



# CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

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## OPEN COUNCIL WORK SESSION

MUNICIPAL CENTER LOBBY CONFERENCE ROOM

MONDAY, AUGUST 12, 2019

5:00 P.M.

1. Roll Call
2. Review and Approve the OCWS Agenda
3. Review the Regular Meeting Consent Agenda
4. Agenda Item(s)
  - A. Thompson Oaks Wetland Restoration Project Update

Documents:

[COUNCIL REPORT - OCWS THOMPSON OAKS WETLAND RESTORATION PROJECT UPDATE.PDF](#)

- B. 2020 Fee Schedule

Documents:

[COUNCIL REPORT - OCWS FEE SCHEDULE.PDF](#)  
[2020 PROPOSED FEE SCHEDULE.PDF](#)

- C. 2020-2021 Preliminary Budget Discussion

Documents:

[COUNCIL REPORT - OCWS-2020-21 PRELIMINARY BUDGET DISCUSSION.PDF](#)  
[PRELIMINARY BUDGET 8.12.19.PDF](#)  
[EXPENSE CHART COMPARISON.PDF](#)  
[BUSINESS SUBSIDY.PDF](#)  
[TAX LEVY BREAKDOWN-2.PDF](#)  
[HISTORICAL ALL BUDGETS.PDF](#)

5. Adjourn

*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting*

[www.wspmn.gov](http://www.wspmn.gov) EOE/AA



To: **Mayor and City Council**  
Through: **Ryan Schroeder, City Manager**  
From: **Ross Beckwith, Public Works & Parks Director/City Engineer**  
Date: **August 12, 2019**

## **Thompson Oaks Wetland Restoration Project Update**

### **BACKGROUND INFORMATION:**

The City and County are working on a design of a wetland and water quality project on the Thompson Oaks Golf Course parcel in connection with the redevelopment of property that includes a portion of the River to River Greenway. The overall project scope is to address water quality and quantity issues to the Mississippi River. Improvements include, but are not limited to, the existing storm water pond on City property north of the Wentworth Library and former wetland within the property.

### **FISCAL IMPACT:**

Funding for the improvements is proposed to be procured via a variety of local and state grant funds, in addition to local City and County matching funds.

### **STAFF RECOMMENDATION:**

Dakota County staff will provide an overview of the project and look for feedback from City Council.

To: **Mayor and City Council**  
Through: **Ryan Schroeder, City Manager**  
From: **Char Stark, Finance Director**  
Date: **August 12, 2019**

## **2020 Proposed Fee Schedule**

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### **BACKGROUND INFORMATION:**

Attached is the 2020 Proposed Fee Schedule. The changes are shown in red in the attached spreadsheet. A fee increases in the schedule for Council to consider.

Life time pet license a small increase as the goal is to get more citizens to be in compliance.  
Drain Pipe Work in Easement or Right of Way (ROW)  
Utility Rates per the Utility Rate Study

### **FISCAL IMPACT:**

		<b>Amount</b>
<b>Fund:</b>		
<b>Department:</b>		
<b>Account:</b>		

### **STAFF RECOMMENDATION:**

OCWS discussion on the increases. Upon consensus, I will move this schedule to the August 26<sup>th</sup> Council meeting for approval.

West St. Paul-2020 Proposed Fees

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
<b>BUSINESS LICENSE FEES</b>					
<b>Liquor, Wine &amp; Beer:</b>					
<b>Intoxicating Liquor</b>					
Off-Sale (MS 340A.408 Subd 3 (a)(3)) *	380.00	380.00	-	1,400.00	100.00
On-Sale (MS 340A.408 Subd 2 (a)(b))					
Category 1	7,500.00	7,500.00	-	1,400.00	100.00
Category 2 (formerly tavern)	7,500.00	7,500.00	-	1,400.00	100.00
On-Sale Installment Option					
Due December 15	3,750.00	3,750.00	-		
Due June 15 (includes \$25 Admin Fee)	3,775.00	3,775.00	-		
On-Sale Outside Service	205.00	205.00	-	100.00	100.00
Sunday Sale (MS 340A.408) *	200.00	200.00	-	100.00	100.00
On-Sale Temporary - per application	25.00	50.00	25.00	100.00	-
Wine (MS 340A.408 Subd 2©)	1,475.00	1,500.00	25.00	1,400.00	100.00
<b>3.2% Malt Liquor</b>					
Off-Sale	128.00	128.00	-	100.00	100.00
On-Sale	500.00	500.00	-	100.00	100.00
On-Sale Outside Service	205.00	205.00	-	100.00	100.00
On-Sale Temporary*	25.00	25.00	-	100.00	-
On-Sale Temporary Outside Service *	25.00	25.00	-	100.00	-
<b>Brewpub/Taproom</b>					
Off-Sale (Growler sale-refillable container)	200.00	200.00	-	100.00	100.00
On-Sale	500.00	500.00	-	100.00	100.00
Cocktail Room	500.00	500.00	-	100.00	100.00
Temporary Off-sale Wine*	25.00	50.00	25.00	100.00	-
Culinary Class limited On-sale*	25.00	50.00	25.00	100.00	-
<b>A 10% surcharge may be applied for provisional or conditional liquor, wine or beer licenses</b>					
* per application					
<b>Special Events</b>					
Consumption and Display Permit (Annual)	300.00	300.00	-	100.00	100.00
Consumption and Display Permit (One-Day)	25.00	25.00	-	100.00	-
Live Entertainment (Annual)	350.00	350.00	-	100.00	100.00
Live Entertainment (Additional, Similar Events)	50.00	50.00	-	100.00	100.00
Live Entertainment (Additional, but Significantly Different Events)^	150.00	150.00	-	100.00	100.00
^ events requiring staff to revisit site					
<b>Amusement &amp; Amusement Devices:</b>					
Carnival - per week	2,750.00	2,750.00	-	135.00	100.00
Gambling (MS 349.213)					
Gambling - annual license *	NA	NA		100.00	100.00
Gambling - one day license *	NA	NA		25.00	25.00
<b>Commercial &amp; Service Activities:</b>					
Adult Use (Sexually-Oriented Business)	7,250.00	7,250.00	-	1,450.00	100.00
<i>Massage Therapy</i>					
Business	95.00	95.00	-	150.00	100.00
Personal	95.00	95.00	-	150.00	100.00
Pawnbroker	7,100.00	7,100.00	-	1,450.00	100.00
<b>Pawn Transaction Fees</b>					
Modem Transmissions	2.00	2.00	-		
Manual Transmissions	5.00	5.00	-		
<i>Peddlers, Solicitors and Transient Merchants</i>					
License	95.00	95.00	-	135.00	100.00
Registration	85.00	85.00	-		
Photo ID Badge	14.00	14.00	-		
Precious Metals Dealer	1,925.00	1,925.00	-	175.00	100.00
Rubbish Hauler (commercial and residential)	625.00	625.00	-		
Truck Sticker	50.00	50.00	-		
Roll Off Sticker	50.00	50.00	-		
Second Hand Dealer	280.00	280.00	-		
Tattoo/Body Art - Business	1,925.00	1,925.00	-	135.00	100.00
Firework Sales					

Adopted on 4/22/201

Adopted on 4/22/201

Adopted on 4/22/201

Adopted on 4/22/201

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
Permit (MS624.20-624.25) *	25.00	25.00	-		
Inspection Fee (goes to SMFD)	75.00	75.00	-		
Tobacco	500.00	500.00	-	1,400.00	100.00

**Building, Construction, Mechanical and Related Trades:**

**Motor Vehicle Related Business:**

Motor Vehicle Sales and Rentals	92.00	92.00	-		
Motor Vehicle Related Business	92.00	92.00	-		
New & Used Motor Vehicle Dealer/Broker	180.00	180.00	-		

**Residential Rental License**

Residential Rental Dwellings					
Residential Rental Dwellings - per Unit > 1					
Category A					
Base Fee	35.00	35.00	-	100.00	
Per Unit	8.00	8.00	-		
Category B					
Base Fee	40.00	40.00	-	100.00	
Per Unit	10.00	10.00	-		
Category C					
Base Fee	50.00	50.00	-	100.00	
Per Unit	15.00	15.00	-		
Late Payment of Application Fee					
Rental Housing Inspection					
Base Fee	150.00	150.00	-		
Per Unit	20.00	20.00	-		
Reinspection	50.00	50.00	-		

