



City of Arden Hills Minnesota

2023 Adopted Budget



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**CITY OF ARDEN HILLS
MINNESOTA**

2023 BUDGET

2023 CITY OFFICIALS

**TERM OF OFFICE EXPIRES
DECEMBER 31ST**

Mayor.....David Grant	2026
Councilperson.....Brenda Holden	2024
Councilperson.....Tom Fabel	2024
Councilperson.....Tena Monson	2026
Councilperson.....Emily Rousseau	2026
City Administrator.....Dave Perrault	
City Clerk.....Julie Hanson	
Finance Director.....Gayle Bauman	
Public Works Director.....David Swearingen	

**CITY OF ARDEN HILLS, MINNESOTA
2023 BUDGET**

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Guide to the Document

A budget serves many purposes. It is the City's annual financing and spending plan, providing a means for allocating resources to meet the needs and desires of the residents of the City. The budget balances City revenues with community priorities and requirements. The annual budget serves as a communication device, a policy document, a resource allocation tool, an accountability tool, and a management tool. The budget document grants spending authority to City staff, as well as providing the spending plan for the City of Arden Hills.

Document Organization

Pertinent Information on Arden Hills

This section relays the Vision Statement of the City and a brief history of our community. A Citywide organizational chart and maps are included.

Budget Message

The City Administrator's Budget Message summarizes the budget by outlining critical issues and challenges for the fiscal year and accomplishments of the prior year. The budget overview summarizes the financial components of the City, including revenue trends and significant new expenditures.

Staffing

This section contains a list of all authorized positions for the City by department and provides historical staffing information.

Policies

This section contains budget policies and procedures adopted by the City Council and followed by staff.

Summary Information

This section of the budget contains summary information about the structure of the City government. It includes budget practices and policies, the City's budget process, as well as budget assumptions and summary financial tables.

General Fund

The accounts of the city are organized on the basis of funds and account groups. These funds and account groups are organized to segregate and account for restricted resources.

Each fund and account group is a separate accounting entity. The General Fund is the primary revenue source for most parks and recreation and neighborhood and community services. Department detail is included.

Other Funds

The other funds section contains non-general fund sources of revenues. These funds are grouped into Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Enterprise Funds. Each fund type is described in this section and a financial summary is provided for each.

Capital Improvement Plan

The capital improvement projects scheduled for funding in the budget year are summarized in this section. The capital improvement budgets for the budget year are included in the Department and Capital Fund sections to present a comprehensive view of all funds of the City.

Long Term Financial Forecasting

Long term forecasting is an important tool for a City to use in developing programs and project schedules. This section will include the status of the City's ten-year forecast.

Glossary

Budget terms and acronyms used in the budget document are provided for the reader's reference.

Pertinent Information on the City of Arden Hills



VISION

A strong community that values its unique environmental setting, strong residential neighborhoods, vital business community, well-maintained infrastructure, fiscal soundness, and our long-standing tradition as a desirable City in which to live, work, and play.

CORE VALUES

In bringing our vision into the future, we are committed to maintaining and building on our core values:

- ◆ ***Strong neighborhoods and businesses***
- ◆ ***Community development and integration of old and new***
 - ◆ ***Fiscal responsibility***
 - ◆ ***Environmental awareness and stewardship***
 - ◆ ***Effective, timely, and inclusive communication***
- ◆ ***Responsible stewardship of infrastructure, parks, and trails***
 - ◆ ***Community-based planning***
 - ◆ ***Efficient and effective police and fire protection***

A Brief History

The City of Arden Hills is located in the northwest corner of Ramsey County. The city sits north of Roseville, south and west of Shoreview, and east of Mounds View and New Brighton. Interstate 35W runs along the Western boundary of the city, Lexington Avenue runs along the eastern boundary, County Road I forms the northern boundary and County Road D is the southern boundary. In total the city is approx. 9.6 square miles.

The name of the City is said to have come from billionaire Senator Joseph Hackey's hobby farm, Arden Farms. Hackey started the farm within the city limits back in 1906. Hackey was not the first to start farming the area though. The first actual settler was Charles Perry, who ran a small potato farm adjacent to Lake Johanna in the 1850's. Lake Johanna sits at the southern end of the city and has been a popular location for swimming, fishing and boating since the late 1800's.

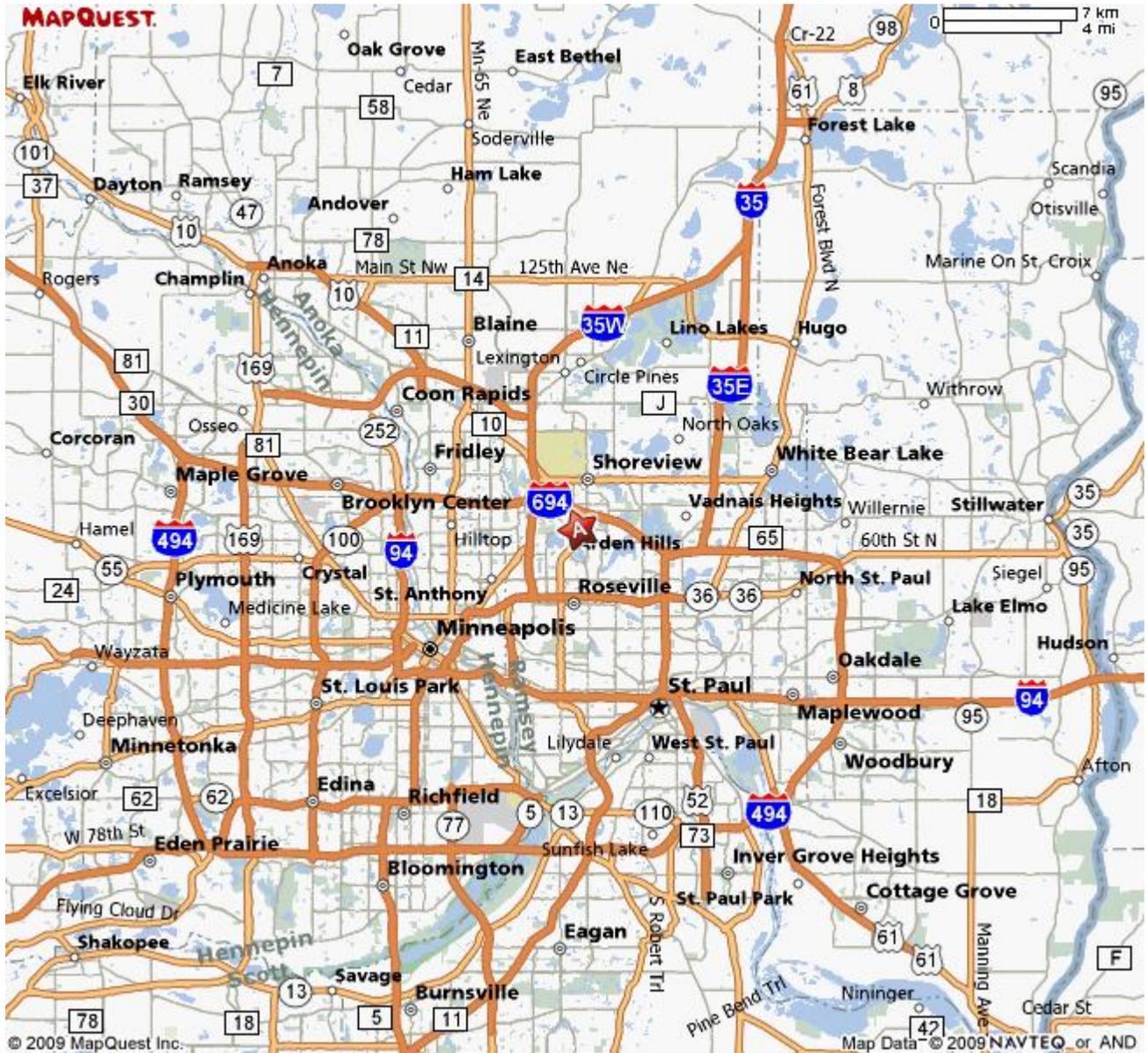
The city was originally part of the Mounds View Township. When the township was organized, it included the present Shoreview, Arden Hills, New Brighton, Mounds View, and parts of North Oaks and St. Anthony. Arden Hills was incorporated on February 14, 1951, in response to New Brighton's request for annexation of the area. Over the next 20 years the boundaries of the city were formed through other annexation deals and land trades, forming the city as it currently stands.

In 1941 the Federal government purchased 2,530 acres of farmland, approximately 1/3 of the city, for the establishment of an ammunition manufacturing site. At its peak, during World War II, the arsenal employed 26,000 people, producing 4 billion rounds of ammunition. The plant remained active throughout WWII, Korea and Vietnam. In 1994 the land was declared by the United States Army as excess federal land. The Minnesota National Guard still controls and uses the east half of the site for training.

Arden Hills experienced a rapid growth from 1970-1979, during which a total of 1,065 new housing units were constructed. This is about a third of the present number of housing units in the city. Arden Hills is also home to 2 major corporations, Boston Scientific and Land O' Lakes. The direct access to Interstate 35W, Interstate 694, U.S. Highway 10, Minnesota Highway 51, and County Highway 96 make the city an ideal location for both business and residents. The city is also home to Bethel University and Northwestern College, which is partially within city limits. Mounds View High School is also located within the city boundary.

The current city population is estimated at 10,038 residents. In 1996 the city conducted a Quality of Life study and found that residents are very satisfied with their community. Location, high quality schools and available housing were found to be the most important reasons for living in Arden Hills. Parks, a small town feeling, and lower taxes are also important to the residents of Arden Hills.

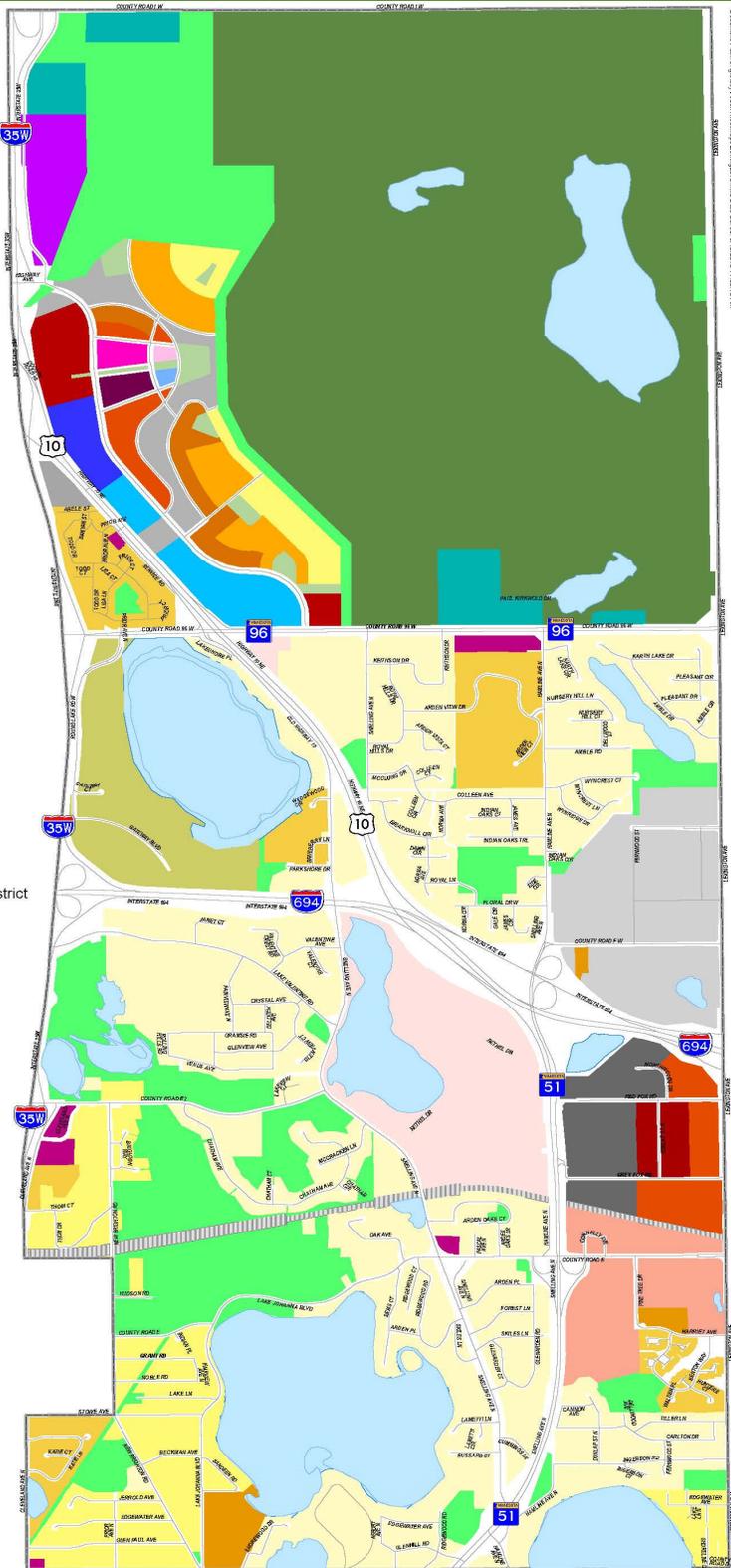
MAP OF ARDEN HILLS AND SURROUNDING AREA





Zoning Map

- TRC CC - Campus Commercial
- TRC CO - Civil/Open Space
- TRC FO - Flex Office
- TRC RMU - Retail Mixed Use
- TRC NR-1 - Residential
- TRC NR-2 - Residential
- TRC NR-3 - Residential
- TRC NR-4 - Residential
- TRC OMU - Office Mixed Use
- TRC OS - Open Space
- TRC TC-1 - Town Center
- TRC TC-2 - Town Center
- TRC TC-3 - Town Center
- TRC - Water Infrastructure
- R-1 - Single Family Residential District
- R-2 - Single & Two Family Residential District
- R-3 - Townhouse & Low Density Multiple Dwelling District
- R-4 - Multiple Dwelling District
- B-1 - Limited Business District
- B-2 - General Business District
- B-3 - Service Business District
- B-4 - Retail Center District
- NB - Neighborhood Business District
- CC - Civic Center District
- G-B - Gateway Business
- I-1 - Limited Industrial District
- I-2 - General Industrial District
- I-FLEX District
- POS - Parks and Open Space District
- CD - Conservation District
- Railroad
- WATER

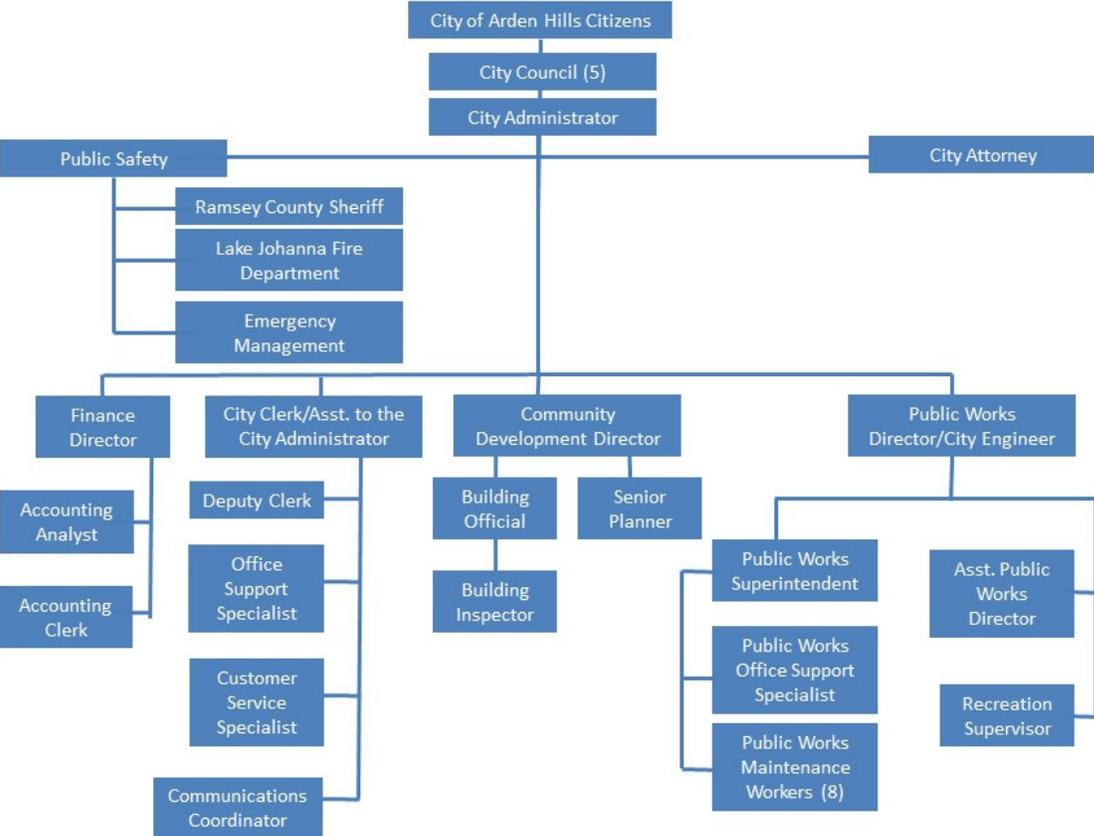


The zoning district designations represented on this map correspond to the City of Arden Hills official Zoning Map. Questions concerning the Zoning Map should be directed to City Hall. Zoning designations are subject to change. Please refer to the Zoning Code for complete information.

Adopted: April 12, 1993
Updated: September 13, 2018



City of Arden Hills Organizational Chart



Budget Message

Honorable Mayor and Council Members:

Annually, the City Administrator must prepare a budget and present it to the City Council. The following budget report represents a summary of the adopted proposals for all services to be provided by the City in 2023. The 2023 budget includes the operations of the General Fund which is supported by property taxes and the memorandum budgets for the Special Revenue Funds, Debt Service Fund, Capital Project Funds, Internal Service Funds, and Enterprise Funds. The City Council has reviewed the budget in work sessions over the past months. On September 26, 2022, the City Council adopted the preliminary property tax levy. The proposed 2023 budget and final property tax levy were adopted at the December 12, 2022 City Council Meeting.

The budget is more than a financial document, as it reflects the City's plans, policies, procedures, and objectives regarding services to be provided in fiscal year 2023 and beyond. The following segments will serve to highlight the focal points of these plans for the 2023 budget.

Priorities & Initiatives

The primary objective of the City is stated within its Vision Statement (See Page 3). This statement also describes Arden Hills. The budget provides a plan to help achieve the City's vision for 2023 and beyond. It includes priorities and initiatives for the current year, as well as a focus for the future. The following represent the main ongoing priorities of the City:

- Active Living – Enhance the health, safety, and well-being of all who live, work, and play in the City.
- Land Use – Develop and maintain a land use pattern that strengthens the vitality, quality, and character of our residential neighborhoods, commercial districts, and industrial areas while protecting the community's natural resources and developing a sustainable pattern for future development.
- Housing – Develop and maintain a strong, vital, diverse and stable housing supply for all members of the community.
- Economic Development and Redevelopment – Promote the development, redevelopment, and maintenance of a viable, innovative, and diverse business environment serving Arden Hills and the metropolitan area.
- Parks and Recreation – Create a comprehensive, maintained, and interconnected system of parks, pathways, and open spaces as well as a balanced program of recreational activities for residents of all ages, incomes, and abilities.
- Protected Resources – Preserve, protect, and restore the community's natural resources, including open spaces, lakes, wetlands, other significant natural features, and historic resources.

- Transportation – Provide a transportation system that has convenient and effective multi-modal connections within Arden Hills and to adjacent municipalities, the remainder of the Twin Cities metropolitan area and greater Minnesota.
- Environmental Conservation and Sustainability – Promote conservation and sustainable design practices in the preservation, development, redevelopment, and maintenance of the City’s natural and built environment.
- Public Facilities, Infrastructure, and Services – Provide efficient and high-quality public facilities, services and infrastructure.
- Twin Cities Army Ammunition Plant (TCAAP) redevelopment or “Rice Creek Commons” – The City continues to work with the County and Master Developer on the redevelopment of this 427 acre site.

Impact of Legislation

The 2022 legislature did not enact levy limits for 2023. However, the minimum wage was increased effective January 1, 2023, to \$10.59 an hour. The City has verified that we are in compliance with this law.

Highlights of the Past Year

Several significant accomplishments were achieved during the past year. Following is a list of noteworthy accomplishments for the last year:

- Received Certificate of Achievement for Excellence in Financial Reporting.
- Received award for Outstanding Achievement in Popular Annual Financial Reporting.
- Completed numerous Public Works projects, including a large section of trail along Snelling Ave North.
- Repaved and upgraded the parking lot at City Hall.

Budget Initiatives

The 2023 budget document has been prepared after analyzing and evaluating requests from the various departments, and represents the requested financial support for the operations of the City of Arden Hills for the upcoming fiscal year. Revenue estimates are conservative, yet realistic. The importance of a sound revenue picture cannot be overstated. Revenue estimates are based on historical trends and projected conservatively.

The City of Arden Hills provides a wide range of services to the community, including police and fire protection, street and park maintenance, snow and ice removal, water and sewer utility services, and administrative and planning services. The level of service provided by the proposed budget is similar to that currently enjoyed by the community and in some cases increased.

Major Initiatives

The City of Arden Hills provides a full range of municipal services, as listed in the previous paragraph and as authorized by State Statute. Arden Hills has been blessed with many assets, including a beautiful setting, an excellent location, a rich heritage, and a talented population. The City seeks to use, preserve and enhance these assets in building a great place to live, work, and play. The City will fulfill the goals below to achieve this mission:

1. Maintain a low tax rate while providing a high level of City services.
2. Provide an excellent system of parks, trails and recreational facilities.
3. Maintain the City streets by following a Pavement Management Program.
4. Improve traffic flow around and through the City.
5. Seek to develop and attract a wide range of employment opportunities with an emphasis on jobs at higher pay levels.

Total Budget

The following 2023 budget was established for the City with comparative totals for 2022:

Funds	Revenues		Expenditures	
	2022	2023	2022	2023
General	\$ 5,099,510	\$ 5,369,420	\$ 5,239,510	\$ 5,530,180
Special Revenue	590,580	194,500	504,690	229,320
Debt Service	-	-	-	-
Capital Project	2,046,320	2,507,210	3,859,890	2,620,470
Enterprise	6,333,430	6,346,580	6,587,180	6,918,720
Internal Service	636,280	608,640	648,380	628,140
Total	\$ 14,706,120	\$ 15,026,350	\$ 16,839,650	\$ 15,926,830

Property Taxes

The State of Minnesota has granted local municipalities the authority to levy taxes to fund operations and debt payments. For the City of Arden Hills, the property tax levy accounts for approximately 76% of the General Fund revenues. For 2023, the City's property tax levy will be \$4,718,680, an increase of 5.5% from 2022. Historically, the City does not use reserves to balance the City's budget; however, reserves have been proposed to be used to balance the 2023 budget in the amount of \$160,760 to minimize the tax burden on property owners. The following table provides a historical view of the City's property tax levies:

Year	Tax Levy	% Change
2013	3,191,230	3.04%
2014	3,257,456	2.08%
2015	3,359,775	3.10%
2016	3,478,775	3.54%
2017	3,641,290	4.70%
2018	3,786,942	4.00%
2019	3,938,420	4.00%
2020	4,135,340	5.00%
2021	4,280,080	3.50%
2022	4,472,680	4.50%
2023	4,718,680	5.50%

The Ramsey County Assessor values all property in the City. It is this market value that is applied to the class rates assigned by the State to determine a property's tax capacity. The County estimates the City's tax capacity for taxes payable in 2023 at \$17,952,588, which is a 16.6% increase. The City's property tax levy is divided by the tax capacity to determine the City's tax rate, which is applied to each property's tax capacity to determine that property's City property tax amount before any credits are applied. For 2023, the City's tax rate is expected to decrease from 26.5435% to 24.1423%.

The City at this time does not have the authority to levy or collect local sales taxes or other types of taxes under the State's tax system. A summary of the State's property tax system can be found later in this document.

Personal Services

The City's 2023 budget includes a 3.00% cost-of-living (COLA) increase for union employees and a 3.00% COLA for non-union City staff. The City's Public Works employees are union employees.

The City is switching health insurance plans in 2023 because of the big increase being proposed by our current carrier. In addition to the increase in health insurance, dental will be increasing by 4.1% and there are no changes to Life, Short Term or Long Term Disability.

Finally, in 2005 the State Legislature passed a pension bill, which phased in increases for both the employee and employer contributions to the Public Employees Retirement Association (PERA). For 2023, the employee contributions rate will be 6.50% of wages, while the employer contribution rate will be 7.50%.

The remainder of this letter will describe the major initiatives for 2023 for each of the fund types and their activities.

General Fund

Expenditures

The overall General Fund expenditure budget is increasing 5.5% over the 2022 budget. The General Fund expenditure budget consists of the following departments:

Expenditures by Department	2022 Budget	2023 Budget	% Change 22 vs 23
Mayor & Council	\$55,070	\$56,850	3.2%
Administration	401,070	420,840	4.9%
Elections	32,350	33,200	2.6%
Finance	184,220	191,550	4.0%
TCAAP	87,260	90,450	3.7%
Planning & Zoning	242,010	278,430	15.0%
Government Buildings	203,840	223,910	9.8%
Police & Animal Services	1,396,130	1,453,280	4.1%
Dispatch	61,810	68,740	11.2%
Fire Protection	696,670	751,180	7.8%
Emergency Management	6,200	6,830	10.2%
Protective Inspections	349,860	375,770	7.4%
Street Maintenance	759,040	796,430	4.9%
Recreation	234,740	237,130	1.0%
Park Maintenance	529,240	545,590	3.1%
Total Expenditures	\$5,239,510	\$5,530,180	5.5%

The largest percentage of change in the budget are increases to Planning & Zoning (15.0%), Dispatch (11.2%) and Emergency Management (10.2%). The increase in Planning & Zoning is mainly due to the promotion of the City Planner to the Community Development Director. The dispatch contract with Ramsey County is increasing by 11.2%, or \$6,930, due to an error in the way report queries undercounted medical calls in previous years for cities served by Allina. This means an increase in call counts and an increase in cost sharing for the years 2021 - 2023. The increase in Emergency Management amounts to \$630.

Public Safety is the largest area in terms of budgeted expenditures. The City contracts police services and animal control from the Ramsey County Sheriff and fire services from the Lake Johanna Fire Department.

Revenues

The revenues to support these expenditures are classified as follows:

Revenues	2022 Budget	2023 Budget	% Change 22 vs 23
Taxes	\$3,858,370	\$4,078,390	5.7%
Licenses & Permits	504,800	511,730	1.4%
Intergovernmental	158,250	171,370	8.3%
Charges for Services	519,510	525,550	1.2%
Fines & Forfeits	23,750	23,190	-2.4%
Special Assessments	1,510	3,350	121.9%
Miscellaneous	33,320	55,840	67.6%
Total Revenues	\$5,099,510	\$5,369,420	5.3%

Special Assessments increase or decrease based on the size and scope of capital projects as many times assessments are prepaid. Fines and forfeitures decreased based on an analysis of data from recently completed years. Licenses and permits are increasing mainly due to anticipated building permit fee revenues. Miscellaneous is increasing mainly due to a projected increase in investment earnings.

The Property Tax Levy generates 76% of the revenues in the General Fund and was based on the operating needs of the City after all other revenues had been subtracted from expenditures. The City does not have the ability to use other taxing methods, such as local sales taxes or income taxes as a revenue source. Therefore, the City will continue to be dependent on its property tax revenue as its major revenue source into the future. For this reason, the City Council must use its judgment as to the proper level of service and which services to provide when determining the proper level of property taxes to levy.

Special Revenue Funds

The City of Arden Hills currently operates Special Revenue Funds for its EDA, Cable and TIF Districts. These expenditures fluctuate from year to year due to a variety of factors. For example, approximately \$80,000 was spent out of the Cable TV Fund in 2019 to upgrade equipment in the council chambers. This is not a recurring expenditure.

Debt Service Fund

The City of Arden Hills issued G.O. Utility Revenue bonds in 2018 which will mature in 2029. Arden Hills was assigned a rating of “AAA” by Standard & Poor’s, the highest rating available.

Capital Project Funds

The budget for the capital project funds is based on the 2023 project expenditures listed in the City’s five-year capital improvement plan. The City maintains five Capital Funds; Permanent Improvement Revolving (PIR), TCAAP Capital, Public Safety Capital, Parks Fund, and Equipment & Buildings Replacement. The revenue sources for 2023 are property taxes, special assessments, state aid, trade-in values, Bethel College, charitable gambling funds and interest revenue.

The City has a successful program for maintaining the life of Arden Hills’ streets. The Pavement Management Program (PMP) identifies, inventories, and tracks street conditions to ensure that the proper maintenance is done at the appropriate time. The results are prolonged pavement life and reduced overall costs to property owners. The Permanent Improvement Revolving Fund funds the PMP program. The primary projects for 2023 relate to park improvements, and street and road improvements.

The Lake Johanna Fire Department provides fire services to the cities of Arden Hills, Shoreview, and North Oaks. The Public Safety Capital Fund is used to accumulate reserves to pay for the City’s share of capital costs. Arden Hills’ estimated cost for capital to Lake Johanna Fire is \$39,770 in 2023.

In 2008, the Equipment, Building and Replacement Fund was established to build reserves for capital equipment and building expenditures. The 2023 revenue budget includes transfers from the Water Fund, Sanitary Sewer Fund, and the Surface Water Management Fund in the amount of \$300,000 and a property tax levy in the amount of \$50,000. The 2023 expenditure budget includes replacing an F450 pickup truck, a Bobcat Toolcat and the cab and chassis for a plow truck.

Enterprise Funds

The City completed a comprehensive utility rate study in 2018. The 2023 rate increases are as follows: Water – 0.0%; Sewer – 4.0%; Storm – 0.0%. Utility revenue levels are not sufficient to cover both the operating and capital expenses in 2023 for the Sewer and Surface Water Funds. The rate structure will generate sufficient revenues over time to cover these expenses.

	Water	Sewer	Surface Water
Revenues	2,922,910	2,288,140	953,770
Operating Expenses	1,994,910	1,650,080	592,070
Depreciation	363,880	198,440	151,560
Capital Outlay	185,000	842,000	180,000
Debt Service	248,050	38,250	-
Transfers Out	100,000	126,000	74,000
Net revenue/expense	31,070	(566,630)	(43,860)

The Recycling fund has budgeted revenue of \$181,760 while the expense budget is \$174,480.

Fund Balances

The 2023 budget proposes that expenses are to exceed revenues by \$900,480, with the majority of the difference coming from the Sewer Fund due to the timing of capital projects. While budgeted revenue levels are sufficient to cover the operating expenses of the Enterprise funds, they are not always sufficient to cover the capital expenses and debt service, but the utility rate structure that has been adopted will be sufficient to cover both the operating and capital expenses of these funds over time.

The City's 2023 General Fund budget is not a balanced budget; meaning revenues, including operating transfers in from other funds, do not equal expenditures including any operation transfers out to other funds. The 2023 budget includes the use of \$160,760 in reserves. The City strives to maintain the General Fund's working capital fund balance at 50% of the next year's operating budget and this budget will exceed that goal. Because the City receives its tax payments in July and December, this fund balance is necessary to provide cash flow for City operations. Economic conditions may cause this to fluctuate slightly from time-to-time.

Fund balances in the Special Revenue Funds are used for capital expenditures, communication expenditures and tax increment obligations.

Fund balances in the City's Capital Funds will be used on City infrastructure projects in 2023, public safety equipment, capital equipment, and building repairs.

Overall, the City's fund balances are within City guidelines and are sufficient to meet current and future operations and obligations of the City.

Conclusion

With 2023, the City continues to face many challenges in maintaining its current service level to its citizens as well as keeping taxes manageable. Actions at the State Legislature continue to play a part in municipal finances. The City is committed to continuing its capital improvement program to improve its infrastructure and equipment. In addition, the City will continue to review its current level and mix of services on an on-going basis.

We would like to recognize the efforts of the City Council and City Staff for their contributions to the budget process. The City will continue to assure the citizens of Arden Hills get the best value for their tax dollar.

Respectfully Submitted



Dave Perrault
City Administrator

Staffing

The following chart shows the staffing comparison by department for the City of Arden Hills in full-time equivalents.

Full-time Equivalents for regular employees are calculated by taking the total number of hours worked (up to 2080) divided by 2080. Seasonal and Interns are calculated by adding up total hours each employee worked based on department then dividing by 2080.

	2020 Budget	2021 Budget	2022 Budget	2023 Proposed
ADMINISTRATION				
Administrator	1.00	1.00	1.00	1.00
City Clerk/Asst. to the Administrator	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Communications Coordinator	0.63	0.63	0.63	0.63
Office Support Specialist	1.00	1.00	1.00	1.00
Customer Service Representative	1.00	1.00	1.00	1.00
FTE's	5.63	5.63	5.63	5.63
FINANCE				
Finance Director	1.00	1.00	1.00	1.00
Accounting Analyst	1.00	1.00	1.00	1.00
Accounting Clerk	1.00	1.00	1.00	1.00
FTE's	3.00	3.00	3.00	3.00
COMMUNITY DEVELOPMENT				
Community Dev Director	-	-	-	1.00
CD Manager/City Planner	1.00	1.00	-	-
Building Official	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00
City Planner	-	-	1.00	-
Associate Planner	1.00	1.00	-	-
Senior Planner	-	-	1.00	1.00
FTE's	4.00	4.00	4.00	4.00
PUBLIC WORKS				
Public Works Director	1.00	1.00	1.00	1.00
Assistant Public Works Director	-	-	1.00	1.00
Assistant City Engineer	-	1.00	-	-
Public Works Office Support Spec	1.00	1.00	1.00	1.00
Senior Engineering Technician	1.00	-	-	-
Public Works Superintendent	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	-	-
Recreation Programmer	1.00	1.00	-	-
Recreation Supervisor	-	-	1.00	1.00
PW Maintenance Workers	8.00	8.00	8.00	8.00
FTE's	14.00	14.00	13.00	13.00
SEASONAL AND INTERNS				
Public Works	2.00	2.00	2.00	2.00
Parks and Recreation	2.25	2.25	2.25	2.25
FTE's	4.25	4.25	4.25	4.25
TOTAL FTE's	30.88	30.88	29.88	29.88

In comparison to the chart above, the chart below shows a count of the authorized positions for the City that were filled at some point during the year.

Head Count of Total Number of Employees

	2020 Actual	2021 Actual	2022 Adopted	2023 Proposed
Full Time Employees	26	25	24	24
Part Time Employees	1	3	3	3
Public Works Seasonal	5	4	8	8
Parks & Recreation Seasonal	12	23	35	35
Interns	-	-	-	-
Total Employees	44	55	70	70

The following page shows the 2023 payroll and benefit allocation by position to each department. This information is also used to allocate the Administrative Charge for the Administration, Finance, and Government Building departments to other funds.

2023 Payroll Allocation

	Admin	Finance	TCAAP	Planning	Bldg	Emergency Mgmt	Prot Inspect	Streets	Rec	Parks	Cable	EDA	Water	Sewer	Recycling	Storm Wtr Mgmt	Total	FTE	
	41300	41500	41600	41910	41940	42300	42400	43100	45120	45200	41960	47300	49440	49490	49520	49550			
Administration																			
Administrator	47.00%	3.50%	10.00%	3.50%	1.75%	1.75%	1.75%	2.55%	1.75%	2.55%	1.75%	10.00%	2.55%	2.55%	5.00%	2.05%	100.00%	1.000	
City Clerk	40.00%												10.00%	10.00%	2.50%	10.00%	100.00%	1.000	
Office Support Specialist (Permits)	10.00%			10.00%			55.00%	2.50%					7.50%	7.50%		7.50%	100.00%	1.000	
Deputy Clerk	52.00%			15.00%			1.00%	1.00%	5.00%	5.00%	5.00%	5.00%	3.00%	3.00%	3.00%	3.00%	100.00%	1.000	
Communications Coordinator (PT)	40.00%			8.00%			8.00%	8.00%	2.00%				4.00%	4.00%	10.00%	4.00%	100.00%	0.625	
Customer Service Specialist	20.00%	5.00%			5.00%		5.00%		35.00%				10.00%	10.00%		10.00%	100.00%	1.000	
FTE's	1.94	0.085	0.1	0.335	0.0675	0.0175	0.6175	0.1105	0.43	0.0755	0.4425	0.175	0.3555	0.3555	0.1675	0.3505	5.63	5.625	

	Finance	Accounting Analyst	Accounting Clerk	Total	FTE
Finance					
Finance Director	10.00%	21.50%		31.50%	1.000
Accounting Analyst		22.50%		22.50%	1.000
Accounting Clerk		10.00%		10.00%	1.000
FTE's	0.1	0.54	0	0.64	3.000

	Comm Dev Director	Bldg Official	Bldg Inspector	Senior Planner	Total	FTE
Community Development						
Comm Dev Director	5.00%				5.00%	1.000
Bldg Official		65.00%			65.00%	1.000
Bldg Inspector			95.00%		95.00%	1.000
Senior Planner				15.00%	15.00%	1.000
FTE's	0.05	0.1	0.15	0.15	0.45	4.000

	Public Works Director	Asst. Public Works Director	Public Works Superintendent	Public Works Admin Asst	Recreation Supervisor	PW Maint Workers (8)	Total	FTE
Public Works								
Public Works Director	3.00%						3.00%	1.000
Asst. Public Works Director		19.25%					19.25%	1.000
Public Works Superintendent		22.50%	5.00%				27.50%	1.000
Public Works Admin Asst		19.00%		25.00%			44.00%	1.000
Recreation Supervisor		22.00%			80.00%		102.00%	1.000
PW Maint Workers (8)		18.75%				25.00%	43.75%	8.000
FTE's	0	0	0.03	0	0.1625	0	1.6375	13.000

	Finance	Community Development	Public Works	Total	FTE
Total FTE's	2.09	0.625	0.23	2.945	25.63

Employee Benefits

The City of Arden Hills has one employee association which represents the Public Works union employees. All other employees of the City are unrepresented. The current union contract expires December 31, 2023, and was approved by Council in December 2021.

The assumed salary and benefit increases for budgeting purposes are as follows:

Salary increases throughout the budget include step increases for employees, a 3.0% COLA for union employees and a 3.0% COLA for non-union employees.

The City is switching health insurance plans in 2023 because of the big increase being proposed by our current carrier. In addition to the increase in health insurance, dental will be increasing by 4.1% and there are no changes to Life, Short Term or Long Term Disability. Overall, the city cost for insurance benefits is increasing \$43,460 or 15.2%.



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Budget Practices and Policies

General Description and Form of Government

The City of Arden Hills is located in Ramsey County, and is part of the Twin Cities metropolitan area. The City provides a full range of municipal services authorized by State Statute. These services include police and fire protection, construction and maintenance of streets, water, sanitary sewer, recycling, and storm sewer systems, recreation programs and activities, maintenance and development of a park system, community development activities (planning and zoning), inspection services, and general administrative services.

The City of Arden Hills is a “Statutory A” city according to Chapter 412 of Minnesota Statutes. The City Council consists of a Mayor and four Council members all elected “at-large”.

Fund Accounting

A fund is a separate fiscal and accounting entity with a separate set of accounting records. For example, a separate fund is used to account for the monies received by the City for Park Dedication Fees.

The use of Fund Accounting is one of the basic requirements of generally accepted accounting principles (GAAP) for government, and one of the major differences between government and commercial accounting. It requires separate record keeping for each individual fund that a government uses.

Accounting Practices

The accounting and reporting policies of the City conform to generally accepted accounting principles (GAAP) as applicable to state and local governments. Generally accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB), which includes all statements and interpretations of the National Council on Governmental Accounting unless modified by GASB, and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units. The section entitled “Fiscal Policies” summarizes the policies and practices used by the City.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The governmental fund types and the agency funds use the modified accrual basis of accounting. Under this method, revenues are recognized when they become available and measurable. “Measurable” means the amount can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized in the accounting period in which the fund liability is incurred.

All enterprise and internal service fund types use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred.

Budgetary Basis of Accounting

The budgetary basis of accounting determines when a government charges expenditures to a budget appropriation, or when it credits revenue to its Funds for budgeting purposes. Although the City presents financial statements in its Annual Comprehensive Financial Report in accordance with GAAP, the budget is adopted on a modified cash basis. The major difference between the two basis' of accounting is as follows:

- For budgetary purposes, revenues are recorded when received. Under GAAP, revenues are recorded when susceptible to accrual.
- For budgetary purposes, interfund loans and repayments are recorded as revenues and expenditures. Under GAAP, these transactions are reclassified as increases or reductions in the "due to/due from" accounts.
- Capital expenditures are budgeted as an expense in the enterprise funds. Under GAAP these expenditures are reclassified as fixed assets.

Basis of Budgeting

The City of Arden Hills uses a base budget budgeting method. Each department requests an annual appropriation sufficient to fund current service levels and other costs the department is responsible for managing. The budget base year is the prior year's adopted budget, reducing it for any one-time expenditures, increasing it for known impacts (such as increased utility costs, and salary and benefit negotiated increases) and adding new proposed programs or activities.

Reserves

Reserve policy requirements can be found in the "Fiscal Policies" section of this document.

Appropriation Authority

The City Council adopts the budget after a Public Hearing (as required by State Statute), prior to December 30 through passage of an adopting resolution. This resolution sets expenditures limits at the fund level for the City's General Fund, special revenue funds, debt service funds, capital project funds, and all enterprise and internal service funds.

Supplemental appropriations may be adopted by the City Council during the year.

Other Policies

Additional Fiscal Policies are found on pages 30 through 37.

Budget Process and Calendar

The budget process enables the City Council to make choices about staffing, equipment and priorities to be addressed in the upcoming year. The City Council reviews the budget for the first time in August; however, the budget process is started in May of each year with budget parameters set and approved by the City Council. This lays the groundwork for the expenditure requests from each department based on the priorities set by the strategic issues identified by the City Council during the strategic planning process.

This process includes formulation, preparation, implementation, administration and evaluation. Annually the City Administrator must prepare a budget and present it to the City Council. Minnesota State Law requires that a preliminary property tax levy resolution be certified to the County Auditor by September 30th each year. Once the City adopts the proposed tax levy, the final tax levy can be decreased, but not increased, over the certified proposed tax levy.

The budget is prepared on an annual basis, and follows the calendar year, January 1st to December 31st.

CITY OF ARDEN HILLS
2023 BUDGET CALENDAR

April 25, 2022	City Council Approval of Budget Calendar.
April 25, 2022 – May	Department Heads Prepare 2023-2027 CIP requests and background material.
May 27, 2022	Department Heads Submit CIP Requests to Finance Department.
June	City Administrator and Finance Director review Department CIP Requests and confer with Departments.
June	2023-2027 CIP is drafted and distributed to City Council for review.
June	Forms Distributed to all Department Heads for 2023 Operating Budget.
June	Department Heads Prepare Budgets and Background Material.
July 1, 2022	Department Heads Submit Budget Requests to Finance Department.
July 18, 2022	City Council Work Session to discuss 2023 Operating Budget parameters and 2023-2027 CIP.
July	City Administrator and Finance Director review Department Budgets and Confer with Departments.
August	Finance Department completes Preliminary Revenue Estimates.
August	City Administrator Budget is drafted for Presentation to Council at Work Session and distributed to Council for review.
August & September	City Council Work Sessions to discuss Preliminary 2023 Budget.
September	City Administrator’s recommended Preliminary 2023 Budget distributed to the City Council.
September	City Council adopts the Preliminary 2022 Property Tax Levy (Payable 2023).
September	Council Certifies date for public (TNT) hearing and continuation hearing (if necessary) to county.
September	Finance Director submits preliminary 2022 Property Tax Levy (Payable 2023) to County for certification.
October through November	City Council Work Sessions as needed.
Mid-November	Truth in Taxation Notices and Public Hearings Schedule distributed by County.
Early December	Public Hearing for Budget and Levy consideration.
Mid-December	Continuation Hearing, Approval of Budget and Certification of Property Tax Levy For submission to County.
Late December	Finance Director Submits final Levy to County and prepares Final Budget Document.

