

Attachment B

GENERAL FUND	2021 Actual	2022 Actual	7/31/2023 YTD	2023 Budget	2024 Budget	\$ Increase (Decrease)	% Increase (Decrease)
REVENUES							
Taxes	\$ 3,763,386	\$ 3,829,079	\$ 2,094,193	\$ 4,078,390	\$ 4,707,460	\$ 629,070	15.4%
Special assessments	4,514	-	-	3,350	3,090	(260)	-7.8%
Licenses and permits	752,531	830,864	288,802	511,730	552,020	40,290	7.9%
Intergovernmental	160,279	174,405	106,355	171,370	175,970	4,600	2.7%
Charges for services	605,738	615,878	235,101	525,550	489,490	(36,060)	-6.9%
Fines & forfeits	21,500	22,662	13,081	23,190	19,250	(3,940)	-17.0%
Investment earnings	(13,315)	(186,632)	49,985	42,500	50,000	7,500	17.6%
Miscellaneous	9,958	215,708	4,143	13,340	10,920	(2,420)	-18.1%
TOTAL REVENUES	\$ 5,304,591	\$ 5,501,964	\$ 2,791,660	\$ 5,369,420	\$ 6,008,200	\$ 638,780	11.9%
EXPENDITURES							
Mayor & council	\$ 67,262	\$ 53,060	\$ 46,318	\$ 56,850	\$ 88,370	\$ 31,520	55.4%
Administration	346,982	385,175	249,165	420,840	506,960	86,120	20.5%
Elections	31,632	33,947	24,197	33,200	40,300	7,100	21.4%
Finance	150,251	143,713	137,011	191,550	191,940	390	0.2%
TCAAP	37,711	47,817	34,156	90,450	94,900	4,450	4.9%
Planning & Zoning	203,759	199,219	115,443	278,430	324,940	46,510	16.7%
Government Buildings	176,682	214,101	133,480	223,910	234,360	10,450	4.7%
Police	1,376,846	1,452,262	847,518	1,453,280	1,622,830	169,550	11.7%
Dispatch	54,283	61,808	34,369	68,740	70,390	1,650	2.4%
Fire	656,401	696,675	751,177	751,180	913,510	162,330	21.6%
Emergency Management	5,996	6,602	3,491	6,830	9,260	2,430	35.6%
Protective Inspections	614,610	328,682	201,913	375,770	397,920	22,150	5.9%
Street Maintenance	618,235	914,150	396,119	796,430	847,930	51,500	6.5%
Recreation	141,426	178,808	92,474	237,130	252,580	15,450	6.5%
Park Maintenance	485,200	486,969	290,527	545,590	580,270	34,680	6.4%
Transfers out	548,000	102,540	171,140	-	50,000	50,000	N/A
TOTAL EXPENDITURES	\$ 5,515,275	\$ 5,305,529	\$ 3,528,499	\$ 5,530,180	\$ 6,226,460	\$ 696,280	12.6%
NET CHANGE IN FUND BALANCE	\$ (210,684)	\$ 196,435	\$ (736,840)	\$ (160,760)	\$ (218,260)	\$ (57,500)	35.8%

2024 BUDGET - GENERAL FUND - SCHEDULE OF EXPENDITURES - DETAIL BY FUNCTION

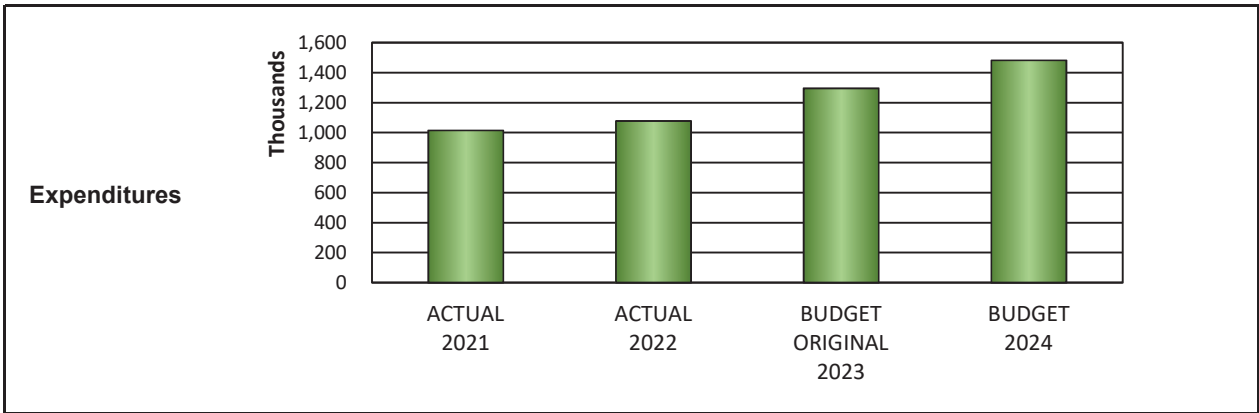
	2021 Actual	2022 Actual	2023 Budget	2024 Proposed	\$ Increase (Decrease)	% Increase (Decrease)
Mayor & council						
Personnel Expenses	\$ 37,209	\$ 37,225	\$ 37,230	\$ 37,240	\$ 10	0.0%
Supplies and Materials	-	-	150	-	(150)	-100.0%
Other Services and Charges	30,052	15,835	19,470	51,130	31,660	162.6%
	\$ 67,262	\$ 53,060	\$ 56,850	\$ 88,370	\$ 31,520	55.4%
Administration						
Personnel Expenses	\$ 219,152	\$ 247,988	\$ 262,340	\$ 309,210	\$ 46,870	17.9%
Supplies and Materials	-	-	650	-	(650)	-100.0%
Other Services and Charges	127,830	137,186	157,850	197,750	39,900	25.3%
	\$ 346,982	\$ 385,175	\$ 420,840	\$ 506,960	\$ 86,120	20.5%
Elections						
Supplies and Materials	\$ -	\$ 68	\$ -	\$ -	\$ -	0.0%
Other Services and Charges	31,632	33,879	33,200	40,300	7,100	21.4%
	\$ 31,632	\$ 33,947	\$ 33,200	\$ 40,300	\$ 7,100	21.4%
Finance						
Personnel Expenses	\$ 68,026	\$ 62,080	\$ 79,630	\$ 84,980	\$ 5,350	6.7%
Supplies and Materials	10,229	10,477	16,500	15,000	(1,500)	-9.1%
Other Services and Charges	71,996	71,156	95,420	91,960	(3,460)	-3.6%
	\$ 150,251	\$ 143,713	\$ 191,550	\$ 191,940	\$ 390	0.2%
TCAAP						
Personnel Expenses	\$ 22,282	\$ 37,020	\$ 39,450	\$ 43,900	\$ 4,450	11.3%
Supplies and Materials	-	-	-	-	-	0.0%
Other Services and Charges	15,429	10,797	51,000	51,000	-	0.0%
	\$ 37,711	\$ 47,817	\$ 90,450	\$ 94,900	\$ 4,450	4.9%
Planning & Zoning						
Personnel Expenses	\$ 114,783	\$ 115,217	\$ 233,470	\$ 239,180	\$ 5,710	2.4%
Supplies and Materials	-	-	-	-	-	0.0%
Other Services and Charges	88,976	84,002	44,960	85,760	40,800	90.7%
	\$ 203,759	\$ 199,219	\$ 278,430	\$ 324,940	\$ 46,510	16.7%
Government Buildings						
Personnel Expenses	\$ 32,563	\$ 35,823	\$ 37,360	\$ 39,560	\$ 2,200	5.9%
Supplies and Materials	5,057	8,056	9,500	9,180	(320)	-3.4%
Other Services and Charges	139,062	170,221	177,050	185,620	8,570	4.8%
	\$ 176,682	\$ 214,101	\$ 223,910	\$ 234,360	\$ 10,450	4.7%
Police						
Other Services and Charges	\$ 1,376,846	\$ 1,452,262	\$ 1,453,280	\$ 1,622,830	\$ 169,550	11.7%
	\$ 1,376,846	\$ 1,452,262	\$ 1,453,280	\$ 1,622,830	\$ 169,550	11.7%
Dispatch						
Other Services and Charges	\$ 54,283	\$ 61,808	\$ 68,740	\$ 70,390	\$ 1,650	2.4%
	\$ 54,283	\$ 61,808	\$ 68,740	\$ 70,390	\$ 1,650	2.4%
Fire						
Other Services and Charges	\$ 656,401	\$ 696,675	\$ 751,180	\$ 913,510	\$ 162,330	21.6%
	\$ 656,401	\$ 696,675	\$ 751,180	\$ 913,510	\$ 162,330	21.6%
Emergency Management						
Personnel Expenses	\$ 5,070	\$ 5,141	\$ 5,280	\$ 7,710	\$ 2,430	46.0%
Supplies and Materials	-	-	-	-	-	0.0%
Other Services and Charges	927	1,461	1,550	1,550	-	0.0%
	\$ 5,996	\$ 6,602	\$ 6,830	\$ 9,260	\$ 2,430	35.6%
Protective Inspections						
Personnel Expenses	\$ 195,501	\$ 268,552	\$ 305,030	\$ 321,470	\$ 16,440	5.4%
Supplies and Materials	204	1,553	1,250	1,250	-	0.0%
Other Services and Charges	418,905	58,578	69,490	75,200	5,710	8.2%
	\$ 614,610	\$ 328,682	\$ 375,770	\$ 397,920	\$ 22,150	5.9%
Street Maintenance						
Personnel Expenses	\$ 263,797	\$ 317,000	\$ 344,360	\$ 375,680	\$ 31,320	9.1%
Supplies and Materials	50,020	66,755	55,250	65,500	10,250	18.6%
Other Services and Charges	304,418	530,395	396,820	406,750	9,930	2.5%
	\$ 618,235	\$ 914,150	\$ 796,430	\$ 847,930	\$ 51,500	6.5%
Recreation						
Personnel Expenses	\$ 111,452	\$ 123,795	\$ 156,690	\$ 171,990	\$ 15,300	9.8%
Supplies and Materials	6,351	14,553	23,250	23,400	150	0.6%
Other Services and Charges	23,623	40,460	57,190	57,190	-	0.0%
	\$ 141,426	\$ 178,808	\$ 237,130	\$ 252,580	\$ 15,450	6.5%
Park Maintenance						
Personnel Expenses	\$ 320,174	\$ 347,218	\$ 358,410	\$ 394,410	\$ 36,000	10.0%
Supplies and Materials	37,554	33,578	43,350	44,900	1,550	3.6%
Other Services and Charges	127,472	106,174	143,830	140,960	(2,870)	-2.0%
	\$ 485,200	\$ 486,969	\$ 545,590	\$ 580,270	\$ 34,680	6.4%
Transfers Out	\$ 548,000	\$ 102,540	\$ -	\$ 50,000	\$ 50,000	0.0%
TOTAL EXPENDITURES	<u>\$ 5,515,275</u>	<u>\$ 5,305,529</u>	<u>\$ 5,530,180</u>	<u>\$ 6,226,460</u>	<u>\$ 696,280</u>	<u>12.6%</u>

