



OPEN COUNCIL WORK SESSION

MUNICIPAL CENTER COUNCIL CHAMBERS
1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118
MONDAY, AUGUST 9, 2021
5:30PM

1. Call to Order
2. Roll Call
3. Review and Approve the OCWS Agenda
4. Review the Regular Meeting Consent Agenda
5. Agenda Item(s)

A. Fee Schedule

Documents:

[COUNCIL REPORT - 2022 FEE SCHEDULE.PDF](#)
[CONDENSED 2022 FEE SCHEDULE -PROPOSED.PDF](#)

B. Preliminary 22 Budget and Conceptual 23 Budget

Documents:

[COUNCIL REPORT - 2022-2023 PRELIMINARY BUDGETS.PDF](#)
[CEP-CIP PLAN.PDF](#)

C. Future OCWS Setting Discussion

Documents:

[COUNCIL REPORT - FUTURE OCWS SETTING DISCUSSION.PDF](#)
[ASI LOBBY CONFERENCE ROOM ESTIMATE.PDF](#)

6. Adjourn

If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at

651-552-4108 or email ADA@wspmn.gov at least 5 business days prior to the meeting
www.wspmn.gov EOE/AA



Open Council Workshop

To: **Mayor and City Council**
Through: **Nate Burkett, City Manager**
From: **Charlene Stark, Finance Director**
Date: **August 9, 2021**

2022 Fee Schedule

BACKGROUND INFORMATION:

Attached is the proposed changes to the 2022 fee schedule. Changes are in red.

- Reduction to the Tattoo/Body Art- Business License to be more in line with neighboring cities.
- Reduction to the ESCROW for Environmental Compliance-Single Family-Determined this amount will suffice.
- Sewer fees per utility study of 2016
- Storm water fees per utility study of 2016

FISCAL IMPACT:

		Amount
Fund:		
Department:		
Account:		

STAFF RECOMMENDATION:

Discussion of changes to the fees.

Attachment

Condensed Fee Schedule (Changes Only)

Fee Description	2021 Adopted Fees	2022 Proposed Fees	change	Background NEW *	Background RENEWAL
Inflation Factor - March 31st - Implicit Price Deflator (IPD), State and Local					

* statutory limits

BUSINESS LICENSE FEES

Tattoo/Body Art - Business	1,925.00	400.00	(1,525.00)	135.00	100.00
Late Payment of Application Fee	50% of Application Fee	50% of Application Fee			Adopted in previous years-not on fee schedule

Environmental Compliance

Environmental Permit - All construction requiring ground disturbance activity for residential, commercial, and industrial	\$800 Per Acre (\$250 Minimum)	\$800 Per Acre (\$250 Minimum)	-		
ESCROW for Environmental Compliance - Single Family (2 Units or Less)	\$2,000.00	\$1,000.00	(1,000.00)		
ESCROW for Environmental Compliance - Multi-Family (3 or more units), Commercial, Industrial	\$3,000 Per Acre	\$3,000 Per Acre	-		

UTILITY RATES-SEWER

Base Rate	31.40	32.97	1.57		
Volume Rates			-		
Residential (per CEF)-Winter Qtr. Use	5.76	6.05	0.29		
All Other-(per CEF)	6.67	7.00	0.33		
City SAC admin fee Per SAC Unit	50.00	50.00	-		

UTILITY RATES-STORMWATER

Flat Rates					
Residential (per quarter)	13.39	14.06	0.67		
All Other-(per month)	4.60	4.83	0.23		



Open Council Workshop

To: **Mayor and City Council**
 Through: **Nate Burkett, City Manager**
 From: **Char Stark, Finance Director**
 Date: **August 9, 2021**

Preliminary 2022 and Preliminary Conceptual 2023 Budget

BACKGROUND INFORMATION:

Council please recall at the December 14 Council meeting the Conceptual budget of 2022 was accepted during the adoption of the 2021 Budget. Since then the City Management has been working on updating the Preliminary 2022 Proposed Budget as well as creating the Preliminary Conceptual Budget for 2023.

Comparison of the Conceptual Budget and the current proposed 22 Budget is below:

	Final 2021	Conceptual 2022	Proposed Preliminary 2022	Conceptual 2023
Total Budget	\$45,914,694	\$36,955,847	\$38,881,785	\$37,164,867
Levy	\$17,744,425	\$18,642,179	\$18,567,222	\$19,796,445
% Increase-2021		+ 5.06%	+ 4.23%	+ 5.94%
Tax Rate	69.426%	71.077%	69.515%	72.115%

2021-2023 Summary Budget City and EDA Levy

Highlights	2021 Budget	2022 Budget	Change to Net City Cost	% Change	2023 Forecast	Change to Net City Cost	% Change
Salaries/Benefits	10,758,093	11,443,793	685,700	6.37%	12,590,641	1,146,848	10.02%
Supplies	893,625	914,545	20,920	2.34%	940,725	26,180	2.86%
Other Charges and Services	10,801,864	11,024,309	222,445	2.06%	11,429,966	405,657	3.68%
Total Operating Budget	22,453,582	23,382,647	929,065	4.14%	24,961,332	1,578,685	6.75%
Capital Outlay	17,564,420	10,167,394	\$(7,397,026)	-42.11%	7,124,544	(3,042,850)	-29.93%
Other Financing Uses - Transfers Out	600,000	650,000	50,000	8.33%	650,000	-	0.00%
Debt Service-Enterprise Funds	732,179	848,124	115,945	15.84%	973,599	125,475	14.79%
Debt Service-Governmental Funds	4,564,513	3,833,620	(730,893)	-16.01%	3,455,392	(378,228)	-9.87%
Total Capital and Debt Budgets	23,461,112	15,499,138	-7,961,974	-33.94%	12,203,535	(3,295,603)	-21.26%
TOTAL BUDGET	45,914,694	38,881,785	(7,032,909)	-15.32%	37,164,867	(1,716,918)	-4.42%

Break down of 2022 Budget

Below is a detail of the 2022 budget by expense categories.

Personnel Costs

- Salaries budgeted with 3% increase, 4% lane changes and merit pay for Directors and managers.
- Health insurance at 20%
- PERA no change from 2021. 7.5% for Coordinated, Police & Fire 17.7% and defined Contribution @ 5%.
- New Requests:
 - 2 officers hired in July
 - IT technician hired in April
 - Police administrative positions moved from 32 hours to 40 hours
 - Internal promotion of Marketing and Communications manager to Assistant City Manager
 - Assistant Ice Arena from 32 hours to 40 hours
 - Additional Parks and Rec programmer hired in April

Other Charges for Services

- 5% increase to Fire contract
- 2% increase to DCC from actual 2021. (Budget was higher than needed in 2021.)
- Increases for maintenance agreements for City-wide applications
- New change in cell phone carriers from T Mobile to I-Net.
- New part-time cleaning services for City facilities.
- Continued allocation for neighborhood streets.
- Continued allocation for sidewalks and trails

Capital Outlay

- City hall remodel on the administrative side
- Marthaler Park redevelopment plan 2022-2024
- Increased budget for Park equipment replacement
- Increased budget for Technology replacements
 - Increased security cameras
 - Data Center Licensing-2 year plan
 - Petro Van-Public Works
 - HVAC software-Public Works
 - Badge Printer
 - Plotter Printer
 - Portable projector and screens

Vehicle and Equipment

- Increase for squad change over costs
- Replace Vehicle Counter/Radar

- Scenario Based Training Equipment
- Secured cargo Storage for squads
- Electronic Speed Signs
- Our share of ladder truck for SMFD
- Dump trucks (2)
- Water tank
- Plow
- Diesel Mower 16'
- 60" Rider Mower
- 44" Mower

Street Program

- Crusader
- Oakdale/Thompson Round about (Dakota County led project)

Trails-Sidewalks

- Crusader
- Bidwell (Safe Routes)

Breakdown of 2023 Conceptual Budget

Below is the detail breakdown of the 2023 conceptual budget

Personnel Costs

- Salaries budgeted with 3% increase, 4% lane changes. MV increase for salaried employees with the elimination of the annual merit pay.
- Health insurance at 20%
- PERA no change from 2021. 7.5% for Coordinated, Police & Fire 17.7% and defined Contribution @ 5%.
- New Requests:
 - Building Inspector (grant funded for 2 years)
 - Communications/Grant writer
 - Public Works Park/Street Employee

Other Charges for Services

- 5% increase to Fire contract with added staff proposal
- 5% increase to DCC
- Increases for maintenance agreements for City-wide applications
- Continued part-time cleaning services for City facilities.
- Increased allocation for neighborhood streets.
- Continued allocation for sidewalks and trails.

Capital Outlay

- Continued Marthaler Park redevelopment plan 2022-2024
- Increased budget for Park equipment replacement
- Increased budget for Technology replacements
 - Switch replacement on a regular replacement schedule
 - Council Chamber Retro Fit
 - SCADA upgrade

- 2nd year DATA Center Licensing
- Digital signage for conference rooms
- Digital signage for marketing in city facilities

Vehicle and Equipment

- Thermal heat/cool pump units (2)
- 3rd Squad replacement
- Electronic Speed Signs
- Front Loader
- Asphalt Hot Box
- Trail Snow Removal Equipment
- Utility Vehicle
- 60” Mower
- Cushman Mower

Street Program

- Annapolis (2 year)
- Delaware Recon (County)

Trails-Sidewalks

- Oakdale/CSAH 73

After a review of the cash goals, some of the funds cash goal have been reevaluated. Since the policy has been in place for a while and the cash has been increasing a review was done to see if there was a need for some of the higher goals set a few years back. A chart below shows the new goals for the funds.

	Goals	New Goal	Change	Previous Rationale
General Fund/Innovation/Communi	8,661,201.00	9,000,000.00	338,799.00	Policy has 60% of next year
Debt Fund	5,000,000.00	5,000,000.00	-	105% of next years debt service payments
Debt Mitigation Fund	4,310,000.00	2,550,000.00	(1,760,000.00)	building cash to redeem early 2021 and 2024.
Vehicle Fund	2,000,000.00	2,000,000.00	-	2 years of average of capital needs
Sewer Fund	4,000,000.00	4,000,000.00	-	1 year of operations plus capital
PD/FD PERA-working to close this fund			-	
Storm Water Fund	1,000,000.00	1,000,000.00	-	1 year of operations plus capital
Regional Athletic Center	3,000,000.00	3,000,000.00	-	year of operations plus LT capital needs
Ice Arena	1,300,000.00	1,300,000.00	-	year of operations plus LT capital needs
Golf Course			-	
Pool	250,000.00	250,000.00	-	
Street Maintenance	700,000.00	700,000.00	-	2 years of operations
TIF			-	
Technology Replacement	300,000.00	200,000.00	(100,000.00)	2 year averal of capital needs
Parks Improvement	2,000,000.00	1,000,000.00	(1,000,000.00)	4 years of average of capital needs
Insurance	500,000.00	500,000.00	-	1 year of operations
EDA-2018 budget adj. for purchase-	1,500,000.00	1,500,000.00	-	1 year of operations plus seed money for projects
Government Facility Capital Project	5,000,000.00	5,000,000.00	-	building cash to build a new facily-50% of facility
Thompson Oaks				
River to River Trail				
	39,521,201	37,000,000	-2,521,201	

With the above changes implemented, there is \$400,000 of LGA/Franchise fee revenues that have not been allocated for 2023. As part of the discussion at the OCWS, direction for this allocation is being requested.

Allocation options to consider:

- A Council directed project from the CIP plan
 - Arena Parking lot
 - Future Pool expansion
 - Sports Center conversion/Skate park
- Increase street maintenance
- Increase Neighborhood street budget
- Increase trail/sidewalk budget
- Reduce the tax levy

Summary

Staff is recommending this two-year budget; we feel the Council’s goals are being met with the budgets as presented.

