

Falcon Heights City Council Workshop

**City Hall
2077 W. Larpenteur Ave
Falcon Heights MN 55113**

**Workshop Agenda
October 7, 2009
6:30 p.m.**

- 1. 2010 Enterprise and Special Revenue Funds Budget**
- 2. Ramsey County Election Services Contract Discussion**

TO: Mayor Lindstrom, Council members Harris, Kuettel, Long, and Mercer-Taylor

FROM: Justin Miller, City Administrator

Re: 2009 Enterprise and Special Revenue Fund Budgets

Explanation:

The City of Falcon Heights has several enterprise and special revenue funds. The proposed 2010 budgets and rate structures are discussed below:

Sanitary Sewer

Rates paid into this fund pay for our sanitary sewer infrastructure as well as fees we are charged by the Metropolitan Council Environmental Services (MCES) to treat wastewater produced in our city. For 2010, MCES will be increasing our rates by roughly 14%. Staff is recommending that a greater percentage of staff compensation be allocated to this account to better reflect responsibilities and to ease pressure on the general fund. Further, staff recommends that any scheduled transfer to offset deficits in the 2009 and 2010 general fund budgets come from this fund because of tax-exempt properties paying sanitary sewer charges, where they do not pay into other funds. The proposed rate for 2010 is \$55.50/quarter (\$18.50/month), a \$2.50/month increase over the 2009 rate. Anything less than this new rate will result in the fund not covering expenses for 2010. The attached chart shows that even with a \$2.50/month increase to \$18.50/month, our rate is still in the lower quarter of rates in the metropolitan area.

Storm Sewer

Rates collected in this fund pay for the storm sewer infrastructure, which conveys our stormwater to area lakes, rivers and streams. Payments to suppliers are decreasing due to the fact that we now use existing staff and equipment to sweep our streets. Staff is recommending no change in the storm sewer rates for 2010 (\$16.75/quarter, \$5.58/month). Keeping this rate constant will most likely lower our position as compared to other cities' rates in the metropolitan area (chart attached).

Streetlight Utility

New in 2010 is a proposed streetlight utility. These expenses have historically been paid out of the general fund, but due to budget pressures staff is proposing

to move these costs into a separate fund. The money collected in this fund will be used to pay for electricity and routine maintenance expenses associated with the streetlights that are in place throughout the community. The fee would appear as a separate charge on water bills provided by St. Paul Regional Water Services. This fee can be structured in numerous ways, and below are two examples:

Example #1	Monthly Rate	Annual Revenue
Residential Customers (1180 accounts)	\$2.00/month flat fee	\$28,320
Commercial Accounts (55 accounts)	\$18/month flat fee	\$11,880
Total Revenue		\$40,200

Example #2	Monthly Rate	Annual Revenue
Residential Customers (1180 accounts)	\$2.00/month flat fee	\$28,320
Commercial Accounts (56,934 lineal feet of street frontage)	\$.02/lineal foot of frontage	\$13,664
Total Revenue		\$41,984

Water Fund

This fund pays for improvements to the city's water distribution system that are our responsibility, such as hydrant replacements. The rates were increased for the first time in many years in 2009, and staff is proposing no change for 2010 (6% of overall water bill).

Rate Summary

	2009 Rate	Proposed 2010 Rate	Impact
Sanitary Sewer	\$48/quarter \$16/month	\$54/quarter \$18/month	\$6/quarter increase \$2/month increase
Storm Sewer	\$16.75/quarter \$5.58/month	\$16.75/quarter \$5.58/month	\$0/quarter increase \$0/month increase
Streetlight Utility	N/A	\$2/month	\$24 annual fee
Water Utility	6% of water bill	6% of water bill	\$0 increase

Other Funds:

Park Programs

This fund is responsible for the park and recreation programs that the city offers. Reflected in the budget is an increase in revenues due to increased program fees. Fees are evaluated each year to ensure that our rates are similar to programs in neighboring cities.

Community Garden

The revenues in this fund derive from plot rental fees that gardeners are charged each year. The proposed fee for 2010 is unchanged (\$25).

Recycling

This fund is used to pay Waste Management for recycling services provided in the city. Revenues generated from grants and quarterly billings are deposited into this account. 2010 is the final year of the Waste Management contract, and it is expected that rates will increase in 2011 due to the fact that our existing contract's price has remained flat for at least five years.

Community/Economic Development

In the case of special projects that require outside consultant assistance, this fund is used. No major projects are anticipated at this time, but money is budgeted out of the fund's reserves in case the need arises.

Citizen Corps Grants

These funds track the revenues and expenses associated with the grants we receive to conduct our CERT activities. One grant expires in March 2010, and another one expires in March 2011.

ENTERPRISE FUNDS

SANITARY SEWER (601)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2007	ACTUAL 2008	BUDGET 2009	ESTIMATED 2009	BUDGET 2010	COMPARE 2010 BUDGET TO 2009 BUDGET	COMPARE 2010 BUDGET TO ESTIMATED 2009
REVENUES:								
<i>CHARGES FOR SERVICES</i>								
34180	SANITARY SEWER CHARGES	582,844	674,211	704,022	704,022	814,060	15.6%	15.6%
34181	SANITARY SEWER PENALTIES	0	0	0	0	0		
34183	OTHER CHARGES	0	0	0	0	0		
34192	SAC CHARGES	0	0	0	0	0		
36100	SPECIAL ASSESSMENTS	0	0	0	0	0		
	TOTAL CHARGES FOR SERVICES	582,844	674,211	704,022	704,022	814,060	15.6%	15.6%
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	68,514	59,745	40,000	60,000	40,000	0.0%	-33.3%
36213	LOAN INTEREST	0	0	0	0	0		
36214	CHANGE IN FAIR VALUE OF I	14,618	6,559	0	0	0		
36400	MISCELLANEOUS	0	0	0	0	0		
	TOTAL MISCELLANEOUS	83,133	66,304	40,000	60,000	40,000	0.0%	-33.3%
	TOTAL REVENUES	665,977	740,515	744,022	764,022	854,060	14.8%	11.8%
<i>OTHER FINANCING SOURCES</i>								
25315	CONTRIBUTED CAPITAL	0	0	0	0	0		
39200	TRANSFERS	0	0	0	0	0		
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0		
	TOTAL REVENUES & OTHER FINANCING SOURCES	665,977	740,515	744,022	764,022	854,060	14.8%	11.8%
EXPENSES:								
<i>COMPENSATION</i>								
60100	REGULAR SALARIES	45,012	49,215	61,700	56,060	70,900	14.9%	26.5%
60520	PART-TIME EMPLOYEES	626	2,615	2,500	2,500	3,000	20.0%	20.0%
64011	PERA CONTRIBUTIONS	2,776	3,197	4,200	3,800	5,000	19.0%	31.6%
64012	FICA CONTRIBUTIONS	3,431	3,659	4,950	4,500	5,700	15.2%	26.7%
64031	HOSPITALIZATION	8,342	9,594	12,390	11,600	14,400	16.2%	24.1%
64032	DENTAL	752	630	750	710	850	13.3%	19.7%
64033	LONG-TERM DISABILITY	105	66	74	62	74	0.0%	19.4%
64034	LIFE INSURANCE	194	106	112	110	112	0.0%	1.8%
	TOTAL COMPENSATION	61,240	69,082	86,676	79,342	100,036	15.4%	26.1%
<i>MATERIALS & SUPPLIES</i>								
70100	SANITARY SEWER SUPPLIES	676	63	600	1,085	600	0.0%	-44.7%
70120	TOOLS	178	0	200	150	200	0.0%	33.3%
70500	POSTAGE	0	0	0	0	0		
74000	MOTOR FUEL & LUBRICANTS	940	760	400	400	600	50.0%	50.0%
	TOTAL MATERIALS & SUPPLIES	1,793	823	1,200	1,635	1,400	16.7%	-14.4%
<i>OTHER SERVICES & CHARGES</i>								
80100	ENGINEERING	1,745	1,205	2,000	68	2,000	0.0%	284.2%
80310	AUDIT	1,114	1,150	1,200	1,238	1,300	8.3%	5.0%
85011	TELEPHONE - LANDLINE	542	58	600	550	600	0.0%	9.1%
85015	CELL PHONE	722	916	700	1,500	1,500	114.3%	0.0%
85020	ELECTRIC	248	312	300	300	300	0.0%	0.0%
85060	METRO SEWER CHARGES	379,056	436,613	458,000	450,000	514,000	12.2%	14.2%
85070	SAC CHARGES	0	0	0	0	0		
85080	PORTABLE TOILET - PARKS	488	1,256	600	1,500	1,500	150.0%	0.0%
86030	CONFERENCES & SCHOOLS	350	523	600	400	600	0.0%	50.0%
86100	TRAINING	0	563	0	600	600	0.0%	0.0%
86101	MILEAGE	0	71	0	0	0		
87000	REPAIR EQUIPMENT	3,513	53	5,000	4,000	5,000	0.0%	25.0%
87090	REPAIR EQUIP - STUB	0	0	60	60	0	-100.0%	-100.0%
87099	MANHOLE COVER REPAIRS	0	0	0	1,568	1,600		2.0%
87100	TELEVISION & COMMERCIAL JETTING	60,194	15,305	18,000	18,000	60,000	233.3%	233.3%
87200	SEWER LINE REPAIRS	0	20,240	2,000	2,000	5,000	150.0%	150.0%
87250	DAMAGE CLAIMS	0	0	0	3,422	0		-100.0%
87300	ROOT TREATMENT	0	15,399	16,000	15,770	3,500	-78.1%	-77.8%
87600	DEPRECIATION	5,589	5,589	6,000	6,000	8,000	33.3%	33.3%
88000	INSURANCE & BONDS	962	3,807	4,000	4,000	4,000	0.0%	0.0%
88030	ONE CALL CONCEPTS-LOCATES	1,054	1,205	1,200	1,000	1,200	0.0%	20.0%
88500	BILLING FEE-UTILITIES	11,527	12,734	12,500	12,500	13,000	4.0%	4.0%
89000	MISCELLANEOUS	493	203	400	300	400	0.0%	33.3%
	TOTAL OTHER SERVICES & CHARGES	467,798	517,200	529,160	524,776	624,100	17.9%	18.9%
<i>CAPITAL OUTLAY</i>								
91000	MACHINERY & EQUIPMENT	966	0	0	18,212	0		-100.0%
92000	SANITARY INFRASTRUCTURE	0	0	0	0	0		
	TOTAL CAPITAL OUTLAY	966	0	0	18,212	0		-100.0%
	TOTAL EXPENDITURES	531,796	587,105	617,036	623,965	725,536	17.6%	16.3%
<i>OTHER FINANCING USES</i>								
97000	TRANSFERS	0	65,000	21,732	72,732	125,748	478.6%	72.9%
	TOTAL OTHER FINANCING USES	0	65,000	21,732	72,732	125,748	478.6%	72.9%
	TOTAL EXPENDITURES & OTHER FINANCING USES	531,796	652,105	638,768	696,697	851,284	33.3%	22.2%
	NET ASSETS - JANUARY 1	1,630,290	1,764,471	1,852,880	1,958,134	2,025,459	9.3%	3.4%
	NET INCOME (LOSS)	134,181	88,410	105,254	67,325	- 2,776	-97.4%	-95.9%
	NET ASSETS - DECEMBER 31	1,764,471	1,852,880	1,958,134	2,025,459	2,022,683	3.6%	0.1%

