



2021 Final Budget

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**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2020-71

**RESOLUTION SETTING THE FINAL PROPERTY TAX LEVY
AND BUDGET FOR 2021**

WHEREAS, The City Council of the City of East Bethel is the governing body of the City of East Bethel; and

WHEREAS, the City Council has considered the operating needs and debt service needs for fiscal year 2021.

WHEREAS, MN Statutes require that a final levy amount be provided to the Anoka County Auditor on or before December 31, 2020.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the City of East Bethel, MN hereby proposes that a tax is to be levied on all taxable real and personal property within the City of East Bethel for the purpose and sums as follows:

General Levy: \$4,836,000

Debt Service Levies:

2008 Sewer Revenue Bonds	\$ 65,000
2013A Public Safety Bonds – Referendum Market Value Levy	\$ 128,500
2015A	\$ 580,000
2014A	\$ 331,000

Total Levies **\$5,940,500**

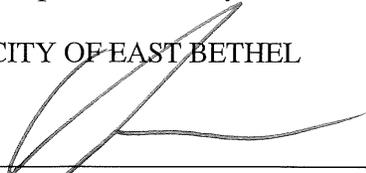
**The above levy includes the amount necessary to cover debt service requirements in 2020 and cancels any previous scheduled amounts.*

<u>2021 Expenditures Budgets:</u>	General Fund	\$6,000,200
	Special Revenue Funds	\$223,800
	Debt Service Funds	\$1,123,175
	Enterprise Funds	\$1,430,400

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

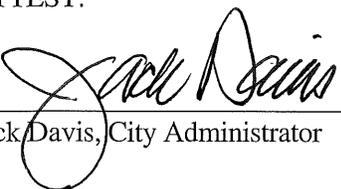
Adopted this 14th day of December, 2020 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL



Steven R. Voss, Mayor

ATTEST:



Jack Davis, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2020-72

**RESOLUTION APPROVING THE FINAL ECONOMIC DEVELOPMENT
AUTHORITY PROPERTY TAX LEVY AND BUDGET FOR 2021**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before December 31, 2020; and

WHEREAS, the City Council has considered the operating needs of the Economic Development Authority for fiscal year 2021.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the property tax levy and budgets for the Economic Development Authority for 2021 are as follows:

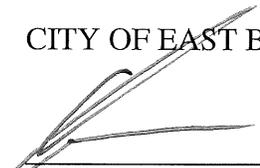
Economic Development Authority General Levy \$121,200

Economic Development Authority Expense Budget \$126,200

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

Adopted this 14th day of December 2020 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL



Steven R. Voss, Mayor

ATTEST:



Jack Davis, City Administrator

**CITY OF EAST BETHEL
EAST BETHEL, MINNESOTA**

RESOLUTION NO. 2020-73

**RESOLUTION APPROVING THE FINAL HOUSING AND REDEVELOPMENT
AUTHORITY PROPERTY TAX LEVY AND BUDGET FOR 2021**

WHEREAS, Minnesota Statutes Chapter 275.065 requires that the City Council adopt a preliminary property tax levy and budget on or before December 31, 2020; and

WHEREAS, the City Council has considered the operating needs of the Housing and Redevelopment Authority for fiscal year 2021.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: the property tax levy and budgets for the Housing and Development Authority for 2021 are as follows:

Housing and Redevelopment Authority General Levy	\$69,500
Housing and Redevelopment Authority Budget	\$30,500

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF EAST BETHEL, MINNESOTA THAT: a certified copy of this Resolution be provided to the Anoka County Auditor.

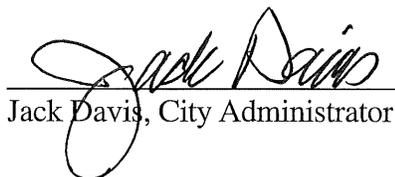
Adopted this 14th day of December 2020 by the City Council of the City of East Bethel.

CITY OF EAST BETHEL



Steven R. Voss, Mayor

ATTEST:



Jack Davis, City Administrator



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City of East Bethel
2021 General Fund Final Budget (Summary)

Account Description	2018 Actual	2019 Actual	2020 Budget	2021 Final Budget	% Change
Tax Levies - City					
General Fund Tax Levy	4,320,700.00	4,320,700.00	4,607,300.00	4,836,000.00	5%
2013 A	128,500.00	128,500.00	128,500.00	128,500.00	0%
2008 A	180,000.00	180,000.00	180,000.00	65,000.00	-64%
2015 A	533,000.00	533,000.00	563,000.00	580,000.00	3%
2014 A	331,000.00	331,000.00	331,000.00	331,000.00	0%
Total Levy - City	5,493,200.00	5,493,200.00	5,809,800.00	5,940,500.00	2.2%
Tax Levies - Special Levies					
City EDA	97,500.00	97,500.00	113,500.00	121,200.00	7%
City HRA	51,600.00	51,600.00	62,600.00	69,500.00	11%
Total Levy - Special Levies	149,100.00	149,100.00	176,100.00	190,700.00	8%

CITY COUNCIL

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Steve Voss	Mayor	01/01/21
Tim Harrington	Council Member	01/01/23
Randy Plaisance	Council Member	01/01/21
Suzanne Erkel	Council Member	01/01/23
Tom Ronning	Council Member	01/01/21

CITY OFFICIALS

Jack Davis	City Administrator
Mike Jeziorski	Finance Director
Nate Ayshford	Public Works Manager
Mark DuCharme	Fire Chief
Stephanie Hanson	Community Development Director
Nick Schmitz	Building Official

Organizational Staff Summary					
		2018	2019	2020	2021
City Council	Part Time	5.00	5.00	5.00	5.00
City Administration	Full Time	3.00	3.00	3.00	3.00
	Part Time	0.06	0.06	0.06	0.06
Elections	Part Time	Contract		Contract	
Finance	Full Time	2.00	2.00	2.00	2.00
Assessing	Full Time	Contract	Contract	Contract	Contract
Legal	Full Time	Contract	Contract	Contract	Contract
Planning and Zoning	Full Time	2.50	2.00	2.00	2.00
	Part Time	0.06	0.06	0.06	0.06
Bldg Inspection	Full Time	2.50	3.00	3.00	3.00
	Part Time	-	-	-	-
Police	Full Time	Contract	Contract	Contract	Contract
Fire	Full Time	1.00	1.00	1.00	2.00
	Part Time	Paid On-Call	Paid On-Call	Paid On-Call	Paid On-Call
Engineering	Full Time	Contract	Contract	Contract	Contract
Street Maintenance	Full Time	5.00	5.00	5.00	5.00
	Part Time	0.30	0.30	0.30	0.30
Park Maintenance	Full Time	4.00	4.00	4.00	4.00
	Part Time	0.30	0.30	0.30	0.30
Total	Full Time	20.00	20.00	20.00	21.00
	Part Time	5.66	5.66	5.66	5.66

2021 Pay Plan (Hourly)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	16.30	16.90	17.50	18.09	18.69	19.28	19.88
2	17.56	18.20	18.84	19.48	20.13	20.77	21.41
3	19.31	20.02	20.72	21.43	22.14	22.84	23.55
4	21.24	22.02	22.79	23.57	24.35	25.13	25.90
5	23.37	24.22	25.08	25.93	26.79	27.64	28.50
6	25.72	26.66	27.60	28.54	29.48	30.42	31.36
7	28.28	29.32	30.35	31.39	32.42	33.46	34.49
8	31.10	32.23	33.37	34.51	35.65	36.79	37.92
9	33.82	35.06	36.30	37.53	38.77	40.01	41.24
10	38.60	40.01	41.43	42.84	44.25	45.66	47.07
11	40.99	42.49	43.99	45.49	46.99	48.49	49.99
12	43.45	45.04	46.63	48.22	49.81	51.40	52.99
13	47.13	48.85	50.57	52.30	54.02	55.75	57.47
14	49.96	51.78	53.61	55.44	57.27	59.09	60.92
15	52.96	54.90	56.84	58.78	60.72	62.65	64.59
16	56.41	58.48	60.54	62.60	64.67	66.73	68.80
2021 Pay Plan (Annually)							
Grade	Step A	Step B	Step C	Step D	Step E	Step F	Step G
1	33,909.71	35,150.31	36,390.91	37,631.51	38,872.11	40,112.71	41,353.30
2	36,518.15	37,854.18	39,190.21	40,526.24	41,862.27	43,198.30	44,534.33
3	40,165.89	41,635.37	43,104.86	44,574.34	46,043.82	47,513.31	48,982.79
4	44,180.44	45,796.80	47,413.15	49,029.51	50,645.87	52,262.23	53,878.58
5	48,602.56	50,380.70	52,158.84	53,936.99	55,715.13	57,493.27	59,271.41
6	53,493.38	55,450.46	57,407.53	59,364.61	61,321.68	63,278.76	65,235.83
7	58,832.53	60,984.94	63,137.35	65,289.76	67,442.17	69,594.58	71,746.99
8	64,681.14	67,047.52	69,413.91	71,780.29	74,146.67	76,513.06	78,879.44
9	70,346.35	72,919.99	75,493.64	78,067.29	80,640.93	83,214.58	85,788.23
10	80,291.02	83,228.50	86,165.97	89,103.45	92,040.93	94,978.40	97,915.88
11	85,263.36	88,382.75	91,502.14	94,621.53	97,740.92	100,860.31	103,979.70
12	90,378.34	93,684.87	96,991.39	100,297.92	103,604.44	106,910.97	110,217.49
13	98,020.26	101,606.36	105,192.47	108,778.58	112,364.68	115,950.79	119,536.90
14	103,909.62	107,711.19	111,512.76	115,314.34	119,115.91	122,917.48	126,719.05
15	110,165.80	114,196.26	118,226.71	122,257.17	126,287.62	130,318.08	134,348.54
16	117,339.01	121,631.90	125,924.79	130,217.68	134,510.57	138,803.46	143,096.35
2021 Cafeteria Contribution							
Full Time Employees					\$1,300 per month		
Seasonal/Part Time							
Mayor					\$525 per month		
Council Member					\$475 per month		
Seasonal and Part Time					\$10.00-\$15.00 per hour		
2021 Fire Fighter and Officer Pay Plan							
Position			# of Positions		Monthly Salary Rate		
Deputy Fire Chief			1		\$ 692.39		
District Fire Chief			2		\$ 530.05		
Captain			2		\$ 203.19		
Lieutenant			5		\$ 163.19		
Training Officer			1		\$ 163.19		
Training/Drill/Fire Call/Duty Officer/Fire Inspector							
Probationary Firefighter					\$11.87 per hour		
Firefighter I					\$13.40 per hour		
Firefighter II/Officer					\$14.86 per hour		
Firefighter III/Officer					\$16.36 per hour		
Fire Inspector					\$19.87 per hour		
Duty Officer					\$146.10 per week		

**City of East Bethel
2021 General Fund Final Budget (Summary)**

General Fund	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget	% Change
Revenues							
	Property Tax	4,333,501.68	4,473,887.90	2,372,453.25	4,607,300.00	4,836,000.00	5%
	Franchise Tax	67,741.30	66,771.71	49,356.02	67,500.00	67,500.00	0%
	Gambling Tax	42,651.72	46,452.68	29,268.09	39,000.00	40,000.00	3%
	Licenses and Fees	43,038.45	44,217.25	26,526.70	43,000.00	43,500.00	1%
	Building Inspection Permits	362,220.69	345,430.21	313,338.36	286,000.00	304,500.00	6%
	Building Inspection Permits (Bethel)	3,731.70	2,007.63	1,918.21	1,000.00	2,000.00	100%
	State Aid	295,295.38	292,722.11	296,588.60	268,500.00	259,200.00	-3%
	Federal Aid	-	-	911,396.27	-	-	0%
	Fines and Forfeits	35,496.94	29,087.15	17,318.55	36,500.00	35,500.00	-3%
	Intergovernmental Charges	172,189.14	187,678.49	262,241.24	263,000.00	277,000.00	5%
	Other Fees	6,298.31	4,807.71	6,224.71	3,000.00	3,000.00	0%
	Cemetery Revenue	4,900.00	3,950.00	4,250.00	5,000.00	5,000.00	0%
	Site Lease Revenue	64,906.82	65,546.06	64,055.92	68,000.00	70,000.00	3%
	Refunds and Reimbursements	29,484.61	51,766.54	28,451.59	27,000.00	27,000.00	0%
	Interest Earnings	32,335.09	53,728.49	23,760.17	26,000.00	30,000.00	15%
Total Revenues - General Fund		5,493,791.83	5,668,053.93	4,407,147.68	5,740,800.00	6,000,200.00	5%
Expenditures							
General Government							
	Council	72,888.06	74,289.24	70,698.63	81,400.00	77,900.00	-4%
	City Administration	370,240.09	365,799.14	310,846.93	389,100.00	429,200.00	10%
	Elections	12,596.13	2,629.28	10,552.70	14,500.00	3,000.00	-79%
	Finance	278,071.39	293,022.51	246,049.24	304,700.00	313,800.00	3%
	Assessing	55,255.00	58,252.00	44,175.00	58,000.00	60,500.00	4%
	Legal	138,851.73	141,696.26	122,709.60	145,000.00	151,000.00	4%
	Government Buildings	37,765.06	45,574.97	27,090.50	41,700.00	43,000.00	3%
	Risk Management	78,717.57	80,425.00	84,992.00	90,000.00	90,000.00	0%
Total General Government		1,044,385.03	1,061,688.40	917,114.60	1,124,400.00	1,168,400.00	4%
Community Development							
	Planning and Zoning	207,887.02	206,661.68	207,766.26	269,400.00	267,900.00	-1%
	Building Inspection	278,479.98	319,694.99	270,910.40	333,500.00	344,400.00	3%
Total Community Development		486,367.00	526,356.67	478,676.66	602,900.00	612,300.00	2%
Public Safety							
	Police Protection	1,059,507.80	1,104,882.00	1,142,635.30	1,150,000.00	1,162,000.00	1%
	Fire Protection	675,580.27	748,173.95	1,078,408.30	767,900.00	899,700.00	17%
Total Public Safety		1,735,088.07	1,853,055.95	2,221,043.60	1,917,900.00	2,061,700.00	7%
Engineering							
	Engineering	27,688.81	30,690.28	6,672.73	40,000.00	40,000.00	0%
Total Engineering		27,688.81	30,690.28	6,672.73	40,000.00	40,000.00	0%
Public Works							
	Public Works - Parks Maintenance	419,866.82	456,192.34	343,538.07	466,200.00	483,400.00	4%
	Public Works - Streets	894,452.82	948,229.04	740,873.15	974,400.00	1,014,400.00	4%
Total Public Works		1,314,319.64	1,404,421.38	1,084,411.22	1,440,600.00	1,497,800.00	4%
Civic Events							
	Civic Events	2,500.00	5,000.00	-	5,000.00	5,000.00	0%
Total Culture and Recreation		2,500.00	5,000.00	-	5,000.00	5,000.00	0%
Transfers / Other							
	Transfer to Building Capital	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	0%
	Transfer to Street Capital	1,107,000.00	450,000.00	475,000.00	475,000.00	475,000.00	0%
	Transfer to Parks Capital	75,000.00	80,000.00	85,000.00	85,000.00	90,000.00	6%
	Land Purchase	167,571.18	157,832.85	210,000.00	-	-	-
Total Other		1,399,571.18	737,832.85	820,000.00	610,000.00	615,000.00	1%
Total Expenditures - General Fund		6,009,919.73	5,619,045.53	5,527,918.81	5,740,800.00	6,000,200.00	5%
Excess of Revenues over Expenditures - General Fund		(516,127.90)	49,008.40	(1,120,771.13)	-	-	-



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41110 - Mayor and City Council

DEPARTMENTAL PROFILE

The City Council is comprised of the Mayor and four City Council Members. All are elected at-large. Council Members serve four-year terms with two members up for election every two years. The Mayor serves a two-year term.

