# Shakopee City Council Regular Meeting

**Tuesday, December 3, 2024**
**7:00 PM**
**City Hall, 485 Gorman Street**

***Vision: Shakopee is a distinctive river town with a variety of business, cultural, and recreational opportunities in a safe, welcoming, and attractive environment. Our vision is for Shakopee to continue being the place people want to live, work, and play!***

***Mission: Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost-effectively, with integrity and transparency.***

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Consent Agenda

   *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these unless a council member or staff requests, in which event the item will be removed from the consent agenda for separate discussion & action.*

   5.a Modifications to pawn shop license requirements pertaining to number of licenses and second-hand-dealers having a principal place of business in a commercial zoning district.

   5.b Approve On Sale and Sunday Liquor Licenses for Mr. Pig Stuff LLC. dba Mr. Pig's Smokery.

   5.c Road Maintenance Agreement for 160th street with Spring Lake Township.

   5.d Award 2025 Tree Pruning Contract

   5.e Accept a donation of two scoreboards from Shakopee Youth Football Association, Resolution No. R2024-133

5.f Accept a monetary donation as part of Donations from the Heart Program

5.g FEMA's Assistance to Firefighters Grant Application

5.h Final Acceptance and Payment for the Lift Station 16 Rehabilitation Project

5.i Closing of the Small Cities Development Program Special Revenue Fund.

5.j Final Acceptance and Payment for the TH 169 Pedestrian Bridge Improvements

5.k Declaration of surplus property

5.l National Recreation and Park Association's Supporting Healthy Aging Through Parks and Recreation Grant Award

5.m Approve a Temporary On-Sale Liquor License for Hockey Day MN 2025

5.n Approval of State Legislation Specific to Shakopee for Social Districts

6. Public Comment
*Individuals may address the City Council about any item not on the regular agenda. Speakers are requested to come to the center table, state their name and address for the clerk's record, and limit their remarks to three minutes. The City Council will not take official action on items discussed at this time, but may refer the matter to staff for a follow up report or direct that matter be scheduled on an upcoming agenda.*

7. Business removed from consent agenda

8. Public Hearings

8.a 2025 Budget & Property Tax Levy Public Meeting and Presentation

9. Recess for Economic Development Authority Meeting

10. Reconvene

11. General Business

11.a CH 17 Reconstruction Project Presentation

12. Reports
*Liaison and Administration*

12.a City Bill List

13. Other Business

14. Adjournment to December 17, 2024 at 7:00 p.m.

**Agenda Item:** Modifications to pawn shop license requirements pertaining to number of licenses and second-hand-dealers having a principal place of business in a commercial zoning district.
**Prepared by:** Amanda Schwabe, Planner
**Reviewed by:** Michael Kerski

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**Action to be considered:**
Adopt Ordinance O2024-009, Amending Title XI of the City Code Amending Section 113.05 related to Pawnshop Licensing Requirements.

**Motion Type:**
Adopt

**Background:**
Current pawnshop regulations allow one pawnshop per 15,000 population. City staff are recommending setting a maximum number of pawnshops in the city to 2. There are currently two located in the community, Excel Pawn & Jewelry on First Avenue West and PawnXchange on Canterbury Road.

In Minnesota pawn shops typically take in items where they can charge up to 3% interest per month in interest on the principal amount of the pawn loan plus a reasonable storage and service fee. Shops loan on a percentage of the value of the item being pawned or pledged towards the loan. If the loan is not paid, the shop keeps the item. Pledged goods not redeemed within at least 60 days of the date of pawn transaction are automatically forfeited to the pawnbroker. Typical loans are $150.00 Pawn shops also purchase items at a percentage of their value and resell them.

State Statutes Chapter 325J. Pawnbrokers, requires specific regulations on records and prohibitions but nothing in the chapter preempts or supersedes any ordinance adopted by a municipality that provides for more restrictive regulation of pawnbrokers or pawn transactions.

Language is also being added to clarify that second-hand dealers, as defined in City Code Section 113.02 (see below) are required to have a principal place of business in a commercial zoning district.

**SECOND-HAND DEALER:**

A. A person engaged in the business of buying previously used, rented, owned, or leased goods of any kind, including, but not limited to, coins, gold, silver, jewelry, metals, guns, and wrecked or dismantled motor vehicles or motor vehicles intended to be wrecked or dismantled.
B. Persons conducting the following transactions shall not be deemed to be SECOND-HAND DEALERS:

1. Transactions where all the following are present:
   a. The sale is held on property occupied as a dwelling by the seller, or owned, rented, or leased by a charitable organization;
   b. The items offered for sale are owned by the occupant;
   c. No sale exceeds a period of 72 consecutive hours;
   d. No more than 4 sales are held in any 12-month period; and
   e. None of the items offered for sale was purchased for resale or received on consignment for the purpose of resale.
2. Sales of goods at an auction held by an auctioneer;
3. Transactions involving goods taken as partial or full payment for new goods, where such business is incidental to and not the primary business of the person;
4. Transactions by a business specializing in the sale of antiques and other goods more than 20 years old, where any other transactions are incidental to the antique business;
5. The sale and exchange of used books, where the business gives only credit and not cash for used books it acquires from customers;
6. Purchases and sales of military goods, where all purchases are directly from offices of the U.S. government or military surplus wholesalers. Military clothing also may be purchased from current and former military personnel;
7. Bulk sales of property from a merchant, manufacturer, or wholesaler having an established place of business, or goods sold at open sale from bankrupt stock;
8. Sale of goods at an exhibition, providing the exhibition does not last longer than 10 days in any 12-month period;
9. Sales of automobiles by a licensed automobile dealer;
10. Sales made by the Sheriff or other public officials in the discharge of their official duties;
11. Sales made by assignees or receivers appointed by the state or a court to make sales for the benefit of creditors; and
12. Sales by a charitable organization of donated items.

This will limit the number of pawn dealers to two and limit collection boxes, largely run by for-profit companies, that do not have a place of business on the same property.

Clothing Drop Spot by usagain is located in the Crossroads Center at 1198 Vierling Dr. East. It is a large shipping container adjacent to the Speedway in the center's parking lot. Clothing is sold to wholesalers, retailers, overseas, used for rags or are recycled or sent to a landfill.

There are non-profits in Shakopee that have physical locations where items are collected and sold.  These locations include Goodwill that run local programs like job training and have national partners that serve as a conduit for employment including Lowes and Walmart.  The CAP Agency also operates Local Imports, where donated items are resold to benefit families that are using the CAP Agency's services.

A for profit operation with a physical location is Once Upon A Child, where gently used children's items are resold.

**Recommendation:**
Adopt Ordinance O2024-009

**Budget Impact:**
N/A

**Attachments:**
Ordinance O2024-009.pdf

**ORDINANCE O2024-009**
**AN ORDINANCE OF THE CITY OF SHAKOPEE, MINNESOTA, AMENDING TITLE XI OF THE CITY CODE AMENDING CHAPTER 113, SECTION 113.05 RELATED TO PAWNSHOP LICENSING REQUIREMENTS**

**The City Council of Shakopee, Minnesota ordains:**

**Section 1.** Title XI, Chapter 113, Section 113.05 of the Shakopee City Code is hereby amended to reflect the ~~strike-thru~~ text that will be removed and the underlined text which will be added.

**113.05 Licensing Requirements**

A. *Liquor License.* No license shall be issued to an applicant who holds a liquor license under § 114.14.
B. *Gambling.*
    1. No license shall be issued to an applicant who keeps, possesses, or operates, or permits the keeping, possession, or operation on the licensed premises of dice, slot machines, roulette wheels, punch-boards, blackjack tables, or pinball machines which return coins or slugs, chips, or tokens of any kind, which are redeemable in merchandise or cash.
    2. No gambling equipment authorized under M.S. §§ 349.11 through 349.60, as they may be amended from time to time, may be kept or operated, and no raffles may be conducted on the licensed premises and/or adjoining rooms. The purchase of lottery tickets may take place on the licensed premises as authorized by the director of the lottery pursuant to M.S. Ch. 349A, as it may be amended from time to time.
C. *Minors.* No license shall be issued to an applicant who is a minor at the time the application is filed.
D. *Delinquent Taxes*. No license shall be issued for an operation on any property on which taxes, assessments, or other financial claims of any governmental entity area due, delinquent, or unpaid. In the event a suit has been commenced under M.S. § 278.01 through 278.03, as they may be amended from time to time, questioning the amount or validity of taxes, the City Council may on application waive strict compliance with this provision; no waiter may be granted, however, for taxes or any portion thereof which remain unpaid for a period exceeding 1 year after becoming due.
E. *Number of pawnshop licenses issued*. No more than ~~1~~2 pawnbroker licenses shall be issued ~~for each 15,000 population~~ within the city ~~as calculated by the most recent decennial census or City Council estimate of population in non-census years~~.
F. *Second-hand dealers.* Second-hand dealers shall have a principal place of business in a commercial zoning district.
G. *Distance between pawnshops.* No pawnbroker licensed under this chapter shall be located within 1-1/2 miles, as measured in a straight line from property line to property line, of another licensed pawnbroker establishment.

**Section 2.** Effective Date. This ordinance becomes effective from and after its adoption and

publication in the official newspaper of the City in accordance with applicable law.

*Passed in regular session of the City Council of the City of Shakopee, Minnesota held on the _____ day of _____, 2024.*

_____
Mayor of the City of Shakopee

Attest:

_____
Lori Hensen, City Clerk

Published in The New Prague Times on the _____ day of _____, 2024.

**Agenda Item:** Approve On Sale and Sunday Liquor Licenses for Mr. Pig Stuff LLC. dba Mr. Pig's Smokery.
**Prepared by:** Heidi Emerson, Deputy City Clerk
**Reviewed by:** Heidi Emerson

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**Action to be considered:**
Approve On-Sale and Sunday liquor licenses for Mr. Pig Stuff LLC. dba Mr. Pig's Smokery, located at 2875 Winners Circle Drive.

**Motion Type:**
Simple Majority

**Background:**
Staff has received applications for On-Sale and Sunday liquor licenses for Mr. Pig Stuff LLC. dba Mr. Pig's Smokery, located at 2875 Winners Circle Drive. The applications are in order and the fees have been paid. The license is conditioned upon all inspections being passed.

The Police Department has conducted a background investigation and found nothing that would prohibit issuance of the licenses.

**Recommendation:**
Approve the above requested motion.

**Budget Impact:**
none.

**Attachments:**

**Agenda Item:** Road Maintenance Agreement for 160th street with Spring Lake Township.
**Prepared by:** Jamie Theis, Street Supervisor
**Reviewed by:** Bill Egan

**Action to be considered:**
Authorize the execution of the Roadway Maintenance Agreement between the City of Shakopee and Spring Lake Township for 160th Street from Marshall Road to Baseline Avenue.

**Motion Type:**
Approve

**Background:**

On February 7, 2006, the City of Shakopee entered into a roadway maintenance agreement with Spring Lake Township for 160th Street. This agreement has been renewed every 5 years. 160th Street is a gravel road that exists on the common border of the township and city between Marschall Road and Baseline Avenue. As such, the township is responsible for the south half of the roadway, and the city is responsible for the north half. To coordinate the operation and maintenance of the roadway and to avoid each jurisdiction only maintaining half of a roadway, a mutual agreement was established. The current agreement is set to expire at the end of 2024.

The attached updated agreement defines maintenance and operation responsibilities for the corridor, using the expertise of each of the jurisdictional authorities. The gravel surface maintenance and snow removal on the gravel roadway is prescribed for the township to perform, aligning with the operation and maintenance duties for the many miles they perform throughout the township. Likewise, the city performs the street sign maintenance and ditch mowing, which aligns with the city's operation and maintenance duties of city roadways.

The 5-year agreement consists of a general 50% split of the costs for the maintenance

activities. The city's share of the actual costs of the township's grading, re-graveling, washout repair and snow removal/sanding operations amounts to $10,016 annually.

On November 6, 2024 the City of Shakopee entered into an agreement with the Mdewakanton Sioux Community (SMSC) for the maintenance of the first 1,200 feet west of County Road 17 that is blacktopped. This agreement is also attached to this memo.

**Recommendation:**
Approval of the agreement.

**Budget Impact:**
The annual roadway maintenance agreement amount of $10,016 per year is budgeted in the Street Maintenance operating fund for 2025 and will need to be budgeted annually thereafter. This is an increase of $2,138 per year, for the 5 year agreement.

**Attachments:**
160th Street Agreement with City of Shakopee signed SMSC and City of Shakopee.pdf
SH and SLT 2025 to 2029 Road Maintenance for 160th - Final (003).docx

# INTERGOVERNMENTAL COOPERATIVE AGREEMENT BETWEEN THE CITY OF SHAKOPEE AND THE SHAKOPEE MDEWAKANTON SIOUX COMMUNITY FOR THE MAINTENANCE OF 1,200 FEET OF 160TH STREET NW WEST OF CSAH 17 IN SHAKOPEE, MINNESOTA

**THIS INTERGOVERNMENTAL COOPERATIVE AGREEMENT** ("Agreement") is made and entered into this 6th day of November, 2024 by and between the **CITY OF SHAKOPEE**, a Minnesota municipal corporation ("City") and the **SHAKOPEE MDEWAKANTON SIOUX COMMUNITY**, a federally recognized Indian Tribe ("SMSC").

## RECITALS

**WHEREAS,** 160th St. NW ("Roadway") in Prior Lake (Exhibit A) a distance 1,200 feet west of County State Aid Highway (CSAH) 17 is a public roadway under the jurisdiction of the City;

**WHEREAS,** the City currently maintains the Roadway;

**WHEREAS,** the parties desire to enter into this Agreement to establish their respective duties and obligations for the ongoing maintenance, repair, and reconstruction of the Roadway; and

**WHEREAS,** the City is authorized to enter into this Agreement pursuant to Minnesota Statutes § 471.59.

**NOW, THEREFORE,** in consideration of the mutual covenants undertaken herein the parties agree as follows:

1. **EFFECTIVE DATE.** This Agreement shall become effective on the date set forth above.

2. **MAINTENANCE OBLIGATIONS.** The SMSC shall be responsible for ongoing ordinary maintenance, including mowing, snow removal, snow, and ice control, and sweeping.

3. **DURATION.** At such a time that development within the City occurs west of this section of the Roadway or the SMSC completes additional development along the Roadway, the parties agree to update this Agreement and equitably share maintenance responsibilities.

4. **ROADWAY OBLIGATIONS.** The SMSC, at its sole expense, shall be responsible for all extraordinary maintenance, including crack sealing, chip sealing, striping, overlays, lane widening, trails and sidewalks, license plate readers, rapid flash beacons, streetlights, or installation of new signs where none currently exist, and construction or reconstruction (except in cases where such work is solely for the benefit and at the request of the City). During any such work the SMSC shall make provisions to allow traffic to pass. If it is necessary to block traffic to complete the work the SMSC shall provide the City ten (10) days' notice and the SMSC and the City shall develop a detour plan. The SMSC shall also be responsible for Right-of-Way management consistent with the City's code 90.30-90.58.

5. **SMSC UTILITY OBLIGATION.** The SMSC, at its sole expense, shall be responsible for all repair and maintenance required for the SMSC Utilities. During any such work the SMSC shall make provisions to allow traffic to pass. If it is necessary to block traffic to complete the work the SMSC shall provide the City ten (10) days' notice and the SMSC and the City will develop a detour plan. If the repair is an emergency repair the SMSC may begin the repair immediately after providing notice to the City regardless of any lane closures. If any SMSC Utilities work impacts City Utilities such City Utility impacts will be restored to an "as was or better" condition subject to inspection and acceptance by the City and said restoration shall be at the sole expense of the SMSC. If repair work requires removing or cutting paving or any curb, the curbing shall be replaced, and the paving lane shall be saw cut and patched from curb to curb including repair or replacement of any subgrade.

6. **ACTS AND OMISSIONS.** Each party shall be responsible for its own acts and omissions and the results thereof to the extent authorized by law. Nothing in this Agreement constitutes a waiver by the City or the SMSC of any statutory or common law, defenses, immunities, or limits on liability. In no event shall the obligations of the City for a tort claim exceed the amount that the City would be obligated to pay under the provisions and limitations of Minn. Stat. Chap 466. In no event shall the obligations of the SMSC for a tort claim exceed the amount the SMSC would be obligated to pay under the provision and limitations of the SMSC Tort Claims Ordinance. SMSC shall defend, indemnify, and hold the City and its officers and employees harmless from any claims asserted against the City arising out of SMSC's performance of its duties and obligations under this Agreement.

7. **DATA PRACTICES.** All data created, collected, received, maintained or disseminated by the City for any purpose during this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy. The SMSC asserts that it is not subject to the Minnesota Government Data Practices Act.

8. **LIMITATION OF REMEDIES**. In the event of a breach of the Agreement, neither party shall be entitled to recover punitive, special, or consequential damages or damages for loss of business.

9. **ASSIGNMENT.** Neither party shall assign this Agreement, nor any interest arising herein, without the prior written consent of the other party.

10. **SEVERABILITY.** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.

11. **WAIVER.** No action nor failure to act by the City or the SMSC shall constitute a waiver of any right or duty afforded any of them under the Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

**12. DISPUTE RESOLUTION.** The parties may agree to meet to attempt to negotiate an amicable resolution of any dispute arising from this Agreement.

**13. NON-WAIVER OF IMMUNITY**. Nothing in this agreement shall constitute a waiver of the SMSC's sovereign immunity to suit.

**14. NOTICES.** Notices to be given under this Agreement shall be given by enclosing the same in a sealed envelope, postage prepaid and deposited in same in the U.S. Postal Service, addressed to the parties as listed below:

City of Shakopee
Attn: City Engineer
485 Gorman St.
Shakopee, MN 55379

Shakopee Mdewakanton Sioux Community
Attn: Tribal Administrator
2330 Sioux Trail NW
Prior Lake, MN 55372

**15. SIGNING OF AGREEMENT**. This Agreement may be signed in counterparts and on different dates by each party without affecting the validity thereof.

**16. INTEGRATION.** The entire and integrated agreement of the parties contained in this Agreement shall supersede all prior negotiations, representations, or agreements between the parties regarding the subject matter hereof, whether written or oral.

**17. ENFORCEMENT OF TRAFFIC REGULATIONS.** Nothing in this Agreement is intended to cover issues relating to the City's responsibility to enforce traffic regulations on the Roadway.

**IN WITNESS WHEREOF,** this Agreement has been effective as of the day and year first above written.

***[Remainder of Page Intentionally Left Blank. Signature Pages Follow.]***

**CITY OF SHAKOPEE**

Matt Lehman, Mayor

William H. Reynolds, City Administrator

STATE OF MINNESOTA )
) ss.
COUNTY OF SCOTT )

The foregoing instrument was acknowledged before me this 4th day of November, 2024, by Matt Lehman and William H. Reynolds, the Mayor and City Administrator, respectively, of the City of Shakopee, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Lori J. Hensen
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan. 31, 2027

Notary Public

**SHAKOPEE MDEWAKANTON SIOUX COMMUNITY**

Cole W. Miller
Chairman

Debra Flute
General Legal Counsel

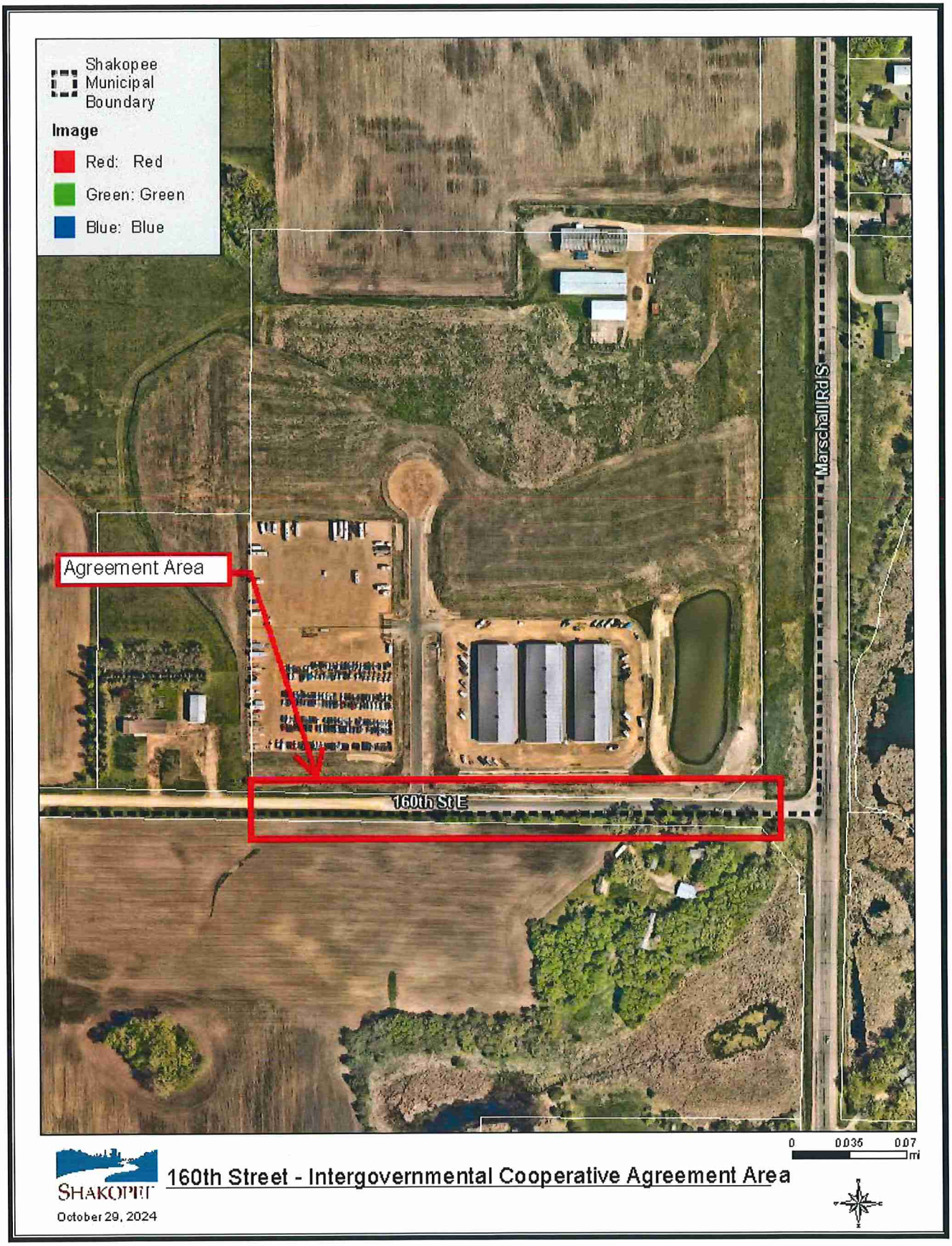
STATE OF MINNESOTA )
) ss.
COUNTY OF SCOTT )

The foregoing instrument was acknowledged before me this 13th day of November, 2024, by Cole W. Miller and Debra Flute, the Chairman and General Legal Counsel, respectively, of the Shakopee Mdewakanton Sioux Community, a federally recognized Indian Tribe, on behalf of the tribe and pursuant to the authority granted by its General Council.

Notary Public

BETH ANN PLETKA
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES 01/31/28

**EXHIBIT A**


Shakopee Municipal Boundary
Image
Red: Red
Green: Green
Blue: Blue
Agreement Area
160th St E
Marschall Rd S
0 0.035 0.07
mi
SHAKOPEE
160th Street - Intergovernmental Cooperative Agreement Area
October 29, 2024

**CITY OF SHAKOPEE/SPRING LAKE TOWNSHIP**
**ROAD MAINTENANCE AGREEMENT**

THIS AGREEMENT is made as of _____ by and between the City of Shakopee, Minnesota, hereinafter referred to as "City" and the Township of Spring Lake, Minnesota, hereinafter referred to as the "Township".

## RECITALS

The City and the Township desire to enter into an Agreement relating to the maintenance of 160th Street East referred to in this Agreement as "Street" located within the limits of the Township and the City beginning approximately .3 miles west of Marshall Road. and terminating at Baseline Ave. upon the terms and conditions set forth below. The area extending from Marshall road to approximately .3 miles west is covered by a street agreement between Shakopee and the SMSC.

NOW THEREFORE, in consideration of the mutual undertakings and agreement contained within this Agreement, the City and the Township hereby agrees as follows:

1. **Scope of Services**

The Township's and City's respective maintenance responsibilities with respect to the Street are:

**Township Responsibility**

A. The maintenance to be performed by the Township on the Street shall consist of the following:

   1. Maintain the Street so as to keep it smooth and in good repair for the passage of traffic and free from all obstructions and impediments to traffic. This includes, grading, graveling, washout repair and all snow removal/sanding operations in accordance with its adopted snow removal policy.

   2. Culvert replacement, as mutually agreed upon by the City and the Township.

   3. Furnish all labor, materials, supplies, tools and other items necessary for the performance of all and any of the work provided for in this Agreement.

B. All materials used by the Township in the performance of its duties shall conform to the requirements of the Minnesota Department of Transportation Specifications for Construction, 2000 edition and all amendments and supplements thereto.

C. The Township may partially block the Street subject to this Agreement for the period of time necessary for the performance of the services specified herein. In cases of emergency, the Street may be wholly blocked to prevent

passage of traffic. At no time, however, shall the Township continue to obstruct the free passage of traffic on the Street for a longer period of time than is reasonably required for making the necessary repairs. The Township may also close said street at such time as is necessary for the repair or installation - gas mains, electric or telephone cables-. Except in cases of emergencies, the Township shall first give the City ten (10) days written notice - before commencing or allowing commencement of such installation or repairs. The Township shall provide a suitable detour at any time it is necessary to close or totally block traffic from using said Street.

All partial and total closures of the Street shall be carried out in conformance with the Minnesota Manual on Uniform Traffic Control Devises ("UMTCD"), and the current edition of Appendix "B".

**City Responsibility**

A. The maintenance to be performed by the City on the Street shall consist of the following:

1. The City shall be responsible for ditch mowing, brush clearing and culvert cleaning/steaming.

2. Maintain all traffic control devices as may be necessary in accordance with UMTCD.

3. Furnish all labor, materials, supplies, tools and other items necessary for the performance of all and any of the work provided for in this Agreement.

B. All materials used by the City in the performance of its duties shall conform to the requirements of the Minnesota Department of Transportation Specifications for construction, 2000 edition and all amendments and supplements thereto.

C. The City may partially block the Street subject to this Agreement for the period of time necessary for the performance of the services specified herein. In cases of emergency, the Street may be wholly blocked to prevent passage of traffic on the Street for a longer period of time than is reasonably required for making the necessary repairs. The City may also close said street at such time as is necessary for the repair or installation of water or gas mains, electric or telephone cables, or sewers. Except in cases of emergencies, the City shall first give the Township ten (10) days written notice allowing commencement of such installation or repairs. The City shall provide a suitable detour at any time it is necessary to close or totally block traffic from using said Street.

D. All services provided by the City pursuant to this Agreement shall be performed to the satisfaction of the Township, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Any disputes relating to payment for services shall be handled pursuant to paragraph 23 of this Agreement

E.

All partial and total closures of the described Street shall be carried out in conformance with the Minnesota Manual on Uniform Traffic Control Devises, and the current edition of Appendix "B".

**2.Township Compensation**

The estimated cost for all City and Township maintenance iscalculated over 5 years, the term of this agreement. Based on the estimates as agreed upon, the City shall pay the Township $10.016.00 per year for its grading, graveling, washout repair and all snow removal/sanding operations. The Township shall submit an invoice to the authorized agent of the City in January of each year for annual maintenance services to be performed during that year. The authorized agent shall have the authority to review the invoice, and no payment shall be made without the approval of authorized agent. Payment shall be made within thirty (30) days after receipt of invoice as acceptance for services to be performed.

If additional activity outside of normal maintenance needs to be undertaken, the City and Township will meet to determine what action should be taken. However, if there is an emergency outside of normal business hours where public safety is at stake, the Township shall have the authority to incur expenses out of the ordinary course without notice to the City to cure the immediate emergency issue only. The Township shall, in such event, provide the City with immediate follow-up notice (e.g. the first normal business day after such emergency event), and shall after such expenditure is undertaken, provide the city with all information and documentation reasonably necessary for the City to evaluate and understand the same.

With respect to culvert replacement, the City will reimburse the Township for one-half (1/2) the replacement costs including, but not limited to, all labor and materials. The Township shall submit an invoice to the authorized agent of the City for the services performed. The authorized agent shall have the authority to review the invoice, and no payment shall be made without the approval of authorized agent. Payment shall be made within thirty (30) days after receipt of invoice as acceptance for services to be performed.

All services provided by the Township pursuant to this Agreement shall be performed to the satisfaction of the City, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Any disputes relating to payment for services shall be handled pursuant to paragraph 23 of this Agreement.

4. **Effective Date of Contract**

This Agreement shall be effective beginning December 31, 2024.

5. **Term of Contract**

This Agreement shall remain in effect until December 31, 2029 or unless earlier terminated as provided, whichever comes first.

6. **Authorized Agents**

City of Shakopee shall appoint an authorized agent for the purpose of administration of this Agreement. The Township is notified of the authorized agent of City of Shakopee as follows:

Public Works Supervisor
City of Shakopee
400 Gorman Street
Shakopee, MN 55379
952-233-9550

The City of Shakopee is notified the authorized agent for the Township is as follows:

Clerk
Spring Lake Township
20381 Fairlawn Avenue
Prior Lake, MN 55372-9325
952-492-7030

7. **City and State Audit**

Pursuant to Minn. Stat. Section 16C.05, Subd. 5 (1998), the books, records, documents, and accounting procedures and practices of the Township relative to this Agreement shall be subject to examination by the City and the State Auditor. Complete and accurate records of the work performed pursuant to this Agreement shall be kept by the Township for a minimum of six (6) years following termination of this Agreement for such auditing purposes. The retention period shall be automatically extended during the course of any administrative or judicial action involving the City of Shakopee regarding matters to which the records are relevant. The retention period shall be automatically extended until the administrative or judicial action is finally completed or until the authorized agent of the County notifies the Township in writing that the records need no longer be kept.

8. **Indemnity**

Both parties to this Agreement recognize each other as a political subdivision of the State of Minnesota. Each party mutually agrees to indemnify, defend and hold harmless the other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this clause shall be limited in accordance with the statutory tort liability limitation as set forth in Minnesota Statutes Chapter 466.04 to limit each party's total liability for all claims arising from a single occurrence, include the other party's claim for indemnification, to the limits prescribed under Minnesota Statutes Chapter 466.04.

9. **Insurance**

The Township shall maintain public liability coverage protecting itself, its Board, officers, agents, employees and duly authorized volunteers against any usual and customary public liability claims in amounts which shall, at a minimum, comply with Minn. Stat. 466.04 and Workers' Compensation and shall be in accordance with the Minnesota statutory requirements. Said policies shall be kept in effect during the entire term of this Agreement.

10. **Subcontractors**

The Township shall ensure and require that any subcontractor agrees to and complies with all the terms of this Agreement. Any subcontractor of the Township used to perform any portion of this Agreement shall report to and bill the Township directly

11. **Force Majeure**

City and the Township agree that the Township shall not be liable for any delay or inability to perform this Agreement, directly or indirectly caused by or resulting from strikes, labor troubles, accidents, fore, flood, breakdowns, war, riot, civil commotion, lack of material, delays of transportation, acts of God or other cause beyond reasonable control of the Township and the City.

12. **Date Practices**

The Township, its agents, employees and any subcontractors of the Township in providing all services hereunder, agree to abide by the provisions of the Minnesota Government Date Practice Act, Minn. Stat. Ch. 13, as amended, and Minn. Rules promulgated pursuant to Ch. 13. The Township agrees to indemnify and hold the City, its officers, department heads and employees harmless from any claims resulting from the Township's unlawful disclosure or use of data protected under state and federal laws.

13. **Termination**

This Agreement may be terminated by either party, with or without cause, upon 60 days written notice to the Township or the authorized agent of the City.

14. **Independent Contractor**

It is agreed that nothing contained in this Agreement is intended or should be construed as creating the relationship of a partnership, a joint venture, or an association with the City and the Township. The Township, its employees, agents, subcontractors nor representatives shall be considered employees, agents or representatives of the City. Except as otherwise provided herein, the Township shall maintain, in all respects, its present control over the means and personnel by which this Agreement is performed. From any amounts due the Township, there shall be no deduction for federal income tax or FICA payments nor for any state income tax, nor for any other purposes which are associated with an employer/employee relationship unless otherwise required by law. Payment of federal income tax, FICA payments, state income tax, unemployment compensation taxes, and other payroll deductions and taxes are the sole responsibility of the Township.

15. **Notices**

Any notices to be given under this Agreement shall be given by enclosing the same in a sealed envelope, postage prepaid, and depositing the same in the United States Postal Service, addressed to the Township at its address stated herein, and to the authorized agent of the City at the address stated herein.

16. **Controlling Law**

The laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the herein parties and performance under it. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located with the County of Scott, State of Minnesota. Litigation, however, in the federal courts involving the herein parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

17. **Successors and Assigns**

The City and the Township, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this agreement. Neither the City nor the Township shall assign, sublet, or transfer any interest in this agreement without the prior written consent of the other.

18. **Equal Employment and Americans with Disabilities**

In connection with the work under this Agreement, the Township agrees to comply with the applicable provisions of state and federal equal employment opportunity and nondiscrimination statutes and regulations. In addition, upon entering into this Agreement, the Township certifies that it has been made fully aware of City of Shakopee's Equal Employment Opportunity and Americans with Disabilities Act Policy, that it supports this policy and that it will conduct its own employment practices in accordance therewith. Failure on the part of the Township to conduct its own employment practices in accordance with City Policy may result in the withholding of all or part of regular payments by the City due under this Agreement unless or until the Township complies with the City policy, and/or suspension or termination of this Agreement.

19. **Changes**

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as for this Agreement.

20. **Separability**

In the event any provision of this agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the agreement to fail its purpose. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

21. **Entire Agreement**

It is understood and agreed that the entire Agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the City and the Township relating to the subject matter hereof.

22. **Third Parties**

This Agreement is solely between the Township and the City as the only parties and no provision of this Agreement shall in anyway inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third party beneficiary of this Agreement or of any one or more of its terms, or otherwise give rise to any cause of action in any person not a party to this Agreement.

23. **Disputes and Remedies**

The Township and City agree as follows:

a. **Negotiation**-If a disagreement over interpretation of any provision of this Agreement should arise, the City and the Township will direct staff members, as they deem appropriate, to meet at least one (1) time at a mutually convenient time and place to attempt to resolve the dispute though negotiation.

b. **Mediation**-If the parties to this Agreement are unable to resolve disputes, claims or counterclaims, or are unable to negotiate an interpretation of any provision of this Agreement, the parties shall seek relief by submitting their respective grievances to mediation.

c. **Adjudication**-If the parties to this Agreement are unable to resolve disputes, claims or counterclaims after submitting their respective grievances to mediation, either party may seek relief through initiation of an action in a court of competent jurisdiction.

24.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

**TOWNSHIP OF SPRING LAKE**

**By_____**
**Its Clerk**

**By_____**
**Its Chairperson**

**CITY OF SHAKOPEE**

**By_____**
**Its Mayor**

**By_____**
**Its City Administrator**

**Agenda Item:** Award 2025 Tree Pruning Contract
**Prepared by:** Lindsey Vugteveen, Environmental Technician
**Reviewed by:** Alex Jordan, City Engineer

**Action to be considered:**
Approve a contract with Carr's Tree Service in the amount of $59.82 per hour for the 2025 Tree Pruning project.

**Motion Type:**
Approve

**Background:**
Quotes were solicited and opened for the 2025 Tree Pruning project on November 20, 2024. Four quotes were received and Carr's Tree Service is the low bidder at the rate of $59.82 per hour (see attached quote tabulations). Carr's Tree Service from Ottertail, MN with many satellite locations based around central Minnesota, has the capacity and experience for the work and is deemed a responsible bidder.

It should be noted that one of the city's contract requirements prescribes that only an ISA Certified Arborist may perform pruning and that all ANSI standards shall be met while performing work. Additionally, the contractor is required to notify adjacent property owners of the activity in their area a minimum of 48 hours in advance, with a letter provided by city staff.

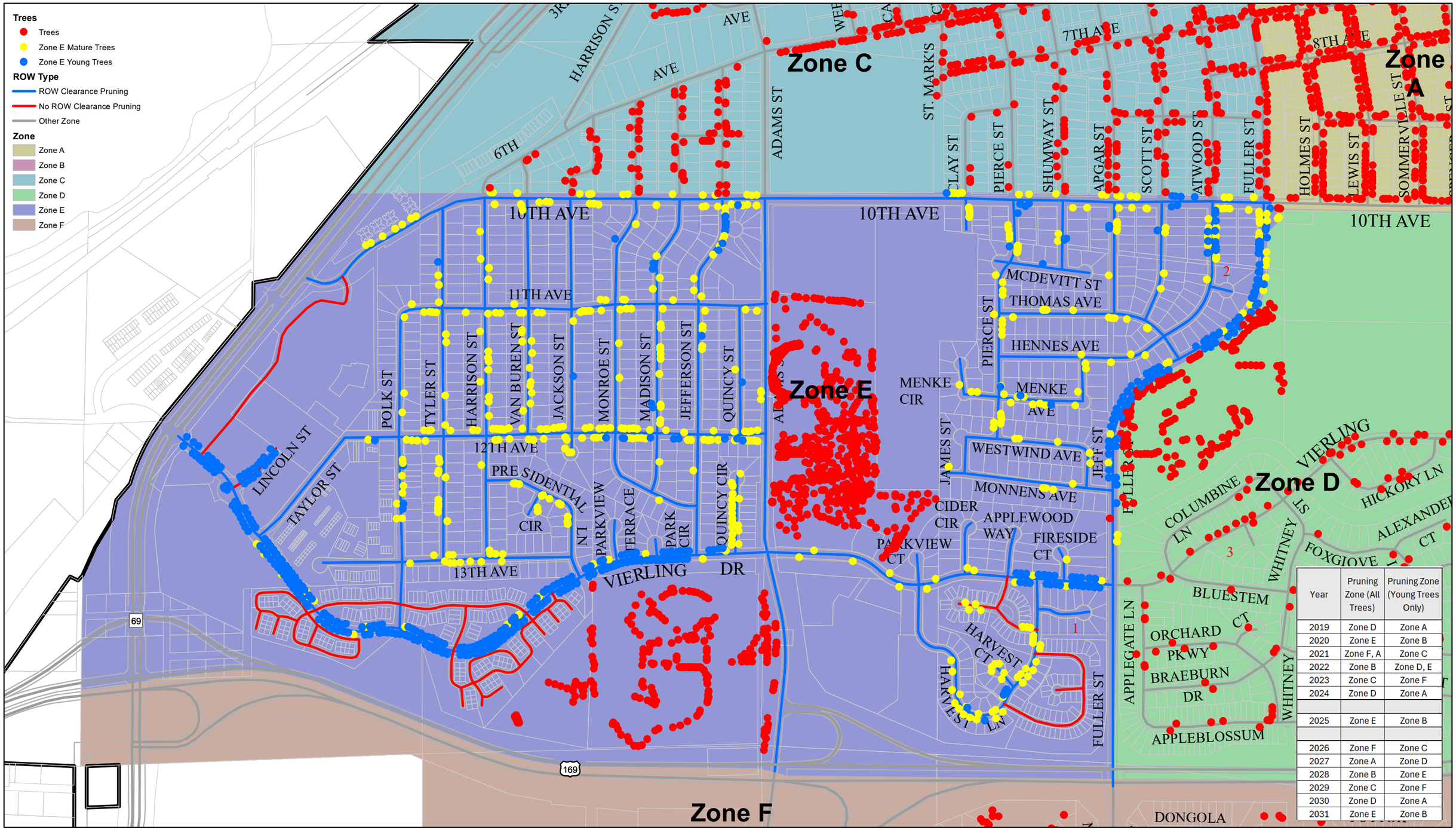
The trees proposed to be pruned in 2025 include the mature trees, young trees and general right-of-way clearance in Zone E, and only young trees in Zone B (see attached maps)

**Recommendation:**
Approve the contract.

**Budget Impact:**
$50,000 is budgeted for the 2025 Tree Pruning project within the Parks Maintenance Operating Budget.

**Attachments:**

Figure - Zone E.pdf
Figure - Zone B.pdf
Contract.pdf
Quote Tabulation.pdf



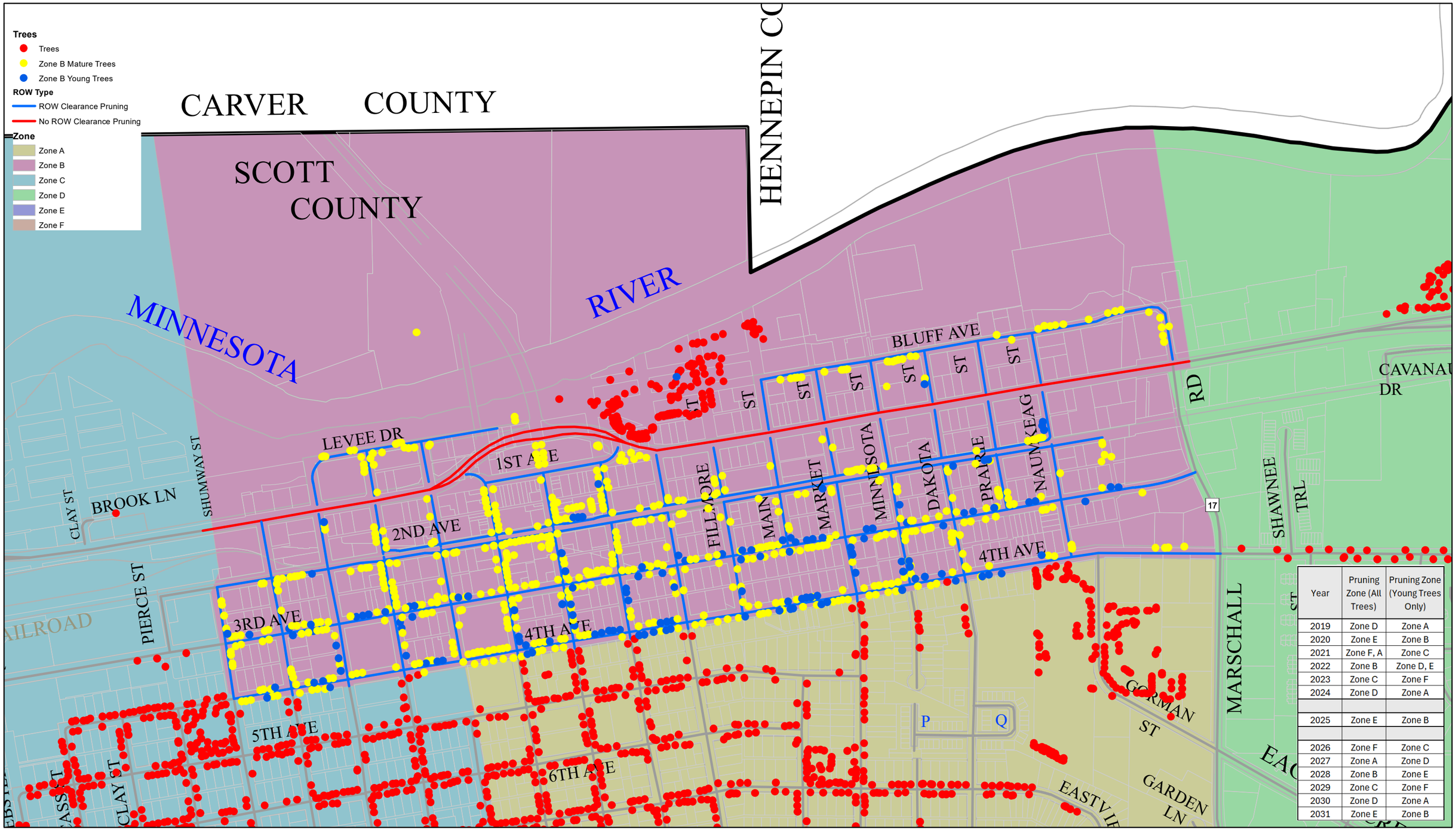

| Year | Pruning Zone (All Trees) | Pruning Zone (Young Trees Only) |
|---|---|---|
| 2019 | Zone D | Zone A |
| 2020 | Zone E | Zone B |
| 2021 | Zone F, A | Zone C |
| 2022 | Zone B | Zone D, E |
| 2023 | Zone C | Zone F |
| 2024 | Zone D | Zone A |
| | | |
| 2025 | Zone E | Zone B |
| | | |
| 2026 | Zone F | Zone C |
| 2027 | Zone A | Zone D |
| 2028 | Zone B | Zone E |
| 2029 | Zone C | Zone F |
| 2030 | Zone D | Zone A |
| 2031 | Zone E | Zone B |

SHAKOPEE

# Figure. Zone E - Pruning (Boulevard Trees: Total 891, Young 391)
# ROW Clearance Pruning to 14.6 Miles

Date: 10/24/2024

0 350 700 1,400 Feet




| Year | Pruning Zone (All Trees) | Pruning Zone (Young Trees Only) |
|---|---|---|
| 2019 | Zone D | Zone A |
| 2020 | Zone E | Zone B |
| 2021 | Zone F, A | Zone C |
| 2022 | Zone B | Zone D, E |
| 2023 | Zone C | Zone F |
| 2024 | Zone D | Zone A |
| | | |
| 2025 | Zone E | Zone B |
| | | |
| 2026 | Zone F | Zone C |
| 2027 | Zone A | Zone D |
| 2028 | Zone B | Zone E |
| 2029 | Zone C | Zone F |
| 2030 | Zone D | Zone A |
| 2031 | Zone E | Zone B |

SHAKOPEE

# Figure. Zone B - Pruning (Boulevard Trees: Total 744, Young 137)
## ROW Clearance Pruning to 7.7 Miles

Date: 10/24/2024

0 300 600 1,200 Feet

# CONTRACT

**THIS CONTRACT,** made and entered into this ___ day of _____, 2024 by and between Carr's Tree Service, hereinafter called "Contractor", and the City of Shakopee, Minnesota, a municipal corporation, hereinafter called "City."

**WITNESSETH:** That Whereas, the Contractor has become the lowest responsible bidder for furnishing the supervision, labor, tools, equipment, materials and supplies and for constructing the following City improvements:

## 2025 TREE PRUNING

**NOW THEREFORE,** the parties to this contract agree to the following:

**1. Manner for Completion.** The Contractor, at his own proper cost and expense, shall perform all work and furnish all supervision (needed beyond that provided by the City Engineer), labor, material, tools, supplies, machinery and other equipment necessary for the construction of the **2025 TREE PRUNING** for the City of Shakopee, Minnesota, in a workmanlike and substantial manner, as outlined in the Request For Quotation (RFQ).

**2. Due Diligence.** The maintenance of a rate of progress in the work which will result in its completion in a reasonable time, is an essential feature of this Contract, and the Contractor agrees to proceed with all due diligence and care, at all times to take all precautions to insure the time of completion as defined in this Contract. The Contractor shall fully complete the work called for under the Contract in accordance with the RFQ.

**3. Payment.** The City will pay the Contractor those prices stipulated in the Contractor's Quotation, which are incorporated herein by reference and made a part of this Contract, which shall constitute full and complete compensation for the contractor's work provided hereunder. The parties specifically agree and understand and the Contractor specifically waives any claim for additional compensation for any changed condition whether arising out of a physical condition at the site of an unusual nature, differing materially from those ordinarily encountered and generally recognized as inherent in work of the character and at the location provided for in the Contract or arising as a result of any force majeur.

**4. Contractor's Responsibility for Subcontractors.** It is further agreed that Contractor shall be as fully responsible to the City for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as Contractor is for the acts and omissions of persons it directly employs. Contractor shall cause appropriate provisions to be inserted in all subcontracts relating to this work, to bind all subcontractors to Contractor by all the terms herein set forth, insofar as applicable to the work of subcontractors and to give Contractor the same power regarding termination of any subcontract as the City may exercise over Contractor under any

provisions of this contract. Nothing contained in this Contract shall create any contractual relation between the subcontractor and the City or between any subcontractors.

**5. Payment to Subcontractors.** The Contractor shall pay any subcontractor within ten days of receipt of payment from the City for undisputed services provided by the subcontractor. If the Contractor fails to pay within ten days, the Contractor shall pay the subcontractor interest at the rate of one and one-half percent per month or part of month to the subcontractor on any undisputed amount not paid on time to the subcontractor, in accordance with Minn. State. Sec. 471.425, Subd. 4a.

**6. City Instructions.** The City may declare the contract forfeited, should the Contractor persistently disregard instructions of the City or fail to observe or perform any provisions of this Contract.

**9. Duplicate Originals.** This Contract shall be executed in two copies; one (1) copy being retained by the City, one (1) to be delivered to the Contractor.

**10. Nondiscrimination.** The Contractor agrees in the performance of this Contract not to discriminate on the ground or because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age, against any employee of Contractor or applicant for employment, and shall include a similar provision in all subcontracts let or awarded hereunder

**11. Jurisdiction.** This agreement and every question arising hereunder shall be construed or determined according to the laws of the State of Minnesota.

| CONTRACTOR | CITY OF SHAKOPEE, MINNESOTA |
|---|---|
| By _____ | By_____<br>Matt Lehman/Mayor |
| By _____ | By_____<br>Bill Reynolds/City Administrator |

**QUOTATION FORM**

# *2025 TREE PRUNING*

COMPANY NAME:__Carr's Tree Service, Inc._____

ADDRESS: _P.O. Box 250, Ottertail, MN 56571_____ ZIP___56571_____

TELEPHONE: __218-367-3355_____

QUOTATIONS ARE DUE BY 10:00 A.M., LOCAL TIME, NOVEMBER 20, 2024.

To:

Lindsey Vugteveen, Water Resource – Environmental Technician
485 Gorman Street
Shakopee, MN 55379
Email: lvugteveen@shakopeemn.gov

The undersigned, as bidder, hereby proposes and agrees to enter into a contract with the City of Shakopee to supply all labor, materials, and equipment necessary to complete 2025 Tree Pruning, all in accordance with the plans and specifications prepared by the City of Shakopee and in strict accordance with the unit prices herewith.

The final amounts of the contract shall be determined by multiplying the final measured quantities as authorized and actually furnished and installed in the manner described in the specifications, by the unit stated in this proposal form. The Contractor will not be entitled to any compensation on any items other than those listed on this proposal form.

The bidder must bid each item.

The contract award will be based upon the low bid. In the event the unit prices extended do not equal the total bid, the unit prices shall govern to become the total bid. The lowest quote shall be determined by the Quote Amount per Working Hour, submitted on the Official Quote Form. The Contract is anticipated to be awarded a contractor by City Council on December 3rd, 2024.

CITY OF SHAKOPEE
FOR 2025 TREE PRUNING
OFFICIAL QUOTE FORM

Quote Price as specified in PREPERATION OF QUOTES on page 1

Contractor Tree Care Registry Number:__#20106532_____

| 1 | 2 | 3 |
|---|---|---|
| Total Price for Crew ($) | Number of Crewmembers per Crew | Amount per working hour ($) 1 ÷ 2 = 3 |
| $179.45 | 3 Person Crew | $59.82 |

| Number of crewmembers/crew | Number of Certified Arborists/Crew |
|---|---|
| 3 | 1 |

Lists Certified Arborists to work on this contract.

| Name | Cert. Number | Expiration Date | Years Certified |
|---|---|---|---|
| Jacob Schauf | MN-4908A | 12/31/24 | 3 |
| | | Renewed | |
| | | | |
| | | | |

*Attach additional sheet if needed.*

List main contact for this contract.

| Name | Cell Phone | Office Phone | Email |
|---|---|---|---|
| Jacob Schauf | 507-740-0209 | 218-367-3355 | jschauf@carrstreeservice.com |

Large Equipment to be used: __Sennebogen, Claw Truck_____

References from two municipal pruning contracts of similar scope within last 5 years:

| City | Contact Name | Phone Number |
|---|---|---|
| City of Apple Valley | Taylor Stockert | 952-953-2464 |
| City of Burnsville | Brian Ulvin | 952-895-4531 |

Quote Information

| Date of Quote | Contractor Address | Owner/President |
|---|---|---|
| November 20, 2024 | P.O. Box 250<br>Ottertail, MN 56571 | Jake Carr-CEO |
| Contractor Name | | Authorizing Signature |
| Carr's Tree Service, Inc. | | Carr |

Contractor is (check one): Individual____ Partnership____ Corporation__X__

The undersigned agrees as follows:

1. The City of Shakopee, Minnesota, reserves the right to reject any and all bids, to waive any minor irregularities in bidding, and/or to accept the bid or bids which best serve the interest of the City of Shakopee.

2. If this quotation is accepted, bidder will enter into a contract and furnish insurance certificate(s) within ten (10) days after bidder's quote is accepted. Bidder agrees to commence work as soon as possible after acceptance and to complete all work on or before the completion date, subject to the provisions of the contract documents.

Respectfully Submitted,

Firm: _Carr's Tree Service, Inc._____

By:_____
(Signature of Bidder)

Title: __CEO_____

____Jake Carr_____
(Name)

__P.O. Box 250_____
(Address)

_Ottertail, MN 56571_____
(City and State)

DATE:_November 20, 2024_____

## STATE OF MINNESOTA - RESPONSIBLE CONTRACTOR CERTIFICATE

A responsible contractor is defined in Minnesota Statutes §16C.285, subdivision 3.

Any prime contractor or subcontractor who does not meet the minimum criteria under Minnesota Statutes §16C.285, subdivision 3, or who fails to verify that it meets those criteria, is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project.

A false statement under oath verifying compliance with any of the minimum criteria shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract for the project and may result in termination of a contract awarded to a prime contractor or subcontractor that makes a false statement.

A prime contractor shall submit to the contracting authority prior to execution of the contract, copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause 7.

By signing this statement, I, __Jake Carr_____(typed or printed name),
____CEO_____(title) certify that I am an owner or officer of the company and do verify under oath that my company is in compliance with each of the minimum criteria listed in the law.

____Carr's Tree Service, Inc._____
*(name of the person, partnership or corporation submitting this proposal)*

__P.O. Box 250, Ottertail, MN 56571_____
*(business address)*

Signed: _____ _November 20, 2024_____
*(bidder or authorized representative)* *Date*

| Quotation Results<br>2025 Tree Pruning<br>November 20th, 2024<br>City of Shakopee | |
|---|---|
| **Bidder** | **Amount** |
| Carr's Tree Service | $ 59.82 |
| Ostvig Tree, Inc. | $ 104.90 |
| Davey | $ 135.00 |
| Precision Landscape and Tree | $ 150.00 |

**Agenda Item:** Accept a donation of two scoreboards from Shakopee Youth Football Association, Resolution No. R2024-133
**Prepared by:** Sherry Dvorak, Recreation Programs Manager
**Reviewed by:** Kelsi McNutt

**Action to be considered:**
Accept two scoreboards from Shakopee Youth Football Association, Resolution No. R2024-133.

**Motion Type:**
Approve

**Background:**
In the spring of 2024, the Shakopee Youth Football Association submitted a proposal to the city to fully fund two scoreboards at 17th Avenue Sports Complex. The scoreboards were installed on Mark Grommesch Field 1 and Field 2. This project was approved at the April 2, 204 City Council meeting and was scheduled for install in August/Septemeber. Both scoreboards are now installed and project is complete.

The Park Maintenance Division had concerns involving the long-term maintenance of the scoreboard and the impact that it could have on their budget. With their concerns in mind, a maintenance agreement has been developed for the life of the scoreboards.

The City of Shakopee appreciated the generosity and partnership of the Shakopee Youth Football Association, which helps support the City's parks and recreation services and given time and resources over the years to help make the Shakopee facilities wonderful facilities for the community.

**Recommendation:**
Accept two scoreboards from Shakopee Youth Football Association, Resolution No. R2024-133.

**Budget Impact:**

The maintenance agreement specifies responsibilities of both the city and the association for the life cycle of the scoreboards.

**Attachments:**
Resolution 2024-133 .pdf

**RESOLUTION NO. 2024-133**

**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA ACCEPTING THE DONATION OF A STORAGE BUILDING FROM THE SHAKOPEE SOCCER ASSOCIATION**

WHEREAS, on November 6, 2002, the City Council adopted Resolution No. 5794, which established procedure relating to the receipt of gifts and donations by the City; and

WHEREAS, Resolution No. 5794 specifies that donations of real property shall be accepted by resolution of the City Council, and shall require a two-thirds majority of the Council for acceptance; and

WHEREAS, THE SHAKOPEE YOUTH FOOTBALL have generously constructed and donated two scoreboards at 17th Avenue Sports Complex Mark Grommesch Field 1 & 2; and

WHEREAS, such donations will help improve park facilities and enhance the overall quality of like in Shakopee.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA, that the donation is gratefully accepted; and

FURTHER, the City staff is directed to send a letter to the donor, acknowledging receipt of the gift and expressing appreciation of the City Council.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 3rd day of December 2024.

_____
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

**Agenda Item:** Accept a monetary donation as part of Donations from the Heart Program

**Prepared by:** Alexandria Anderson, Community Engagement Coordinator
**Reviewed by:**

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**Action to be considered:**
Accept one memorial benches given through the Donations from the Heart Program, Resolution No # R2024-148

**Motion Type:**
Approve

**Background:**
In 2009, the city adopted established The Donations From the Heart Program to offer an opportunity to donate a
bench or a tree to the city in honor of a loved one. The program establishes the financial donation accepted to place a
bench or a tree on City property. Each bench includes an attached engraved plaque stating the donation. The benches
are selected by the city to maintain consistency of the site furnishings.

In 2024, there was one family that donated through this program for memorial benches in honor of the
following:

Name: Jerome Hennen
Donation Amount: $2,400
Location of Bench: Lion's Park

**Recommendation:**
Approve Resolution No # R2024-148

**Budget Impact:**
The amount of the donation covers the expense of the benches and plaque engraving.

The Parks Maintenance Division provides
the labor of assembling the benches and installing them.

**Attachments:**
Res. 2024-148 Acceptance of Yearly Donations of the Heart.pdf

**RESOLUTION NO. R2024-148**

**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA ACCEPTING A MONETARY DONATIONS AS PART OF DONATIONS FROM THE HEART PROGRAM**

WHEREAS, on November 6, 2002, the City Council adopted Resolution No. 5794, which established procedure relating to the receipt of gifts and donations by the City; and

WHEREAS, Resolution No. 5794 specifies that donations of real property shall be accepted by resolution of the City Council, and shall require a two-thirds majority of the Council for acceptance; and

WHEREAS, the following family has generously given a monetary donation in honor of Jerome Hennen, $2,400.

WHEREAS, such donation will be used for one memorial bench.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA, that the donation is gratefully accepted; and

FURTHER, the City staff is directed to send a letter to the donor, acknowledging receipt of the gift and expressing the appreciation of the City Council.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota held this 3rd Day of December 2024.

_____
Matt Lehman
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

**Agenda Item:**
FEMA's Assistance to Firefighters Grant Application

**Prepared by:** Andrea Harrell, Grants and Special Projects Coordinator
**Reviewed by:** Chelsea Petersen

---

**Action to be considered:**

Adopt Resolution R2024-156, approving an application to FEMA's Assistance to Firefighters Grant (AFG) program.

**Motion Type:**
Simple Majority

**Background:**
FEMA's AFG program provides funding to Fire Departments, Non-affiliated EMS organizations, and State Fire Training Academies to enhance the safety of firefighters, and therefore the public. In doing so, they provide critically needed resources that equip and train emergency personnel to the recognized standards, enhance operational efficiencies, foster interoperability, and support community resilience. The City of Shakopee is requesting funding to purchase upgraded hose and nozzles.

**Recommendation:**

Adopt Resolution R2024-156.

**Budget Impact:**

The grant requires a 10% match and will be provided through the Fire Department's annual equipment budget.

**Attachments:**

Resolution R2024-156.pdf

**RESOLUTION R2024-156**
**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA APPROVING THE CITY TO SUBMIT A FEMA ASSISTANCE TO FIREFIGHTERS GRANT APPLICATION**

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**WHEREAS**, the City of Shakopee supports the application made to the FEMA Assistance to Firefighters grant, and

**WHEREAS**, the application is to obtain supplemental funding for the purchase of upgraded hose and nozzles, and

**WHEREAS**, the City of Shakopee recognizes a 10% match is required and will be provided through the Fire Department's annual equipment budget.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS**: if the City of Shakopee is awarded a grant by the FEMA, the City of Shakopee agrees to accept the grant award and may enter into an agreement with FEMA for the above-referenced project. The City of Shakopee will comply with all applicable laws, requirements, and regulations as stated in the grant agreement.

Adopted in the regular session of the City Council of the City of Shakopee, Minnesota, held this 3rd day of December 2024.

_____
Matt Lehman,
Mayor of the City of Shakopee

ATTEST:

_____
Lori Hensen
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

**Agenda Item:** Final Acceptance and Payment for the Lift Station 16 Rehabilitation Project
**Prepared by:** Darin Manning, Project Engineer
**Reviewed by:** Alex Jordan, City Engineer

**Action to be considered:**
Adopt Resolution R2024-149, accepting work on the Lift Station 16 Rehabilitation Project, SEWER-19-001 and the SCADA System Improvement Project, SEWER-19-005, and authorize final payment in the amount of $16,849.80.

**Motion Type:**
Adopt

**Background:**
On March 15, 2022, the City Council adopted Resolution R2022-038 accepting the bids and awarding a contract for the Lift Station 16 Rehabilitation Project and the SCADA System Improvement Project to Rice Lake Construction, of Deerwood, Minnesota.

All of the improvements have been constructed in accordance with the contract documents. Attached is the Certificate of Completion showing the original contract amount of $1,661,800.00 with actual final costs of $1,684,979.95. All required project documentation has been received and is compliant. Final payment to Rice Lake Construction in the amount of $16,849.80 will be issued once approved.

**Recommendation:**
Adopt Resolution R2024-149

**Budget Impact:**
The total final project amount is $2,485,437.16. This total amount includes the final construction cost of $2,000,737.27 and engineering/administration/legal costs amounting to $484,699.89. This project is funded by the Sanitary Sewer Fund. Table 1 below provides a summary of the costs and funding comparing the estimated amounts based on bid award versus the final actual amounts.

**Table 1. Cost and Funding for Projects SEWER-19-001 and SEWER-19-005**

| | ESTIMATED BASED ON BID AWARD | FINAL PROJECT COSTS |
|---|---|---|
| **COSTS** | | |
| Construction Cost (Rice Lake) | $1,661,800.00 | $1,684,979.95 |
| Construction Cost (Miscellaneous) | $319,000.00 | $315,757.32 |
| Contingency | $84,000.00 | $0.00 |
| Subtotal | $2,064,800.00 | $2,000,737.27 |
| | | |
| Engineering/Admin/Legal | $448,000.00 | $484,699.89 |
| **Total Project Cost** | **$2,512,800.00** | **$2,485,437.16** |
| | | |
| **FUNDING** | | |
| Sanitary Sewer Fund | $2,512,800.00 | $2,485,437.16 |
| **Total Funding** | **$2,512,800.00** | **$2,485,437.16** |

**Attachments:**
RESR2024-149.pdf
CERTIFICATE OF COMPLETION -L16 REHABILITATION.pdf

**RESOLUTION R2024-149**
**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA ACCEPTING WORK ON THE LIFT STATION 16 REHABILITATION PROJECT SEWER-19-001, AND THE SCADA SYSTEM IMPROVEMENT PROJECT SEWER-19-005, AND AUTHORIZE FINAL PAYMENT IN THE AMOUNT OF $16,849.80**

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**WHEREAS**, pursuant to a written contract signed with the City of Shakopee on March 15, 2022, Rice Lake Construction has satisfactorily completed the Lift Station 16 Rehabilitation and SCADA System Improvement Project in accordance with such contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS**: The work completed under said contract is hereby accepted and approved.

**BE IT FURTHER RESOLVED AS FOLLOWS:** The City Clerk and Mayor are hereby directed to issue a proper order for the final payment on such contract in the amount of $16,849.80, taking the contractor's receipt in full.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota, held this 3rd day of December 2024.

_____
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

# CERTIFICATE OF COMPLETION

**CONTRACT NO(S): SEWER-19-001 & SEWER -19-005** **DATE: December 3, 2024**

**PROJECT DESCRIPTION: Lift Station 16 Rehabilitation and SCADA System Improvement**

**CONTRACTOR:** **Rice Lake Construction**
**22360 County Road 12**
**Deerwood, MN 56444**

**ORIGINAL CONTRACT AMOUNT . . . . . $ 1,661,800.00**

**QUANTITY CHANGE AMOUNT . . . . . $ -0-**

**CHANGE ORDER NO. _____ THRU NO. _____ AMOUNT $ -0-**

**FINAL CONTRACT AMOUNT . . . . . $ 1,684,979.95**

**LESS PREVIOUS PAYMENTS . . . . . $ 1,668,130.15**

**FINAL PAYMENT . . . . . $ 16,849.80**

**I, hereby certify that the above described work was inspected under my direct supervision and that, to the best of my belief and knowledge, I find that the same has been fully completed in all respects according to the contract, together with any modifications approved by City Council. I, therefore, recommend above specified final payment be made to the above named Contractor.**

Dani Mac

**Professional Engineer**

**Agenda Item:** Closing of the Small Cities Development Program Special Revenue Fund.
**Prepared by:** Nate Reinhardt, Finance Director
**Reviewed by:**

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**Action to be considered:**
Approve Resolution No. R2024-154 closing the Small Cities Development Program (Fund 2161) Special Revenue Fund.

**Motion Type:**
Approve

**Background:**
The Small Cities Development Program (SCDP) Special Revenue Fund was established to account for a SCDP Grant and activity. The City received a $877,800 grant in 1999. Over the years, it included forgivable loans to support housing, rental and commercial rehabilitation. The fund has not had any expenses since 2013, but received re-payments in 2017 and 2018. A residual balance of $18,367.97 has remained in the fund since the last activity in 2018.

The City does not have any qualified programming planned for the use of these funds and the small amount along with the federal guidelines that govern the use of these funds (such Davis-Bacon wage requirements and environmental reviews) have limited the city's ability to utilize these funds. The City has been in contact with representatives from MN DEED over the years on potential uses and has continued to comply with reporting requirements, but not projects have come to fruition.

On November 19, 2024 the City received a letter from MN DEED requesting the return of the idle funds.

**Recommendation:**
Approval

**Budget Impact:**
The remaining balance of $18,368.97 of SCDP grant funds will be returned to grantor and fund will be closed.

**Attachments:**
R2024-154 Resolution Closing the SCDP Grant Fund.pdf

**RESOLUTION R2024-154**
**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA CLOSING THE SMALL CITIES DEVELOPMENT PROGRAM GRANT SPECIAL REVENUE FUND**

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**WHEREAS**, the City of Shakopee in 1999 received a Small Cities Development Program Grant in the amount of $877,800 and established a Special Revenue Fund to account for the activity of the grant; and

**WHEREAS**, funds were utilized to support housing/rental/commercial rehabilitation in the form of forgivable loans; and

**WHEREAS**, the City has received repayments, the last occurring in 2018, and no activity has been recorded in the fund since 2018; and

**WHEREAS**, the City has not identified an eligible project and the remaining $18,367.97 has been requested by the Minnesota Department of Employment and Economic Development (DEED) be returned;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS**: the remaining idle balance of $18,367.97 be returned to DEED and the SCDP Grant (Fund #2161) be closed.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota, held this 3rd day of December 2024.

_____
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

**Agenda Item:** Final Acceptance and Payment for the TH 169 Pedestrian Bridge Improvements
**Prepared by:** Alex Jordan, City Engineer
**Reviewed by:**

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**Action to be considered:**
Adopt Resolution R2024-150, accepting work on the TH 169 Pedestrian Bridge Improvements, CIF-22-002, and authorizing final payment in the amount of $62,118.57.

