

Maplewood



2017 BUDGET
and
Capital Improvement Plan
For the Years 2017-2021

CITY OF MAPLEWOOD, MINNESOTA



Cover photo contributed

City of Maplewood, Minnesota

2017 Budget

and

Capital Improvement Plan

For the Years 2017-2021

Prepared by:
The Department of Finance

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Maplewood

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SECTION I

INTRODUCTION and OVERVIEW



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INTRODUCTION

FORM OF GOVERNMENT

The City of Maplewood operates under the Council-Manager form of government. All policy decisions and legislative activities are the responsibility of the Council, but the administrative duties are delegated to the City Manager. One of the primary administrative duties of the City Manager is to prepare an annual budget for approval by the Council.

2017 BUDGET PROCESS

In May, department heads started the preparation of their budget requests for the 2017 fiscal year. Maplewood's fiscal year is the calendar year. During June, department heads submitted their budget requests to the City Manager and Finance Director. They reviewed the budget requests as they were received to determine if they were accurate, reasonable and justified. Beginning in July, the Finance Director prepared a preliminary operating budget based upon initial revenue estimates, department budget requests and recommended revisions in department budget requests.

The City Manager and Finance Director together met with each department head to individually discuss revisions to their budget requests. During these meetings, the Finance Director's recommended revisions were discussed and the City Manager made the final decision as to what would be included in the proposed budget. The Finance Director used this information to prepare the proposed operating budget document.

On September 12th, a hearing date was set and a proposed tax levy was certified to Ramsey County.

By November 24th, Ramsey County sent a notice to each taxpayer indicating the proposed property tax increase and the date of the City's public meeting. On December 12, 2016 the Council approved the proposed budget and the City's property tax levy to finance the approved budget.

BUDGET ORGANIZATION

The City's annual budget consists of the Operating Budget, Capital Improvements Budget and Debt Service Budget. Each of these sections is comprised of funds. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts and resources which are dedicated for a specific purpose. A fourth section, Supplementary Information, follows with financial policies, personnel, property tax and demographic information.

The expenditure accounts within the funds that comprise the Operating Budget are grouped by departments and subdivided into programs within each department. The focus of the Capital Improvements Budget are major projects and capital outlay of \$50,000 or more. The Debt Service Budget is prepared by bond issue to insure that financial resources are adequate to pay principal and interest on long-term debt when due but presented as one fund.

FINANCIAL POLICIES

Financial policies are located in the Financial Structure, Policy and Process section of this document.

LONG-TERM GOALS AND STRATEGIES

The City Council adopted the 2030 Comprehensive Plan in 2010. A comprehensive plan implements the long-range vision for the community's future. It is a guide for elected officials to use when making decisions. The Comprehensive Plan is available on the City's web-site at www.maplewoodmn.gov. Annually, the City Council adopts a 5 year Capital Improvement Plan.

During 2016, the City of Maplewood's leadership team and City Council engaged in team building and strategic planning retreats. The meetings yielded an improved understanding of Council-Staff team dynamics and a strategic plan for the coming years. Maplewood's vision recognizes that the City needs to grow and operate in a healthy, sustainable manner that meets the needs of today without reducing the ability of future generations to meet their own needs.

The strategic plan consists of a set of five *strategic priorities*, which are the highest priority issues for the coming years, a series of *key outcome indicators* and *targets*, which describe desired outcomes and success measures, and a list of *strategic initiatives*, which define the actions necessary to ensure successful effort. The strategic plan is summarized as follows:

- **Financial Sustainability** – Maintain a positive financial position by balancing revenues and expenditures for operations, debt management, and capital improvements. Provide long-term sustainability of quality city services at a level that reflects community values and is supported by available resources.
- **Coordinated Communication** – Maplewood is an evolving community and will need to position itself for the future. Create a long-term vision that reflects our community identity and be able to effectively communicate a consistent, broad-based message and brand through a variety of mediums.
- **Effective Governance** – Maplewood is committed to effective governance. This begins with creating a culture that is built on trust, creating clearly defined expectations, and is focused on the city's long-range mission and vision.
- **Targeted Redevelopment** – Guide the type and intensity of residential development by leveraging resources to expand the tax base and create life-cycle/mixed housing options that meet the diversity of the community. Promote commercial development through green building efforts and innovation that supports existing infrastructure, and to create an environment for businesses to expand.
- **Operational Effectiveness** – The city values organizational efficiencies, which are based on performance measurement and accountability.

STRATEGIC PRIORITY: FINANCIAL SUSTAINABILITY		
Key Outcome Indicator	Target	Strategic Initiatives
Reserve funding – facilities and equipment	All critical items identified in asset management plan are funded in 3 years	- Review all currently critical items and determine if they are operational or capital in nature. - Create a plan for operational items. - Determine financing sources for capital items. - Review feasibility for a dedicated portion of the tax levy to build up a replacement fund reserve. - Review city facilities/buildings energy use and look to create efficiencies.
General Fund reserves	Maintain a minimum balance of 40% general fund operating revenues	- Explore other diverse revenue sources and grant opportunities (i.e. new gas franchise fee). - Annual budget preparation. - Evaluate the efficiency and effectiveness of city services. - Set appropriate fees to recover cost of services. - Share information with City Council and Department Heads. - Monitor expenditures within approved budgets. - Create a financial management plan.
Budget	Positive change to net assets for all governmental funds (except future bonded items)	- Manage project budgets. - Evaluate the best use of LGA funding. - Maintain or improve the City's AA+ bond rating.

STRATEGIC PRIORITY: COORDINATED COMMUNICATION		
Key Outcome Indicator	Target	Strategic Initiatives
Citizen engagement	Three new engagement tools implemented	- Utilize MySidewalk by posting 2 topics continuously. - Create Social Media plan for the City. - Create Fix-It form and make available on website for citizens to submit work tickets to the City. - Implement system to allow for online job application submissions. - Hold City photo contest for a variety of categories. - Explore feasibility to hire a communications position to manage City social media plan and communications.
Communication	Determination made regarding most effective modalities	- Survey residents on how they would like to receive communications from the City. - Create a Communications Strategy/Policy for City departments to implement. - Department participation to successfully implement communication strategy. - Develop and implement programming policy.
Feedback from diverse communities	Most effective methods for feedback determined and one new approach implemented	- Recognize diverse communities to create an engagement strategy. - Evaluate official notices of City publications to be submitted in local diverse newspapers.

STRATEGIC PRIORITY: EFFECTIVE GOVERNANCE		
Key Outcome Indicator	Target	Strategic Initiatives
Decisions/Strategic Plan	80% of goals accomplished yearly	- Action steps are supported by the budget. - Bi-annual reporting to the Mayor and City Council regarding progress. - Improving the annual performance review process for employees. - Review staff report language/template for the council agenda items.
Council meeting decorum	Compliance with council approved "Rules of Civility"	- Review Council orientation presentation to promote rules of civility. - Mayor and commission chairs read rules of civility at the beginning of each meeting.
Advisory boards/Commissions	Advisory boards/commissions create annual initiatives/work plans that support City's strategic plan	- Schedule joint meeting between City Council and Committees. - Committees submit annual work plans to City Council for approval.

STRATEGIC PRIORITY: TARGETED REDEVELOPMENT		
Key Outcome Indicator	Target	Strategic Initiatives
Gladstone area redevelopment	Three parcels at Maplewood Bowl completed, complete trailer park partnerships, and 50% agree to relocation (auto repair)	- Deconstruct Maplewood Bowl building and complete all three phases of new construction. - Build solid relationships and seek relocation agreements with the automobile repair shops and other businesses along Frost Avenue. - New developments should reflect effects of new transit potential.
Vacant commercial space	50% of square footage back in productive use	- Assess crime and quality of life data in areas with high commercial vacancy rates for the purpose of developing and implementing targeted intervention strategies. - Identify commercial vacant buildings and map them. Post interactive map on City website. Track vacant commercial building progress as they go vacant and become occupied. Offer incentives through various green building, City energy programs and progressive economic development programs and funding opportunities.
Redevelopment corridors	Create a shared vision with identified stakeholder	- Schedule meetings with all stakeholders and develop a shared vision of street and land use strategies. - Create an inventory of specific areas of neighborhoods with homes in disrepair.

STRATEGIC PRIORITY: OPERATIONAL EFFECTIVENESS		
Key Outcome Indicator	Target	Strategic Initiatives
Performance measures	Five core effectiveness measures for all departments	• Review and analyze existing performance measures. • Explore the feasibility of adding a software module for on-boarding of new employees and performance measurement.
Collaboration/shared services	Two new executed service agreements – one internal and one external	• Closest unit dispatching. • Regional sharing of law enforcement records – crime analysis. • With the Parks department, establish contracted youth prevention programming. • Review our utility billing contracts annually. • Certified CPR training for all police officers. • Work with Public Works on implementation of Park System Master Plan outcomes – trails and connectivity. • Ensure partnership agreement/vision with the YMCA is successful. • Identify areas where Metro-Inet is an option for increased purchasing power. • Leverage opportunities for joint operations or capital project partnerships by establishing regular work group in east metro.

STRATEGIC PRIORITY: OPERATIONAL EFFECTIVENESS (continued)		
Key Outcome Indicator	Target	Strategic Initiatives
Survey results	80% or greater favorable rating on service delivery	• Text based EMS survey. • Develop and implement police service satisfaction survey offering both web based and paper/pencil options. • Continue to improve access to financial data online. • Allow for more online business. • Provide opportunities for participant surveys in all Parks programming offerings including the Community Center. • Utilize citizen engagement tools to better understand what service improvements are wanted. • Gather statistically valid service delivery survey to track quality of delivery and responsiveness.

COUNCIL/MANAGER PRIORITIES AND ISSUES

Maplewood is a mature, inner-ring suburb of St. Paul, MN and is mostly developed. Therefore, the overall budget is primarily focused on maintenance.

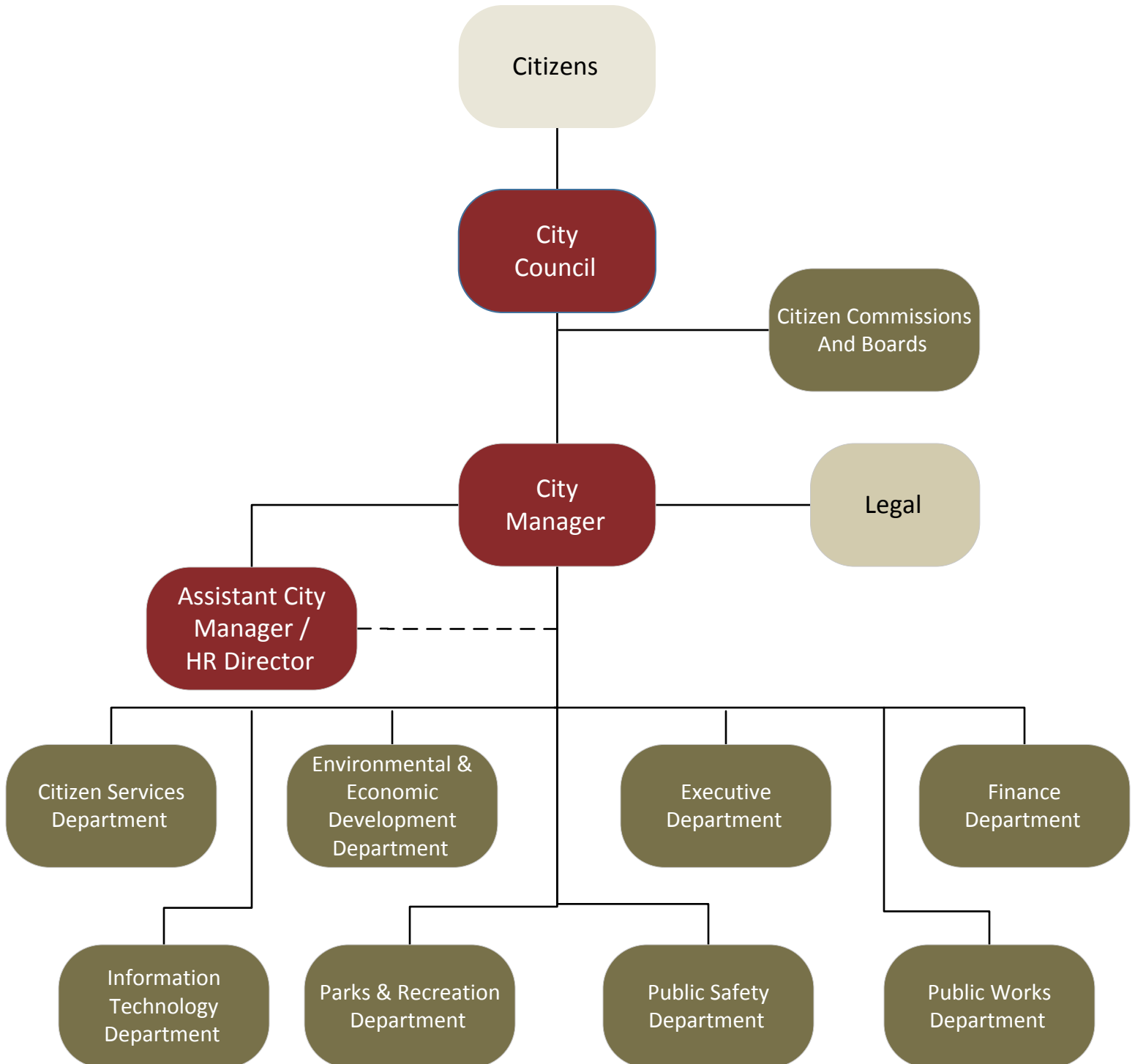
The current agreements with bargaining units expire at the end of 2016. However, the 2017 budget reflects a 2.5% cost of living adjustment (COLA) during the year for employees.

The Minnesota Legislature provided local governments with financial support beginning in 2014 by enacting a new sales tax exemption which gives the City relief from paying sales tax on certain items, and by making changes to the Local Government Aid (LGA) program which allocated LGA funding to the City for the first time since 2002. Included in the 2016 Budget is \$659,000 for our LGA allocation. The LGA funds are being applied to the Debt Service Fund and Capital Improvement Projects Fund to reduce the tax levy needed for those funds. The City does not want to be dependent on the State for funding of its operations. In past years, the State has unallocated funds due Cities to cover deficits in its budget.

GOALS AND OBJECTIVES OF ORGANIZATIONAL UNITS

Detailed department objectives are included in the Operating Budget section of this report.

City of Maplewood Organizational Chart



CITY OF MAPLEWOOD, MINNESOTA

PRINCIPAL CITY OFFICIALS

November 2016

CITY COUNCIL

NORA SLAWIK, MAYOR
Term Expires 1-01-2018

KATHLEEN JUENEMANN, COUNCILMEMBER
Term Expires 1-01-2018

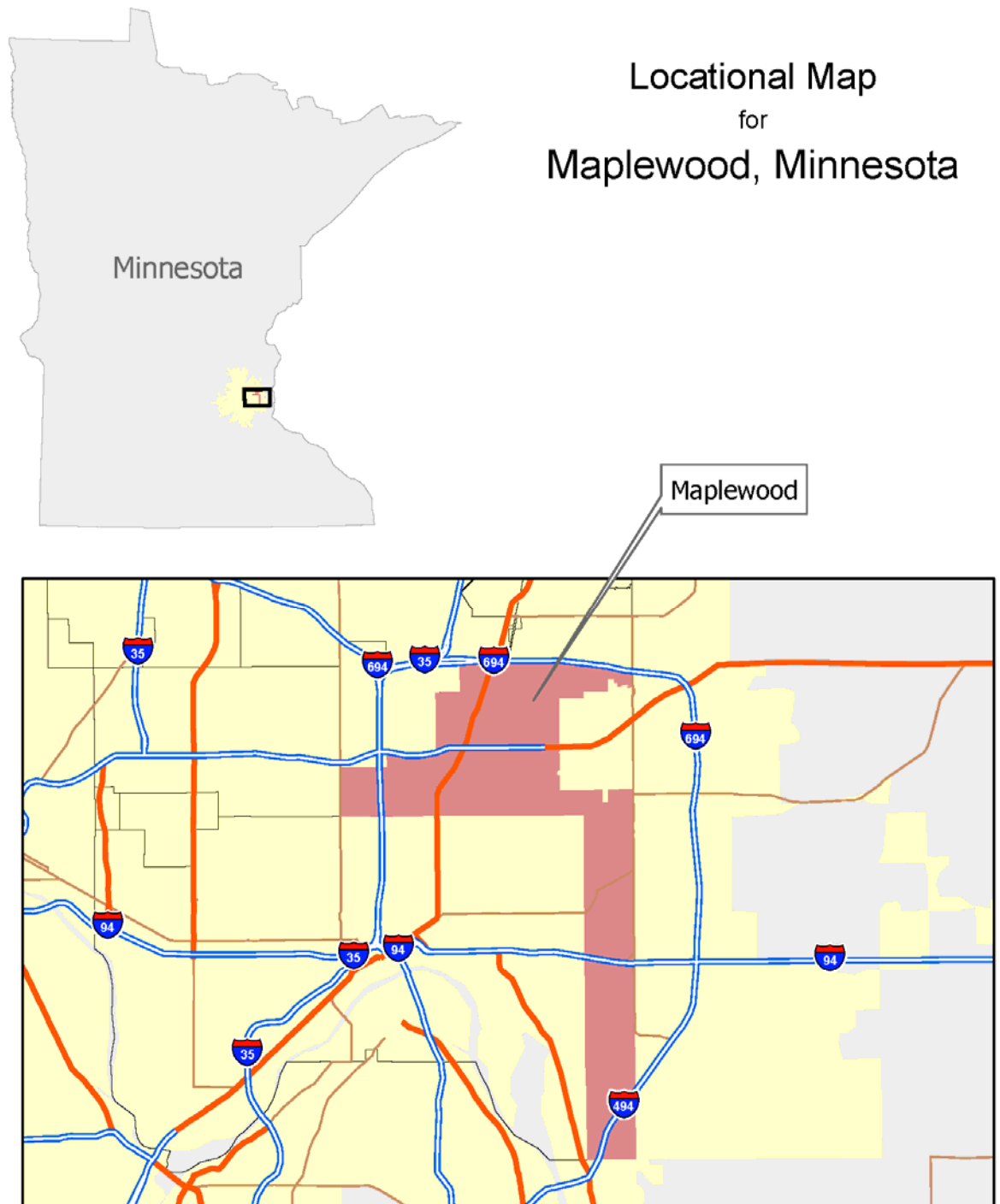
MARYLEE ABRAMS, COUNCILMEMBER
Term Expires 1-01-2018

BRYAN SMITH, COUNCILMEMBER
Term Expires 1-01-2020

TOU XIONG, COUNCILMEMBER
Term Expires 1-01-2020

CITY MANAGERIAL STAFF

<u>Employee</u>	<u>Position</u>	<u>Date Appointed</u>
Melinda Coleman	City Manager	February 6, 2015
Mike Funk	Assistant City Manager/Human Resource Director	February 23, 2015
DuWayne Konewko	Director of Environmental & Economic Development	May 2, 2016
Ellen Paulseth	Finance Director	May 2, 2016
DuWayne Konewko	Director of Parks & Recreation	January 1, 2011
Mychal Fowlds	Information Technology Director	February 6, 2006
Karen Haag	Director of Citizen Services	August 5, 1996
Steve Lukin	Fire Chief	March 17, 2000
Michael Thompson	Director of Public Works	June 4, 2012
Paul Schnell	Police Chief	July 29, 2013



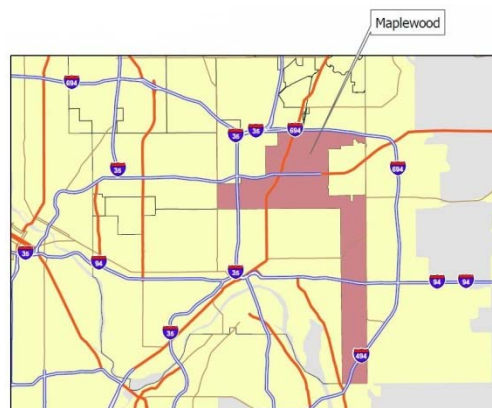


Community Profile

The City of Maplewood is located in the eastern portion of Ramsey County and is approximately 6 miles north of downtown Saint Paul. The distinctive shape of the city covers 19.13 square miles.

The land which is now Maplewood was originally part of the Sioux Indian nation. The first recorded settler came in 1844 and over the next hundred years the land was settled and businesses developed. Maplewood's unique shape developed as boundaries were created by other townships incorporating into various cities leaving a mile wide strip of land. This land was incorporated into New Canada Township. Ultimately, the township was incorporated in 1957 and became the City of Maplewood, and then in 1974 it became a statutory city.

Maplewood is bordered by 9 different cities and has several major roads within its borders. Interstate 694, 94, and 494 all run east-west through the city, as does Minnesota Highway 36. Interstate 35E and Highway 61 provide north-south routes in Maplewood. Also, White Bear Avenue and McKnight Road are significant transportation corridors in Maplewood.

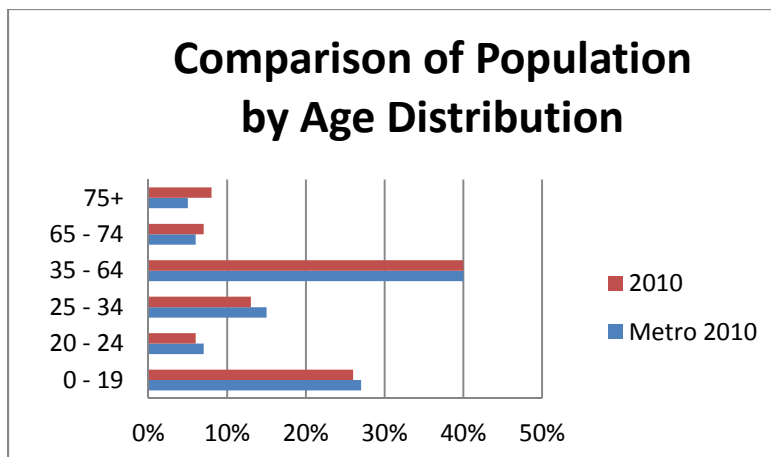


A few of the main corporate occupants of Maplewood include the world-wide headquarters of the 3M Company, the Maplewood Mall and St. John's Hospital.



Also, many auto dealerships, health-related businesses, senior-living developments, variety of retail shops and restaurants as well as several private schools are contained within Maplewood's boundaries. Other facilities within city limits include a branch of the Ramsey County Library, three public elementary schools and two middle schools.

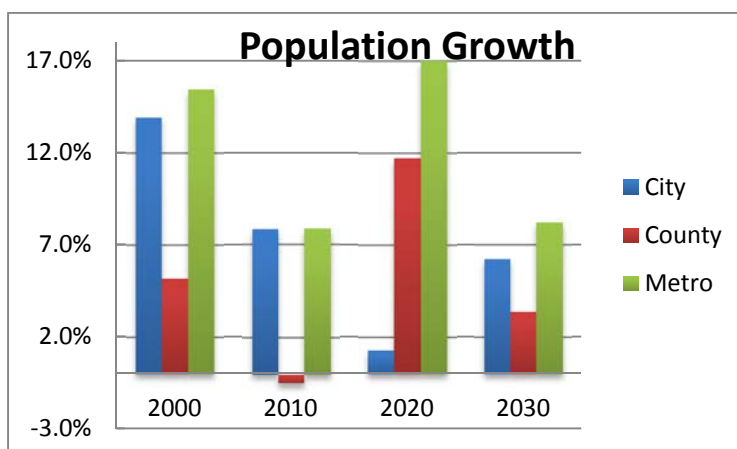
As of 2010, the city had a population of 38,018 according to the 2010 U.S. Census Bureau. The Metropolitan Council estimates this number will show steady increase through 2030. The past trends in population have been comparable to the county and metro. The Metropolitan Council is expecting similar trends to continue through 2030.



One of the areas showing a noticeable discrepancy between Maplewood and the metro area is age distribution of the population. The population composition shows Maplewood to have a slightly more aged populace than the metro area.

Demographic Statistics

Characteristics	Maplewood			Metro Area		
	1990	2000	2010	1990	2000	2010
Population	30,954	35,258	38,018	2,288,729	2,642,062	2,849,567
Persons by Gender						
Female	51%	48%	52%	51%	51%	51%
Male	49%	52%	48%	49%	49%	49%
Number of Families	6,977	8,446	9,191	438,402	583,900	744,303
Number of Households (occupied)	11,496	13,758	14,882	875,504	1,021,456	1,117,749
Persons per Household	2.69	2.56	2.55	2.61	2.59	2.55
Number of Housing Units	12,120	14,004	15,564	922,224	1,169,775	1,186,986
Households by Type						
Family Households						
Married	60%	53%	54%	54%	51%	54%
Unmarried	14%	14%	11%	13%	13%	9%
Non-family Households	26%	33%	35%	33%	36%	37%
Median Household Income	\$37,856	\$51,596	\$51,557		\$54,304	\$63,927
Employment	25,068	29,259	27,570	1,273,773	1,563,245	1,542,088



The City's governing body is the City Council, comprised of the Mayor and four Council members. The City of Maplewood uses a Council-Manager form of government in which the mayor and four Council members decide all legislative issues and delegate administrative duties to the City Manager. The Mayor and Council members are elected at large to serve overlapping four-year terms.

Services provided by the City of Maplewood are police, fire fighting, street maintenance, recreation programs, park maintenance, planning, and building inspection. In 2016 the City will have 153 full-time employees serving in various departments, including fire and police protection, and approximately 325 part-time, casual and temporary employees. Police protection is provided to all parts of the City through a 52-employee police force. Fire protection services are provided by 17 full-time firefighters and numerous casual part-time firefighters at three fire stations.



As part of the parks and recreation programs, the Maplewood Community Center provides the community with an aquatic center, fitness opportunities, a performing arts theatre, and rental spaces for events.

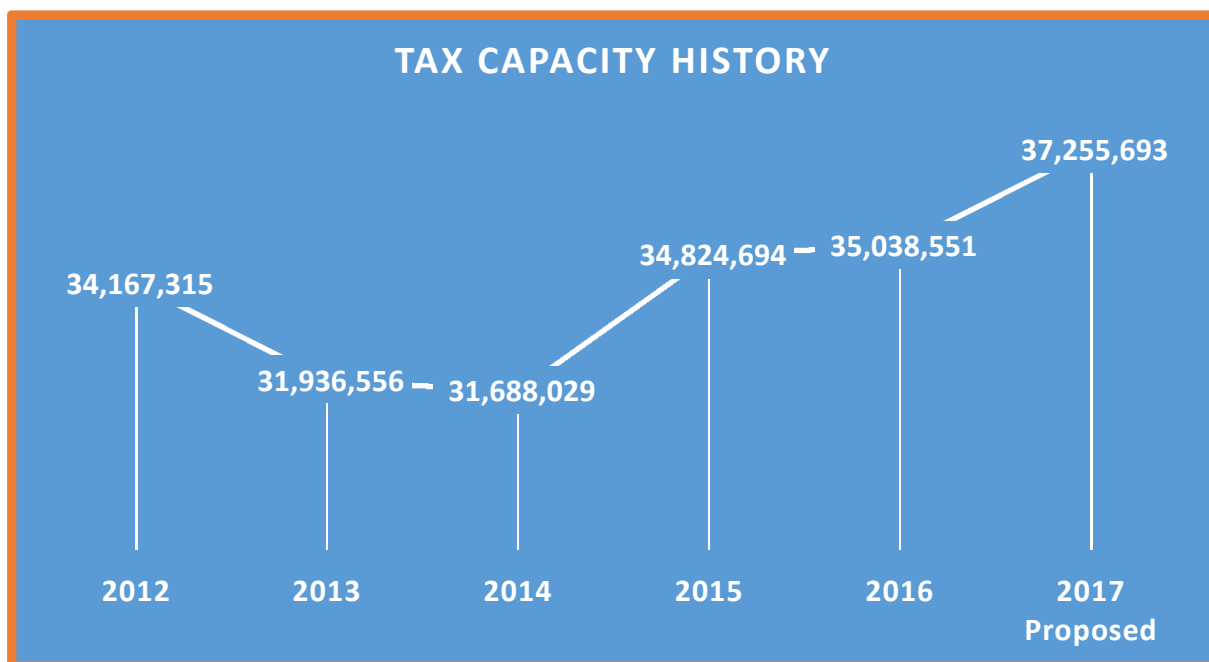
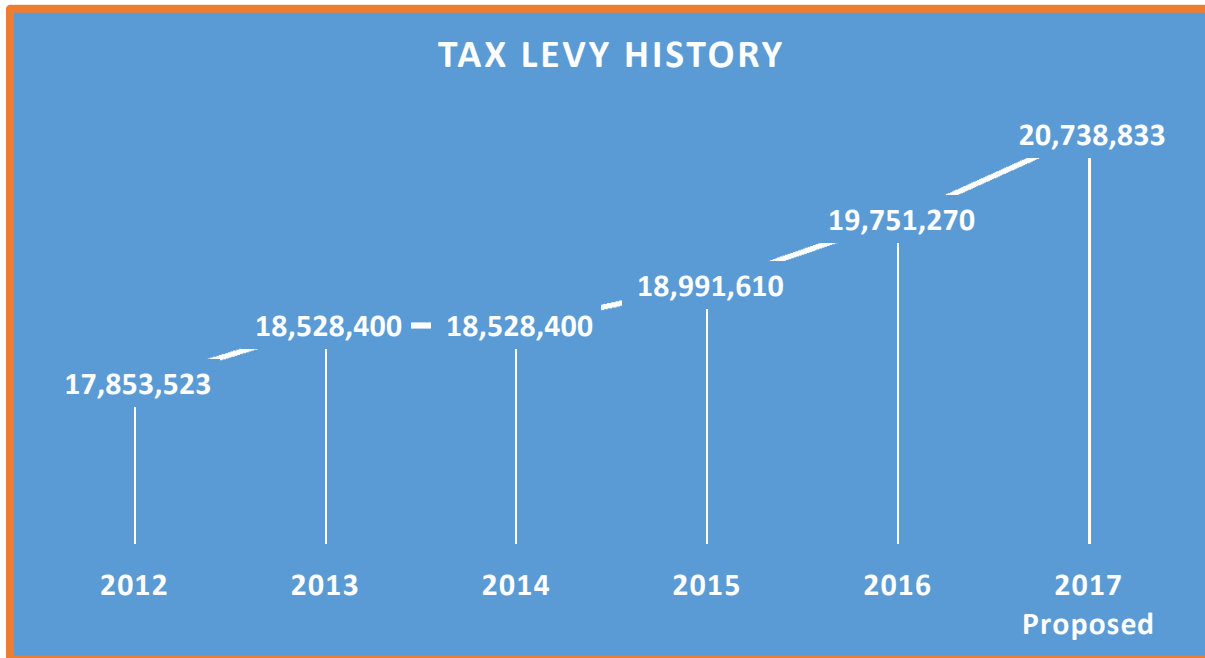
The Maplewood Nature Center offers one and a half miles of trails, a 620-foot floating boardwalk and observation deck on Green Heron Pond along with many educational programs.

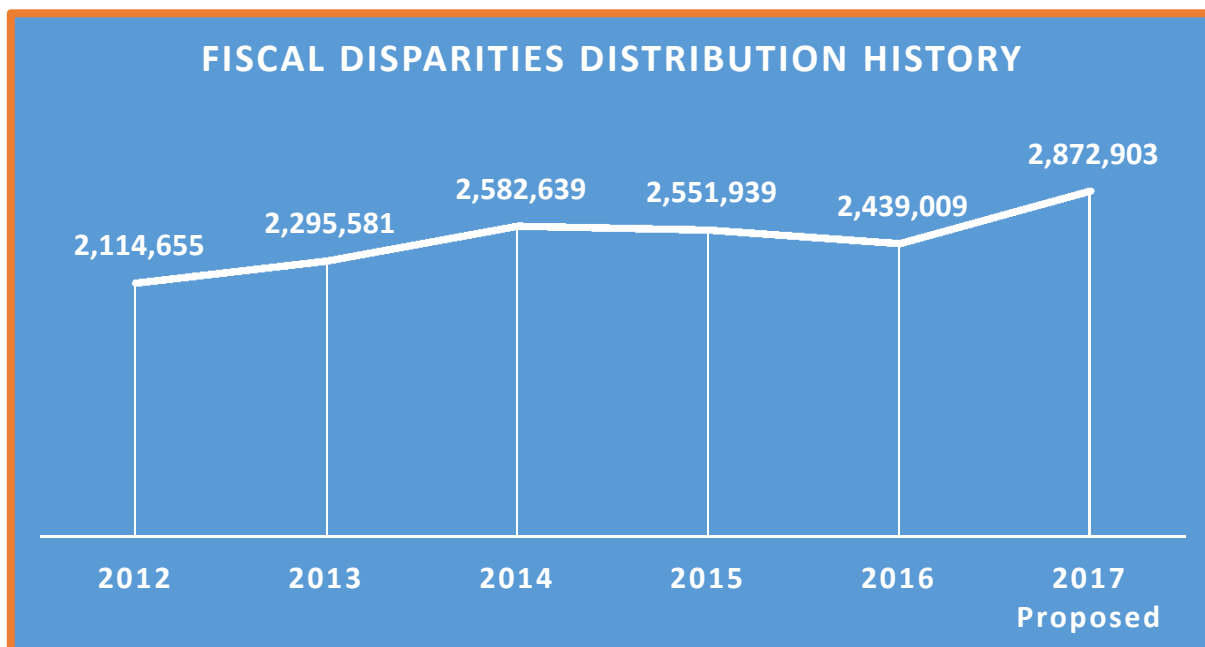
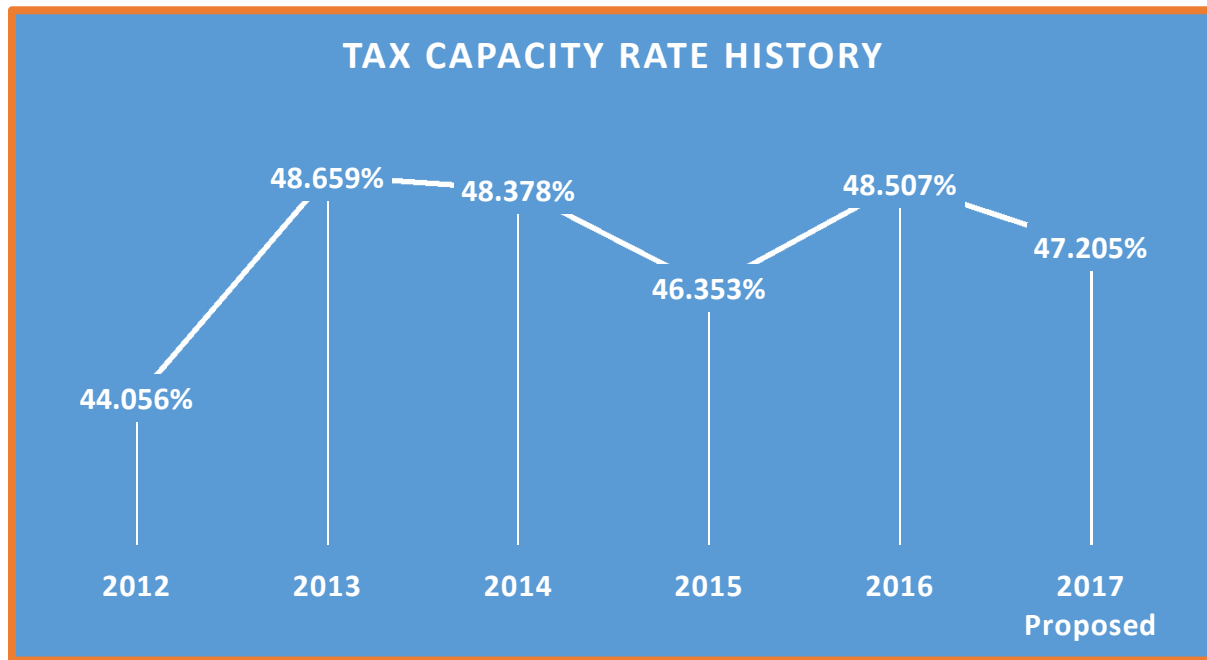
There are also miles of trails throughout the city and more than 300 acres of neighborhood preserves. In addition, the city oversees 35 parks with a variety of amenities such as: picnic shelters, playground equipment, ball fields, football and soccer fields, basketball and tennis courts and outdoor skating rinks.



TAX BASE, TAX LEVIES AND TAX RATES

The following charts illustrate the current year and previous five years historical analysis of the various elements of the City's property taxes.



TAX BASE, TAX LEVIES AND TAX RATES *continued*



Dear Honorable Mayor and City Council Members:

I am pleased to transmit the City of Maplewood's 2017 Budget and the 2017-2021 Capital Improvement Plan and Financial Management Plan. The budget, as adopted by the City Council, identifies how City resources will be allocated in the year 2017. It is my intention that the information contained within this document will clearly communicate the City's 2017 financial plans and provide an operations guide for all City departments. The 2017 Budget is funded at City Council's direction by a tax rate that limits new spending for operations, capital improvements and debt service to a 5.0% increase.

The primary challenges encountered in the preparation of the 2017 Budget are as follows:

1. The purchase of body cameras, squad cameras and data storage for the police department;
2. Providing for increased public safety dispatching contacted costs;
3. Prepare a long-range comprehensive plan;
4. Increase prosecution of domestic violence cases.
5. Conduct an assessment of public safety facilities to identify opportunities to increase efficiencies.
6. Purchase emergency medical equipment and fire turnout gear.
7. Alleviate deficit fund balances in the Ambulance Fund and Community Center Fund.

The 2017 Budget will maintain high quality and cost effective services. The Budget is the primary tool of the City Council to ensure that the City's limited resources are wisely utilized and to establish department objectives for the coming year. The City is positioned to meet current and future challenges, due to sound fiscal management. The 2017 Budget protects our excellent bond rating and, while maintaining the General Fund balance at a level covering 40.0% of anticipated revenues.

The City Council and staff should be commended for its cooperative effort in the review and adoption of the 2015 Budget. This budget will meet the needs and expectations of the residents of the City of Maplewood. I want to thank all those who participated in the 2017 budget process to help build a balanced service-oriented financial plan for the City of Maplewood.

Sincerely,

Melinda Coleman
City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Maplewood
Minnesota**

For the Fiscal Year Beginning

January 1, 2016

Executive Director

AWARD FOR DISTINGUISHED BUDGET PRESENTATION

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award for Distinguished Budget Presentation to the City of Maplewood for its annual budget for the fiscal year beginning January 1, 2016.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications medium. The award is valid for the period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

BUDGET OVERVIEW

Major Initiatives

The 2017 City Budget was prepared with the long-range goals established by the City Council as a foundation. Challenges and opportunities were identified and prioritized, resulting in the strategic plan priorities shown below. Major Council initiatives include:

- Improved public safety outcomes through the purchase and use of body worn and squad cameras and data storage;
- Decrease domestic violence through more aggressive prosecution;
- Promote development and community planning by completing a new long-range comprehensive plan;
- Accommodate increases in public safety dispatching contracts;

Strategic Plan

The strategic priorities established by the City Council are as follows:

- **Financial Sustainability** – Maintain a positive financial position by balancing revenues and expenditures for operations, debt management, and capital improvements. Provide long-term sustainability of quality city services at a level that reflects community values and is supported by available resources.
- **Coordinated Communication** – Maplewood is an evolving community and will need to position itself for the future. Create a long-term vision that reflects our community identity and be able to effectively communicate a consistent, broad-based message and brand through a variety of mediums.
- **Effective Governance** – Maplewood is committed to effective governance. This begins with creating a culture that is built on trust, creating clearly defined expectations, and is focused on the city's long-range mission and vision.
- **Targeted Redevelopment** – Guide the type and intensity of residential development by leveraging resources to expand the tax base and create life-cycle/mixed housing options that meet the diversity of the community. Promote commercial development through green building efforts and innovation that supports existing infrastructure, and to create an environment for businesses to expand.
- **Operational Effectiveness** – The city values organizational efficiencies, which are based on performance measurement and accountability.

**Revenues
down 3.75%**

The 2017 budget anticipates revenues in the amount of \$45,501,059, a decrease of \$1,767,921 (3.74%) from 2016. The primary reason for the decrease is the reclassification of internal charges from Charges for Services to Transfers In (Other Financing Sources and Uses). The 2017 General Fund budget reflects \$1,738,550 in Transfers In, which had previously been classified as Charges for Services. This change was made to improve transparency and present the internal charges in accordance with generally accepted accounting principles.

Fund	2016	2017	\$ Change	% Change
General	\$ 19,068,880	\$ 18,183,479	\$ (885,401)	-4.64%
Special Revenue	901,890	1,673,750	\$ 771,860	85.58%
Debt Service	7,469,510	7,642,890	\$ 173,380	2.32%
Capital Projects	4,040,360	4,154,740	\$ 114,380	2.83%
Enterprise	13,984,470	12,150,000	\$ (1,834,470)	-13.12%
Internal Service	1,803,870	1,696,200	\$ (107,670)	-5.97%
TOTAL	\$ 47,268,980	\$ 45,501,059	\$ (1,767,921)	-3.74%

**Expenditures
up 12.11%**

Total expenditures in the 2017 budget are \$56,624,699. Expenditures in the 2017 budget are 14.64%, or \$7,230,779, more than 2016. The primary reason for the increase is related to capital project expenditures. The Capital Projects Fund budget is \$6,329,140 more than the prior year original budget because the project budgets were established in mid-year. The budget includes large projects that are partially funded with debt proceeds and other revenue sources. In addition, the City is no longer operating the community center resulting in a reduction in expenditures of \$2,870,120 in the Enterprise Funds. The YMCA currently operates the community center. However, the City will continue to fund capital improvements to the facility, including \$500,000 in 2017.

Fund	2016	2017	\$ Change	% Change
General	\$ 19,005,900	\$ 19,894,029	\$ 888,129	4.67%
Special Revenue	1,019,320	1,616,150	\$ 596,830	58.55%
Debt Service	13,419,790	14,725,820	\$ 1,306,030	9.73%
Capital Projects	1,560,260	7,889,400	\$ 6,329,140	405.65%
Enterprise	12,673,220	10,803,100	\$ (1,870,120)	-14.76%
Internal Service	1,715,430	1,696,200	\$ (19,230)	-1.12%
TOTAL	\$ 49,393,920	\$ 56,624,699	\$ 7,230,779	14.64%

The difference between total revenues and expenditures will be financed by the use of surplus fund balances, transfers between funds and bond issues.

Tax Levy for 2017 5.0% higher

The City's tax levy for 2017 is \$20,738,833, which is 5.0%, or \$987,563, higher than 2016. For taxes payable in 2017, the average median value home is estimated to be \$200,900, reflecting an increase in value of 5.3% from the prior year. The net City portion of the property tax for the median valued home for 2017 is proposed to be \$873 as compared to \$845 in 2016. This is an increase of \$28 (\$2.33 per month) or 3.3%. Approximately 74.8% of the tax levy is for operations and 23.60% is for debt service costs on bond issues. The remaining 1.6% is for capital improvements. More detailed information on property taxes can be found in the Budget Summary section of this document.

The following table summarizes the estimated City tax impact on residential homes based on estimates provided by Ramsey County assuming a 5.3% increase in property valuation.

Value of Home Pay 2016	Value of Home Pay 2017	2016 Actual	2017 Estimated	\$ Increase (Decrease)	% Increase (Decrease)
\$ 190,800	\$ 200,900	\$ 845	\$ 873	\$ 28	3.3%
95,000	100,000	330	346	16	4.8%
142,500	150,000	586	608	22	3.8%
237,400	250,000	1,096	1,130	34	3.1%
379,900	400,000	1,863	1,913	50	2.7%

City Receives 31.0% of Taxes

In 2017 the City will receive 31.82% of the property taxes on property within the City. The following illustration indicates the allocation of property tax dollars by government type.



It should be noted that the above data is for property in Maplewood that is located within School District 622.

Full-Time Employees down 4.5

The number of full-time employees included in the 2017 Budget is 148.5 which is 4.5 less than the previous year. The increase is primarily the result of eliminating 11 positions from the Community Center, due to the YMCA assuming the operations role, and the

elimination of one Building Maintenance Supervisor. In addition, two communications positions and one police officer position were added.

TOTAL BUDGET BY DEPARTMENT

The total city budget covers basic City services such as police, fire, street maintenance, recreation programs, park maintenance, planning, building inspections and utility maintenance. The expenditures are grouped by fund and department and subdivided into programs for each department. Budget performance is measured based on the accomplishment of the objectives for 2017 listed for each department and by the performance effectiveness indicators listed for each program.

The budget changes by department are as follows:

TOTAL BUDGET EXPENDITURES BY DEPARTMENT				
	2016 Budget	2017 Budget	\$ Change	% Change
Citizen Services	1,315,320	1,363,219	47,899	3.64%
Env & Economic Dev	2,199,340	2,454,510	255,170	11.60%
Executive	1,098,090	1,628,640	530,550	48.32%
Finance	702,690	679,000	(23,690)	-3.37%
Fire	4,606,320	5,238,140	631,820	13.72%
Information Technology	787,200	766,250	(20,950)	-2.66%
Legislative	194,090	192,180	(1,910)	-0.98%
Parks & Recreation	4,466,720	2,191,550	(2,275,170)	-50.94%
Police	8,822,840	9,316,380	493,540	5.59%
Public Works	11,379,400	17,656,010	6,276,610	55.16%
Debt Service	13,821,910	15,138,820	1,316,910	9.53%
Total Expenditures	49,393,920	56,624,699	7,230,779	14.64%
Less Internal Charges	1,715,430	1,696,200	(19,230)	-1.12%
Net Expenditures	47,678,490	54,928,499	7,250,009	15.21%

Internal charges include administrative charges, fleet rental charges and information technology charges. Details on department budgets are included in the departmental section of this document.

Growth

Population growth and commercial development are driving factors in the size of the City's budget. Population increases correlate positively with new housing stock. Commercial development is measured by the valuation of non-residential building permits. For the past four years these growth factors have been as follows:

MAPLEWOOD GROWTH FACTORS				
	RESIDENTIAL GROWTH			NON-RESIDENTIAL GROWTH
Year	New Housing Units	Population	% Change	Valuation of Non-Residential Building Permits
2012	20	39,065	1.80%	\$ 74,559,094
2013	22	38,950	-0.29%	\$ 38,612,177
2014	25	39,054	0.27%	\$ 174,513,584
2015	61	39,742	1.76%	\$ 54,348,047

Source: Population data from Metropolitan Council.

GENERAL FUND

Most of the City's operating budget is accounted for in the General Fund. A high level overview of budget changes is shown below:

	2016 BUDGET	2017 BUDGET	INCREASE (DECREASE	% CHANGE
Revenues:				
Property Taxes	13,131,520	14,418,079	1,286,559	9.8%
Other Revenues	5,937,360	3,765,400	(2,171,960)	-36.6%
Transfers In	-	1,738,550	1,738,550	N/A
Total Revenues	19,068,880	19,922,029	853,149	4.5%
Expenditures:				
Expenditures	19,005,900	19,894,029	888,129	4.7%
Transfers Out	28,000	28,000	-	0.0%
Total Expenditures	19,033,900	19,922,029	888,129	4.7%
Reserves	34,980	-		

The significant change in the Other Revenues and Transfers In categories is due to the reclassification of internal charges as Transfers In rather than Charges for Services. This change was made to increase transparency and better reflect generally accepted accounting principles.

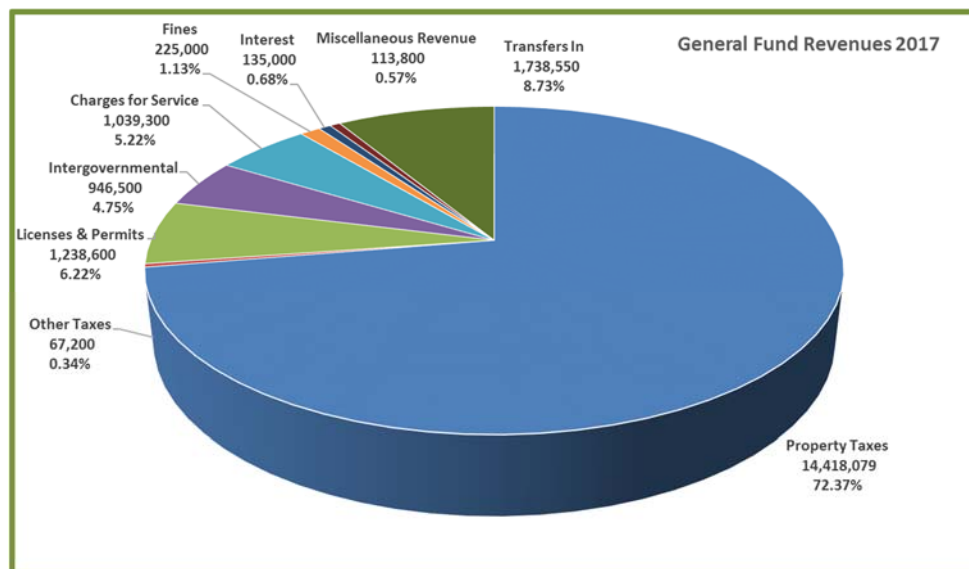
Increases in Expenditures were primarily due to inflation and several new initiatives.

The City budgeted for a small increase in reserves in 2016, but adopted a balanced budget for 2017.

General Fund Revenues up 4.5%

Total General Fund revenues are increasing \$853,149. Most of the increase is due to increasing property taxes in the amount of \$1,286,559. Property taxes represent 72.4% of the revenues for the General Fund. Charges for services are down \$2,212,520, but the reduction is offset by Transfers In of \$1,738,550. This is the result of a reclassification of internal charges. Some internal charges were eliminated resulting in a net reduction in revenues.

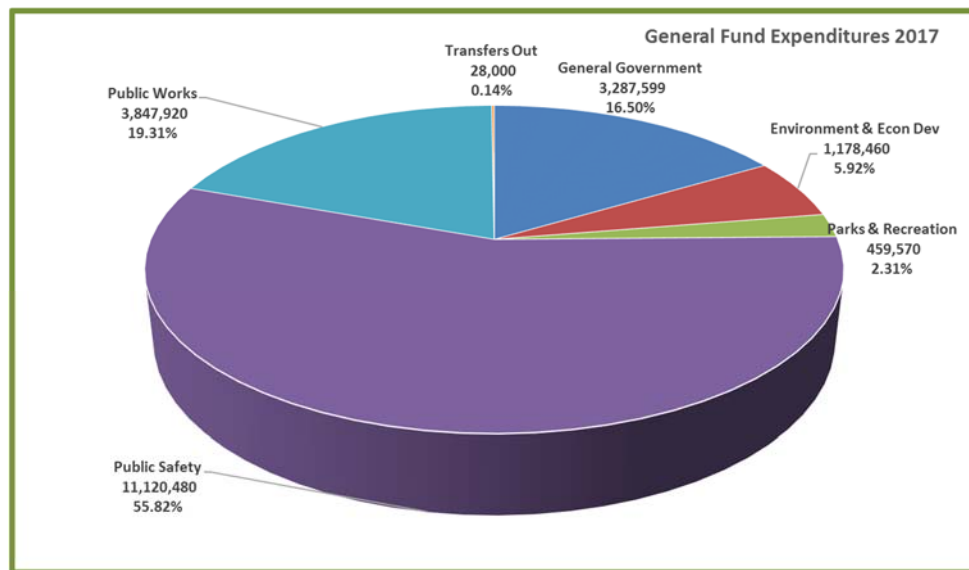
General Fund Revenues	2016	2017	\$ Change	% Change
Property Taxes	\$13,131,520	\$14,418,079	\$ 1,286,559	9.80%
Assessments/Other Taxes	64,760	67,200	2,440	3.77%
Licenses and Permits	1,242,340	1,238,600	(3,740)	-0.30%
Intergovernmental	909,710	946,500	36,790	4.04%
Charges for Services	3,251,820	1,039,300	(2,212,520)	-68.04%
Fines and Forfeits	229,000	225,000	(4,000)	-1.75%
Interest Earnings	121,440	135,000	13,560	11.17%
Miscellaneous	118,290	113,800	(4,490)	-3.80%
Transfers In	-	1,738,550	1,738,550	N/A
TOTAL	\$19,068,880	\$19,922,029	\$ 853,149	4.5%



General Fund Expenditures up 2.9%

The 2017 Budget includes expenditures that are 4.7% higher than the 2016 Budget. The biggest factors affecting the increase are cost of living adjustments and step increases, body cameras and data storage, a comprehensive plan update, public safety dispatching and prosecution contract increases, and a public safety facility assessment. Expenditures by category are as follows:

General Fund Expenditures	2016	2017	\$ Change	% Change
General Government	\$ 3,199,950	\$ 3,287,599	\$ 87,649	2.74%
Environment & Econ Dev	1,012,650	1,178,460	165,810	16.37%
Parks & Recreation	524,650	459,570	(65,080)	-12.40%
Public Safety	10,482,100	11,120,480	638,380	6.09%
Public Works	3,786,550	3,847,920	61,370	1.62%
Transfers Out	28,000	28,000	-	0.00%
TOTAL	\$19,033,900	\$19,922,029	\$ 888,129	4.7%



General Fund Balance at Least 40% of Budget

The State Auditor recommends that cities maintain unreserved fund balances in their general fund of approximately 35 to 50 percent of fund operating revenues or no less than five months of operating expenditures. Adequate fund balance is necessary to ensure normal cash flow needs and funding for unexpected expenditures. Therefore, the budgeted 2017 fund balance has been set at an amount equal to or greater than 40% of the 2017 budgeted operating revenues.

DEBT SERVICE FUND

The debt service budget provides funding for the payment of principal and interest on the City's bonded indebtedness.

Budgeted revenues for 2017 are 2.32% more than budgeted for 2016. Major revenue sources are property taxes, special assessments, state street aid, local government aid, and investment earnings.

Budgeted expenditures for 2017 are 10.18% more than budgeted for 2016. This is due to advance refunding bonds reaching the call date in 2017. Escrow funds will defease the advance refunding debt. The City continues to pursue opportunities to reduce debt service expenditures through responsible refunding of debt.

**CAPITAL
OUTLAY**

The capital expenditure portions of the budget cover the acquisition and construction of major facilities and infrastructure. Capital Project Funds are generally restricted for major equipment purchases and construction projects costing in excess of \$50,000. All other capital outlay is financed within the individual Governmental and Enterprise Funds. The 2017 Budget document includes the 2017-2021 Capital Improvement Plan adopted by the City Council. This five-year plan is updated annually through a comprehensive capital needs planning process. The CIP is appropriated one year at a time, in the current budget year.

Major revenue sources for the capital improvements budget include property taxes, tax increment financing revenues, intergovernmental revenues, charges for services, park availability charges, investment earnings, sale of property, and miscellaneous revenues.

The Capital Improvement Plan for 2017-2021 is located in the Capital Improvement Section of the budget document. Impact on the operating budget is calculated and included with each major project.

**Capital
Improvement
Plan
2017-2021**

Based on projections in the 2017-2021 Capital Improvement Plan, the Capital Improvement Budget will range from \$9.5 million in 2017 to \$13.2 million in 2021, for a five-year total of \$66.7 million. Major factors affecting the capital budgets will be (a) continued competitive bidding environments and (b) the number of public improvement projects that are approved for construction.

Utility Rates

Operating budget revenues for 2017 produced by utility service charges will total \$8 million. Utility service charges consist of sewer service charges, environmental utility charges and recycling charges.

Sewer No increase in sewer rates is necessary to finance the 2017 budget for the Sanitary Sewer Fund. The largest expenditure in the Sewer Fund is the Metropolitan Council sewage treatment charges, which will increase by 5.4% in 2017. Sewage treatment charges will be approximately \$3,203,150 which is 65.8% of the operating expenses in the Sanitary Sewer Fund. The sewage treatment charges are difficult to estimate due to variations in the flow caused by ground water infiltration into the sewer mains. The expansion of our street reconstruction program over the past years has impacted the Sanitary Sewer Fund. Sewer mains are generally replaced as streets are rebuilt and the funding for sewer infrastructure costs comes from this fund.

Environmental Fund A 9% increase in the environmental utility charge is necessary to offset the demands on city resources for storm water treatment and increasing operating costs. An analysis the pressures to expand this program are significant.

Recycling The budget includes a 0% increase in the recycling charge to offset the costs of recycling. The recycling charge currently produces sufficient revenue to finance expenditures and maintain an adequate level of reserves.

Water Surcharge Revenue from the surcharge on North St. Paul and St. Paul water utility bills is included in the Capital Projects budgets. These revenues are used to finance future water system improvements that cannot be financed by special assessments. The 2017 Budget includes no increase in the water surcharge for the North St. Paul Water Service District. It remains at \$1.20 per account per month. The 2017 Budget includes no increase in the water surcharge for the St. Paul Water Service District. It remains at 7.0% of the St. Paul Water charge.

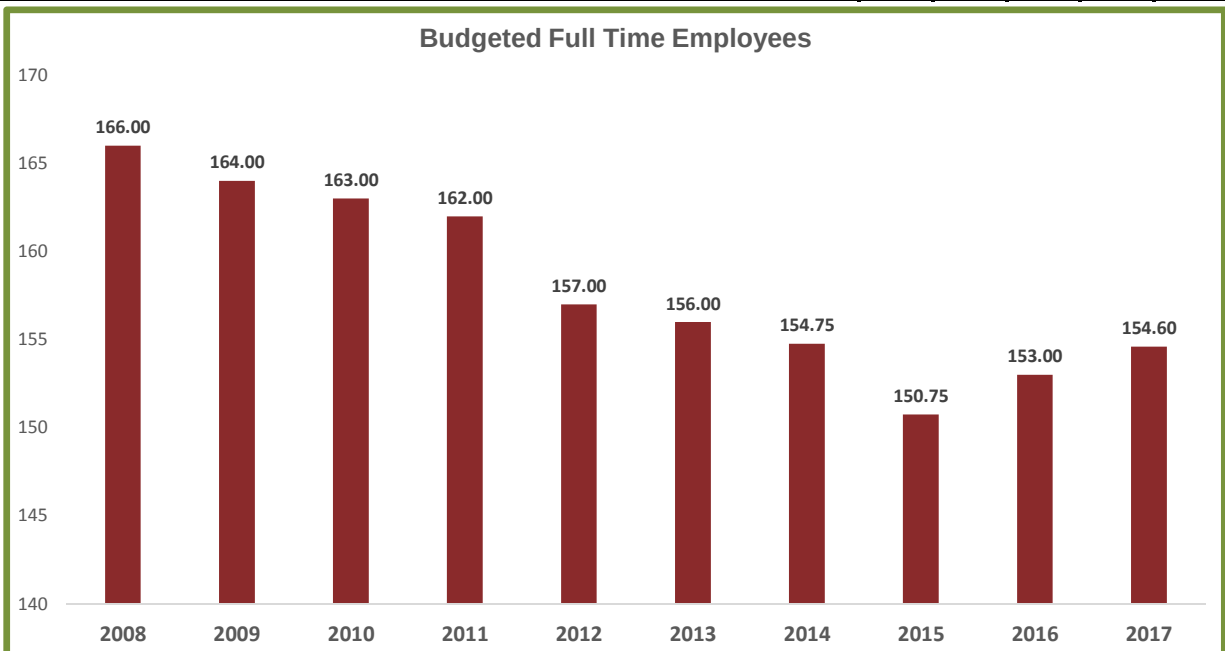
The following table summarizes the proposed utility rate changes for an average home.

UTILITY RATES IMPACT ON AVERAGE HOME				
	Quarterly Charge		Increase (Decrease)	
	2016	2017	Amount	Percent
Sanitary Sewer*	\$64.68	\$64.68	\$0.00	0.0%
Environmental Charge	23.10	25.00	1.90	8.2%
Recycling Charge	9.78	9.78	0.00	0.0%
Water Surcharge St. Paul	3.50	3.50	0.00	0.0%
Water Surcharge North St. Paul	3.60	3.60	0.00	0.0%
TOTAL - St. Paul	\$101.06	\$102.96	\$1.90	1.9%
TOTAL - North St. Paul	\$101.16	\$103.06	\$1.90	1.9%
*Rate per 1,000 gals	\$2.94	\$2.94	\$0.00	0.0%

**SUMMARY OF PERSONNEL
BUDGETED FULL-TIME REGULAR EMPLOYEES
By Department and Fund
2008-2017**

By Department:	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Citizen Services	20.90	19.30	17.30	6.90	7.00	7.00	7.00	7.00	7.00	8.00
Executive	3.00	3.00	3.40	3.40	3.40	3.50	3.50	4.10	4.60	6.60
Finance	5.00	5.75	5.00	5.00	5.00	5.00	4.50	4.42	4.00	4.00
Fire	18.89	19.00	20.10	20.00	18.80	18.30	18.55	18.00	20.00	21.00
Human Resource	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Information Technology	3.10	3.00	3.00	3.00	4.00	4.00	3.00	3.00	3.00	3.20
Environmental and Economic Development	14.66	10.20	14.35	23.43	11.10	12.10	12.10	10.35	9.45	10.85
Parks and Recreation	0.00	0.00	0.00	0.00	13.60	13.60	12.60	12.30	11.30	6.30
Police	58.40	59.80	59.90	59.00	57.20	56.70	57.70	55.33	57.40	58.00
Public Works	42.05	43.95	39.95	41.27	36.90	35.80	35.80	36.25	36.25	36.65
Totals	166.00	164.00	163.00	162.00	157.00	156.00	154.75	150.75	153.00	154.60

By Fund:	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
General Fund	124.27	125.32	122.80	118.00	114.00	114.00	114.70	111.20	113.35	118.71
Information Technology Fund	3.10	3.00	3.00	3.00	4.00	4.00	3.00	3.00	3.00	3.20
Rec. Programs Fund	3.38	2.88	2.00	3.50	3.30	2.95	2.95	3.00	2.80	3.90
Community Center Fund	8.00	7.50	8.40	8.40	7.80	8.05	6.95	6.60	5.80	0.00
Environmental Utility Fund	6.50	5.60	6.00	7.75	7.55	7.20	7.20	7.35	7.00	7.12
Ambulance Service Fund	11.25	10.40	11.35	11.50	11.05	10.30	10.45	10.00	11.20	11.80
Recycling Fund	0.40	0.40	0.60	0.80	0.60	1.00	1.00	0.40	0.65	0.65
Sewer Fund	5.90	5.80	5.60	5.80	5.45	5.30	5.30	5.70	5.70	5.82
Fleet Management Fund	3.20	3.10	3.25	3.25	3.25	3.20	3.20	3.50	3.50	3.40
Totals	166.00	164.00	163.00	162.00	157.00	156.00	154.75	150.75	153.00	154.60



SECTION II

FINANCIAL STRUCTURE, POLICIES & PROCESSES

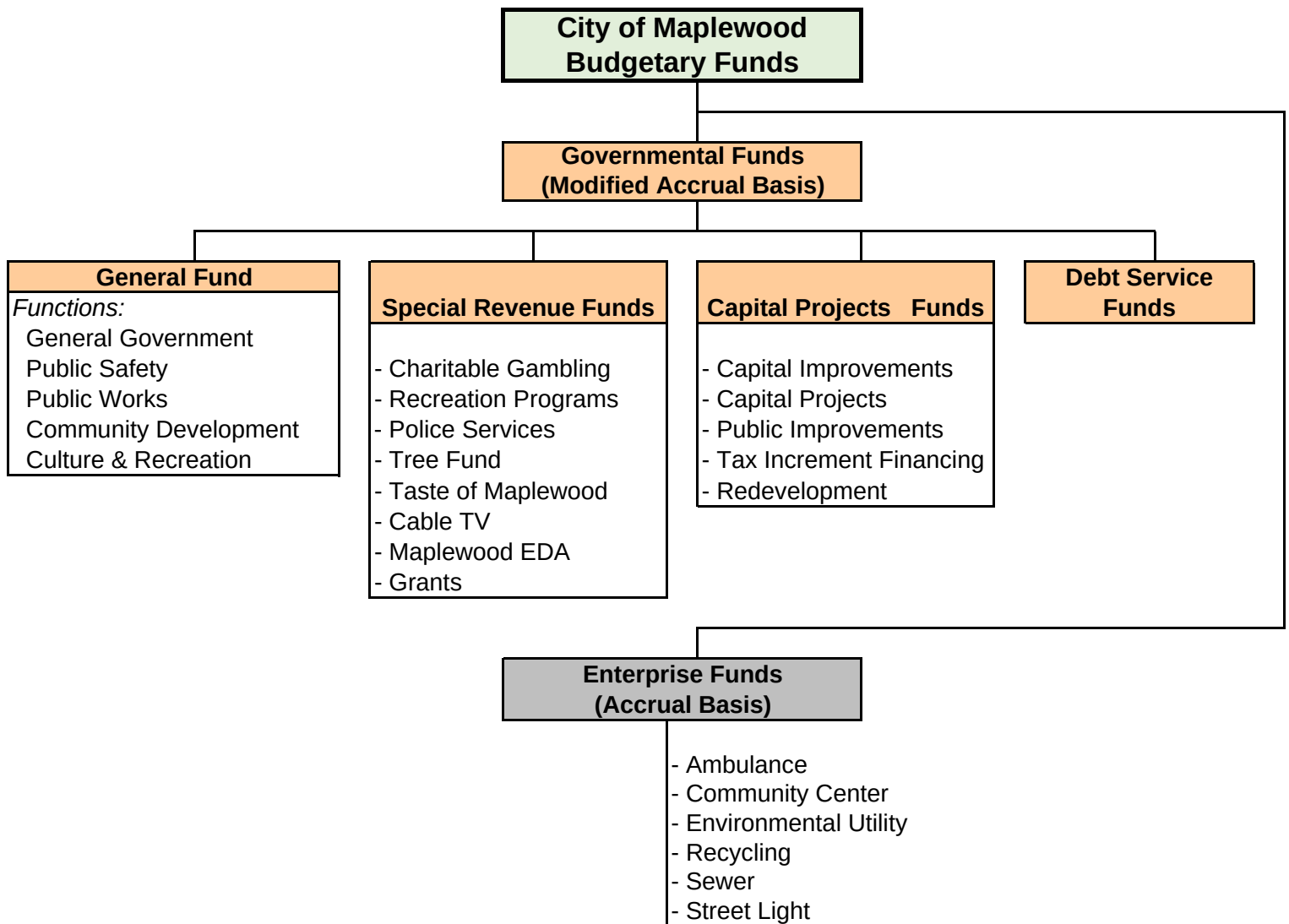


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Maplewood

FUND STRUCTURE AND BASIS OF BUDGETING



Accounting and Organizational Structure Relationship

Fund	Responsible Official	Appropriation Level
General Fund		
Administration	City Manager	Legal
Citizen Services	Citizens Services Director	Legal
Finance	Finance Director	Legal
Fire	Director of Public Safety	Legal
Legislative	Mayor and Council	Legal
Parks & Recreation	Parks & Recreation Director	Legal
Police	Director of Public Safety	Legal
Public Works	Public Works Director	Legal
Special Revenue Funds		
Charitable Gambling	Mayor and Council	Management
Recreation Programs	Parks & Recreation Director	Management
Police Services	Director of Public Safety	Management
Tree Fund	Park & Recreation Director	Management
Taste of Maplewood	Citizens Services Director	Management
Communications	City Manager	Management
Maplewood EDA	Economic Development Director	Management
Debt Service Funds	Finance Director	Management
Capital Project Funds		
Building Replacement	Public Works Director	Management
Park Improvement	Parks & Recreation Director	Management
Trash Cart	Public Works Director	Management
Capital Improvement	Public Works Director	Management
Police Equipment	Public Safety Director	Management
Fire Equipment	Public Safety Director	Management
WAC St. Paul	Public Works Director	Management
WAC North St. Paul	Public Works Director	Management
Right of Way	Public Works Director	Management
TIF 1-1	Economic Development Director	Management
TIF 1-2	Economic Development Director	Management
TIF 1-3	Economic Development Director	Management
TIF 1-4	Economic Development Director	Management
TIF 1-5	Economic Development Director	Management
TIF 1-6	Economic Development Director	Management
TIF 1-7	Economic Development Director	Management
TIF 1-8	Economic Development Director	Management
TIF 1-10	Economic Development Director	Management
TIF 1-11	Economic Development Director	Management

Capital Project Funds continued

TIF 1-12	Economic Development Director	Management
TIF 1-13	Economic Development Director	Management
Redevelopment	Economic Development Director	Management
Legacy Village Abatement	Economic Development Director	Management
Fire Station 3M	Public Safety Director	Management
Fire Training Facility	Public Safety Director	Management
Police Expansion	Public Safety Director	Management
Street Revitalization	Public Works Director	Management
Public Improvements	Public Works Director	Management

Enterprise Funds

Ambulance	Public Safety Director	Management
Community Center	Parks & Recreation Director	Management
Environmental Utility	Public Works Director	Management
Recycling	Public Works Director	Management
Sewer	Public Works Director	Management
Street Light	Public Works Director	Management

Internal Service Funds

Fleet	Public Works Director	Management
Information Technology	Information Technology Director	Management
Employee Benefits	Finance Director	Management
Dental	Finance Director	Management

FUND DESCRIPTIONS

The City's Budget is financed by several funds. Each fund is a separate fiscal and accounting entity. The following is a description of the City's funds.

General Fund - accounts for all financial resources except those required to be accounted for in another fund. This fund accounts for the majority of the City's operating budget.

Special Revenue Funds

Charitable Gambling Tax Fund - accounts for expenditures financed by the City gambling tax.

Maplewood Area EDA Fund – established to assist with development and redevelopment parcels and initiatives.

Police Services Fund - accounts for money that is legally restricted for police services. Most of the fund revenues are from confiscated money that is split between the city, county and state.

Recreation Programs Fund - accounts for the revenues and expenditures related to recreation programs.

Taste of Maplewood Fund - accounts for expenditures related to the annual Taste of Maplewood/July 4th celebration.

Tree Preservation Fund – accounts for the revenues and expenditures related to development activity and the furtherance of city tree goals.

Capital Project Funds

Capital Improvement Projects Fund – established to finance major capital outlay expenditures that individually cost in excess of \$50,000 and that cannot be easily financed by alternative sources. Property taxes are levied periodically for this fund.

City Dump Fund – established to evaluate current remediation efforts and future plans for a former City dump site.

Fire Station Fund – accounts for revenues and expenditures related to maintaining and/or constructing buildings related to the Fire Department.

Fire Truck Replacement Fund – established in 1999 to account for all future purchases of fire trucks with the use of property tax revenues.

General Building Replacement Fund – was created in 2015 to collect revenues dedicated to the replacement and/or rehabilitation of city buildings.

Legacy Village Park Development Fund – established in 2004 to account for the expenditure of the proceeds from the Tax Abatement Bonds of 2004 for park construction in the Legacy Village.

Legacy Village Tax Abatement District Fund – established in 2004 to account for the expenditure of the proceeds from the Tax Abatement Bonds of 2004 for costs in the Legacy Village development.

Park Development Fund – accounts for the use of park availability charges, grants and tax revenues that are dedicated for the acquisition and improvement of City parks. Park availability charges are levied against all new buildings constructed.

Pond Clean Out / Dredging Fund – established to maintain the City's storm water ponds and other water quality activities.

Police Department Expansion Fund – accounts for revenues and expenditures related to maintaining and/or constructing buildings related to the Police Department.

Police Department Vehicle and Equipment Fund – established to finance capital outlay expenditures (vehicles & equipment) for the Police Department that had previously been funded from the General Fund.

Public Safety Training Facility Fund – established in 2010 to account for the addition of an East Metro Public Safety Training Facility which will be operated under a joint powers agreement with surrounding communities.

Public Improvement Projects Fund – established in 1987 to account for public works construction projects that are often partially or wholly financed by special assessments levied against properties that benefit from the public improvements.

Redevelopment Fund – originally established in 1999 as a special revenue fund. This fund was renamed and reclassified in 2004 to account for acquisition and redevelopment of residential and commercial property. The mission of the fund is to revitalize and reinvest in housing stock and commercial properties to create economical, viable and diversified neighborhoods for the changing population.

Right-of-Way Fund – accounts for the accumulation of funds received for degradation of City streets and right-of-ways. The funds are used for repairs.

Sewer Lift Station #14 Fund – established in 2013 with a transfer of money from the Sanitary Sewer Fund. The fund will be used to finance the repair/replacement of lift station number 14.

Storm Cleanup Fund – established in 2011 for the purpose of analyzing locations and identifying improvements for areas that experienced localized flooding.

Street Use Revitalization Fund – accounts for gas franchise fee revenues that are used to finance certain street projects.

Tax Increment Economic Development District 1-5 – this fund is used to account for all revenues and expenditures for the tax increment district established in 2001 for the expansion of the Schroeder Milk Company.

Tax Increment Economic Development District 1-11 – this fund is used to account for all revenue and expenditures for the tax increment district established in 2011 for the Maplewood Mall area improvements.

Tax Increment Economic Development District 1-12 – this fund is used to account for all revenue and expenditures for the tax increment district established in 2013 for the 3M Research and Development Facility.

Tax Increment Housing District 1-1 – this fund is used to account for all revenues and expenditures for the tax increment district established in 1986 for the Maple Ridge Apartments on County Road D.

Tax Increment Housing District 1-2 – this fund is used to account for all revenues and expenditures for the tax increment district established in 1986 for the Maple Ridge Apartments on Stillwater Road.

Tax Increment Housing District 1-3 – this fund is used to account for all revenues and expenditures for the tax increment district established in 1987 for the Cottages of Maplewood on Woodlyn Avenue.

Tax Increment Housing District 1-4 – this fund is used to account for all revenues and expenditures for the tax increment district established in 1993 for the Carefree Cottages of Maplewood-Phase I on Gervais Avenue.

Tax Increment Housing District 1-5 – this fund is used to account for all revenues and expenditures for the tax increment district established in 1993 for the Carefree Cottages of Maplewood-Phase II on Gervais Avenue.

Tax Increment Housing District 1-6 – this fund is used to account for all revenues and expenditures for the tax increment district established in 1995 for the Carefree Cottages of Maplewood-Phase III on Gervais Avenue.

Tax Increment Housing District 1-7 – this fund is used to account for all revenues and expenditures for the tax increment district established in 2003 for the Van Dyke Village project on Van Dyke Street.

Tax Increment Housing District 1-8 – this fund is used to account for all revenues and expenditures for the tax increment district established in 2003 for the Sibley Cove Apartments on County Road D.

Tax Increment Housing District 1-10 – this fund is used to account for all revenues and expenditures for the tax increment district established in 2011 for the Shores Senior Living development.

Tax Increment Redevelopment District 1-13 – this fund is used to account for all revenue and expenditures for the tax increment district established in 2015 for development at the old Maplewood Bowl site.

Trash Cart Fund – The City purchased its own trash carts in 2012 by issuing Equipment Certificates. This fund accounts for the receipt of cart fees collected from its customers and expenditures related to the replacement of the trash carts.

Water Availability Charge Fund North St. Paul Water Service District - accounts for the receipt of water availability charge revenues collected in the North St. Paul Water Service District. Disbursements are made from this fund to finance unassessed water system improvements.

Water Availability Charge Fund St. Paul Water Service District - accounts for the receipt of water availability charge and water surcharge revenues collected in the St. Paul Water Service District. Disbursements are made from this fund to finance unassessed

water system improvements.

Enterprise Funds

Ambulance Service Fund - accounts for customer service charges which are used to finance the operating expenses for ambulance services.

Community Center Operations Fund - accounts for revenues and expenses related to the operation of the community center building and related activities.

Environmental Utility Fund - accounts for revenues and expenses related to the administration, planning, implementation, and maintenance of the storm water management program.

Recycling Program Fund - accounts for the use of recycling charges that are levied to finance recycling costs and public education on solid waste reduction and recycling.

Sanitary Sewer Fund - accounts for customer sewer service charges which are used to finance the sewer system operating expenses.

Street Light Utility Fund - accounts for electric franchise fee revenues that are used to finance the street light expenses.

Internal Service Funds

Fleet Management Fund - accounts for the operating expenses of all City vehicles and major pieces of equipment (except for public safety vehicles). These operating expenses are used as a basis to establish rental rates that are charged to the departments using the vehicles.

Information Technology Fund - accounts for the maintenance, repair and operation of the City's computer hardware and software.

BUDGET PROCESS

BUDGET PREPARATION

The budget is a financial plan to provide city services and accomplish city goals. The budget is for the calendar year, which is the city's fiscal year. Preparation of the budget begins in March of each year in the Finance Department. Financial projections for the debt service budget are prepared for existing bond issues.

In April, the Finance Department prepares wage and benefit estimates for the next year assuming that no new positions will be added. Also, operating budget worksheets and budget preparation instructions are prepared for department heads. The operating budget worksheets include guideline budget request amounts for each expenditure account that are calculated using the original budget for the current year with an inflation adjustment for the next year.

In May, the City Manager and Finance Director together meet with department heads individually to discuss department objectives and performance indicators that will be included in the operating portion of the budget. The relationship of department objectives to the city's strategic plan is closely scrutinized. Also during May, the Finance Department starts to prepare revenue estimates for the current and upcoming year.

The capital improvement portion of the budget is prepared in June based on the five-year capital improvement plan. Also during June, department heads submit their operating budget requests to the City Manager and Finance Director. The Finance Director prepares a listing of recommended tentative revisions to department requests based upon an in-depth review of the requests.

In July, the Finance Director prepares a preliminary report on next year's budget for review and discussion with the City Manager and department heads. Then the City Manager and Finance Director together meet with department heads individually to discuss the final revisions to their budget requests. The Finance Department prepares the proposed budget document and it is distributed to the City Council in August.

BUDGET REVIEW BY CITY COUNCIL

During August special Council meetings are held to review the budget. In September, the City Council approves a proposed property tax levy for the budget and schedules public hearing dates. This information is sent to Ramsey County for notices that are prepared. The preliminary tax levy approved cannot be increased after adopted.

Ramsey County mails a notice to each property owner in November. The notice indicates the proposed property tax bill for the next year with a breakdown between the portions for the county, city, school district and miscellaneous taxing districts. The notice also indicates the dates and locations for budget and tax hearings that will be held by each taxing district.

BUDGET ADOPTION

In December the City Council holds a public hearing on the budget and tax levy. At the public hearing the budget and tax levy can be reduced, but must be adopted. Information on the adopted levy is sent to Ramsey County for preparation of property tax bills.

BUDGET CALENDAR

March – Financial projections for the debt service portion of the budget are prepared for existing bond issues.

April – Finance Department prepares wage and benefit estimates, operating budget worksheets and budget preparation instructions

May – Meetings held with department heads to discuss department objectives and performance indicators that will be included in the operating portion of the budget.

June – Capital improvement portion of the budget is prepared and department heads submit their operating budget requests.

July – Major budget items are prioritized, final revisions to budget requests are made and the Finance Department prepares the proposed budget information.

August – Proposed budget information is distributed to the City Council. Press release on the budget is issued and special Council meetings to review are scheduled.

September – City Council approves a proposed property tax levy for the budget and schedules public hearing dates.

November – Ramsey County mails a notice to each property owner that indicates the proposed property tax bill for the next year with dates and locations for budget and tax hearings that will be held by each taxing district.

December – City Council holds a public hearing on the budget and tax levy. At the public hearing the budget and tax levy can be modified and must be adopted.

FINANCIAL POLICIES AND PROCEDURES

BASIS OF ACCOUNTING/BUDGETING

The modified accrual basis was used for the budgets for most of the funds in the budget. Under this basis, revenues are recognized in the accounting period that they become available and measurable. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable. The accrual basis was used for the budgets of the enterprise and internal service funds in the Operating Budget. Under this basis, revenues are recognized in the accounting period that they are earned and measurable; expenses are recognized in the accounting period that they are incurred, if measurable. The basis of budgeting is the same as the basis of accounting.

BALANCED BUDGET

The annual operating budget shall be prepared such that current revenues plus net operating transfers and one-time use of excess reserves will be sufficient to support budgeted expenditures. One-time revenues or drawdown of excess reserves will not be used to fund on-going expenditures. These one-time funding sources shall only be used to fund capital improvements, capital equipment, or other one-time expenditures.

BUDGETARY CONTROL

The legal level of budgetary control is at the department level in the General Fund and at the fund level in all other funds.

The City legally adopts annual budgets for the General Fund and the Recreation Programs Special Revenue Fund. The City also adopts annual budgets for the Special Revenue, Debt Service and Capital Project Funds which are prepared on the modified accrual basis of accounting, except for the Federal Grant and State Grant Funds. Budgets were not adopted for these funds in 2016 and therefore, individual budget schedules are not presented. The budgets adopted for the Special Revenue and Capital Project Funds indicate the amount that can be expended by fund based upon detailed budget estimates for individual expenditure accounts. The General Fund budget is by department and the budget for the Debt Service fund is adopted as totals for all bond issues. Budgets are also adopted as needed to calculate user charges for the Enterprise and Internal Service Funds and to determine debt service tax levies.

BUDGET AMENDMENT PROCESS

Budget appropriations are by department total within the General Fund rather than by line item (i.e., account). Budget changes that involve the transfer of appropriations among accounts only require the approval of the City Manager or designee. Council approval is required for budget changes that involve a transfer of appropriations between funds or from contingency accounts. The budget changes can be made at any Council meeting.

For budget changes that can be approved by the City Manager or designee, the procedure involves the department head completing a budget transfer request form on which the following is indicated: budget transfer amount, accounts involved, purpose, justification, date approved by department head, and department head initials. This form is submitted to the Finance Director for review. Upon approval by the Finance Director, a copy of the form is given to the department head.

FINANCIAL POLICIES

Objectives

The objectives of this Financial Policy are:

- To provide both short term and long term future financial stability by ensuring adequate funding for providing services needed by the community;
- To protect the City council's policy-making ability by ensuring that important policy decisions are not dictated by financial problems or emergencies to prevent financial difficulties in the future;
- To provide sound principles to guide the decisions of the City Council and management;
- To employ revenue policies which prevent undue or unbalanced reliance on certain revenues, distribute the cost of municipal services fairly, and provide adequate funding to operate desired programs;
- To provide essential public facilities and prevent deterioration of the City's public facilities and infrastructure;
- To protect and enhance the City's credit rating and prevent default on any municipal debt;
- To create a document that staff and Council members can refer to during financial planning, budget preparation and other financial management issues.

Accounting, Budgeting and Financial Planning

1. The Annual Operating Budget shall be prepared such that current revenues plus net operating transfers and one-time use of excess reserves will be sufficient to support budgeted expenditures.
2. One-time revenues or drawdown of excess reserves will not be used to fund on-going expenditures. These one-time funding sources shall only be used to fund capital improvements, capital equipment or other one-time expenditures.
3. Charges for services and other revenues will be examined annually during the budget process and adjusted as deemed necessary to respond to cost increases or any other changing circumstances.
4. The City shall annually submit the Budget to the Government Finance Officers Association (GFOA) for the purpose of earning the Distinguished Budget

Presentation Award.

5. The City shall annually submit the Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA) for the purpose of earning the Certificate of Achievement for Excellence in Financial Reporting.
6. The City's CAFR and annual Budget shall be made available to citizens and the general public upon request and available on the City's website. The City shall strive to maintain full transparency and accountability of all of its financial resources and assets.
7. The City will establish and maintain accounting practices that conform to generally accepted accounting principles as set forth by the Governmental Accounting Standards Board.
8. An independent certified public accounting firm will perform an annual audit and a CAFR shall be issued no later than six months following year-end.

Revenue Management

It is essential to responsibly manage the City's revenue sources to provide maximum service value to the community. The most important revenue policy guidelines established by the City Council are for the two major sources of city revenue: property taxes and fees/charges.

A. Property Taxes

- When possible, property tax increases should accommodate incremental adjustments. Further, when discussing property taxes, the City should simultaneously explore other revenue and expenditure alternatives that will maximize the City's future financial flexibility and ability to provide services. This may include considering options such as debt management, fees and charges, cost allocation, use of reserves, and expenditure cuts.

Possible factors for considering an increase in property tax include:

- Maintenance of City services.
- Long-term protection of the City's infrastructure
- Meeting legal mandates imposed by outside agencies.
- Maintaining adequate fund balance and reserve funds sufficient to maintain or improve the City's bond rating.
- Funding City development and redevelopment projects that will clearly result in future tax base increases. The expenditures of development and redevelopment funds must be in accordance with a defined strategy as shown in the City's Comprehensive Plan, Capital Improvement Program

and other Council documents.

Property tax increases to meet other purposes will be based on the following criteria:

- A clear expression of community need.
- The existence of community partnerships willing to share resources.

B. Service Fees and Charges

The City will consider service fees and charges wherever appropriate for the twin purposes of keeping the property tax rate at a minimum and to fairly allocate the full cost of services to the users of those services. Service fees and charges broaden the base to include tax exempt properties, which still have municipal costs associated with the property. Specifically, the City may:

- Establish utility rates sufficient to fund both the operating costs and the long-term depreciation and replacement of the utility systems.
- As part of the City's enterprise effort, evaluate City services and pursue actions to accomplish the following:
 - Find community based partners to share in service delivery.
 - Make services financially self supporting or, when possible, profitable.
- Annually review City services and identify those for which charging user fees are appropriate. These services will be identified as enterprise services and a policy for establishing fees will be set for each. Included as part of this process may be a market analysis that compares our fees to comparable market cities.
- Identify some enterprise services as entrepreneurial in nature. The intent of entrepreneurial services will be to maximize revenues to the extent the market allows.
- Waive or offer reduced fees to youth, seniors, community service groups, and other special population groups identified by the Council as requiring preferential consideration based on policy goals.

C. Non-recurring Revenues

Several revenue sources, such as intergovernmental transfers, one-time grants, court fines and other non-recurring revenues are outside of direct City control and must be relied upon conservatively. The City Manager and Finance Director shall insure that the budget preparation process includes an evaluation of all major non-recurring revenues, in order to minimize reliance on unpredictable revenues for on-going operating costs.

Fund Reserves

The City's fund reserves are primarily based on the timing of property tax payments. The first significant payment of property taxes in each year is received in June.

1. **General Fund** - The City's unreserved fund balance in the General Fund shall be maintained at a minimum level of 36.1% of annual general fund revenues with a goal of achieving 40.0%.
2. **Special Revenue Funds** – Temporary deficits in these funds will be financed by loans from other funds with an interest rate equal to the average rate earned on city investments.
3. **Debt Service Funds** - The City's fund balance in the Debt Service fund shall be at a minimum level of 50% of annual debt service expenditures. Because the majority of annual debt service is paid on February 1 and August 1 of each year, funds must be on hand for payment of February 1 debt service.
4. **Capital Improvement and Project Improvement Funds** – The fund balances in these funds within the Capital Improvement Budget vary annually based upon the timing of construction projects. Normally the year-end fund balance is positive except for the Public Improvement Projects Funds which may have a temporary deficit pending the issuance of public improvement bonds.
5. **Enterprise Funds** – These funds are operated as in a for-profit business. The focus of enterprise funds, with the exception of the Community Center Operations Fund is on maintaining positive cash balances. Rates and fees in these funds will be analyzed annually for a five year period so as to provide for level rate changes with a target of achieving/maintaining positive cash balances equal to 30 days (8.3%) of budgeted expenditures.
6. **Internal Service Funds** – These funds are used to allocate common costs among the various funds and programs of the city. Deficits and surpluses are allowed however the goal is to maintain reserves at 10% of budgeted expenditures.

Property Tax Supported Debt

1. The ratio of debt service fund levies combined with capital expenditure levies to total levies shall be targeted to maintain a level in the range of 15 - 25%. This policy will help to ensure that the city is always maintaining its infrastructure, either through use of debt or current funding.

Environmental Utility Fund

1. The City will operate the Environmental Utility Fund as an enterprise fund with rates and charges supporting the full costs of all expenses and operations.
2. The City shall conduct a rate review of Environmental Utility charges every

year. The rates will be set, subject to final City Council approval, to cover the required costs of the City's stormwater management program and necessary drainage improvements.

3. The City's goal is to maintain working capital equal to a minimum of 30 days (8.3%) of the annual expenses. Revenues collected that would bring the reserve in excess of a 60-day level (16.7%) will be used for one-time expenditures.

