



CITY COUNCIL WORKSESSION AGENDA
MONDAY, AUGUST 08, 2022

SPRING LAKE PARK CITY HALL, 1301 81ST AVENUE NE, SPRING LAKE PARK at 5:30 PM

- 1. CALL TO ORDER**
- 2. DISCUSSION ITEMS**
 - [A.](#) Discussion of 2022 Administrator Budget Proposal
 - [B.](#) Discussion of Liquor License Violation
- 3. REPORT**
 - A. Administrator Report
- 4. ADJOURN**



2023

General Fund

Budget



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: July 30, 2021

Subject: 2023 Administrator's Budget Proposal

On behalf of the City's Department Heads, I am pleased to present the proposed 2023 General Fund Budget for City Council consideration.

Summary

The 2023 General Fund shows an increase of 4.17%. The proposed General Fund levy for 2022, collectable in 2023, is proposed to increase by 4.67%, from \$3,520,702 to \$3,685,047.

Debt service expenditures will increase 9.37%, or \$24,036 from 2022 to 2023. This is due to the financing of the 2022 Street Improvement project.

The overall levy for 2022, collectable in 2023, is proposed to increase by 4.99%, from \$3,777,244 to \$3,965,625.

Budget Process

Budget forms were distributed to the Department Heads in late May. After each department submitted their 2023 requests, Accountant Melissa Barker and I met individually with each Department Head to discuss all requests and receive further explanation as to their necessity. A number of adjustments were made via those discussions. Based on the budget requests made by the Department Heads, I projected revenues from a number of different categories to arrive at a proposed property tax levy.

The City Council will review the Administrator's Budget Proposal at a work session on August 8, 2022. If needed, a second work session will be scheduled for August 29, 2022.

Pursuant to state law, the preliminary tax levy must be adopted by September 30, 2022 and the final budget and property tax levy must be adopted no later than December 26, 2022. As such, the preliminary tax levy is proposed to be scheduled for the September 6, 2022 City Council meeting. The annual Truth in Taxation hearing will occur on December 5, 2022. Final budget and tax levy adoption will occur on December 19, 2022.

Once the City Council sets the preliminary tax levy, the final tax levy must be the same or lower than the preliminary tax levy.

General Factors Affecting the Budget

- **Tax Base.** The City's overall market value increased by 23.9% to \$829,398,588. Preliminary net tax capacity for the City is \$9,492,393. The City had \$6,231,400 in new construction added to the property tax rolls for pay 2023 taxes. The median home value for pay 2023 property taxes is \$284,000, which is a median increase of 23.87%.
- **State Budget and Legislative Impacts.** There were no levy limits established for the 2023 budget. There were no cuts to the Local Government Aid program for the 2022 budget year. The State of Minnesota currently projects a \$9 billion surplus for the current biennium, which will help buffer any declines in revenue should the country enter a recession in 2023. The Minnesota Department of Revenue has stated that revenues continue to exceed projections.
- **Economy.** Inflation currently is a threat to economic growth. The most recent inflation figures show the consumer price index rose 9.1% from a year earlier, the largest gain in 40 years. Core CPI, which removes more volatile food and energy costs, is up 5.9% from a year earlier. As a result, the Federal Reserve has increased short term interest rates to pre-pandemic levels. Economists expect the Federal Reserve's short term interest rate end the year at 3.4%. Rates began the year at 0%-0.25%. On the flip side, the unemployment rate in Minnesota is at 1.8%, the lowest unemployment rate in the nation. Nationwide, the unemployment rate stands at 3.6%, near a historic low. Employers have added 2.7 million new jobs in the first and second quarters. Based on the unemployment rate and job growth, the Federal Reserve believes that a recession is not inevitable. However, over two-thirds of economists surveyed have said they believe a recession is likely in 2023.

Below is an economic forecast summary prepared by Wells Fargo.

Wells Fargo U.S. Economic Forecast				
	Actual		Forecast	
	2020	2021	2022	2023
Real GDP	-3.4%	5.7%	1.8%	-0.3%
Personal Consumption	-3.8%	7.9%	2.3%	-0.2%
<i>Inflation Indicators (year over year % change)</i>				
Personal Consumption Expenditure Deflator	1.2%	3.9%	6.2%	2.9%
Consumer Price Index	1.2%	4.7%	8.3%	3.2%
Industrial Production	-7.0%	4.9%	4.6%	-1.2%
Corporate Profits Before Taxes	-5.2%	25.0%	-0.4%	-4.3%
Unemployment Rate	8.1%	5.4%	3.6%	4.4%
Housing Starts (millions of units)	1.38%	1.60%	1.66%	1.55%
<i>Interest Rates (annual average)</i>				
Federal Funds Target Rates	0.5%	0.25%	2.50%	3.88%
Conventional Mortgage Rate	3.12%	2.95%	5.25%	4.96%
10 Year Treasury Note	0.89%	1.45%	2.93%	2.95%
Forecast as of July 14, 2022.				
Full chart available at: https://wellsfargo.bluematrix.com/links2/html/1093749a-d613-44eb-8a19-932c1213b1bb				

Revenues

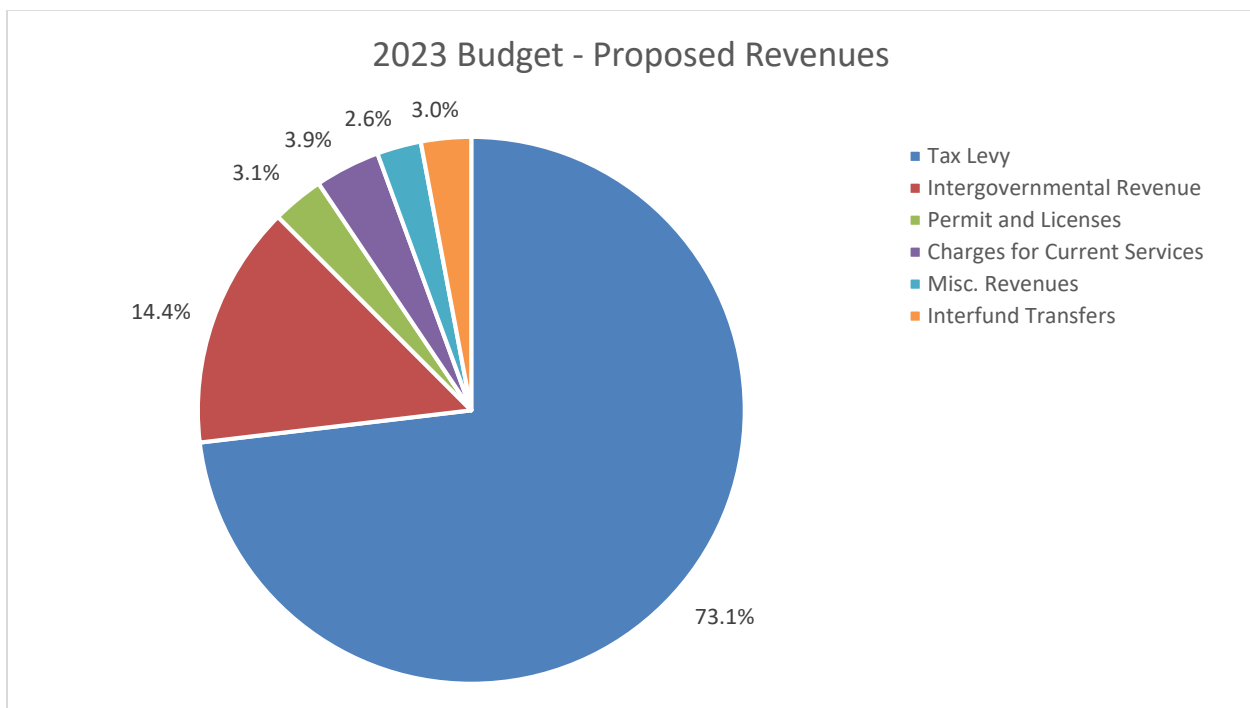
The proposed revenues for the 2023 General Fund budget total \$5,039,907. Property taxes are proposed to fund 73% of the General Fund budget. While property taxes are a major funding source for the City, there are several categories of revenues that contribute \$1.35 million that would otherwise fall on property taxpayers. The chart below compares these categories.

Revenue	2022 Budget	2023 Budget	% Change	\$ Change
Tax Levy	\$ 3,520,702	\$ 3,685,047	4.67%	\$ 164,345
Intergovernmental Revenue	694,424	725,157	4.43%	30,733
Permit and Licenses	155,462	154,422	-0.67%	(1,040)
Charges for Current Services	192,220	194,324	1.09%	2,104
Miscellaneous Revenues	128,034	131,615	2.80%	3,581
Interfund Transfers	147,230	149,342	1.43%	2,112
Total Revenues	\$ 4,838,072	\$ 5,039,907	4.17%	\$ 201,835

Local Government Aid is anticipated to increase by \$13,733 to \$565,157.

In an effort to reduce the proposed property tax levy for 2023, I am recommending the City Council postpone the elimination of the liquor fund transfer and continue to transfer \$25,000 for 2023. I will work to eliminate this transfer for budget years 2024 and beyond, as was the City Council's direction in 2019.

The pie chart below shows the breakdown of General Fund revenue by type. As is typical, the property tax levy funds nearly three-quarters of the City's annual General Fund expenditures.



Expenditures

The proposed expenditures for the 2023 General Fund budget total \$5,039,907, an increase of 4.17% from 2022.

The following table is a summary of the 2023 expenditure budget by Department:

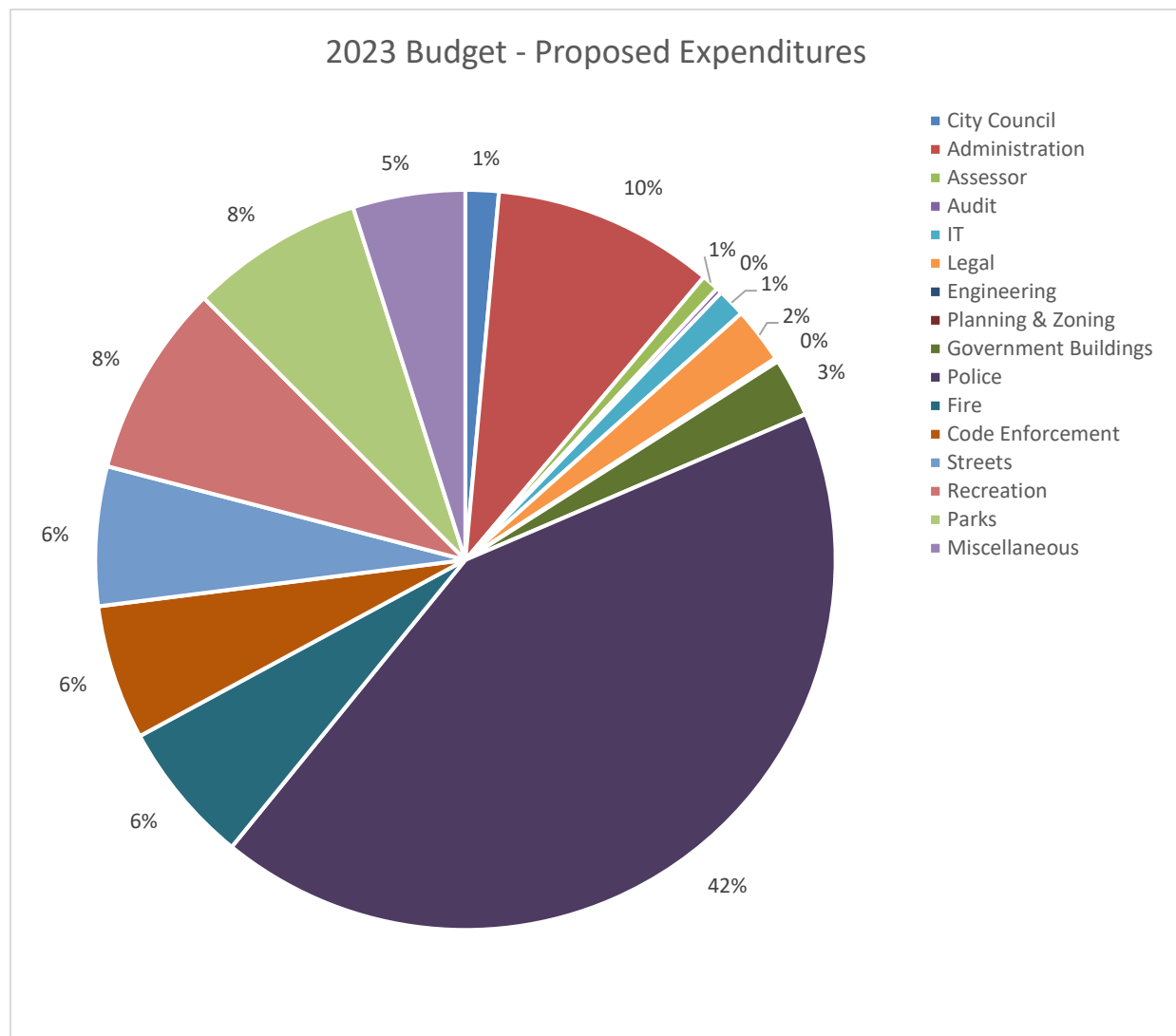
Expenditure	2022 Budget	2023 Budget	% Change	\$ Change
City Council	\$ 71,635	\$ 73,210	2.20%	\$ 1,575
Administration	465,602	488,564	4.93%	22,962
Assessor	37,500	38,000	1.33%	500
Audit	11,950	12,425	3.97%	475
I.T.	61,305	62,689	2.26%	1,384
Legal	122,500	122,500	0.00%	-
Engineering	7,500	6,500	-13.33%	(1,000)
Planning and Zoning	1,025	2,000	95.12%	975
Government Buildings	139,333	129,224	-7.26%	(10,109)
Police	2,008,390	2,132,741	6.19%	124,351
Fire	301,535	314,095	4.17%	12,560
Code Enforcement	281,204	296,962	5.60%	15,758
Streets	280,503	306,364	9.22%	25,861
Recreation	391,831	425,389	8.56%	33,558
Parks	365,762	381,944	4.42%	16,182
Miscellaneous	<u>290,500</u>	<u>247,300</u>	-14.87%	<u>(43,200)</u>
Total Expenditures	\$ 4,838,075	\$ 5,039,907	4.17%	\$ 201,832

There are a number of factors driving expenditure growth for the upcoming year. I have summarized some of those factors below:

- *Wages and benefits.* The 2023 COLA is 2.5%, pursuant to the terms of the union contracts and past practice with non-bargained employees. Staff continue to progress through steps in the new pay plan. Wage and benefit increases represent nearly 57% of new spending in the proposed 2023 budget.
- *Fire Department Budget.* The City's Fire Department Contract with SBM Fire Department is set to increase from \$255,125 to \$264,095, an increase of 3.5%. A major driver of this increase is salaries and benefits of firefighters. The capital outlay budget is growing from \$46,410 to \$50,000, an increase of 7.7%. I have included the detail for the SBM Fire Department's budget for your review.
- *Temporary Salaries.* Staff is proposing to increase salaries for temporary positions in an effort to recruit candidates for these positions. The salary range for temporary employees in the Recreation Department will be increasing to \$14-18/hour and the salary range for temporary employees in the Parks Department temporary staff will be \$15-20/hour.
- *Publications.* Printing and postage costs have increased for Recreation Department mailings.

- *Worker's Compensation.* Worker's compensation rates for police employees have increased significantly due to law enforcement PTSD claims. Those increases have been reflected in the proposed budget.
- *Squad Car Replacement.* The transition from the Dodge Charger to the Dodge Durango, and the associated equipment, has increased the budget by approximately \$10,000 over 2022.
- *Forestry.* The City is starting to see the effects of Emerald Ash Borer. The proposed budget transfers \$20,000 to the Forestry Fund to begin the process of removing infected trees from the City's parks and street right-of-ways.

