	-	250	-
5	188	4245	018	Signs & Striping Material	-	-	500	-
Subtotal Materials and Supplies					-	212	1,000	500
Contractual Services								
5	188	4384	018	Trash Removal	-	-	1,000	-
Subtotal Contractual Services					-	-	1,000	-
Capital and Other								
5	188	4500	018	Rental Equipment	-	-	500	500
Subtotal Capital and Other					-	-	500	500
SUBTOTAL FOR STREET DEPARTMENT, OTHER					12,523	10,179	9,483	1,000

Overlays & Sealcoating					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Contractual Services								
5	187	4300	018	Professional Services	-	-	-	5,000
5	187	4301	018	Other Contractual	-	100	5,000	-
Subtotal Contractual Services					-	100	5,000	5,000
Capital and Other								
5	187	4412	018	Curb Repair	-	-	1,000	1,000
Subtotal Capital and Other					-	-	1,000	1,000
SUBTOTAL FOR OVERLAYS & SEALCOATING					-	100	6,000	6,000

STREET MAINTENANCE DIVISION TOTAL	854,096	988,496	951,349	1,058,060
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DEPT TOTAL - PUBLIC WORKS	2,897,557	3,138,932	3,256,615	3,373,79
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Recreation

The Recreation Department provides quality recreation programs, facilities and parks to meet the leisure needs and improve the quality of life of Oakdale residents. The department prides itself on providing quality enrichment, educational and social programs in the areas of sports, health and wellness, youth and senior development and special events for all ages; individuals and families alike.

Primary Objectives

- Continue a variety of quality enrichment, educational and social programs in the areas of sports, health and wellness, aquatics, and special events for all ages; individuals and families alike.
- Continue to offer a number of large scale annual special events that the community has embraced.
- Work with the Oakdale Wellness 50+ group as part of a community wide effort to improve the health and wellness of Oakdale's over-50 residents.
- Continue to provide affordable rental space at the Discovery Center for the residents of Oakdale.

2021 Staffing

- 1 Recreation Superintendent
- 1 Recreation Coordinator
- 1 Administrative Assistant

Recreation					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
5	190	4100	019	Wages-Regular	52,313	55,517	54,500	60,200
5	190	4111	019	Wages-Overtime	245	90	1,000	1,000
5	190	4120	019	Wages-Temporary	7	156	2,500	-
5	190	4140	019	Employer PERA	3,916	4,136	4,377	4,590
5	190	4145	019	Employer FICA	4,003	4,240	4,465	4,680
5	190	4150	019	Employer Insurance	30,535	30,318	29,680	40,000
Subtotal Personnel Services					91,018	94,456	96,522	110,470
Materials and Supplies								
5	190	4200	019	Office Supplies	1,438	1,537	1,200	-
5	190	4209	019	In House Copying	2,260	2,080	2,000	-
5	190	4210	019	Printing, Binding & Copying	33	-	300	-
5	190	4211	019	Operating Supplies	2,180	2,320	2,200	9,300
5	190	4299	019	Other Materials & Supplies	5,560	5,406	5,000	-
Subtotal Materials and Supplies					11,472	11,343	10,700	9,300
Contractual Services								
5	190	4300	019	Professional Services	-	-	2,500	2,700
5	190	4301	019	Other Contractual Svcs	1,676	1,620	1,700	-
5	190	4331	019	Telephone	1,400	1,400	1,350	1,350
5	190	4340	019	Travel Expenses	1,725	1,524	1,600	-
5	190	4344	019	Books & Publications	106	100	200	200
5	190	4345	019	Dues & Subscriptions	1,541	1,490	1,000	1,500
5	190	4346	019	Meetings, Conferences, & Travel	510	244	2,000	2,100
5	190	4399	019	Commission Per Diem	-	-	-	1,000
Subtotal Contractual Services					6,958	6,377	10,350	8,850
DEPT TOTAL - RECREATION					109,448	112,176	117,572	128,620

Ambulance Fund

This Enterprise Fund accounts for the staff and operational costs associated with maintaining an ambulance service as part of the Oakdale Fire Department. As the City of Oakdale continues to transition from a volunteer fire department to a mix of full-time firefighter/paramedics and volunteer firefighters, three more full-time positions will be added in 2021. The public safety portion of the general levy has helped to cover the increased costs, and that will need to be continually monitored. A rate increase has also been implemented, which will more accurately reflect the cost of providing this service as well as bring Oakdale's fees more in line with other municipal ambulance services in the metro area.

Ambulance Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Billings	1,001,072	1,023,670	915,000	1,000,000
Supplemental Ambulance Revenue	98,702	87,227	98,702	100,000
Interest on Investments	25,386	42,923	2,750	15,000
Property Tax Levy	246,769	298,836	300,000	300,000
Transfer from Antenna Fund (if needed)	-	-	100,000	-
Transfers/Contributed Capital	407,132	-	-	-
Landfall Contract	36,400	37,092	36,400	36,400
Total Revenue	1,815,460	1,489,747	1,452,852	1,451,400
Expenditures				
Wages	818,893	1,134,837	1,040,500	1,063,650
Overtime	-	-	-	50,000
Employer's Share - PERA	122,827	182,301	176,315	197,110
Employer's Share - FICA	11,229	15,383	15,085	16,150
Insurance	154,524	152,160	141,526	191,430
Workers Compensation	-	25,092	-	50,000
Materials & Supplies	1,906	-	2,500	-
Turn Out Gear & Uniforms	24,595	26,296	10,000	6,000
Contractual Billing Services	101,954	95,407	84,000	100,000
Licenses & Permits	-	603	-	1,000
Cell Phone Reimbursements	4,500	7,200	7,200	7,200
General Liability Insurance	10,417	24,677	26,000	50,000
MNCare Tax	-	73,504	-	12,000
Capital Outlay	-	6,966	-	-
Depreciation	62,492	64,020	85,000	65,000
Bad Debt Expense	18,772	114,722	15,000	-
Total Expenditures	1,332,109	1,923,168	1,603,126	1,809,540
Revenue Over (Under) Expenditures	483,351	(433,421)	(150,274)	(358,140)

Net Position - January 1	1,734,175	2,217,526	1,784,105	1,633,831
Net Position - December 31	2,217,526	1,784,105	1,633,831	1,275,691

Cash & Cash Equivalents	1,452,351	1,121,080	-	-
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Street Light Utility

The Street Light Utility fund was established to finance the operations and maintenance of street lights and traffic signals throughout the City. Rates are reevaluated frequently to ensure they are set at a level sufficient to fund normal operations and maintenance, as well as capital maintenance and replacement.

The City engaged a consultant to perform a comprehensive rate study in order to ensure that the revenues generated by the City's utility rates were adequate to support the operation and maintenance of those systems, as well as study how Oakdale's rates compared to neighboring communities. The study recommended that Oakdale's street light utility rates should be increased by 2.5% for 2021 in order to account for current and anticipated operational needs, and has laid out a detailed plan for future rate increases in order to properly maintain the utility.

Street Light Utility	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Street Lighting Utility	537,295	545,980	540,000	559,035
Interest, Misc. Revenue	39,181	25,589	5,000	10,000
Contributed Assets	571,651	109,954	-	-
Total Revenue	1,148,127	681,523	545,000	569,035
Expenditures				
General Administration	8,993	20,156	19,100	9,500
Contractual Services	520,894	472,045	547,500	607,500
Gopher State One Call	62,370	68,410	58,568	6,250
Total Expenditures	592,257	560,611	625,168	623,250

Revenue Over (Under)	555,870	120,912	(80,168)	(54,215)
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	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Net Position - January 1	5,364,863	5,920,733	6,041,645	5,961,477
Net Position - December 31	5,920,733	6,041,645	5,961,477	5,907,262

Cash & Cash Equivalents at Year End	604,573	845,959	-	-
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Street Light Utility

Revenue & Operations

Street Light Utility					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue								
750-4	-000-	3518	-000	Street Lighting Utility	537,295	545,980	540,000	559,035
750-4	-000-	3617	-000	Assessment - Current Collection	-	-	-	-
750-4	-000-	3711	-000	Interest on Investments	9,181	25,589	5,000	5,000
750-4	-000-	3718	-000	Refunds & Reimbursements	30,000	-	-	-
Total Revenue					576,476	571,568	545,000	564,035
Expenditures								
Personnel Services								
750-5	-576-	4100	-600	Salaries & Wages Regular	4,223	3,182	8,500	-
750-5	-576-	4111	-600	Salaries & Wages Overtime	417	297	400	-
750-5	-576-	4120	-600	Salaries & Wages Temporary	84	169	-	-
750-5	-576-	4140	-600	Employer PERA	293	321	300	-
750-5	-576-	4145	-600	Employer FICA	338	271	400	-
Total Personnel					5,355	4,240	9,600	-
Materials & Supplies								
750-5	-576-	4211	-600	Operating Supplies	34	26	-	9,500
750-5	-576-	4240	-600	Repair & Maintenance Supplies	-	1,189	3,000	-
750-5	-576-	4241	-600	Equipment Parts	3,604	14,701	6,500	-
Total Materials & Supplies					3,638	15,916	9,500	9,500
Contractual Services								
750-5	-576-	4301	-600	Other Contractual Service	26,608	21,071	50,000	30,000
750-5	-576-	4307	-600	Charges from General Fund	39,996	39,996	40,000	50,000
750-5	-576-	4319	-600	Engineering Services	652	-	-	-
750-5	-576-	4360	-600	Public Notices	165	-	-	-
750-5	-576-	4370	-600	Insurance - General Liability	3,193	-	-	-
750-5	-576-	4380	-600	Electric Service	159,845	122,150	162,500	162,500
750-5	-576-	4396	-600	Signal Lights	21,518	16,430	20,000	20,000
750-5	-576-	4402	-600	Repair & Maintenance Equipment	15,930	6,845	25,000	20,000
750-5	-576-	4900	-600	Transfers to other departments	-	-	-	75,000
750-5	-576-	4730	-600	Depreciation	252,987	265,553	250,000	250,000
Total Contractual Services					520,894	472,045	547,500	607,500
Total Street Light Utility					529,887	492,201	566,600	617,000

