WHITE BEAR TOWNSHIP

RAMSEY COUNTY, MINNESOTA

2019
BUDGET

Approved: December 17, 2018

White Bear Township
2019 Annual Budget

TABLE OF CONTENTS

Introductory Section	Page #
Mission Statement and Long-Term Goals	A-1
How to Read the Budget	A-3
Executive Summary	A-4
Distinguished Budget Presentation Award	A-16
Fund Structure and Budget Basis	A-17
Budget Process	A-19
Budget Calendar	A-21
Township Employee List	A-25
Township Organizational Chart	A-26
Fiscal Policies	A-27
Budget Assumptions and Trends	A-37
2019 Budget Summary of All Funds	A-47
General Fund	
General Fund Summary	B-2
General Fund Revenue Detail	B-6
General Fund Expenditure Detail:	
Board of Supervisors	B-8
General Government	B-10
Recycling	B-12
Elections	B-14
Administration	B-16
Community Development	B-18
Police and Animal Control	B-20
Fire Protection	B-22
Code Enforcement	B-24
Road and Bridge	B-26
Public Works	B-28
Town Buildings	B-30
Parks and Recreation	B-32
Township Day Festival	B-34
Debt Service Funds	
Debt Service Funds Summary	C-2
2011C Tax Increment Bond Fund	C-4
2005B Tax Increment Bond Fund	C-6
2008A Improvement/Utility Bond Fund	C-8
2011A Improvement Bond Fund	C-10
Outstanding Bond Payment Schedule	C-12

White Bear Township
2019 Annual Budget

TABLE OF CONTENTS
(Continued)

Capital Improvement Funds	**Page #**
Capital Improvement Funds Summary	D-2
Economic Development Fund	D-4
Community Park Improvement Fund	D-6
Improvement Fund	D-8
Park Acquisition Fund	D-10
Park Improvement Fund	D-12
Enterprise Funds	
Enterprise Funds Summary	E-2
Water Operating Fund	E-4
Sewer Operating Fund	E-6
Storm Water Utility Fund	E-8
Internal Service Funds	
Internal Service Funds Summary	F-2
Capital Building Fund	F-4
Capital Equipment Fund	F-6
Risk Management Fund	F-8
2018 – 2027 Capital Improvement Plan	
Capital Improvement Executive Summary	G-2
Capital Improvement Plan Summary	G-8
Capital Improvement Plan Detail	G-12
Appendix	
Community Profile	H-2
Map of Township	H-3
Summary of Tax Levies, Payment Provisions, And Real Property Valuations	H-4
Statutory Formulae Conversion of Estimated Market Value to Net Tax Capacity	H-7
Township Historical Property Tax Information	H-7
2019 Estimated Interest Earnings	H-11
Personnel Summaries	H-13
Glossary of Terms	H-14
Acronyms	H-22

MISSION STATEMENT

To provide the residents, businesses and visitors of White Bear Township with reliable, high quality municipal services while serving as responsible stewards of the public trust.

VISION

Reflect the welcoming, practical and engaging spirit of Township "grassroots" government.

WHAT WE VALUE

1. **Grassroots Participation:** Ordinary residents of our Town having a voice in the operation and substance of their local government.

2. **"Township Nice":** Ensuring that people feel comfortable and welcome when meeting with our Town Board and/or when they interact with Town staff.

3. **Transparency:** Conducting Town business in an open and public manner.

4. **Being Grounded in Common Sense:** Knowing who we are with a strong focus on essential functions, being unpretentious, pragmatic, and hard working.

5. **Flexibility:** Showing a capacity to adjust, accommodate, and being open to new ideas and methods.

6. **Collaboration:** Working together with other communities, our neighborhoods, and other levels of government to advance our Township Mission and Vision.

7. **Financial Prudence:** Demonstrating care in our management and allocation of resources necessary to provide needed services to sustain a vibrant future for our Township.

LONG-TERM GOALS

White Bear Township will strive to meet its mission and vision, by using the above values while striving to meet the following long-term goals (Township fund, department or activity responsible to fulfill the goal is listed below the goal):

1. Staffing and Succession Planning: Create a five-year staffing plan for both temporary/short-term assignments and long-term/permanent assignments.
    a. Identify positions that are likely to retire.
    b. Review job descriptions for opportunities to enhance services or improve efficiencies, particularly in the area of technology.
    c. Develop exit and replacement plans for each position.
    d. Create and standardize a replacement/hiring process.
    e. Seek out and implement programs for employee growth, development, health, and safety.
    - General and Enterprise Funds - All Activities.

2. Infrastructure Rehab Program: Develop a fiscally sound plan to identify, schedule, and fund the repair, improvement, and/or replacement of the Township's 50+ miles of street, sanitary sewer, water main, storm water facilities, parks and buildings.
    a. Identify all projects and integrate into the Township's 10-year capital improvement plan

and longer term planning documents.

b. Consider all possible sources of revenue (assessments, utility funds, grants, joint powers agreements, etc.).
c. Determine impact to property tax and utility fee payers.
d. Formulate uniform policies, review, and update regularly.
   - General, Capital Project, Internal Service, and Enterprise Funds.

3. Financial Management: Maintain sound financial footing to meet changing needs in key areas including utilities, parks, buildings, equipment, staffing, etc.
   a. Continue to participate in GFOA's award programs and other successful past financial practices.
   b. Identify and apply additional benchmarks, key indicators as needed.
   c. Continue to search for additional funding sources (grants, aids, joint powers agreements, etc.).
   d. Review and revise as needed funding mechanisms for road and utility projects to mitigate assessments.
   e. Look at ways to use technology to reduce costs and improve efficiency and communication.
      - General Fund - Administration Activity.

4. Contract Services: Continue to cooperate with Ramsey County and other communities (especially those whose residents we provide sanitary sewer and water services). Expand and regularly review those services in a manner that benefits the Township and those communities.
   - All Funds.

5. Electronic Media: Create a plan for using electronic/social media resources to better communicate with and engage residents, and promote the Township.
   - All Funds.

6. Community Demographics: Identify and understand the current and changing demographics of our community.
   a. Identify needs and interests.
   b. Review census data, surveys, and other information collected by the school district or as part of the Comprehensive Plan Update, to better understand the current and trending make-up of our community.
      - All Funds.

HOW TO READ THE BUDGET

The budget document serves two distinct purposes. One purpose is to present the Town Board, staff members, residents and other interested readers, concise and readable information about White Bear Township. The other purpose is to provide management of the Township with a financial and operating plan that conforms to the Township's accounting system.

The Budget Message provides an overview of the key policy issues and programs in the budget, and presents major areas of emphasis.

The Schedules and Summaries provide the heart of the document as an operating and financial plan.

The General Fund section contains revenue and expenditure summaries. It also provides detail revenue and expenditure information, department descriptions, staffing levels, service level objectives and prior year accomplishments for all departments.

The Debt Service Funds section contains information about the resources accumulated for the payment of general long-term debt principal and interest.

The Capital Improvement Funds section contains revenue and expenditure information about the various construction projects within the Township.

The Enterprise Funds section contains revenue and expenditure summaries for all Enterprise Funds. It also provides detail revenue and expenditure information, department descriptions, staffing levels, service level objections and prior year accomplishments for all departments within each Enterprise Fund.

The Internal Service Funds section contains information about the resources accumulated from charges to the other Township departments for insurance costs, public building improvements, and equipment purchases.

The Township also adopts and prints a 10-Year Capital Improvement Plan (CIP) document, which contains all capital projects and purchases over the next ten years. The document describes each project or piece of equipment in detail, along with estimated costs, funding sources, and future operating costs or savings. The first year of the CIP is incorporated into this budget document. Projects, equipment, and financing sources listed in the CIP for years other than year 1 (called the "out years") are not authorized until the annual budget for those years is legally adopted and serve only as a guide for future planning and are subject to further review and modification. The Town's 10-Year Capital Improvement Plan is available on the Town website, available by e-mail or at the Town's administrative office.

The Appendix section includes other important financial and Township information, such as, community profile, Township statistics, description of the property tax system, staffing summaries, Township general information, and a glossary of terms.

INTRODUCTION

This budget document should be viewed as more than just a collection of financial data. In addition to the financial data contained herein, it includes information on the Township organization, descriptions of programs and services, and a variety of statistics related to activity workload measures. Furthermore, the budget is a reflection of the Township's plans, policies, procedures and objectives regarding the services to be provided in 2018.

BUDGET POLICY AND STRATEGY

The 2018 budget document has been prepared after analyzing and evaluating requests from the various departments, and represents the requested financial support for the operation of White Bear Township for the upcoming fiscal year. Revenue estimates are conservative. The importance of a sound revenue picture cannot be overstated. Revenues must be estimated realistically. Revenue estimates are based on historical trends and projected conservatively. This approach has provided the Township with a needed "safety cushion" which has helped build cash reserves and ultimately strengthen its financial condition.

White Bear Township provides a range of services to the community, including police and fire protection, street and park maintenance, water and sewer utility services, and administrative and planning services. The level of service provided by the proposed budget is similar to that currently enjoyed by the community.

MAJOR INITIATIVES

White Bear Township provides a full range of municipal services as authorized by state statute. Services include general government, public safety, public works, and park maintenance and development, and water, sanitary sewer, and storm water utilities.

While providing these services, the Township accomplished the following achievements in 2017:

1. White Bear Township received GFOA's "Certificate of Achievement for Excellence in Financial Reporting" for the twenty-first consecutive year for its Comprehensive Annual Financial Report for the financial year ending December 31, 2016.

2. The Township's 2018 budget document was awarded the GFOA's Distinguished Budget Presentation Award for the sixth consecutive year and seventeenth overall award.

3. The Township's Popular Annual Financial Report, which are mailed to all residents in their utility bills in the fall, received the GFOA's Popular Annual Financial Report Award for the third time for its 2016 report.

4. The Township maintained its bond rating of Aa2 from Moody's Investor Services.

5. The Township's tax rate has maintained one of the lowest tax rates in Ramsey County for 2018.

6. The Township continues to review and adjust its Water, Sanitary Sewer, and Storm Water rates in 2018 to fund operating costs and 75% of depreciation of both systems with the new rates effective beginning with the first billing in 2019.

7. The Township continues to reduce infiltration into the sanitary sewer system through monitoring and performing sanitary sewer and storm water improvements.

8. Promote water conservation through education (website, newsletter articles, brochures, etc.) and through a tiered water rate structure, which charges more per gallon when water usage exceeds certain levels.

9. The Township began developing a ten-year pavement management plan, which will schedule street reconstruction/replacement and maintenance projects over the next ten years.

10. The Township continues to overlay and sealcoat the Township streets. In addition, the Township continues to cracksealed streets to help prolong the life of those Township streets.

11. The Township continued development on the Township's Community Park, which includes baseball, softball and soccer fields. Construction activity began in 2007.

12. White Bear Township continues to sponsor Township Days, a partial day community celebration, which began in 2008 and consists of music, local food and beverage vendors, children activities, and fireworks.

As the Township achieves its 2018 goals, the Township mission to provide the residents, businesses and visitors of White Bear Township with reliable, high quality municipal services while serving as responsible stewards of the public trust will be carried into 2019 with the following short-term goals (Township fund, department and/or activity responsible to fulfill the goal is listed below the goal):

1. Maintain the lowest possible tax rate.
    - General Fund - All Activities and Departments.
    - Debt Service Funds.
    - Capital Improvement Funds.

2. Continue to study and adjust water, sanitary sewer, and storm water utility rates to fund operations and at least 75% of asset depreciation.
    - Enterprise Funds.

3. Maintain the Township's streets by following an annual sealcoat and crack seal program and overlaying streets before they are beyond repair and need replacing.
    - General Fund - Road & Bridge Activity – Public Works Department.
    - Capital Improvement Funds - Construction Fund.

4. Complete and enact the Town's new ten-year pavement management plan to improve the quality of Township streets.
    - General Fund - Road & Bridge Activity – Public Works Department.
    - Capital Improvement Funds - Construction Fund.

5. Continue to develop the Township's Polar Lakes (Community) Park, which will help provide proper recreational facilities to the community.
    - Capital Improvement Funds - Community Park Fund.

6. Continue to monitor Township wells for water quality and add treatment facilities if necessary.
   - Enterprise Funds - Water Operating Fund.

7. Continue to apply for and receive GFOA's "Certificate of Achievement in Financial Reporting" for the Township's annual financial report.
   - General Fund - General Government and Administration Activity.

8. Continue to apply for and receive GFOA's "Distinguished Budget Presentation Award".
   - General Fund - General Government and Administration Activity.

9. Continue to produce and apply for GFOA's "Popular Annual Reporting Award".
   - General Fund - General Government and Administration Activity.

10. Continue to bring the community together through the sponsorship of Township Days.
    - Special Revenue Fund – Township Day Festival Fund.

11. Rehabilitate the old Town Hall so that it once again can be used as a meeting/gathering place for the community.

Staff used these goals, along with the Township's long-term goals to develop the 2019 budget.