**Motion Type:**
Adopt

**Background:**
On February 21, 2023, the City Council adopted Resolution R2023-022 accepting the bids and awarding the contract for the TH 169 Pedestrian Bridge Improvements to Lunda Construction Co., of Rosemount, MN.

All of the improvements have been constructed in accordance with the contract documents. Attached is the Certificate of Completion showing the original contract amount of $4,854,177.84 with actual final costs of $4,912,419.59. All required project documentation has been received and is compliant. Final payment to Lunda Construction in the amount of $62,118.57 will be issued once approved.

**Recommendation:**
Adopt Resolution R2024-150

**Budget Impact:**
The total estimated final project amount is $5,877,840.90. This project is funded by the Capital Improvement Fund (CIF), State Bonding Funds and State Aid Funds. The following table provides a summary of the costs and funding amounts comparing the estimated bid award budget versus the final project costs:

**Table 1: Cost and Funding for the TH 169 Pedestrian Bridge Improvements**

| | Estimated Based on Bid Award | Final Project Costs |
|---|---|---|
| **COSTS** | | |
| Construction | $4,854,117.84 | $4,912,419.59 |
| Land Acquisition/ROW | $118,513.19 | $98,864.69 |
| Contingency | $242,700.00 | $0.00 |
| Eng/Admin/Legal | 800,000.00 | $866,556.62 |
| **Total Project Cost** | **$6,015,331.03** | **$5,877,840.90** |
| | | |
| **FUNDING** | | |
| State Bonding Funds | $2,000,000.00 | $2,000,000.00 |
| State Aid Funds | $2,400,000.00 | $2,400,000.00 |
| Capital Improvement Fund (CIF) | $1,615,331.03 | $1,477,840.90 |
| **Total Project Funding** | **$6,015,331.03** | **5,877,840.90** |

**Attachments:**
Certificate of Completion -TH169 Pedestrian Bridge Improvements
Resolution R2024-150

# CERTIFICATE OF COMPLETION

**CONTRACT NO(S): CIF-22-002** **DATE: December 3, 2024**

**PROJECT DESCRIPTION: TH 169 Pedestrian Bridge**

**CONTRACTOR:** **Lunda Construction Co.**
**15601 Clayton Avenue East**
**Rosemount, MN 55068**

**ORIGINAL CONTRACT AMOUNT . . . . . $ 4,854,177.84**

**QUANTITY CHANGE AMOUNT . . . . . $ -0-**

**CHANGE ORDER NO. 1 THRU NO. 1 AMOUNT $75,952.37**

**FINAL CONTRACT AMOUNT . . . . . $ 4,912,419.59**

**LESS PREVIOUS PAYMENTS . . . . . $ 4,850,301.02**

**FINAL PAYMENT . . . . . $ 62,118.57**

**I, hereby certify that the above described work was inspected under my direct supervision and that, to the best of my belief and knowledge, I find that the same has been fully completed in all respects according to the contract, together with any modifications approved by City Council. I, therefore, recommend above specified final payment be made to the above named Contractor.**

**Professional Engineer**

**RESOLUTION R2024-150**
**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA ACCEPTING WORK ON THE TH169 PEDESTRIAN BRIDGE PROJECT, IMPROVEMENT PROJECT CIF-22-002, AND AUTHORIZE FINAL PAYMENT IN THE AMOUNT OF $62,118.57**

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**WHEREAS**, pursuant to a written contract signed with the City of Shakopee on February 21, 2023, Lunda Construction Co. has satisfactorily completed the TH169 Pedestrian Bridge Project in accordance with such contract.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS**: The work completed under said contract is hereby accepted and approved.

**BE IT FURTHER RESOLVED AS FOLLOWS:** The City Clerk and Mayor are hereby directed to issue a proper order for the final payment on such contract in the amount of $62,118.57, taking the contractor's receipt in full.

Adopted in regular session of the City Council of the City of Shakopee, Minnesota, held this 3rd day of December 2024.

_____
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

# Shakopee City Council
# December 3, 2024

**5.k**

**Agenda Item:** Declaration of surplus property
**Prepared by:** Chelsea Petersen, Assistant City Administrator
**Reviewed by:** Neal Aho, Jeremy Benz, Mike Nelson

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**Action to be considered:**
Declare equipment as surplus and authorize its disposal

**Motion Type:**
Simple Majority

**Background:**
The city's Facilities Division and Fire Department have a number of items that have exceeded their useful life. At this time, staff is requesting to declare the equipment as surplus property and authorize its disposal. All items listed will be listed for sale at an online public auction, and if items are unable to be sold they will be recycled.

The surplus items are as follows and have photos attached:

- Two new-in-box retired Minnesota State outdoor flags - 3'x5'
- Two new-in-box retired Minnesota State outdoor flags - 4'x6'
- One new-in-box retired Minnesota State outdoor flag - 5'x8'
- One used (in Ice Arena) retired Minnesota State flag - 5'x8'
- Two used (in Council Chambers, Senior Lounge) retired Minnesota State flags with gold fringe - 3'x5'
- Two metal children's pedal cars
- One 4-drawer file cabinet with keys
- One 3-drawer file cabinet with keys
- One 2-drawer legal file cabinet with keys
- Three ALLSTEEL linear file cabinets
- Two 2-drawer file cabinets
- Cubicle wall setup (walls only)
- Temporary dorm emergency lighting from Fire Station 1

**Recommendation:**
Approval as requested

**Budget Impact:**

N/A

**Attachments:**
December Surplus




OPEN OTHER END




















*General depiction of all flags, detailed photos will accompany public auction listings



**Agenda Item:**
National Recreation and Park Association's Supporting Healthy Aging Through Parks and Recreation Grant Award

**Prepared by:** Andrea Harrell, Grants and Special Projects Coordinator
**Reviewed by:** Chelsea Petersen

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**Action to be considered:**

Adopt Resolution R2024-157, accepting National Recreation and Parks Association's (NRPA) Supporting Healthy Aging Through Parks and Recreation (SHARP) grant award and authorizing the City Administrator to execute the necessary contracts and agreements applicable to accepting this award.

**Motion Type:**
Simple Majority

**Background:**
At its October 15, 2024 meeting, Council approved the application to the NRPA's SHARP grant. The SHARP grant will train Parks and Recreation staff in the Fit & Strong! class, provide consultation services and class materials, and includes a $1,000 financial award to support staff participation in the NRPA's Community of Practice.

**Recommendation:**

Adopt Resolution R2024-157.

**Budget Impact:**
A 0% match is required.

**Attachments:**
Resolution R2024-157 AWARD.pdf
Resolution R2024-132 Application.pdf

**RESOLUTION R2024-157**
**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA APPROVING THE CITY TO SUBMIT A NATIONAL RECREATION AND PARK ASSOCIATION SUPPORTING HEALTHY AGING THROUGH PARKS AND RECREATION GRANT AWARD AGREEMENT**

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**WHEREAS**, the City of Shakopee applied to the National Recreation and Parks Association's Supporting Healthy Aging Through Parks and Recreation grant, previously approved via Resolution R2024-132 on 15th day of October 2024, and

**WHEREAS**, the grant award is to provide training, consultation support, and funding to train Parks & Recreation staff and provide class materials to hold the Fit & Strong! class, and

**WHEREAS**, the City of Shakopee was awarded the Supporting Healthy Aging Through Parks and Recreation grant for $1,000, training and consultation services, and class materials, and

**WHEREAS,** the City of Shakopee recognized a 0% match was required.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS**: the City of Shakopee recognizes it has been awarded a grant by the National Recreation and Parks Association, agrees to accept the grant award and grant agreement for the above-referenced project, and authorizes the City Administrator to execute the necessary contracts and agreements applicable to accepting this award. The City of Shakopee will comply with all applicable laws, requirements, and regulations as stated in the grant agreement.

Adopted in the regular session of the City Council of the City of Shakopee, Minnesota, held this 3rd day of December 2024.

_____
Matt Lehman,
Mayor of the City of Shakopee

ATTEST:

_____
Lori Hensen
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

**RESOLUTION R2024-132**
**A RESOLUTION OF THE CITY OF SHAKOPEE, MINNESOTA APPROVING THE CITY TO SUBMIT A NATIONAL RECREATION AND PARK ASSOCIATION SUPPORTING HEALTHY AGING THROUGH PARKS AND RECREATION PROGRAM APPLICATION**

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**WHEREAS**, the City of Shakopee supports the application made to the National Recreation and Park Association's (NRPA) Supporting Healthy Aging Through Parks and Recreation (SHATPR) program, and

**WHEREAS**, the application is to obtain funding for the support costs of establishing programming and training Recreation staff in at least one of five classes to increase access to arthritis-appropriate, evidence-based interventions for older adults, and

**WHEREAS**, the City of Shakopee recognizes a 0% match is required.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA AS FOLLOWS**: if the City of Shakopee is awarded a grant by the National Recreation and Parks Association, the City of Shakopee agrees to accept the grant award and may enter into an agreement with National Recreation and Parks Association for the above-referenced project. The City of Shakopee will comply with all applicable laws, requirements, and regulations as stated in the grant agreement.

Adopted in the regular session of the City Council of the City of Shakopee, Minnesota, held this 15th day of October 2024.

_____
Matt Lehman,
Mayor of the City of Shakopee

ATTEST:

_____
Lori Hensen
City Clerk

Prepared by:
City of Shakopee
485 Gorman Street
Shakopee, MN 55379

# Shakopee City Council
# December 3, 2024

**5.m**

**Agenda Item:** Approve a Temporary On-Sale Liquor License for Hockey Day MN 2025
**Prepared by:** Heidi Emerson, Deputy City Clerk
**Reviewed by:**

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**Action to be considered:**
Approve a Temporary On-Sale Liquor License for Hockey Day MN being held January 22 - 25, 2025

**Motion Type:**
Simple Majority

**Background:**
Staff has received a temporary on-sale liquor license application from Hockey Day MN for an event being held January 22-25, 2025. The Hockey Day MN event will be held at Valleyfair, located at 1 Valleyfair Drive.

Liquor sales will take place between the hours of 12:00 p.m. - 11:30 p.m. on January 22, 23 and 24th and between the hours of 8:00 a.m. - 11:30 p.m. on January 25th.

Liquor will be sold at various fixed locations both inside the park and in the parking lot area. An event ticket will be required for entry into any area where liquor will be consumed, and the areas will be fenced off from public access. All attendees who wish to consume liquor will have their age and identification verified, and then will be wrist-banded.

The application is in order and all fees have been paid. The applicant has applied for and is awaiting a final certificate of liquor liability insurance, so approval is contingent upon city staff receiving that copy of insurance.

**Recommendation:**
Approve the above requested motion

**Budget Impact:**
N/A

**Attachments:**

**Agenda Item:** Approval of State Legislation Specific to Shakopee for Social Districts
**Prepared by:** Michael Kerski, Planning and Development Director
**Reviewed by:** Michael Kerski

**Action to be considered:**
Approve Resolution R2024-155 accepting special laws enacted in the regular session in 2024 relating to Social District Licensing for Shakopee.

**Motion Type:**
Approve

**Background:**
Last session the Legislature granted Social District Authority to Stillwater and Shakopee. Anoka already has the authority. The legislation allows for consumption of alcohol within the District under specific regulations. The city council could establish the district at a later date including clearly defining boundaries, management and maintenance and requirements for an on-sale licensees along with other social district requirements required in the legislation.

The legislation must be accepted by the city council prior to the start of the next session in 2025. The effective date of the current legislation is after August 31, 2025 to allow the cities to select area(s) and to create the necessary rules and regulations to meet the state's requirements.

This acceptance of the legislation does not obligate the city council to create any districts. The state's form must be completed and submitted for final acceptance.

**Recommendation:**
Approve Resolution R2024-155

**Budget Impact:**
NA

**Attachments:**
Resolution for Social Distirct legislative acceptance.pdf
Social District Legislation for Shakopee.pdf

State Form.pdf

**RESOLUTION R2024-155**

**A RESOLUTION ACCEPTING SPECIAL LAWS ENACTED IN THE REGULAR SESSION IN 2024 RELATING TO SOCIAL DISTRICT LICENSING FOR SHAKOPEE BY AMENDING STATE CHAPTER 114, ARTICLE 5, SECTION 6.**

**WHEREAS,** the City of Shakopee desires to remain competitive with other tourist and entertainment destinations in the State of Minnesota;

**WHEREAS,** the city received support from Representatives Tabke, Bakeberg and Senator Pratt for legislation to create possible Social Districts in Shakopee;

**WHEREAS**, the Minnesota Legislature passed legislation for the City of Shakopee granting it a Special License for the creation of Social Districts subject to the conditions of Section 5 and the same was signed into law by the Governor;

**WHEREAS,** Minnesota State Statutes require that a special law shall not be effective without approval of the local government unit by a majority of its members.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHAKOPEE, MINNESOTA,** that the city accepts and approves the legislation creating Social District Licenses: City of Anoka, Shakopee and Stillwater.

Adopted in a public session by the City Council of the City of Shakopee, Minnesota, held the 3rd day of November, 2024..

_____
Mayor of the City of Shakopee

ATTEST:

_____
City Clerk

Sec. 5. ~~**CITY OF ANOKA; SPECIAL LICENSE**~~ **SOCIAL DISTRICT LICENSE; CITIES OF ANOKA, SHAKOPEE, AND STILLWATER.**

Subdivision 1. **Social district; consumption allowed.** The ~~city of Anoka~~ cities of Anoka, Shakopee, and Stillwater may issue a social district license to any holder of an on-sale license whose on-sale premises is contiguous with the premises of the social district designated in subdivision 2. The license authorizes consumption, but not sales or service, of alcoholic beverages sold by the on-sale licensee within the social district.

Subd. 2. **Designation of social district.** (a) Prior to issuing the license in subdivision 1, the city ~~of Anoka~~ must designate and describe the premises of the social district. The district may not include any area under the ownership or control of a person that objects to the extension of the social district to that area.

(b) The designation must include the specific premises where consumption of alcoholic beverages is allowed and also include the proposed hours and days in which consumption of alcoholic beverages is allowed in the social district. The city ~~of Anoka~~ must adopt the designation by ordinance prior to issuing the license in subdivision 1.

Subd. 3. **Boundaries clearly defined.** The social district must be clearly defined with signs posted in a conspicuous location indicating the area included in the social district and the days and hours during which alcoholic beverages may be consumed in the district. In addition, signs must include:

(1) the local law enforcement agency with jurisdiction over the area comprising the social district; and

(2) a clear statement that an alcoholic beverage purchased for consumption in the social district shall:

(i) only be consumed in the social district; and

(ii) be disposed of before the person in possession of the alcoholic beverage exits the social district unless the person is reentering the licensed premises where the alcoholic beverage was purchased.

Subd. 4. **Management and maintenance.** The city ~~of Anoka~~ must establish management and maintenance plans for the social district and post these plans, along with a rendering of the boundaries of the social district and days and hours during which alcoholic beverages may be consumed in the district, on the website for the city ~~of Anoka~~. The social district must be maintained in a manner that protects the health and safety of the general public.

Subd. 5. **Requirements for on-sale licensees.** An on-sale licensee holding a social district license may only sell and serve alcoholic beverages on the premises specified in the licensee's on-sale license. The licensee must not allow a person to enter or reenter its on-sale licensed premises with an alcoholic beverage not sold by the on-sale licensee. Sales for consumption in the social district must meet the following container requirements:

(1) the container clearly identifies the on-sale licensee from which the alcoholic beverage was purchased;

(2) the container clearly displays a logo or some other mark that is unique to the social district in which it will be consumed;

(3) the container is not comprised of glass;

(4) the container displays, in no less than 12-point font, the statement, "Drink Responsibly - Be 21."; and

(5) the container shall not hold more than 16 fluid ounces.

Subd. 6. **Additional social district requirements.** The possession and consumption of an alcoholic beverage in a social district is subject to all of the following requirements:

(1) only alcoholic beverages purchased from an on sale-licensee holding a social district license located in or contiguous to the social district may be possessed and consumed in the district;

(2) alcoholic beverages shall only be in containers meeting the requirements set forth in subdivision 5;

(3) alcoholic beverages shall only be possessed and consumed during the days and hours set by the city ~~of Anoka~~ as specified in subdivision 2; and

(4) a person shall dispose of any alcoholic beverage in the person's possession prior to exiting the social district unless the person is reentering the on-sale licensed premises where the alcoholic beverage was purchased.

Subd. 7. **Report required.** Within 24 months from the first issuance of a social district license, the city of Anoka must provide a report to the chairs and ranking minority members of the legislative committees with jurisdiction over liquor regulation. The report must include a discussion of the following subjects:

(1) the process used by the city in designating the social district;

(2) the community response to the social district, with a concentration on residents living and businesses operating within a one-mile radius of the district;

(3) the response to the social district from both on-sale licensees holding a social district license and not holding a social district license;

(4) the problems or challenges encountered in establishing and overseeing the social district and social district licenses;

(5) any public safety concerns that arose due to the operation of the social district;

(6) the benefits and drawbacks to the city of continuing the social district; and

(7) recommendations for modifications to the social district special law established in this section.

**EFFECTIVE DATE.** This section is effective after August 31, 2025, for each of the cities of Shakopee and Stillwater upon approval by each city council and compliance with Minnesota Statutes, section 645.021.

# CERTIFICATE OF APPROVAL OF SPECIAL LAW BY GOVERNING BODY

(Pursuant to Minnesota Statutes, 645.02 and 645.021)

**STATE OF MINNESOTA**

County of _____

**TO THE SECRETARY OF STATE OF MINNESOTA:**

PLEASE TAKE NOTICE, That the undersigned chief clerical officer of the

_____

DOES HEREBY CERTIFY, that in compliance with the provisions of Laws, 20_____,

Chapter _____ requiring approval by a majority* of the governing body of said local

governmental unit before it becomes effective, the _____
(designate governing body)

at a meeting duly held on the _____ day of _____ 20_____, by resolution _____

_____ did approve said Laws, 20_____, Chapter _____
(if other than resolution, specify)

by a _____ majority vote* of all of the members thereof (Ayes_____; Noes _____;

Absent or not voting _____) and the following additional steps, if any required by statute

or charter were taken:

_____

A copy of the resolution is hereto annexed and made a part of this certificate by reference.

Signed: _____

_____
(Print Name)

_____
(Official designation of officer)

(This form prescribed by the Attorney General and furnished by the Secretary of State as required in Minnesota Statutes 645.021.)
*If extraordinary majority is required by the special law, insert fraction or percentage here.

**Please see reverse side for instructions for completing this form.**

# Shakopee City Council
# December 3, 2024

8.a

**Agenda Item:** 2025 Budget & Property Tax Levy Public Meeting and Presentation
**Prepared by:** Nate Reinhardt, Finance Director
**Reviewed by:**

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**Action to be considered:**
No action is required at tonight's meeting and the public is welcome to comment on the budget. The 2025 adopted budget will be posted on the city's website.

**Motion Type:**
Discuss

**Background:**
A detailed budget memo (summary), complete budget book and tonight's powerpoint presentation has been attached.

**Recommendation:**

Staff is recommending a city levy of $26,744,050, which is an increase of $1,271,050 or 4.99 percent over last year, and an EDA levy of $500,000, which is no change from last year. No changes were made to the levy from the preliminary levy that was set in September.

For the median value home with a property value decrease of 3.6 percent, from $338,400 to $350,700, this equates to an annual increase of $22 in property taxes. Absent any change in home value from the previous year, homeowners of a $350,000 valued home could expect a tax decrease of $15. The city tax levy will have a minimal impact on the city's tax rate from 27.40 to an estimated 27.73 percent.

**Budget Impact:**
A detailed budget memo (summary), complete budget book and tonight's powerpoint presentation has been attached.

**Attachments:**
2025 Levy & Budget Memo 12-3-2024.pdf
2025 City of Shakopee Budget-Final.pdf

2025 Proposed Levy & Budget 12-3-2024 (Presentation).pdf

To: Mayor and Council Members

From: Nate Reinhardt, Finance Director

Cc: Bill Reynolds, City Administrator

Date: December 3, 2024

Re: 2025 Property Tax Levy & Budget

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**Background**

Each year the city must prepare a budget and property tax levy for the following year. Staff analyzed revenues, expenditure information and initiatives to prepare a budget and levy for your consideration.

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

Shakopee continues to remain in an extremely strong financial position. The city's AA+ long term credit rating reflects the rapidly growing local economy, strong reserves, manageable debt burden and strong financial management practices and policies. The city maintains a very diverse tax base across all sectors, entertainment, industrial, commercial and a range of housing options. An emphasis on long term financial planning included a long-term financial plan, a 15-year capital improvement plan, establishment of internal service funds, and financial projections of our various funds.

**Levy Request & Impact**

The proposed city levy is $26,744,050, which is an increase of $1,271,050 or 4.99 percent over last year, and a EDA levy of $500,000, which is no change from last year. For the median value home, whose property value increased from $338,400 to $350,700 (3.63 percent), this equates to an increase of $22 or (2.46 percent) annually in city property taxes.

The breakdown and comparison of the proposed 2025 levy is as follows:

**Summary of Levy Changes – 2025 Budget**

**City of Shakopee**
**Levy Analysis**
**December 3, 2024**

| | 2024 Final | 2025 Preliminary | Increase/ (Decrease) | % Change |
|---|---|---|---|---|
| **City Levy** | | | | |
| General Fund | $ 22,336,500 | $ 23,235,050 | $ 898,550 | 4.02% |
| Abatements | 126,000 | 120,000 | (6,000) | -4.76% |
| Capital Improvement Levy | 700,000 | 1,200,000 | 500,000 | 71.43% |
| Debt Service | | | | |
| 2016 Abatement | 2,189,000 | 2,189,000 | - | 0.00% |
| 2022A Improvement | 121,500 | - | (121,500) | -100.00% |
| Total Debt Service | **2,310,500** | **2,189,000** | **(121,500)** | **-5.26%** |
| **Total City Levy** | **$ 25,473,000** | **$ 26,744,050** | **$ 1,271,050** | **4.99%** |
| **Shakopee EDA Special Levy** | $ 500,000 | $ 500,000 | $ - | 0.00% |
| **Total City and EDA Levies** | **$ 25,973,000** | **$ 27,244,050** | **$ 1,271,050** | **4.89%** |

A summary of changes, in comparison to 2024, impacting the property tax levy are as follows with detailed information on each section following the summary. The amount shown in red parentheses represents decreases in the property tax levy, as an example an increase in fee revenues would result in less property tax needed to fund those services.

| Description | Levy Impact |
|---|---|
| Revenues (increase) | $ (1,663,750) |
| Transfers from other funds (increase) | (264,640) |
| | |
| Expenditures: | |
| Wages & benefits | 1,969,200 |
| Operating expenses | 581,090 |
| Internal rent changes | 155,200 |
| One-time adjustments | (84,550) |
| Fund balance | 200,000 |
| Capital Improvement Levy | 500,000 |
| Debt Service | (121,500) |
| **Change in property tax levy** | **$1,271,050** |

**Revenues**

The city is projecting an overall net increase of $1,663,650 in non-property tax revenues for the 2025 budget a summary of revenue changes are as follows with explanations below:

| Description | Change |
|---|---|
| Shakopee Public Utilities PILOT | $330,000 |
| Court Fines (pass through) | 325,000 |
| Building permit revenues | 303,000 |
| SandVenture | 181,000 |
| Contracted police services (offset by overtime) | 175,000 |
| Interest income (General fund) | 150,000 |
| Other (net adjustments) | 199,750 |
| **Change in Revenues** | **$1,663,750** |

The budget includes a payment in lieu of taxes (PILOT) contribution from the Shakopee Public Utilities. The city and the commission agreement requires a contribution to the city based on a percentage of revenues. The 2025 budget estimates an increase of $330,000 in general fund revenue.

The city has a joint powers agreement with Scott County to provide prosecution services. That agreement requires the city to pass through court fine revenues to the County to offset the cost of the services being provided. In the past, the city did not show the revenue separately. Per recommendation of the state auditor's office, the city is now showing the full revenue ($325,000) and an offsetting expenditure. There is no net impact on this change in reporting, and the corresponding expense is now shown in the police department.

The city's building permits have been strong over the past few years with an influx of commercial and residential development. Development and the coinciding building permits are expected to continue, albeit at a more moderate level than what we have seen over the recent years. The city's 2025 forecast for building permit revenue is less conservative than previous years and includes a $303,000 increase in budgeted building permit revenue. In total, the city has budgeted $3.4 million in building permit related revenues.

SandVenture will be open for a full year in 2025. As a result of proposed fee schedule increases along with additional demand related to the updated and enhanced amenities, the forecasted revenues have been increases by $181,000.

Several organizations contract with the Shakopee police department to provide services during the year. With the addition of concerts at the amphitheater we have increased contracted revenue by $175,000. This revenue is offset by increases in staffing overtime to fulfill these agreements.

Based on current investment holdings and interest rates, budget projections for interest income increased by $150,000 from the 2024 budget.

*Transfers to the General Fund*

Transfers from other city funds to the General Fund help pay for operating costs.

| Description | Amount | Change |
|---|---|---|
| 2024 Transfer from public safety fund (Cost of two patrol officers) | $211,360 | |
| 2025 Transfer from public safety fund (Cost of 50% of two patrol officers) | 126,000 | |
| Net change in transfer from public safety fund | | (85,360) |
| Transfer from self-insurance fund | | 350,000 |
| **Change in transfers** | | **$264,640** |

The city received $1.99 million in one-time public safety aid in 2023 which was placed in a separate Public Safety Aid special revenue fund. Funding was provided in 2024 to pay the cost of two additional officers and is proposed to support half that cost in 2025, which results in a reduction in the budgeted transfer amount of $85,360.

Staff is recommending utilizing $350,000 of fund balance from the city's self-insurance fund to offset costs associated with an increase in the employer share of health insurance premiums. The city continues to explore a potential implementation of a Scott County health insurance pool, a partnership with Scott County and cities, that would increase the plan participants and save money over the long-term. Funding of $600,000 was set-aside initially in 2017 as the city explored their own self-insurance options.

**Expenditures**

A number of factors will impact the cost of operations in next year's budget.

The General Fund expenditures are budgeted to increase in total by $2,620,940. The expenditures have been categorized in this section as wages and benefits, operational (on-going) expenditures, rent (equipment and capital replacement) and one-time adjustments.

*Wages and benefits*

| Description | Change |
|---|---|
| Cost of living adjustment – 3% | $601,000 |
| 2024 Fire Staffing Changes | 421,000 |
| Health Insurance – 16.7% | 375,000 |
| 2024 Union Agreement Adjustments | 198,000 |
| Police OT (offset by contracted revenue) | 175,000 |
| Building Official (partially grant supported) | 114,000 |
| Fire Part-time/Overtime | 88,000 |
| Full-time Fire Inspection (July 1 start date) | 63,000 |
| Other (net adjustments) | 182,200 |
| Non-election year | (109,000) |
| Engineering Technician staff reduction | (139,000) |
| **Change in wages & benefits** | **$1,969,200** |

Wages and benefits account for nearly 70% of the City's General Fund costs. The City has three unions (Patrol, Sergeants, Public Works), all three union contracts were revised during 2024 and cover a three year period (2024-2026). The 2025 budget has been built with the

assumption that union and non-union wages will see an equivalent 3.0 percent cost of living adjustment. Across all employee groups the cost of living adjustment amounts to approximately $601,000. Impacts of market adjustments to union contracts not included in the 2024 budget net to $198,000.

The 2024 budget for the Fire department included a deputy chief, assistant fire chief, fire captain – administration, and three battalion chiefs (six positions), which were reorganized into two deputy chiefs, three fire captains, office assistant and two firefighters (eight positions). Additionally, paid-on call fire fighters (fire relief association) were converted into part-time firefighters. The net cost of these staffing changes, including part-time and over-time is $509,000. This increase is partially offset by the city retaining the state aid payment, reflected in the operational changes of $345,000, which previously provided funding to the fire relief association.

The 2025 budget currently includes an increase in health insurance premiums of 16.7 percent. This calculates to an increase of $375,000 following an increase of 20.9 percent in 2024. Data shows a significant increase in utilization over the past 24 months which has impacted rates. The city is currently exploring a health insurance pool with Scott County and cities of Scott County. To offset the increase the city is proposing to utilize $350,000 of fund balance previously set aside for potentially moving to self-insured health insurance, which is identified in the transfers section of the memo.

The City was a recipient of a state grant to pay for the cost of a new building official in 2024. The grant coverage period ended at the end of 2024, but the city is applying for additional grant funding to cover a portion of the 2nd year of the position. This position has been included in the 2025 budget for a cost of $114,000.

The city is proposing one new position, an additional Fire Inspector position with a start date of July 1, 2025. This was identified as a position recommended for 2025 by the City Gate fire department master study for both succession planning and additional preventative safety inspection purposes. The cost of wages and benefits for half the year is $63,000.

2025 will be a non-election year, not requiring the hiring of election judges. The removal of the elections judges from last year's budget results in a savings of $109,000.

The engineering division has transitioned from in-house development inspection services to hiring an outside engineering firm to complete the required inspections. As a result, the engineering department has reduced their personnel count by one engineering position. The contracted inspection services are billed back to the developer. This results in personnel cost savings of $139,000.

*Operational Expenditure Changes*

Adjustments to operating budgets that are anticipated to continue into future years are shown below. These include contractual and utility increases.

| Description | Change |
|---|---|
| County prosecution costs | $342,500 |
| Utilities (electric/water/gas) | 99,500 |
| Software | 135,900 |
| Misc. other adjustments | 348,190 |
| Fire state aid payment (retained by city) | ($345,000) |
| **Change in operational expenses** | **$581,090** |

Operational adjustments include inflationary costs to utilities (electric, gas, water, etc.), which were based on actual costs over the last two year period. Software costs have also been adjusted to reflect increases in software costs and any new software or add-on in 2024/2025.

County prosecution costs now reflect the full cost of contracted services, which includes an additional $325,000 (offset with court fine revenues) and an increase of $17,500.

Miscellaneous adjustments include various line item adjustments for professional services, supplies, uniforms, and small equipment across all departments.

As a result of the dissolution of the fire relief. The state fire aid payment, which was previously used towards fire relief pension costs, is now retained by the city to pay for pension related costs. This results in a reduction of operating expenses of $345,000.

*Rent Changes*

The city utilizes internal services funds to accumulate funds for the purchase or replacement of city equipment and facilities. The funding sources are annual rents (internal charges) to the appropriate departments.

| Description | Change |
|---|---|
| Equipment Rent | $120,000 |
| Building Rent | 25,000 |
| Park Facilities Rent | 10,000 |
| Information Technology Rent | 200 |
| **Change in internal rent charges** | **$155,200** |

The equipment rent increase is both a result of new equipment being added to the schedule as well as increases in year over year costs of vehicles and equipment. A 20-year equipment replacement schedule is included in the 5-year Capital Improvement Plan that identifies all equipment, useful lives, replacement years and costs.

The annual cost for the various internal service funds have been calculated based on estimated useful life or scheduled replacement dates. The amounts for 2025 have been further adjusted(decreased) based on current balances. As an example, in 2024 fire vehicles were

sold and proceeds of the sale were deposited in the equipment fund, which was taken into account with the budget request for 2025.

*One-time Adjustments*

The General Fund up and down swings are typically moderated through the use of internal rent charges. However, a couple of one-time adjustments have been included in this budget. These costs will not be recurring in future budgets.

| Description | Change |
|---|---|
| Fire Inspector vehicle (offset by permit revenue) | $75,000 |
| Building Inspector Ford Lightning (offset by permit revenue) | 68,000 |
| Police side-by-side (offset by tribal funds) | 25,000 |
| ERP Software Implementation Cost (2024 budget) | (252,550) |
| **Change in one-time costs** | **($84,550)** |

Three new vehicle purchases are being proposed for 2025. A police side-by-side which would be used during large entertainment events, such as concerts at the amphitheater. The side-by-side would be purchases using tribal funds. New vehicles are also proposed for a building inspector and the proposed new fire inspector position. These are being offset in the budget by an increase in forecasted building permit revenues.

In the 2024 budget, the one-time implementation cost was included for Oracle Cloud ERP software, which has been removed from the 2025 budget. Although implementation will not occur as planned in 2024, these funds have been transferred and set aside in the technology fund for future implementation of an ERP system.

**Fund Balance Assignments**

In 2024, the City had set aside $200,000 of fund balance within the General Fund to help offset operating costs for Sand Venture in 2024. The funding ultimately lowered the impact on the 2024 tax levy. This was removed from the 2025 budget and City is not proposing the use of any General Fund reserves. In financial terms, the City is proposing a balanced budget.

**Debt Service**

In last year's budget, to offset the increase in the debt service levy, city council approved setting aside $226,000 of year-end fund balance to defray the debt levy increase on the 2022A Improvement Bonds. The council approved the use of an additional $349k earlier this year to effectively eliminate the need for the debt service levy for these bonds in 2025.

City Council approved a debt service levy reduction to use the available fund balance in both the existing 2016A debt service fund and the 2022A debt service. This resulted in a net levy reduction of $121,500.

.

## Capital Project Funds/Capital Improvements Levy

Staff and city council have reviewed the 2025-2029 CIP and projects programmed for 2025. The CIP identifies $42.7 million in projects for 2025. The creation and update of a multi-year capital plan allows the city to plan for its current and long-term needs. Project areas within the CIP include buildings, equipment replacement, information technology, parks, street, sanitary sewer and storm drainage. The CIP is a published as a separate document and include appendixes for a 15-year CIP, 20-year equipment replacement schedule and a long-term financial plan.

Costs of maintaining existing city streets have increased significantly over the past decade The annual costs of overlays and reconstruction projects in the 2020-2024 CIP were $3.7 million. That cost has doubled in the 2025-2029 CIP to an annual cost of $7.5 million. Funding sources (capital improvement levy, special assessments, municipal state aid and franchise fees) have remained relatively flat in comparison. A proposed increase of $500,000 to the capital improvement levy has been included to prevent the annual gap from increasing further. The City has utilized one-time transfers from the General Fund and bond proceeds in the past to support these projects and anticipates continuing to do so in the future as needed.

| Capital Improvement Fund | | | | | |
|---|---|---|---|---|---|
| **Revenues** | 2025 Budget | 2026 Projected | 2027 Projected | 2028 Projected | 2029 Projected |
| CIF - Levy | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| Franchise Fees | 950,000 | 950,000 | 950,000 | 950,000 | 950,000 |
| Special Assessments | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| Municpal State Aid | 1,989,800 | 2,075,600 | 2,127,000 | 2,127,000 | 2,127,000 |
| Other | 3,708,400 | 4,438,489 | 661,089 | 571,714 | 600,339 |
| Total Revenues | 8,198,200 | 9,014,089 | 5,288,089 | 5,198,714 | 5,227,339 |
| **Expenses** | | | | | |
| Annual (overlay/recon.) | 9,215,400 | 6,349,000 | 7,175,000 | 8,652,000 | 6,239,000 |
| Other Project Costs | 4,883,000 | 8,863,300 | 3,483,000 | - | 450,000 |
| Total Expenses | 14,098,400 | 15,212,300 | 10,658,000 | 8,652,000 | 6,689,000 |
| **Net** | **(5,900,201)** | **(6,198,211)** | **(5,369,911)** | **(3,453,286)** | **(1,461,661)** |

## Economic Development Authority

The Shakopee EDA has the statutory authority to levy a small percentage (up to 0.0185%) of the city's taxable market value, which for 2025 would be a maximum of $1,439,083. The EDA and City Council can set the levy at any amount up to this cap.

The EDA levy is identified on property tax statements as a separate local tax outside of the city's general property tax. For 2025, there will be no change in the EDA levy, which is currently at $500,000. Additional funding is provided through a contribution of ½ percent of revenues from the Shakopee Public Utilities Commission. The 2025 budget anticipates the contribution to be $330,000.

The EDA serves as the landlord for the main level business tenants at River City Centre. The EDA currently owns the land and the CDA owns the building. The activity (lease revenue and expenditures) is accounted for in a separate fund of the EDA.

**Taxable Market Value**

The city's taxable market value is at $8.44 billion, which is an increase of $660 million (8.5%) from last year. Apartment, commercial and industrial market value outpaced the growth in market value of residential. New construction accounted for $250.2 million of the increase in taxable market value.

| Class | Payable 2024 | Payable 2025 | Change (%) |
|---|---|---|---|
| **Agricultural** | $65,302,703 | $170,996,310 | 161.9% |
| **Apartment** | 713,349,600 | 775,437,500 | 8.7% |
| **Commercial** | 702,496,200 | 757,419,500 | 7.8% |
| **Industrial** | 1,571,476,000 | 1,762,431,500 | 12.2% |
| **Public Utility/Railroad** | 31,337,200 | 41,592,700 | 32.7% |
| **Residential** | 4,692,583,394 | 4,927,465,807 | 5.0% |
| **Other** | 2,279,600 | 3,849,500 | 68.9% |
| **Totals** | $7,778,824,697 | $8,439,192,817 | 8.5% |

For the city of Shakopee, the total residential taxable market value increased 5.0 percent, the majority of homes (70%) are seeing their values increase by less than the 5.0 percent. A breakdown of the value changes is provided below.

**Residential Impacts - Shakopee**

| Estimated Market Value Range Increase/Decrease | Number of Residential Properties | Percentage of Total |
|---|---|---|
| +15.01+% | 411 | 3% |
| +10.01-15.00% | 579 | 4% |
| +5.01-10.00% | 2,210 | 17% |
| +0.01-5.00% | 9,120 | 70% |
| No Change | 17 | 0% |
| -0.01-5.00% | 505 | 4% |
| -5.01 - 10.00% | 63 | 0% |
| -10.00 - 15.00% | 35 | 0% |
| -15.01% + | 6 | 0% |
| | 12,946 | 100% |

The State Legislature increased the Homestead Market Value Exclusion from $417,000 to $517,000, which will shift the property tax burden from residential homes under $517,000 to other property types.

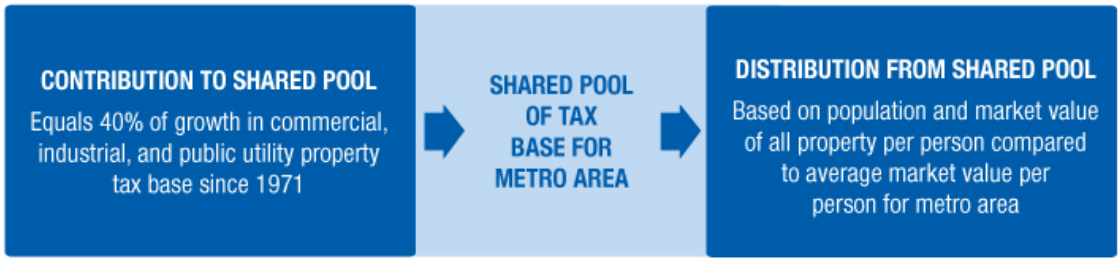
**Net Tax Capacity**

| Class | Payable 2024 | Payable 2025 | Change (%) |
|---|---|---|---|
| **Agricultural** | $594,336 | $1,664,241 | 180.0% |
| **Apartment** | 8,195,728 | 8,737,325 | 6.6% |
| **Commercial** | 13,817,865 | 14,915,026 | 7.9% |
| **Industrial** | 31,293,404 | 35,113,160 | 12.2% |
| **Public Utility/Railroad** | 618,006 | 823,899 | 33.3% |
| | | | |
| **Residential** | 47,568,899 | 50,127,913 | 5.4% |
| **Other** | 23,401 | 39,220 | 67.6% |
| **Adj. to match county report** | -32,893 | -1,560,521 | |
| **Gross Tax Capacity** | $102,144,532 | $109,860,521 | 7.6% |
| | | | |
| **Adjustments:** | | | |
| **Tax Increment** | ($2,862,355) | ($3,884,862) | 35.7% |
| **Fiscal Disparity Contribution** | (14,638,831) | (17,902,281) | 22.3% |
| **Net Tax Capacity** | $84,643,346 | $88,073,120 | 4.1% |
| | | | |
| **Fiscal Disparity Distribution** | ($7,973,789) | ($8,458,436) | 6.1% |

The total net tax capacity of the city is estimated at $88,073,120 compared to $84,643,346 in 2024, which is an increase of $3,429,774 (4.1%).

The gross tax capacity is adjusted for the increase in tax capacity of properties within tax increment financing districts. The tax increment adjustment of $3.9 million represents 3.5 percent of gross tax capacity. The net increase is primarily related to a portion of Shakopee Flats and Canterbury Commons being added. It is important to note that these developments would not have occurred without the use of tax increment financing. The value and tax capacity of these districts are added to the city's tax roll upon the decertification of these districts.

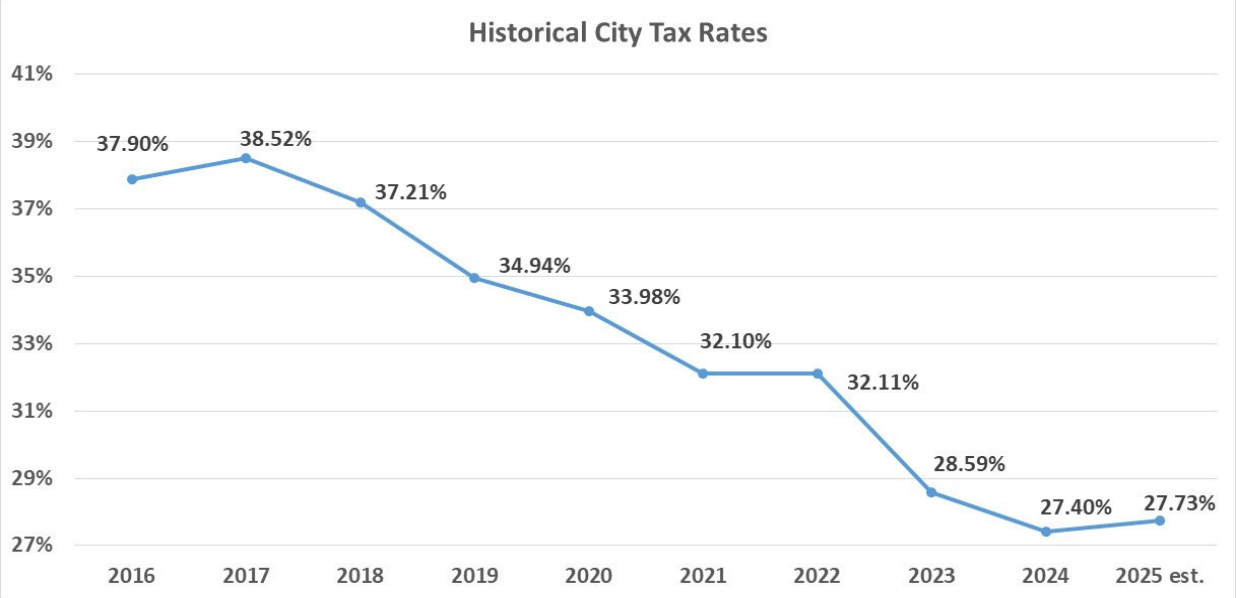
The gross tax capacity is also adjusted for the fiscal disparities program which is unique to the seven-county metro area and is further explained in the diagram below:




The city's estimated contribution to the program is $17.9 million in tax capacity, and the distribution is estimated at $8.5 million for a net contributed amount of $9.5 million. This is an increase of $2.8 million (41.8%) from 2024. The city of Shakopee continues to be one of the top ten net contributors to the program, estimated for 2025 at $9.5 million (8.6%) of tax capacity.

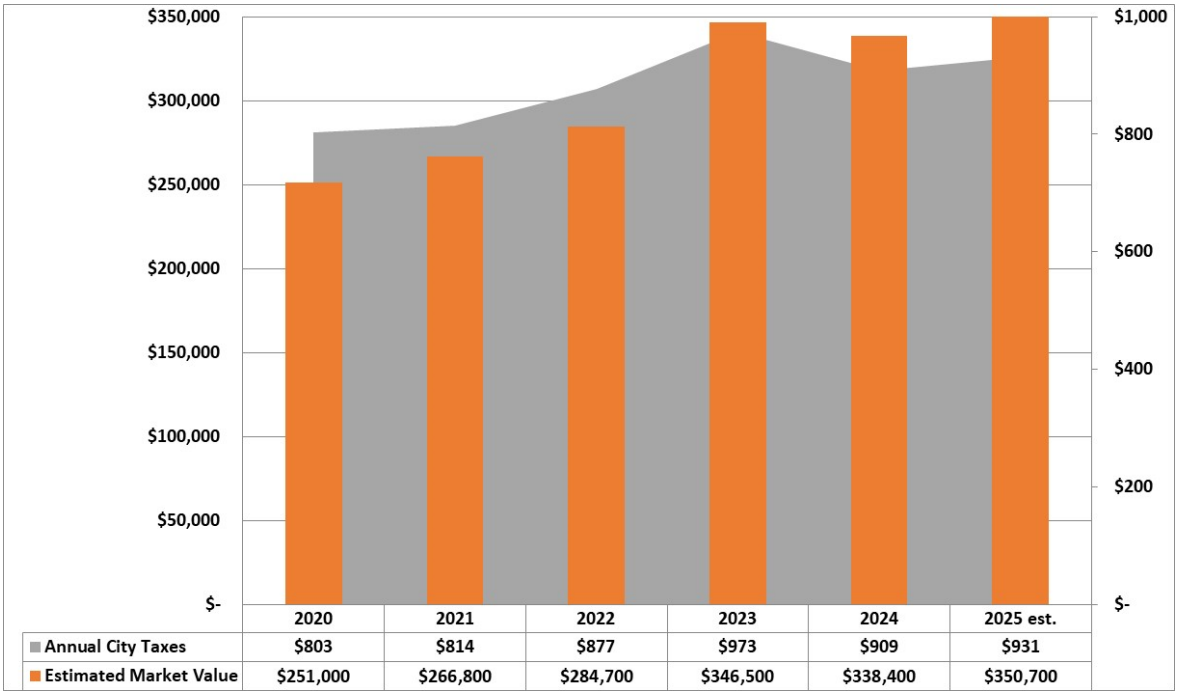
## City Tax Rates

The tax levy and market value estimates are expected to have a minimal impact on the city's tax rate, slightly increasing from 27.402 percent to 27.734 percent.




## Median Value Home

The value of the median value home has increased from $338,400 to $350,700 over the past year. This is an increase of $12,300 (3.6%). The chart on the next page provides information on the median value home and city property taxes paid since 2020. The orange bar and amounts on the left axis represent the median value home.



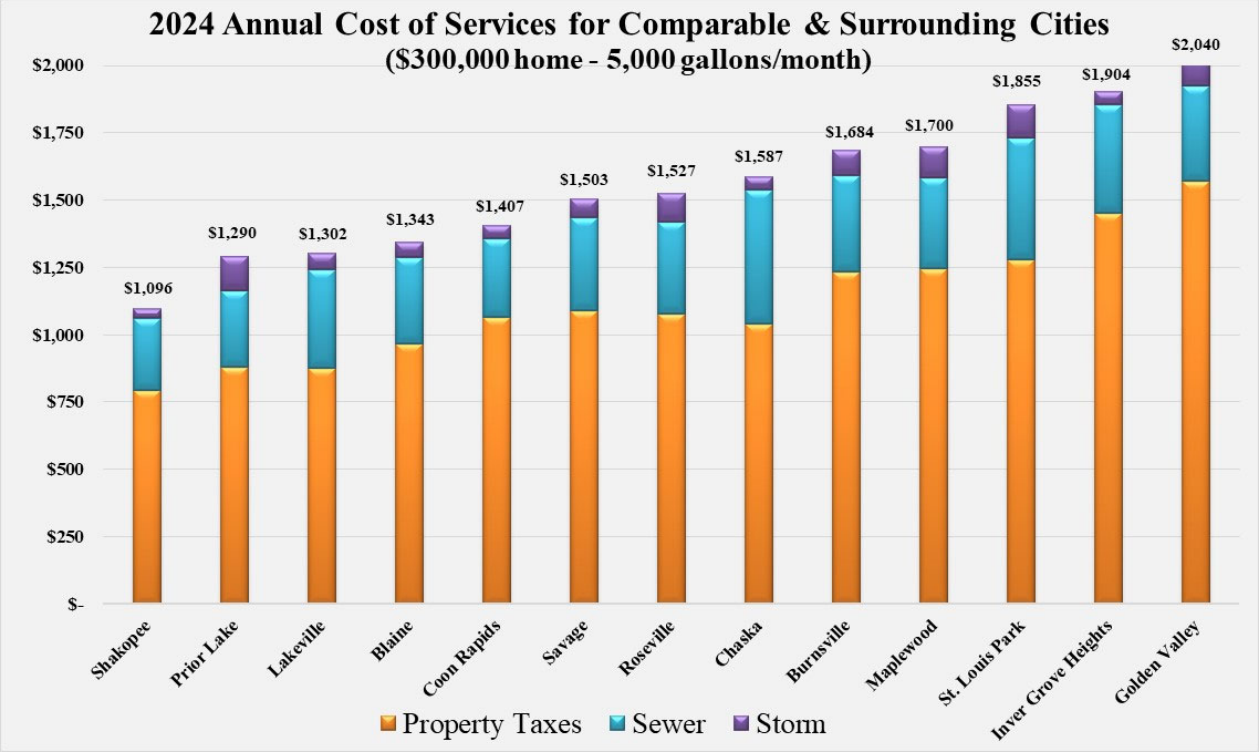
For the median value home this equates to an increase of $22 or (2.5 percent) annually in property taxes. Absent any change in value, homeowners can expect a tax decrease of $15 or about 1.6 percent (taking into consideration the proposed tax rate and changes to the homestead market value exclusion).

**Enterprise Funds**

The city operates two public utility funds Sewer and Surface Water. These funds operate on their own ability to generate revenues and receive no property tax support. The Sewer fund provides for the collection and conveyance of wastewater through a system of mains and lift stations. Sewage is treated by the Metropolitan Council Environmental Services, whose contracted services account for approximately 80 percent of the fund's operating expenditures. The disposal charge for 2025 will increase from $2.63 million to $3.17 million, an increase of 20.6%. The Surface Water fund maintains the surface water system for the city, which includes 140 miles of storm sewer and 224 ponds.

The City's sewer billings include a city usage rate, a city fixed rate, and Metropolitan Council disposal rate. The surface water charge is based on acreage with residential paying a monthly charge equivalent to 1/3 of an acre. Staff anticipates proposing rate increases for each fund to keep pace with operational costs and maintain the current balances of those funds. The rate increase will be in the range of one to three percent. For a typical residential user, this would amount to approximately $12 annually for sewer charges and $2 in surface water charges.

Shakopee is below comparable and surrounding cities when it comes to a cost comparison of city property taxes, sanitary sewer and storm water charges. The following chart provides the 2024 annual cost of services for a $300,000 value home (slightly below the median value home in Shakopee) and 5,000 gallons of water usage a month.



**Schedule for budget and property tax levy development**

| Date | Who | What |
|---|---|---|
| May 7, 2024 | Council/Staff | Review Long-term Financial Plan |
| July 10, 2024 | Staff/Public | Public Input Meeting |
| August 7, 2024 | Council/Staff | Review Preliminary Capital Improvement Plan (CIP)/ 2025 Budget Overview |
| September 3, 2024 | Council/Staff | Review proposed levy, initiatives, and requests |
| September 17, 2024 | Council | Adopt proposed maximum tax levy for City and Final EDA tax levy. |
| September 30, 2024 | Staff | Certify maximum tax levy to the County which will be used for proposed property tax notices |
| November 6, 2024 | Council | Adopt final 2025-2029 CIP |
| Mid-November | County | Proposed tax notices sent to owners |
| December 3, 2024 | Council | Hold public meeting to discuss levy and budget. |
| December 17, 2024 | Council | Adopt final tax levy and budget |
| December 31, 2024 | Staff | Certify final tax levy and budget to County and State |

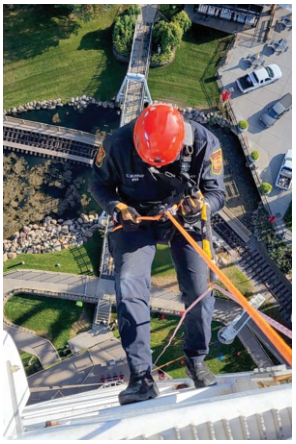
# 2025 Annual Budget

## FOR THE CITY OF SHAKOPEE, MINNESOTA

*Our mission is to deliver high quality services essential to maintaining a safe and sustainable community.*
*We commit to doing this cost effectively, with integrity and transparency.*













SHAKOPEE

INNOVATING. ENTERTAINING. THRIVING.

City of Shakopee | 485 Gorman St., Shakopee, MN 55379
952-233-9300 | www.ShakopeeMN.gov

# 2025 City of Shakopee Annual Budget

## 2025 Shakopee City Council

| | |
|---|---|
| Mayor | Matthew Lehman |
| Councilor | Angelica Contreras |
| Councilor | Jay Whiting |
| Councilor | Jim DuLaney |
| Councilor | Jesse Lara |

## City of Shakopee Department Heads

| | |
|---|---|
| City Administrator | William H. Reynolds |
| Assistant Administrator | Chelsea Petersen |
| Finance Director | Nathan Reinhardt |
| Police Chief | Jeff Tate |
| Fire Chief | Mike Nelson |
| City Engineer | Alex Jordan |
| Public Works Director | Bill Egan |
| Planning and Development Director | Michael Kerski |
| Park and Recreation Director | Kelsi McNutt |

## Contributing Staff

| | |
|---|---|
| Accounting Manager | Melissa Schlingman |

## Our Vision

**Shakopee is a place where people want to be! A distinctive river town, with a multitude of business, cultural and recreational opportunities in a safe, welcoming, and attractive environment for residents and visitors.**

## Our Mission

**Our mission is to deliver high quality services essential to maintaining a safe and sustainable community. We commit to doing this cost effectively, with integrity and transparency.**

## Our Values

**Integrity**
We say what we mean, and we do what we say

**Best for the Community**
We work on behalf of community interests, not individual interests

**Accountability**
We are committed to achieving results and accountability for our actions

**Innovation**
We strive to creatively improve our services and our community

**Welcoming, Open to Difference**
We are receptive, we listen, and we are open to the differences of others

**Fair and Consistent**
We are fair, consistent, and respectful in our service to the public

**Fun**
We enjoy what we do, and we have fun doing it



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SHAKOPEE

To: Mayor and Council Members

From: Nate Reinhardt, Finance Director

Cc: Bill Reynolds, City Administrator

Date: December 3, 2024

Re: 2025 Property Tax Levy & Budget

## Background

Each year the city must prepare a budget and property tax levy for the following year. Staff analyzed revenues, expenditure information and initiatives to prepare a budget and levy for your consideration.

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

Shakopee continues to remain in an extremely strong financial position. The city's AA+ long term credit rating reflects the rapidly growing local economy, strong reserves, manageable debt burden and strong financial management practices and policies. The city maintains a very diverse tax base across all sectors, entertainment, industrial, commercial and a range of housing options. An emphasis on long term financial planning included a long-term financial plan, a 15-year capital improvement plan, establishment of internal service funds, and financial projections of our various funds.

## Levy Request & Impact

The proposed city levy is $26,744,050, which is an increase of $1,271,050 or 4.99 percent over last year, and a EDA levy of $500,000, which is no change from last year. For the median value home, whose property value increased from $338,400 to $350,700 (3.63 percent), this equates to an increase of $22 or (2.46 percent) annually in city property taxes.

The breakdown and comparison of the proposed 2025 levy is as follows:

**Summary of Levy Changes – 2025 Budget**

**City of Shakopee**
**Levy Analysis**
**December 3, 2024**

| | 2024 Final | 2025 Preliminary | Increase/ (Decrease) | % Change |
|---|---|---|---|---|
| **City Levy** | | | | |
| General Fund | $ 22,336,500 | $ 23,235,050 | $ 898,550 | 4.02% |
| Abatements | 126,000 | 120,000 | (6,000) | -4.76% |
| Capital Improvement Levy | 700,000 | 1,200,000 | 500,000 | 71.43% |
| Debt Service | | | | |
| 2016 Abatement | 2,189,000 | 2,189,000 | - | 0.00% |
| 2022A Improvement | 121,500 | - | (121,500) | -100.00% |
| Total Debt Service | **2,310,500** | **2,189,000** | **(121,500)** | **-5.26%** |
| **Total City Levy** | **$ 25,473,000** | **$ 26,744,050** | **$ 1,271,050** | **4.99%** |
| **Shakopee EDA Special Levy** | $ 500,000 | $ 500,000 | $ - | 0.00% |
| **Total City and EDA Levies** | **$ 25,973,000** | **$ 27,244,050** | **$ 1,271,050** | **4.89%** |

A summary of changes, in comparison to 2024, impacting the property tax levy are as follows with detailed information on each section following the summary. The amount shown in red parentheses represents decreases in the property tax levy, as an example an increase in fee revenues would result in less property tax needed to fund those services.

| Description | Levy Impact |
|---|---|
| Revenues (increase) | $ (1,663,750) |
| Transfers from other funds (increase) | (264,640) |
| | |
| Expenditures: | |
| Wages & benefits | 1,969,200 |
| Operating expenses | 581,090 |
| Internal rent changes | 155,200 |
| One-time adjustments | (84,550) |
| Fund balance | 200,000 |
| Capital Improvement Levy | 500,000 |
| Debt Service | (121,500) |
| **Change in property tax levy** | **$1,271,050** |

## Revenues

The city is projecting an overall net increase of $1,663,650 in non-property tax revenues for the 2025 budget a summary of revenue changes are as follows with explanations below:

| Description | Change |
|---|---|
| Shakopee Public Utilities PILOT | $330,000 |
| Court Fines (pass through) | 325,000 |
| Building permit revenues | 303,000 |
| SandVenture | 181,000 |
| Contracted police services (offset by overtime) | 175,000 |
| Interest income (General fund) | 150,000 |
| Other (net adjustments) | 199,750 |
| **Change in Revenues** | **$1,663,750** |

The budget includes a payment in lieu of taxes (PILOT) contribution from the Shakopee Public Utilities. The city and the commission agreement requires a contribution to the city based on a percentage of revenues. The 2025 budget estimates an increase of $330,000 in general fund revenue.

The city has a joint powers agreement with Scott County to provide prosecution services. That agreement requires the city to pass through court fine revenues to the County to offset the cost of the services being provided. In the past, the city did not show the revenue separately. Per recommendation of the state auditor's office, the city is now showing the full revenue ($325,000) and an offsetting expenditure. There is no net impact on this change in reporting, and the corresponding expense is now shown in the police department.

The city's building permits have been strong over the past few years with an influx of commercial and residential development. Development and the coinciding building permits are expected to continue, albeit at a more moderate level than what we have seen over the recent years. The city's 2025 forecast for building permit revenue is less conservative than previous years and includes a $303,000 increase in budgeted building permit revenue. In total, the city has budgeted $3.4 million in building permit related revenues.

SandVenture will be open for a full year in 2025. As a result of proposed fee schedule increases along with additional demand related to the updated and enhanced amenities, the forecasted revenues have been increases by $181,000.

Several organizations contract with the Shakopee police department to provide services during the year. With the addition of concerts at the amphitheater we have increased contracted revenue by $175,000. This revenue is offset by increases in staffing overtime to fulfill these agreements.

Based on current investment holdings and interest rates, budget projections for interest income increased by $150,000 from the 2024 budget.

*Transfers to the General Fund*

Transfers from other city funds to the General Fund help pay for operating costs.

| Description | Amount | Change |
|---|---|---|
| 2024 Transfer from public safety fund (Cost of two patrol officers) | $211,360 | |
| 2025 Transfer from public safety fund (Cost of 50% of two patrol officers) | 126,000 | |
| Net change in transfer from public safety fund | | (85,360) |
| Transfer from self-insurance fund | | 350,000 |
| **Change in transfers** | | **$264,640** |

The city received $1.99 million in one-time public safety aid in 2023 which was placed in a separate Public Safety Aid special revenue fund. Funding was provided in 2024 to pay the cost of two additional officers and is proposed to support half that cost in 2025, which results in a reduction in the budgeted transfer amount of $85,360.

Staff is recommending utilizing $350,000 of fund balance from the city's self-insurance fund to offset costs associated with an increase in the employer share of health insurance premiums. The city continues to explore a potential implementation of a Scott County health insurance pool, a partnership with Scott County and cities, that would increase the plan participants and save money over the long-term. Funding of $600,000 was set-aside initially in 2017 as the city explored their own self-insurance options.

**Expenditures**

A number of factors will impact the cost of operations in next year's budget.

The General Fund expenditures are budgeted to increase in total by $2,620,940. The expenditures have been categorized in this section as wages and benefits, operational (on-going) expenditures, rent (equipment and capital replacement) and one-time adjustments.

*Wages and benefits*

| Description | Change |
|---|---|
| Cost of living adjustment – 3% | $601,000 |
| 2024 Fire Staffing Changes | 421,000 |
| Health Insurance – 16.7% | 375,000 |
| 2024 Union Agreement Adjustments | 198,000 |
| Police OT (offset by contracted revenue) | 175,000 |
| Building Official (partially grant supported) | 114,000 |
| Fire Part-time/Overtime | 88,000 |
| Full-time Fire Inspection (July 1 start date) | 63,000 |
| Other (net adjustments) | 182,200 |
| Non-election year | (109,000) |
| Engineering Technician staff reduction | (139,000) |
| **Change in wages & benefits** | **$1,969,200** |

Wages and benefits account for nearly 70% of the City's General Fund costs. The City has three unions (Patrol, Sergeants, Public Works), all three union contracts were revised during 2024 and cover a three year period (2024-2026). The 2025 budget has been built with the assumption that union and non-union wages will see an equivalent 3.0 percent cost of living adjustment. Across all employee groups the cost of living adjustment amounts to approximately $601,000. Impacts of market adjustments to union contracts not included in the 2024 budget net to $198,000.

The 2024 budget for the Fire department included a deputy chief, assistant fire chief, fire captain – administration, and three battalion chiefs (six positions), which were reorganized into two deputy chiefs, three fire captains, office assistant and two firefighters (eight positions). Additionally, paid-on call fire fighters (fire relief association) were converted into part-time firefighters. The net cost of these staffing changes, including part-time and over-time is $509,000. This increase is partially offset by the city retaining the state aid payment, reflected in the operational changes of $345,000, which previously provided funding to the fire relief association.

The 2025 budget currently includes an increase in health insurance premiums of 16.7 percent. This calculates to an increase of $375,000 following an increase of 20.9 percent in 2024. Data shows a significant increase in utilization over the past 24 months which has impacted rates. The city is currently exploring a health insurance pool with Scott County and cities of Scott County. To offset the increase the city is proposing to utilize $350,000 of fund balance previously set aside for potentially moving to self-insured health insurance, which is identified in the transfers section of the memo.

The City was a recipient of a state grant to pay for the cost of a new building official in 2024. The grant coverage period ended at the end of 2024, but the city is applying for additional grant funding to cover a portion of the 2nd year of the position. This position has been included in the 2025 budget for a cost of $114,000.

The city is proposing one new position, an additional Fire Inspector position with a start date of July 1, 2025. This was identified as a position recommended for 2025 by the City Gate fire department master study for both succession planning and additional preventative safety inspection purposes. The cost of wages and benefits for half the year is $63,000.

2025 will be a non-election year, not requiring the hiring of election judges. The removal of the elections judges from last year's budget results in a savings of $109,000.

The engineering division has transitioned from in-house development inspection services to hiring an outside engineering firm to complete the required inspections. As a result, the engineering department has reduced their personnel count by one engineering position. The contracted inspection services are billed back to the developer. This results in personnel cost savings of $139,000.

*Operational Expenditure Changes*

Adjustments to operating budgets that are anticipated to continue into future years are shown below. These include contractual and utility increases.

| Description | Change |
|---|---|
| County prosecution costs | $342,500 |
| Utilities (electric/water/gas) | 99,500 |
| Software | 135,900 |
| Misc. other adjustments | 348,190 |
| Fire state aid payment (retained by city) | ($345,000) |
| **Change in operational expenses** | **$581,090** |

Operational adjustments include inflationary costs to utilities (electric, gas, water, etc.), which were based on actual costs over the last two year period. Software costs have also been adjusted to reflect increases in software costs and any new software or add-on in 2024/2025.

County prosecution costs now reflect the full cost of contracted services, which includes an additional $325,000 (offset with court fine revenues) and an increase of $17,500.

Miscellaneous adjustments include various line item adjustments for professional services, supplies, uniforms, and small equipment across all departments.

As a result of the dissolution of the fire relief. The state fire aid payment, which was previously used towards fire relief pension costs, is now retained by the city to pay for pension related costs. This results in a reduction of operating expenses of $345,000.

*Rent Changes*

The city utilizes internal services funds to accumulate funds for the purchase or replacement of city equipment and facilities. The funding sources are annual rents (internal charges) to the appropriate departments.

| Description | Change |
|---|---|
| Equipment Rent | $120,000 |
| Building Rent | 25,000 |
| Park Facilities Rent | 10,000 |
| Information Technology Rent | 200 |
| **Change in internal rent charges** | **$155,200** |

The equipment rent increase is both a result of new equipment being added to the schedule as well as increases in year over year costs of vehicles and equipment. A 20-year equipment replacement schedule is included in the 5-year Capital Improvement Plan that identifies all equipment, useful lives, replacement years and costs.

The annual cost for the various internal service funds have been calculated based on estimated useful life or scheduled replacement dates. The amounts for 2025 have been further adjusted(decreased) based on current balances. As an example, in 2024 fire vehicles were sold and proceeds of the sale

were deposited in the equipment fund, which was taken into account with the budget request for 2025.

*One-time Adjustments*

The General Fund up and down swings are typically moderated through the use of internal rent charges. However, a couple of one-time adjustments have been included in this budget. These costs will not be recurring in future budgets.

| Description | Change |
|---|---|
| Fire Inspector vehicle (offset by permit revenue) | $75,000 |
| Building Inspector Ford Lightning (offset by permit revenue) | 68,000 |
| Police side-by-side (offset by tribal funds) | 25,000 |
| ERP Software Implementation Cost (2024 budget) | (252,550) |
| **Change in one-time costs** | **($84,550)** |

Three new vehicle purchases are being proposed for 2025. A police side-by-side which would be used during large entertainment events, such as concerts at the amphitheater. The side-by-side would be purchases using tribal funds. New vehicles are also proposed for a building inspector and the proposed new fire inspector position. These are being offset in the budget by an increase in forecasted building permit revenues.

In the 2024 budget, the one-time implementation cost was included for Oracle Cloud ERP software, which has been removed from the 2025 budget. Although implementation will not occur as planned in 2024, these funds have been transferred and set aside in the technology fund for future implementation of an ERP system.

### Fund Balance Assignments

In 2024, the City had set aside $200,000 of fund balance within the General Fund to help offset operating costs for Sand Venture in 2024. The funding ultimately lowered the impact on the 2024 tax levy. This was removed from the 2025 budget and City is not proposing the use of any General Fund reserves. In financial terms, the City is proposing a balanced budget.

### Debt Service

In last year's budget, to offset the increase in the debt service levy, city council approved setting aside $226,000 of year-end fund balance to defray the debt levy increase on the 2022A Improvement Bonds. The council approved the use of an additional $349k earlier this year to effectively eliminate the need for the debt service levy for these bonds in 2025.

City Council approved a debt service levy reduction to use the available fund balance in both the existing 2016A debt service fund and the 2022A debt service. This resulted in a net levy reduction of $121,500.

## Capital Project Funds/Capital Improvements Levy

Staff and city council have reviewed the 2025-2029 CIP and projects programmed for 2025. The CIP identifies $42.7 million in projects for 2025. The creation and update of a multi-year capital plan allows the city to plan for its current and long-term needs. Project areas within the CIP include buildings, equipment replacement, information technology, parks, street, sanitary sewer and storm drainage. The CIP is a published as a separate document and include appendixes for a 15-year CIP, 20-year equipment replacement schedule and a long-term financial plan.