Street Light Utility

Gopher One Call

Gopher One Call					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
750-5	-577-	4100	-600	Salaries & Wages Regular	48,677	50,770	45,000	-
750-5	-577-	4111	-600	Salaries & Wages Overtime	1,311	626	500	-
750-5	-577-	4120	-600	Salaries & Wages Temporary	1,757	533	-	-
750-5	-577-	4140	-600	Employer PERA	3,586	3,880	3,375	-
750-5	-577-	4145	-600	Employer FICA	3,757	3,790	3,443	-
Total Personnel					59,088	59,599	52,318	-
Materials & Services								
750-5	-577-	4211	-600	Operating Supplies	-	-	250	250
750-5	-577-	4303	-600	One Call Charges	3,282	4,412	6,000	6,000
750-5	-577-	4705	-600	Capital Outlay Under \$5,000	-	4,399	-	-
Total Materials & Services					3,282	8,811	6,250	6,250
Total Gopher One Call					62,370	68,410	58,568	6,250
Total Street Light Utility					592,257	560,611	625,168	623,250
Operating Income or (loss)					(15,781)	10,957	(80,168)	(59,215)
Credit for Depreciation					252,987	-	250,000	250,000
Operating Income After Credits					237,206	-	169,832	190,785

Water and Sewer Utility

Water Utility

This utility funds all operations and maintenance of the water system including the treatment plant, towers, and distribution system. The user fees have been increased on an annual basis, and base rates have been increased periodically as well. The revenue in this fund fluctuates much more than most other funds, so monitoring the base rate is very important.

The City engaged a consultant to perform a comprehensive rate study in order to ensure that the revenues generated by the City's utility rates were adequate to support the operation and maintenance of those systems, as well as study how Oakdale's rates compared to neighboring communities. The study recommended that Oakdale's water and sewer rates should be increased by 2.5% for 2021 in order to account for current and anticipated operational needs, and has laid out a detailed plan for future rate increases in order to properly maintain the systems.

Sanitary Sewer Utility

This utility funds operations and maintenance of the sanitary sewer system, but not the actual treatment of wastewater as the Met Council provides wastewater treatment services for the seven-county metro area. Oakdale pays Met Council on a monthly basis for treatment services, so the usage fees paid by the city's utility customers largely pay for Met Council's services. The collection system infrastructure and lift station maintenance are the largest in-house expenses relating to this utility.

The City engaged a consultant to perform a comprehensive rate study in order to ensure that the revenues generated by the City's utility rates were adequate to support the operation and maintenance of those systems, as well as study how Oakdale's rates compared to neighboring communities. The study recommended that Oakdale's water and sewer rates should be increased by 2.5% for 2021 in order to account for current and anticipated operational needs, and has laid out a detailed plan for future rate increases in order to properly maintain the systems.

Water and Sewer Utility Rates for 2021

Residential - Billed Quarterly	
Water -	Base Charge \$12.30 per quarter Usage \$2.02 per 1,000 gallons for the first 25,000 gallons per quarter Usage \$2.25 per 1,000 gallons for the next 25,000 to 50,000 gallons per quarter Usage \$2.40 per 1,000 gallons for greater than 50,000 gallons used per quarter
Sewer -	Base Charge \$21.53 per quarter Usage \$3.88 per 1,000 gallons Minimum usage of 12,000 gallons per quarter Sewer usage is based on water used during the winter quarter and remains the same for one year.
Street Light-	\$15.38 per single family unit per quarter \$8.20 per duplex unit per quarter \$7.18 per multiple dwelling per quarter
Storm-	\$9.10 per single family unit per quarter \$8.19 per duplex unit per quarter \$7.70 per multiple dwelling per quarter
Apartments - Billed Monthly	
Water -	Base Charge \$4.10 per month PER UNIT Usage \$2.02 per 1,000 gallons for the first 12,000 gallons per month Usage \$2.21 per 1,000 gallons for the next 12,000 to 17,000 gallons per month Usage \$2.39 per 1,000 gallons for the remaining gallons used per month
Sewer -	Base Charge \$7.18 per month PER UNIT Usage \$3.88 per 1,000 gallons Minimum usage of 4,000 gallons per month PER UNIT Sewer usage is based on water used during the winter quarter and remains the same for one year.
Street Light-	based on total lineal feet
Storm-	based on total runoff
Commercial - Billed Monthly	
Water -	Base Charge \$4.10 per month FOR EVERY 10,000 GALLONS USED Usage \$2.02 per 1,000 gallons for the first 12,000 gallons per month Usage \$2.21 per 1,000 gallons for the next 12,000 to 17,000 gallons per month Usage \$2.39 per 1,000 gallons for the next 17,000 to 22,000 gallons per month Usage \$2.73 per 1,000 gallons for the remaining gallons used per month
Sewer -	Base Charge of \$7.18 charged for every 10,000 gals used (PER UNIT) or minimum \$7.18 if they do not use 10,000gal Usage \$3.88 per 1,000 gallons Minimum usage of 5,000 gallons per month
Street Light-	based on total lineal feet
Storm-	based on total runoff
Senior Citizen's And Disabled Citizen's Discount	
Available to qualified individuals with a total annual household income of \$52,500 or less. Qualifying Senior residents must be 62 years of age or older and the primary resident at the address. Qualifying Disabled residents must show disability paperwork. This discount will waive base charges and the winter sewer charge is based on the actual usage.	

Water and Sewer Utility Policies

Utility Policy Review

Rental Properties

It is the policy of the City of Oakdale for utilities to be billed to property owners or landlords, and not to the renter or lessee. Given the frequency of tenants relocating, this practice helps ensure the payment of bills.

Minnesota courts have found this practice reasonable and consider an agreement to provide utility services to be an agreement between the utility and the property owner. Additionally, City employees have no authority to mediate between owners and renters as to the where responsibility for payment of utility exists.

Certify Unpaid Bills and Water Shut-Off

By City ordinance unpaid utility bills stay with the physical property. Each year, following a public hearing, the City of Oakdale will certify delinquent utility bills against the property for collection with property taxes

Water Shut Off

No fee to turn the water off, fee is applied when the water is turned back on.

Snowbird - \$25.00 turn on fee

Sale or foreclosure - \$55.00 turn on fee

Non payment - \$55.00 turn on fee

Irrigation - \$25.00 turn on fee

Residential Water Shut Off Procedure

1. Water shut off is done twice a year, spring and fall:
April (last week)/May (first week) and August (last week)/September (first week)
 - a. Utility accounts that have a past due balance of \$250+
 - b. Utility accounts that are delinquent by two billing quarters and \$100+
 - c. Payment arrangements that have been broken – no longer following up with residents about meeting/reminding of payment arrangement. Only sending first letter explaining arrangement.
2. Certification done in November
 - a. Any account still left unpaid will be certified by the end of the month.

Commercial Water Shut Off Procedure

1. Water shut off is done monthly throughout the year
 - a. Utility accounts that are delinquent by 90 days and \$100+
 - b. Payment arrangements that have been broken
 - c. Notification sent to owner before shut off via letter and then door hanger
2. Certification done in November
 - a. Any account still left unpaid will be certified by the end of the month

Water and Sewer Utility

Summary

Water and Sewer Utility	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Operating Revenue				
Water Utility				
Customer Billings	2,379,104	2,271,582	2,734,308	2,463,895
Permits	2,315	4,448	7,500	7,500
Water Meter Sales	5,123	3,680	8,500	8,500
MN State Connect Fee	55,586	55,504	84,950	84,950
Total Water Operating Revenue	2,442,128	2,335,214	2,835,258	2,564,845
Sewer Utility				
Customer Billings	3,973,512	4,015,582	3,976,365	4,116,532
Total Sewer Operating Revenue	3,973,512	4,015,582	3,976,365	4,116,532
Non-Operating Revenue				
Water	107,600	222,696	60,000	60,000
Sewer	62,445	126,947	60,000	60,000
Total Revenue	6,585,685	6,700,438	6,931,623	6,801,377
Operating Expenses				
Water Utility				
Water Administration	1,093,207	1,107,205	1,169,344	1,607,700
Tower Maintenance	10,312	23,362	32,331	21,100
Well Maintenance	311,805	286,395	427,871	251,500
Distribution System	484,837	506,691	394,250	296,250
Meter Maintenance	72,094	84,126	142,426	47,500
Filtration System	39,776	53,361	45,662	20,500
Conservation	2,973	1,929	16,876	-
Transfers	400,000	400,000	400,000	400,000
Depreciation	619,797	659,486	660,000	660,000
Total Water Operating Expenses	3,034,801	3,122,554	3,288,761	3,304,550
Sewer Utility				
Sewer Administration	1,011,964	1,033,143	1,052,185	1,489,500
MCES Charges	2,354,100	2,283,251	2,328,014	2,374,574
Lift Station Maintenance	203,187	227,922	224,797	157,500
Collection System Maintenance	71,903	55,412	119,321	35,000
Transfers	400,000	400,000	400,000	400,000
Depreciation	521,252	508,732	550,000	550,000
Total Sewer Operating Expenses	4,562,406	4,508,461	4,674,317	5,006,574
Total Expenses	7,597,208	7,631,014	7,963,078	8,311,124
Total Over (Under)	(1,011,523)	(930,576)	(1,031,455)	(1,509,747)