Other Planning Processes

There are no other government agencies, commissions, or advisory boards that have a direct role in the City's budget process. However, there are government agencies, commissions, and/or advisory boards which play a role in the City's budget process.

Minnesota State Statutes provide the steps the City must follow to pass the budget including when the City must certify its levies to the County Auditor and when public hearings must be held. In addition, the State may pass laws governing the City's budget, such as cities have been under levy limits at times, which restricts the possible increase of property tax levies from one year to the next. The State must also approve, by mid-November, any City levies which fall outside levy limits (when levy limits exist). Finally the State must certify to the City the amounts of State Aids the City will receive, if any, by mid-August. The County must notify the cities of the amount of Fiscal Disparity dollars the City will be receiving by mid-August for cities in the Seven-County Metro Area.

The only affect the County has on the City's budget would be if the County or City was planning any road improvement projects that would require joint cooperation. The City would work with the County to budget any City share of costs and any additional improvements the City would like included in the project.

Finally, the City itself has various advisory boards and commissions, such as the Parks, Trails, and Recreation Committee, Planning Commission, Economic Development Commission, Communications Committee, and Financial Planning and Analysis Committee. These advisory boards and commissions, as part of their charge, work with staff to set priorities and goals for the coming year. Based on their goals and priorities, along with the City Council's goals and priorities, the various advisory boards or commissions work with staff to make funding recommendations for programs and/or improvements they would like to see included in or removed from the budget. These boards and commissions are only advisory and the City Council may or may not include recommendations by these boards and commissions in the final budget depending on available funds or other criteria.

Fund Structure

Purpose and Accounting Basis

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. Certain funds have varying levels of restrictions, imposed either by legal requirements or policy choices, and as such, it can be helpful to see a broad overview of the City's finances to show summaries of different funds.

The City's funds are grouped into seven basic types:

- General
- Special Revenue
- Capital
- Debt Service
- Proprietary (Enterprise)
- Internal Service
- Fiduciary

The budgeted funds of the City are grouped into two broad categories as follows:

- **Governmental Funds** – Governmental Funds are used to account for “government-type” activities of the City (e.g., activities that receive a significant portion of their funding from property taxes, state aids, and various grants). The Governmental Funds budgeted for the City are the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds.
- **Proprietary Funds** – Proprietary funds are used to account for the “business-type” activities of the City (e.g., activities that receive a significant portion of their funding through user charges). The proprietary funds budgeted by the City are Enterprise Funds and Internal Service Funds.

The first three fund types listed above comprise the majority of the day-to-day operating activities of the City. The remaining fund types are more specialized funds, and typically account for one-time and/or specific activities rather than ongoing and recurring services. Brief descriptions of each fund type follow.

General Fund

The General fund is the primary revenue source and operating fund for most services cities typically offer. These include public safety (police and fire), street maintenance, parks and recreation, and neighborhood and community services, etc. In addition, the City Council, Administrative Services and City Attorney budgets are predominately funded by the General Fund.

These activities are financed through general tax dollars from property taxes and by revenues generated from permits, fees and investment earnings.

Special Revenue Funds

Special revenue funds account for activities funded by special purpose revenue, that is, revenues that are legally restricted to expenditures for a specific purpose. The City maintains five active special revenue funds which include: Cable Fund, EDA General Fund, EDA TIF District #3 Cottage Villas, EDA TIF District #4 Presbyterian Homes, and EDA TIF District #5 TCAAP.

Capital Project Funds

These funds include the Equipment and Building Replacement Fund, Public Safety Capital Fund, Parks Fund, TCAAP Capital, and the Permanent Improvement Revolving Fund (PIR). They are used to account for financial resources to be used for the acquisition of equipment or construction of major capital facilities (other than those financed by proprietary funds such as the Water and Sewer funds), i.e., the development of a new neighborhood park, or a fire station.

Proprietary (Enterprise) Funds

These funds account for City activities that operate as public enterprises. Revenues come from fees charged to programs, customers, or other department users. Enterprise funds that provide for sewer and water services are proprietary funds. The City currently has four enterprise funds (water, sanitary sewer, recycling, and surface water management) that represent separate business activities for the City.

- Water – The City provides water service to its citizens and commercial entities.
- Sanitary Sewer – The City’s sewers protect public health and preserve wastewater solids. The City is connected to the Metropolitan Council’s sewer system.
- Recycling – The City provides recycling services to its citizens to protect public health and the environment.
- Surface Water Management – The City’s surface water management system collects storm water runoff, protects the environment, and manages the discharge of water to holding ponds and the water shed.

Proprietary (Internal Service) Funds

These funds account for City activities that operate as public enterprises and provide services internally to other departments. Revenues come from fees charged to programs, customers, or other department users. Internal Service funds that provide for engineering and IT services are internal funds. The City currently has four internal service funds (Risk Management, Engineering, Central Garage & Equipment, and Technology) that represent activities for the City.

- Risk Management – This fund provides insurance to all departments within the City.
- Engineering – This fund provides engineering services for City projects, developments, and all departments within the City.

- Central Garage & Equipment – This fund provides the services and equipment repair for the Public Works Department which consists of Street Maintenance, Park Maintenance, Water Utility, Sewer Utility, and the Surface Water Management Utility.
- Technology – This fund provides technology software and equipment to all departments within the City.

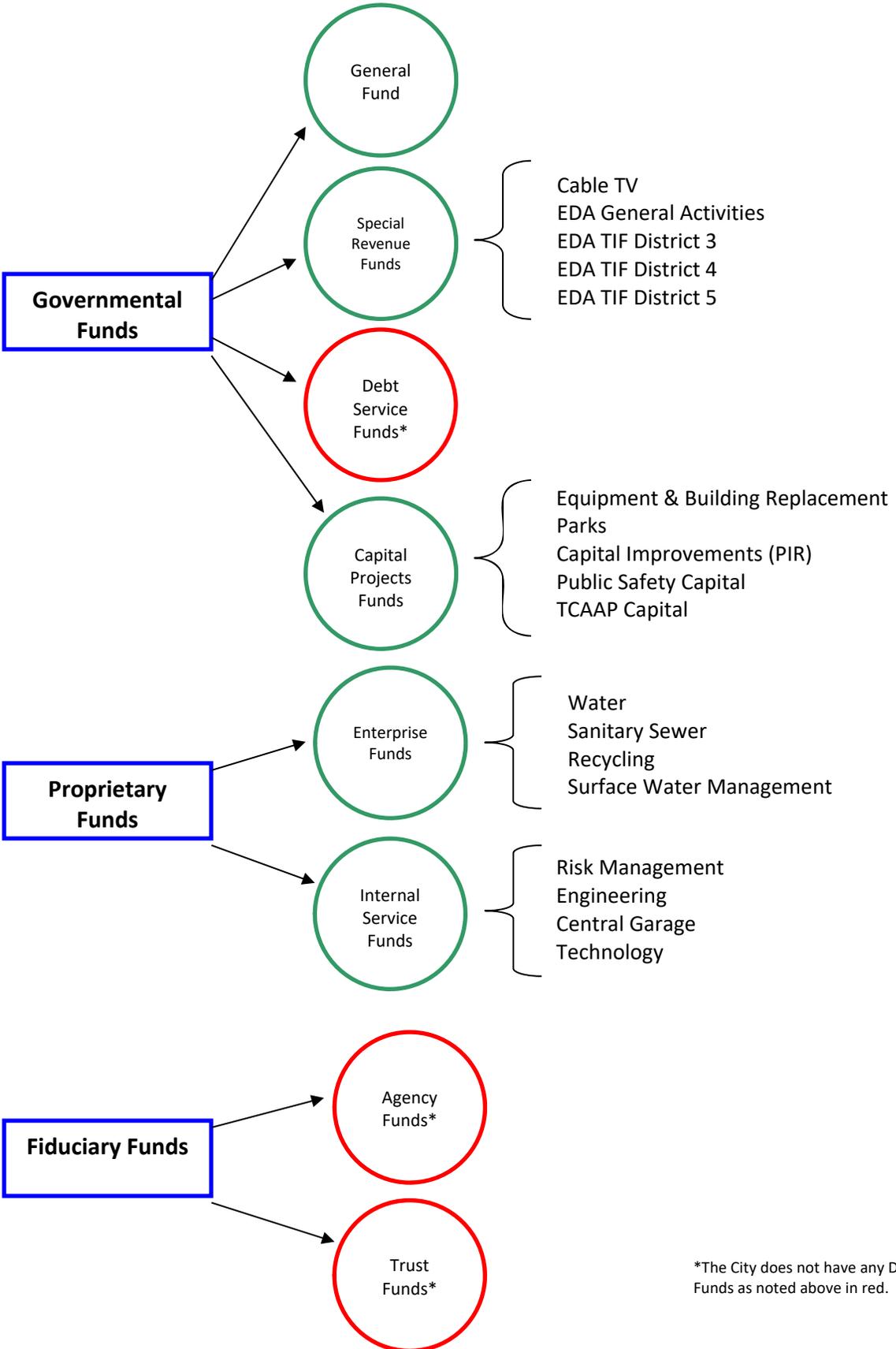
Debt Service Funds

Funds for debt service track revenues and expenditures related to repayment of principal and interest costs associated with borrowing money for long-term obligations. The reader can find a separate debt service schedule in this budget that provides details on all outstanding debt owed by the City.

Fiduciary Fund Types

Trust and Agency Funds are used to account for assets held by the City as an agent or trustee for individuals, private organizations, other governments and/or funds. These include Agency and Expendable Trust Funds. Agency funds are custodial in nature (assets and liabilities) and do not involve Measurement of results of operations. The City currently does not have any fiduciary funds.

FUND STRUCTURE



*The City does not have any Debt, Agency or Trust Funds as noted above in red.

Fiscal Policies

Financial Management Policies

Arden Hills has an important responsibility to its citizens to plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities, to manage municipal finances wisely, and to carefully account for public funds. The City strives to ensure that it is capable of adequately funding and providing local government services needed by the community. The City will maintain or improve its infrastructure on a systematic basis to insure its citizens will maintain quality neighborhoods.

In order to achieve this purpose, this plan has the following objectives for the City's fiscal performance:

- 1) To protect the City Council's policy-making ability by ensuring that important decisions are not controlled by financial problems or emergencies.
- 2) To enhance the City Council's policy-making ability by providing accurate information on the full cost of various authority or service levels.
- 3) To assist sound management of the City government by providing accurate and timely information on financial condition.
- 4) To provide sound principles to guide the important decisions of the City Council and of management which have significant fiscal impact.
- 5) To set forth operational principals which minimize the cost of local government, to the extent consistent with services desired by the public, and which minimize financial risk.
- 6) To employ revenue policies and forecasting tools to prevent undue or unbalanced reliance on certain revenues, especially property taxes, which distribute the cost of municipal services fairly, and which provide adequate funds to operate desired programs.
- 7) To provide essential public facilities and prevent deterioration of the City's infrastructure including its various facilities.
- 8) To protect and enhance the City's credit rating and prevent default on any municipal debts.
- 9) Ensure the legal use and protection of all City funds through a good system of financial and accounting controls.
- 10) Record expenditures in a manner, which allocates to current taxpayers and/or users the full cost of providing current services.

To achieve these objectives the following fiscal policies have been adopted by the City or are unwritten policies followed by staff to guide the City's budgeting and financial planning process. The City recognizes that additional policies need to be adopted in the future to reflect on-going procedures and City practices that have never been written down or formally approved by City Council. Each fiscal policy section includes the purpose and a description. The policies below are summaries of the actual adopted or unwritten policies.

Operating Budget Policies

Purpose

The operating budget policies ensure that the City's annual operating expenditures are consistent with past expenditures and respond to long-term objectives rather than short-term benefits. The policies allow the City to maintain a stable level of service, expenditures and tax levies over time. The policy is most critical to programs funded with property tax revenue because accommodating large fluctuations in this revenue source can be difficult.

Goals

1. Maintain a stable level of City services
2. Avoid large property tax fluctuations
3. Maintain sound budgetary controls

Policy

The City will strive to adopt a balanced operating budget for the General Fund. The definition of a balanced budget is that budgeted revenues equal budgeted expenditures and thus, creating no change to the fund balance for the fund. The City's various other funds may have unbalanced budgets based on the timing of revenues and expenditures. The City will pay for current expenditures with current revenues. The City will avoid balancing current revenues with funds necessary for future expenses. Left over revenue from a given fiscal year will be placed in the City's reserves according to the City's reserve policies. The City will avoid postponing expenditures, rolling over short-term debt and using reserves to balance the operating budget. To protect against unforeseen events, the City will budget a contingency and maintain reserves according to the City's reserve policies. The City staff will monitor revenues and departmental expenditures to adhere to their budgeted amounts. Line items within a fund may be overspent as long as the total fund budget is not overspent. Only the City Council can approve a fund be overspent. City staff will prepare for Council review quarterly financial summary reports.

Revenue Policies

Purpose

The revenue policies are designed to ensure 1) diversified and stable revenue sources, 2) adequate long-term funding by using specific revenue sources to fund related programs and services, and 3) funding levels to accommodate all City services and programs equitable.

Goals

1. Provide adequate funding sources for funding City services and programs.
2. Avoid large budget fluctuations.
3. Provide a diversified revenue source and limit dependency on one or two revenue sources.

Policy

The City will maintain a diversified and stable revenue system in order to avoid short-term fluctuations in a single revenue source. The City will conservatively estimate its annual revenues by an objective, analytical process. All existing and potential revenue sources will be re-examined annually. The City will use one-time or special purpose revenue for capital expenditures or for expenditures required by the revenue, and not to subsidize recurring personnel, operation and maintenance costs. The City will establish all fees and charges at a level related to the cost of providing the services, or as adjusted for particular program goals. Each year, the City will review the full cost of activities supported by fees and charges to identify the impact of inflation and other cost increases and will review these fees and charges along with resulting net tax costs with City Council at budget time. The City will seek a balanced tax base through support of a sound mix of residential, commercial, and industrial development. The City will set Enterprise Fund fees at a level that fully supports the total direct and indirect cost of the activity (net of any grants or similar revenues), including depreciation of capital assets and debt service, to maintain a positive cash flow and provide adequate working capital. Replacement (or bonding for replacement) of enterprise infrastructure will be paid for from accumulated (or annual) earnings of the particular fund. The City will offset reduced revenues with reduced expenditures.

Expenditure Policies

Purpose

The expenditure policies are designed to ensure proper funding of services.

Goals

1. Maintain a stable level of services provided.
2. Respond to long-term objectives of the City.

Policy

The City will strive to adopt and maintain a balanced General Fund budget in which expenditures will not exceed reasonable estimated resources and revenue. The City will pay for all current operation and maintenance expenses from current revenue sources. The operating budget will provide for the adequate maintenance of capital assets and equipment. The City will maintain a budgetary control system, which will enable it to adhere to the adopted budget. This includes a centralized record keeping system to be adhered to by all departments receiving annual appropriations. Proposed major budgeted expenditures such as new positions, equipment acquisitions, and capital improvements will have City Council approval. The Finance Department will prepare and maintain at least quarterly financial reports comparing actual revenues and expenditures to budgeted amounts for Council review. The City will develop and implement an effective risk management program to minimize losses and reduce costs. The City will cooperate and coordinate with other governmental agencies in an effort to provide maximum services at minimum costs.

Accounting, Auditing and Financial Reporting Policy

Purpose

The accounting, auditing and financial reporting policies are designed to maintain a system of financial monitoring, control and reporting for all operations and funds in order to provide effective means of ensuring that overall City goals and objectives will be met and to assure the City's residents and investors that the City is well managed and fiscally sound.

Goals

1. Maintain a financial system that is sound, effective, well managed, and open to City staff, Council, and residents.

Policy

The City will adhere to a policy of full and open public discourse of all financial activity. The proposed budget will be prepared in a manner to maximize its understanding by citizens and elected officials. Financial documents will be available to all interested parties on the City's website or copies can be provided. Opportunities will be provided for full citizen participation prior to adopting the budget.

The City will maintain its accounting records and report on its financial condition and results of operations in accordance with City, State and Federal law and regulations, and Generally Accepted Accounting Principles (GAAP), and standards established by the Governmental Accounting Standard Board (GASB). Budgetary reporting will be in accordance with City and State budget laws, regulations, and guidelines.

An independent firm of certified public accountants will annually perform a financial and compliance audit of the City's financial statements. Their opinions will be contained in the City's Annual Comprehensive Financial Report.

As an additional independent confirmation of the quality of the City's financial reporting, the City will annually seek to obtain the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting. The City will also annually seek to obtain the GFOA's award for Outstanding Achievement in Popular Annual Financial Reporting. The Annual Comprehensive Financial Report and Popular Annual Financial Report will be presented in a way designed to communicate with citizens about the financial affairs of the City.

Reserve Policies

Purpose

The purpose of the City's reserve funds are to provide 1) a stable funding source for expenditures that fluctuate significantly each year, for example, equipment acquisitions and replacements, 2) working capital to maintain a sufficient cash flow, 3) provide funding of

services during periods of budget shortfalls or other revenue reductions during a budget year, and 4) a stable or improved credit rating.

Goals

1. Maintain a stable level of services provided by the City.
2. Provide working capital during the fiscal year.
3. Maintain or improve the City's credit rating.

Policy

The City's goal is to maintain a General Fund balance reserve of 50 percent of the General Fund's operating budget as assigned for working capital to provide cash flow between its two semiannual tax payments (July and December).

At the end of the fiscal year, if the General Fund's fund balance has a reserve for working capital at a minimum balance of 50% of next year's operating budget, the remaining fund balance can be assigned for a specific use or transferred to other funds for the funding of future improvement projects or equipment purchases as approved by the City Council.

Special Revenue Funds will commit fund balances for the intended use that created the fund. Committed fund balances will first be used when paying expenditures, then assigned fund balances, and lastly unassigned fund balances.

Fund balances in Debt Service Funds are restricted for future debt payments.

Excess balances in Capital Funds will be used to reduce debt issues or be used to fund future capital projects. The fund balances in these funds will fluctuate based on the timing of funding sources and expenditures.

Enterprise Funds shall maintain a fund balance to help finance infrastructure replacements and the addition of new capital facilities, such as water towers or lift stations.

Investment Policies

Purpose

The purpose of this policy is to set forth the investment objectives and parameters for the management of public funds.

Goals

1. Safeguard funds on behalf of the City.
2. Meet the daily operating cash flow demands.
3. Assure the availability of Capital Funds when needed.
4. Conform to all applicable Federal, State and/or Local statutes governing the investment of public funds.
5. Invest public funds in a manner which maximizes returns.

Policy

The City will regularly analyze its cash flow need of all funds. The City will seek to place all of its deposits and investments with Minnesota depositories and/or brokers. A market average rate of return will be sought throughout budgetary and economic cycles. The investment strategy will take into account the constraints on risk and cash flow characteristics of the investment portfolio.

The City will pool cash from its different funds and invest the idle funds with compliance to State and Federal laws at the highest rate of return possible, while maintaining a diversified investment portfolio. Interest earnings and market value adjustment will be credited to the source of the invested monies at the end of each year based on the average cash balances during the year. The City Council will be provided a listing of the City's investment portfolio at the end of each quarter.

Debt Policies

Purpose

The debt policies ensure that the City's debt 1) does not weaken the City's financial structure; and 2) provide limits on debt to avoid problems in servicing debt. This policy is critical for maintaining the best possible credit rating.

Goals

1. Maintain the City's financial integrity.
2. Maintain or improve the City's credit rating.
3. Avoid large property tax increases due to debt payment requirements.

Policy

The City will not use long-term debt for current operations. The City will avoid the issuance of short-term debt, such as Budget, Tax and Revenue Anticipation Notes. The City will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 5 years and cannot be financed from current revenues. The City will use special assessments, revenue bonds, and/or any other available self-liquidating debt measures instead of general obligation bonds where and when possible, applicable and practical. The City will pay back debt within a period not to exceed the expected life of the project. The City will not exceed three percent of the market value of taxable property for general obligation debt per state statutes.

The City will maintain good communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The City will comply with Securities Exchange Commission (SEC) reporting requirements. The City will refinance or call any debt issue when beneficial for future savings. The City will follow a policy of full disclosure on financial reports and bond prospectus.

Capital Asset Policies

Purpose

The Capital Asset Policy is designed to provide guidance to City staff involved in purchasing, recording, tracking, and disposing of capital assets by specifying procedures to be followed.

Goals

1. To ensure that capital assets are tracked and recorded consistently and according to policy.
2. To provide an internal control structure over capital assets.
3. To provide accurate capital asset values and records to annual financial statements and reporting.

Policy

A capital asset is an asset or item with a cost of at least \$5,000 per asset and a life expectancy of greater than one year. The classes of capital assets will be: land, building and structures, infrastructure improvements, machinery and equipment, office furniture and equipment, vehicles, and construction in progress.

Donations of capital assets are recorded at estimated fair market value at the date of acquisition. Depreciation is the allocation of the cost of a depreciable capitalized asset over its estimated useful life. Straight-line depreciation will be the method used to allocate the cost on an annual basis. Land, easements and construction in progress are not considered depreciable assets. Department heads shall be responsible for reporting disposal of capital assets to the Finance Department. The Finance Department will distribute a list of inventory, by department, to each department head annually during the fall of each year for the purpose of conducting an inventory. Physical inventory will be conducted at least every four years by the Finance Department staff. Random inventories maybe conducted at any time.

Capital Improvement Program Policies

Purpose

The purpose of the capital improvement policy is to plan for the construction and replacement of infrastructure, along with the purchase and replacement of capital equipment of the City with as little impact to the City's funds and taxpayers as possible.

Goals

1. Avoid large budget and property tax fluctuations due to capital improvements and equipment purchase.
2. Strategically plan the replacement and construction of infrastructure and the purchase or replacement of capital equipment so that improvements and purchases are not needed in one fiscal year but spread out over time.

Policy

The City will develop a multi-year plan for capital improvements and equipment and update it annually. The City will identify the estimated cost and potential funding sources for each capital project. The City will coordinate development of the Capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in the operating budget. The city will use inter-governmental assistance to finance those capital improvements that are consistent with the capital improvement plan and City priorities. The City will maintain all its assets at a level adequate to protect the City's and its citizens' capital investment and to minimize future maintenance and replacement costs. Federal, State and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used to assist in financing capital improvements

Risk Management Policies

Purpose

The risk management policy assures proper insurance coverage of City assets while minimizing risk and cost.

Goals

1. Build a fund balance that would allow the City to increase deductible limits in order to reduce premium costs.

Policy

Insurance policies will be analyzed regularly to assure proper coverage and deductibles on City assets. The City will maintain the highest deductible amount, considered prudent in light of the relationship between the cost of insurance and the City's ability to sustain the loss.

Besides these policies, the City follows many unwritten practices and procedures when it comes to handling the City's finances and budgeting. In the future more of the unwritten practices will be formatted into written formal policies to guide current and future City staff and Councils.



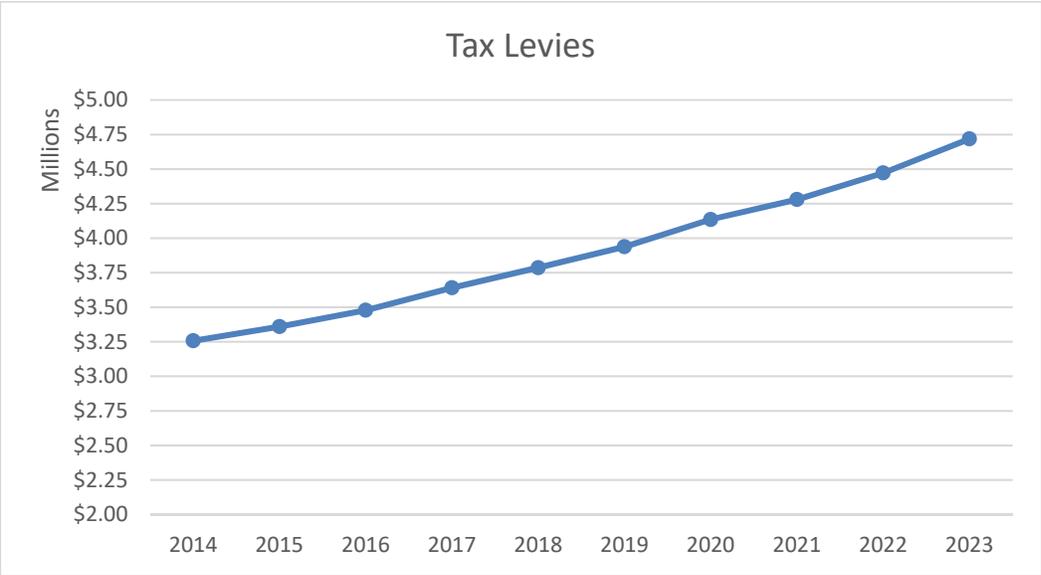
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Revenues

The City is dependent on the resources that generate revenue to provide for the different services that our residents receive. This dependency is the limiting factor on what service can be provided. These services range from the basic services of public safety and road maintenance to services enhancing the quality of life such as parks and community events. Our resources to generate revenue are affected by a number of factors, including City, State and Federal laws, rates, demographics, and economic conditions. The following provides a summary of major revenue sources and general trends:

Property Taxes

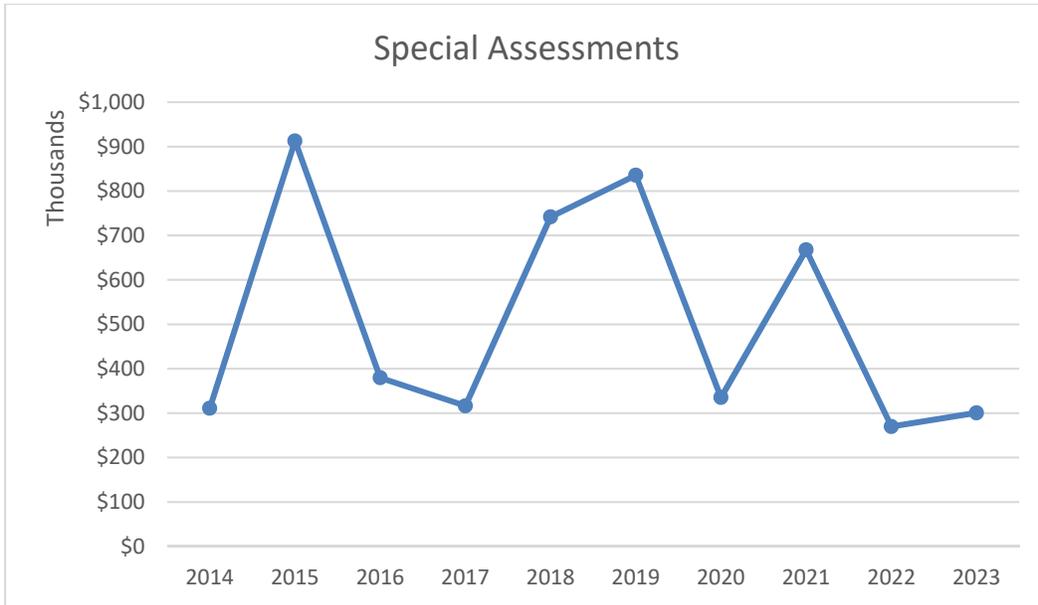
This revenue source is primarily used in the General Fund and is set at a level to raise adequate revenue for the operating budget when combined with other expected revenues. The final level of expected revenue should be sufficient to conduct City business in accordance with Council policy and directives and result in a projected year-end fund balance to cover possible emergencies and contingencies.



Trends: Property tax levies have been increasing due to cuts in State Aid that began in 2001. A more in depth discussion of the Property Tax Levies is found on page 44.

Special Assessments

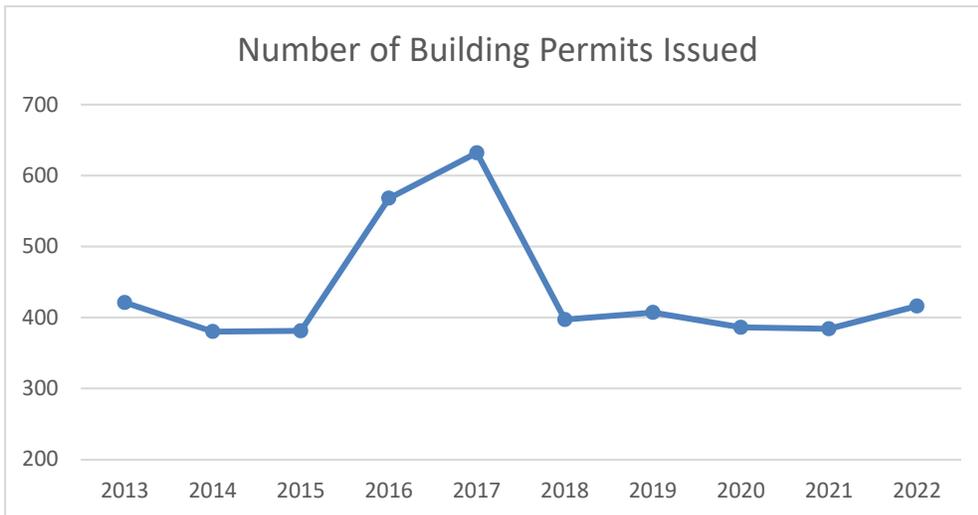
A portion of the costs for public improvements is recovered by assessment charges to the benefiting property owners. These collections are used to pay bond principal and interest on the outstanding improvement bonds or to reimburse the City if no bonds were issued. A majority of the special assessments are associated with road reconstruction projects within the Capital Improvement Plan, but they also include charges against property for the collection of delinquent utility bills or miscellaneous charges.



Trends: Special Assessment Revenues fluctuate due to the timing of Pavement Management Plan (PMP) projects. The 2015, 2018, 2019 and 2021 collections were larger than average as there were more prepaid special assessments.

Licenses & Permits

These fees are normally charged as a means of recovering the cost of regulation in the interest of the overall community. Business license fees are required to be paid annually in order to operate a business within the City. Non-business license and permit fees are levied to finance the cost of inspecting and regulating new construction and to cover a portion of the administrative costs associated with monitoring activities. Building permit fees generate most of the revenue in this category.



Trends: License revenue is expected to remain static. Building permit revenue is expected to decrease as the City is primarily built out but commercial activity will cause fluctuations as seen in 2016 and 2017 as existing facilities go through upgrades. This will all change once the Rice Creek Commons (TCAAP) project begins construction. 2016 and 2017 numbers reflect major renovations at the Land O'Lakes headquarters facility and Boston Scientific.

Intergovernmental

This represents monies from other governments in the form of grants, entitlements, and shared revenues. The City receives a variety of shared revenues from the State of Minnesota. Prior to 2011, the major revenue within this category was Market Value Homestead Credit Aid. The 2011 legislature eliminated this program. The major revenue source is now Municipal State Aid (MSA) maintenance for streets.

All other amounts represent small grants and aids that the City receives under various established programs.

MSA Maintenance is a program for urban municipalities with populations of 5,000 or more. 20% of a City's County Roads and local improved mileage are included. This includes County Roads and County State Aid Highways (CSAH) that have reverted back to the municipality.

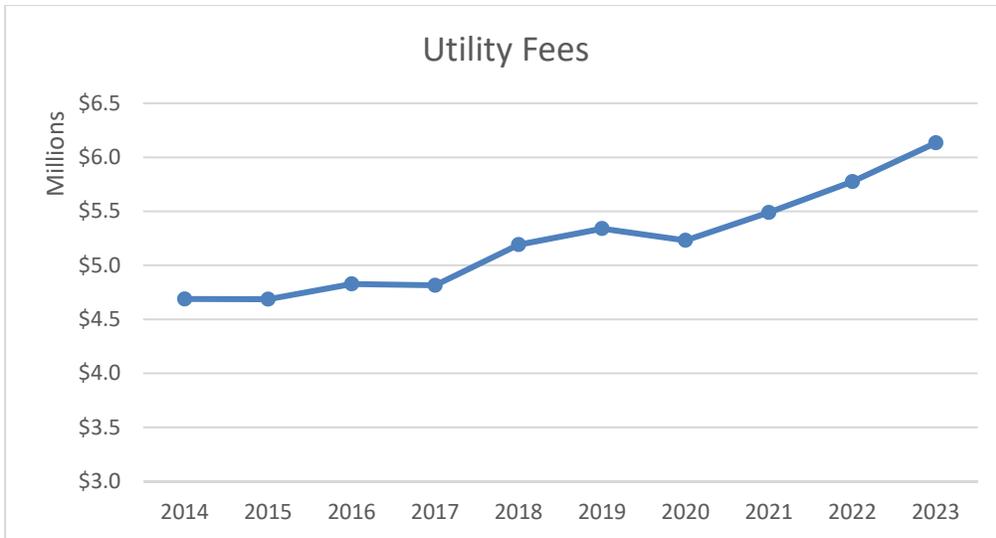
Police Aid is money received from the State to help with police personnel training costs. Since Arden Hills contracts with the Ramsey County Sheriff for this service, a part of this revenue is allocated back to Arden Hills each year to offset part of the contract costs for policing.

Trends: MSA Maintenance dollars had been gradually increasing through 2020, declined in 2021 due to COVID-19, and increased again in 2022. A 2% increase is being budgeted for 2023. Police Aid has remained fairly static over the last six years and is expected to remain so.

Charges for Services

This category reflects fees collected for contractual services and general services that the City charges directly for. Included in this category are the following:

- General Fund charges for services include contractual and service fee services related to general government, public safety, and recreation.
- Services to property (Utility Fees) – are collected by the utility funds from customers (residents and business within the City) for services. See page 105 for more information on these fees.

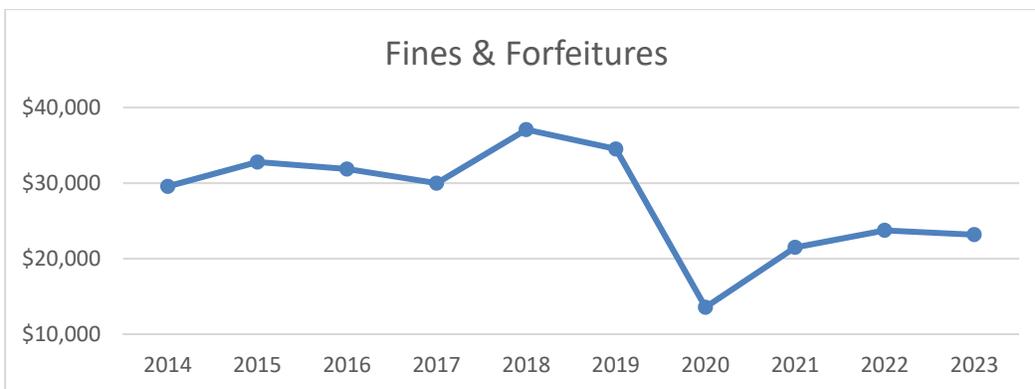


Trends: Charges for Services have been increasing as a whole. This is in part due to rising utility fees to help pay for needed infrastructure improvements (see the Capital Improvement Plan section). Fluctuations in the General Fund fees are primarily due to Plan Check Fee revenue associated with building permits.

Fines and Forfeitures

Fines and forfeitures represent the City’s portion of traffic and code violation fees and are collected in the General Fund. When a violation is issued by a City, Sheriff, or State Trooper within the City Limits, a portion of the fee paid to the County is distributed to the City (based on State Statute).

In 2011, the City adopted Administrative Fines which are seen for the first time in 2012 revenues. These are fines for violations that are 10 miles per hour (MPH) or under and also rolling stops through stop signs. These fines are collected at the local level and serve a purpose by providing education to the community.



Trends: Fines and Forfeiture revenue are usually fairly flat. The drop of in 2020 is due to COVID-19.

Franchise Fees

Franchise fees are derived from a fee imposed on cable TV revenues collected by the utilities for usage within the City. The fees are deposited in the Special Revenue Cable Fund. Cable TV franchise fees are used to cover communication and AV equipment costs.

Trends: The fee currently is estimated to generate approximately \$94,500 per year for the Cable Fund.

Developer Reimbursements

The County has purchased the TCAAP property. Once plans and phasing have been determined, estimates can be made on developer reimbursements and expenditures for the property. A Development Agreement will be entered into in which the City is reimbursed for its expenses incurred with this acquisition.

Trends: No revenues have been budgeted at this time but once plans and phasing have been determined, revenues are expected to offset costs incurred in connection with this project. This will happen as part of the Joint Development Authority with Ramsey County.

Investment Earnings

Investment earnings are allocated to all funds based upon a weighted average of their daily cash balance. For budgeting purposes, the interest earnings are projected and the allocation from the latest Annual Comprehensive Financial Report is used. Market value changes related to the required recognition of unrealized gains / losses are included in the estimate for budgetary purposes.

Trends: Investment earnings are subject to the interest rate, shifts in the economy and are dependent on what rates are available at the time investments were made.

Other Revenues

Miscellaneous sources which do not fit into any of the above mentioned revenue categories. These sources include donations, other small unexpected payments, and non-operating revenues (Proprietary Funds) such as sale of scrap or surplus.

Trends: These revenues are expected to remain constant over the next several years.

Property Tax

The City of Arden Hills levies property taxes for its General Fund Operations. The levies are allowed by State Law, and are collected from property owners by Ramsey County and distributed to the City in July, December, and January.

Property Tax Reform

During 2001, the State Legislature passed a major Property Tax Reform Bill that dramatically impacted State funding to local governments. Levy limits returned, and a major shift in the State Funding of school districts resulted in the elimination of some aids for cities. The intention of the State Legislature was to have cities make up for this lost aid through the property tax levy. This reduced the reliance of cities on State Aid, and allows the property tax levy to make up a larger share of the General Fund Revenues. Arden Hills did not receive a significant portion of Local Government Aid, thus was not impacted.

As the Legislature entered the 2003 session, the situation with the economy was creating a State Deficit of over \$4 billion. The State enacted many reductions in order to balance the budget. As part of those reductions, cities had their property tax aid decreased for 2003 and 2004. The Market Value Homestead Credit (MVHC) reduction amount for 2003 was \$100,979 or 100% of the aid amount the city was initially certified to receive. The cities were then only allowed to levy back for 60% of the permanent LGA losses from 2003 and 2004. In 2005, the Legislature readjusted the formula for State Aid and increased the overall State Aid to cities by \$48 million. The formula change was detrimental to most inner ring suburbs and most cities in turn saw a total elimination of its LGA.

In 2008, the State again was facing a deficit and the Government chose to unallot the second half payments of LGA and MVHC which were to be distributed in December 2008. This was a loss of \$26,272 to the City. As the State economic forecast did not improve in 2009 or 2010, all LGA and MVHC aid was unallotted, this was a loss of \$55,923 and \$61,774 for the City. In mid-2010, the Governor unallotted the 2011 MVHC aid which was estimated at \$61,774 for Arden Hills.

The 2011 legislature eliminated the MVHC program for 2012, thus taking local governments out of the equation. A new program gives homesteaded property owners a Market Value Exclusion (MVE) on the value of their property and gives these property owners basically the same effect. However, this shifts taxes to non-homesteaded property as each local jurisdiction is now receiving its full levy, including the City. This results in shifting a significant portion of the City's levy (and other local jurisdiction's levy) to Commercial/Industrial property and those homesteads whose value is over \$413,800 where the exclusion is eliminated.

Property Values (Tax Burden)

City's Market Value and Tax Capacity

Due to the current economic conditions, the taxable market value for the City is projected to increase by \$198.1 million or 13.7% to \$1.64 billion. From this, the Tax Capacity is calculated (for residential properties it equates to 1% of Taxable Market Value, and varies by property type for all others). The City's Tax Capacity for calculating taxes was projected to increase by 16.6% to \$17.9 million. This plus the change in the levy is decreasing the City's tax rate from 26.543% to 24.142%.

Median Valued Home

Due to current economic conditions, the Taxable Market Value of the median valued home within the City is projected to increase 15.33% from \$384,600 to \$443,550. The overall City Tax burden increase on the median valued home is projected to be approximately 5.6% or \$56.87.

A chart depicting the projected basic governmental service annual costs for the median valued home is located on page 61.

Property Tax Levies

The total levy being proposed is \$4,718,680. This represents a \$246,000 or 5.50% increase over the 2022 levy of \$4,472,680.

Anoka County sets the Fiscal Disparities levy for the entire Seven County Metropolitan Area. This was established by the legislature in the 1970's as a means to more evenly distribute the property tax benefit derived by commercial properties. Cities are either a "net" gainer or a "net" contributor. Arden Hills is a "net" gainer and will collect \$384,516 in 2023 as opposed to \$385,578 in 2022, which is a decrease of 0.3%.

City Tax Rate

There are two types of tax rates that are calculated for the City. One is a net tax capacity based rate, and the other is a market value based rate. Both rates use the market value as the starting point for determining the rate.

Net Tax Capacity Based Rate

The Net Tax Capacity based rate is calculated by taking the levy and dividing it by the Net Tax Capacity. Net Tax Capacity calculation is regulated by the State Legislature, which has created classifications of property and a "class rate percentage" for each classification. The Net Tax Capacity is determined by multiplying the market value of each property by the appropriate class rate percentage. The sum total of all parcel tax capacities less adjustments for the City's Fiscal Disparity contribution, those parcels that have been certified in a Tax Increment Financing (TIF) development district, and the MVE represent the New Tax Capacity for the city. Currently, the General Fund Levy is Net Tax Capacity based.

Tax Capacity	2021	2022	2023
Real Estate/Personal Property	18,669,913	18,697,839	21,120,247
Tax Increment Districts	(362,116)	(367,689)	(389,046)
Sub-Total	18,307,797	18,330,150	20,731,201
Fiscal Disparities:			
Contribution	(2,626,688)	(2,932,378)	(2,778,613)
Distribution	1,360,649	1,536,822	1,448,626
Total Tax Capacity	17,041,758	16,934,594	19,401,214
Percent Change	4.8%	-0.6%	14.6%

Market Value based rate

Market Value based rates are calculated by dividing the levy by the taxable market value of all properties within the city. Taxable market value is calculated by taking the market value of all properties less exclusions and limitations as set by the State Legislature.

Market Value Determination

The county Assessor determines the market value of properties through assessment, the use of actual sales data, and economic trends. The taxes that are collected in 2023 are based on the assessment of market values for 2022, which are certified to the County Assessor on January 2, 2022 and relate to sales and data information from 2021. All assessments are subject to review by the Minnesota Department of Revenue. The State requires that property values be within 90% to 105% of actual sales overall.

Truth-In-Taxation Public Hearing

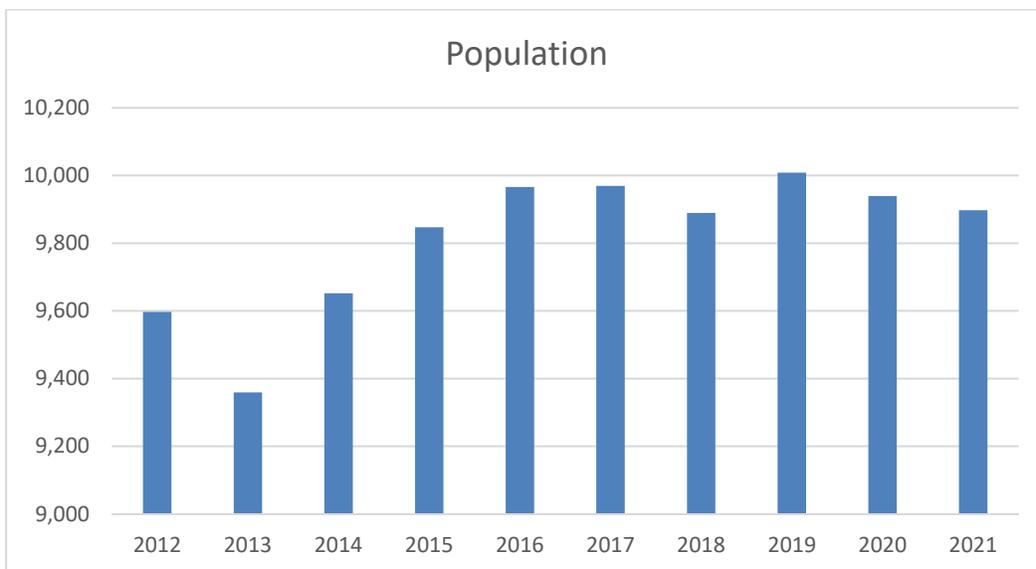
Each year in late November or early December, Statutes require all counties, school districts, and cities with a population over 2,500 to hold a public hearing to discuss the proposed budget and property tax levies. As part of this process, each property is sent by the county a Truth-In-Taxation notice which shows the impacts of the proposed levies on their individual property. The public hearing is set as a forum for citizens to come and discuss their views on the proposed budget and property tax levies with the public officials of each jurisdiction. The City held the Truth-In-Taxation Public Hearing on Monday, December 12, 2022.