Costs of maintaining existing city streets have increased significantly over the past decade The annual costs of overlays and reconstruction projects in the 2020-2024 CIP were $3.7 million. That cost has doubled in the 2025-2029 CIP to an annual cost of $7.5 million. Funding sources (capital improvement levy, special assessments, municipal state aid and franchise fees) have remained relatively flat in comparison. A proposed increase of $500,000 to the capital improvement levy has been included to prevent the annual gap from increasing further. The City has utilized one-time transfers from the General Fund and bond proceeds in the past to support these projects and anticipates continuing to do so in the future as needed.

| Capital Improvement Fund | | | | | |
|---|---|---|---|---|---|
| **Revenues** | 2025 Budget | 2026 Projected | 2027 Projected | 2028 Projected | 2029 Projected |
| CIF - Levy | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| Franchise Fees | 950,000 | 950,000 | 950,000 | 950,000 | 950,000 |
| Special Assessments | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| Municpal State Aid | 1,989,800 | 2,075,600 | 2,127,000 | 2,127,000 | 2,127,000 |
| Other | 3,708,400 | 4,438,489 | 661,089 | 571,714 | 600,339 |
| Total Revenues | 8,198,200 | 9,014,089 | 5,288,089 | 5,198,714 | 5,227,339 |
| **Expenses** | | | | | |
| Annual (overlay/recon.) | 9,215,400 | 6,349,000 | 7,175,000 | 8,652,000 | 6,239,000 |
| Other Project Costs | 4,883,000 | 8,863,300 | 3,483,000 | - | 450,000 |
| Total Expenses | 14,098,400 | 15,212,300 | 10,658,000 | 8,652,000 | 6,689,000 |
| **Net** | **(5,900,201)** | **(6,198,211)** | **(5,369,911)** | **(3,453,286)** | **(1,461,661)** |

## Economic Development Authority

The Shakopee EDA has the statutory authority to levy a small percentage (up to 0.0185%) of the city's taxable market value, which for 2025 would be a maximum of $1,439,083. The EDA and City Council can set the levy at any amount up to this cap.

The EDA levy is identified on property tax statements as a separate local tax outside of the city's general property tax. For 2025, there will be no change in the EDA levy, which is currently at $500,000. Additional funding is provided through a contribution of ½ percent of revenues from the Shakopee Public Utilities Commission. The 2025 budget anticipates the contribution to be $330,000.

The EDA serves as the landlord for the main level business tenants at River City Centre. The EDA currently owns the land and the CDA owns the building. The activity (lease revenue and expenditures) is accounted for in a separate fund of the EDA.

### Taxable Market Value

The city's taxable market value is at $8.44 billion, which is an increase of $660 million (8.5%) from last year. Apartment, commercial and industrial market value outpaced the growth in market value of residential. New construction accounted for $250.2 million of the increase in taxable market value.

| Class | Payable 2024 | Payable 2025 | Change (%) |
|---|---|---|---|
| **Agricultural** | $65,302,703 | $170,996,310 | 161.9% |
| **Apartment** | 713,349,600 | 775,437,500 | 8.7% |
| **Commercial** | 702,496,200 | 757,419,500 | 7.8% |
| **Industrial** | 1,571,476,000 | 1,762,431,500 | 12.2% |
| **Public Utility/Railroad** | 31,337,200 | 41,592,700 | 32.7% |
| **Residential** | 4,692,583,394 | 4,927,465,807 | 5.0% |
| **Other** | 2,279,600 | 3,849,500 | 68.9% |
| **Totals** | $7,778,824,697 | $8,439,192,817 | 8.5% |

For the city of Shakopee, the total residential taxable market value increased 5.0 percent, the majority of homes (70%) are seeing their values increase by less than the 5.0 percent. A breakdown of the value changes is provided below.

**Residential Impacts - Shakopee**

| Estimated Market Value Range Increase/Decrease | Number of Residential Properties | Percentage of Total |
|---|---|---|
| +15.01+% | 411 | 3% |
| +10.01-15.00% | 579 | 4% |
| +5.01-10.00% | 2,210 | 17% |
| +0.01-5.00% | 9,120 | 70% |
| No Change | 17 | 0% |
| -0.01-5.00% | 505 | 4% |
| -5.01 - 10.00% | 63 | 0% |
| -10.00 - 15.00% | 35 | 0% |
| -15.01% + | 6 | 0% |
| | 12,946 | 100% |

The State Legislature increased the Homestead Market Value Exclusion from $417,000 to $517,000, which will shift the property tax burden from residential homes under $517,000 to other property types.

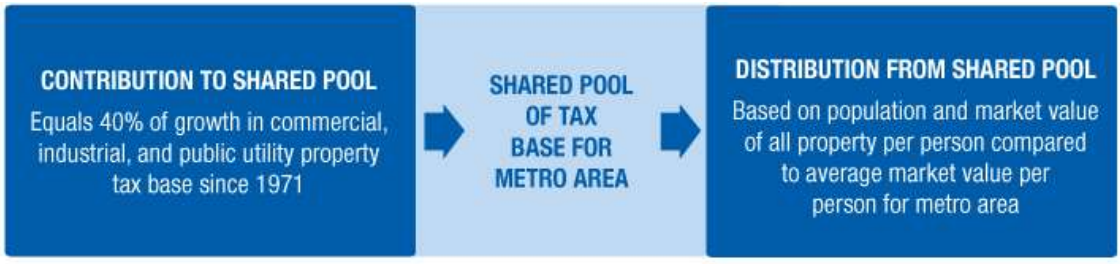
Net Tax Capacity

| Class | Payable 2024 | Payable 2025 | Change (%) |
|---|---|---|---|
| **Agricultural** | $594,336 | $1,664,241 | 180.0% |
| **Apartment** | 8,195,728 | 8,737,325 | 6.6% |
| **Commercial** | 13,817,865 | 14,915,026 | 7.9% |
| **Industrial** | 31,293,404 | 35,113,160 | 12.2% |
| **Public Utility/Railroad** | 618,006 | 823,899 | 33.3% |
| | | | |
| **Residential** | 47,568,899 | 50,127,913 | 5.4% |
| **Other** | 23,401 | 39,220 | 67.6% |
| **Adj. to match county report** | -32,893 | -1,560,521 | |
| **Gross Tax Capacity** | $102,144,532 | $109,860,521 | 7.6% |
| | | | |
| **Adjustments:** | | | |
| **Tax Increment** | ($2,862,355) | ($3,884,862) | 35.7% |
| **Fiscal Disparity Contribution** | (14,638,831) | (17,902,281) | 22.3% |
| **Net Tax Capacity** | $84,643,346 | $88,073,120 | 4.1% |
| | | | |
| **Fiscal Disparity Distribution** | ($7,973,789) | ($8,458,436) | 6.1% |

The total net tax capacity of the city is estimated at $88,073,120 compared to $84,643,346 in 2024, which is an increase of $3,429,774 (4.1%).

The gross tax capacity is adjusted for the increase in tax capacity of properties within tax increment financing districts. The tax increment adjustment of $3.9 million represents 3.5 percent of gross tax capacity. The net increase is primarily related to a portion of Shakopee Flats and Canterbury Commons being added. It is important to note that these developments would not have occurred without the use of tax increment financing. The value and tax capacity of these districts are added to the city's tax roll upon the decertification of these districts.

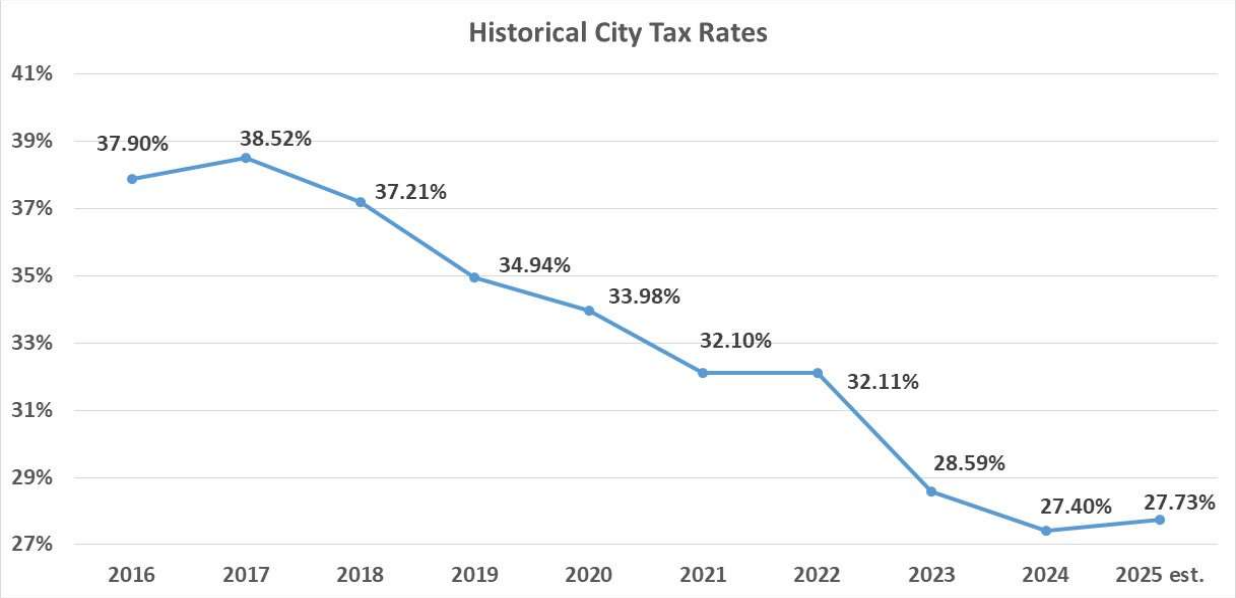
The gross tax capacity is also adjusted for the fiscal disparities program which is unique to the seven-county metro area and is further explained in the diagram below:




The city's estimated contribution to the program is $17.9 million in tax capacity, and the distribution is estimated at $8.5 million for a net contributed amount of $9.5 million. This is an increase of $2.8 million (41.8%) from 2024. The city of Shakopee continues to be one of the top ten net contributors to the program, estimated for 2025 at $9.5 million (8.6%) of tax capacity.

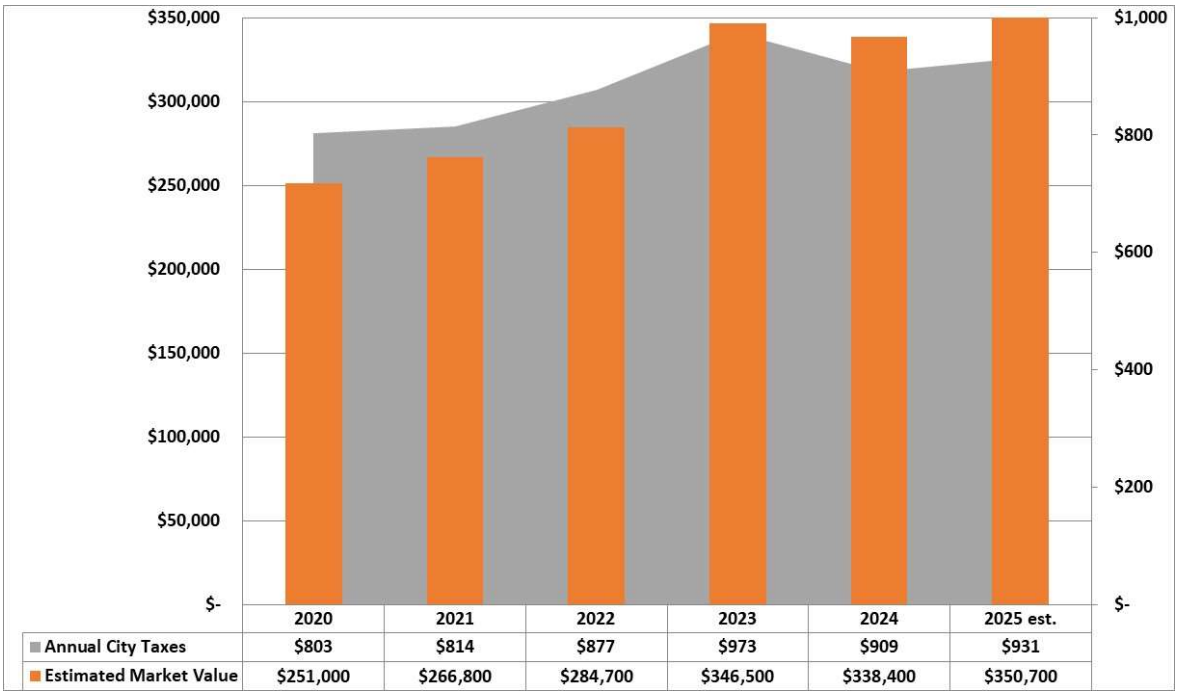
## City Tax Rates

The tax levy and market value estimates are expected to have a minimal impact on the city's tax rate, slightly increasing from 27.402 percent to 27.734 percent.




## Median Value Home

The value of the median value home has increased from $338,400 to $350,700 over the past year. This is an increase of $12,300 (3.6%). The chart on the next page provides information on the median value home and city property taxes paid since 2020. The orange bar and amounts on the left axis represent the median value home.



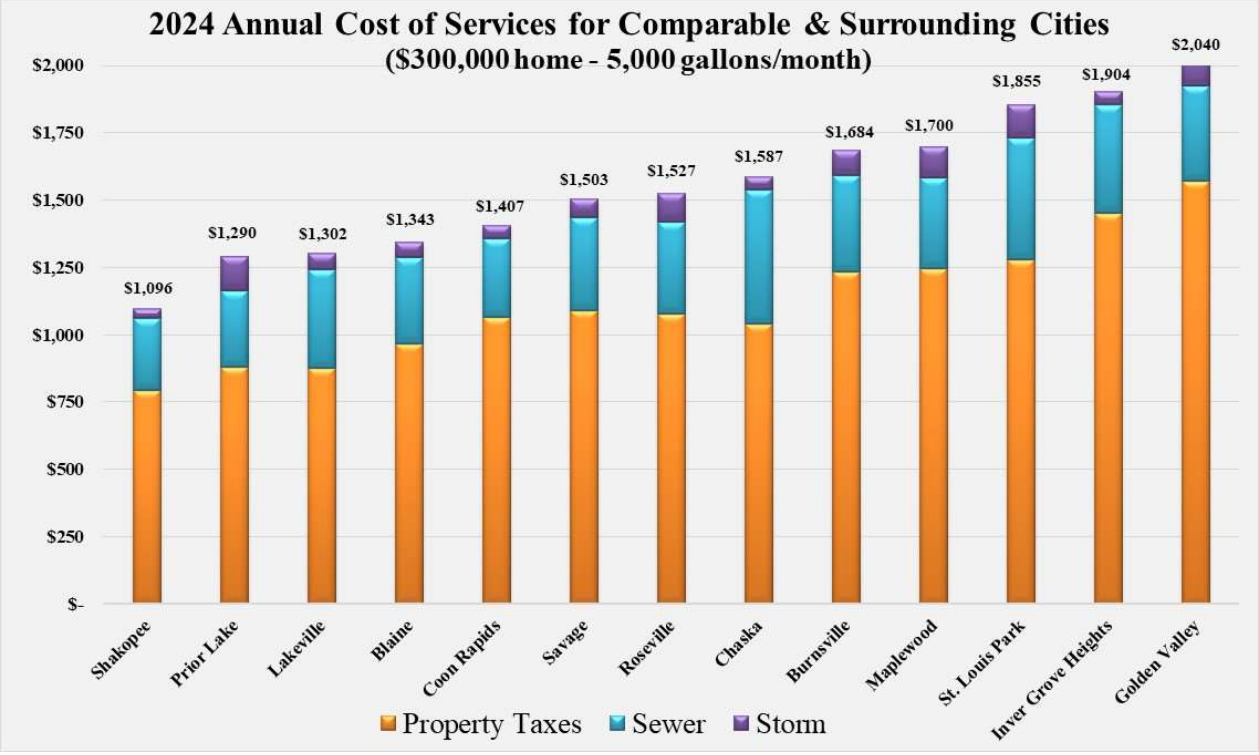
For the median value home this equates to an increase of $22 or (2.5 percent) annually in property taxes. Absent any change in value, homeowners can expect a tax decrease of $15 or about 1.6 percent (taking into consideration the proposed tax rate and changes to the homestead market value exclusion).

### Enterprise Funds

The city operates two public utility funds Sewer and Surface Water. These funds operate on their own ability to generate revenues and receive no property tax support. The Sewer fund provides for the collection and conveyance of wastewater through a system of mains and lift stations. Sewage is treated by the Metropolitan Council Environmental Services, whose contracted services account for approximately 80 percent of the fund's operating expenditures. The disposal charge for 2025 will increase from $2.63 million to $3.17 million, an increase of 20.6%. The Surface Water fund maintains the surface water system for the city, which includes 140 miles of storm sewer and 224 ponds.

The City's sewer billings include a city usage rate, a city fixed rate, and Metropolitan Council disposal rate. The surface water charge is based on acreage with residential paying a monthly charge equivalent to 1/3 of an acre. Staff anticipates proposing rate increases for each fund to keep pace with operational costs and maintain the current balances of those funds. The rate increase will be in the range of one to three percent. For a typical residential user, this would amount to approximately $12 annually for sewer charges and $2 in surface water charges.

Shakopee is below comparable and surrounding cities when it comes to a cost comparison of city property taxes, sanitary sewer and storm water charges. The following chart provides the 2024 annual cost of services for a $300,000 value home (slightly below the median value home in Shakopee) and 5,000 gallons of water usage a month.

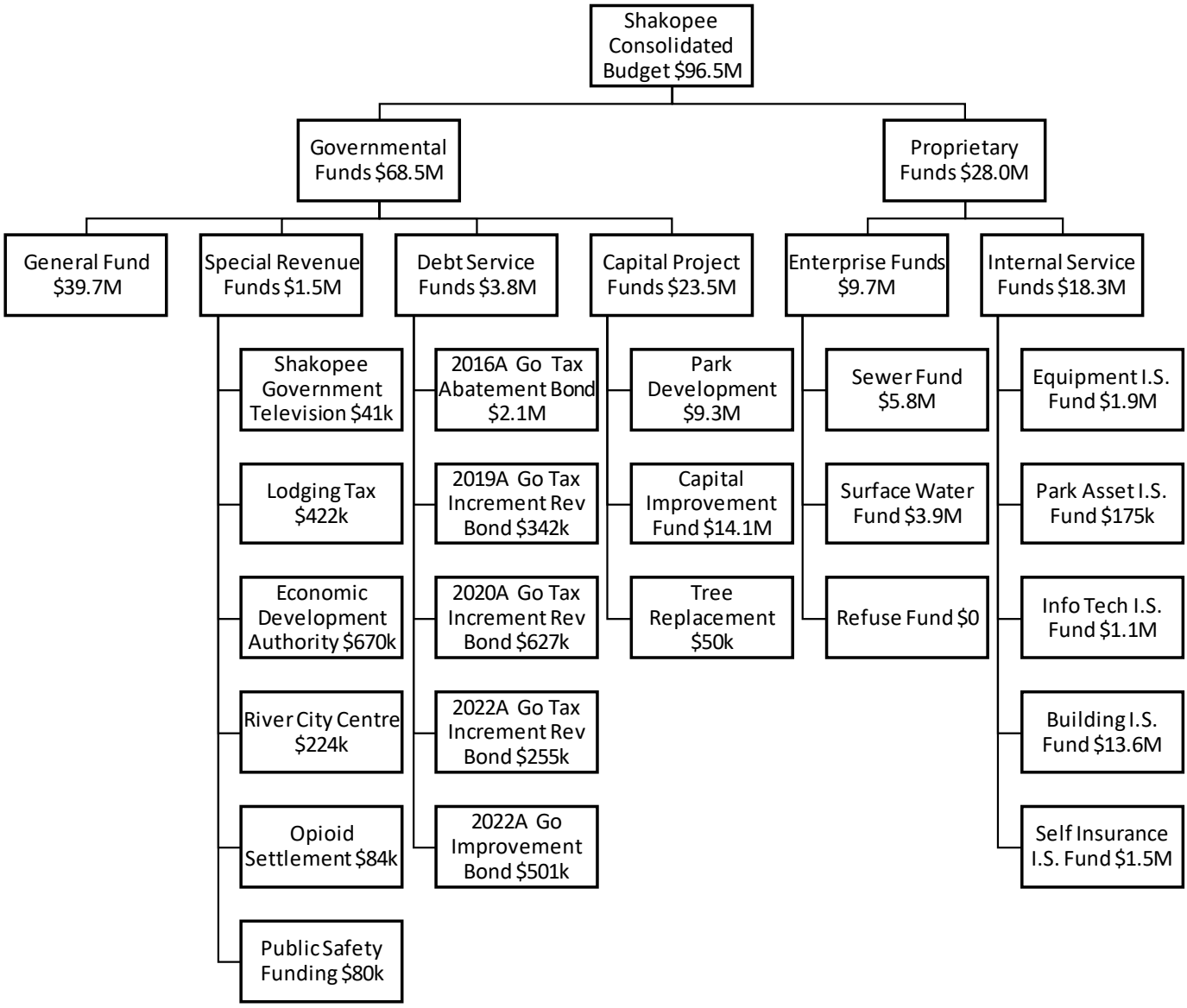


## Schedule for budget and property tax levy development

| Date | Who | What |
|---|---|---|
| May 7, 2024 | Council/Staff | Review Long-term Financial Plan |
| July 10, 2024 | Staff/Public | Public Input Meeting |
| August 7, 2024 | Council/Staff | Review Preliminary Capital Improvement Plan (CIP)/ 2025 Budget Overview |
| September 3, 2024 | Council/Staff | Review proposed levy, initiatives, and requests |
| September 17, 2024 | Council | Adopt proposed maximum tax levy for City and Final EDA tax levy. |
| September 30, 2024 | Staff | Certify maximum tax levy to the County which will be used for proposed property tax notices |
| November 6, 2024 | Council | Adopt final 2025-2029 CIP |
| Mid-November | County | Proposed tax notices sent to owners |
| December 3, 2024 | Council | Hold public meeting to discuss levy and budget. |
| December 17, 2024 | Council | Adopt final tax levy and budget |
| December 31, 2024 | Staff | Certify final tax levy and budget to County and State |

# Executive Summary

The City's annual budget is $96.5 million and consists of a variety of revenue sources, including taxes, licenses and permit fees, utility charges for enterprise funds, and grants from federal and state government agencies.



# Executive Summary

**Shakopee Sustainable Cycle of City Government**

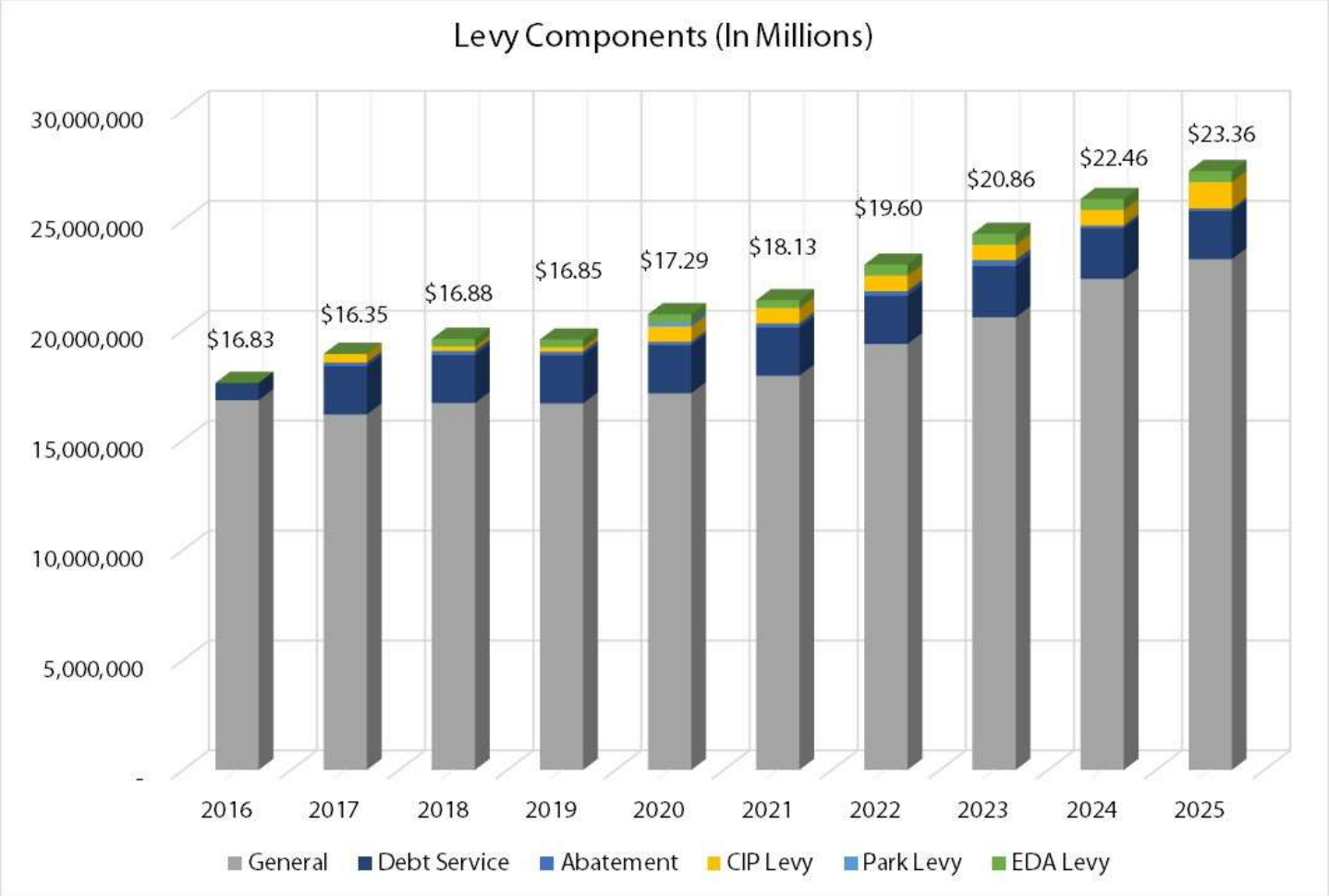
The model illustrated on the next page sets high-quality City Services as the foundation of a healthy and growing community as shows where external forces and government action might intervene. The high quality services drive population growth, as more people and businesses want to be a part of our community. Population growth drives growth in real estate values, whether that be new development or rising demand for existing inventory. That growth in real estate values ensures rising tax revenue, which pays for the inflation-based cost increases of high-quality city services *with minimal impact on the property tax rate*. This cycle is the foundation of annual budget development and helps identify and explain influencing factors.



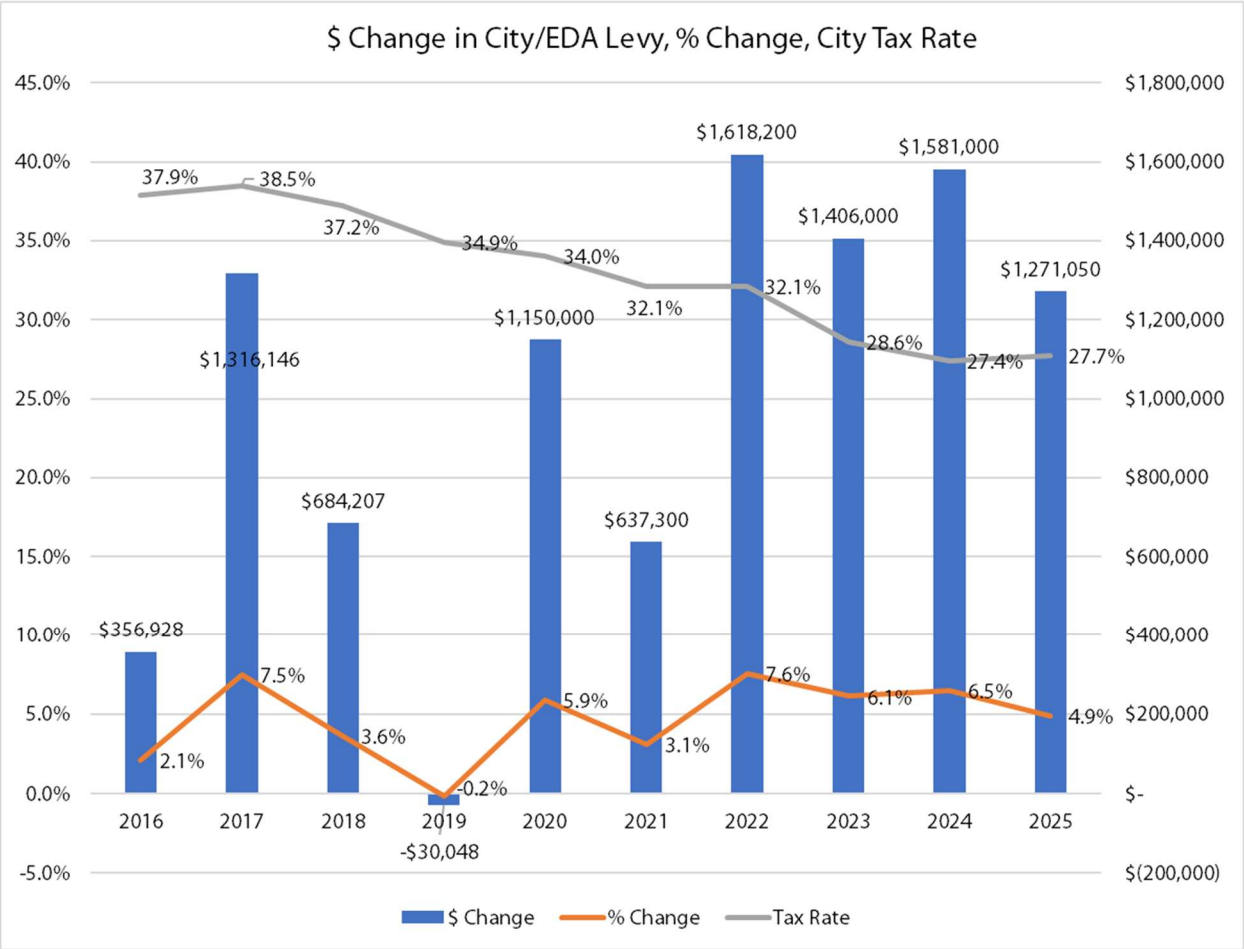

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# Executive Summary

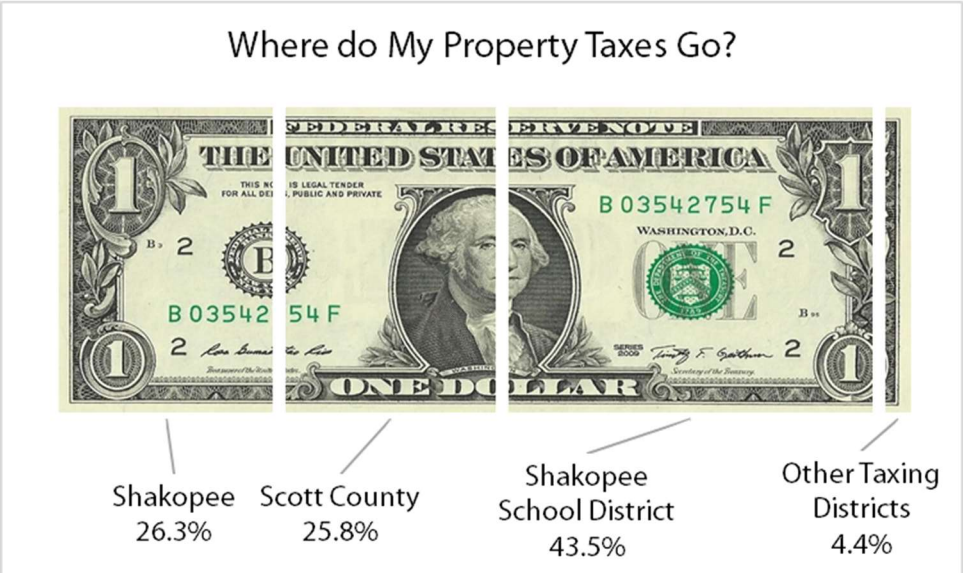
The City's governmental funds tend to be an area of high visibility as it includes the City's property tax levy. The total tax levy (including the EDA) for the 2025 budget is $27,244,050, which is a 4.89% increase over 2024. For a median-valued home of $350,700, this would be an estimated increase of $22 or 2.46%. The levy includes a $23,235,050 operating levy, $2,189,000 debt service levy, capital improvement levy of $1,200,000 and $500,000 Economic Development Authority levy.



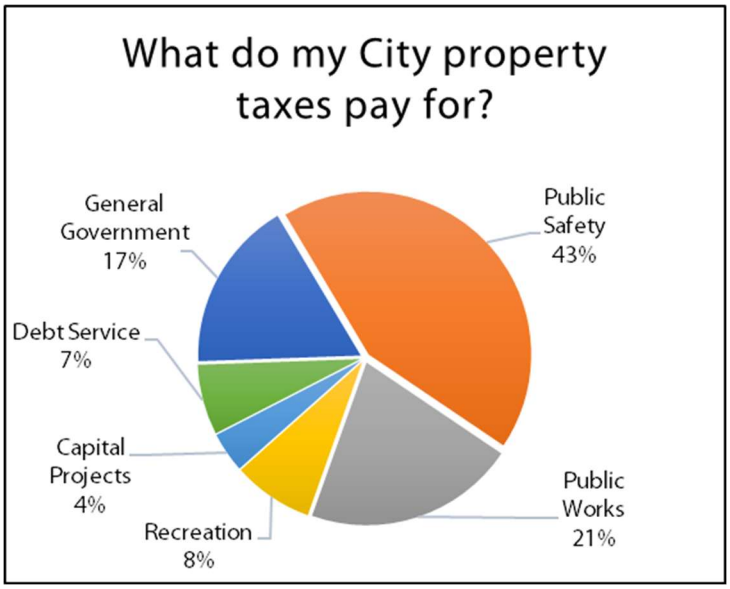
# Executive Summary




The City receives 26.3% of property taxes paid by residents. The remainder is distributed to the Shakopee School District, Scott County and other taxing districts.



# Executive Summary




**Recreation** – coordination and scheduling of park and athletic field use; coordinating preschool, youth, teen, adult, and senior programs, and special event activities; managing the operations of the Community Center, Ice Arena, SandVenture Outdoor Aquatic Park, and Log Cabin.

**Public Works** – Responsibility for the City's public roadways including maintenance and snow plowing. Maintenance of vehicles and equipment is part of this department. Park maintenance and updates on all city parks. Planning infrastructure and maintenance of infrastructure by engineering.

**General Government** – Mayor and council, administration including communication, human resources and information technology, clerk's department handling records, elections, finance, planning and development and maintaining all government facility buildings.

**Public Safety** – Police and fire services and building inspections.

**Capital Projects** – Street infrastructure projects.

**Debt Service** – principal and interest payments for debt funded through the tax levy (e.g. road projects and ice arena/community center remodel)

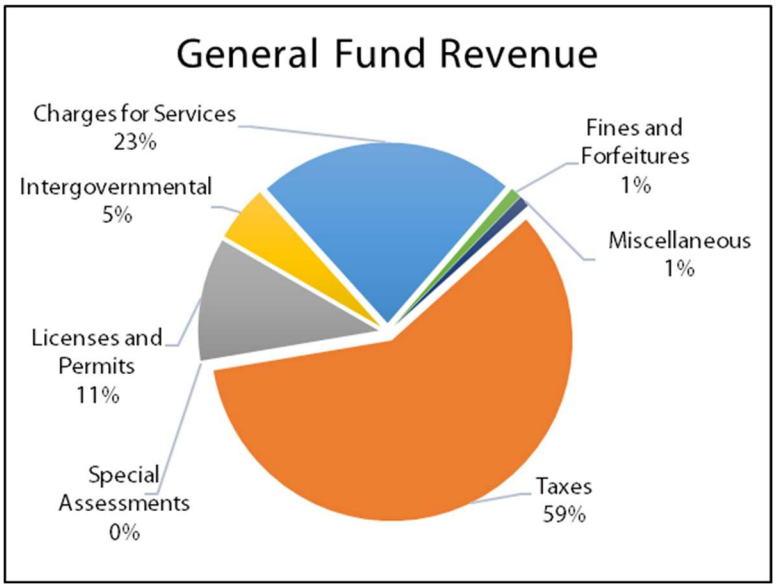
**General Fund Revenues** – the City's General Fund (operating fund) is the largest fund of the city with different revenue sources as described below. It is estimated that the City will collect $36M in General Fund revenue in 2024.

**Licenses and Permits** – building permits, liquor, tobacco, food establishments licenses.

**Intergovernmental** – grants, programs, and aid from the state and federal governments for roads, public safety, and projects.

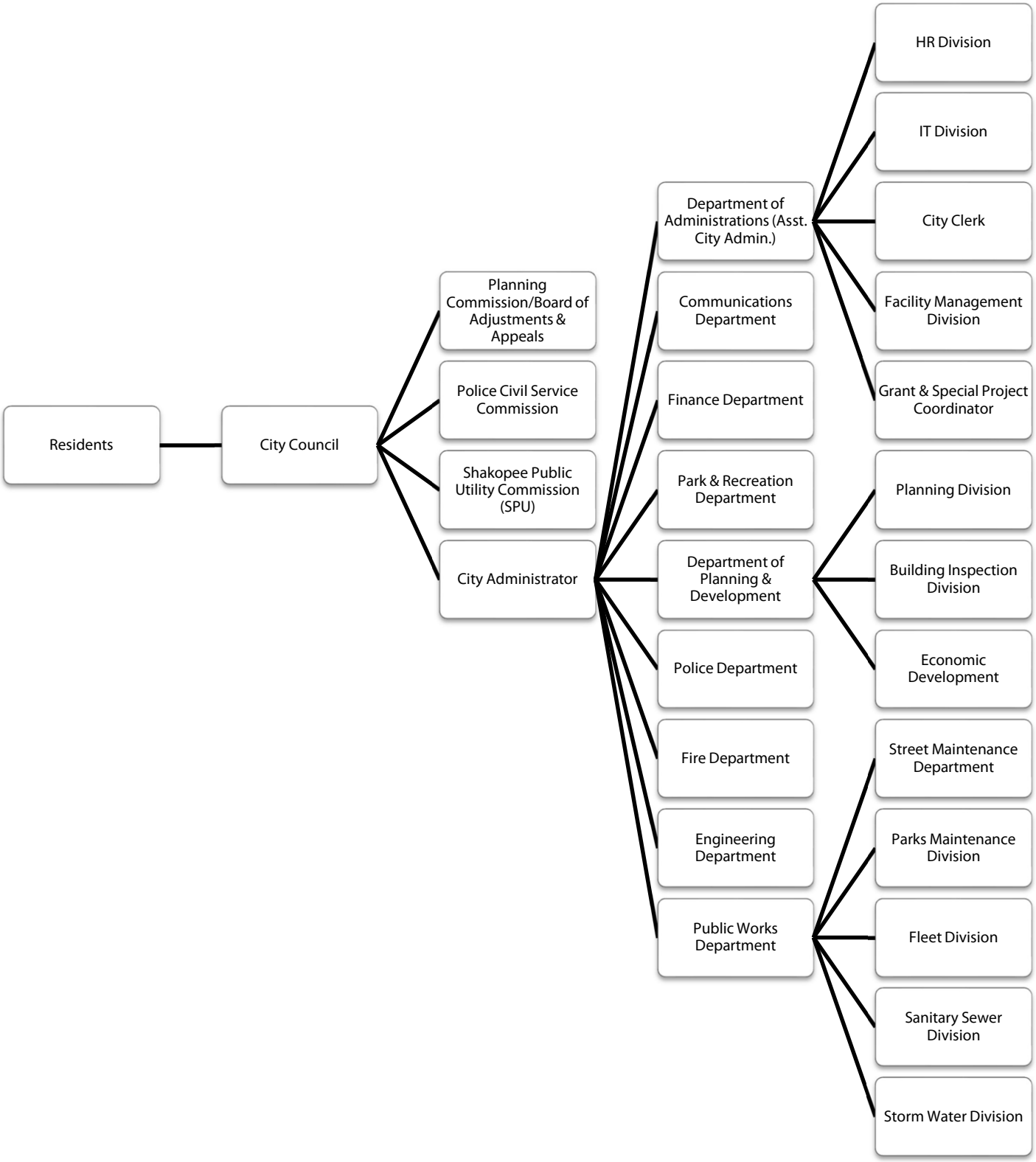
**Charges for Services** –recreation programs, room and park shelter rentals, engineering fees and contracted services for police.

**Miscellaneous** – interest income



# Organization Highlights

Shakopee is organized in Minnesota under Plan A, which includes a city administrator, but the city council retains most decision-making authority such as policy setting, adopting ordinances and budget and staffing. The city council has four members who serve staggered terms of four years plus the mayor who serves a four-year term. All council positions are non-partisan, part-time and members are elected at large.



# Organization Highlights

## FULL-TIME EMPLOYEES

The city counts full-time equivalent (FTE) employees because it shows both full-time and part-time employees based on the numbers of hours worked per week. The city budgeted for an increase of City FTEs from 178 in 2024 to 179 in 2025. This increase reflects the addition of a fire inspector. During 2024 the city changed from a paid on call firefighters to part-time fire fighters to meet the community demands and manage the department more effectively.

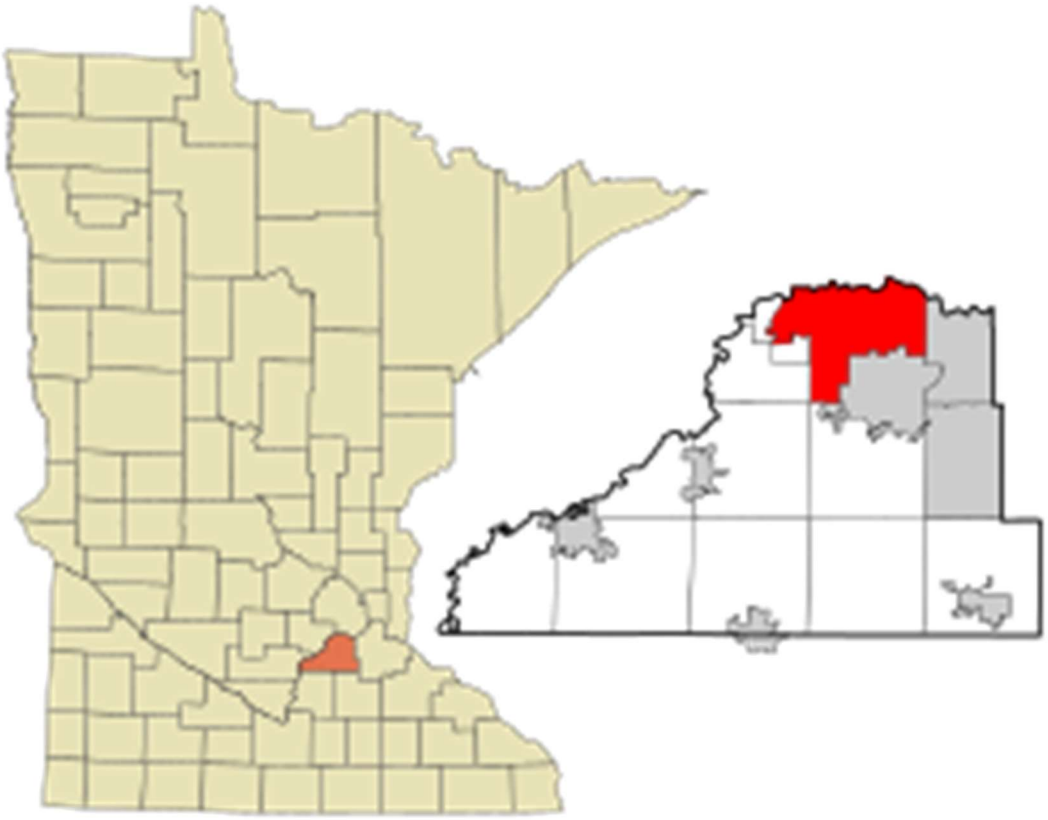
| Department/Fund | Number of Full-Time Equivalent Employees | | | | |
|---|---|---|---|---|---|
| | 2021 | 2022 | 2023 | 2024 | 2025 |
| Administration | 14 | 14 | 14 | 15 | 15 |
| City Clerk | 3 | 3.5 | 3.5 | 3.5 | 3.5 |
| Finance | 4 | 4 | 4 | 4 | 4 |
| Planning & Development | 4.4 | 4.4 | 4.4 | 4.4 | 4.4 |
| Facilities | 2 | 2 | 2 | 2 | 2 |
| Police | | | | | |
| Sworn Officers | 50 | 50 | 50 | 52 | 52 |
| Civilian Employees | 12 | 12.5 | 12.5 | 12.5 | 12.5 |
| Fire | 8 | 8 | 11 | 14 | 15 |
| Building Inspection | 8.1 | 8.1 | 9.1 | 9.1 | 10.1 |
| Engineering | 11 | 9.5 | 10 | 10 | 9 |
| Street | 10 | 9.5 | 9 | 9 | 9 |
| Fleet | 3 | 3 | 3 | 3 | 3 |
| Park Maintenance | 11.2 | 11.2 | 12.2 | 12.2 | 12.2 |
| Recreation | 18 | 18 | 18 | 19 | 19 |
| Economic Development Authority | 1.5 | 1.5 | 1.5 | 1.5 | 1.5 |
| Sewer Fund | 3.5 | 3.5 | 3.5 | 3.5 | 3.5 |
| Storm Drainage Fund | 3.3 | 3.3 | 3.3 | 3.3 | 3.3 |
| **Total Employees** | **167.00** | **166.00** | **171.00** | **178.00** | **179.00** |

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# Community Profile

The City of Shakopee was incorporated initially in 1857 and for the second time in 1870 and is located about 25 miles southwest of Minneapolis. Bounded by the Minnesota River on the north, Shakopee is in the northern part of Scott County and is the county seat. The city is one of the most rapidly growing communities of the state. The 2020 population of the city was 43,698 as of the 2020 census and the land area covered is approximately 29.5 square miles. State statute allows the City to extend its corporate limits by annexation, which occurs periodically.

The city provides the normal municipal services such as police and fire protection, street and infrastructure construction and maintenance, parks and recreation, planning and zoning. Also provided are sewer and storm drainage utilities, and organized refuse collection and recycling. Electric and water utilities are operated by Shakopee Public Utilities Commission which is appointed by the City Council. Housing, economic development and redevelopment are controlled by the Shakopee Economic Development Authority. The Authority is comprised of city council members and is included as an integral part of the city's budget.

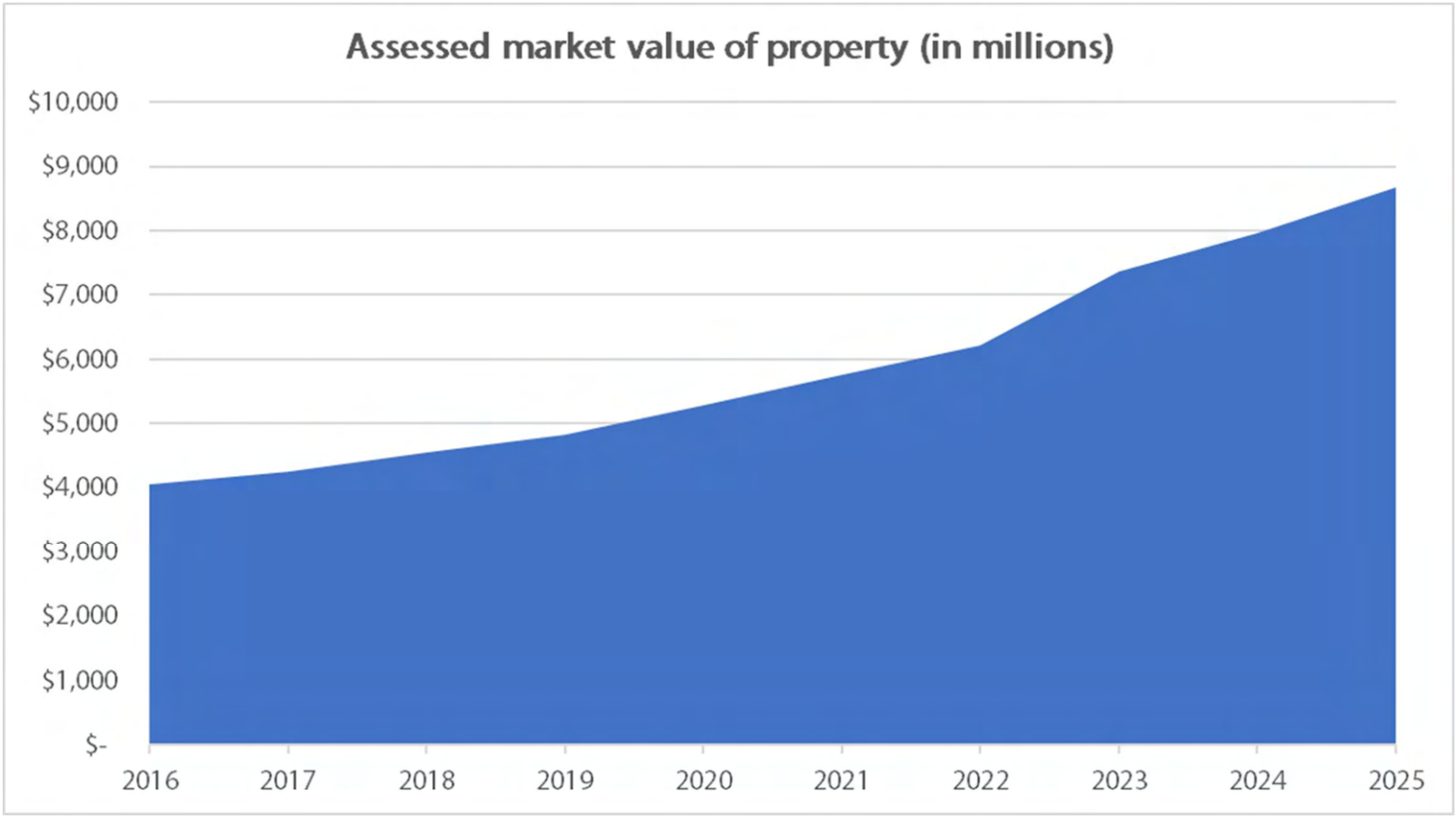


# Community Profile

**Market Value of Property: Last 10 Fiscal Years**

Shakopee is a growing city with substantial growth the past few years. Since 2016, spurred by growth the city has seen a taxable market value increase by about $4.5 billion (119.6%).

| Fiscal Year | Market Value (In millions) Estimated | Taxable |
|---|---|---|
| 2016 | $ 4,054 | $ 3,843 |
| 2017 | $ 4,251 | $ 4,034 |
| 2018 | $ 4,558 | $ 4,343 |
| 2019 | $ 4,824 | $ 4,614 |
| 2020 | $ 5,279 | $ 5,064 |
| 2021 | $ 5,750 | $ 5,540 |
| 2022 | $ 6,214 | $ 6,045 |
| 2023 | $ 7,369 | $ 7,216 |
| 2024 | $ 7,952 | $ 7,782 |
| 2025 | $ 8,682 | $ 8,439 |




Source: Property in the City is assessed annually. The assessed value is equal to market value, although taxable value may be different, as shown. Information is provided to the city from the Scott County Assessor's Office.

# Community Profile

The City of Shakopee has a diverse tax base and employment opportunities are also diverse. There are several larger taxpayers and employers in the city that are important, but none are dominant. Shakopee is not overly reliant on one business or industry which has allowed us to weather fluctuations in the economy.

**Top 10 Taxpayers**

| Taxpayer | 2023/24 Tax Capacity Value | Rank | % of Total Tax Capacity Value |
|---|---|---|---|
| MCP Shakopee LLC | $ 1,223,406 | 1 | 1.32% |
| Prologis/ Duke Realty Limited Partner. | 1,202,564 | 2 | 1.30% |
| GEP X Addison LLC | 863,721 | 3 | 0.93% |
| Rahr Malting | 753,833 | 4 | 0.81% |
| Southwest Logistic Center, LLC | 642,046 | 5 | 0.69% |
| Shakkin LLC | 619,949 | 6 | 0.67% |
| J & J Minneapolis LLC | 609,817 | 7 | 0.66% |
| 1280 DISC Drive LLC | 589,714 | 8 | 0.64% |
| Lothenbach Properties & Challenge Printi | 570,651 | 9 | 0.62% |
| Xcel Energy | 338,545 | 10 | 0.37% |
| | $ 7,414,246 | | 8.01% |

Source: Scott County

**Top 10 Employers**

| Employers | Employees | Rank | Total City Employment |
|---|---|---|---|
| Amazon | 2,500 | 1 | 5.37% |
| Valley Fair | 1,721 | 2 | 3.70% |
| Emerson | 1,563 | 3 | 3.36% |
| School District No. 720 | 1,315 | 4 | 2.82% |
| Cyberpower Systems | 1,160 | 5 | 2.49% |
| Imagine Print Solutions | 877 | 6 | 1.88% |
| Scott County | 865 | 7 | 1.86% |
| St. Francis RMC | 824 | 8 | 1.77% |
| Datacard | 800 | 9 | 1.72% |
| Northstar Auto Auction | 715 | 10 | 1.54% |
| | 12,340 | | 26.50% |

Source: D&B Hoovers, https://app.dnbhoovers.com/, and a December 2021 best efforts contact of individual employers. This is not a comprehensive list. Some employers do not respond to inquiries.

# GOVERNMENT WIDE FUNDS

| | GENERAL FUND | SPECIAL REVENUE FUNDS | DEBT SERVICE FUNDS | CAPITAL PROJECTS FUNDS | TOTAL |
|---|---|---|---|---|---|
| **REVENUES:** | | | | | |
| TAXES | $23,446,450 | $951,000 | $2,189,000 | $2,150,000 | $28,736,450 |
| SPECIAL ASSESSMENTS | 17,000 | 0 | 117,800 | 484,100 | 618,900 |
| LICENSES AND PERMITS | 3,810,750 | 0 | 0 | 3,050,000 | 6,860,750 |
| INTERGOVERNMENTAL | 5,430,000 | 330,000 | 0 | 5,805,100 | 11,565,100 |
| CHARGES FOR SERVICES | 5,236,800 | 28,000 | 0 | 0 | 5,264,800 |
| FINES AND FORFEITURES | 325,200 | 63,800 | 0 | 0 | 389,000 |
| MISCELLANEOUS | 537,100 | 417,500 | 0 | 1,127,600 | 2,082,200 |
| TOTAL REVENUES | 38,803,300 | 1,790,300 | 2,306,800 | 12,616,800 | 55,517,200 |
| **EXPENDITURES:** | | | | | |
| GENERAL GOVERNMENT | (6,039,670) | (463,000) | 0 | 0 | (6,502,670) |
| PUBLIC SAFETY | (19,554,190) | (163,820) | 0 | 0 | (19,718,010) |
| PUBLIC WORKS | (8,398,550) | 0 | 0 | (23,409,400) | (31,807,950) |
| PARK AND RECREATION | (5,558,990) | 0 | 0 | 0 | (5,558,990) |
| ECONOMIC DEVELOPMENT | 0 | (894,000) | 0 | 0 | (894,000) |
| UNALLOCATED | (127,900) | 0 | 0 | 0 | (127,900) |
| DEBT SERVICE | 0 | 0 | (3,823,000) | 0 | (3,823,000) |
| TOTAL EXPENDITURES | (39,679,300) | (1,520,820) | (3,823,000) | (23,409,400) | (68,432,520) |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | (876,000) | 269,480 | (1,516,200) | (10,792,600) | (12,915,320) |
| **OTHER FINANCING:** | | | | | |
| TRANSFERS IN | 876,000 | 0 | 1,296,300 | 1,342,000 | 3,514,300 |
| TRANSFERS OUT | 0 | (126,000) | 0 | (33,000) | (159,000) |
| **TOTAL OTHER FINANCING** | **876,000** | **(126,000)** | **1,296,300** | **1,309,000** | **3,355,300** |
| **EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES** | **$0** | **$143,480** | **($219,900)** | **($9,483,600)** | **($9,560,020)** |
| PROPERTY TAX LEVY REQUIRED TO SUPPORT THIS BUDGET | $23,355,150 | $500,000 | $2,189,000 | $1,200,000 | $27,244,150 |

# PROPRIETARY FUNDS

| | SEWER FUND | SURFACE WATER FUND | REFUSE FUND | ENTERPRISE FUND TOTAL | INTERNAL SERVICE FUND TOTAL | TOTAL |
|---|---|---|---|---|---|---|
| **REVENUES:** | | | | | | |
| OPERATING REVENUES | $4,865,500 | $1,390,500 | $90,000 | $6,346,000 | $5,891,100 | $12,237,100 |
| **EXPENSES:** | | | | | | |
| OPERATING EXPENSES | 4,111,000 | 1,192,850 | 0 | 5,303,850 | 2,348,700 | 7,652,550 |
| DEPRECIATION | 976,400 | 1,143,000 | 0 | 2,119,400 | 0 | 2,119,400 |
| **OPERATING INCOME (LOSS)** | **(221,900)** | **(945,350)** | **90,000** | **(1,077,250)** | **3,542,400** | **2,465,150** |
| NON-OPERATING INCOME | 129,000 | 346,000 | 0 | 475,000 | 13,357,500 | 13,832,500 |
| NON-OPERATING EXPENSES | (696,000) | (1,552,750) | 0 | (2,248,750) | (16,009,300) | (18,258,050) |
| **NET INCOME (LOSS) BEFORE TRANSFERS** | **(788,900)** | **(2,152,100)** | **90,000** | **(2,851,000)** | **890,600** | **(1,960,400)** |
| CAPITAL CONTRIBUTION | 0 | 3,000 | 0 | 3,000 | 0 | 3,000 |
| TRANSFERS OUT | (524,000) | (1,185,000) | 0 | (1,709,000) | (350,000) | (2,059,000) |
| **NET INCOME (LOSS)** | **(1,312,900)** | **(3,334,100)** | **90,000** | **(4,557,000)** | **540,600** | **(4,016,400)** |

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# GENERAL FUND

The General Fund is used to account for revenues and expenditures necessary to carry out the basic functions of city government. Divisions within the General Fund include general government, public safety, public works and park and recreation. These basic functions include police and fire protection, planning, administration, etc. Appropriations are made from this fund annually.