Water Utility	
Net Position - January 1	17,936,130
Net Position - December 31	1,8970,419
Cash & Cash Equivalents	6,288,275

Sewer Utility	
Net Position - January 1	14,497,626
Net Position - December 31	14,223,682
Cash & Cash Equivalents	3,648,473

Water Administration					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel								
700	5	500	4100	Wages-Regular	72,506	71,004	85,000	425,000
700	5	500	4111	Wages-Overtime	179	-	3,000	50,000
700	5	500	4100	Leave Pay Various	46,588	47,002	41,000	-
700	5	500	4120	Wages-Temporary	28	26	600	7,800
700	5	500	4140	Employer PERA	8,464	8,620	9,030	23,500
700	5	500	4145	Employer FICA	8,460	8,357	9,914	24,500
700	5	500	4150	Employer Insurance	104,461	62,229	87,500	66,100
700	5	500	4154	Workmen's Compensation Ins	-	49,685	45,000	45,000
Total Personnel Services					240,686	246,923	281,044	641,900
Materials and Supplies								
700	5	500	4200	Office Supplies	332	303	500	-
700	5	500	4209	In House Copying	42	-	-	-
700	5	500	4210	Printing, Binding & Copying	485	695	1,500	-
700	5	500	4211	Operating Supplies	4,118	2,260	4,000	5,000
700	5	500	4230	Uniforms & Clothing	5,327	5,299	6,000	6,000
700	5	500	4240	Repair & Maintenance Supp	104	-	100	-
700	5	500	4250	Small Tools	237	2,106	3,500	3,500
Total Materials and Supplies					10,645	10,663	15,600	14,500
Contractual Services								
700	5	500	4300	Professional Services	12,583	10,930	25,000	75,000
700	5	500	4301	Other Contractual Service	41,407	44,756	25,000	-
700	5	500	4307	General Fund Charges	525,000	525,000	525,000	575,000
700	5	500	4319	Engineering Services	15,833	22,907	7,000	15,000
700	5	500	4324	License & Permits Fees	12,456	10,494	16,000	12,000
700	5	500	4330	Postage & Meter Fees	4,688	4,791	5,150	5,150
700	5	500	4331	Telephone	6,601	5,912	5,000	5,000
700	5	500	4332	Radio Services	1,782	1,841	400	1,500
700	5	500	4340	Travel Expenses	297	147	350	-
700	5	500	4344	Books & Publications	-	-	350	350
700	5	500	4345	Dues & Subscriptions	2,429	2,425	1,500	2,500
700	5	500	4346	Meeting, Conferences	971	1,224	4,000	4,350
700	5	500	4350	Advertising	-	-	1,000	-
700	5	500	4370	Insurance - General Liability	68,587	49,355	95,000	95,000
Total Contractual Services					692,633	679,782	710,750	790,850
Capital and Other								
700	5	500	4402	Repair & Maintenance Equip	279	171	500	500
700	5	500	4510	Rental Building	75,000	75,000	75,000	75,000
700	5	500	4701	Machinery & Equipment	-	855	-	-
700	5	500	4730	Depreciation	619,797	659,486	660,000	660,000
700	5	500	4900	Transfers	400,000	400,000	400,000	400,000
700	5	500	4950	Refunds	16,439	35,243	-	-
700	5	500	4996	Collected for Other Agency	55,744	55,744	84,950	84,950
700	5	500	4997	Bad Debt Expense	1,781	2,823	1,500	-
Total Capital and Other					1,169,041	1,229,322	1,221,950	1,220,450
Total for Water Department Admin					2,113,004	2,166,690	2,229,344	2,667,700

Water and Sewer Utility

Tower Maintenance

Tower Maintenance				Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services							
700	5	502	4100	Wages-Regular	4,215	851	8,967
700	5	502	4111	Wages-Overtime	585	-	1,570
700	5	502	4140	Employer PERA	293	115	569
700	5	502	4145	Employer FICA	332	73	725
Personnel Services				5,425	1,039	11,831	-
Materials and Supplies							
700	5	502	4240	Repair & Maintenance Supp	-	-	500
Materials and Supplies				-	-	500	500
Contractual Services							
700	5	502	4300	Professional Services	-	-	3,600
700	5	502	4301	Other Contractual Services	-	-	3,000
700	5	502	4380	Electric Service	1,408	1,436	2,000
Contractual Services				1,408	1,436	5,000	5,600
Capital and Other							
700	5	502	4400	Repairs & Maintenance	3,480	20,887	15,000
Capital and Other				3,480	20,887	15,000	15,000
Total for Tower Maintenance				10,312	23,362	32,331	21,100

Water and Sewer Utility

Well Maintenance

Well Maintenance					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services								
700	5	510	4100	Wages-Regular	44,931	45,059	67,680	-
700	5	510	4111	Wages-Overtime	789	535	3,400	-
700	5	510	4120	Wages-Temporary	588	-	-	-
700	5	510	4140	Employer PERA	3,782	3,958	5,438	-
700	5	510	4145	Employer FICA	3,851	3,820	5,153	-
700	5	510	4168	Standby Pay	6,555	7,721	7,000	-
Personnel Services					60,496	61,093	88,671	-
Materials and Supplies								
700	5	510	4211	Operating Supplies	149	57	500	1,000
700	5	510	4240	Repair & Maintenance Supp	333	56	1,200	-
700	5	510	4241	Equipment Parts	9,083	3,507	12,000	10,000
700	5	510	4250	Small Tools	-	-	500	500
Materials and Supplies					9,565	3,621	14,200	11,500
Contractual Services								
700	5	510	4301	Other Contractual Services	200	-	10,000	-
700	5	510	4380	Electric Service	222,058	179,315	250,000	200,000
Contractual Services					222,258	179,315	260,000	200,000
Capital and Other								
700	5	510	4401	Repair & Maintenance Bldg	5,617	5,004	30,000	5,000
700	5	510	4402	Repair & Maintenance Equip	13,868	37,362	35,000	35,000
Capital and Other					19,486	42,366	65,000	40,000
Total for Well Maintenance					311,805	286,395	427,871	251,500

Water and Sewer Utility

Distribution System

Distribution System					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services								
700	5	521	4100	Wages-Regular	93,116	134,177	100,000	-
700	5	521	4111	Wages-Overtime	16,638	17,061	15,000	-
700	5	521	4120	Wages-Temporary	3,334	-	-	-
700	5	521	4121	Wages-Temp OT	302	-	-	-
700	5	521	4140	Employer PERA	8,826	12,002	10,000	-
700	5	521	4145	Employer FICA	8,534	12,157	10,000	-
700	5	521	4168	Standby Pay	6,555	7,721	6,500	-
Personnel Services					137,305	183,118	141,500	-
Materials and Supplies								
700	5	521	4223	Chemicals	16,631	15,801	27,500	25,000
700	5	521	4240	Repair & Maintenance Supp	23,700	32,682	34,000	34,000
700	5	521	4243	Road Materials	10,055	15,908	12,500	12,500
700	5	521	4244	Landscape Materials	2,980	425	1,000	1,000
700	5	521	4250	Small Tools	251	80	750	750
Materials and Supplies					53,617	64,896	75,750	73,250
Contractual Services								
700	5	521	4300	Professional Services	8,910	29,760	4,000	200,000
700	5	521	4301	Other Contractual Services	234,998	194,223	150,000	-
Contractual Services					243,908	223,983	154,000	200,000
Capital and Other								
700	5	521	4400	Repair & Maintenance	43,445	19,865	6,500	6,500
700	5	521	4402	Repair & Maintenance Equip	2,962	2,981	3,000	3,000
700	5	521	4412	Curb Repair	3,600	11,150	11,500	11,500
700	5	521	4500	Rental Equipment	-	-	2,000	2,000
700	5	521	4705	Capital Outlay	-	699	-	-
Capital and Other					50,007	34,695	23,000	23,000
Total for Distribution System Main					484,837	506,691	394,250	296,250

Water and Sewer Utility

Meter Maintenance

Meter Maintenance				Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services							
700	5	523	4100	Wages-Regular	42,463	47,532	89,525
700	5	523	4111	Wages-Overtime	117	425	4,741
700	5	523	4115	Wages-Part Time	4,635	-	-
700	5	523	4120	Wages-Temporary	112	39	-
700	5	523	4140	Employer PERA	3,970	4,213	6,599
700	5	523	4145	Employer FICA	3,777	3,948	7,211
700	5	523	4162	Holiday Pay	122	-	-
700	5	523	4168	Standby Pay	6,555	7,721	6,950
Personnel Services				61,751	63,878	115,026	-
Materials and Supplies							
700	5	523	4240	Repair & Maintenance Supp	1,698	164	5,000
700	5	523	4250	Small Tools	-	-	400
700	5	523	4298	Water Meters	(4,795)	4,870	17,500
Materials and Supplies				(3,097)	5,034	22,900	20,000
Contractual Services							
700	5	523	4300	Professional Services	1,440	705	-
700	5	523	4301	Other Contractual Services	3,000	11,509	3,500
Contractual Services				4,440	12,213	3,500	26,500
Capital and Other							
700	5	523	4402	Repair & Maintenance Equip	9,000	-	1,000
700	5	523	4705	Capital Outlay	-	3,000	-
Capital and Other				9,000	3,000	1,000	1,000
Total for Meter Maintenance				72,094	84,126	142,426	47,500

