



**2022**

# **BUDGET**

City of Oakdale, MN

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# 2022 Budget Message

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

Each year the city prepares a budget and property tax levy for the following year. Staff continues to analyze revenues, monitor expenditure information and outline initiatives to prepare a budget and levy for your consideration. This budget, along with the Capital Improvement Plan (CIP), reflects a collaborative effort between the City Council and City staff both working to thoughtfully and responsibly provide quality municipal services while planning for the future of Oakdale.

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

Staff has proposed budgets with minimal impact to residents in recent years, and this continues to be a key focus during budgetary discussions. However, the city is experiencing budget pressures, most notably from increasing infrastructure construction and maintenance costs, as well as general personnel costs, neither of which are unique to Oakdale, nor to other local governments. Additionally, with many significant commercial and residential development projects on the horizon, consideration must be given to proper staffing to support a community that's population is anticipated to increase at least 20% in the next three to five years. This includes the additional positions in police and fire to ensure that the City of Oakdale maintains its reputation for excellence in public safety. New development also tasks our reliable and tireless Public Works department with additional streets to be maintained, parks to be created, and underground utilities to be monitored. Further, our Building division must respond to permits, inspections, and code enforcement needs and thus an additional position is necessary there.

When discussing the needs of a growing and diverse community, along with the rest of our budgetary responsibilities, we rely on the following core financial principals:

- Budget decisions to consider and acknowledge both the short and long-term impacts
- Stabilize revenues and expenditures, and eliminate unanticipated variances
- Fund operations at a level to provide quality services at a reasonable cost
- Maintain structural balance and appropriate fund balance levels
- Consider additional investments when they help achieve City goals and provide a significant return to the community
- Seek to make a connection between resources and results

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 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 assets such as parks, neighborhoods, public safety, and infrastructure.

The budget document before you outlines the investments we intend to make in 2022 to remain a highly desirable and fiscally strong community.

# 2022 Budget Message (Continued)

## Budget Process/Timeline

The preparation of the City's 2022 budget follows a timeline established by the State of Minnesota. The first deadline of the budget process was September 30, 2021, the date by which the City must adopt its 2022 preliminary property tax levy and preliminary budget. The adoption of the preliminary property tax levy sets the maximum amount permissible. After September 30, the amount may be decreased, but not increased, when the final certified 2022 levy is adopted in December 2021.

State law requires that we also, by September 30, announce the time and place of a future City Council meeting at which the budget and levy will be discussed and public input allowed, prior to final budget adoption and levy determination. By State law, this public input meeting must occur after November 24 and must not start before 6:00 p.m.

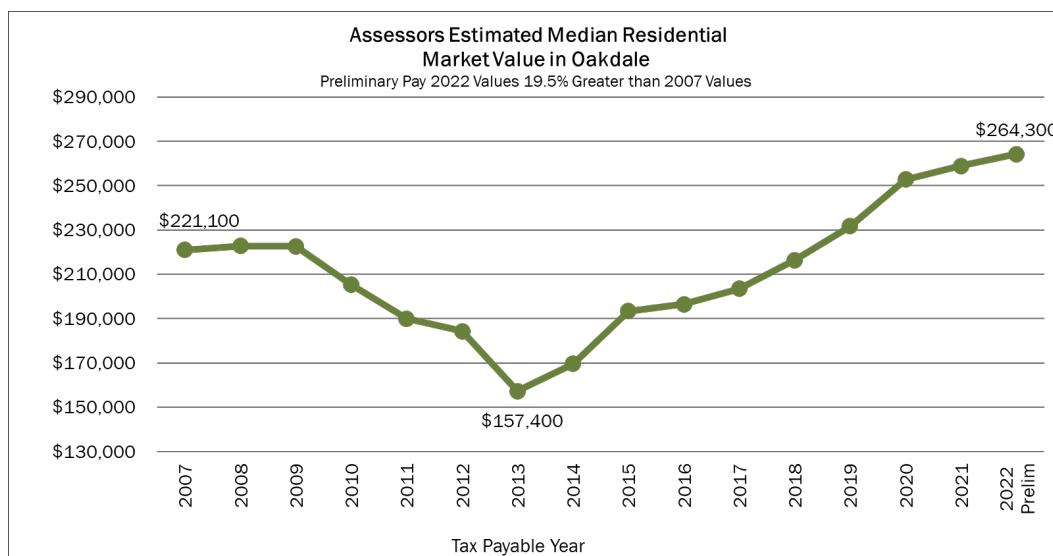
By that same September 30 date, the City must provide the County Auditor with the above information, plus a phone number and address where comments and questions about the City's budget can be directed.

City Council adopted the preliminary levy on September 14, 2021. Staff then submitted the City's adopted preliminary levy by Resolution to Washington County. Per State law, the County is required to send parcel specific notices out to all property owners between November 11 and November 24.

We are required by State law to adopt our final property tax levy and certify the amount to the County Auditor on or before December 28. A City Council meeting was held on December 14, 2021 at which the budget and levy was discussed and public input allowed with final budget adoption and levy determination set.

## Assessed Median Residential Market Values

The median residential market value property in the City of Oakdale increased in value for property taxes payable 2022, the ninth consecutive year of value increase. While many communities in the surrounding area have recently seen similar results, Oakdale's increase has been the result of property values appreciating, rather than new development. This demonstrates the desirability of residential housing stock and willingness of property owners to pay a premium to live in Oakdale.

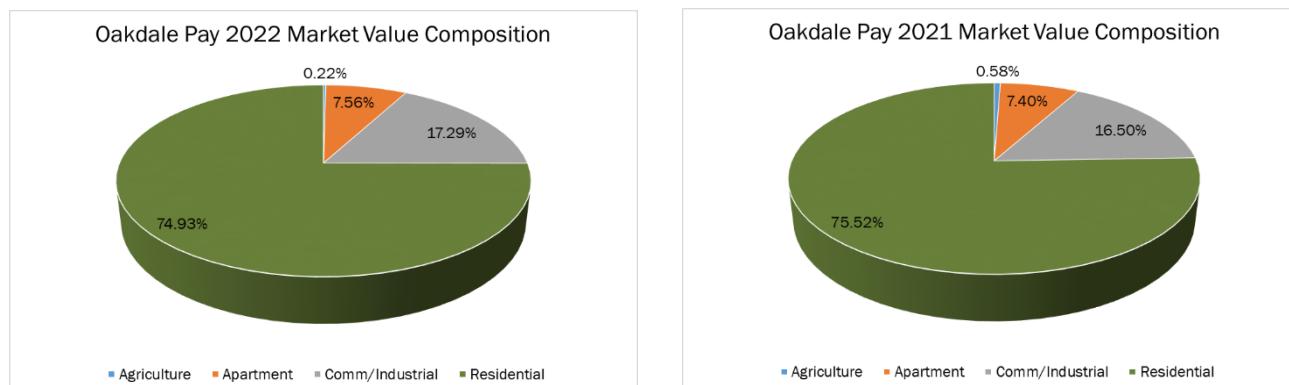


# 2022 Budget Message (Continued)

## Total Market Values by Property Type

The pay 2022 estimated market value for all properties in Oakdale is at \$3.19 billion, which is an increase of \$108 million or 3.5% from 2021. Commercial/Industrial market value grew at the fastest rate, with an increase of over 8.5%, with the overall composition relatively unchanged. It's important to note that changes in any one individual property valuation, relative to the total city-wide, can have cause fluctuations in taxes payable regardless of budgetary changes approved by the City Council.

Class	2021	2022	Difference	Change
Agriculture	\$17,889,100	\$7,026,800	-\$10,862,300	-60.72%
Apartment	228,135,600	241,015,800	12,880,200	5.65%
Commercial/Industrial	508,318,200	551,640,100	43,321,900	8.52%
Residential	2,326,876,100	2,390,137,400	63,261,300	2.72%
Total	\$3,081,221,021	\$3,189,822,122	\$108,601,100	3.52%



## Census Population Update

Population is one key community demographic reported annually. Typically, in April each year, the Metropolitan Council releases the prior year's population data for all cities in the metropolitan area. The last time the Metropolitan Council reported its data was in April 2020 for population estimates current as of April 2019.

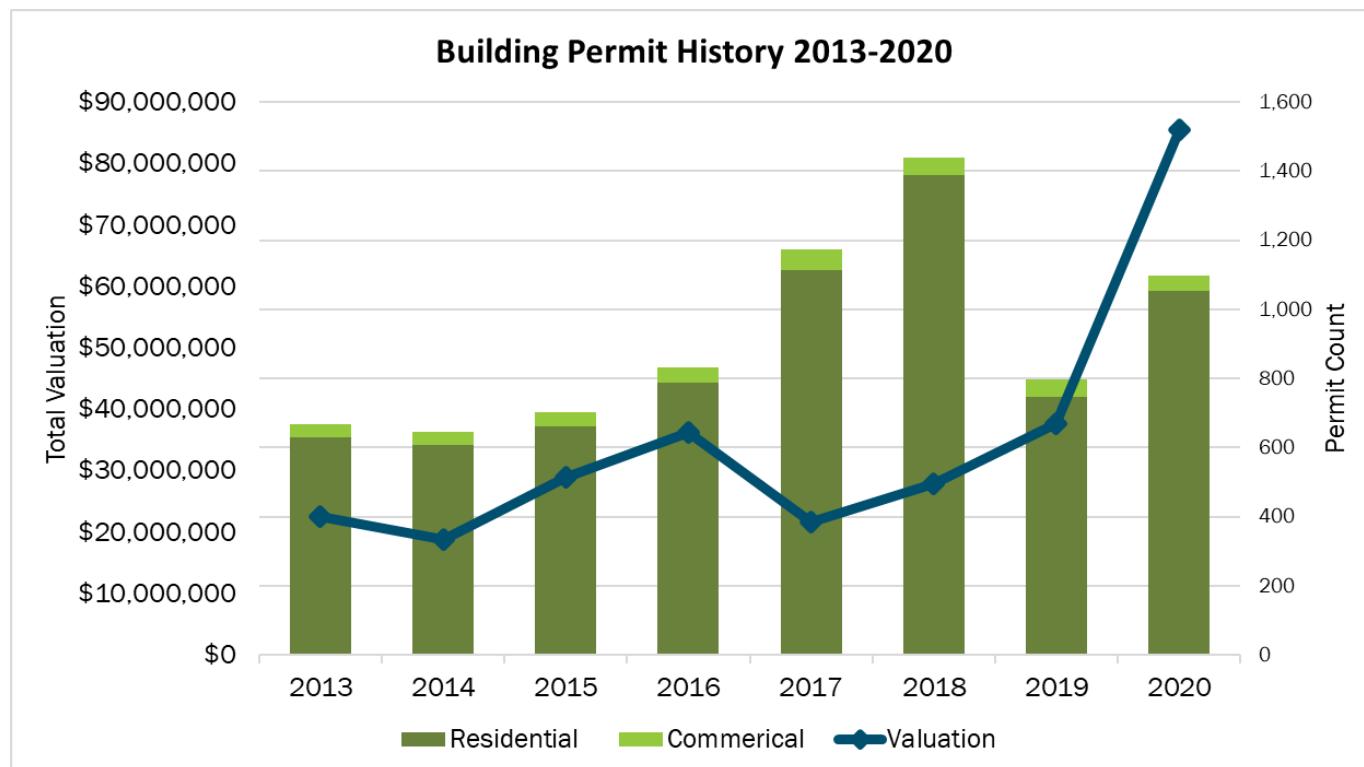
Because an official U.S. Census was conducted in 2020, the Metropolitan Council did not issue population data on its regular schedule. The City's 2020 population figure will be the actual 2020 Census number, not an estimate provided by the Metropolitan Council.

According to 2020 Census data, the April 2020 population of Oakdale was 28,303. Compared to the 2019 Metropolitan Council population figure for Oakdale of 27,930, the reported 2020 Census figure shows an increase of 1.34%. Comparing the 2010 Census figure to the 2020 Census figure, Oakdale grew from 27,401 to 28,303 population, a 3.3% increase.

## 2022 Budget Message (Continued)

### Building Permit Activity

2020 building permit activity was higher than compared to 2019. In 2020, Oakdale added over \$85.4 million in building permit value, compared to \$37.6 million in 2019. The table below shows the permit count history for residential and commercial activity, along with total permit valuation from 2013 to 2020. The 2020 increase is promising given the COVID-19 pandemic, the Governor issued stay-at-home order, and the significant disruption to the construction supply chain and associated cost increases.



Whereas the 2020 permit valuation was driven primarily by the remodeling and additions to commercial properties, 2021 is seeing increases as a result of residential activity. Through October 2021, Oakdale has issued permits for 4 new single family homes and 14 townhome permits. Through October 2020 for comparison, the City had issued 2 new single family home and zero townhome permits. Staff expects to see increases in permits and permit valuation over the next several years as a result of several large scale commercial and residential projects, including:

- Willowbrooke – Proposed development of 1,200 residential units to be located between I-694 and Ideal Avenue, intersected by a newly constructed 40th street. The development is being constructed by Continental Properties and Lennar Corporation.
- 4Front Technology and Office Campus – Development of 40 acres of mixed commercial, industrial, and retail uses and the creation of up to 1,200 jobs.
- Helmo Station – Located at Helmo Ave N and 4th Street, this will serve as a future Bus Rapid Transit (BRT) station along the METRO Gold Line which will connect people across the region to job centers, housing options, and other key destinations along the I-94 corridor. The project is planned to connect St. Paul, Maplewood, Landfall, Woodbury, and Oakdale. Plans are being designed to facilitate a mix of residential, commercial, and retail space.

# 2022 Budget Message (Continued)

## Impacts of Federal/State/Local Legislation

The City of Oakdale actively follows state and federal legislative proposals each year and works closely with the League of Minnesota Cities and the National League of Cities to stay informed and engaged on changes that will have an impact to the City. Recent legislation that potentially impacts the City include:

On March 12, 2021, The American Rescue Plan Act of 2021 was signed into law and included an allocation of \$350 billion in emergency funding for state, local, territorial, and Tribal governments to respond to the COVID-19 public health emergency or its negative economic impacts. The City of Oakdale is expected to receive approximately \$3 million over the next two fiscal years. After an analysis by our Finance department in conjunction with our independent auditors, it was determined that the City had experienced a decline in revenue as defined by the Department of Treasury. City Council approved the allocation of State and Local Fiscal Recovery Funds as lost revenue and this funding will be used on governmental activities.

The Minnesota omnibus budget bill includes several important local provisions:

- Article 7 – Section 5 is a 2021 session law that provides supplemental Local Government Aid (LGA) for any city for which the LGA certified for payable 2022 is less than the amount certified for the city in 2021. Prior to the inclusion of this “hold harmless” provision, Oakdale’s preliminary LGA allocation for 2022 was eliminated, or a reduction of \$262,721 compared to 2021
- Article 8 – Section 15 authorizes the City of Oakdale to impose a 0.5% sales tax to finance \$37 million plus the associated bond costs for construction of a new public works facility and expansion of the existing police department. The legislative authority to impose a local sales tax is subject to approval by voters of the political subdivision at a general election. It is anticipated this voter approval for this sales tax will be included in the November 2022 election process
- Article 9 includes several provisions related to Tax Increment Financing (TIF) districts, including the use of unobligated increment to provide loans, interest rate subsidies, or assistance in any form to private development consisting of construction or substantial rehabilitation of buildings, if doing so will create jobs, the construction commences before December 31, 2025 and the construction would not have happened without this assistance

The Minnesota omnibus judiciary and public safety bill became law which reforms state forfeiture laws. Included in the law are increases to the minimum threshold for money and property subject to forfeiture and changes to the reporting requirements for forfeited property and the use of forfeiture revenue by local municipalities. This will increase police department staff time documenting and reporting issues related to forfeiture cases and likely corresponding decrease in forfeiture revenue received.

The Minnesota omnibus jobs and economic growth finance and policy bill modifies the definition of “place of accommodation” for the State Building Code by lowering occupancy from 200 or more people to 100 or more people. This requires additional work by the City building staff, who holds the municipal delegation agreement between the State and the City of Oakdale.

# 2022 Budget Message (Continued)

## Property Tax Levy

The table below summarizes the 2021 and 2022 property tax levy by component:

Levy Component	2021	2022	Difference	Change
General Fund	\$9,716,075	\$10,798,983	\$1,082,908	11.15%
Capital Improvement Planning Fund	200,000	200,000	0	0.00%
Park Capital Fund	100,000	120,000	20,000	20.00%
Economic Development Fund	55,000	79,500	24,500	44.55%
Public Safety Fund	300,000	300,000	0	0.00%
Public Building Fund	440,000	0	-440,000	-100.00%
Vehicle & Equip Replacement Fund	0	320,000	320,000	0.00%
Summerfest Fund	0	5,000	5,000	0.00%
Debt Service	2,721,921	2,520,139	-201,782	-7.41%
<b>Total</b>	<b>\$13,532,996</b>	<b>\$14,343,622</b>	<b>\$810,626</b>	<b>5.99%</b>

The preliminary 2022 property tax levy for City of Oakdale was certified at the September 14, 2021 City Council meeting to be \$14,478,952 up 6.99% or \$945,956 over 2021. At the November 9, 2021 City Council Work session staff discussed actions to reduce the preliminary levy with Council which included reducing the budgeted health insurance costs as a result of lower than anticipated premiums and the use of fund balance in excess of City policy. These actions have been included in the final levy.

The proposed 2022 property tax levy for City of Oakdale is to be \$14,343,622 up 5.99% or \$810,626 over 2021. City-wide assessed property values are up 3.5% from 2021. Hence, at the proposed preliminary levy amount, the median residential property in Oakdale is valued at \$264,300, which experienced an increase of 2.0%. It is estimated the City's share of their property tax bill will increase by approximately \$38.35 or 4.03% for 2022. The difference between the preliminary and proposed levy results in an approximate reduction of \$10.99 for taxes payable in 2022.

CITY OF OAKDALE			
EST. PROPERTY TAXES - PAYABLE 2022			
CITY PORTION OF TAXES ONLY			
TAX IMPACT FOR RESIDENTIAL PROPERTY WITH VALUE INCREASING 2.0%			
<b>\$810,626 or 5.99% Total Levy Increase</b>			
Pay Year	2021	2022	'21 to '22 Change
Market Value	259,000	264,300	2.05%
Market Value Exclusion	(13,930)	(13,453)	-3.42%
Taxable Market Value	245,070	250,847	2.36%
Tax Capacity	2,451	2,508	
Tax Capacity Rates:			
City	38.821%	39.467%	1.666%
Market Value Rates:			
City Referendum	0.000%	0.000%	0.000%
Property Taxes:			
City	951.49	989.84	38.35
City Referendum	-	-	-
Total	951.49	989.84	\$ 38.35
		City	4.03%
		City Referendum	0.00%
		Total	4.03%

# 2022 Budget Message (Continued)

## Expenditures by Fund

The proposed budget includes several operational changes for 2022:

- The creation of a wellness program within the Police Department
- Implementation of body worn cameras for all licensed police officers
- Increased allocation for rising workers compensation premiums
- In lieu of issuing equipment certificates for Information Technology needs, these needs have now been included in the General Fund operating budget thus saving increased debt
- New annual funding within the Fire Department for turnout gear and ballistic vests.
- Implementation of a city-wide compensation study
- Consolidation of the Recreation and Communications & Broadcasting Funds into the General Fund as a result of declining cable subscribers, mergers in the telecommunication field and the high levels of tax levy subsidizing Recreation programming
- Addition of three new Firefighters to near transition from hybrid paid-on-call/full-time fire service model to full time fire service department
- Addition of an additional building inspector
- Addition of a police officer investigator
- Restructuring of city administrative functions

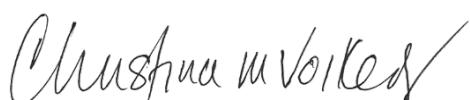
Fund	2021	2022	Difference	Change
General Fund	\$14,512,075	\$16,362,952	\$1,850,877	12.75%
Charitable Gambling Fund	37,500	37,500	0	0.00%
Communications and Broadcasting	644,525	115,400	-529,125	-82.10%
Economic Development Fund	266,500	2,000	-264,500	-99.25%
Forfeiture Fund	0	127,660	127,660	0.00%
Recreation Fund	297,577	0	-297,577	-100.00%
Summerfest Fund	0	30,000	30,000	0.00%
Surface Water Fund	430,590	327,389	-103,201	-23.97%
Ambulance Fund	1,809,540	2,052,061	242,521	13.40%
Street Light Fund	623,250	984,593	361,343	57.98%
Water Fund	3,304,550	3,467,091	162,541	4.92%
Sewer Fund	5,006,574	4,942,338	-64,236	-1.28%
Total	\$26,932,681	\$28,448,984	\$1,516,303	5.63%

## 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 2022 Budget and thankful to all who participated in the budget process.

Respectfully Submitted,



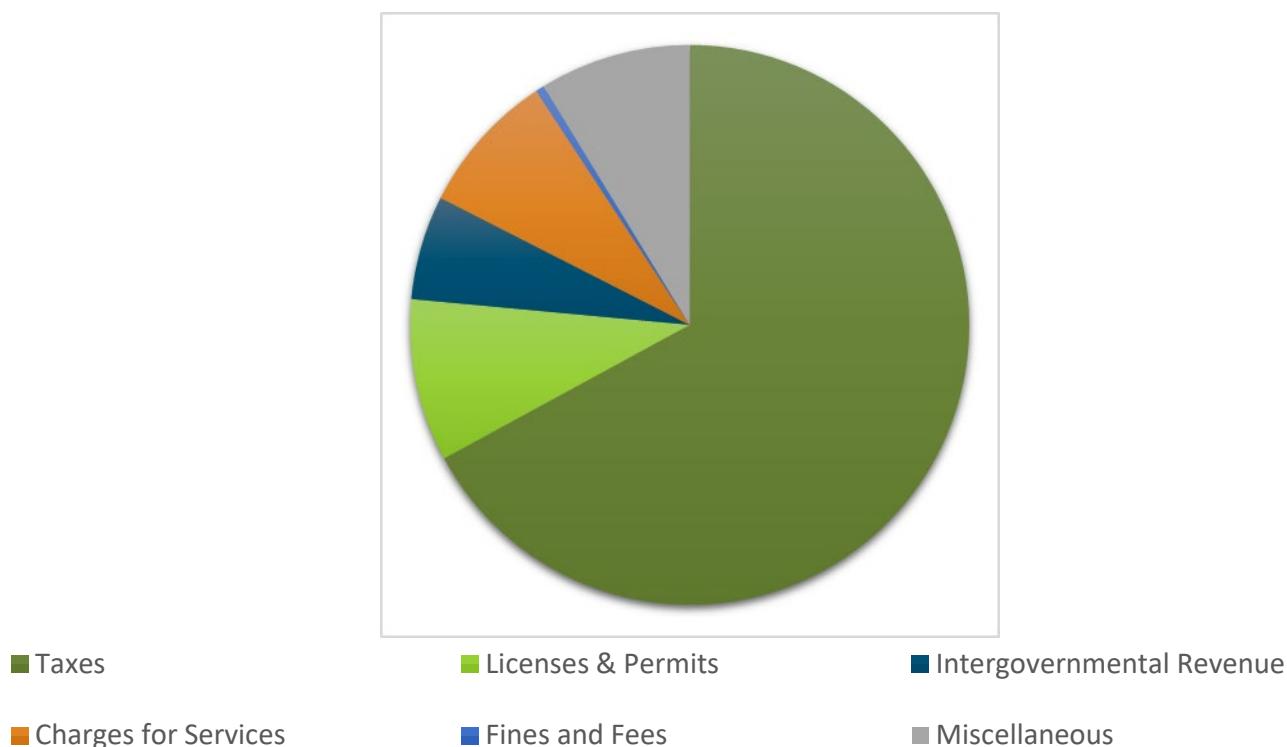
Christina M. Volkers  
City Administrator

## General Fund Revenue Summary

The City of Oakdale's primary source of revenue is property taxes, which makes up approximately 67% of the General Fund revenue. The next largest sources of revenue are classified as Licenses & Permits, Miscellaneous Revenue, and Charges for Services, which together make up approximately 26% of the General Fund revenue. These areas are made up of licenses for rental housing, liquor sales, and other licensed business operations; building, electrical, and plumbing permits, 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 7% of General Fund revenues come from other governmental sources including state-funded programs like Local Government Aid, Highway Maintenance, and Police Town Aid and fines and fees resulting from traffic and court proceedings.