**Other Businesses:**

Courtesy Benches - each	35.00	35.00	-		
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**NON-BUSINESS LICENSE FEES**

**Animals:**

Cats-Life Time	20.00	30.00	10.00		
Spayed or Neutered	15.00	25.00	10.00		
Duplicate License	2.00	5.00	3.00		
Dogs-Life Time	20.00	30.00	10.00		
Spayed or Neutered	15.00	25.00	10.00		
Duplicate License	2.00	5.00	3.00		
Potentially Dangerous Animal	210.00	210.00	-		
Dangerous Animal (including warning symbol and tag)	420.00	420.00	-		
Exotic Animal Permit	200.00	200.00	-		
Special Permit - Exceeding Number of Animals Allowed	200.00	200.00	-		
Renewal of Special Permit-Exceeding Number of Animals Allowed	100.00	100.00	-		
Animal Impoundment - plus boarding fees (by contract)	25.00	25.00	-		

**Building Permits:**

For all Building Permits the City follows the MN Statute 326B.153 Building Permit Fee Schedule (includes general contracting, sheetrock, fences, and parking lots)					
Residential Contractor License Verification	5.00	5.00	-		
Contractor Lead Certification Verification	5.00	5.00	-		
Investigation Fee: equal to the value based permit fee			-		
Residential Roofing permit (Fixed fee + St. Surcharge)	95.00	95.00	-		
Residential Window permit (Fixed fee + St. Surcharge)	95.00	95.00	-		

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
Residential Siding permit (Fixed fee + St. Surcharge)	95.00	95.00	-		
Penalty for Working without a Permit	Permit Fee Doubles	Permit Fee Doubles			
<b>State Surcharge - Value Based Permits:</b>					
\$1,000,000 or less - Valuation x .0005 (50 cents per \$1000)					
\$1,000,001 to \$2,000,000 - \$500 + .0004 x (value - \$1,000,000)					
\$2,000,001 to \$3,000,000 - \$900 + .0003 x (value - \$2,000,000)					
\$3,000,001 to \$4,000,000 - \$1200 + .0002 x (value - \$3,000,000)					
\$4,000,001 to \$5,000,000 - \$1,400 + .0001x (value - \$4,000,000)					
Greater than \$5,000,000 - \$1,500 + .00005 x (value - \$5,000,000)					
<b>State Surcharge - Fixed Fee Permits:</b>					
Permit fee less than \$10,000	1.00	1.00	-		
Permit fee more than \$10,000 fee x .0005					
<b>Plumbing Permits:</b>					
<b>Commercial</b>					
Greater of 1.5% of total value of work or minimum \$50 fee (plus the state surcharge as required)	min 50.00	min 50.00	-		
<b>Residential</b>					
For <b>existing buildings</b> there will be a base fee of \$50 (plus the state surcharge of \$5) - this includes on fixture. Each additional fixture will add \$10 for the fee.					
Plumbing Fixtures - each	10.00	10.00	-		
For <b>new single family dwelling</b> there will be a flat fee of \$200 (plus the state surcharge of \$5)					
Minnesota State Surcharge As Required					
<b>Mechanical Permits:</b>					
<b>Commercial</b>					
HVAC - Commercial Project					
Greater of 1.5% of total value of work or minimum \$50 fee	min 50.00	min 50.00	-		
<b>Residential</b>					
New Single Family Dwelling HVAC Systems	200.00	200.00	-		
Furnace	50.00	50.00	-		
Air Conditioner	50.00	50.00	-		
Boiler	50.00	50.00	-		
In Floor Heat	50.00	50.00	-		
Air Exchanger	50.00	50.00	-		
Fireplace	50.00	50.00	-		
Garage Heater / Unit Heater	50.00	50.00	-		
Exhaust Fans	50.00	50.00	-		

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
Radon System	50.00	50.00	-		
Heat Pump	50.00	50.00	-		
Duct Work Only / Duct Extension	50.00	50.00	-		
Energy Recovery Ventilator	50.00	50.00	-		
Gas Appliance	50.00	50.00	-		
Miscellaneous / Other	50.00	50.00	-		
Gas Piping	25.00	25.00	-		

**Electrical Permits:**

**Electrical Permits:**

Service/Power Supply 0-400 Amp	40.00	40.00	-		
Service/Power Supply 401-800 Amp	67.00	67.00	-		
Service/Power Supply Over 800 Amp	112.75	112.75	-		
New/Extend Circuits up 200 Amp - each	7.10	7.10	-		
New/Extend Circuits above 200 Amp - each	17.50	17.50	-		
Multi-Family Units Up To 10 Circuits 2 Inspections (\$40 per inspection)	80.00	80.00	-		
<b>Reattachment of Electrical Components (Multiples)</b>			-		
Each unit has PID & Separate Service - each	40.00	40.00	-		
Building has 1 PID & 1 Service - base & each	40.00	40.00	-		
Building has 1 PID & 1 Service - each	23.00	23.00	-		
Street or Parking Lot Light Standards - each	5.75	5.75	-		
Transformer Up To 10 KVA - each	17.00	17.00	-		
Transformers Above 10 KVA - each	34.00	34.00	-		
Outdoor Signs/Outline Power Supply/Electric & LED Signs/Transformers Power Supplies - each	6.05	6.05	-		
Carnivals/Fairs/Transient Projects Minimum Plus Power Supplies & Units	174.00	174.00	-		
Special Inspection Fee - Per Trip	40.00	40.00	-		
<b>OVER 250 VOLTS</b>					
Service/Power Supply 0-400 Amp	80.00	80.00	-		
Service/Power Supply 401-800 Amp	134.00	134.00	-		
Service/Power Supply Over 800 Amp	225.50	225.50	-		
New/Extend Circuits up 200 Amp - each	14.20	14.20	-		
New/Extend Circuits above 200 Amp - each	35.00	35.00	-		
Tech Circuits/Fire & Temp Control/Alarm Communication Remote Control/Signal Circuits (0-50 V) - each	0.95	0.95	-		
Commercial Remodels Min of 2 Inspections	80.00	80.00	-		
Commercial Remodels With Ceiling 3 Inspections	120.00	120.00	-		
Separate Bonding Inspections For Swimming Pools & Equipotential Planes - Per Trip	40.00	40.00	-		
Furnace/Air Conditioner or Combination - Per Trip	40.00	40.00	-		
Luminaire Retrofit Modifications - Per Fixture	0.32	0.32	-		
Concrete-Encased Electrode Inspection - Per Trip	40.00	40.00	-		
Investigative \$78 Total Fee Doubled, Whichever Is Greater up to \$1,000	78.00	78.00	-		
Permit Fee Minimum per Inspection	40.00	40.00	-		
State Surcharge	1.00	1.00	-		

**Sign Permits:**

Temporary Signs per permit	25.00	25.00	-		
Other Signs-value based					

**PLANNING, ZONING AND COMMUNITY DEVELOPMENT FEES**

**Zoning Request:**

Rezoning					
Fee	325.00	325.00	-		
Escrow Deposit	800.00	800.00	-		
Variance					
Residential - Fee	100.00	100.00	-		
Residential - Escrow Deposit (single variance)	400.00	400.00	-		
Residential - Escrow Deposit (multiple variance)	500.00	500.00	-		
Commercial - Fee	200.00	200.00	-		
Commercial - Escrow Deposit (single variance)	600.00	600.00	-		
Commercial - Escrow Deposit (multiple variance)	700.00	700.00	-		
Interim Use Permit					



Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
Fee	175.00	175.00	-		
Conditional Use Permit					
Residential - Fee	275.00	275.00	-		
Residential - Escrow Deposit	400.00	400.00	-		
Commercial - Fee	275.00	275.00	-		
Commercial - Escrow Deposit	800.00	800.00	-		
Proposed Preliminary Plat - Fee	275.00	275.00	-		
Preliminary Plat - Fee (add'l per lot)	2.00	2.00	-		
Preliminary Plat - Escrow Deposit (1-2 lots)	600.00	600.00	-		
Preliminary Plat - Escrow Deposit (3+ lots)	1,600.00	1,600.00	-		
Vacation of Rights of Way - Fee	175.00	175.00	-		
Special Meetings of the Planning Commission	275.00	275.00	-		
Site Plan Approval - Fee	275.00	275.00	-		
Site Plan Approval - Escrow Deposit	1,300.00	1,300.00	-		
Zoning Letter					
Standard	100.00	100.00	-		
Detailed	200.00	200.00	-		
<b>PARKS &amp; RECREATION FEES</b>					
Park Dedication Fees:					
Commercial, per acre	12,500.00	12,500.00	-		
Industrial, per acre	12,500.00	12,500.00	-		
Residential - lesser of 8% of mv or:					
R1, per unit	3,000.00	3,000.00	-		
R2, per unit	2,500.00	2,500.00	-		
R3, per unit	2,250.00	2,250.00	-		
PUD (amount based on actual usage)					
<b>Regional Athletic Center (Sports Dome):</b>					
<b>November - April</b>					
Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm)					
Field 1, per hour	180.00	180.00	-		
Field 2, per hour	180.00	180.00	-		
Field 3, per hour	155.00	155.00	-		
Late Night - after 10 pm, any day, any field, per hour	100.00	100.00	-		
<b>May - October</b>					
Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm)					
Fields 1 and 2 together, per hour	77.00	77.00	-		
Field 3, per hour	26.00	26.00	-		
*All other times - rates may be adjusted per contract or for seasonal marketing purposes					
Batting Cages, per hour (1 batting cage is included with field rates above)	30.00	30.00	-		
<b>Ice Arena</b>					
Ice Arena (per hour + tax)	205.00	205.00	-		
Multi Purpose – 2 hr. minimum					
Two Hours - Resident	20.00	20.00	-		
Two Hours - Non-Resident	30.00	30.00	-		
Each Add'l Hour	5.00	5.00	-		
Damage Deposit	50.00	50.00	-		
<b>Softball</b>					
<b>Leagues</b>					
Fast pitch					
Fast pitch - Non-Resident add'l	100.00	100.00	-		
Slow-pitch (E)					
Slow-pitch (E) Non-Resident add'l	100.00	100.00	-		
Slow-pitch (C/D)					
Slow-pitch (C/D) Non-Resident add'l	100.00	100.00	-		
<b>Fields</b>					

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
<b>Tournaments</b>					
One Day	300.00	300.00	-		
Weekend	550.00	550.00	-		
Per hour , any field	35.00	35.00	-		
Lights at Sports Complex	50.00	50.00	-		
<b>Picnic Shelters</b>					
<b>Marthaler and Garlough</b>					
Resident Full Day (plus tax)	80.00	80.00	-		
Non-Resident Full Day (plus tax)	100.00	100.00	-		
<b>Harmon Park Neighborhood Center</b>					
Resident per hour (plus tax)	50.00	50.00	-		
Non-Resident per hour (plus tax)	60.00	60.00	-		
Non-Profit, per hours (plus tax)	30.00	30.00	-		
Alcohol Add-on Fee	50.00	50.00	-		
<b>Oakdale, Southview, &amp; Sports Complex</b>					
Resident per hour (plus tax)	40.00	40.00	-		
Non-Resident per hour (plus tax)	50.00	50.00	-		
<b>Thompson Park Activity Center</b>					
Resident per hour (plus tax)	50.00	50.00	-		
Non-Resident per hour (plus tax)	60.00	60.00	-		
Non-Profit, per hours (plus tax)	30.00	30.00	-		
Alcohol Add-on Fee	50.00	50.00	-		
<b><u>NOTE: Park Shelter fees are waived for donation military service organizations and may be waived for other non-profit organizations at the City Manager's discretion</u></b>					
<b>WSPYAA Youth Sports</b>					
<b>Youth Sports (All Organized Local Youth Sports Clubs)</b>					
<b>Tournaments</b>					
Football/Soccer - per weekend	225.00	225.00	-		
Baseball/Softball - per weekend	350.00	350.00	-		
<b>Individual Fees</b>					
Baseball/Softball (Per player per season)	7.00	7.00	-		
Football/Soccer (Per player per season)	7.00	7.00	-		
<b>Concession Fees</b>					
Ice Arena, per month	230.00	230.00	-		
Sports Complex, per month	230.00	230.00	-		
Harmon Park	230.00	230.00	-		
<b>Horseshoe League</b>					
Resident Fee - per member	20.00	20.00	-		
Non-Resident Fee - per member	30.00	30.00	-		
<b>PUBLIC WORKS FEES</b>					
<b>Right-of-way permits:</b>					
General Work in Right-of-Way (up to 500-ft) - after 500-ft, \$0.20/ft.	150.00	150.00	-		
Right-of-Way Obstruction	55.00	55.00	-		
Delay Penalty for ROW Permit/per day fee	50.00	50.00	-		
<b>Pipes:</b>					
Exterior Drain Pipe Work on Private Property:					
Permit - each	55.00	55.00	-		
House drain connections from building to property line, including clean-out(s) - each 100 ft.	30.00	30.00	-		

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
Manholes and Catch Basins	30.00	30.00	-		
Sanitary Sewer - each 100 ft.	30.00	30.00	-		
Storm Sewer - each 100 ft.	30.00	30.00	-		
Drain Pipe Work in Public Easement or Right-of-Way: Permit - each	52.00	55.00	3.00		
House drain connections from easement or property line to public main - each 100 ft.	30.00	30.00	-		
Manholes, Catch Basins, and cut in connections to same - each	30.00	30.00	-		
Minnesota State Surcharge As Required					
Connection Charges for Sewer:					
Single family dwelling	225.00	225.00	-		
Two family dwelling	445.00	445.00	-		
Multiple dwelling					
Structures having three or more dwelling units - each unit cost	225.00	225.00	-		
<b>Inspection fee</b>					
<i>I&amp;I Inspection fee-no show</i>	50.00	50.00			
<b>Traffic Control Signs:</b>					
Street or Traffic Signs Requested	Actual costs				
Permit Parking signs/per sign	200.00	200.00	-		
Permit Parking stickers (1st sticker no charge)	15.00	15.00	-		
1 day sticker/each (limit of 15 stickers per request)	1.00	1.00	-		
<b>Rental Rates for Radio Equipment, Marie Ave Tower :</b>					
Conventional Radio Equipment					
Single User - per month	330.00	330.00	-		
Community Repeater - per month	435.00	435.00	-		
Multi-Use System (cellular, paging, etc.)					
Per Antenna					
Radio Common Carrier - per month	550.00	550.00	-		
Microwave Relays					
Per Antenna - per month	550.00	550.00	-		
800 MHZ Trunking System and E-SMR					
Per month each Transmitter	112.00	112.00	-		
Per month each Receiver	112.00	112.00	-		
Per month each Antenna	112.00	112.00	-		
Per month each Standard, 2x2 floor space	112.00	112.00	-		
Deposit fee for Technical Review of Applications					
Single User, Cellular or Trunking E-SMR					
Per Frequency Pair	1,095.00	1,095.00	-		
Per Application	2,185.00	2,185.00	-		
<b>POLICE DEPARTMENT FEES</b>					
CD	9.00	9.00	-		
Clearance Letter	12.00	12.00	-		
Drug Lab Clean-up Actual Cost of Clean-up + 10% City Admin Fee					
Public Crash Data for commercial requestors, annual fee per organization (provides weekly reports to each requestor)	50.00	50.00	-		
Reports - per 8-1/2 x 11 page (MS 13.03 Subd 3-c)	0.25	0.25	-		
General Police Services:					
1 officer plus vehicle/per hour	150.00	150.00	-		