DEPARTMENTAL GOALS

To provide leadership and vision for the City while planning for growth / development activity and to adopt policies that are in the best interest of the City and its residents.

EXPENDITURE DETAILS

STAFFING

1- Mayor
4- City Council Members

103-Mayor and City Council Salary
\$29,100
Provides for a monthly salary of \$525 for the Mayor and \$475 for each Council Member

107-Commissions and Boards
\$22,000
Upper Rum River Watershed Management Organization -\$10,400
Sunrise Watershed Management Organization - \$11,600

307-Professional Services
\$4,000
Quarterly updates of ordinances. Professional service requirements throughout the year including assistance with grant and direct appropriation identification and pursuit.

433-Dues and Subscriptions

\$17,500

League of Minnesota Cities-\$11,000

Alexandra House-\$4,500

Mediation Services for Anoka County-\$1,300

Stepping Stone - \$450

North TH 65 Corridor Coalition-\$250

MN Mayors Association-\$30

434-Conferences/Meetings

\$1,000

Costs associated with Mayor and City Council members' attendance at League of Minnesota Cities Annual Conference, Local Government meetings, etc.

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Council						
	E 101-41110-103 Part-Time Employees	29,100.00	29,100.00	24,250.00	29,100.00	29,100.00
	E 101-41110-107 Commissions and Boards	22,623.10	23,673.68	25,642.80	25,500.00	22,000.00
	E 101-41110-125 FICA/Medicare	2,226.24	2,226.24	1,855.20	2,200.00	2,200.00
	E 101-41110-151 Worker s Comp Insurance Prem	74.98	141.24	149.12	200.00	200.00
	E 101-41110-201 Office Supplies	27.90	-	-	200.00	200.00
	E 101-41110-231 Small Tools and Minor Equip	-	694.97	-	1,000.00	1,000.00
	E 101-41110-307 Professional Services Fees	1,250.00	900.00	1,179.65	4,000.00	4,000.00
	E 101-41110-331 Travel Expenses	-	-	-	500.00	500.00
	E 101-41110-343 Other Advertising	88.75	-	-	200.00	200.00
	E 101-41110-433 Dues and Subscriptions	17,214.43	17,515.43	17,621.86	17,500.00	17,500.00
	E 101-41110-434 Conferences/Meetings	282.66	37.68	-	1,000.00	1,000.00
		72,888.06	74,289.24	70,698.63	81,400.00	77,900.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41320 – City Administration

DEPARTMENTAL PROFILE

Pursuant to City Code, Chapter 2-261, the City Administrator is the chief administrative officer of the City responsible to the City Council. The Administrator facilitates and directs implementation of the City Council's policies and directives relating to City operations and activities. Specific activities include recommendations to the Council regarding policies, operations and procedures and providing liaison between the Council, commissions, employees, residents and other governmental entities.

DEPARTMENTAL GOALS

Provide leadership and direction to employees of the City of East Bethel and work to achieve the goals established by the City Council. The Department also provides assistance to all stakeholders, accurate information and courteous service to City residents/visitors.

EXPENDITURE DETAILS

STAFFING

1 City Administrator
1 Administrative Coordinator
1 Administrative Assistant
1 Part Time Cable Technician

101-Full-Time Employees Regular
\$274,300
Provides for a 2.5% COLA salary increase for three employees.

103 – Part-Time Employees
\$1,600
Cable Technician for recording evening meetings

201-Office Supplies
\$1,000
Miscellaneous office supplies including paper, toner, envelopes, and folders

307 – Professional Service Fees

\$8,000

Time Savers - \$8,000

Contractual minute-taking services with Time Savers for City Council Meetings and City Council Work Meetings.

309 - Information Systems

\$12,500

Metro-Inet support services – IT support, exchange email/calendar, wireless/wired network support and data center network

Anoka County Fiber Internet

321 - Phone

\$4,200

VOIP – land line phone system and cell phone for City Administrator

322-Postage

\$9,000

All postage costs including 4 newsletter mailings throughout the year

331-Travel Expenses

\$2,400 Mileage reimbursement for the City Administrator

342-Legal Notices

\$500

Advertising costs for legal notices regarding ordinances and other legally required notices

351-Printing and Duplicating

\$3,500

City newsletter production and mailing of 4 publications to each resident

413-Office Equipment

\$7,000

Pitney Bowes postage machine lease - \$700

Ricoh copier/printer lease - \$6,300

421-Software License

\$3,500

Leightronix – video hosting/indexing - \$2,500

Software licenses - \$500

Dropbox for Business - \$500

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Administration						
	E 101-41320-101 Full-Time Employees Regular	241,997.42	241,084.11	198,397.11	247,100.00	274,300.00
	E 101-41320-102 Full-Time Employees Overtime	3,244.04	126.24	3,272.94	-	-
	E 101-41320-103 Part-Time Employees	1,032.00	1,362.00	936.00	1,600.00	1,600.00
	E 101-41320-122 PERA-Coordinated Plan	17,225.25	17,169.29	15,125.27	18,500.00	20,600.00
	E 101-41320-125 FICA/Medicare	18,337.86	17,971.32	17,493.96	22,500.00	25,100.00
	E 101-41320-126 Deferred Compensation	4,017.32	2,936.11	2,633.27	5,600.00	6,000.00
	E 101-41320-131 Cafeteria Contribution	37,798.18	37,374.80	35,003.16	40,200.00	46,800.00
	E 101-41320-151 Worker s Comp Insurance Prem	1,823.13	3,067.55	3,148.17	3,200.00	3,200.00
	E 101-41320-201 Office Supplies	1,642.02	2,531.03	1,397.59	1,000.00	1,000.00
	E 101-41320-231 Small Tools and Minor Equip	160.18	-	139.98	-	-
	E 101-41320-307 Professional Services Fees	8,176.25	9,363.91	8,004.50	8,000.00	8,000.00
	E 101-41320-309 Information Systems	12,115.16	11,102.21	9,510.00	12,500.00	12,500.00
	E 101-41320-321 Telephone	3,353.76	3,330.39	1,180.62	4,200.00	4,200.00
	E 101-41320-322 Postage/Delivery	5,056.06	5,195.35	3,158.69	9,000.00	9,000.00
	E 101-41320-331 Travel Expenses	2,044.19	1,871.08	1,096.23	2,400.00	2,400.00
	E 101-41320-341 Personnel Advertising		441.00	-	-	-
	E 101-41320-342 Legal Notices	403.14	446.15	602.02	500.00	500.00
	E 101-41320-351 Printing and Duplicating	2,167.93	3,195.71	1,393.43	3,500.00	3,500.00
	E 101-41320-413 Office Equipment Rental	6,729.20	6,627.89	5,420.79	6,000.00	7,000.00
	E 101-41320-421 Software Licensing	2,917.00	450.00	2,933.20	3,300.00	3,500.00
	E 101-41320-433 Dues and Subscriptions		133.00			-
	E 101-41320-434 Conferences/Meetings		20.00	-		-
		370,240.09	365,799.14	310,846.93	389,100.00	429,200.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41410 – Elections

DEPARTMENTAL PROFILE

This department is responsible for providing access to the election process to the citizens of the City of East Bethel. The department is responsible for determining polling locations, acquiring and maintaining election equipment, contracting election judges, registering municipal candidates and conducting absentee and the primary and general elections.

EXPENDITURE DETAILS

402 Equipment Maintenance
\$3,000

The City and Anoka County have a joint powers agreement that includes payment of a system support fee for equipment and software. The City will store and use the equipment during each election cycle.

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Elections						
	E 101-41410-201 Office Supplies	319.56	-	8.02	400.00	-
	E 101-41410-219 General Operating Supplies			1,015.41		
	E 101-41410-231 Small Tools and Minor Equip			303.21		
	E 101-41410-307 Professional Services Fees	8,656.72	-	6,267.40	10,000.00	-
	E 101-41410-331 Travel Expenses	30.30	-	-	100.00	-
	E 101-41410-342 Legal Notices	516.01	-	274.14	1,000.00	-
	E 101-41410-402 Repairs/Maint Machinery/Equip	3,073.54	2,629.28	2,684.52	3,000.00	3,000.00
		12,596.13	2,629.28	10,552.70	14,500.00	3,000.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41520 – Finance

DEPARTMENTAL PROFILE

Finance is responsible for all treasury operations of the City including: accounting management (accounts payable and receivable, reconciliations, and reporting to stakeholders), investment management, risk management (property / general liability insurance and workers compensation), utility billing management, human resource management (payroll, benefits, employee recruitment/retention), budget management, audit management, debt service management (new issues, refinances and rating calls). This department is also responsible for information technology management (Computer - hardware / software).

DEPARTMENTAL GOALS

Departmental goals include preparation of financial statements that garner a clean audit opinion, continuous analysis of the City's financial condition and continued establishment and implementation of financial policies.

EXPENDITURE DETAILS

STAFFING

1 Finance Director
1 Finance Coordinator

101-Full-Time Employees Regular Salary
\$207,300
Provides for a 2.5% COLA salary increase for two employees

301-Auditing and Accounting Services
\$23,000
Annual audit of the City's financial statements

307 – Professional Service Fees
\$1,500
Anoka County - \$1,500
Cost associated with tax levy and special assessment administration

309 - Information Systems

\$5,800

Metro-INET support services – IT support, exchange email/calendar, wireless/wired network support and data center network

321 - Phone

\$700

VOIP – land line phone system and cell phone reimbursement for Finance Coordinator

331-Travel Expense

\$200

Mileage reimbursement for: trainings, gambling inspections, and post office travel

342-Legal Notices

\$1,000

Publishing of the City's annual audit

421-Software License

\$1,600

Financial software support necessary if problems arise with Banyon financial and payroll software; includes upgrades and enhancements of software.

433-Dues and Subscriptions

\$300

American Payroll Association membership which provides education & training, compliance updates and access to a library of resource texts and newsletters.

434-Conferences/Meetings

\$400

Training for the Finance Coordinator and Finance Director

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Finance						
	E 101-41520-101 Full-Time Employees Regular	187,607.55	199,579.54	160,346.45	204,100.00	207,300.00
	E 101-41520-122 PERA-Coordinated Plan	13,718.74	14,192.93	12,025.98	15,300.00	15,500.00
	E 101-41520-125 FICA/Medicare	14,745.32	15,240.06	13,183.35	18,100.00	18,500.00
	E 101-41520-126 Deferred Compensation	4,026.65	4,024.92	3,232.75	4,000.00	4,000.00
	E 101-41520-131 Cafeteria Contribution	25,200.00	26,400.00	24,000.00	28,800.00	31,200.00
	E 101-41520-151 Worker s Comp Insurance Prem	1,340.70	2,224.89	2,422.37	2,300.00	2,500.00
	E 101-41520-201 Office Supplies	61.03	155.94	-	100.00	100.00
	E 101-41520-231 Small Tools and Minor Equip	447.49	-	-	-	-
	E 101-41520-301 Auditing and Acct g Services	21,400.00	21,900.00	22,450.00	21,500.00	23,000.00
	E 101-41520-307 Professional Services Fees	1,467.74	1,741.20	1,631.32	1,500.00	1,500.00
	E 101-41520-309 Information Systems	4,516.89	4,080.34	4,013.77	4,800.00	5,800.00
	E 101-41520-321 Telephone	664.71	632.64	-	700.00	900.00
	E 101-41520-331 Travel Expenses	65.94	36.42	-	200.00	200.00
	E 101-41520-342 Legal Notices	854.63	854.63	849.25	1,000.00	1,000.00
	E 101-41520-421 Software Licensing	1,590.00	1,590.00	1,590.00	1,600.00	1,600.00
	E 101-41520-433 Dues and Subscriptions	269.00	269.00	304.00	300.00	300.00
	E 101-41520-434 Conferences/Meetings	95.00	100.00	-	400.00	400.00
		278,071.39	293,022.51	246,049.24	304,700.00	313,800.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41550 – Assessing

DEPARTMENTAL PROFILE

The primary function of this department is the accurate classification and valuation of all real property listed for taxation. Existing properties need to be physically inspected every five years, all newly constructed structures need to be inspected the year of construction.

DEPARTMENTAL GOALS

Ensure full and accurate valuations for all properties within the City to provide an equitable basis for assessing taxes; provide detailed explanations to citizens with concerns about their properties' valuations; analyze and assimilate data acquired in the appraisal process into a format that will be useful and meaningful to the City and its stakeholders.

EXPENDITURE DETAILS

307-Professional Services
\$60,500
Contractual cost of assessing services

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Assessing						
	E 101-41550-307 Professional Services Fees	55,255.00	58,252.00	44,175.00	58,000.00	60,500.00
		55,255.00	58,252.00	44,175.00	58,000.00	60,500.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41610 – Legal

DEPARTMENTAL PROFILE

Legal provides counsel and support to the City Council and other City staff. In addition, the department prosecutes criminal offenses.

DEPARTMENTAL GOALS

Ensure that the City of East Bethel's interests are proactively, efficiently and thoroughly represented and protected. Closure of many longstanding issues will be aggressively pursued. The City will continue to monitor the current provision of legal services to the City to determine if the aforementioned goals are being met. When it is deemed necessary, legal specialists in various disciplines may be retained to best serve the City's interests. A portion of the cost for prosecution services is recovered through fines and penalties assessed by the court system.

EXPENDITURE DETAILS

303-Legal Services
\$151,000

The City currently has a contract with Eckberg Lammers for Legal services that runs through May 31, 2021.

Civil Services:

1/1/21 to 05/31/21 - \$261.00 per hour

6/1/21 to 12/31/21 – Open for Bid

Prosecution Services:

1/1/21 to 5/31/21 - \$47,250

6/1/21 to 12/31/21 – Open for Bid

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Law and Legal						
	E 101-41610-303 Legal Fees	138,851.73	141,696.26	122,709.60	145,000.00	151,000.00
		138,851.73	141,696.26	122,709.60	145,000.00	151,000.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 41940 – General Government Buildings

DEPARTMENTAL PROFILE

The General Government Buildings department provides for the ongoing cleaning, maintenance and utility costs for City Hall and other general City facilities. Costs for other buildings are charged to the functional department using the respective building.

DEPARTMENTAL GOALS

Maximize the efficiency and usability of City Hall to accommodate employees and equipment necessary to best serve customers of the City of East Bethel; ensure a healthy environment for employees and residents using City facilities.

EXPENDITURE DETAILS

211-Cleaning Supplies

\$500

Cleaning supplies for government facilities

219-General Operating Supplies / Safety Supplies

\$1,000

Safety supplies/First Aid for City Hall

223-Bldg/Facility Repair Supplies

\$1,500

Miscellaneous supplies such as light bulbs, power strips, etc.

381-Electric Utilities

\$13,500

Electrical utility services for City Hall and the City billboard

382-Gas Utilities

\$5,000

Gas utilities for City Hall

403-Buildings & Facilities Repair/Maintenance

\$19,500

City Hall janitorial service - \$4,600

Septic system pumping - \$1,500

Annual carpet cleaning \$500

Water Softener Rental - \$300

Senior Center janitorial service - \$3,400

Miscellaneous building repairs - \$8,700

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Government Buildings						
	E 101-41940-211 Cleaning Supplies	426.37	616.06	1,099.81	500.00	500.00
	E 101-41940-219 General Operating Supplies	893.23	858.16	989.08	500.00	1,000.00
	E 101-41940-223 Bldg/Facility Repair Supplies	700.56	1,460.01	2,209.16	2,000.00	1,500.00
	E 101-41940-231 Small Tools and Minor Equip	73.85	201.00	-	500.00	500.00
	E 101-41940-307 Professional Services Fees		335.00			-
	E 101-41940-381 Electric Utilities	13,469.90	13,909.73	9,615.38	13,000.00	13,500.00
	E 101-41940-382 Gas Utilities	4,358.69	5,015.86	2,075.57	5,000.00	5,000.00
	E 101-41940-385 Refuse Removal	746.44	911.04	905.52	700.00	1,000.00
	E 101-41940-402 Repairs/Maint Machinery/Equip	-	325.00	325.00	500.00	500.00
	E 101-41940-403 Bldgs/Facilities Repair/Maint	17,096.02	21,943.11	9,870.98	19,000.00	19,500.00
		37,765.06	45,574.97	27,090.50	41,700.00	43,000.00



2021 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 41910 – Planning and Zoning

DEPARTMENTAL PROFILE

The Planning and Zoning division formulates, administrates and interprets ordinances enacted by the City of East Bethel. It is responsible for preparing reports and making presentations to the City Council, Planning Commission (PC) and Economic Development Authority (EDA) to facilitate their decision making. It also assists with code enforcement, oversee GIS functions, economic development, environmental planning, customer service, and related activities.