CITY OF ARDEN HILLS, MINNESOTA
GENERAL GOVERNMENT SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
City Council	\$ 67,262	\$ 53,060	\$ 56,850	\$ 88,370	55.4%
City Administration	346,982	385,175	420,840	506,960	20.5%
Elections	31,632	33,947	33,200	40,300	21.4%
Finance	150,251	143,713	191,550	191,940	0.2%
TCAAP	37,711	47,817	90,450	94,900	4.9%
Planning & Zoning	203,759	199,219	278,430	324,940	16.7%
Government Buildings	176,682	214,101	223,910	234,360	4.7%
Totals	1,014,278	1,077,032	1,295,230	1,481,770	14.4%

Total By Classification	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
Personnel Services	494,016	535,354	689,480	754,070	9.4%
Commodities	15,286	18,601	26,800	24,180	-9.8%
Contractual Services	504,976	523,077	578,950	703,520	21.5%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	1,014,278	1,077,032	1,295,230	1,481,770	14.4%

Staffing	2021	2022	2023	2024
Full-time equivalents	3.72	3.99	5.06	5.38



Function: General Government
Activity: Mayor & Council

Fund # : 101
Activity # : 41100

Activity Scope

The Mayor and City Council are responsible for the formulation of policy and the passage of laws governing the City of Arden Hills. Members participate in various committees, as well as direct staff, through the City Administrator, as to their overall goals for the City. This department provides for Mayor and Council compensation, Council meetings and work sessions, management consultants and memberships. When applicable, participation in NYFS is included in this budget, as is funding for the City Council Retreat Facilitator.

Objectives

1. Adopt policies and ordinances consistent with Council's position on growth, zoning and financial strategy.
2. Continue to work on the redevelopment of the TCAAP property.

Issues

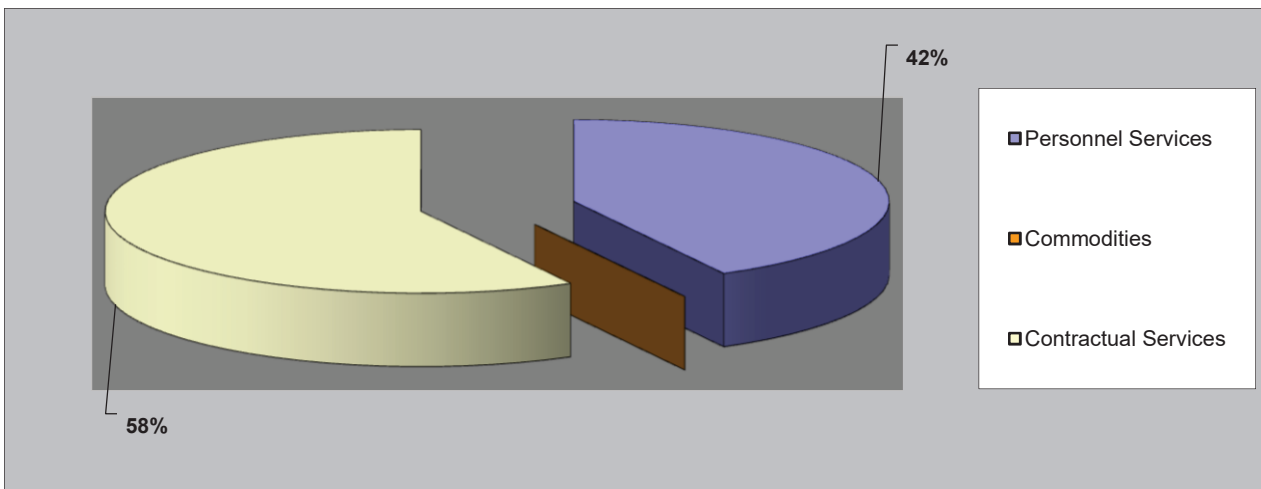
Creating funding sources to build reserve balances to fund future capital improvements while maintaining current City services.

Budget Commentary

In 2024, the Mayor and Council budget is proposed to increase by 55.4% or \$31,520. The budget for NYFS was added back in 2024.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 37,209	\$ 37,225	\$ 37,230	\$ 37,240
Commodities	-	-	150	-
Contractual Services	30,052	15,835	19,470	51,130
Total	\$ 67,262	\$ 53,060	\$ 56,850	\$ 88,370
Percent Change		(-21.1%)	7.1%	55.4%
NYFS amount included above	18,584	-	-	23,300

Expenditures by Classification



Function: General Government
Activity: Administration

Fund # : 101
Activity # : 41300

Activity Scope

City Administration provides the overall direction of the City, as determined by the City Council. The City Administrator serves as Chief Administrative Officer for the City, ensuring that laws, ordinances, and resolutions of the City Council are enforced and implemented. The Administration Department is responsible for administering Council policies, coordinating Council agendas, and providing support to other functional areas within the City.

Objectives

1. Assist City Council in setting policies and procedures in accordance with Council's position.
2. Provide direction and leadership on major city projects, budget management, oversee performance evaluations and long-range planning.

Issues

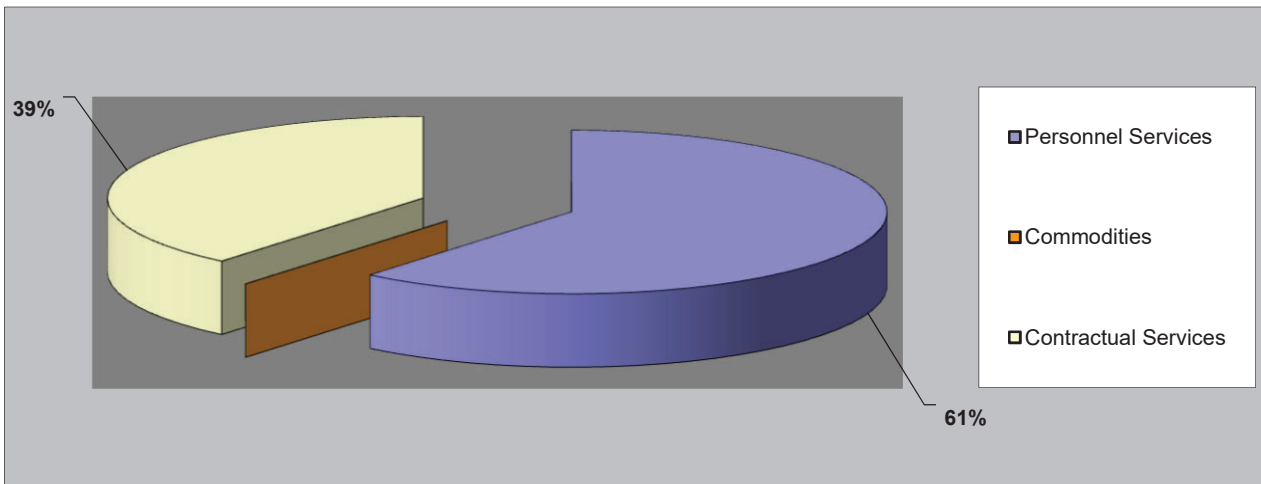
1. Long-range planning to maintain current City services while creating funding sources for reserves.
2. Long-range comprehensive TCAAP planning.