The following table is a summary of the 2023 expenditure budget by Department:



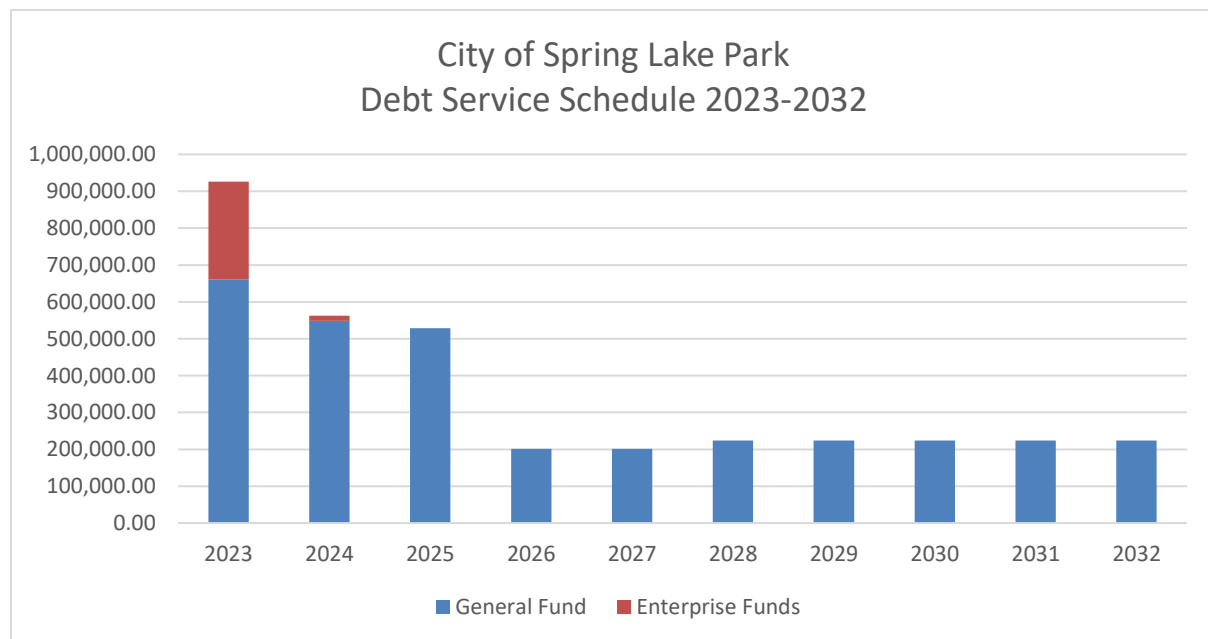
Debt Service

The City currently has one outstanding bond for which it levies debt service – the 2021A General Obligation Improvement Refunding Bond. The 2018A G.O. Equipment Certificate will be paid off on December 15, 2022.

Staff is currently working on identifying projects for the 2022A G.O. Equipment Certificate, which we anticipate will be issued late Fall 2022. This equipment certificate will cover projects for years 2023-2027. To assist the City Council with the review of the budget, staff has included a placeholder levy which would support an \$800,000 equipment certificate at current interest rates.

Staff is proposing a \$24,078 annual levy over the next 10 years to reimburse Fund 400, Revolving Construction fund, for outstanding expenditures related to the 2022 Street Improvement project. This arrangement saved the City significant expenditures in bond interest and issuance fees, savings that will benefit our residents.

The City's overall debt position is excellent. At the present time, all City debt is scheduled to be paid off by 2032. This includes repayment of the interfund loan to finance the 2022 Street Improvement Project. Staff is also projecting the issuance of additional 5-year Equipment Certificates in 2022 and 2027 to cover large capital equipment purchases for fiscal years 2023-2027 and 2028-2032, respectively.



The City's debt is well under the statutory cap of 3% of estimated market value. For taxes payable in 2023, the City's maximum debt limit is \$24.8 million. The City's current debt is approximately \$1.7 million.

American Rescue Plan Act

The City has received \$732,147.98 in federal funding through the American Rescue Plan Act (ARPA). The federal ARPA funds can only be used for certain eligible activities associated with the COVID-19. The following categories represent eligible uses under ARPA.

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency
- Replace lost public sector revenue
- Provide premium pay for essential workers
- Invest in water, sewer and broadband infrastructure

The Federal Government has created a presumed allowance up to \$10 million dollars to address negative economic impacts caused by the public health emergency. The City Council has elected the standard allowance, meaning that ARPA funds can be utilized for any public purpose.

Funds must be obligated (under contract) by December 31, 2024. Projects under contract by the end of 2024 must be completed no later than December 31, 2026.

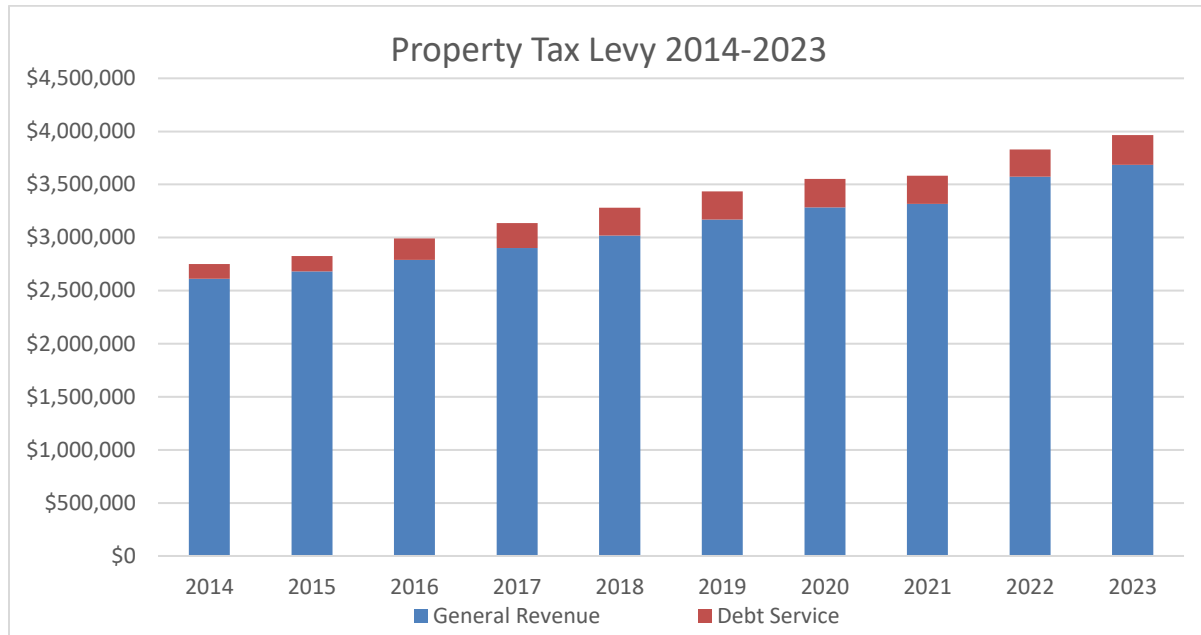
For reporting purposes, we have included the 2022 Street Improvement project expenses and the \$500/employee premium pay for public works employees (2022 contract) as expenditures under ARPA.

Proposed Property Tax Levy

The proposed 2023 tax levy is as follows:

General Government Levy	2022	2023	% Change	\$ Change
General Government Levy	\$ 3,520,702	\$ 3,685,047	4.67%	\$ 164,345
Debt Service Levy	256,542	280,578	9.37%	24,036
Total Tax Levy	\$ 3,777,244	\$ 3,965,625	4.99%	\$ 188,381

The following chart shows the City's tax levy for the past 10 years.



Truth in Taxation

Beginning with taxes payable in 2023, the City is required to prepare a supplemental statement to be included with the parcel-specific proposed property taxes notice. This new statement will include information about the current certified levy, the proposed levy, the percentage change, and summary budget information. Staff is preparing this information in the format required by the State of Minnesota and will include that with the resolution approving the preliminary property tax levy that will be presented to the City Council for approval on September 5, 2022.

Budget Workshop

The budget workshop is scheduled for Monday, August 8, 2022 at 5:30pm at Spring Lake Park City Hall.

If you have any questions regarding the proposed 2023 General Fund budget, please don't hesitate to contact me at 763-784-6491.

HISTORICAL REVENUE RECAP 2018-2023

ACCT #	GENERAL FUND DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
TAX LEVY:							
101-31010	CURRENT TAXES-LEVY	2,958,290.70	3,119,424.41	3,311,436.22	3,368,623.75	3,520,702	3,685,047.00
101-31020	DELINQUENT TAXES	52,106.54	41,800.49	18,816.52	20,362.60	0	0.00
101-31050	EXCESS TIF	0.00	0.00	0.00	0.00	0	0.00
101-31910	TAX PENALTIES & INTEREST	10,866.01	10,072.62	368.16	4,639.46	0	0.00
INTERGOVERNMENTAL REVENUE:							
101-33401	LOCAL GOVERNMENT AID	393,162.00	396,715.00	509,111.00	546,048.00	551,424	565,157.00
101-33404	PERA INCREASE AID	5,775.00	5,775.00	0.00	0.00	0	0.00
101-33407	STATE FIRE AID	0.00	0.00	0.00	0.00	0	0.00
101-33416	POLICE TRAINING REIM	10,527.04	10,935.95	10,350.02	9,856.00	8,000	25,000.00
101-33421	POLICE-PERA	95,701.06	100,754.90	97,660.72	98,820.12	95,000	95,000.00
101-35101	COURT FINES	40,009.82	39,868.61	29,309.56	32,748.59	40,000	40,000.00
PERMIT AND LICENSES:							
101-32110	LIQ,WINE,NON-INTOX,CLUB	40,799.35	32,659.69	21,911.35	35,260.00	26,500	25,960.00
101-32111	OFF-SALE LIQUOR	-	310.00	0.00	0.00	310	310.00
101-32178	PAWN INVESTIGATION FEE	-	100.00	0.00	100.00	0	0.00
101-32179	PAWN SHOP LICENSES	6,252.00	6,252.00	6,252.00	6,252.00	6,252	6,252.00
101-32180	CIG,DANCE,USED CAR,MISC	5,896.32	6,103.68	6,975.00	6,800.00	6,000	6,000.00
101-32181	SIGN PERMITS	6,394.74	13,117.50	3,934.70	6,027.50	5,500	5,500.00
101-32208	CONTRACTORS LICENSE	9,630.00	11,320.00	9,545.00	11,775.00	8,500	8,500.00
101-32210	BUILDING PERMITS	173,578.89	141,590.87	60,072.93	82,280.72	75,000	75,000.00
101-32211	BLDG PERMIT SURCHG	7,369.74	5,560.71	2,390.93	3,342.46	5,000	5,000.00
101-32215	DEMOLITION PERMIT	-	150.00	747.64	0.00	0	0.00
101-32230	PLUMBING PERMITS	5,126.00	10,196.92	7,094.62	7,941.70	5,000	5,000.00
101-32231	PLBG PERMIT SURCHG	83.00	150.14	107.80	82.95	1,000	500.00
101-32232	HEATING & A/C PERMITS	24,802.43	30,979.66	11,933.11	15,081.38	10,000	10,000.00
101-32233	HTG & A/C SURCHGS	591.99	936.06	192.38	298.69	1,000	1,000.00
101-32240	DOG & CAT REGISTRATION	694.00	670.00	492.00	640.00	400	400.00
101-32260	CERT OF OCCUPANCY	1,800.00	3,400.00	3,900.00	5,200.00	3,000	3,000.00
101-32261	VACANT PROPERTY REG**	2,800.00	2,400.00	400.00	800.00	2,000	2,000.00
101-32262	SOLICITORS LICENSE	0.00	100.00	0.00	0.00	0	0.00
CHARGES FOR CURRENT SERVICES:							
101-34102	ZONING LETTERS	400.00	100.00	200.00	200.00	200	200.00
101-34103	SUP,ZONING,VARIANCE	6,115.00	7,760.00	6,850.00	9,012.50	5,000	5,500.00
101-34104	PLAN REVIEW FEES	84,082.81	79,463.44	24,963.96	33,166.29	40,000	40,000.00
101-34105	SALE OF MAPS,COPIES	875.50	900.25	139.60	69.50	300	300.00
101-34107	ASSESSMENT SEARCHES	0.00	50.00	25.00	0.00	100	100.00
101-34108	ADMIN SAC CHARGES	340.00	975.00	2,425.00	720.00	100	100.00
101-34109	FILING FEES	60.00	0.00	90.00	0.00	45	0.00
101-34111	ADM GAMBLING EXP	34,033.00	62,653.45	36,106.00	37,188.00	38,300	39,449.00
101-34115	GUN RANGE USE	340.00	390.00	180.00	285.00	375	375.00
101-34117	FACILITY ROOM RENTAL	1,600.00	450.00	0.00	0.00	500	500.00

HISTORICAL REVENUE RECAP 2018-2023

ACCT #	GENERAL FUND DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-34201	POLICE & FIRE ALARM CALLS	225.00	3,975.00	975.00	3,300.00	2,000	2,000.00
101-34203	ACCIDENT REPORTS	0.00	0.00	380.00	860.70	0	500.00
101-34204	RENTAL HOUSING REG	71,315.00	65,120.00	63,835.00	89,567.50	103,300	103,300.00
101-34205	R-OF-WAY APPLICATIONS	9,125.60	2,888.30	830.10	1,554.30	2,000	2,000.00
MISCELLANEOUS REVENUES:							
101-34801	INSURANCE DIVIDENDS	3,851.00	3,332.00	6,931.00	18,579.00	6,000	10,000.00
101-34949	RESTITUTION	0.00	217.84	363.91	1,782.19	0	0.00
101-34950	REFUND & REIM	1,259.07	9,751.82	502.51	12,894.17	5,000	5,000.00
101-35102	ADMN OFFENSE FINES	3,240.00	10,701.27	5,310.00	23,295.28	18,500	25,000.00
101-35347	TRAFFIC EDUCATION PRGM	0.00	0.00	0.00	0.00	0	0.00
101-35348	PROPERTY ROOM REVENUE	681.95	0.00	332.94	6.24	500	500.00
101-35349	MN DRIVING DIVERSION PRRM	700.00	1,100.00	1,300.00	1,200.00	750	750.00
101-35350	DETOX TRANSPRT REIM	300.00	120.00	60.00	30.00	200	200.00
101-36200	MISC REVENUES	0.00	0.00	0.00	0.00	0	0.00
101-36210	INTEREST EARNINGS	35,183.30	78,833.89	6,795.01	346.20	12,500	10,000.00
101-36230	CONTRIBUTIONS - PRIVATE	0.00	0.00	0.00	500.00	0	0.00
101-36901	LIAISON OFFICER	77,406.00	79,728.00	78,419.50	75,563.17	84,584	80,165.00
101-39100	REIMB FOR ADMIN SERVICES	0.00	8,100.00	5,050.00	0.00	0	0.00
101-39101	RECYCLE PARK PROGRAM	1,946.00	2,166.76	0.00	0.00	0	0.00
INTERFUND TRANSFERS:							
101-39201	TRANSFER-OTHER FUNDS	(209,022.30)	0.00	205,628.05	0.00	0	0.00
101-39202	TRANSFER-P.U.	47,740.00	49,172.00	50,647.00	52,166.00	53,730	55,342.00
101-39203	TRANSFER-LIQUOR	75,000.00	75,000.00	50,000.00	25,000.00	25,000	25,000.00
101-39205	TRANSFER-TIF #6	0.00	0.00	3,000.00	3,000.00	3,000	3,000.00
101-39206	TRANSFER-RECYCLING	2,500.00	2,500.00	3,000.00	3,000.00	3,000	3,500.00
101-39207	TRANSFER-RECREATION	60,000.00	62,500.00	62,500.00	62,500.00	62,500	62,500.00
TOTAL GENERAL FUND		4,161,553.56	4,599,293.23	4,729,841.24	4,718,766.96	4,838,072	5,039,907

CITY OF SPRING LAKE PARK

2023 BUDGET BREAKDOWN OF REVENUES:

		2021 ACTUAL	2022 BUDGET	2023 BUDGET
<u>TAX LEVY:</u>				
31010	Current Taxes (Includes Fiscal Disparities) Anoka & Ramsey Counties	\$ 3,368,623.75	\$ 3,520,702	\$ 3,685,047
31020	Delinquent Taxes Received	\$ 20,362.60		
31910	Penalties & Interest	\$ 4,639.46		

INTERGOVERNMENTAL REVENUE:

STATE:

33401	Local Government Aid	\$ 546,048.00	\$ 551,424	\$ 565,157
33404	PERA Increase Aid (phased out 6/30/20)	\$ -	\$ -	\$ -
33416	Police Training Reimbursement	\$ 9,856.00	\$ 8,000	\$ 25,000
33421	Insurance Premium-Police (Based on the portion we pay into PERA benefits)	\$ 98,820.12	\$ 95,000	\$ 95,000
35101	Court Fines (Anoka Co-State disburses funds)	\$ 32,748.59	\$ 40,000	\$ 40,000

PERMIT AND LICENSES:

32110	Liquor,Wine,Non-Intox & Club Lic	\$ 35,260.00	\$ 26,500	\$ 25,960
32111	Off-Sale Liquor	\$ -	\$ 310	\$ 310
32179	Pawn Shop Licenses & Investigation Fee	\$ 6,352.00	\$ 6,252	\$ 6,252
32180	Cigarette,Dance,Used Car & Misc	\$ 6,800.00	\$ 6,000	\$ 6,000
32181	Sign Permits	\$ 6,027.50	\$ 5,500	\$ 5,500
32208	Contractors Licenses	\$ 11,775.00	\$ 8,500	\$ 8,500
32210	Building Permits	\$ 82,280.72	\$ 75,000	\$ 75,000
32211	Building Permit Surcharges	\$ 3,342.46	\$ 5,000	\$ 5,000
32215	Demolition Permit	\$ -	\$ -	\$ -
32230	Plumbing Permits	\$ 7,941.70	\$ 5,000	\$ 5,000
32231	Plumbing Permit Surcharges	\$ 82.95	\$ 1,000	\$ 500
32232	Heating & A/C Permits	\$ 15,081.38	\$ 10,000	\$ 10,000
32233	Heating & A/C Surcharges	\$ 298.69	\$ 1,000	\$ 1,000
32240	Dog and Cat Registrations	\$ 640.00	\$ 400	\$ 400
32260	Certificates of Occupancy	\$ 5,200.00	\$ 3,000	\$ 3,000
32261	Vacant Property Registration	\$ 800.00	\$ 2,000	\$ 2,000
32262	Solicitors Licenses	\$ -	\$ -	

2023 BUDGET BREAKDOWN OF REVENUES:

		2021 ACTUAL	2022 BUDGET	2023 BUDGET
<u>CHARGES FOR CURRENT SERVICES:</u>				
34102	Zoning Letters	\$ 200.00	\$ 200	\$ 200
34103	SUP, Zoning, Var. & Subd.	\$ 9,012.50	\$ 5,000	\$ 5,500
34104	Plan Review Fees	\$ 33,166.29	\$ 40,000	\$ 40,000
34105	Sale of Maps, Documents, Copies	\$ 69.50	\$ 300	\$ 300
34107	Assessment Searches	\$ -	\$ 100	\$ 100
34108	Admin. SAC Charges	\$ 720.00	\$ 100	\$ 100
34109	Filing Fees	\$ -	\$ 45	\$ -
34111	Adm. Gambling Fees	\$ 37,188.00	\$ 38,300	\$ 39,449
34115	Gun Range Facility Use	\$ 285.00	\$ 375	\$ 375
34117	Facility Room Rental	\$ -	\$ 500	\$ 500
34201	Police & Fire Alarms	\$ 3,300.00	\$ 2,000	\$ 2,000
34202	Police Reports	\$ 860.70	\$ -	\$ 500
34204	Rental Housing Registration	\$ 89,567.50	\$ 103,300	\$ 103,300
34205	Right Of Way Applications	\$ 1,554.30	\$ 2,000	\$ 2,000

MISCELLANEOUS REVENUES:

34801	Insurance Dividends	\$ 18,579.00	\$ 6,000	\$ 10,000
34949	Restitution	\$ 1,782.19	\$ -	\$ -
34950	Refund and Reim	\$ 12,894.17	\$ 5,000	\$ 5,000
35102	Adm. Offense Fines	\$ 23,295.28	\$ 18,500	\$ 25,000
35347	Traffic Education Program-GF share	\$ -	\$ -	\$ -
35348	Property Room Revenue	\$ 6.24	\$ 500	\$ 500
35349	MN Driving Diversion Program	\$ 1,200.00	\$ 750	\$ 750
35350	Detox Transportation Reim	\$ 30.00	\$ 200	\$ 200
36200	Misc Revenues	\$ -	\$ -	\$ -
36210	Interest Earned	\$ 346.20	\$ 12,500	\$ 10,000
36901	ISD 16 - Liaison Officer	\$ 75,563.17	\$ 84,584	\$ 80,165
39100	Reimbursement for Admin Services	\$ -	\$ -	\$ -
39101	Recycle Park Program	\$ -	\$ -	\$ -

INTERFUND TRANSFERS:

39200	Other Transfers	\$ -	\$ -	\$ -
39201	Transfer from Other Funds	\$ -	\$ -	\$ -
39202	Transfer from Public Utilities	\$ 52,166.00	\$ 53,730	\$ 55,342
39203	Transfer from Liquor Fund	\$ 25,000.00	\$ 25,000	\$ 25,000
39205	Transfer from TIF #6-1 (begin taxes payable 2020)	\$ 3,000.00	\$ 3,000	\$ 3,000
39206	Transfer from Recycling Fund	\$ 3,000.00	\$ 3,000	\$ 3,500
39207	Transfer from Recreation	\$ 62,500.00	\$ 62,500	\$ 62,500

TOTAL 2023 REVENUES

\$ 4,718,266.96	\$ 4,838,072	\$ 5,039,907
-----------------	--------------	--------------

HISTORICAL DEPARTMENT RECAP 2018-2023

GENERAL FUND		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41110	COUNCIL	50,627.28	49,557.09	57,995.25	55,531.53	71,636	73,210
101-41400	ADMINISTRATION	447,727.25	455,648.54	417,461.78	380,348.31	465,602	488,564
101-41500	ASSESSOR	34,416.00	37,042.40	37,360.00	37,615.00	37,500	38,000
101-41540	AUDIT & ACCTG	10,676.50	12,012.50	8,062.50	11,425.00	11,950	12,425
101-41600	I.T. DEPARTMENT	27,824.81	49,079.16	62,387.73	65,225.63	61,305	62,689
101-41610	LEGAL FEES	122,222.82	99,962.43	113,796.42	103,123.34	122,500	122,500
101-41710	ENGINEERING	3,719.66	2,500.81	8,366.00	2,716.50	7,500	6,500
101-41720	P & Z	417.77	618.78	688.15	3,589.66	1,025	2,000
101-41940	GOV'T BLDG	102,057.34	116,880.52	101,026.92	133,604.61	139,333	129,224
101-42100	POLICE	1,775,205.63	1,834,586.13	1,636,400.09	1,980,263.46	2,008,390	2,132,741
101-42200	FIRE	260,994.00	289,116.60	293,845.10	291,709.00	301,535	314,095
101-42300	CODE ENFORCE	174,144.73	234,191.96	166,669.38	188,365.81	281,204	296,962
101-43000	STREET DEPT	239,765.71	257,433.77	248,894.85	255,339.50	280,503	306,364
101-45100	RECREATION	347,494.74	337,679.04	274,951.62	316,593.53	391,831	425,389
101-45200	PARKS DEPT	299,816.61	308,340.06	284,978.65	320,527.01	365,762	381,944
101-49000	MISCELLANEOUS	215,048.55	485,070.89	646,105.15	478,952.55	290,500	247,300
TOTALS:	GENERAL FUND	4,112,159.40	4,569,720.68	4,358,990	4,624,930.44	4,838,076	5,039,907
TOTAL		4,112,159.40	4,569,720.68	4,358,989.59	4,624,930.44	4,838,076	5,039,907

GENERAL FUND-MAYOR & COUNCIL		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41110-1030	ELECTED OFFICIALS	31,294.56	29,955.53	31,294.56	31,294.56	31,297	31,297.00
101-41110-1211	D.C.P./P.E.R.A.	1,266.84	1,198.53	1,266.84	1,266.84	1,565	1,565.00
101-41110-1220	FICA & MEDICARE	2,394.00	2,291.56	2,394.00	2,394.00	2,395	2,394.00
101-41110-1510	WORK COMP INSURANCE	59.00	0.00	0.00	6.84	77	70.00
101-41110-2100	OPERATING SUPPLIES	82.63	580.43	330.32	0.00	500	500.00
101-41110-3310	TRAVEL EXPENSE	257.25	278.28	142.02	51.74	500	500.00
101-41110-3500	PRINTING & PUBLISHING	860.03	532.15	698.77	2,042.55	1,000	1,950.00
101-41110-4300	CONFERENCE & SCHOOLS	22.50	425.00	1,036.00	95.00	2,805	3,000.00
101-41110-4330	DUES & SUBSCRIPTIONS	12,741.00	13,106.00	16,534.00	14,755.00	14,487	15,344.00
101-41110-4000	CONTRACTUAL SERVICES	0.00	0.00	2,200.00	2,700.00	5,460	5,040.00
101-41110-4955	DISCRETIONARY FUND	1,649.47	1,189.61	2,078.74	925.00	11,550	11,550.00
TOTAL MAYOR & COUNCIL		50,627.28	49,557.09	57,975	55,531.53	71,636	73,210

CITY OF SPRING LAKE PARK

Page E-1.1

2023 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CITY COUNCIL-41110</u>				2021 ACTUAL	2022 BUDGET	2023 BUDGET
1030	SALARIES			\$ 31,294.56	\$ 31,297	\$ 31,297
	a) Mayor	\$	7,453			
	b) Councilmembers	\$	23,844			
1211	PERA			\$ 1,266.84	\$ 1,565	\$ 1,565
	a) Defined Contribution Plan					
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 2,394.00	\$ 2,395	\$ 2,394
	a) FICA (6.2% x \$31,297)	\$	1,940			
	b) Medicare (1.45% x \$31,297)	\$	454			
1510	WORKER'S COMPENSATION			\$ 6.84	\$ 77	\$ 70
2100	OPERATING SUPPLIES			\$ -	\$ 500	\$ 500
	a) Budget Notebooks & Dividers	\$	250			
	b) Business Cards & I.D. Badges	\$	150			
	c) Miscellaneous	\$	100			
3310	TRAVEL EXPENSE			\$ 51.74	\$ 500	\$ 500
3500	PRINTING & PUBLISHING			\$ 2,042.55	\$ 1,000	\$ 1,950
	a) Ordinances & Resolutions	\$	750			
	b) Special Meetings, etc.	\$	100			
	c) Assessment Notices	\$	300			
	d) Legal Notices	\$	800			
4300	CONFERENCES & SCHOOLS			\$ 95.00	\$ 2,805	\$ 3,000
	a) LMC Conferences/Schools/Webinars	\$	2,500			
	b) Municipals	\$	60			
	c) MN Mayor's Association Conference	\$	300			
	d) Anoka County Local Officials Meeting	\$	140			
4330	DUES & SUBSCRIPTIONS			\$ 14,755.00	\$ 14,487	\$ 15,344
	a) LMC Dues	\$	7,945			
	b) North Metro Mayor's Assn	\$	2,718			
	c) MN Mayors Assn	\$	30			
	d) Metro Cities	\$	3,093			
	e) Anoka Co. Econ Dev. Initiative	\$	350			
	f) Suburban Rate Authority	\$	958			
	g) North Trunk Hwy 65 Coalition	\$	250			

2023 BUDGET BREAKDOWN OF EXPENDITURES:**CITY COUNCIL-41110 (CON'T)****4000 CONTRACTUAL SERVICES**

a) Board/Commission Stipends (\$30/mtg)

	2021 ACTUAL	2022 BUDGET	2023 BUDGET
\$	2,700.00	\$ 5,460	\$ 5,040

4955 DISCRETIONARY FUNDS

a) Memorials	\$ 250
b) Retreat/Workshop Expenses	\$ 500
c) Parade Candy/Parade Banner	\$ 800
d) Council Discretionary	\$ 10,000

\$ 925.00	\$ 11,550	\$ 11,550
-----------	-----------	-----------

TOTAL CITY COUNCIL

\$ 55,531.53	\$ 71,636	73,210
--------------	-----------	--------

GENERAL FUND-ADMINISTRATION		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41400-1010	FULL TIME EMPLOYEES	314,580.20	317,153.41	287,608.42	255,093.29	314,895	329,767.00
101-41400-1050	VACATION BUY BACK	6,184.86	2,881.24	785.58	5,203.14	5,000	5,000.00
101-41400-1210	PERA CONTRIBUTION	23,188.77	24,062.96	21,633.58	19,151.09	23,618	24,733.00
101-41400-1220	FICA & MEDICARE	23,758.38	24,449.50	22,206.90	19,020.32	24,473	25,611.00
101-41400-1300	HEALTH-DENTAL INS	52,510.88	56,449.24	45,804.11	42,063.89	58,278	57,506.00
101-41400-1313	LIFE INSURANCE	243.24	228.24	196.18	163.28	200	200.00
101-41400-1510	WORK COMP INSURANCE	1,294.86	1,000.00	1,000.00	1,349.24	2,951	2,975.00
101-41400-2000	OFFICE SUPPLIES	5,062.65	4,398.60	2,338.03	2,414.33	2,875	2,800.00
101-41400-2030	PRINTED FORMS	1,788.65	926.07	2,042.19	1,293.92	2,025	2,025.00
101-41400-2100	OPERATING SUPPLIES	569.59	577.57	1,135.92	285.01	640	1,090.00
101-41400-2220	POSTAGE	2,220.21	2,002.82	5,146.24	6,476.88	2,956	3,056.00
101-41400-3210	CELL TELEPHONE	760.61	595.48	839.59	1,694.07	650	650.00
101-41400-3310	TRAVEL EXPENSE	3,273.87	3,403.21	2,745.99	3,195.76	3,400	3,500.00
101-41400-3410	EMPLOYMENT ADVERTISING	0.00	267.00	0.00	0.00	0	0.00
101-41400-3500	PRINTING & PUBLISHING	0.00	0.00	32.25	53.75	300	250.00
101-41400-3550	COUNTY SERVICE FEES	1,452.22	17.43	1,390.51	1,435.01	1,550	1,550.00
101-41400-4050	MAINT AGREEMENT	5,828.88	9,084.17	11,992.23	11,044.64	7,786	10,456.00
101-41400-4300	CONFERENCE & SCHOOLS	4,757.44	6,606.60	1,585.00	2,272.42	5,325	5,305.00
101-41400-4330	DUES & SUBSCRIPTIONS	468.93	1,448.10	1,408.17	1,708.58	1,625	1,600.00
101-41400-4350	BANK FEES	0.00	0.00	1,820.56	1,658.72	2,000	1,700.00
101-41400-4390	US BANK CC REBATE	(3,046.83)	(3,272.82)	(165.55)	(476.98)	0	0.00
101-41400-4500	CONTRACTUAL SERVICES	2,829.84	3,369.72	5,807.28	5,247.95	5,055	8,790.00
101-41400-5000	CAPITAL OUTLAY	0.00	0.00	108.60	0.00	0	0.00
TOTAL ADMINISTRATION		447,727.25	455,648.54	417,461.78	380,348.31	465,602	488,564

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021	2022	2023
<u>ADMINISTRATION-41400</u>				ACTUAL	BUDGET	BUDGET
1010	SALARIES *2023 Salaries			\$ 255,093.29	314,895	329,767
	a) Full time Salaries	\$	328,567			
	b) Administrator's Deferred Comp. Contrib.	\$	1,200			
1050	VACATION BUY BACK			\$ 5,203.14	5,000	5,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 19,151.09	23,618	24,733
	a) Coordinated 7.5%	\$	329,767			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 19,020.32	24,473	25,611
	a) FICA 6.2%	\$	334,767	\$	20,756	
	b) Medicare 1.45%	\$	334,767	\$	4,855	
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 42,063.89	58,278	57,506
1313	PRUDENTIAL LIFE INSURANCE			\$ 163.28	200	200
1510	WORKER'S COMPENSATION			\$ 1,349.24	2,951	2,975
	a) Premium	\$	1,975			
	b) Deductible	\$	1,000			
2000	OFFICE SUPPLIES			\$ 2,414.33	2,875	2,800
	a) Paper	\$	625			
	b) Office Supplies	\$	925			
	c) Toner (B&W, Color)	\$	1,250			
2030	PRINTED FORMS			\$ 1,293.92	2,025	2,025
	a) Checks/Envelopes	\$	400			
	b) Minute Books (2)	\$	225			
	c) Stationery/Envelopes	\$	800			
	d) Business Cards	\$	200			
	e) Misc. Printing	\$	400			
2100	OPERATING SUPPLIES			\$ 285.01	640	1,090
	a) Dog/Cat Receipt Books & Tags	\$	90			
	b) Reverse Directory	\$	500			
	c) Miscellaneous	\$	500			
2220	POSTAGE			\$ 6,476.88	2,956	3,056
	a) Postage	\$	2,150			
	b) Monthly Meter Rental	\$	538			
	(\$44.84 x 12)					
	c) Maintenance Agreement	\$	368			