DEPARTMENTAL GOALS

Improve the assimilating and data processing function for presentations to PC and City Council and EDA; provide timely and thorough review of all PC, City Council and EDA issues; provide accurate information regarding City ordinances and zoning to the public; update GIS functions, provide assistance to residents, developers, real estate agents, appraisers, insurance companies, mortgage companies, etc. regarding City ordinances and procedures. Provide support to EDA.

EXPENDITURE DETAILS

STAFFING

1 Community Development Director
1 Zoning Administrator

101-Full-Time Employees Regular
\$164,300

Provides for a 2.5% COLA salary increase for two eligible employees and a Step increase for one eligible employee

103 – Part-Time Employees
\$600
Cable Technician for recording evening meetings

107 – Commission Member compensation
\$1,700

201 – General Office Supplies
\$100

307 – Professional Service Fees

\$20,200

PZ minute taking and preparation-\$2,000

Anoka Conservation District Professional Services (map production, data collection, land use reviews) - \$500

Zoning Update needed after 2040 Comp Plan is adopted. Zoning Addition as required by Metropolitan Council - \$1,700

WSB GIS services to update/expand GIS system - \$3,000

Land Mentor Consulting Services - \$3,000

Laserfiche - \$10,000

309 - Information Systems

\$5,800

Metro-INET support services – IT support, exchange email/calendar, wireless/wired network support and data center network

321 - Phone

\$900

VOIP – land line phone system and cell phone

331 – Travel Expenses

\$100

342 – Legal Notices

\$1,300

Publications of notices for land use proposals, Comprehensive Plan Amendments, and Zoning Ordinance Amendments

421 – Software Licensing

\$6,000 –Datalink (GIS) licensing

423 – Filing Fees

\$400

Filing fees at Anoka County (plats, agreements, resolutions, etc)

433 – Dues and Subscriptions

\$700

Minnesota Chapter American Planning Association - \$400

Economic Development Association - \$300

434 – Conferences/Meetings

\$1,000

MNAPA conference; League of MN Cities workshops and continuing education

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Planning and Zoning						
	E 101-41910-101 Full-Time Employees Regular	122,465.93	131,297.33	126,052.06	158,500.00	164,300.00
	E 101-41910-102 Full-Time Employees Overtime	37.22	582.78	484.74	-	-
	E 101-41910-103 Part-Time Employees	5,724.00	3,684.00	288.00	500.00	600.00
	E 101-41910-107 Commissions and Boards	1,560.00	1,160.00	-	1,700.00	1,700.00
	E 101-41910-122 PERA-Coordinated Plan	9,261.81	9,701.57	9,490.27	11,900.00	12,300.00
	E 101-41910-125 FICA/Medicare	11,226.03	11,473.29	10,306.65	14,700.00	15,300.00
	E 101-41910-126 Deferred Compensation	3,070.74	3,707.32	3,269.07	4,000.00	4,000.00
	E 101-41910-131 Cafeteria Contribution	19,162.48	24,200.00	23,400.00	28,800.00	31,200.00
	E 101-41910-151 Worker s Comp Insurance Prem	1,063.49	1,772.61	1,870.04	1,800.00	2,000.00
	E 101-41910-201 Office Supplies	102.55	146.42	48.50	100.00	100.00
	E 101-41910-231 Small Tools and Minor Equip	848.09	1,353.12	6,963.33	-	-
	E 101-41910-307 Professional Services Fees	24,931.50	4,345.50	13,902.05	32,300.00	20,200.00
	E 101-41910-309 Information Systems	4,516.86	4,092.66	4,013.77	4,800.00	5,800.00
	E 101-41910-321 Telephone	664.68	752.64	-	900.00	900.00
	E 101-41910-331 Travel Expenses	114.96	-	-	100.00	100.00
	E 101-41910-341 Personnel Advertising	662.50	857.50	-	-	-
	E 101-41910-342 Legal Notices	1,865.18	1,878.44	1,053.53	1,300.00	1,300.00
	E 101-41910-351 Printing and Duplicating	-	-	41.25	-	-
	E 101-41910-421 Software Licensing	-	4,950.00	5,100.00	6,000.00	6,000.00
	E 101-41910-423 Filing Fees	520.00	414.00	966.00	400.00	400.00
	E 101-41910-433 Dues and Subscriptions	-	197.50	517.00	600.00	700.00
	E 101-41910-434 Conferences/Meetings	89.00	95.00	-	1,000.00	1,000.00
		207,887.02	206,661.68	207,766.26	269,400.00	267,900.00



2021 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 42410 – Building Inspection

DEPARTMENTAL PROFILE

This department is responsible for conducting plan reviews and on-site inspections of all building activity, septic systems installed within the City as required by State Building Code and code enforcement. The Building Official is also the Code Compliance Officer.

DEPARTMENTAL GOALS

Provide plan reviews and permit issuances in a timely manner, i.e., residential reviews and permits issued within 3-14 working days of receipt of complete application; commercial and institutional plan reviews and permits issued within 30 days of receipt of completed application (commercial plan review time frame does not include State or County reviews); conduct on-site inspections as scheduled in a professional manner; provide information to the public regarding building codes, septic codes, and city ordinances; conduct city ordinance violation inspections.

EXPENDITURE DETAILS

STAFFING

1 Building Official
1 Building Inspector
1 Administrative Assistant

101-Full-Time Employees Regular
\$225,000
Provides for a 2.5% COLA salary increase for three employees

201- Office Supplies
\$1,300
Cabinet and other miscellaneous office supplies

212- Motor Fuels
\$5,000
Reflects the increase in fuel costs and more accurately reflects fuel needed for two vehicles

219-General Operating Supplies

\$700

Includes replacement stamps for plan reviews, scale rulers, plan hangers, plan drawer, new file cabinets, dividers, picture paper, etc.

221 – Motor Vehicle Parts

\$500

Replacement of tires on one Building Department vehicle

231-Small Tools and Minor Equipment

\$300

Flashlights and tape measures

309 - Information Systems

\$8,600

Metro-Inet support services – IT support, exchange email/calendar, wireless/wired network support and data center network

321 – Telephone

\$700

VOIP – land line phone system and Cell Phone charges for Building Official and Building Inspector

351-Printing and Duplicating

\$300

Inspection cards, permit applications, postcards for septic pumping and other forms related to building inspection, code enforcement and dangerous dog enforcement

421-Software Licensing

\$3,000

Annual support for Permit Works software (Complaint Tracker, Septic, and Permitting)

431-Vehicle Replacement Charges

\$3,000

Future truck replacement

433- Dues and Subscriptions

\$100

Membership in the International Code Council (ICC) and Minnesota 10,000 Lakes Chapter of the ICC

434-Conferences/Meetings

\$2,500

Building Official/Inspector continuing education to maintain State certifications by attending classes sponsored by the State Building Codes and Standards Department, local colleges, the Minnesota Pollution Control Agency and sewage treatment systems education expenses.

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Building Inspection						
	E 101-42410-101 Full-Time Employees Regular	190,078.78	219,428.16	172,485.91	218,900.00	225,000.00
	E 101-42410-102 Full-Time Employees Overtime			757.13		
	E 101-42410-122 PERA-Coordinated Plan	13,867.22	16,121.67	12,779.09	16,400.00	16,900.00
	E 101-42410-125 FICA/Medicare	15,143.66	17,791.52	14,565.72	20,500.00	21,300.00
	E 101-42410-126 Deferred Compensation	5,080.70	6,028.23	4,595.76	6,000.00	6,000.00
	E 101-42410-131 Cafeteria Contribution	31,762.50	39,600.00	34,800.00	43,200.00	46,800.00
	E 101-42410-151 Worker s Comp Insurance Prem	839.55	2,121.74	2,241.30	2,200.00	2,300.00
	E 101-42410-201 Office Supplies	137.89	189.92	129.39	1,300.00	1,300.00
	E 101-42410-212 Motor Fuels	3,687.73	3,943.56	2,838.33	5,000.00	5,000.00
	E 101-42410-214 Clothing & Personal Equipment		170.09	-		
	E 101-42410-219 General Operating Supplies	706.01	143.18	552.59	700.00	700.00
	E 101-42410-221 Motor Vehicles Parts	486.80	387.82	20.51	1,000.00	500.00
	E 101-42410-222 Tires			385.72		
	E 101-42410-231 Small Tools and Minor Equip	316.98	314.71	-	300.00	300.00
	E 101-42410-307 Professional Services Fees			13,027.90		
	E 101-42410-309 Information Systems	4,517.32	4,080.67	5,046.19	7,000.00	8,600.00
	E 101-42410-321 Telephone	726.47	809.18	117.11	700.00	700.00
	E 101-42410-331 Travel Expenses	-	154.28	-	-	-
	E 101-42410-351 Printing and Duplicating	225.00	313.00	329.00	300.00	300.00
	E 101-42410-421 Software Licensing	2,990.00	2,990.00	2,990.00	3,200.00	3,000.00
	E 101-42410-422 Auto/Misc Licensing Fees/Taxes	70.45	-	78.75	100.00	100.00
	E 101-42410-431 Equipment Replacement Chgs	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
	E 101-42410-433 Dues and Subscriptions	30.75	-	-	200.00	100.00
	E 101-42410-434 Conferences/Meetings	2,470.00	2,107.26	170.00	3,500.00	2,500.00
	E 101-42410-438 Reimbursement-3rd Party Exp.	2,342.17	-	-	-	-
		278,479.98	319,694.99	270,910.40	333,500.00	344,400.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42110 – Police

DEPARTMENTAL PROFILE

This department accounts for police protection and animal control services within the City of East Bethel. The level of Anoka County Sheriff - provides patrol service for 36 hours daily coverage and 20 hours of weekly coverage by Anoka County Community Service Officers (CSO'S).

DEPARTMENTAL GOALS

Increase the presence of officers in the City's neighborhoods; support City staff with code enforcement and monitoring; provide regular, timely progress reports to the City Council regarding the aforementioned goals; strive to align the perceived priorities of the County Sheriff with the priorities of the City Council; increase the effectiveness, efficiency and accountability of animal control services.

EXPENDITURE DETAILS

307-Professional Services
\$1,162,000

Contractual cost of animal control (\$8,000) and police services, including patrol and CSO's (\$1,154,000)

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Police Protection						
	E 101-42110-307 Professional Services Fees	1,059,507.80	1,104,882.00	1,142,635.30	1,150,000.00	1,162,000.00
		1,059,507.80	1,104,882.00	1,142,635.30	1,150,000.00	1,162,000.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 42210 – Fire Department

DEPARTMENTAL PROFILE

The primary mission of the East Bethel Fire Department is to provide a range of programs designed to protect the lives and property of the residents and visitors of the City of East Bethel from the adverse effects of fires, motor vehicle accidents, industrial accidents, hazardous materials incidents, or exposure to dangerous conditions.

DEPARTMENTAL GOALS

It is our vision to be known as an innovative and progressive fire department. We are dedicated to the delivery of effective fire suppression, rescue services and quality fire/safety education to the public. We strive to offer the best available education and training to our firefighters. We desire to have an atmosphere of open communication which promotes the health and welfare of individual members.

EXPENDITURE DETAILS

STAFFING

1 FT Fire Chief
1 Fire Inspector
1 Deputy Fire Chief
2 District Fire Chiefs
2 Captains
5 Lieutenants
1 Duty Officer
1 Training Officer
1 Part-Time Inspector
35 Paid On-call Firefighters

101-Full-Time Employees Regular
\$176,500
Full-time Fire Chief Position
Full-Time Fire Inspector

103-PT Wages and Salaries
\$153,400

Fire Fighters will be paid according to the compensation schedule. Probationary Fire Fighters \$11.87 per hour, Post Probationary and Fire Fighter I level Fire Fighters \$13.40 per hour and Fire Fighter II level with all educational elements met \$14.86 and Fire fighter III level \$16.36 per hour.

127- Fire Pensions Contributions-City

\$14,000

Contribution funded directly by City taxpayers. This amount is the estimated amount of a voluntary contribution required by the City. The amount is figured on 35 firefighters at \$400 each.

128-Fire Pensions Contributions

\$65,000

The City receives funds from the State in the form of Fire Aid. This amount is provided directly to the Fire Relief Association to fund pension obligations. The 2020 amount is estimated from the actual amount received in 2019. The actual amount is not known until October of the year it is payable to the City.

131-Cafeteria Contribution

\$33,200

City share of benefits for full-time employees

135-Disability Insurance

\$1,000

This is the amount paid by the City to fund the disability/life insurance policy purchased on behalf of the Firefighters.

151-Workers Comp Insurance Premium

\$60,000

In addition to the full time Fire Chief, the City purchases worker's compensation insurance for volunteer firefighters. The cost estimate is provided by the League of Minnesota Cities Insurance Trust.

201-Offices Supplies

\$4,800

Provides for consumable supplies for the Fire Department including tablets, pencils, pens, etc. and leasing of network copier for Fire Station 1.

203-Books/Reference Materials

\$1,600

Provides for training materials, current map books and new up to date code books

211-Cleaning Supplies

\$500

Paper towels, toilet paper, cleaning products

212-Motors Fuels

\$15,000

The Department's share of fuel costs for 2021

213- Lubricants and Additives

\$300

Provides for oil, pump lubricants, etc. for firefighting equipment

214-Clothing & Personal Equipment

\$17,000

Personal Protective Equipment for eight Fighters; turnout gear \$2,500 per set, helmets \$250, boots \$200, Hood and Gloves \$150. This is replacement of very old and worn turnout gear. Most gear needing replacement is dated to 2010 (10 year life cycle)

215-Shop Supplies

\$300

Materials needed to maintain the shop such as rags, non-vehicle lubricants, miscellaneous nuts/bolts, etc.

217-Safety Supplies

\$9,000

This covers gloves, glasses, coveralls, and medical supplies, medications carried on board rescue trucks. It also covers a \$4,500 per year medical directorship for EMS (Emergency Medical Services) or medical response protocols, medications (epi-pens, nitro, aspirin, and needles).

219-General Operating Supplies

\$2,500

This is for all items used to run the three stations. This increase is based on recent historical expenditures.

221-Motor Vehicles/Equipment Parts

\$2,000

Provides for repair and maintenance items such as filters, hoses, hydraulics, etc. on firefighting equipment

222-Tires

\$2,500

This is for replacement of tires on large trucks.

223-Bldg/Facility Repair Supplies

\$2,000

Provides for repairs to any of the three facilities as necessary including plumbing, electrical, mechanical, etc.

229-Equipment Parts

\$800

Provides for replacement parts for equipment items such as pumps, jaws-of-life, etc.

231-Small Tools and Minor Equipment

\$24,500

Provides for purchase of minor equipment such as axes, hose, couplings and fittings for fire hoses \$1,575 and the purchase of 7 pagers totaling \$6,125, 3 1 3/4" nozzles (3 @ \$350 or \$1,150) Annual update of older AED (Automatic Electronic Defibrillator) to meet new CPR protocols, replacement of 3 hand held radios \$13,500. Replacement of 8 tables (half of them) in Training Room (8x\$400)

306-Personnel/Labor Relations

\$1,800

Drug testing services

307-Professional Services Fees

\$9,500

Provides initial physicals (5 @ \$ 500), continuing health surveillance of firefighters (35@ \$135), behavior management assistance, respiratory screening (35 @ \$65), and hep-b shots as required by NFPA and OSHA

309-Information Systems

\$20,000

Fire Department share of the total cost of Information Network of the City including dispatch computers for Tanker 21, Tanker 11, Grass 11, Grass 21, and Inspector 11.