Oakdale's total projected revenue has increased from \$14,512,075 in 2021 to \$16,362,952 in 2022, for an overall increase of 12.8%.

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
Taxes	\$8,717,053	\$9,085,582	\$9,839,075	\$10,908,983
Licenses & Permits	\$862,204	\$1,215,355	\$803,300	\$1,527,535
Intergovernmental Revenue	\$984,405	\$1,046,626	\$993,200	\$978,721
Charges for Services	\$1,243,838	\$1,241,430	\$1,297,000	\$1,343,160
Fines and Fees	\$111,681	\$71,943	\$100,000	\$80,000
Miscellaneous	\$1,242,333	\$1,219,183	\$1,479,500	\$1,524,553
YTD Totals	\$13,161,514	\$13,880,119	\$14,512,075	\$16,362,952



# 2022 Property Tax Levy

<b>General Fund Revenues</b>		
Property Tax Revenue		10,798,983
LGA		262,721
Other Revenue Sources		5,301,248
<b>Total General Fund Revenues</b>		<b>16,362,952</b>
<b>Designated Budgets</b>		
CIP		200,000
Park CIP		120,000
Economic Development		79,500
Public Safety / Fire & Ambulance		300,000
Vehicle & Equipment Replacement		320,000
Summerfest		5,000
<b>Total Designated Budgets</b>		<b>1,024,500</b>
<b>Debt Service Budgets</b>		
<b>General Obligation Bonds</b>		
Bonds of 2011B		-
Bonds of 2012A		150,942
Bonds of 2013A		146,787
Bonds of 2014B		153,734
Bonds of 2015A		137,641
Bonds of 2015C		187,655
Bonds of 2016A		99,821
Bonds of 2017A		172,416
Bonds of 2018A		56,552
Bonds of 2019A		217,943
Bonds of 2020A		217,691
Bonds of 2021A		143,210
<b>General Obligation Bonds Subtotal</b>		<b>1,684,392</b>
<b>Certificates of Indebtedness</b>		
Certificates of 2017B		224,910
Certificates of 2018B		231,262
Certificates of 2019B		206,850
Certificates of 2020B		172,725
<b>Certificate Subtotal</b>		<b>835,747</b>
<b>Total Debt Service Budgets</b>		<b>2,520,139</b>
<b>2022 Proposed Preliminary Levy</b>		
General Fund Budget	75%	10,798,983
Designated Budgets	7%	1,024,500
Debt Service Budgets	18%	2,520,139
<b>2022 Proposed Preliminary Levy</b>	<b>100%</b>	<b>14,343,622</b>

# General Fund Revenue by Category

## General Fund Revenue

## Taxes, Licenses & Permits

Taxes				2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
4	000	3011	000	Ad Valorem Taxes - Current	7,313,025	7,546,519	9,716,075
4	000	3012	000	Ad Valorem Taxes - Delinquent	14,302	39,436	30,000
4	000	3013	000	Fiscal Disparity - Current	1,293,742	1,398,591	-
4	000	3014	000	Fiscal Disparity - Delinquent	1,244	7,480	-
4	000	3015	000	Mobile Home Taxes	3,470	4,043	3,000
4	000	3017	000	Other Taxes	91,271	89,513	90,000
<b>Subtotal</b>				<b>8,717,053</b>	<b>9,085,582</b>	<b>9,839,075</b>	<b>10,908,983</b>

Licenses & Permits				2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
4	000	3111	200	Cigarette Licenses	9,450	11,025	8,000
4	000	3112	200	Liquor Licenses	88,063	25,663	90,000
4	000	3113	200	Building/Moving/Sign Perm	2,156	1,254	2,300
4	000	3117	200	Garbage Hauler's Licenses	8,100	8,100	9,500
4	000	3120	200	Plumbing Permits - Business	6,407	3,600	6,000
4	000	3122	100	Misc Licenses & Permits - General Gov	6,535	17,946	6,000
4	000	3122	200	Misc Licenses & Permits - Public Safety	5,772	4,712	6,000
4	000	3122	300	Misc Licenses & Permits - Public Works	1,920	23,829	2,000
4	000	3123	200	Electrical Permits	27,302	56,387	25,000
4	000	3125	200	Fire Inspection	41,172	71,971	40,000
4	000	3126	200	Rental Housing License	152,390	147,585	155,000
4	000	3130	100	License Late Fees	400	230	-
4	000	3141	200	Pet Licenses	3,328	1,527	3,000
4	000	3142	200	Building/Moving Permits -	403,670	722,513	375,000
4	000	3143	100	Subdivision/PUD/Property	1,750	3,300	1,500
4	000	3144	200	Gas/Heat/Electrical Permi	72,589	88,298	50,000
4	000	3145	200	Plumbing Permits - Nonbus	26,491	20,885	20,000
4	000	3146	100	Spec. Use/Rezone/Site Plan	4,000	6,100	3,000
4	000	3147	100	Misc. Licenses & Permits	650	250	1,000
4	000	3148	200	Street Cleaning	60	180	-
<b>Subtotal</b>				<b>862,204</b>	<b>1,215,355</b>	<b>803,300</b>	<b>1,527,535</b>

## General Fund Revenue

## Intergovernmental Revenue, Charges for Services

Intergovernmental Revenue					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
4 000 3218 000	Other Fed Police				18,109	17,326	15,000	15,000
4 000 3231 000	Local Government Aid				196,447	236,992	262,700	262,721
4 000 3234 200	Police Town Aid - State				290,815	291,407	290,000	290,000
4 000 3235 300	Highway Maintenance Aid - State				272,130	307,246	260,000	260,000
4 000 3236 100	Homestead Credit Taxes				77	145	-	-
4 000 3237 100	PERA Aid				14,941	14,941	14,500	-
4 000 3237 200	Other State Revenue - Public Safety				40,648	46,064	25,000	25,000
4 000 3237 300	Other State Revenue - Public Works				-	-	-	-
4 000 3252 200	Other County Grants - Public Safety				-	-	-	-
4 000 3254 300	Other Local Gov Revenue - Public Works				-	5,409	-	-
4 000 3255 100	County Recycling Grant				73,435	52,672	52,000	52,000
4 000 3256 200	Police Services Provided - Schools				77,803	74,426	74,000	74,000
<b>Subtotal</b>					<b>984,405</b>	<b>1,046,626</b>	<b>993,200</b>	<b>978,721</b>

Charges for Services				2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
4 000 3311 100	General Government Services			58,645	59,545	20,000	10,000
4 000 3312 300	Public Works			-	1,694	1,500	1,500
4 000 3313 041	Recreation - Contract for Programs			-	-	-	11,250
4 000 3313 042	Recreation - Revenue Programs			-	-	-	28,285
4 000 3313 043	Recreation - Funding Supplemented			-	-	-	31,625
4 000 3314 100	Charges from Enterprise Funds			1,089,996	1,089,996	1,200,000	1,200,000
4 000 3316 100	Assessment Searches			105	-	-	-
4 000 3318 100	Planning & Engineering - Gen Gov			25,435	26,832	20,000	10,000
4 000 3318 300	Planning & Engineering - Public Works			29,748	30,527	25,000	25,000
4 000 3319 100	Charges for Services - Gen Gov			14	9	-	-
4 000 3319 200	Charges for Services - Public Safety			2,500	-	-	-
4 000 3320 300	Weed Cuts			1,947	3,672	-	-
4 000 3321 300	Vehicle Services			-	-	-	-
4 000 3323 200	Admin Citations			400	500	-	-
4 000 3324 200	Building Inspection Other			2,127	-	-	-
4 000 3331 200	Police Reports			1,453	47	-	-
4 000 3332 200	Animal Impound Fees			515	-	500	500
4 000 3335 200	NSF Check Collection Fees			-	-	-	-
4 000 3337 200	Pawn Shop Fees			18,032	9,376	15,000	10,000
4 000 3339 200	Misc. Services - Public Safety			12,920	19,232	15,000	15,000
<b>Subtotal</b>				<b>1,243,838</b>	<b>1,241,430</b>	<b>1,297,000</b>	<b>1,343,160</b>

## General Fund Revenue

## Fines and Fees, Misc. Revenue

<b>Fines and Fees</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
4	000	3411	200	Court Fines	111,681	71,943	100,000	80,000
<b>Subtotal</b>					<b>111,681</b>	<b>71,943</b>	<b>100,000</b>	<b>80,000</b>

<b>Miscellaneous Revenue</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
4	000	3711	100	Interest on Investments	269,136	131,359	110,000	63,153
4	000	3712	100	Rents	150,000	150,000	150,000	150,000
4	000	3712	100	Antenna Rentals	-	-	-	300,000
4	000	3713	100	Sale of Goods	3,859	1,797	-	-
4	000	3715	100	Recoveries & Compensation	22,809	1	-	-
4	000	3716	100	Contributions & Donations	200	200	-	15,000
4	000	3717	100	Collect for Other Agencies	1,346	2,264	-	-
4	000	3718	100	Refunds & Reimbursements	10,842	56,775	10,000	10,000
4	000	3719	100	Misc. Revenue	6,237	5,413	60,000	19,000
4	000	3721	100	Cash Over/Short	1	-	-	-
4	000	3724	100	Recycling Revenue	3,382	2,847	4,000	4,000
4	000	3723	100	Fuel Billed	1,781	1,336	2,000	2,000
4	000	3725	200	Restitution	102	728	-	-
4	000	3730	100	Franchise Fees	496,085	496,372	495,000	670,000
4	000	3727	100	Sale of Ads/Goods	795	2,500	1,000	1,000
4	000	3775	100	Dividends LMCIT	12,114	27,627	15,000	15,000
4	000	3814	300	Transfers from Communications	-	-	300,000	115,400
4	000	3814	100	Transfers from Recreation Fund	-	-	-	-
4	000	3814	100	Transfers from Municipal Building Fund	-	-	-	60,000
4	000	3814	100	Transfers from Other Funds	250,000	250,000	267,500	-
4	000	3815	100	Administration Fees – Construction	-	-	-	-
4	000	3815	100	Administration Fees – TIF	-	-	10,000	-
4	000	3817	100	Sale of Fixed Assets	13,643	89,964	-	-
4	000	3824	100	Developer Payments	-	-	-	-
				Reserve - Compensated Absences	-	-	55,000	-
				Use of Fund Balance	-	-	-	100,000
<b>Subtotal</b>					<b>1,242,333</b>	<b>1,219,183</b>	<b>1,479,500</b>	<b>1,524,553</b>

<b>TOTAL GENERAL FUND REVENUE</b>	<b>13,161,514</b>	<b>13,880,119</b>	<b>14,512,075</b>	<b>16,362,952</b>
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# 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 2020 the General Fund balance totaled \$12,048,839, with an unassigned balance of \$10,994,899.

## 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.

## III. 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 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 \$16,362,952, which represents a 12.8% increase over the 2021 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 2022 General Fund expenditures include several new public safety positions in Police, Fire, and Building Inspections departments, along with appropriate wage and benefit adjustments for employees, including a 3% cost of living adjustment from 2021.

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	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Administration</b>	<b>2,504,716</b>	<b>2,576,165</b>	<b>2,961,874</b>	<b>3,407,624</b>
Administration	558,255	532,326	652,723	670,565
Elections	6,640	88,306	-	81,702
IT	374,683	374,673	417,927	577,736
Legal	302,979	332,359	346,534	385,192
Finance	583,359	544,358	1,416,920	706,888
Property Assessments/Utilities	260,835	266,293	-	139,337
General Personnel/Human Resources	8,153	35,405	-	294,298
Risk Management	339,735	306,485	-	393,400
Communications	70,077	95,960	127,770	158,506
<b>Building Inspections</b>	<b>427,286</b>	<b>419,287</b>	<b>434,348</b>	<b>629,099</b>
<b>Community Development</b>	<b>566,107</b>	<b>539,756</b>	<b>592,755</b>	<b>583,694</b>
<b>City Council</b>	<b>85,840</b>	<b>86,756</b>	<b>76,130</b>	<b>83,095</b>
<b>Fire</b>	<b>975,265</b>	<b>892,187</b>	<b>1,096,150</b>	<b>1,372,948</b>
<b>Police</b>	<b>5,306,145</b>	<b>3,936,603</b>	<b>5,848,404</b>	<b>6,272,441</b>
Administration	1,187,416	1,031,940	1,545,304	1,496,862
Operations	3,933,515	2,745,251	4,111,000	4,583,379
City Hall	185,214	159,412	192,100	192,200
<b>Public Works</b>	<b>3,138,932</b>	<b>2,931,139</b>	<b>3,373,794</b>	<b>3,572,381</b>
Engineering	472,559	490,399	531,955	562,126
Park Maintenance	779,255	708,743	816,423	901,820
Forestry	347,500	328,198	389,273	417,804
Street Maintenance	988,496	826,789	1,058,060	1,083,917
Building Maintenance	169,263	185,531	156,250	154,250
Fleet	381,859	391,479	421,833	452,464
<b>Recreation</b>	<b>112,176</b>	<b>104,025</b>	<b>128,620</b>	<b>441,670</b>
<b>General Fund Total Expenditures</b>	<b>13,116,467</b>	<b>11,485,918</b>	<b>14,512,075</b>	<b>16,362,952</b>

# 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, 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.
- Modernize budgeting process, streamline process, and align spending to strategic outcomes.
- Improve periodic financial reporting to keep stakeholders informed to the financial condition of City operations and project spending.
- Regular replacement of City-wide information technology hardware including computers, monitors, copiers, network switches, security camera, and firewalls.
- Continued migration towards virtualization to reduce our carbon footprint and simplify administration and maintenance operations.
- Update the City email domain to simplify communications with the public.
- Operate as a service organization supporting all other City departments.

## 2022 Staffing

### General Administration

- 1 City Administrator
- 1 City Clerk
- 1 Deputy City Clerk/Licensing Clerk
- 2 Customer Services Specialists (part-time)

### Finance Division

- 1 Finance Director
- 1 Accounting Supervisor
- 1 Accountant
- 1 Bookkeeper/Payable Specialist
- 1 Utility Billing Specialist

### Human Resources

- 1 Human Resources Director
- 1 Human Resources Specialist

### Communications Division

- 1 Communications Manager
- 1 Communications Specialist

### Information Technology Division

- 1 IT Specialist

### Legal Division

- 1 Prosecuting Attorney
- 1 Administrative Assistant: Legal

## Administration and Administrative Services

Administrative Division

Administrative Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	025	4100	002	Wages-Regular	313,703	245,146	384,700	350,713
5	025	4111	002	Wages-Overtime	4,146	6,014	5,000	5,000
5	025	4115	002	Wages-Part time	1,665	-	-	48,341
5	025	4120	002	Wages-Temporary	7,040	46,139	10,000	10,000
5	025	4140	002	Employer PERA	27,035	17,904	30,000	30,103
5	025	4141	002	Employer 401(a)	-	4,297	8,000	8,000
5	025	4145	002	Employer FICA	27,316	21,442	27,250	27,804
5	025	4150	002	Employer Insurance	50,869	34,890	55,643	58,474
<b>Subtotal</b>					<b>431,775</b>	<b>375,832</b>	<b>520,593</b>	<b>538,435</b>
<b>Materials and Supplies</b>								
5	025	4200	002	Office Supplies	2,001	1,395	-	-
5	025	4209	002	In House Copying	-	-	17,000	17,000
5	025	4210	002	Printing, Binding & Copying	16,455	16,849	-	-
5	025	4211	002	Operating Supplies	584	189	8,900	8,900
5	025	4299	002	Other Materials & Supplies	2,014	1,409	-	-
<b>Subtotal</b>					<b>21,055</b>	<b>19,841</b>	<b>25,900</b>	<b>25,900</b>
<b>Contractual Services</b>								
5	025	4300	002	Professional Services	7,550	27,294	55,000	55,000
5	025	4301	002	Other Contractual Service	916	-	-	-
5	025	4324	002	License & Permit Fees	62	140	-	-
5	025	4330	002	Postage & Meter Fees	-	252	15,000	15,000
5	025	4331	002	Telephone	-	540	1,080	1,080
5	025	4340	002	Travel Expenses	1,589	3,564	-	-
5	025	4341	002	Transportation Allowances	4,062	-	4,000	-
5	025	4344	002	Books & Publications	757	987	500	1,000
5	025	4345	002	Dues & Subscriptions	9,748	1,710	19,000	19,000
5	025	4346	002	Meetings, Conferences, & Travel	5,586	1,700	10,000	13,500
5	025	4359	002	Recording Fees	270	1,012	850	850
5	025	4360	002	Legal & Public Notices/Ad	-	-	200	200
<b>Subtotal</b>					<b>30,540</b>	<b>37,199</b>	<b>105,630</b>	<b>105,630</b>
<b>Repairs &amp; Maintenance</b>								
5	025	4402	002	Repairs & Maintenance	600	685	600	600
<b>Subtotal</b>					<b>600</b>	<b>685</b>	<b>600</b>	<b>600</b>
<b>Administration Division Subtotal</b>					<b>558,255</b>	<b>532,327</b>	<b>652,723</b>	<b>670,565</b>
Elections Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Repairs &amp; Maintenance</b>								
5	026	4301	002	Other Contractual Service	-	81,666	-	81,702
5	026	4402	002	Repair & Maint	6,640	6,640	-	-
<b>Subtotal</b>					<b>6,640</b>	<b>88,306</b>	-	<b>81,702</b>
<b>Elections Division Subtotal</b>					<b>6,640</b>	<b>88,306</b>	-	<b>81,702</b>

# Administration and Administrative Services

IT Division

IT Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	081	4100	008	Wages-Regular	83,275	84,377	90,475	93,194
5	081	4111	008	Wages-Overtime	5,979	11,692	5,000	5,000
5	081	4140	008	Employer PERA	6,615	7,074	7,161	7,365
5	081	4145	008	Employer FICA	6,789	7,239	7,304	7,512
5	081	4150	008	Employer Insurance	10,062	9,488	11,037	11,315
<b>Subtotal</b>					<b>112,721</b>	<b>119,871</b>	<b>120,977</b>	<b>124,386</b>
<b>Materials and Supplies</b>								
5	081	4200	008	Office Supplies	237	51	-	-
5	081	4211	008	Operating Supplies	2,636	1,894	4,000	4,000
5	081	4299	008	Other Materials & Supplies	168	35	-	-
<b>Subtotal</b>					<b>3,041</b>	<b>1,980</b>	<b>4,000</b>	<b>4,000</b>
<b>Contractual Services</b>								
5	081	4300	008	Professional Services	10,885	66	279,185	383,585
5	081	4301	008	Other Contractual Service	185,488	207,510	-	-
5	081	4301	008	Roseville Contract	-	-	-	-
5	081	4301	008	Transfer to Cable Fund	-	-	-	-
5	081	4324	008	License & Permits Fees	45,185	39,118	-	-
5	081	4331	008	Telephone	941	660	1,000	1,000
5	081	4340	008	Travel Expenses	233	26	0	-
5	081	4344	008	Books & Publications	449	195	500	500
5	081	4345	008	Dues & Subscriptions	30	65	100	100
5	081	4346	008	Meetings, Conferences, & Travel	8,412	-	5,300	5,300
5	081	4399	008	Other Services	39	-	-	-
<b>Subtotal</b>					<b>251,662</b>	<b>247,641</b>	<b>286,085</b>	<b>390,485</b>
<b>Capital and Other</b>								
5	081	4402	008	Repair & Maintenance Equip	5,311	5,181	6,365	6,365
5	081	4705	008	Capital Outlay under \$5,000	1,948	-	500	52,500
<b>Subtotal</b>					<b>7,259</b>	<b>5,181</b>	<b>6,865</b>	<b>58,865</b>
<b>IT Division Subtotal</b>					<b>374,683</b>	<b>374,673</b>	<b>417,927</b>	<b>577,736</b>

# Administration and Administrative Services

Legal Division

Legal Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	029	4100	002	Wages-Regular	183,641	189,258	188,705	202,020
5	029	4111	002	Wages-Overtime	24,199	5,397	-	-
5	029	4115	002	Wages-Part time	1,378	-	-	-
5	029	4140	002	Employer PERA	15,439	13,919	16,028	16,075
5	029	4145	002	Employer FICA	15,977	14,593	16,349	16,667
5	029	4150	002	Employer Insurance	21,926	20,744	22,152	22,580
<b>Subtotal</b>					<b>262,561</b>	<b>243,911</b>	<b>243,234</b>	<b>257,342</b>
<b>Materials and Supplies</b>								
5	029	4200	002	Office Supplies	415	265	-	1,000
5	029	4210	002	Printing	-	-	600	600
5	029	4211	002	Operating Supplies	87	-	-	-
<b>Subtotal</b>					<b>502</b>	<b>265</b>	<b>600</b>	<b>1,600</b>
<b>Contractual Services</b>								
5	029	4301	002	Other Contractual Services	2,000	770	-	-
5	029	4318	002	Legal Fees - Labor	-	20,443	27,000	50,000
5	029	4320	002	Legal Fees - Civil	34,702	63,867	70,000	70,000
5	029	4321	002	Legal Fees - Criminal Issues	-	-	2,000	2,000
5	029	4340	002	Travel Expenses	26	945	-	-
5	029	4344	002	Books & Publications	478	608	500	650
5	029	4345	002	Dues & Subscriptions	536	636	600	600
5	029	4346	002	Meetings, Conferences, & Travel	495	345	1,000	1,000
5	029	4399	002	Other Services	1,680	570	1,600	2,000
<b>Subtotal</b>					<b>39,917</b>	<b>88,183</b>	<b>102,700</b>	<b>126,250</b>
<b>Legal Division Subtotal</b>					<b>302,979</b>	<b>332,359</b>	<b>346,534</b>	<b>385,192</b>

# Administration and Administrative Services

Finance Division

Finance Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	030	4100	003	Wages-Regular	389,538	357,979	610,870	434,011
5	030	4111	003	Wages-Overtime	5,631	7,569	10,000	10,000
5	030	4140	003	Employer PERA	26,168	26,562	45,850	32,725
5	030	4145	003	Employer FICA	28,790	26,369	46,750	33,378
5	030	4150	003	Employer Insurance	77,762	72,668	127,000	77,211
<b>Subtotal</b>					<b>527,889</b>	<b>491,146</b>	<b>840,470</b>	<b>587,325</b>
<b>Materials and Supplies</b>								
5	030	4200	003	Office Supplies	1,691	2,016	4,000	3,000
5	030	4209	003	In House Copying	255	240	-	-
5	030	4210	003	Printing, Binding & Copying	199	1,848	4,000	3,700
5	030	4211	003	Operating Supplies	832	342	1,000	1,000
<b>Subtotal</b>					<b>2,978</b>	<b>4,446</b>	<b>9,000</b>	<b>7,700</b>
<b>Contractual Services</b>								
5	030	4300	003	Professional Services	43,443	37,232	200,000	98,663
5	030	4301	003	Other Contractual Service	2,616	3,537	-	-
5	030	4324	003	Licenses & Permits	120	140	-	-
5	030	4331	003	Telephone	700	900	500	900
5	030	4340	003	Travel Expenses	361	-	-	-
5	030	4341	003	Transportation Allowance	3,092	4,800	-	4,800
5	030	4344	003	Books & Publications	-	-	300	500
5	030	4345	003	Dues & Subscriptions	275	1,421	1,100	1,500
5	030	4346	003	Meetings, Conferences, & Travel	1,884	323	5,550	5,500
5	030	4370	003	Insurance – General	-	-	340,000	-
5	030	4375	003	Insurance – Deductibles	-	-	20,000	-
<b>Subtotal</b>					<b>52,491</b>	<b>48,353</b>	<b>567,450</b>	<b>111,863</b>
<b>Capital and Other</b>								
5	030	4600	003	Miscellaneous	-	-	-	-
5	030	4610	003	Cash Short	1	18	-	-
5	030	4702	003	Furniture & Fixtures	-	-	-	-
5	030	4705	003	Capital Outlay under \$5,000	-	395	-	-
<b>Subtotal</b>					<b>1</b>	<b>413</b>	<b>-</b>	<b>-</b>
<b>Finance Division Total</b>					<b>583,359</b>	<b>544,358</b>	<b>1,416,920</b>	<b>706,888</b>

