

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR CITY COUNCIL MEETING**

**December 10, 2019
7:00 P.M.**

AGENDA

1. Call to Order
2. Roll Call

*Dave Bartholomay, Mayor
Matt Percy, Council Member
Mike Schweigert, Council Member
Jennifer Rauner, Council Member
Dean Goldberg, Council Member
Patrick Antonen, City Administrator*

3. Setting of Agenda

Note: Consent Agenda items will be acted on with one motion unless a council member requests their placement on the regular agenda -

4. a. Taxpayer Comments
b. Council Member Comments
c. Mayor Comments

5. COMMITTEE REPORTS

- a.
- b.

6. COUNCIL BUSINESS

- a. Consent Agenda

<u>Item</u>	<u>Action</u>
1. Minutes – November 26, 2019 (Enclosed)	Approve
2. General Fund Disbursements (Enclosed)	Approve
3. Police Disbursements (Enclosed)	Approve
4. Fire Disbursements (Presented at Meeting)	Approve
5. Licenses (Presented at Meeting)	Approve
6. Resolution No. 2019-22 Submittal of 2040 Comprehensive Plan (Enclosed)	Approve
7.	Approve

Council Action _____

- b. Public Hearing 2020 Levy and General Fund Budget (Memo)

Council Action _____

- c. Resolution No. 2019-23 - 2020 Property Tax Levy (Enclosed)

Council Action _____

- d. Adoption of 2020 General Fund Budget (Enclosed)

Council Action _____

- e. Resolution No. 2019-24 - Appointing MNDOLI for Electrical Inspections (Memo)

Council Action _____

- f. Pay Voucher No. 4 – Iron-enhanced Sand Filter Project (Enclosed)

Council Action _____

- g. Approval of 2020 Meeting Dates (Enclosed)

Council Action _____

- h. _____

Council Action _____

7. ADJOURNMENT

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR CITY COUNCIL MEETING**

**Tuesday, November 26, 2019
7:00 p.m.**

1. CALL TO ORDER

Mayor Bartholomay called the meeting to order at 7:02 p.m.

2. ROLL CALL

Also present were Council Members Goldberg, Rauner, Schweigert and Percy and City Administrator Antonen.

3. SETTING OF AGENDA

There were no changes to the agenda.

4. COMMENTS

a. Taxpayer Comments

Five students from Centennial High School introduced themselves and announced plans for college.

b. Council Member Comments

Council Member Goldberg mentioned he and the city administrator attended the League of Minnesota Cities Regional meeting November 14. He said he attended presentations on employment and economic development, affordable housing needs, and city support for first responders.

c. Mayor Comments

Mayor Bartholomay commented on the following:

- Census Man on the John Oliver Show
- Meeting with library director
- Happy Thanksgiving
- Snowplowing in the city

5. COMMITTEE REPORTS

a. Utilities Commission

Mayor Bartholomay reported the commission met November 18 and business included authorization of a call for outstanding bonds, bid award for the 2020 gas replacement project, and a work session to discuss the 2020 budget.

b. Cable Commission

City Administrator Antonen reported the commission met November 20. He said the North Metro TV streaming app is now available on Roku and Apple TV. He added that third quarter PEG and franchise fees continue to grow. Antonen noted an audit was conducted on franchise fees and the FCC order is currently in the Court of Appeals.

c. Park Board

City Administrator Antonen reported the board met November 12 and received the 2019 Parks Report listing statistics from parks activities. He said Parks Superintendent Pat Stapleton also provided an update on damage and maintenance issues at the parks as well as planned improvements to parks and trails.

Mayor Bartholomay noted there are currently materials in the parking lot of Golden Lake Park that will be used to by the Minnesota Department of Natural Resources to reconstruct the fishing pier next spring. Council Member Goldberg suggested highlighting in newsletters the plans for improving parks and trails in 2020.

d. Police Governing Board

Mayor Bartholomay reported the board met November 18 where a swearing-in ceremony was conducted as well as a presentation of awards that included a civilian service award, three lifesaving awards and a stork award. He said an annual audit proposal was also approved, followed by a closed session to discuss contract negotiations.

6. COUNCIL BUSINESS

a. Consent Agenda

Items included:

1. Minutes: 11/12/19 Regular Council Meeting
2. General Fund Disbursements
3. Police Disbursements
4. Fire Disbursements

5. Licenses

MOTION: Rauner moved, seconded by Goldberg, to approve the Consent Agenda as presented. **Motion carried 5-0.**

b. Anoka County Regional Economic Development Presentation

Jacqueline Hajder, Economic Development Specialist with Anoka County Regional Economic Development Authority, spoke about the goals and priorities of economic development, employment trends, marketing tools and events as well as local partnerships and projects.

Council Member Percy asked if the Anoka County Airport is a big driver of business for the community. Hajder said the airport's economic specialist recently reported on the use of the airport by area business owners and how that is a tool for companies considering locating in the region. She added that commercial shipment of goods is not a function of the airport, only use by company executives.

Hajder mentioned there is a technology initiative for raw land development in the region. She said there is interest in locating a site in Connexus' territory for a data center for technology development.

Council Member Schweigert asked if there is evidence of a data center company renovating an existing building rather than building a new one. Hajder said she knows of no examples in Minnesota, except for a couple small data centers for specific companies.

c. Preliminary Approval 2020-2040 Comprehensive Plan

Mayor Bartholomay thanked Assistant City Administrator for Public Services Chandra Peterson and also City Administrator Antonen for efforts on the 2040 Comprehensive Plan. He said it is the future focus for the city.

Antonen reminded the council that the 2040 Preliminary Comprehensive Plan was approved last May and was sent for review to neighboring communities and government entities. He said comments were received and the main changes are in Chapter 4 where wellhead protection information was added. He said the plan is due to be submitted to the Metropolitan Council by December 31, 2019, they will have 120 days to review it and suggest changes. Antonen said the recommendation tonight is for the council to give preliminary approval of the plan for Met Council review.

Council Member Rauner asked if there is room in the plan to address the comments from the Department of Natural Resources. Antonen said the

groundwater management part is incorporated in the wellhead protection information.

Mayor Bartholomay commented on the benefits of having a plan that outlines continuous improvements for the city.

MOTION: Schweigert moved, seconded by Goldberg, to give preliminary approval of Circle Pines 2040 Comprehensive Plan subject to Metropolitan Council review. **Motion carried 5-0.**

7. ADJOURN TO WORK SESSION

It was noted the purpose of the work session is to discuss labor negotiations and the 2020 budget.

MOTION: Percy moved, seconded by Schweigert, to adjourn to work session at 8:00 p.m. **Motion carried 5-0.**

Mayor

Clerk

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
11/30/2019						
210222 US BANK CORPORATE PMT SYS						
113019	1	Invoice	VISA-BACKUP/FLASHDRIVE	11/30/2019	51.84	11/19
113019	2	Invoice	VISA-MGFOA CONF LODGING	11/30/2019	163.36	11/19
113019	3	Invoice	VISA-ETM UNCLM PROP SUBSCRIP	11/30/2019	79.00	11/19
113019	4	Invoice	VISA-MSA FALL CONF PS	11/30/2019	130.00	11/19
113019	5	Invoice	VISA-CITY NEWSLETTER ADOBE	11/30/2019	29.02	11/19
Total 113019:					453.22	
Total 210222 US BANK CORPORATE PMT SYS:					453.22	
Total 11/30/2019:					453.22	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
12/04/2019						
10338 ALLSTREAM						
16509757	1	Invoice	Dec fax	12/10/2019	2.20	12/19
Total 16509757:					2.20	
Total 10338 ALLSTREAM:					2.20	
31320 COVERALL OF THE TWIN CITIES						
7070270777	1	Invoice	Dec. CH Cleaning	12/10/2019	293.40	12/19
Total 7070270777:					293.40	
Total 31320 COVERALL OF THE TWIN CITIES:					293.40	
230105 WH SECURITY						
121019	1	Invoice	Oct.Monitoring	12/10/2019	13.77	12/19
Total 121019:					13.77	
Total 230105 WH SECURITY:					13.77	
Total 12/04/2019:					309.37	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
12/05/2019						
10905 ANOKA COUNTY TREASURY DEPT						
ELEC112119	1	Invoice	2019 BALLOTS	12/10/2019	291.75	12/19
Total ELEC11211907:					291.75	
Total 10905 ANOKA COUNTY TREASURY DEPT:					291.75	
20600 BRIGGS & MORGAN, P. A.						
645762	1	Invoice	BOND FEES 2010A & 2010B	12/10/2019	325.00	12/19
Total 645762:					325.00	
Total 20600 BRIGGS & MORGAN, P. A.:					325.00	
30540 CENTURY LINK						
121019	1	Invoice	GL PHONE DEC	12/10/2019	28.41	12/19
Total 121019:					28.41	
Total 30540 CENTURY LINK:					28.41	
50121 EMBEDDED SYSTEMS, INC						
344004	1	Invoice	2020 6 MO SIREN MTC	12/10/2019	553.50	12/19
Total 344004:					553.50	
Total 50121 EMBEDDED SYSTEMS, INC:					553.50	
90135 IEH AUTO PARTS LLC						
038831574	1	Invoice	'05 STERLING TRANSMISSION FLUID	12/10/2019	96.78	12/19
Total 038831574:					96.78	
Total 90135 IEH AUTO PARTS LLC:					96.78	
100135 JIMMY'S JOHNNYS, INC						
158331	1	Invoice	BALDWIN PARK PORTABLE RESTROOM	12/10/2019	56.51	12/19
Total 158331:					56.51	
158332	1	Invoice	GL PORTABLE RESTROOM	12/10/2019	56.51	12/19
Total 158332:					56.51	
Total 100135 JIMMY'S JOHNNYS, INC:					113.02	
140890 NYSTROM PUBLISHING CO., INC.						
42607	1	Invoice	DEC CITY NEWSLETTER	12/10/2019	939.66	12/19
42607	2	Invoice	DEC POSTAGE	12/10/2019	363.35	12/19
Total 42607:					1,303.01	

Invoice	Seq	Type	Description	Invoice Date	Total Cost	Per
Total 140890 NYSTROM PUBLISHING CO., INC.:					1,303.01	
150200 O'REILLY AUTOMOTIVE, INC						
121019	1	Invoice	WINDSHIELD FLUID	12/10/2019	3.20	12/19
Total 121019:					3.20	
Total 150200 O'REILLY AUTOMOTIVE, INC:					3.20	
160240 CHANDRA PETERSON						
121019	1	Invoice	ELECTION SUPPLIES	12/10/2019	121.58	12/19
121019	2	Invoice	MILEAGE	12/10/2019	34.80	12/19
Total 121019:					156.38	
Total 160240 CHANDRA PETERSON:					156.38	
160400 PIRTEK MIDWAY , INC						
MI-T0000047	1	Invoice	'05 STERLING PARTS/REPAIR	12/10/2019	90.32	12/19
Total MI-T00000479:					90.32	
Total 160400 PIRTEK MIDWAY , INC:					90.32	
220200 VIKING ELECTRICAL SUPPLY INC.						
S003193097.	1	Invoice	DRILL BITS	12/10/2019	82.95	12/19
S003193097.	2	Invoice	STREET LIGHT TAPE/WIRENUT CONNECT	12/10/2019	85.70	12/19
Total S003193097.001:					168.65	
Total 220200 VIKING ELECTRICAL SUPPLY INC.:					168.65	
260110 ZEE MEDICAL SERVICE						
54051682	1	Invoice	MEDICALSUPPLIES	12/10/2019	19.01	12/19
54051682	2	Invoice	MEDICALSUPPLIES	12/10/2019	12.67	12/19
Total 54051682:					31.68	
Total 260110 ZEE MEDICAL SERVICE:					31.68	
Total 12/05/2019:					3,161.70	
Grand Totals:					3,924.29	

Report GL Period Summary

Vendor number hash: 0
Vendor number hash - split: 0
Total number of invoices: 0
Total number of transactions: 0

Report Criteria:

Invoice Detail.GL Account = 10110100-506477506710,70210100-702499702730

Report Criteria:
 Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
11/19	11/27/2019	12935	RUSSELL A BLANCK	GUN CLEANING SUPPLIES	74.26
11/19	11/27/2019	12936	CENTENNIAL UTILITIES	OCT IRRIGATION	96.00
11/19	11/27/2019	12937	THE HOME DEPOT PRO	TISSUE	124.32
11/19	11/27/2019	12938	O'REILLY AUTOMOTIVE, INC	PART BEING REIMB BY FIRE DEPT	5.22
11/19	11/27/2019	12939	QUILL CORPORATION	FOLDERS/LEGAL PADS/ POUCHES	76.65
11/19	11/27/2019	12940	STREICHER'S, INC	.223 CAL TACTICAL	270.56
Grand Totals:					<u>647.01</u>