Budget Commentary

The 2024 Administration budget is increasing by 20.5% over 2023. The increase in personnel services is due to step, COLA, insurance benefit increases and an increase in fte's. The increase in contractual services is mainly due to an increase in property insurance and the addition of a comp study in 2024.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 219,152	\$ 247,988	\$ 262,340	\$ 309,210
Commodities	-	-	650	-
Contractual Services	127,830	137,186	157,850	197,750
Total	\$ 346,982	\$ 385,175	\$ 420,840	\$ 506,960
Percent Change		11.0%	9.3%	20.5%
Full-Time Equivalent positions	1.86	2.07	2.09	2.32

Expenditures by Classification



Function: General Government
Activity: Elections

Fund # : 101
Activity # : 41410

Activity Scope

This department covers the cost of administering all Federal, State and Municipal elections. This includes the preparation of any and all absentee ballots, organizing the polling places, election judges, and vote tabulations. The City contracts with Ramsey County for all the required election services.

Objectives

Stay current on election laws.

Issues

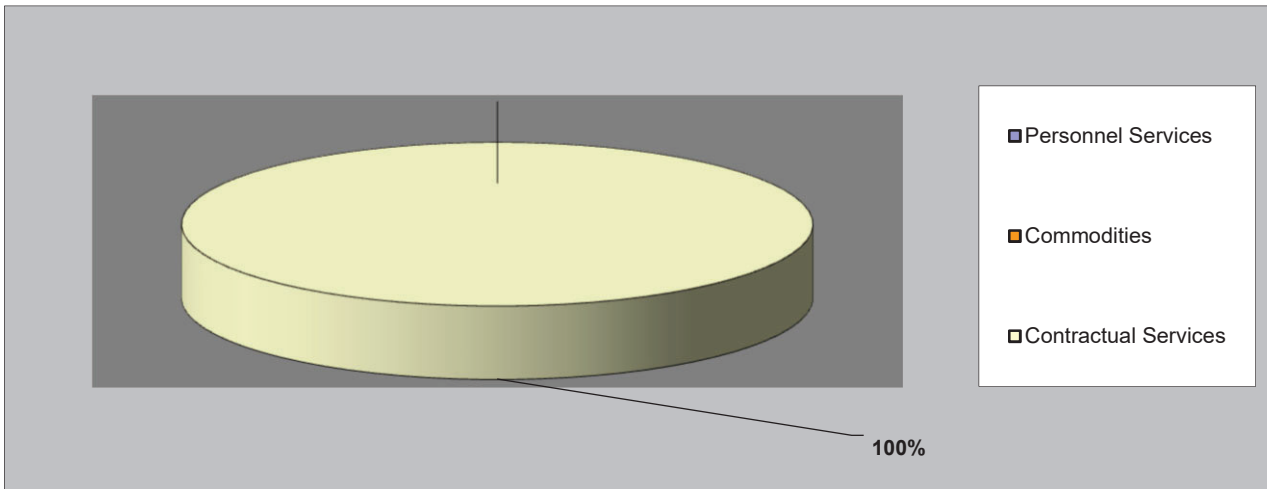
Stay current on election laws.

Budget Commentary

The Elections budget has a 21.4% increase for FY24.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	68	-	-
Contractual Services	31,632	33,879	33,200	40,300
Total	\$ 31,632	\$ 33,947	\$ 33,200	\$ 40,300
Percent Change		7.3%	(-2.2%)	21.4%

Expenditures by Classification



Function: General Government
Activity: Finance

Fund # : 101
Activity # : 41500

Activity Scope

Conducts the financial affairs of the City in accordance with the Government Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP). This includes protecting the assets of the City, the initiation of financial plans, investment and debt management, review and implementation of internal controls, and accounting for financial transactions including accounts payable, accounts receivable and payroll.

Objectives

1. Continue working to refine the financial management plan for the City.
2. Continue to produce an Annual Comprehensive Financial Report (ACFR) and reports for the public (Popular Annual Finance Report - PAFR) that receive the GFOA's award for excellence in reporting.
3. Provide meaningful and timely financial reports and information to Council, Commissions and other City Departments.

Issues

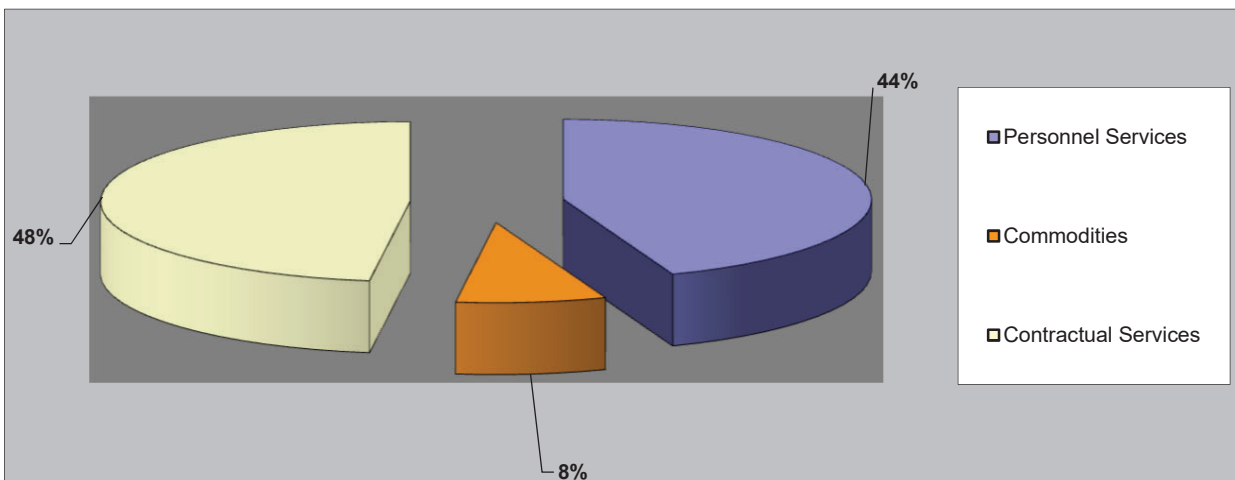
1. Implement improved reporting procedures to inform Council, Commissions and Departments.
2. Work with other Departments to find ways to reduce costs of City operations.
3. Analyze and implement ways to reduce transaction processing and costs.

Budget Commentary

This budget increased by 0.2% in 2024, or \$390.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 68,026	\$ 62,080	\$ 79,630	\$ 84,980
Commodities	10,229	10,477	16,500	15,000
Contractual Services	71,996	71,156	95,420	91,960
Total	<u>\$ 150,251</u>	<u>\$ 143,713</u>	<u>\$ 191,550</u>	<u>\$ 191,940</u>
Percent Change		(-4.4%)	33.3%	0.2%
Full-Time Equivalent positions	0.55	0.47	0.63	0.65

Expenditures by Classification



Function: General Government
Activity: TCAAP

Fund # : 101
Activity # : 41600

Activity Scope

This department was established to account for revenue and expenditure activity related to the City’s comprehensive re-use planning at the Twin Cities Army Ammunition Plant (TCAAP) site.

Objectives

1. Coordination of TCAAP redevelopment planning activities while continuing to meet the needs of the City of Arden Hills.
2. Work with Ramsey County through the Joint Development Authority (JDA).