- Increase spending for street maintenance
- Increase spending for trails/sidewalks
- Maintaining City Infrastructure with the Park redevelopment of Marthaler and the City hall remodel
- Tax rate remains steady for 2022.

FISCAL IMPACT:

Fund	Department	Account	Amount

STAFF RECOMMENDATION:

Discussion of the 22-23 Budgets.

Proposed Budget/Levy
EDA Levy
2023 excess LGA/FF revenue

Attachment:

CIP-CEP Plan
Graphs

CAPITAL IMPROVEMENT AND EQUIPMENT PLAN



2022-2031

- Buildings
- Park improvements: Parks, Arena, Pool, Dome
- Street Improvements
- Technology Improvements
- Vehicle - Equipment
- Sewer and Storm
- Master Planning Documents and Definitions

City of West St. Paul 2022-2031 Capital Equipment (CEP) and Capital Improvement (CIP) Plan

The CIP/CEP is a planning document that forecasts facilities and infrastructure future needs (CIP) and replacement of rolling stock and other equipment (CEP) over the next ten-year period. The CIP/CEP does not represent a spending commitment but instead it projects when capital expenditures are likely to occur should funding become available to complete current priorities. Funding derives from cash reserves, tax levies/property tax, Local Government Aids (LGA), MSA funds (state funding for municipal state aid streets), sales tax, utility franchise fees, benefit assessments, gifts and grants, and other available funds. Revenue sources are projected within this planning document. In those cases when projected revenues are not realized on schedule project delays should be expected.

As the City plans for future infrastructure and facilities within the CIP/CEP City Council and staff weave together capital needs, those of the operating units, fiscal requirements of the organization and the delivery of services to the taxpayer, ratepayer and other stakeholders.

CIP/CEP Revenue Sources

Local Sales Tax

At the 2018 general election, the voters authorized the City to request Legislative authority to adopt a ½-cent sales tax to fund future roadway infrastructure. The State did provide the authority and on June 24, 2019, the City Council adopted the sales tax to take effect on January 1, 2020. The sales tax authorization extends for a twenty-year period and is projected to raise \$28 million in revenue over that period. The City would need to gain additional legislation to extend the tax beyond the 20-year authorization.

The City has begun to receive the sales tax revenue on a monthly basis all throughout 2020. The COVID pandemic did not inhibit the City's collection rate of this revenue. It is intended that 2020 revenues, and those received in subsequent years, provide the opportunity for the City to conduct major roadway rehabilitation and reconstruction projects on MSA, collector and other critical portions of the street system during the next twenty years. It is intended that this revenue source, along with allocations of utility franchise fee revenue, Local Government Aid (LGA), Municipal State Aid (MSA) allocations and benefit assessments provide the opportunity to conduct the annual street program on a cash basis.

Under the State sales tax authorization the City does have the option of using tax proceeds to cover debt payments for future infrastructure should the need arise. However, avoidance of additional borrowing for roadway projects until 2035 would allow the City to retire all existing debt currently in the portfolio.

The Minnesota Department of Revenue is anticipating adoption of a new schedule of administrative fees against local revenues during 2020. These fees, to cover the cost of administering sales tax on our behalf is currently estimated at 2% of total sales tax paid within the community.

Local Government Aid

Local Government Aid (LGA) is a general-purpose state aid that can be used for any lawful expenditure. Over the years, there have been shifts in how LGA is allocated by the City. Currently the preponderance of LGA is allocated toward CIP projects and debt retirement. The Department of Revenue certifies LGA for cities based on current LGA statutes, including any changes enacted during the most recent legislative session.

LGA has not been a consistently reliable revenue source. In the years 2002-2004 and again between 2008 and 2011 the statewide LGA pool was reduced after aid levels had already been certified to cities in order to address State fiscal deficits in those years. Further, the LGA pool has declined as a percentage of City budgets since 2001 in which year total statewide LGA was at \$607,826,080. In 2019, the pool was at \$534,398,012, which was improved for 2020 to \$560.4 million and 2021 to \$564.4 million. Due to uncertainties of this revenue, the City attempts to allocate LGA conservatively.

Electric/Gas Utility Fees

The City allows the electric and gas utility (Xcel) the opportunity to locate facilities within City rights of way under agreements approved as franchise ordinances. In exchange, the City charges the utility a fee, which the utility, in turn, levies against its customer base at 6% of electric bills and 3% of natural gas bills. For a typical residential customer the resulting charge is about \$4.20/month on electric and \$1.62/month of gas bills. The revenue generated is generally allocated toward CIP projects.

Municipal State Aid

Municipal State Aid (MSA) are funds allocated by the State to cities over 5,000 in population to assist with maintenance of larger collector/high volume streets designated as MSA roadways. Statewide there are 148 cities, which are allocated a pool (2020) of \$192.4 million to supplement maintenance needs on 3,795 miles of roadways. The pool is allocated based upon a formula that includes population (50%) and construction needs (50%). The pool receives its funding from the Minnesota Highway Users Tax

Distribution Fund. The City can designate a portion of the allocation toward general street maintenance with the remaining portion toward construction projects. West St. Paul has typically reserved 80% of the annual allocation toward construction projects. Recent allocations are as follows:

Cell Tower Antennae Leases

The City has had leases with wireless antennae companies for a number of years. It currently allocates lease revenues toward the general fund but for that portion which is due to leases of park property. In this case, 100% of the lease revenue is allocated to the Park Improvement Fund. One of the assets on which antennae leases are located is the Marie Avenue Water Tower. The City retains 50% of the gross revenue from these leases with St. Paul Regional Water, the owner of the tower, retaining the other 50%. The remaining leases are for antennae monopole sites.

Benefit Assessments

As with most cities in the State, the City assigns benefit to abutting properties when a street that abuts that property receives a major maintenance improvement. The level of benefit is by adopted Council policy, which then is reviewed for each construction project by an appraiser to assure that benefit beyond that which is proposed for assessment is realized. Currently the City levies a benefit assessment at 25% of project costs for street reconstruction projects and 35% of project costs for mill and overlay projects. The property owner can pay resulting assessments within 30 days of conclusion of the assessment public hearing or the assessments will be levied on the property tax bill. Currently levied assessments accrue over a maximum of ten years at a rate of interest of 2% above the cost of borrowing of the City.

Grants and Third Party Funding

It has been the practice of the City to seek third party funding to leverage all other infrastructure project funding. Moreover, it is the current direction that receipt of significant grant dollars would be expected to move the project in question to the front of the line. It is also the direction that projects that are perceived as high value to Federal, State, or County funders likely will not proceed absent significant participation from these funders.

Fund Reserves

It is the direction of the City that each enterprise and revenue fund and component unit of the City budget toward achieving target cash reserves. These reserves are intended, in part, to provide matching funds for grant approvals and resource flexibility sufficient to take advantage of opportunities or unforeseen occurrences.

Below is a revision of the cash goals for each of the cost centers below.

Fund	Goals	New Goal	Change	Previous Rationale	New Rationale
General Fund/Innovation/Communi	8,661,201.00	9,000,000.00	338,799.00	Policy has 60% of next year	Increase in budget
Debt Fund	5,000,000.00	5,000,000.00	-	105% of next years debt service payments	
Debt Mitigation Fund	4,310,000.00	2,550,000.00	(1,760,000.00)	building cash to redeem early 2021 and 2024.	building cash to redeem call in 2024
Vehicle Fund	2,000,000.00	2,000,000.00	-	2 years of average of capital needs	
Sewer Fund	4,000,000.00	4,000,000.00	-	1 year of operations plus capital	
PD/FD PERA-working to close this fund			-		
Storm Water Fund	1,000,000.00	1,000,000.00	-	1 year of operations plus capital	
Regional Athletic Center	3,000,000.00	3,000,000.00	-	year of operations plus LT capital needs	
Ice Arena	1,300,000.00	1,300,000.00	-	year of operations plus LT capital needs	
Golf Course			-		
Pool	250,000.00	250,000.00	-		
Street Maintenance	700,000.00	700,000.00	-	2 years of operations	
TIF			-		
Technology Replacement	300,000.00	200,000.00	(100,000.00)	2 year averal of capital needs	5 year average has dropped as larger needs have been met
Parks Improvement	2,000,000.00	1,000,000.00	(1,000,000.00)	4 years of average of capital needs	We have a more accurate improvement plan
Insurance	500,000.00	500,000.00	-	1 year of operations	
EDA-2018 budget adj. for purchase-	1,500,000.00	1,500,000.00	-	1 year of operations plus seed money for projects	
Government Facility Capital Project	5,000,000.00	5,000,000.00	-	building cash to build a new facility-50% of facility	
Thompson Oaks					
River to River Trail					
	39,521,201	37,000,000	-2,521,201		

Cost Centers

Government Facility Capital Fund

In 2010, the City constructed a 49,931 square foot Public Works facility at 403 Marie Avenue. Between 2016 and 2020, the City conducted major maintenance on the 43,393 square foot 1968 City Hall, Police, and 1999-ca. Fire facility at 1616 Humboldt Avenue. Included was reconstruction of the parking lot, new roofing, HVAC on all but the Fire facility, new windows, and a remodel of 14,171

square foot police and lower level storage portions of the building and conference and storage facilities within the public portions of the building. In 2022, a proposed remodel of the administrative side of City Hall is being proposed in the 2022 budget. Upon completion City Hall will be completely remodeled and should provide time for the City to plan for the future of City Hall.

A goal was established to grow a building fund in order to provide capacity for future major maintenance projects. The 2020-29 CIP projected a \$250,000 annual budget allocation with a target reserve of \$5 million. Creation of reserves have been proposed through the fund balance policy, which designates excess revenues, and annual designations of LGA/Franchise fee revenue toward this fund through the budget process.

By 2030, the City will be near the need for major maintenance (roof etc.) at the Public Works facility. The City needs also to plan for updates to the 2600 square foot portion of the Fire facility allocated toward offices and the 7,520 square foot General Government portion of the City Hall within the next several years. To address each of these needs by 2030 an annual allocation of \$400,000 would be required to assure funding is available for major facility maintenance on a reasonable schedule. This would reduce the cash target to \$4 million by 2030.

Parks Improvement Fund and Pool, Ice Arena and RAC (Sports Dome) Enterprise Funds

Between 2012 and 2018 the City completed a number of improvements to the Park System including construction of the Sports Dome (\$7.072M), and reconstruction of Harmon Park (\$6.8M). Also completed was rehabilitation of the Sports Complex (\$1.63M) and major rehabilitation of the Ice Arena in partnership with SD197 and the City of Mendota Heights (\$1.866 M) all of which required debt issuance. Within this CIP, it is projected that the Park Capital Project fund be seeded with available Local Government Aid dollars (LGA) and utility franchise fees to allow for future improvements to the Park system, to include the Pool, Ice Arena, Sports Dome, and recreational trails while avoiding future debt issuance.

The City completed the Marthaler Master Plan in 2018. This is the last of the community scale parks proposed for redevelopment. In past years, it had been anticipated that the City would issue debt to complete the \$3.1 million in improvements projected in this plan. Within this document, as in the most recent plan, it is projected to both pursue only plan segments that are able to leverage third party funding and to accumulate cash reserves sufficient to provide for those plan elements while avoiding debt issuance.

The Twin Cities YMCA currently operates the Outdoor Pool (ca. 1950; major renovations in 1985 and 1999) between June and August. The City is responsible, as the property owner, for maintenance and upkeep of the facility. Due to the identified need of about \$400,000 in capital improvements, it is anticipated that this facility will require about \$130,000 annually in taxpayer support over the next five years. It is anticipated that the City may be reviewing alternatives in operating models in coming years.