**Administration and Administrative Services****Property Assessments/Utilities Division**

<b>Property Assessments/Utilities Division</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	031	4100	003	Wages-Regular	114,061	110,610	-	-
5	031	4111	003	Wages-Overtime	43	904	-	-
5	031	4140	003	Employer PERA	8,505	8,231	-	-
5	031	4145	003	Employer FICA	8,532	8,416	-	-
<b>Subtotal</b>					<b>131,141</b>	<b>128,162</b>	-	-
<b>Contractual Services</b>								
5	031	4300	003	Professional Services	129,693	138,131	-	139,337
<b>Subtotal</b>					<b>129,693</b>	<b>138,131</b>	-	<b>139,337</b>
<b>Property Assessments/Utilities Division Total</b>					<b>260,835</b>	<b>266,293</b>	-	<b>139,337</b>

## Administration and Administrative Services General Personnel/Human Resources Division

<b>General Personnel/Human Resources Division</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	033	4100	003	Wages-Regular	-	-	-	213,213
5	033	4140	003	Employer PERA	-	-	-	15,991
5	033	4145	003	Employer FICA	-	-	-	16,311
5	033	4150	003	Employer Insurance	-	-	-	28,683
<b>Subtotal</b>					-	-	-	<b>274,198</b>
<b>Materials and Supplies</b>								
5	033	4200	003	Office Supplies	-	-	-	1,000
5	033	4211	003	Operating Supplies	1,526	-	-	300
<b>Subtotal</b>					<b>1,526</b>	-	-	<b>1,300</b>
<b>Contractual Services</b>								
5	033	4301	003	Other Contractual Services	6,627	35,405	-	12,000
5	030	4341	003	Transportation Allowance	-	-	-	4,800
5	030	4345	003	Dues & Subscriptions	-	-	-	1,000
5	030	4346	003	Meetings, Conferences, & Travel	-	-	-	1,000
<b>Subtotal</b>					<b>6,627</b>	<b>35,405</b>	-	<b>18,800</b>
<b>General Personnel/Human Resources Division Total</b>					<b>8,153</b>	<b>35,405</b>	-	<b>294,298</b>

**Administration and Administrative Services****Risk Management Division**

<b>Risk Management Division</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Contractual Services</b>								
5	035	4154	003	Insurance - Worker's Comp	178,304	168,754	-	215,000
5	035	4300	003	Professional Services	732	1,101	-	1,200
5	035	4301	003	Other Contractual Services	1,915	544	-	1,000
5	035	4345	003	Dues & Subscriptions	225	-	-	-
5	035	4370	003	Insurance – General Liability	140,707	127,729	-	155,200
5	035	4375	003	Insurance - Deductible	17,338	7,842	-	20,000
5	035	4600	003	Miscellaneous	515	516	-	1,000
<b>Subtotal</b>					<b>339,735</b>	<b>306,485</b>	<b>-</b>	<b>393,400</b>
<b>Risk Management Division Total</b>					<b>339,735</b>	<b>306,485</b>	<b>-</b>	<b>393,400</b>

# Administration and Administrative Services

# Communications Division

Communications Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	032	4100	003	Wages-Regular	65,706	69,303	72,800	90,334
5	032	4140	003	Employer PERA	324	5,028	5,460	5,623
5	032	4145	003	Employer FICA	466	5,198	5,570	5,735
5	032	4150	003	Employer Insurance	-	10,840	11,040	11,415
<b>Subtotal</b>					<b>66,495</b>	<b>90,369</b>	<b>94,870</b>	<b>113,106</b>
<b>Materials and Supplies</b>								
5	032	4210	003	Printing, Binding & Copying	-	-	17,000	17,000
5	033	4299	003	Marketing & Promotional	-	-	2,000	1,500
4	034	4211	003	Operating Supplies	-	481	9,000	2,500
<b>Subtotal</b>					<b>-</b>	<b>481</b>	<b>28,000</b>	<b>21,000</b>
<b>Contractual Services</b>								
5	032	4300	003	Professional Services	-	-	-	19,500
5	032	4331	003	Telephone	600	600	600	600
5	033	4344	003	Books & Publications	-	-	300	300
5	032	4345	003	Dues & Subscriptions	660	610	1,000	1,000
5	032	4346	003	Meetings, Conferences, & Travel	2,322	3,900	3,000	3,000
5	032	4340	003	Travel and Mileage	-	-	-	-
<b>Subtotal</b>					<b>3,582</b>	<b>5,110</b>	<b>4,900</b>	<b>24,400</b>
<b>Communications Division Subtotal</b>					<b>70,077</b>	<b>95,960</b>	<b>127,770</b>	<b>158,506</b>
Central Services & Reception Area*					74,286	98,770	-	-
*line item detail provided in the appendix, pg. 92								
<b>DEPT TOTAL - ADMINISTRATION AND ADMINISTRATIVE SERVICES</b>					<b>2,504,717</b>	<b>2,576,166</b>	<b>2,961,874</b>	<b>3,407,624</b>

# 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**

- Maintain positive working relationships with the public to ensure compliance with all building codes.
- Restarting rental housing inspection process that was suspended due to COVID. They are 700 licenses in the City that need to be inspected in 2022.
- Continue plan review and site inspections for the Willowbrooke and Helmo Station projects in the City.
- Review City Ordinances and update as needed to reflect changes made in the 2020 Minnesota Building Codes.
- 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.
- Evaluate online permitting software solutions, which include the ability to build forms, design workflows, collect fees, and schedule inspections.

## **2022 Staffing**

- 1 Building Official
- 2 Building Inspectors
- 1 Building and Code Inspector
- 1 Administrative Assistant

## Building Inspections

<b>Building Inspections</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	070	4100	028	Wages-Regular	304,071	281,197	300,960	425,324
5	070	4140	028	Employer PERA	22,644	19,511	22,575	30,897
5	070	4145	028	Employer FICA	22,323	20,798	23,025	31,212
5	070	4150	028	Employer Insurance	49,423	44,949	57,288	75,666
<b>Subtotal</b>					<b>398,462</b>	<b>366,455</b>	<b>403,848</b>	<b>563,099</b>
<b>Materials and Supplies</b>								
5	070	4200	028	Office Supplies	202	595	-	1,000
5	070	4210	028	Printing, Binding & Copying	202	76	-	-
5	070	4211	028	Operating Supplies	335	240	800	-
5	070	4230	028	Uniforms and Clothing	-	(48)	-	1,000
<b>Subtotal</b>					<b>738</b>	<b>863</b>	<b>800</b>	<b>2,000</b>
<b>Contractual Services</b>								
5	070	4300	028	Professional Services	21,842	45,339	22,000	57,000
5	070	4301	028	Other Contractual Service	-	-	-	-
5	070	4324	028	License & Permits Fees	-	308	100	500
5	070	4331	028	Telephone	1,540	1,748	1,500	1,500
5	070	4340	028	Travel Expenses	712	-	-	-
5	070	4344	028	Books & Publications	-	1,976	500	1,500
5	070	4345	028	Dues & Subscriptions	395	450	600	500
5	070	4346	028	Meetings, Conferences & Travel	3,597	2,148	5,000	3,000
<b>Subtotal</b>					<b>28,085</b>	<b>51,969</b>	<b>29,700</b>	<b>64,000</b>
<b>DEPT TOTAL - BUILDING INSPECTIONS</b>					<b>427,286</b>	<b>419,287</b>	<b>434,348</b>	<b>629,099</b>

# 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

## **2022 Staffing**

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

## Community Development

Community Development					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5 040 4100 004	Wages-Regular				310,626	326,247	377,000	403,555
5 040 4111 004	Wages-Overtime				1,026	54	-	-
5 040 4120 004	Wages-Temporary (intern)				6,348	17,260	26,945	23,000
5 040 4140 004	Employer PERA				23,731	25,398	28,270	29,114
5 040 4145 004	Employer FICA				23,805	25,407	28,835	29,696
5 040 4150 004	Employer Insurance				57,141	45,388	57,210	51,413
<b>Subtotal</b>					<b>422,677</b>	<b>439,754</b>	<b>518,260</b>	<b>536,779</b>
<b>Materials and Supplies</b>								
5 040 4200 004	Operating Supplies				1,425	96	5,750	5,750
5 040 4210 004	Printing/Binding/Copying				-	437	-	-
5 040 4299 004	Other Materials & Supplies				21	115	-	-
<b>Subtotal</b>					<b>1,445</b>	<b>649</b>	<b>5,750</b>	<b>5,750</b>
<b>Contractual Services</b>								
5 040 4300 004	Professional Services				29,817	41,375	5,000	15,000
5 040 4301 004	Other Contractual Services				1,151	11,543	-	-
5 040 4324 004	License & Permits Fees				-	-	2,500	2,500
5 040 4331 004	Telephone				577	1,184	-	1,920
5 040 4340 004	Travel Expense				756	-	-	-
5 040 4341 004	Transportation Allowances				3,600	3,600	4,100	4,100
5 040 4344 004	Books & Publications				1,181	600	1,205	1,205
5 040 4345 004	Dues & Subscriptions				4,492	3,022	3,900	3,900
5 040 4346 004	Meetings, Conferences, & Travel				6,549	3,376	8,040	8,040
5 040 4360 004	Legal & Public Notices				-	-	2,500	2,500
5 040 4399 004	Commission Per Diem				-	-	2,000	2,000
5 040 4900 004	Transfer to Comm & ED Fund				-	-	39,500	-
<b>Subtotal</b>					<b>48,125</b>	<b>64,700</b>	<b>68,745</b>	<b>41,165</b>
Recycling/Environmental Services*					93,860	34,654	-	-
*line item detail provided in the appendix, pg. 93								
<b>DEPT TOTAL - COMMUNITY DEVELOPMENT</b>					<b>566,107</b>	<b>539,756</b>	<b>592,755</b>	<b>583,694</b>

# 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 the city government the City Council may:

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

## **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.

<b>City Council</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	020	4100	001	Wages-Regular	37,816	36,907	36,480	36,480
5	020	4111	001	Wages-Overtime	5,045	6,655	-	-
5	020	4140	001	Employer PERA	1,941	2,019	1,850	1,824
5	020	4145	001	Employer FICA	3,260	3,314	2,800	2,791
<b>Subtotal</b>					<b>48,061</b>	<b>48,895</b>	<b>41,130</b>	<b>41,095</b>
<b>Materials and Supplies</b>								
5	020	4210	001	Printing	-	149	-	-
5	020	4211	001	Operating Supplies	551	634	4,000	4,000
5	020	4299	001	Other Materials & Supplies	4,255	2,929	-	-
<b>Subtotal</b>					<b>4,806</b>	<b>3,712</b>	<b>4,000</b>	<b>4,000</b>
<b>Contractual Services</b>								
5	020	4300	001	Professional Services	2,500	-	-	-
5	020	4340	001	Travel Expenses	582	-	-	-
5	020	4345	001	Dues & Subscriptions	22,330	30,207	23,000	30,000
5	020	4346	001	Meetings, Conferences, & Travel	3,897	987	6,000	6,000
5	020	4360	001	Legal & Public Notices/Ad	1,923	1,917	2,000	2,000
<b>Subtotal</b>					<b>31,232</b>	<b>33,111</b>	<b>31,000</b>	<b>38,000</b>

Planning Commission*	497	638	-	-
Economic Development Commission*	289	-	-	-
Parks and Rec Commission*	955	400	-	-

\*line item detail provided in the appendix, pg. 94-95

<b>DEPT TOTAL - CITY COUNCIL</b>	<b>85,840</b>	<b>86,756</b>	<b>76,130</b>	<b>83,095</b>
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## 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

- Provide pre-plan and life safety inspections for all existing commercial properties.
- Begin the final transition to an all career department; hire three more/new firefighters with a start date of July 1, 2022.
- Expand the current voluntary fall prevention and home inspection visits program started in 2019.
- Maintain paid-on-call membership numbers to support career staff.
- Keeping the training and knowledge of all members' current in relation to ever changing technologies, procedures and meet industry standards.
- Continue to improve the level of emergency response at a reasonable cost to taxpayers.
- Continue to engage with community organizations and provide fire education to the residents of this community.

### 2022 Staffing

- 1 Fire Chief
- 1 Assistant Fire Chief
- 18 Career Firefighter/EMT-Paramedics
- 17 Paid-On-Call Firefighters

Fire					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	062	4100	026	Salary & Wages Regular	264,047	182,625	361,500	522,676
5	062	4115	026	Wages - Part Time	19,038	21,324	-	26,127
5	062	4140	026	Employer-PERA	43,906	43,067	61,400	90,937
5	062	4145	026	Employer-FICA	5,184	5,367	6,850	9,288
5	062	4150	026	Employer Insurance	47,718	37,389	71,150	88,380
<b>Subtotal</b>					<b>379,892</b>	<b>289,771</b>	<b>500,900</b>	<b>737,408</b>
<b>Materials &amp; Supplies</b>								
5	062	4210	026	Printing	-	21	-	-
5	062	4211	026	Operating Supplies	-	1,160	-	-
5	062	4220	026	Motor Fuel	22,446	17,980	21,000	21,000
5	062	4230	026	Uniforms & Clothing	804	1,104	900	32,900
<b>Subtotal</b>					<b>23,249</b>	<b>20,266</b>	<b>21,900</b>	<b>53,900</b>
<b>Contractual Services</b>								
5	062	4300	026	Professional Services	541,500	555,540	552,250	558,040
5	062	4301	026	Other Contractual Services	11,004	2,902	-	-
5	062	4324	026	Licenses & Permits	100	100	100	100
5	062	4332	026	Radio Services	19,519	19,347	21,000	23,500
5	062	4380	026	Electric Service	-	4,261	-	-
<b>Subtotal</b>					<b>572,123</b>	<b>582,149</b>	<b>573,350</b>	<b>581,640</b>
<b>DEPT TOTAL - FIRE</b>					<b>975,265</b>	<b>892,187</b>	<b>1,096,150</b>	<b>1,372,948</b>

# 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.

## **2022 Staffing**

- 1 Police Chief
- 1 Police Captain
- 1 Administrative Director
- 5 Police Sergeants
- 26 Police Officers
- 1 Investigative Aide (Property & Evidence Technician)
- 1 Diversion Services Coordinator
- 2.5 Community Service Officers
- 2 Records Technicians
- 1 Data Entry Clerk (Senior Records Technician)

<b>Administration Division</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	050	4100	025	Wages-Regular	548,741	288,081	750,000	633,432
5	050	4111	025	Wages-Overtime	11,951	12,045	9,000	9,000
5	050	4115	025	Wages-Part Time	14,877	-	-	22,491
5	050	4125	025	Wages-Part Time OT	186	-	-	-
5	050	4140	025	Employer PERA	69,280	71,760	84,000	66,355
5	050	4145	025	Employer FICA	29,579	29,758	40,100	42,517
5	050	4150	025	Employer Insurance	94,549	91,951	113,000	103,404
5	050	4162	025	Holiday Pay	26,378	27,889	40,000	40,000
5	050	4199	025	Severance Pay	-	-	25,000	25,000
<b>Subtotal</b>					<b>795,540</b>	<b>521,483</b>	<b>1,061,100</b>	<b>942,200</b>
<b>Materials and Supplies</b>								
5	050	4200	025	Office Supplies	7,643	12,513	-	-
5	050	4210	025	Printing, Binding & Copying	2,080	2,427	-	-
5	050	4211	025	Operating Supplies	46,472	39,569	84,600	97,200
5	050	4220	025	Motor Fuels	-	-	65,000	65,000
5	050	4230	025	Uniforms & Clothing	1,599	3,334	4,700	10,900
<b>Subtotal</b>					<b>57,794</b>	<b>57,844</b>	<b>154,300</b>	<b>173,100</b>
<b>Contractual Services</b>								
5	050	4300	025	Professional Services	4,316	42,626	75,500	94,300
5	050	4301	025	Other Contractual Service	29,906	52,954	-	-
5	050	4304	025	Contract Animal Services	6,175	3,486	7,500	7,500
5	050	4310	025	EDP Services	61,897	99,069	120,000	131,014
5	050	4324	025	License & Permits Fees	1,272	2,062	2,000	2,000
5	050	4325	025	Prevention Programs	-	-	4,600	4,100
5	050	4331	025	Telephone	30,350	35,590	30,500	32,500
5	050	4341	025	Transportation Allow.	4,980	4,980	4,980	4,980
5	050	4345	025	Dues & Subscriptions	1,701	1,361	2,524	2,905
5	050	4346	025	Meetings, Conferences, & Travel	3,328	2,910	8,400	8,400
<b>Subtotal</b>					<b>143,925</b>	<b>245,037</b>	<b>256,004</b>	<b>287,699</b>
<b>Capital and Other</b>								
5	050	4402	025	Repair & Maint - Equipment	1,240	344	3,900	3,900
5	050	4403	025	Repair & Maint - Vehicles	-	-	70,000	71,000
5	050	4701	025	Machinery & Equipment	-	-	-	-
5	050	4701	025	Capital Outlay under \$5,000	-	5,133	-	18,963
<b>Subtotal</b>					<b>1,240</b>	<b>5,478</b>	<b>73,900</b>	<b>93,863</b>
Juvenile Services*					102,337	108,053	-	-
Police Vehicles*					83,279	93,141	-	-
Prevention Programs*					3,301	904	-	-
*line item detail provided in the appendix, pg. 96								
<b>ADMINISTRATION DIVISION TOTAL</b>					<b>1,187,416</b>	<b>1,031,940</b>	<b>1,545,304</b>	<b>1,496,862</b>

Operations Division					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	054	4100	025	Wages-Regular	461,538	295,943	2,797,500	3,173,838
5	054	4111	025	Wages-Overtime	54,800	67,210	220,000	220,000
5	054	4140	025	Employer PERA	78,221	86,037	528,000	572,660
5	054	4145	025	Employer FICA	10,969	11,557	48,000	51,252
5	054	4150	025	Employer Insurance	65,721	71,180	450,500	488,505
<b>Subtotal Personnel Services</b>					<b>671,249</b>	<b>531,927</b>	<b>4,044,000</b>	<b>4,506,254</b>
<b>Materials and Supplies</b>								
5	054	4230	025	Uniforms & Clothing	7,875	6,300	42,000	43,225
<b>Subtotal Materials and Supplies</b>					<b>7,875</b>	<b>6,300</b>	<b>42,000</b>	<b>43,225</b>
<b>Contractual Services</b>								
5	054	4346	025	Meetings, Conferences, & Travel	896	386	25,000	33,900
<b>Subtotal Contractual Services</b>					<b>896</b>	<b>386</b>	<b>25,000</b>	<b>33,900</b>

<i>Patrol*</i>	3,253,495	2,206,638	-	-
<i>*line item detail provided in the appendix, pg. 97</i>				

<b>OPERATIONS DIVISION TOTAL</b>	<b>3,933,515</b>	<b>2,745,251</b>	<b>4,111,000</b>	<b>4,583,379</b>
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City Hall Building Maintenance					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Materials and Supplies</b>								
5	089	4211	024	Operating Supplies	5,509	10,310	11,500	11,500
5	089	4240	024	Repair & Maint Supplies	126	212	-	-
5	089	4241	024	Equipment Parts	61	12	-	-
<b>Subtotal</b>					<b>5,696</b>	<b>5,696</b>	<b>11,500</b>	<b>11,500</b>
<b>Contractual Services</b>								
5	89	4300	024	Professional Services	-	-	75,000	75,000
5	089	4301	024	Other Contractual Service	104,743	75,454	-	-
5	089	4324	024	Licenses & Permits	100	-	100	100
5	089	4331	024	Telephone	15,899	16,482	20,000	20,000
5	089	4380	024	Electric Service	58,245	56,412	60,000	60,000
5	089	4384	024	Trash Removal	530	530	500	600
<b>Subtotal</b>					<b>179,518</b>	<b>179,518</b>	<b>155,600</b>	<b>155,600</b>
<b>Capital and Other</b>								
5	089	4401	024	Repair & Maintenance Building	-	-	25,000	25,000
5	089	4700	024	Capital Outlay Other	-	-	-	-
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>

<b>CITY HALL BUILDING MAINTENANCE DIVISION TOTAL</b>	<b>185,214</b>	<b>159,412</b>	<b>192,100</b>	<b>192,200</b>
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<b>DEPT TOTAL - POLICE</b>	<b>5,306,145</b>	<b>3,936,603</b>	<b>5,848,404</b>	<b>6,272,441</b>
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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, Lift Station #6 replacement and relocation.
- Continue the annual Street Reconstruction program and improving the Pavement Condition Index (PCI) of City streets and roadways.

### 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.

## 2022 Staffing

### Engineering Division

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

### Forestry and Environmental Services Division

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

### Parks Division

- 1 Parks and Buildings Superintendent
- 5 Maintenance Personnel

### Street and Fleet Division

- 1 Street Superintendent
- 5 Maintenance Personnel

### Utility Division

- 1 Utilities Superintendent
- 7 Maintenance Personnel

### Mechanic Services

- 2 Mechanics

<b>Engineering Division</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	095	4100	009	Wages-Regular	353,203	371,559	377,365	399,454
5	095	4111	009	Wages- Overtime	-	361	2,500	2,500
5	095	4120	009	Intern - Willowbrooke	-	-	8,000	8,000
5	095	4140	009	Employer PERA	25,914	27,182	28,490	29,340
5	095	4145	009	Employer FICA	25,458	26,390	29,060	29,927
5	095	4150	009	Employer Insurance	50,968	46,915	51,000	57,366
<b>Subtotal</b>					<b>455,544</b>	<b>472,408</b>	<b>496,415</b>	<b>526,586</b>
<b>Materials and Supplies</b>								
5	095	4200	009	Office Supplies	11	181	-	-
5	095	4210	009	Printing, Binding & Copying	-	-	-	-
5	095	4211	009	Operating Supplies	209	149	2,800	2,800
<b>Subtotal</b>					<b>220</b>	<b>330</b>	<b>2,800</b>	<b>2,800</b>
<b>Contractual Services</b>								
5	095	4300	009	Professional Services	-	4,584	15,000	15,000
5	095	4301	009	Other Contractual Service	-	932	-	-
5	095	4324	009	License & Permits Fees	-	20	240	240
5	095	4331	009	Telephone	1,801	1,820	3,600	3,600
5	095	4332	009	Radio Services	1,841	1,800	-	-
5	095	4340	009	Travel Expenses	52	10	-	-
5	095	4341	009	Transportation Allowance	4,980	4,980	5,000	5,000
5	095	4344	009	Books & Publications	-	-	200	200
5	095	4345	009	Dues & Subscriptions	440	1,020	700	700
5	095	4346	009	Meetings, Conferences, & Travel	7,682	2,496	8,000	8,000
<b>Subtotal</b>					<b>16,796</b>	<b>17,661</b>	<b>32,740</b>	<b>32,740</b>
<b>Capital and Other</b>								
5	095	4705	009	Capital Outlay under \$5,000	-	-	-	-
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DIVISION TOTAL FOR ENGINEERING</b>					<b>472,559</b>	<b>490,399</b>	<b>531,955</b>	<b>562,126</b>