TOTAL BUDGET

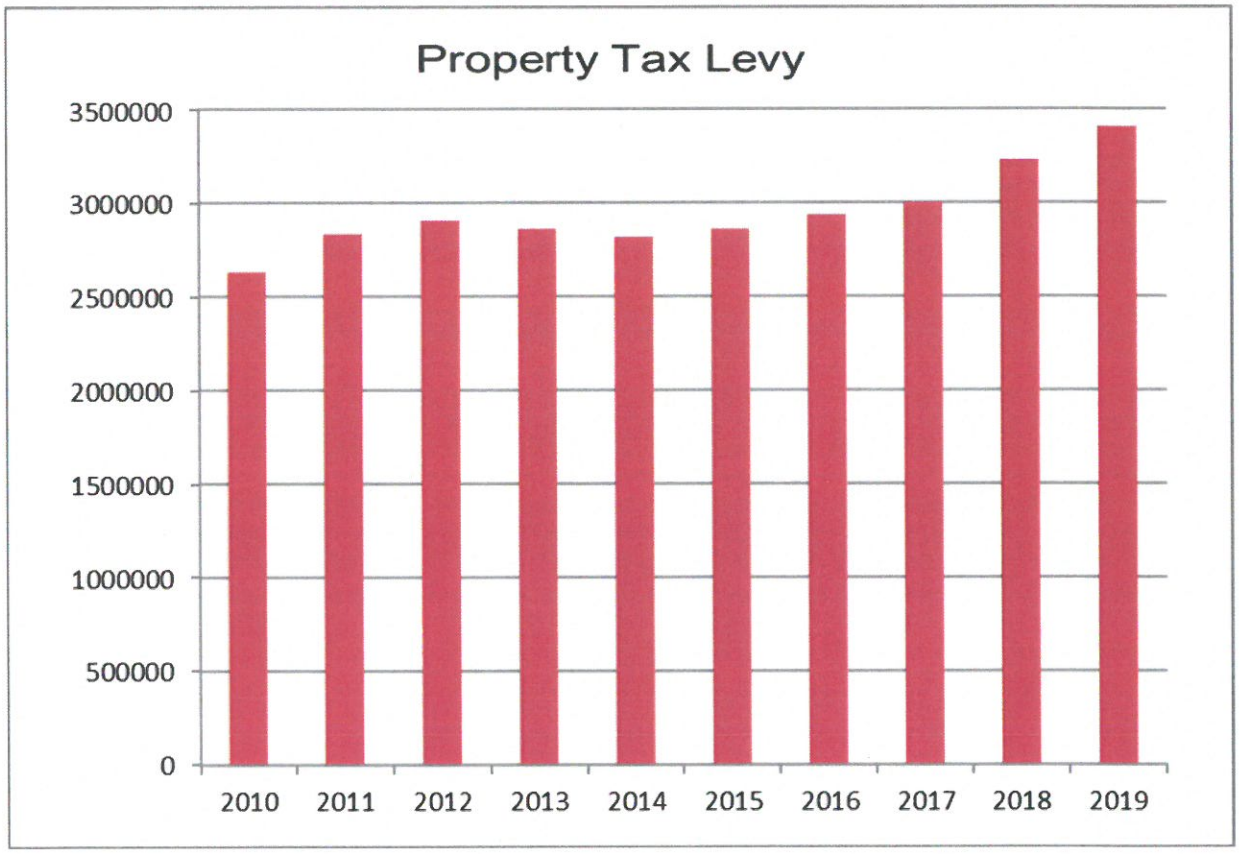
The Township operates six different fund types. Each is responsible to account for a particular activity or activities. Each fund type will be discussed within this letter and in the budget document.

The following 2019 budget was established for the Township:

TOTAL ALL FUNDS							
	2015	2016	2017	2018	2018	2019	%
REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	CHANGE
GENERAL FUND	$4,021,008	$3,893,241	$3,967,579	$4,043,491	$4,168,226	$4,231,356	4.65%
TOTAL SPEC REVENUE FUNDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL DEBT SERVICE FUNDS	$1,199,806	$359,050	$815,486	$228,648	$233,874	$238,545	4.33%
TOTAL CAPITAL IMPROV FDS	$1,492,246	$1,599,707	$1,875,206	$1,175,257	$1,085,505	$1,119,799	-4.72%
TOTAL ENTERPRISE FUNDS	$3,087,516	$3,332,122	$4,537,779	$4,168,812	$4,250,167	$4,534,015	8.76%
TOTAL INTERNAL SERVICE FUNDS	$474,901	$673,976	$618,077	$816,247	$635,226	$627,488	-23.13%
TOTAL REVENUES	$10,275,477	$9,858,096	$11,814,127	$10,432,455	$10,372,998	$10,751,203	3.06%
EXPENDITURES							
GENERAL FUND	$3,770,303	$4,151,040	$3,819,037	$4,043,491	$3,950,387	$4,231,356	4.65%
TOTAL SPEC REVENUE FUNDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL DEBT SERVICE FUNDS	$1,692,843	$423,616	$936,570	$340,351	$344,583	$339,154	-0.35%
TOTAL CAPITAL IMPROV FDS	$888,918	$1,748,032	$1,935,782	$1,269,933	$1,680,669	$5,069,023	299.16%
TOTAL ENTERPRISE FUNDS	$4,466,824	$3,664,632	$4,983,946	$4,926,447	$3,726,089	$7,580,901	53.88%
TOTAL INTERNAL SERVICE FUNDS	$294,393	$494,994	$415,322	$937,585	$416,925	$771,826	-17.68%
TOTAL EXPENDITURES	$11,113,281	$10,482,314	$12,090,657	$11,517,808	$10,118,653	$17,992,261	56.21%
FUND BALANCE - JANUARY 1	$28,469,024	$27,631,220	$27,007,002	$26,730,472	$26,730,472	$26,984,816	
EXCESS REVENUE OVER EXPENDITUR	($837,804)	($624,218)	($276,530)	($1,085,353)	$254,345	($7,241,058)	
FUND BALANCE - DECEMBER 31	$27,631,220	$27,007,002	$26,730,472	$25,645,118	$26,984,816	$19,743,758	

Property Taxes

The State of Minnesota has granted local municipalities the authority to levy property taxes to fund operations. The Township sets its property tax levy based on budgeted expenditures less other revenue sources to create a balanced budget (expenditures equal revenues, including operating transfers and capital items). For the Township, the property tax levy accounts for approximately 80% of General Fund revenues and as the Township approaches full development and there is less revenue in new development fees or new construction permits the Township will rely more on property tax revenues to fund operations. For 2019, property taxes will increase 5.47%. The chart below shows the changes in Town's property tax levy over the last 10 years.



The Township at this time does not have the authority to levy or collect local sales taxes, or other types of taxes under the State's tax system. A summary of the State's property tax system is on pages H-4 through H-9 of this document. The Ramsey County Assessor values all property in the Township. It is this market value that is applied to the class rates assigned by the State to determine a property's tax capacity. The County estimates the median market value in the Township increased to $265,900 for 2019 or 4.1% and 39.6% since 2013. Based on the total market values in the Township, the tax capacity in the Township increased 5.53% for taxes payable in 2019.

The Township set its property tax levy which when divided by the Township's tax capacity determines the Township's tax rate, which is applied to each properties tax capacity to determine that properties Township property tax amount. The 2019 Township total property tax levy is $3,403,055, which is a 5.47% increase from the 2018 tax levy, of which $3,123,761 is divided by the Township's tax capacity of $14,408,143, which gives the Township a 2019 tax rate of 21.681% which is an increase of 0.52% from the 2018 tax rate and is lower than the tax rates from 2012 through 2017.

Personnel Services

The Township's 2017 budget includes wage increases of 2.00% effective on January 1st and 1.5% on July 1st for Township staff. The Township's union contract with the public works employee's expires December 31, 2020.

The Town's non-union employee's health insurance costs increased 2.44% from the 2018 costs. The plan covers 80% of health care costs, with copays and deductibles. The employee contribution will remain at 25% of the monthly premium. The employees have the option to purchase a plan, which will cover 90% of health care costs with lower deductibles and copays, by paying the additional premium costs or a high deductible plan with and HSA with the Township contributing more towards the premium costs.

The public works union employees voted in 2017 to change from the health plan described above to a health plan offered through the local 49ers union. This plan covers 80% of health care costs with copays and deductibles but also includes dental insurance and some miscellaneous coverages the non-union plan does not offer and the family premium is significantly lower than the non-union plan. The 2019 union health plan premiums are expected to remain the same as 2018 premiums.

Short and long-term disability insurance premiums are estimated to increase 10% for 2019.

As in the past, the time spent on the various Township activities, funds are adjusted based on employee time sheets from 2013 through 2017 and based on these time sheets more time is allocated to Town Building, and Storm Water Activities and less on the Park & Recreation Activity are proposed for 2019.

In 2014, the wave of staff retirements began to change the Town's organizational make up. The deputy clerk retired and the position was eliminated as was the part-time utility billing clerk position. These two positions were replaced by a full-time administrative secretary/receptionist position and a full-time accounting clerk/receptionist position in late 2014. These two new positions will help provide improved municipal service in a more cost effective manner as outlined in Township goals. In 2015, the Town's lead person/mechanic retired and the position was split into a lead position and a mechanic position to allow the lead person to be out in the field more often providing direct to the public works maintenance staff. Also in 2016, an additional public works maintenance position was added in the spring to help keep up with public works activities. The Town's long time accounting clerk retired in early 2017 and this position was changed to account analyst to provide additional accounting expertise. In 2018, a public works maintenance worker and the Town's clerk/treasurer retired both after 30 plus after years with the Township. The Town anticipates additional staff members to retire over the next 5 years and has assigned $5,000 of its General Fund's fund balance and $10,000 in the 2019 budget to finance review of Town personnel policies and wage scales to assure smooth transitions with these retirements.

The remainder of this letter will describe the major initiatives for 2019 for each of the fund types and activities.

GENERAL FUND

The General Fund is the operating fund of the Township. The 2019 budget has a 4.65% increase from the 2018 budget. Public Safety budget is the largest department in terms of expenditures and Public Works had the largest budget increase. The 2019 expenditure budget is as follows:

	2018 Budget	2019 Budget	% Change
General Government	$ 928,249	$ 961,254	3.56%
Public Safety	1,489,264	1,574,787	5.74
Public Works	990,503	1,080,080	9.04
Culture & Recreation	635,475	615,235	(3.19)
TOTAL GENERAL FUND	$ 4,043,491	$ 4,231,356	4.65%

The **Public Safety Department** is the largest department in terms of budgeted expenditures. Police and Animal Control, Fire Protection, and Code Enforcement activities make up the Public Safety Department. The Township contracts with the Ramsey County Sheriff's Department for police and animal control services and the City of White Bear Lake for fire protection services. The police budget is being increased $31,670 for increases in operating costs. Overall, the police and animal control budget was increased 3.03% to $1,078,493 for 2019.

Fire Protection costs were projected to increase approximately 17.67% based on the 2019 Fire Contract with the City of White Bear Lake, which the past few years had unsustainable budget freezes/reductions, which resulted in the much need increase to maintain service levels. In addition, the Department plans to hire some additional full-time fire fighters to improve daytime response times.

Code Enforcement activity increase is due to the increases in wages and health insurance, plus, increases to conference registration fees based on past expenditure levels.

The **Public Works Department** is the second largest expenditure department and includes Road and Bridge, Public Works, and Town Buildings activities.

Of these activities, Road and Bridge is the largest expenditure activity with budgeted expenditures of $633,734. Most of the expenditures are adjusted based on past expenditure history. The wage increases previously discussed in personnel services for union employees and health insurance has personnel services increasing 1.69% for 2019. The Town is budgeting $28,500 in 2019 for replacing street signs to meeting reflectivity standards. Previously the Town only budgeted $4,000 for sign replacements each year. The budget for contracted services was increased $16,500 for possible treatment of emerald ash bore, which is attacking ash trees in the area. The equipment rental costs did not change from 2017 and 2018. The Township is transferring $81,500 from this activity to the Capital Improvement Fund for the Town's 2019 seal-coating project.

The Public Works Department budget is being increased 6.47% and the Town Building Department budget was increased 13.86% primarily from the increase in time allocation to this activity, which was previously discussed under personnel section of this message.

In the **Culture and Recreation Department,** the Park and Recreation activity includes a change in line items from park equipment rent to an operating transfer. The funds budgeted in this line item will be put into the Park Improvement Fund for the replacement of old, outdated playground equipment, park improvements, and trail improvements. $200,000 is budgeted for 2019 and is based on the park asset's depreciation schedule. An operating transfer of $134,185 was made in 2015, $106,960 in 2016, and $90,000 in 2017 to the community park construction fund for future park improvements per the Town's fund balance policies.

The Town has an annual Township Day Festival each fall. The festival includes vendor and public safety exhibits, bands, various play activities, such as bounce houses and inflatable slides, and food vendors, all capped off with a fireworks show. Also in this activity, the Town includes a budget for showing movies in the parks. For 2019, the budget for this activity is increasing 8.09%.

The final department and third largest in expenditures is **General Government Department**. The 2019 General Government budget is $961,254, which is an increase of 3.56% from the 2018 budget. Most activities and line items within the General Government Department were budgeted based on past expenditures. The personnel changes described earlier make up the largest adjustments in the general government activities and the Town had increases in contracted services, which are estimated based on budget requests for the various contractors, which are based on estimated need for these services in 2019.

The **revenues** to support these expenses are classified as follows:

	2018 Budget	2019 Budget	% Change
Property Taxes	$ 3,226,691	$ 3,403,055	5.47%
Licenses and Permits	184,400	187,200	1.52
Intergovernmental Revenues	197,216	200,516	1.67
Charges for Services	147,490	135,425	(8.18)
Fines and Forfeits	16,000	16,000	0.00
Interest Earnings	30,825	29,220	(5.21)
Miscellaneous	225,869	244,940	8.44
Operating Transfers	15,000	15,000	0.00
TOTAL REVENUES	$ 4,043,491	$ 4,231,356	4.65%

The budgeted for the **Fines & Forfeits** revenue classification for 2019 is based on the revenue levels of the past five years.

The **Miscellaneous** revenue classification includes facility rental fees, which include charging the Enterprise Funds for their share of the Town Building expenditure budget and for antenna space on the town hall site and water towers; and 50% of billboard leases, which is used to help fund park expenditures. In 2017, one antenna lease was terminated and two leases were reduced due to the antennas being removed for a period of time to repaint the water tower. In 2019, the lease revenue is increased base on inflation in the lease agreements. This leads to an increase in miscellaneous revenue for 2019.