The Ice Arena (ca. 1972 with major renovations in 1997 and 2015-2017) provides indoor skating opportunities for School District 197 teams, for contracted Booster Club skating and open skate opportunities. In an averaged year, it is projected that WSP taxpayer support is at about \$62,000. In 2015, the City entered a Joint Powers Agreement (JPA) with SD 197 and the City of Mendota Heights to jointly renovate the John V. Hoene Ice Arena located in West St. Paul. Each of these partners contributed \$555,333 under the JPA. Through 2019, \$1,926,276 in capital improvements have been made to the Arena associated with the JPA. Additional parking lot and HVAC improvements have been programmed within this CIP. Beyond these capital expenditures there are not additional projects currently programmed. However, there has been some discussion within the community to improve locker facilities and to add a dry floor practice area. Anything of that nature would be an undertaking outside of the current capital plan or funding ability of the City.

The Regional Athletic Center (RAC) opened for business on November 19, 2012 at 1645 Livingston Avenue on property that had formerly been the location of the Public Works Department adjacent to City Hall. The RAC is operated by SFDMG under contract with the City. As part of the financing of the facility the City is required to set aside funds for turf replacement (projected in 2023) and replacement of the Dome fabric (projected in 2028). The annual taxpayer support of the RAC is projected at \$231,820 per year due to levy support required for debt. This issue will be retired in 2026 after which principal payments on the non-taxable \$2,560,000 abatement bond commence. That issue will retire in 2034. During 2020, an unbudgeted \$400,000 replacement of four emergency exit stairwells will take place due to structural failures. Fund reserves will cover this expense.

Cash reserve goals for the Park system are:

<u>Fund</u>	<u>Goal</u>	<u>Year End 2020</u>
Park	\$1,000,000 (Revised)	\$1,240,220
Pool	Incl.	\$ 262,158
Arena	\$1,300,000	\$ 472,326
RAC	\$3,000,000	\$4,223,317 (refunding of bonds took place at the end of the year in 2020)

Cash reserves are anticipated through designation of LGA and Franchise fee revenues, through fund balance policy directing excess revenues and from budget allocations toward specific projects in advance of moving forward with individual projects. The metric for Park Improvements is 4-years of average capital needs. For Arena and RAC, the metric is one year of operations and long-term capital needs.

Street Improvement Fund

Typical City allocation of resources toward the annual pavement management program (initiated in 2006) has been about \$2.4 million (2008-2014) excepting the \$46 million State Highway 3 project (2014-2017) which absorbed \$26 million in local cash and debt issuance. 2017-18 projects totaled about \$10.9 million in part due to County led projects with a local cost share. The 2021 improvement project is the Moreland street improvement. The project will utilize the sales tax collected in 2020 and 2021 as well as MSA and assessments.

On July 23, 2018, the City adopted a prioritization of future street reconstruction and mill/overlay projects (referred to as the Pavement Management Program). Priority One streets (those with a Pavement Condition Index (PCI) below 46) totaled about \$66 million with Priority 2 streets (PCI below 80) adding another \$69 million in future road improvements. The City has typically funded street improvements from the property tax (or debt) supplemented by Minnesota State Aid (MSA) dollars (\$836,045 in 2019 and \$867,963 in 2020); utility funds if projects include improvements to those systems, benefit assessments, and grant funds. Beginning in 2021 the City will be able to use Sales Tax revenues toward critical collector roadway infrastructure as adopted by the State Legislature in 2019. This funding is allocated over the next twenty years toward the approximately \$70 million in Priority One and Two collector street maintenance needs within the pavement management program.

New within the 2021 CIP is a recognized need to address local and neighborhood roadways that have not had a funding source for the public portion of major maintenance projects beyond debt issuance. Proposed, starting in 2021 is a property tax levy to provide a non-debt approach toward major maintenance of the \$64 million in neighborhood street maintenance needs within the pavement management program. The initial 2021-2022 levies are modest. However, it is proposed that as debt levy requirements are reduced in future years (through retirement of existing debt and avoidance of new debt) the neighborhood street levy grows in a corresponding fashion. Thus, the benefits of debt reduction accrues directly to residents realizing improved neighborhood streets within the community.

The assessment policy, recognizing a unique benefit to properties abutting public improvements, was amended during 2018. For reconstructed streets, the cost burden upon benefitting properties continues at 25% of total project costs with pre-project sample benefit appraisals verifying benefit at least as great as proposed assessments, which in many cases are on a per lot basis. Mill/overlay projects are assessed at 35% of project costs. In 2019, the assessment policy was revised again concerning sidewalks. The City now funds through a tax levy new construction sidewalk projects. Replacement of existing sidewalk panels during a street improvement project continues as an assessable improvement.

Street Maintenance Fund

In spite of strides being made on major street maintenance as noted above, the pavement management priority one and two projects are currently not on track for major maintenance sufficient to achieve an average PCI (pavement condition index) of 70, which has been the goal. A measure the City has used to extend pavement life has been application of temporary drive lane overlays. Pavement surface life can generally be extended for an additional five to seven years while the individual road segment gets in queue for a major rehabilitation or reconstruction project.

It is from this fund that contractual and similar services have been expensed for Robert Street sidewalk snow removal, planting bed maintenance and trash and litter control. The fund also provides for citywide pavement crack sealing, seal coating and striping as a member of a consortium managed by the City of Burnsville. The fund also provides for street lighting and signal maintenance, signage, winter ice control salt, street patch materials, and right of way tree trimming. The goal for cash reserves within the street fund is two years of operations, which creates a metric of \$700,000. Cash exceeds the goal but the fund is being deficit budgeted currently and demands on the budget are growing.

New in 2021, the City is splitting out all maintenance expenses of the Robert Street corridor. This move will assist the Council and public with a more complete understanding of the annual allocations directed toward the corridor.

Cash Goal: \$700,000

Cash Balance \$1,178,616

Bikeways and Walkways Improvement Fund

In 2011, the City endeavored to study its pedestrian and bicyclist facilities to provide a long term plan to improve from the existing condition. It contracted with the planning firm of Hoisington Koegler Group. The citizen participation portion of the planning project was from April to October after which the City Council accepted the Bicycle and Pedestrian Master Plan dated December 5, 2011. The plan is a “tool to guide the long term efforts (25 years or more) to physical projects, programs and policies that will support walking and biking in West St. Paul.”

The priorities identified within the plan are the following routes with status as:

- NURT (AKA River to River Regional Trail way)
 - Segment from Wentworth to Oakdale/Thompson; **County awarded bid** for Robert Street underpass July 2020
 - Segment through Marthaler/ Garlough Parks; **County/City funded for design** as a future joint County project
 - Segment north of Oakdale/Thompson; **County submitted federal grant request** during 2020
- Charlton from Annapolis to Marie
 - Walkway exists on at least one side of the road, some areas both sides

(Emerson to Butler and Arion to just north of Bernard)

- Robert Street from Annapolis to Mendota Road
Completed as part of the 2014-2017 Robert Street Reconstruction
- Livingston from Wentworth to Mendota Road
Completed in 2019
- Oakdale from Bernard to Emerson and from Thompson to Mendota Road
Segment from Mendota Road to Wentworth **completed** in 2019
Segment from Bernard to Emerson:
 - Emerson to West Chester Place no walk
 - West Chester Place to Conver walk on west side
 - Conver to Bernard walk on both sides
- Bidwell from Butler to Thompson
Annual Safe Routes to School Grant funding request; not yet funded
- Marie from Delaware to Oakdale
Final segment **completed** in 2019
- Butler from Delaware to Highway 52
 - Delaware to Smith no walk
 - Smith to Manomin walk on north side only
 - Manomin to Stassen walk on both sides
 - Stassen to Hwy 52 no walk

Additionally, main routes were identified as

- Delaware from Annapolis to Marie
Included in 2020-2029 City CIP as **2025 project**; requires County and Mendota Heights approval
- Wentworth from Delaware to South St. Paul
 - Segment from Delaware to Robert **completed** in 2019
 - Pedestrian Crossing at Marthaler Lane **completed** in 2020
 - Marthaler to Oakdale existing trail
 - Oakdale to Meadows trail through Sports Complex
 - Meadows to TH 52 trail on south side
- Mendota Road from Delaware to South St. Paul
 - Delaware to Charlton no walk
 - TH 62 intersection to Robert walk on north side
 - Robert to Oakdale walk on south side (IGH)

Oakdale to TH 52 walk on both sides

The City has been collaborating with Dakota County to facilitate construction of the final leg of the Regional River to River Trail by 2021. Dakota County awarded the Robert Street underpass project, located at Crawford Drive, on July 14, 2020. The partners are working on securing grant funding for additional legs of this important regional asset. Included is a “regionalism” of the Garlough/Marthaler Park segment which is under design and the segment through the former Thompson Oaks golf course property which has been conceptually designed. Also is the segment from Thompson/Oakdale to the north for which a third party grant request has been submitted.

The City Council directed that a new cost center of the CIP be established with an annual property tax levy starting in 2021 to complete sidewalk/trail gaps identified within the Master Plan. This schedule is included within this CIP. This plan allocates a \$500,000 annual levy directed primarily toward completion of sidewalk gaps for upcoming street pavement management projects and secondarily toward the local match of third party grant funded transportation trails. The street project coordination is the most cost efficient project approach and limits resident impacts to one co-terminus construction project. This approach also improves the opportunity to limit right-of-way acquisition and utility impacts if we are able to reduce drive surface widths in the process. Including neighborhood scale walkway projects, the projected level of annual expenditure need is beyond 30 years.

Cash Goal: None

Cash Balance (2020) \$34,208

Technology Replacement Fund

The Technology fund provides for ongoing PC replacement and other infrastructure needs projected, on average at about \$55,000/year. Over the next five years, however, budgetary allocations are somewhat greater due to the planned replacement of servers and a new phone system.

West St. Paul has a history of aggressively improving technology capabilities as a method of improving operational efficiencies and customer service delivery. Due to the importance of technology to the operation, the CEP allocates fixed transfers of LGA funds annually to the cost center. In order to maintain a reasonable replacement schedule the fund has a cash reserve target of two years of capital requirements.

Cash Goal: \$200,000 (revised)

Cash Balance (2020) \$215,478

Vehicle and Equipment Reserve Fund

Over the next five years, it is proposed that utility franchise fees be allocated to the CEP (Capital Equipment Plan) to provide stability within the fund with targeted replacements averaging \$800K/year. In order to maintain a reasonable replacement schedule the fund has a cash reserve target of at least two years of averaged capital replacement needs and thus a cash reserve target of \$2 million. This metric provides flexibility to take advantage of pricing opportunities from time to time and provides for continued replacement of rolling stock in those instances where budget shortfalls may not otherwise allow for such.

Cash Goal: \$2,000,000

Cash Balance (2020) \$1,110,733.

Sanitary Sewer Enterprise Fund

The City's greatest and most critical infrastructure need at present is to update or replace the remaining aging lift stations and force mains within the community. Projected is reconstruction of Lift Stations 1 and 4, an upgrade of Lift Station 2 and replacement of the force mains associated with these stations as well as Lift Stations 3 and 6. Within our Capital Planning for the near term, these projects are the top priority. Much of the sanitary sewer infrastructure is beyond fifty years of age. Failure of lift stations or associated force mains can result in deleterious service delivery impacts to significant areas of the community including both homes and businesses. Hence, we see proceeding with the programmed projects as mandatory with completion by 2024. Additionally, we must continue forging ahead on meeting Metropolitan Council directed I&I goals (infiltration & inflow) to reduce storm water infiltration into the sanitary piping system (which is later treated at the Metro plants). The fund has a cash reserve target of infrastructure replacement needs plus one year of operations. Intended is creation of \$4 million in cash reserves going forward.

Cash Goal: \$4,000,000

Cash Balance (2020) \$1,048,097.