**Public Works  
Park Department**

**Park Department Administration**

<b>Park Department Administration</b>				<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>							
5	100	4100	010	Wages-Regular & Leave	138,852	141,307	404,500
5	100	4111	010	Wages-Overtime	13,097	8,435	18,000
5	100	4120	010	Wages-Temporary	-	-	44,000
5	100	4140	010	Employer PERA	10,869	11,183	34,378
5	100	4145	010	Employer FICA	11,153	11,301	38,661
5	100	4150	010	Employer Insurance	70,530	73,292	79,284
5	100	4155	010	Unemployment	5,744	-	-
<b>Subtotal</b>				<b>250,246</b>	<b>245,518</b>	<b>618,823</b>	<b>704,220</b>
<b>Materials and Supplies</b>							
5	100	4200	010	Office Supplies	303	307	500
5	100	4209	010	In House Copying	-	-	200
5	100	4210	010	Printing, Binding & Copying	35	28	200
5	100	4211	010	Operating Supplies	4,977	5,843	3,500
5	100	4230	010	Uniforms & Clothing	8,884	8,641	10,000
5	100	4244	010	Landscape Materials	-	-	-
5	100	4245	010	Signs & Striping Material	693	947	1,000
5	100	4250	010	Small Tools	-	1,582	500
<b>Subtotal</b>				<b>14,892</b>	<b>17,348</b>	<b>15,900</b>	<b>15,900</b>
<b>Contractual Services</b>							
5	100	4300	010	Professional Services	-	-	4,200
5	100	4301	010	Other Contractual Service	7,514	7,439	-
5	100	4324	010	License & Permits Fees	19	179	250
5	100	4330	010	Postage	-	-	-
5	100	4331	010	Telephone	4,347	4,370	5,000
5	100	4332	010	Radio Services	1,841	1,800	2,000
5	100	4340	010	Travel Expenses	-	-	-
5	100	4344	010	Books & Publications	-	-	100
5	100	4345	010	Dues & Subscriptions	1,947	1,878	2,000
5	100	4346	010	Meetings, Conferences, & Travel	802	919	4,400
5	100	4350	010	Advertising	-	-	-
5	100	4360	010	Legal & Public Notices/Ad	-	-	-
5	100	4380	010	Electric Service	1,666	1,491	2,000
5	100	4384	010	Trash Removal	1,466	807	4,000
5	100	4500	010	Rental Equipment	-	90	-
5	100	4705	010	Capital Outlay under \$5,000	524	-	-
<b>Subtotal</b>				<b>20,126</b>	<b>18,973</b>	<b>23,950</b>	<b>23,950</b>
<b>SUBTOTAL FOR PARK DEPT ADMINISTRATION</b>				<b>285,264</b>	<b>281,839</b>	<b>658,673</b>	<b>744,070</b>

**Public Works  
Park Department**

**Athletic Field Maintenance**

<b>Athletic Field Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	101	4100	010	Wages-Regular	32,388	24,865	-	-
5	101	4111	010	Wages-Overtime	2,290	649	-	-
5	101	4120	010	Wages-Temporary	17,073	2,313	-	-
5	101	4140	010	Employer PERA	2,598	1,869	-	-
5	101	4145	010	Employer FICA	3,856	2,035	-	-
<b>Subtotal</b>					<b>58,204</b>	<b>31,731</b>	-	-
<b>Materials and Supplies</b>								
5	101	4211	010	Operating Supplies	4,487	1,508	4,000	4,000
5	101	4240	010	Repair & Maintenance Supplies	-	1,756	5,000	5,000
5	101	4241	010	Equipment Parts	5,122	626	1,000	1,000
5	101	4244	010	Landscape Materials	6,973	2,885	10,000	10,000
5	101	4250	010	Small Tools	-	336	500	500
<b>Subtotal</b>					<b>16,582</b>	<b>7,110</b>	<b>20,500</b>	<b>20,500</b>
<b>Contractual Services</b>								
5	101	4380	010	Electric Service	16,725	12,277	17,000	17,000
<b>Subtotal Contractual Services</b>					<b>16,725</b>	<b>12,277</b>	<b>17,000</b>	<b>17,000</b>
<b>Capital and Other</b>								
5	101	4402	010	Repair & Maintenance Equip	40	1,355	2,000	2,000
5	101	4404	010	Repair & Maintenance Grounds	265	-	2,000	2,000
5	101	4500	010	Rental Equipment	13,131	15,136	13,000	13,000
<b>Subtotal</b>					<b>13,436</b>	<b>16,491</b>	<b>17,000</b>	<b>17,000</b>
<b>SUBTOTAL ATHLETIC FIELD MAINTENANCE</b>					<b>104,947</b>	<b>67,609</b>	<b>54,500</b>	<b>54,500</b>

**Public Works  
Park Department**

Beach Maintenance

<b>Beach Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	102	4100	010	Wages-Regular	864	342	-	-
5	102	4111	010	Wages-Overtime	94	107	-	-
5	102	4120	010	Wages-Temporary	-	39	-	-
5	102	4140	010	Employer PERA	72	34	-	-
5	102	4145	010	Employer FICA	69	36	-	-
<b>Subtotal Personnel Services</b>					<b>1,098</b>	<b>557</b>	-	-
<b>Materials and Supplies</b>								
5	102	4211	010	Operating Supplies	106	47	400	400
5	102	4223	010	Chemicals	-	317	750	750
5	102	4240	010	Repair & Maintenance Supplies	466	695	1,500	1,500
5	102	4243	010	Road Materials	803	-	3,400	3,400
<b>Subtotal Materials and Supplies</b>					<b>1,374</b>	<b>1,059</b>	<b>6,050</b>	<b>6,050</b>
<b>Contractual Services</b>								
5	102	4301	010	Other Contractual Services	258	516	-	-
5	102	4331	010	Telephone	-	-	-	-
<b>Subtotal Contractual Services</b>					<b>258</b>	<b>516</b>	-	-
<b>Capital and Other</b>								
5	102	4401	010	Building Maint.	4,017	-	-	-
5	102	4402	010	Repair equipment	-	-	-	-
5	102	4701	010	Capital Outlay	-	-	-	-
<b>Subtotal Capital and Other</b>					<b>4,017</b>	-	-	-
<b>SUBTOTAL FOR BEACH MAINTENANCE</b>					<b>6,747</b>	<b>2,132</b>	<b>6,050</b>	<b>6,050</b>

**Public Works  
Park Department**

Bike, Trail, Pedway  
Mowing

<b>Bike Trail, Pedway</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	104	4100	010	Wages-Regular	26,803	10,058	-	-
5	104	4111	010	Wages-Overtime	8,316	3,939	-	-
5	104	4120	010	Wages-Temporary	120	39	-	-
5	104	4140	010	Employer PERA	2,431	1,121	-	-
5	104	4145	010	Employer FICA	2,538	936	-	-
<b>Subtotal Personnel Services</b>					<b>40,208</b>	<b>16,093</b>	-	-
<b>Materials and Supplies</b>								
5	104	4211	010	Operating Supplies	22	-	1,500	1,500
5	104	4243	010	Road Materials	1,267	917	-	-
5	104	4245	010	Signs & Striping Material	-	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>1,289</b>	<b>917</b>	<b>1,500</b>	<b>1,500</b>
<b>Capital and Other</b>								
5	104	4301	010	Other Contractual Services	1,485	-	-	-
5	104	4404	010	Repair & Maintenance	9,742	3,374	8,500	8,500
5	104	4500	010	Rental Equipment	-	-	-	-
<b>Subtotal Capital and Other</b>					<b>11,226</b>	<b>3,374</b>	<b>8,500</b>	<b>8,500</b>
<b>SUBTOTAL FOR BIKE TRAIL, PEDWAY</b>					<b>52,724</b>	<b>20,383</b>	<b>10,000</b>	<b>10,000</b>

<b>Mowing</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	105	4100	010	Wages-Regular	71,476	77,765	-	-
5	105	4111	010	Wages-Overtime	-	356	-	-
5	105	4120	010	Wages-Temporary	14,410	3,597	-	-
5	105	4121	010	Wages-Temporary Overtime	34	-	-	-
5	105	4140	010	Employer PERA	5,301	5,850	-	-
5	105	4145	010	Employer FICA	6,270	5,973	-	-
<b>Subtotal Personnel Services</b>					<b>97,490</b>	<b>93,541</b>	-	-
<b>Materials and Supplies</b>								
5	105	4240	010	Repair & Maintenance Supplies	-	-	1,000	1,000
5	105	4241	010	Equipment Parts	207	2,408	8,000	8,000
5	105	4242	010	Tires & Cutting Edges	-	619	500	500
5	105	4250	010	Small Tools	-	2,525	1,500	1,500
<b>Subtotal Materials and Supplies</b>					<b>207</b>	<b>5,552</b>	<b>11,000</b>	<b>11,000</b>
<b>Contractual Services</b>								
5	105	4300	010	Professional Services	-	-	15,000	15,000
5	105	4301	010	Other Contractual Service	5,160	3,730	-	-
<b>Subtotal Contractual Services</b>					<b>5,160</b>	<b>3,730</b>	<b>15,000</b>	<b>15,000</b>
<b>SUBTOTAL FOR MOWING</b>					<b>102,857</b>	<b>102,823</b>	<b>26,000</b>	<b>26,000</b>

**Public Works  
Park Department**

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

<b>Ice Rinks, Roller Rinks, &amp; Warming House</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	106	4100	010	Wages-Regular	32,640	33,851	-	-
5	106	4111	010	Wages-Overtime	225	1,302	-	-
5	106	4140	010	Employer PERA	2,593	2,856	-	-
5	106	4145	010	Employer FICA	2,165	2,510	-	-
<b>Subtotal Personnel Services</b>					<b>37,624</b>	<b>40,519</b>	-	-
<b>Materials and Supplies</b>								
5	106	4211	010	Operating Supplies	74	149	1,500	1,500
5	106	4241	010	Equipment Parts	-	34	-	-
5	106	4250	010	Small Tools	-	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>74</b>	<b>183</b>	<b>1,500</b>	<b>1,500</b>
<b>Contractual Services</b>								
5	106	4380	010	Electric Service	1,211	1,134	1,500	1,500
5	106	4381	010	Gas Service	199	-	500	500
<b>Subtotal Contractual Services</b>					<b>1,410</b>	<b>1,134</b>	<b>2,000</b>	<b>2,000</b>
<b>Capital and Other</b>								
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
<b>Subtotal Capital and Other</b>					<b>1,421</b>	-	<b>5,000</b>	<b>5,000</b>
<b>SUBTOTAL FOR ICE, ROLLER RINKS, WARMING HOUSE</b>					<b>40,530</b>	<b>41,835</b>	<b>8,500</b>	<b>8,500</b>

<b>Trash Removal</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	107	4100	010	Wages-Regular	20,382	31,071	-	-
5	107	4111	010	Wages-Overtime	7,297	6,640	-	-
5	107	4120	010	Wages-Temporary	10,148	8,868	-	-
5	107	4140	010	Employer PERA	2,062	2,442	-	-
5	107	4145	010	Employer FICA	2,792	3,372	-	-
<b>Subtotal Personnel Services</b>					<b>42,681</b>	<b>52,394</b>	-	-
<b>Materials and Supplies</b>								
5	107	4211	010	Operating Supplies	1,782	1,821	1,200	1,200
5	107	4244	010	Landscape Materials	-	-	300	300
5	107	4250	010	Small Tools	-	882	-	-
<b>Subtotal Materials and Supplies</b>					<b>1,782</b>	<b>2,703</b>	<b>1,500</b>	<b>1,500</b>
<b>Contractual Services</b>								
5	107	4324	010	License & Permits	-	-	200	200
5	107	4384	010	Trash Removal	1,481	1,379	-	-
<b>Subtotal Contractual Services</b>					<b>1,481</b>	<b>1,379</b>	<b>200</b>	<b>200</b>
<b>SUBTOTAL TRASH REMOVAL</b>					<b>45,943</b>	<b>56,475</b>	<b>1,700</b>	<b>1,700</b>

**Public Works  
Park Department**

**Tot Lots & Volleyball  
Weed Control**

<b>Tot Lots &amp; Volleyball</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	108	4100	010	Wages-Regular	6,418	12,008	-	-
5	108	4120	010	Wages-Temporary	-	-	-	-
5	108	4140	010	Employer-PERA	465	917	-	-
5	108	4145	010	Employer-S.S.	453	880	-	-
<b>Subtotal Personnel Services</b>					<b>7,337</b>	<b>13,805</b>	-	-
<b>Materials and Supplies</b>								
5	108	4241	010	Equipment Parts	39	2,033	7,500	7,500
5	108	4244	010	Landscaping Supplies	-	11,988	3,200	3,200
<b>Subtotal Materials and Supplies</b>					<b>39</b>	<b>14,021</b>	<b>10,700</b>	<b>10,700</b>
<b>SUBTOTAL TOT LOTS &amp; VOLLEYBALL</b>					<b>7,376</b>	<b>27,827</b>	<b>10,700</b>	<b>10,700</b>
<b>Weed Control</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	109	4100	010	Wages-Regular	814	-	-	-
5	109	4111	010	Wages-Overtime	-	-	-	-
5	109	4120	010	Wages-Temporary	-	182	-	-
5	109	4140	010	Employer PERA	61	-	-	-
5	109	4145	010	Employer FICA	62	14	-	-
<b>Subtotal Personnel Services</b>					<b>937</b>	<b>196</b>	-	-
<b>Materials and Supplies</b>								
5	109	4244	010	Landscape Materials	1,517	1,529	1,500	1,500
5	109	4250	010	Small Tools	-	8	400	400
<b>Subtotal Materials and Supplies</b>					<b>1,517</b>	<b>1,537</b>	<b>1,900</b>	<b>1,900</b>
<b>Contractual Services</b>								
5	109	4300	010	Professional Services	-	-	18,000	18,000
5	109	4301	010	Other Contractual Service	16,400	16,420	-	-
<b>Subtotal Contractual Services</b>					<b>16,400</b>	<b>16,420</b>	<b>18,000</b>	<b>18,000</b>
<b>SUBTOTAL TREES AND WEED CONTROL</b>					<b>18,854</b>	<b>18,152</b>	<b>19,900</b>	<b>19,900</b>

**Public Works**  
**Park Department**

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

<b>Park Department, Other</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	110	4100	010	Wages-Regular	57,950	67,741	-	-
5	110	4111	010	Wages-Overtime	2,259	1,683	-	-
5	110	4120	010	Wages-Temporary	-	-	-	-
5	110	4140	010	Employer PERA	4,540	4,789	-	-
5	110	4145	010	Employer FICA	4,515	5,011	-	-
<b>Subtotal Personnel Services</b>					<b>69,263</b>	<b>79,224</b>	-	-
<b>Materials and Supplies</b>								
5	110	4211	010	Operating Supplies	114	5,036	6,500	6,500
5	110	4240	010	Repair & Maintenance Supplies	220	869	-	-
5	110	4244	010	Landscape Materials	167	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>502</b>	<b>5,905</b>	<b>6,500</b>	<b>6,500</b>

<b>SUBTOTAL PARK DEPARTMENT, OTHER</b>	<b>69,765</b>	<b>85,129</b>	<b>6,500</b>	<b>6,500</b>
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<b>Tennis Courts, Archery Range</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	111	4100	010	Wages-Regular	152	1,620	-	-
5	111	4140	010	Employer PERA	11	122	-	-
5	111	4145	010	Employer FICA	11	118	-	-
<b>Subtotal Personnel Services</b>					<b>175</b>	<b>1,860</b>	-	-
<b>Materials and Supplies</b>								
5	111	4211	010	Operating Supplies	1,160	-	900	900
5	111	4241	010	Equipment Parts	-	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>1,160</b>	-	<b>900</b>	<b>900</b>
<b>Capital and Other</b>								
5	111	4380	010	Electrical	320	334	-	-
5	111	4404	010	Repair & Maintenance Grounds	18,635	2,345	13,000	13,000
<b>Subtotal Capital and Other</b>					<b>18,955</b>	<b>2,679</b>	<b>13,000</b>	<b>13,000</b>

<b>SUBTOTAL TENNIS COURTS, ARCHERY</b>	<b>20,291</b>	<b>4,539</b>	<b>13,900</b>	<b>13,900</b>
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<b>Summerfest Support</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
5	114	4100	010	Wages-Regular	6,839	-	-	-
5	114	4111	010	Wages-Overtime	11,067	-	-	-
5	114	4120	010	Wages-Temporary	520	-	-	-
5	114	4121	010	Wages-Temporary OT	2,651	-	-	-
5	114	4140	010	Employer PERA	1,331	-	-	-
5	114	4145	010	Employer FICA	1,550	-	-	-
5	114	4240	010	Repairs & Maintenance	-	-	-	-
<b>Subtotal Summerfest Support</b>					<b>23,957</b>	-	-	-

<b>PARK DIVISION TOTAL</b>	<b>779,255</b>	<b>708,743</b>	<b>816,423</b>	<b>901,820</b>
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**Public Works**  
**Forestry Division**

Forestry Administration

<b>Administration</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	115	4100	011	Wages - Regular	40,819	50,197	186,730	203,082
5	115	4111	011	Wages-Overtime	1,018	1,021	8,000	8,000
5	115	4120	011	Wages-Temporary	10,281	3,696	19,500	19,500
5	115	4121	011	Wages-Temporary OT	-	-	-	-
5	115	4140	011	Employer PERA	3,207	3,634	14,604	15,024
5	115	4145	011	Employer FICA	3,822	3,896	16,389	16,817
5	115	4150	011	Insurance	42,715	59,446	61,950	68,481
<b>Subtotal Personnel Services</b>					<b>101,862</b>	<b>121,891</b>	<b>307,173</b>	<b>330,904</b>
<b>Materials &amp; Supplies</b>								
5	115	4210	011	Printing & Binding	253	-	-	-
5	115	4211	011	Operating Supplies	3,074	5,508	3,500	3,500
5	115	4223	011	Chemicals	736	1,309	3,050	3,050
5	115	4230	011	Uniforms & Clothing	2,467	2,428	3,000	3,000
5	115	4240	011	Repairs & Maint Supplies	-	-	-	-
5	115	4244	011	Landscaping Supplies	8,565	9,638	10,500	10,500
5	115	4250	011	Small Tools	3,773	685	2,500	2,500
<b>Subtotal Supplies &amp; Services</b>					<b>18,867</b>	<b>19,569</b>	<b>22,550</b>	<b>22,550</b>
<b>Contractual Services</b>								
5	115	4300	011	Professional Services	-	-	10,250	10,250
5	115	4301	011	Other Contractual Services	7,826	12,917	-	-
5	115	4324	011	Permits & Licenses	141	106	-	-
5	115	4331	011	Telephone Service	2,467	2,900	2,500	2,500
5	115	4332	011	Radio Services	1,841	1,800	-	-
5	115	4345	011	Dues & Subscriptions	125	80	-	-
5	115	4346	011	Meetings, Conferences, & Travel	3,254	1,267	4,300	4,300
5	115	4380	011	Electrical Service	-	-	-	-
<b>Subtotal Contractual Services</b>					<b>15,653</b>	<b>19,071</b>	<b>17,050</b>	<b>17,050</b>
<b>Capital</b>								
5	115	4701	011	Machinery & Equipment	-	-	-	-
<b>Subtotal Capital &amp; Other</b>					<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>SUBTOTAL FOR FORESTRY ADMINISTRATION</b>					<b>136,382</b>	<b>160,530</b>	<b>346,773</b>	<b>370,504</b>

**Public Works  
Forestry Division**

**Tree Management  
Tree Board Events**

<b>Tree Management</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	116	4100	011	Wages-Regular	77,473	100,244	-	-
5	116	4111	011	Wages-OT	1,609	2,956	-	-
5	116	4120	011	Wages-Temporary	2,318	686	-	-
5	116	4121	011	Wages-Temporary OT	-	-	-	-
5	116	4140	011	Employer PERA	6,005	6,954	-	-
5	116	4145	011	Employer FICA	5,940	7,242	-	-
<b>Subtotal Personnel Services</b>					<b>93,345</b>	<b>118,082</b>	-	-
<b>Materials and Supplies</b>								
5	116	4211	011	Operating Supplies	4,514	2,954	-	-
5	116	4244	011	Landscape Materials	51	3,337	-	-
5	116	4250	011	Small Tools	8,428	1,128	-	-
<b>Subtotal Materials and Supplies</b>					<b>12,993</b>	<b>7,419</b>	-	-
<b>Contractual Services</b>								
5	116	4300	011	Professional Services	150	-	17,500	17,500
5	116	4301	011	Other Contractual Services	42,025	11,635	-	-
5	116	4346	011	Meetings, Conferences	-	45	-	-
5	116	4500	011	Rental Equipment	-	945	-	-
<b>Subtotal Contractual Services</b>					<b>42,175</b>	<b>12,625</b>	<b>17,500</b>	<b>17,500</b>
<b>SUBTOTAL FOR TREE MANAGEMENT</b>					<b>148,514</b>	<b>138,126</b>	<b>17,500</b>	<b>17,500</b>
<b>Tree Board Events</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	117	4100	011	Wages-Regular	5,173	1,797	-	-
5	117	4111	011	Wages-Overtime	3,321	-	-	-
5	117	4115	011	Wages-Part Time	-	-	-	-
5	117	4120	011	Wages-Temporary	816	-	-	-
5	117	4140	011	Employer PERA	656	135	-	-
5	117	4145	011	Employer FICA	705	130	-	-
<b>Subtotal Personnel Services</b>					<b>10,671</b>	<b>2,062</b>	-	-
<b>Materials and Supplies</b>								
5	117	4211	011	Operating Supplies	983	940	13,000	13,000
5	117	4244	011	Landscape Materials	13,154	5,004	-	-
<b>Subtotal Materials and Supplies</b>					<b>14,137</b>	<b>5,944</b>	<b>13,000</b>	<b>13,000</b>
<b>SUBTOTAL FOR TREE BOARD EVENTS</b>					<b>24,808</b>	<b>8,006</b>	<b>13,000</b>	<b>13,000</b>

**Public Works  
Forestry Division**

**Buckthorn Removal  
Fountain Maintenance & Special Projects**

<b>Buckthorn Removal</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	118	4100	011	Wages-Regular	7,024	5,972	-	-
5	118	4111	011	Wages-Overtime	18	-	-	-
5	118	4120	011	Wages-Temporary	80	-	-	-
5	118	4140	011	Employer PERA	455	465	-	-
5	118	4145	011	Employer FICA	511	451	-	-
<b>Subtotal Personnel Services</b>					<b>8,089</b>	<b>6,888</b>	-	-
<b>Materials and Supplies</b>								
5	118	4211	011	Operating Supplies	-	643	-	-
5	118	4223	011	Chemicals	3,269	1,359	-	-
5	118	4250	011	Small Tools	1,483	2,100	-	-
<b>Subtotal Materials and Supplies</b>					<b>4,753</b>	<b>4,102</b>	-	-
<b>Contractual Services</b>								
5	118	4300	011	Professional Services	-	-	1,500	1,500
5	118	4301	011	Other Contractual Services	4,450	-	-	-
5	118	4500	011	Rental - Equipment	-	-	-	-
5	118	4701	011	Machinery & Equipment	13,000	-	-	-
<b>Subtotal Contractual Services</b>					<b>17,450</b>	-	<b>1,500</b>	<b>1,500</b>
<b>SUBTOTAL FOR BUCKTHORN</b>					<b>30,292</b>	<b>10,990</b>	<b>1,500</b>	<b>1,500</b>

<b>Fountain Maintenance &amp; Special Projects</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	119	4100	011	Wages-Regular	-	-	-	-
5	119	4140	011	Employer PERA	-	-	-	-
5	119	4145	011	Employer FICA	-	-	-	-
<b>Subtotal Personnel Services</b>					-	-	-	-
<b>Contractual Services</b>								
5	119	4300	011	Professional Services	-	-	-	1,500
5	119	4380	011	Electric Services	2,036	2,310	3,500	3,500
<b>Subtotal Contractual Services</b>					<b>2,036</b>	<b>2,310</b>	<b>3,500</b>	<b>5,000</b>
<b>SUBTOTAL FOR FOUNTAINS &amp; SPECIAL PROJECTS</b>					<b>2,036</b>	<b>2,310</b>	<b>3,500</b>	<b>5,000</b>

**Public Works  
Forestry Division**

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

<b>Tartan Crossing Pond Landscaping</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	120	4100	011	Wages-Regular	180	-	-	-
5	120	4140	011	Employer PERA	13	-	-	-
5	120	4145	011	Employer FICA	14	-	-	-
<b>Subtotal Personnel Services</b>					<b>207</b>	-	-	-
<b>Contractual Services</b>								
5	120	4300	011	Professional Services	-	-	1,000	2,300
5	120	4301	011	Other Contractual Services	-	-	-	-
<b>Subtotal Contractual Services</b>					-	-	<b>1,000</b>	<b>2,300</b>
<b>SUBTOTAL TARTAN CROSSING POND LANDSCAPING</b>					<b>207</b>	-	<b>1,000</b>	<b>2,300</b>
<b>Ash Tree Program</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Contractual Services</b>								
5	121	4300	011	Professional Services	-	-	5,000	7,000
5	121	4301	011	Other Contractual Services	4,952	6,600	-	-
<b>Subtotal Contractual Services</b>					<b>4,952</b>	<b>6,600</b>	<b>5,000</b>	<b>7,000</b>
<b>SUBTOTAL FOR ASH TREE PROGRAM</b>					<b>4,952</b>	<b>6,600</b>	<b>5,000</b>	<b>7,000</b>
<b>Meadow Restoration</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Operating Supplies</b>								
5	123	4211	011	Operating Supplies	309-	63	1,000	1,000
5	123	4244	011	Landscape Materials	-	1,527	-	-
5	123	4250	011	Small Tools	-	47	-	-
<b>Subtotal Operating Supplies</b>					<b>309</b>	<b>1,637</b>	<b>1,000</b>	<b>1,000</b>
<b>Contractual Services</b>								
5	123	4301	011	Contractual Services	-	-	-	-
<b>Subtotal Contractual Services</b>					-	-	-	-
<b>SUBTOTAL FOR MEADOW RESTORATION</b>					<b>309</b>	<b>1,637</b>	<b>1,000</b>	<b>1,000</b>
<b>FORESTRY DIVISION SUBTOTAL</b>					<b>347,500</b>	<b>328,198</b>	<b>389,273</b>	<b>417,804</b>