ESTIMATED

STATEMENT OF CASH FLOWS SANITARY SEWER FUND For Year Ending December 31

	Actual Year Ending 31-Dec 2006	Actual Year Ending 31-Dec 2007	Actual Year Ending 31-Dec 2008	Estimated Year Ending 31-Dec 2009	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010
CASH FLOWS - OPERATING ACTIVITIES:									
Receipts from Customers and Users	559,484	560,306	648,535	704,022	704,022	748,023	770,059	792,025	814,080
Receipts from SACS charged to users									
Payment to Suppliers	(466,873)	(466,915)	(495,323)	(526,411)	(625,500)	(625,500)	(625,500)	(625,500)	(625,500)
Payments to Employees	(52,362)	(60,091)	(68,667)	(79,342)	(100,036)	(100,036)	(100,036)	(100,036)	(100,036)
Net Cash Flows - Operating Activities	40,249	53,300	84,545	98,269	(21,514)	22,487	44,523	66,489	88,524
CASH FLOWS - CAPITAL AND RELATED FINANCING ACTIVITIES:									
Capital Purchases	(12,229)	0	0	(18,212)	0	0	0	0	0
Transfer to Storm Drain for 2006 Drainage Project	(225,000)	0	(65,000)	(72,732)	(125,748)	(125,748)	(125,748)	(125,748)	(125,748)
Transfer to General Fund	(237,229)	0	(65,000)	(90,944)	(125,748)	(125,748)	(125,748)	(125,748)	(125,748)
CASH FLOWS - INVESTING ACTIVITIES:									
Investment Income	65,977	80,643	80,014	60,000	40,000	40,000	40,000	40,000	40,000
Net Increase (decrease) in Cash and Cash Equivalents	(131,003)	134,143	79,559	67,325	(107,262)	(63,261)	(41,225)	(19,259)	2,776
Cash and Cash Equivalents - January 1	1,579,249	1,445,246	1,579,389	1,658,948	1,658,948	1,658,948	1,658,948	1,658,948	1,658,948
Cash and Cash Equivalents - December 31	1,445,246	1,579,389	1,658,948	1,726,273	1,551,686	1,595,687	1,617,723	1,639,689	1,661,724

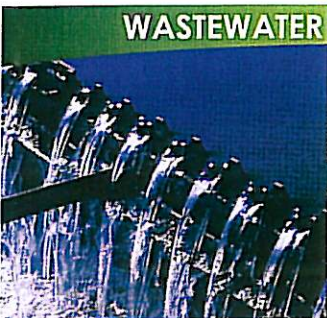
STORM DRAINAGE (602)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2007	ACTUAL 2008	BUDGET 2009	ESTIMATED 2009	BUDGET 2010	COMPARE 2010 BUDGET TO 2009 BUDGET	COMPARE 2010 BUDGET TO ESTIMATED 2009
REVENUES:								
<i>INTERGOVERNMENTAL REVENUE</i>								
33430	STATE AID	0	0	0	0	0		
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0		
<i>CHARGES FOR SERVICES</i>								
31480	STORM SEWER CHARGES	73,694	118,005	120,600	118,000	118,000	-2.2%	0.0%
34181	STORM SEWER PENALTIES	0	0	0	0	0		
	TOTAL CHARGES FOR SERVICES	73,694	118,005	120,600	118,000	118,000	-2.2%	0.0%
<i>MISCELLANEOUS</i>								
36211	INTEREST ON INVESTMENTS	20,372	15,007	7,000	10,000	5,000	-28.6%	-50.0%
36213	CHANGE IN FAIR VALUE OF I	2,972	1,423	0	0	0		
36400	MISCELLANEOUS	0	0	0	0	0		
	TOTAL MISCELLANEOUS	23,344	16,430	7,000	10,000	5,000	-28.6%	-50.0%
	TOTAL REVENUES	97,038	134,435	127,600	128,000	123,000	-3.6%	-3.9%
<i>OTHER FINANCING SOURCES</i>								
39200	TRANSFERS	0	0	0	0	0		
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0		
	TOTAL REVENUES & OTHER FINANCING SOURCES	97,038	134,435	127,600	128,000	123,000	-3.6%	-3.9%
EXPENDITURES:								
<i>COMPENSATION</i>								
60100	REGULAR SALARIES	40,769	40,700	42,500	41,800	42,600	0.2%	1.9%
60520	PART-TIME/SEASONAL EMPLOYEES	1,302	1,183	2,500	1,500	2,500	0.0%	66.7%
60530	SEASONAL EMPLOYEES	0	0	0	0	0		
64011	PERA CONTRIBUTIONS	2,575	2,643	2,900	2,900	3,000	3.4%	3.4%
64012	FICA CONTRIBUTIONS	3,242	2,950	3,500	3,000	3,500	0.0%	16.7%
64031	HOSPITALIZATION	7,439	8,275	8,775	9,035	10,000	14.0%	10.7%
64032	DENTAL	661	543	525	545	565	7.6%	3.7%
64033	LONG-TERM DISABILITY	90	49	60	40	50	-16.7%	25.0%
64034	LIFE INSURANCE	145	73	100	70	80	-20.0%	14.3%
	TOTAL COMPENSATION	56,222	56,417	60,860	58,890	62,295	2.4%	5.8%
<i>MATERIALS & SUPPLIES</i>								
70200	STORM SUPPLIES	185	64	200	200	300	50.0%	50.0%
74000	MOTOR FUEL & LUBRICANTS	181	0	300	450	600	100.0%	33.3%
	TOTAL MATERIALS & SUPPLIES	366	64	500	650	900	80.0%	38.5%
<i>OTHER SERVICES & CHARGES</i>								
80100	ENGINEERING SERVICES	2,106	1,728	5,000	0	2,000	-60.0%	
80310	AUDIT	557	575	600	619	650	8.3%	5.0%
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0		
83020	STREET SWEEPING	16,347	13,836	25,000	20,000	0	-100.0%	-100.0%
83025	SWEEPER PARTS/SUPPLIES	0	0	0	1,000	4,000	300.0%	0.0%
85015	CELL PHONE	722	768	750	650	650	-13.3%	0.0%
86010	MILEAGE	37	0	40	0	40	0.0%	
86110	MEMBERSHIPS	470	0	0	0	0		
87000	REPAIR EQUIPMENT/CATCH BASIN	5,190	2,571	2,500	1,500	3,000	20.0%	100.0%
87600	DEPRECIATION	25,030	25,028	25,030	25,030	28,000	11.9%	11.9%
88000	INSURANCE & BONDS	962	2,000	2,000	2,000	2,000	0.0%	0.0%
88500	BILLING FEES	532	505	550	550	550	0.0%	0.0%
88600	MISCELLANEOUS FEES	470	1,378	0	0	300		
	TOTAL OTHER SERVICES & CHARGES	52,421	48,389	61,470	51,349	41,190	-33.0%	-19.8%
<i>CAPITAL OUTLAY</i>								
92000	OTHER IMPROVEMENTS	141,830	0	0	60,469	0		-100.0%
92000	COMO DRAINAGE POND	0	0	0	0	0		
92000	NE NORTHOME DRAINAGE PROJECT	0	0	0	0	0		
92000	WATERSHED 2009 PROJECT	0	0	0	65,000	0		-100.0%
92000	NW QUADRANT IMPROVEMENTS	0	0	0	0	0		
92100	MAPLE GROVE POND IMPROVEMENT	856	0	0	0	0		
	TOTAL CAPITAL OUTLAY	142,685	0	0	125,469	0		-100.0%
	TOTAL EXPENDITURES	251,695	104,870	122,830	236,358	104,385	-15.0%	-55.8%
<i>OTHER FINANCING USES</i>								
97000	TRANSFERS	4,000	0	142,000	142,000	0	-100.0%	-100.0%
	TOTAL OTHER FINANCING USES	4,000	0	142,000	142,000	0	-100.0%	-100.0%
	TOTAL EXPENDITURES & OTHER FINANCING USES	255,695	104,870	264,830	378,358	104,385	-60.6%	-72.4%
	NET ASSETS - JANUARY 1	1,414,074	1,255,418	1,284,982	1,284,982	1,034,624	-19.5%	-19.5%
	NET INCOME (LOSS)	(158,656)	29,565	(137,230)	(250,358)	18,615	-113.6%	-107.4%
	NET ASSETS - DEC 31	1,255,418	1,284,982	1,147,752	1,034,624	1,053,239	-8.2%	1.8%