Issues

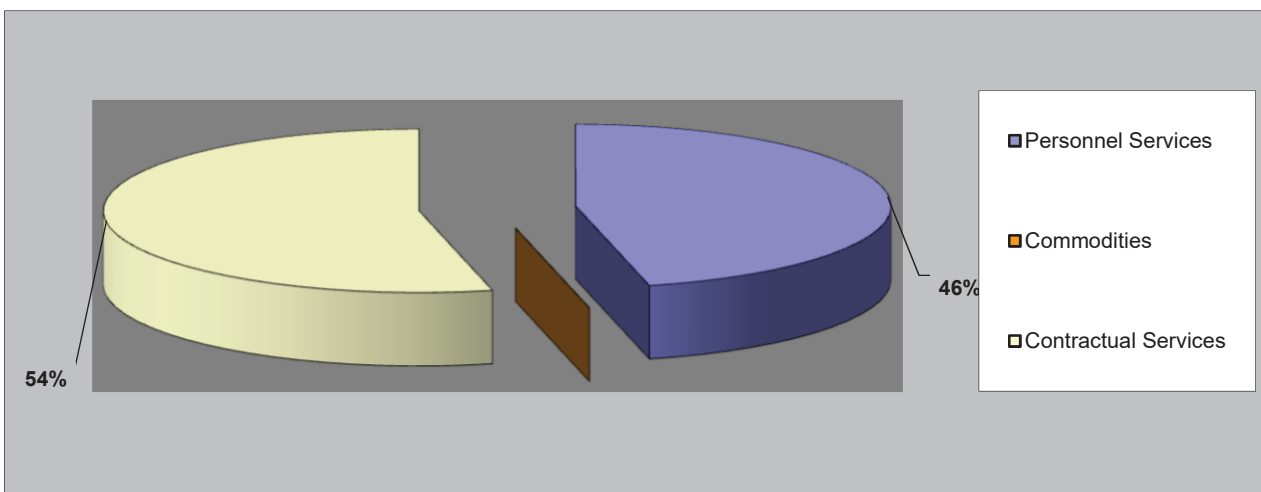
1. Economic conditions.
2. Coordinating with multiple entities/players.

Budget Commentary

Ramsey County purchased the property and established a Joint Development Authority (JDA) with the City. Placeholders for consultant costs have been included, and staff time has been allocated for City Administration, Community Development, and Public Works as they act as the City’s support staff to this Authority. The 2024 budget shows an increase of 4.9% due to an increase in personnel costs.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 22,282	\$ 37,020	\$ 39,450	\$ 43,900
Commodities	-	-	-	-
Contractual Services	15,429	10,797	51,000	51,000
Total	\$ 37,711	\$ 47,817	\$ 90,450	\$ 94,900
Percent Change		26.8%	89.2%	4.9%
Full-Time Equivalent positions	0.13	0.23	0.23	0.25

Expenditures by Classification



Function: General Government
Activity: Planning & Zoning

Fund # : 101
Activity # : 41910

Activity Scope

Responsible for all planning and zoning related functions of the City. Activities administered by this department include requests for variances, subdivisions, re-zonings, zoning code amendments, signs, conditional use permits, compliance with City Ordinances and other land use issues. The Planners work closely with Protective Inspections, Code Enforcement, and Community Development.

The Planning Commission, consisting of seven members appointed annually by the City Council, meets monthly to review the above requests and to make recommendations to the City Council in an advisory capacity.

Objectives

1. Continue to work on Rental Housing registrations.
2. Continue improvements of the City's planning process.

Issues

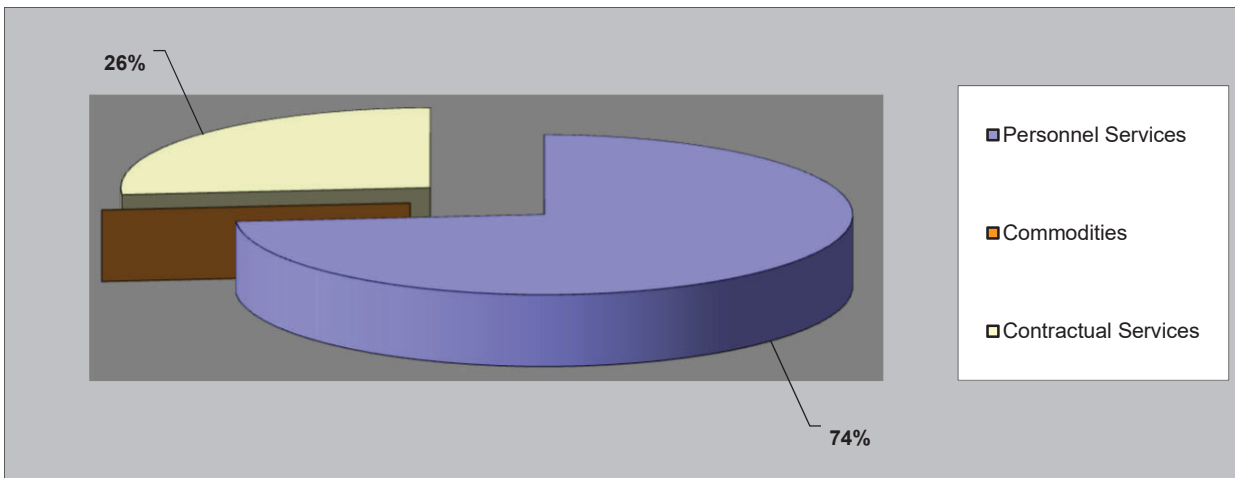
1. Rental Housing registrations.
2. Refine Building Permit process.
3. Research and refine an Administrative Fines process.

Budget Commentary

The budget for 2024 is an increase of 16.7% over the 2023 budget. Contractual services includes \$40,000 for ordinance updates.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 114,783	\$ 115,217	\$ 233,470	\$ 239,180
Commodities	-	-	-	-
Contractual Services	88,976	84,002	44,960	85,760
Total	\$ 203,759	\$ 199,219	\$ 278,430	\$ 324,940
Percent Change		(-2.2%)	39.8%	16.7%
Full-Time Equivalent positions	0.93	0.93	1.84	1.89

Expenditures by Classification



Function: General Government
Activity: Government Buildings

Fund # : 101
Activity # : 41940

Activity Scope

This department captures all of the operation/maintenance related costs for the City Hall and Government Building facilities.

The City entered into a contract with Ramsey County for a joint maintenance facility located just west of City Hall off County Road 96 on Paul Kirkwold Drive. The new facility was completed and occupied as of October 2004. 45% of the City's portion of the Ramsey County maintenance facility is charged to this budget.

Objectives

Maintain a reputable facility to house meetings and staff.

Issues

Normal maintenance and repair issues as the building (City Hall) has now been in operation since 2002.

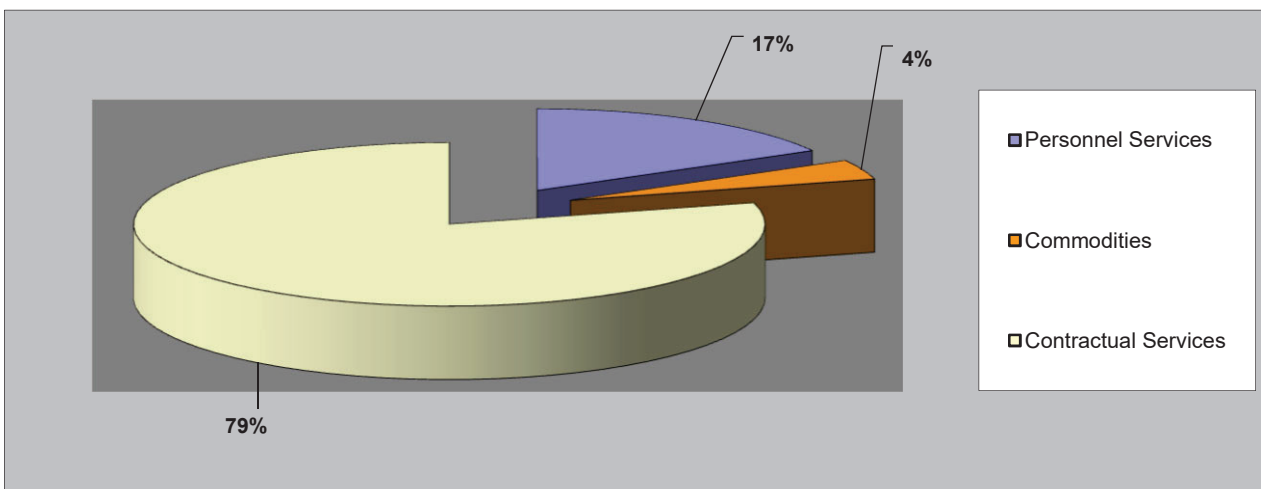
Budget Commentary

The 2024 budget is an increase of 4.7% from the previous year's budget mainly due to increases for trash removal at the Public Works maintenance facility.