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period
11/27/2019										
20350 RUSSELL A BLANCK										
RUSSELL A	20350	112719	1	Invoi	GUN CLEANING SUPPLIES	11/27/2019	11/27/2019	74.26	901-42-2100-215	11/19
Total 20350 RUSSELL A BLANCK:								74.26		
30480 CENTENNIAL UTILITIES										
CENTENNI	30480	112719	1	Invoi	OCT IRRIGATION	11/27/2019	11/27/2019	96.00	901-42-2100-380	11/19
Total 30480 CENTENNIAL UTILITIES:								96.00		
80460 THE HOME DEPOT PRO										
THE HOME	80460	521190	1	Invoi	TISSUE	11/27/2019	11/27/2019	124.32	901-42-2100-202	11/19
Total 80460 THE HOME DEPOT PRO:								124.32		
150500 O'REILLY AUTOMOTIVE, INC										
O'REILLY A	150500	3472-4	1	Invoi	PART BEING REIMB BY FIRE DEPT	11/27/2019	11/27/2019	5.22	901-13200	11/19
Total 150500 O'REILLY AUTOMOTIVE, INC:								5.22		
170165 QUILL CORPORATION										
QUILL COR	170165	252872	1	Invoi	ACCUWIPES	11/27/2019	11/27/2019	3.69	901-42-2100-201	11/19
QUILL COR	170165	253060	1	Invoi	FOLDERS/LEGAL PADS/ POUCHES	11/27/2019	11/27/2019	72.96	901-42-2100-201	11/19
Total 170165 QUILL CORPORATION:								76.65		
190910 STREICHER'S, INC										
STREICHE	190910	1139787	1	Invoi	.223 CAL TACTICAL	11/27/2019	11/27/2019	270.56	901-42-2100-215	11/19
Total 190910 STREICHER'S, INC:								270.56		
Total 11/27/2019:								647.01		

11/27/2019 GL Period Summary

GL Period	Amount
11/19	647.01
Grand Totals:	647.01

Grand Totals: 647.01

Report GL Period Summary

GL Period	Amount
11/19	647.01
Grand Totals:	647.01

Vendor number hash: 813030

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Vendor number hash - split:	813030		
Total number of invoices:	7		
Total number of transactions:	7		
Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	647.01	.00	647.01
Grand Totals:	647.01	.00	647.01

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
11/19	11/30/2019	2019015	U S BANK	VISA ACH-SMART FURN CHAIRS	2,966.30
Grand Totals:					<u>2,966.30</u>

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period
11/30/2019										
210040 U S BANK										
U S BANK	210040	113019	1	Invoi	VISA ACH-BUFFALO TECH SHIPPING DEFEC	11/30/2019	11/30/2019	10.00	901-42-2100-322	11/19
U S BANK	210040	113019	2	Invoi	VISA ACH-ONLINE STORAGE RENEWAL	11/30/2019	11/30/2019	19.99	901-42-2100-403	11/19
U S BANK	210040	113019	3	Invoi	VISA ACH-SMART FURN CHAIRS	11/30/2019	11/30/2019	2,936.31	901-42-2100-570	11/19
Total 210040 U S BANK:								<u>2,966.30</u>		
Total 11/30/2019:								<u>2,966.30</u>		

11/30/2019 GL Period Summary

GL Period	Amount
11/19	<u>2,966.30</u>
Grand Totals:	<u><u>2,966.30</u></u>

Grand Totals: 2,966.30

Report GL Period Summary

GL Period	Amount
11/19	<u>2,966.30</u>
Grand Totals:	<u><u>2,966.30</u></u>

Vendor number hash: 210040
 Vendor number hash - split: 630120
 Total number of invoices: 1
 Total number of transactions: 3

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	<u>2,966.30</u>	<u>.00</u>	<u>2,966.30</u>
Grand Totals:	<u><u>2,966.30</u></u>	<u><u>.00</u></u>	<u><u>2,966.30</u></u>

Report Criteria:
 Report type: Summary

GL Period	Check Issue Date	Ck No	Payee	Description	Check Amount
12/19	12/04/2019	12943	AID ELECTRIC CORPORATION	REPAIR FLAG LIGHT	692.41
12/19	12/04/2019	12944	ANOKA CO TREASURY OFFICE	DEC BROADBAND	75.00
12/19	12/04/2019	12945	ASPEN MILLS, INC	UNIFORMS	23.95
12/19	12/04/2019	12946	CENTENNIAL UTILITIES	UTILITIES OCT	329.50
12/19	12/04/2019	12947	DAKOTA CO FINANCIAL SERVICES	2019 EBRIEFING FEE	672.00
12/19	12/04/2019	12948	E C S I, LLC	SEMI ANNUAL FIRE ALARM INSPECTI	270.00
12/19	12/04/2019	12949	EMERGENCY CONTRACTORS	SNOW REMOVAL SERVICE DEC	815.00
12/19	12/04/2019	12950	FRATTALLONES HARDWARE, INC.	EVIDENCE BAGS	19.16
12/19	12/04/2019	12951	OCCUPATIONAL HEALTH CENTERS	PRE EMP EXAM EO	454.00
12/19	12/04/2019	12952	OPG-3, INC	LASERFICHE ANNUAL RENEWAL	340.00
12/19	12/04/2019	12953	POPP COMMUNICATIONS	DSL LINE FOR WIFI	70.90
12/19	12/04/2019	12954	T & B PAINTING LLC	INTERIOR WALL PAINTING	3,822.50
12/19	12/04/2019	12955	TELECIDE PRODUCTIONS, INC	COMPUTER MTC & SUPPORT NOV	1,365.00
12/19	12/04/2019	12956	TRI-COUNTY LAW ENFORCEMENT AS	2020 ANNUAL DUES	75.00
12/19	12/04/2019	12957	VERIZON WIRELESS	SQUAD LAPTOPS NOV	1,226.79
Grand Totals:					10,251.21

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period
12/04/2019										
10116 AID ELECTRIC CORPORATION										
AID ELECT	10116	60448	1	Invoi	REPAIR FLAG LIGHT	12/04/2019	12/04/2019	692.41	901-42-2100-401	12/19
Total 10116 AID ELECTRIC CORPORATION:								692.41		
10790 ANOKA CO TREASURY OFFICE										
ANOKA CO	10790	B19111	1	Invoi	DEC BROADBAND	12/04/2019	12/04/2019	75.00	901-42-2100-321	12/19
Total 10790 ANOKA CO TREASURY OFFICE:								75.00		
11565 ASPEN MILLS, INC										
ASPEN MIL	11565	247715	1	Invoi	UNIFORMS	12/04/2019	12/04/2019	23.95	901-42-2100-218	12/19
Total 11565 ASPEN MILLS, INC:								23.95		
30480 CENTENNIAL UTILITIES										
CENTENNI	30480	120419	1	Invoi	UTILITIES OCT	12/04/2019	12/04/2019	329.50	901-42-2100-380	12/19
Total 30480 CENTENNIAL UTILITIES:								329.50		
40168 DAKOTA CO FINANCIAL SERVICES										
DAKOTA C	40168	000369	1	Invoi	2019 EBRIEFING FEE	12/04/2019	12/04/2019	672.00	901-42-2100-386	12/19
Total 40168 DAKOTA CO FINANCIAL SERVICES:								672.00		
50060 E C S I, LLC										
E C S I, LL	50060	283029	1	Invoi	SEMI ANNUAL FIRE ALARM INSPECTION	12/04/2019	12/04/2019	270.00	901-42-2100-401	12/19
Total 50060 E C S I, LLC:								270.00		
50160 EMERGENCY CONTRACTORS										
EMERGEN	50160	885	1	Invoi	SNOW REMOVAL SERVICE DEC	12/04/2019	12/04/2019	815.00	901-42-2100-401	12/19
Total 50160 EMERGENCY CONTRACTORS:								815.00		
60650 FRATTALLONES HARDWARE, INC.										
FRATTALL	60650	70178	1	Invoi	EVIDENCE BAGS	12/04/2019	12/04/2019	19.16	901-42-2100-217	12/19
Total 60650 FRATTALLONES HARDWARE, INC.:								19.16		
150060 OCCUPATIONAL HEALTH CENTERS										
OCCUPATI	150060	103084	1	Invoi	PRE EMP EXAM EO	12/04/2019	12/04/2019	454.00	901-42-2100-306	12/19
Total 150060 OCCUPATIONAL HEALTH CENTERS:								454.00		
150210 OPG-3, INC										
OPG-3, INC	150210	3725	1	Invoi	LASERFICHE ANNUAL RENEWAL	12/04/2019	12/04/2019	340.00	901-42-2100-403	12/19
Total 150210 OPG-3, INC:								340.00		
160470 POPP COMUNICATIONS										
POPP COM	160470	992584	1	Invoi	DSL LINE FOR WIFI	12/04/2019	12/04/2019	70.90	901-42-2100-321	12/19
Total 160470 POPP COMUNICATIONS:								70.90		
200001 T & B PAINTING LLC										
T & B PAIN	200001	911152	1	Invoi	INTERIOR WALL PAINTING	12/04/2019	12/04/2019	3,822.50	901-42-2100-401	12/19

Name	Vendor #	Invoice	Seq	Type	Description	Invoice Date	Pmt Due Date	Total Cost	GL Account	GL Period
Total 200001 T & B PAINTING LLC:								3,822.50		
200050 TELECID PRODUCTIONS, INC										
TELECID	200050	201438	1	Invoi	COMPUTER MTC & SUPPORT NOV	12/04/2019	12/04/2019	1,365.00	901-42-2100-403	12/19
Total 200050 TELECID PRODUCTIONS, INC:								1,365.00		
200270 TRI-COUNTY LAW ENFORCEMENT ASSN										
TRI-COUNT	200270	120419	1	Invoi	2020 ANNUAL DUES	12/04/2019	12/04/2019	75.00	901-15510	12/19
Total 200270 TRI-COUNTY LAW ENFORCEMENT ASSN:								75.00		
220190 VERIZON WIRELESS										
VERIZON	220190	984280	1	Invoi	CELL PHONES NOV	12/04/2019	12/04/2019	771.66	901-42-2100-321	12/19
VERIZON	220190	984280	2	Invoi	SQUAD LAPTOPS NOV	12/04/2019	12/04/2019	455.13	901-42-2100-386	12/19
Total 220190 VERIZON WIRELESS:								1,226.79		
Total 12/04/2019:								10,251.21		

12/4/2019 GL Period Summary

GL Period	Amount
12/19	10,251.21
Grand Totals:	10,251.21

Grand Totals: 10,251.21

Report GL Period Summary

GL Period	Amount
12/19	10,251.21
Grand Totals:	10,251.21

Vendor number hash: 1545240
 Vendor number hash - split: 1765430
 Total number of invoices: 15
 Total number of transactions: 16

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	10,251.21	.00	10,251.21
Grand Totals:	10,251.21	.00	10,251.21



City of

CIRCLE PINES

200 Civic Heights Circle
Circle Pines, MN 55014
Office: (763) 784-5898
TDD: (763) 784-9724

Fax: (763) 785-2859
www.circle-pines.mn.us

TO: City Council Members

FROM: Chandra Peterson *CP*

DATE: December 4, 2019

RE: Resolution 2019-22 Authorizing Submittal of Comprehensive Plan to
Metropolitan Council

As a formality, the Council will need to approve a resolution to authorize submittal of the Comprehensive Plan. This is a new measure for this year in the submittal process. Because the Council discussed and approved the submittal at the last meeting, this resolution has been placed on the consent agenda for approval.

RESOLUTION NO. 2019-22

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES, MINNESOTA**

**RESOLUTION SUBMITTING THE CITY OF CIRCLE PINES
2040 COMPREHENSIVE PLAN TO THE METROPOLITAN COUNCIL FOR REVIEW**

WHEREAS, Minnesota Statutes (Minn. Stat. §473.175) require that cities review and revise their comprehensive plans for consistency with Metropolitan Council policy plans; and

WHEREAS, the Metropolitan Council has amended its policy plans and has provided system statements outlining Council policy relative to the City; and

WHEREAS, the Circle Pines Planning Commission recommended submittal of the Comprehensive plan to the Circle Pines City Council; and

WHEREAS, the Circle Pines City Council reviewed staff recommendations, and the recommendations of the Circle Pines Planning Commission for the Comprehensive Plan;

WHEREAS, the Circle Pines City Council authorized six-month comment review of the Comprehensive Plan to adjoining jurisdictions; and

WHEREAS, the Circle Pines City Council reviewed comments received by adjoining jurisdictions; and

NOW THEREFORE, BE IT RESOLVED that the City of Circle Pines City Council hereby authorizes the 2040 Comprehensive Plan be submitted to the Metropolitan Council for review.

Adopted by the City Council this 10th day of December, 2019.

Dave Bartholomay, Mayor

(SEAL)

ATTEST:

Patrick Antonen, City Administrator



200 Civic Heights Circle
Circle Pines, MN 55014
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CIRCLE PINES

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Agenda Item 6b

Memo

To: City Council Members
From: Patrick Antonen 
Date: December 5, 2019
Re: Public Hearing 2020 Levy and General Fund Budget

Historically as part of the property tax notice for the potential 2020 taxes, there is a public hearing that is included known as the Truth-in-Taxation hearing.

The Finance Director, Kate Manson, has prepared a PowerPoint presentation to disseminate the budget information to the city council and citizens of Circle Pines. The only action required is to hold (open/close) the public hearing.

PA

RESOLUTION NO 2019-23

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

RESOLUTION SETTING LEVY FOR 2020

WHEREAS, the City of Circle Pines has considered its proposed General Fund Budget and desires to set the 2020 levy; and

WHEREAS, the City Council of Circle Pines has given due consideration to the recommendations made in the proposed 2020 General Fund Budget;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Circle Pines, County of Anoka, Minnesota that the following sum of money is to be levied for the current year, collectible in 2020, upon the taxable property in said City of Circle Pines, for the following purposes:

General Fund	\$2,309,743
CIP Bonds (Police Building)	\$72,835
2012A G.O. Improvement Bonds (Streets)	\$67,107
2014A G.O. Improvement Bonds (Streets)	\$89,243
2015A G.O. Improvement Bonds (Streets)	\$126,059
2016B G.O. Improvement Bonds (Streets)	\$63,186
2018A G.O. Improvement Bonds (Streets)	\$104,405

In addition the debt levy below is reduced as shown as alternative revenues are available to pay the principal and interest on the bonds:

	<u>Scheduled</u>	<u>Reduction</u>
2012A GO Improvement Bonds	\$151,092.50	\$(118,750)

The Finance Director is hereby instructed to transmit a copy of this resolution along with other required reports to the County Auditor of Anoka County, Minnesota.