2023 BUDGET BREAKDOWN OF EXPENDITURES:

			2021	2022	2023
<u>ADMINISTRATION-41400 (CON'T)</u>			ACTUAL	BUDGET	BUDGET
3210	CELL PHONE		\$ 1,694.07	650	650
3310	TRAVEL EXPENSE		\$ 3,195.76	3,400	3,500
	a) Staff Mileage	\$ 500			
	b) Administrator's Car Allowance \$250/mo	\$ 3,000			
3410	EMPLOYMENT ADVERTISING		\$ -		
3500	PRINTING & PUBLISHING		\$ 53.75	300	250
3550	COUNTY FEE FOR SERVICE		\$ 1,435.01	1,550	1,550
	a) Special Assessment & TNT Charges				
	1) Anoka County	\$ 1,500			
	2) Ramsey County	\$ 50			
4050	MAINTENANCE AGREEMENTS		\$ 11,044.64	7,786	10,456
	a) Copy Machine Maintenance	\$ 2,856			
	b) Accounting - Software Support	\$ 4,000			
	c) Document Imaging (Laser Fiche)	\$ 3,100			
	d) Copy-overage	\$ 500			
4300	CONFERENCES & SCHOOLS		\$ 2,272.42	5,325	5,305
	a) MCMA Annual Conference	\$ 720			
	b) MCMA Winter Workshop	\$ 125			
	c) MCFOA Annual Conference	\$ 765			
	d) LMC Annual Conference	\$ 700			
	e) MCFOA Clerk's Institute	\$ 675			
	f) Municipals Banquets	\$ 250			
	g) LMC Loss Control Workshop	\$ 120			
	h) MN GFOA Conference	\$ 700			
	i) Miscellaneous	\$ 1,250			
4330	DUES & SUBSCRIPTIONS		\$ 1,708.58	1,625	1,600
	a) ICMA	\$ 1,015			
	b) Municipals	\$ 25			
	c) Sam's Club	\$ 45			
	d) MCFOA	\$ 110			
	e) MN GFOA	\$ 70			
	f) LMC City Official Directory	\$ 65			
	g) MCMA	\$ 150			
	h) Notary Renewal	\$ 120			

2023 BUDGET BREAKDOWN OF EXPENDITURES:**ADMINISTRATION-41400 (CON'T)**

		2021 ACTUAL	2022 BUDGET	2023 BUDGET
4350	BANK FEES	\$ 1,658.72	2,000	1,700
4390	US BANK CREDIT CARD REBATE	\$ (476.98)		
4500	CONTRACTUAL SERVICES	\$ 5,247.95	5,055	8,790
	a) Shredding Service	\$ 710		
	b) Northland Securities	\$ 645		
	Continuing Disclosure Reports			
	c) City Code Self-Publication License	\$ 2,200		
	d) Strategic Insights - CIP Software	\$ 775		
	e) Agenda Management Software	\$ 3,800		
	f) Zoom Professional	\$ 160		
	g) Contingency	\$ 500		
5000	CAPITAL OUTLAY	\$ -		
<u>TOTAL ADMINISTRATION</u>		\$ 380,348.31	\$465,602	488,564

GENERAL FUND-ASSESSOR ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-41500-4000	CONTRACTUAL SERVICES	34,416.00	37,042.40	37,360.00	37,615.00	37,500	38,000
TOTAL ASSESSOR		34,416.00	37,042.40	37,360.00	37,615.00	37,500	38,000

2023 BUDGET BREAKDOWN OF EXPENDITURES:**ASSESSOR-41500**

4000 CONTRACTUAL SERVICES
a) Kenneth A. Tolzmann Contract

2021 ACTUAL	2022 BUDGET	2023 BUDGET
\$ 37,615.00	\$ 37,500	\$ 38,000

GENERAL FUND-AUDIT & ACCTG SERV ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-41540-3010	AUDIT & ACCTG SERVICES	10,676.50	12,012.50	8,062.50	11,425.00	11,950	12,425
TOTAL AUDIT & ACCTG SERV		10,676.50	12,012.50	8,062.50	11,425.00	11,950	12,425

2023 BUDGET BREAKDOWN OF EXPENDITURES:**AUDIT & FINANCIAL-41540****3010 AUDIT EXPENSE**

a) Expense breakdown

General Fund - 50%

Public Utilities - 50%

	2021 ACTUAL	2022 BUDGET	2023 BUDGET
	\$ 11,425.00	\$ 11,950	\$ 12,425

GENERAL FUND-I.T. SERVICES		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41600-4000	CONTRACTUAL SERVICES	27,824.81	49,079.16	62,387.73	65,225.63	61,305	62,689
TOTAL I.T. SERVICES		27,824.81	49,079.16	62,387.73	65,225.63	61,305	62,689

2023 BUDGET BREAKDOWN OF EXPENDITURES:**I T DEPARTMENT-41600****4000 CONTRACTUAL SERVICES**

a) IT Services (Computer Integration Technologies)	\$38,304
b) High Speed Internet - Comcast (\$245/month)	\$2,940
c) Constant Contact (\$45/month)	\$540
d) Website Hosting/Domains	\$2,000
e) Exchange Subscription (\$10/mo/user @ 40 users)	\$4,800
f) Zix encrypted e-mail (\$89/yr/user @ 29 users)	\$2,465
g) Off-site backup (City)	\$600
h) Datto off-site backup (PD)	\$8,640
i) Anoka County Connect (\$75/month)	\$900
j) Miscellaneous	\$1,500

2021 ACTUAL	2022 BUDGET	2023 BUDGET
\$ 65,225.63	\$ 61,305	\$ 62,689

GENERAL FUND-LEGAL FEES		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41610-3040	LEGAL SERVICES	122,222.82	99,962.43	113,796.42	103,123.34	122,500	122,500
TOTAL LEGAL FEES		122,222.82	99,962.43	113,796.42	103,123.34	122,500	122,500

2023 BUDGET BREAKDOWN OF EXPENDITURES:**LEGAL FEES-41610****3040 ATTORNEY FEES**

- a) Civil 9%
- b) Criminal 85%
- c) Special Projects 6%

2021 ACTUAL	2022 BUDGET	2023 BUDGET
\$ 103,123.34	\$ 122,500	\$ 122,500

GENERAL FUND-ENGINEERING ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-41710-3030	ENGINEERING SERVICES	3,719.66	2,500.81	8,366.00	2,716.50	7,500	6,500
TOTAL ENGINEERING FEES		3,719.66	2,500.81	8,366.00	2,716.50	7,500	6,500

2023 BUDGET BREAKDOWN OF EXPENDITURES:

ENGINEERING FEES-41710

3030 ENGINEERING FEES

2021 ACTUAL	2022 BUDGET	2023 BUDGET
\$ 2,716.50	\$ 7,500	\$ 6,500

GENERAL FUND-PLANNING & ZONING		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-41720-2100	OPERATING SUPPLIES	17.99	18.29	19.27	0.00	125	100
101-41720-2220	POSTAGE	0.00	(8.92)	71.00	40.28	100	100
101-41720-3500	PRINTING & PUBLISHING	32.25	139.76	80.63	37.63	300	300
101-41720-4000	PLANNER FEES	367.53	469.65	517.25	3,511.75	500	1,500
TOTAL PLANNING & ZONING		417.77	618.78	688.15	3,589.66	1,025	2,000

2023 BUDGET BREAKDOWN OF EXPENDITURES:**PLANNING & ZONING-41720****2100 OPERATING SUPPLIES**

a) Name Plates

b) Letterhead/Envelopes

2220 POSTAGE**3500 PRINTING & PUBLISHING**

a) Public Notices (Property Owners)

b) Official Notices (Newspapers)

4000 PLANNER FEES**TOTAL PLANNING & ZONING**

	2021 ACTUAL	2022 BUDGET	2023 BUDGET
	\$ -	\$ 125	\$ 100
	\$ 40.28	\$ 100	\$ 100
	\$ 37.63	\$ 300	\$ 300
	\$ 3,511.75	\$ 500	\$ 1,500
	\$ 3,589.66	\$ 1,025	\$ 2,000

GENERAL FUND-GOVERNMENT BUILDING ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-41940-1010	FULL TIME EMPLOYEES	16,575.15	15,648.38	5,317.34	16,613.99	17,128	17,557
101-41940-1013	OVERTIME	-	1,052.83	510.31	370.47	0	0
101-41940-1020	ON CALL SALARIES	-	233.46	735.08	421.51	0	0
101-41940-1050	VACATION BUY BACK	0.00	150.64	310.34	319.64	400	400
101-41940-1210	PERA CONTRIBUTION	1,242.95	1,269.92	505.11	1,305.13	1,285	1,317
101-41940-1220	FICA & MEDICARE	1,240.13	1,280.46	513.57	1,328.81	1,342	1,375
101-41940-1300	HEALTH-DENTAL INS	2,474.66	2,598.16	(552.68)	2,101.86	2,966	2,947
101-41940-1313	LIFE INSURANCE	12.50	12.48	5.26	12.48	13	13
101-41940-1510	WORK COMP INSURANCE	557.00	0.00	0.00	113.13	1,017	1,052
101-41940-2100	OPERATING SUPPLIES	10,147.49	10,012.48	11,104.42	10,613.17	9,500	10,000
101-41940-2200	REPAIR & MAINTENANCE	6,853.14	14,129.89	20,861.26	10,662.77	12,000	12,000
101-41940-2225	LANDSCAPE MATERIALS	0.00	0.00	0.00	0.00	0	0
101-41940-2280	UNIFORM ALLOWANCE	125.00	125.00	143.74	143.74	750	750
101-41940-3210	TELEPHONE & SERVICE	5,681.77	6,372.22	6,987.69	7,101.38	7,465	9,300
101-41940-3810	ELECTRIC UTILITIES	23,400.10	29,979.51	22,709.98	33,039.47	23,000	23,000
101-41940-3830	GAS UTILITIES	15,486.38	16,277.57	13,291.64	14,445.94	15,500	24,000
101-41940-3841	RUBBISH REMOVAL	3,128.34	3,485.81	4,129.35	4,449.24	4,300	4,300
101-41940-4000	CONTRACTUAL SERVICES	5,738.73	4,987.71	5,026.51	18,873.88	30,000	9,465
101-41940-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
101-41940-7000	GOV'T BLDG REPL FUND	9,394.00	9,264.00	9,428.00	11,688.00	12,667	11,748
TOTAL GOVERNMENT BUILDING		102,057.34	116,880.52	101,026.92	133,604.61	139,333	129,224

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021 ACTUAL	2022 BUDGET	2023 BUDGET
<u>GOVERNMENT BUILDINGS-41940</u>						
1010	SALARIES *2023 Salaries			\$ 16,613.99	17,128	17,557
	a) 1 - 25%					
1013	OVERTIME			\$ 370.47		0
1020	ON CALL SALARIES			\$ 421.51		0
1050	VACATION BUY BACK			\$ 319.64	400	400
1210	PERA EMPLOYER CONTRIBUTION			\$ 1,305.13	1,285	1,317
	a) Coordinated 7.5%	\$ 17,557				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 1,328.81	1,342	1,375
	a) FICA 6.2%	\$ 17,957	\$ 1,114			
	b) Medicare 1.45%	\$ 17,957	\$ 261			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 2,101.86	2,966	2,947
1313	PRUDENTIAL LIFE INSURANCE			\$ 12.48	13	13
1510	WORKER'S COMPENSATION			\$ 113.13	1,017	1,052
	a) Premium	\$ 1,052				
	b) Deductible	\$ -				
2100	OPERATING SUPPLIES			\$ 10,613.17	9,500	10,000
	a) Paper Products					
	b) Cleaning Supplies					
	c) Biohazard Clean Up Kits					
	d) Mat Cleaning Service					
2200	REPAIR & MAINTENANCE			\$ 10,662.77	12,000	12,000
	a) Irrigation System	\$ 538				
	b) Plbg./Electrical	\$ 2,322				
	c) General Bldg. Repair/Maint.	\$ 6,890				
	d) Annual Fire Ext. Maint.	\$ 750				
	e) Test Fire Sprinklers in North Garage	\$ 500				
	f) Gun Range-Service Calls (furnace etc)	\$ 1,000				
2225	LANDSCAPE MATERIALS			\$ -		
2280	UNIFORMS			\$ 143.74	750	750
	a) Uniforms Allowance per contract	\$ 700				
	b) T-Shirts	\$ 50				

2023 BUDGET BREAKDOWN OF EXPENDITURES:**GOVERNMENT BUILDING-41940 (CON'T)**

		2021 ACTUAL	2022 BUDGET	2023 BUDGET
3210	LANDLINE TELEPHONE			
	a) Cloud Phone System	\$ 7,101.38	7,465	9,300
				\$ 9,300
3810	ELECTRIC SERVICE	\$ 33,039.47	23,000	23,000
	a) Bulletin Board			
	b) Security Lighting			
	c) City Offices			
	d) Public Works Building			
3830	GAS UTILITIES	\$ 14,445.94	15,500	24,000
	a) Public Works Building			
	b) City Hall			
3841	RUBBISH REMOVAL	\$ 4,449.24	4,300	4,300
	a) Rubbish Removal	\$ 3,450		
	b) Anoka County Solid Waste Mgmt Fee	\$ 850		
4000	CONTRACTUAL SERVICES	\$ 18,873.88	30,000	9,465
	a) Pest Control	\$ 535		
	b) Safety Consultant	\$ 640		
	c) Security Camera Maintenance	\$ 3,825		
5000	CAPITAL OUTLAY	\$ -		
7000	GOVERNMENT BUILDING REPLACEMENT FUND	\$ 11,688.00	12,667	11,748
				\$ 117,476
<u>TOTAL GOVERNMENT BUILDINGS</u>		\$ 133,604.61	\$ 139,333	129,224

GENERAL FUND-POLICE PROTECTION ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-42100-1010	FULL TIME EMPLOYEES	1,117,015.86	1,119,092.69	1,038,647.10	1,172,745.00	1,149,958	1,198,674
101-42100-1013	OVERTIME	52,807.84	81,582.70	30,372.88	100,369.04	97,000	97,000
101-42100-1050	VACATION BUY BACK	7,273.89	14,183.96	6,933.16	5,509.13	10,000	10,000
101-42100-1210	PERA CONTRIBUTION	174,504.35	187,485.93	168,926.98	199,707.42	201,129	209,079
101-42100-1220	FICA & MEDICARE	27,073.52	28,324.18	27,160.08	28,124.67	30,751	31,866
101-42100-1300	HEALTH-DENTAL INS	170,165.46	178,793.65	161,903.03	184,560.79	210,058	202,459
101-42100-1313	LIFE INSURANCE	732.96	767.40	640.91	721.66	722	723
101-42100-1510	WORK COMP INSURANCE	37,782.33	45,195.29	42,363.99	57,483.40	51,017	84,476
101-42100-2000	OFFICE SUPPLIES	1,496.21	2,355.83	2,656.22	2,331.98	3,600	3,600
101-42100-2030	PRINTED FORMS	586.70	1,166.01	275.91	1,266.96	1,200	2,200
101-42100-2040	RANGE EQUIP & SUPPLIES	7,699.71	7,364.42	7,591.09	9,212.93	9,750	9,400
101-42100-2100	OPERATING SUPPLIES	1,776.18	627.25	1,819.47	3,259.46	5,382	6,330
101-42100-2120	FUEL-LUBRICANTS	21,057.47	17,738.99	13,141.03	19,573.15	27,200	30,000
101-42100-2220	POSTAGE	349.89	404.73	298.44	267.03	1,900	1,900
101-42100-3050	MEDICAL EXPENSE	0.00	1,020.57	1,425.60	10,263.00	2,000	2,000
101-42100-3210	CELL TELEPHONES	2,691.09	2,562.88	1,665.92	2,671.23	3,900	3,425
101-42100-3211	DATA SERVICES	30,647.73	29,060.21	28,222.74	28,308.31	37,668	37,665
101-42100-3300	UNIFORM ALLOWANCE	6,934.14	10,431.51	11,804.90	11,817.60	10,960	11,730
101-42100-3310	TRAVEL EXPENSE	535.96	1,045.15	520.25	943.26	1,200	1,200
101-42100-3421	800 MHZ RADIO	0.00	2,006.00	0.00	106.50	2,006	2,000
101-42100-4000	CONTRACTUAL SERVICES	14,802.14	14,810.53	16,819.35	24,141.42	40,345	50,083
101-42100-4050	MAINT AGREEMENT	4,496.81	4,926.82	5,925.71	6,327.41	7,300	8,169
101-42100-4060	AUTO EQUIP REPAIRS	29,556.41	18,923.04	21,085.77	13,946.91	20,000	20,000
101-42100-4070	OTHER EQUIP REPAIRS	2,351.68	685.97	2,066.57	1,968.40	2,500	2,500
101-42100-4300	CONFERENCE & SCHOOLS	13,140.79	10,539.31	10,806.60	9,928.49	22,305	30,000
101-42100-4330	DUES & SUBSCRIPTIONS	1,435.77	1,498.00	1,155.24	1,047.68	1,630	1,605
101-42100-5000	CAPITAL OUTLAY	31,633.74	28,937.14	6,442.50	64,604.13	39,752	49,500
101-42100-7000	TRANSFERS OUT	16,657.00	23,055.97	25,728.65	19,056.50	17,157	25,157
TOTAL POLICE PROTECTION		1,775,205.63	1,834,586.13	1,636,400.09	1,980,263.46	2,008,390	2,132,741