Revenues are recorded by source, i.e., taxes, intergovernmental, charges for services, etc. Expenditures are recorded by object and are primarily for day-to day operating expenses and equipment. Capital expenditures for large scale public improvements are accounted for within the Capital Projects Funds

## SUMMARY

| | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| TAXES | 19,649,595.58 | 20,790,614.32 | 22,569,800.00 | 23,446,450.00 |
| SPECIAL ASSESSMENTS | 76,312.19 | 56,189.70 | 14,000.00 | 17,000.00 |
| LICENSES AND PERMITS | 6,088,411.99 | 6,393,007.06 | 3,491,450.00 | 3,810,750.00 |
| INTERGOVERNMENTAL | 5,384,242.38 | 5,592,884.81 | 4,979,000.00 | 5,430,000.00 |
| CHARGES FOR SERVICES | 4,129,796.08 | 5,425,467.91 | 4,813,350.00 | 5,236,800.00 |
| FINES AND FORFEITURES | 9,271.31 | 327,215.22 | 200.00 | 325,200.00 |
| MISCELLANEOUS | (538,070.87) | 1,470,310.13 | 379,200.00 | 537,100.00 |
| **TOTAL REVENUES** | **34,799,558.66** | **40,055,689.15** | **36,247,000.00** | **38,803,300.00** |
| | | | | |
| GENERAL GOVERNMENT | (5,157,127.79) | (5,272,823.10) | (6,226,450.00) | (6,039,670.00) |
| PUBLIC SAFETY | (15,255,048.92) | (16,248,819.34) | (17,019,800.00) | (19,386,190.00) |
| PUBLIC WORKS | (7,473,400.08) | (7,539,353.18) | (8,260,450.00) | (8,398,550.00) |
| RECREATION | (4,828,598.28) | (5,017,323.89) | (5,208,560.00) | (5,558,990.00) |
| UNALLOCATED | (7,279.98) | (34,004.24) | (343,100.00) | (127,900.00) |
| DEBT SERVICE | (44,095.00) | (64,781.17) | 0.00 | 0.00 |
| CAPITAL OUTLAY | (37,911.06) | (296,648.07) | 0.00 | (168,000.00) |
| **TOTAL EXPENDITURES** | **(32,803,461.11)** | **(34,473,752.99)** | **(37,058,360.00)** | **(39,679,300.00)** |
| | | | | |
| TRANSFERS IN | 400,000.00 | 400,000.00 | 611,360.00 | 876,000.00 |
| PROCEEDS FROM SALE OF ASSETS | 0.00 | 0.00 | 0.00 | 0.00 |
| BOND PROCEEDS | 57,208.38 | 85,898.43 | 0.00 | 0.00 |
| TRANSFERS OUT | (226,000.00) | (4,048,650.00) | 0.00 | 0.00 |
| **TOTAL OTHER FINANCING** | **231,208.38** | **(3,562,751.57)** | **611,360.00** | **876,000.00** |
| | | | | |
| COMMITTED FUNDS - BUILDING INSPECTIONS | 0.00 | 126,000.00 | 0.00 | 0.00 |
| ASSIGNED FUND BALANCE- SAND VENTURE | 0.00 | 0.00 | 200,000.00 | 0.00 |
| **NET** | **2,227,305.93** | **2,145,184.59** | **0.00** | **0.00** |

# GENERAL FUND DETAIL

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **01000 - GENERAL FUND** | | | | |
| **REVENUES:** | | | | |
| 4011 - CURRENT PROPERTY TAX | (17,218,240.97) | (18,184,893.36) | (20,182,500.00) | (21,038,150.00) |
| 4012 - DELINQUENT PROPERTY TAX | 0.00 | 0.00 | 195,700.00 | 195,700.00 |
| 4013 - MARKET VALUE CREDIT | (2,144.52) | (1,988.94) | 0.00 | 0.00 |
| 4015 - FISCAL DISPARITIES | (2,123,107.89) | (2,330,925.56) | (2,280,000.00) | (2,317,000.00) |
| 4020 - MOBIL HOME TAX | (329.97) | (190.51) | 0.00 | 0.00 |
| 4025 - PAYMENT IN LIEU OF TAXES | (43,229.09) | (43,284.55) | (39,000.00) | (39,000.00) |
| 4031 - EXCESS TAX INCREMENT | (84,441.95) | 0.00 | 0.00 | 0.00 |
| 4032 - TAX ABATEMENT | 234,920.00 | 157,166.00 | 126,000.00 | 120,000.00 |
| 4035 - TAX PENALTY AND INTEREST | (4,273.43) | (7,482.80) | (5,000.00) | (5,000.00) |
| 4040 - OTHER TAXES | (4,690.15) | (8,595.68) | 0.00 | 0.00 |
| 4202 - CABLE FRANCHISE | (375,813.81) | (357,688.22) | (372,000.00) | (350,000.00) |
| 4203 - TRACK FRANCHISE | (28,243.80) | (12,730.70) | (13,000.00) | (13,000.00) |
| **TAXES** | **(19,649,595.58)** | **(20,790,614.32)** | **(22,569,800.00)** | **(23,446,450.00)** |
| 4110 - SPECIAL ASSESSMENT PRINCIPAL | (28,299.08) | (50,722.14) | (12,000.00) | (15,000.00) |
| 4111 - SPECIAL ASSESSMENT INTEREST | (2,046.87) | (4,186.06) | (2,000.00) | (2,000.00) |
| 4112 - SPECIAL ASSESSMENT PENALTY & INTEREST | (283.50) | (273.79) | 0.00 | 0.00 |
| 4120 - SPECIAL ASSESSMENT PREPAYMENTS | (45,682.74) | (1,007.71) | 0.00 | 0.00 |
| **SPECIAL ASSESSMENT** | **(76,312.19)** | **(56,189.70)** | **(14,000.00)** | **(17,000.00)** |
| 4210 - RENTAL HOUSING LICENSE | 0.00 | (48,860.00) | (125,000.00) | (125,000.00) |
| 4220 - LIQUOR LICENSE | (187,055.00) | (192,542.50) | (182,000.00) | (200,000.00) |
| 4230 - BEER LICENSE | (2,136.00) | (2,830.00) | (2,200.00) | (1,800.00) |
| 4240 - TOBACCO LICENSE | (7,000.00) | (14,600.00) | (7,000.00) | (11,600.00) |
| 4242 - ANIMAL LICENSES | (16,195.00) | (10,110.00) | (15,000.00) | (10,000.00) |
| 4243 - MISC LICENSE | (15,258.00) | (17,694.00) | (12,750.00) | (12,100.00) |
| 4251 - BUILDING PERMITS-NON-RESIDENTI | (1,323,579.48) | (1,734,220.63) | (875,000.00) | (875,000.00) |
| 4252 - BUILDING PERMITS-NEW RESIDENTI | (928,699.80) | (621,109.67) | (320,000.00) | (450,000.00) |
| 4255 - RE-ROOF PERMIT | (770,962.90) | (573,127.69) | (25,000.00) | (100,000.00) |
| 4256 - WINDOWS-DOORS-RESIDING | 0.00 | 0.00 | 0.00 | 0.00 |
| 4259 - PLAN REVIEW FEE-NON-RESIDENTIA | (815,278.68) | (999,855.15) | (662,000.00) | (607,250.00) |
| 4260 - PLAN REVIEW FEE-NEW RESIDENTIA | (336,804.05) | (242,265.79) | (175,000.00) | (200,000.00) |
| 4261 - PLUMBING PERMITS | (289,819.70) | (281,956.08) | (175,000.00) | (180,000.00) |
| 4265 - MECHANICAL PERMITS | (281,527.67) | (379,981.62) | (200,000.00) | (200,000.00) |
| 4267 - ELECTRICAL PERMITS | (296,920.03) | (437,814.50) | (200,000.00) | (250,000.00) |
| 4272 - SEWER & WATER PERMITS | (101,241.22) | (48,111.78) | (40,000.00) | (40,000.00) |
| 4274 - FIRE INSPECTION PERMITS | (43,584.65) | (60,191.61) | (47,500.00) | (45,000.00) |
| 4275 - RENTAL HOUSING INSPECTIONS | 0.00 | 0.00 | (25,000.00) | (25,000.00) |
| 4280 - ROW PERMITS | (111,953.75) | (112,960.65) | (100,000.00) | (110,000.00) |
| 4299 - ELECTRONIC RECOVERY FEE | (560,396.06) | (614,775.39) | (303,000.00) | (368,000.00) |
| **LICENSES AND PERMITS** | **(6,088,411.99)** | **(6,393,007.06)** | **(3,491,450.00)** | **(3,810,750.00)** |
| 4410 - FEDERAL GRANTS | (74,211.96) | (158,624.59) | (16,000.00) | (16,000.00) |
| 4411 - TZD OUTSIDE AGENCIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 4450 - STATE GRANTS & AIDS | (360,829.81) | (208,759.67) | (194,000.00) | (213,000.00) |
| 4460 - STATE AID - MAINT | (574,692.00) | (571,778.00) | (572,000.00) | (624,000.00) |
| 4462 - STATE AID - FIRE | (348,309.81) | (391,069.29) | (345,000.00) | (345,000.00) |
| 4465 - STATE AID - POLICE | (484,962.28) | (532,674.27) | (480,000.00) | (530,0 |

# GENERAL FUND DETAIL

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 4467 - POLICE TRAINING REIMBURSEMENT | (48,711.22) | (49,499.72) | (50,000.00) | (50,000.00) |
| 4482 - COUNTY GRANTS/AIDS | (21,885.78) | (26,613.45) | (22,000.00) | (22,000.00) |
| 4490 - OTHER GRANTS/AIDS | 0.00 | (2,500.00) | 0.00 | 0.00 |
| 4705 - SPUC REVENUE CONTRIBUTION | (3,470,639.52) | (3,651,365.82) | (3,300,000.00) | (3,630,000.00) |
| **INTERGOVERNMENTAL** | **(5,384,242.38)** | **(5,592,884.81)** | **(4,979,000.00)** | **(5,430,000.00)** |
| 4511 - ADMINISTRATIVE CHARGES | (42,357.52) | (60,337.13) | (35,800.00) | (40,000.00) |
| 4513 - SALE OF DOCUMENTS | (436.00) | (503.25) | (500.00) | (400.00) |
| 4527 - RECORDING FEE | (40.00) | (25.00) | 0.00 | 0.00 |
| 4572 - SIGNS | (14,902.00) | (15,225.00) | (13,000.00) | (13,000.00) |
| 4577 - AUAR | 0.00 | (128,834.80) | (45,000.00) | (45,000.00) |
| 4587 - PLANNING/ZONING APPLICATIONS | (98,550.00) | (90,750.00) | (50,000.00) | (50,000.00) |
| 4620 - ENGINEER FEE - PRIVATE | (360,125.31) | (891,015.86) | (450,000.00) | (450,000.00) |
| 4621 - ENGINEER FEE - PUBLIC | (144,634.29) | (153,609.62) | (425,000.00) | (425,000.00) |
| 4622 - PARK FEE - PUBLIC | (2,806.89) | (14,056.47) | (15,000.00) | (15,000.00) |
| 4630 - GRADE FEE | (116,343.20) | (215,089.39) | (170,000.00) | (172,000.00) |
| 4642 - POLICE SERVICES | (487,613.41) | (505,827.27) | (516,500.00) | (606,500.00) |
| 4643 - VALLEY FAIR | (48,526.56) | (46,195.50) | (40,000.00) | (40,000.00) |
| 4646 - FALSE ALARMS | (11,460.00) | (7,670.00) | (11,500.00) | (10,000.00) |
| 4647 - TRIBAL CONTRIBUTION | (150,000.00) | (150,000.00) | (150,000.00) | (175,000.00) |
| 4660 - FIRE SERVICES | (223,732.00) | (240,822.00) | (264,500.00) | (290,000.00) |
| 4680 - MISC PUBLIC WORKS | 0.00 | (1,457.00) | 0.00 | 0.00 |
| 4681 - CAR/TRUCK WASHES | (9,505.00) | (7,571.00) | (11,700.00) | (11,700.00) |
| 4751 - REFUSE CHARGES | (23,574.09) | (21,637.96) | (24,000.00) | (24,000.00) |
| 4761 - MEMBERSHIP - DEFERRED REVENUE | 6,318.00 | (8,451.00) | 0.00 | 0.00 |
| 4762 - MEMBERSHIPS | (627,083.46) | (792,250.34) | (629,000.00) | (708,000.00) |
| 4766 - GENERAL ADMISSIONS | (403,518.74) | (481,018.31) | (472,000.00) | (614,000.00) |
| 4768 - SKATE SCHOOL ADMISSION | (70,373.56) | (72,641.08) | (70,000.00) | (65,000.00) |
| 4770 - LESSONS | (87,973.38) | (106,359.22) | (103,000.00) | (116,000.00) |
| 4774 - ICE RENTAL - PRIME TAXABLE | (260,124.41) | (228,657.24) | (290,000.00) | (300,000.00) |
| 4775 - ICE RENTAL - PRIME EXEMPT | (398,473.75) | (548,377.50) | (475,000.00) | (485,000.00) |
| 4780 - YOUTH ACTIVITIES | (128,000.37) | (144,369.33) | (167,000.00) | (162,000.00) |
| 4781 - YOUTH SPORTS ASSOCATIONS | 0.00 | 0.00 | 0.00 | 0.00 |
| 4794 - ADULT SPORTS | (26,980.00) | (28,406.00) | (20,000.00) | (25,000.00) |
| 4795 - ADULT ACTIVITIES | (47,764.00) | (51,533.00) | (50,000.00) | (50,000.00) |
| 4796 - ROOM RENTALS | (159,924.09) | (190,733.61) | (128,000.00) | (142,000.00) |
| 4797 - ROOM RENTAL- NONTAXABLE/EXEMPT | (7,584.48) | (4,691.71) | (12,500.00) | (19,000.00) |
| 4798 - PARK FACILITY RENTAL | (4,620.49) | (9,932.36) | (33,000.00) | (32,000.00) |
| 4799 - PARK FIELD RENTALS | (1,731.50) | (4,128.38) | (500.00) | (4,000.00) |
| 4800 - SKATE SHARPENING | (7,622.08) | (8,240.85) | (9,000.00) | (7,000.00) |
| 4801 - DAMAGE DEPOSIT | (3,279.50) | 225.00 | (6,000.00) | (6,000.00) |
| 4808 - PARK FAC. RENT - NONTAX/EXEMPT | (26,336.65) | (27,795.00) | (35,000.00) | (30,000.00) |
| 4810 - CONCESSION STANDS | (56,499.77) | (82,516.52) | (13,500.00) | (27,500.00) |
| 4811 - FIRE BOXES- TAX EXEMPT ENTITY | (252.00) | 0.00 | (500.00) | 0.00 |
| 4812 - VENDING CONCESSION COMMISSION | (17,595.81) | (11,952.36) | (13,150.00) | (13,000.00) |
| 4816 - NON-RESIDENT FEE/TOWNSHIP PYMT | (2,220.00) | 0.00 | (2,200.00) | (2,200.00) |
| 4817 - ARENA ADVERTISING | (60,787.01) | (69,374.50) | (60,000.00) | (60,000.00) |
| 4818 - OTHER RECREATION FEES | (2,762.76) | (3,637.35) | (1,500.00) | (1,500.00) |
| **CHARGES FOR SERVICES** | **(4,129,796.08)** | **(5,425,467.91)** | **(4,813,350.00)** | **(5,236,8** |

# GENERAL FUND DETAIL

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 4821 - FINES & FORFEITS | (9,271.31) | (36,892.90) | (200.00) | (200.00) |
| 4822 - FINES & FORFEITURES - TO COUNTY | 0.00 | (290,322.32) | 0.00 | (325,000.00) |
| **FINES & FORFEITS** | **(9,271.31)** | **(327,215.22)** | **(200.00)** | **(325,200.00)** |
| 4833 - INTEREST | (253,301.07) | (566,465.74) | (325,000.00) | (475,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 1,030,217.02 | (462,573.00) | 0.00 | 0.00 |
| 4841,4964 - LEASE RENT/REVENUE | (30,966.27) | (44,806.25) | 0.00 | 0.00 |
| 4843 - COMMISSIONS | (600.00) | (1,650.00) | 0.00 | 0.00 |
| 4845 - CONTRIBUTIONS/DONATIONS | (28,942.30) | (29,721.00) | (25,000.00) | (38,000.00) |
| 4530 - ANTENNA RENTAL | (350.00) | (598.36) | (10,700.00) | (600.00) |
| 4850 - MISCELLANEOUS | (207,968.09) | (403,341.54) | (18,500.00) | (23,500.00) |
| 4853 - INSURANCE REIMBURSEMENT | 0.00 | (3,544.51) | 0.00 | 0.00 |
| 4855 - SALE OF ASSETS | (984.69) | (2,415.98) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **507,104.60** | **(1,515,116.38)** | **(379,200.00)** | **(537,100.00)** |
| **REVENUES** | **(34,830,524.93)** | **(40,100,495.40)** | **(36,247,000.00)** | **(38,803,300.00)** |
| **EXPENDITURES:** | | | | |
| 6002 - WAGES | 13,731,070.62 | 13,936,844.03 | 15,669,100.00 | 16,991,100.00 |
| 6005 - OVERTIME-FT | 497,126.13 | 538,406.25 | 502,600.00 | 780,500.00 |
| 6010 - PREMIUM PAY | 5,201.49 | 2,455.50 | 12,000.00 | 12,000.00 |
| 6015 - WAGES - PART TIME/TEMP | 1,649,540.87 | 1,773,835.36 | 1,934,600.00 | 1,750,000.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 24,264.98 | 39,587.22 | 29,300.00 | 29,300.00 |
| **WAGES** | **15,907,204.09** | **16,291,128.36** | **18,147,600.00** | **19,562,900.00** |
| 6122 - PERA | 1,704,333.24 | 1,730,244.09 | 1,954,000.00 | 2,269,600.00 |
| 6124 - FICA | 738,348.99 | 764,459.52 | 912,300.00 | 948,800.00 |
| 6135 - HEALTH | 1,813,895.60 | 1,699,945.16 | 2,350,400.00 | 2,721,900.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 82,619.29 | 80,537.65 | 92,000.00 | 92,200.00 |
| 6140 - LIFE/LTD | 37,043.35 | 37,879.87 | 43,900.00 | 46,400.00 |
| 6145 - DENTAL | 71,945.07 | 65,759.85 | 92,000.00 | 92,200.00 |
| 6160 - UNEMPLOYMENT | 2,417.19 | 0.00 | 0.00 | 0.00 |
| 6170 - WORKERS COMPENSATION | 775,762.13 | 816,980.60 | 953,400.00 | 978,800.00 |
| 6180 - COMPENSATED ABSENCES | 206,755.91 | 444,066.27 | 291,700.00 | 313,700.00 |
| 6186 - PENSION EXPENSE | 270,342.00 | 23,631.00 | 90,000.00 | 90,000.00 |
| **BENEFITS** | **5,703,462.77** | **5,663,504.01** | **6,779,700.00** | **7,553,600.00** |
| **WAGES & BENEFITS** | **21,610,666.86** | **21,954,632.37** | **24,927,300.00** | **27,116,500.00** |
| 6202 - SUPPLIES | 510,859.61 | 580,254.73 | 604,600.00 | 664,930.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 12,724.44 | 9,432.91 | 0.00 | 31,500.00 |
| 6212 - UNIFORMS/CLOTHING | 120,254.56 | 163,797.21 | 108,500.00 | 135,100.00 |
| 6213 - MEETINGS | 12,197.23 | 12,688.11 | 12,250.00 | 15,200.00 |
| 6215 - MATERIALS | 210,057.65 | 178,986.06 | 238,000.00 | 238,100.00 |
| 6222 - FUEL | 306,932.48 | 261,376.56 | 289,100.00 | 289,100.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 306,153.09 | 365,855.46 | 286,500.00 | 289,100.00 |
| 6250 - MERCHANDISE FOR RESALE | 31,203.37 | 36,540.72 | 2,000.00 | 2,000.00 |
| 6280 - TASK FORCE BUYS | 62.16 | 0.00 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 100,657.63 | 475,880.30 | 188,300.00 | 543,400.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 40,259.44 | 128,628.08 | 30,000.00 | 60,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 352,088.18 | 396,452.79 | 308,400.00 | 338,000.00 |
| 6322 - PAVEMENT PRESERVATION | 575,470.01 | 559,774.26 | 609,000.00 | 613,000.00 |

# GENERAL FUND DETAIL

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 6326 - CLEANING SERVICES | 154,358.49 | 130,548.07 | 147,800.00 | 159,000.00 |
| 6327 - PROFESSIONAL SERVICES | 1,070,038.90 | 1,417,625.86 | 1,032,100.00 | 1,159,300.00 |
| 6332 - POSTAGE | 26,972.76 | 37,269.51 | 29,000.00 | 29,500.00 |
| 6334 - TELEPHONE | 92,282.17 | 88,784.65 | 91,300.00 | 93,200.00 |
| 6336 - PRINTING/PUBLISHING | 99,556.54 | 91,138.37 | 91,300.00 | 97,600.00 |
| 6338 - ADVERTISING | 5,223.40 | 4,239.14 | 7,200.00 | 7,200.00 |
| 6339 - CABLE/INTERNET | 26,760.91 | 30,519.25 | 23,110.00 | 30,140.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 388,000.00 | 388,000.00 | 388,000.00 | 359,900.00 |
| 6362 - ELECTRIC | 862,516.20 | 807,050.86 | 696,700.00 | 766,600.00 |
| 6364 - WATER | 66,025.22 | 75,703.61 | 57,400.00 | 63,100.00 |
| 6365 - GAS | 295,183.03 | 235,604.74 | 214,300.00 | 235,800.00 |
| 6366 - SEWER | 23,743.37 | 25,381.46 | 20,150.00 | 21,300.00 |
| 6367 - REFUSE | 85,916.15 | 16,675.87 | 14,500.00 | 15,000.00 |
| 6368 - STORM | 38,880.25 | 37,573.83 | 37,150.00 | 37,900.00 |
| 6410 - SOFTWARE | 575,008.52 | 671,714.06 | 938,500.00 | 823,280.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 591,699.96 | 595,000.20 | 634,500.00 | 634,700.00 |
| 6420 - EQUIPMENT LEASES | 3,030.05 | 2,458.18 | 52,900.00 | 58,600.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 1,328,800.08 | 1,364,700.00 | 1,579,300.00 | 1,699,300.00 |
| 6430 - BUILDING RENT (IS FUND) | 1,158,299.88 | 1,185,499.92 | 1,353,200.00 | 1,378,200.00 |
| 6435 - OTHER RENT | 17,685.65 | 17,303.78 | 19,800.00 | 21,900.00 |
| 6440 - PARK RENT (IS FUND) | 606,000.00 | 635,900.04 | 659,100.00 | 669,100.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 212,982.01 | 234,362.38 | 234,400.00 | 236,500.00 |
| 6476 - MILEAGE | 0.00 | 39.43 | 4,900.00 | 4,900.00 |
| 6480 - DUES | 180,766.18 | 180,732.68 | 187,500.00 | 191,400.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 7,675.07 | 3,800.84 | 10,200.00 | 6,750.00 |
| 6471 - WELLNESS PROGRAM | 6,842.70 | 8,925.24 | 12,000.00 | 12,000.00 |
| **SUPPLIES AND SERVICES** | **10,503,167.34** | **11,456,219.16** | **11,212,960.00** | **12,031,600.00** |
| 6610 - AWARDS & DAMAGES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6620 - PROPERTY TAX/SPECIAL ASSESS | 0.00 | 25,604.24 | 0.00 | 0.00 |
| 6630 - PAYMENT TO FIRE RELIEF | 349,309.81 | 393,069.29 | 345,000.00 | 0.00 |
| 6640 - DESIGNATED MISCELLANEOUS | 4,279.98 | 5,741.86 | 100,000.00 | 50,000.00 |
| 6645 - SERVICE AWARDS | 4,572.83 | 5,177.89 | 5,000.00 | 5,000.00 |
| 6650 - CREDIT CARD FEES | 240,585.17 | 270,568.83 | 227,100.00 | 231,900.00 |
| 6660 - BANK FEES- NSF FEE | 264.50 | 58.96 | 0.00 | 100.00 |
| 6661 - CASH SHORT | 7,989.56 | 66.65 | 0.00 | 0.00 |
| 6670 - RECREATION SCHOLARSHIPS | 619.00 | 1,184.50 | 1,000.00 | 1,200.00 |
| 6681 - CONTINGENCY | 0.00 | 0.00 | 240,000.00 | 75,000.00 |
| **MISCELLANEOUS EXPENSE** | **607,620.85** | **701,472.22** | **918,100.00** | **363,200.00** |
| 6720 - ROW/EASEMENTS | 0.00 | 5,661.84 | 0.00 | 0.00 |
| 6730 - BUILDINGS | 0.00 | 13,844.00 | 0.00 | 0.00 |
| 6740 - EQUIPMENT | 37,911.06 | 247,844.82 | 0.00 | 168,000.00 |
| 6745 - SOFTWARE | 0.00 | 29,297.41 | 0.00 | 0.00 |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 0.00 | 0.00 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **37,911.06** | **296,648.07** | **0.00** | **168,000.00** |
| 6835 - LEASE INTEREST PAYMENT | 8,395.40 | 7,816.94 | 0.00 | 0.00 |
| 6836 - SBITA INTEREST PAYMENT | 0.00 | 862.91 | 0.00 | 0.00 |
| 6830 - CAPITAL LEASE PAYMENT | 35,699.60 | 41,244.01 | 0.00 | 0.00 |

# GENERAL FUND DETAIL

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 6831 - SBITA PRINICPAL PAYMENT | 0.00 | 14,857.31 | 0.00 | 0.00 |
| **DEBT SERVICE** | **44,095.00** | **64,781.17** | **0.00** | **0.00** |
| **EXPENDITURES** | **32,803,461.11** | **34,473,752.99** | **37,058,360.00** | **39,679,300.00** |
| **OTHER FINANCING:** | | | | |
| 8010 - TRANSFER IN FROM GENERAL FUND | (400,000.00) | (400,000.00) | 0.00 | 0.00 |
| 8013 - TRANSFER IN FROM ENTERPR FUND | 0.00 | 0.00 | (400,000.00) | (400,000.00) |
| 8015 - TRANSFER IN FROM IS FUND | 0.00 | 0.00 | 0.00 | (350,000.00) |
| 8018 - TRANSFER IN FROM SPEC REV FUND | 0.00 | 0.00 | (211,360.00) | (126,000.00) |
| **TRANSFERS IN** | **(400,000.00)** | **(400,000.00)** | **(611,360.00)** | **(876,000.00)** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 226,000.00 | 0.00 | 0.00 | 0.00 |
| 8054 - TRANSFER OUT TO DEBT FUNDS | 0.00 | 348,650.00 | 0.00 | 0.00 |
| 8056 - TRANSFER OUT TO CAPITAL FUNDS | 0.00 | 3,700,000.00 | 0.00 | 0.00 |
| 8057 - TRANSFER OUT TO IS FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| **TRANSERS OUT** | **226,000.00** | **4,048,650.00** | **0.00** | **0.00** |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **0.00** | **0.00** | **0.00** | **0.00** |
| 4962 - CAPITAL LEASE ISSUED | (26,242.11) | (11,794.77) | 0.00 | 0.00 |
| 4966 - SBITA ISSUED | 0.00 | (29,297.41) | 0.00 | 0.00 |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **(26,242.11)** | **(41,092.18)** | **0.00** | **0.00** |
| **OTHER FINANCING** | **(200,242.11)** | **3,607,557.82** | **(611,360.00)** | **(876,000.00)** |
| **Total 01000 - GENERAL FUND** | **(2,227,305.93)** | **(2,019,184.59)** | **200,000.00** | **0.00** |

# GENERAL FUND EXPENDITURES BY DIVISION

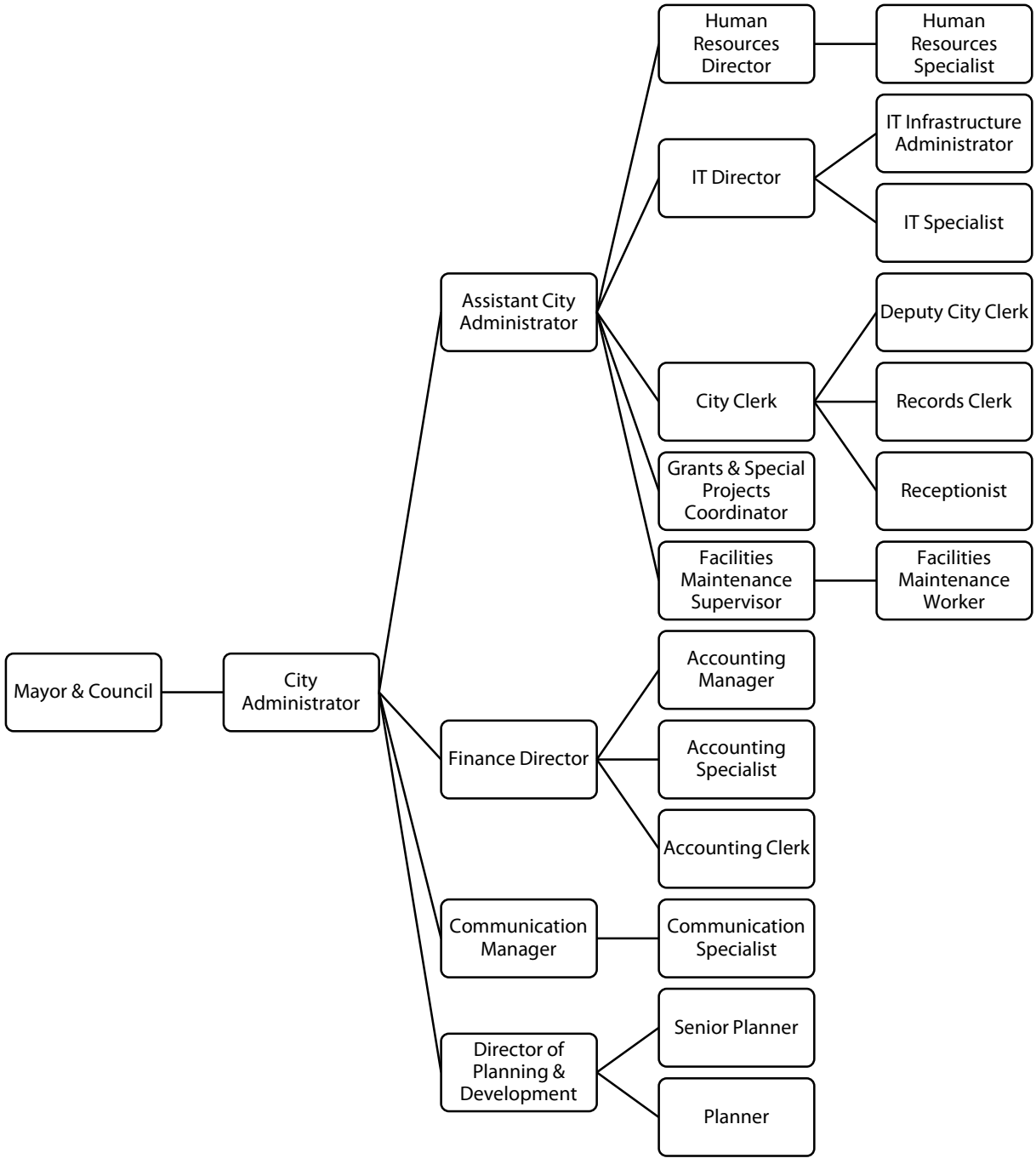
| Division | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **01000 - GENERAL FUND** | | | | |
| 00 - N/A | 0.00 | 133.16 | 0.00 | 0.00 |
| 11 - MAYOR & COUNCIL | 181,814.94 | 175,970.93 | 208,000.00 | 205,900.00 |
| 12 - ADMINISTRATION | 2,223,974.86 | 2,322,234.58 | 2,770,200.00 | 2,726,280.00 |
| 13 - CITY CLERK | 466,211.15 | 514,431.68 | 567,500.00 | 480,700.00 |
| 15 - FINANCE | 1,002,105.77 | 1,063,151.88 | 1,255,200.00 | 1,166,950.00 |
| 17 - PLANNING & DEVELOPMENT | 584,790.51 | 587,877.61 | 731,900.00 | 765,540.00 |
| 18 - FACILITIES | 698,230.56 | 670,731.96 | 693,650.00 | 694,300.00 |
| 31 - POLICE DEPARTMENT | 10,342,129.59 | 11,019,755.20 | 11,477,300.00 | 12,973,990.00 |
| 32 - FIRE | 3,441,691.57 | 3,662,338.66 | 3,731,100.00 | 4,448,100.00 |
| 33 - BUILDING INSPECTIONS | 1,501,093.82 | 1,774,234.20 | 1,811,400.00 | 2,132,100.00 |
| 41 - ENGINEERING | 1,176,956.32 | 1,204,737.07 | 1,490,850.00 | 1,430,500.00 |
| 42 - STREET MAINTENANCE | 2,715,430.83 | 2,591,333.03 | 2,808,200.00 | 2,846,050.00 |
| 44 - FLEET | 498,849.84 | 469,800.21 | 558,200.00 | 607,800.00 |
| 46 - PARK MAINTENANCE | 3,093,563.09 | 3,279,144.71 | 3,403,200.00 | 3,514,200.00 |
| 67 - RECREATION | 4,869,338.28 | 5,095,251.08 | 5,208,560.00 | 5,558,990.00 |
| 91 - UNALLOCATED | 7,279.98 | 42,627.03 | 343,100.00 | 127,900.00 |
| **Total 01000 - GENERAL FUND** | **32,803,461.11** | **34,473,752.99** | **37,058,360.00** | **39,679,300.00** |

BLANK

## General Fund: General Government

The General Government division comprises 15.2% of the General Fund Expenditures. It includes the following divisions:

- Mayor and Council
- Administration
- Clerk
- Finance
- Planning & Development
- Facilities



## Division: Mayor & Council
## Category: General Government

**Description of Services:**

As the elected policy-making body for the City of Shakopee, the Mayor and City Council are here for you, the residents of Shakopee. The Mayor and City Council are regularly asked to make difficult decisions based on information and recommendations provided to them by staff, as well as input from the community. The job is not always easy, but they are public servants who accept the responsibility to do all they can to make Shakopee a great place to live, work, and play.

Shakopee's Mayor and City Council are responsible for adopting ordinances, setting policy, adopting budgets, and reviewing certain projects, as well as providing oversight to the administration. They typically meet as a group on the first and third Tuesdays of every month, but due to the nature of city business, they may be called in for special meetings or workshops. In addition to regular meetings as a governing body, each member is assigned additional committees to serve on, which helps them maintain relationships with community, regional, state-wide and national-level groups to ensure that Shakopee's voice is heard.

The Mayor and City Council members are elected for staggered four-year terms. The Mayor serves as chief executive officer of the city and chairman of the City Council. The Mayor and City Council attend many events throughout the year as ambassadors of the city, and each member has an equal voice and vote on city matters.

**Members:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Mayor | 1 | 1 | 1 | 1 |
| Council | 4 | 4 | 4 | 4 |
| **Total** | **5** | **5** | **5** | **5** |

**Accomplishments:**

- ✓ Keep tax rates low with the expanding community.

**Goals/Challenges:**

- Improve efficiency, stay atop of issues and changes at the state and federal level, and ensure that Shakopee's voice is heard on important issues.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Council Meetings & Work Sessions | 26 | 25 | 26 | 25 |

# Division: 11- MAYOR & COUNCIL

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **11 - MAYOR & COUNCIL** | | | | |
| 6002 - WAGES | 48,849.89 | 58,461.69 | 57,500.00 | 57,500.00 |
| 6015 - WAGES - PART TIME/TEMP | 6,614.36 | 6,964.50 | 17,500.00 | 17,500.00 |
| **WAGES** | **55,464.25** | **65,426.19** | **75,000.00** | **75,000.00** |
| 6122 - PERA | 2,442.67 | 2,797.13 | 4,300.00 | 4,300.00 |
| 6124 - FICA | 4,194.70 | 5,011.80 | 5,800.00 | 5,800.00 |
| 6170 - WORKERS COMPENSATION | 215.10 | 260.82 | 300.00 | 300.00 |
| **BENEFITS** | **6,852.47** | **8,069.75** | **10,400.00** | **10,400.00** |
| **WAGES & BENEFITS** | **62,316.72** | **73,495.94** | **85,400.00** | **85,400.00** |
| 6202 - SUPPLIES | 106.62 | 647.00 | 200.00 | 300.00 |
| 6212 - UNIFORMS/CLOTHING | 0.00 | 0.00 | 500.00 | 500.00 |
| 6213 - MEETINGS | 194.29 | 18.76 | 200.00 | 200.00 |
| 6310 - ATTORNEY | 8,603.75 | 9,357.75 | 16,000.00 | 16,000.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6336 - PRINTING/PUBLISHING | 0.00 | 0.00 | 100.00 | 0.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 300.00 | 200.00 | 200.00 | 200.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 3,999.96 | 3,800.04 | 2,700.00 | 1,500.00 |
| 6430 - BUILDING RENT (IS FUND) | 21,600.00 | 22,100.04 | 20,900.00 | 20,000.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 2,920.60 | 939.40 | 1,600.00 | 1,600.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 200.00 | 200.00 |
| 6480 - DUES | 81,773.00 | 65,412.00 | 80,000.00 | 80,000.00 |
| **SUPPLIES AND SERVICES** | **119,498.22** | **102,474.99** | **122,600.00** | **120,500.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 11 - MAYOR & COUNCIL** | **181,814.94** | **175,970.93** | **208,000.00** | **205,900.00** |

## Division: Administration
## Category: General Government

**Description of Services:**

The Department of Administration is responsible for the direction and coordination of all city departments in carrying out the policies established by the City Council, preparation of the annual budget, and recommendations to the council regarding existing and new policies and programs. The department is also responsible for all personnel matters, including payroll and benefits administration; communications activities, such as the city's website and newsletter; telecommunications functions, including operation of the Government Access Channel; information technology (IT) which takes care of the various individual and organizational devices and infrastructure.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| City Administrator | 1 | 1 | 1 | 1 |
| Assistant City Administrator | 1 | 1 | 1 | 1 |
| Grants & Special Projects Coordinator | 1 | 1 | 1 | 1 |
| Human Resources Director | 1 | 1 | 1 | 1 |
| Human Resources Specialist | 2 | 2 | 3 | 3 |
| Communications Manager | 1 | 1 | 1 | 1 |
| Communications Specialist | 2 | 2 | 2 | 2 |
| IT Director | 1 | 1 | 1 | 1 |
| IT Infrastructure Administrator | 2 | 2 | 2 | 2 |
| IT Specialist | 2 | 2 | 2 | 2 |
| **Total** | **14** | **14** | **15** | **15** |

**Accomplishments:**

- ✓ Communications will also be crafting an updated strategic plan, which will involve taking city communications to the next level with video production, brand cohesiveness, marketing and DEI initiatives.
- ✓ Strive to provide an example of excellence in customer service throughout our organization.

**Goals/Challenges:**

- Keeping up to date on legislative changes that effect employee benefits and/or service delivery.
- Ensuring that all community members have access to important information.
- Enhancing data security on the ever-increasing number and sophistication of IT-related threats. While the bulk of city data is considered public, it is still critically important that our data and systems remain safe from outside interference.
- Continuing to provide a high level of training and education to staff on cyber security.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| New Hires (Full & Part Time, Election Judges, Seasonal) | 182 | 134 | 225 | 150 |
| Computers and Equipment Supported by IT | 956 | 963 | 970 | 975 |
| Help Desk Tickets | 2,150 | 3,949 | 4,000 | 4,250 |
| Software Apps Supported | 125 | 125 | 125 | 125 |
| Website Visits | 240,478 | 272,000 | 275,000 | 300,000 |
| Social Media Followers | 48,425 | 50,520 | 56,000 | 60,000 |
| Email Subscribers | 4,350 | 7,631 | 9,500 | 11,000 |
| Video Productions | 13 | 46 | 82 | 50 |
| Total Email Bulletin Recipients | 82,824 | 114,937 | 155,000 | 180,000 |

# Division: 12- ADMINISTRATION

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **12 - ADMINISTRATION** | | | | |
| 6002 - WAGES | 1,342,905.69 | 1,423,797.42 | 1,542,900.00 | 1,694,900.00 |
| 6005 - OVERTIME-FT | 0.00 | 351.49 | 0.00 | 0.00 |
| 6015 - WAGES - PART TIME/TEMP | 2,317.02 | 3,272.40 | 79,300.00 | 3,200.00 |
| **WAGES** | **1,345,222.71** | **1,427,421.31** | **1,622,200.00** | **1,698,100.00** |
| 6122 - PERA | 100,145.48 | 106,324.40 | 121,300.00 | 127,100.00 |
| 6124 - FICA | 96,853.90 | 102,040.78 | 124,100.00 | 130,000.00 |
| 6135 - HEALTH | 143,098.46 | 131,545.62 | 186,100.00 | 190,100.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 7,370.19 | 6,951.00 | 8,100.00 | 8,100.00 |
| 6140 - LIFE/LTD | 3,475.75 | 3,604.88 | 4,300.00 | 4,400.00 |
| 6145 - DENTAL | 6,132.00 | 6,463.80 | 8,100.00 | 8,100.00 |
| 6170 - WORKERS COMPENSATION | 9,778.11 | 10,655.13 | 12,800.00 | 12,700.00 |
| 6180 - COMPENSATED ABSENCES | 35,208.03 | 7,320.74 | 29,200.00 | 30,500.00 |
| 6186 - PENSION EXPENSE | 12,749.00 | 248.00 | 0.00 | 0.00 |
| **BENEFITS** | **414,810.92** | **375,154.35** | **494,000.00** | **511,000.00** |
| **WAGES & BENEFITS** | **1,760,033.63** | **1,802,575.66** | **2,116,200.00** | **2,209,100.00** |
| 6202 - SUPPLIES | 7,550.34 | 11,309.31 | 4,500.00 | 4,500.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 1,023.99 | 0.00 | 0.00 |
| 6212 - UNIFORMS/CLOTHING | 359.99 | 539.00 | 0.00 | 0.00 |
| 6213 - MEETINGS | 1,804.47 | 1,523.23 | 2,200.00 | 2,200.00 |
| 6222 - FUEL | 641.05 | 447.43 | 700.00 | 600.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 929.79 | 178.21 | 7,600.00 | 7,600.00 |
| 6310 - ATTORNEY | 57,809.88 | 62,756.26 | 37,000.00 | 42,000.00 |
| 6327 - PROFESSIONAL SERVICES | 103,592.14 | 104,060.00 | 72,000.00 | 77,000.00 |
| 6332 - POSTAGE | 7,832.70 | 9,240.13 | 11,800.00 | 11,800.00 |
| 6334 - TELEPHONE | 6,907.99 | 6,974.82 | 9,000.00 | 9,000.00 |
| 6336 - PRINTING/PUBLISHING | 28,053.17 | 30,819.35 | 37,000.00 | 37,000.00 |
| 6338 - ADVERTISING | 50.00 | 57.24 | 1,200.00 | 1,200.00 |
| 6339 - CABLE/INTERNET | 760.28 | 264.59 | 400.00 | 400.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 7,900.00 | 7,100.00 | 7,100.00 | 6,000.00 |
| 6367 - REFUSE | 0.00 | 0.00 | 12,000.00 | 12,000.00 |
| 6410 - SOFTWARE | 85,967.04 | 99,696.66 | 255,100.00 | 114,680.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 49,200.00 | 52,700.04 | 63,800.00 | 58,000.00 |
| 6420 - EQUIPMENT LEASES | 121.85 | 152.70 | 0.00 | 0.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 5,700.00 | 5,300.04 | 5,500.00 | 4,000.00 |
| 6430 - BUILDING RENT (IS FUND) | 56,199.96 | 57,400.08 | 58,000.00 | 60,100.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 24,132.12 | 30,907.00 | 44,000.00 | 44,000.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 2,000.00 | 2,000.00 |
| 6480 - DUES | 7,010.00 | 22,063.77 | 5,900.00 | 5,900.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 0.00 | 300.08 | 200.00 | 200.00 |
| 6471 - WELLNESS PROGRAM | 6,842.70 | 8,925.24 | 12,000.00 | 12,000.00 |
| **SUPPLIES AND SERVICES** | **459,365.47** | **513,739.17** | **649,000.00** | **512,180.00** |
| 6640 - DESIGNATED MISCELLANEOUS | 0.00 | 741.86 | 0.00 | 0.00 |
| 6645 - SERVICE AWARDS | 4,572.83 | 5,177.89 | 5,000.00 | 5,000.00 |
| 6661 - CASH SHORT | 2.93 | 0.00 | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **4,575.76** | **5,919.75** | **5,000.00** | **5,000.00** |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 12 - ADMINISTRATION** | **2,223,974.86** | **2,322,234.58** | **2,770,200.00** | **2,726,280.00** |

## Division: City Clerk
## Category: General Government

**Description of Services:**

A primary objective of the city is to provide excellent customer service to you, our community members, and to work as efficiently as possible with your tax dollars. The City Clerk's office is a major player for both objectives, as it serves as an informational hub throughout the city. From the moment you enter or otherwise contact City Hall, you will be greeted by a member of the City Clerk's division. All staff are ready to help get you where you need to go, and are passionate about providing top-notch customer service. Whether you need business licensing, have a records request, or just aren't quite sure who to contact about a particular issue, our staff are here to help guide you through the process. City clerk's office is also responsible for maintaining official city records by scanning, filing, and managing the documents in our electronic repository. Finally, the City Clerk's office is responsible for administering elections in the City of Shakopee. They recruit, hire, and train our election judges; maintain and test election equipment; and provide exceptional customer service to our citizens on Election Day.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| City Clerk | 1 | 1 | 1 | 1 |
| Deputy City Clerk | 1 | 1 | 1 | 1 |
| Administrative Assistant | 0.5 | 0.5 | 0.5 | 0.5 |
| Records Clerk | 1 | 1 | 1 | 1 |
| **Total** | **3.5** | **3.5** | **3.5** | **3.5** |

**Accomplishments:**

- ✓ 2024 elections included coordinating three separate elections – the Presidential Nominating Primary, the State Primary, and the General Election.
- ✓ Strive to provide an example of excellence in customer service throughout our organization.

**Goals/Challenges:**

- Improving the agenda management program to bring efficiency and accessibility to public meeting documents
- Improve internal operations and processes, with the hope that it continues to provide for a better experience for both our internal and external customers.
- Implementing several legislative changes (longer hours, additional days, longer direct balloting, etc.) in hopes of making the voting process more accessible for community members to participate.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of licenses issued | 280 | 228 | 250 | 265 |
| Registered Voters | 26,427 | 25,745 | 27,366 | 0 |
| Voter Turnout | 16,528 | 1,592 | 24,000 | 0 |
| Election Judges | 116 | 73 | 145 | 0 |
| Clerk Team Documents Scanned | 3,890 | 3,113 | 4,500 | 5,000 |
| Clerk Team Total Pages Scanned | 54,581 | 37,709 | 43,000 | 45,000 |
| Other Department Documents Scanned | 94,281 | 146,787 | 55,000 | 60,000 |
| Other Departments Total Pages Scanned | 186,121 | 529,157 | 159,125 | 175,000 |

# Division: 13- CITY CLERK

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **13 - CITY CLERK** | | | | |
| 6002 - WAGES | 249,300.29 | 253,723.68 | 260,400.00 | 272,600.00 |
| 6005 - OVERTIME-FT | 3,491.06 | 105.00 | 0.00 | 0.00 |
| 6015 - WAGES - PART TIME/TEMP | 60,996.69 | 40,604.48 | 134,000.00 | 34,400.00 |
| **WAGES** | **313,788.04** | **294,433.16** | **394,400.00** | **307,000.00** |
| 6122 - PERA | 19,675.99 | 20,487.00 | 22,000.00 | 23,000.00 |
| 6124 - FICA | 20,147.40 | 20,203.73 | 30,200.00 | 23,500.00 |
| 6135 - HEALTH | 27,955.19 | 27,842.16 | 33,300.00 | 38,300.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 1,626.47 | 1,620.00 | 1,600.00 | 1,600.00 |
| 6140 - LIFE/LTD | 683.83 | 700.37 | 800.00 | 800.00 |
| 6145 - DENTAL | 1,014.04 | 957.60 | 1,600.00 | 1,600.00 |
| 6170 - WORKERS COMPENSATION | 2,316.20 | 1,962.41 | 2,700.00 | 2,000.00 |
| 6180 - COMPENSATED ABSENCES | 3,708.47 | (2,012.68) | 4,700.00 | 4,900.00 |
| **BENEFITS** | **77,127.59** | **71,760.59** | **96,900.00** | **95,700.00** |
| **WAGES & BENEFITS** | **390,915.63** | **366,193.75** | **491,300.00** | **402,700.00** |
| 6202 - SUPPLIES | 4,214.98 | 4,905.32 | 3,300.00 | 3,300.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 1,122.69 | 0.00 | 0.00 |
| 6213 - MEETINGS | 3,102.14 | 1,730.66 | 4,000.00 | 4,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 939.57 | 0.00 | 300.00 | 300.00 |
| 6310 - ATTORNEY | 834.00 | 2,358.00 | 1,800.00 | 1,800.00 |
| 6327 - PROFESSIONAL SERVICES | 1,227.48 | 3,374.72 | 1,300.00 | 1,300.00 |
| 6332 - POSTAGE | 422.10 | 10,698.86 | 400.00 | 400.00 |
| 6334 - TELEPHONE | 55.67 | 49.39 | 100.00 | 100.00 |
| 6336 - PRINTING/PUBLISHING | 5,537.96 | 3,778.54 | 3,300.00 | 3,300.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 1,700.00 | 1,400.00 | 1,500.00 | 1,300.00 |
| 6410 - SOFTWARE | 22,487.61 | 20,202.08 | 25,700.00 | 21,300.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 14,300.04 | 15,800.04 | 15,300.00 | 22,200.00 |
| 6420 - EQUIPMENT LEASES | 89.58 | 146.18 | 100.00 | 100.00 |
| 6430 - BUILDING RENT (IS FUND) | 15,200.04 | 15,399.96 | 14,500.00 | 14,000.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 4,631.39 | 5,107.74 | 3,800.00 | 3,800.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 200.00 | 200.00 |
| 6480 - DUES | 552.96 | 610.00 | 600.00 | 600.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **75,295.52** | **86,684.18** | **76,200.00** | **78,000.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 0.00 | 61,553.75 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **61,553.75** | **0.00** | **0.00** |
| **Total 13 - CITY CLERK** | **466,211.15** | **514,431.68** | **567,500.00** | **480,700.00** |

**Division: Finance**
**Category: General Government**

**Description of Services:**

The major activities of the Finance Department encompass accounts payable, cash and investment management, accounts receivable, financial reports, special assessments, debt service management and oversight, insurance, annual financial report, budget preparation, and long-term financial planning. As the economic development of the area continues to expand, the coordination of the potential projects, requests for business subsidies, review and impact of tax increment financing and tax abatements also flow through this department. Finance is responsible for the oversight and review of the Internal Service funds which allows for a consistent funding source to meet the needs of a growing staff and community.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Finance Director | 1 | 1 | 1 | 1 |
| Accounting Manager | 1 | 1 | 1 | 1 |
| Accounting Specialist | 0 | 1 | 1 | 1 |
| Accounting Clerk | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 0 | 0 | 0 |
| **Total** | **4** | **4** | **4** | **4** |

**Accomplishments:**

- ✓ Streamlined the special assessment process for delinquent bills.
- ✓ Maintained Standard & Poors city's AA+ bond rating.
- ✓ Expansion of the Capital Improvement Plan
- ✓ Creation of a long-term financial plan, providing trend analysis and General Fund long-term projections.
- ✓ Creation of a 20-year equipment replacement schedule
- ✓ Award winning financial transparency tools (Budget Board, Taxpayer Receipt), marketed through website, social media and taxpayer receipt video. In 2024, received honorable mention in the National GFOA's fiscal fluency challenge, League of MN Cities City of Excellence Award, and ICMA's Voice of the People Award in Excellence in Budget & Finance.

**Goals/Challenges:**

- Maintain fiscal stability and keep tax rates low.
- Keep up with the need of the growing community both in residential, commercial and industrial areas.
- Continue to review and analyze internal service funds to ensure long-term sustainability of the city's assets while maintaining moderate annual tax impacts.
- Review of state law changes and analyzation of their impacts on operations and finances.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Checks Issued | 3,388 | 3,532 | 3,700 | 3,700 |
| Number of ACHs Issued | 1,547 | 1,623 | 2,200 | 2,300 |
| Pcards Processed | $405,301 | 403,043 | 410,000 | 410,000 |
| Average Days to Process Invoices | 13.9 | 13.7 | 14 | 14 |
| Rate of Return on Cash/Investments | 1.46% | 2.31% | 2.75% | 3.00% |

# Division: 15- FINANCE

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **15 - FINANCE** | | | | |
| 6002 - WAGES | 369,891.42 | 395,948.06 | 424,800.00 | 438,200.00 |
| 6005 - OVERTIME-FT | 0.00 | 0.00 | 800.00 | 800.00 |
| **WAGES** | **369,891.42** | **395,948.06** | **425,600.00** | **439,000.00** |
| 6122 - PERA | 29,056.56 | 30,634.25 | 31,900.00 | 32,900.00 |
| 6124 - FICA | 27,750.87 | 29,425.41 | 32,600.00 | 33,600.00 |
| 6135 - HEALTH | 53,932.32 | 53,954.52 | 64,700.00 | 74,600.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 2,160.00 | 2,160.00 | 2,200.00 | 2,200.00 |
| 6140 - LIFE/LTD | 1,013.88 | 1,043.38 | 1,100.00 | 1,100.00 |
| 6145 - DENTAL | 2,016.00 | 1,915.20 | 2,200.00 | 2,200.00 |
| 6170 - WORKERS COMPENSATION | 2,436.18 | 2,636.67 | 2,900.00 | 2,800.00 |
| 6180 - COMPENSATED ABSENCES | 4,753.07 | 12,163.28 | 7,700.00 | 7,900.00 |
| **BENEFITS** | **123,118.88** | **133,932.71** | **145,300.00** | **157,300.00** |
| **WAGES & BENEFITS** | **493,010.30** | **529,880.77** | **570,900.00** | **596,300.00** |
| 6202 - SUPPLIES | 888.94 | 1,521.62 | 2,100.00 | 2,000.00 |
| 6213 - MEETINGS | 439.20 | 0.00 | 0.00 | 0.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 1,137.50 | 1,701.50 | 1,100.00 | 1,200.00 |
| 6327 - PROFESSIONAL SERVICES | 368,903.30 | 387,862.74 | 396,600.00 | 414,900.00 |
| 6332 - POSTAGE | 2,678.22 | 2,039.85 | 2,800.00 | 2,600.00 |
| 6334 - TELEPHONE | 692.91 | 682.40 | 900.00 | 800.00 |
| 6336 - PRINTING/PUBLISHING | 2,489.53 | 3,097.96 | 2,200.00 | 2,600.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 2,500.00 | 2,300.00 | 2,300.00 | 2,000.00 |
| 6410 - SOFTWARE | 94,467.65 | 99,101.25 | 240,200.00 | 110,150.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 13,500.00 | 11,900.04 | 11,300.00 | 10,200.00 |
| 6420 - EQUIPMENT LEASES | 568.42 | 544.38 | 0.00 | 0.00 |
| 6430 - BUILDING RENT (IS FUND) | 17,300.04 | 17,700.00 | 16,600.00 | 16,000.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 4,543.04 | 4,556.91 | 7,000.00 | 7,000.00 |
| 6476 - MILEAGE | 0.00 | 39.43 | 500.00 | 500.00 |
| 6480 - DUES | (1,012.52) | 585.00 | 700.00 | 700.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **509,096.23** | **533,633.08** | **684,300.00** | **570,650.00** |
| 6650 - CREDIT CARD FEES | 0.00 | (361.97) | 0.00 | 0.00 |
| 6661 - CASH SHORT | (0.76) | 0.00 | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **(0.76)** | **(361.97)** | **0.00** | **0.00** |
| **DEBT SERVICE** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 15 - FINANCE** | **1,002,105.77** | **1,063,151.88** | **1,255,200.00** | **1,166,950.00** |

## Division: Planning & Development
## Category: General Government

**Description of Services:**

Provide efficient and inclusive planning and management for the city's ongoing development in concert with the City Council and various boards and commissions. This includes providing land use, zoning, and related information to the city's residents, businesses, city clients and other units of government. Also prepares and updates the city's Comprehensive Plan as well as other special planning studies. Provides planning and design services for the placement and improvements to the city's park system. Planning staff also serves as the liaisons to the City Council, Planning Commission, and Board of Adjustments.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Director of Planning & Development | 0.4 | 0.4 | 0.4 | 0.4 |
| Senior Planner | 3 | 3 | 3 | 3 |
| Planner | 1 | 1 | 1 | 1 |
| **Total** | **4.4** | **4.4** | **4.4** | **4.4** |

**Accomplishments:**

- ✓ The city annexed more than 260 acres south of CH 78 for the DR Horton development, Highview Park. The 600+ home subdivision now has more than 50 homes available.
- ✓ Summerland continues to grow, with Weekly Homes now building homes there along with Lennar and others.
- ✓ The Hauer Farm site Valleyview began lot development as "Arbor View" by Lennar.
- ✓ OPUS completed construction of 500,000 square feet of Business Park construction in the West End.
- ✓ Plans continue for the completion of Canterbury Southwest Development with approval of a new corporate office building. Also approved was the Trackside Development, a 10,000 square foot restaurant and event space.
- ✓ Shakopee Gravel completed an EAW for redevelopment and submitted plans for an estimated $375 million development.

**Goals/Challenges:**

- Growing community with expected 60,000 residents by 2040 with much of that growth occurring in land being annexed from Jackson Township

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Case Files | 35 | 78 | 65 | 60 |

# Division: 17- PLANNING & DEVELOPMENT

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **17 - PLANNING & DEVELOPMENT** | | | | |
| 6002 - WAGES | 376,512.26 | 370,161.07 | 466,600.00 | 481,100.00 |
| **WAGES** | **376,512.26** | **370,161.07** | **466,600.00** | **481,100.00** |
| 6122 - PERA | 29,240.29 | 28,741.51 | 35,000.00 | 36,100.00 |
| 6124 - FICA | 28,492.02 | 28,126.65 | 35,700.00 | 36,800.00 |
| 6135 - HEALTH | 39,282.37 | 32,103.36 | 69,900.00 | 80,500.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 2,240.99 | 2,016.00 | 2,700.00 | 2,700.00 |
| 6140 - LIFE/LTD | 1,059.79 | 970.41 | 1,500.00 | 1,500.00 |
| 6145 - DENTAL | 2,091.60 | 1,748.10 | 2,700.00 | 2,700.00 |
| 6170 - WORKERS COMPENSATION | 2,454.98 | 2,476.70 | 3,800.00 | 3,800.00 |
| 6180 - COMPENSATED ABSENCES | 6,459.37 | 9,405.28 | 10,200.00 | 10,500.00 |
| **BENEFITS** | **111,321.41** | **105,588.01** | **161,500.00** | **174,600.00** |
| **WAGES & BENEFITS** | **487,833.67** | **475,749.08** | **628,100.00** | **655,700.00** |
| 6202 - SUPPLIES | 1,102.23 | 1,229.00 | 1,000.00 | 1,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 19,328.50 | 24,701.79 | 11,200.00 | 12,000.00 |
| 6327 - PROFESSIONAL SERVICES | 18,053.12 | 25,258.35 | 30,600.00 | 30,600.00 |
| 6332 - POSTAGE | 2,760.33 | 1,148.16 | 1,000.00 | 1,200.00 |
| 6334 - TELEPHONE | 92.91 | 82.40 | 100.00 | 200.00 |
| 6336 - PRINTING/PUBLISHING | 4,603.44 | 4,237.15 | 4,000.00 | 2,000.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 2,200.00 | 1,900.00 | 1,900.00 | 1,600.00 |
| 6410 - SOFTWARE | 9,387.19 | 11,615.05 | 9,400.00 | 18,540.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 14,100.00 | 16,800.00 | 19,000.00 | 18,800.00 |
| 6420 - EQUIPMENT LEASES | 405.29 | 306.42 | 0.00 | 400.00 |
| 6430 - BUILDING RENT (IS FUND) | 18,999.96 | 19,400.04 | 18,200.00 | 17,600.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 3,883.87 | 3,434.22 | 4,800.00 | 4,000.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 200.00 | 100.00 |
| 6480 - DUES | 2,010.00 | 1,916.00 | 2,400.00 | 1,800.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 30.00 | 99.95 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **96,956.84** | **112,128.53** | **103,800.00** | **109,840.00** |
| **DEPRECIATION** | **0.00** | **0.00** | **0.00** | **0.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 17 - PLANNING & DEVELOPMENT** | **584,790.51** | **587,877.61** | **731,900.00** | **765,540.00** |

## Division: Facilities
## Category: General Government

**Description of Services:**

The Facilities Division budget provides for the safe and effective operation of city-owned facilities including City Hall, Police Station, Public Works, 500 Gorman Street, two Fire Stations, and the Library. Operating costs for these buildings, as well as staff time, are charged to the respective division budgets.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Facilities Maintenance Supervisor | 1 | 1 | 1 | 1 |
| Facilities Maintenance Worker | 1 | 1 | 1 | 1 |
| **Total** | **2** | **2** | **2** | **2** |

**Accomplishments:**

- ✓ Fire Station 1 renovation.

**Goals/Challenges:**

- Keep all building running smoothly as they continue to age.
- Begin implementation of asset management software to better track and forecast replacement schedules.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Square Feet of Building Maintained | 50,940 | 50,940 | 50,940 | 50,940 |

# Division: 18- FACILITIES

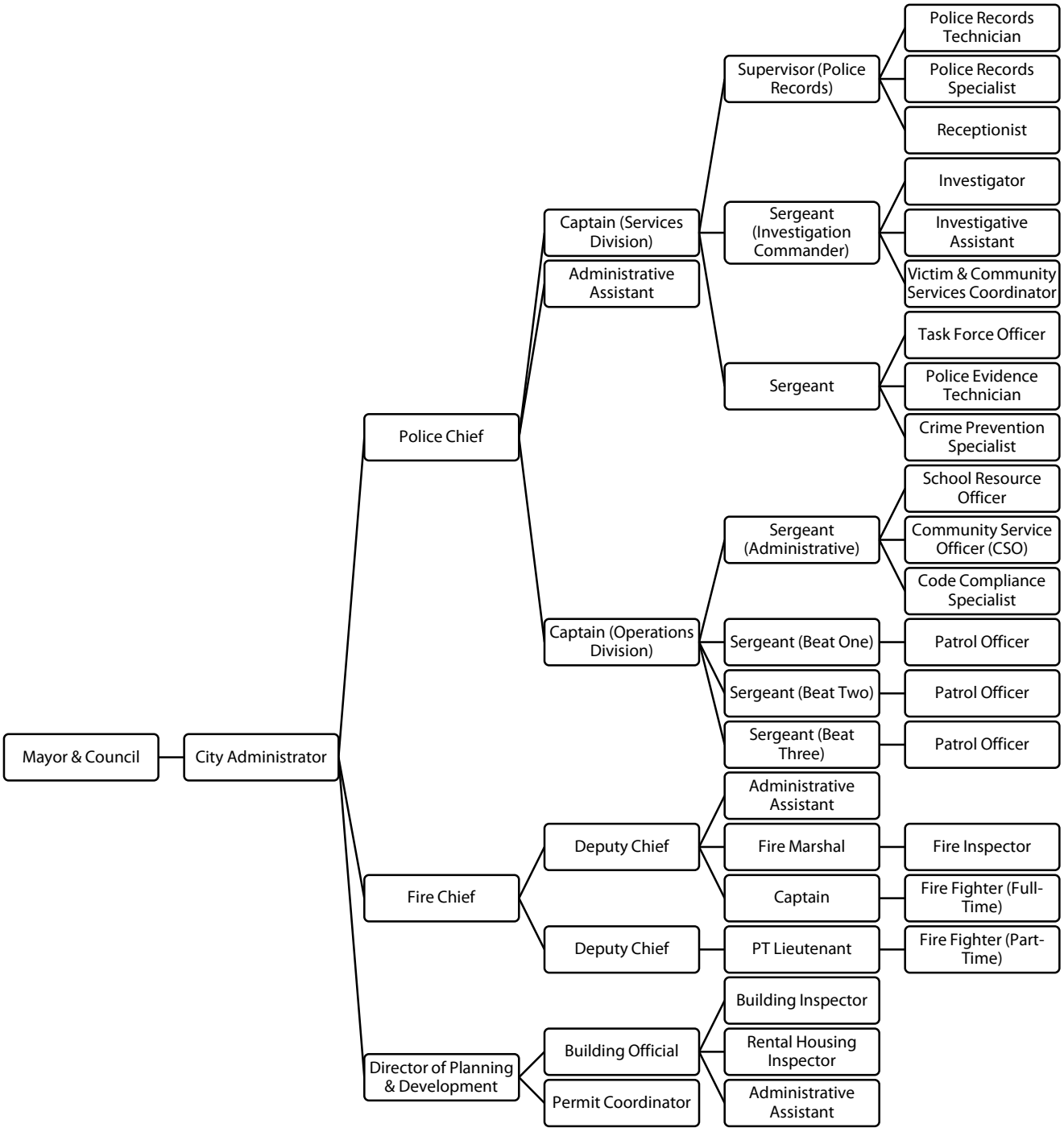
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **18 - FACILITIES** | | | | |
| 6002 - WAGES | 145,293.71 | 140,459.14 | 150,000.00 | 159,400.00 |
| 6005 - OVERTIME-FT | 2,235.64 | 1,080.34 | 1,500.00 | 1,500.00 |
| **WAGES** | **147,529.35** | **141,539.48** | **151,500.00** | **160,900.00** |
| 6122 - PERA | 11,070.85 | 10,615.48 | 11,400.00 | 12,100.00 |
| 6124 - FICA | 9,893.57 | 9,297.64 | 11,600.00 | 12,300.00 |
| 6135 - HEALTH | 26,505.01 | 37,429.84 | 45,400.00 | 45,400.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 1,084.72 | 1,103.29 | 1,100.00 | 1,100.00 |
| 6140 - LIFE/LTD | 412.98 | 414.22 | 400.00 | 400.00 |
| 6145 - DENTAL | 968.34 | 974.21 | 1,100.00 | 1,100.00 |
| 6170 - WORKERS COMPENSATION | 9,204.46 | 10,417.52 | 11,600.00 | 11,800.00 |
| 6180 - COMPENSATED ABSENCES | (805.92) | (3,600.66) | 2,700.00 | 2,900.00 |
| **BENEFITS** | **58,334.01** | **66,651.54** | **85,300.00** | **87,100.00** |
| **WAGES & BENEFITS** | **205,863.36** | **208,191.02** | **236,800.00** | **248,000.00** |
| 6202 - SUPPLIES | 15,255.96 | 2,885.62 | 8,500.00 | 8,500.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 664.05 | 0.00 | 0.00 | 0.00 |
| 6212 - UNIFORMS/CLOTHING | 1,120.35 | 953.95 | 800.00 | 800.00 |
| 6215 - MATERIALS | 0.00 | 756.83 | 0.00 | 0.00 |
| 6222 - FUEL | 2,613.17 | 1,933.61 | 2,600.00 | 2,100.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 2,094.69 | 16,342.92 | 1,800.00 | 1,800.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 161,245.25 | 129,970.78 | 137,000.00 | 112,300.00 |
| 6326 - CLEANING SERVICES | 57,434.49 | 57,954.67 | 68,500.00 | 77,100.00 |
| 6327 - PROFESSIONAL SERVICES | 677.67 | 1,449.92 | 100.00 | 500.00 |
| 6334 - TELEPHONE | 3,409.39 | 3,185.77 | 4,000.00 | 4,000.00 |
| 6336 - PRINTING/PUBLISHING | 1,195.40 | 1,569.08 | 100.00 | 100.00 |
| 6339 - CABLE/INTERNET | 0.00 | 0.00 | 0.00 | 0.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 16,200.00 | 17,200.00 | 17,200.00 | 15,700.00 |
| 6362 - ELECTRIC | 80,460.81 | 81,408.67 | 67,000.00 | 76,700.00 |
| 6364 - WATER | 256.13 | 287.36 | 200.00 | 200.00 |
| 6365 - GAS | 30,614.24 | 26,695.09 | 22,000.00 | 27,600.00 |
| 6366 - SEWER | 246.46 | 273.89 | 200.00 | 300.00 |
| 6368 - STORM | 1,319.22 | 1,287.82 | 1,350.00 | 1,300.00 |
| 6410 - SOFTWARE | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 6,399.96 | 6,099.96 | 8,700.00 | 5,800.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 14,700.00 | 15,000.00 | 17,700.00 | 15,200.00 |
| 6430 - BUILDING RENT (IS FUND) | 96,399.96 | 96,900.00 | 97,200.00 | 95,900.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 0.00 | 385.00 | 0.00 | 200.00 |
| 6480 - DUES | 60.00 | 0.00 | 200.00 | 200.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 0.00 | 0.00 | 200.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **492,367.20** | **462,540.94** | **456,850.00** | **446,300.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 18 - FACILITIES** | **698,230.56** | **670,731.96** | **693,650.00** | **694,300.00** |

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## General Fund: Public Safety

The Public Safety division comprises 49.3% of the General Fund Expenditures. It includes the following divisions:

- Police
- Fire
- Building Inspections



**Division: Police**
**Category: Public Safety**

**Description of Services:**

It is the mission of the Shakopee Police Department to provide service with integrity and professionalism, to protect citizens through enforcement of the law and to work in partnership with our community to enhance the quality of life in the City of Shakopee. The primary services of the Police Department are heavily focused on safety. This includes the prevention of crimes and hazards through education and citizen involvement; the timely response to life threatening, hazardous, suspicious, or in progress criminal activity; followed by the investigation of these events to prevent their reoccurrence, seek prosecution, and reassure the community of its safety.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Police Chief | 1 | 1 | 1 | 1 |
| Police Captain | 2 | 2 | 2 | 2 |
| Sergeant | 9 | 9 | 9 | 9 |
| Investigator | 5 | 5 | 5 | 5 |
| School Resource Officer | 3 | 3 | 3 | 3 |
| Proactive Policing Unit Officer | 2 | 2 | 2 | 2 |
| Patrol Officer | 28 | 28 | 30 | 30 |
| Police Records Supervisor | 1 | 1 | 1 | 1 |
| Police Records Technician | 2 | 2 | 2 | 2 |
| Police Records Specialist | 2 | 2 | 2 | 2 |
| Victim & Community Services Coordinator | 1 | 1 | 1 | 1 |
| Community Service Officer (CSO) | 1 | 1 | 1 | 1 |
| Police Evidence Technician | 0.5 | 0.5 | 0.5 | 0.5 |
| Crime Prevention Specialist | 1 | 1 | 1 | 1 |
| Investigative Assistant | 1 | 1 | 1 | 1 |
| Code Compliance Specialist | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| Receptionist | 1 | 1 | 1 | 1 |
| **Total** | **62.5** | **62.5** | **64.5** | **64.5** |

**Accomplishments:**

- ✓ The only Police Department in the country recognized with both the Leadership in Community Policing and Excellence in Victim Services awards from the International Association of Chiefs of Police (IACP).
- ✓ 2019 FBI National Academy Science and Innovation Award.
- ✓ 2019 League of Minnesota Cities City of Excellence Award.
- ✓ With a rapidly growing city, the year 2023 saw a decrease of 65 calls for service with a less than 1% decrease in crime while maintaining 50 sworn officers.
- ✓ Our Proactive Policing Unit continues to be instrumental in advancing complex investigations that patrol officers are not able to complete because of call response.
- ✓ In 2023, we were awarded the Law Enforcement mental health and wellness grant, one of our Detectives received the 2023 Tri-County Law Enforcement Associations Investigator of the year award, and our victim services coordinator was given the Radical Vision Award by the Sexual Violence Center.

**Goals/Challenges:**

- It's easy to say our goal is to keep people in Shakopee safe. While certainly true, our goal is also to exceed your expectation and be known as the best police department in Minnesota.
- Shakopee is home to many large entertainment venues. These attractions bring millions of people to our city every year and help make Shakopee the great city it is. That said, these attractions also add to the significant workload our department has. In 2024 we will be adding an amphitheater to the entertainment options in the city. Over 70% of people arrested are not from Shakopee.
- Recruitment and retention issues exist in policing, we have been able to adapt and maintain our authorized staffing level.
- The department conducted a deep dive into our data related to mental health related calls for service and found that our Officer's spent 1062.95 hours in 2023 on these calls. That is an average of nearly 3 mental health calls a day with 2.34 officers on scene at a time. Officers made 173 referrals to our embedded social worker.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 |
|---|---|---|---|
| Calls for Services | 22,423 | 22,358 | 22,500 |
| Crimes (FBI classified Part 1 crimes) | 775 | 657 | 650 |
| Shakopee Crime Rate (Per 100,000 people) | 4.84 | 4.43 | 4.42 |
| DWI Arrests | 164 | 257 | 300 |
| Ordinance Calls | 2,236 | 2,031 | 2150 |
| Percent of Crimes Cleared | 45% | 44% | 45% |
| Sworn Officers (budgeted) | 50 | 50 | 52 |
| Gun Permits | 479 | 341 | 425 |

# Division: 31- POLICE DEPARTMENT

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **31 - POLICE DEPARTMENT** | | | | |
| 6002 - WAGES | 5,852,566.63 | 5,975,962.85 | 6,536,000.00 | 7,079,800.00 |
| 6005 - OVERTIME-FT | 359,205.98 | 414,899.21 | 347,200.00 | 544,100.00 |
| 6010 - PREMIUM PAY | 5,201.49 | 2,455.50 | 12,000.00 | 12,000.00 |
| 6015 - WAGES - PART TIME/TEMP | 25,733.44 | 28,967.36 | 36,200.00 | 39,400.00 |
| **WAGES** | **6,242,707.54** | **6,422,284.92** | **6,931,400.00** | **7,675,300.00** |
| 6122 - PERA | 1,007,621.36 | 1,042,047.48 | 1,131,600.00 | 1,262,900.00 |
| 6124 - FICA | 131,443.22 | 135,876.37 | 157,100.00 | 168,000.00 |
| 6135 - HEALTH | 769,999.04 | 706,461.21 | 898,900.00 | 1,003,000.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 33,452.54 | 33,231.61 | 34,600.00 | 34,600.00 |
| 6140 - LIFE/LTD | 15,687.35 | 16,717.77 | 17,500.00 | 18,600.00 |
| 6145 - DENTAL | 29,938.31 | 27,246.78 | 34,600.00 | 34,600.00 |
| 6170 - WORKERS COMPENSATION | 434,972.20 | 460,965.05 | 510,400.00 | 525,400.00 |
| 6180 - COMPENSATED ABSENCES | 45,289.84 | 238,718.12 | 117,700.00 | 127,500.00 |
| 6186 - PENSION EXPENSE | 236,744.00 | 23,004.00 | 90,000.00 | 90,000.00 |
| **BENEFITS** | **2,705,147.86** | **2,684,268.39** | **2,992,400.00** | **3,264,600.00** |
| **WAGES & BENEFITS** | **8,947,855.40** | **9,106,553.31** | **9,923,800.00** | **10,939,900.00** |
| 6202 - SUPPLIES | 45,766.30 | 105,804.89 | 146,000.00 | 127,930.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 809.00 | 0.00 | 0.00 |
| 6212 - UNIFORMS/CLOTHING | 27,330.53 | 35,391.43 | 15,000.00 | 15,000.00 |
| 6213 - MEETINGS | 1,058.74 | 3,017.98 | 2,000.00 | 2,000.00 |
| 6222 - FUEL | 130,283.29 | 117,902.06 | 130,200.00 | 134,200.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 47,023.69 | 49,035.04 | 36,000.00 | 36,000.00 |
| 6250 - MERCHANDISE FOR RESALE | 719.88 | 0.00 | 0.00 | 0.00 |
| 6280 - TASK FORCE BUYS | 62.16 | 0.00 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 6,013.00 | 368,969.50 | 115,600.00 | 463,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 12,573.70 | 0.00 | 4,000.00 |
| 6326 - CLEANING SERVICES | 24,504.00 | 25,374.00 | 29,400.00 | 30,000.00 |
| 6327 - PROFESSIONAL SERVICES | 105,204.14 | 103,485.15 | 90,000.00 | 101,000.00 |
| 6332 - POSTAGE | 879.14 | 1,176.45 | 2,000.00 | 2,000.00 |
| 6334 - TELEPHONE | 35,671.89 | 35,214.40 | 35,000.00 | 36,000.00 |
| 6336 - PRINTING/PUBLISHING | 14,803.93 | 13,089.17 | 13,000.00 | 14,500.00 |
| 6338 - ADVERTISING | 1,108.00 | 0.00 | 0.00 | 0.00 |
| 6339 - CABLE/INTERNET | 6,255.92 | 7,070.08 | 4,500.00 | 7,000.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 166,800.00 | 158,300.00 | 158,300.00 | 138,100.00 |
| 6362 - ELECTRIC | 50,509.20 | 45,229.46 | 43,000.00 | 45,100.00 |
| 6364 - WATER | 4,292.09 | 5,035.76 | 3,500.00 | 4,200.00 |
| 6365 - GAS | 19,331.97 | 13,908.71 | 19,500.00 | 17,300.00 |
| 6366 - SEWER | 714.42 | 706.93 | 600.00 | 600.00 |
| 6368 - STORM | 1,090.66 | 1,064.69 | 1,100.00 | 1,100.00 |
| 6410 - SOFTWARE | 79,177.39 | 89,555.57 | 22,500.00 | 123,260.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 153,699.96 | 157,300.08 | 157,300.00 | 160,100.00 |
| 6420 - EQUIPMENT LEASES | 696.51 | 546.98 | 4,000.00 | 4,000.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 247,200.00 | 270,500.04 | 297,900.00 | 314,700.00 |
| 6430 - BUILDING RENT (IS FUND) | 121,899.96 | 121,899.96 | 121,900.00 | 118,300.00 |
| 6435 - OTHER RENT | 0.00 | 0.00 | 0.00 | 0.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 51,476.66 | 57,962.29 | 50,500.00 | 50,5[illegible]0 |

# Division: 31- POLICE DEPARTMENT

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 6476 - MILEAGE | 0.00 | 0.00 | 200.00 | 200.00 |
| 6480 - DUES | 45,608.56 | 45,815.61 | 50,200.00 | 55,000.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 5,092.20 | 1,502.54 | 4,300.00 | 4,000.00 |
| **SUPPLIES AND SERVICES** | **1,394,274.19** | **1,848,241.47** | **1,553,500.00** | **2,009,090.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 0.00 | 43,171.98 | 0.00 | 25,000.00 |
| 6745 - SOFTWARE | 0.00 | 14,140.06 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **57,312.04** | **0.00** | **25,000.00** |
| 6835 - LEASE INTEREST PAYMENT | 0.00 | 25.72 | 0.00 | 0.00 |
| 6836 - SBITA INTEREST PAYMENT | 0.00 | 464.91 | 0.00 | 0.00 |
| 6830 - CAPITAL LEASE PAYMENT | 0.00 | 88.28 | 0.00 | 0.00 |
| 6831 - SBITA PRINICPAL PAYMENT | 0.00 | 7,069.47 | 0.00 | 0.00 |
| **DEBT SERVICE** | **0.00** | **7,648.38** | **0.00** | **0.00** |
| **Total 31 - POLICE DEPARTMENT** | **10,342,129.59** | **11,019,755.20** | **11,477,300.00** | **12,973,990.00** |

**Division: Fire**
**Category: Public Safety**

**Description of Services:**

The Fire Department responds to all types of incidents, including fire, EMS, and rescue. Staff includes both full-time and part-time employees. The Department maintains two fire stations strategically located within City limits. Station 1 is in the center of the city and houses the Fire Department Administration, full-time staff, and part-time staff. Station 2 is located on the city's west side and is staffed on an on-call basis by part-time firefighters.