Interest Earning has been decreased to reflect an anticipated rate of returns on investments in 2019 and General Fund cash balances as outline on pages H-11 and H-12.

The **Intergovernmental Revenues** is based on revenue estimated provided to the Township by either the State or County.

Revenues within the **Licenses and Permits** classification are being adjusted to reflect the improving economy resulting in improved building activity. Building permit revenue was increase to reflect the Three Oaks residential development, which began in 2018 and has approximately 26 lots remaining for construction. Also in 2018, the Towns animal control and rental dwelling licenses were renewed. Both of these are two-year licenses renewed in even years resulting in a decrease in licenses revenue in 2019. It should also be noted that permit revenues were above expected budget amounts in 2015 due from a hailstorm causing the majority of homes to be reroofed and sided.

The **Charges for Services** classification was decreased to reflect less new development applications being requested in 2019, resulting in less revenue from services such as legal, engineering, and planning that could be billed to developers. The City of Gem Lake continues to contract with the Township for all staff related services. This relationship is anticipated to generate approximately

$45,000 of contracted service fees in 2019.

The final revenue source is **Property Taxes** and consists of fiscal disparities and property tax revenues. Fiscal Disparities is a tool to share commercial/industrial tax base growth in Minneapolis/St. Paul seven-county metropolitan area and is described on page H-6. For 2019, the Township's revenue for fiscal disparities will decrease 0.90% based on the sharing formula. The Town's fiscal disparities are estimated at $279,294, which is higher than 2015, 2016, and 2017 fiscal disparities revenue but still below 2018 revenues.

The Township's property tax revenue is increasing 6.08%. Property taxes are determined based on the availability of other revenue sources and the expenditure level necessary to conduct Township business in accordance with Town Board directives while keeping the tax rate reasonable compared to prior periods. The 2019 property tax levy with the increase, will continue to fund current programs at past service levels and maintain a balanced budget (current expenditure equal current revenues) as Township policies require. Property taxes account for 80.4% of General Fund revenues. Property Taxes account for 79.8% in 2018, 77.3 in 2017, 76.7% in 2016, 78.8% of revenues in 2015, 79.0% in 2014 and 73.61% in 2013. The Township will continue to be dependant on its property tax revenue as it major revenue source as the Township further becomes fully developed and there is less revenue derived from construction permits and other construction related fees. The Township does not have the ability to use other taxing methods, such as local sale taxes or income taxes as a revenue source without special legislation form the State. Therefore, the Town Board must use its judgment as to the proper level of service and which services to provide when determining the level of property taxes to levy.

SPECIAL REVENUE FUNDS

The Township currently does not operate any Special Revenue Funds and has no plans to in 2018.

DEBT SERVICE FUNDS

The Township's debt obligation for 2019 is $339,154 with the majority of the funding coming through the collection of special assessments and tax increments. At this time, no new debt issues are planned for 2019, however if the Township does approve the street reconstruction project proposed for 2019 the Township will need to finance the project by the issuance of new debt. The large decrease in debt service expenditures was for the calling (retirement) of 2005B Tax Increment Bonds for $400,000 in 2017. As of January 1, 2019, the Township will have total debt outstanding of $1,640,000.00, which includes special assessment bonds, tax increment bonds, and water revenue bonds. This will be reduced to $960,000.00 as of December 31, 2019. The last bond rating change occurred in 2011 when the Township received a bond rating upgrade to Aa2 from Moody's Investor Services, which the Town has maintained.

CAPITAL IMPROVEMENT FUNDS

In 2019 expenditures budgeted in the various Capital Improvement Funds are based on the Town's ten-year capital improvement plan. This includes street, facility, and park improvements.

In 2000, the Township started to construct a 41.6-acre Community Park (Polar Lakes Park). The park includes two full sized soccer fields, which can be converted into four youth size soccer fields, two full sized baseball fields, two softball/youth baseball fields, batting cages, trails, amphitheater, and playground equipment. Improvement plans for 2019 are for the construction of exercise court/area ($125,000), baseball field improvements ($30,000), dugout roofs ($125,000), construction of soccer field restrooms ($400,000) and $15,000 of general improvements. The Township is budgeting 50% or

$58,022 of the billboard lease space revenue in this fund in 2019 for these and future improvements in Polar Lakes Park.

The Improvement Fund contains $10,000 for an annual curb repair and replacement program and $150,000 for the Towns annual seal coat project. Also planned for 2019 is a $3,200,000 street reconstruction project, which may or may not take place depending on neighborhood meetings in early 2019. Revenues include special assessments, interest earnings, and transfers. The Town does not plan to borrow funds to finance the 2019 projects, unless the street reconstruction project is approved.

The Park Improvement fund is for the replacement of existing park facilities. Its revenue source was the park equipment rental fee charged in the General Fund's park and recreation activity, but will now be an operating transfer. For 2019, it will fund the replacement of playground equipment at Brandlewood Park, improvements to Bellaire Beach, sealcoating some trails, and the repair of some baseball field backstops.

The other two Capital Improvement Funds are the Economic Development Fund, which has expenditures for pay as you go payments based on development assistance agreements and an operating transfer for the fund's share of bond payments. Revenues come from tax increments paid by the various tax increment districts. The other fund is the Park Acquisition Fund, which has the construction of various trails as listed in the Town's 10-year CIP as its expenditures planned in 2019. Fund for this fund is interest earnings and park dedication fees paid on new construction.

ENTERPRISE FUNDS

The Township operates three enterprise funds with 2019 expenditures as follows:

	2018 Budget	2019 Budget	% Change
Water Operating Fund	$1,766,378	$4,066,790	130.23%
Sewer Operating Fund	2,394,814	2,544,514	6.25
Storm Water Utility Fund	765,255	969,597	26.70
Total Expenditures	$4,926,447	$7,580,901	53.88%

In all three of these funds, the expense change is due to capital improvements planned in 2019 compared to 2018 and personnel changes discussed previously.

The **Storm Water Utility Fund** has $210,000 for pond and ditch cleaning, $35,000 in storm water culvert replacements planned in 2019 and $560,000 for other storm water improvements. Other changes to expenses include the wage and benefit adjustment discussed earlier in the document, including allocating more public works time spent on this activity.

On the revenue side the major revenue is the storm water utility fee, which currently is estimated a rate of $84.00 per year per resident.

The **Water Operating Fund** budget includes the wage and benefit adjustments for administrative and public works staff. The majority of the budget increase is from planned major capital improvements to the Township's water system in 2019. Improvements in the Water Operating Fund include a well and pump house rehabilitation, replacing water meters, repainting a water tower, hydrant rehabilitation, and integration of a GIS system. These capital improvements are estimated to cost $2,336,500 compared to $210,000 in 2018.

The Water Operating Fund main revenue source is from water charges to users of the Township's

water system, which are estimated to generate $1,600,000, which is based on the new water rates, and tier structure the Town adopted for 2019. The Town does reviewing it water rates annually each spring to assure rates are covering operating expenses and 75% of asset depreciation.

The **Sewer Operating Fund's** largest expense item is the charge for sewage treatment from M.C.E.S. The Township is budgeting $848,236 for wastewater treatment by the M.C.E.S. in 2019, which is a 6.27% decrease from 2018. The decrease in charges is in part due to the Town repairing sanitary sewer lines in the Town to stop or reduce the infiltration of clean water into the system, which reduces the sanitary sewer flows that charges are based on. The Township is also budgeting $310,000 for the rehabilitation of a lift station, additional infiltration prevention projects, and sewer manhole grouting.

The main revenue source of the Sewer Operating Fund is from sewer charges to users of the Township's sewer system, which are estimated to generate $2,120,000, which is based on the adopted 2019 rates, which is based on the sewer charge based on winter quarter water usage. Like the other utility funds, the Town will review this rate and make necessary adjustments to cover operating expenses and 75% of the asset depreciation annually.

INTERNAL SERVICE FUNDS

The 2019 budget contains three internal service funds. All funds are designed to help the Township achieve its goal of having a low tax rate by decreasing expenditures in the future and/or eliminating the need to borrow money for equipment purchases or facility improvements as described below.

The **Capital Building Fund** receives funds for building rentals based on building use and building depreciation. These funds will be used to make capital improvements to Town facilities in order to maintain the facilities. For 2019 facility improvements includes repainting, carpet replacement, and front door replacement for the Town's administration building, replacing garage doors on public works building, and the purchase and installation of an emergency generator for the public works and administration buildings.

The **Capital Equipment Fund** will receive funds for equipment rental charges to the other Township departments based on depreciation schedules of the Township's assets. These funds along with future equipment rental charges will be used to purchase equipment as scheduled in the Township's ten-year capital equipment plan. Purchases planned in 2019 are estimated to cost $255,660. The largest equipment purchase is $18,710 for the replacement of the Town's 800Mghz radios, purchase of a ballfield-grooming machine at an estimated cost of $30,000, $37,750 for laptop/notebook computer/software purchases, and $30,000 for replacement of a pickup truck.

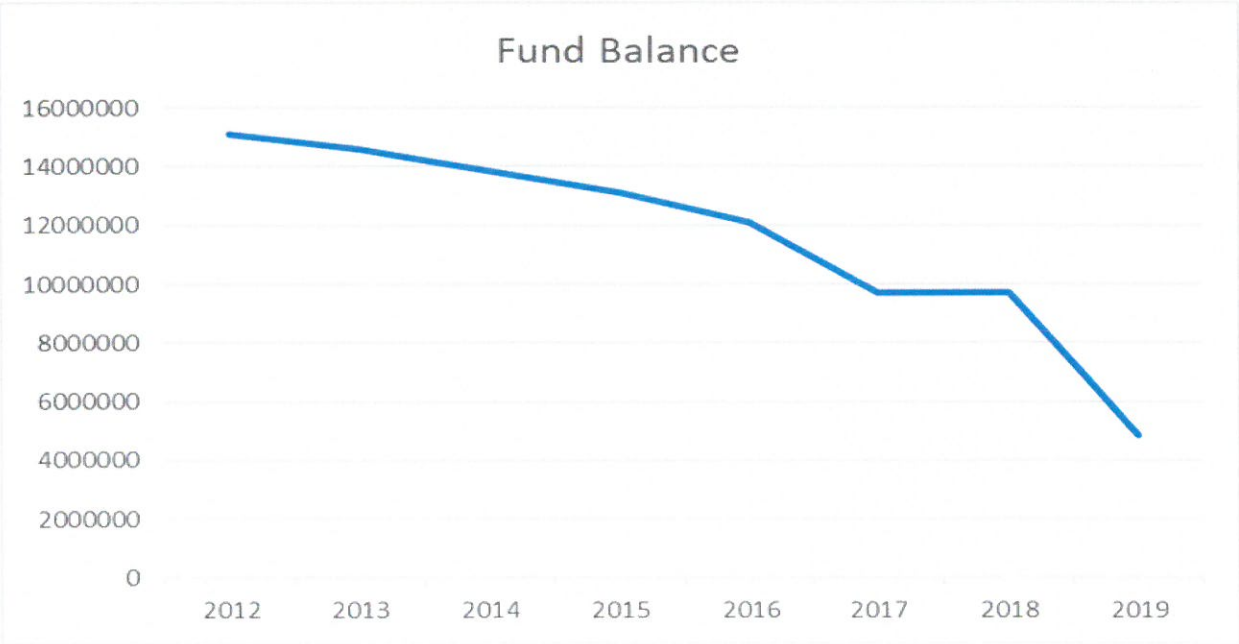
The other internal service fund is the **Risk Management Fund**. This fund is responsible for maintaining adequate insurance coverage on Township assets. It receives revenues by charging departments for their share of insurance costs plus anticipated increases. This fund then pays the actual insurance premiums. The idea is for these premiums to be lower than the department charges so that the fund will build a cash reserve. These cash reserves, along with interest earnings on the reserves will be used to self-insure some assets or increase insurance deductibles in the future, thus decreasing the Township's future insurance costs. For 2019, the Township's insurance premiums are estimated at $133,166, which is 3.26% above 2018 estimates.

FUND BALANCES

The 2018 budget reduces the Township's reserves (fund balances) by $7,241,058. The main reason for the reduction of reserves is capital expenditures planned in 2019. The Township's General Fund budget is a balanced budget that is revenues equal expenditures, which will have no effect on its fund

balance. The Township's reserve policy calls for a General Fund, fund balance of 45% of its operating budget to provide adequate cash flows, since property tax and State revenues are received in July and December of each year. Therefore, the Township needs cash reserves of approximately 45% of its budget at year-end to pay expenditures until the property tax revenue is received in July. In addition, the Town should maintain 5% to 7% for contingencies during the year. The Township's General Fund, fund balance is projected to be 50.7% of the 2019 Operating Budget. The Township will spend down debt services fund reserves based on debt payments and revenue sources during 2019. These reserves were from the collection of special assessments on past construction projects that were funded through the issuance of debt or from funding construction projects internally. The debt service reserves should cover debt payments and be equal to zero or have a small surplus when the debt is retired. It is estimated that the debt service funds will have a 2019 ending fund balance of $548,171. The Township's Capital Projects funds will have their fund balances decrease by $3,949,224. This is due to projects, which will begin in 2019 that are currently expected to be funded internally with these reserves. The reserves will be replenished through future special assessment collections. However if the Town does move forward with all the proposed projects the Town will issue debt to fund some of the construction projects. The Township's Enterprise Funds reserves, which were built up in anticipation of future capital improvements, will be decreased $3,046,886 in 2019 because of those expenses for capital improvements discussed earlier in this document. The decline in equity in these funds is the reason the Township has increased rates in the past and again in 2019. The Town will conduct annual reviews of its utility rates to assure adequate reserves into the future. Finally, the Township's Internal Service Funds will decrease their fund balances by $144,339. These balances fluctuate based on the amount and cost of building improvements and equipment purchases each year as is the design of these Funds.