Adopted by the City Council this 10th day of December 2019.

Dave Bartholomay, Mayor

ATTEST:

Patrick Antonen, City Administrator



2020 PROPOSED GENERAL FUND

BUDGET



CIRCLE PINES

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MEMO

TO: City Council Members
FROM: Patrick Antonen 
RE: 2020 Proposed General Fund Budget
DATE: December, 6 2019

The 2020 Proposed General Fund Budget is hereby submitted to you for your review and consideration. The recommended budget is \$2,957,697, up from the 2019 budget amount of \$2,792,915. The 2020 budget is a 5.9 percent increase in expenditures.

The proposed budget is increased, but the tax rate will actually decrease from 56.24 to 52.64 a 6.8 percent decrease in the city tax rate. Homeowners will see a small increase in city taxes, only related to the increased value of their property.

The enclosed 2020 Proposed General Fund Budget continues our existing operation. Local Government Aid (LGA) is assumed to be fully funded.

The revenue side continues to rely on property taxpayers as a significant source of revenue. The General Fund levy is increasing by 5.9 percent and the main portion of the revenue increase is driven by new projects the council wants to accomplish this year.

For taxes payable in 2020, homeowners will see a decrease in their tax rate if the value of their home did not improve. A \$200,000 Circle Pines home that remained at \$200,000 value for 2019 taxes will see a decrease in city taxes of \$5.42 a month. Please see page 4 for estimates.

As we have done in past years, the proposed budget uses a line-item format with detailed explanations. Using this combination of information, we hope that we will provide each of you, and any interested citizens, sufficient information to understand what the city is planning to accomplish in 2020. It also should give a clear understanding to those individuals of where their tax dollars go for the provision of services.

The budget gives you comparative actual and budget historical data to assist you in comparing changes on a line-item basis. It should also give you an overall view of the operation of the city. Where illustrative, we have tried to graphically show

the use of our General Fund dollars and provide a visual summary or overview of the budget.

Overall, the city's budget is done as a plan of what the city expects to accomplish during the coming year. The plan is based on a composite of our local needs and state and federal conditions as they impact our operation. Once adopted by the council, the budget becomes a plan for the operation of the city in the upcoming year. Through the use of budgeting and planning, the city has the opportunity to meet the majority of needs of the citizens without requesting more tax dollars than are absolutely necessary.

Listed below is the proposed levy comparison for 2020.

The levy breakout is shown below:

PROPOSED LEVY BREAKOUT	2020	2019
General Fund Property Tax	\$2,309,743	\$2,175,781
Police Station Levy	\$72,835	\$71,489
Street Debt	\$450,000	\$480,000
TOTAL	\$2,832,578	\$2,727,270

On the expenditure side, we are continuing basic city operations. Just a reminder, street project funds are separate from the General Fund and street projects are paid from those funds set aside in the Street Project Fund. As you can see from the levy above, we are decreasing the street debt by \$30,000.

The **City Administration** budget increased due to step and cost of living increases for staff.

The **Finance** department has a decrease in this line item based on staffing expenses.

The budget for **City Attorney** remained the same as there are some properties we need to address this next year.

The **Police** contract cost is determined by a formula for the three cities. Circle Pines' costs increased by \$67,029 based on the budget recommendations by the Police Governing Board. The department is in a good position right now with their reserves and is able to have a stable budget. Prosecutions and other elements of the overall police budget remain very stable. The overall CLPD budget increased by 2.3 percent.

The **Fire** budget will increase slightly as we are still adjusting to the new normal for our smaller department and planning for future capital expenses. Based on the contracted formula, our share will increase by \$11,456. The overall budget for the department is a 4.82 percent increase.

We are projecting **Building Inspection** costs to remain the same as we don't know how much the expenditures increase with the new contract inspection firm as well as how much revenue will be brought in to offset the increase in expenditures.

The **Street** budget is increasing since we have a new dump truck and improvements around the shop planned. We also are planning for seal coating the Canterbury area. Finally, we are planning to replace the Lexington Avenue fence and the fence surrounding the public works facility.

The **Park** budget reflects the ongoing staffing and operating costs. A few pieces of equipment are added in 2020 and we are continuing the \$10,000 additional funding for trail maintenance. The most significant increase in Parks relates to trail boardwalk projects and new drinking fountains and showers at Golden Lake Park. Also we are planning to rebuild the hockey rink at Baldwin Park.

We have zero dollars in the **Contingency Fund** in this proposed budget. Thus, we rely on reserves if there are fluctuations in state revenues or unexpected costs.

In summary, the 2020 proposed budget continues the core services with the theme of trying to maximize the benefit from the dollars available while providing a basic level of service to residents. Departmental budgets reflect the decisions necessary to create a balanced budget.

Finally, we present you, the City Council, the 2020 Proposed General Fund Budget for your review. As always, we are happy to answer your questions and provide clarification or review of any area that you might desire. We have scheduled the budget hearing during the December 10th council meeting. After public input, we would need to adopt the final levy for Pay 2020. The purpose of the budget hearing is to provide the public with an opportunity to make comments on the proposed budget.

CITY TAX IMPACT ANALYSIS

Current Year Taxes

	TAX RATE	100,000	150,000	200,000	250,000	300,000
Market Value 2018 Pay 2019						
Net tax Capacity 2019		717.6	1262.6	1807.6	2352.6	2897.6

Existing 2019 City Tax Rate and Tax	56.240	404	710	1,017	1,323	1,630
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CITY TAX IMPACT ANALYSIS

With no change in individual values and Proposed Levy

	TAX RATE	100,000	150,000	200,000	250,000	300,000
Market Value 2018 Pay 2019						
Net tax Capacity 2019		717.6	1262.6	1807.6	2352.6	2897.6

2020 Proposed Tax Rate and City Tax	52.640	378	665	952	1,238	1,525
Monthly change		\$ (2.15)	\$ (3.79)	\$ (5.42)	\$ (7.06)	\$ (8.69)

This is prepared without Final numbers from Anoka County on Fiscal Disparities and TIF Values so numbers will change.

CITY TAX IMPACT ANALYSIS

With Average change in individual values and Proposed Levy - 10.3%

	TAX RATE	110,300	165,450	220,600	275,750	330,900
Market Value 2018 Pay 2019						
Net tax Capacity 2019		830	1431	2032	2633	3234

2020 Proposed Tax Rate and City Tax	52.640	437	753	1,070	1,386	1,703
Monthly change		\$ 2.77	\$ 3.60	\$ 4.43	\$ 5.25	\$ 6.08