321-Telephones

\$12,000

Provides for telephone service for three stations, an analog line at each station plus one fax line, five cellular phone services, 11 wireless connections for Mobile Dispatch, cable internet connection at Station 3 for dispatch computer.

351-Printing and Duplicating

\$1,000

Copying of maps, run, ticket, medical forms, pre-plan books and publishing the SOG manual

381-Electrical Utilities

\$9,500

Electric utility service for three stations

382-Gas Utilities

\$10,000

Gas utility service for three stations

385-Refuse Removal

\$1,500

Refuse removal for three stations

401-Motor Vehicle Services (Lic'd)

\$3,000

Provides for repair and maintenance services on fire vehicles that are outside City shop's/repair capabilities

402-Repairs/Maint Machinery/Equip

\$25,500

Repairs to radios, pagers, fire ext., detectors, etc. - \$2,500; warning sirens maintenance and contract – (15 sirens x \$1,400) \$21,000, repair of poles – \$ 2,000

403-Bldgs/Facilities Repair/Maint.

\$18,200

Provides for maintenance of air compressor, frozen utility lines, etc.; the cleaning and care of six door mats twice a month, and a cleaning service twice a month for the

restrooms, office area and hallways at Station 1. Painting of the interior of Station 1 and 3, exterior of Station 1 and 3 (\$ 12,200)

413-Office Equipment Rental

\$2,000

Copier Lease

421-Software Licensing

\$12,500

Installation of Dispatch Software to advise responding units and personnel. Also Anoka County Fire Protection Council JPA fees for the Public Safety Data System (Estimated 2021: \$11,500)

422-Auto/Misc Licensing Fees/Taxes

\$2,200

Radio user fees \$900. Anoka County solid waste management charges of \$600 are assessed to fire stations annually.

431-Vehicle Replacement Charges

\$125,000

Replacement trucks from the Equipment Replacement Fund

433-Dues and Subscriptions

\$1,700

Professional firefighter associations for officers and fire inspectors

434-Training (Conferences/Meetings)

\$20,000

Outside training for Fire Fighters and Officers to meet requirements and EMT Refresher for 8 firefighters.

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Fire Protection						
	E 101-42210-101 Full-Time Employees Regular	104,788.32	87,062.29	83,104.08	109,200.00	176,500.00
	E 101-42210-103 Part-Time Employees	127,006.69	136,475.44	124,615.00	135,400.00	153,400.00
	E 101-42210-122 PERA-Coordinated Plan		-	-	-	11,400.00
	E 101-42210-125 FICA/Medicare	17,397.84	17,247.74	17,014.32	20,100.00	23,000.00
	E 101-42210-126 Deferred Compensation	2,012.34	2,013.06	1,612.71	2,000.00	4,000.00
	E 101-42210-127 Fire Pension Contribution-City	14,000.00	14,000.00	14,000.00	14,000.00	14,000.00
	E 101-42210-128 Fire Pension Contrib.-State	65,229.06	67,202.73	72,631.98	60,000.00	65,000.00
	E 101-42210-131 Cafeteria Contribution	14,599.92	15,199.92	13,666.60	16,400.00	33,200.00
	E 101-42210-135 Disability Insurance	931.25	931.25	1,070.94	1,000.00	1,000.00
	E 101-42210-151 Worker s Comp Insurance Prem	35,034.01	56,975.94	59,937.02	60,000.00	60,000.00
	E 101-42210-201 Office Supplies	219.67	-	205.32	4,800.00	4,800.00
	E 101-42210-203 Books/Ref. Materials/Software	-	257.45	522.86	1,600.00	1,600.00
	E 101-42210-211 Cleaning Supplies	835.66	228.61	597.15	500.00	500.00
	E 101-42210-212 Motor Fuels	12,368.06	12,921.83	7,558.29	15,000.00	15,000.00
	E 101-42210-213 Lubricants and Additives	925.41	67.07	821.29	300.00	300.00
	E 101-42210-214 Clothing & Personal Equipment	12,042.41	22,398.00	122,248.44	17,000.00	17,000.00
	E 101-42210-215 Shop Supplies	24.48	267.49	-	300.00	300.00
	E 101-42210-217 Safety Supplies	5,042.20	7,421.61	15,703.15	9,000.00	9,000.00
	E 101-42210-219 General Operating Supplies	899.80	3,336.17	2,307.49	2,500.00	2,500.00
	E 101-42210-221 Motor Vehicles Parts	1,703.50	1,887.39	1,501.63	2,000.00	2,000.00
	E 101-42210-222 Tires	1,477.72	2,139.48	330.50	2,500.00	2,500.00
	E 101-42210-223 Bldg/Facility Repair Supplies	2,403.30	2,058.35	2,704.27	2,000.00	2,000.00
	E 101-42210-229 Equipment Parts	828.80	388.05	518.42	800.00	800.00
	E 101-42210-231 Small Tools and Minor Equip	9,009.45	22,691.38	236,234.38	21,500.00	24,500.00
	E 101-42210-306 Personnel/Labor Relations	1,666.53	510.00	178.13	1,800.00	1,800.00
	E 101-42210-307 Professional Services Fees	3,935.47	29,024.02	8,129.88	7,600.00	9,500.00
	E 101-42210-309 Information Systems	16,818.47	15,182.90	49,576.69	22,000.00	20,000.00
	E 101-42210-321 Telephone	2,757.91	2,847.90	3,456.10	6,200.00	12,000.00
	E 101-42210-331 Travel Expenses		325.58	-	-	-
	E 101-42210-351 Printing and Duplicating	144.00	-	351.00	1,000.00	1,000.00
	E 101-42210-381 Electric Utilities	9,739.60	9,739.12	7,899.41	9,500.00	9,500.00
	E 101-42210-382 Gas Utilities	9,712.75	9,062.89	3,841.87	11,000.00	10,000.00
	E 101-42210-385 Refuse Removal	1,186.65	1,538.60	1,784.61	800.00	1,500.00
	E 101-42210-401 Motor Vehicle Services (Lic d)	5,379.94	3,769.06	3,097.60	3,000.00	3,000.00
	E 101-42210-402 Repairs/Maint Machinery/Equip	14,446.23	16,269.40	11,625.14	25,500.00	25,500.00
	E 101-42210-403 Bldgs/Facilities Repair/Maint	19,084.48	18,178.75	12,786.52	18,200.00	18,200.00
	E 101-42210-413 Office Equipment Rental	2,046.11	1,926.52	1,958.20	2,000.00	2,000.00
	E 101-42210-421 Software Licensing	9,221.18	9,629.00	11,853.52	12,500.00	12,500.00
	E 101-42210-422 Auto/Misc Licensing Fees/Taxes	578.15	545.16	545.16	2,200.00	2,200.00
	E 101-42210-431 Equipment Replacement Chgs	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
	E 101-42210-433 Dues and Subscriptions	1,715.00	1,267.00	1,135.00	1,700.00	1,700.00
	E 101-42210-434 Conferences/Meetings	23,367.91	30,186.80	56,283.63	20,000.00	20,000.00
		675,580.27	748,173.95	1,078,408.30	767,900.00	899,700.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 43110 – Engineering

DEPARTMENTAL PROFILE

Engineering encompasses surveys, design support, mapping, planning assistance and other general engineering activities necessary for municipal operations. Services are provided for by a consulting engineer. This department will account for costs that cannot be charged directly to developers or do not directly relate to another functional department.

DEPARTMENTAL GOALS

Provide continued assistance in further updates to the transportation plan; provide review and update services on public work standards for public works facilities and infrastructure; maintain the City's storm water management plan and continue to provide support to City staff and City customers as necessary.

EXPENDITURE DETAILS

302-Engineering Services
\$40,000
Project services and support

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Engineering						
	E 101-43110-302 Architect/Engineering Fees	27,688.81	30,690.28	6,672.73	40,000.00	40,000.00
		27,688.81	30,690.28	6,672.73	40,000.00	40,000.00



2021 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43201 – Park Maintenance

DEPARTMENTAL PROFILE

Park Maintenance is responsible for the design, construction and maintenance of city parks, trails, pavilions, docks, picnic tables, restrooms, cemeteries etc., including: 17 ball fields, 3 soccer fields, 7 pavilions, 2 skateboard parks, 1 orienteering course, 3 cemeteries, bridges, 6 tennis courts, 14 playgrounds, 6 basketball courts, cross-country ski trails, and walking trails.

DEPARTMENTAL GOALS

Continue weekly summertime safety and maintenance inspections of playgrounds and shelter buildings to ensure high quality facilities; repair/upgrade park signage as necessary; maintain 250 acres of manicured turf areas with a normal mowing cycle of every five days; upgrade and re-chip trails and 14 playgrounds; maintain park amenities; maintain trees, shrubs, and plants.

EXPENDITURE DETAILS

STAFFING

4 - Maintenance Worker II
1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries
\$238,300

Provides for a 2.5% COLA salary increase and a STEP salary increase for one eligible employee

102-FT- Overtime
\$1,200

25 hours of overtime to staff special events such as Booster Days, National Night Out and other emergency maintenance situations including snow and ice removal

103-PT-Wages and Salaries

\$6,700

1 seasonal employee for part time help during the summer months

211-Cleaning Supplies

\$600

Cleaning agents, paper products, brooms, brushes, etc. to maintain park facilities

212-Motor Fuels

\$17,000

Diesel and gasoline for mowers, trucks and other maintenance equipment

213-Lubricants and Additives

\$500

Oil, grease and hydraulic fluid for park maintenance equipment

214-Clothing and Personal Equipment

\$2,000

12 months of uniform rental for maintenance employees, employee allowance for safety boots

215-Shop Materials

\$400

Materials necessary to fabricate and/or repair park equipment

216 Chemicals/Chemical products

\$2,500

Includes fertilizer, weed control, etc.; the charges represent a savings of 50% versus contracting for the service

217-Safety Supplies

\$700

Safety vests, gloves, hearing protection, safety goggles and other safety equipment

218-Welding Supplies

\$100

Welding rods, gasses and other supplies incidental to welding

219-General Operating Supplies

\$1,200

Fencing, paint, building repair materials, playground equipment, picnic tables, waste cans and computer/printer replacement used by maintenance personnel

221-Motor Vehicles Parts

\$2,100

Repair parts and maintenance items for tractors, mowers, trucks, pumps, weed whips, etc.

222-Tires

\$1,000

Replacement tires for mowers, trucks and ball field grooming equipment

223-Repair Maintenance Buildings and Facilities

\$2,500

Paint, lumber, vandalism repair supplies, and maintenance parts for irrigation systems

225-Park and Landscape Supplies

\$7,000

Black dirt, sod, seed, Ag lime, mulch, lumber for bridges, walkways, class five for parking lots, and asphalt for trails and lots

226-Signs and stripping

\$1,500

New park signs and striping of lots and handicap zones

229-Equipment Parts

\$4,500

Parts installed in-house. Includes alternators, belts, batteries, blades and small engine appurtenances. More work has been completed in-house so this category has increased

231-Small tools and minor equipment

\$1,500

Saws, shovels, hand tools, bobcat attachments, etc. for trails and parks maintenance.

306-Personnel/Labor Relations

\$300

Drug compliance testing for all CDL license holders

307-Professional Services Fees

\$600

Fee for taking Park Commission meeting minutes

321-Telephone

\$1,300

VOIP – land line phone system and cell phones for Park Maintenance workers

341-Advertising-Personnel

\$200

Advertising costs for vacancies created through attrition, resignation and staffing addition

342-Advertising-Legal Notices

\$100

Notices for public hearings for park grants or designations

381-Electric

\$5,000

Electric service for various parks throughout the City at pavilions and park shelters including the warming building at John Anderson Park

384-Sewer

\$300

Pumping of septic systems at Booster East and Booster West Parks and John Anderson Park

385-Refuse Removal

\$1,000

Contracted refuse removal services at all City parks and tree removal in City Parks

387-Heating Fuels/Propane

\$300

Propane for thawing graves for winter opening

401-Motor Vehicles (Licensed)

\$1,000

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

402-Equipment Services (Non-licensed)

\$2,500

Repair and maintenance service from outside vendors when in-house technicians/mechanics are unable to make the repairs

403-Buildings and Facilities

\$3,500

Repair and maintenance services for park buildings and facilities, e.g., significant electrical work, well and septic systems, etc., when City staff are unable to make the necessary repairs

405-Park and Landscape Services

\$1,500

Landscape services that are more efficiently done by outside vendors; cemetery items, head stone maintenance, replacement, surveys and upkeep

415-Other Equipment Rentals

\$10,500

Rental of portable toilets in parks including special events such as Booster Day. Rental of Warming House at the East Bethel Ice Arena. If booster day continues to be canceled,

then this can remain at \$9000. Our fees for portable toilets went up for the first time in 10 years, warming house rental has remained fairly steady.

422-Auto/Misc Licensing Fees/Taxes

\$1,000

Tax exempt licensure for City owned vehicles. Annual assessment from Coon Lake Improvement District of City owned property adjacent to the lake.

431-Vehicle Replacement Charges

\$17,000

Park contribution to Equipment Replacement Fund for future acquisition of equipment and rolling stock

434-Conferneces/Meetings/Training

\$500

Funding for required classes to keep certifications current and continuing education conferences

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Public Works - Park Maintenance						
	E 101-43201-101 Full-Time Employees Regular	197,311.56	223,059.67	166,858.87	233,000.00	238,300.00
	E 101-43201-102 Full-Time Employees Overtime	1,013.79	1,389.85	695.05	1,100.00	1,200.00
	E 101-43201-103 Part-Time Employees	5,762.00	4,914.00	5,099.50	6,600.00	6,700.00
	E 101-43201-105 Employee On Call/Standby Pay	7,605.50	9,168.47	7,700.26	7,500.00	7,700.00
	E 101-43201-107 Commissions and Boards	500.00	640.00	-	1,700.00	1,700.00
	E 101-43201-122 PERA-Coordinated Plan	15,482.34	16,579.52	12,661.59	17,500.00	17,900.00
	E 101-43201-125 FICA/Medicare	20,107.48	21,016.72	16,423.09	24,000.00	24,800.00
	E 101-43201-126 Deferred Compensation	7,175.42	7,541.53	5,788.56	8,000.00	8,000.00
	E 101-43201-131 Cafeteria Contribution	48,825.00	52,800.00	44,400.00	57,600.00	62,400.00
	E 101-43201-151 Worker s Comp Insurance Prem	12,384.04	20,907.95	22,808.66	21,000.00	23,000.00
	E 101-43201-201 Office Supplies	-	-	-	100.00	-
	E 101-43201-211 Cleaning Supplies	273.70	739.00	196.59	600.00	600.00
	E 101-43201-212 Motor Fuels	17,271.60	18,089.72	9,902.32	16,000.00	17,000.00
	E 101-43201-213 Lubricants and Additives	551.92	200.04	329.10	500.00	500.00
	E 101-43201-214 Clothing & Personal Equipment	1,117.41	1,582.82	1,101.08	2,000.00	2,000.00
	E 101-43201-215 Shop Supplies	7.36	129.44	164.96	400.00	400.00
	E 101-43201-216 Chemicals and Chem Products	1,618.53	888.94	1,785.60	2,500.00	2,500.00
	E 101-43201-217 Safety Supplies	928.27	712.58	556.54	700.00	700.00
	E 101-43201-218 Welding Supplies	-	-	-	100.00	100.00
	E 101-43201-219 General Operating Supplies	596.95	640.44	101.89	1,200.00	1,200.00
	E 101-43201-221 Motor Vehicles Parts	361.49	1,675.87	421.44	2,100.00	2,100.00
	E 101-43201-222 Tires	2,057.53	296.10	4,359.68	1,000.00	1,000.00
	E 101-43201-223 Bldg/Facility Repair Supplies	14,269.24	6,674.93	1,437.73	2,500.00	2,500.00
	E 101-43201-225 Park/Landscaping Materials	7,798.81	8,588.53	4,074.15	7,000.00	7,000.00
	E 101-43201-226 Sign/Striping Repair Materials	1,126.41	3,880.82	-	1,500.00	1,500.00
	E 101-43201-229 Equipment Parts	6,195.66	6,011.42	6,182.22	2,500.00	4,500.00
	E 101-43201-231 Small Tools and Minor Equip	5,347.79	7,868.66	669.81	1,500.00	1,500.00
	E 101-43201-306 Personnel/Labor Relations	263.33	695.00	438.12	300.00	300.00
	E 101-43201-307 Professional Services Fees	575.00	600.00	360.00	600.00	600.00
	E 101-43201-321 Telephone	918.48	1,254.51	60.00	1,300.00	1,300.00
	E 101-43201-341 Personnel Advertising	-	343.00	-	200.00	200.00
	E 101-43201-342 Legal Notices	-	-	-	100.00	100.00
	E 101-43201-381 Electric Utilities	7,015.30	4,717.60	3,742.37	5,000.00	5,000.00
	E 101-43201-384 Sewer Utilities	-	-	-	300.00	300.00
	E 101-43201-385 Refuse Removal	45.91	-	-	1,000.00	1,000.00
	E 101-43201-387 Heating Fuels/Propane	406.97	-	84.99	300.00	300.00
	E 101-43201-401 Motor Vehicle Services (Lic d)	-	-	-	2,000.00	1,000.00
	E 101-43201-402 Repairs/Maint Machinery/Equip	515.56	-	700.73	2,500.00	2,500.00
	E 101-43201-403 Bldgs/Facilities Repair/Maint	3,774.29	852.00	1,307.75	3,500.00	3,500.00
	E 101-43201-405 Park & Landscape Services	-	2,742.81	-	1,500.00	1,500.00
	E 101-43201-415 Other Equipment Rentals	10,170.64	10,824.67	4,908.57	9,000.00	10,500.00
	E 101-43201-422 Auto/Misc Licensing Fees/Taxes	2,281.54	726.92	991.85	1,000.00	1,000.00
	E 101-43201-431 Equipment Replacement Chgs	18,000.00	17,000.00	17,000.00	17,000.00	17,000.00
	E 101-43201-433 Dues and Subscriptions	-	-	-	-	-
	E 101-43201-434 Conferences/Meetings	210.00	438.81	225.00	400.00	500.00
		419,866.82	456,192.34	343,538.07	466,200.00	483,400.00