Storm Water Enterprise Fund

The Storm water utility was created in 2005 (for billings beginning February 2006) in order to respond to the 1972 Federal Clean Water Act and the National Pollutant Discharge Elimination System (NPDES) under a MS4 Phase II permit (municipal separate storm sewer system). These EPA directed programs receive local administration through the MN PCA and watershed districts and watershed management organizations (WMO). West St. Paul is wholly contained within the Lower Mississippi WMO along with that portion of St. Paul just to our north to the Mississippi River, Mendota Heights, South St. Paul, Sunfish Lake, and a portion each of Inver Grove Heights, Lillydale, and Mendota. The utility provides funding for the administration, planning, implementation and maintenance of the storm water management programs and projects. The utility charges each developed parcel of property within the community based upon a residential equivalency factor (REF). Each single-family property is charged one REF over the course of a year billed by the

St. Paul Regional Water Utility on behalf of West St. Paul. Other types of properties are charged a multiplier of an REF. For instance, commercial property is charged 7.9 REF's/acre which is a multiplier created by the amount of storm water runoff anticipated from commercial rooftops and parking lots. In total, there are about 9600 REF's across the community.

Over the next five years, the CIP/CEP anticipates about \$800,000 in projects and equipment replacement from this fund in addition to labor and other maintenance and administrative expense. The fund has a cash reserve target of at least capital needs plus one year of operations. There are significant storm water/wetland reclamation project is proposed on the former Thompson Oaks golf course property, which may absorb a significant portion of cash reserves.

Cash Goal: \$1,000,000

Cash Balance \$1,848,226

Summary

Within this document is the projected capital needs for each of the above cost centers laid out in Excel column fashion.

The definition of the City of West St. Paul's master plans is included in this plan for reference.

Each year this document is updated and approved by the City Council during the budget process.

This plan and policies provide direction and goal for the City Council and City staff for the next 10 years. This document should not be considered absolute and final but more of a fluid document while providing direction and financial stability for the next 10 years and beyond.

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ALL CAPITAL PROJECTS BY YEAR AND PROJECT TYPE

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 & Later Years	TOTAL ALL YEARS
Capital Equipment Plan											
Building	10,000	3,000	3,000	14,700	1,000	1,000	1,000	1,000	-	20,000	54,700
Technology (411)	108,119	156,119	67,500	261,000	207,000	75,800	78,000	70,000	273,000	73,000	1,369,538
Vehicle-Equipment (401)	1,178,500	633,000	712,000	453,000	409,000	458,500	464,700	349,000	594,000	2,478,500	7,730,200
Total Parks & Park Facilities	65,000	82,500	42,500	60,000	-	-	-	-	-	-	250,000
Sewer (602)	58,900	-	4,100	550,000	70,000	60,000	-	72,000	90,000	354,500	1,259,500
Storm (600)	-	260,000	-	-	-	-	-	-	-	-	260,000
Total CEP-ALL	1,420,519	1,134,619	829,100	1,338,700	687,000	595,300	543,700	492,000	957,000	2,926,000	10,923,938
Capital Improvement Plan											
Building Capital Improvement -current	1,500,000	500,000	250,000	-	-	-	-	-	-	-	2,250,000
Street Projects	1,643,250	3,410,000	2,890,000	4,040,000	3,280,000	1,760,000	2,190,000	4,000,000	2,000,000	15,659,611	40,872,861
Sidewalks/Trails (PED Plan)	750,000	410,925	400,000	-	1,500,000	285,000	470,000	300,000	825,000	-	4,940,925
Local Street Pavement Plan	-	-	-	-	-	-	-	-	-	-	-
Total Parks & Park Facilities	1,705,500	1,684,000	2,418,700	517,000	247,500	222,500	153,000	138,000	1,033,500	13,500	8,133,200
Sewer	3,150,000	-	-	-	-	-	-	-	-	-	3,150,000
Storm	150,000	-	210,000	-	-	220,500	-	-	231,525	-	812,025
Total CIP All	8,898,750	6,004,925	6,168,700	4,557,000	5,027,500	2,488,000	2,813,000	4,438,000	4,090,025	15,673,111	60,159,011
TOTAL CEP AND CIP	10,319,269	7,139,544	6,997,800	5,895,700	5,714,500	3,083,300	3,356,700	4,930,000	5,047,025	18,599,111	71,082,949
REVENUES											
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
Bonds-General Obligation bonds, Sewer Bonds	1,054,095	-	-	-	-	-	-	-	-	-	1,054,095
Federal Funds	2,095,905	-	178,750	1,480,250	-	-	-	-	-	-	3,754,905
Grants-Dakota Co, State, Met Council	-	-	1,955,200	-	-	-	-	-	-	-	1,955,200
State Aid-Street maint. MSA	-	1,440,000	1,350,000	-	2,000,000	700,000	900,000	1,500,000	1,000,000	-	8,890,000
Utility Franchise/LGA allocation	600,000	675,000	350,000	450,000	480,000	350,000	450,000	450,000	550,000	4,805,000	9,160,000
Utility Franchise/LGA allocation	1,050,000	950,000	712,651	902,400	723,000	652,428	750,000	550,000	1,050,000	2,617,500	9,957,979
Other Revenues	1,065,800	112,000	105,000	107,000	112,000	112,000	112,000	112,000	107,500	112,000	2,057,300
Arena Funds	-	-	-	10,000	-	-	-	-	-	-	10,000
Dome Funds	-	1,005,500	-	5,000	-	-	-	-	600,000	-	1,610,500
Sewer Funds	58,900	-	4,100	550,000	70,000	60,000	-	72,000	90,000	354,500	1,259,500
Storm Water Funds	-	260,000	210,000	-	-	220,500	-	-	231,525	-	922,025
Special Assessments	322,500	81,500	132,000	239,250	328,000	220,000	328,500	700,000	-	3,131,922	5,483,672
Abatements	-	-	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-	280,000
Local Sales Tax	1,313,000	1,326,130	1,339,391	1,352,785	1,366,313	1,379,976	1,393,776	1,407,714	1,421,791	13,659,611	25,960,487
LEVY REQUIREMENT	806,000	812,120	818,362	824,730	831,224	837,849	844,606	851,498	858,528	865,698	8,350,615
TOTAL REVENUES INCLUDING LEVY REQUIREMENT	8,366,200	6,662,250	7,195,455	5,961,415	5,950,537	4,572,753	4,818,882	5,683,212	5,949,344	25,546,232	80,706,278
(Use of Cash)/Add to Cash	(1,953,069)	(477,294)	197,655	65,715	236,037	1,489,453	1,462,182	753,212	902,319	6,947,121	9,623,329
City Hall facility fund	(1,000,000)	7,000	-	240,300	284,000	259,000	354,000	354,000	350,500	4,735,000	5,583,800
Parks	(370,200)	(174,000)	(187,000)	(93,000)	161,500	86,500	206,000	171,000	125,500	245,500	171,800
Street Improvement	(7,750)	(562,370)	110,141	(967,715)	414,313	539,976	432,276	(392,286)	421,791	1,131,922	1,120,299
Technology	(6,119)	20,881	34,500	(59,000)	(5,000)	21,200	24,000	32,000	(71,000)	(16,000)	(24,538)
Trails-Sidewalks	(250,000)	89,075	140,000	540,000	(960,000)	255,000	70,000	240,000	(285,000)	500,000	339,075
Vehicle and Equipment replacement fund	(475,000)	(170,000)	(218,349)	80,400	10,000	(10,072)	31,300	(3,000)	2,000	(15,000)	(767,721)
Storm	(150,000)	-	-	-	-	-	-	-	-	-	(150,000)
Total change in cash funds	(1,953,069)	(477,294)	197,655	65,715	236,037	1,489,453	1,462,182	753,212	902,319	6,947,121	9,623,329

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BUILDINGS

This cost center accounts for the improvement/maintenance expenses to the City Facilities: City Hall and Public Works Building



Capital Fund-City Hall (CEP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Chairs	3,000	3,000	3,000	1,000	1,000	1,000	1,000	1,000	-	-	17,000
CO & NO Gas Detector Sensor	7,000	-	-	7,700	-	-	-	-	-	-	14,700
Dumpster	-	-	-	6,000	-	-	-	-	-	-	6,000
AC unit in Server room	-	-	-	-	-	-	-	-	-	20,000	20,000
Total CEP	10,000	3,000	3,000	14,700	1,000	1,000	1,000	1,000	-	20,000	57,700
City Hall Admin remodel	1,500,000	500,000	250,000	-	-	-	-	-	-	-	2,250,000
City Hall Savings Account											250,000
Total CIP	1,500,000	500,000	250,000	-	-	-	-	-	-	-	2,500,000
Total CEP/CIP	1,510,000	503,000	253,000	14,700	1,000	1,000	1,000	1,000	-	20,000	2,557,700
REVENUES											
Utility Franchise/LGA allocation	500,000	500,000	250,000	250,000	280,000	255,000	350,000	350,000	350,000	4,750,000	8,085,000
Investment Income	10,000	10,000	3,000	5,000	5,000	5,000	5,000	5,000	500	5,000	53,500
TOTAL REVENUES	510,000	510,000	253,000	255,000	285,000	260,000	355,000	355,000	350,500	4,755,000	8,138,500
(Use of Cash/Add to Cash)	(1,000,000)	7,000	-	240,300	284,000	259,000	354,000	354,000	350,500	4,735,000	5,580,800
Current Cash (2020) + Transfer											
Projected Cash	95,856	102,856	102,856	343,156	627,156	886,156	1,240,156	1,594,156	1,944,656	6,329,156	
Goal \$5,000,000 for future CH needs											

EQUIPMENT VEHICLE REPLACEMENT

This cost center accounts for the annual equipment and vehicle replacements for all departments