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	6/30/2019 ACTUAL	2020 PROPOSED	2020 2019	Proposed vs Adopted
REVENUE									
Taxes									
101-31-1010-000	AD VALOREM TAXES	1,645,002	1,638,095	1,672,295	1,654,980	-	1,750,447	95,467	5.8%
101-31-1040-000	FISCAL DISPARITIES	371,277	419,124	422,335	520,801	-	558,546	37,745	7.2%
101-31-1915-000	PENALTIES & INTEREST	1,481	653	2,351	450	-	750	300	66.7%
	Subtotal - Taxes	2,017,760	2,057,872	2,096,981	2,176,231	-	2,309,743	133,512	6.1%
Licenses & Permits									
101-32-2110-000	LIQUOR LICENSE	550	550	550	550	-	550	-	0.0%
101-32-2120-000	REFUSE LICENSE	450	150	600	450	-	450	-	0.0%
101-32-2130-000	MASSAGE LICENSE	1,400	1,500	1,250	1,000	450	1,000	-	0.0%
101-32-2160-000	CONTRACTORS LICENSE	4,115	5,939	5,495	5,200	2,005	4,000	(1,200)	-23.1%
101-32-2180-000	TOBACCO LICENSE	800	600	800	800	200	600	(200)	-25.0%
101-32-2190-000	RENTAL INSPECTION FEE	4,300	3,300	3,100	4,300	1,600	4,000	(300)	-7.0%
101-32-2195-000	FILLING STATION FEE	200	100	300	100	-	100	-	0.0%
101-32-2215-000	BUILDING PERMITS	29,825	112,551	109,227	35,000	20,389	30,000	(5,000)	-14.3%
101-32-2216-000	PLAN REVIEW FEE	13,221	3,176	13,273	6,000	5,425	8,000	2,000	33.3%
101-32-2220-000	MECHANICAL PERMITS	8,035	6,962	10,585	6,500	3,595	6,000	(500)	-7.7%
101-32-2230-000	PLUMBING PERMITS	2,568	1,406	4,930	2,200	2,529	3,000	800	36.4%
101-32-2235-000	ELECTRICAL PERMITS	4,105	2,178	7,009	3,500	2,220	4,000	500	14.3%
101-32-2237-000	OTHER PERMITS	1,320	3,020	1,017	1,000	639	1,000	-	0.0%
101-32-2238-000	STATE BUILDING PERMIT SURCHARGE	111	146	214	100	437	100	-	0.0%
101-32-2240-000	ANIMAL LICENSES	110	325	200	100	70	175	75	75.0%
101-32-2250-000	MERCHANT LICENSE	63	63	63	200	-	100	(100)	-50.0%
101-32-2270-000	ROAD PERMITS	375	1,200	1,275	400	250	500	100	25.0%
101-32-2275-000	UNDERGROUND PERMITS	860	815	4,114	1,000	-	500	(500)	-50.0%
	Subtotal - Licenses & Permits	72,406	143,981	163,983	68,400	39,809	64,075	(4,325)	-6.3%
Intergovernmental									
101-33-3401-000	STATE AID-LOCAL GOVERNMENT AID	346,024	347,891	370,140	371,402	54,225	408,419	37,017	10.0%
101-33-3403-000	STATE AID-LOCAL PERFORMANCE AID	687	687	703	-	-	700	700	*
101-33-3416-000	STATE AID-POLICE	48,432	47,105	51,271	50,000	-	50,000	-	0.0%
101-33-3418-000	STATE AID-ROAD MAINTENANCE	2,430	2,430	4,860	4,860	35,405	4,860	-	0.0%
101-33-3429-000	STATE AID-PERA	3,792	3,792	3,792	4,542	-	-	(4,542)	-100.0%
	Subtotal - Intergovernmental	401,365	401,905	430,766	430,804	89,630	463,979	33,175	7.7%
Charges for Services									
101-34-4102-000	GROUNDS MAINTENANCE SERVICES	1,902	2,002	1,633	1,950	-	2,000	50	2.6%
101-34-4103-000	ACCOUNTING SERVICES	21,680	14,400	14,400	14,080	7,200	14,400	320	2.3%
101-34-4105-000	COPIES/MAPS/PUBLICATIONS/NOTAR	714	977	699	1,000	114	500	(500)	-50.0%
101-34-4106-000	COUNCIL CHAMBER USE	2,575	1,800	1,325	2,200	1,150	2,000	(200)	-9.1%
101-34-4108-000	VILLAGE SIGN LEASE	1,500	1,500	1,500	1,500	1,500	1,500	-	0.0%
101-34-4115-000	GOLDEN LAKE CONCESSION	7,198	7,583	7,140	6,750	2,717	7,000	250	3.7%
101-34-4120-000	PRIVATE PROPERTY SERVICES	776	110	426	-	-	-	-	0.0%
101-34-4125-000	EAB INJECTION FEES	1,125	125	-	-	-	-	-	0.0%
101-34-4701-000	PARK SHELTER RENTAL	6,479	5,265	7,079	6,000	5,561	6,500	500	8.3%
	Subtotal - Charges for Services	45,089	33,781	34,203	33,480	18,242	33,900	420	1.3%
Fines									
101-35-5101-000	COURT FINES	11,913	9,715	12,462	10,500	6,412	12,000	1,500	14.3%
101-35-5102-000	MUNICIPAL TICKET EDUCATION	3,755	1,581	-	-	-	-	-	0.0%
	Subtotal - Fines	15,669	11,296	12,462	10,500	6,412	12,000	1,500	14.3%
Other Revenue									
101-36-6210-000	INTEREST EARNINGS	36,674	42,261	76,769	35,000	-	35,000	-	0.0%
101-36-6215-000	CABLE FRANCHISE FEE	15,321	19,202	18,491	18,500	17,857	19,000	500	2.7%
101-36-6235-000	MISCELLANEOUS/REFUNDS	28,024	14,309	25,871	20,000	2,494	20,000	-	0.0%
101-36-6280-000	POLICE FORFEITURE DISTRIBUTION	284	174	21	-	658	-	-	*
	Subtotal - Other Revenue	88,496	75,946	121,268	73,500	330,559	74,000	500	0.7%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	6/30/2019 ACTUAL	2020 PROPOSED	2020 Proposed vs Adopted	2019
Other Financing Sources									
	TRANS TO CLOSE FUNDS	-	-	-	-	-	-	-	*
	USE OF RESERVE FUNDS	-	-	-	-	-	-	-	*
	Subtotal - Other Financing Sources	-	-	-	-	-	-	-	*
TOTAL REVENUES		2,640,784	2,724,781	2,859,664	2,792,915	484,652	2,957,697	164,782	5.9%
EXPENDITURES									
MAYOR & COUNCIL									
101-41-1110-103	SALARIES	20,115	20,115	20,115	20,115	10,058	20,115	-	0.0%
101-41-1110-120	PAYROLL TAXES	1,539	1,539	1,539	1,539	769	1,539	0	0.0%
101-41-1110-201	OFFICE SUPPLIES	550	224	46	200	19	200	-	0.0%
101-41-1110-322	POSTAGE	5,137	4,455	4,508	7,430	2,023	4,870	(2,560)	-34.5%
101-41-1110-331	TRAVEL/CONFERENCES	1,604	884	1,781	3,000	1,909	3,000	-	0.0%
101-41-1110-350	PRINTING & PUBLISHING	7,589	8,197	8,277	7,700	4,236	16,100	8,400	109.1%
101-41-1110-433	DUES & MEMBERSHIPS	11,755	11,690	11,806	12,782	5,736	11,310	(1,473)	-11.5%
101-41-1110-495	MISCELLANEOUS	277	590	2,614	850	33	1,525	675	79.4%
	TOTAL MAYOR & COUNCIL	48,566	47,693	50,686	53,616	24,782	58,659	5,043	9.4%
CITY ADMINISTRATION									
101-41-1320-101	SALARIES	105,832	100,928	101,506	110,538	56,530	114,986	4,448	4.0%
101-41-1320-102	SALARIES OT	225	-	-	-	-	-	-	*
101-41-1320-120	PAYROLL TAXES	15,031	14,907	14,881	16,901	8,194	17,420	519	3.1%
101-41-1320-130	INSURANCE	13,148	14,285	18,340	20,186	12,526	22,836	2,650	13.1%
101-41-1320-201	OFFICE SUPPLIES	9	6	3	883	41	1,160	278	31.4%
101-41-1320-307	CONSULTING	8,400	-	-	8,500	2,726	1,000	(7,500)	-88.2%
101-41-1320-331	TRAVEL/CONFERENCES	1,584	1,275	3,332	3,620	1,865	3,500	(120)	-3.3%
101-41-1320-433	DUES & MEMBERSHIPS	171	658	585	657	145	1,061	404	61.4%
101-41-1320-435	BOOKS & MAGAZINES	39	113	126	-	-	-	-	*
101-41-1320-495	MISCELLANEOUS	1,549	2,000	-	200	-	200	-	0.0%
	TOTAL CITY ADMINISTRATION	145,988	134,173	138,773	161,485	82,027	162,163	678	0.4%
ELECTIONS									
101-41-1410-102	SALARIES OT	1,489	540	728	-	-	-	-	*
101-41-1410-103	SALARIES PT	9,030	2,793	10,303	4,112	-	24,326	20,214	491.6%
101-41-1410-120	PAYROLL TAXES	222	91	109	-	-	1,861	1,861	*
101-41-1410-201	OFFICE SUPPLIES	341	36	313	500	-	500	-	0.0%
101-41-1410-322	POSTAGE	-	9	15	53	-	53	-	0.0%
101-41-1410-331	TRAVEL/CONFERENCES	266	67	208	200	-	300	100	50.0%
101-41-1410-350	PRINTING & PUBLISHING	141	665	46	100	-	400	300	300.0%
101-41-1410-404	EQUIP MTC CONTRACT	1,115	-	-	-	-	-	-	*
101-41-1410-411	EQUIPMENT RENT	-	1,140	2,243	1,200	1,114	1,200	-	0.0%
	TOTAL ELECTIONS	12,605	5,340	13,965	6,165	1,114	28,640	22,475	364.6%
CABLE TV									
101-41-1430-103	SALARIES PT	1,092	1,152	1,225	1,300	672	1,440	140	10.8%
101-41-1430-120	PAYROLL TAXES	83	88	94	197	51	110	(87)	-44.1%
101-41-1430-201	SUPPLIES	15	-	-	200	-	100	(100)	-50.0%
101-41-1430-219	MISC SUPPLIES	-	-	14	-	35	-	-	*
101-41-1430-404	EQUIPMENT MAINTENANCE	245	-	-	250	-	250	-	0.0%
101-41-1430-411	EQUIPMENT RENTAL	1,501	5,500	7,500	9,100	-	8,919	(181)	-2.0%
	TOTAL CABLE TV	2,936	6,740	8,833	11,047	759	10,819	(228)	-2.1%
FINANCE									
101-41-1500-101	SALARIES FT	73,335	75,377	70,200	86,308	41,994	82,611	(3,698)	-4.3%
101-41-1500-102	SALARIES OT	1,027	105	33	1,175	-	1,175	-	0.0%
101-41-1500-120	PAYROLL TAXES	10,657	11,059	10,227	13,282	5,592	12,515	(767)	-5.8%
101-41-1500-130	INSURANCES	5,599	12,012	15,562	17,014	9,499	16,614	(401)	-2.4%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	6/30/2019 ACTUAL	2020 PROPOSED	2020 Proposed 2019 vs Adopted	
101-41-1500-142	UNEMPLOYMENT	-	-	1,776	-	847	-	-	*
101-41-1500-155	EMPLOYEE REIMB EXPENSE	5,780	4,127	4,283	-	(180)	-	-	*
101-41-1500-201	OFFICE SUPPLIES	2,486	2,683	5,896	2,900	2,579	4,800	1,900	65.5%
101-41-1500-218	UNIFORMS	820	1,014	906	1,000	666	800	(200)	-20.0%
101-41-1500-301	AUDITING	27,492	26,548	23,946	24,500	11,658	25,123	623	2.5%
101-41-1500-306	EMPLOYMENT PHYSICALS & TESTING	-	141	-	330	118	330	-	0.0%
101-41-1500-307	CONSULTING	1,658	-	-	4,367	600	600	(3,767)	-86.3%
101-41-1500-314	CONTRACT SERVICES	26,883	26,971	27,045	30,950	26,645	34,012	3,062	9.9%
101-41-1500-322	POSTAGE	-	489	602	1,000	50	700	(300)	-30.0%
101-41-1500-331	TRAVEL/CONFERENCES	675	1,954	943	1,910	235	1,491	(419)	-21.9%
101-41-1500-350	PRINTING & PUBLISHING	597	551	96	3,350	42	1,100	(2,250)	-67.2%
101-41-1500-404	MTC EQUIPMENT	54	-	-	800	-	800	-	0.0%
101-41-1500-405	MAINT CONTRACTS	8,482	15,569	20,268	22,944	9,882	22,911	(33)	-0.1%
101-41-1500-411	EQUIPMENT RENTAL	3,635	2,462	927	927	-	1,971	1,045	112.7%
101-41-1500-431	CASH SHORT/OVER	-	(15)	21	-	-	-	-	*
101-41-1500-433	DUES & MEMBERSHIPS	1,152	320	375	660	160	260	(400)	-60.6%
101-41-1500-435	BOOKS & MAGAZINES	-	19	19	25	-	25	-	0.0%
101-41-1500-440	BANK CHARGES	142	164	3,490	300	963	2,000	1,700	566.7%
101-41-1500-495	MISCELLANEOUS	-	(279)	39	-	12	-	-	0.0%
	TOTAL FINANCE	170,472	181,270	186,652	213,742	111,362	209,838	(3,904)	-1.8%
	CITY ATTORNEY								
101-41-1610-304	GENERAL LEGAL FEES	19,486	12,265	25,606	30,000	11,947	30,000	-	0.0%
	PLANNING & ZONING								
101-41-1910-201	OFFICE SUPPLIES	37	68	29	150	19	150	-	0.0%
101-41-1910-307	CONSULTING	2,000	1,336	14,090	14,072	5,106	2,000	(12,072)	-85.8%
101-41-1910-322	POSTAGE	-	88	11	345	-	345	-	0.0%
101-41-1910-331	TRAVEL/CONFERENCES	-	-	-	250	-	100	(150)	-60.0%
101-41-1910-350	PUBLISHING & PRINTING	78	52	51	500	59	100	(400)	-80.0%
101-41-1910-433	DUES & MEMBERSHIPS	370	-	-	350	-	350	-	0.0%
	TOTAL PLANNING & ZONING	2,485	1,544	14,181	15,667	5,183	3,045	(12,622)	-80.6%
	ENGINEERING								
101-41-1930-303	ENGINEERING-GENERAL	6,553	17,591	11,583	2,000	1,959	5,000	3,000	150.0%
	TOTAL ENGINEERING	6,553	17,591	11,583	2,000	1,959	5,000	3,000	150.0%
	GENERAL GOVERNMENT BUILDINGS								
101-41-1940-102	SALARIES OT	65	-	-	-	-	-	-	0.0%
101-41-1940-103	SALARIES PT	2,815	2,728	1,344	-	-	-	-	0.0%
101-41-1940-120	PAYROLL TAXES	225	209	103	-	-	-	-	0.0%
101-41-1940-219	MISC SUPPLIES	12	588	612	1,500	230	960	(540)	-36.0%
101-41-1940-314	CONTRACT SERVICES	-	-	2,554	-	293	3,521	3,521	0.0%
101-41-1940-321	COMMUNICATIONS	4,238	3,349	3,860	7,615	5,112	6,639	(977)	-12.8%
101-41-1940-322	POSTAGE	-	724	1,715	-	-	-	-	0.0%
101-41-1940-380	UTILITIES	6,563	7,192	7,289	7,303	3,045	7,688	385	5.3%
101-41-1940-402	BUILDING MAINTENANCE	2,594	1,634	3,780	26,081	13,893	8,328	(17,753)	-68.1%
101-41-1940-405	MAINTENANCE CONTRACTS	106	406	275	838	-	585	(253)	-30.1%
101-41-1940-411	EQUIPMENT RENTAL	2,276	1,270	1,270	593	-	9,593	9,000	1517.4%
101-41-1940-412	BUILDING RENTAL	-	-	-	-	-	11,550	11,550	0.0%
	TOTAL GEN GOVT BUILDINGS	18,893	18,100	22,802	43,930	22,573	48,863	4,934	11.2%
	POLICE								
101-42-2100-304	LEGAL PROSECUTIONS	46,364	43,341	42,777	55,000	18,723	55,000	-	0.0%
101-42-2100-314	SERVICES	937,210	980,270	978,528	1,005,043	502,522	1,072,072	67,029	6.7%
101-42-2100-316	CONTRACTED COMMUNITY OUTREAC	5,000	5,000	5,000	5,000	-	5,000	-	0.0%
101-42-2100-404	EQUIPMENT MAINTENANCE	1,054	1,943	1,107	250	554	1,200	950	380.0%
101-42-2100-411	EQUIPMENT RENTAL	1,100	1,300	1,300	1,300	-	1,300	-	0.0%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	6/30/2019 ACTUAL	2020 PROPOSED	2020 Proposed 2019 vs Adopted	
TOTAL POLICE		990,728	1,031,853	1,028,712	1,066,593	521,798	1,134,572	67,979	6.4%
FIRE									
101-42-2210-314	CONTRACT SERVICE	274,692	329,962	334,761	342,392	171,196	353,848	11,456	3.3%