2021 Budget

FUND: 101 – General Fund
DEPT/ACTIVITY/PROJECT: 43220 – Street Maintenance

DEPARTMENTAL PROFILE

The department is responsible for maintenance of the City’s streets, roadways, storm sewer system, and right-of-ways.

DEPARTMENTAL GOALS

Snow removal from City streets within 24 hours of a 2” snow event; brush cutting and road side ditch mowing such that clear site distances of 100 feet are maintained; annual review of all streets to assess condition; sweep all streets annually; patch and crack seal streets in accordance with road maintenance plan; maintain gravel roads for proper drainage and drivability; maintain storm sewer system in accordance with NPDES plan.

EXPENDITURE DETAILS

STAFFING

1 - Public Works Manager
4 - Maintenance Workers II
1 - Seasonal Maintenance Worker (summer)

101-Full-Time Employees Regular Salaries
\$354,800
Provides for a 2.5% COLA salary increase and a step increase for one eligible employee

102 FT-Overtime
\$11,500
Thirty five hours per person for snow plowing

103-PT-Wages and Salaries
\$6,700
1 seasonal employee for part time help during the summer months

201 Office Supplies
\$100
Paper, pens, ink for copier and printer

211-Cleaning Supplies

\$800

Maintenance facility bathroom and break room supplies, supplies for cleaning maintenance shop and vehicles.

212-Motor Fuels

\$33,000

Gasoline and diesel fuel for maintenance equipment

213-Lubricants

\$5,000

Oil, grease and hydraulic fluid for maintenance equipment. Increase in preventative maintenance and changing oil on the fire trucks has increased the spending in this category.

214-Clothing and Personal Equipment

\$3,000

Uniforms for maintenance employees, safety boot allowance per employee

215-Shop Supplies

\$1,200

Tape, grinding wheels, mechanic wire, paints, polishes, zip ties, nuts and bolts, electrical wire and connectors

216-Chemicals and Chemical Products

\$200

Solvents, degreasers, floor dry, oil spill absorbers, etc.

217-Safety Supplies

\$1,800

Safety vests/shirts, ear protection devices, safety glasses and goggles, gloves, chaps, caution tape, warning cones and barricades

218-Welding Supplies

\$1,000

Gases, rods, flat steel and cold rolled stock needed to make repairs and fabricate replacement items on maintenance equipment

219-General Operating Supplies

\$500

Lumber, plastic tarps, erosion control devices, lath for staking, string line, straps

221-Motor Vehicle Parts

\$10,000

Repair parts and service items installed by maintenance employees, including alternators, belts, hoses, starters, lights, mufflers, filters, etc. More work being completed in-house, more preventative maintenance, less major repairs that need to be contracted out.

222-Tires

\$5,500

Replacement tires for maintenance equipment; on average, an F-550 requires 6 tires replaced on a three year basis with an average cost of \$225 per tire and total cost of \$1,350. A single axle dump truck requires 6 truck tires @ \$300 each to be replaced on each truck every 4 years or an annual cost of \$1,800. Replace two tractor tires @ \$1,200 ea. and 4 tires on a F-150 for a total cost of \$600. Quote to replace tractor tires alone is \$4,800 this year, motor grader is \$7,200.

223-Bldg/Facility Repair Supplies

\$500

Materials for repair to shop building and property

224-Street Maintenance Supplies

\$83,500

650 tons of salt -- \$55,000; asphalt patching material at \$11,200; culverts at \$5,000; black dirt for shoulder restoration at \$3,000 and boulevard maintenance materials at \$600; 600 tons of sand--\$7,200; 120 tons of Class V—\$1,500. Salt prices have been up 20% over the past two years.

226-Signs and Striping Supplies

\$11,000

Replacement/upgrade of street signs and lane striping on MSA routes; Includes purchase of electronic speed monitoring sign - \$3,500

229- Equipment Parts

\$14,000

Equipment parts purchased and installed by maintenance employees on non-licensed equipment, including alternators, belts, hoses, starters, lights, mufflers, etc.

230-Snowplow Cutting Edges

\$10,000

Replacement cutting edges for five snowplows. Includes front plow, wing, and underbody at a cost of \$2,000 per truck. An average winter will require one replacement per truck

231-Small Tools and Minor Equipment

\$5,000

Hand tools (wrenches, pliers, screwdrivers, etc.), saws, drills, grinders, shovels, lutes, and compressors

306-Personnel and Labor Relations

\$400

Drug testing for CDL enforcement

307- Professional Service Fees

\$5,000

Roads minutes, animal control trappers and GIS development - \$1,800

SafeAssure Safety Consultant - \$3,200

SafeAssure provides annual OSHA required training

309 - Information Systems

\$5,600

Metro-Inet support services – IT support, exchange email/calendar, wireless/wired network support and data center network

321- Telephone

\$1,700

Cellular phones, land lines for maintenance facility, radio and radio repair services

341-Personnel Advertising

\$100

General advertising for positions that may open due to attrition or resignation

342- Legal Notices

\$100

Publishing overlay and Class-5 bid requests

381-Utility Services-Electric

\$20,000

Electric service for maintenance facilities, street lights and signals; projected budgeted amount is in line with historical electrical utility bills

382-Utility Service-Gas

\$7,000

Gas service for maintenance facilities

385-Utility Services-Refuse Removal

\$3,200

Refuse removal at maintenance facility and tree removal in R.O.W.

388-Utility Services-Hazardous Waste Disposal

\$500

Cleanup and disposal of hazardous waste such as meth lab debris, tires and batteries

401-Motor Vehicle Services (Licensed)

\$8,200

Contractual repairs on City owned equipment that cannot be performed in-house

402-Equipment Services (Non-licensed)

\$6,400

Contractual repairs on City owned equipment that cannot be performed in-house

403-Buldings and Facilities

\$4,000

Air filters, door sweeps, lights, rugs, hand towels, doors, HVAC, etc.

404-Street Maintenance Services

\$55,000

Provides \$15,000 for various street repairs that cannot be handled in house and \$40,000 for Class V material

422-Auto License Fees

\$100

Tax exempt licensure required for City owned maintenance vehicles

431- Vehicle Replacement Charges

\$135,000

Funding for Street Maintenance major equipment purchases through the Equipment Replacement Fund

433-Dues and Subscriptions

\$100

Membership dues for the State contract service; permits the City to more economically purchase off of State contracts that are specified and bid by the State

434-Conferences/Meetings/Training

\$400

Funding for required classes to keep certifications current and continuing education conferences

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Public Works - Streets						
	E 101-43220-101 Full-Time Employees Regular	308,305.69	325,003.91	242,539.23	345,700.00	354,800.00
	E 101-43220-102 Full-Time Employees Overtime	14,409.42	16,038.33	6,322.31	11,200.00	11,500.00
	E 101-43220-103 Part-Time Employees	5,762.00	4,914.00	5,099.50	6,600.00	6,700.00
	E 101-43220-105 Employee On Call/Standby Pay	6,167.81	5,288.73	4,719.18	9,700.00	9,900.00
	E 101-43220-107 Commissions and Boards	860.00	800.00	-	1,700.00	-
	E 101-43220-122 PERA-Coordinated Plan	24,409.63	25,514.32	18,973.47	25,900.00	26,600.00
	E 101-43220-123 FICA/Medicare	27,786.91	30,316.11	23,528.41	34,800.00	36,000.00
	E 101-43220-126 Deferred Compensation	9,715.89	8,053.25	6,942.57	10,000.00	10,000.00
	E 101-43220-131 Cafeteria Contribution	63,000.00	66,000.00	57,000.00	72,000.00	78,000.00
	E 101-43220-151 Worker s Comp Insurance Prem	24,253.10	38,123.08	41,107.32	40,000.00	42,000.00
	E 101-43220-201 Office Supplies	100.71	376.20	138.20	100.00	100.00
	E 101-43220-211 Cleaning Supplies	438.09	204.46	858.69	800.00	800.00
	E 101-43220-212 Motor Fuels	32,119.74	33,885.01	16,911.57	30,500.00	33,000.00
	E 101-43220-213 Lubricants and Additives	5,158.02	6,225.86	1,714.36	3,200.00	5,000.00
	E 101-43220-214 Clothing & Personal Equipment	1,807.87	2,494.27	1,485.28	3,000.00	3,000.00
	E 101-43220-215 Shop Supplies	1,100.74	1,469.06	1,557.76	1,200.00	1,200.00
	E 101-43220-216 Chemicals and Chem Products	105.79	-	1,031.99	200.00	200.00
	E 101-43220-217 Safety Supplies	1,697.19	1,382.58	144.89	1,800.00	1,800.00
	E 101-43220-218 Welding Supplies	825.98	1,201.59	-	1,000.00	1,000.00
	E 101-43220-219 General Operating Supplies	559.87	402.71	128.01	500.00	500.00
	E 101-43220-221 Motor Vehicles Parts	6,653.66	14,543.82	6,576.59	7,200.00	10,000.00
	E 101-43220-222 Tires	5,055.79	5,936.85	10,761.00	4,500.00	5,500.00
	E 101-43220-223 Bldg/Facility Repair Supplies	5,831.24	2,375.28	1,095.21	500.00	500.00
	E 101-43220-224 Street Maint Materials	64,209.93	85,451.29	47,745.63	73,500.00	83,500.00
	E 101-43220-226 Sign/Striping Repair Materials	8,176.69	6,959.66	5,313.62	11,000.00	11,000.00
	E 101-43220-229 Equipment Parts	15,549.63	15,046.34	7,925.34	14,000.00	14,000.00
	E 101-43220-230 Snowplow Cutting Edges	8,027.60	6,629.63	7,856.08	10,000.00	10,000.00
	E 101-43220-231 Small Tools and Minor Equip	4,598.47	2,271.15	2,430.82	5,000.00	5,000.00
	E 101-43220-306 Personnel/Labor Relations	488.34	280.00	533.50	400.00	400.00
	E 101-43220-307 Professional Services Fees	5,605.24	4,648.22	4,390.16	5,000.00	5,000.00
	E 101-43220-309 Information Systems	4,465.28	4,080.67	4,013.77	4,600.00	5,600.00
	E 101-43220-321 Telephone	1,161.83	954.84	432.16	1,700.00	1,700.00
	E 101-43220-331 Travel Expenses		26.68	643.37	-	-
	E 101-43220-341 Personnel Advertising	700.50	-	1,523.00	100.00	100.00
	E 101-43220-342 Legal Notices	683.71	244.40	139.75	100.00	100.00
	E 101-43220-381 Electric Utilities	17,243.37	16,694.69	14,280.64	20,000.00	20,000.00
	E 101-43220-382 Gas Utilities	5,283.22	5,330.71	2,455.00	7,000.00	7,000.00
	E 101-43220-385 Refuse Removal	4,525.08	2,995.87	9,525.78	3,200.00	3,200.00
	E 101-43220-388 Hazardous Waste Disposal	-	-	-	500.00	500.00
	E 101-43220-401 Motor Vehicle Services (Lic d)	24,682.81	22,300.96	4,346.64	8,200.00	8,200.00
	E 101-43220-402 Repairs/Maint Machinery/Equip	1,749.14	7,047.80	2,801.27	6,400.00	6,400.00
	E 101-43220-403 Bldgs/Facilities Repair/Maint	6,311.87	7,970.76	1,293.98	4,000.00	4,000.00
	E 101-43220-404 Street Maint Services	39,682.78	32,398.17	39,377.60	52,000.00	55,000.00
	E 101-43220-422 Auto/Misc Licensing Fees/Taxes	182.19	251.53	209.50	100.00	100.00
	E 101-43220-431 Equipment Replacement Chgs	135,000.00	135,000.00	135,000.00	135,000.00	135,000.00
	E 101-43220-433 Dues and Subscriptions	-	-	-	100.00	100.00
	E 101-43220-434 Conferences/Meetings	-	1,096.25	-	400.00	400.00
		894,452.82	948,229.04	740,873.15	974,400.00	1,014,400.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 45311 – Civic Events

DEPARTMENTAL PROFILE

This department accounts for funding of community events and activities.

DEPARTMENTAL GOALS

Provide funding for events that foster or promote community and pride in the City of East Bethel.

EXPENDITURE DETAILS

307-Professional Services
\$5,000 Booster Days Fireworks Display

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Civic Events						
	E 101-45311-307 Professional Services Fees	2,500.00	5,000.00	-	5,000.00	5,000.00
		2,500.00	5,000.00	-	5,000.00	5,000.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 48140 – Risk Management

DEPARTMENTAL PROFILE

Risk Management provides for the City's insurance needs, excluding workers compensation which is charged to the respective departments.

DEPARTMENTAL GOALS

Continually reassess the City's insurance needs; promptly report and follow through on all claims; regularly solicit insurance providers to ensure that the City has the most cost effective coverage in place; complete a comprehensive analysis of all of the City's coverage.

EXPENDITURE DETAILS

307-Professional Services
\$5,000

The City has a contract that runs through 12/31/21 with Northern Capital Insurance to provide assistance with administering the City's general, property, and vehicle insurance program.

\$5,000 Agent Fees

361-General Liability Insurance
\$32,000

Includes excess liability insurance of \$1 million in addition to \$1.5 million of general liability insurance coverage.