Budget Assumptions

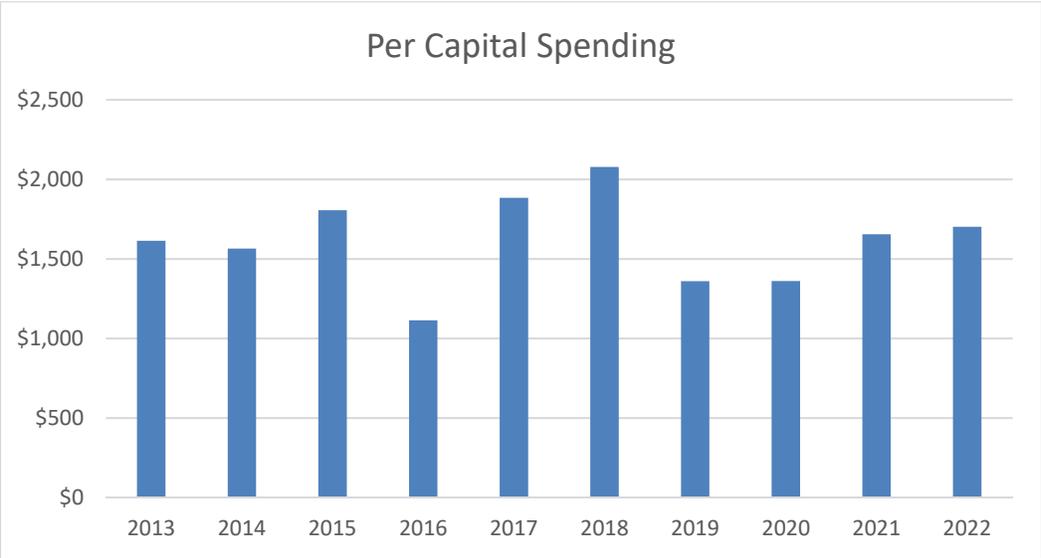
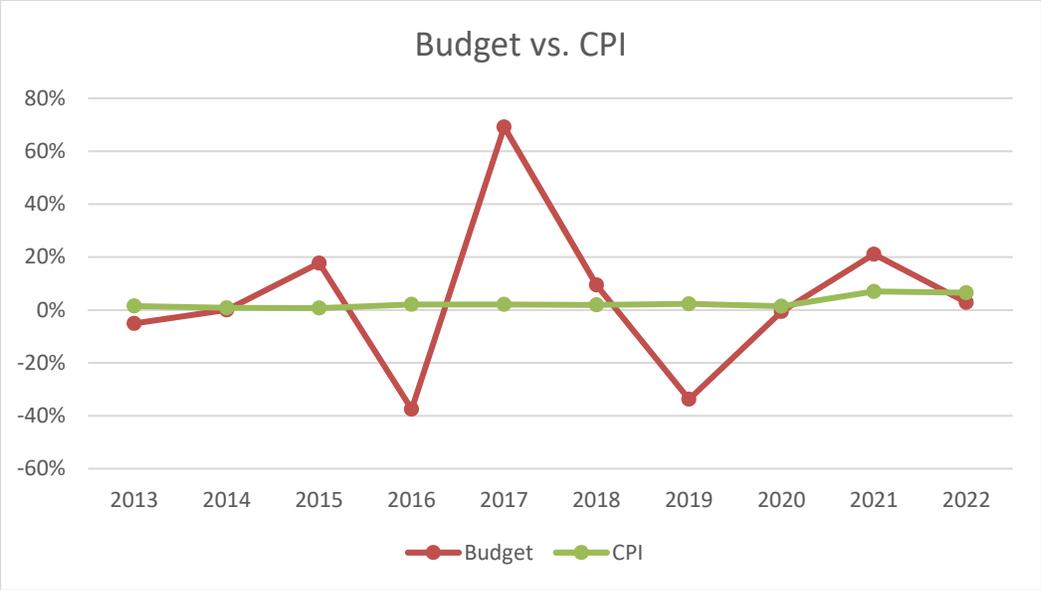
Certain assumptions are decided on as a foundation for developing a budget. These assumptions guide the City in determining the level of service that will be provided to residents and how those services will be funded. The City's budget practice is to use conservative revenue estimates to assure adequate funding of expenditures.

2023 Assumptions

The City is assuming a population growth of 1% per year until the TCAAP development occurs. The Chart below demonstrates the City's population growth over the prior years. After the 2010 Census, the City's population was reported as 9,552.

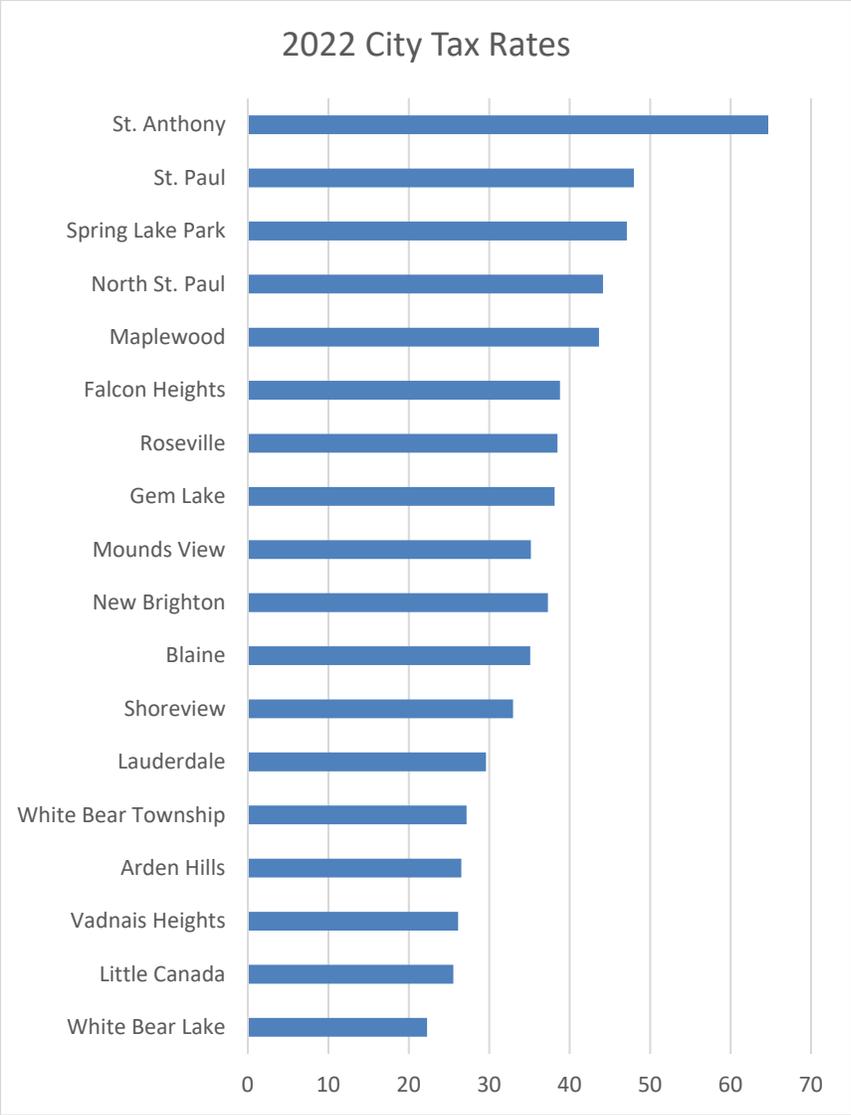


As the City's population grows, so does the demand for services. This increase in demand for services also requires increases in parks, miles of streets, water mains and sewer lines that need to be maintained. In 2023, the City continues various infrastructure improvements as the City's infrastructure ages. This growth and demand can result in the City's operating budgets growing faster than the Consumer Price Index (CPI) and increased infrastructure improvements can cause the City's per capita spending to increase.



As the City becomes more developed and has less land available for new residential development, the City’s operating expenditures should increase with increases in the CPI with the exception of a “catch-up” in infrastructure improvements.

Current economic conditions have caused the City’s residential market values to increase by 15.33%. In 2002 the State Legislature enacted major property tax reform which lowered all property class rates. The City’s tax capacity has allowed the city to maintain a tax rate that is one of the lowest in the Minneapolis/St. Paul Metropolitan area. Currently, the City has one of the lowest rates in the northeast metropolitan area as shown in the graph.



As other revenue sources decrease or remain at past levels, the City becomes more reliant on property taxes as its main revenue source. The following table summarizes the City’s property tax levy over the last ten years.

Year	Levy	% Change
2014	\$3,257,456	2.1%
2015	\$3,359,775	3.1%
2016	\$3,478,775	3.5%
2017	\$3,641,290	4.7%
2018	\$3,786,942	4.0%
2019	\$3,938,420	4.0%
2020	\$4,135,340	5.0%
2021	\$4,280,080	3.5%
2022	\$4,472,680	4.5%
2023	\$4,718,680	5.5%

Minnesota's property tax system is described in more detail on pages 44 through 46. (Note: the Minnesota State Legislature enacted Market Value Homestead Credit reductions to property owners in 2003-2004. This credit was not reimbursed to local governments, which in effect reduced tax revenues so local governments did not receive the full amount of their certified levies. In 2005 the legislature reinstated these credit reductions for 2005 and 2006.) The credits were reinstated in 2007. However, due to the current economic conditions, the second half payment for 2008 and all of the 2009 and 2010 payments were unallotted by the Governor. All of the 2011 payments were unallotted. The 2011 legislature eliminated the program for 2012 and replaced it with the Market Value Exclusion program previously discussed, taking local governments out of the formula. The City began receiving its full levy in 2012, however, the full effect was seen in 2013 as Fiscal Disparities caught up with the change.

Currently there is little land available for residential development and new home construction within the City except with the addition of the TCAAP property. Most development is commercial/industrial and as these areas are developed there will be a decline of permit revenues in the future. This is expected to increase in the future depending on the timing of how the TCAAP property develops.

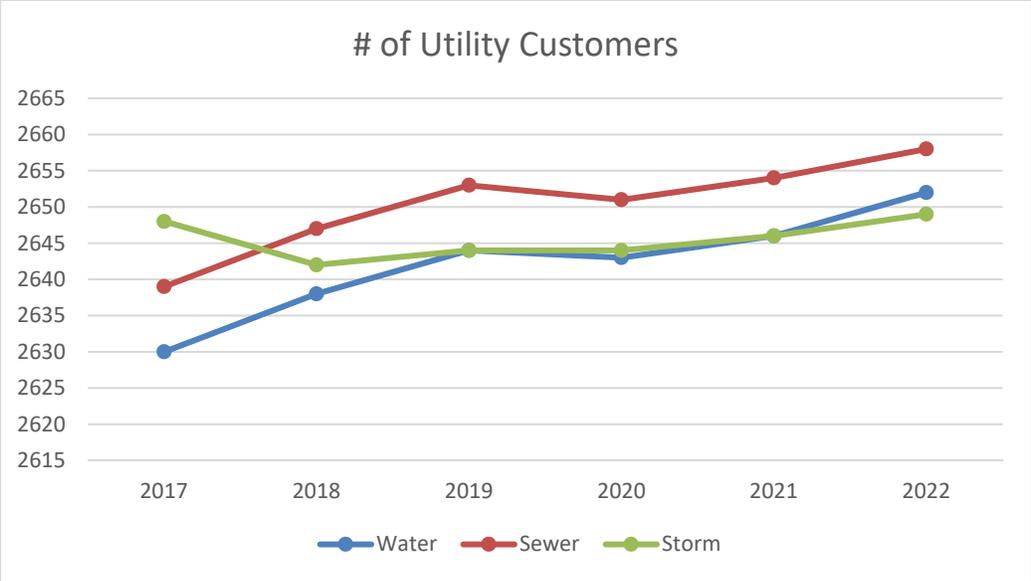
The City pools its cash reserves for investment purposes. This is described in more detail in the investment policy on pages 34-35 of this document.

One of the City's largest expenditure classifications is personnel services. Personnel services include salaries and fringe benefits for all employees. For 2023, the salaries have been budgeted with a 3.0% COLA increase for non-union employees and a 3.0% COLA increase union employees.

The City is switching health insurance plans in 2023 because of the big increase being proposed by our current carrier. In addition to the increase in health insurance, dental will be increasing by 4.1% and there are no changes to Life, Short Term or Long Term Disability. Overall, the city cost for insurance benefits is increasing \$43,460 or 15.2%.

The City's staffing levels are detailed on pages 16 - 19.

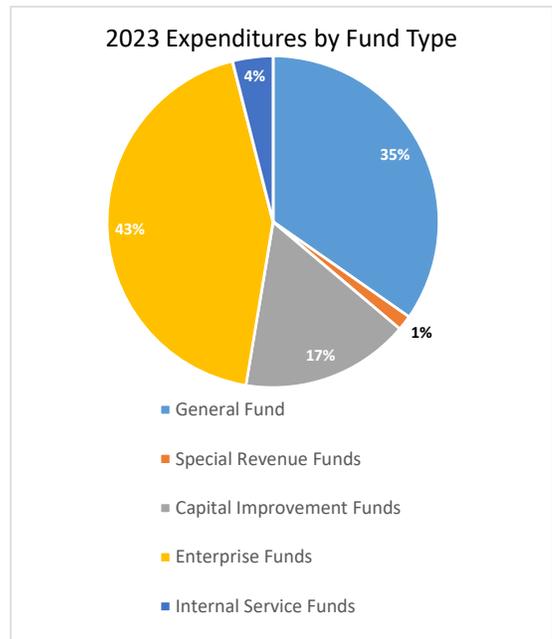
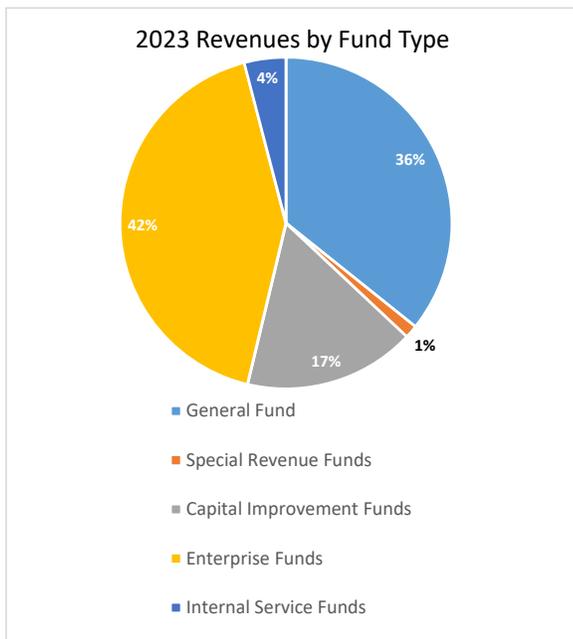
Finally, the population growth does not only affect the City's General fund, it also affects the City's Water, Sewer, and the Surface Water Management operating funds. As the population has increased, so has the number of utility customers. As the number of customers increase, so does the revenue, the demand for service and the cost of providing the service. The chart below shows the customer changes over the last five years.



BUDGET SUMMARY

By Fund Type

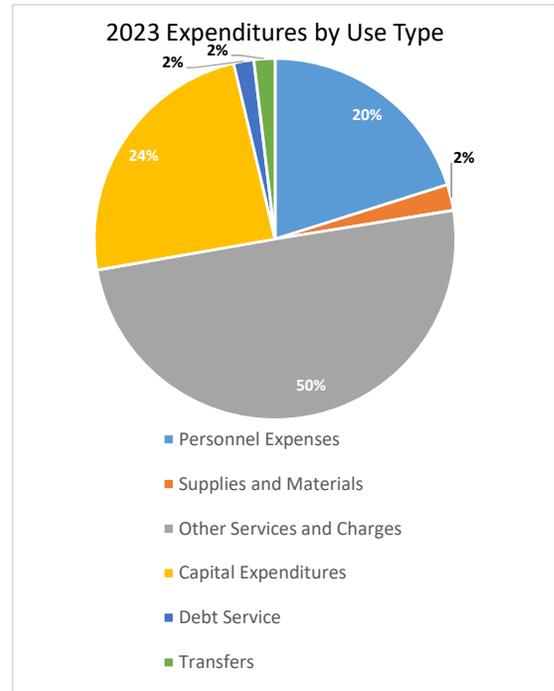
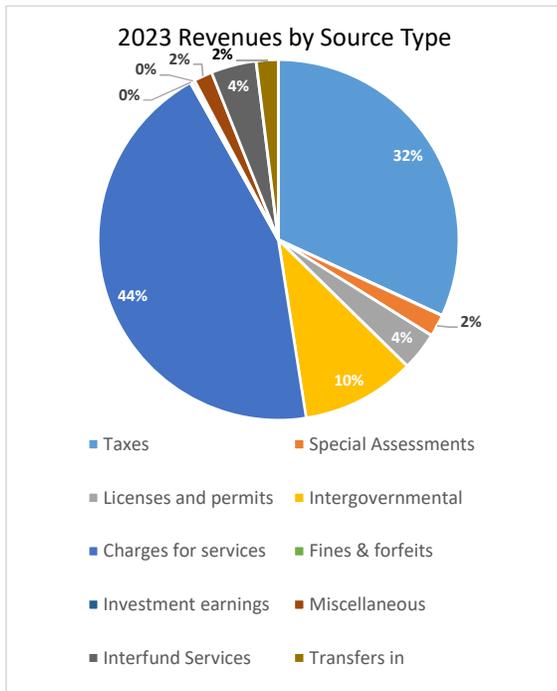
	2020 Actual	2021 Actual	11/30/2022 YTD	2022 Budget	2023 Budget	\$ Increase (Decrease)	% Increase (Decrease)
CITY-WIDE SUMMARY							
REVENUES							
General Fund	\$ 5,229,541	\$ 5,304,591	\$ 5,151,473	\$ 5,099,510	\$ 5,369,420	\$ 269,910	5.3%
Special Revenue Funds	526,687	596,583	344,373	590,580	194,500	(396,080)	-67.1%
Capital Improvement Funds	2,298,152	2,755,603	969,399	2,046,320	2,507,210	460,890	22.5%
Enterprise Funds	5,371,496	7,035,879	4,914,363	6,333,430	6,346,580	13,150	0.2%
Internal Service Funds	541,495	603,987	458,919	636,280	608,640	(27,640)	-4.3%
TOTAL REVENUES	\$ 13,967,371	\$ 16,296,643	\$ 11,838,528	\$ 14,706,120	\$ 15,026,350	\$ 320,230	2.2%
EXPENDITURES/EXPENSES							
General Fund	\$ 5,064,623	\$ 5,515,275	\$ 4,846,821	\$ 5,239,510	\$ 5,530,180	\$ 290,670	5.5%
Special Revenue Funds	456,419	472,246	230,453	504,690	229,320	(275,370)	-54.6%
Capital Improvement Funds	581,595	2,527,945	2,374,796	3,859,890	2,620,470	(1,239,420)	-32.1%
Enterprise Funds	4,599,982	4,990,363	4,298,876	6,587,180	6,918,720	331,540	5.0%
Internal Service Funds	654,330	658,209	444,615	648,380	628,140	(20,240)	-3.1%
TOTAL EXPENDITURES/EXPENSES	\$ 11,356,949	\$ 14,164,039	\$ 12,195,561	\$ 16,839,650	\$ 15,926,830	\$ (912,820)	-5.4%
NET CHANGES IN FUND BALANCE	\$ 2,610,422	\$ 2,132,604	\$ (357,034)	\$ (2,133,530)	\$ (900,480)	\$ 1,233,050	



BUDGET SUMMARY

By Source/Use Type

	2020 Actual	2021 Actual	11/30/2022 YTD	2022 Budget	2023 Budget	\$ Increase (Decrease)	% Increase (Decrease)
CITY-WIDE SUMMARY							
REVENUES							
Taxes	\$ 4,473,917	\$ 4,784,435	\$ 4,238,148	\$ 4,910,500	\$ 4,792,890	\$ (117,610)	-2.4%
Special Assessments	335,282	667,526	274,959	269,900	300,750	30,850	11.4%
Licenses and permits	430,943	755,758	814,858	506,200	517,620	11,420	2.3%
Intergovernmental	971,191	1,055,579	258,041	1,164,590	1,533,180	368,590	31.6%
Charges for services	5,865,333	7,373,439	5,237,843	6,294,540	6,659,480	364,940	5.8%
Fines & forfeits	13,581	21,500	18,259	23,750	23,190	(560)	-2.4%
Investment earnings	417,627	(41,581)	174,506	75,000	42,500	(32,500)	-43.3%
Miscellaneous	238,791	234,785	261,611	212,210	248,100	35,890	16.9%
Interfund Services	505,707	597,202	457,763	634,430	608,640	(25,790)	-4.1%
Transfers in	715,000	848,000	102,540	615,000	300,000	(315,000)	-51.2%
TOTAL REVENUES	\$ 13,967,371	\$ 16,296,643	\$ 11,838,528	\$ 14,706,120	\$ 15,026,350	\$ 320,230	2.2%
EXPENDITURES/EXPENSES							
Personnel Expenses	\$ 2,586,382	\$ 2,500,594	\$ 2,537,630	\$ 3,019,700	\$ 3,207,400	\$ 187,700	6.2%
Supplies and Materials	230,738	260,839	281,956	368,750	367,900	(850)	-0.2%
Other Services and Charges	7,263,087	8,298,468	6,424,068	7,973,520	7,932,760	(40,760)	-0.5%
Capital Expenditures	478,075	2,180,837	2,559,166	4,572,480	3,832,470	(740,010)	-16.2%
Debt Service	83,667	75,300	290,200	290,200	286,300	(3,900)	-1.3%
Transfers	715,000	848,000	102,540	615,000	300,000	(315,000)	-51.2%
TOTAL EXPENDITURES/EXPENSES	\$ 11,356,949	\$ 14,164,039	\$ 12,195,561	\$ 16,839,650	\$ 15,926,830	\$ (912,820)	-5.4%
NET CHANGES IN FUND BALANCE	\$ 2,610,422	\$ 2,132,604	\$ (357,034)	\$ (2,133,530)	\$ (900,480)	\$ 1,233,050	



CITY OF ARDEN HILLS, MINNESOTA

ALL FUNDS

REVENUE SUMMARY

<u>Total by Source</u>	2020	2021	2022	2023	PERCENT
	ACTUAL	ACTUAL	BUDGET	BUDGET	OVER(UNDER) 2022 BUDGET
Taxes	4,473,917	4,784,435	4,910,500	4,792,890	-2.4%
Special Assessments	335,282	667,526	269,900	300,750	11.4%
Licenses and permits	430,943	755,758	506,200	517,620	2.3%
Intergovernmental	971,191	1,055,579	1,164,590	1,533,180	31.6%
Charges for services	5,865,333	7,373,439	6,294,540	6,659,480	5.8%
Fines & forfeits	13,581	21,500	23,750	23,190	-2.4%
Investment earnings	417,627	(41,581)	75,000	42,500	-43.3%
Miscellaneous	238,791	234,785	212,210	248,100	16.9%
Interfund Services	505,707	597,202	634,430	608,640	-4.1%
Transfers in	715,000	848,000	615,000	300,000	-51.2%
Totals	13,967,371	16,296,643	14,706,120	15,026,350	2.2%

Total by Fund

General	5,229,541	5,304,591	5,099,510	5,369,420	5.3%
Karth Lake Taxing District	-	6,610	6,610	-	-100.0%
Cable TV	105,063	97,279	98,840	94,500	-4.4%
EDA	117,969	98,424	102,850	100,000	-2.8%
TIF #3	(3,997)	17,687	3,600	-	-100.0%
TIF #4	307,651	376,584	378,680	-	-100.0%
Equip & Bldg Replacement	314,374	382,277	352,500	390,000	10.6%
Parks	252,732	324,888	1,100	-	-100.0%
Capital (PIR)	1,301,118	1,889,929	1,492,170	1,872,210	25.5%
Public Safety Capital	429,927	158,508	200,550	245,000	22.2%
TCAAP Capital	-	-	-	-	N/A
Water	2,406,257	3,625,138	3,031,590	2,922,910	-3.6%
Sanitary Sewer	1,915,616	2,307,598	2,191,220	2,288,140	4.4%
Recycling	163,634	202,811	180,170	181,760	0.9%
Storm Water Management	885,989	900,332	930,450	953,770	2.5%
Risk Management	172,884	165,503	163,480	162,000	-0.9%
Engineering	11,430	98,739	35,670	30,170	-15.4%
Central Garage	178,519	162,709	246,580	228,750	-7.2%
Technology	178,662	177,036	190,550	187,720	-1.5%
Totals	13,967,371	16,296,643	14,706,120	15,026,350	2.2%

CITY OF ARDEN HILLS, MINNESOTA

ALL FUNDS

EXPENDITURE SUMMARY

	2020	2021	2022	2023	PERCENT OVER(UNDER) 2022 BUDGET
<u>Total by Use</u>	ACTUAL	ACTUAL	BUDGET	BUDGET	
Personnel Expenses	2,586,382	2,500,594	3,019,700	3,207,400	6.2%
Supplies and Materials	230,738	260,839	368,750	367,900	-0.2%
Other Services and Charges	7,263,087	8,298,468	7,973,520	7,932,760	-0.5%
Capital Expenditures	478,075	2,180,837	4,572,480	3,832,470	-16.2%
Debt Service	83,667	75,300	290,200	286,300	-1.3%
Transfers	715,000	848,000	615,000	300,000	-51.2%
Totals	11,356,949	14,164,039	16,839,650	15,926,830	-5.4%
<u>Total by Fund</u>					
General	5,064,623	5,515,275	5,239,510	5,530,180	5.5%
Karth Lake Taxing District	13,222	-	-	-	N/A
Cable TV	137,359	122,905	128,940	136,070	5.5%
EDA	75,519	63,211	87,170	87,550	0.4%
TIF #3	1,850	1,592	1,900	1,900	0.0%
TIF #4	228,469	284,491	284,780	1,900	-99.3%
TIF #5	-	47	1,900	1,900	0.0%
Equip & Bldg Replacement	147,238	581,967	346,650	385,000	11.1%
Parks	-	6,637	315,000	-	-100.0%
Capital (PIR)	135,251	1,828,277	2,968,110	2,195,700	-26.0%
Public Safety Capital	299,106	111,064	230,130	39,770	-82.7%
TCAAP Capital	-	-	-	-	N/A
Water	2,109,538	2,279,820	3,357,250	2,891,840	-13.9%
Sanitary Sewer	1,730,242	1,882,853	2,147,010	2,854,770	33.0%
Recycling	139,841	154,608	177,290	174,480	-1.6%
Storm Water Management	620,362	673,083	905,630	997,630	10.2%
Risk Management	285,352	219,378	181,130	181,500	0.2%
Engineering	11,430	98,739	35,670	30,170	-15.4%
Central Garage	178,519	162,709	246,580	228,750	-7.2%
Technology	179,030	177,383	185,000	187,720	1.5%
Totals	11,356,949	14,164,039	16,839,650	15,926,830	-5.4%



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General Fund Summary

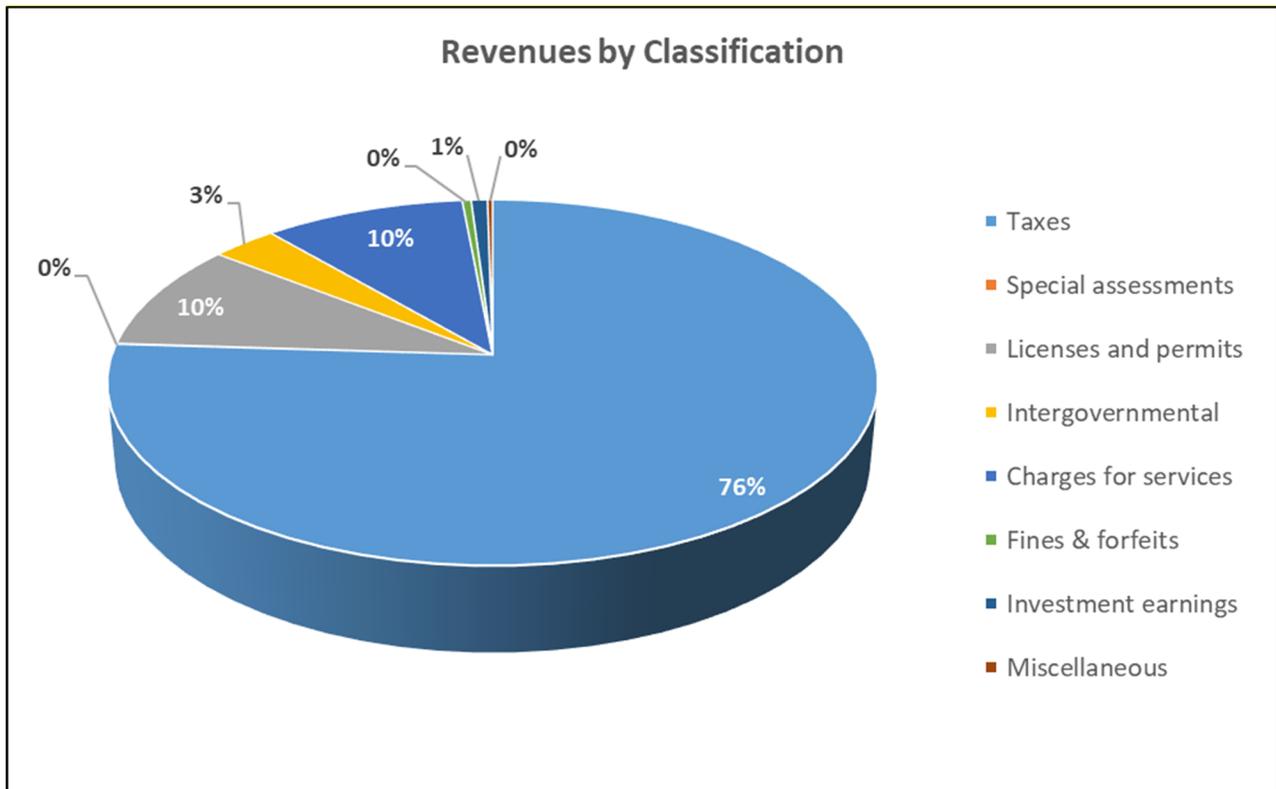
GENERAL FUND SUMMARY

Fund Description

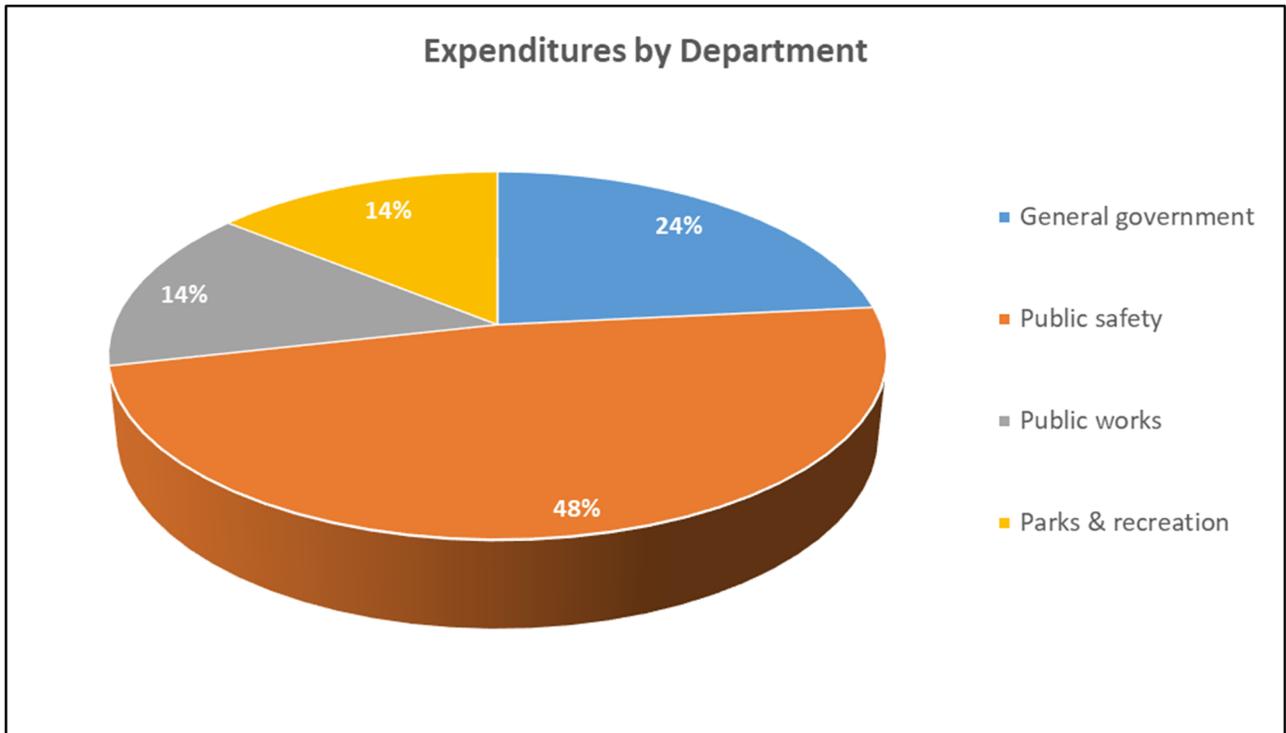
The General Fund is used to account for the ordinary operations of the City, which are financed from taxes and other general revenues, which are not accounted for in another fund. The modified accrual basis of accounting is used in the General Fund. That is, expenditures are recorded at the time liabilities are incurred and revenues are recorded when received. However, compensated absences are expended “when paid” for budgetary purposes.

Budget Summary

Total General Fund estimated revenues for 2023 are \$5,369,420. The three largest revenue sources for the City are property taxes, charges for services, and license fees and permits. Property taxes are the largest revenue source with 76.0% of the revenue, charges for current services are 9.8%, license fees and permits are 9.5%, intergovernmental revenues are 3.2%, court fines are 0.4% and miscellaneous revenues are 1.1%. The graph below illustrates the projected revenue by type.



The 2023 General Fund expenditure budget of \$5,530,180 is a 5.5% increase over the City's 2022 budget. Public Safety and General Government expenditures represent the largest expenditure areas with 48% and 24% respectively, while Public Works represents 14% and Parks and Recreation represents 14%. Economic Development revenues and expenses are located in the EDA General Fund budget. Capital Outlay expenses are located in the Capital Improvement Plan and are not included in the General Fund. The following graph illustrates the budgeted expenditures by department.



What Do You Get for Your Arden Hills Tax Dollar?

**Parks &
Recreation
11.2 Cents**

**Public Safety
39.1 Cents**

**Public Works
11.4 Cents**

**General Government
18.6 Cents**



**Economic Development and Capital
8.9 Cents**

A \$443,550 home generates \$1,071 in annual property taxes:
This comes to \$89.24 per month for 2023.

What could you purchase for \$89.24 a month?

ONE OF THESE...

- One month at a gym
- One hardback book
- One month of cable service
- Dinner for two
- Movie and snacks for a family of four

ALL OF THESE...

- 24 hours Police Protection
- 24 hours Fire Protection
- Zoning and Subdivision Service
- Paved and Maintained City Streets
- Snow and Ice Removal
- Street Lighting
- Parking Lot Maintenance
- Well Groomed Park and Lake
- Right-of-Way Mowing
- Special Events

**Estimated Cost of City Services
\$443,550 Homestead in 2023**

Cost of City Services Pay 2023 Property Tax Support for \$443,550 Homestead				
City Service Category	Actual	Percent of Levy	Amount of Levy	Monthly Cost
General Government Mayor/Council, Administration, Elections, Finance, Planning & Zoning, Government Buildings	\$1,295,230	20.8%	\$223	\$18.58
Public Safety Building Inspection/Code Enforcement, Police, Dispatch, Fire, Emergency Management	\$2,725,800	43.8%	\$469	\$39.10
Public Works Street Maintenance	\$796,430	12.8%	\$137	\$11.43
Parks	\$545,590	8.8%	\$94	\$7.83
Recreation	\$237,130	3.8%	\$41	\$3.40
EDA	\$100,000	1.6%	\$17	\$1.43
Capital	\$520,000	8.4%	\$90	\$7.46
Totals	\$6,220,180	100.0%	\$1,071	\$89

GENERAL FUND	2020 Actual	2021 Actual	11/30/2022 YTD	2022 Budget	2023 Budget	\$ Increase (Decrease)	% Increase (Decrease)
REVENUES							
Taxes	\$ 3,629,818	\$ 3,763,386	\$ 3,681,037	\$ 3,858,370	\$ 4,078,390	\$ 220,020	5.7%
Special assessments	4,759	4,514	-	1,510	3,350	1,840	121.9%
Licenses and permits	431,628	752,531	806,248	504,800	511,730	6,930	1.4%
Intergovernmental	629,432	160,279	109,514	158,250	171,370	13,120	8.3%
Charges for services	356,626	605,738	468,822	519,510	525,550	6,040	1.2%
Fines & forfeits	13,581	21,500	18,259	23,750	23,190	(560)	-2.4%
Investment earnings	101,743	(13,315)	44,169	19,500	42,500	23,000	117.9%
Miscellaneous	61,955	9,958	23,423	13,820	13,340	(480)	-3.5%
TOTAL REVENUES	\$ 5,229,541	\$ 5,304,591	\$ 5,151,473	\$ 5,099,510	\$ 5,369,420	\$ 269,910	5.3%
EXPENDITURES							
Mayor & council	\$ 65,219	\$ 67,262	\$ 49,642	\$ 55,070	\$ 56,850	\$ 1,780	3.2%
Administration	314,912	346,982	342,417	401,070	420,840	19,770	4.9%
Elections	25,443	31,632	33,947	32,350	33,200	850	2.6%
Finance	144,397	150,251	199,877	184,220	191,550	7,330	4.0%
TCAAP	42,707	37,711	43,025	87,260	90,450	3,190	3.7%
Planning & Zoning	154,972	203,759	179,944	242,010	278,430	36,420	15.0%
Government Buildings	179,674	176,682	166,897	203,840	223,910	20,070	9.8%
Police	1,427,395	1,376,846	1,293,140	1,396,130	1,453,280	57,150	4.1%
Dispatch	45,578	54,283	51,507	61,810	68,740	6,930	11.2%
Fire	620,986	656,401	696,675	696,670	751,180	54,510	7.8%
Emergency Management	6,308	5,996	5,839	6,200	6,830	630	10.2%
Protective Inspections	335,502	614,610	273,711	349,860	375,770	25,910	7.4%
Street Maintenance	675,740	618,235	811,151	759,040	796,430	37,390	4.9%
Recreation	168,895	141,426	168,064	234,740	237,130	2,390	1.0%
Park Maintenance	378,893	485,200	428,446	529,240	545,590	16,350	3.1%
Transfers out	478,000	548,000	102,540	-	-	-	N/A
TOTAL EXPENDITURES	\$ 5,064,623	\$ 5,515,275	\$ 4,846,821	\$ 5,239,510	\$ 5,530,180	\$ 290,670	5.5%
NET CHANGE IN FUND BALANCE	\$ 164,918	\$ (210,684)	\$ 304,652	\$ (140,000)	\$ (160,760)	\$ (20,760)	14.8%