In general, the Township has adequate fund balances to maintain the operation of the Township well into the future. However, the Township has funded a number of infrastructure projects internally, which has reduced the Town's fund balance since 2012. The Town will need to monitor its fund balance as it moves forward with future infrastructure projects and issue debt when appropriate. The chart below shows the Town's declining fund balance since 2012. It is estimated that the Township will have a fund balance reserve of 109.5% of 2019 expenditures/expenses. However, the Township will need to monitor its utility rates to make sure the rates are adequate to cover operations and 75% of depreciation costs.



DISTINGUISHED BUDGET PRESENTATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to White Bear Township for its annual budget for the fiscal year beginning January 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CONCLUSION

Conserving the financial resources of the Township continues to be very important. The budgeting function is the prime tool to make sure the Township's limited resources are wisely utilized and to establish department objectives for the coming year. It is my belief that the 2019 budget allows the Township to deliver the finest municipal services available in the most cost effective and efficient manner, and in so doing, ensure the highest quality of life for our residents.

As in past years, the budget is the product of the collective efforts of the Town Board and Township staff. I am appreciative of the commitment, good judgment and expertise each of them contributes to the budget process.

Respectfully submitted,

Tom Kelly

Tom Kelly
Finance Officer

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

White Bear Township

Minnesota

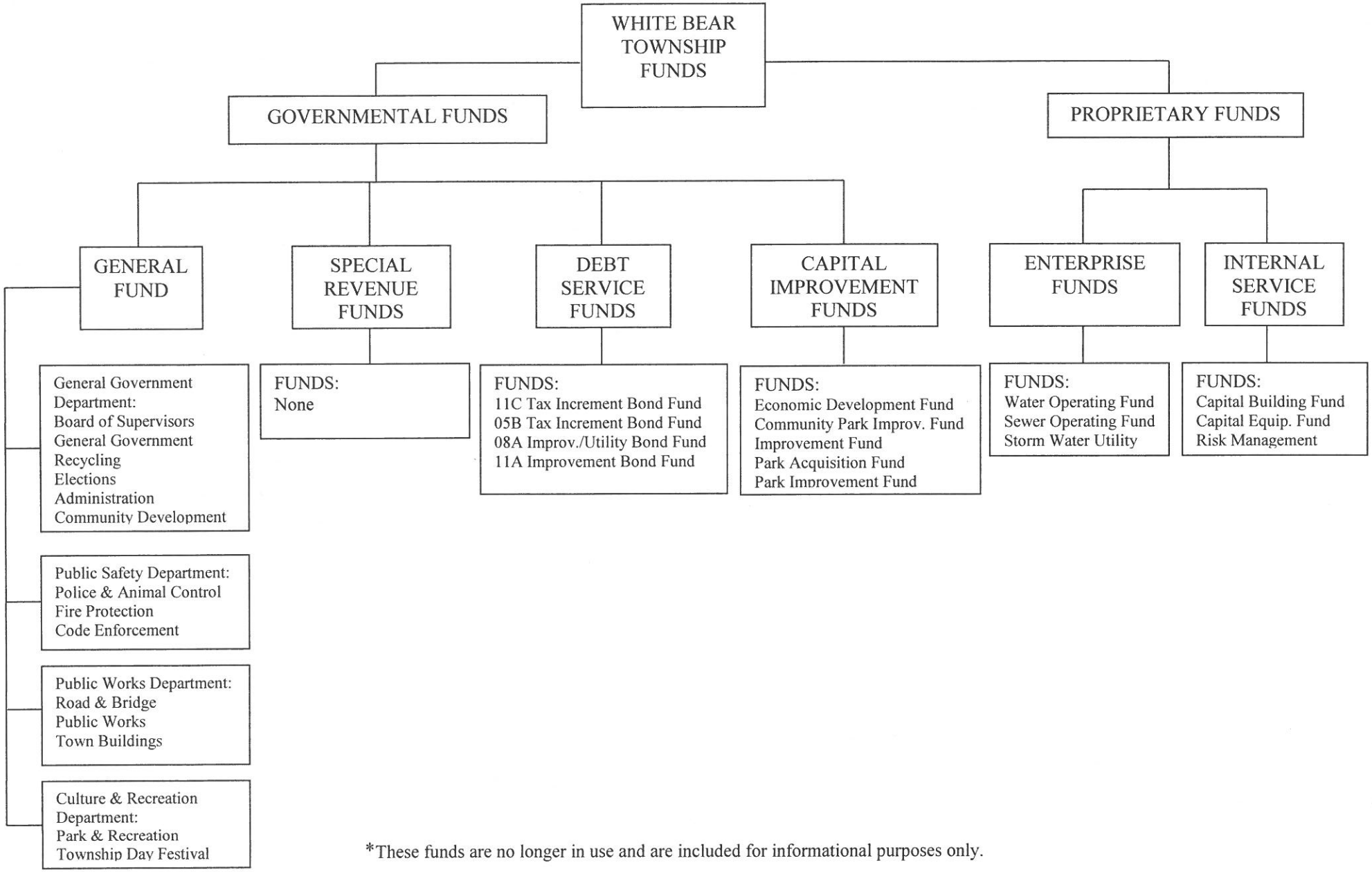
For the Fiscal Year Beginning

January 1, 2018

Christopher P. Morrill

Executive Director

WHITE BEAR TOWNSHIP
FUND STRUCTURE CHART



*These funds are no longer in use and are included for informational purposes only.

FUND STRUCTURE AND BUDGET BASIS

The financial structure of White Bear Township is similar to other governments with the use of funds. Funds are the control structures that ensure that public moneys are spent only for those purposes authorized and within amounts authorized. Funds are established to account for different types of activities and legal restrictions that are associated with a particular government function. The Governmental Accounting Standards Board (GASB) defines a fund as:

> A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

All of the funds used by the Township must be classified into one of seven "fund types." Four fund types are used to account for the Township's "governmental-type" activities and are known as "governmental funds." The Township currently does not have any Special Revenue Funds. Two of these fund types are used to account for a government's "business-type" activities and are known as "proprietary funds." Finally, the seventh fund type is reserved for a government's "fiduciary activities." The Township currently does not operate any fiduciary activities.

Governmental Fund types are used to account for governmental-type activities. These are the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds.

The General Fund is used to account for most of the day-to-day operations of the Township, which are financed from property taxes and other general revenues. Activities financed by the General Fund are those not accounted for in other funds. There can only be one General Fund.

Special Revenue Funds are used to account for revenues derived from specific taxes or other earmarked revenue sources, which, by law, are designated to finance particular functions, or activities of the Township and which therefore cannot be diverted to other uses. The Township currently has no Special Revenue Funds.

Debt Service Funds are used to account for the payment of interest and principal on general and special obligation debts other than debt issued for and serviced by a governmental enterprise.

The Capital Projects Funds account for all resources used for the acquisition and/or construction of capital equipment and facilities except those financed by Enterprise and Internal Service Funds.

Two **Proprietary Fund Types** are used to account for the Township's business-type activities. These are the Enterprise Funds and the Internal Service Funds.

The Township's Enterprise Funds include Water and Sewer Operating Funds and the Storm Water Utility Fund. These funds are used to account for the acquisition, operation and maintenance of these facilities and services, which are entirely or predominantly self-supported, by user charges. The operations of these funds are accounted for in such a manner as to show a profit or loss similar to private enterprises.

Internal Service Funds are used by the Township to account for the financing of goods and services provided by one department to other departments, on a cost-reimbursement basis.

The Capital Building Fund is used to account for capital improvements to Township facilities to

maintain and prolong the useful life of these facilities.

The Capital Equipment Fund is used to account for the purchase of equipment by charging departments equipment rental fees for the equipment they use.

The Risk Management Fund is used to account for self-insurance activities related to worker's compensation and property/casualty/crime insurance programs.

Fiduciary Funds are used when a government holds or manages financial resources in an agent or fiduciary capacity. The Township does not operate any of these funds at the current time.

The **Budget Basis** used by White Bear Township is the modified accrual basis of accounting for governmental fund types (for example, the General Fund, Special Revenue Funds, Debt Service and Capital Project Funds). Under this accounting method, revenues are recognized in the accounting period in which they become available and measurable. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized in the period in which the fund liability is incurred, except for unmatured interest on general long-term debt, which is recognized when due.

Enterprise and Internal Service Funds use the accrual basis of accounting. Under the accrual basis revenues are recognized when they are measurable and earned. Expenses are recognized in the period incurred, if measurable. The budget basis for Enterprise and Internal Service Funds is also the accrual basis with the exceptions noted below.

The Township's Comprehensive Annual Financial Report (CAFR) shows the status of the Township's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the Township prepares its budget. The exceptions are:

1. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (budget).

2. Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a budget basis.

The CAFR shows fund expenditures on both a GAAP basis and budget basis for comparison purposes.

BUDGET PROCESS

White Bear Township's budget process begins in March when residents adopt a preliminary tax levy at the Annual Town Meeting. In July, the Township's Park Board meets with staff to review expenditure levels for maintaining Township parks and to review and adjust the five-year park improvement plan and make budget recommendations to the Town Board. In July and August, the Town Board receives budget requests from other organizations and entities the Township contract services from, such as the Northeast Youth & Family Services, White Bear Lake Fire Department, Ramsey County Sheriff's Department, and the two Water Shed Districts, which are funded in part by the Township's operating budget and approves an appropriate funding level to be incorporated into the Township's budget. In June, department heads submit their budgets requests including all itemized expenditures, changes to the Township's five-year capital improvement plan, to the Finance Officer. In July and August Township staff works with these recommendations and budget requests to develop a proposed budget and property tax levy, which is presented to the Town Board. The General Fund budget must be a

balanced budget (revenues equaling expenditures). The Town Board adopts a preliminary tax levy in early September. This levy cannot exceed the tax levy approved by residents at the March Annual Meeting, but can be lower. During September through October Town Board members and staff meet to further discuss goals, objectives and budget amounts for the upcoming budget year. From these meetings a preliminary budget is prepared, which is presented to residents in late November or early December at the Annual Budget Meeting. At this meeting residents vote to approve or disapprove a final tax levy and make a recommendation on the operating budget. If residents disapprove the final tax levy as presented, the residents recommend and vote on a final tax levy amount. Staff must amend activity budgets to meet the final levy amounts approved by the residents. At the next Town Board meeting, the Town Board adopts a final budget. In late December, the Township certifies its adopted property tax levy to the County Auditor. During the fiscal year, line items may be overspent as long as the total activity budget is not overspent. Township staff can recommend changes for activities' budget to the Town Board. The Town Board can than approve or disapprove the change, in the form of a budget amendment. Only with Town Board approval can an activity be overspent and only if funding is available. However, the property tax levy cannot be amended.

OTHER PLANNING PROCESSES

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

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

The Township contracts with the Ramsey County Sheriff's Department for police and animal control. Six other cities with in Ramsey County also contract for police services from the Sheriff's Department. These seven communities work with the Ramsey County Sheriff to develop their budget and the cost sharing formula to determine the Township's police and animal control budget for the upcoming budget year.

The Township also contracts with the City of White Bear Lake for fire services. The City of White Bear Lake is responsible for setting the budget for the fire department. The Township share of the budget is based on a formula of population and market values of the area served by the department.

Finally, the Town itself has various advisory boards and commissions, such as the Park Board, EDA, Utility Commission, and Public Safety Commission. These advisory boards and commissions as part of their charge, work with staff to set priorities and goals for the coming year. Based on their goals and priorities, along with the Town Board's goals and priorities, the various advisory boards or commissions work with staff to make funding recommendations for programs and/or improvements they would like to see included in or removed from the budget. These boards and commissions are only advisory and the Town Board may or may not include recommendations by these boards and commissions in the final budget depending on available funds or other criteria.

2019 Budget Calendar

March 13, 2018	Town holds Annual Town Meeting where residents approve the maximum Town property tax levy for 2019.
June 8, 2018	Budget and 10-year CIP worksheets distributed to Department Heads for Completion.
July 9, 2018	Budget and 10-year CIP worksheets returned to Finance Officer to be imported into draft 10-year CIP and 2019 Budget.
July/August	Department heads meet with Finance Officer and Town Clerk to develop 2019 preliminary budget and 10-year CIP.
July 27, 2018	2019 preliminary budget and 2019 preliminary property tax levy presented at Town Board Executive (workshop) Meeting.
September 17, 2018	Town Board approves a 2019 preliminary property tax levy.
September 28, 2018	Town certifies 2019 preliminary property tax levy to Ramsey County Auditor for inclusion in Truth-In-Taxation hearing notices.
Sept. – Nov., 2018	Department heads meet with Finance Officer and Town Clerk to develop 2019 final draft budget and 10-year CIP.
November 30, 2018	Town Board reviews and directs Finance Officer on a proposed property tax levy, final draft budget and 10-year CIP to be presented to residents at the Special Town Budget Meeting.
December 11, 2018	Town holds Special Town Budget Meeting where residents approve final 2019 property tax levy and recommend to the Town Board a final 2019 budget.
December 17, 2018	Town Board adopts 2019 budget and approves 2019 property tax levy and 10-year CIP.
December 31, 2018	Town certifies final 2019 property tax levy to Ramsey County auditor.
January 1, 2019	2019 fiscal year begins.

