



South St. Paul

MAYOR/COUNCIL WORKSESSION
SSP City Hall
125 3rd Avenue North

This meeting will take place in the
2nd Floor Conference Room

Monday, August 8, 2016
7:00 p.m.

AGENDA:

1. Discuss Danner, Inc. development concept for the vacant property east of the Pomp's Tire site
2. Discuss concerns raised about the ball fields under development at Kaposia Landing
3. Budget Discussion – Public Works, Central Garage, Parks & Recreation, Doug Woog Arena



COUNCIL WORKSESSION REPORT

DATE: AUGUST 8, 2016

DEPARTMENT: Community Development - Planning

ADMINISTRATOR: SPK

1

AGENDA ITEM: Review Danner, Inc. concept for vacant parcel on Verderosa Avenue

ACTION TO BE CONSIDERED:

Review and discuss

OVERVIEW:

The City received plans from Danner, Inc. to relocate the operation to a vacant property on Verderosa Avenue. This relocation would make way for the sale and redevelopment of the current Danner site. The Verderosa site has extensive soil contamination that will need to be remediated to accommodate building at that location. Danner would site the building at the western 1/3 of the property and would leave the eastern 2/3 of the property for exterior storage. In addition the site would also have the gas and diesel fuel sales and rock crushing.

DEVELOPMENT CONCEPT:

The development concept would have a 16,000 square foot building footprint (with 3,000 s.f. basement for storage) on the west 265 feet of the property in the area behind the Pomp's Tire building. The north side of the building would have a fuel island with gas pumps catering to pickups and passenger vehicles while the east side of the building would have a larger diesel canopy to serve large trucks. The remaining 5 acres of property to the east would be exterior storage including storage for vehicles and stockpiling and concrete crushing.

COMPREHENSIVE PLAN – PLANNED FUTURE LAND USE:

The Comprehensive Plan shows the area as guided Industrial but also within the 494 Corridor Area where emphasis was placed on improving aesthetics, uses, and decreasing exterior storage for the area which most visible from 494. The proposed land use includes a majority of the site as exterior storage which is inconsistent with the future land use guided for the property.

ZONING CONSIDERATIONS:

- Zoning: The property is zoned I: Industrial. Exterior storage and exterior processing are listed as conditional uses for certain properties south of 494 but are not permitted uses north of 494 (except for exterior storage and processing of wood chips – that is a conditional use throughout the Industrial zone). However the following is listed as a conditional use: “temporary on-site rock crushing operation when used for surcharging the land as an integral part of a land reclamation plan approved by the City Engineer.”
- The use of the building would fall under truck/vehicle repair and office space. Vehicle repair is a conditional use in the Industrial district and office is a permitted use.
- Truck stops (truck fueling station) is a conditional use in the Industrial district.
- The proposed building would cover approximately 5.5% of the site where the recently approved minimum FAR would call for 20%.
- Danner states that initially the surface for the exterior storage area would be dirt, etc. but eventually the surface would be paved.

Danner at Verderosa

August 8, 2016

Page 2 of 2

- Screening of exterior storage – the applicant is proposing to screen the exterior storage area with a wood privacy fence along the Verderosa side (north) of the property and would use coniferous trees (mostly Arborvitaes) along the south property line abutting the ramp to 494.

TIMELINE & SCHEDULE:

An application has been submitted to consider the items for the September Planning and Council meetings. The application has not yet been determined to be complete. If found to be complete the tentative City Council meeting would be on September 19th.

SOURCE OF FUNDS:

N/A

To City Council,

We are going to ask for a C.U.P for extra storage of equipment, trucks and for our fueling station. We are also asking for an I.U.P for material to stockpile on site, before we start digging out the demolition material. There is about 400,000 yards of material that need to be dug out and hauled away. We want to crush the concrete on site for approximately 4 years. It will take about that long to get that done. The removal and haul out of material that is stockpiled on the property, will be placed there in the summertime, except when the building is being constructed. That will have to be done in the winter, because it should be put up in March.

The building will be a prefabricated concrete building. We will attach pictures along with our proposed plans.

The outside area that will be removed will be screened of brush and trees. This lot should be about 8-10 feet lower than the path. There will be a wall constructed on the south side of the property. There will be a chain link fence put on top of the storage area. When completed it will be an all impervious surface.

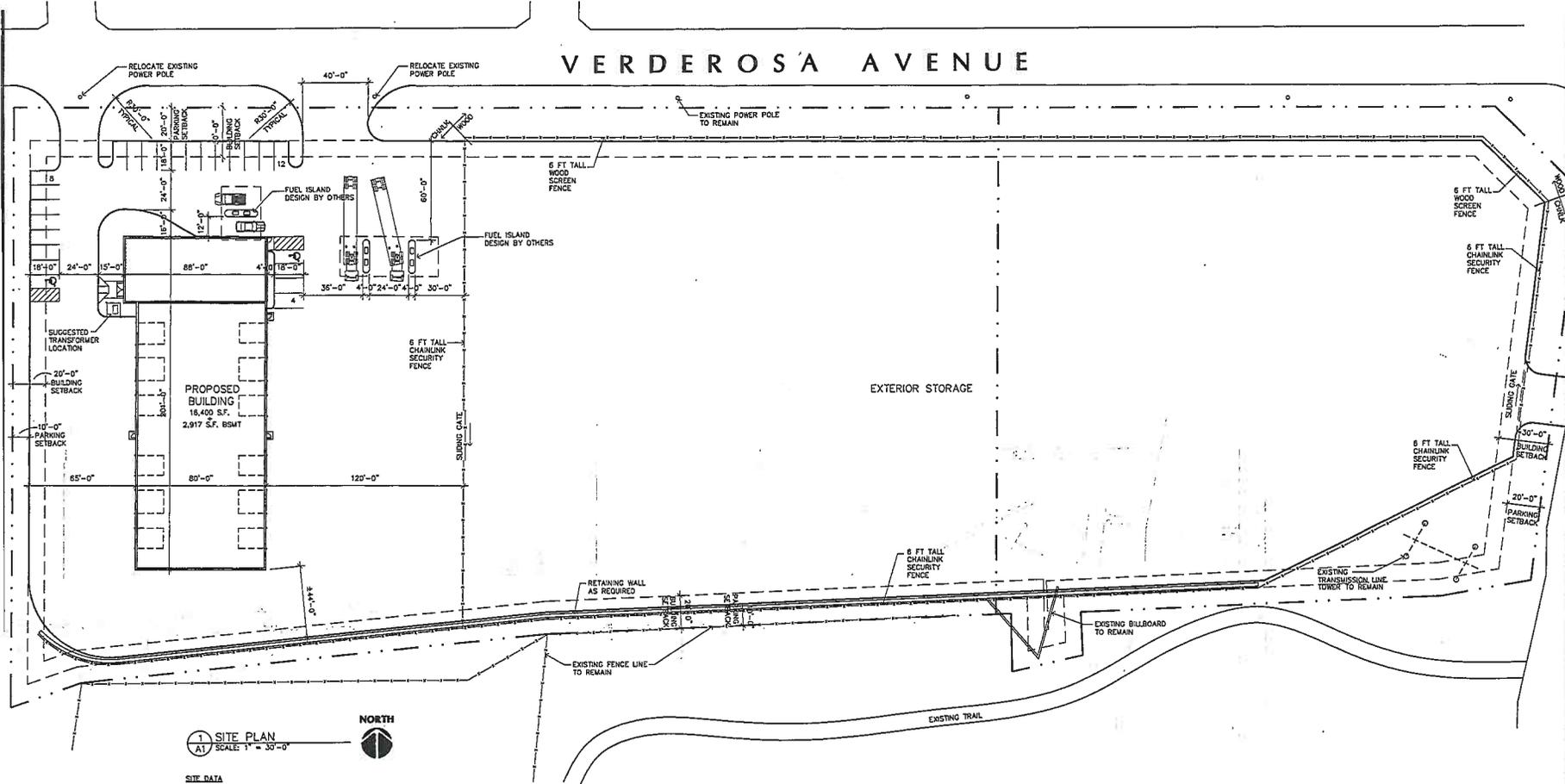
Being that the property is all contaminated. The storm water will have to go directly into a storm pipe that will have to be moved onto the property. After the parking lot is done we will have to do something different.

The signage will remain the same as it is on our property now.

I can explain more if I am aloud to come to a work session and answer any questions you may have.

A handwritten signature in black ink, appearing to read "Malcolm". The signature is written in a cursive style with a large, prominent loop at the end.

VERDEROSA AVENUE



1 SITE PLAN
AT SCALE: 1" = 30'-0"



SITE DATA
 ZONING - L INDUSTRIAL DISTRICT
 CUP REQUIRED FOR TRUCK REPAIR AND EXTERIOR STORAGE
 LOT SIZE - ±296,576 S.F. = 6.81 ACRES
 BUILDING
 18,400 S.F. TRUCK REPAIR FACILITY + 2,917 S.F. BASEMENT
 BUILDING COVERAGE
 18,400 S.F. / 296,576 S.F. = 5.5% \leq 40%
PARKING DATA
 OFFICE AREA
 3,500 S.F. AT 1/300 = 12 STALLS
 REPAIR GARAGE
 12 BAYS AT 3/BAY = 36 STALLS
 1 PER EMPLOYEE = 12 STALLS
 STORAGE AREA
 2,917 S.F. AT 1/2000 = 1 STALLS
 61 STALLS REQUIRED
 24 STALLS PROVIDED
 37 SERVICE STAGING STALLS PROVIDED IN EXTERIOR STORAGE
 61 TOTAL STALLS PROVIDED

NOTE: BOUNDARY MUST BE VERIFIED WITH CURRENT SURVEY



LAMPERT ARCHITECTS
 420 Summit Avenue
 St. Paul, MN 55102
 Phone 781.735.1211 Fax 781.737.2849
 lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
PRELIMINARY FOR CONSTRUCTION
 LAMPERT
 PROJECT NO. 13669
 DATE 7/27/16

DANNER TRUCK SERVICE
 South St. Paul, Minnesota

Copyright 2016
 Licensed Lampert Architects, P.A.
 Project Designer: JAMES B
 Drawn By: JRB
 Checked By: LL
 Revisions

7/9/16	PRELIMINARY
7/27/16	CITY SUBMITTAL

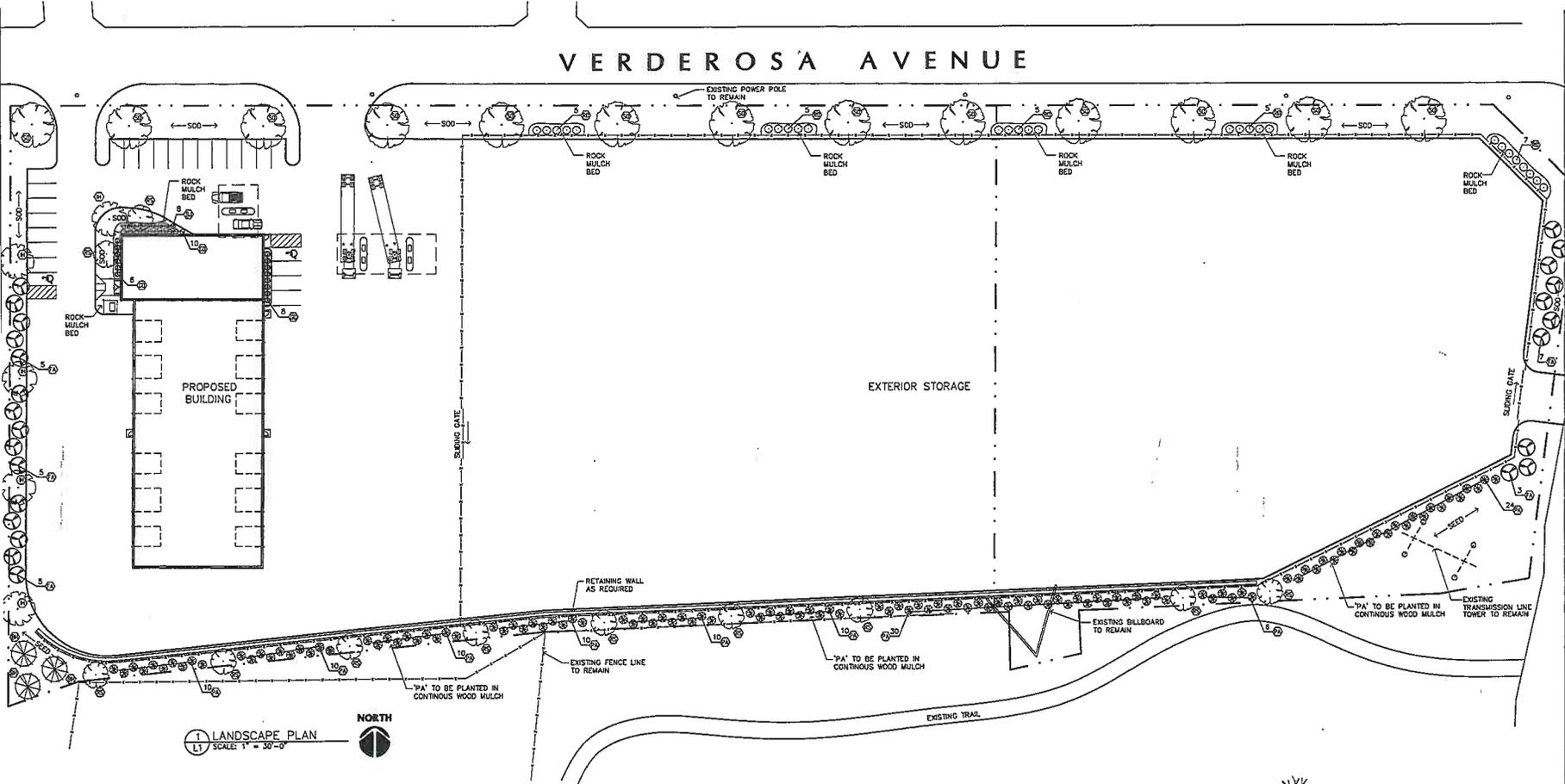
SITE PLAN

Sheet Number

A1

Project No. 160623-1

VERDEROSA AVENUE

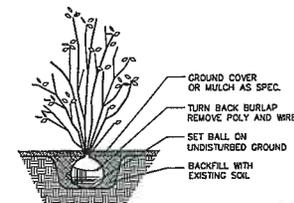


PRELIMINARY
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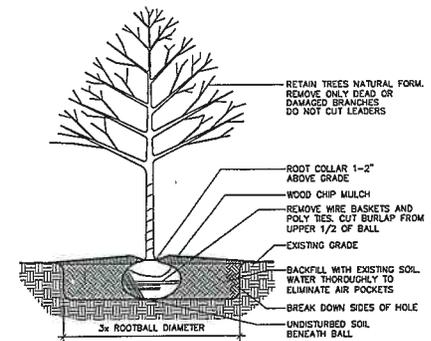
DANNER TRUCK SERVICE
South St. Paul, Minnesota

QTY.	KEY	COMMON NAME	BOTANICAL NAME	SIZE	MTHD	REMARKS
13	SO	SWAMP WHITE OAK	QUERCUS BICOLOR	2.5"	BB	
5	IR	IMPERIAL HONEYLOCUST	BETULA NIGRA	2.5"	BB	
11	RS	RED SPLENDOR CRAB	MALUS HYBRIDS 'RED SPLENDOR'	1.5"	BB	
3	BH	BLACK HILLS SPRUCE	PICEA GLAUCO DENSATA	6 FT	BB	
25	FA	FAT ALBERT BLUE SPRUCE	PICEA PUNGENS	6 FT	BB	
27	RD	RED TWIGGED DOGWOOD	CORNUS BAILEY 'CARDINAL'	#5	CONT.	
114	PA	PYRAMIDAL ARBORIZETA	THUJA OCCIDENTALIS	#5	CONT.	
24	CD	GARDEN GLOW BOGARDIA	CORNUS HESSI GARDEN GLOW	#5	CONT.	
8	BJ	BLUE CHIP JUNIPER	JUNIPERUS HOR. BLUECHIP	#5	CONT.	

- LANDSCAPE NOTES:
- SEED/SOD AREAS AS SHOWN ON THE PLAN.
 - PLANTINGS TO BE PLACED IN ROCK MULCH BED, PLANTING BED TO BE SEPARATED FROM SODDED AREAS BY BLACK VINYL EDGER.
 - UNDERGROUND IRRIGATION SYSTEM TO BE PROVIDED FOR ALL FOUNDATION PLANTINGS AND SODDED AREAS. PROVIDE MOISTURE SENSOR.
 - SITE IS VOID OF SIGNIFICANT EXISTING VEGETATION.



3 SHRUB PLANTING DETAIL
SCALE: NOT TO SCALE



2 TREE PLANTING DETAIL
SCALE: NOT TO SCALE

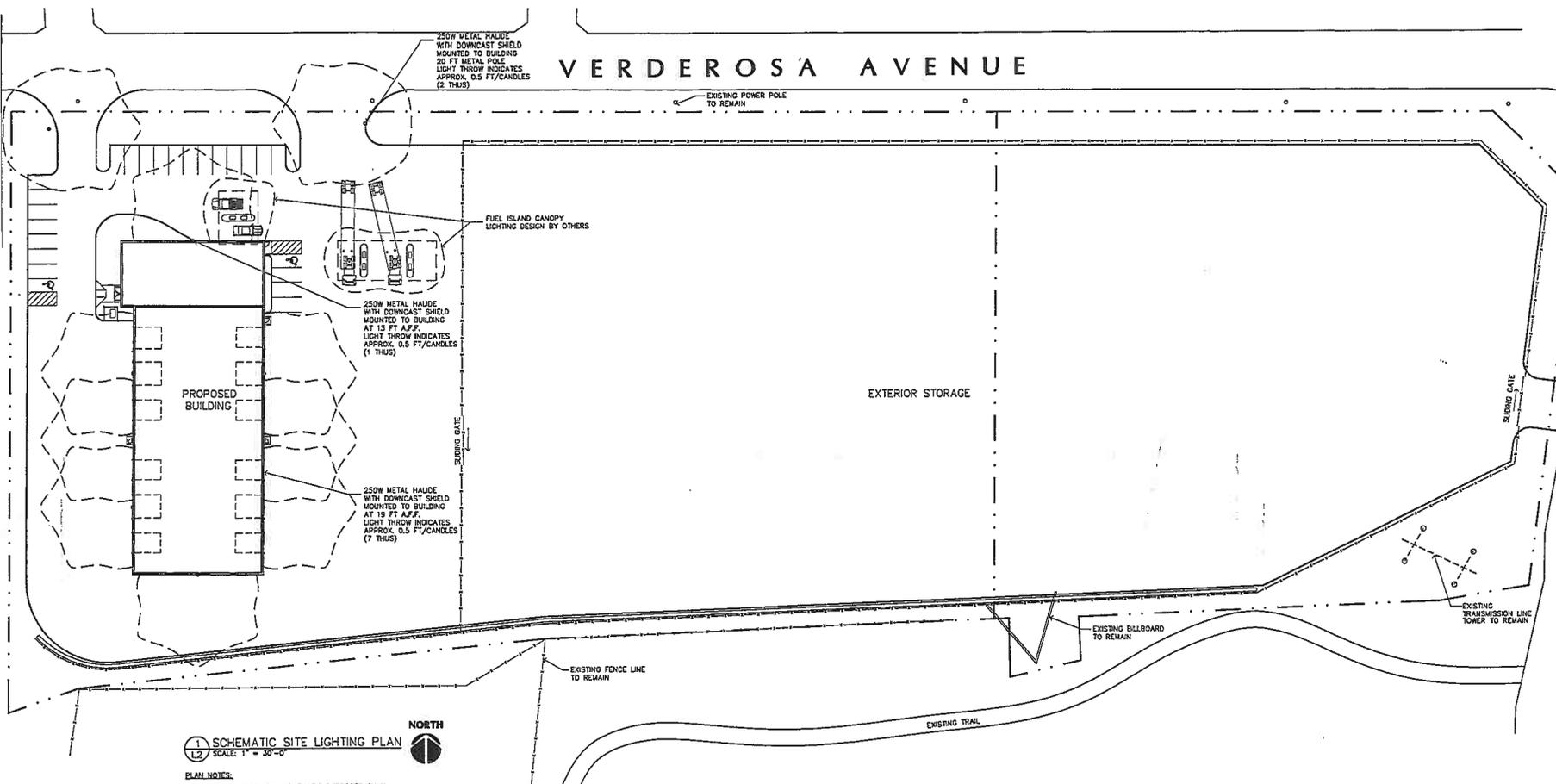
Drawn By: JRB
Checked By: LL

Revisions	
7/8/18	PRELIMINARY
7/27/18	CITY SUBMITTAL

LANDSCAPE PLAN
Sheet Number

L1

VERDEROSA AVENUE



- PLAN NOTES:**
1. LIGHTING SHOWN FOR SCHEMATIC PURPOSES ONLY. LIGHTING IS DESIGN-BUILD BY ELECTRICAL CONTRACTOR. VERIFY SIZE, STYLE, QUANTITY, AND LOCATION W/ OWNER AND CONTRACTOR. PROVIDE LIGHTING PHOTOMETRICS IF NECESSARY AT CITY'S REQUEST.
 2. ALL LIGHTING IS TO BE SHIELDED/DIRECTED AWAY FROM ADJACENT PROPERTIES AND STREET RIGHT OF WAYS.
 3. PROVIDE EMERGENCY EXIT LIGHTING AT ALL EXIT DOORS.