2023 BUDGET - GENERAL FUND - SCHEDULE OF EXPENDITURES - DETAIL BY FUNCTION

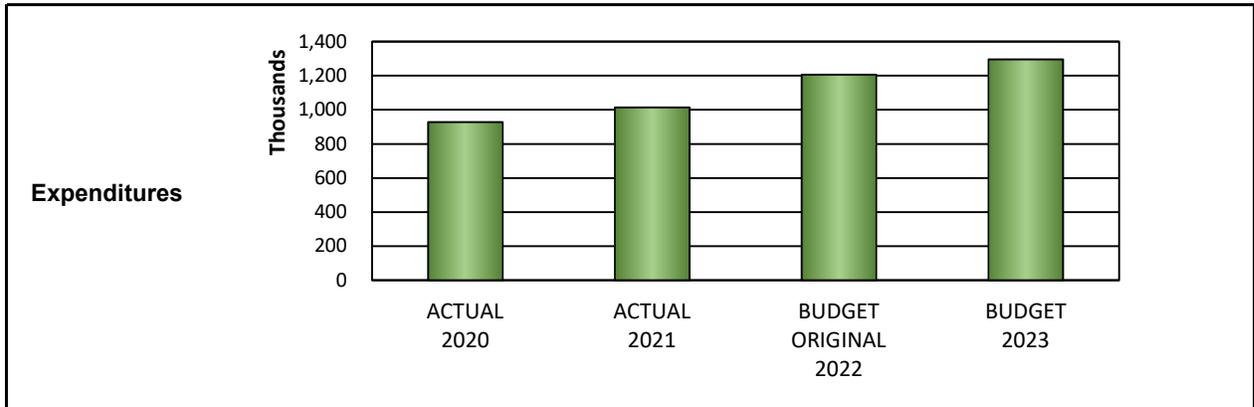
	2020 Actual	2021 Actual	2022 Budget	2023 Proposed	\$ Increase (Decrease)	% Increase (Decrease)
Mayor & council						
Personnel Expenses	\$ 37,208	\$ 37,209	\$ 37,220	\$ 37,230	\$ 10	0.0%
Supplies and Materials	108	-	150	150	-	0.0%
Other Services and Charges	27,903	30,052	17,700	19,470	1,770	10.0%
	\$ 65,219	\$ 67,262	\$ 55,070	\$ 56,850	\$ 1,780	3.2%
Administration						
Personnel Expenses	\$ 211,484	\$ 219,152	\$ 246,340	\$ 262,340	\$ 16,000	6.5%
Supplies and Materials	180	-	650	650	-	0.0%
Other Services and Charges	103,248	127,830	154,080	157,850	3,770	2.4%
	\$ 314,912	\$ 346,982	\$ 401,070	\$ 420,840	\$ 19,770	4.9%
Elections						
Supplies and Materials	\$ 758	\$ -	\$ -	\$ -	\$ -	0.0%
Other Services and Charges	24,685	31,632	32,350	33,200	850	2.6%
	\$ 25,443	\$ 31,632	\$ 32,350	\$ 33,200	\$ 850	2.6%
Finance						
Personnel Expenses	\$ 58,488	\$ 68,026	\$ 73,370	\$ 79,630	\$ 6,260	8.5%
Supplies and Materials	8,170	10,229	18,000	16,500	(1,500)	-8.3%
Other Services and Charges	77,738	71,996	92,850	95,420	2,570	2.8%
	\$ 144,397	\$ 150,251	\$ 184,220	\$ 191,550	\$ 7,330	4.0%
TCAAP						
Personnel Expenses	\$ 36,316	\$ 22,282	\$ 36,260	\$ 39,450	\$ 3,190	8.8%
Supplies and Materials	-	-	-	-	-	0.0%
Other Services and Charges	6,391	15,429	51,000	51,000	-	0.0%
	\$ 42,707	\$ 37,711	\$ 87,260	\$ 90,450	\$ 3,190	3.7%
Planning & Zoning						
Personnel Expenses	\$ 136,151	\$ 114,783	\$ 200,230	\$ 233,470	\$ 33,240	16.6%
Supplies and Materials	24	-	-	-	-	0.0%
Other Services and Charges	18,797	88,976	41,780	44,960	3,180	7.6%
	\$ 154,972	\$ 203,759	\$ 242,010	\$ 278,430	\$ 36,420	15.0%
Government Buildings						
Personnel Expenses	\$ 34,927	\$ 32,563	\$ 34,000	\$ 37,360	\$ 3,360	9.9%
Supplies and Materials	4,347	5,057	9,500	9,500	-	0.0%
Other Services and Charges	140,401	139,062	160,340	177,050	16,710	10.4%
	\$ 179,674	\$ 176,682	\$ 203,840	\$ 223,910	\$ 20,070	9.8%
Police						
Other Services and Charges	\$ 1,427,395	\$ 1,376,846	\$ 1,396,130	\$ 1,453,280	\$ 57,150	4.1%
	\$ 1,427,395	\$ 1,376,846	\$ 1,396,130	\$ 1,453,280	\$ 57,150	4.1%
Dispatch						
Other Services and Charges	\$ 45,578	\$ 54,283	\$ 61,810	\$ 68,740	\$ 6,930	11.2%
	\$ 45,578	\$ 54,283	\$ 61,810	\$ 68,740	\$ 6,930	11.2%
Fire						
Other Services and Charges	\$ 620,986	\$ 656,401	\$ 696,670	\$ 751,180	\$ 54,510	7.8%
	\$ 620,986	\$ 656,401	\$ 696,670	\$ 751,180	\$ 54,510	7.8%
Emergency Management						
Personnel Expenses	\$ 5,009	\$ 5,070	\$ 5,200	\$ 5,280	\$ 80	1.5%
Supplies and Materials	-	-	-	-	-	0.0%
Other Services and Charges	1,299	927	1,000	1,550	550	55.0%
	\$ 6,308	\$ 5,996	\$ 6,200	\$ 6,830	\$ 630	10.2%
Protective Inspections						
Personnel Expenses	\$ 265,191	\$ 195,501	\$ 283,960	\$ 305,030	\$ 21,070	7.4%
Supplies and Materials	2,065	204	1,000	1,250	250	25.0%
Other Services and Charges	68,247	418,905	64,900	69,490	4,590	7.1%
	\$ 335,502	\$ 614,610	\$ 349,860	\$ 375,770	\$ 25,910	7.4%
Street Maintenance						
Personnel Expenses	\$ 269,671	\$ 263,797	\$ 319,070	\$ 344,360	\$ 25,290	7.9%
Supplies and Materials	33,903	50,020	50,000	55,250	5,250	10.5%
Other Services and Charges	372,166	304,418	389,970	396,820	6,850	1.8%
	\$ 675,740	\$ 618,235	\$ 759,040	\$ 796,430	\$ 37,390	4.9%
Recreation						
Personnel Expenses	\$ 153,774	\$ 111,452	\$ 150,490	\$ 156,690	\$ 6,200	4.1%
Supplies and Materials	1,314	6,351	24,250	23,250	(1,000)	-4.1%
Other Services and Charges	13,807	23,623	60,000	57,190	(2,810)	-4.7%
	\$ 168,895	\$ 141,426	\$ 234,740	\$ 237,130	\$ 2,390	1.0%
Park Maintenance						
Personnel Expenses	\$ 259,311	\$ 320,174	\$ 338,180	\$ 358,410	\$ 20,230	6.0%
Supplies and Materials	23,786	37,554	37,600	43,350	5,750	15.3%
Other Services and Charges	95,795	127,472	153,460	143,830	(9,630)	-6.3%
	\$ 378,893	\$ 485,200	\$ 529,240	\$ 545,590	\$ 16,350	3.1%
Transfers Out	\$ 478,000	\$ 548,000	\$ -	\$ -	\$ -	0.0%
TOTAL EXPENDITURES	<u>\$ 5,064,623</u>	<u>\$ 5,515,275</u>	<u>\$ 5,239,510</u>	<u>\$ 5,530,180</u>	<u>\$ 290,670</u>	<u>5.5%</u>

CITY OF ARDEN HILLS, MINNESOTA
GENERAL GOVERNMENT SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2020 ACTUAL	2021 ACTUAL	2022 ORIGINAL BUDGET	2023 BUDGET	PERCENT OVER(UNDER) 2022 BUDGET
City Council	\$ 65,219	\$ 67,262	\$ 55,070	\$ 56,850	3.2%
City Administration	314,912	346,982	401,070	420,840	4.9%
Elections	25,443	31,632	32,350	33,200	2.6%
Finance	144,397	150,251	184,220	191,550	4.0%
TCAAP	42,707	37,711	87,260	90,450	3.7%
Planning & Zoning	154,972	203,759	242,010	278,430	15.0%
Government Buildings	179,674	176,682	203,840	223,910	9.8%
Totals	927,325	1,014,278	1,205,820	1,295,230	7.4%

Total By Classification	2020 ACTUAL	2021 ACTUAL	2022 ORIGINAL BUDGET	2023 BUDGET	PERCENT OVER(UNDER) 2022 BUDGET
Personnel Services	514,575	494,016	627,420	689,480	9.9%
Commodities	13,586	15,286	28,300	26,800	-5.3%
Contractual Services	399,163	504,976	550,100	578,950	5.2%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	927,325	1,014,278	1,205,820	1,295,230	7.4%

Staffing	2020	2021	2022	2023
Full-time equivalents	4.52	3.72	4.91	5.06



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

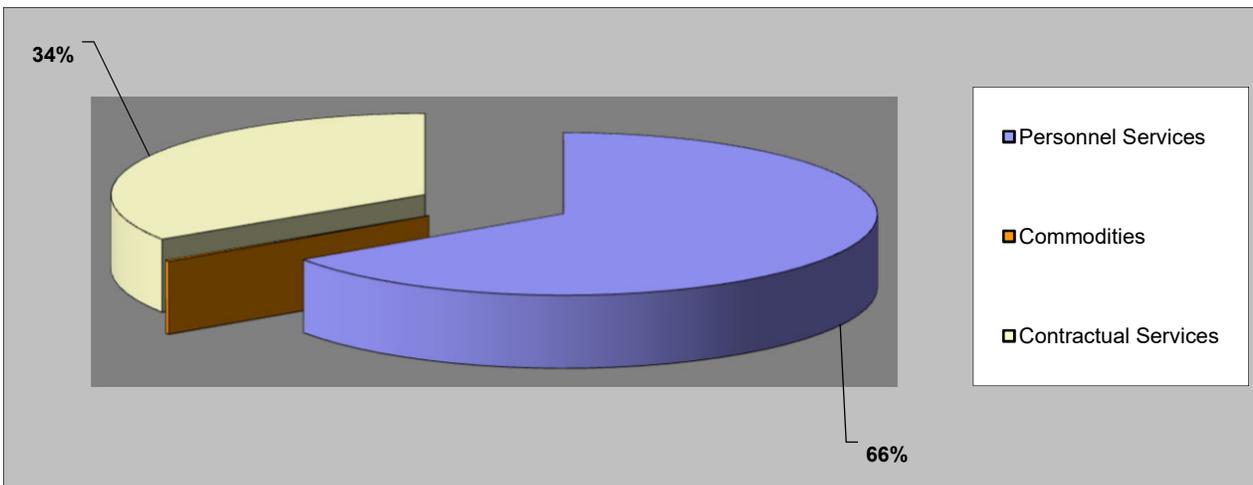
Creating funding sources to build reserve balances to fund future capital improvements while maintaining current City services.

Budget Commentary

In 2023, the Mayor and Council budget is proposed to increase by 3.2% or \$1,780. The budget for NYFS was eliminated in 2022.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 37,208	\$ 37,209	\$ 37,220	\$ 37,230
Commodities	108	-	150	150
Contractual Services	27,903	30,052	17,700	19,470
Total	\$ 65,219	\$ 67,262	\$ 55,070	\$ 56,850
Percent Change		3.1%	(-18.1%)	3.2%
NYFS amount included above	17,389	18,584	-	-

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

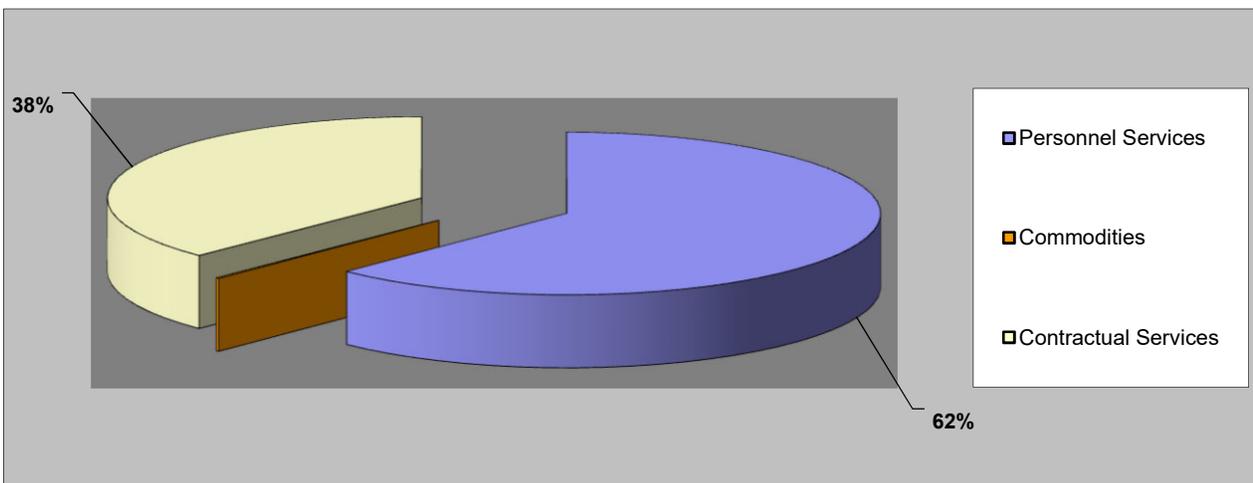
1. Long-range planning to maintain current City services while creating funding sources for reserves.
2. Long-range comprehensive TCAAP planning.

Budget Commentary

The 2023 Administration budget is increasing by 4.9% over 2022. The increase in personnel services is due to step, COLA and insurance benefit increases. The increase in contractual services is mainly due to an increase in property insurance.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 211,484	\$ 219,152	\$ 246,340	\$ 262,340
Commodities	180	-	650	650
Contractual Services	103,248	127,830	154,080	157,850
Total	\$ 314,912	\$ 346,982	\$ 401,070	\$ 420,840
Percent Change		10.2%	15.6%	4.9%
Full-Time Equivalent positions	1.93	1.86	2.08	2.09

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

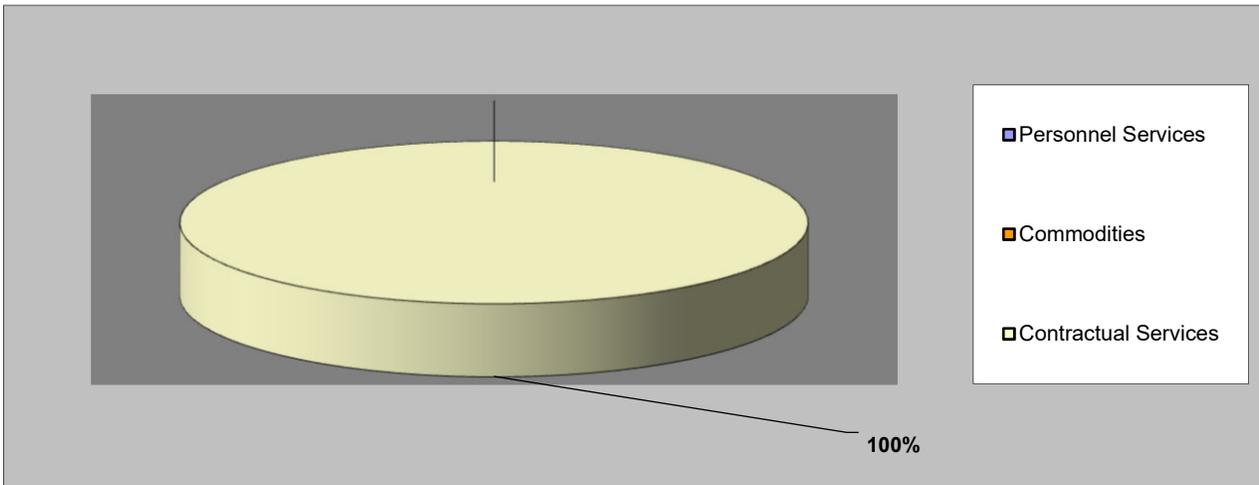
Stay current on election laws.

Budget Commentary

The Elections budget has a 2.6% increase for FY23.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	758	-	-	-
Contractual Services	24,685	31,632	32,350	33,200
Total	\$ 25,443	\$ 31,632	\$ 32,350	\$ 33,200
Percent Change		24.3%	2.3%	2.6%

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

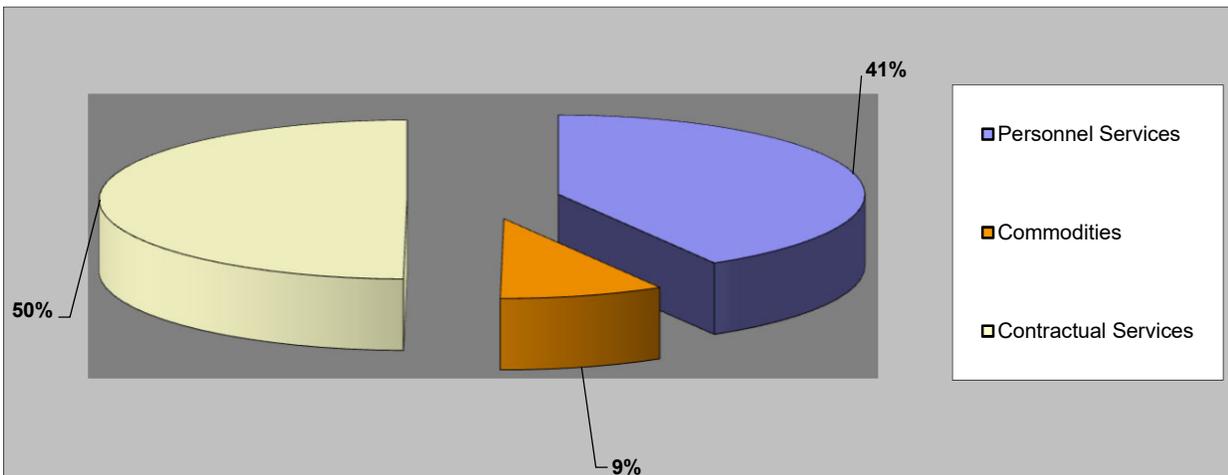
1. Implement improved reporting procedures to inform Council, Commissions and Departments.
2. Work with other Departments to find ways to reduce costs of City operations.
3. Analyze and implement ways to reduce transaction processing and costs.

Budget Commentary

This budget increased by 4.0% in 2023, or \$7,330.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 58,488	\$ 68,026	\$ 73,370	\$ 79,630
Commodities	8,170	10,229	18,000	16,500
Contractual Services	77,738	71,996	92,850	95,420
Total	<u>\$ 144,397</u>	<u>\$ 150,251</u>	<u>\$ 184,220</u>	<u>\$ 191,550</u>
Percent Change		4.1%	22.6%	4.0%
Full-Time Equivalent positions	<u>0.52</u>	<u>0.55</u>	<u>0.59</u>	<u>0.63</u>

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

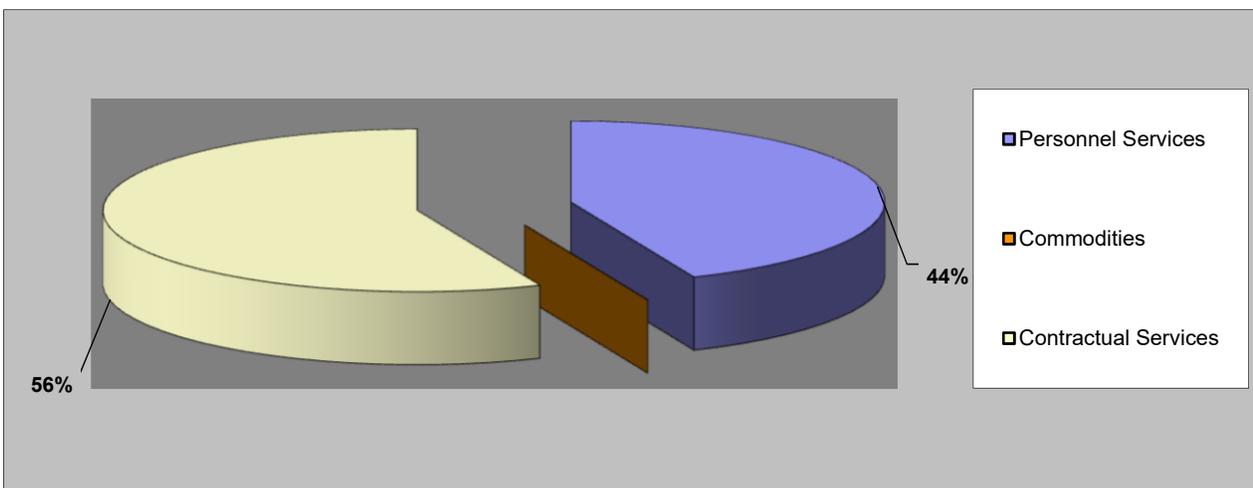
1. Economic conditions.
2. Coordinating with multiple entities/players.

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 2023 budget shows an increase of 3.7% due to an increase in personnel costs.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 36,316	\$ 22,282	\$ 36,260	\$ 39,450
Commodities	-	-	-	-
Contractual Services	6,391	15,429	51,000	51,000
Total	\$ 42,707	\$ 37,711	\$ 87,260	\$ 90,450
Percent Change		(-11.7%)	131.4%	3.7%
Full-Time Equivalent positions	0.28	0.13	0.23	0.23

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

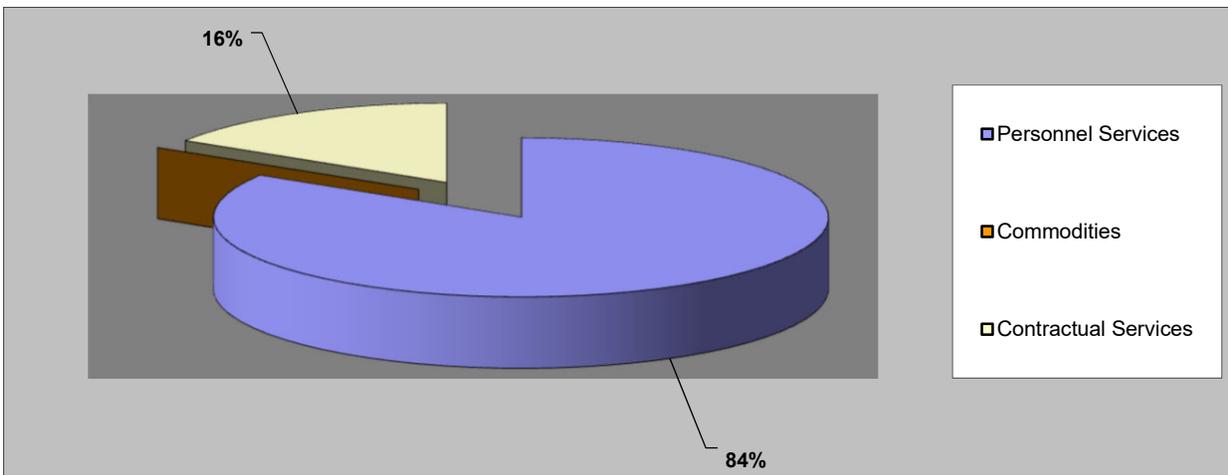
1. Rental Housing registrations.
2. Refine Building Permit process.
3. Research and refine an Administrative Fines process.

Budget Commentary

The budget for 2023 is an increase of 15.0% over the 2022 budget. The fee allocations have increased and the City Planner was promoted to the Community Development Director.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 136,151	\$ 114,783	\$ 200,230	\$ 233,470
Commodities	24	-	-	-
Contractual Services	18,797	88,976	41,780	44,960
Total	\$ 154,972	\$ 203,759	\$ 242,010	\$ 278,430
Percent Change		31.5%	18.8%	15.0%
Full-Time Equivalent positions	1.49	0.93	1.73	1.84

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

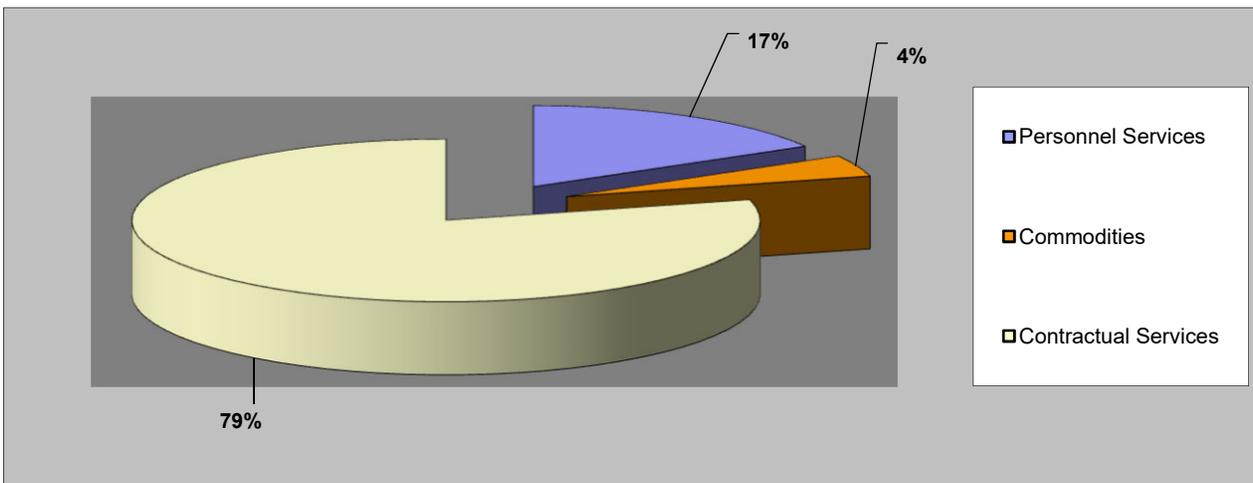
Normal maintenance and repair issues as the building (City Hall) has now been in operation since 2002.

Budget Commentary

The 2023 budget is an increase of 9.8% from the previous year's budget mainly due to increases in utility costs and for trash removal at the Public Works maintenance facility.

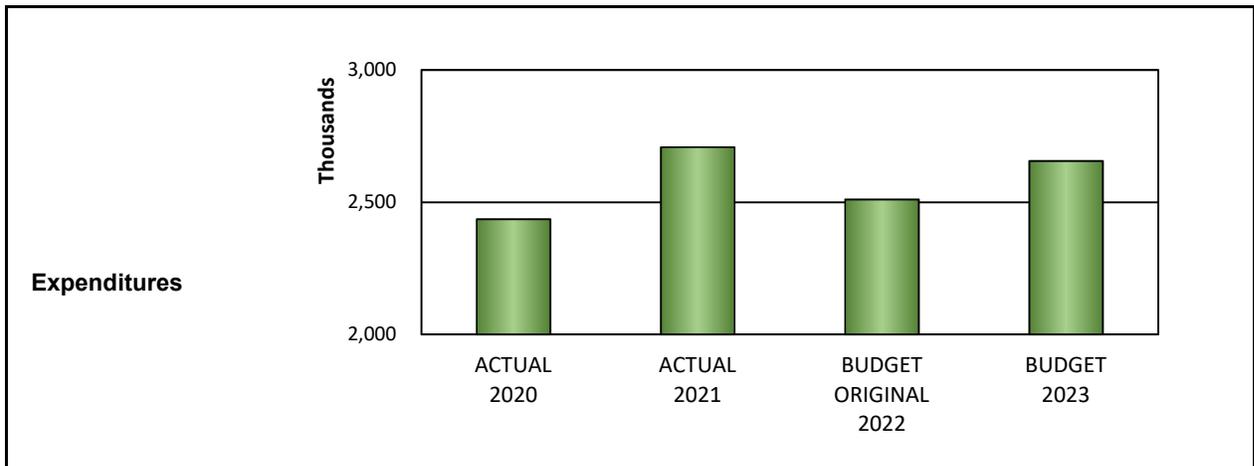
<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 34,927	\$ 32,563	\$ 34,000	\$ 37,360
Commodities	4,347	5,057	9,500	9,500
Contractual Services	140,401	139,062	160,340	177,050
Total	\$ 179,674	\$ 176,682	\$ 203,840	\$ 223,910
Percent Change		(-1.7%)	15.4%	9.8%
Full-Time Equivalent positions	0.31	0.26	0.28	0.28

Expenditures by Classification



CITY OF ARDEN HILLS, MINNESOTA
PUBLIC SAFETY SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2020	2021	2022	2023	PERCENT
	ACTUAL	ACTUAL	ORIGINAL BUDGET	BUDGET	OVER(UNDER) 2022 BUDGET
Police	\$ 1,427,395	\$ 1,376,846	\$ 1,396,130	\$ 1,453,280	4.1%
Dispatch	45,578	54,283	61,810	68,740	11.2%
Fire	620,986	656,401	696,670	751,180	7.8%
Emergency Management	6,308	5,996	6,200	6,830	10.2%
Protective Inspections	335,502	614,610	349,860	375,770	7.4%
Totals	2,435,771	2,708,136	2,510,670	2,655,800	5.8%
Total By Classification					
Personnel Services	270,200	200,571	289,160	310,310	7.3%
Commodities	2,065	204	1,000	1,250	25.0%
Contractual Services	2,163,506	2,507,362	2,220,510	2,344,240	5.6%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	2,435,771	2,708,136	2,510,670	2,655,800	5.8%
Staffing					
Full-time equivalents	2.66	1.85	2.79	2.79	



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

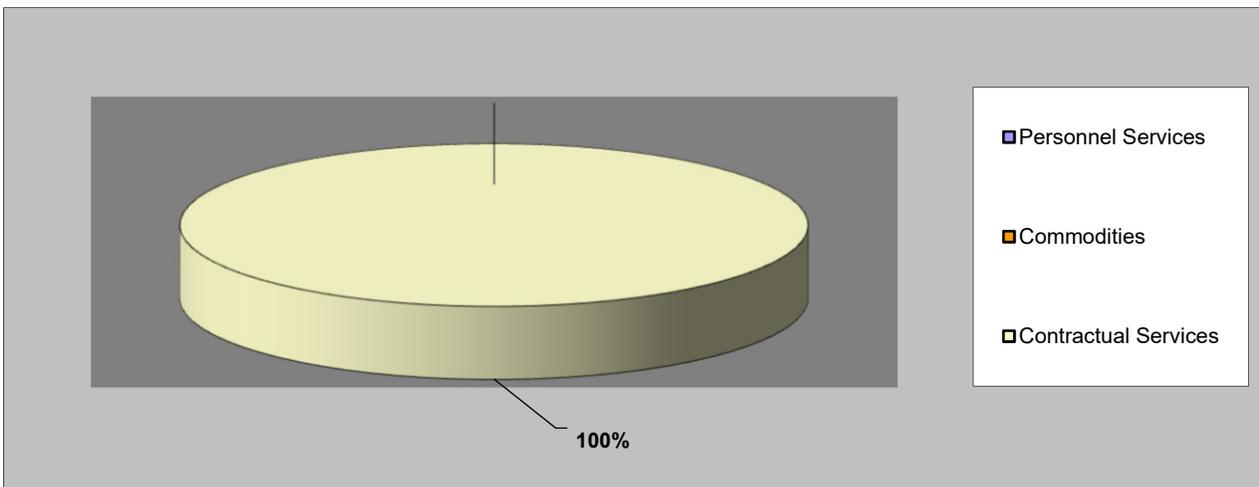
1. Resident concerns over police coverage and visibility.
2. Response times.

Budget Commentary

Arden Hills' portion of the Ramsey County Sheriff's Contracting Communities 2023 budget increased 4.1% over 2022. Animal control costs and boarding are included within this budget.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	1,427,395	1,376,846	1,396,130	1,453,280
Total	\$ 1,427,395	\$ 1,376,846	\$ 1,396,130	\$ 1,453,280
Percent Change		(-3.5%)	1.4%	4.1%

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

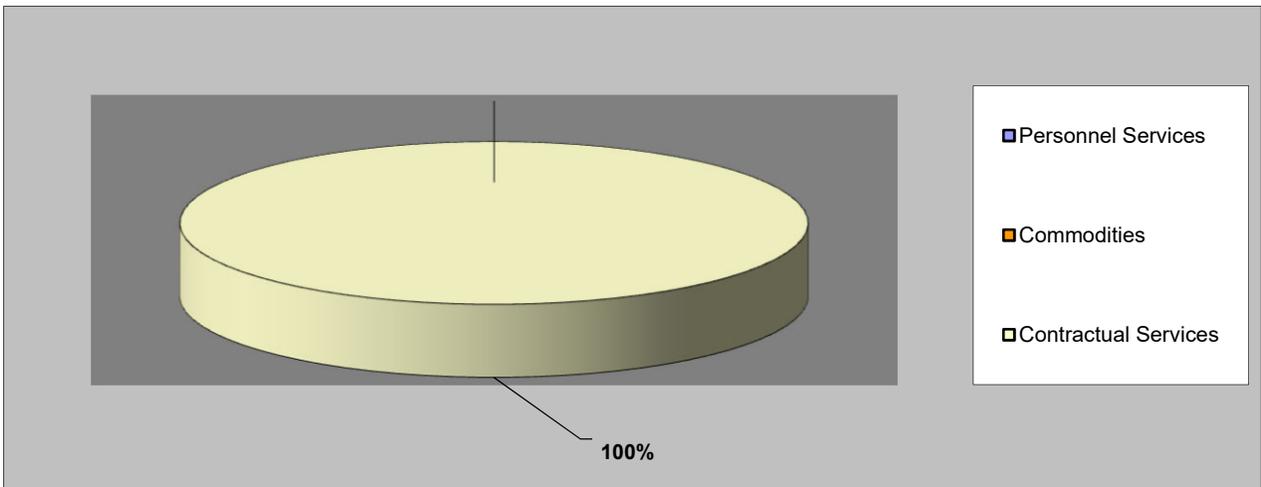
Continue to maintain service levels at a reasonable cost.

Budget Commentary

Arden Hills' portion of the Ramsey County 911 Dispatch Department operation budget increased by 11.2%.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	45,578	54,283	61,810	68,740
Total	\$ 45,578	\$ 54,283	\$ 61,810	\$ 68,740
Percent Change		19.1%	13.9%	11.2%

Expenditures by Classification



Function: Public Safety **Fund # :** 101
Activity: Fire **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

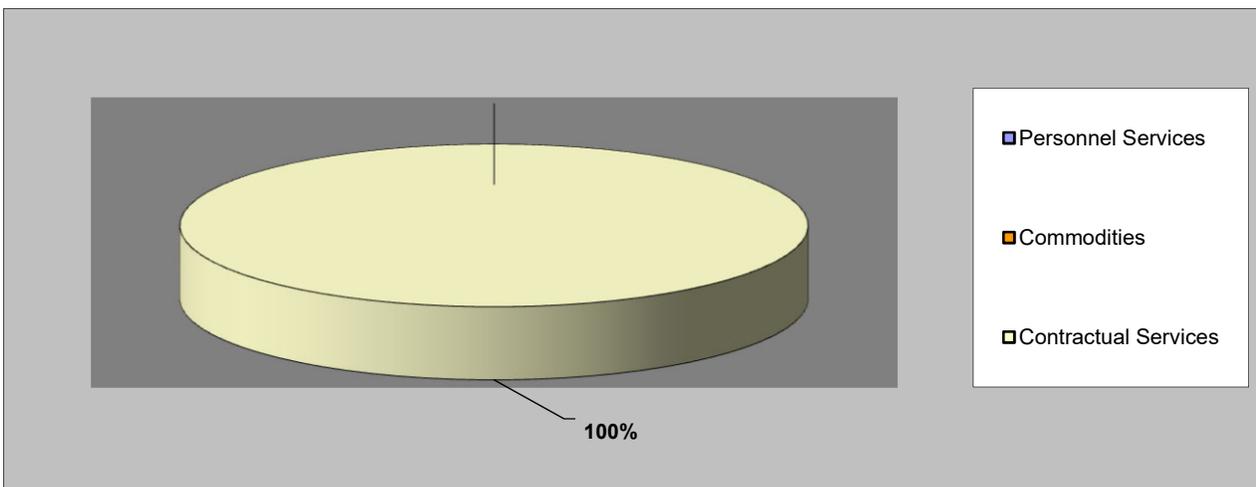
Continue to maintain service levels at a reasonable cost.

Budget Commentary

Arden Hills' portion of the Lake Johanna Fire Department operating budget increased 7.8%. This budget reflects increases to operating costs.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	620,986	656,401	696,670	751,180
Total	\$ 620,986	\$ 656,401	\$ 696,670	\$ 751,180
Percent Change		5.7%	6.1%	7.8%

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

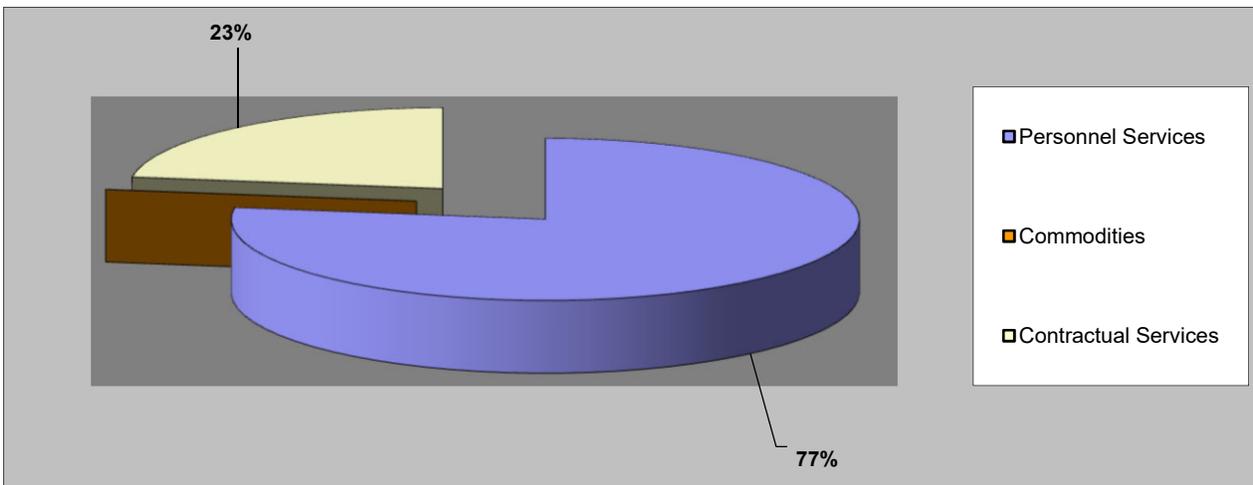
Coordinate with Ramsey County's emergency response procedures and policies.

Budget Commentary

The 2023 budget is an increase of 10.2% from the 2022 budget or \$630.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 5,009	\$ 5,070	\$ 5,200	\$ 5,280
Commodities	-	-	-	-
Contractual Services	1,299	927	1,000	1,550
Total	\$ 6,308	\$ 5,996	\$ 6,200	\$ 6,830
Percent Change		(-4.9%)	3.4%	10.2%
Full-Time Equivalent positions	0.02	0.02	0.02	0.02

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

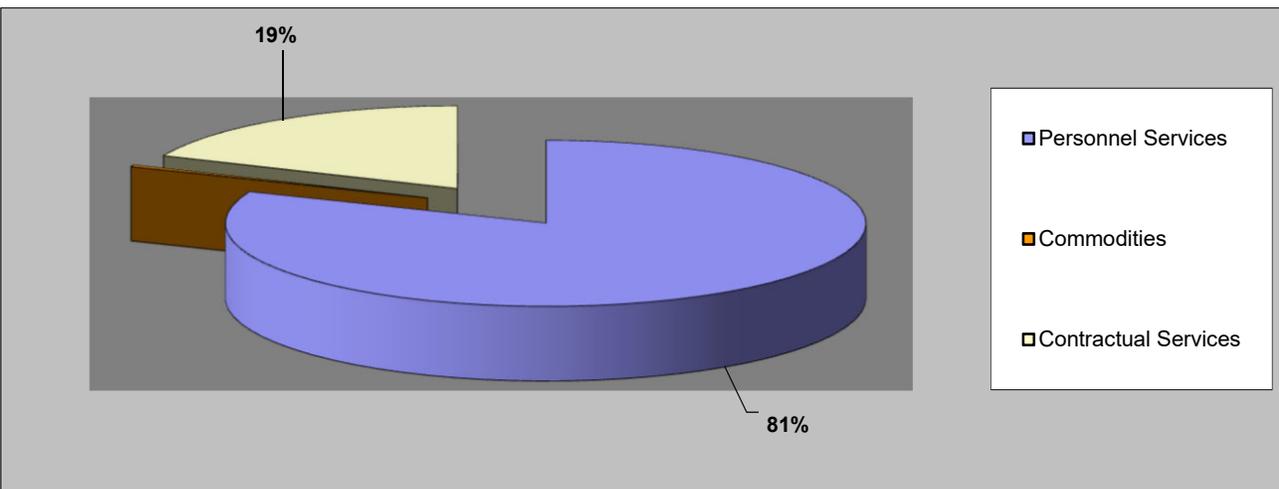
1. Managing and prioritizing department workloads.
2. Keep up with rental license inspections of investor owned residential properties.
3. Continue implementation and design of new Building Permit software and reports.

Budget Commentary

The 2023 operating budget is an increase of 7.4% from the previous year's budget mainly due to step, COLA and insurance benefit increases.

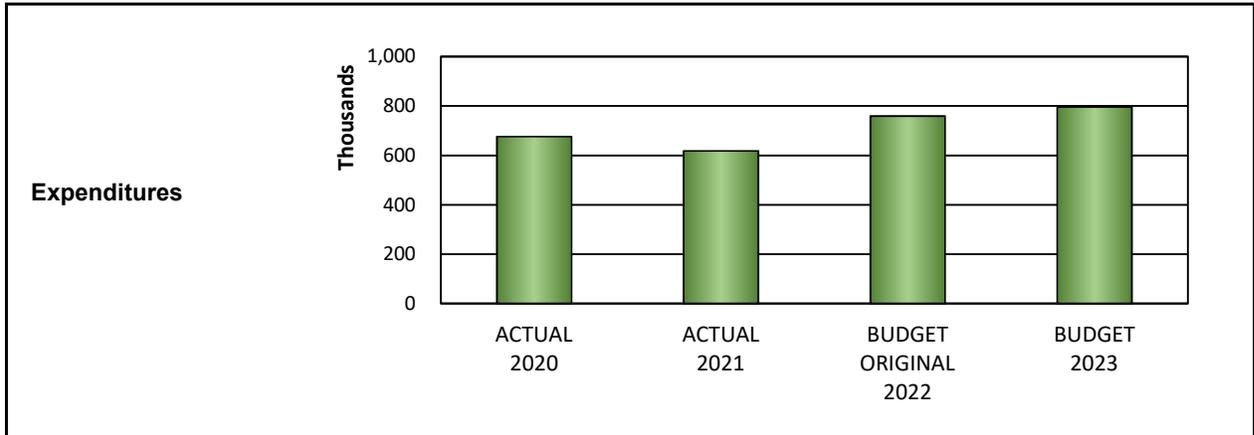
<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 265,191	\$ 195,501	\$ 283,960	\$ 305,030
Commodities	2,065	204	1,000	1,250
Contractual Services	68,247	418,905	64,900	69,490
Total	\$ 335,502	\$ 614,610	\$ 349,860	\$ 375,770
Percent Change		83.2%	(-43.1%)	7.4%
 Full-Time Equivalent positions	 2.64	 1.83	 2.77	 2.77

Expenditures by Classification



CITY OF ARDEN HILLS, MINNESOTA
PUBLIC WORKS SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2020 ACTUAL	2021 ACTUAL	2022 ORIGINAL BUDGET	2023 BUDGET	PERCENT OVER(UNDER) 2022 BUDGET
Streets	\$ 675,740	\$ 618,235	\$ 759,040	\$ 796,430	4.9%
Totals	675,740	618,235	759,040	796,430	4.9%
Total By Classification					
Personnel Services	269,671	263,797	319,070	344,360	7.9%
Commodities	33,903	50,020	50,000	55,250	10.5%
Contractual Services	372,166	304,418	389,970	396,820	1.8%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	675,740	618,235	759,040	796,430	4.9%
Staffing					
Full-time equivalents	2.22	2.23	2.37	2.44	



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

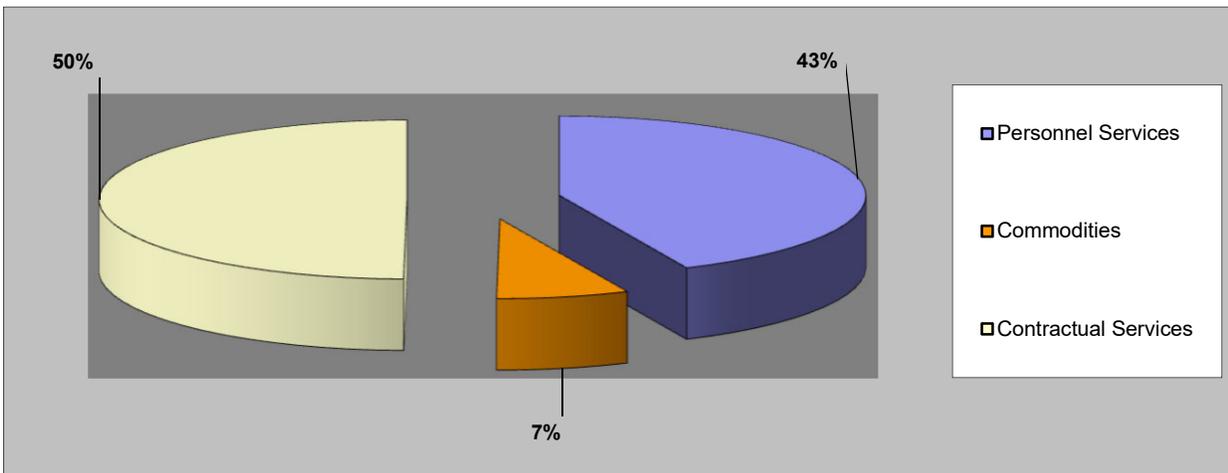
1. Implement a capital improvement program for City infrastructure.
2. Balance the public works department needs with available funds.
3. Aging equipment.
4. Increased safety regulation for equipment and vehicles.

Budget Commentary

The 2023 operating budget is an increase of \$37,390 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 based on historical analysis.