2019 BUDGET CALENDAR

PUBLIC MEETING | STAFF | CERTIFICATION TO COUNTY AUDITOR

JANUARY

S	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13 ANNUAL TOWN MEETING	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL

S	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY

S	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE

S	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8 DISTRIBUTE BUDGET WORKSHEETS	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY

S	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9 BUDGET WORKSHEETS DUE	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27 PRESENT DRAFT CIP & BUDGET/LEVY TO TOWN BOARD	28
29	30	31				

AUGUST

S	M	T	W	TH	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER

S	M	T	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 TOWN BOARD APPROVES PRELIMINARY LEVY	18	19	20	21	22
23	24	25	26	27	28 PRELIMINARY LEVY CERTIFIED TO COUNTY	29
30						

OCTOBER

S	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER

S	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 PRESENT FINAL DRAFT BUDGET/LEVY TO TOWN BOARD	

DECEMBER

S	M	T	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11 TOWN BUDGET MEETING	12	13	14	15
16	17 TOWN BOARD APPROVES BUDGET/LEVY	18	19	20	21	22
23	24	25	26	27	28	29
30	31 FINAL LEVY CERTIFIED TO COUNTY					

BUDGET CALENDAR - FLOW CHART

The chart below summarizes the budget calendar/process and the various steps leading to the adoption of the 2019 budget and property tax levy.

Budget Process	January	February	March	April	May	June	July	August	September	October	November	December
Town Holds Annual Town Meeting			→									
Budget and 10-Year CIP Worksheets Distributed to Department Heads					→							
Staff Developes Budget and 10-Year CIP						→	→	→	→			
Draft 10-Year CIP Presented to Town Board								→				
Draft Budget & Preliminary Levy Presented to Town Board								→				
Preliminary Levy Certified to County Auditor									→			
Staff Developes Final Budget and 10-Year CIP									→	→	→	
Final CIP, Budget, & Preliminary Levy Presented to Town Board											→	
Town Holds Special Town Budget Meeting												→
Town Board Approves Final CIP, Budget, & Levy												→
Final Levy Certified to County Auditor												→

WHITE BEAR TOWNSHIP STAFF

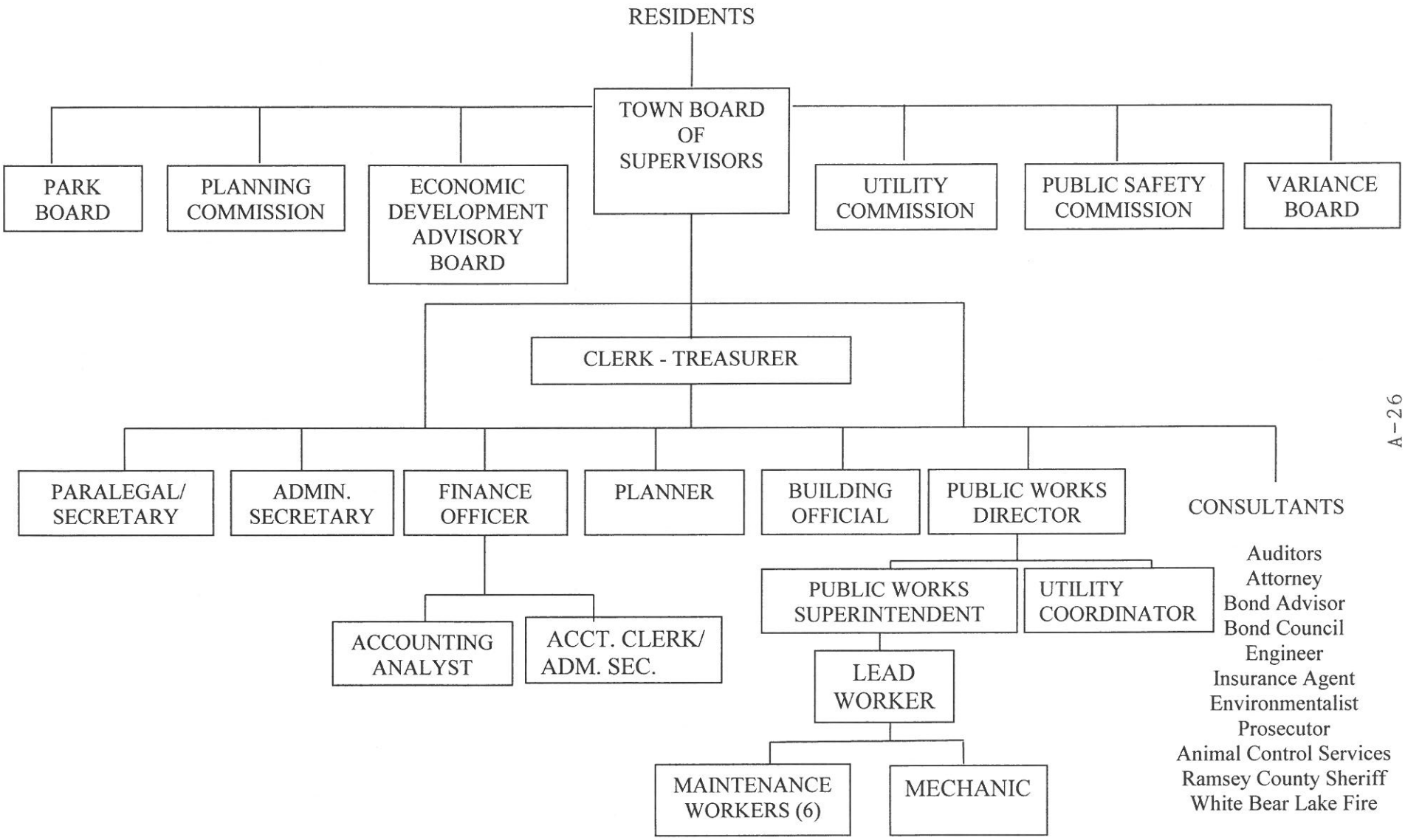
TOWN BOARD

Steve Ruzek Board Member	Ed Prudhon Board Chair	Scott McCune Board Member

TOWNSHIP STAFF

Patrick Christopherson, Clerk Treasurer
Mike Johnson, Code Enforcement Officer
Karen Edson, Administrative Secretary
Patti Walstad, Admin. Sec./Para Legal
Tom Kelly, Finance Officer
Lynette Olinger, Account Analyst
Karin Derauf, Accounting Clerk/Admin. Sec.
Tom Riedesel, Planner
Dale Reed, Public Works Director
Peter Tholen, Public Works Superintendent
Paul Peltier, Public Works Lead Person
Karl Stuemke, Public Works Maintenance Person
Tim Cunningham, Public Works Maintenance Person
Rick Lillie, Public Works Maintenance Person
Corey Triemert, Public Works Maintenance Person
Gerald Magnuson, Mechanic
Greg Horst, Public Works Maintenance Person
Matt Schneider, Public Works Maintenance Person

WHITE BEAR TOWNSHIP
ORGANIZATIONAL CHART



NOTE: The Clerk-Treasurer is responsible for direct supervision of all Town staff and consultants. However, the Town Board of Supervisors at times does work directly with Town staff. The Board of Supervisors is also responsible for the hiring and dismissal of all Town staff and consultants. Currently the Township does have a vacant public works maintenance position.

WHITE BEAR TOWNSHIP
FINANCIAL MANAGEMENT POLICIES

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

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

1. To protect the Town Board's policy-making ability by ensuring that important decisions are not controlled by financial problems or emergencies.

2. To enhance the Town Board's policy-making ability by providing accurate information on the full cost of various authority or service levels.

3. To assist sound management of the Township government by providing accurate and timely information on financial condition.

4. To provide sound principles to guide the important decisions of the Town Board and of management, which have significant fiscal impact.

5. To set forth-operational principals which minimize the cost of local government, to the extent consistent with services desired by the public, and which minimize financial risk.

6. To employ revenue policies and forecasting tools to prevent undue or unbalanced reliance on certain revenues, especially property taxes, which distribute the cost of municipal services fairly, and which provide adequate funds to operate desired programs.

7. To provide essential public facilities and prevent deterioration of the Township's infrastructure including its various facilities.

8. To protect and enhance the Township's credit rating and prevent default on any municipal debts.

9. Ensure the legal use and protection of all Township funds through a good system of financial and accounting controls.

10. Record expenditures in a manner, which allocates to current taxpayers and/or users the full cost of providing current services.

To achieve these objectives, the following fiscal policies have been adopted by the Town Board to guide the Township's budgeting and financial planning process. Each fiscal policy section includes the purpose and a description.

I. OPERATING BUDGET POLICIES

A. Purpose

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

B. Policy

The Township will always adopt a balanced budget for the General Fund. The definition of a balanced budget is that budgeted revenues equal budgeted expenditures and thus, creating no change to the fund balance for the fund. The Township's other funds may be unbalanced based on the timing of timing of revenues and expenditures.

The Township will pay for current expenditures with current revenues.

The Township will avoid balancing current revenues with funds necessary for future expenses.

The Township will not budget to accrue future revenues.

Left over revenue from a given fiscal year will be placed into the Township's reserves according to the Township's reserve policies.

The Township will avoid postponing expenditures, rolling over short-term debt and using reserves to balance the operating budget.

To protect against unforeseen events, the Township will budget a contingency and maintain reserves according to the Township's reserve policies.

The Township will apportion its administrative and general government costs to all its funds as appropriate and practical. These charges will be identified in the annual budget.

The Township staff will monitor revenues and departmental expenditures to adhere to their budgeted amounts. Line items within an activity may be overspent as long as the total activity budget is not overspent. Only with Town Board approval can an activity be overspent and only if funding is available.

II. REVENUE POLICIES

A. Purpose

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

B. Policy

The Township will maintain a diversified and stable revenue system in order to avoid short-term fluctuations in a single revenue source.

The Township will conservatively estimate its annual revenues by an objective, analytical process. All existing and potential revenue sources will be re-examined annually.

The Township will use one-time or special purpose revenue for capital expenditures or for expenditures required by the revenue, and not to subsidize recurring personnel, operation and maintenance costs.

The Township will establish all fees and charges at a level related to the cost of providing the services, or as adjusted for particular program goals. Each year, the Township will review the full cost of activities supported by fees and charges to identify the impact of inflation and other cost increases and will review these fees and charges along with resulting net property tax costs with the Town Board at budget time.

The Township will seek a balanced tax base through support of a sound mix of residential, commercial, and industrial development.

The Township will set enterprise fund fees at a level that fully supports the total direct and indirect cost of the activity (net of any grants or similar revenues), including depreciation of capital assets and debt service, to maintain a positive cash flow and provide adequate working capital. Replacement (or bonding for replacement) of enterprise infrastructure will be paid for from accumulated (or annual) earnings of the particular fund.

The Township will offset reduced revenues with reduced expenditures.

III. EXPENDITURE POLICIES

A. Purpose

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

B. Policy

The Township will adopt and maintain a balanced budget in which expenditures will not exceed reasonable estimated resources and revenue.

The Township will pay for all current operation and maintenance expenses from current revenue sources.

The operating budget will provide for the adequate maintenance of capital assets and equipment.

The Township will maintain a budgetary control system, which will enable it to adhere to the adopted budget. This includes a centralized record keeping system to be adhered to by all programs and activities receiving annual appropriations. Proposed major budgeted expenditures such as new positions, equipment acquisitions, and capital improvements will have prior Town Board approval.

The Finance Officer will prepare and maintain at least quarterly financial reports comparing actual revenues and expenditures to budgeted amounts.

The Township will develop and implement an effective risk management program to minimize losses and reduce costs according to the Township's risk management policies.

The Township will cooperate and coordinate with other governmental agencies in an effort to provide maximum services at minimum costs.

IV. ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY

A. Purpose

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

B. Policy

The Township will adhere to a policy of full and open public discourse of all financial activity. The proposed budget will be prepared in a manner to maximize its understanding by citizens and elected officials. Copies of financial documents will be made available to all interested parties. Opportunities will be provided for full citizen participation prior to adopting the budget.

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

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

As an additional independent confirmation of the quality of the Township's financial reporting, the Township will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The CAFR will be presented in a way designed to communicate with citizens about the financial affairs of the Township.

V. INVESTMENT POLICIES

A. Purpose

The investment policies are designed to legally maximize the return on the Township's idle funds.

B. Policy

The Township will regularly analyze its cash flow needs of all funds.

The Township will collect, disburse, and deposit funds on a regular basis.

The Township will pool cash from its different funds and invest the idle funds with compliance to state and federal laws at the highest rate of return possible, while maintaining a diversified investment portfolio.

Interest earnings and market value adjustments will be credited to the source of the invested monies at the end of each quarter based on the average cash balances during that quarter.

The General Fund will receive a minimum of 7.5 percent of all investment earnings as administrative

fees for the Finance Officer's time for investing.

The Finance Officer will provide at least quarterly investment information and results to the Town Board.

VI. RESERVE POLICIES

A. Purpose

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

B. Policy

The Township's goal is to maintain a General Fund fund balance reserve of 45% of the General Funds operating budget for working capital to provide cash flow between its two semi-annual state aid and tax payments (July and December).

The Township will maintain a General Fund fund balance of 5% to 7% of the General Funds operating budget for emergencies, such as natural disasters or other unforeseen needs.

At the end of the fiscal year, if the General Fund fund balance has a reserve for working capital at a minimum balance of 50% of next year's operating budget the remaining reserves will be assigned for a specific use or transferred to other funds for the funding of future improvement projects, equipment purchases or into the risk management fund to self-insure Township assets as approved by the Town Board.

The Improvement Fund will receive any fund balances remaining in any debt service fund once the debt is fully retired.

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

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

VII. DEBT POLICIES

A. Purpose

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

B. Policy

The Township will not use long-term debt for current operations.

The Township will avoid the issuance of short-term debt, such as, Budget, Tax and Revenue Anticipation Notes.

The Township will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 5 years and cannot be financed from current revenues.

The Township will use special assessments, revenue bonds, and/or any other available self-liquidating debt measures instead of general obligation bonds where and when possible, applicable and practical.

The Township will pay back debt within a period not to exceed the expected life of the project.

The Township will not exceed 2 percent of the market value of taxable property for general obligation debt per state statutes.

The Township will maintain good communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond prospectus. The Township will comply with Securities Exchange Commission (SEC) reporting requirements.