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
<b>False Alarms</b>					
0-3 Alarms per year					
4-6 Alarms per year	130.00	130.00	-		
7-10 Alarms per year	190.00	190.00	-		
More than 10 Alarms per year	300.00	300.00	-		
<b>Fingerprinting (Residents Only)</b>					
	17.00	17.00	-		
<b>Abandoned Property Storage</b>					
On-site (per item)	7.50	7.50	-		
Off-site (per item)	Actual Cost + \$25	Actual Cost + \$25	-		
<b>Firearm Storage Fee</b>					
Intake of Firearm	50.00	50.00	-		
Removal of Firearm	50.00	50.00	-		
Daily Storage Fee	0.50	0.50	-		
<b>PUBLICATIONS AND OTHER SERVICES</b>					
Abatement Fee			-		
Admin Fee	21.00	21.00	-		
Annual Budget Book	93.00	93.00	-		
Annual Financial Statements	93.00	93.00	-		
Property Assessment Search	20.00	20.00	-		
City Code Book	220.00	220.00	-		
Copies per 8-1/2 x 11 copy (MS 13.03 Subd 3-c)	0.25	0.25	-		
Notary Fee (when not performed with other fee-based service)	1.00	1.00	-		
Precinct Map	1.00	1.00	-		
Zoning Book	155.00	155.00	-		
Staff Costs					
<b>UTILITY RATES-SEWER</b>					
Base Rate	28.48	29.90	1.42		
Volume Rates	5.48	5.76	0.28		
Residential (per CEF)-Winter Qtr. Use	6.05	6.35	0.30		
All Other-(per CEF)	6.05	6.35	0.30		
City SAC admin fee Per SAC Unit	50.00	50.00	-		
<b>UTILITY RATES-STORMWATER</b>					
Flat Rates	5.48	5.76	0.28		
Residential (per quarter)	12.50	12.75	0.25		
All Other-(per month)	4.17	4.38	0.21		
<b>ADMINISTRATIVE CITATIONS</b>					
Building Code - All violations except otherwise noted	200.00	200.00	-		
Building Code - All violations involving hazardous conditions	500.00	500.00	-		
Public Health - All violations except otherwise noted	200.00	200.00	-		
Public Health - All violations involving hazardous conditions	500.00	500.00	-		
All animal violations except otherwise noted	100.00	100.00	-		
All animal license violations	55.00	55.00	-		
All violations of the Dangerous Dog regulations	500.00	500.00	-		
All violations involving business licenses, except rental	500.00	500.00	-		
All parking violations	20.00	20.00	-		
All misdemeanor violations, except as otherwise stated	200.00	200.00	-		
Except as otherwise stated herein, all violations of the City Code or Zoning Ordinance	200.00	200.00	-		
Repeat violations within 12 months	Double the amount of the scheduled fine for a previous violation, up to a maximum of 2,000.00	Double the amount of the scheduled fine for a previous violation, up to a maximum of 2,000.00			
Rental license violations			-		

Fee Description	2019 Adopted Fees	2020 Proposed Fees	change	Background NEW *	Background RENEWAL
First Violation			-		
Level 2 Star	250.00	250.00	-		
Level 1 Star	350.00	350.00	-		
No Star participation	500.00	500.00	-		
Second Violation within 12 months			-		
Level 2 Star	500.00	500.00	-		
Level 1 Star	700.00	700.00	-		
No Star participation	1,000.00	1,000.00	-		
Third Violation within 12 months			-		
Level 2 Star	1,000.00	1,000.00	-		
Level 1 Star	1,400.00	1,400.00	-		
No Star participation	2,000.00	2,000.00	-		
<b>REPEAT NUISANCE SERVICE CALLS</b>					
1-2 nuisance service call(s) within 12 months	n/a	n/a			
3rd nuisance service call within 12 months	200.00	200.00	-		
4th nuisance service call within 12 months	400.00	400.00	-		
5th nuisance service call within 12 months	800.00	800.00	-		
6th nuisance service call within 12 months	1,600.00	1,600.00	-		
7th nuisance service call within 12 months and all subsequent nuisance service calls within 12 months	2,000.00	2,000.00	-		

***Unless otherwise required by the Code, a late fee of 1.5% shall be applied to all invoices that are not paid in a timely manner.***



# City Council Report

To: **Mayor and City Council**  
Through: **Ryan Schroeder, City Manager**  
From: **Ryan Schroeder, City Manager and Char Stark, Finance Director**  
Date: **August 12, 2019**

## 2020-2021 Preliminary Budget Discussion

### **BACKGROUND INFORMATION:**

Attached in this packet is a memo outlining the 2020 preliminary budget and the 2021 preliminary conceptual budget. Along with this memo are documents relating to the information inside the budget memo. Graphs on operating budget breakdown, business subsidy breakdown, tax impact on the residential property example, and historical information on past performance per cost center. All of these documents will be gone over in the OCWS meeting.

### **FISCAL IMPACT:**

		<b>Amount</b>
<b>Fund:</b>		
<b>Department:</b>		
<b>Account:</b>		

### **STAFF RECOMMENDATION:**

Provide staff direction on the overall budget and overall tax levy.

#### Attachments:

- Preliminary Budget memo
- Expense chart comparison (2019-2021)
- Business Subsidy breakdown
- Tax Levy Breakdown
- Historical All Budgets performance

## 2020-2021 Preliminary Budget

Presented below is the budget overview and several graphs, spreadsheets and tables is information on the 2020 and 2021 preliminary budget. By September 30, the City is required to certify the preliminary budget and preliminary tax levy to the County. For the City of West St. Paul, this means by the second council meeting on 9/23/2019 the City Council must set and approve the preliminary budget and tax levy for 2020. In this budget packet, council will find information on the current proposal for 2020-2021, proposed tax rate, proposed tax levy as well as historical information on prior year's operating, capital and debt expenditures. At the end of the budget discussion, city management is looking for direction on the preliminary tax rate, tax levy and the new EDA tax levy and budgeted items.

Budget Overview: [\(2019-2021 Summary Budget Graph-Pg. 4\)](#)

### Personnel Costs:

Health insurance is currently budgeted for an 18.5% increase. Currently, HR is seeking quotes from three other providers to see if the City can obtain a lower cost.

No new full-time positions are in this budget

2.75% increase in all contracts plus non-union

No change to Long-term disability (LTD) or Life insurance premiums

A 4% lane change for staff that are not at the top of their pay range scale.

Merit pay for salaried employees

### Charges for Services

Election Judges for 2020

Police-DCC charges and other professional service charges utilized by the department

Fire contract-our share of the shared services provided by SMFD

EDA-Increased the Business subsidy/programming provided by the EDA. This is funded by the EDA levy; which is new this year. The increase funding will provide for the following activities:

Business Subsidy	\$100,000
South Robert St. Business Assoc. Special District	\$ 40,000
Robert Street maintenance	\$ 80,000
Unallocated (Other activities)	<u>\$105,000</u>
<b>Total EDA Levy</b>	<b>\$325,000</b>

I have included a chart in which shows the past 8 years of budget history. The average annual spend is \$50,000 excluding 2017 in which a pass through grant was awarded to Tape Mark and IEM. ([Business Subsidy Chart-Pg. 5](#))

Increases in Worker's Comp insurance, General Liability, Auto Premiums

Increase for additional street maintenance needs. Patching and salt costs

Increase for Annual sewer lining and televising and MCES charges.

### Capital

Decrease for 2020-Road construction will be a small mill and overlay project on Marie. This will allow the sales tax to be collected for a year before we add it to the budget for street construction program in 2021. Details are in the CEP-CIP plan that was adopted on June 24, 2019.

### Debt

Increase levy per debt service schedule. The goal is to issue no new debt for road construction improvements. With the revenues of sales tax, LGA, Franchise fees and State aid the City should be able to fund the street improvements without issuing debt. This will allow the city's outstanding debt of \$58 million at the end of 2019 to start to decline by \$3million a year. This will improve the City's overall financial outlook. S&P during this year's rating call had concern on the amount of debt the City has. This is the one comment in which the City was considered weak. As part of the documentation for this discussion, the S&P's Rational for affirming the City's AA rating was included. The last two sections of the report were dedicated to the City's debt. Below is some excerpts from that report:

*....S&P believes the city's debt profile will likely remain weak over the next few fiscal years.*

*Outlook: The stable outlook reflects our opinion that West St. Paul will maintain its very strong budgetary flexibility, with reserves in compliance with the city's formal fund balance policy, and at least adequate budgetary performance. Therefore, we do not expect to change the rating within the two-year outlook period.*

*Upside scenario-If West St Pau's economic profile were to experience significant and sustained improvement, coupled with moderation of the city's direct debt profile, we could raise the rating. Downside scenario-If financial performance were to experience significant deterioration, leading to sustained decreases in reserves, or if the city were to experience a material decline in its economic or debt profile, such that either was no longer consistent with that of comparably rated peers, we could lower the rating.*

It is a goal for West St. Paul to attain the highest rating of AAA. To attain that rating the City needs to reduce debt, increase cash balances and lower the tax burden on the citizens of West St. Paul. The financial plan the city has adopted should achieve these steps over the next 5-8 years.