# Public Works Building Maintenance

## Public Works Building Maintenance

Public Works Building Maintenance					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	160	4100	016	Wages-Regular	2,874	11,665	-	-
5	160	4111	016	Wages-Overtime	260	117	-	-
5	160	4120	016	Wages-Temporary	30	-	-	-
5	160	4140	016	Employer PERA	219	852	-	-
5	160	4145	016	Employer FICA	228	867	-	-
<b>Subtotal Personnel Services</b>					<b>3,611</b>	<b>13,501</b>	-	-
<b>Materials and Supplies</b>								
5	160	4200	016	Office Supplies	-	-	-	-
5	160	4209	016	In House Copying	1,184	1,634	-	-
5	160	4211	016	Operating Supplies	13,610	13,185	9,000	6,800
5	160	4240	016	Repair & Maintenance Supplies	3,641	4,588	12,500	12,500
5	160	4241	016	Equipment Parts	129	154	-	-
5	160	4243	016	Road Materials	-	-	-	-
5	160	4250	016	Small Tools	536	358	750	750
<b>Subtotal Materials and Supplies</b>					<b>19,100</b>	<b>19,918</b>	<b>22,250</b>	<b>20,050</b>
<b>Contractual Services</b>								
5	160	4300	016	Professional Services	-	-	55,000	31,000
5	160	4301	016	Other Contractual Service	25,340	33,929	-	-
5	160	4324	016	Licenses & Permits	20	20	500	500
5	160	4331	016	Telephone	889	893	2,500	(150)
5	160	4380	016	Electric Service	-	299	-	-
5	160	4384	016	Trash Removal	33,005	29,293	50,000	34,500
<b>Subtotal Contractual Services</b>					<b>62,101</b>	<b>66,718</b>	<b>111,000</b>	<b>68,850</b>
<b>Capital and Other</b>								
5	160	4401	016	Repair & Maintenance Building	12,368	20,714	18,000	16,500
5	160	4402	016	Repair & Maintenance Equipment	420	2,341	1,000	1,000
5	160	4500	016	Rental Equipment	63	122	4,000	4,000
5	160	4540	016	Rental Other	2,666	3,599	-	-
5	160	4705	016	Capital Outlay Under \$5,000	-	-	-	-
<b>Subtotal Capital and Other</b>					<b>15,517</b>	<b>26,776</b>	<b>23,000</b>	<b>21,500</b>
<b>SUBTOTAL PW BUILDING MAINTENANCE</b>					<b>100,329</b>	<b>126,913</b>	<b>156,250</b>	<b>110,400</b>

**Public Works  
Building Maintenance**

**Park Building Maintenance**

<b>Park Building Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	161	4100	016	Wages-Regular	5,106	2,380	-	-
5	161	4111	016	Wages-Overtime	245	-	-	-
5	161	4140	016	Employer PERA	401	171	-	-
5	161	4145	016	Employer FICA	394	170	-	-
<b>Subtotal Personnel Services</b>					<b>6,147</b>	<b>2,722</b>	-	-
<b>Materials and Supplies</b>								
5	161	4211	016	Operating Supplies	1,504	1,462	-	1,500
5	161	4240	016	Repair & Maintenance Supplies	1,462	274	-	1,500
5	161	4241	016	Equipment Parts	33	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>2,999</b>	<b>1,736</b>	-	<b>3,000</b>
<b>Contractual Services</b>								
5	161	4301	016	Other Contractual Service	20,338	14,992	-	12,000
5	161	4331	016	Telephone	444	446	-	450
5	161	4380	016	Electric Service	3,712	3,310	-	3,500
<b>Subtotal Contractual Services</b>					<b>24,494</b>	<b>18,749</b>	-	<b>15,950</b>
<b>Capital and Other</b>								
5	161	4401	016	Repair & Maintenance Building	4,245	150	-	-
5	161	4402	016	Repair & Maintenance Equip	927	-	-	-
<b>Subtotal Capital and Other</b>					<b>5,171</b>	<b>150</b>	-	-
<b>SUBTOTAL PARK BUILDING MAINTENANCE</b>					<b>38,811</b>	<b>23,357</b>	-	<b>18,950</b>

**Public Works  
Building Maintenance**

Discovery Center Building Maintenance

<b>Discovery Center Operating Costs</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	163	4100	016	Wages-Regular	274	160	-	-
5	163	4111	016	Wages-Overtime	-	68	-	-
5	163	4120	016	Wages-Temporary	-	-	-	-
5	163	4140	016	Employer PERA	16	17	-	-
5	163	4145	016	Employer FICA	20	11	-	-
<b>Subtotal Personnel Services</b>					<b>310</b>	<b>257</b>	-	-
<b>Materials and Supplies</b>								
5	163	4200	016	Office Supplies	-	-	-	-
5	163	4211	016	Operating Supplies	637	426	-	700
5	163	4240	016	Repair & Maint Supplies	216	371	-	-
5	163	4244	016	Landscape Materials	-	-	-	-
5	163	4299	016	Other Materials & Supplies	-	-	-	-
<b>Subtotal for Materials &amp; Supplies</b>					<b>853</b>	<b>796</b>	-	<b>700</b>
<b>Contractual Services</b>								
5	163	4301	016	Other Contractual Service	10,582	18,038	-	12,000
5	163	4306	016	Laundry Services	3,150	3,230	-	-
5	163	4331	016	Telephone	2,133	2,144	-	2,200
5	163	4380	016	Electric Service	11,748	9,523	-	10,000
5	163	4384	016	Trash Removal	524	524	-	-
<b>Subtotal Contractual Services</b>					<b>28,137</b>	<b>33,459</b>	-	<b>24,200</b>
<b>Capital and Other</b>								
5	163	4401	016	Repair & Maintenance Building	824	749	-	-
<b>Subtotal Capital and Other</b>					<b>824</b>	<b>749</b>	-	-
<b>SUBTOTAL FOR DISCOVERY CENTER OPERATING</b>					<b>30,123</b>	<b>35,261</b>	-	<b>24,900</b>
<b>BUILDING MAINTENANCE DIVISION TOTAL</b>					<b>169,263</b>	<b>185,531</b>	<b>156,250</b>	<b>154,250</b>

**Public Works  
Fleet Division**

**General Vehicle Maintenance**

<b>General Vehicle Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	170	4100	017	Wages-Regular	23,632	20,624	153,750	170,666
5	170	4111	017	Wages-Overtime	-	-	3,000	3,000
5	170	4120	017	Wages-Temporary	159	-	-	-
5	170	4140	017	Employer PERA	1,915	1,369	11,754	12,218
5	170	4145	017	Employer FICA	1,716	1,476	11,989	12,463
5	170	4150	017	Employer Insurance	30,005	26,015	28,605	28,683
<b>Subtotal Personnel Services</b>					<b>57,426</b>	<b>49,484</b>	<b>209,098</b>	<b>227,029</b>
<b>Materials and Supplies</b>								
5	170	4211	017	Operating Supplies	19,643	19,909	18,000	18,000
5	170	4221	017	Lubricants & Additives	6,293	5,814	3,750	5,000
5	170	4223	017	Chemicals	3,408	6,005	2,550	4,000
5	170	4230	017	Uniforms & Clothing	2,855	2,696	3,000	3,000
5	170	4240	017	Repair & Maintenance Supplies	943	420	500	500
5	170	4241	017	Equipment Parts	9,399	10,589	7,500	7,500
5	170	4242	017	Tires & Cutting Edges	-	-	500	500
5	170	4250	017	Small Tools	3,429	3,083	3,000	3,000
<b>Subtotal Materials and Supplies</b>					<b>45,970</b>	<b>48,517</b>	<b>38,800</b>	<b>41,500</b>
<b>Contractual Services</b>								
5	170	4324	017	License & Permit Fees	-	-	-	-
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	-	-	-	-
5	170	4340	017	Travel Expense	89	-	-	-
5	170	4344	017	Books & Publications	749	4,685	2,000	2,000
5	170	4345	017	Dues & Subscriptions	2,948	1,428	-	3,000
5	170	4346	017	Meetings, Conferences, & Travel	26	100	500	500
<b>Subtotal Contractual Services</b>					<b>4,817</b>	<b>7,213</b>	<b>3,500</b>	<b>6,500</b>
<b>Capital and Other</b>								
5	170	4402	017	Repair & Maintenance Equip	1,182	341	3,500	3,500
5	170	4403	017	Repair & Maintenance Vehicle	-	-	200	200
<b>Subtotal Capital and Other</b>					<b>1,182</b>	<b>341</b>	<b>3,700</b>	<b>3,700</b>
<b>SUBTOTAL GENERAL VEHICLE MAINTENANCE</b>					<b>109,395</b>	<b>105,555</b>	<b>255,098</b>	<b>278,729</b>

**Public Works  
Fleet Division**

Police Vehicles  
Public Works Vehicles

<b>Police Vehicles</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	171	4100	017	Wages-Regular	24,146	40,424	-	-
5	171	4111	017	Wages-Overtime	78	-	-	-
5	171	4140	017	Employer Pera	1,792	3,075	-	-
5	171	4145	017	Employer FICA	1,709	3,031	-	-
<b>Subtotal Personnel Services</b>					<b>27,724</b>	<b>46,530</b>	-	-
<b>SUBTOTAL POLICE VEHICLES</b>					<b>27,724</b>	<b>46,530</b>	-	-
<b>Public Works Vehicles</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	172	4100	017	Wages-Regular	68,361	67,583	-	-
5	172	4111	017	Wages-Overtime	2,380	2,439	-	-
5	172	4140	017	Employer PERA	4,935	5,249	-	-
5	172	4145	017	Employer FICA	5,048	5,053	-	-
<b>Subtotal Personnel Services</b>					<b>80,723</b>	<b>80,323</b>	-	-
<b>Materials and Supplies</b>								
5	172	4211	017	Operating Supplies	664	134	500	500
5	172	4220	017	Motor Fuels	67,894	55,408	70,000	70,000
5	172	4224	017	Fuel Tax	3,739	2,831	3,500	3,500
5	172	4241	017	Equipment Parts	46,048	51,381	40,000	45,000
5	172	4242	017	Tires & Cutting Edges	5,121	9,798	8,000	8,000
<b>Subtotal Materials and Supplies</b>					<b>123,465</b>	<b>119,552</b>	<b>122,000</b>	<b>127,000</b>
<b>Contractual Services</b>								
5	172	4301	017	Other Contractual Services	693	-	-	-
5	172	4324	017	License & Permits Fees	190	903	1,060	1,060
<b>Subtotal Contractual Services</b>					<b>882</b>	<b>903</b>	<b>1,060</b>	<b>1,060</b>
<b>Capital and Other</b>								
5	172	4402	017	Repair & Maint	5,437	1,728	-	-
5	172	4701	017	Machinery & Equipment	-	-	-	-
5	172	4705	017	Capital Outlay Under \$5,000	-	-	-	-
<b>Subtotal Contractual Services</b>					<b>5,437</b>	<b>1,728</b>	-	-
<b>SUBTOTAL FOR PUBLIC WORKS VEHICLES</b>					<b>210,508</b>	<b>202,506</b>	<b>123,060</b>	<b>128,060</b>

**Public Works  
Fleet Division**

**Utility Vehicles**

<b>Utility Vehicles</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	173	4100	017	Wages-Regular	2,567	3,767	-	-
5	173	4140	017	Employer PERA	191	256	-	-
5	173	4145	017	Employer FICA	203	275	-	-
<b>Subtotal Personnel Services</b>					<b>2,961</b>	<b>4,298</b>	-	-
<b>Materials and Supplies</b>								
5	173	4211	017	Operating Supplies	653	170	750	750
5	173	4220	017	Motor Fuels	11,741	9,893	14,500	14,500
5	173	4240	017	Repair & Maint Supplies	-	73	-	-
5	173	4241	017	Equipment Parts	2,488	7,254	4,000	5,000
5	173	4242	017	Tires & Cutting Edges	1,299	416	2,000	3,000
<b>Subtotal Materials and Supplies</b>					<b>16,180</b>	<b>17,806</b>	<b>21,250</b>	<b>23,250</b>
<b>Contractual Services</b>								
5	173	4300	017	Professional Services	-	-	500	500
5	173	4301	017	Other Contractual Service	-	-	-	-
5	173	4315	017	Mechanic Services	-	-	100	100
5	173	4324	017	License & Permits Fees	-	197	225	225
5	173	4332	017	Radio Services	-	-	100	100
<b>Subtotal Contractual Services</b>					-	<b>197</b>	<b>925</b>	<b>925</b>
<b>Capital and Other</b>								
5	173	4402	017	Repair & Maintenance Equip	-	-	5,000	5,000
5	173	4403	017	Repair & Maintenance Vehicle	179	-	5,000	5,000
<b>Subtotal Capital and Other</b>					<b>179</b>	-	<b>10,000</b>	<b>10,000</b>
<b>SUBTOTAL FOR UTILITY VEHICLES</b>					<b>19,321</b>	<b>22,301</b>	<b>32,175</b>	<b>34,175</b>

**Public Works  
Fleet Division**

**Administration Vehicles  
Contract Vehicle Work**

<b>Administration Vehicles</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	174	4100	017	Wages-Regular	70	577	-	-
5	174	4140	017	Employer PERA	5	22	-	-
5	174	4145	017	Employer FICA	5	22	-	-
5	174	4990	017	Wage Contingency	-	-	-	-
<b>Subtotal Personnel Services</b>					<b>81</b>	<b>620</b>	-	-
<b>Materials and Supplies</b>								
5	174	4220	017	Motor Fuels	2,340	1,617	2,750	2,750
5	174	4241	017	Equipment Parts	510	1,592	2,000	2,000
5	174	4242	017	Tires & Cutting Edges	-	946	500	500
<b>Subtotal Materials and Supplies</b>					<b>2,849</b>	<b>4,155</b>	<b>5,250</b>	<b>5,250</b>
<b>Contractual Services</b>								
5	174	4324	017	License & Permits Fees	-	19	150	150
5	174	4332	017	Radio Services	-	-	100	100
<b>Subtotal Contractual Services</b>					-	<b>19</b>	<b>250</b>	<b>250</b>
<b>Capital and Other</b>								
5	174	4403	017	Repair & Maintenance Vehicle	-	-	1,500	1,500
<b>Subtotal Capital and Other</b>					-	-	<b>1,500</b>	<b>1,500</b>
<b>SUBTOTAL ADMINISTRATION VEHICLES</b>					<b>2,930</b>	<b>4,795</b>	<b>7,000</b>	<b>7,000</b>

<b>Contract Vehicle Work</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	175	4100	017	Wages-Regular	8,019	7,149	-	-
5	175	4140	017	Employer PERA	466	458	-	-
5	175	4145	017	Employer FICA	636	512	-	-
5	175	4990	017	Wage Contingency	619	-	-	-
<b>Subtotal Personnel Services</b>					<b>9,740</b>	<b>8,119</b>	-	-
<b>Materials and Supplies</b>								
5	175	4220	017	Motor Fuels	2,241	1,674	4,500	4,500
5	175	4241	017	Equipment Parts	-	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>2,241</b>	<b>1,674</b>	<b>4,500</b>	<b>4,500</b>
<b>Contractual Services</b>								
5	175	4301	017	Other Contractual Services	-	-	-	-
<b>Subtotal Contractual Services</b>					-	-	-	-
<b>Capital and Other</b>								
5	175	4402	017	Repairs & Maint - Equipment	-	-	-	-
<b>Subtotal Capital and Other</b>					-	-	-	-
<b>SUBTOTAL FOR CONTRACT VEHICLE WORK</b>					<b>11,981</b>	<b>9,793</b>	<b>4,500</b>	<b>4,500</b>

<b>FLEET DIVISION SUBTOTAL</b>	<b>381,859</b>	<b>391,479</b>	<b>421,833</b>	<b>452,464</b>
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**Public Works**  
**Street Department**

Street Department Administration

<b>Street Department Administration</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	180	4100	018	Wages-Regular	150,763	136,422	424,500	443,423
5	180	4111	018	Wages-Overtime	15,136	12,078	100,000	100,000
5	180	4120	018	Wages-Temporary	-	-	45,000	45,000
5	180	4140	018	Employer PERA	11,299	10,812	39,333	39,950
5	180	4145	018	Employer FICA	11,965	10,608	43,562	44,191
5	180	4150	018	Employer Insurance	88,122	80,493	85,815	92,502
5	180	4155	018	Unemployment	3,111	7,736	-	-
<b>Subtotal Personnel Services</b>					<b>280,395</b>	<b>258,149</b>	<b>738,210</b>	<b>765,067</b>
<b>Materials and Supplies</b>								
5	180	4200	018	Office Supplies	343	307	-	-
5	180	4209	018	In House Copying	-	-	-	-
5	180	4210	018	Printing, Binding & Copying	35	28	-	-
5	180	4211	018	Operating Supplies	710	1,113	1,650	1,650
5	180	4230	018	Uniforms & Clothing	9,298	8,397	9,200	9,200
5	180	4250	018	Small Tools	215	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>10,602</b>	<b>9,845</b>	<b>10,850</b>	<b>10,850</b>
<b>Contractual Services</b>								
5	180	4300	018	Professional Services	-	-	-	-
5	180	4301	018	Contractual Services	3,601	2,670	-	-
5	180	4324	018	Licenses & Permits	-	-	-	-
5	180	4331	018	Telephone	4,936	4,370	5,000	5,000
5	180	4332	018	Radio Services	1,841	1,800	2,000	2,000
5	180	4340	018	Travel Expenses	556	-	850	850
5	180	4344	018	Books & Publications	-	-	100	100
5	180	4345	018	Dues & Subscriptions	550	541	750	750
5	180	4346	018	Meetings, Conferences, & Travel	4,584	1,596	6,100	6,100
<b>Subtotal Contractual Services</b>					<b>16,067</b>	<b>10,978</b>	<b>14,800</b>	<b>14,800</b>
<b>Capital and Other</b>								
5	180	4402	018	Repair & Maintenance Equip	597	6,400	500	500
<b>Subtotal Capital and Other</b>					<b>597</b>	<b>6,400</b>	<b>500</b>	<b>500</b>
<b>SUBTOTAL FOR STREET DEPARTMENT ADMIN</b>					<b>307,660</b>	<b>285,372</b>	<b>764,360</b>	<b>791,217</b>

**Public Works  
Street Department**

Snow and Ice Control

<b>Snow and Ice Control</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	181	4100	018	Wages-Regular	112,937	83,017	-	-
5	181	4111	018	Wages-Overtime	83,565	61,756	-	-
5	181	4120	018	Wages-Temporary	30	78	-	-
5	181	4140	018	Employer PERA	12,902	12,103	-	-
5	181	4145	018	Employer FICA	14,476	9,515	-	-
<b>Subtotal Personnel Services</b>					<b>223,910</b>	<b>166,469</b>	-	-
<b>Materials and Supplies</b>								
5	181	4211	018	Operating Supplies	622	332	600	600
5	181	4240	018	Repair & Maint Supplies	421	633	-	-
5	181	4241	018	Equipment Parts	7,881	1,011	-	-
5	181	4242	018	Tires & Cutting Edges	10,629	17,238	12,000	15,000
5	181	4243	018	Road Materials	147,828	123,558	150,000	150,000
5	181	4244	018	Landscape Materials	108	1,625	500	1,000
<b>Subtotal Materials and Supplies</b>					<b>167,490</b>	<b>144,396</b>	<b>163,100</b>	<b>166,600</b>
<b>Contractual Services</b>								
5	181	4301	018	Other Contractual Service	27,299	3,909	20,000	20,000
5	181	4346	018	Meetings, Conferences, School	611	-	-	-
<b>Subtotal Contractual Services</b>					<b>27,910</b>	<b>3,909</b>	<b>20,000</b>	<b>20,000</b>
<b>Repairs &amp; Maintenance</b>								
5	181	4414	018	Claims & Damages	3,853	458	2,000	2,000
5	181	4500	018	Rental - Equipment	-	-	2,000	2,000
<b>Subtotal Repair &amp; Maintenance</b>					<b>3,853</b>	<b>458</b>	<b>4,000</b>	<b>4,000</b>
<b>SUBTOTAL SNOW &amp; ICE CONTROL</b>					<b>423,164</b>	<b>315,232</b>	<b>187,100</b>	<b>190,600</b>

**Public Works  
Street Department**

**Blacktop Maintenance  
Street Sweeping**

<b>Blacktop Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	183	4100	018	Wages-Regular	67,018	61,140	-	-
5	183	4111	018	Wages-Overtime	717	546	-	-
5	183	4120	018	Wages-Temporary	2,295	2,431	-	-
5	183	4140	018	Employer PERA	4,986	4,726	-	-
5	183	4145	018	Employer FICA	5,196	4,826	-	-
<b>Subtotal Personnel Services</b>					<b>80,212</b>	<b>73,668</b>	-	-
<b>Materials and Supplies</b>								
5	183	4211	018	Operating Supplies	2,277	2,430	4,000	4,000
5	183	4223	018	Chemicals	341	273	1,500	1,500
5	183	4241	018	Equipment Parts	-	-	500	500
5	183	4243	018	Road Materials	53,085	41,797	40,000	45,000
5	183	4250	018	Small Tools	489	433	900	900
<b>Subtotal Materials and Supplies</b>					<b>56,191</b>	<b>44,933</b>	<b>46,900</b>	<b>51,900</b>
<b>Contractual Services</b>								
5	183	4300	018	Professional Services	-	-	10,000	10,000
5	183	4301	018	Other Contractual Service	19,392	32,130	-	-
<b>Subtotal Contractual Services</b>					<b>19,392</b>	<b>32,130</b>	<b>10,000</b>	<b>10,000</b>
<b>Capital and Other</b>								
5	183	4412	018	Curb Repair	-	1,500	10,000	-
5	183	4500	018	Rental Equipment	4,292	2,700	1,500	-
<b>Subtotal Capital and Other</b>					<b>4,292</b>	<b>4,200</b>	<b>11,500</b>	-
<b>SUBTOTAL BLACKTOP MAINTENANCE</b>					<b>160,087</b>	<b>154,931</b>	<b>68,400</b>	<b>61,900</b>
<b>Street Sweeping</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	184	4100	018	Wages-Regular	25,231	-	-	-
5	184	4111	018	Wages-Overtime	2,924	-	-	-
5	184	4120	018	Wages-Temporary	180	-	-	-
5	184	4140	018	Employer PERA	1,917	-	-	-
5	184	4145	018	Employer FICA	2,063	-	-	-
<b>Subtotal Personnel Services</b>					<b>32,316</b>	-	-	-
<b>Materials and Supplies</b>								
5	184	4241	018	Equipment Parts	7,026	-	-	-
5	184	4301	018	Other Contractual Services	963	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>7,989</b>	-	-	-
<b>SUBTOTAL FOR STREET SWEEPING</b>					<b>40,305</b>	-	-	-