Capital Fund-equipment/vehicle (CEP)	Department	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Vehicle	Code	-	-	-	-	-	-	-	-	-	-	-
Vehicle	Community Dev	-	-	30,000	30,000	30,000	30,000	30,000	-	-	-	150,000
1/2 T Pick-up Truck	Engineering	-	-	-	-	-	-	-	-	-	-	-
CO & NO Gas Detection Sensor	Bldg. Maint.	-	-	-	-	-	-	7,700	-	-	-	7,700
Salt Shed Roof	Bldg. Maint.	-	-	-	-	-	-	-	-	-	-	-
RPZ Valves-annual-operational	Bldg. Maint.	-	-	-	-	-	-	-	-	-	-	-
Thermal heat/cool pump units ceiling mounted (7)	Public Works	8,000	16,000	-	-	-	-	-	-	-	-	24,000
GEO Thermal Unit-floor unit	Public Works	-	-	33,000	-	-	-	-	-	-	-	33,000
GEO Controller	Public Works	12,000	-	-	-	-	-	-	-	-	-	12,000
Vehicle	Bldg. Inspections	-	-	-	-	-	-	-	-	-	-	-
Comp Plan Update	Community Dev	-	-	-	-	-	-	-	-	-	-	-
Vehicle	Planning	-	-	-	-	-	-	-	-	-	-	-
Marked Squad	Police	46,000	47,000	47,000	48,000	48,000	49,000	49,000	50,000	50,000	154,000	588,000
Marked Squad 2	Police	46,000	47,000	47,000	48,000	48,000	49,000	49,000	50,000	50,000	154,000	588,000
Marked Squad 3	Police	-	47,000	-	-	48,000	-	-	50,000	-	52,000	197,000
Unmarked Squad	Police	30,000	31,000	31,000	31,000	32,000	32,000	32,000	33,000	33,000	33,000	318,000
Car Change over	Police	20,000	20,000	20,500	21,000	22,000	23,000	24,000	25,000	25,000	25,000	225,500
CSO Truck	Police	-	-	-	42,000	-	-	-	-	-	-	42,000
Radar Replacement	Police	5,000	-	-	-	-	-	-	-	-	-	5,000
Less Lethal Weapons	Police	5,200	-	-	-	-	-	-	-	-	-	5,200
Rifle Steel Targets	Police	-	-	-	-	-	-	-	-	-	-	-
Body Camera's	Police	-	-	-	-	-	-	-	-	-	-	-
Replacement of CBRN Masks	Police	-	-	-	-	-	-	-	-	-	-	-
Squad Video Replacement	Police	-	-	-	-	-	-	-	-	-	-	-
Squad Radios	Police	-	-	-	-	-	-	-	-	-	-	-
Taser Replacements	Police	-	-	-	19,000	-	-	-	-	20,000	-	39,000
Voice Dictation Software & Equip	Police	-	-	7,500	-	-	-	-	-	-	-	7,500
Replacement of Tire Deflation Devices	Police	-	-	5,000	-	-	-	-	-	-	-	5,000
Scenario Based Training Equipment	Police	4,000	-	-	-	-	-	-	-	5,000	-	9,000
Electronic Speed Signs	Police	10,000	10,000	10,000	-	-	-	-	-	-	-	30,000
Pole Mounted Surveillance Camera	Police	-	-	-	-	-	-	-	-	-	-	-
Secured Cargo Storage For Squads	Police	15,000	-	-	-	-	-	-	-	-	-	15,000
Ballistic Shield Replacement	Police	-	-	-	-	-	-	-	-	-	15,000	15,000
1 T Dump Truck	Street	-	-	-	-	-	-	87,000	-	87,000	-	174,000
Carbide Plow Cutting Edges	Street	-	-	4,000	-	-	4,500	-	-	5,000	-	13,500
Truck Tires	Street	14,000	-	-	-	18,000	-	-	-	20,000	-	52,000
Tire Changer	Street	-	-	-	-	-	-	-	-	-	-	-
Tool Box	Street	10,000	-	-	-	-	-	-	-	-	-	10,000
Tandem Dump Truck # 68-15 yrs.	Street	-	-	-	-	-	-	-	-	-	480,000	480,000
Paint Sprayer	Street	-	-	-	-	-	-	-	8,000	-	-	8,000
Pant Trailer	Street	-	-	-	-	-	-	-	-	5,000	-	5,000
1/2 T Pick-up Truck	Street	-	-	-	-	-	-	-	-	-	45,000	45,000
Compressor	Street	-	-	-	-	-	-	-	-	-	-	-
Dump Truck - Single Axle s/b replaced in 2018-may not pa	Street	-	-	-	-	-	-	-	-	-	250,000	250,000
Fork Lift	Street	-	-	40,000	-	-	-	-	-	-	-	40,000
14" Asphalt Planer	Street	-	-	18,000	-	-	-	-	-	-	-	18,000
Dump Truck - Single Axle-15 yrs.	Street	230,000	-	-	-	-	-	-	-	-	250,000	480,000
Dump Truck - Single Axle-15 yrs.	Street	230,000	-	20,000	-	-	-	-	-	-	235,000	485,000
Roller Trailer	Street	-	-	-	-	-	-	-	-	-	-	-
Water tank	Street	20,000	-	-	-	-	-	-	-	-	-	20,000
Asphalt Hot Box	Street	-	70,000	-	-	-	-	-	-	-	-	70,000
Front End Loader	Street	-	140,000	-	-	-	-	-	-	-	400,000	540,000
Snow Plow Attachment Loader	Street	-	-	24,000	-	-	-	-	-	-	-	24,000
1/2 T Pick-up Truck	Street	-	-	50,000	-	45,000	50,000	-	-	-	-	145,000
3/4 T Pick-up Truck	Street	-	-	-	50,000	-	-	-	-	-	-	50,000
Paving Roller	Street	-	-	-	35,000	-	-	-	-	-	40,000	75,000

Chipper	Street	-	-	-	-	50,000	-	-	-	-	-	50,000
Brine Maker	Street	-	-	-	-	-	16,000	-	-	-	-	16,000
Loader Backhoe	Street	-	-	-	-	-	160,000	-	-	-	-	160,000
3" Wheel Saw	Street	-	-	-	-	-	-	-	15,000	-	-	15,000
Aerial Lift Truck	Street	-	-	-	-	-	-	-	-	-	150,000	150,000
skid steer	Street	-	-	-	-	60,000	-	-	-	-	-	60,000
Snow Blower large	Street	-	-	-	-	-	-	-	-	-	183,000	183,000
Street Paver	Street	-	-	-	-	-	-	-	-	100,000	-	100,000
Tenant Sweeper	Street	-	-	-	-	-	-	30,000	-	-	-	30,000
Street Light replacement to LED	Street	-	-	220,000	-	-	-	-	-	-	-	220,000
Trail Snow Removal Equipment	Parks	-	85,000	-	-	-	-	-	-	-	-	85,000
Plow	Parks	7,300	-	-	-	-	-	-	-	-	-	7,300
Fertilizer Sprayer	Parks	-	-	60,000	-	-	-	-	-	-	-	60,000
1 T Dump Truck	Parks	-	-	-	-	-	-	87,000	83,000	-	-	170,000
Grounds Sweeper	Parks	-	-	-	-	-	-	-	-	41,000	-	41,000
3/4 T Pick-up Truck	Parks	-	-	-	50,000	-	-	60,000	-	50,000	-	160,000
48" Walk behind Mower	Parks	-	-	-	-	-	-	9,000	-	-	-	9,000
Skid steer	Parks	-	-	-	19,000	-	-	-	-	60,000	-	79,000
Skid steer Snow Blower & Broom attachments	Parks	-	-	-	-	-	-	-	-	16,000	-	16,000
Skid steer Trailer	Parks	-	-	-	-	-	-	-	-	-	12,500	12,500
Utility Mower Trailer 1	Parks	-	-	-	-	-	-	-	-	9,500	-	9,500
Utility Mower Trailer 2	Parks	-	-	-	-	-	-	-	-	9,500	-	9,500
Utility Vehicle	Parks	-	35,000	-	-	-	-	-	43,000	-	-	78,000
Diesel Mower 16'	Parks	120,000	-	-	-	-	-	-	-	-	-	120,000
60" Mower-Deism machine (Snow and Grass)	Parks	-	60,000	-	60,000	-	-	-	-	-	-	120,000
60" Rider Mower	Parks	13,000	-	-	-	-	-	-	-	-	-	13,000
Park Mini Van	Parks	-	-	45,000	-	8,000	-	-	-	-	-	53,000
Field Seeder	Parks	-	-	-	-	-	-	-	-	-	-	-
1/2 T Pick-up Truck	Parks	-	-	-	-	-	45,000	-	-	-	-	45,000
Mower 44"	Parks	8,000	-	-	-	-	-	-	-	-	-	8,000
Cushman	Parks	-	25,000	-	-	-	-	-	-	-	-	25,000
Ladder Truck	Fire	325,000	-	-	-	-	-	-	-	-	-	325,000
Total CEP		1,178,500	633,000	712,000	453,000	409,000	458,500	464,700	349,000	594,000	2,478,500	7,730,200

REVENUES

Utility Franchise/LGA allocation	657,500	417,000	447,651	487,400	373,000	402,428	450,000	300,000	550,000	2,417,500	6,502,479
Other Revenues	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	46,000	460,000
TOTAL REVENUES	703,500	463,000	493,651	533,400	419,000	448,428	496,000	346,000	596,000	2,463,500	6,962,479

(Use of Cash/Add to Cash

	(475,000)	(170,000)	(218,349)	80,400	10,000	(10,072)	31,300	(3,000)	2,000	(15,000)	(767,721)
	2022	2023	2024	2025	2026	2027	2028	2029	2030		

Current Cash Balance + Transfer

Projected Cash Balance	1,240,534	1,070,534	852,185	932,585	942,585	932,513	963,813	960,813	962,813	945,813
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PARKS

This cost center accounts for the improvement/maintenance expenses to the: Parks, Arena, Pool, and Dome



Capital Fund-Summary of Park Facilities (CEP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Arena	-	-	-	10,000	-	-	-	-	-	-	10,000
Dome	-	5,500	-	-	-	-	-	-	-	-	5,500
Pool	65,000	77,000	42,500	50,000	-	-	-	-	-	-	300,000
Total CEP	65,000	82,500	42,500	60,000	-	-	-	-	-	-	315,500
Arena	1,100,000	-	-	-	-	-	-	-	-	-	2,400,000
Dome	-	1,000,000	-	5,000	-	-	-	-	600,000	-	1,605,000
Parks	605,500	684,000	2,418,700	512,000	247,500	222,500	153,000	138,000	433,500	13,500	6,656,246
Total CIP	1,705,500	1,684,000	2,418,700	517,000	247,500	222,500	153,000	138,000	1,033,500	13,500	10,661,246
Total CEP/CEP	1,770,500	1,766,500	2,461,200	577,000	247,500	222,500	153,000	138,000	1,033,500	13,500	10,976,746
REVENUES											
Grants-Dakota Co, State, Met Council	-	-	1,955,200	-	-	-	-	-	-	-	2,928,246
Utility Franchise/LGA allocation	392,500	533,000	265,000	415,000	350,000	250,000	300,000	250,000	500,000	200,000	3,669,388
Other Revenues	1,007,800	54,000	54,000	54,000	59,000	59,000	59,000	59,000	59,000	59,000	1,577,800
Arena Funds	-	-	-	10,000	-	-	-	-	-	-	10,000
Dome Funds	-	1,005,500	-	5,000	-	-	-	-	600,000	-	1,610,500
Third Party Revenues-Donations/Grants	-	-	-	-	-	-	-	-	-	-	1,300,000
TOTAL REVENUES	1,400,300	1,592,500	2,274,200	484,000	409,000	309,000	359,000	309,000	1,159,000	259,000	11,095,934
(Use of Cash/Add to Cash)	(370,200)	(174,000)	(187,000)	(93,000)	161,500	86,500	206,000	171,000	125,500	245,500	119,188

Capital Fund-Arena (CEP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future Years	TOTAL ALL YEARS
Electric Ice Edger	-	-	-	-	-	-	-	-	-	-	-
Water Heater Replacement (2)	-	-	-	-	-	-	-	-	-	-	-
Bathroom dividers	-	-	-	-	-	-	-	-	-	-	-
Zamboni Batteries	-	-	-	10,000	-	-	-	-	-	-	10,000
Furnace	-	-	-	-	-	-	-	-	-	-	-
Dehumidification	-	-	-	-	-	-	-	-	-	-	-
Doors	-	-	-	-	-	-	-	-	-	-	-
Total CEP	-	-	-	10,000	-	-	-	-	-	-	10,000
Locker rooms and fitness center	500,000	-	-	-	-	-	-	-	-	-	500,000
Parking Lot	600,000	-	-	-	-	-	-	-	-	-	600,000
Arena future improvements savings	-	-	-	-	-	-	-	-	-	-	-
Total CIP	1,100,000	-	-	-	-	-	-	-	-	-	1,100,000
TOTAL CEP AND CIP	1,100,000	-	-	10,000	-	-	-	-	-	-	1,110,000
REVENUES											
Bonds	-	-	-	-	-	-	-	-	-	-	-
Utility Franchise/LGA allocation	150,000	100,000	100,000	150,000	100,000	150,000	200,000	150,000	100,000	100,000	1,300,000
Other Revenues	953,800	-	-	-	-	-	-	-	-	-	953,800
Arena Funds	-	-	-	10,000	-	-	-	-	-	-	10,000
Third Party Resources-Donations/Grant	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	1,103,800	100,000	100,000	160,000	100,000	150,000	200,000	150,000	100,000	100,000	2,263,800
(Use of Cash)/Add to Cash	3,800	100,000	100,000	150,000	100,000	150,000	200,000	150,000	100,000	100,000	1,153,800
Current Arena Cash (2020)											
Projected Cash	411,175	511,175	611,175	761,175	861,175	1,011,175	1,211,175	1,361,175	1,461,175	1,461,175	
Goal is 1,300,000											