The Fire Department has four main divisions. The Administration Division ensures the department follows all state and federal mandates, oversees all hiring and personnel management, coordinates scheduling and payroll, develops policy, and creates and manages the annual budget. The Operations Division ensures the department is equipped and ready to respond to all fire, EMS, technical rescue, and hazmat incidents. Operations also oversees the maintenance of apparatus, equipment, facilities, and regular day-to-day operations. The Training Division ensures that department staff meet all local, state, and federal training requirements for certification and licensing as firefighters, EMTs, and other specialized disciplines. This division also evaluates new technologies and processes to ensure the department utilizes best practices during emergency operations. The Prevention Division works to reduce hazards within our community by conducting plan and site reviews of new buildings, inspecting new and existing commercial and high-risk facilities, and coordinating fire prevention and community outreach events.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Fire Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 0 | 0 | 2 | 2 |
| Assistant Chief | 1 | 1 | 0 | 0 |
| Fire Marshal | 1 | 1 | 1 | 1 |
| Battalion Chief | 0 | 3* | 0 | 0 |
| Fire Captain - Administration | 1 | 1 | 0 | 0 |
| Fire Captain | 0 | 0 | 3 | 3 |
| Fire Inspector | 0 | 0 | 0 | 1 |
| Full-time Firefighters | 4 | 4 | 6 | 6 |
| Administrative Assistant | 0 | 0 | 1 | 1 |
| **Total Full-time Staff** | **8** | **11** | **14** | **15** |
| Part-time Firefighters/Paid On Call Firefighters** | 46 | 46 | 25 | 30 |
| **Total Staff (Full-Time, Part-time and Paid on Call)** | **54** | **57** | **39** | **45** |

*Staff not hired in 2023

** Changed from Paid on call firefighters to Part time firefighters in 2024.

**Accomplishments:**

- ✓ Completed a fire department services evaluation study with CityGate Associates.
- ✓ Clarified roles and responsibilities through the reorganization of administration and officer positions.
- ✓ Transitioned from a full-time weekday and part-time overnight and weekend staffing model at Station 1 to a 24-hour full-time staffing model augmented with part-time staff to ensure consistent minimum staffing.
- ✓ Implemented the Lexipol policy software platform: A comprehensive solution for managing policies, training, and compliance to reduce legal risk, improve efficiency, enhance training, and build public trust.
- ✓ Improved focus on data-driven decision-making: Utilizing data analytics to identify trends, improve efficiency, and make informed decisions.
- ✓ Completed the Phase 1 remodel of Station 1 to improve office and functional space and provide permanent living space for 24-hour staff.

**Goals/Challenges:**

- Continue to evaluate fire station needs to meet the department's changing demands and new staffing model. Station 1 will require additional remodel phases that address safety and operational requirements and additional staff support areas. Station 2 was built when the fire department operated as an all-volunteer department, and staff responded from home. A future remodel will update the station to meet 24-hour staffing needs, including dorms, improved office space, and additional support areas.
- Develop a strategic plan to create long-term goals and strategies to guide the department.
- Identify and develop potential leaders within the department to ensure continuity of operations through anticipated retirements and future growth.
- Ensure that personnel, equipment, and resources are allocated effectively to meet the community's needs and provide adequate response times and appropriate numbers of personnel and equipment on scene.
- Update operating procedures to improve efficiency, reduce risk, enhance decision-making, and improve customer satisfaction.
- Implement effective incident command systems and procedures to ensure a coordinated and efficient response that aligns with fire service best practices.
- Explore and implement new technologies to enhance operations and provide real-time data on department performance.
- Foster a culture of continuous improvement and innovation.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Fire District Population | 48,565 | 48,999 | 49,400 | 49,850 |
| Calls for Service | 1,731 | 1,728 | 1,992 | 2,100 |
| Public Education Events | 42 | 47 | 50 | 50 |
| Plan Reviews | 391 | 516 | 340 | 350 |
| Fire Inspections | 641 | 716 | 625 | 725 |
| Training (hrs.) | 6,997 | 7,059 | 6,500 | 7,000 |

# Division: 32- FIRE

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **32 - FIRE** | | | | |
| 6002 - WAGES | 823,770.50 | 783,876.87 | 1,067,600.00 | 1,472,600.00 |
| 6005 - OVERTIME-FT | 35,790.81 | 38,507.51 | 30,500.00 | 111,500.00 |
| 6010 - PREMIUM PAY | 0.00 | 0.00 | 0.00 | 0.00 |
| 6015 - WAGES - PART TIME/TEMP | 659,537.54 | 703,874.78 | 500,300.00 | 439,200.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 0.00 | 9,208.54 | 13,500.00 | 13,500.00 |
| **WAGES** | **1,519,098.85** | **1,535,467.70** | **1,611,900.00** | **2,036,800.00** |
| 6122 - PERA | 137,444.02 | 125,371.15 | 196,800.00 | 360,500.00 |
| 6124 - FICA | 21,330.90 | 21,740.85 | 23,400.00 | 29,500.00 |
| 6135 - HEALTH | 104,589.08 | 86,004.30 | 170,700.00 | 247,500.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 4,208.41 | 3,772.13 | 7,600.00 | 7,800.00 |
| 6140 - LIFE/LTD | 2,108.39 | 1,877.62 | 3,000.00 | 4,000.00 |
| 6145 - DENTAL | 3,431.76 | 2,856.31 | 7,600.00 | 7,800.00 |
| 6160 - UNEMPLOYMENT | 712.88 | 0.00 | 0.00 | 0.00 |
| 6170 - WORKERS COMPENSATION | 103,608.54 | 111,156.06 | 138,100.00 | 157,500.00 |
| 6180 - COMPENSATED ABSENCES | 15,100.38 | 36,367.57 | 19,600.00 | 26,600.00 |
| **BENEFITS** | **392,534.36** | **389,145.99** | **566,800.00** | **841,200.00** |
| **WAGES & BENEFITS** | **1,911,633.21** | **1,924,613.69** | **2,178,700.00** | **2,878,000.00** |
| 6202 - SUPPLIES | 45,404.76 | 103,611.39 | 63,500.00 | 95,000.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 2,820.55 | 0.00 | 5,000.00 |
| 6212 - UNIFORMS/CLOTHING | 55,811.44 | 93,087.05 | 55,000.00 | 79,000.00 |
| 6213 - MEETINGS | 3,189.75 | 3,515.85 | 2,000.00 | 3,200.00 |
| 6222 - FUEL | 43,263.86 | 29,438.33 | 37,700.00 | 31,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 73,829.50 | 106,465.18 | 68,000.00 | 68,000.00 |
| 6310 - ATTORNEY | 0.00 | 490.00 | 0.00 | 500.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 7,964.62 | 14,202.29 | 500.00 | 28,000.00 |
| 6327 - PROFESSIONAL SERVICES | 27,902.13 | 33,346.43 | 9,000.00 | 33,000.00 |
| 6332 - POSTAGE | 2,193.41 | 4,441.63 | 2,000.00 | 1,800.00 |
| 6334 - TELEPHONE | 5,343.13 | 5,358.79 | 5,000.00 | 5,200.00 |
| 6336 - PRINTING/PUBLISHING | 4,761.04 | 3,138.16 | 3,000.00 | 2,800.00 |
| 6339 - CABLE/INTERNET | 10,082.52 | 9,800.86 | 9,000.00 | 9,500.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 19,900.00 | 20,800.00 | 20,900.00 | 18,700.00 |
| 6362 - ELECTRIC | 58,377.22 | 51,211.59 | 46,000.00 | 52,300.00 |
| 6364 - WATER | 3,170.78 | 3,558.86 | 2,800.00 | 3,000.00 |
| 6365 - GAS | 31,530.98 | 24,583.70 | 24,500.00 | 25,400.00 |
| 6366 - SEWER | 851.90 | 637.26 | 800.00 | 700.00 |
| 6368 - STORM | 2,154.80 | 2,103.51 | 2,000.00 | 2,100.00 |
| 6410 - SOFTWARE | 12,041.84 | 19,931.55 | 20,400.00 | 40,500.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 91,800.00 | 88,800.00 | 91,600.00 | 88,900.00 |
| 6420 - EQUIPMENT LEASES | 125.59 | 80.29 | 8,000.00 | 8,100.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 415,700.04 | 392,799.96 | 481,200.00 | 636,800.00 |
| 6430 - BUILDING RENT (IS FUND) | 131,700.00 | 140,300.04 | 145,500.00 | 148,700.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 71,002.07 | 85,765.18 | 71,500.00 | 71,500.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 500.00 | 500.00 |
| 6480 - DUES | 32,410.50 | 34,773.30 | 35,000.00 | 35,000.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 639.49 | 614.06 | 2,000.00 | 900.00 |
| **SUPPLIES AND SERVICES** | **1,151,151.37** | **1,275,675.81** | **1,207,400.00** | **1,495,1** |

# Division: 32- FIRE

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 6630 - PAYMENT TO FIRE RELIEF | 349,309.81 | 393,069.29 | 345,000.00 | 0.00 |
| 6650 - CREDIT CARD FEES | 0.07 | 0.11 | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **349,309.88** | **393,069.40** | **345,000.00** | **0.00** |
| 6740 - EQUIPMENT | 26,242.11 | 60,927.76 | 0.00 | 75,000.00 |
| **CAPITAL OUTLAY** | **26,242.11** | **60,927.76** | **0.00** | **75,000.00** |
| 6835 - LEASE INTEREST PAYMENT | 1,101.61 | 2,228.87 | 0.00 | 0.00 |
| 6830 - CAPITAL LEASE PAYMENT | 2,253.39 | 5,823.13 | 0.00 | 0.00 |
| **DEBT SERVICE** | **3,355.00** | **8,052.00** | **0.00** | **0.00** |
| **Total 32 - FIRE** | **3,441,691.57** | **3,662,338.66** | **3,731,100.00** | **4,448,100.00** |

## Division: Building Inspections
## Category: Public Safety

**Description of Services:**

Provide effective and timely review of building permit and other building related applications and inspections to the City's constituents and outside parties.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Director of Planning & Development | 0.1 | 0.1 | 0.1 | 0.1 |
| Building Official | 1 | 1 | 1 | 1 |
| Building Inspector | 4 | 4 | 4 | 5 |
| Rental Housing Inspector | 0 | 1 | 1 | 1 |
| Permit Coordinator | 2 | 2 | 2 | 2 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| **Total** | **8.1** | **9.1** | **9.1** | **10.1** |

**Accomplishments:**

- ✓ The city continues to provide enhancements to our e-permitting system and is working towards online inspection scheduling. ACH transactions are now accepted.
- ✓ Canterbury continues to be very busy for inspectors with the amphitheater, finalization of the second phase of Triple Crown and opening of a new restaurant building.
- ✓ 2024 was very busy with many single-family home inspections and a new apartment building, The Blakely at Windermere and a new Circle K across the street.,
- ✓ The rental inspector visited a number of properties across the city including single-family, townhomes and several large apartment complexes completing inspections and correction reports.

**Goals/Challenges:**

- Ensure residents are safe in their buildings while also providing great customer service with timely inspections
- Single family home production continued strong for 2024 despite interest rates

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Inspections | 15,155 | 13,895 | 17,000 | 18,000 |
| Number of Permits | 8,187 | 7,451 | 7,500 | 8,000 |
| Average Inspection/Employee | 3,031 | 1,985 | 2,300 | 2,400 |

# Division: 33- BUILDING INSPECTIONS

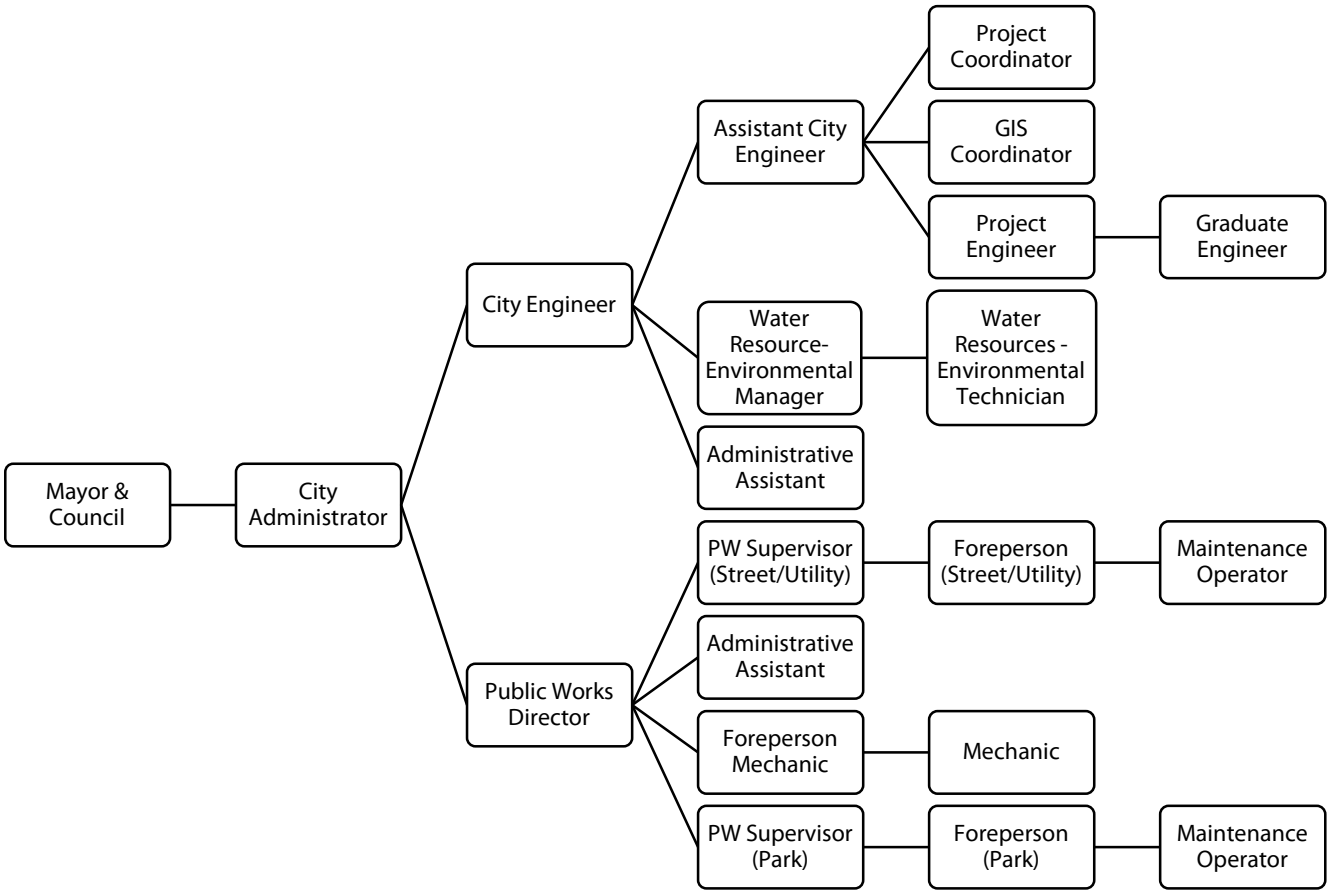
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **33 - BUILDING INSPECTIONS** | | | | |
| 6002 - WAGES | 750,628.76 | 817,784.95 | 919,800.00 | 1,031,900.00 |
| 6005 - OVERTIME-FT | 839.21 | 57.33 | 0.00 | 0.00 |
| 6015 - WAGES - PART TIME/TEMP | 0.00 | 837.50 | 0.00 | 0.00 |
| **WAGES** | **751,467.97** | **818,679.78** | **919,800.00** | **1,031,900.00** |
| 6122 - PERA | 58,237.90 | 61,850.08 | 70,900.00 | 77,700.00 |
| 6124 - FICA | 51,982.87 | 57,840.37 | 69,300.00 | 78,700.00 |
| 6135 - HEALTH | 108,157.86 | 120,377.38 | 141,900.00 | 195,100.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 4,627.99 | 4,896.28 | 4,900.00 | 5,400.00 |
| 6140 - LIFE/LTD | 2,078.01 | 2,247.25 | 2,300.00 | 2,600.00 |
| 6145 - DENTAL | 4,305.09 | 3,470.44 | 4,900.00 | 5,400.00 |
| 6170 - WORKERS COMPENSATION | 8,848.34 | 7,452.73 | 7,100.00 | 7,700.00 |
| 6180 - COMPENSATED ABSENCES | 11,877.90 | 19,470.37 | 15,400.00 | 17,400.00 |
| **BENEFITS** | **250,115.96** | **277,604.90** | **316,700.00** | **390,000.00** |
| **WAGES & BENEFITS** | **1,001,583.93** | **1,096,284.68** | **1,236,500.00** | **1,421,900.00** |
| 6202 - SUPPLIES | 4,290.44 | 2,033.57 | 8,600.00 | 2,500.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 69.98 | 1,266.68 | 0.00 | 1,500.00 |
| 6212 - UNIFORMS/CLOTHING | 2,293.39 | 3,490.85 | 2,500.00 | 2,500.00 |
| 6213 - MEETINGS | 0.00 | 863.50 | 100.00 | 100.00 |
| 6222 - FUEL | 5,174.67 | 4,255.83 | 5,100.00 | 4,400.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 3,643.10 | 2,581.20 | 4,600.00 | 5,600.00 |
| 6310 - ATTORNEY | 0.00 | 412.00 | 0.00 | 0.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 0.00 | 500.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 1,248.96 | 46,830.14 | 0.00 | 0.00 |
| 6332 - POSTAGE | 92.12 | 324.05 | 200.00 | 200.00 |
| 6334 - TELEPHONE | 2,727.69 | 3,182.99 | 2,800.00 | 2,800.00 |
| 6336 - PRINTING/PUBLISHING | 139.25 | 105.00 | 1,000.00 | 500.00 |
| 6339 - CABLE/INTERNET | 2,596.05 | 5,155.28 | 2,500.00 | 5,000.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 6,500.00 | 5,100.00 | 5,000.00 | 4,600.00 |
| 6362 - ELECTRIC | 773.71 | 2,260.54 | 1,000.00 | 2,300.00 |
| 6410 - SOFTWARE | 198,397.18 | 256,108.69 | 270,000.00 | 303,200.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 31,500.00 | 27,900.00 | 32,700.00 | 56,600.00 |
| 6420 - EQUIPMENT LEASES | 19.55 | 78.81 | 0.00 | 0.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 3,000.00 | 14,799.96 | 15,400.00 | 24,200.00 |
| 6430 - BUILDING RENT (IS FUND) | 35,100.00 | 35,799.96 | 37,700.00 | 40,500.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 13,435.62 | 12,456.13 | 5,500.00 | 9,000.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 500.00 | 200.00 |
| 6480 - DUES | 295.00 | 532.95 | 1,500.00 | 1,000.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 331.00 | 532.68 | 2,500.00 | 500.00 |
| **SUPPLIES AND SERVICES** | **311,627.71** | **426,070.81** | **399,700.00** | **467,200.00** |
| 6650 - CREDIT CARD FEES | 180,140.49 | 178,580.18 | 175,200.00 | 175,000.00 |
| 6660 - BANK FEES- NSF FEE | (90.00) | (270.00) | 0.00 | 0.00 |
| 6661 - CASH SHORT | 7,562.74 | (0.01) | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **187,613.23** | **178,310.17** | **175,200.00** | **175,000.00** |
| 6740 - EQUIPMENT | 268.95 | 73,568.54 | 0.00 | 68,000.00 |
| **CAPITAL OUTLAY** | **268.95** | **73,568.54** | **0.00** | **68,000.00** |
| **Total 33 - BUILDING INSPECTIONS** | **1,501,093.82** | **1,774,234.20** | **1,811,400.00** | **2,132,100.00** |

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## General Fund: Public Works

The Public Works division comprises 21.2% of the General Fund Expenditures. It includes the following divisions:

- Engineering
- Street Maintenance
- Fleet
- Park Maintenance



**Division: Engineering**
**Category: Public Works**

**Description of Services:**

Conduct field investigations, collect engineering data and specify the criteria for the investigations. Furnish designs, drawings, specifications, and criteria. Secure bids and oversee and inspect infrastructure construction projects. Approve, inspect, and deliver all sanitary sewer, storm sewer and roadway construction projects. Prepare all reports, studies, and plans required to preserve Municipal State Aid Funding received by the city. Manage the City's Natural Resources, including wetlands, stormwater management systems, native planting areas and woodlands. Review all public infrastructure proposed in the city, administer Wetland Conservation Act requirements, review building permits, manage public right-of-way and permitting, provide engineering assistance to other Departments, review technical engineering material, and provide engineering liaison to the City Council, other City departments, City Commissions, and Committees.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| City Engineer/Public Works Director | 0.5 | 0 | 0 | 0 |
| City Engineer | 0 | 1 | 1 | 1 |
| Assistant City Engineer | 1 | 1 | 1 | 1 |
| Project Engineer | 1 | 1 | 1 | 1 |
| Project Coordinator | 1 | 1 | 1 | 1 |
| Senior Engineering Technician | 2 | 2 | 1 | 0 |
| Graduate Engineer | 1 | 1 | 2 | 2 |
| Engineering Technician | 1 | 1 | 0 | 0 |
| Water Resources-Environmental Manager | 0 | 0 | 0.2 | 0.2 |
| Water Resources-Environmental Technician | 0 | 0 | 0.8 | 0.8 |
| GIS Coordinator | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| **Total** | **9.5** | **10** | **10** | **9** |

**Accomplishments:**

- ✓ Implemented a new pavement rating system, using Artificial Intelligence software to analyze a consistent rating system through the entire roadway network. The outcome of this approach reduces staff time for roadway assessments and allows the city to better forecast the current and future condition of the city's roadways.
- ✓ Completed several significant improvement projects, including the first phase of the Downtown Lighting Improvements, 2nd Avenue and Lewis Street Parking Lot and Stormwater Management Project, partnered with Scott County and DR Horton to complete the construction of the pedestrian underpass at CR78 and Zumbro Avenue, completed intersection safety improvements at Eagle Creek Boulevard/Vierling Drive, CR101/Shenandoah Drive, CR69/CR78 and CR83/Valleyview Drive, and partnered with Canterbury Park to construct the necessary roadways and utilities to support the southeast Canterbury development area and Ampitheatre.
- ✓ Reorganized the Department and filled all positions to become fully staff.

**Goals/Challenges:**

- Provide an infrastructure system that supports the community and advances the quality of life for all.
- Provide good value for public services and use the tax-payers money in a fiscally responsible manner.
- Staff are consistently challenged with being experts in a wide range of tasks including infrastructure management and design, traffic safety, transportation planning, project management, natural resources, contract management, underground utilities, private development and forestry management.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Projects | 11 | 6 | 20 | 16 |
| Value of Projects | 12,311,247 | 12,279,937 | 21,907,082 | 15,243,400 |
| Number of Private Subdivision Permits Issued | 4 | 4 | 8 | 8 |
| Number of Private Grading Permits Issued | 8 | 14 | 10 | 10 |
| Number of ROW Permits Issued | 500 | 402 | 410 | 400 |

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# Division: 41- ENGINEERING

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **41 - ENGINEERING** | | | | |
| 6002 - WAGES | 661,939.42 | 523,904.26 | 821,200.00 | 755,500.00 |
| 6005 - OVERTIME-FT | 17,324.36 | 17,109.53 | 53,000.00 | 53,000.00 |
| 6015 - WAGES - PART TIME/TEMP | 19,387.78 | 29,559.63 | 22,500.00 | 23,200.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 320.78 | 1,080.05 | 2,500.00 | 2,500.00 |
| **WAGES** | **698,972.34** | **571,653.47** | **899,200.00** | **834,200.00** |
| 6122 - PERA | 50,617.28 | 41,765.63 | 65,700.00 | 60,800.00 |
| 6124 - FICA | 50,707.26 | 45,813.07 | 68,000.00 | 63,000.00 |
| 6135 - HEALTH | 90,752.63 | 63,226.29 | 170,500.00 | 177,400.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 3,589.91 | 2,992.62 | 5,900.00 | 5,400.00 |
| 6140 - LIFE/LTD | 1,764.57 | 1,424.33 | 3,000.00 | 2,800.00 |
| 6145 - DENTAL | 3,323.10 | 2,247.59 | 5,900.00 | 5,400.00 |
| 6170 - WORKERS COMPENSATION | 13,116.29 | 12,601.20 | 26,900.00 | 26,100.00 |
| 6180 - COMPENSATED ABSENCES | 37,874.35 | 47,760.05 | 19,900.00 | 19,000.00 |
| 6186 - PENSION EXPENSE | 12,768.00 | 221.00 | 0.00 | 0.00 |
| **BENEFITS** | **264,513.39** | **218,051.78** | **365,800.00** | **359,900.00** |
| **WAGES & BENEFITS** | **963,485.73** | **789,705.25** | **1,265,000.00** | **1,194,100.00** |
| 6202 - SUPPLIES | 4,850.28 | 32,109.81 | 7,300.00 | 7,300.00 |
| 6212 - UNIFORMS/CLOTHING | 747.98 | 1,074.96 | 1,500.00 | 1,500.00 |
| 6213 - MEETINGS | 300.20 | 300.06 | 250.00 | 300.00 |
| 6222 - FUEL | 4,316.06 | 3,637.87 | 4,800.00 | 4,600.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 3,927.41 | 1,035.19 | 2,300.00 | 2,300.00 |
| 6310 - ATTORNEY | 6,287.50 | 2,794.50 | 4,500.00 | 5,800.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 40,259.44 | 128,628.08 | 30,000.00 | 60,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 3,365.79 | 93,565.63 | 3,800.00 | 3,800.00 |
| 6332 - POSTAGE | 2,288.03 | 2,269.10 | 2,500.00 | 2,500.00 |
| 6334 - TELEPHONE | 7,814.91 | 6,112.94 | 7,900.00 | 7,900.00 |
| 6336 - PRINTING/PUBLISHING | 2,482.21 | 1,548.06 | 2,500.00 | 2,500.00 |
| 6339 - CABLE/INTERNET | 1,260.36 | 1,560.19 | 1,000.00 | 1,000.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 7,600.00 | 7,200.00 | 7,200.00 | 4,800.00 |
| 6410 - SOFTWARE | 9,635.46 | 15,095.70 | 24,200.00 | 16,600.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 51,800.04 | 48,800.04 | 50,500.00 | 44,100.00 |
| 6420 - EQUIPMENT LEASES | 485.59 | 605.58 | 0.00 | 0.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 19,700.04 | 16,400.04 | 24,900.00 | 20,200.00 |
| 6430 - BUILDING RENT (IS FUND) | 39,000.00 | 39,699.96 | 41,400.00 | 40,100.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 6,213.79 | 6,270.77 | 7,000.00 | 9,000.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 600.00 | 900.00 |
| 6480 - DUES | 277.50 | 286.50 | 1,300.00 | 800.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 858.00 | 375.00 | 400.00 | 400.00 |
| **SUPPLIES AND SERVICES** | **213,470.59** | **409,369.98** | **225,850.00** | **236,400.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6720 - ROW/EASEMENTS | 0.00 | 5,661.84 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **5,661.84** | **0.00** | **0.00** |
| **Total 41 - ENGINEERING** | **1,176,956.32** | **1,204,737.07** | **1,490,850.00** | **1,430,5[illegible]** |

**Division: Street Maintenance**
**Category: Public Works**

**Description of Services:**

Maintain bituminous and gravel roadways/alleys, traffic signs/striping, snowplowing/ice control, street sign fabrication/installation, diseased tree prevention, boulevard tree trimming/removal/planting and manage streetlights.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Public Works Director | 0.5 | 1 | 1 | 1 |
| Public Works Superintendent | 1 | 0 | 0 | 0 |
| PW Supervisor | 1 | 1 | 1 | 1 |
| Foreperson (PW) | 1 | 1 | 1 | 1 |
| Maintenance Operator | 5 | 5 | 5 | 5 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| **Total** | **9.5** | **9** | **9** | **9** |

**Accomplishments:**

- ✓ Streets crews, the parks crews and mechanics also jump in the equipment to plow more than 253 lane-miles of streets, alleys, trails and sidewalks in addition to the many city facility parking lots when snow or ice events happen.

**Goals/Challenges:**

- Growing city which adds new streets to be maintained by the department.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Street Miles | 170.3 | 174.1 | 177 | 180 |
| Streets Seal Coated (in CL-Miles) | 14.1 | 15.9 | 13.2 | 13.5 |
| Alley Miles | 10.3 | 10.3 | 10.3 | 10.3 |
| Alleys Paved (Miles) | 2.4 | 2.4 | 2.4 | 2.4 |
| Number of Street Lights | 2,690 | 3,281 | 3,320 | 3,400 |
| Streetlights replaced (Poles/Fixtures/Repaired) | 10/10/60 | 23 | 14 | 17 |
| Number of Signs | 5,369 | 5,497 | 5,620 | 5,750 |
| Number of Signs replaced | 78 | 18 | 28 | 30 |
| Snowplowing Occurrences | 13 | 3 | 6 | 8 |
| Snowplowing/Ice Control Expenses | $471,214 | $404,080 | $427,900 | $400,100 |

# Division: 42- STREET MAINTENANCE

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **42 - STREET MAINTENANCE** | | | | |
| 6002 - WAGES | 602,126.30 | 508,420.73 | 640,600.00 | 615,100.00 |
| 6005 - OVERTIME-FT | 49,893.13 | 40,294.01 | 45,000.00 | 45,000.00 |
| 6015 - WAGES - PART TIME/TEMP | 26,509.67 | 26,964.56 | 35,100.00 | 36,100.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 0.00 | 0.00 | 0.00 | 0.00 |
| **WAGES** | **678,529.10** | **575,679.30** | **720,700.00** | **696,200.00** |
| 6122 - PERA | 48,858.72 | 41,019.91 | 51,500.00 | 49,500.00 |
| 6124 - FICA | 47,873.91 | 40,514.31 | 54,500.00 | 52,600.00 |
| 6135 - HEALTH | 103,246.93 | 96,824.56 | 144,900.00 | 157,000.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 4,449.84 | 3,603.30 | 4,900.00 | 4,300.00 |
| 6140 - LIFE/LTD | 1,720.48 | 1,512.52 | 2,200.00 | 2,100.00 |
| 6145 - DENTAL | 3,902.89 | 3,385.82 | 4,900.00 | 4,300.00 |
| 6170 - WORKERS COMPENSATION | 46,696.75 | 40,022.73 | 57,800.00 | 50,900.00 |
| 6180 - COMPENSATED ABSENCES | 12,038.45 | 31,211.16 | 14,300.00 | 13,600.00 |
| **BENEFITS** | **268,787.97** | **258,094.31** | **335,000.00** | **334,300.00** |
| **WAGES & BENEFITS** | **947,317.07** | **833,773.61** | **1,055,700.00** | **1,030,500.00** |
| 6202 - SUPPLIES | 50,802.14 | 34,940.97 | 48,500.00 | 49,500.00 |
| 6212 - UNIFORMS/CLOTHING | 8,274.69 | 9,575.06 | 12,200.00 | 14,200.00 |
| 6213 - MEETINGS | 300.20 | 500.06 | 400.00 | 600.00 |
| 6215 - MATERIALS | 174,360.98 | 151,489.92 | 181,000.00 | 181,000.00 |
| 6222 - FUEL | 66,732.40 | 60,972.40 | 57,400.00 | 63,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 65,086.22 | 94,161.12 | 81,000.00 | 81,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 5,251.56 | 400.00 | 10,400.00 |
| 6322 - PAVEMENT PRESERVATION | 512,111.38 | 504,991.65 | 540,000.00 | 540,000.00 |
| 6326 - CLEANING SERVICES | 19,512.00 | 21,110.40 | 24,600.00 | 24,600.00 |
| 6327 - PROFESSIONAL SERVICES | 116,097.79 | 207,264.99 | 133,500.00 | 173,500.00 |
| 6332 - POSTAGE | 365.79 | 3.66 | 300.00 | 300.00 |
| 6334 - TELEPHONE | 7,213.52 | 6,155.02 | 6,000.00 | 6,000.00 |
| 6336 - PRINTING/PUBLISHING | 4,452.70 | 2,826.47 | 4,800.00 | 3,300.00 |
| 6338 - ADVERTISING | 237.00 | 0.00 | 0.00 | 1,000.00 |
| 6339 - CABLE/INTERNET | 0.00 | 735.21 | 0.00 | 1,000.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 37,900.00 | 38,000.00 | 38,000.00 | 46,200.00 |
| 6362 - ELECTRIC | 89,698.20 | 83,733.26 | 73,000.00 | 85,700.00 |
| 6364 - WATER | 9,345.75 | 10,733.93 | 9,500.00 | 9,100.00 |
| 6365 - GAS | 45,958.05 | 37,335.53 | 33,000.00 | 36,400.00 |
| 6366 - SEWER | 6,805.36 | 7,519.41 | 7,000.00 | 6,300.00 |
| 6367 - REFUSE | 85,916.15 | 16,646.62 | 2,500.00 | 3,000.00 |
| 6368 - STORM | 4,276.04 | 4,174.18 | 4,000.00 | 4,200.00 |
| 6410 - SOFTWARE | 920.15 | 1,052.61 | 1,500.00 | 1,050.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 30,800.04 | 29,400.00 | 31,900.00 | 29,600.00 |
| 6420 - EQUIPMENT LEASES | 77.63 | 0.98 | 0.00 | 0.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 370,100.04 | 364,700.04 | 396,800.00 | 379,100.00 |
| 6430 - BUILDING RENT (IS FUND) | 57,099.96 | 59,700.00 | 60,000.00 | 60,300.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 2,702.82 | 4,127.36 | 4,400.00 | 4,400.00 |
| 6480 - DUES | 475.30 | 331.50 | 500.00 | 500.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 491.46 | 125.51 | 300.00 | 300.00 |
| **SUPPLIES AND SERVICES** | **1,768,113.76** | **1,757,559.42** | **1,752,500.00** | **1,815,550.00** |
| 6610 - AWARDS & DAMAGES | 0.00 | 0.00 | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 42 - STREET MAINTENANCE** | **2,715,430.83** | **2,591,333.03** | **2,808,200.00** | **2,846,050.00** |

**Division: Fleet**
**Category: Public Works**

**Description of Services:**

Maintain vehicles/equipment in streets, park, administration, police, fire and other fleet areas, by preparing vehicle evaluation reports for all departments. Repairs for vehicles and equipment are billed to the respective departments. The Fleet Division also operates a fueling station, a car wash, and a truck wash for government vehicles.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Foreperson Mechanic | 1 | 1 | 1 | 1 |
| Mechanic | 2 | 2 | 2 | 2 |
| **Total** | **3** | **3** | **3** | **3** |

**Accomplishments:**

- ✓ Every repair is tracked with work orders which allows us to track parts, repairs, and labor for historical data. This data is analyzed monthly along with fuel usage and car/truck washes.
- ✓ The city's garage runs a fuel dispensary system that provides fuel to the city's fleet, as well as Scott County, the Shakopee School District, CDA, and Shakopee Public Utilities vehicles. About 150,000 gallons of fuel is dispensed annually.
- ✓ GPS technology exists on all city vehicles.

**Goals/Challenges:**

- The city has nearly 400 pieces of equipment and vehicles in its inventory and that number continues to grow as the city does.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Vehicles/Pieces of Equipment | 396 | 397 | 397 | 399 |
| Gallons of Diesel Used (city equip) | 39,000 | 39,000 | 40,000 | 40,000 |
| Gallons of Unleaded Used (city equip) | 60,000 | 60,900 | 61,000 | 61,000 |
| Car/Truck Washes | 1126 | 1,021 | 1,100 | 1,100 |

# Division: 44- FLEET

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **44 - FLEET** | | | | |
| 6002 - WAGES | 292,310.59 | 250,184.54 | 281,800.00 | 309,500.00 |
| 6005 - OVERTIME-FT | 3,051.25 | 4,687.28 | 8,600.00 | 8,600.00 |
| 6015 - WAGES - PART TIME/TEMP | 6,105.00 | 8,741.00 | 9,500.00 | 9,800.00 |
| **WAGES** | **301,466.84** | **263,612.82** | **299,900.00** | **327,900.00** |
| 6122 - PERA | 22,155.19 | 18,980.17 | 21,800.00 | 23,800.00 |
| 6124 - FICA | 21,203.13 | 18,826.10 | 22,700.00 | 24,800.00 |
| 6135 - HEALTH | 35,800.55 | 32,904.00 | 43,300.00 | 49,200.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 1,837.13 | 1,573.10 | 2,200.00 | 2,200.00 |
| 6140 - LIFE/LTD | 813.95 | 682.66 | 900.00 | 900.00 |
| 6145 - DENTAL | 1,631.29 | 1,241.85 | 2,200.00 | 2,200.00 |
| 6160 - UNEMPLOYMENT | 1,544.43 | 0.00 | 0.00 | 0.00 |
| 6170 - WORKERS COMPENSATION | 15,110.52 | 14,362.08 | 16,300.00 | 16,000.00 |
| 6180 - COMPENSATED ABSENCES | (2,799.26) | (5,057.97) | 5,800.00 | 6,200.00 |
| **BENEFITS** | **97,296.93** | **83,511.99** | **115,200.00** | **125,300.00** |
| **WAGES & BENEFITS** | **398,763.77** | **347,124.81** | **415,100.00** | **453,200.00** |
| 6202 - SUPPLIES | 14,916.09 | 19,384.24 | 40,200.00 | 40,200.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 0.00 | 0.00 | 0.00 |
| 6212 - UNIFORMS/CLOTHING | 2,714.50 | 2,903.09 | 2,900.00 | 2,900.00 |
| 6213 - MEETINGS | 90.54 | 0.00 | 0.00 | 200.00 |
| 6222 - FUEL | 763.73 | 552.38 | 700.00 | 700.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 25,893.02 | 24,564.03 | 27,200.00 | 25,200.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 13,429.36 | 0.00 | 11,200.00 |
| 6327 - PROFESSIONAL SERVICES | 915.06 | 1,654.12 | 1,000.00 | 1,000.00 |
| 6334 - TELEPHONE | 2,305.64 | 2,127.33 | 2,000.00 | 2,000.00 |
| 6336 - PRINTING/PUBLISHING | 2,487.83 | 5,222.38 | 2,000.00 | 2,000.00 |
| 6339 - CABLE/INTERNET | 0.00 | 0.00 | 0.00 | 0.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 2,400.00 | 2,500.00 | 2,600.00 | 2,100.00 |
| 6362 - ELECTRIC | 3,347.97 | 3,215.70 | 3,000.00 | 3,200.00 |
| 6364 - WATER | 868.57 | 911.60 | 800.00 | 700.00 |
| 6366 - SEWER | 1,090.50 | 1,109.81 | 900.00 | 900.00 |
| 6410 - SOFTWARE | 14,692.82 | 17,099.03 | 18,000.00 | 17,800.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 12,999.96 | 13,599.96 | 13,300.00 | 11,700.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 0.00 | 0.00 | 12,300.00 | 13,700.00 |
| 6430 - BUILDING RENT (IS FUND) | 12,500.04 | 13,299.96 | 13,000.00 | 15,900.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 1,957.72 | 951.36 | 3,000.00 | 3,000.00 |
| 6480 - DUES | 25.62 | 25.54 | 100.00 | 100.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 116.46 | 125.51 | 100.00 | 100.00 |
| **SUPPLIES AND SERVICES** | **100,086.07** | **122,675.40** | **143,100.00** | **154,600.00** |
| 6740 - EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 44 - FLEET** | **498,849.84** | **469,800.21** | **558,200.00** | **607,800.00** |

**Division: Park Maintenance**
**Category: Public Works**

**Description of Services:**

Provide public services to maintain the investment of infrastructure in parks and public grounds. Additionally, identify, recommend, develop, and coordinate ecologically sound development and management practices. Manage trees through pruning and the City's Emerald Ash Borer treatment program.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| PW Supervisor | 1 | 1 | 1 | 1 |
| Foreperson (PW) | 2 | 2 | 2 | 2 |
| Maintenance Operator | 8 | 9 | 9 | 9 |
| Environmental Engineer | 0.2 | 0.2 | 0.2 | 0.2 |
| **Total** | **11.2** | **12.2** | **12.2** | **12.2** |

**Accomplishments:**

- ✓ Park crews supported several events that brought hundreds of teams and thousands of spectators back to Shakopee from tournaments, sporting events, music events and city sponsored events.
- ✓ NEW-Football Scoreboards at 17th avenue, donated by Shakopee Youth Football
- ✓ Park crews worked with engineering and planning on several projects this year: Stans tennis courts resurfacing, Lions Park frisbee golf new layout, new pickleball courts at Scenic Heights and Lions Park, Meadows playground replacement, Windemere playground, Memorial park demolition, and our annual trail replacements and trail sealcoating projects.

**Goals/Challenges:**

- The growing community, which includes expanding parks, requires maintenance to keep them safe and running smoothly.
- Shakopee's ash trees remain under attack. The first case of emerald ash borer was confirmed in 2021. The city's tree stock is such a significant and valuable resource. Maintaining safe, healthy trees takes significant efforts and the city is dedicated to these efforts. Shakopee has received the "Tree City USA" designation for the past 15 years for the city's efforts and commitment to its urban forest management.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Acres of Land Mowed | 209 | 299 | 299 | 299 |
| Playgrounds | 29 | 31 | 30 | 31 |
| Outdoor Ice Rinks Maintained | 8 | 8 | 8 | 8 |
| Sports Fields Maintained | 94 | 94 | 94 | 95 |
| Trees Pruned (contractor) | 1,223 | 1,222 | 1,258 | 1,100 |
| Ash Trees Treated | 192 | 159 | 154 | 188 |
| Ash Trees Removed (contractor)Trees Planted | 126 | 176 | 99 | 250 |

# Division: 46- PARK MAINTENANCE

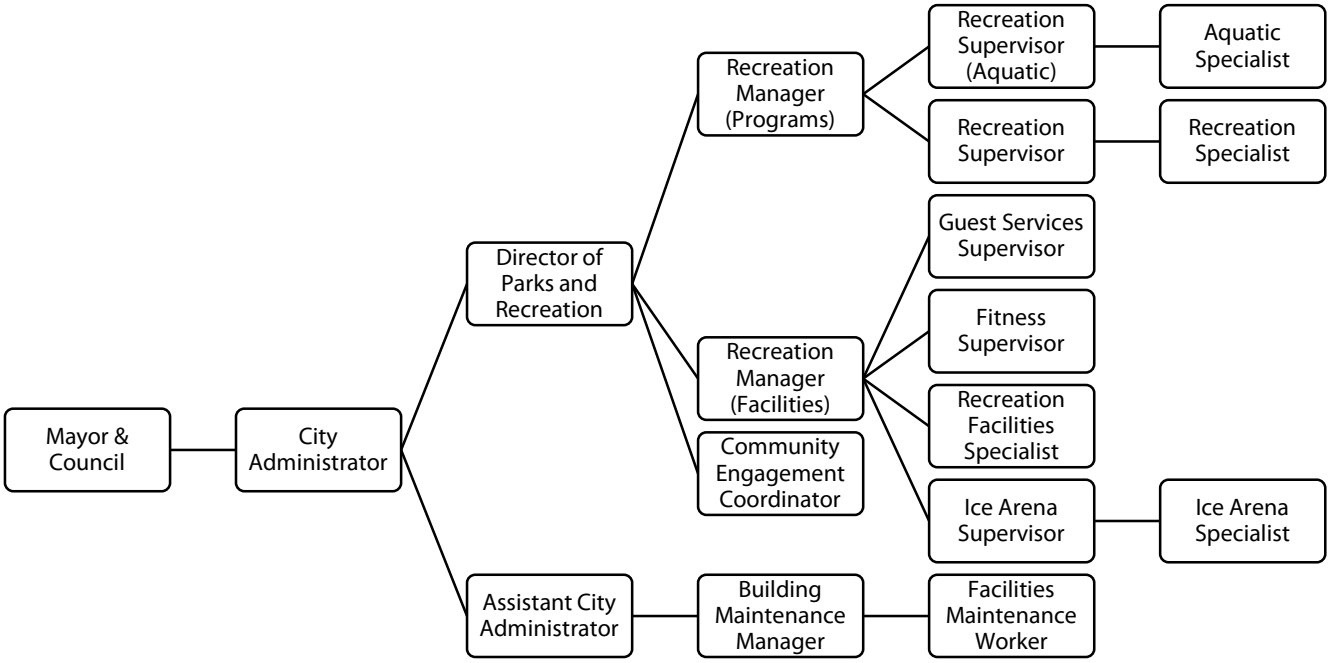
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **46 - PARK MAINTENANCE** | | | | |
| 6002 - WAGES | 890,104.37 | 978,099.06 | 1,000,500.00 | 1,060,800.00 |
| 6005 - OVERTIME-FT | 18,058.32 | 16,769.07 | 14,200.00 | 14,200.00 |
| 6015 - WAGES - PART TIME/TEMP | 154,134.98 | 155,453.60 | 191,600.00 | 187,400.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 0.00 | 24.30 | 0.00 | 0.00 |
| **WAGES** | **1,062,297.67** | **1,150,346.03** | **1,206,300.00** | **1,262,400.00** |
| 6122 - PERA | 67,842.59 | 74,086.02 | 76,200.00 | 80,600.00 |
| 6124 - FICA | 75,708.36 | 81,647.25 | 92,100.00 | 96,400.00 |
| 6135 - HEALTH | 117,021.09 | 113,859.50 | 138,800.00 | 151,800.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 6,072.70 | 6,569.48 | 6,500.00 | 6,500.00 |
| 6140 - LIFE/LTD | 2,484.23 | 2,656.42 | 2,700.00 | 2,900.00 |
| 6145 - DENTAL | 5,548.99 | 5,634.89 | 6,500.00 | 6,500.00 |
| 6170 - WORKERS COMPENSATION | 66,937.96 | 73,358.56 | 80,900.00 | 81,100.00 |
| 6180 - COMPENSATED ABSENCES | 9,525.55 | 28,037.97 | 17,500.00 | 18,600.00 |
| **BENEFITS** | **351,141.47** | **385,850.09** | **421,200.00** | **444,400.00** |
| **WAGES & BENEFITS** | **1,413,439.14** | **1,536,196.12** | **1,627,500.00** | **1,706,800.00** |
| 6202 - SUPPLIES | 73,340.34 | 64,539.62 | 75,000.00 | 75,000.00 |
| 6212 - UNIFORMS/CLOTHING | 9,988.02 | 10,801.07 | 11,000.00 | 11,000.00 |
| 6213 - MEETINGS | 300.20 | 400.06 | 300.00 | 500.00 |
| 6215 - MATERIALS | 35,696.67 | 26,600.47 | 57,000.00 | 57,000.00 |
| 6222 - FUEL | 50,995.76 | 40,348.67 | 48,000.00 | 46,500.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 66,176.87 | 45,570.66 | 43,700.00 | 43,700.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 14,295.00 | 15,099.88 | 30,000.00 | 38,000.00 |
| 6322 - PAVEMENT PRESERVATION | 63,358.63 | 54,782.61 | 69,000.00 | 73,000.00 |
| 6327 - PROFESSIONAL SERVICES | 232,249.10 | 311,216.92 | 221,000.00 | 230,500.00 |
| 6334 - TELEPHONE | 5,795.13 | 6,432.70 | 5,700.00 | 5,700.00 |
| 6336 - PRINTING/PUBLISHING | 673.82 | 313.84 | 500.00 | 500.00 |
| 6339 - CABLE/INTERNET | 420.12 | 420.12 | 0.00 | 500.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 58,000.00 | 65,200.00 | 65,200.00 | 64,100.00 |
| 6362 - ELECTRIC | 85,274.68 | 86,715.56 | 72,000.00 | 77,500.00 |
| 6364 - WATER | 31,543.74 | 36,940.24 | 27,500.00 | 30,700.00 |
| 6365 - GAS | 6,025.36 | 5,337.75 | 4,400.00 | 4,500.00 |
| 6366 - SEWER | 592.05 | 638.22 | 600.00 | 500.00 |
| 6368 - STORM | 16,690.94 | 15,912.88 | 16,100.00 | 16,100.00 |
| 6410 - SOFTWARE | 0.00 | 64.80 | 0.00 | 2,000.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 22,800.00 | 23,900.04 | 32,900.00 | 30,400.00 |
| 6420 - EQUIPMENT LEASES | 400.00 | (31.63) | 0.00 | 0.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 207,600.00 | 212,499.96 | 242,900.00 | 225,400.00 |
| 6430 - BUILDING RENT (IS FUND) | 62,199.96 | 65,400.00 | 72,400.00 | 81,800.00 |
| 6435 - OTHER RENT | 15,119.44 | 14,479.32 | 18,000.00 | 20,000.00 |
| 6440 - PARK RENT (IS FUND) | 606,000.00 | 635,900.04 | 659,100.00 | 669,100.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 2,528.32 | 3,052.78 | 3,000.00 | 3,000.00 |
| 6480 - DUES | 543.34 | 286.50 | 200.00 | 200.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 116.46 | 125.51 | 200.00 | 200.00 |
| **SUPPLIES AND SERVICES** | **1,668,723.95** | **1,742,948.59** | **1,775,700.00** | **1,807,400.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 11,400.00 | 0.00 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **11,400.00** | **0.00** | **0.00** | **0.00** |
| **Total 46 - PARK MAINTENANCE** | **3,093,563.09** | **3,279,144.71** | **3,403,200.00** | **3,514,200.00** |

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## General Fund: Recreation

The Recreation division comprises 14.0% of the General Fund Expenditures. It includes the following divisions:

- Recreation



**Division: Recreation**
**Category: Recreation**

**Description of Services:**

The Parks and Recreation department is responsible for providing fun and engaging recreational activities, programs, facilities and outdoor spaces for the community. This includes the coordination and scheduling of park and athletic field use; coordinating preschool, youth, teen, adult, and senior programs and special event activities; managing the operations of the Community Center, Ice Arena, Sand Venture Outdoor Aquatic Park, and Log Cabin; and collaborating with other departments for parks/trail maintenance, park land acquisition, and parks/trail development.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Director of Park & Recreation | 1 | 1 | 1 | 1 |
| Recreation Manager | 2 | 2 | 2 | 2 |
| Recreation Supervisor | 2 | 2 | 2 | 2 |
| Recreation Facilities Specialist | 1 | 1 | 1 | 1 |
| Community Engagement Coordinator | 1 | 1 | 1 | 1 |
| Recreation Specialist | 2 | 2 | 2 | 3 |
| Ice Arena Supervisor | 1 | 1 | 1 | 1 |
| Guest Services Supervisor | 1 | 1 | 1 | 1 |
| Guest Services Specialist | 1 | 1 | 1 | 0 |
| Fitness Supervisor | 0 | 0 | 0 | 1 |
| Aquatics Specialist | 1 | 1 | 1 | 1 |
| Ice Arena Specialist | 3 | 3 | 3 | 3 |
| Building Maintenance Manager | 1 | 1 | 1 | 1 |
| Facilities Maintenance Worker | 2 | 2 | 2 | 2 |
| **Total** | **18** | **18** | **19** | **19** |

**Accomplishments:**

- ✓ Renovation of SandVenture Aquatic Park is scheduled to be completed in 2024, reopening in 2025.
- ✓ Renovation of the disc golf course at Lion's Park.
- ✓ Opening of the fitness court and offering fitness in the park at the new fitness court.
- ✓ Added an additional Lifeguard Instructor Trainer and six new Lifeguard Instructors to the aquatics staff.
- ✓ Offered eight weeks of summer camp.

**Goals/Challenges:**

- Applied and currently working towards the CAPRA (Committee of Accreditation for Parks and Recreation Agencies) accreditation through the National Park and Recreation Association.
- Update the Emergency Action Preparedness Plan for the Community Center, Ice Arena, and Sand Venture and develop a comprehensive training plan for all staff.
- Prioritize recruiting and mentoring part-time employees, resulting in increased interest in part-time positions.
- Increase in programming due to new spaces: Quarry Lake Park, Fitness Court renovated SandVenture Aquatic Park.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| CC Membership/Admission Revenue | $841,483 | $1,050,038 | $889,000 | $935,000 |
| CC Membership Usage/Daily Admission | 172,275 | 177,472 | 189,875 | 199,365 |
| SandVenture Attendance | 27,568 | 32,568 | CLOSED* | 50,000 |
| SV Membership/Admission Revenues | $158,696 | $189,678 | CLOSED* | $347,000 |
| Programming Participants | 6,573 | 8,318 | 11,276 | 13,000 |
| Fitness Participants/Water Aerobics | 21,789 | 25,136 | 27,315 | 29,000 |
| Ice Rental/Admission Revenues | $759,396 | $883,228 | $870,000 | $890,000 |
| Walking Track | 20,354 | 22,542 | 24,000 | 26,000 |

*SandVenture Construction took place in 2024, the pool was closed the entire season.

# Division: 67- RECREATION

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **67 - RECREATION** | | | | |
| 6002 - WAGES | 1,324,870.79 | 1,456,059.71 | 1,499,400.00 | 1,562,200.00 |
| 6005 - OVERTIME-FT | 7,236.37 | 4,545.48 | 1,800.00 | 1,800.00 |
| 6015 - WAGES - PART TIME/TEMP | 688,204.39 | 768,595.55 | 908,600.00 | 959,800.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 23,944.20 | 29,274.33 | 13,300.00 | 13,300.00 |
| **WAGES** | **2,044,255.75** | **2,258,475.07** | **2,423,100.00** | **2,537,100.00** |
| 6122 - PERA | 119,924.34 | 125,523.88 | 113,600.00 | 118,300.00 |
| 6124 - FICA | 150,766.88 | 168,095.19 | 185,200.00 | 193,800.00 |
| 6135 - HEALTH | 193,555.07 | 197,412.42 | 242,000.00 | 312,000.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 9,898.40 | 10,048.84 | 9,700.00 | 10,300.00 |
| 6140 - LIFE/LTD | 3,740.14 | 4,028.04 | 4,200.00 | 4,300.00 |
| 6145 - DENTAL | 7,641.66 | 7,617.26 | 9,700.00 | 10,300.00 |
| 6160 - UNEMPLOYMENT | 159.88 | 0.00 | 0.00 | 0.00 |
| 6170 - WORKERS COMPENSATION | 60,066.50 | 68,652.94 | 81,800.00 | 80,700.00 |
| 6180 - COMPENSATED ABSENCES | 28,525.68 | 24,283.04 | 27,000.00 | 28,100.00 |
| 6186 - PENSION EXPENSE | 8,081.00 | 158.00 | 0.00 | 0.00 |
| **BENEFITS** | **582,359.55** | **605,819.61** | **673,200.00** | **757,800.00** |
| **WAGES & BENEFITS** | **2,626,615.30** | **2,864,294.68** | **3,096,300.00** | **3,294,900.00** |
| 6202 - SUPPLIES | 242,370.19 | 195,332.37 | 195,900.00 | 247,900.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 11,990.41 | 2,390.00 | 0.00 | 25,000.00 |
| 6212 - UNIFORMS/CLOTHING | 11,613.67 | 5,980.75 | 7,100.00 | 7,700.00 |
| 6213 - MEETINGS | 1,417.50 | 817.95 | 800.00 | 1,900.00 |
| 6215 - MATERIALS | 0.00 | 138.84 | 0.00 | 100.00 |
| 6222 - FUEL | 2,148.49 | 1,887.98 | 1,900.00 | 2,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 16,609.23 | 25,921.91 | 14,000.00 | 17,600.00 |
| 6250 - MERCHANDISE FOR RESALE | 30,483.49 | 36,540.72 | 2,000.00 | 2,000.00 |
| 6310 - ATTORNEY | 643.50 | 2,339.00 | 1,100.00 | 1,100.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 168,583.31 | 205,925.22 | 140,000.00 | 134,100.00 |
| 6326 - CLEANING SERVICES | 52,908.00 | 26,109.00 | 25,300.00 | 27,300.00 |
| 6327 - PROFESSIONAL SERVICES | 90,602.22 | 98,256.75 | 73,200.00 | 92,200.00 |
| 6332 - POSTAGE | 7,460.92 | 5,927.62 | 6,000.00 | 6,700.00 |
| 6334 - TELEPHONE | 14,251.39 | 13,225.70 | 12,800.00 | 13,500.00 |
| 6336 - PRINTING/PUBLISHING | 27,876.26 | 21,393.21 | 17,800.00 | 26,500.00 |
| 6338 - ADVERTISING | 3,828.40 | 4,181.90 | 6,000.00 | 5,000.00 |
| 6339 - CABLE/INTERNET | 5,385.66 | 5,512.92 | 5,710.00 | 5,740.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 55,100.00 | 57,400.00 | 57,500.00 | 51,600.00 |
| 6362 - ELECTRIC | 494,074.41 | 453,276.08 | 391,700.00 | 423,800.00 |
| 6364 - WATER | 16,548.16 | 18,235.86 | 13,100.00 | 15,200.00 |
| 6365 - GAS | 161,722.43 | 127,743.96 | 110,900.00 | 124,600.00 |
| 6366 - SEWER | 13,442.68 | 14,495.94 | 10,050.00 | 12,000.00 |
| 6367 - REFUSE | 0.00 | 29.25 | 0.00 | 0.00 |
| 6368 - STORM | 13,348.59 | 13,030.75 | 12,600.00 | 13,100.00 |
| 6410 - SOFTWARE | 47,834.19 | 42,191.07 | 50,000.00 | 54,200.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 94,800.00 | 98,199.96 | 103,500.00 | 96,800.00 |
| 6420 - EQUIPMENT LEASES | 40.04 | 27.49 | 40,800.00 | 46,000.00 |
| 6425 - EQUIPMENT RENT (IS FUND) | 45,099.96 | 72,699.96 | 84,700.00 | 66,000.00 |
| 6430 - BUILDING RENT (IS FUND) | 473,100.00 | 480,499.92 | 635,900.00 | 649,( |

# Division: 67- RECREATION

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| 6435 - OTHER RENT | 2,566.21 | 2,824.46 | 1,800.00 | 1,900.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 23,553.99 | 18,446.24 | 28,300.00 | 25,500.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 0.00 | 100.00 |
| 6480 - DUES | 10,736.92 | 8,094.01 | 8,900.00 | 9,600.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 0.00 | 0.00 | 0.00 | 150.00 |
| **SUPPLIES AND SERVICES** | **2,140,140.22** | **2,059,076.79** | **2,059,360.00** | **2,205,890.00** |
| 6650 - CREDIT CARD FEES | 60,444.61 | 92,350.51 | 51,900.00 | 56,900.00 |
| 6660 - BANK FEES- NSF FEE | 354.50 | 350.75 | 0.00 | 100.00 |
| 6661 - CASH SHORT | 424.65 | 66.66 | 0.00 | 0.00 |
| 6670 - RECREATION SCHOLARSHIPS | 619.00 | 1,184.50 | 1,000.00 | 1,200.00 |
| **MISCELLANEOUS EXPENSE** | **61,842.76** | **93,952.42** | **52,900.00** | **58,200.00** |
| 6730 - BUILDINGS | 0.00 | 13,844.00 | 0.00 | 0.00 |
| 6745 - SOFTWARE | 0.00 | 15,157.35 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **29,001.35** | **0.00** | **0.00** |
| 6835 - LEASE INTEREST PAYMENT | 7,293.79 | 5,527.14 | 0.00 | 0.00 |
| 6836 - SBITA INTEREST PAYMENT | 0.00 | 398.00 | 0.00 | 0.00 |
| 6830 - CAPITAL LEASE PAYMENT | 33,446.21 | 35,212.86 | 0.00 | 0.00 |
| 6831 - SBITA PRINICPAL PAYMENT | 0.00 | 7,787.84 | 0.00 | 0.00 |
| **DEBT SERVICE** | **40,740.00** | **48,925.84** | **0.00** | **0.00** |
| **Total 67 - RECREATION** | **4,869,338.28** | **5,095,251.08** | **5,208,560.00** | **5,558,990.00** |

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**Division: Unallocated**
**Category: Unallocated**

**Description of Services:**

This division accounts for costs not readily chargeable to other departments, and transfers to other funds.

**Goals/Challenges:**

- At the approval of the 2024 budget, union negotiations were unsettled. Unallocated was increased in anticipation of those settling and budget amendments being needed.
- Provision for unfunded liability costs.
- Contingency as needed for community projects or unanticipated needs.

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# Division: 91- UNALLOCATED

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **91 - UNALLOCATED** | | | | |
| **WAGES** | **0.00** | **0.00** | **0.00** | **0.00** |
| **BENEFITS** | **0.00** | **0.00** | **0.00** | **0.00** |
| **WAGES & BENEFITS** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6202 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 3,000.00 | 3,400.00 | 3,100.00 | 2,900.00 |
| 6420 - EQUIPMENT LEASES | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **3,000.00** | **3,400.00** | **3,100.00** | **2,900.00** |
| 6620 - PROPERTY TAX/SPECIAL ASSESS | 0.00 | 25,604.24 | 0.00 | 0.00 |
| 6640 - DESIGNATED MISCELLANEOUS | 4,279.98 | 5,000.00 | 100,000.00 | 50,000.00 |
| 6681 - CONTINGENCY | 0.00 | 0.00 | 240,000.00 | 75,000.00 |
| **MISCELLANEOUS EXPENSE** | **4,279.98** | **30,604.24** | **340,000.00** | **125,000.00** |
| 6740 - EQUIPMENT | 0.00 | 8,622.79 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **8,622.79** | **0.00** | **0.00** |
| **Total 91 - UNALLOCATED** | **7,279.98** | **42,627.03** | **343,100.00** | **127,900.00** |

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# SPECIAL REVENUE, DEBT SERVICE AND CAPITAL PROJECT FUNDS

| | SPECIAL REVENUE FUNDS | DEBT SERVICE FUNDS | CAPITAL PROJECTS FUNDS | TOTAL |
|---|---|---|---|---|
| **REVENUES:** | | | | |
| TAXES | $951,000 | $2,189,000 | $2,150,000 | $28,736,450 |
| SPECIAL ASSESSMENTS | 0 | 117,800 | 484,100 | 618,900 |
| LICENSES AND PERMITS | 0 | 0 | 3,050,000 | 6,860,750 |
| INTERGOVERNMENTAL | 330,000 | 0 | 5,805,100 | 11,565,100 |
| CHARGES FOR SERVICES | 28,000 | 0 | 0 | 5,264,800 |
| FINES AND FORFEITURES | 63,800 | 0 | 0 | 389,000 |
| MISCELLANEOUS | 417,500 | 0 | 1,127,600 | 2,082,200 |
| TOTAL REVENUES | 1,790,300 | 2,306,800 | 12,616,800 | 55,517,200 |
| **EXPENDITURES:** | | | | |
| GENERAL GOVERNMENT | (463,000) | 0 | 0 | (6,502,670) |
| PUBLIC SAFETY | (163,820) | 0 | 0 | (19,718,010) |
| PUBLIC WORKS | 0 | 0 | (23,409,400) | (31,807,950) |
| PARK AND RECREATION | 0 | 0 | 0 | (5,558,990) |
| ECONOMIC DEVELOPMENT | (894,000) | 0 | 0 | (894,000) |
| UNALLOCATED | 0 | 0 | 0 | (127,900) |
| DEBT SERVICE | 0 | (3,823,000) | 0 | (3,823,000) |
| TOTAL EXPENDITURES | (1,520,820) | (3,823,000) | (23,409,400) | (68,432,520) |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | 269,480 | (1,516,200) | (10,792,600) | (12,915,320) |
| **OTHER FINANCING:** | | | | |
| TRANSFERS IN | 0 | 1,296,300 | 1,342,000 | 3,514,300 |
| TRANSFERS OUT | (126,000) | 0 | (33,000) | (159,000) |
| **TOTAL OTHER FINANCING** | **(126,000)** | **1,296,300** | **1,309,000** | **3,355,300** |
| **EXCESS (DEFICIENCY) OF REV. OVER EXP.** | **143,480** | **(219,900)** | **(9,483,600)** | **(9,560,020)** |
| FUND BALANCE, JANUARY 1 | 3,200,488 | 3,153,545 | 15,046,385 | 21,400,418 |
| **FUND BALANCE, DECEMBER 31** | **3,343,968** | **2,933,645** | **5,562,785** | **11,840,398** |

## SPECIAL REVENUE

Special Revenue Funds are used to account for the proceeds of specific revenue sources designed to finance activities as required by law or administrative regulations.