101-42-2210-404	VEHICLE/BUILDING MAINTENANCE	1,470	-	-	-	-	-	-	*
101-42-2210-411	BUILDING IMPROVEMENTS	-	-	-	-	-	-	-	*
TOTAL FIRE		276,162	329,962	334,761	342,392	171,196	353,848	11,456	3.3%
BUILDING INSPECTIONS									
101-42-2400-201	INSP FEES-OFFICE SUPPLIES	-	34	11	250	-	250	-	0.0%
101-42-2400-310	INSP FEES-ELECTRIC	2,934	2,035	5,663	3,000	1,748	3,000	-	0.0%
101-42-2400-311	INSP FEES-BUILDING	31,502	42,125	67,488	28,285	520	29,485	1,200	4.2%
101-42-2400-331	TRAVEL/CONFERENCES	78	28	24	200	-	200	-	0.0%
101-42-2400-404	MAINTENANCE OF EQUIPMENT	-	-	-	250	-	250	-	0.0%
101-42-2400-435	BOOKS & MAGAZINES	-	-	-	100	-	100	-	0.0%
TOTAL BUILDING INSPECTIONS		34,613	44,272	73,236	32,085	2,268	33,285	1,200	3.7%
ANIMAL CONTROL									
101-42-2700-219	MISC SUPPLIES	-	-	-	-	-	-	-	*
101-42-2700-314	CONTRACT SERVICES	-	-	179	1,200	-	1,200	-	0.0%
TOTAL ANIMAL CONTROL		-	-	179	1,200	-	1,200	-	0.0%
STREETS									
101-43-3100-101	SALARIES FT	52,631	54,880	50,821	53,608	27,156	56,139	2,531	4.7%
101-43-3100-102	SALARIES OT	2,889	625	8,388	6,000	6,475	7,000	1,000	16.7%
101-43-3100-103	SALARIES PT	478	-	-	-	767	2,000	2,000	*
101-43-3100-120	PAYROLL TAXES	8,277	8,171	8,739	9,181	5,009	9,822	640	7.0%
101-43-3100-130	INSURANCE	8,511	8,903	8,831	11,338	5,531	10,591	(747)	-6.6%
101-43-3100-212	MTR FUEL & LUBS	1,361	1,371	2,792	3,730	2,681	3,730	-	0.0%
101-43-3100-214	TOOLS	562	1,535	166	3,013	15	715	(2,298)	-76.3%
101-43-3100-215	SHOP SUPPLIES	768	669	1,210	1,200	562	900	(300)	-25.0%
101-43-3100-218	UNIFORMS	566	408	572	600	472	600	-	0.0%
101-43-3100-219	MISC SUPPLIES	7,047	10,759	11,784	15,200	7,381	19,200	4,000	26.3%
101-43-3100-307	CONSULTING	367	500	-	422	333	350	(72)	-17.1%
101-43-3100-314	CONTRACTED SERVICES	-	-	-	-	19	247	247	*
101-43-3100-331	TRAVEL/CONFERENCES	150	175	-	325	131	200	(125)	-38.5%
101-43-3100-350	PRINT PUBLISHING	-	-	-	-	-	-	-	*
101-43-3100-380	UTILITIES	1,403	1,472	1,524	2,000	786	1,572	(428)	-21.4%
101-43-3100-390	STREET LIGHT UTILITIES	26,594	22,902	22,111	26,053	8,940	21,300	(4,753)	-18.2%
101-43-3100-401	BUILDING MAINTENANCE	719	1,690	1,346	3,620	1,763	2,900	(720)	-19.9%
101-43-3100-402	STREET LIGHT MAINTENANCE	14,744	17,036	9,236	15,500	2,804	12,500	(3,000)	-19.4%
101-43-3100-403	STREET MAINTENANCE	9,544	9,693	4,543	25,670	4,043	15,200	(10,470)	-40.8%
101-43-3100-404	EQUIPMENT MAINTENANCE	7,024	5,923	3,292	7,000	5,855	7,000	-	0.0%
101-43-3100-405	SIGNAL LIGHT CONTROL (OPTICON)	190	1,419	-	900	404	900	-	0.0%
101-43-3100-406	MAINT WALKWAYS	12,308	-	-	-	-	-	-	*
101-43-3100-407	ANOKA CTRY TRAIL JPA	-	-	17,289	-	-	-	-	*
101-43-3100-411	EQUIPMENT RENTAL	30,360	30,360	35,111	34,611	-	50,026	15,415	44.5%
101-43-3100-413	CAPITAL IMPROVEMENT (LEASE)	5,096	5,096	-	37,710	-	57,401	19,691	52.2%
101-43-3100-433	DUES SUBCRIPTIONS	-	-	-	-	-	-	-	*
101-43-3100-535	STREET IMPROVEMENTS	-	-	3,938	-	-	-	-	*
TOTAL STREETS		191,591	183,587	191,694	257,682	81,125	280,293	22,611	8.8%
PARKS									
101-45-5202-101	SALARIES FT	162,692	172,519	145,041	158,182	76,290	158,512	329	0.2%
101-45-5202-102	SALARIES OT	1,655	381	2,569	1,500	731	1,500	-	0.0%
101-45-5202-103	SALARIES PT	18,185	14,342	22,698	30,450	6,893	30,450	-	0.0%
101-45-5202-120	PAYROLL TAXES	25,923	25,681	23,614	26,707	11,757	26,984	277	1.0%
101-45-5202-130	INSURANCE	21,641	22,266	22,896	28,777	13,308	28,312	(465)	-1.6%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	6/30/2019 ACTUAL	2020 PROPOSED	2020 2019	Proposed vs Adopted
101-45-5202-142	REEMPLOYMENT	-	-	-	510	-	510	-	0.0%
101-45-5202-201	OFFICE SUPPLIES	26	56	176	100	193	350	250	250.0%
101-45-5202-212	MOTOR FUEL & LUBS	4,351	4,661	6,982	7,475	4,080	7,200	(275)	-3.7%
101-45-5202-214	TOOLS	449	528	2,411	963	431	5,000	4,037	419.2%
101-45-5202-215	SUPPLIES SHOP	1,341	1,405	1,806	1,800	1,118	3,300	1,500	83.3%
101-45-5202-216	SUPPLIES CHEMICAL	171	1,437	64	4,000	1,327	2,000	(2,000)	-50.0%
101-45-5202-218	UNIFORMS	1,779	902	2,168	1,815	1,611	1,815	-	0.0%
101-45-5202-219	SUPPLIES MISC	123	96	607	150	143	300	150	100.0%
101-45-5202-306	PHYSICALS	722	-	537	750	345	500	(250)	-33.3%
101-45-5202-307	CONSULTING	367	500	-	422	333	350	(72)	-17.1%
101-45-5202-314	CONTRACT SERVICE	-	-	750	150	94	397	247	164.7%
101-45-5202-321	COMMUNICATIONS	975	976	1,198	1,827	664	1,852	24	1.3%
101-45-5202-322	POSTAGE	-	7	3	200	-	100	(100)	-50.0%
101-45-5202-331	TRAVEL/CONFERENCES	771	353	185	1,715	798	1,815	100	5.8%
101-45-5202-350	PRINTING & PUBLISHING	438	580	635	500	40	500	-	0.0%
101-45-5202-380	UTILITIES	5,071	5,757	6,358	6,000	3,547	6,272	272	4.5%
101-45-5202-401	BUILDING MAINTENANCE	8,725	11,221	8,944	22,000	9,984	26,700	4,700	21.4%
101-45-5202-403	VILLAGE MAINTENANCE	3,870	50	591	6,500	854	6,500	-	0.0%
101-45-5202-404	EQUIPMENT MAINTENANCE	7,167	7,267	11,702	7,600	6,875	8,500	900	11.8%
101-45-5202-411	EQUIPMENT RENTAL	32,484	31,141	32,322	32,663	-	35,474	2,811	8.6%
101-45-5202-412	CAPITAL IMPROVEMENT(LEASE)	2,804	2,804	-	7,941	-	25,838	17,898	225.4%
101-45-5202-413	PARK EQUIP REPLACEMENT FUND	19,236	19,237	19,237	27,358	-	25,552	(1,806)	-6.6%
101-45-5202-415	PARK BUILDING RENTAL	793	847	857	1,680	352	1,440	(240)	-14.3%
101-45-5202-433	DUES & MEMBERSHIPS	-	-	60	590	-	510	(80)	-13.6%
101-45-5202-435	BOOKS & MAGAZINES	-	-	44	50	-	50	-	0.0%
101-45-5202-490	REC/COMM SERVICES/ADVERTISING	3,700	3,700	3,700	3,700	-	3,700	-	0.0%
101-45-5202-530	PARK SHOP IMPROVEMENTS	-	-	-	-	-	-	-	*
101-45-5202-535	OTHER IMPROVEMENTS	-	-	-	-	-	-	-	*
101-45-5202-580	OTHER EQUIPMENT	-	4,755	-	-	3,806	-	-	0.0%
TOTAL PARKS		325,458	333,466	318,151	384,075	145,573	412,283	28,208	7.3%
GOLDEN LAKE									
101-46-6101-103	SALARIES PT	19,709	20,025	17,429	19,895	5,770	19,895	-	0.0%
101-46-6101-120	PAYROLL TAXES	1,508	1,532	1,333	1,522	441	1,522	(0)	0.0%
101-46-6101-217	SUPPLIES RESALE	4,568	4,888	5,351	5,000	2,342	5,000	-	0.0%
101-46-6101-218	UNIFORMS	326	436	-	500	483	500	-	0.0%
101-46-6101-219	MISC SUPPLIES	1,271	1,615	1,266	1,300	866	2,300	1,000	76.9%
101-46-6101-303	ENGINEERING	-	-	-	2,000	1,967	2,000	-	0.0%
101-46-6101-306	PHYSICALS & TESTING	1,241	501	669	1,200	78	1,200	-	0.0%
101-46-6101-307	CONSULTING	-	-	-	250	-	250	-	0.0%
101-46-6101-314	CONT SERVICE(GOOSE CON)	-	1,900	1,600	-	-	-	-	*
101-46-6101-321	COMMUNICATIONS	476	909	474	444	207	456	12	2.7%
101-46-6101-331	TRAVEL/CONFERENCES	114	105	45	100	16	100	-	0.0%
101-46-6101-350	PRINTING & PUBLISHING	-	460	489	650	-	650	-	0.0%
101-46-6101-380	UTILITIES	8,065	8,330	8,234	7,875	3,133	8,300	425	5.4%
101-46-6101-401	BUILDING/GROUNDS MTC	2,114	2,406	7,588	3,000	988	6,000	3,000	100.0%
101-46-6101-404	EQUIPMENT MAINTENANCE	-	-	250	3,000	-	250	(2,750)	-91.7%
101-46-6101-412	RENTAL CAPITAL IMPROV	1,200	1,200	-	2,350	-	14,350	12,000	510.6%
101-46-6101-415	EQUIPMENT RENTAL	793	711	822	840	352	1,440	600	71.4%
101-46-6101-433	DUES & MEMBERSHIPS	-	-	-	-	-	-	-	*
101-46-6101-495	MISCELLANEOUS	368	315	315	-	-	315	315	*
TOTAL GOLDEN LAKE		41,753	45,333	45,865	49,926	16,644	64,528	14,602	29.2%
SHADE TREE PROGRAM									
101-46-6102-101	SALARIES FT	20,809	21,565	18,088	19,731	9,536	19,766	35	0.2%
101-46-6102-120	PAYROLL TAXES	3,035	3,065	2,642	3,018	1,390	3,046	28	0.9%
101-46-6102-130	INSURANCE	2,699	2,777	2,852	3,297	1,658	3,533	236	7.1%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	6/30/2019 ACTUAL	2020 PROPOSED	2020 2019	Proposed vs Adopted
101-46-6102-212	MOTOR FUEL & LUBS	226	368	419	650	13	650	-	0.0%
101-46-6102-214	TOOLS	641	1,123	631	1,000	-	1,000	-	0.0%
101-46-6102-218	UNIFORMS	267	106	270	280	160	280	-	0.0%
101-46-6102-219	MISC SUPPLIES	5,051	95	176	890	129	600	(290)	-32.6%
101-46-6102-314	CONTRACT SERVICES	16,965	16,825	16,679	20,550	1,550	31,256	10,706	52.1%
101-46-6102-322	POSTAGE	-	24	39	53	-	50	(3)	-5.7%
101-46-6102-331	TRAVEL/CONFERENCES	625	643	1,105	1,005	860	1,000	(5)	-0.5%
101-46-6102-350	PRINTING & PUBLISHING	-	199	-	100	-	100	-	0.0%
101-46-6102-404	EQUIPMENT MAINTENANCE	2,596	6,899	531	4,000	-	4,000	-	0.0%
101-46-6102-411	EQUIPMENT RENTAL	6,230	6,230	6,730	6,230	-	6,230	-	0.0%
101-46-6102-433	DUES & MEMBERSHIPS	-	-	445	175	-	175	-	0.0%
101-46-6102-435	BOOKS & MAGAZINES	-	-	-	25	-	-	(25)	-100.0%
101-46-6102-495	MISCELLANEOUS	-	-	-	-	375	-	-	*
TOTAL SHADE TREE PROGRAM		59,144	59,918	50,607	61,004	15,672	71,685	10,682	17.5%
UNALLOCATED									
101-49-9240-360	INSURANCE	49,145	59,707	51,849	60,307	50,444	48,975	(11,332)	-18.8%
101-49-9240-495	MISCELLANEOUS	(18,889)	-	5,000	-	-	-	-	*
101-49-9250-495	BUDGET CONTINGENCY	-	-	-	-	-	-	-	*
101-49-9280-735	TRANSFER TO STREET PROJ FUND	-	-	-	-	-	-	-	*
101-49-9360-000	TRANSFER FROM GENERAL FUND	-	-	150,000	-	-	-	-	*
TOTAL UNALLOCATED		30,256	59,707	206,849	60,307	50,444	48,975	(11,332)	-18.8%
TOTAL EXPENDITURES		2,377,689	2,512,814	2,723,135	2,792,915	1,266,427	2,957,697	164,782	5.900%
REVENUES OVER (UNDER) EXPENDITURES		263,095	211,967	136,528	0	(781,775)	(0)	(0)	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 Adopted Budget	2020 Proposed Budget
REVENUES			
Taxes			
101-31-1010-000	Ad Valorem Taxes	1,654,980	1,750,447
101-31-1040-000	Fiscal Disparities - Metro region tax base sharing	520,801	558,546
101-31-1915-000	Penalties & Interest	450	750
	Total Taxes	2,176,231	2,309,743
Licenses and Permits			
101-32-2110-000	Liquor Licenses - Two off sale liquor licenses	550	550
101-32-2120-000	Refuse Licenses	450	450
	<i>Waste Management, Ace, Allied</i>		
101-32-2130-000	Massage Licenses	1,000	1,000
101-32-2160-000	Contractor Licenses	5,200	4,000
	<i>Majority of licensing performed by State</i>		
101-32-2180-000	Tobacco License	800	600
101-32-2190-000	Rental Inspection Fees	4,300	4,000
101-32-2195-000	Gas Station	100	100
101-32-2215-000	Building Permits	35,000	30,000
	<i>Building projects, remodeling, decks, additions and garages</i>		
101-32-2216-000	Plan Review Fees	6,000	8,000
101-32-2220-000	Mechanical Permits	6,500	6,000
	<i>Gas furnaces, dryers, ranges, etc.</i>		
101-32-2230-000	Plumbing Permits	2,200	3,000
	<i>Water and sewer</i>		
101-32-2235-000	Electrical Permits	3,500	4,000
	<i>Higher estimate based upon historical trend</i>		
101-32-2237-000	Other Permits	1,000	1,000
	<i>Banner, sign, fence and driveway</i>		
101-32-2238-000	State Building Permit Surcharge	100	100
101-32-2240-000	Animal Licenses	100	175
101-32-2250-000	Merchant License	200	100
101-32-2270-000	Road Permits	400	500
101-32-2275-000	Right-of-Way Permits	1,000	500
	Total Licenses & Permits	68,400	64,075
Intergovernmental			
101-33-3401-000	Local Government Aid	371,402	408,419
101-33-3403-000	Local Performance Aid	-	700
101-33-3418-000	State Aid Road Maintenance (MSA)	4,860	4,860
101-33-3416-000	Police State Aid	50,000	50,000
	<i>Circle Pine's share only</i>		
101-33-3429-000	PERA State Aid	4,542	-
	Total Intergovernmental	430,804	463,979
Charges for Services			
101-34-4102-000	Ground Maintenance (Library)	1,950	2,000
101-34-4103-000	Accounting Services	14,080	14,400
	<i>Police (\$8,100), Fire (\$6,300)</i>		
101-34-4105-000	Copy / Fax / Notary Fees	1,000	500
101-34-4106-000	Building Rental Fees	2,200	2,000
	<i>Council Chambers / Conference Room</i>		
	<i>Food Shelf reimbursement for utilities / other</i>		
101-34-4108-000	Village Sign Lease	1,500	1,500
101-34-4701-000	Park Shelter Rents/Golden Lake	6,000	6,500
101-34-4115-000	Park Concessions	6,750	7,000
101-34-4125-000	EAB Injection Fees/Emerald Ash Borer treatments	-	-