Capital Fund-RAC-Dome (CEP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
VFD Motor Control	-	5,500	-	-	-	-	-	-	-	-	5,500
Lacrosse Goals	-	-	-	-	-	-	-	-	-	-	-
Controls	-	-	-	-	-	-	-	-	-	-	-
Total CEP	-	5,500	-	-	-	-	-	-	-	-	5,500
Turf	-	1,000,000	-	-	-	-	-	-	-	-	1,000,000
Roof	-	-	-	-	-	-	-	-	600,000	-	600,000
Lift	-	-	-	5,000	-	-	-	-	-	-	5,000
Lights	-	-	-	-	-	-	-	-	-	-	-
Total CIP	-	1,000,000	-	5,000	-	-	-	-	600,000	-	1,605,000
TOTAL CEP AND CIP	-	1,005,500	-	5,000	-	-	-	-	600,000	-	1,610,500
REVENUES											
Dome Funds	-	1,005,500	-	5,000	-	-	-	-	600,000	-	1,610,500
TOTAL REVENUES	-	1,005,500	-	5,000	-	-	-	-	600,000	-	1,610,500
(Use of Cash/Add to Cash)	-	(1,005,500)	-	(5,000)	-	-	-	-	-	-	-
Current Cash Balance (2020) Adjusted*											
Projected Cash balance	1,913,317	1,157,817	1,407,817	1,652,817	1,902,817	2,152,817	2,402,817	2,652,817	2,902,817	3,152,817	

Capital Fund-Pool (CEP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Bathroom dividers	-	3,000	-	-	-	-	-	-	-	-	3,000
Building Gutters	-	8,000	-	-	-	-	-	-	-	-	8,000
Chemical Probes (2)	-	700	-	-	-	-	-	-	-	-	700
Chlorine Switches	-	2,000	-	-	-	-	-	-	-	-	2,000
Landscaping @ Pool	-	2,500	-	-	-	-	-	-	-	-	2,500
Pool Vacuum	-	5,000	-	-	-	-	-	-	-	-	5,000
Water Heaters	15,000	-	-	-	-	-	-	-	-	-	15,000
Epoxy Floor Coat	-	-	-	-	-	-	-	-	-	-	40,000
Skimmer Grates	-	-	-	-	-	-	-	-	-	-	15,500
Strainer Housings (2)	-	-	-	-	-	-	-	-	-	-	10,000
Rehab/Replace Play Features	50,000	-	-	-	-	-	-	-	-	-	50,000
Re-plaster Pool	-	30,000	-	-	-	-	-	-	-	-	30,000
Chemical Pump	-	800	-	-	-	-	-	-	-	-	800
New Chlorinators (4)	-	6,000	-	-	-	-	-	-	-	-	6,000
New Manual Backwash System-smaller pool	-	8,000	-	-	-	-	-	-	-	-	8,000
Sealcoat and restripe parking lot	-	6,000	-	-	-	-	-	-	-	-	6,000
New Pool Deck Chairs	-	5,000	-	-	-	-	-	-	-	-	5,000
Repaint Building	-	-	12,500	-	-	-	-	-	-	-	12,500
Water Slide rehab	-	-	12,000	-	-	-	-	-	-	-	12,000
New Concession Equipment	-	-	5,000	-	-	-	-	-	-	-	5,000
Replace Sound System	-	-	2,500	-	-	-	-	-	-	-	2,500
Replace Eyewash Station	-	-	500	-	-	-	-	-	-	-	500
New Picnic Tables, Benches & Trash Receptacles	-	-	10,000	-	-	-	-	-	-	-	10,000
Add New Security	-	-	-	50,000	-	-	-	-	-	-	50,000
Total CEP	65,000	77,000	42,500	50,000	-	-	-	-	-	-	300,000

REVENUES

Utility Franchise/LGA allocation	65,000	77,000	65,000	65,000	-	-	-	-	-	-	272,000
Other Revenues	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	50,000.00
TOTAL REVENUES	70,000	82,000	70,000	70,000	5,000	5,000	5,000	5,000	5,000	5,000	322,000

(Use of Cash/Add to Cash

	5,000.00	5,000.00	27,500.00	20,000.00	5,000	5,000	5,000	5,000	5,000	5,000	22,000.0
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Current Cash (2020)

Projected Cash	267,158.00	272,158.00	299,658.00	319,658.00	324,658.00	329,658.00	334,658.00	339,658.00	344,658.00	349,658.00	
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STREET IMPROVEMENTS

This cost center accounts for the annual street improvement program.



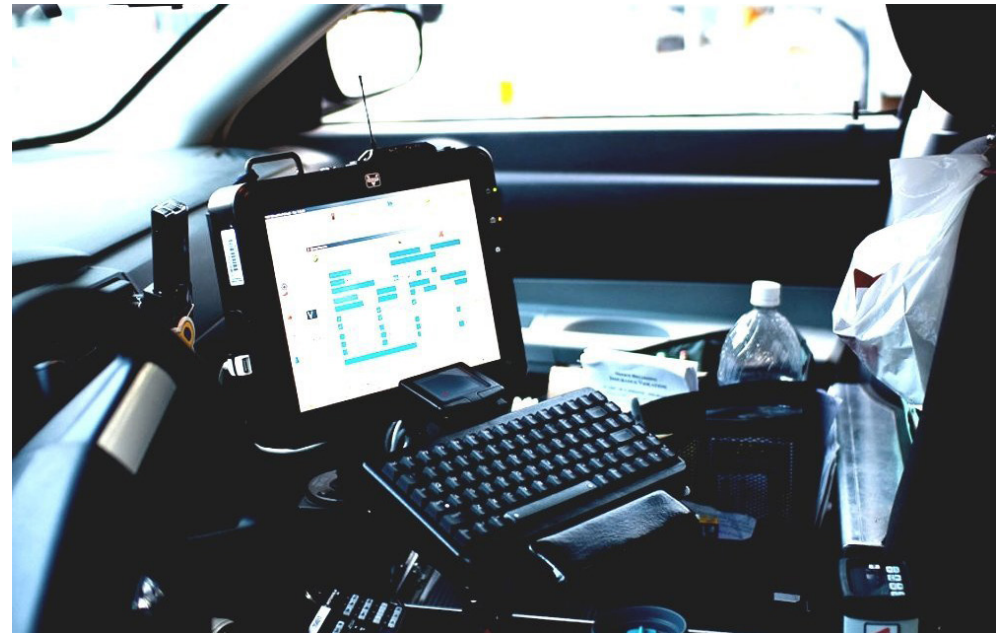
Capital Fund-Street Improvement	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Wentworth Improvements-Dakota County Project	-	-	-	-	-	-	-	-	-	-	-
Oakdale/Thompson Roundabout-Dakota County Project	353,250	-	-	-	-	-	-	-	-	-	353,250
Annual Street Project-2021-Moreland: From Delaware to Robert Street-reconstruction and utility work	-	-	-	-	-	-	-	-	-	-	-
Annual Street Project-2022-Crusader: From Bidwell to Robert street-reconstruction and utility work	1,290,000	-	-	-	-	-	-	-	-	-	1,290,000
Annual Street Project-2023-Shared Cost with St. Paul for Annapolis: From Delaware to Robert Street-includes sidewalks	-	3,260,000	-	-	-	-	-	-	-	-	3,260,000
Annual Street Project-2024-Shared Cost with St. Paul for Annapolis: From Robert to Waterloo	-	-	2,640,000	-	-	-	-	-	-	-	2,640,000
Annual Street Project-2025-Delaware: Dodd to Hwy 62 (12/5% our share)	-	-	-	3,190,000	-	-	-	-	-	-	3,190,000

Annual Street Project-2026-Emerson: From Delaware to Charlton		-	-	-	-	3,280,000	-	-	-	-	-	3,280,000
Annual Street Project-2027-Bernard: Stryker to Waterloo		-	-	-	-	-	1,760,000	-	-	-	-	1,760,000
Annual Street Project-2028-Lothenbach: From Robert to Oakdale		-	-	-	-	-	-	2,190,000	-	-	-	2,190,000
Annual Street Project-2029-Haskell-Charlton to Waterloo		-	-	-	-	-	-	-	4,000,000	-	-	4,000,000
Annual Street Project-2030-Dodd-Smith to St. Paul		-	-	-	-	-	-	-	-	2,000,000	-	2,000,000
Delaware-Reconstruct (County)		-	150,000	250,000	850,000	-	-	-	-	-	-	1,250,000
Marie Mill/Overlay Alley		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
Total CIP		1,643,250	3,410,000	2,890,000	4,040,000	3,280,000	1,760,000	2,190,000	4,000,000	2,000,000	15,659,611	40,872,861
TOTAL CEP AND CIP		1,643,250	3,410,000	2,890,000	4,040,000	3,280,000	1,760,000	2,190,000	4,000,000	2,000,000	15,659,611	40,872,861
REVENUES												
Federal Funds (Oakdale/Thompson Roundab		-	-	178,750	1,480,250	-	-	-	-	-	-	1,659,000
State Aid-Street main. MSA		-	1,440,000	1,350,000	-	2,000,000	700,000	900,000	1,500,000	1,000,000	-	8,890,000
Special Assessments		322,500	81,500	132,000	239,250	328,000	220,000	328,500	700,000	-	3,131,922	5,483,672
Special Sales Tax Revenue		1,313,000	1,326,130	1,339,391	1,352,785	1,366,313	1,379,976	1,393,776	1,407,714	1,421,791	13,659,611	25,960,487
TOTAL REVENUES		1,635,500	2,847,630	3,000,141	3,072,285	3,694,313	2,299,976	2,622,276	3,607,714	2,421,791	16,791,533	41,993,160
(Use of Cash/Add to Cash		(7,750)	(562,370)	110,141	(967,715)	414,313	539,976	432,276	(392,286)	421,791	1,131,922	1,120,299
Beginning Cash flow	1,940,000.00	572,250.00	9,880.00	120,021.30	(847,693.49)	(433,380.42)	106,595.77	538,871.73	146,585.45	568,376.30	1,278,507.65	

Capital Fund-Local Streets (CIP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Annual Street Pavement Plan for local Streets	-	-	-	-	-	-	-	-	-	-	-
Total CIP	-	-	-	-	-	-	-	-	-	-	-
TOTAL CEP AND CIP	-	-	-	-	-	-	-	-	-	-	-
REVENUES											
Special Assessments	-	-	-	-	-	-	-	-	-	-	-
Levy	306,000	312,120	318,362	324,730	331,224	337,849	344,606	351,498	358,528	365,698	3,350,615
TOTAL REVENUES	306,000	312,120	318,362	324,730	331,224	337,849	344,606	351,498	358,528	365,698	3,350,615
(Use of Cash/Add to Cash	306,000	312,120	318,362	324,730	331,224	337,849	344,606	351,498	358,528	365,698	3,350,615
Beginning Cash flow + Transfer	1,053,817	1,365,937	1,684,299	2,009,029	2,340,253	2,678,102	3,022,708	3,374,206	3,732,733	3,739,904	
Projected Year End Balance											

TECHNOLOGY

This cost center accounts for the annual technology replacements.