### SUMMARY

| | SHAKOPEE GOVERNMENT TELEVISION | LODGING TAX | ECONOMIC DEVELOPMENT AUTHORITY |
|---|---|---|---|
| TAXES | 0.00 | 422,000.00 | 500,000.00 |
| LICENSES AND PERMITS | 29,000.00 | 0.00 | 0.00 |
| INTERGOVERNMENTAL | 0.00 | 0.00 | 330,000.00 |
| CHARGES FOR SERVICES | 0.00 | 0.00 | 28,000.00 |
| FINES AND FORFEITURES | 0.00 | 0.00 | 0.00 |
| MISCELLANEOUS | 500.00 | 0.00 | 1,000.00 |
| **TOTAL REVENUES** | **29,500.00** | **422,000.00** | **859,000.00** |
| GENERAL GOVERNMENT | (41,000.00) | (422,000.00) | 0.00 |
| PUBLIC SAFETY | 0.00 | 0.00 | 0.00 |
| ECONOMIC DEVELOPMENT | 0.00 | 0.00 | (670,000.00) |
| CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 |
| **TOTAL EXPENDITURES** | **(41,000.00)** | **(422,000.00)** | **(670,000.00)** |
| TRANSFERS OUT | 0.00 | 0.00 | 0.00 |
| **TOTAL OTHER FINANCING** | **0.00** | **0.00** | **0.00** |
| **EXCESS (DEFICIENCY) OF REV. OVER EXP.** | **(11,500.00)** | **0.00** | **189,000.00** |
| **FUND BALANCE, JANUARY 1** | **55,875.00** | **0.00** | **2,664,801.00** |
| **FUND BALANCE, DECEMBER 31** | **44,375.00** | **0.00** | **2,853,801.00** |

| RIVER CITY CENTRE | OPIOID SETTLEMENT | PUBLIC SAFETY FUNDING | Total |
|---|---|---|---|
| 0.00 | 0.00 | 0.00 | 922,000.00 |
| 0.00 | 0.00 | 0.00 | 29,000.00 |
| 0.00 | 0.00 | 0.00 | 330,000.00 |
| 0.00 | 0.00 | 0.00 | 28,000.00 |
| 0.00 | 63,800.00 | 0.00 | 63,800.00 |
| 416,000.00 | 0.00 | 0.00 | 417,500.00 |
| **416,000.00** | **63,800.00** | **0.00** | **1,790,300.00** |
| 0.00 | 0.00 | 0.00 | (463,000.00) |
| 0.00 | (84,100.00) | 0.00 | (84,100.00) |
| (224,000.00) | 0.00 | 0.00 | (894,000.00) |
| 0.00 | 0.00 | (79,720.00) | (79,720.00) |
| **(224,000.00)** | **(84,100.00)** | **(79,720.00)** | **(1,520,820.00)** |
| 0.00 | 0.00 | (126,000.00) | (126,000.00) |
| **0.00** | **0.00** | **(126,000.00)** | **(126,000.00)** |
| **192,000.00** | **(20,300.00)** | **(205,720.00)** | **143,480.00** |
| **(15,699.00)** | **137,715.00** | **357,796.00** | **3,200,488.00** |
| **176,301.00** | **117,415.00** | **152,076.00** | **3,343,968.00** |

## Fund: Shakopee Government Television

**Description of Services:**

Government access cable television provides information about government and community programs, services, events and issues with the goal of increasing residents' access to local government meetings and information. Shakopee Government TV is available to Comcast cable subscribers in the city as part of their basic cable packages.

**Accomplishments:**

- ✓ Upgraded video hosting and livestreaming, which streamlined our video indexing capabilities and provided more storage space to continue archiving video and audio recordings of public meetings.

**Goals/Challenges:**

- PEG revenues have decreased as fewer people subscribe to cable services.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Shakopee Government TV Meetings Broadcasts | 43 | 35 | 36 | 36 |
| Video Productions | 10 | 46 | 82 | 50 |

# Company: SHAKOPEE GOVERNMENT TELEVISION

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **02150 - SHAKOPEE GOVERNMENT TELEVISION** | | | | |
| **REVENUES:** | | | | |
| 4205 - CABLE PEG FEES | (24,599.01) | (25,387.34) | (20,000.00) | (29,000.00) |
| **TAXES** | **(24,599.01)** | **(25,387.34)** | **(20,000.00)** | **(29,000.00)** |
| **CHARGES FOR SERVICES** | **0.00** | **0.00** | **0.00** | **0.00** |
| 4833 - INTEREST | (748.23) | (1,702.77) | 0.00 | (500.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 3,561.78 | (1,813.53) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **2,813.55** | **(3,516.30)** | **0.00** | **(500.00)** |
| **REVENUES** | **(21,785.46)** | **(28,903.64)** | **(20,000.00)** | **(29,500.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 0.00 | 8,000.00 | 8,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 0.00 | 2,125.00 | 28,000.00 | 28,000.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6410 - SOFTWARE | 0.00 | 9,662.45 | 12,000.00 | 5,000.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **0.00** | **11,787.45** | **48,000.00** | **41,000.00** |
| 6740 - EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| 6745 - SOFTWARE | 0.00 | 1,325.48 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **1,325.48** | **0.00** | **0.00** |
| **DEBT SERVICE** | **0.00** | **0.00** | **0.00** | **0.00** |
| **EXPENDITURES** | **0.00** | **13,112.93** | **48,000.00** | **41,000.00** |
| **OTHER FINANCING:** | | | | |
| **TRANSERS OUT** | **0.00** | **0.00** | **0.00** | **0.00** |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **0.00** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 02150 - SHAKOPEE GOVERNMENT TELEVISION** | **(21,785.46)** | **(15,790.71)** | **28,000.00** | **11,500.00** |

## Fund: Lodging Tax

**Description of Services:**

A statutorily allowed 3 percent lodging tax is imposed by the City Council. Once collected, 95 percent is submitted to the Shakopee Chamber and Visitors Bureau (CVB) and 5 percent is retained to defer administrative expenses. This fund accounts for the tax revenue and the expenditures to both the CVB and the city's General Fund for the administration portion of the lodging tax proceeds.

**Goals/Challenges:**

- Lodging tax was hit hard with the coronavirus pandemic resulting in a decrease in revenues, those revenues are finally above the pre-pandemic level.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Hotels | 12 | 12 | 12 | 12 |

# Company: LODGING TAX

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **02180 - LODGING TAX** | | | | |
| **REVENUES:** | | | | |
| 4050 - LODGING TAX | (441,824.31) | (461,094.98) | (409,000.00) | (422,000.00) |
| **TAXES** | **(441,824.31)** | **(461,094.98)** | **(409,000.00)** | **(422,000.00)** |
| **REVENUES** | **(441,824.31)** | **(461,094.98)** | **(409,000.00)** | **(422,000.00)** |
| **EXPENDITURES:** | | | | |
| 6320 - LODGING TAX | 421,628.17 | 439,893.98 | 388,550.00 | 400,900.00 |
| 6327 - PROFESSIONAL SERVICES | 20,196.14 | 21,201.00 | 20,450.00 | 21,100.00 |
| **SUPPLIES AND SERVICES** | **441,824.31** | **461,094.98** | **409,000.00** | **422,000.00** |
| **EXPENDITURES** | **441,824.31** | **461,094.98** | **409,000.00** | **422,000.00** |
| **Total 02180 - LODGING TAX** | **0.00** | **0.00** | **0.00** | **0.00** |

## Fund: Economic Development Authority

**Description of Services:**

The EDA was organized to promote development, improve housing and reduce blighted areas in the city. These services are overseen by the Planning and Development Director with the assistance of the Economic Development Coordinator and other staff as required. The EDA Board is comprised of the City Council Members. The City Administrator is also the Executive Director of the EDA.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Director of Planning & Development | 0.5 | 0.5 | 0.5 | 0.5 |
| Economic Development Coordinator | 0 | 1 | 1 | 1 |
| Economic Development Specialist | 1 | 0 | 0 | 0 |
| **Total** | **1.5** | **1.5** | **1.5** | **1.5** |

**Accomplishments:**

- ✓ Shakopee Gravel has submitted plans for a $375 million redevelopment.
- ✓ The city attracted the North American Headquarters for GN. The company, currently in Bloomington, will consolidate GN Resound, Jabra and other subsidiaries in the former Shutterfly building after renovation and will begin with more than 600 employees there in mid-2025.
- ✓ Funded a façade loan for the office building at First Avenue and Fuller for new windows and other improvements to this very visible corner.
- ✓ The Amphitheater at Canterbury in under construction with completion slated for Spring 2025.
- ✓ Shakopee's entrepreneur group that started with less than a dozen companies is now more than 30 and is now called the Foundery MN.
- ✓ The EDA continues to seek additional funding for the Hub Innovation Center and is working on a State of Minnesota appropriation.
- ✓ The successful completion of another year of the annual TAP beer event brought people to Shakopee from all over the United States and featured 42 breweries and 4 members from the Foundery MN.
- ✓ Staff worked with OPUS Development on a major business park development in the West End and should be completed was completed.
- ✓ The EDA also worked with Sam's Club to open a regional distribution facility off Stagecoach. The average wage will be $24 plus benefits. The facility opened and they have invested more than $10 million in improvements.

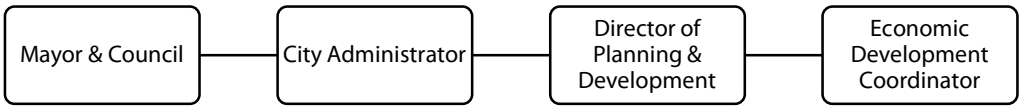
**Goals/Challenges:**

- Continue to be a destination location for businesses to want to come to.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Overall Improvement Value of Façade Loans | $0 | $174,070 | $75,000 | $200,000 |
| Total Façade Loans Paid | $0 | $58,995 | $0 | $0 |
| # of Façade Loans Paid | 0 | 2 | 1 | 2 |
| Façade Loans Granted | 1 | 1 | 1 | 2 |
| Grants Received for Economic Development | $240,476 | $23,250 | $0 | $0 |

**Organization Chart:**



# Company: ECONOMIC DEVELOPMENT AUTHORITY

| OBJECT ACCOUNT | ACTUAL 2022 | ACTUAL 2023 | BUDGET 2024 | REQUESTED BUDGET 2025 |
|---|---|---|---|---|
| **02190 - ECONOMIC DEVELOPMENT AUTHORITY** | | | | |
| REVENUES: | | | | |
| 4011 - CURRENT PROPERTY TAX | (459,526.26) | (439,707.91) | (500,000.00) | (500,000.00) |
| 4013 - MARKET VALUE CREDIT | (49.12) | (41.20) | 0.00 | 0.00 |
| 4015 - FISCAL DISPARITIES | (34,862.30) | (53,604.79) | 0.00 | 0.00 |
| 4020 - MOBIL HOME TAX | (6.59) | (4.07) | 0.00 | 0.00 |
| 4025 - PAYMENT IN LIEU OF TAXES | (934.32) | (896.27) | 0.00 | 0.00 |
| 4031 - EXCESS TAX INCREMENT | 0.00 | (74,001.42) | 0.00 | 0.00 |
| 4040 - OTHER TAXES | (0.52) | (26.74) | 0.00 | 0.00 |
| **TAXES** | **(495,379.11)** | **(568,282.40)** | **(500,000.00)** | **(500,000.00)** |
| 4243 - MISC LICENSE | 0.00 | 0.00 | 0.00 | 0.00 |
| **LICENSES AND PERMITS** | **0.00** | **0.00** | **0.00** | **0.00** |
| 4450 - STATE GRANTS & AIDS | 0.00 | (23,250.00) | 0.00 | 0.00 |
| 4490 - OTHER GRANTS/AIDS | (240,476.01) | 0.00 | 0.00 | 0.00 |
| 4705 - SPUC REVENUE CONTRIBUTION | (315,512.68) | (332,058.59) | (300,000.00) | (330,000.00) |
| **INTERGOVERNMENTAL** | **(555,988.69)** | **(355,308.59)** | **(300,000.00)** | **(330,000.00)** |
| 4588 - BUSINESS SUBSIDY APP FEE | 0.00 | 0.00 | (12,000.00) | 0.00 |
| 4766 - GENERAL ADMISSIONS | (29,148.80) | (23,995.90) | (29,000.00) | (28,000.00) |
| **CHARGES FOR SERVICES** | **(29,148.80)** | **(23,995.90)** | **(41,000.00)** | **(28,000.00)** |
| 4833 - INTEREST | (11,805.24) | (42,333.72) | (1,000.00) | (1,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 64,500.46 | (4,509.66) | 0.00 | 0.00 |
| 4850 - MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 0.00 |
| 4855 - SALE OF ASSETS | 0.00 | (12,000.00) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **52,695.22** | **(58,843.38)** | **(1,000.00)** | **(1,000.00)** |
| **REVENUES** | **(1,027,821.38)** | **(1,006,430.27)** | **(842,000.00)** | **(859,000.00)** |
| EXPENDITURES: | | | | |
| 6002 - WAGES | 123,479.44 | 166,954.24 | 196,600.00 | 206,900.00 |
| **WAGES** | **123,479.44** | **166,954.24** | **196,600.00** | **206,900.00** |
| 6122 - PERA | 10,524.03 | 13,897.74 | 14,700.00 | 15,500.00 |
| 6124 - FICA | 10,350.68 | 13,514.16 | 15,000.00 | 15,800.00 |
| 6135 - HEALTH | 15,711.79 | 15,095.03 | 9,400.00 | 10,800.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 630.00 | 810.02 | 500.00 | 500.00 |
| 6140 - LIFE/LTD | 349.80 | 458.38 | 300.00 | 400.00 |
| 6145 - DENTAL | 588.00 | 717.60 | 500.00 | 500.00 |
| 6170 - WORKERS COMPENSATION | 882.63 | 1,197.15 | 800.00 | 800.00 |
| 6180 - COMPENSATED ABSENCES | 4,444.19 | 2,009.70 | 2,000.00 | 2,200.00 |
| **BENEFITS** | **43,481.12** | **47,699.78** | **43,200.00** | **46,500.00** |
| **WAGES & BENEFITS** | **166,960.56** | **214,654.02** | **239,800.00** | **253,400.00** |
| 6202 - SUPPLIES | 3,006.49 | 3,744.83 | 3,400.00 | 3,500.00 |
| 6213 - MEETINGS | 1,023.37 | 10,987.97 | 2,500.00 | 3,000.00 |
| 6310 - ATTORNEY | 6,135.00 | 3,761.00 | 25,000.00 | 25,000.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 0.00 | 0.00 | 50,000.00 | 50,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |

# Company: ECONOMIC DEVELOPMENT AUTHORITY

| OBJECT ACCOUNT | ACTUAL 2022 | ACTUAL 2023 | BUDGET 2024 | REQUESTED BUDGET 2025 |
|---|---|---|---|---|
| 6327 - PROFESSIONAL SERVICES | 107,974.62 | 226,140.04 | 281,000.00 | 281,000.00 |
| 6332 - POSTAGE | 12.95 | 416.91 | 500.00 | 500.00 |
| 6334 - TELEPHONE | 235.56 | 510.47 | 250.00 | 500.00 |
| 6336 - PRINTING/PUBLISHING | 289.00 | 1,213.27 | 200.00 | 500.00 |
| 6338 - ADVERTISING | 9,495.87 | 8,288.32 | 15,000.00 | 15,000.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 17,300.00 | 11,300.00 | 11,400.00 | 8,700.00 |
| 6362 - ELECTRIC | 0.00 | 0.00 | 0.00 | 0.00 |
| 6410 - SOFTWARE | 0.00 | 12,328.38 | 0.00 | 13,600.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 1,800.00 | 1,800.00 | 2,400.00 | 2,200.00 |
| 6420 - EQUIPMENT LEASES | 5,540.98 | 100.98 | 0.00 | 0.00 |
| 6430 - BUILDING RENT (IS FUND) | 6,500.04 | 6,600.00 | 6,200.00 | 6,000.00 |
| 6435 - OTHER RENT | 0.00 | 0.00 | 0.00 | 0.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 4,198.22 | 670.24 | 3,000.00 | 3,000.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 1,000.00 | 500.00 |
| 6480 - DUES | 1,655.00 | 2,066.00 | 2,000.00 | 2,100.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 599.00 | 564.00 | 1,900.00 | 1,500.00 |
| **SUPPLIES AND SERVICES** | **165,766.10** | **290,492.41** | **405,750.00** | **416,600.00** |
| 6610 - AWARDS & DAMAGES | 240,476.01 | 0.00 | 0.00 | 0.00 |
| 6620 - PROPERTY TAX/SPECIAL ASSESS | 1,284.00 | 0.00 | 0.00 | 0.00 |
| 6640 - DESIGNATED MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 0.00 |
| 6661 - CASH SHORT | 0.00 | (41.00) | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **241,760.01** | **(41.00)** | **0.00** | **0.00** |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 0.00 | 13,726.00 | 150,000.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **13,726.00** | **150,000.00** | **0.00** |
| 6860 - FISCAL AGENT FEES | 0.00 | 525.00 | 0.00 | 0.00 |
| **DEBT SERVICE** | **0.00** | **525.00** | **0.00** | **0.00** |
| **EXPENDITURES** | **574,486.67** | **519,356.43** | **795,550.00** | **670,000.00** |
| **OTHER FINANCING:** | | | | |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| **TRANSERS OUT** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8101 - PROCEEDS CAPITAL ASSET SALES | 0.00 | (275,000.00) | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **0.00** | **(275,000.00)** | **0.00** | **0.00** |
| **OTHER FINANCING** | **0.00** | **(275,000.00)** | **0.00** | **0.00** |
| **Total 02190 - ECONOMIC DEVELOPMENT AUTHORITY** | **(453,334.71)** | **(762,073.84)** | **(46,450.00)** | **(189,000.00)** |

## Fund: River City Centre

**Description of Services:**

In August 2022, the EDA became the master tenant for the commercial space on River City Centre. The property consists of 13 tenant spaces. The city has all of the spaces currently leased but we can assume over time that there will be some vacancies. The city provides day-to-day management and oversaw the renovation of the structure in 2023. The city is in the process of working with the Scott County CDA on dividing the building into two condo units, one for the commercial space and one for the rental space. We anticipate that will be completed in early 2025.

**Tenant Summary:**

| Address | Lease Start | Lease End |
|---|---|---|
| 115 1st Avenue E | 7/1/2020 | 6/30/2025 |
| 135 1st Avenue E | 2/1/2011 | 6/30/2028 |
| 145 1st Avenue E | 6/1/2023 | 5/31/2028 |
| 155 1st Avenue E | 7/1/2022 | 10/31/2027 |
| 165 1st Avenue E | 4/1/2016 | 11/30/2031 |
| 175 1st Avenue E | 1/1/2022 | 2/28/2027 |
| 185 1st Avenue E | 5/1/2018 | 8/31/2028 |
| 215 1st Avenue E | 4/1/2021 | 10/31/2024 |
| 235 1st Avenue E | 1/1/2001 | 2/28/2027 |
| 245 1st Avenue E | 3/1/2019 | 2/28/2029 |
| 255 1st Avenue E | 3/1/2022 | 12/31/2028 |
| 265 1st Avenue E | 7/1/2022 | 6/30/2032 |
| 275 1st Avenue E | 6/1/2022 | 5/31/2027 |

**Accomplishments:**

- ✓ The renovations of the building were completed in 2023.
- ✓ All rental spaces are currently filled.

**Goals/Challenges:**

- Ongoing building exterior maintenance
- The nature of retail turnover and market changes

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Occupancy | 75% | 100% | 100% | 95% |
| Stable Rent Roll meeting building needs | 75% | 100% | 100% | 95% |

# Company: RIVER CITY CENTRE

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **02300 - RIVER CITY CENTRE** | | | | |
| **REVENUES:** | | | | |
| 4833 - INTEREST | (11,480.70) | (32,092.43) | 0.00 | 0.00 |
| 4841,4964 - LEASE RENT/REVENUE | (179,088.29) | (442,941.13) | (390,000.00) | (400,000.00) |
| 4842 - LEASE OPERATING CHARGE | (5,644.87) | (17,190.43) | (16,000.00) | (16,000.00) |
| 4850 - MISCELLANEOUS | 0.00 | (26,760.51) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **(196,213.86)** | **(518,984.50)** | **(406,000.00)** | **(416,000.00)** |
| **REVENUES** | **(196,213.86)** | **(518,984.50)** | **(406,000.00)** | **(416,000.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 367.51 | 300.00 | 200.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 6,629.36 | 11,714.79 | 15,000.00 | 10,000.00 |
| 6310 - ATTORNEY | 38,349.91 | 55,526.00 | 15,000.00 | 15,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 2,818.32 | 23,851.77 | 10,000.00 | 35,000.00 |
| 6326 - CLEANING SERVICES | 660.71 | 2,733.63 | 1,650.00 | 5,000.00 |
| 6327 - PROFESSIONAL SERVICES | 659,168.12 | 99,414.85 | 20,000.00 | 20,000.00 |
| 6352 - LIABILITY | 1,842.00 | 5,084.75 | 6,200.00 | 6,000.00 |
| 6362 - ELECTRIC | 1,073.35 | 184.00 | 2,000.00 | 2,000.00 |
| 6364 - WATER | (327.44) | (49.72) | 300.00 | 300.00 |
| 6365 - GAS | 657.12 | 2,194.80 | 3,000.00 | 3,000.00 |
| 6366 - SEWER | 53.16 | 19.20 | 300.00 | 300.00 |
| 6367 - REFUSE | 3,390.93 | 8,334.89 | 12,000.00 | 12,000.00 |
| 6368 - STORM | 30.92 | 10.92 | 150.00 | 200.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | (30.00) | 552.63 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **714,316.46** | **209,940.02** | **85,900.00** | **109,000.00** |
| 6610 - AWARDS & DAMAGES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6620 - PROPERTY TAX/SPECIAL ASSESS | 32,307.50 | 102,328.00 | 120,000.00 | 115,000.00 |
| **MISCELLANEOUS EXPENSE** | **32,307.50** | **102,328.00** | **120,000.00** | **115,000.00** |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 0.00 | 3,454,181.92 | 10,000.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **3,454,181.92** | **10,000.00** | **0.00** |
| **EXPENDITURES** | **746,623.96** | **3,766,449.94** | **215,900.00** | **224,000.00** |
| **OTHER FINANCING:** | | | | |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | (3,592,076.30) | 0.00 | 0.00 |
| **TRANSFERS IN** | **0.00** | **(3,592,076.30)** | **0.00** | **0.00** |
| **OTHER FINANCING** | **0.00** | **(3,592,076.30)** | **0.00** | **0.00** |
| **Total 02300 - RIVER CITY CENTRE** | **550,410.10** | **(344,610.86)** | **(190,100.00)** | **(192,000.00)** |

## Fund: Opioid Settlement

**Description of Services:**

The fund was created in 2022 when the City received the first opioid settlement from the Department of Finance. The City opted in as part of the settlement with the State of Minnesota. The city receives a portion of the settlement disbursed by the State. At least 85% of the funds must be used for abatement of the opioid epidemic.

**Shakopee Share of the settlement:**

| | Total |
|---|---|
| Distributor | 478,625 |
| J&J | 111,128 |
| **Teva** | 100,896 |
| **Allergan** | 55,578 |
| Walgreens | 134,200 |
| Walmart | 69,887 |
| CVS | 123,414 |
| NOATII | 9,331 |
| McKinsey | 6,793 |
| **Total** | **1,089,852** |

**Accomplishments:**

- ✓ To create a coordinated response program with the mission for County services staff to work in partnership with local law enforcement departments to provide outreach following a crisis, and jointly assist with finding a long-term solution to mental health impacts in the community.

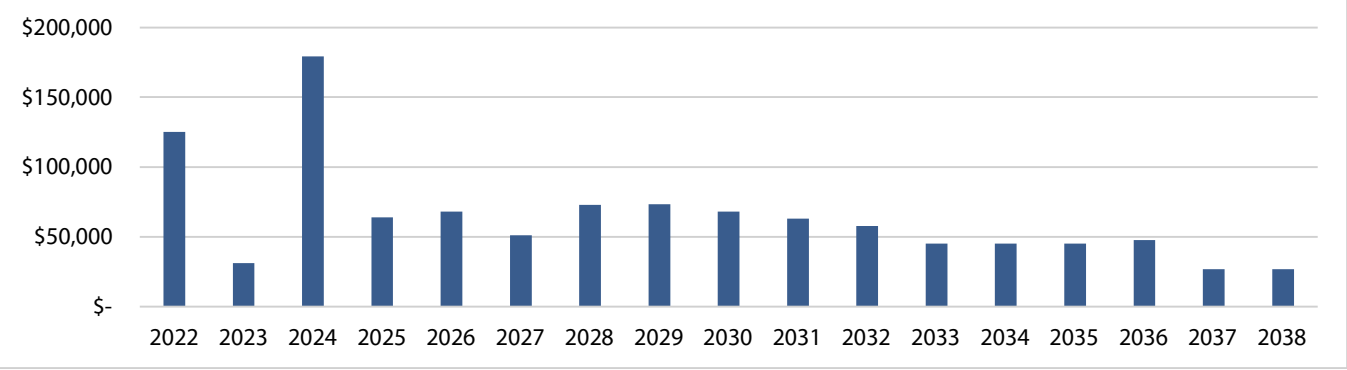
**Goals/Challenges:**

- The program focuses on connecting community members who have had police contact, to a qualified social work Coordinated Responder within days after the mental health related crisis has passed with the goal for the Coordinated Responder to provide needs assessments, culturally appropriate referrals, assistance with system navigation, and care coordination.

**Performance Measures:**

| | 2023 | 2024 | Grand Total |
|---|---|---|---|
| Declined Service | 8 | 22 | 30 |
| Service Provided | 121 | 97 | 218 |
| Unable to Contact | 44 | 24 | 68 |
| **Total Shakopee** | **173** | **143** | **316** |
| **Total Savage** | **289** | **292** | **581** |
| **Total Sheriff** | **149** | **120** | **269** |
| **Grand Total** | **611** | **555** | **1166** |

**Allocation of Settlement:**



# Company: OPIOID SETTLEMENT

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **02400 - OPIOID SETTLEMENT** | | | | |
| **REVENUES:** | | | | |
| 4821 - FINES & FORFEITS | (125,047.92) | (31,036.94) | (64,000.00) | (63,800.00) |
| **FINES & FORFEITS** | **(125,047.92)** | **(31,036.94)** | **(64,000.00)** | **(63,800.00)** |
| **REVENUES** | **(125,047.92)** | **(31,036.94)** | **(64,000.00)** | **(63,800.00)** |
| **EXPENDITURES:** | | | | |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 0.00 | 82,370.00 | 84,100.00 |
| **SUPPLIES AND SERVICES** | **0.00** | **0.00** | **82,370.00** | **84,100.00** |
| **EXPENDITURES** | **0.00** | **0.00** | **82,370.00** | **84,100.00** |
| **OTHER FINANCING:** | | | | |
| **Total 02400 - OPIOID SETTLEMENT** | **(125,047.92)** | **(31,036.94)** | **18,370.00** | **20,300.00** |

## Fund: Public Safety Funding

**Description of Services:**

This fund was created in 2023. The 2023 omnibus tax bill included $210 million in one-time public safety aid that will be distributed on Dec. 26, 2023, to cities across the state. Unlike local government aid, this aid cannot be used for general purposes, but instead must be used to "provide public safety." The City received $1,995,163 in December 2023.

**Budgeted Projects:**

| | |
|---|---|
| Patrol Officers (2) | $ 317,040 |
| Marked Squads Car | 85,000 |
| Body Worn Cameras | 398,590 |
| Fire Department Services Study | 55,353 |
| Fire Station #1 Design | 72,250 |
| Fire Station #1 Remodel | 800,000 |
| SCBAs | 262,464 |
| **Total Budgeted Projects** | **$ 1,990,697** |

**Accomplishments:**

- ✓ New body cameras were leased using the public safety funding
- ✓ New self-contained breathing apparatuses (SCBA) were purchased for the fire department to make all SCBA the same model.
- ✓ Fire station remodel began in 2024.
- ✓ 2 new officers were hired partially funded with public safety dollars

**Goals/Challenges:**

- Estimated costs rising due to inflation for projects originally budgeted to be spend with these funds.

**Project Summary:**

| | Actual 2023 | Revised Budget 2024 | Budget 2025 | Budget 2026 | Budget 2027 |
|---|---|---|---|---|---|
| Patrol Officers (2) | $ 0 | $ 191,040 | $ 126,000 | $ 0 | $ 0 |
| Marked Squads Car | 0 | 85,000 | 0 | 0 | 0 |
| Body Worn Cameras | 19,875 | 139,565 | 79,718 | 79,718 | 79,718 |
| Fire Department Services Study | 63,901 | 0 | 0 | 0 | 0 |
| Fire Station #1 Design | 23,104 | 49,146 | 0 | 0 | 0 |
| Fire Station #1 Remodel | 0 | 800,000 | 0 | 0 | 0 |
| SCBAs | 265,736 | 0 | 0 | 0 | 0 |
| **Total Budgeted Projects** | **372,616** | **1,264,751** | **205,718** | **79,718** | **79,718** |

# Company: PUBLIC SAFETY FUNDING

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **02500 - PUBLIC SAFETY FUNDING** | | | | |
| **REVENUES:** | | | | |
| 4450 - STATE GRANTS & AIDS | 0.00 | (1,995,163.00) | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **0.00** | **(1,995,163.00)** | **0.00** | **0.00** |
| **REVENUES** | **0.00** | **(1,995,163.00)** | **0.00** | **0.00** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 0.00 | 265,735.76 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 0.00 | 0.00 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 87,005.24 | 0.00 | 0.00 |
| 6410 - SOFTWARE | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **0.00** | **352,741.00** | **0.00** | **0.00** |
| 6730 - BUILDINGS | 0.00 | 0.00 | 800,000.00 | 0.00 |
| 6740,4962 - EQUIPMENT | 0.00 | 0.00 | 164,720.00 | 79,720.00 |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **964,720.00** | **79,720.00** |
| 6835 - LEASE INTEREST PAYMENT | 0.00 | 3,950.31 | 0.00 | 0.00 |
| 6830 - CAPITAL LEASE PAYMENT | 0.00 | 15,924.58 | 0.00 | 0.00 |
| **DEBT SERVICE** | **0.00** | **19,874.89** | **0.00** | **0.00** |
| **EXPENDITURES** | **0.00** | **372,615.89** | **964,720.00** | **79,720.00** |
| **OTHER FINANCING:** | | | | |
| 8053 - TRANSFER OUT TO GENERAL FUND | 0.00 | 0.00 | 211,360.00 | 126,000.00 |
| **TRANSERS OUT** | **0.00** | **0.00** | **211,360.00** | **126,000.00** |
| **OTHER FINANCING** | **0.00** | **0.00** | **211,360.00** | **126,000.00** |
| **Total 02500 - PUBLIC SAFETY FUNDING** | **0.00** | **(1,622,547.11)** | **1,176,080.00** | **205,720.00** |

# DEBT SERVICE FUNDS

Debt Service Funds are established to account for the activity of servicing general obligation debt, paid for by tax levy and special assessments. Any residual balances in debt service funds are transferred to the Capital Improvement Fund. Debt Service Prepayments from special assessments and the use of existing cash position have allowed for reductions in previous and current year levies. Future budgets will require increased debt service levies to meet future payment obligations.

## SUMMARY

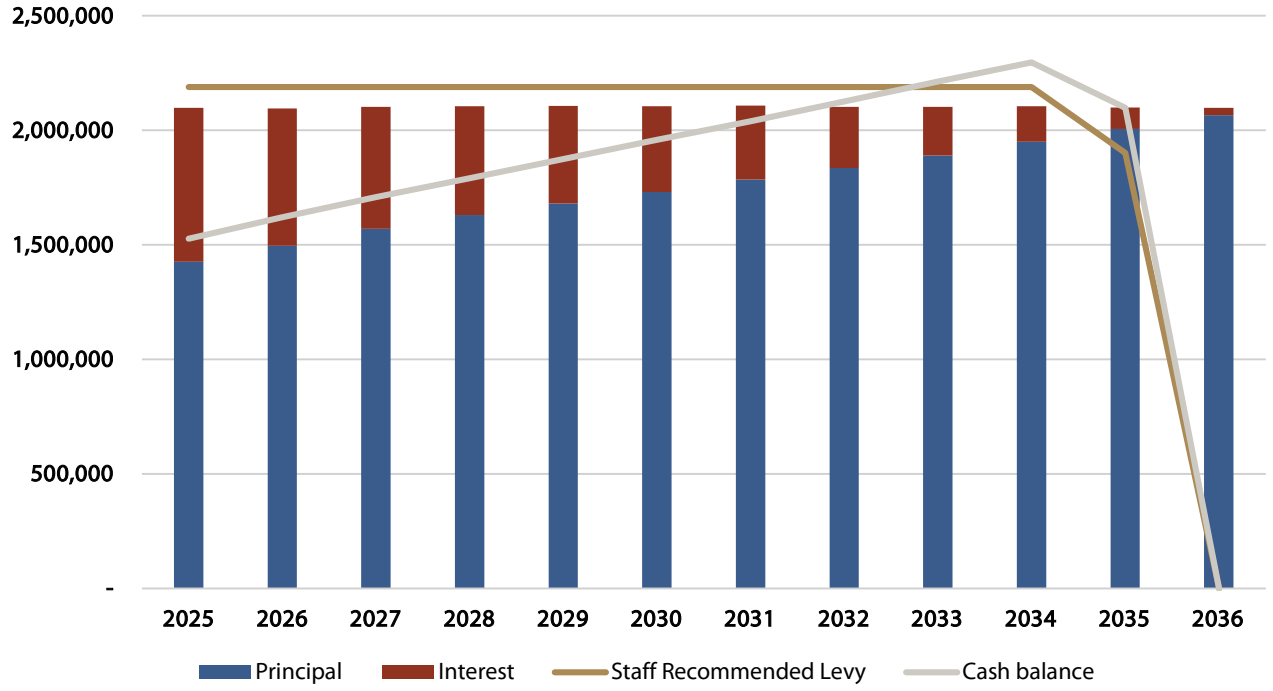
| | 2016A GO TAX ABATEMENT BONDS | 2019A GO TAX INCREMENT REVENUE BONDS | 2020A GO TAX INCREMENT REVENUE BONDS | 2022A GO TAX INCREMENT REVENUE BONDS |
|---|---|---|---|---|
| TAXES | 2,189,000.00 | 0.00 | 0.00 | 0.00 |
| SPECIAL ASSESSMENTS | 0.00 | 0.00 | 0.00 | 0.00 |
| **TOTAL REVENUES** | **2,189,000.00** | **0.00** | **0.00** | **0.00** |
| DEBT SERVICE | (2,098,400.00) | (342,300.00) | (626,500.00) | (254,900.00) |
| **TOTAL EXPENDITURES** | **(2,098,400.00)** | **(342,300.00)** | **(626,500.00)** | **(254,900.00)** |
| TRANSFERS IN | 0.00 | 362,500.00 | 668,500.00 | 265,300.00 |
| **TOTAL OTHER FINANCING** | **0.00** | **362,500.00** | **668,500.00** | **265,300.00** |
| **EXCESS (DEFICIENCY) OF REV. OVER EXP.** | **90,600.00** | **20,200.00** | **42,000.00** | **10,400.00** |
| **FUND BALANCE, JANUARY 1** | **1,435,762.00** | **319,944.00** | **581,912.00** | **(75,250.00)** |
| **FUND BALANCE, DECEMBER 31** | **1,526,362.00** | **340,144.00** | **623,912.00** | **(64,850.00)** |

| 2022A GO IMPROVEMENT BONDS | TOTAL DEBT SERVICE |
|---|---|
| 0.00 | 2,189,000.00 |
| 117,800.00 | 117,800.00 |
| **117,800.00** | **2,306,800.00** |
| (500,900.00) | (3,823,000.00) |
| **(500,900.00)** | **(3,823,000.00)** |
| 0.00 | 1,296,300.00 |
| **0.00** | **1,296,300.00** |
| **(383,100.00)** | **(219,900.00)** |
| **891,177.00** | **3,153,545.00** |
| **508,077.00** | **2,933,645.00** |

**Fund: G.O. Tax Abatement Bonds, Series 2016A**
**Issuance: $29,500,000**
**Maturity: February 1, 2036**

**Description of Services:**
The bond was issued for $29,500,000 and matures on February 01, 2036. The bond was issued to fund the following construction projects: Community and Ice Arena Construction.

**Debt Totals by Year:**



# Company: 2016A GO TAX ABATEMENT BOND

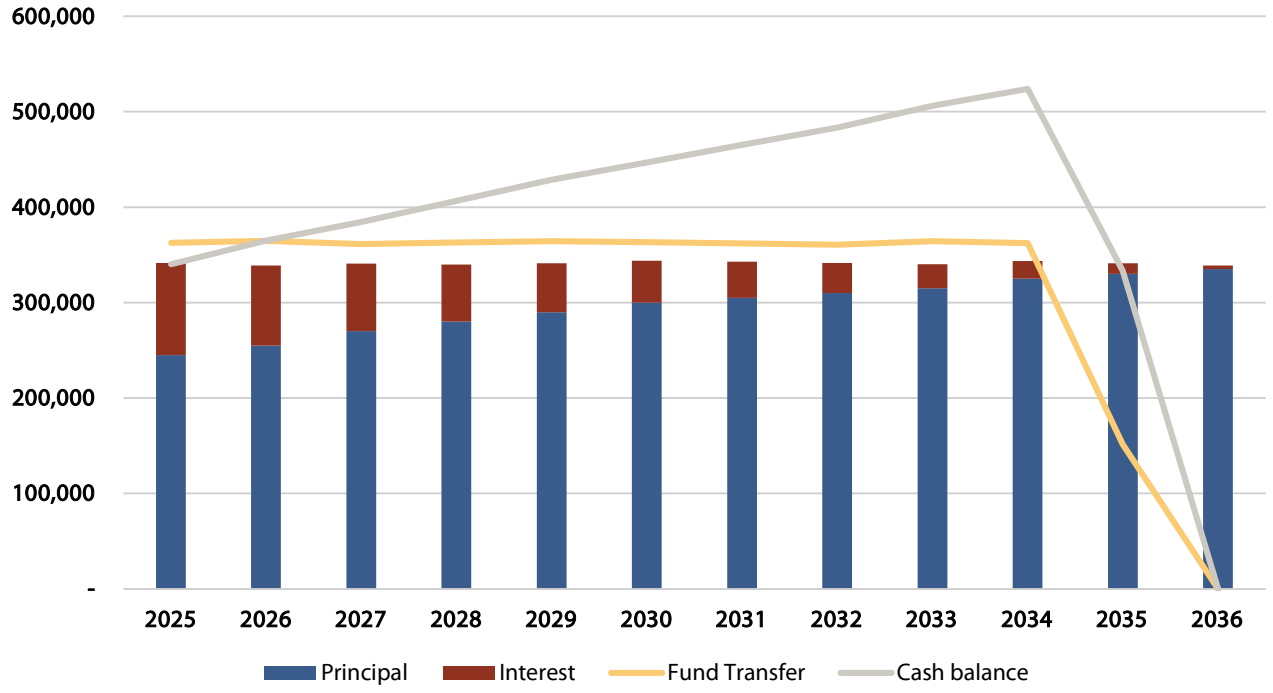
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **03044 - 2016A GO TAX ABATEMENT BOND** | | | | |
| **REVENUES:** | | | | |
| 4011 - CURRENT PROPERTY TAX | (2,189,000.00) | (2,189,000.00) | (2,189,000.00) | (2,189,000.00) |
| **TAXES** | **(2,189,000.00)** | **(2,189,000.00)** | **(2,189,000.00)** | **(2,189,000.00)** |
| 4833 - INTEREST | (1,562.43) | (3,289.58) | 0.00 | 0.00 |
| 4834 - CHANGE IN FAIR MARKET VALUE | 70,325.16 | (39,454.91) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **68,762.73** | **(42,744.49)** | **0.00** | **0.00** |
| **REVENUES** | **(2,120,237.27)** | **(2,231,744.49)** | **(2,189,000.00)** | **(2,189,000.00)** |
| **EXPENDITURES:** | | | | |
| 6810 - DEBT SERVICE PRINCIPAL | 1,265,000.00 | 1,330,000.00 | 1,355,000.00 | 1,425,000.00 |
| 6850 - DEBT SERVICE INTEREST | 834,456.26 | 789,531.26 | 742,400.00 | 672,900.00 |
| 6860 - FISCAL AGENT FEES | 910.83 | 1,025.00 | 500.00 | 500.00 |
| **DEBT SERVICE** | **2,100,367.09** | **2,120,556.26** | **2,097,900.00** | **2,098,400.00** |
| **EXPENDITURES** | **2,100,367.09** | **2,120,556.26** | **2,097,900.00** | **2,098,400.00** |
| **OTHER FINANCING:** | | | | |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **0.00** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 03044 - 2016A GO TAX ABATEMENT BOND** | **(19,870.18)** | **(111,188.23)** | **(91,100.00)** | **(90,600.00)** |

**Fund: G.O. Tax Increment Revenue Bonds, Series 2019A**
**Issuance: $4,220,000**
**Maturity: February 1, 2036**

**Description of Services:**

The bond was issued for $4,220,000 and matures on February 01, 2036. The bond was issued to fund the following construction projects: 12th Avenue Reconstruction and various public improvements within the Tax Increment Financing District No. 18 (Canterbury Commons).

**Debt Totals by Year:**



# Company: 2019A GO TAX INCREMENT REV BON

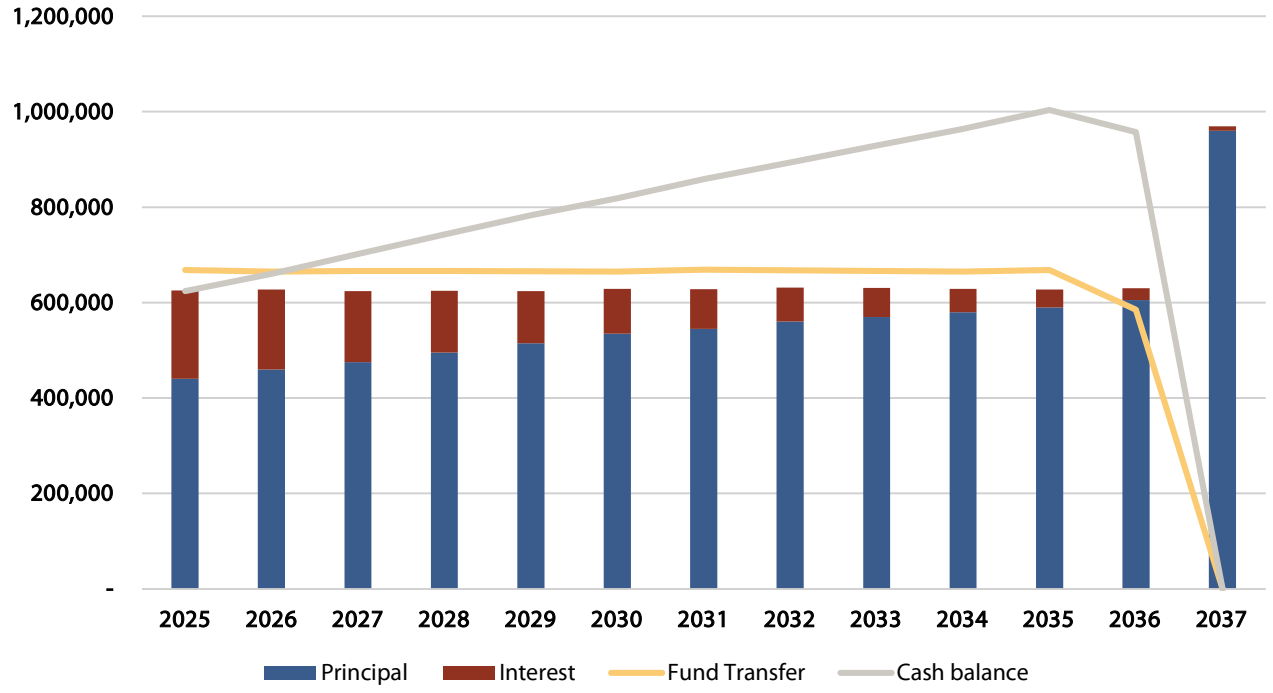
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **03045 - 2019A GO TAX INCREMENT REV BON** | | | | |
| **REVENUES:** | | | | |
| 4833 - INTEREST | (273.57) | (337.56) | 0.00 | 0.00 |
| 4834 - CHANGE IN FAIR MARKET VALUE | 15,973.92 | (9,227.58) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **15,700.35** | **(9,565.14)** | **0.00** | **0.00** |
| **REVENUES** | **15,700.35** | **(9,565.14)** | **0.00** | **0.00** |
| **EXPENDITURES:** | | | | |
| 6810 - DEBT SERVICE PRINCIPAL | 210,000.00 | 220,000.00 | 230,000.00 | 245,000.00 |
| 6850 - DEBT SERVICE INTEREST | 130,212.52 | 119,462.52 | 108,200.00 | 96,300.00 |
| 6860 - FISCAL AGENT FEES | 1,010.83 | 1,075.00 | 1,000.00 | 1,000.00 |
| **DEBT SERVICE** | **341,223.35** | **340,537.52** | **339,200.00** | **342,300.00** |
| **EXPENDITURES** | **341,223.35** | **340,537.52** | **339,200.00** | **342,300.00** |
| **OTHER FINANCING:** | | | | |
| 8010 - TRANSFER IN FROM GENERAL FUND | (346,739.00) | 0.00 | 0.00 | 0.00 |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | (344,914.00) | (364,800.00) | (362,500.00) |
| **TRANSFERS IN** | **(346,739.00)** | **(344,914.00)** | **(364,800.00)** | **(362,500.00)** |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **0.00** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **(346,739.00)** | **(344,914.00)** | **(364,800.00)** | **(362,500.00)** |
| **Total 03045 - 2019A GO TAX INCREMENT REV BON** | **10,184.70** | **(13,941.62)** | **(25,600.00)** | **(20,200.00)** |

**Fund: G.O. Tax Increment Revenue Bonds, Series 2020A**
**Issuance: $8,165,000**
**Maturity: February 1, 2037**

**Description of Services:**

The bond was issued for $8,165,000 and matures on February 01, 2037. The bond was issued to fund the following construction projects: 12th Avenue Reconstruction and various public improvements within the Tax Increment Financing District No. 18 (Canterbury Commons).

**Debt Totals by Year:**



# Company: 2020A GO TAX INCREMENT REV BON

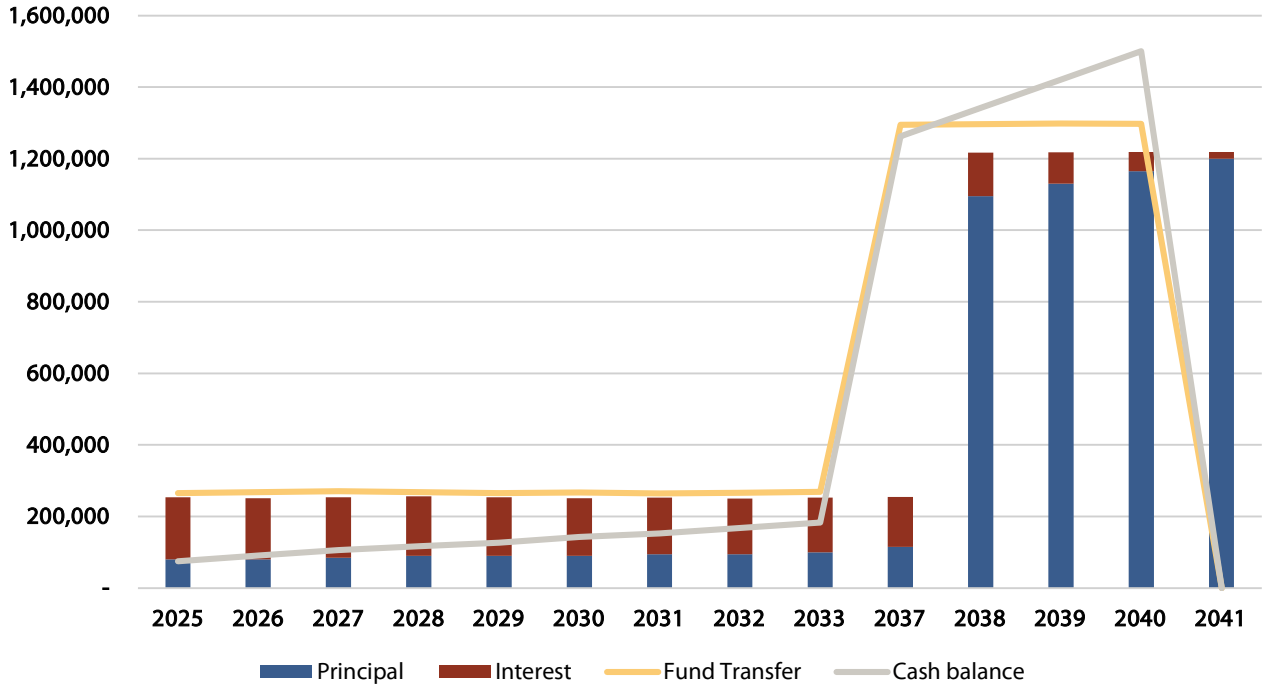
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **03046 - 2020A GO TAX INCREMENT REV BON** | | | | |
| **REVENUES:** | | | | |
| 4833 - INTEREST | (1,767.68) | (630.65) | 0.00 | 0.00 |
| 4834 - CHANGE IN FAIR MARKET VALUE | 29,893.72 | (17,176.77) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **28,126.04** | **(17,807.42)** | **0.00** | **0.00** |
| **REVENUES** | **28,126.04** | **(17,807.42)** | **0.00** | **0.00** |
| **EXPENDITURES:** | | | | |
| 6810 - DEBT SERVICE PRINCIPAL | 0.00 | 410,000.00 | 425,000.00 | 440,000.00 |
| 6850 - DEBT SERVICE INTEREST | 227,700.00 | 219,500.00 | 202,800.00 | 185,500.00 |
| 6860 - FISCAL AGENT FEES | 960.83 | 1,025.00 | 1,000.00 | 1,000.00 |
| 6890 - DEBT SERVICE - OTHER CHARGES | 0.00 | 0.00 | 0.00 | 0.00 |
| **DEBT SERVICE** | **228,660.83** | **630,525.00** | **628,800.00** | **626,500.00** |
| **EXPENDITURES** | **228,660.83** | **630,525.00** | **628,800.00** | **626,500.00** |
| **OTHER FINANCING:** | | | | |
| 8010 - TRANSFER IN FROM GENERAL FUND | (534,425.00) | 0.00 | 0.00 | 0.00 |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | (636,977.00) | (666,000.00) | (668,500.00) |
| **TRANSFERS IN** | **(534,425.00)** | **(636,977.00)** | **(666,000.00)** | **(668,500.00)** |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **0.00** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **(534,425.00)** | **(636,977.00)** | **(666,000.00)** | **(668,500.00)** |
| **Total 03046 - 2020A GO TAX INCREMENT REV BON** | **(277,638.13)** | **(24,259.42)** | **(37,200.00)** | **(42,000.00)** |

**Fund: G.O. Tax Increment Revenue Bonds, Series 2022A**
**Issuance: $5,910,000**
**Maturity: February 1, 2041**

**Description of Services:**

The bond was issued for $10,000,000 and matures on February 01, 2041. $5,910,000 of the bond was issued to fund various public improvements including Highway 83 within the Tax Increment Financing District No. 18 (Canterbury Commons). $4,090,000 was issued for improvement projects related to 2020-2022 reconstructions projects, funded from the Capital Improvements Fund. The tax increment portion fully matures on February 1, 2041 and the improvement portion fully matures on February 1, 2033.

**Debt Totals by Year:**



# Company: 2022A GO TAX INCREMENT REV BON

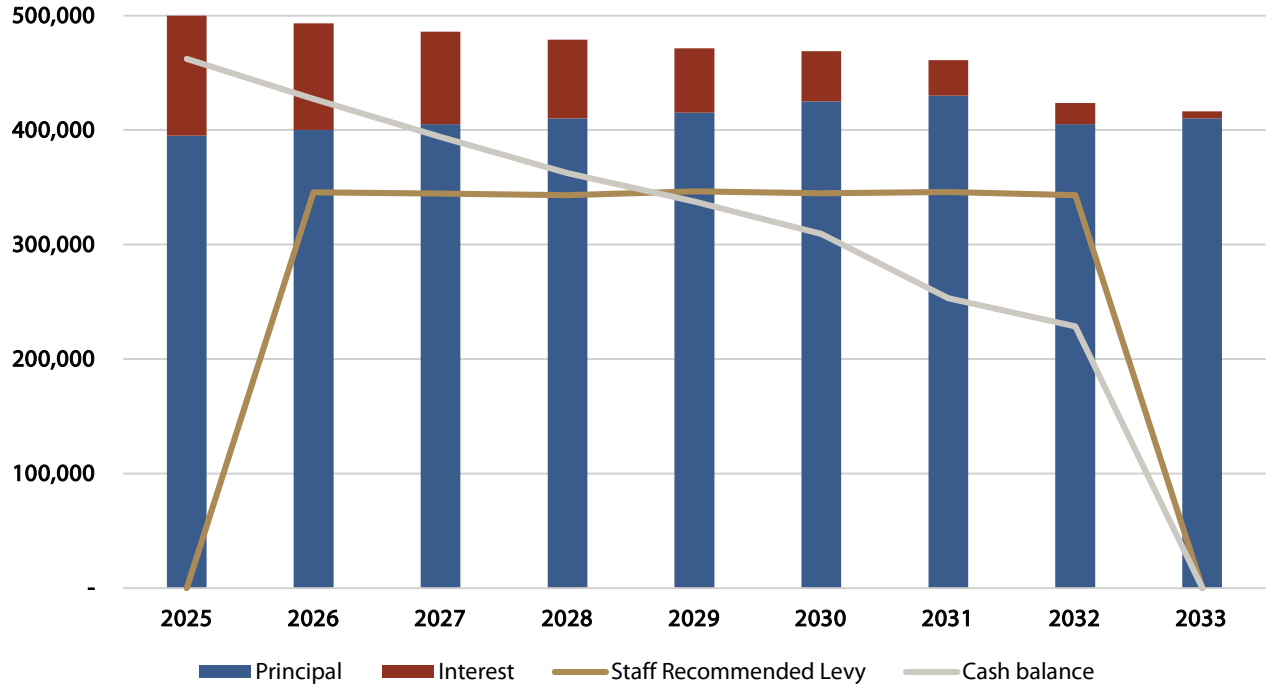
| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **03047 - 2022A GO TAX INCREMENT REV BON** | | | | |
| **REVENUES:** | | | | |
| 4833 - INTEREST | (80.51) | 2,627.30 | 0.00 | 0.00 |
| 4834 - CHANGE IN FAIR MARKET VALUE | 2,798.82 | (4,938.66) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **2,718.31** | **(2,311.36)** | **0.00** | **0.00** |
| **REVENUES** | **2,718.31** | **(2,311.36)** | **0.00** | **0.00** |
| **EXPENDITURES:** | | | | |
| 6810 - DEBT SERVICE PRINCIPAL | 0.00 | 0.00 | 75,000.00 | 80,000.00 |
| 6850 - DEBT SERVICE INTEREST | 0.00 | 212,760.00 | 176,200.00 | 173,900.00 |
| 6860 - FISCAL AGENT FEES | 460.83 | 820.50 | 1,000.00 | 1,000.00 |
| **DEBT SERVICE** | **460.83** | **213,580.50** | **252,200.00** | **254,900.00** |
| **EXPENDITURES** | **460.83** | **213,580.50** | **252,200.00** | **254,900.00** |
| **OTHER FINANCING:** | | | | |
| 8010 - TRANSFER IN FROM GENERAL FUND | (51,583.00) | 0.00 | 0.00 | 0.00 |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | (72,015.67) | (267,800.00) | (265,300.00) |
| **TRANSFERS IN** | **(51,583.00)** | **(72,015.67)** | **(267,800.00)** | **(265,300.00)** |
| **OTHER FINANCING** | **(51,583.00)** | **(72,015.67)** | **(267,800.00)** | **(265,300.00)** |
| **Total 03047 - 2022A GO TAX INCREMENT REV BON** | **(48,403.86)** | **139,253.47** | **(15,600.00)** | **(10,400.00)** |

**Fund: G.O. Improvement Bonds, Series 2022A**
**Issuance: $4,090,000**
**Maturity: February 1, 2033**

**Description of Services:**

The bond was issued for $10,000,000 and matures on February 01, 2041. $5,910,000 of the bond was issued to fund various public improvements including Highway 83 within the Tax Increment Financing District No. 18 (Canterbury Commons). $4,090,000 was issued for improvement projects related to 2020-2022 reconstructions projects, funded from the Capital Improvements Fund. The tax increment portion fully matures on February 1, 2041 and the improvement portion fully matures on February 1, 2033.

**Debt Totals by Year:**



# Company: 2022A GO IMPROVEMENT BONDS

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **03048 - 2022A GO IMPROVEMENT BONDS** | | | | |
| **REVENUES:** | | | | |
| 4011 - CURRENT PROPERTY TAX | 0.00 | (148,000.00) | (121,500.00) | 0.00 |
| **TAXES** | **0.00** | **(148,000.00)** | **(121,500.00)** | **0.00** |
| 4110 - SPECIAL ASSESSMENT PRINCIPAL | (33,631.13) | (39,198.54) | (117,200.00) | (87,300.00) |
| 4111 - SPECIAL ASSESSMENT INTEREST | (15,183.30) | (16,561.43) | (55,900.00) | (30,500.00) |
| 4112 - SPECIAL ASSESSMENT PENALTY & INTEREST | (97.58) | (145.83) | 0.00 | 0.00 |
| 4120 - SPECIAL ASSESSMENT PREPAYMENTS | (116,028.54) | (234,674.91) | 0.00 | 0.00 |
| **SPECIAL ASSESSMENT** | **(164,940.55)** | **(290,580.71)** | **(173,100.00)** | **(117,800.00)** |
| 4833 - INTEREST | (1,253.99) | (10,730.14) | 0.00 | 0.00 |
| 4834 - CHANGE IN FAIR MARKET VALUE | 11,774.61 | 6,239.31 | 0.00 | 0.00 |
| **MISCELLANEOUS** | **10,520.62** | **(4,490.83)** | **0.00** | **0.00** |
| **REVENUES** | **(154,419.93)** | **(443,071.54)** | **(294,600.00)** | **(117,800.00)** |
| **EXPENDITURES:** | | | | |
| 6810 - DEBT SERVICE PRINCIPAL | 0.00 | 0.00 | 395,000.00 | 395,000.00 |
| 6850 - DEBT SERVICE INTEREST | 0.00 | 147,240.00 | 116,800.00 | 104,900.00 |
| 6860 - FISCAL AGENT FEES | 0.00 | 204.50 | 1,000.00 | 1,000.00 |
| **DEBT SERVICE** | **0.00** | **147,444.50** | **512,800.00** | **500,900.00** |
| **EXPENDITURES** | **0.00** | **147,444.50** | **512,800.00** | **500,900.00** |
| **OTHER FINANCING:** | | | | |
| 8010 - TRANSFER IN FROM GENERAL FUND | (310,679.63) | (348,650.00) | 0.00 | 0.00 |
| **TRANSFERS IN** | **(310,679.63)** | **(348,650.00)** | **0.00** | **0.00** |
| **OTHER FINANCING** | **(310,679.63)** | **(348,650.00)** | **0.00** | **0.00** |
| **Total 03048 - 2022A GO IMPROVEMENT BONDS** | **(465,099.56)** | **(644,277.04)** | **218,200.00** | **383,100.00** |

# CAPITAL PROJECT FUND

Capital Project Funds are established to account for the construction of major capital facilities. Projects resources are a combination of several revenue sources such as bond proceeds, inter-fund transfers, intergovernmental revenue, grants, etc. These funds provide the means for administrators to ensure that designated revenues are appropriately utilized. The city releases a five year capital improvement plan each year.

## SUMMARY

| | PARK DEVELOPMENT | CAPITAL IMPROVEMENT FUND | TREE REPLACEMENT |
|---|---|---|---|
| TAXES | 0.00 | 1,200,000.00 | 0.00 |
| SPECIAL ASSESSMENTS | 0.00 | 484,100.00 | 0.00 |
| LICENSES AND PERMITS | 3,000,000.00 | 950,000.00 | 50,000.00 |
| INTERGOVERNMENTAL | 1,840,000.00 | 3,965,100.00 | 0.00 |
| MISCELLANEOUS | 865,500.00 | 257,000.00 | 5,100.00 |
| **TOTAL REVENUES** | **5,705,500.00** | **6,856,200.00** | **55,100.00** |
| CONSERVATION AND NATURAL RESOURCES | 0.00 | 0.00 | (50,000.00) |
| CAPITAL OUTLAY | (9,261,000.00) | (14,098,400.00) | 0.00 |
| **TOTAL EXPENDITURES** | **(9,261,000.00)** | **(14,098,400.00)** | **(50,000.00)** |
| TRANSFERS IN | 0.00 | 1,342,000.00 | 0.00 |
| TRANSFERS OUT | 0.00 | 0.00 | (33,000.00) |
| **TOTAL OTHER FINANCING** | **0.00** | **1,342,000.00** | **(33,000.00)** |
| **EXCESS (DEFICIENCY) OF REV. OVER EXP.** | **(3,555,500.00)** | **(5,900,200.00)** | **(27,900.00)** |
| **FUND BALANCE, JANUARY 1** | **5,131,663.00** | **9,658,630.00** | **256,092.00** |
| **FUND BALANCE, DECEMBER 31** | **1,576,163.00** | **3,758,430.00** | **228,192.00** |

| Total |
|---|
| 1,200,000.00 |
| 484,100.00 |
| 4,000,000.00 |
| 5,805,100.00 |
| 1,127,600.00 |
| **12,616,800.00** |
| (50,000.00) |
| (23,359,400.00) |
| **(23,409,400.00)** |
| 1,342,000.00 |
| (33,000.00) |
| **1,309,000.00** |
| **(9,483,600.00)** |
| **15,046,385.00** |
| **5,562,785.00** |

## Fund: Park Development Fund

**Description of Services:**

The Park Development Fund provides for the acquisition and improvements for all City Parks. The Planning & Development Division provides community outreach and initial designs and then works with the designers and a Construction Manager in cooperation with Public Works/Parks and Engineering on construction. The Parks & Recreation Department handles programming of parks.

**Accomplishments:**

- ✓ Windermere Neighborhood Park was completed including the installation of a one-of-a-kind viewing tower.
- ✓ Signage started on for Vierling Greenway and new city parks.
- ✓ The city received a Congressional appropriate of $750,000 towards the construction of the cultural corridor, a partnership between the Scott County Historical Society, Three Rivers Park District, MNDNR and the SMSC. The preliminary design plans were completed by the 106 Group and construction is scheduled to begin for 2025.
- ✓ Jackson Commons has begun construction of pedestrian and bike features. The playground will be installed in spring 2025. Scott Soil and Water Conservation District will seed the park in winter 20204 and trees will be planted in fall of 2025.
- ✓ Construction was completed at SandVenture for opening in 20205 and Tommy's Malt Shop opened in the building in October 2024
- ✓ Scenic Heights's Pickleball Courts were completed, and a new fitness Court was installed adjacent to the Vierling Greenway.
- ✓ Wayfinding signage was installed along with Veirling Greenway with additional signs to be installed in 2025 and landscaping and benches to be installed in 2025 along the trail.
- ✓ Memorial Park was seeded with native grasses and flowers and the former Chamber of Commerce, restrooms and the eastern shelter were removed. Those areas are now seeded and will blend with the rest of the park.
- ✓ Contract was awarded for design work for the Schroeder House and Livery, both of which were listed on the National Register of Historic Places.
- ✓ The Disc Golf Source in Lion's Park was upgraded and redesigned including a new mandatory obstacle.

**Goals/Challenges:**

- Ongoing cost of projects and that the majority of funding for new parks and major improvements are funded by new development.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Projects | 7 | 13 | 10 | 10 |
| Park Dedication Collected | 3,265,094 | $3,790,800 | $2,000,000 | 3,000,000 |
| Number of Park Facilities | 39 | 41 | 45 | 46 |

**Capital Improvement Plan:**

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: PARK DEVELOPMENT

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **04020 - PARK DEVELOPMENT** | | | | |
| **REVENUES:** | | | | |
| 4295 - PARK DEDICATION FEE | (3,265,094.00) | (3,790,800.00) | (2,000,000.00) | (3,000,000.00) |
| **LICENSES AND PERMITS** | **(3,265,094.00)** | **(3,790,800.00)** | **(2,000,000.00)** | **(3,000,000.00)** |
| 4450 - STATE GRANTS & AIDS | (25,000.00) | 0.00 | (1,140,000.00) | (1,840,000.00) |
| 4482 - COUNTY GRANTS/AIDS | (2,557.49) | (102.33) | 0.00 | 0.00 |
| 4490 - OTHER GRANTS/AIDS | 0.00 | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **(27,557.49)** | **(102.33)** | **(1,140,000.00)** | **(1,840,000.00)** |
| 4511 - ADMINISTRATIVE CHARGES | (50,000.00) | 0.00 | 0.00 | 0.00 |
| 4810 - CONCESSION STANDS | (2,794.82) | (3,148.35) | 0.00 | 0.00 |
| **CHARGES FOR SERVICES** | **(52,794.82)** | **(3,148.35)** | **0.00** | **0.00** |
| 4833 - INTEREST | (77,884.59) | (171,059.24) | (152,600.00) | (115,500.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 349,823.76 | (164,340.59) | 0.00 | 0.00 |
| 4845 - CONTRIBUTIONS/DONATIONS | (23,133.12) | (133,327.28) | (750,000.00) | (750,000.00) |
| 4850 - MISCELLANEOUS | (1,654.00) | (1,147.04) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **247,152.05** | **(469,874.15)** | **(902,600.00)** | **(865,500.00)** |
| **REVENUES** | **(3,098,294.26)** | **(4,263,924.83)** | **(4,042,600.00)** | **(5,705,500.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 167.74 | 1,018.94 | 0.00 | 0.00 |
| 6215 - MATERIALS | 704.55 | 151,142.75 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 0.00 | 1,447.50 | 0.00 | 0.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 2,806.89 | 192,213.27 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 205,129.67 | 983,508.74 | 0.00 | 0.00 |
| 6365 - GAS | 127.68 | 119.32 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **208,936.53** | **1,329,450.52** | **0.00** | **0.00** |
| 6620 - PROPERTY TAX/SPECIAL ASSESS | 16,338.00 | 0.00 | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **16,338.00** | **0.00** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 9,579.27 | 33,864.69 | 0.00 | 0.00 |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 810,498.81 | 1,426,027.37 | 11,551,000.00 | 9,261,000.00 |
| **CAPITAL OUTLAY** | **820,078.08** | **1,459,892.06** | **11,551,000.00** | **9,261,000.00** |
| **EXPENDITURES** | **1,045,352.61** | **2,789,342.58** | **11,551,000.00** | **9,261,000.00** |
| **OTHER FINANCING:** | | | | |
| 8015 - TRANSFER IN FROM IS FUND | 0.00 | (280,000.00) | (40,000.00) | 0.00 |
| **TRANSFERS IN** | **0.00** | **(280,000.00)** | **(40,000.00)** | **0.00** |
| **OTHER FINANCING** | **0.00** | **(280,000.00)** | **(40,000.00)** | **0.00** |
| **Total 04020 - PARK DEVELOPMENT** | **(2,052,941.65)** | **(1,754,582.25)** | **7,468,400.00** | **3,555,500.00** |

## Fund: Capital Improvement Fund

**Description of Services:**

The Capital Improvement Fund is for the various infrastructure projects in the City. These services are overseen by the City Engineer with the assistance of other staff as required.