The Township will follow a policy of full disclosure on financial reports and bond prospectus.

The Township will refinance or call any debt issue when beneficial for future savings.

VIII. CAPITAL EQUIPMENT POLICIES

A. PURPOSE

The purpose of the Township's capital equipment program is to plan for the replacement of obsolete equipment and the purchase of new items without implementing significant changes in the tax levy.

B. POLICY

The Township will plan for the purchase of any equipment costing over $1,000 and a life of 5 years or more as part of the Township's five-year capital equipment program.

The Township will plan the capital equipment program to assure that fund balances remain in the capital equipment fund to accrue interest and use its reserve policy to provide an additional revenue sources for the fund.

The Township will anticipate equipment replacements and additions based on realistic asset life expectancies and cash balances.

The Town will project any future operating costs of purchases into future operating budgets.

The Town will maintain its assets to protect its capital investment and to minimize future capital expenditures.

The Township will use the least expensive financing method for all capital equipment purchases including multiple cost estimates and bids when appropriate and required by law.

Enterprise Funds will contribute on a prorating basis to the purchase of any assets, which they use.

IX. CAPITAL IMPROVEMENT PROGRAM POLICIES

A. PURPOSE

The purpose of the capital improvement policy is to plan for the construction, replacement and maintenance of the Township's infrastructure with as little impact to Township funds as possible.

B. POLICY

The Township will develop a multi-year plan for capital improvements and update it annually.

The Township will identify the estimated cost and potential funding sources for each capital project.

The Township will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in the operating budget.

The Township will use inter-governmental assistance to finance those capital improvements that are consistent with the capital improvement plan and Township priorities.

The Township will maintain all its assets at a level adequate to protect the Township's and its citizens' capital investment and to minimize future maintenance and replacement costs.

Federal, State and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used as available to assist in financing capital improvements.

X. RISK MANAGEMENT POLICIES

A. PURPOSE

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

B. POLICY

Insurance policies will be analyzed regularly to assure proper coverage and deductibles on Township assets.

The Township will maintain the highest deductible amount, considered prudent in light of the relationship between the cost of insurance and the Township's ability to sustain the loss.

The Township will maintain a Risk Management Fund to pay all insurance premiums and deductibles for the Township except employee hospitalization insurance benefits. The Risk Management Fund will charge department activities for their estimated insurance cost.

The Risk Management Fund will finance the replacement of any Township assets, which are not covered under insurance policies, which are destroyed or stolen. (Self-insure).

XI. PURCHASING POLICY

A. PURPOSE

The purpose of the purchasing policy is to purchase materials at the lowest cost consistent with the quality and service required, to make as many purchases as possible on the basis of competitive bidding unless there is an emergency that requires immediate action to protect the health, safety or welfare of the Town residents or employees, conduct the entire purchasing process in such a clear manner, without the conflict of interest to eliminate any possibility of improper business relationships, to have high personal integrity and be capable of protecting public interest at all times and to deal fairly and equitably with contractors and suppliers and to extend to all organizations and individuals an equal opportunity to share in providing materials and services.

B. POLICY

For purchases $1,000 or less, a purchase order must be completed and signed by the Township Employee requesting the purchase

For purchases between $1,000 and up to $5,000 and included in the budget, a purchase order must be completed and signed by the Town Employee requesting the purchase. The Public Works Director, Finance Officer, must sign the purchase order or Clerk-Treasurer before the purchase is made. Purchases between $1,000 and up to $5,000 and not included in the budget, will only be allowed if funding is available and purchase order must be completed, with funding source and signed by the Township Employee requesting the purchase. The Public Works Director, Finance Officer, or Clerk-Treasurer must also sign the purchase order.

Items costing between $5,000 and up to $25,000, at least three (3) quotations (two (2) if approved by the Clerk-Treasurer or Finance Office) shall be solicited for purchases in this range. Upon the discretion of the Clerk-Treasurer, advertisement in the Town's official newspaper may be warranted.

For items between $25,000 and up to $50,000, either sealed bids or three (3) quotations shall be solicited on the discretion of the Town Board. If three (3) quotations cannot be obtained, an explanation as to why less than three (3) quotations were obtained.

Items exceeding $50,000 in cost, sealed bids shall be solicited by public notice. The Department Head requesting the expenditure shall write specifications. No public notice shall be given until the Town Board approves the specifications. Upon approval of the specifications, advertisements shall run at least twice in the Town's official newspaper and any other appropriate publications ten (10) days before the bid opening. Bids will be awarded at the next Town Board meeting along with a Requisition Form to be signed by the Board Chairperson.

Minnesota law requires the Town to consider the Minnesota Cooperative Purchasing Venture (CPV) for contracts estimated to exceed $25,000. For these contracts, the Town must "consider the availability, price and quantity of supplies, materials, or equipment available through the CPV before purchasing through another source". (Minn. Stat. 471.345, subd. 15.)

If the purchase is for an emergency to protect the health, safety or welfare of the Town's residents or employees, the Clerk-Treasurer or Finance Officer may approve the purchase. If the purchase amount is over $15,000 the purchase may be approved by the Clerk-Treasurer or Finance Officer after receiving two (2) quotations.

Employees may use their Township purchase card for purchases where vendors accept purchase cards. When using purchase cards the employee must adhere to the Town's Purchase Card Policy.

When beneficial, the Township may lease equipment. Equipment obtained through a lease must follow the procedures of the Purchasing Policy as outlined above based on the equipment's value as if were to be purchased.

XII. PURCHASE CARD POLICY

A. PURPOSE

The purpose of this policy is to establish regulations for the use of Town purchase cards in order to maintain a clear accounting for purchases made with these cards. These guidelines will reduce the potential loss and misuse of cards. It will also provide employees with a flexible and convenient method to make purchases for the Township.

B. POLICY

The Finance Officer may use his/her judgment and discretion while delegating and implementing this policy. The Town's purchasing cards are not credit cards. The outstanding balance must be paid in full each month.

No cash access (ATM) is allowed with the purchasing cards.

The Finance Officer in consultation with the Clerk Treasurer will determine which employees will be assigned cards and any restrictions that will pertain to individuals' cards.

A purchasing card will be issued to a specific employee in that employee's name and can be used by ONLY that employee. Before taking possession of the purchasing card, the employee must read and sign the credit card user agreement.

A supervisor may request a credit card for an employee to the Finance Officer. The Finance Officer and Clerk Treasurer may use their discretion in approving said request.

A purchase card should be used at any merchant that accepts Visa except as the Township may otherwise restrict or direct.

All purchases must be made subject to applicable State and Federal laws and the Township's purchasing policy.

It is the responsibility of the cardholder to insure that the card is used only for legitimate Town business in accordance with the cardholder's job duties and that no one but the cardholder uses the card.

If the card is lost or stolen, it is the responsibility of the employee to contact the card issuer bank and Finance Officer as outlined in the Card User Agreement.

Improper use of the card will result in disciplinary action up to and including termination of employment as outlined in the Township's personnel manual.

When the cardholder's employment with the Township terminates, the employee will return the card to the Finance Officer, who will direct staff to cancel the card.

On-line reporting tools will be utilized by the finance department to monitor purchases and the expenses charged on the card will be compiled in a separate report and presented to the Town Board for approval.

All rewards (cash back credits) belong to the Township.

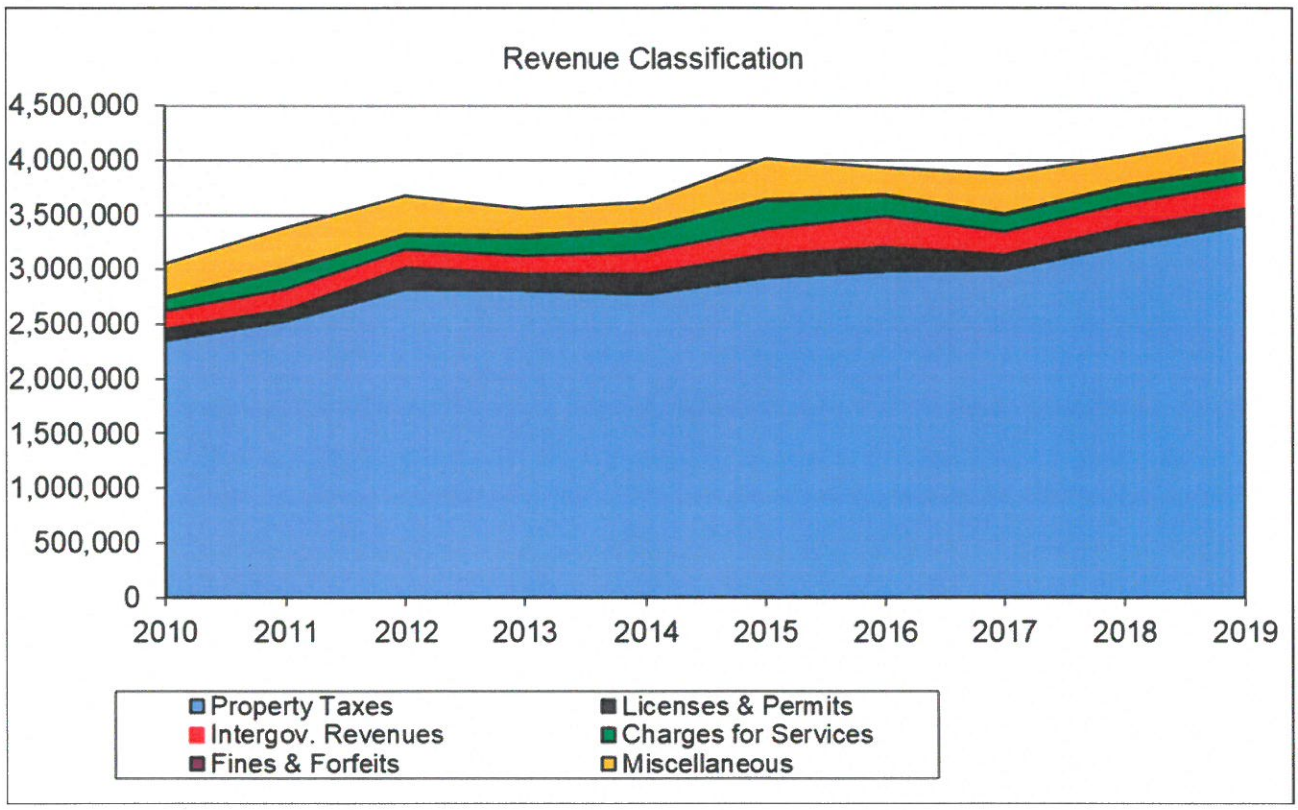
The Finance Department should be notified as soon as possible of any problems, issues, or discrepancies an employee has with the

BUDGET ASSUMPTIONS AND TRENDS

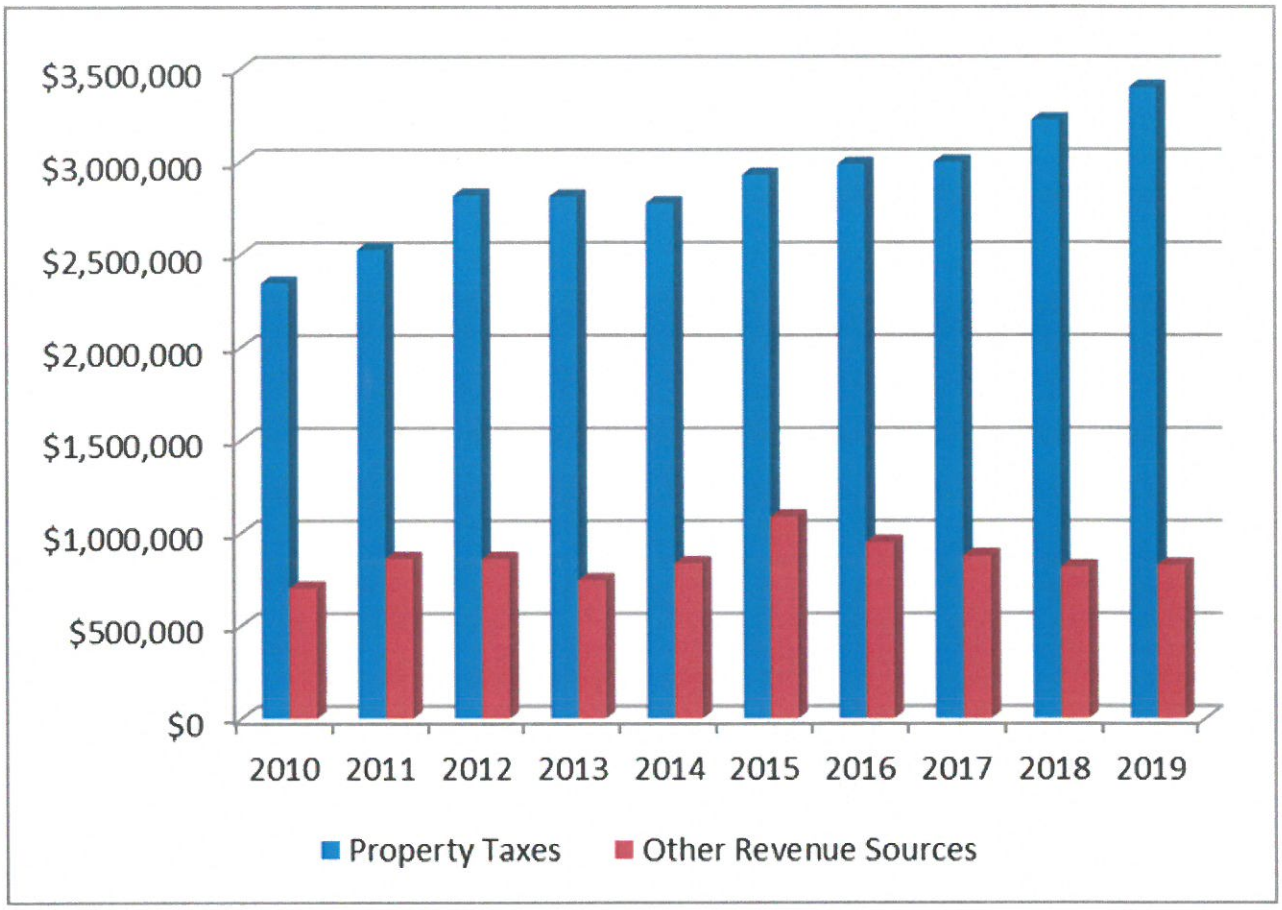
The Township reviews revenue and expenditure trends, along with making certain assumptions as a foundation for developing a budget. These assumptions and trends guide the Township in determining the level of service that will be provided to residents and how those services will be funded. The Township's budget practice is to use conservative revenue estimates to assure adequate funding of expenditures. The Town's fiscal policies provide more details on Township budget practices and projections.