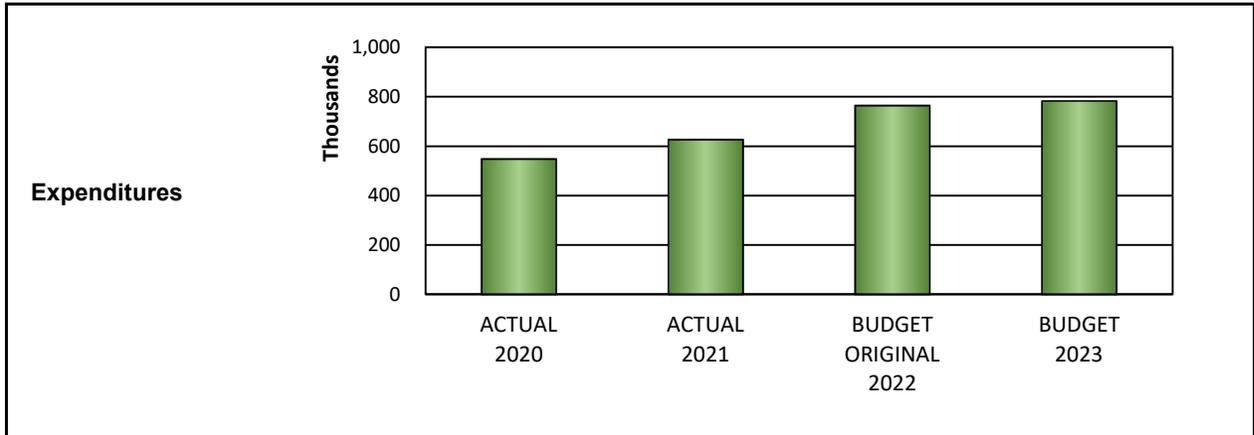
<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 269,671	\$ 263,797	\$ 319,070	\$ 344,360
Commodities	33,903	50,020	50,000	55,250
Contractual Services	372,166	304,418	389,970	396,820
Total	\$ 675,740	\$ 618,235	\$ 759,040	\$ 796,430
Percent Change		(-8.5%)	22.8%	4.9%
 Full-Time Equivalent positions	 2.22	 2.23	 2.37	 2.44

Expenditures by Classification



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

Total By Program	2020 ACTUAL	2021 ACTUAL	2022 ORIGINAL BUDGET	2023 BUDGET	PERCENT OVER(UNDER) 2022 BUDGET
Recreation	\$ 168,895	\$ 141,426	\$ 234,740	\$ 237,130	1.0%
Parks	378,893	485,200	529,240	545,590	3.1%
Totals	547,788	626,626	763,980	782,720	2.5%
Total By Classification					
Personnel Services	413,085	431,625	488,670	515,100	5.4%
Commodities	25,100	43,906	61,850	66,600	7.7%
Contractual Services	109,603	151,095	213,460	201,020	-5.8%
Capital Outlay	0	0	0	0	N/A
Other Charges	0	0	0	0	N/A
Totals	547,788	626,626	763,980	782,720	2.5%
Staffing					
Full-time equivalents	4.56	4.21	4.35	4.32	



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

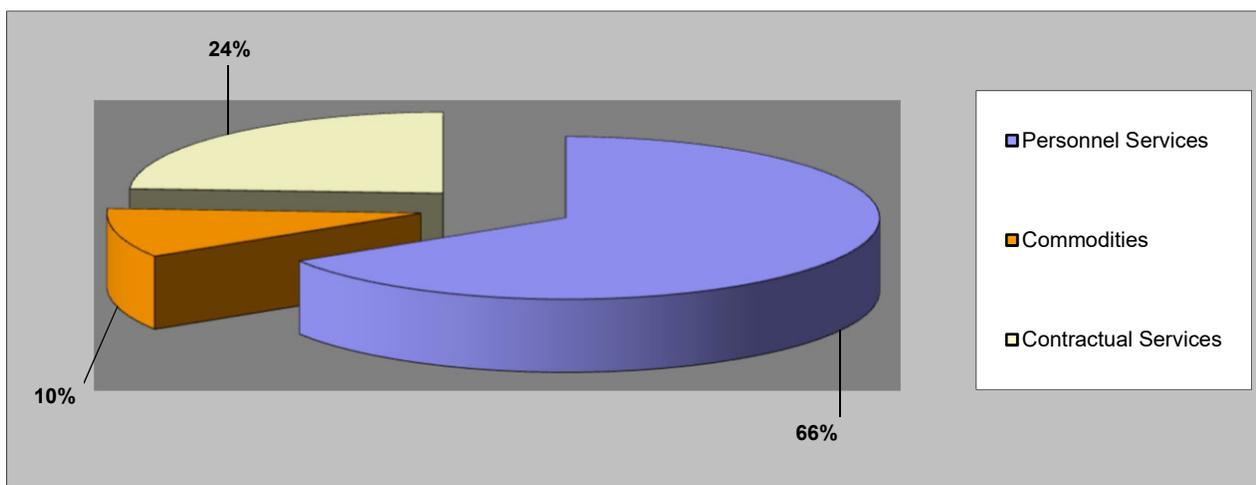
1. Develop senior programming.
2. Budget constraints.

Budget Commentary

The 2023 operating budget is an increase of 1.0% from the previous year's budget. This is mainly due to step, COLA and insurance benefit increases. Commodities and contractual services were adjusted based on historical analysis.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 153,774	\$ 111,452	\$ 150,490	\$ 156,690
Commodities	1,314	6,351	24,250	23,250
Contractual Services	13,807	23,623	60,000	57,190
Total	\$ 168,895	\$ 141,426	\$ 234,740	\$ 237,130
Percent Change		(-16.3%)	66.0%	1.0%
Full-Time Equivalent positions	1.96	1.24	1.27	1.28
% of costs covered by revenue	3.5%	45.1%	44.2%	34.8%

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

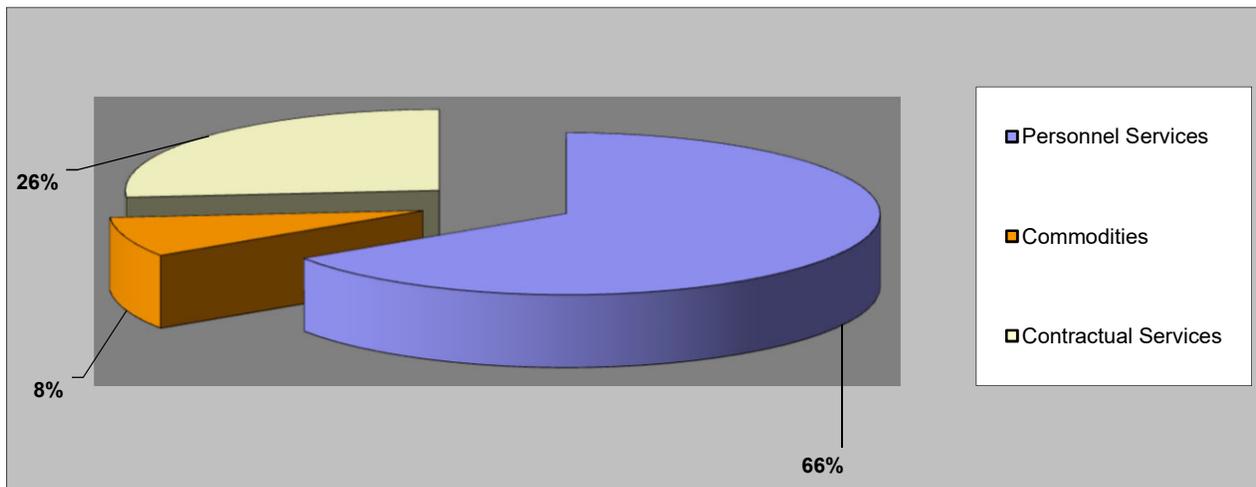
1. Other maintenance concerns coming up and not allowing completion of existing projects.
2. Budget constraints for future and existing projects.

Budget Commentary

The 2023 operating budget is an increase of 3.1% from the previous year's budget. This is mainly due to an increase in overtime and supplies costs.

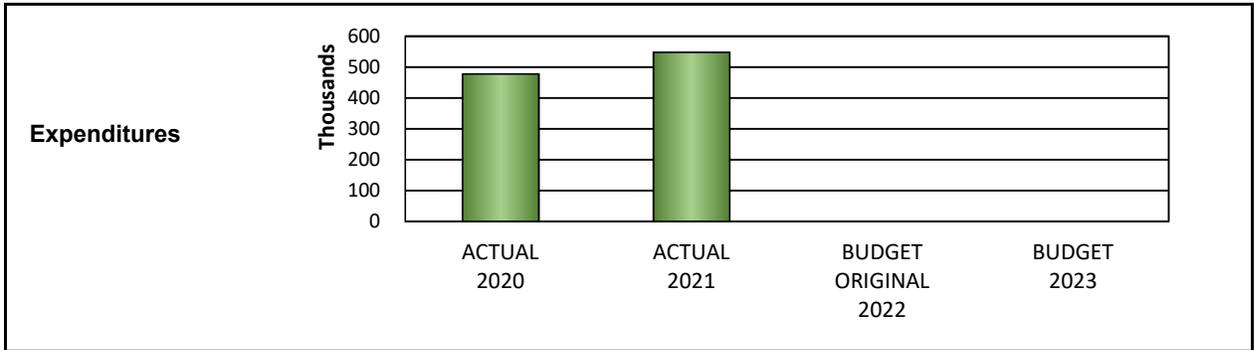
<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 259,311	\$ 320,174	\$ 338,180	\$ 358,410
Commodities	23,786	37,554	37,600	43,350
Contractual Services	95,795	127,472	153,460	143,830
Total	\$ 378,893	\$ 485,200	\$ 529,240	\$ 545,590
Percent Change		28.1%	9.1%	3.1%
Full-Time Equivalent positions	2.60	2.96	3.08	3.04

Expenditures by Classification



CITY OF ARDEN HILLS, MINNESOTA
MISCELLANEOUS SUMMARY
 EXPENDITURE ANALYSIS

Total By Program	2020 ACTUAL	2021 ACTUAL	2022 ORIGINAL BUDGET	2023 BUDGET	PERCENT OVER(UNDER) 2022 BUDGET
Unallocated	\$ 478,000	\$ 548,000	\$ -	\$ -	N/A
Totals	478,000	548,000	0	0	N/A
Total By Classification					
Personnel Services	-	-	-	-	N/A
Commodities	-	-	-	-	N/A
Contractual Services	-	-	-	-	N/A
Capital Outlay	-	-	-	-	N/A
Other Charges	478,000	548,000	-	-	N/A
Totals	478,000	548,000	0	0	N/A
Staffing					
Full-time equivalents	0.00	0.00	0.00	0.00	



Function: Unallocated **Fund # :** 101
Activity: Transfers **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. \$137,000 was transferred to the PIR Fund and \$341,000 was transferred to the Public Safety Capital Fund in 2020. \$548,000 was transferred to the PIR Fund in 2021.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	-	-
Other Charges	478,000	548,000	-	-
Total	\$ 478,000	\$ 548,000	\$ -	\$ -
Percent Change		14.6%	(-100.0%)	0.0%

Expenditures by Classification

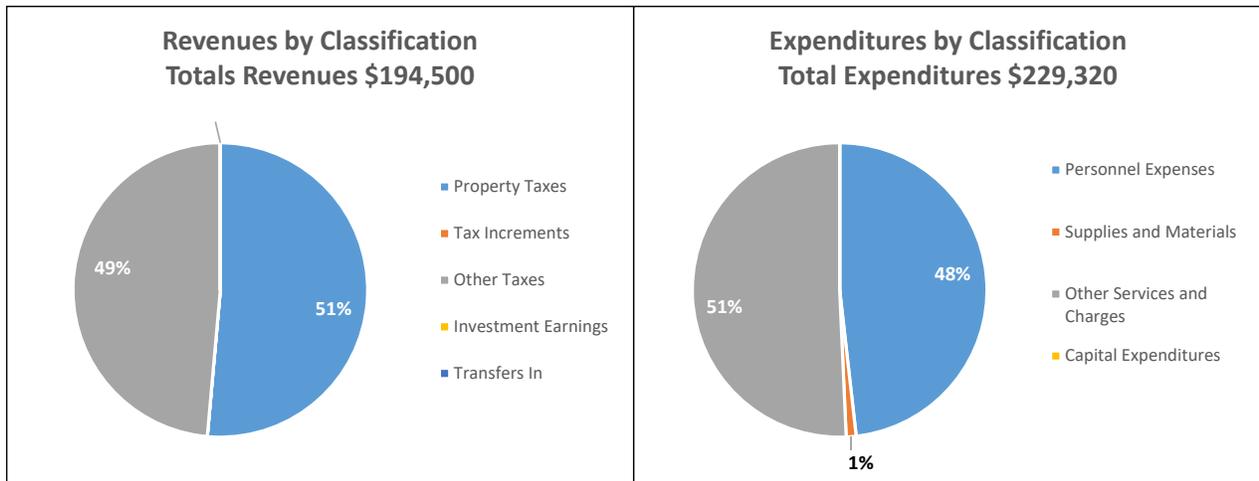




Special Revenue Funds Summary

A Special Revenue Fund is used to account for revenue sources that are legally restricted for a specific purpose. The modified accrual basis of accounting is used for Special Revenue Funds. That is, expenditures are recorded at the time liabilities are incurred and revenues are recorded when received. However, compensated absences are expensed when paid for budgetary purposes. Special Revenue Fund budgets are not always balanced, meaning budgeted revenues may be greater or less than budgeted expenditures. In these circumstances, reserves will show an increase or decrease in the fund's balance.

SPECIAL REVENUE FUNDS	2020 Actual	2021 Actual	2022 Budget	2023 Budget	2022 to 2023 Increase (Decrease)	2022 to 2023 Increase (Decrease)
REVENUES						
Karth Lake	\$ -	\$ 6,610	\$ 6,610	\$ -	\$ (6,610)	-100.0%
Cable TV Fund	105,063	97,279	98,840	94,500	(4,340)	-4.4%
EDA General Activities Fund	117,969	98,424	102,850	100,000	(2,850)	-2.8%
EDA TIF Dist 3 Cottage Villas	(3,997)	17,687	3,600	-	(3,600)	-100.0%
EDA TIF Dist #4 Pres Homes	307,651	376,584	378,680	-	(378,680)	-100.0%
TOTAL REVENUES	\$ 526,687	\$ 596,583	\$ 590,580	\$ 194,500	\$ (396,080)	-67.1%
EXPENDITURES						
Karth Lake	\$ 13,222	\$ -	\$ -	\$ -	\$ -	N/A
Cable TV Fund	137,359	122,905	128,940	136,070	7,130	5.5%
EDA General Activities Fund	75,519	63,211	87,170	87,550	380	0.4%
EDA TIF Dist 3 Cottage Villas	1,850	1,592	1,900	1,900	-	0.0%
EDA TIF Dist #4 Pres Homes	228,469	284,491	284,780	1,900	(282,880)	-99.3%
EDA TIF Dist #5	-	47	1,900	1,900	-	0.0%
TOTAL EXPENDITURES	\$ 456,419	\$ 472,246	\$ 504,690	\$ 229,320	\$ (275,370)	-54.6%
NET CHANGES IN FUND BALANCE	\$ 70,267	\$ 124,337	\$ 85,890	\$ (34,820)	\$ (120,710)	
FUND BALANCE JANUARY 1,	\$ 1,654,942	\$ 1,725,210	\$ 1,849,547	\$ 2,182,369		
FUND BALANCE DECEMBER 31	\$ 1,725,210	\$ 1,849,547	\$ 1,935,437	\$ 2,147,549		



	201	228	250	253	254	255	
	Karth Lake	Cable TV	EDA	TIF #3	TIF #4	TIF #5	Total
REVENUES							
Property Taxes	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
Tax Increments	-	-	-	-	-	-	-
Other Taxes	-	94,500	-	-	-	-	94,500
Investment Earnings	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-
TOTAL REVENUES	\$ -	\$ 94,500	\$ 100,000	\$ -	\$ -	\$ -	\$ 194,500
EXPENDITURES							
Personnel Expenses	\$ -	\$ 51,220	\$ 59,330	\$ -	\$ -	\$ -	\$ 110,550
Supplies and Materials	-	2,500	-	-	-	-	2,500
Other Services and Charges	-	82,350	28,220	1,900	1,900	1,900	116,270
Capital Expenditures	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ 136,070	\$ 87,550	\$ 1,900	\$ 1,900	\$ 1,900	\$ 229,320
NET CHANGES IN FUND BALANCE	\$ -	\$ (41,570)	\$ 12,450	\$ (1,900)	\$ (1,900)	\$ (1,900)	\$ (34,820)
FUND BALANCE JANUARY 1,	-	60,643	673,586	809,187	662,900	(23,947)	2,182,369
FUND BALANCE DECEMBER 31	\$ -	\$ 19,073	\$ 686,036	\$ 807,287	\$ 661,000	\$ (25,847)	\$ 2,147,549

Function: General Government
Activity: Karth Lake Taxing District

Fund # : 201
Activity # : 48410

Activity Scope

This fund accounts for revenue sources, including taxes, that are restricted to finance capital and other improvements within the Karth Lake Improvement District.

Objectives

Controlling lake levels.

Issues

No funding mechanism in place to fund future projects. Costs identified here are charged back to the Karth Lake properties through a special taxing district.

Budget Commentary

The pump was replaced in 2020 with taxes being assessed to property owners in 2021 and 2022.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	-	-
Capital Outlay	13,222	-	-	-
Other Charges	-	-	-	-
Total	\$ 13,222	\$ -	\$ -	\$ -
Percent Change		(-100.0%)	0.0%	0.0%
Full-Time Equivalent positions	-	-	-	-

Expenditures by Classification



Function: General Government
Activity: Cable TV

Fund # : 228
Activity # : 41960

Activity Scope

This Special Revenue Fund accounts for revenue and expenditures related to cable TV, internet, and other forms of communication. Revenue for this fund comes primarily from cable owner franchise fees.

Objectives

1. Completion of the transferring of City files to Laserfiche.
2. Maintaining audio equipment in Council chambers.

Issues

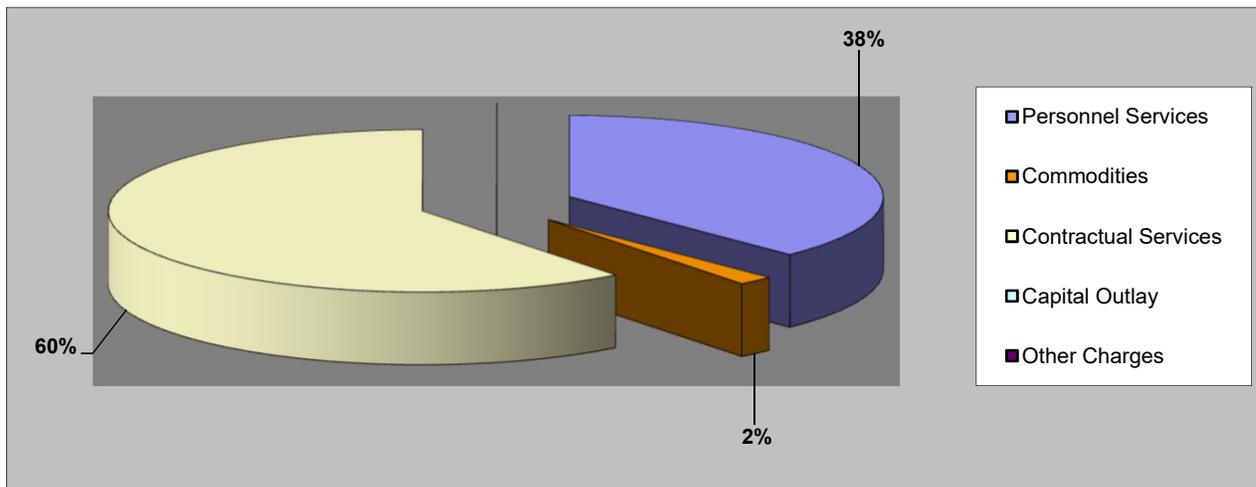
1. Workloads and budget constraints.
2. Maintaining equipment for Council meetings and televising.

Budget Commentary

The 2023 budget has increased overall by 5.5%.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 63,373	\$ 43,687	\$ 47,570	\$ 51,220
Commodities	4,745	-	2,500	2,500
Contractual Services	69,241	79,218	78,870	82,350
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 137,359	\$ 122,905	\$ 128,940	\$ 136,070
Percent Change		(-10.5%)	4.9%	5.5%
Full-Time Equivalent positions	0.64	0.44	0.46	0.44

Expenditures by Classification



Function: Economic Development
Activity: EDA General

Fund # : 250
Activity # : 47300

Activity Scope

This Special Revenue Fund accounts for general administration activities that are not specific to any individual Tax Increment Financing (TIF) District, as well as activities associated with the Economic Development Commission and Economic Development Authority.

Objectives

1. Consider placement and construction of Gateway Signs.
2. Consider the use of TIF District 3 funds for low to moderate housing needs.
3. Review the operating budget and identify a sustainable funding source.
4. Continue to grow and evolve the business retention program.

Issues

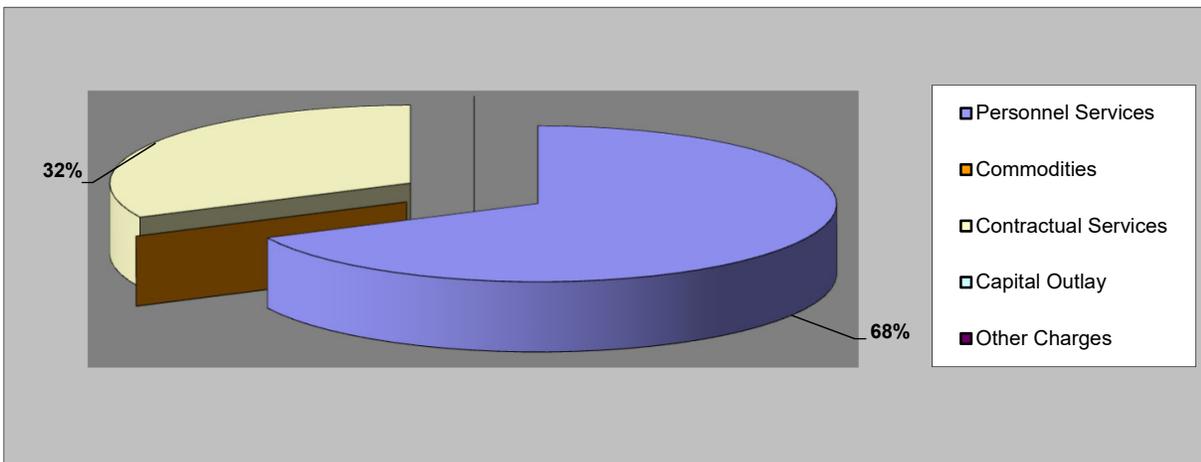
1. Consistent administration of the City's polices, plan, ordinances, guidelines, statutes, etc.
2. Promotion of available industrial property.

Budget Commentary

The primary revenue source for this fund is property taxes. The biggest contributor to Contractual Services is an administrative charge for overhead costs associated with Administration, Finance and Government Building departments in the General Fund.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 51,301	\$ 37,671	\$ 53,780	\$ 59,330
Commodities	-	-	400	-
Contractual Services	24,218	25,540	32,990	28,220
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 75,519	\$ 63,211	\$ 87,170	\$ 87,550
Percent Change		(-16.3%)	37.9%	0.4%
 Full-Time Equivalent positions	 0.42	 0.26	 0.38	 0.38

Expenditures by Classification



Function: Economic Development
Activity: TIF #3 Cottage Villas

Fund # : 253
Activity # : 47305

Activity Scope

TIF District No. 3, Cottage Villas Housing, was originally certified as a Housing District on May 10, 1993. This 64 unit Cottage Villas Apartment complex is available for low-moderate income seniors. Originally, this district was set to decertify on December 31, 2009. In December 2009, the City Council extended this district until December 31, 2019, to allow the City the possibility of using these funds for other affordable housing projects within the City.

Objectives

Utilize available funds for low to moderate income housing projects.

Issues

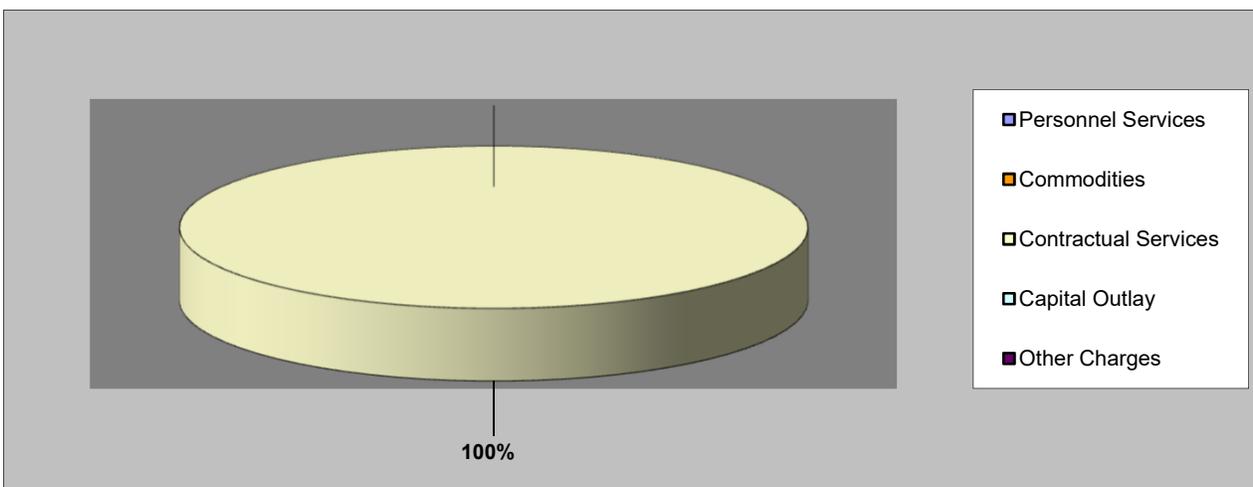
Ensure use of funds is consistent with TIF laws.

Budget Commentary

The City no longer has any obligations to pay the developer as of February 1, 2010. Only administrative costs have been planned for 2023.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	1,850	1,592	1,900	1,900
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 1,850	\$ 1,592	\$ 1,900	\$ 1,900
Percent Change		(-13.9%)	19.4%	0.0%

Expenditures by Classification



Function: Economic Development
Activity: TIF #4 Presbyterian Homes

Fund # : 254
Activity # : 47308

Activity Scope

TIF district No. 4, Presbyterian Homes, was established as a 15 year renewal and renovation district to facilitate the redevelopment of existing senior housing units and replacement of existing nursing home units. The first increment was received in 2014 with the districted set to expire on December 31, 2029. The district was decertified early on December 31, 2022.

Objectives

Utilize funds for Presbyterian Homes project per the development agreement.

Issues

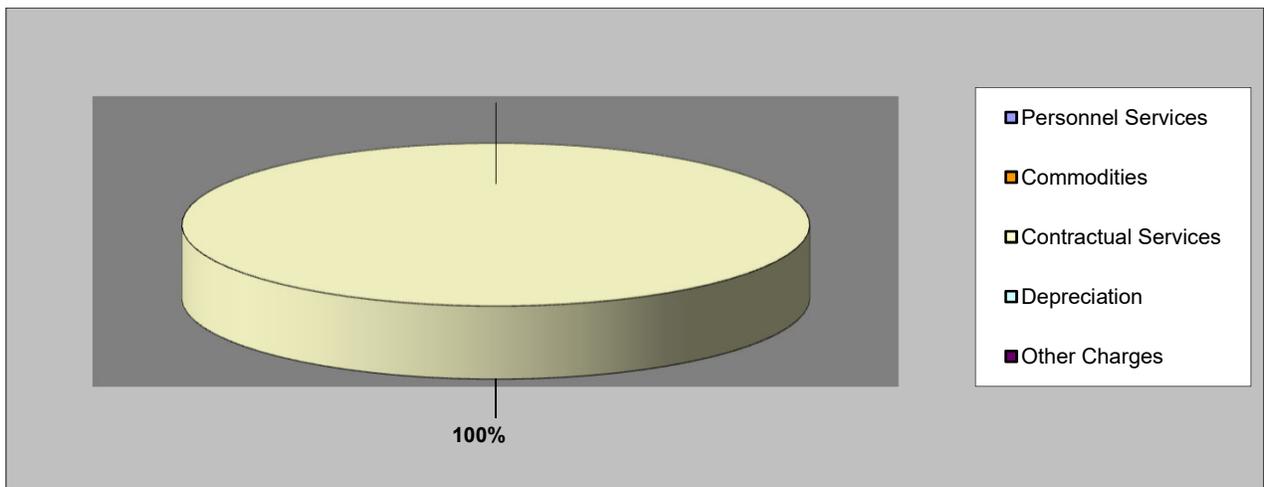
Ensure compliance with TIF laws for uses of available funds.

Budget Commentary

Increment was received starting in 2014. The TIF note was paid in full to the developer in 2022. Only administrative costs have been planned for 2023.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	228,469	284,491	284,780	1,900
Depreciation	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 228,469	\$ 284,491	\$ 284,780	\$ 1,900
Percent Change		24.5%	0.1%	(-99.3%)

Expenditures by Classification



Function: Economic Development
Activity: TIF #5

Fund # : 255
Activity # : 47309

Activity Scope

TIF district No. 5, TCAAP, was established pursuant to special legislation as a 30 year redevelopment district to facilitate a mixed-use development. The first increment was anticipated in 2023 with the districted terminating no later than 2053.

Objectives

Utilize funds as able for mixed-use development on the TCAAP property. The City first needs to ensure they have sufficient tax revenues to cover increased costs due to the development. Once it is determined those costs are covered, TIF applications can be considered.

Issues

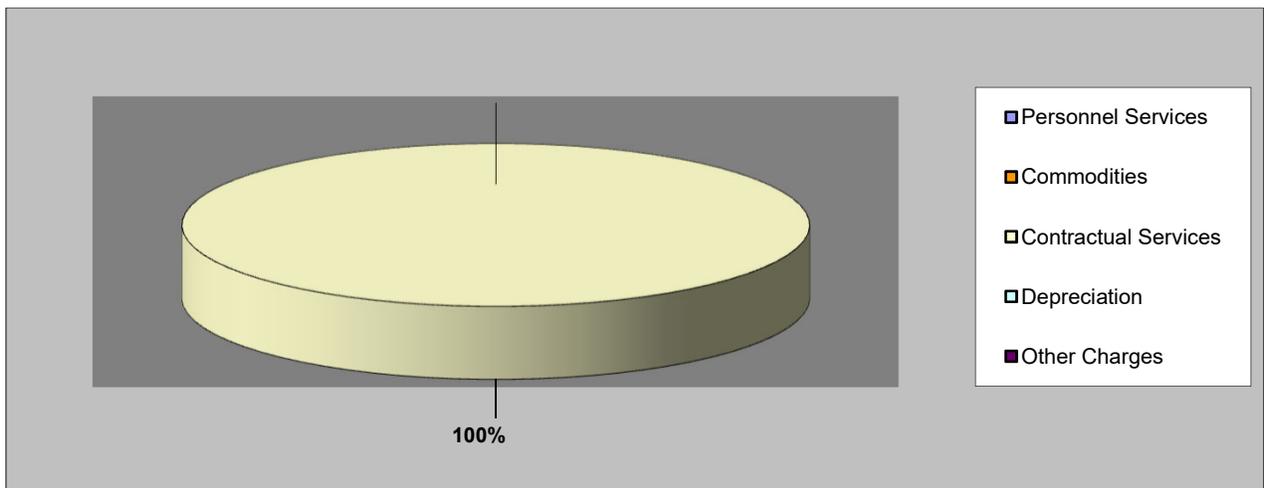
Ensure compliance with TIF laws for uses of available funds.

Budget Commentary

This district was established in December 2019. Only administrative costs are anticipated at this time.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	47	1,900	1,900
Depreciation	-	-	-	-
Other Charges	-	-	-	-
Total	\$ -	\$ 47	\$ 1,900	\$ 1,900
Percent Change		100.0%	3986.0%	0.0%

Expenditures by Classification





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Debt Service Fund Summary

The Debt Service funds repay the City's outstanding debt obligations. Debt service funds use the modified accrual basis of accounting; however, the cash basis of accounting will be used for budgetary purposes only. The cash basis is used for budgeting to ensure that sufficient cash will be available to make the required payments on the City's bonded indebtedness.

Bond Rating:

All bonds issued by the City are assigned ratings by Standard and Poor’s. The City maintains an “AAA” rating from Standard & Poor’s for general obligation debt.

Debt Limitations:

All Minnesota municipalities (counties, cities, towns and school districts) are subject to statutory “net debt” limitations under the provisions of Minnesota Statutes, Section 475.53. Under this provision, the legal debt limit is 3.0% of the assessor’s market value of the municipalities’ tax base. Bond issues covered by this limit are those financed by property taxes unless at least 20% of the annual debt service costs are financed by special assessments or tax increments. At present the City has no bond issue that is subject to the debt limit. The City’s current legal debt limit and debt margin is as follows:

Estimated Market Value	\$ 1,655,788,100
Debt limit (3% of EMV)	49,673,643
Less amount of debt applicable to debt limit	<u>-</u>
Legal debt margin	\$ 49,673,643

Outstanding Debt:

The City has one bond issue outstanding. The 2018A General Obligation Utility Revenue Bonds were issued in July 2018 to finance the construction of various utility system improvements within the City. These bonds will be repaid from net revenues of the water and sewer funds. Future payments due are as follows:

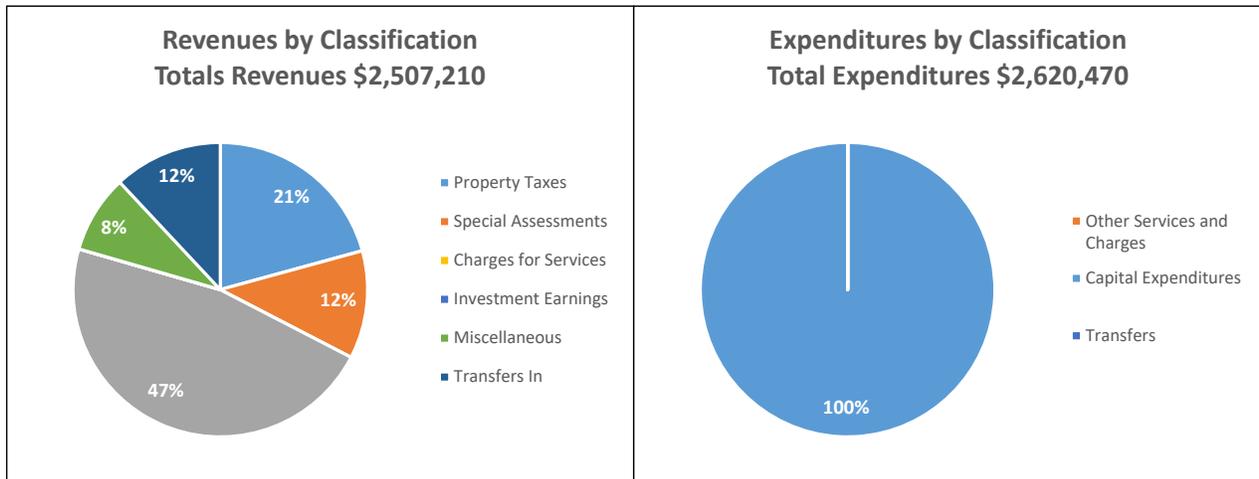
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>TOTAL</u>
2023-2027	1,225,000	210,500	1,435,500
2028-2029	<u>560,000</u>	<u>16,950</u>	<u>576,950</u>
	<u>\$ 1,785,000</u>	<u>\$ 227,450</u>	<u>\$ 2,012,450</u>



Capital Projects Funds Summary

The Capital Project Funds account for the financial resources and appropriations of constructing and replacing the City's infrastructure, including streets and City buildings or facilities, except those financed by Enterprise Funds. Capital project funds use the modified accrual basis of accounting; however, the cash basis of accounting will be used for budgetary purposes only. The cash basis is used for budgeting to ensure that sufficient cash will be available to make all required payments.

CAPITAL PROJECT FUNDS	2020 Actual	2021 Actual	2022 Budget	2023 Budget	2022 to 2023 Increase (Decrease)	2022 to 2023 Increase (Decrease)
REVENUES						
Equipmt Bldg & Replacemt Fund	\$ 314,374	\$ 382,277	\$ 352,500	\$ 390,000	\$ 37,500	10.6%
Park Fund	252,732	324,888	1,100	-	(1,100)	-100.0%
Capital Improvement Fund (PIR)	1,301,118	1,889,929	1,492,170	1,872,210	380,040	25.5%
Public Safety Cap Equip Fund	429,927	158,508	200,550	245,000	44,450	22.2%
TCAAP Capital	-	-	-	-	-	N/A
TOTAL REVENUES	\$ 2,298,152	\$ 2,755,603	\$ 2,046,320	\$ 2,507,210	\$ 460,890	22.5%
EXPENDITURES						
Equipmt Bldg & Replacemt Fund	\$ 147,238	\$ 581,967	\$ 346,650	\$ 385,000	\$ 38,350	11.1%
Park Fund	-	6,637	315,000	-	(315,000)	-100.0%
Capital Improvement Fund (PIR)	135,251	1,828,277	2,968,110	2,195,700	(772,410)	-26.0%
Public Safety Cap Equip Fund	299,106	111,064	230,130	39,770	(190,360)	-82.7%
TCAAP Capital	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 581,595	\$ 2,527,945	\$ 3,859,890	\$ 2,620,470	\$ (1,239,420)	-32.1%
NET CHANGES IN FUND BALANCE	\$ 1,716,558	\$ 227,658	\$ (1,813,570)	\$ (113,260)	\$ 1,700,310	
FUND BALANCE JANUARY 1,	\$ 3,851,157	\$ 5,567,715	\$ 5,795,372	\$ 4,680,869		
FUND BALANCE DECEMBER 31	\$ 5,567,715	\$ 5,795,372	\$ 3,981,802	\$ 4,567,609		



	408 Equip & Bldg Replacement	409 Parks	411 Capital (PIR)	412 Public Safety Capital	413 TCAAP Capital	Total
REVENUES						
Property Taxes	\$ 50,000	\$ -	\$ 250,000	\$ 220,000	\$ -	\$ 520,000
Special Assessments	-	-	297,400	-	-	297,400
Intergovernmental	-	-	1,174,810	-	-	1,174,810
Charges for Services	-	-	-	-	-	-
Investment Earnings	-	-	-	-	-	-
Miscellaneous	40,000	-	150,000	25,000	-	215,000
Transfers In	300,000	-	-	-	-	300,000
TOTAL REVENUES	\$ 390,000	\$ -	\$ 1,872,210	\$ 245,000	\$ -	\$ 2,507,210
EXPENDITURES						
Supplies and Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Services and Charges	-	-	-	-	-	-
Capital Expenditures	385,000	-	2,195,700	39,770	-	2,620,470
Debt Service	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 385,000	\$ -	\$ 2,195,700	\$ 39,770	\$ -	\$ 2,620,470
NET CHANGES IN FUND BALANCE	\$ 5,000	\$ -	\$ (323,490)	\$ 205,230	\$ -	\$ (113,260)
FUND BALANCE JANUARY 1,	186,367	181,048	4,371,966	136,367	(194,879)	4,680,869
FUND BALANCE DECEMBER 31	\$ 191,367	\$ 181,048	\$ 4,048,476	\$ 341,597	\$ (194,879)	\$ 4,567,609

Function: General Government **Fund # :** 408
Activity: Equipment & Building Replacement **Activity # :** 48100

Activity Scope

This Capital Fund was created in 2008 with the intent of building a reserve to fund equipment replacement, building improvements, office equipment, and technology improvements. This use of the fund would level future levy spikes caused by acquisition of costly capital expenditures. A one-time transfer of \$500,000 was completed in 2008 from the General Fund to establish the reserve. Annual transfers from the Enterprise Funds and property taxes provide on-going revenues in addition to interest income.

Objectives

Provide adequate equipment to ensure operations and services for the residents of Arden Hills.

Issues

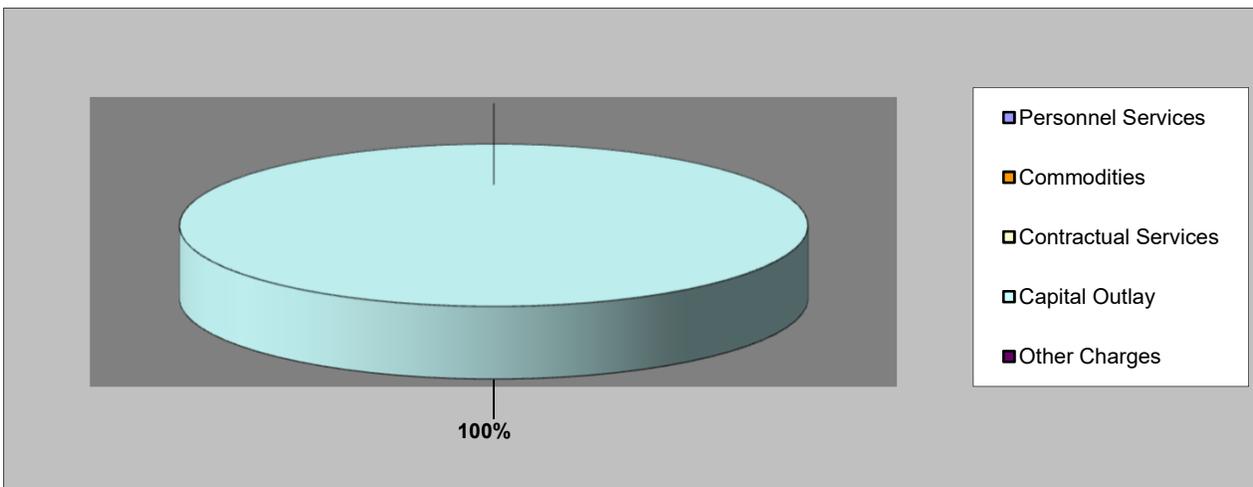
Budget constraints.

Budget Commentary

Anticipated 2023 expenditures include the replacement of a Bobcat Toocat, an F-450 pickup truck and the first portion of a Plow Wing Truck. Also included is City Hall maintenance (see CIP).

Budget Summary	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	-	-
Capital Outlay	147,238	581,967	346,650	385,000
Other Charges	-	-	-	-
Total	\$ 147,238	\$ 581,967	\$ 346,650	\$ 385,000
Percent Change		295.3%	(-40.4%)	11.1%

Expenditures by Classification



Function: Parks and Recreation **Fund # :** 409
Activity: Parks **Activity # :** 45200

Activity Scope

This Fund was established for park/trail acquisition and development. Revenue for the Parks Fund comes from developer park dedication fees, contributions, state grants, and investment income.

Objectives

1. Playground structure replacement.
2. Mounds View High School trail connection.
3. Hard court maintenance.

Issues

1. Securing funding for improvements.
2. Adhering to grant requirements and local matches.
3. Budget constraints.

Budget Commentary

The 2022 budget consisted of a transfer out of Park Dediction Fees to the PIR Fund to help fund park improvement projects.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	6,637	-	-
Contractual Services	-	-	-	-
Capital Outlay	-	-	-	-
Other Charges	-	-	315,000	-
Total	\$ -	\$ 6,637	\$ 315,000	\$ -
Percent Change		100.0%	4646.2%	(-100.0%)

Expenditures by Classification



Function: Public Works **Fund # :** 411
Activity: Capital Improvement (PIR) **Activity # :** 48500

Activity Scope

This fund was originally established to temporarily finance pavement management projects being partially financed by special assessments or for high cost improvements for which bonds have not been issued. In 2006, the Municipal Land and Buildings Fund, Non-Assessable Road Improvement Fund, and Capital Improvements Fund were consolidated into the PIR Fund.