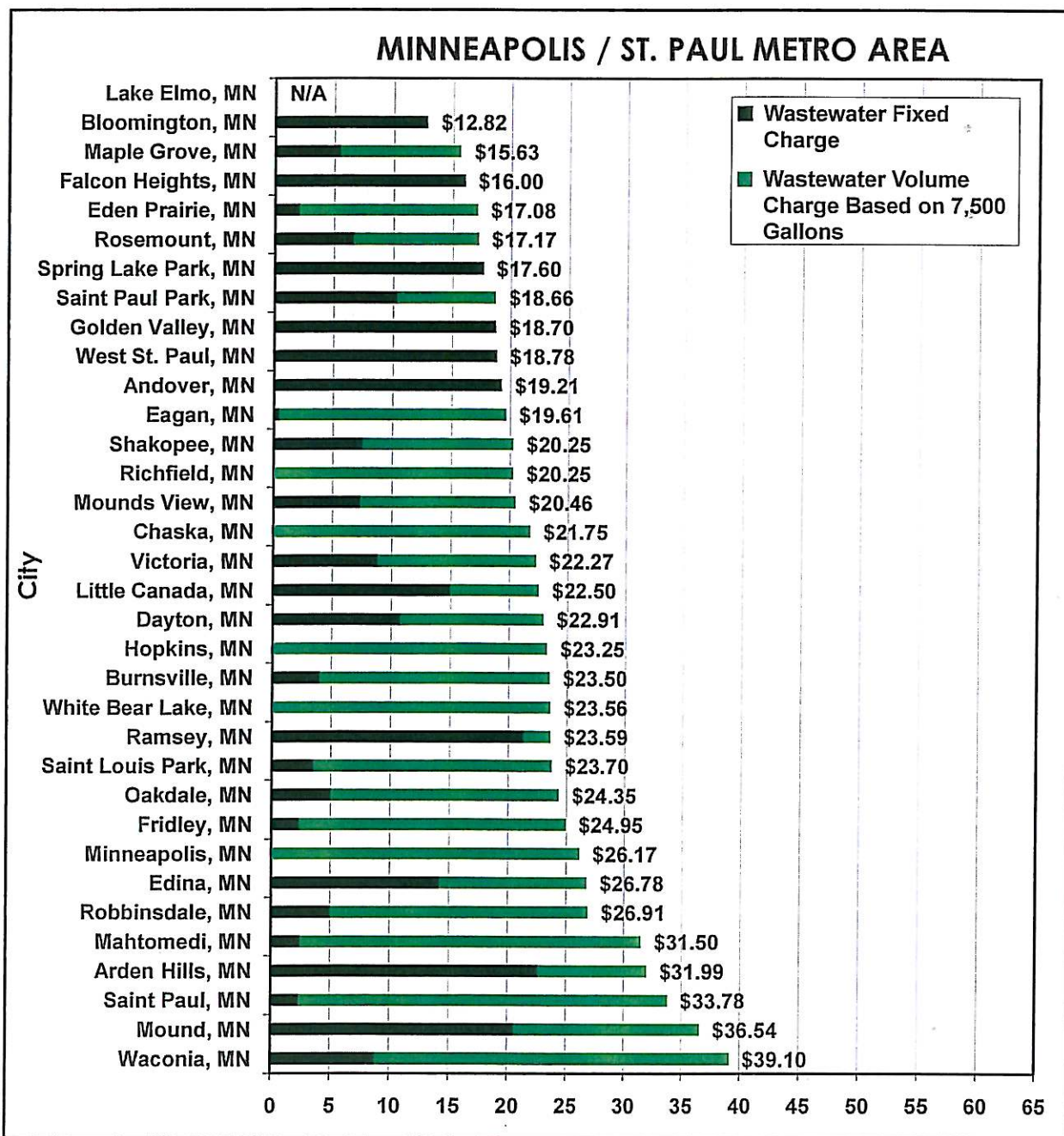
ESTIMATED

STATEMENT OF CASH FLOWS STORM DRAINAGE FUND For Year Ending December 31

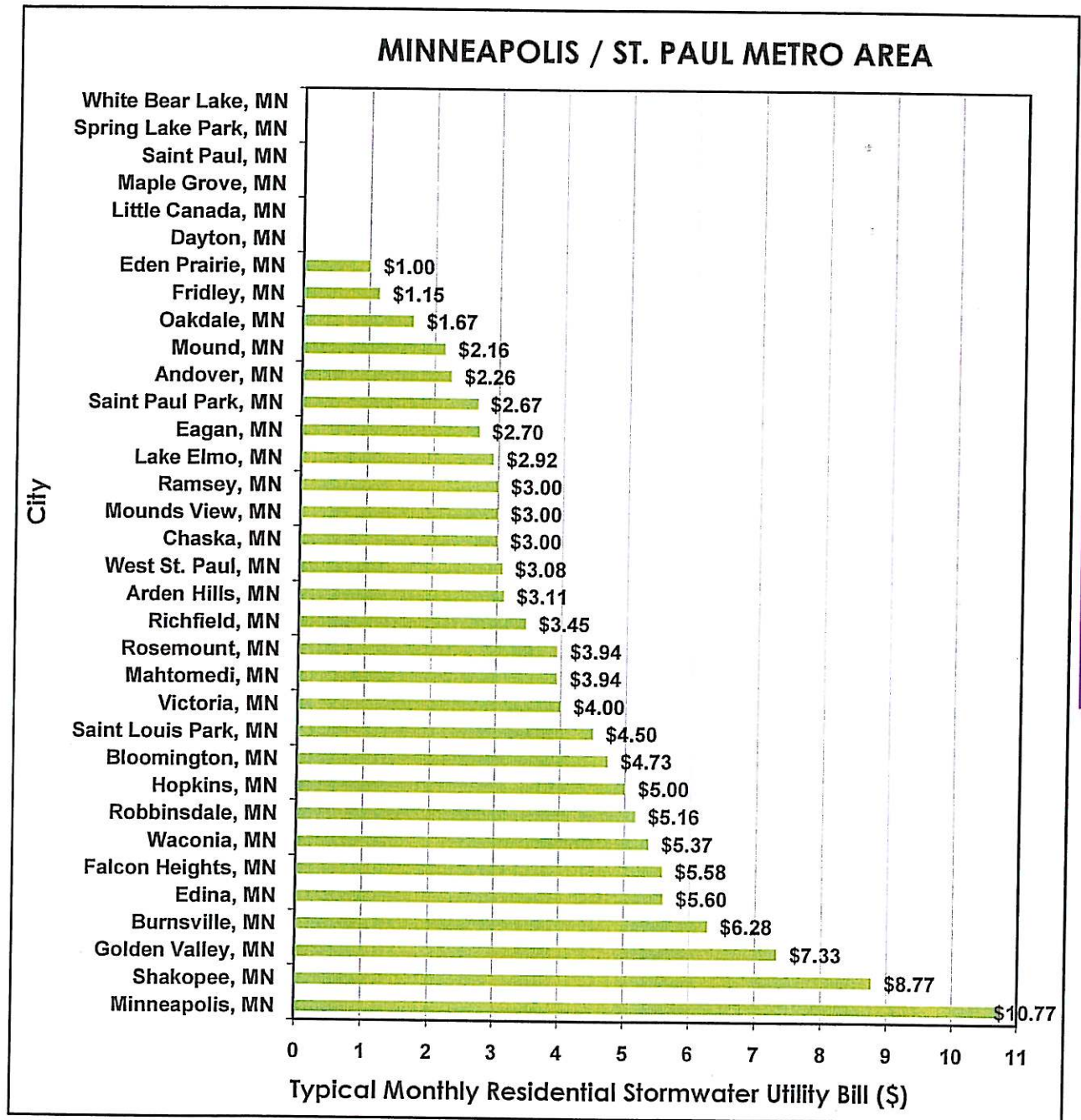
	1	2	3	4	5	6	7	8	9
	Actual Year Ending 31-Dec 2006	Actual Year Ending 31-Dec 2007	Actual Year Ending 31-Dec 2008	Estimated Year Ending 31-Dec 2009	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010	Estimated Year Ending 31-Dec 2010
CASH FLOWS - OPERATING ACTIVITIES:									
Receipts from Customers and Users	44,713	69,298	110,960	118,000	121,516	125,045	128,573	132,089	135,617
Payment to Suppliers	13,298	(76,012)	(29,009)	(51,999)	(42,090)	(42,090)	(42,090)	(42,090)	(42,090)
Payments to Employees	(28,808)	(55,441)	(56,199)	(58,890)	(62,295)	(62,295)	(62,295)	(62,295)	(62,295)
Net Cash Flows - Operating Activities	29,203	(62,195)	25,755	7,111	17,131	20,660	24,188	27,704	31,232
CASH FLOWS - NONCAPITAL FINANCING ACTIVITIES:									
Transfer to Other Funds		(4,000)	0	0	0	0	0	0	0
CASH FLOWS - CAPITAL AND RELATED FINANCING ACTIVITIES:									
Capital Purchases	(51,333)	(141,830)	0	(60,469)	0	0	0	0	0
Waterford District 2009 project: Transfer to Infrastructure	225,000	(141,830)	0	(65,000)	0	0	0	0	0
Transfer from Sanitary Sewer Fund	173,867	(141,830)	0	(142,000)	0	0	0	0	0
Investment Income	19,061	23,344	12,354	10,000	5,000	5,000	5,000	5,000	5,000
CASH FLOWS - CAPITAL AND RELATED FINANCING ACTIVITIES: (2008 Project):	0	0	0	0	0	0	0	0	0
Net Increase (decrease) in Cash and Cash Equivalents	221,931	(184,671)	38,109	(250,358)	18,615	25,660	29,188	32,704	36,232
Cash and Cash Equivalents - January 1	283,842	505,773	321,102	359,211	108,853	108,853	108,853	108,853	108,853
Cash and Cash Equivalents - December 31	505,773	321,102	359,211	108,853	130,964	134,513	138,041	141,557	145,085