**Accomplishments:**

- ✓ Completed construction of the Eagle Creek Boulevard and Vierling Drive roundabout improvements. The project was completed in under 3 months, opening prior to the school year, and under the approved budget.
- ✓ Partnered with Scott County to complete intersection improvements at the CR101/Shenandoah Drive, CR83/Valleyview Drive and CR69/CR78 intersections.
- ✓ Began the first phase of a 4-year Downtown Improvement Project, which includes replacing deteriorating streetlights, crumbling brick pavers and diseased trees along with constructing an ADA accessible sidewalk system.
- ✓ Rehabilitated over 10 miles of roadways city-wide (6% of total city-owned roadways)

**Goals/Challenges:**

- Infrastructure costs continue to rise, increasing the cost of annual pavement management.
- New growth requires an infrastructure network designed to support the increased traffic. The city must balance the cost of maintaining the existing infrastructure with the need to provide additional capacity system-wide.
- The city continues to research and develop procedures and systems to extend the life of roadways. Lower cost proactive maintenance saves the need to spend more money reconstructing infrastructure before it is needed.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Number of Projects | 5 | 6 | 7 | 7 |
| Total Overlay Projects | $74,764 | $2,355,127 | $5,490,000 | $3,220,000 |
| Total Reconstruction/Rehab Projects | $2,696,465 | $2,123,055 | $335,000 | $5,995,400 |
| Other Projects | $2,078,863 | $5,761,033 | $2,737,000 | $4,883,000 |

**Capital Improvement Plan:**

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: CAPITAL IMPROVEMENT FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **04021 - CAPITAL IMPROVEMENT FUND** | | | | |
| **REVENUES:** | | | | |
| 4011 - CURRENT PROPERTY TAX | (700,000.00) | (700,000.00) | (700,000.00) | (1,200,000.00) |
| 4204 - UTILITY FRANCHISE FEE | (1,277,627.02) | (1,175,139.17) | (900,000.00) | (950,000.00) |
| **TAXES** | **(1,977,627.02)** | **(1,875,139.17)** | **(1,600,000.00)** | **(2,150,000.00)** |
| 4110 - SPECIAL ASSESSMENT PRINCIPAL | (439,482.13) | (419,389.71) | (350,000.00) | (350,000.00) |
| 4111 - SPECIAL ASSESSMENT INTEREST | (77,195.23) | (52,984.69) | 0.00 | 0.00 |
| 4112 - SPECIAL ASSESSMENT PENALTY & INTEREST | (8,075.28) | (5,536.33) | 0.00 | 0.00 |
| 4120 - SPECIAL ASSESSMENT PREPAYMENTS | (127,682.67) | (487,411.29) | (333,622.00) | (134,100.00) |
| **SPECIAL ASSESSMENT** | **(652,435.31)** | **(965,322.02)** | **(683,622.00)** | **(484,100.00)** |
| 4410 - FEDERAL GRANTS | (144,355.00) | 0.00 | 0.00 | (1,975,300.00) |
| 4450 - STATE GRANTS & AIDS | 0.00 | 0.00 | 0.00 | 0.00 |
| 4461 - STATE AID - CONSTRUCTION | (3,212,031.15) | (4,792,058.37) | (1,869,700.00) | (1,989,800.00) |
| 4490 - OTHER GRANTS/AIDS | 0.00 | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **(3,356,386.15)** | **(4,792,058.37)** | **(1,869,700.00)** | **(3,965,100.00)** |
| 4833 - INTEREST | (120,580.88) | (223,512.12) | (106,600.00) | (185,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 634,602.50 | (417,962.47) | 0.00 | 0.00 |
| 4845 - CONTRIBUTIONS/DONATIONS | (368,885.82) | 0.00 | (112,500.00) | (72,000.00) |
| 4850 - MISCELLANEOUS | (10,556.96) | (184,825.67) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **134,578.84** | **(826,300.26)** | **(219,100.00)** | **(257,000.00)** |
| **REVENUES** | **(5,851,869.64)** | **(8,458,819.82)** | **(4,372,422.00)** | **(6,856,200.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 148.62 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 999.90 | 1,897.50 | 0.00 | 0.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 63,823.20 | 523,729.23 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 29,263.95 | 10,053.10 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **94,087.05** | **535,828.45** | **0.00** | **0.00** |
| 6660 - BANK FEES- NSF FEE | 585.66 | 0.00 | 0.00 | 0.00 |
| **MISCELLANEOUS EXPENSE** | **585.66** | **0.00** | **0.00** | **0.00** |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 4,755,419.06 | 9,703,385.79 | 8,562,000.00 | 14,098,400.00 |
| **CAPITAL OUTLAY** | **4,755,419.06** | **9,703,385.79** | **8,562,000.00** | **14,098,400.00** |
| **EXPENDITURES** | **4,850,091.77** | **10,239,214.24** | **8,562,000.00** | **14,098,400.00** |
| **OTHER FINANCING:** | | | | |
| 8010 - TRANSFER IN FROM GENERAL FUND | 0.00 | (3,700,000.00) | 0.00 | 0.00 |
| 8013 - TRANSFER IN FROM ENTERPR FUND | 0.00 | 0.00 | (87,000.00) | (1,309,000.00) |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | 0.00 | (1,698,192.00) | (33,000.00) |
| **TRANSFERS IN** | **0.00** | **(3,700,000.00)** | **(1,785,192.00)** | **(1,342,000.00)** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| 8054 - TRANSFER OUT TO DEBT FUNDS | 84,679.63 | 0.00 | 0.00 | 0.00 |
| **TRANSERS OUT** | **84,679.63** | **0.00** | **0.00** | **0.00** |
| 4961 - PROCEEDS OF LONG-TERM DEBT | (4,090,000.00) | 0.00 | 0.00 | 0.00 |
| 4968 - PREMIUM ON BOND ISSUANCE | (112,398.65) | 0.00 | 0.00 | 0.00 |
| 4969 - DISCOUNT ON BOND ISSUANCE | 33,310.49 | 0.00 | 0.00 | 0.00 |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **(4,169,088.16)** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **(4,084,408.53)** | **(3,700,000.00)** | **(1,785,192.00)** | **(1,342,000.00)** |
| **Total 04021 - CAPITAL IMPROVEMENT FUND** | **(5,086,186.40)** | **(1,919,605.58)** | **2,404,386.00** | **5,900,200.00** |

## Fund: Tree Replacement Fund

**Description of Services:**

The Tree Replacement fund accounts for tree replacement along major corridors throughout the City. Trees provide beautification, shade and water quality and quantity benefits.

**Accomplishments:**

- ✓ Replaced ash trees with 23 different species of trees to create a more diverse urban forest.

**Goals/Challenges:**

- Shakopee's ash trees remain under attack. The first case of emerald ash borer was confirmed in 2021. The city's tree stock is such a significant and valuable resource. Replacing these trees is important to maintain the city's urban forest. Shakopee has received the "Tree City USA" designation for the past 15 years for the city's efforts and commitment to its urban forest management.
- Plant a diverse variety of trees to create a more sustainable urban forest that is more resilient to impacts from pests and disease.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Trees Planted | 222 | 216 | 237 | 250 |
| Trees Sold at Tree Sale | 78 | 94 | 83 | 100 |

**Capital Improvement Plan:**

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: TREE REPLACEMENT

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **04400 - TREE REPLACEMENT** | | | | |
| **REVENUES:** | | | | |
| 4295 - PARK DEDICATION FEE | 0.00 | 0.00 | (50,000.00) | (50,000.00) |
| **LICENSES AND PERMITS** | **0.00** | **0.00** | **(50,000.00)** | **(50,000.00)** |
| 4490 - OTHER GRANTS/AIDS | 0.00 | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **0.00** | **0.00** | **0.00** | **0.00** |
| 4683 - NATURAL RESOURCE PLANTINGS | (2,910.00) | (3,725.00) | 0.00 | 0.00 |
| **CHARGES FOR SERVICES** | **(2,910.00)** | **(3,725.00)** | **0.00** | **0.00** |
| 4821 - FINES & FORFEITS | (293,600.00) | (34,800.00) | 0.00 | 0.00 |
| **FINES & FORFEITS** | **(293,600.00)** | **(34,800.00)** | **0.00** | **0.00** |
| 4833 - INTEREST | (2,492.33) | (7,688.81) | 0.00 | (5,100.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 18,433.76 | (10,628.80) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **15,941.43** | **(18,317.61)** | **0.00** | **(5,100.00)** |
| **REVENUES** | **(280,568.57)** | **(56,842.61)** | **(50,000.00)** | **(55,100.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6215 - MATERIALS | 36,726.50 | 43,040.00 | 50,000.00 | 50,000.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **36,726.50** | **43,040.00** | **50,000.00** | **50,000.00** |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 0.00 | 1,564.20 | 0.00 | 0.00 |
| **CAPITAL OUTLAY** | **0.00** | **1,564.20** | **0.00** | **0.00** |
| **EXPENDITURES** | **36,726.50** | **44,604.20** | **50,000.00** | **50,000.00** |
| **OTHER FINANCING:** | | | | |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| 8056 - TRANSFER OUT TO CAPITAL FUNDS | 0.00 | 0.00 | 82,000.00 | 33,000.00 |
| **TRANSERS OUT** | **0.00** | **0.00** | **82,000.00** | **33,000.00** |
| **OTHER FINANCING** | **0.00** | **0.00** | **82,000.00** | **33,000.00** |
| **Total 04400 - TREE REPLACEMENT** | **(243,842.07)** | **(12,238.41)** | **82,000.00** | **27,900.00** |

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## ENTERPRISE FUNDS

The Enterprise Funds are maintained to account for the operation of the sanitary sewer, storm drainage systems and refuse.

Since the operation of these systems is financed by user charges and are self-supporting, they are accounted for in a manner similar to private business.

The intent of the City Council is to have a cash balance to provide for six to twelve months operating costs, annual debt service requirements and at least ten percent of accumulated depreciation to provide for capital outlay. The city reviews fees annually to determine appropriate revenue levels.

### SUMMARY

| | SEWER FUND | SURFACE WATER FUND | REFUSE FUND | TOTAL |
|---|---|---|---|---|
| **REVENUES:** | | | | |
| OPERATING REVENUES | $4,865,500 | $1,390,500 | $90,000 | $6,346,000 |
| **EXPENSES:** | | | | |
| OPERATING EXPENSES | 4,111,000 | 1,192,850 | 0 | 5,303,850 |
| DEPRECIATION | 976,400 | 1,143,000 | 0 | 2,119,400 |
| **OPERATING INCOME (LOSS)** | **(221,900)** | **(945,350)** | **90,000** | **(1,077,250)** |
| NON-OPERATING INCOME | 129,000 | 346,000 | 0 | 475,000 |
| NON-OPERATING EXPENSES | (696,000) | (1,552,750) | 0 | (2,248,750) |
| **NET INCOME (LOSS) BEFORE TRANSFER** | **(788,900)** | **(2,152,100)** | **90,000** | **(2,851,000)** |
| CAPITAL CONTRIBUTION | 0 | 3,000 | 0 | 3,000 |
| TRANSFERS IN | 0 | 0 | 0 | 0 |
| TRANSFERS OUT | (524,000) | (1,185,000) | 0 | (1,709,000) |
| **NET INCOME (LOSS)** | **(1,312,900)** | **(3,334,100)** | **90,000** | **(4,557,000)** |

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## Fund: Sewer

**Description of Services:**

Activity in this fund reflects the operations of the Municipal Sanitary Sewer System. This includes repairing and maintaining sanitary sewer lines, manhole rehabilitation/replacement, respond to Gopher State One Call locates, and GIS/GPS hardware and software.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Foreperson (PW) | 0.5 | 0.5 | 0.5 | 0.5 |
| Maintenance Operator | 3 | 3 | 3 | 3 |
| **Total** | **3.5** | **3.5** | **3.5** | **3.5** |

**Accomplishments:**

- Installation of a SCADA system throughout the city is being completed. This will help the City to better safeguard against potential blockage.
- Southbridge lift station rehabilitation.
- 2 new lift stations – Maras/Hansen and West End.

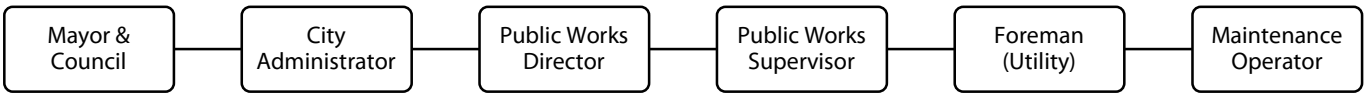
**Goals/Challenges:**

- Metropolitan Council Environmental Service's (MCES) fees are passed on to customers and the city has no influence in those fees.
- Pipes often become clogged with grease buildup and debris that shouldn't have been flushed down the toilet. City crews systematically clean the sewer conveyance system to minimize blockages and backups, and crews perform other general inspections to ensure all is flowing clean and unrestricted.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Manholes Repaired | 77 | 157 | 90 | 90 |
| Jetted (LF) | 123,956 | 369,921 | 240,494 | 275,000 |
| Miles of Sewer | 148.3 | 155.4 | 160 | 165 |
| # of Lift Stations | 3 | 3 | 4 | 4 |
| MCES Treatment Cost (% of Expenditures) | 77.5% | 45.5% | 46.3% | 46% |

**Organization Chart:**




**Capital Improvement Plan:**

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: SEWER FUND

| OBJECT ACCOUNT | ACTUAL 2022 | ACTUAL 2023 | BUDGET 2024 | REQUESTED BUDGET 2025 |
|---|---|---|---|---|
| **07100 - SEWER FUND** | | | | |
| REVENUES: | | | | |
| 4110 - SPECIAL ASSESSMENT PRINCIPAL | (21,428.60) | (17,742.79) | 0.00 | 0.00 |
| 4111 - SPECIAL ASSESSMENT INTEREST | (5,808.64) | (4,011.89) | 0.00 | 0.00 |
| 4112 - SPECIAL ASSESSMENT PENALTY & INTEREST | (48.35) | (210.31) | 0.00 | 0.00 |
| 4120 - SPECIAL ASSESSMENT PREPAYMENTS | (14,504.60) | 0.00 | 0.00 | 0.00 |
| **SPECIAL ASSESSMENT** | **(41,790.19)** | **(21,964.99)** | **0.00** | **0.00** |
| 4450 - STATE GRANTS & AIDS | (671.97) | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **(671.97)** | **0.00** | **0.00** | **0.00** |
| 4721 - SEWER CHARGES | (4,312,588.20) | (4,689,226.87) | (4,451,200.00) | (4,820,500.00) |
| 4723 - METRO SAC CHARGES | (16,127.65) | (19,954.55) | (25,100.00) | (20,000.00) |
| 4725 - CITY SAC CHARGES | (446,621.00) | (432,209.00) | (25,000.00) | (25,000.00) |
| 4735 - TRUNK CHARGE - SANITARY | (346,609.89) | (211,540.19) | 0.00 | 0.00 |
| **CHARGES FOR SERVICES** | **(5,121,946.74)** | **(5,352,930.61)** | **(4,501,300.00)** | **(4,865,500.00)** |
| **FINES & FORFEITS** | **0.00** | **0.00** | **0.00** | **0.00** |
| 4833 - INTEREST | (107,375.50) | (116,839.76) | (111,500.00) | (129,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 247,009.76 | (97,932.55) | 0.00 | 0.00 |
| 4530 - ANTENNA RENTAL | (2,520.00) | (2,646.00) | 0.00 | 0.00 |
| 4850 - MISCELLANEOUS | (3,381.10) | (2,134.07) | 0.00 | 0.00 |
| **MISCELLANEOUS** | **133,733.16** | **(219,552.38)** | **(111,500.00)** | **(129,000.00)** |
| 4971 - CAPITAL CONTRIBUTIONS | (1,716,782.86) | (1,787,449.38) | 0.00 | 0.00 |
| **REVENUES** | **(6,747,458.60)** | **(7,381,897.36)** | **(4,612,800.00)** | **(4,994,500.00)** |
| EXPENDITURES: | | | | |
| 6002 - WAGES | 276,722.05 | 363,099.47 | 289,800.00 | 354,200.00 |
| 6005 - OVERTIME-FT | 8,905.75 | 4,940.40 | 7,500.00 | 7,500.00 |
| 6015 - WAGES - PART TIME/TEMP | 7,881.90 | 7,578.45 | 19,000.00 | 19,500.00 |
| **WAGES** | **293,509.70** | **375,618.32** | **316,300.00** | **381,200.00** |
| 6122 - PERA | 21,410.84 | 27,420.71 | 22,300.00 | 27,100.00 |
| 6124 - FICA | 20,383.85 | 26,328.73 | 24,100.00 | 29,100.00 |
| 6135 - HEALTH | 41,602.56 | 47,718.86 | 31,000.00 | 54,900.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 1,856.50 | 2,624.97 | 1,100.00 | 1,600.00 |
| 6140 - LIFE/LTD | 807.40 | 951.90 | 400.00 | 700.00 |
| 6145 - DENTAL | 1,439.71 | 1,847.51 | 1,100.00 | 1,600.00 |
| 6170 - WORKERS COMPENSATION | 16,497.35 | 23,456.66 | 14,900.00 | 21,600.00 |
| 6180 - COMPENSATED ABSENCES | 4,438.19 | 4,057.12 | 2,800.00 | 4,400.00 |
| 6185 - OPEB | 3,451.00 | (2,141.00) | 0.00 | 0.00 |
| 6186 - PENSION EXPENSE | 32,191.00 | 64,052.00 | 0.00 | 0.00 |
| **BENEFITS** | **144,078.40** | **196,317.46** | **97,700.00** | **141,000.00** |
| **WAGES & BENEFITS** | **437,588.10** | **571,935.78** | **414,000.00** | **522,200.00** |
| 6202 - SUPPLIES | 29,136.91 | 25,575.54 | 31,100.00 | 31,000.00 |
| 6212 - UNIFORMS/CLOTHING | 3,109.20 | 5,387.80 | 5,000.00 | 5,000.00 |
| 6213 - MEETINGS | 477.55 | 384.38 | 350.00 | 400.00 |
| 6215 - MATERIALS | 7,298.25 | 70.10 | 7,500.00 | 7,5 |

# Company: SEWER FUND

| OBJECT ACCOUNT | ACTUAL 2022 | ACTUAL 2023 | BUDGET 2024 | REQUESTED BUDGET 2025 |
|---|---|---|---|---|
| 6222 - FUEL | 11,146.85 | 13,182.77 | 10,000.00 | 13,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 13,966.52 | 20,863.50 | 26,000.00 | 26,000.00 |
| 6310 - ATTORNEY | 385.00 | 0.00 | 1,000.00 | 1,000.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 4,910.25 | 1,903.50 | 20,000.00 | 20,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 545.23 | 0.00 | 1,000.00 |
| 6327 - PROFESSIONAL SERVICES | 153,670.19 | 164,721.57 | 199,000.00 | 199,000.00 |
| 6332 - POSTAGE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6334 - TELEPHONE | 1,052.49 | 1,029.07 | 1,700.00 | 1,700.00 |
| 6336 - PRINTING/PUBLISHING | 1,313.05 | 649.33 | 1,000.00 | 1,000.00 |
| 6339 - CABLE/INTERNET | 420.12 | 1,758.94 | 500.00 | 1,500.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 47,800.00 | 45,300.00 | 45,300.00 | 35,400.00 |
| 6362 - ELECTRIC | 33,494.81 | 35,730.38 | 26,000.00 | 35,000.00 |
| 6364 - WATER | 92.17 | 88.98 | 500.00 | 100.00 |
| 6366 - SEWER | 58.29 | 49.93 | 0.00 | 100.00 |
| 6369 - MET COUNCIL SEWER DISPOSAL CHARGE | 2,612,739.12 | 2,651,598.00 | 2,627,730.00 | 3,168,900.00 |
| 6410 - SOFTWARE | 0.00 | 64.80 | 3,700.00 | 0.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 8,799.96 | 7,299.96 | 6,700.00 | 6,600.00 |
| 6430 - BUILDING RENT (IS FUND) | 23,300.04 | 24,300.00 | 24,200.00 | 26,900.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 7,276.55 | 6,900.19 | 7,000.00 | 7,000.00 |
| 6480 - DUES | 277.50 | 311.50 | 500.00 | 500.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 116.46 | 125.51 | 200.00 | 200.00 |
| **SUPPLIES AND SERVICES** | **2,960,841.28** | **3,007,840.98** | **3,044,980.00** | **3,588,800.00** |
| 6502 - DEPRECIATION EXPENSE | 933,170.52 | 976,276.08 | 976,400.00 | 976,400.00 |
| **DEPRECIATION** | **933,170.52** | **976,276.08** | **976,400.00** | **976,400.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 67,271.69 | 45,774.53 | 1,240,000.00 | 696,000.00 |
| **CAPITAL OUTLAY** | **67,271.69** | **45,774.53** | **1,240,000.00** | **696,000.00** |
| **EXPENDITURES** | **4,398,871.59** | **4,601,827.37** | **5,675,380.00** | **5,783,400.00** |
| OTHER FINANCING: | | | | |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 200,000.00 | 200,000.00 | 200,000.00 | 200,000.00 |
| 8056 - TRANSFER OUT TO CAPITAL FUNDS | 0.00 | 0.00 | 62,000.00 | 324,000.00 |
| **TRANSERS OUT** | **200,000.00** | **200,000.00** | **262,000.00** | **524,000.00** |
| 8101 - PROCEEDS CAPITAL ASSET SALES | (8,000.00) | 0.00 | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **(8,000.00)** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **192,000.00** | **200,000.00** | **262,000.00** | **524,000.00** |
| **Total 07100 - SEWER FUND** | **(2,156,587.01)** | **(2,580,069.99)** | **1,324,580.00** | **1,312,900.00** |

## Fund: Surface Water

**Description of Services:**

The Public Works Department operates and maintains the surface water system for the City of Shakopee which includes 157 miles of storm sewer and 203 public constructed ponds. Services also include implementing of the city's Surface Water Management Plan, managing the City's MS4 program, respond to Gopher State One Call locates and implementing stormwater and erosion control projects.

**Employees:**

| | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| Foreperson (PW) | 0.5 | 0.5 | 0.5 | 0.5 |
| Maintenance Operator | 2 | 2 | 2 | 2 |
| Environmental Engineer | 0.8 | 0.8 | 0.6 | 0.6 |
| Water Resource Technician | 0 | 0 | 0.2 | 0.2 |
| **Total** | **3.3** | **3.3** | **3.3** | **3.3** |

**Accomplishments:**

- ✓ The city has a permit which expires in 2025 through MPCA's National Pollution Discharge Elimination System (NPDES) called the MS4 permit. This permit allows us to discharge stormwater from the city into downstream water bodies (e.g., the Minnesota River).
- ✓ The permit requires the city to establish a comprehensive stormwater management program that includes education and outreach, public participation and involvement, illicit discharge detection and elimination, construction site runoff control, post-construction management, and pollution prevention/good housekeeping.

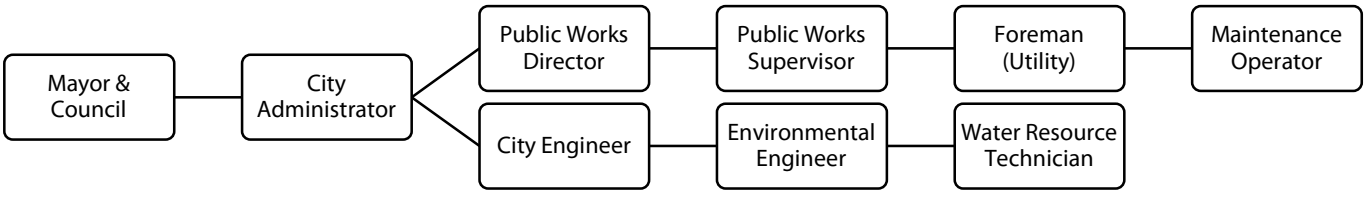
**Goals/Challenges:**

- Many unfunded mandates of the Clean Water and Wetland Conservation Acts and the many overlapping jurisdictional authorities from three different watershed districts within the city, Minnesota Board of Water and Soil Resources, Army Corps of Engineers, Minnesota Department of Natural Resources, Minnesota Pollution Control Agency (MPCA), Scott County, and the Minnesota Department of Transportation
- The number of ponds and wetlands continues to increase as the city develops and more area is annexed into the City.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Sweeping Annual Cost | $117,808 | $156,847 | $168,000 | $172,500 |
| Catch Basins Repaired | 108 | 34 | 40 | 40 |
| Ponds Inspected | 75 | 84 | 94 | 62 |
| Number of Ponds (Public & Private) | 404 | 415 | 441 | 445 |
| Acres of Wetlands | 2220 | 2228 | 2228 | 2228 |

**Organization Chart:**



**Capital Improvement Plan:**

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: SURFACE WATER FUND

| OBJECT ACCOUNT | ACTUAL 2022 | ACTUAL 2023 | BUDGET 2024 | REQUESTED BUDGET 2025 |
|---|---|---|---|---|
| **07300 - SURFACE WATER FUND** | | | | |
| REVENUES: | | | | |
| 4110 - SPECIAL ASSESSMENT PRINCIPAL | 0.00 | 0.00 | (3,000.00) | (3,000.00) |
| 4112 - SPECIAL ASSESSMENT PENALTY & INTEREST | 0.00 | (58.27) | 0.00 | 0.00 |
| 4113 - CERTIFIED UNPAID FEES- STORM | (2,781.24) | (3,675.70) | 0.00 | 0.00 |
| **SPECIAL ASSESSMENT** | **(2,781.24)** | **(3,733.97)** | **(3,000.00)** | **(3,000.00)** |
| 4450 - STATE GRANTS & AIDS | (1,052.15) | 0.00 | 0.00 | 0.00 |
| 4482 - COUNTY GRANTS/AIDS | (36,000.00) | (81,409.00) | 0.00 | 0.00 |
| 4490 - OTHER GRANTS/AIDS | (25,000.00) | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **(62,052.15)** | **(81,409.00)** | **0.00** | **0.00** |
| 4680 - MISC PUBLIC WORKS | (22,000.00) | (22,000.00) | (21,000.00) | (21,000.00) |
| 4745 - STORM CHARGES | (1,296,434.22) | (1,350,796.31) | (1,375,000.00) | (1,390,500.00) |
| 4746 - TRUNK CHARGE - STORM | (779,941.55) | (497,509.40) | (100,000.00) | (100,000.00) |
| **CHARGES FOR SERVICES** | **(2,098,375.77)** | **(1,870,305.71)** | **(1,496,000.00)** | **(1,511,500.00)** |
| 4833 - INTEREST | (154,449.55) | (283,003.28) | (215,000.00) | (225,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 663,259.99 | (382,490.80) | 0.00 | 0.00 |
| 4850 - MISCELLANEOUS | (82,308.02) | (80,725.30) | (222,000.00) | 0.00 |
| **MISCELLANEOUS** | **426,502.42** | **(746,219.38)** | **(437,000.00)** | **(225,000.00)** |
| 4971 - CAPITAL CONTRIBUTIONS | (2,404,444.37) | (2,556,962.07) | 0.00 | 0.00 |
| **REVENUES** | **(4,141,151.11)** | **(5,258,630.13)** | **(1,936,000.00)** | **(1,739,500.00)** |
| EXPENDITURES: | | | | |
| 6002 - WAGES | 401,979.71 | 424,545.39 | 512,800.00 | 550,500.00 |
| 6005 - OVERTIME-FT | 4,040.73 | 3,591.98 | 6,000.00 | 6,000.00 |
| 6015 - WAGES - PART TIME/TEMP | 27,562.79 | 35,234.18 | 40,800.00 | 36,200.00 |
| 6017 - OVERTIME-PART TIME/TEMP | 0.00 | 0.00 | 0.00 | 0.00 |
| **WAGES** | **433,583.23** | **463,371.55** | **559,600.00** | **592,700.00** |
| 6122 - PERA | 30,436.80 | 31,730.75 | 38,900.00 | 41,700.00 |
| 6124 - FICA | 30,504.36 | 33,187.14 | 42,700.00 | 45,200.00 |
| 6135 - HEALTH | 63,847.92 | 54,037.82 | 62,900.00 | 56,100.00 |
| 6139 - POST EMPLOYMENT HEALTH PLAN | 2,655.17 | 2,538.99 | 1,600.00 | 1,600.00 |
| 6140 - LIFE/LTD | 1,071.37 | 1,196.80 | 700.00 | 700.00 |
| 6145 - DENTAL | 2,207.53 | 1,894.12 | 1,600.00 | 1,600.00 |
| 6170 - WORKERS COMPENSATION | 24,827.84 | 27,733.53 | 21,100.00 | 22,600.00 |
| 6180 - COMPENSATED ABSENCES | 4,627.29 | (5,030.17) | 4,100.00 | 4,700.00 |
| 6185 - OPEB | 3,451.00 | (2,141.00) | 0.00 | 0.00 |
| 6186 - PENSION EXPENSE | 20,946.00 | 18,715.00 | 0.00 | 0.00 |
| **BENEFITS** | **184,575.28** | **163,862.98** | **173,600.00** | **174,200.00** |
| **WAGES & BENEFITS** | **618,158.51** | **627,234.53** | **733,200.00** | **766,900.00** |
| 6202 - SUPPLIES | 24,985.29 | 29,296.96 | 49,500.00 | 49,500.00 |
| 6212 - UNIFORMS/CLOTHING | 3,510.15 | 1,970.96 | 6,500.00 | 6,500.00 |
| 6213 - MEETINGS | 427.56 | 287.32 | 300.00 | 350.00 |
| 6215 - MATERIALS | 14,363.55 | 933.14 | 21,000.00 | 21,000.00 |
| 6222 - FUEL | 34,654.33 | 25,002.88 | 34,800.00 | 34,4[illegible] |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 50,528.85 | 68,110.70 | 48,000.00 | 48,[illegible] |

# Company: SURFACE WATER FUND

| OBJECT ACCOUNT | ACTUAL 2022 | ACTUAL 2023 | BUDGET 2024 | REQUESTED BUDGET 2025 |
|---|---|---|---|---|
| 6310 - ATTORNEY | 0.00 | 0.00 | 5,000.00 | 5,000.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 6,076.00 | 4,340.00 | 20,000.00 | 20,000.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 133,574.45 | 137,941.75 | 162,500.00 | 162,500.00 |
| 6334 - TELEPHONE | 494.38 | 1,181.18 | 2,000.00 | 2,000.00 |
| 6336 - PRINTING/PUBLISHING | 1,607.60 | 649.32 | 1,000.00 | 1,000.00 |
| 6339 - CABLE/INTERNET | 840.24 | 1,019.51 | 1,700.00 | 1,700.00 |
| 6351 - INSURANCE PREMIUM (IS FUND) | 9,700.00 | 9,400.00 | 9,400.00 | 11,900.00 |
| 6362 - ELECTRIC | 528.86 | 529.14 | 1,000.00 | 600.00 |
| 6367 - REFUSE | 4,692.48 | 20,008.77 | 17,500.00 | 20,000.00 |
| 6410 - SOFTWARE | 0.00 | 64.80 | 5,000.00 | 0.00 |
| 6415 - INFORMATION TECHNOLOGY RENT (IS FUND) | 9,699.96 | 7,899.84 | 8,400.00 | 11,500.00 |
| 6420 - EQUIPMENT LEASES | 0.00 | 0.00 | 4,000.00 | 4,000.00 |
| 6430 - BUILDING RENT (IS FUND) | 14,100.00 | 14,800.08 | 14,900.00 | 16,900.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 4,366.75 | 3,717.11 | 5,000.00 | 8,000.00 |
| 6476 - MILEAGE | 0.00 | 0.00 | 500.00 | 500.00 |
| 6480 - DUES | 277.50 | 311.50 | 450.00 | 450.00 |
| 6490 - SUBSCRIPTIONS/PUBLICATIONS | 116.46 | 125.50 | 150.00 | 150.00 |
| **SUPPLIES AND SERVICES** | **314,544.41** | **327,590.46** | **418,600.00** | **425,950.00** |
| 6502 - DEPRECIATION EXPENSE | 1,001,853.04 | 1,143,079.39 | 1,143,000.00 | 1,143,000.00 |
| **DEPRECIATION** | **1,001,853.04** | **1,143,079.39** | **1,143,000.00** | **1,143,000.00** |
| **MISCELLANEOUS EXPENSE** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 4,500.00 | 0.00 | 13,500.00 | 9,900.00 |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 19,310.23 | 43,230.40 | 1,262,000.00 | 1,542,850.00 |
| **CAPITAL OUTLAY** | **23,810.23** | **43,230.40** | **1,275,500.00** | **1,552,750.00** |
| **DEBT SERVICE** | **0.00** | **0.00** | **0.00** | **0.00** |
| **EXPENDITURES** | **1,958,366.19** | **2,141,134.78** | **3,570,300.00** | **3,888,600.00** |
| OTHER FINANCING: | | | | |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 200,000.00 | 200,000.00 | 200,000.00 | 200,000.00 |
| 8056 - TRANSFER OUT TO CAPITAL FUNDS | 0.00 | 0.00 | 25,000.00 | 985,000.00 |
| **TRANSERS OUT** | **200,000.00** | **200,000.00** | **225,000.00** | **1,185,000.00** |
| 8101 - PROCEEDS CAPITAL ASSET SALES | (151,445.62) | (3,490.21) | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **(151,445.62)** | **(3,490.21)** | **0.00** | **0.00** |
| **OTHER FINANCING** | **48,554.38** | **196,509.79** | **225,000.00** | **1,185,000.00** |
| **Total 07300 - SURFACE WATER FUND** | **(2,134,230.54)** | **(2,920,985.56)** | **1,859,300.00** | **3,334,100.00** |

## Fund: Refuse Fund

**Description of Services:**

The City originally purchased and provided refuse and recycling carts to Shakopee residents. In 2021, the City solicited proposals for organized collection for the upcoming five year period and City Council approved a change in hauler from Republic Services to Dick's Sanitation beginning January 2022. The new hauler purchased all remaining carts from the City and the cart ownership is the responsibility of the hauler.

**Accomplishments:**

- ✓ The City receives a monthly payment of $7,500 for the first 60 months of the contract, which began January 31, 2022.
- ✓ The payments are used to pay down the interfund loan with the Sewer fund that was used for the original refuse and recycling cart purchase.
- ✓ The interfund loan will be paid in full by the end of the 60 month contract term.

# Company: REFUSE FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **07400 - REFUSE FUND** | | | | |
| **REVENUES:** | | | | |
| 4751 - REFUSE CHARGES | (92,626.04) | (90,000.00) | (90,000.00) | (90,000.00) |
| **CHARGES FOR SERVICES** | **(92,626.04)** | **(90,000.00)** | **(90,000.00)** | **(90,000.00)** |
| 4833 - INTEREST | (36.00) | 328.37 | 0.00 | 0.00 |
| 4834 - CHANGE IN FAIR MARKET VALUE | 181.13 | (539.26) | 0.00 | 0.00 |
| 4850 - MISCELLANEOUS | (5,723.90) | 0.00 | 0.00 | 0.00 |
| **MISCELLANEOUS** | **(5,578.77)** | **(210.89)** | **0.00** | **0.00** |
| **REVENUES** | **(98,204.81)** | **(90,210.89)** | **(90,000.00)** | **(90,000.00)** |
| **EXPENDITURES:** | | | | |
| **SUPPLIES AND SERVICES** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6502 - DEPRECIATION EXPENSE | 117,110.57 | 0.00 | 0.00 | 0.00 |
| **DEPRECIATION** | **117,110.57** | **0.00** | **0.00** | **0.00** |
| 6890 - DEBT SERVICE - OTHER CHARGES | 3,201.10 | 2,134.07 | 1,000.00 | 0.00 |
| **DEBT SERVICE** | **3,201.10** | **2,134.07** | **1,000.00** | **0.00** |
| **EXPENDITURES** | **120,311.67** | **2,134.07** | **1,000.00** | **0.00** |
| **OTHER FINANCING:** | | | | |
| 8102 - NET BOOK VALUE | 234,541.98 | 0.00 | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **234,541.98** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **234,541.98** | **0.00** | **0.00** | **0.00** |
| **Total 07400 - REFUSE FUND** | **256,648.84** | **(88,076.82)** | **(89,000.00)** | **(90,000.00)** |

# INTERNAL SERVICE FUND

The Internal Service Funds are used to account for the financing of major mobile equipment, major governmental buildings, park assets, information technology items and insurance.

## SUMMARY

| | EQUIPMENT I.S. FUND | PARK ASSET I.S. FUND | INFO TECH I.S. FUND |
|---|---|---|---|
| INTERGOVERNMENTAL | 0.00 | 0.00 | 0.00 |
| MISCELLANEOUS | 1,869,300.00 | 701,600.00 | 676,000.00 |
| **TOTAL REVENUES** | **1,869,300.00** | **701,600.00** | **676,000.00** |
| GENERAL GOVERNMENT | 0.00 | 0.00 | (838,000.00) |
| CAPITAL OUTLAY | (1,900,300.00) | (175,000.00) | (285,000.00) |
| **TOTAL EXPENDITURES** | **(1,900,300.00)** | **(175,000.00)** | **(1,123,000.00)** |
| PROCEEDS FROM SALE OF ASSETS | 15,000.00 | 0.00 | 0.00 |
| TRANSFERS OUT | 0.00 | 0.00 | 0.00 |
| **TOTAL OTHER FINANCING** | **15,000.00** | **0.00** | **0.00** |
| **EXCESS (DEFICIENCY) OF REV. OVER EXP.** | **(16,000.00)** | **526,600.00** | **(447,000.00)** |

| BUILDING I.S. FUND | SELF INSURANCE I.S. FUND | TOTAL |
|---|---|---|
| 13,000,000.00 | 0.00 | 13,000,000.00 |
| 1,517,000.00 | 1,469,700.00 | 6,233,600.00 |
| **14,517,000.00** | **1,469,700.00** | **19,233,600.00** |
| 0.00 | (1,510,700.00) | (2,348,700.00) |
| (13,649,000.0 | 0.00 | (16,009,300.0 |
| **(13,649,000.0** | **(1,510,700.00)** | **(18,358,000.0** |
| 0.00 | 0.00 | 15,000.00 |
| 0.00 | (350,000.00) | (350,000.00) |
| **0.00** | **(350,000.00)** | **(335,000.00)** |
| **868,000.00** | **(391,000.00)** | **540,600.00** |

## Equipment Internal Service Fund

**Establishment:**
The Equipment Fund was established by Resolution #4077 in 1994.

**Description of Services:**
This fund finances the multi-year Equipment Plan. Financing to purchase equipment is provided by "rent" payments from the operating departments at rates established annually by the Finance Department as part of the budget process. Equipment for the Sewer and Storm Drainage enterprise funds is not included. The Equipment Fund shall "own" and acquire larger pieces of equipment including but not limited to cars, trucks, graders, loaders, tractors and larger mowers or items generally costing $20,000 or more.

**Accomplishments:**
- ✓ 20-year CIP was updated for long range financial planning.
- ✓ Fire Department restructured equipment to meet future needs.

**Goals/Challenges:**
- With nearly 400 pieces of equipment and vehicles, it is important to have a well-planned vehicle replacement program.
- Raising inflation on vehicles and longer wait times on orders makes replacing equipment and vehicles more costly.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Cost of Vehicles Added/Replaced | $623,190 | $1,075,777 | $1,256,700 | $1,900,300 |
| # of Vehicles Added/Replaced | 17 | 22 | 22 | 23 |

**Capital Improvement Plan:**
The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

A full 20-year equipment replacement plan, encompassing all equipment and vehicles is included as an appendix in the CIP.

# Company: EQUIPMENT I.S. FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **07800 - EQUIPMENT I.S. FUND** | | | | |
| **REVENUES:** | | | | |
| 4450 - STATE GRANTS & AIDS | 0.00 | 0.00 | (85,000.00) | 0.00 |
| 4490 - OTHER GRANTS/AIDS | (9,642.13) | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **(9,642.13)** | **0.00** | **(85,000.00)** | **0.00** |
| 4833 - INTEREST | (85,041.72) | (172,152.75) | (129,289.00) | (170,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 364,215.28 | (178,627.46) | 0.00 | 0.00 |
| 4840 - RENTS (INTERNAL CHARGES) | (1,328,800.08) | (1,364,700.00) | (1,579,300.00) | (1,699,300.00) |
| 4853 - INSURANCE REIMBURSEMENT | (202.32) | (327.29) | 0.00 | 0.00 |
| 4855 - SALE OF ASSETS | 0.00 | 0.00 | (15,000.00) | (15,000.00) |
| **MISCELLANEOUS** | **(1,049,828.84)** | **(1,715,807.50)** | **(1,723,589.00)** | **(1,884,300.00)** |
| 4971 - CAPITAL CONTRIBUTIONS | (19,006.50) | (173,691.95) | 0.00 | 0.00 |
| **REVENUES** | **(1,078,477.47)** | **(1,889,499.45)** | **(1,808,589.00)** | **(1,884,300.00)** |
| **EXPENDITURES:** | | | | |
| 6420 - EQUIPMENT LEASES | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **0.00** | **0.00** | **0.00** | **0.00** |
| 6502 - DEPRECIATION EXPENSE | 999,605.75 | 953,017.27 | 0.00 | 0.00 |
| **DEPRECIATION** | **999,605.75** | **953,017.27** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 68,215.12 | 0.00 | 1,256,700.00 | 1,900,300.00 |
| **CAPITAL OUTLAY** | **68,215.12** | **0.00** | **1,256,700.00** | **1,900,300.00** |
| 6835 - LEASE INTEREST PAYMENT | 0.00 | 1,650.72 | 0.00 | 0.00 |
| **DEBT SERVICE** | **0.00** | **1,650.72** | **0.00** | **0.00** |
| **EXPENDITURES** | **1,067,820.87** | **954,667.99** | **1,256,700.00** | **1,900,300.00** |
| **OTHER FINANCING:** | | | | |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| **TRANSERS OUT** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8101 - PROCEEDS CAPITAL ASSET SALES | (24,007.50) | (766,443.18) | 0.00 | 0.00 |
| 8102 - NET BOOK VALUE | 2,480.88 | 183,266.78 | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **(21,526.62)** | **(583,176.40)** | **0.00** | **0.00** |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **0.00** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **(21,526.62)** | **(583,176.40)** | **0.00** | **0.00** |
| **Total 07800 - EQUIPMENT I.S. FUND** | **(32,183.22)** | **(1,518,007.86)** | **(551,889.00)** | **16,000.00** |

# Park Asset Internal Service Fund

**Establishment:**
The Fund was established in 2007.

**Description of Services:**
This fund finances the replacement of park assets. Financing to accomplish this is provided by "rental" payments from the park maintenance division at rates established annually by the Finance Department as part of the budget process.

**Accomplishments:**
Replaced, updated and additional new parks in 2024, all the items below are from a team effort, from city staff:

- ✓ Meadow's playground.
- ✓ Annual Trail reconstruction: Scenic Heights trail along the east and south side of the park, also at Tahpah park along field four, and lastly the steep hill by the Dairy Queen along Marschall Road.
- ✓ Stans tennis court resurfacing - new blacktop, nets/poles, and the coloring of the court.
- ✓ The playground and buildings at Memorial Park were removed, which is part of the Memorial Park conversion.
- ✓ 2nd Avenue (downtown) retaining wall and Landscaping project was a big project. New curb, block walls landscaping, lighting and blacktop.
- ✓ Resurfaced the parking area along with some curb and catch basin work. The area is west of Holmes Street and first avenue.

**Goals/Challenges:**
- Aging infrastructure and rising inflation.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| # of Park Projects | 7 | 4 | 6 | 3 |

**Capital Improvement Plan:**
The city prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: PARK ASSET I.S. FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **07805 - PARK ASSET I.S. FUND** | | | | |
| **REVENUES:** | | | | |
| 4410 - FEDERAL GRANTS | 0.00 | 0.00 | 0.00 | 0.00 |
| 4450 - STATE GRANTS & AIDS | (300,000.00) | 0.00 | 0.00 | 0.00 |
| **INTERGOVERNMENTAL** | **(300,000.00)** | **0.00** | **0.00** | **0.00** |
| 4833 - INTEREST | (24,620.53) | (50,433.77) | (30,161.00) | (32,500.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 104,820.70 | (51,750.25) | 0.00 | 0.00 |
| 4840 - RENTS (INTERNAL CHARGES) | (606,000.00) | (635,900.04) | (659,100.00) | (669,100.00) |
| **MISCELLANEOUS** | **(525,799.83)** | **(738,084.06)** | **(689,261.00)** | **(701,600.00)** |
| 4971 - CAPITAL CONTRIBUTIONS | (242,256.00) | 2,390.25 | 0.00 | 0.00 |
| **REVENUES** | **(1,068,055.83)** | **(735,693.81)** | **(689,261.00)** | **(701,600.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6215 - MATERIALS | 0.00 | 1,583.25 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 0.00 | 980.00 | 0.00 | 0.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 19,402.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **0.00** | **21,965.25** | **0.00** | **0.00** |
| 6502 - DEPRECIATION EXPENSE | 420,262.00 | 430,052.22 | 0.00 | 0.00 |
| **DEPRECIATION** | **420,262.00** | **430,052.22** | **0.00** | **0.00** |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 0.00 | 42,214.75 | 1,029,000.00 | 175,000.00 |
| **CAPITAL OUTLAY** | **0.00** | **42,214.75** | **1,029,000.00** | **175,000.00** |
| **EXPENDITURES** | **420,262.00** | **494,232.22** | **1,029,000.00** | **175,000.00** |
| **OTHER FINANCING:** | | | | |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| 8056 - TRANSFER OUT TO CAPITAL FUNDS | 0.00 | 280,000.00 | 40,000.00 | 0.00 |
| **TRANSERS OUT** | **0.00** | **280,000.00** | **40,000.00** | **0.00** |
| 8101 - PROCEEDS CAPITAL ASSET SALES | (750.00) | 0.00 | 0.00 | 0.00 |
| 8102 - NET BOOK VALUE | 32,143.45 | 62,233.04 | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **31,393.45** | **62,233.04** | **0.00** | **0.00** |
| **OTHER FINANCING** | **31,393.45** | **342,233.04** | **40,000.00** | **0.00** |
| **Total 07805 - PARK ASSET I.S. FUND** | **(616,400.38)** | **100,771.45** | **379,739.00** | **(526,600.00)** |

## Information Technology Internal Service Fund

**Establishment:**
The fund was established in 2010 by Resolution No. 7001.

**Description of Services:**
This fund finances the replacement and acquisition of information technology including computers, printers, copiers and network items. Financing to accomplish this is provided by charges to benefitting divisions at rates established annually by the Finance Department as part of the budget process.

**Accomplishments:**
- ✓ Server/SAN replacement

**Goals/Challenges:**
- Changing technology and growing employee base.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Deployed Computers | 250 | 248 | 250 | 250 |
| Surveillance Cameras and Network Infrastructure | 215 | 215 | 215 | 215 |
| User License | 210 | 230 | 240 | 240 |
| Conference Rooms | 18 | 18 | 18 | 18 |

**Capital Improvement Plan:**
The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: INFO TECH I.S. FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **07806 - INFO TECH I.S. FUND** | | | | |
| **REVENUES:** | | | | |
| **INTERGOVERNMENTAL** | **0.00** | **0.00** | **0.00** | **0.00** |
| 4833 - INTEREST | (15,723.67) | (28,341.07) | (15,302.00) | (21,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 66,223.08 | (38,628.17) | 0.00 | 0.00 |
| 4840 - RENTS (INTERNAL CHARGES) | (611,999.88) | (612,000.00) | (652,000.00) | (655,000.00) |
| **MISCELLANEOUS** | **(561,500.47)** | **(678,969.24)** | **(667,302.00)** | **(676,000.00)** |
| **REVENUES** | **(561,500.47)** | **(678,969.24)** | **(667,302.00)** | **(676,000.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 171,597.92 | 157,629.73 | 40,000.00 | 40,000.00 |
| 6204 - MINOR EQUIPMENT (NOT CAPITALIZED) | 18,480.40 | 0.00 | 263,000.00 | 265,000.00 |
| 6240 - EQUIPMENT REPAIR & MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 61,508.96 | 65,419.36 | 246,000.00 | 233,000.00 |
| 6339 - CABLE/INTERNET | 4.20 | 235.35 | 0.00 | 0.00 |
| 6410 - SOFTWARE | 313,842.57 | 259,130.41 | 245,000.00 | 300,000.00 |
| 6420 - EQUIPMENT LEASES | 37.80 | 0.00 | 0.00 | 0.00 |
| 6472 - CONFERENCE/SCHOOL/TRAINING (ALL EXPENSES) | 0.00 | 0.00 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **565,471.85** | **482,414.85** | **794,000.00** | **838,000.00** |
| 6502 - DEPRECIATION EXPENSE | 29,045.03 | 19,752.49 | 0.00 | 0.00 |
| **DEPRECIATION** | **29,045.03** | **19,752.49** | **0.00** | **0.00** |
| 6740 - EQUIPMENT | 0.00 | 0.00 | 30,000.00 | 285,000.00 |
| **CAPITAL OUTLAY** | **0.00** | **0.00** | **30,000.00** | **285,000.00** |
| 6836 - SBITA INTEREST PAYMENT | 0.00 | 2,510.09 | 0.00 | 0.00 |
| **DEBT SERVICE** | **0.00** | **2,510.09** | **0.00** | **0.00** |
| **EXPENDITURES** | **594,516.88** | **504,677.43** | **824,000.00** | **1,123,000.00** |
| **OTHER FINANCING:** | | | | |
| 8019 - TRANSFER IN FROM CAPITAL FUND | 0.00 | 0.00 | 0.00 | 0.00 |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **0.00** | **0.00** | **0.00** | **0.00** |
| **PROCEEDS FROM DEBT/LEASE ISSUED** | **0.00** | **0.00** | **0.00** | **0.00** |
| **OTHER FINANCING** | **0.00** | **0.00** | **0.00** | **0.00** |
| **Total 07806 - INFO TECH I.S. FUND** | **33,016.41** | **(174,291.81)** | **156,698.00** | **447,000.00** |

## Government Building Asset Internal Service Fund

**Establishment:**

Council established the Building Fund in 1998. The scope of the fund was expanded in 2000 to include major repairs defined as those without which the building would be unusable for its intended purpose. It was further expanded in 2008 to include energy savings or green initiatives such as lighting upgrades, boiler modifications, etc.

**Description of Services:**

This fund finances the future purchase, major reconstruction, and additions to City owned buildings including City Hall, Library, Public Works, Police, and Fire Stations. Financing to accomplish this is provided by "rental" payments from the operating departments at rates established annually by the Finance Department as part of the budget process. The Building Fund shall "own" and acquire these buildings.

**Accomplishments:**

- ✓ SandVenture construction began in 2024 and will be completed in 2025.
- ✓ Fire Station 1 underwent its first significant renovation since it was built in order to allow for dorm spaces for full-time staff, and a reconfiguration of the existing office spaces.

**Goals/Challenges:**

- Aging infrastructure and rising inflation.

**Performance Measures:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| # of Projects | 9 | 10 | 10 | 13 |

**Capital Improvement Plan:**

The City prepares a five year capital improvement program (CIP). A separate CIP document was approved by Council on November 6, 2024. The CIP book provides a summary of each project location, description and source and use of funds.

# Company: BUILDING I.S. FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **07810 - BUILDING I.S. FUND** | | | | |
| **REVENUES:** | | | | |
| 4410 - FEDERAL GRANTS | 0.00 | 0.00 | 0.00 | (13,000,000.00) |
| **INTERGOVERNMENTAL** | **0.00** | **0.00** | **0.00** | **(13,000,000.00)** |
| 4833 - INTEREST | (98,322.08) | (181,573.74) | (44,800.00) | (89,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 400,075.53 | (183,700.48) | 0.00 | 0.00 |
| 4840 - RENTS (INTERNAL CHARGES) | (1,202,199.96) | (1,231,200.00) | (1,398,500.00) | (1,428,000.00) |
| 4850 - MISCELLANEOUS | 0.00 | 0.00 | (1,800,000.00) | 0.00 |
| **MISCELLANEOUS** | **(900,446.51)** | **(1,596,474.22)** | **(3,243,300.00)** | **(1,517,000.00)** |
| 4971 - CAPITAL CONTRIBUTIONS | (7,735.00) | (8,670.00) | 0.00 | 0.00 |
| **REVENUES** | **(908,181.51)** | **(1,605,144.22)** | **(3,243,300.00)** | **(14,517,000.00)** |
| **EXPENDITURES:** | | | | |
| 6202 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 6215 - MATERIALS | 0.00 | 0.00 | 0.00 | 0.00 |
| 6310 - ATTORNEY | 787.50 | 0.00 | 0.00 | 0.00 |
| 6312 - ENGINEERING/DESIGN CONSULTANTS | 0.00 | 0.00 | 0.00 | 0.00 |
| 6315 - BUILDING REPAIRS & MAINTENANCE | 8,500.00 | 20,209.54 | 0.00 | 0.00 |
| 6327 - PROFESSIONAL SERVICES | 0.00 | 14,900.75 | 0.00 | 0.00 |
| **SUPPLIES AND SERVICES** | **9,287.50** | **35,110.29** | **0.00** | **0.00** |
| 6502 - DEPRECIATION EXPENSE | 712,893.67 | 685,477.54 | 0.00 | 0.00 |
| **DEPRECIATION** | **712,893.67** | **685,477.54** | **0.00** | **0.00** |
| 6730 - BUILDINGS | 0.00 | 0.00 | 0.00 | 0.00 |
| 6740 - EQUIPMENT | 6,418.00 | 0.00 | 0.00 | 0.00 |
| 6765 - IMPROVEMENTS/INFRASTRUCTURE | 22,285.00 | 0.00 | 2,935,000.00 | 13,649,000.00 |
| **CAPITAL OUTLAY** | **28,703.00** | **0.00** | **2,935,000.00** | **13,649,000.00** |
| 6890 - DEBT SERVICE - OTHER CHARGES | 15,125.00 | 13,750.00 | 0.00 | 0.00 |
| **DEBT SERVICE** | **15,125.00** | **13,750.00** | **0.00** | **0.00** |
| **EXPENDITURES** | **766,009.17** | **734,337.83** | **2,935,000.00** | **13,649,000.00** |
| **OTHER FINANCING:** | | | | |
| 8018 - TRANSFER IN FROM SPEC REV FUND | 0.00 | (2,940,128.18) | 0.00 | 0.00 |
| **TRANSFERS IN** | **0.00** | **(2,940,128.18)** | **0.00** | **0.00** |
| **TRANSERS OUT** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8102 - NET BOOK VALUE | 0.00 | 463,093.34 | 0.00 | 0.00 |
| **GAIN/LOSS ON DISPOSAL OF ASSET** | **0.00** | **463,093.34** | **0.00** | **0.00** |
| **OTHER FINANCING** | **0.00** | **(2,477,034.84)** | **0.00** | **0.00** |
| **Total 07810 - BUILDING I.S. FUND** | **(142,172.34)** | **(3,347,841.23)** | **(308,300.00)** | **(868,000.00)** |

## Self Insurance Internal Service Fund

**Establishment:**

The Self Insurance Fund was created in 2016. The initial contribution was from savings realized from increasing deductible premiums for the property/casualty policy. General liability moved to the self insurance fund during the 7/1/16 renewal. Workers Compensation moved to the self insurance fund as of the 1/1/17 renewal. In addition, a 2016 transfer of $75,000 from the General Fund surplus created an initial balance suitable for covering claims expenses. In 2017 funds were set aside to work toward health insurance self insurance. The goal of the fund is to establish an appropriate fund balance with the goal of moving towards a self insurance program, thus realizing the benefit of reduced premiums.

**Description of Services:**

This fund pays the costs related to the City's workers' compensation and property/casualty insurance policies through charges received from city departments and divisions. Coverage is maintained through the League of Minnesota Cities Insurance Trust (LMCIT).

**Accomplishments:**

- ✓ Scott County and surrounding Cities are in talks of working toward a pooled insurance program for health insurance.

**Goals/Challenges:**

- Rising rates, aging workforce and increased property and equipment.

**Workers Compensation:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Deductible | $25,000 | $25,000 | $25,000 | $25,000 |
| Amount Paid | $39,615 | $58,806 | $50,000 | N/A |
| Experience Modification (less than 1.0 is good) | 0.52 | 0.58 | 0.54 | N/A |

**General Liability:**

| | Actual 2022 | Actual 2023 | Projected 2024 | Projected 2025 |
|---|---|---|---|---|
| Deductible | $50,000 | $50,000 | $50,000 | $50,000 |
| Amount Paid | $10,355 | $41,725 | $20,000 | N/A |
| Experience Modification (less than 1.0 is good) | 0.851 | 0.773 | 0.754 | N/A |

# Company: SELF INSURANCE I.S. FUND

| Object Account | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| **07820 - SELF INSURANCE I.S. FUND** | | | | |
| **REVENUES:** | | | | |
| 4833 - INTEREST | (32,876.35) | (69,779.15) | (1,000.00) | (5,000.00) |
| 4834 - CHANGE IN FAIR MARKET VALUE | 158,390.19 | (83,813.65) | 0.00 | 0.00 |
| 4840 - RENTS (INTERNAL CHARGES) | (1,280,769.95) | (1,323,367.94) | (1,444,180.00) | (1,439,700.00) |
| 4843 - COMMISSIONS | 0.00 | 0.00 | 0.00 | 0.00 |
| 4852 - INSURANCE DIVIDENDS/FEES | (92,325.00) | (27,053.00) | (20,000.00) | (20,000.00) |
| 4853 - INSURANCE REIMBURSEMENT | 0.00 | (5,431.20) | (5,000.00) | (5,000.00) |
| **MISCELLANEOUS** | **(1,247,581.11)** | **(1,509,444.94)** | **(1,470,180.00)** | **(1,469,700.00)** |
| 4971 - CAPITAL CONTRIBUTIONS | 0.00 | 47,525.00 | 0.00 | 0.00 |
| **REVENUES** | **(1,247,581.11)** | **(1,461,919.94)** | **(1,470,180.00)** | **(1,469,700.00)** |
| **EXPENDITURES:** | | | | |
| 6352 - LIABILITY | 753,282.43 | 857,717.86 | 1,385,880.00 | 1,439,700.00 |
| 6471 - WELLNESS PROGRAM | 780.00 | 0.00 | 1,000.00 | 1,000.00 |
| **SUPPLIES AND SERVICES** | **754,062.43** | **857,717.86** | **1,386,880.00** | **1,440,700.00** |
| 6610 - AWARDS & DAMAGES | 49,969.34 | 100,530.33 | 70,000.00 | 70,000.00 |
| **MISCELLANEOUS EXPENSE** | **49,969.34** | **100,530.33** | **70,000.00** | **70,000.00** |
| **EXPENDITURES** | **804,031.77** | **958,248.19** | **1,456,880.00** | **1,510,700.00** |
| **OTHER FINANCING:** | | | | |
| **TRANSFERS IN** | **0.00** | **0.00** | **0.00** | **0.00** |
| 8053 - TRANSFER OUT TO GENERAL FUND | 0.00 | 0.00 | 0.00 | 350,000.00 |
| **TRANSERS OUT** | **0.00** | **0.00** | **0.00** | **350,000.00** |
| **OTHER FINANCING** | **0.00** | **0.00** | **0.00** | **350,000.00** |
| **Total 07820 - SELF INSURANCE I.S. FUND** | **(443,549.34)** | **(503,671.75)** | **(13,300.00)** | **391,000.00** |

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# Appendix

## FINANANCIAL MANAGEMENT POLICIES

The City of Shakopee has an important responsibility to its citizens to plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities, to manage municipal finances and resources wisely, and to carefully account for public funds. The city strives to ensure that it is capable of adequately funding and providing local government services needed by the community. The city will maintain or improve its infrastructure on a systematic basis to maintain quality neighborhoods. These policies provide the framework for fiscal management and guide the decision-making process. The policies operate independently of changing circumstances and conditions.

**Objectives**

1. To protect the council's policy-making ability by ensuring that important decisions are not controlled by financial problems or emergencies.
2. To enhance the council's policy-making ability by providing accurate information on the cost of various authority or service levels.
3. To assist sound management of the city government by providing accurate and timely information on financial condition.
4. To provide sound principles to guide the important decisions of the council and of management which have significant fiscal impact.
5. To set forth operational principals which minimize the cost of local government, to the extent consistent with services desired by the public, and which minimize financial risk.
6. To employ revenue policies and forecasting tools to prevent undue or unbalanced reliance on certain revenues, especially property taxes, which distribute the cost of municipal services fairly, and which provide adequate funds to operate desired programs.
7. To provide essential public facilities and prevent deterioration of the city's infrastructure including its various facilities.
8. To protect and enhance the city's credit rating and prevent default on any municipal debts.
9. Ensure the legal use and protection of all city funds through a good system of financial and accounting controls.
10. Manage risk through loss awareness, loss prevention, loss control and loss financing.

## OPERATING BUDGET POLICY

The operating budget policies ensure that the city's annual operating expenditures are consistent with past expenditures and respond to long-term objectives rather than short-term benefits. The policies allow the city to maintain a stable level of service, expenditures and tax levies over time. These policies are most critical to programs funded with property tax revenue because accommodating large fluctuations in this revenue source can be difficult.

1. The city will adopt a balanced operating budget for the General Fund with current revenues equal or greater than current expenditures. It is not the policy to finance ongoing operations with one-time revenues or fund balance. One-time revenues and fund balance will only be used for one- time expenditures.
2. An objective analytical process will be used to forecast revenues.
3. Opportunities for other revenue sources will be explored to reduce property tax levels.
4. The city will avoid postponing expenditures and provide for the adequate maintenance, replacement and improvement of the city's physical assets to protect the capital investment and minimize future maintenance and replacement costs.
5. To protect against unforeseen events, the city will budget a contingency and maintain fund balances according to the city's policies.

6. The city will apportion its administrative and general government costs to all its funds as appropriate and practical.
7. The city staff will monitor revenues and expenditures to adhere to their budgeted amounts. Monthly reports comparing budget with revenues and expenditures will be prepared. Line items within a division may be overspent if the total division budget is not overspent.
8. Appropriations will be included in the operating budgets to keep internal service fund resources at an appropriate level.
9. Appropriations lapse at year end.

## FUND BALANCE/NET POSITION POLICY

Fund balance is the difference between the assets and liabilities in a governmental fund. A governmental fund generally involves tax support, and the focus of accounting is the flow or control of money. The General, Special Revenue, Debt Service and Capital Projects funds are governmental funds.

Net Position is similar to fund balance but applies to enterprise and internal services fund and has a longer-term focus including fixed assets, accumulated depreciation and long-term debt.

This fund balance policy applies to unrestricted fund balances comprised of committed, assigned, unassigned amounts. The city council can assign fund balance by expressing its intent or the finance director is hereby authorized to assign fund balance. When both restricted and unrestricted resources are available for use, it is the city's policy to first use restricted resources, and then use unrestricted resources as they are needed. When unrestricted resources are available for use, it is the city's policy to use resources in the following order: (1) committed, (2) assigned, and (3) unassigned.

**General Fund**:

- The General Fund may have a portion of its fund balance classified as non-spendable if there are long term receivables, inventories, or prepaid items on the balance sheet.
- The General Fund is the only fund that can have any unassigned positive fund balance. The working capital balance of the general fund will fall into the unassigned fund balance classification.
- The target level of unassigned fund balance as recommended by the Office of the Minnesota State Auditor is 35 to 50% of ensuing year's expenditure budget. This amount of unassigned fund balance will provide adequate funds until the next property tax revenue collection cycle for cash flow, unexpected decline in revenue such as state aid unallotment and unforeseen expenditures such as natural disasters.
- Unassigned fund balance can be spent down by city council action or appropriation or due to emergency situations. Replenishing fund balance when it falls below the target level shall be accomplished by interfund transfers or budgeting for expenditures and other uses to be less than revenue and other sources over a period not to exceed three years. Annually the city council will decide what to do with the General Fund unassigned fund balance that exceeds 50% of the ensuing year's expenditure budget. Any excess fund balance transfers will not be used as a funding source for ongoing recurring expenditures.
- Unrestricted fund balance can be spent down by city council action, appropriation or due to emergency situations. Replenishing fund balance when it falls below the target level shall be accomplished by inter-fund transfers or budgeting for expenditures and other uses to be less than revenue and other sources over a period not to exceed three years.

**Special Revenue Funds** : These funds shall maintain sufficient fund balance to provide for working capital.

**Debt Service Funds:** These funds shall maintain sufficient fund balance to provide for the timely payment of principal, interest, and service charges.

**Capital Project Funds** : There are no fund balance requirements for these funds. Long-range planning through use of the Capital Improvement Plan (CIP) and other forecasting methods should be utilized to ensure long-term sustainability.

**Enterprise Funds** : These funds shall have sufficient equity and liquid assets to provide for six to twelve months operating costs, annual debt service requirements and at least ten percent (10%) of accumulated depreciation to provide for capital outlay.

**Internal Service Funds** : These funds shall have sufficient equity to smooth out the "peaks and valleys" of major expenditures over the long term; provide funding equal to at least the current liability for employee compensated absences and other post-employment benefits; and provide sufficient funding to take advantage of premium discounts for general liability and workers' comp premiums.

## REVENUE AND EXPENDITURE POLICY

The revenue policy is designed to ensure; 1) diversified and stable revenue sources, 2) adequate long-term funding by using specific revenue sources to fund related programs and services, and 3) funding levels to accommodate needed city services and programs equitably.

1. The city will provide long-term financial stability through sound short- and long-term financial planning. The city will maintain a diversified and stable revenue system to avoid short-term fluctuations in a single revenue source.
2. The city will conservatively estimate its annual revenues. All existing and potential revenue sources will be re-examined annually.
3. The city will use one-time or special purpose revenue for capital expenditures or for expenditures required by the revenue, and not to subsidize recurring personnel, operation, and maintenance costs.

4. The city will establish all fees and charges at a level related to the cost of providing the services, or as adjusted for program goals. The city will review the full cost of activities supported by fees and charges to identify the impact of inflation and other cost increases and will review these fees and charges along with resulting net property tax costs with the council at budget time.
5. The city will seek a balanced tax base through support of a sound mix of residential, commercial, and industrial development.
6. The city will set enterprise fund fees at a level that fully supports the total direct and indirect cost of the activity (net of any grants or similar revenues), including depreciation of capital assets and debt service, to maintain a positive cash flow and provide adequate working capital. Replacement (or bonding for replacement) of enterprise infrastructure will be paid for from accumulated (or annual) earnings of the particular fund.
7. The city will offset reduced revenues with reduced expenditures.
8. Department heads are responsible to monitor their respective budget and control spending so that the budget is not exceeded. Expenditures over $25,000 will have prior council approval. Any unauthorized expenditure or exceeding the budget may be a personal obligation of the person incurring the obligation.

## ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY

The accounting, auditing and financial reporting policy are designed to maintain a system of financial monitoring, control and reporting for all operations and funds to provide effective means of ensuring that overall city goals and objectives will be met and to assure the city's residents and investors that the city is well managed and fiscally sound.

1. The city will adhere to a policy of full and open public discourse of all financial activity. The proposed budget will be prepared in a manner to maximize its understanding by citizens and elected officials. Copies of financial documents will be made available to all interested parties. Opportunities will be provided for full citizen participation prior to adopting the budget.
2. The city will maintain its accounting records and report on its financial condition and results of operations in accordance with city, state and federal law and regulations, and Generally Accepted Accounting Principles (GAAP), and standards established by the Governmental Accounting Standard Board (GASB). Budgetary reporting will be in accordance with city and state budget laws.

3. An independent firm of certified public accountants will annually perform a financial and compliance audit of the city's financial statements. Their opinions will be contained in the city's Annual Comprehensive Financial Report.
4. As an additional independent confirmation of the quality of the city's financial reporting, the city will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The Annual Comprehensive Financial Report will be presented in a way designed to communicate with citizens about the financial affairs of the city.

## DEBT POLICY

The debt policy ensures that the city's debt 1) does not weaken the city's financial structure; and 2) provide limits on debt to avoid problems in servicing debt. This policy is critical for maintaining the best possible credit rating.