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 Adopted Budget	2020 Proposed Budget
	<u>Total Charges for Services</u>	<u>33,480</u>	<u>33,900</u>
Fines			
101-35-5101-000	Court Fines	10,500	12,000
101-35-5102-000	Municipal Ticket Education Program	-	-
	<u>Total Fines</u>	<u>10,500</u>	<u>12,000</u>
Other			
101-36-6210-000	Interest Earnings	35,000	35,000
101-36-6215-000	Cable Franchise Fees	18,500	19,000
101-36-6235-000	Miscellaneous/Insurance / other refunds	20,000	20,000
	<u>Total Other</u>	<u>73,500</u>	<u>74,000</u>
	<u>TOTAL REVENUE</u>	<u>2,792,915</u>	<u>2,957,697</u>

Significant Changes and New Items / Projects requested for 2020:

BOTH PARKS & STREETS

Shop Kitchen Remodel	5,000
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STREETS

Dump Truck	200,000
Bobcat	75,000
Sealcoating (School, Canterbury, Robinhood, Cobbler, Tanner)	100,000
Curb at Village	30,000
New Salt Pad	10,000
Lester Pole Building Outfitted (lighting, electrical)	20,000
LED lights at Shop	10,000
Shop fence	50,000
Lexington Ave Fence	90,000

PARKS

Aspen Boardwalk	80,000
Canterbury/Little John Trail	30,000
Full Reconstruction of Baldwin Rink	95,000
LED Lights for all Park Buildings except Carl Eck	8,500
Mower Hoist Lift Assist	4,000
Drinking Fountains & Shower at Golden Lake	18,000

SHADE TREE

Ash Tree Removal	8,000
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ELECTIONS

Four elections held in 2020	15,000
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GENERAL BUILDING

Window replacement	10,000
Update Landscaping at City Hall	8,000
Generator Auto Switch	15,000
LED lights at City Hall	25,000

Total	<u>906,500</u>
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EXPENDITURES

Department:		Mayor & City Council
101-41-1110-103	Mayor & Council Salaries	20,115
101-41-1110-120	Payroll Taxes 7.65%	1,539
101-41-1110-201	Office Supplies General Office supplies attributed to Mayor and Council activities	200
101-41-1110-322	Postage Correspondence from Council / Administrator on Council matters: Special mailings / city newsletters - 12 @ \$365 Postage permit Packets / Correspondence	4,870 4,380 240 250
101-41-1110-331	Travel, Conferences, Meetings League of MN Cities Council work sessions Expenses assoc with Citizen Participation Miscellaneous conferences, registrations & mileage reimbursement	3,000 2,000 250 500 250
101-41-1110-350	Printing & Publishing City Newsletters - 12 @ \$1300 (now color) Public hearing notices & other legal notices	16,100 15,600 500
101-41-1110-433	Dues & Memberships League of MN Cities Metro Cities Anoka County Mediation North Metro Mayors Anoka County Encomic Development MN Mayors Association Quad Cities Chamber	11,310 5,654 2,292 546 2,500 275 50% 138 30 150
101-41-1110-495	Miscellaneous Plaques, awards and other recognitions City recognition program	1,525 750 775
	TOTAL for department	58,659

EXPENDITURES

Department:		City Administration		
101-41-1320-101	Administration Salaries			114,986
101-41-1320-120	Payroll Taxes			17,420
101-41-1320-130	Insurance			22,836
101-41-1320-201	Office Supplies			1,160
	General Office supplies	10,000	2%	200
	Software Updates-Adobe Creativ	2,400	40%	960
101-41-1320-307	Consulting			1,000
	Labor consulting			1,000
101-41-1320-331	Travel, Conferences, Meetings			3,500
	MAMA meetings	6 @ \$150	40%	360
	ICMA Annual Conference	3,000	40%	1,200
	MCMA Spring Conference	650	40%	260
	Compass Leadership Group	1,450	40%	580
	LMC Annual Conference			500
	Miscellaneous conferences, registrations & mileage reimbursements			300
	City Training Fund	1,500	20%	300
101-41-1320-433	Dues & Memberships			1,061
	MAMA			62
	ICMA			400
	MCMA			150
	Chain of Lakes Rotary Club			450
101-41-1320-435	Books and Pamphlets			200
	ICMA books			100
	LMC / other periodicals			100
	TOTAL for department			<u>162,163</u>

EXPENDITURES

Department:		Elections
101-41-1410-103	<i>Election Salaries</i>	24,326
101-41-1410-120	<i>Payroll Taxes</i>	1,861
101-41-1410-201	<i>Supplies</i>	500
101-41-1410-322	<i>Postage</i>	53
101-41-1410-331	<i>Travel, Conferences & Schools</i> Mileage reimbursement	300
101-41-1410-350	<i>Printing & Publications</i> Notices	400
101-41-1410-411	<i>Equipment Rental</i>	1,200
	TOTAL for department	28,640

EXPENDITURES

Department:		Cable TV
101-41-1430-103	Cable TV PT Salaries	1,440
101-41-1430-120	Payroll Taxes	110
101-41-1430-219	Miscellaneous Supplies Supplies for recording public meetings, etc.	100
101-41-1430-404	Maintenance of Equipment	250
101-41-1430-411	Equipment Rental	8,919
	TOTAL for department	10,819

EXPENDITURES

Department:				Finance	
101-41-1500-101	Finance Salaries				82,611
101-41-1500-102	Overtime				1,175
101-41-1500-120	Payroll Taxes				12,515
101-41-1500-130	Insurance				16,614
101-41-1500-201	Office Supplies				4,800
	General office supplies for city operations; paper, envelopes, folders, pens	10,000	48%		
101-41-1500-218	Uniforms	1,600	50%	800	800
101-41-1500-301	Audit Services				25,123
	Estimate for 2019 audit	38,651	65%		
101-41-1500-306	Employment Physicals & Testing				330
101-41-1500-307	Consulting				600
	EAP (Employee Assist. Program)	1,501	40%	600	
101-41-1500-314	Contracted Services				34,012
	Property assessment (County)			29,500	
	TNT notices (County)			750	
	Shredding Service (Shred-N-Go)	270	60%	162	
	Investment Management Fee (Ehlers)			3,600	
101-41-1500-322	Postage				700
	City's general mailing and postage				
101-41-1500-331	Travel, Conferences, Meetings				1,491
	Civic Systems conference / training				
	Registration (\$225 each)	450	60%	270	
	Hotel & meals	400	60%	240	
	Travel	250	60%	150	
	MNGFOA Conference				
	Registration (\$210 in 2019)	250	60%	150	
	Hotel & meals	250	60%	150	
	Travel	150	60%	90	
	Ehler's				
	Registration	300	60%	180	
	Travel	60	60%	36	
	City Training Fund	1,500	15%	225	
101-41-1500-350	Printing & Publishing				1,100
	Ordinances / code publications			200	
	TNT / other legal notices			550	
	Employment ads			200	
	Other			150	

EXPENDITURES

Department:				Finance
101-41-1500-404	Maintenance of Equipment			800
	Office equipment repairs	2,000	40%	800
101-41-1500-405	Maintenance Contracts			22,911
	Copy machine	2,000	60%	1,200
	Caselle software	9,900	60%	5,940
	Metro I-Net - City of Roseville [IT]	39,428	40%	15,771
101-41-1500-411	Equipment Rental			1,971
	2019 - New copy machine	7,885	4 yrs	1,971
101-41-1500-433	Dues & Memberships			260
	GFOA	1 membership		160
	Notary	2 memberships		40
	MNGFOA	1 membership		60
101-41-1500-435	Subscriptions			25
	Miscellaneous			
101-41-1500-440	Bank Service Fees			2,000
	TOTAL for department			<u>209,838</u>

EXPENDITURES

Department:		City Attorney
101-41-1610-304	Legal Fees	30,000
	General legal work	30,000
	TOTAL for department	<u>30,000</u>
Department:		Planning & Zoning
101-41-1910-201	Office Supplies	150
101-41-1910-307	Consulting	2,000
	Comp Plan	
101-41-1910-322	Postage	345
	Commission packets, mailings and correspondence	
101-41-1910-331	Travel, Conferences, Meetings	100
	Seminars and mileage reimbursement	
101-41-1910-350	Printing & Publication	100
	Public hearing notices Zoning code changes Miscellaneous	
101-41-1910-433	Dues	350
	TOTAL for department	<u>3,045</u>
Department:		Engineering
101-41-1930-303	Engineering Services	5,000
	TOTAL for department	<u>5,000</u>
	TOTAL LEGAL, PLANNING & ENGINEERING	<u>38,045</u>

EXPENDITURES

Department:		General Building Maintenance		
101-41-1940-219	Supplies			960
	Towels, tissues, ice melt, lights and cleaning supplies	1,600	60%	960
101-41-1940-314	Contract Services			3,521
	Coverall [Custodial Services]-Shop	5,868	60%	3,521
101-41-1940-321	Communications			6,639
	Anoka County [Broadband]	1,800	50%	900
	Comcast [Internet]	900	50%	450
	GovOffice [2020 Connect Upgrade]	1,800	50%	900
	GovOffice [Website Host]			800
	Metro I-Net, Roseville [Phones]	7,177	50%	3,589
101-41-1940-380	Utilities			7,688
	Connexus Energy (Electric) - Office	8,700	60%	5,220
	Centennial Utilities (Gas) - Office	3,838	60%	2,303
	WH Security (Security System)	275	60%	165
101-41-1940-402	City Hall Building Maintenance			8,328
	Contracted services for plumbing, electrical, carpet cleaning painting and other maintenance	7,500	60%	4,500
	Cintas [Bath Custodial Serv]-CH	3,380	60%	2,028
	2020 Painting Council Chambers	3,000	60%	1,800
101-41-1940-405	Maintenance Contracts			585
	Fire alarm system	325	60%	195
	Fire sprinkler system	275	60%	165
	Fire extinguishers	375	60%	225
			<u>Yrs</u>	
101-41-1940-411	Equipment Rental			9,593
	2005 Workstation / chair	2,646	15	176
	2013 Phone system	4,167	10	417
	2020 Auto Switch for Generator	15,000	60%	9,000
101-41-1940-412	Building Rental			11,550
	TOTAL for department			<u>48,863</u>

EXPENDITURES

Department:		Police
101-42-2100-304	Prosecutions Attorney fees for prosecutions	55,000
101-42-2100-314	Contracted Police Services Police contracted services based on Circle Pines' share per JPA	1,072,072
101-42-2100-316	Contracted Services Alexandria House - community outreach	5,000
101-42-2100-404	Maintenance of Equipment	1,200
101-42-2100-411	Equipment Rental Siren monitoring and repair	1,300
	TOTAL for department	<u>1,134,572</u>

Department:		Fire
101-42-2210-314	Contracted Fire Services Fire contracted services based on Circle Pines' share per JPA	353,848
	Fire capital equipment portion	40,000
	TOTAL for department	<u>353,848</u>

EXPENDITURES

Department:		Building Inspection
101-42-2400-201	Supplies Forms and information material	250
101-42-2400-310	Electrical Inspection Fees	3,000
101-42-2400-311	Building Inspection Fee Building, plumbing and mechanical inspection fees Rental inspection fees	29,485 26,885 2,600
101-41-2100-404	Maintenance of Equipment	250
101-42-2400-331	Travel and Conferences	200
101-42-2400-435	Books and Pamphlets Code books	100
	TOTAL for department	<u>33,285</u>

Department:		Animal Control
101-42-2700-314	Animal Control Contract	1,200
	TOTAL for department	<u>1,200</u>