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South St. Paul, Minnesota

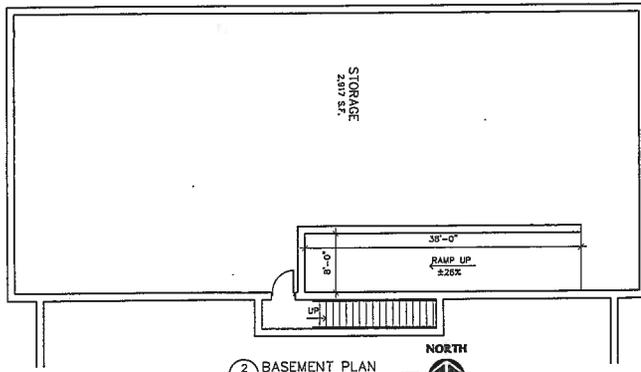
Drawn By: JRB	
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Revisions	
7/8/16	PRELIMINARY
7/27/16	CITY SUBMITTAL

SCHEMATIC SITE
LIGHTING PLAN

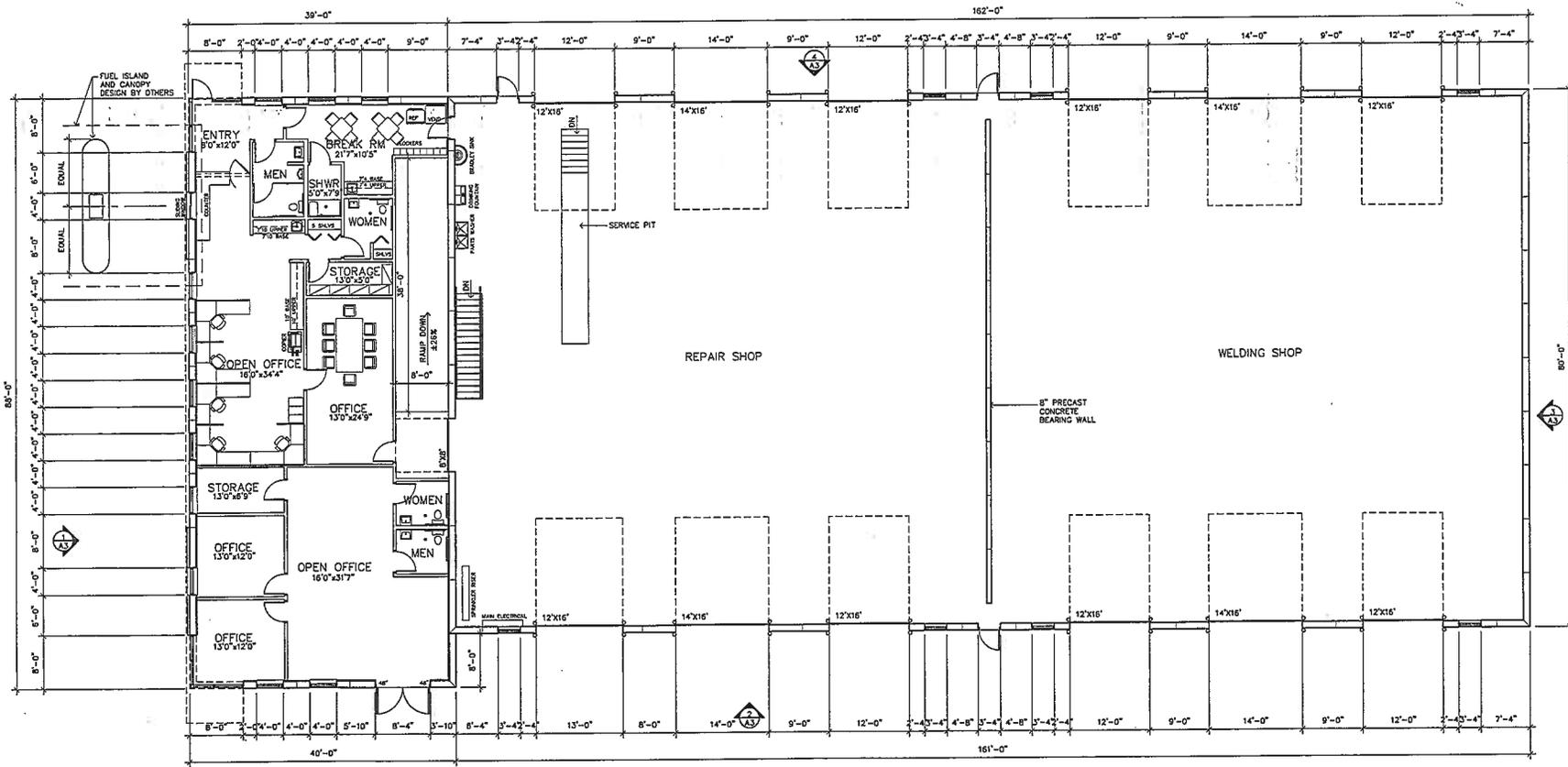
Sheet Number

L2

Project No. 160623-1



2 BASEMENT PLAN
SCALE: 1/8" = 1'-0"



1 FLOOR PLAN
SCALE: 1/8" = 1'-0"



LAMPERT ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone 782.755.1311 Fax 782.737.3849
lampo@lampertrch.com

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South St. Paul, Minnesota

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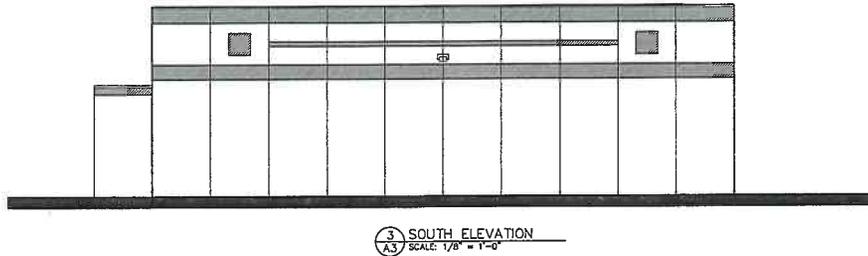
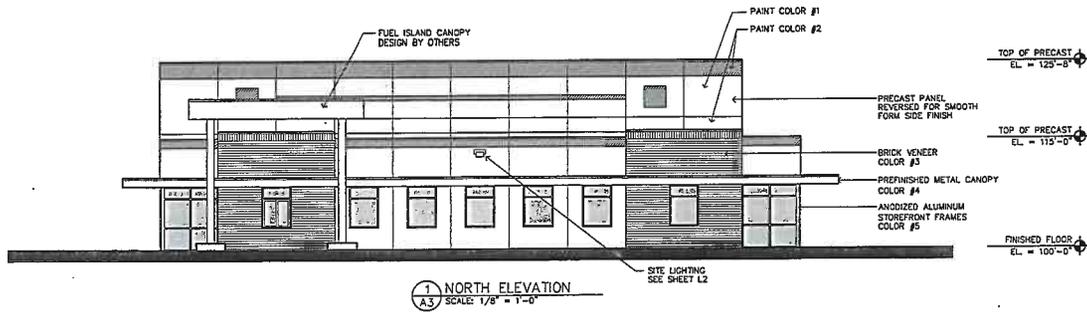
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FLOOR PLAN

Sheet Number

A2

Project No. 160623-1




 LAMPERT
 ARCHITECTS
 420 Summit Avenue
 St. Paul, MN 55102
 Phone 612.251.1211 Fax 612.251.2219
 lampert@lampertarch.com

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BUILDING ELEVATIONS
 Sheet Number
A3
 Project No. 160623-1



COUNCIL WORKSESSION REPORT

DATE: AUGUST 8, 2016

DEPARTMENT: City Administrator

ADMINISTRATOR: SPK

2

AGENDA ITEM: Discuss concerns raised about the ball fields under development at Kaposia Landing

DESIRED MEETING OUTCOMES:

- Provide City Council with progress report on the development of Kaposia Landing
- Provide information that responds to community questions about Kaposia Landing that seem to have risen to the level of “frequently asked questions” (FAQ’s)
- Seek input on recommended use of the City’s website for the dissemination of general progress report or other general information on the Kaposia Landing or other City projects or activities of community interest

OVERVIEW:

Chris Esser will attend the Worksession and provide a verbal update on the status of the 2016 work on the development of Kaposia Landing and estimated timeline for completion of the project. As discussed on many occasions with the City Council, the 2016 program of work utilized the entire 2016 growing season for the establishment of turf at the various sites within Kaposia Landing.

Dan Cosgrove, SSD#6 Baseball coach has also been invited to the Worksession and indicated that he will be in attendance.

With many of the amenities at Kaposia Landing now physically apparent and visible, potential users and members of the community are eager and anxious to put the facilities to use. As is common with many multi-year, multi-phase projects, questions are raised in public discourse (e.g., who, what, where, when, why and how much questions). This Worksession offers a good forum for offering responses to some questions of these types with regard to the Kaposia Landing project. Staff also proposes to repurpose a front page feature on the City’s website (“Spotlight”) that would also provide a prominent place for the display of this type of information; i.e., when public comments seem to identify topics that call for responsive information from the City.

QUESTIONS AND COMMENTS RECENTLY NOTED ABOUT KAPOSIA LANDING

Staff has heard a variety of questions and concerns raised about the Kaposia Landing project. The following list reflects some of those areas of discussion. Chris Esser will offer observations and thoughts on them. Staff also seeks Council reaction and input on how to proceed in response to them.

1. Why do the fields at Kaposia Landing seem to be in such poor shape? The turf appears to be thin or non-existent in areas. There seems to be an abundance of weeds growing in what should be groomed areas.
2. What's the plan for addressing and fixing the turf and/or other issues?
3. Once construction is completed, do we still believe that the playing surfaces will reflect the quality and operational representations made in the referendum campaign?
4. What has been the role and ongoing involvement of the expected Kaposia Landing user constituencies in the development and construction of the various facilities? Was their participation timely and meaningful? If there is any lingering discontent, is it widespread or limited? Is it issue specific? Ideas for bridging differences? For example, is an ongoing Kaposia Landing user group contemplated?
5. Is there an expectation that the user groups would actively assist fundraising efforts to secure desired, but not essential amenities? If so, how would that proceed? Is an ongoing contribution of services to the care and operation of Kaposia Landing by user groups an expectation? If so, what is envisioned?

SOURCE OF FUNDS:

(N/A)



COUNCIL WORKSESSION REPORT

DATE: August 8, 2016

DEPARTMENT: Finance

ADMINISTRATOR: SPK

3

AGENDA ITEM: Proposed 2017 Program Budgets: Public Works, Central Garage, Parks and Recreation, and Doug Woog Arena

DESIRED MEETING OUTCOMES:

- Review and discuss proposed 2017 budget requests and requested 2017 Capital expenditures associated with General Fund departments: Public Works, and Parks & Recreation, and Non-General Fund departments: Doug Woog Arena special revenue fund and Central Garage Internal Service Fund
- Provide direction to Staff as to desired additions, deletions or other modifications to the draft 2017 budget calculations/background and/or specify additional requested information and analysis.

Attached are a number of items relating to this discussion:

1. Proposed budgets for the programs noted above.

OVERVIEW:

Major changes in the Streets budget are \$15,000 for a Tree Inventory/Emerald Ash Borer (EAB) treatment; 25% of a requested new vehicle (\$7,000) and \$35,683 increased central garage maintenance and equipment charges. There is a \$15,000 reduction in overtime which reflects the 2 new positions requested in the Parks Maintenance budget. Notable changes in the Parks Facilities & Maintenance budget are 2 new positions (\$142,000), new park maintenance equipment (\$115,781) and Parks Tree Inventory/EAB Treatment (\$15,000).

Changes in the Parks & Recreation Admin budget are primarily salary related. Pool budgets increased for ADA Assessments (\$10,000) and interior painting and floor refinish (\$1,500). Recreation program budget changes include shifting Park Patrol to the police department and adding a new seasonal field attendant for Kaposia Landing, which results in no increased seasonal salaries.

The Doug Woog Arena expense budget had minor changes, mainly between line items. There are minor adjustments to various revenue lines but the major shifts are in the ice rental revenues for summer and fall-Winter. These shifts are based on the current ice time commitments made by the various facility customers.

SOURCE OF FUNDS:

These programs are funded by a mix of general tax levy, special revenues and fees/charges.

FUNCTION: Public Works	DEPT. & DIV: Streets, Alleys and Boulevards	BUSINESS UNIT: 10320
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Activities and Responsibilities:

The Streets, Alleys and Boulevards program is accountable for:

- Performing maintenance on all streets and alleys
- Maintenance of 112 miles of highways, streets & alleys including patching, sweeping, cracksealing, painting, sign repair
- Boulevard tree care, snow & ice plowing & removal
- Maintenance of certain street lights and all holiday decorations
- Maintenance and upkeep of Municipal Service Center and surrounding property
- Performing boulevard tree trimming and removal with city staff
- Coordinating striping, pavement marking, sign maintenance and seal coating
- Coordination with South St Paul Public Schools on a variety of functions

Budget Highlights and Changes:

Significant Revisions - 2016 Original vs. 2016 Revisions

-

Notable Expenditure Activity and Changes

- Fence / Concrete and Asphalt repairs for City buildings \$30,000-Moved from CIP to repairs & Maint Contractual and back to CIP
- Blvd Tree Inventory / Assessment for EAB \$15,000

FUNCTION: Public Works	DEPT. & DIV: Streets, Alleys and Boulevards	BUSINESS UNIT: 10320
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Notable Capital Project or Asset Acquisitions

- Staff vehicle for Public Works Director \$28,000 - 25% allocated to Streets

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Public Works	PROGRAM: Streets, Alleys and Boulevards	BUSINESS UNIT: 10320
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.6	Public Works Director		56,416	60,592	4,176
.4/.3	Asst. to Public Works Director		23,120	23,698	578
1	Lead Wrkr Streets/Maintenance		66,940	56,846	(10,094)
1	Maintenance		55,453	56,852	1,399
1	Maintenance		55,453	56,852	1,399
1	Maintenance		55,453	56,852	1,399
1	Maintenance		55,453	56,851	1,398
1	Equipment Operator		57,990	59,451	1,461
1	Equipment Operator		57,990	59,451	1,461
			484,267	487,445	(1,577)
	Temporary Employees		8,500	8,500	-
	Total Salaries		492,767	495,945	(1,577)

FUNCTION: Public Works	PROGRAM: Streets, Alleys and Boulevards	BUSINESS UNIT: 10320
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE				TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS		
<u>FRINGE BENEFITS</u>							
Total Fringe Benefits	37,389	36,558	93,824	4,060	2,666	100,550	
	GENERAL LEDGER DISTRIBUTION		ACCOUNT	REVISED 2016	BUDGET 2017	CHANGE	
	Salaries of regular employees		6101	484,267	487,445	3,178	
	Salaries-temp. employees		6104	8,500	8,500	-	
	Employer contribution for pension		6120	73,514	73,947	433	
	Employer contribution for insurance		6130	87,734	90,771	3,037	
	Retiree contributions		6135	9,779	9,779	-	
	Accumulated Vacation/Comp		6108	1,948	1,297	(651)	
	Employer Cont to HCSP		6170	10,436	10,643	207	
				676,178	682,382	6,204	

STREETS, ALLEYS, AND BOULEVARDS

SUMMARY OF EXPENDITURES

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10320 - PUBLIC WORKS EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	428,731	449,008	471,619	182,853	484,267	487,445	
6102 - FULL-TIME EMPLOYEES-OVERTIME	37,304	34,748	30,000	16,482	30,000	15,000	
6104 - TEMPORARY EMPLOYEES-REG	2,620	6,389	8,500	420	8,500	8,500	
6108 - ACCUMULATED VACATION/COMP LEAV	2,293	4,231	1,187	0	1,948	1,297	
6112 - SERVICE RECOGNITION		7,987	0	0	0	0	
6120 - EMPLOYER CONTR FOR RETIREMENT	68,258	72,908	72,191	29,739	74,164	73,947	
6130 - EMPLOYER PAID INSURANCE	82,169	82,646	84,703	34,628	87,734	90,771	
6135 - RETIREE PAID INSURANCE	9,670	14,018	9,779	7,297	9,779	9,779	
6140 - UNEMPLOYMENT COMP INS.	751	0		0		0	
6150 - WORKERS COMPENSATION	42,458	30,438	35,437	15,395	35,437	35,437	
6151 - WORKERS COMP DEDUCTIBLE	8,681	7,096	7,800	1,059	7,800	7,000	
6170 - EMPLOYER CONTR TO HCSP	7,832	8,358	10,290	1,786	10,436	10,643	
TOTAL PERSONNEL SERVICES	690,766	717,828	731,506	289,659	750,065	739,819	
SUPPLIES							
6210 - OPERATING SUPPLIES	2,022	2,083	2,600	961	2,600	2,600	
6220 - REPAIR & MAINTENANCE SUPPLIES	45,590	44,171	71,000	25,972	71,000	73,130	
6221 - SEAL COATING & TREE MAIN	104,989	98,454	135,000	17,303	135,000	145,000	
6225 - ROAD SALT	119,254	107,903	110,950	87,320	110,950	110,950	
6240 - MINOR EQUIPMENT AND FURNITURE	0	897	4,000	0	4,000	4,000	
6245 - CLOTHING ALLOWANCE	3,951	3,647	5,000	1,272	5,000	5,000	
TOTAL SUPPLIES	275,806	179,169	328,550	132,828	328,550	340,680	

STREETS, ALLEYS, AND BOULEVARDS					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6102	FULL-TIME EMPLOYEES-OVERTIME	Historical trends	30,000	30,000	
6104	TEMPORARY EMPLOYEES-REG	\$13.00/hour for 680 hours	8,500	8,500	
MATERIALS & SUPPLIES					
6210	OPERATING SUPPLIES		2,600	2,600	
6220	REPAIR & MAINTENANCE SUPPLIES	For asphalt, gravel, dirt, sign materials & misc street maintenance materials, increase due to cost of asphalt.	71,000	73,130	
6221	SEAL COATING & TREE MAIN	Sealcoating budget to allow schedule to stay on track for 8-year cycle in sealcoating. Offset sealcoating by City doing pre street sweeping. - (Sealcoating - \$90,000) (Tree Trimming/removal \$35,000) (Tree Planting - \$20,000)	135,000	145,000	
6225	ROAD SALT	Salt / Anti Icing liquids used over winter months	110,950	110,950	
6240	MINOR EQUIPMENT AND FURNITURE	Miscellaneous hand and power tools, Ipad for Lead Worker \$800 Purchase of SimpleSigns Software - \$2,000	4,000	4,000	
6245	CLOTHING ALLOWANCE	Rental of uniforms shirts/pants, clothing allowance \$300 & boot allowance \$175.	5,000	5,000	