Capital Fund- Technology (CEP)	Department	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Annual PC & Laptop replacement	Various	24,000	20,000	20,000	29,000	25,000	25,000	29,000	25,000	25,000	-	222,000
Fiber Improvements	City-Wide	10,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	170,000
Security Cameras	Various	30,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	-	78,000
Switch	City-Wide	-	12,000	12,000	-	-	12,000	12,000	12,000	12,000	12,000	84,000
Wireless Access Points	City-Wide	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	36,000
Dakota Broadband INET	City-Wide	-	-	-	-	-	-	-	-	-	-	-
Council Chamber Retro Fit	Admin	-	40,000	-	-	-	-	-	-	-	-	40,000
Server Replacement	IT	-	-	-	200,000	-	-	-	-	200,000	-	400,000
Phone System	City-Wide	-	-	-	-	125,000	-	-	-	-	-	125,000
Dedicated Video Storage	Police/PW	-	-	-	-	25,000	-	-	-	-	25,000	50,000
Network switches	City-Wide	-	-	-	-	-	-	-	-	-	-	-
SQL Server Version Upgrade	City-Wide	-	30,000	-	-	-	-	-	-	-	-	30,000
Data Center Licensing	City-Wide	7,619	7,619	-	-	-	-	-	-	-	-	15,238
Petrolane	Public Worl	6,000	-	-	-	-	6,000	-	-	-	-	12,000
HVAC software	Public Worl	18,000	-	-	-	-	-	-	-	-	25,000	43,000
Digital signage for conference room	City-Wide	-	2,500	-	-	-	-	-	3,000	-	-	5,500
Badge Printer	City-Wide	2,500	-	-	-	-	-	3,000	-	-	-	5,500
Digital signage for Marketing in City Facilities	City-Wide	-	4,000	3,000	2,000	-	-	-	-	3,000	7,000	19,000
Plotter Printer	Engineering	3,000	-	-	-	-	-	4,000	-	-	-	7,000
Portable Projector and Screen	City Wide	3,000	-	-	-	2,000	-	-	-	-	4,000	9,000
Public self check out kiosk	City Wide	-	-	2,500	-	-	2,800	-	-	3,000	-	8,300
SCADA upgrade	Public Worl	-	10,000	-	-	-	-	-	-	-	-	10,000
Total CEP		108,119	156,119	67,500	261,000	207,000	75,800	78,000	70,000	273,000	73,000	1,262,238

REVENUES

Utility Franchise/LGA allocation	100,000	175,000	100,000	200,000	200,000	95,000	100,000	100,000	200,000	200,000	55,000	1,325,000
Other Revenues	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000
TOTAL REVENUES	102,000	177,000	102,000	202,000	202,000	97,000	102,000	102,000	202,000	202,000	57,000	1,345,000

(Use of Cash/Add to Cash)

	(6,119)	20,881	34,500	(59,000)	(5,000)	21,200	24,000	32,000	(71,000)	(16,000)	82,762
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	

Current Cash Balance

Projected Cash	214,360	235,241	269,741	210,741	205,741	226,941	250,941	282,941	211,941	195,941
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PED-SIDEWALK/TRAILS

This cost center accounts for pedestrian sidewalks and trails.



Capital Fund-Sidewalks-Trails (PED plan) (CIP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years
Total CEP	-	-	-	-	-	-	-	-	-	-
River to River Grade Separated Crossing	-	-	-	-	-	-	-	-	-	-
Marthaler Trailhead	-	-	-	-	-	-	-	-	-	-
Moreland	-	-	-	-	-	-	-	-	-	-
Crusader (sidewalk)\Bidwell Sidewalk	400,000	-	-	-	-	-	-	-	-	-
Bidwell (Safe Routes)-sidewalk	350,000	-	-	-	-	-	-	-	-	-
Annapolis	-	-	400,000	-	-	-	-	-	-	-
Delaware	-	-	-	-	-	-	-	-	-	-
Emerson	-	-	-	-	1,500,000	-	-	-	-	-
Thompson Ave/County Rd 6: 2/3 mile dual trail. Viable route for bicyclists and pedestrians travelling from South St. Paul to the center of the Robert St commercial Corridor. (Dakota County led project.)	-	-	-	-	-	-	-	-	-	-
Oakdale Ave/CSAH 73: .6 mile dual gap extends from Wentworth (the River to River Greenway) to Butler Ave. (Dakota County led project.)	-	410,925	-	-	-	-	-	-	-	-
Butler Ave/CR 4: .2 mile dual gap extends from Dodd to Smith St. (Dakota County Led Project)	-	-	-	-	-	135,000	-	-	-	-
Butler Ave/CR 4-Thompson Park: .9 mile dual gap extends from Sperl St to Concord St (TH 156). (Dakota County led project.)	-	-	-	-	-	150,000	-	-	-	-
Mendota Rd/CSAH 14: 1/2 mile gap extends from Robert St (TH 952) to Oakdale Ave (CSAH 73). (Dakota County led project.)	-	-	-	-	-	-	-	300,000	-	-
Lothenbach	-	-	-	-	-	-	470,000	-	-	-
Haskell	-	-	-	-	-	-	-	-	690,000	-
Dodd to Smith/St Paul	-	-	-	-	-	-	-	-	135,000	-
Total CIP	750,000	410,925	400,000	-	1,500,000	285,000	470,000	300,000	825,000	-
TOTAL CEP AND CIP	750,000	410,925	400,000	-	1,500,000	285,000	470,000	300,000	825,000	-
REVENUES										
Grants-Dakota Co, State, Met Council										
Levy Requirement	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Special Assessments	-	-	-	-	-	-	-	-	-	-
Abatement	-	-	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-
TOTAL REVENUES	500,000.00	500,000.00	540,000.00	540,000.00	540,000.00	540,000.00	540,000.00	540,000.00	540,000.00	500,000.00
(Use of Cash/Add to Cash)	(250,000)	89,075	140,000	540,000	(960,000)	255,000	70,000	240,000	(285,000)	500,000
Cash flow	105,000	194,075	334,075	874,075	(85,925)	169,075	239,075	479,075	194,075	694,075

UTILITY FUNDS

This cost center accounts for the Sewer and Storm water funds.



Capital Fund-Sewer (CEP)	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Jet Truck Hose	3,900	-	4,100	-	-	-	-	-	-	-	8,000
1/2 Ton Pickup	-	-	-	-	-	-	-	-	-	-	-
Camera trailer/Van instead of trailer	-	-	-	-	-	-	-	-	-	-	-
Generator 50kW	-	-	-	-	70,000	-	-	-	90,000	-	160,000
1 Ton Pickup Truck	55,000	-	-	-	-	60,000	-	-	-	-	115,000
Jet Rodder Truck/Jet-Vactor	-	-	-	550,000	-	-	-	-	-	-	550,000
1/2 Ton Pickup Truck	-	-	-	-	-	-	-	45,000	-	-	45,000
Generator 300dW	-	-	-	-	-	-	-	-	-	120,000	120,000
Lift Station 3 Motors and Pumps	-	-	-	-	-	-	-	-	-	30,000	30,000
Generator 150kW	-	-	-	-	-	-	-	-	-	200,000	200,000
Vehicle	-	-	-	-	-	-	-	27,000	-	-	27,000
Sewer pump trailer	-	-	-	-	-	-	-	-	-	4,500.00	4,500
Total CEP	58,900	-	4,100	550,000	70,000	60,000	-	72,000	90,000	354,500	1,259,500
Lift station 1	-	-	-	-	-	-	-	-	-	-	-
Lift Station 4 Force main Replacement	900,000	-	-	-	-	-	-	-	-	-	900,000
Lift Station 2 Upgrade & Force main	-	-	-	-	-	-	-	-	-	-	-
Lift Station 3 and Force main	475,000	-	-	-	-	-	-	-	-	-	475,000
Force main 6 Replacement	475,000	-	-	-	-	-	-	-	-	-	475,000
Lift Station 4	1,100,000	-	-	-	-	-	-	-	-	-	1,100,000
Sanitary Sewer for Delaware Ave Recon.	200,000	-	-	-	-	-	-	-	-	-	200,000
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
Total CIP	3,150,000	-	-	-	-	-	-	-	-	-	3,150,000
TOTAL CEP AND CIP	3,208,900	-	4,100	550,000	70,000	60,000	-	72,000	90,000	354,500	4,409,500
REVENUES											
Bonds	1,054,095	-	-	-	-	-	-	-	-	-	1,054,095
CRA Fund (Federal)	2,095,905	-	-	-	-	-	-	-	-	-	2,095,905
Sewer Funds	58,900	-	4,100	550,000	70,000	60,000	-	72,000	90,000	354,500	1,259,500
TOTAL REVENUES	3,208,900	-	4,100	550,000	70,000	60,000	-	72,000	90,000	354,500	4,409,500
(Use of Cash/Add to Cash	-	-	-	-	-	-	-	-	-	-	-

Capital Fund-Storm (CEP)	Department	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031 and future years	TOTAL ALL YEARS
Street Sweeper		-	260,000	-	-	-	-	-	-	-	-	260,000
Total CEP		-	260,000	-	-	-	-	-	-	-	-	260,000
Oak view Drainage Swale Improvements		150,000	-	-	-	-	-	-	-	-	-	150,000
Storm water Pond Cleaning		-	-	210,000	-	-	220,500	-	-	231,525	-	662,025
Total CIP		150,000	-	210,000	-	-	220,500	-	-	231,525	-	812,025
TOTAL CEP AND CIP		150,000	260,000	210,000	-	-	220,500	-	-	231,525	-	1,072,025
REVENUES												
Storm Water Funds		-	260,000	210,000	-	-	220,500	-	-	231,525	-	922,025
TOTAL REVENUES		-	260,000	210,000	-	-	220,500	-	-	231,525	-	922,025
(Use of Cash/Add to Cash		(150,000.00)	-	-	-	-	-	-	-	-	-	(150,000.00)

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MASTER PLANNING DOCUMENTS & DEFINITIONS

City Council-approved plans that impact the CEP-CIP



CIP Plans and Definitions

- 2040 Comprehensive Plan; Approved 9/15/2019
Every ten years the Metropolitan Council requires cities within the seven metro Counties to update their Comprehensive Land Use Plans. Major elements of these plans include Land Use, Transportation, Water Resources, Parks & Trails, Housing, Resilience, and Economic Competitiveness. These plans guide how the community will develop or redevelop during the subsequent decade.
- Housing Plan; Received 8/12/2019
The plan serves to initiate and provide housing strategies, best practices, and recommendations to advance local initiatives and catalyze conversations and partnerships to address key housing goals/issues throughout the City. It explores alternatives for residential reinvestment and identifies goals to establish a vision intended to maintain and improve the community housing stock.
- Pavement Management Plan; Approved 7/23/2018
The City is responsible for the maintenance of approximately xx miles of local roadways and xx miles of alleys. The PMP creates a ranking of priority and cost estimates for major maintenance (mill/overlay or reconstruction) of roadways within the community based upon their pavement condition index (PCI).
- Marthaler Park Master Plan; Received 7/16/2018
Originally created in 2001 the Master Plan for this community scale park has been revisioned to enhance the value of this important asset to the community. It is a multi- facility plan including trails, playgrounds, sledding, tennis, and other amenities.
- ADA Transition Plan; Approved 4/23/2018
The Transition Plan for Public Right of Way is a document that includes a detailed review of the City's existing pedestrian infrastructure within city right of way and outlines a long-term transition plan for how to achieve full compliance with the ADA regulations of this existing infrastructure. Historically, the city has reviewed these on a project-by-project basis. The county and state are responsible for plans in their respective right of way within West St. Paul.

- Smith-Dodd Small Area Plan; Approved 10/23/2017

In 2009, five entities joined in collaboration to lead the Smith Avenue Revitalization Initiative: the Riverview Economic Development Association (REDA), the Neighborhood Development Alliance (NeDA), West Side Citizens Organization (WSCO), City of Saint Paul's Department of Planning and Economic Development (PED) and City of West Saint Paul. Together they set objectives and strategies for the economic, environmental and physical future of the Smith Avenue corridor, which stretches from Dodd Road in West Saint Paul north to the High Bridge in Saint Paul. The Smith Avenue Revitalization Plan (SARP) recommends a variety of action steps for the Smith Avenue corridor to guide its ongoing and future use and redevelopment. The revitalization plan includes the intersection of Smith Avenue South and Dodd Road. This intersection is located five blocks from the Mendota Heights border to the west, and two blocks from the Saint Paul border to the north.