362-Property Insurance
\$40,000

Insurance covering all property owned by the City

363-Automotive Insurance
\$13,000

Insurance for City vehicles

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Risk Management						
	E 101-48140-307 Professional Services Fees	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	E 101-48140-361 General Liability Ins	31,102.57	26,853.18	28,942.00	36,000.00	32,000.00
	E 101-48140-362 Property Ins	33,730.00	35,849.00	39,098.00	36,000.00	40,000.00
	E 101-48140-363 Automotive Ins	8,885.00	12,722.82	11,952.00	13,000.00	13,000.00
		78,717.57	80,425.00	84,992.00	90,000.00	90,000.00



2021 Budget

FUND: 101 - General Fund
DEPT/ACTIVITY/PROJECT: 49360 – Transfers Out

DEPARTMENTAL PROFILE

All transfers from the General Fund are identified and accounted for in this department. Transfers include amounts identified for Road Capital for street projects such as mill and overlay and paving projects and General Capital for general capital projects such as buildings, parking lots, etc. By creating this department, the results of operating departments will not be affected by capital spending that tends to fluctuate from year to year. Operating departments' expenditures will reflect only operating costs which should remain fairly consistent from year to year.

DEPARTMENTAL GOALS

Continued accurate tracking and oversight of all inter-fund transfers.

EXPENDITURE DETAILS

932-Transfer to Building Capital Fund
\$50,000
Set aside funds for future building needs

935-Transfer to Roads Capital Fund
\$475,000
Allocate funding for roads projects to include mill and overlay and construction

936-Transfer to Parks Capital Fund
\$90,000
Funding for park projects such as playground equipment replacement

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Transfers / Other						
	E 101-49360-932 Bldg Capital Transfers	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
	E 101-49360-935 Street Capital Transfers	1,107,000.00	450,000.00	475,000.00	475,000.00	475,000.00
	E 101-49360-936 Parks Capital Transfers	75,000.00	80,000.00	85,000.00	85,000.00	90,000.00
	E 101-42000-510 Land	167,571.18	157,832.85	210,000.00		
		1,399,571.18	737,832.85	820,000.00	610,000.00	615,000.00

City of East Bethel
2021 Special Revenue Fund Budget (Summary)

Fund Description	Recycling	HRA	EDA	Total
Fund Number	226	230	232	
Revenue				
Levy		69,500	121,200	190,700
Special Assessments			4,000	4,000
County Grants	65,000			65,000
Fees	2,000			2,000
Interest Earnings	100	1,000	1,000	2,100
Total Revenue	67,100	70,500	126,200	263,800
Expenditures				
Salaries and Wages	-	-	-	-
Supplies	1,200	-	-	1,200
Fees for Service	65,900	500	9,200	75,600
Transfer to General for Salaries	-	30,000	117,000	147,000
Total Expenditures	67,100	30,500	126,200	223,800
Revenue over Expenditures	-	40,000	-	40,000



2021 Budget

FUND: 226 - Recycling Fund
DEPT/ACTIVITY/PROJECT: 43235 – Recycling Operations

DEPARTMENTAL PROFILE

Recycling Operations provide for the collection and disposal of recyclable waste. A grant from Anoka County provides partial funding for this service.

DEPARTMENTAL GOALS

Determine the appropriate role of the City in regard to the operation and funding of the recycling center.

REVENUE DETAILS

33600-County Grants
\$65,000

Anoka County reimbursement grant for recycling activities

34403-Recyclables Redeemed
\$2,000

The City receives revenue for receipts on its “recycling days” and users of the recycled oil receptacle are asked to donate for the service. All other revenues for aluminum, glass, newspaper, tin and glass are retained by various community groups.

EXPENDITURE DETAILS

307-Professional Services
\$46,500

Management fees for operating the recycling center.

Cedar East Bethel Lions: \$1,200 monthly to manage the Recycling Center and \$417.80 per month for drop off Saturday recycling.

Friemuth: Drop off Saturdays \$26,500

322-Postage/Delivery
\$1,500

Share of newsletter costs; delivery of recycled cardboard to the redemption center (all other recyclables’ transport costs are paid by the benefiting entity)

343-Other Advertising
\$1,000

Educational efforts to encourage participation in recycling efforts

381-Electric Utilities

\$1,600

Electrical service for the recycle building

382-Gas Utilities

\$2,000

Gas service for the recycle building

385-Refuse Removal

\$4,500

Disposal costs of non-recyclable waste left at the recycling center and from Coon Lake clean up day

402-Repairs/Maint Machinery/Equip

\$500

Repair/maintenance/replacement of equipment

403-Bldgs/Facilities Repair/Maint

\$6,900

Repair and maintenance service from outside vendors when city staff is unable to make repairs

415-Other Equipment Rentals

\$900

Rental of porta-potties at the recycling center

422-Auto/Misc Licensing Fees/Taxes

\$100

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Recycling						
	E 226-43235-101 Full-Time Employees Regular	24,410.69	21,592.10	9,119.60	16,000.00	-
	E 226-43235-102 Full-Time Employees Overtime	270.00	-	-	-	-
	E 226-43235-122 PERA-Coordinated Plan	1,848.62	1,668.44	735.09	1,200.00	-
	E 226-43235-125 FICA/Medicare	1,888.58	1,651.80	724.40	1,500.00	-
	E 226-43235-131 Cafeteria Contribution	-	2,982.00	990.00	3,000.00	-
	E 226-43235-126 Deferred Compensation	9.40	210.00	500.00	400.00	-
	E 226-43235-201 Office Supplies	114.00	-	-	100.00	100.00
	E 226-43235-219 General Operating Supplies	303.08	175.58	49.54	200.00	200.00
	E 226-43235-223 Bldg/Facility Repair Supplies	264.61	2,740.92	86.08	900.00	900.00
	E 226-43235-307 Professional Services Fees	40,574.84	46,486.23	29,826.73	30,000.00	46,500.00
	E 226-43235-322 Postage/Delivery	1,072.99	1,024.22	277.25	1,500.00	1,500.00
	E 226-43235-331 Travel Expenses	66.65	66.20	8.80	100.00	100.00
	E 226-43235-343 Other Advertising	570.00	-	-	1,000.00	1,000.00
	E 226-43235-351 Printing and Duplicating	284.57	209.33	57.50	-	300.00
	E 226-43235-381 Electric Utilities	1,487.95	1,272.86	1,051.78	1,600.00	1,600.00
	E 226-43235-382 Gas Utilities	1,043.41	1,093.30	854.10	2,000.00	2,000.00
	E 226-43235-385 Refuse Removal	3,045.26	4,321.55	4,503.34	4,500.00	4,500.00
	E 226-43235-402 Repairs/Maint Machinery/Equip	130.41	153.46	-	500.00	500.00
	E 226-43235-403 Bldgs/Facilities Repair/Maint	20,318.00	9,762.00	2,430.66	600.00	6,900.00
	E 226-43235-415 Other Equipment Rentals	895.00	842.50	810.00	900.00	900.00
	E 226-43235-422 Auto/Misc Licensing Fees/Taxes	-	21.29	21.30	100.00	100.00
		98,598.06	96,273.78	52,046.17	66,100.00	67,100.00



2021 Budget

FUND: 230 – Housing & Redevelopment Authority
DEPT/ACTIVITY/PROJECT: 23000 – Housing & Redevelopment

DEPARTMENTAL PROFILE

The City is authorized by Minnesota Statutes, Chapter 469.001 to 469.047(the ACT) to establish a Housing and Redevelopment Authority (HRA) to address;

- a) the shortage of decent, safe and sanitary dwelling accommodations available to persons of low and moderate income and their families at prices and amounts they can afford within the City of East Bethel;
- b) substandard, slum or blighted areas existing within the City of East Bethel which cannot be redeveloped without government assistance.

DEPARTMENTAL GOALS

The East Bethel Housing and Redevelopment Authority's purpose is to provide a sufficient supply of adequate, safe and sanitary dwellings to persons of low and moderate income.

EXPENDITURE DETAILS

434-Conferences/Training

\$500

Staff and Board members continued education

933-Transfer to City General Fund

\$30,000

Support Executive Director, Community Development Director, Finance Director, and Support Staff

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
HRA						
	E 230-23000-302 Architect/Engineering Fees	315.00	-	-		
	E 230-23000-303 Legal Fees	-	-	-	1,000.00	-
	E 230-23000-307 Professional Services Fees	4,100.00	-	-	-	-
	E 230-23000-322 Postage	-	-	-	100.00	-
	E 230-23000-331 Travel Expenses	-	-	-	100.00	-
	E 230-23000-342 Legal Notices	-	-	-	100.00	-
	E 230-23000-434 Conferences/Meetings	290.00	295.00	295.00	300.00	500.00
	E 230-23000-530 Improvements Other Than Bldgs	22,521.89	-	-		
	E 230-23000-933 Gen I Fund Reimb Transfers	25,000.00	27,000.00	28,000.00	28,000.00	30,000.00
	E 230-23000-935 Street Capital Transfers		100,000.00	-		
		52,226.89	127,295.00	28,295.00	29,600.00	30,500.00



2021 Budget

FUND: 232 – Economic Development Authority
DEPT/ACTIVITY/PROJECT: 23200 – Economic Development Authority

DEPARTMENTAL PROFILE: The EDA addresses the City’s need to proactively deal with economic development, housing, and redevelopment issues within the city. It is responsible for making presentations to the EDA and City Council to facilitate their decision making. It also includes direct interaction with the business community.

DEPARTMENTAL GOALS: The East Bethel EDA goals are to assist in increasing the amounts and types of services offered within the city, help restore blighted properties by encouraging redevelopment activities, achieve commercial development, encourage development of housing with the city that is safe, diverse, and gives residents affordable options to own a home.

EXPENDITURE DETAILS

107-Commission and Boards
\$1,500

307-Professional Services Fees
\$6,000
\$6,000 for Civic Plus Webhosting

331-Travel Expenses
\$100
Personal auto mileage and/or meal reimbursement while conducting EDA business

433-Dues and Subscriptions
\$1,600
Economic Development Association of Minnesota (EDAM) membership, EDAM annual conference, Ehler’s conference

933-Transfer to City General Fund
\$117,000
Support Executive Director, Community Development Director, and Support Staff

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
EDA						
	E 232-23200-107 Commissions and Boards	520.00	740.00	-	1,500.00	1,500.00
	E 232-23200-201 Office Supplies	-	-	-	-	-
	E 232-23200-303 Legal Fees	564.00	-	-	-	-
	E 232-23200-307 Professional Services Fees	7,063.06	9,440.79	7,032.61	6,000.00	6,000.00
	E 232-23200-331 Travel Expenses	-	129.94	-	400.00	100.00
	E 232-23200-342 Legal Notices	107.50	-	-	-	-
	E 232-23200-433 Dues and Subscriptions	725.00	222.50	-	700.00	1,600.00
	E 232-23200-434 Conferences/Meetings	649.95	2,564.59	-	-	-
	E 232-23200-933 Gen I Fund Reimb Transfers	103,500.00	107,000.00	111,000.00	111,000.00	117,000.00
	E 232-23200-935 Street Capital Transfers		70,000.00	-		
		113,129.51	190,097.82	118,032.61	119,600.00	126,200.00

City of East Bethel 2021 Debt Service Budget

Fund Description	2013 A	2008 A	2015A	2014A	Total
Fund Number	301	308	310	311	
Revenue					
Levy	128,500	65,000	580,000	331,000	1,104,500
Special Assessments		14,000	11,500		25,500
Interest Earned	1,000	100	1,500	6,000	8,600
Total Revenue	129,500	79,100	593,000	337,000	1,138,600
Expenditures					
Principal	110,000	125,000	130,000	180,000	545,000
Interest	19,500	7,000	374,500	171,175	572,175
Fiscal Agent Fees	1,500	1,500	1,500	1,500	6,000
Total Expenditures	131,000	133,500	506,000	352,675	1,123,175
Revenue over Expenditures	(1,500)	(54,400)	87,000	(15,675)	15,425

*2013A is the former 2005A bond--refinanced in 2013. These bonds were originally issued to fund a replacement fire station and warning sirens

*2008A were issued to fund the cost of the Castle Towers Wastewater Treatment Plant

*2015A is the former 2010A--refinanced in 2015. These were issued to fund construction of water/sewer infrastructure improvements

*2014A is the former 2010B--refinanced in 2014. These were issued to fund construction of water/sewer infrastructure improvements

City of East Bethel
Debt Service Schedule
Paying Agent

	Bond Trust Callable 2/1/21	US Bank Callable 2/1/18	Bond Trust Callable 5/1/25	Bond Trust Callable 2/1/23	Total
	2013A Feb/Aug	2008A Feb/Aug	2015A Feb/Aug	2014A Feb/Aug	
Original Principal	\$ 1,250,000	\$ 1,715,000	\$ 11,850,000	\$ 5,485,000	
	301	308	310	311	
Principal	110,000.00	125,000.00	130,000.00	180,000.00	545,000.00
Interest	19,350.00	6,260.00	374,500.00	171,175.00	571,285.00
Total 2021	129,350.00	131,260.00	504,500.00	351,175.00	1,116,285.00
Principal	110,000.00	10,000.00	180,000.00	185,000.00	485,000.00
Interest	16,050.00	3,525.00	368,300.00	165,700.00	553,575.00
Total 2022	126,050.00	13,525.00	548,300.00	350,700.00	1,038,575.00
Principal	115,000.00	10,000.00	150,000.00	200,000.00	475,000.00
Interest	12,675.00	3,055.00	361,700.00	159,925.00	537,355.00
Total 2023	127,675.00	13,055.00	511,700.00	359,925.00	1,012,355.00
Principal	120,000.00	10,000.00	205,000.00	200,000.00	535,000.00
Interest	9,150.00	2,585.00	354,600.00	154,575.00	520,910.00
Total 2024	129,150.00	12,585.00	559,600.00	354,575.00	1,055,910.00
Principal	120,000.00	10,000.00	235,000.00	210,000.00	575,000.00
Interest	5,550.00	2,115.00	345,800.00	149,337.50	502,802.50
Total 2025	125,550.00	12,115.00	580,800.00	359,337.50	1,077,802.50
Principal	125,000.00	10,000.00	290,000.00	220,000.00	645,000.00
Interest	1,875.00	1,645.00	335,300.00	143,425.00	482,245.00
Total 2026	126,875.00	11,645.00	625,300.00	363,425.00	1,127,245.00
Principal	-	10,000.00	350,000.00	225,000.00	585,000.00
Interest	-	1,175.00	324,250.00	137,025.00	462,450.00
Total 2027	-	11,175.00	674,250.00	362,025.00	1,047,450.00
Principal	-	10,000.00	420,000.00	230,000.00	660,000.00
Interest	-	705.00	312,700.00	130,200.00	443,605.00
Total 2028	-	10,705.00	732,700.00	360,200.00	1,103,605.00
Principal	-	10,000.00	480,000.00	245,000.00	735,000.00
Interest	-	235.00	299,200.00	122,462.50	421,897.50
Total 2029	-	10,235.00	779,200.00	367,462.50	1,156,897.50
Principal	-	-	555,000.00	255,000.00	810,000.00
Interest	-	-	283,675.00	113,712.50	397,387.50
Total 2030	-	-	838,675.00	368,712.50	1,207,387.50
Principal	-	-	665,000.00	265,000.00	930,000.00
Interest	-	-	264,959.38	104,612.50	369,571.88
Total 2031	-	-	929,959.38	369,612.50	1,299,571.88
Principal	-	-	750,000.00	280,000.00	1,030,000.00
Interest	-	-	242,850.01	95,075.00	337,925.01
Total 2032	-	-	992,850.01	375,075.00	1,367,925.01
Principal	-	-	770,000.00	295,000.00	1,065,000.00
Interest	-	-	218,618.76	85,012.50	303,631.26
Total 2033	-	-	988,618.76	380,012.50	1,368,631.26
Principal	-	-	790,000.00	310,000.00	1,100,000.00
Interest	-	-	193,268.76	74,425.00	267,693.76
Total 2034	-	-	983,268.76	384,425.00	1,367,693.76
Principal	-	-	815,000.00	320,000.00	1,135,000.00
Interest	-	-	166,678.13	62,600.00	229,278.13
Total 2035	-	-	981,678.13	382,600.00	1,364,278.13
Principal	-	-	840,000.00	255,000.00	1,095,000.00
Interest	-	-	138,750.00	51,100.00	189,850.00
Total 2036	-	-	978,750.00	306,100.00	1,284,850.00
Principal	-	-	860,000.00	265,000.00	1,125,000.00
Interest	-	-	110,062.50	40,700.00	150,762.50
Total 2037	-	-	970,062.50	305,700.00	1,275,762.50
Principal	-	-	885,000.00	280,000.00	1,165,000.00
Interest	-	-	80,062.50	29,800.00	109,862.50
Total 2038	-	-	965,062.50	309,800.00	1,274,862.50
Principal	-	-	910,000.00	295,000.00	1,205,000.00
Interest	-	-	48,650.00	18,300.00	66,950.00
Total 2039	-	-	958,650.00	313,300.00	1,271,950.00
Principal	-	-	935,000.00	310,000.00	1,245,000.00
Interest	-	-	16,362.50	6,200.00	22,562.50
Total 2040	-	-	951,362.50	316,200.00	1,267,562.50
Principal due 2021 to 2040	700,000.00	205,000.00	11,215,000.00	5,025,000.00	17,145,000.00
Interest due 2021 to 2040	64,650.00	21,300.00	4,840,287.54	2,015,362.50	6,941,600.04
Rates	3%	3.0 - 4.7%	3.0 - 4.0%	3.0 - 4.0%	