Budget Summary

	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 32,563	\$ 35,823	\$ 37,360	\$ 39,560
Commodities	5,057	8,056	9,500	9,180
Contractual Services	139,062	170,221	177,050	185,620
Total	\$ 176,682	\$ 214,101	\$ 223,910	\$ 234,360
Percent Change		21.2%	4.6%	4.7%
Full-Time Equivalent positions	0.26	0.28	0.28	0.28

Expenditures by Classification

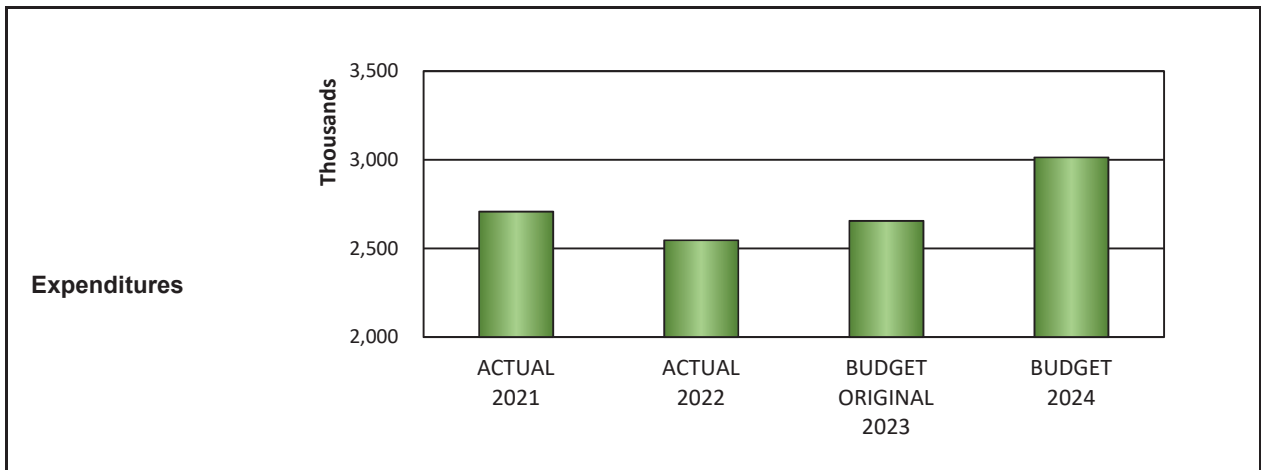


CITY OF ARDEN HILLS, MINNESOTA
PUBLIC SAFETY SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
Police	\$ 1,376,846	\$ 1,452,262	\$ 1,453,280	\$ 1,622,830	11.7%
Dispatch	54,283	61,808	68,740	70,390	2.4%
Fire	656,401	696,675	751,180	913,510	21.6%
Emergency Management	5,996	6,602	6,830	9,260	35.6%
Protective Inspections	614,610	328,682	375,770	397,920	5.9%
Totals	2,708,136	2,546,029	2,655,800	3,013,910	13.5%

Total By Classification	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
Personnel Services	200,571	273,692	310,310	329,180	6.1%
Commodities	204	1,553	1,250	1,250	0.0%
Contractual Services	2,507,362	2,270,784	2,344,240	2,683,480	14.5%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	2,708,136	2,546,029	2,655,800	3,013,910	13.5%

Staffing	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET
Full-time equivalents	1.85	2.63	2.79	2.81



Function: Public Safety
Activity: Police

Fund # : 101
Activity # : 42100

Activity Scope

Law Enforcement services for Arden Hills are provided on a contractual basis with the Ramsey County Sheriff's Department. Animal control services are included in this budget.

Objectives

Continue contracting for law enforcement and animal control services.

Issues

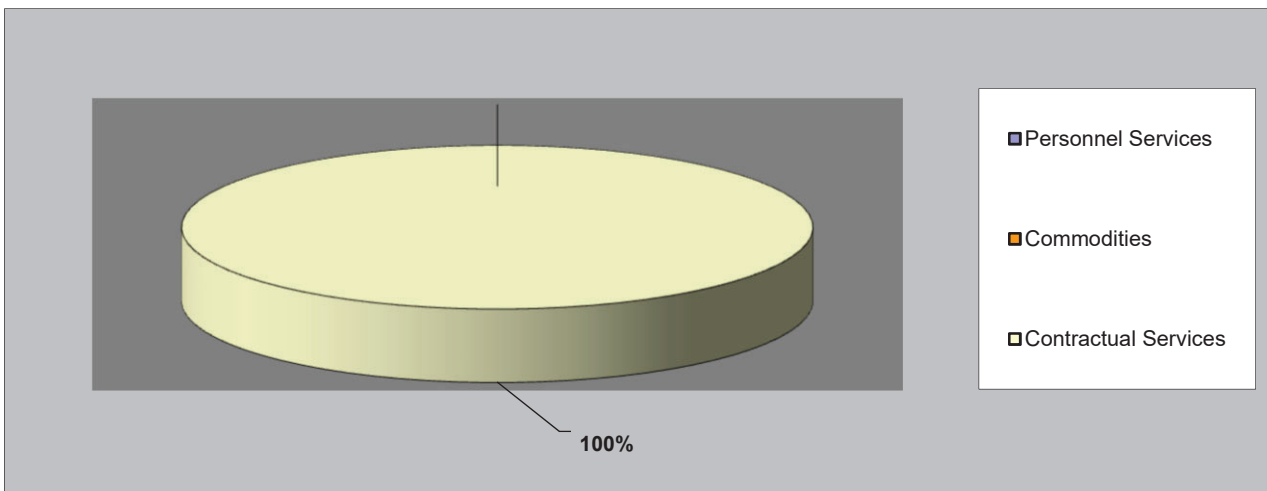
1. Resident concerns over police coverage and visibility.
2. Response times.

Budget Commentary

Arden Hills' portion of the Ramsey County Sheriff's Contracting Communities 2024 budget increased 11.7% over 2023. Animal control costs and boarding are included within this budget.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	1,376,846	1,452,262	1,453,280	1,622,830
Total	\$ 1,376,846	\$ 1,452,262	\$ 1,453,280	\$ 1,622,830
Percent Change		5.5%	0.1%	11.7%

Expenditures by Classification



Function: Public Safety
Activity: Dispatch

Fund # : 101
Activity # : 42150

Activity Scope

Emergency dispatch services are provided by Ramsey County.

Objectives

Continue contracting dispatch services.

Issues

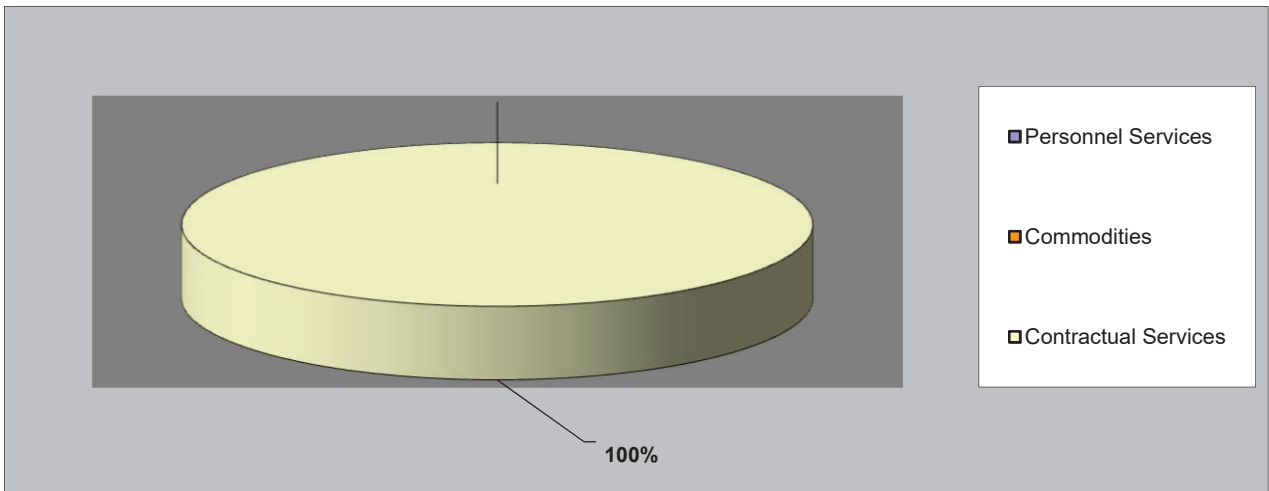
Continue to maintain service levels at a reasonable cost.

Budget Commentary

Arden Hills' portion of the Ramsey County 911 Dispatch Department operating budget increased by 2.4%.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	54,283	61,808	68,740	70,390
Total	\$ 54,283	\$ 61,808	\$ 68,740	\$ 70,390
Percent Change		13.9%	11.2%	2.4%

Expenditures by Classification



Function: Public Safety
Activity: Fire

Fund # : 101
Activity # : 42200

Activity Scope

Fire protection for Arden Hills is provided by the Lake Johanna Fire Department on a contractual basis. Lake Johanna Fire Department presently provides services to the cities of Arden Hills, Shoreview, and North Oaks. Arden Hills pays a percentage of operating and capital costs based on a formula approved by the Lake Johanna Fire Department and Arden Hills City Council.

Objectives

Continue contracting for fire protection services.