Debt Management

1. Debt financing which includes general obligation bonds, permanent improvement bonds, revenue bonds, certificates of obligation, lease/purchase agreements and other obligations allowed under Minnesota law shall be used to acquire or construct land and improvements that cannot be funded by current revenues. The term of debt shall not exceed the expected useful life of the capital asset being financed.
2. Each year the City will adopt a capital improvement plan. The plan will recommend specific funding of projects for the following five fiscal years.
3. The City is committed to providing continuing disclosure to certain financial and operating data and material event notices as required by Securities and Exchange Commission (SEC) Rule 15c2-12. The Finance Department shall be responsible for the preparation of all disclosure documents and releases required under Rule 15c2-12.
4. The City shall use a competitive bidding process for the sale of debt unless the use of a negotiated process is warranted due to adverse market conditions, such as a high degree of volatility in the bond market, market timing requirements (refunding), or a unique pledge or debt structure. The City will award competitively issued debt on the true interest cost (TIC) basis.
5. The city welcomes ideas and proposals from investment bankers and will seek to give first consideration to those firms that submit unique and innovative ideas that benefit the City. Unsolicited proposals should be submitted to the City's Finance Department and the City's Financial Advisor.
6. An advance or current refunding of outstanding debt shall only be considered when present value savings of at least 3.50% of the principal amount of the refunded bonds are produced, unless a debt restructuring or bond covenant revisions are necessary. Savings from refundings will be distributed evenly over the life of the refunded bonds unless special circumstances warrant another savings structure.

Investments

1. Investments shall be made in conformance with the City's Investment Policy, with the primary objectives of :
 - a) Safety – preservation of capital in the investment portfolio;
 - b) Liquidity – portfolio remain sufficiently liquid to meet operating requirements; and
 - c) Yield – attain a market rate of return taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to safety and liquidity objectives described above.

Grants

1. The City will aggressively pursue all available grant opportunities. Each grant shall be evaluated on the long-term financial impact to the City. The City will only accept grants for one-time or capital items or when the continued funding of the program can be incorporated into the City's future budgets.
2. All grants and other federal and state funds shall be managed to comply with the laws, regulations, and guidance of the grantor, and all gifts and donations shall be managed and expended according to the wishes and instructions of the donor.

Retirement Funds

1. All retirement funds will be examined annually to ensure that adequate balances and funding progress are maintained.

Risk Management

1. The City will maintain a risk management program that will minimize the impact of legal liabilities, natural disasters or other emergencies through the following activities:
 - a) Loss prevention – prevent losses where possible
 - b) Loss control – reduce or mitigate losses
 - c) Loss financing – provide a means to finance losses
 - d) Loss information management – collect and analyze data to make prudent prevention, control and financing decisions
2. The City will review and analyze all areas of risk in order to, whenever possible, avoid and reduce risks or transfer risks to other entities. Of the risks that must be retained, it shall be the policy to fund the risks which the City can afford and transfer all other risks to insurers.
3. The City will maintain an active safety committee comprised of City employees.

4. The City will periodically conduct educational safety and risk avoidance programs within its various divisions.
5. The City will, on an ongoing basis, analyze the feasibility of self funding and other cooperative funding options in lieu of purchasing outside insurance in order to provide the best coverage at the most economical cost.
6. Staff will report to the Council, annually on the result of the City's risk management program for the preceding year.

Economic Development Authority

The Economic Development Authority (EDA) was created by the City Council. The City Council acted to appoint the members of the City council to serve as the Board of Commissioners. Under Minnesota Statutes Chapter 469-Economic Development, cities are permitted to establish an EDA.

Minnesota law gives authority to the City Council to levy a tax up to 0.01813 percent of taxable market value in the City. The Revenue Management Policy of the City, as included in this Financial Management Plan, sets policy for when a tax levy may be considered. The EDA is subject to the statutory levy limits, except for a debt levy. This policy section establishes the amount of tax levy that will be considered for the EDA.

Funding

The EDA, with approval by the City Council, shall annually appropriate money to the EDA from a tax levy or other available source. The appropriation can be equivalent to the "maximum" that could be provided by a tax levy for economic development purposes. The annual tax levy shall be set based on the amount needed when combined with other available sources achieves the funding level set by this policy.

To provide other sources (non-tax) of funding to the EDA, the City Council shall annually review the fund balance in the General Fund to determine whether sufficient unreserved fund balance is available for transfer from the General Fund to the EDA. The decision shall be made at the time the annual EDA tax levy is established. If other sources of revenue are not available, the EDA may request the tax levy at the maximum allowed.

Procedure for Using Funds

Expenditures may be made from the EDA based on the following criteria:

1. The EDA appropriates the funds as part of the annual budget, or
2. The EDA authorizes an amendment to the EDA budget outside of the annual appropriation process.

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Maplewood

SECTION III

FINANCIAL SUMMARIES

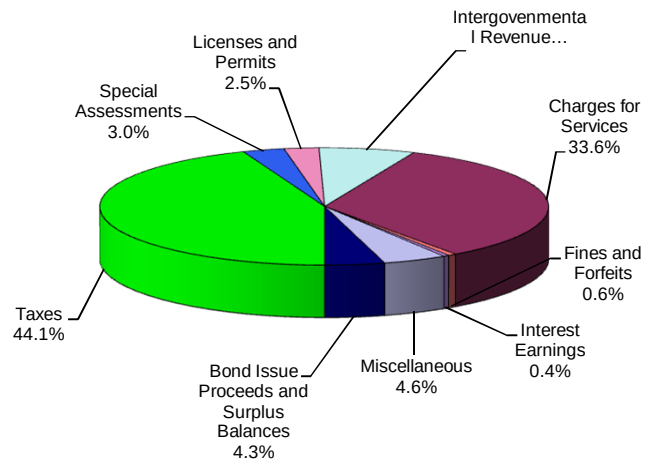


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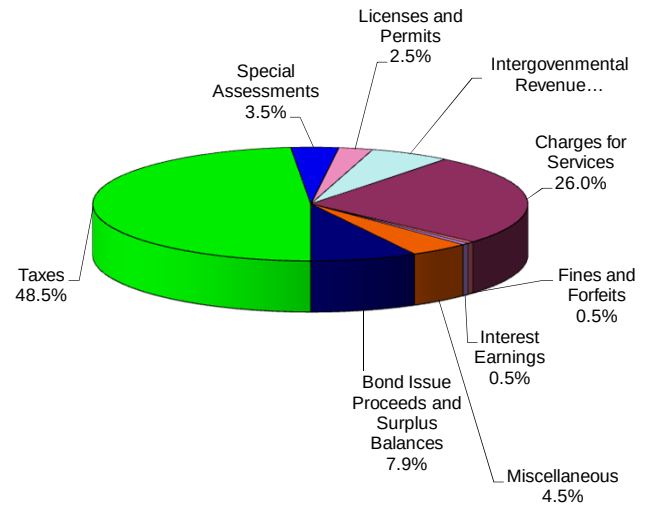


2016 AND 2017 TOTAL BUDGET - ALL BUDGETARY FUNDS

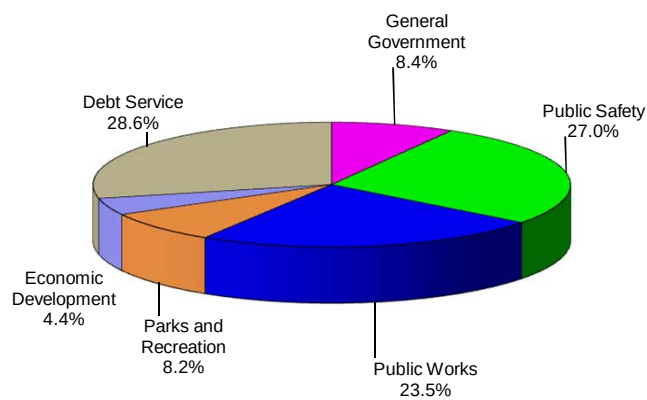
Financing Sources and Expenditures



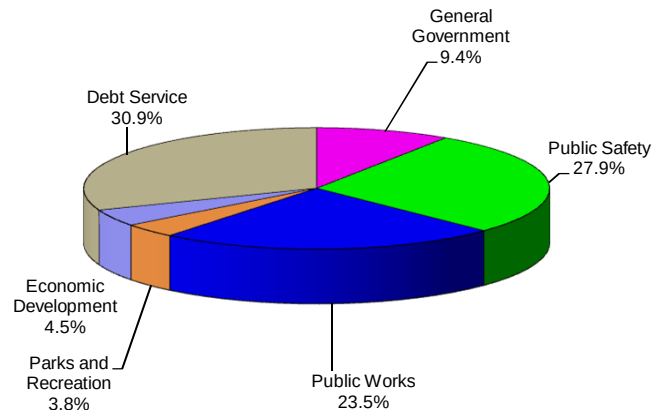
Financing Sources
2016 Budget - \$49.4 Million



Financing Sources
2017 Budget - \$56.6 Million



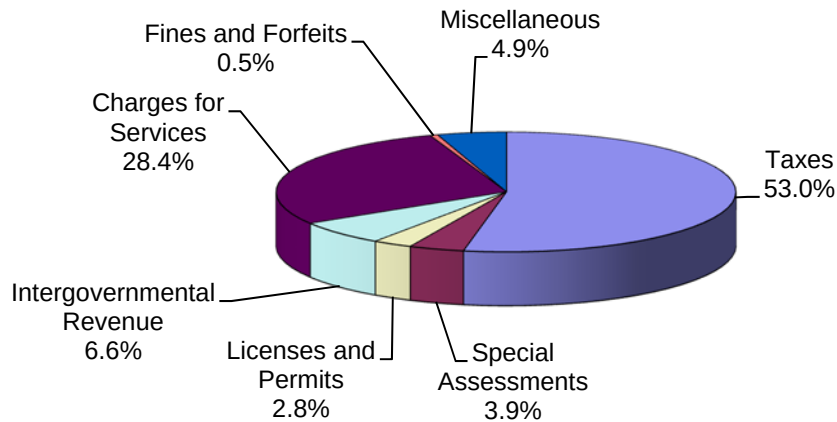
Expenditures By Category
2016 Budget - \$49.4 Million



Expenditures By Category
2017 Budget - \$56.6 Million

REVENUES

2017 SOURCES \$45,501,059



The City's revenue sources fund critical City services, ranging from basic services such as public safety and road maintenance to services enhancing the quality of life such as parks and community events. Inherent limitations in the revenue stream create budgetary challenges. Revenue sources are affected by a number of factors, including state and federal laws, demographics, and economic conditions. Following is a summary of the various revenue sources.

Taxes

Tax revenues consist of property taxes (current and delinquent), tax increments, charitable gambling funds and penalties and interest. Taxes are the main source of revenue for the General Fund. Combined with other revenues, taxes support budgeted expenditures. Revenues must be sufficient to conduct City business and provide adequate fund balance to cover emergencies and contingencies. Property tax collections for 2017 are anticipated to be approximately 99% of the amount levied based on collection rates over the past four years. Following is a six-year history of property tax levies:

Taxes Payable in Year	Property Tax Levy	% Increase
2012	\$17,853,523	2.0%
2013	\$18,528,400	3.8%
2014	\$18,528,400	0.0%
2015	\$18,991,610	2.5%
2016	\$19,751,270	4.0%
2017	\$20,738,833	5.0%

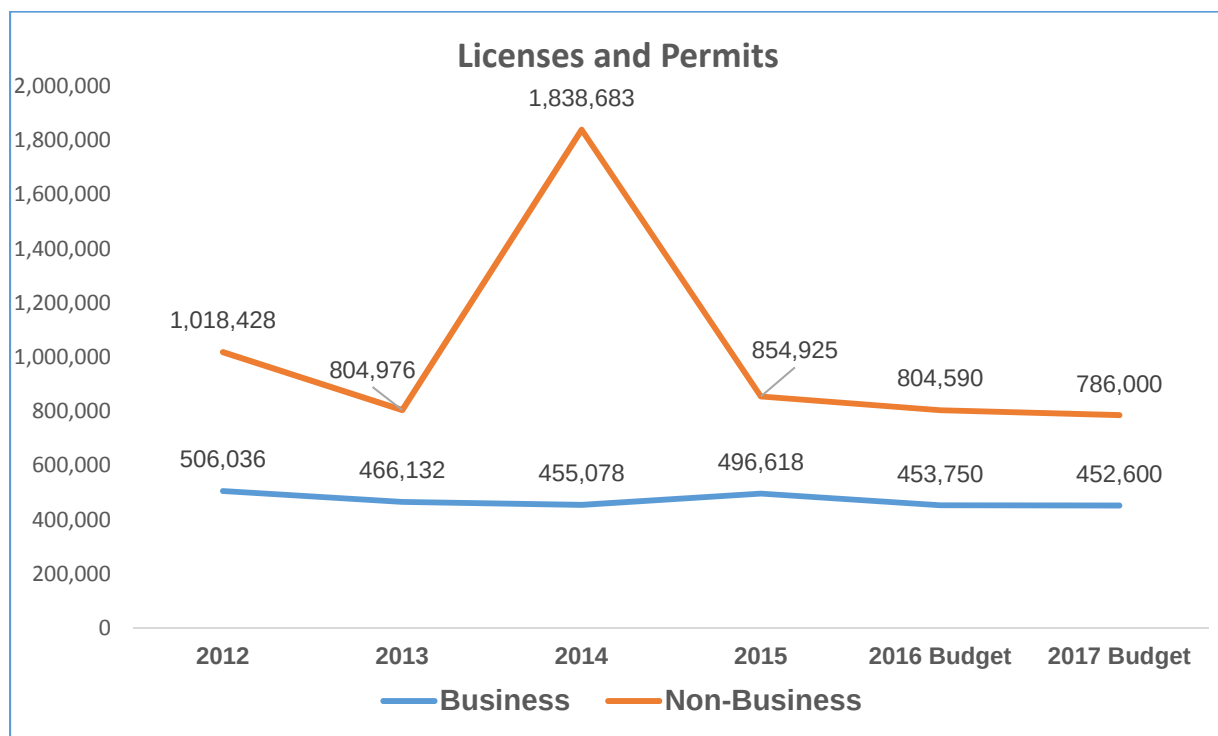
Special Assessments

Special assessments include charges against benefitted properties for capital improvements, such as street reconstruction, and for the collection of delinquent utility bills or miscellaneous charges. Special assessment charges are 3.9% of the total budgeted revenues in 2017. The budget is based on an analysis of new rolls, scheduled installments and historical collection rates for current special assessments. A five-year history of budgeted revenues is shown below:

Year of Collection	Amount Budgeted	% Change
2012	\$1,913,190	+17.1%
2013	\$1,642,830	-14.1%
2014	\$1,898,230	+15.5%
2015	\$1,588,370	-16.3%
2016	\$1,470,970	- 7.4%
2017	\$1,745,390	+18.6%

Licenses and Permits

Licenses and permits revenue is categorized as either business or non-business. Business licenses include liquor license fees and general business licenses. Non-business licenses and permit fees, including building permits, are collected to finance the cost of inspecting and regulating new construction. The budget is based on a review of prior years' activity, economic conditions, licensing rates, and the Uniform Building Code.



The spike in 2014 was due to the addition of a new research and development facility on the 3M campus.

Intergovernmental

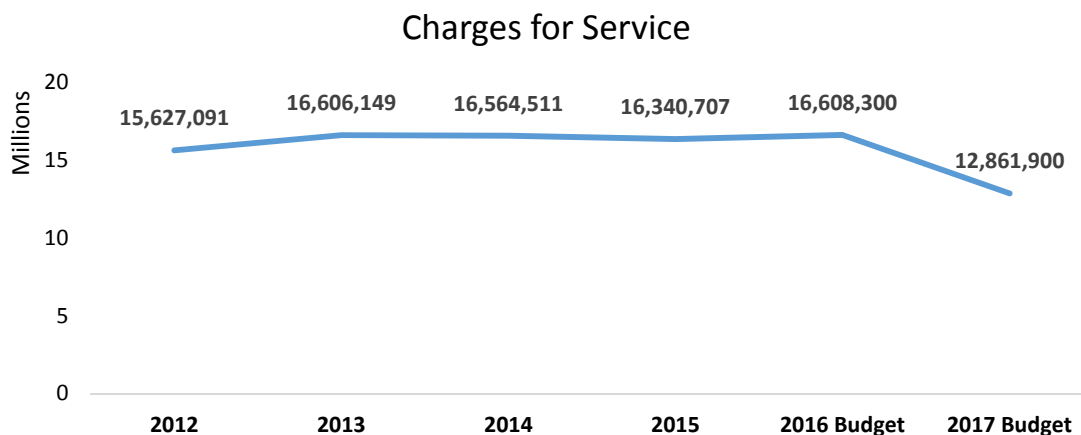
Intergovernmental revenue includes revenues from other governments in the form of grants, entitlements, and shared revenues. Significant intergovernmental revenue sources include police state aid, state fire aid, federal grants, local government aid, and state street construction and maintenance aid. Police state aid is distributed to cities based upon the number of full-time police officers. This City received local government aid (LGA) in 2014 for the first time since 2002.

Year	Police Aid	Fire Aid	Street Aid	LGA	Other	Total
2012	332,256	89,030	2,635,057	-0-	2,525,528	5,581,871
2013	372,780	129,945	17,388,060	-0-	5,246,307	23,137,092
2014	357,951	89,940	3,745,540	530,709	2,588,425	7,312,565
2015	406,091	95,539	1,503,172	627,108	5,975,697	8,607,607
2016 Estimate	417,575	93,739	2,084,875	659,000	1,892,461	5,147,650
2017 Budget	400,000	98,000	668,760	668,990	1,131,500	2,967,250

The City received a significant amount of street construction aid in 2013 for the English/36 Project. In 2014, the City received state bond funds to assist with the construction of the East Metro Public Safety Training Facility.

Charges for Service

Charges for service consist of recreation program fees, utility charges, miscellaneous department fees, and ambulance charges. Revenues from service charges will decrease in 2017, primarily due to a reclassification of internal charges to Transfers In. This change was made to increase transparency and reflect generally accepted accounting principles. Budgeted revenue is based on contract negotiations, economic conditions and a review of the prior three years actuals.



Community Center fees are no longer reflected in charges for services, beginning with the 2017 budget. The City is not contracting with the YMCA for operation of the Maplewood Community Center.

Fines and Forfeitures

Fines and penalties consist of the City's share of fines collected by the County for court actions, false alarm fees, and revenue from drug forfeiture proceedings. Revenues from fines and are expected to decrease 10.58% in 2017. The budget is based on a review of the prior three years actuals. Fine revenue started trending down in 2015, due to a change in prosecution practices.

Year	Fine and Forfeiture Revenue
2012	\$281,439
2013	\$298,427
2014	\$297,444
2015	\$239,430
2016 Budget	\$274,000
2017 Budget	\$245,000

Interest

Interest includes earnings on investments. The City expects to earn approximately 1% on portfolio holdings in 2017. Investments are purchased in compliance with Minnesota Statutes 118A.

Miscellaneous

Miscellaneous revenues include internal service charges, park availability charges, water availability charges, donations and dividends. Budgeted amounts do not include internal service charges from the Employee Benefits Funds. The budget is based on a review of the prior three years actuals.

Year	Miscellaneous Revenues
2012	\$2,205,462
2013	\$2,305,602
2014	\$2,335,504
2015	\$2,298,607
2016 Budget	\$2,254,900
2017 Budget	\$2,170,980

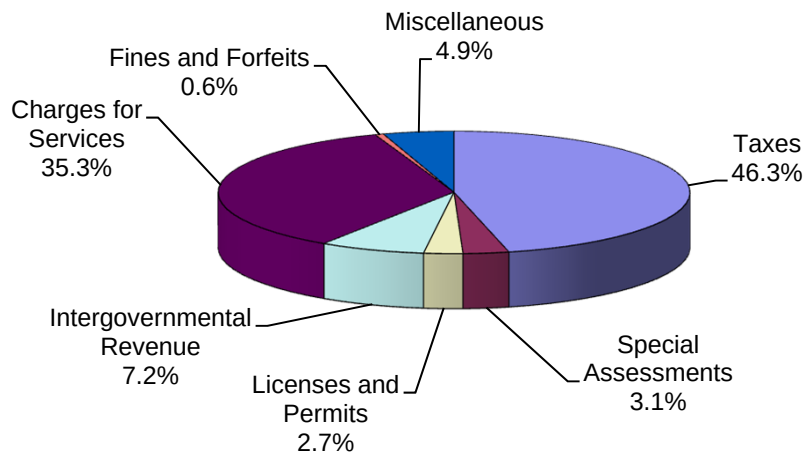
Internal information technology and fleet management charges account for 78% of the miscellaneous revenues budgeted for 2017.

REVENUE SOURCES AS PERCENT OF TOTAL

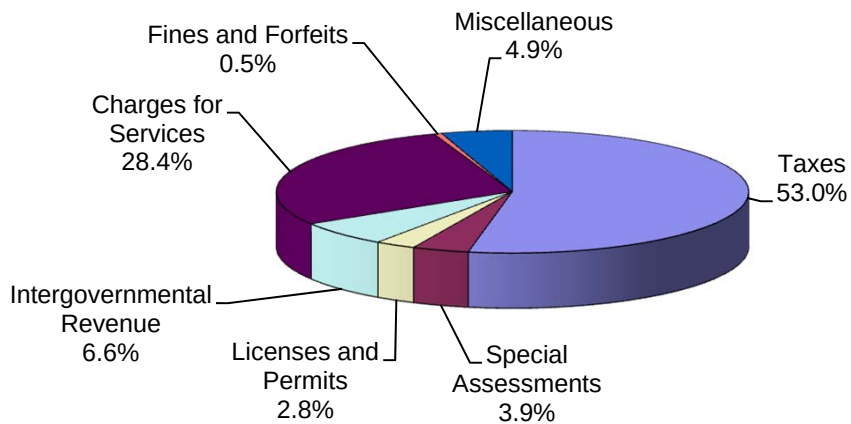
<u>SOURCE</u>	<u>2016 BUDGET</u>	<u>PERCENT OF TOTAL</u>	<u>2017 BUDGET</u>	<u>PERCENT OF TOTAL</u>
Taxes	\$21,770,480	46.1%	\$23,970,829	52.7%
Special Assessments	1,470,970	3.1%	1,745,390	3.8%
Licenses and Permits	1,254,040	2.7%	1,251,600	2.8%
Intergovernmental Revenue	3,392,880	7.2%	2,967,250	6.5%
Charges for Services	16,608,300	35.1%	12,861,900	28.3%
Fines and Forfeits	274,000	0.6%	245,000	0.5%
Interest Earnings	214,170	0.5%	263,110	0.6%
Miscellaneous	2,284,140	4.8%	2,195,980	4.8%
Totals	\$47,268,980	100.0%	\$45,501,059	100.0%

ALL BUDGETARY FUNDS REVENUE SUMMARY

2016 BUDGET

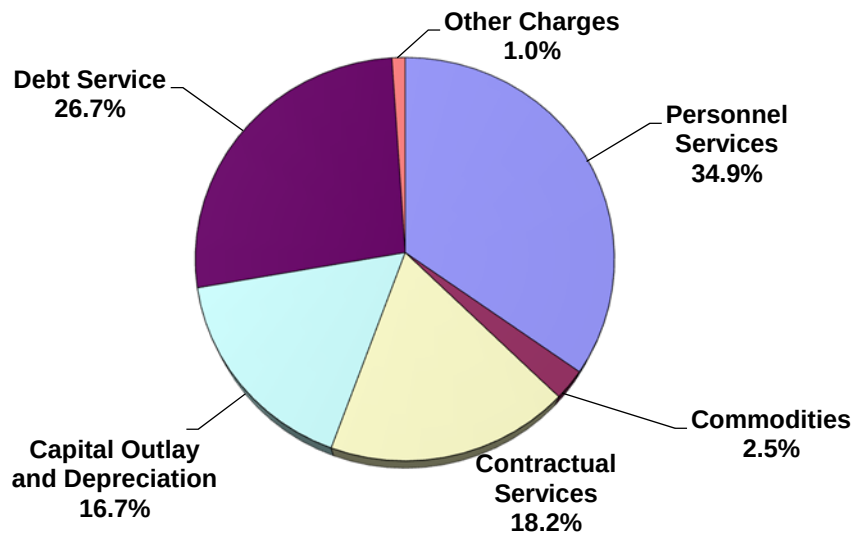


2017 BUDGET



EXPENDITURES

2017 USES
\$56,624,699



Personnel costs will increase by 0.27% over the 2016 Budget due to cost of living increases and a reduction in salaries due to the YMCA taking over operations of the Maplewood Community Center.

Expenditures for commodities will decrease 11.63% in 2017, or \$183,610. This is primarily due to the YMCA taking over the Community Center.

Contractual services will decrease 4.84% in 2017, or \$524,860. This, again, is related to the contract with the YMCA for services at the Community Center, and an increase in sewage treatment costs billed by the Metropolitan Council.

Capital outlay and depreciation expenditures are anticipated to be 264% more than 2016 primarily due to road projects. Budgets for road projects were not included in the 2016 original budget, but were modified in mid-year.

Expenditures for debt service will be 9.53% more in 2017 due to scheduled payments on advance refunding bonds in 2017.

Miscellaneous expenditures will be 31.59% less than 2016, or \$274,130, primarily due to a reduction in internal service charges.

EXPENDITURE TYPES BY DEPARTMENT AS PERCENT OF TOTAL

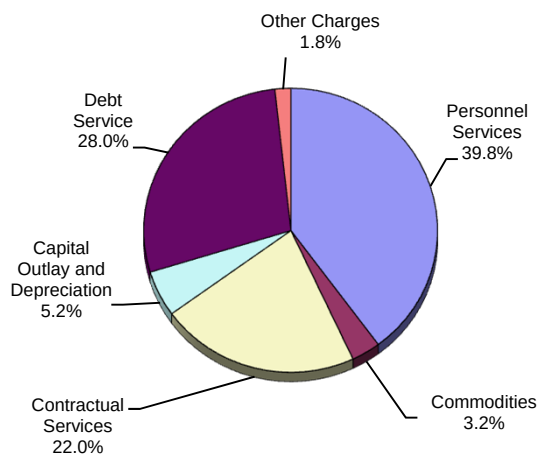
<u>TYPE</u>	2016 BUDGET	PERCENT OF TOTAL	2017 BUDGET	PERCENT OF TOTAL
Personnel Services	\$19,682,830	39.8%	\$19,735,139	34.9%
Commodities	1,579,320	3.2%	1,395,710	2.5%
Contractual Services	10,850,190	22.0%	10,325,330	18.2%
Capital Outlay and Depreciation	2,591,820	5.2%	9,435,980	16.7%
Debt Service	13,821,910	28.0%	15,138,820	26.7%
Other Charges	867,850	1.8%	593,720	1.0%
Totals	\$49,393,920	100.0%	\$56,624,699	100.0%

<u>DEPARTMENT</u>				
Citizen Services	\$ 1,315,320	2.7%	\$ 1,363,219	2.4%
Environmental & Economic Development	2,199,340	4.5%	2,454,510	4.3%
Debt Service	13,821,910	28.0%	15,138,820	26.7%
Executive	1,098,090	2.2%	1,628,640	2.9%
Finance	702,690	1.4%	679,000	1.2%
Fire	4,606,320	9.3%	5,238,140	9.3%
Information Technology	787,200	1.6%	766,250	1.4%
Legislative	194,090	0.4%	192,180	0.3%
Parks and Recreation	4,466,720	9.0%	2,191,550	3.9%
Police	8,822,840	17.9%	9,316,380	16.5%
Public Works	11,379,400	23.0%	17,656,010	31.2%
Totals	\$49,393,920	100.0%	\$56,624,699	100.0%

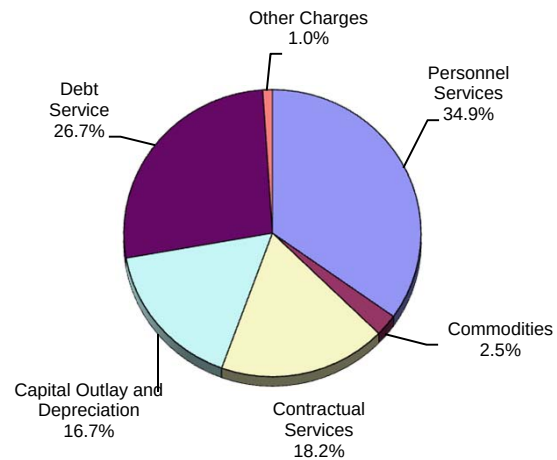
ALL BUDGETARY FUNDS EXPENDITURE SUMMARY

Type

2016

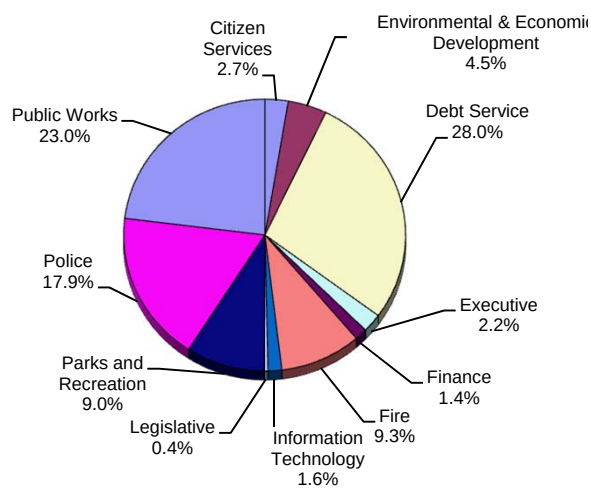


2017

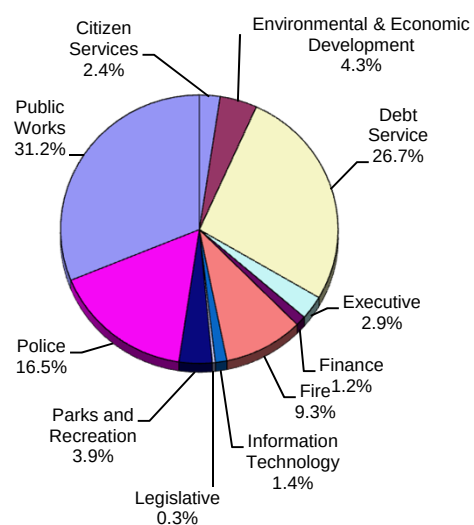


Department

2016



2017



BUDGETED CHANGES IN FUND BALANCE/NET POSITION

Fund	Beginning Fund Balance 1-1-2017	2017 Revenues	Net Transfers and Debt	2017 Expenditures	Ending Fund Balance 12-31-2017
<u>GOVERNMENTAL FUNDS:</u>					
General Fund	7,939,535	18,183,479	1,710,550	19,894,029	7,939,535
Total General Fund	7,939,535	18,183,479	1,710,550	19,894,029	7,939,535
Special Revenue Funds:					
Charitable Gambling	13,687	25,000	-	30,000	8,687
Recreation Programs	(83,908)	720,000	-	781,610	(145,518)
Police Services	57,694	20,000	-	10,000	67,694
Tree Fund	34,259	5,000	(5,000)	5,000	29,259
Taste of Maplewood	-	12,980	28,000	40,980	-
Cable Television	502,000	801,500	(300,000)	459,460	544,040
Maplewood EDA	378,120	89,270	-	289,100	178,290
Total Special Revenue	901,852	1,673,750	(277,000)	1,616,150	682,452
Debt Service Fund	14,379,971	7,642,890	1,065,407	14,725,820	8,362,448
Total Debt Service Fund	14,379,971	7,642,890	1,065,407	14,725,820	8,362,448
Capital Projects Funds:					
Building Replacement	225,617	2,000	-	-	227,617
Park Improvement	1,407,606	262,000	5,000	360,000	1,314,606
Trash Cart	26,928	79,000	(72,350)	15,000	18,578
Capital Improvement	1,249,069	256,790	(250,000)	1,121,800	134,059
Police Equipment	7,147	150,000	-	150,000	7,147
Fire Equipment	695,026	67,000	630,000	630,000	762,026
WAC St. Paul	1,155,424	430,000	(150,970)	7,500	1,426,954
WAC North St. Paul	(6,215)	11,600	-	1,600	3,785
Right of Way	34,088	10,400	-	-	44,488
TIF 1-1	16,943	-	(12,000)	4,950	(7)
TIF 1-2	115,517	-	-	4,950	110,567
TIF 1-3	33,794	60,400	(55,980)	2,150	36,064
TIF 1-4	60,101	60,500	-	450	120,151
TIF 1-5	45,596	45,100	-	450	90,246
TIF 1-6	119,899	115,200	-	450	234,649
TIF 1-7	2,189	23,100	-	21,500	3,789
TIF 1-8	51,021	78,800	-	73,600	56,221
TIF 1-10	(168,148)	180,800	-	164,000	(151,348)
TIF 1-11	(218,798)	20,000	-	500	(199,298)
TIF 1-12	392,655	804,000	(54,377)	165,000	977,278
TIF 1-13	953	50	-	500	503
Redevelopment	164,730	-	-	-	164,730
Legacy Village Abate	371,769	1,000	(198,700)	-	174,069
Fire Station 3M	1,147,126	1,000	-	-	1,148,126

Fund	Beginning Fund Balance 1-1-2017	2017 Revenues	Net Transfers and Debt	2017 Expenditures	Ending Fund Balance 12-31-2017
<i>Governmental Funds continued</i>					
Fire Training Facility	(421,899)	200,000	-	50,000	(271,899)
Police Expansion	(4,166)	-	-	-	(4,166)
Street Revitalization	4,535	488,000	(492,378)	-	157
Public Improvements	(4,334,217)	808,000	4,074,000	5,115,000	(4,567,217)
Total Capital Projects	2,174,290	4,154,740	3,422,245	7,889,400	1,861,875
TOTAL GOVERNMENTAL FUNDS	25,395,648	31,654,859	5,921,202	44,125,399	18,846,310

Fund	Beginning Fund Balance 1-1-2017	2017 Revenues	Net Transfers and Debt	2017 Expenditures	Ending Net Position 12-31-2017
<u>ENTERPRISE FUNDS:</u>					
Ambulance	955,474	2,500,000	430,000	2,517,240	1,368,234
Community Center	7,456,022	-	500,000	500,000	7,456,022
Environmental Utility	24,586,595	2,500,000	(1,108,340)	1,999,780	23,978,475
Recycling	351,179	600,000	29,000	701,280	278,899
Sewer	16,622,543	5,014,000	(794,840)	4,864,120	15,977,583
Street Light	(898,569)	478,000	-	220,680	(641,249)
TOTAL ENTERPRISE FUNDS	49,073,244	11,092,000	(944,180)	10,803,100	48,417,964

Fund	Beginning Fund Balance 1-1-2017	2017 Revenues	Net Transfers and Debt	2017 Expenditures	Ending Fund Balance 12-31-2017
<u>INTERNAL SERVICE FUNDS:</u>					
Employee Benefits	459,321	-	-	-	459,321
Dental Insurance	70,263	-	-	-	70,263
Fleet	2,436,476	929,950	-	929,950	2,436,476
Information Technology	393,882	763,250	3,000	766,250	393,882
TOTAL INTERNAL SERVICE FUNDS	3,359,942	1,693,200	3,000	1,696,200	3,359,942



2017 Budget Summary All Budgetary Funds

	Actual 2015	Original Budget 2016	Estimated 2016	Proposed 2017	Budget % Incr/(Decr)
Revenues:					
Taxes	\$ 20,246,746	\$ 21,770,480	\$ 22,592,550	\$ 23,970,829	10.11%
Special Assessments	2,393,168	1,470,970	1,728,000	1,745,390	18.66%
Licenses & Permits	1,366,702	1,254,040	1,213,000	1,251,600	-0.19%
Intergovernmental	8,927,324	3,392,880	5,147,650	2,967,250	-12.54%
Charges for Service	16,340,707	16,608,300	17,500,600	12,861,900	-22.56%
Fines and Forfeits	239,430	274,000	243,000	245,000	-10.58%
Interest	129,775	214,170	199,440	263,110	22.85%
Miscellaneous Revenue	9,237,444	2,254,900	9,546,680	2,170,980	-3.72%
Total Revenues	58,881,296	47,239,740	58,170,920	45,476,059	-3.73%
Expenditures:					
Current					
Citizen Services	1,200,657	1,270,320	1,249,000	1,318,219	3.77%
Environment & Econ Dev	2,053,275	2,099,340	2,061,212	2,204,510	5.01%
Executive	986,136	1,098,090	1,381,000	1,628,640	48.32%
Finance	698,022	702,690	658,000	679,000	-3.37%
Fire	4,650,362	4,536,320	4,491,750	4,608,140	1.58%
Information Technology	749,744	787,200	835,018	766,250	-2.66%
Legislative	183,516	194,090	191,000	192,180	-0.98%
Police	8,089,866	8,551,200	8,460,100	9,089,580	6.30%
Parks & Recreation	4,007,134	3,971,720	3,908,680	1,866,550	-53.00%
Public Works	10,794,955	11,359,400	10,955,742	11,541,010	1.60%
Total Current Expenditures	33,413,667	34,570,370	34,191,502	33,894,079	-1.96%
Debt Service					
TIF Developer Payments	84,516	80,120	93,216	93,000	16.08%
Principal Retirement	23,855,537	11,186,100	11,190,540	12,657,820	13.16%
Interest and Fiscal Charges	3,216,866	2,555,690	2,461,096	2,388,000	-6.56%
Total Debt Service	27,156,919	13,821,910	13,744,852	15,138,820	9.53%
Capital Outlay					
Citizen Services	-	45,000	45,000	45,000	0.00%
Economic Development	3,720,001	100,000	91,505	250,000	150.00%
Fire	1,104,763	70,000	104,000	630,000	800.00%
Parks and Recreation	1,648,248	495,000	500,000	325,000	-34.34%
Police	471,519	271,640	205,651	226,800	-16.51%
Public Works	5,781,372	20,000	1,816,000	6,115,000	N/A
Total Capital Outlay	12,725,903	1,001,640	2,762,156	7,591,800	657.94%
Total Expenditures	73,296,489	49,393,920	50,698,510	56,624,699	14.64%
Excess of Revenues Over (Under) Expenditures	(14,415,193)	(2,154,180)	7,472,410	(11,148,640)	417.54%
Other Financing Sources (Uses)					
Transfers In	19,106,453	6,398,440	8,982,880	7,042,629	10.07%
Transfers Out	(19,106,453)	(6,398,440)	(8,982,880)	(7,042,629)	10.07%
Issuance of Debt	1,215,000	-	3,765,000	3,919,022	N/A
Issuance of Refunding Debt	11,780,000	-	5,775,000	-	N/A
Premium on Debt	324,377	-	438,880	-	N/A
Capital Contributions	1,030,343	-	-	-	0.00%
Sale of Capital Assets	1,842,831	29,240	77,400	25,000	-14.50%
Total Other Financing Sources (Uses)	16,192,551	29,240	10,056,280	3,944,022	13388.45%
Net Change in Fund Balance/ Net Position	1,777,358	(2,124,940)	17,528,690	(7,204,618)	



2017 Budget Summary

TOTAL GOVERNMENTAL FUNDS

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 17,873,199	\$ 18,859,940	\$ 18,712,850	\$ 19,933,829	5.69%
Tax Increments	876,656	1,078,000	1,217,700	1,381,000	28.11%
Other Taxes	195,463	556,620	1,372,000	1,378,000	147.57%
Special Assessments	2,393,168	1,470,970	1,728,000	1,745,390	18.66%
Licenses & Permits	1,366,702	1,254,040	1,213,000	1,251,600	-0.19%
Intergovernmental	8,607,607	3,181,260	4,768,880	2,757,250	-13.33%
Charges for Service	4,113,823	4,414,030	5,025,600	2,261,900	-48.76%
Fines and Forfeits	239,430	274,000	243,000	245,000	-10.58%
Interest	91,356	192,450	139,140	212,110	10.22%
Miscellaneous Revenue	494,714	170,090	408,000	463,780	172.67%
Total Revenues	36,252,119	31,451,400	34,828,170	31,629,859	0.57%
Expenditures:					
Current					
Citizen Services	1,200,657	1,270,320	1,249,000	1,318,219	3.77%
Environment & Econ Dev	1,136,536	1,166,840	1,127,672	1,258,060	7.82%
Executive	986,136	1,098,090	1,381,000	1,628,640	48.32%
Finance	698,022	702,690	658,000	679,000	-3.37%
Fire	2,080,734	1,944,770	1,947,500	2,090,900	7.51%
Legislative	183,516	194,090	191,000	192,180	-0.98%
Police	8,089,866	8,551,200	8,460,100	9,089,580	6.30%
Parks & Recreation	1,320,526	1,321,020	1,279,500	1,281,180	-3.02%
Public Works	3,600,294	3,932,700	3,574,250	3,857,020	-1.92%
Total Current Expenditures	19,296,287	20,181,720	19,868,022	21,394,779	6.01%
Debt Service					
TIF Developer Payments	84,516	80,120	93,216	93,000	16.08%
Principal Retirement	23,855,537	11,186,100	11,190,540	12,657,820	13.16%
Interest and Other Charges	3,216,866	2,555,690	2,461,096	2,388,000	-6.56%
Total Debt Service	27,156,919	13,821,910	13,744,852	15,138,820	9.53%
Capital Outlay					
Citizen Services	-	45,000	45,000	45,000	0.00%
Economic Development	3,720,001	100,000	91,505	250,000	150.00%
Fire	1,104,763	70,000	104,000	630,000	800.00%
Parks and Recreation	1,648,248	495,000	500,000	325,000	-34.34%
Police	471,519	271,640	205,651	226,800	-16.51%
Public Works	5,781,372	20,000	1,816,000	6,115,000	30475.00%
Total Capital Outlay	12,725,903	1,001,640	2,762,156	7,591,800	657.94%
Total Expenditures	59,179,109	35,005,270	36,375,030	44,125,399	26.05%
Excess of Revenues Over (Under) Expenditures	(22,926,990)	(3,553,870)	(1,546,860)	(12,495,540)	251.60%
Other Financing Sources (Uses)					
Transfers In	18,970,264	6,398,440	8,982,880	7,042,629	10.07%
Transfers Out	(16,757,403)	(5,147,290)	(6,911,154)	(5,040,449)	-2.08%
Issuance of Debt	1,215,000	-	3,765,000	3,919,022	N/A
Issuance of Refunding Debt	11,780,000	-	5,775,000	-	N/A
Premium on Debt	324,377	-	438,880	-	N/A
Sale of Capital Assets	1,801,877	29,240	36,000	25,000	-14.50%
Total Other Financing Sources (Uses)	17,334,115	1,280,390	12,086,606	5,946,202	364.41%
Net Change in Fund Balance	(5,592,875)	(2,273,480)	10,539,746	(6,549,338)	
Fund Balances:					
Beginning of Year	20,448,777	14,855,902	14,855,902	25,395,648	
End of Year	\$ 14,855,902	\$ 12,582,422	\$ 25,395,648	\$ 18,846,310	



City of Maplewood

2017 Budget Summary

General Fund

Date of Adoption: December 12, 2016

General Fund (101)

	<u>Actual 2015</u>	<u>Original Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Revenues:					
Property Taxes	\$ 12,275,132	\$ 13,131,520	\$ 12,900,000	\$ 14,418,079	9.80%
Other Taxes	76,028	63,960	80,000	66,000	3.19%
Special Assessments	1,510	800	1,000	1,200	50.00%
Licenses & Permits	1,351,543	1,242,340	1,200,000	1,238,600	-0.30%
Intergovernmental	936,437	909,710	935,000	946,500	4.04%
Charges for Service	2,878,857	3,251,820	3,250,000	1,039,300	-68.04%
Fines & Forfeits	220,951	229,000	225,000	225,000	-1.75%
Interest	44,021	121,440	110,000	135,000	11.17%
Miscellaneous Revenue	96,219	89,050	95,000	88,800	-0.28%
Total Revenues	<u>17,880,699</u>	<u>19,039,640</u>	<u>18,796,000</u>	<u>18,158,479</u>	<u>-4.63%</u>
Expenditures:					
Current					
Citizen Services	1,174,640	1,235,080	1,219,000	1,277,239	3.41%
Environment & Econ Dev	1,067,683	1,012,650	1,013,000	1,178,460	16.37%
Executive	986,136	1,098,090	1,081,000	1,169,180	6.47%
Finance	698,022	702,690	658,000	679,000	-3.37%
Fire	1,843,316	1,931,370	1,897,000	2,040,900	5.67%
Legislative	154,906	164,090	161,000	162,180	-1.16%
Parks & Recreation	511,215	524,650	524,000	459,570	-12.40%
Police	8,072,681	8,550,730	8,460,000	9,079,580	6.18%
Public Works	3,580,237	3,786,550	3,560,000	3,847,920	1.62%
Total Current Expenditures	<u>18,088,836</u>	<u>19,005,900</u>	<u>18,573,000</u>	<u>19,894,029</u>	<u>4.67%</u>
Capital Outlay					
Parks & Recreation	15,168	-	-	-	N/A
Public Works	36,131	-	-	-	N/A
Total Capital Outlay	<u>51,299</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Total Expenditures	<u>18,140,135</u>	<u>19,005,900</u>	<u>18,573,000</u>	<u>19,894,029</u>	<u>4.67%</u>
Excess of Revenues Over (Under) Expenditures	<u>(259,436)</u>	<u>33,740</u>	<u>223,000</u>	<u>(1,735,550)</u>	<u>-5243.89%</u>
Other Financing Sources (Uses)					
Transfers In	-	-	-	1,738,550	0.00%
Transfers Out	(619,316)	(28,000)	(20,000)	(28,000)	0.00%
Sale of General Fixed Assets	220,964	29,240	30,000	25,000	-14.50%
Total Other Financing Sources (Uses)	<u>(398,352)</u>	<u>1,240</u>	<u>10,000</u>	<u>1,735,550</u>	<u>139863.71%</u>
Net Change in Fund Balance	<u>(657,788)</u>	<u>34,980</u>	<u>233,000</u>	<u>-</u>	
Fund Balances:					
Beginning of Year	<u>8,364,323</u>	<u>7,706,535</u>	<u>7,706,535</u>	<u>7,939,535</u>	
End of Year	<u>\$ 7,706,535</u>	<u>\$ 7,741,515</u>	<u>\$ 7,939,535</u>	<u>\$ 7,939,535</u>	



City of Maplewood

2017 Budget Summary

Total Special Revenue Funds

Date of Adoption: December 12, 2016

Special Revenue Funds

	<u>Actual 2015</u>	<u>Original Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Revenues:					
Property Taxes	\$ 245,770	\$ 285,220	\$ 285,000	\$ 289,270	1.42%
Other Taxes	25,800	25,400	822,000	825,000	3148.03%
Licenses & Permits	1,800	1,700	3,000	3,000	76.47%
Intergovernmental	3,042,144	-	-	-	0.00%
Charges for Service	440,606	462,940	465,000	462,000	-0.20%
Fines & Forfeits	18,479	45,000	18,000	20,000	-55.56%
Interest	2,530	590	2,900	1,500	154.24%
Miscellaneous Revenue	120,156	81,040	112,000	72,980	-9.95%
Total Revenues	3,897,285	901,890	1,707,900	1,673,750	85.58%
Expenditures:					
Current					
Citizen Services	26,017	35,240	30,000	40,980	16.29%
Environment & Econ Dev	44,935	37,580	35,000	39,100	4.04%
Executive	-	-	300,000	459,460	N/A
Finance	-	-	-	-	0.00%
Legislative	28,610	30,000	30,000	30,000	0.00%
Parks & Recreation	751,047	741,370	740,500	786,610	6.10%
Police	10,747	470	100	10,000	2027.66%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	861,356	844,660	1,135,600	1,366,150	61.74%
Capital Outlay					
Police	77,474	74,660	52,568	-	-100.00%
Economic Development	3,720,001	100,000	91,505	250,000	150.00%
Total Capital Outlay	3,797,475	174,660	144,073	250,000	43.14%
Total Expenditures	4,658,831	1,019,320	1,279,673	1,616,150	58.55%
Excess of Revenues Over (Under) Expenditures	(761,546)	(117,430)	428,227	57,600	-149.05%
Other Financing Sources (Uses)					
Transfers In	19,316	28,000	20,000	28,000	0.00%
Transfers Out	-	-	-	(305,000)	N/A
Sale of General Fixed Assets	10,353	-	-	-	0.00%
Total Other Financing Sources (Uses)	29,669	28,000	20,000	(277,000)	-1089.29%
Net Change in Fund Balance	(731,877)	(89,430)	448,227	(219,400)	
Fund Balances:					
Beginning of Year	1,185,502	453,625	453,625	901,852	
End of Year	\$ 453,625	\$ 364,195	\$ 901,852	\$ 682,452	



City of Maplewood

2017 Budget Summary

Charitable Gambling Fund

Date of Adoption: December 12, 2016

Charitable Gambling Fund (205)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Gambling Taxes	\$ 25,800	\$ 25,400	\$ 22,000	\$ 25,000	-1.57%
Interest	-	-	-	-	0.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	25,800	25,400	22,000	25,000	-1.57%
Expenditures:					
Current					
Legislative	28,610	30,000	30,000	30,000	0.00%
Total Current Expenditures	28,610	30,000	30,000	30,000	0.00%
Capital Outlay					
Parks & Recreation	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	28,610	30,000	30,000	30,000	0.00%
Excess of Revenues Over (Under) Expenditures	(2,810)	(4,600)	(8,000)	(5,000)	8.70%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(2,810)	(4,600)	(8,000)	(5,000)	
Fund Balances:					
Beginning of Year	24,497	21,687	21,687	13,687	
End of Year	\$ 21,687	\$ 17,087	\$ 13,687	\$ 8,687	



City of Maplewood

2017 Budget Summary

Recreation Programs

Date of Adoption: December 12, 2016
Responsible Department: Parks & Recreation

Recreation Programs (206)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 157,744	\$ 197,200	\$ 197,000	\$ 200,000	1.42%
Intergovernmental	16,280	-	-	-	0.00%
Charges for Service	440,606	462,940	465,000	462,000	-0.20%
Interest	(171)	-	-	-	0.00%
Miscellaneous Revenue	40,320	70,500	70,000	58,000	-17.73%
Total Revenues	654,779	730,640	732,000	720,000	-1.46%
Expenditures:					
Current					
Parks & Recreation	746,251	739,350	740,000	781,610	5.72%
Total Current Expenditures	746,251	739,350	740,000	781,610	5.72%
Capital Outlay					
Parks & Recreation	-	-	-	-	N/A
Total Capital Outlay	-	-	-	-	N/A
Total Expenditures	746,251	739,350	740,000	781,610	5.72%
Excess of Revenues Over (Under) Expenditures	(91,472)	(8,710)	(8,000)	(61,610)	607.35%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Sale of General Fixed Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(91,472)	(8,710)	(8,000)	(61,610)	
Fund Balances:					
Beginning of Year	15,564	(75,908)	(75,908)	(83,908)	
End of Year	\$ (75,908)	\$ (84,618)	\$ (83,908)	\$ (145,518)	



City of Maplewood

2017 Budget Summary

Police Services Fund

Date of Adoption: December 12, 2016
Responsible Department: Police

Police Services (208)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Intergovernmental	-	-	-	-	0.00%
Fines & Forfeits	18,479	45,000	18,000	20,000	-55.56%
Interest	850	590	800	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	19,329	45,590	18,800	20,000	-56.13%
Expenditures:					
Current					
Police	10,747	470	100	10,000	2027.66%
Finance	-	-	-	-	0.00%
Total Current Expenditures	10,747	470	100	10,000	2027.66%
Capital Outlay					
Police	36,834	74,660	52,568	-	N/A
Total Capital Outlay	36,834	74,660	52,568	-	N/A
Total Expenditures	47,581	75,130	52,668	10,000	-86.69%
Excess of Revenues Over (Under) Expenditures	(28,252)	(29,540)	(33,868)	10,000	-133.85%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Sale of General Fixed Assets	10,353	-	-	-	0.00%
Total Other Financing Sources (Uses)	10,353	-	-	-	0.00%
Net Change in Fund Balance	(17,899)	(29,540)	(33,868)	10,000	
Fund Balances:					
Beginning of Year	109,461	91,562	91,562	57,694	
End of Year	\$ 91,562	\$ 62,022	\$ 57,694	\$ 67,694	



City of Maplewood

2017 Budget Summary

Tree Preservation Fund

Date of Adoption: December 12, 2016
Responsible Department: Public Works

Tree Preservation Fund (219)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Intergovernmental	-	-	-	-	0.00%
Interest	41	-	100	-	0.00%
Miscellaneous Revenue	-	5,000	30,500	5,000	0.00%
Total Revenues	41	5,000	30,600	5,000	0.00%
Expenditures:					
Current					
Parks & Recreation	1,572	2,020	500	5,000	147.52%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	1,572	2,020	500	5,000	147.52%
Capital Outlay					
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	1,572	2,020	500	5,000	147.52%
Excess of Revenues Over (Under) Expenditures	(1,531)	2,980	30,100	-	-100.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	(5,000)	0.00%
Sale of General Fixed Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	(5,000)	0.00%
Net Change in Fund Balance	(1,531)	2,980	30,100	(5,000)	
Fund Balances:					
Beginning of Year	5,690	4,159	4,159	34,259	
End of Year	\$ 4,159	\$ 7,139	\$ 34,259	\$ 29,259	



City of Maplewood

2017 Budget Summary

Taste of Maplewood Fund

Date of Adoption: December 12, 2016
Responsible Department: Citizen Services

Taste of Maplewood (220)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Licenses & Permits	1,800	1,700	3,000	3,000	0.00%
Interest	-	-	-	-	0.00%
Miscellaneous Revenue	4,901	5,540	7,000	9,980	80.14%
Total Revenues	6,701	7,240	10,000	12,980	79.28%
Expenditures:					
Current					
Community Celebration	26,017	35,240	30,000	40,980	16.29%
Total Current Expenditures	26,017	35,240	30,000	40,980	16.29%
Capital Outlay					
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	26,017	35,240	30,000	40,980	16.29%
Excess of Revenues Over (Under) Expenditures	(19,316)	(28,000)	(20,000)	(28,000)	0.00%
Other Financing Sources (Uses)					
Transfers In	19,316	28,000	20,000	28,000	0.00%
Transfers Out	-	-	-	-	0.00%
Sale of General Fixed Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	19,316	28,000	20,000	28,000	0.00%
Net Change in Fund Balance	-	-	-	-	
Fund Balances:					
Beginning of Year	-	-	-	-	
End of Year	\$ -	\$ -	\$ -	\$ -	



City of Maplewood

2017 Budget Summary

Cable TV Fund

Date of Adoption: December 12, 2016
Responsible Department: Administration

Cable TV Fund (222)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	N/A
Franchise Taxes	-	-	800,000	800,000	N/A
Interest	-	-	2,000	1,500	N/A
Miscellaneous Revenue	-	-	-	-	N/A
Total Revenues	<u>-</u>	<u>-</u>	<u>802,000</u>	<u>801,500</u>	<u>N/A</u>
Expenditures:					
Current					
Communications	-	-	300,000	459,460	N/A
Total Current Expenditures	<u>-</u>	<u>-</u>	<u>300,000</u>	<u>459,460</u>	<u>N/A</u>
Capital Outlay					
Communications	-	-	-	-	N/A
Total Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
Total Expenditures	<u>-</u>	<u>-</u>	<u>300,000</u>	<u>459,460</u>	<u>N/A</u>
Excess of Revenues Over (Under) Expenditures	<u>-</u>	<u>-</u>	<u>502,000</u>	<u>342,040</u>	<u>N/A</u>
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	N/A
Transfers Out	-	-	-	(300,000)	N/A
Sale of General Fixed Assets	-	-	-	-	N/A
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>(300,000)</u>	<u>N/A</u>
Net Change in Fund Balance	-	-	502,000	42,040	
Fund Balances:					
Beginning of Year	<u>-</u>	<u>-</u>	<u>-</u>	<u>502,000</u>	
End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 502,000</u>	<u>\$ 544,040</u>	



City of Maplewood

2017 Budget Summary

Maplewood Area EDA Fund

Date of Adoption: December 12, 2016
Responsible Department: EEDD

Maplewood Area EDA (280)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 88,026	\$ 88,020	\$ 88,000	\$ 89,270	1.42%
Interest	1,810	-	-	-	0.00%
Miscellaneous Revenue	(65)	-	4,500	-	0.00%
Total Revenues	89,771	88,020	92,500	89,270	1.42%
Expenditures:					
Current					
Economic Development	44,441	37,580	35,000	39,100	4.04%
Total Current Expenditures	44,441	37,580	35,000	39,100	4.04%
Capital Outlay					
Land	-	100,000	-	250,000	150.00%
Total Capital Outlay	-	100,000	-	250,000	150.00%
Total Expenditures	44,441	137,580	35,000	289,100	110.13%
Excess of Revenues Over (Under) Expenditures	45,330	(49,560)	57,500	(199,830)	303.21%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Sale of General Fixed Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	45,330	(49,560)	57,500	(199,830)	
Fund Balances:					
Beginning of Year	275,290	320,620	320,620	378,120	
End of Year	\$ 320,620	\$ 271,060	\$ 378,120	\$ 178,290	



City of Maplewood

2017 Budget Summary

State and Federal Grants Fund

Date of Adoption: December 12, 2016

Responsible Department: Finance

State and Federal Grants (298-299)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Intergovernmental	\$ 3,025,864	\$ -	\$ -	\$ -	0.00%
Interest	-	-	-	-	0.00%
Miscellaneous Revenue	75,000	-	-	-	0.00%
Total Revenues	3,100,864	-	-	-	0.00%
Expenditures:					
Current					
Economic Development	494	-	-	-	0.00%
Parks and Recreation	3,224	-	-	-	0.00%
Total Current Expenditures	3,718	-	-	-	0.00%
Capital Outlay					
Economic Development	3,720,001	-	91,505	-	0.00%
Police	40,640	-	-	-	0.00%
Total Capital Outlay	3,760,641	-	91,505	-	0.00%
Total Expenditures	3,764,359	-	91,505	-	0.00%
Excess of Revenues Over (Under) Expenditures	(663,495)	-	(91,505)	-	0.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Sale of General Fixed Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(663,495)	-	(91,505)	-	
Fund Balances:					
Beginning of Year	755,000	91,505	91,505	-	
End of Year	\$ 91,505	\$ 91,505	\$ -	\$ -	



City of Maplewood

2017 Budget Summary

Debt Service Fund

Date of Adoption: December 12, 2016

Debt Service (300's)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 4,716,902	\$ 4,725,730	\$ 4,792,820	\$ 4,891,480	3.51%
Special Assessments	2,385,554	1,470,170	1,476,600	1,494,190	1.63%
Intergovernmental	1,326,016	1,240,590	1,240,590	1,224,460	-1.30%
Interest	51,055	33,020	34,640	32,760	-0.79%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	8,479,527	7,469,510	7,544,650	7,642,890	2.32%
Expenditures:					
Current					
Fiscal Fees	208,644	63,700	131,780	10,000	-84.30%
Total Current Expenditures	208,644	63,700	131,780	10,000	-84.30%
Debt Service:					
Principal Retirement	23,855,537	11,186,100	11,190,540	12,657,820	13.16%
Interest	2,798,548	2,160,990	2,158,950	2,048,550	-5.20%
Paying Agent and Fiscal Fees	12,380	9,000	9,000	9,450	5.00%
Total Debt Service Expenditures	26,666,465	13,356,090	13,358,490	14,715,820	10.18%
Total Expenditures	26,875,109	13,419,790	13,490,270	14,725,820	9.73%
Excess of Revenues Over (Under) Expenditures	(18,395,582)	(5,950,280)	(5,945,620)	(7,082,930)	19.04%
Other Financing Sources (Uses)					
Transfers In	15,473,419	4,892,840	4,892,840	3,653,101	-25.34%
Transfers Out	(14,145,629)	(3,463,190)	(5,278,190)	(2,587,694)	-25.28%
Issuance of Debt	-	-	3,765,000	-	0.00%
Issuance of Refunding Debt	11,780,000	-	5,775,000	-	0.00%
Premium on Debt Issued	304,073	-	438,880	-	0.00%
Total Other Financing Sources (Uses)	13,411,863	1,429,650	9,593,530	1,065,407	-25.48%
Net Change in Fund Balance	(4,983,719)	(4,520,630)	3,647,910	(6,017,523)	
Fund Balances:					
Beginning of Year	15,715,780	10,732,061	10,732,061	14,379,971	
End of Year	\$ 10,732,061	\$ 6,211,431	\$ 14,379,971	\$ 8,362,448	



2017 Budget Summary Total Capital Projects Funds

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 635,395	\$ 717,470	\$ 735,030	\$ 335,000	-53.31%
Tax Increments	876,656	1,078,000	1,217,700	1,381,000	28.11%
Other Taxes	93,635	467,260	470,000	487,000	4.22%
Special Assessments	6,104	-	250,400	250,000	N/A
Licenses & Permits	13,359	10,000	10,000	10,000	0.00%
Intergovernmental	3,303,010	1,030,960	2,593,290	586,290	-43.13%
Charges for Service	794,360	699,270	1,310,600	760,600	8.77%
Interest	(6,250)	37,400	(8,400)	42,850	14.57%
Miscellaneous Revenue	278,339	-	201,000	302,000	0.00%
Total Revenues	5,994,608	4,040,360	6,779,620	4,154,740	2.83%
Expenditures:					
Current					
Environment & Econ Dev	23,918	116,610	79,672	40,500	-65.27%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	237,418	13,400	50,500	50,000	N/A
Police	6,438	-	-	-	0.00%
Parks & Recreation	58,264	55,000	15,000	35,000	0.00%
Public Works	20,057	146,150	14,250	9,100	-93.77%
Total Current Expenditures	346,095	331,160	159,422	134,600	-59.35%
Debt Service					
TIF Developer Payments	84,516	80,120	93,216	93,000	0.00%
Interest and Other Charges	197,294	322,000	161,366	320,000	-0.62%
Total Debt Service	281,810	402,120	254,582	413,000	2.71%
Capital Outlay					
Citizen Services	-	45,000	45,000	45,000	0.00%
Economic Development	-	-	-	-	N/A
Fire	1,104,763	70,000	104,000	630,000	800.00%
Parks and Recreation	1,633,080	495,000	500,000	325,000	-34.34%
Police	394,045	196,980	153,083	226,800	15.14%
Public Works	5,745,241	20,000	1,816,000	6,115,000	30475.00%
Total Capital Outlay	8,877,129	826,980	2,618,083	7,341,800	787.78%
Total Expenditures	9,505,034	1,560,260	3,032,087	7,889,400	405.65%
Excess of Revenues Over (Under) Expenditures	(3,510,426)	2,480,100	3,747,533	(3,734,660)	-250.59%
Other Financing Sources (Uses)					
Transfers In	3,477,529	1,477,600	4,070,040	1,622,978	0.00%
Transfers Out	(1,992,458)	(1,656,100)	(1,612,964)	(2,119,755)	28.00%
Issuance of Debt	1,215,000	-	-	3,919,022	0.00%
Premium on Debt	20,304	-	-	-	0.00%
Sale of Capital Assets	1,570,560	-	6,000	-	N/A
Total Other Financing Sources (Uses)	4,290,935	(178,500)	2,463,076	3,422,245	-2017.22%
Net Change in Fund Balance	780,509	2,301,600	6,210,609	(312,415)	
Fund Balances:					
Beginning of Year	(4,816,828)	(4,036,319)	(4,036,319)	2,174,290	
End of Year	\$ (4,036,319)	\$ (1,734,719)	\$ 2,174,290	\$ 1,861,875	



2017 Budget Summary Building Replacement Fund (401)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ 49,300	\$ 50,000	\$ -	-100.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	214	1,750	2,000	2,000	14.29%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	214	51,050	52,000	2,000	-96.08%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	120	1,400	-	-	0.00%
Total Current Expenditures	120	1,400	-	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	75,477	-	1,000	-	0.00%
Total Capital Outlay	75,477	-	1,000	-	0.00%
Total Expenditures	75,597	1,400	1,000	-	-100.00%
Excess of Revenues Over (Under) Expenditures	(75,383)	49,650	51,000	2,000	-95.97%
Other Financing Sources (Uses)					
Transfers In	250,000	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	250,000	-	-	-	0.00%
Net Change in Fund Balance	174,617	49,650	51,000	2,000	
Fund Balances:					
Beginning of Year	-	174,617	174,617	225,617	
End of Year	\$ 174,617	\$ 224,267	\$ 225,617	\$ 227,617	



2017 Budget Summary Park Development Fund (403)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ (64)	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	245,734	260,000	800,000	250,000	-3.85%
Interest	7,099	5,830	7,000	10,000	71.53%
Miscellaneous Revenue	450	-	20,000	2,000	N/A
Total Revenues	253,219	265,830	827,000	262,000	-1.44%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	37,403	54,660	15,000	35,000	-35.97%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	37,403	54,660	15,000	35,000	-35.97%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	169,208	395,000	-	325,000	-17.72%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	169,208	395,000	-	325,000	-17.72%
Total Expenditures	206,611	449,660	15,000	360,000	-19.94%
Excess of Revenues Over (Under) Expenditures	46,608	(183,830)	812,000	(98,000)	-46.69%
Other Financing Sources (Uses)					
Transfers In	-	-	-	5,000	0.00%
Transfers Out	(406,270)	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(406,270)	-	-	5,000	0.00%
Net Change in Fund Balance	(359,662)	(183,830)	812,000	(93,000)	
Fund Balances:					
Beginning of Year	955,268	595,606	595,606	1,407,606	
End of Year	\$ 595,606	\$ 411,776	\$ 1,407,606	\$ 1,314,606	



2017 Budget Summary Trash Cart Replacement Fund (404)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	581	-	400	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	79,157	78,000	79,000	79,000	1.28%
Interest	303	410	600	-	-100.00%
Miscellaneous Revenue	4,165	-	1,000	-	0.00%
Total Revenues	84,206	78,410	81,000	79,000	0.75%
Expenditures:					
Current					
Environment & Econ Dev	1,210	730	27,000	15,000	1954.79%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	1,210	730	27,000	15,000	1954.79%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	1,210	730	27,000	15,000	1954.79%
Excess of Revenues Over (Under) Expenditures	82,996	77,680	54,000	64,000	-17.61%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(75,070)	(73,710)	(73,710)	(72,350)	-1.85%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(75,070)	(73,710)	(73,710)	(72,350)	-1.85%
Net Change in Fund Balance	7,926	3,970	(19,710)	(8,350)	
Fund Balances:					
Beginning of Year	38,712	46,638	46,638	26,928	
End of Year	\$ 46,638	\$ 50,608	\$ 26,928	\$ 18,578	



2017 Budget Summary Capital Improvement Fund (405)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 384,568	\$ 288,560	\$ 300,000	\$ 125,000	-56.68%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	562,082	128,290	128,290	128,290	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	3,292	430	2,200	3,500	713.95%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	949,942	417,280	430,490	256,790	-38.46%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	20,861	340	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	20,861	340	-	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	12,181	-	-	-	0.00%
Total Debt Service	12,181	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	45,000	45,000	45,000	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	1,463,872	100,000	500,000	-	-100.00%
Police	-	35,000	-	76,800	119.43%
Public Works	-	20,000	315,000	1,000,000	4900.00%
Total Capital Outlay	1,463,872	200,000	860,000	1,121,800	460.90%
Total Expenditures	1,496,914	200,340	860,000	1,121,800	459.95%
Excess of Revenues Over (Under) Expenditures	(546,972)	216,940	(429,510)	(865,010)	-498.73%
Other Financing Sources (Uses)					
Transfers In	-	-	1,815,000	-	0.00%
Transfers Out	(250,000)	(250,000)	(250,000)	(250,000)	0.00%
Issuance of Debt	411,864	-	-	-	0.00%
Premium on Debt	6,883	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	168,747	(250,000)	1,565,000	(250,000)	0.00%
Net Change in Fund Balance	(378,225)	(33,060)	1,135,490	(1,115,010)	
Fund Balances:					
Beginning of Year	491,804	113,579	113,579	1,249,069	
End of Year	\$ 113,579	\$ 80,519	\$ 1,249,069	\$ 134,059	



2017 Budget Summary Police Vehicles & Equipment Fund (406)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 251,986	\$ 295,800	\$ 300,000	\$ 150,000	-49.29%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	(858)	(1,160)	-	-	-100.00%
Miscellaneous Revenue	(185)	-	-	-	0.00%
Total Revenues	250,943	294,640	300,000	150,000	-49.09%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	-	-	-	-	0.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	392,796	161,980	151,000	150,000	-7.40%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	392,796	161,980	151,000	150,000	-7.40%
Total Expenditures	392,796	161,980	151,000	150,000	-7.40%
Excess of Revenues Over (Under) Expenditures	(141,853)	132,660	149,000	-	-100.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(141,853)	132,660	149,000	-	
Fund Balances:					
Beginning of Year	-	(141,853)	(141,853)	7,147	
End of Year	\$ (141,853)	\$ (9,193)	\$ 7,147	\$ 7,147	



2017 Budget Summary Water Area Charge St. Paul Fund (407)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ 244	\$ -	\$ 100	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	7	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	457,897	349,730	420,000	420,000	20.09%
Interest	4,722	7,880	10,000	10,000	26.90%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	462,870	357,610	430,100	430,000	20.24%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	8,375	13,150	7,000	7,500	-42.97%
Total Current Expenditures	8,375	13,150	7,000	7,500	-42.97%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	8,375	13,150	7,000	7,500	-42.97%
Excess of Revenues Over (Under) Expenditures	454,495	344,460	423,100	422,500	22.66%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(206,370)	(133,160)	(133,160)	(150,970)	13.37%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(206,370)	(133,160)	(133,160)	(150,970)	13.37%
Net Change in Fund Balance	248,125	211,300	289,940	271,530	
Fund Balances:					
Beginning of Year	617,359	865,484	865,484	1,155,424	
End of Year	\$ 865,484	\$ 1,076,784	\$ 1,155,424	\$ 1,426,954	



2017 Budget Summary

Water Area Charge North St. Paul Fund (408)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	11,572	11,540	11,600	11,600	0.52%
Interest	(175)	(160)	(160)	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	11,397	11,380	11,440	11,600	1.93%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	1,460	1,550	1,550	1,600	3.23%
Total Current Expenditures	1,460	1,550	1,550	1,600	3.23%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	1,460	1,550	1,550	1,600	3.23%
Excess of Revenues Over (Under) Expenditures	9,937	9,830	9,890	10,000	1.73%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	9,937	9,830	9,890	10,000	
Fund Balances:					
Beginning of Year	(26,042)	(16,105)	(16,105)	(6,215)	
End of Year	\$ (16,105)	\$ (6,275)	\$ (6,215)	\$ 3,785	



2017 Budget Summary Right of Way Fund (409)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	13,359	10,000	10,000	10,000	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	759	20	300	400	1900.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	14,118	10,020	10,300	10,400	3.79%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	426	20	100	-	0.00%
Total Current Expenditures	426	20	100	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	426	20	100	-	-100.00%
Excess of Revenues Over (Under) Expenditures	13,692	10,000	10,200	10,400	4.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(95,000)	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(95,000)	-	-	-	0.00%
Net Change in Fund Balance	(81,308)	10,000	10,200	10,400	
Fund Balances:					
Beginning of Year	105,196	23,888	23,888	34,088	
End of Year	\$ 23,888	\$ 33,888	\$ 34,088	\$ 44,488	



2017 Budget Summary

Tax Increment Financing District 1-1 Fund (413)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	150,897	150,000	160,000	-	-100.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	105	80	300	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	151,002	150,080	160,300	-	-100.00%
Expenditures:					
Current					
Environment & Econ Dev	3,132	5,010	4,950	4,950	-1.20%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	3,132	5,010	4,950	4,950	-1.20%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	3,132	5,010	4,950	4,950	-1.20%
Excess of Revenues Over (Under) Expenditures	147,870	145,070	155,350	(4,950)	-103.41%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(147,810)	(145,110)	(145,910)	(12,000)	-91.73%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(147,810)	(145,110)	(145,910)	(12,000)	-91.73%
Net Change in Fund Balance	60	(40)	9,440	(16,950)	
Fund Balances:					
Beginning of Year	7,443	7,503	7,503	16,943	
End of Year	\$ 7,503	\$ 7,463	\$ 16,943	\$ (7)	



2017 Budget Summary

Tax Increment Financing District 1-2 Fund (414)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	192,729	190,000	200,000	-	-100.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	194	100	1,000	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	192,923	190,100	201,000	-	-100.00%
Expenditures:					
Current					
Environment & Econ Dev	3,936	6,280	4,950	4,950	-21.18%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	3,936	6,280	4,950	4,950	-21.18%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	3,936	6,280	4,950	4,950	-21.18%
Excess of Revenues Over (Under) Expenditures	188,987	183,820	196,050	(4,950)	-102.69%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(92,520)	(183,960)	(186,400)	-	-100.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(92,520)	(183,960)	(186,400)	-	-100.00%
Net Change in Fund Balance	96,467	(140)	9,650	(4,950)	
Fund Balances:					
Beginning of Year	9,400	105,867	105,867	115,517	
End of Year	\$ 105,867	\$ 105,727	\$ 115,517	\$ 110,567	



2017 Budget Summary

Tax Increment Financing District 1-3 Fund (415)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	58,669	55,000	60,000	60,000	9.09%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	58	30	300	400	1233.33%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	58,727	55,030	60,300	60,400	9.76%
Expenditures:					
Current					
Environment & Econ Dev	1,469	2,170	2,150	2,150	-0.92%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	1,469	2,170	2,150	2,150	-0.92%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	1,469	2,170	2,150	2,150	-0.92%
Excess of Revenues Over (Under) Expenditures	57,258	52,860	58,150	58,250	10.20%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(27,930)	(53,050)	(56,420)	(55,980)	5.52%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(27,930)	(53,050)	(56,420)	(55,980)	5.52%
Net Change in Fund Balance	29,328	(190)	1,730	2,270	
Fund Balances:					
Beginning of Year	2,736	32,064	32,064	33,794	
End of Year	\$ 32,064	\$ 31,874	\$ 33,794	\$ 36,064	



2017 Budget Summary

Tax Increment Financing District 1-4 Fund (416)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	51,390	50,000	58,000	60,000	20.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	35	30	50	500	1566.67%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	51,425	50,030	58,050	60,500	20.93%
Expenditures:					
Current					
Environment & Econ Dev	386	470	450	450	-4.26%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	386	470	450	450	-4.26%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	386	470	450	450	-4.26%
Excess of Revenues Over (Under) Expenditures	51,039	49,560	57,600	60,050	21.17%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(51,030)	(49,630)	-	-	-100.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(51,030)	(49,630)	-	-	-100.00%
Net Change in Fund Balance	9	(70)	57,600	60,050	
Fund Balances:					
Beginning of Year	2,492	2,501	2,501	60,101	
End of Year	\$ 2,501	\$ 2,431	\$ 60,101	\$ 120,151	



2017 Budget Summary

Tax Increment Financing District 1-5 Fund (417)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	41,954	40,000	44,000	45,000	12.50%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	28	20	50	100	400.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	41,982	40,020	44,050	45,100	12.69%
Expenditures:					
Current					
Environment & Econ Dev	382	470	450	450	-4.26%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	382	470	450	450	-4.26%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	382	470	450	450	-4.26%
Excess of Revenues Over (Under) Expenditures	41,600	39,550	43,600	44,650	12.90%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(41,590)	(39,650)	-	-	-100.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(41,590)	(39,650)	-	-	-100.00%
Net Change in Fund Balance	10	(100)	43,600	44,650	
Fund Balances:					
Beginning of Year	1,986	1,996	1,996	45,596	
End of Year	\$ 1,996	\$ 1,896	\$ 45,596	\$ 90,246	



2017 Budget Summary

Tax Increment Financing District 1-6 Fund (418)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	109,121	105,000	115,000	115,000	9.52%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	73	50	100	200	300.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	109,194	105,050	115,100	115,200	9.66%
Expenditures:					
Current					
Environment & Econ Dev	407	490	450	450	-8.16%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	407	490	450	450	-8.16%
Debt Service					0.00%
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	407	490	450	450	-8.16%
Excess of Revenues Over (Under) Expenditures	108,787	104,560	114,650	114,750	9.75%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(108,760)	(104,760)	-	-	-100.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(108,760)	(104,760)	-	-	-100.00%
Net Change in Fund Balance	27	(200)	114,650	114,750	
Fund Balances:					
Beginning of Year	5,222	5,249	5,249	119,899	
End of Year	\$ 5,249	\$ 5,049	\$ 119,899	\$ 234,649	



2017 Budget Summary Fire Truck Replacement Fund (424)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ (198)	\$ 59,160	\$ 60,000	\$ 60,000	1.42%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	3,727	4,880	7,000	7,000	43.44%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	3,529	64,040	67,000	67,000	4.62%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	N/A
Fire	2,093	3,900	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	2,093	3,900	-	-	-100.00%
Debt Service					0.00%
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	70,000	4,000	630,000	800.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	70,000	4,000	630,000	800.00%
Total Expenditures	2,093	73,900	4,000	630,000	752.50%
Excess of Revenues Over (Under) Expenditures	1,436	(9,860)	63,000	(563,000)	5609.94%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	630,000	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	113,135	-	6,000	-	0.00%
Total Other Financing Sources (Uses)	113,135	-	6,000	630,000	0.00%
Net Change in Fund Balance	114,571	(9,860)	69,000	67,000	
Fund Balances:					
Beginning of Year	511,455	626,026	626,026	695,026	
End of Year	\$ 626,026	\$ 616,166	\$ 695,026	\$ 762,026	



2017 Budget Summary

Tax Increment Financing District 1-7 Fund (428)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	23,968	23,000	22,000	23,000	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	20	20	100	100	400.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	23,988	23,020	22,100	23,100	0.35%
Expenditures:					
Current					
Environment & Econ Dev	797	1,140	600	500	-56.14%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	797	1,140	600	500	-56.14%
Debt Service					
TIF Developer Payments	22,530	21,620	20,680	21,000	-2.87%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	22,530	21,620	20,680	21,000	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	23,327	22,760	21,280	21,500	-5.54%
Excess of Revenues Over (Under) Expenditures	661	260	820	1,600	515.38%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	661	260	820	1,600	
Fund Balances:					
Beginning of Year	708	1,369	1,369	2,189	
End of Year	\$ 1,369	\$ 1,629	\$ 2,189	\$ 3,789	



2017 Budget Summary

Tax Increment Financing District 1-8 Fund (429)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	68,873	65,000	75,000	78,000	20.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	354	520	700	800	53.85%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	69,227	65,520	75,700	78,800	20.27%
Expenditures:					
Current					
Environment & Econ Dev	1,794	2,820	1,600	1,600	-43.26%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	1,794	2,820	1,600	1,600	-43.26%
Debt Service					
TIF Developer Payments	61,986	58,500	72,536	72,000	23.08%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	61,986	58,500	72,536	72,000	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	63,780	61,320	74,136	73,600	20.03%
Excess of Revenues Over (Under) Expenditures	5,447	4,200	1,564	5,200	23.81%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	5,447	4,200	1,564	5,200	
Fund Balances:					
Beginning of Year	44,010	49,457	49,457	51,021	
End of Year	\$ 49,457	\$ 53,657	\$ 51,021	\$ 56,221	



2017 Budget Summary Redevelopment Fund (430)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ (27)	\$ 24,650	\$ 25,000	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	987	1,380	1,500	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	960	26,030	26,500	-	-100.00%
Expenditures:					
Current					
Environment & Econ Dev	555	81,100	500	-	-100.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	555	81,100	500	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
General Government	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	555	81,100	500	-	-100.00%
Excess of Revenues Over (Under) Expenditures	405	(55,070)	26,000	-	-100.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	405	(55,070)	26,000	-	
Fund Balances:					
Beginning of Year	138,325	138,730	138,730	164,730	
End of Year	\$ 138,730	\$ 83,660	\$ 164,730	\$ 164,730	



2017 Budget Summary

Legacy Village Tax Abatement Fund (431)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	3,523	4,990	1,500	1,000	-79.96%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	3,523	4,990	1,500	1,000	-79.96%
Expenditures:					
Current					
Environment & Econ Dev	1,978	3,990	500	-	-100.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	1,978	3,990	500	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	1,978	3,990	500	-	-100.00%
Excess of Revenues Over (Under) Expenditures	1,545	1,000	1,000	1,000	0.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(98,700)	(98,700)	(98,700)	(198,700)	101.32%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(98,700)	(98,700)	(98,700)	(198,700)	0.00%
Net Change in Fund Balance	(97,155)	(97,700)	(97,700)	(197,700)	
Fund Balances:					
Beginning of Year	566,624	469,469	469,469	371,769	
End of Year	\$ 469,469	\$ 371,769	\$ 371,769	\$ 174,069	



2017 Budget Summary Fire Station 3M Fund (432)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	9,023	11,870	12,000	1,000	-91.58%
Miscellaneous Revenue	7,322	-	-	-	0.00%
Total Revenues	16,345	11,870	12,000	1,000	-91.58%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	216,680	9,500	500	-	-100.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	216,680	9,500	500	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	80,994	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	80,994	-	-	-	0.00%
Total Expenditures	297,674	9,500	500	-	-100.00%
Excess of Revenues Over (Under) Expenditures	(281,329)	2,370	11,500	1,000	-57.81%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	1,457,425	-	-	-	0.00%
Total Other Financing Sources (Uses)	1,457,425	-	-	-	0.00%
Net Change in Fund Balance	1,176,096	2,370	11,500	1,000	
Fund Balances:					
Beginning of Year	(40,470)	1,135,626	1,135,626	1,147,126	
End of Year	\$ 1,135,626	\$ 1,137,996	\$ 1,147,126	\$ 1,148,126	



2017 Budget Summary Legacy Village Development Fund (433)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	79	50	140	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	79	50	140	-	-100.00%
Expenditures:					
Current					
Environment & Econ Dev	44	40	5,072	-	-100.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	44	40	5,072	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	44	40	5,072	-	-100.00%
Excess of Revenues Over (Under) Expenditures	35	10	(4,932)	-	-100.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	35	10	(4,932)	-	
Fund Balances:					
Beginning of Year	4,897	4,932	4,932	-	
End of Year	\$ 4,932	\$ 4,942	\$ -	\$ -	



2017 Budget Summary Fire Training Facility Fund (440)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	374,480	-	465,000	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	(2,201)	-	(6,400)	-	0.00%
Miscellaneous Revenue	47,021	-	80,000	200,000	N/A
Total Revenues	419,300	-	538,600	200,000	N/A
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	18,645	-	50,000	50,000	N/A
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	18,645	-	50,000	50,000	N/A
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	1,023,769	-	100,000	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	1,023,769	-	100,000	-	0.00%
Total Expenditures	1,042,414	-	150,000	50,000	N/A
Excess of Revenues Over (Under) Expenditures	(623,114)	-	388,600	150,000	N/A
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(623,114)	-	388,600	150,000	
Fund Balances:					
Beginning of Year	(187,385)	(810,499)	(810,499)	(421,899)	
End of Year	\$ (810,499)	\$ (810,499)	\$ (421,899)	\$ (271,899)	



2017 Budget Summary

Tax Increment Financing District 1-10 Fund (441)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	179,288	180,000	3,700	180,000	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	(29)	(50)	500	800	-1700.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	179,259	179,950	4,200	180,800	0.47%
Expenditures:					
Current					
Environment & Econ Dev	3,596	5,900	5,000	4,000	-32.20%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	3,596	5,900	5,000	4,000	-32.20%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	161,360	162,000	161,366	160,000	0.00%
Total Debt Service	161,360	162,000	161,366	160,000	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	164,956	167,900	166,366	164,000	-2.32%
Excess of Revenues Over (Under) Expenditures	14,303	12,050	(162,166)	16,800	39.42%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	14,303	12,050	(162,166)	16,800	
Fund Balances:					
Beginning of Year	(20,285)	(5,982)	(5,982)	(168,148)	
End of Year	\$ (5,982)	\$ 6,068	\$ (168,148)	\$ (151,348)	



2017 Budget Summary Police Department Expansion Fund (442)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ (1,114)	\$ -	\$ (70)	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	355	-	(30)	-	0.00%
Miscellaneous Revenue	166	-	-	-	0.00%
Total Revenues	(593)	-	(100)	-	0.00%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	6,438	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	6,438	-	-	-	0.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	1,249	-	2,083	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	1,249	-	2,083	-	0.00%
Total Expenditures	7,687	-	2,083	-	0.00%
Excess of Revenues Over (Under) Expenditures	(8,280)	-	(2,183)	-	0.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(8,280)	-	(2,183)	-	
Fund Balances:					
Beginning of Year	6,297	(1,983)	(1,983)	(4,166)	
End of Year	\$ (1,983)	\$ (1,983)	\$ (4,166)	\$ (4,166)	



2017 Budget Summary

Tax Increment Financing District 1-11 Fund (443)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	(233)	20,000	-	20,000	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	(1,529)	(2,170)	(2,200)	-	-100.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	(1,762)	17,830	(2,200)	20,000	12.17%
Expenditures:					
Current					
Environment & Econ Dev	477	-	450	500	0.00%
Executive	-	-	-	-	N/A
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	477	-	450	500	N/A
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	477	-	450	500	N/A
Excess of Revenues Over (Under) Expenditures	(2,239)	17,830	(2,650)	19,500	9.37%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(2,239)	17,830	(2,650)	19,500	
Fund Balances:					
Beginning of Year	(213,909)	(216,148)	(216,148)	(218,798)	
End of Year	\$ (216,148)	\$ (198,318)	\$ (218,798)	\$ (199,298)	



2017 Budget Summary 11-19 Storm Cleanup Fund (444)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	502	-	1,500	-	0.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	502	-	1,500	-	0.00%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	6,546	30,000	300	-	-100.00%
Total Current Expenditures	6,546	30,000	300	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	6,546	30,000	300	-	-100.00%
Excess of Revenues Over (Under) Expenditures	(6,044)	(30,000)	1,200	-	-100.00%
Other Financing Sources (Uses)					
Transfers In	64,000	30,000	-	-	0.00%
Transfers Out	-	-	(131,816)	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	64,000	30,000	(131,816)	-	0.00%
Net Change in Fund Balance	57,956	-	(130,616)	-	
Fund Balances:					
Beginning of Year	72,660	130,616	130,616	-	
End of Year	\$ 130,616	\$ 130,616	\$ -	\$ -	



2017 Budget Summary

Tax Increment Financing District 1-12 Fund (448)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	200,000	480,000	800,000	300.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	(439)	-	-	4,000	N/A
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	(439)	200,000	480,000	804,000	302.00%
Expenditures:					
Current					
Environment & Econ Dev	405	6,000	25,000	5,000	-16.67%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Current Expenditures	405	6,000	25,000	5,000	-16.67%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	160,000	-	160,000	0.00%
Total Debt Service	-	160,000	-	160,000	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	405	166,000	25,000	165,000	-0.60%
Excess of Revenues Over (Under) Expenditures	(844)	34,000	455,000	639,000	1779.41%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	(54,377)	N/A
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	(54,377)	N/A
Net Change in Fund Balance	(844)	34,000	455,000	584,623	
Fund Balances:					
Beginning of Year	(61,501)	(62,345)	(62,345)	392,655	
End of Year	\$ (62,345)	\$ (28,345)	\$ 392,655	\$ 977,278	



2017 Budget Summary

Tax Increment Financing District 1-13 Fund (449)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	46	30	50	50	66.67%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	46	30	50	50	66.67%
Expenditures:					
Current					
Environment & Econ Dev	3,350	-	550	500	N/A
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	-	2,000	-	0.00%
Total Current Expenditures	3,350	-	2,550	500	N/A
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	3,350	-	2,550	500	N/A
Excess of Revenues Over (Under) Expenditures	(3,304)	30	(2,500)	(450)	-1600.00%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	-	-	-	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	-	-	-	0.00%
Net Change in Fund Balance	(3,304)	30	(2,500)	(450)	
Fund Balances:					
Beginning of Year	6,757	3,453	3,453	953	
End of Year	\$ 3,453	\$ 3,483	\$ 953	\$ 503	