Revenues:

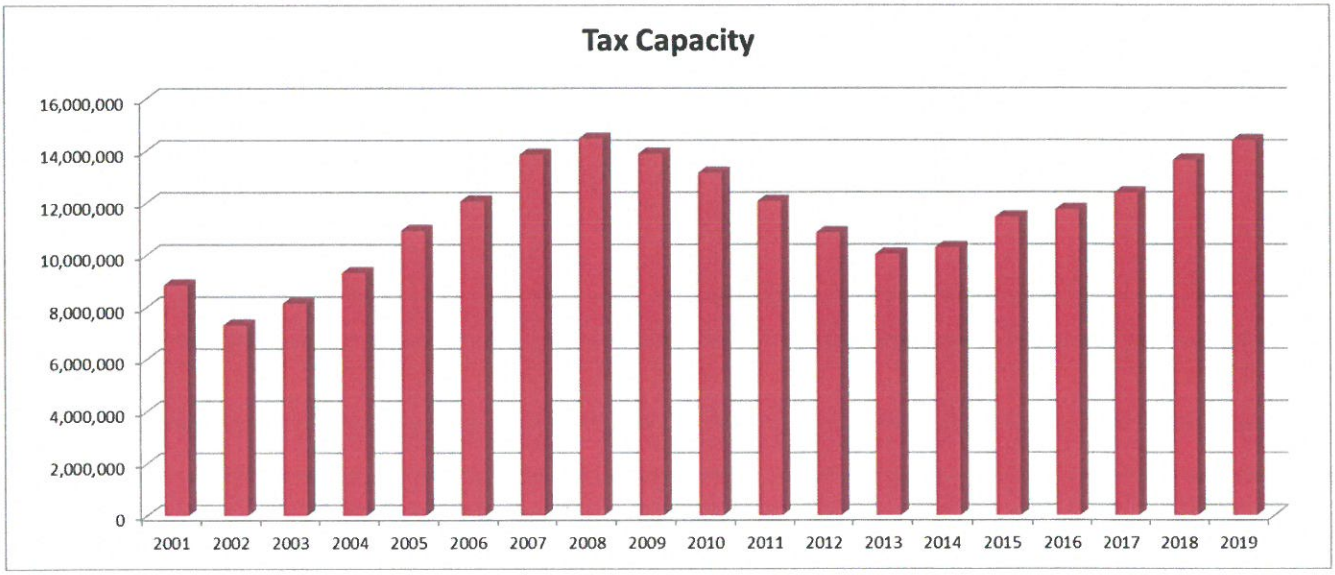
The main revenue source for local municipalities, including White Bear Township is property taxes. The graph below demonstrates the breakdown and the changes from each year of the Township's operating revenues in its General Fund.



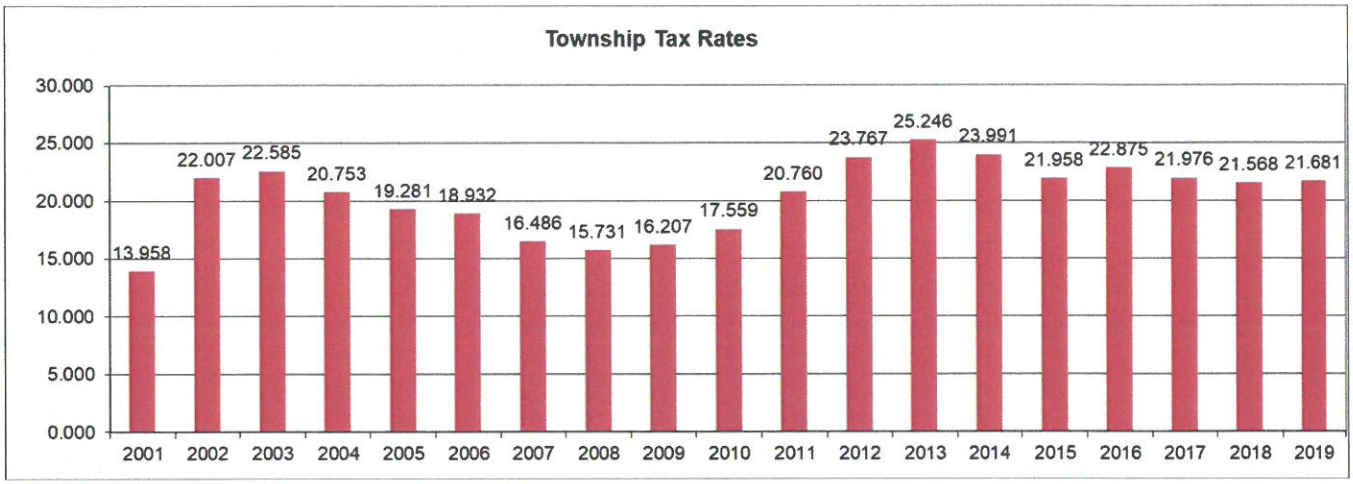
Property taxes account for approximately 77% to 81% of General Fund revenues through the years. This trend is expected to continue in 2019 and the Township will become more dependent on property taxes in the future as the Township becomes fully developed as show in the chart on the following page.

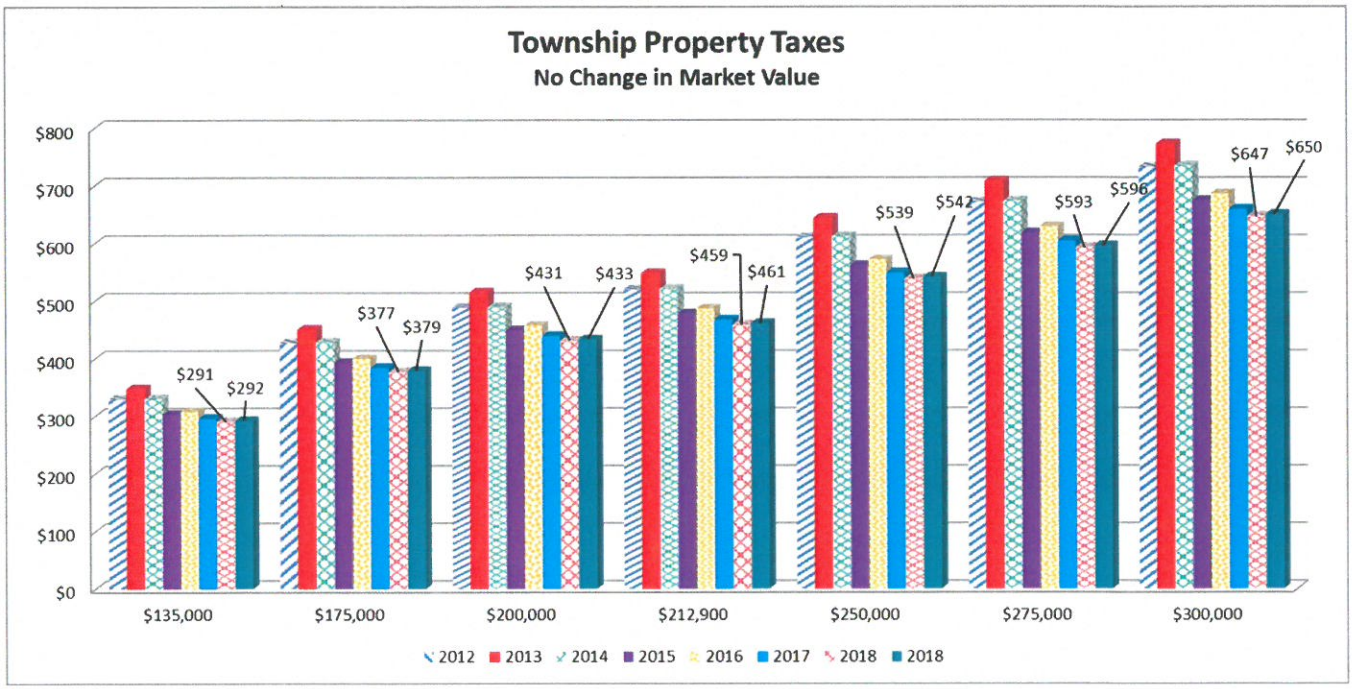


The Town Board has tried to maintain the lowest possible property tax effect on residents. One factor in determining the amount of property taxes a property will pay is the Town's tax capacity, which is determined based on a taxable market value of all Township properties. For years, the Town's tax capacity was growing until the economic downturn lowered home values and slowed new construction. However, the Town has had increases in its tax capacity for the last six years including 2019 as shown in the chart below.

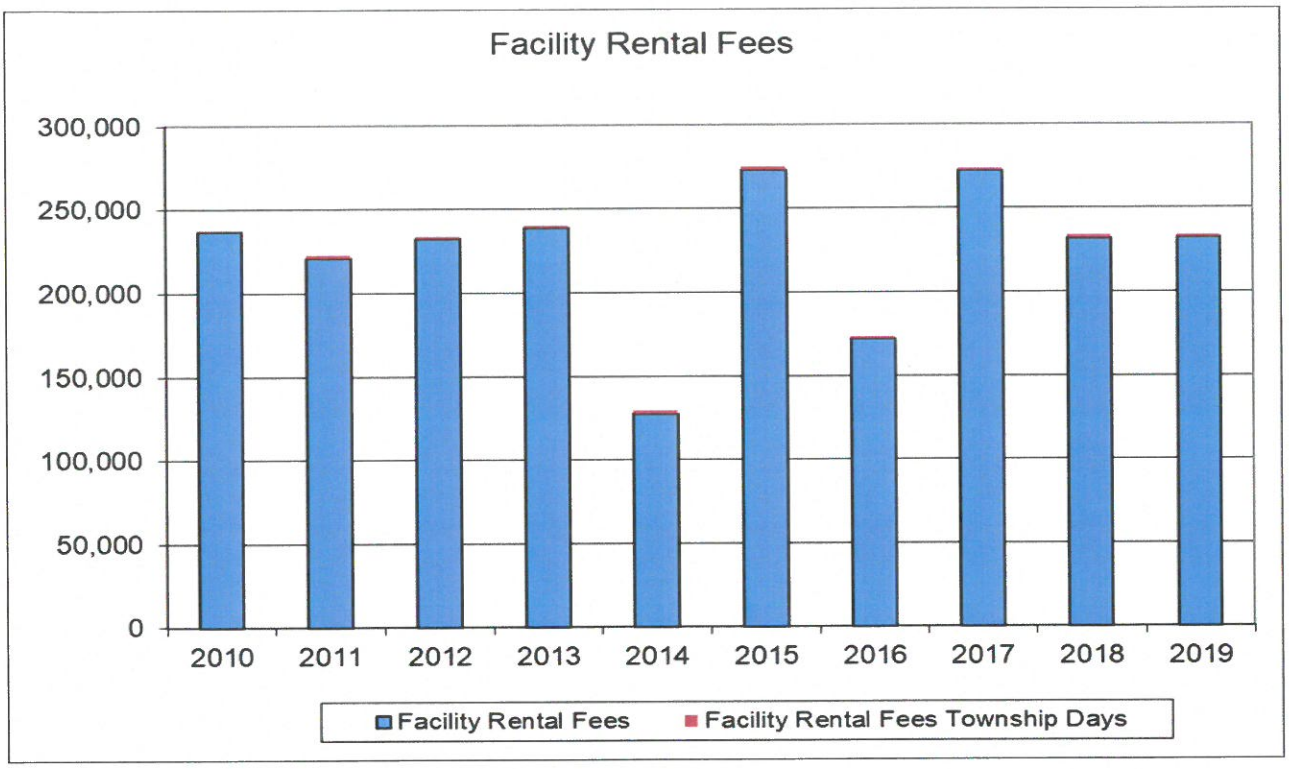


The Town's property tax levy is divided by its tax capacity to determine the tax rate, which will be multiplied against each individual property's tax capacity to determine the amount due in property taxes to the Township. The graphs below demonstrate the changes in the Town's tax rate and the effects the rate had on property taxes for certain valued properties in the Township.