Water and Sewer Utility

Filtration System & Conservation and Other

Filtration System					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services								
700	5	525	4100	Wages-Regular	15,868	14,398	15,000	-
700	5	525	4111	Wages-Overtime	564	1,418	-	-
700	5	525	4120	Wages-Temporary	98	-	-	-
700	5	525	4140	Employer PERA	1,720	1,702	1,575	-
700	5	525	4145	Employer FICA	1,677	1,714	1,721	-
700	5	525	4168	Standby Pay	6,555	7,721	7,500	-
Personnel Services					26,483	26,953	25,796	-
Materials and Supplies								
700	5	525	4211	Operating Supplies	330	2,267	4,866	2,500
Materials and Supplies					330	2,267	4,866	2,500
Contractual Services								
700	5	525	4300	Professional Services	-	-	-	5,000
700	5	525	4301	Other Contractual Services	3,451	4,517	-	-
700	5	525	4331	Telephone	465	468	-	500
700	5	525	4380	Electric Service	8,681	7,316	10,000	7,500
Contractual Services					12,597	12,301	10,000	13,000
Capital and Other								
700	5	525	4402	Repair and Maintenance - Equip	-	11,839	5,000	5,000
700	5	525	4540	Rental - Other	366	-	-	-
Capital and Other					366	11,839	5,000	5,000
Total Filtration					39,776	53,361	45,662	20,500
Conservation & Other					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services								
700	5	533	4100	Wages-Regular	1,495	1,054	5,134	-
700	5	533	4111	Wages-Overtime	448	624	871	-
700	5	533	4120	Wages-Temporary	28	-	-	-
700	5	533	4140	Employer PERA	826	123	432	-
700	5	533	4145	Employer FICA	176	128	439	-
Personnel Services					2,973	1,929	6,876	-
Materials and Supplies								
700	5	533	4211	Conservation Mat. & Sup.	-	-	10,000	-
Materials and Supplies					-	-	10,000	-
Total for Utility Department, Other					2,973	1,929	16,876	-
Total Water Division					3,034,801	3,122,554	3,288,761	3,304,550

Sewer Administration					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services								
725	5	550	4100	Wages-Regular	72,296	71,137	64,375	425,000
725	5	550	4100	Leave Time	43,662	45,077	41,200	-
725	5	550	4111	Wages-Overtime	-	241	-	15,000
725	5	550	4115	Wages-Part Time	-	-	750	-
725	5	550	4140	Employer PERA	8,088	8,540	7,390	23,500
725	5	550	4145	Employer FICA	8,080	8,260	8,134	24,500
725	5	550	4150	Employer Insurance	58,652	62,229	68,000	66,100
725	5	550	4154	Workmen's Compensation In	46,970	49,685	62,500	62,500
Personnel Services					237,749	245,169	252,349	616,600
Materials and Supplies								
725	5	550	4200	Office Supplies	280	303	250	-
725	5	550	4209	In House Copying	42	-	550	-
725	5	550	4210	Printing, Binding & Copying	485	310	700	-
725	5	550	4211	Operating Supplies	3,056	1,928	3,000	4,000
725	5	550	4230	Uniforms & Clothing	5,327	5,299	6,000	6,000
725	5	550	4240	Repair & Maintenance Supp	-	-	200	-
725	5	550	4250	Small Tools	1,051	2,008	3,250	32,500
Materials and Supplies					10,241	9,847	13,950	42,500
Contractual Services								
725	5	550	4300	Professional Services	11,500	10,500	15,000	60,000
725	5	550	4301	Other Contractual Service	47,059	50,212	30,000	-
725	5	550	4307	Charges from General Fund	525,000	525,000	525,000	575,000
725	5	550	4324	License & Permits Fees	-	-	450	-
725	5	550	4330	Postage & Meter Fees	4,621	4,618	5,000	5,000
725	5	550	4331	Telephone	6,601	5,912	5,000	5,000
725	5	550	4332	Radio Services	1,782	1,841	336	2,000
725	5	550	4340	Travel Expenses	251	187	500	-
725	5	550	4344	Books & Publications	-	-	500	500
725	5	550	4345	Dues & Subscriptions	512	450	900	900
725	5	550	4346	Meeting, Conferences & Schooling	612	1,491	4,000	4,500
725	5	550	4350	Advertising	-	-	1,500	-
725	5	550	4360	Legal & Public Notices/Ad	-	-	200	-
725	5	550	4370	Insurance - General Liability	68,587	49,355	97,500	97,500
725	5	550	4390	MWCC Sewer Charges	2,354,100	2,283,251	2,328,014	2,374,574
Contractual Services					3,020,624	2,932,816	3,013,900	3,124,974
Capital and Other								
725	5	550	4402	Repair & Maintenance Equipment	-	171	-	-
725	5	550	4510	Rental Building	75,000	75,000	75,000	75,000
725	5	550	4701	Machinery & Equipment	-	855	25,000	5,000
725	5	550	4730	Depreciation	521,252	508,732	550,000	550,000
725	5	550	4900	Transfers	400,000	400,000	400,000	400,000
725	5	550	4950	Refunds	22,450	52,535	-	-
Capital and Other					1,018,703	1,037,293	1,050,000	1,030,000
Total for Sewer Department Admin					4,287,316	4,225,126	4,330,199	4,814,074

Water and Sewer Utility

Lift Station Maintenance

Maintenance Lift Stations					Actual 2018	Actual 2019	Adopted 2020	
Personnel Services								
725	5	552	4100	Wages-Regular	39,312	49,738	52,000	-
725	5	552	4111	Wages-Overtime	3,312	5,601	6,000	-
725	5	552	4120	Wages-Temporary	644	559	-	-
725	5	552	4140	Employer PERA	3,486	4,683	4,360	-
725	5	552	4145	Employer FICA	3,550	4,553	4,437	-
725	5	552	4168	Standby Pay	6,555	7,721	7,500	-
Personnel Services					56,859	72,856	74,297	-
Materials and Supplies								
725	5	552	4240	Repair & Maintenance Supp	42,339	39,346	30,000	40,000
725	5	552	4250	Small Tools	-	-	500	-
Materials and Supplies					42,339	39,346	30,500	40,000
Contractual Services								
725	5	552	4301	Other Contractual Service	1,370	-	5,000	2,500
725	5	552	4380	Electric Service	65,093	59,387	75,000	65,000
Contractual Services					66,463	59,387	80,000	67,500
Capital and Other								
725	5	552	4400	Repairs & Maintenances	37,526	40,989	25,000	35,000
725	5	552	4700	Capital Outlay Other	-	15,345	15,000	15,000
Capital and Other					37,526	56,334	40,000	50,000
Lift Station Maintenance					203,187	227,922	224,797	157,500

Water and Sewer Utility

Collection System Maintenance

Collection System Maintenance					Actual 2018	Actual 2019	Adopted 2020	Adopted 2021
Personnel Services								
725	5	573	4100	Wages-Regular	29,866	31,224	55,213	-
725	5	573	4111	Wages-Overtime	9,640	4,172	1,607	-
725	5	573	4120	Wages-Temporary	2,275	2,665	-	-
725	5	573	4140	Employer PERA	2,961	2,618	2,469	-
725	5	573	4145	Employer FICA	3,081	2,856	2,532	-
Personnel Services					47,824	43,536	61,821	-
Materials and Supplies								
725	5	573	4240	Repair & Maintenance Supp	2,761	2,354	7,500	5,000
725	5	573	4241	Equipment Parts	964	1,303	4,000	-
Materials and Supplies					3,725	3,657	11,500	5,000
Contractual Services								
725	5	573	4300	Professional Services	-	-	3,000	20,000
725	5	573	4301	Other Contractual Service	20,155	-	30,000	-
Contractual Services					20,155	-	33,000	20,000
Capital and Other								
725	5	573	4400	Repairs & Maintenances	200	8,099	10,000	10,000
725	5	573	4402	Repair & Maintenance Equipment	-	121	3,000	-
Capital and Other					200	8,220	13,000	10,000
Total for Collection System Maintenance					71,903	55,412	119,321	35,000
Total Sewer Division					4,562,406	4,508,461	4,674,317	5,006,574

Charitable Gambling

This fund accounts for fees generated through pull-tab sales which are conducted by local non-profit organizations. Receipts from gambling activities vary greatly from year to year reflecting changes in the economy.

These dollars are used to fund youth-oriented activities and projects. The primary expenditures from this fund are the fireworks display at the Summerfest celebration, as well as \$25,000 towards Recreation programming including the summer concert series, and youth programming and activities. A fund balance of approximately \$98,000 is projected for the end of 2021.

Charitable Gambling	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Fees for Gaming	46,970	52,307	32,000	32,000
Interest On Investments	1,140	3,397	600	1,000
Total Revenue	48,110	55,704	32,600	33,000
Expenditures				
Christian Cupboard COVID Relief	-	-	-	-
Transfer to Summerfest (Fireworks)	-	7,500	7,500	7,500
Transfer to Recreation Fund	25,000	25,000	25,000	30,000
Total Expenditures	25,000	32,500	32,500	37,500
Revenue Over (Under) Expenditures	23,110	23,204	100	(4,500)

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	56,801	79,911	103,115	103,215
Ending Fund Balance	79,911	103,115	103,215	98,715

Communications & Broadcasting

This fund accounts for franchise fees received from the Ramsey-Suburban Cable Commission and for rent from antennas located on city water towers. The cable franchise fees cover costs associated with broadcasting community meetings and events. Additionally, cable fees pay for broadcast equipment and a portion of contract IT services provided by the City of Roseville.

The water tower space that is available for the antennas is maintained and monitored by the Utility Division of Public Works. Accordingly, some rent dollars can be allotted to Utility Division expenditures.

Revenue received from renting space for antennas is also used to support recreation programs through an annual transfer, which has been increased to \$180,000 in 2021.