Issues

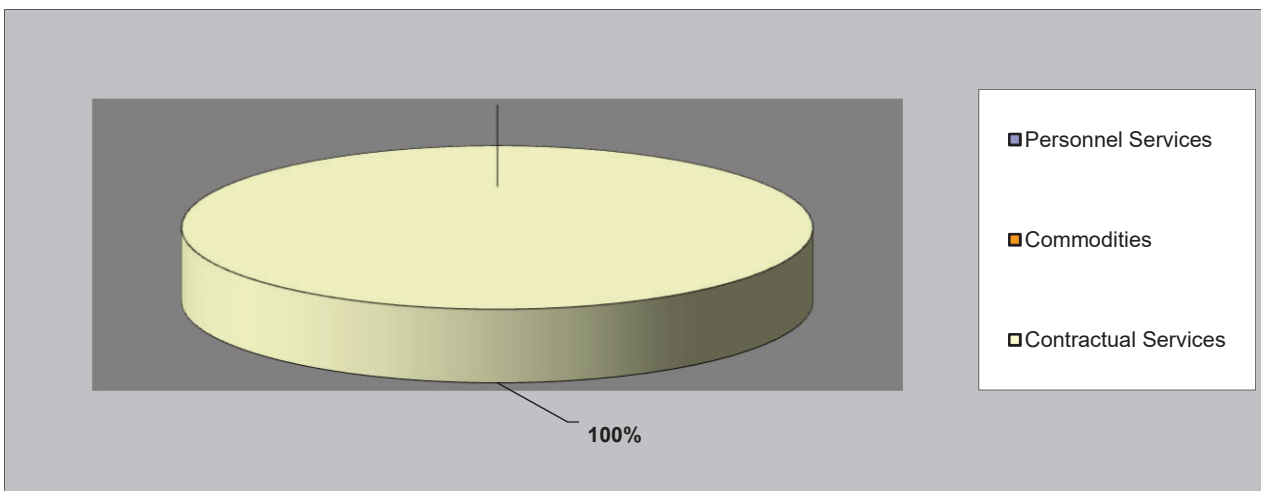
Continue to maintain service levels at a reasonable cost.

Budget Commentary

Arden Hills' portion of the Lake Johanna Fire Department operating budget increased 21.6%. This budget reflects increases to operating costs.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	656,401	696,675	751,180	913,510
Total	\$ 656,401	\$ 696,675	\$ 751,180	\$ 913,510
Percent Change		6.1%	7.8%	21.6%

Expenditures by Classification



Function: Public Safety
Activity: Emergency Management

Fund # : 101
Activity # : 42300

Activity Scope

Emergency Management coordination for the City is required by the Federal Government. This department works closely with Ramsey County Department of Homeland Security, as well as the Ramsey County Sheriff and Lake Johanna Fire Department. The City contracts with a consultant to provide these services.

Objectives

1. Update City's Emergency Response Policy and Procedures.
2. Train staff in emergency management procedures.

Issues

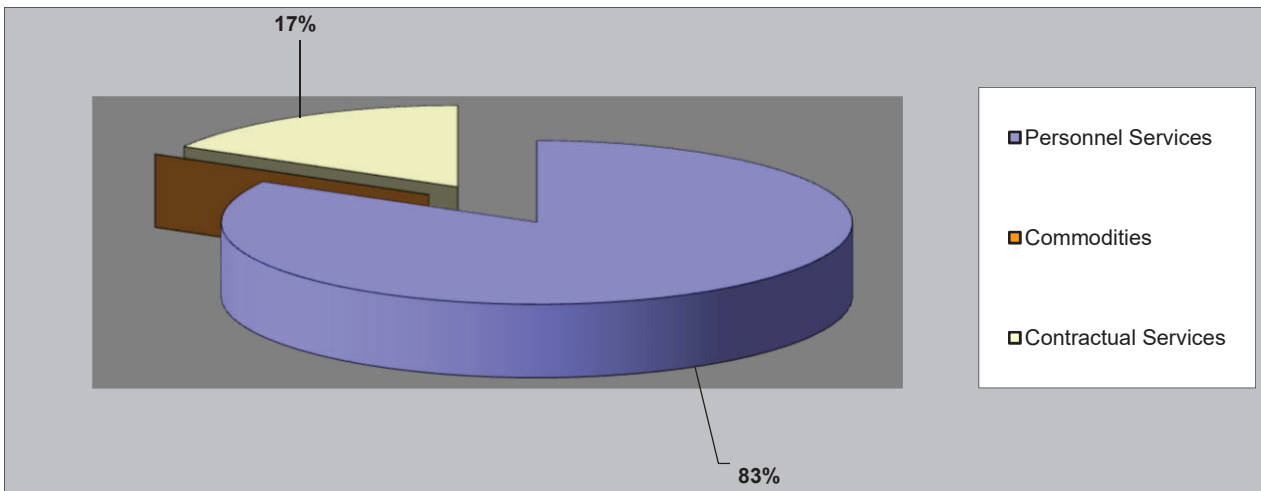
Coordinate with Ramsey County's emergency response procedures and policies.

Budget Commentary

The 2024 budget is an increase of 35.6% from the 2023 budget or \$2,430.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 5,070	\$ 5,141	\$ 5,280	\$ 7,710
Commodities	-	-	-	-
Contractual Services	927	1,461	1,550	1,550
Total	\$ 5,996	\$ 6,602	\$ 6,830	\$ 9,260
Percent Change		10.1%	3.5%	35.6%
Full-Time Equivalent positions	0.02	0.02	0.02	0.04

Expenditures by Classification



Function: Public Safety **Fund # :** 101
Activity: Protective Inspections **Activity # :** 42400

Activity Scope

This department is responsible for all building construction, plumbing, sewer, water and mechanical inspections within the City. Electrical inspections are contracted with an independent inspection firm. This department is also responsible for enforcement of the Zoning Code and other sections of the City Code of Ordinances.

Objectives

1. Continue implementation of the building codes.
2. Continue to work on Building Permit software to produce Council reports.

Issues

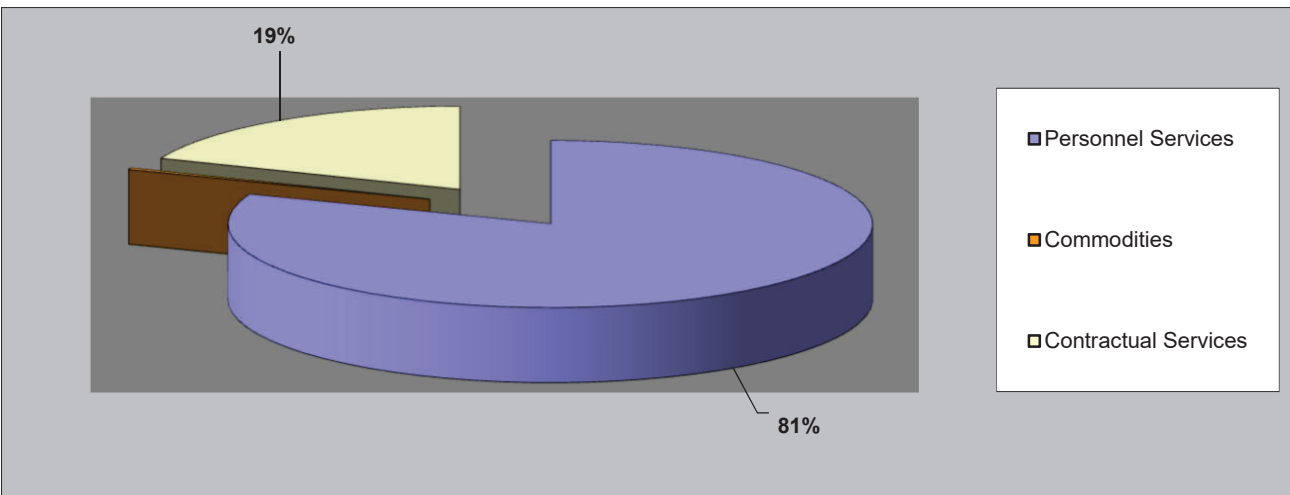
1. Managing and prioritizing department workloads.
2. Keep up with rental license inspections of investor owned residential properties.
3. Continue implementation and design of new Building Permit software and reports.

Budget Commentary

The 2024 operating budget is an increase of 5.9% from the previous year's budget mainly due to step, COLA and insurance benefit increases. There is also an increase of \$8,000 for electrical inspection services based on projected revenue.