2017 Budget Summary Wicklanders Pond Dredging Fund (450)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	260	-	500	-	0.00%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	260	-	500	-	0.00%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	145	100,000	200	-	-100.00%
Total Current Expenditures	145	100,000	200	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	145	100,000	200	-	-100.00%
Excess of Revenues Over (Under) Expenditures	115	(100,000)	300	-	-100.00%
Other Financing Sources (Uses)					
Transfers In	-	100,000	-	-	-100.00%
Transfers Out	-	-	(36,848)	-	0.00%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	-	100,000	(36,848)	-	0.00%
Net Change in Fund Balance	115	-	(36,548)	-	
Fund Balances:					
Beginning of Year	36,433	36,548	36,548	-	



2017 Budget Summary Street Revitalization Fund (499)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	93,635	467,260	470,000	487,000	4.22%
Special Assessments	-	-	-	-	0.00%
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	-	-	-	-	0.00%
Charges for Service	-	-	-	-	0.00%
Interest	-	570	1,000	1,000	75.44%
Miscellaneous Revenue	-	-	-	-	0.00%
Total Revenues	93,635	467,830	471,000	488,000	4.31%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	-	30	100	-	0.00%
Total Current Expenditures	-	30	100	-	-100.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	-	-	-	-	0.00%
Total Debt Service	-	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	-	-	-	-	0.00%
Total Capital Outlay	-	-	-	-	0.00%
Total Expenditures	-	30	100	-	-100.00%
Excess of Revenues Over (Under) Expenditures	93,635	467,800	470,900	488,000	4.32%
Other Financing Sources (Uses)					
Transfers In	-	-	-	-	0.00%
Transfers Out	(60,000)	(524,370)	(500,000)	(492,378)	-6.10%
Issuance of Debt	-	-	-	-	0.00%
Premium on Debt	-	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	(60,000)	(524,370)	(500,000)	(492,378)	-6.10%
Net Change in Fund Balance	33,635	(56,570)	(29,100)	(4,378)	
Fund Balances:					
Beginning of Year	-	33,635	33,635	4,535	
End of Year	\$ 33,635	\$ (22,935)	\$ 4,535	\$ 157	



2017 Budget Summary Public Improvement Projects Fund (500's)

	Actual 2015	Original Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Revenues:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	0.00%
Tax Increments	-	-	-	-	0.00%
Other Taxes	-	-	-	-	0.00%
Special Assessments	5,516	-	250,000	250,000	N/A
Licenses & Permits	-	-	-	-	0.00%
Intergovernmental	2,366,448	902,670	2,000,000	458,000	-49.26%
Charges for Service	-	-	-	-	0.00%
Interest	(36,777)	-	(50,000)	-	0.00%
Miscellaneous Revenue	219,400	-	100,000	100,000	N/A
Total Revenues	2,554,587	902,670	2,300,000	808,000	-10.49%
Expenditures:					
Current					
Environment & Econ Dev	-	-	-	-	0.00%
Executive	-	-	-	-	0.00%
Finance	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Parks & Recreation	-	-	-	-	0.00%
Public Works	2,985	-	3,000	-	0.00%
Total Current Expenditures	2,985	-	3,000	-	0.00%
Debt Service					
TIF Developer Payments	-	-	-	-	0.00%
Interest and Other Charges	23,753	-	-	-	0.00%
Total Debt Service	23,753	-	-	-	0.00%
Capital Outlay					
Citizen Services	-	-	-	-	0.00%
Economic Development	-	-	-	-	0.00%
Fire	-	-	-	-	0.00%
Parks and Recreation	-	-	-	-	0.00%
Police	-	-	-	-	0.00%
Public Works	5,669,764	-	1,500,000	5,115,000	N/A
Total Capital Outlay	5,669,764	-	1,500,000	5,115,000	0.00%
Total Expenditures	5,696,502	-	1,503,000	5,115,000	N/A
Excess of Revenues Over (Under) Expenditures	(3,141,915)	902,670	797,000	(4,307,000)	-577.14%
Other Financing Sources (Uses)					
Transfers In	3,163,529	1,347,600	2,255,040	1,617,978	20.06%
Transfers Out	(331,408)	-	-	(833,000)	N/A
Issuance of Debt	803,136	-	-	3,289,022	N/A
Premium on Debt	13,421	-	-	-	0.00%
Sale of Capital Assets	-	-	-	-	0.00%
Total Other Financing Sources (Uses)	3,648,678	1,347,600	2,255,040	4,074,000	202.32%
Net Change in Fund Balance	506,763	2,250,270	3,052,040	(233,000)	
Fund Balances:					
Beginning of Year	(7,893,020)	(7,386,257)	(7,386,257)	(4,334,217)	
End of Year	\$ (7,386,257)	\$ (5,135,987)	\$ (4,334,217)	\$ (4,567,217)	



City of Maplewood

2017 Budget Summary

Total Enterprise Funds

Date of Adoption: December 12, 2016

Enterprise Funds

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ 12,226,884	\$ 12,194,270	\$ 12,475,000	\$ 10,600,000	-13.1%
Commodity Sales	64,678	78,250	78,000	-	-100.0%
Rental Revenues	151,866	197,100	197,000	-	-100.0%
Franchise Taxes	477,280	477,260	480,000	478,000	0.2%
Miscellaneous Revenue	91,545	6,800	27,000	14,000	105.9%
Total Operating Revenues	<u>13,012,253</u>	<u>12,953,680</u>	<u>13,257,000</u>	<u>11,092,000</u>	<u>-14.4%</u>
Operating Expenses:					
Wages and Benefits	4,486,547	4,279,800	4,257,600	3,341,650	-21.9%
Materials and Supplies	389,766	377,290	375,500	212,450	-43.7%
Professional Services	5,584,842	5,883,930	5,948,920	5,615,420	-4.6%
Depreciation	1,290,315	1,297,550	1,297,690	1,039,860	-19.9%
Administrative Charges	784,052	812,970	812,970	593,720	-27.0%
Total Operating Expenses	<u>12,535,522</u>	<u>12,651,540</u>	<u>12,692,680</u>	<u>10,803,100</u>	<u>-14.6%</u>
Operating Income (Loss)	<u>476,731</u>	<u>302,140</u>	<u>564,320</u>	<u>288,900</u>	<u>-4.4%</u>
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	287,307	211,620	219,770	210,000	-0.8%
Investment Income	22,836	20,510	43,200	48,000	134.0%
Property Taxes	824,147	798,660	810,000	800,000	0.2%
Other Nonoperating Expense	(19,578)	(21,680)	(13,800)	-	-100.0%
Gain (Loss) on Sale of Assets	1,524	-	1,200	-	0.0%
Total Nonoperating Revenue (Expense)	<u>1,116,236</u>	<u>1,009,110</u>	<u>1,060,370</u>	<u>1,058,000</u>	<u>4.8%</u>
Income (Loss) Before Operating Transfers	<u>1,592,967</u>	<u>1,311,250</u>	<u>1,624,690</u>	<u>1,346,900</u>	<u>2.7%</u>
Capital Contributions	1,030,343	-	-	-	0.0%
Operating Transfers In	136,189	-	-	-	0.0%
Operating Transfers Out	<u>(2,349,050)</u>	<u>(1,251,150)</u>	<u>(2,071,726)</u>	<u>(2,002,180)</u>	<u>60.0%</u>
Change in Net Position	410,449	60,100	(447,036)	(655,280)	-1190.3%
Net Position					
Beginning of Year	<u>49,109,831</u>	<u>49,520,280</u>	<u>49,520,280</u>	<u>49,073,244</u>	
End of Year	<u>\$ 49,520,280</u>	<u>\$ 49,580,380</u>	<u>\$ 49,073,244</u>	<u>\$ 48,417,964</u>	



City of Maplewood

2017 Budget Summary

Ambulance Fund

Date of Adoption: December 12, 2016
Responsible Department: Public Safety

Ambulance Fund (606)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ 2,571,026	\$ 2,359,250	\$ 2,550,000	\$ 2,500,000	6.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Franchise Taxes	-	-	-	-	0.0%
Miscellaneous Revenue	1,799	-	-	-	0.0%
Total Operating Revenues	2,572,825	2,359,250	2,550,000	2,500,000	6.0%
Operating Expenses:					
Wages and Benefits	1,765,117	1,741,810	1,720,000	1,789,040	2.7%
Materials and Supplies	127,294	127,500	127,500	145,500	14.1%
Professional Services	397,057	425,320	400,000	509,530	19.8%
Depreciation	66,070	73,170	73,000	73,170	0.0%
Administrative Charges	214,090	223,750	223,750	-	-100.0%
Total Operating Expenses	2,569,628	2,591,550	2,544,250	2,517,240	-2.9%
Operating Income (Loss)	3,197	(232,300)	5,750	(17,240)	-92.6%
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	139,477	131,850	140,000	130,000	-1.4%
Investment Income	(9,695)	(8,140)	(10,000)	-	-100.0%
Property Taxes	330,039	305,660	310,000	300,000	-1.9%
Other Nonoperating Expense	-	-	-	-	0.0%
Gain (Loss) on Sale of Assets	(3,846)	-	(200)	-	0.0%
Total Nonoperating Revenue (Expense)	455,975	429,370	439,800	430,000	0.1%
Income (Loss) Before Operating Transfers	459,172	197,070	445,550	412,760	109.4%
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	-	-	-	-	0.0%
Change in Net Position	459,172	197,070	445,550	412,760	109.4%
Net Position:					
Beginning of Year	50,752	509,924	509,924	955,474	
End of Year	\$ 509,924	\$ 706,994	\$ 955,474	\$ 1,368,234	



City of Maplewood

2017 Budget Summary

Community Center Fund

Date of Adoption: December 12, 2016
Responsible Department: Parks and Recreation

Community Center Fund (602)

	Actual 2015	Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Operating Revenues:					
User Charges	\$ 1,555,995	\$ 1,766,500	\$ 1,765,000	\$ -	-100.0%
Commodity Sales	64,678	78,250	78,000	-	-100.0%
Rental Revenues	151,866	197,100	197,000	-	-100.0%
Franchise Taxes	-	-	-	-	0.0%
Miscellaneous Revenue	72,303	2,500	2,000	-	-100.0%
Total Operating Revenues	1,844,842	2,044,350	2,042,000	-	-100.0%
Operating Expenses:					
Wages and Benefits	1,274,566	1,088,230	1,088,000	-	-100.0%
Materials and Supplies	202,710	187,630	200,000	-	-100.0%
Professional Services	877,610	1,033,970	1,000,000	500,000	-51.6%
Depreciation	257,613	257,690	258,000	-	-100.0%
Administrative Charges	-	-	-	-	0.0%
Total Operating Expenses	2,612,499	2,567,520	2,546,000	500,000	-80.5%
Operating Income (Loss)	(767,657)	(523,170)	(504,000)	(500,000)	-4.4%
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	-	-	-	-	0.0%
Investment Income	(2,346)	(510)	(2,000)	-	-100.0%
Property Taxes	494,108	493,000	500,000	500,000	1.4%
Other Nonoperating Expense	-	-	-	-	0.0%
Gain (Loss) on Sale of Assets	(77)	-	1,200	-	0.0%
Total Nonoperating Revenue (Expense)	491,685	492,490	499,200	500,000	1.5%
Income (Loss) Before Operating Transfers	(275,972)	(30,680)	(4,800)	-	-100.0%
Capital Contributions	1,030,343	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	-	-	-	-	0.0%
Change in Net Position	754,371	(30,680)	(4,800)	-	-100.0%
Net Position					
Beginning of Year	6,706,451	7,460,822	7,460,822	7,456,022	
End of Year	\$ 7,460,822	\$ 7,430,142	\$ 7,456,022	\$ 7,456,022	



City of Maplewood

2017 Budget Summary

Environmental Utility Fund

Date of Adoption: December 12, 2016
Responsible Department: Public Works

Environmental Utility Fund (604)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ 2,521,535	\$ 2,562,070	\$ 2,560,000	\$ 2,500,000	-2.4%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Franchise Taxes	-	-	-	-	0.0%
Miscellaneous Revenue	62	-	-	-	0.0%
Total Operating Revenues	2,521,597	2,562,070	2,560,000	2,500,000	-2.4%
Operating Expenses:					
Wages and Benefits	836,248	817,000	817,000	867,760	6.2%
Materials and Supplies	39,556	24,800	24,800	34,350	38.5%
Professional Services	391,199	351,920	351,920	358,500	1.9%
Depreciation	573,523	573,520	573,520	573,520	0.0%
Administrative Charges	162,310	162,310	162,310	165,650	2.1%
Total Operating Expenses	2,002,836	1,929,550	1,929,550	1,999,780	3.6%
Operating Income (Loss)	518,761	632,520	630,450	500,220	-20.9%
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	39,250	-	-	-	0.0%
Investment Income	5,441	500	9,000	5,000	900.0%
Property Taxes	-	-	-	-	0.0%
Other Nonoperating Expense	(3,054)	(300)	(300)	-	0.0%
Gain (Loss) on Sale of Assets	14,134	-	200	-	0.0%
Total Nonoperating Revenue (Expense)	55,771	200	8,900	5,000	2400.0%
Income (Loss) Before Operating Transfers	574,532	632,720	639,350	505,220	-20.2%
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	136,189	-	-	-	0.0%
Operating Transfers Out	<u>(1,366,500)</u>	<u>(792,020)</u>	<u>(792,020)</u>	<u>(1,113,340)</u>	<u>40.6%</u>
Change in Net Position	(655,779)	(159,300)	(152,670)	(608,120)	281.7%
Net Position					
Beginning of Year	<u>25,395,044</u>	<u>24,739,265</u>	<u>24,739,265</u>	<u>24,586,595</u>	
End of Year	<u>\$ 24,739,265</u>	<u>\$ 24,579,965</u>	<u>\$ 24,586,595</u>	<u>\$ 23,978,475</u>	



City of Maplewood

2017 Budget Summary

Recycling Fund

Date of Adoption: December 12, 2016

Responsible Department: EEDD

Recycling Fund (605)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ 566,002	\$ 606,450	\$ 600,000	\$ 600,000	-1.1%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Franchise Taxes	-	-	-	-	0.0%
Miscellaneous Revenue	-	-	-	-	0.0%
Total Operating Revenues	566,002	606,450	600,000	600,000	-1.1%
Operating Expenses:					
Wages and Benefits	56,765	70,640	70,600	73,790	4.5%
Materials and Supplies	8,274	1,500	3,000	1,500	0.0%
Professional Services	536,446	569,380	569,000	571,860	0.4%
Depreciation	-	-	-	-	0.0%
Administrative Charges	49,580	52,500	52,500	54,130	3.1%
Total Operating Expenses	651,065	694,020	695,100	701,280	1.0%
Operating Income (Loss)	(85,063)	(87,570)	(95,100)	(101,280)	15.7%
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	108,580	79,770	79,770	80,000	0.3%
Investment Income	2,070	2,560	4,000	3,000	17.2%
Property Taxes	-	-	-	-	
Other Nonoperating Expense	(1,162)	(1,540)	(1,500)	-	0.0%
Gain (Loss) on Sale of Assets	-	-	-	-	0.0%
Total Nonoperating Revenue (Expense)	109,488	80,790	82,270	83,000	2.7%
Income (Loss) Before Operating Transfers	24,425	(6,780)	(12,830)	(18,280)	169.6%
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	-	-	-	(54,000)	0.0%
Change in Net Position	24,425	(6,780)	(12,830)	(72,280)	966.1%
Net Position					
Beginning of Year	<u>339,584</u>	<u>364,009</u>	<u>364,009</u>	<u>351,179</u>	
End of Year	<u>\$ 364,009</u>	<u>\$ 357,229</u>	<u>\$ 351,179</u>	<u>\$ 278,899</u>	



City of Maplewood

2017 Budget Summary

Sanitary Sewer Fund

Date of Adoption: December 12, 2016
Responsible Department: Public Works

Sanitary Sewer Fund (601)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ 5,012,326	\$ 4,900,000	\$ 5,000,000	\$ 5,000,000	2.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Franchise Taxes	-	-	-	-	0.0%
Miscellaneous Revenue	17,381	4,300	25,000	14,000	225.6%
Total Operating Revenues	<u>5,029,707</u>	<u>4,904,300</u>	<u>5,025,000</u>	<u>5,014,000</u>	<u>2.2%</u>
Operating Expenses:					
Wages and Benefits	553,851	562,120	562,000	611,060	8.7%
Materials and Supplies	11,932	20,860	20,000	16,100	-22.8%
Professional Services	3,195,951	3,298,740	3,298,000	3,469,850	5.2%
Depreciation	393,109	393,170	393,170	393,170	0.0%
Administrative Charges	339,170	355,510	355,510	373,940	5.2%
Total Operating Expenses	<u>4,494,013</u>	<u>4,630,400</u>	<u>4,628,680</u>	<u>4,864,120</u>	<u>5.0%</u>
Operating Income (Loss)	<u>535,694</u>	<u>273,900</u>	<u>396,320</u>	<u>149,880</u>	<u>-45.3%</u>
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	-	-	-	-	0.0%
Investment Income	26,549	29,740	45,000	40,000	34.5%
Property Taxes	-	-	-	-	0.0%
Other Nonoperating Expense	(14,904)	(19,840)	(12,000)	-	-100.0%
Gain (Loss) on Sale of Assets	(8,687)	-	-	-	0.0%
Total Nonoperating Revenue (Expense)	<u>2,958</u>	<u>9,900</u>	<u>33,000</u>	<u>40,000</u>	<u>304.0%</u>
Income (Loss) Before Operating Transfers	<u>538,652</u>	<u>283,800</u>	<u>429,320</u>	<u>189,880</u>	<u>-33.1%</u>
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	<u>(382,400)</u>	<u>(459,130)</u>	<u>(459,130)</u>	<u>(834,840)</u>	<u>81.8%</u>
Change in Net Position	<u>156,252</u>	<u>(175,330)</u>	<u>(29,810)</u>	<u>(644,960)</u>	<u>267.9%</u>
Net Position					
Beginning of Year	<u>16,496,101</u>	<u>16,652,353</u>	<u>16,652,353</u>	<u>16,622,543</u>	
End of Year	<u>\$ 16,652,353</u>	<u>\$ 16,477,023</u>	<u>\$ 16,622,543</u>	<u>\$ 15,977,583</u>	



City of Maplewood

2017 Budget Summary

Street Light Fund

Date of Adoption: December 12, 2016
Responsible Department: Public Works

Street Light Utility Fund (607)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ -	\$ -	\$ -	\$ -	0.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Franchise Taxes	477,280	477,260	480,000	478,000	0.2%
Miscellaneous Revenue	-	-	-	-	0.0%
Total Operating Revenues	477,280	477,260	480,000	478,000	0.2%
Operating Expenses:					
Wages and Benefits	-	-	-	-	0.0%
Materials and Supplies	-	15,000	200	15,000	0.0%
Professional Services	186,579	204,600	330,000	205,680	0.5%
Depreciation	-	-	-	-	0.0%
Administrative Charges	18,902	18,900	18,900	-	-100.0%
Total Operating Expenses	205,481	238,500	349,100	220,680	-7.5%
Operating Income (Loss)	271,799	238,760	130,900	257,320	7.8%
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	-	-	-	-	0.0%
Investment Income	817	(3,640)	(2,800)	-	-100.0%
Property Taxes	-	-	-	-	0.0%
Other Nonoperating Expense	(458)	-	-	-	0.0%
Gain (Loss) on Sale of Assets	-	-	-	-	0.0%
Total Nonoperating Revenue (Expense)	359	(3,640)	(2,800)	-	-100.0%
Income (Loss) Before Operating Transfers	272,158	235,120	128,100	257,320	9.4%
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	(600,150)	-	(820,576)	-	0.0%
Change in Net Position	(327,992)	235,120	(692,476)	257,320	9.4%
Net Position					
Beginning of Year	121,899	(206,093)	(206,093)	(898,569)	
End of Year	\$ (206,093)	\$ 29,027	\$ (898,569)	\$ (641,249)	



City of Maplewood

2017 Budget Summary

Total Internal Service Funds

Date of Adoption: December 12, 2016

Responsible Department: Finance

Internal Service Funds

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ -	\$ -	\$ -	\$ -	0.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Miscellaneous Revenue	8,434,641	1,802,660	8,836,680	1,693,200	-6.1%
Total Operating Revenues	<u>8,434,641</u>	<u>1,802,660</u>	<u>8,836,680</u>	<u>1,693,200</u>	<u>-6.1%</u>
Operating Expenses:					
Wages and Benefits	7,778,122	671,160	7,780,000	686,080	2.2%
Materials and Supplies	248,067	316,300	270,000	295,650	-6.5%
Professional Services	362,639	434,610	434,000	410,150	-5.6%
Depreciation	292,419	292,630	242,600	304,320	4.0%
Total Operating Expenses	<u>8,681,247</u>	<u>1,714,700</u>	<u>8,726,600</u>	<u>1,696,200</u>	<u>-1.1%</u>
Operating Income (Loss)	<u>(246,606)</u>	<u>87,960</u>	<u>110,080</u>	<u>(3,000)</u>	<u>-103.4%</u>
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	32,410	-	159,000	-	0.0%
Investment Income	15,583	1,210	17,100	3,000	147.9%
Other Nonoperating Expense	(8,856)	(730)	(8,450)	-	-100.0%
Gain (Loss) on Sale of Assets	39,430	-	40,200	-	0.0%
Total Nonoperating Revenue (Expense)	<u>78,567</u>	<u>480</u>	<u>207,850</u>	<u>3,000</u>	<u>525.0%</u>
Income (Loss) Before Operating Transfers	<u>(168,039)</u>	<u>88,440</u>	<u>317,930</u>	<u>-</u>	<u>-100.0%</u>
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Change in Net Position	<u>(168,039)</u>	<u>88,440</u>	<u>317,930</u>	<u>-</u>	<u>-100.0%</u>
Net Position					
Beginning of Year	<u>3,210,051</u>	<u>3,042,012</u>	<u>3,042,012</u>	<u>3,359,942</u>	
End of Year	<u>\$ 3,042,012</u>	<u>\$ 3,130,452</u>	<u>\$ 3,359,942</u>	<u>\$ 3,359,942</u>	



City of Maplewood

2017 Budget Summary

Fleet Management Internal Service Fund

Date of Adoption: December 12, 2016
Responsible Department: Public Works

Fleet Management Fund (702)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ -	\$ -	\$ -	\$ -	0.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Miscellaneous Revenue	722,124	998,980	998,000	929,950	0.0%
Total Operating Revenues	<u>722,124</u>	<u>998,980</u>	<u>998,000</u>	<u>929,950</u>	<u>-6.9%</u>
Operating Expenses:					
Wages and Benefits	291,165	295,630	295,000	308,200	0.0%
Materials and Supplies	132,505	216,500	125,000	200,000	-7.6%
Professional Services	119,312	146,200	145,000	151,990	4.0%
Depreciation	269,554	269,760	216,682	269,760	0.0%
Total Operating Expenses	<u>812,536</u>	<u>928,090</u>	<u>781,682</u>	<u>929,950</u>	<u>0.2%</u>
Operating Income (Loss)	<u>(90,412)</u>	<u>70,890</u>	<u>216,318</u>	<u>-</u>	<u>-100.0%</u>
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	-	-	-	-	0.0%
Investment Income	(128)	230	2,000	-	-100.0%
Other Nonoperating Expense	-	(140)	(300)	-	0.0%
Gain (Loss) on Sale of Assets	39,430	-	40,000	-	0.0%
Total Nonoperating Revenue (Expense)	<u>39,302</u>	<u>90</u>	<u>41,700</u>	<u>-</u>	<u>-100.0%</u>
Income (Loss) Before Operating Transfers	<u>(51,110)</u>	<u>70,980</u>	<u>258,018</u>	<u>-</u>	<u>-100.0%</u>
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Change in Net Position	<u>(51,110)</u>	<u>70,980</u>	<u>258,018</u>	<u>-</u>	<u>-100.0%</u>
Net Position					
Beginning of Year	<u>2,229,568</u>	<u>2,178,458</u>	<u>2,178,458</u>	<u>2,436,476</u>	
End of Year	<u>\$ 2,178,458</u>	<u>\$ 2,249,438</u>	<u>\$ 2,436,476</u>	<u>\$ 2,436,476</u>	



City of Maplewood

2017 Budget Summary

IT Internal Service Fund

Date of Adoption: December 12, 2016
Responsible Department: Information Technology

Information Technology Fund (703)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ -	\$ -	\$ -	\$ -	0.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Miscellaneous Revenue	773,680	803,680	803,680	763,250	-5.0%
Total Operating Revenues	<u>773,680</u>	<u>803,680</u>	<u>803,680</u>	<u>763,250</u>	<u>-5.0%</u>
Operating Expenses:					
Wages and Benefits	370,687	375,530	375,000	377,880	0.6%
Materials and Supplies	114,768	99,800	145,000	95,650	-4.2%
Professional Services	240,977	288,410	289,000	258,160	-10.5%
Depreciation	22,865	22,870	25,918	34,560	51.1%
Total Operating Expenses	<u>749,297</u>	<u>786,610</u>	<u>834,918</u>	<u>766,250</u>	<u>-2.6%</u>
Operating Income (Loss)	<u>24,383</u>	<u>17,070</u>	<u>(31,238)</u>	<u>(3,000)</u>	<u>-117.6%</u>
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	-	-	129,000	-	0.0%
Investment Income	733	980	-	3,000	206.1%
Other Nonoperating Expense	(447)	(590)	(100)	-	-100.0%
Gain (Loss) on Sale of Assets	-	-	200	-	0.0%
Total Nonoperating Revenue (Expense)	<u>286</u>	<u>390</u>	<u>129,100</u>	<u>3,000</u>	<u>669.2%</u>
Income (Loss) Before Operating Transfers	<u>24,669</u>	<u>17,460</u>	<u>97,862</u>	<u>-</u>	<u>-100.0%</u>
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Change in Net Position	<u>24,669</u>	<u>17,460</u>	<u>97,862</u>	<u>-</u>	<u>-100.0%</u>
Net Position					
Beginning of Year	<u>271,351</u>	<u>296,020</u>	<u>296,020</u>	<u>393,882</u>	
End of Year	<u>\$ 296,020</u>	<u>\$ 313,480</u>	<u>\$ 393,882</u>	<u>\$ 393,882</u>	



City of Maplewood

2017 Budget Summary

Employee Benefits Internal Service Fund

Date of Adoption: December 12, 2016

Responsible Department: Finance

Employee Benefits Fund (701)

	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Estimated 2016</u>	<u>Budget 2017</u>	<u>Budget % Incr/(Decr)</u>
Operating Revenues:					
User Charges	\$ -	\$ -	\$ -	\$ -	0.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Miscellaneous Revenue	6,804,289	-	6,900,000	-	N/A
Total Operating Revenues	<u>6,804,289</u>	<u>-</u>	<u>6,900,000</u>	<u>-</u>	<u>N/A</u>
Operating Expenses:					
Wages and Benefits	7,016,899	-	7,010,000	-	N/A
Materials and Supplies	794	-	-	-	0.0%
Professional Services	2,350	-	-	-	0.0%
Depreciation	-	-	-	-	0.0%
Total Operating Expenses	<u>7,020,043</u>	<u>-</u>	<u>7,010,000</u>	<u>-</u>	<u>N/A</u>
Operating Income (Loss)	<u>(215,754)</u>	<u>-</u>	<u>(110,000)</u>	<u>-</u>	<u>N/A</u>
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	32,410	-	30,000	-	N/A
Investment Income	14,896	-	15,000	-	N/A
Other Nonoperating Expense	(8,363)	-	(8,000)	-	N/A
Gain (Loss) on Sale of Assets	-	-	-	-	N/A
Total Nonoperating Revenue (Expense)	<u>38,943</u>	<u>-</u>	<u>37,000</u>	<u>-</u>	<u>N/A</u>
Income (Loss) Before Operating Transfers	<u>(176,811)</u>	<u>-</u>	<u>(73,000)</u>	<u>-</u>	<u>N/A</u>
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Change in Net Position	<u>(176,811)</u>	<u>-</u>	<u>(73,000)</u>	<u>-</u>	<u>N/A</u>
Net Position					
Beginning of Year	<u>709,132</u>	<u>532,321</u>	<u>532,321</u>	<u>459,321</u>	
End of Year	<u>\$ 532,321</u>	<u>\$ 532,321</u>	<u>\$ 459,321</u>	<u>\$ 459,321</u>	



City of Maplewood

2017 Budget Summary

Dental Insurance Internal Service Fund

Date of Adoption: December 12, 2016

Responsible Department: Finance

Dental Insurance Fund (704)

	Actual 2015	Budget 2016	Estimated 2016	Budget 2017	Budget % Incr/(Decr)
Operating Revenues:					
User Charges	\$ -	\$ -	\$ -	\$ -	0.0%
Commodity Sales	-	-	-	-	0.0%
Rental Revenues	-	-	-	-	0.0%
Miscellaneous Revenue	134,548	-	135,000	-	N/A
Total Operating Revenues	134,548	-	135,000	-	N/A
Operating Expenses:					
Wages and Benefits	99,371	-	100,000	-	N/A
Materials and Supplies	-	-	-	-	N/A
Professional Services	-	-	-	-	N/A
Depreciation	-	-	-	-	N/A
Total Operating Expenses	99,371	-	100,000	-	N/A
Operating Income (Loss)	35,177	-	35,000	-	N/A
Nonoperating Revenues (Expenses)					
Intergovernmental Grants	-	-	-	-	0.0%
Investment Income	82	-	100	-	N/A
Other Nonoperating Expense	(46)	-	(50)	-	N/A
Gain (Loss) on Sale of Assets	-	-	-	-	0.0%
Total Nonoperating Revenue (Expense)	36	-	50	-	N/A
Income (Loss) Before Operating Transfers	35,213	-	35,050	-	N/A
Capital Contributions	-	-	-	-	0.0%
Operating Transfers In	-	-	-	-	0.0%
Operating Transfers Out	-	-	-	-	0.0%
Change in Net Position	35,213	-	35,050	-	N/A
Net Position					
Beginning of Year	-	35,213	35,213	70,263	
End of Year	\$ 35,213	\$ 35,213	\$ 70,263	\$ 70,263	

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Maplewood

SECTION IV

LONG-TERM FINANCIAL PROJECTIONS



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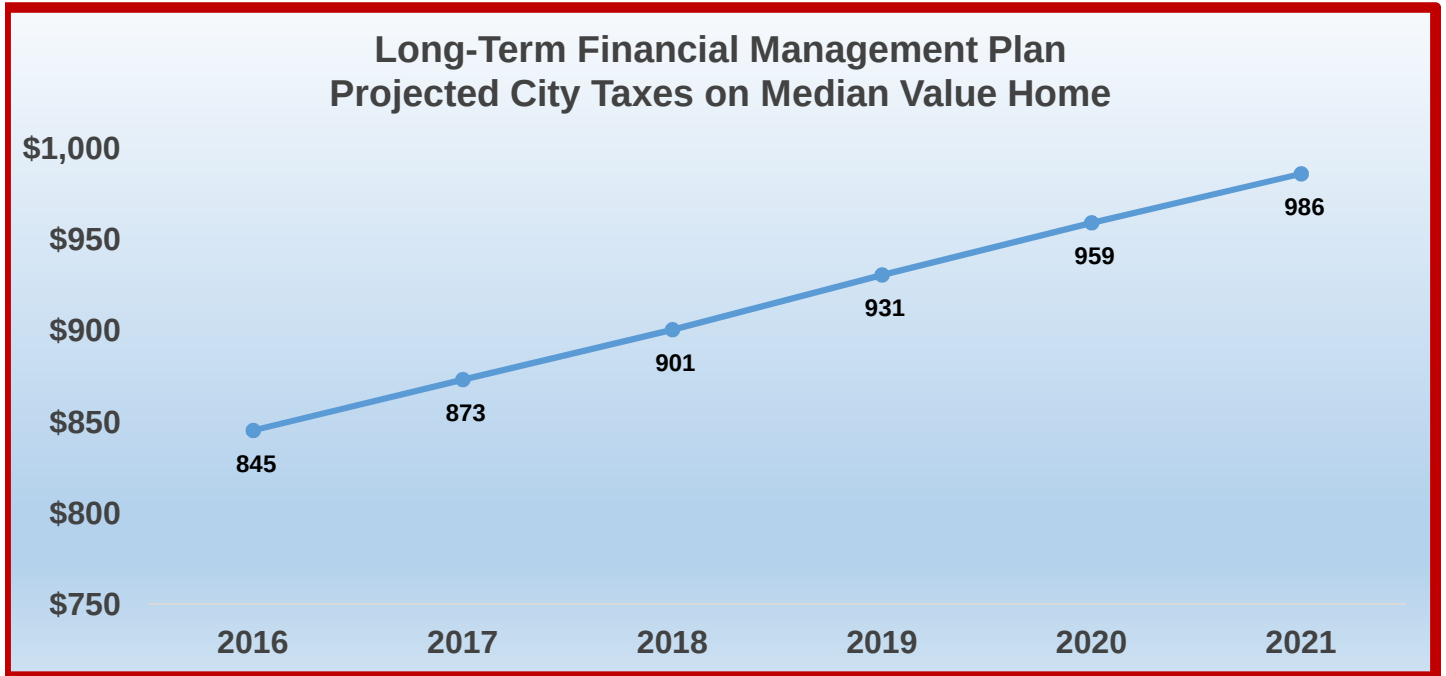
Maplewood

**CITY OF MAPLEWOOD
GENERAL FUND
FIVE YEAR FINANCIAL PROJECTIONS**

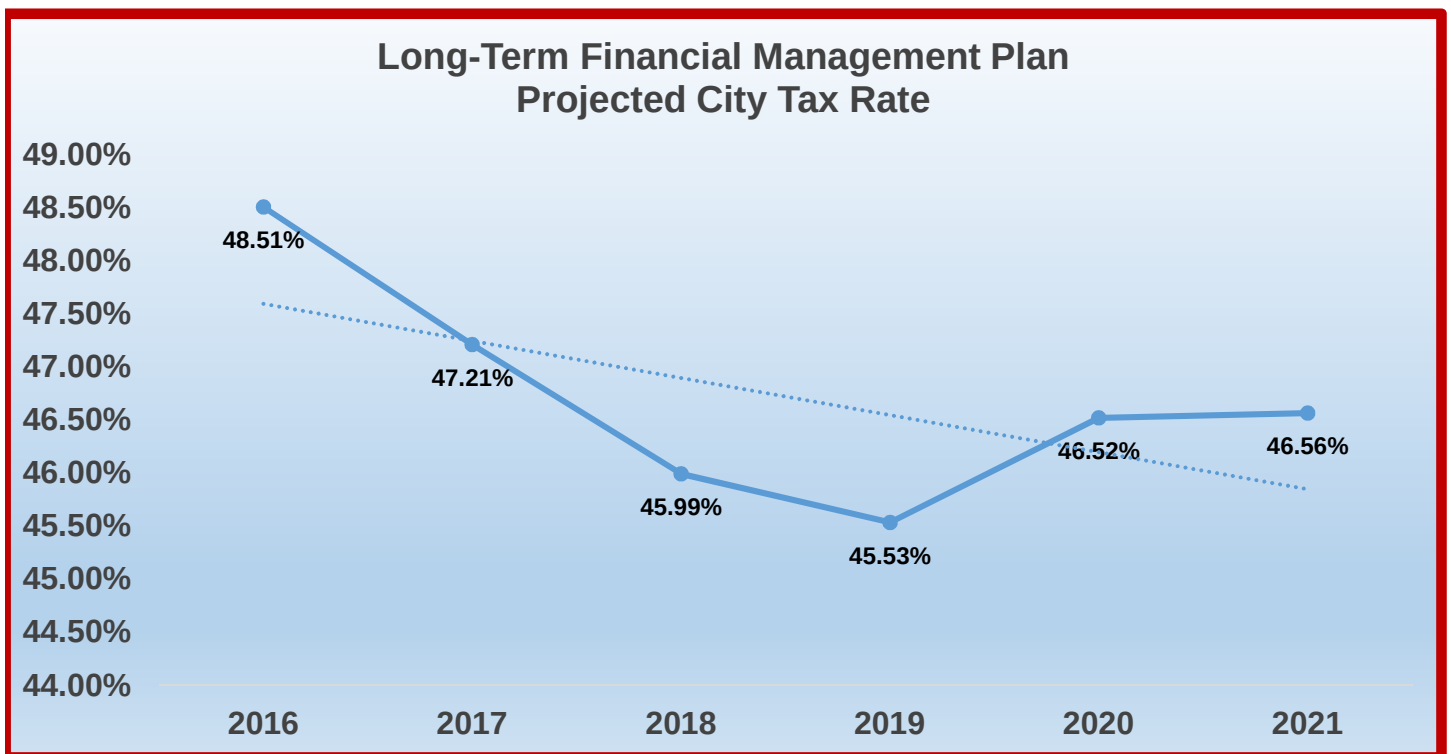
	2017 Budget	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Revenues					
Property Taxes	\$ 14,418,079	\$ 14,833,570	\$ 15,260,275	\$ 15,698,485	\$ 16,148,501
Assessments & Other Taxes	67,200	68,208	69,231	70,270	71,324
Licenses & Permits	1,238,600	1,257,179	1,276,037	1,295,177	1,314,605
Fines & Forfeits	225,000	228,375	231,801	235,278	238,807
Intergovernmental	946,500	960,698	975,108	989,735	1,004,581
Charges for Services	1,039,300	1,054,890	1,070,713	1,086,774	1,103,075
Interest Earnings	135,000	137,025	139,080	141,167	143,284
Miscellaneous	88,800	90,132	91,484	92,856	94,249
Total Revenues	18,158,479	18,630,076	19,113,728	19,609,740	20,118,425
Expenditures					
Administration	1,169,180	1,198,410	1,228,370	1,259,079	1,290,556
Citizen Services	1,277,239	1,309,170	1,341,899	1,375,447	1,409,833
Economic Development	1,178,460	1,207,922	1,238,120	1,269,073	1,300,799
Finance	679,000	695,975	713,374	731,209	749,489
Fire	2,040,900	2,091,923	2,144,221	2,197,826	2,252,772
Legislative	162,180	166,235	170,390	174,650	179,016
Parks	459,570	471,059	482,836	494,907	507,279
Police	9,079,580	9,306,570	9,539,234	9,777,715	10,022,157
Public Works	3,847,920	3,944,118	4,042,721	4,143,789	4,247,384
Total Expenditures	19,894,029	20,391,380	20,901,164	21,423,693	21,959,286
Excess (deficit) of revenues over expenditures	(1,735,550)	(1,761,303)	(1,787,436)	(1,813,953)	(1,840,861)
Other financing sources (uses):					
Sale of Capital Assets	25,000	25,000	25,000	25,000	25,000
Transfers In:	1,738,550	1,765,003	1,791,853	1,819,106	1,846,768
Transfers Out:	(28,000)	(28,700)	(29,418)	(30,153)	(30,907)
Total other financing sources (uses)	1,735,550	1,761,303	1,787,436	1,813,953	1,840,861
Change in fund balance	-	-	-	-	-
Fund balance January 1	7,939,535	7,939,535	7,939,535	7,939,535	7,939,535
Fund balance December 31	7,939,535	7,939,535	7,939,535	7,939,535	7,939,535
Fund balance % of expenditures	39.91%	38.94%	37.99%	37.06%	36.16%

**CITY OF MAPLEWOOD
GENERAL FUND
FIVE YEAR FINANCIAL PROJECTIONS**

Maplewood property taxes are projected to increase on average 3.2% per year in the five year period.



Anticipated growth in the tax base and modest levy increases will stabilize the tax rate over five years.



SECTION V

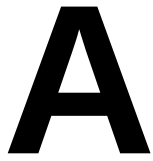
DEPARTMENT BUDGETS



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Maplewood



ADMINISTRATION DEPARTMENT

Melinda Coleman, City Manager
Mike Funk, Asst. City Manager/HR Director

melinda.coleman@maplewoodmn.gov 651-249-2055
 mike.funk@maplewoodmn.gov 651-249-2053



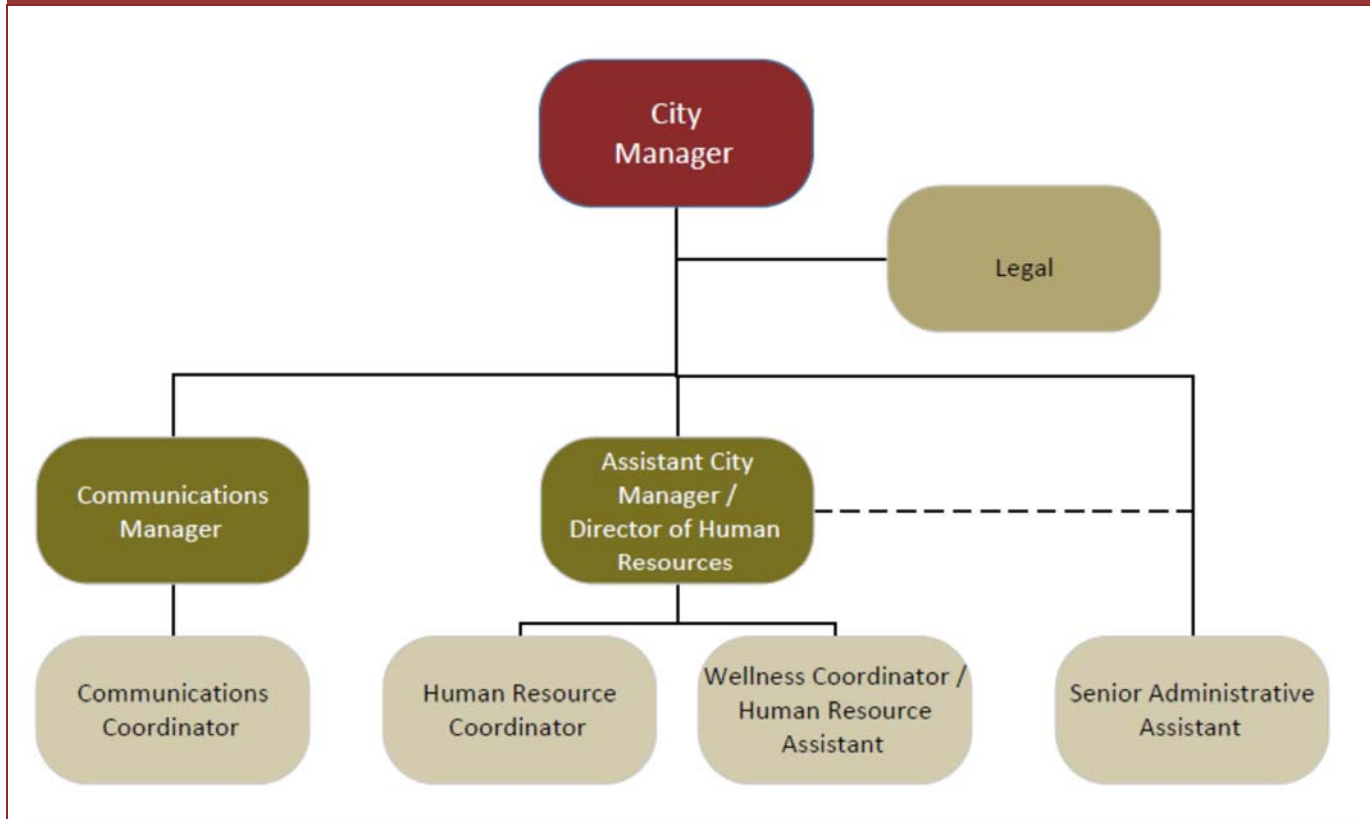
DEPARTMENT OVERVIEW

The Administration Department consists of the City Manager, Assistant City Manager, Human Resources, Communications, and General Legal Counsel. They provide professional leadership and support to the City Council and all departments through the development, implementation and administration of city policies. The department hires department directors, evaluates employee performance, sets general personnel policies, supervises the annual budget process, and advises the Mayor and Council on the City's administrative and financial needs. Additional responsibilities include preparing agenda materials and recommendations for council meetings, processing citizen inquiries and service requests, and addressing the city's wide range of legal needs.

SERVICE AREAS

- Human Resources Administration
- Implement and administer City policies
- Manage communications & social media
- Manage city's fiscal resources
- Legal Services
- Manage city workforce
- Citizen outreach and communication
- Provide executive leadership

DEPARTMENT ORGANIZATIONAL CHART



EXECUTIVE DEPARTMENT

MISSION STATEMENT

To provide leadership for the effective implementation of policy directions given by the Maplewood City Council to efficiently deliver public services to the people of Maplewood.

2017 DEPARTMENTAL GOALS

- Minimize the impact of property taxes on Maplewood home owners and businesses in the 2017 City Budget while balancing the need to reduce debt. Maintain AA+ bond rating and set up reserve funds to maintain assets.
- Explore options for alternative and sustainable revenues to reduce overall reliance on state finances and reduce/limit property tax increases. Make budget decisions that comport with the principles of sustainability.
- Continue to make Maplewood city government transparent and accessible; operate within an environment of efficiency and mutual respect. Welcome and encourage citizen involvement, and work with other cities to collaborate and consolidate city services. Expand communications of city activities to “tell the city story” through the use of City News, website, CATV and social media.
- Work to attract new private investment in Maplewood businesses to add new jobs and expand economic opportunity through policies that reduce property taxes and promote economic growth. Expand involvement of HEDC and EDA in redevelopment activities and marketing of vacant city-owned land.
- Continue to expand the delivery of public information to Maplewood citizens.
- Continue to recruit talented, qualified individuals as city employees.
- Further explore policies to control medical insurance costs and employee expenses, including continued expansion of employee wellness programs.

2017 STRATEGIC PLAN - ACTION STEPS

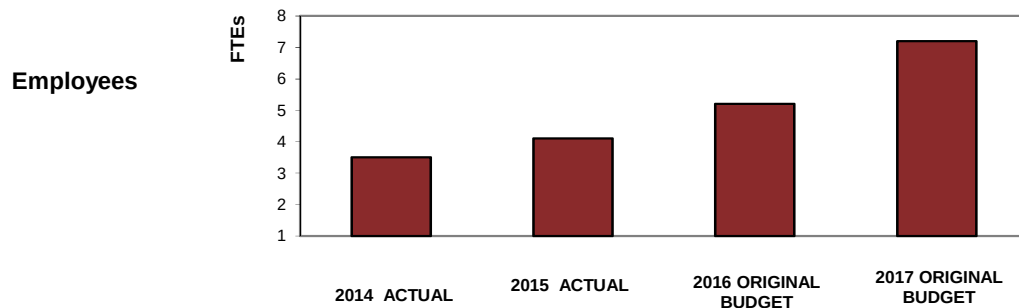
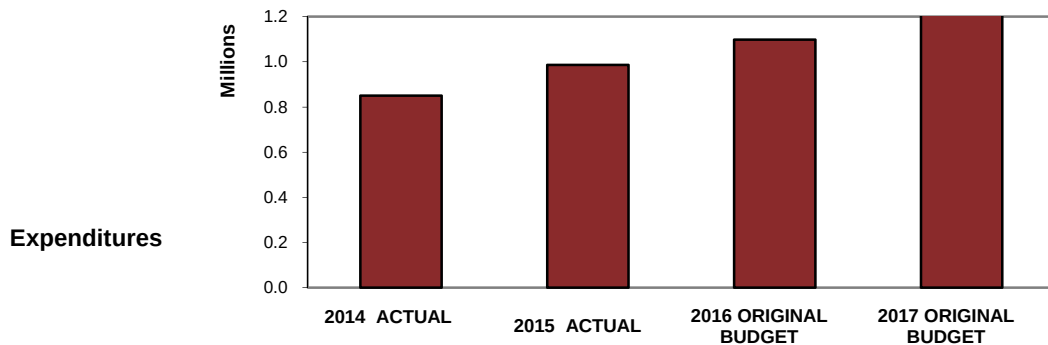
FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Citizen Engagement	• Implement system to allow for online job application submissions. • Explore feasibility to hire a communications position to manage city social media plan and communications.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.

EXECUTIVE DEPARTMENT

EFFECTIVE GOVERNANCE Decisions/Strategic Plan	• Action steps are supported by the budget. • Bi-annual (twice per year) reporting to the Mayor and City Council regarding progress. • Improving the annual performance review process for employees. • Review staff report language/template for the council agenda items.
EFFECTIVE GOVERNANCE Council Meeting Decorum	• Review Council orientation presentation to promote rules of civility.
EFFECTIVE GOVERNANCE Advisory Boards/Commissions	• Schedule joint meeting between City Council and Committees. • Committees submit annual work plans to City Council for approval.
TARGETED REDEVELOPMENT Redevelopment Corridors	• Schedule meetings with all stake holders and develop a shared vision of street and land use strategies (Century Avenue Corridor).
OPERATIONAL EFFECTIVENESS Performance Measures	• Review and analyze existing performance measures. • Explore the feasibility of adding a software module for on-boarding of new employees and performance measurement.

ADMINISTRATION EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Administration	\$332,314	\$406,086	\$406,160	\$440,270	8.4%
Communications	0	2,209	37,320	459,460	1131.1%
H.R. Administration	288,859	335,504	392,390	409,380	4.3%
Legal Services	225,385	229,330	246,300	306,510	24.4%
Safety	4,258	13,007	15,920	13,020	-18.2%
Totals	850,816	986,136	1,098,090	1,628,640	48.3%
Total By Classification					
Personnel Services	439,164	592,778	693,980	958,210	38.1%
Commodities	10,416	9,933	10,650	58,500	449.3%
Contractual Services	401,236	383,425	393,460	611,930	55.5%
Capital Outlay and Depreciation	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	850,816	986,136	1,098,090	1,628,640	48.3%
Total By Fund					
General Fund	850,816	986,136	1,098,090	1,169,180	6.5%
Communications Fund	0	0	0	459,460	N/A
Totals	\$850,816	\$986,136	\$1,098,090	\$1,628,640	48.3%
Number of Employees (FTE)	3.50	4.10	5.20	7.20	38.5%



Department: Administration
Program: Administrative

Fund # : 101
Program # : 102,119

Program Description

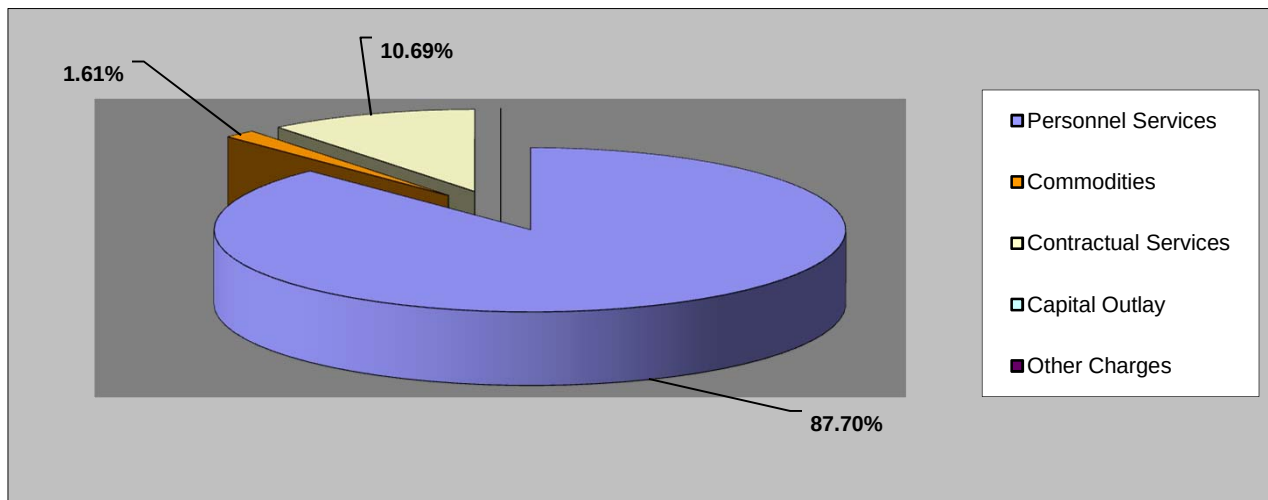
To manage all departments and functions of city operations through department heads as directed by city code, state statute, and the City Council.

Program Expenditure Highlights

No significant change in the Administration budget for 2017.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 272,033	\$ 355,042	\$ 354,750	\$ 386,110
Commodities	8,119	5,923	7,900	7,100
Contractual Services	52,162	45,121	43,510	47,060
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 332,314	\$ 406,086	\$ 406,160	\$ 440,270
Percent Change		22.2%	0.0%	8.4%
Full-Time Equivalent positions	2.25	2.25	2.25	2.25

Program Expenditures by Classification



Department:	Administration	Fund #:	101
Program:	Administration	Program #:	102,119

	2014	2015	2016	2017
	Actual	Actual	Estimate	Budget

Performance Measures

PERFORMANCE MEASURES

% of strategic initiatives/goals accomplished annually	N/A	N/A	80%	100%

COMMENTS

The management team consists of the seven department heads, the City Attorney representative, the Assistant City Manager / Director of Human Resources and is led by the City Manager. This group provides policy direction for overall city management.

Department: Administration
Program: Communications

Fund # : 101
Program # : 111

Program Description

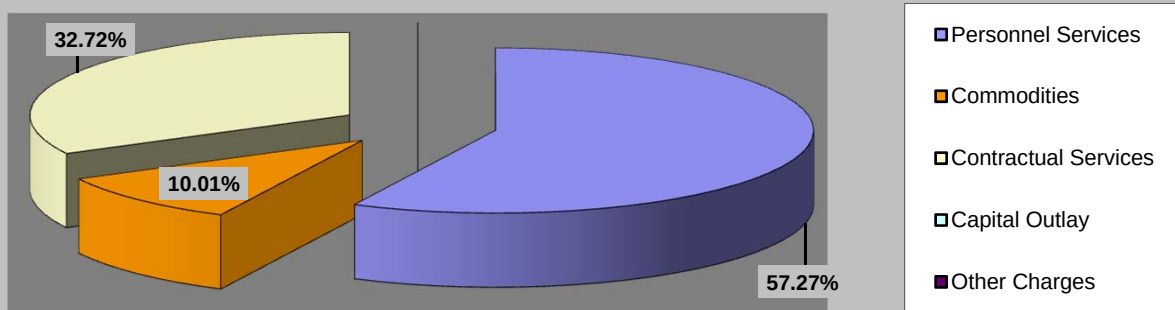
To coordinate all the City's communication efforts including the newsletter, social media, newspaper articles and the City web page.

Program Expenditure Highlights

Two full-time communications positions were added in 2016.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ 37,320	\$ 263,110
Commodities	-	-	-	46,000
Contractual Services	-	2,209	-	150,350
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ -	\$ 2,209	\$ 37,320	\$ 459,460
Percent Change		100.0%	1589.5%	1131.1%
Full-Time Equivalent positions	-	-	0.60	2.60

Program Expenditures by Classification



Department:	Administration	Fund #:	101
Program:	Communications	Program #:	111

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Budget</u>
<u>OUTPUTS/WORKLOAD</u>				
Social Media Subscribers	N/A	N/A	1,344	1,400
Maplewood Living Digital Reads	N/A	N/A	714	1,000
<u>PERFORMANCE MEASURES</u>				
% Increase in Social Media Subscribers	N/A	N/A	N/A	5%
% Increase in digital readership for Maplewood Living	N/A	N/A	N/A	5%

COMMENTS

This is a new program and performance measures have not yet been developed.

Department: Administration
Program: Human Resource Administration

Fund # : 101
Program # : 116

Program Description

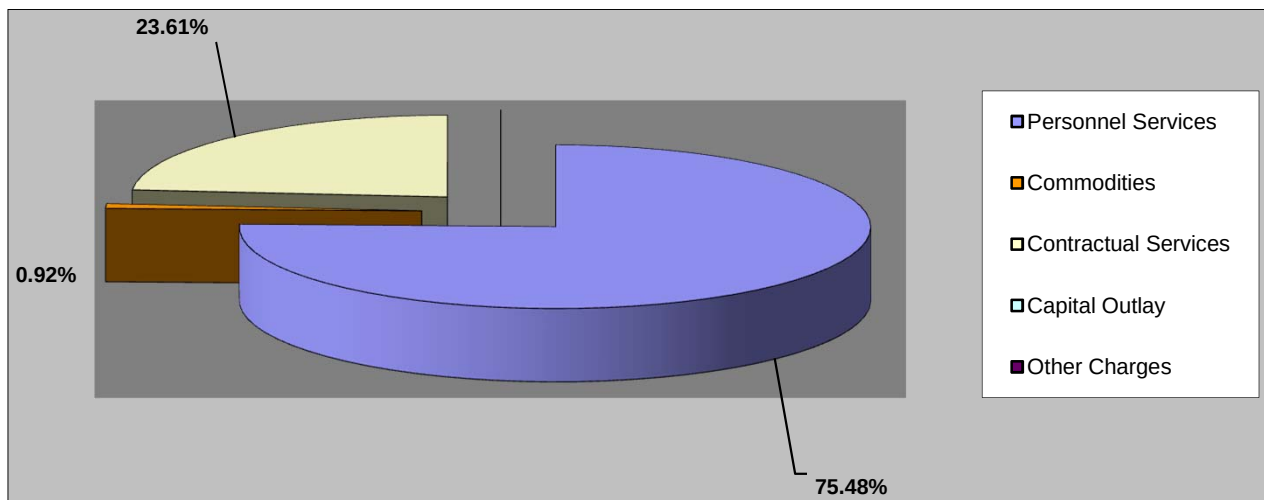
To provide a positive, productive work environment through management of employment law practices, labor and employee relations, personnel policies, hiring process, compensation and benefits program, performance and training.

Program Expenditure Highlights

The new Assistant City Manager is also the City's Human Resource Director. The FTE's were increased by 0.5 in 2016 to account for this.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 160,295	\$ 237,367	\$ 301,910	\$ 308,990
Commodities	2,034	3,263	2,200	3,750
Contractual Services	126,530	94,874	88,280	96,640
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 288,859	\$ 335,504	\$ 392,390	\$ 409,380
Percent Change		16.1%	17.0%	4.3%
Full-Time Equivalent positions	1.50	1.85	2.35	2.35

Program Expenditures by Classification

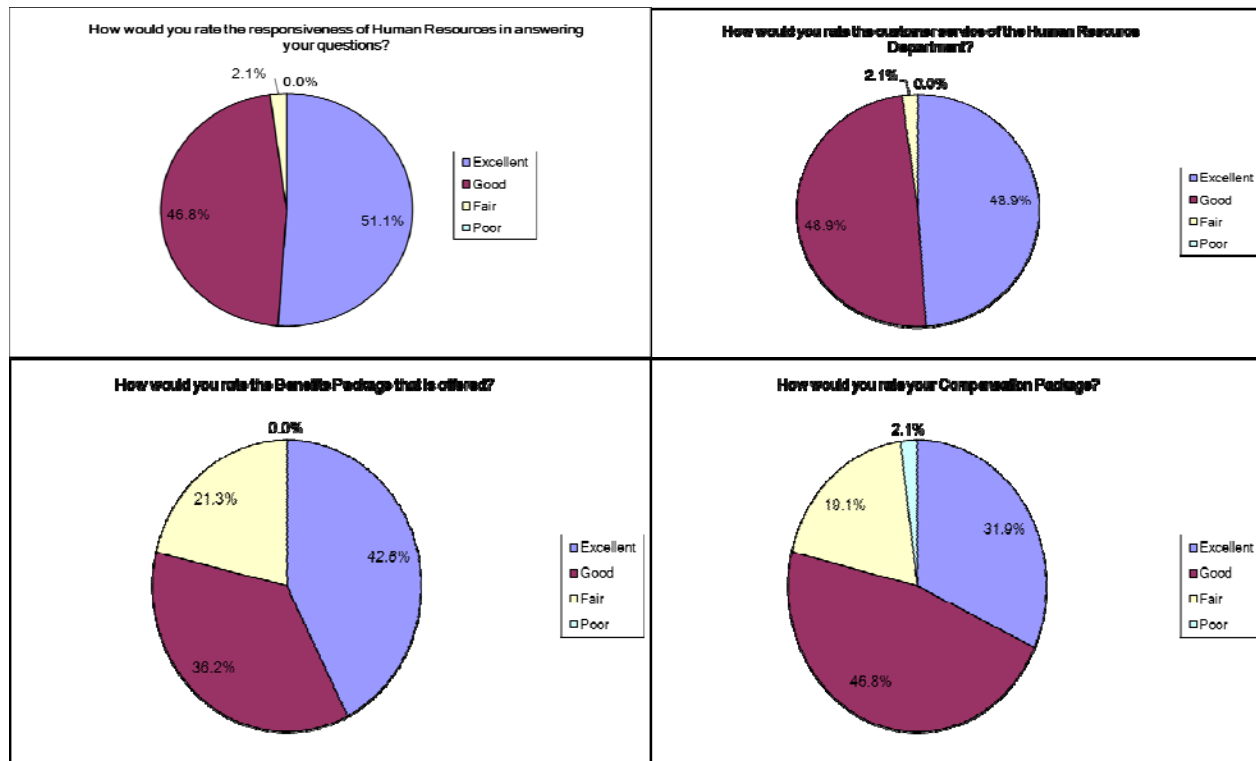


Department: Administration
Program: Human Resource Administration

Fund #: 101
Program #: 116

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
<u>OUTPUTS/WORKLOAD</u>				
Number of recruitment/hiring processes	N/A	31	25	20
<u>PERFORMANCE MEASURES</u>				
Turnover rate	6.4%	14.8%	6.6%	5.0%
Employee satisfaction with HR responsiveness	N/A	N/A	97.9%	99%
Employee Satisfaction with benefits package	N/A	N/A	78.8%	99%
Employee Satisfaction with overall customer service	N/A	N/A	97.8%	99%
Employee satisfaction with compensation package	N/A	N/A	78.7%	99%
% employees that represent people of color	N/A	N/A	9.8%	10%
% of employees participating in Wellness Program	N/A	N/A	77.7%	80%

COMMENTS



Department: Administration
Program: Legal Services

Fund # : 101
Program # : 103

Program Description

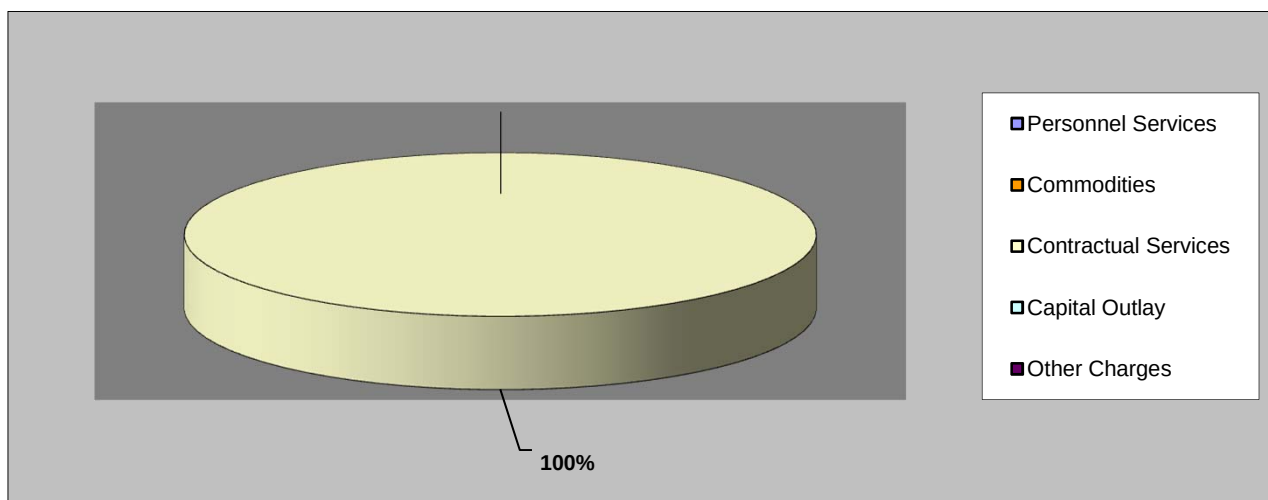
To provide legal services for the City Council and administrative staff and to prosecute City criminal cases in court.

Program Expenditure Highlights

Contracted attorney expenses remain the major part of this program. Personnel services are now accounted for under contractual services.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 6,836	\$ 369	\$ -	\$ -
Commodities	140	36	-	-
Contractual Services	218,409	228,925	246,300	306,510
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 225,385	\$ 229,330	\$ 246,300	\$ 306,510
Percent Change		1.8%	7.4%	24.4%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department:	Administration	Fund #:	101
Program:	Legal Services	Program #:	103

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Budget</u>
<u>PERFORMANCE MEASURES</u>				
Council/employee satisfaction with attorney responsiveness	N/A	N/A	95%	100%
Council/employee satisfaction with timeliness to issues	N/A	N/A	95%	100%
Council/employee confidence in receiving sound, legal advice and legal opinions	N/A	N/A	95%	100%

COMMENTS

General municipal legal services are provided by a contract with an independent law firm. The attorney has office hours at City Hall one morning a week. This provides for enhanced communication and efficiencies.

Department: Administration
Program: Safety

Fund # : 101
Program # : 114

Program Description

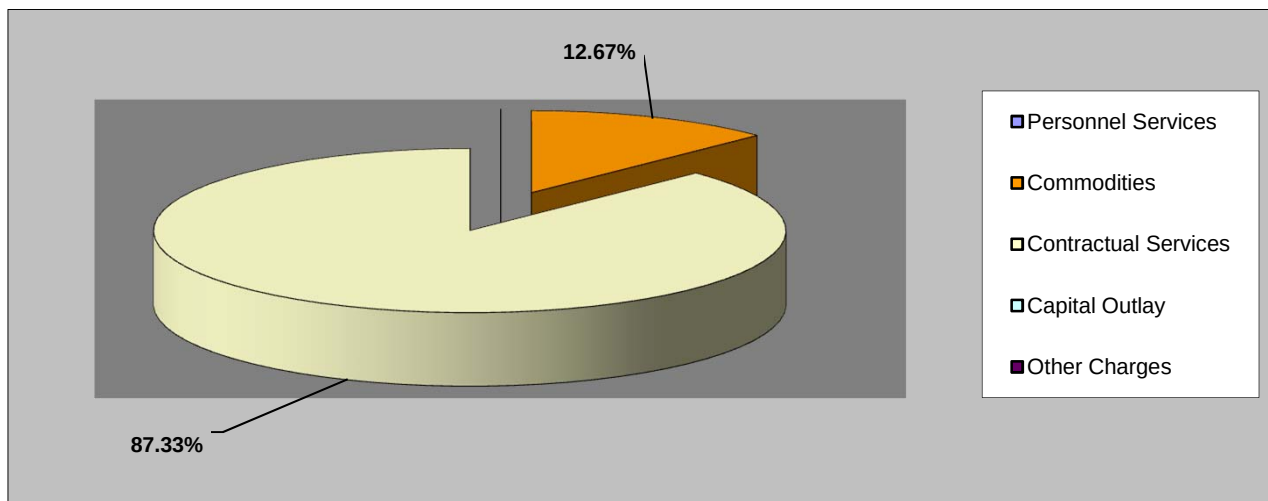
To ensure compliance with federal and state safety laws, regulations and City policies.

Program Expenditure Highlights

The contractual services budget was increased in 2016 to account for the hiring of a safety consulting firm to manage and improve the City's safety program.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	123	711	550	1,650
Contractual Services	4,135	12,296	15,370	11,370
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 4,258	\$ 13,007	\$ 15,920	\$ 13,020
Percent Change		205.5%	22.4%	(-18.2%)
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department:	Administration	Fund #:	101
Program:	Safety	Program #:	114

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
<u>PERFORMANCE MEASURES</u>				
Number of work-related injuries reported	41	10	14	12
Number of worker days lost due to injuries	199	84	68	68
Annual Cost for reported workers' compensation injuries (Reporting period is from July 1 – June 30)	\$198,471	\$59,858	N/A	N/A
Workers' compensation ratio - MOD rate (Reporting period is from July 1 – June 30)	1.18	1.10	N/A	N/A

COMMENTS

The numbers have been fairly steady from year to year on injuries and lost time. The City does a very good job bringing employees back to work with restrictions. Injured employees are brought back to do office work if they cannot perform their regular job. Workers' compensation premiums have increased, which are not shown in the above numbers, due to the fact that claims affect the premium calculation for a four year period.



CITIZEN SERVICES DEPARTMENT

Karen Haag, City Clerk/Citizen Services Director

karen.haag@maplewoodmn.gov

651-249-2002



DEPARTMENT OVERVIEW

The Citizen Services Department is the office of the City Clerk and is responsible for the administrative and record keeping functions for all City Council actions. The Department also serves as a passport processing facility and administers local, State and Federal elections. Additionally, the Department issues all business licenses and miscellaneous permits for the City.

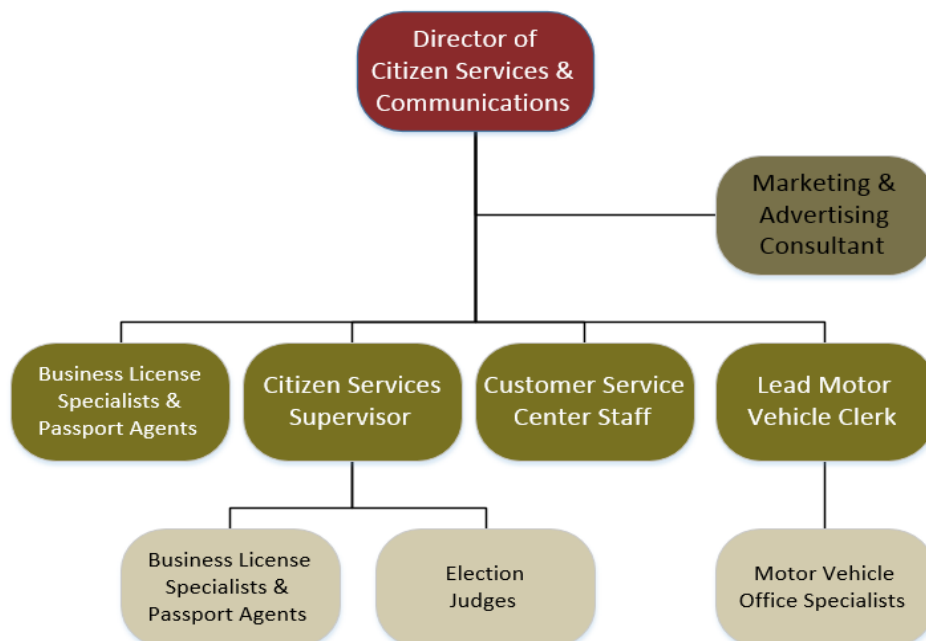
We also offer a full-service motor vehicle department where you can get your Minnesota ID, driver's license, title transfers, vehicle registration (tabs), boat and motorcycle registration.

The City Clerk is also the Responsible Authority for the City and can assist you with all of your data practice needs.

SERVICE AREAS

- Data Practices
- Elections
- Passport Processing
- Record Keeping
- Marketing/Communications
- Driver's License
- Minnesota ID's
- Boat Registrations
- Motorcycle Registrations
- Vehicle Title Transfers
- Vehicle Registration Tabs

DEPARTMENT ORGANIZATIONAL CHART



CITIZEN SERVICES DEPARTMENT

MISSION STATEMENT

To maintain records, administer elections, issue all licenses and passports in a timely and efficient manner and provide citizens with requested data.

To promote the City through print and media and assist other departments in promoting their activities and programs through innovative advertising, online ads, email and print newsletters to Maplewood and surrounding areas.

2017 DEPARTMENTAL GOALS

- 100% of completed council agendas and agenda packets provided 4 days in advance of meetings and 100% of legal notices prepared, posted and or published with legal deadlines.
- Manage the production of the Maplewood Living and other city publications keeping the public informed of progress, events and the overall story of the city. Continue to work with local and surrounding businesses showcasing their offerings and increase the use of social networking for marketing and advertising purposes.
- Work with all departments to manage the record keeping of all contracts and agreements for required retention purposes and for improved transparency.
- Facilitate updates and republications to the City Code of Ordinances through Municipal Code on a bi-annual basis or as needed.
- Continue to mainstream Business License processes and procedures making the application process available on-line with the availability to make on-line payments.
- Revise the Records Retention Schedule reflecting changes in the 2015 legislative session and provide departments with updated laws and practices on records retention practices.
- Continue working with local auto dealers, banks and credit unions in Maplewood and surrounding areas performing their deputy registrar work.
- Conduct the 2017 Local Election cycle implementing the use of the new election equipment and conduct educational open houses for voters to view the new equipment.
- Conduct the annual July 4th "Light It Up" fireworks event at Hazelwood Park securing vendors and sponsors to help with the cost of the event.

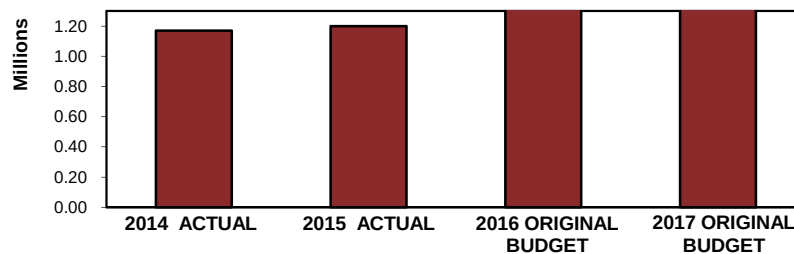
2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.
EFFECTIVE GOVERNANCE Council Meeting Decorum	• Review Council orientation presentation to promote rules of civility.

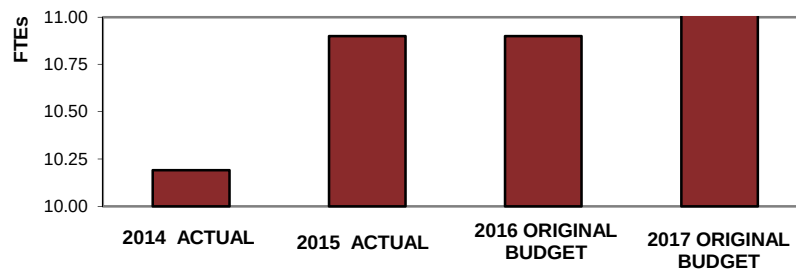
CITIZEN SERVICES EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Citizen Services Administration	\$683,070	\$751,486	\$825,470	\$830,619	0.6%
Deputy Registrar	398,383	375,828	371,740	426,490	14.7%
Elections	62,715	47,326	82,870	65,130	-21.4%
Taste of Maplewood	25,497	26,017	35,240	40,980	16.3%
Totals	1,169,665	1,200,657	1,315,320	1,363,219	3.6%
Total By Classification					
Personnel Services	898,412	935,518	967,320	1,013,449	4.8%
Commodities	15,328	18,403	20,850	23,680	13.6%
Contractual Services	252,659	243,857	282,150	281,090	-0.4%
Capital Outlay	0	0	45,000	45,000	0.0%
Other Charges	3,266	2,879	0	0	N/A
Totals	1,169,665	1,200,657	1,315,320	1,363,219	3.6%
Total By Fund					
General Fund	1,144,168	1,174,640	1,280,080	1,322,239	3.3%
Taste of Maplewood	25,497	26,017	35,240	40,980	16.3%
Totals	\$1,169,665	\$1,200,657	\$1,315,320	\$1,363,219	3.6%
Number of Employees (FTE)	10.19	10.90	10.90	11.40	4.6%

Expenditures



Employees



Department: Citizen Services
Program: Administration

Fund # : 101
Program # : 301

Program Description

To maintain accurate and complete permanent city records, to manage the issuance and processing of business licenses and permits in a timely and efficient manner, produce the Maplewood Monthly to keep the citizenry informed and provide marketing and advertising expertise to all city departments and to oversee the general management to all department operations.

Program Expenditure Highlights

Personnel services - .3 fte was moved from this program (101-301) to the Deputy Registrar program (101-303) in 2015.

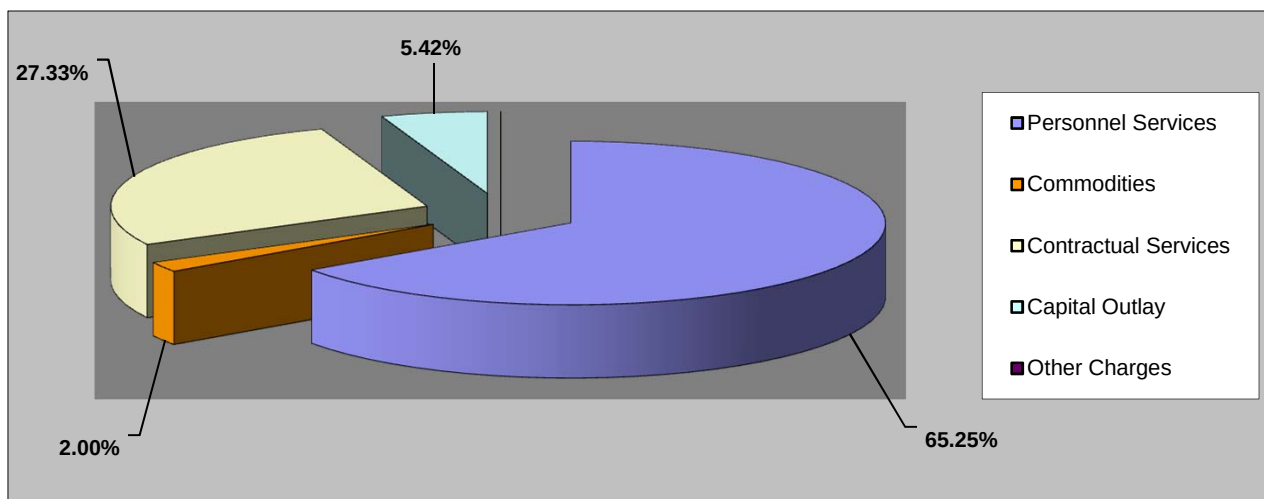
Contractual services - Increased the number of newsletters in 2016 from 9 to 12.

Capital

Outlay - Election equipment was purchased in 2016 and 2017.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 452,550	\$ 520,978	\$ 535,940	\$ 542,019
Commodities	12,619	17,485	14,500	16,600
Contractual Services	214,635	210,144	230,030	227,000
Capital Outlay	-	-	45,000	45,000
Other Charges	3,266	2,879	-	-
Total	\$ 683,070	\$ 751,486	\$ 825,470	\$ 830,619
Percent Change		10.0%	9.8%	0.6%
Full-Time Equivalent positions	5.39	6.10	5.80	5.80

Program Expenditures by Classification



Department: Citizen Services
Program: Administration

Fund #: 101
Program #: 301

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Agenda reports	469	450	525	460
Pages of minutes	418	427	500	420
Number of ordinances	9	18	10	15
Number of resolutions	133	136	200	135
Business licenses / permits / registrations / dog permits	2,002	2,532	2,100	2,500
Number of passports processed	2,073	2,882	2,050	2,500
Annual marketing agreements	19	10	15	15
Number of marketing projects	200	175	150	150
Testimonial marketing	20	15	15	15
<u>EFFECTIVENESS INDICATORS</u>				
Percentage of licenses, permits issued by deadline	99%	99%	99%	99%
Percentage of marketing projects completed	100%	100%	100%	100%
Testimonials used in marketing materials	80%	80%	80%	80%
Business contacts for the purpose of ad revenue and partnerships	80%	80%	80%	80%
<u>EFFICIENCY MEASURES</u>				
Projects are completed on time and in a professional manner	100%	100%	100%	100%

COMMENTS

Administrative workload remains steady in all areas. Business licensing and permit numbers remain consistent. Marketing projects have decreased due to implementing more social media opportunities.

Passport processing has increased substantially.

Department: Citizen Services
Program: Deputy Registrar

Fund # : 101
Program # : 303

Program Description

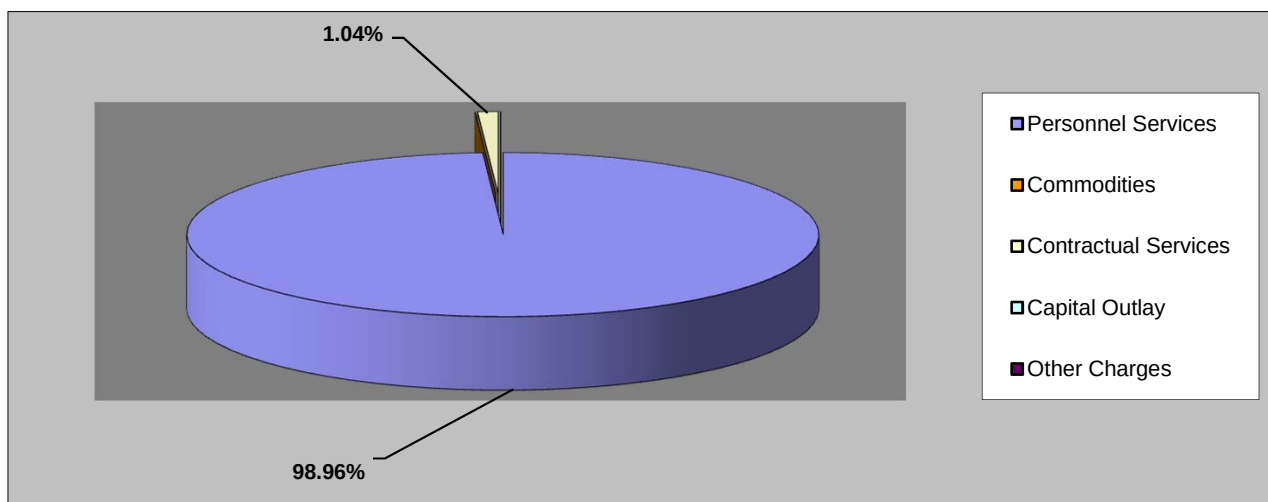
To present a courteous, service-oriented team providing a high level of accuracy and efficiency.

Program Expenditure Highlights

Personnel services - .3 fte was moved from the Administration program (101-301) to this program (101-303) in 2015. A .50 FTE was added to Deputy Registrar in 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 393,486	\$ 372,660	\$ 367,310	\$ 422,060
Commodities	-	-	-	-
Contractual Services	4,897	3,168	4,430	4,430
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 398,383	\$ 375,828	\$ 371,740	\$ 426,490
Percent Change		(-5.7%)	(-1.1%)	14.7%
Full-Time Equivalent positions	4.80	4.80	5.10	5.60

Program Expenditures by Classification



Department: Citizen Services
Program: Deputy Registrar

Fund #: 101
Program #: 303

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of motor vehicle transactions	55,456	57,591	55,000	57,500
Number of driver's license transactions	18,065	18,173	18,000	18,000
Number of Auto Dealer's that we process for	7	11	11	11
<u>PERFORMANCE MEASURES</u>				
Initial accuracy rate on motor vehicle reports reconciled	99%	99%	99%	99%
Initial accuracy rate on driver's license reports reconciled	99%	99%	99%	99%

COMMENTS

Number of transactions remains steady in all areas of motor vehicle and DNR. Staff continues to perform work for local dealers.

Department: Citizen Services
Program: Elections

Fund # : 101
Program # : 304

Program Description

To manage all municipal, federal and state elections focusing on legal compliance and integrity.

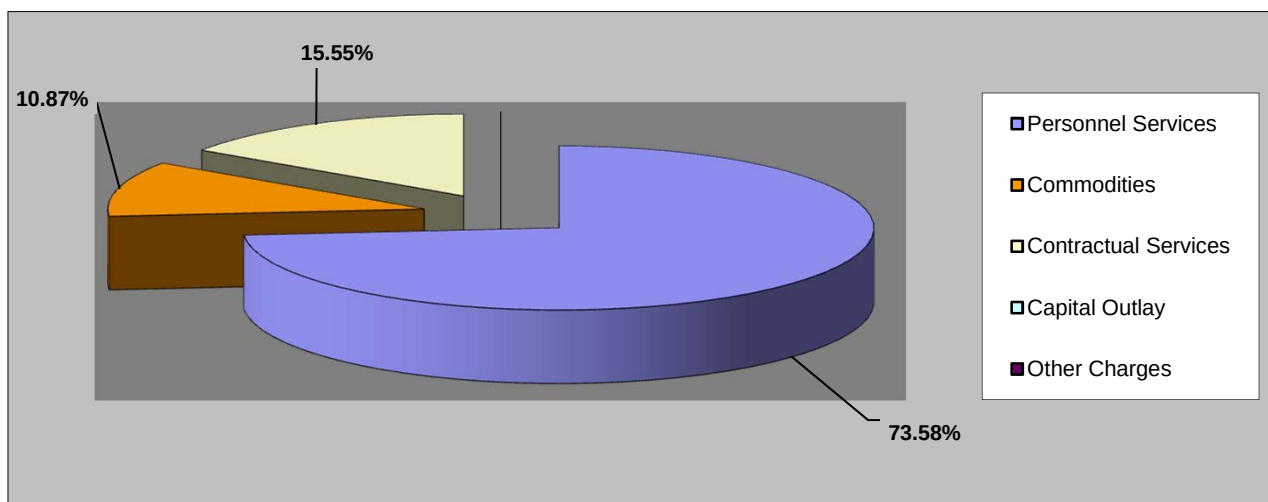
Program Expenditure Highlights

2016 was a presidential election year. There may be a special election in 2017. If not, the budget will be reallocated.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 50,856	\$ 39,784	\$ 62,270	\$ 47,920
Commodities	2,461	693	6,000	7,080
Contractual Services	9,398	6,849	14,600	10,130
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 62,715	\$ 47,326	\$ 82,870	\$ 65,130
Percent Change		(-24.5%)	75.1%	(-21.4%)

Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department:	Citizen Services	Fund #:	101
Program:	Elections	Program #:	304

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
Number of registered voters	22,402	22,427	22,500	22,500
Election judges trained	161	47	200	0
Number of ballots cast	13,824	6029	19,500	0
Number of absentee ballots transmitted	2,058	679	3,000	0
Number of absentee ballots returned by voter	1,758	541	2,500	0
Number of absentee ballots rejected	90	31	100	0
<u>PERFORMANCE MEASURES</u>				
Eligible voter turnout	62%	32%	87%	0

COMMENTS

2016 New election equipment is implemented. Training sessions expanded to cover new laws passed in the 2016 legislative session. It is anticipated that there will be no local municipal election after the approval of an ordinance changing from odd to even year elections.

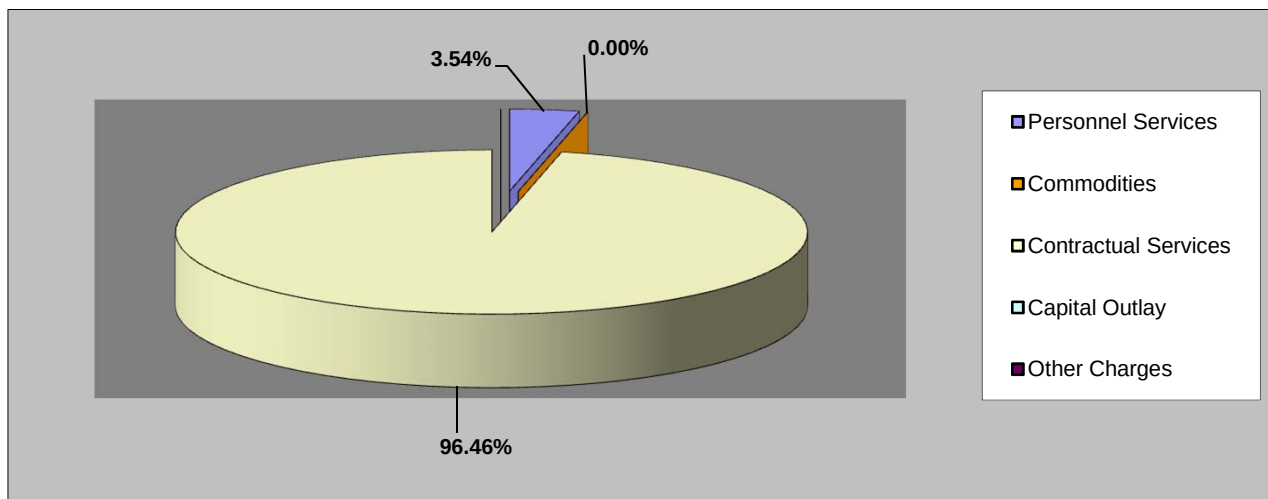
Department: Citizen Services**Fund # : 220****Program: Taste of Maplewood/Light It Up - July 4th Event****Program # : 000****Program Description**

To hold a city-wide 4th of July event for the purpose of bringing the community at large together to enjoy the holiday with music, food and fireworks and to work with local businesses who help to sponsor the event.