Communications & Broadcasting	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Cable Franchise Fees	218,267	249,555	145,000	200,000
Interest on Investments	13,416	26,418	2,500	10,000
Antenna Current Fees	299,148	309,144	285,000	300,000
Transfers/Other	2,040	3,904	-	4,500
Total Revenue	532,871	589,021	432,500	514,500
Expenditures				
Operating Supplies	2,957	-	1,000	1,000
Program Filming/Cable Casting	2,000	2,120	4,500	4,500
Annual Fiber Maint. North St. Paul	4,144	8,794	4,025	4,025
Communications Systems Planning	95,000	-	-	-
Transfer - General Fund	250,000	250,000	-	300,000
Transfer - Recreation Activities	150,000	150,000	150,000	180,000
Community Survey	-	-	17,000	-
Metro INET Contract	100,000	90,000	100,000	100,000
Transfer - Ambulance Fund	-	-	100,000	-
Transfer - Capital Buildings	50,000	-	-	-
Transfer - Summerfest	-	-	5,000	5,000
Transfer - Parks CIP	-	50,000	50,000	50,000
Capital Equipment/Other	845	888	7,500	-
Total Expenditures	655,947	551,802	439,025	644,525
Revenue Over (Under) Expenditures	(123,075)	37,219	(6,525)	(130,025)
	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	501,442	378,367	415,586	415,586
Ending Fund Balance	378,367	415,586	409,061	285,561

Community & Economic Development

This fund was initially established in 1994 as the “Seed Fund” in order to stimulate economic development by providing low interest development loans. Funding was initially established with a transfer from an economic development district, but has not had a steady source of revenue for many years. In 2021, a transfer of \$40,000 was established and an additional \$39,500 was transferred from the Community Development operational budget for a total of \$79,500 of revenue from the General Fund in 2021.

Maintaining this fund will ensure that funds are available to implement the goals and objectives outlined by the Comprehensive Plan as well as to be able to continue to provide funding for economic development activities in Oakdale.

Community & Economic Development	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
GF Transfer	-	-	-	79,500
Loans Receivable	-	-	-	-
Special Assessments	-	12,280	-	-
Interest On Investments	-	3,444	-	1,000
Total Revenue	-	15,724	-	80,500
Expenditures				
Business Loans	-	-	-	25,000
Housing Improvement Area Loans	-	-	-	25,000
Loan Service Fees	-	1,827	-	2,000
Bad Debt Write Off	-	15,000	-	-
Small Area Planning	-	-	-	100,000
Willowbrooke Park Planning	-	-	-	50,000
Special Projects	-	-	-	25,000
Pre-Development	-	-	-	39,500
Total Expenditures	-	16,827	-	266,500
Revenue Over (Under) Expenditures	-	(1,103)	-	(186,000)

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	-	296,806	295,703	295,703
Ending Fund Balance	-	295,703	295,703	109,703

Forfeit Proceeds & Restitution Services

According to Minnesota State statute, proceeds from forfeited property may be retained by the City and expended for law enforcement purposes. Funds obtained from forfeitures are intended to supplement the operating budget and respond to law enforcement objectives.

Forfeit Proceeds and Restitution Services	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Forfeitures	161,272	94,380	-	-
Interest Income / Other	3,202	9,463	500	1,000
Total Revenue	164,474	103,843	500	1,000
Expenditures				
Tactical Equipment/Vehicles	57,566	-	-	-
Community Programming	-	-	-	-
Training	16,223	7,280	-	-
Employee Recognition	-	-	-	-
Miscellaneous	3,021	4,623	10,000	-
Total Expenditures	76,810	11,903	10,000	-
Revenue Over (Under) Expenditures	87,664	91,940	(9,500)	1,000
	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	107,153	194,817	286,757	277,257
Ending Fund Balance	194,817	286,757	277,257	276,257

Neighborhood & Strategic Initiatives Fund

Beginning in 2019 a tax levy of \$25,000 was established to ensure that funding would be available to address neighborhood and strategic initiatives as defined by City Council. Typically fees associated with small area studies, similar to the planning done for the Willowbrooke Development, and other city-wide planning related items are paid for out of this fund. Currently, the tax levy is the only source of revenue for this fund so staff and Council may want to consider sources and uses of funds for the future.

Neighborhood and Strategic Initiatives	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Developer Payments	-	-	-	-
General Fund Transfer	-	-	25,000	15,000
Transfer State Loan Money	116,418	-	-	-
Interest On Investments	628	1,378	250	500
Total Revenue	117,045	1,378	25,250	15,500
Expenditures				
Consulting Fees	47,422	1,970	-	-
Neighborhood Improvement	-	-	-	25,000
Total Expenditures	47,422	1,970	-	25,000
Revenue Over (Under) Expenditures	69,624	(592)	25,250	(9,500)
	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	(29,852)	39,772	39,180	64,430
Ending Fund Balance	39,772	39,180	64,430	54,930

Recreation Activities

This fund was established to account for recreational activities that operate on a fee basis. Revenue generated through registration fees is used to fund direct costs of the programs. In order to adapt to the changing needs and preferences of the community, changes are made to the programs on an ongoing basis. Program fees are adjusted annually to ensure that the programs are self-supporting.

In addition to fee revenue, the City also transfers funds from antenna rental fees to help cover the administrative costs of operating these programs. For 2021 there will also be a transfer of \$25,000 from the Charitable Gambling fund to pay for the summer concert series, and youth programming and activities.

Recreation Activities	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Administration	175,597	175,000	190,000	225,000
Contract for Programs	13,319	14,745	13,600	13,960
Revenue Generating Programs	47,681	33,890	36,835	31,170
Funding Supplemented Programs	33,703	32,115	30,150	30,525
Swimming Lessons and Tanners Lake	17,844	14,153	22,000	-
Total Revenue	288,144	269,903	292,585	300,655
Expenditures				
Administration	152,191	158,925	135,000	175,565
Contract for Programs	11,095	9,968	11,180	11,380
Revenue Generating Programs	22,702	10,325	16,635	11,332
Funding Supplemented Programs	78,183	80,489	95,100	96,200
Swimming Lessons and Tanners Lake	28,716	23,825	29,700	3,100
Total Expenditures	292,887	283,532	287,615	297,577
Revenue Over (Under) Expenditures	(4,743)	(13,629)	4,970	3,078

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	20,646	15,903	2,274	7,244
Ending Fund Balance	15,903	2,274	7,244	10,322

Recreation Activities

Administration, Contract for Programs Revenue Generating Programs

Recreation Activities			Revenue 2021	Expense 2021	2021 Projected Gain (Loss)
Administration					
222	040	Administration	-	175,565	(175,565)
222	040	Donations	15,000	-	15,000
222	040	Transfer - Charitable Gambling	30,000	-	30,000
222	040	Transfer - Communications	180,000	-	180,000
Sub-Total Administration			225,000	175,565	49,435
Contract for Programs					
205	041	KidSmart	-	-	-
244	041	Cinderella's Dance	1,300	1,200	100
264	041	Yoga	8,600	7,000	1,600
702	041	Wahoo! Adventures	2,500	1,900	600
720	041	Nature	75	30	45
723	041	Kid Create	665	650	15
727	041	PickleBall	460	400	60
738	041	Appraising Antiques	360	200	160
Sub-Total Contract for Programs			13,960.00	11,380.00	2,580.00
Revenue Generating Programs					
203	042	Senior Day Trips	4,300	4,200	100
214	042	Picnic Shelters/Pavilion	18,000	-	18,000
234	042	Indoor Garage Sale	485	300	185
251	042	Sundae Bingo	650	500	150
262	042	Bunker Park	1,010	912	98
265	042	Farmers Market	2,160	1,500	660
713	042	Indoor Tennis	885	700	185
716	042	Indoor Market	2,225	1,500	725
722	042	Bowling	330	320	10
731	042	Art Fair	375	-	375
732	042	Snowshoe Rental	250	-	250
745	042	Park N Play	500	400	100
747	042	SNAP/EBT	-	1,000	(1,000)
Sub-Total Revenue Generating Programs			31,170	11,332	19,838

Recreation Activities

Funding Supplemented Programs Swimming Lessons & Tanners Lake

Recreation Activities			Revenue 2021	Expense 2021	2021 Projected Gain (Loss)
Funding Supplemented Programs					
208	043	Hayride or Pumpkin Hunt	1,350	1,500	(150)
209	043	Mystery Egg Hunt	2,100	3,200	(1,100)
215	043	Nature Programs	1,350	3,100	(1,750)
218	043	It's a Small World	1,725	7,500	(5,775)
221	043	Winter Wonderland	-	6,000	(6,000)
225	043	Discovery Ctr Room Fees	13,000	11,000	2,000
228	043	Outdoor Speaker Series	-	1,300	(1,300)
231	043	Marketing	-	5,000	(5,000)
266	043	Movie In The Park	-	1,000	(1,000)
269	043	Park Cleanup	-	450	(450)
280	043	Community Walk a Thon	-	4,000	(4,000)
282	043	IT's Coming	-	4,000	(4,000)
291	043	Summer Mini-Camps	8,000	20,000	(12,000)
293	043	Bandshell Concerts	-	6,500	(6,500)
295	043	Family Fun Flatibles	3,000	7,400	(4,400)
297	043	Wednesday Cards	-	100	(100)
298	043	Warming houses	-	9,500	(9,500)
741	043	Santa Fire Truck		350	(350)
742	043	Wellness 50	-	300	(300)
743	043	Pop up Parks	-	4,000	(4,000)
Sub-Total Funding Supplemented Programs			30,525	96,200	(65,675)
Swimming Lessons & Tanners Lake					
226	044	Tanner's Phone	-	1,300	(1,300)
226	044	Tanner's Bathrooms Watch	-	1,800	(1,800)
Sub-Total Swimming Lessons & Tanners Lake			-	3,100	(3,100)
Grand Total			300,655	297,577	3,078

Surface Water Management

The surface water utility fund has been in effect since 2003. The utility is projected to generate approximately \$720,000 in revenue for 2021. These funds enable the City of Oakdale to respond to maintenance and drainage issues, complete capital replacement projects, and address legal mandates. This utility also enabled the City to reduce its reliance on tax levy revenues for these essential services.