**Public Works  
Street Department**

Signage and Striping

<b>Signage and Striping</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
5	186	4100	018	Wages-Regular	19,741	27,472	-	-
5	186	4111	018	Wages-Overtime	76	75	-	-
5	186	4120	018	Wages-Temporary	900	1,482	-	-
5	186	4140	018	Employer PERA	1,540	2,013	-	-
5	186	4145	018	Employer FICA	1,440	2,136	-	-
<b>Subtotal Personnel Services</b>					<b>23,697</b>	<b>33,178</b>	-	-
<b>Materials and Supplies</b>								
5	186	4211	018	Operating Supplies	1,161	1,420	1,000	1,000
5	186	4245	018	Signs & Striping Material	5,111	12,282	10,000	12,000
5	186	4250	018	Small Tools	-	40	200	200
<b>Subtotal Materials and Supplies</b>					<b>6,272</b>	<b>13,742</b>	<b>11,200</b>	<b>13,200</b>
<b>Contractual Services</b>								
5	186	4300	018	Professional Services	-	-	20,000	20,000
5	186	4301	018	Other Contractual Service	17,031	14,005	-	-
<b>Subtotal Contractual Services</b>					<b>17,031</b>	<b>14,005</b>	<b>20,000</b>	<b>20,000</b>
<b>Rental and Other</b>								
5	186	4500	018	Rental Equipment	-	-	-	-
<b>Subtotal Rental and Other</b>					-	-	-	-
<b>SUBTOTAL SIGNAGE &amp; STRIPING</b>					<b>47,000</b>	<b>60,925</b>	<b>31,200</b>	<b>33,200</b>

# Public Works

## Street Department

Street Department, Other  
Overlays & Sealcoating

Street Department, Other					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	188	4100	018	Wages-Regular	7,489	2,929	-	-
5	188	4111	018	Wages-Overtime	45	1,140	-	-
5	188	4120	018	Wages-Temporary	945	26	-	-
5	188	4140	018	Employer PERA	733	273	-	-
5	188	4145	018	Employer FICA	755	304	-	-
<b>Subtotal Personnel Services</b>					<b>9,967</b>	<b>4,671</b>	-	-
<b>Materials and Supplies</b>								
5	188	4211	018	Operating Supplies	212	-	500	500
5	188	4240	018	Repair & Maintenance Supplies	-	-	-	-
5	188	4245	018	Signs & Striping Material	-	-	-	-
<b>Subtotal Materials and Supplies</b>					<b>212</b>	-	<b>500</b>	<b>500</b>
<b>Contractual Services</b>								
5	188	4384	018	Trash Removal	-	-	-	-
<b>Subtotal Contractual Services</b>					-	-	-	-
<b>Capital and Other</b>								
5	188	4500	018	Rental Equipment	-	-	500	500
<b>Subtotal Capital and Other</b>					-	-	<b>500</b>	<b>500</b>
<b>SUBTOTAL FOR STREET DEPARTMENT, OTHER</b>					<b>10,179</b>	<b>4,671</b>	<b>1,000</b>	<b>1,000</b>

Overlays & Sealcoating					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	187	4100	018	Wages-Regular	-	225	-	-
5	187	4140	018	Employer PERA	-	17	-	-
5	187	4145	018	Employer FICA	-	17	-	-
<b>Subtotal Personnel Services</b>					-	<b>259</b>	-	-
<b>Contractual Services</b>								
5	187	4300	018	Professional Services	-	-	5,000	5,000
5	187	4301	018	Other Contractual	100	-	-	-
<b>Subtotal Contractual Services</b>					<b>100</b>	-	<b>5,000</b>	<b>5,000</b>
<b>Capital and Other</b>								
5	187	4412	018	Curb Repair	-	-	1,000	1,000
5	187	4500	018	Rentals	-	5,400	-	-
<b>Subtotal Capital and Other</b>					-	<b>5,400</b>	<b>1,000</b>	<b>1,000</b>
<b>SUBTOTAL FOR OVERLAYS &amp; SEALCOATING</b>					<b>100</b>	<b>5,659</b>	<b>6,000</b>	<b>6,000</b>

<b>STREET MAINTENANCE DIVISION TOTAL</b>					<b>988,496</b>	<b>826,789</b>	<b>1,058,060</b>	<b>1,083,917</b>
<b>DEPT TOTAL - PUBLIC WORKS</b>								
<b>DEPT TOTAL - PUBLIC WORKS</b>					<b>3,138,932</b>	<b>2,931,139</b>	<b>3,373,794</b>	<b>3,572,381</b>

# 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 the 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 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.

## 2022 Staffing

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

## Recreation

Recreation					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
5	190	4100	019	Wages-Regular	55,517	52,832	60,200	222,194
5	190	4111	019	Wages-Overtime	90	-	1,000	1,000
5	190	4120	019	Wages-Temporary	156	-	-	-
5	190	4140	019	Employer PERA	4,136	3,908	4,590	16,740
5	190	4145	019	Employer FICA	4,240	3,890	4,680	17,074
5	190	4150	019	Employer Insurance	30,318	33,546	40,000	40,098
<b>Subtotal</b>					<b>94,456</b>	<b>94,176</b>	<b>110,470</b>	<b>297,105</b>
<b>Materials and Supplies</b>								
5	190	4200	019	Office Supplies	1,537	278	-	-
5	190	4209	019	In House Copying	2,080	1,625	-	-
5	190	4210	019	Printing, Binding & Copying	-	-	-	-
5	190	4211	019	Operating Supplies	2,320	481	9,300	10,700
5	190	4299	019	Other Materials & Supplies	5,406	2,114	-	-
<b>Subtotal</b>					<b>11,343</b>	<b>4,498</b>	<b>9,300</b>	<b>10,700</b>
<b>Contractual Services</b>								
5	190	4300	019	Professional Services	-	-	2,700	2,700
5	190	4301	019	Other Contractual Svcs	1,620	1,620	-	-
5	190	4324	019	Licenses & Permits	-	19	-	-
5	190	4331	019	Telephone	1,400	1,025	1,350	1,400
5	190	4340	019	Travel Expenses	1,524	1,078	-	-
5	190	4344	019	Books & Publications	100	523	200	200
5	190	4345	019	Dues & Subscriptions	1,490	1,086	1,500	1,500
5	190	4346	019	Meetings, Conferences, & Travel	244	-	2,100	2,100
5	190	4349	019	Revenue Generating Programs	-	-	-	8,930
5	190	4349	019	Funding Supplemented Programs	-	-	-	7,460
5	190	4349	019	Contract for Programs	-	-	-	100,475
5	190	4349	019	Swimming Lessons & Tanners Lake	-	-	-	3,100
5	190	4399	019	Commission Per Diem	-	-	1,000	1,000
<b>Subtotal</b>					<b>6,377</b>	<b>5,351</b>	<b>8,850</b>	<b>128,865</b>
<b>Capital Outlay</b>								
5	190	4702	019	Furniture and Fixtures	-	-	-	5,000
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
<b>DEPT TOTAL - RECREATION</b>					<b>112,176</b>	<b>104,025</b>	<b>128,620</b>	<b>441,670</b>

Recreation Activities			Revenue 2022	Expense 2022	2022 Projected Gain (Loss)
<b>Contract for Programs</b>					
264	041	Yoga	6,700	5,400	1,300
702	041	Wahoo! Adventures	3,000	2,250	750
720	041	Nature	65	30	35
723	041	Kid Create	665	650	15
727	041	PickleBall	460	400	60
738	041	Appraising Antiques	360	200	160
<b>Subtotal</b>			<b>11,250</b>	<b>8,930</b>	<b>2,320</b>
<b>Revenue Generating Programs</b>					
214	042	Picnic Shelters/Pavilion	18,000	-	18,000
234	042	Indoor Garage Sale	485	300	185
251	042	Sundae Bingo	1,080	900	180
262	042	Bunker Park	900	840	60
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	345	-	345
745	042	Park N Play	500	400	100
747	042	SNAP/EBT	1,000	1,000	-
<b>Subtotal</b>			<b>28,285</b>	<b>7,460</b>	<b>20,825</b>
<b>Funding Supplemented Programs</b>					
208	043	Hayride or Pumpkin Hunt	1,350	1,500	(150)
209	043	Mystery Egg Hunt	2,200	3,200	(1,000)
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)
240	043	Touch a Truck	1,000	1,000	-
266	043	Movie In The Park	-	1,000	(1,000)
269	043	Park Cleanup	-	450	(450)
280	043	Community Walk a Thon	-	5,000	(5,000)
282	043	IT's Coming	-	4,000	(4,000)
291	043	Summer Mini-Camps	8,000	21,500	(13,500)
293	043	Bandshell Concerts	-	6,750	(6,750)
295	043	Family Fun Flatables	3,000	7,400	(4,400)
297	043	Wednesday Cards	-	100	(100)
298	043	Warming Houses	-	10,000	(10,000)
741	043	Santa Fire Truck	-	375	(375)
742	043	Wellness 50	-	300	(300)
743	043	Popup Parks	-	4,000	(4,000)
<b>Subtotal</b>			<b>31,625</b>	<b>100,475</b>	<b>(68,850)</b>
<b>Swimming Lessons and Tanners Lake</b>					
226	044	Tanner's Phone	-	1,300	(1,300)
226	044	Tanner's Bathroom Watch	-	1,800	(1,800)
<b>Subtotal</b>			<b>-</b>	<b>3,100</b>	<b>(3,100)</b>
<b>Grand Total</b>			<b>71,160</b>	<b>119,965</b>	<b>(48,805)</b>

## 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 2022. 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.

<b>Ambulance Fund</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Billings	1,023,670	872,871	1,000,000	1,200,000
Supplemental Ambulance Revenue	87,227	139,395	100,000	100,000
Interest on Investments	42,923	13,264	15,000	5,000
Property Tax Levy	298,836	299,245	300,000	300,000
Transfer from Antenna Fund (if needed)	-	100,000	-	-
Transfers/Contributed Capital	-	79,235	-	-
Landfall Contract	37,092	37,760	36,400	36,400
<b>Total Revenue</b>	<b>1,489,747</b>	<b>1,541,771</b>	<b>1,451,400</b>	<b>1,641,400</b>
<b>Expenditures</b>				
Wages	1,134,837	1,098,161	1,063,650	1,200,986
Overtime	-	104,603	50,000	75,000
Employer's Share - PERA	182,301	201,439	197,110	212,574
Employer's Share - FICA	15,383	16,250	16,150	17,414
Insurance	152,161	142,891	191,430	198,636
Workers Compensation	25,092	52,252	50,000	55,000
Materials & Supplies	-	15,946	-	-
Turn Out Gear & Uniforms	26,296	20,799	6,000	11,550
Contractual Billing Services	95,408	86,220	100,000	100,000
Licenses & Permits	603	1,050	1,000	1,000
Cell Phone Reimbursements	7,200	7,200	7,200	9,900
General Liability Insurance	24,677	22,738	50,000	50,000
MNCare Tax	73,504	29,224	12,000	30,000
Capital Outlay	6,966	-	-	-
Depreciation	64,020	63,502	65,000	65,000
Bad Debt Expense	114,722	141,253	-	25,000
<b>Total Expenditures</b>	<b>1,923,170</b>	<b>2,003,528</b>	<b>1,809,540</b>	<b>2,052,061</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(433,423)</b>	<b>(461,757)</b>	<b>(358,140)</b>	<b>(410,661)</b>
<b>Net Position - January 1</b>	<b>2,217,526</b>	<b>1,784,103</b>	<b>1,322,346</b>	<b>964,206</b>
<b>Net Position - December 31</b>	<b>1,784,103</b>	<b>1,322,346</b>	<b>964,206</b>	<b>553,545</b>
<b>Cash &amp; Cash Equivalents</b>	<b>1,121,080</b>	<b>627,460</b>	<b>-</b>	<b>-</b>

## 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. The system is designed to protect property, health and safety of the Oakdale's residents and businesses. Oakdale purchases the power for street lights from Xcel Energy and the City of North St. Paul's electric utility. 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.

In the fall of 2020, 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. For 2022, Oakdale's street light utility rates are proposed to increase by 2.5% in order to account for current and anticipated operational needs. The study has also laid out a detailed plan for future rate increases in order to properly maintain the utility.

<b>Street Light Utility</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Street Lighting Utility	545,980	545,777	559,035	578,741
Interest, Misc. Revenue	25,589	17,120	5,000	2,000
Contributed Assets	-	411,690	-	-
<b>Total Revenue</b>	<b>571,568</b>	<b>974,587</b>	<b>564,035</b>	<b>580,741</b>
<b>Expenditures</b>				
General Administration	20,156	24,450	9,500	33,258
Contractual Services	472,045	500,166	532,500	549,511
Gopher State One Call	68,410	61,943	6,250	63,825
Transfers To Other Funds	-	-	75,000	338,000
<b>Total Expenditures</b>	<b>560,611</b>	<b>586,560</b>	<b>623,250</b>	<b>984,593</b>
<b>Revenue Over (Under)</b>	<b>120,912</b>	<b>388,027</b>	<b>(54,215)</b>	<b>(403,852)</b>

	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Net Position - January 1</b>	<b>5,920,733</b>	<b>6,041,645</b>	<b>6,429,673</b>	<b>6,375,458</b>
<b>Net Position - December 31</b>	<b>6,041,645</b>	<b>6,429,673</b>	<b>6,375,458</b>	<b>5,971,606</b>

<b>Cash &amp; Cash Equivalents at Year End</b>	<b>845,959</b>	<b>1,125,272</b>	-	-
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## Street Light Utility

## Revenue & Operations

Street Light Utility					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Revenue</b>								
750-4	-000-	3518	-000	Street Lighting Utility	545,980	545,777	559,035	578,741
750-4	-000-	3711	-000	Interest on Investments	25,589	17,120	5,000	2,000
750-4	-000-	3825	-000	Contributed Capital	-	411,690	-	-
<b>Total Revenue</b>					<b>571,568</b>	<b>974,587</b>	<b>564,035</b>	<b>580,741</b>
<b>Expenditures</b>								
<b>Personnel Services</b>								
750-5	-576-	4100	-600	Salaries & Wages Regular	3,182	5,183	-	5,000
750-5	-576-	4111	-600	Salaries & Wages Overtime	297	98	-	-
750-5	-576-	4120	-600	Salaries & Wages Temporary	169	-	-	-
750-5	-576-	4140	-600	Employer PERA	321	398	-	375
750-5	-576-	4145	-600	Employer FICA	271	393	-	383
<b>Total Personnel</b>					<b>4,240</b>	<b>6,072</b>	-	<b>5,758</b>
<b>Materials &amp; Supplies</b>								
750-5	-576-	4211	-600	Operating Supplies	26	55	9,500	9,500
750-5	-576-	4240	-600	Repair & Maintenance Supplies	1,189	5,395	-	5,000
750-5	-576-	4241	-600	Equipment Parts	14,701	12,928	-	13,000
<b>Total Materials &amp; Supplies</b>					<b>15,916</b>	<b>18,378</b>	<b>9,500</b>	<b>27,500</b>
<b>Contractual Services</b>								
750-5	-576-	4301	-600	Other Contractual Service	21,071	24,752	30,000	30,000
750-5	-576-	4307	-600	Charges from General Fund	39,996	39,996	50,000	50,000
750-5	-576-	4319	-600	Engineering Services	-	-	-	-
750-5	-576-	4360	-600	Public Notices	-	-	-	-
750-5	-576-	4370	-600	Insurance - General Liability	-	-	-	-
750-5	-576-	4380	-600	Electric Service	122,150	145,620	162,500	162,500
750-5	-576-	4396	-600	Signal Lights	16,430	14,088	20,000	20,000
750-5	-576-	4402	-600	Repair & Maintenance Equipment	6,845	8,700	20,000	20,000
750-5	-576-	4900	-600	Transfers to other departments	-	-	75,000	338,000
750-5	-576-	4730	-600	Depreciation	265,553	267,011	250,000	267,011
<b>Total Contractual Services</b>					<b>472,045</b>	<b>500,166</b>	<b>607,500</b>	<b>887,511</b>
<b>Total Street Light Utility</b>					<b>492,201</b>	<b>524,617</b>	<b>617,000</b>	<b>920,768</b>

## Street Light Utility

## Gopher One Call

<b>Gopher One Call</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
750-5	-577-	4100	-600	Salaries & Wages Regular	50,770	49,194	-	50,000
750-5	-577-	4111	-600	Salaries & Wages Overtime	626	622	-	-
750-5	-577-	4120	-600	Salaries & Wages Temporary	533	-	-	-
750-5	-577-	4140	-600	Employer PERA	3,880	3,678	-	3,750
750-5	-577-	4145	-600	Employer FICA	3,790	3,650	-	3,825
<b>Total Personnel</b>					<b>59,599</b>	<b>57,145</b>	-	<b>57,575</b>
<b>Materials &amp; Services</b>								
750-5	-577-	4211	-600	Operating Supplies	-	-	250	250
750-5	-577-	4303	-600	One Call Charges	4,412	4,193	6,000	6,000
750-5	-577-	4705	-600	Capital Outlay Under \$5,000	4,399	605	-	-
<b>Total Materials &amp; Services</b>					<b>8,811</b>	<b>4,798</b>	<b>6,250</b>	<b>6,250</b>
<b>Total Gopher One Call</b>					<b>68,410</b>	<b>61,943</b>	<b>6,250</b>	<b>63,825</b>
<b>Total Street Light Utility</b>					<b>560,611</b>	<b>586,560</b>	<b>623,250</b>	<b>984,593</b>
<b>Operating Income or (loss)</b>					<b>10,957</b>	<b>388,027</b>	<b>(59,215)</b>	<b>(403,852)</b>
<b>Credit for Depreciation</b>					<b>265,553</b>	<b>267,011</b>	<b>250,000</b>	<b>267,011</b>
<b>Operating Income After Credits</b>					<b>276,510</b>	<b>655,038</b>	<b>190,785</b>	<b>(136,842)</b>

# 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.

In the fall of 2020, 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. For 2022, Oakdale's Water utility rates are proposed to increase by 4.0% in order to account for current and anticipated operational needs. The study has also laid out a detailed plan for future rate increases in order to properly maintain the utility.

## **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.

In the fall of 2020, 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. For 2022, Oakdale's sewer rates are proposed to increase by 3.5% in order to account for current and anticipated operational needs. The study has also laid out a detailed plan for future rate increases in order to properly maintain the utility.

# Water and Sewer Utility Rates for 2022

<b>Residential - Billed Quarterly</b>	
Water – 4%	Base Charge \$12.80 per quarter Usage \$2.10 per 1,000 gallons for the first 25,000 gallons per quarter Usage \$2.34 per 1,000 gallons for the next 25,000 to 50,000 gallons per quarter Usage \$2.50 per 1,000 gallons for greater than 50,000 gallons used per quarter
Sewer – 3.5%	Base Charge \$22.28 per quarter Usage \$4.02 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 – 2.5%	\$15.77 per single family unit per quarter \$8.49 per duplex unit per quarter \$7.43 per multiple dwelling per quarter
Storm – 10%	\$10.01 per single family unit per quarter \$9.01 per duplex unit per quarter \$8.47 per multiple dwelling per quarter
<b>Apartments - Billed Monthly</b>	
Water – 4%	Base Charge \$4.26 per month PER UNIT Usage \$2.10 per 1,000 gallons for the first 12,000 gallons per month Usage \$2.30 per 1,000 gallons for the next 12,000 to 17,000 gallons per month Usage \$2.49 per 1,000 gallons for the remaining gallons used per month
Sewer – 3.5%	Base Charge \$7.43 per month PER UNIT Usage \$4.02 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 – 2.5%	based on total lineal feet
Storm – 10%	based on total runoff
<b>Commercial - Billed Monthly</b>	
Water – 4%	Base Charge \$4.25 per month FOR EVERY 10,000 GALLONS USED Usage \$2.10 per 1,000 gallons for the first 12,000 gallons per month Usage \$2.30 per 1,000 gallons for the next 12,000 to 17,000 gallons per month Usage \$2.49 per 1,000 gallons for the next 17,000 to 22,000 gallons per month Usage \$2.84 per 1,000 gallons for the remaining gallons used per month
Sewer – 3.5%	Base Charge of \$7.43 charged for every 10,000 gals used (PER UNIT) or minimum \$7.43 if they do not use 10,000gal Usage \$4.02 per 1,000 gallons Minimum usage of 5,000 gallons per month
Street Light – 2.5%	based on total lineal feet
Storm – 10%	based on total runoff
<b>Senior Citizen's And Disabled Citizen's Discount</b>	
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 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	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Operating Revenue</b>				
Water Utility				
Customer Billings	2,271,582	2,305,264	2,463,895	2,600,747
Permits	4,448	-	7,500	7,500
Water Meter Sales	3,680	8,248	8,500	8,500
MN State Connect Fee	55,504	85,215	84,950	84,950
Total Water Operating Revenue	2,335,214	2,398,727	2,564,845	2,701,697
Sewer Utility				
Customer Billings	4,015,582	3,911,316	4,116,532	4,311,640
Total Sewer Operating Revenue	4,015,582	3,911,316	4,116,532	4,311,640
Non-Operating Revenue				
Water	1,821,629	257,447	60,000	199,500
Sewer	218,936	582,155	60,000	30,000
<b>Total Revenue</b>	<b>8,391,361</b>	<b>7,149,645</b>	<b>6,801,377</b>	<b>7,242,837</b>
<b>Operating Expenses</b>				
Water Utility				
Water Administration	1,107,205	1,115,296	1,607,700	1,519,014
Tower Maintenance	23,362	8,075	21,100	21,100
Well Maintenance	286,395	312,332	251,500	251,500
Distribution System	506,691	593,380	296,250	296,250
Meter Maintenance	84,126	103,416	47,500	47,500
Filtration System	53,361	49,314	20,500	190,000
Conservation	1,929	2,455	-	10,000
Transfers	400,000	400,000	400,000	450,000
Depreciation	659,486	681,727	660,000	681,727
Total Water Operating Expenses	3,122,554	3,265,995	3,304,550	3,467,091
Sewer Utility				
Sewer Administration	1,033,145	1,023,344	1,489,500	1,423,614
MCES Charges	2,283,251	2,328,014	2,374,574	2,391,509
Lift Station Maintenance	227,922	251,620	157,500	157,500
Collection System Maintenance	55,412	49,305	35,000	35,000
Transfers	400,000	400,000	400,000	450,000
Depreciation	508,732	484,715	550,000	484,715
Total Sewer Operating Expenses	4,508,463	4,536,999	5,006,574	4,942,338
<b>Total Expenses</b>	<b>7,631,016</b>	<b>7,802,993</b>	<b>8,311,124</b>	<b>8,409,429</b>
<b>Total Over (Under)</b>	<b>760,344</b>	<b>(653,349)</b>	<b>(1,509,747)</b>	<b>(1,166,592)</b>

Water Utility	
Net Position - January 1, 2020	18,360,598
Net Position - December 31, 2020	17,794,704
Cash & Cash Equivalents	6,156,694

Sewer Utility	
Net Position - January 1, 2020	13,350,112
Net Position - December 31, 2020	12,749,414
Cash & Cash Equivalents	3,288,270

<b>Water Administration</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel</b>								
700	5	500	4100	Wages-Regular	71,004	81,556	425,000	319,513
700	5	500	4111	Wages-Overtime	-	145	50,000	50,000
700	5	500	4100	Leave Pay Various	47,002	42,929	-	-
700	5	500	4120	Wages-Temporary	26	-	7,800	7,280
700	5	500	4140	Employer PERA	8,620	8,728	23,500	23,963
700	5	500	4145	Employer FICA	8,357	8,467	24,500	25,015
700	5	500	4150	Employer Insurance	62,229	82,802	66,100	62,443
700	5	500	4154	Workmen's Compensation Ins	49,685	40,285	45,000	62,500
<b>Subtotal</b>					<b>246,923</b>	<b>264,913</b>	<b>641,900</b>	<b>550,714</b>
<b>Materials and Supplies</b>								
700	5	500	4200	Office Supplies	303	369	-	-
700	5	500	4209	In House Copying	-	-	-	-
700	5	500	4210	Printing, Binding & Copying	695	28	-	-
700	5	500	4211	Operating Supplies	2,260	4,271	5,000	5,000
700	5	500	4230	Uniforms & Clothing	5,299	4,674	6,000	6,000
700	5	500	4240	Repair & Maintenance Supp	-	-	-	-
700	5	500	4250	Small Tools	2,106	1,985	3,500	3,500
<b>Subtotal</b>					<b>10,663</b>	<b>11,327</b>	<b>14,500</b>	<b>14,500</b>
<b>Contractual Services</b>								
700	5	500	4300	Professional Services	10,930	25,217	75,000	75,000
700	5	500	4301	Other Contractual Service	44,756	42,197	-	-
700	5	500	4307	General Fund Charges	525,000	525,000	575,000	575,000
700	5	500	4319	Engineering Services	22,907	229	15,000	15,000
700	5	500	4324	License & Permits Fees	10,494	9,129	12,000	12,000
700	5	500	4330	Postage & Meter Fees	4,791	4,689	5,150	5,150
700	5	500	4331	Telephone	5,912	6,560	5,000	5,000
700	5	500	4332	Radio Services	1,841	1,800	1,500	1,500
700	5	500	4340	Travel Expenses	147	119	-	-
700	5	500	4344	Books & Publications	-	-	350	350
700	5	500	4345	Dues & Subscriptions	2,425	1,636	2,500	2,500
700	5	500	4346	Meeting, Conferences	1,224	1,202	4,350	4,350
700	5	500	4350	Advertising	-	-	-	-
700	5	500	4370	Insurance - General Liability	49,355	59,841	95,000	97,500
<b>Subtotal</b>					<b>679,782</b>	<b>677,618</b>	<b>790,850</b>	<b>793,350</b>
<b>Capital and Other</b>								
700	5	500	4402	Repair & Maintenance Equip	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	4705	Capital Outlay Under 5,000	-	1,097	-	-
700	5	500	4730	Depreciation	659,486	681,727	660,000	681,727
700	5	500	4900	Transfers	400,000	400,000	400,000	450,000
700	5	500	4950	Refunds	35,243	-	-	-
700	5	500	4996	Collected for Other Agency	55,744	85,192	84,950	84,950
700	5	500	4997	Bad Debt Expense	2,823	149	-	-
<b>Subtotal</b>					<b>1,229,322</b>	<b>1,243,165</b>	<b>1,220,450</b>	<b>1,292,177</b>
<b>Total for Water Department Admin</b>					<b>2,166,690</b>	<b>2,197,023</b>	<b>2,667,700</b>	<b>2,650,741</b>