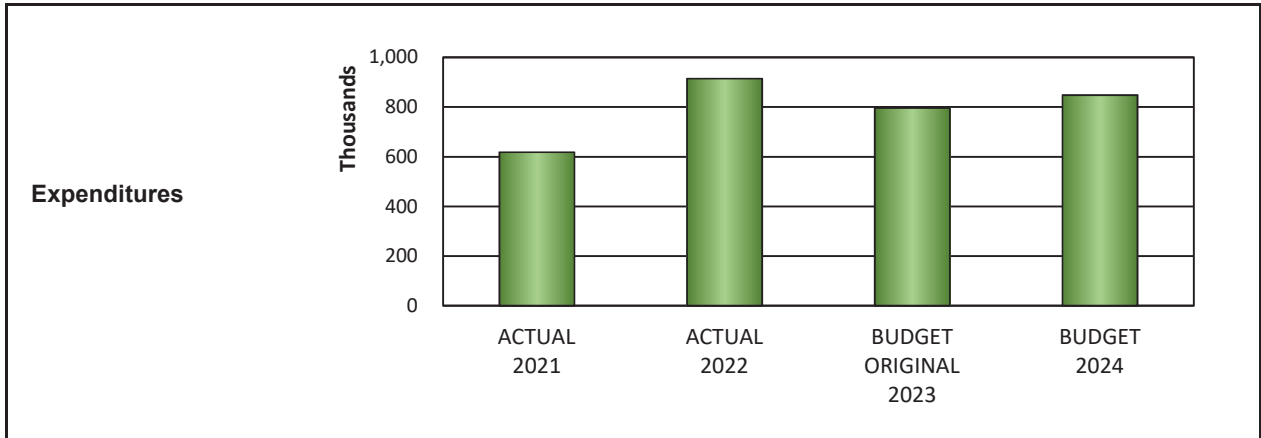
<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 195,501	\$ 268,552	\$ 305,030	\$ 321,470
Commodities	204	1,553	1,250	1,250
Contractual Services	418,905	58,578	69,490	75,200
Total	\$ 614,610	\$ 328,682	\$ 375,770	\$ 397,920
Percent Change		(-46.5%)	14.3%	5.9%
 Full-Time Equivalent positions	 1.83	 2.62	 2.77	 2.77

Expenditures by Classification



CITY OF ARDEN HILLS, MINNESOTA
PUBLIC WORKS SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
Streets	\$ 618,235	\$ 914,150	\$ 796,430	\$ 847,930	6.5%
Totals	618,235	914,150	796,430	847,930	6.5%
Total By Classification					
Personnel Services	263,797	317,000	344,360	375,680	9.1%
Commodities	50,020	66,755	55,250	65,500	18.6%
Contractual Services	304,418	530,395	396,820	406,750	2.5%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	618,235	914,150	796,430	847,930	6.5%
Staffing					
Full-time equivalents	2.23	2.36	2.44	2.49	



Function: Public Works
Activity: Street Maintenance

Fund # : 101
Activity # : 43100

Activity Scope

This department is responsible for maintaining City streets, including snowplowing, minor street repair, street signs, and street sweeping.

Objectives

1. Maintain street infrastructure utilizing all available techniques including crack sealing, seal coating, patching and overlays.
2. Recommend a cost effective program for reconstructing/reclaiming street surfaces when maintenance techniques no longer provide the desired results.
3. Maintain and update equipment and vehicles.

Issues

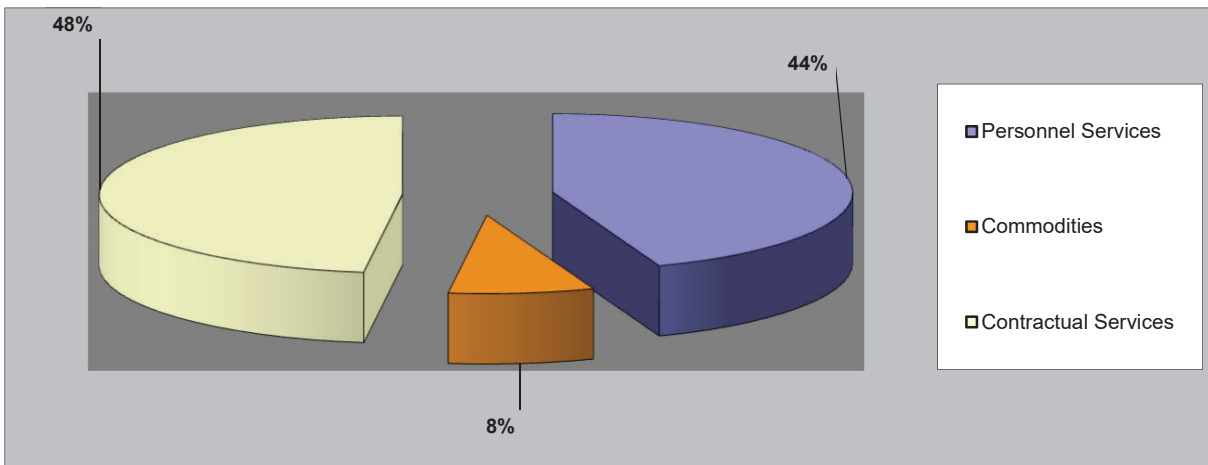
1. Implement a capital improvement program for City infrastructure.
2. Balance the public works department needs with available funds.
3. Aging equipment.
4. Increased safety regulation for equipment and vehicles.

Budget Commentary

The 2024 operating budget is an increase of \$51,500 from the previous year's budget. Personnel service increases are due to an increase in the fte allocation, step, COLA and insurance benefit increases. Adjustments were made to supplies and contractual services for sand/salt purchases and pavement condition survey work.

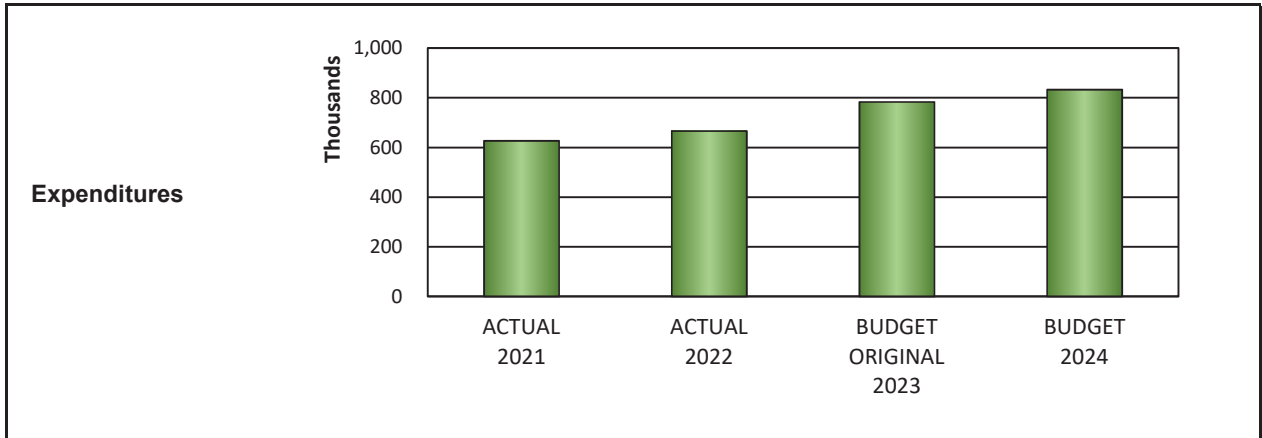
Budget Summary	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 263,797	\$ 317,000	\$ 344,360	\$ 375,680
Commodities	50,020	66,755	55,250	65,500
Contractual Services	304,418	530,395	396,820	406,750
Total	\$ 618,235	\$ 914,150	\$ 796,430	\$ 847,930
Percent Change		47.9%	(-12.9%)	6.5%
Full-Time Equivalent positions	2.23	2.36	2.44	2.49

Expenditures by Classification



CITY OF ARDEN HILLS, MINNESOTA
PARKS & RECREATION SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
Recreation	\$ 141,426	\$ 178,808	\$ 237,130	\$ 252,580	6.5%
Parks	485,200	486,969	545,590	580,270	6.4%
Totals	626,626	665,777	782,720	832,850	6.4%
Total By Classification					
Personnel Services	431,625	471,013	515,100	566,400	10.0%
Commodities	43,906	48,130	66,600	68,300	2.6%
Contractual Services	151,095	146,634	201,020	198,150	-1.4%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	626,626	665,777	782,720	832,850	6.4%
Staffing					
Full-time equivalents	4.21	4.15	4.32	4.46	



Function: Parks and Recreation
Activity: Recreation

Fund # : 101
Activity # : 45120

Activity Scope

This department provides all recreational activities to residents of Arden Hills, as well as residents from neighboring communities.

Objectives

To provide recreational activities to residents of Arden Hills.