Program Expenditure Highlights

The Taste of Maplewood/Light It Up - July 4th Event is budgeted and additionally subsidized by funds solicited from participating vendors and sponsors. Beginning in 2012 the City moved the event to July 4th and brought back its firework display.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 1,520	\$ 2,096	\$ 1,800	\$ 1,450
Commodities	248	225	350	-
Contractual Services	23,729	23,696	33,090	39,530
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 25,497	\$ 26,017	\$ 35,240	\$ 40,980
Percent Change		2.0%	35.4%	16.3%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification

Department: Citizen Services
Program: July 4th Event - Light It Up Maplewood

Fund #: 220
Program #: 000

Performance Measures	2014 Actual	2015 Estimate	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of vendors	10	12	10	16
Number of business sponsors	4	5	11	15
Number of media sponsors	0	0	2	4
Number of waste/recycling containers	50/50	50/50	50/50	50/50
<u>PERFORMANCE MEASURES</u>				
Citizens attending the event (approximate)	10,000	10,000	10,000	15,000
Percentage of waste recycled	80%	80%	80%	80%

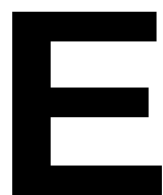
COMMENTS

The event continues to be a success. Staff is working diligently to secure sponsor support to help finance the event. Staff continues to work to make the event more sustainable by providing recycling bins and educational information on the importance of recycling.

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Maplewood



ENVIRONMENTAL & ECONOMIC DEVELOPMENT DEPARTMENT (EEDD)

DuWayne Konewko, EEDD Director

duwayne.konewko@maplewoodmn.gov 651-249-2330



DEPARTMENT OVERVIEW

The Environmental and Economic Development Department is responsible for the protection of public health, safety, and welfare by ensuring that land use and buildings meet applicable city codes, regional goals, and state and federal laws.

The department serves as staff liaison to the Community Design Review Board, Planning Commission, Environmental & Natural Resources, and Housing & Economic Development. The department will guide future growth and construction in the city that enhances economic development while conserving natural resources.

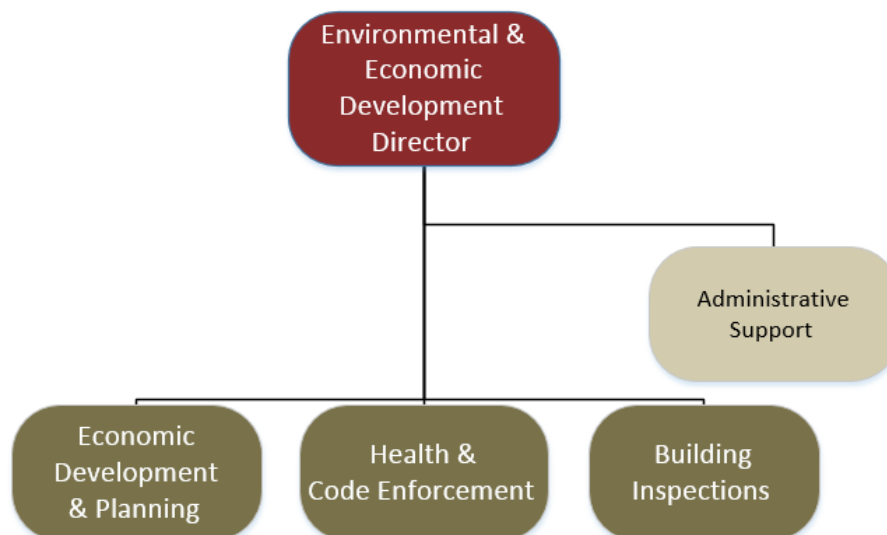
We also offer health department inspections and compliance for restaurants, pools and lodging establishments with a variety of code enforcement issues through the city of Maplewood.

The department maintains the organized collection program along with recycling and organics programs and education.

SERVICE AREAS

- Land use planning and zoning
- Economic Development
- Environmental programs and education
- Inspections
- Code Enforcement
- Contractor licensing
- Organized Collection
- Recycling
- Green Building programs
- Packet preparation

DEPARTMENT ORGANIZATIONAL CHART



ENVIRONMENTAL AND ECONOMIC DEVELOPMENT DEPARTMENT

MISSION STATEMENT

To protect public health, safety and welfare by ensuring that land use and buildings meet applicable city codes, regional goals and state and Federal laws. The department will guide future growth and construction in the city that enhances economic development while conserving natural resources in accordance with the goals and policies of the Maplewood Comprehensive Plan.

2017 DEPARTMENTAL GOALS

- Expand economic development efforts through pro-active actions that stimulate housing and non-residential development, including redevelopment of strategic areas of the City.
- Protect public's health and improve the quality of life of the citizens of Maplewood through the prevention of disease, education, outreach and inspections.
- Carry out the long-range planning vision for the community's future as described in the 2030 Comprehensive Plan and the City Council's goals.
- Educate contractors, design professionals and the public through pre-development meetings, literature, city website, and the permit process.
- Educate city staff and the community in developing a sustainable "green building practices and methods", including the promotion and implementation through incentives of green construction and the Maplewood Green Building Program.
- Promote high quality building and site design by recommending and requiring enhanced amenities during city development and building reviews.
- Provide leadership by serving as the staff liaisons and technical experts for four of the city's citizen advisory boards and commissions.
- Provide technical expertise and regional leadership on issues related to municipal environmental practices and critical environmental issues that influence the city.
- Promote and manage the single-hauler solid waste and recycling programs to ensure compliance with regional and state rules and regulations.

2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY Reserve Funding – Facilities and Equipment	• Review city facilities/buildings energy use and look to create efficiencies.
FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.

ENVIRONMENTAL AND ECONOMIC DEVELOPMENT DEPARTMENT

TARGETED REDEVELOPMENT Gladstone Area Redevelopment	• Deconstruct Maplewood Bowl building and complete all 3 phases of new construction. • Build solid relationships and seek relocation agreements with the automobile repair shops and other businesses along Frost Avenue. • New developments should reflect effects of new transit potential.
TARGETED REDEVELOPMENT Vacant Commercial Space	• Identify commercial vacant buildings and map them. Post inter-active map on City website. Track vacant commercial building progress as they go vacant and become occupied. Offer incentives through various green building, City energy programs, and progressive Economic Development programs and funding opportunities.
TARGETED REDEVELOPMENT Redevelopment Corridors	• Schedule meetings with all stake holders and develop a shared vision of street and land use strategies (Century Avenue Corridor). • Create an inventory of specific areas of neighborhoods with homes in disrepair.

ENVIRONMENTAL AND ECONOMIC DEVELOPMENT

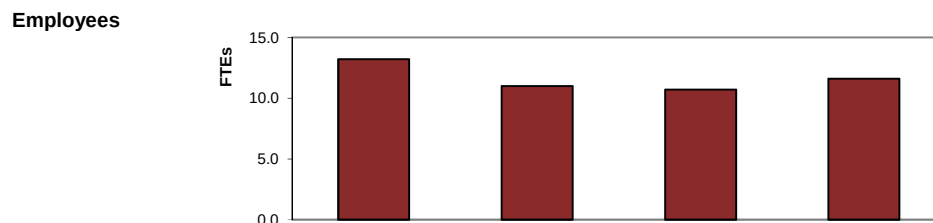
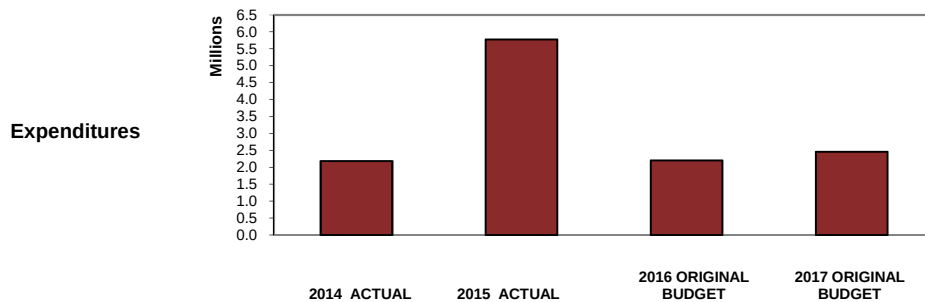
EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Administration	\$285,305	\$291,599	\$256,980	\$349,940	36.2%
Maplewood Area EDA	81,530	44,441	137,580	289,100	110.1%
Building Inspections	483,881	491,869	468,340	444,990	-5.0%
Code Enforcement	95,905	63,364	82,580	81,580	-1.2%
Planning	561,190	436,044	398,050	501,260	25.9%
Public Health Inspections	46,366	49,317	43,640	45,860	5.1%
Tax Increment Financing	0	20,131	30,750	25,500	-17.1%
Redevelopment	0	2,577	85,130	0	-100.0%
Grants	0	3,720,495	0	0	N/A
Trash Cart Program	0	1,210	730	15,000	1954.8%
Recycling Program	632,908	652,227	695,560	701,280	0.8%
Totals	2,187,085	5,773,274	2,199,340	2,454,510	11.6%

Total By Classification					
Personnel Services	1,342,905	1,216,652	1,156,960	1,291,520	11.6%
Commodities	11,003	16,391	10,200	13,000	27.5%
Contractual Services	773,278	769,448	878,140	845,860	-3.7%
Capital Outlay and Depreciation	8,847	3,720,001	100,000	250,000	150.0%
Other Charges	51,052	50,782	54,040	54,130	0.2%
Totals	2,187,085	5,773,274	2,199,340	2,454,510	11.6%

Total By Fund					
General Fund	1,181,243	1,067,682	1,012,650	1,178,460	16.4%
EDA Fund	81,530	44,441	137,580	289,100	110.1%
Environmental Utility Fund	291,404	264,511	236,940	245,170	3.5%
Grants	0	3,720,495	0	0	N/A
Tax Increment Financing	0	20,131	30,750	25,500	-17.1%
Redevelopment Fund	0	2,577	85,130	0	-100.0%
Trash Cart Fund	0	1,210	730	15,000	1954.8%
Recycling Fund	632,908	652,227	695,560	701,280	0.8%
Totals	\$2,187,085	\$5,773,274	\$2,199,340	\$2,454,510	11.6%

Number of Employees (FTE)	13.20	11.00	10.70	11.60	8.4%



Department: Environmental and Economic Development
Program: Administration

Fund # : 101
Program # : 701

Program Description

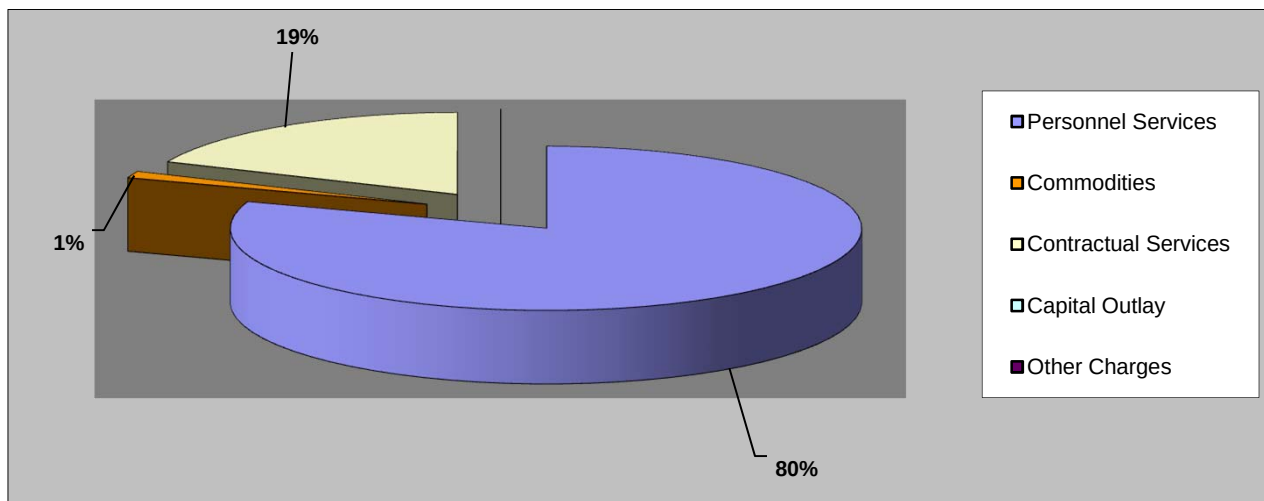
To provide accurate and timely administrative and clerical support to the divisions within Environmental and Economic Development including Building, Planning, Public Health and Code Enforcement.

Program Expenditure Highlights

The increase in personnel services is due to reorganization of the department and a reallocation of hours. The budget now reflects a full time director position.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 207,748	\$ 217,605	\$ 185,020	\$ 280,810
Commodities	6,365	5,419	5,300	4,500
Contractual Services	71,192	68,535	66,660	64,630
Capital Outlay	-	-	-	-
Other Charges	-	40	-	-
Total	\$ 285,305	\$ 291,599	\$ 256,980	\$ 349,940
Percent Change		2.2%	(-11.9%)	36.2%
Full-Time Equivalent positions	2.65	2.90	2.90	3.55

Program Expenditures by Classification



Department: Environmental and Economic Development
Program: Administration

Fund #: 101
Program #: 701

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Contractor licenses issued	495	504	480	480
Truth-in-Housing inspection reports	395	491	400	400
Commission packets	57	57	40	40
Council agenda reports	83	84	90	90
Number of inspections scheduled	6,072	6,230	6,000	6,000
Number of permits issued	3,117	2,875	2,900	2,900
<u>EFFECTIVENESS INDICATORS</u>				
Percent of minutes available for next meeting	99%	99%	99%	99%
Percent of permits issued accurately	99%	99%	99%	99%

COMMENTS

Contractors licenses are issued for commercial building, mechanical, plumbing, truth-in-housing evaluators and sign installers. Inspections are scheduled and results logged for building, mechanical and plumbing work.

The Environmental and Economic Development staff provides support for four of the City's advisory commissions. This entails the continued preparation of meeting agenda packets and meeting minutes for each commission. In turn, the department issues permits for the construction of projects approved through the planning review process. They also prepare and review City Council agenda reports. In 2016 the PC and HEDC were approved to reduce meetings to monthly and quarterly, respectively which is reflected in the number of packets.

The clerical staff works with Planning, Building, Public Health and Code Enforcement.

Note: Estimated population according to the Environmental and Economic Development Department is as follows:

2014 – 39,054
 2015 – 39,578
 2016 – 40,102
 2017 – 40,626

Department: Environment and Economic Development
Program: Maplewood Area EDA

Fund # : 280
Program # : 000

Program Description

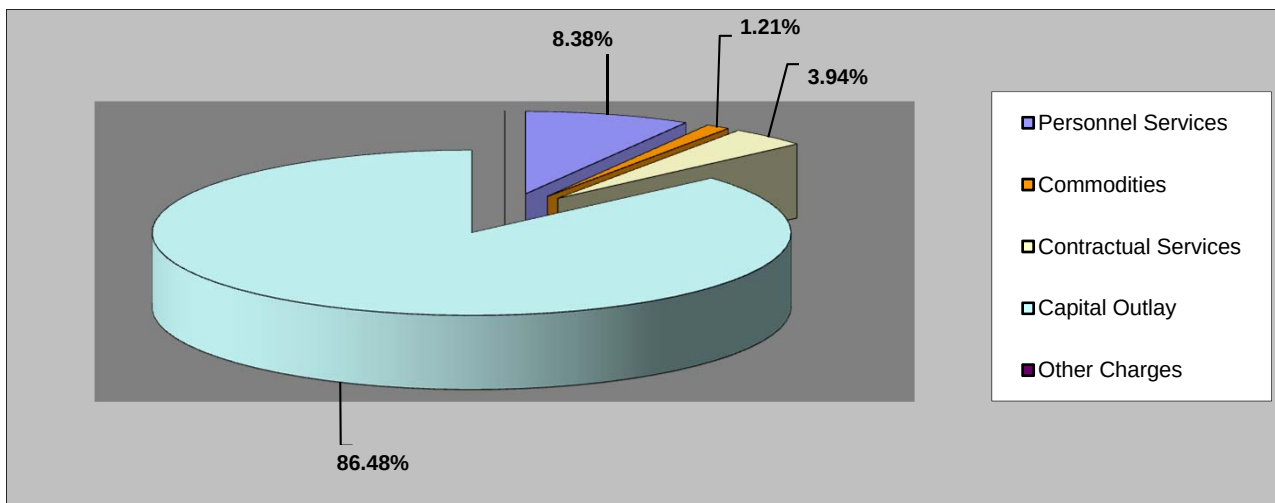
To assist with development and redevelopment opportunities and initiatives.

Program Expenditure Highlights

This program was expanded in 2014 to assist with marketing of excess city property as well as training staff in the procedures of economic development for our business community. We hope to continue these initiatives in 2016 with existing staff and consultants as needed.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ 15,429	\$ 24,220	\$ 24,220
Commodities	-	1,446	1,000	3,500
Contractual Services	81,530	27,566	12,360	11,380
Capital Outlay	-	-	100,000	250,000
Other Charges	-	-	-	-
Total	\$ 81,530	\$ 44,441	\$ 137,580	\$ 289,100
Percent Change		(-45.5%)	209.6%	110.1%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department: Economic Development
Program: Maplewood Area EDA

Fund #: 280
Program #: 000

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
<u>OUTPUTS/WORKLOAD</u>				
EDA meetings	6	2	2	2
HEDC commission meetings	6	4	4	4
Business retention meetings	10	3	5	25
Local business leaders meetings	2	1	2	2
<u>PERFORMANCE MEASURERS</u>				
Number of loans	1	0	0	0
New Tax Abatement/TIF Districts	1	1	0	1

COMMENTS

In 2009, the city council established the Economic Development Authority (EDA) and the Business and Economic Development Commission. In 2011, the EDA participated in the Trillion BTU program through the St. Paul Port Authority. The EDA, with the help of the General Fund, contributed \$400,000 for a loan to St. John's Hospital to be paid back over 5 years at a 4 percent interest rate. In 2012, the city council, which also serves as the EDA, established economic development as the city's top priority. During 2012 and throughout 2013, the EDA evaluated options for a number of subsidy and economic development initiatives. This program will see an increased effort and EDA action items, including implementation of new tax increment or tax abatement districts.

In 2012, the housing and redevelopment authority was combined with the business and economic development commission to form the housing and economic development commission (HEDC). In 2013, the HEDC worked in implementing its work plan which includes continued business retention outreach, focusing redevelopment efforts in critical parts of the city and establishing the parameters of a revolving loan fund program. In 2016, the HEDC intends to continue its mission of fostering development and redevelopment, as well as get more involved with direct project initiation opportunities. The funding for the HEDC has been moved to the Council's Economic Development Authority.

Department: Environmental and Economic Development
Program: Building Inspections

Fund # : 101
Program # : 703

Program Description

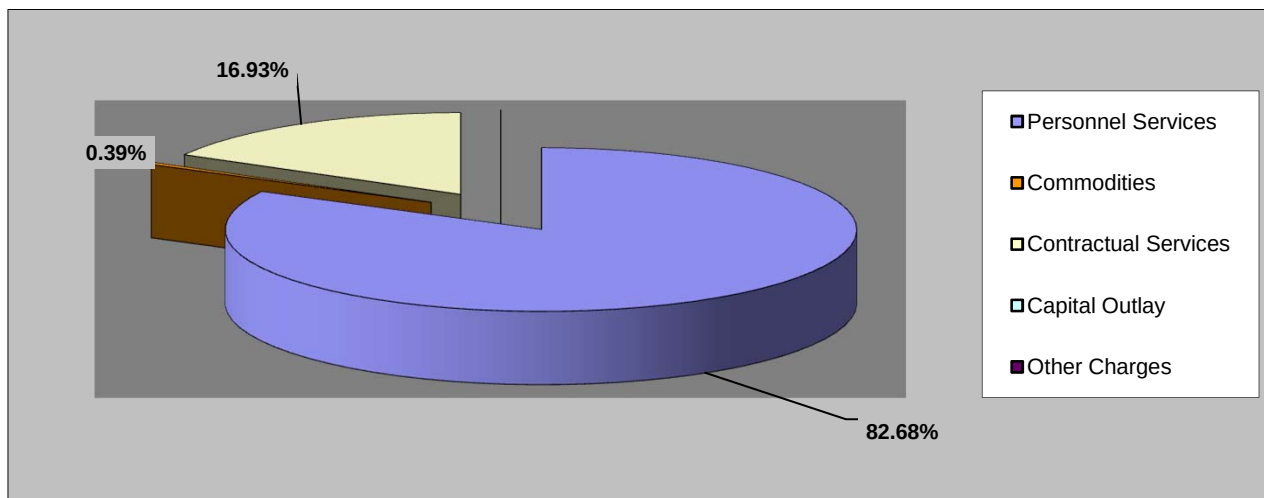
To administer the state building code and related ordinances and to safeguard life or limb, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all building and structures within the City of Maplewood.

Program Expenditure Highlights

Personnel services - reallocated .1 fte from this program (101-703) to Administration (101-701) in 2016.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 396,354	\$ 404,936	\$ 389,830	\$ 367,910
Commodities	2,478	1,174	2,250	1,750
Contractual Services	76,202	85,759	76,260	75,330
Capital Outlay	8,847	-	-	-
Other Charges	-	-	-	-
Total	\$ 483,881	\$ 491,869	\$ 468,340	\$ 444,990
Percent Change		1.7%	(-4.8%)	(-5.0%)
Full-Time Equivalent positions	3.45	3.45	3.20	3.20

Program Expenditures by Classification



Department: Environmental and Economic Development
Program: Building Inspections

Fund #: 101
Program #: 703

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Revenue generated	\$2,408,950	\$1,053,240	\$1,104,230	\$1,014,230
Number of permit apps.	3,117	2,875	2,900	2,900
Number of plan reviews	789	656	650	650
Number of inspections	6,072	6,230	6,000	6,000
<u>EFFICIENCY MEASURES</u>				
Average time to issue residential permit	7 days	7 days	10 days	10 days
Average time to issue commercial permit	30 days	30 days	35 days	35 days
Percentage of inspection completed within 24 hours	97%	97%	97%	97%

COMMENTS

The State of Minnesota adopted the updated building code in 2016 and building officials must maintain their knowledge and certifications through the state and International Code Council. The building officials are responsible for construction inspections for residential buildings, commercial buildings, manufactured homes, accessibility, plumbing, mechanical and energy. In addition, the building officials are responsible for using the updated codes for plan review and field inspections.

The Building Department promotes professionalism and knowledge by being involved in building official organizations, the International Code Council and the State of Minnesota for awareness and input on code changes that affect the City of Maplewood.

The Building Department has been working as a leader in green building policies and development for sustainable buildings internationally, locally and is currently implementing the green building ordinance within the City of Maplewood.

Department: Environmental and Economic Development
Program: Code Enforcement

Fund # : 101
Program # : 707

Program Description

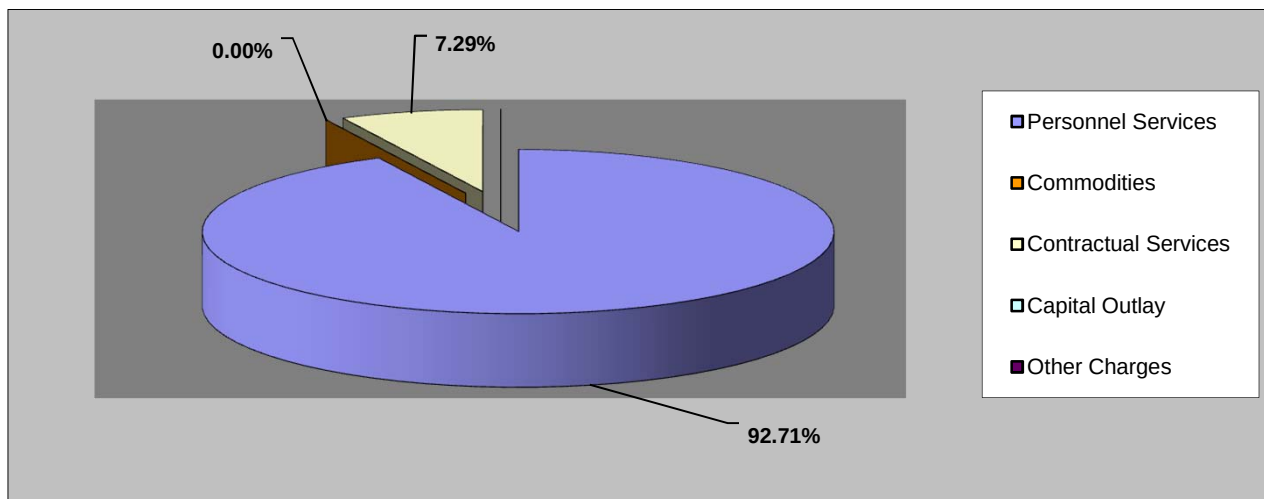
To maintain community standards and protect citizens through inspections, complaint investigations, and enforcement of local ordinances, state rules and regulations.

Program Expenditure Highlights

Personnel services - reallocated .25 fte from this program (101-707) to the Recycling program (605-706).

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 90,593	\$ 58,434	\$ 76,940	\$ 75,630
Commodities	253	-	150	-
Contractual Services	5,059	4,930	5,490	5,950
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 95,905	\$ 63,364	\$ 82,580	\$ 81,580
Percent Change		(-33.9%)	30.3%	(-1.2%)
Full-Time Equivalent positions	1.30	0.94	0.69	0.69

Program Expenditures by Classification



Department: Environmental and Economic Development
Program: Code Enforcement

Fund #: 101
Program #: 707

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Total number of complaint cases inspected	470	500	400	400
Total number of complaint cases that were referred to the Admin/Judicial process	16	22	16	16
Total number of re-inspections	700	600	500	500
Total number of letters	196	274	300	300
<u>EFFECTIVENESS INDICATORS</u>				
Total number of complaint cases resolved through the Admin/Judicial process and abatements	16	21*	25	20
Total number of complaint cases resolved	325	331	450	300
Total number of complaint cases pending	6	7	10	10
Abatement fees	\$3,063	\$7,047**	\$4,500	\$4,000
Re-inspection penalty fees	\$0	\$469	\$1,500	\$1,500

COMMENTS

The code enforcement program is administered by multiple employees in the Environmental and Economic Development Department in partnership with the Maplewood Police and Fire. The main code enforcement officers for the city are the Health Officer and the Environmental/City Code Specialist.

The total number of letters mailed or posted to homes is to resolve city code violations.

The number of abatements is directly impacted by the number of foreclosed properties in the city. This number has decreased over the last few years as formerly vacant properties are purchased but may continue to be a future issue.

The abatement fees are assessed to properties for lawn mowing and cleanup. In addition, the administration cost is included in the abatement fee.

The re-inspection penalty fee is assessed to properties that have excessively consumed city services for multiple inspections of the same violation. The city charges excessive consumption fees for any inspection after the 3rd violation.

*The city is currently in the court proceeding for one of the issued citations.

**This abatement amount is significantly higher because the city covered the cost to remove two large elm trees. This cost was assessed back to the resident.

Department: Environmental and Economic Development
Program: Planning

Fund # : 101 & 604
Program # : 702

Program Description

To guide and implement the development and redevelopment of residential, commercial and industrial areas as directed by the principles of the 2030 Comprehensive Plan, the city's zoning ordinance, the city's advisory boards and commissions and the city council. Also to conduct special land use studies, perform development reviews, facilitate economic development and assist residents, property owners and developers with planning building projects. And to provide planning, outreach and enforcement of the National Pollutant Discharge Elimination System (NPDES) permit.

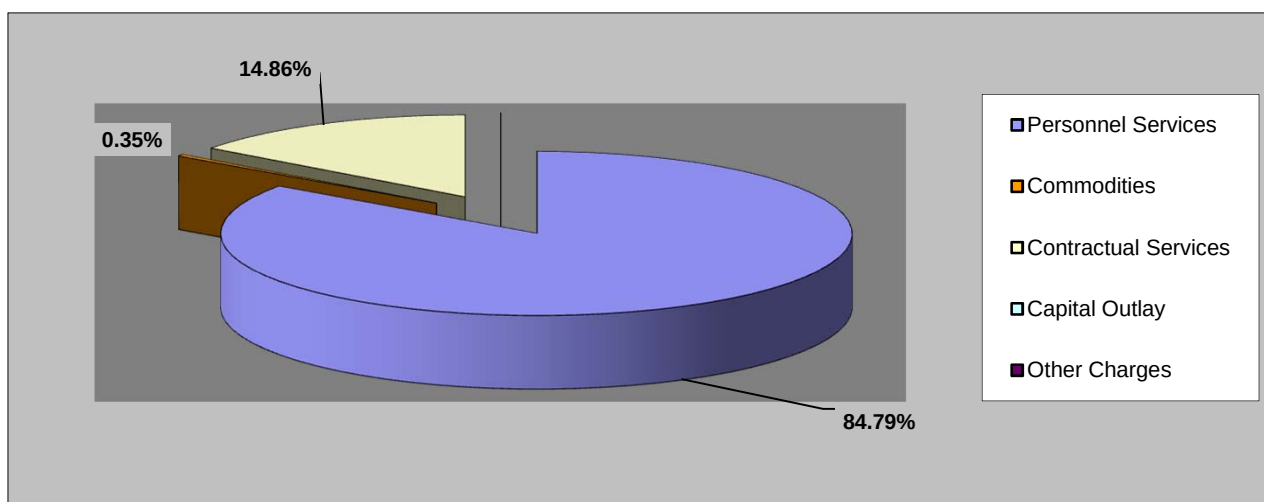
Program Expenditure Highlights

Personnel costs were reduced in 2016 because of an early retirement program.

Contractual services are increasing mainly due to training requirements for the planning staff.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 515,869	\$ 415,325	\$ 367,590	\$ 425,040
Commodities	393	78	-	1,750
Contractual Services	44,928	20,641	30,460	74,470
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 561,190	\$ 436,044	\$ 398,050	\$ 501,260
Percent Change		(-22.3%)	(-8.7%)	25.9%
Full-Time Equivalent positions	4.30	3.10	3.15	3.55

Program Expenditures by Classification



Department: Environmental and Economic Development
Program: Planning

Fund #: 101 & 604
Program #: 702

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of planning reviews	52	42	50	50
Number of building permit reviews	417	391	400	400
Number of site inspections	468	318	450	350
Number of new or modified water- related ordinances and policies adopted by the city	0	3	0	0
Number of water-related articles published in city newsletters or local paper	5	3	4	4
Number of project sites over 1 acre receiving water-related construction inspections	5	4	6	6
Miles of new streets with stormwater improvements	2.2	0.75	0	1.1
<u>EFFECTIVENESS INDICATORS</u>				
Average days to approve residential permits	7	7	7	7
Average days to approve commercial permits	30	30	30	30
Percent of planning applications completed within 60 day required time without extensions	95%	94%	98%	98%
PC, CDRB, HEDC & ENR meetings held	38	31	36	36
Number of households & businesses receiving water-related articles	17,000	17,000	17,000	17,000
Number of non-compliant water-related construction inspections	33	18	30	30

COMMENTS

These outputs reflect the number of development projects analyzed by city planners and the staff time needed to complete these reviews. It also reflects the staff time spent reviewing applications with citizens, boards and commissions. The planning staff is responsible for reviewing all development applications and incorporating these review inputs from other city departments such as engineering, building inspections, fire, police and environmental.

Also reflected are the newly established Council goals for Gladstone Redevelopment and vacant commercial building projects.

Economic development and redevelopment continues to be a focus of the planning division. Staff will be exploring new possibilities which include housing maintenance to revitalize existing housing stock while promoting the potential of additional business loans and financial assistance to grow and support the Maplewood business community.

The NPDES permit program controls water pollution by regulating point sources that discharge pollutants into waters. The Environmental Planning-EUF program was created in 2012 and shows commitment by the city to inform, plan, and enforce the permit process to meet the stormwater goals of the city and the region.

Department: Environmental and Economic Development
Program: Public Health Inspections

Fund # : 101
Program # : 704

Program Description

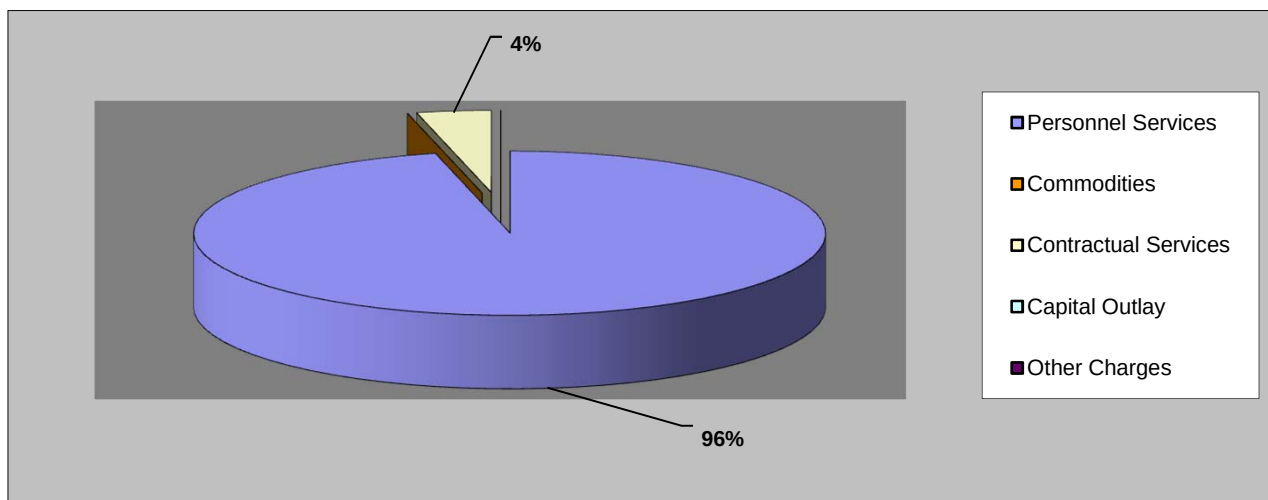
To improve and protect the health and well-being of the citizens of Maplewood through enforcement and education of local and state rules related to food, lodging, public swimming pools and public health.

Program Expenditure Highlights

No significant change in the Public Health Inspections budget for 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 45,823	\$ 48,158	\$ 42,720	\$ 44,120
Commodities	-	-	-	-
Contractual Services	543	1,159	920	1,740
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 46,366	\$ 49,317	\$ 43,640	\$ 45,860
Percent Change		6.4%	(-11.5%)	5.1%
Full-Time Equivalent positions	0.50	0.46	0.46	0.46

Program Expenditures by Classification



Department: Environmental and Economic Development
Program: Public Health Inspections

Fund #: 101
Program #: 704

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of restaurant inspections	186	177	160	160
Number of pool inspections	48	47	42	42
Number of public health violations	54	55	60	50
Number of itinerant food sales inspections	43	40	52	52
Number of lodging inspections	13	16	18	16
<u>EFFECTIVENESS INDICATORS</u>				
Number of restaurant re-inspections	39	46	40	75
Number of hours on food sales inspections	597	630	570	630
Number of food establishment licenses	163	150	167	167
Number of swimming pool licenses	15	21	21	21
Number of lodging licenses	9	8	8	8

COMMENTS

New in 2015, Minnesota Department of Health (MDH) required that each individual public pool be licensed rather than the facility with the pools. Therefore, for example, LA Fitness went from one pool license to two (for the pool and spa).

Two significant food outbreaks occurred in 2015 that took up a large amount of time. This included multiple rounds of employee interviews, on-site inspections and follow up, coordination with MDH and other agencies.

In 2015, the health officer worked with the organizer of the March 2016 Philippine event at Aldrich Arena. Although the event occurred in March 2016, the review and approval process started in fall of 2015. The event was the largest and most successful Philippine Day ever and took many hours of studying the menu, learning the processes and working with food vendors.

In 2016, the health officer is part of the racial equity cohort. Therefore, the amount of designated time spend on food inspections may decrease. Conversely, 2017 will see a new food code and pool code adopted and will result in a large amount of time being spent educating licensed establishments on the changes. This will bring a new inspection system for 2017 and many re-inspections as all adjust and become familiar with the new food and pool codes.

Department: Environmental and Economic Development
Program: Recycling and Trash Cart Funds

Fund # : 605,404
Program # : 706

Program Description

To manage the solid waste and recycling programs to ensure compliance with regional and state rules and regulations.

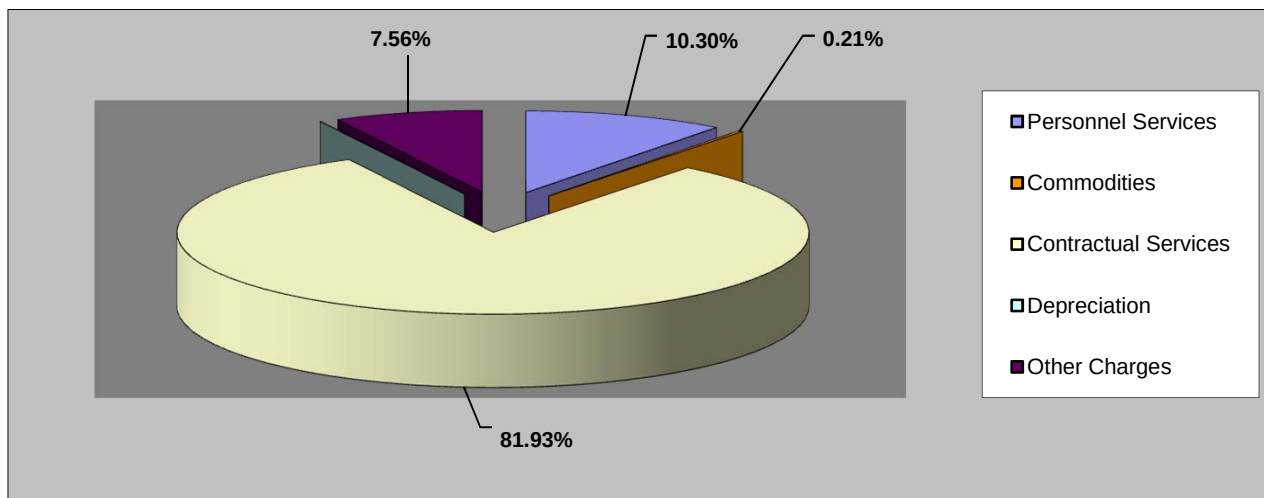
Program Expenditure Highlights

Personnel services - reallocated .25 fte from the Code Enforcement program (101-707) to this program (605-706) in 2014.

Contractual services reflect a rate increase included in the recycling contract.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 86,518	\$ 56,765	\$ 70,640	\$ 73,790
Commodities	1,514	8,274	1,500	1,500
Contractual Services	493,824	537,656	570,110	586,860
Depreciation	-	-	-	-
Other Charges	51,052	50,742	54,040	54,130
Total	\$ 632,908	\$ 653,437	\$ 696,290	\$ 716,280
Percent Change		3.2%	6.6%	2.9%
Full-Time Equivalent positions	1.00	0.40	0.65	0.65

Program Expenditures by Classification



Department: Environmental and Economic Development
Program: Recycling

Fund #: 605
Program #: 706

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Education outreach opportunities	17,000	31,000	32,000	35,000
Number of educational tags left by contractor	302	833	600	600
Number of tons of materials recycled	3,263	3,287	3,624	3,700
City events that featured recycling	10	16	16	20
<u>PERFORMANCE MEASURES</u>				
Number of churches and small businesses that have opted into the City's recycling program	18	20	26	32
Average number of pounds recycled per household per month	53.48	53.48	59	59

COMMENTS

The City's four-year contract with Tennis Sanitation, LLC, for the collection of recyclables from single-family and multi-family homes began January 1, 2014, and ends December 31, 2017. The contract cost for recycling collection per household per month is \$2.50 for two years (2014/2015) with a \$.25 increase for the third and fourth year (2016/2017).

In 2014, the first year of the current recycling contract, Tennis rolled out recycling carts to all single-family, townhomes, and manufactured homes with curbside recycling collection. Previously recycling was collected in 8-gallon recycling bins supplied by the City. With the convenience and added capacity of the recycling carts, the City has seen a 7 percent increase in recycling participation and a 22 percent increase in recycling tonnage from 2013 to 2014. The roll out of the recycling carts also brought on the need for additional recycling education, which is reflected in the increase in the number of educational tags left by the contractor in the past few years.

On top of the annual solid waste mailer, the city also put an insert in the Ramsey County Going Green guide which increased the outreach opportunities.

F INANCE DEPARTMENT

Ellen Paulseth, Finance Director

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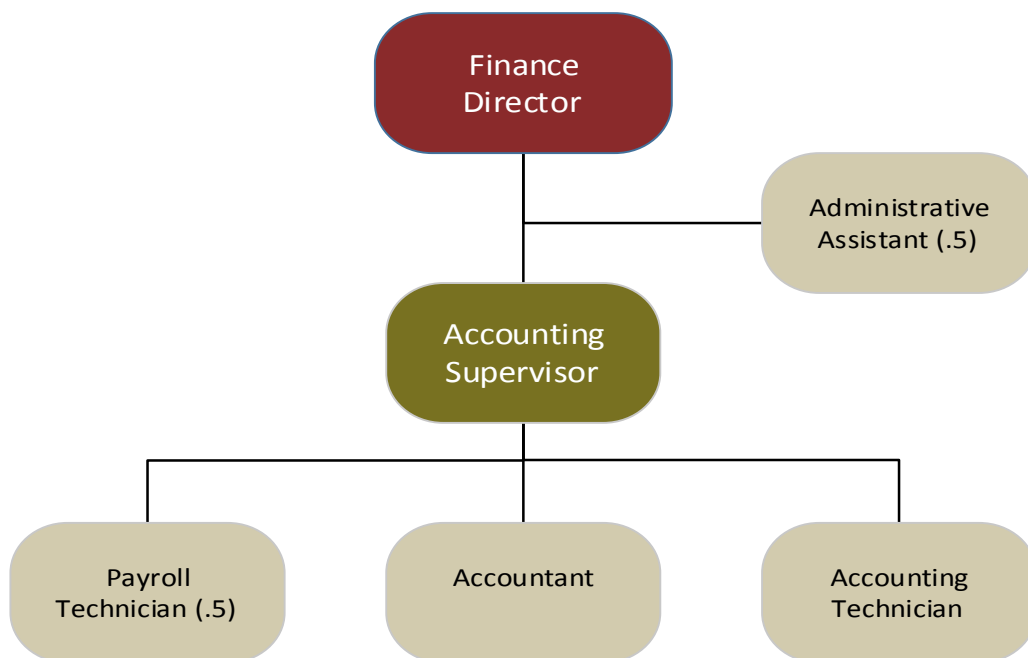
DEPARTMENT OVERVIEW

The Finance Department supports all city departments by providing financial management, accounting and treasury services. It is responsible for preparing the City budget, comprehensive annual financial report (CAFR), and capital improvement plan (CIP) for the benefit of Maplewood citizens, the State Auditor's Office, bond rating agencies and other interested parties. The department is also responsible for debt management, investment portfolio management and risk management activities.

SERVICE AREAS

- Debt administration
- Treasury operations
- Tax compliance
- Fixed assets
- Payroll
- Risk management
- Accounts payable
- Revenue collections
- Financial reporting
- Budget & CIP compilation

DEPARTMENT ORGANIZATIONAL CHART



FINANCE DEPARTMENT

MISSION STATEMENT

To provide quality financial services and to maintain the City's financial health and stability.

2017 DEPARTMENTAL GOALS

- Arrange for the issuance of bonds to finance projects that will improve and expand the city's infrastructure and capital assets, and explore opportunities for refunding existing debt to reduce interest costs.
- Maintain city's bond rating of AA1 from Moody's and AA+ from S&P.
- Explore opportunities to reduce the City's overall debt burden and improve the cash status of the Maplewood Community Center, English/36 Project, and Ambulance Service funds.
- Prepare and distribute the Comprehensive Annual Financial Report for 2016 by June 30, 2017.
- Prepare and distribute the 2018-2022 Capital Improvement Plan by September 1, 2017.
- Prepare and distribute the proposed 2018 Budget for City Council review by December 30, 2016.
- Submit 2016 CAFR to Government Finance Officers Association to receive the Certificate of Achievement for Excellence in Financial Reporting Award.
- Submit 2017 Budget to Government Finance Officers Association to receive the Distinguished Budget Presentation Award.
- Update the city's financial policies and review internal controls systems to ensure safety of assets.
- Timely completion of the city's external audit with minimal audit adjusting entries.
- Mentor and cross-train staff members to provide for efficiency and smooth transitioning as seasoned employees leave the workplace.

2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY Reserve Funding – Facilities and Equipment	• Determine financing sources for capital items. • Establish replacement fund reserves.
FINANCIAL STABILITY General Fund Reserves	• Explore opportunities to diversify the City's revenue stream through franchise fees and grants. • Annual budget preparation. • Evaluate the efficiency and effectiveness of City services. • Set appropriate fees to recover cost of services. • Communicate and share financial information with City Council and Department Heads. • Monitor expenditures within approved budgets. • Maintain a long-term financial management plan.

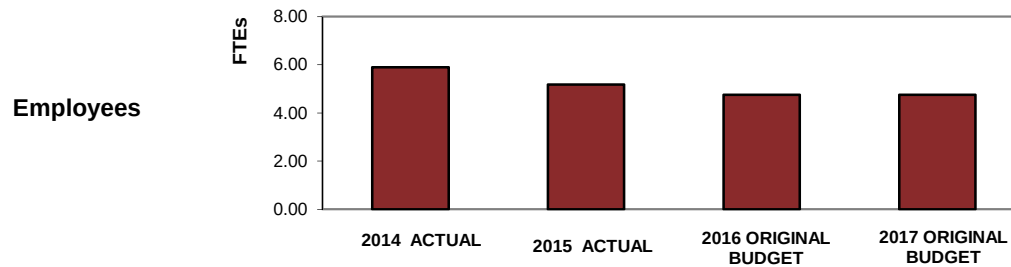
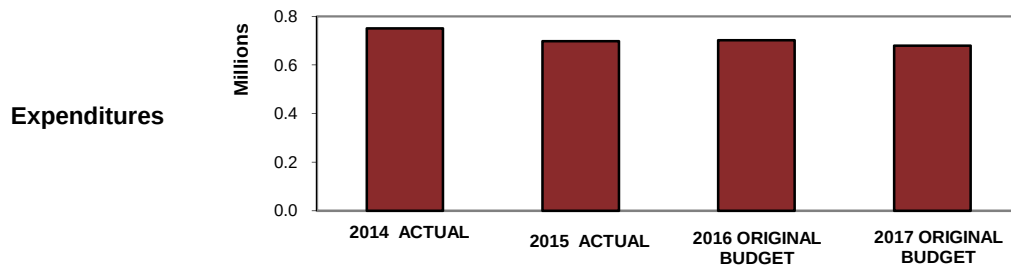
FINANCE DEPARTMENT

FINANCIAL STABILTY Budget	• Manage project budgets. • Evaluate the best use of LGA funding. • Maintain or improve the City's AA+ bond rating.
COORDINATED COMMUNICATION Communication	• Maintain department participation in financial processes to successfully implement communication strategy.
EFFECTIVE GOVERNANCE Decisions/Strategic Plan	• Ensure action steps are supported by the budget.
OPERATIONAL EFFECTIVENESS Collaboration/Shared Services	• Review utility billing contracts annually.
OPERATIONAL EFFECTIVENESS Survey Results	• Continue to improve access to online financial data.

FINANCE

EXPENDITURE SUMMARY

	2014	2015	2016	2017	PERCENT
	ACTUAL	ACTUAL	ORIGINAL BUDGET	BUDGET	OVER(UNDER) 2016 BUDGET
Total By Program					
Administration	\$327,993	\$327,867	\$344,200	\$340,910	-1.0%
Finance Services	423,164	370,155	358,490	338,090	-5.7%
Totals	751,157	698,022	702,690	679,000	-3.4%
Total By Classification					
Personnel Services	597,104	560,406	538,150	539,400	0.2%
Commodities	11,100	2,987	6,680	7,780	16.5%
Contractual Services	117,389	110,618	125,860	131,820	4.7%
Capital Outlay & Depreciation	0	0	0	0	N/A
Other Charges	25,564	24,011	32,000	0	-100.0%
Totals	751,157	698,022	702,690	679,000	-3.4%
Total By Fund					
General Fund	751,157	698,022	702,690	679,000	-3.4%
Totals	\$751,157	\$698,022	\$702,690	\$679,000	-3.4%
Number of Employees (FTE)	5.90	5.17	4.75	4.75	0.0%



Department: Finance
Program: Administration

Fund # : 101
Program # : 201

Program Description

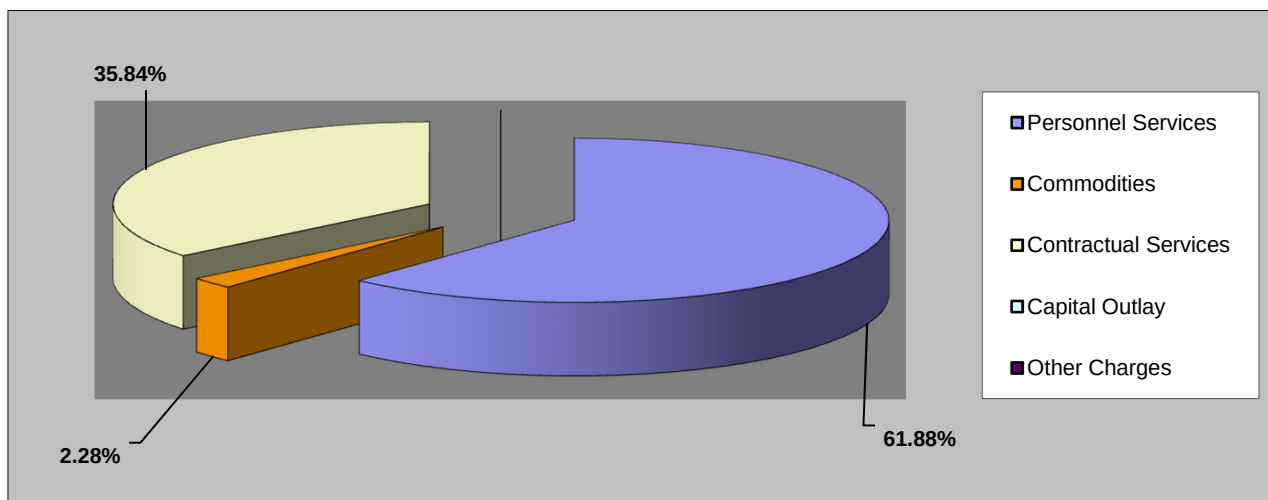
To manage department operations, borrow money to finance city expenditures, invest city money, prepare and monitor the annual city budget and prepare the annual update of the city's five-year capital improvement plan.

Program Expenditure Highlights

No significant change in the Finance Administration budget for 2017. A new finance director was hired in 2016.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 206,737	\$ 219,267	\$ 220,210	\$ 210,940
Commodities	11,100	2,987	6,680	7,780
Contractual Services	110,161	105,613	117,310	122,190
Capital Outlay	-	-	-	-
Other Charges	(5)	-	-	-
Total	\$ 327,993	\$ 327,867	\$ 344,200	\$ 340,910
Percent Change		(-0.0%)	5.0%	(-1.0%)
Full-Time Equivalent positions	1.50	1.50	1.50	1.50

Program Expenditures by Classification



Department:	Finance	Fund #:	101
Program:	Administration	Program #:	201

	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
Performance Measures				
<u>OUTPUTS/WORKLOAD</u>				
Received GFOA CAFR Award	Yes	Yes	Yes	Yes
Received GFOA Budget Award	Yes	Yes	Yes	Yes
<u>PERFORMANCE MEASURES</u>				
Rate of Return on Investment Portfolio	N/A	N/A	Yes	Yes
Meets or exceeds rate of return on 1-Year T-Bill				

COMMENTS

Department: Finance
Program: Finance Services

Fund # : 101
Program # : 202

Program Description

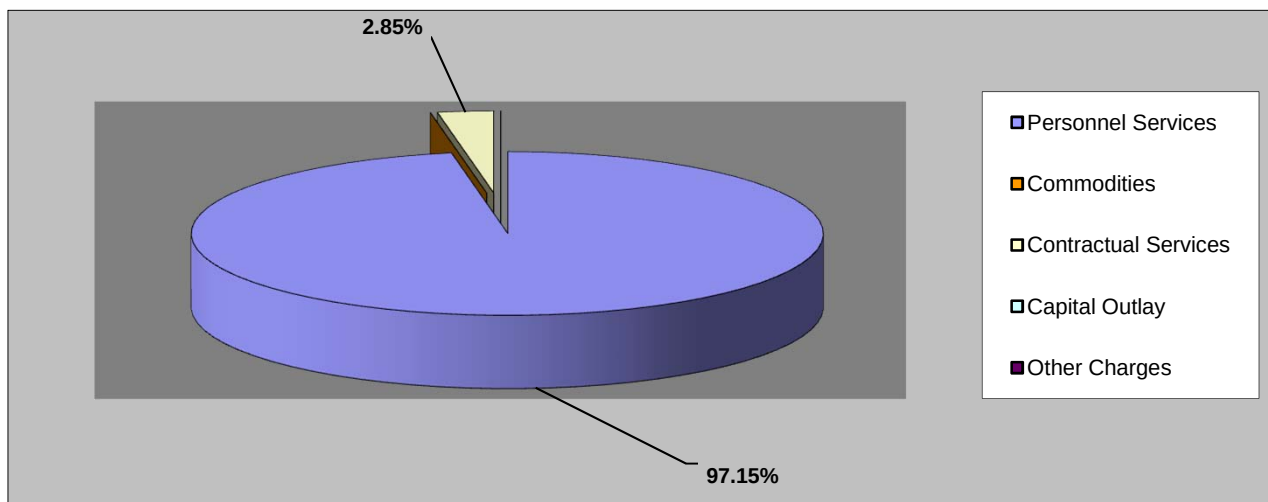
To collect and deposit revenues, disburse money to pay vendors and employees, maintain accounting records, prepare financial reports, maintain adequate insurance coverage, and assist with the preparation of the annual city budget and five-year capital improvement plan.

Program Expenditure Highlights

The City implemented an Early Retirement Incentive Program in 2014-2015 and two employees from this program took advantage of it. Personnel costs were reduced in 2016 because of this program.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 390,367	\$ 341,139	\$ 317,940	\$ 328,460
Commodities	-	-	-	-
Contractual Services	7,228	5,005	8,550	9,630
Capital Outlay	-	-	-	-
Other Charges	25,569	24,011	32,000	-
Total	\$ 423,164	\$ 370,155	\$ 358,490	\$ 338,090
Percent Change		(-12.5%)	(-3.2%)	(-5.7%)
Full-Time Equivalent positions	4.40	3.67	3.25	3.50

Program Expenditures by Classification



Department: Finance
Program: Finance Services

Fund #: 101
Program #: 202

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of invoices paid	10,709	10,299	10,500	10,500
Number of payroll checks and direct deposits	9,473	9,069	9,000	8,000
<u>PERFORMANCE MEASURES</u>				
Percent of invoices paid by purchasing cards	69%	68%	69%	70%
Percent of employees paid by direct deposit	97.3%	98.2%	97.6%	99%

COMMENTS

The percent of benefit earning employees paid by direct deposit has gradually increased each year since 1995 when it was first offered as an option. Beginning in 2001, all new employees were required to enroll in the direct deposit program. All temporary/casual employees are strongly encouraged to enroll. The Maplewood Community Center operations have been taken over by the YMCA. Beginning in November of 2016, community center employees are employees of the YMCA rather than the City.

FIRE DEPARTMENT / EMERGENCY MEDICAL SERVICES

Steve Lukin, Fire Chief

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651-249-2802

Michael Mondor, Chief of EMS

michael.mondor@maplewoodmn.gov

651-249-2822



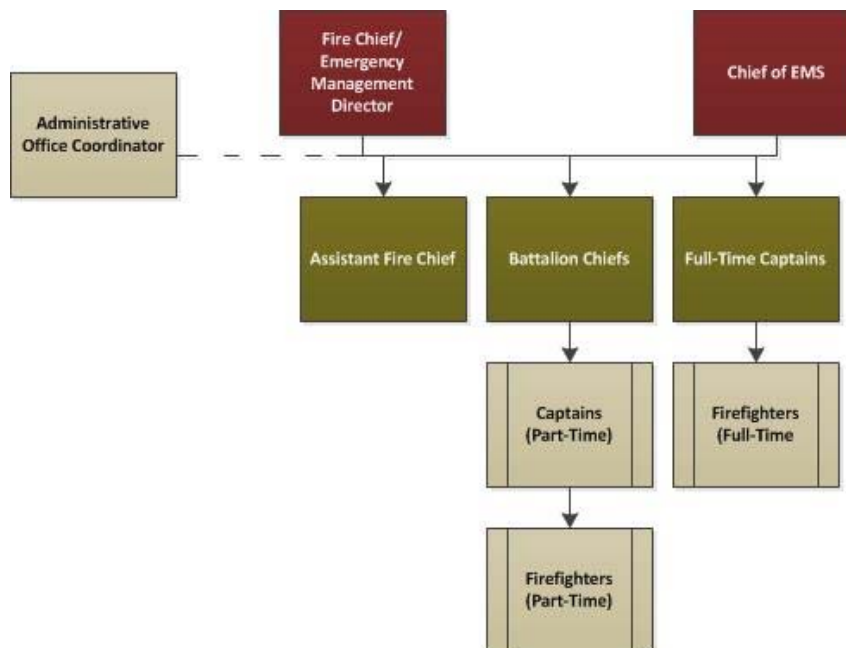
DEPARTMENT OVERVIEW

The Department consists of 21 Full-Time and 32 Part-Time/Casual employees. Our main goal is to provide exceptional emergency and non-emergency services to our community. The department is focused on ensuring the safety of our community through prevention, preparedness and response.

SERVICE AREAS

- Fire suppression
- Community Risk Reduction
- Fire Prevention
- Emergency preparedness education
- Emergency Management planning
- Emergency Medical Services
- Life safety inspections
- EMS Prevention/Mobile Integrated Healthcare
- EMS education
- Community outreach

DEPARTMENT ORGANIZATIONAL CHART



FIRE DEPARTMENT

MISSION STATEMENT

The employees of the Maplewood Fire Department pledge the highest quality of service to meet our customers' needs. We further commit to our customers continued public and employee education, fire prevention and emergency response. We will provide these services in a safe, professional and effective manner.

2017 DEPARTMENTAL GOALS

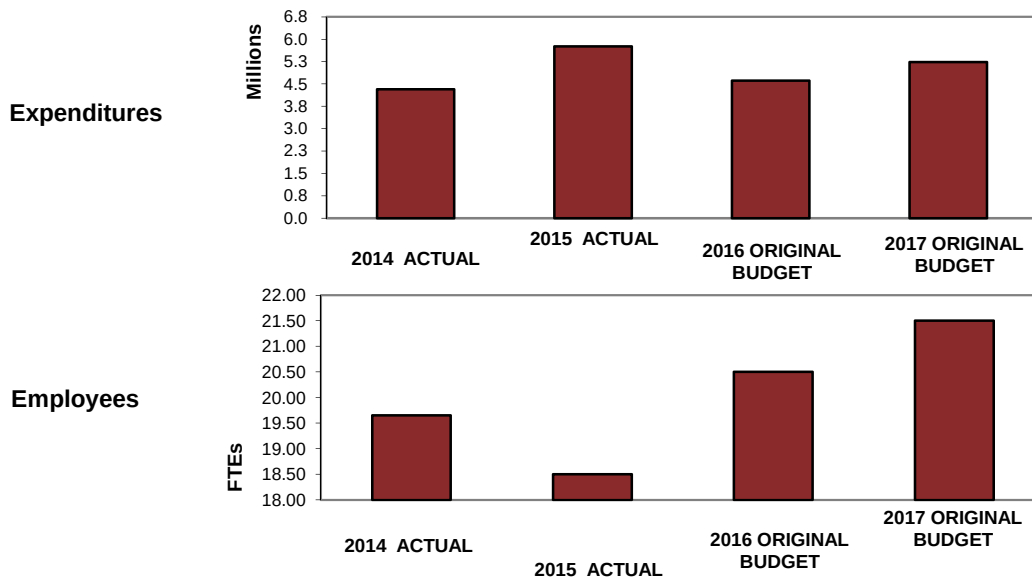
- Respond to 90% of the emergency response calls within eight (8) minutes.
- Ensure response capacity for fire and high acuity EMS events while ensuring firefighter safety.
- Update and refine emergency preparedness plans.
- Explore and evaluate public and private partnership opportunities
- Evaluate new ways of becoming more efficient.
- Begin to develop a plan to address low acuity medical calls.
- Enhance community risk reduction programs (Fire and EMS)

2017 STRATEGIC PLAN - ACTION STEPS

FINANCIAL STABILITY General Fund Reserves	• Explore leasing versus purchasing fire department apparatus and equipment. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets. • Evaluate additional fee for service models to recover cost of services
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.
OPERATIONAL EFFECTIVENESS Collaboration/Shared Services	• Implement Fire auto aid/closest unit dispatching. • Implement shared deployment model with EMS partners • Develop partnership to help address impact of low acuity medical calls. • Explore community risk reduction/community paramedic partnership opportunities • Develop citywide AED procurement, maintenance and training program for all city buildings and response vehicles
OPERATIONAL EFFECTIVENESS Survey Results	• Develop Fire/EMS survey that is deliverable on multiple platforms (Text, Web Based, Mailer, etc.)

FIRE EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Administration	\$577,009	\$567,087	\$573,840	\$357,230	-37.7%
Emergency Management	7,693	6,660	9,550	9,590	0.4%
Emergency Medical Services	2,237,524	2,355,538	2,367,800	2,517,240	6.3%
Fire Facilities & Equipment	0	1,342,181	83,400	680,000	715.3%
Fire Prevention	89,817	84,667	91,360	94,100	3.0%
Fire Suppression	1,408,040	1,398,990	1,480,370	1,579,980	6.7%
Totals	4,320,083	5,755,123	4,606,320	5,238,140	13.7%
Total By Classification					
Personnel Services	3,033,936	3,168,080	3,152,740	3,238,690	2.7%
Commodities	231,369	204,945	244,150	269,150	10.2%
Contractual Services	788,173	997,175	842,510	1,027,130	21.9%
Capital Outlay and Depreciation	54,575	1,170,833	143,170	703,170	391.1%
Other Charges	212,030	214,090	223,750	0	-100.0%
Totals	4,320,083	5,755,123	4,606,320	5,238,140	13.7%
Total By Fund					
Ambulance Service Fund	2,449,554	2,569,628	2,591,550	2,517,240	-2.9%
Fire Station #M Fund	0	297,674	9,500	0	-100.0%
Fire Equipment Fund	0	2,093	73,900	630,000	752.5%
Fire Training Facility Fund	0	1,042,414	0	50,000	N/A
General Fund	1,870,529	1,843,314	1,931,370	2,040,900	5.7%
Totals	\$4,320,083	\$5,755,123	\$4,606,320	\$5,238,140	13.7%
Number of Employees (FTE)	19.65	18.50	20.50	21.50	4.9%



Department: Fire
Program: Administration

Fund # : 101 & 606
Program # : 411

Program Description

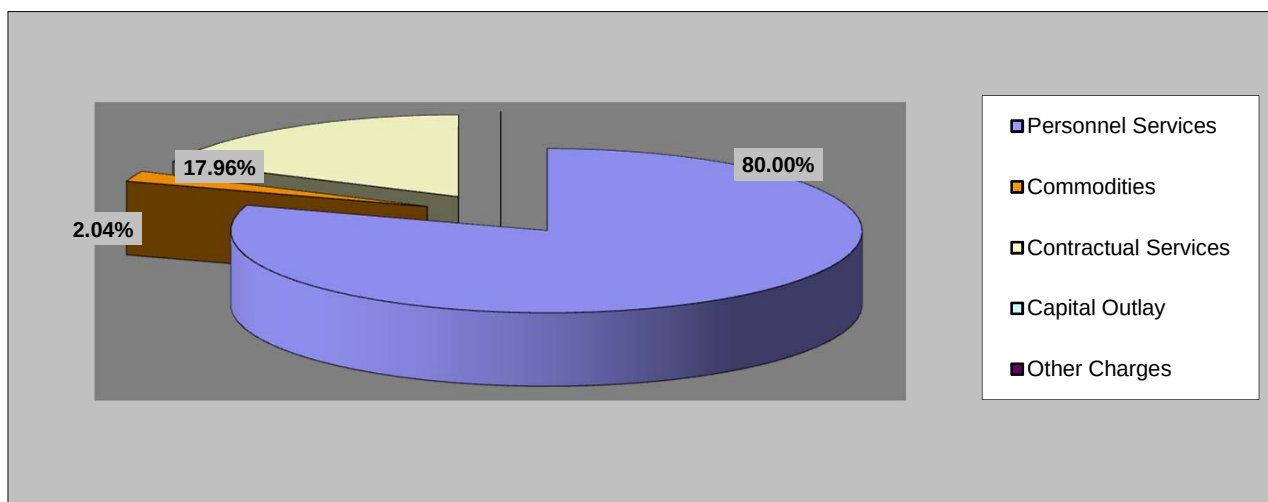
To provide administration, clerical and payroll support to all programs within the Fire Department.

Program Expenditure Highlights

The administrative charge to the General Fund was eliminated in 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 298,785	\$ 289,288	\$ 277,620	\$ 285,780
Commodities	10,279	5,461	7,300	7,300
Contractual Services	55,915	58,248	65,170	64,150
Capital Outlay	-	-	-	-
Other Charges	212,030	214,090	223,750	-
Total	\$ 577,009	\$ 567,087	\$ 573,840	\$ 357,230
Percent Change		(-1.7%)	1.2%	(-37.7%)
Full-Time Equivalent positions	2.25	1.88	1.88	1.88

Program Expenditures by Classification



Department:	Fire	Fund #:	101 & 606
Program:	Administration	Program #:	411

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
Number of staff meetings held	40	39	40	40
Number of part-time staff	44	32	32	32
<u>EFFECTIVENESS INDICATORS</u>				
Per capita cost excluding ambulance service	\$53	\$47	\$47	\$49
False alarm violations	187	202	180	180
Additions of new part-time firefighters	6	6	5	5

COMMENTS

Note: Estimated population according to the Environmental & Economic Development is as follows:

2014 – 39,054
 2015 – 40,507
 2016 – 40,894
 2017 – 41,220

Department: Fire
Program: Emergency Management

Fund # : 101
Program # : 413

Program Description

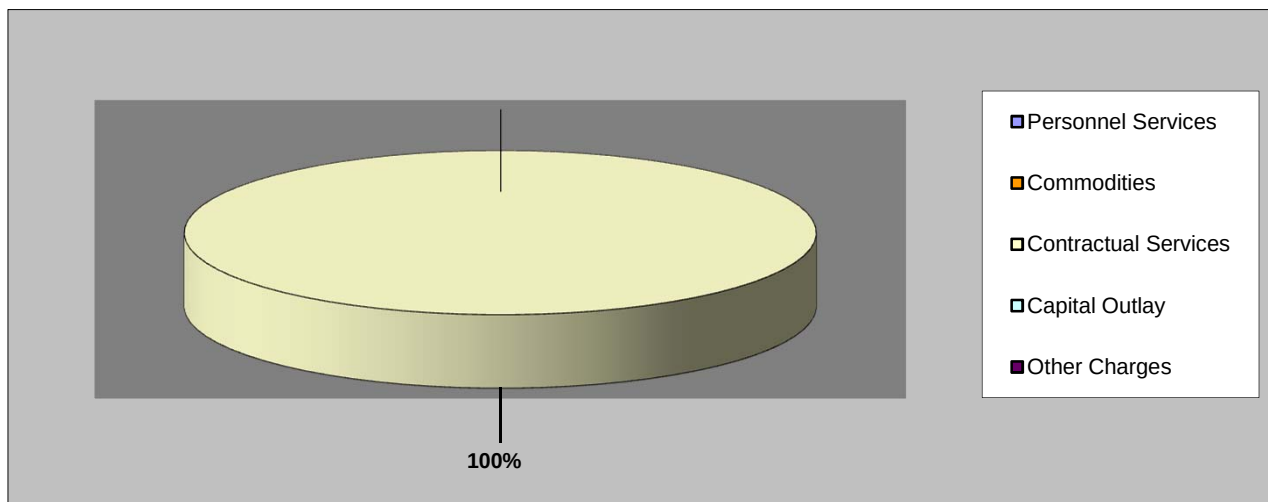
To assist key officials and emergency services in carrying out their duties and responsibilities under emergency conditions.

Program Expenditure Highlights

Accounts for supplies and fees needed for the emergency management program within the City.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	7,693	6,660	9,550	9,590
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 7,693	\$ 6,660	\$ 9,550	\$ 9,590
Percent Change		(-13.4%)	43.4%	0.4%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department:	Fire	Fund #:	101
Program:	Emergency Management	Program #:	413

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
City plan updated	Yes	Yes	Yes	Yes
Meetings/training sessions attended	40	40	40	35
<u>PERFORMANCE MEASURES</u>				
Hours spent updating City plan	25	32	30	30
Hours spent on all hazardous planning	40	39	35	35
Number of grants	1	1	1	1

COMMENTS

We continue to upgrade the city's emergency action plan and meet monthly with Ramsey County emergency management staff to facilitate on-going training and planning. We will continue to apply for grants that will improve our plan and emergency management readiness to respond.

Department: Fire
Program: Emergency Medical Services

Fund # : 101 & 606
Program # : 403,412

Program Description

To provide Emergency Medical Services, including emergency medical treatment and transport; sponsor and participate in public education and community awareness efforts to promote first aid skills, healthy living and accident reduction.

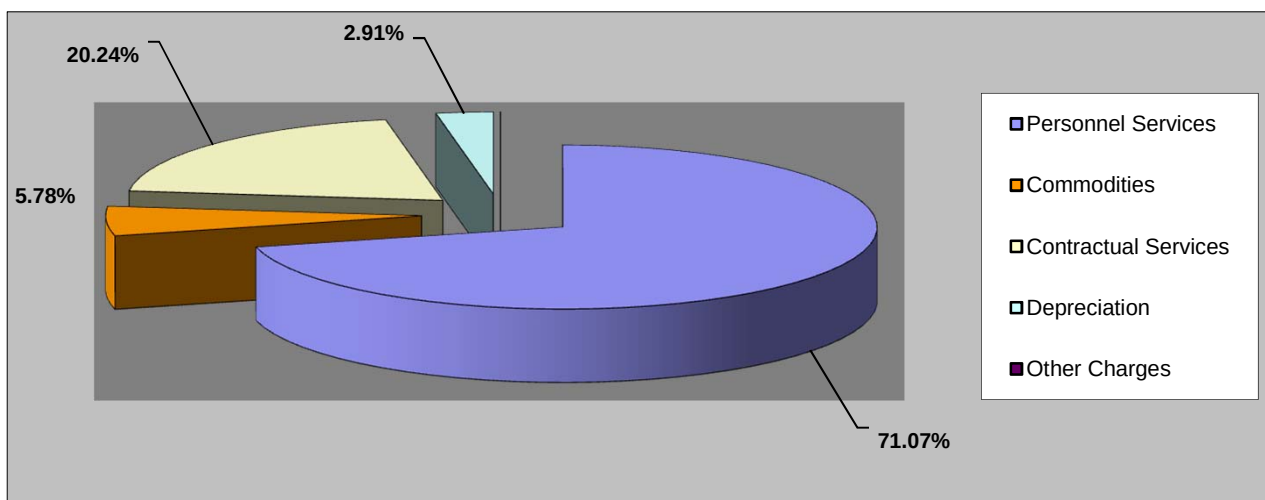
Program Expenditure Highlights

Two full-time firefighters were added in 2016. 1.2 FTE was allocated to this program. An additional .6 FTE was added for 2017

Also in 2016, instead of purchasing vehicles, the City has entered into leases for 3 of the administration vehicles. The portion allocated to this program is accounted for under contractual services.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 1,652,704	\$ 1,765,117	\$ 1,741,810	\$ 1,789,040
Commodities	120,698	127,294	127,500	145,500
Contractual Services	409,547	397,057	425,320	509,530
Depreciation	54,575	66,070	73,170	73,170
Other Charges	-	-	-	-
Total	<u>\$ 2,237,524</u>	<u>\$ 2,355,538</u>	<u>\$ 2,367,800</u>	<u>\$ 2,517,240</u>
Percent Change		5.3%	0.5%	6.3%
Full-Time Equivalent positions	<u>10.66</u>	<u>10.13</u>	<u>11.33</u>	<u>11.93</u>

Program Expenditures by Classification



Department: Fire
Program: Emergency Medical Services

Fund #: 101 & 606
Program #: 403,412

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Total EMS calls	4,296	4,506	4,510	4,869
Medical Emergent	1,033	1,062	1,033	1,110
Medical High Acuity	993	1,005	1,066	1,107
Medical Non-Emergency	2,189	2,278	2,239	2,410
Medical Not Categorized	81	161	175	157
Total Transports	3,246	3,279	3,444	3,306
Number of Community Risk Reduction Events	NM.	NM	NM	36
Number of Community Paramedic Home Visits	NM	NM	NM	200
<u>PERFORMANCE MEASURES</u>				
% of medical response time of eight minutes or less	85%	86%	87%	87%
Number of multiple EMS responses by patient	145	166	125	110
Total EMS run impact of multiple EMS responses for same patient	345	454	268	250
Average reimbursement rate/per transport	\$692	\$681	\$680	\$675

COMMENTS

Our total EMS calls increased by 5% in 2015. The EMS division updated its performance metrics in 2016-2017 to better detail the types of responses and to include community risk reduction activities for the future. As EMS community risk reduction efforts are in their infancy the preliminary estimates are rough and subject to change as they are largely tied to the ability to create public and private partnerships.

The EMS department also changed its effectiveness indicators to include number of multiple EMS responses by patient, this metric will assist in measuring the effectiveness of community risk reduction efforts. The number of multiple EMS responses by patient indicator lists how many patients have utilized EMS resources more than one time in the calendar year. The total EMS run impact quantifies the total volume that was added due to multiple EMS responses by patient. Example: in 2015, 166 patients received EMS services more than once in 2015. Some patients received service multiple times. So, 166 patients represented 454 EMS patient contacts. One of the aims of community risk reduction and community paramedicine is to identify trends and ensure that all of our citizens have appropriate access to healthcare.

The addition of average reimbursement rate/per transport will aid in monitoring reimbursement trends and financial impacts on the EMS system.

NM-Represents outputs/workload that weren't previously measured.

Department: Fire
Program: Fire Prevention

Fund # : 101
Program # : 405

Program Description

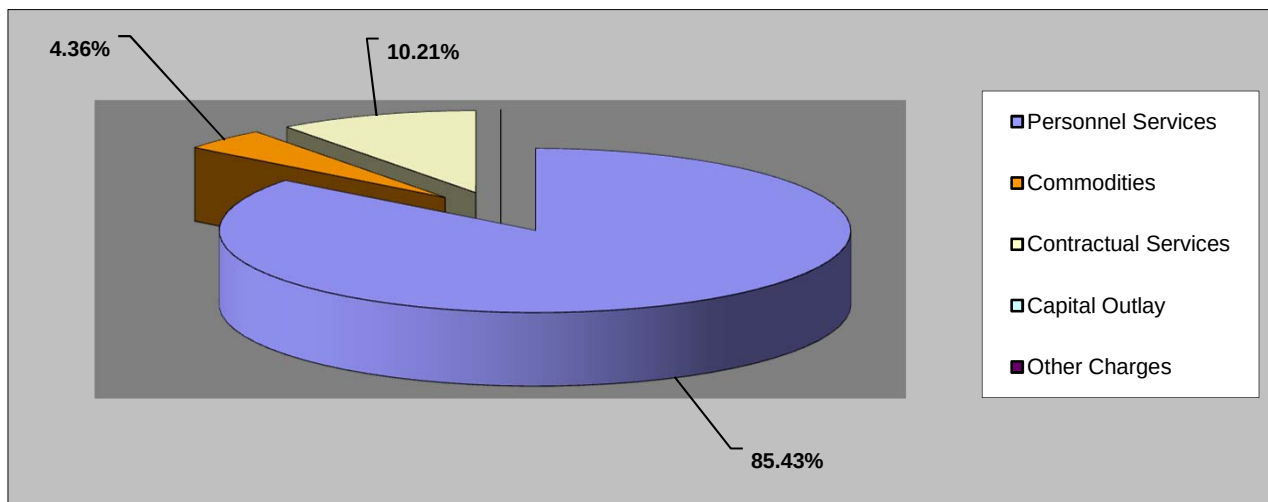
To provide preservation of life and property to the citizens by way of fire prevention, education and code enforcement.

Program Expenditure Highlights

No significant change in the Fire Prevention budget for 2016.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 78,559	\$ 77,986	\$ 77,850	\$ 80,390
Commodities	3,824	3,177	4,100	4,100
Contractual Services	7,434	3,504	9,410	9,610
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 89,817	\$ 84,667	\$ 91,360	\$ 94,100
Percent Change		(-5.7%)	7.9%	3.0%
Full-Time Equivalent positions	0.50	0.50	0.50	0.50

Program Expenditures by Classification



Department:	Fire	Fund #:	101
Program:	Fire Prevention	Program #:	405

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Budget</u>
<u>OUTPUTS/WORKLOAD</u>				
Safety inspections	674	778	650	550
Fire plan reviews	51	46	45	20
Community education events	29	23	30	20
<u>EFFECTIVENESS INDICATORS</u>				
Number of reinspections	220	321	200	150
Fire investigations	11	10	10	10
Participants in fire prevention training	1,500	1,593	1,500	1,200

COMMENTS

Fire Investigations: Six in Maplewood
 Four in other cities in Ramsey County with Ramsey County Fire Investigation Team

Department: Fire
Program: Fire Suppression

Fund # : 101
Program # : 404

Program Description

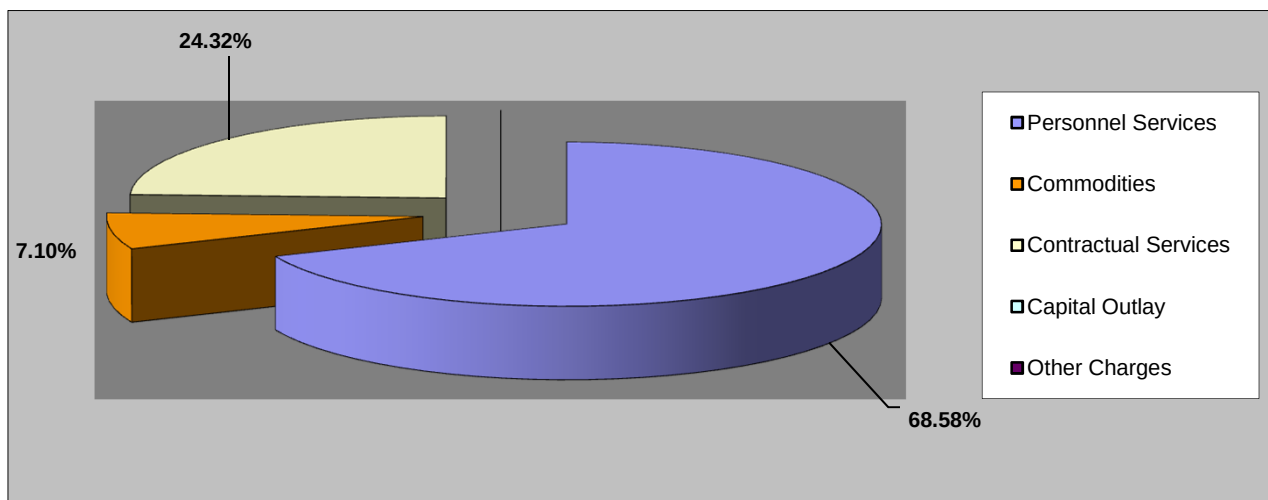
To provide the highest level of fire suppression services to our customers in a timely and professional manner.

Program Expenditure Highlights

Two full-time firefighters were added in 2016, with 0.8 FTE allocated to this program. An additional .40 FTE was added in 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 1,003,888	\$ 1,035,689	\$ 1,055,460	\$ 1,083,480
Commodities	96,568	69,013	105,250	112,250
Contractual Services	307,584	294,288	319,660	384,250
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 1,408,040	\$ 1,398,990	\$ 1,480,370	\$ 1,579,980
Percent Change		(-0.6%)	5.8%	6.7%
Full-Time Equivalent positions	6.24	6.00	6.80	7.20

Program Expenditures by Classification



Department:	Fire	Fund #:	101
Program:	Fire Suppression	Program #:	404

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
<u>OUTPUTS/WORKLOAD</u>				
Population served:	39,054	40,567	40,894	41,220
MAPLEWOOD				
Total of all types of fire calls	562	583	600	625
Total structure fires	24	45	40	35
Total other fire (vehicles, grass, rubbish)	45	54	40	36
False alarm calls	223	240	225	225
 Total EMS calls	 4,296	 4,506	 4,510	 4,869
Total calls	4,858	5,089	5,110	5,494
<u>EFFECTIVENESS INDICATORS</u>				
Percent of emergency response times of eight minutes or less	80%	81.4%	78%	80%
Percent of emergency response times greater than eight minutes	20%	18.6%	22%	20%

COMMENTS

This year we have updated its performance metrics to better detail the different types of fire related responses.

Department: Fire
Program: Fire Capital Funds

Fund # : 101
Program # : 424,432,440

Program Description

To provide the highest level of fire suppression services to our customers in a timely and professional manner.

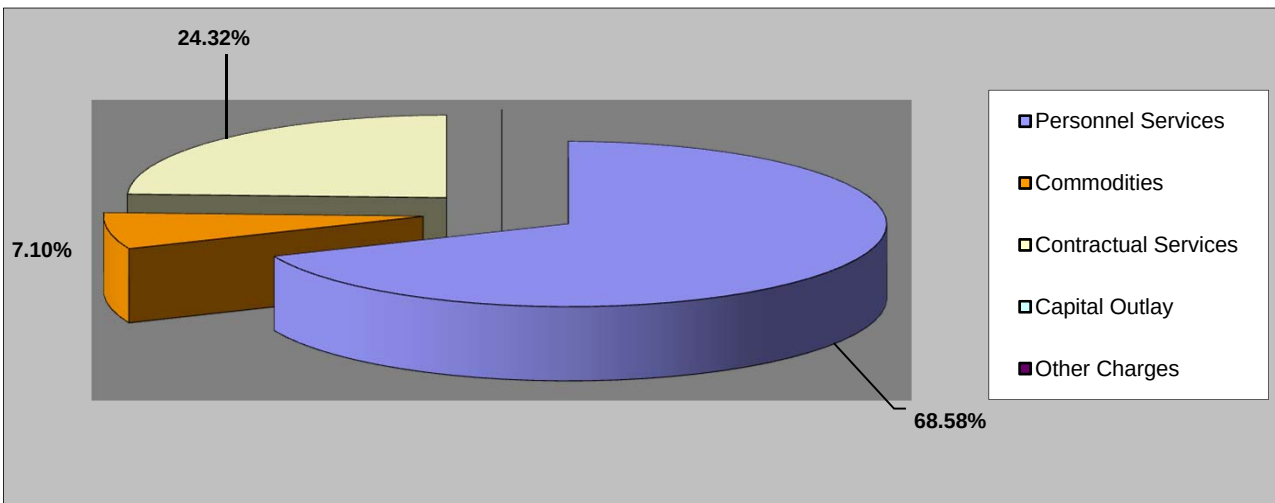
Program Expenditure Highlights

The Fire Equipment Fund (424) funds equipment purchases. The Fire SM Station Fund is a capital project fund for the 3M station. The Fire Training Facility Fund (440) is a capital project fund for the joint powers training facility. Data was not included for 2014.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	237,418	13,400	50,000
Capital Outlay	-	1,104,763	70,000	630,000
Other Charges	-	-	-	-
Total	\$ -	\$ 1,342,181	\$ 83,400	\$ 680,000
Percent Change		100.0%	(-93.8%)	715.3%

Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



INFORMATION TECHNOLOGY DEPARTMENT

Mychal Fowlds, Information Technology Director

mychal.fowlds@maplewoodmn.gov 651-249-2923



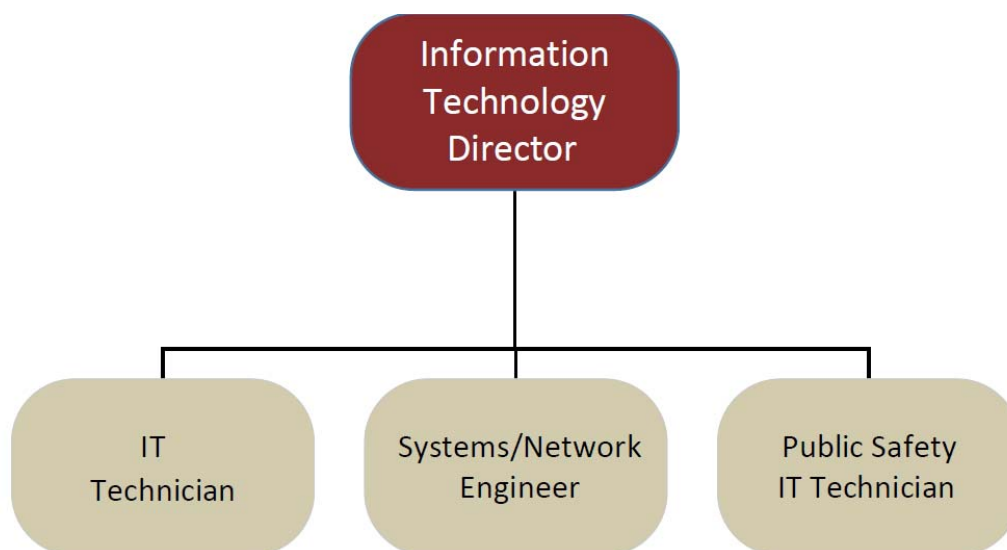
DEPARTMENT OVERVIEW

The Information Technology Department exists to support the technology needs of City employees. The department ensures that the core applications and systems used by City staff are functioning as expected at all times. The IT Department also assists with the City's website, taping of City meetings and GIS services.

SERVICE AREAS

- Application support
- Network support
- IT Helpdesk
- Website maintenance
- GIS services
- Process improvement
- Production services

DEPARTMENT ORGANIZATIONAL CHART



MISSION STATEMENT

To provide the most effective information technology services and support possible to the City of Maplewood staff and citizens.

INFORMATION TECHNOLOGY DEPARTMENT

2017 DEPARTMENTAL GOALS

- Improve helpdesk responsiveness and support of City staff.
- Improve support and knowledge of current City applications.
- Work with staff to automate routine processes and improve efficiencies.
- Continue to implement mobile technologies to increase staff efficiency.
- Participate in State Electronics Challenge
- Implement Planning/Permitting software applications for 2017 implementation.
- Assist in implementing asset management application.
- Continue to explore collaborating with other agencies to gain efficiencies.
- Evaluate creation of power user's within each department.
- Create resource directory for employees.

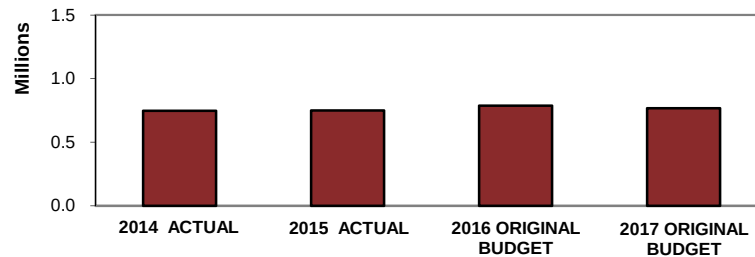
2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Citizen Engagement	• Create Fix-it form and make available on website for citizens to submit work tickets to the city. • Implement system to allow for online job application submissions. • Explore feasibility to hire a communications position to manage city social media plan and communications.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy. • Develop and implement programming policy [contingent on city franchise with Mediacom/CenturyLink].
OPERATIONAL EFFECTIVENESS Collaboration/Shared Services	• Identify areas where Metro-Inet is an option for increased purchasing power.
OPERATIONAL EFFECTIVENESS Survey Results	• Allow for more online business. • Utilize Citizen Engagement tools to better understand what service improvements are wanted.