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021	2022	2023
<u>POLICE PROTECTION-42100</u>				ACTUAL	BUDGET	BUDGET
1010	SALARIES	*2023 Salaries		\$ 1,172,745.00	\$ 1,149,958	\$ 1,198,674
	a) Officers, Chief & Sergeants		\$ 1,006,083			
	b) Record Management Technicians		\$ 191,151			
	c) Terminal Agency Coord (TAC)		\$ 1,440			
	Special Pay - \$120/month					
1013	OVERTIME			\$ 100,369.04	\$ 97,000	\$ 97,000
	a) Officers		\$ 82,000			
	b) Record Management Technicians		\$ 6,000			
	c) City SITE		\$ 9,000			
	<i>(Holiday Pay, **Revenue Generating: Safe & Sober Grant, SITE; Non Generating Revenue: Night to Unite)</i>					
1050	VACATION BUY BACK			\$ 5,509.13	\$ 10,000	\$ 10,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 199,707.42	\$ 201,129	\$ 209,079
	a) PNF 17.70%	\$ 1,097,083	\$ 194,184			
	b) Coordinated 7.5%	\$ 198,591	\$ 14,895			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 28,124.67	\$ 30,751	\$ 31,866
	a) FICA 6.2%	\$ 208,591	\$ 12,933			
	b) Medicare 1.45%	\$ 1,305,674	\$ 18,933			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 184,560.79	\$ 210,058	\$ 202,459
1313	PRUDENTIAL LIFE INSURANCE			\$ 721.66	\$ 722	\$ 723
1510	WORKER'S COMPENSATION			\$ 57,483.40	\$ 51,017	\$ 84,476
	a) Premium		\$ 81,476			
	b) Deductible		\$ 3,000			
2000	OFFICE SUPPLIES			\$ 2,331.98	\$ 3,600	\$ 3,600
	a) Ticket Writer Paper					
	b) Ink Cartridges					
	c) Printer Paper					
2030	PRINTED FORMS			\$ 1,266.96	\$ 1,200	\$ 2,200
	a) Mandate Property Receipts					
	b) Notice of Seizure/Intent to Forfeit					
	c) Business Cards & Letterhead					
	d) Police Department Recruitment					

2023 BUDGET BREAKDOWN OF EXPENDITURES:

<u>POLICE PROTECTION-42100 (CON'T)</u>		2021 ACTUAL	2022 BUDGET	2023 BUDGET
2040	RANGE EQUIPMENT & SUPPLIES	\$ 9,212.93	\$ 9,750	\$ 9,400
	a) Range Rental	\$ 500		
	b) Ammo (Mandated to use duty ammo)	\$ 5,000		
	c) Targets	\$ 300		
	d) Range Filter	\$ 700		
	e) Gun Cleaning Supplies	\$ 300		
	f) Range Cleaning-Contractor	\$ 1,800		
	g) Range Service Calls-routine maintenance	\$ 800		
2100	OPERATING SUPPLIES	\$ 3,259.46	\$ 5,382	\$ 6,330
	a) First Aid Supplies	\$ 200		
	b) Tobacco compliance checks	\$ 100		
	c) Vehicle Registrations	\$ 200		
	d) Vehicle Title Transfers	\$ 60		
	e) Mouth Pieces	\$ 350		
	f) Defib Electrodes \$170x10	\$ 1,700		
	g) Biohazard Clean-Up Kits	\$ 250		
	h) Eyeglasses (Contractual)	\$ 600		
	i) Annual Fire Ext Inspections	\$ 420		
	j) Narcan	\$ 1,050		
	k) Crime Prevention	\$ 1,000		
	l) Miscellaneous	\$ 400		
2120	MOTOR FUELS & LUBRICANTS	\$ 19,573.15	\$ 27,200	\$ 30,000
2220	POSTAGE	\$ 267.03	\$ 1,900	\$ 1,900
3050	MEDICAL EXPENSES	\$ 10,263.00	\$ 2,000	\$ 2,000
	a) Hiring Process-Employee Physical & Psych Evaluation			
3210	CELL PHONES & AIR CARDS	\$ 2,671.23	\$ 3,900	\$ 3,425
	(Aircards-Laptops-Unlimited Data.			
3211	DATA SERVICES	\$ 28,308.31	\$ 37,668	\$ 37,665
	a) Mobile Data Quarterly Fee \$450x4	\$ 1,800		
	b) Monthly Mobile Access \$268x12	\$ 3,211		
	c) CJDN Quarterly Fee \$390x4	\$ 1,560		
	d) Netmotion Mobility	\$ 2,500		
	e) Evidence.com/Officer Safety (BWL/Tasers)	\$ 20,824		
	f) Evidence.com/Squad Video Fleet System	\$ 7,770		

2023 BUDGET BREAKDOWN OF EXPENDITURES:

		2021	2022	2023
<u>POLICE PROTECTION-42100 (CON'T)</u>		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
3300	CLOTHING & PERSONAL EQUIPMENT	\$ 11,817.60	\$ 10,960	\$ 11,730
	a) \$930 x 11	\$ 10,230		
	b) Office Staff \$350 x 3	\$ 1,200		
	c) Service Awards	\$ 300		
3310	TRAVEL EXPENSE	\$ 943.26	\$ 1,200	\$ 1,200
3421	800 MHZ RADIO	\$ 106.50	\$ 2,006	\$ 2,000
	a) Annual MESB Fee	\$ 1,000		
	b) Radio Extended Warranty	\$ 1,000		
4000	CONTRACTUAL SERVICE	\$ 24,141.42	\$ 40,345	\$ 50,083
	a) Shredding Service	\$ 600		
	b) Radar Calibration	\$ 400		
	c) Public Safety Data System (PSDS)	\$ 16,863		
	d) Detox transportation	\$ 335		
	e) MN IT	\$ 600		
	f) Certified Crime Fighter	\$ 1,000		
	g) VCS (P.D. Work Schedule Software-Annual)	\$ 1,802		
	h) Interpretative Services	\$ 1,500		
	i) SLP Power Program	\$ 17,500		
	j) LEXIPOL Policy and Training	\$ 9,483		
4050	MAINTENANCE AGREEMENTS	\$ 6,327.41	\$ 7,300	\$ 8,169
	a) Copier & Overages	\$ 2,500		
	b) Imaging, Scanner Service Plan & Support (Marco/OPG-3)	\$ 1,600		
	c) Speed Trailer-Annual Traffic Suite	\$ 4,069		
4060	AUTO EQUIPMENT & REPAIR	\$ 13,946.91	\$ 20,000	\$ 20,000
4070	OTHER EQUIPMENT REPAIR	\$ 1,968.40	\$ 2,500	\$ 2,500
4300	CONFERENCES & SCHOOLS	\$ 9,928.49	\$ 22,305	\$ 30,000
	a) Law Enforcement Training	\$ 17,000		
	b) IACP Conference	\$ 3,000		
	c) Training per Contract (\$500 x 11)	\$ 6,000		
	d) BCA PTT	\$ 1,000		
	e) Records Management Training	\$ 1,000		
	f) MN Chief of Police ETI (Sgt's/Chief)	\$ 2,000		

2023 BUDGET BREAKDOWN OF EXPENDITURES:**POLICE PROTECTION-42100 (CON'T)**

			2021 ACTUAL	2022 BUDGET	2023 BUDGET
4330 DUES & SUBSCRIPTIONS			\$ 1,047.68	\$ 1,630	\$ 1,605
a) Anoka County Chiefs	\$	145			
b) MN Chiefs of Police	\$	305			
c) IACP	\$	190			
d) Post Board Renewals (\$90x1)	\$	360			
e) MN Crime Prevention	\$	60			
f) Assn. Of Training Officers	\$	15			
g) Sam's Club	\$	35			
h) Tri Co Investigation Assoc.	\$	75			
i) MOCIC	\$	250			
j) PLEAA - Police Tech Membership	\$	105			
k) IAPE (Evidence Room)	\$	65			
5000 CAPITAL OUTLAY			\$ 64,604.13	\$ 39,752	\$ 49,500
a) 2023 Squad	\$	36,500			
b) Tear Down & Rebuild 2021	\$	12,000			
c) Squad Graphic's Stripping	\$	1,000			
7000 TRANSFER OUT			\$ 19,056.50	\$ 17,157	\$ 25,157
a) Radio Replacement (Fund 243)	\$	10,000			
b) Emergency Management (Fund 249)	\$	3,157			
1) Repair & Maintenance	\$	1,450.00			
2) Electric	\$	100.00			
3) Maintenance Agreement	\$	1,107.00			
4) Capital Outlay	\$	500.00			
i) Masks Gloves					
ii) Storage Bins					
iii) Barrier Tape					
c) Animal Control (Fund 250)	\$	1,000			
d) Reserves (Fund 103)	\$	2,500			
e) Chaplain Program (Fund 103)	\$	500			
f) 800 MHZ Radio	\$	2,000			
g) Contractual Service	\$	6,000			
<u>TOTAL POLICE PROTECTION</u>			\$ 1,980,263.46	\$ 2,008,390	2,132,741

GENERAL FUND-FIRE PROTECTION		2018	2019	2020	2021	2022	2023
ACCT #	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
101-42200-4000	CONTRACTUAL SERVICES	226,008.00	220,368.00	230,700	246,252.00	255,125	264,095
101-42200-4935	STATE FIRE AID	0.00	0.00	0	0.00	0	0
101-42200-5000	CAPITAL OUTLAY	34,986.00	29,178.00	63,145	4,080.00	46,410	50,000
101-42200-7000	PERMANENT TRANSFERS OU	-	39,570.60		41,377.00		
TOTAL FIRE PROTECTION		260,994.00	289,116.60	293,845.10	291,709.00	301,535	314,095

2023 BUDGET BREAKDOWN OF EXPENDITURES:**FIRE PROTECTION-42200****4000 FIRE DEPARTMENT CONTRACT**

2021 ACTUAL	2022 BUDGET	2023 BUDGET
\$ 246,252.00	\$ 255,125	\$ 264,095

5000 CAPITAL OUTLAY

\$ 45,457.00	\$ 46,410	\$ 50,000
--------------	-----------	-----------

TOTAL FIRE PROTECTION

\$ 291,709.00	\$ 301,535	\$ 314,095
---------------	------------	------------

Fire Department Formula Distribution

Spring Lake Park	8.500%
Mounds View	15.500%
Blaine	76.000%

Spring Lake Park Fire Department, Inc.
2023 Budget, Proposed
OPERATING, Detail

COST		2022	2023	Inc/(Dec)		
Operating Cost, Share						
Blaine		2,281,121	2,361,318	80,197		
Mounds View		465,229	481,585	16,356		
Spring Lake Park		255,125	264,095	8,969		
Total Operating Cost		3,001,475	3,106,998	105,523	3.52%	
Formula						
Blaine		76.000%	76.000%	0.000%		
Mounds View		15.500%	15.500%	0.000%		
Spring Lake Park		8.500%	8.500%	0.000%		
EXPENSES		2022	2023	Inc/(Dec)		2023
Payroll		SBM	SBM	SBM	SBM	CFD
4210	Chief	142,564	146,841	4,427	3.00%	
4109	Uniform Allowance	400	400	-	0%	
4244	FF/Support Services Sup.	81,353	83,794	2,441	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4265	FF/Deputy Chief	118,970	122,539	3,569	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4266	FF/Ops Chief	102,377	105,448	3,071	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4274	FF/Fire Tech Training	54,911	56,558	1,647	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4271	FF/IS Network	85,990	88,570	2,580	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4262	FF/ BC CRR	85,990	88,570	2,580	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4264	FF/Mechanic	81,647	84,100	2,453	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4268	FF/BC Training	91,479	94,479	3,000	3.28%	
4109	Uniform Allowance	300	300	-	0%	
4260	FF/BC Admin	85,990	88,570	2,580	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4272	FF/Records Tech	72,418	74,590	2,172	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4270	FF/Training Officer	61,105	70,000	8,895	14.56%	
4109	Uniform Allowance	300	300	-	0%	
4221	Executive Assistant	42,469	45,139	2,670	6.29%	
4109	Uniform Allowance	300	300	-	0%	
4267	CRR Specialist	56,902	58,609	1,707	3.00%	
4109	Uniform Allowance	300	300	-	0%	
4502	Fire Tech - CFD			-		\$ 67,029
4109	Uniform Allowance					\$ 300
4503	Fire Inspector - CFD					\$ 70,970
4109	Uniform Allowance					\$ 300
4279	Overtime	32,000	32,000	-	0%	

4250	Board of Directors (7)	13,236	13,633	397	3.00%	
	Total Administrative Payroll	1,213,701	1,257,739	44,188	3.63%	\$ 138,599

Volunteer Payroll

4280	Duty Crew	27,300	28,119	819	3.00%	
4281	Cleanup	3,170	3,200	30	0.95%	
4282	Miscellaneous Duty	741	741	(0)	-0.04%	
4283	Training - Regular Drills	4,200	4,200	-	0.00%	
4284	Special Training	9,450	9,450	-	0.00%	
4285	Fire Calls	10,500	10,500	-	0.00%	
4286	Fire Prevention FF	1,575	1,575	-	0.00%	
4287	Pub Ed. Pay	15,750	15,000	(750)	-4.76%	
4288	Supplemental Pay - Vol FF	50,647	52,000	1,353	2.67%	
4290	Fire Prevention Officers	-	-	-	0%	
4293	Pre-Plan Assistance (3)	3,218	3,000	(218)	-6.78%	
4295	Investigation Division	-	-	-	0%	
4298	District and Volunteer Chief	26,250	28,000	1,750	6.67%	
4303	Drive Sim training pay	1,864	1,000	(864)	-46.34%	
4310	Miscellaneous Pay	23,100	25,000	1,900	8.23%	
4390	Vol FF Retire Pension - En	187,801	193,435	5,634	3.00%	
	Total Volunteer Payroll	365,566	375,220	9,654	2.64%	

Payroll Taxes

4810	Fica Employer Tax	26,714	29,342	2,628	9.84%	
4811	Medicare Employer Tax	21,874	24,998	3,124	14.28%	\$ 2,001
	Total Payroll Taxes	48,588	54,340	5,752	11.84%	\$ 2,001

Benefits

4400	Employee Medical/Dental I	207,480	214,200	6,720	3.24%	\$ 29,640
4420	Employee Wellness/Life	10,000	10,000	-	0.00%	\$ 1,200
4812	P&F Pera Employer Share	202,139	208,928	6,789	3.36%	\$ 24,426
4813	CRD Pera Employer Share	3,599	3,825	226	6.27%	
4890	Vol FF Retire Pension - Cit	202,778	208,861	6,083	3.00%	
	Total Benefits	625,996	645,696	19,818	3.15%	\$ 55,266

Utilities

5101	Light & Power Sta 1	9,000	9,000	-	0.00%	
5102	Light & Power Sta 2	6,500	6,500	-	0.00%	
5103	Light & Power Sta 3	32,000	32,000	-	0.00%	
5104	Light & Power Sta 4	2,900	2,900	-	0.00%	
5110	Sewer & Water	7,600	7,700	100	1.32%	
5121	Heat Sta 1	5,000	8,000	3,000	60.00%	
5122	Heat Sta 2	3,500	5,000	1,500	42.86%	
5123	Heat Sta 3	10,000	10,000	-	0.00%	
5124	Heat Sta 4	2,000	4,000	2,000	100.00%	
5130	Telephone-Stations	12,500	12,000	(500)	-4.00%	
5131	Telephone - Cell Phones	19,000	19,000	-	0.00%	
5132	Telephone - Air Cards	5,000	5,000	-	0.00%	
5133	Cable / Internet Provider	6,500	6,500	-	0.00%	
	Total Utilities	121,500	127,600	6,100	5.02%	

Supplies

5206	General Supplies	38,000	42,000	4,000	11%	
5610	Office Supplies	18,750	18,000	(750)	-4%	
	Total Supplies	56,750	60,000	3,250	6%	

Communications

5310	Pager/Radio Repairs	1,300	1,300	-	0%	
5320	Pager/Radio Batteries	500	500	-	0%	
5340	Pager/Radio - New	4,000	4,000	-	0%	
5350	Radio Access Fee -- 800m	-	-	-	0%	
	Total Communications	5,800	5,800	-	0%	