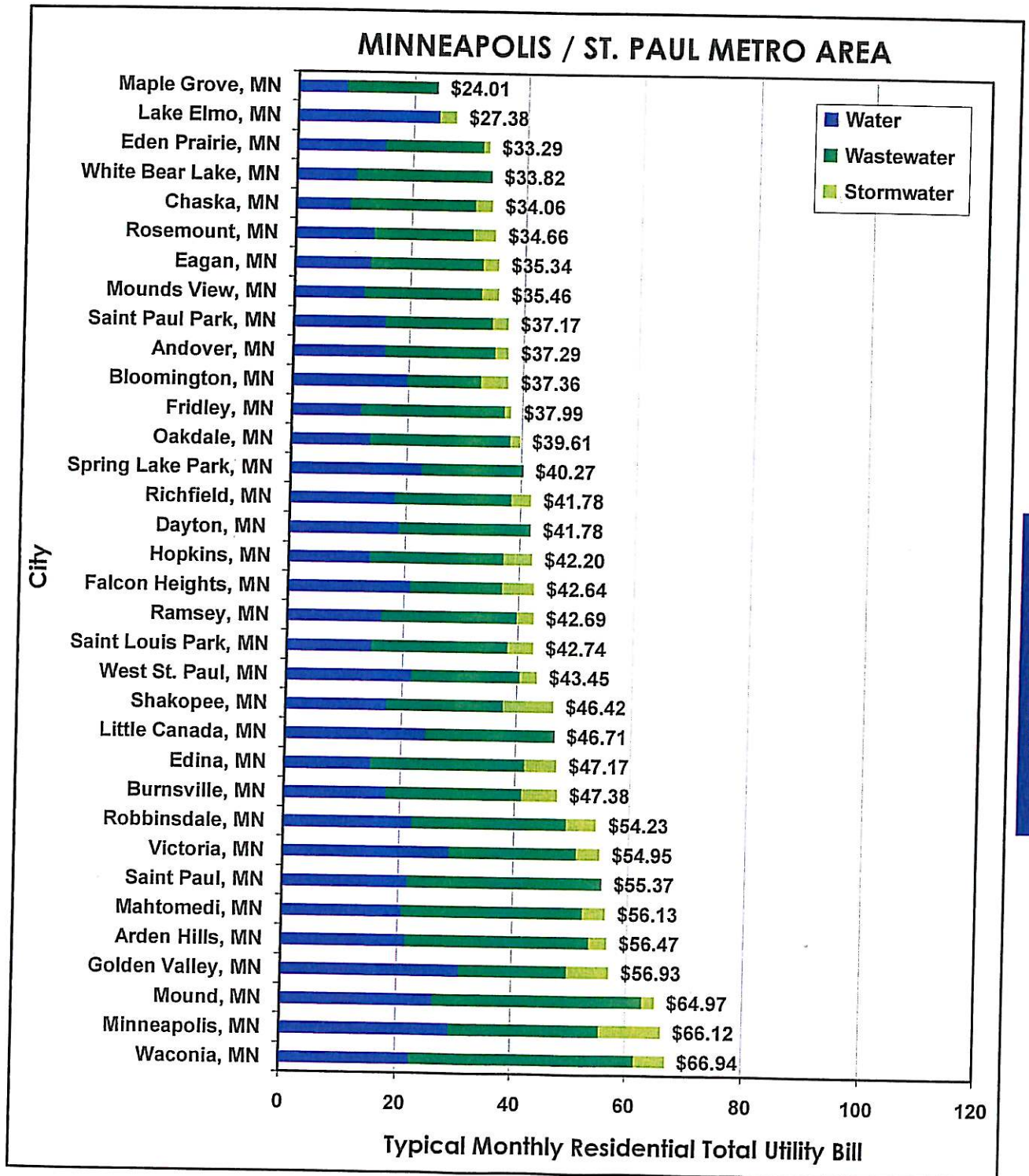
The graphs depict typical monthly residential wastewater utility bills for those municipalities who responded to the survey separated by Minneapolis / St. Paul Metro Area and State. The bills are based on 7,500 gallons per month.



The graphs depict typical monthly residential stormwater utility bills for those municipalities who responded to the survey separated by Minneapolis / St. Paul Metro Area and State.



The graphs depict combined typical monthly residential water, wastewater, and stormwater utility bills for those municipalities who responded to the survey separated by Minneapolis / St. Paul Metro Area and State.



SPECIAL REVENUE FUNDS

STREET LIGHTING (209)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2007	ACTUAL 2008	BUDGET 2009	ESTIMATED 2009	BUDGET 2010
	REVENUES:					
	CHARGES FOR SERVICES					
34180	ELECTRIC CHARGES	0	0	0	0	40,000
	TOTAL CHARGES FOR SERVICES	0	0	0	0	40,000
	MISCELLANEOUS					
36211	INTEREST ON INVESTMENTS	0	0	0	0	100
	TOTAL MISCELLANEOUS	0	0	0	0	100
	OTHER FINANCING SOURCES					
39200	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES	0	0	0	0	40,100
	EXPENDITURES:					
	MATERIALS AND SUPPLIES					
70100	SUPPLIES	0	0	0	0	2,000
	TOTAL MATERIAL & SUPPLIES	0	0	0	0	2,000
	OTHER SERVICES & CHARGES					
80310	AUDIT	0	0	0	0	650
85020	STREET LIGHTING POWER	0	0	0	0	34,000
87120	REPAIR & MAINTENANCE	0	0	0	0	3,000
	TOTAL OTHER SERVICES & CHARGES	0	0	0	0	37,650
	TOTAL EXPENDITURES	0	0	0	0	39,650
	FUND BALANCE - JANUARY 1	0	0	0	0	0
	CHANGE IN FUND BALANCE	0	0	0	0	450
	FUND BALANCE - DECEMBER 31	0	0	0	0	450