## Water and Sewer Utility

## Tower Maintenance

<b>Tower Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
700	5	502	4100	Wages-Regular	851	1,997	-	-
700	5	502	4111	Wages-Overtime	-	1,121	-	-
700	5	502	4140	Employer PERA	115	235	-	-
700	5	502	4145	Employer FICA	73	227	-	-
<b>Subtotal</b>					<b>1,039</b>	<b>3,580</b>	-	-
<b>Materials and Supplies</b>								
700	5	502	4240	Repair & Maintenance Supp	-	-	500	500
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>500</b>	<b>500</b>
<b>Contractual Services</b>								
700	5	502	4300	Professional Services	-	-	3,600	3,600
700	5	502	4301	Other Contractual Services	-	-	-	-
700	5	502	4380	Electric Service	1,436	1,490	2,000	2,000
<b>Subtotal</b>					<b>1,436</b>	<b>1,490</b>	<b>5,600</b>	<b>5,600</b>
<b>Capital and Other</b>								
700	5	502	4400	Repairs & Maintenance	20,887	3,005	15,000	15,000
<b>Subtotal</b>					<b>20,887</b>	<b>3,005</b>	<b>15,000</b>	<b>15,000</b>
<b>Total for Tower Maintenance</b>					<b>23,362</b>	<b>8,075</b>	<b>21,100</b>	<b>21,100</b>

## Water and Sewer Utility

## Well Maintenance

Well Maintenance					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
700	5	510	4100	Wages-Regular	45,059	49,966	-	-
700	5	510	4111	Wages-Overtime	535	1,271	-	-
700	5	510	4120	Wages-Temporary	-	-	-	-
700	5	510	4140	Employer PERA	3,958	4,516	-	-
700	5	510	4145	Employer FICA	3,820	4,377	-	-
700	5	510	4168	Standby Pay	7,721	7,645	-	-
<b>Subtotal</b>					<b>61,093</b>	<b>67,774</b>	-	-
<b>Materials and Supplies</b>								
700	5	510	4211	Operating Supplies	57	26	1,000	1,000
700	5	510	4240	Repair & Maintenance Supp	56	-	-	-
700	5	510	4241	Equipment Parts	3,507	2,087	10,000	10,000
700	5	510	4250	Small Tools	-	315	500	500
<b>Subtotal</b>					<b>3,621</b>	<b>2,428</b>	<b>11,500</b>	<b>11,500</b>
<b>Contractual Services</b>								
700	5	510	4301	Other Contractual Services	-	-	-	-
700	5	510	4380	Electric Service	179,315	181,360	200,000	200,000
<b>Subtotal</b>					<b>179,315</b>	<b>181,360</b>	<b>200,000</b>	<b>200,000</b>
<b>Capital and Other</b>								
700	5	510	4401	Repair & Maintenance Bldg	5,004	8,299	5,000	5,000
700	5	510	4402	Repair & Maintenance Equip	37,362	52,471	35,000	35,000
<b>Subtotal</b>					<b>42,366</b>	<b>60,770</b>	<b>40,000</b>	<b>40,000</b>
<b>Total for Well Maintenance</b>					<b>286,395</b>	<b>312,332</b>	<b>251,500</b>	<b>251,500</b>

# Water and Sewer Utility

# Distribution System

Distribution System					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
700	5	521	4100	Wages-Regular	134,177	104,927	-	-
700	5	521	4111	Wages-Overtime	17,061	17,398	-	-
700	5	521	4120	Wages-Temporary	-	299	-	-
700	5	521	4121	Wages-Temp OT	-	-	-	-
700	5	521	4140	Employer PERA	12,002	9,445	-	-
700	5	521	4145	Employer FICA	12,157	9,282	-	-
700	5	521	4168	Standby Pay	7,721	7,644	-	-
<b>Subtotal</b>					<b>137,305</b>	<b>183,118</b>	-	-
<b>Materials and Supplies</b>								
700	5	521	4223	Chemicals	15,801	17,013	25,000	25,000
700	5	521	4240	Repair & Maintenance Supp	32,682	42,751	34,000	34,000
700	5	521	4241	Equipment Parts	-	193	-	-
700	5	521	4243	Road Materials	15,908	13,134	12,500	12,500
700	5	521	4244	Landscape Materials	425	294	1,000	1,000
700	5	521	4250	Small Tools	80	230	750	750
<b>Subtotal</b>					<b>64,896</b>	<b>73,614</b>	<b>73,250</b>	<b>73,250</b>
<b>Contractual Services</b>								
700	5	521	4300	Professional Services	29,760	7,244	200,000	200,000
700	5	521	4301	Other Contractual Services	194,223	357,045	-	-
<b>Subtotal</b>					<b>223,983</b>	<b>364,289</b>	<b>200,000</b>	<b>200,000</b>
<b>Capital and Other</b>								
700	5	521	4400	Repair & Maintenance	19,865	3,475	6,500	6,500
700	5	521	4402	Repair & Maintenance Equip	2,981	2,910	3,000	3,000
700	5	521	4412	Curb Repair	11,150	97	11,500	11,500
700	5	521	4500	Rental Equipment	-	-	2,000	2,000
700	5	521	4705	Capital Outlay	699	-	-	-
<b>Subtotal</b>					<b>34,695</b>	<b>6,482</b>	<b>23,000</b>	<b>23,000</b>
<b>Total for Distribution System Main</b>					<b>506,691</b>	<b>593,380</b>	<b>296,250</b>	<b>296,250</b>

## Water and Sewer Utility

## Meter Maintenance

<b>Meter Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
700	5	523	4100	Wages-Regular	47,532	46,262	-	-
700	5	523	4111	Wages-Overtime	425	511	-	-
700	5	523	4115	Wages-Part Time	-	-	-	-
700	5	523	4120	Wages-Temporary	39	-	-	-
700	5	523	4140	Employer PERA	4,213	3,972	-	-
700	5	523	4145	Employer FICA	3,948	3,683	-	-
700	5	523	4162	Holiday Pay	-	-	-	-
700	5	523	4168	Standby Pay	7,721	7,644	-	-
<b>Subtotal</b>					<b>63,878</b>	<b>62,071</b>	-	-
<b>Materials and Supplies</b>								
700	5	523	4240	Repair & Maintenance Supp	164	-	2,500	2,500
700	5	523	4250	Small Tools	-	-	-	-
700	5	523	4298	Water Meters	4,870	25,991	17,500	17,500
<b>Subtotal</b>					<b>5,034</b>	<b>25,991</b>	<b>20,000</b>	<b>20,000</b>
<b>Contractual Services</b>								
700	5	523	4300	Professional Services	705	9,250	26,500	26,500
700	5	523	4301	Other Contractual Services	11,509	2,554	-	-
<b>Subtotal</b>					<b>12,213</b>	<b>11,804</b>	<b>26,500</b>	<b>26,500</b>
<b>Capital and Other</b>								
700	5	523	4402	Repair & Maintenance Equip	-	-	1,000	1,000
700	5	523	4705	Capital Outlay	3,000	3,550	-	-
<b>Subtotal</b>					<b>3,000</b>	<b>3,550</b>	<b>1,000</b>	<b>1,000</b>
<b>Total for Meter Maintenance</b>					<b>84,126</b>	<b>103,416</b>	<b>47,500</b>	<b>47,500</b>

## Water and Sewer Utility

## Filtration System & Conservation and Other

Filtration System					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
700	5	525	4100	Wages-Regular	14,398	12,887	-	-
700	5	525	4111	Wages-Overtime	1,418	764	-	-
700	5	525	4120	Wages-Temporary	-	-	-	-
700	5	525	4140	Employer PERA	1,702	1,561	-	-
700	5	525	4145	Employer FICA	1,714	1,561	-	-
700	5	525	4168	Standby Pay	7,721	7,644	-	-
<b>Subtotal</b>					<b>26,953</b>	<b>24,418</b>	-	-
<b>Materials and Supplies</b>								
700	5	525	4211	Operating Supplies	2,267	1,606	2,500	163,750
<b>Subtotal</b>					<b>2,267</b>	<b>1,606</b>	<b>2,500</b>	<b>163,750</b>
<b>Contractual Services</b>								
700	5	525	4300	Professional Services	-	290	5,000	7,500
700	5	525	4301	Other Contractual Services	4,517	6,985	-	-
700	5	525	4331	Telephone	468	470	500	-
700	5	525	4380	Electric Service	7,316	7,679	7,500	11,250
<b>Subtotal</b>					<b>12,301</b>	<b>15,424</b>	<b>13,000</b>	<b>18,750</b>
<b>Capital and Other</b>								
700	5	525	4402	Repair and Maintenance - Equip	11,839	7,678	5,000	7,500
700	5	525	4540	Rental - Other	-	189	-	-
<b>Subtotal</b>					<b>11,839</b>	<b>7,867</b>	<b>5,000</b>	<b>7,500</b>
<b>Total Filtration</b>					<b>53,361</b>	<b>49,314</b>	<b>20,500</b>	<b>190,000</b>

Conservation & Other					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
700	5	533	4100	Wages-Regular	1,054	577	-	-
700	5	533	4111	Wages-Overtime	624	1,570	-	-
700	5	533	4120	Wages-Temporary	-	-	-	-
700	5	533	4140	Employer PERA	123	154	-	-
700	5	533	4145	Employer FICA	128	154	-	-
<b>Subtotal</b>					<b>1,929</b>	<b>2,455</b>	-	-
<b>Materials and Supplies</b>								
700	5	533	4211	Conservation Mat. & Sup.	-	-	-	10,000
<b>Subtotal</b>					<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total for Utility Department, Other</b>					<b>1,929</b>	<b>2,455</b>	-	<b>10,000</b>
<b>Total Water Division</b>					<b>3,122,554</b>	<b>3,265,995</b>	<b>3,304,550</b>	<b>3,467,091</b>

<b>Sewer Administration</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
725	5	550	4100	Wages-Regular	71,137	81,520	425,000	319,513
725	5	550	4100	Leave Time	45,077	41,276	-	-
725	5	550	4111	Wages-Overtime	241		15,000	50,000
725	5	550	4115	Wages-Part Time	-		-	7,280
725	5	550	4140	Employer PERA		146		-
725	5	550	4145	Employer FICA	8,540	8,375	23,500	23,963
725	5	550	4150	Employer Insurance	8,260	8,270	24,500	25,015
725	5	550	4154	Workmen's Compensation In	62,229	82,657	66,100	62,443
<b>Subtotal</b>					<b>245,169</b>	<b>262,529</b>	<b>616,600</b>	<b>550,714</b>
<b>Materials and Supplies</b>								
725	5	550	4200	Office Supplies	303	369	-	-
725	5	550	4209	In House Copying	-	-	-	-
725	5	550	4210	Printing, Binding & Copying	310	28	-	-
725	5	550	4211	Operating Supplies	1,928	3,162	4,000	4,000
725	5	550	4230	Uniforms & Clothing	5,301	4,627	6,000	6,000
725	5	550	4240	Repair & Maintenance Supp	-		-	-
725	5	550	4250	Small Tools	2,008	2,372	32,500	32,500
<b>Subtotal</b>					<b>9,849</b>	<b>10,558</b>	<b>42,500</b>	<b>42,500</b>
<b>Contractual Services</b>								
725	5	550	4300	Professional Services	10,500	25,000	60,000	60,000
725	5	550	4301	Other Contractual Service	50,212	47,685	-	-
725	5	550	4307	Charges from General Fund	525,000	525,000	575,000	575,000
725	5	550	4324	License & Permits Fees	-		-	-
725	5	550	4330	Postage & Meter Fees	4,618	4,245	5,000	5,000
725	5	550	4331	Telephone	5,912	6,917	5,000	5,000
725	5	550	4332	Radio Services	1,841	1,800	2,000	2,000
725	5	550	4340	Travel Expenses	187	28	-	-
725	5	550	4344	Books & Publications	-		500	500
725	5	550	4345	Dues & Subscriptions	450	1,419	900	900
725	5	550	4346	Meeting, Conferences & Schooling	1,491	1,342	4,500	4,500
725	5	550	4350	Advertising	-	49	-	-
725	5	550	4360	Legal & Public Notices/Ad	-	-	-	-
725	5	550	4370	Insurance - General Liability	49,355	60,676	97,500	97,500
725	5	550	4390	MWCC Sewer Charges	2,283,251	2,328,014	2,374,574	2,391,509
<b>Subtotal</b>					<b>2,932,816</b>	<b>3,002,174</b>	<b>3,124,974</b>	<b>3,141,909</b>
<b>Capital and Other</b>								
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	1,097	5,000	5,000
725	5	550	4730	Depreciation	508,732	484,715	550,000	484,715
725	5	550	4900	Transfers	400,000	400,000	400,000	450,000
725	5	550	4950	Refunds	52,535		-	-
<b>Subtotal</b>					<b>1,037,293</b>	<b>960,811</b>	<b>1,030,000</b>	<b>1,014,715</b>
<b>Total for Sewer Department Admin</b>					<b>4,225,128</b>	<b>4,236,073</b>	<b>4,814,074</b>	<b>4,749,838</b>

## Water and Sewer Utility

## Lift Station Maintenance

Maintenance Lift Stations					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
725	5	552	4100	Wages-Regular	49,738	52,327	-	-
725	5	552	4111	Wages-Overtime	5,601	3,539	-	-
725	5	552	4120	Wages-Temporary	559	-	-	-
725	5	552	4140	Employer PERA	4,683	4,583	-	-
725	5	552	4145	Employer FICA	4,553	4,632	-	-
725	5	552	4168	Standby Pay	7,721	7,644	-	-
<b>Subtotal</b>					<b>72,856</b>	<b>72,726</b>	-	-
<b>Materials and Supplies</b>								
725	5	552	4240	Repair & Maintenance Supp	39,346	55,424	40,000	40,000
725	5	552	4250	Small Tools	-	315	-	-
<b>Subtotal</b>					<b>39,346</b>	<b>55,738</b>	<b>40,000</b>	<b>40,000</b>
<b>Contractual Services</b>								
725	5	552	4301	Other Contractual Service	-	-	2,500	2,500
725	5	552	4380	Electric Service	59,387	55,614	65,000	65,000
<b>Subtotal</b>					<b>59,387</b>	<b>55,614</b>	<b>67,500</b>	<b>67,500</b>
<b>Capital and Other</b>								
725	5	552	4400	Repairs & Maintenances	40,989	47,660	35,000	35,000
725	5	552	4402	Repair & Maintenance Equip	-	19,882	-	-
725	5	552	4700	Capital Outlay Other	15,345	-	15,000	15,000
<b>Subtotal</b>					<b>56,334</b>	<b>67,542</b>	<b>50,000</b>	<b>50,000</b>
<b>Lift Station Maintenance</b>					<b>227,922</b>	<b>251,620</b>	<b>157,500</b>	<b>157,500</b>

## Water and Sewer Utility

## Collection System Maintenance

Collection System Maintenance					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
725	5	573	4100	Wages-Regular	31,224	36,292	-	-
725	5	573	4111	Wages-Overtime	4,172	933	-	-
725	5	573	4120	Wages-Temporary	2,665	-	-	-
725	5	573	4140	Employer PERA	2,618	2,743	-	-
725	5	573	4145	Employer FICA	2,856	2,706	-	-
<b>Subtotal</b>					<b>43,536</b>	<b>42,674</b>	-	-
<b>Materials and Supplies</b>								
725	5	573	4240	Repair & Maintenance Supp	2,354	6,631	5,000	5,000
725	5	573	4241	Equipment Parts	1,303	-	-	-
<b>Subtotal</b>					<b>3,657</b>	<b>6,631</b>	<b>5,000</b>	<b>5,000</b>
<b>Contractual Services</b>								
725	5	573	4300	Professional Services	-	-	20,000	20,000
725	5	573	4301	Other Contractual Service	-	-	-	-
<b>Subtotal</b>					-	-	<b>20,000</b>	<b>20,000</b>
<b>Capital and Other</b>								
725	5	573	4400	Repairs & Maintenances	8,099	-	10,000	10,000
725	5	573	4402	Repair & Maintenance Equipment	121	-	-	-
<b>Subtotal</b>					<b>8,220</b>	-	<b>10,000</b>	<b>10,000</b>
<b>Total for Collection System Maintenance</b>					<b>55,412</b>	<b>49,305</b>	<b>35,000</b>	<b>35,000</b>
<b>Total Sewer Division</b>					<b>4,508,463</b>	<b>4,536,999</b>	<b>5,006,574</b>	<b>4,942,338</b>

## 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 \$30,000 towards Park Capital Improvements including resurfacing the Walton Skate Park, Guthrie Park re-roofing, and rewiring the electrical service to Walton Park ballfields 5-8. A fund balance of approximately \$131,000 is projected for the end of 2021.

<b>Charitable Gambling</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Fees for Gaming	52,307	62,586	32,000	37,500
Interest On Investments	3,397	2,093	1,000	300
<b>Total Revenue</b>	<b>55,704</b>	<b>64,679</b>	<b>33,000</b>	<b>37,800</b>
<b>Expenditures</b>				
Transfer to Summerfest (Fireworks)	7,500	7,500	7,500	7,500
Transfer to Recreation Fund	25,000	25,000	30,000	-
Transfer to Park Capital Fund	-	-	-	30,000
<b>Total Expenditures</b>	<b>32,500</b>	<b>32,500</b>	<b>37,500</b>	<b>37,500</b>
<b>Revenue Over (Under) Expenditures</b>	<b>23,204</b>	<b>32,179</b>	<b>(4,500)</b>	<b>300</b>
	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Beginning Fund Balance</b>	<b>79,911</b>	<b>103,115</b>	<b>135,294</b>	<b>130,794</b>
<b>Ending Fund Balance</b>	<b>103,115</b>	<b>135,294</b>	<b>130,794</b>	<b>131,094</b>

## Communications & Broadcasting

Prior to the 2022 budget, this fund accounted for franchise fees received from the Ramsey-Suburban Cable Commission and for rent from antennas located on city water towers. The cable franchise fees were used to cover costs associated with broadcasting community meetings and events. Additionally, cable fees were used to pay for broadcast equipment and a portion of contract IT services provided by the City of Roseville.

With the consolidation of several wireless communication companies, along with declining cable television subscriptions, annual operations have been supplemented by the use of existing fund balance. For the 2022 budget, these operations have been included in the General Fund along with a transfer of \$115,400.

<b>Communications &amp; Broadcasting</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Cable Franchise Fees	249,555	208,860	200,000	-
Interest on Investments	26,418	12,081	10,000	-
Antenna Current Fees	309,144	309,493	300,000	-
Transfers/Other	3,904	1,920	4,500	-
<b>Total Revenue</b>	<b>589,021</b>	<b>532,353</b>	<b>514,500</b>	<b>-</b>
<b>Expenditures</b>				
Operating Supplies	-	9,771	1,000	-
Program Filming/Cable Casting	2,120	1,900	4,500	-
Annual Fiber Maint. North St. Paul	8,794	4,268	4,025	-
Communications Systems Planning	-	-	-	-
Transfer - General Fund	250,000	250,000	300,000	-
Transfer - Recreation Activities	150,000	150,000	180,000	-
Community Survey	-	17,100	-	-
Metro INET Contract	90,000	100,000	100,000	-
Transfer - Ambulance Fund	-	100,000	-	-
Transfer - Capital Buildings	-	-	-	-
Transfer - Summerfest	-	5,000	5,000	-
Transfer - Parks CIP	50,000	50,000	50,000	-
Transfer - General Fund	-	-	-	115,400
Capital Equipment/Other	888	-	-	-
<b>Total Expenditures</b>	<b>551,802</b>	<b>688,039</b>	<b>644,525</b>	<b>115,400</b>
<b>Revenue Over (Under) Expenditures</b>	<b>37,219</b>	<b>(155,686)</b>	<b>(130,025)</b>	<b>(115,400)</b>

	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Beginning Fund Balance</b>	<b>378,367</b>	<b>415,586</b>	<b>259,900</b>	<b>129,875</b>
<b>Ending Fund Balance</b>	<b>415,586</b>	<b>259,900</b>	<b>129,875</b>	<b>14,475</b>

# 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 there has not been a steady source of revenue to this fund for many years. In 2022, the funding is provided by a levy of \$79,500.

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	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Revenue</b>				
Property Tax Levy	-	-	-	79,500
GF Transfer	-	-	79,500	-
Special Assessments	12,280	12,896	-	-
Interest On Investments	3,444	1,895	1,000	300
<b>Total Revenue</b>	<b>15,724</b>	<b>14,792</b>	<b>80,500</b>	<b>79,800</b>
<b>Expenditures</b>				
Business Loans	-	-	25,000	-
Housing Improvement Area Loans	-	-	25,000	-
Loan Service Fees	1,827	200	2,000	2,000
Bad Debt Write Off	15,000	-	-	-
Small Area Planning	-	-	100,000	-
Willowbrooke Park Planning	-	-	50,000	-
Special Projects	-	-	25,000	-
Pre-Development	-	1,642	39,500	-
<b>Total Expenditures</b>	<b>16,827</b>	<b>1,842</b>	<b>266,500</b>	<b>2,000</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(1,103)</b>	<b>12,950</b>	<b>(186,000)</b>	<b>77,800</b>
Beginning Fund Balance	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Beginning Fund Balance</b>	<b>296,806</b>	<b>295,703</b>	<b>304,699</b>	<b>118,699</b>
<b>Ending Fund Balance</b>	<b>295,703</b>	<b>304,699</b>	<b>118,699</b>	<b>196,499</b>

# 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.

The 2022 budget includes the implementation of body worn cameras for all licensed officers.

Forfeit Proceeds and Restitution Services	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Revenue</b>				
Forfeitures	94,380	38,799	-	-
Refunds & Reimbursements	-	3,250	-	-
Grants / Intergovernment	-	1,594	-	-
Interest Income / Other	9,463	3,988	1,000	500
Sale of Goods / Transfers	-	-	-	-
<b>Total Revenue</b>	<b>103,843</b>	<b>47,631</b>	<b>1,000</b>	<b>500</b>
<b>Expenditures</b>				
Tactical Equipment/Vehicles	-	131,829	-	27,660
Body Worn Camera Implementation	-	-	-	100,000
Training	7,280	7,605	-	-
Employee Recognition	-	-	-	-
Miscellaneous	4,623	21,859	-	-
<b>Total Expenditures</b>	<b>11,903</b>	<b>161,293</b>	<b>-</b>	<b>127,660</b>
<b>Revenue Over (Under) Expenditures</b>	<b>91,940</b>	<b>(113,662)</b>	<b>1,000</b>	<b>(127,160)</b>

	2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Beginning Fund Balance</b>	<b>194,816</b>	<b>286,757</b>	<b>173,095</b>	<b>174,095</b>
<b>Ending Fund Balance</b>	<b>286,757</b>	<b>173,095</b>	<b>174,095</b>	<b>46,935</b>

## Neighborhood & Strategic Initiatives Fund

The Neighborhood & Strategic Initiatives Fund 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.