Apparatus Maint/Mortal Equipment

5210	Mortal Equipment	42,000	50,000	8,000	19.05%	
5218	Investigation Expense	1,000	1,200	200	20%	
5220	Equipment Maintenance	-	-	-	0%	
5410	Apparatus Maintenance	50,000	57,000	7,000	14.00%	
5411	Apparatus Preventive Mair	6,000	6,000	-	0%	
5420	Fuel	42,000	45,000	3,000	7%	
	Total App Maint/Mortal Equip	141,000	159,200	18,200	12.91%	

Meetings/Conference/Travel

5207	Mileage, Parking, Travel	2,000	2,000	-	0%	
5208	Meetings, Meals, Lodging	3,500	3,500	-	0%	
5510	Dues/Subscriptions	6,000	6,000	-	0%	
5520	Conferences	5,000	5,000	-	0%	
	Total Meet/Conf/Travel	16,500	16,500	-	0%	

Building Maintenance/Supplies

5601	Building Maintenance Stati	17,500	18,000	500	3%	
5602	Building Maintenance Stati	8,000	8,000	-	0%	
5603	Building Maintenance Stati	43,000	43,000	-	0%	
5604	Building Maintenance Stati	5,000	4,000	(1,000)	-20%	
5607	Cleaning Contract	6,000	7,000	1,000	16.67%	
	Total Bldg Maint/Supplies	79,500	80,000	500	0.63%	

Training

5710	Training - Misc	3,000	3,000	-	0%	
5711	Training - CRR	2,000	2,000	-	0%	
5713	Training - Professional Dev	10,000	10,000	-	0%	
5715	Training - Office	-	-	-	0%	
5716	Training - Operations	33,500	40,000	6,500	19%	
5718	Training - Certifications	2,500	2,500	-	0%	
5723	Training - EMS Expense	12,000	14,000	2,000	16.67%	
	Total Training	63,000	71,500	8,500	13.49%	

Insurance

5910	Insurance - Misc	3,000	3,000	-	0%	
5916	Insurance - Property/Comr	1,500	1,500	-	0%	
5917	Insurance - Auto	22,000	27,542	5,542	25.19%	
5918	Insurance - Umbrella Liab.	3,000	3,000	-	0.00%	
5919	Insurance - Worker's Com	170,500	175,000	4,500	2.64%	
	Total Insurance	200,000	210,042	10,042	5.02%	

Legal/Accounting						
5930	Legal	3,750	3,750	-	0%	
5935	Health Care Services	1,000	1,000	-	0%	
5940	Accounting	15,000	15,000	-	0.00%	
	Total Legal/Accounting	19,750	19,750	-	0.00%	
Medical						
5219	Medical Supplies	1,500	1,500	-	0%	
6010	Medical Exams	12,000	12,000	-	0.0%	
6012	Medical - Hepatitis B	-		-	0.0%	
	Total Medical	13,500	13,500	-	0.00%	
Uniforms						
6110	Uniforms	16,000	18,000	2,000	12.50%	
	Total Uniforms	16,000	18,000	2,000	12.50%	
Computer						
6210	Computer Maintenance	100	100	-	0.00%	
6211	Web / Email Server	3,000	3,000	-	0.00%	
6220	Computer Software/Equipr	35,500	35,500	-	0.00%	
6225	Computer Hardware	2,000	2,000	-	0%	
6230	PSDS- ACJPA	58,455	59,000	545	0.93%	
	Total Computer	99,055	99,600	545	0.55%	
Public Fire Ed						
6310	Public Fire Education	15,000	25,000	10,000	67%	
	Total Public Fire Ed	15,000	25,000	10,000	67%	
Other						
5690	Miscellaneous Expense	-		-	0%	
5945	Property Taxes	1,800	1,800	-	0%	
6510	Chaplaincy Program	1,000	1,000	-	0%	
6520	Fire Corps Program	3,000	10,000	7,000	233%	
6610	Selection/Promotion/Psych	7,000	8,000	1,000	14%	
6620	Volunteer Recruitment	2,000	5,000	3,000	150%	
6630	Explorers	3,000	3,000	-	0%	
	Safety Camp	1,000	1,000	-	0%	
	Total Other	18,800	29,800	11,000	59%	
	Total Operating Expenses	3,120,006	3,269,287	149,281	4.78%	\$ 195,866

Reimbursable Expenses/Income

MBFTE Reimbursement	(8,680)	(8,680)	-	0%	
ACFTA Rental	(6,000)	(6,000)	-	0%	
MAC Contract	(6,000)	(6,000)	-	0.00%	
Centennial Contract Admin Fee					\$ (141,609)
Centennial Contract FT Emp					\$ (195,866)
Total Reimbursible Expense	(20,680)	(20,680)	-	0.00%	\$ (337,475)

Total Operating	3,099,326	3,248,607	149,281	4.82%	\$ (141,609)
Operating Change w/CFD Revenue	97,409		7,672		
Total Net Operating COST	3,001,475			3.52%	3,106,998

Spring Lake Park Fire Department, Inc.
2023 Budget, Proposed

CAPITAL, Detail

COST	2022	2023	Inc/(Dec)
Capital Cost, Share			
Blaine	414,960	\$192,280	(222,680)
Mounds View	84,630	\$39,215	(45,415)
Spring Lake Park	46,410	\$21,505	(24,905)
Total Capital COST	546,000	253,000	(293,000)
Formula			
Blaine	76.000%	76.000%	0.000%
Mounds View	15.500%	15.500%	0.000%
Spring Lake Park	8.500%	8.500%	0.000%
EXPENSES			
Capital Expenses			
Safe escape House Refurb		\$15,000	15,000
Fire Extiquisher Prop		\$12,000	12,000
Ford F150 or something similar		\$70,000	70,000
Zodiak Boat with Motor		\$8,000	8,000
Polaris UTV with fire pump/rescue sled		\$60,000	60,000
Code reader (Mechanic)		\$12,000	12,000
Air conditioner recharge system		\$6,000	6,000
New PCs Chiefs 1-5		\$10,000	10,000
			-
PPE		\$60,000	60,000
			-
			-
Total Capital Expenses	-	253,000	253,000
Total Capital COST	-	253,000	253,000
		Capital Change	#DIV/0!

GENERAL FUND-CODE ENFORCEMENT ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-42300-1010	FULL TIME EMPLOYEES	105,673.07	69,555.63	87,554.72	125,138.46	189,819	199,936
101-42300-1030	PART TIME EMPLOYEES	16,888.50	6,324.00	25,266.00	18,096.00	0	0
101-42300-1050	VACATION BUY BACK	3,178.76	0.00	1,443.99	141.64	3,300	3,300
101-42300-1210	PERA CONTRIBUTION	8,656.56	4,118.45	3,801.11	5,888.93	14,237	22,255
101-42300-1220	FICA & MEDICARE	9,175.02	5,465.34	8,555.72	8,993.64	14,775	11,136
101-42300-1300	HEALTH-DENTAL INS	20,488.36	17,179.13	22,747.38	23,081.87	38,631	37,990
101-42300-1313	LIFE INSURANCE	77.04	59.72	76.56	97.90	129	130
101-42300-1510	WORK COMP INSURANCE	342.06	0.00	0.00	0.00	1,713	1,930
101-42300-2000	OFFICE SUPPLIES	623.17	523.24	203.79	213.01	600	600
101-42300-2100	OPERATING SUPPLIES	1,529.30	550.27	537.88	570.97	2,200	2,200
101-42300-2120	FUEL-LUBRICANTS	1,392.88	1,180.29	883.14	1,397.83	1,900	2,500
101-42300-2200	REPAIRS & MAINTENANCE	1,031.72	370.43	374.98	107.49	1,000	2,000
101-42300-3210	CELL TELEPHONE	1,313.51	706.10	516.04	588.07	2,000	2,000
101-42300-3310	TRAVEL EXPENSE	102.71	30.28	41.40	0.00	300	300
101-42300-4000	CONTRACTUAL SERVICES	0.00	122,834.26	11,437.84	0.00	3,000	3,000
101-42300-4300	CONFERENCE & SCHOOLS	1,082.07	2,236.36	1,038.83	1,550.00	2,600	2,600
101-42300-4330	DUES & SUBSCRIPTIONS	2,590.00	3,058.46	2,190.00	2,500.00	5,000	5,085
101-42300-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL CODE ENFORCEMENT		174,144.73	234,191.96	166,669.38	188,365.81	281,204	296,962

2023 BUDGET BREAKDOWN OF EXPENDITURES:

<u>CODE ENFORCEMENT-42300</u>		2021 ACTUAL	2022 BUDGET	2023 BUDGET
1010	SALARIES *2023 Salaries	\$ 125,138.46	\$ 189,819	\$ 199,936
	a) 100% Building Official & Code Enforcement Of	\$ 99,616		
	b) 100% Code Enforcement Inspector	\$ 71,162		
	b) 50% Receptionist	\$ 29,158		
1040	TEMPORARY SALARY	\$ 18,096.00	\$ -	\$ -
	Seasonal - NA	\$ -		
1050	VACATION BUY BACK	\$ 141.64	\$ 3,300	\$ 3,300
1210	PERA EMPLOYER CONTRIBUTION	\$ 5,888.93	\$ 14,237	\$ 22,255
	a) PNF 17.70%	\$ 71,162		
	b) Coordinated 7.5%	\$ 128,774		
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION	\$ 8,993.64	\$ 14,775	\$ 11,136
	a) FICA 6.2%	\$ 132,074		
	b) Medicare 1.45%	\$ 203,236		
1300	HEALTH & DENTAL INSURANCE/H.S.A	\$ 23,081.87	\$ 38,631	\$ 37,990
1313	PRUDENTIAL LIFE INSURANCE	\$ 97.90	\$ 129	\$ 130
1510	WORKER'S COMPENSATION	\$ -	\$ 1,713	\$ 1,930
	a) Premium	\$ 930		
	b) Deductible	\$ 1,000		
2000	OFFICE SUPPLIES	\$ 213.01	\$ 600	\$ 600
2100	OPERATING SUPPLIES	\$ 570.97	\$ 2,200	\$ 2,200
	a) Printed Forms - Permits	\$ 300		
	b) Business Cards	\$ 400		
	c) Identification Attire	\$ 800		
	d) Code Books & Publications	\$ 400		
	e) Annual Charge for Color Copies	\$ 300		
2120	MOTOR FUELS	\$ 1,397.83	\$ 1,900	\$ 2,500
2200	REPAIR & MAINTENANCE	\$ 107.49	\$ 1,000	\$ 2,000
	a) Vehicle Repair & Maint.			
3210	CELL PHONE	\$ 588.07	\$ 2,000	\$ 2,000
3310	TRAVEL EXPENSES	\$ -	\$ 300	\$ 300
4000	CONTRACTUAL SERVICES	\$ -	\$ 3,000	\$ 3,000
	a) City of Mounds View			

2023 BUDGET BREAKDOWN OF EXPENDITURES:**CODE ENFORCEMENT-42300 (CON'T)**

		2021 ACTUAL	2022 BUDGET	2023 BUDGET
4300	CONFERENCES & SCHOOLS	\$ 1,550.00	\$ 2,600	\$ 2,600
	a) Annual Bldg. Offical State Conference	\$ 2,200		
	b) Fire Marshall Training	\$ 100		
	c) M.A.H.C.O.	\$ 100		
	d) M.B.P.T.A.	\$ 200		
4330	DUES & SUBSCRIPTIONS	\$ 2,500.00	\$ 5,000	\$ 5,085
	a) ICC Membership	\$ 160		
	b) 10,000 Lakes Membership	\$ 150		
	c) Fire Marshalls Assn	\$ 200		
	d) M.A.H.C.O.	\$ 100		
	e) BS&A Annual Subscription	\$ 4,325		
	f) M.B.P.T.A.	\$ 150		
<u>TOTAL CODE ENFORCEMENT</u>		\$ 188,365.81	\$ 281,204	296,962

GENERAL FUND-STREET DEPARTMENT ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-43000-1010	FULL TIME EMPLOYEES	136,996.63	138,617.20	149,553.45	136,925.68	150,438	155,295
101-43000-1013	OVERTIME	3,691.93	4,858.29	3,276.64	2,394.78	8,824	8,862
101-43000-1020	ON-CALL SALARIES	1,686.52	934.04	3,590.19	1,396.46	4,034	4,052
101-43000-1050	VACATION BUY BACK	1,462.34	1,408.61	2,226.72	1,654.21	1,900	1,900
101-43000-1210	PERA CONTRIBUTION	10,661.68	11,050.47	11,941.63	11,499.36	12,248	12,616
101-43000-1220	FICA & MEDICARE	10,718.81	11,149.13	12,098.73	11,547.19	12,638	13,014
101-43000-1300	HEALTH-DENTAL INS	20,903.94	22,909.74	23,615.04	24,816.40	24,224	24,039
101-43000-1313	LIFE INSURANCE	106.31	106.35	106.40	106.32	105	105
101-43000-1510	WORK COMP INSURANCE	11,311.52	14,857.50	7,303.12	8,288.27	14,862	13,751
101-43000-2120	FUEL-LUBRICANTS	16,030.39	16,047.47	10,345.51	203.73	16,000	18,000
101-43000-2150	SHOP MATERIALS	2,001.49	3,672.28	2,603.61	13,202.78	3,500	3,500
101-43000-2200	REPAIR & MAINTENANCE	4,490.68	9,174.48	4,323.41	1,277.70	7,000	7,500
101-43000-2210	EQUIPMENT PARTS	8,351.36	12,193.76	7,225.01	12,828.87	8,500	8,500
101-43000-2221	TIRES	0.00	0.00	207.92	8,026.19	1,000	1,000
101-43000-2224	STREET MAINT SUPPLY	520.85	0.00	0.00	10,797.97	2,000	3,000
101-43000-2226	SIGNS & STRIPING	4,731.69	6,092.80	5,190.14	5,861.75	6,500	7,500
101-43000-2280	UNIFORM ALLOWANCE	875.00	1,113.40	1,196.00	1,196.00	1,300	1,300
101-43000-3210	CELL TELEPHONE	224.94	198.47	183.30	189.67	370	370
101-43000-4000	CONTRACTUAL SERVICES	1,720.64	738.95	1,529.30	26.40	1,040	1,040
101-43000-4300	CONFERENCE & SCHOOLS	1,569.42	607.70	213.06	989.02	800	800
101-43000-4330	DUES & SUBSCRIPTIONS	109.57	103.13	165.67	67.18	220	220
101-43000-5000	CAPITAL OUTLAY	0.00	0.00	0.00	43.57	0	0
101-43000-7000	TRANSFER OUT	1,600.00	1,600.00	2,000.00	2,000.00	3,000	20,000
TOTAL STREET DEPARTMENT		239,765.71	257,433.77	248,894.85	255,339.50	280,503	306,364

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021 ACTUAL	2022 BUDGET	2023 BUDGET
<u>STREETS-43000</u>						
1010	SALARIES	<i>*2023 Salaries</i>		\$ 136,925.68	150,438	155,295
	a) 1 - 100%		\$ 70,226			
	b) 3 - 25%		\$ 52,669			
	c) 28% of Director		\$ 32,400			
1013	OVERTIME			\$ 2,394.78	8,824	8,862
	a) 175 hrs					
1020	ON-CALL SALARIES			\$ 1,396.46	4,034	4,052
	a) 80 hrs					
1050	VACATION BUY BACK			\$ 1,654.21	1,900	1,900
1210	PERA EMPLOYER CONTRIBUTION			\$ 11,499.36	12,248	12,616
	a) Coordinated 7.5%	\$ 168,209				
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 11,547.19	12,638	13,014
	a) FICA 6.2%	\$ 170,109	\$ 10,547			
	b) Medicare 1.45%	\$ 170,109	\$ 2,467			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 24,816.40	24,224	24,039
1313	PRUDENTIAL LIFE INSURANCE			\$ 106.32	105	105
1510	WORKER'S COMPENSATION			\$ 8,288.27	14,862	13,751
	a) Premium	\$ 12,751				
	b) Deductible	\$ 1,000				
2100	OPERATING SUPPLIES			\$ 203.73	0	0
2120	MOTOR FUELS & LUBRICANTS			\$ 13,202.78	16,000	18,000
2150	SHOP MATERIALS			\$ 1,277.70	3,500	3,500
2200	REPAIR, MAINTENANCE & SUPPLIES			\$ 12,828.87	7,000	7,500
2210	EQUIPMENT PARTS			\$ 8,026.19	8,500	8,500
2221	TIRES			\$ 10,797.97	1,000	1,000
2224	STREET MAINTENANCE MATERIALS			\$ -	2,000	3,000
	a) Asphalt					
2226	SIGNS & STRIPING			\$ 5,861.75	6,500	7,500
	a) Crosswalks					
	b) Curbs					