STREETS, ALLEYS, AND BOULEVARDS					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES	NEW Blvd. Tree Inventory / Assmt for EAB, \$15,000 Carpet floor mats \$1,000	1,000	16,000	
6331	CONFERENCES, TRAINING, TRAVEL	Conferences for PW Director and other training for Lead Workers \$1,300	1,300	1,300	
6361	INSURANCE		26,694	26,694	
6371	REPAIRS & MAINT CONTRACTUAL	Various Contracted repairs for garage doors, HVAC, gates, cleaning serives, repair to guard rails, pest control etc. \$25,000 - Street Striping \$13,000. Fence/Concrete and Asphalt repairs for City buildings \$30,000-put back into CIP	37,500	40,000	
6379	CONT SERV/REFUSE & SANITATION	Trash Hauler	3,000	3,000	
6380	CENTRAL GARAGE MAINT. CHARGE	15% increase	166,693	191,697	
6385	UTILITY SERVICE	Energy costs for gas and electric at Public Works. Increase due to energy costs.	30,000	30,600	
6388	TECHNOLOGY EQUIP CHARGE	technology amortization	0	1,522	
6390	POSTAGE AND TELEPHONE	Items include cell phones and Ipads for PW Director & Lead Worker, postage.	3,000	3,000	
MISCELLANEOUS					
6471	DUES & SUBSCRIPTIONS	APWA - Annual Dues & other memberships	650	650	
CAPITAL OUTLAY					
6382	CENTRAL GARAGE EQUIP. CHARGE	5% increase	213,580	224,259	
6580	OTHER EQUIPMENT	Staff vehicle for Public Works Director- 25 % Streets, 25%, Parks Maint, 25% Water, 25% Sewer	0	7,000	

FUNCTION: Public Works	DEPT. & DIV: Buildings	BUSINESS UNIT: 10330
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Activities and Responsibilities:**The Buildings program is accountable for:**

- providing secure and a clean environment for City facilities, including City Hall and the Municipal Service Center
- heating and cooling the City Hall, Municipal Service Center.
- providing general repairs and maintenance to City Hall, Library and Arena facilities (revenue to offset staff time for Wakota)
- maintenance of the City Hall grounds, including snow removal and lawn care

Budget Highlights and Changes:**Significant Revisions - 2016 Original vs. 2016 Revisions**

- No significant revisions for 2016

Notable Expenditure Activity and Changes

- ADA Transition Plan under profesional service \$10,000

FUNCTION: Public Works	DEPT. & DIV: Buildings	BUSINESS UNIT: 10330
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Notable Capital Project or Asset Acquisitions

- Added \$5,000 for landscape and mulching
- Added \$5,000 for tables and chairs at City Hall work session room
- Added \$35,000 for office furniture and carpet at Public Works in the CIP

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Public Works	PROGRAM: Buildings	BUSINESS UNIT: 10330
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.85	Custodian Building		52,191	53,506	1,315
0.2	Asst to Public Works Director		15,413	15,799	386
					-
					-
					-
			67,604	69,305	1,701
	Temporary Employees		7,500	7,500	-
	Total Salaries		75,104	76,805	1,701

FUNCTION: Public Works	PROGRAM: Buildings	BUSINESS UNIT: 10330
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
<u>FRINGE BENEFITS</u>						
Total Fringe Benefits	5,881	5,198	12,284	566	379	13,229

GENERAL LEDGER DISTRIBUTION	ACCOUNT	REVISED	BUDGET	CHANGE
		2016	2017	
Salaries of regular employees	6101	67,604	69,305	1,701
Salaries-temp. employees	6104	7,500	7,500	-
Employer contribution for pension	6120	10,822	11,079	257
Employer contribution for insurance	6130	12,848	13,229	381
Retiree contributions	6135	-	-	-
Accumulated Vacation/Comp	6108	74	76	2
Employer Cont to HCSP	6170	2,220	2,260	40
		101,068	103,449	2,381

BUILDINGS							
SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10330 - BUILDINGS							
EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	61,614	63,276	65,865	26,237	67,604	69,305	
6102 - FULL-TIME EMPLOYEES-OVERTIME	1,449	488	0	558	0	1,500	
6104 - TEMPORARY EMPLOYEES-REG	5,684	4,914	7,500	420	7,500	7,500	
6108 - ACCUMULATED VACATION/COMP LEAV	283	290	72	0	74	76	
6112 - SERVICE RECOGNITION		754	0	0	0	0	
6120 - EMPLOYER CONTR FOR RETIREMENT	10,052	10,224	10,559	4,021	10,822	11,079	
6130 - EMPLOYER PAID INSURANCE	11,115	11,348	11,810	5,118	12,848	13,229	
6150 - WORKERS COMPENSATION	4,137	3,159	3,400	1,484	3,400	3,400	
6151 - WORKERS COMP DEDUCTIBLE	800	0		0		0	
6170 - EMPLOYER CONTR TO HCSP	1,869	2,087	2,180	250	2,220	2,260	
TOTAL PERSONNEL SERVICES	97,003	96,541	101,386	38,088	104,468	108,349	
SUPPLIES							
6201 - OFFICE SUPPLIES	0	0		0			
6210 - OPERATING SUPPLIES	6,335	6,892	6,700	2,127	6,700	7,000	
6220 - REPAIR & MAINTENANCE SUPPLIES	5,949	6,062	6,200	1,197	6,200	6,700	
6240 - MINOR EQUIPMENT AND FURNITURE	989	215	3,000	0	3,000	8,000	
6245 - CLOTHING ALLOWANCE	513	255	400	0	400	475	
TOTAL SUPPLIES	13,786	13,424	16,300	3,324	16,300	22,175	
OTHER SERVICES AND CHARGES							
6302 - PROFESSIONAL SERVICES	0	0	0	0	0	10,000	
6361 - INSURANCE	9,639	9,147	9,121	5,048	9,121	9,121	
6371 - REPAIRS & MAINT CONTRACTUAL	43,591	49,185	53,180	20,501	53,180	58,180	
6375 - OTHER CONTRACTED SERVICES				4,703			
6379 - CONT SERV/REFUSE & SANITATION	1,805	1,558	1,800	607	1,800	2,000	
6385 - UTILITY SERVICE	66,752	26,410	80,000	8,738	80,000	81,600	
6388 - TECHNOLOGY EQUIP CHARGE			0		0	185	
6390 - POSTAGE AND TELEPHONE	22,255	20,284	21,629	6,448	21,629	7,929	
TOTAL OTHER SERVICES AND CHARGES	144,042	106,585	165,730	46,045	165,730	169,015	

BUILDINGS							
SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
MISCELLANEOUS							
6430 - MISCELLANEOUS			5,000	3,884	5,000	0	
TOTAL MISCELLANEOUS	0	0	5,000	3,884	5,000	0	
CAPITAL OUTLAY							
6560 - BUILDING FIXTURES AND IMPRS	1,076	0		0			
6580 - OTHER EQUIPMENT	10,645	3,457	0	0	0	0	
TOTAL CAPITAL OUTLAY	11,721	3,457	0	0	0	0	
TOTAL EXPENDITURES	266,553	220,006	288,416	91,340	291,498	299,539	
CHANGE 2016 REVISED TO 2017 PROPOSED							8,041
PERCENT CHANGE 2016 REVISED TO 2017 PROPOSED							2.76%

BUILDINGS					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6102	FULL-TIME EMPLOYEES-OVERTIME	Special call out pay if applicable	0	1,500	
6104	TEMPORARY EMPLOYEES-REG		7,500	7,500	
MATERIALS & SUPPLIES					
6210	OPERATING SUPPLIES	Paper and Liner - supplies for restrooms and sink areas, fuel for generator and batteries for City Hall Equipment, increase due to higher cost of paper products.	6,700	7,000	
6220	REPAIR & MAINTENANCE SUPPLIES	Includes paint, paint supplies, plumbing supplies, HVAC supplies, electrical supplies, cleaning supplies (not in cleaning contract), light bulbs, trash liners, hardware supplies, etc. Includes replacing dead plantings on Grand Ave Hill - \$1,000.	6,200	6,700	
6240	MINOR EQUIPMENT AND FURNITURE	Replace other equipment as needed. Includes replacement HVAC controllers \$3,000; Tables and Chairs for work session room \$5,000	3,000	8,000	
6245	CLOTHING ALLOWANCE	Clothing - \$300 & Boot Allowance \$175 for Jon Elg.	400	475	
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES	ADA Transition Plan	0	10,000	
6361	INSURANCE		9,121	9,121	
6365	INS CLAIMS WITHIN DEDUCTIBLE				

BUILDINGS					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
6371	REPAIRS & MAINT CONTRACTUAL	Includes: Contractual Mtce \$35,300; Windows \$1,280; Pest Control \$1,200; Fire Alarm Monitoring & CO testing \$2,500; Elevator Maintenance \$2,500; Sprinkler System \$500; Water Softener \$1,500; Generator \$1,000; Backflow preventor inspec \$800; Technical support for Delta Controls Building Automation System \$3,200; Garage Door maintenance \$1,100; Other (door, elevator extinguishers etc.) \$2,500. Landscape and mulch \$5,000	53,180	58,180	
6379	CONT SERV/REFUSE & SANITATION		1,800	2,000	
6385	UTILITY SERVICE	Gas & electric rates, increase due to rising electrical costs.	80,000	81,600	
6388	TECHNOLOGY EQUIP CHARGE		0	185	
6390	POSTAGE AND TELEPHONE	State trunk fees \$290/month; CenturyLink \$3,700; Cell phone reimbursements. Removed matrix costs of \$5,060 and Integra costs of \$8,640 now in IT budget	21,629	7,929	
MISCELLANEOUS					
6430	MISCELLANEOUS		5,000	0	
CAPITAL OUTLAY					
6580	OTHER EQUIPMENT	Office furniture and carpet for Public Works Building-in the CIP	0	0	

Memo

To: Steve King, City Administrator
From: Pat Dunn, Director of Public Works
CC: Michelle Pietrick, Finance Director
Date: July 20, 2016
Re: 2017 Public Works Parks Maintenance Staffing Considerations

The Public Works Department is respectfully requesting the addition of two new positions be created with in the Public Works Parks division for full time maintenance workers at a cost of \$71,000 each for a total of \$142,000, including salary and benefits. The Maintenance Worker position requires the ability to operate Public Works equipment as assigned and requires the performance of maintenance of City streets, utilities, parks, and City structures and grounds, including the Airport and Doug Woog Arena.

The positions would Perform all tasks, functions, and duties normally attributed to parks and grounds maintenance, as a member of the work crew, including but not limited to:

- Operation of park related equipment, including lawn mowers, weed trimmers, tractors, sod cutters, and other park and grounds maintenance equipment.
- Maintenance and lay out of various sporting arenas, including baseball, softball, football and soccer fields and hockey and skating rinks.
- Planting, cutting and maintenance of grass, shrubs, trees and other vegetation, including fence line and curb trimming.
- Maintenance of various city structures, including airport, Doug Woog arena, parks and recreation buildings, swimming pools and playground equipment.

The current staffing levels within the Public Works Parks Division is currently three maintenance workers and one lead person. At the current staffing level, staff spend the majority of time just trying to keep up with the day to day assignments of managing approximately 300 acres of turf and the many athletic fields throughout the City as well as park rentals, playgrounds, pools, skating rinks and trails.

With the addition of two maintenance staff we would be able to better manage maintenance activities if we altered the work week by having the additional staff work Wednesday through Sunday from 7:00 AM to 3:30 PM.

- This would allow for better coverage of weekend tournaments at the athletic fields and park rentals.
- Eliminate the need for seasonal weekend staff.
- Reduce overtime on weekends.
- Allow staff to be proactive vs reactive with regular maintenance activities.
- Would allow for better winter maintenance of streets, skating rinks, sidewalks and trails thus reducing overtime for minor or misc. salting needs and rink flooding and trail maintenance.
- Possibly eliminate the need for weekend duty worker (May be a Union issue)

With the addition of Kaposia Landings sport complex and the remodel of McMorrow soccer fields, the expectations from residents, users, and staff for keeping these fields in pristine shape is high. Current staffing levels will make it extremely difficult to meet these expectations, if not impossible, and still manage the rest of the City Park infrastructure and grounds on a daily basis.

With the two additional staff and the altered work schedule the City would be able to provide better year round coverage, proficiency, and consistency throughout the park system, also allowing current staff to be more proactive vs reactive with maintenance activities on a daily basis. The additional staff would also be able to address minor street and utility concerns on weekends.

Thank you for your consideration. If you have questions or concerns, please contact me at 651-554-3245 or pdunn@sspnmn.org

Memo

To: Steve King, City Administrator
From: Pat Dunn, Director of Public Works
CC: Michelle Pietrick, Finance Director
Date: August 2, 2016
Re: 2017 Public Works Vehicle Request Consideration

The Public Works Department is respectfully requesting the addition of a new pickup truck to be used by management staff. Currently management staff has been using personal vehicles in order to perform their duties or have taken a vehicle from the fleet, making it difficult to provide maintenance staff with the means to get equipment and personnel to job sites. Management staff spends a considerable amount of time attending meetings, meeting with residents about concerns, working with contractors, and ensuring maintenance activities are progressing.

The 2017 budget reflects the elimination of the 1997 Ford Park Patrol pickup truck, which was scheduled to be replaced in 2017 will be sold at State Auction in the fall of 2017. With the additional CSO staff allocated to the Police Department and taking on duties of the Park Patrol, the Park Patrol pickup is no longer needed.

With the elimination of the Park Patrol vehicle and the addition of a vehicle for Public Works management staff, the number of vehicles within the fleet will not be increasing but will remain at current levels. This will have little effect on the overall central garage replacement budget and over time would decrease the equipment repair budget due to keeping vehicles beyond their useful life.

The estimated purchase price, utilizing the Minnesota State Contract, for the vehicle request is \$28,000 and would be divided 50% between the Streets and Parks Maintenance budgets. The useful life of the new vehicle should be 10 to 12 years.

Thank you for your consideration. If you have questions or concerns, please contact me at 651-554-3245 or pdunn@sspmmn.org

Memo

To: Steve King, City Administrator
From: Pat Dunn, Director of Public Works
CC: Michelle Pietrick, Finance Director
Date: August 2, 2016
Re: 2017 Replace Public Works Office Furniture and Carpet Request Consideration

The Public Works Department is respectfully requesting the replacement of the office furniture and carpet at the Service Center. The current office furniture is very old and many of the work stations have been handed down from various departments over the years as well as have been acquired from clean up days. Replacement parts are difficult to find and staff has had to make or fabricate parts in order to make use of the current furniture. The current linoleum tile flooring, which is estimated to be more than 25 years old is in dire need of replacement and staff would like to use a combination of carpet and linoleum as the replacement.

The estimated replacement cost to replace the office furniture and flooring is \$35,000 and staff feels that we can stay under the estimated cost.

Thank you for your consideration. If you have questions or concerns, please contact me at 651-554-3245 or pdunn@sppmn.org



FUNCTION: Public Works	DEPT. & DIV: Parks Facilities and Maintenance	BUSINESS UNIT: 10340
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Activities and Responsibilities:

The Parks Facilities and Maintenance program is accountable for:

- General maintenance of all city parks, recreational facilities, boat landing, Wakota Wall, Regional trail and Pools
- Holiday lighting (in cooperation with street dept.)
- Maintenance of outdoor skating/hockey rinks
- Tree and shrub trimming on boulevards, and City property
- Trash removal at parks and trail locations

Budget Highlights and Changes:

Significant Revisions - 2016 Original vs. 2016 Revisions

- No significant budget revisions needed.

Notable Expenditure Changes

- Two additional full time Park Maintenance employees
- Park Tree Inventory / Assessment for EAB \$15,000

FUNCTION: Public Works	DEPT. & DIV: Parks Facilities and Maintenance	BUSINESS UNIT: 10340
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Notable Capital Project or Asset Acquisitions

- FC1 Pro Field Maintainer Tractor \$30,223, John Deere Tractor \$38,416, Snow Blower \$5,285, Broom \$3,637, Turf collection system \$10,420, RAHN rear drag \$3,589, Overseeder \$7,966, Garden tiller \$5,000, Zero turn mower \$11,265

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Public Works	PROGRAM: Parks Facilities and Maintenance	BUSINESS UNIT: 10340
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
1	Lead Worker Parks		66,940	68,562	1,622
1	Maintenance		49,556	53,764	4,208
1	Maintenance		55,453	56,852	1,399
1	Maintenance		55,453	56,852	1,399
2	NEW Maintenance Salary & Benefits			142,000	142,000
			227,402	378,030	8,628
	Temporary Employees		48,280	50,000	1,720
	Total Salaries		275,682	428,030	10,348

FUNCTION: Public Works	PROGRAM: Parks Facilities and Maintenance	BUSINESS UNIT: 10340
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
FRINGE BENEFITS						
Total Fringe Benefits	21,881	17,702	40,952	2,056	1,302	44,310

	GENERAL LEDGER DISTRIBUTION		ACCOUNT	REVISED 2016	BUDGET 2017	CHANGE
	Salaries of regular employees		6101	227,402	378,030	150,628
	Salaries-temp. employees		6104	48,280	50,000	1,720
	Employer contribution for pension		6120	38,145	39,583	1,438
	Employer contribution for insurance		6130	43,354	44,310	956
	Retiree contributions		6135	-	-	-
	Employer Cont to HCSP		6170	4,832	4,958	126
				362,013	516,881	154,868

**PARKS FACILITIES AND MTNCE
SUMMARY OF EXPENDITURES**

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10340 - PARKS FACILITIES AND MTNCE EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	203,045	214,989	221,403	86,362	227,402	378,030	
6102 - FULL-TIME EMPLOYEES-OVERTIME	9,297	9,299	7,000	3,335	7,000	8,000	
6104 - TEMPORARY EMPLOYEES-REG	34,827	41,502	48,280	2,543	48,280	45,000	
6120 - EMPLOYER CONTR FOR RETIREMENT	34,422	37,271	38,088	13,736	38,145	39,583	
6130 - EMPLOYER PAID INSURANCE	40,504	42,127	42,443	17,448	43,354	44,310	
6135 - RETIREE PAID INSURANCE	9,725	3,260	0	0	0	0	
6140 - UNEMPLOYMENT COMP INS.	454	0		0		0	
6150 - WORKERS COMPENSATION	10,672	9,419	14,205	5,476	14,205	14,205	
6151 - WORKERS COMP DEDUCTIBLE	2,363	0		0		0	
6170 - EMPLOYER CONTR TO HCSP	2,986	3,316	4,890	911	4,832	4,958	
TOTAL PERSONNEL SERVICES	348,294	361,183	376,309	129,810	383,218	534,086	
SUPPLIES							
6210 - OPERATING SUPPLIES	174	0		0		0	
6220 - REPAIR & MAINTENANCE SUPPLIES	28,818	53,412	38,600	19,955	38,600	40,000	
6221 - SEAL COATING & TREE MAIN	0	0	3,000	0	3,000	3,000	
6240 - MINOR EQUIPMENT AND FURNITURE	1,083	3,745	6,000	719	6,000	6,500	
6245 - CLOTHING ALLOWANCE	2,391	2,357	2,000	669	2,000	2,950	
TOTAL SUPPLIES	32,466	59,515	49,600	21,343	49,600	52,450	
OTHER SERVICES AND CHARGES							
6302 - PROFESSIONAL SERVICES	0	0		38		15,000	
6331 - CONFERENCES, TRAINING, TRAVEL	525	460	1,000	1,159	1,000	1,000	
6361 - INSURANCE	22,900	21,732	21,670	11,993	21,670	21,670	
6371 - REPAIRS & MAINT CONTRACTUAL	30,859	32,286	50,853	22,973	50,853	60,000	
6379 - CONT SERV/REFUSE & SANITATION	18,818	20,749	16,500	4,088	16,500	17,000	
6380 - CENTRAL GARAGE MAINT. CHARGE	44,397	44,397	51,057	21,275	51,057	58,716	
6382 - CENTRAL GARAGE EQUIP. CHARGE	57,478	60,352	63,369	26,405	63,369	66,537	
6385 - UTILITY SERVICE	12,491	9,908	14,500	6,595	14,500	15,500	
6388 - TECHNOLOGY EQUIP CHARGE			0		0	767	
6390 - POSTAGE AND TELEPHONE	902	907	1,400	1,095	1,400	1,400	
TOTAL OTHER SERVICES AND CHARGES	188,370	190,791	220,349	95,621	220,349	257,590	