Objectives

1. To maintain the City's streets and roadways.
2. To maintain City infrastructure.

Issues

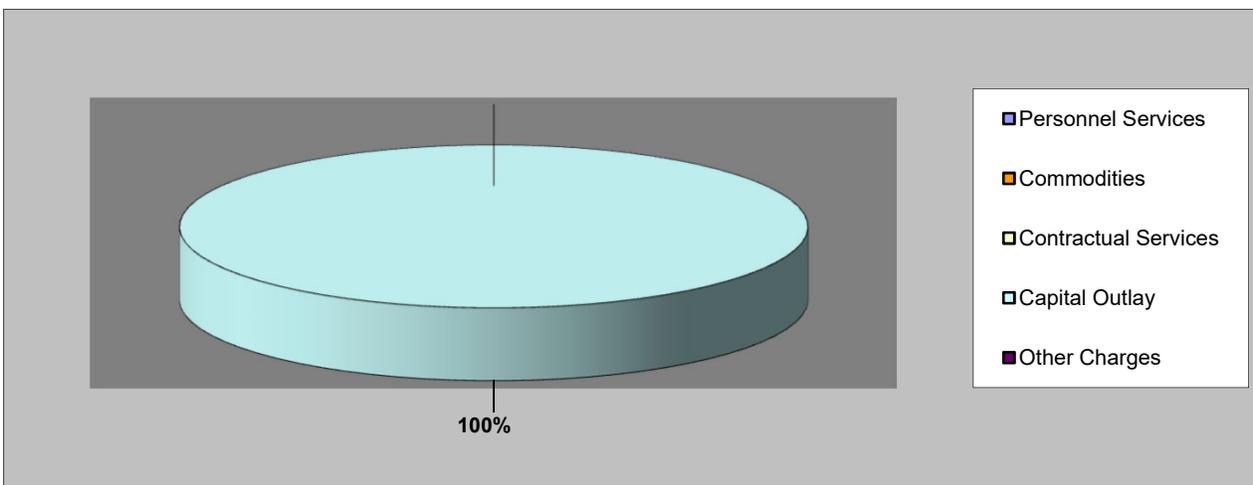
Finding adequate funding resources for the various projects.

Budget Commentary

The 2023 projects are listed in the proposed five-year capital improvement plan.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	116,742	340,471	50,000	-
Capital Outlay	18,509	1,487,806	2,918,110	2,195,700
Other Charges	-	-	-	-
Total	\$ 135,251	\$ 1,828,277	\$ 2,968,110	\$ 2,195,700
Percent Change		1251.8%	62.3%	(-26.0%)

Expenditures by Classification



Function: Public Safety **Fund # :** 412
Activity: Public Safety Capital Equipment **Activity # :** 48120

Activity Scope

This Capital Fund was created in 1995 with the intent of building a reserve to fund General Fund public safety capital equipment requirements. This use of the fund would level future levy spikes caused by acquisition of costly specialized fire capital requirements. Arden Hills pays for a portion (24.9%) of Lake Johanna Fire Department equipment according to a formula which has been updated for 2023, with the balance funded by the other member cities of Shoreview and North Oaks.

Objectives

Provide adequate equipment to insure public safety for the residents of Arden Hills.

Issues

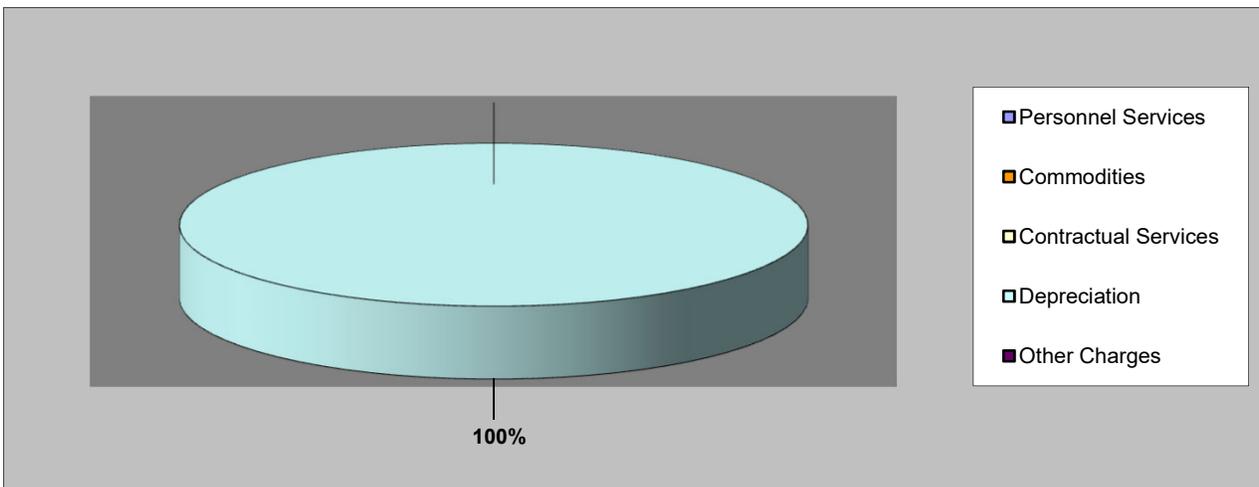
1. Budget constraints.
2. Arden Hills is only one member on each of the joint powers boards. Decisions are not always made on what Arden Hills sees as important, but rather the group as a whole.
3. Due to the current economy, revenues may be impacted.

Budget Commentary

Expenditures have decreased 82.7% based on the numbers provided by LJFD. A property tax levy has been implemented as the main revenue source for this fund.

Budget Summary	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	-	-
Depreciation	299,106	111,064	230,130	39,770
Other Charges	-	-	-	-
Total	\$ 299,106	\$ 111,064	\$ 230,130	\$ 39,770
Percent Change		(-62.9%)	107.2%	(-82.7%)

Expenditures by Classification



Function: Economic Development **Fund # :** 413
Activity: TCAAP Capital **Activity # :** 41600

Activity Scope

This fund was established to account for revenue and expenditure activity related to the City comprehensive re-use planning at the Twin Cities Army Ammunition Plant (TCAAP) site as it relates to infrastructure and re-use.

Objectives

1. Coordination of the 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

Since the City's private development partner pulled out of the project in April of 2009, Ramsey County purchased the property and established a Joint Development Authority (JDA) with the City. Revenues and expenditures are for City costs and future costs are not known at this time.

A budget amendment was done in 2014 to reclassify the City's costs for infrastructure development under the JDA into the TCAAP Capital Fund. An interfund loan was made in 2013 from the PIR to be paid back as the property develops.

	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	-	-	-	-
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -
Percent Change		0.0%	0.0%	0.0%

Expenditures by Classification





Enterprise Funds Summary

An Enterprise Fund is a fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services, which are entirely or predominantly self-supporting by user charges. The City operates four Enterprise Funds. The accrual basis of accounting is used for these funds. However, capital outlay items are recorded as expenses during the year and reclassified to assets during audit preparation.

ENTERPRISE FUNDS	2020 Actual	2021 Actual	2022 Budget	2023 Budget	2022 to 2023 Increase (Decrease)	2022 to 2023 Increase (Decrease)
REVENUES						
Licenses and Permits	\$ (685)	\$ 3,227	\$ 1,400	\$ 5,890	\$ 4,490	320.71%
Intergovernmental	25,365	549,994	526,810	187,000	(339,810)	-64.50%
Special Assessments	5,500	7,114	-	-	-	N/A
Investment Earnings	68,781	(10,641)	11,800	-	(11,800)	-100.00%
Miscellaneous	15,738	44,414	18,390	19,760	1,370	7.45%
Charges for Services	5,256,797	6,441,771	5,775,030	6,133,930	358,900	6.21%
TOTAL REVENUES	\$ 5,371,496	\$ 7,035,879	\$ 6,333,430	\$ 6,346,580	\$ 13,150	0.21%
EXPENSES						
Personnel Expenses	\$ 1,000,235	\$ 1,023,721	\$ 1,194,030	\$ 1,237,600	\$ 43,570	3.65%
Supplies and Materials	49,782	56,587	85,800	84,500	(1,300)	-1.52%
Other Services and Charges	2,614,502	2,829,866	2,934,670	3,084,440	149,770	5.10%
Depreciation	614,795	704,890	704,890	713,880	8,990	1.28%
Capital Expenditures	-	-	1,077,590	1,212,000	134,410	12.47%
Debt Service	83,667	75,300	290,200	286,300	(3,900)	-1.34%
Transfers	237,000	300,000	300,000	300,000	-	0.00%
TOTAL EXPENSES	\$ 4,599,982	\$ 4,990,363	\$ 6,587,180	\$ 6,918,720	\$ 331,540	5.03%
NET CHANGES IN FUND BALANCE	\$ 771,514	\$ 2,045,515	\$ (253,750)	\$ (572,140)	\$ (318,390)	
FUND BALANCE JANUARY 1,	\$ 19,477,944	\$ 20,249,458	\$22,294,973	\$ 23,751,903		
FUND BALANCE DECEMBER 31	\$ 20,249,458	\$ 22,294,973	\$23,118,813	\$ 24,386,763		

Function: Public Works **Fund # : 601**
Activity: Water **Activity # : 49440**

Activity Scope

The Water Utility Fund is a self-sustaining fund, or enterprise fund of the City. The City maintains its own water distribution system. Water is purchased from the City of Roseville, who in turn, purchases water on a wholesale basis from St. Paul Regional Water Services. Metering devices are also maintained to account for usage.

Objectives

1. Provide a safe and reliable water system for the users.
2. Maintain the water utility infrastructure including pipes, valves, hydrants and towers.

Issues

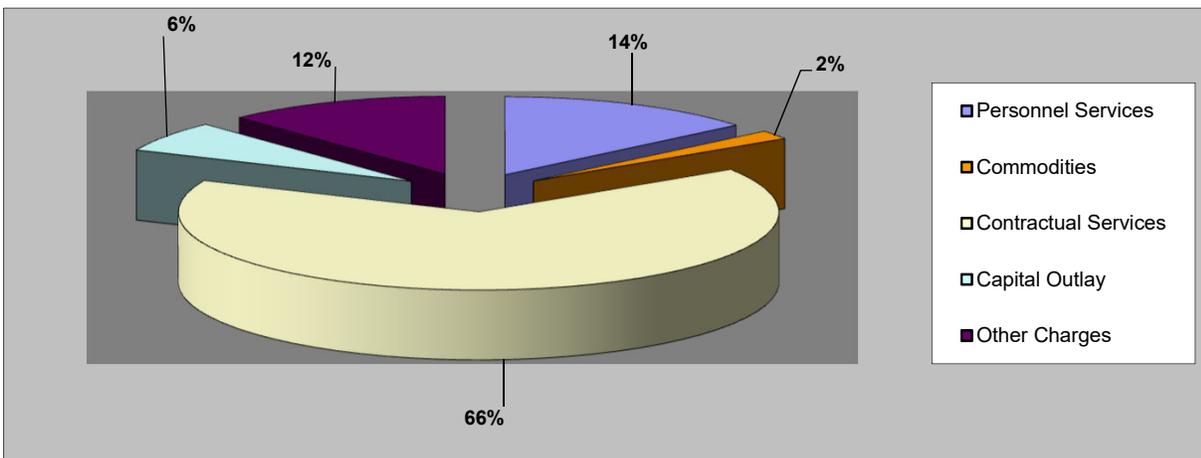
1. Staff time demands on many projects.
2. Aging water system.
3. Increased State and Federal regulations.

Budget Commentary

The 2023 operating budget is an increase of 4.1% from the previous year's adopted budget with a decrease of 13.9% overall with capital outlay and debt service. Capital expenses relate to the water portion of future street improvements and water meter replacement. An operating transfer (\$100,000) has also been budgeted to the Equipment, Building, and Replacement Fund.

Budget Summary	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 336,738	\$ 348,366	\$ 400,250	\$ 405,350
Commodities	28,436	43,167	59,500	53,000
Contractual Services	1,572,031	1,723,136	1,805,640	1,900,440
Capital Outlay	-	-	741,110	185,000
Other Charges	172,333	165,150	350,750	348,050
Total	\$ 2,109,538	\$ 2,279,820	\$ 3,357,250	\$ 2,891,840
Percent Change		8.1%	47.3%	(-13.9%)
Full-Time Equivalent positions	3.33	3.21	3.47	3.36

Expenditures by Classification



Function: Public Works **Fund # :** 602
Activity: Sanitary Sewer **Activity # :** 49490

Activity Scope

The Sanitary Sewer Utility Fund is a self-sustaining fund, or enterprise fund of the City. The maintenance of the sanitary sewer lines and lift stations are the responsibility of the Public Works Department. The maintenance program involves inspections, flushing and cleaning of sewer lines and routine maintenance of the lift stations. Wastewater flows into the Metropolitan Council’s system to be treated.

Objectives

1. Work to eliminate inflow and infiltration from the sanitary sewer system.
2. Maintain the sanitary sewer so as to provide dependable service for the users.

Issues

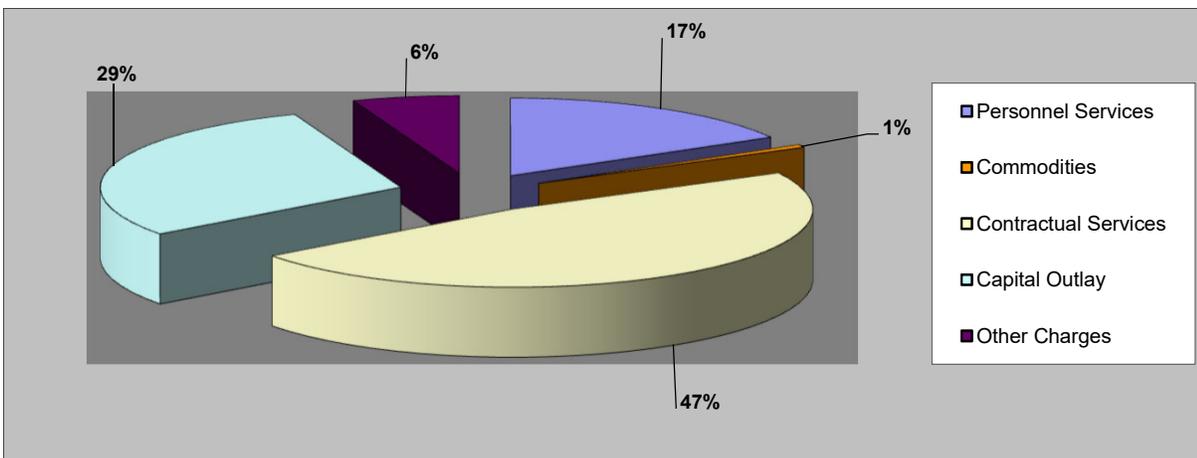
1. Ground water inflow and infiltration problems.
2. Aging system.

Budget Commentary

The 2023 operating budget is an increase of 1.7% from the previous year’s adopted budget with an overall increase of 33.0% with capital outlay and debt service. Capital outlay costs for 2023 are related to lift station rehabilitation, sewer lining and the sewer portion of future street improvements. An operating transfer (\$126,000) has also been budgeted to the Equipment, Building, and Replacement Fund.

Budget Summary	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 398,952	\$ 412,088	\$ 474,610	\$ 477,840
Commodities	14,780	10,171	16,500	16,500
Contractual Services	1,242,176	1,324,444	1,326,070	1,354,180
Capital Outlay	-	-	164,380	842,000
Other Charges	74,333	136,150	165,450	164,250
Total	\$ 1,730,242	\$ 1,882,853	\$ 2,147,010	\$ 2,854,770
Percent Change		8.8%	14.0%	33.0%
Full-Time Equivalent positions	3.83	3.77	4.03	3.89

Expenditures by Classification



Function: General Government
Activity: Recycling

Fund # : 603
Activity # : 49520

Activity Scope

The City contracts with a private company to pick up recycling for residents within the City. The City of Arden Hills participates in a Joint Powers Agreement with Ramsey County to assist with funding the residential curbside recycling program. The County Department of Property Taxation directly places a city recycling fee on residents' property tax statements. Ramsey County then collects the fees and distributes them to the City with the July and December tax settlements. Charges for recycling costs to residents include all costs associated with recycling including clean up days.

Objectives

Provide efficient and cost effective recycling for the residents of Arden Hills.

Issues

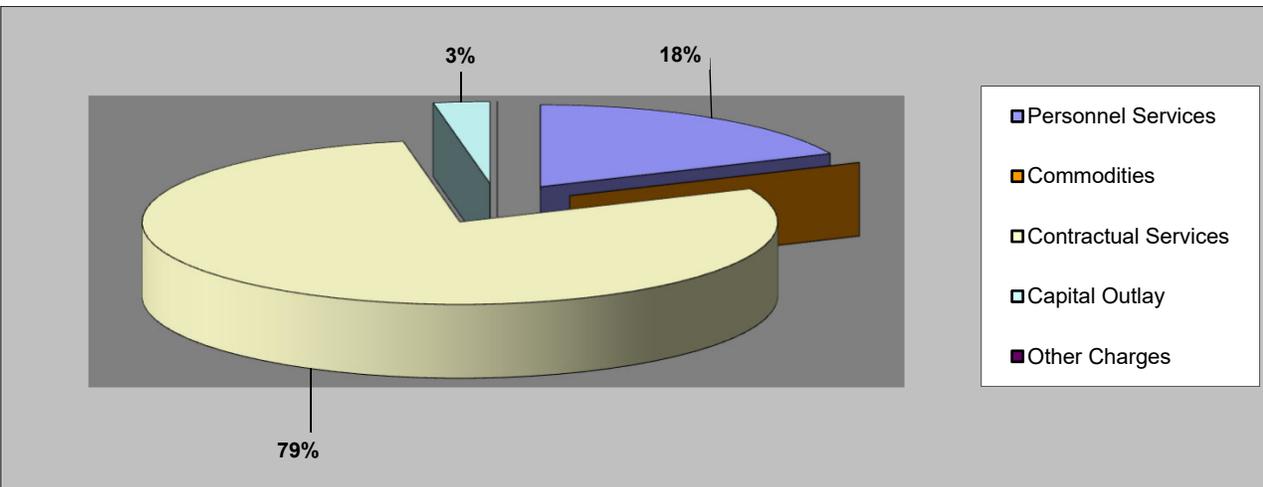
Budget constraints.

Budget Commentary

The 2023 operating budget is a decrease of 1.6% from the previous year's budget. The changes are primarily due to a drop in personnel allocations.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 29,966	\$ 31,512	\$ 41,880	\$ 32,020
Commodities	-	-	-	-
Contractual Services	109,875	123,097	135,410	137,460
Capital Outlay	-	-	-	5,000
Other Charges	-	-	-	-
Total	\$ 139,841	\$ 154,608	\$ 177,290	\$ 174,480
Percent Change		10.6%	14.7%	(-1.6%)
Full-Time Equivalent positions	0.29	0.27	0.34	0.24

Expenditures by Classification



Function: Public Works **Fund # :** 604
Activity: Surface Water Management **Activity # :** 49550

Activity Scope

The Surface Water Management Utility Fund is a self-sustaining fund, or enterprise fund of the City. The function of the Surface Water Management (SWM) utility is the collection, treatment and disposition of storm water as well as the maintenance of the storm sewers. The current fee structure is based upon zoning classification and parcel acreage. Collection of these fees is done through the utility billing process.

Objectives

1. Maintain the storm water system including pipes and ponds in an appropriate manner.
2. Continue to make environmental improvements to the surface water system whenever cost-effectively possible.

Issues

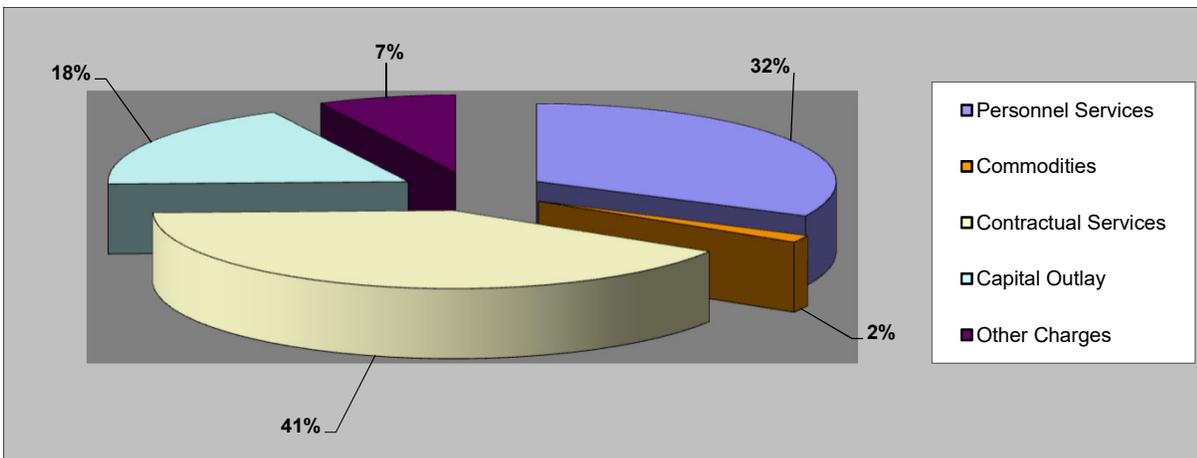
1. Budget constraints.
2. Increased State and Federal regulations.

Budget Commentary

The 2023 operating budget is an increase of 12.8% from the previous year's budget with an increase of 10.2% overall with capital outlay. The capital outlay budgeted for in 2023 includes storm sewer structure rehabilitation and the Karth Lake retaining wall. An operating transfer (\$74,000) has also been budgeted to the Equipment, Building, and Replacement Fund.

Budget Summary	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 234,580	\$ 231,755	\$ 277,290	\$ 322,390
Commodities	6,567	3,249	9,800	15,000
Contractual Services	305,215	364,079	372,440	406,240
Capital Outlay	-	-	172,100	180,000
Other Charges	74,000	74,000	74,000	74,000
Total	\$ 620,362	\$ 673,083	\$ 905,630	\$ 997,630
Percent Change		8.5%	34.5%	10.2%
Full-Time Equivalent positions	2.48	2.27	2.53	2.72

Expenditures by Classification





Internal Service Fund Summary

An Internal Service Fund is a fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services, which are entirely or predominantly self-supporting by user charges. The City operates four Internal Service Funds. The accrual basis of accounting is used for these funds. However, Capital Outlay items are recorded as expenses.

INTERNAL SERVICE FUNDS	2020 Actual	2021 Actual	2022 Budget	2023 Budget	2022 to 2023 Increase (Decrease)	2022 to 2023 Increase (Decrease)
REVENUES						
Investment Earnings	\$ 10,442	\$ (1,557)	\$ 1,850	\$ -	\$ (1,850)	-100.00%
Miscellaneous	25,346	8,342	-	-	-	N/A
Interfund Services	505,707	597,202	634,430	608,640	(25,790)	-4.07%
TOTAL REVENUES	\$ 541,495	\$ 603,987	\$ 636,280	\$ 608,640	\$ (27,640)	-4.34%
EXPENSES						
Personnel Expenses	\$ 3,942	\$ 5,506	\$ -	\$ -	\$ -	N/A
Supplies and Materials	101,556	88,201	138,900	131,000	(7,900)	-5.69%
Other Services and Charges	548,832	564,501	509,480	497,140	(12,340)	-2.42%
Capital Expenditures	-	-	-	-	-	N/A
TOTAL EXPENSES	\$ 654,330	\$ 658,209	\$ 648,380	\$ 628,140	\$ (20,240)	-3.12%
NET CHANGES IN FUND BALANCE	\$ (112,835)	\$ (54,221)	\$ (12,100)	\$ (19,500)	\$ (7,400)	
FUND BALANCE JANUARY 1,	\$ 332,010	\$ 219,175	\$ 164,953	\$ 146,518		
FUND BALANCE DECEMBER 31	\$ 219,175	\$ 164,953	\$ 152,853	\$ 127,018		

Function: General Government
Activity: Risk Management

Fund # : 725
Activity # : 49800

Activity Scope

This Fund was established to pool dividends received from the League of Minnesota Cities for positive claims experience. This fund tracks dividend revenues and deductible costs for claims. The goal of this fund is to build a fund balance that would allow the City to increase deductible limits in order to reduce premium costs. Dividends received from the health insurance Co-op are also deposited in this fund to use for employee wellness activities and to supplement the City’s contribution to health/dental insurance.

Objectives

1. Cover deductible costs on claims.
2. Establish employee Wellness programs to minimize health insurance costs.

Issues

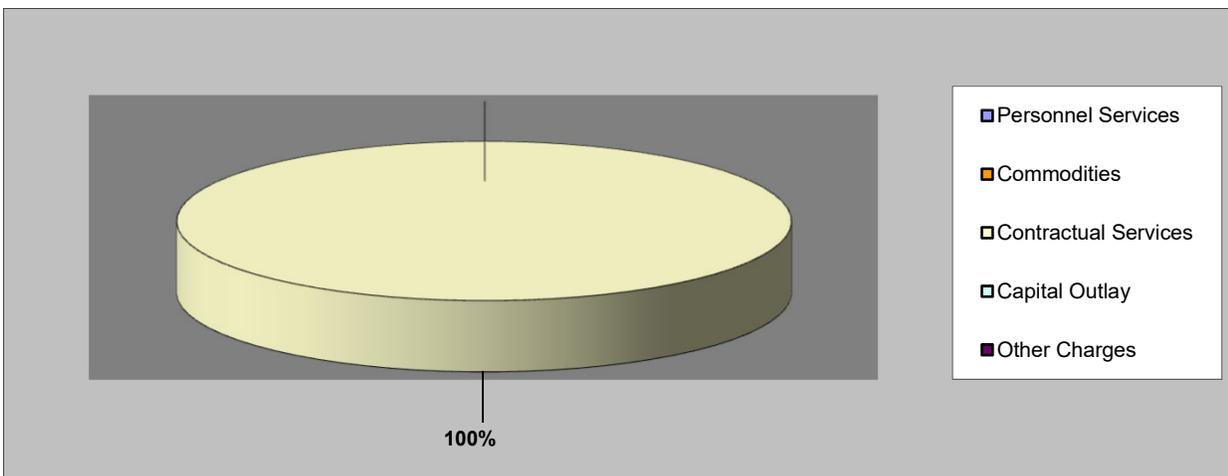
Maintain the proper level of insurance coverage and deductibles to assure the best possible coverage at the lowest possible cost.

Budget Commentary

Have discontinued the entry for employee benefits to this fund as it had no effect on the financial statements. Will continue to accumulate funds to cover potential future insurance claims.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	285,352	219,378	181,130	181,500
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 285,352	\$ 219,378	\$ 181,130	\$ 181,500
Percent Change		(-23.1%)	(-17.4%)	0.2%
Full-Time Equivalent positions	-	-	-	-

Expenditures by Classification



Function: Public Works
Activity: Engineering

Fund # : 726
Activity # : 49600

Activity Scope

The Engineering Fund is a self-sustaining fund, or internal service fund of the City. Staff engineers perform work on various City projects, review development plans and represent the City at various meetings on projects which are County or State led. Records are kept of time and the costs are charged out to various projects, escrow accounts or City departments.

Objectives

1. Provide Engineering services to the City.
2. Look out for the City's best interests in projects involving multiple jurisdictions.
3. Provide review of new developments and projects.

Issues

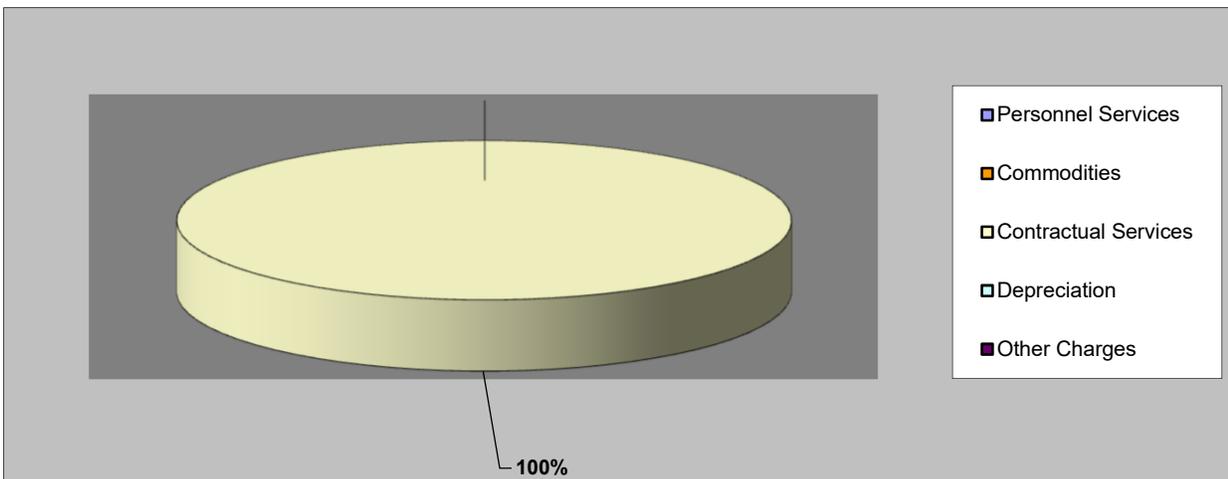
Provide cost effective services vs. using an independent contractor.

Budget Commentary

This was a new fund in 2012. Previously City Engineer services were provided by the City of Roseville. The costs are charged back to the other funds based on usage per fund, as was previously done when contracting with Roseville.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ (586)	\$ -	\$ -	\$ -
Commodities	-	-	-	-
Contractual Services	12,015	98,739	35,670	30,170
Depreciation	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 11,430	\$ 98,739	\$ 35,670	\$ 30,170
Percent Change		763.9%	(-63.9%)	(-15.4%)
Full-Time Equivalent positions	-	-	-	-

Expenditures by Classification



Function: Public Works
Activity: Central Garage

Fund # : 727
Activity # : 49700

Activity Scope

The Central Garage and Equipment Fund is a self-sustaining fund, or internal service fund of the City. The Public Works Department works on Streets, Parks, Water, Sanitary Sewer, and Surface Water Management. All costs are compiled in this fund and charged out to the departments based on usage.

Objectives

1. Maintain cost effective control of multi-purpose department.
2. Manage costs involving multiple departments.

Issues

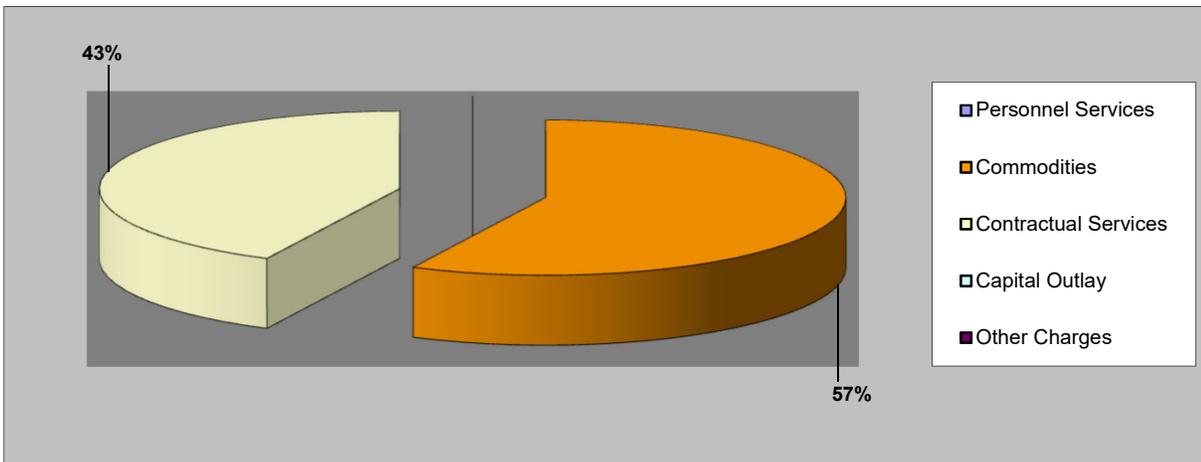
1. Aging equipment.
2. Balance the Public Works Department needs with available funds.
3. Managing an effective cost allocation structure.

Budget Commentary

This was a new fund in 2013. Previously these services were split into all five public works departments: Streets, Parks, Water, Sanitary Sewer, and Surface Water Management. Setting up one fund to manage these costs is more effective and will save administrative time. The total impact is the same as if budgeting these costs across each individual department.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ (1,040)	\$ -	\$ -	\$ -
Commodities	101,541	88,105	138,900	131,000
Contractual Services	78,018	74,605	107,680	97,750
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 178,519	\$ 162,709	\$ 246,580	\$ 228,750
Percent Change		(-8.9%)	51.5%	(-7.2%)
Full-Time Equivalent positions	-	-	-	-

Expenditures by Classification



Function: General Government
Activity: Technology

Fund # : 728
Activity # : 49900

Activity Scope

The Technology Fund is a self-sustaining fund, or internal service fund of the City. All departments use technology. All costs are compiled in this fund and charged out to the departments based on usage.

Objectives

1. Maintain cost effective control of multi-purpose department.
2. Manage costs involving multiple departments.

Issues

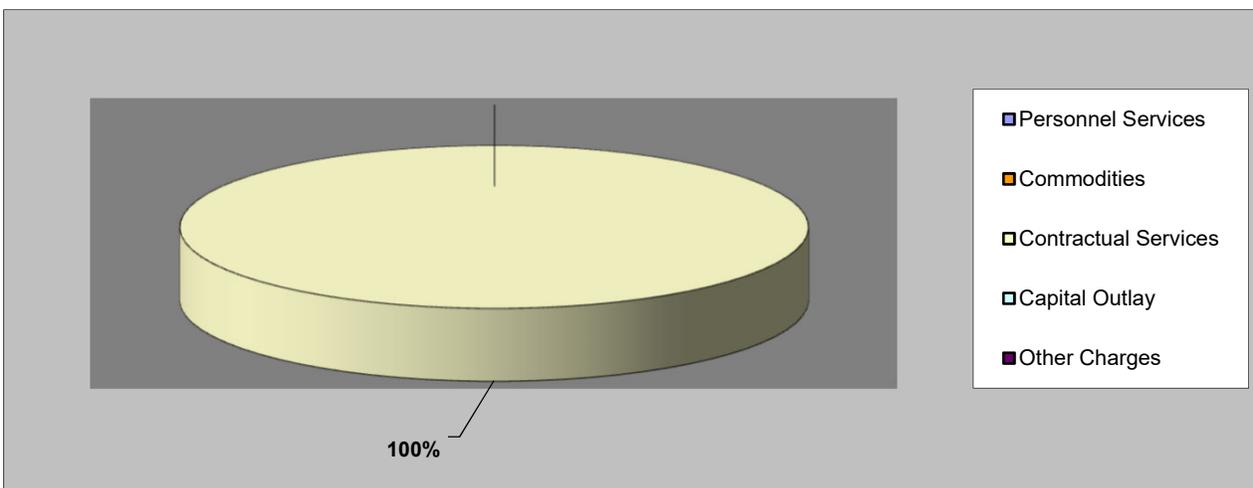
1. Aging equipment.
2. Balance department needs with available funds.
3. Managing an effective cost allocation structure.

Budget Commentary

This was a new fund in 2013. Previously these services were split into all departments. Setting up one fund to manage these costs is more effective and will save administrative time. The total impact is the same as if budgeting these costs across each individual department.

<u>Budget Summary</u>	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
Personnel Services	\$ 5,568	\$ 5,506	\$ -	\$ -
Commodities	15	97	-	-
Contractual Services	173,447	171,780	185,000	187,720
Capital Outlay	-	-	-	-
Other Charges	-	-	-	-
Total	\$ 179,030	\$ 177,383	\$ 185,000	\$ 187,720
Percent Change		(-0.9%)	4.3%	1.5%
Full-Time Equivalent positions	0.04	0.05	-	-

Expenditures by Classification



Capital Improvement Plan

Included in the budget are capital expenditures and capital improvements. The following information is the City of Arden Hills' Capital Improvement Plan for 2023.

The City has developed a 5-year Capital Improvement Plan, approved by the City Council. This plan includes detailed policies and procedures for budgeting and managing the projects included in the plan.

Included in this document are the project sheets for projects included in plan. The budgeted amounts for 2023 of each project are included in the appropriate fund as indicated on the project sheet.

As funding is approved, budget adjustments will be requested when the project is approved and contracts awarded.

City of Arden Hills, Minnesota

Capital Improvement Plan

2023 thru 2027

DEPARTMENT SUMMARY

Department	2023	2024	2025	2026	2027	Total
Economic Development		270,000		40,000		310,000
Equipment	335,000	326,000	225,000	170,000	430,000	1,486,000
Government Buildings	50,000	50,000	200,000	50,000	50,000	400,000
Parks Department	1,725,700	360,000	516,000	600,000	450,000	3,651,700
Public Safety	39,770	91,440	622,350	409,580	453,440	1,616,580
Sanitary Sewer Department	715,000		495,000		730,000	1,940,000
Street Department	757,000	2,300,000		1,565,000		4,622,000
Surface Water Management Dept	180,000	380,000	90,000	290,000	90,000	1,030,000
Water Department	25,000	1,635,000	95,000	505,000	80,000	2,340,000
TOTAL	3,827,470	5,412,440	2,243,350	3,629,580	2,283,440	17,396,280

City of Arden Hills, Minnesota

Capital Improvement Plan

2023 thru 2027

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Economic Development								
Gateway Signs	24-EDA-001	n/a		270,000		40,000		310,000
Economic Development Total				270,000		40,000		310,000
Equipment								
Replace 2016 F-350 w/V-Plow and Liftgate #215	26-EqpV-001	3				80,000		80,000
Replace 2017 Mack Plow/Wing/Dump Truck #123	27-EqpV-003	5					130,000	130,000
Replace Sterling Acterra Truck #431	27-EqpV-001	3					180,000	180,000
Replace 2018 Toro Large Area Mower #457	26-Eqp-001	3				90,000		90,000
Replace 1996 Wacker 880 Roller #106	25-Eqp-002	3			25,000			25,000
Replace 1993 Case 621 Loader #103	25-Eqp-001	n/a			200,000			200,000
Building Inspector Vehicle #504	24-EqpV-003	n/a		36,000				36,000
Replace 2012 F-450 Dump Body/Plow Truck #441	24-EqpV-001	3		95,000				95,000
Trade in Program Toro Z Mowers #473 & #474	24-Eqp-001	3		45,000			45,000	90,000
Replace F-450 Truck #211	23-EqpV-002	3	140,000					140,000
Replace 2012 Int'l Plow Wing Truck #115	23-EqpV-001	n/a	120,000	150,000				270,000
Replace 2014 Bobcat Toolcat #453	23-Eqp-001	3	75,000					75,000
Replace 2016 F-350 Pickup w/Liftgate #455	27-EqpV-002	4					75,000	75,000
Equipment Total			335,000	326,000	225,000	170,000	430,000	1,486,000
Government Buildings								
City Hall Maintenance	23-Bldg-005	2	50,000	50,000	50,000	50,000	50,000	250,000
City Hall roof	25-Bldg-002	3			150,000			150,000
Government Buildings Total			50,000	50,000	200,000	50,000	50,000	400,000
Parks Department								
Hazelnut Park Parking Lot Improvements	24-Park-002	4		280,000				280,000
Hard Court Reconstruction	24-Park-001	3	426,000	80,000	140,000		40,000	686,000
Arden Manor Park Improvements	23-Park-001	3	239,700					239,700
Park Shelter Roof Replacements	23-Park-002	4	30,000		90,000		30,000	150,000
Playground Structure Replacement	23-Park-003	3	150,000		256,000		130,000	536,000
Perry & Cummings Park Roof Maintenance	23-Park-004	3	30,000		30,000			60,000
MN-51 Trail Connection	26-Park-005	n/a				600,000		600,000
Perry Park Parking Lot Improvements	27-Park-005	4					250,000	250,000
MVHS Trail Improvements	23-Park-006	2	850,000					850,000
Parks Department Total			1,725,700	360,000	516,000	600,000	450,000	3,651,700
Public Safety								
LJFD Rescue/Chief/Utility Vehicle Replacement	23-Pub-002	n/a	1,500	59,010	1,500	84,840	24,280	171,130
LJFD General Equipment	23-Pub-003	n/a	15,240	15,000	15,000	119,740	15,000	179,980
LJFD Station Capital	23-Pub-004	n/a	23,030	17,430	12,450	10,000	10,000	72,910
LJFD Engine/Ladder Replacement	25-Pub-001	n/a			398,400		209,160	607,560
Lake Johanna Fire Dept Fire Station	25-Pub-005	n/a			195,000	195,000	195,000	585,000

Department	Project #	Priority	2023	2024	2025	2026	2027	Total
Public Safety Total			39,770	91,440	622,350	409,580	453,440	1,616,580
Sanitary Sewer Department								
Lift Station Rehabilitation	23-Sew-001	2	300,000				90,000	390,000
Sewer Lining/Rehabilitation	23-Sew-002	2	415,000		495,000		640,000	1,550,000
Sanitary Sewer Department Total			715,000		495,000		730,000	1,940,000
Street Department								
Old Snelling Ave/CR E Intersection Improvements	23-Str-002	3	757,000					757,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001	2		2,300,000				2,300,000
Karth Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				1,565,000		1,565,000
Street Department Total			757,000	2,300,000		1,565,000		4,622,000
Surface Water Management Dept								
Karth Lake retaining wall	23-Storm-001	2	100,000					100,000
Storm Sewer Structure Rehabilitation	23-Storm-002	2	80,000	80,000	90,000	90,000	90,000	430,000
Storm Pond and Outfall Maintenance	24-Storm-001	2		300,000		200,000		500,000
Surface Water Management Dept Total			180,000	380,000	90,000	290,000	90,000	1,030,000
Water Department								
Trunk Water Main Improvements	26-W-003	2				315,000		315,000
Water Tower Maintenance	24-W-001	2		60,000			80,000	140,000
Water Meter Replacement	24-W-003	3	25,000	1,200,000				1,225,000
Trunk Water Main Improvements - Roseville	24-W-004	2		375,000				375,000
Booster Station Improvements	25-W-002	2			95,000			95,000
MN-51 Watermain Crossing Improvements	26-W-002	3				190,000		190,000
Water Department Total			25,000	1,635,000	95,000	505,000	80,000	2,340,000
GRAND TOTAL			3,827,470	5,412,440	2,243,350	3,629,580	2,283,440	17,396,280

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Economic Development
 Contact Community Devl Dir
 Type Improvement
 Useful Life
 Category Economic Devl Improvement
 Priority n/a

Project # 24-EDA-001
 Project Name Gateway Signs

TCAAP No

Description Total Project Cost: \$310,000

Install gateway signs at major entry points to the City. Potential locations for signs include: (1) Highway 96 at Round Lake Road, (2) Highway 96 at Lexington Avenue, (3) Lake Valentine Road at 35W, (4) County Road E at Lexington Avenue, (5) Lexington Avenue at County Road F, (6) Lexington Avenue at County Road D, and (7) County Road E at Highway 51. Potential sign locations are not listed in order of priority and are subject to change.

There are three existing gateway signs in the following locations: (1) County Road E2 at I-35W, (2) County Road D at Cleveland Avenue, and (3) Lake Johanna Boulevard at the Roseville border.

Staff has budgeted for the completion of an additional gateway sign in 2026 at a location to be determined.