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021	2022	2023
				ACTUAL	BUDGET	BUDGET
<u>STREETS-43000 (CON'T)</u>						
2280	UNIFORMS			\$ 1,196.00	1,300	1,300
	a) Uniforms Allowance per contract	\$	1,200			
	b) T-Shirts	\$	100			
3210	CELL PHONE			\$ 189.67	370	370
4000	CONTRACTUAL SERVICES			\$ 26.40	1,040	1,040
	a) Safety Consultant	\$	640			
	b) Random Drug Testing & Annual Fee	\$	400			
	c) Street Sweeping					
	(<i>\$9,000 - Storm Water Fund</i>)	\$	-			
4300	CONFERENCES & SCHOOLS			\$ 989.02	800	800
	a) Safety Training	\$	500			
	b) A.P.W.A. St. Cloud	\$	300			
4330	DUES & SUBSCRIPTIONS			\$ 67.18	220	220
	a) American Public Works Assn.	\$	200			
	b) Regional Mutual Aid Dues	\$	10			
	c) Wells Fargo Credit Card	\$	10			
5000	CAPITAL OUTLAY			\$ 43.57	0	0
7000	TRANSFER OUT			\$ 2,000.00	3,000	20,000
	a) Forestry (Fund 251)	\$	20,000			
	Tree removal E A B - \$20,000					
<u>TOTAL STREETS DEPARTMENT</u>				\$ 255,339.50	\$ 280,503	306,364

GENERAL FUND-RECREATION ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-45100-1010	FULL TIME EMPLOYEES	230,379.42	210,793.38	192,141.38	196,048.16	247,780	262,991
101-45100-1040	TEMPORARY EMPLOYEES	9,329.25	23,276.37	5,363.89	20,106.98	21,913	26,590
101-45100-1050	VACATION BUY BACK	2,771.42	2,366.40	2,102.75	1,617.34	3,000	3,000
101-45100-1210	PERA CONTRIBUTION	16,977.65	15,809.60	14,830.01	14,703.43	18,584	19,725
101-45100-1220	FICA & MEDICARE	17,828.71	17,690.89	15,388.56	15,789.65	20,862	22,384
101-45100-1300	HEALTH-DENTAL INS	36,856.29	36,095.54	31,817.38	34,981.84	41,570	41,041
101-45100-1313	LIFE INSURANCE	174.48	172.62	163.02	150.34	155	155
101-45100-1510	WORKERS COMP INSURANCE	853.43	0.00	0.00	14.66	3,778	5,081
101-45100-2000	OFFICE SUPPLIES	2,338.91	2,504.45	1,358.97	2,157.00	2,161	2,161
101-45100-2220	POSTAGE	11,004.18	10,825.76	4,734.69	11,955.56	9,521	13,581
101-45100-2290	RECREATION EQUIP-SUPPLIES	2,612.13	3,441.55	492.19	2,403.47	2,900	2,900
101-45100-3310	TRAVEL EXPENSE	1,071.49	323.52	0.00	653.71	1,000	1,000
101-45100-3410	EMPLOYMENT ADVERTISING	0.00	0.00	0.00	0.00	0	50
101-45100-3500	PRINTING & PUBLISHING	13,716.08	12,663.96	5,441.17	14,646.46	16,277	22,700
101-45100-4300	CONFERENCE & SCHOOLS	1,006.30	825.00	350.00	960.00	1,400	1,400
101-45100-4330	DUES & SUBSCRIPTIONS	575.00	890.00	627.65	404.93	930	630
101-45200-5000	CAPITAL OUTLAY	0.00	0.00	139.96	0.00	0	0
TOTAL RECREATION DEPARTMENT		347,494.74	337,679.04	274,951.62	316,593.53	391,831	425,389

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021	2022	2023
<u>RECREATION-45100</u>				ACTUAL	BUDGET	BUDGET
1010	SALARIES	<i>*2023 Salaries</i>		\$ 196,048.16	\$ 247,780	\$ 262,991
1040	TEMPORARY SALARIES	(Salary Range \$14-\$18)		\$ 20,106.98	\$ 21,913	\$ 26,590
	a) 3 Playground Leaders	\$17 x 320 hrs x 4 = \$21,760				
	b) Rink Attendants	\$11.50 x 200 hrs = \$2,300				
	c) Field Attendants	\$13.00 x 110 hrs = \$1,430				
	d) Softball Umpires	\$27.50 x 40 hrs = \$1,100				
1050	VACATION BUY BACK			\$ 1,617.34	\$ 3,000	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 14,703.43	\$ 18,584	\$ 19,725
	a) Coordinated 7.5%	\$ 262,991	\$ 19,724			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 15,789.65	\$ 20,862	\$ 22,384
	a) FICA 6.2%	\$ 292,581	\$ 18,141			
	b) Medicare 1.45%	\$ 292,581	\$ 4,243			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 34,981.84	\$ 41,570	\$ 41,041
1313	PRUDENTIAL LIFE INSURANCE			\$ 150.34	\$ 155	\$ 155
1510	WORKER'S COMPENSATION			\$ 14.66	\$ 3,778	\$ 5,081
	a) Premium	\$ 4,081				
	b) Deductible	\$ 1,000				
2000	OFFICE SUPPLIES			\$ 2,157.00	\$ 2,161	\$ 2,161
	a) Office Supplies	\$ 789				
	b) Woven Envelopes/Stationary Shells	\$ 372				
	c) Ink Cartridges, Toner	\$ 1,000				
2220	POSTAGE			\$ 11,955.56	\$ 9,521	\$ 13,581
	a) Recreation Brochure Mailing (2,300x3)	\$ 10,960				
	b) Miscellaneous Mailings	\$ 2,621				
2290	EQUIPMENT SUPPLIES			\$ 2,403.47	\$ 2,900	\$ 2,900
	a) Playground Supplies (Bats,Balls,Games)	\$ 464				
	b) Youth Program Supplies	\$ 836				
	c) Seniors Program	\$ 1,200				
3310	TRAVEL EXPENSE			\$ 653.71	\$ 1,000	\$ 1,000
3410	EMPLOYMENT ADVERTISING			\$ -	\$ -	\$ 50

2023 BUDGET BREAKDOWN OF EXPENDITURES:**RECREATION-45100 (CON'T)**

			2021	2022	2023
			ACTUAL	BUDGET	BUDGET
3500	PRINTING & PUBLISHING		\$ 14,646.46	\$ 16,277	\$ 22,700
	a) Winter Program Brochure	\$ 6,425			
	b) Fall Program Brochure	\$ 4,422			
	c) 8 page mid fall early winter	\$ 2,878			
	d) Spring/Summer Brochure (8 page)	\$ 2,878			
	e) Paper, ink & stencils for all flyers	\$ 1,857			
	f) New Journeys quarterly newsletter	\$ 4,240			
4300	CONFERENCES & SCHOOLS		\$ 960.00	\$ 1,400	\$ 1,400
	a) M.R.P.A. Annual Conference	\$ 1,300			
	b) Municipals Banquet	\$ -			
	c) M.R.P.A., LMC Workshops	\$ 100			
4330	DUES & SUBSCRIPTIONS		\$ 404.93	\$ 930	\$ 630
	a) M.R.P.A.	\$ 300			
	b) Sam's Club	\$ 120			
	c) Wells Fargo Credit Card	\$ 20			
	d) M.A.S.S.	\$ 15			
	e) National P.P.A.	\$ 175			
5000	CAPITAL OUTLAY		\$ -	\$ -	
<u>TOTAL RECREATION DEPARTMENT</u>			\$ 316,593.53	\$ 391,831	425,389

GENERAL FUND-PARKS DEPARTMENT ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-45200-1010	FULL TIME EMPLOYEES	144,839.66	149,935.95	160,934.58	160,461.45	158,906	163,975
101-45200-1013	OVERTIME	6,987.23	7,658.23	2,878.48	1,013.04	8,826	8,862
101-45200-1020	ON-CALL SALARIES	989.18	497.16	1,223.89	421.54	4,035	4,052
101-45200-1040	TEMPORARY EMPLOYEES	20,245.63	32,545.63	6,914.25	30,416.25	35,000	35,000
101-45200-1050	VACATION BUY BACK	2,759.94	2,686.51	2,982.53	3,072.01	3,000	3,000
101-45200-1210	PERA CONTRIBUTION	11,351.93	11,739.64	12,344.95	12,022.46	12,883	13,267
101-45200-1220	FICA & MEDICARE	13,134.71	14,496.68	13,162.83	14,585.87	16,048	16,440
101-45200-1300	HEALTH-DENTAL INS	22,300.10	24,221.84	23,958.36	24,595.82	24,796	24,497
101-45200-1313	LIFE INSURANCE	107.03	107.03	107.00	107.04	105	105
101-45200-1510	WORK COMP INSURANCE	13,354.85	7,895.00	5,052.50	7,858.80	10,781	14,203
101-45200-2100	OPERATING SUPPLIES	408.00	1,237.14	2,085.92	246.91	1,000	1,000
101-45200-2120	FUEL-LUBRICANTS	15,101.72	15,168.57	9,646.63	12,328.18	14,500	16,500
101-45200-2200	REPAIR & MAINTENANCE	11,458.71	5,041.42	9,343.17	16,979.82	26,800	25,300
101-45200-2210	EQUIPMENT PARTS	4,540.41	2,808.24	2,716.21	6,172.97	5,500	5,500
101-45200-2221	TIRES	396.94	229.68	283.61	719.02	800	800
101-45200-2225	LANDSCAPING MATERIAL	7,221.99	7,427.84	5,968.56	8,827.01	11,692	15,852
101-45200-2280	UNIFORM ALLOWANCE	875.00	1,113.40	1,196.00	1,196.00	1,300	1,200
101-45200-2290	RECR EQUIP SUPPLIES	848.52	844.08	1,967.59	503.84	4,300	4,300
101-45200-3210	CELL PHONE	487.67	510.09	516.04	518.77	500	500
101-45200-3810	ELECTRIC UTILITIES	4,175.07	4,455.08	4,176.13	4,375.75	4,500	5,000
101-45200-3830	GAS UTILITIES	3,117.92	3,208.13	2,885.53	3,102.97	3,500	4,200
101-45200-3841	RUBBISH REMOVAL	263.87	263.87	263.90	263.90	500	500
101-45200-4190	SATELLITE RENTAL	1,466.14	1,511.28	889.44	1,850.00	1,610	1,944
101-45200-4300	CONFERENCE & SCHOOLS	452.50	450.00	1,170.00	1,875.00	2,500	2,500
101-45200-4330	DUES & SUBSCRIPTIONS	61.25	63.12	0.00	67.19	0	67
101-45200-4500	CONTRACTUAL SERVICES	1,370.64	724.45	810.55	721.40	880	880
101-45200-4901	LAKESIDE PARK	11,500.00	11,500.00	11,500.00	6,224.00	11,500	12,500
101-45200-5000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0	0
TOTAL PARKS DEPARTMENT		299,816.61	308,340.06	284,978.65	320,527.01	365,762	381,944

2023 BUDGET BREAKDOWN OF EXPENDITURES:

				2021 ACTUAL	2022 BUDGET	2023 BUDGET
<u>PARKS-45200</u>						
1010	SALARIES *2023 Salaries			\$ 160,461.45	\$ 158,906	\$ 163,975
	a) 1 - 100% (Lead Worker)	\$	78,906			
	b) 3 - 25%	\$	52,669			
	c) 28% of Director	\$	32,400			
1013	OVERTIME			\$ 1,013.04	\$ 8,826	\$ 8,862
	a) 175 hrs					
1020	ON-CALL SALARIES			\$ 421.54	\$ 4,035	\$ 4,052
	a) 80 hrs					
1040	TEMPORARY SALARIES	(Salary range \$15 - \$20)		\$ 30,416.25	\$ 35,000	\$ 35,000
1050	VACATION BUY BACK			\$ 3,072.01	\$ 3,000	\$ 3,000
1210	PERA EMPLOYER CONTRIBUTION			\$ 12,022.46	\$ 12,883	\$ 13,267
	a) Coordinated 7.5%	\$	176,889			
1220	FICA & MEDICARE EMPLOYER CONTRIBUTION			\$ 14,585.87	\$ 16,048	\$ 16,440
	a) FICA 6.2%	\$	214,889			
	b) Medicare 1.45%	\$	214,889			
1300	HEALTH & DENTAL INSURANCE/H.S.A			\$ 24,595.82	\$ 24,796	\$ 24,497
1313	PRUDENTIAL LIFE INSURANCE			\$ 107.04	\$ 105	\$ 105
1510	WORKER'S COMPENSATION			\$ 7,858.80	\$ 10,781	\$ 14,203
	a) Premium	\$	13,203			
	b) Deductible	\$	1,000			
2100	OPERATING SUPPLIES			\$ 246.91	\$ 1,000	\$ 1,000
	a) Park Building Supplies					
	1) Rags					
	2) Cleaning Supplies					
	3) Paper Products					
	4) Shovels/Rakes					
2120	MOTOR FUELS & LUBRICANTS			\$ 12,328.18	\$ 14,500	\$ 16,500

2023 BUDGET BREAKDOWN OF EXPENDITURES:

2021 ACTUAL	2022 BUDGET	2023 BUDGET
----------------	----------------	----------------

PARKS-45200 (CON'T)

2200	REPAIRS & MAINTENANCE		\$ 16,979.82	\$ 26,800	\$ 25,300
	a) Paint	\$ 800			
	b) Hardware	\$ 1,300			
	c) Lumber	\$ 1,300			
	d) Electrical	\$ 700			
	e) Irrigation System	\$ -			
	f) Triangle Park Fountain	\$ 1,000			
	g) Auto Repairs	\$ 1,000			
	h) Terrace Park Court Rehab	\$ 18,500			
	i) Miscellaneous	\$ 700			
2210	EQUIPMENT PARTS		\$ 6,172.97	\$ 5,500	\$ 5,500
2221	TIRES		\$ 719.02	\$ 800	\$ 800
2225	LANDSCAPE MATERIALS		\$ 8,827.01	\$ 11,692	\$ 15,852
	a) Fertilizer & Seed	\$ 3,000			
	b) Agriculture Lime	\$ 1,970			
	c) Line White Field Marking Paint	\$ 500			
	d) Safe Line for Lining Fields	\$ 400			
	e) Fibre for Playgrounds	\$ 3,982			
	f) Broadleaf Control	\$ 6,000			
2280	UNIFORMS				
	a) Uniform Allowance per contract	\$ 1,000	\$ 1,196.00	\$ 1,300	\$ 1,200
	b) T-Shirts	\$ 200			
2290	RECREATION EQUIPMENT SUPPLIES				
	a) Replacement parts for Bleachers/ Benches/Tables	\$ 250	\$ 503.84	\$ 4,300	\$ 4,300
	b) Volleyball, Hockey & Tennis Nets	\$ 250			
	c) Backstop Fencing	\$ 1,100			
	d) Playground Parts	\$ 2,700			
3210	LEAD WORKER'S CELL PHONE		\$ 518.77	\$ 500	\$ 500
3810	ELECTRIC SERVICE				
	a) Warming House (Able Park) Skating Lights		\$ 4,375.75	\$ 4,500	\$ 5,000
	b) Tennis & Ballfield Lights at Terrace Park				
	c) Triangle Park Water Fountain				
	d) 8463 Terrace Road				

2023 BUDGET BREAKDOWN OF EXPENDITURES:

Page E-15.3

PARKS-45200 (CON'T)

			2021 ACTUAL	2022 BUDGET	2023 BUDGET
3830	GAS SERVICE				
	a) Able Park Building		\$ 3,102.97	\$ 3,500	\$ 4,200
	b) Terrace Park Building				
	c) Sanburnol Building (heat left on low to prevent damage)				
	d) 8463 Terrace Road				
3841	RUBBISH REMOVAL				
	a) Removal	\$ 300	\$ 263.90	\$ 500	\$ 500
	b) Solid Waste Mgmt Charge-Anoka Co	\$ 100			
4190	SATELLITE RENTAL				
	a) 3 units @ \$72 x 4/mo.	\$ 536	\$ 1,850.00	\$ 1,610	\$ 1,944
	b) 2 units @ \$72 x 6/mo.	\$ 804			
	c) 3 units @ \$72	\$ 150			
4300	CONFERENCES & SCHOOLS				
	a) Public Works Annual Conference	\$ 325	\$ 1,875.00	\$ 2,500	\$ 2,500
	b) Ballfield Maintenance	\$ 100			
	c) Playground School	\$ 1,975			
	d) Minnesota Green Conference	\$ 100			
4330	DUES & SUBSCRIPTIONS		\$ 67.19		\$ 67
4500	CONTRACTUAL SERVICES				
	a) Safety Consultant	\$ 640	\$ 721.40	\$ 880	\$ 880
	b) Random Drug Testing	\$ 240			
4901	LAKESIDE PARK EXPENSE		\$ 6,224.00	\$ 11,500	\$ 12,500
5000	CAPITAL OUTLAY		\$ -	\$ -	\$ -