PARKS FACILITIES AND MTNCE					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6102	FULL-TIME EMPLOYEES-OVERTIME		7,000	8,000	
6104	TEMPORARY EMPLOYEES-REG	Summer Maintenance Employees - 6 workers for 85 days @ \$12.25/hr(avg).	48,280	50,000	
MATERIALS & SUPPLIES					
6220	REPAIR & MAINTENANCE SUPPLIES	Sprinkler maintenance supplies - \$3,000; 200 tons of Ag-Lime \$2,200; 2 tons of marking material \$900; 400 gallons of field marking paint \$3,300; Infield material (Clay, Diamond Dry) \$1,600; paint, lumber hardware, restroom supplies, black dirt, mulch, fencing, seed, sod, etc. (increase \$1,400 for Kaposia Landings)	38,600	40,000	
6221	SEAL COATING & TREE MAIN		3,000	3,000	
6240	MINOR EQUIPMENT AND FURNITURE	8ft Picnic tables (2 at \$600 ea) \$1,200; tables (2 at \$500 ea) \$1,000; tools for parks and rinks \$1,000; athletic facility nets \$200; field chalkers \$400;	6,000	6,500	
6245	CLOTHING ALLOWANCE	Rental of uniforms shirts/pants \$300; boot allowance \$175. (Two Additional staff \$950)	2,000	2,950	
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES	NEW Park Tree Inventory / Assessment for EAB		15,000	
6331	CONFERENCES, TRAINING, TRAVEL	Park Maintenance Conference for Lead Worker	1,000	1,000	
6361	INSURANCE		21,670	21,670	
6371	REPAIRS & MAINT CONTRACTUAL	Field Restoration Program (includes seeding, top dressing, broadleaf control, work at all City Parks, irrigation repairs. Potential of Emerald Ash Borer \$5,000. Arch Flash Assessment (park and pool buildings) \$7,353. Tree trim/removals - \$10,000. NEW Mulching for parks \$5,000 (Increase \$4,147 for Kaposia Landings)	50,853	60,000	

PARKS FACILITIES AND MTNCE					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
6379	CONT SERV/REFUSE & SANITATION	(Add \$500 Kaposia Landings)	16,500	17,000	
6380	CENTRAL GARAGE MAINT. CHARGE	15% increase	51,057	58,716	
6385	UTILITY SERVICE	Lighting of Park and Field lights, plus electricity for warming shacks and safety lighting in all parks. Increase due to higher rate of energy costs. (Increase \$1,000 for Kaposia Landings)	14,500	15,500	
6388	TECHNOLOGY EQUIP CHARGE		0	767	
6390	POSTAGE AND TELEPHONE	Telephone at park buildings, cell phone & Ipad service.	1,400	1,400	
CAPITAL OUTLAY					
6382	CENTRAL GARAGE EQUIP. CHARGE	5% increase	63,369	66,537	
6580	OTHER EQUIPMENT	NEW: FC1 Pro Field Maintainer Tractor \$30,223, John Deere Tractor \$38,416, Snow Blower \$5,285, Broom \$3,637, Turf collection system \$10,420, RAHN rear drag \$3,589, Overseeder \$7,966, Garden tiller \$5,000, Zero turn mower \$11,265	0	115,781	

FUNCTION: Internal Service	DEPT. & DIV: Central Garage	BUSINESS UNIT: 60703
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Activities and Responsibilities:**The Central Garage program is accountable for:**

- Maintenance of all vehicles & equipment for Public Works, Engineering, Code Enforcement, Parks & Police
- Maintenance of all vehicles & equipment for South Metro Fire District (SMFD)
- Fuel Sales and maintenance expenditures
- Replacement of vehicles and equipment

Budget Highlights and Changes:**Revenue Increase**

- Capital Equipment Replacement charges were increased by 5%. Maintenance Charges increased 15% consistent with prior year. A transfer from the former excess TIF fund was programmed in 2015 and will occur in 2016.

Notable Expenditure Changes for 2016

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FUNCTION: Internal Service	DEPT. & DIV: Central Garage	BUSINESS UNIT: 60703
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Notable Capital Project or Asset Acquisitions

● ***Police - Replace***

- 1 - 2007 Chevy Impala Unit #2163 - replace with a 2017 Ford Interceptor Utility \$29,000
- 1 - 2013 Ford Interceptor Utility Unit #2152 - replace with a 2017 Ford Interceptor Utility, \$29,000
- 1 - 2013 Ford Interceptor Utility Unit #2158 - replace with a 2017 Ford Interceptor Utility, \$29,000
- Changeover and conversion costs for the 3 new vehicles \$23,000

● ***Public Works/Utility - Replace or new***

- 1 - 2000 Sterling Dump truck equipped for snow removal - Replace with 2017 truck and plowing equipment \$210,000
- 1 - 1992 Case 821 Loader - Replace with 2017 Wheel Loader and plowing equipment. \$240,000
- 1 - 1997 Ford F-150 old park patrol truck with 2017 truck \$25,000
- 1 - 2000 F-550 Bucket truck unit 324 with 2017 truck and equipment \$140,000
- 1 - 2001 Ford F-250 and lift gate Unit 328 with 2017 truck and equipment \$38,000
- 1 - 1997 Ford F-150 Utilities truck with 2017 truck & equipment \$28,000

FUNCTION: Internal Service	PROGRAM: Central Garage	BUSINESS UNIT: 60703
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.10	Public Works Director		9,403	10,099	696
0.10	Admin Asst. - Public Works		7,707	7,899	192
1.00	Mechanic II		60,299	61,823	1,524
1.00	Mechanic		50,106	56,480	6,374
			127,515	136,301	8,786
	Temporary Employees		-	-	-
	Total Salaries		127,515	136,301	8,786

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Internal Service	PROGRAM: Central Garage	BUSINESS UNIT: 60703
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COMPENSATION INFORMATION

POSITION	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
FRINGE BENEFITS						
Total Fringe Benefits	10,445	10,222	22,723	1,130	743	24,596
	GENERAL LEDGER DISTRIBUTION		ACCOUNT	REVISED 2015	BUDGET 2016	CHANGE
	Salaries of regular employees		6101	127,515	136,301	8,786
	Salaries-temp. employees		6104	-	-	-
	Employer contribution for pension		6120	19,461	20,667	1,206
	Employer contribution for insurance		6130	23,658	24,596	938
	Retiree contributions		6135	-	-	-
	Accumulated Vacation/Comp		6108	1,874	235	(1,639)
	Employer Cont to HCSP		6170	6,214	4,469	(1,745)
				178,722	186,268	7,546

**CENTRAL GARAGE FUND
SUMMARY OF REVENUES**

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
60703 - CENTRAL GARAGE FUND							
REVENUES AND EXPENDITURES							
REVENUES							
INTEREST							
4671 - INTEREST EARNINGS	(1,793)	(2,071)	0	0	0		
4681 - UNREALIZED GAIN/LOSS ON INV	(1,725)	121		0			
INTEREST	(3,518)	(1,950)	0	0	0		
MISCELLANEOUS							
4672 - OTHER	(2,072)	(92)		(257)			
4675 - INSURANCE DIVIDEND	(4,689)	(7,487)		0			
MISCELLANEOUS	(6,761)	(7,579)		(257)			
OTHER CHARGES							
4801 - INTERNAL SERVICE - MUNICIPAL	(931,171)	(914,927)	(1,047,169)	(419,255)	(1,047,169)	(1,108,594)	
OTHER CHARGES	(931,171)	(914,927)	(1,047,169)	(419,255)	(1,047,169)	(1,108,594)	
OTHER FINANCING SOURCES							
4902 - INS PROCEEDS-FIXED ASSETS	(22,600)	(42,088)		(7,683)			
4903 - SALE OF GENERAL FIXED ASSETS	(36,784)	(25,453)	(15,000)	0	(15,000)	(15,000)	
4919 - GAIN ON DISP-CAP ASSETS	22,215	24,216		0			
4920 - INTERFUND OPERATING TRANSFER	(110,505)	(105,485)	0	0	0		
OTHER FINANCING SOURCES	(147,673)	(148,810)	(15,000)	(7,683)	(15,000)	(15,000)	
REVENUES	(1,089,123)	(1,073,266)	(1,062,169)	(427,194)	(1,062,169)	(1,123,594)	
EXPENSES -							
MAINTENANCE & OVERHEAD	696,876	602,022	653,160	270,377	654,844	706,308	
CAPITAL	652,651	268,857	528,000	71,759	528,000	811,350	
TOTAL EXPENSES	1,349,527	870,879	1,181,160	342,136	1,182,844	1,517,658	
Expenses (Over) Under Revenues	(260,404)	202,387	(118,991)		(120,675)	(394,064)	
Beginning Cash Balance	184,092	28,930	272,821		272,821	152,146	
Ending Cash Balance	28,930	272,821	153,830		152,146	(241,918)	

**CENTRAL GARAGE FUND
SUMMARY OF EXPENDITURES**

Description	2014 Actual	2015 Actual	2016 Revised Budget	May 2016 Actual	2016 Original Budget	2017 Requested Budget	2017 Final Budget
60703 - CENTRAL GARAGE FUND EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	125,497	123,280	127,514	48,083	131,854	136,301	
6102 - FULL-TIME EMPLOYEES-OVERTIME	3,975	3,594	3,000	628	3,000	3,000	
6108 - ACCUMULATED VACATION/COMP LEAV	0	402	1,874	0	216	235	
6112 - SERVICE RECOGNITION		377	0	0	0		
6120 - EMPLOYER CONTR FOR RETIREMENT	19,308	19,121	19,461	7,342	19,992	20,667	
6130 - EMPLOYER PAID INSURANCE	23,245	23,523	23,659	9,616	23,432	24,596	
6150 - WORKERS COMPENSATION	5,753	3,574	5,769	2,290	5,769	5,769	
6151 - WORKERS COMP DEDUCTIBLE	1,137	0		0			
6170 - EMPLOYER CONTR TO HCSP	1,573	2,227	4,314	501	3,012	4,469	
TOTAL PERSONNEL SERVICES	180,489	176,098	185,591	68,461	187,275	195,037	
SUPPLIES							
6210 - OPERATING SUPPLIES	191,717	119,012	190,000	27,036	190,000	190,000	
6220 - REPAIR & MAINTENANCE SUPPLIES	170,207	167,970	150,446	110,929	150,446	162,246	
6240 - MINOR EQUIPMENT AND FURNITURE	4,836	7,129	7,100	2,016	7,100	7,100	
6245 - CLOTHING ALLOWANCE	3,494	3,103	2,300	898	2,300	2,300	
TOTAL SUPPLIES	370,255	297,214	349,846	140,879	349,846	361,646	
OTHER SERVICES AND CHARGES							
6302 - PROFESSIONAL SERVICES	3,110	3,395	6,000	737	6,000	6,000	
6331 - CONFERENCES, TRAINING, TRAVEL	25	430	0	0	0		
6361 - INSURANCE	24,049	22,823	22,757	12,595	22,757	22,757	
6371 - REPAIRS & MAINT CONTRACTUAL	59,521	52,286	55,000	33,490	55,000	55,000	
6374 - ADMINISTRATION SUPPORT FEE	31,199	33,966	33,966	14,155	33,966	64,738	
6388 - TECHNOLOGY EQUIP CHARGE			0		0	1,130	
6390 - POSTAGE AND TELEPHONE	151	180		61			
TOTAL OTHER SERVICES AND CHARGES	118,056	113,080	117,723	61,038	117,723	149,625	

**CENTRAL GARAGE FUND
SUMMARY OF EXPENDITURES**

Description	2014 Actual	2015 Actual	2016 Revised Budget	May 2016 Actual	2016 Original Budget	2017 Requested Budget	2017 Final Budget
CAPITAL OUTLAY							
6550 - MOTOR VEHICLES	625,081	254,383	498,200	50,121	498,200	791,000	
6572 - COMPUTER SOFTWARE	0	0		0			
6580 - OTHER EQUIPMENT	27,510	14,474	29,800	21,638	29,800	20,350	
TOTAL CAPITAL OUTLAY	652,591	268,857	528,000	71,759	528,000	811,350	
DEBT SERVICE							
6612 - INTEREST EXPENSE	507	0		0			
TOTAL DEBT SERVICE	507	0		0			
TOTAL EXPENDITURES	1,321,390	855,249	1,181,160	342,136	1,182,844	1,517,658	
CHANGE 2016 REVISED TO 2017 PROPOSED							334,814
PERCENT CHANGE 2016 REVISED TO 2017 PROPOSED							28.31%

CENTRAL GARAGE FUND DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6102	FULL-TIME EMPLOYEES-OVERTIME		3,000	3,000	
MATERIALS & SUPPLIES					
6210	OPERATING SUPPLIES	Fuel for all equipment	190,000	190,000	
6220	REPAIR & MAINTENANCE SUPPLIES	Parts & shop supplies for equipment repairs/ Skid loader lease program \$3,600. (Increased due to aging fleet \$10,000)	150,446	162,246	
6240	MINOR EQUIPMENT AND FURNITURE	Mechanics tool allowance - per contract 2 @\$800. Chain saws, backpack blowers, weed whips, push mowers.	7,100	7,100	
6245	CLOTHING ALLOWANCE	Contractual obligation & Boot allowance \$175.	2,300	2,300	
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES		6,000	6,000	
6361	INSURANCE		22,757	22,757	
6371	REPAIRS & MAINT CONTRACTUAL	Miscellaneous vehicle repairs, unable to be fixed in-house \$40,000; Sandblast & sanders to keep fleet service life of vehicle \$5,000. New maintenance software service and All Data services.	55,000	55,000	
6374	ADMINISTRATION SUPPORT FEE		33,966	64,738	
6388	TECHNOLOGY EQUIP CHARGE			1,130	

CENTRAL GARAGE FUND					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
CAPITAL OUTLAY					
6550	MOTOR VEHICLES	1 - 2006 Chevy Monte Carlo Unit #2167 with 126,000 miles - replace with a 2016 Dodge Grand Caravan \$28,000 1 - 2010 Ford Crown Victoria Unit#2166 with 81,000 miles - replace with a 2016 Ford Taurus, Chevy Impala or similar \$28,000 Changeover and conversion costs for the 2 new vehicles - radios, computer docking stations, light bars, sirens, push bumpers, striping, logogs, strobe power pack, radar. (See 2016 Squad Proposal prepared by Police Dept. for details on squads and changeovers). \$12,200, 1 - 1997 Ford F-150 Utilities truck with 2017 truck & equipment \$28,000., 1 - 2001 Ford F-250 and lift gate Unit 328 with 2017 truck and equipment \$38,000., 1 - 2000 F-550 Bucket truck unit 324 with 2017 truck and equipment \$140,000., 1 - 1997 Ford F-150 old park patrol truck with 2017 truck \$25,000., 1 - 1992 Case 821 Loader - Replace with 2017 Wheel Loader and plowing equipment. \$240,000 1 - 2000 Sterling Dump truck equiped for snow removal - Replace with 2017 truck and plowing equipment. \$210,000	498,200	791,000	
6580	OTHER EQUIPMENT	Add asphalt saw for Skid Loader \$9,900, Wall mount pressure heater \$3,000, 2 Water hose reels \$1,200, 2 Stand up fans \$600, Metal chop saw \$500, Wheel dolly \$150. Equipment rental (contingent) \$5,000	29,800	20,350	

FUNCTION: Parks and Recreation	DEPT. & DIV: Park and Recreation Administration	ACCT. NO: 10520
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Activities and Responsibilities:

The Park and Recreation Administration program is accountable for:

- Administer and direct the operation, programming, and maintenance of all city park land.
- Coordinate park and trail capital improvement projects.
- Plan, administer and evaluate all city-sponsored recreation programs and activities.
- Coordinate the operation of Central Square Community Center (contributed services).
- Coordinate the operation of the Senior Center at Central Square (City receives reimbursement revenue).
- Coordinate and schedule athletic fields, programs, activities, and other community events.
- Administer and direct the operation of the Splash Pool at Lorraine Park and Northview Pool outdoor pool facilities.

Budget Highlights and Changes:

Significant Revisions - 2016 Original vs. 2016 Revisions

- No significant budget amendments necessary

Notable Expenditure Changes for 2017

- Restore the printing and mailing of the program and activity brochure from three editions annually back to four. The brochure includes information and programs for the Library, Central Square Community Center and Doug Woog Arena

FUNCTION: Parks and Recreation	DEPT. & DIV: Park and Recreation Administration	ACCT. NO: 10520
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Notable Capital Project or Asset Acquisitions

- No capital assets acquisitions are noted for 2016 for this program budget.