Issues

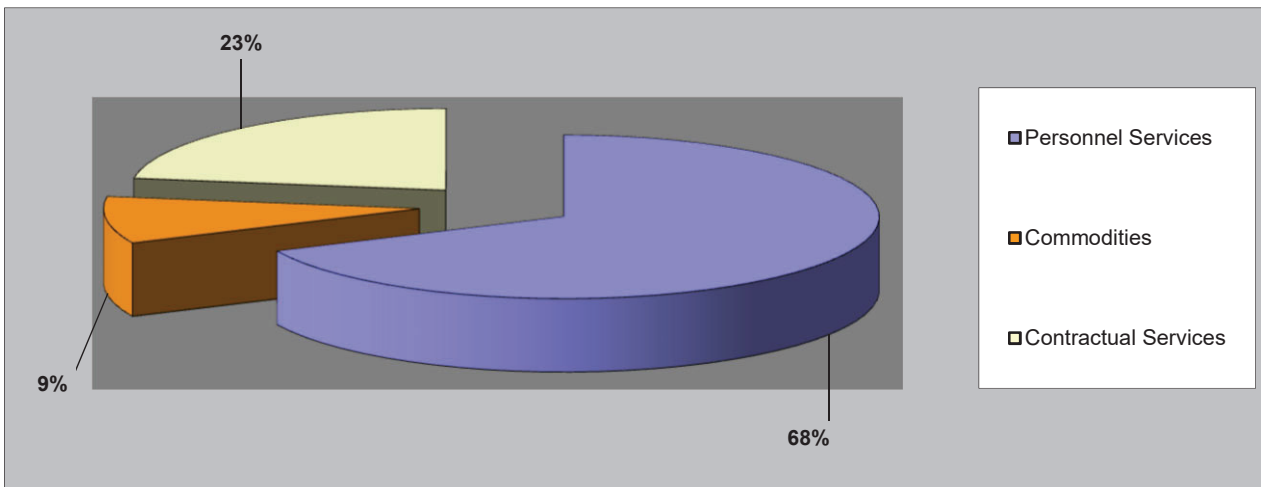
1. Develop senior programming.
2. Budget constraints.

Budget Commentary

The 2024 operating budget is an increase of 6.5% from the previous year’s budget. This is mainly due to allocation, step, COLA and insurance benefit increases.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 111,452	\$ 123,795	\$ 156,690	\$ 171,990
Commodities	6,351	14,553	23,250	23,400
Contractual Services	23,623	40,460	57,190	57,190
Total	\$ 141,426	\$ 178,808	\$ 237,130	\$ 252,580
Percent Change		26.4%	32.6%	6.5%
Full-Time Equivalent positions	1.24	1.12	1.28	1.37
% of costs covered by revenue	45.1%	44.4%	34.8%	29.6%

Expenditures by Classification



Function: Parks and Recreation
Activity: Park Maintenance

Fund # : 101
Activity # : 45200

Activity Scope

Responsible for maintenance of City parks and trails as well as administration of the diseased tree/forestry program. This includes maintaining and improving playground and picnic facilities, fertilizing and mowing of grass, maintaining athletic fields, flooding and maintenance of outdoor ice rinks, snow and ice removal, and tree preservation within the parks system of the City. These assets of the City are extensively used by the residents, and improvements must be made to uphold the safety, functionality and beauty the City represents.

Objectives

1. Continue pathway maintenance.
2. Continue implementing City's Comprehensive Park and Trails plan.

Issues

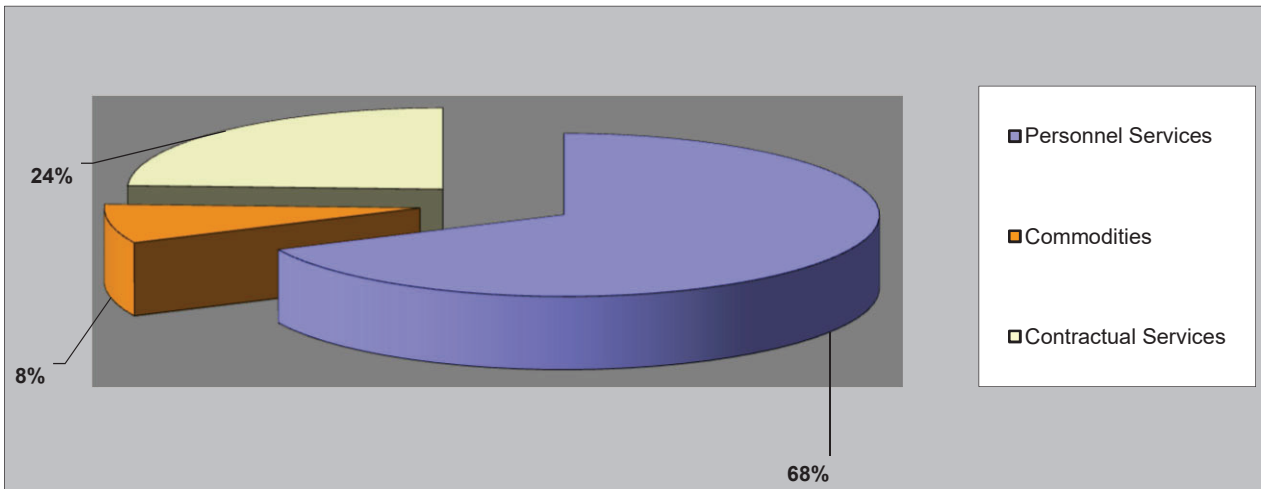
1. Other maintenance concerns coming up and not allowing completion of existing projects.
2. Budget constraints for future and existing projects.

Budget Commentary

The 2024 operating budget is an increase of 6.4% from the previous year's budget. This is mainly due to allocation, step, COLA, temp wages, and insurance benefit increases.

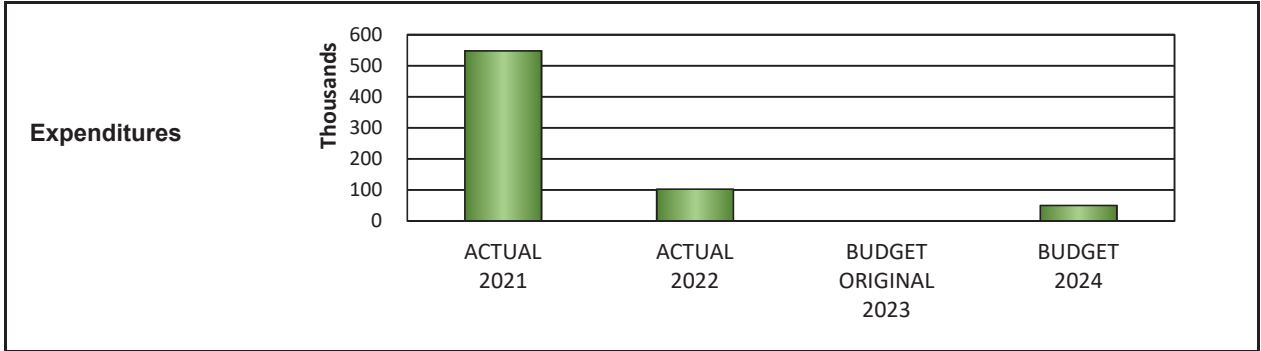
<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ 320,174	\$ 347,218	\$ 358,410	\$ 394,410
Commodities	37,554	33,578	43,350	44,900
Contractual Services	127,472	106,174	143,830	140,960
Total	\$ 485,200	\$ 486,969	\$ 545,590	\$ 580,270
Percent Change		0.4%	12.0%	6.4%
Full-Time Equivalent positions	2.96	3.03	3.04	3.09

Expenditures by Classification



CITY OF ARDEN HILLS, MINNESOTA
MISCELLANEOUS SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2024 BUDGET	PERCENT OVER(UNDER) 2023 BUDGET
Unallocated	\$ 548,000	\$ 102,540	\$ -	\$ 50,000	N/A
Totals	548,000	102,540	0	50,000	N/A
Total By Classification					
Personnel Services	-	-	-	-	N/A
Commodities	-	-	-	-	N/A
Contractual Services	-	-	-	-	N/A
Capital Outlay	-	-	-	-	N/A
Other Charges	548,000	102,540	-	50,000	N/A
Totals	548,000	102,540	0	50,000	N/A
Staffing					
Full-time equivalents	0.00	0.00	0.00	0.00	



Function: Unallocated
Activity: Transfers

Fund # : 101
Activity # : 49300

Activity Scope

The transfers to other funds budget is utilized to account for the transfer of general fund revenues to other funds within the City financial structure.

Objectives

1. To build reserves for capital equipment replacement.
2. To subsidize infrastructure improvements.

Issues

Budget constraints.

Budget Commentary

This budget is used to account for transfers out of the General Fund to other funds of the City. \$548,000 was transferred to the PIR Fund in 2021. \$102,540 was transferred to the PIR fund in 2022. The 2024 budget includes a transfer to the Cable Fund of \$50,000.

<u>Budget Summary</u>	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2024 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	-	-
Other Charges	548,000	102,540	-	50,000
Total	\$ 548,000	\$ 102,540	\$ -	\$ 50,000
Percent Change		(-81.3%)	(-100.0%)	100.0%

Expenditures by Classification