COMPARE 2010 BUDGET TO 2009 BUDGET

COMPARE 2010 BUDGET TO ESTIMATED 2009

WATER (204)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL	ACTUAL	BUDGET	ESTIMATED	BUDGET	COMPARE 2010 BUDGET TO 2009 BUDGET	COMPARE 2010 BUDGET TO ESTIMATED 2009
		2007	2008	2009	2009	2010		
REVENUES:								
INTERGOVERNMENTAL								
33611	ST PAUL WATER UTILITY	0	0	0	0	0		
	TOTAL INTERGOVERNMENTAL	0	0	0	0	0		
CHARGES FOR SERVICES								
34180	WATER CHARGES	12,107	13,139	15,000	15,000	15,000	0.0%	0.0%
	TOTAL CHARGES FOR SERVICES	12,107	13,139	15,000	15,000	15,000	0.0%	0.0%
MISCELLANEOUS								
36211	INTEREST ON INVESTMENTS	813	746	583	600	400	-31.3%	-33.3%
	TOTAL MISCELLANEOUS	813	746	583	600	400	-31.3%	-33.3%
	TOTAL REVENUES	12,920	13,885	15,583	15,600	15,400	-1.2%	-1.3%
EXPENDITURES:								
COMPENSATION								
60100	REGULAR SALARIES	4,866	5,136	5,380	4,800	5,600	4.1%	16.7%
64011	PERA CONTRIBUTIONS	312	334	360	353	375	4.2%	6.2%
64012	FICA CONTRIBUTIONS	381	342	410	370	428	4.4%	15.7%
64031	HOSPITALIZATION	1,182	1,339	1,420	1,253	1,440	1.4%	14.9%
64032	DENTAL	111	87	85	76	85	0.0%	11.8%
64033	LONG-TERM DISABILITY	12	5	6	6	6	0.0%	0.0%
64034	LIFE INSURANCE	27	10	10	9	10	0.0%	11.1%
	TOTAL COMPENSATION	6,891	7,253	7,671	6,867	7,944	3.6%	15.7%
OTHER SERVICES & CHARGES								
80310	AUDIT	557	575	600	619	650	8.3%	5.0%
86100	CONFERENCE & EDUCATION	0	0	0	178	200		
87090	REPAIR EQUIPMENT	0	0	1,000	0	1,000	0.0%	
87120	REPAIRS & MAINTENANCE	0	0	0	0	0		
88500	BILLING FEES	161	161	160	160	160	0.0%	0.0%
89000	MISCELLANEOUS	0	0	0	0	160		
	TOTAL OTHER SERVICES & CHARGES	718	736	1,760	957	2,010	14.2%	110.0%
CAPITAL OUTLAY								
94700	INFRASTRUCTURE IMPROVEMENTS	0	0	0	0	0		
	TOTAL CAPITAL OUTLAY	0	0	0	0	0		
OTHER FINANCING USES								
97000	TRANSFERS	0	0	0	0	0		
	TOTAL OTHER FINANCING USES	0	0	0	0	0		
	TOTAL EXPENDITURES	7,609	7,989	9,431	7,824	9,954	5.5%	27.2%
FUND BALANCE - JANUARY 1		14,484	19,794	25,691	25,691	33,467	30.3%	30.3%
CHANGE IN FUND BALANCE		5,311	5,896	6,152	7,776	5,446	-11.5%	-30.0%
FUND BALANCE - DECEMBER 31		19,794	25,691	31,842	33,467	38,913	22.2%	16.3%

PARK PROGRAMS (201)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL		BUDGET		ESTIMATED		BUDGET		COMPARE 2010 BUDGET TO 2009 BUDGET	COMPARE 2010 BUDGET TO ESTIMATED 2009
		2007	2008	2009	2009	2009	2010	2009 BUDGET	ESTIMATED 2009		
REVENUES:											
34310	CHARGES FOR SERVICES	12,285	11,883	13,500	12,800	14,300	5.9%	11.7%			
34340	RECREATION FEES	8,397	9,009	10,100	9,100	10,500	4.0%	15.4%			
	NON-RESIDENT FEES	20,682	20,993	23,600	21,900	24,800	5.1%	13.2%			
	TOTAL CHARGES FOR SERVICES										
36211	MISCELLANEOUS	365	408	380	500	300	-20.9%	-40.0%			
36232	INTEREST ON INVESTMENTS	30	17	100	0	100	0.0%				
36233	CONTRIBUTIONS - SCHOLARSHIP	0	2	0	0	0					
	TOTAL MISCELLANEOUS	395	427	480	500	400	-16.6%	-20.0%			
	TOTAL REVENUES	21,077	21,320	24,080	22,400	25,200	4.7%	12.5%			
39200	OTHER FINANCING SOURCES	20,600	20,600	20,800	20,800	20,800	0.0%	0.0%			
	TRANSFERS	20,600	20,600	20,800	20,800	20,800	0.0%	0.0%			
	TOTAL OTHER FINANCING SOURCES	20,600	20,600	20,800	20,800	20,800	0.0%	0.0%			
	TOTAL REVENUES & OTHER FINANCING SOURCES	41,677	41,920	44,880	43,200	46,000	2.5%	6.5%			
EXPENDITURES:											
60100	COMPENSATION	10,204	10,167	11,075	10,500	12,700	14.7%	21.0%			
60520	REGULAR SALARIES	0	677	0	0	0					
60530	PART-TIME EMPLOYEES	13,159	16,547	14,500	20,562	16,000	10.3%	-22.2%			
64011	SEASONAL EMPLOYEES	712	661	750	540	890	18.7%	64.8%			
64012	PERA CONTRIBUTIONS	1,787	2,087	1,956	803	2,500	27.8%	47.8%			
64031	FICA CONTRIBUTIONS	1,737	1,888	2,014	1,445	2,135	6.0%	211.3%			
64032	HOSPITALIZATION	124	131	125	94	132	5.6%	40.4%			
64033	DENTAL	17	18	18	27	27	50.0%	0.0%			
64034	LONG-TERM DISABILITY	25	26	26	39	39	50.0%	0.0%			
	LIFE INSURANCE	27,765	32,202	30,464	34,010	34,423	13.0%	1.2%			
	TOTAL COMPENSATION										
70100	MATERIALS & SUPPLIES	1,402	2,534	2,200	1,900	2,300	4.5%	21.1%			
70440	PRINT & PUBLISHING & ADVERTISING	1,158	637	2,300	2,050	2,300	0.0%	12.2%			
73000	RECREATION EQUIPMENT	0	381	700	300	600	-14.3%	100.0%			
	TOTAL MATERIALS & SUPPLIES	2,560	3,552	5,200	4,250	5,200	0.0%	22.4%			
80310	OTHER SERVICES & CHARGES	557	575	600	620	650	8.3%	4.8%			
86100	AUDIT	325	938	800	200	800					
87500	CONFERENCES AND EDUCATION	0	0	0	0	0					
87700	RENTAL OF EQUIP/FACILITIES OPEN GYM	7,146	3,829	7,200	3,122	3,500	-51.4%	12.1%			
88000	INSTRUCTOR - SPECIALTY	0	0	0	0	0					
88500	INSURANCE & BONDS	0	661	0	600	700					
88600	PAYPAL EXPENSES	0	0	0	0	0					
89000	RECREATION - SCHOLARSHIP	1,766	1,754	600	350	500	-16.7%	42.9%			
	MISCELLANEOUS	9,794	7,757	9,200	4,892	6,150	-33.2%	25.7%			
	TOTAL OTHER SERVICES & CHARGES	40,118	43,510	44,864	43,152	45,773	2.0%	6.1%			
	TOTAL EXPENDITURES										
	FUND BALANCE - JANUARY 1	1,659	3,218	1,628	1,643	1,691	3.9%	2.9%			
	CHANGE IN FUND BALANCE	1,559	(1,590)	16	48	227	1364.5%	372.9%			
	FUND BALANCE - DECEMBER 31	3,218	1,628	1,643	1,691	1,918	16.7%	13.4%			

Enrollment Numbers 2001- 2009

<u>Year</u>	<u>Residents</u>	<u>Non Residents</u>	<u>Total</u>
2009	210	174	384 * up to 8/31/09
2008	247	209	449
2007	186	169	355
2006	140	114	254
2005	141	150	291
2004	145	151	296
2003	105	139	244
2002	152	123	275
2001	111	73	184

Fall 2008 acquired page in Roseville Comm. Ed Guide.

Fall of 2005/06 activity guide was inserted into city newsletter

Summer 2006 Online registration was implemented.

Programs offered or have been offered:

Quilting- 2003,2004

Fall Soccer-2004, 2005, 2006, 07,08

Mighty Mites- 2001, 2002, 2003, 2004,2005,08,09

Beginning Ball Skills- 2001, 2002,2003,2004,2005

Pee Wee Sampler- 2006,07,08,09

T-ball- 2001, 2002,2003,2004,2005,06,07,08,09

Soccer- 2001,2002,2003,2004,2005,06,07,08,09

Lacrosse- 2003,2004,2005,09

Yoga- 2006, 2007,08,09

Joy of Art- 2001,2002, 2003,2004,2005

Basketball-2001, 2002,2003,2004,2005, 06,07,08,09

Tennis-2001,2002,2003,2004,2005,06,07,08

Cooking- 2001,2002,2003,2004,2005,06,07,08,09

Parent/Child Craft- 2006, 2007,08,09

Artist Workshop 2004,2005

Clay classes-2004,2005

Time In Playgrounds- 2004,2005, 07,08,09

Messy Art- 2001, 2002,2003,2004,2005, 009

Bowling- 2001,2002

Near Ball – 2001, 2002,2003

Wild and Wonder- 2001, 2002,2003,2004

Nature Camps- 2007,08,09

Baseball 04,05

Baby Train 04, 05, 06, 07

Open Soccer 04

Golf 07

TKD 06,07,08,09

Watercolor 08,09

Playtime w/ parents 07,08,09

Tennis Camp 09

Soccer Camp 04,05,06

Special Events

Ice Cream Social

Winterfest/Dead of Winter

Falcon Heights/Laud. 5K 09

Touch-A-Truck 08,09

COMMUNITY GARDEN (203)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL		BUDGET	ESTIMATED	BUDGET	COMPARE 2010		
		2007	2008	2009	2009	2010	BUDGET TO 2009 BUDGET	BUDGET TO ESTIMATED 2009	
REVENUES:									
34500	CHARGES FOR SERVICES COMMUNITY GARDEN PLOT FEE	400	500	500	725	725	45.0%	0.0%	
	TOTAL CHARGES FOR SERVICES	400	500	500	725	725	45.0%	0.0%	
36211	MISCELLANEOUS INTEREST ON INVESTMENTS	36	78	49	50	30	-38.8%	-40.0%	
36300	DONATION - COMMUNITY GARDEN	0	0	0	15	0			
36400	MISCELLANEOUS	0	0	0	0	0			
	TOTAL MISCELLANEOUS	36	78	49	65	30			
39200	OTHER FINANCING SOURCES TRANSFERS	3,000	0	0	0	0			
	TOTAL OTHER FINANCING SOURCES	3,000	0	0	0	0			
	TOTAL REVENUES	3,436	578	549	790	755	37.5%	-4.4%	
EXPENDITURES:									
70100	MATERIALS & SUPPLIES SUPPLIES	877	1,032	1,000	132	250			
	TOTAL MATERIALS & SUPPLIES	877	1,032	1,000	132	250			
80310	OTHER SERVICES & CHARGES AUDIT	0	0	0	0	0			
81900	OTHER PROFESSIONAL SERVICES	0	0	0	0	0			
89000	MISCELLANEOUS	101	50	0	446	0			
	TOTAL OTHER SERVICES & CHARGES	101	50	0	446	0			
	TOTAL EXPENDITURES	978	1,082	1,000	578	250	-75.0%	-56.7%	
	FUND BALANCE - JANUARY 1	0	2,458	1,954	1,954	2,166	10.8%	10.8%	
	CHANGE IN FUND BALANCE	2,458	(604)	(451)	212	505	-212.0%	138.2%	
	FUND BALANCE - DECEMBER 31	2,458	1,954	1,503	2,166	2,671	77.7%	23.3%	

RECYCLING (206)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL				BUDGET				COMPARE 2010	
		2007	2008	2009	2009	2009	2009	BUDGET TO 2009 BUDGET	BUDGET TO ESTIMATED 2009		
REVENUES:											
INTERGOVERNMENTAL											
33610	COUNTY GRANT - RECYCLING	10,673	11,841	11,469	11,469	11,500	0.3%	0.3%			
	TOTAL INTERGOVERNMENTAL	10,673	11,841	11,469	11,469	11,500	0.3%	0.3%			
CHARGES FOR SERVICES											
34180	SOLID WASTE FEE	33,222	33,531	33,000	33,000	33,000	0.0%	0.0%			
34181	SOLID WASTE PENALTY	0	0	0	0	0					
34182	SALE OF RECYCLING/COMPOST BINS	0	118	0	0	0					
34183	COMPOST BINS	0	278	0	0	0					
	TOTAL CHARGES FOR SERVICES	33,222	33,926	33,000	33,000	33,000	0.0%	0.0%			
MISCELLANEOUS											
36211	INTEREST ON INVESTMENTS	2,858	2,279	1,729	2,300	1,800	4.1%	-21.7%			
	TOTAL MISCELLANEOUS	2,858	2,279	1,729	2,300	1,800	4.1%	-21.7%			
TOTAL REVENUES											
		46,733	48,046	46,198	46,769	46,300	0.2%	-1.0%			
EXPENDITURES:											
COMPENSATION											
60100	REGULAR SALARIES	2,575	5,279	5,550	5,690	7,310	31.7%	28.5%			
64011	PERA CONTRIBUTIONS	161	341	380	385	515	35.5%	33.8%			
64012	PICA CONTRIBUTIONS	197	393	425	435	565	32.9%	29.9%			
64031	HOSPITALIZATION	6	9	0	8	8	0.0%	0.0%			
64032	DENTAL	0	0	26	0	7	-73.1%	0.0%			
64033	LONG-TERM DISABILITY	8	13	15	12	12	-20.0%	0.0%			
64034	LIFE INSURANCE	14	16	20	16	16	-20.0%	0.0%			
	TOTAL COMPENSATION	2,961	6,052	6,416	6,546	8,433	31.4%	28.8%			
MATERIALS & SUPPLIES											
70100	SUPPLIES	567	1,128	1,200	1,550	1,550	29.2%	0.0%			
70420	NEWSLETTERS	529	497	600	500	600	0.0%	20.0%			
70500	POSTAGE	162	0	200	150	200	0.0%	33.3%			
	TOTAL MATERIALS & SUPPLIES	1,258	1,625	2,000	2,200	2,350	17.5%	6.8%			
OTHER SERVICES & CHARGES											
80310	AUDIT	557	575	600	619	650	8.3%	5.0%			
82030	RECYCLING CONTRACT	30,050	29,852	34,000	29,744	34,000	0.0%	14.3%			
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	25	0	0	0	0					
88000	INSURANCE & BONDS	0	0	0	0	0					
88500	BILLING FEES	153	153	160	160	160	0.0%	0.0%			
89000	MISCELLANEOUS	77	0	0	0	0					
89010	CLEAN-UP DAY & MULCH ACTIVITIES	1,582	1,775	4,000	2,000	4,000	0.0%	100.0%			
	TOTAL OTHER SERVICES & CHARGES	32,445	32,356	38,760	32,523	38,810	0.1%	19.3%			
TOTAL EXPENDITURES											
		36,663	40,032	47,176	41,269	49,593	5.1%	20.2%			
FUND BALANCE - JANUARY 1											
		57,712	67,801	75,815	75,815	81,315	7.3%	7.3%			
CHANGE IN FUND BALANCE											
		10,089	8,014	(978)	5,500	(3,293)	236.7%	-159.9%			
FUND BALANCE - DECEMBER 31											
		67,801	75,815	74,837	81,315	78,022	4.3%	-4.0%			

COMMUNITY/ECONOMIC DEVELOPMENT (208)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL	ACTUAL	BUDGET	ESTIMATED	BUDGET	COMPARE 2010 BUDGET TO 2009 BUDGET	COMPARE 2010 BUDGET TO ESTIMATED 2009		
		2007	2008	2009	2009	2010				
REVENUES:										
MISCELLANEOUS										
36211	INTEREST ON INVESTMENTS	559	416	200	200	150	-25.0%	-25.0%		
36220	RENTS & ROYALTIES	1,155	1,155	1,155	1,155	1,155	0.0%	0.0%		
36400	MISCELLANEOUS	0	0	0	0	0				
	TOTAL MISCELLANEOUS	1,714	1,571	1,355	1,355	1,305	-3.7%	-3.7%		
	TOTAL REVENUES	1,714	1,571	1,355	1,355	1,305	-3.7%	-3.7%		
OTHER FINANCING SOURCES										
30200	TRANSFERS	30,000	0	0	0	0				
	TOTAL OTHER FINANCING SOURCES	30,000	0	0	0	0				
	TOTAL REVENUES & OTHER FINANCING SOURCES	31,714	1,571	1,355	1,355	1,305	-3.7%	-3.7%		
EXPENDITURES:										
OTHER SERVICES & CHARGES										
80310	AUDIT	557	575	600	619	650	8.3%	5.0%		
81900	OTHER PROFESSIONAL SERVICES	22,638	4,934	3,000	0	3,000	0.0%	0.0%		
89000	MISCELLANEOUS	412	53	100	0	100	0.0%	0.0%		
	TOTAL OTHER SERVICES & CHARGES	23,607	5,562	3,700	619	3,750	1.4%	505.8%		
	TOTAL EXPENDITURES	23,607	5,562	3,700	619	3,750	1.4%	505.8%		
FUND BALANCE - JANUARY 1		4,212	12,318	8,328	8,328	9,064	8.8%	8.8%		
CHANGE IN FUND BALANCE		8,107	(3,991)	(2,345)	736	(2,445)	4.3%	-432.2%		
FUND BALANCE - DECEMBER 31		12,318	8,328	5,983	9,064	6,619	10.6%	-27.0%		

CITIZEN CORPS GRANT (213) (expires 3/31/2011)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2007	ACTUAL 2008	BUDGET 2009	ESTIMATED 2009	BUDGET 2010
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COMPARE 2010 BUDGET TO 2009 BUDGET
 COMPARE 2010 BUDGET TO ESTIMATED 2009

REVENUES:

33610	GRANT	0	0	0	0	0
	TOTAL INTERGOVERNMENTAL	0	0	0	0	5,990
36211	MISCELLANEOUS	0	0	0	0	0
36233	INTEREST ON INVESTMENTS	0	0	0	0	0
	CONTRIBUTIONS FROM PARTICIPANTS	0	0	0	0	0
	TOTAL MISCELLANEOUS	0	0	0	0	0
	TOTAL REVENUES	0	0	0	0	5,990
39200	OTHER FINANCING SOURCES	0	0	0	0	0
	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING SOURCES	0	0	0	0	0
	TOTAL REVENUES & OTHER FINANCING SOURCES	0	0	0	0	5,990