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Parks and Recreation	PROGRAM: Park and Rec Administration	ACCT. NO: 10520
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.5	Office Specialist 2		23,275	24,941	1,666
1	Office Specialist 3		45,952	48,591	2,639
0.5	Director of Park and Recreation		56,854	58,275	1,421
0.3	Recreation Supervisor		18,458	19,931	1,473
			144,539	151,738	5,533
	Temporary Employees		-	-	-
	Total Salaries		144,539	151,738	5,533

FUNCTION: Parks and Recreation	PROGRAM: Park and Rec Administration	ACCT. NO.: 10520
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
FRINGE BENEFITS						
Total Fringe Benefits	11,786	11,381	25,899	1,182	824	27,905

GENERAL LEDGER DISTRIBUTION	ACCOUNT	REVISED	BUDGET	CHANGE
		2016	2017	
Salaries of regular employees	6101	144,539	151,738	7,199
Salaries-temp. employees	6104	-	-	-
Employer contribution for pension	6120	22,072	23,167	1,095
Employer contribution for insurance	6130	27,151	27,905	754
Retiree contributions	6135	-	-	-
Accumulated Vacation Payout	6108	2,276	2,341	65
Employer Cont to HCSP	6170	3,754	4,947	1,193
		199,792	210,098	10,306

PARKS ADMINISTRATION							
SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10520 - PARKS ADMINISTRATION EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	123,711	114,222	160,086	56,507	144,539	151,738	
6102 - FULL-TIME EMPLOYEES-OVERTIME	535	317		0			
6104 - TEMPORARY EMPLOYEES-REG	1,158	6,596		0			
6108 - ACCUMULATED VACATION/COMP LEAV	3,145	9,977	2,230	0	2,276	2,341	
6112 - SERVICE RECOGNITION	3,669	10,580		0			
6120 - EMPLOYER CONTR FOR RETIREMENT	18,389	19,773	18,776	8,382	22,072	23,167	
6130 - EMPLOYER PAID INSURANCE	5,966	14,877	13,907	10,703	27,151	27,905	
6150 - WORKERS COMPENSATION	4,840	9,448	1,207	2,628	1,207	1,207	
6151 - WORKERS COMP DEDUCTIBLE	253	0		1,126			
6170 - EMPLOYER CONTR TO HCSP	2,404	2,630	3,457	526	3,754	2,305	
TOTAL PERSONNEL SERVICES	164,071	188,418	199,663	79,870	200,999	208,663	
SUPPLIES							
6201 - OFFICE SUPPLIES	1,026	2,148	1,500	915	1,500	1,500	
6210 - OPERATING SUPPLIES	1,531	2,877	1,800	0	1,800	1,800	
6240 - MINOR EQUIPMENT AND FURNITURE	0	0	7,000	0	7,000	4,000	
TOTAL SUPPLIES	2,557	5,024	10,300	915	10,300	7,300	

PARKS ADMINISTRATION DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
MATERIALS & SUPPLIES					
6201	OFFICE SUPPLIES	Paper, envelopes, folders, disks, work station accessories, letterhead - reduced by sales tax	1,500	1,500	
6210	OPERATING SUPPLIES	Special Event Supplies in support of Kaposia Days and Parks & Recreation Advisory Commission initiatives	1,800	1,800	
6240	MINOR EQUIPMENT AND FURNITURE	Replace office furniture for Director	7,000	4,000	
SERVICES AND OTHER CHARGES					
6331	CONFERENCES, TRAINING, TRAVEL	Local Workshops, Training, & Mileage \$900; MRPA State Conference (3 participants) \$2,200; NRPA National Congress (1 participant) \$1,800	4,900	4,900	
6344	REPORTER	Parks and Recreation portion of quarterly brochure printing and mailing (9,000 pieces), \$7,000. Expense is shared with CSCC, Library, and Woog Arena contributing \$12,000 total to cost of brochure.	6,000	7,000	
6371	REPAIRS & MAINT CONTRACTUAL	RecTrac and WebTrac Software Maintenance Agreement transitioned to LOGIS = \$14,500 SSL on-line Security Certificate = \$50	14,550	14,550	
6374	ADMINISTRATION SUPPORT FEE	Per Special School District #6 Joint Powers Agreement - New in 2013 based on a modification made in how the City accounts Parks and Recreation Staff time - Revenue goes to CSCC	84,641	92,807	

PARKS ADMINISTRATION DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
6378	COPIER MAINTENANCE AGREEMENT	Ricoh Copier Lease \$152/mo.(\$1,824 annual) Ricoh Copier Maintenance Agreement = \$60/mo. (\$720 annual)-\$300	2,244	2,244	
6388	TECHNOLOGY EQUIP CHARGE	Amortization of technology equipment	0	287	
6390	POSTAGE AND TELEPHONE	Mobile Phones \$720 annually Correspondence Postage = \$700	1,420	1,420	
MISCELLANEOUS					
6412	CREDIT CARD/ACH/BANK FEE	Credit Card Processing: in-person and on-line registration.	3,000	3,000	
6471	DUES & SUBSCRIPTIONS	MN Recreation and Park Association Professional Memberships = \$860 National Recreation and Park Association Agency Membership = \$425	1,250	1,285	

FUNCTION: Parks and Recreation	DEPT. & DIV: Splash Pool	BUSINESS UNIT: 10527
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Activities and Responsibilities:**The Splash Pool program is accountable for:**

- Providing a safe and accessible outdoor water play structure featuring a zero-depth entry.
- Providing an outdoor spa tub.
- Providing certified and trained lifeguard and water safety staff to monitor the pool areas during operation.
- Concession sales and operation.
- Daily hours of operation (weather permitting): 12:30 -7:30 p.m. (plus 11:30-12:30 toddler swim).
- Available for private pool party rental.
- Providing clean and accessible locker rooms for changing, showering, and secure storage of belongings.

Budget Highlights and Changes:**Significant Revisions - 2016 Original vs. 2016 Revisions**

- No significant 2016 Budget Revisions.

Notable Expenditure Changes

- Interior pool building painting and floor refinishing.
- One-time expense (\$5,000) for ADA Transition Plan facility analysis, shared with other facilities and departments.

FUNCTION: Parks and Recreation	DEPT. & DIV: Splash Pool	BUSINESS UNIT: 10527
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Notable Capital Project or Asset Acquisitions

- No Significant Capital Asset purchases are planned for 2017 in this program budget.

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Parks and Recreation	PROGRAM: Splash Pool	BUSINESS UNIT: 10527
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.025	Director of Park and Recreation		2,843	2,914	71
0.15	Recreation Supervisor		9,229	9,966	737
			12,072	12,880	808
	Temporary Employees		32,878	32,878	-
	Total Salaries		44,950	45,758	808

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Parks and Recreation	PROGRAM: Splash Pool	BUSINESS UNIT: 10527
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	TOTAL
FRINGE BENEFITS						
Total Fringe Benefits	3,512	966	1,937	90	71	2,098

GENERAL LEDGER DISTRIBUTION	ACCOUNT	REVISED	BUDGET	CHANGE
		2016	2017	
Salaries of regular employees	6101	12,072	12,880	808
Salaries-temp. employees	6104	32,878	32,878	-
Employer contribution for pension	6120	4,355	4,478	123
Employer contribution for insurance	6130	1,756	2,098	342
Retiree contributions	6135	-	-	-
Accumulated Vacation/Comp	6108	153	162	9
Employer Cont to HCSP	6170	384	412	28
		51,598	52,908	1,310

**SPLASH POOL
SUMMARY OF EXPENDITURES**

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10527 - SPLASH POOL EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	10,271	8,184	11,417	4,691	12,072	12,680	
6104 - TEMPORARY EMPLOYEES-REG	28,599	31,515	32,878	115	32,878	32,878	
6105 - TEMPORARY EMPLOYEES-OVERTIME	1,533	4		0			
6108 - ACCUMULATED VACATION/COMP LEAV	634	380	153	0	153	162	
6112 - SERVICE RECOGNITION		139		0			
6120 - EMPLOYER CONTR FOR RETIREMENT	3,897	3,887	4,257	712	4,355	4,478	
6130 - EMPLOYER PAID INSURANCE	363	1,750	1,740	798	2,030	2,098	
6150 - WORKERS COMPENSATION	2,711	3,071	2,168	1,244	2,168	2,168	
6170 - EMPLOYER CONTR TO HCSP	207	379	388	40	384	412	
TOTAL PERSONNEL SERVICES	48,215	49,309	53,001	7,600	54,040	54,876	
SUPPLIES							
6210 - OPERATING SUPPLIES	1,590	1,557	2,500	1,105	2,500	2,500	
6220 - REPAIR & MAINTENANCE SUPPLIES	1,497	7,373	2,500	0	2,500	2,500	
6240 - MINOR EQUIPMENT AND FURNITURE	0	520	1,300	0	1,300	1,300	
6250 - MERCHANDISE FOR RESALE	6,886	5,735	7,000	22	7,000	7,000	
TOTAL SUPPLIES	9,973	15,184	13,300	1,127	13,300	13,300	
OTHER SERVICES AND CHARGES							
6302 - PROFESSIONAL SERVICES						5,000	
6371 - REPAIRS & MAINT CONTRACTUAL	5,768	510		0			
6375 - OTHER CONTRACTED SERVICES						3,000	
6379 - CONT SERV/REFUSE & SANITATION	102	0	102	0	102	100	
6385 - UTILITY SERVICE	10,107	7,608	10,000	1,007	10,000	10,000	
6390 - POSTAGE AND TELEPHONE	126	157	158	54	158	158	
TOTAL OTHER SERVICES AND CHARGES	16,101	8,275	10,260	1,061	10,260	18,258	

SPLASH POOL DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6104	TEMPORARY EMPLOYEES-REG	Lifeguards, Concession Operators, Manager, Lead Lifeguards.	32,878	32,878	
MATERIALS & SUPPLIES					
6210	OPERATING SUPPLIES	Chemicals for the pool: testing equipment, soda ash, other supplies.	2,500	2,500	
6220	REPAIR & MAINTENANCE SUPPLIES	Unanticipated repairs. Cleaning and Maintenance supplies. Replacement signage.	2,500	2,500	
6240	MINOR EQUIPMENT AND FURNITURE	Rescue tubes and safety equipment. Incremental replacement of deck furnishings.	1,300	1,300	
6250	MERCHANDISE FOR RESALE	Products sold at concession stand.	7,000	7,000	
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES	ADA Assessment portion related to Splash pool		5,000	
6375	OTHER CONTRACTED SERVICES	Inside painting and floor refinish		3,000	
6379	CONT SERV/REFUSE & SANITATION	Pest control.	102	100	
6385	UTILITY SERVICE	Based on historic actuals.	10,000	10,000	
6390	POSTAGE AND TELEPHONE	Cell phone.	158	158	

FUNCTION: Parks and Recreation	DEPT. & DIV: Northview Pool	BUSINESS UNIT: 10528
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Activities and Responsibilities:**The Northview Pool program is accountable for:**

- Providing an eleven week swim season: June - August (Daily hours of operation 1:00 - 8:00 p.m.).
- Providing a safe and accessible swimming environment in 1950s era box-type pool.
- Providing certified and trained lifeguard and water safety staff to monitor the pool areas during operation.
- Concession sales and operation.
- Hosting of special community events.
- Available for private pool party rental.
- Providing clean and accessible locker rooms for changing, showering, and secure storage of belongings.

Budget Highlights and Changes:**Significant Revisions - 2016 Original vs. 2016 Revisions**

- None

Notable Expenditure Changes

- Interior pool building painting.
- One-time expense (\$5,000) for ADA Transition Plan facility analysis, shared with other facilities and departments.

FUNCTION: Parks and Recreation	DEPT. & DIV: Northview Pool	BUSINESS UNIT: 10528
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Notable Capital Project or Asset Acquisitions

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CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Parks and Recreation	PROGRAM: Northview Pool	BUSINESS UNIT: 10528
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COMPENSATION INFORMATION

FTE	POSITION	NAME		REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>					
0.025	Director of Park and Recreation			2,843	2,914	71
0.15	Recreation Supervisor			9,229	9,966	737
				12,072	12,880	808
	Temporary Employees			32,878	32,878	-
	Total Salaries			44,950	45,758	808

FUNCTION: Parks and Recreation	PROGRAM: Northview Pool	BUSINESS UNIT: 10528
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
FRINGE BENEFITS						
Total Fringe Benefits	3,512	966	1,937	90	71	2,098

GENERAL LEDGER DISTRIBUTION	ACCOUNT	REVISED	BUDGET	CHANGE
		2015	2016	
Salaries of regular employees	6101	12,072	12,880	808
Salaries-temp. employees	6104	32,878	32,878	-
Employer contribution for pension	6120	4,355	4,478	123
Employer contribution for insurance	6130	1,756	2,098	342
Retiree contributions	6135	-	-	-
Accumulated Vacation/Comp	6108	153	162	9
Employer Cont to HCSP	6170	384	412	28
		51,598	52,908	1,310

NORTHVIEW POOL							
SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10528 - NORTHVIEW POOL EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	10,271	8,184	11,417	4,691	12,072	12,880	
6104 - TEMPORARY EMPLOYEES-REG	24,805	27,397	32,878	76	32,878	32,878	
6105 - TEMPORARY EMPLOYEES-OVERTIME	3,838	21		0			
6108 - ACCUMULATED VACATION/COMP LEAV	634	380	153	0	153	162	
6112 - SERVICE RECOGNITION		139		0			
6120 - EMPLOYER CONTR FOR RETIREMENT	3,786	3,574	4,257	709	4,355	4,478	
6130 - EMPLOYER PAID INSURANCE	363	1,750	1,740	798	2,030	2,098	
6150 - WORKERS COMPENSATION	2,748	3,192	2,168	1,275	2,168	2,168	
6170 - EMPLOYER CONTR TO HCSP	207	379	388	40	384	412	
TOTAL PERSONNEL SERVICES	46,652	45,015	53,001	7,588	54,040	55,076	
SUPPLIES							
6210 - OPERATING SUPPLIES	1,629	2,563	2,500	1,105	2,500	2,500	
6220 - REPAIR & MAINTENANCE SUPPLIES	2,208	4,387	2,500	0	2,500	2,500	
6240 - MINOR EQUIPMENT AND FURNITURE	651	346	2,300	0	2,300	2,300	
6250 - MERCHANDISE FOR RESALE	6,142	5,832	7,000	221	7,000	7,000	
TOTAL SUPPLIES	10,630	13,128	14,300	1,326	14,300	14,300	
OTHER SERVICES AND CHARGES							
6302 - PROFESSIONAL SERVICES						5,000	
6371 - REPAIRS & MAINT CONTRACTUAL	3,846	0		0		1,500	
6379 - CONT SERV/REFUSE & SANITATION	51	0	51	0	51	50	
6385 - UTILITY SERVICE	9,674	7,865	9,500	288	9,500	8,000	
6390 - POSTAGE AND TELEPHONE	126	157	158	54	158	158	
TOTAL OTHER SERVICES AND CHARGES	13,696	8,022	9,709	342	9,709	14,708	

NORTHVIEW POOL					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6104	TEMPORARY EMPLOYEES-REG	Lifeguards, Concession Operators, Manager, Lead Lifeguards.	32,878	32,878	
MATERIALS & SUPPLIES					
6210	OPERATING SUPPLIES	Chemicals for the pool: testing equipment, soda ash, other supplies.	2,500	2,500	
6220	REPAIR & MAINTENANCE SUPPLIES	Repairs for mechanical, deck area, building. Replacement toilet partitions.	2,500	2,500	
6240	MINOR EQUIPMENT AND FURNITURE	Rescue tubes and safety equipment. Incremental replacement of deck furnishings.	2,300	2,300	
6250	MERCHANDISE FOR RESALE	Products sold at concession stand	7,000	7,000	
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES	ADA Transition Plan - Northview portion		5,000	
6371	REPAIRS & MAINT CONTRACTUAL	Painting of interior		1,500	
6379	CONT SERV/REFUSE & SANITATION	Pest Control	51	50	
6385	UTILITY SERVICE	Based upon historic actuals	9,500	8,000	
6390	POSTAGE AND TELEPHONE	Cell phone	158	158	

FUNCTION: Parks and Recreation	DEPT. & DIV: Recreational Programs	BUSINESS UNIT: 10529
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Activities and Responsibilities:

The Recreational Programs program is accountable for:

- Providing recreational activities, fall, winter, spring and summer for youth, teens, and adults.
- Providing youth programs, special events, and field trips programming.
- Coordinate and promote the Summer Playhouse program.
- Administer the youth sport leagues of football and T-ball.
- Coordinate winter season outdoor rink and warming house operation at four locations.
- Coordinate the rental and use of athletic fields, picnic shelters, Kaposia Pavilion building, and Community Garden plots.

Budget Highlights and Changes:

Significant Revisions - 2016 Original vs. 2016 Revisions

- No significant revisions

Notable Expenditure Changes

- No notable increases - new initiatives accomplished utilizing existing or by reducing expenditures.
- Addition of new seasonal Field Attendant position for Kaposia Landing.
- Park Patrol shifted to Police Department as Community Service Officer.
- Replacement of Summer Playhouse set.

FUNCTION: Parks and Recreation	DEPT. & DIV: Recreational Programs	BUSINESS UNIT: 10529
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Notable Capital Project or Asset Acquisitions

- No Significant Capital Asset purchases are planned for 2017 in this program budget.

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Parks and Recreation	PROGRAM: Recreational Programs	BUSINESS UNIT: 10529
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COMPENSATION INFORMATION

FTE	POSITION	NAME		REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>					
0.05	Director of Park and Recreation			5,685	5,828	143
0.9	Recreation Supervisor			69,219	70,949	1,730
				74,904	76,777	1,873
	Temporary Employees			50,760	49,000	(1,760)
	Total Salaries			125,664	125,777	113

FUNCTION: Parks and Recreation	PROGRAM: Recreational Programs	BUSINESS UNIT: 10529
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COMPENSATION INFORMATION

	Name	PENSION		INSURANCE			TOTAL
		FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
	FRINGE BENEFITS						
	Total Fringe Benefits	9,874	5,758	664	26	404	1,094

	GENERAL LEDGER DISTRIBUTION	ACCOUNT	REVISED 2016	BUDGET 2017	CHANGE
	Salaries of regular employees	6101	74,904	76,777	1,873
	Salaries-temp. employees	6104	50,760	49,000	(1,760)
	Employer contribution for pension	6120	15,476	15,632	156
	Employer contribution for insurance	6130	1,098	1,094	(4)
	Retiree contributions	6135	-	-	-
	Accumulated Vacation/Comp	6108	3,214	3,294	80
	Employer contribution to HCSP	6170	701	704	3
			146,153	146,501	348

RECREATIONAL PROGRAMS SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10529 - RECREATIONAL PROGRAMS EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	71,208	72,975	73,256	29,028	74,904	76,777	
6104 - TEMPORARY EMPLOYEES-REG	47,103	47,383	50,760	4,389	50,760	49,000	
6105 - TEMPORARY EMPLOYEES-OVERTIME	6	31		0			
6108 - ACCUMULATED VACATION/COMP LEAV	3,080	2,818	3,143	0	3,214	3,294	
6112 - SERVICE RECOGNITION	0	1,778	0	0	0		
6120 - EMPLOYER CONTR FOR RETIREMENT	14,411	14,689	15,222	4,721	15,476	15,632	
6130 - EMPLOYER PAID INSURANCE	906	926	937	417	1,098	1,094	
6140 - UNEMPLOYMENT COMP INS.	277	0		0			
6150 - WORKERS COMPENSATION	2,142	4,923	1,433	1,546	1,433	1,433	
6170 - EMPLOYER CONTR TO HCSP	697	698	698	216	701	704	
TOTAL PERSONNEL SERVICES	139,830	146,221	145,449	40,317	147,586	147,934	
SUPPLIES							
6210 - OPERATING SUPPLIES	16,210	15,750	18,000	1,103	18,000	18,000	
TOTAL SUPPLIES	16,210	15,750	18,000	1,103	18,000	18,000	
OTHER SERVICES AND CHARGES							
6380 - CENTRAL GARAGE MAINT. CHARGE	4,582	4,582	5,269	2,200	5,269	6,059	
6381 - OTHER RENTALS	5,515	4,921	5,200	3,591	5,200	5,200	
6382 - CENTRAL GARAGE EQUIP. CHARGE	2,995	3,145	3,302	1,380	3,302	3,467	
6388 - TECHNOLOGY EQUIP CHARGE						119	
6390 - POSTAGE AND TELEPHONE	858	848	855	292	855	855	
TOTAL OTHER SERVICES AND CHARGES	13,950	13,496	14,626	7,463	14,626	15,700	

RECREATIONAL PROGRAMS					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6104	TEMPORARY EMPLOYEES-REG	Playground Leaders, Playground Aids, Day Camp Leaders, Teen Supervisors, Tot Leaders, Safety Camp Leaders, Football Referees, Special Event and Field Trip Leaders, Summer Playhouse, Outdoor Rink Attendants, Kaposia Landing Field Attendant.	50,760	49,000	
MATERIALS & SUPPLIES					
6210	OPERATING SUPPLIES	Supplies for all fall, winter, spring and summer recreation programs. Balls, uniforms, trophies, arts and crafts, first aid, t-ball, football supplies. Continued phased replacement of youth football helmets. Summer Playhouse set replacement	18,000	18,000	
SERVICES AND OTHER CHARGES					
6380	CENTRAL GARAGE MAINT. CHARGE	15% increase - maintenance on van	5,269	6,059	
6381	OTHER RENTALS	3 month rental, set up, and removal of temporary Harmon Park and Bromley outdoor rink warming house shelter.	5,200	5,200	
6388	TECHNOLOGY EQUIP CHARGE			119	
6390	POSTAGE AND TELEPHONE	Cell phones.	855	855	

RECREATIONAL PROGRAMS DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
MISCELLANEOUS 6452	TRIPS AND TOURS	Cost for trip bus rental, fees, and admissions, shared with partner organizations. Revenue collected to offset this expense.	4,500	6,000	
CAPITAL OUTLAY 6382	CENTRAL GARAGE EQUIP. CHARGE	5% increase - amortization of van	3,302	3,467	

FUNCTION: Parks and Recreation	DEPT. & DIV: Community Affairs	BUSINESS UNIT: 10530
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Activities and Responsibilities:**The Community Affairs program is accountable for:**

- Coordination of Volunteer Programs
- Staff person to facilitate and assist Mayor with the SSP Mayor's Youth Task Force
- Coordination of Community Events such as MN Night to Unite, the Great Halloween Get Together, and the All City Garage Sale
- Continue linking with Community Organizations to develop Community Ownership in South St. Paul
- Solicitation of Grants for the Community
- Building relationships with community groups and the City of South St. Paul
- Building positive media relationships within the City with press and media

Budget Highlights and Changes:**Significant Revisions - 2016 Original vs. 2016 Revisions**

- No significant revisions

Notable Expenditure Changes

- None

Notable Capital Project or Asset Acquisitions

- No Significant Capital Asset purchases are planned for 2017.