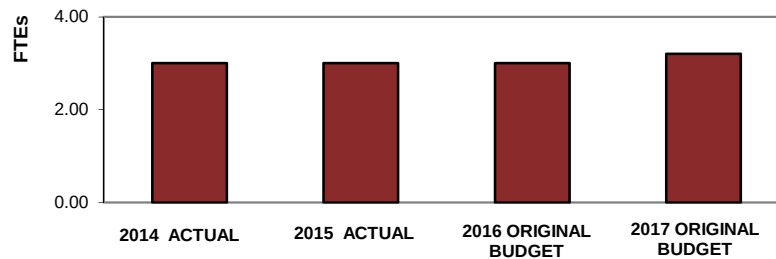
INFORMATION TECHNOLOGY EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Information Technology Services	\$745,971	\$749,744	\$787,200	\$766,250	-2.7%
Totals	745,971	749,744	787,200	766,250	-2.7%
Total By Classification					
Personnel Services	354,027	370,687	375,530	377,880	0.6%
Commodities	96,077	114,768	99,800	95,650	-4.2%
Contractual Services	276,553	240,431	288,410	258,160	-10.5%
Capital Outlay and Depreciation	19,229	22,865	22,870	34,560	51.1%
Other Charges	85	993	590	0	-100.0%
Totals	745,971	749,744	787,200	766,250	-2.7%
Total By Fund	745,971	749,744	787,200	766,250	-2.7%
Information Technology Fund	\$745,971	\$749,744	\$787,200	\$766,250	-2.7%
Totals					
Number of Employees (FTE)	3.00	3.00	3.00	3.20	6.7%

Expenditures



Employees



Department: Information Technology
Program: Information Technology Services

Fund # : 703
Program # : 118

Program Description

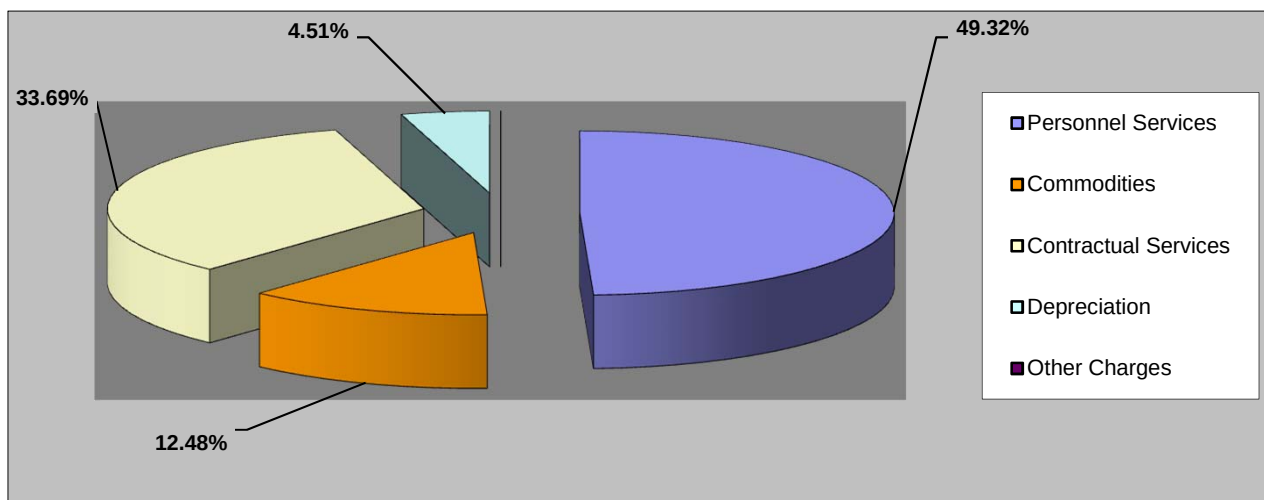
To provide and support internal information systems and create external interfaces that facilitates access to city information.

Program Expenditure Highlights

No significant change in the Information Technology budget for 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 354,027	\$ 370,687	\$ 375,530	\$ 377,880
Commodities	96,077	114,768	99,800	95,650
Contractual Services	276,553	240,431	288,410	258,160
Depreciation	19,229	22,865	22,870	34,560
Other Charges	85	993	590	-
Total	\$ 745,971	\$ 749,744	\$ 787,200	\$ 766,250
Percent Change		0.5%	5.0%	(-2.7%)
Less charges to other depts.	(693,680)	(693,680)	(787,200)	(763,250)
Net Total	52,291	56,064	0	3,000
Full-Time Equivalent positions	3.00	3.00	3.00	3.00

Program Expenditures by Classification



Department:	Information Technology	Fund #:	703
Program:	Information Technology Services	Program #:	118

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of devices supported	789	841	850	850
Number of applications supported	No Data	No Data	55	60
Number of help desk requests	1,945	2,119	2,000	2,000
<u>PERFORMANCE MEASURES</u>				
Percent of helpdesk tickets closed within SLA timeframe	75%	76%	80%	83%
Percent of internal customers rating services as good or excellent	87%	76%	85%	87%
Percent of uptime for core applications/infrastructure	No Data	No Data	99.00%	99.20%

COMMENTS

We've adjusted some of our outputs and effectiveness indicators this year to better reflect our workload and how we measure ourselves. We've been collecting data in the new areas and will report on all measures beginning with the 2017 budget document.

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Maplewood



LEGISLATIVE DEPARTMENT

Melinda Coleman, City Manager

melinda.coleman@maplewoodmn.gov 651-249-2055



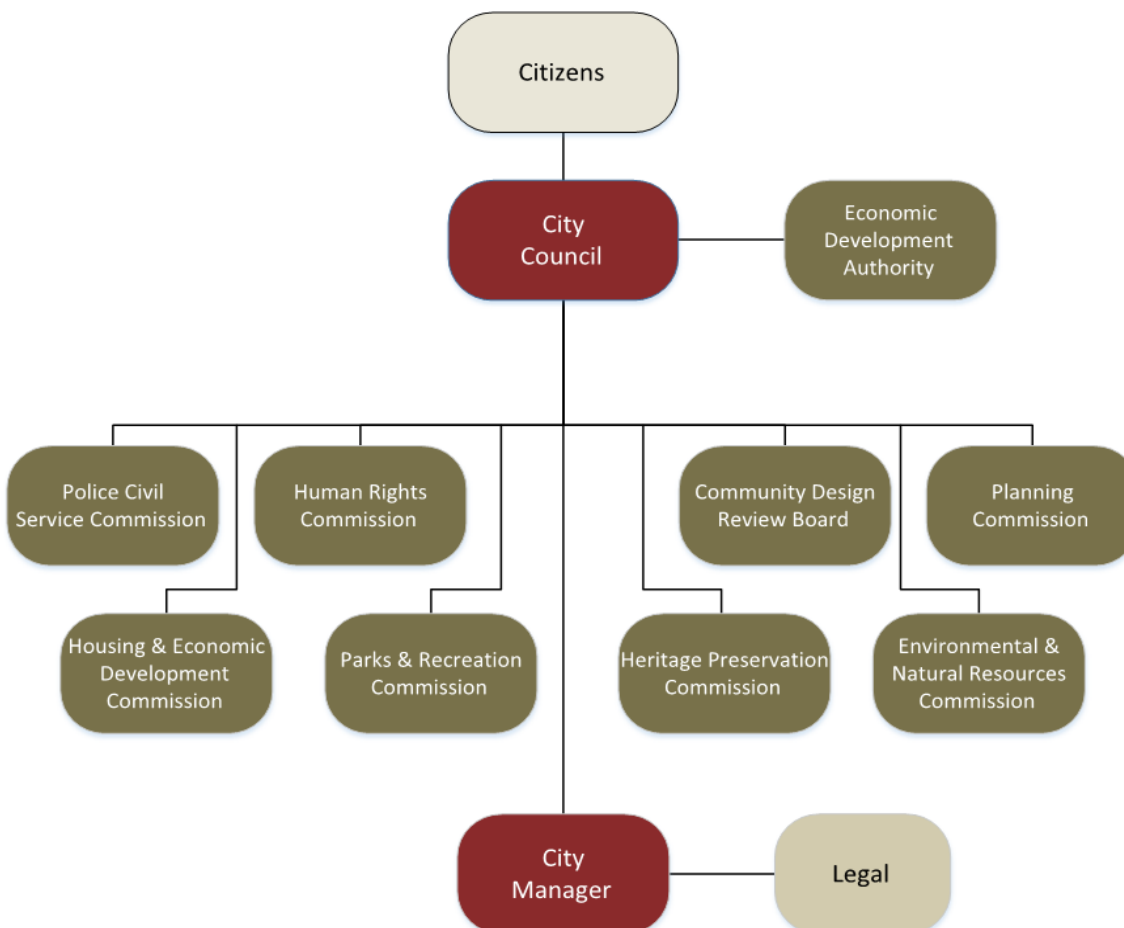
DEPARTMENT OVERVIEW

The Legislative Department represents the residents of Maplewood through its elected City Council, Mayor, and appointed commissions. The City Council acts as the city's duly elected legislative body, which adopts local laws and policies and appoints the City Manager to execute them. The citizen commissions provide residents an opportunity to act in an advisory capacity to the City Council, reviewing citizen requests and providing recommendations.

SERVICE AREAS

- Debate and adopt local ordinances and policies
- Review citizen requests and provide recommendations to City Council

DEPARTMENT ORGANIZATIONAL CHART



LEGISLATIVE DEPARTMENT

MISSION STATEMENT

To provide for the establishment of policies and adoption of local laws for the public health, safety and welfare of the people of the City of Maplewood through the City Council as advised by various commissions and task forces as authorized by ordinance and appointment.

2017 DEPARTMENTAL GOALS

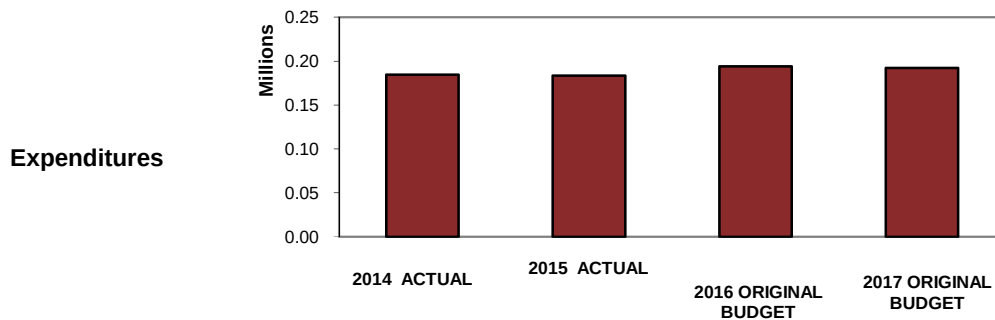
- Financial Sustainability - Maintain a positive financial position by balancing revenues and expenditures for operations, debt management, and capital improvements. Provide long-term sustainability of quality city services at a level that reflects community values and is supported by available resources.
- Coordinated Communication - Maplewood is an evolving community and will need to position itself for the future. Create a long-term vision that reflects our community identity and be able to effectively communicate a consistent, broad-based message and brand through a variety of mediums.
- Effective Governance - Maplewood is committed to effective governance. This begins with creating a culture that is built on trust, creating clearly defined expectations, and is focused on the city's long-range mission and vision.
- Targeted Redevelopment - Guide the type and intensity of residential development by leveraging resources to expand the tax base and create life-cycle/mixed housing options that meet the diversity of the community. Promote commercial development through green building efforts and innovation that supports existing infrastructure; and to create an environment for businesses to expand.
- Operational Effectiveness - The city values organizational efficiencies, which is based on performance measurement and accountability.

2016 STRATEGIC PLAN - ACTION STEPS

FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.
EFFECTIVE GOVERNANCE Council Meeting Decorum	• Mayor and commission chairs read rules of civility at the beginning of each meeting.

LEGISLATIVE EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Charitable Gambling	\$28,427	\$28,610	\$30,000	\$30,000	0.0%
City Council	156,121	154,905	161,940	162,180	0.1%
Human Rights Commission	0	0	0	0	N/A
Police Civil Service Commission	0	0	2,150	0	-100.0%
Totals	184,548	183,515	194,090	192,180	-1.0%
Total By Classification					
Personnel Services	66,025	64,442	66,270	66,270	0.0%
Commodities	4,831	4,533	4,300	5,450	26.7%
Contractual Services	113,692	114,540	123,520	120,460	-2.5%
Capital Outlay and Depreciation	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	184,548	183,515	194,090	192,180	-1.0%
Total By Fund					
Charitable Gambling Tax Fund	28,427	28,610	30,000	30,000	0.0%
General Fund	156,121	154,905	164,090	162,180	-1.2%
Totals	\$184,548	\$183,515	\$194,090	\$192,180	-1.0%
Number of Employees (FTE)	0.00	0.00	0.00	0.00	N/A



Department: Legislative
Program: Charitable Gambling

Fund # : 205
Program # : 000

Program Description

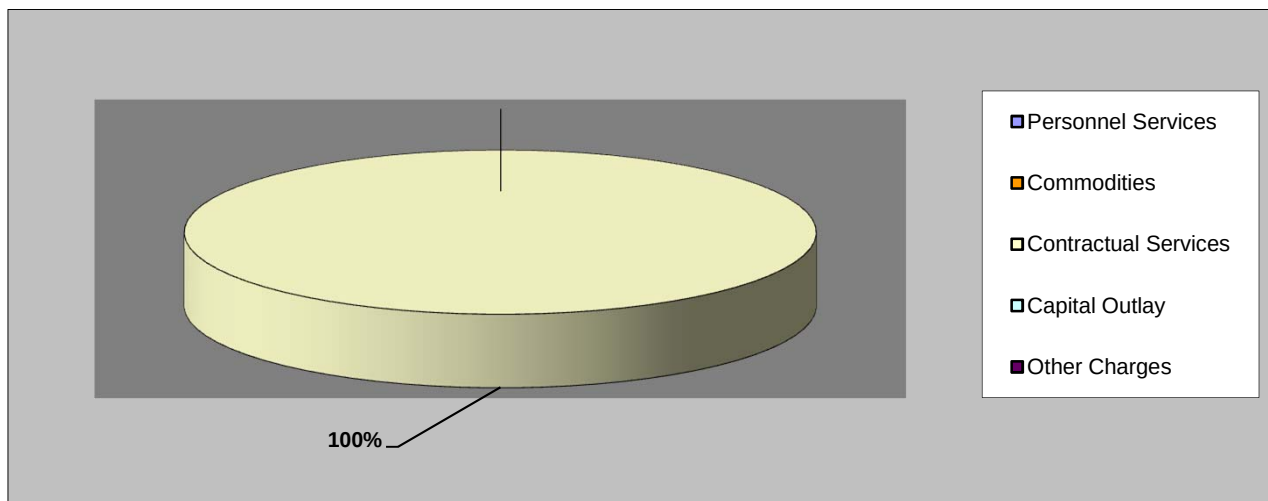
The Charitable Gambling Fund accounts for expenditures of the City gambling tax. The tax is ten percent of the net receipts of a licensed organization for lawful gambling. The City Council allocates the funds to agencies and departments that provide city-related services.

Program Expenditure Highlights

The requests approved by the City Council for 2016 are listed on the next page.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	28,427	28,610	30,000	30,000
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 28,427	\$ 28,610	\$ 30,000	\$ 30,000
Percent Change		0.6%	4.9%	0.0%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department:	Legislative	Fund #:	205
Program:	Charitable Gambling	Program #:	000

	2014	2015	2016	2017
Performance Measures	Actual	Actual	Estimate	Budget

OUTPUTS/WORKLOAD

Requests considered	24	23	23	24
Requests awarded	24	23	23	24

COMMENTS

The number of requests received and awarded has been fairly constant, but proceeds from the Charitable Gambling tax have receded in recent years.

The requests approved by the City Council for 2016 are as follows:

\$800	Ashland Productions
\$1,450	Boy Scouts of America Pack 9471
\$930	Carver Elementary PTO
\$440	CHILD Inc
\$790	Dispute Resolution Center
\$1,680	District 622 Education Foundation
\$1,280	Friends of Maplewood Nature Center
\$780	Fusion Drumline Parent Booster Organization
\$810	Hmong American Education Fund
\$1,260	ISD 622 Northern Lights Show Choir
\$420	LENA Youth Connect, Inc.
\$3,793	Maplewood Area Historical Society
\$810	Maplewood Monarchs S.O. Team
\$3,530	Maplewood Police Reserves
\$2,347	Maplewood Youth Scholarship Fund
\$2,040	North High School Robotics Team
\$400	Ramsey County Care Center
\$2,150	Ramsey County Fair
\$280	St. Jerome's Catholic School
\$710	Tubman Family Alliance
\$1,280	Weaver Elementary School
\$1,050	Webster Elementary School
\$970	White Bear Area YMCA
\$30,000	TOTAL

Department: Legislative
Program: City Council

Fund # : 101
Program # : 101

Program Description

To establish policy, adopt laws and appoint members of advisory commissions.

Program Expenditure Highlights

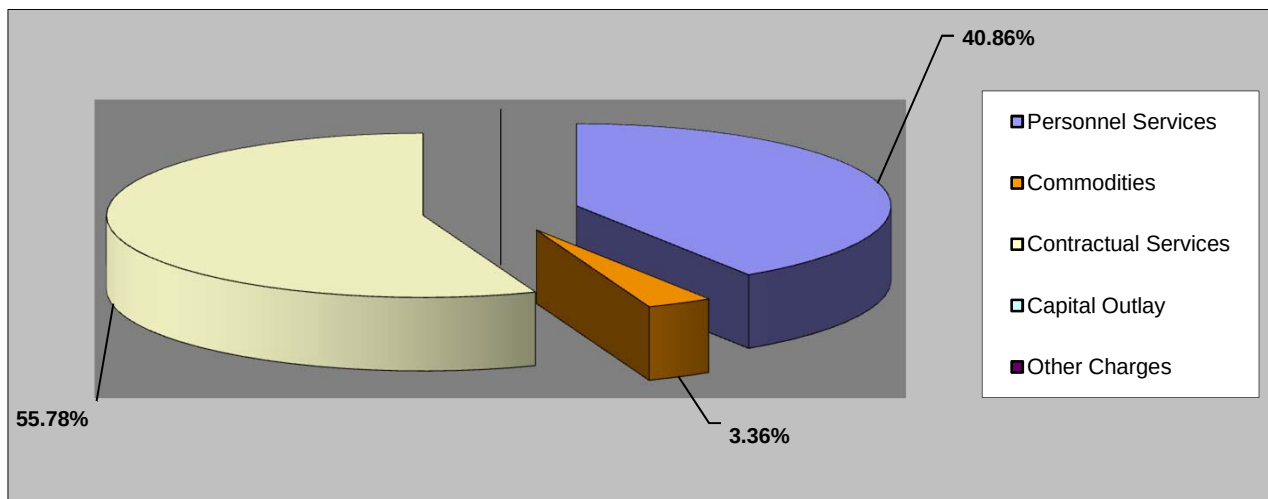
Council pay rates increase bi-annually in even-numbered years based on the Consumer Price Index.

Contracted services include videography.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 66,025	\$ 64,442	\$ 66,270	\$ 66,270
Commodities	4,831	4,533	4,300	5,450
Contractual Services	85,265	85,930	91,370	90,460
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 156,121	\$ 154,905	\$ 161,940	\$ 162,180
Percent Change		(-0.8%)	4.5%	0.1%

Full-Time Equivalent positions Council consists of one Mayor and four Council Members.

Program Expenditures by Classification



Department:	Legislative	Fund #:	101
Program:	City Council	Program #:	101

	2014	2015	2016	2017
	Actual	Actual	Estimate	Budget

Performance Measures

OUTPUTS/WORKLOAD

Number of City Council meetings	23	23	23	23
Number of Council/Manager Workshops	22	22	22	24

COMMENTS

Department: Legislative
Program: Police Civil Service Commission

Fund # : 101
Program # : 105

Program Description

To help ensure a fair and objective hiring process for sworn law enforcement positions and to investigate any grievances or discipline submitted to the Commission and render an impartial decision.

Program Expenditure Highlights

Budget includes amounts to cover publishing and fees for service.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	2,150	-
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ -	\$ -	\$ 2,150	\$ -
Percent Change		0.0%	100.0%	(-100.0%)
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification





ARKS & RECREATION DEPARTMENT

DuWayne Konewko, Parks & Recreation Director

duwayne.konewko@maplewoodmn.gov 651-249-2330



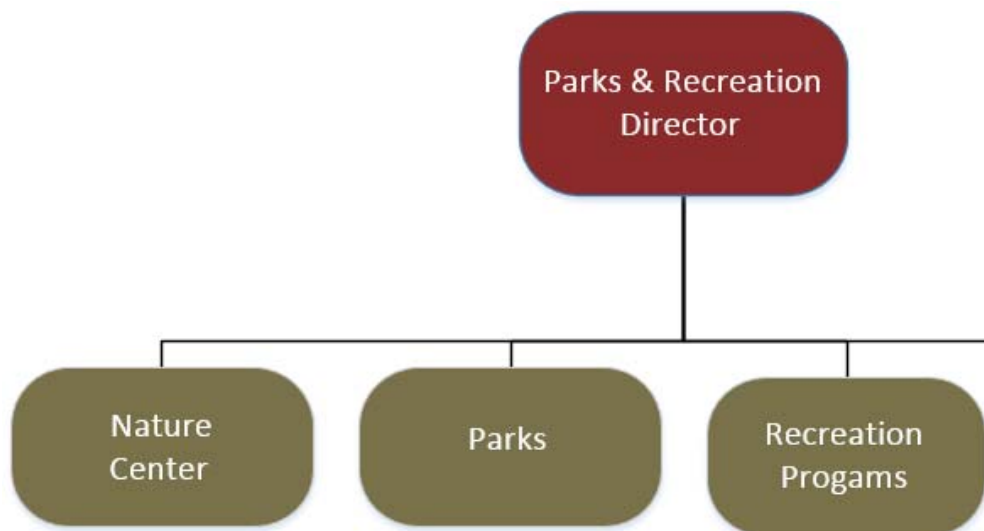
DEPARTMENT OVERVIEW

The Parks and Recreation Department is responsible for managing 36 parks, 15 preserves, recreational programming and the nature center. The City parks and preserve system is over 930 acres including athletic facilities and neighborhood parks and an extensive trail system. Recreational programming includes opportunities ranging from youth and adult sports, community special events, music, and arts programs designed to bring wellness and specialty programs for all ages and ethnicities. The department works directly with the Maplewood Parks and Recreation Commission and the Heritage Preservation Commission which are volunteer advisory boards consisting of Maplewood residents.

SERVICE AREAS

- Adopt – A – Park
- Parks, Preserves, Open Space, Trails
- Recreation Programs
- Greenways and Forestry
- Community Gardens
- Nature Center
- Youth Scholarship Program
- Community Outreach
- Adult and Youth Athletics
- Performing Arts

DEPARTMENT ORGANIZATIONAL CHART



PARKS & RECREATION DEPARTMENT

MISSION STATEMENT

To provide diverse recreational opportunities for people of all ages and abilities, enhance and preserve our parks, facilities, and open spaces while promoting environmental stewardship through education and outreach.

2017 DEPARTMENTAL GOALS

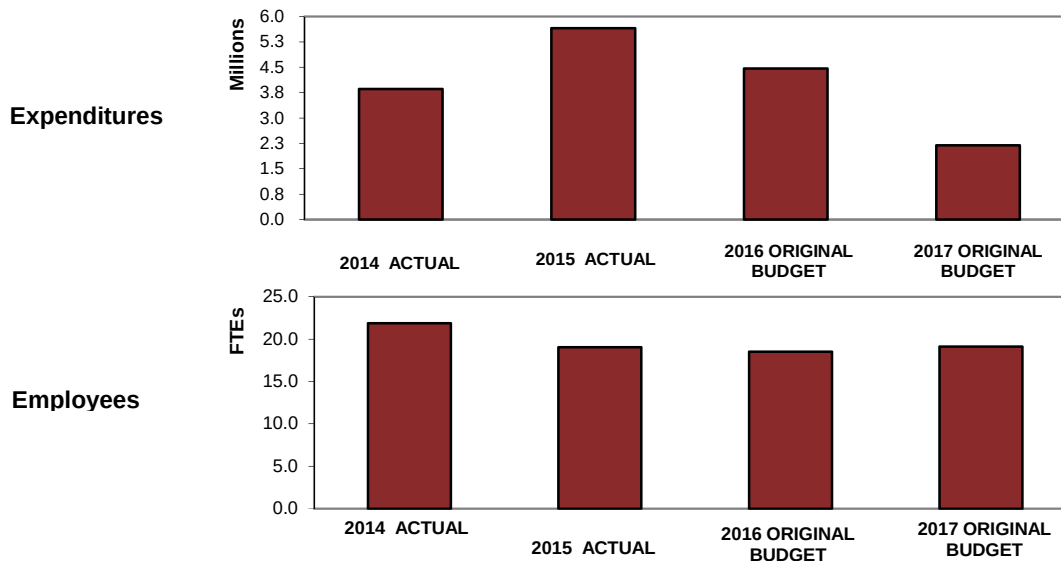
- Continue to implement the Parks System Master Plan while building champions for our system within the community. In addition, we will work closely with the City Council on the possibility of a referendum to help finance this implementation.
- Continue to protect natural resources through restoring and managing natural areas, using sustainable landscaping practices at parks, and providing environmental and nature programs that enhance enjoyment and understanding of land, water and wildlife resources.
- Increase sponsorship and partnership opportunities for all Parks & Recreation related events.
- Continue to offer a minimum of five community wide special events per year. These events will serve diverse audiences and may include WOW Events, Movies in the Park, Maplewood Rec Run 5K etc.
- Continue to offer comprehensive and diverse recreation programs designed to bring additional wellness, preventative and specialty programs advantageous for all ages, ethnicities, interests and fitness levels to Maplewood and surrounding communities.
- Continue to focus on increasing program participation by partnering with surrounding communities to expand our participation numbers and outreach.
- Continue to offer programming that includes, but is not limited to, youth and adult sports, community special events, music and arts programs, teen, senior and special populations programs and fitness and health and wellness classes.

2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.
OPERATIONAL EFFECTIVENESS Collaboration/Shared Services	• Work with Public Works on implementation of Park Master Plan Outcomes – Trails/Connectivity.
OPERATIONAL EFFECTIVENESS Survey Results	• Provide opportunities for participant surveys in all Parks programming offerings including MCC.

PARKS & RECREATION EXPENDITURE SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 ORIGINAL BUDGET	2017 BUDGET	PERCENT OVER(UNDER) 2016 BUDGET
Total By Program					
Administration	\$199,090	\$218,279	\$218,560	\$141,880	-35.1%
Community Center	2,595,284	2,612,499	2,567,520	500,000	-80.5%
Ice Arena Operations	20,056	38,953	26,740	32,760	22.5%
Nature Center	279,825	275,190	287,460	293,730	2.2%
Open Space Management	72,834	71,294	75,070	76,570	2.0%
Park Development	0	206,611	449,660	360,000	-19.9%
Capital Improvement	0	1,484,733	100,340	0	-100.0%
Recreation Programs	690,315	746,251	739,350	781,610	5.7%
Tree Preservation	1,820	1,572	2,020	5,000	147.5%
Totals	3,859,224	5,655,382	4,466,720	2,191,550	-50.9%
Total By Classification					
Personnel Services	2,202,144	2,181,588	2,005,510	931,190	-53.6%
Commodities	244,952	252,287	247,760	54,820	-77.9%
Contractual Services	1,153,407	1,330,791	1,460,760	380,540	-73.9%
Capital Outlay and Depreciation	258,554	1,890,693	752,690	825,000	9.6%
Other Charges	167	23	0	0	N/A
Totals	3,859,224	5,655,382	4,466,720	2,191,550	-50.9%
Total By Fund					
General Fund	493,713	529,607	524,650	459,570	-12.4%
Community Center	2,595,284	2,612,499	2,567,520	500,000	-80.5%
Environmental Utility Fund	78,092	74,109	83,180	85,370	2.6%
Recreation Program Fund	690,315	746,251	739,350	781,610	5.7%
Park Development Fund	0	206,611	449,660	360,000	-19.9%
Tree Preservation Fund	1,820	1,572	2,020	5,000	147.5%
Totals	\$3,859,224	\$4,170,649	\$4,366,380	\$2,191,550	-49.8%
Number of Employees (FTE)	21.88	19.03	18.50	19.10	3.2%



Department: Parks & Recreation
Program: Administration

Fund # : 101
Program # : 601

Program Description

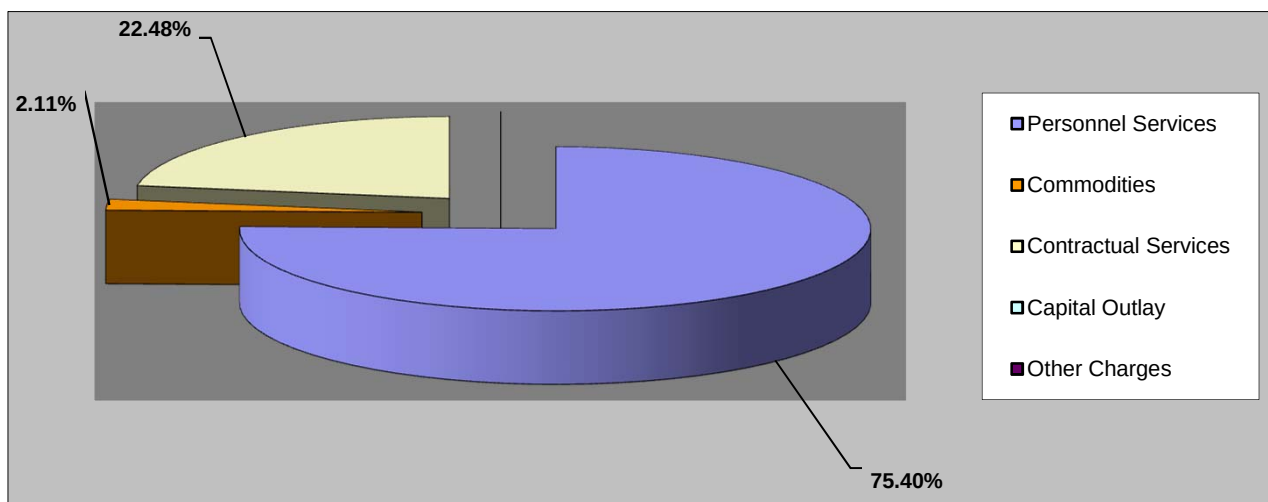
To develop and enhance a comprehensive park system for the residents including park development and re-development and the city wide trail system.

Program Expenditure Highlights

Due to a reorganization of the department, less hours are being allocated to administration.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 164,743	\$ 181,441	\$ 181,540	\$ 106,980
Commodities	2,429	3,706	4,500	3,000
Contractual Services	31,918	33,132	32,520	31,900
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 199,090	\$ 218,279	\$ 218,560	\$ 141,880
Percent Change		9.6%	0.1%	(-35.1%)
Full-Time Equivalent positions	1.40	1.40	1.40	1.10

Program Expenditures by Classification



Department: Parks & Recreation
Program: Administration

Fund #: 101
Program #: 601

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Enhancements to parks and projects completed	9	6	6	8
Number of public meetings (Parks and Recreation Commission)	14	16	15	20
<u>PERFORMANCE MEASURES</u>				
Goals Parks and Recreation Commission & City Council achieved	95%	90%	95%	95%

COMMENTS

1. Continue implementation of the outcomes of the Parks System Master Plan. Kicking off our first two years of the implementation.
2. Work closely with the City Council and the Parks and Recreation Commission on seeking funding strategies to fund the Parks System Plan.
3. Work with Public Works to continue implementing sustainable maintenance practices.

The Parks and Recreation Commission is a seven-member volunteer resident advisory board to the City Council on all matters relating to parks, recreation, trails, open space and park development issues. The commission meets the third Wednesday of each month, but on occasion additional meetings are needed. In 2016 we will be working with Council to change this to a seven-member Commission.

Parks & Recreation Department staff serves as the liaison between the Parks & Recreation Commission and City Council.

The commission does an excellent job in resolving public issues based on extensive surveying and coordinating the public input process to ensure community "buy-in" prior to submittal to the City Council.

Department: Parks & Recreation
Program: Community Center Operations

Fund # : 602
Program # : 611-614

Program Description

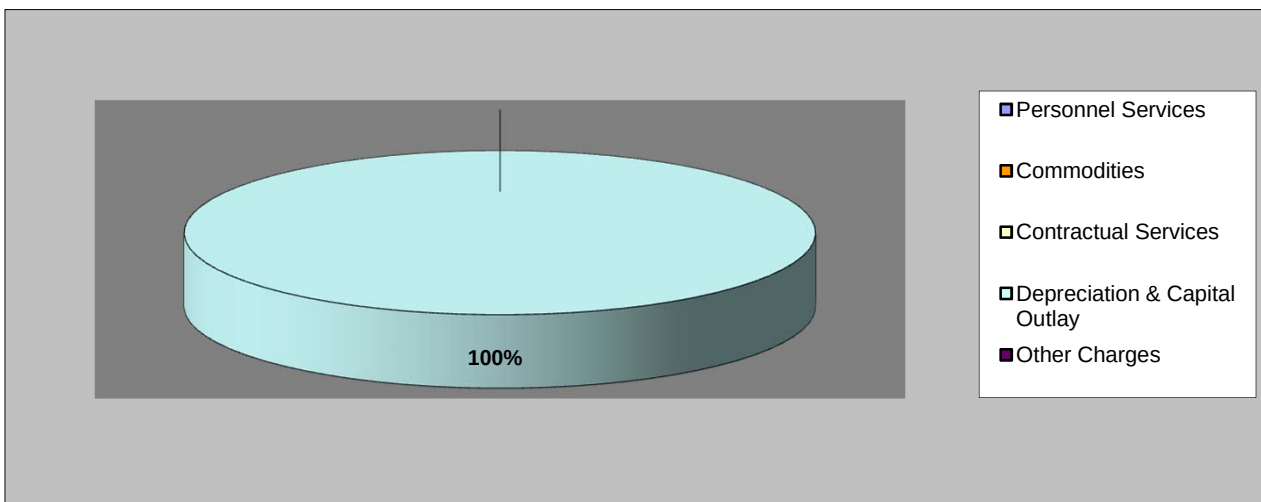
To serve the indoor recreation, entertainment and hospitality needs of families, businesses and groups in the northeast metropolitan area.

Program Expenditure Highlights

Community Center operations were turned over to the YMCA in November of 2016. The City will continue to contribute to capital improvements.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 1,333,670	\$ 1,274,566	\$ 1,088,230	\$ -
Commodities	184,359	202,710	187,630	-
Contractual Services	818,701	877,610	1,033,970	-
Depreciation & Capital Outlay	258,554	257,613	257,690	500,000
Other Charges	-	-	-	-
Total	\$ 2,595,284	\$ 2,612,499	\$ 2,567,520	\$ 500,000
Percent Change		0.7%	(-1.7%)	(-80.5%)
Full-Time Equivalent positions	13.63	11.23	10.90	-

Program Expenditures by Classification



Department: Parks & Recreation
Program: Ice Arena Operations

Fund # : 101
Program # : 606

Program Description

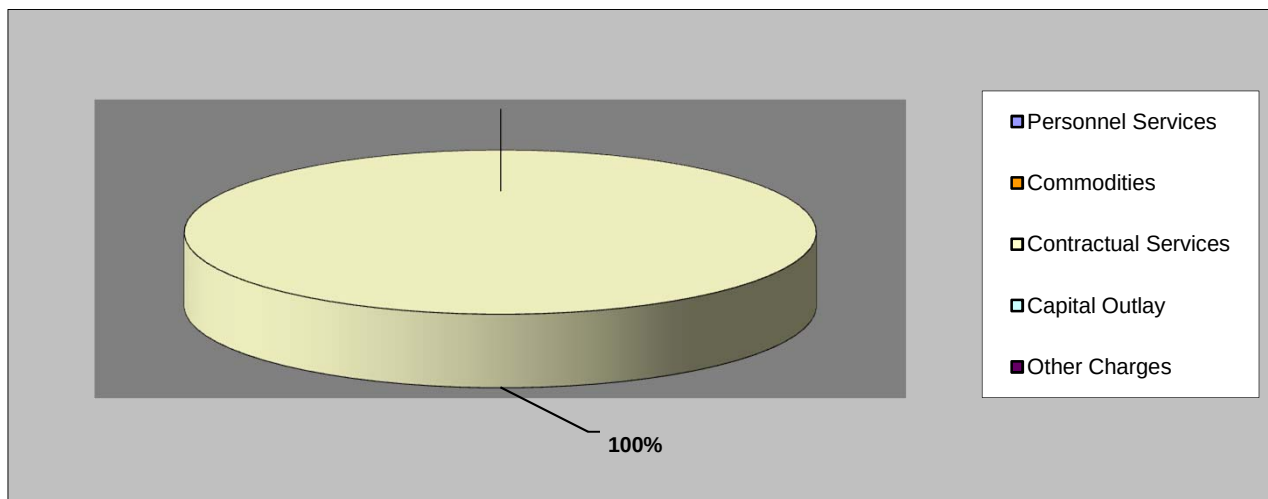
To provide a nine-month indoor skating venue for Maplewood and School District 622 residents at the Tartan Ice Arena located in Oakdale, Minnesota.

Program Expenditure Highlights

This budget is for city payments to Independent School District 622 for a portion of the costs for the operation and maintenance of the Tartan Ice Arena. The City of Oakdale and the school district also finance the ice arena.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	20,056	38,953	26,740	32,760
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 20,056	\$ 38,953	\$ 26,740	\$ 32,760
Percent Change		94.2%	(-31.4%)	22.5%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department: Parks & Recreation
Program: Ice Arena Operations

Fund #: 101
Program #: 606

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of actual ice hours sold	2,150	2050	2,125	2,125
Number of Joint Powers Board meetings attended by City Council liaisons and/or Parks Staff	3	2	6	4
<u>PERFORMANCE MEASURES</u>				
Facility utilization rate	70%	71%	69%	69%

COMMENTS

The city is a one-third owner of Tartan Ice Arena. The City Council provides two members as liaisons to the Tartan Ice Arena Joint Powers Board.

Department: Parks & Recreation
Program: Nature Center

Fund # : 101 & 604
Program # : 604

Program Description

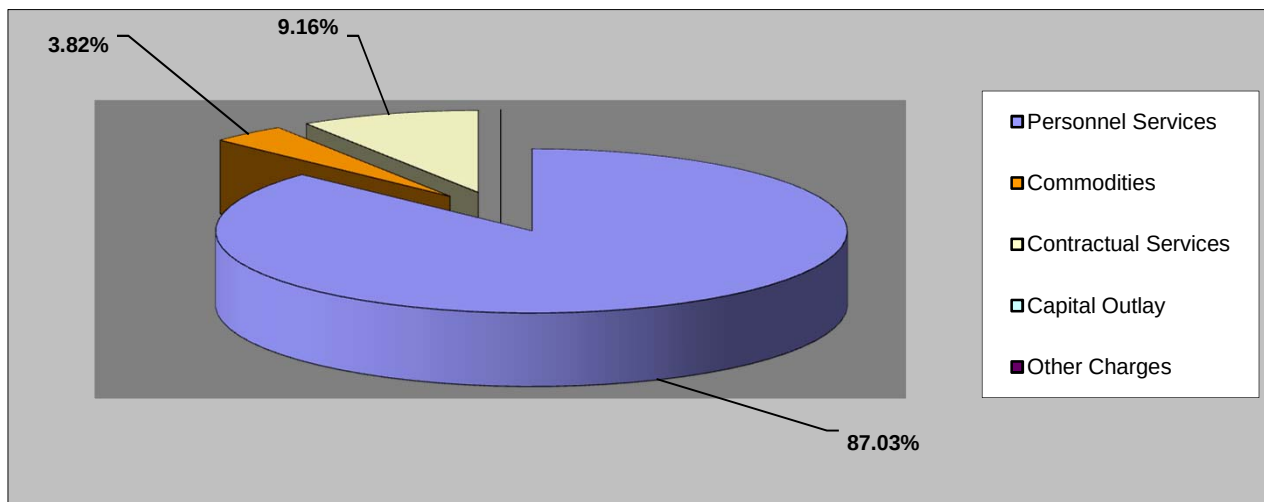
To enhance awareness and understanding of the land, water and wildlife resources; to empower the community to become stewards of the environment.

Program Expenditure Highlights

No significant change in the Nature Center budget for 2017.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 240,234	\$ 237,781	\$ 248,340	\$ 255,620
Commodities	15,298	11,260	11,670	11,210
Contractual Services	24,293	26,149	27,450	26,900
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 279,825	\$ 275,190	\$ 287,460	\$ 293,730
Percent Change		(-1.7%)	4.5%	2.2%
Full-Time Equivalent positions	2.85	2.85	2.85	2.20

Program Expenditures by Classification



Department: Parks & Recreation
Program: Nature Center

Fund #: 101 & 604
Program #: 604

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Environmental education programs conducted thru the Nature Center.	264	262	250	260
Number of adult programs	32	23	30	30
Service projects completed	31	36	25	30
Number of water related programs	41	39	40	35
<u>PERFORMANCE MEASURES</u>				
Total number of program participants and visitors	9,027	10,960	10,000	10,000
# of volunteer hours worked	2,553	3,295	3,000	3,000
# attending water related programs	1,182	2,158	1,200	1,500

COMMENTS

The Nature Center provides nature and environmental programs for the community and helps the city meet its NPDES requirement by presenting educational programs related to water quality and providing support for the city's stormwater program. Naturalists play a key role in the city environmental programs including: stormwater management, native landscaping, invasive species, trees, Maplewood Seasons newsletter, Edgerton Community Gardens, and the Green Team. The center has an interactive computer exhibit, graphics panel and features in the visitor center yard to engage and educate children and adults about stormwater.

In 2016, the Nature Center partnered with the Maplewood Community Center and Parks staff to conduct the Outdoor Family Expo, and later in spring with the Girl Scouts to put on a highly successful Arbor Day and pollinator event "Trees for the Bees". In spring and summer, with partners Great River Greening and the Xerces Society, as part of a three-year LCCMR grant, nature center staff held several pollinator educational programs and trainings for adults and youth.

Key projects for 2017 include: 1) Partner with Great River Greening, Xerces Society and local schools to educate about bumblebees and other pollinators as part of a LCCMR grant; 2) Partner with Maplewood schools to provide watershed and energy education; and 3) Make improvements at the Edgerton Community Garden, including adding plots through incorporation of raised beds, pollinator strips and more. 4) Work with Public Works on several building improvements, including new roofing and siding, and major ductwork improvements to prevent flooding.

Department: Parks & Recreation
Program: Open Space Management

Fund # : 101
Program # : 605

Program Description

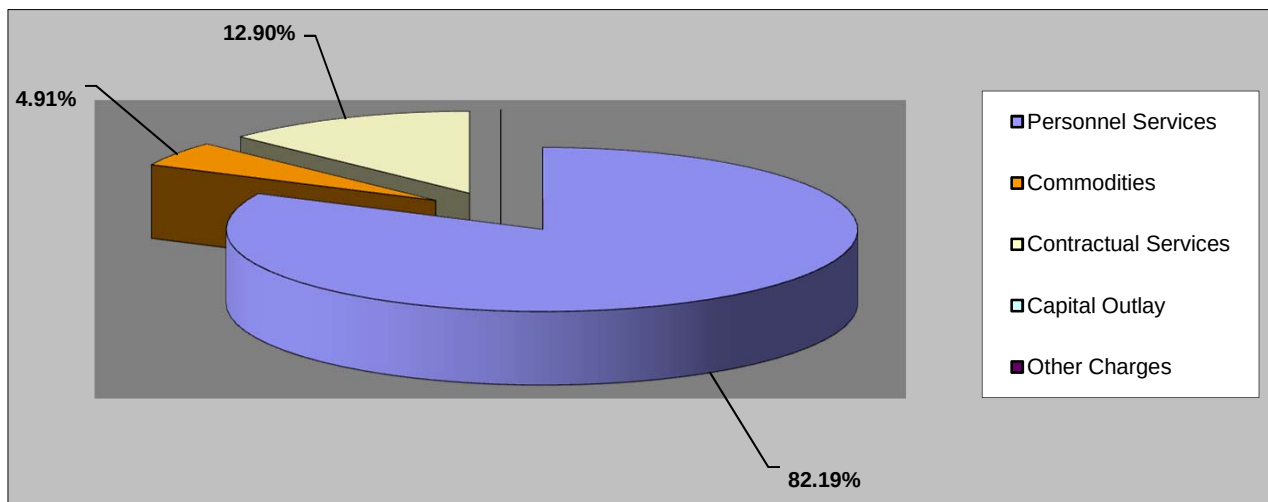
To provide for the preservation and conservation of ecological systems/natural resources and open space within the city.

Program Expenditure Highlights

This program has expanded beyond the neighborhood preserves to natural resources throughout Maplewood.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 57,869	\$ 60,592	\$ 61,180	\$ 62,930
Commodities	3,335	2,942	4,440	3,760
Contractual Services	11,630	7,760	9,450	9,880
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 72,834	\$ 71,294	\$ 75,070	\$ 76,570
Percent Change		(-2.1%)	5.3%	2.0%
Full-Time Equivalent positions	0.55	0.55	0.55	0.55

Program Expenditures by Classification



Department:	Parks & Recreation	Fund #:	101
Program:	Open Space Management	Program #:	605

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
Planting projects completed	3	2	2	2
Number of sites receiving active management	8	8	8	8
Miles of trail developed and/or maintained	8	8	9	9
Number of preserves monitored by volunteers	7	8	8	8
<u>PERFORMANCE MEASURES</u>				
Percentage of participants satisfied with master plan and planning process	N/A	90%	90%	90%

COMMENTS

The open space management budget supports natural resources management throughout the city, including management of the 15 Neighborhood Preserves.

In 2016, key projects include: 1) Complete Phase II improvements at Gladstone Savanna and begin Phase III (two landscape features, interpretive signage, playground); 2) Early establishment management for the prairie at Fish Creek, 3) Fish Creek pollinator habitat and education program (plant plugs, bee monitoring and education), 4) Begin three-year restoration project at Prairie Farm Preserve, 5) Continue citizen monitoring programs for preserves, bees, frogs and toads, and invasive plants, and 6) Conduct buckthorn follow-up management on seedlings and saplings at four sites.

In 2017, key projects include: 1) Prepare master plan and install trail at Spoon Lake, 2) Begin evaluating City natural areas to create ecological overlays as proposed in Park System Master Plan, 3) Enhance pollinator habitat at Fish Creek by planting plugs and continue pollinator monitoring and education programs at the site, 4) Year-two of the three-year Prairie Farm Preserve project to restore and enhance pollinator habitat, and 5) Conduct buckthorn follow-up management on seedlings and saplings at four sites.

Department: Parks & Recreation
Program: Recreation Programs

Fund # : 206
Program # : 603,623

Program Description

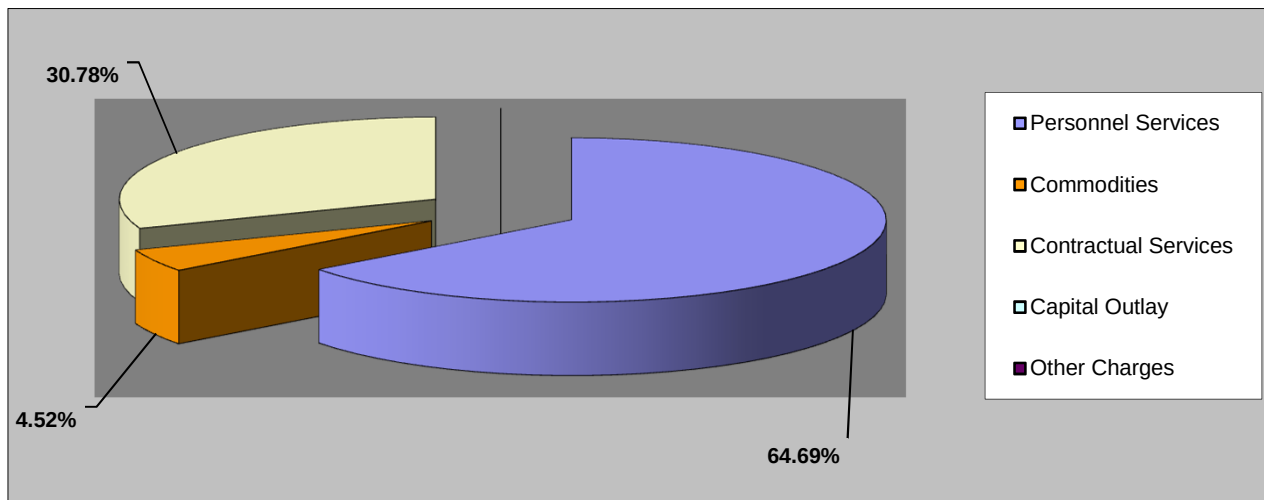
To provide a varied and diverse offering of recreational programs and activities year round for people of all ages in Maplewood and the surrounding communities.

Program Expenditure Highlights

There was a reallocation of hours within the Parks & Recreation Department, due to reorganization.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 405,628	\$ 427,208	\$ 426,220	\$ 505,660
Commodities	37,789	30,160	38,020	35,350
Contractual Services	246,739	288,883	275,110	240,600
Capital Outlay	-	-	-	-
Other Charges	159	-	-	-
Total	\$ 690,315	\$ 746,251	\$ 739,350	\$ 781,610
Percent Change		8.1%	(-0.9%)	5.7%
Full-Time Equivalent positions	3.45	3.00	2.80	3.90

Program Expenditures by Classification



Department: Parks & Recreation
Program: Recreation Programs

Fund #: 206
Program #: 603, 623

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Tumbling/gymnastics participants	301	324	250	300
Adult softball, number of teams	124	114	150	120
Fall soccer teams	31	30	36	36
Basketball teams	86	105	115	115
T-ball teams	15	13	20	20
Intro. to soccer participants	264	323	260	270
Senior high basketball teams	39	47	50	50
<u>PERFORMANCE MEASURES</u>				
Percent of programs formally evaluated	85%	85%	85%	85%
Increase year over year on number of participants using our Parks and Recreation social media	+100	+100	+200	+1000

COMMENTS

Our youth basketball has had an increase in numbers over the last couple of years. This increase is a result of additional partnerships with neighboring cities. We currently have 12 partner cities and associations contracting with us for the administration of youth basketball.

Our adult summer softball program is projected to maintain the current level of teams despite the nationwide trend of decreasing participation in Adult softball leagues.

Senior high basketball has seen a slight increase in numbers for the last three years and we expect that trend to continue.

We formed a few new partnerships in 2015/2016 that have been successful and are planning to continue and expand these for 2017 and beyond: National Flag Football - youth flag football league, City of Roseville - adult soccer league and 3v3 basketball league, 43 Hoops – basketball camp and advanced clinics

Tumbling/gymnastics program schedule was adjusted based on need and we are seeing another increase in enrollments with 2016 already at 215 through May. We expect this increase to continue for 2016 and 2017.

Department: Parks & Recreation
Program: Tree Preservation

Fund # : 219
Program # : 000

Program Description

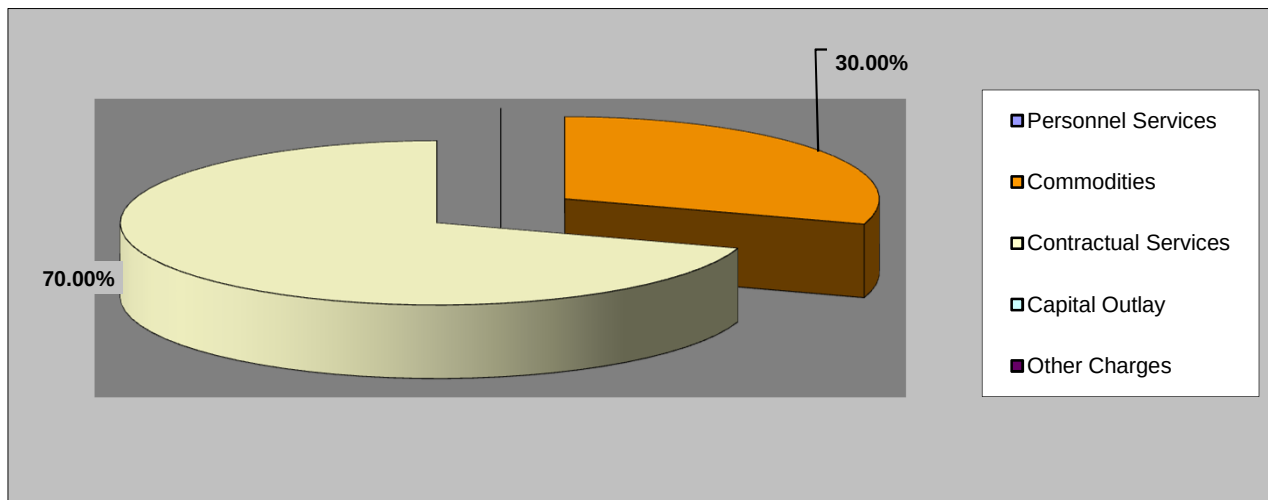
To protect and enhance Maplewood's urban forest and promote the planting of trees.

Program Expenditure Highlights

No significant change in the Tree Preservation budget for 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	1,742	1,509	1,500	1,500
Contractual Services	70	40	520	3,500
Capital Outlay	-	-	-	-
Other Charges	8	23	-	-
Total	\$ 1,820	\$ 1,572	\$ 2,020	\$ 5,000
Percent Change		(-13.6%)	28.5%	147.5%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department: Parks & Recreation
Program: Tree Preservation

Fund #: 219
Program #: 000

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
# trees planted by residents thru tree rebate program	28	16	20	20
<u>PERFORMANCE MEASURES</u>				
# residents participating in tree rebate program	16	16	20	20
# trees planted on city land	64	389	20	20

COMMENTS

The tree preservation fund supports tree planting and enhancement of our urban forest. It funds the tree rebate cost-share program, tree planting, and tree education. It does not fund the diseased tree inspection program, tree removal or tree maintenance. Maplewood continues to meet requirements to maintain its status as a Tree City USA.

The tree rebate cost-share program for residents is a 50% cost-share rebate for residents to plant shade trees in their yards. Since its initiation in 2008, this program has assisted residents in planting over 436 trees.

The number of trees planted on public land varies greatly each year and the numbers above include trees planted on street reconstruction projects. 2015 was a big tree planting year in Maplewood with dozens of trees being planted on the Gladstone project.

Project priorities for 2017 include: 1) work with commissions to complete street tree plan, 2) conduct Arbor Day event, 3) reapply for Tree City USA status (must apply annually), 4) provide cost-share program for tree-planting on residential property, and 5) one tree planting project on city land.

POLICE DEPARTMENT

Paul Schnell, Police Chief

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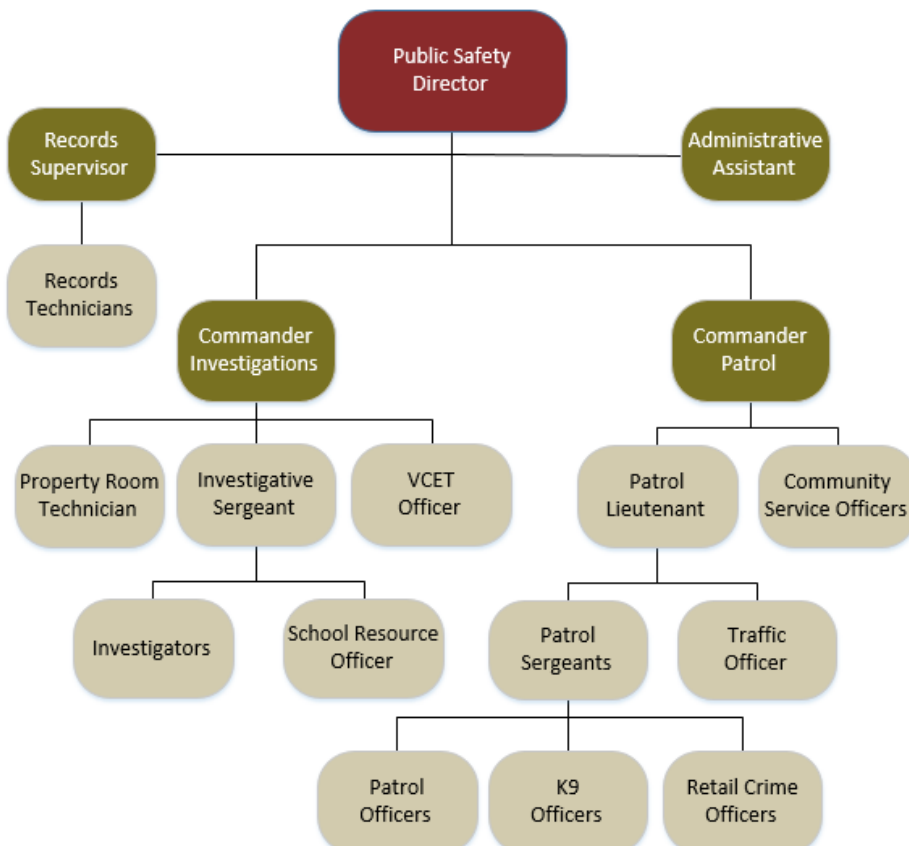
DEPARTMENT OVERVIEW

The department has an authorized strength of 52 sworn officers and 11 non-sworn staff. In addition to a proactive and call-for-service patrol division, the department has specialty personnel in criminal investigations, computer forensics, narcotics, and a school resource officer assignment. We utilize some of the latest technology offerings, which greatly aid preventative efforts, investigative processes, and institutional accountability. The department is focused on building community trust through regular outreach efforts, such as participation in community events and neighborhood block clubs. In addition, we attempt to apply a data-driven approach to our policing strategy by targeting resources to known problem areas.

SERVICE AREAS

- Patrol
- Traffic
- Animal control
- Investigations
- School Resource Officers
- Task forces
- Property and evidence
- Crime prevention

DEPARTMENT ORGANIZATIONAL CHART



POLICE DEPARTMENT

MISSION STATEMENT

The Maplewood Police Department, in partnership with its citizens, will work to solve problems relating to crime and the fear of crime, with an emphasis on meeting community needs.

2017 DEPARTMENTAL GOALS

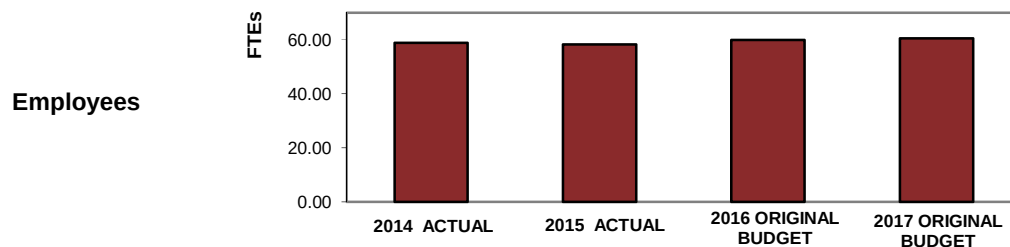
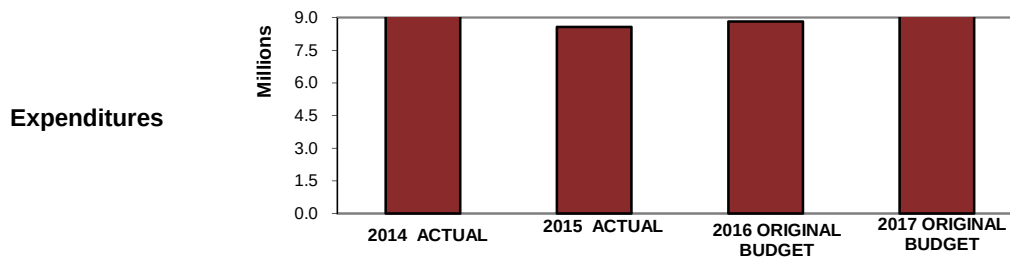
- Continue collaboration efforts with other Criminal Justice Partners.
- Encourage community involvement through volunteer programs.
- Increase non-enforcement public contact and interaction such as community meetings and presentations.
- Continued interaction by officers in schools.
- Proactively address community public safety problems.
- Enhance the use of technology to improve the efficiency and quality of police services.
- Maintain a felony arrest rate of at least 30% of Part One offenses (i.e. murder, rape, robbery, aggravated assault).
- Deliver cost-effective police services below the national average per capita cost.
- Focused policing priorities:
 - o Quality of life – Noise, disorderly persons, etc.
 - o Code Enforcement
 - o Traffic safety
 - o Domestic and family violence

2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.
COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.
TARGETED REDEVELOPMENT Vacant Commercial Space	• Assess crime and quality of life data in areas with high commercial vacancy rates for the purpose of developing and implementing targeted intervention strategies.
OPERATIONAL EFFECTIVENESS Collaboration/Shared Services	• Regional sharing of law enforcement records – Crime Analysis. • With the Parks Department, establish contracted youth prevention programming.
OPERATIONAL EFFECTIVENESS Survey Results	• Develop and implement police service satisfaction survey offering both web-based and paper/pencil options.

POLICE EXPENDITURE SUMMARY

	2014	2015	2016	2017	PERCENT
	ACTUAL	ACTUAL	ORIGINAL	BUDGET	OVER(UNDER)
Total By Program			BUDGET		2016 BUDGET
Administration	\$3,752,481	\$1,128,666	\$1,293,500	\$936,300	-27.6%
Animal Control	12,574	7,238	14,000	10,000	-28.6%
Investigations	1,131,081	1,125,165	1,522,050	1,099,370	-27.8%
Police Equipment	0	392,796	161,980	150,000	-7.4%
Police Services	5,937,580	5,907,529	5,831,310	7,120,710	22.1%
Totals	10,833,716	8,561,394	8,822,840	9,316,380	5.6%
Total By Classification					
Personnel Services	6,774,880	6,850,512	7,147,130	7,551,090	5.7%
Commodities	306,063	311,478	311,820	277,300	-11.1%
Contractual Services	935,029	920,970	1,091,780	1,261,190	15.5%
Capital Outlay and Depreciation	2,817,495	471,519	271,640	226,800	-16.5%
Other Charges	249	6,915	470	0	-100.0%
Totals	10,833,716	8,561,394	8,822,840	9,316,380	5.6%
Total By Fund					
General Fund	10,829,863	8,121,008	8,550,730	9,079,580	6.2%
Police Equipment	0	392,796	161,980	150,000	-7.4%
Police Services Fund	3,853	47,590	110,130	86,800	-21.2%
Totals	\$10,833,716	\$8,561,394	\$8,822,840	\$9,316,380	5.6%
Number of Employees (FTE)	58.91	58.33	59.90	60.50	1.0%



Department: Police
Program: Administration

Fund # : 101 & 442
Program # : 401

Program Description

To provide vision, management and technical support for the Police Department, including fiscal and program management, record and information services, project development, and interdepartmental and interagency coordination.

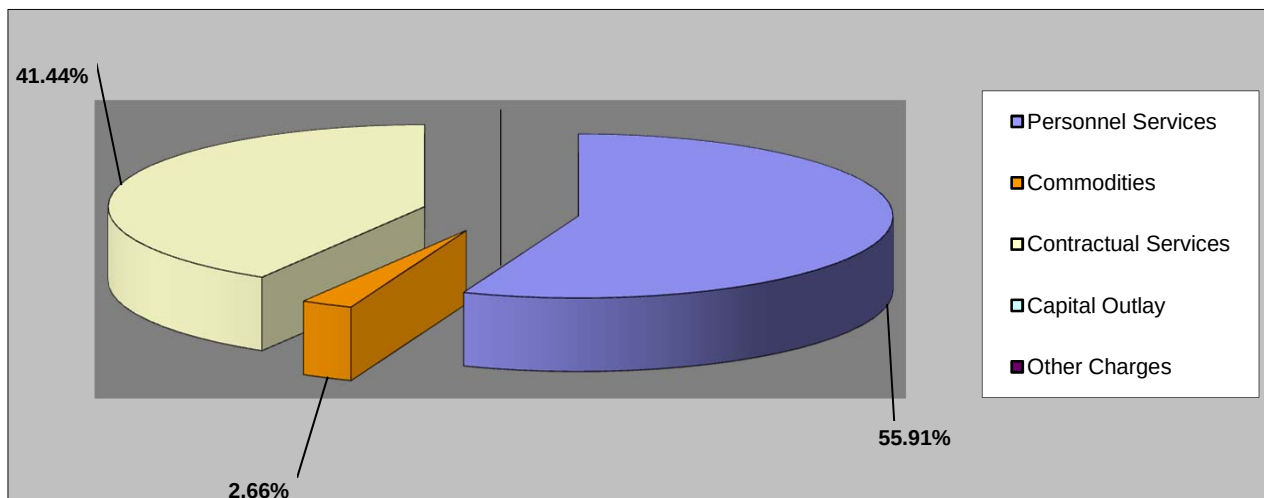
Program Expenditure Highlights

The FTE count has changed over the past two years due to reorganizations and reallocation of hours.

Additional increases in this program are related to vehicle leases and analytical software.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 744,269	\$ 811,805	\$ 938,290	\$ 523,440
Commodities	24,981	21,289	24,900	24,900
Contractual Services	323,836	287,885	330,310	387,960
Capital Outlay	2,659,394	1,249	-	-
Other Charges	1	6,438	-	-
Total	\$ 3,752,481	\$ 1,128,666	\$ 1,293,500	\$ 936,300
Percent Change		(-69.9%)	14.6%	(-27.6%)
Full-Time Equivalent positions	6.21	6.21	8.40	5.50

Program Expenditures by Classification



Department:	Police	Fund #:	101
Program:	Administration	Program #:	401

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Budget</u>
<u>OUTPUTS/WORKLOAD</u>				
Number of objectives met for 21 st Century Policing *	N/A	N/A	N/A	90%
Number of problem solving projects completed *	N/A	N/A	N/A	100%
Number of sworn officers per 1,000 population	1.33%	1.32%	1.31%	1.30%
<u>PERFORMANCE MEASURES</u>				
Per capita cost for services	\$209	\$206	\$215	\$233

COMMENTS

* New measures are being implemented in 2017. Data for previous years is not available.

Note: Estimated population is as follows:

2013 – 38,950

2014 – 39,054

2015 – 39,314

2016 – 39,574

Department: Police
Program: Animal Control

Fund # : 101
Program # : 407

Program Description

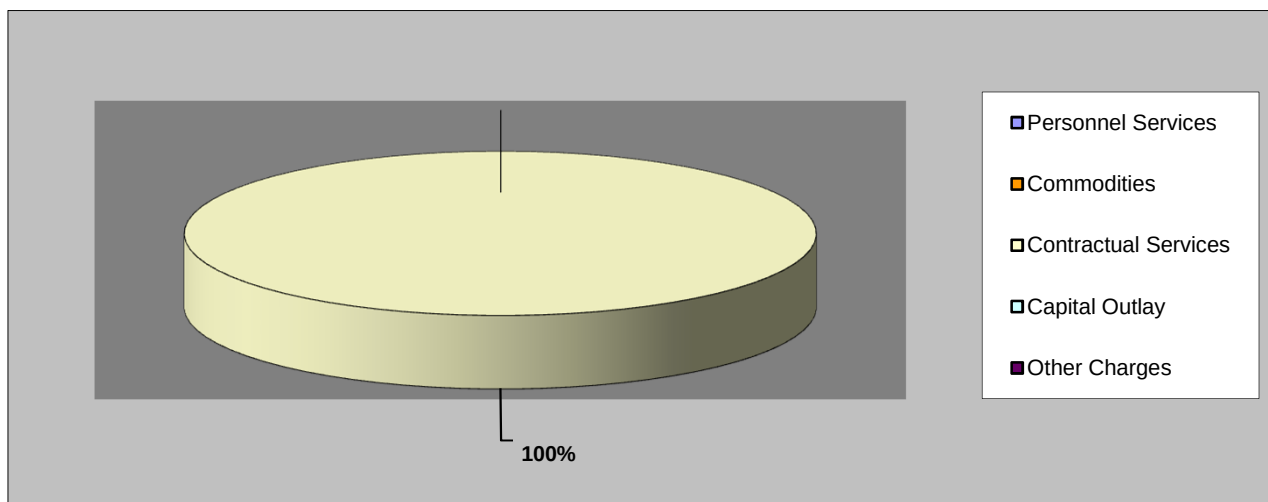
To provide animal control within the city and insure compliance with animal related ordinances.

Program Expenditure Highlights

The animal control contract was canceled and these duties are now handled by the Community Service Officers accounted for in the Police Services program. Funds are budgeted in contractual services to account for boarding and destruction fees.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	12,574	7,238	14,000	10,000
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 12,574	\$ 7,238	\$ 14,000	\$ 10,000
Percent Change		(-42.4%)	93.4%	(-28.6%)
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department:	Police	Fund #:	101
Program:	Animal Control	Program #:	407

	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
Performance Measures				
<u>OUTPUTS/WORKLOAD</u>				
Total animal complaints	731	574	600	600
<u>PERFORMANCE MEASURES</u>				
Total animals impounded *	N/A	N/A	N/A	N/A

COMMENTS

The total number of licensed animals fluctuates significantly every other year because the city has gone to a two-year license cycle. The total number of animal complaints includes those handled by patrol officers when the animal control officer is not on duty.

The number of animal complaints grew in 2014, including a spike in animal bites requiring potentially dangerous and dangerous dog hearings.

*New measures being implemented in 2017. No data available for previous years.

Department: Police
Program: Investigations

Fund # : 101
Program # : 409

Program Description

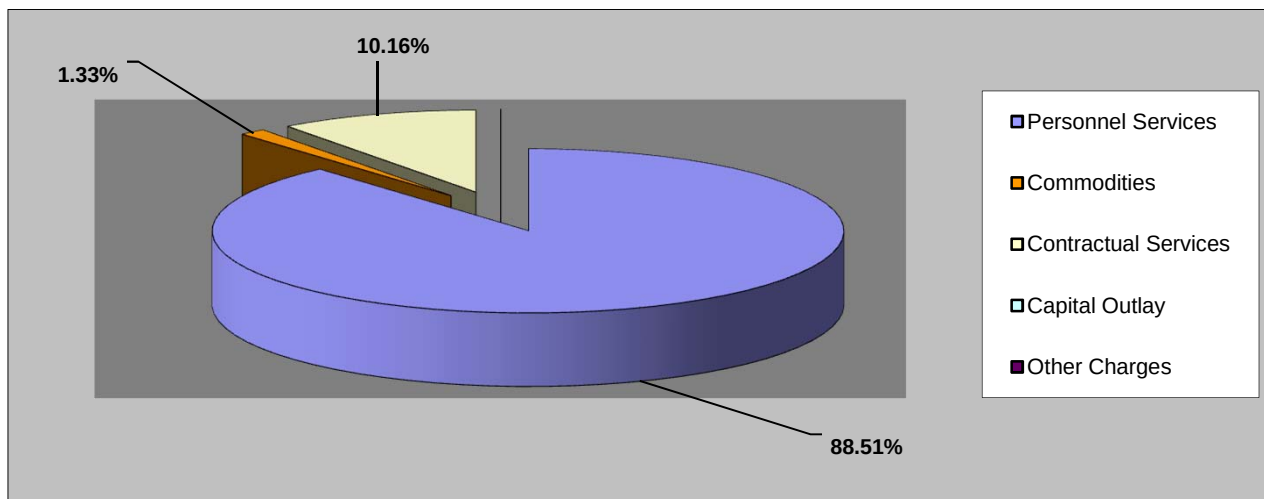
To provide investigative services to the Police Department and community and provide follow-up work to prepare cases for criminal charging.

Program Expenditure Highlights

Positions are reallocated between this program (Investigations) and Police Services based on need each year. There are also additional funds budgeted to account for vehicle leases and contracting for forensic services.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 1,064,827	\$ 1,052,671	\$ 1,386,420	\$ 973,050
Commodities	17,595	14,701	14,600	14,600
Contractual Services	48,659	57,793	121,030	111,720
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 1,131,081	\$ 1,125,165	\$ 1,522,050	\$ 1,099,370
Percent Change		(-0.5%)	35.3%	(-27.8%)
Full-Time Equivalent positions	9.00	6.00	11.00	7.50

Program Expenditures by Classification



Department:	Police	Fund #:	101
Program:	Investigations	Program #:	409

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
<u>OUTPUTS/WORKLOAD</u>				
Number of criminal investigations *	N/A	N/A	N/A	N/A
Number of non-criminal investigations *	NA	N/A	N/A	N/A
<u>PERFORMANCE MEASURES</u>				
Criminal investigations per investigator *	N/A	N/A	N/A	N/A
Percentage of criminal cases cleared by arrest	39%	38%	39%	39%

COMMENTS

Non-criminal investigations include assists to other agencies, predatory offender monitoring, and juvenile runaway investigations.

The department continues to see increases in both felony & gross misdemeanor cases charged. The above numbers reflect internal database statistics, which can be markedly different than typical Uniform Crime Report (UCR) data.

*New performance measures for 2017. Data not available for previous years.

Department: Police
Program: Police Services

Fund # : 101,208,405
Program # : 402

Program Description

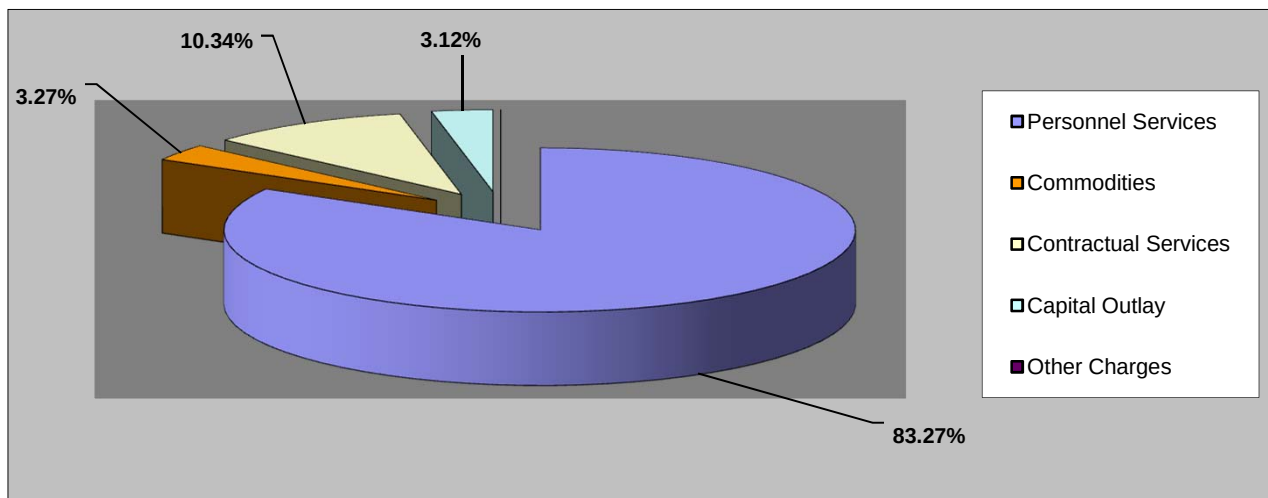
To provide public safety, investigative, and enforcement activities including neighborhood policing and public service programs.

Program Expenditure Highlights

Positions are reallocated between this program (Police Services) and Investigations based on need each year. The increase in personnel is due to a reallocation of hours between programs. Capital Outlay includes Police Equipment Fund.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 4,965,784	\$ 4,986,036	\$ 4,822,420	\$ 6,054,600
Commodities	263,487	275,488	272,320	237,800
Contractual Services	549,960	568,054	626,440	751,510
Capital Outlay	158,101	470,270	271,640	226,800
Other Charges	248	477	470	-
Total	<u>\$ 5,937,580</u>	<u>\$ 6,300,325</u>	<u>\$ 5,993,290</u>	<u>\$ 7,270,710</u>
Percent Change		6.1%	(-4.9%)	21.3%
Full-Time Equivalent positions	<u>43.70</u>	<u>46.23</u>	<u>40.50</u>	<u>47.50</u>

Program Expenditures by Classification



Department: Police
Program: Police Services

Fund #: 101 & 208
Program #: 402

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
<u>OUTPUTS/WORKLOAD</u>				
Total number of Part I crimes	1,978	1,638	1,700	1,700
Total number of Part II crimes	1,438	1,549	1,500	1,500
Calls for service	N/A	38,624	39,000	39,000
Number of arrests	1,586	N/A	N/A	N/A
Number of sworn officers	52	52	52	52
<u>PERFORMANCE MEASURES</u>				
Part I* crimes per 1,000 residents	49.7	40.9	45	45
Part II crimes per 1,000 residents	36.2	38.7	37	37
Arrests per 1,000 population	39.9	N/A	N/A	N/A
Arrests per sworn officer	30.5	N/A	N/A	N/A
Percent of crimes cleared	39%	38%	38%	39%
Survey satisfaction with police services	82%	83%	N/A	N/A
Survey satisfaction with police patrols	N/A	51%	N/A	N/A
Survey satisfaction with neighborhood safety	N/A	40%	N/A	N/A

COMMENTS

Part I crimes include homicide, forcible rape, robbery, aggravated assault, burglary, theft and arson. Part II crimes include other assault, forgery, fraud, embezzlement, possession/receiving stolen property, vandalism, DUI, disorderly conduct.

We seek to implement an evidence-based approach to addressing crime growth. A new Records Management System, which offers built-in call for service and crime analysis capabilities, launched at the start of the second quarter of 2015. The department has identified a series of policing priorities for 2015 based on problem and crime analysis, as well as, community survey feedback. The plan continues to be a policing emphasis on known chronic offenders and locations that show a repeated pattern of calls for service by type. Intelligence information analyzed crime data will be routinely provided to patrol supervisors who will task patrol officers with developing measureable prevention and intervention strategies.

The satisfaction with police services data was taken from the police department's own surveys sent to random people who have had contact with a police officer, typically as the result of a reported crime or other incident. The surveys are spread out so that over time we may receive feedback regarding as many officers as possible.

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Maplewood

PUBLIC WORKS DEPARTMENT

Michael Thompson, Public Works Director

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651-249-2403



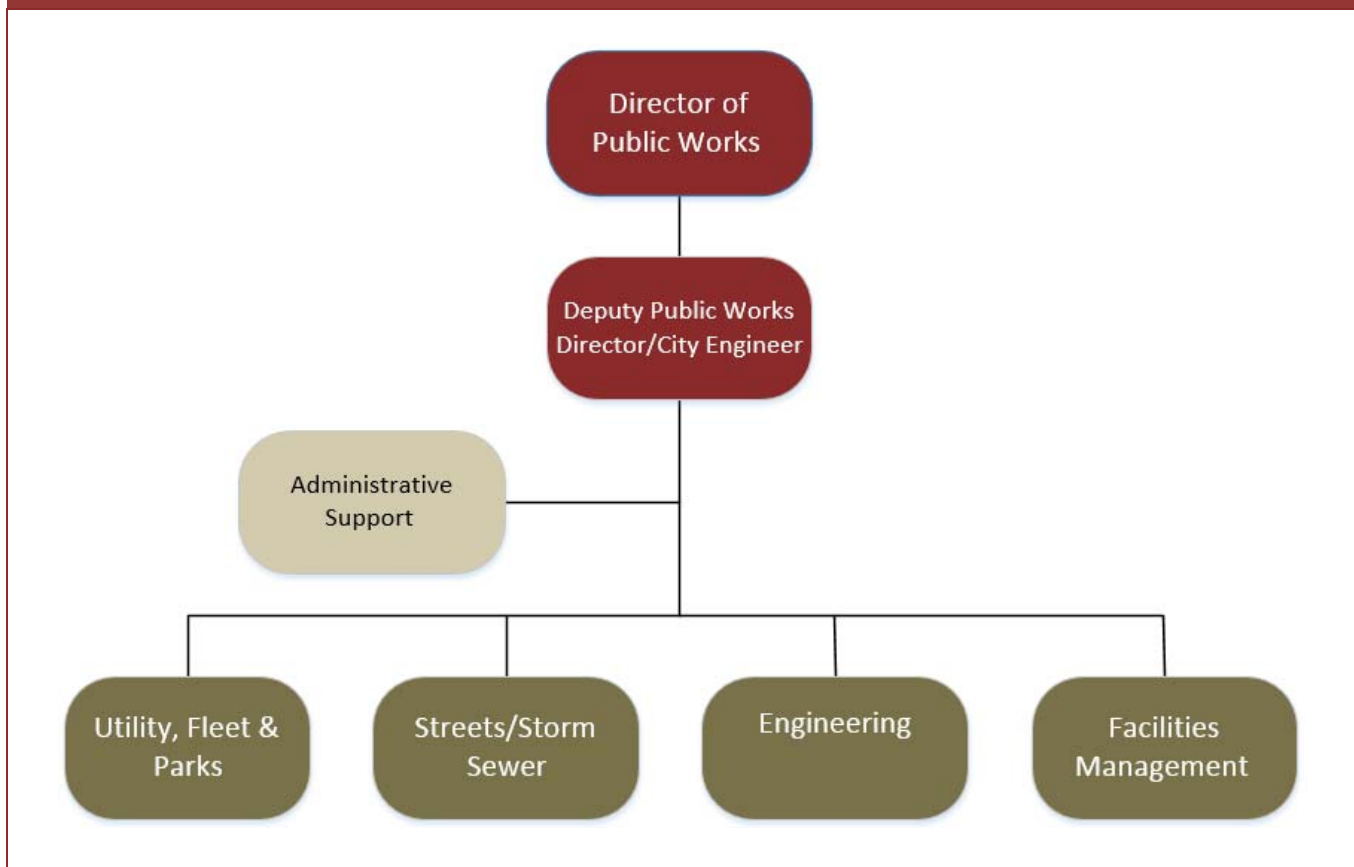
DEPARTMENT OVERVIEW

Public Works Department is responsible for Engineering, Park Maintenance, Streets, Utilities, Fleet, and Building Operations. Within each division a number of tasks are performed ranging from snow plowing, patching, sanitary sewer cleaning, ball field prep/mowing to engineering design/inspection services.

SERVICE AREAS

- Street Maintenance
- Snow Plowing
- Engineering
- Forestry
- Park Maintenance
- Sanitary and Storm Utility
- Permits
- Grading
- Driveway/Parking Lot
- Storm Sewer
- Septic
- Right-of-Way

DEPARTMENT ORGANIZATIONAL CHART



PUBLIC WORKS DEPARTMENT

MISSION STATEMENT

To deliver a sound infrastructure system and high quality maintenance operations, complemented by exceptional customer service.

2017 DEPARTMENTAL GOALS

- Maintain a steady Street Reconstruction program to revitalize older neighborhoods by replacing deteriorated streets and utilities, incorporating Living Streets design standards, and meeting federal and state mandates by implementing stormwater best management practices.
- Continue successful implementation of additional street rehabilitation investment through franchise fee revenues. In 2016, the first of many street rehabilitation projects was completed as a result of this additional financial commitment approved by the City Council towards fixing pavement on local city streets.
- Work with stakeholders along Century Avenue such as Oakdale, MnDOT, and Washington County to ensure planning efforts and due diligence is completed for a vision of the corridor along the western boundary of Maplewood to prepare for future reconstruction or upgrades.
- Finalize the revision of design standards, city codes, and policies to realize full implementation of the Living Streets approach for infrastructure addition and/or replacement.
- Continued successful administration of the new MS4 permit; including continuing the upgrade in internal tracking and enforcement on construction sites. Continue reductions of runoff volume and pollutant loading to the MS4 system through adherence to the Stormwater Ordinance and Standards. Meet the standards of the newly issued MS4 Permit.
- Successfully implement a holistic asset management system for municipal buildings, streets, utilities, signs, and other city assets to assist in setting immediate priorities and determining long-term capital investment needs.
- Complete building facility improvements on past due needs such as updating emergency lighting and exit signs at city facilities, refurbishing city hall flooring and ceiling tiles, replacing nature center roof and siding, and replacing electrical, garage door, and exhaust systems at the park maintenance building.

2017 STRATEGIC PLAN – ACTION STEPS

FINANCIAL STABILITY Reserve Funding – Facilities and Equipment	• Review all currently critical items and determine if they are operational or capital in nature. • Create a plan for operational items.
FINANCIAL STABILITY General Fund Reserves	• Set appropriate fees to recover cost of services. • Monitor expenditures within approved budgets.
FINANCIAL STABILITY Budget	• Manage project budgets.

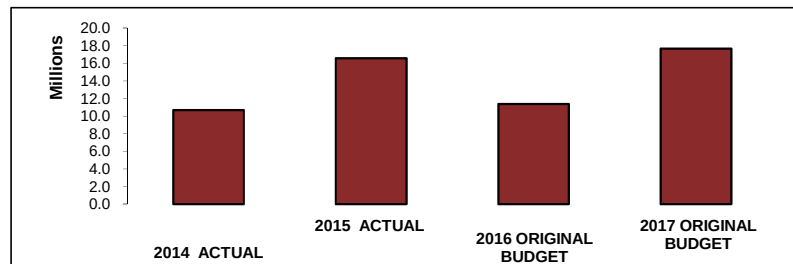
PUBLIC WORKS DEPARTMENT

COORDINATED COMMUNICATION Communication	• Department participation to successfully implement communication strategy.
TARGETED REDEVELOPMENT Gladstone Area Redevelopment	• Review and oversee Phase 2 and 3 of the Maplewood Bowl development. • Build solid relationships and seek relocation agreements with the automobile repair shops and other businesses along Frost Avenue. • New developments should reflect effects of new transit potential.
TARGETED REDEVELOPMENT Redevelopment Corridors	• Schedule meetings with all stake holders and develop a shared vision of street and land use strategies (Century Avenue Corridor).
OPERATIONAL EFFECTIVENESS Collaboration/Shared Services	• Work with Parks and Recreation on implementation of Park Master Plan Outcomes – Trails/Connectivity. • Leverage opportunities for joint operations or capital project partnerships by establishing regular work group in east metro.
OPERATIONAL EFFECTIVENESS Survey Results	• Gather statistically valid service delivery survey to track quality of delivery and responsiveness.