1. The city will not use long-term debt for current operations.
2. The city will avoid the issuance of short-term debt such as, Budget, Tax and Revenue Anticipation Notes.
3. The city will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 5 years and cannot be financed from current revenues.
4. The city will use special assessments, revenue bonds, and/or any other available self-liquidating debt measures instead of general obligation bonds where and when possible, applicable and practical.
5. The city will pay back debt within a period not to exceed the expected life of the project.
6. Tax supported debt such as building bonds shall not exceed a term of twenty years unless there are extraordinary reasons.
7. Debt supported by special assessments shall have a term of ten years or less depending on the size of the assessments.
8. Special assessments financed internally will bear 8% or lower interest, based on the current market.
9. The city will not exceed 3 percent of the market value of taxable property for pure general obligation debt per state statutes.
10. The city will maintain good communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The city will comply with Securities Exchange Commission (SEC) reporting requirements.
11. The city will follow a policy of full disclosure on financial reports and bond prospectus.
12. The city may refinance or call any debt issue when beneficial for future savings.
13. Inter-fund loans will not exceed two years duration and interest earning on the investment portfolio will determine the interest rate to be paid to the lending fund.
14. Business/development subsidy financing will be based on pay as you go financing to the greatest extent possible.
15. The maturity of direct debt shall have 50% maturity in ten years or less.
16. The terms of the debt shall not exceed the life of the asset financed.

## CAPITAL ASSET THRESHOLD

Fixed asset capitalization threshold is $10,000 and a life of more than two years. Items such as lengths of fire hose and firefighter's turn out gear or non-major software are not capitalized. Significant software that the city uses is not purchased outright. Items purchased in lots where the individual items are less than $10,000 are not capitalized. For infrastructure or buildings, repairs/additions of less than $10,000 or not materially improving or extending the life of the assets are not capitalized.

Developer contributions of infrastructure items shall have 15% added to the estimated construction cost for indirect costs.

## CAPITAL EQUIPMENT POLICY

The purpose of the city's capital equipment program is to plan for the replacement of obsolete equipment and the purchase of new items without needing significant changes in the tax levy.

1. The city will plan for the purchase of any vehicles and mobile equipment costing over $20,000 and a life of 1 year or more as part of the city's ten-year capital equipment program.
2. The city will plan the capital equipment program to assure that funds remain in the capital equipment fund to accrue interest and use its fund balance to provide a revenue source for the fund.
3. The city will anticipate equipment replacements and additions based on realistic asset life expectancies and cash balances.
4. The city will project any future operating costs of purchases into the upcoming operating budgets. For example, the addition of park equipment might require more maintenance expenditures in future years.
5. The city will maintain its assets to protect its capital investment and to minimize future capital expenditures.
6. The city will use the least expensive financing method for all capital equipment purchases including multiple cost estimates and bids when appropriate and required by law.

## CAPITAL IMPROVEMENT PROGRAM POLICY

The purpose of the capital improvement policy is to plan for the construction, replacement, and maintenance of the city's infrastructure with as little impact to city funds as possible.

1. The city will develop a 5-year plan for capital improvements and update it annually.
2. The city will identify the estimated cost and potential funding sources for each capital project.
3. The city will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in the operating budget.
4. The city will use inter-governmental assistance to finance those capital improvements that are consistent with the capital improvement plan and city priorities.
5. The city will maintain all its assets at a level adequate to protect the city's and its citizens' capital investment and to minimize future maintenance and replacement costs.
6. Federal, state, and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used as available to assist in financing capital improvements.

## RISK MANAGEMENT POLICY

The risk management policy assures proper insurance coverage of city assets while minimizing risk and cost.

1. Insurance policies will be analyzed regularly to assure proper coverage on city assets.
2. The city will maintain the highest deductible amount considered prudent considering the relationship between the cost of insurance, the estimated deductible to be paid and the city's ability to sustain the loss.
3. The city will ensure that contractors, license holders and parties using city facilities have appropriate insurance to protect the city.

SHAKOPEE

## Employees By Function

| Function/Division/Position | | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|---|
| **Governmental Funds** | | | | | |
| **General Government** | | | | | |
| Administration | | | | | |
| City Administrator | | 1 | 1 | 1 | 1 |
| Assistant City Administrator | | 1 | 1 | 1 | 1 |
| Grants & Special Projects Coordinator | | 1 | 1 | 1 | 1 |
| Human Resources Director | | 1 | 1 | 1 | 1 |
| Human Resources Specialist | | 2 | 2 | 3 | 3 |
| Communications Manager | | 1 | 1 | 1 | 1 |
| Communications Specialist | | 2 | 2 | 2 | 2 |
| IT Director | | 1 | 1 | 1 | 1 |
| IT Infrastructure Administrator | | 2 | 2 | 2 | 2 |
| IT Specialist | | 2 | 2 | 2 | 2 |
| | **Total** | **14** | **14** | **15** | **15** |
| City Clerk | | | | | |
| City Clerk | | 1 | 1 | 1 | 1 |
| Deputy City Clerk | | 1 | 1 | 1 | 1 |
| Administrative Assistant | | 0.5 | 0.5 | 0.5 | 0.5 |
| Records Clerk | | 1 | 1 | 1 | 1 |
| | **Total** | **3.5** | **3.5** | **3.5** | **3.5** |
| Finance | | | | | |
| Finance Director | | 1 | 1 | 1 | 1 |
| Accounting Manager | | 1 | 1 | 1 | 1 |
| Accounting Specialist | | 0 | 1 | 1 | 1 |
| Accounting Clerk | | 1 | 1 | 1 | 1 |
| Administrative Assistant | | 1 | 0 | 0 | 0 |
| | **Total** | **4** | **4** | **4** | **4** |
| Planning & Development | | | | | |
| Director of Planning & Development | | 0.4 | 0.4 | 0.4 | 0.4 |
| Senior Planner | | 3 | 3 | 3 | 3 |
| Planner | | 1 | 1 | 1 | 1 |
| | **Total** | **4.4** | **4.4** | **4.4** | **4.4** |
| Facilities | | | | | |
| Facilities Maintenance Supervisor | | 1 | 1 | 1 | 1 |
| Facilities Maintenance Worker | | 1 | 1 | 1 | 1 |
| | **Total** | **2** | **2** | **2** | **2** |

| Function/Division/Position | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| **Public Safety** | | | | |
| Police | | | | |
| Police Chief | 1 | 1 | 1 | 1 |
| Police Captain | 2 | 2 | 2 | 2 |
| Sergeant | 9 | 9 | 9 | 9 |
| Investigator | 5 | 5 | 5 | 5 |
| Proactive Policing Unit | 2 | 2 | 2 | 2 |
| Crime Prevention Officer | | | | |
| School Resource Officer | 3 | 3 | 3 | 3 |
| Patrol Officer | 28 | 28 | 30 | 30 |
| Police Records Supervisor | 1 | 1 | 1 | 1 |
| Police Records Technician | 2 | 2 | 2 | 2 |
| Police Records Specialist | 2 | 2 | 2 | 2 |
| Community Service Officer (CSO) | 1 | 1 | 1 | 1 |
| Police Evidence Technician | 0.5 | 0.5 | 0.5 | 0.5 |
| Crime Prevention Specialist | 1 | 1 | 1 | 1 |
| Victim & Community Services Coordinator | 1 | 1 | 1 | 1 |
| Investigative Assistant | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| Code Compliance Specialist | 1 | 1 | 1 | 1 |
| Receptionist | 1 | 1 | 1 | 1 |
| **Total** | **62.5** | **62.5** | **64.5** | **64.5** |
| Fire | | | | |
| Fire Chief | 1 | 1 | 1 | 1 |
| Deputy Chief | 0 | 0 | 2 | 2 |
| Assistant Fire Chief | 1 | 1 | 0 | 0 |
| Fire Marshal | 1 | 1 | 1 | 1 |
| Fire Captain - Administration | 1 | 1 | 0 | 0 |
| Fire Inspector | 0 | 0 | 0 | 1 |
| Fire Captain | 0 | 0 | 3 | 3 |
| Administrative Assistant | 0 | 0 | 1 | 1 |
| Battallion Chief (Full-Time) | 0 | 3 | 0 | 0 |
| Firefighter (Full-Time) | 4 | 4 | 6 | 6 |
| **Total** | **8** | **11** | **14** | **15** |
| Building Inspection | | | | |
| Director of Planning & Development | 0.1 | 0.1 | 0.1 | 0.1 |
| Building Official | 1 | 1 | 1 | 1 |
| Building Inspector | 4 | 4 | 4 | 5 |
| Rental Housing Inspector | 0 | 1 | 1 | 1 |
| Permit Coordinator | 2 | 2 | 2 | 2 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| **Total** | **8.1** | **9.1** | **9.1** | **10.1** |

| Function/Division/Position | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|
| **Public Works** | | | | |
| Engineering | | | | |
| City Engineer/Public Works Director | 0.5 | 0 | 0 | 0 |
| City Engineer | 0 | 1 | 1 | 1 |
| Assistant City Engineer | 1 | 1 | 1 | 1 |
| Project Engineer | 1 | 1 | 1 | 1 |
| Project Coordinator | 1 | 1 | 1 | 1 |
| Senior Engineering Technician | 2 | 2 | 1 | 0 |
| Graduate Engineer | 1 | 1 | 2 | 2 |
| Engineering Technician | 1 | 1 | 0 | 0 |
| Environmental Engineer | 0 | 0 | 0.2 | 0.2 |
| Water Resource Technician | 0 | 0 | 0.8 | 0.8 |
| GIS Coordinator | 1 | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| **Total** | **9.5** | **10** | **10** | **9** |
| Street | | | | |
| Public Works Director | 0.5 | 1 | 1 | 1 |
| Public Works Superintendant | 1 | 0 | 0 | 0 |
| PW Supervisor | 1 | 1 | 1 | 1 |
| Foreperson (PW) | 1 | 1 | 1 | 1 |
| Maintenance Operator | 5 | 5 | 5 | 5 |
| Administrative Assistant | 1 | 1 | 1 | 1 |
| **Total** | **9.5** | **9** | **9** | **9** |
| Fleet | | | | |
| Foreperson Mechanic | 1 | 1 | 1 | 1 |
| Mechanic | 2 | 2 | 2 | 2 |
| **Total** | **3** | **3** | **3** | **3** |
| Park Maintenance | | | | |
| PW Supervisor | 1 | 1 | 1 | 1 |
| Foreperson (PW) | 2 | 2 | 2 | 2 |
| Maintenance Operator | 8 | 9 | 9 | 9 |
| Water Resources/Environmental Engineer | 0.2 | 0.2 | 0.2 | 0.2 |
| **Total** | **11.2** | **12.2** | **12.2** | **12.2** |

| Function/Division/Position | | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|---|
| **Park and Recreation** | | | | | |
| Recreation | | | | | |
| Director of Park & Recreation | | 1 | 1 | 1 | 1 |
| Recreation Manager | | 2 | 2 | 2 | 2 |
| Recreation Supervisor | | 2 | 2 | 2 | 2 |
| Recreation Facilities Specialist | | 1 | 1 | 1 | 1 |
| Community Engagement Coordinator | | 1 | 1 | 1 | 1 |
| Recreation Specialist | | 2 | 2 | 3 | 3 |
| Ice Arena Supervisor | | 2 | 2 | 2 | 2 |
| Guest Services Supervisor | | 1 | 1 | 1 | 1 |
| Guest Services Specialist | | 1 | 1 | 0 | 0 |
| Fitness Supervisor | | 0 | 0 | 1 | 1 |
| Aquatics Specialist | | 1 | 1 | 1 | 1 |
| Ice Arena Specialist | | 1 | 1 | 1 | 1 |
| Building Maintenance Manager | | 1 | 1 | 1 | 1 |
| Facilities Maintenance Worker | | 2 | 2 | 2 | 2 |
| | **Total** | **18** | **18** | **19** | **19** |
| **Economic Development** | | | | | |
| EDA Fund | | | | | |
| Director of Planning & Development | | 0.5 | 0.5 | 0.5 | 0.5 |
| Economic Development Coordinator | | 0 | 1 | 0 | 1 |
| Economic Development Specialist | | 1 | 0 | 1 | 0 |
| | **Total** | **1.5** | **1.5** | **1.5** | **1.5** |
| **Enterprise Funds** | | | | | |
| Sewer Fund | | | | | |
| Foreperson (PW) | | 0.5 | 0.5 | 0.5 | 0.5 |
| Maintenance Operator | | 3 | 3 | 3 | 3 |
| | **Total** | **3.5** | **3.5** | **3.5** | **3.5** |
| Storm Drainage Fund | | | | | |
| Foreperson (PW) | | 0.5 | 0.5 | 0.5 | 0.5 |
| Maintenance Operator | | 2 | 2 | 2 | 2 |
| Environmental Engineer | | 0.8 | 0.8 | 0.6 | 0.6 |
| Water Resource Technician | | 0 | 0 | 0.2 | 0.2 |
| | **Total** | **3.3** | **3.3** | **3.3** | **3.3** |
| **Total Employees** | | **166.00** | **171.00** | **178.00** | **179.00** |

# 2025 Proposed Property Tax Levy & Budget

City Council Meeting – Public Presentation

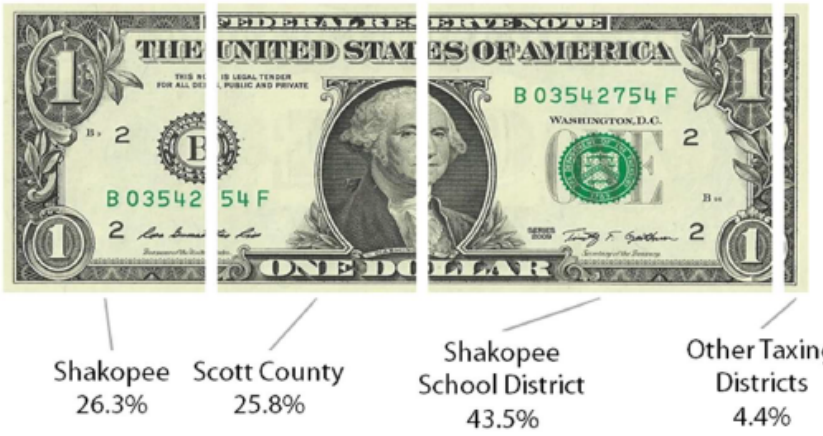
December 3, 2024

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952-233-9300 | www.ShakopeeMN.gov

# 2025 Budget & Property Tax Levy

- The City of Shakopee annually adopts a budget and property tax levy for the upcoming year.
- Tonight's public meeting provides the public an opportunity to comment on the budget and levy.

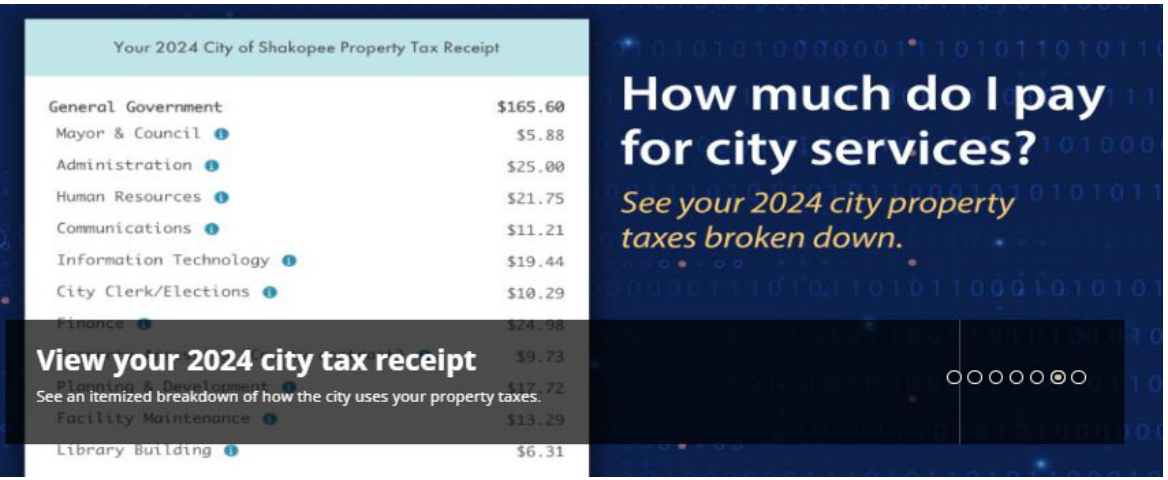
Where do My Property Taxes Go?

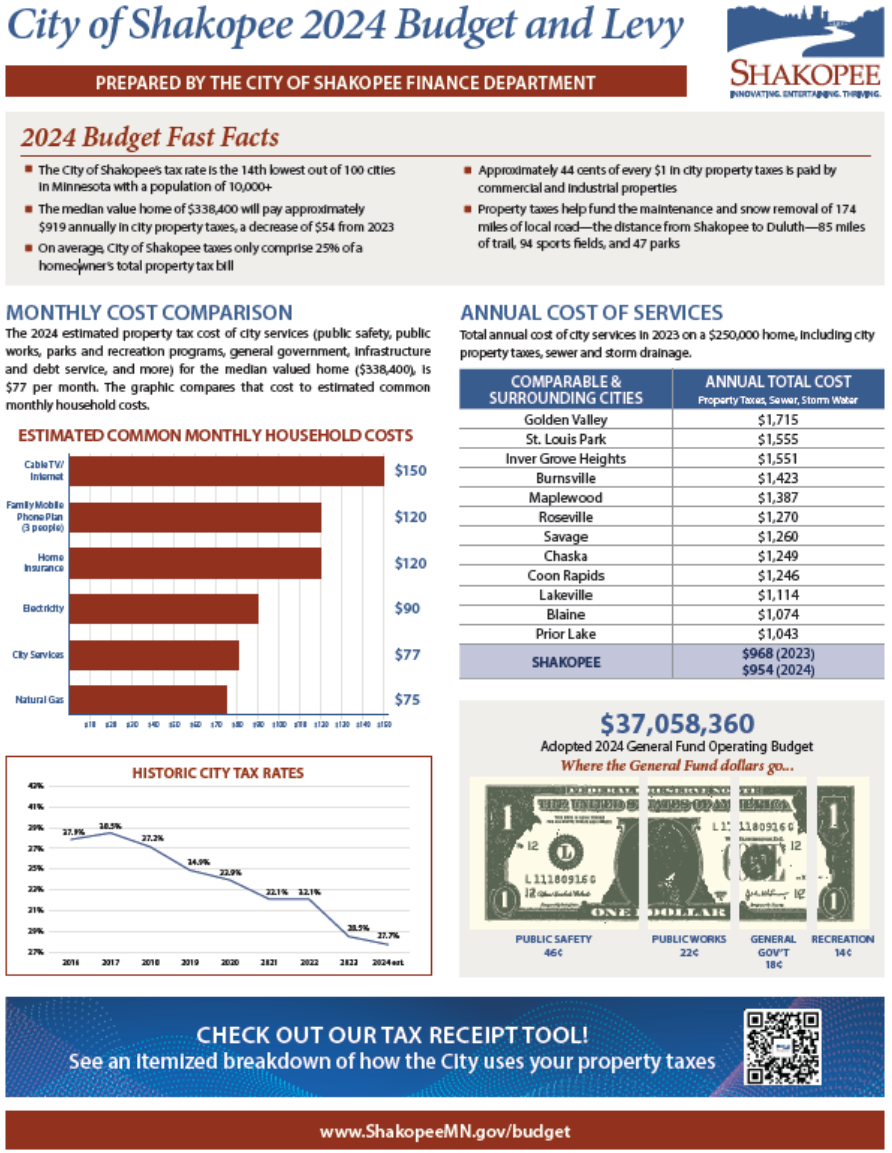



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# 2025 Financial Objectives

- City Council
  - Low taxes/stable tax rate
  - Increase tax capacity
- Administration
  - True fiscal transparency
  - Long-term perspective



# Shakopee Sustainable Cycle of City Government




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# 2025 Budget Process

- May 7 – Long-term Financial Plan council work session
- July 10 – Budget listening session
- August 6 - 2025-2029 Capital Improvement Plan (CIP) council work session
- August 7 & September 3 - Preliminary levy and budget presented to council
- September 17 - Preliminary levy and budget approval
- November 5 - 2025-2029 CIP approval
- December 3 – Public meeting on proposed levy and budget

# 2025 Budget highlights

- ✓ 8.5% growth in City taxable market value
  - $250 million (38% of growth) from new construction
- ✓ Minimal Change in City tax rate (27.40% to 27.73%)
  - Continue to be one of lowest taxed communities in the state (tax rate based on 2023 was 11th lowest out of 103 cities with 10k in population)
- ✓ Continued investment in public safety
  - Second year of phased in additional of two patrol officers
  - Police union contracts settled through 2026
  - Transition of paid on-call firefighters to full-time/part-time staffing model
  - Full-time fire inspector position added
- ✓ Provides additional funding to maintain city streets
  - $500k increase in capital improvement levy for existing street overlay and reconstruction needs




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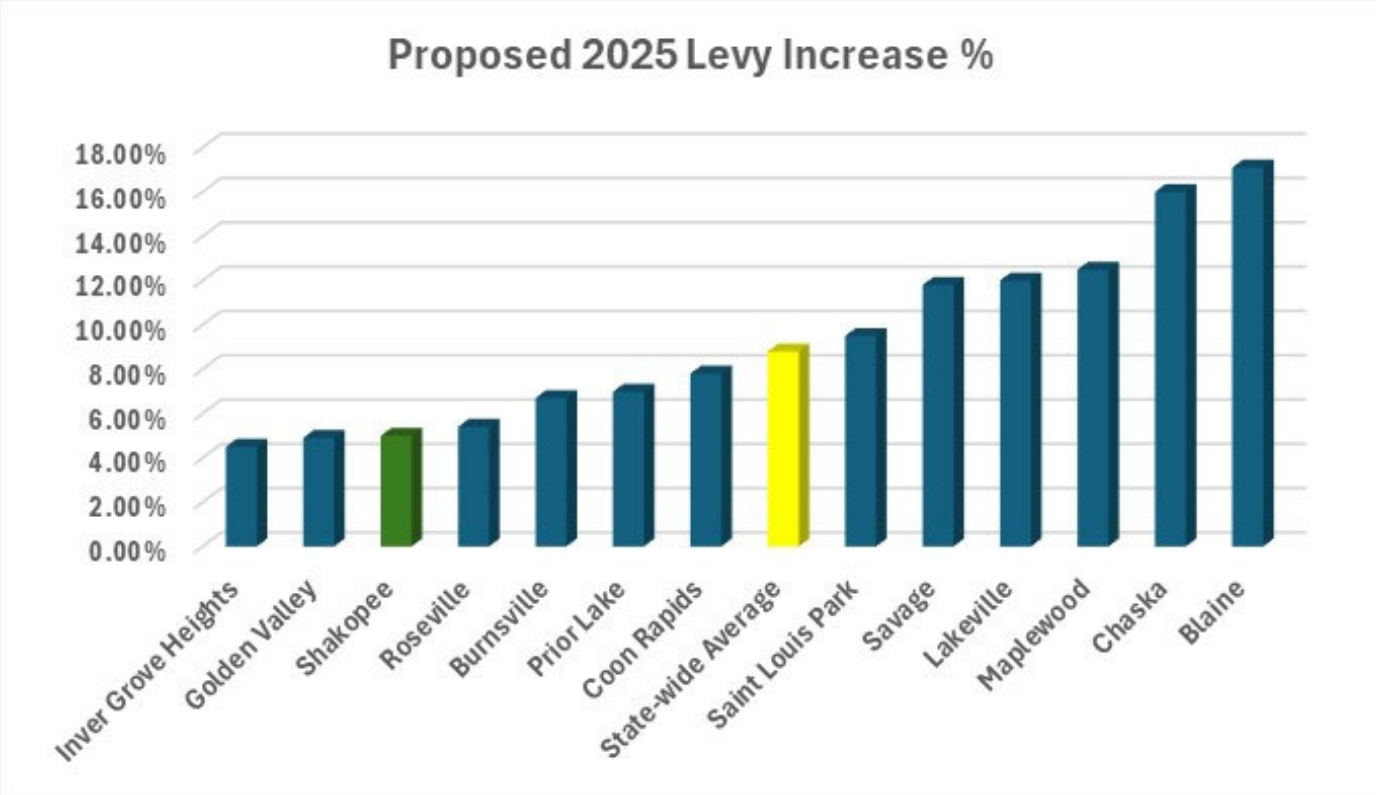
City of Shakopee | 485 Gorman St., Shakopee MN 55379

952-233-9300 | www.ShakopeeMN.gov

Cities in the metro with population between 25,000 and 100,000, based on 2023 property taxes.

# 2025 Preliminary Levies – of comparable and surrounding cities

| City | Levy % |
|---|---|
| Inver Grove Heights | 4.50% |
| Golden Valley | 4.90% |
| **Shakopee** | **4.99%** |
| Roseville | 5.40% |
| Burnsville | 6.70% |
| Prior Lake | 6.98% |
| Coon Rapids | 7.80% |
| **State-wide Average** | **8.80%** |
| Saint Louis Park | 9.50% |
| Savage | 11.80% |
| Lakeville | 12.00% |
| Maplewood | 12.49% |
| Chaska | 16.00% |
| Blaine | 17.10% |



**City of Shakopee**
**Levy Analysis**
**December 3, 2024**

| | 2024 Final | 2025 Preliminary | Increase/ (Decrease) | % Change |
|---|---|---|---|---|
| **City Levy** | | | | |
| General Fund | $ 22,336,500 | $ 23,235,050 | $ 898,550 | 4.02% |
| Abatements | 126,000 | 120,000 | (6,000) | -4.76% |
| Capital Improvement Levy | 700,000 | 1,200,000 | 500,000 | 71.43% |
| Debt Service | | | | |
| 2016 Abatement | 2,189,000 | 2,189,000 | - | 0.00% |
| 2022A Improvement | 121,500 | - | (121,500) | -100.00% |
| Total Debt Service | **2,310,500** | **2,189,000** | **(121,500)** | **-5.26%** |
| **Total City Levy** | **$ 25,473,000** | **$ 26,744,050** | **$ 1,271,050** | **4.99%** |
| **Shakopee EDA Special Levy** | $ 500,000 | $ 500,000 | $ - | 0.00% |
| **Total City and EDA Levies** | **$ 25,973,000** | **$ 27,244,050** | **$ 1,271,050** | **4.89%** |

# 2025 Proposed Budget

## 2025 Annual Budget
## GENERAL FUND SUMMARY

| | Actual 2022 | Actual 2023 | Budget 2024 | Requested Budget 2025 |
|---|---|---|---|---|
| TAXES | 19,649,595.58 | 20,790,614.32 | 22,569,800.00 | 23,446,450.00 |
| SPECIAL ASSESSMENTS | 76,312.19 | 56,189.70 | 14,000.00 | 17,000.00 |
| LICENSES AND PERMITS | 6,088,411.99 | 6,393,007.06 | 3,491,450.00 | 3,810,750.00 |
| INTERGOVERNMENTAL | 5,384,242.38 | 5,592,884.81 | 4,979,000.00 | 5,430,000.00 |
| CHARGES FOR SERVICES | 4,129,796.08 | 5,425,467.91 | 4,813,350.00 | 5,236,800.00 |
| FINES AND FORFEITURES | 9,271.31 | 327,215.22 | 200.00 | 325,200.00 |
| MISCELLANEOUS | (538,070.87) | 1,470,310.13 | 379,200.00 | 537,100.00 |
| **TOTAL REVENUES** | **34,799,558.66** | **40,055,689.15** | **36,247,000.00** | **38,803,300.00** |
| | | | | |
| GENERAL GOVERNMENT | (5,157,127.79) | (5,272,823.10) | (6,226,450.00) | (6,039,670.00) |
| PUBLIC SAFETY | (15,255,048.92) | (16,248,819.34) | (17,019,800.00) | (19,386,190.00) |
| PUBLIC WORKS | (7,473,400.08) | (7,539,353.18) | (8,260,450.00) | (8,398,550.00) |
| RECREATION | (4,828,598.28) | (5,017,323.89) | (5,208,560.00) | (5,558,990.00) |
| UNALLOCATED | (7,279.98) | (34,004.24) | (343,100.00) | (127,900.00) |
| DEBT SERVICE | (44,095.00) | (64,781.17) | 0.00 | 0.00 |
| CAPITAL OUTLAY | (37,911.06) | (296,648.07) | 0.00 | (168,000.00) |
| **TOTAL EXPENDITURES** | **(32,803,461.11)** | **(34,473,752.99)** | **(37,058,360.00)** | **(39,679,300.00)** |
| | | | | |
| TRANSFERS IN | 400,000.00 | 400,000.00 | 611,360.00 | 876,000.00 |
| PROCEEDS FROM SALE OF ASSETS | 0.00 | 0.00 | 0.00 | 0.00 |
| BOND PROCEEDS | 57,208.38 | 85,898.43 | 0.00 | 0.00 |
| TRANSFERS OUT | (226,000.00) | (4,048,650.00) | 0.00 | 0.00 |
| **TOTAL OTHER FINANCING** | **231,208.38** | **(3,562,751.57)** | **611,360.00** | **876,000.00** |
| | | | | |
| COMMITTED FUNDS - BUILDING INSPECTIONS | 0.00 | 126,000.00 | 0.00 | 0.00 |
| ASSIGNED FUND BALANCE- SAND VENTURE | 0.00 | 0.00 | 200,000.00 | 0.00 |
| **NET** | **2,227,305.93** | **2,145,184.59** | **0.00** | **0.00** |

# Summary of Levy Changes

| Description | Levy Impact |
|---|---|
| Revenues (increase) | $ (1,663,750) |
| Transfers from other funds (increase) | (264,640) |
| | |
| Expenditures: | |
| Wages & benefits | 1,969,200 |
| Operating expenses | 581,090 |
| Internal rent changes | 155,200 |
| One-time adjustments | (84,550) |
| Fund balance | 200,000 |
| Capital Improvement Levy | 500,000 |
| Debt Service | (121,500) |
| **Change in property tax levy** | **$1,271,050** |

# 2025 Revenue Changes

- Revenue forecasts (net increase of $1,663,750, excluding property taxes)

| Description | Change |
|---|---|
| Shakopee Public Utilities PILOT | $330,000 |
| Court Fines (pass through) | 325,000 |
| Building permit revenues | 303,000 |
| SandVenture | 181,000 |
| Contracted police services (offset by overtime) | 175,000 |
| Interest income (General fund) | 150,000 |
| Other (net adjustments) | 199,750 |
| **Change in Revenues** | **$1,663,750** |

# 2025 Revenue Changes

- Transfers from other city funds (covers General Fund operating costs)

| Description | Amount | Change |
|---|---|---|
| 2024 Transfer from public safety fund (Cost of two patrol officers) | $211,360 | |
| 2025 Transfer from public safety fund (Cost of 50% of two patrol officers) | 126,000 | |
| Net change in transfer from public safety fund | | (85,360) |
| Transfer from self-insurance fund | | 350,000 |
| **Change in transfers** | | **$264,640** |

# 2025 Expenditure Changes

- Change in wages and benefits ($1,969,200)

| Description | Change |
|---|---|
| Cost of living adjustment – 3% | $601,000 |
| 2024 Fire Staffing Changes | 421,000 |
| Health Insurance – 16.7% | 375,000 |
| 2024 Union Agreement Adjustments | 198,000 |
| Police OT (offset by contracted revenue) | 175,000 |
| Building Official (partially grant supported) | 114,000 |
| Fire Part-time/Overtime | 88,000 |
| Full-time Fire Inspection (July 1 start date) | 63,000 |
| Other (net adjustments) | 182,200 |
| Non-election year | (109,000) |
| Engineering Technician staff reduction | (139,000) |
| **Change in wages & benefits** | **$1,969,200** |

# 2025 Expenditure Changes

- Change in operational expenditures ($581,090)

| Description | Change |
|---|---|
| County prosecution costs | $342,500 |
| Utilities (electric/water/gas) | 99,500 |
| Software | 135,900 |
| Misc. other adjustments | 348,190 |
| Fire state aid payment (retained by city) | ($345,000) |
| **Change in operational expenses** | **$581,090** |

# 2025 Expenditure Changes

- The city utilizes internal service funds to accumulate fund for the purchase or replacement of city equipment and facilities. The funding source are annual rents (internal charges) to the appropriate departments.

| Description | Change |
|---|---|
| Equipment Rent | $120,000 |
| Building Rent | 25,000 |
| Park Facilities Rent | 10,000 |
| Information Technology Rent | 200 |
| **Change in internal rent charges** | **$155,200** |

# 2025 Expenditure Changes

- One-time Adjustments (not recurring in future) ($84,550)

| Description | Change |
|---|---|
| Fire Inspector vehicle (offset by permit revenue) | $75,000 |
| Building Inspector Ford Lightning (offset by permit revenue) | 68,000 |
| Police side-by-side (offset by tribal funds) | 25,000 |
| ERP Software Implementation Cost (2024 budget) | (252,550) |
| **Change in one-time costs** | **($84,550)** |

- Fund Balance ($200,000)
  - $200,000 previously utilized in the 2024 budget, has been added back for 2025

# Capital Improvements Levy (proposed increase of $500,000)

| Capital Improvement Fund | | | | | |
|---|---|---|---|---|---|
| **Revenues** | 2025 Budget | 2026 Projected | 2027 Projected | 2028 Projected | 2029 Projected |
| CIF - Levy | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| Franchise Fees | 950,000 | 950,000 | 950,000 | 950,000 | 950,000 |
| Special Assessments | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| Municpal State Aid | 1,989,800 | 2,075,600 | 2,127,000 | 2,127,000 | 2,127,000 |
| Other | 3,708,400 | 4,438,489 | 661,089 | 571,714 | 600,339 |
| Total Revenues | 8,198,200 | 9,014,089 | 5,288,089 | 5,198,714 | 5,227,339 |
| **Expenses** | | | | | |
| Annual (overlay/recon.) | 9,215,400 | 6,349,000 | 7,175,000 | 8,652,000 | 6,239,000 |
| Other Project Costs | 4,883,000 | 8,863,300 | 3,483,000 | - | 450,000 |
| Total Expenses | 14,098,400 | 15,212,300 | 10,658,000 | 8,652,000 | 6,689,000 |
| **Net** | **(5,900,201)** | **(6,198,211)** | **(5,369,911)** | **(3,453,286)** | **(1,461,661)** |

2023 Community Survey – 67% willing to pay more to keep roads well-maintained.

# Debt Service (levy decrease of $121,500)

- 2022A Improvement Bond Levy $0
  - Provided funding for the Capital Improvements Fund
  - Net year over year reduction of $121,500
    - Reduced in 2024 reduction of $226,000 from year-end fund balance
    - Proposed 2025 reduction of $346,500 from year-end fund balance
  - Required debt cancellation of $346,500
- 2016 Abatement Bond Levy $2,189,000 (no change)
  - Funded Community Center and Ice Arena construction
  - Required debt cancellation of $49,800

# Taxable Market Value

| Class | Payable 2024 | Payable 2025 | Change (%) |
|---|---|---|---|
| **Agricultural** | $65,302,703 | $170,996,310 | 161.9% |
| **Apartment** | 713,349,600 | 775,437,500 | 8.7% |
| **Commercial** | 702,496,200 | 757,419,500 | 7.8% |
| **Industrial** | 1,571,476,000 | 1,762,431,500 | 12.2% |
| **Public Utility/Railroad** | 31,337,200 | 41,592,700 | 32.7% |
| **Residential** | 4,692,583,394 | 4,927,465,807 | 5.0% |
| **Other** | 2,279,600 | 3,849,500 | 68.9% |
| **Totals** | $7,778,824,697 | $8,439,192,817 | 8.5% |

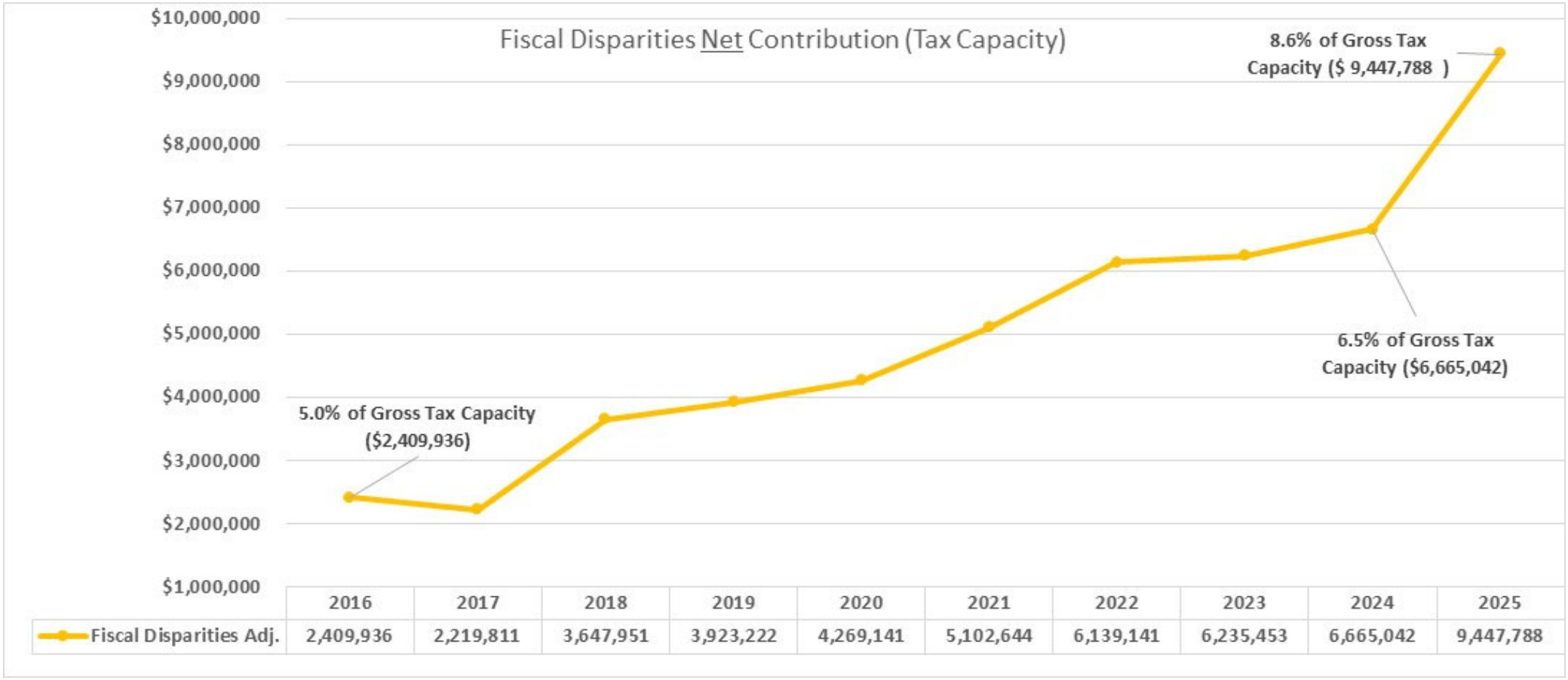
New construction accounts for $250 million or 38% of the increase

# Residential Market Value

- Average value change was 3.6%
- Homestead Market Value Exclusion increased from $417,000 to $517,000 for taxes payable in 2025

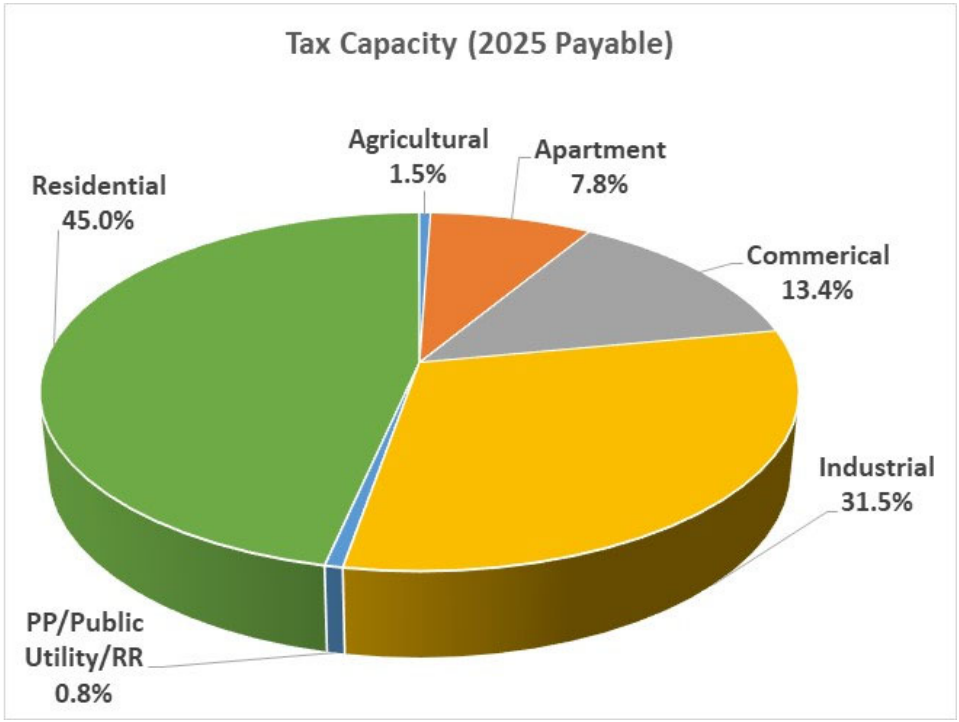
| Residential Impacts - Shakopee | | |
|---|---|---|
| Estimated Market Value Range Increase/Decrease | Number of Residential Properties | Percentage of Total |
| +15.01+% | 411 | 3% |
| +10.01-15.00% | 579 | 4% |
| +5.01-10.00% | 2,210 | 17% |
| +0.01-5.00% | 9,120 | 70% |
| No Change | 17 | 0% |
| -0.01-5.00% | 505 | 4% |
| -5.01 - 10.00% | 63 | 0% |
| -10.00 - 15.00% | 35 | 0% |
| -15.01% + | 6 | 0% |
| | 12,946 | 100% |

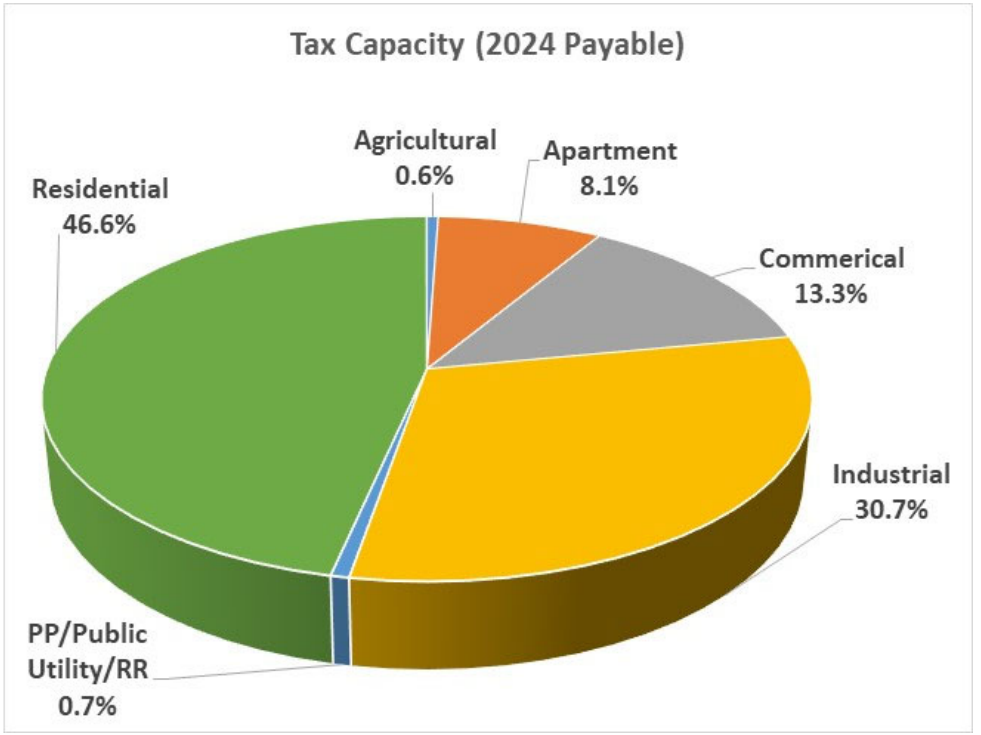
# Fiscal Disparities (net contribution)

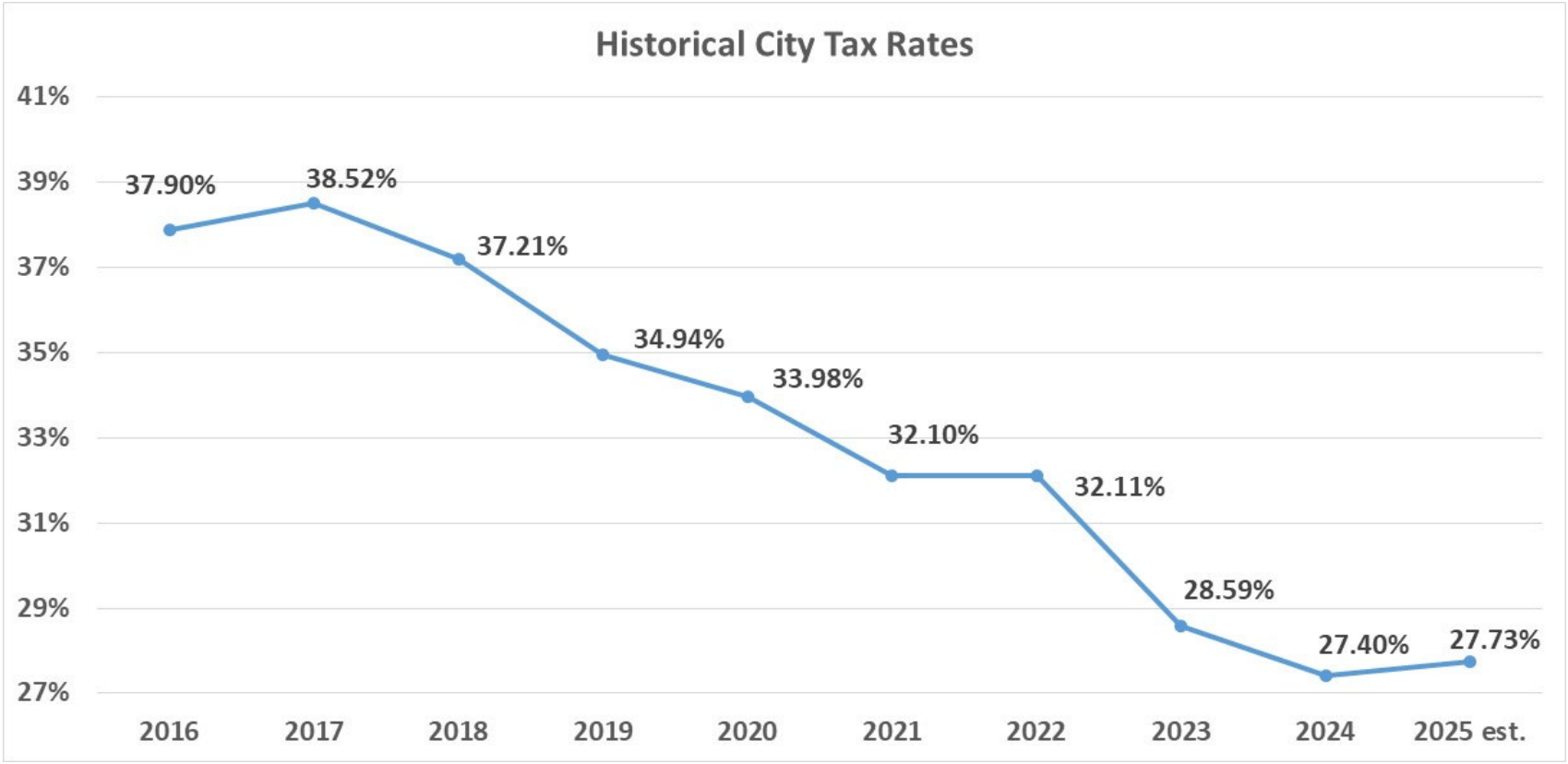



| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
|---|---|---|---|---|---|---|---|---|---|---|
| Fiscal Disparities Adj. | 2,409,936 | 2,219,811 | 3,647,951 | 3,923,222 | 4,269,141 | 5,102,644 | 6,139,141 | 6,235,453 | 6,665,042 | 9,447,788 |

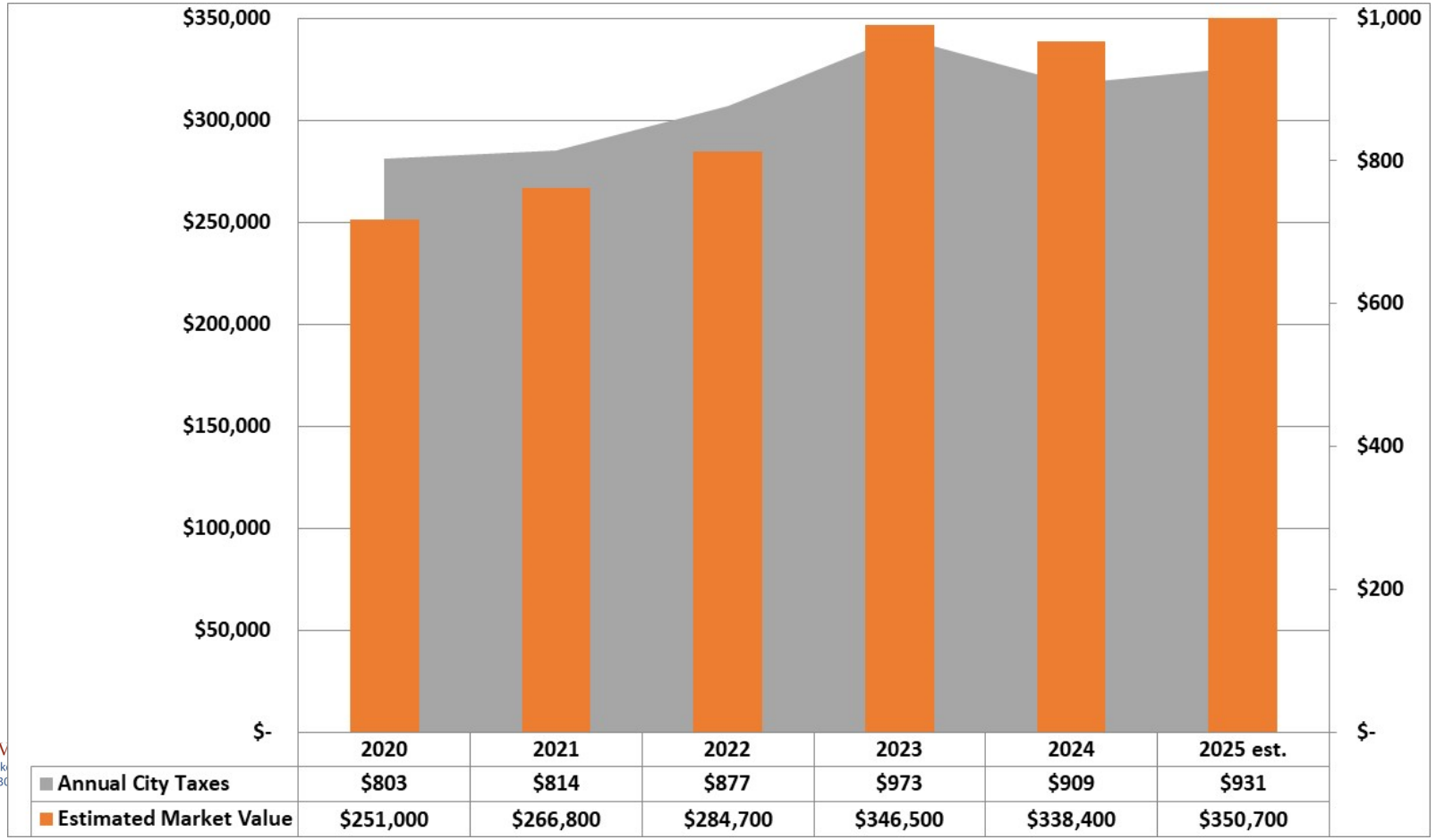
# Tax Capacity




Historical City Tax Rates
41%
39%
37%
35%
33%
31%
29%
27%
37.90%
38.52%
37.21%
34.94%
33.98%
32.10%
32.11%
28.59%
27.40%
27.73%
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025 est.

# Median Value Home




| | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 est. |
|---|---|---|---|---|---|---|
| Annual City Taxes | $803 | $814 | $877 | $973 | $909 | $931 |
| Estimated Market Value | $251,000 | $266,800 | $284,700 | $346,500 | $338,400 | $350,700 |

# 2025 Property Tax Levy Comparison

Pay 2025 Market Value of $270,000 = $12 tax increase

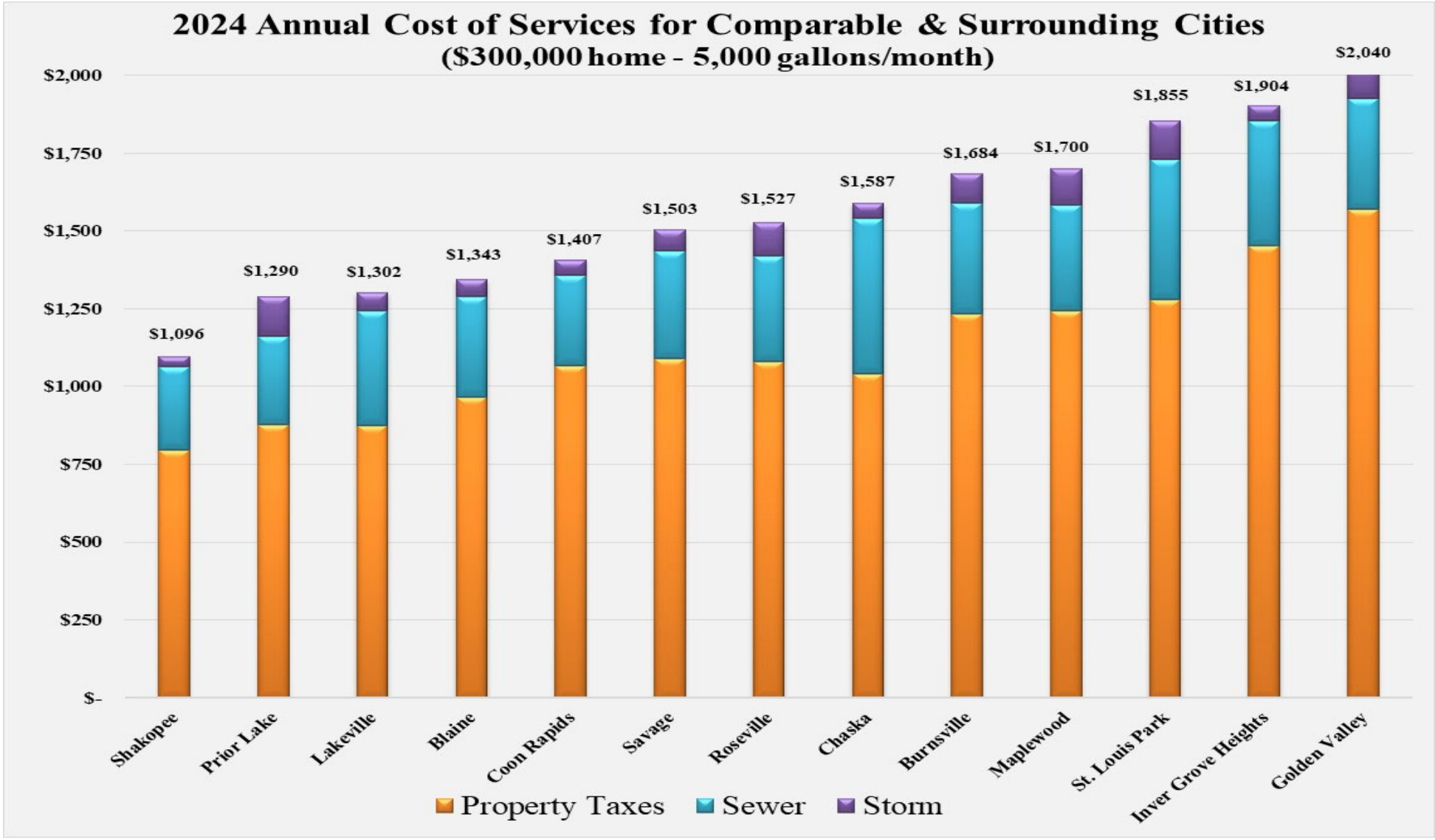


Pay 2025 Market Value of $350,700 = $22 tax increase



Pay 2025 Market Value of $433,000 = $37 tax increase




2024 Annual Cost of Services for Comparable & Surrounding Cities
($300,000 home - 5,000 gallons/month)
$2,000
$1,750
$1,500
$1,250
$1,000
$750
$500
$250
$-
$1,096
$1,290
$1,302
$1,343
$1,407
$1,503
$1,527
$1,587
$1,684
$1,700
$1,855
$1,904
$2,040
Shakopee
Prior Lake
Lakeville
Blaine
Coon Rapids
Savage
Roseville
Chaska
Burnsville
Maplewood
St. Louis Park
Inver Grove Heights
Golden Valley
Property Taxes
Sewer
Storm

# Budget Calendar

| Date | Who | What |
|---|---|---|
| **May 7, 2024** | Council/Staff | Review Long-term Financial Plan |
| **July 10, 2024** | Public/Staff | Budget Listening Session |
| **August 7, 2024** | Council/Staff | Review Preliminary Capital Improvement Plan (CIP)<br>Budget Overview |
| **September 3, 2024** | Council/Staff | Review proposed levy, initiatives and requests |
| **September 17, 2024** | Council | Adopt proposed maximum tax levy for City and Final EDA Levy. |
| **September 30, 2024** | Staff | Certify maximum tax levy to the County which will be used for proposed property tax notices |
| **November 6, 2024** | Council | Adopt final 2025-2029 CIP |
| **Mid-November** | County | Proposed tax notices sent to owners |
| **December 3, 2024** | Council | Hold public meeting to discuss levy and budget. Review and approve utility rates for 2025. |
| **December 17, 2024** | Council | Adopt final tax levy and budget |
| **December 31, 2024** | Staff | Certify final tax levy and budget to County and State |

# 2025 Proposed Budget and Levy (Next Steps)

- This is a public meeting and the public is welcome to speak on the budget and/or tax levy.
- After tonight's meeting, the budget and levy will come back to the Council on December 17 for final approval.
- No action is required tonight other than to invite to the public to speak.

**Agenda Item:** CH 17 Reconstruction Project Presentation
**Prepared by:** Alex Jordan, City Engineer
**Reviewed by:**

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**Action to be considered:**
None

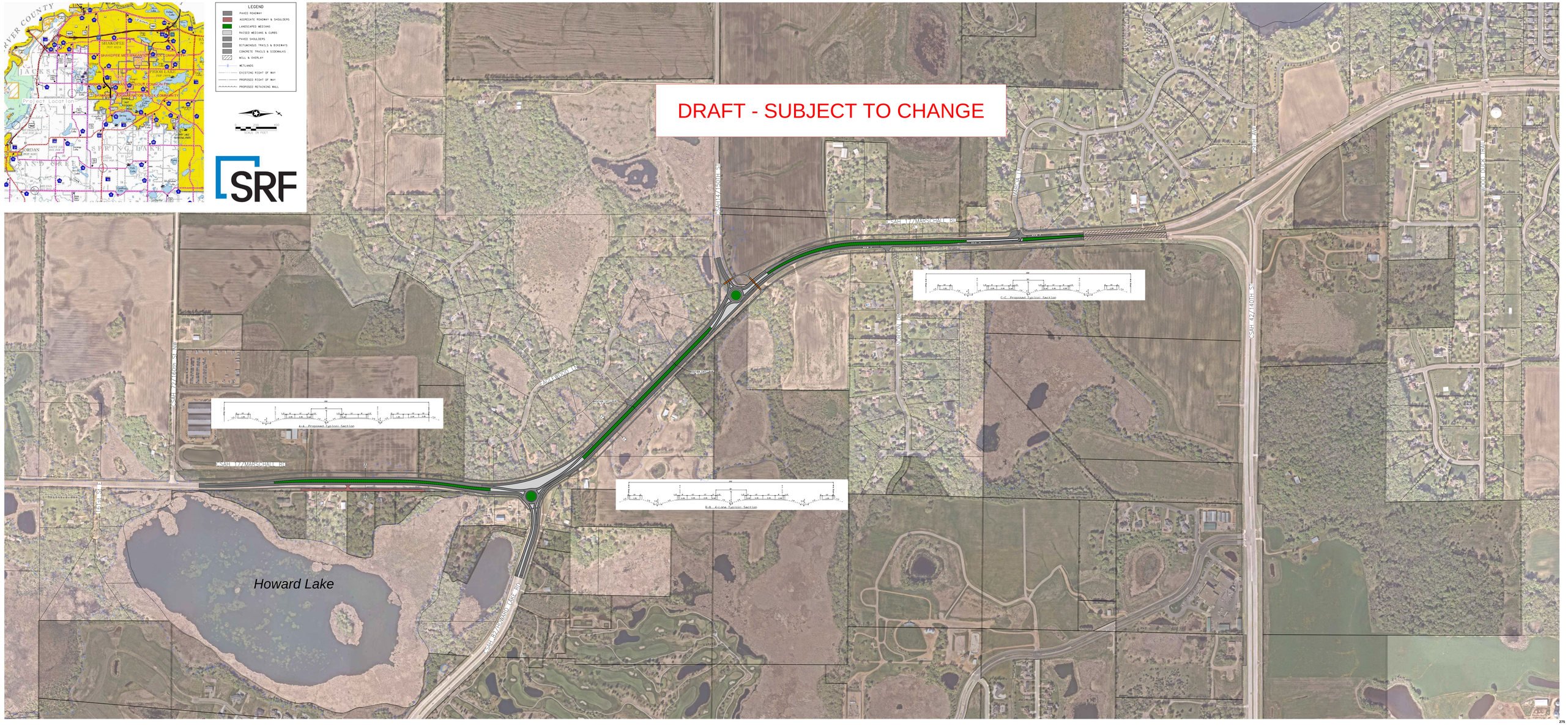
**Motion Type:**
Discuss

**Background:**
A preliminary concept for the County Highway (CH) 17 Expansion Project will be presented to the City Council for discussion. The project includes reconstruction of CH 17 to a divided rural roadway with pedestrian trails along both sides of the roadway from 160th Street to CH 42. Intersection improvements (multi-lane roundabouts) are proposed at the intersections with CH 82 and CH 14. Access restrictions are proposed at driveways and local roadway connections with CH 17, including at Marcia Lane and Norton Drive in Shakopee. Scott County is the lead agency for the improvements and construction is programmed for 2027. Following the presentation, staff is requesting feedback from the City Council to provide to Scott County on the proposed improvements prior to proceeding with final design and public outreach.

**Recommendation:**
None

**Budget Impact:**
Scott County's draft 2025-2034 Transportation Improvement Program (TIP) includes $1,015,000 from the City of Shakopee in FY2027 for its share of the overall project costs.

**Attachments:**
County Highway 17 - DRAFT Project Layout
Scott County TIP


DRAFT - SUBJECT TO CHANGE
LEGEND
PAVED ROADWAY
AGGREGATE ROADWAY & SHOULDERS
LANDSCAPED MEDIANS
RAISED MEDIANS & CURBS
PAVED SHOULDERS
BITUMINOUS TRAILS & BIKEWAYS
CONCRETE TRAILS & SIDEWALKS
MILL & OVERLAY
WETLANDS
EXISTING RIGHT OF WAY
PROPOSED RIGHT OF WAY
PROPOSED RETAINING WALL
SCALE IN FEET
SRF
Project Location
CSAH 17/MARSCHALL RD
CSAH 17/160TH ST NW
CSAH 82/HOWARD LAKE RD
CSAH 42/140TH ST
165TH ST E
HARVEST WAY
NORTON DR
WOOD DUCK TRAIL
Howard Lake
8-Lane Typical Section
6-Lane Typical Section
C-D Proposed Typical Section

# Transportation Improvement Project
## 2025 through 2034

**PROJECT # CP17-35**
**PROJECT NAME: CH 17 Reconstruction (CH 82 to CH 42)**

| | | | |
|---|---|---|---|
| **Construction Year:** | 2027 | **Category:** | Expansion |
| **Department:** | Highway | **Road:** | 17 |
| **Project Type:** | Reconstruction | **Length:** | 1.25 |




## Project Description:

Reconstruction of CH 17 from approximately 1000 feet south of CH 82 to south of CH 42 (Marcia Lane) as a mobility corridor with trails and enhanced traffic operations at the CH 14 and CH 82 intersections. The city cost participation identified is for the trail corridor only. SMSC has/will donate right of way on properties they own within the project limits.

## Project Justification:

The purpose of the project is to increase safety and capacity of this segment including intersection improvements at CH 14 and CH 82. CH 17 is a future principal arterial. The proposed improvements will proactively address the current and anticipated safety needs at the two major intersections, eliminate direct access where appropriate, and accommodate traffic growth in this segment of the corridor.

| Funding Sources | Prior | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 | FY2031 | FY2032 | FY2033 | FY2034 | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| City of Shakopee | $0 | $0 | $0 | $1,015,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $1,015,000 |
| City of Prior Lake | $0 | $0 | $0 | $211,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $211,000 |
| County Funds | $553,639 | $724,000 | $100,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $1,377,639 |
| County State Aid Funds | $0 | $0 | $0 | $12,962,000 | $1,315,000 | $0 | $0 | $0 | $0 | $0 | $0 | $14,277,000 |
| Sales Tax | $1,611,000 | $5,280,000 | $2,800,000 | $5,000,000 | $840,000 | $0 | $0 | $0 | $0 | $0 | $0 | $15,531,000 |
| TAA-Active Transportation | $0 | $0 | $0 | $0 | $2,500,000 | $0 | $0 | $0 | $0 | $0 | $0 | $2,500,000 |
| TAA-Transit, Complete Streets & Mitigation | $0 | $0 | $0 | $1,262,000 | $1,185,000 | $0 | $0 | $0 | $0 | $0 | $0 | $2,447,000 |
| **Total** | **$2,164,639** | **$6,004,000** | **$2,900,000** | **$20,450,000** | **$5,840,000** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$37,358,639** |

| Expenditures | Prior | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 | FY2031 | FY2032 | FY2033 | FY2034 | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Design Consultant | $1,186,000 | $724,000 | $100,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $2,010,000 |
| ROW Consultant | $28,500 | $180,000 | $200,000 | $0 | $40,000 | $0 | $0 | $0 | $0 | $0 | $0 | $448,500 |
| ROW | $950,139 | $5,100,000 | $2,600,000 | $0 | $800,000 | $0 | $0 | $0 | $0 | $0 | $0 | $9,450,139 |
| Construction Consultant | $0 | $0 | $0 | $50,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $50,000 |
| Construction | $0 | $0 | $0 | $20,000,000 | $5,000,000 | $0 | $0 | $0 | $0 | $0 | $0 | $25,000,000 |
| Scott Co. Fiber Ring Cost | $0 | $0 | $0 | $400,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $400,000 |
| **Total** | **$2,164,639** | **$6,004,000** | **$2,900,000** | **$20,450,000** | **$5,840,000** | **$0** | **$0** | **$0** | **$0** | **$0** | **$0** | **$37,358,639** |

**Agenda Item:** City Bill List
**Prepared by:** Becky Smith, Accounting Specialist
**Reviewed by:**

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**Action to be considered:**
Review of City Bill List

**Motion Type:**
Informational only

**Background:**
The City Bill has been provided to the City Council.

**Recommendation:**
Review of City Bill List

**Budget Impact:**
N/A

**Attachments:**