FUNCTION: Parks and Recreation	DEPT. & DIV: Community Affairs	BUSINESS UNIT: 10530
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Contributions Activity

This Program also incurs expenses based on donations/contributions/grants - which are not budgeted

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Parks and Recreation	PROGRAM: Community Affairs	BUSINESS UNIT: 10530
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.05	Director of Park and Recreation		5,685	5,828	143
1	Community Affairs Liaison		70,420	72,885	2,465
			76,105	78,713	2,608
	Temporary Employees		-	-	-
	Total Salaries		76,105	78,713	2,608

FUNCTION: Parks and Recreation	PROGRAM: Community Affairs	BUSINESS UNIT: 10530
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
FRINGE BENEFITS						
Total Fringe Benefits	6,039	5,903	11,361	540	401	12,302

GENERAL LEDGER DISTRIBUTION	ACCOUNT	REVISED	BUDGET	CHANGE
		2016	2017	
Salaries of regular employees	6101	76,105	78,713	2,608
Salaries-temp. employees	6104	-	-	-
Employer contribution for pension	6120	11,547	11,942	395
Employer contribution for insurance	6130	11,839	12,302	463
Accumulated Vacation/Comp	6108	219	224	5
Employer Contribution to HCSP	6170	2,386	2,446	60
		102,096	105,627	3,531

COMMUNITY AFFAIRS SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
10530 - COMMUNITY AFFAIRS EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	72,204	73,990	73,749	29,559	76,105	78,713	
6108 - ACCUMULATED VACATION/COMP LEAV	209	781	214	0	219	224	
6112 - SERVICE RECOGNITION		278	0	0	0		
6120 - EMPLOYER CONTR FOR RETIREMENT	10,674	11,190	11,189	4,449	11,547	11,942	
6130 - EMPLOYER PAID INSURANCE	10,637	11,426	11,222	4,638	11,839	12,302	
6150 - WORKERS COMPENSATION	1,415	1,190	1,327	237	1,327	1,327	
6170 - EMPLOYER CONTR TO HCSP	5,396	1,991	2,332	239	2,386	2,446	
TOTAL PERSONNEL SERVICES	100,535	100,846	100,033	39,122	103,423	106,954	
SUPPLIES							
6201 - OFFICE SUPPLIES	1,461	1,688	1,600	302	1,600	1,600	
6210 - OPERATING SUPPLIES	3,867	3,950	4,000	1,305	4,000	4,500	
6240 - MINOR EQUIPMENT AND FURNITURE			0		0	500	
TOTAL SUPPLIES	5,328	5,639	5,600	1,607	5,600	6,600	
OTHER SERVICES AND CHARGES							
6331 - CONFERENCES, TRAINING, TRAVEL	25	13	450	0	450	450	
6388 - TECHNOLOGY EQUIP CHARGE			0		0	131	
6390 - POSTAGE AND TELEPHONE	1,084	1,280	1,500	334	1,500	1,560	
TOTAL OTHER SERVICES AND CHARGES	1,109	1,293	1,950	334	1,950	2,141	
MISCELLANEOUS							
6471 - DUES & SUBSCRIPTIONS	812	805	900	453	900	950	
TOTAL MISCELLANEOUS	812	805	900	453	900	950	
TOTAL EXPENDITURES	107,784	108,583	108,483	41,516	111,873	116,645	
CHANGE 2016 REVISED TO 2017 PROPOSED PERCENT CHANGE 2016 REVISED TO 2017 PROPOSED							4,772 4.27%

COMMUNITY AFFAIRS					
DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
MATERIALS & SUPPLIES					
6201	OFFICE SUPPLIES	Based on 2015 and 2016 Budget	1,600	1,600	
6210	OPERATING SUPPLIES	Supplies for the Community Affairs Liaison programs- City Programming and Volunteer Recognition: All City Garage Sale (70 sales) - marketing, advertising and packets/Great Halloween Get Together -lights only, no treats/Girl & Boy Scout Community Projects// Farmers Market - Marketing information/Celebrate History of South St. Paul Series of Events/River Beautification Project - supplies, reception for volunteers/Blooming Parks Program, (20 locations) - plants & supplies/Beautification Award Program (125 awards) - marketing and awards/MN Night to Unite (35-40 block parties) - supplies for block parties/Adopt a Street Program (20 groups) - signage and Thank you's/Mayor and Council Projects (various every year)/Sprucing up the Parks Program - supplies and refreshments/Holidaze in SSP (500 residents) - Activities, supplies, treats/Read Across South St. Paul (100 volunteers) - treats, marketing/ Streets in Bloom Program - 14 containers - plants, marketing/ Community Presentations or checks - 6 a year - supplies, Weed Be Goners Program, GreenStep Cities programming, New Community programming (TBD). All these programs are non Task Force/Donation functions.	4,000	4,500	
6240	MINOR EQUIPMENT AND FURNITURE	Replacement printer (never replaced in previous budgets - will need to replace in 2017).	0	500	

COMMUNITY AFFAIRS DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
SERVICES AND OTHER CHARGES					
6331	CONFERENCES, TRAINING, TRAVEL	Travel and parking to and from meetings, events, seminars and day to day operations for the Community Affairs Office. Budgeting for 800 mileage @.54. This is the same mileage as requested in 2015 and 2016.	450	450	
6388	TECHNOLOGY EQUIP CHARGE	Amortization of technology equipment	0	131	
6390	POSTAGE AND TELEPHONE	Postage (700 pieces of mail) @.49 = \$345; 500 postcards @ \$.34 = \$170 & (100 flat items)@ \$1.50= \$150 (930) Cell phone allowance (\$900)	1,500	1,560	
MISCELLANEOUS					
6471	DUES & SUBSCRIPTIONS	Membership to: MAVA - Minnesota Association of Volunteer Admin. 70) Minnesota Crime Prevention Association (Night to Unite) - \$80 - Sams Club \$50; ASCAP & BMI License Fees (\$750)	900	950	

FUNCTION: Cultural and Recreational Services	DEPT. & DIV: Doug Woog Arena	BUSINESS UNIT: 20243
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Activities and Responsibilities:

The Wakota Arena program is accountable for:

- Providing operation and ice-time rentals for 2 sheets of ice, seven days a week.
- Providing full-service concession sales to all patrons of the facility.
- Host facility for Youth, High School and Independent hockey leagues and tournaments.
- Host for figure skating, learn to skate lessons, and open general skating.
- Facilitate community special events.
- Accounting for operational, capital, and debt expenditures.
- Property management for Special School District 6 Community Learning Center.

Budget Highlights and Changes:

Significant 2016 Budget Revisions include

- No significant budget revisions

Notable Expenditure Changes

- Increase in Temporary Employees expenditures due to increased wage scale and longevity, no additional positions.
- Decrease in Professional Services due to removal of Arc Flash Testing
- Increase in Other Contracted Services due to new re Fridgeration system monitoring
- Lobby restroom refurbishment new for 2017

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Cultural and Recreational Services	DEPT. & DIV: Doug Woog Arena	BUSINESS UNIT: 20243
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Notable Capital Project or Asset Acquisitions

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FUNCTION: Cultural and Recreational Services	PROGRAM: Doug Woog Arena	BUSINESS UNIT: 20243
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COMPENSATION INFORMATION

FTE	POSITION	NAME	REVISED 2016	BUDGET 2017	Change
	<u>SALARIES</u>				
0.05	Director of Parks and Recreation		5,685	5,828	143
1	Wakota Arena Manager		77,191	79,121	1,930
1	Assistant Wakota Arena Manager		57,045	65,866	8,821
1	Facility Maint & Operations		41,825	49,741	7,916
			181,746	200,556	18,810
	Temporary Employees				
	Concession Employees		87,956	90,600	2,644
	Other				-
	Total Temporary Employees		87,956	90,600	2,644
	Total Salaries		269,702	291,156	21,454

CITY OF SOUTH ST PAUL, MN

ANNUAL BUDGET

FUNCTION: Cultural and Recreational Services	PROGRAM: Doug Woog Arena	BUSINESS UNIT: 20243
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COMPENSATION INFORMATION

Name	PENSION		INSURANCE			TOTAL
	FICA	PERA	HEALTH	DENTAL	LIFE & DIS	
FRINGE BENEFITS						
Total Fringe Benefits	22,622	21,611	35,345	1,568	1,115	38,028
	GENERAL LEDGER DISTRIBUTION		ACCOUNT	REVISED 2016	BUDGET 2017	CHANGE
	Salaries of regular employees		6101	181,746	200,556	18,810
	Salaries-temp. employees		6104	87,956	90,600	2,644
	Employer contribution for pension		6120	40,969	44,232	3,263
	Employer contribution for insurance		6130	36,659	38,028	1,369
	Accumulated Vacation/Comp		6108	4,300	4,555	255
	Employer Cont to HCSP		6170	6,026	6,517	491
				357,656	384,488	26,832

**DOUG WOOG ARENA
SUMMARY OF REVENUES**

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
20243 - DOUG WOOG ARENA							
REVENUES AND EXPENDITURES							
REVENUES							
TAXES							
4110 - CURRENT AD VALOREM TAX	(242,809)	(212,359)	(254,061)	0	(254,061)	(270,561)	
TAXES	(242,809)	(212,359)	(254,061)	0	(254,061)	(270,561)	
INTERGOVERNMENTAL							
CHARGE FOR SERVICE							
WAKOTA ARENA							
4501 - ICE RENTALS-FALL & WINTER	(387,560)	(377,876)	(430,000)	(186,919)	(430,000)	(400,000)	
4502 - ICE RENTALS-SUMMER	(56,592)	(77,907)	(95,000)	(31,242)	(95,000)	(140,000)	
4504 - TICKET SALES FOR GAMES	(21,957)	(20,686)	(19,000)	(7,265)	(19,000)	(13,000)	
4505 - PUBLIC SKATING	(1,856)	(2,756)	(4,000)	(1,416)	(4,000)	(3,000)	
4506 - FIGURE SKATING	(3,598)	(4,885)	(6,000)	(3,590)	(6,000)	(5,000)	
4508 - SKATE SHARPENING	(2,334)	(2,696)	(4,000)	(1,383)	(4,000)	(3,000)	
4510 - CONCESSION SALES	(38,217)	(57,306)	(48,000)	(22,206)	(48,000)	(48,000)	
4511 - SKATE SHOP-RENTAL-LEASE	(600)	(12,745)	(19,500)	(3,000)	(19,500)	(19,500)	
4512 - DRY FLOOR	0	(1,875)	(12,500)	0	(12,500)	(2,000)	
4513 - SIGN RENTAL	0	(41)	(2,000)	(933)	(2,000)	(3,000)	
4515 - VENDING - WAKOTA	(2,719)	(2,265)	(1,800)	(1,676)	(1,800)	(2,600)	
WAKOTA ARENA	(515,433)	(561,037)	(641,800)	(259,630)	(641,800)	(639,100)	
RENTS							
4402 - RENT	(79,101)	(82,660)	(88,881)	(41,941)	(88,881)	(91,548)	
RENTS	(79,101)	(82,660)	(88,881)	(41,941)	(88,881)	(91,548)	
CHARGES FOR SERVICES	(594,535)	(643,698)	(730,681)	(301,571)	(730,681)	(730,648)	

**DOUG WOOG ARENA
SUMMARY OF REVENUES**

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
MISCELLANEOUS							
4672 - OTHER	(153)	(985)		0			
4673 - CASH OVER/SHORT	0	(0)		0			
4675 - INSURANCE DIVIDEND	(2,442)	(3,900)		0			
4679 - CONT. & DON. FR PRIVATE		(17,394)		(22,806)			
MISCELLANEOUS	(2,595)	(21,294)		(22,806)			
OTHER FINANCING SOURCES							
4920 - INTERFUND OPERATING TRANSFER	(52,674)	0	0	0	0		
OTHER FINANCING SOURCES	(52,674)	0	0	0	0		
REVENUES	(892,613)	(878,335)	(984,742)	(324,377)	(984,742)	(1,001,209)	
EXPENDITURES	889,422	993,046	984,742		994,902	1,001,209	
NET CHANGE IN FUND BALANCE	3,191	(114,711)	0		(10,200)	0	
CASH (INTERNAL LOAN)	(969,861)	(1,010,058)	(1,010,058)		(1,020,258)	(1,020,258)	

DOUG WOOG ARENA
SUMMARY OF EXPENDITURES

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
20243 - DOUG WOOG ARENA							
EXPENDITURES							
PERSONNEL SERVICES							
6101 - FULL-TIME EMPLOYEES-REG	124,659	135,196	194,868	62,681	181,746	200,556	
6104 - TEMPORARY EMPLOYEES-REG	108,858	117,295	87,956	49,389	87,956	90,600	
6105 - TEMPORARY EMPLOYEES-OVERTIME	0	9		0			
6108 - ACCUMULATED VACATION/COMP LEAV	4,514	3,827	4,206	0	4,300	4,555	
6112 - SERVICE RECOGNITION		4,278	0	0	0		
6120 - EMPLOYER CONTR FOR RETIREMENT	33,867	36,294	34,156	16,079	40,969	44,232	
6130 - EMPLOYER PAID INSURANCE	21,755	22,612	21,905	11,875	36,659	38,028	
6140 - UNEMPLOYMENT COMP INS.	314	1,885	0	169	0		
6150 - WORKERS COMPENSATION	7,490	5,289	6,651	2,784	6,651	6,651	
6170 - EMPLOYER CONTR TO HCSP	3,685	2,636	4,405	580	6,026	6,517	
TOTAL PERSONNEL SERVICES	305,142	329,323	354,147	143,558	364,307	391,139	
SUPPLIES							
6201 - OFFICE SUPPLIES	224	103	500	116	500	250	
6210 - OPERATING SUPPLIES	11,140	14,143	10,000	3,009	10,000	7,500	
6220 - REPAIR & MAINTENANCE SUPPLIES	37,338	36,519	30,000	19,604	30,000	22,000	
6240 - MINOR EQUIPMENT AND FURNITURE	2,636	2,668	2,500	1,092	2,500	2,500	
6245 - CLOTHING ALLOWANCE	213	7,703	1,500	389	1,500	1,500	
6250 - MERCHANDISE FOR RESALE	34,167	35,786	30,000	12,619	30,000	25,000	
TOTAL SUPPLIES	85,717	96,922	74,500	36,829	74,500	58,750	

**DOUG WOOG ARENA
SUMMARY OF EXPENDITURES**

Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
OTHER SERVICES AND CHARGES							
6302 - PROFESSIONAL SERVICES	3,829	5,691	23,500	4,808	23,500	3,800	
6331 - CONFERENCES, TRAINING, TRAVEL	854	769	1,800	86	1,800	1,800	
6341 - ADVERTISING	947	1,740	1,500	1,750	1,500	1,500	
6361 - INSURANCE	12,527	11,889	11,855	6,561	11,855	11,855	
6371 - REPAIRS & MAINT CONTRACTUAL	15,782	43,216	20,000	12,404	20,000	20,000	
6373 - INTERNAL LABOR CHARGE	20,657	20,657	20,657	8,610	20,657	20,657	
6374 - ADMINISTRATION SUPPORT FEE	43,421	50,395	50,395	21,000	50,395	49,651	
6375 - OTHER CONTRACTED SERVICES	7,996	2,253		0		12,500	
6378 - COPIER MAINTENANCE AGREEMENT	206	114	300	18	300	300	
6379 - CONT SERV/REFUSE & SANITATION	4,179	1,330	2,200	1,176	2,200	2,200	
6380 - CENTRAL GARAGE MAINT. CHARGE	230	230	265	115	265	305	
6382 - CENTRAL GARAGE EQUIP. CHARGE	19,684	20,667	21,700	9,045	21,700	22,785	
6385 - UTILITY SERVICE	137,797	181,707	180,000	60,810	180,000	170,000	
6388 - TECHNOLOGY EQUIP CHARGE			0		0	381	
6390 - POSTAGE AND TELEPHONE	5,006	3,728	1,990	704	1,990	1,990	
6396 - HONEYWELL CONTRACTUAL MAINT	27,769	28,741	25,000	14,618	25,000	30,000	
TOTAL OTHER SERVICES AND CHARGES	300,884	373,128	361,162	141,706	361,162	349,724	
MISCELLANEOUS							
6412 - CREDIT CARD/ACH/BANK FEE		276	800	474	800	800	
6451 - REFUNDS & REIMBURSEMENT	332	675	0	0	0		
6471 - DUES & SUBSCRIPTIONS	1,176	4,090	900	2,240	900	900	
TOTAL MISCELLANEOUS	1,508	5,041	1,700	2,714	1,700	1,700	

DOUG WOOG ARENA SUMMARY OF EXPENDITURES							
Description	2014 Actual	2015 Actual	2016 Original Budget	May 2016 Actual	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
CAPITAL OUTLAY							
6520 - BUILDINGS AND STRUCTURE	151	0		0		15,000	
6580 - OTHER EQUIPMENT	0	3,500	0	0	0		
TOTAL CAPITAL OUTLAY	151	3,500	0	0	0	15,000	
DEBT SERVICE							
6612 - INTEREST EXPENSE	34,252	18,537	30,000	0	30,000	25,000	
TOTAL DEBT SERVICE	34,252	18,537	30,000	0	30,000	25,000	
TRANSFERS							
6719 - TRANSFER TO CAPITAL PROJECT FU							
6720 - OPERATING TRANSFERS	161,768	166,596	163,233	0	163,233	159,896	
TOTAL TRANSFERS OUT	161,768	166,596	163,233	0	163,233	159,896	
TOTAL EXPENDITURES	889,422	993,046	984,742	324,807	994,902	1,001,209	
CHANGE 2016 REVISED TO 2017 PROPOSED PERCENT CHANGE 2016 REVISED TO 2017 PROPOSED							6,307 0.63%

DOUG WOOG ARENA DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
EXPENDITURES					
PERSONNEL SERVICES					
6102	FULL-TIME EMPLOYEES-OVERTIME				
6104	TEMPORARY EMPLOYEES-REG		87,956	90,600	
6105	TEMPORARY EMPLOYEES-OVERTIME				
MATERIALS & SUPPLIES					
6201	OFFICE SUPPLIES	Copy paper, letter head, envelopes and misc supplies	500	250	
6210	OPERATING SUPPLIES	Restroom and cleaning products, auto gas, Zamboni blades and sharpening and misc. consumables	10,000	7,500	
6220	REPAIR & MAINTENANCE SUPPLIES	Paint, Glycol, HVAC and refrigeration parts, fastners, and Ice maintenance equipment-reduction due to newer fixtures in part of the arena due to remodel	30,000	22,000	
6240	MINOR EQUIPMENT AND FURNITURE	Misc. tools \$1000, Rental skates \$2,000	2,500	2,500	
6245	CLOTHING ALLOWANCE	Employee Uniforms not labor contract related	1,500	1,500	
6250	MERCHANDISE FOR RESALE	Concession Stand Consumables	30,000	25,000	
SERVICES AND OTHER CHARGES					
6302	PROFESSIONAL SERVICES	Audit (\$1,000); Legal (\$1,000); EMT Services (\$1,800)	23,500	3,800	
6331	CONFERENCES, TRAINING, TRAVEL	MIAMA spring and fall workshops and misc staff training	1,800	1,800	
6341	ADVERTISING	Parks and Rec brochure, Newspaper Ads for arena programs, flyers, websites, etc.	1,500	1,500	
6361	INSURANCE	LMCIT	11,855	11,855	
6365	INS CLAIMS WITHIN DEDUCTIBLE				
6371	REPAIRS & MAINT CONTRACTUAL	Contractual repairs and maintenance contracts for building including electrical and plumbing. Lobby restroom improvements.	20,000	20,000	
6373	INTERNAL LABOR CHARGE	Snow Plowing, Mowing and other Labor from Service Center	20,657	20,657	
6374	ADMINISTRATION SUPPORT FEE		50,395	49,651	
6375	OTHER CONTRACTED SERVICES	Condenser water treatment and refirgeration system maintenance		12,500	
6378	COPIER MAINTENANCE AGREEMENT	Service Agreement	300	300	
6379	CONT SERV/REFUSE & SANITATION	6 cubic yard container plus recycling	2,200	2,200	