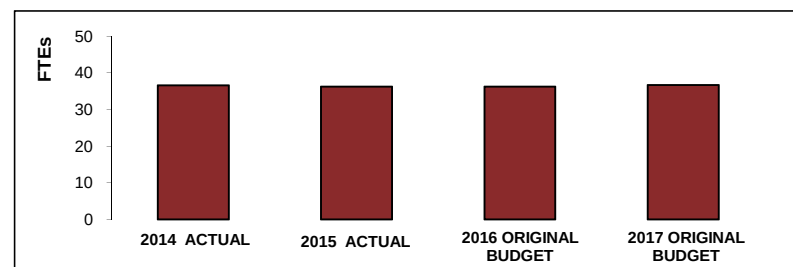
PUBLIC WORKS EXPENDITURE SUMMARY

	2014	2015	2016	2017	PERCENT
	ACTUAL	ACTUAL	ORIGINAL	BUDGET	OVER(UNDER)
Total By Program			BUDGET		2016 BUDGET
Administration	\$231,801	\$241,246	\$248,150	\$273,200	10.1%
Building Operations	561,198	591,659	617,230	627,450	1.7%
Capital Projects	0	5,765,298	166,150	6,124,100	3585.9%
Engineering	690,712	637,415	661,480	641,790	-3.0%
Fleet Management	988,955	812,536	928,230	929,950	0.2%
Forestry	121,599	135,325	167,970	175,710	4.6%
Park Maintenance	804,574	834,332	866,000	875,780	1.1%
Sanitary Sewer Operations	4,285,774	4,508,917	4,650,240	4,864,120	4.6%
Snow and Ice Control	564,528	423,910	504,850	500,900	-0.8%
Storm Sewer Maintenance	1,252,012	1,388,316	1,339,510	1,391,930	3.9%
Street Lights & Signals	224,975	205,938	238,500	220,680	-7.5%
Street Maintenance	689,700	752,481	720,870	753,090	4.5%
Street Sweeping	271,032	278,954	270,220	277,310	2.6%
Totals	10,686,860	16,576,327	11,379,400	17,656,010	55.2%
Total By Classification					
Personnel Services	3,336,603	3,499,777	3,579,240	3,767,440	5.3%
Commodities	643,775	469,905	623,110	590,380	-5.3%
Contractual Services	4,921,631	5,029,251	5,363,600	5,407,150	0.8%
Capital Outlay and Depreciation	1,250,318	7,038,598	1,256,450	7,351,450	485.1%
Other Charges	534,533	538,796	557,000	539,590	-3.1%
Totals	10,686,860	16,576,327	11,379,400	17,656,010	55.2%
Total By Fund					
General Fund	3,664,112	3,616,368	3,786,550	3,847,920	1.6%
Capital Projects Funds	0	5,765,298	166,150	6,124,100	3585.9%
Sewer Fund	4,285,774	4,508,917	4,650,240	4,864,120	4.6%
Environmental Utility Fund	1,523,044	1,667,270	1,609,730	1,669,240	3.7%
Street Light Utility Fund	224,975	205,938	238,500	220,680	-7.5%
Fleet Management Fund	988,955	812,536	928,230	929,950	0.2%
Totals	\$10,686,860	\$16,576,327	\$11,379,400	\$17,656,010	55.2%
Number of Employees (FTE)	36.55	36.25	36.25	36.65	1.1%

Expenditures



Employees



Department: Public Works
Program: Administration

Fund # : 101
Program # : 501

Program Description

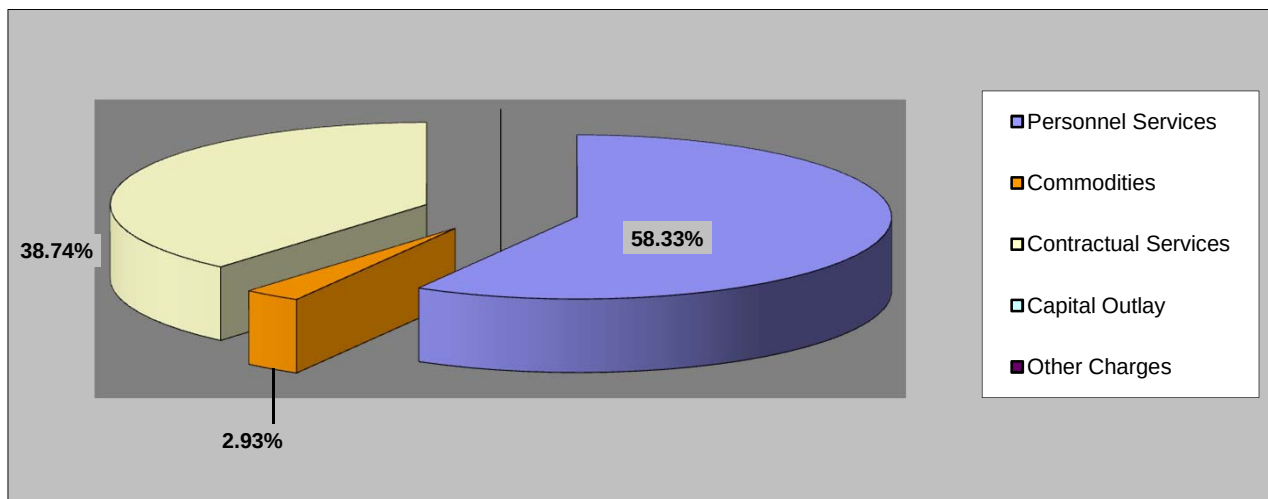
To provide accurate and timely administrative, clerical and financial support services for public works programs and to handle service requests, complaints and inquiries from the public in a courteous and helpful manner.

Program Expenditure Highlights

A reallocation of hours among programs resulted in a slightly higher allocation toward public works administration.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 92,633	\$ 138,065	\$ 133,500	\$ 159,370
Commodities	4,699	5,633	8,000	8,000
Contractual Services	134,469	97,548	106,650	105,830
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 231,801	\$ 241,246	\$ 248,150	\$ 273,200
Percent Change		4.1%	2.9%	10.1%
Full-Time Equivalent positions	0.85	1.25	1.25	1.35

Program Expenditures by Classification



Department:	Public Works	Fund #:	101
Program:	Administration	Program #:	501

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
Council agenda reports	66	63	60	60
Number of mechanic work orders processed	1,578	1,345	1,200	1,200
Number of new projects set up	23	28	25	25
Permits issued	168	194	180	180
E-mails from website requiring follow-up	24	30	40	40
<u>PERFORMANCE MEASURES</u>				
Percent of work orders entered accurately	98%	99%	99%	99%
Percent of permits issued accurately	99%	99%	99%	99%
Percent of initial contact to calls/emails within 4 hours during a work day	99%	99%	99%	99%

COMMENTS

The number of active projects shows a slight increase due to improved tracking. The number of permits issued shows a slight increase with new permit requirements and are expected to remain at a consistent level. The "Fix-It" form on the website has provided residents an alternative to calling in concerns.

Administrative staff continues to provide quality service in a timely and efficient manner with a focus on customer satisfaction. Staff is actively updating the department webpages to engage website visitors with better communication options.

Department: Public Works
Program: Building Operations

Fund # : 101
Program # : 115,110,117

Program Description

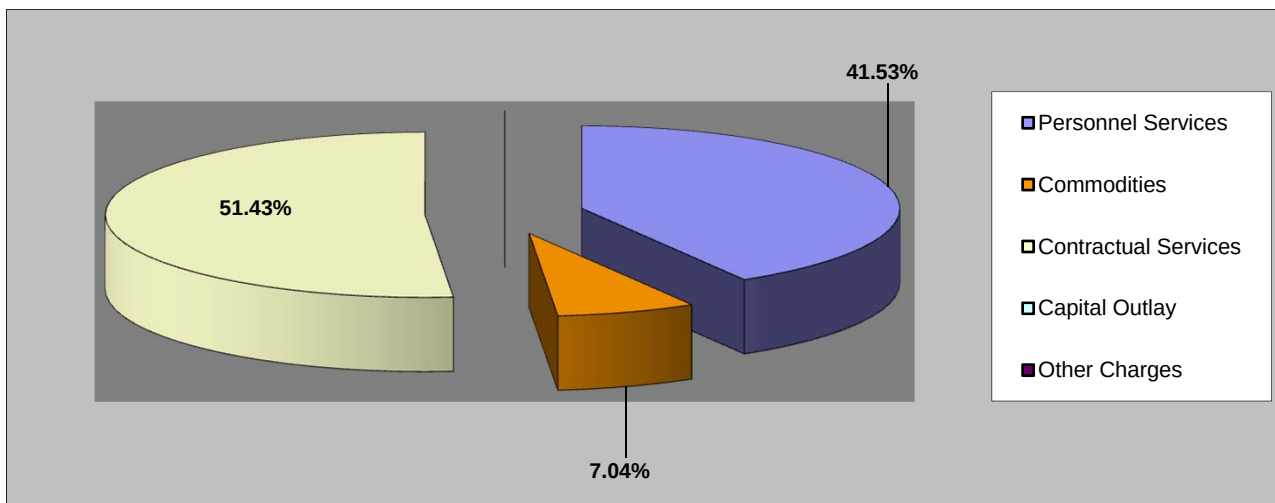
To provide a clean, well-maintained and comfortable environment for building users of the 1810 (Park Maintenance), 1830 (City Hall) and 1902 (Parks & Recreation, Public Works and Environmental & Economic Development) buildings.

Program Expenditure Highlights

No significant changes in Building Operations for 2017.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 205,999	\$ 215,507	\$ 219,830	\$ 260,570
Commodities	42,921	41,674	57,800	44,200
Contractual Services	312,278	292,475	339,600	322,680
Capital Outlay	-	42,003	-	-
Other Charges	-	-	-	-
Total	\$ 561,198	\$ 591,659	\$ 617,230	\$ 627,450
Percent Change		5.4%	4.3%	1.7%
Full-Time Equivalent positions	2.70	2.70	2.70	2.70

Program Expenditures by Classification



Department:	Public Works	Fund #:	101
Program:	Building Operations	Program #:	115

	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>Performance Measures</u>				
<u>OUTPUTS/WORKLOAD</u>				
Number of help desk requests	460	290	270	250
Number of completed help desk requests	458	289	270	250
<u>PERFORMANCE MEASURES</u>				
Percent of help desk requests completed	99%	99%	100%	100%

COMMENTS

During 2014, Building Operations was moved from I.T. to Public Works. This program covers routine HVAC and building maintenance for the City Hall Complex, 1902 Building Complex, Park Maintenance Building, Fire Stations and the Nature Center.

Staff anticipates seeing a decrease in requests annually due in part to an asset management study which was completed on all city buildings and a five-year CIP plan. This will allow for proactive replacements and repairs.

The reduction in help desk requests from 2014 to 2015 is due to the tracking of MCC operations being removed from this indicator because the building is no longer funded in this program.

Department: Public Works
Program: Engineering

Fund # : 101
Program # : 503

Program Description

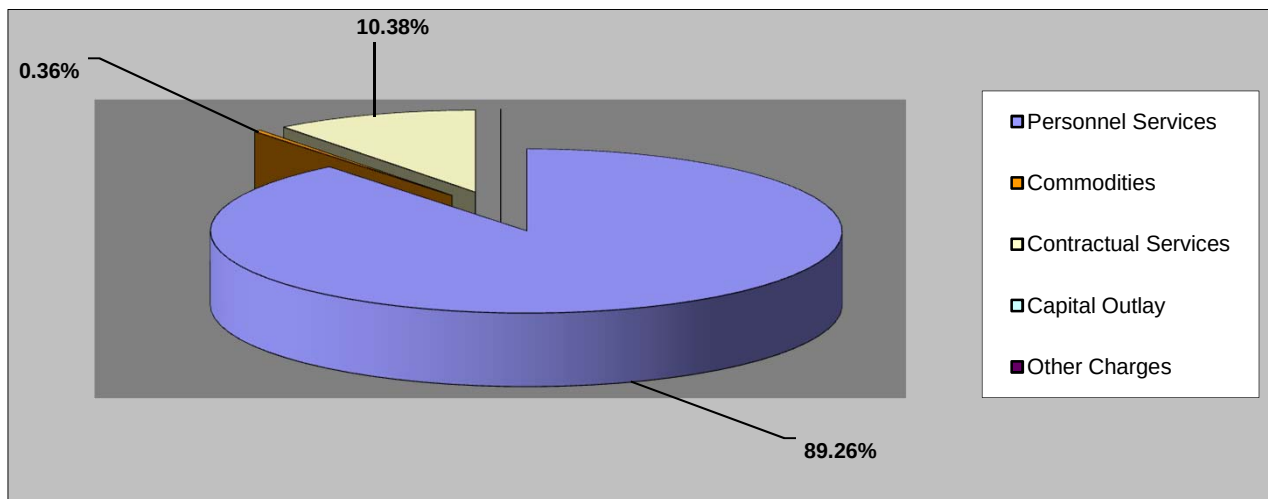
Provide technical support and design services for a strong infrastructure of streets, storm sewer management, sanitary sewer and water systems.

Program Expenditure Highlights

The increase in personnel services in 2016 is due to pay increases and an increase in the cost of benefits.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 628,846	\$ 584,293	\$ 598,140	\$ 572,880
Commodities	1,436	2,160	3,300	2,300
Contractual Services	60,430	50,962	60,040	66,610
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 690,712	\$ 637,415	\$ 661,480	\$ 641,790
Percent Change		(-7.7%)	3.8%	(-3.0%)
Full-Time Equivalent positions	5.90	4.60	4.60	4.50

Program Expenditures by Classification



Department:	Public Works	Fund #:	101
Program:	Engineering	Program #:	503

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Revenue generated	\$800,523	\$529,972	\$600,000	\$650,000
Improvements (engineered in-house only)	\$5.0 mil	\$0 mil	\$3.4 mil	\$3.8 mil
Improvements (in-house and consultants)	\$10.5 mil	\$4.7 mil	\$0 mil	\$0 mil
Billable hours	7,775	4,705	6,600	7,200
Inter-department assistance (hours)	1,001	1,200	600	600
Total staff hours available	10,390	10,390	10,390	10,390
Number of erosion control inspections	468	318	350	350
Number of grading permits issued	45	41	40	40
Number of driveway permits issued	46	69	50	50
Number of right-of-way permits issued	92	92	90	90
Number of utility permits issued	69	67	70	70
Number of project reviews	23	24	20	20
<u>PERFORMANCE MEASURES</u>				
Staff utilization rate	75%	45%	63%	69%
Percent of improvement costs engineered in-house	48%	0%	100%	100%

COMMENTS

The engineering program remains a revenue-producing program with revenues exceeding the program costs which allows for a contribution back into the general fund. The program is projected to have a staff utilization rate in excess of 50% on improvement projects which shows the program is continuing a high staff assignment rate to improvement projects. Additionally, the program continues to supply support on projects led by other departments along with performing inspections, issuing permits and servicing the public.

Over the past few years there has been a reduction in the street reconstruction program. With the approval of the gas franchise fee in 2015, an additional 2 miles of street reconditioning projects per year will be performed over the next 20 years. This additional investment will have significant impacts on the quality of the local roads in Maplewood.

Department: Public Works
Program: Fleet Management

Fund # : 702
Program # : 509

Program Description

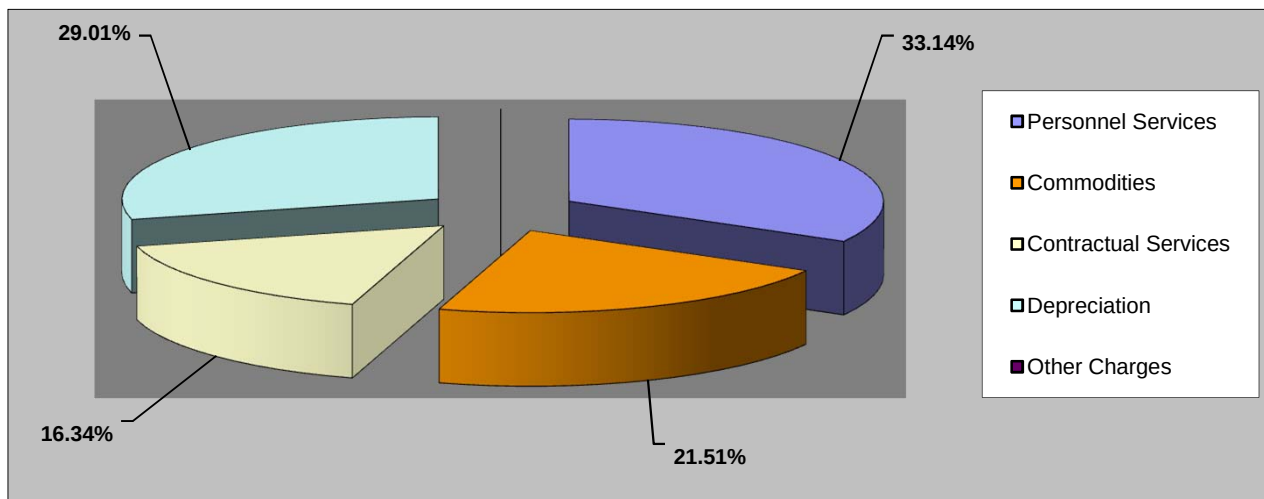
To maintain and repair the vehicles and equipment fleet so that other departments can perform their public services.

Program Expenditure Highlights

Under commodities, fuel costs are anticipated to decrease.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 276,635	\$ 291,165	\$ 304,080	\$ 308,200
Commodities	236,138	132,505	215,500	200,000
Contractual Services	191,010	119,312	138,750	151,990
Depreciation	285,172	269,554	269,760	269,760
Other Charges	-	-	140	-
Total	\$ 988,955	\$ 812,536	\$ 928,230	\$ 929,950
Percent Change		(-17.8%)	14.2%	0.2%
Less charges to other depts.	(851,232)	(921,700)	(928,230)	(929,950)
Net Total	137,723	(109,164)	0	0
Full-Time Equivalent positions	3.35	3.50	3.50	3.40

Program Expenditures by Classification



Department: Public Works
Program: Fleet Management

Fund #: 702
Program #: 509

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Total vehicles in fleet	264	264	264	263
Hours on work orders	3,293	2,964	3,100	3,100
Total staff hours	5,225	5,025	5,100	5,100
Number of work orders	1,898	1,621	1,750	1,750
Average age of equipment/vehicle	9.5	9.7	9.9	9.9
<u>PERFORMANCE MEASURES</u>				
Percent of chargeable time	63%	59%	61%	61%
Work orders per vehicle	7.2	6.1	6.6	6.6

COMMENTS

This program is showing the average age of the equipment/vehicles continues to rise. The number of work orders decreased slightly in 2015 due to fewer repairs.

Department: Public Works
Program: Forestry

Fund # : 101
Program # : 516

Program Description

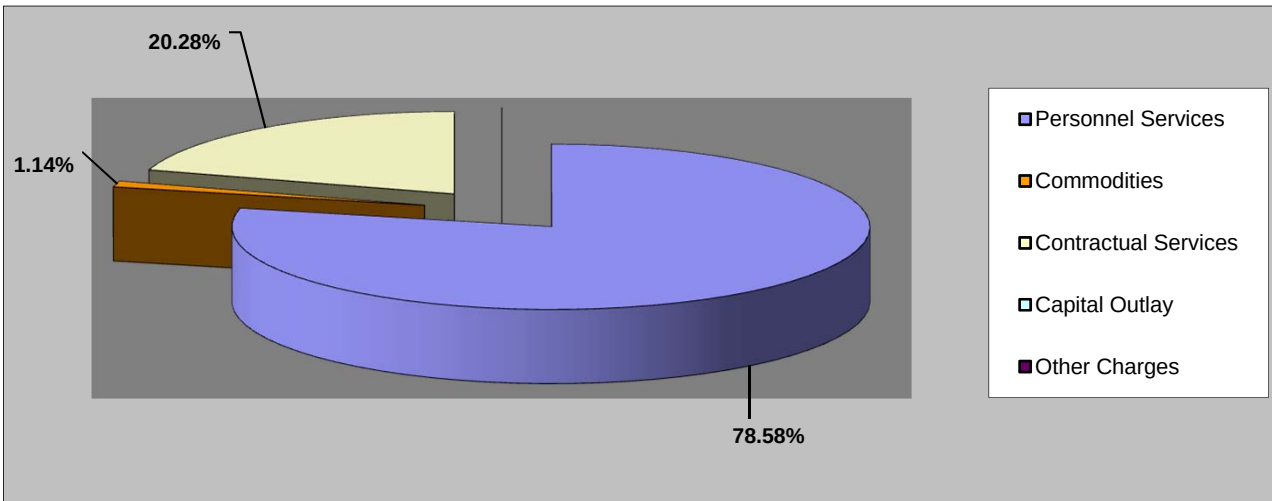
To maintain the City's urban forest which includes trimming, diseased tree removals and storm cleanup.

Program Expenditure Highlights

The increase in personnel services is due to pay increases and an increase in the cost of benefits.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 87,432	\$ 105,857	\$ 130,380	\$ 138,080
Commodities	1,587	4,251	2,000	2,000
Contractual Services	32,580	25,217	35,590	35,630
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 121,599	\$ 135,325	\$ 167,970	\$ 175,710
Percent Change		11.3%	24.1%	4.6%
Full-Time Equivalent positions	1.70	1.65	1.65	1.65

Program Expenditures by Classification



Department:	Public Works	Fund #:	101
Program:	Forestry	Program #:	516

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
Number of trees (city maintained parks and boulevards)	9,777	10,136	10,176	10,176
Number of calls for service	213	185	200	200
Number of trees removed from city project areas	54	20	0	0
Number of trees planted in city project areas	64	389	0	0
<u>PERFORMANCE MEASURES</u>				
Percent of service calls resolved	100%	100%	100%	100%

COMMENTS

The forestry program was implemented in 2012. This program allows enhanced tracking of activities related to the urban forest where the city has maintenance responsibilities. The program encompasses customer service, tree inspections, tree removals, and regular maintenance activities such as trimming and cleanup.

This program is separate from the tree preservation program in the Parks and Recreation Department. That program will continue to fund tree plantings in coordination with the rebate program. This program will track the number of new trees planted.

Large increase in 2015 is related to Gladstone Phase II project. The 2016 and 2017 street projects are reclaim projects only and will not involve any trees removals or plantings.

Department: Public Works
Program: Park Maintenance

Fund # : 101
Program # : 602

Program Description

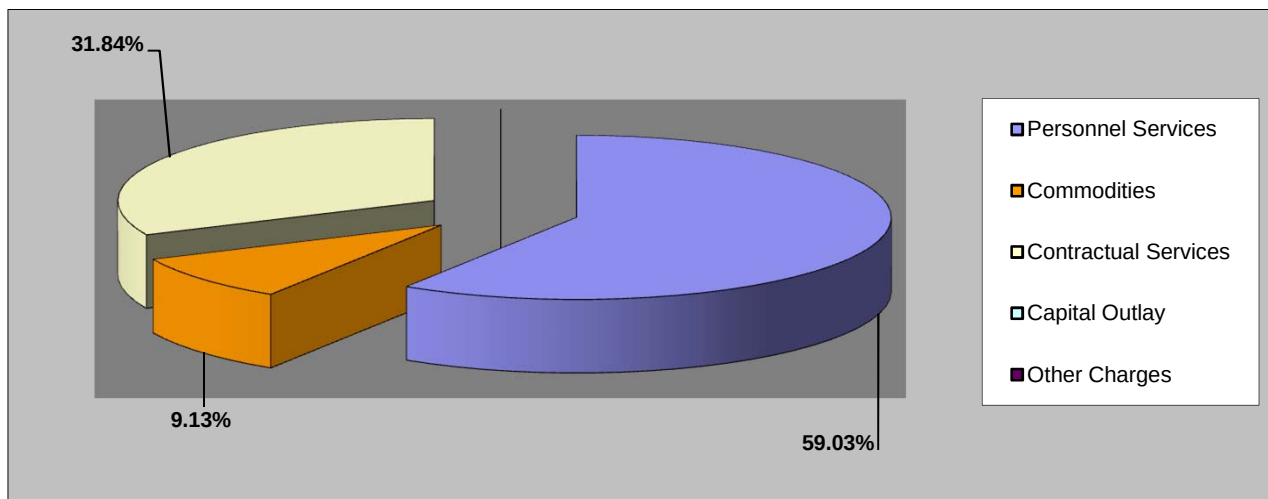
To preserve and maintain the parks, preserves, and campus grounds in a safe, clean and attractive condition for our city residents and visitors.

Program Expenditure Highlights

The increase in personnel services is due to pay increases and an increase in the cost of benefits.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 461,090	\$ 495,179	\$ 491,830	\$ 516,930
Commodities	75,571	63,390	93,280	79,980
Contractual Services	259,061	260,595	280,890	278,870
Capital Outlay	8,852	15,168	-	-
Other Charges	-	-	-	-
Total	\$ 804,574	\$ 834,332	\$ 866,000	\$ 875,780
Percent Change		3.7%	3.8%	1.1%
Full-Time Equivalent positions	5.65	5.65	5.65	5.65

Program Expenditures by Classification



Department:	Public Works	Fund #:	101
Program:	Park Maintenance	Program #:	602

<u>Performance Measures</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Estimate</u>	<u>2017 Estimate</u>
<u>OUTPUTS/WORKLOAD</u>				
Number of acres mowed per season	2,525	4,121	3,400	3,000
Number of work orders for removal of graffiti	12	16	12	12
Number of abatement actions for Code Enforcement	13	12	12	12
Number of times athletic fields are maintained	769	757	775	775
<u>PERFORMANCE MEASURES</u>				
Percent of citizens rating the physical conditions of parks, preserves, open spaces, trails and recreation facilities as good or excellent	83%*	83%	83%	83%

COMMENTS

The major priority for park maintenance is to keep the parks well maintained and prepared for athletic activities. Park maintenance also leads the effort in removal of graffiti in addition to working with Code Enforcement to abate nuisances as needed.

A conscious effort continues to reduce mowing acreage annually with the creation of more natural areas consistent with a sustainability approach. The increase in number of acres mowed in 2015 was due to an earlier spring and late fall creating a long mowing season.

*Data from the 2014 Statistically Valid Park Survey.

Department: Public Works
Program: Sanitary Sewer Operations

Fund # : 601
Program # : 508

Program Description

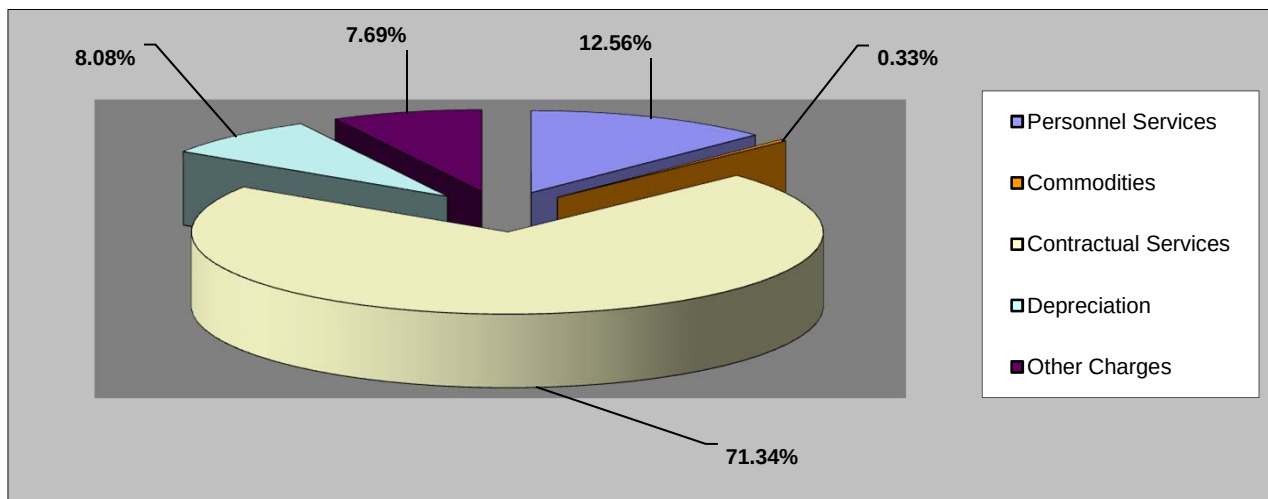
To clean, repair and operate the wastewater infrastructure to minimize interruptions to customers.

Program Expenditure Highlights

Sewage treatment is a majority of the total annual budget for this program and can fluctuate due to wet weather, resulting in high flow years and low flow years.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 508,050	\$ 553,851	\$ 562,120	\$ 611,060
Commodities	23,822	11,932	20,860	16,100
Contractual Services	2,997,107	3,195,951	3,298,740	3,469,850
Depreciation	405,465	393,109	393,170	393,170
Other Charges	351,330	354,074	375,350	373,940
Total	\$ 4,285,774	\$ 4,508,917	\$ 4,650,240	\$ 4,864,120
Percent Change		5.2%	3.1%	4.6%
Full-Time Equivalent positions	5.55	5.70	5.70	5.82

Program Expenditures by Classification



Department:	Public Works	Fund #:	601
Program:	Sanitary Sewer Operations	Program #:	508

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Feet of sewer cleaned	273,312	360,941	350,000	300,000
Hours of sewer cleaning	337	509	480	380
Feet of sewer televised	26,433	33,528	40,000	40,000
Total miles of sewer	155	155	155	155
Sewage volume (MG)	1,625	1,625	1,625	1,625
<u>PERFORMANCE MEASURES</u>				
Percent of system cleaned	34%	44%	42%	37%
Percent of system televised	3.2%	4%	4.8%	4.8%
Number of backup calls	56	43	45	45
Number of obstructions in sewer main	5	3	4	4
<u>EFFICIENCY MEASURES</u>				
Feet cleaned per hour	811	709	729	789

COMMENTS

The feet of sewer cleaned in 2015 increased due to an earlier start to the cleaning season.

Department: Public Works
Program: Snow and Ice Control

Fund # : 101
Program # : 514

Program Description

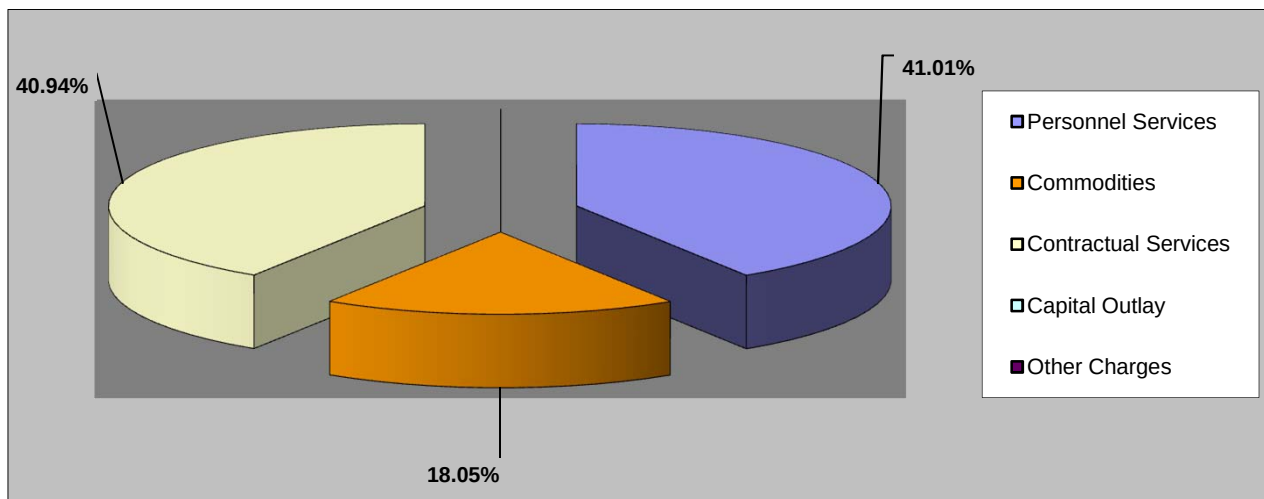
To provide safe winter driving conditions for the community through timely plowing and chemical applications completed within 8 hours after a 3+ inch snowfall; and plow all trails and sidewalks within 48 hours after the completion of all street operations.

Program Expenditure Highlights

There is an increase budgeted for maintenance materials in the commodities line based on historical data. The increase in contractual services is due to internal vehicle rental rates.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 252,966	\$ 167,372	\$ 199,600	\$ 205,420
Commodities	122,230	60,182	100,400	90,400
Contractual Services	189,332	196,356	204,850	205,080
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 564,528	\$ 423,910	\$ 504,850	\$ 500,900
Percent Change		(-24.9%)	19.1%	(-0.8%)
Full-Time Equivalent positions	2.00	2.00	2.00	2.00

Program Expenditures by Classification



Department: Public Works
Program: Snow & Ice Control

Fund #: 101
Program #: 514

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Hours of plowing and deicing	1,858	1,023	1,100	1100
Number of plowing events	26	13	14	14
Hours of deicing	508	300	300	300
Number of deicing events	24	12	13	13
Lane miles maintained	271	271	271	271
Inches of snowfall	66	30	55	55
<u>EFFECTIVENESS INDICATORS</u>				
Dollars per lane-mile	\$2,083	\$1,580	\$1,863	\$1,863
<u>PERFORMANCE MEASURES</u>				
Average hours to plow event	7.1	7.9	7.8	7.8
Employee hours per deicing event	21	30	23	23

COMMENTS

This program remains very efficient. The department continues to cross-train employees within the department to assist in snow plow operations to meet the 8 hour goal. Increase in cost per lane-mile relates to amount of deicing materials purchased.

Increase in hours is due to staff shortage.

Decrease per lane-mile due to most events occurring during scheduled shifts resulting in minimal overtime.

Department: Public Works
Program: Storm Sewer Maintenance

Fund # : 604
Program # : 512

Program Description

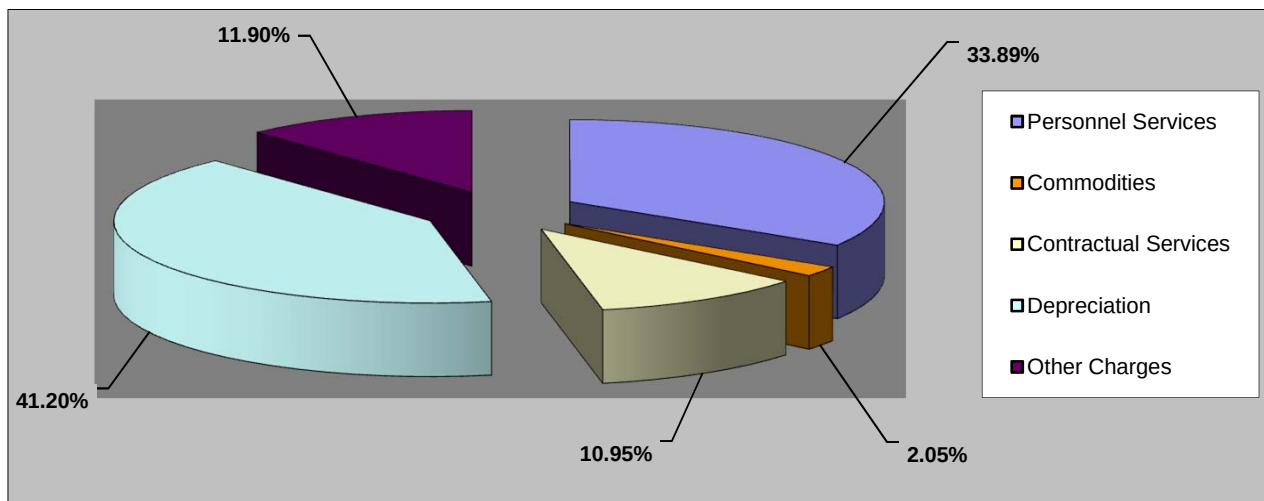
To protect the environment and public safety by providing an adequate storm water system and wetland management program that addresses and enhances the treatment of storm water runoff.

Program Expenditure Highlights

The increase in personnel services is due to pay increases and an increase in the cost of benefits.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 351,413	\$ 423,587	\$ 434,200	\$ 471,730
Commodities	32,874	35,896	18,500	28,600
Contractual Services	151,465	189,946	150,680	152,430
Depreciation	550,829	573,523	573,520	573,520
Other Charges	165,431	165,364	162,610	165,650
Total	\$ 1,252,012	\$ 1,388,316	\$ 1,339,510	\$ 1,391,930
Percent Change		10.9%	(-3.5%)	3.9%
Full-Time Equivalent positions	3.40	3.75	3.75	3.88

Program Expenditures by Classification



Department: Public Works
Program: Storm Sewer Maintenance

Fund #: 604
Program #: 512

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Total # of water bodies	275	275	275	275
Water bodies inspected	0	0	138	138
Total outfalls	440	464	464	464
Outfalls inspected	0	464	0	0
Total sump structures	186	152	152	152
Sump structures inspected	186	152	152	152
Sump structures cleaned	75	30	30	30
Tons of sediment removed from sumps	39	20	20	20
<u>PERFORMANCE MEASURES</u>				
Percent of water bodies and outfalls inspected	0%	0%	50%	50%
Percent of sump structures inspected	100%	100%	100%	100%

COMMENTS

This program was new in 2004 and shows the growth of information, inspection and the dedication of personnel to the storm sewer program responsibilities. This is a major growth program as the requirements of the National Pollutant Discharge Elimination System (NPDES) Permit require additional inspections and maintenance activities to meet the storm water goals of the region. The sump structures are now part of the performance indicators, with a goal of 100% sediment removal of all sump structures in need of sediment removal. In addition, with the mandates required by the NPDES MS4 Permit, which is 5-years in duration, the goal is to inspect all water bodies over that period.

Total number of sump structures decreased because weir stations, storm ceptors and underground storage have been separated from the sump list.

Increase in outfalls due to definition change in description of outfall by MPCA.

Department: Public Works
Program: Street Lights and Signals

Fund # : 607
Program # : 506

Program Description

To maintain and operate street lights and traffic signals.

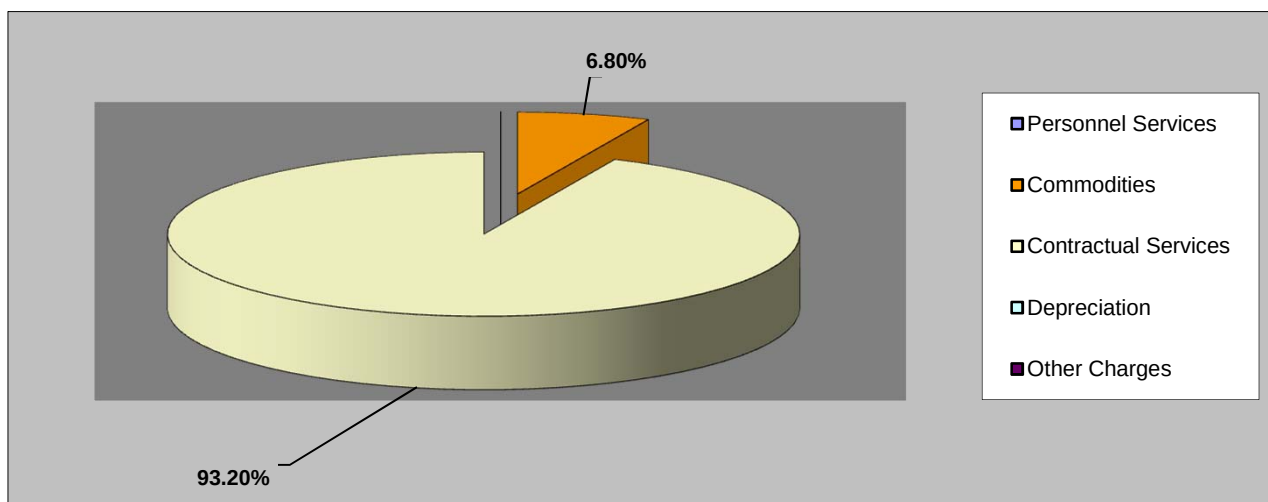
Program Expenditure Highlights

The internal administrative charge from the General Fund was eliminated for 2017.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	17,351	-	15,000	15,000
Contractual Services	190,114	186,580	204,600	205,680
Depreciation	-	-	-	-
Other Charges	17,510	19,358	18,900	-
Total	\$ 224,975	\$ 205,938	\$ 238,500	\$ 220,680
Percent Change		(-8.5%)	15.8%	(-7.5%)

Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department: Public Works
Program: Street Lights & Signals

Fund #: 607
Program #: 506

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Number of street lights	1,130	1,153	1,153	1,153
Number of traffic signals	90	90	90	90
<u>PERFORMANCE MEASURES</u>				
Average cost per street light	\$199	\$217	\$220	\$220

COMMENTS

The number of street lights increased in 2011 as a result of the decorative pedestrian lighting installed near the Maplewood Mall on White Bear Avenue and County Rd D. The number also increased in 2012 with the installation of twenty new decorative pedestrian lights in the Gladstone area. In 2013, six new decorative lights were installed on the new English Bridge. The City of Saint Paul maintains the specialty lighting while Xcel Energy maintains the standard fixtures.

Increase of 23 street lights installed as part of the Gladstone Phase II project in 2015.

Department: Public Works
Program: Street Maintenance

Fund # : 101
Program # : 502

Program Description

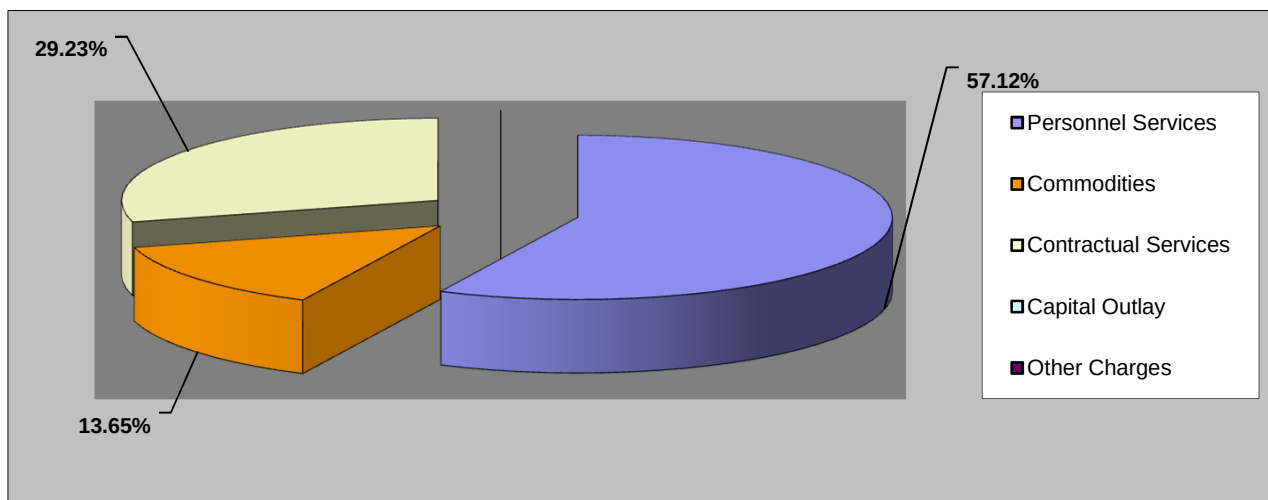
To keep the city streets in a safe and good condition through timely maintenance.

Program Expenditure Highlights

The increase in personnel services is due to pay increases and an increase in the cost of benefits.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ 382,793	\$ 431,173	\$ 415,370	\$ 430,160
Commodities	84,835	110,973	85,670	102,800
Contractual Services	221,810	210,335	219,830	220,130
Capital Outlay	-	-	-	-
Other Charges	262	-	-	-
Total	\$ 689,700	\$ 752,481	\$ 720,870	\$ 753,090
Percent Change		9.1%	(-4.2%)	4.5%
Full-Time Equivalent positions	4.50	4.50	4.50	4.50

Program Expenditures by Classification



Department: Public Works
Program: Street Maintenance

Fund #: 101
Program #: 502

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Total lane miles of streets	271	271	271	271
Lane miles rated	75	71.9	90	90
Lane miles above 70 PCI	156	156	162	165
Tonnage of repair material	560	590	500	500
<u>PERFORMANCE MEASURES</u>				
Percent of lane miles over a 70 PCI rating	59%	58%	60%	61%
Percent of lane miles rated	28%	26%	33%	33%

COMMENTS

The investment in the City's road reconstruction program is shown in the mileage of streets expected to be above the good rating of 70 PCI. The goal of the department is to get at least 75% of the streets into a category of good within the next 5 years. This program is a long term investment in the infrastructure of the City of Maplewood. It is the City's goal to rate 1/3 of the City's streets each year.

As the franchise fee revenue is put toward fixing an additional 2 miles per year, the percent of lane miles over a 70 PCI should steadily increase assuming additional street do not drop below 70 PCI.

Department: Public Works
Program: Street Sweeping

Fund # : 604
Program # : 513

Program Description

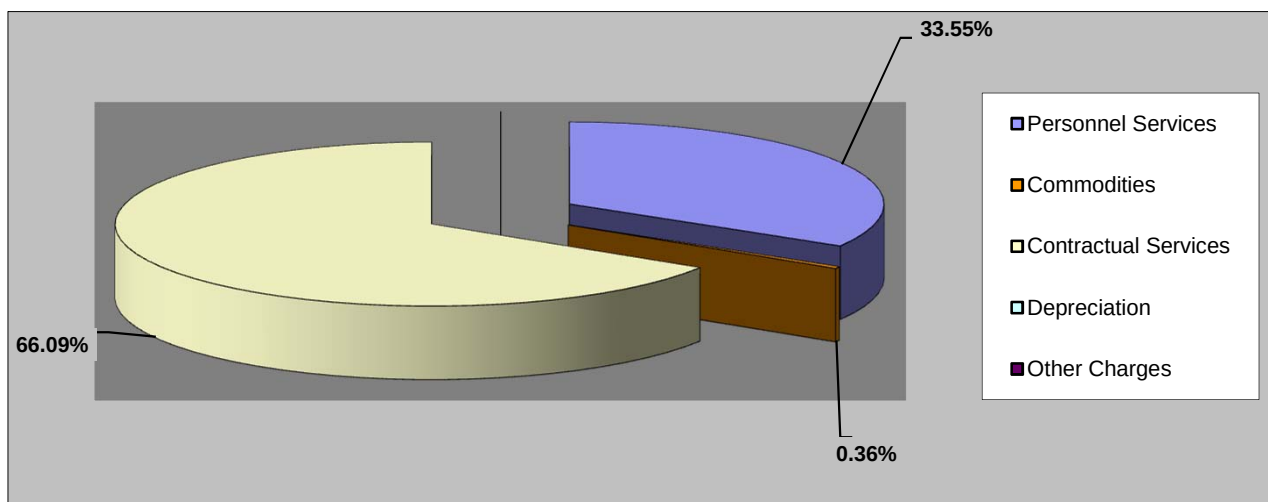
To provide clean streets and protect the environment through timely street sweeping with a goal of sweeping each street five times per year.

Program Expenditure Highlights

No significant change in the Street Sweeping budget for 2017.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ 88,746	\$ 93,728	\$ 90,190	\$ 93,040
Commodities	311	1,309	2,800	1,000
Contractual Services	181,975	183,917	177,230	183,270
Depreciation	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 271,032	\$ 278,954	\$ 270,220	\$ 277,310
Percent Change		2.9%	(-3.1%)	2.6%
Full-Time Equivalent positions	0.95	0.95	0.95	0.95

Program Expenditures by Classification



Department: Public Works
Program: Street Sweeping

Fund #: 604
Program #: 513

Performance Measures	2014 Actual	2015 Actual	2016 Estimate	2017 Estimate
<u>OUTPUTS/WORKLOAD</u>				
Total lane miles	271	271	271	271
Lane miles swept	1,084	1,084	1,390	1,355
Employee hours sweeping	1,326	1,361	1,500	1,800
Tonnage collected	2,010	1,467	2,500	2,000
<u>PERFORMANCE MEASURES</u>				
Times swept per year	4	4	5	5
1 st sweep completion date	5/14	4/15	4/15	4/15
Cost per lane mile swept	\$250	\$250	\$194	\$200
Cost per capita	\$6.94	\$6.88	\$6.83	\$6.83

COMMENTS

This program is maintaining a steady pace of implementation. The indicators show that the average date of completion of the first sweep is in early April which typically allows much of the winter debris to be swept up prior to major rainstorm events.

The department is maintaining the employee hours dedicated to this program and has been able to provide every street with at least 3 sweepings per year, with goal of 5 times per year.

The number of times swept in 2014 was impacted by a late first round completion due to weather conditions.

The increase in cost is related to screening and disposal at Industrial Landfill.

Note: Cost per capita is based on estimated population provided by Environmental and Economic Development Department as follows:

2014 – 39,054
 2015 – 39,578
 2016 - 40,102
 2017 – 40,626

Department: Public Works
Program: Capital Projects

Fund # : 400's
Program # :

Program Description

To provide a safe and reliable system of infrastructure.

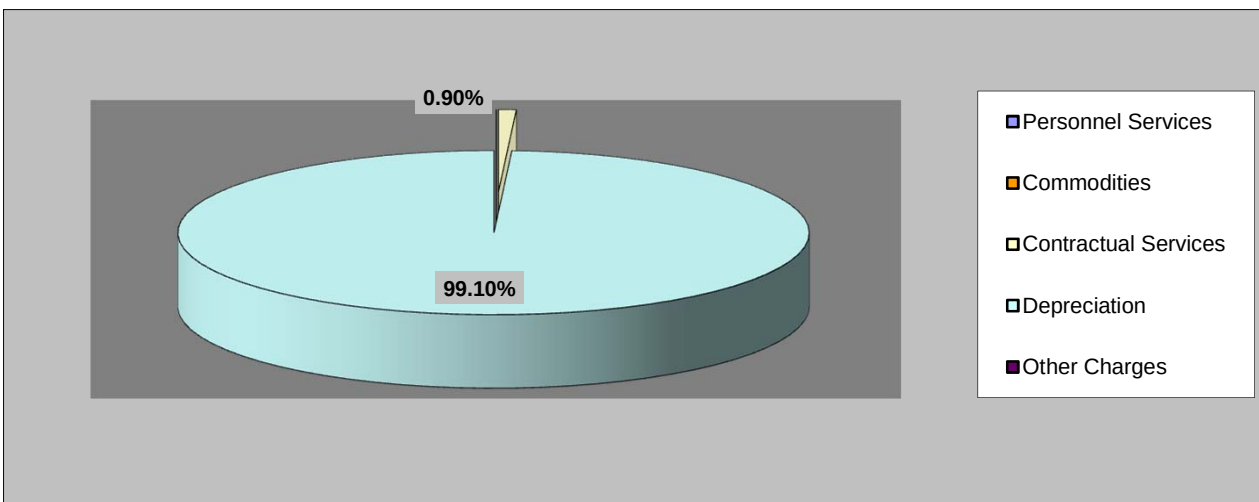
Program Expenditure Highlights

Capital Projects were added to the departmental section in 2017. Data for 2014 has not been compiled.

<u>Program Expenditures</u>	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2017 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	17,072	146,150	9,100
Depreciation	-	75,477	20,000	1,000,000
Other Charges	-	-	-	-
Total	\$ -	\$ 92,549	\$ 166,150	\$ 1,009,100
Percent Change		100.0%	79.5%	507.3%

Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



Department: Public Works
Program: Public Improvement Projects

Fund # : 500
Program # :

Program Description

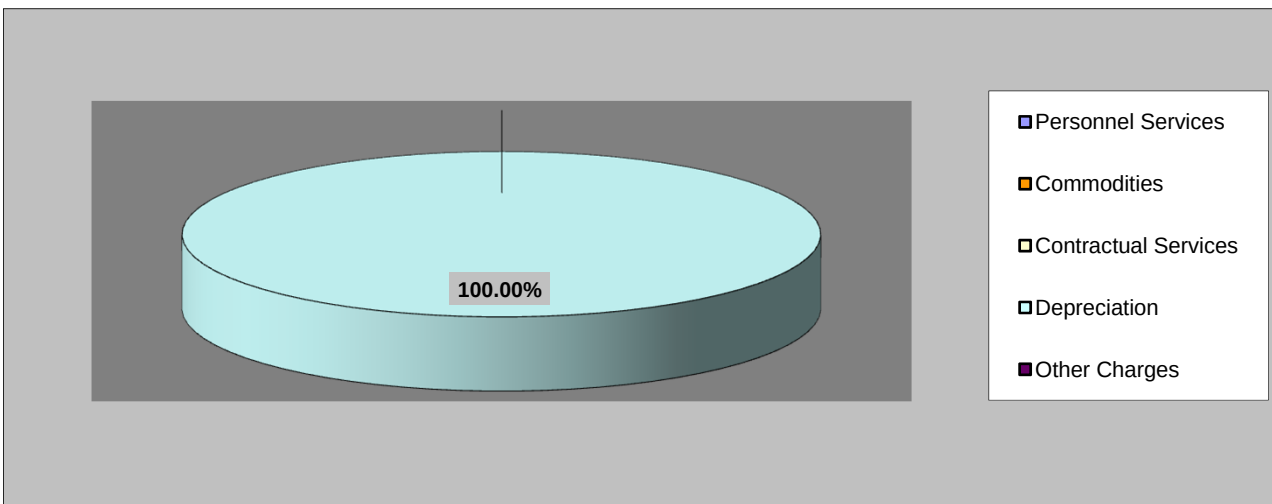
To provide a safe and reliable system of infrastructure.

Program Expenditure Highlights

Public Improvement Projects were added to the departmental section in 2017. Data for 2014 has not been compiled.

<u>Program Expenditures</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 BUDGET</u>	<u>2017 BUDGET</u>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	2,985	-	-
Depreciation	-	5,669,764	-	5,115,000
Other Charges	-	-	-	-
Total	\$ -	\$ 5,672,749	\$ -	\$ 5,115,000
Percent Change		100.0%	(-100.0%)	100.0%
Full-Time Equivalent positions	-	-	-	-

Program Expenditures by Classification



SECTION VI

CAPITAL IMPROVEMENT PLAN



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Maplewood

City of Maplewood

Ramsey County, Minnesota

2017 – 2021 Capital Improvement Plan



Maplewood

Adopted December 12, 2016

Prepared by the Department of Finance

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SECTION I INTRODUCTION



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CITY OF MAPLEWOOD, MINNESOTA

PRINCIPAL CITY OFFICIALS

NOVEMBER 2016

CITY COUNCIL

NORA SLAWIK, MAYOR
Term Expires 12-31-2017

KATHLEEN JUENEMANN, COUNCILMEMBER
Term Expires 12-31-2017

MARYLEE ABRAMS, COUNCILMEMBER
Term Expires 12-31-2017

BRYAN SMITH, COUNCILMEMBER
Term Expires 01-04-2020

TOU XIONG, COUNCILMEMBER
Term Expires 01-04-2020

CITY MANAGERIAL STAFF

Officer	Position	Date Appointed
Melinda Coleman	City Manager	February 6, 2015
Mike Funk	Assistant City Manager/HR Director	February 23, 2015
DuWayne Konewko	Director of Environmental & Economic Development	May 2, 2016
Ellen Paulseth	Finance Director	May 2, 2016
DuWayne Konewko	Director of Parks & Recreation	January 1, 2011
Mychal Fowlds	Director of Information Technology	February 6, 2006
Karen Haag	Director of Citizen Services	August 5, 1996
Steve Lukin	Fire Chief	March 17, 2000
Michael Thompson	Director of Public Works	June 4, 2012
Paul Schnell	Police Chief	July 29, 2013

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December 12, 2016

Honorable Mayor and Council Members:

Introduction

The 2017 – 2021 Proposed Capital Improvement Plan (CIP) for the City of Maplewood is submitted herewith. The City Manager, department heads and staff members have worked diligently to produce a document that is practical, substantive and insightful.

Capital Improvement Plan Goals

- **Acknowledge and Communicate Public Infrastructure Priorities and Dynamics;**
- **Ensure Appropriate Responses to Changing Infrastructure Needs and Demands;**
- **Develop a Financial Assessment of Capital Resources Available to Meet Future Capital Project Planning Needs;**
- **Institute a Strategic Vision Predicated on Maintaining High Quality Infrastructure Capable of Meeting the Needs of Our Citizens for Today and Tomorrow.**

The purpose of the City's CIP is to identify, prioritize and address community needs through careful long-term capital planning and balanced public investment in supporting physical infrastructure. To ensure that this commitment is both meaningful and achievable, appropriate capital improvement factors were given significant consideration in developing a CIP that addresses community priorities over the next five (5) years. The CIP will also provide a planning foundation for future needs assessments to ensure the City is appropriately responding to the critical infrastructure needs necessary for sustainable future growth. The CIP represents a beginning in terms of producing a comprehensive planning response to address changing capital needs by developing a project schedule that will lead to timely and cost-effective project completions.

Discussion

The 2017 – 2021 CIP has been prepared as a strategic planning tool to assist the City Council in identifying proposed capital improvement projects over the next five years. With the inclusion of preliminary financing sources, and appropriate background information citing needs and projected cost estimates, this document will provide the Council with the information to begin the process for planning improvements that meet the City's physical infrastructure needs. Consequently, the CIP serves as a flexible guide to properly identify the critical components of the City's infrastructure, yet maintain flexibility in determining project timeframes, project scope and possible funding sources. The 2017-2021 CIP continues the emphasis of judiciously managing the City's limited resources by prudently planning for known and/or anticipated future capital expenditures.

A critical step in the plan adoption process is the collaborative nature of plan review that involves the leadership of the City Council, the input of appointed commissions and staff, and comment from the community. Consequently, the strategic value of this plan lies in the acknowledgement of future needs by the governing body and the effective communication of those needs to the general public during project development stages. Likewise, the availability and preliminary designation of fiscal resources to serve both current and future needs is critical to the achievement of plan outcomes that meet with Council approval. For major infrastructure improvements, feasibility studies are performed and affected constituencies are notified to formally disseminate and receive public feedback on proposed project plans. This process culminates with the City Council considering all relevant information and making a final decision on the proposed capital improvements.

The public process that supports the advancement of these projects from inception to completion is engendered in the CIP project development and authorization schedule. Formalizing the steps in the CIP project advancement process serves a number of purposes and ensures that the Council and public are kept informed regarding project purposes and desired outcomes, estimated project costs, funding sources, progress and final status. It should be emphasized that projects will require approval in various stages of project development by the City Council in accordance with approved policies.

The objectives of the 2017 – 2021 CIP are to present a comprehensive capital improvement program that communicates efforts:

- To ensure that community priorities are reflected in the capital investment plans of each City department;
- To provide a consolidated financial picture of anticipated expenditures and outline recommended funding strategies to underwrite anticipated capital improvements;
- To document and communicate capital improvement processes for City projects that will ensure consistency, an appreciation of the costs and benefits of proposed capital investments, and raise the level of public understanding regarding the City's public improvement processes;
- To provide information on the fiscal impacts of capital investment plans on total City finances; and
- To effectively plan for public improvements that support community needs in the areas of private development infrastructure, transportation, public safety, parks and recreation, utilities, and commercial/industrial growth through fiscally responsible economic development initiatives.

Accordingly, this document attempts to recognize known or perceived capital improvement needs, but as with any plan recognizes that social, economic and political considerations will by necessity determine final project outcomes. The major categories of expenditures that are identified within the CIP include, but are not limited to: 1) Public Facilities; 2) Street and Utility Construction; Maintenance and Reconstruction; 3) Construction, Maintenance and Upgrades of Parks, Playgrounds and Trails; 4) Private Development Infrastructure and Redevelopment; and) Capital Equipment and Vehicles.

The City Council, consequently, accepts this document with the provision that capital improvement planning is subject to the dynamics of community growth and political leadership and acknowledges that other unanticipated needs may take precedence over planned projects.

Projects

Major projects in the 2017 – 2021 CIP include:

Equipment & Facilities

- Facility Maintenance and Upgrades
- Fire Station Rehabilitation
- Fire Truck Replacements
- Ambulance Replacement
- Fleet Replacements
- Technology Upgrades
- Police Body Cameras and Video Storage
- Police Records Management System
- Election Equipment
- Lift Station Upgrades
- Regional Police Firearms Training Range

Street Improvements

- Farrell/Ferndale Area Street Improvements
- Dennis/McClelland Area Street Improvements
- Ferndale/Ivy Area Street Improvements
- Pond/Dorland Area Street Improvements
- East Shore Drive Area Street Improvements
- Hillwood Crestview Area Pavement
- Mailand/Crestview Forest Area Pavement
- Schaller Area Pavement
- Londin/Highpoint Area Pavement
- Southcrest/Ferndale Area Pavement
- Sterling Street Bridge Replacement
- Rice Street Project (County is lead agency)
- White Bear Ave/I694 Interchange Project (County is lead agency)

Parks

- Nature Center Upgrades
- Master Plan Park Maintenance
- Community Center Improvements
- Open Space Improvements
- Park Improvements
- Emerald Ash Borer Removal and Planting

Economic Development

- Gladstone Area Redevelopment
- Commercial Property Redevelopment

Recommendation

The 2017 – 2021 CIP is the product of collaborative planning efforts by City staff and City consultants, City commissions, and the City Council. Projects have been introduced based on anticipated future growth trends articulated in the City's Comprehensive Plan and engineered improvements in the established areas of the community, and capital deficiencies or infrastructure issues brought to the City's attention through a variety of sources.

Capital expenditures identified within the CIP are the best estimates available, and once the CIP is adopted, will be reviewed and confirmed through individual feasibility reports. We are appreciative of the commitment, good judgement and expertise that each department has contributed to the capital improvement planning process. We recommend adoption of the 2017 – 2021 Capital Improvement Plan to ensure that the City's infrastructure, facility and equipment needs will be met.

Melinda Coleman

Melinda Coleman
City Manager



CIP Public Improvement Project Authorization Schedule

The following process is a guideline for authorizing public improvement projects. The process is controlled by Minnesota statutes and community factors. It is, therefore, subject to change. It should be viewed as a guide to assist the City Council and public in understanding the public improvement process used by City staff. City Council action will facilitate each step in the process. As a result, the process time frame is a significant factor affecting the ability of City staff to properly manage and complete approved Council ordered projects within budget and in a timely manner.

1. Council approval of annual CIP projects and City Council resolution ordering preparation of feasibility study will authorize the following:

- a. Staff and/or consultant preparation of project feasibility studies;
- b. Staff preparation of detailed financial review of estimated project costs and funding sources;
- c. Neighborhood meeting may be held prior to feasibility study, subject to need and type of project.

Time Frame: June – July

2. Presentation of feasibility study:

- a. Feasibility study components:
 - i. Review of project scope, preliminary engineering design elements and construction costs;
 - ii. Estimated total project costs, including engineering, administrative, legal and fiscal expenses;
 - iii. Project financial plan/fiscal implications;
 - iv. Preliminary assessment roll, if any, for the public hearing.
- b. City Council will consider acceptance of feasibility study, and adopt a resolution "Accepting Feasibility Study and Setting Date of Public Hearing on the Project." Adoption of the resolution initiates the following:
 - i. Notices are mailed to affected residents, per statutory requirements, no less than ten days before public hearing;
 - ii. Public hearing notice is published. Two publications, one week apart, with the second publication no less than three days before the hearing.
 - iii. Staff and/or consultants prepare project plans and specifications.

Time Frame: September – November

3. Neighborhood meeting:

- a. City staff will hold neighborhood project meetings, when appropriate, to review and present project feasibility studies, answer questions and meet with affected property owners. These meetings will include a question and answer component designed specifically to bring awareness to the property owner, obtain citizen input and produce an understanding of the purpose behind the proposed public improvement.

Time Frame: Following the City Council approval to prepare the feasibility study, but prior to the public hearing.

4. City Council holds a public hearing, when appropriate, for the following purposes:

- a. Presentation of project;
- b. Presentation of preliminary special assessment rolls and financing implications;
- c. To hear affected resident input;
- d. City Council determines whether to order the public improvement.
- e. A City Council resolution is drafted "Ordering the Project and Authorizing Preparation of Plans and Specifications." The City Council may order the improvement after the public hearing is closed or at a subsequent Council meeting within 6 months of the public hearing date. By statutory requirement, the City Council resolution ordering the project must be approved on a 4/5 Council vote if it is a project with special assessments. If the City Council rejects the project as presented, a Council vote should determine the final status of the project.

Time Frame: November – January

5. Plans and specifications are presented to City Council for approval:

- a. A City Council resolution is drafted authorizing the following:
 - i. Accepting and approving project plans and specifications;
 - ii. Authorizing the advertisement for project bids. Bids are developed and an invitation to bid is processed. Bid opening date is no less than 3 weeks after publication;
 - iii. Authorizing the preparation of assessment roll;
 - iv. Authorizing staff to pursue an appropriate funding mechanism to underwrite project costs.

Time Frame: February – March

6. Assessment roll presented to City Council for approval:

- a. A City Council resolution is drafted authorizing the following:
 - i. Approval of the preliminary assessment roll;
 - ii. Ordering assessment hearing.

Time Frame: February – March

7. City Council acceptance of project bids, award of contracts, and assessment public hearing:

- a. Affected property owners are officially notified, per Minnesota Statutes, no less than two weeks prior to special assessment hearing;
- b. Public notice is published no less than two weeks prior to the special assessment hearing, per Minnesota Statutes;
- c. Staff presents the assessment roll and City Council approves the final assessment roll.

- d. All assessment appeals and requested deferrals received prior to the close of the assessment public hearing will be reviewed by staff and brought back to Council with recommendations at a subsequent meeting;
- e. A City Council resolution is drafted "Accepting Project Bids and Awarding Contracts,"
- f. Project and construction work begins.

Time Frame: March – May

8. City Council considers assessment appeals and requested deferrals and approval of revised assessment roll:

- a. Council consideration of assessment appeals and requested deferrals filed prior to close of the assessment public hearing;
- b. A City Council resolution "Adopting Revised Special Assessment Roll" is considered and adopted;
- c. All actions meet Minnesota Statutes Chapter 429 legal requirements.

Time Frame: March – May

9. Project completion is demonstrated by:

- a. Council acceptance of the project;
- b. Final presentation and review of project costs vs. project budget.

Time Frame: Upon completion of the project

Capital Improvement Financing

Introduction:

Implementing capital improvements requires the utilization of sound, economical financing methods. The City of Maplewood has several financing mechanisms available, ranging from cash reserves to special-purpose funds to borrowing through the issuance of municipal bonds. The financing plan for each improvement is based on the policies of the jurisdictions participating in the project and legal requirements. The final selection and scheduling of proposed capital improvements is based on the ability of the City to secure an appropriate financing plan.

The total cost for each project includes construction costs, administrative costs and interest. Several funding sources may be used for a given project. The financial viability of each of the projects in the 2017 – 2021 CIP was analyzed against the following available financing mechanisms:

Bonds and Notes:

Capital Equipment Notes – these notes are backed by the full faith and credit of the City and are subject to the City's legal debt limitation. The notes can be used to purchase public safety equipment, ambulance and other medical equipment, road construction and maintenance equipment, and other capital equipment having an expected useful life at least as long as the term of the notes. The notes usually mature in five years, but can be issued for terms of up to ten years.

Capital Improvement Bonds – these General Obligation bonds are backed by the full faith and credit of the City and are subject to the City's debt limit. They are issued to finance infrastructure and facility improvement projects in the City's Capital Improvement Plan. Due to a statutory requirement, the bonds must be approved by a three-fifths vote of the City Council. The statute also limits the total amount of principal and interest due in any year on all CIP bonds issued by the City to not exceed .16% of the estimated market value of all property in the City. CIP bonds are also subject to a reverse referendum requirement.

General Obligation Bonds – These bonds are backed by the full faith and credit of the City and are all, or partly, supported by tax levies. Bonds that are more than 80% supported by tax levies require voter approval prior to issuance.

General Obligation Improvement Bonds – these bonds are similar to General Obligation Bonds except they do not require voter approval for issuance because the bonds include only the portion of the public improvement project that is not assessed to property owners. At least 20% of the project cost must be assessed to issue these bonds.

Municipal State Aid Bonds - these bonds are issued to finance improvements to municipal state-aid streets. Under state law, future allotments of state street aid are pledged to pay the principal and interest on the bonds. The bonds are also backed by the full faith and credit of the city.

Special Assessment Bonds - these bonds, backed by the full faith and credit of the City, are payable from special assessment charges made to property owners who benefit from public improvements. Under state law, special assessment bonds can be issued without voter approval provided that at least 20% of the improvement cost has been assessed.

Tax Abatement Bonds – these bonds can be issued to finance public infrastructure, public facilities including parks and recreational facilities, as well as development and redevelopment projects. The benefited project or infrastructure does not need to be on or adjacent to the parcel for which taxes are being abated. The maximum principal amount of tax abatement bonds may not exceed the estimated sum of the abatements for the property for the years authorized. These bonds are excluded from the calculation of the net debt limit.

Tax Increment Bonds – these bonds can be issued for housing, economic development, construction of public facilities or infrastructure and redevelopment of blighted areas. The bonds can be revenue bonds or general obligation and are not subject to referendum approval. The bonds are not subject to the City's legal debt limitation.

City Funds:

Ambulance Service Fund –this fund accounts for customer service charges that are used to finance emergency medical services.

Capital Improvement Projects Fund – this fund was established to finance major capital outlay expenditures, through a property tax levy, that cannot be easily financed by alternative revenue sources. It is referred to as the CIP Fund.

Economic Development Authority Fund – this fund was established to finance activities of the Maplewood Area Economic Development Authority.

Environmental Utility Fund – this fund was established to finance maintenance and improvements to the storm water utility system. Revenues for the fund are generated by a utility charge for surface water runoff.

Fire Truck Replacement Fund – this fund was established to finance purchases of fire apparatus. Property taxes are levied annually to fund the purchases.

Fleet Management Fund – this fund accounts for operating expenses of public works vehicles and major equipment. These operating expenses, including depreciation, are used as a basis to establish rental rates for departments using the vehicles. These procedures result in a cash reserve for capital replacement.

General Building Replacement Fund – this fund was established to provide a funding mechanism for the replacement and/or rehabilitation of City buildings. Property taxes are levied annually for this fund.

General Fund – this fund accounts for all financial resources except those required to be accounted for in another fund. The fund accounts for the majority of the City's operating budget.

Information Technology Fund – accounts for the maintenance, repair, and operation of the city's computer hardware and software.

North St. Paul WAC Fund - this fund accounts for revenue from water connection charges and a water surcharge that is paid by the owners of property that receive water from the City of North St. Paul. These revenues are used to finance water system costs that cannot be assessed.

Park Development Fund – this fund accounts for the receipt and disbursement of park availability charges PAC. These charges are levied against all new buildings constructed and are paid when the building permit is issued. PAC revenues on residential buildings can only be spent on park developments within the same neighborhood. Commercial PAC revenues can be spent on any park development.

Police Department Squad/Equipment Replacement Fund – this fund is being established to finance squad and major equipment expenditures related to the Police Department. Property taxes are levied annually for this fund.

Police Services Fund – this fund accounts for money that is legally restricted for police services. Most of the revenues are from the sale of forfeited property.

Redevelopment Fund – this fund accounts for activities related to redevelopment and housing rehabilitation and replacement.

Sewer Fund – this fund accounts for customer sanitary sewer service charges that are used to finance the sanitary sewer system operating expenses.

St. Paul Water Fund – this fund accounts for charges collected by the St. Paul Regional Water Services on behalf of the City of Maplewood.

St. Paul Water Availability Charge Fund – this fund accounts for revenue from water connection charges and a water surcharge that is paid by the owners of property that receive water from St. Paul Regional Water Services. These revenues are used to finance water system costs that cannot be assessed.

Street Light Utility Fund – this fund accounts for franchise taxes established through a franchise agreement with electricity providers. Customers pay a tax with their electric bills, which is provided to the City for the use on street light, power system and traffic control systems.

Street User Revitalization Fund – this fund accounts for franchise taxes established through a franchise agreement with gas providers. Customers pay a tax with their gas bills, which is provided to the City. The City uses the fees to fund street projects.

Tree Preservation Fund – developers who are unable to comply with city policies on tree preservation may be allowed to deposit funds for furtherance of city tree goals in other parts of the city.

Other Agencies:

Little Canada – When roads on the border between Maplewood and Little Canada are improved, the two governments jointly finance the cost of the improvement.

MnDOT – a portion of public works improvement costs on State-Aid roads are paid by the Minnesota Department of Transportation.

North St. Paul – when roads on the border between Maplewood and North St. Paul are improved, the two governments jointly finance the cost of the improvement.

Oakdale – when roads on the border between Maplewood and Oakdale are improved, the two governments jointly finance the cost of the improvement.

Ramsey County – when county roads within the city are improved, the cost of the improvements is jointly financed by the two governments.

RWMWD – a portion of public works improvement costs that are paid by the Ramsey Washington Metro Watershed District.

State Aid – refers to money received from the state for street construction projects. State aid allotments for street construction are based on two factors: population and fiscal need. Fiscal need is determined by the estimated costs of construction and maintenance of the city's state aid streets over 25 years.

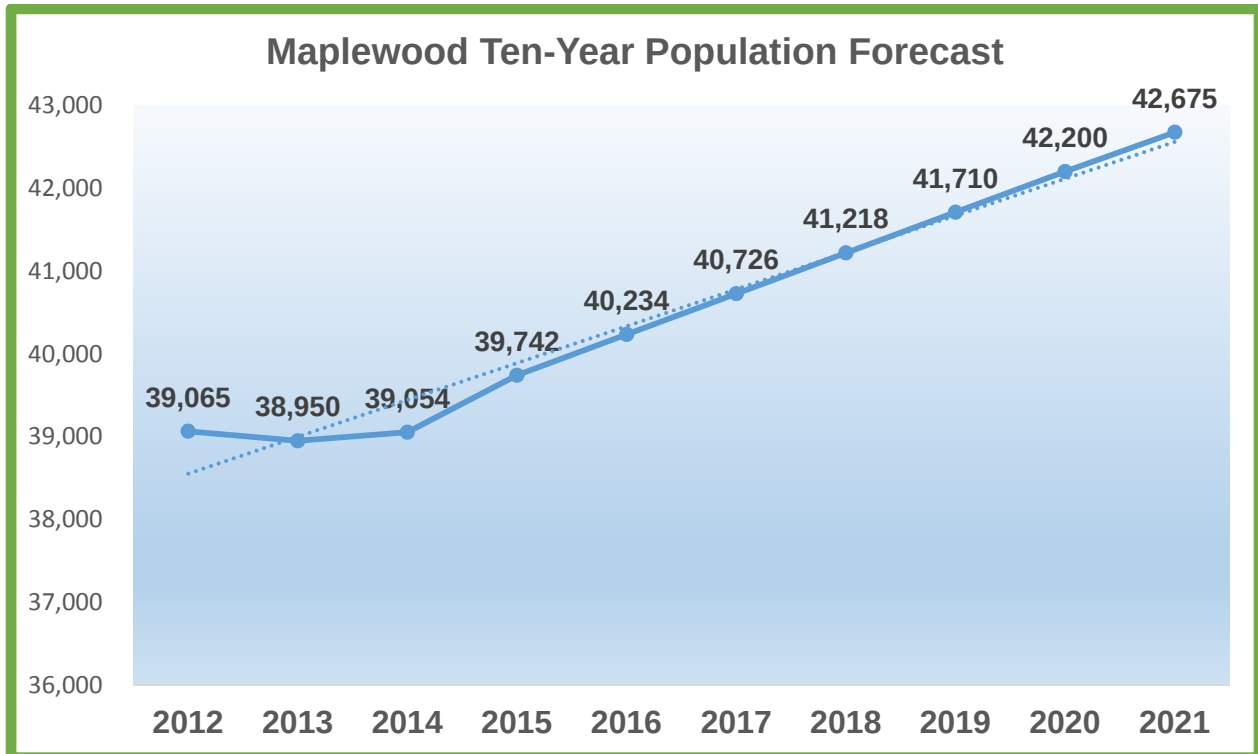
Other Sources of Revenue:

Sale of Property – the portion of the costs of a project or improvement that are paid for with the proceeds of the sale of other City assets.

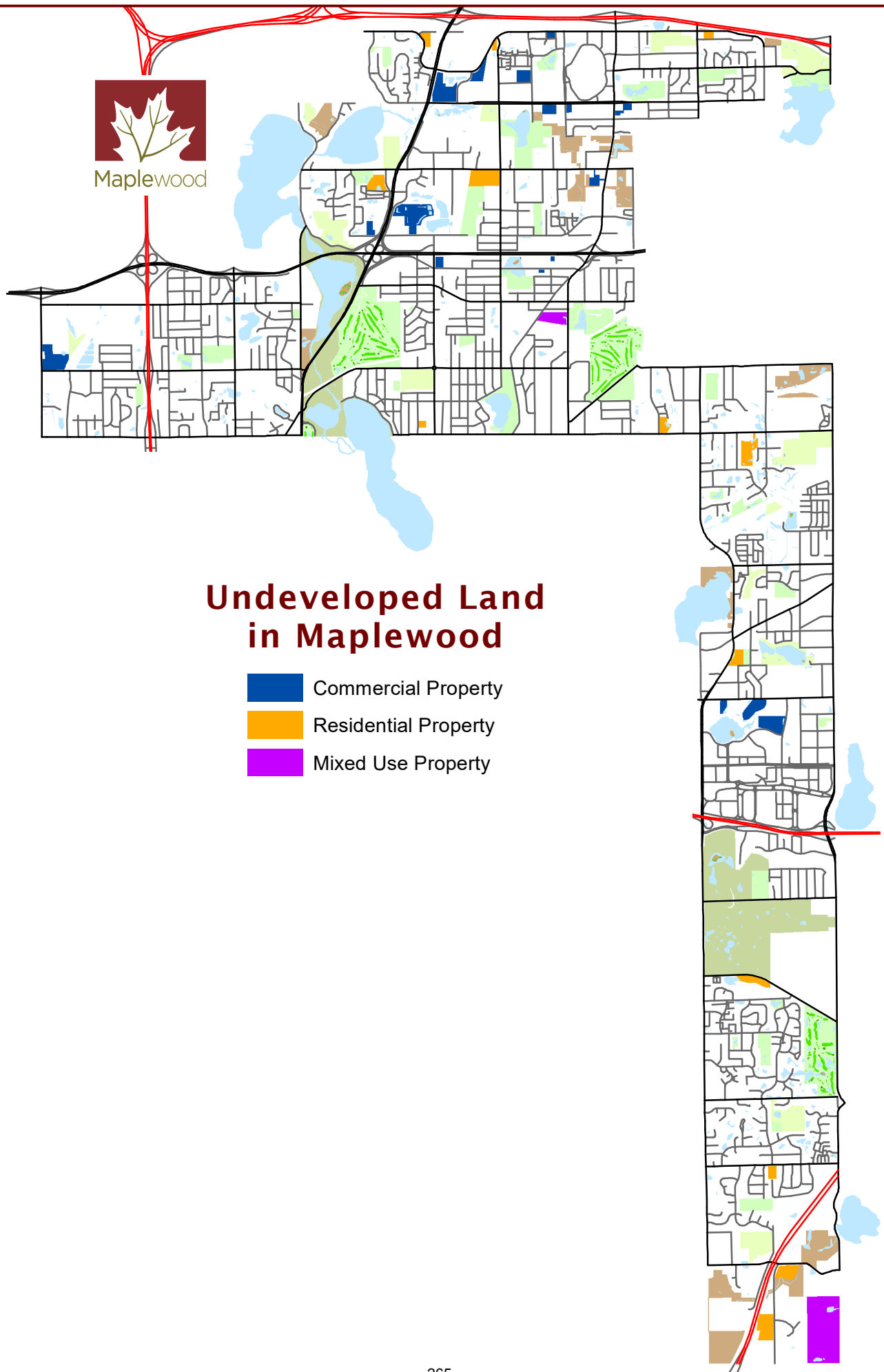
Grants – Grants and contributions are occasionally received from other sources, usually state or federal agencies. The City Council approves the receipt of grants and contributions.

Maplewood Population and Housing Statistics

YEAR	ESTIMATED POPULATION	POPULATION GAIN (LOSS)	NEW DWELLING UNITS	OCCUPIED HOUSEHOLD UNITS
2008	36,717	54	41	14,890
2009	37,755	1,038	20	15,094
2010	38,018	263	16	14,882
2011	38,374	356	16	15,033
2012	39,065	691	20	15,168
2013	38,950	(115)	23	15,289
2014	39,054	104	25	15,243
2015	39,742	688	82	15,325
2016	40,234	492	335	15,660
2017	40,726	492	335	15,995
2018	41,218	492	335	16,330
2019	41,710	492	335	16,665
2020	42,200	490	335	17,000
2021	42,675	475	330	17,330

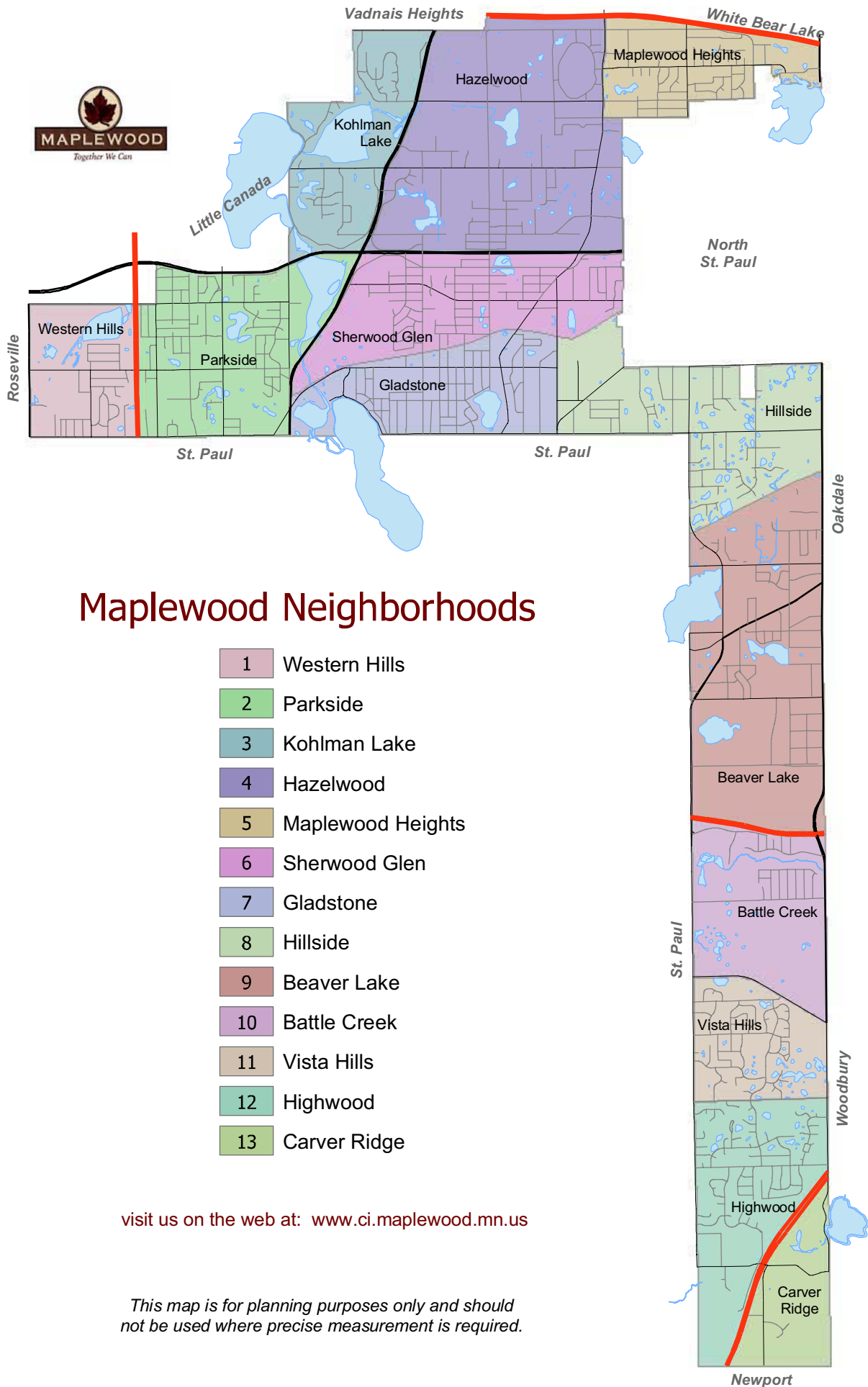


Sources: Metropolitan Council and Maplewood Staff



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Maplewood Neighborhoods

- 1 Western Hills
- 2 Parkside
- 3 Kohlman Lake
- 4 Hazelwood
- 5 Maplewood Heights
- 6 Sherwood Glen
- 7 Gladstone
- 8 Hillside
- 9 Beaver Lake
- 10 Battle Creek
- 11 Vista Hills
- 12 Highwood
- 13 Carver Ridge

visit us on the web at: www.ci.maplewood.mn.us

This map is for planning purposes only and should not be used where precise measurement is required.

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SECTION II CAPITAL IMPROVEMENT PLAN



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Highlights of the Capital Improvement Plan

Maplewood's Capital Improvement Plan for 2017 - 2021 contains a total of \$66,769,620 in improvements, rehabilitation, and equipment. Many items are routine in nature and others represent significant investments in the community. These betterments are designed to enhance the quality of life and well-being of Maplewood residents.

Major highlights of the 2017 – 2021 CIP are as follows:

Pond/Dorland Area Improvements - \$2,320,000

The Pond/Dorland Area streets will be fully reconstructed in 2017, including replacement of road pavement, installation of concrete curb and gutter, expansion of storm water facilities, sanitary sewer and water main repairs, storm water quality improvements, and pedestrian improvements. The streets in the north portion have a PCI rating of 23. The southern portion, which consists of Boxwood Avenue, Dorland Road, Overlook Circle and Heights Avenue has a PCI rating of 41. The project area has 1.12 miles of street, with an average PCI rating of 34/100.



Farrell/Ferndale Area Street Improvements - \$7,590,000

The Farrell/Ferndale Area streets, located east of 3M and south of Minnehaha Avenue, will be fully reconstructed in 2018. The project will include the replacement of the road pavement, installation of concrete curb and gutter, expansion of storm water facilities, sanitary sewer and water main repairs, and pedestrian improvements. The following streets are included in the project: Margaret Ave, 5th Ave, Fremont Ave, Farrell St, Ferndale St, Conway Service Dr, Mayhill Rd and 7th St. The project includes 2.0 miles of street, with an average PCI rating of 30/100.



Ferndale/Ivy Area Street Improvements - \$3,580,000

The Ferndale/Ivy Area streets, located north of Maryland Avenue and west of Century Avenue will be fully reconstructed in 2019 including the replacement of the road pavement, installation of concrete curb and gutter, expansion of storm water facilities, sanitary sewer and water main repairs, and pedestrian improvements. Streets in the project area include Dennis Street, Farrell Street, Ferndale Street, Hawthorne Avenue, Ivy Avenue and Mayhill Road. A regional drainage/hydraulic study will be completed prior to the feasibility study in 2017. Identified flood remediation work will be incorporated into the street improvement project. The project includes a total of 1.2 miles of street, with an average PCI rating of 43/100.



Dennis/McClelland Area Street Improvements - \$7,060,000

The Dennis/McClelland Area streets will be fully reconstructed in 2020, including replacement of road pavement, installation of curb and gutter, expansion of storm water facilities, sanitary sewer and water main repairs, and pedestrian improvements. The following streets are included in the project: Sterling St, James Drive, McClelland St, Ferndale St, Dennis Ln, O'Day St, Mayer Ln, Farrell St, and Mayhill Rd. Storm water treatment methods will be studied in 2018 for the area near Battle Creek. The project includes 2.1 miles of streets, with an average PCI rating of 31/100.



East Shore Drive Area Street Improvements - \$4,820,000

The East Shore Drive Area streets, lying north of Lake Phalen are proposed to be fully reconstructed in 2021. The project will include the replacement of the road pavement, installation of concrete curb and gutter, expansion of storm water facilities, sanitary sewer repairs, water main repairs and pedestrian improvements. The following streets are included in the project area: Adele Street, Gordon Avenue, Ripley Avenue, Sophia Avenue, Walter Street, Fenton Avenue, and Phalen Place. This project has 2.05 miles of street, with an average PCI rating of 39/100.



Gladstone Area Redevelopment - \$4,750,000

Specific properties in the Gladstone area will be identified for redevelopment, contingent on available funding. The City may facilitate the acquisition and redevelopment of the properties in accordance with the approved Gladstone Master Plan and the City's Comprehensive Plan. Street, landscape and roadway improvements have been completed and plans are underway for public improvements beginning in 2020.

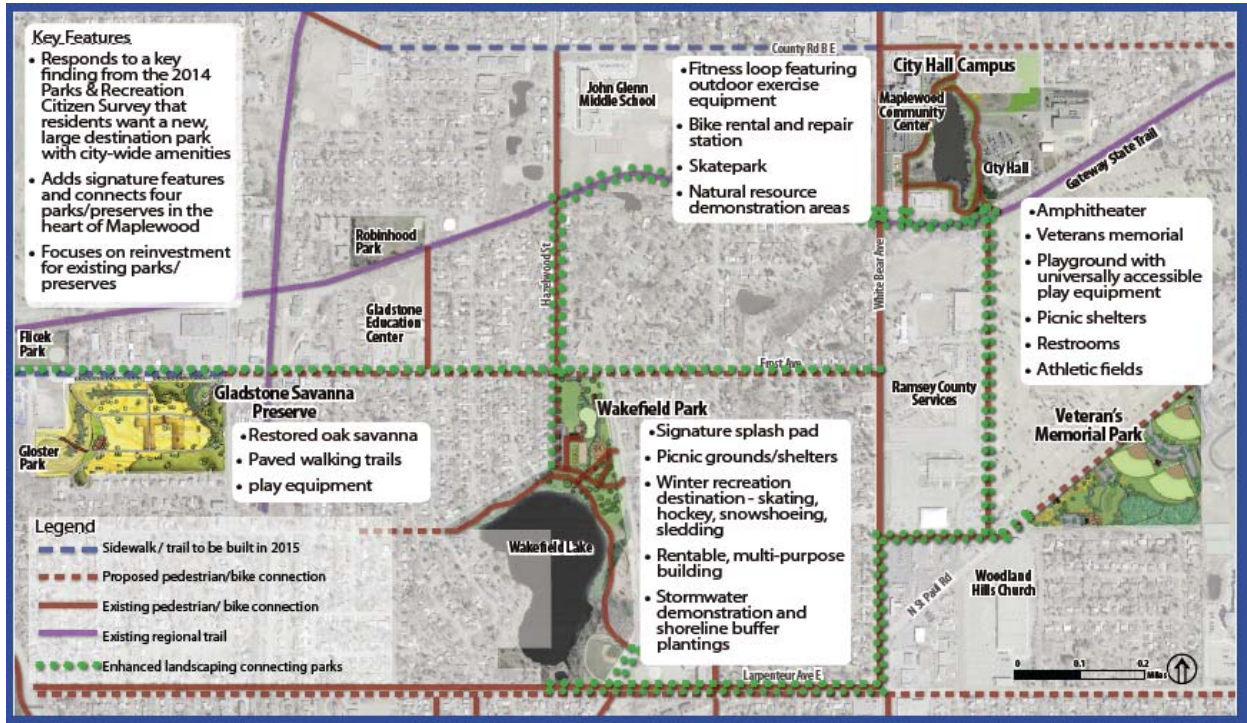
Gladstone Improvements Phase III - \$3,400,000

The third phase of Gladstone includes the section of Frost Avenue between English Street and White Bear Avenue. The project includes new pavement storm water initiatives and pedestrian improvements. The Wakefield Lake drainage area is an impaired water body and a top priority of the Watershed District. The timing of this project depends on available grants and partnership opportunities. The project includes 1.0 miles of street, with an average PCI rating of 50/100.