<b>Neighborhood and Strategic Initiatives</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
General Fund Transfer	-	24,847	15,000	-
Transfer State Loan Money	-	-	-	-
Interest On Investments	1,378	804	500	100
<b>Total Revenue</b>	<b>1,378</b>	<b>25,651</b>	<b>15,500</b>	<b>100</b>
<b>Expenditures</b>				
Consulting Fees	1,970	-	-	-
Neighborhood Improvement	-	-	25,000	-
<b>Total Expenditures</b>	<b>1,970</b>	<b>-</b>	<b>25,000</b>	<b>-</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(592)</b>	<b>25,651</b>	<b>(9,500)</b>	<b>100</b>
	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Beginning Fund Balance</b>	<b>39,772</b>	<b>39,180</b>	<b>64,831</b>	<b>55,331</b>
<b>Ending Fund Balance</b>	<b>39,180</b>	<b>64,831</b>	<b>55,331</b>	<b>55,431</b>

## Recreation Activities

Prior to the 2022 budget, this fund accounted 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.

The funding from the Recreation Activities Fund has predominantly been transfers from the Charitable Gambling Fund, which is being consolidated into the General Fund in 2022. In order to provide the external funding necessary to maintain recreation programming, this activity is also being consolidated into the General Fund for 2022.

<b>Recreation Activities</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Administration	175,000	177,000	225,000	-
Contract for Programs	14,745	4,539	13,960	-
Revenue Generating Programs	33,890	16,290	31,170	-
Funding Supplemented Programs	32,115	2,731	30,525	-
Swimming Lessons and Tanners Lake	14,153	16,170	-	-
<b>Total Revenue</b>	<b>269,903</b>	<b>216,729</b>	<b>300,655</b>	-
<b>Expenditures</b>				
Administration	158,926	167,973	175,565	-
Contract for Programs	9,968	3,138	11,380	-
Revenue Generating Programs	10,325	4,960	11,332	-
Funding Supplemented Programs	80,489	23,086	96,200	-
Swimming Lessons and Tanners Lake	23,825	13,161	3,100	-
<b>Total Expenditures</b>	<b>283,533</b>	<b>212,317</b>	<b>297,577</b>	-
<b>Revenue Over (Under) Expenditures</b>	<b>(13,630)</b>	<b>4,412</b>	<b>3,078</b>	-
	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Beginning Fund Balance</b>	<b>15,903</b>	<b>2,273</b>	<b>6,685</b>	<b>9,763</b>
<b>Ending Fund Balance</b>	<b>2,273</b>	<b>6,685</b>	<b>9,763</b>	<b>9,763</b>

## Summerfest

This fund was established to account for the annual Summerfest celebration. The revenues are generated from activity fees, donations, and interest on fund, and expenses are primarily related to entertainment including bands, the parade, petting zoo, concessions, etc. Additionally, small transfers from the Charitable Gambling and Communications Funds have been utilized for additional revenues to this fund. Historically the goal has been for this fund to break even, but this event has not generated any net revenue since 2012.

<b>Summerfest</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Property Taxes	-	-	-	7,500
Activity Fees	20,094	-	-	14,100
Contributions, Donations, Rents	5,375	-	-	22,500
Other Interest / Misc.	150	-	-	-
Transfer from Charitable Gambling Fund	7,500	7,500	7,500	-
Transfer from Communications Fund	-	5,000	5,000	-
<b>Total Revenue</b>	<b>33,119</b>	<b>12,500</b>	<b>12,500</b>	<b>44,100</b>
<b>Expenditures</b>				
Professional / Admin / Other	-	13	-	-
Overtime Wages Public Works & Police	-	-	-	-
Regular Wages Public Works & Police	-	-	-	-
Material Supplies & Contract Services	-	-	-	7,500
Fireworks	8,250	-	-	7,500
Activity Expenditure	34,602	-	-	15,000
<b>Total Expenditures</b>	<b>42,852</b>	<b>13</b>	<b>-</b>	<b>30,000</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(9,733)</b>	<b>12,487</b>	<b>12,500</b>	<b>14,100</b>
<b>Beginning Fund Balance</b>	<b>3,713</b>	<b>(6,020)</b>	<b>6,467</b>	<b>18,967</b>
<b>Ending Fund Balance</b>	<b>(6,020)</b>	<b>6,467</b>	<b>18,967</b>	<b>33,067</b>

## Surface Water Management

The surface water utility fund has been in effect since 2003. The utility is projected to generate approximately \$700,000 in revenue from utility fees for 2022. 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 are 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.

<b>Surface Water Management</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Utility Fees	449,984	447,509	636,300	706,929
State Grant	9,260	70,439	-	-
Interest on Investments	26,143	1,662	10,000	5,000
Transfers In From Other Funds	-	-	-	300,000
<b>Total Revenue</b>	<b>485,387</b>	<b>519,610</b>	<b>646,300</b>	<b>1,011,929</b>
<b>Expenditures</b>				
General Administration	135,368	224,654	230,590	247,389
Street Sweeping	29,903	82,613	10,000	10,000
Maint & Drainage	107,560	87,558	43,000	43,000
Catch Basin Maintenance	42,377	23,375	24,500	24,500
Fountain Maintenance	1,411	1,468	2,500	2,500
Transfers Out to Other Funds	820,000	120,000	120,000	-
<b>Total Expenditures</b>	<b>1,136,619</b>	<b>539,669</b>	<b>430,590</b>	<b>327,389</b>
<b>Revenue Over (Under) Expenditures</b>	<b>(651,232)</b>	<b>(20,059)</b>	<b>215,710</b>	<b>684,540</b>
<b>Beginning Fund Balance</b>	<b>763,149</b>	<b>111,917</b>	<b>91,858</b>	<b>307,568</b>
<b>Ending Fund Balance</b>	<b>111,917</b>	<b>91,858</b>	<b>307,568</b>	<b>992,108</b>

## Surface Water Management Fund

## General Administration

Surface Water Management					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Revenue</b>								
206-4 000 3237 000	State Grant	9,260	-	-	-			
206-4 000 3319 000	Fees for Development	-	170	-	-			
206-4 000 3718 000	Watershed Reimbursement	-	70,439	-	-			
206-4 000 3550 300	Utility Fees	449,984	447,339	636,300	706,929			
206-4 000 3711 000	Interest & Misc.	26,143	1,662	10,000	5,000			
206-4 000 3814 000	Transfer From Street Light Fund	-	-	-	300,000			
<b>Total Revenue</b>					<b>485,386</b>	<b>519,610</b>	<b>646,300</b>	<b>1,011,929</b>
<b>Expenditures</b>								
<b>Personnel Services</b>								
206-5 800 4100 000	Wages-Regular	82,756	85,572	163,690	176,700			
206-5 800 4111 000	Wages-Overtime	5,735	4,037	5,000	5,000			
206-5 800 4120 000	Wages-Temporary	-	-	6,000	6,000			
206-5 800 4140 000	Employer PERA	7,004	7,264	12,300	13,638			
206-5 800 4145 000	Employer FICA	7,173	7,421	12,600	14,052			
206-5 800 4154 000	Workers Comp Insurance	1,505	883	-	1,000			
206-5 800 4161 000	Vacation Pay	1,319	4,519	-	-			
206-5 800 4162 000	Holiday Pay	4,090	4,349	-	-			
206-5 800 4163 000	Sick Pay	430	137	-	-			
206-5 800 4164 000	Personal Leave Pay	-	-	-	-			
<b>Total Personnel</b>					<b>110,012</b>	<b>114,182</b>	<b>199,590</b>	<b>216,389</b>
<b>Contractual Services</b>								
206-5 800 4300 000	Professional Services	-	5,257	15,000	15,000			
206-5 800 4301 000	Other Contractual Service	14,565	96,386	-	-			
206-5 800 4319 000	Engineering Services	3,694	3,700	10,500	10,500			
206-5 800 4320 000	Legal Services	-	-	-	-			
206-5 800 4331 000	Telephone	-	-	-	-			
206-5 800 4346 000	Meeting Conferences	650	650	500	500			
205-5 800 4370 000	Insurance – General Liability	4,935	4,481	5,000	5,000			
206-5 800 4605 000	Silver Lake Contribution	-	-	-	-			
<b>Total Contractual Services</b>					<b>23,844</b>	<b>110,474</b>	<b>31,000</b>	<b>31,000</b>
<b>Capital and Transfers</b>								
206-5 800 4605 000	Contributions	1,509	-	-	-			
206-5 800 4900 000	Transfers to Other Funds	820,000	120,000	120,000	-			
<b>Total Capital &amp; Transfers</b>					<b>821,509</b>	<b>120,000</b>	<b>120,000</b>	<b>-</b>
<b>Total General Administration</b>					<b>955,366</b>	<b>344,656</b>	<b>350,590</b>	<b>247,389</b>

## Surface Water Management Fund

## Street Sweeping

<b>Street Sweeping</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
206-5	801	4100	000	Wages - Regular	24,940	60,500	-	-
206-5	801	4111	000	Wages - Overtime	164	319	-	-
206-5	801	4120	000	Wages - Temporary	-	351	-	-
206-5	801	4140	000	Employer PERA	1,866	4,032	-	-
206-5	801	4145	000	Employer FICA	1,853	4,435	-	-
<b>Total Personnel</b>					<b>28,823</b>	<b>69,636</b>	-	-
<b>Supplies &amp; Contractual Services</b>								
206-5	801	4211	000	Operating Supplies	-	936	10,000	10,000
206-5	801	4240	000	Repair & Maint Supplies	-	9,902	-	-
206-5	801	4250	000	Small Tools	-	408	-	-
206-5	801	4299	000	Other Materials & Supplies	317	-	-	-
<b>Total Supplies &amp; Contractual</b>					<b>317</b>	<b>11,246</b>	<b>10,000</b>	<b>10,000</b>
<b>Contractual Services</b>								
206-5	801	4301	000	Other Contractual Svcs	763	1,731	-	-
<b>Total Contractual Services</b>					<b>763</b>	<b>1,731</b>	-	-
<b>Total Street Sweeping</b>					<b>29,903</b>	<b>82,613</b>	<b>10,000</b>	<b>10,000</b>

## Surface Water Management Fund

## Maintenance & Drainage Correction

Maintenance & Drainage Correction					2019 Actual	2020 Actual	2021 Adopted	2022 Proposed
<b>Personnel Services</b>								
206-5	802	4100	000	Wages - Regular	22,605	58,505	-	-
206-5	802	4111	000	Wages - Overtime	706	1,096	-	-
206-5	802	4120	000	Wages - Temporary	653	1,057	-	-
206-5	802	4140	000	Employer PERA	1,603	4,626	-	-
206-5	802	4145	000	Employer FICA	1,655	4,723	-	-
<b>Total Personnel</b>					<b>27,222</b>	<b>70,007</b>	-	-
<b>Materials &amp; Supplies</b>								
206-5	802	4211	000	Operating Supplies	2,940	6,867	3,000	3,000
206-5	802	4244	000	Landscaping Materials	-	1,682	-	-
206-5	802	4299	000	Other Materials & Supplies	-	683	-	-
<b>Total Materials &amp; Supplies</b>					<b>2,940</b>	<b>9,232</b>	<b>3,000</b>	<b>3,000</b>
<b>Contractual Services</b>								
206-5	802	4300	000	Professional Services	-	-	40,000	40,000
206-5	802	4301	000	Other Contractual Service	20,750	8,186	-	-
206-5	802	4305	000	Construction Services	56,648	-	-	-
206-5	802	4319	000	Engineering Services	-	-	-	-
206-5	802	4399	000	Other Misc	-	133	-	-
<b>Total Contractual Services</b>					<b>77,398</b>	<b>8,319</b>	<b>40,000</b>	<b>40,000</b>
<b>Capital &amp; Other</b>								
206-5	802	4500	000	Rental Equipment	-	-	-	-
206-5	802	4700	000	Capital Drainage	-	-	-	-
<b>Total Capital &amp; Other</b>					-	-	-	-
<b>Total Maintenance &amp; Drainage Correction</b>					<b>107,560</b>	<b>87,558</b>	<b>43,000</b>	<b>43,000</b>

## Surface Water Management Fund

### Catch Basin Maintenance, Fountain Maintenance & Aeration

<b>Catch Basin Maintenance</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
206-5	803	4100	000	Wages - Regular	15,625	14,919	-	-
206-5	803	4111	000	Wages - Overtime	1,921	561	-	-
206-5	803	4120	000	Wages - Temporary	401	807	-	-
206-5	803	4140	000	Employer PERA	1,419	1,150	-	-
206-5	803	4145	000	Employer FICA	1,363	1,202	-	-
<b>Total Personnel</b>					<b>20,728</b>	<b>18,639</b>	-	-
<b>Materials &amp; Supplies</b>								
206-5	803	4211	000	Operating Supplies	1,642	3,062	2,500	2,500
206-5	803	4244	000	Repair & Maint Supplies	13	-	-	-
206-5	803	4299	000	Other Materials & Supplies	145	194	-	-
<b>Total Materials &amp; Supplies</b>					<b>1,799</b>	<b>3,257</b>	<b>2,500</b>	<b>2,500</b>
<b>Contractual Services</b>								
206-5	803	4300	000	Professional Services	-	-	22,000	22,000
206-5	803	4301	000	Other Contractual Services	19,850	1,450	-	-
206-5	803	4346	000	Meetings & Conferences	-	30	-	-
<b>Total Contractual Services</b>					<b>19,850</b>	<b>1,480</b>	<b>22,000</b>	<b>22,000</b>
<b>Total Catch Basin Maintenance</b>					<b>42,377</b>	<b>23,375</b>	<b>24,500</b>	<b>24,500</b>
<b>Fountain Maintenance &amp; Aeration</b>					<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Personnel Services</b>								
206-5	804	4100	000	Wages - Regular	-	-	-	-
206-5	804	4120	000	Wages - Temporary	-	-	-	-
206-5	804	4140	000	Employer PERA	-	-	-	-
206-5	804	4145	000	Employer FICA	-	-	-	-
<b>Total Personnel</b>					-	-	-	-
<b>Materials &amp; Supplies</b>								
206-5	804	4211	000	Operating Supplies	-	-	1,000	1,000
206-5	804	4244	000	Landscape Materials	-	-	-	-
206-5	804	4299	000	Other Materials & Supplies	-	-	-	-
<b>Total Materials &amp; Supplies</b>					-	-	<b>1,000</b>	<b>1,000</b>
<b>Contractual Service</b>								
206-5	804	4300	000	Professional Services	-	-	1,500	1,500
206-5	804	4301	000	Other Contractual Services	1,411	1,468	-	-
206-5	804	4380	000	Electric Service	-	-	-	-
<b>Total Contractual Services</b>					<b>1,411</b>	<b>1,468</b>	<b>1,500</b>	<b>1,500</b>
<b>Total Fountain Maintenance &amp; Aeration</b>					<b>1,411</b>	<b>1,468</b>	<b>2,500</b>	<b>2,500</b>
<b>Total Surface Water Management</b>					<b>1,136,618</b>	<b>539,671</b>	<b>430,590</b>	<b>327,389</b>

## 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 2022.

<b>Veterans Memorial Fund</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Revenue</b>				
Contributions & Donations	254	150	-	-
Interest On Investments	135	70	-	-
<b>Total Revenue</b>	<b>389</b>	<b>220</b>	-	-
<b>Expenditures</b>				
Landscape Materials	-	690	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>690</b>	-	-
<b>Revenue Over (Under) Expenditures</b>	<b>389</b>	<b>(470)</b>	-	-

	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Adopted</b>	<b>2022 Proposed</b>
<b>Beginning Fund Balance</b>	<b>3,661</b>	<b>4,050</b>	<b>3,580</b>	<b>3,580</b>
<b>Ending Fund Balance</b>	<b>4,050</b>	<b>3,580</b>	<b>3,580</b>	<b>3,580</b>

## 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 2022. 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. 24						
					2019 Actual	2020 Actual
<b>Central Services &amp; Reception Area</b>						
<b>Personnel Services / Reception</b>						
5	084	4115	008	Wages-Part Time	33,677	50,574
5	084	4140	008	Employer PERA	2,519	3,658
5	084	4145	008	Employer FICA	2,600	3,493
5	084	4150	008	Employer Insurance	-	9,131
<b>Subtotal</b>					<b>38,796</b>	<b>66,856</b>
<b>Materials and Supplies</b>						
5	084	4200	008	Office Supplies	9	-
5	084	4209	008	In House Copying	16,112	15,766
5	084	4210	008	Printing	1,775	3,827
5	084	4211	008	Operating Supplies	4,511	-
<b>Subtotal</b>					<b>22,407</b>	<b>19,593</b>
<b>Contractual Services</b>						
5	084	4330	008	Postage & Meter Fees	13,082	12,321
<b>Subtotal</b>					<b>13,082</b>	<b>12,321</b>
<b>SUBTOTAL CENTRAL SERVICES</b>					<b>74,286</b>	<b>98,770</b>

## Appendix

## Retired Budgets

COMMUNITY DEVELOPMENT PG. 28					2019 Actual	2020 Actual
<b>Recycling / Environmental Services</b>						
<b>Personnel Services</b>						
5	042	4100	004	Wages-Regular	46,960	26,510
5	042	4111	004	Wages-Overtime	189	-
5	042	4115	004	Wages-Part Time	15,983	-
5	042	4140	004	Employer PERA	4,623	2,121
5	042	4145	004	Employer FICA	4,816	2,084
5	042	4150	004	Employer Insurance	-	-
<b>Subtotal</b>					<b>72,571</b>	<b>30,715</b>
<b>Materials and Supplies</b>						
5	042	4210	004	Printing	3,374	-
5	042	4299	004	Other Materials	16,169	-
<b>Subtotal</b>					<b>19,543</b>	-
<b>Contractual Services</b>						
5	042	4300	004	Professional Services	225	-
5	042	4301	004	Other Contract/ clean up	1,521	3,939
5	042	4399	004	Other Services	-	-
<b>Subtotal</b>					<b>1,746</b>	<b>3,939</b>
<b>SUBTOTAL FOR ENVIRONMENTAL</b>					<b>93,860</b>	<b>34,654</b>

## Appendix

## Retired Budgets

COUNCIL AND COMMISSIONS PG. 29					2019 Actual	2020 Actual
<b>Planning Commission</b>					<b>2019 Actual</b>	<b>2020 Actual</b>
<b>Personnel Services</b>						
5	021	4115	001	Wages-Part Time	-	-
5	021	4140	001	Employer PERA	-	-
5	021	4145	001	Employer FICA	-	-
<b>Subtotal</b>					-	-
<b>Materials and Supplies</b>						
5	021	4211	001	Operating Supplies	-	-
5	021	4299	001	Other Materials & Supplies	-	-
<b>Subtotal</b>					-	-
<b>Contractual Services</b>						
5	021	4300	001	Professional Services	-	-
5	021	4301	001	Other Contractual Service	497	638
5	021	4346	001	Meeting, Conferences & School	-	-
<b>Subtotal</b>					<b>497</b>	<b>638</b>
<b>SUBTOTAL FOR PLANNING COMMISSION</b>					<b>497</b>	<b>638</b>
<b>Economic Development Commission</b>					<b>2019 Actual</b>	<b>2020 Actual</b>
<b>Personnel Services</b>						
5	022	4145	001	Employer FICA	-	-
<b>Subtotal</b>					-	-
<b>Materials and Supplies</b>						
5	022	4211	001	Operating Supplies	-	-
5	022	4299	001	Other Materials & Supplies	-	-
<b>Subtotal</b>					-	-
<b>Contractual Services</b>						
5	022	4300	001	Professional Services	-	-
5	022	4301	001	Other Contractual Service	289	-
5	022	4346	001	Meeting, Conferences & School	-	-
5	022	4350	001	Advertising	-	-
5	022	4360	001	Legal & Public Notices/Ad	-	-
<b>Subtotal</b>					<b>289</b>	-
<b>SUBTOTAL FOR ECONOMIC DEVELOPMENT COMM</b>					<b>289</b>	-

## Appendix

## Retired Budgets

COUNCIL AND COMMISSIONS PG. 29					2019 Actual	2020 Actual
<b>Park and Recreation Commission</b>						
<b>Personnel Services</b>						
5	023	4111	001	Wages-Overtime	-	-
5	023	4140	001	Employer- PERA	-	-
5	023	4145	001	Employer FICA	-	-
<b>Subtotal</b>					-	-
<b>Materials and Supplies</b>						
5	023	4299	001	Operating Supplies	-	-
5	023	4299	001	Other Materials & Supplies	-	-
<b>Subtotal</b>					-	-
<b>Contractual Services</b>						
5	023	4300	001	Professional Services	-	-
5	023	4301	001	Other Contractual Svcs	955	400
5	023	4346	001	Meeting, Conferences & School	-	-
<b>Subtotal</b>					<b>955</b>	<b>400</b>
<b>SUBTOTAL PARK &amp; RECREATION COMMISSION</b>					<b>955</b>	<b>400</b>

## Appendix

## Retired Budgets

POLICE ADMINISTRATION DIVISION PG. 32						
<b>Juvenile Services</b>					<b>2019 Actual</b>	<b>2020 Actual</b>
<b>Personnel Services</b>						
5	052	4100	025	Wages-Regular	80,218	85,198
5	052	4111	025	Wages-Overtime	113	698
5	052	4140	025	Employer PERA	5,763	6,139
5	052	4145	025	Employer FICA	6,108	6,506
5	052	4150	025	Employer Insurance	10,134	9,512
<b>Subtotal</b>					<b>102,337</b>	<b>108,053</b>
<b>Materials and Supplies</b>						
5	052	4230	025	Uniforms & Clothing	-	-
<b>Subtotal</b>					<b>-</b>	<b>-</b>
<b>Contractual Services</b>						
5	052	4346	025	Meeting, Conferences & School	-	-
<b>Subtotal</b>					<b>-</b>	<b>-</b>
<b>SUBTOTAL JUVENILE SERVICES</b>					<b>102,337</b>	<b>108,053</b>
<b>Police Vehicles</b>					<b>2019 Actual</b>	<b>2020 Actual</b>
<b>Personnel Services</b>						
5	057	4220	025	Motor Fuels	55,010	49,226
<b>Subtotal</b>					<b>55,010</b>	<b>49,226</b>
<b>Repairs &amp; Maintenance</b>						
5	057	4403	025	Repair & Maintenance Vehicle	28,269	43,915
<b>Subtotal</b>					<b>28,269</b>	<b>43,915</b>
<b>SUBTOTAL POLICE VEHICLES</b>					<b>83,279</b>	<b>93,141</b>
<b>Prevention Programs</b>					<b>2019 Actual</b>	<b>2020 Actual</b>
<b>Contractual Services</b>						
5	058	4325	025	Prevention Programs	3,301	904
<b>Subtotal</b>					<b>3,301</b>	<b>904</b>
<b>SUBTOTAL PREVENTION PROGRAMS</b>					<b>3,301</b>	<b>904</b>

## Appendix

## Retired Budgets

POLICE ADMINISTRATION DIVISION PG. 33					
<b>Patrol Operations</b>				<b>2019 Actual</b>	<b>2020 Actual</b>
<b>Personnel Services</b>					
5	054	4100	025	Wages-Regular	2,238,755
5	054	4111	025	Wages-Overtime	149,250
5	054	4120	025	Wages-Temp	41
5	054	4140	025	Employer PERA	396,687
5	054	4145	025	Employer FICA	32,706
5	054	4150	025	Employer Insurance	387,936
<b>Subtotal Personnel Services</b>				<b>3,205,376</b>	<b>2,150,001</b>
<b>Materials and Supplies</b>					
5	054	4230	025	Uniforms & Clothing	33,930
<b>Subtotal Materials and Supplies</b>				<b>33,930</b>	<b>28,225</b>
<b>Contractual Services</b>					
5	054	4301	025	Other Contractual Services	-
5	054	4346	025	Meeting, Conferences & School	14,189
<b>Subtotal Contractual Services</b>				<b>14,189</b>	<b>16,036</b>
<b>SUBTOTAL FOR PATROL OPERATIONS</b>				<b>3,253,495</b>	<b>2,206,638</b>