The City completed a small area plan (subset of the larger effort) which includes identification of planning priorities in the following areas:

- ☑ Future land use
- ☑ Building type, placement, parking and landscaping
- ☑ Streetscape and park improvements
- ☑ Realignment of the Smith/Dodd intersection
- ☑ Redevelopment of the city-owned parcel at 1010 Dodd Road
- ☑ Traffic softening on the adjacent Manomin Avenue
- ☑ Bicycle traffic

- Garlough Park Master Plan; Received 8/28/2017

This report assesses the feasibility of constructing a regional trail which meets Dakota County Regional Greenway Trail Standards and passes through both Garlough Park and Marthaler Park, ending at the corner of Humboldt Avenue and Wentworth Avenue. The intent of this trail segment is to connect with other local trails, a planned regional trail, public and recreational facilities, local businesses, public transportation, and surrounding residential neighborhoods.

- Renaissance Plan; Received 6/21/2017

This Robert Street area plan is intended to guide future development of public and private spaces along the 2.5 mile mixed use corridor as an update of the original 2001 plan.

- Sports Complex Master Plan; Received 5/18/2017

The Sports Complex is primarily a community athletic complex. The Master Plan is intended to guide redevelopment of the existing resources. This redevelopment has been occurring and likely will be completed during the timeframe of the 2021 Capital Improvements Plan.

- R2R Master Plan; Received 7/13/2015
This Dakota County regional trail way plan was developed in collaboration with Mendota Heights and West and South St. Paul. The Plan provides recommendations to improve the existing trail, including signage, design improvements, interpretive themes, gateways, as well as crossing recommendations.
- Emerald Ash Borer Management Plan, Approved 1/15/2015
The EAB Management Plan was developed to provide a strategy on how best to deal with the Ash Tree infestation projected to dramatically affect Ash tree inventory throughout the state of Minnesota. Included are treatment, removal and replacement strategies, initially over a ten-year period.
- Pedestrian and Bicycle Plan, Approved 12/12/2011
This Pedestrian and Bicycle Master Plan is a tool to guide the long-term efforts (25 years or more) to physical projects, programs and policies that will support walking and biking in West St. Paul to encourage healthy, active living and provide transportation choices.

To: **Mayor and City Council**
Through: **Nate Burkett, City Manager**
From: **Dan Nowicki, Marketing and Communications Manager**
Date: **August 9, 2021**

Future OCWS Setting Discussion

BACKGROUND INFORMATION:

Prior to the pandemic, the City of West St. Paul conducted Open Council Work Sessions in the Lobby Conference Room. This setting allowed for less formal round-table type discussions, face-to-face interaction, and an atmosphere more conducive to exploring ideas that may not be ready to bring to the dais for official action. As the name suggests, these meetings were open to the public. However, they were not broadcast live or video recorded. Members of the public would regularly attend these meetings and the City Clerk would record the audio for their records.

With the onset of COVID-19, and after a period of not holding OCWS, the virtual OCWS was born. In lieu of a physical space for transparency, staff worked out a system with Townsquare TV to broadcast these meetings on television and stream online, thus allowing the public to watch the OCWS from home.

While we were eventually able to move back to in person meetings, we felt it best to continue to broadcast OCWS meetings as a way for the public to watch if they could not come to City Hall or didn't feel safe in public settings. In order to accomplish this, the OCWS were relocated to the chambers where cameras were ready to broadcast.

However, this formal setting with the council at the dais has the feel of a regular City Council Meeting which some feel hinders the exploration of ideas and open conversation. Staff was asked to explore options on how to get back to the previous atmosphere of OCWS. Options are below.

Option 1: Full Lobby Conference Investment

Room: Lobby Conference Room

Transparency: Full broadcast production quality – Live broadcast, stream and on-demand video.

Overview: Essentially all the tech currently in the council chambers would be added to the Lobby Conference room. Articulating cameras, gooseneck mics, etc. but sitting at the roundtable. Townsquare TV would direct the production from the media room.

Cost: See attachment: ~\$54,000 with 3 Cameras (Which Townsquare Recommends) or ~\$43,000 with 2 cameras (production would be significantly diminished with fewer angles and more panning and tilting)

Pros: Top notch production quality in the ideal setting. Room is ready for other broadcast uses.

Cons: Highest cost

Option 2: Lobby Conference – Non-Broadcast Quality Video

Room: Lobby Conference

Transparency: Significantly less production value – only a single wide shot webcam for the entire meeting with a few omni-directional mics catching all audio.

Overview: Townsquare would not be producing this option as it is not up to their production standards. It's basically bare bones. No live TV broadcast. Recording would be available the day after the meeting through WSP's website. No close shots of subjects talking, just a single shot of the room.

Cost: ~\$1,000 - 2,000

Pros: Back to lobby conference room – Cheap

Cons: No live broadcast, no graphics, no close ups, diminished audio. Essentially, staff will start a webcam to capture the meeting and post the video the next day.

Option 3: Lobby Conference – No Video (audio only)

Room: Lobby Conference

Transparency: Audio only

Overview: Back in the Lobby Conference Room. The clerk will use a recorder to capture audio and upload it on the website the following day. No video, but still open to the public

Cost: \$0

Pros: Zero cost, no installation necessary.

Cons: No video

Option 4: Stay the Course

Room: Council Chambers

Transparency: Full broadcast production quality – Live broadcast, stream and on-demand video.

Overview: Continue to do OCWS as we have for the last few months. Council and staff at the dais.

Cost: \$0

Pros: No Cost – Excellent production quality, live and on-demand video

Cons: Setting is not ideal for conversation and feels too formal for exploring ideas and back and forth organic discussion.

Option 5: Council Chambers in the Audience

Room: Council Chambers

Transparency: Full broadcast production quality – Live broadcast, stream and on-demand video.

Overview: This option uses the cameras that are currently in the chambers, however, due to limited space will need to take up a portion of the chamber's audience in front of the lectern. This means the OCWS will have to end with enough time for staff to break down the tables, remove the mics, move a mixer and set up additional chairs before the council meeting can begin. This will also add to the clutter in the chambers as all of that hardware would need to stay off to the side. Also, with moving pieces, replacement will have to be done more frequently and staff will need to be trained.

Cost: \$8,000 - \$10,000

Pros: Round table discussion setting. Don't need additional cameras in another room.

Cons: Lots of moving pieces by staff means more technical difficulties and wear and tear. Set up and breakdown time by staff. OCWS will have to end ~20 minutes before Council Meeting begins. Audience intrusion. Still a significant cost.

It is worth noting the IT Department had planned to spend about \$40,000 for Council Meeting technology replacements/upgrades (PC, monitors, controller, speakers, and runs) in 2023. With the upcoming City Hall Administration remodel plans, staff could work OCWS needs into the remodeling budget to make changes this year and delay the planned tech upgrades until 2025.

STAFF RECOMMENDATION:

Discuss options and give staff direction to begin making accommodations for future OCWS.

PROPOSAL

Front Lobby Conference Room

City of West St. Paul

1616 Humboldt Ave
West St. Paul, Minnesota 55118 USA

Revision: 0
Modified: 7/29/2021



Presented By:

Advanced Systems Integration, LLC

Quote provided by:

Brandon Carleton

763-732-2053 (mobile)

952-392-8903 (main office)

brandon.carleton@asi-mn.com



SCOPE OF WORK

Local Video

ASI will remove the wall mounted short throw projector, screen, and video cabling from the room. The owner furnished Samsung UN85TU8000 Display will be mounted in the same location. The owner furnished Logitech Rally Camera will be installed on top of the display. The field of view will be adjusted on the camera once installation is complete so the room is properly filled when sending video to the far end. An HDMI wall plate will be installed directly below the display. A Liberty 15' HDMI cable has been provided for laptop inputs.

Broadcast Video

ASI will install three (3) Panasonic AW-UE150 PTZ camera's and wall mounts in the conference room. Location to be verified with Town Square TV prior to installation. All cabling will run back to the video head end located in the council chambers. Client to provide cable path as required for cabling. Town Square TV will provide one SDI output that will feed back into the conference room that will be converted to USB for video conference applications.

Audio

There will be two (2) Innovox Flex Focus vertical speakers wall mounted on both sides of the display that will be used for presentation audio and video conference far end audio. The tables in the room need to stay mobile. ASI has provided two (2) Shure XLR to Dante audio devices that will be mounted under two different tables. Each Shure box has the ability to plug in four (4) Audio Technica MicroLine microphones. Two 25' CAT6 patch cords have been provided to use with the Shure boxes. They will plug into the wall plate directly below the display. This system will also have the ability to send audio and receive audio from the council chambers along with future captioning.

Client will be responsible for providing and installing 110V duplex outlet behind the display location. ASI will install a fan into the side of the cabinet to help with heat dissipation.

* Price Includes Accessories

3	Advanced Systems Integration Misc Parts ASI553-WQ622858 (2 Gang Custom Plate)	\$745.24
8	Audio Technica AT8699R Microphone Desk Stand with Switch	\$956.32
8	Audio Technica ES925ML15/XLR 15" MicroLine Condenser Gooseneck Microphone	\$2,448.24
1	Biamp Systems TesiraFORTEX 1600 Meeting Room DSP With 4 Integrated Poe+ Ports. AVB & Dante, 2X2 Analog I/O, Stereo USB And 16 Channels Of AEC. Includes Biamp Launch Automatic Discovery And Tuning	\$3,333.33
1	Innovox Audio FPV2 7585 75" - 85" 2 channel vertical video display loudspeaker non-powered (Priced and sold as pairs)	\$1,106.90
2	Leviton eXtreme Cat6 UTP Jack - White White eXtreme Cat6 Quickport Jack - Individual	\$15.20
1	Leviton Surface-Mount QuickPort Box, 2 Ports - White Surface-Mount QuickPort Box, 2-Port, White	\$2.69
2	Liberty AV Solutions PC6B003BK 3' LAN solution Category 6 U/UTP pre-made patch cable	\$4.76
2	Liberty AV Solutions PC6B025BK 25' LAN solution Category 6 U/UTP pre-made patch cable	\$18.72
100	Liberty Wire and Cable 24-4P-P-L6-EN-BLK Black Category 6 U/UTP EN series 23 AWG 4 pair unshielded cable	\$40.00
1	Liberty Wire and Cable M2-HDSEM-M-15F 15' Reduced Profile flexible HDMI Patching Cables with High Retention	\$14.00
1	Logitech 939-001799 10M SuperSpeed USB 10 Gbps cable	\$229.89
1	Logitech Rally Cam {Owner Furnished} - Premium PTZ camera with Ultra-HD imaging system and automatic camera control	
1	Middle Atlantic QFAN 4-1/2 QUIET FAN WITH GUAR	\$66.09
1	Neutrik NAHDMI-W-B HDMI feedthrough adapter, black D-shape housin	\$15.52
1	Osprey VB-USL USB Video Capture	\$364.00

* Price Includes Accessories

3	Panasonic AW-UE150WPJ UHD 4K 20x PTZ Camera (White)	\$33,316.68
1	Powersoft Mezzo 322 AD 2 Channel Compact Install Amplifier with Dantetm/AES67	\$756.32
2	Shure ANI4OUT-XLR 4-Output, XLR connectors, Mic/Line Dante™ Audio Network Interface with PEQ and Audio Summing	\$908.04
1	Startech USB3AAEXT5M 5m USB 3.0 Active Extension Cable - M/F	\$76.28
3	Vaddio 535-2000-223 Wall Mount Bracket For H700 HE120/130	\$668.91

Conference Room Total

\$45,087.13

Project Subtotal:

\$45,087.13

Shipping:

1	Shipping	\$357.00	\$357.00
1	Shipping	\$222.00	\$222.00
Shipping Total:			\$579.00

* Price Includes Accessories

PROJECT SUMMARY

Equipment:	\$45,087.13
Labor:	\$8,235.84
Shipping:	\$579.00

Grand Total: **\$53,901.97**

Client: James Grommersch

Date

Contractor: Advanced Systems Integration, LLC
TS683832

Date