The Public Works divisions of Forestry and Environmental Services is responsible for the oversight of most programs accounted for in this budget. Additionally, street sweeping operations are now fully accounted for in this budget – previously only part of those operations were accounted for. Staff has evaluated the water quality implications of street sweeping operations and has determined that this fund is the appropriate place for costs associated with that program.

Surface Water Management	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Utility Fees	450,396	449,984	450,000	636,300
State Grant	-	9,260	-	-
Transfers Per Rate Study	-	-	-	75,000
Interest on Investments	12,732	26,143	13,500	10,000
Total Revenue	463,128	485,387	463,500	721,300
Expenditures				
General Administration	353,893	955,366	237,140	350,590
Street Sweeping	20,360	29,903	87,450	10,000
Maint & Drainage	27,474	107,560	95,343	43,000
Catch Basin Maintenance	41,675	42,377	46,402	24,500
Fountain Maintenance	1,158	1,411	6,228	2,500
Total Expenditures	444,560	1,136,617	472,563	430,590
Revenue Over (Under) Expenditures	18,568	(651,230)	(9,063)	290,710
Beginning Fund Balance	744,581	763,149	111,919	227,917
Ending Fund Balance	763,149	111,919	102,856	518,627

Surface Water Management Fund

General Administration

Surface Water Management					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue								
206-4 000 3237 000	State Grant	-	9,260	-	-			
206-4 000 3550 300	Utility Fees	450,396	449,984	450,000	636,300			
206-4 000 3711 000	Interest & Misc.	12,732	26,143	13,500	10,000			
Total Revenue					463,128	485,386	463,500	646,300
Expenditures								
Personnel Services								
206-5 800 4100 000	Wages - Regular	75,552	82,756	82,547	163,690			
206-5 800 4111 000	Wages - Overtime	2,553	5,735	-	5,000			
206-5 800 4120 000	Wages - Temporary	-	-	6,000	6,000			
206-5 800 4140 000	Employer PERA	6,452	7,004	5,778	12,300			
206-5 800 4145 000	Employer FICA	6,595	7,173	6,315	12,600			
206-5 800 4154 000	Workers Comp Insurance	629	1,505	-	-			
206-5 800 4161 000	Vacation Pay	3,480	1,319	-	-			
206-5 800 4162 000	Holiday Pay	3,818	4,090	-	-			
206-5 800 4163 000	Sick Pay	415	430	-	-			
206-5 800 4164 000	Personal Leave Pay	911	-	-	-			
Total Personnel					100,405	110,012	100,640	199,590
Materials & Supplies								
206-5 800 4240 000	Repair & Maint Supplies	-	-	500	-			
Total Materials & Supplies					-	-	500	-
Contractual Services								
206-5 800 4300 000	Professional Services	15,225	-	-	15,000			
206-5 800 4301 000	Other Contractual Service	1,988	14,565	-	-			
206-5 800 4319 000	Engineering Services	24,192	3,694	10,500	10,500			
206-5 800 4346 000	Meeting Conferences	-	650	500	500			
205-5 800 4370 000	Insurance - General Liability	2,083	4,935	5,000	5,000			
206-5 800 4605 000	Silver Lake Contribution	-	-	-	-			
Total Contractual Services					43,488	23,844	16,000	31,000
Capital and Transfers								
206-5 800 4605 000	Contributions	-	1,509	-	-			
206-5 800 4900 000	Transfers to Other Funds	210,000	820,000	120,000	120,000			
Total Capital & Transfers					210,000	821,509	120,000	120,000
Total General Administration					353,893	955,366	237,140	350,590

Surface Water Management Fund

Street Sweeping

Street Sweeping					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
206-5	801	4100	000	Wages - Regular	17,212	24,940	59,953	-
206-5	801	4111	000	Wages - Overtime	22	164	2,500	-
206-5	801	4140	000	Employer PERA	1,264	1,866	4,910	-
206-5	801	4145	000	Employer FICA	1,242	1,853	4,587	-
Total Personnel					19,740	28,823	71,950	-
Supplies & Contractual Services								
206-5	801	4211	000	Operating Supplies	-	-	-	10,000
206-5	801	4240	000	Repair & Maint Supplies	-	-	14,000	-
206-5	801	4299	000	Other Materials & Supplies	620	317	1,500	-
Total Supplies & Contractual					620	317	15,500	10,000
Contractual Services								
206-5	801	4301	000	Other Contractual Svcs	-	763	-	-
Total Contractual Services					-	763	-	-
Total Street Sweeping					20,360	29,903	87,450	10,000

Surface Water Management Fund

Maintenance & Drainage Correction

Maintenance & Drainage Correction					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
206-5	802	4100	000	Wages - Regular	10,493	22,605	45,000	-
206-5	802	4111	000	Wages - Overtime	474	706	750	-
206-5	802	4120	000	Wages - Temporary	1,908	653	-	-
206-5	802	4140	000	Employer PERA	799	1,603	3,375	-
206-5	802	4145	000	Employer FICA	962	1,655	3,443	-
Total Personnel					14,635	27,222	52,568	-
Materials & Supplies								
206-5	802	4211	000	Operating Supplies	2,829	2,940	2,500	3,000
206-5	802	4244	000	Landscaping Materials	102	-	-	-
206-5	802	4299	000	Other Materials & Supplies	7	-	-	-
Total Materials & Supplies					2,938	2,940	2,500	3,000
Contractual Services								
206-5	802	4300	000	Professional Services	-	-	-	40,000
206-5	802	4301	000	Other Contractual Service	-	20,750	-	-
206-5	802	4305	000	Construction Services	9,901	56,648	40,000	-
206-5	802	4319	000	Engineering Services	-	-	-	-
206-5	802	4399	000	Other Misc	-	-	-	-
Total Contractual Services					9,901	77,398	40,000	40,000
Capital & Other								
206-5	802	4500	000	Rental Equipment	-	-	275	-
206-5	802	4700	000	Capital Drainage	-	-	-	-
Total Capital & Other					-	-	275	-
Total Maintenance & Drainage Correction					27,474	107,560	95,343	43,000

Surface Water Management Fund

Catch Basin Maintenance, Fountain Maintenance & Aeration

Catch Basin Maintenance					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
206-5	803	4100	000	Wages - Regular	12,680	15,625	17,500	-
206-5	803	4111	000	Wages - Overtime	332	1,921	1,750	-
206-5	803	4120	000	Wages - Temporary	1,138	401	-	-
206-5	803	4140	000	Employer PERA	880	1,419	1,313	-
206-5	803	4145	000	Employer FICA	1,014	1,363	1,339	-
Total Personnel					16,045	20,728	21,902	-
Materials & Supplies								
206-5	803	4211	000	Operating Supplies	4,060	1,642	2,500	2,500
206-5	803	4244	000	Repair & Maint Supplies	-	13	-	-
206-5	803	4299	000	Other Materials & Supplies	455	145	-	-
Total Materials & Supplies					4,515	1,799	2,500	2,500
Contractual Services								
206-5	803	4300	000	Professional Services	-	-	-	22,000
206-5	803	4301	000	Other Contractual Services	21,115	19,850	22,000	-
Total Contractual Services					21,115	19,850	22,000	22,000

Total Catch Basin Maintenance	41,675	42,377	46,402	24,500
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Fountain Maintenance & Aeration					2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Personnel Services								
206-5	804	4100	000	Wages - Regular	233	-	1,500	-
206-5	804	4120	000	Wages - Temporary	-	-	500	-
206-5	804	4140	000	Employer PERA	17	-	113	-
206-5	804	4145	000	Employer FICA	18	-	115	-
Total Personnel					268	-	2,228	-
Materials & Supplies								
206-5	804	4211	000	Operating Supplies	-	-	-	1,000
206-5	804	4244	000	Landscape Materials	-	-	500	-
206-5	804	4299	000	Other Materials & Supplies	-	-	500	-
Total Materials & Supplies					-	-	1,000	1,000
Contractual Service								
206-5	804	4300	000	Professional Services	-	-	-	1,500
206-5	804	4301	000	Other Contractual Services	890	1,411	1,500	-
206-5	804	4380	000	Electric Service	-	-	1,500	-
Total Contractual Services					890	1,411	3,000	1,500

Total Fountain Maintenance & Aeration	1,158	1,411	6,228	2,500
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Total Surface Water Management	444,560	1,136,618	472,563	430,590
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Veterans Memorial Fund

This fund was established to maintain the Veterans Memorial outside of City Hall. Any donations received for memorial bricks or otherwise designated for the memorial are reserved in this fund for future maintenance to the bricks, grounds, or fountain as needed. There are no anticipated upgrades for 2021.

Veterans Memorial Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Contributions & Donations	3,655	254	-	-
Interest On Investments	6	135	-	-
Total Revenue	3,661	389	-	-
Expenditures				
	-	-	-	-
Total Expenditures	-	-	-	-
Revenue Over (Under) Expenditures	3,661	389	-	-

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Beginning Fund Balance	-	3,661	4,050	4,050
Ending Fund Balance	3,661	4,050	4,050	4,050

4th Street Escrow

This fund was established to account for land payments to the City by Carlson Companies. The City purchased right of way land from MNDOT for the project with reimbursement by Carlson over a period of time. The initial discussion was that this money would be used to help offset the cost of upgrading 4th Street.