EXPENDITURES:

	COMMUNITY EMERG RESPONSE					
	TEAM CERT					
60100	SALARY-CERT PROG ADMIN	0	0	0	0	149
60520	PART-TIME PROGRAM COORDINATOR	0	0	0	0	1,858
64012	FICA EXPENSES	0	0	0	0	153
70100	SUPPLIES	0	0	0	0	0
80320	TRAINING/CLASSES	0	0	0	0	0
80330	POLICE & FIRE INSTRUCTION	0	0	0	0	0
80340	CERT MEMBER EQUIPMENT	0	0	0	0	0
80350	OTHER CERT ITEMS - CURRENT MEMBERS	0	0	0	0	0
80360	PRINTING/DIST CERT MATERIAL	0	0	0	0	0
80370	CERT DATABASE COSTS	0	0	0	0	0
	TOTAL CERT EXPENSES	0	0	0	0	2,160
80600	PERSONNEL/CONTACT SUPPORT	0	0	0	0	0
80601	FICA	0	0	0	0	0
86010	CRIME PREVENTION SEMINAR	0	0	0	0	0
86105	CERT TRAINING EXERCISES	0	0	0	0	0
86107	CERT CLASS	0	0	0	0	500
86110	MEETING COSTS CCC	0	0	0	0	3,330
86120	COLLABORATION COSTS CCC	0	0	0	0	0
86130	MISC OTHER CCC COSTS	0	0	0	0	0
	TOTAL CCC EXPENSES	0	0	0	0	3,830
80310	OTHER SERVICES & CHARGES					
	AUDIT	0	0	0	0	0
	TOTAL OTHER SVCS & CHARGES	0	0	0	0	0
97000	OTHER FINANCING USES					
	TRANSFERS	0	0	0	0	0
	TOTAL OTHER FINANCING USES	0	0	0	0	0
	TOTAL EXPENDITURES & OTHER FINANCING USES	0	0	0	0	5,990
	OTHER FINANCING USES	0	0	0	0	0
	FUND BALANCE - JANUARY 1	0	0	0	0	0
	CHANGE IN FUND BALANCE	0	0	0	0	0
	FUND BALANCE - DECEMBER 31	0	0	0	0	0

DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

PURPOSE:

Debt service funds are used to account for the accumulation of resources for the payment of general long-term debt principal, interest, and related costs. The city has two debt service funds with outstanding long-term debt:

1. 1996 TIF Larpenteur Bonds
2. 1999 G.O. NE Quadrant Improvement Bonds

Annual appropriated budgets are not adopted for debt service funds because effective budgetary control is alternatively achieved through general obligation bond indenture provisions. However, debt service fund budgets are prepared by staff and reviewed by the city council to assist in the city's overall financial planning.

BASIS OF ACCOUNTING & BUDGETING:

Debt service funds use the modified accrual basis of accounting, under which revenues are recognized when they become measurable and available as net current assets, and expenditures are recognized when the related fund liabilities are incurred. Major exceptions to this basis are the payments for principal and interest on general long-term debt, which are recognized when due.

The basis of budgeting is consistent with generally accepted accounting principles in the United States of America.

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2010	365,000	19,278
2011	200,000	5,200
TOTAL:	565,000	24,478

1996 TIF LARPENTEUR BONDS (316)

BUDGETARY OBJECTIVE:

This fund is responsible for the retirement of general obligation bonds issued in 1996 for the Larpenteur Avenue Project.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

- ⇒ Special Assessments (36100) These assessments were levied against benefitted property owners in 1997 for a 10 year period. Additional property assessments were made in 1998 to additional benefitted property owners. As the project continued in 1999 east of Snelling Avenue, additional benefitted property owners were assessed.

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2010	190,000	15,340
2011	200,000	5,200
TOTAL:	390,000	20,540

1996 TIF LARPEUTEUR BONDS (316)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2007	ACTUAL 2008	BUDGET 2009	ESTIMATED 2009	BUDGET 2010
REVENUES:						
<i>FINES & FORFEITS</i>						
36100	SPECIAL ASSESSMENTS	0	0	0	0	0
	TOTAL FINES & FORFEITS	0	0	0	0	0
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	(3,715)	(258)	350	200	100
39130	BOND PROCEEDS	0	0	0		
	TOTAL MISCELLANEOUS	(3,715)	(258)	350	200	100
	TOTAL REVENUES	(3,715)	(258)	350	200	100
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	200,000	210,000	215,000	215,000	200,000
	TOTAL OTHER FINANCING SOURCES	200,000	210,000	215,000	215,000	200,000
	TOTAL REVENUES & OTHER FINANCING SOURCES	196,285	209,742	215,350	215,200	200,100
EXPENDITURES:						
<i>OTHER SERVICES & CHARGES</i>						
80310	AUDIT & OTHER CHARGES	557	575	600	619	650
	TOTAL OTHER SERVICES & CHARGES	557	575	600	619	650
<i>DEBT SERVICE</i>						
94000	BOND PRINCIPAL	165,000	170,000	180,000	180,000	190,000
94500	BOND INTEREST	41,982	33,710	24,870	24,870	15,340
94900	BOND FEES	4,164	1,414	4,200	4,200	4,200
	TOTAL DEBT SERVICE	211,146	205,124	209,070	209,070	209,540
	TOTAL EXPENDITURES	211,703	205,699	209,670	209,689	210,190
	FUND BALANCE - JANUARY 1	21,268	5,850	9,893	9,893	15,404
	CHANGE IN FUND BALANCE	(15,418)	4,043	5,680	5,511	(10,090)
	FUND BALANCE - DECEMBER 31	5,850	9,893	15,573	15,404	5,314

1999 G.O. NE QUADRANT IMPROVEMENT BOND (317)

BUDGETARY OBJECTIVE:

This fund is responsible for the retirement of general obligation bonds issued in 1999 for the NE Quadrant Street Improvement Project.

ACCOUNT HIGHLIGHTS:

REVENUES & OTHER FINANCING SOURCES

⇒ Special Assessments (36100) These assessments were levied against benefited property owners in 1999 for a 10 year period.

DEBT PAYMENT SCHEDULE:

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>
2010	175,000	3,938
TOTAL:	175,000	3,938

1999 G.O. NE QUADRANT IMPROVEMENT BONDS (317)

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2007	ACTUAL 2008	BUDGET 2009	ESTIMATED 2009	BUDGET 2010
REVENUES:						
<i>PROPERTY TAXES</i>						
30111	DEBT LEVY PROPERTY TAX	0	0	96,129	96,129	124,584
	TOTAL PROPERTY TAX LEVY	0	0	96,129	96,129	124,584
<i>FINES & FORFEITS</i>						
36100	SPECIAL ASSESSMENTS	29,914	28,189	12,000	15,000	2,400
	TOTAL FINES & FORFEITS	29,914	28,189	12,000	15,000	2,400
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	(1,427)	896	690	50	62
36213	CHANGE IN FAIR VALUE OF I	0	0	0	0	0
39130	BOND PROCEEDS	0	0	0	0	0
	TOTAL MISCELLANEOUS	(1,427)	896	690	50	62
	TOTAL REVENUES	28,487	29,085	108,819	111,179	127,046
<i>OTHER FINANCING SOURCES</i>						
39200	TRANSFERS	165,000	160,000	69,000	69,000	17,900
	TOTAL OTHER FINANCING SOURCES	165,000	160,000	69,000	69,000	17,900
	TOTAL REVENUES & OTHER FINANCING SOURCES	193,487	189,085	177,819	180,179	144,946
EXPENDITURES:						
<i>OTHER SERVICES & CHARGES</i>						
80310	AUDIT & OTHER CHARGES	557	575	600	619	650
	TOTAL OTHER SERVICES & CHARGES	557	575	600	619	650
<i>DEBT SERVICE</i>						
94000	BOND PRINCIPAL	155,000	160,000	165,000	165,000	175,000
94500	BOND INTEREST	25,471	18,698	11,547	11,547	3,938
94900	BOND FEES	1,632	1,653	4,200	4,200	4,184
	TOTAL DEBT SERVICE	182,103	180,351	180,747	180,747	183,122
	TOTAL EXPENDITURES	182,660	180,926	181,347	181,366	183,772
	FUND BALANCE - JANUARY 1	21,028	31,854	40,013	40,013	38,826
	CHANGE IN FUND BALANCE	10,827	8,159	(3,528)	(1,187)	(38,826)
	FUND BALANCE - DECEMBER 31	31,854	40,013	36,485	38,826	0

TO: Mayor Lindstrom, Council members Harris, Kuettel, Long, and Mercer-Taylor

FROM: Justin Miller, City Administrator

Re: Ramsey County Election Contract Discussion

Explanation:

Falcon Heights election duties have historically fallen under the responsibility of the deputy city clerk position. As with all of the services we provide, opportunities for partnerships with neighboring agencies are always investigated to see what kind of efficiencies and savings can be found. With the current vacancy in the full-time deputy clerk position (most of those duties are being filled admirably by Recreation Supervisor Lisa Abernathy at this time), staff recently approached Ramsey County about handling our election duties in future years.