Justification

Advance the economic development goals in the 2030 Comprehensive Plan. Implement the Guiding Plan for the B2 District. Work to better identify the entrance points to the City for businesses and visitors. Foster civic pride and community identity.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance		270,000		40,000		310,000
Total		270,000		40,000		310,000

Funding Sources	2023	2024	2025	2026	2027	Total
EDA General Fund		270,000		40,000		310,000
Total		270,000		40,000		310,000

Budget Impact/Other

Annual maintenance costs for sign cleaning and care of landscaping is estimated by the Public Works Department at \$500 per sign annually.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 8-10
 Category Equipment: Public Works
 Priority 3 Important

Project # 23-Eqp-001
 Project Name Replace 2014 Bobcat Toolcat #453

TCAAP No

Description Total Project Cost: \$75,000
 Replace 2014 Bobcat Toolcat #453 (parks).
 VIN #1278
 Hours 1,450

Justification
 The toolcat is used year round but the primary purpose is sidewalk and trail plowing/snow blowing. The toolcats are also used to clean skating rinks. Due to corrosion factors and down time associated with hydraulic leaks and other miscellaneous mechanical breakdowns, staff recommends replacing toolcats during high trade in values and before high costs of ownership from repairs and down time (every 8 years).
 Parts and labor costs:
 2019 - \$ 405
 2020 - \$ 225
 2021 - \$2,630
 This piece of equipment is used year round. Salt has caused corrosion and repairs are becoming more frequent.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	75,000					75,000
Total	75,000					75,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund	55,000					55,000
Trade-In Value	20,000					20,000
Total	75,000					75,000

Budget Impact/Other
 Time efficiency resulting in labor savings.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 10-12
 Category Vehicles
 Priority n/a

Project # 23-EqpV-001
 Project Name Replace 2012 Int'l Plow Wing Truck #115

TCAAP No

Description Total Project Cost: \$270,000
 Vehicle #115 - 2012 International Plow Wing Truck
 Mileage 23,703
 Hours 2,205

Justification
 Vehicle will be 12 years old.
 Repair costs for parts and labor:
 2018 - \$ 8,445
 2019 - \$10,672
 2020 - \$ 2,685
 2021 - \$6,345
 This is one of our three large dump trucks used primarily for plowing and de-icing streets. While the mileage on this vehicle is relatively low, due to the corrosiveness of salt, the frame and bodies are beginning to deteriorate. With only three dump trucks in the snow plow fleet it is imperative that they be dependable during snow events.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	120,000	150,000				270,000
Total	120,000	150,000				270,000
Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund	120,000	120,000				240,000
Trade-In Value		30,000				30,000
Total	120,000	150,000				270,000

Budget Impact/Other
 Reduce repair and maintenance costs and improve reliability of our primary snow removal equipment.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 8-10
 Category Vehicles
 Priority 3 Important

Project # 23-EqpV-002
 Project Name Replace F-450 Truck #211

TCAAP No

Description Total Project Cost: \$140,000
 Replace Vehicle #211 - 2011 Ford F450 crane truck.
 VIN #8243
 Mileage 75,930

Justification
 Parts and labor costs:
 2018 - \$1,117
 2019 - \$ 308
 2020 - \$3,163
 2021 - \$1,250
 This vehicle is used when dealing with routine and emergency lift station work. Reliability is important. The condition of the current vehicle will be evaluated prior to replacement.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	140,000					140,000
Total	140,000					140,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund	120,000					120,000
Trade-In Value	20,000					20,000
Total	140,000					140,000

Budget Impact/Other
 Reduced repair and maintenance costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 5
 Category Equipment: Public Works
 Priority 3 Important

Project # 24-Eqo-001
 Project Name Trade in Program Toro Z Mowers #473 & #474

TCAAP No

Description Total Project Cost: \$135,000

Replace Two 2021 Toro "Z" Lawn Mowers #473 & #474 (parks).
 These were last replaced in January 2022.
 Cost of 2 machines: \$40,930
 Trade in values: -\$15,000
 Net cost of 2 machines: \$25,930

Justification

The trade in value of the Toro "Z" mowers is maximized if they are traded in with warranty still remaining. Due to the amount of time these pieces of equipment are used during the summer months, they are traded in on a three year cycle.
 Repair costs are under factory warranty.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings		45,000			45,000	90,000
Total		45,000			45,000	90,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund		30,000			30,000	60,000
Trade-In Value		15,000			15,000	30,000
Total		45,000			45,000	90,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 10-12
 Category Vehicles
 Priority 3 Important

Project # 24-EqpV-001
 Project Name Replace 2012 F-450 Dump Body/Plow Truck #441

TCAAP No

Description Total Project Cost: \$95,000
 Vehicle #441 - 2012 Ford F-450 Dump Body/Plow Truck (parks).
 VIN # 1647
 Mileage 40,100 Hours 3,755

Justification
 This truck is used on one of three street plow routes. Also, the truck is used year round for Public Works operations, brush removal, paving and material hauling. Staff recommends replacing every 12 years due to corrosion and high cost of ownership.
 Parts and labor costs:
 2019 - \$4,761
 2020 - \$ 789
 2021 - \$2,630

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings		95,000				95,000
Total		95,000				95,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund		80,000				80,000
Trade-In Value		15,000				15,000
Total		95,000				95,000

Budget Impact/Other
 Reduce maintenance and repair costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact City Administrator
 Type Equipment
 Useful Life 10
 Category Vehicles
 Priority n/a

Project # 24-EqpV-003
 Project Name Building Inspector Vehicle #504

TCAAP No

Description Total Project Cost: \$36,000
 Replace 2013 Ford Escape.
 2022 mileage 60,407

Justification
 The current vehicle will be 11 years old. A multipurpose vehicle, like an Escape, will serve other City employees when they want to use a City vehicle to attend meetings and conferences - especially when they are out of town.
 Parts and labor costs:
 2018 - \$ 429
 2019 - \$1,205
 2020 - \$ 0
 2021 - \$ 530

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings		36,000				36,000
Total		36,000				36,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund		28,000				28,000
Trade-In Value		8,000				8,000
Total		36,000				36,000

Budget Impact/Other
 Cost of maintenance.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 20-25
 Category Vehicles
 Priority n/a

Project # 25-Eqp-001
 Project Name Replace 1993 Case 621 Loader #103

TCAAP No

Description Total Project Cost: \$200,000
 Vehicle #103 - 1993 Case 621 Loader
 Hours 2,472

Justification
 Vehicle will be 32 years old.
 This piece of equipment is used year round for loading trucks, stock pile management, and is a backup to our snow plow fleet. Also, during emergencies, it is used for clearing trees to open roadways and access utilities. Do to its age, this loader is showing deterioration and some significant corrosion. Staff recommends replacement in 2025.
 Parts and labor costs:
 2021 - \$5,150

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings			200,000			200,000
Total			200,000			200,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund			185,000			185,000
Trade-In Value			15,000			15,000
Total			200,000			200,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 15-17
 Category Equipment: Public Works
 Priority 3 Important

Project # 25-Eqp-002
 Project Name Replace 1996 Wacker 880 Roller #106

TCAAP No

Description Total Project Cost: \$25,000
 Replace Equipment #106 - 1996 Wacker Roller.
 VIN # 673603994
 Hours: 980
 This piece of equipment was included in previous CIP's but has been deferred to allow time to determine the size roller that would work best based on the amount of work the PW staff is able to complete. Also, staff evaluates its condition each year to evaluate its reliability.

Justification
 Equipment will be 29 years old. Roller is used for small pothole patching. Part availability is becoming an issue.
 Parts and labor costs (provided by AH PW crew):
 2018 - \$425
 2019 - \$130
 2020 - \$635
 2021 - \$725

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings			25,000			25,000
Total			25,000			25,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund			23,000			23,000
Trade-In Value			2,000			2,000
Total			25,000			25,000

Budget Impact/Other
 Reduced equipment repair costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 10-12
 Category Equipment: Public Works
 Priority 3 Important

Project # 26-Eqp-001
 Project Name Replace 2018 Toro Large Area Mower #457

TCAAP No

Description Total Project Cost: \$90,000
 Replacement of the 2018 Toro large area mower.
 Hours 1,200

Justification
 The Toro large area mower will be 8 years old in 2026. This mower is a key piece of equipment for mowing operations. To avoid downtime, staff recommends replacement prior to costly repairs.
 Parts and labor costs (provided by AH PW crew):
 2019 - \$230
 2020 - \$739
 2021 - \$260

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings				90,000		90,000
Total				90,000		90,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund				70,000		70,000
Trade-In Value				20,000		20,000
Total				90,000		90,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 10
 Category Vehicles
 Priority 3 Important

Project # 26-EqpV-001
 Project Name Replace 2016 F-350 w/V-Plow and Liftgate #215

TCAAP No

Description Total Project Cost: \$80,000
 Vehicle #215 - 2016 Ford F-350 Regular Cab with V-Plow and Liftgate (streets).
 VIN # 3941
 Mileage 39,900 Hours 4,318

Justification
 The pickup is used year round for Public Works operations but the primary use is plowing trails, sidewalks and parking lots. Due to plowing stress and corrosion factors, staff recommends replacement at 10 years.
 Parts and labor costs:
 2019 - \$1,006
 2020 - \$ 989
 2021 - \$1,285

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings				80,000		80,000
Total				80,000		80,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund				68,000		68,000
Trade-In Value				12,000		12,000
Total				80,000		80,000

Budget Impact/Other
 Reduce maintenance and repair costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Community Devl Dir
 Type Equipment
 Useful Life 10
 Category Vehicles
 Priority 3 Important

Project # 27-EqpV-001
 Project Name Replace Sterling Acterra Truck #431

TCAAP No

Description Total Project Cost: \$180,000
 Replace 2009 1,500 gallon tanker truck used for watering, sweeping, dust control and rink flooding.
 Mileage 25,145
 Hours 3,200

Justification
 Current vehicle will be 18 years old in 2027.
 Corrosion due to winter operations and availability of parts.
 Parts and labor costs:
 2018 - \$2,112
 2019 - \$2,618
 2020 - \$3,303
 2021 - \$2,060

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings					180,000	180,000
Total					180,000	180,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund					150,000	150,000
Trade-In Value					30,000	30,000
Total					180,000	180,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 10
 Category Vehicles
 Priority 4 Less Important

Project # 27-EqpV-002
 Project Name Replace 2016 F-350 Pickup w/Liftgate #455

TCAAP No

Description Total Project Cost: \$75,000
 Vehicle #455 - 2016 Ford F-350 Crew Cab with Liftgate (parks).
 VIN # 3955
 Mileage 49,700 Hours 4,555

Justification
 The crew cab truck is used year round for efficiency with more staff seating. Seasonal staff can utilize one truck for up to 4 people. Due to rising repair costs, the recommendation is to replace at 10-11 years.
 Parts and labor costs:
 2019 - \$ 685
 2020 - \$ 486
 2021 - \$1,200

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings					75,000	75,000
Total					75,000	75,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund					65,000	65,000
Trade-In Value					10,000	10,000
Total					75,000	75,000

Budget Impact/Other
 Reduce maintenance and repair costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Equipment
 Contact Public Works Director
 Type Equipment
 Useful Life 10-12
 Category Vehicles
 Priority 5 Future Consideration

Project # 27-EqpV-003
 Project Name Replace 2017 Mack Plow/Wing/Dump Truck #123

TCAAP No

Description Total Project Cost: \$280,000
 Vehicle #123 - 2017 Mack Single Axle Plow Wing Dump Truck (streets)
 Mileage 11,154

Justification
 Due to long lead times for specking, ordering and taking delivery, staff recommends ordering the plow truck chassis in 2027 and doing the build out in 2028. This will provide time to take delivery of a finished truck by 2029, making the current one 12 years old.
 Repair costs for parts and labor:
 2019 - \$3,206
 2020 - \$3,308
 2021 - \$2,653

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings					130,000	130,000
Total					130,000	130,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund					130,000	130,000
Total					130,000	130,000

Budget Impact/Other
 Reduce repair and maintenance costs and improve reliability of our primary snow removal equipment.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Government Buildings
 Contact Finance Director
 Type Maintenance
 Useful Life 10
 Category Building Repair & Maint
 Priority 2 Very Important

Project # 23-Bldg-005
 Project Name City Hall Maintenance

TCAAP No

Description Total Project Cost: \$500,000
 City Hall will require ongoing maintenance and replacement of items to maintain operational duties (carpet, painting, HVAC, etc.).
 2023 - The City is anticipating building out office space on the second floor, this is the first phase of making changes to City Hall to accommodate future staffing and reorganization of existing staff. It is also anticipated that the carpet in the basement will be replaced. These two items will likely use the \$50,000 programmed in 2023.

Justification
 Items will be due for replacement, and will save the City future repair costs by replacing them in the near-term.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Government Buildings
 Contact Building Official
 Type Improvement
 Useful Life 20-25
 Category Building Repair & Maint
 Priority 3 Important

Project # 25-Bldg-002
 Project Name City Hall roof

TCAAP No

Description Total Project Cost: \$150,000
 Replace 9000 sq ft roof at City Hall.

Justification
 Placeholder for future project.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance			150,000			150,000
Total			150,000			150,000

Funding Sources	2023	2024	2025	2026	2027	Total
Equipment/Building Replacement Fund			150,000			150,000
Total			150,000			150,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Parks Department
 Contact Park & Recreation Mgr
 Type Improvement
 Useful Life
 Category Park Capital Equipment
 Priority 3 Important

Project # 23-Park-001
 Project Name Arden Manor Park Improvements

TCAAP No

Total Project Cost: \$249,700

Description
 Arden Manor Park last replaced in 1999.
 City has received grant funding to increase the scope of this project to include the play structure, fiber bedding, concrete work and drainage issues.

Justification
 In order to maintain playground structures that meet current safety guidelines, require a minimum amount of maintenance, and have replacement parts available, the City is attempting to maintain a replacement schedule for playground facilities based on available funds.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	239,700					239,700
Total	239,700					239,700

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	50,000					50,000
Grants	189,700					189,700
Total	239,700					239,700

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life
 Category Park Capital Improvements
 Priority 4 Less Important

Project # 23-Park-002
 Project Name Park Shelter Roof Replacements

TCAAP No

Description Total Project Cost: \$150,000
 Replace steel roofs on 5 park shelters (\$30,000 each):
 2023 - Floral
 2025 - Cummings, Hazelnut and Royal
 2027 - Ingerson

Justification
 Shelter roofs are deteriorating and reaching the end of service life.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	30,000		90,000		30,000	150,000
Total	30,000		90,000		30,000	150,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	30,000		90,000		30,000	150,000
Total	30,000		90,000		30,000	150,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Parks Department
 Contact Park & Recreation Mgr
 Type Improvement
 Useful Life
 Category Park Capital Equipment
 Priority 3 Important

Project # 23-Park-003
 Project Name Playground Structure Replacement

TCAAP No

Description	Total Project Cost: \$818,000
Play Structures are replaced on a 20 year replacement schedule.	
2023 Floral Park last replaced in 2001, trail - \$150,000	
2025 Arden Oaks Park last replaced in 1999 - \$126,000 Freeway Park last replaced in 1998 - \$130,000	
2027 Ingerson Park last replaced in 2000 - \$130,000	
2029 Sampson Park last replaced 2001- \$138,000	
2031 Royal Hills Park last replaced 2002 - \$144,000	

Justification
 In order to maintain playground structures that meet current safety guidelines, require a minimum amount of maintenance, and have replacement parts available, the City is attempting to maintain a replacement schedule for playground facilities based on available funds.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	150,000		256,000		130,000	536,000
Total	150,000		256,000		130,000	536,000
Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	150,000		256,000		130,000	536,000
Total	150,000		256,000		130,000	536,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life
 Category Park Capital Improvements
 Priority 3 Important

Project # 23-Park-004
 Project Name Perry & Cummings Park Roof Maintenance

TCAAP No

Description Total Project Cost: \$60,000
 Repair or replace roof shingles at these two parks.
 2023 - Perry Park
 2025 - Cummings Park

Justification
 Roofing materials are aging and deteriorating towards the end of the expected service life.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	30,000		30,000			60,000
Total	30,000		30,000			60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	30,000		30,000			60,000
Total	30,000		30,000			60,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20
 Category Park Capital Improvements
 Priority 2 Very Important

Project # 23-Park-006
 Project Name MVHS Trail Improvements

TCAAP No

Description Total Project Cost: \$850,000
 Proposed new trail construction. 3,300 feet of 8-foot wide bituminous trail along the west side of Old Highway 10 from County Road E2 to Lake Valentine Road. Then extending along the south side of Lake Valentine Road from Old Highway 10 to MVHS. New ADA ramps.

Justification
 This trail segment is identified in the 2040 Comprehensive Plan. Currently a trail gap exists along Lake Valentine Road and Old Highway 10 where walking and biking students use narrow shoulders to walk or bike to school and parks. The construction of this trail would greatly improve safety for users.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	850,000					850,000
Total	850,000					850,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	200,000					200,000
Grants	450,000					450,000
Ramsey County	200,000					200,000
Total	850,000					850,000

Budget Impact/Other
 Routine sweeping and snow removal as needed. Fog seal and crack seal maintenance.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20-25
 Category Park Capital Improvements
 Priority 3 Important

Project # 24-Park-001
 Project Name Hard Court Reconstruction

TCAAP No

Description	Total Project Cost: \$726,000
2023 Floral Park Tennis and Basketball Courts - \$426,000	
2024 Hazelnut Tennis Court - \$80,000	
2025 Freeway Basketball Court - \$70,000 Arden Oaks Basketball Court - \$70,000	
2027 Ingerson Basketball Court - \$40,000	
2029 Sampson Basketball Court - \$40,000	

Justification
 Proposed improvements are intended to maintain existing court surfaces. In general, a court surface life is approximately 25 years before cracks and pavement deformation require full reconstruction. Routine crack filling to prolong court surfaces is being performed.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	426,000	80,000	140,000		40,000	686,000
Total	426,000	80,000	140,000		40,000	686,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	426,000	80,000	140,000		40,000	686,000
Total	426,000	80,000	140,000		40,000	686,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life
 Category Park Capital Improvements
 Priority 4 Less Important

Project # 24-Park-002
 Project Name Hazelnut Park Parking Lot Improvements

TCAAP No

Description Total Project Cost: \$280,000
 Pavement rehabilitation project involving full-depth reclamation.

Justification
 Pavement within the northern portion of lot is deteriorating and exceeding its service life. Parking lot resides on property owned by church and is available for public use under the terms of a Joint Use agreement.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance		280,000				280,000
Total		280,000				280,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)		280,000				280,000
Total		280,000				280,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20
 Category Park Capital Improvements
 Priority n/a

Project # 26-Park-005
 Project Name MN-51 Trail Connection

TCAAP No

Description Total Project Cost: \$600,000
 Proposed new trail construction. Involves 1,700-feet of 8-foot wide bituminous trail along the west side of MN-51 from the Roseville border to Snelling Avenue North.

Justification
 This trail segment is identified as a proposed pathway on the City's master trail system map. It is also identified in the Metropolitan Council Regional Bicycle Transportation Network (RBTN) and is eligible for funding. MnDOT is scheduled to resurface MN-51 in 2026 within the proximity of this proposed trail segment.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance				600,000		600,000
Total				600,000		600,000
Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)				400,000		400,000
Grants				200,000		200,000
Total				600,000		600,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Parks Department
 Contact Public Works Director
 Type Improvement
 Useful Life
 Category Park Capital Improvements
 Priority 4 Less Important

Project # 27-Park-005
 Project Name Perry Park Parking Lot Improvements

TCAAP No

Description Total Project Cost: \$250,000
 Pavement rehabilitation project involving full-depth reclamation, spot curb repairs, ADA improvements and subgrade soil corrections.

Justification
 Parking lot pavement is deteriorating and reaching the end of service life. Public Works has placed large area patches to extend usability. Cost of maintenance is increasing each year.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance					250,000	250,000
Total					250,000	250,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)					250,000	250,000
Total					250,000	250,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Public Safety
 Contact City Administrator
 Type Equipment
 Useful Life
 Category Public Safety
 Priority n/a

Project # 23-Pub-002
 Project Name LJFD Rescue/Chief/Utility Vehicle Replacement

TCAAP No

Description	Total Project Cost: \$341,820
Lake Johanna Fire Department provides the City with a Capital Budget each year outlining expected capital outflows the fire department has budgeted for the replacement of Rescue/Chief/Utility vehicles in future years.	
2023 Tire Replacement Total Cost: \$6,000 Arden Hills Cost: \$1,500	
2024 Vehicle/Tire Replacement Total Cost: \$237,000 Arden Hills Cost: \$59,010	
2025 Tire Replacement Total Cost: \$6,000 Arden Hills Cost: \$1,500	
2026 Vehicle/Tire Replacement Total Cost: \$340,700 Arden Hills Cost: \$84,840	
2027 Vehicle/Tire Replacement Total Cost: \$97,500 Arden Hills Cost: \$24,280	
2028 Vehicle/Tire Replacement Total Cost: \$678,500 Arden Hills Cost: \$168,950	
2029 Tire Replacement Total Cost: \$7,000 Arden Hills Cost: \$1,740	

Justification
 More detailed explanations can be found in the Lake Johanna Capital Budget.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	1,500	59,010	1,500	84,840	24,280	171,130
Total	1,500	59,010	1,500	84,840	24,280	171,130
Funding Sources	2023	2024	2025	2026	2027	Total
Public Safety Capital Fund	1,500	59,010	1,500	84,840	24,280	171,130
Total	1,500	59,010	1,500	84,840	24,280	171,130

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Public Safety
 Contact City Administrator
 Type Equipment
 Useful Life
 Category Public Safety
 Priority n/a

Project # 23-Pub-003
 Project Name LJFD General Equipment

TCAAP No

Description Total Project Cost: \$254,980

Lake Johanna Fire Department provides a detailed capital budget which includes the costs to each City.

2023 - Fire hose, thermal imaging camera, rehab equipment, gas monitors, radios, computers, graphics
 Total Cost: \$61,200
 Arden Hills Cost: \$15,240

2024 - SCBA bottles
 Total Cost: \$5,500
 Arden Hills Cost: \$1,370

2025 - Mobile tablets
 Total Cost: \$45,500
 Arden Hills Cost: \$11,330

2026 SCBA Replacement
 Total Cost: \$480,880
 Arden Hills Cost: \$119,740

2027 Network devices, radios
 Total Cost: \$11,900
 Arden Hills Cost: \$2,960

There is a placeholder each year of up to \$15,000 based on historical analysis.

Justification

More detailed explanations can be found in the Lake Johanna Capital Budget.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	15,240	15,000	15,000	119,740	15,000	179,980
Total	15,240	15,000	15,000	119,740	15,000	179,980

Funding Sources	2023	2024	2025	2026	2027	Total
Public Safety Capital Fund	15,240	15,000	15,000	119,740	15,000	179,980
Total	15,240	15,000	15,000	119,740	15,000	179,980

Budget Impact/Other

There are no impacts to the operating budget of the City as it contracts for Fire Services from Lake Johanna Fire Department. Any savings as a result of this project would be reflected in the fire services contract in reduced maintenance costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Public Safety
 Contact City Administrator
 Type Equipment
 Useful Life
 Category Public Safety
 Priority n/a

Project # 23-Pub-004
 Project Name LJFD Station Capital

TCAAP No

Total Project Cost: \$122,910

Description

Lake Johanna Fire Department provides the City with a Capital Budget each year outlining expected capital outflows.

2023 Security, gutters, lighting, ice machine
 Total Cost: \$92,500
 Arden Hills Cost: \$23,030

2024 Station 140 roof
 Total Cost: \$70,000
 Arden Hills Cost: \$17,430

2025 Stucco redashing
 Total Cost: \$50,000
 Arden Hills Cost: \$12,450

There is a placeholder each year of up to \$10,000 based on historical analysis.

Justification

More detailed explanations can be found in the Lake Johanna Capital Budget.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings	23,030	17,430	12,450	10,000	10,000	72,910
Total	23,030	17,430	12,450	10,000	10,000	72,910

Funding Sources	2023	2024	2025	2026	2027	Total
Public Safety Capital Fund	23,030	17,430	12,450	10,000	10,000	72,910
Total	23,030	17,430	12,450	10,000	10,000	72,910

Budget Impact/Other

There are no impacts to the operating budget of the City as it contracts for Fire Services from Lake Johanna Fire Department. Any savings as a result of this project would be reflected in the fire services contract in reduced maintenance costs.

Capital Improvement Plan
City of Arden Hills, Minnesota

2023 *thru* 2027

Department Public Safety
 Contact City Administrator
 Type Equipment
 Useful Life
 Category Public Safety
 Priority n/a

Project # 25-Pub-001
 Project Name LJFD Engine/Ladder Replacement

TCAAP No

Description Total Project Cost: \$829,170

Lake Johanna Fire Department provides the City with a Capital Budget each year outlining expected capital outflows the fire department has budgeted for the replacement of a fire engine in future years.

2025 Ladder Replacement
 Total Cost: \$1,600,000
 Arden Hills Cost: \$398,400

2027 Engine Replacement
 Total Cost: \$840,000
 Arden Hills Cost: \$209,160

2029 Engine Replacement
 Total Cost: \$890,000
 Arden Hills Cost: \$221,610

Justification

More detailed explanations can be found in the Lake Johanna Capital Budget.

Expenditures	2023	2024	2025	2026	2027	Total
Equip/Vehicles/Furnishings			398,400		209,160	607,560
Total			398,400		209,160	607,560

Funding Sources	2023	2024	2025	2026	2027	Total
Public Safety Capital Fund			398,400		209,160	607,560
Total			398,400		209,160	607,560

Budget Impact/Other

There are no impacts to the operating budget of the City as it contracts for Fire Services from Lake Johanna Fire Department. Any savings as a result of this project would be reflected in the fire services contract in reduced maintenance costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Public Safety
 Contact City Administrator
 Type Improvement
 Useful Life
 Category Public Safety
 Priority n/a

Project # 25-Pub-005
 Project Name Lake Johanna Fire Dept Fire Station

TCAAP

Description Total Project Cost: \$1,560,000
 Construction of a new fire station.

Justification
 Maintaining the fire station is critical to public safety.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance			195,000	195,000	195,000	585,000
Total			195,000	195,000	195,000	585,000

Funding Sources	2023	2024	2025	2026	2027	Total
Public Safety Capital Fund			195,000	195,000	195,000	585,000
Total			195,000	195,000	195,000	585,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Sanitary Sewer Department
 Contact Public Works Director
 Type Maintenance
 Useful Life 20
 Category Sanitary Sewer Maintenance
 Priority 2 Very Important

Project # 23-Sew-001
 Project Name Lift Station Rehabilitation

TCAAP No

Description	Total Project Cost: \$622,000
Rehabilitation of lift stations to standardize and replace aging equipment, including pumps and electrical panels.	
Lift Station 5 - Forcemain (2023) \$300,000	
Lift Station 8 - Pumps, base and electronics (2027) \$90,000	
Lift Station 2 - Pumps, base and electronics (2028) \$75,000	
Lift Station 5 - Pumps, base and electronics (2029) \$77,000	
Lift Station 7 - Pumps, base and electronics (2030) \$80,000	

Justification
 The City has maintained a program to refurbish and update sanitary sewer lift stations on a 10-year cycle for reliability, technology and risk management.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	300,000				90,000	390,000
Total	300,000				90,000	390,000
Funding Sources	2023	2024	2025	2026	2027	Total
Sanitary Sewer Utility Fund	300,000				90,000	390,000
Total	300,000				90,000	390,000

Budget Impact/Other
 Reduced maintenance costs.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Sanitary Sewer Department
 Contact Public Works Director
 Type Maintenance
 Useful Life 30
 Category Sanitary Sewer Maintenance
 Priority 2 Very Important

Project # 23-Sew-002
 Project Name Sewer Lining/Rehabilitation

TCAAP No

Total Project Cost: \$1,900,000

Description
 Sewer Lining and Rehabilitation of the sanitary sewer system on a 2-year cycle.
 (2021): Lift Station 4 area, Lift Station 5 area, Oak Avenue and Lake Valentine Road
 (2023): Arden View Drive Neighborhood
 (2025): Lift Station 2 Service Trail
 (2027): Venus Avenue Neighborhood
 (2029): Glen Arden Neighborhood

Justification
 As part of our sanitary sewer program, lines found with holes and cracks allowing for infiltration should be lined or repaired as needed. As the sewer infrastructure is aging, staff will continue to perform sewer inspections and identify locations needing sewer lining and other sewer improvements.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	415,000		495,000		640,000	1,550,000
Total	415,000		495,000		640,000	1,550,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)			70,000			70,000
Ramsey County			50,000			50,000
Sanitary Sewer Utility Fund	415,000		275,000		640,000	1,330,000
Surface Water Mgmt Utility Funds			100,000			100,000
Total	415,000		495,000		640,000	1,550,000

Budget Impact/Other
 This project will help the overall I&I reduction program.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Street Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20-25
 Category Streets: Reconstruction
 Priority 3 Important

Project # 23-Str-002
 Project Name Old Snelling Ave/CR E Intersection Improvements

TCAAP No

Description Total Project Cost: \$757,000

The City and County have identified improvements for the intersection of County Road E and Old Snelling Road, including the potential construction of a roundabout. The Ramsey County TIP currently identifies project funding for this intersection improvement. The anticipated improvements include the following:

- Construction of a single lane roundabout at the intersection of County Road E and Old Snelling Avenue in partnership with Ramsey County;
- Replacement of watermain, sanitary sewer and storm sewer based on a condition assessment.

Justification

Sanitary sewer within the intersection is identified as an elevated priority for repairs/replacement. The County has identified segments for storm sewer within the intersection and extending north as needing replacement. A 2018 Intersection Control Evaluation study evaluated intersection options, including a 4-Way Stop, Traffic Signal, and Roundabout, and recommended construction of a single lane roundabout.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	757,000					757,000
Total	757,000					757,000

Funding Sources	2023	2024	2025	2026	2027	Total
Other	20,000					20,000
Sanitary Sewer Utility Fund	127,000					127,000
State Aid	450,000					450,000
Water Utility Funds	160,000					160,000
Total	757,000					757,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Street Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20-25
 Category Streets: Reconstruction
 Priority 2 Very Important

Project # 24-Str-001
 Project Name Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista

TCAAP No

Description Total Project Cost: \$2,300,000
 Pavement Management Program (PMP) improvements consisting of spot curb repair, resurfacing or full depth reclamation and new bituminous pavement, repairs to storm sewer inlets, drainage improvements, repairs to sanitary sewer manholes and castings, watermain improvements, hydrant and valve repairs. Street segments include Colleen Avenue/McClung (Hamline to Snelling), Brian Knoll Drive & Ct, Norma Avenue (Colleen to Dawn Circle), Arden Vista Ct, Royal Hills (Snelling to Arden View Dr), Kiethson Drive (96 South), and Royal Lane (Norma to Floral).

Justification
 Pavement conditions are deteriorating with condition ratings from 24 to 57. Proposed improvements are necessary to continue safe and reliable street and utility services. These improvements will address the increasing costs for patching and maintaining highly deteriorated street pavement within the City.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance		2,300,000				2,300,000
Total		2,300,000				2,300,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)		1,000,000				1,000,000
Other		1,000,000				1,000,000
Sanitary Sewer Utility Fund		50,000				50,000
Surface Water Mgmt Utility Funds		150,000				150,000
Water Utility Funds		100,000				100,000
Total		2,300,000				2,300,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Street Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20-25
 Category Streets: Reconstruction
 Priority 2 Very Important

Project # 26-Str-001
 Project Name Karth Lake East Streets, Glenhill & Cummings Park

TCAAP No

Total Project Cost: \$1,565,000

Description
 Pavement Management Program (PMP) improvements consisting of spot curb repair, resurfacing or full depth reclamation and new bituminous pavement, repairs to storm sewer inlets, repairs to sanitary sewer manholes and castings, hydrant and valve repairs. Street segments include: Karth Lake Dr (Pleasant Dr to Cul-de-Sac), Pleasant Drive (Amble to Karth Lake Dr), Pleasant Circle, Amble Drive (Karth Lake Dr to Lexington Avenue), Karth Lake Circle, Glenhill Road and Cummings Park Drive.
 Forcemain replacement at Glenhill crossing on MN-51.

Justification
 Pavement conditions are showing distress with condition ratings from 33 to 62, with exception of one segment of Pleasant Dr. Pavement conditions will continue to decline. Proposed improvements are necessary to continue safe and reliable street and utility services. These improvements will address the increasing costs for patching and maintaining highly deteriorated street pavement within the City.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance				1,565,000		1,565,000
Total				1,565,000		1,565,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)				550,000		550,000
Other				700,000		700,000
Other City Governments				30,000		30,000
Sanitary Sewer Utility Fund				95,000		95,000
State Aid				100,000		100,000
Surface Water Mgmt Utility Funds				60,000		60,000
Water Utility Funds				30,000		30,000
Total				1,565,000		1,565,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Surface Water Management D
 Contact Public Works Director
 Type Improvement
 Useful Life 20
 Category Storm Water Maintenance
 Priority 2 Very Important

Project # 23-Storm-001
 Project Name Karth Lake retaining wall

TCAAP No

Description Total Project Cost: \$100,000
 Replace failing retaining wall adjacent to the west bank of Karth Lake at the lake outlet pump. Staff will investigate alternatives, including repair/replacement of wall and removal of wall with bank stabilization measures. Short term repairs will be made to redirect drainage from being conveyed over the top of the wall.

Justification
 Existing retaining wall is in need of repairs.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	100,000					100,000
Total	100,000					100,000

Funding Sources	2023	2024	2025	2026	2027	Total
Surface Water Mgmt Utility Funds	100,000					100,000
Total	100,000					100,000

Budget Impact/Other
 Prevent erosion and address park safety issues.

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Surface Water Management D
 Contact Public Works Director
 Type Maintenance
 Useful Life 20-25
 Category Storm Water Maintenance
 Priority 2 Very Important

Project # 23-Storm-002
 Project Name Storm Sewer Structure Rehabilitation

TCAAP No

Description Total Project Cost: \$880,000
 Proposed improvements to storm sewer structures and Best Management Practices (BMPs).
 Reconstruct locations would coordinate with street improvement projects.

Justification
 Maintenance is required by the City's MS4 permit issued by the MPCA.
 Inspections have identified storm sewer structures that are beginning to fail which leads to sink holes and deterioration in the street, which results in reconstruction becoming necessary. Lining the adjustment rings in newer structures prevents this type of deterioration.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance	80,000	80,000	90,000	90,000	90,000	430,000
Total	80,000	80,000	90,000	90,000	90,000	430,000

Funding Sources	2023	2024	2025	2026	2027	Total
Surface Water Mgmt Utility Funds	80,000	80,000	90,000	90,000	90,000	430,000
Total	80,000	80,000	90,000	90,000	90,000	430,000

Budget Impact/Other

Capital Improvement Plan
City of Arden Hills, Minnesota

2023 *thru* 2027

Department Surface Water Management D

Contact Public Works Director

Type Maintenance

Useful Life 20-25

Category Storm Water Maintenance

Priority 2 Very Important

Project # 24-Storm-001
 Project Name Storm Pond and Outfall Maintenance

TCAAP No

Description

Total Project Cost: \$610,000

This project is the first phase of a program to address accumulated sediment within stormwater ponds in the City's drainage system to maintain system compliance with State MS4 requirements. Staff measured sediment accumulation in several ponds in 2019/2020 and identified the Benton Way pond in 2024 (\$300,000) and the Glen Arden pond in 2026 (\$200,000) as the higher priority maintenance locations within the drainage system.

Justification

Maintenance is required by the City's MS4 permit issued by the MPCA.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance		300,000		200,000		500,000
Total		300,000		200,000		500,000

Funding Sources	2023	2024	2025	2026	2027	Total
Surface Water Mgmt Utility Funds		300,000		200,000		500,000
Total		300,000		200,000		500,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Water Department
 Contact Public Works Director
 Type Unassigned
 Useful Life 10
 Category Utility Maintenance
 Priority 2 Very Important

Project # 24-W-001
 Project Name Water Tower Maintenance

TCAAP No

Description Total Project Cost: \$275,000

2024 - North Water Tower maintenance.
 Clean, inspect and repair tank interior of this 500,000 gallon storage facility in accordance with MN Department of Health guidelines.

2027 - South Water Tower maintenance.
 Clean, inspect and repair tank interior of this 1 million gallon storage facility in accordance with MN Department of Health guidelines.

2029 - North Water Tower maintenance.
 Clean, inspect and repair tank interior of this 500,000 gallon storage facility in accordance with MN Department of Health guidelines.

2032 - South Water Tower maintenance.
 Clean, inspect and repair tank interior of this 1 million gallon storage facility in accordance with MN Department of Health guidelines.

Listed costs are estimates only. Inspections will determine the extent of minor repairs required.

Justification

The MN Department of Health recommends that storage facilities for public water supply systems are inspected and maintained on a 5-year cycle.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance		60,000			80,000	140,000
Total		60,000			80,000	140,000

Funding Sources	2023	2024	2025	2026	2027	Total
Water Utility Funds		60,000			80,000	140,000
Total		60,000			80,000	140,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Water Department
 Contact Public Works Director
 Type Improvement
 Useful Life 20
 Category Utility Improvements
 Priority 3 Important

Project # 24-W-003
 Project Name Water Meter Replacement

TCAAP No

Total Project Cost: \$1,225,000

Description
 Commercial water meters were replaced in 1997. Residential water meters were replaced in 1999-2000. This is a placeholder for replacing them throughout the City.
 \$25,000 budgeted in 2023 for consultant work.

Justification

Expenditures	2023	2024	2025	2026	2027	Total
Other	25,000	1,200,000				1,225,000
Total	25,000	1,200,000				1,225,000

Funding Sources	2023	2024	2025	2026	2027	Total
Water Utility Funds	25,000	1,200,000				1,225,000
Total	25,000	1,200,000				1,225,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Water Department
 Contact Public Works Director
 Type Unassigned
 Useful Life 30
 Category Utility Improvements
 Priority 2 Very Important

Project # 24-W-004
 Project Name Trunk Water Main Improvements - Roseville

TCAAP No

Description Total Project Cost: \$375,000
 Proposed trunk watermain upgrade to 1,600 feet of existing 12-inch CIP to 16-inch DIP or PVC. Located within the City of Roseville along Hamline Avenue from Josephine Road to Glenhill Road.

Justification
 This upgrade is vital to support the future TCAAP development by allowing the future water tower to operate at appropriate water levels.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance		375,000				375,000
Total		375,000				375,000

Funding Sources	2023	2024	2025	2026	2027	Total
Water Utility Funds		375,000				375,000
Total		375,000				375,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Water Department
 Contact Public Works Director
 Type Unassigned
 Useful Life 20
 Category Utility Maintenance
 Priority 2 Very Important

Project # 25-W-002
 Project Name Booster Station Improvements

TCAAP No

Description Total Project Cost: \$95,000
 Rehabilitation of pumps, motors, electrical system and building components. This project begins a proactive process to address aging mechanical equipment to minimize station failures and unscheduled outages. Staff will conduct further evaluation of system components to identify specific improvements and refine cost estimates.

Justification
 The booster station is a critical component of the water distribution system to supply water to the northern portion of the City. Proactive rehabilitation will better manage risks associated with water supply disruptions.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance			95,000			95,000
Total			95,000			95,000

Funding Sources	2023	2024	2025	2026	2027	Total
Water Utility Funds			95,000			95,000
Total			95,000			95,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 thru 2027

Department Water Department
 Contact Public Works Director
 Type Unassigned
 Useful Life 30
 Category Utility Maintenance
 Priority 3 Important

Project # 26-W-002
 Project Name MN-51 Watermain Crossing Improvements

TCAAP No

Total Project Cost: \$190,000

Description
 Proposed replacement of watermain crossings along MN-51 at Glenhill Road (8-inch CIP), between Cummings Lane and Ingerson Road (8-inch CIP), and near Red Fox Road (12-inch CIP). New watermain will consist of DIP or PVC.

Justification
 The existing watermain material is CIP and over 50 years old. CIP is more prone to breaks as it ages compared to DIP or PVC. These crossings are vital to supplying consistent water distribution on each side of MN-51. MnDOT is scheduled to resurface MN-51 in 2026.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance				190,000		190,000
Total				190,000		190,000

Funding Sources	2023	2024	2025	2026	2027	Total
Water Utility Funds				190,000		190,000
Total				190,000		190,000

Budget Impact/Other

Capital Improvement Plan
 City of Arden Hills, Minnesota

2023 *thru* 2027

Department Water Department
 Contact Public Works Director
 Type Unassigned
 Useful Life 10
 Category Utility Maintenance
 Priority 2 Very Important

Project # 26-W-003
 Project Name Trunk Water Main Improvements

TCAAP No

Description Total Project Cost: \$315,000
 Evaluated the condition of 16" water main between North and South towers to determine the degree of corrosion and deterioration in 2020-2021. The evaluation will develop a long-term plan for rehabilitation of this critical water main segment.

Justification
 The trunk water main extending between the north and south elevated storage tanks is one of the most important and critical segments of the water distribution system for supplying water to the northern portion of the City. Segments of the water main have been in service for more than 52 years.