City Levy and Tax Rate (Pg. 6)

The City has experienced an 8.58% increase in Total Tax capacity for pay 2020. This results in an estimated market value (Mean) of \$238,635 up 9.63% from pay 2019, in which the estimated market value was \$217,669.

The preliminary budget is presented with an increase to the total overall levy of \$1,042,682 for 2020 or 7.84% and \$472,493 or 3.40% for 2021. There is a new piece to this rate. The EDA levy is a new separate tax rate in which the City’s EDA business subsidy program and other EDA activities will be funded. Currently this EDA levy is budgeted at \$325,000. For 2020, this separate levy is 1.67% of the overall tax levy of 71.992%. Which is a slight decrease from 2019. In a previous report to council, we were projecting a much higher increase to the tax rate. At one point, the projected 2020 tax rate was 81.139%

The taxes from this tax rate based on the market value of \$238,635 is up 151.87 from 2019. See Break down below:

	Final 2019	Previously Projected-2020	Proposed 2020	Proposed 2021
ESTIMATED MARKET VALUE-MEAN VALUE	217,669.00	217,669.00	238,635.00	245,794.05
Homestead Exclusion	(17,649.79)	(17,649.79)	(15,762.85)	(15,118.54)
Taxable Market Value	<u>\$ 200,019.21</u>	<u>\$ 200,019.21</u>	<u>\$ 222,872.15</u>	<u>\$ 230,675.51</u>
Calculated City Tax Rate	72.624%	81.139%	70.322%	70.567%
EDA Levy	0		1.669%	1.619%
<b>Total Overall City Tax Rate</b>	<b>72.624%</b>	<b>81.139%</b>	<b>71.992%</b>	<b>72.186%</b>
Estimated City Tax	\$ 1,452.62	\$ 1,622.94	\$ 1,567.29	\$ 1,627.81
Estimated EDA Tax	\$ -		\$ 37.20	\$ 37.35
<b>Total Overall City Tax</b>	<u>\$ 1,452.62</u>	<u>\$ 1,622.94</u>	<u>\$ 1,604.49</u>	<u>\$ 1,665.16</u>
Increase due to change in MV	110.00	110.00	160.70	55.07
Increase/decrease due to change in City tax rate	66.59	60.40	-46.04	7.24
Increase due to separate EDA Levy			37.10	0.14
<b>Total Increase Year over Year</b>	<u>\$ 176.59</u>	<u>\$ 170.40</u>	<u>\$ 151.87</u>	<u>\$ 60.67</u>

Summary

For Council’s consideration:

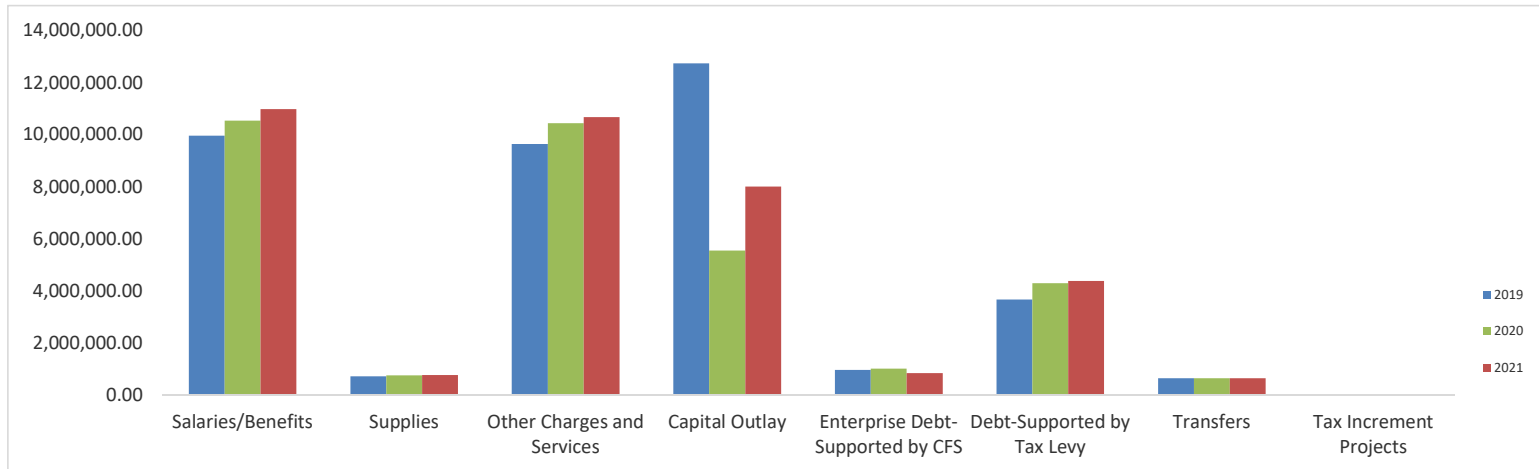
1. Should the EDA levy-be a separate levy or should we combine it all as one City levy?
2. Should the EDA levy be the maximum \$325,000? Given the fact that the historical spend has the City EDA spending about \$50,000 a year should this levy be budgeted nearer to the lower amount? Are the new allocations for the special district for marketing of RS and the maintenance of RS be allocated out of this EDA levy?
3. Does Council agree to the overall tax levy as presented? Is there a consensus on another tax rate?

Business Subsidy

2019 Vendor	Amount	Description	
LRG Tech )Mobile Pro	49,999.00		
Auto Zone	1,780.20		
More Space	25,000.00		
Beissel Window	10,000.00		
SRST LLC	10,000.00		
<b>2019 Total</b>	<b>96,779.20</b>		
	10,696.94	Property taxes on MAACO	
Hosch Appraisal	4,980.00	Proposed trail easement	
<b>2018 Total</b>	<b>15,676.94</b>		
Lohman Tom & John	25,000.00	Grants	
Saman RE Holdings LLC	10,000.00	Dunkin Donuts	
<b>2017 Total</b>	<b>35,000.00</b>		
Dakota Co Property Taxes	3,340.04	Taxes on 1010 Dodd Rd	
Liesenfeld Properties	15,000.00	MAACO-soft costs	
Cherokee Tavern	10,000.00	Exterior Grant	
Gerherts Joe	6,106.50	Sign Replacement Grant	
Westview Park Apartments	65,000.00	Demo assistance	
Midwest Plastics	5,484.80	Sign Replacement Grant	
<b>2016 Total</b>	<b>104,931.34</b>		
IEM, Inc	150,000.00	Prime Design DEED Grant	pass through
TapeMark	500,000.00	DEED Grant	pass through
IEM Inc	15,000.00	Business Subsidy	
Alternative Energy Group	6,234.00	Demo assistance	
<b>2015 Total</b>	<b>671,234.00</b>		
Cherokee Service	5,000.00	Exterior Grant	
J&J Inc	25,000.00	Exterior Grant	
Riley Family Investment LMTD Partnership	10,000.00	Exterior Grant	
Deckci Décor	5,140.62	Exterior Grant	
Lyndale 92,LLC	25,000.00	Demo subsidy	
<b>2014 Total</b>	<b>70,140.62</b>		
Midwest Plastics	10,000.00	Exterior Grant	
<b>2013 Total</b>	<b>10,000.00</b>		