EXPENDITURES

Department:					Streets
101-43-3100-101	Streets Salaries Full Time				56,139
101-43-3100-102	Overtime				7,000
101-43-3100-103	Part-time & Seasonal Wages				2,000
101-43-3100-120	Payroll Taxes				9,822
101-43-3100-130	Insurance				10,591
101-43-3100-212	Motor Fuel				3,730
	'14 and '05 Sterling dumps, diesel street sweeper, trash pump, air compressor, front-end loader and miscellaneous equipment				
	100 gallons gasoline @ \$2.8			280	
	1,000 gallons diesel fuel @ \$3.10			3,100	
	Misc. oil and lubricants			350	
101-43-3100-214	Street Tools & Supplies				715
	Miscellaneous hand tools, automotive tools, rakes, etc.	2,150	10%	215	
	Tools for streets			500	
101-43-3100-215	Shop Supplies				900
	Miscellaneous supplies & equip <i>paint, brushes, degreaser bug and weed spray, etc.</i>	3,000	10%	300	
	General shop supplies - <i>Welding rods, gas cylinders, floor dry, gloves, tools, etc.</i>	2,000	10%	200	
	General cleaning supplies - <i>Toilet paper, shop rages, soap, brooms, etc.</i>	1,000	10%	100	
	Safety supplies			300	
101-43-3100-218	Uniforms				600
	600/person x 10	6,000	10%	600	
101-43-3100-219	Misc Supplies				19,200
	Snowplow blades	4 x 550		2,200	
	Deicing material	200 tons	\$ 85	17,000	
101-43-3100-307	Consulting				350
	Safety program	3,500	10%	350	
101-43-3100-314	Contracted Services				247

EXPENDITURES

Department:				Streets
	Cintas [Bath Custodial Serv]-shop	2,470	10%	247
101-43-3100-331	Travel and Conferences			200
	Sweeper school, operator equipment training, misc.			
101-43-3100-380	Shop Utilities			1,572
	Centennial Utilities - shop	8,000	10%	800
	Connexus (Electric) - shop	6,500	10%	650
	Connexus (Electric) - pole barn	200	10%	20
	Connexus (Electric) - Gate / security ligh	1,020	10%	102
101-43-3100-390	Street Light Utilities			21,300
	Connexus (Electric) - street lights			13,000
	Village lights			3,900
	Xcel Energy - street lights @ Indian Hills			3,000
	Stop light/ Civic Hts Circle/Firebarn & Lake Dr			500
	Stop light/ S. Pine Drive/Pine & Lake Dr			900
101-43-3100-401	Maintenance Bldgs & Structures			2,900
	General bldg maintenance / repairs	8,000	20%	1,600
	Shop roof repairs	5,000	20%	1,000
	LED Shop lights	5 @ \$300 = 1,500	20%	300
101-43-3100-402	Street Light Repair			12,500
	City-owned lights, placement & repair			12,500
101-43-3100-403	Maintenance of Streets			15,200
	Maintenance and repair of			
	Lexington Avenue fence			1,000
	Street surface repairs			1,000
	Blacktop repairs			1,000
	Crack-filling			3,500
	Winter pothole mix			1,500
	Sod repair			300
	Snowplow damage repair			500
	Curb replacement			2,000
	Traffic paint			900
	Street signs - ID posts, signposts holders, street ID signs, traffic sign replacements			3,500
101-43-3100-404	Maintenance of Equipment			7,000
	Vehicle & equipment parts as needed for basic repair and maintenance of:			
	front-end loader, dump trucks, plows, street sweeper, roller, and			

EXPENDITURES

Department:				Streets
	Bobcat skid-steer		50%	7,000
101-43-3100-405	Street Light Maintenance Contract			900
101-43-3100-411	Equipment Rental			50,026
	Rental payments to Equipment Fund:			
	2012 Street Sweeper	160,082 / 20 yrs		8,004
	2013 Floor jack	2,493 / 10 yrs		250
	2014 Case roller w/ felling trailer	38,505/ 20 yrs		1,925
	2015 Case Backhoe	74,133 / 10 yrs	10%	741
	2015 Dump truck, plow & sander	186,484 / 15 yrs		12,432
	2016 Hoist (replacement)	15,000 / 10 yrs		1,500
	2018 Loader	190,000 / 20 yrs		9,500
	2019 Paintsprayer w/ attachment	8,400 / 10 yrs		840
	2020 Dump Truck	200,000 / 15 yrs		13,333
	2020 Bobcat	75,000 / 10 yrs	20%	1,500
101-43-3100-413	Capital Improvements Fund Revolving Payments			57,401
	1996 Public Works Building	1,094,852 / 40 yrs	10%	2,737
	2013 Shop floor, garage	6,697 / 10 yrs	10%	67
	2018 Shop floor, office	8,640 / 10 yrs	10%	86
	2018 Misc Mill & Overlay (various)	32,275 / 5 yrs		6,455
	2019 City Campus Lights	40,000 / 10 yrs		4,000
	2019 City Hall Parking, Island Removal	80,000 / 10 yrs	60%	4,800
	2019 Lester Pole Building	85,200 / 20 yrs	25%	1,065
	2020 Lester Pole Bldg Outfitted	20,000 / 20 yrs	25%	250
	2020 Shop Kitchen Remodel	5,000 / 10 yrs	10%	50
	2020 New Salt Pad	10,000 / 15 yrs		667
	2020 Curb at Village	30,000 / 30 yrs		1,000
	2020 LED @ Shop	10,000 / 20 yrs	10%	50
	<u>Fencing</u>			
	2018 Shop fence-NW	9630 / 15 yrs	10%	64
	2019 Shop gate fence-W Gate	10,000 / 10 yrs	10%	100
	2020 Lexington Ave Fence - N	20,000 / 10 yrs		2,000
	2020 Lexington Ave Fence - rest	70,000 / 10 yrs		7,000
	2020 Shop fence-SW	10,000 / 15 yrs	10%	67
	2020 Shop fence-rest of fence	40,000 / 15 yrs	10%	267
	<u>Sealcoating</u>			
	2014 City Hall, shop, fire st. pkg lots	38,192 / 10 yrs	60%	2,292
	2019 WGLRD, West, Pine Hollow	70,693 / 7 yrs		10,099
	2020 Sch, Cantrbry, Robin, Cobbl, Tann,	100,000 / 7 yrs		14,286
	TOTAL for department			280,293

EXPENDITURES

Department:				Parks
101-45-5202-101	Parks Salaries Full Time			158,512
101-45-5202-102	Overtime			1,500
101-45-5202-103	Part-time & Seasonal Wages			30,450
101-45-5202-120	Payroll Taxes			26,984
101-45-5202-130	Insurance			28,312
101-45-5202-142	Re-employment Insurance			510
	Anticipated claims from seasonal employees			
101-45-5202-201	Park Office Supplies			350
	Scan maps - 2020			
101-45-5202-212	Motor Fuel & Lubrication			7,200
	2015 1 ton dump truck			
	2014 & 2012 F350 Pickups	1000 gallons x \$2.8		2,800
	Diesel tractor, 3 mowers, mini-truck			
	bobcat	1250 gallons x \$3.1		3,900
	Miscellaneous equipment -			
	lawnmowers, weed eater,			
	chainsaws, etc.			300
	Oil, lubricants			200
101-45-5202-214	Park Tools			5,000
	Miscellaneous hand tools	2,150	10%	215
	Park specific hand tools			
	Weed whip (1 each yr)			785
	2020 Mower Hoist Lift Assist			4,000
101-45-5202-215	Shop & Park Supplies			3,300
	Miscellaneous shop supplies	3,000	15%	450
	General shop supplies	2,000	10%	200
	General cleaning supplies	1,000	5%	50
	Park specific supplies			1,000
	2020 New Hockey Goals			1,600
101-45-5202-216	Supplies - Chemical / Fertilizer			2,000
	Herbicides and fertilizer products for parks and city land areas			
101-45-5202-218	Uniforms			1,815
	600 / person x 3 full-time employees	1,800	80%	1,440
	100 x 3.75 seasonal employees			375
101-45-5202-219	Miscellaneous Supplies			300
	Safety equipment, gloves, etc.			
101-45-5202-306	Employment Physicals & Hearing Tests			500

EXPENDITURES

Department:				Parks
101-45-5202-307	Consulting			350
	Safety program	3,500	10%	350
101-45-5202-314	Contracted Park Services			397
	Soil samples			25
	Equipment rental			125
	Cintas [Bath Custodial Serv]-shop	2,470	10%	247
101-45-5202-321	Mobile Phones			1,852
	3 smart phones @ \$51.44 per month			
101-45-5202-322	Postage			100
	Park packets			
101-45-5202-331	Travel and Conferences			1,815
	MN Park Supervisor Conference (4)			420
	Playground Safety Inspector			825
	Northern Green Expo			500
	Safety and seasonal recognition			70
101-45-5202-350	Printing & Publishing			500
	Drafting, blueprints, newspaper ads			
101-45-5202-380	Park Utilities			6,272
	Centennial Utilities -			
	Baldwin			900
	Inner			1,100
	Carl Eck			250
	Connexus Electric -			
	Baldwin & irrigation pump			1,250
	Inner			650
	Carl Eck			550
	Park share of shop utilities			
	Centennial Utilities - shop	8,000	10%	800
	Connexus (Electric) - shop	6,500	10%	650
	Connexus (Electric) - pole barn	200	10%	20
	Connexus (Electric) - Gate / security light	1,020	10%	102
101-45-5202-401	Parks Maintenance & Repair			26,700
	Irrigation - parks, city hall, fire station and Baldwin park system			
	Park facilities - electric, plumbing, parking lots			
	Trails, playground, ballfield (aglime, pea rock, timbers)			
	Paint, hardware, lumber and other items			12,000
	Trail Improvements			10,000
	2020 Rubber Flooring for Hockey Rinks			2,000
	2020 Change locks at Parks			2,700

EXPENDITURES

Department:		Parks		
101-45-5202-403	Village Maintenance		6,500	
	Irrigation		500	
	Fountain pond- motor repair		750	
	Fountain repair (in-ground)		1,500	
	Pond weed control		600	
	Banners		1,000	
	Labyrinth area trail upgrades		100	
	General maintenance		2,050	
101-45-5202-404	Maintenance of Park Equipment		8,500	
	Parts for repair and maintenance of:			
	2015 F350 pickup, 2014 F350 pickup,			
	2009 dump truck, 3 mowers,			
	Bobcat skid-steer,	50%		
	and Toolcat	70%	6,900	
	Small engine equipment		400	
	Lawn sweeper repair		700	
	Miscellaneous parts		500	
101-45-5202-411	Equipment Rental		35,474	
	Rental payments to Capital Equipment Fund:			
	2013 Jackhammer for Bobcat	6,626 / 10 yrs	663	
	2013 '13 Ford F350 / Plow [Vin 297]	35,324 / 10 yrs	3,532	
	2014 '15 Ford F250 / Plow [Vin 360]	30,731 / 10 yrs	3,073	
	2014 Toolcat	41,995 / 10 yrs	4,200	
	2015 '15 Ford F350 / Dump [Vin 579]	45,393 / 10 yrs	4,539	
	2015 Tractor & broom	36,796 / 20 yrs	1,840	
	2015 Broom attachment for mower	3,758 / 5 yrs	752	
	2015 Case Backhoe	74,133 / 10 yrs	741	
	2017 Mower/attachments	75,103 / 10 yrs	7,510	
	2018 Mower	56,432 / 10 yrs	5,643	
	2019 Toro Snowblower	5,785 / 5 yrs	1,157	
	2019 Sweep Star	26,077 / 20 yrs	1,304	
	2019 Toolcat attachments	5,200 / 10 yrs	520	
101-45-5202-412	Capital Improvements Fund Revolving Payments		25,838	
	1996 Public Works Building	1,094,852 / 40 yrs	10%	2737
	2013 Shop floor, garage	6,697 / 10 yrs	10%	67
	2018 Shop floor, office	8,640 / 10 yrs	10%	86
	2019 Trail - Golden Lake Rd to Village	100,000 / 20 yrs		5,000
	2020 Shop Kitchen Remodel	5000 / 10 yrs	10%	50
	2020 Aspen Boardwalk	80,000 / 20 yrs		4,000
	2020 LED Lights for all Park Bldgs	8,500 / 10 yrs		850
	2020 LED @ Shop	10,000 / 20 yrs	10%	50
	2020 Canterbury/Little John Trail	30,000 / 10 yrs		3,000
	2020 Full Recon Baldwin Rink	95,000 / 10 yrs		9,500
	<u>Fencing</u>			
	2018 Shop fence-NW	9630 / 15 yrs	10%	64
	2019 Shop gate fence-W Gate	10,000 / 10 yrs	10%	100

EXPENDITURES

Department:				Parks
	2020 Shop fence-SW	10000 / 15 yrs	10%	67
	2020 Shop fence-rest of fence	40000 / 15 yrs	10%	267
	2020 Carl Eck Building Demo			-
101-45-5202-413	Parks Capital Equipment Fund			25,552
	PLAYGROUND EQUIPMENT:			
	2005 Baldwin Park	54,757 / 20 yrs - 2020 last yr		2,738
	2007 Indian Hills	9,758 / 20 yrs		488
	2007 Inner Park structures	29,838 / 20 yrs		1,492
	2009 Golden Lake playground	65,369 / 15 yrs		4,358
	2012 Center Park	68,591 / 20 yrs		3,430
	2013 Golden Lake exercise eq	10,078 / 15 yrs		672
	2013 Carl Eck	29,999 / 20 yrs		1,500
	2014 Golden Lake & water play	95,629 / 15 yrs		6,375
	2019 City Hall playground	90,000 / 20 yrs		4,500
101-45-5202-415	Building Rental			1,440
	Baldwin portable handicap restroom	120 / mo. / 12 months		1,440
101-45-5202-433	Dues			510
	NRPA			450
	MN Parks and Sports Turf Managers Assoc			60
101-45-5202-435	Books & Pamphlets			50
	Weeds, Trees & Turf			
101-45-5202-490	Recreational / Community Services & Events			3,700
	Purchase of recreation services from YMCA			
	TOTAL for department			<u>412,283</u>