DOUG WOOG ARENA DETAIL OF EXPENDITURES					
CODE NO.	ITEMS	ITEM DESCRIPTION AND EXPLANATION OF REQUEST	2016 Revised Budget	2017 Requested Budget	2017 Final Budget
6380	CENTRAL GARAGE MAINT. CHARGE	15% increase; Maintenance charge for ice resurfacers	265	305	
6385	UTILITY SERVICE	Electric and Natural Gas (Estimate - first year with dehumidification system)	180,000	170,000	
6388	TECHNOLOGY EQUIP CHARGE	Amortization of technology equipment	0	381	
6390	POSTAGE AND TELEPHONE	Cell phone reimbursement for Arena Manager, Assistant Manager, Director (\$1,840 annual); Postage \$150	1,990	1,990	
6396	HVAC CONTRACTUAL MAINT	Repair and preventative maintenance contract on HVAC and dehumidification equipment in the Arena. (Estimate - new contract being negotiated for additional new mechanical system components)	25,000	30,000	
MISCELLANEOUS					
6412	CREDIT CARD/ACH/BANK FEE	Credit card machines & fees	800	800	
6430	MISCELLANEOUS				
6451	REFUNDS & REIMBURSEMENT		0		
6465	INTEREST/FINANCE CHARGE				
6471	DUES & SUBSCRIPTIONS	Minnesota Ice Arena Manager Association \$150, Ice Skating Insitute \$450, ISI endorsements for competitions \$300	900	900	
6485	EMERGENCIES & CONTINGENCIES		0		
CAPITAL OUTLAY					
6382	CENTRAL GARAGE EQUIP. CHARGE	5% increase; Ice resurfacer replacement schedule contribution	21,700	22,785	
6510	LAND				
6520	BUILDINGS AND STRUCTURE	Lobby bathroom refurbishment		15,000	
6530	IMPR OTHER THAN BUILDING		0		
6550	MOTOR VEHICLES				
6560	BUILDING FIXTURES AND IMPRS		0		
6570	OFFICE EQUIP & FURNISHINGS				
6580	OTHER EQUIPMENT		0		
DEBT SERVICE					
6612	INTEREST EXPENSE	Internal loan	30,000	25,000	
TRANSFERS					
6719	TRANSFER TO CAPITAL PROJECT FU				
6720	OPERATING TRANSFERS	Repayment of Bonds (ends 2018)	163,233	159,896	

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-113
Project Name Replace Park Patrol Pickup

Finance Priority

Total Project Cost: \$0

Description
 Replacement of 1997 Ford F-150 4x4 Park Patrol Pickup
 Vehicle #326 - this vehicle is eliminated from the fleet at the end of 2016.
 Police CSO's taking over Park Patrol in 2017.

Justification
 Truck used by Park Patrol. The end of its programmed service life was in 2007

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	0					0
Total	0					0

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	0					0
Total	0					0

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-115
Project Name Public Works Bucket Truck Replacement

Finance Priority

Description **Total Project Cost:** \$140,000
 Replacement of 2000 Ford F-550 Bucket Truck Vehicle #324
 Amount increased by \$33,000 5/18/15 increased another \$15,000 6/3/16

Justification
 Truck used for tree trimming and street light repair.
 End of programmed service life of this vehicle was in 2010

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	140,000					140,000
Total	140,000					140,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	140,000					140,000
Total	140,000					140,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-116
Project Name Public Works Dump Truck Replacement

Finance Priority

Description **Total Project Cost:** \$210,000
 Replacement of 2000 Sterling Dump Truck Vehicle #335
 Price increased by \$10,000 5/6/15

Justification
 Truck used for plowing streets, patching asphalt, etc.
 Programmed life ended in 2012

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	210,000					210,000
Total	210,000					210,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	210,000					210,000
Total	210,000					210,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-119
Project Name Public Works Liftgate Pickup Replacement

Finance Priority

Description **Total Project Cost:** \$38,000
 Replacement of 2001 Ford F-250 Liftgate Pickup Vehicle #328, replace with a 4 door pickup and liftgate price increased \$3,000

Justification
 Vehicle is used mainly in Parks for hauling trash, and heavy/large objects.
 Programmed service life ended in 2011

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	38,000					38,000
Total	38,000					38,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	38,000					38,000
Total	38,000					38,000

Budget Impact/Other

Capital Improvement Plan

2017 *thru* 2021

City of South St. Paul, Minnesota

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-120
Project Name Public Works Dump Truck Replacement

Finance Priority

Total Project Cost: \$210,000

Description

Replacement of 2001 Sterling Dump Truck - Vehicle #337

Justification

Used for plowing snow, hauling snow, leaves, water main breaks.
 Programmed service life ended in 2013

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		210,000				210,000
Total		210,000				210,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		210,000				210,000
Total		210,000				210,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 3
Category Police & Fire Equipment
Priority n/a

Project # CG - 14-101
Project Name Police Vehicles

Finance Priority

Description **Total Project Cost:** \$1,150,175
 The annual replacement of police vehicles which are on a rotating schedule.
 For 2016, replacing 2 unmarked vehicles which resulted in lower than normal cost

Justification
 The replacement of police vehicles is programmed every year in order to minimize repair and maintenance costs of the vehicles. The useful life of a police vehicle has typically been 3 years due to high usage and miles.
 2016 vehicles reduced from 3 to 2 as a result of insurance replacement of a vehicle in 2015

Prior	Expenditures	2017	2018	2019	2020	2021	Total	Future
380,175	Equip/Vehicles/Furnishings	110,000	110,000	110,000	110,000	110,000	550,000	220,000
Total	Total	110,000	110,000	110,000	110,000	110,000	550,000	Total

Prior	Funding Sources	2017	2018	2019	2020	2021	Total	Future
380,175	Central Garage Fund	110,000	110,000	110,000	110,000	110,000	550,000	220,000
Total	Total	110,000	110,000	110,000	110,000	110,000	550,000	Total

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-01
Project Name Public Works Plow Truck Replacements

Finance Priority

Description **Total Project Cost:** \$240,000
 Replacement of Public Works Plow Trucks
 Vehicle #330 in 2019

Justification
 Programmed life ends in 2017

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			240,000			240,000
Total			240,000			240,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund			240,000			240,000
Total			240,000			240,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-02
Project Name Public Works Plow Truck 334 Replacement

Finance Priority

Description **Total Project Cost:** \$250,000
 Replacement of Public Works Plow Trucks
 Vehicle #334 in 2020

Justification
 Programmed life ends in 2019

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				250,000		250,000
Total				250,000		250,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund				240,000		240,000
Total				240,000		240,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-03
Project Name Plow Truck 336 Replacement

Finance Priority

Description **Total Project Cost:** \$260,000
 Replacement of Public Works Plow Trucks
 Vehicle #336 in 2021

Justification
 Programmed life ends in 2019

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					260,000	260,000
Total					260,000	260,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund					260,000	260,000
Total					260,000	260,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-07
Project Name Replace Sewer Jetter/Vac

Finance Priority

Description **Total Project Cost:** \$280,000
 Replace Sterline Jetter Vac
 Vehicle #315

Justification
 At the end of its useful life

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				280,000		280,000
Total				280,000		280,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund				280,000		280,000
Total				280,000		280,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 20
Category Machinery & Tools
Priority n/a

Project # CG - 17-10
Project Name Case Loader 304 Replacement

Finance Priority

Description **Total Project Cost:** \$240,000
 Replacement of 1997 Case Loader Vehicle #304

Justification
 Loading trucks, plowing snow, moving compost.
 Programmed life ended in 2012

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	240,000					240,000
Total	240,000					240,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	240,000					240,000
Total	240,000					240,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-11
Project Name Replace Vehicle 206 Utilities F150 Truck

Finance Priority

Description **Total Project Cost:** \$28,000
 Replacement of Vehicle 206 - F150 4X4

Justification
 At the end of its useful life in 2007

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	28,000					28,000
Total	28,000					28,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	28,000					28,000
Total	28,000					28,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-14
Project Name Replace Vehicle 325 F250 Utility

Finance Priority

Total Project Cost: \$36,000

Description
 Replacement of Vehicle 322 - 250 Transit Van

Justification
 At the end of its useful life in 2012

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		36,000				36,000
Total		36,000				36,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-15
Project Name Replace Vehicle 329 F350

Finance Priority

Description **Total Project Cost:** \$36,000
 Replacement of Vehicle 329 - F350 4X4

Justification
 At the end of its useful life in 2013

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		36,000				36,000
Total		36,000				36,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-16
Project Name Replace Vehicle 323 F450

Finance Priority

Description **Total Project Cost:** \$45,000
 Replacement of Vehicle 323 - F450 4x4

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					45,000	45,000
Total					45,000	45,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund					45,000	45,000
Total					45,000	45,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-17
Project Name Replace Streets Vehicle 320 F250

Finance Priority

Description	Total Project Cost: \$36,000
Replacement of Vehicle 320 F250 4x4 Lift gate	

Justification
At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		36,000				36,000
Total		36,000				36,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-18
Project Name Replace Streets Vehicle 321

Finance Priority

Total Project Cost: \$38,000

Description

Replacement of Vehicle 321 F450 4x4

Justification

At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			38,000			38,000
Total			38,000			38,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund			38,000			38,000
Total			38,000			38,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-19
Project Name Replace Vehicle 319 F250

Finance Priority

Description **Total Project Cost:** \$30,000
 Replacement of Vehicle 319 F250 4x4 Mechanic Truck

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		30,000				30,000
Total		30,000				30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-20
Project Name Replace Engineering Vehicle 205

Finance Priority

Total Project Cost: \$30,000

Description

Replacement of Vehicle 205 Engineering Ford Ranger

Justification

At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				30,000		30,000
Total				30,000		30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund				30,000		30,000
Total				30,000		30,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG -17-21
Project Name Replace Vehicle 201 Dakota

Finance Priority

Description **Total Project Cost:** \$23,000
 Replacement of Vehicle 201 Building Inspections Truck

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			23,000			23,000
Total			<u>23,000</u>			<u>23,000</u>

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund			23,000			23,000
Total			<u>23,000</u>			<u>23,000</u>

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Buildings
Contact Pat Dunn
Type Maintenance
Useful Life 20
Category Construction/Buildings
Priority n/a

Project # Bld - 12-39
Project Name Re-roof Library (flat area)

Finance Priority

Description **Total Project Cost:** \$94,000
 Remove and replace flat roofareas at City Library Building
 Moved to 2019 instead of 2016

Justification
 The 2010 roof evaluation report provides the justification for this roof replacement

Expenditures	2017	2018	2019	2020	2021	Total
Planning/Design			9,000			9,000
Construction/Maintenance			85,000			85,000
Total			94,000			94,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds			94,000			94,000
Total			94,000			94,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Buildings
Contact Pat Dunn
Type Improvement
Useful Life 50
Category Construction/Buildings
Priority n/a

Project # Bld - 12-98
Project Name City Hall 2nd Elevator

Finance Priority

Description **Total Project Cost:** \$100,000
 Install 2nd Elevator in City Hall. The Police area has a designated elevator shaft which was built as part of the City Hall remodel project in 2006. Moved to 2019 from 2015

Justification
 A 2nd elevator would assist police and other functions in providing proper access to all City Hall levels. Because of the design of City Hall, the Police Department cannot utilize the main elevator to move evidence/property from the main level Evidence Processing Room to the Property Room located in lower level as the location of the License Center blocks access. Evidence/Property must be moved either by carrying it around City Hall or carrying it down the stairs in the Police Department.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			100,000			100,000
Total			100,000			100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds			100,000			100,000
Total			100,000			100,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Buildings
Contact Pat Dunn
Type Equipment
Useful Life 30
Category Outdoor Equipment
Priority n/a

Project # Bld - 13-240
Project Name Generator for Municipal Service Center

Finance Priority

Description **Total Project Cost:** \$90,000
 Install Back-up Power Generator for the Service Center.
 Moved from 2016 to 2018 and price increased from \$45,000 after bids were taken in 2014.

Justification
 Provide power to operate building during storms/power outages.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		90,000				90,000
Total		90,000				90,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		90,000				90,000
Total		90,000				90,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Buildings
Contact Pat Dunn
Type Maintenance
Useful Life 20
Category Construction/Buildings
Priority n/a

Project # Bld - 14-115
Project Name City Hall Carpeting

Finance Priority

Description **Total Project Cost:** \$30,000
 Replace carpeting in several areas of City Hall Engineering area done as part of remodeling project in 2016

Justification
 The carpeting will be 12 years old in 2018 and will be outdated and worn. Periodic replacement is needed

Prior	Expenditures	2017	2018	2019	2020	2021	Total
15,000	Equip/Vehicles/Furnishings		15,000				15,000
Total	Total		15,000				15,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
15,000	Capital Program Funds		15,000				15,000
Total	Total		15,000				15,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Buildings
Contact Pat Dunn
Type Maintenance
Useful Life 30
Category Construction/Buildings
Priority n/a

Project # Bld - 14-40
Project Name Library Boiler Replacement

Finance Priority

Description **Total Project Cost:** \$22,500
 Install a new high-efficiency boiler to heat the original portion of the library. Quote is based on a 80.1% efficient boiler with Honeywell controller, low water cut-off, hi-limit, and door emergency switch. Includes removal and disposal of old boiler and piping as well as electrical wiring. Moved from 2016 to 2018

Justification
 Current boiler was installed in 1927 when the library was built. It has been rebuilt and repeatedly fixed over time, but is not fuel efficient and insufficiently heats the children's area and basement in winter

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		22,500				22,500
Total		22,500				22,500

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		22,500				22,500
Total		22,500				22,500

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Buildings
Contact Pat Dunn
Type Improvement
Useful Life 15
Category Construction/Buildings
Priority 1 Critical

Project # Bld - 17-2
Project Name Council Chamber Security Improvements

Finance Priority

Description **Total Project Cost:** \$50,000
 Implement certain security improvements to the council chambers to protect the Council members

Justification

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	50,000					50,000
Total	50,000					50,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds	50,000					50,000
Total	50,000					50,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-113
Project Name Replace Park Patrol Pickup

Finance Priority

Description **Total Project Cost:** \$0
 Replacement of 1997 Ford F-150 4x4 Park Patrol Pickup
 Vehicle #326 - this vehicle is eliminated from the fleet at the end of 2016.
 Police CSO's taking over Park Patrol in 2017.

Justification
 Truck used by Park Patrol. The end of its programmed service life was in 2007

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	0					0
Total	0					0

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	0					0
Total	0					0

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-115
Project Name Public Works Bucket Truck Replacement

Finance Priority

Description **Total Project Cost:** \$140,000
 Replacement of 2000 Ford F-550 Bucket Truck Vehicle #324
 Amount increased by \$33,000 5/18/15 increased another \$15,000 6/3/16

Justification
 Truck used for tree trimming and street light repair.
 End of programmed service life of this vehicle was in 2010

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	140,000					140,000
Total	140,000					140,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	140,000					140,000
Total	140,000					140,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-116
Project Name Public Works Dump Truck Replacement

Finance Priority

Description **Total Project Cost:** \$210,000
 Replacement of 2000 Sterling Dump Truck Vehicle #335
 Price increased by \$10,000 5/6/15

Justification
 Truck used for plowing streets, patching asphalt, etc.
 Programmed life ended in 2012

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	210,000					210,000
Total	210,000					210,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	210,000					210,000
Total	210,000					210,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-119
Project Name Public Works Liftgate Pickup Replacement

Finance Priority

Description **Total Project Cost:** \$38,000
 Replacement of 2001 Ford F-250 Liftgate Pickup Vehicle #328, replace with a 4 door pickup and liftgate price increased \$3,000

Justification
 Vehicle is used mainly in Parks for hauling trash, and heavy/large objects.
 Programmed service life ended in 2011

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	38,000					38,000
Total	38,000					38,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	38,000					38,000
Total	38,000					38,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 13-120
Project Name Public Works Dump Truck Replacement

Finance Priority

Description **Total Project Cost:** \$210,000
 Replacement of 2001 Sterling Dump Truck - Vehicle #337

Justification
 Used for plowing snow, hauling snow, leaves, water main breaks.
 Programmed service life ended in 2013

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		210,000				210,000
Total		210,000				210,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		210,000				210,000
Total		210,000				210,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 3
Category Police & Fire Equipment
Priority n/a

Project # CG - 14-101
Project Name Police Vehicles

Finance Priority

Description **Total Project Cost:** \$1,150,175
 The annual replacement of police vehicles which are on a rotating schedule.
 For 2016, replacing 2 unmarked vehicles which resulted in lower than normal cost

Justification
 The replacement of police vehicles is programmed every year in order to minimize repair and maintenance costs of the vehicles. The useful life of a police vehicle has typically been 3 years due to high usage and miles.
 2016 vehicles reduced from 3 to 2 as a result of insurance replacement of a vehicle in 2015

Prior	Expenditures	2017	2018	2019	2020	2021	Total	Future
380,175	Equip/Vehicles/Furnishings	110,000	110,000	110,000	110,000	110,000	550,000	220,000
Total	Total	110,000	110,000	110,000	110,000	110,000	550,000	Total

Prior	Funding Sources	2017	2018	2019	2020	2021	Total	Future
380,175	Central Garage Fund	110,000	110,000	110,000	110,000	110,000	550,000	220,000
Total	Total	110,000	110,000	110,000	110,000	110,000	550,000	Total

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-01
Project Name Public Works Plow Truck Replacements

Finance Priority

Description **Total Project Cost:** \$240,000
 Replacement of Public Works Plow Trucks
 Vehicle #330 in 2019

Justification
 Programmed life ends in 2017

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			240,000			240,000
Total			240,000			240,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund			240,000			240,000
Total			240,000			240,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-02
Project Name Public Works Plow Truck 334 Replacement

Finance Priority

Description **Total Project Cost:** \$250,000
 Replacement of Public Works Plow Trucks
 Vehicle #334 in 2020

Justification
 Programmed life ends in 2019

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				250,000		250,000
Total				250,000		250,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund				240,000		240,000
Total				240,000		240,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-03
Project Name Plow Truck 336 Replacement

Finance Priority

Description **Total Project Cost:** \$260,000
 Replacement of Public Works Plow Trucks
 Vehicle #336 in 2021

Justification
 Programmed life ends in 2019

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					260,000	260,000
Total					260,000	260,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund					260,000	260,000
Total					260,000	260,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 15
Category Licensed Vehicles
Priority n/a

Project # CG - 17-07
Project Name Replace Sewer Jetter/Vac

Finance Priority

Description **Total Project Cost:** \$280,000
 Replace Sterline Jetter Vac
 Vehicle #315

Justification
 At the end of its useful life

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				280,000		280,000
Total				280,000		280,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund				280,000		280,000
Total				280,000		280,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 20
Category Machinery & Tools
Priority n/a

Project # CG - 17-10
Project Name Case Loader 304 Replacement

Finance Priority

Description **Total Project Cost:** \$240,000
 Replacement of 1997 Case Loader Vehicle #304

Justification
 Loading trucks, plowing snow, moving compost.
 Programmed life ended in 2012

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	240,000					240,000
Total	240,000					240,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	240,000					240,000
Total	240,000					240,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-11
Project Name Replace Vehicle 206 Utilities F150 Truck

Finance Priority

Description **Total Project Cost:** \$28,000
 Replacement of Vehicle 206 - F150 4X4

Justification
 At the end of its useful life in 2007

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings	28,000					28,000
Total	28,000					28,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund	28,000					28,000
Total	28,000					28,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-14
Project Name Replace Vehicle 325 F250 Utility