4th Street Escrow	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Interest on Investments	16,433	32,653	12,000	15,000
Other	-	-	-	-
Total Revenue	16,433	32,653	12,000	15,000
Expenditures				
Contractual Services	14,928	47,612	-	-
Other	-	-	-	-
Total Expenditures	14,928	47,612	-	-
Revenue Over (Under) Expenditures	1,505	(14,959)	12,000	15,000
Beginning Fund Balance	892,307	893,812	878,853	890,853
Ending Fund Balance	893,812	878,853	890,853	905,853

Capital Improvement Planning Fund

This fund was established to provide financing for infrastructure projects that are not fully assessable, or when other funding sources are not available. This resource plays a critical role in Oakdale's ability to complete capital road reconstruction and overlay projects.

From 2009 through 2011 the City redirected an annual tax levy to the General Fund to offset reductions in state aid. The levy for \$100,000 was reinstated for 2012 through 2019. The City did increase this levy for 2020, but will require additional increases in the future.

As we have done in the past staff will continue to look for internal funding options which may help delay the timing of a levy increase. Typically this would include closing completed construction funds into the CIP fund.

Capital Improvement Planning Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Taxes and Assessments	102,977	103,418	200,000	200,000
Interest on Investments	6,211	7,520	-	5,000
Total Revenue	109,188	110,938	200,000	205,000
Expenditures				
Transfers Out	370,305	300,000	300,000	300,000
Traffic Study	-	4,500	-	-
Total Expenditures	370,305	304,500	300,000	300,000
Revenue Over (Under) Expenditures	(261,117)	(193,562)	(100,000)	(95,000)
Beginning Fund Balance	468,948	207,831	-	14,269
Ending Fund Balance	207,831	14,269	-	(80,731)

Park Capital Reserve Fund

Revenue accounted for in the Park Capital Reserve Fund includes an annual tax levy of \$100,000, a transfer from antenna rental fees of \$50,000, land rental fees from Oak Marsh golf course, as well as a modest amount of income from park dedication fees.

The expenditure portion of this budget primarily includes projects that are recommended by the Park Commission and subsequently adopted by Council as part of the CIP. Also included are some unplanned capital repairs.

Park Capital Reserve Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Park Dedication Fees	2,886	-	6,500	6,500
Transfers from Communications	-	50,000	50,000	50,000
Property Tax	98,719	99,353	100,000	100,000
Rents	43,258	44,068	32,000	32,000
Intergovernmental Revenue	1,000	-	-	-
Contributions & Donations	30,000	27,632	29,000	29,000
Refunds & Reimbursements	300	-	-	-
Interest on Investments	7,685	11,684	2,500	2,500
Total Revenue	183,848	232,738	220,000	220,000
Expenditures				
Richard Walton Park	15,673	13,103	485,000	110,000
Oakdale Park	-	89,298	-	135,000
Tanners Lake Park	99,524	-	-	-
Walton Ballfields	89,984	59,229	-	-
Titan Park	-	2,000	-	-
General Park Development	1,252	31,855	-	-
Total Expenditures	206,433	195,486	485,000	245,000
Revenue Over (Under) Expenditures	(22,585)	37,252	(265,000)	(25,000)
Beginning Fund Balance	430,094	407,509	444,761	234,761
Ending Fund Balance	407,509	444,761	179,761	209,761

Park Land/Open Space Escrow

The Park Land/Open Space Escrow fund was established to purchase property in the event a site becomes available that would be an appropriate spot for a future park or to preserve open space, or to make park improvements.

Park Land Escrow/Open Space Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Interest on Investments	5,341	10,769	1,500	5,000
Other	-	-	-	-
Total Revenue	5,341	10,769	1,500	5,000
Expenditures				
Contractual Services	-	-	-	-
Other	-	-	-	-
Total Expenditures	-	-	-	-
Revenue Over (Under) Expenditures	5,341	10,769	1,500	5,000
Beginning Fund Balance	296,409	301,750	312,519	314,019
Ending Fund Balance	301,750	312,519	314,019	319,019

Park Tool Escrow

Park Tool Land Escrow is a capital fund that has been set up as an escrow account for money that will eventually be allocated to specific projects.

These funds were generated from the sale of land that housed the tennis bubble and was considered park space; the original intent was to allocate this money to park related projects. The funds could be used for trail construction in the 3M development or as otherwise directed by Council.

Park Tool Escrow	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Interest on Investments	15,975	32,201	12,000	15,000
Other	-	-	-	-
Total Revenue	15,975	32,201	12,000	15,000
Expenditures				
Contractual Services	-	2,649	-	-
Total Expenditures	-	2,649	-	-
Revenue Over (Under) Expenditures	15,975	29,553	12,000	15,000
Beginning Fund Balance	886,682	902,657	932,209	944,209
Ending Fund Balance	902,657	932,209	944,209	959,209

Public Building Fund

This fund was established to provide supplemental financing for public building projects. The major projects in the near future include the renovation and expansion of the Police Department, a new Public Works Facility, and a renovation to the existing City Hall space, in addition to general maintenance on other city buildings.

Upcoming projects that are anticipated to utilize this fund include the new Public Works facility, which is anticipated to start in 2023, and the expansion and renovation of the Police Department area of City Hall, which is anticipated to start in 2025.

Public Building Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Taxes	197,891	396,917	440,000	440,000
Insurance Recovery	-	-	-	-
Investment Interest	-	1,698	-	1,000
Budgeted Transfers	50,000	-	-	-
Total Revenue	247,891	398,615	440,000	441,000
Expenditures				
Police Renovation Planning	376,794	-	-	-
Indoor Air Quality Study - PW	-	2,738	-	-
Fire Station Repairs	-	32,905	-	-
Office Furniture	-	9,892	-	-
Total Expenditures	376,794	45,535	-	-
Revenue Over (Under) Expenditures	(128,903)	353,080	440,000	441,000
Beginning Fund Balance	2,489,491	2,360,588	2,713,668	3,153,668
Ending Fund Balance	2,360,588	2,713,668	3,153,668	3,594,668
Cash and Cash Equivalents	-44,329	309,365	-	-

Utility System Replacement Fund

This fund functions as an extension of the water and sewer utility funds and is used to account for capital maintenance, capital equipment acquisition or construction projects associated with these utilities. The fund is supported by an annual transfer from the water and sewer utility funds. The amount of the transfer is based on the projected capital needs of the system and will be adjusted periodically.

Beginning in 2018 the annual transfer from the water and sewer enterprise funds was increased to \$400,000 each, for a total of \$800,000 of revenue into this fund. Those funds are used for projects that are included in the annual Capital Improvements Projects.

Utility System Replacement Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Other Charges	2,440	-	-	-
Special Assessments	1,776	1,727	1,650	1,700
Interest on Investments	33,807	44,702	15,000	30,000
Transfers In	800,000	800,000	800,000	800,000
Total Revenue	838,023	846,429	816,650	831,700
Expenditures				
Capital Purchases	469,548	456,289	85,000	35,000
City Projects	995,137	7,862	30,000	430,000
Watermain Break	12,005	-	-	-
Transfers for CIP Projects	-	1,080,000	-	-
Total Expenditures	1,476,689	1,544,151	115,000	465,000
Revenue Over (Under) Expenditures	(638,667)	(697,722)	701,650	366,700
Beginning Fund Balance	1,973,709	1,335,042	637,320	1,338,970
Ending Fund Balance	1,335,042	637,320	1,338,970	1,705,670

Water and Sewer Availability Reserve

These funds were established to account for the collection of Water and Sewer availability charges generated from new development. Accordingly, new revenue from this source has been very limited as new growth has slowed for several years. There is anticipated revenue from the incoming developments at Willowbrooke and Helmo Station.

Money in this fund is generally reserved to finance major system rehabilitations or additions, such as, water towers, wells, and lift stations.

Water Availability Reserve Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Charges for Services	19,150	22,550	15,000	55,000
Interest on Investments	8,182	17,406	5,000	5,000
Total Revenue	27,332	39,956	20,000	60,000
Expenditures				
City Projects	-	-	-	375,000
	-	-	-	-
Total Expenditures	-	-	-	375,000
Revenue Over (Under) Expenditures	27,332	39,956	20,000	(315,000)
Beginning Fund Balance	447,268	474,600	514,556	534,556
Ending Fund Balance	474,600	514,556	534,556	219,556

Sewer Availability Reserve Fund	2018 Actual	2019 Actual	2020 Adopted	2021 Adopted
Revenue				
Charges for Services	13,200	22,550	15,000	55,000
Interest on Investments	20,202	41,401	7,500	7,500
Total Revenue	33,402	63,951	22,500	62,500
Expenditures				
City Projects	-	-	-	375,000
	-	-	-	-
Total Expenditures	-	-	-	375,000
Revenue Over (Under) Expenditures	33,402	63,951	22,500	(312,500)
Beginning Fund Balance	1,113,453	1,146,855	1,210,806	1,233,306
Ending Fund Balance	1,146,855	1,210,806	1,233,306	920,806

Appendix

Retired Budgets

In an effort to streamline the budget process and make Oakdale's budget easier to understand, these smaller program areas are being absorbed into the larger divisions that manage them beginning in 2021. All of the funds for personnel, materials, and services within these programs have been reallocated to their larger divisions, so these line item breakdowns have been separated out for historical context.