Expenditures	2023	2024	2025	2026	2027	Total
Construction/Maintenance				315,000		315,000
Total				315,000		315,000

Funding Sources	2023	2024	2025	2026	2027	Total
Water Utility Funds				315,000		315,000
Total				315,000		315,000

Budget Impact/Other

City of Arden Hills, Minnesota
Capital Improvement Plan
 2023 thru 2027

FUNDING SOURCE SUMMARY

Source	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)	886,000	1,360,000	586,000	950,000	450,000	4,232,000
EDA General Fund		270,000		40,000		310,000
Equipment/Building Replacement Fund	345,000	308,000	408,000	188,000	425,000	1,674,000
Grants	639,700			200,000		839,700
Other	20,000	1,000,000		700,000		1,720,000
Other City Governments				30,000		30,000
Public Safety Capital Fund	39,770	91,440	622,350	409,580	453,440	1,616,580
Ramsey County	200,000		50,000			250,000
Sanitary Sewer Utility Fund	842,000	50,000	275,000	95,000	730,000	1,992,000
State Aid	450,000			100,000		550,000
Surface Water Mgmt Utility Funds	180,000	530,000	190,000	350,000	90,000	1,340,000
Trade-In Value	40,000	68,000	17,000	32,000	55,000	212,000
Water Utility Funds	185,000	1,735,000	95,000	535,000	80,000	2,630,000
GRAND TOTAL	3,827,470	5,412,440	2,243,350	3,629,580	2,283,440	17,396,280

City of Arden Hills, Minnesota

Capital Improvement Plan

2023 thru 2027

PROJECTS BY FUNDING SOURCE

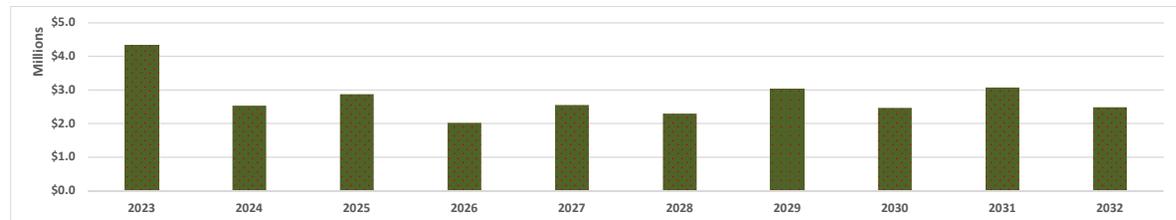
Source	Project #	Priority	2023	2024	2025	2026	2027	Total
Capital Improvement Funds (PIR)								
Arden Manor Park Improvements	23-Park-001	3	50,000					50,000
Park Shelter Roof Replacements	23-Park-002	4	30,000		90,000		30,000	150,000
Playground Structure Replacement	23-Park-003	3	150,000		256,000		130,000	536,000
Perry & Cummings Park Roof Maintenance	23-Park-004	3	30,000		30,000			60,000
MVHS Trail Improvements	23-Park-006	2	200,000					200,000
Sewer Lining/Rehabilitation	23-Sew-002	2			70,000			70,000
Hard Court Reconstruction	24-Park-001	3	426,000	80,000	140,000		40,000	686,000
Hazelnut Park Parking Lot Improvements	24-Park-002	4		280,000				280,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001	2		1,000,000				1,000,000
MN-51 Trail Connection	26-Park-005	n/a				400,000		400,000
Karth Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				550,000		550,000
Perry Park Parking Lot Improvements	27-Park-005	4					250,000	250,000
Capital Improvement Funds (PIR) Total			886,000	1,360,000	586,000	950,000	450,000	4,232,000
EDA General Fund								
Gateway Signs	24-EDA-001	n/a		270,000		40,000		310,000
EDA General Fund Total				270,000		40,000		310,000
Equipment/Building Replacement Fund								
City Hall Maintenance	23-Bldg-005	2	50,000	50,000	50,000	50,000	50,000	250,000
Replace 2014 Bobcat Toolcat #453	23-Eqp-001	3	55,000					55,000
Replace 2012 Int'l Plow Wing Truck #115	23-EqpV-001	n/a	120,000	120,000				240,000
Replace F-450 Truck #211	23-EqpV-002	3	120,000					120,000
Trade in Program Toro Z Mowers #473 & #474	24-Eqp-001	3		30,000			30,000	60,000
Replace 2012 F-450 Dump Body/Plow Truck #441	24-EqpV-001	3		80,000				80,000
Building Inspector Vehicle #504	24-EqpV-003	n/a		28,000				28,000
City Hall roof	25-Bldg-002	3			150,000			150,000
Replace 1993 Case 621 Loader #103	25-Eqp-001	n/a			185,000			185,000
Replace 1996 Wacker 880 Roller #106	25-Eqp-002	3			23,000			23,000
Replace 2018 Toro Large Area Mower #457	26-Eqp-001	3				70,000		70,000
Replace 2016 F-350 w/V-Plow and Liftgate #215	26-EqpV-001	3				68,000		68,000
Replace Sterling Acterra Truck #431	27-EqpV-001	3					150,000	150,000
Replace 2016 F-350 Pickup w/Liftgate #455	27-EqpV-002	4					65,000	65,000
Replace 2017 Mack Plow/Wing/Dump Truck #123	27-EqpV-003	5					130,000	130,000
Equipment/Building Replacement Fund Total			345,000	308,000	408,000	188,000	425,000	1,674,000
Grants								
Arden Manor Park Improvements	23-Park-001	3	189,700					189,700
MVHS Trail Improvements	23-Park-006	2	450,000					450,000
MN-51 Trail Connection	26-Park-005	n/a				200,000		200,000

Source	Project #	Priority	2023	2024	2025	2026	2027	Total
Grants Total			639,700			200,000		839,700
Other								
Old Snelling Ave/CR E Intersection Improvements	23-Str-002	3	20,000					20,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001	2		1,000,000				1,000,000
Karh Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				700,000		700,000
Other Total			20,000	1,000,000		700,000		1,720,000
Other City Governments								
Karh Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				30,000		30,000
Other City Governments Total						30,000		30,000
Public Safety Capital Fund								
LJFD Rescue/Chief/Utility Vehicle Replacement	23-Pub-002	n/a	1,500	59,010	1,500	84,840	24,280	171,130
LJFD General Equipment	23-Pub-003	n/a	15,240	15,000	15,000	119,740	15,000	179,980
LJFD Station Capital	23-Pub-004	n/a	23,030	17,430	12,450	10,000	10,000	72,910
LJFD Engine/Ladder Replacement	25-Pub-001	n/a			398,400		209,160	607,560
Lake Johanna Fire Dept Fire Station	25-Pub-005	n/a			195,000	195,000	195,000	585,000
Public Safety Capital Fund Total			39,770	91,440	622,350	409,580	453,440	1,616,580
Ramsey County								
MVHS Trail Improvements	23-Park-006	2	200,000					200,000
Sewer Lining/Rehabilitation	23-Sew-002	2			50,000			50,000
Ramsey County Total			200,000		50,000			250,000
Sanitary Sewer Utility Fund								
Lift Station Rehabilitation	23-Sew-001	2	300,000				90,000	390,000
Sewer Lining/Rehabilitation	23-Sew-002	2	415,000		275,000		640,000	1,330,000
Old Snelling Ave/CR E Intersection Improvements	23-Str-002	3	127,000					127,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001	2		50,000				50,000
Karh Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				95,000		95,000
Sanitary Sewer Utility Fund Total			842,000	50,000	275,000	95,000	730,000	1,992,000
State Aid								
Old Snelling Ave/CR E Intersection Improvements	23-Str-002	3	450,000					450,000
Karh Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				100,000		100,000
State Aid Total			450,000			100,000		550,000
Surface Water Mgmt Utility Funds								
Sewer Lining/Rehabilitation	23-Sew-002	2			100,000			100,000
Karh Lake retaining wall	23-Storm-001	2	100,000					100,000
Storm Sewer Structure Rehabilitation	23-Storm-002	2	80,000	80,000	90,000	90,000	90,000	430,000
Storm Pond and Outfall Maintenance	24-Storm-001	2		300,000		200,000		500,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001	2		150,000				150,000
Karh Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				60,000		60,000

Source	Project #	Priority	2023	2024	2025	2026	2027	Total
Surface Water Mgmt Utility Funds Total			180,000	530,000	190,000	350,000	90,000	1,340,000
Trade-In Value								
Replace 2014 Bobcat Toolcat #453	23-Eqp-001	3	20,000					20,000
Replace 2012 Int'l Plow Wing Truck #115	23-EqpV-001	n/a		30,000				30,000
Replace F-450 Truck #211	23-EqpV-002	3	20,000					20,000
Trade in Program Toro Z Mowers #473 & #474	24-Eqp-001	3		15,000			15,000	30,000
Replace 2012 F-450 Dump Body/Plow Truck #441	24-EqpV-001	3		15,000				15,000
Building Inspector Vehicle #504	24-EqpV-003	n/a		8,000				8,000
Replace 1993 Case 621 Loader #103	25-Eqp-001	n/a			15,000			15,000
Replace 1996 Wacker 880 Roller #106	25-Eqp-002	3			2,000			2,000
Replace 2018 Toro Large Area Mower #457	26-Eqp-001	3				20,000		20,000
Replace 2016 F-350 w/V-Plow and Liftgate #215	26-EqpV-001	3				12,000		12,000
Replace Sterling Acterra Truck #431	27-EqpV-001	3					30,000	30,000
Replace 2016 F-350 Pickup w/Liftgate #455	27-EqpV-002	4					10,000	10,000
Trade-In Value Total			40,000	68,000	17,000	32,000	55,000	212,000
Water Utility Funds								
Old Snelling Ave/CR E Intersection Improvements	23-Str-002	3	160,000					160,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001	2		100,000				100,000
Water Tower Maintenance	24-W-001	2		60,000			80,000	140,000
Water Meter Replacement	24-W-003	3	25,000	1,200,000				1,225,000
Trunk Water Main Improvements - Roseville	24-W-004	2		375,000				375,000
Booster Station Improvements	25-W-002	2			95,000			95,000
Karth Lake East Streets, Glenhill & Cummings Park	26-Str-001	2				30,000		30,000
MN-51 Watermain Crossing Improvements	26-W-002	3				190,000		190,000
Trunk Water Main Improvements	26-W-003	2				315,000		315,000
Water Utility Funds Total			185,000	1,735,000	95,000	535,000	80,000	2,630,000
GRAND TOTAL			3,827,470	5,412,440	2,243,350	3,629,580	2,283,440	17,396,280

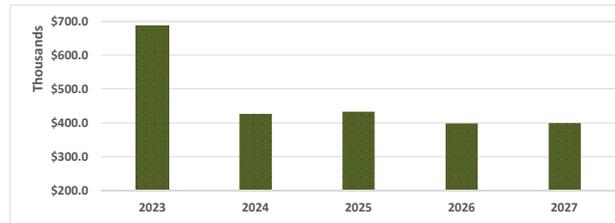
City of Arden Hills, Minnesota
Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Capital Improvement Funds (PIR)											
Beginning Balance	5,924,793	4,978,096	4,319,496	2,531,336	2,871,426	2,021,066	2,557,006	2,294,996	3,018,806	2,463,566	3,075,286
Revenues and Other Fund Sources											
Donations - Bethel	150,000	150,000	-	-	-	-	-	-	-	-	-
Transfers	417,540	-	-	-	-	-	-	-	-	-	-
Interest Income	29,250	-	-	-	-	-	-	-	-	-	-
Special Assessments	376,113	297,400	321,840	366,090	339,640	425,940	377,990	394,760	394,760	505,720	456,610
MSA State Street Aid (cash basis)	-	-	-	310,000	310,000	310,000	310,000	257,050	350,000	-	227,500
Grants	-	839,700	-	50,000	230,000	-	-	-	-	-	-
Tax Levy	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Total Revenues and Other Fund Sources	1,222,903	1,537,100	571,840	976,090	1,129,640	985,940	937,990	901,810	994,760	755,720	934,110
Total Funds Available	7,147,696	6,515,196	4,891,336	3,507,426	4,001,066	3,007,006	3,494,996	3,196,806	4,013,566	3,219,286	4,009,396
Expenditures and Uses											
Feasibility study - Lake Valentine to CR 96 Trail	(50,000)	-	-	-	-	-	-	-	-	-	-
Hard Court Reconstruction	-	(426,000)	(80,000)	(140,000)	-	(40,000)	-	(40,000)	-	-	-
Arden Manor Park Improvements	(10,000)	(239,700)	-	-	-	-	-	-	-	-	-
Perry & Cummings Park Roof Maintenance	-	(30,000)	-	(30,000)	-	-	-	-	-	-	-
Playground Structure Replacement	-	(150,000)	-	(256,000)	-	(130,000)	-	(138,000)	-	(144,000)	-
Park Shelter Roof Replacements	-	(30,000)	-	(90,000)	-	(30,000)	-	-	-	-	-
MVHS Trail	-	(850,000)	-	-	-	-	-	-	-	-	-
MN-51 Trail Connection	-	-	-	-	(600,000)	-	-	-	-	-	-
Hazelnut Park Parking Lot	-	-	(280,000)	-	-	-	-	-	-	-	-
Perry Park Parking Lot	-	-	-	-	-	(250,000)	-	-	-	-	-
2018 County Road F Project	72,750	-	-	-	-	-	-	-	-	-	-
Hamline Avenue crosswalks	-	-	-	-	-	-	-	-	-	-	-
2021 PMP - Hazelnut Neighborhood	(130,880)	-	-	-	-	-	-	-	-	-	-
Arden Oaks Neighborhood Streets	(449,000)	-	-	-	-	-	-	-	-	-	-
Old Snelling Ave PMP, CR E - Hwy 51	(1,194,550)	-	-	-	-	-	-	-	-	-	-
Lexington Improvements	(407,920)	-	-	-	-	-	-	-	-	-	-
Old Snelling Ave/CR E Intersection Improvements	-	(470,000)	-	-	-	-	-	-	-	-	-
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	-	-	(2,000,000)	-	-	-	-	-	-	-	-
Karth Lake East Neighborhood Streets	-	-	-	-	(1,380,000)	-	-	-	-	-	-
Tiller/Dunlap/Benton Way Resurface/Replace	-	-	-	-	-	-	(1,200,000)	-	-	-	-
Northwoods/Stowe/Red Fox/Grey Fox Resurface	-	-	-	-	-	-	-	-	(1,550,000)	-	-
Chatham/McCracken/Brighton Way/Lk Valentine Resurface	-	-	-	-	-	-	-	-	-	-	(1,525,000)
Sanitary Sewer Lining - Venus Neighborhood	-	-	-	(120,000)	-	-	-	-	-	-	-
Total Expenditures and Uses	(2,169,600)	(2,195,700)	(2,360,000)	(636,000)	(1,980,000)	(450,000)	(1,200,000)	(178,000)	(1,550,000)	(144,000)	(1,525,000)
Change in Fund Balance	(946,697)	(658,600)	(1,788,160)	340,090	(850,360)	535,940	(262,010)	723,810	(555,240)	611,720	(590,890)
Ending Balance	4,978,096	4,319,496	2,531,336	2,871,426	2,021,066	2,557,006	2,294,996	3,018,806	2,463,566	3,075,286	2,484,396



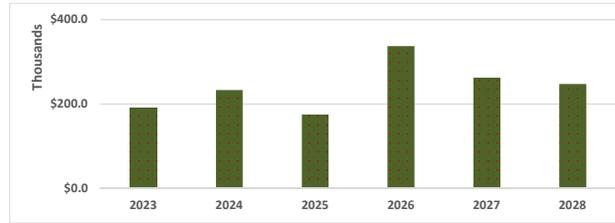
City of Arden Hills, Minnesota
 Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027
EDA General Fund						
Beginning Balance	657,906	673,586	686,036	425,856	432,976	397,306
Revenues and Other Fund Sources						
Interest Income	2,850	-	-	-	-	-
Tax Levy	100,000	100,000	100,000	100,000	100,000	100,000
Total Revenues and Other Fund Sources	102,850	100,000	100,000	100,000	100,000	100,000
Total Funds Available	760,756	773,586	786,036	525,856	532,976	497,306
Expenditures and Uses						
Gateway Signs	-	-	(270,000)	-	(40,000)	-
Operating Expenditures	(87,170)	(87,550)	(90,180)	(92,880)	(95,670)	(98,540)
Total Expenditures and Uses	(87,170)	(87,550)	(360,180)	(92,880)	(135,670)	(98,540)
Change in Fund Balance	15,680	12,450	(260,180)	7,120	(35,670)	1,460
Ending Balance	673,586	686,036	425,856	432,976	397,306	398,766



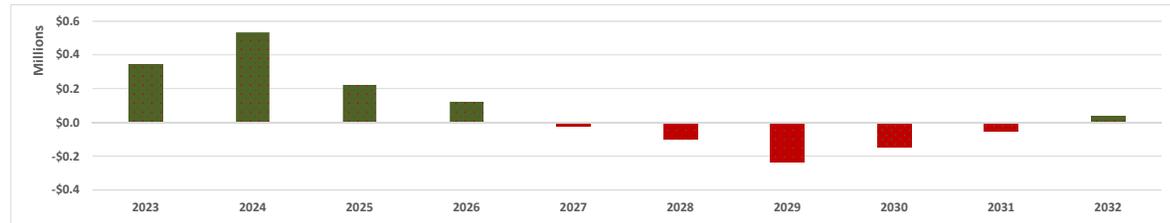
City of Arden Hills, Minnesota
Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027	2028
Equipment/Building Replacement Fund							
Beginning Balance	261,892	186,367	191,367	233,367	175,367	337,367	262,367
Revenues and Other Fund Sources							
Transfers from Utility funds	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Interest Income	2,500	-	-	-	-	-	-
Trade in Value	26,500	40,000	68,000	17,000	32,000	55,000	35,000
Tax Levy	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Revenues and Other Fund Sources	379,000	390,000	418,000	367,000	382,000	405,000	385,000
Total Funds Available	640,892	576,367	609,367	600,367	557,367	742,367	647,367
Expenditures and Uses							
HVAC	(15)	-	-	-	-	-	(200,000)
Parking Lot	(247,438)	-	-	-	-	-	-
Roof	-	-	-	(150,000)	-	-	-
Maintenance/repair placeholder	(6,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Vehicles	(105,342)	(260,000)	(281,000)	-	(80,000)	(385,000)	(150,000)
Equipment	(95,730)	(75,000)	(45,000)	(225,000)	(90,000)	(45,000)	-
Total Expenditures and Uses	(454,525)	(385,000)	(376,000)	(425,000)	(220,000)	(480,000)	(400,000)
Change in Fund Balance	(75,525)	5,000	42,000	(58,000)	162,000	(75,000)	(15,000)
Ending Balance	186,367	191,367	233,367	175,367	337,367	262,367	247,367



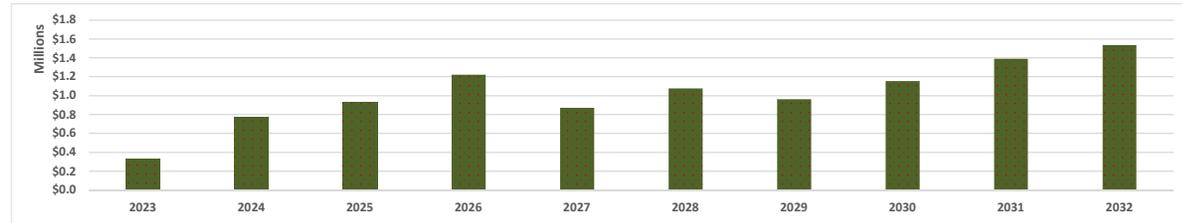
City of Arden Hills, Minnesota
Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Public Safety Capital Fund											
Beginning Balance	173,067	136,367	341,597	535,157	222,807	123,227	(20,213)	(99,163)	(232,513)	(142,513)	(52,513)
Revenues and Other Fund Sources											
Charitable Gambling	30,000	25,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Interest Income	550	-	-	-	-	-	-	-	-	-	-
Tax Levy	170,000	220,000	270,000	295,000	295,000	295,000	295,000	295,000	295,000	295,000	295,000
Total Revenues and Other Fund Sources	200,550	245,000	285,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000
Total Funds Available	373,617	381,367	626,597	845,157	532,807	433,227	289,787	210,837	77,487	167,487	257,487
Expenditures and Uses											
LJFD Engine/Ladder Replacement	(187,500)	-	-	(398,400)	-	(209,160)	-	(221,610)	-	-	-
LJFD Rescue/Chief/Utility Vehicle Replacement	(20,500)	(1,500)	(59,010)	(1,500)	(84,840)	(24,280)	(168,950)	(1,740)	-	-	-
LJFD General Equipment	(24,170)	(15,240)	(15,000)	(15,000)	(119,740)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
LJFD Station Capital	(5,080)	(23,030)	(17,430)	(12,450)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
Lake Johanna Fire Dept Fire Station	-	-	-	(195,000)	(195,000)	(195,000)	(195,000)	(195,000)	(195,000)	(195,000)	(195,000)
Total Expenditures and Uses	(237,250)	(39,770)	(91,440)	(622,350)	(409,580)	(453,440)	(388,950)	(443,350)	(220,000)	(220,000)	(220,000)
Change in Fund Balance	(36,700)	205,230	193,560	(312,350)	(99,580)	(143,440)	(78,950)	(133,350)	90,000	90,000	90,000
Ending Balance	136,367	341,597	535,157	222,807	123,227	(20,213)	(99,163)	(232,513)	(142,513)	(52,513)	37,487



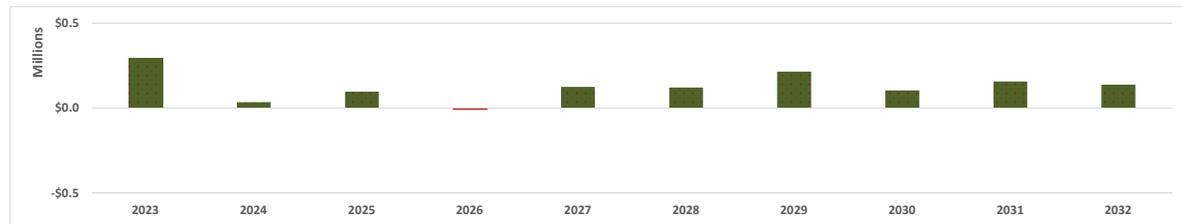
City of Arden Hills, Minnesota
Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Sanitary Sewer Utility Fund											
Beginning Balance	743,125	697,520	327,230	768,910	931,000	1,222,060	872,370	1,076,065	961,615	1,155,765	1,389,145
Revenues and Other Fund Sources											
Operating Revenue	2,213,885	2,286,040	2,354,320	2,354,420	2,354,520	2,401,450	2,449,320	2,449,430	2,449,540	2,449,650	2,449,760
Grants	150,460	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Fund Sources	2,364,345	2,286,040	2,354,320	2,354,420	2,354,520	2,401,450	2,449,320	2,449,430	2,449,540	2,449,650	2,449,760
Total Funds Available	3,107,470	2,983,560	2,681,550	3,123,330	3,285,520	3,623,510	3,321,690	3,525,495	3,411,155	3,605,415	3,838,905
Expenditures and Use											
Lift Station Rehabilitation	(382,620)	(300,000)	-	-	-	(90,000)	(75,000)	(77,000)	(80,000)	-	-
Sewer Lining/Rehabilitation	(195,710)	(415,000)	-	(275,000)	-	(640,000)	-	(350,000)	-	-	-
2021 PMP - Hazelnut Neighborhood	-	-	-	-	-	-	-	-	-	-	-
Arden Oaks Neighborhood Streets	(20,360)	-	-	-	-	-	-	-	-	-	-
Old Snelling Ave PMP, CR E - Hwy 51	(23,060)	-	-	-	-	-	-	-	-	-	-
Old Snelling Ave/CR E Intersection Improvements	-	(127,000)	-	-	-	-	-	-	-	-	-
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	-	-	(50,000)	-	-	-	-	-	-	-	-
Karth Lake East Neighborhood Streets	-	-	-	-	(95,000)	-	-	-	-	-	-
Tiller/Dunlap/Benton Way Resurface/Replace	-	-	-	-	-	-	(95,000)	-	-	-	-
Northwoods/Stowe/Red Fox/Grey Fox Resurface	-	-	-	-	-	-	-	-	(20,000)	-	-
Chatham/McCracken/Brighton Way/Lk Valentine Resurface	-	-	-	-	-	-	-	-	-	-	(25,000)
Debt Service	(39,450)	(38,250)	(37,050)	(40,750)	(39,350)	(37,950)	(36,725)	(40,600)	-	-	-
Operating Expenses	(1,622,750)	(1,650,080)	(1,699,590)	(1,750,580)	(1,803,110)	(1,857,190)	(1,912,900)	(1,970,280)	(2,029,390)	(2,090,270)	(2,152,980)
Operating transfer to Equipment Fund	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)	(126,000)
Total Expenditures and Uses	(2,409,950)	(2,656,330)	(1,912,640)	(2,192,330)	(2,063,460)	(2,751,140)	(2,245,625)	(2,563,880)	(2,255,390)	(2,216,270)	(2,303,980)
Change in Fund Balance	(45,605)	(370,290)	441,680	162,090	291,060	(349,690)	203,695	(114,450)	194,150	233,380	145,780
Ending Balance	697,520	327,230	768,910	931,000	1,222,060	872,370	1,076,065	961,615	1,155,765	1,389,145	1,534,925



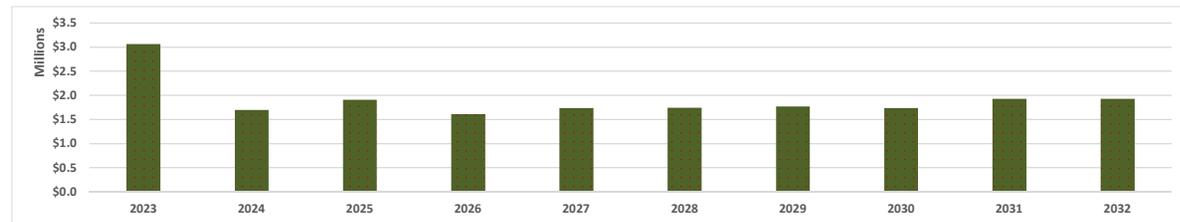
City of Arden Hills, Minnesota
Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Surface Water Mgmt Utility Funds											
Beginning Balance	44,508	187,648	295,348	35,588	97,848	(8,422)	126,228	121,218	215,968	104,868	157,288
Revenues and Other Fund Sources											
Operating Revenue	930,450	953,770	953,770	953,770	953,770	953,770	953,770	953,770	953,770	953,770	953,770
Grants	80,830	-	-	-	-	-	-	-	-	-	-
Total Revenues and Other Fund Sources	1,011,280	953,770	953,770	953,770	953,770	953,770	953,770	953,770	953,770	953,770	953,770
Total Funds Available	1,055,788	1,141,418	1,249,118	989,358	1,051,618	945,348	1,079,998	1,074,988	1,169,738	1,058,638	1,111,058
Expenditures and Uses											
2021 PMP - Hazelnut Neighborhood	Streets	(13,380)	-	-	-	-	-	-	-	-	-
Arden Oaks Neighborhood Streets	Streets	(168,670)	-	-	-	-	-	-	-	-	-
Old Snelling Ave PMP, CR E - Hwy 51	Streets	(32,570)	-	-	-	-	-	-	-	-	-
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	Streets	-	-	(150,000)	-	-	-	-	-	-	-
Karth Lake East Neighborhood Streets	Streets	-	-	-	(60,000)	-	-	-	-	-	-
Tiller/Dunlap/Benton Way Resurface/Replace	Streets	-	-	-	-	-	(120,000)	-	-	-	-
Northwoods/Stowe/Red Fox/Grey Fox Resurface	Streets	-	-	-	-	-	-	(75,000)	-	-	-
Chatham/McCracken/Brighton Way/Lk Valentine Resurface	Streets	-	-	-	-	-	-	-	-	-	(50,000)
Karth Lake runoff control	Storm	-	-	-	-	-	-	-	-	-	-
Shorewood Drive drainage	Storm	-	-	-	-	-	-	-	-	-	-
Storm Sewer Structure Rehabilitation	Storm	(65,000)	(80,000)	(80,000)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)	(90,000)
Karth Lake retaining wall	Storm	-	(100,000)	-	-	-	-	-	-	-	-
Storm Pond and Outfall Maintenance	Storm	-	-	(300,000)	-	(200,000)	-	-	(110,000)	-	-
Sanitary Sewer Lining - Venus Neighborhood	Sewer	-	-	-	(100,000)	-	-	-	-	-	-
Operating Expenses		(514,520)	(592,070)	(609,530)	(627,510)	(636,040)	(655,120)	(674,780)	(695,020)	(715,870)	(737,350)
Transfer to Equipment Fund		(74,000)	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)	(74,000)
Total Expenditures and Uses		(868,140)	(846,070)	(1,213,530)	(891,510)	(1,060,040)	(819,120)	(958,780)	(1,064,870)	(901,350)	(973,470)
Change in Fund Balance		143,140	107,700	(259,760)	62,260	(106,270)	134,650	(5,010)	94,750	(111,100)	52,420
Ending Balance		187,648	295,348	35,588	97,848	(8,422)	126,228	121,218	215,968	104,868	137,588



City of Arden Hills, Minnesota
Capital Improvement Plan
SOURCES AND USES OF FUNDS

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Water Utility Funds											
Beginning Balance	2,366,878	2,682,423	3,063,913	1,695,413	1,907,353	1,613,153	1,734,133	1,742,763	1,767,898	1,733,818	1,924,638
Revenues and Other Fund Sources											
Operating Revenue	2,660,245	2,749,450	2,831,230	2,831,820	2,832,420	2,860,910	2,889,690	2,890,320	2,890,970	2,891,630	2,892,300
Grants	748,920	160,000	-	-	-	-	-	-	-	-	-
Total Revenues and Other Fund Sources	3,409,165	2,909,450	2,831,230	2,831,820	2,832,420	2,860,910	2,889,690	2,890,320	2,890,970	2,891,630	2,892,300
Total Funds Available	5,776,043	5,591,873	5,895,143	4,527,233	4,739,773	4,474,063	4,623,823	4,633,083	4,658,868	4,625,448	4,816,938
Expenditures and Uses											
2021 PMP - Hazelnut Neighborhood	Streets	-	-	-	-	-	-	-	-	-	-
Arden Oaks Neighborhood Streets	Streets	(5,010)	-	-	-	-	-	-	-	-	-
Old Snelling Ave PMP, CR E - Hwy 51	Streets	(290,290)	-	-	-	-	-	-	-	-	-
Lexington Avenue, CR E to 694	Streets	(458,630)	-	-	-	-	-	-	-	-	-
Old Snelling Ave/CR E Intersection Improvements	Streets	-	(160,000)	-	-	-	-	-	-	-	-
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	Streets	-	-	(100,000)	-	-	-	-	-	-	-
Karth Lake East Neighborhood Streets	Streets	-	-	-	-	(30,000)	-	-	-	-	-
Tiller/Dunlap/Benton Way Resurface/Replace	Streets	-	-	-	-	-	(150,000)	-	-	-	-
Northwoods/Stowe/Red Fox/Grey Fox Resurface	Streets	-	-	-	-	-	-	-	(300,000)	-	-
Chatham/McCracken/Brighton Way/Lk Valentine Resurface	Streets	-	-	-	-	-	-	-	-	-	(40,000)
Water Tower Maintenance	Water	(75,000)	-	(60,000)	-	-	(80,000)	-	(65,000)	-	(70,000)
Booster Station Improvements	Water	-	-	-	(95,000)	-	-	-	-	-	-
Trunk Water Main Improvements	Water	-	-	(375,000)	-	(315,000)	-	-	-	-	-
MN-51 Watermain Crossing	Water	-	-	-	-	(190,000)	-	-	-	-	-
Water Meters	Water	-	(25,000)	(1,200,000)	-	-	-	-	-	-	-
Debt Service		(250,750)	(248,050)	(250,050)	(246,750)	(248,150)	(249,150)	(250,950)	(248,675)	-	-
Operating Expenses		(1,913,940)	(1,994,910)	(2,114,680)	(2,178,130)	(2,243,470)	(2,310,780)	(2,380,110)	(2,451,510)	(2,525,050)	(2,600,810)
Transfer to Equipment Fund		(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Total Expenditures and Uses		(3,093,620)	(2,527,960)	(4,199,730)	(2,619,880)	(3,126,620)	(2,739,930)	(2,881,060)	(2,865,185)	(2,925,050)	(2,700,810)
Change in Fund Balance		315,545	381,490	(1,368,500)	211,940	(294,200)	120,980	8,630	25,135	(34,080)	190,820
Ending Balance		2,682,423	3,063,913	1,695,413	1,907,353	1,613,153	1,734,133	1,742,763	1,767,898	1,733,818	1,924,638



City of Arden Hills, Minnesota
Capital Improvement Plan

2023 thru 2032

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Street Department												
Old Snelling Ave/CR E Intersection Improvements	23-Str-002	757,000										757,000
Colleen/Norma/Briar Knoll/Royal Hills/Arden Vista	24-Str-001		2,300,000									2,300,000
Karth Lake East Streets, Glenhill & Cummings Park	26-Str-001				1,565,000							1,565,000
Tiller/Dunlap/Benton Way & Fernwood	28-Str-001						1,565,000					1,565,000
Northwoods/Stowe/Red Fox/Grey Fox/Round Lk/Dunlap	30-Str-001								1,945,000			1,945,000
Chatham/McCracken/Brighton Way/Lake Valentine	32-Str-001										1,640,000	1,640,000
Street Department Total		757,000	2,300,000		1,565,000		1,565,000		1,945,000		1,640,000	9,772,000
<i>Capital Improvement Funds (PIR)</i>												
			1,000,000		550,000		600,000		300,000		580,000	3,030,000
<i>Other</i>												
		20,000	1,000,000		700,000		600,000		900,000		717,500	3,937,500
<i>Other City Governments</i>												
					30,000							30,000
<i>Sanitary Sewer Utility Fund</i>												
		127,000	50,000		95,000		95,000		20,000		25,000	412,000
<i>State Aid</i>												
		450,000			100,000				350,000		227,500	1,127,500
<i>Surface Water Mgmt Utility Funds</i>												
			150,000		60,000		120,000		75,000		50,000	455,000
<i>Water Utility Funds</i>												
		160,000	100,000		30,000		150,000		300,000		40,000	780,000
Street Department Total		757,000	2,300,000		1,565,000		1,565,000		1,945,000		1,640,000	9,772,000
Grand Total		757,000	2,300,000		1,565,000		1,565,000		1,945,000		1,640,000	9,772,000

Future Financial Forecasting

As discussed earlier in this document, the City of Arden Hills has been focusing on the financial well being of the community, and in doing so has completed a preliminary ten-year forecast for the City. The purpose of a ten-year forecast is to provide a long-term view of General Fund revenues, expenditures, and the assessment districts in the City. The information provided in this section of the budget will enable the City Council to evaluate the impact of policy choices on the long-term fiscal health of the City.

The City Council can change the City's long-term financial outlook based upon actions taken or policies enacted. The ten-year forecast will enable the City Council to act more strategically and to understand the impact of its decisions.

The City Council is often faced with making decisions that have long-term fiscal impacts. Some of these decisions include:

- Long-term consequences of employee pay and benefit policies.
- Long-term financial responsibilities for increased City maintained parks.
- Financial implications of growth policies adopted by the City Council.
- Long-term consequences of water usage and continuing the current rate structure.

Forecasting Assumptions

The overall fiscal strategy will be based on compliance with the City's General Plan and the achievement of a variety of community service and infrastructure goals.

Glossary of Budget Terms

Account

A term used to identify an individual asset, liability, expenditure control, revenue control, or fund balance.

Accounts Payable

Amounts owed to others for goods or services received.

Accounts Receivable

Amounts due from others for goods furnished or services rendered.

Accounting System

The total set of records and procedures which are used to record, classify and report information on financial status and operations of an entity.

Accrual Basis of Accounting

The method of accounting under which revenues are recorded when they are earned and expenditures are recorded when goods and services are received.

Activity

A specific and distinguishable line of work performed by one or more organizational components of a governmental unit for the purpose of accomplishing a function for which the governmental unit is responsible. For example, "Code Enforcement" is an activity performed in the discharge of the "Public Safety" function.

Adoption

The formal action taken by the City Council to authorize or approve the budget.

Ad Valorem

In proportion to value, a basis for levying taxes upon property.

Agency Fund

A fund consisting of resources received and held by the governmental unit as an agent for others or other funds of the governmental unit.

Appropriation

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is limited in amount to the time it may be expended.

Assessed Valuation

Value placed upon real estate or other property as a basis for levying taxes.

Assessments

Charges made to parties for actual services or benefits received.

Assets

Property owned by a governmental unit, which has a monetary value.

Audit

The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for one or more of the following purposes:

- a) To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and balanced account groups of the governmental unit in accordance with generally accepted accounting principles applicable to governmental units and on a basis consistent with that of the preceding year.
- b) To determine the propriety, legality, and mathematical accuracy of a governmental unit's financial transactions.
- c) To ascertain whether all financial transactions have been properly recorded.
- d) To ascertain the stewardship of public officials who handle and are responsible for the financial resources of a governmental unit.

B2 District

Zoning District, which only exists in the vicinity of County Road E between Lexington Avenue and Minnesota Highway 51.

Balanced Budget

A budget in which estimated revenues equal estimated expenditures.

Bond

A written promise, generally under seal, to pay a specified sum of money, called the face value or principal amount, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

Bonded Indebtedness

Outstanding debt by issues of bonds, which is paid by ad valorem or other revenue.

Budget

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget Document

The official written statement prepared by the Administrator and Finance Director of the City which presents the proposed budget to the City Council.

Budget Body Message

A general discussion of the proposed budget presented in writing as a part of the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the City Administrator and Finance Director.

Budget Calendar

The schedule of key dates, which a government follows in the preparation and adoption of the budget.

Budgetary Control

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

Capital Assets

Assets with a value of \$5,000 or more.

Capital Expenditures

Capital expenditures are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year.

Capital Improvement Budget

A plan of proposed capital expenditures and a means of financing them. The capital budget is enacted as part of the complete annual budget.

Capital Program

A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

Capital Projects Funds

To account for financial resources to be used for the acquisition or construction of major capital facilities.

Cash Basis

The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Certified Levy

Total tax levy of a jurisdiction, which is certified to the County Auditor.

Charges for Services

Charges for current services rendered.

Chart of Accounts

The classification system used by a City to organize the accounting for various funds.

Consumer Price Index (CPI)

A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation.)

Contingency

Budget for expenditures which cannot be placed in departmental budgets, primarily due to uncertainty about the level or timing of expenditures when the budget is adopted. The contingency also serves as a hedge against shortfalls in revenues or unexpected expenditures.

Current

A term which, applied to budgeting and accounting, designates the operations of the present fiscal period as opposed to past or future periods.

Debt

An obligation resulting from the borrowing of money or from the purchase of goods and services.

Debt Limit

The maximum amount of gross or net debt, which is legally permitted.

Debt Margin

The amount of available debt, which may be issued by a governmental unit before reaching its debt limit.

Debt Service Funds

To account for the accumulation of resources for payment of general long-term debt.

Department

Basic organizational unit of government, responsible for carrying out related functions.

Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

Distinguished Budget Presentation Awards Program

A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Effective Buying Income (EBI)

A statistical measure of buying power of an area or group of individuals.

Enterprise Funds

To account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the cost of providing services are to be recovered primarily on a user-charged basis to the general public.

Estimated Market Value

Represents the selling price of a property if it were on the market. Estimated market value is converted to tax capacity before property taxes are levied.

Expenditure

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payment has been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

Fines

Revenues from penalties imposed for violation of laws or regulations.

Fiscal Disparities

A Minnesota law enacted in 1975 which provides for the pooling of 40 percent of all new commercial and industrial property valuation in the seven county metropolitan area and then redistributed to taxing jurisdictions according to specific criteria.

Fiscal Policy

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal Policy provides an agreed-upon set of principles for the planning and programming of budgets and their funding.

Fiscal Year

The budget and accounting year that begins on the first day of January and ends on the last day of December of each year.

Fixed Assets

Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Full Time Equivalent (FTE)

The number of employee hours (2080) needed to be equal to one full-time employee. Several part-time employees may be combined to make one full-time equivalent.

Function

A group of related activities aimed at accomplishing a major service or regulatory program for which the government unit is responsible.

Fund

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance

The difference between a funds' assets and liabilities (the equity) in governmental funds.

General Fund

Accounts for the general operation of the City and all financial resources except those to be accounted for in another fund.

General Government

Expenditures, which represents a set of accounts, to which are charged the expenditures for operating the City.

General Obligation Bonds

When a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (GO) bonds.

Goal

A statement of broad direction, purpose, or intent based on the needs of a community. A goal is general and timeless; that is it is not concerned with a specific achievement in a given period.

Governmental Accounting

The composite of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governmental units and agencies.

Governmental Fund Types

Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities – except those accounted for in proprietary funds and fiduciary funds. In essence, these funds are accounting segregation of financial resources. Under current GAAP, there are four governmental funds types: general, special revenue, debt service, and capital projects.

Grant

A contribution of assets by one governmental unit or other organization to another. Grants are usually made for specified purposes.

Homestead and Agricultural Credit (HACA)

A form of state paid property tax relief for farm property and owner occupied homes.

Improvement Bonds

Bonds payable from the proceeds of special assessments from properties benefiting from an improvement.

Improvements

Buildings, other structures, and other attachments or annexations to land which are intended to remain so attached or annexed, such as sidewalks, trees, drains, and sewers.

Inflow/Infiltration (I&I)

The term used to describe clean water entering into the sanitary sewer system.

Interfund Transfers

Amounts transferred from one fund to another.

Infrastructure

Assets which are immovable and of value only to the governmental unit (i.e., roads, gutters, sewer lines).

Intergovernmental Revenues

Revenues from other governments in the form of grants, entitlement, or shared revenues.

Investments

Securities held for the production of income in the form of interest.

Levy

(Verb) To impose taxes, special assessments, or service charges for the support of governmental activities.

(Noun) The total amount of taxes, special assessments, or service charges imposed by a governmental unit.

Licenses

Revenues received from the sale of business and non-business licenses.

Limited Market Value

The amount the market value of a property can increase from one year to the next for calculating property taxes. The limited market value system is currently being phased-out by the State of Minnesota.

Line Item

A specific item or group of similar items defined in a unique account in the financial records.

Local Government Aid (LGA)

Intergovernmental revenue from the State to municipalities to help fund general expenditures.

Long-Term Debt

Debt with a maturity of more than one year after the date of issuance.

Maintenance

The upkeep of physical properties in condition for use or occupancy.

Market Value Homestead Credit (MVHC)

State paid property tax reduction on owner occupied homes based on the property's market value.

Miscellaneous

Revenues or expenditures not classified in any other revenue or expenditure category.

Modified Accrual Basis

The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash, except for material and/or available revenues, which should be accrued to reflect properly the tax levied and revenue earned.

Object of Expenditure

Expenditure classifications based upon the types or categories of goods and services purchased.

Objective

Desired output oriented accomplishments, which can be measured and achieved within a given time frame.

Operating Budget

A plan of financial operation embodying an estimate of proposed expenditures for the calendar year and the proposed means of financing them.

Operating Expense

The cost for personnel, material and equipment required for a department to function.

Operating Revenue

Funds that the government receives as income to pay for ongoing operations. Operating revenues are used to pay for day-to-day services.

Operating Transfers

Amounts transferred from one fund to another, shown as an expenditure in the originating fund and revenue in the receiving fund.

Ordinance

A formal legislative enactment by the City Council.

Pay-As-You-Go Basis

A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Performance Measure

See Service Levels.

Personal Services

Expenditures for salaries, wages, and fringe benefits of employees.

Program

A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the governmental unit is responsible.

Project

A plan of work, job assignment, or task.

Proprietary Accounts

Those accounts which show actual financial position and operation, such as actual assets, liabilities, reserve, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

Public Safety

To account for expenditures related to the protection of persons and property.

Public Works

To account for expenditures for the maintenance of City property and infrastructure.

Purpose

A broad statement of the goals, in terms of meeting public service needs, that a department is organized to meet.

Refunding Bonds

Bonds issued to retire bonds already outstanding.

Reimbursement

Cash or other assets received as a repayment of the cost of work or services performed or of other expenditures made for or on behalf of another governmental unit or department or for an individual, firm, or corporation.

Reserve

An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure.

Resolution

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources

The actual assets of a governmental unit, such as cash, plus contingent assets such as estimated revenues applying to the current fiscal year not accrued or collected, and bonds authorized and not issued.

Revenue

The term designates an increase to a fund's assets which: 1) does not increase a liability; 2) does not represent a repayment of an expenditure already made; 3) does not represent a cancellation of certain liabilities; and 4) does not represent an increase in contributed capital.

Revenue Bond

A bond that is backed by a particular revenue source such as water user fees.

Service Levels

Data to determine how effective or efficient a program is in achieving its objective.

Special Assessment

A compulsory levy made by a local government against certain properties to defray part or all of the cost of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

Special Revenue Fund

To account for revenue derived from specific revenue sources that are legally restricted for specific purposes.

SY

Abbreviation for square yard, which is how seal coating and street overlay projects are measured.

Tax Capacity

An amount determined by a percentage of a property's market value, which is then applied to the tax rates of taxing jurisdictions affecting the property to determine the amount of property taxes owed.

Tax Capacity Rate

Tax rate applied to tax capacity to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.

Tax Classification Rate

Rate at which estimated market values are converted into the property tax base. The classification rates are assigned to properties depending on their type (residential, commercial, farm, etc.) and, in some cases, there are two tiers of classification rates, with the rate increasing as the estimated market value increases.

Tax Increment Financing (TIF)

Financing tool originally intended to combat severe blight in areas, which would not be redeveloped "but for" the availability of government subsidies derived from locally generated property tax revenues.

Tax Levy

The total amount to be raised by general property taxes for the purpose stated in the resolution certified to the County Auditor.

Tax Rate

The amount applied to properties tax capacity to determine the taxes generated by the property.

Taxes

Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

Trust and Agency Funds

Funds used to account for assets held by a government in a trust capacity or as an agent for individuals, private organizations, other governments and/or other funds.

Trust Fund

A fund consisting of resources received and held by the governmental unit as trustee, to be expended or invested in accordance with the conditions of the trust.

Unbalanced Budget

A budget which undesignated fund balance or reserves are used or increased, in order to balance estimated revenues to estimated expenditures or expenses.

Unreserved Fund Balance

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Fees

The payment of a charge for direct receipt of a public service by the party benefiting from the service.

Utility Valuation Transition Aid (UVTA)

A State financial aid program for 2009 and 2010 paid to local governments to offset the reduced property tax revenue generated by utility properties due to the State reducing the tax rate paid on utility property.

Workload Data

A unit of work to be done.

Acronyms

ACS	Animal Control Services
CD	Certificate of Deposit
CIP	Capital Improvement Plan
CP	Commercial Paper
CPI	Consumer Price Index
HACA	Homestead and Agricultural Credit Aid
EBI	Effective Buying Income
EDA	Economic Development Authority
EMV	Estimated Market Value
FHLB	Federal Home Loan Bank
FNMA	Federal National Mortgage Association
FTE	Full Time Equivalent
GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GO	General Obligation
I&I	Inflow & Infiltration
JDA	Joint Development Authority
LGA	Local Government Aid
MCES	Metropolitan Council Environmental Services
MVHC	Market Value Homestead Credit
SAC	Sewer Availability Charge
SCBA	Self-contained Breathing Apparatus
SY	Square Yard
TCAAP	Twins Cities Army Ammunition Plant
TIF	Tax Increment Financing
TRC	TCAAP Redevelopment Code
UVTA	Utility Valuation Transition Aid
WAC	Water Availability Charge