TOTAL PARKS DEPARTMENT

\$ 320,527.01	\$ 365,762	\$ 381,944
---------------	------------	------------

2023 BUDGET BREAKDOWN OF EXPENDITURES:**101.45200.4901 LAKESIDE PARK****Salaries:**

a) Maintenance Person:

4 hrs/day x 80 days x \$16.00/hr \$ 5,120

FICA/Medicare

(.0765 x \$5,120)

Worker's Compensation**Operating Supplies:**

- a) Soap, toilet paper, garbage bags \$ 240
- b) Ag lime for ballfield \$ 200
- c) Aeration notice \$ 60
- d) Volleyball net \$ 90
- e) Broadleaf/Veg Control \$ 500
- f) Fertilizer (50 bags) & seed \$ 560
- g) Playground surface \$ 850

Electricity (Vandal lights, irrigation system & buildings)**Water/Sewer Service****Refuse Collection****Portable Restrooms****Maintenance Equipment Rental/Usage****Insurance****Equipment Repairs****TOTAL LAKESIDE PARK BUDGET***Less Park Rental Income & Investment Income***Spring Lake Park Share**

2021 ACTUAL	2022 BUDGET	2023 BUDGET
	\$ 3,680	\$ 5,120
	\$ 282	\$ 392
	\$ 253	\$ 253
	\$ 2,500	\$ 2,500
	\$ 1,300	\$ 1,300
	\$ 2,400	\$ 2,400
	\$ 75	\$ 75
	\$ 550	\$ 550
	\$ 5,276	\$ 5,276
	\$ 5,504	\$ 6,055
	\$ 1,705	\$ 1,154
	\$ 23,525	\$ 25,075
	\$ (710)	
	\$ 22,815	\$ 25,075
\$ 6,224.00	\$ 11,407.50	\$ 12,537

\$ 12,500 per Mark Beer @ Mounds View

GENERAL FUND-MISCELLANEOUS ACCT #	DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2023 BUDGET
101-49000-1300	HEALTH INSURANCE	887.04	1,604.54	1,124	680.88	1,500	800
101-49000-1313	COBRA-H.S.A. ADMIN FEES	0.00	0.00	220	30.08	8,400	8,400
101-49000-3600	INSURANCE	44,320.88	49,195.00	48,335	55,416.37	50,000	60,000
101-49000-4000	CONTRACTUAL SERVICES	5,228.00	1,650.00	2,464	19,989.66	10,000	10,000
101-49000-4389	CONTINGENCY	0.00	0.00	0	0.00	50,000	25,000
101-49000-4390	MISCELLANEOUS	1,888.10	898.16	989	835.56	10,000	10,000
101-49000-4420	SURCHARGES-PLBG	86.00	122.99	151	0.00	200	200
101-49000-4430	SURCHARGES-HTG	591.99	466.47	658	0.00	400	400
101-49000-4440	SURCHARGES-BLDG	7,046.54	6,133.73	7,164	0.00	5,000	5,000
101-49000-7000	PERM TRANSFERS OUT	155,000.00	425,000.00	585,000	402,000.00	155,000	127,500
TOTAL MISCELLANEOUS		215,048.55	485,070.89	646,105	478,952.55	290,500	247,300
TOTAL GENERAL FUND BUDGET		<u>4,112,159.40</u>	<u>4,569,720.68</u>	<u>4,358,969.59</u>	<u>4,624,930.44</u>	<u>4,838,076</u>	<u>5,039,907</u>

2023 BUDGET BREAKDOWN OF EXPENDITURES:

<u>MISCELLANEOUS-49000</u>		2021 ACTUAL	2022 BUDGET	2023 BUDGET
1300	HEALTH INSURANCE	\$ 680.88	\$ 1,500	\$ 800
1313	COBRA & H.S.A. ACCOUNT MANAGEMENT COST	\$ 30.08	\$ 8,400	\$ 8,400
	a) \$688/month			
3600	INSURANCE	\$ 55,416.37	\$ 50,000	\$ 60,000
	a) General Liability			
	b) Accident			
	c) Boards & Commissions			
	d) Auto			
4000	CONTRACTUAL SERVICE	\$ 19,989.66	\$ 10,000	\$ 10,000
4389	CONTINGENCY	\$ -	\$ 50,000	\$ 25,000
4390	MISCELLANEOUS	\$ 835.56	\$ 10,000	\$ 10,000
4420	PLUMBING SURCHARGE	\$ -	\$ 200	\$ 200
4430	HEATING & AIR CONDITIONING SURCHARGES	\$ -	\$ 400	\$ 400
4440	BUILDING SURCHARGES	\$ -	\$ 5,000	\$ 5,000
7000	PERMANENT TRANSFERS	\$ 402,000.00	\$ 155,000	\$ 127,500
	a) Election Fund transfer	\$ 15,000		
	b) Severance Liability	\$ 25,000		
	(2019-\$15,000)			
	(2020-\$20,000)			
	(2021-\$20,000)			
	(2022-\$25,000)			
	c) Transfer (FD Debt - Station #3)	\$ 47,500		
	d) Transfer (PW Debt Service Fund)	\$ 40,000	(remainder-PU)	
<u>TOTAL MISCELLANEOUS</u>		\$ 478,952.55	\$ 290,500	247,300
<u>TOTAL 2023 EXPENDITURES</u>		\$ 4,624,930.44	\$ 4,838,076	5,039,907

City of Spring Lake Park
1301 81st Avenue NE | Spring Lake Park, MN 55432
P) 763-784-6491 F) 763-792-7257
www.slpmn.org



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: August 1, 2022

Subject: Dala Liquor License Violation

Officers observed a violation of City Code provision SLPC 11.08.010(R)(2) at Dala Thai Restaurant on July 3, 2022. Officers were providing security for a Hmong Freedom Festival event due to concerns by ownership about possible issues with out of town attendees at the events. While walking around the premises, Officers observed patrons with entire bottles of alcohol pouring the alcohol into each other's mouths. Officers approached the manager about overserving and an employee stated that they provide bottle service and that she was not concerned about overserving.

At the end of the evening, Officers observed patrons so intoxicated that they needed to be carried out by other patrons. In additions, Officers also stopped several people from driving that night due to their intoxicated state.

I have attached Chief Antoine's report and officer supplemental reports for your review.

SLPC 11.08.010(R)(2) states:

"Every licensee is responsible for the conduct of the place of business and the conditions of sobriety and order in it. The act of any employee on the licensed premises is deemed the act of the licensee as well, and the licensee shall be liable to all penalties provided by this section and the law equally with the employee."

In consultation with the City Attorney, Staff believes that the obvious state of intoxication of several patrons, along with the fact that officers prevented several patrons from driving due to their intoxicated state is evidence of overserving by employees. This would be a violation of 11.08.010(R)(2).

Dala has had two previous violations of the liquor ordinance over the past three years, one involved with overserving and the second involved with serving a minor (12/21/19 and 12/22/19).

For a third violation, the City Code proscribes a minimum license suspension of 7 consecutive days and a civil penalty of \$2,000. The City Council has the authority to have their license suspended for more days at their discretion.

Staff believes a seven consecutive day suspension is appropriate. The licensee did the right thing by discussing security concerns with officers and working with the Police Department to hire officers to work the event. Officers, when working an event like this, are still empowered to document potential ordinance and law violations, and take action as appropriate. That is what happened in this case.

In addition to the seven consecutive day license suspension and \$2,000 fine, staff would recommend the City Council require all employees to go through alcohol server training within the next two months.

It is important to note that a fourth violation within a three year period would result in automatic revocation of the liquor license. Staff will communicate this clearly to the licensee. The two previous violations will drop off by December 22, 2022.

Chief Antoine and I will be available at the work session to answer questions. Upon Council consensus on the punishment, staff will issue an administrative citation to the business.

If you have any questions, please don't hesitate to contact me at 763-784-6491.



SPRING LAKE PARK POLICE DEPARTMENT

SUPPLEMENTARY INVESTIGATION REPORT

OFFENSE: Administrative Liquor Violation

CASE #: 22144951

On 7/5/2022 I Chief Antoine arrived for my regular scheduled shift and received the above incident report in my mailbox. It should be noted that Dala Thai Restaurant had requested two Spring Lake Park officers for events related to the Hmong Freedom Festival on 7/2/2022 and 7/3/2022. The request was made by manager "Rebecca" due to possible issues with out of town attenders at the events. We provided Officer Imig and Officer Smith for both nights.

Upon reviewing the report, I found that Sgt. Kramer had also been at the location assisting when Officer Smith reported to him that when she was doing her interior rounds she saw patrons with entire bottles of alcohol pouring the alcohol into each other's mouths. Sgt. Kramer was concerned about overserving inside the bar and entered the bar himself. He witnessed the same activity occurring. Officers spoke with "Rebecca" and she advised that they offer bottle service and that they were not concerned about overserving. Sgt. Kramer also noted that at the end of the night he and the other officers observed patrons so intoxicated that they needed to be carried out by other patrons. Officers also had to stop several people from driving away in their vehicles due to being obviously intoxicated.

I requested that Officer Smith and Officer Imig also complete supplement reports due to violation of overserving inside of the bar. I did check the city ordinance and it does not prohibit the business from providing bottle service, but it does require the business follow all applicable MN statutes when serving alcohol.

On 7/27/2022 I did send "Rebecca" an e-mail to have her contact me at her convenience to speak about the incident. As of 8/2/2022 I still have not heard from "Rebecca". I sent her another e-mail on 8/2/2022 advising her to contact me in regards to the violations.

I have spoken with Administrator Buchholtz about the incident. Upon reviewing he business violations with Administrator Buchholtz we found that Dala Thai Restaurant has had two prior violation stemming from case#19-324773 on 12/21/2019. The violations were for **Selling to an obviously intoxicated person (violation of M.Z. 340A.502 and M.S. 340A.702) and Permitting a person under the age of 21 years to consume alcohol on the premises (violation of M.S. 340A.503).**

I am forwarding all police department reports to Administrator Buchholtz for consideration of an administrative violation to Dala Thai Restaurant for **Selling to an obviously intoxicated person (violation of M.Z. 340A.502 and M.S. 340A.702)** as well as violation of, **Spring Lake Park City Ordinance 11.08.010 R. 2. "Every licensee is responsible for the conduct of the place of business and the conditions of sobriety and order in it. The act of a any employee on the licensed premises is deemed the act of the licensee as well, and the licensee shall be liable to all penalties provided by this section and the law equally with the employee."**

End of Report.

Chief Josh Antoine
Badge #203



Spring Lake Park Police Department Supplement Report

Case Number: 22144951

Offense(s):

Offense: FOLLUP FOLLOW UP

Offense Status: PENDING

Narrative(s):

Title: ADDITIONAL INFORMATION

Narrative: 07/03/2022 2340 hrs. I was standing by for the special detail event at the location (ref 22144031.) Officer Smith advised that while she was doing interior rounds in the building, she noticed patrons with entire bottles of hard alcohol with the pour tops still on them. Officer Smith advised me that they were pouring the contents of the bottles into each other's mouths. I entered the establishment and activated my body camera. As I came into the main common area, a group was seen on the left side of the room from me. I noticed that a group had a bottle of Jameson Whiskey with the pour top on the bottle. The patrons were in a circle and pouring the beverage into each other's mouths. As I was capturing this on my body camera, Officer Smith spoke with police contact staff member Rebecca. Rebecca advised that they do provide "bottle service" if the patrons purchase the whole bottle. Officer Smith asked Rebecca if she was concerned with over serving, and she advised that she was not, and walked away. It should be noted that some of the patrons were leaving the establishment so intoxicated, that two people had to carry them out. Two patrons attempted to get into vehicles and leave, and officers stopped them prior. See Axon AV. Copy of report to Chief Antoine.

Author: KRAMER

Officer(s):

Involvement Type: SUPPLEMENTING Officer Name: Kramer, Richard J WPD00019

Date: 07/05/2022 00:16:00



Spring Lake Park Police Department Supplement Report

Case Number:22144031

Narrative(s):

Title: SUPPLEMENTAL REPORT

Narrative: 07/03/2022 2330 hrs. I was working for the special detail event at the location (ref 22144031.) While Officer Imig and I were doing interior patrol of the business, I observed several groups of patrons standing in a circle with entire bottles of hard liquor with the pour tops still on them. I pointed out a group to Officer Imig that had a bottle of Jameson and they were pouring it into each other's mouths. I asked the owner of the business "Sam" what was up with the big bottles of hard liquor. He just smiled and nodded at me. I observed at least four groups of patrons with different types of hard liquor bottles.

Officer Imig and myself then exited the business to do exterior patrol. While doing exterior patrol, Sergeant Kramer came to check on us. I advised Sergeant Kramer of the large bottles of hard liquor getting poured into everyone's mouths. Sergeant Kramer, Officer Imig, and myself then went back into the business. I pointed out a group of patrons to Sergeant Kramer with a bottle of Jameson that were standing in a circle in the main common. Sergeant Kramer was recording the group on his body worn camera.

While we were watching the group, I observed staff member Rebecca walk out of the kitchen. I flagged Rebecca over and asked her why everyone had the large bottles of liquor. She said that they sold it like that. I asked Rebecca if she was concerned about over serving them and she stated "no, we provide bottle service", then walked away.

It should be noted that some of the patrons were leaving the establishment so intoxicated, that two people had to carry them out. Multiple patrons attempted to get into vehicles and leave, and officers stopped them prior. Copy of report to Chief Antoine.

Author:Smith

Officer(s):

Involvement Type: SUPPLEMENTING **Officer Name:** Smith, Kelsey AnMaree 219

Date:07/06/2022 15:42:00



SPRING LAKE PARK POLICE DEPARTMENT
SUPPLEMENTARY INVESTIGATION REPORT

OFFENSE: INFORMATION

CASE #: 22144951

On the night of July 3rd, 2022, OFFICER SMITH and I were working a detail at the DALA Restaurant, located at 8407 Plaza Blvd Ne in Spring Lake Park. While OFFICER SMITH and I were doing interior patrol, we observed multiple groups of people with large bottles of alcohol; mostly whiskey. The individuals were sharing/passing the bottle around their group. It should be noted that we observed multiple groups with bottles of hard liquor being passed.

After patrolling the inside and outside of the establishment, we observed a number of people walking out to their vehicles with poor balance. We had to intervene with several of the drivers, who were about to pull out of their parking spaces, advising them that they could not drive and if they did so, they would be arrested for DWI.

It should also be noted that after we advised people that they could not be driving, I sent a message out to the TZD cars that were working, advising them that we had multiple people trying to get inside their vehicles to drive away and they were intoxicated. We then observed the TZD officers patrol around the Dala Restaurant.

This report is only for information at this time. End of report.

OFFICER A. IMIG, #213
SPRING LAKE PARK POLICE DEPARTMENT
07/03/2022



Spring Lake Park Police Department Incident Report

Date Reported: 07/03/2022

Case Number:22144951

Event:

Description of Incident: INFORMATION

Address: 8407 PLAZA BLVD NE **City:** SPRING LAKE PARK **State:** MN **Zip Code:** 55432

Start Date/Time: 07/03/2022 23:40:00

Call Time Dispatched: 23:40

Call Time Arrived: 23:40

Call Time Cleared: 23:50

Synopsis: Information - Over Serving

Offense(s):

Offense: INFO INFORMATION

Offense Status: PENDING

Organization(s) Involved:

Name: DALA THAI RESTAURANT

Involvement Type: OWNER

Business Phone: (763) 464-6609

Address: 8407 PLAZA BLVD NE

City: SPRING LAKE PARK **State:** Minnesota **Zip Code:** 55432

Narrative(s):

Title: ORIGINAL OFFICER NARRATIVE

Narrative: Overserving was witnessed by officers while working the special detail. See supplemental report. Copy to Chief Antoine.

Author:KRAMER

Officer(s):

Involvement Type: REPORTING

Officer Name: Kramer, Richard J WPD00019

Date:07/04/2022 23:59:00