## 2019-2021 Summary Budget City and EDA Levy

<b>Highlights</b>	<b>2019 Budget</b>	<b>2020 Budget</b>	<b>Change to Net City Cost</b>	<b>% Change</b>	<b>2021 Forecast</b>	<b>Change to Net City Cost</b>	<b>% Change</b>
Salaries/Benefits	9,973,474	10,551,348	577,874	5.79%	10,991,010	439,662	4.17%
Supplies	731,510	764,960	33,450	4.57%	776,665	11,705	1.53%
Other Charges and Services	9,652,478	10,448,287	795,809	8.24%	10,680,689	232,403	2.22%
<b>Total Operating Budget</b>	<b>20,357,462</b>	<b>21,764,595</b>	<b>1,407,133</b>	<b>6.91%</b>	<b>22,448,365</b>	<b>683,770</b>	<b>3.14%</b>
Capital Outlay	12,743,469	5,558,870	-7,184,599	-56.38%	8,010,416	2,451,546	44.10%
Other Financing Uses - Transfers Out	650,000	650,000	0	0.00%	650,000	-	0.00%
Debt Service-Enterprise Funds	968,839	1,019,627	50,788	5.24%	851,789	(167,838)	-16.46%
Debt Service-Governmental Funds	3,682,280	4,303,676	621,396	16.88%	4,383,577	79,901	1.86%
<b>Total Capital and Debt Budgets</b>	<b>18,044,588</b>	<b>11,532,173</b>	<b>-6,512,415</b>	<b>-36.09%</b>	<b>13,895,782</b>	<b>2,363,609</b>	<b>20.50%</b>
<b>TOTAL BUDGET</b>	<b>38,402,050</b>	<b>33,296,768</b>	<b>(5,105,282)</b>	<b>-13.29%</b>	<b>36,344,147</b>	<b>3,047,379</b>	<b>9.15%</b>



PROPOSED 2019-2020 CITY TAXES ON A MEDIAN SINGLE FAMILY HOME

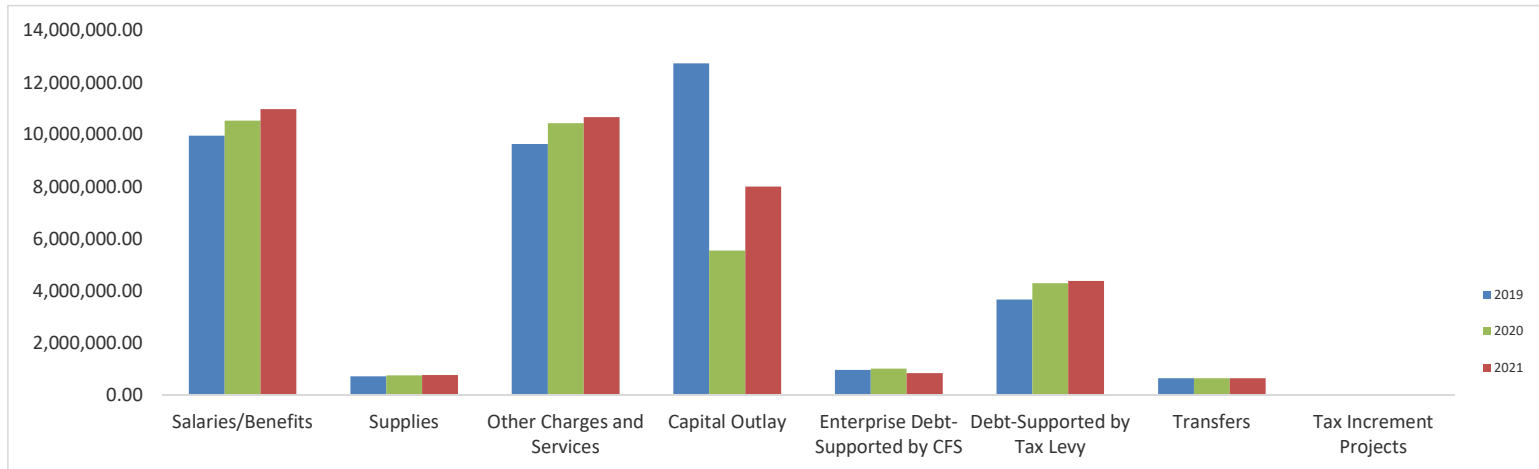
	Final 2019	Previously Projected-2020	Proposed 2020	Proposed 2021	
Total Tax Capacity	20,297,891.00	20,377,899.00	22,039,624.00	22,700,812.72	Estimated a 3% inc to tax cap
Captured Tax Increment Tax Capacity	(518,424.00)	(597,461.00)	(597,461.00)	(597,461.00)	
Fiscal Disparity Contribution	(1,913,093.00)	(1,913,093.00)	(1,970,485.79)	(2,029,600.36)	Estimated a 3% inc to tax cap
Value for Local Rate (Taxable Net Tax Capacity)	17,866,374	17,867,345	19,471,677	20,073,751	
Net City Tax Levy	12,975,284.00	14,497,408.00	13,692,966.21	14,165,459.68	
New EDA Tax Levy-funding EDA business subsidy-other activities	-	-	325,000.00	325,000.00	<b>NEW</b>
<b>Total Overall City Tax Levy</b>	<b>12,975,284.00</b>	<b>14,497,408.00</b>	<b>14,017,966.21</b>	<b>14,490,459.68</b>	
Calculated City Tax Rate	72.624%	81.139%	70.322%	70.567%	
EDA Levy	0		1.669%	1.619%	
<b>Total Overall City Tax Rate</b>	<b>72.624%</b>	<b>81.139%</b>	<b>71.992%</b>	<b>72.186%</b>	
ESTIMATED MARKET VALUE-MEAN VALUE	217,669.00	217,669.00	238,635.00	245,794.05	
Homestead Exclusion	(17,649.79)	(17,649.79)	(15,762.85)	(15,118.54)	
Taxable Market Value	200,019.21	200,019.21	222,872.15	230,675.51	
Class Rate	1%	1%	1%	1%	
Net Tax Capacity	2000	2000	2229	2307	
Estimated City Tax	\$ 1,452.62	\$ 1,622.94	\$ 1,567.29	\$ 1,627.81	
Estimated EDA Tax	\$ -		\$ 37.20	\$ 37.35	
<b>Total Overall City Tax</b>	<b>\$ 1,452.62</b>	<b>\$ 1,622.94</b>	<b>\$ 1,604.49</b>	<b>\$ 1,665.16</b>	
Increase due to change in MV	110.00	110.00	160.70	55.07	
Increase/decrease due to change in City tax rate	66.59	60.40	-46.04	7.24	
Increase due to separate EDA Levy			37.10	0.14	
<b>Total Increase Year over Year</b>	<b>\$ 176.59</b>	<b>\$ 170.40</b>	<b>\$ 151.87</b>	<b>\$ 60.67</b>	