Attached to this report is a draft contract that Ramsey County Election Services has prepared. It is a three year contract which would cover the state and federal elections in 2010 and 2012, and the municipal and school district election in 2011. It would in effect take all election related duties away from city staff and instead be managed through Ramsey County. Their office currently performs these duties for the City of St. Paul, and schools districts in St. Paul, Roseville and Mounds View.

The cost for this contract in 2010 would be \$19,500. The proposed 2010 city budget has \$12,432 allocated, which includes equipment maintenance, election judge wages, and 10% of the deputy clerk's salary. This salary allocation is probably low, especially during the years where we have state and federal elections.

If structured correctly, this move could actually save the city money. In lieu of having a full-time deputy clerk perform election duties, we could instead hire a part-time deputy clerk who would not demand as much in salary and would also not be benefit-eligible. The breakdown follows:

	Current Staffing Level	Proposed Staffing Level
Full Time Deputy City Clerk	\$60,000	-
Part Time Deputy City Clerk (30 hrs/week)	-	\$34,000
Election expenses	\$8,000	\$19,500
Total	\$68,000	\$53,500
<i>Difference (savings)</i>		<i>\$14,500</i>

In order to provide for this in the 2010 budget, and to allow Ramsey County opportunity to make appropriate plans, staff is looking for guidance from the city council at this time.

**CONTRACT BETWEEN
RAMSEY COUNTY AND THE CITY OF FALCON HEIGHTS
FOR ELECTION SERVICES**

This is a contract between the County of Ramsey (“County”) and the City of Falcon Heights (“City”) for the provision of election services by Ramsey County.

1. Duration of Contract

This contract will be in effect for the period beginning on January 1, 2010 and ending on December 31, 2012.

2. Contract Renewal and Termination

This contract may be renewed for an additional four years by written consent of the County and City. An amendment to this contract for renewal must be executed by all parties no later than June 1, 2012.

This contract may be terminated by either of the parties by written notice to the other party no later than June 1 of any year, effective on January 1 of the following year. Upon termination of this contract, the city-owned voting equipment, election supplies and related materials will be returned to the City.

3. County Responsibilities

Except as otherwise provided in this contract, the County will provide all services, equipment, and supplies as required to perform, on behalf of the City, all election-related duties of the City under the Minnesota election law and other relevant state and federal laws. These duties will include but are not limited to:

- Recruitment, training, and supervision of staff to carry out the duties specified in this contract;
- Annual inspection of polling places to verify compliance with all state and federal accessibility requirements;
- Recruitment, training, and assignment of election judges;

- Payment of election judges' salaries in an amount determined by the Ramsey County Board of Commissioners;
- Operation, maintenance, testing, demonstration, storage, and technical support for voting systems;
- Maintenance, storage, and replacement of voting stations for each polling place and for absentee voting purposes;
- Preparation and transportation of voting systems, voting stations, and other election materials to and from each polling place;
- Providing election forms, supplies, and other related materials for each polling place;
- Conducting preliminary tests and public accuracy tests of voting systems;
- Programming, layout and printing of ballots for City elections;
- Compilation and reporting of election results and election statistics for dissemination to the appropriate canvassing boards and the public;
- Providing election-related information on the County web site;
- Conducting recounts for City offices and ballot questions;
- Preparing, posting, and publishing election notices;
- Providing information and assistance on election laws and procedures to City officials, candidates, the news media, and the general public;
- Administering absentee voting;
- Administering campaign financial reporting and economic disclosure activities;
- Performing duties of candidate filing officer, including acceptance of affidavits of candidacy and petitions;
- Analyzing proposed state and federal laws on election-related matters to determine impact on the City;

- Maintaining a database and preparing maps of election district and precinct boundaries;
- Providing technical assistance to the City Council in redrawing precinct boundaries as required;
- Retaining election records for at least 22 months following each election; and
- Retaining permanent archive of election results.

4. City Responsibilities

The City will perform the following election-related responsibilities:

- Conduct official canvass of election results following each City election;
- Provide the title and text of City questions to be placed on the ballot;
- Provide final approval for polling place locations; and
- Designate a person who will be the principal contact for the City.

5. Office Space and Equipment Storage

1.1 The County will provide suitable office and warehouse space to conduct all election-related activities and for storage of election equipment and supplies or will make the appropriate arrangements with the City for storage of election equipment and supplies.

6. Upgrading or Replacing Voting Systems

The County will assess the need to upgrade or replace the voting systems used for state, County, and City elections held on and after January 1, 2011. The County will provide the City with an estimate of the cost of upgrading or replacing the voting systems no later than March 1, 2011 if adoption of a replacement voting system is either required by law or otherwise deemed necessary by the County. The cost of upgrading or replacing voting systems is not included in this contract and will be the subject of a separate agreement.

7. Special Elections

The City will pay all costs for any municipal primary that is authorized by the City subsequent to the adoption of this contract.

The County will conduct all special elections required by law during the term of this contract. The costs of all special elections that are not held concurrently with a regularly scheduled state, County or City election will be paid separately from payments for regularly scheduled elections under this contract.

The City will pay all costs of any City special election that is not conducted on the date of a regularly scheduled City, County, or state election. The City will also pay all costs applicable to the City of any state special election that is not conducted on the date of a regularly scheduled City or state election.

8. School District Elections

The County will make available the City voting equipment, polling places, election supplies and election judges to Independent School District 623 as needed to conduct any primary, general or special election of the school district.

9. Insurance

During the term of this contract, the County and City will maintain, through commercially available insurance or on a self-insured basis, property insurance coverage on the voting equipment each owns, for the repair or replacement of the voting equipment if damaged or stolen. Each party shall be responsible for any deductible under its respective policy. Each party hereby waives and releases the other party, its employees, agents, officials, and officers from all claims, liability, and causes of action for loss, damage to or destruction of the other party's property resulting from fire or other perils covered in the standard property insurance coverage maintained by the party. Furthermore, each party agrees that it will look to its own property insurance for reimbursement for any loss and shall have no rights of subrogation against the other party.

10. Indemnification

Each party to this contract will defend, hold harmless, and indemnify the other party, its officials, agents, and employees from any liability, loss, and damage it may suffer as a result of demands, claims, judgments, or costs including, but not limited to, attorneys' fees and disbursements, arising out of or related to the indemnifying party's performance or failure of performance under this contract. This provision shall not be construed nor operate as a waiver of any applicable limits of or exceptions to liability set by law. This provision will survive the termination of this contract.

11. Legal Representation

The Ramsey County Attorney's Office will advise and represent the County in all election-related matters, except that the Falcon Heights City Attorney will advise the County on any election-related matter applying to the Falcon Heights municipal code.

12. Election Costs and Payments

Except for 2010, payments to cover the costs incurred by the County in the performance of the provisions of this contract for regularly scheduled elections will be made by the City in eight equal quarterly amounts for each two-year budget period, for a total of 12 quarterly payments during the initial term of the contract, based on invoices submitted by the County. Payments will be due on March 31, June 30, September 30 and December 31 of each year.

Payments in 2010 shall be made quarterly as outlined above.

The cost of election services for the 2010 budget period will be \$19,500.

The County will provide the cost for the 2011-2012 budget period to the City no later than April 1, 2010. The County will base the cost for the 2011-2012 budget period on the actual cost for the previous similar election years, adjusted as necessary by the County to account for the following factors: 1) estimated voter turnout; 2) labor contracts and agreements for non-represented employees approved by the Ramsey County Board of Commissioners; 3) changes in the Consumer Price Index for the Minneapolis-Saint Paul metropolitan area, as determined by the U.S. Bureau of Labor Statistics for the previous two-year period; 4) changes in state, federal, County or City legal requirements; and 5)

other factors having a significant impact on election costs.

The County will submit an invoice payable within 30 days of receipt to the City for all costs incurred by the County to conduct a special election.

13. Data Practices

All data created, collected, received, maintained, or disseminated for any purpose in the course of this contract is governed by the Minnesota Government Data Practices Act, any other applicable statute, or any rules adopted to implement the Act or statute, as well as federal statutes and regulations on data privacy.

14. Alteration

The provisions of this contract may be altered only by mutual written consent of the County and City. Any alteration, variation, modification, or waiver of the provisions of this contract shall be valid only after it has been reduced to writing and duly signed by all parties. Any alterations must be approved no later than June 1 of any year for implementation on January 1 of the following year.

15. Entire Agreement

This contract shall constitute the entire agreement between the parties and shall supersede all prior oral and written negotiations.

[This space intentionally left blank.]

IN WITNESS THEREOF, the parties have subscribed their names as of the last date written below.

RAMSEY COUNTY

CITY OF FALCON HEIGHTS

**By: _____
Julie Kleinschmidt
Ramsey County Manager**

**By: _____
Peter Lindstrom
Mayor**

Date: _____

Date: _____

Approval recommended:

Approval recommended:

**By: _____
Mark Oswald, Director
Property Records and Revenue Department**

**By: _____
Justin Miller
City Administrator**

Approved as to form and insurance:

**By: _____
Assistant County Attorney**

**By: _____
City Attorney**

Funds are available:

**By: _____
Budgeting and Accounting**

**By: _____
Finance Director**