EXPENDITURES

Department:		Golden Lake
101-46-6101-103	Salaries Part-time	19,895
101-46-6101-120	Payroll Taxes	1,522
101-46-6101-217	Supply Items for Resale Concession stand products	5,000
101-46-6101-218	Uniforms - Concession stand employees	500
101-46-6101-219	Concession Stand supplies Cleaning supplies, tissue and towels 2020 Portable a/c, microwave & shelf	2,300 1,300 1,000
101-46-6101-303	Engineering Lake quality improvement planning	2,000
101-46-6101-306	Employment Physicals & Testing Screening of seasonal employees	1,200
101-46-6101-307	Consulting Chemical analysis of lake	250
101-46-6101-321	Communications 1 phone @ 38 / mo.	456
101-46-6101-331	Travel, Conference, Schools	100
101-46-6101-350	Publishing & Printing Ads and notices	650
101-46-6101-380	Utilities Centennial Utilities Connexus aerator & concession stand	8,300 300 8,000
101-46-6101-401	Building, Grounds, Lake Maintenance Weed control 2020 Concession Stand Improvements	6,000 3,000 3,000
101-46-6101-404	Equipment Repair Evaluation of and/or repair of aerator	250
101-46-6101-412	Capital Improvements Fund Revolving Payments 2016 Sealcoating parking lots - GL 2019 Electrical upgrade w/ pavilion light 2019 Rollup Window, counter, locks 2020 Replace Sand on VB Court 2020 Drinking Fountains, Shower	14,350 12,000 / 10 yrs 6,500 / 10 yrs 5,000 / 10 yrs 6,000 18,000 / 3 yrs 1,200 650 500 6,000 6,000
101-46-6101-415	Equipment Rental	1,440

EXPENDITURES

Department:		Golden Lake
	Portable handicap restrooms	120 / mo. / 12 mos.
101-46-6101-495	Miscellaneous	315
	TOTAL for department	<u>64,528</u>

EXPENDITURES

Department:		Shade Tree
101-46-6102-101	Salaries Full-time	19,766
101-46-6102-120	Payroll Taxes	3,046
101-46-3102-130	Insurance	3,533
101-46-6102-212	Motor Fuels & Lubricants	650
	Chipper, boom truck and miscellaneous equipment	
101-46-6102-214	Tools	1,000
	Miscellaneous hand tools	200
	Chainsaw	800
101-46-6102-218	Uniforms	280
	600 / person x 3 full-time employ	1,800 10% 180
	Gloves, hardhats, etc	100
101-46-6102-219	Miscellaneous Supplies	600
	Tree paint	50
	Safety equipment	300
	Guy wire, tree wrap	150
	Arbor Day presentation / tree	100
101-46-6102-314	Contracted Services	31,256
	Tree trimming - boulevard trees	10,000
	2020 Ash Tree Removal	8,000
	Tree removal - city property	13,256
101-46-6102-322	Postage	50
101-46-6102-331	Travel, Conference, Schools	1,000
	Pesticide application	270
	Shade Tree Short Course	630
	Mileage reimbursement	100
101-46-6102-350	Publishing & Printing	100
	Ads and notices	
101-46-6102-404	Equipment Maintenance	4,000
	Parts for repair and maintenance of: Boom truck, chipper, chipper cutting bars, and Toolcat	30%
101-46-6102-411	Equipment Rental	6,230
	Rental payments to Capital Equipment Fund:	
	2015 Stump Grinder	6,300 / 10 yrs 630
	2016 Chipper	56,000 / 10 yrs 5,600
101-46-6102-433	Dues	175

EXPENDITURES

Department:	Shade Tree
MN Society of Arboriculture	40
International Society of Arboriculture	135
TOTAL for department	<u>71,685</u>

EXPENDITURES

Department: **Insurance**

101-49-9240-360	Insurance			48,975
		Municipal package through the League of MN Cities Insurance Trust:		
		Property, liability and public officials liability	39,000 75%	29,250
		Excess liability	6,500 75%	4,875
		Workers Compensation	45,000 33%	14,850

Department: **Budget Contingency**

Contingency -



City of

200 Civic Heights Circle
Circle Pines, MN 55014
Office: (763) 784-5898
TDD: (763) 784-9724

CIRCLE PINES

Fax: (763) 785-2859
www.ci.circle-pines.mn.us

Agenda Item 6e

Memo

To: City Council Members
From: Patrick Antonen 
Date: December 5, 2019
Re: Electrical Inspector

Our current electrical inspector, Jim Manteufel, is planning on retiring at the end of the year. So we need to find a new electrical inspector to take over these duties. We interviewed three different inspectors and recommend the Minnesota Department of Labor and Industry become our electrical inspector. The rates that are currently charged will remain the same and we will see virtually no change in how we currently handle electrical permits.

The recommended action is to approve Resolution 2019-24 Appointing Minnesota Department of Labor and Industry for Electrical Inspections.

PA

RESOLUTION NO. 2019-24

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION APPOINTING MINNESOTA DEPARTMENT OF LABOR AND
INDUSTRY FOR ELECTRICAL INSPECTIONS**

WHEREAS, the City of Circle Pines Electrical Inspector Jim Manteufel is retiring December 31, 2019; and

WHEREAS, that action creates an electrical inspector vacancy; and

WHEREAS, after interviewing possible electrical inspectors and candidates and considering availability and cost of services, it was determined that the City of Circle Pines would be best served for electrical inspections by Minnesota Department of Labor and Industry.

NOW THEREFORE LET IT BE RESOLVED THAT the City Council of Circle Pines hereby appoints Minnesota Department of Labor and Industry for electrical inspections.

Adopted this 10th day of December, 2019 by the City Council of the City of Circle Pines.

ATTEST:

Dave Bartholomay, Mayor

(Seal)

Patrick Antonen, City Administrator



ANOKA CONSERVATION DISTRICT

1318 McKay Drive NE
Ham Lake, MN 55304

Project R-010300-000 - Golden Lake IESF Project
Pay Voucher No. 4

Contractor: G. F. Jedlicki, Inc.
2471 Galpin Court Suite #110
Chanhausen, MN 55317

Contract No.
Vendor No. 0
For Period: 6/26/2019 - 12/3/2019
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$562,333.00
Contract Changes	\$7,489.05
Revised Contract	\$569,822.05

Work Certified To Date

Base Bid Items	\$507,568.75
Backsheet	\$7,489.05
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$515,057.80

Funds Encumbered

Original	\$562,333.00
Additional	N/A
Total	\$562,333.00

	Work Certified This Pay Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid To Date
R-010300-000	\$26,905.05	\$515,057.80	\$10,301.16	\$463,745.11	\$41,011.53	\$504,756.64
Percent Retained: 2.0000%				Percent Complete: 90.3892%		
Amount Paid This Pay Voucher					\$41,011.53	

This is to certify that the items of work shown in this certificate of Pay Voucher have been actually furnished for the work comprising the above mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

Approved By G. F. Jedlicki, Inc.

Robert R. Willenbring

G. F. Jedlicki

County/City/Project Engineer

Contractor

December 3, 2019

12/3/19

Date

Date

R-010300-000 Payment Summary

No.	From Date	To Date	Work Certified Per Pay Voucher	Amount Retained Per Pay Voucher	Amount Paid Per Pay Voucher
1	10/31/2018	11/26/2018	\$415,944.50	\$20,797.23	\$395,147.27
2	11/27/2018	05/03/2019	\$57,328.25	\$2,866.41	\$54,461.84
3	05/04/2019	06/25/2019	\$14,880.00	\$744.00	\$14,136.00
4	06/26/2019	12/03/2019	\$26,905.05	(\$14,106.48)	\$41,011.53
Totals:			\$515,057.80	\$10,301.16	\$504,756.64

R-010300-000 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Voucher	Total Amount Paid To Date
UNF	515,057.80	10,301.16	463,745.11	41,011.53	504,756.64
Totals:	\$515,057.80	\$10,301.16	\$463,745.11	\$41,011.53	\$504,756.64

R-010300-000 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Pay Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
UNF	Unfunded	41,011.53	569,822.05	562,333.00	504,756.64
Totals:		\$41,011.53	\$569,822.05	\$562,333.00	\$504,756.64

ANOKA CONSERVATION DISTRICT

1318 McKay Drive NE
Ham Lake, MN 55304
Project No. R-010300-000
Pay Voucher No. 4

R-010300-000 Project Material Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
Combined Site									
1	2021.501	MOBILIZATION	LS	\$13,400.00	1	0	\$0.00	1	\$13,400.00
2	2101.501	CLEARING & GRUBBING	LS	\$11,500.00	1	0	\$0.00	1	\$11,500.00
3	2105.501	COMMON EXCAVATION	C Y	\$26.00	968	0	\$0.00	433	\$11,258.00
4	2105.504	GEOTEXTILE FABRIC TYPE 1	S Y	\$2.00	3000	0	\$0.00	2500	\$5,000.00
5	2106.505	EXCAVATION - MUCK	C Y	\$48.00	200	0	\$0.00	200	\$9,600.00
6	2118.501	AGGREGATE SURFACING CLASS 5	TON	\$27.00	50	18	\$486.00	18	\$486.00
7	2411.618	MODULAR BLOCK RETAINING WALL	S F	\$54.00	400	0	\$0.00	0	\$0.00
8	2451.507	COARSE FILTER AGGREGATE (CV)	C Y	\$62.00	500	0	\$0.00	383	\$23,746.00
9	2451.607	FILTER MEDIA SPECIAL	CY	\$105.00	1000	0	\$0.00	1000	\$105,000.00
10	2452.618	STEEL SHEET PILING	S F	\$86.00	200	80	\$6,880.00	80	\$6,880.00
11	2501.567	15" GS SAFETY APRON & GRATE DES 3148	EACH	\$1,400.00	1	0	\$0.00	1	\$1,400.00
12	2502.503	10" PERF PE PIPE DRAIN	L F	\$28.00	400	0	\$0.00	400	\$11,200.00
13	2503.602	LIFT STATION	EACH	\$189,665.00	1	0	\$0.00	0.95	\$180,181.75
14	2503.603	15" HDPE PIPE SEWER	L F	\$57.00	100	0	\$0.00	75	\$4,275.00
15	2504.603	4" PVC WATERMAIN	L F	\$118.00	650	0	\$0.00	784	\$92,512.00
16	2511.501	RANDOM RIPRAP CLASS II	C Y	\$200.00	2	0	\$0.00	0	\$0.00
17	2557.603	CHAIN LINK SAFETY FENCE	L F	\$29.00	400	400	\$11,600.00	400	\$11,600.00
18	2572.501	SPLIT-RAIL FENCE	L F	\$24.00	400	0	\$0.00	320	\$7,680.00
19	2573.502	SILT FENCE, TYPE HEAVY DUTY	L F	\$3.00	1400	0	\$0.00	1400	\$4,200.00
		EROSION							

ANOKA CONSERVATION DISTRICT

1318 McKay Drive NE
 Ham Lake, MN 55304
 Project No. R-010300-000
 Pay Voucher No. 4

R-010300-000 Project Material Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Pay Voucher	Amount This Pay Voucher	Quantity To Date	Amount To Date
20	2575.523	CONTROL BLANKETS CATEGORY 3N (NATURAL NETTING)	S Y	\$3.00	1850	50	\$150.00	1450	\$4,350.00
21	2575.605	SEEDING (INCL. SEED, FERT, MULCH, DISC ANCHOR)	ACRE	\$3,000.00	1.5	0.1	\$300.00	1.1	\$3,300.00
Totals For Section Combined Site:							\$19,416.00		\$507,568.75
Backsheet 1									
31	2504.601	15" SHUT OFF VALVE	L S	\$7,489.05	1	1	\$7,489.05	1	\$7,489.05
Totals For Backsheet 1:							\$7,489.05		\$7,489.05
Project Totals:							\$26,905.05		\$515,057.80

R-010300-000 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
BK1	Backsheet	12/3/2019	Additional Work 15" shut off valve	\$7,489.05	\$7,489.05
Contract Change Totals:				\$7,489.05	\$7,489.05

**CITY OF CIRCLE PINES, MINNESOTA
PUBLIC NOTICE**

Listed below are the regularly scheduled meeting dates of the Council and Commissions of the City of Circle Pines. Any individual who wishes to receive notice of special meetings may accomplish that by calling city hall each year and being placed on a list, which will provide them with notice of special meetings as they occur for the group they are interested in.

2020

City Council	Planning Commission	Utilities Commission	Park Board
2nd & 4 th Tuesday 7:00 p.m.	1st Monday after 2nd Tuesday 7:00 p.m.	3rd Wednesday 5:00 p.m.	1st Tuesday 6:30 p.m. (Except as noted)
January 14 January 28	January 27	January 15	January 7
February 12 February 26	February 24	February 19	February 4
March 10 March 24	March 16	March 18	March 10 @ 6pm
April 14 April 28	April 20	April 15	April 7
May 12 May 26	May 18	May 20	May 5
June 9 June 23	June 15	June 17	June 2
July 14 July 28	July 20	July 15	July 7
August 12 August 25	August 17	August 19	August 4
September 8 September 22	September 14	September 16	September 1
October 13 October 27	October 19	October 21	October 6
November 10 November 24	November 16	November 18	November 10 @ 6pm
December 8 December 22	December 14	December 16	December 1

2021

January 12 January 26	January 18	January 20	January 5
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Patrick Antonen
City Administrator

Dated: December 10, 2019

Published: Quad Community Press, Tuesday, December 24, 2019