**West St. Paul-Historical Expense per Cost Center (Department)**

Cost Center	Actual-Historical Cost							Budget	Proposed Budget	Conceptual Budget
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
<b>General Fund</b>										
Mayor and Council	135,679	171,459	168,071	163,172	145,731	149,959	133,624	145,790	152,054	138,654
Building & Inspections	267,888	361,071	293,717	286,979	376,857	381,886	335,868	371,298	397,768	409,703
Charter Commission	7,738	325	4,774	1,582	2,880	1,404		1,500	1,500	1,500
City Manager/City Clerk	525,753	514,769	604,721	678,712	757,462	836,102	658,308	720,494	713,569	770,095
Civil Defense	7,666	13,604	13,885	13,859	17,316	15,575	15,173	15,860	18,580	17,658
Elections	22,661	2,071	24,628	205	32,433	3,753	36,353	7,450	60,348	10,250
Engineering	149,720	156,614	165,579	197,210	173,994	186,342	186,181	192,391	196,069	219,913
Facilities-City Hall	225,846	180,243	193,745	167,670	175,524	208,141	204,727	255,445	229,258	228,002
Facilities-Public Works		60,374	63,420	58,314	64,775	71,429	69,925	72,635	73,745	74,960
Finance	360,927	319,140	331,163	343,822	368,187	332,224	319,729	343,072	374,346	392,843
Fire-SMFD	2,019,870	1,826,694	1,925,800	2,101,737	2,125,394	2,290,089	2,320,454	2,476,969	2,582,003	2,711,103
Human Resources	94,328	83,570	101,481	76,321	77,130	93,790	102,720	181,708	137,003	139,823
IT	306,145	306,751	329,508	376,123	401,228	377,337	402,561	458,420	466,817	481,042
Legal	272,883	287,422	338,941	366,748	412,291	345,730	342,936	357,000	362,000	367,000
Marketing & Communications						116,520	121,870	157,743	159,577	163,764
Parks & Recreation	640,933	652,494	716,749	753,096	828,884	853,854	882,466	978,065	1,040,118	1,072,169
Planning & Comm. Developme	97,761	147,060	295,724	295,414	282,975	348,885	413,791	442,771	451,566	489,696
Police	3,983,738	4,201,298	4,338,132	4,595,847	4,811,142	5,179,532	5,278,551	5,704,019	6,061,359	6,261,000
Recycling		6,291	11,401	8,080	20,467	36,912	62,777	64,241	67,699	70,841
Streets	1,055,564	1,147,899	1,215,298	1,223,291	1,177,691	1,180,333	1,297,366	1,346,465	1,397,350	1,449,235
Street Lighting	121,606	132,796	118,733	122,152	120,845	113,818	129,851	142,000	143,125	144,125
Insurance										
Unallocated	2,777	159	3,924	2,671	2,936	-	-	-	-	-
<b>Special Revenue Funds</b>										
Community Events						29,984	23,599	34,000	34,000	34,500
Economic Development	556,986	1,079,092	596,989	1,041,551	731,898	384,009	866,752	400,538	623,797	590,810
Insurance Fund	295,250	310,670	348,487	378,935	412,613	505,789	551,132	508,800	552,615	585,186
Innovation Fund							28,462	-	-	-
<b>Capital Funds</b>										
Government Facility Capital Pr	429,726	194,094	5	12,500	227,825	134,256	1,031,589	503,000	566,900	253,000
Parks Improvement Fund	581,730	390,357	2,829,952	3,573,176	48,205	631,253	335,538	400,000	164,500	185,000
Police & Fire PERA		12,033	1,570	1,310	-	24,619	7,583	-	-	-
Street Improvement Fund	2,345,324	4,705,879	5,417,154	19,485,032	18,006,127	10,815,737	6,032,147	7,705,175	1,123,408	5,344,623
Street Maintenance Fund								315,000	319,250	354,305
Technology Replacement Fund	24,852	319,732	174,603	113,355	197,443	111,876	70,011	57,000	95,000	168,000
Vehicle & Equipment Reserve	422,060	221,773	443,304	544,071	668,945	705,016	562,174	832,000	631,500	872,612
River to River Trail						21,347	10,360			
Thompson Oaks										
<b>Debt Funds</b>										
	2,489,023	2,579,139	2,235,587	11,215,444	3,818,945	2,721,550	3,108,269	3,682,280	4,303,676	4,383,577
<b>Enterprise Funds</b>										
								9,850	63,610	-
Golf Course	219,177	170,714	217,254	236,564	221,688	176,289	18,677	451,493	518,196	351,961
Ice Arena	293,344	255,413	253,677	1,920,388	386,199	395,566	402,459	1,082,194	1,087,539	1,093,356
Regional Athletic Center	5,680,753	1,894,653	1,148,335	1,036,121	1,015,176	1,069,851	962,619	7,046,240	7,262,121	5,524,848
Sewer	2,698,734	2,501,501	2,685,828	3,767,437	4,588,900	4,133,035	4,164,439	837,740	645,376	766,763
Storm Sewer	24,313	210,550	211,786	447,608	336,468	380,216	488,327	101,404	152,529	159,332
Swimming Pool	82,619	89,555	82,121	79,924	81,124	92,261	80,738			
<b>TOTAL ALL FUNDS</b>	<b>26,443,374</b>	<b>25,507,259</b>	<b>27,906,046</b>	<b>55,686,421</b>	<b>43,117,698</b>	<b>35,364,008</b>	<b>31,979,368</b>	<b>38,402,050</b>	<b>33,229,871</b>	<b>36,281,249</b>

## 2019-2021 Summary Budget City and EDA Levy

<b>Highlights</b>	<b>2019 Budget</b>	<b>2020 Budget</b>	<b>Change to Net City Cost</b>	<b>% Change</b>	<b>2021 Forecast</b>	<b>Change to Net City Cost</b>	<b>% Change</b>
Salaries/Benefits	9,973,474	10,551,348	577,874	5.79%	10,991,010	439,662	4.17%
Supplies	731,510	764,960	33,450	4.57%	776,665	11,705	1.53%
Other Charges and Services	9,652,478	10,448,287	795,809	8.24%	10,680,689	232,403	2.22%
<b>Total Operating Budget</b>	<b>20,357,462</b>	<b>21,764,595</b>	<b>1,407,133</b>	<b>6.91%</b>	<b>22,448,365</b>	<b>683,770</b>	<b>3.14%</b>
Capital Outlay	12,743,469	5,558,870	-7,184,599	-56.38%	8,010,416	2,451,546	44.10%
Other Financing Uses - Transfers Out	650,000	650,000	0	0.00%	650,000	-	0.00%
Debt Service-Enterprise Funds	968,839	1,019,627	50,788	5.24%	851,789	(167,838)	-16.46%
Debt Service-Governmental Funds	3,682,280	4,303,676	621,396	16.88%	4,383,577	79,901	1.86%
<b>Total Capital and Debt Budgets</b>	<b>18,044,588</b>	<b>11,532,173</b>	<b>-6,512,415</b>	<b>-36.09%</b>	<b>13,895,782</b>	<b>2,363,609</b>	<b>20.50%</b>
<b>TOTAL BUDGET</b>	<b>38,402,050</b>	<b>33,296,768</b>	<b>(5,105,282)</b>	<b>-13.29%</b>	<b>36,344,147</b>	<b>3,047,379</b>	<b>9.15%</b>



Business Subsidy

2019 Vendor	Amount	Description	
LRG Tech )Mobile Pro	49,999.00		
Auto Zone	1,780.20		
More Space	25,000.00		
Beissel Window	10,000.00		
SRST LLC	10,000.00		
<b>2019 Total</b>	<b>96,779.20</b>		
	10,696.94	Property taxes on MAACO	
Hosch Appraisal	4,980.00	Proposed trail easement	
<b>2018 Total</b>	<b>15,676.94</b>		
Lohman Tom & John	25,000.00	Grants	
Saman RE Holdings LLC	10,000.00	Dunkin Donuts	
<b>2017 Total</b>	<b>35,000.00</b>		
Dakota Co Property Taxes	3,340.04	Taxes on 1010 Dodd Rd	
Liesenfeld Properties	15,000.00	MAACO-soft costs	
Cherokee Tavern	10,000.00	Exterior Grant	
Gerherts Joe	6,106.50	Sign Replacement Grant	
Westview Park Apartments	65,000.00	Demo assistance	
Midwest Plastics	5,484.80	Sign Replacement Grant	
<b>2016 Total</b>	<b>104,931.34</b>		
IEM, Inc	150,000.00	Prime Design DEED Grant	pass through
TapeMark	500,000.00	DEED Grant	pass through
IEM Inc	15,000.00	Business Subsidy	
Alternative Energy Group	6,234.00	Demo assistance	
<b>2015 Total</b>	<b>671,234.00</b>		
Cherokee Service	5,000.00	Exterior Grant	
J&J Inc	25,000.00	Exterior Grant	
Riley Family Investment LMTD Partnership	10,000.00	Exterior Grant	
Deckci Décor	5,140.62	Exterior Grant	
Lyndale 92,LLC	25,000.00	Demo subsidy	
<b>2014 Total</b>	<b>70,140.62</b>		
Midwest Plastics	10,000.00	Exterior Grant	
<b>2013 Total</b>	<b>10,000.00</b>		