City of East Bethel
2021 Enterprise Fund Budget (Summary)

Fund Description	Water	Sewer	Arena	Total
Fund Number	601	602	615	
Revenue				
Sales	169,000	163,300	216,300	548,600
Penalties	1,000	1,000	-	2,000
Interest	5,000	2,000	3,000	10,000
Total Revenue	175,000	166,300	219,300	560,600
Expenditures				
Transfer to General Fund for Salaries	64,000	64,000	-	128,000
Supplies	9,200	3,500	6,500	19,200
Fees for Service	36,900	76,500	156,300	269,700
Total Current Expenditures	110,100	144,000	162,800	416,900
Net Cash (Inflow / Outflow)	64,900	22,300	56,500	143,700
Depreciation / Other Non Operating Expenses				
Depreciation	263,000	280,000	56,500	599,500
RCL Principal Balance Adjustment	-	414,000	-	414,000
Total Non-Current Expenditures	263,000	694,000	56,500	1,013,500
Total Expenditures	373,100	838,000	219,300	1,430,400
Net Income	(198,100)	(671,700)	-	(869,800)



2021 Budget

FUND: 601 - Water Fund
DEPT/ACTIVITY/PROJECT: 49401 – Water Utility Operations

DEPARTMENTAL PROFILE

Water Utility Operations provide for the distribution of water to customers, the provision of proper metering equipment to measure usage and the timely reading of meters to ensure accurate billing of customers. Currently, the City owns and operates two separate water systems from four municipal wells. Wells #3 and #4, along with the water treatment facility and water tower, service the southern portion of the city. Wells #1 and #2, along with the two pressure tanks, service the Whispering Aspen development.

DEPARTMENTAL GOALS

Provide adequate capacity, perform required maintenance and work to facilitate the orderly implementation of service to new residents.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its water operation. The water fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves in order to replace existing infrastructure as it becomes depreciated.

The typical water customer can be classified into two different categories—residential and commercial each with a fixed and variable component to the cost structure. There are currently 94 residential parcels and 27 (221 ERU’s) commercial parcels serviced by the City’s water system. All rates are chronicled below:

	2020	2021
RESIDENTIAL Whispering Aspen		
BASE CHARGE	\$18.77 PER MONTH	\$18.77 PER MONTH
USAGE CHARGES		
0 - 5,000 GALLONS PER MONTH	\$10.60 PER 1,000 Gallons	\$10.60 PER 1,000 Gallons
5,001 - 10,000 GALLONS PER MONTH	\$12.72 PER 1,000 Gallons	\$12.72 PER 1,000 Gallons
Over 10,000 GALLONS PER MONTH	\$15.26 PER 1,000 Gallons	\$15.26 PER 1,000 Gallons
COMMERCIAL / PHASE I		
BASE CHARGE	\$17.50 PER ERU/MONTH	\$17.50 PER ERU/MONTH
USAGE CHARGES		
0 – 5,000 GALLONS PER MONTH	\$3.50 PER 1,000 Gallons	\$3.50 PER 1,000 Gallons
5,001 to 10,000 GALLONS PER MONTH	\$3.80 PER 1,000 Gallons	\$3.80 PER 1,000 Gallons
Over 10,000 GALLONS PER MONTH	\$4.10 PER 1,000 Gallons	\$4.10 PER 1,000 Gallons

EXPENDITURE DETAILS

211-Cleaning Supplies

\$100

Cleaning agents for cleaning the lab and treatment room at the water plant

216-Chemicals and Chemical Products

\$3,000

Chemicals added to the water supply for health and safety purposes

217-Safety Supplies

\$100

Safety glasses and goggles, gloves, cones and barricades

223-Bldg/Facility Repair Supplies

\$500

Miscellaneous materials for repair and maintenance of the water building

227-Utility System Supplies

\$5,000

Water supply and distribution system; valve boxes, covers, extensions and castings; install 1 new fire hydrant

231-Small Tools & Minor Equip

\$500

Tools and equipment required for the daily operation of the water treatment and distribution facilities

307-Professional Services

\$1,200

Required periodic water testing; develop plans for a water filtration system

309-Information Systems

\$5,600

Metro-Inet support services – IT support, exchange email/calendar, wireless/wired network support and data center network

321-Telephone

\$4,800

Landline, security line, and DSL line at both Water Treatment plants

381-Electric Utilities

\$18,000

Utilities for the Water Plant/Whispering Aspen Community Center

382-Gas Utilities

\$2,00

Utilities for the Water Plant/Whispering Aspen Community Center

402-Repairs/Maintenance on Machinery/Equipment

\$1,800

Repair/maintenance/replacement of fire hydrants and other equipment

403-Buildings/Facilities Repair and Maintenance

\$1,000

General building repair items

421-Software Licensing

\$1,000

Banyon Utility Billing Software

434-Conferences and Meetings

\$1,000

Costs associated with annual re-certification of water licenses

481-Depreciation Expense

\$263,000

Specific items that will be depreciated are: Water mains, Wells #2/#3/#4, Water Treatment facility, Meters, Water Tower, Lateral lines, Water Stubs, Banyon Utility Software, and Utility Handheld Meter Reader

933-Transfer to City General Fund

\$64,000

Support Public Works Manager, Public Works Maintenance and Administration Staff

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Expenditures						
	E 601-49401-211 Cleaning Supplies	-	-	-	100.00	100.00
	E 601-49401-216 Chemicals and Chem Products	1,416.19	3,635.43	3,040.43	3,000.00	3,000.00
	E 601-49401-217 Safety Supplies	-	-	140.40	100.00	100.00
	E 601-49401-223 Bldg/Facility Repair Supplies	879.78	2,950.78	1,223.46	500.00	500.00
	E 601-49401-227 Utility Maint Supplies	8,984.01	23,297.91	15,987.10	5,000.00	5,000.00
	E 601-49401-231 Small Tools and Minor Equip	245.03	-	970.78	500.00	500.00
	E 601-49401-307 Professional Services Fees	620.00	620.00	625.00	1,200.00	1,200.00
	E 601-49401-309 Information Systems	4,465.27	4,223.75	4,013.81	4,600.00	5,600.00
	E 601-49401-321 Telephone	4,873.71	4,885.29	3,877.52	4,800.00	4,800.00
	E 601-49401-342 Legal Notices	32.25	32.25	-	200.00	200.00
	E 601-49401-381 Electric Utilities	17,601.79	17,229.52	15,326.78	14,000.00	18,000.00
	E 601-49401-382 Gas Utilities	2,241.15	1,887.56	1,683.79	1,500.00	2,000.00
	E 601-49401-402 Repairs/Maint Machinery/Equip	2,040.66	10,142.44	-	1,800.00	1,800.00
	E 601-49401-403 Bldgs/Facilities Repair/Maint	4,991.45	5,711.63	4,390.33	1,000.00	1,000.00
	E 601-49401-421 Software Licensing	990.00	985.00	790.00	600.00	1,000.00
	E 601-49401-422 Auto/Misc Licensing Fees/Taxes	313.82	208.03	202.26	300.00	300.00
	E 601-49401-434 Conferences/Meetings	950.00	870.00	900.00	1,000.00	1,000.00
	E 601-49401-481 Depreciation Expense	262,872.23	262,872.23	-	263,000.00	263,000.00
	E 601-49401-933 Gen I Fund Reimb Transfers	20,000.00	25,000.00	61,000.00	61,000.00	64,000.00
	Total Expenditures - Water Fund	333,517.34	364,551.82	114,171.66	364,200.00	373,100.00



2021 Budget

FUND: 602 - Sewer Fund
DEPT/ACTIVITY/PROJECT: 49451 – Sewer Utility Operations

DEPARTMENTAL PROFILE

Sewer Utility Operations provide for the collection of sanitary sewage through a system of gravity sewer lines, force mains, and lift stations with delivery to the Met Council Environmental Service Wastewater Treatment Facility.

DEPARTMENTAL GOALS

Provide adequate capacity to service customers and provide efficient collection of sanitary sewage.

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its sewer operation. The sewer fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves in order to replace existing infrastructure as it becomes depreciated.

The typical sewer customer can be classified into three different categories—residential, mobile and commercial each with a fixed and variable component to the cost structure. There are currently 94 residential parcels, 27 (221 ERU’s) commercial parcels and 1 mobile customer (roughly 189 mobile units) serviced by the City’s / MCES’s sewer system. The 2021 proposed sales revenue is based on no additions to the current customer base. All rates are chronicled below:

Residential / Commercial	2020	2021
BASE CHARGE PER ERU	\$6.30 PER MONTH	\$6.30 PER MONTH
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	\$6.70 PER 1,000 GALLONS
<i>(Residential based on water use during January)</i>		
Mobile Park	2020	2021
BASE CHARGE	\$1,190 PER MONTH	\$1,190 PER MONTH
USAGE CHARGE	\$6.70 PER 1,000 GALLONS	\$6.70 PER 1,000 GALLONS

EXPENDITURE DETAILS

217-Safety Supplies

\$500

Goggles, glasses, gloves, waders, vests, ear plugs and face shields

223-Buildings and Facilities Supplies

\$2,000

Repair materials to keep the sewer collection operational

227-Utility Maintenance Supplies

\$500

Sewer system and lift station degreasers and deodorizers and refrigerated sample supply storage unit required by the PCA

231-Small Tools and Minor Equipment

\$500

Various small tools; replacement of chemical feed pumps and regulators

307-Professional Services

\$35,000

MCES waste water treatment charges

2021 - \$35,000 Estimate per MCES

2020 - \$38,069

2019 - \$33,108

2018 - \$26,152

2017 - \$24,772

2016 - \$20,735

381-Electric Utilities

\$4,000

Utilities for the lift stations

403-Buildings/Facilities Repair and Maintenance

\$1,000

Repair services that cannot be performed in-house

421-Software Licensing

\$1,000

Banyon Utility Billing Software

434-Conferences and Meetings

\$500

Costs associated with annual re-certification of sewer license

481-Depreciation Expense

\$280,000

The specific items to be depreciated are: manholes, lateral lines, force mains, lift station, and gravity sewer lines

626-Reserve Capacity Loan Payment

\$449,000

The reserve capacity loan payment is equal to the MCES waste water treatment charges of \$35,000

The adjustment amount to the principal balance on the loan if the quota for SAC units is not reached is roughly \$414,000

933-Transfer to City General Fund

\$64,000

Support Public Works Manager, Public Works Maintenance Staff and Administration Costs

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Expenditures						
	E 602-49451-217 Safety Supplies	150.05	-	-	500.00	500.00
	E 602-49451-223 Bldg/Facility Repair Supplies	-	-	8.99	2,000.00	2,000.00
	E 602-49451-227 Utility Maint Supplies	-	-	-	500.00	500.00
	E 602-49451-231 Small Tools and Minor Equip	-	-	-	500.00	500.00
	E 602-49451-307 Professional Services Fees	26,152.68	33,108.60	34,896.40	38,000.00	35,000.00
	E 602-49451-381 Electric Utilities	3,093.72	3,059.02	2,379.63	4,000.00	4,000.00
	E 602-49451-403 Bldgs/Facilities Repair/Maint	6,775.00	9,854.90	6,219.10	1,000.00	1,000.00
	E 602-49451-421 Software Licensing	990.00	595.00	790.00	1,000.00	1,000.00
	E 602-49451-422 Auto/Misc Licensing Fees/Taxes	1,473.00	46.00	-	-	-
	E 602-49451-434 Conferences/Meetings	-	-	-	500.00	500.00
	E 602-49451-481 Depreciation Expense	279,416.29	279,416.29	-	280,000.00	280,000.00
	E 602-49451-626 Loan Payment	228,256.63	33,108.55	38,068.79	452,000.00	449,000.00
	E 602-49451-933 Gen I Fund Reimb Transfers	20,000.00	25,000.00	61,000.00	61,000.00	64,000.00
	Total Expenditures - Sewer Fund	566,307.37	384,188.36	143,362.91	841,000.00	838,000.00



2021 Budget

FUND: 615 - Arena Fund
DEPT/ACTIVITY/PROJECT: 49851 – Arena Operations

DEPARTMENTAL PROFILE

Arena Operations provides for the operation of the City’s ice arena.

DEPARTMENTAL GOALS

Maintain the exterior of the Arena; oversee and coordinate arena management activities; address deferred maintenance items at the facility; improve the financial performance of the Arena

USER FEE SUMMARY

The City of East Bethel utilizes an enterprise fund accounting system that isolates revenue and expenditures for its arena operation. Thus, the arena fund is supported through a set of user fees that are analyzed on an annual basis to ensure cash flow needs are being met and to begin building adequate reserves in order to replace existing infrastructure as it becomes depreciated.

The two primary users of the arena are the St. Francis Youth Hockey Association and St. Francis High School. The 2020 user rates are proposed to remain the same as 2020. All rates are chronicled below:

ICE ARENA	2020	2021
ICE ARENA ICE RENTAL - PRIME TIME	\$192/HR	\$192/HR
ICE ARENA ICE RENTAL - NON PRIME TIME	NEGOTIABLE	NEGOTIABLE
LOCKER ROOM RENTAL	\$7,500	\$7,500
ADVERTISING	NEGOTIABLE	NEGOTIABLE
DRY FLOOR EVENTS	NEGOTIABLE	NEGOTIABLE

EXPENDITURE DETAILS

211-Cleaning Supplies

\$1,000

Cleaning supplies for Arena

223-Buildings & Facilities Repair and Maintenance Supplies

\$3,000

Repair and maintain Arena sign, boards, bleachers, HVAC, etc.