Finance Priority

Description **Total Project Cost:** \$36,000
 Replacement of Vehicle 322 - 250 Transit Van

Justification
 At the end of its useful life in 2012

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		36,000				36,000
Total		36,000				36,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-15
Project Name Replace Vehicle 329 F350

Finance Priority

Description **Total Project Cost:** \$36,000
 Replacement of Vehicle 329 - F350 4X4

Justification
 At the end of its useful life in 2013

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		36,000				36,000
Total		36,000				36,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project #	CG - 17-16
Project Name	Replace Vehicle 323 F450

Finance Priority

Description	Total Project Cost: \$45,000
Replacement of Vehicle 323 - F450 4x4	

Justification
At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					45,000	45,000
Total					45,000	45,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund					45,000	45,000
Total					45,000	45,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-17
Project Name Replace Streets Vehicle 320 F250

Finance Priority

Description **Total Project Cost:** \$36,000
 Replacement of Vehicle 320 F250 4x4 Lift gate

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		36,000				36,000
Total		36,000				36,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-18
Project Name Replace Streets Vehicle 321

Finance Priority

Description **Total Project Cost:** \$38,000
 Replacement of Vehicle 321 F450 4x4

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			38,000			38,000
Total			38,000			38,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund			38,000			38,000
Total			38,000			38,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-19
Project Name Replace Vehicle 319 F250

Finance Priority

Description **Total Project Cost:** \$30,000
 Replacement of Vehicle 319 F250 4x4 Mechanic Truck

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		30,000				30,000
Total		30,000				30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG - 17-20
Project Name Replace Engineering Vehicle 205

Finance Priority

Description **Total Project Cost:** \$30,000
 Replacement of Vehicle 205 Engineering Ford Ranger

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings				30,000		30,000
Total				30,000		30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund				30,000		30,000
Total				30,000		30,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Central Garage
Contact Pat Dunn
Type Equipment
Useful Life 10
Category Machinery & Tools
Priority n/a

Project # CG -17-21
Project Name Replace Vehicle 201 Dakota

Finance Priority

Description **Total Project Cost:** \$23,000
 Replacement of Vehicle 201 Building Inspections Truck

Justification
 At the end of its useful life.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			23,000			23,000
Total			23,000			23,000

Funding Sources	2017	2018	2019	2020	2021	Total
Central Garage Fund			23,000			23,000
Total			23,000			23,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Doug Woog Arena
Contact Pat Dunn
Type Maintenance
Useful Life 25
Category Construction/Buildings
Priority n/a

Project # WAK - 13-106
Project Name Wakota Lobby Area Re-roof

Finance Priority

Description **Total Project Cost:** \$80,000
 Replace roof over lobby area at Wakota
 Moved from 2016 to 2020

Justification
 Roof has reached the end of its useful life

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				80,000		80,000
Total				80,000		80,000

Funding Sources	2017	2018	2019	2020	2021	Total
Tax Levy - Arena				80,000		80,000
Total				80,000		80,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Doug Woog Arena
Contact Pat Dunn
Type Maintenance
Useful Life 20
Category Construction/Buildings
Priority n/a

Project # WAK - 14-161
Project Name Rink #2 Roof Replacement

Finance Priority

Description **Total Project Cost:** \$150,000
 To be determined by the 2010 Roof assessment review

Justification
 Current Roof is 14 years old

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				150,000		150,000
Total				150,000		150,000

Funding Sources	2017	2018	2019	2020	2021	Total
Tax Levy - Arena				150,000		150,000
Total				150,000		150,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Pat Dunn
Type Equipment
Useful Life 30
Category Outdoor Equipment
Priority n/a

Project # PR - 08-100
Project Name McGuire Field Bleacher Replacement

Finance Priority

Description **Total Project Cost:** \$35,000
 Replacement of existing bleachers behind the backstop at McGuire Field.

Justification
 The current bleachers at McGuire Field are over 20 years old. Updated structures are periodically needed due to safety and durability.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			35,000			35,000
Total			35,000			35,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds			35,000			35,000
Total			35,000			35,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Pat Dunn
Type Maintenance
Useful Life 20
Category Grounds & Maintenance
Priority n/a

Project # PR - 13-112
Project Name Backstop at Harmon Park

Finance Priority

Description **Total Project Cost:** \$10,000
 Replace backstop fencing at Harmon Park
 Moved from 2017 to 2018

Justification
 Backstop fencing at every ball field gets worn over time. Fencing material gets bent and curled, posing safety concerns for players, officials and spectators.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		10,000				10,000
Total		10,000				10,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		10,000				10,000
Total		10,000				10,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Pat Dunn
Type Maintenance
Useful Life 30
Category Construction/Buildings
Priority n/a

Project # PR - 13-164
Project Name Concession Stand @ McMorrow

Finance Priority

Description **Total Project Cost:** \$15,000
 Replace/upgrade counters and sink in concession stand
 Moved to 2017 from 2016 and increased cost by \$3,000

Justification
 Provide stainless steel surfaces and sinks to comply with Minnesota Department of Health food regulations.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	15,000					15,000
Total	15,000					15,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Pat Dunn
Type Improvement
Useful Life
Category Grounds & Maintenance
Priority n/a

Project # PR - 16-1
Project Name Jefferson Hockey Rink Upgrades

Finance Priority

Description **Total Project Cost:** \$60,000
 The current hockey rink boards are in need of replacement as well as some asphalt repairs. Replace standard wood hockey boards and post with plastic / composite boards and new posts. Add and repair asphalt surface as needed. Moved from 2016 to 2018

Justification
 Existing hockey rink boards, posts and some of the asphalt are nearing the end of there useful life and are in need of replacing.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		60,000				60,000
Total		60,000				60,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		60,000				60,000
Total		60,000				60,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Pat Dunn
Type Maintenance
Useful Life
Category Grounds & Maintenance
Priority 1 Critical

Project # PR - 17-2
Project Name Ball Field Rehabs

Finance Priority

Description **Total Project Cost:** \$60,000
 Rehab ball fields, add additional Ag lime, grade and correct drainage.

Justification
 Many ball fields through out the city are in need of corrective maintenance such as poorly draining fields, the addition of Ag lime and grading work to insure the safety and usability for residents.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance	20,000	20,000	20,000			60,000
Total	20,000	20,000	20,000			60,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds	20,000	20,000	20,000			60,000
Total	20,000	20,000	20,000			60,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Public Works
Contact Pat Dunn
Type Maintenance
Useful Life 30
Category Grounds & Maintenance
Priority n/a

Project # PW - 13-157
Project Name Fence/Concrete/Asphalt Repairs

Finance Priority

Description **Total Project Cost:** \$150,000
 Repair these items across the city facilities as needed.
 Moved to operating budget - doesn't meet the CIP requirements

Justification
 Maintain safe and aesthetically pleasing facilities for the public.

Prior	Expenditures	2017	2018	2019	2020	2021	Total
120,000	Construction/Maintenance	30,000	0				30,000
Total	Total	30,000	0				30,000

Prior	Funding Sources	2017	2018	2019	2020	2021	Total
120,000	Capital Program Funds	30,000	0				30,000
Total	Total	30,000	0				30,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Doug Woog Arena

Contact Chris Esser

Type Equipment

Useful Life 15

Category Unassigned

Priority n/a

Project #	WAK - 14-105
Project Name	Replace Rooftop HVAC Units

Finance Priority

Description	Total Project Cost: \$65,000
<p>Replace 1 make-up air unit for rink 2 locker rooms and 3 rooftop HVAC units for upper lobby and offices. Amount increased from \$47,000 and changed years</p>	

Justification
<p>The rooftop units included vary in age from 14 to 20 years old and are increasingly difficult to find parts to maintain. The units are experiencing a high rate of mechanical failures and are nearing the end of their useful life. 2017-Rink 2 make-up air unit-\$20,000 2020-3 remaining roof top HVAC units.</p>

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			20,000	45,000		65,000
Total			20,000	45,000		65,000

Funding Sources	2017	2018	2019	2020	2021	Total
Tax Levy - Arena			20,000	45,000		65,000
Total			20,000	45,000		65,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Doug Woog Arena
Contact Chris Esser
Type Equipment
Useful Life 25
Category Construction/Buildings
Priority n/a

Project # WAK - 13-167
Project Name Replace Rooftop HVAC units on School Section

Finance Priority

Description **Total Project Cost:** \$80,000
 Replace the rooftop 4 HVAC units that service the CLC.

Justification
 The rooftop HVAC units are 20 years old and it is getting difficult to find parts. They are at the end of their useful life. The replacement will be staggered so not all of the units will come due at the same time again. 2018-replace 2 units-\$40,000 2019 replace the remaining 2 units-\$40,000

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		40,000	40,000			80,000
Total		40,000	40,000			80,000

Funding Sources	2017	2018	2019	2020	2021	Total
Debt - Tax Levy			40,000			40,000
Tax Levy - Arena		40,000				40,000
Total		40,000	40,000			80,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Doug Woog Arena
Contact Chris Esser
Type Improvement
Useful Life 20
Category Construction/Buildings
Priority n/a

Project # WAK - 13-101
Project Name Low Emissivity Ceiling for Rink 2

Finance Priority

Description **Total Project Cost:** \$78,000
 Rink 2 will get a heat reflecting Low Emissivity Ceiling.

Justification
 Low Emissivity Ceilings reduce energy costs by reflecting radian heat out of the arena. Installation of the Ceiling will also reduce condensation in the arena. - moved to 2018

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		78,000				78,000
Total		78,000				78,000

Funding Sources	2017	2018	2019	2020	2021	Total
Tax Levy - Arena		78,000				78,000
Total		78,000				78,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Doug Woog Arena
Contact Chris Esser
Type Equipment
Useful Life 30
Category Furniture & Accessories
Priority n/a

Project # WAK - 12-117
Project Name Rink #1 Bleacher Stairs

Finance Priority

Description **Total Project Cost:** \$100,000
 Replace the current wooden stairs with concrete stairs for Rink # 1 Bleachers
 Amount reduced from \$275,000 and moved from 2019 to 2021

Justification
 Current Bleachers are in poor condition and are not compliant with code. The stairs require a large amount of maintenance to keep safe and can fail without warning. New concrete stairs would provide the opportunity to attain compliance with code by adding hand rails and the proper width. Thw concrete stairs would also greatly reduce the maintenance required.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings					100,000	100,000
Total					100,000	100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Tax Levy - Arena					100,000	100,000
Total					100,000	100,000

Budget Impact/Other

Capital Improvement Plan

2017 *thru* 2021

City of South St. Paul, Minnesota

Department Park & Recreation

Contact Chris Esser

Type Improvement

Useful Life 20

Category Land Improvements

Priority n/a

Project #	PR - 08-90
Project Name	DNR Boat Landing Improvement/Landscaping

Finance Priority

Description	Total Project Cost: \$25,000
Improvement of the areas around the boat landing with plantings that require less maintenance and improved aesthetics. Moved from 2018 to 2020 and reduced cost by \$25,000	

Justification
The current landscaping at the very popular DNR Boat Launch is overgrown and unattractive. New landscaping would provide a more attractive setting to complement the new construction of the Wakota Bridge

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				25,000		25,000
Total				25,000		25,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds				25,000		25,000
Total				25,000		25,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Land Improvements
Priority n/a

Project # PR - 12-105
Project Name Trail: Wilson Heights to Kaposia Park

Finance Priority

Description **Total Project Cost:** \$80,000
 Construction of an off-street, paved bituminous trail to link the Wilson Heights housing development to Kaposia Park.
 Moved from 2016 to 2019

Justification
 With the construction of the Wilson Heights housing development north of Butler Ave., open space was lost. With the increase of population due to housing construction, the new neighborhood would like a safe connection to Kaposia Park.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			80,000			80,000
Total			80,000			80,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Dedication			80,000			80,000
Total			80,000			80,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Land Improvements
Priority n/a

Project # PR - 12-106
Project Name Lorraine Park Rink Paving

Finance Priority

Description **Total Project Cost:** \$30,000
 Pave the surface of the inside boarded hockey rink at Lorraine Park for year-round use and better establishment of outdoor ice in the winter moved from 2016 to 2018

Justification
 Lorraine Park's boarded hockey rink is the only rink in the park system that is not paved for year-round use. Pavement has also proven to establish the ice earlier and maintain it longer into the skating season.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		30,000				30,000
Total		30,000				30,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 20
Category Outdoor Equipment
Priority n/a

Project # PR - 12-107
Project Name Volleyball Court Upgrades

Finance Priority

Description **Total Project Cost:** \$15,000
 Renovate existing volleyball courts (2) at Kaposia Park and Lorraine Park with new poles, boundary markers and non-angular sand. Moved from 2016 to 2018

Justification
 The volleyball courts are well used. When constructed, they were designed and installed with inexpensive poles (wood) and low-grade sand. Updates are needed to make the sites sturdier and more comfortable for park users.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		15,000				15,000
Total		15,000				15,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		15,000				15,000
Total		15,000				15,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 40
Category Grounds & Maintenance
Priority n/a

Project # PR - 12-45
Project Name Kaposia Landing Park Structure

Finance Priority

Description **Total Project Cost:** \$810,000
 Construction of an outdoor performing arts area/picnic shelter including a spectator area and on-site secured storage area.
 Moved from 2015 to 2017 to 2019

Justification
 The 2005 Master Plan identified a large structure to be installed centrally at Kaposia Landing to serve as an outdoor performing arts area, including storage. The structure would also be used as a rental area for picnics and social events. Originally included in 2014 Park Referendum. Funding has shifted to Capital Programs Fund due to lack of Referendum funding remaining.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			810,000			810,000
Total			810,000			810,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds			810,000			810,000
Total			810,000			810,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Grounds & Maintenance
Priority n/a

Project # PR - 12-46
Project Name Kaposia Landing Play Structure

Finance Priority

Description **Total Project Cost:** \$150,000
 Installation of an outdoor play structure to service Kaposia Landing. Installation would include structure, play container, border, and cushioning material. Design would be focused to serve ages 6 - 12.
 Moved from 2014-15 to 2017 to 2018 and price decreased by \$41,000

Justification
 The 2005 Master Plan identified two play structures at Kaposia Landing. The first play structure, proposed here, would service the central and south end of Kaposia Landing. Originally included in 2014 Park Referendum Funding has been shifted to Capital Programs Fund due to lack of referendum funding remaining.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		150,000				150,000
Total		150,000				150,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		150,000				150,000
Total		150,000				150,000

Budget Impact/Other
 Funded by Park Dedication Fund

Capital Improvement Plan

2017 *thru* 2021

City of South St. Paul, Minnesota

Department Park & Recreation

Contact Chris Esser

Type Improvement

Useful Life 20

Category Land Improvements

Priority n/a

Project # PR - 12-47

Project Name Seidl's Lake Loop Trail

Finance Priority

Total Project Cost: \$100,000

Description

Partner with The City of Inver Grove Heights to finish the trail loop around Seidl's Lake. The trail would be an 8 foot wide bituminous paved loop continuing around the entire perimeter of the lake.

Moved from 2015 to 2019

Justification

A paved trail section currently exists on the east side of Seidl's lake within the South St. Paul city limits. Continuing the trail around the lake to include the Inver Grove Heights and west side of the lake will provide a continuous and accessible loop for trail users.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance			100,000			100,000
Total			100,000			100,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Dedication			100,000			100,000
Total			100,000			100,000

Budget Impact/Other

Staff seeking matching grant funding. City match would be funded through the Park Dedication Fund.

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Land Improvements
Priority n/a

Project # PR - 12-48
Project Name Mini-Golf at Lorraine Park

Finance Priority

Description **Total Project Cost:** \$19,000
 Design and construction of an 18 - hole mini-golf course on the former site of the McLain box-shape pool. Mini-golf course would be permanently installed with landscaping and lights.
 Moved from 2017 to 2020

Justification
 The Parks and Recreation Advisory Commission has been searching for uses for the former McLain Pool area adjacent to the Splash Pool. In collaboration with the SSP Jaycees, the design and construction is in the initial phases. The admission and concession functions for this operation are already being provided by the Splash Pool Staff and operations.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				19,000		19,000
Total				19,000		19,000

Funding Sources	2017	2018	2019	2020	2021	Total
Donations/Contributions				19,000		19,000
Total				19,000		19,000

Budget Impact/Other
 Possibly funded by a gift from the SSP Jaycees. No donations received yet, so moved to 2020

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Grounds & Maintenance
Priority n/a

Project # PR - 13-111
Project Name Blooming Parks Planters

Finance Priority

Description **Total Project Cost:** \$20,000
 Install raised, decorative Blooming Parks planters
 Moved from 2017 to 2018

Justification
 The Blooming Parks program relies on volunteers to plant and maintain flower beds in parks, usually at the bases of the park entry signs. Most of the existing flower beds are located flush with the ground. The installation of planters would be more aesthetically pleasing and allow protection for the plantings.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings		20,000				20,000
Total		20,000				20,000

Funding Sources	2017	2018	2019	2020	2021	Total
Capital Program Funds		20,000				20,000
Total		20,000				20,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Outdoor Equipment
Priority n/a

Project # PR - 13-119
Project Name Spruce Skate Park Structures

Finance Priority

Description **Total Project Cost:** \$60,000
 Installation of Skate Park structures along with a corresponding skating surface.

Justification
 The 2005 Master Plan specified the need for a skate park within the park system. Spruce Park was the location chosen due to high visibility and current uses.

Expenditures	2017	2018	2019	2020	2021	Total
Equip/Vehicles/Furnishings			60,000			60,000
Total			60,000			60,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Dedication			60,000			60,000
Total			60,000			60,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 40
Category Construction/Buildings
Priority n/a

Project # PR - 13-21
Project Name Lorraine Park Picnic Shelter #2

Finance Priority

Description **Total Project Cost:** \$35,000
 Construction of an additional picnic shelter complete with pad and electricity
 Moved from 2017 to 2018

Justification
 The 2005 Master Plan identified opportunities for amenity additions according the current uses in parks. Lorraine Park was identified as having the most popular picnic shelter in the system. A second shelter will service park patrons at this popular location in addition to creating additional revenue based on rentals as recommended by the Parks and Recreation Advisory Commission.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance		35,000				35,000
Total		35,000				35,000

Funding Sources	2017	2018	2019	2020	2021	Total
Donations/Contributions		35,000				35,000
Total		35,000				35,000

Budget Impact/Other
 Recommendation is based on pending donation in memory of Myrtle Allen.

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 20
Category Land Improvements
Priority n/a

Project # PR - 14-116
Project Name Trail: Kaposia Center to Harmon to McMorrow

Finance Priority

Description **Total Project Cost:** \$80,000
 Paved, off-street trail connecting from Kaposia Education Center to Harmon Park and to McMorrow Field. Moved from 2018 to 2020

Justification
 The proximity of Kaposia Education Center to Harmon Park and McMorrow Field makes the popular locations for student activities and routes to and from school. An off-street dedicated route would provide easy access and safety.

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				80,000		80,000
Total				80,000		80,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Dedication				80,000		80,000
Total				80,000		80,000

Budget Impact/Other

Capital Improvement Plan
City of South St. Paul, Minnesota

2017 *thru* 2021

Department Park & Recreation
Contact Chris Esser
Type Improvement
Useful Life 30
Category Land Improvements
Priority n/a

Project # PR - 14-81
Project Name Kaposia Park Enhancements - Interior Trails

Finance Priority

Description **Total Project Cost:** \$150,000
 Paved trail network upgrades throughout the interior of Kaposia Park.

Justification
 Kaposia Park is served by a popular regional trail and disc golf course. All current interior trails are natural other than the regional trail. Paved, interior trails would provide accessibility and reduce erosion.
 Moved from 2017 to 2020

Expenditures	2017	2018	2019	2020	2021	Total
Construction/Maintenance				150,000		150,000
Total				150,000		150,000

Funding Sources	2017	2018	2019	2020	2021	Total
Park Dedication				150,000		150,000
Total				150,000		150,000

Budget Impact/Other