PROPOSED 2019-2020 CITY TAXES ON A MEDIAN SINGLE FAMILY HOME

	Final 2019	Previously Projected-2020	Proposed 2020	Proposed 2021	
Total Tax Capacity	20,297,891.00	20,377,899.00	22,039,624.00	22,700,812.72	Estimated a 3% inc to tax cap
Captured Tax Increment Tax Capacity	(518,424.00)	(597,461.00)	(597,461.00)	(597,461.00)	
Fiscal Disparity Contribution	(1,913,093.00)	(1,913,093.00)	(1,970,485.79)	(2,029,600.36)	Estimated a 3% inc to tax cap
Value for Local Rate (Taxable Net Tax Capacity)	17,866,374	17,867,345	19,471,677	20,073,751	
Net City Tax Levy	12,975,284.00	14,497,408.00	13,692,966.21	14,165,459.68	
New EDA Tax Levy-funding EDA business subsidy-other activities	-	-	325,000.00	325,000.00	<b>NEW</b>
<b>Total Overall City Tax Levy</b>	<b>12,975,284.00</b>	<b>14,497,408.00</b>	<b>14,017,966.21</b>	<b>14,490,459.68</b>	
Calculated City Tax Rate	72.624%	81.139%	70.322%	70.567%	
EDA Levy	0		1.669%	1.619%	
<b>Total Overall City Tax Rate</b>	<b>72.624%</b>	<b>81.139%</b>	<b>71.992%</b>	<b>72.186%</b>	
ESTIMATED MARKET VALUE-MEAN VALUE	217,669.00	217,669.00	238,635.00	245,794.05	
Homestead Exclusion	(17,649.79)	(17,649.79)	(15,762.85)	(15,118.54)	
Taxable Market Value	200,019.21	200,019.21	222,872.15	230,675.51	
Class Rate	1%	1%	1%	1%	
Net Tax Capacity	2000	2000	2229	2307	
Estimated City Tax	\$ 1,452.62	\$ 1,622.94	\$ 1,567.29	\$ 1,627.81	
Estimated EDA Tax	\$ -		\$ 37.20	\$ 37.35	
<b>Total Overall City Tax</b>	<b>\$ 1,452.62</b>	<b>\$ 1,622.94</b>	<b>\$ 1,604.49</b>	<b>\$ 1,665.16</b>	
Increase due to change in MV	110.00	110.00	160.70	55.07	
Increase/decrease due to change in City tax rate	66.59	60.40	-46.04	7.24	
Increase due to separate EDA Levy			37.10	0.14	
<b>Total Increase Year over Year</b>	<b>\$ 176.59</b>	<b>\$ 170.40</b>	<b>\$ 151.87</b>	<b>\$ 60.67</b>	



**West St. Paul-Historical Expense per Cost Center (Department)**

Cost Center	Actual-Historical Cost							Budget 2019	Proposed Budget 2020	Conceptual Budget 2021
	2012	2013	2014	2015	2016	2017	2018			
<b>General Fund</b>										
Mayor and Council	135,679	171,459	168,071	163,172	145,731	149,959	133,624	145,790	152,054	138,654
Building & Inspections	267,888	361,071	293,717	286,979	376,857	381,886	335,868	371,298	397,768	409,703
Charter Commission	7,738	325	4,774	1,582	2,880	1,404		1,500	1,500	1,500
City Manager/City Clerk	525,753	514,769	604,721	678,712	757,462	836,102	658,308	720,494	713,569	770,095
Civil Defense	7,666	13,604	13,885	13,859	17,316	15,575	15,173	15,860	18,580	17,658
Elections	22,661	2,071	24,628	205	32,433	3,753	36,353	7,450	60,348	10,250
Engineering	149,720	156,614	165,579	197,210	173,994	186,342	186,181	192,391	196,069	219,913
Facilities-City Hall	225,846	180,243	193,745	167,670	175,524	208,141	204,727	255,445	229,258	228,002
Facilities-Public Works		60,374	63,420	58,314	64,775	71,429	69,925	72,635	73,745	74,960
Finance	360,927	319,140	331,163	343,822	368,187	332,224	319,729	343,072	374,346	392,843
Fire-SMFD	2,019,870	1,826,694	1,925,800	2,101,737	2,125,394	2,290,089	2,320,454	2,476,969	2,582,003	2,711,103
Human Resources	94,328	83,570	101,481	76,321	77,130	93,790	102,720	181,708	137,003	139,823
IT	306,145	306,751	329,508	376,123	401,228	377,337	402,561	458,420	466,817	481,042
Legal	272,883	287,422	338,941	366,748	412,291	345,730	342,936	357,000	362,000	367,000
Marketing & Communications						116,520	121,870	157,743	159,577	163,764
Parks & Recreation	640,933	652,494	716,749	753,096	828,884	853,854	882,466	978,065	1,040,118	1,072,169
Planning & Comm. Developmei	97,761	147,060	295,724	295,414	282,975	348,885	413,791	442,771	451,566	489,696
Police	3,983,738	4,201,298	4,338,132	4,595,847	4,811,142	5,179,532	5,278,551	5,704,019	6,061,359	6,261,000
Recycling		6,291	11,401	8,080	20,467	36,912	62,777	64,241	67,699	70,841
Streets	1,055,564	1,147,899	1,215,298	1,223,291	1,177,691	1,180,333	1,297,366	1,346,465	1,397,350	1,449,235
Street Lighting	121,606	132,796	118,733	122,152	120,845	113,818	129,851	142,000	143,125	144,125
Insurance										
Unallocated	2,777	159	3,924	2,671	2,936	-	-	-	66,897	66,897
<b>Special Revenue Funds</b>										
Community Events						29,984	23,599	34,000	34,000	34,500
Economic Development	556,986	1,079,092	596,989	1,041,551	731,898	384,009	866,752	400,538	623,797	590,810
Insurance Fund	295,250	310,670	348,487	378,935	412,613	505,789	551,132	508,800	552,615	585,186
Innovation Fund							28,462	-		
<b>Capital Funds</b>										
Government Facility Capital Pr	429,726	194,094	5	12,500	227,825	134,256	1,031,589	503,000	566,900	253,000
Parks Improvement Fund	581,730	390,357	2,829,952	3,573,176	48,205	631,253	335,538	400,000	164,500	185,000
Police & Fire PERA		12,033	1,570	1,310	-	24,619	7,583	-	-	-
Street Improvement Fund	2,345,324	4,705,879	5,417,154	19,485,032	18,006,127	10,815,737	6,032,147	7,705,175	1,129,408	5,344,623
Street Maintenance Fund								315,000	319,250	354,305
Technology Replacement Fund	24,852	319,732	174,603	113,355	197,443	111,876	70,011	57,000	95,000	168,000

Vehicle & Equipment Reserve	422,060	221,773	443,304	544,071	668,945	705,016	562,174	832,000	631,500	872,612
River to River Trail	-	-	-	-	-	21,347	10,360	-	-	-
Thompson Oaks	-	-	-	-	-	-	-	-	-	-
<b>Debt Funds</b>	<b>2,489,023</b>	<b>2,579,139</b>	<b>2,235,587</b>	<b>11,215,444</b>	<b>3,818,945</b>	<b>2,721,550</b>	<b>3,108,269</b>	<b>3,682,280</b>	<b>4,303,676</b>	<b>4,383,577</b>
<b>Enterprise Funds</b>										
Golf Course	219,177	170,714	217,254	236,564	221,688	176,289	18,677	9,850	63,610	-
Ice Arena	293,344	255,413	253,677	1,920,388	386,199	395,566	402,459	451,493	518,196	351,961
Regional Athletic Center	5,680,753	1,894,653	1,148,335	1,036,121	1,015,176	1,069,851	962,619	1,082,194	1,087,539	1,093,356
Sewer	2,698,734	2,501,501	2,685,828	3,767,437	4,588,900	4,133,035	4,164,439	7,046,240	7,262,121	5,524,848
Storm Sewer	24,313	210,550	211,786	447,608	336,468	380,216	488,327	837,740	645,376	766,763
Swimming Pool	82,619	89,555	82,121	79,924	81,124	92,261	80,738	101,404	152,529	159,332
<b>TOTAL ALL FUNDS</b>	<b>26,443,374</b>	<b>25,507,259</b>	<b>27,906,046</b>	<b>55,686,421</b>	<b>43,117,698</b>	<b>35,456,269</b>	<b>32,060,106</b>	<b>38,402,050</b>	<b>33,302,768</b>	<b>36,348,147</b>

2020 cost over 2018 actual \$ 1,242,662

Overall % increase over 2018 actual 3.88%

2021 budget over 2020 budget \$ 3,045,378.53

Overall % increase over 2020 preliminary budget 9.14%