Park Maintenance and Reinvestment - \$3,000,000

The City of Maplewood adopted a Parks System Master Plan, giving specific priorities to improvements in the parks system. As part of this process, \$7,000,000 in maintenance and improvements were identified as high priority and essential to the future health of the parks system. These improvements will help fulfill the community's goals of "Take Care of What We Have". The projects included in this CIP are: Wakefield Building Replacement, Meeting Rooms and Parking (2017); Sherwood Park Replacement, Hazelwood Building Replacement, Hazelwood Playground Replacement, and Hazelwood Field Improvements (2018). Future projects will be decided at a later date.



Rehabilitation of Gladstone and Hazelwood Fire Stations - \$4,300,000

The City will remodel Gladstone Fire Station #2 and Hazelwood Fire Station #3 to improve energy efficiencies and provide additional storage and sleeping quarters. In 2011, the city council approved a restructuring of the fire department, resulting in a reduction in the number of fire stations from five to three. In order to better serve the community, one new station was built in the middle of the city's southern leg. The remaining stations will be remodeled at their current locations to meet fire prevention and protection needs into the future.



Five-Year Capital Improvement Plan Summary

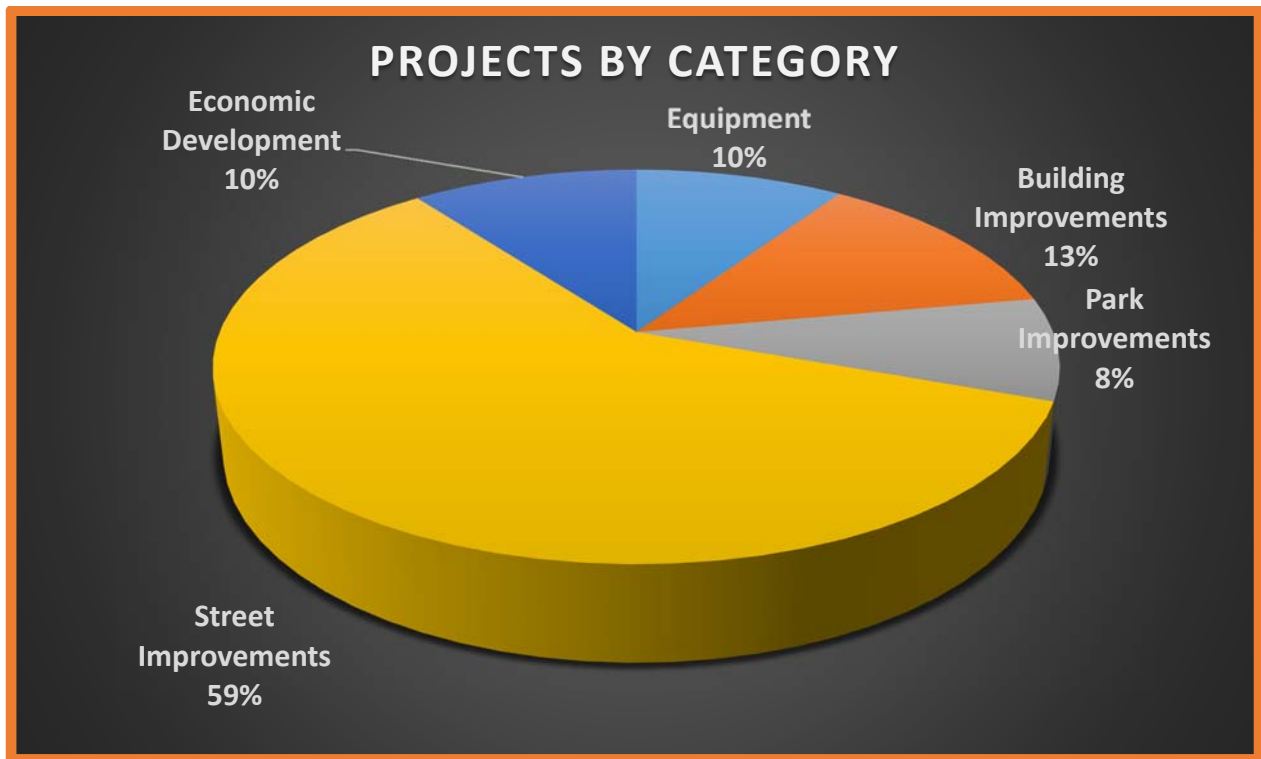
Categories of Expenditures

Street construction is the largest expenditure category in the five-year CIP. All streets in the CIP have a Pavement Condition Index (PCI) of 50 or below. All but one street in the plan is rated below 43, which involves total reconstruction of the street. It is the goal of the City to maintain the streets in adequate condition, to avoid a total reconstruction scenario. However, the City is catching up on deferred maintenance from prior years.

Building improvements include maintenance and mechanical updates to municipal facilities and the Maplewood Community Center. Although the YMCA is operating the community center, the City is responsible for a large portion of the capital improvements. The equipment category includes public works equipment, fire apparatus, squad cars, city vehicles, technology equipment, and lift station equipment.

Summary of CIP Projects by Category

Category	2017	2018	2019	2020	2021	Total
Buildings	1,485,000	5,335,000	1,060,000	400,000	200,000	8,480,000
Equipment	1,669,120	976,480	1,152,200	896,100	1,621,720	6,315,620
Parks	1,660,000	685,000	1,500,000	250,000	1,500,000	5,595,000
Redevelopment	650,000	2,080,000	3,400,000	80,000	650,000	6,860,000
Streets	4,060,000	8,860,000	8,279,000	9,090,000	9,230,000	39,519,000
TOTAL	9,524,120	17,936,480	15,391,200	10,716,100	13,201,720	66,769,620



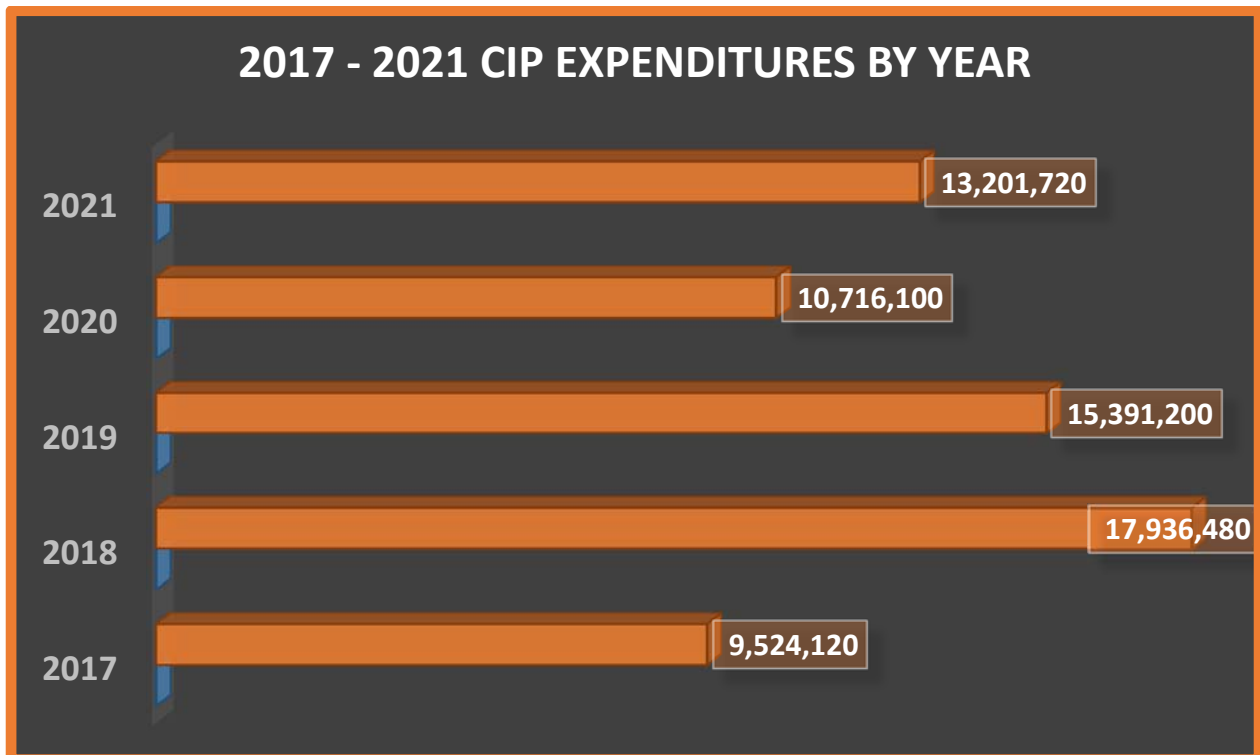
Timing of Projects and Expenditures

The projects and equipment in the five-year CIP have been staged appropriately to align with the affordability and debt parameters set by the City Council. Many projects are being financed with non-property tax revenue sources, such as grants, state aid, and special assessments. Therefore, a large amount in a given year does not necessarily equate to an increase in property taxes. Through long-term financial planning, the City strives to minimize impact on local property taxes.

Many projects are contingent on availability of outside funding sources, including some economic development opportunities and cooperative road improvement projects, and will be prioritized as necessary. Each project has a financing plan. A review of funding sources is important in the context of total expenditures.

The total amount of capital expenditures included in the five-year plan is \$66,769,620. All projects and expenditures are subject to approval and annual appropriation by the City Council, as well as City purchasing policies, capital expenditure policies, City ordinances, and State law.

Summary of CIP Expenditures by Year



Funding Sources

A variety of funding sources will be utilized to fund the projects and expenditures. It is estimated that nearly 47% of the CIP will be financed with debt. General Obligation Bonds will be issued to fund the large street and facility projects.

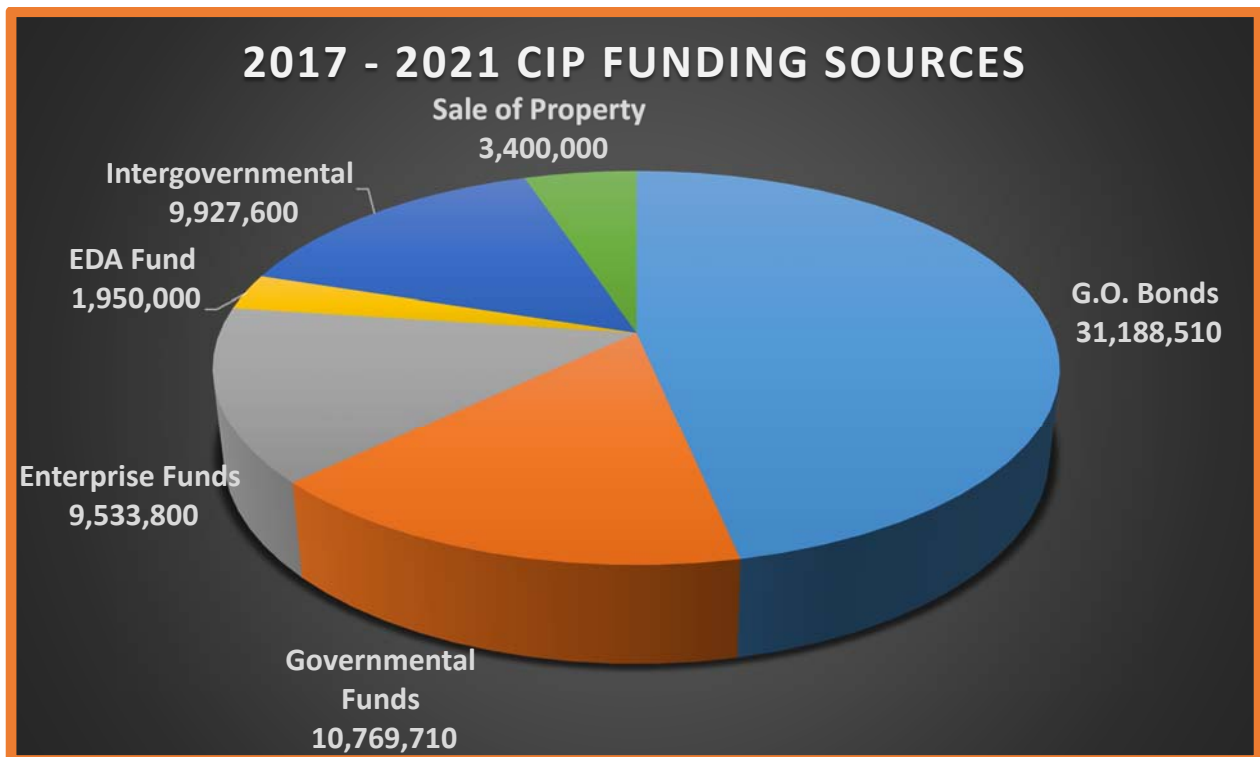
Intergovernmental revenue includes state, federal, and local government grants, and will fund an estimated 15% of the projects included in the CIP.

Existing fund balances in the enterprise funds will finance over 14% of the projects in total. These funds are primarily utility funds, including water, sewer, and environmental funds, and will provide funding for the respective utility component of major street improvement projects.

Governmental funds include capital project and special revenue type funds. Capital project funds contain money that has been set aside for a capital expenditure, such as the purchase of fire trucks and squad cars and pavement overlays. Special revenue funds also account for special revenue streams, such as water surcharges, that accumulate for a specific purpose. Existing fund balances in these funds will finance approximately 16% of the CIP expenditures.

Other revenue sources include the sale of capital assets. The City often trades in old equipment or sells it at auction. The proceeds are utilized to purchase new equipment.

Summary of CIP Funding Sources



Property Tax Impact

General Obligation Bonds will be issued to finance major improvements included in the five-year CIP. The annual debt payments will be serviced through property tax levies in the appropriate year. Annual property tax levies will be required to fund a majority of the equipment over the five year period. An analysis of future property tax levies was undertaken in the CIP process. Estimated property tax levies for new CIP debt and CIP expenditures are shown below:

Planned Tax Levies for CIP Expenditures

	2017	2018	2019	2020	2021	Total
Debt Service Principal Payments	-	260,000	810,000	1,320,000	1,670,000	4,060,000
Capital Improvement Projects:						
Building Replacement	-	50,000	50,000	50,000	50,000	200,000
Fire Equipment	-	60,000	60,000	60,000	60,000	240,000
Fleet Management	369,000	312,000	355,000	400,000	356,000	1,792,000
IT	50,000	50,000	50,000	50,000	50,000	250,000
Police Equipment	150,000	150,000	150,000	150,000	150,000	750,000
CIP Fund	125,000	227,000	227,000	227,000	76,800	882,800
Maplewood Community Center	500,000	500,000	500,000	200,000	200,000	200,000
Redevelopment Fund	-	25,000	25,000	25,000	25,000	25,000
TOTAL CIP TAX LEVY	1,194,000	1,634,000	2,227,000	2,482,000	2,637,800	8,399,800

The City maintains a ten-year long term financial management plan. Projected CIP expenditures are incorporated into the plan. Various assumptions are utilized to project the property tax impact of current financial decisions for the ten-year period. For instance, the City estimates the growth in the tax base and makes conservative assumptions about inflation and interest rates on potential new debt. In our analysis, we have assumed that home values will continue to increase moderately. Tax rates will trend downward; however, property taxes will rise at a modest rate due to inflation in the value of homes.

Estimated Impact on City Property Taxes

	2017	2018	2019	2020	2021	5-Year Impact
Estimated City Tax Rate	47.209%	45.990%	45.534%	46.518%	46.564%	-1.366%
Estimated Increase (Decrease) City Tax Rate	-2.68%	-2.58%	-0.99%	2.16%	0.10%	
Estimated City Taxes on Average Home	\$873	\$901	\$931	\$959	\$986	\$113
Estimated City Tax Increase (Decrease) on Average Home	\$28	\$28	\$30	\$28	\$27	
Estimated Increase (Decrease) City Taxes	3.28%	3.15%	3.34%	3.06%	2.81%	12.94%

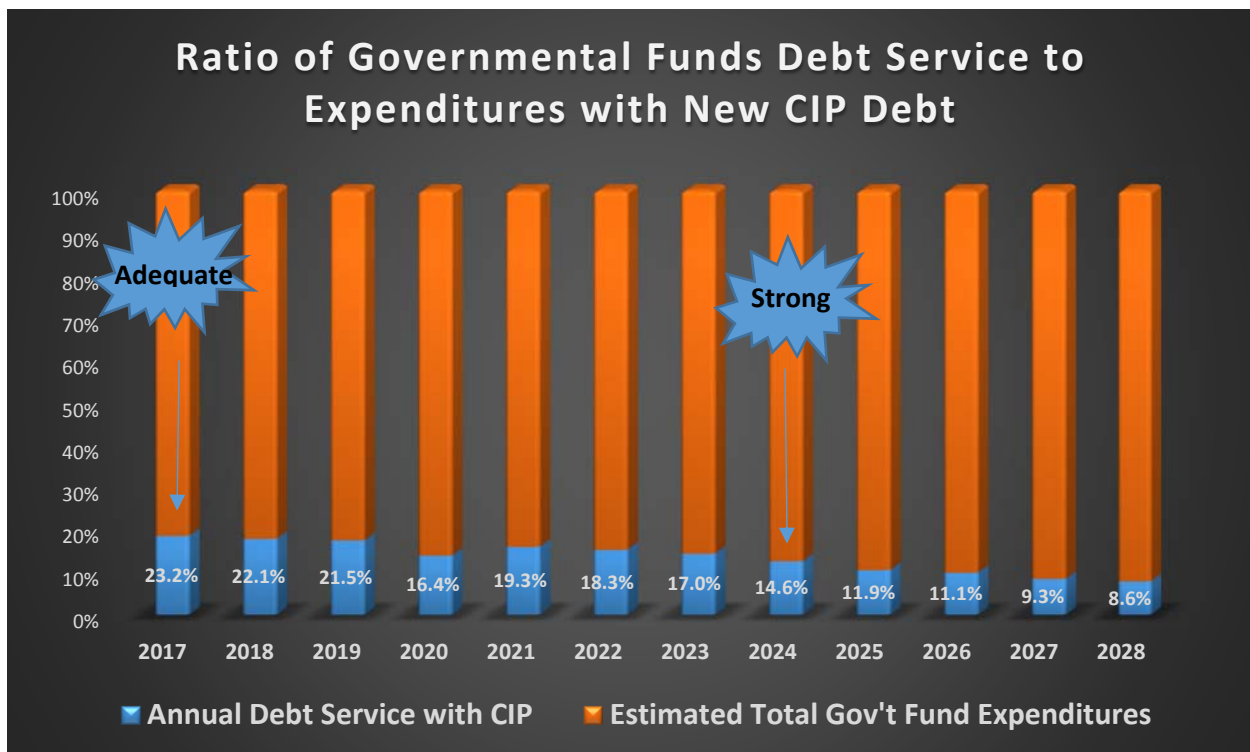
Debt Analysis

During the preparation of the Capital Improvement Plan, the City's present and future debt capacity was evaluated to ensure that the financing plan is sustainable and meets all legal requirements. Our analysis includes a projection of future debt transactions, population changes, tax base growth, debt ratios, and a ten-year cash flow analysis of the utility funds. The analysis was done with the City's bond rating in mind.

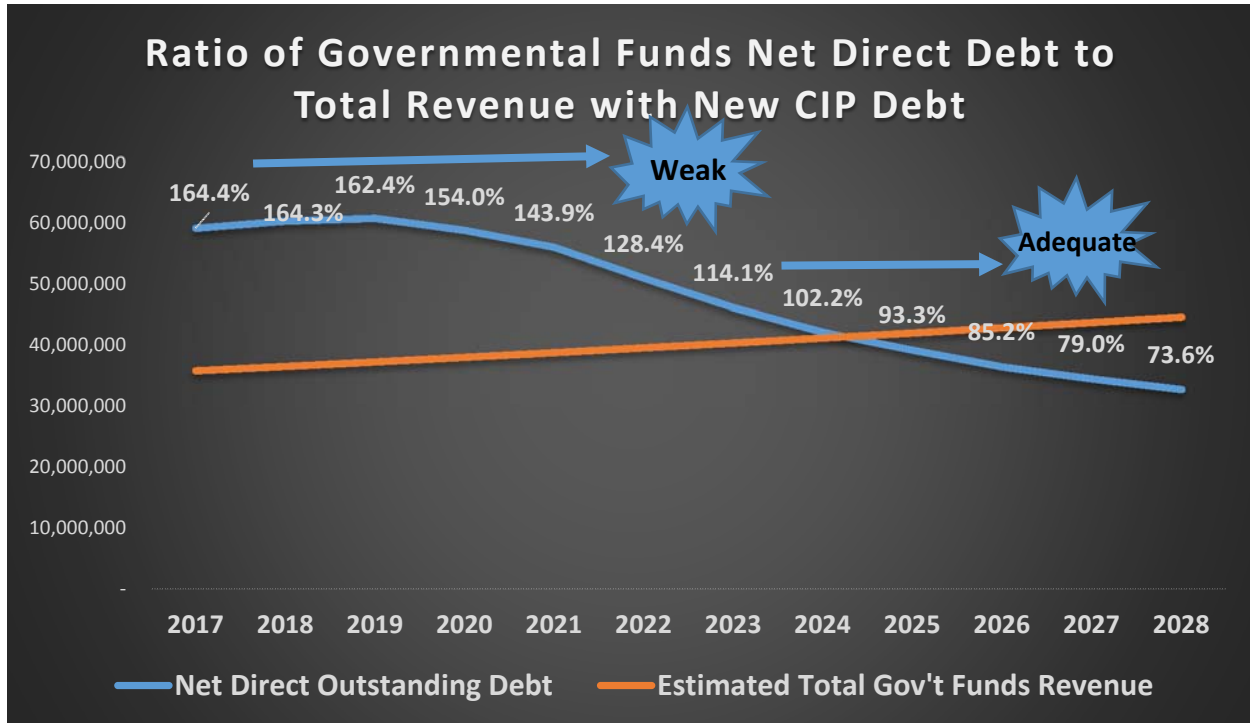
Bond Rating

The City's AA+ bond rating from Standard & Poor's Investor Services is based on local and regional economic factors, demographics, debt structure, management performance, and financial condition. The bond rating is the most important factor in obtaining a favorable interest rate. Standard & Poor's utilizes two quantitative measures for analyzing the City's debt burden. They are: 1) total governmental funds debt service as a percent of expenditures; and 2) net direct governmental funds debt as a percentage of total revenue. The City strives to achieve an "Adequate" or better rating from the rating agency on both measures. As a result of our analysis, we believe the projected debt ratios related to the CIP will not adversely impact Maplewood's bond rating.

Utilizing Standard & Poor's ratio #1, the following chart illustrates the impact of the 2017-2021 CIP debt on the "Adequate" Standard & Poor's rating. The analysis contains assumptions about the level of future expenditures and reflects additional debt related to the CIP:



The City has a “Weak” rating on Standard & Poor’s ratio #2, however, this factor is not weighted heavily enough to impact the City’s bond rating, given the City’s healthy overall financial picture. The City is working on restructuring its debt policy to reach the goal of an “Adequate” rating sooner. The following chart illustrates the impact of the new CIP debt on ratio #2, using inflationary assumptions about future total revenues:



Since 2010, Maplewood has received either an “Aa1” rating from Moody’s Investors Service or an “AA+” rating from Standard and Poor’s Investor Rating Service. Prior to that, the City maintained an “Aa2” rating with Moody’s Investors Service, which is comparable to a rating of “AA+” from Standard and Poor’s. Moody’s cited continued growth and diversification of the City’s economy, the strength and long-term stability of the tax base, and well maintained finances as rationale for the rating upgrade.

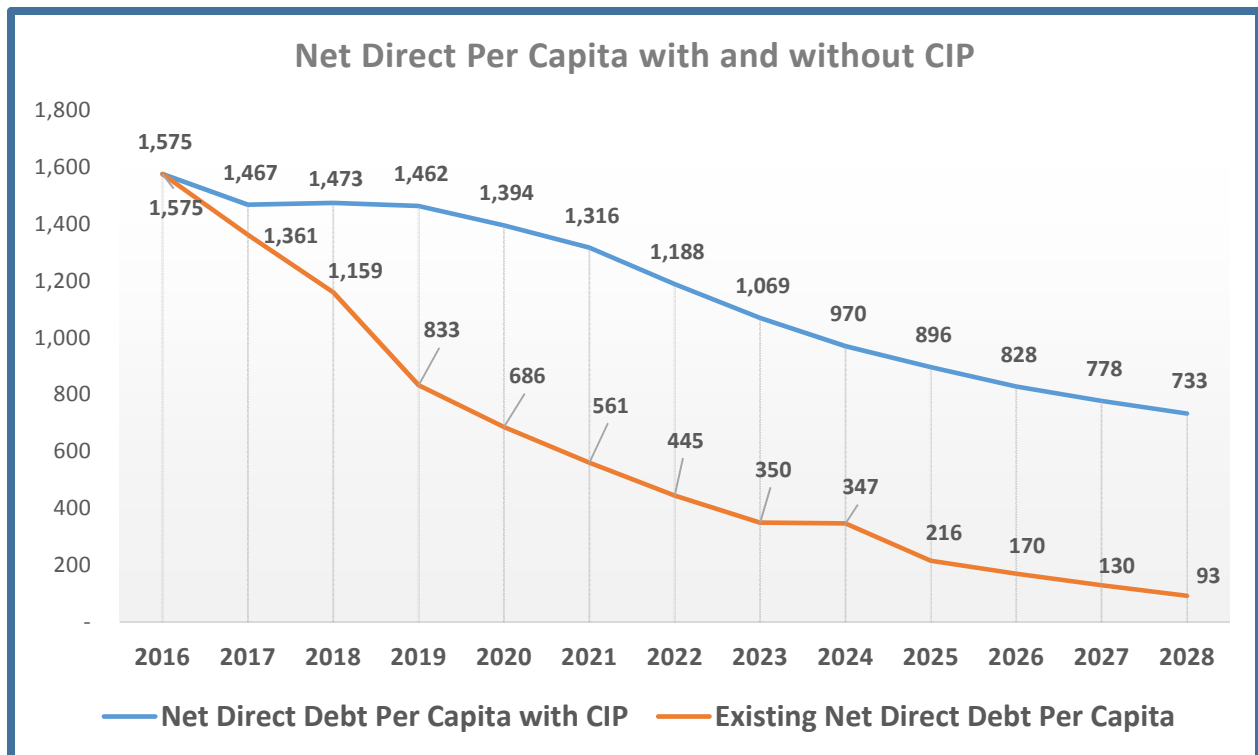
Debt Capacity

The City utilizes additional measures to compare relative debt burdens, including the amount of debt per capita and the ratio of debt to tax base. The 2017-2021 CIP will require the issuance of \$31,192,000 in additional debt to finance the projects and expenditures. The debt will be serviced with tax levies, special assessments, municipal state aid, tax increment, and tax abatement levies. The City analyzed the additional proposed debt in the context of these additional measures.

The City’s outstanding debt burden will continue to decrease over the five-year CIP period, due to rapid amortization of existing debt principal. The City’s projected debt profile, including the projected new CIP debt, for the next five years is shown below:

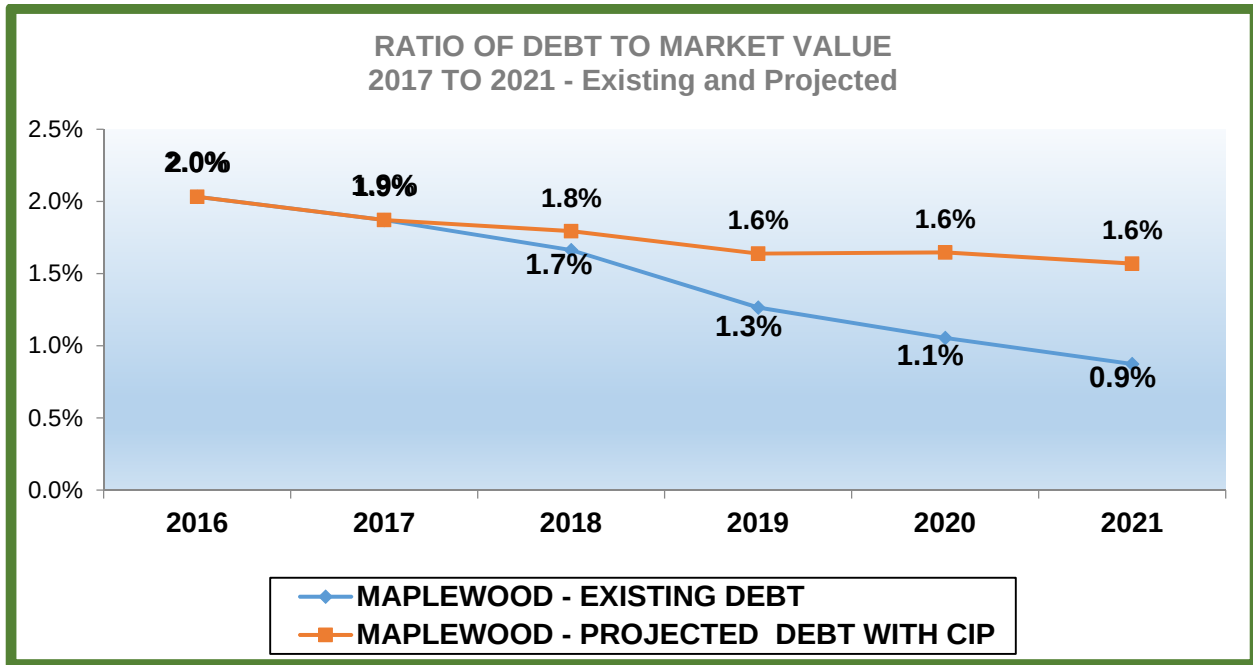
DEBT TRANSACTIONS CURRENT YEAR AND NEXT FIVE YEARS					
Year	New Debt Issued	Debt Paid	Debt Outstanding	Less Escrow Funds	Net Debt Outstanding
2015	Balance Forward		70,269,631	-	70,269,631
2016	9,540,000	(11,186,091)	68,623,540	(6,035,000)	62,588,540
2017	4,265,000	(10,167,820)	62,720,720	(3,545,000)	59,175,720
2018	8,843,000	(11,234,230)	60,329,490	-	60,329,490
2019	8,230,000	(7,751,290)	60,808,200	-	60,808,200
2020	5,265,000	(7,238,030)	58,835,170	-	58,835,170
2021	4,589,000	(7,339,350)	56,084,820	-	56,084,820

Population projections were provided by the Metropolitan Council and City staff and were utilized to project the Net Direct Debt per Capita. Maplewood's estimated population in 2016 was 39,742. The estimated population in 2021, the end of the five-year CIP period, is 42,622. The population growth over this period represents a 7.2% increase over the 2016 population. Net Direct Debt includes outstanding debt, net of funds held in escrow for refunding outstanding principal on the call date of the issue. The City monitors the amount of debt per capita as an indicator of financial health. The impact of the 2017 – 2021 CIP on the debt per capita is shown below:



The City has not established specific parameters for debt per capita; however, the City strives to reach a level of net debt that is at or below \$1,200 per capita.

The City monitors the ratio of debt to the estimated market value of the City's tax base. Future market values are projected based on assumptions about inflation, the current housing market and new construction. The following chart illustrates the ratio.



Legal Debt Limitation

Minnesota Statutes limit the City's outstanding net debt to 3.0% of the estimated market value of taxable property in the City. However, there are many exceptions. Most of the City's debt is not subject to the limitation. The difference between the statutory debt limit and the debt subject to the legal debt limitation is referred to as the legal debt margin. The table below shows Maplewood's legal debt margin for the years 2017-2021.

Projection of Legal Debt Margin For Existing City Debt					
Fiscal Year	December 31				
	2017	2018	2019	2020	2021
Projected market value	3,689,835,600	3,800,530,668	3,914,546,588	4,031,982,986	4,152,942,475
Statutory debt limit					
3% of market value	110,695,068	114,015,920	117,436,398	120,959,490	124,588,274
Amount of debt applicable to debt limit:					
Equipment 2012A	195,000	130,000	65,000	-	-
CIP 2013A	3,195,000	2,975,000	2,750,000	2,520,000	2,290,000
Refunding 2013B	995,000	750,000	500,000	255,000	-
CIP & Equipment 2014A	3,065,000	2,895,000	2,725,000	2,550,000	2,365,000
CIP & Equipment 2015B	1,135,000	1,050,000	960,000	870,000	780,000
CIP & Equipment 2016A	1,760,000	1,590,000	1,410,000	1,230,000	1,040,000
Total debt applicable	10,345,000	9,390,000	8,410,000	7,425,000	6,475,000
Legal debt margin	100,350,068	104,625,920	109,026,398	113,534,490	118,113,274

Impact on Operating Budget

Identifying potential costs associated with implementation of the proposed capital improvement projects is a critical aspect of long-term financial planning. Many of the projects included in the Capital Improvement Plan will have little or no impact on the operating budget. Each individual project page identifies budgetary impact by project, however, many are insignificant in the context of the operating budget.

Generally, equipment replacement items will have a positive impact on future operating budgets due to lower maintenance costs. There are no items new to the fleet included in the CIP. Likewise, building maintenance and upgrades will generally have a positive impact on the budget. Specifically, significant energy savings is associated with the fire department rehabilitation projects. Finally, street improvement projects result in substantial savings per mile in maintenance costs. Deferring maintenance on streets in need of improvement will most likely result in higher reconstruction costs in the long run.

The projects listed below will have a notable effect on future operating budgets. Specific projects include:

2017:

Police Body and Squad Video Systems

The implementation of this new technology represents a sizeable commitment to ongoing maintenance of the system. Video storage and maintenance will add an additional \$105,000 to the annual budget. This is reflected in the CIP in future years.

Software Replacements and Upgrades

The replacement of Eden systems and upgrade to Laserfiche in 2017 will involve slightly higher annual maintenance fees. The move to more current technology is estimated to involve an additional annual commitment of under \$10,000.

2018:

Regional Police Firearms Training Range

The construction of the jointly owned training range over the next five years will also involve a future commitment to the maintenance and upkeep of the facility. The ongoing costs have not yet been identified, as the City is currently still in the planning stages with several other East Metro communities.

Pond Clean-Out Dredging Projects

There is a compelling amount of deferred maintenance on the City's drainage ponds. A single pond can cost over \$100,000 to dredge and clean. The City currently plans to clean one pond every other year. The estimated amount must be built into the environmental utility budget every other year. The City hopes to expedite the pond cleaning projects in the future to one pond every year, as funding allows.

Utility Funds Analysis

The City has Water, Sanitary Sewer, and Storm Water Utility Funds that help support CIP projects. The City utilizes a ten-year financial management plan to help schedule projects efficiently. An estimated five-year cash flow analysis on each utility fund is shown below:

Environmental Utility Fund (EUF) - The analysis for the EUF includes a 9% fee increase in 2017, and a 3% inflationary increase in fees thereafter. Despite these increases, the analysis projects liquidity problems in several years. If the City does not find other funding sources in those years, it may be necessary to issue bonds for this component of at least one of the larger projects. This fund finances storm water treatment improvements and provides educational resources.

EUF Fund	2017	2018	2019	2020	2021
Utility Revenues	2,730,000	2,806,750	2,890,953	2,977,681	3,067,012
Operating Expenses	2,001,260	2,029,785	2,058,881	2,088,559	2,118,830
Operating Profit (Loss)	728,740	776,965	832,072	889,123	948,182
Less: Debt Service	(394,740)	(382,390)	(386,550)	(384,530)	(376,980)
Less: CIP Expenditures	(1,156,450)	(1,795,500)	(610,100)	(1,595,500)	(1,070,500)
Change in Net Position	(822,450)	(1,400,925)	(164,578)	(1,090,907)	(499,298)
Beginning Cash Position	787,927	540,477	(285,448)	124,973	(390,934)
Add: Depreciation	575,000	575,000	575,000	575,000	575,000
Ending Cash Position	540,477	(285,448)	124,973	(390,934)	(315,232)

St. Paul Water Area Charge (WAC) Fund – This fund finances improvements to the City's water infrastructure, through a surcharge on water bills. The analysis assumes increases due to system expansion only. The St. Paul WAC Fund is well positioned to fund the CIP projects and meet its other obligations over the five-year period, as shown below:

St. Paul WAC Fund	2017	2018	2019	2020	2021
Utility Revenues	442,000	464,200	477,404	488,612	490,824
Operating Expenses	7,500	7,650	7,803	7,959	8,118
Operating Profit (Loss)	434,500	456,550	469,601	480,653	482,706
Less: Debt Service	(39,670)	(44,620)	(44,090)	(43,430)	(42,670)
Less: CIP Expenditures	(241,210)	(319,100)	(127,200)	(303,900)	(277,100)
Change in Net Position	153,620	92,830	298,311	133,323	162,936
Beginning Cash Position	1,148,418	1,302,038	1,394,868	1,693,179	1,826,502
Ending Cash Position	1,302,038	1,394,868	1,693,179	1,826,502	1,989,438

The Sanitary Sewer Fund – The Sewer Fund provides the resources for sewer operations and capital improvements to the sewer system. It is funded with user charges, area charges, and connection fees. There are no increases in user charges planned for 2017, however, a 2% inflationary charge is included in the remaining later years. The Sewer Fund is healthy and can accommodate the planned CIP improvements.

Sewer Fund	2017	2018	2019	2020	2021
Utility Revenues	5,054,000	5,154,280	5,256,566	5,360,897	5,467,315
Operating Expenses	4,864,120	4,955,369	5,046,576	5,139,608	5,234,500
Operating Profit (Loss)	189,880	198,911	209,989	221,289	232,815
Less: Debt Service	(249,590)	(350,480)	(237,120)	(136,020)	(132,450)
Less: CIP Expenditures	(377,990)	(669,100)	(326,800)	(508,900)	(516,100)
Change in Net Position	(437,700)	(820,669)	(353,931)	(423,631)	(415,735)
Beginning Cash Position	4,605,131	4,560,601	4,134,932	4,176,001	4,147,370
Add: Depreciation	393,170	395,000	395,000	395,000	395,000
Ending Cash Position	4,560,601	4,134,932	4,176,001	4,147,370	4,126,635

Street Light Utility Fund – This fund is used to finance street lighting improvements and repairs. It derives revenue from an electric franchise fee of \$1.25 per household. There are no projects planned for the five-year CIP because the fund currently has a negative cash flow. The City Council is considering an increase in the amount of the franchise fee for 2018. The fund will have a positive balance by 2020 without the increase:

Street Light Utility Fund	2017	2018	2019	2020	2021
Utility Revenues	478,000	480,000	480,000	480,000	484,000
Operating Expenses	220,680	225,094	229,595	234,187	238,871
Operating Profit (Loss)	257,320	254,906	250,405	245,813	245,129
Less: Debt Service	-	-	-	-	-
Less: CIP Expenditures	-	-	-	-	-
Change in Net Position	257,320	254,906	250,405	245,813	245,129
Beginning Cash Position	(1,004,705)	(747,385)	(492,479)	(242,074)	3,739
Ending Cash Position	(747,385)	(492,479)	(242,074)	3,739	248,867

Street Improvement Fund – this fund finances street improvements that are not paid for through the special assessment process. It is funded through a gas franchise fee in the amount of \$2.50 per household, which provides about \$480,000 in revenue per year. The City uses these funds for street overlay projects. An analysis is not included because all projects are subject to available revenues. The funds are typically depleted on an annual basis.

City of Maplewood, Minnesota

Capital Improvement Plan

2017 thru 2021

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2017				
Replacement of EMS Heart Monitors	Ambulance	FD17.030	2	78,000
Park Maintenance Building Updates	Building Maintenance	MT17.01	3	140,000
Emergency Lighting and Exits Signs	Building Maintenance	MT17.02	3	210,000
Nature Center Facility Updates	Building Maintenance	MT17.03	3	220,000
City Hall Facility Updates	Building Maintenance	MT17.04	3	415,000
Commercial Property Redevelopment	EEDD	CD09.01	3	650,000
Replacement of Fire Truck	Fire Department	FD03-020	2	630,000
Replacement of Police & Fire 800 MHZ Radios	Fire Department	FD15.010	1	76,800
Election Equipment	IT	IT12.010	1	45,000
Eden System replacement	IT	IT15.020	2	65,000
Laserfiche Update	IT	IT15.030	1	25,000
Park Upgrades to Existing Parks	Parks and Recreation	PM07.010	3	100,000
Gladstone Savanna Improvements	Parks and Recreation	PM08.050	3	60,000
Open Space Improvements	Parks and Recreation	PM08.060	3	150,000
Wakefield Park	Parks and Recreation	PM15.430	3	50,000
Park Maintenance and Re-Investment	Parks and Recreation	PM16.001	3	1,000,000
Fish Creek Open Space	Parks and Recreation	PM16.005	3	300,000
MCC Building Improvements	Parks and Recreation	PM17.02	3	500,000
Police Department Body/Squad Video/EW Systems	Police Department	PD14.040	2	178,000
Squad Replacement	Police Department	PD15.010	1	152,320
Records Management System	Police Department	PD15.020	2	30,000
Lift Station Upgrade Program	Public Works	PW03.21	2	20,000
Two 12,000 lb Capacity Trailers	Public Works	PW06.01	3	18,000
Three-Wheel Truckster	Public Works	PW06.06	3	15,000
1-Ton Truck	Public Works	PW07.03	3	72,000
One 1/2-Ton Pickup	Public Works	PW12.04	3	22,000
Street Sweeper	Public Works	PW13.04	3	190,000
1/2-Ton Pickup Trucks	Public Works	PW16.01	3	52,000
Farrell/Ferndale Area Street Improvements	Street Department	PW09.08	1	100,000
Sterling Street Bridge Replacement	Street Department	PW12.02	1	100,000
Ferndale/Ivy Area Street Improvements	Street Department	PW15.11	1	100,000
Hillwood/Crestview Area Pavement	Street Department	PW16.09	1	1,380,000
Londin/Highpoint Area Pavement	Street Department	PW16.12	1	60,000
Pond/Dorland Area Street Improvements	Street Department	PW16.13	1	2,320,000
Total for 2017				9,524,120
2018				
Ambulance Replacement	Ambulance	FD09.020	2	224,400
Replacement of EMS Heart Monitors	Ambulance	FD17.030	2	52,000
1902 Building Mechanical Updates	Building Maintenance	MT17.05	3	360,000
Housing Replacement Program	EEDD	CD02.01	3	80,000
Gladstone Area Redevelopment	EEDD	CD15.01	3	2,000,000
Rehabilitation of Fire Station	Fire Department	FD10.011	2	2,300,000
Rehabilitation of Fire Station	Fire Department	FD10.012	2	2,000,000

Project Name	Department	Project #	Priority	Project Cost
Replacement of Police & Fire 800 MHZ Radios	Fire Department	FD15.010	1	76,800
Park Upgrades to Existing Parks	Parks and Recreation	PM07.010	3	100,000
Harvest Park	Parks and Recreation	PM14.020	3	50,000
EAB Ash Removal and Planting	Parks and Recreation	PM15.020	3	150,000
Maplewood Nature Center Master Plan	Parks and Recreation	PM16.003	3	75,000
Maplewood Nature Center Land Acquisition	Parks and Recreation	PM16.004	3	160,000
Fish Creek Open Space	Parks and Recreation	PM16.005	3	150,000
MCC Building Improvements	Parks and Recreation	PM17.02	3	500,000
Police Department Body/Squad Video/EW Systems	Police Department	PD14.040	2	105,920
Squad Replacement	Police Department	PD15.010	1	155,360
Records Management System	Police Department	PD15.020	2	30,000
Regional Police Firearms Training Range	Police Department	PD15.060	3	175,000
Lift Station Upgrade Program	Public Works	PW03.21	2	20,000
Single-Axle Plow Truck	Public Works	PW13.03	2	205,000
Pond Clean Out/Dredging Projects	Public Works	PW14.01	3	100,000
One 1/2-Ton Truck	Public Works	PW15.03	3	22,000
Wood Chipper	Public Works	PW15.05	3	55,000
Asphalt Hot Box	Public Works	PW16.04	3	30,000
Farrell/Ferndale Area Street Improvements	Street Department	PW09.08	1	7,490,000
Dennis/McClelland Area Street Improvements	Street Department	PW09.10	1	100,000
Ferndale/Ivy Area Street Improvements	Street Department	PW15.11	1	100,000
Mailand/Crestview Forest Area Pavement	Street Department	PW16.10	1	60,000
London/Highpoint Area Pavement	Street Department	PW16.12	1	1,010,000
Total for 2018				17,936,480

2019

1902 Building Roof	Building Maintenance	MT17.06	3	410,000
Commercial Property Redevelopment	EEDD	CD09.01	3	650,000
Gladstone Area Redevelopment	EEDD	CD15.01	3	2,750,000
Replacement of Police & Fire 800 MHZ Radios	Fire Department	FD15.010	1	76,800
Replacement of Rehab/Air Truck	Fire Department	FD16.010	2	306,000
Eden System replacement	IT	IT15.020	2	100,000
Council Chambers Remodel	IT	IT17.010	3	50,000
Park Upgrades to Existing Parks	Parks and Recreation	PM07.010	3	100,000
Open Space Improvements	Parks and Recreation	PM08.060	3	150,000
EAB Ash Removal and Planting	Parks and Recreation	PM15.020	3	150,000
Park Maintenance and Re-Investment	Parks and Recreation	PM16.001	3	1,000,000
Maplewood Nature Center Land Acquisition	Parks and Recreation	PM16.004	3	100,000
MCC Building Improvements	Parks and Recreation	PM17.02	3	500,000
Police Department Body/Squad Video/EW Systems	Police Department	PD14.040	2	105,920
Squad Replacement	Police Department	PD15.010	1	158,480
Records Management System	Police Department	PD15.020	2	30,000
Regional Police Firearms Training Range	Police Department	PD15.060	3	100,000
Lift Station Upgrade Program	Public Works	PW03.21	2	20,000
Single-Axle Plow Truck	Public Works	PW15.01	2	205,000
ToolCat Work Machine	Public Works	PW16.03	3	45,000
Three Tilt-Deck Trailers	Public Works	PW16.05	3	30,000
Tractor/Utility Machine	Public Works	PW17.01	3	75,000
Dennis/McClelland Area Street Improvements	Street Department	PW09.10	1	100,000
Sterling Street Bridge Replacement	Street Department	PW12.02	1	1,300,000
Ferndale/Ivy Area Street Improvements	Street Department	PW15.11	1	3,380,000
Rice Street	Street Department	PW16.06	2	2,239,000
Mailand/Crestview Forest Area Pavement	Street Department	PW16.10	1	1,200,000
Schaller Area Pavement	Street Department	PW16.11	1	60,000
Total for 2019				15,391,200

Project Name	Department	Project #	Priority	Project Cost
2020				
Municipal Facility Upgrades	Building Maintenance	MT16.01	3	100,000
Housing Replacement Program	EEDD	CD02.01	3	80,000
Replacement of Police & Fire 800 MHZ Radios	Fire Department	FD15.010	1	76,800
Server Storage	IT	IT16.010	2	60,000
Council Chambers Remodel	IT	IT17.010	3	200,000
Park Upgrades to Existing Parks	Parks and Recreation	PM07.010	3	100,000
EAB Ash Removal and Planting	Parks and Recreation	PM15.020	3	150,000
Police Department Body/Squad Video/EW Systems	Police Department	PD14.040	2	105,920
Squad Replacement	Police Department	PD15.010	1	203,380
Records Management System	Police Department	PD15.020	2	30,000
Regional Police Firearms Training Range	Police Department	PD15.060	3	100,000
Lift Station Upgrade Program	Public Works	PW03.21	2	20,000
Pond Clean Out/Dredging Projects	Public Works	PW14.01	3	100,000
Water Tanker	Public Works	PW15.02	2	110,000
Street Sweeper	Public Works	PW16.02	3	200,000
16' Park Mower	Public Works	PW17.02	3	90,000
Dennis/McClelland Area Street Improvements	Street Department	PW09.10	1	6,860,000
White Bear Ave / I694 Interchange Project	Street Department	PW15.08	2	500,000
Schaller Area Pavement	Street Department	PW16.11	1	1,370,000
Southcrest/Ferndale Area Pavement	Street Department	PW17.06	1	60,000
Gladstone Improvements Phase 3	Street Department	PW17.07	1	100,000
East Shore Drive Area Street Improvements	Street Department	PW17.08	1	100,000
Total for 2020				10,716,100
2021				
Ambulance Replacement	Ambulance	FD17.010	2	240,000
Municipal Facility Upgrades	Building Maintenance	MT16.01	3	100,000
Commercial Property Redevelopment	EEDD	CD09.01	3	650,000
Replacement of Police & Fire 800 MHZ Radios	Fire Department	FD15.010	1	76,800
Replacement of Fire Truck	Fire Department	FD17.020	2	610,000
Park Upgrades to Existing Parks	Parks and Recreation	PM07.010	3	100,000
Open Space Improvements	Parks and Recreation	PM08.060	3	150,000
Veteran's Memorial Park	Parks and Recreation	PM11.020	3	250,000
Park Maintenance and Re-Investment	Parks and Recreation	PM16.001	3	1,000,000
Police Department Body/Squad Video/EW Systems	Police Department	PD14.040	2	105,920
Squad Replacement	Police Department	PD15.010	1	183,000
Records Management System	Police Department	PD15.020	2	30,000
Regional Police Firearms Training Range	Police Department	PD15.060	3	100,000
Lift Station Upgrade Program	Public Works	PW03.21	2	20,000
1 1/2-Ton Utility Truck	Public Works	PW17.03	3	90,000
Single-Axle Plow Truck	Public Works	PW17.04	2	210,000
Asphalt Paver	Public Works	PW17.05	2	56,000
Southcrest/Ferndale Area Pavement	Street Department	PW17.06	1	1,210,000
Gladstone Improvements Phase 3	Street Department	PW17.07	1	3,300,000
East Shore Drive Area Street Improvements	Street Department	PW17.08	1	4,720,000
Total for 2021				13,201,720
GRAND TOTAL				66,769,620

City of Maplewood, Minnesota

Capital Improvement Plan

2017 thru 2021

PROJECTS BY DEPARTMENT

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Ambulance								
Ambulance Replacement	FD09.020	2		224,400				224,400
Ambulance Replacement	FD17.010	2					240,000	240,000
Replacement of EMS Heart Monitors	FD17.030	2	78,000	52,000				130,000
Ambulance Total			78,000	276,400			240,000	594,400
Building Maintenance								
Municipal Facility Upgrades	MT16.01	3				100,000	100,000	200,000
Park Maintenance Building Updates	MT17.01	3	140,000					140,000
Emergency Lighting and Exits Signs	MT17.02	3	210,000					210,000
Nature Center Facility Updates	MT17.03	3	220,000					220,000
City Hall Facility Updates	MT17.04	3	415,000					415,000
1902 Building Mechanical Updates	MT17.05	3		360,000				360,000
1902 Building Roof	MT17.06	3			410,000			410,000
Building Maintenance Total			985,000	360,000	410,000	100,000	100,000	1,955,000
EEDD								
Housing Replacement Program	CD02.01	3		80,000		80,000		160,000
Commercial Property Redevelopment	CD09.01	3	650,000		650,000		650,000	1,950,000
Gladstone Area Redevelopment	CD15.01	3		2,000,000	2,750,000			4,750,000
EEDD Total			650,000	2,080,000	3,400,000	80,000	650,000	6,860,000
Fire Department								
Replacement of Fire Truck	FD03-020	2	630,000					630,000
Rehabilitation of Fire Station	FD10.011	2		2,300,000				2,300,000
Rehabilitation of Fire Station	FD10.012	2		2,000,000				2,000,000
Replacement of Police & Fire 800 MHZ Radios	FD15.010	1	76,800	76,800	76,800	76,800	76,800	384,000
Replacement of Rehab/Air Truck	FD16.010	2			306,000			306,000
Replacement of Fire Truck	FD17.020	2					610,000	610,000
Fire Department Total			706,800	4,376,800	382,800	76,800	686,800	6,230,000
IT								
Election Equipment	IT12.010	1	45,000					45,000
Eden System replacement	IT15.020	2	65,000		100,000			165,000
Laserfiche Update	IT15.030	1	25,000					25,000
Server Storage	IT16.010	2				60,000		60,000
Council Chambers Remodel	IT17.010	3			50,000	200,000		250,000
IT Total			135,000		150,000	260,000		545,000
Parks and Recreation								
Park Upgrades to Existing Parks	PM07.010	3	100,000	100,000	100,000	100,000	100,000	500,000
Gladstone Savanna Improvements	PM08.050	3	60,000					60,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Open Space Improvements	PM08.060	3	150,000		150,000		150,000	450,000
Veteran's Memorial Park	PM11.020	3					250,000	250,000
Harvest Park	PM14.020	3		50,000				50,000
EAB Ash Removal and Planting	PM15.020	3		150,000	150,000	150,000		450,000
Wakefield Park	PM15.430	3	50,000					50,000
Park Maintenance and Re-Investment	PM16.001	3	1,000,000		1,000,000		1,000,000	3,000,000
Maplewood Nature Center Master Plan	PM16.003	3		75,000				75,000
Maplewood Nature Center Land Acquisition	PM16.004	3		160,000	100,000			260,000
Fish Creek Open Space	PM16.005	3	300,000	150,000				450,000
MCC Building Improvements	PM17.02	3	500,000	500,000	500,000			1,500,000
Parks and Recreation Total			2,160,000	1,185,000	2,000,000	250,000	1,500,000	7,095,000

Police Department								
Police Department Body/Squad Video/EW Systems	PD14.040	2	178,000	105,920	105,920	105,920	105,920	601,680
Squad Replacement	PD15.010	1	152,320	155,360	158,480	203,380	183,000	852,540
Records Management System	PD15.020	2	30,000	30,000	30,000	30,000	30,000	150,000
Regional Police Firearms Training Range	PD15.060	3		175,000	100,000	100,000	100,000	475,000
Police Department Total			360,320	466,280	394,400	439,300	418,920	2,079,220

Public Works								
Lift Station Upgrade Program	PW03.21	2	20,000	20,000	20,000	20,000	20,000	100,000
Two 12,000 lb Capacity Trailers	PW06.01	3	18,000					18,000
Three-Wheel Truckster	PW06.06	3	15,000					15,000
1-Ton Truck	PW07.03	3	72,000					72,000
One 1/2-Ton Pickup	PW12.04	3	22,000					22,000
Single-Axle Plow Truck	PW13.03	2		205,000				205,000
Street Sweeper	PW13.04	3	190,000					190,000
Pond Clean Out/Dredging Projects	PW14.01	3		100,000		100,000		200,000
Single-Axle Plow Truck	PW15.01	2			205,000			205,000
Water Tanker	PW15.02	2				110,000		110,000
One 1/2-Ton Truck	PW15.03	3		22,000				22,000
Wood Chipper	PW15.05	3		55,000				55,000
1/2-Ton Pickup Trucks	PW16.01	3	52,000					52,000
Street Sweeper	PW16.02	3				200,000		200,000
ToolCat Work Machine	PW16.03	3			45,000			45,000
Asphalt Hot Box	PW16.04	3		30,000				30,000
Three Tilt-Deck Trailers	PW16.05	3			30,000			30,000
Tractor/Utility Machine	PW17.01	3			75,000			75,000
16' Park Mower	PW17.02	3				90,000		90,000
1 1/2-Ton Utility Truck	PW17.03	3					90,000	90,000
Single-Axle Plow Truck	PW17.04	2					210,000	210,000
Asphalt Paver	PW17.05	2					56,000	56,000
Public Works Total			389,000	432,000	375,000	520,000	376,000	2,092,000

Street Department								
Farrell/Ferndale Area Street Improvements	PW09.08	1	100,000	7,490,000				7,590,000
Dennis/McClelland Area Street Improvements	PW09.10	1		100,000	100,000	6,860,000		7,060,000
Sterling Street Bridge Replacement	PW12.02	1	100,000		1,300,000			1,400,000
White Bear Ave / I694 Interchange Project	PW15.08	2				500,000		500,000
Ferndale/Ivy Area Street Improvements	PW15.11	1	100,000	100,000	3,380,000			3,580,000
Rice Street	PW16.06	2			2,239,000			2,239,000
Hillwood/Crestview Area Pavement	PW16.09	1	1,380,000					1,380,000
Mailand/Crestview Forest Area Pavement	PW16.10	1		60,000	1,200,000			1,260,000
Schaller Area Pavement	PW16.11	1			60,000	1,370,000		1,430,000

Department	Project#	Priority	2017	2018	2019	2020	2021	Total
Londin/Highpoint Area Pavement	PW16.12	1	60,000	1,010,000				1,070,000
Pond/Dorland Area Street Improvements	PW16.13	1	2,320,000					2,320,000
Southcrest/Ferndale Area Pavement	PW17.06	1				60,000	1,210,000	1,270,000
Gladstone Improvements Phase 3	PW17.07	1				100,000	3,300,000	3,400,000
East Shore Drive Area Street Improvements	PW17.08	1				100,000	4,720,000	4,820,000
Street Department Total			4,060,000	8,760,000	8,279,000	8,990,000	9,230,000	39,319,000
GRAND TOTAL			9,524,120	17,936,480	15,391,200	10,716,100	13,201,720	66,769,620

City of Maplewood, Minnesota
Capital Improvement Plan
 2017 thru 2021

PROJECTS BY CATEGORY

Category	Project#	Priority	2017	2018	2019	2020	2021	Total
Buildings								
Rehabilitation of Fire Station	FD10.011	2		2,300,000				2,300,000
Rehabilitation of Fire Station	FD10.012	2		2,000,000				2,000,000
Council Chambers Remodel	IT17.010	3			50,000	200,000		250,000
Municipal Facility Upgrades	MT16.01	3				100,000	100,000	200,000
Park Maintenance Building Updates	MT17.01	3	140,000					140,000
Emergency Lighting and Exits Signs	MT17.02	3	210,000					210,000
Nature Center Facility Updates	MT17.03	3	220,000					220,000
City Hall Facility Updates	MT17.04	3	415,000					415,000
1902 Building Mechanical Updates	MT17.05	3		360,000				360,000
1902 Building Roof	MT17.06	3			410,000			410,000
Regional Police Firearms Training Range	PD15.060	3		175,000	100,000	100,000	100,000	475,000
MCC Building Improvements	PM17.02	3	500,000	500,000	500,000			1,500,000
Buildings Total			1,485,000	5,335,000	1,060,000	400,000	200,000	8,480,000
Equipment								
Replacement of Fire Truck	FD03-020	2	630,000					630,000
Ambulance Replacement	FD09.020	2		224,400				224,400
Replacement of Police & Fire 800 MHZ Radios	FD15.010	1	76,800	76,800	76,800	76,800	76,800	384,000
Replacement of Rehab/Air Truck	FD16.010	2			306,000			306,000
Ambulance Replacement	FD17.010	2					240,000	240,000
Replacement of Fire Truck	FD17.020	2					610,000	610,000
Replacement of EMS Heart Monitors	FD17.030	2	78,000	52,000				130,000
Police Department Body/Squad Video/EW Systems	PD14.040	2	178,000	105,920	105,920	105,920	105,920	601,680
Records Management System	PD15.020	2	30,000	30,000	30,000	30,000	30,000	150,000
Equipment Total			992,800	489,120	518,720	212,720	1,062,720	3,276,080
Equipment: Computers								
Election Equipment	IT12.010	1	45,000					45,000
Eden System replacement	IT15.020	2	65,000		100,000			165,000
Laserfiche Update	IT15.030	1	25,000					25,000
Server Storage	IT16.010	2				60,000		60,000
Equipment: Computers Total			135,000		100,000	60,000		295,000
Equipment: PW Equip								
Two 12,000 lb Capacity Trailers	PW06.01	3	18,000					18,000
Three-Wheel Truckster	PW06.06	3	15,000					15,000
Street Sweeper	PW13.04	3	190,000					190,000
Water Tanker	PW15.02	2				110,000		110,000
Wood Chipper	PW15.05	3		55,000				55,000
Street Sweeper	PW16.02	3				200,000		200,000
ToolCat Work Machine	PW16.03	3			45,000			45,000
Asphalt Hot Box	PW16.04	3		30,000				30,000
Three Tilt-Deck Trailers	PW16.05	3			30,000			30,000

Category	Project#	Priority	2017	2018	2019	2020	2021	Total
Tractor/Utility Machine	PW17.01	3			75,000			75,000
16' Park Mower	PW17.02	3				90,000		90,000
Asphalt Paver	PW17.05	2					56,000	56,000
Equipment: PW Equip Total			223,000	85,000	150,000	400,000	56,000	914,000
Park Improvements								
Park Upgrades to Existing Parks	PM07.010	3	100,000	100,000	100,000	100,000	100,000	500,000
Gladstone Savanna Improvements	PM08.050	3	60,000					60,000
Open Space Improvements	PM08.060	3	150,000		150,000		150,000	450,000
Veteran's Memorial Park	PM11.020	3					250,000	250,000
Harvest Park	PM14.020	3		50,000				50,000
EAB Ash Removal and Planting	PM15.020	3		150,000	150,000	150,000		450,000
Wakefield Park	PM15.430	3	50,000					50,000
Park Maintenance and Re-Investment	PM16.001	3	1,000,000		1,000,000		1,000,000	3,000,000
Maplewood Nature Center Master Plan	PM16.003	3		75,000				75,000
Maplewood Nature Center Land Acquisition	PM16.004	3		160,000	100,000			260,000
Fish Creek Open Space	PM16.005	3	300,000	150,000				450,000
Park Improvements Total			1,660,000	685,000	1,500,000	250,000	1,500,000	5,595,000
Redevelopment								
Housing Replacement Program	CD02.01	3		80,000		80,000		160,000
Commercial Property Redevelopment	CD09.01	3	650,000		650,000		650,000	1,950,000
Gladstone Area Redevelopment	CD15.01	3		2,000,000	2,750,000			4,750,000
Redevelopment Total			650,000	2,080,000	3,400,000	80,000	650,000	6,860,000
Street Construction								
Farrell/Ferndale Area Street Improvements	PW09.08	1	100,000	7,490,000				7,590,000
Dennis/McClelland Area Street Improvements	PW09.10	1		100,000	100,000	6,860,000		7,060,000
Sterling Street Bridge Replacement	PW12.02	1	100,000		1,300,000			1,400,000
White Bear Ave / I694 Interchange Project	PW15.08	2				500,000		500,000
Ferndale/Ivy Area Street Improvements	PW15.11	1	100,000	100,000	3,380,000			3,580,000
Rice Street	PW16.06	2			2,239,000			2,239,000
Hillwood/Crestview Area Pavement	PW16.09	1	1,380,000					1,380,000
Mailand/Crestview Forest Area Pavement	PW16.10	1		60,000	1,200,000			1,260,000
Schaller Area Pavement	PW16.11	1			60,000	1,370,000		1,430,000
London/Highpoint Area Pavement	PW16.12	1	60,000	1,010,000				1,070,000
Pond/Dorland Area Street Improvements	PW16.13	1	2,320,000					2,320,000
Southcrest/Ferndale Area Pavement	PW17.06	1				60,000	1,210,000	1,270,000
Gladstone Improvements Phase 3	PW17.07	1				100,000	3,300,000	3,400,000
East Shore Drive Area Street Improvements	PW17.08	1				100,000	4,720,000	4,820,000
Street Construction Total			4,060,000	8,760,000	8,279,000	8,990,000	9,230,000	39,319,000
Utilities								
Lift Station Upgrade Program	PW03.21	2	20,000	20,000	20,000	20,000	20,000	100,000
Pond Clean Out/Dredging Projects	PW14.01	3		100,000		100,000		200,000
Utilities Total			20,000	120,000	20,000	120,000	20,000	300,000
Vehicles								
Squad Replacement	PD15.010	1	152,320	155,360	158,480	203,380	183,000	852,540
1-Ton Truck	PW07.03	3	72,000					72,000
One 1/2-Ton Pickup	PW12.04	3	22,000					22,000
Single-Axle Plow Truck	PW13.03	2		205,000				205,000
Single-Axle Plow Truck	PW15.01	2			205,000			205,000

Category	Project#	Priority	2017	2018	2019	2020	2021	Total
One 1/2-Ton Truck	PW15.03	3		22,000				22,000
1/2-Ton Pickup Trucks	PW16.01	3	52,000					52,000
1 1/2-Ton Utility Truck	PW17.03	3					90,000	90,000
Single-Axle Plow Truck	PW17.04	2					210,000	210,000
Vehicles Total			298,320	382,360	363,480	203,380	483,000	1,730,540
GRAND TOTAL			9,524,120	17,936,480	15,391,200	10,716,100	13,201,720	66,769,620

City of Maplewood, Minnesota

Capital Improvement Plan

2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Ambulance Fund								
Ambulance Replacement	FD09.020	2		224,400				224,400
Ambulance Replacement	FD17.010	2					240,000	240,000
Replacement of EMS Heart Monitors	FD17.030	2	78,000	52,000				130,000
Ambulance Fund Total			78,000	276,400			240,000	594,400
Bonds GO CIP								
Rehabilitation of Fire Station	FD10.011	2		300,000				300,000
Rehabilitation of Fire Station	FD10.012	2		600,000				600,000
Council Chambers Remodel	IT17.010	3			50,000	200,000		250,000
1902 Building Mechanical Updates	MT17.05	3		360,000				360,000
1902 Building Roof	MT17.06	3			410,000			410,000
Regional Police Firearms Training Range	PD15.060	3		175,000	100,000	100,000	100,000	475,000
Bonds GO CIP Total				1,435,000	560,000	300,000	100,000	2,395,000
Bonds GO Improvement								
Farrell/Ferndale Area Street Improvements	PW09.08	1	100,000	3,383,800				3,483,800
Dennis/McClelland Area Street Improvements	PW09.10	1			100,000	2,960,500		3,060,500
Ferndale/Ivy Area Street Improvements	PW15.11	1		100,000	1,836,880			1,936,880
Pond/Dorland Area Street Improvements	PW16.13	1	800,825					800,825
East Shore Drive Area Street Improvements	PW17.08	1				100,000	2,167,500	2,267,500
Bonds GO Improvement Total			900,825	3,483,800	1,936,880	3,060,500	2,167,500	11,549,505
Bonds GO Special Assessment								
Farrell/Ferndale Area Street Improvements	PW09.08	1		828,200				828,200
Dennis/McClelland Area Street Improvements	PW09.10	1				1,010,500		1,010,500
Ferndale/Ivy Area Street Improvements	PW15.11	1			568,220			568,220
Hillwood/Crestview Area Pavement	PW16.09	1	789,222					789,222
Mailand/Crestview Forest Area Pavement	PW16.10	1			699,660			699,660
Schaller Area Pavement	PW16.11	1				793,500		793,500
Londin/Highpoint Area Pavement	PW16.12	1		494,868				494,868
Pond/Dorland Area Street Improvements	PW16.13	1	653,975					653,975
Southcrest/Ferndale Area Pavement	PW17.06	1					637,560	637,560
East Shore Drive Area Street Improvements	PW17.08	1					583,300	583,300
Bonds GO Special Assessment Total			1,443,197	1,323,068	1,267,880	1,804,000	1,220,860	7,059,005
Bonds MSA								
Sterling Street Bridge Replacement	PW12.02	1	100,000		115,000			215,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Bonds MSA Total			100,000		115,000			215,000
Bonds Tax Abatement								
Nature Center Facility Updates	MT17.03	3	220,000					220,000
Park Upgrades to Existing Parks	PM07.010	3	100,000	100,000	100,000	100,000	100,000	500,000
Park Maintenance and Re-Investment	PM16.001	3	1,000,000		1,000,000		1,000,000	3,000,000
MCC Building Improvements	PM17.02	3	500,000	500,000	500,000			1,500,000
Bonds Tax Abatement Total			1,820,000	600,000	1,600,000	100,000	1,100,000	5,220,000
Bonds Tax Increment								
Gladstone Area Redevelopment	CD15.01	3		2,000,000	2,750,000			4,750,000
Bonds Tax Increment Total				2,000,000	2,750,000			4,750,000
Building Replacement Fund								
Municipal Facility Upgrades	MT16.01	3				100,000	100,000	200,000
Building Replacement Fund Total						100,000	100,000	200,000
CIP Fund								
Replacement of Police & Fire 800 MHZ Radios	FD15.010	1	76,800	76,800	76,800	76,800	76,800	384,000
Election Equipment	IT12.010	1	45,000					45,000
Park Maintenance Building Updates	MT17.01	3	140,000					140,000
Emergency Lighting and Exits Signs	MT17.02	3	210,000					210,000
City Hall Facility Updates	MT17.04	3	415,000					415,000
EAB Ash Removal and Planting	PM15.020	3		150,000	150,000	150,000		450,000
CIP Fund Total			886,800	226,800	226,800	226,800	76,800	1,644,000
City of St. Paul Water Dept								
Farrell/Ferndale Area Street Improvements	PW09.08	1		848,000				848,000
Dennis/McClelland Area Street Improvements	PW09.10	1				778,000		778,000
Ferndale/Ivy Area Street Improvements	PW15.11	1			89,400			89,400
Pond/Dorland Area Street Improvements	PW16.13	1	258,000					258,000
East Shore Drive Area Street Improvements	PW17.08	1					285,200	285,200
City of St. Paul Water Dept Total			258,000	848,000	89,400	778,000	285,200	2,258,600
EDA Fund								
Commercial Property Redevelopment	CD09.01	3	650,000		650,000		650,000	1,950,000
EDA Fund Total			650,000		650,000		650,000	1,950,000
Environmental Utility Fund								
Gladstone Savanna Improvements	PM08.050	3	10,000					10,000
Farrell/Ferndale Area Street Improvements	PW09.08	1		1,546,000				1,546,000
Dennis/McClelland Area Street Improvements	PW09.10	1		100,000		1,424,000		1,524,000
Pond Clean Out/Dredging Projects	PW14.01	3		100,000		100,000		200,000
Ferndale/Ivy Area Street Improvements	PW15.11	1	100,000		547,100			647,100
Hillwood/Crestview Area Pavement	PW16.09	1	72,000					72,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Mailand/Crestview Forest Area Pavement	PW16.10	1			63,000			63,000
Schaller Area Pavement	PW16.11	1				71,500		71,500
Londin/Highpoint Area Pavement	PW16.12	1		53,500				53,500
Pond/Dorland Area Street Improvements	PW16.13	1	371,000					371,000
Southcrest/Ferndale Area Pavement	PW17.06	1					63,500	63,500
East Shore Drive Area Street Improvements	PW17.08	1					1,007,000	1,007,000
Environmental Utility Fund Total			553,000	1,799,500	610,100	1,595,500	1,070,500	5,628,600

Fire Equipment Fund

Replacement of Fire Truck	FD03-020	2	630,000					630,000
Replacement of Rehab/Air Truck	FD16.010	2			306,000			306,000
Replacement of Fire Truck	FD17.020	2					610,000	610,000
Fire Equipment Fund Total			630,000		306,000		610,000	1,546,000

Fleet Management Fund

Two 12,000 lb Capacity Trailers	PW06.01	3	18,000					18,000
Three-Wheel Truckster	PW06.06	3	15,000					15,000
1-Ton Truck	PW07.03	3	72,000					72,000
One 1/2-Ton Pickup	PW12.04	3	22,000					22,000
Single-Axle Plow Truck	PW13.03	2		205,000				205,000
Street Sweeper	PW13.04	3	190,000					190,000
Single-Axle Plow Truck	PW15.01	2			205,000			205,000
Water Tanker	PW15.02	2				110,000		110,000
One 1/2-Ton Truck	PW15.03	3		22,000				22,000
Wood Chipper	PW15.05	3		55,000				55,000
1/2-Ton Pickup Trucks	PW16.01	3	52,000					52,000
Street Sweeper	PW16.02	3				200,000		200,000
ToolCat Work Machine	PW16.03	3			45,000			45,000
Asphalt Hot Box	PW16.04	3		30,000				30,000
Three Tilt-Deck Trailers	PW16.05	3			30,000			30,000
Tractor/Utility Machine	PW17.01	3			75,000			75,000
16' Park Mower	PW17.02	3				90,000		90,000
1 1/2-Ton Utility Truck	PW17.03	3					90,000	90,000
Single-Axle Plow Truck	PW17.04	2					210,000	210,000
Asphalt Paver	PW17.05	2					56,000	56,000
Fleet Management Fund Total			369,000	312,000	355,000	400,000	356,000	1,792,000

Gas Franchise Fee

Hillwood/Crestview Area Pavement	PW16.09	1	432,378					432,378
Mailand/Crestview Forest Area Pavement	PW16.10	1		60,000	361,740			421,740
Schaller Area Pavement	PW16.11	1			60,000	419,200		479,200
Londin/Highpoint Area Pavement	PW16.12	1	60,000	397,432				457,432
Southcrest/Ferndale Area Pavement	PW17.06	1				60,000	432,740	492,740
Gas Franchise Fee Total			492,378	457,432	421,740	479,200	432,740	2,283,490

IT Fund

Eden System replacement	IT15.020	2	65,000		100,000			165,000
Laserfiche Update	IT15.030	1	25,000					25,000
Server Storage	IT16.010	2				60,000		60,000

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
IT Fund Total			90,000		100,000	60,000		250,000
Park Improvement Fund								
Open Space Improvements	PM08.060	3	150,000		150,000		150,000	450,000
Veteran's Memorial Park	PM11.020	3					250,000	250,000
Harvest Park	PM14.020	3		50,000				50,000
Wakefield Park	PM15.430	3	25,000					25,000
Maplewood Nature Center Master Plan	PM16.003	3		75,000				75,000
Maplewood Nature Center Land Acquisition	PM16.004	3		160,000	100,000			260,000
Fish Creek Open Space	PM16.005	3	150,000	25,000				175,000
Park Improvement Fund Total			325,000	310,000	250,000		400,000	1,285,000
Police Equipment Fund								
Police Department Body/Squad Video/EW Systems	PD14.040	2	178,000	105,920	105,920	105,920	105,920	601,680
Squad Replacement	PD15.010	1	114,240	116,520	118,860	121,230	183,000	653,850
Records Management System	PD15.020	2	30,000	30,000	30,000	30,000	30,000	150,000
Police Equipment Fund Total			322,240	252,440	254,780	257,150	318,920	1,405,530
Police Services Fund								
Squad Replacement	PD15.010	1	38,080	38,840	39,620	82,150		198,690
Police Services Fund Total			38,080	38,840	39,620	82,150		198,690
Proceeds from Sale Property								
Rehabilitation of Fire Station	FD10.011	2		2,000,000				2,000,000
Rehabilitation of Fire Station	FD10.012	2		1,400,000				1,400,000
Proceeds from Sale Property Total				3,400,000				3,400,000
Ramsey County								
Fish Creek Open Space	PM16.005	3	150,000	100,000				250,000
Ramsey County Total			150,000	100,000				250,000
Redevelopment Fund								
Housing Replacement Program	CD02.01	3		80,000		80,000		160,000
Redevelopment Fund Total				80,000		80,000		160,000
Sanitary Sewer Fund								
Lift Station Upgrade Program	PW03.21	2	20,000	20,000	20,000	20,000	20,000	100,000
Farrell/Ferndale Area Street Improvements	PW09.08	1		597,000				597,000
Dennis/McClelland Area Street Improvements	PW09.10	1				426,000		426,000
Ferndale/Ivy Area Street Improvements	PW15.11	1			249,000			249,000
Hillwood/Crestview Area Pavement	PW16.09	1	43,200					43,200
Mailand/Crestview Forest Area Pavement	PW16.10	1			37,800			37,800
Schaller Area Pavement	PW16.11	1				42,900		42,900
Londin/Highpoint Area Pavement	PW16.12	1		32,100				32,100
Pond/Dorland Area Street Improvements	PW16.13	1	168,100					168,100

Source	Project#	Priority	2017	2018	2019	2020	2021	Total
Southcrest/Ferndale Area Pavement	PW17.06	1					38,100	38,100
East Shore Drive Area Street Improvements	PW17.08	1					438,000	438,000
Sanitary Sewer Fund Total			231,300	649,100	306,800	488,900	496,100	2,172,200
State Grants								
Gladstone Savanna Improvements	PM08.050	3	45,000					45,000
Fish Creek Open Space	PM16.005	3		25,000				25,000
Sterling Street Bridge Replacement	PW12.02	1			1,185,000			1,185,000
White Bear Ave / I694 Interchange Project	PW15.08	2				500,000		500,000
Rice Street	PW16.06	2			2,239,000			2,239,000
Gladstone Improvements Phase 3	PW17.07	1				100,000	3,300,000	3,400,000
State Grants Total			45,000	25,000	3,424,000	600,000	3,300,000	7,394,000
Tree Preservation Fund								
Gladstone Savanna Improvements	PM08.050	3	5,000					5,000
Tree Preservation Fund Total			5,000					5,000
Water - WAC Fund								
Farrell/Ferndale Area Street Improvements	PW09.08	1		287,000				287,000
Dennis/McClelland Area Street Improvements	PW09.10	1				261,000		261,000
Ferndale/Ivy Area Street Improvements	PW15.11	1			89,400			89,400
Hillwood/Crestview Area Pavement	PW16.09	1	43,200					43,200
Maidland/Crestview Forest Area Pavement	PW16.10	1			37,800			37,800
Schaller Area Pavement	PW16.11	1				42,900		42,900
Londin/Highpoint Area Pavement	PW16.12	1		32,100				32,100
Pond/Dorland Area Street Improvements	PW16.13	1	68,100					68,100
Southcrest/Ferndale Area Pavement	PW17.06	1					38,100	38,100
East Shore Drive Area Street Improvements	PW17.08	1					239,000	239,000
Water - WAC Fund Total			111,300	319,100	127,200	303,900	277,100	1,138,600
Watershed District								
Wakefield Park	PM15.430	3	25,000					25,000
Watershed District Total			25,000					25,000
GRAND TOTAL			9,524,120	17,936,480	15,391,200	10,716,100	13,201,720	66,769,620

SECTION III PROJECT DETAILS



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Ambulance Service



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD09.020
Project Name Ambulance Replacement

Type Equipment
Useful Life 15 years
Category Equipment
Department Ambulance
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$224,400

Modular ALS Ambulance

Justification

Replacement of a 2005 Ford Road Rescue ambulance. At the time this ambulance is replaced, it will have over 150,000 miles on it. The repair and maintenance costs of this ambulance have become significant over the past few years and it is old and wearing out. Our goal is to replace an ambulance every five years based on its condition.

We normally have one of our ambulances down for some type of repair weekly. We are also very concerned tha, due to the age and the condition of these vehicles, we could develop a breakdown causing a delay in our response time of when transporting a patient to a hospital.

Now that we are operating out of three fire stations, we no longer have the need for six ambulances to be in service. We have revised our ambulance fleet program from six ambulances to four that are necessary to be in service to meet our call volume. This will have a significant positive impact on our ambulance replacement program.

Our plan is to utilize three ambulances and one spare. Replacement schedule will be one ambulance every two to three years.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		224,400				224,400
Total		224,400				224,400

Funding Sources	2017	2018	2019	2020	2021	Total
Ambulance Fund		224,400				224,400
Total		224,400				224,400

Budget Impact/Other

We anticipate lower operating and maintenance costs. At least one ambulance is in the shop for maintenance at any given time.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD17.010
Project Name Ambulance Replacement

Type Equipment
Useful Life 15 years
Category Equipment
Department Ambulance
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$240,000

Modular ALS Ambulance

Justification

Replacement of a 2014 Ford Road Rescue ambulance. At the time this ambulance is replaced, it will have approximately 200,000 miles on it. The repair and maintenance costs of this ambulance will become significant over the next few years.

Currently we have one of our ambulances down for some type of repair weekly. We are also very concerned that due to the age and the condition of these vehicles, we could develop a breakdown causing a delay in our response time or when transporting a patient to a hospital.

Now that we are operating out of three fire stations, we no longer have the need for six ambulances to be in service. We have revised our ambulance fleet program from six ambulances down to four. This will have a positive impact on the ambulances service fund.

Our plan is to utilize three ambulances and one spare. Replacement schedule would be one ambulance every two to three years.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					240,000	240,000
Total					240,000	240,000

Funding Sources	2017	2018	2019	2020	2021	Total
Ambulance Fund					240,000	240,000
Total					240,000	240,000

Budget Impact/Other

We anticipate lower maintenance and operating costs, due to the efficiencies achieved with newer equipment.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD17.030
Project Name Replacement of EMS Heart Monitors

Type Equipment
Useful Life 10 years
Category Equipment
Department Ambulance
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$130,000

Philips Heart Monitors

Justification

The replacement of the five heart monitors are needed due to their age and poor condition. The heart monitors, at the time of their replacement, will be six and seven years old. We also need to upgrade the technology that is now available in the monitors. The new technology will also give our paramedics the ability to better treat the patient's needs in the field. With this new diagnostic capability, it will improve the real time data needed during treatment. Currently, we have applied for an AG grant to obtain the five monitors in 2016. If we are unable to obtain this grant, this request in the CIP for 2017 and 2018 will be needed.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	78,000	52,000				130,000
Total	78,000	52,000				130,000

Funding Sources	2017	2018	2019	2020	2021	Total
Ambulance Fund	78,000	52,000				130,000
Total	78,000	52,000				130,000

Budget Impact/Other

Only the cost of the units. We do not expect any additional budget impact.

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Building Maintenance



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT16.01
Project Name Municipal Facility Upgrades

Type Improvement
Useful Life 20 years
Category Buildings
Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$200,000

High priority facility upgrades as identified by the Asset Management Study are scheduled for 2020 and 2021.

Justification

An asset management report was completed in April of 2015 that identified existing deficiencies and estimated costs for renewal/replacement over the next 20 years, with the immediate 5 year period identified with \$9.78 million in needs. City Hall/Police = \$4,900,000; 1902 Building = \$2,200,000; Park Maintenance = \$760,000; Central Fire Station = \$370,000; North Fire Station = \$990,000; South Fire Station = \$0; Nature Center = \$560,000
The report categorizes system deficiencies by priority. With 5 year needs greatly exceeding available funding it is proposed that only Priority 1 (Currently Critical) and Priority 2 (Potentially Critical) items be addressed until additional funding can be identified.
Years 2017, 2018 and 2019 have separate CIP project numbers with detailed requests and funding sources.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				100,000	100,000	200,000
Total				100,000	100,000	200,000

Funding Sources	2017	2018	2019	2020	2021	Total
Building Replacement Fund				100,000	100,000	200,000
Total				100,000	100,000	200,000

Budget Impact/Other

These improvements should have a positive impact on the budget due to increased efficiency of the new mechanical systems and reduced maintenance.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT17.01
Project Name Park Maintenance Building Updates

Type Improvement
Useful Life 20 years
Category Buildings
Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$140,000

The park maintenance building is in need of a variety of electrical, mechanical and building updates in 2017 as recommended in the Asset Management Study.

Justification

The park maintenance building is in need of updates or replacement for electrical, flooring, overhead doors, exhaust systems and switchgear. These improvements are warranted as these items are well beyond their useful life. (Recommended for action in 2016 per the Asset Management Study).

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	140,000					140,000
Total	140,000					140,000

Funding Sources	2017	2018	2019	2020	2021	Total
CIP Fund	140,000					140,000
Total	140,000					140,000

Budget Impact/Other

These improvements should have a positive impact on the budge due to increased efficiency of the mechanical systems and reduced maintenance.

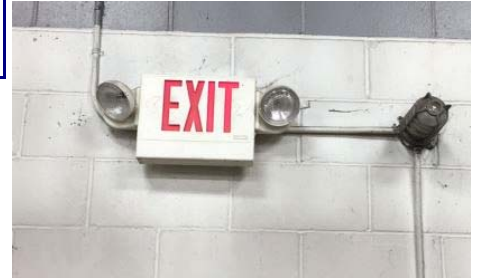
Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT17.02
Project Name Emergency Lighting and Exits Signs

Type Improvement
Useful Life 15 years
Category Buildings
Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$210,000

The emergency lighting and exiting signs in City Hall, North Fire Station, Central Fire Station and the Park Maintenance building require upgrading in 2017.

Justification

Emergency lighting, battery packs and exit signs require upgrading in City Hall, the North Fire Station, the Central Fire Station and the Park Maintenance building. These are life safety improvements. The current systems are beyond useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	210,000					210,000
Total	210,000					210,000

Funding Sources	2017	2018	2019	2020	2021	Total
CIP Fund	210,000					210,000
Total	210,000					210,000

Budget Impact/Other

There will be little to no impact on the operating budget. The new lighting will be more efficient.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT17.03
Project Name Nature Center Facility Updates

Type Improvement
Useful Life 20 years
Category Buildings
Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$220,000

The Nature Center needs updates to many aspects of the building, electrical, plumbing and mechanical systems in 2017.

Justification

The Nature Center building needs updates including replacement of emergency lighting, exit signs, roof, siding, windows, ceiling tiles, exhaust system, furnace, A/C and underground ductwork. This work is necessary to bring the facility up to an acceptable standard. Past deferred maintenance has come due and without this investment full replacement of the facility may be needed in the near future.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	220,000					220,000
Total	220,000					220,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds Tax Abatement	220,000					220,000
Total	220,000					220,000

Budget Impact/Other

We expect a positive impact on the operating budget with increased efficiency of the new mechanical systems and reduced maintenance.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT17.04
Project Name City Hall Facility Updates

Type Maintenance
Useful Life 20 years
Category Buildings
Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$415,000

As recommended by the Asset Management Study, the City Hall building is scheduled for replacement of flooring, ceiling and painting in 2017.

Justification

The City Hall building needs ceiling tile replacement, painting, carpeting/flooring and counter repositioning. The ceiling system is falling apart and is stained. Flooring in the customer service area is proposed to be updated to polished concrete. Carpet throughout the building is beyond useful life. Painting is proposed in various locations in addition to a minor allocation for shifting the far counter area back, thus creating more useable room for customers and the city staff.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	415,000					415,000
Total	415,000					415,000

Funding Sources	2017	2018	2019	2020	2021	Total
CIP Fund	415,000					415,000
Total	415,000					415,000

Budget Impact/Other

We anticipate little to no impact on the operating budget.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT17.05
Project Name 1902 Building Mechanical Updates

Type Improvement
Useful Life 20 years
Category Buildings
Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$360,000

The mechanical system in the 1902 Building is scheduled for updates in 2018 as recommended per the Asset Management Study.

Justification

The 1902 Building mechanical system requires updates to the central air handler unit, the VAV system with distribution renewal and unit heaters. These are basic functions that are beyond useful life. This will ensure proper air flow and reliability to the AHU, translating to a proper work environment for city staff and customers. (Recommended for action in 2020 per the Asset Management Study).

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		360,000				360,000
Total		360,000				360,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO CIP		360,000				360,000
Total		360,000				360,000

Budget Impact/Other

We anticipate increased efficiencies with the new mechanical system, resulting in a positive impact on the operating budget.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # MT17.06
Project Name 1902 Building Roof

Type Improvement
Useful Life 20 years
Category Buildings

Department Building Maintenance
Contact Public Works Director
Priority 3 Important



Description

Total Project Cost: \$410,000

The roof system on the 1902 Building needs to be replaced in 2019 per the Asset Management Study.