ADMINISTRATIVE SERVICES Administrative Division PG. 14							
Elections					2018 Actual	2019 Actual	2020 Adopted
Contractual Services							
5	026	4301	002	Other Contractual Service	60,870	-	40,000
5	026	4402	002	Repair & Maint	6,640	6,640	4,000
Subtotal					67,510	6,640	44,000
Central Services & Reception Area							
Personnel Services / Reception					2018 Actual	2019 Actual	2020 Adopted
5	084	4115	008	Wages-Part Time	29,771	33,677	50,265
5	084	4140	008	Employer PERA	2,214	2,519	3,770
5	084	4145	008	Employer FICA	2,251	2,600	3,845
5	084	4150	008	Employer Insurance	-	-	9,650
Subtotal					34,237	38,796	67,530
Materials and Supplies							
5	084	4200	008	Office Supplies	68	9	-
5	084	4209	008	In House Copying	15,361	16,112	17,000
5	084	4210	008	Printing	5,468	1,775	-
5	084	4211	008	Operating Supplies	4,533	4,511	5,500
Subtotal					25,429	22,407	22,500
Contractual Services							
5	084	4330	008	Postage & Meter Fees	15,055	13,082	15,000
Subtotal					15,055	13,082	15,000
SUBTOTAL CENTRAL SERVICES					74,722	74,286	105,030

Appendix

Retired Budgets

ADMINISTRATIVE SERVICES Finance Division PG. 17							
Property Assessments/Utilities					2018 Actual	2019 Actual	2020 Adopted
Personnel Services							
5	031	4100	003	Wages-Regular	110,748	114,061	117,050
5	031	4140	003	Employer PERA	8,257	8,505	8,776
5	031	4145	003	Employer FICA	8,236	8,532	8,954
5	031	4150	003	Employer Insurance	-	-	19,450
Subtotal					127,240	131,098	154,230
Contractual Services							
5	031	4300	003	Professional Services	132,995	129,693	131,000
5	031	4301	003	Other Contractual Service	-	-	3,500
Subtotal					132,995	129,693	134,500

SUBTOTAL FOR PROPERTY ASSESSMENTS	260,235	260,791	288,730
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General Personnel					2018 Actual	2019 Actual	2020 Adopted
Personnel Services							
5	033	4211	003	Operating Supplies	-	1,526	-
5	033	4301	003	Other Contractual Services	8,207	6,627	4,150
Subtotal					8,207	8,153	4,150

Risk Management					2018 Actual	2019 Actual	2020 Adopted
Contractual Services							
5	035	4154	003	Insurance - Worker's Comp	119,942	178,304	75,000
5	035	4300	003	Professional Services	269	732	-
5	035	4301	003	Other Contractual Services	2,102	1,915	-
5	035	4345	003	Dues & Subscriptions	-	225	-
5	035	4370	003	Insurance - General Liability	145,337	140,707	142,500
5	035	4375	003	Insurance - Deductible	11,182	17,338	15,000
5	035	4600	003	Miscellaneous	502	515	-
Subtotal					279,335	339,735	232,500

Appendix

Retired Budgets

COMMUNITY DEVELOPMENT PG. 21					2018 Actual	2019 Actual	2020 Adopted
Recycling / Environmental Services							
Personnel Services							
5	042	4100	004	Wages-Regular	43,258	46,960	41,032
5	042	4111	004	Wages-Overtime	555	189	-
5	042	4115	004	Wages-Part Time	21,767	15,983	-
5	042	4140	004	Employer PERA	4,865	4,623	3,079
5	042	4145	004	Employer FICA	4,989	4,816	3,141
5	042	4150	004	Employer Insurance	-	-	-
Subtotal for Personnel Services					75,434	72,571	47,252
Materials and Supplies							
5	042	4210	004	Printing		3,374	
5	042	4299	004	Other Materials	2,062	16,169	10,710
Subtotal Materials and Supplies					2,062	19,543	10,710
Contractual Services							
5	042	4300	004	Professional Services	-	225	-
5	042	4301	004	Other Contract/ clean up	1,363	1,521	10,000
5	042	4399	004	Other Services	-	-	1,800
Subtotal Contractual Services					1,363	1,746	11,800
SUBTOTAL FOR ENVIRONMENTAL					78,859	93,860	69,762
Solar Lease					2,018 Actual	2,019 Actual	2,020 Adopted
Rental & Other							
5	043	4541	004	Capital Lease /Contractual	4,840	-	-
Subtotal Rental & Other					4,840	-	-
SUBTOTAL FOR SOLAR LEASE					4,840	-	-

Appendix

Retired Budgets

COUNCIL AND COMMISSIONS PG. 22					2018 Actual	2019 Actual	2020 Adopted
Planning Commission							
Personnel Services							
5	021	4115	001	Wages-Part Time	-	-	-
5	021	4140	001	Employer PERA	-	-	-
5	021	4145	001	Employer FICA	-	-	-
Subtotal Personnel Services					-	-	-
Materials and Supplies							
5	021	4211	001	Operating Supplies	-	-	-
5	021	4299	001	Other Materials & Supplies	-	-	100
Subtotal Materials and Supplies					-	-	100
Contractual Services							
5	021	4300	001	Professional Services	-	-	1,000
5	021	4301	001	Other Contractual Service	766	497	1,000
5	021	4346	001	Meeting, Conferences & School	-	-	750
Subtotal Contractual Services					766	497	2,750
SUBTOTAL FOR PLANNING COMMISSION					766	497	2,850
Economic Development Commission					2018 Actual	2019 Actual	2020 Adopted
Personnel Services							
5	022	4145	001	Employer FICA	-	-	-
Subtotal Personnel Services					-	-	-
Materials and Supplies							
5	022	4211	001	Operating Supplies	-	-	-
5	022	4299	001	Other Materials & Supplies	-	-	500
Subtotal Materials and Supplies					-	-	500
Contractual Services							
5	022	4300	001	Professional Services	-	-	-
5	022	4301	001	Other Contractual Service	580	289	1,000
5	022	4346	001	Meeting, Conferences & School	-	-	250
5	022	4350	001	Advertising	-	-	-
5	022	4360	001	Legal & Public Notices/Ad	-	-	1,000
Subtotal Contractual Services					580	289	2,250
SUBTOTAL FOR ECONOMIC DEVELOPMENT COMM					580	289	2,750

Appendix

Retired Budgets

COUNCIL AND COMMISSIONS PG. 22					2018 Actual	2019 Actual	2020 Adopted
Park and Recreation Commission							
Personnel Services							
5	023	4111	001	Wages-Overtime	-	-	-
5	023	4140	001	Employer- PERA	-	-	-
5	023	4145	001	Employer FICA	-	-	-
Subtotal for Personnel Services					-	-	-
Materials and Supplies							
5	023	4299	001	Operating Supplies	-	-	-
5	023	4299	001	Other Materials & Supplies	-	-	100
Subtotal for Materials & Supplies					-	-	100
Contractual Services							
5	023	4300	001	Professional Services	-	-	1,000
5	023	4301	001	Other Contractual Svcs	841	955	1,000
5	023	4346	001	Meeting, Conferences & School	-	-	200
Subtotal Contractual Services					841	955	2,200
SUBTOTAL PARK & RECREATION COMMISSION					841	955	2,300

Appendix

Retired Budgets

POLICE ADMINISTRATION DIVISION PG. 25					2018 Actual	2019 Actual	2020 Adopted
Juvenile Services							
Personnel Services							
5	052	4100	025	Wages-Regular	75,862	80,218	81,640
5	052	4111	025	Wages-Overtime	-	113	1,000
5	052	4140	025	Employer PERA	5,438	5,763	6,160
5	052	4145	025	Employer FICA	5,770	6,108	6,283
5	052	4150	025	Employer Insurance	10,207	10,134	9,851
Subtotal Personnel Services					97,277	102,337	104,934
Materials and Supplies							
5	052	4230	025	Uniforms & Clothing	-	-	250
Subtotal Materials and Supplies					-	-	250
Contractual Services							
5	052	4346	025	Meeting, Conferences & School	650		500
Subtotal Contractual Services					650	-	500
SUBTOTAL JUVENILE SERVICES					97,927	102,337	105,684
Police Vehicles					2018 Actual	2019 Actual	2020 Adopted
Personnel Services							
5	057	4220	025	Motor Fuels	63,747	55,010	65,000
Subtotal Materials and Supplies					63,747	55,010	65,000
Repairs & Maintenance							
5	057	4403	025	Repair & Maintenance Vehicle	45,441	28,269	71,000
Subtotal Repairs & Maintenance					45,441	28,269	71,000
SUBTOTAL POLICE VEHICLES					109,187	83,279	136,000
Prevention Programs					2018 Actual	2019 Actual	2020 Adopted
Contractual Services							
5	058	4325	025	Prevention Programs	4,331	3,301	11,400
Subtotal Contractual Services					4,331	3,301	11,400
SUBTOTAL PREVENTION PROGRAMS					4,331	3,301	11,400

Appendix

Retired Budgets

POLICE ADMINISTRATION DIVISION PG. 25					2018 Actual	2019 Actual	2020 Adopted
Patrol Operations							
Personnel Services							
5	054	4100	025	Wages-Regular	2,071,957	2,238,755	2,207,500
5	054	4111	025	Wages-Overtime	109,159	149,250	160,585
5	054	4120	025	Wages-Temp	73,092	41	-
5	054	4140	025	Employer PERA	359,264	396,687	402,000
5	054	4145	025	Employer FICA	31,095	32,706	34,337
5	054	4150	025	Employer Insurance	366,647	387,936	374,000
Subtotal Personnel Services					3,011,214	3,205,376	3,178,422
Materials and Supplies							
5	054	4230	025	Uniforms & Clothing	27,436	33,930	28,225
Subtotal Materials and Supplies					27,436	33,930	28,225
Contractual Services							
5	054	4301	025	Other Contractual Services	1,122	-	-
5	054	4346	025	Meeting, Conferences & School	18,733	14,189	17,000
Subtotal Contractual Services					19,855	14,189	17,000
SUBTOTAL FOR PATROL OPERATIONS					3,058,505	3,253,495	3,223,647