307-Professional Services

\$85,000

Reimburse management labor expenses for contracted Arena personnel

309-Information Systems

\$1,000

Internet Service

381-Electric Utilities

\$32,000

Electricity needs of the Arena

382-Gas Utilities

\$15,000

Natural gas heating needs of the Arena

402-Repairs to Machinery

\$2,500

Potential repairs to the Zamboni and other equipment

403-Building & Facilities Repair and Maintenance Services

\$16,500

Outsourced facilities repair expense for repairs that cannot be performed by City/Arena employees

481-Depreciation

\$56,500

Depreciation on Arena and equipment

**City of East Bethel
2021 Final Budget**

	Account Description	2018 Actual	2019 Actual	2020 Actual through 10/31/20	2020 Budget	2021 Final Budget
Expenditures						
	E 615-49851-211 Cleaning Supplies	1,028.33	1,651.10	1,475.75	1,000.00	1,000.00
	E 615-49851-219 General Operating Supplies	1,258.51	1,918.75	1,339.50	4,000.00	2,000.00
	E 615-49851-223 Bldg/Facility Repair Supplies	3,240.84	600.49	395.69	5,000.00	3,000.00
	E 615-49851-231 Small Tools and Minor Equip	-	73.24	577.60	1,000.00	500.00
	E 615-49851-307 Professional Services Fees	83,237.50	85,723.90	64,810.00	82,000.00	85,000.00
	E 615-49851-309 Information Systems	900.00	900.00	750.00	1,000.00	1,000.00
	E 615-49851-321 Telephone	44.74	60.11	117.11	300.00	300.00
	E 615-49851-381 Electric Utilities	30,486.24	31,283.45	18,698.95	30,000.00	32,000.00
	E 615-49851-382 Gas Utilities	15,248.05	12,776.80	5,486.45	14,000.00	15,000.00
	E 615-49851-385 Refuse Removal	1,715.76	1,568.18	1,409.75	2,000.00	2,000.00
	E 615-49851-402 Repairs/Maint Machinery/Equip	641.25	2,731.77	-	2,500.00	2,500.00
	E 615-49851-403 Bldgs/Facilities Repair/Maint	57,646.03	69,071.11	11,091.25	16,500.00	16,500.00
	E 615-49851-422 Auto/Misc Licensing Fees/Taxes	195.53	1,992.79	195.54	500.00	500.00
	E 615-49851-433 Dues and Subscriptions	1,417.26	-	-	1,500.00	1,500.00
	E 615-49851-481 Depreciation Expense	59,930.98	56,561.97	-	59,500.00	56,500.00
	Total Expenditures - Arena	256,991.02	266,913.66	106,347.59	220,800.00	219,300.00



2021 Budget

FUND: 401 – Building Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40100 – Building Capital Projects

DEPARTMENTAL PROFILE

The Building Capital Projects Fund accounts for general capital projects involving general government facilities.

DEPARTMENTAL GOALS

Identify and prioritize projects that would benefit the City; ensure that improvements are done to City specifications and within budget.

REVENUE DETAILS

39201-General Fund Transfer
\$50,000

GENERAL GOVERNMENT FACILITY MANAGEMENT PLAN

City Hall / Senior Center

2241 221st Avenue NE
East Bethel, MN 55011

Fire Station #1

2751 Viking Blvd NE
East Bethel, MN 55092

Public Works / Fire Station #2

2375 221st Avenue NE
East Bethel, MN 55011

Fire Station #3

342 Forest Road
East Bethel, MN 55092



2021 Budget

FUND: 404 – Park Acquisition & Development Fund
DEPT/ACTIVITY/PROJECT: 40400 – Park Acquisition & Development

DEPARTMENTAL PROFILE

The Park Acquisition & Development Fund accounts for funds received from developers that are to be used for the acquisition/development of major park facilities.

DEPARTMENTAL GOALS

Identify and prioritize recreational opportunities that would benefit the residents of the City. The Fund is currently depleted due to the lack of development activity in the City.

Parks CIP
2021-2025
Funding Analysis

PARK ACQUISITION AND DEVELOPMENT FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2021 Beginning Balance	\$128,913			
Park Dedication Fees		\$50,000		\$178,913
Booster West Trail Segment			\$50,000	\$128,913
2021 Ending Balance				\$128,913
2022 Beginning Balance	\$128,913			
Park Dedication Fees		\$50,000		\$178,913
John Anderson Trail Segment			\$65,000	\$113,913
2022 Ending Balance				\$113,913
2023 Beginning Balance	\$113,913			
Park Dedication Fees		\$60,000		\$173,913
Booster West Ballfield Lights			\$130,000	\$43,913
2023 Ending Balance				\$43,913
2024 Beginning Balance	\$43,913			
Park Dedication Fees		\$60,000		\$103,913
Shade Structures for Booster West			\$50,000	\$53,913
2024 Ending Balance				\$53,913
2025 Beginning Balance	\$53,913			
Park Dedication Fees		\$60,000		\$113,913
Park Pavillion			\$40,000	\$73,913
2025 Ending Balance				\$73,913
TOTAL PARK ACQUISITION AND DEVELOPMENT FUND SOURCES AND USES		\$280,000	\$335,000	
Park Dedication Fees- Residential = 10% of land or cash not to exceed \$2,000 per lot. Commercial = 5% of land or cash not to exceed \$2,000 per acre.				



2021 Budget

FUND: 407 – Park Capital Fund
DEPT/ACTIVITY/PROJECT: 40700 – Park Capital Projects

DEPARTMENTAL PROFILE

The Park Capital Fund accounts for improvements to parks as part of the five-year plan Capital Improvement Plan.

DEPARTMENTAL GOALS

Implement improvements identified in the five-year plan within the authorized budget; complete improvements identified by the Parks Commission and approved by the Council.

REVENUE DETAILS

39201-General Fund Transfer
\$90,000
Budgeted transfer amount.

**Parks CIP
2021-2025
Funding Analysis**

PARK CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2021 Beginning Balance	\$57,926			
Transfer From General Fund		\$90,000		\$147,926
Booster West Playground Equipment			\$125,000	\$22,926
Misc Park Projects and Tree Planting			\$5,000	\$17,926
2021 Ending Balance				\$17,926
2022 Beginning Balance	\$17,926			\$17,926
Transfer From General Fund		\$95,000		\$112,926
Bonde Park Playground Replacement			\$35,000	\$77,926
Misc Park Projects and Tree Planting			\$5,000	\$72,926
2022 Ending Balance				\$72,926
2023 Beginning Balance	\$72,926			
Transfer From General Fund		\$100,000		\$172,926
Playground Replacment			\$35,000	\$137,926
Skateboard Equipment Booster West			\$80,000	\$57,926
Misc Park Projects and Tree Planting			\$5,000	\$52,926
2023 Ending Balance				\$52,926
2024 Beginning Balance	\$52,926			
Transfer From General Fund		\$100,000		\$152,926
Coon Lake Beach Playground Equipment & Skate Park			\$100,000	\$52,926
Misc Park Projects and Tree Planting			\$5,000	\$47,926
2024 Ending Balance				\$47,926
2025 Beginning Balance	\$47,926			
Transfer From General Fund		\$100,000		\$147,926
Project			\$45,000	\$102,926
Project			\$45,000	\$57,926
Misc Park Projects and Tree Planting			\$5,000	\$52,926
2025 Ending Balance				\$52,926
TOTAL PARK CAPITAL FUND SOURCES AND USES		\$485,000	\$490,000	



2021 Budget

FUND: 402 – MSA Street Construction Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

The MSA Street Construction Fund accounts for amounts received from the State to improve State Aid roads in the City of East Bethel.

DEPARTMENTAL GOALS

Procure and efficiently spend funds received to improve State Aid routes.

**Street Capital Projects
2021-2025
Funding Analysis**

MUNICIPAL STATE AID FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2021 Beginning Balance	\$201,203			
Municipal State Aid Funding		\$645,918		\$847,121
181st Ave Reconstruction			\$420,000	\$427,121
186 Ave to Viking Blvd. Service Road			\$650,000	-\$222,879
2021 Ending Balance				
2022 Beginning Balance	-\$222,879			
Municipal State Aid Funding		\$645,918		\$423,039
Davenport St Reconstruction			\$650,000	-\$226,961
2022 Ending Balance				-\$226,961
2023 Beginning Balance	-\$226,961			
Municipal State Aid Funding		\$645,918		\$418,957
University Ave Reconstruction			\$450,000	-\$31,043
2023 Ending Balance				-\$31,043
2024 Beginning Balance	-\$31,043			
Municipal State Aid Funding		\$645,918		\$614,875
MSA Project			\$600,000	\$14,875
2024 Ending Balance				\$14,875
2025 Beginning Balance	\$14,875			
Municipal State Aid Funding		\$645,918		\$660,793
MSA Project			\$500,000	\$160,793
2025 Ending Balance				\$160,793
TOTAL MUNICIPAL STATE AID FUND SOURCES & USES		\$3,229,590	\$3,270,000	
<p>Note: MSA Funding can be "Advanced Funded" to met certain requirements. The City can advance fund up to 4 times the construction allotment or \$3,000,000 whichever is less A negative balance is not an indication of too many projects. It simply means the City has anticipated numerous projects and can fund this within the regulations identified by MN DOT.</p>				



2021 Budget

FUND: 406 – Street Capital Project Fund
DEPT/ACTIVITY/PROJECT: 40600 – Street Capital Projects

DEPARTMENTAL PROFILE

The Street Capital Projects Fund accounts for amounts used for street improvement projects including reconditioning and overlays.

DEPARTMENTAL GOALS

Identify and prioritize street project needs of the City; ensure that improvements are done to City specifications and within budget; complete improvements identified by the Roads Commission and approved by the Council.

REVENUE DETAILS

39201-General Fund Transfer
\$475,000
Budgeted transfer amount

**Street Capital Projects
2021-2025
Funding Analysis**

STREET CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2021 Beginning Balance	\$423,264			
Transfer from General Fund		\$475,000		\$898,264
Central Avenue Assessments		\$31,000		\$929,264
189th Avenue Assessments		\$34,500		\$963,764
Fillmore Street Assessments		\$3,000		\$966,764
JPA Projects			\$200,000	\$766,764
Sunset Drive-reclaim and pave			\$250,000	\$516,764
183rd Ave-overlay			\$200,000	\$316,764
2021 Ending Balance				\$316,764
2022 Beginning Balance	\$316,764			
Transfer from General Fund		\$475,000		\$791,764
Central Avenue Assessments		\$31,000		\$822,764
189th Avenue Assessments		\$34,500		\$857,264
Fillmore Street Assessments		\$3,000		\$860,264
JPA Projects			\$200,000	\$660,264
Shenandoah Ridge and Shawnee Woods-overlay			\$160,000	\$500,264
Pine Grove Estates-overlay			\$125,000	\$375,264
2022 Ending Balance				\$375,264
2023 Beginning Balance	\$375,264			
Transfer from General Fund		\$500,000		\$875,264
Central Avenue Assessments		\$31,000		\$906,264
189th Avenue Assessments		\$34,500		\$940,764
Fillmore Street Assessments		\$4,000		\$944,764
JPA Projects			\$200,000	\$744,764
Anderson Lakes-overlay			\$175,000	\$569,764
2023 Ending Balance				\$569,764
2024 Beginning Balance	\$569,764			
Transfer from General Fund		\$500,000		\$1,069,764
Central Avenue Assessments		\$31,000		\$1,100,764
189th Avenue Assessments		\$34,500		\$1,135,264
Fillmore Street Assessments		\$3,000		\$1,138,264
JPA Projects			\$200,000	\$938,264
Overlay Project			\$450,000	\$488,264
2024 Ending Balance				\$488,264
2025 Beginning Balance	\$488,264			
Transfer from General Fund		\$500,000		\$988,264
Central Avenue Assessments		\$31,000		\$1,019,264
189th Avenue Assessments		\$34,500		\$1,053,764
Fillmore Street Assessments		\$3,000		\$1,056,764
JPA Projects			\$200,000	\$856,764
Overlay Project			\$450,000	\$406,764
2025 Ending Balance				\$406,764
Total Street Capital Fund Sources and Uses		\$2,793,500	\$2,810,000	

2021 Budget



FUND: 701 – Equipment Replacement Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Equipment Replacement Operations provide for the systematic funding and acquisition of major pieces of equipment necessary for City operations. Accordingly, individual department budgets will not fluctuate based on equipment acquisition activities allowing for better long-term financial analyses, benchmarking and comparisons.

DEPARTMENTAL GOALS

Compare the current and future equipment needs of the City with the current equipment inventory; set up a funding plan to ensure that these equipment needs can be met without borrowing by establishing annual departmental funding requirements that ensure funds availability when equipment is no longer economically viable.

REVENUE DETAILS

39201-General Fund Allocation
\$280,000

Equipment Replacement					
Equipment Purchase Schedule					
	Inspection	Parks	Streets	Fire	Total
2021 Purchases					
ASPHALT TRUCK - REFURBISHED			50,000.00		
VAC/JETTER TRUCK - REFURBISHED			60,000.00		
FORD ESCAPE *Scheduled for 2020	20,000.00				
Total					130,000.00
2022 Purchases					
SINGLE AXLE PLOW TRUCK, BOX, PLOW, WING, SANDER			200,000.00		
Z TRACK MOWER 997		17,500.00			
Z TRACK MOWER 937		12,000.00			
JOHN DEERE 1600 MOWER		50,000.00			
BOAT, MOTOR and TRAILER				25,000.00	
Total					304,500.00
2023 Purchases					
SINGLE AXLE PLOW TRUCK, BOX, PLOW, WING, SANDER			205,000.00		
FELLING 18FT TRAILER			12,000.00		
SKIDSTEER (recycling center-used)		25,000.00			
VEMEER WOOD CHIPPER (Scheduled for 2012)		30,000.00			
Total					272,000.00
2024 Purchases					
TI90 Bobcat with Loader			55,000.00		
JOHN DEERE TRACTOR (ADDITION)		75,000.00			
Total					130,000.00
2025 Purchases					
SINGLE AXLE PLOW TRUCK, BOX, PLOW, WING, SANDER			210,000.00		
SWEEPER/VAC TRUCK			180,000.00		
FORD F-350 4X4		40,000.00			
LANDPRIDE 3 POINT MOWER		17,000.00			
Total					447,000.00
2026 - 2029 Purchases					
SKIDSTEER W/ BUCKET			55,000.00		
LOADER/BUCKET SNOW PLOW/WING			200,000.00		
EXCAVATOR			80,000.00		
FORD F-450 1.5 TON CHASSIS TRUCK, BOX AND PLOW			60,000.00		
JOHN DEERE TRACTOR		88,000.00			
FORD F-150 4X4			35,000.00		
FIRE TANKER APPARATUS REFURBISH				30,000.00	
FORD F-550 - MINI PUMPER REFURBISH (R-21)				40,000.00	
FORD F-550 - MINI PUMPER REFURBISH (R-11)				45,000.00	
Total					633,000.00
2030 - 2034 Purchases					
FINISHING MOWER		17,000.00			
FELLING 18 FT TRAILER			12,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			220,000.00		
FREIGHTLINER, DUMP BODY, HOIST, PLOW, WING SANDER			225,000.00		
FORD F-450 1.5 TON CHASSIS TRUCK, BOX AND PLOW			70,000.00		
PICK UP			26,000.00		
FORD 4X4 1T PU - GRASS RIG				75,000.00	
Total					645,000.00
2035 & Beyond Purchases					
VACTOR TRUCK			300,000.00		
TANDEM AXLE DUMP TRUCK, PLOW, HOIST, SANDER			250,000.00		
FIRE TANKER APPARATUS				300,000.00	
SPARTAN 6 MAN CAB - 1250 PUMPER				400,000.00	
FORD F-550 - MINI PUMPER				375,000.00	
FORD 550 QUICK ATTACK WITH PUMPER				380,000.00	
FOUR DOOR UTILITY PICK UP TRUCK				75,000.00	
SPARTAN 6 MAN CAB - 1250 PUMPER				500,000.00	
FORD ESCAPE 4X4	25,000.00				
FORD ESCAPE 4X4	25,000.00				
CHIEF'S AUTO				35,000.00	
Total					2,665,000.00
Total Scheduled Purchases	70,000.00	371,500.00	2,505,000.00	2,280,000.00	5,226,500.00



2021 Budget

FUND: 702 – Compensated Absences Fund
DEPT/ACTIVITY/PROJECT: Multiple

DEPARTMENTAL PROFILE

Compensated Absences Fund provides for the funding of the City's obligation of earned but unused vacation and sick pay benefits. These benefits are payable only upon employees' severance from employment.

DEPARTMENTAL GOALS

Compare each employee's accrued obligation on an annual basis and expense any increase to individual departments. Consequently, the period in which the services are rendered incurs the expense. Individual department budgets will not fluctuate based on employees separation from employment and the accumulation of these benefits.

REVENUE DETAILS

39201-Transfer from General Fund

\$0

To be determined when liability is calculated at year end.

EXPENDITURE DETAILS

Determined when employee separates from City service.