Justification

The 1902 Building roofing (BUR) renewal is needed. Over the past 5 years about two dozen leaks have occurred and each is addressed but at a price. The roof system is beyond its useful life and needs replacement to protect the interior. (Recommended for action in 2018 per the Asset Management Study).

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			410,000			410,000
Total			410,000			410,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO CIP			410,000			410,000
Total			410,000			410,000

Budget Impact/Other

The improvement should result in savings to the operating budget. The roof will require less maintenance and will be more energy efficient.

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Environment and Economic Development Department



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # CD02.01
Project Name Housing Replacement Program

Type Improvement
Useful Life
Category Redevelopment

Department EEDD
Contact EEDD Director
Priority 3 Important



Description **Total Project Cost:** \$160,000

The purchase of vacant or dilapidated properties to then prepare sites for new housing is proposed for 2018 and 2020.

Justification

The primary purpose of the Housing Replacement Program is to prevent neighborhoods from deteriorating. If a single dwelling deteriorates to the point of becoming a detriment or an eyesore, it will have an affect on the surrounding area. Other property owners may not be motivated to care for or to improve their properties if they live near or next to a rundown house. With this in mind, the city council established the Housing Replacement Program. The city council also has adopted policy guidelines that set standards for the purchase and resale of these properties. The cost estimate is based on the premise of purchasing a minimum of one property every other year until the goals of the program change. The last use of funds for this program provided an upgrade to the property at Larpenteur and Adolphus to redevelop this property. Revenues for this program were dedicated to the Gladstone Neighborhood Redevelopment Program in 2005. No funds were allocated in 2006 - 2012. Monies in 2017 may begin to be utilized for a housing survey/10 year vision for the EDA/HEDC to work with.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		80,000		80,000		160,000
Total		80,000		80,000		160,000

Funding Sources	2017	2018	2019	2020	2021	Total
Redevelopment Fund		80,000		80,000		160,000
Total		80,000		80,000		160,000

Budget Impact/Other

There will be no direct impact on the operating budget. However, this program is designed to improve the tax base in the City, which could potentially lower property taxes.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # CD09.01
Project Name Commercial Property Redevelopment

Type Improvement
Useful Life
Category Redevelopment

Department EEDD
Contact EEDD Director
Priority 3 Important



Description **Total Project Cost:** \$1,950,000

The purchase vacant or dilapidated commercial properties to then prepare the sites for new development is proposed for alternate years starting in 2017.

Justification

The primary purpose of the Commercial Property Redevelopment Program is to prevent neighborhoods from deteriorating. If a Commercial Property deteriorates to the point of becoming a detriment or an eyesore, it will have an affect on the surrounding area. Other property owners may not be motivated to care for or to improve their properties if they live near or next to a rundown property. The city council also has adopted policy guidelines that set standards for the purchase and resale of these properties. The cost estimate is based on the premise of purchasing a minimum of one property every other year until the goals of the program change. This is a city initiative under the direction of the HEDC working with the EDA.

Assumed revenue from sale of property:

2017: \$650,000

2019: \$650,000

2021: \$650,000

Note: EDA function of property resale is net neutral

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	650,000		650,000		650,000	1,950,000
Total	650,000		650,000		650,000	1,950,000

Funding Sources	2017	2018	2019	2020	2021	Total
EDA Fund	650,000		650,000		650,000	1,950,000
Total	650,000		650,000		650,000	1,950,000

Budget Impact/Other

There will be no direct impact on the operating budget. However, this program is designed to improve the tax base in the City, which could potentially lower property taxes.

Capital Improvement Plan

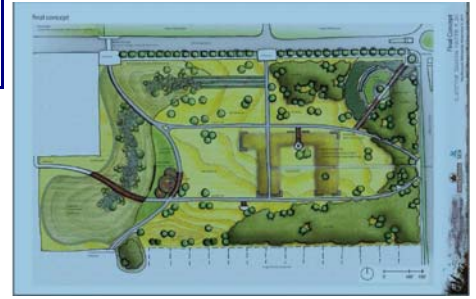
City of Maplewood, Minnesota

2017 *thru* 2021

Project # CD15.01
Project Name Gladstone Area Redevelopment

Type Improvement
Useful Life
Category Redevelopment

Department EEDD
Contact EEDD Director
Priority 3 Important



Description **Total Project Cost:** \$4,850,000

Specific properties in the Gladstone area will be identified and the City may facilitate the acquisition and redevelopment of the properties in accordance with the approved Gladstone Master Plan and the City's Comprehensive Plan.

Justification

The development of the Gladstone is underway. Phase 1 street, landscape and roadway improvements have been completed. Plans are underway for Phase 2 public improvements beginning in 2020. The Shores senior housing project on Phalen Place was constructed in 2012 and 50 future units are to be completed by 2017. In addition, redevelopment occurred in 2015 on the Maplewood Bowl site, resulting in 120 affordable and market rate senior housing.

The final phase will include funding for the acquisition of property for redevelopment. Specific properties will be identified and the City may act as developer or in agreement with a private developer to acquire and demolish existing buildings and property for development in accordance with the approved Gladstone Master Plan and the City's Comprehensive Plan.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
100,000	Land Acquisition		2,000,000	2,750,000			4,750,000
Total	Total		2,000,000	2,750,000			4,750,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
100,000	Bonds Tax Increment		2,000,000	2,750,000			4,750,000
Total	Total		2,000,000	2,750,000			4,750,000

Budget Impact/Other

There will be no direct impact on the operating budget. However, this program is designed to improve the tax base in the City, which could potentially lower property taxes.

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Fire Department



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD03-020
Project Name Replacement of Fire Truck

Type Equipment
Useful Life 10 years
Category Equipment
Department Fire Department
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$630,000

1500GPM Fire Truck

Justification

This truck will replace a 1997 fire truck which has significant rust issues as well as ongoing maintenance costs. The goal of our replacement program for fire trucks is to have all first line pumpers replaced every 20 years. Due to the downsizing from two fire trucks to one fire truck per station starting in 2017, this truck will need to be replaced one year earlier and will be build to accommodate rescue equipment and other specialty equipment that is currently being used on that vehicle. The new engine will have the additional space as well as have the capabilities of doing the function of both rescue and fire suppression.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	630,000					630,000
Total	630,000					630,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fire Equipment Fund	630,000					630,000
Total	630,000					630,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD10.011
Project Name Rehabilitation of Fire Station

Type Improvement
Useful Life 20 years
Category Buildings
Department Fire Department
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$2,300,000

Remodel Hazelwood Fire Station #3

Justification

In 2011, the city council received information on new staffing scenarios for the fire department and at the same time approved the fire department going from five fire stations to three. In order to better serve our community, one new station needed to be built in the middle of the city's leg. The plan is for the other two to be remodeled at their current locations.

In 2018, our goal is to start remodeling the station that is located at the intersection of Hazelwood and County Road C. This station will become our North District Station Number Three. Currently, the facility is only capable of having two firefighters staffed around the clock. Our goal, over the next one to six years, is to have all of our stations staffed with six firefighters around the clock. The current station was built over 40 years ago with the energy efficiencies that were available at that time. With the remodeling of this station, today's energy efficiencies will be built in with additional storage and sleeping quarters that will meet our needs into the foreseeable future. Our goal is to start construction in the spring of 2018 and be operational by November 2018. The necessary changes to this station will allow the Maplewood Fire Department to continue to provide outstanding service to its residents and those that visit and work in our fine city. Any delay in remodeling this station has a high potential for a decrease in our service level as we continue to have substantial increases in our calls for emergency services.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		2,300,000				2,300,000
Total		2,300,000				2,300,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO CIP		300,000				300,000
Proceeds from Sale Property		2,000,000				2,000,000
Total		2,300,000				2,300,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs and increased energy efficiencies.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD10.012
Project Name Rehabilitation of Fire Station

Type Improvement
Useful Life 20 years
Category Buildings
Department Fire Department
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$2,000,000

Rehab Gladstone Fire Station #2

Justification

In 2011, the city council received information on new staffing scenarios for the fire department and at the same time approved the fire department going from five fire stations to three. In order to better serve our community, one new station needed to be built in the middle of the city's leg. The plan is for the other two to be remodeled at their current locations.

In 2017, our goal is to start remodeling the station that is located at 1955 Clarence Street. This station will become our Central District Station Number Two. Currently, the facility is only capable of having four firefighters staffed around the clock. Our goal, over the next one to six years, is to have all stations staffed with six firefighters around the clock. The current station was built in 2000 and had to be scaled back due to the high cost of construction at that time. Even though this station is only 14 years old, many changes have been made in energy efficiencies in this short period of time. With the remodeling of this station, today's energy efficiencies will be built-in along with additional storage, more office space and sleeping quarters that will meet our needs into the foreseeable future. Our goal is to start construction in the spring of 2017 and be in operation by November 2017. The necessary changes to this station will allow the Maplewood Fire Department to continue to provide outstanding service to its residents and those that visit and work in our fine city. Any delay in remodeling this station has a high potential for a decrease in our service level as we continue to have substantial increases in our calls for emergency services.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		2,000,000				2,000,000
Total		2,000,000				2,000,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO CIP		600,000				600,000
Proceeds from Sale Property		1,400,000				1,400,000
Total		2,000,000				2,000,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs and increased energy efficiencies.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD15.010
Project Name Replacement of Police & Fire 800 MHZ Radios

Type Equipment
Useful Life 10 years
Category Equipment
Department Fire Department
Contact
Priority 1 Critical



Description **Total Project Cost:** \$419,000

800 MHz Mobile and Portable Radios

Justification

In 2007, all public safety agencies within Ramsey County moved from the old UHF VHF radio system to the new 800 MHz system. This new system provided interoperability between all public safety disciplines and improved total state communications. Moving to the new system required a total replacement of all existing radio devices within Ramsey County. Through a grant process at the time, Ramsey County was able to replace all existing radios within Ramsey County used by public safety disciplines. There was no cost to the city of Maplewood for this replacement. Starting in 2015, those radios purchased back in 2007 will no longer be supported by manufacturer which in turn will require us to purchase newer models. Currently within the city of Maplewood's public safety, we have 265 radios. We are looking at reducing that number, but with an average cost of \$3,500 per radio, this item still requires a lot of funding. Starting in 2016, we would like to start replacing about 10 of these a year as needed. The technology has not changed, we just won't be able to get the current radios repaired as they begin to break down. We will continue to look for grant opportunities as they become available as well as work with our neighboring departments to ensure the best possible pricing.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
35,000	Equip/Vehicles/Furnishings	76,800	76,800	76,800	76,800	76,800	384,000
Total	Total	76,800	76,800	76,800	76,800	76,800	384,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
35,000	CIP Fund	76,800	76,800	76,800	76,800	76,800	384,000
Total	Total	76,800	76,800	76,800	76,800	76,800	384,000

Budget Impact/Other

There will be no additional operating costs after the initial purchase. A maintenance plan is in place.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD16.010
Project Name Replacement of Rehab/Air Truck

Type Equipment
Useful Life 15 years
Category Equipment
Department Fire Department
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$306,000

Rehab/Air Truck

Justification

This new rehab/air truck will replace the existing truck that was purchased in 1992 and will be 26 years old at the time of its replacement. This truck plays a major role within the Maplewood Fire Department. Its main function is to provide an area in which our firefighters can get out of the winter and summer elements when fighting a fire or performing other dangerous tasks. NFPA recommends that each firefighter must take a break after using an air pack for more than 45 minutes to either get warmed up or cooled off depending on the outside conditions. Blood pressures and carbon dioxide readings must be taken as well as providing fluids to keep the firefighters hydrated. Another major role that this truck performs is providing an air supply to refill air tanks at fires. Currently, we can fill over 60 bottles of air at a fire. Our goal for the new truck would be to have a constant air supply available. This truck also provides us with additional space to carry other supplies and equipment as it relates to both rehab and air supply functions and is also used in partnership with the Oakdale Fire Department. In turn, the Oakdale Fire Department provides a command vehicle to the Maplewood Fire Department. These two shared pieces of equipment not only provide a cost savings to both communities, they enhance our sharing of services.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			306,000			306,000
Total			306,000			306,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fire Equipment Fund			306,000			306,000
Total			306,000			306,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # FD17.020
Project Name Replacement of Fire Truck

Type Equipment
Useful Life 20 years
Category Equipment
Department Fire Department
Contact Fire Chief
Priority 2 Very Important



Description **Total Project Cost:** \$610,000

1500 GPM Fire Truck

Justification

This truck will replace a 2000 fire truck which has significant rust issues as well as ongoing maintenance costs. The goal of our replacement program for fire trucks is to have all fire line pumpers replaced every 20 years. The new engine will have the additional space as well as have the capabilities of doing the function of both rescue and fire suppression. It will also be foam capable. At the time of replacement, this truck will be 21 years old.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					610,000	610,000
Total					610,000	610,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fire Equipment Fund					610,000	610,000
Total					610,000	610,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Information Technology



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # IT12.010
Project Name Election Equipment

Type Equipment
Useful Life 15 years
Category Equipment: Computers

Department IT
Contact IT Director
Priority 1 Critical



Description **Total Project Cost:** \$135,000

Purchase of New Election Equipment

Justification

Existing equipment will be replaced to upgrade computer capabilities and to meet state statute requirements.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
90,000	Equip/Vehicles/Furnishings	45,000					45,000
Total	Total	45,000					45,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
90,000	CIP Fund	45,000					45,000
Total	Total	45,000					45,000

Budget Impact/Other

There will be little to no impact on the operating budget. A maintenance agreement will be purchased very similar to the existing maintenance agreement on the current equipment.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # IT15.020
Project Name Eden System replacement

Type Equipment
Useful Life 20 years
Category Equipment: Computers

Department IT
Contact IT Director
Priority 2 Very Important



Description **Total Project Cost:** \$165,000

Replacement of portions of Eden Systems software

Justification

Currently we are using the application Eden Systems by Tyler Technologies to manage a variety of items within various City departments. While Eden Systems is not going away any time soon, they are not actively improving the application either. In some departments we have a need to become more mobile while also bringing resources closer to our applications/customers. This item would be to replace some modules of Eden Systems with a new application that would provide us those capabilities. In 2017 we will look at more mobile based modules for employees in the field. 2019 would be upgrading any modules left with Eden Systems.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	65,000		100,000			165,000
Total	65,000		100,000			165,000

Funding Sources	2017	2018	2019	2020	2021	Total
IT Fund	65,000		100,000			165,000
Total	65,000		100,000			165,000

Budget Impact/Other

The annual maintenance agreement may increase, depending on options chosen. Impact on the operating budget will most likely be less than \$5,000 annually.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # IT15.030
Project Name Laserfiche Update

Type Equipment
Useful Life 10 years
Category Equipment: Computers

Department IT
Contact IT Director
Priority 1 Critical



Description **Total Project Cost:** \$65,000

Upgrade of Laserfiche software & infrastructure

Justification

The latest version of Laserfiche has been rolled out and is utilizing a different license structure. The new structure requires that we purchase an individual license for each person that will be uploading items into Laserfiche but will also allow those users additional access to modules and features that we currently do not have. These additional features will allow us to create workflow processes to automate much of our routine work. With this upgrade and with the recent interest in scanning documents, this proposal also includes funds for additional storage to support the growing requirements.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
40,000	Equip/Vehicles/Furnishings	25,000					25,000
Total	Total	25,000					25,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
40,000	IT Fund	25,000					25,000
Total	Total	25,000					25,000

Budget Impact/Other

There will be an increase in licensing costs of approximately \$3,000 annually.

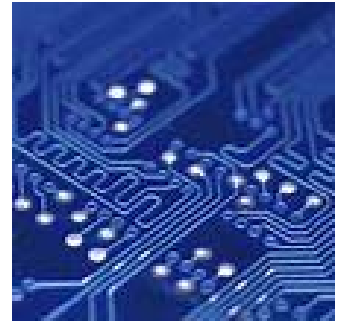
Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # IT16.010
Project Name Server Storage

Type Equipment
Useful Life 10 years
Category Equipment: Computers
Department IT
Contact IT Director
Priority 2 Very Important



Description **Total Project Cost:** \$60,000

Additional SAN nodes for servers

Justification

Our storage area network (SAN) provides dist space to all of our servers. This item is being included to replace older nodes within that SAN and to add additional storage in the future if need be. By 2020 we will be ready to retire some of the current SAN nodes in use. Also, with the large volume of video that we are beginning to see recorded we will need additional storage in the future. This item will provide a solution to both of those challenges.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				60,000		60,000
Total				60,000		60,000

Funding Sources	2017	2018	2019	2020	2021	Total
IT Fund				60,000		60,000
Total				60,000		60,000

Budget Impact/Other

There will be no additional annual ooperating costs beyond the initial purchase.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # IT17.010
Project Name Council Chambers Remodel

Type Improvement
Useful Life 15 years
Category Buildings
Department IT
Contact IT Director
Priority 3 Important



Description **Total Project Cost:** \$250,000

Update and improve the City's primary setting for public meetings

Justification

The Council Chambers has had minimal changes and improvements since it was built in the 1990's and its style and usability reflect this. This project would include hiring an architect to design a new Council Chambers within the existing footprint. The design would focus on improving the flexibility and usability of the space. Currently the soffits on both sides along with the vaulted ceiling make it challenging to accommodate today's technology and the redesign would certainly address those items. This space is where the public come to view and partake in their City government and this project would aim to make that experience as enjoyable and rewarding as possible while still being mindful of our use of tax dollars.

Expenditures	2017	2018	2019	2020	2021	Total
Planning/Design			50,000	200,000		250,000
Total			50,000	200,000		250,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO CIP			50,000	200,000		250,000
Total			50,000	200,000		250,000

Budget Impact/Other

No additional operating costs will be incurred as a result of this update.

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Parks and Recreation



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM07.010
Project Name Park Upgrades to Existing Parks

Type Improvement
Useful Life 20 years
Category Park Improvements
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$700,000

Community Field Upgrades, Equipment, Fences, Courts

Justification

General upgrades of various parks. This proposal will provide the City with resources to continue updating and/or replacing basketball and tennins courts, fields, fences and playgrounds. Additional upgrades to parks as determined by the Parks and Recreation Commission are also included in this fund.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
200,000	Construction/Maintenance	100,000	100,000	100,000	100,000	100,000	500,000
Total	Total	100,000	100,000	100,000	100,000	100,000	500,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
200,000	Bonds Tax Abatement	100,000	100,000	100,000	100,000	100,000	500,000
Total	Total	100,000	100,000	100,000	100,000	100,000	500,000

Budget Impact/Other

The upgrades should not impact the operating budget, except for a sustained decrease in maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM08.050
Project Name Gladstone Savanna Improvements

Type Improvement
Useful Life 20 years
Category Park Improvements
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$420,000

Restore Native Plant Communities and Install Trails and Interpretive Signage

Justification

Gladstone Savanna is a 23-acre Neighborhood Preserve that formerly housed railroad maintenance facilities. Located in a neighborhood undergoing redevelopment, the improvements at the preserve will be a focal point of the neighborhood and will celebrate Maplewood's cultural and natural heritage.

Phase I improvements were completed in 2012 and Phase II was substantially completed in 2015. Improvements included soil remediation, brush removal, trails, storm basins, entry landscaping, corner gathering area, and site restoration with native prairie grasses and wildflowers.

Future improvements include: play area, rail to trail feature, sitting area near well, additional tree planing and restoration, and interpretive features (historical and natural resources).

Prior	Expenditures	2017	2018	2019	2020	2021	Total
360,000	Construction/Maintenance	60,000					60,000
Total	Total	60,000					60,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
360,000	Environmental Utility Fund	10,000					10,000
	State Grants	45,000					45,000
	Tree Preservation Fund	5,000					5,000
Total	Total	60,000					60,000

Budget Impact/Other

The trails and signs will require maintenance; however, the impact will be minimal since this is a natural setting.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM08.060
Project Name Open Space Improvements

Type Improvement
Useful Life 20 years
Category Park Improvements

Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$675,000

Provide funding for open space improvements

Justification

Maplewood's Neighborhood Preserve system includes 15 preserves. Seven of the sites have maintained trails and nine sites have received major restoration or active management. Improvements focus on trails, restoration, and creating demonstration areas that showcase Maplewood native plant communities. 2016 projects include restoration projects at Prairie Farm Preserve (pollinator habitat), trail improvements at Priory Preserve (entry, boardwalk, and sitting area), and buffer improvements at Jim's Prairie. Future improvements include trails at Spoon Lake Preserve and Joy Park Preserve, and developing restoration demonstration area at five sites.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
225,000	Construction/Maintenance	150,000		150,000		150,000	450,000
Total	Total	150,000		150,000		150,000	450,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
225,000	Park Improvement Fund	150,000		150,000		150,000	450,000
Total	Total	150,000		150,000		150,000	450,000

Budget Impact/Other

The improvements will require maintenance. Staff time will be allocated to future budgets once the improvements are completed.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM11.020
Project Name Veteran's Memorial Park

Type Improvement
Useful Life 20 years
Category Park Improvements

Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$400,000

Veteran's Memorial Park Improvements

Justification

One of the major recommendations in the Parks System Plan is to fill the need for a destination park, reinvestment in four centrally-located parks connection them with trails is recommended. One of these signature Parks is Veteran's Memorial Park. Veterna's Memorial Park is envisioned as a major destination for community gathering in Maplewood. Key Features Include:

- Amphitheatre that can accommodate up to 500 people
- Veteran's Memorial
- Playground featuring universally accessible paly equipment
- 234 total parking stalls
- Natural resources restoration
- Ball field upgrades
- Picnic shelters
- Restrooms

Prior	Expenditures	2017	2018	2019	2020	2021	Total
150,000	Construction/Maintenance					250,000	250,000
Total	Total					250,000	250,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
150,000	Park Improvement Fund					250,000	250,000
Total	Total					250,000	250,000

Budget Impact/Other

Equipment and facilities will require maintenance and periodic upgrades. These costs will be identified and built into the operating budget upon completion.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM14.020
Project Name Harvest Park

Type Improvement
Useful Life 20 years
Category Park Improvements

Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$50,000

Harvest Park Master Plan

Justification

Harvest Park is a 25 acre park located at 2561 Barclay. The park is reaching its effective life cycle, and many of the amenities are in poor condition. Staff will work with residents to develop a master plan for this park in 2018 and begin implementation of that plan in 2021. The plan will likely include a re-configuration of the ball fields, a picnic shelter, new playground, new internal trails, and additional amenities.

Expenditures	2017	2018	2019	2020	2021	Total
Planning/Design		50,000				50,000
Total		50,000				50,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Improvement Fund		50,000				50,000
Total		50,000				50,000

Budget Impact/Other

Equipment and facilities will require maintenance and periodic upgrades. These costs will be identified and built into the operating budget upon completion.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM15.020
Project Name EAB Ash Removal and Planting

Type Maintenance
Useful Life 15 years
Category Park Improvements
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$550,000

Remove and Replace Ash Trees to Control the Spread of EAB

Justification

Emerald Ash Borer (EAB) causes widespread decline and death of ash trees and has decimated ash populations in some states. As of April 2015 the closest infestations to Maplewood were at Pig's Eye and at Metro State University. The 2011 inventory of park and boulevard trees (does not include natural areas) found 2,037 ash trees (21% of the 9,563 trees). To remove and replant these ash at \$700-\$900 each would require \$1,425,900-\$1,833,300.

In June 2011, Maplewood City Council approved a plan for managing EAB in Maplewood. The plan includes strategic removal of ash trees, starting with removal of those in poor health prior to EAB being found in Maplewood. The inventory identified 250 poor quality ash. Funding is needed to remove and replace 125 poor quality ash trees each year over the next two years. We assume EAB will be in Maplewood prior to 2017 and significant funding will be needed to keep up with the removals once it arrives. The EAB population typically builds slowly for three to five years and then sees very rapid growth.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
100,000	Construction/Maintenance		150,000	150,000	150,000		450,000
Total	Total		150,000	150,000	150,000		450,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
100,000	CIP Fund		150,000	150,000	150,000		450,000
Total	Total		150,000	150,000	150,000		450,000

Budget Impact/Other

There will be no additional impact to the operating budget once this project is completed. Tree maintenance is already incorporated into the annual operating budget.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM15.430
Project Name Wakefield Park

Type Improvement
Useful Life 20 years
Category Park Improvements

Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description

Total Project Cost: \$50,000

Plan and Redevelop Wakefield Park

Justification

Wakefield is a 41 acre park located at 1590 Frost Avenue. Over the past 10 years the use of the park has changed. Until recently it was an important part of our adult softball program. However, with the addition of lights on field #1 at Goodrich, that is no longer the case. The project proposes to redevelop Wakefield Park, including the removal of ball fields, and create a diverse park for a multitude of uses. The plan would incorporate public art, cultural elements and play features. Wakefield has also been identified as one of the signature parks in our Parks System Plan. The City will be working closely with the Watershed District on this redevelopment to improve water quality in the area. The Wakefield Park concept includes a mix of active and passive programming, providing areas for picnicing and gathering, while preserving much of the park for passive recreation and exploration. Key features include:

Signature splash pad

Winter recreation destination includes ice skating, hockey, snowshoeing and sledding

Rentable, multi-purpose building featuring flexible classroom space, kitchen facilities, warming house, restrooms, and changing rooms

THIS PROJECT WILL BEGIN SOONER IF GRANT MONEY BECOMES AVAILABLE

Expenditures	2017	2018	2019	2020	2021	Total
Planning/Design	50,000					50,000
Total	50,000					50,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Improvement Fund	25,000					25,000
Watershed District	25,000					25,000
Total	50,000					50,000

Budget Impact/Other

Equipment and facilities will require maintenance and periodic upgrades. These costs will be identified and built into the operating budget upon completion.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM16.001
Project Name Park Maintenance and Re-Investment

Type Improvement
Useful Life 15 years
Category Park Improvements
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$3,000,000

Parks System Master Plan Implementation

Justification

At the time the Parks System Plan was adopted specific prioritization was given to improvements in the parks system. With more projects than funding available, prioritization was necessary to guide where funds would be allocated. As part of this prioritization process, it was identified that the Maintenance and Reinvestment portion of the plan would be the highest priority and essential to the future health of the parks system. The Maintenance and Reinvestment recommendation identifies \$7,000,000 of improvements to our existing system. This accomplishes the highest priority we heard from our residents of "Take Care of What We Have". A first round of \$2,000,000 will begin in 2016/2017, the projects included in this round are:

2016

Goodrich Playground Replacement

2017

Wakefield Building Replacement, Meeting Rooms and Parking

2018

Sherwood Park Replacement

Hazelwood Building Replacement

Hazelwood Playground Replacement

Hazelwood Field Improvements

For all of these projects staff will lead the community through a thorough public process. Future projects will be decided at a later date.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	1,000,000		1,000,000		1,000,000	3,000,000
Total	1,000,000		1,000,000		1,000,000	3,000,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds Tax Abatement	1,000,000		1,000,000		1,000,000	3,000,000
Total	1,000,000		1,000,000		1,000,000	3,000,000

Budget Impact/Other

Equipment and facilities will require maintenance and periodic upgrades. These costs will be identified and built into the operating budget upon completion.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM16.003
Project Name Maplewood Nature Center Master Plan

Type Improvement
Useful Life 15 years
Category Park Improvements
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$75,000

Creation of the Maplewood Nature Center Master Plan

Justification

The Park System Master Plan identifies the need for a Master Plan to be completed for the Maplewood Nature Center. The first step in development of the Master Plan is to conduct a feasibility study to 1) evaluate short-term and long-term environmental and nature programming needs, 2) determine whether the existing Visitor Center and site meet those needs, 3) recommend a course of action (renovation, new center, or new site). The Master Plan would then develop concepts of the Visitor Center and site improvements, developments or redevelopment.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		75,000				75,000
Total		75,000				75,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Improvement Fund		75,000				75,000
Total		75,000				75,000

Budget Impact/Other

Equipment and facilities will require maintenance and periodic upgrades. These costs will be identified and built into the operating budget upon completion.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM16.004
Project Name Maplewood Nature Center Land Acquisition

Type Improvement
Useful Life 20 years
Category Park Improvements
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$260,000

Purchase Additional Properties Adjacent to the Nature Center

Justification

Maplewood Nature Center was built in 1978, and added onto in 1994. Indoor exhibits were redone in 2005 and stormwater improvements and landscape demonstrations were done in 2008. Over half of the 40-acre site is wetland. The visitor center and yard take up just over one acre of land and include the main building, shed, parking lot, demonstration garden, and picnic and nature play areas. This is a small footprint for the amount and the type of use the center receives. Due to the wetland and property boundaries, we cannot expand on the existing site. The project would acquire an adjacent lot to the east, and a lot to the northeast. These acquisitions would allow for significant enhancements of the picnic and play area, the addition of a garage/storage area, and the opportunity to make a bike trail connection between Brand and East 7th Street.

Expenditures	2017	2018	2019	2020	2021	Total
Land Acquisition		160,000				160,000
Construction/Maintenance			100,000			100,000
Total		160,000	100,000			260,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Improvement Fund		160,000	100,000			260,000
Total		160,000	100,000			260,000

Budget Impact/Other

There will be minimal additional impact on the operating budget; however, costs for trail maintenance and land upkeep will be identified and incorporated into the annual budget.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM16.005
Project Name Fish Creek Open Space

Type Improvement
Useful Life 15 years
Category Park Improvements

Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$833,000

Fish Creek Open Space

Justification

Maplewood acquired the 70-acre Fish Creek site in 2013. Ramsey County owns the adjacent land and the City and County work closely together on management of their sites. Partner Great River Greening (GRG) conducted woodland and prairie restoration at the site in 2012-2015. In 2015, an archeological investigation was conducted on the site and in January 2015 Council approved an updated Master Plan. Phase I Improvements at the site are scheduled for 2016 and will include installation of trails. A parking lot, kiosk, and sitting areas are scheduled for 2017. Interpretation of site history and natural resources is scheduled for 2018. Future phases will include the installation of the rustic trail along Fish Creek, a programming shelter, and amenities in the parcel near Carver Road.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
383,000	Construction/Maintenance	300,000	150,000				450,000
Total	Total	300,000	150,000				450,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
383,000	Park Improvement Fund	150,000	25,000				175,000
	Ramsey County	150,000	100,000				250,000
	State Grants		25,000				25,000
Total	Total	300,000	150,000				450,000

Budget Impact/Other

Additional operating costs will be incurred, including maintenance and upkeep of facilities and improvements. These costs will be identified and incorporated into the annual budget after completion.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PM17.02
Project Name MCC Building Improvements

Type Improvement
Useful Life 20 years
Category Buildings
Department Parks and Recreation
Contact Park Director
Priority 3 Important



Description **Total Project Cost:** \$1,500,000

MCC Building Improvements

Justification

The following improvements are listed as critical or potentially critical in the Maplwood Community Center Asset Management Plan, future year projects will be based on asset management rankings:

2017

- Replacement of first floor (admissions area) carpeting and tile areas
- Replacement of three doors (non-complaint from admissions/concession to gym
- Relacement of toilet partitions in second floor bathrooms at MCC
- Annual roofing repairs
- Replacement of all banquet dividers with new wallpaper
- Replacement of exterior door assembly (3x7 original storefront)
- Repair of exterior stairs to the north entrance
- Replacement of ceramic tiles including wainscot and bullnose trim in 2nd floor bathroom
- Replacement of exterior doors assembly (6x7 original storefront)
- Upgrade kitchen equipment
- Upgrade fire panel and replace smoke detectors in gym and theatre

2018

- Redesign of south entrance including signage, lighting, and bollards

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	500,000	500,000	500,000			1,500,000
Total	500,000	500,000	500,000			1,500,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds Tax Abatement	500,000	500,000	500,000			1,500,000
Total	500,000	500,000	500,000			1,500,000

Budget Impact/Other

There will be no additional budget impacat. The City has entered into a contract with the YMCA for operations of the facility. The YCMA and City will share in capital improvements, but the City will not be involved in operations.

Police Department



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PD14.040
Project Name Police Department Body/Squad Video/EW Systems

Type Equipment
Useful Life 15 years
Category Equipment
Department Police Department
Contact Police Captain
Priority 2 Very Important



Description **Total Project Cost:** \$626,855

Body/In-Squad/Interview Room Cameras - Electronic Weapon System

Justification

The in-squad and interview room camera system was installed in 2009. In early 2016, due to equipment failure, in-squad camera systems were removed from all the department's marked squad cars. The three existing interview room cameras, which were supported by the in-squad camera system storage server remain operational, although the server is beyond end of life. For purposes of evidence collection, liability reduction, and aiding public trust, these systems are of critical importance. This proposal puts all the department's camera systems (body worn, in-squad, and interview rooms) on a single platform with cloud-based data storage. In addition, the request includes replacement of (60) Taser electronic incapacitation devices. This request includes all associated hardware, back-end operating system, and cloud-based data storage that is linked/associated with the department's records management system.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
25,175	Equip/Vehicles/Furnishings	178,000	105,920	105,920	105,920	105,920	601,680
Total	Total	178,000	105,920	105,920	105,920	105,920	601,680

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
25,175	Police Equipment Fund	178,000	105,920	105,920	105,920	105,920	601,680
Total	Total	178,000	105,920	105,920	105,920	105,920	601,680

Budget Impact/Other

Operating costs for storage and maintenance of the data are approximately \$105,000 and are incorporated into the five-year CIP.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PD15.010
Project Name Squad Replacement

Type Equipment
Useful Life 10 years
Category Vehicles

Department Police Department
Contact Police Captain
Priority 1 Critical



Description

Total Project Cost: \$1,223,390

Marked patrol squad replacement

Justification

In recognition that effective policing efforts require high visibility and high mobility, the department needs to maintain and invest in fleet operations. As vehicles become more efficient and as we collect and evaluate data about the best fleet resources for specific types of police work, maintaining a current and operational fleet is critical. The current replacement plan is 5 marked squads annually at a fully burdened cost of \$36,600 each.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
370,850	Equip/Vehicles/Furnishings	152,320	155,360	158,480	203,380	183,000	852,540
Total	Total	152,320	155,360	158,480	203,380	183,000	852,540

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
370,850	Police Equipment Fund	114,240	116,520	118,860	121,230	183,000	653,850
Total	Police Services Fund	38,080	38,840	39,620	82,150		198,690
	Total	152,320	155,360	158,480	203,380	183,000	852,540

Budget Impact/Other

Adhering to the appropriate replacement schedule has a positive impact on the operating budget by minimizing maintenance costs and down time.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PD15.020
Project Name Records Management System

Type Equipment
Useful Life 15 years
Category Equipment
Department Police Department
Contact Police Captain
Priority 2 Very Important



Description **Total Project Cost:** \$386,620

Records Management System

Justification

In 2015, the police department purchased a new records management system (RMS) in collaboration with the Ramsey County Sheriff's Office and several other law enforcement agencies. The new system is integrated with the Ramsey County Emergency Communications Center CAD and mobile computing systems. The 2017 through 2021 amounts reflects the development of a replacement fund for RMS, which may ultimately come under a JPA, similar to the Ramsey County ECC.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
236,620	Equip/Vehicles/Furnishings	30,000	30,000	30,000	30,000	30,000	150,000
Total	Total	30,000	30,000	30,000	30,000	30,000	150,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
236,620	Police Equipment Fund	30,000	30,000	30,000	30,000	30,000	150,000
Total	Total	30,000	30,000	30,000	30,000	30,000	150,000

Budget Impact/Other

There will be no additional impact on the operating budget, other than the annual costs already identified in the CIP expenditures.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PD15.060
Project Name Regional Police Firearms Training Range

Type Equipment
Useful Life
Category Buildings

Department Police Department
Contact Police Captain
Priority 3 Important



Description **Total Project Cost:** \$475,000

Capital investment in shared Regional Police Firearms Training Range

Justification

This project represents allocation of funding for Maplewood to join a consortium of East Metro communities in the design, development, building, and operation of a Regional Police Firearms Training Range. At present Cottage Grove and Woodbury have secured funding for the purpose of planning a training site that would include a firearms range. There continues to be discussions and preliminary planning for a Regional Range that would be shared and governed by a number of East Metro law enforcement agencies. From a Maplewood perspective it is important that any new range be tied to closure of the South Maplewood outdoor range currently operated by the St. Paul Police Department on a long term lease basis. The Regional Range is now expected to cost \$5 to \$13 million dollars and would largely be funded by state issued bond funds.

Closure of the South Maplewood range provides opportunity for site clean-up. Once any environmental hazards are removed, the site is a prime location for residential redevelopment. Planning and capital investment in such a project provides a much needed resource for the police department and addresses on-going neighborhood and environmental concerns, while paving the way for taxable site development. The range budget continues to reflect what is expected to be Maplewood's investment for membership in a joint powers entity.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		175,000	100,000	100,000	100,000	475,000
Total		175,000	100,000	100,000	100,000	475,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO CIP		175,000	100,000	100,000	100,000	475,000
Total		175,000	100,000	100,000	100,000	475,000

Budget Impact/Other

Additional costs will be identified upon completion of the facility. Maintenance and upkeep will be shared with member cities. A formula has not yet been developed.

Public Works Department



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW03.21
Project Name Lift Station Upgrade Program

Type Maintenance
Useful Life 60 years
Category Utilities
Department Public Works
Contact Public Works Director
Priority 2 Very Important



Description **Total Project Cost:** \$100,000

The city has an annual program to refurbish lift stations. In 2017 lift station #20 at 2345 Keller Parkway N is scheduled for upgrades.

Justification

This program involves the refurbishing of lift stations. This expenditure is a preventive maintenance expenditure to help reduce backups and failures due to emergency situations. The program includes pump rebuilds, wet well inspections and general site improvements for the nine lift stations located throughout the City. The dollars allocated for the year 2017 will be for pump and electrical upgrades to lift station #20 at 2345 Keller Parkway N. The remaining funds will be for technological upgrades to the telemetry at various lift stations.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	20,000	20,000	20,000	20,000	20,000	100,000
Total	20,000	20,000	20,000	20,000	20,000	100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Sanitary Sewer Fund	20,000	20,000	20,000	20,000	20,000	100,000
Total	20,000	20,000	20,000	20,000	20,000	100,000

Budget Impact/Other

The upgrade program has a positive impact on the operating by reducing maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW06.01
Project Name Two 12,000 lb Capacity Trailers

Type Equipment
Useful Life 15 years
Category Equipment: PW Equip
Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$18,000

The two 1996 12,000 lb trailers, Units 721 and 722, are due to be replaced in 2017.

Justification

Replacement is scheduled for two 1996 12,000lb capacity trailers. These trailers are used by the park maintenance division to transport turf maintenance equipment throughout the park system. The trailers will need costly repairs to pass the annual D.O.T. inspection. The repairs needed will far exceed the value of the trailers.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	18,000					18,000
Total	18,000					18,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund	18,000					18,000
Total	18,000					18,000

Budget Impact/Other

No additional operating costs are involved.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW06.06
Project Name Three-Wheel Truckster

Type Equipment
Useful Life 15 years
Category Equipment: PW Equip
Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$15,000

The 1991 Truckster, Unit 655, is due for replacement for continued use in athletic field painting and maintenance in 2017.

Justification

Replacement is scheduled for the 1991 three-wheel truckster. This piece of equipment is used primarily for painting athletic fields throughout the park system. Due to its age (25 years old) and high engine hours the machine is unreliable. The new painter will be equipped with new technology to make the operation more efficient and cost effective.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	15,000					15,000
Total	15,000					15,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW07.03
Project Name 1-Ton Truck

Type Equipment
Useful Life 12 years
Category Vehicles

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$72,000

The 1-ton truck with plow attachment, Unit 646, is due for replacement in 2017.

Justification

This truck is equipped with a dump body, snow plow and sander. The unit is utilized year round in the park maintenance division. The old unit has high miles and is in need of costly repairs. The new truck will be equipped with the proper sander and de-icing equipment to meet the MPCA's standards for de-icing materials best practices.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	72,000					72,000
Total	72,000					72,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund	72,000					72,000
Total	72,000					72,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW12.04
Project Name One 1/2-Ton Pickup

Type Equipment
Useful Life 10 years
Category Vehicles

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$22,000

A Chevrolet 1997 1/2-ton pickup, Unit 508, is due for replacement in 2017.

Justification

This unit is used for the building maintenance staff. The truck has high mileage and is in need of a new transmission. It is no longer cost effective to operate this vehicle.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	22,000					22,000
Total	22,000					22,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund	22,000					22,000
Total	22,000					22,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW13.03
Project Name Single-Axle Plow Truck

Type Equipment
Useful Life 15 years
Category Vehicles

Department Public Works
Contact Public Works Director
Priority 2 Very Important



Description **Total Project Cost:** \$205,000

The 2000 single-axle plow truck, Unit 538 is due for replacement in 2018.

Justification

The 2000 model year plow truck is due for replacement. This unit is one of eight single-axle trucks in the fleet. This truck is an integral piece of equipment in the fleet for the street maintenance division. It is utilized year round. In summer, the truck is used for patching and paving streets. In winter, it is used every snow/ice event for treating and plowing city streets.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		205,000				205,000
Total		205,000				205,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund		205,000				205,000
Total		205,000				205,000

Budget Impact/Other

An annual savings is realized over the next five years totaling \$42,750.00 of which \$37,750.00 would have been required for maintenance and \$5,000.00 lost on trade-in value.

Budget Items	2017	2018	2019	2020	2021	Total
Maintenance	-6,550	-7,550	-8,550	-9,550	-10,550	-42,750
Total	-6,550	-7,550	-8,550	-9,550	-10,550	-42,750

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW13.04
Project Name Street Sweeper

Type Equipment
Useful Life 7 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$190,000

The 2007 street sweeper, Unit 714, is due for replacement in 2017.

Justification

The 2007 street sweeper is scheduled for replacement because of its age and condition. Street sweepers are high wear machines and are scheduled for replacement on a seven to ten year basis. Owning and operating these pieces of equipment beyond this life span is not cost effective as the maintenance and repair costs increase dramatically and the trade-in value decreases.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	190,000					190,000
Total	190,000					190,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund	190,000					190,000
Total	190,000					190,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW14.01
Project Name Pond Clean Out/Dredging Projects

Type Maintenance
Useful Life 50 years
Category Utilities
Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$200,000

Stormwater ponds, also known as wet ponds, "NURP" ponds, or retention basins, are a necessary component for land development in order to manage stormwater runoff. These basins within the city of Maplewood were typically built to control runoff rates to minimize downstream flooding and erosion. These ponds are now also viewed as a mechanism to capture and settle pollutants. Maintaining the city's stormwater ponds requires the removal of sediment by conducting dredging projects.

Justification

Due to the buildup of sediment, maintenance is required to ensure these basins are providing the designed rate control and maintain their ability to improve quality of stormwater runoff. As part of the pond maintenance program, the city has established a goal of completing at least one pond assessment every two years based on available funding and staff resources. Additionally, the city will look to capitalize on partnerships with the local watershed districts and neighboring cities that are doing similar projects. The city is required to have a pond maintenance program as part of its NPDES MS4 general permit. This program would also coordinate with our flood mitigation projects and may be used for finalizing out identified projects as a result of the July 2011 flood event if they are of a higher priority than a pond cleanout.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		100,000		100,000		200,000
Total		100,000		100,000		200,000

Funding Sources	2017	2018	2019	2020	2021	Total
Environmental Utility Fund		100,000		100,000		200,000
Total		100,000		100,000		200,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW15.01
Project Name Single-Axle Plow Truck

Type Equipment
Useful Life 15 years
Category Vehicles

Department Public Works
Contact Public Works Director
Priority 2 Very Important



Description **Total Project Cost:** \$205,000

The 2003 single-axle plow truck, Unit 537, is due for replacement in 2019.

Justification

The 2003 model year single-axle truck is due for replacement. This unit is one of eight single-axle trucks in the fleet. This truck is an integral piece of equipment in the fleet for the street maintenance division. It is utilized year round. In summer, the truck is used for patching and paving streets. In winter, it is used every snow/ice event for treating and plowing city streets.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			205,000			205,000
Total			205,000			205,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund			205,000			205,000
Total			205,000			205,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW15.02
Project Name Water Tanker

Type Equipment
Useful Life 20 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 2 Very Important



Description **Total Project Cost:** \$110,000

The 1996 water tanker, Unit 543, is due for replacement in 2020.

Justification

The 1996 water tanker is in need of replacement due to age, high engine hours and heavy structural wear to the tanker's frame/body. Operating this unit is no longer cost effective. This tanker is utilized year round by all three divisions in Public Works. The street department uses the tanker to wash medians, the utility department uses it to flush sanitary sewer mains and the parks department uses it to flood ice rinks.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				110,000		110,000
Total				110,000		110,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund				110,000		110,000
Total				110,000		110,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW15.03
Project Name One 1/2-Ton Truck

Type Equipment
Useful Life 10 years
Category Vehicles

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$22,000

The 1999 1/2-ton truck, Unit 645, is due for replacement in 2018.

Justification

One 1999 1/2-ton truck is scheduled for replacement. This unit is used for miscellaneous jobs in the park maintenance division. The truck has high mileage and due to its age is in need of costly engine work that exceeds that value of the truck.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		22,000				22,000
Total		22,000				22,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund		22,000				22,000
Total		22,000				22,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW15.05
Project Name Wood Chipper

Type Equipment
Useful Life 20 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$55,000

The 1997 wood chipper, Unit 705, is due for replacement in 2018.

Justification

Replacement is scheduled for the 1997 wood chipper. This piece of equipment is utilized by all divisions in Public Works. Because of its age and high engine hours the machine is unreliable and needs costly maintenance and repair. The new chipper will be equipped with new safety features and a Tier 4 compliance engine, making it better for the environment.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		55,000				55,000
Total		55,000				55,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund		55,000				55,000
Total		55,000				55,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.01
Project Name 1/2-Ton Pickup Trucks

Type Equipment
Useful Life 10 years
Category Vehicles
Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$52,000

Two 2002 1/2-ton pickup trucks, Units 513 and 514, are due to be replaced in 2017.

Justification

Two 2002 1/2-ton pickup trucks are due for replacement. These units are arrow board trucks and are utilized by the Public Works and Police departments for traffic control. Both trucks have high mileage and are in need of costly repairs that exceed the value of the trucks.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	52,000					52,000
Total	52,000					52,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund	52,000					52,000
Total	52,000					52,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.02
Project Name Street Sweeper

Type Equipment
Useful Life 7 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$200,000

The 2010 Elgin street sweeper, Unit 703, is due for replacement in 2020.

Justification

The 2010 street sweeper is scheduled for replacement because of its age and condition. Street sweepers are high wear machines and are scheduled for replacement on a seven to ten year basis. Owning and operating these pieces of equipment beyond this life span is not cost effective as the maintenance and repair costs increase dramatically and the trade-in value decreases.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				200,000		200,000
Total				200,000		200,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund				200,000		200,000
Total				200,000		200,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.03
Project Name ToolCat Work Machine

Type Equipment
Useful Life 5 years
Category Equipment: PW Equip
Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$45,000

The 2011 ToolCat 5610-F, Unit 732, is due for replacement in 2019.

Justification

Currently, the city operates two ToolCat Work Machines. Both ToolCats are utilized year round in all three divisions of Public Works and are the primary pieces of equipment for sidewalk snow removal. The 2011 ToolCat is in need of replacement due to high engine hours and use. The machine is continuously in need of repair which makes it unreliable and no longer cost effective to operate.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			45,000			45,000
Total			45,000			45,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund			45,000			45,000
Total			45,000			45,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.04
Project Name Asphalt Hot Box

Type Equipment
Useful Life 20 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$30,000

The 2006 Hot Box for asphalt, Unit 729, is due for replacement in 2018.

Justification

The 2006 Hot Box is in need of replacement. This equipment is used to patch potholes throughout the city. It is an asset to the street department because it can keep hot mix warm in cooler temperatures. This allows for early spring patching when potholes are at the peak. This is a heavy use piece of equipment and should be replaced every 10 years.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		30,000				30,000
Total		30,000				30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.05
Project Name Three Tilt-Deck Trailers

Type Equipment
Useful Life 15 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$30,000

Three 2001 tilt-deck trailers, Units 718, 719 and 720, are due for replacement 2019.

Justification

Three 2001 trailers are in need of replacement. These trailers are utilized by all maintenance divisions in Public Works. Due to structural defects caused by years of use, the trailers will no longer pass the annual D.O.T. inspections and are unsafe for use.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			30,000			30,000
Total			30,000			30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund			30,000			30,000
Total			30,000			30,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.01
Project Name Tractor/Utility Machine

Type Equipment
Useful Life 15 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$75,000

The 1987 maintenance tractor, Unit 712, is due for replacement in 2019.

Justification

The 1987 maintenance tractor is in need of replacement due to its age and needed engine repairs that exceed the value of the tractor. This unit will be replaced with a multi-purpose machine that can be utilized by all division in Public Works to perform functions such as snow removal on trails, sidewalks, parking lots and summer maintenance including trail mowing, boulevard mowing and miscellaneous construction work throughout the city.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			75,000			75,000
Total			75,000			75,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund			75,000			75,000
Total			75,000			75,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.02
Project Name 16' Park Mower

Type Equipment
Useful Life 7 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$90,000

The 2007 Jacobsen mower, Unit 660, is due for replacement in 2020.

Justification

The 2007 mower is due for replacement. This is the largest mower in the park maintenance fleet. It cuts a 16 foot path and is utilized every day during the mowing season throughout the parks system. This machine has high engine hours and is showing heavy wear. It is inefficient and no longer cost effective to operate.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				90,000		90,000
Total				90,000		90,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund				90,000		90,000
Total				90,000		90,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.03
Project Name 1 1/2-Ton Utility Truck

Type Equipment
Useful Life 12 years
Category Vehicles
Department Public Works
Contact Public Works Director
Priority 3 Important



Description **Total Project Cost:** \$90,000

The 2009 1 1/2-ton utility truck, Unit 612, is due for replacement in 2021.

Justification

The 2009 1 1/2-ton utility truck is due for replacement. This is the primary truck used in the utility department. It is equipped with a crane for maintenance of the city's nine sanitary sewer lift stations. The truck has high miles and the crane system is becoming unreliable and is often out of service. Without this unit in service lift station pumps are unable to be maintained. This could result in costly sanitary sewer back-ups and overflows that could have an impact on residents and the environment.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					90,000	90,000
Total					90,000	90,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund					90,000	90,000
Total					90,000	90,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.04
Project Name Single-Axle Plow Truck

Type Equipment
Useful Life 15 years
Category Vehicles

Department Public Works
Contact Public Works Director
Priority 2 Very Important



Description **Total Project Cost:** \$210,000

The 2005 single-axle plow truck, Unit 532, is due for replacement in 2021.

Justification

The 2005 model year single-axle plow truck is in need of replacement due to high miles and maintenance costs. This unit is one of eight single-axle trucks in the fleet. This truck is an integral piece of equipment in the fleet for the street maintenance division. It is utilized year round. In summer, the truck is used for patching and paving streets. In winter, it is used every snow/ice event for treating and plowing city streets.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					210,000	210,000
Total					210,000	210,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund					210,000	210,000
Total					210,000	210,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.05
Project Name Asphalt Paver

Type Equipment
Useful Life 20 years
Category Equipment: PW Equip

Department Public Works
Contact Public Works Director
Priority 2 Very Important



Description **Total Project Cost:** \$56,000

The 2001 asphalt paver, Unit 725, is due for replacement in 2021.

Justification

The 2001 asphalt paving machine is in need of replacement. The paver is utilized by the street department to pave city streets, parking lots, park trails and other miscellaneous asphalt areas throughout the city campus and facilities. This machine has many high wear moving parts and hydraulic lines that become worn out over time and are not repairable.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					56,000	56,000
Total					56,000	56,000

Funding Sources	2017	2018	2019	2020	2021	Total
Fleet Management Fund					56,000	56,000
Total					56,000	56,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Street Construction



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Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW09.08
Project Name Farrell/Ferndale Area Street Improvements

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$7,590,000

The Farrell/Ferndale Area streets are proposed to be fully reconstructed in 2018. Full street reconstruction projects generally include the replacement of the road pavement, installation of concrete curb and gutter, expansion of stormwater facilities, sanitary sewer repairs, watermain repairs and pedestrian improvements.

Justification

The streets just east of 3M and south of Minnehaha Ave are in need of full street reconstruction including significant drainage improvements. Most streets have no curbing and water cannot properly be channeled out of the street section. Storm water pipe and BMPs will be required in the neighborhood. Infiltration basins, rainwater gardens, and other techniques will have to be explored to address drainage and treatment deficiencies. The proposed project will also include new trails and sidewalks. The following streets are included in the improvements: Margaret Ave, 5th Ave, Fremont Ave, Farrell St, Ferndale St, Conway Service Dr, Mayhill Rd and 7th St. Project includes \$30,000 for fog seal preventative maintenance treatment (area to be determined) and \$100,000 for sanitary sewer main lining (location to be determined).

2.0 miles of street, Average PCI: 30/100.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	100,000	7,490,000				7,590,000
Total	100,000	7,490,000				7,590,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Improvement	100,000	3,383,800				3,483,800
Bonds GO Special Assessment		828,200				828,200
City of St. Paul Water Dept		848,000				848,000
Environmental Utility Fund		1,546,000				1,546,000
Sanitary Sewer Fund		597,000				597,000
Water - WAC Fund		287,000				287,000
Total	100,000	7,490,000				7,590,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

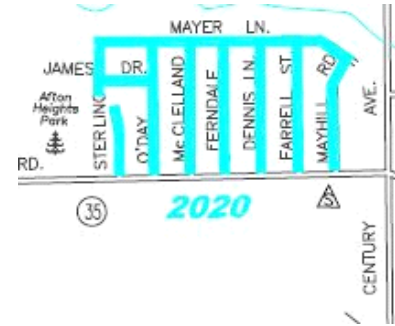
City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW09.10
Project Name Dennis/McClelland Area Street Improvements

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$7,060,000

The Dennis/McClelland Area streets are proposed to be fully reconstructed in 2020. Full street reconstruction projects generally include the replacement of the road pavement, installation of concrete curb and gutter, expansion of stormwater facilities, sanitary sewer repairs, watermain repairs and pedestrian improvements.

Justification

These streets have continued to deteriorate and will require a full street reconstruction with the addition of concrete curb and gutter. The following streets are included in the improvements: Sterling St, James Dr, McClelland St, Ferndale St, Dennis Ln, O'Day St, Mayer Ln, Farrell St, and Mayhill Rd. Unique storm water treatment methods will be required in this area near Battle Creek along with installation of drainage infrastructure. The proposed project will also include pavement replacement, sidewalks and trails. Project includes \$30,000 for fog seal preventative maintenance treatment (area to be determined). In 2014, city crews were required to do an emergency repair to a portion of the storm sewer network that drains directly to Battle Creek. The stormwater runoff for this area all flows over land to Mayer Lane where the drainage enters into the storm sewer system. Mayer Lane sits approximately 35 feet above Battle Creek. Improving the storm sewer system in this area will be challenging due to the significant grade difference between the neighborhood and Battle Creek. Therefore, it is proposed to include \$100,000 in 2018 for a pre-study of potential drainage mitigation along Battle Creek.

2.1 miles of streets, Average PCI: 31/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		100,000	100,000	6,860,000		7,060,000
Total		100,000	100,000	6,860,000		7,060,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Improvement			100,000	2,960,500		3,060,500
Bonds GO Special Assessment				1,010,500		1,010,500
City of St. Paul Water Dept				778,000		778,000
Environmental Utility Fund		100,000		1,424,000		1,524,000
Sanitary Sewer Fund				426,000		426,000
Water - WAC Fund				261,000		261,000
Total		100,000	100,000	6,860,000		7,060,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW12.02
Project Name Sterling Street Bridge Replacement

Type Improvement
Useful Life 50 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$1,400,000

The Sterling Street Bridge is an existing timber bridge that crosses Fish Creek and is proposed to be replaced in 2019.

Justification

The bridge on Sterling Street in south Maplewood is in need of replacement in the coming years and programmed for a 2019 replacement in accordance with the council adopted bridge program. State Bridge Funds are expected to pay for a majority of the cost of the project once it qualifies for funding as a result of its condition.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	100,000		1,300,000			1,400,000
Total	100,000		1,300,000			1,400,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds MSA	100,000		115,000			215,000
State Grants			1,185,000			1,185,000
Total	100,000		1,300,000			1,400,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW15.08
Project Name White Bear Ave / I694 Interchange Project

Type Improvement
Useful Life 50 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 2 Very Important



Description

Total Project Cost: \$500,000

The existing interchange, including the bridge and ramps, located at the intersection of I694 and White Bear Avenue are proposed to be replaced in 2020 by Ramsey County.

Justification

According to Ramsey County's TIP (Transportation Improvement Plan) the county is leading an interchange project at the intersection of White Bear Avenue and Interstate 694. This project is currently proposed to be constructed in 2020. The city's estimated share for these would be scheduled to be paid in the year the project is constructed. It should be noted that the date for this project is subject to change and this project serves as a place holder for the proposed project.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				500,000		500,000
Total				500,000		500,000

Funding Sources	2017	2018	2019	2020	2021	Total
State Grants				500,000		500,000
Total				500,000		500,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW15.11
Project Name Ferndale/Ivy Area Street Improvements

Type Improvement
Useful Life 20 years
Category Street Construction
Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$3,580,000

The Ferndale/Ivy Area streets are proposed to be fully reconstructed in 2019. Full street reconstruction projects generally include the replacement of the road pavement, installation of concrete curb and gutter, expansion of stormwater facilities, sanitary sewer repairs, watermain repairs and pedestrian improvements.

Justification

The streets north of Maryland Avenue and west of Century Avenue are in poor condition and in need of repair. The streets include Dennis Street, Farrel Street, Ferndale Street, Hawthorne Avenue, Ivy Avenue and Mayhill Road. These streets have curb and gutter which for most areas will remain. However, there are known areas with poor drainage and the curb and gutter will be removed and replaced. The existing pavement will be removed and replaced. The proposed project will also include sidewalks, trails and storm water quality features. The project includes \$30,000 for fog seal preventative maintenance treatment (area to be determined) and \$100,000 for sanitary sewer main lining (location to be determined). The \$100,000 in 2017 is for a regional drainage/hydraulic study to be completed prior to the feasibility study. In response to the July 2011 flood, the city identified 21 areas for flood remediation projects. Over the last five years, the city has completed 15 projects including the installation of a storm sewer force main used to prevent flooding around Edgerton Pond, a lift station to prevent flooding of homes near Knuckle Head Lake and has leveraged partnerships with Ramsey Washington Metro Watershed District and Ramsey County to help fund and complete several of the projects. The proposed regional study will evaluate 4 of the remaining 6 areas. Identified flood remediation work from this study will then be incorporated into the street improvement project to give a comprehensive approach to improvements needed in this specific area.

1.2 miles of street, Average PCI 43/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	100,000	100,000	3,380,000			3,580,000
Total	100,000	100,000	3,380,000			3,580,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Improvement		100,000	1,836,880			1,936,880
Bonds GO Special Assessment			568,220			568,220
City of St. Paul Water Dept			89,400			89,400
Environmental Utility Fund	100,000		547,100			647,100
Sanitary Sewer Fund			249,000			249,000
Water - WAC Fund			89,400			89,400
Total	100,000	100,000	3,380,000			3,580,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.06
Project Name Rice Street

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 2 Very Important



Description

Total Project Cost: \$2,239,000

Ramsey County is proposing to fully reconstruct Rice Street between County Road B and Larpenteur Avenue in 2019. This will be a county led project. Full street reconstruction projects generally include the replacement of the road pavement, installation of concrete curb and gutter, expansion of stormwater facilities, sanitary sewer repairs, watermain repairs and pedestrian improvements.

Justification

According to Ramsey County's TIP (Transportation Improvement Plan) the county is leading a street reconstruction project on Rice Street from Larpenteur Avenue to County Road B. This project is currently proposed to be constructed in 2019. The city's estimated share for these would be scheduled to be paid in the year the project is constructed. It should be noted that the date for this project is subject to change and this project serves as a place holder for the proposed project.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			2,239,000			2,239,000
Total			2,239,000			2,239,000

Funding Sources	2017	2018	2019	2020	2021	Total
State Grants			2,239,000			2,239,000
Total			2,239,000			2,239,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

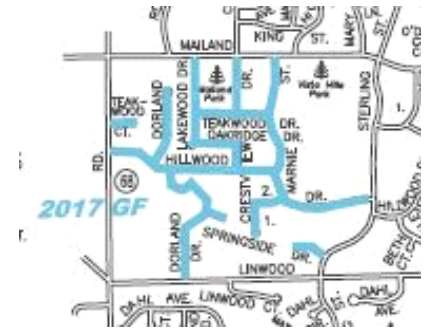
City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.09
Project Name Hillwood/Crestview Area Pavement

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$1,440,000

The street pavement in the Hillwood/Crestview area is proposed to be rehabilitated in 2017 due to poor pavement condition. Typically, the street pavement is milled or reclaimed and new pavement is installed. This type of rehabilitation work is done in areas with concrete curb and gutter which have underground utilities in good condition.

Justification

The streets lying north of Linwood Avenue and south of Mailand Road are in poor condition and in need of repair. The streets include Hillwood Drive, Teakwood Court, Dorland Road, Springside Drive, Oakridge Lane, Huntington Court, Marnie Street, Teakwood Drive, Crestview Drive, Oakridge Drive and Lakewood Drive. These streets have curb and gutter which will be maintained and the existing pavement is proposed to be reclaimed and replaced. The proposed project will be partially funded by the gas franchise fee.

2.3 miles of street, Average PCI 33/100

Prior	Expenditures	2017	2018	2019	2020	2021	Total
60,000	Construction/Maintenance	1,380,000					1,380,000
Total	Total	1,380,000					1,380,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
60,000	Bonds GO Special Assessment	789,222					789,222
Total	Environmental Utility Fund	72,000					72,000
	Gas Franchise Fee	432,378					432,378
	Sanitary Sewer Fund	43,200					43,200
	Water - WAC Fund	43,200					43,200
	Total	1,380,000					1,380,000

Budget Impact/Other

Annual savings is realized over the next five years totaling \$120,000.00 as a result of re-establishing these street to new condition. Had the project been delayed the \$120,000.00 would only have been lost to a short-term approach to just keep the street serviceable; with a major capital investment still required in the future year.

Budget Items	2017	2018	2019	2020	2021	Total
Maintenance	-20,000	-22,000	-24,000	-26,000	-28,000	-120,000
Total	-20,000	-22,000	-24,000	-26,000	-28,000	-120,000

Capital Improvement Plan

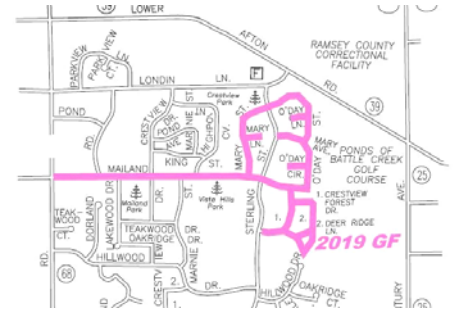
City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.10
Project Name Mailand/Crestview Forest Area Pavement

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$1,260,000

The street pavement in the Mailand/Crestview Forest area is proposed to be rehabilitated in 2019 due to poor pavement condition. Typically, the street pavement is milled or reclaimed and new pavement is installed. This type of rehabilitation work is done in areas with concrete curb and gutter which have underground utilities in good condition.

Justification

The streets lying north of Hillwood Drive and east of Highpoint Curve are in poor condition and in need of repair. The streets include Mailand Road, Deer Ridge Lane, Crestview Forest Drive, O'Day Street, O'Day Circle, Pond Avenue, O'Day Lane, Mary Lane and Mary Street. These streets have existing curb and gutter which will be maintained and the existing pavement is proposed to be reclaimed and replaced. The proposed project will be partially funded by the gas franchise fee.

2.06 miles of street, Average PCI 42/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		60,000	1,200,000			1,260,000
Total		60,000	1,200,000			1,260,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Special Assessment			699,660			699,660
Environmental Utility Fund			63,000			63,000
Gas Franchise Fee		60,000	361,740			421,740
Sanitary Sewer Fund			37,800			37,800
Water - WAC Fund			37,800			37,800
Total		60,000	1,200,000			1,260,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.11
Project Name Schaller Area Pavement

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$1,430,000

The street pavement in the Schaller area is proposed to be rehabilitated in 2020 due to poor pavement condition. Typically, the street pavement is milled or reclaimed and new pavement is installed. This type of rehabilitation work is done in areas with concrete curb and gutter which have underground utilities in good condition.

Justification

The streets lying north of Highwood Avenue and south of Linwood Avenue are in poor condition and in need of repair. The streets include Valley View Avenue, Lakewood Court, Lakewood Drive, Marnie Circle, O'Day Street, Schaller Drive, Timber Avenue, Crestview Drive, Currie Court, Dahl Avenue, Dorland Road, Dahl Court, Phylis Court, Timber Trail and Linwood Court. These streets have existing curb and gutter which will be maintained and the existing pavement is proposed to be reclaimed and replaced. The proposed project will be partially funded by the gas franchise fee.

2.28 miles of street, Average PCI 38/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			60,000	1,370,000		1,430,000
Total			60,000	1,370,000		1,430,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Special Assessment				793,500		793,500
Environmental Utility Fund				71,500		71,500
Gas Franchise Fee			60,000	419,200		479,200
Sanitary Sewer Fund				42,900		42,900
Water - WAC Fund				42,900		42,900
Total			60,000	1,370,000		1,430,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.12
Project Name Londin/Highpoint Area Pavement

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$1,070,000

The street pavement in the Londin/Highpoint area is proposed to be rehabilitated in 2018 due to poor pavement condition. Typically, the street pavement is milled or reclaimed and new pavement is installed. This type of rehabilitation work is done in areas with concrete curb and gutter which have underground utilities in good condition.

Justification

The streets lying north of Mailand Road and south of Londin Lane are in poor condition and in need of repair. The streets include Londin Lane, Crestview Drive, Highpoint Curve, King Avenue, Pond Avenue and Marine Street. These streets have existing curb and gutter which will be maintained and the existing pavement is proposed to be reclaimed and replaced. The proposed project will be partially funded by the gas franchise fee.

1.73 miles of street, Average PCI 40/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	60,000	1,010,000				1,070,000
Total	60,000	1,010,000				1,070,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Special Assessment		494,868				494,868
Environmental Utility Fund		53,500				53,500
Gas Franchise Fee	60,000	397,432				457,432
Sanitary Sewer Fund		32,100				32,100
Water - WAC Fund		32,100				32,100
Total	60,000	1,010,000				1,070,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW16.13
Project Name Pond/Dorland Area Street Improvements

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$2,400,000

The Pond/Dorland Area streets are proposed to be fully reconstructed in 2017. Full street reconstruction projects generally include the replacement of the road pavement, installation of concrete curb and gutter, expansion of stormwater facilities, sanitary sewer repairs, watermain repairs and pedestrian improvements.

Justification

The streets in both the north and south portions of this proposed project are in poor condition and in need of repair. The north portions, which consists of Pond Avenue and Dorland Road, were originally proposed to be reconstructed as part of the 07-20 project. A feasibility study was completed prior to the project being delayed. At the time of the proposed 07-20 project these streets had a pavement condition index (PCI) of 41 out of 100. Today the streets in the north portion have a PCI rating of 23. The southern portion, which consists of Boxwood Avenue, Dorland Road, Overlook Circle and Heights Avenue has a PCI of 41. The water main beneath Pond Avenue and Dorland Road consists of cast iron pipe which is susceptible to breaks. The proposed project includes water main replacement, street reconstruction, stormwater quality improvements and pavement reclamation. Project includes \$30,000 for fog seal preventative maintenance treatment (area to be determined) and \$100,000 for sanitary sewer main lining (location to be determined).

1.12 miles of street, Average PCI 34/100

Prior	Expenditures	2017	2018	2019	2020	2021	Total
80,000	Construction/Maintenance	2,320,000					2,320,000
Total	Total	2,320,000					2,320,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
80,000	Bonds GO Improvement	800,825					800,825
	Bonds GO Special Assessment	653,975					653,975
	City of St. Paul Water Dept	258,000					258,000
	Environmental Utility Fund	371,000					371,000
	Sanitary Sewer Fund	168,100					168,100
	Water - WAC Fund	68,100					68,100
	Total	2,320,000					2,320,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.06
Project Name Southcrest/Ferndale Area Pavement

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$1,270,000

The street pavement in the Southcrest/Ferndale area is proposed to be rehabilitated in 2021 due to poor pavement condition. Typically, the street pavement is milled or reclaimed and new pavement is installed. This type of rehabilitation work is done in areas with concrete curb and gutter which have underground utilities in good condition.

Justification

The streets lying south of Highwood Avenue and east of Sterling Street are in poor condition and in need of repair. The streets include Valley View Avenue, Sterling Street, Southcrest Avenue, Dennis Street, McClelland Street, Ferndale Street, Nemitz Avenue, and O'Day Street. These streets have curb and gutter which will be maintained and the existing pavement is proposed to be reclaimed and replaced. The proposed project will be partially funded by the gas franchise fee.

2.04 miles of street, Average PCI 37/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				60,000	1,210,000	1,270,000
Total				60,000	1,210,000	1,270,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Special Assessment					637,560	637,560
Environmental Utility Fund					63,500	63,500
Gas Franchise Fee				60,000	432,740	492,740
Sanitary Sewer Fund					38,100	38,100
Water - WAC Fund					38,100	38,100
Total				60,000	1,210,000	1,270,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

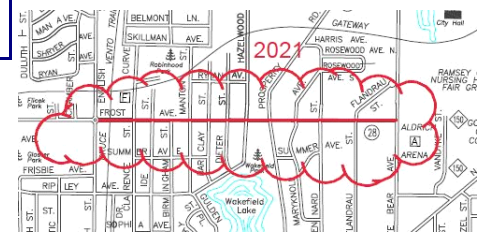
City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.07
Project Name Gladstone Improvements Phase 3

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$3,400,000

The third phase of Gladstone is proposed to include the section of Frost Avenue lying between English Street and White Bear Avenue. The proposed improvements will include pavement replacement, new stormwater initiatives and pedestrian improvements.

Justification

This section of Frost Avenue is in poor condition and the pavement needs to be replaced. The road is a great candidate to be narrowed in order to improve stormwater runoff, provide pedestrian facilities and reduce life cycle costs. The project lies within the Wakefield Lake drainage area. Wakefield Lake is an impaired water body and a top priority of Ramsey Washington Metro Watershed District. The city is actively working with the watershed district to seek out grant opportunities. The timing and funding plan for this project depends on available grants and partnership opportunities.

1.0 miles of street, Average PCI 50/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				100,000	3,300,000	3,400,000
Total				100,000	3,300,000	3,400,000

Funding Sources	2017	2018	2019	2020	2021	Total
State Grants				100,000	3,300,000	3,400,000
Total				100,000	3,300,000	3,400,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.

Capital Improvement Plan

City of Maplewood, Minnesota

2017 *thru* 2021

Project # PW17.08
Project Name East Shore Drive Area Street Improvements

Type Improvement
Useful Life 20 years
Category Street Construction

Department Street Department
Contact Public Works Director
Priority 1 Critical



Description **Total Project Cost:** \$4,820,000

The East Shore Drive Area streets are proposed to be fully reconstructed in 2021. Full street reconstruction projects generally include the replacement of the road pavement, installation of concrete curb and gutter, expansion of stormwater facilities, sanitary sewer repairs, watermain repairs and pedestrian improvements.

Justification

The pavement condition of East Shore Drive and East Shore Court has deteriorated and is in need of replacement. Also, the following streets are in need of full reconstruction: Adele Street, Gordon Avenue, Ripley Avenue, Sophia Avenue, Walter Street, Fenton Avenue, and Phalen Place. This project lies directly north of Lake Phalen. The proposed project will include pavement replacement, watermain replacement on several of the above streets, concrete curb and gutter, sanitary sewer lining, and unique storm water treatment methods along with installation of drainage infrastructure. Project includes \$30,000 for fog seal preventative maintenance treatment (area to be determined).

2.05 miles of street, Average PCI: 39/100

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				100,000	4,720,000	4,820,000
Total				100,000	4,720,000	4,820,000

Funding Sources	2017	2018	2019	2020	2021	Total
Bonds GO Improvement				100,000	2,167,500	2,267,500
Bonds GO Special Assessment					583,300	583,300
City of St. Paul Water Dept					285,200	285,200
Environmental Utility Fund					1,007,000	1,007,000
Sanitary Sewer Fund					438,000	438,000
Water - WAC Fund					239,000	239,000
Total				100,000	4,720,000	4,820,000

Budget Impact/Other

There will be a positive impact on the operating budget due to lower maintenance costs.



Prepared by:

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Maplewood

SECTION VII

DEBT



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Maplewood

DEBT SERVICE BUDGET

The fact that Maplewood has debt is not unusual; most cities have debt just like most homeowners have a mortgage. Maplewood's debt consists of public works improvement bonds, tax increment bonds, equipment certificates, capital improvement plan bonds, state street aid bonds and bond issues approved by voters in referendums. Minnesota cities are prohibited by state law from issuing bonds to finance their operating budget.

The City's Debt Service Budget is financed by the Debt Service Fund which accounts for the accumulation and use of financial resources to pay principal and interest on long-term debt. A separate Debt Service Sub-Fund is required for each bond issue.

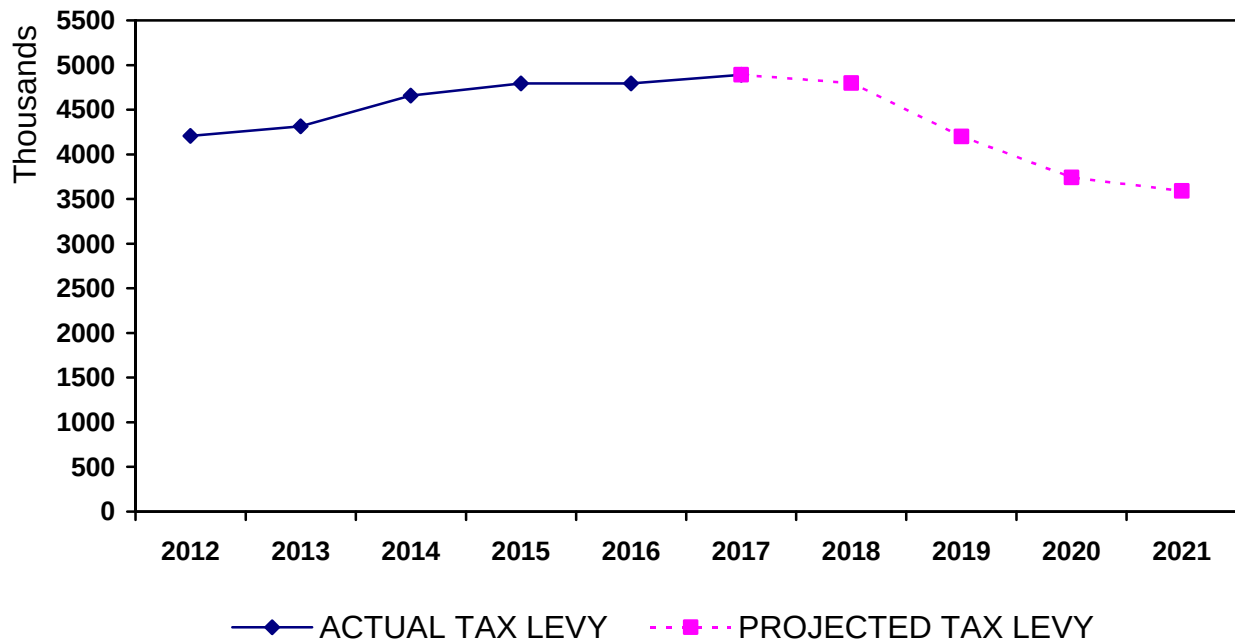
The 2017 Budget for the Debt Service Fund includes a tax levy of \$4,891,484 which is a 2.0% increase over 2016. The following table lists a breakdown by bond issue type along with a comparison for 2016:

BREAKDOWN OF LEVY BY BOND ISSUE TYPE		
2016	2017	
\$3,556,870	\$3,648,187	Public Works Improvement Bonds
399,400	300,000	Tax Abatement Bonds
504,810	653,178	Capital Improvement Plan Bonds
297,300	179,593	Fire Safety Bonds
34,440	110,526	Equipment Certificates
\$4,792,820	\$4,791,484	TOTAL

Annually the tax levies scheduled for each bond issue are adjusted, if necessary. The adjustment of levies originally scheduled is based upon an amortization of the projected surplus or deficit for each bond issue, depending on collection rates of other revenues supporting the bond payments.

The graph below illustrates changes in debt service tax levies over the past five years and projected changes through 2021. The amounts shown are for existing debt only.

DEBT SERVICE TAX LEVIES 2012 TO 2021 - ACTUAL AND PROJECTED



Other revenues supporting the 2017 Debt Service Budget total \$3,817,810 and include special assessments, intergovernmental aid and investment interest. Anticipated 2017 special assessment revenues are \$1,494,190, state street aid is \$693,750, state local government aid is \$530,710 and investment interest will be approximately \$33,750. In addition, a refunding escrow in the amount of \$2,587,690 will defease principal on advanced refunding debt.

Expenditures for the 2017 Debt Service Budget total \$7,643,880 and consist primarily of principal and interest payments on bond issues. The difference between expenditures and revenues in the 2017 Debt Service Budget will be financed by fund balances and transfers in from other funds.

On December 31, 2016, the City's net debt outstanding is \$68,623,531. This is a decrease of 10.4% from the balance on December 31, 2014. On December 31, 2016, the City's net debt outstanding will be \$64,174,529, which is a decrease of 3.7% from the balance on December 31, 2015.

Two Year Comparison of Changes in General Long-Term Debt Payable		
Debt payable - January 1:	2016	2017
Tax Increment Bonds	\$1,439,630	\$1,378,531
Public Works Improvement Bonds	48,895,000	51,480,000
G.O. Revenue Bonds	9,840,000	6,185,000
General Obligation Bonds	10,095,000	9,580,000
Total debt payable – January 1	70,269,630	68,623,531
New debt issues	9,540,000	4,264,022
Debt retired/refunded	11,190,540	10,167,820
Total debt payable - December 31	68,619,090	62,719,733
Escrow balance for bonds to be called	(6,234,840)	(3,647,150)
Net debt outstanding – December 31	\$62,384,250	\$59,072,583
Percent increase (decrease)	-6.4%	-5.3%

The anticipated new debt for 2017 of \$4,264,022 is for public improvements, city buildings and park improvements.

DEBT CAPACITY

During the preparation of the Capital Improvement Plan, the City's present and future debt capacity was evaluated. This was done to determine the amount of additional bonds that could be issued to finance the projects that were requested by departments for the Capital Improvement Plan. The primary emphasis of the debt capacity analysis was to determine the amount of debt that could be issued without causing a downgrading of the City's bond rating. Also, the analysis included a projection of the City's legal debt margin which is the difference between the maximum debt allowed under state law and the amount of debt outstanding. It is the City's policy to minimize the issuance of debt when possible.

Bond ratings are based on economic, debt, administrative, and fiscal factors. Consequently, ratings are subjective and there is not a formula that can be followed to calculate a bond rating. However, there are two measures for comparing relative debt burdens: debt per capita and the ratio of debt to tax base. There are not any absolute benchmarks for these ratios.

The analysis of Maplewood's debt capacity included a review of data for the past five years on debt ratios and bond ratings. Also, the analysis included a projection of future debt transactions, population changes, tax base growth, and debt ratios. The projected debt ratios indicate that Maplewood should maintain its present bond rating through 2021.

LEGAL DEBT LIMIT

The State legal debt limit is 3.0% of the assessor's market value of the City's tax base. Bond issues covered by this limit are those that are financed by property taxes unless at least 20% of the annual debt service costs are financed by special assessments or tax increments. Maplewood has six bond issues subject to the debt limit: Equipment Certificates, Series 2012A; Capital Improvement Plan Bonds, Series 2013A; Fire Safety Refunding Bonds, Series 2013B; Capital Improvement Plan Bonds/Equipment Certificates, Series 2014A; and Equipment Certificates, Series 2015B; and Capital Improvement Plan Bonds/Equipment Certificates, Series 2016A.

The difference between the statutory debt limit and the bonds outstanding that are covered by the debt limit is referred to as the legal debt margin. The table on the next page shows Maplewood's legal debt margin for the years 2016-2021. It indicates that the City's outstanding debt is, and will be, significantly below the legal debt limit for the entire period.

Projection of Legal Debt Margin December 31

	2017	2018	2019	2020	2021
Market value of taxable property	\$3,689,835,600	\$3,800,530,668	\$3,914,546,588	\$4,031,982,986	\$4,152,942,475
Statutory debt limit:					
3.0% of market value	110,695,068	114,015,920	117,436,398	120,959,490	124,588,274
<u>Amount of debt applicable to debt limit:</u>					
Equipment Certificates 2012A	195,000	130,000	65,000	0	0
Police Dept Expansion/CIP Refund 2013A	3,195,000	2,975,000	2,750,000	2,520,000	2,290,000
Fire Safety Refunding Bonds 2013B	995,000	750,000	500,000	255,000	0
CIP Bonds/Equip Certs 2014A	3,065,000	2,895,000	2,725,000	2,550,000	2,365,000
Equipment Certificates 2015B	1,135,000	1,050,000	960,000	870,000	780,000
CIP Bonds/Equip Certs 2016A	1,760,000	1,590,000	1,410,000	1,230,000	1,040,000
Total debt applicable to debt limit	10,345,000	9,390,000	8,410,000	7,425,000	6,475,000
Legal debt margin	100,350,068	104,625,920	109,026,398	113,534,490	118,113,274

BOND RATINGS

The City has utilized two different rating agencies over the years - Moody's Investor Services and Standard and Poor's. In 1989, Moody's improved the City's rating from 'A-1' to 'Aa'. The improved rating was due to "continued growth and diversification of the City's economy, strength and long-term stability of its dominant taxpayer and well maintained finances" according to the Moody's Credit Report.

In 1997 Moody's revised their rating scale and the 'Aa' rating was replaced with 'Aa2' and 'Aa3' ratings. Maplewood had the 'Aa2' rating which is the higher of the two new ratings. Only 13.7% of Moody's ratings nationwide were 'Aa2' or better in November 2005.

For the 2010 bond issues, the City used Standard & Poor's Ratings Services. Maplewood was assigned an 'AA+' rating with a stable outlook. The secure range scale ratings from highest to lowest are 'AAA', 'AA', 'A', and 'BBB'.

For the 2011 bond issue, the City returned to Moody's Investor Services and was assigned a rating of Aa1, which is equivalent to the AA+ assigned by Standard and Poor's. This is the second highest investment grade in the scale. Part of Moody's rationale for their decision was "stable financial operations, supported by satisfactory General Fund reserves and sound fiscal policies". The Aa1 rating was reaffirmed for the 2012 and 2013 bond issues.

For the 2014 bond issue, the City used Standard & Poor's Ratings Services. Maplewood was assigned a rating of 'AA+' with a stable outlook. The AA+ rating was reaffirmed for the 2015 and 2016 bond issues.

Principal and interest payments due over the life of the City's bonds are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
2017	7,677,820	2,048,550	9,726,370
2018	7,429,230	1,657,350	9,086,580
2019	6,941,290	1,398,190	8,339,480
2020	5,918,030	1,233,300	7,151,330
2021	5,669,350	1,061,250	6,730,600
2022	5,059,730	887,700	5,947,430
2023	4,778,090	740,840	5,518,930
2024	3,980,000	531,580	4,511,580
2025	2,910,000	429,350	3,339,350
2026	2,720,000	347,060	3,067,060
2027	1,965,000	274,010	2,239,010
2028	1,740,000	218,430	1,958,430
2029	1,615,000	166,640	1,781,640
2030	1,540,000	115,460	1,655,460
2031	1,195,000	69,830	1,264,830
2032	905,000	34,350	939,350
2033	175,000	16,010	191,010
2034	180,000	9,800	189,800
2035	190,000	3,330	193,330
TOTAL	<u>62,588,540</u>	<u>11,243,030</u>	<u>73,831,570</u>

53.7% of the principal is due within 5 years and 84.8% of the principal is due within 10 years.

SECTION VIII

SUPPLEMENTAL INFORMATION



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Maplewood

GLOSSARY OF TERMS

ACCOUNTING SYSTEM: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

ACCRUAL BASIS OF ACCOUNTING: The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether cash disbursements are made at that time or not).

APPROPRIATION: An authorization made by the legislative body of a government which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

ASSETS: Property owned by a government which has a monetary value.

BOND: A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date{s}) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

BUDGET DOCUMENT: The official written statement prepared by the budget office and supporting staff which presents the proposed budget to the legislative body.

BUDGET MESSAGE: A general discussion of the proposed budget presented in writing as a part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the chief executive and budget officer (if not the chief executive).

CAPITAL ASSETS: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

CAPITAL IMPROVEMENTS BUDGET: A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget which includes both operating and capital outlays. The capital budget normally is based on a capital improvement program.

CAPITAL IMPROVEMENT PROGRAM: A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

CAPITAL OUTLAYS: Expenditures for the acquisition of capital assets.

CAPITAL PROJECTS: Projects which purchaser construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

CASH BASIS: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CONTINGENCY ACCOUNT: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

DEBT SERVICE: Payment of interest and repayment of principal to holders of a government's debt instruments.

DEFICIT: (1) The excess of an entity's liabilities over its assets (See Fund Balance); (2) the excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence; (2) that portion of the cost of a capital asset which is charged as an expense during a particular period.

EXPENDITURES: Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purchases are made.

FULL FAITH AND CREDIT: A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE: The excess of funds assets over its liabilities. A negative fund balance is sometimes called a deficit.

GENERAL OBLIGATION BONDS: When a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (GO) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

GRANT: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

MODIFIED ACCRUAL BASIS: The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues, which should be accrued to reflect properly the taxes levied and revenue earned.

MATURITIES: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

OBJECT OF EXPENDITURE: Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects of expenditure include:

- personal services (salaries and wages);
- contracted services (utilities, maintenance contracts, travel);
- supplies and materials; and,
- capital outlays.

OPERATING BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for the calendar year and the proposed means of financing them (revenue estimates).

OPERATING TRANSFER: Routine and/or recurring transfers of assets between funds.

RESIDUAL EQUITY TRANSFER: Nonrecurring or non-routine transfers of assets between funds.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of the City's Sewer Fund and Vehicle/Equipment Maintenance Fund.

REVENUE: The term designates an increase to a fund's assets which:

- does not increase a liability (e.g., proceeds from a loan);
- does not represent a repayment of an expenditure already made;
- does not represent a cancellation of certain liabilities; and
- does not represent an increase in contributed capital.

REVENUE ESTIMATE: A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

SPECIAL ASSESSMENT: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

TAX CAPACITY: A valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes. The assessor determines the estimated market (resale) value of property. This value is converted to tax capacity by a formula specified in state law.

TAX CAPACITY RATE: The property tax rate which is based on the taxes levied as a proportion of the property value. A tax rate of 18.751% produces \$18.75 of taxes on each \$100 of tax capacity that a property is valued at.

TAX LEVY: The total amount to be raised by general property taxes for the purposes stated in the resolution certified to the County Auditor.

ACRONYMS

AFSCME	American Federation of State, County, and Municipal Employees
CIP	Capital Improvement Plan
CSO	Community Service Officer
EMS	Emergency Medical Services
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GO	General Obligation
HRA	Housing and Redevelopment Authority
HRC	Human Relations Commission
HVAC	Heating, Ventilating, Air Conditioning
ISD 622	Independent School District No. 622
LEBG	Law Enforcement Block Grant
LELS	Law Enforcement Labor Services
MAA	Maplewood Athletic Association
MCC	Maplewood Community Center
MIS	Management Information Systems
PAC	Park Availability Charge
PERA	Public Employees Retirement Association
PC	Personal Computer
PIP	Public Improvement Projects
SAC	Sewer Availability Charge
SCBA	Self-Contained Breathing Apparatus
TH	Trunk Highway
TIF	Tax Increment Financing
VEM	Vehicle and Equipment Maintenance
WAC	Water Availability Charge

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Maplewood



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