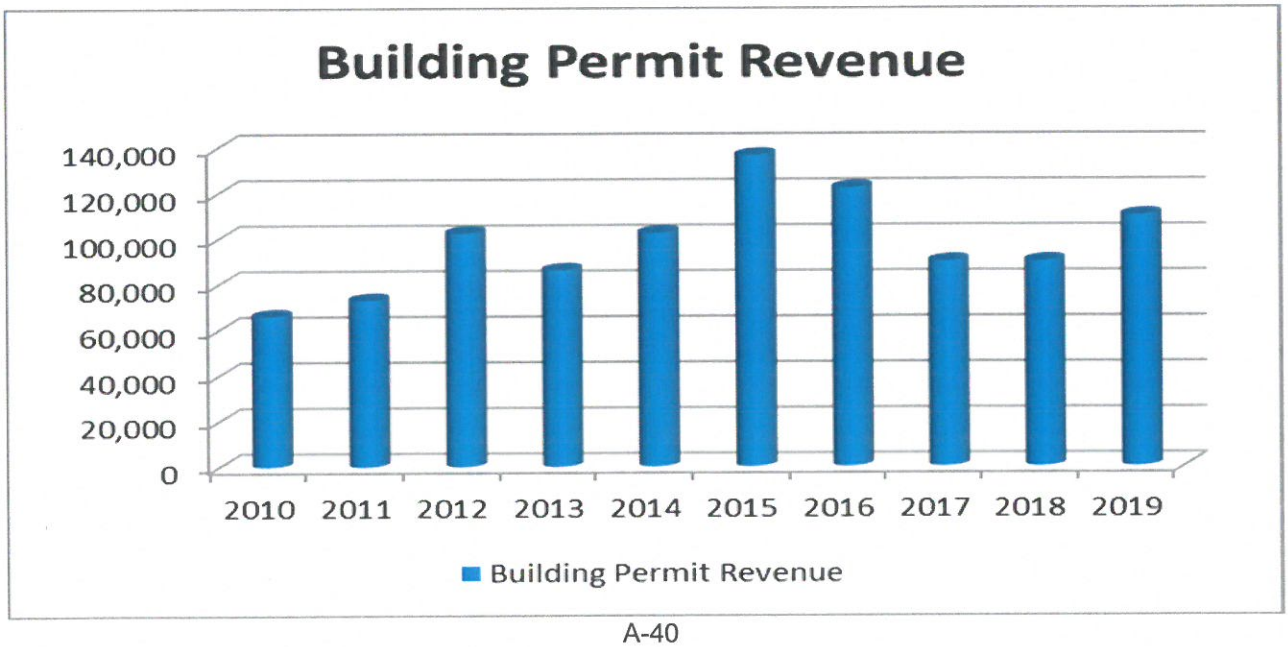




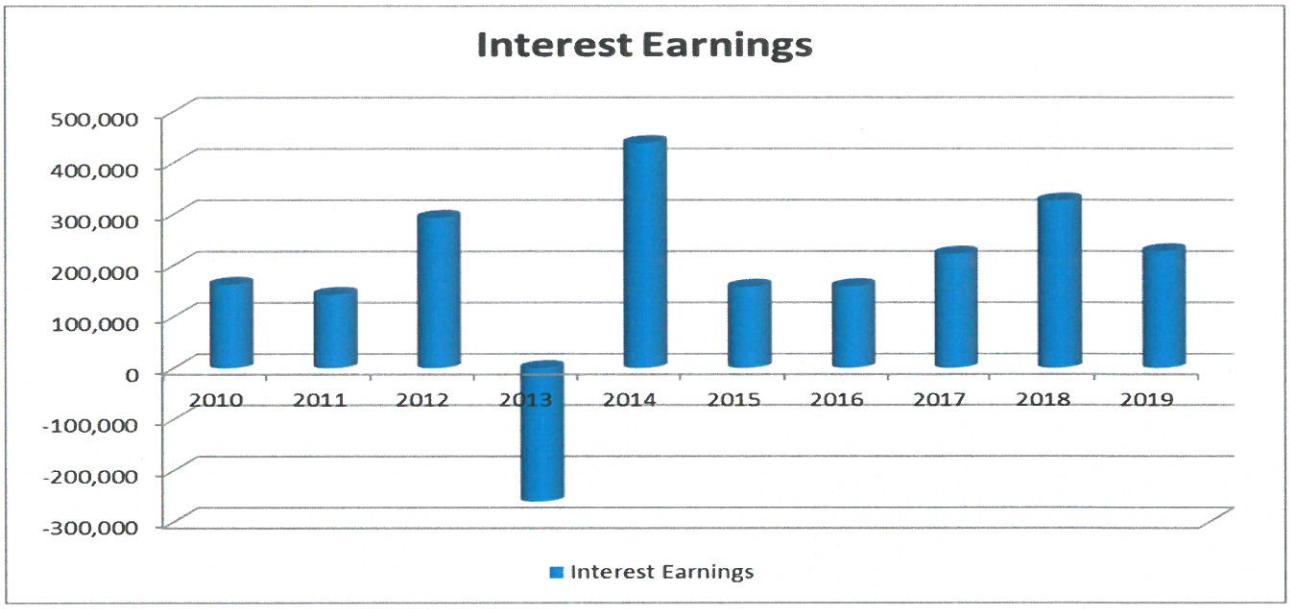
While Property taxes have always been the largest revenue source for the Township, facility rental fees are the second largest. These are charges to cellular phone companies for placing cellular towers on Township property, including water towers. In 2017, one contract was terminated due to a merger of cell phone companies and two contracts were reduced due to repainting of the water tower, which required removal of the antennas for a period of time. The Township currently has eight active contracts with providers, which call for various inflationary increases each year of the contract. The Town assumes these contracts will continue in 2019 and does not anticipate any new or additional contracts. On the following page is a graph showing the revenue trends for facility rentals.



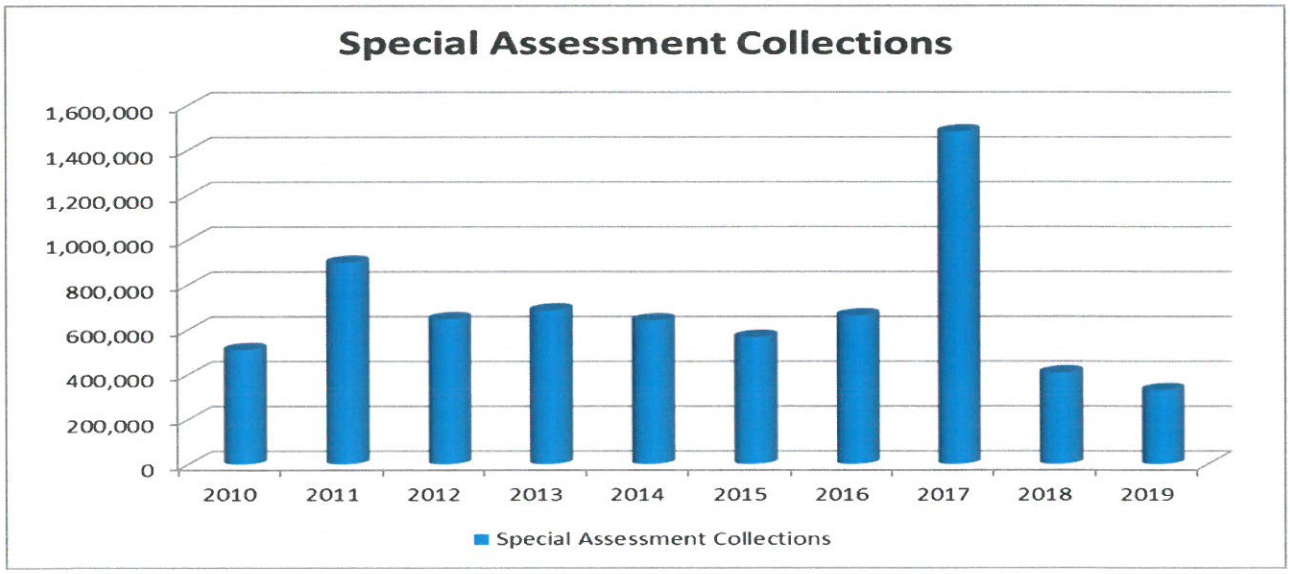
The third largest revenue source is building permit revenues. As state previously, building permit revenues have been declining due to the economy and the Township having less land available for new housing growth. Since 2012, permit revenues have declined even though the number of permits issue has increased. This is due to the number of permits issued for home remodeling and less new construction. This trend will continue into the future but in 2019, permit revenue was increased to reflect new construction in the Three Oaks residential development. It should be noted, in 2015 the Township was affected by a hailstorm, which resulted in the majority of homes needing new roofs and siding requiring building permits. Below is a graph demonstrating the changes in building permit revenues.



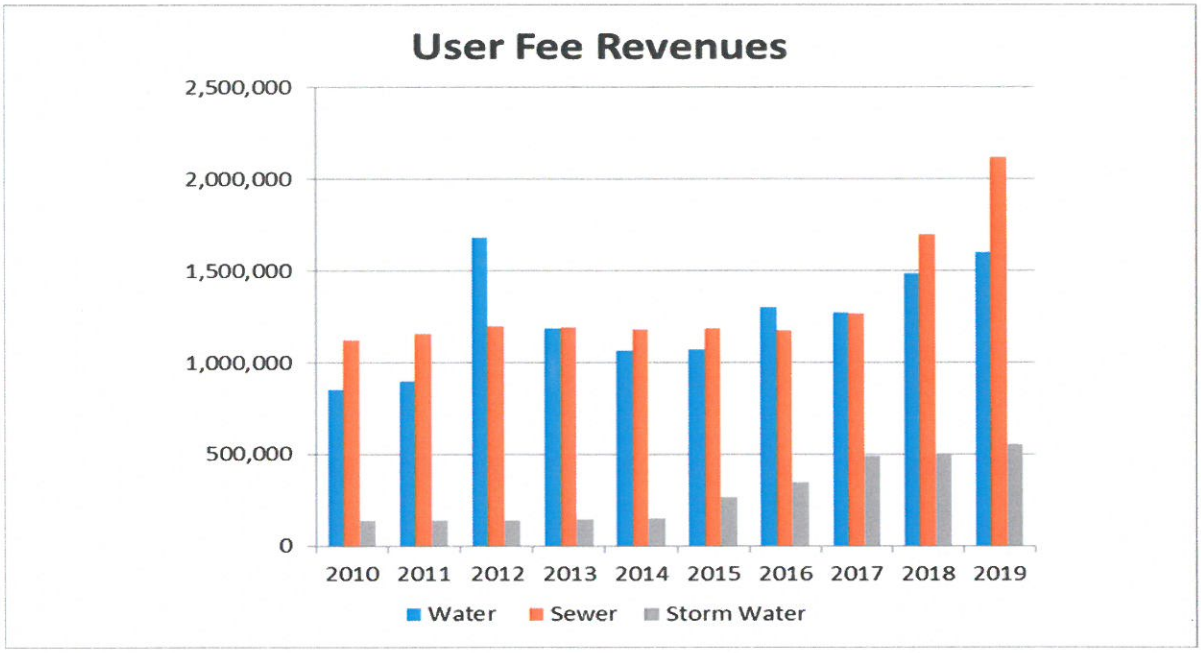
Another revenue source is interest earnings. The Township pools its cash reserves for investment purposes, which is described in more detail in the investment policy outlined on page A-27 of this document and the interest distribution estimates can be found on pages H-11 and H-12. Interest earnings has declined in recent years including 2019 even as interest rates rise slightly because of smaller fund balances as shown in the chart below. In 2013, there was negative interest earnings due to adjusting investments to market value; however, the Town holds the majority of its investments until maturity so no loss was actually experienced.



The main revenue sources of the Debt Service Funds are special assessments on the benefitting properties. The amount budgeted for special assessments comes from the unpaid balance as of the previous year's audit and assumes no prepayment of assessments during the current fiscal year. The chart below demonstrates the collection of special assessments over time. The increase in 2011 was due to the 2010 street reconstruction project being assessed to benefitting properties and the 2017 increase was due to the sewer-lining project in the southeast side of the Township being assessed.

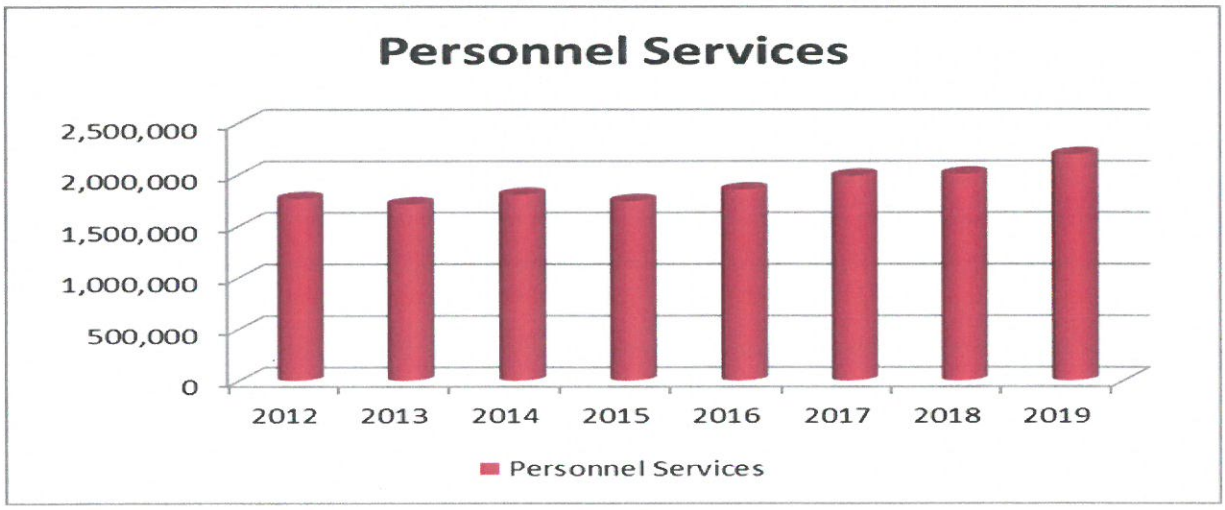


For the Enterprise Funds user fees are the main revenue source. The Township sets its user fees to recover all operating costs and approximately 75% of depreciation of system assets. The chart below show the revenues derived from user fees. In 2012, the Township started billing water fees based on water usage instead of a flat fee resulting in higher revenues. The Town reviews its rates for water, sanitary sewer, and storm water annually and adjusts the rates to cover operating costs and part of the depreciation costs. For 2019, the water, sanitary sewer, and storm water rates were all increased. A correction of an error in the storm water rate calculation in the billing system results in the revenue increase for 2018.



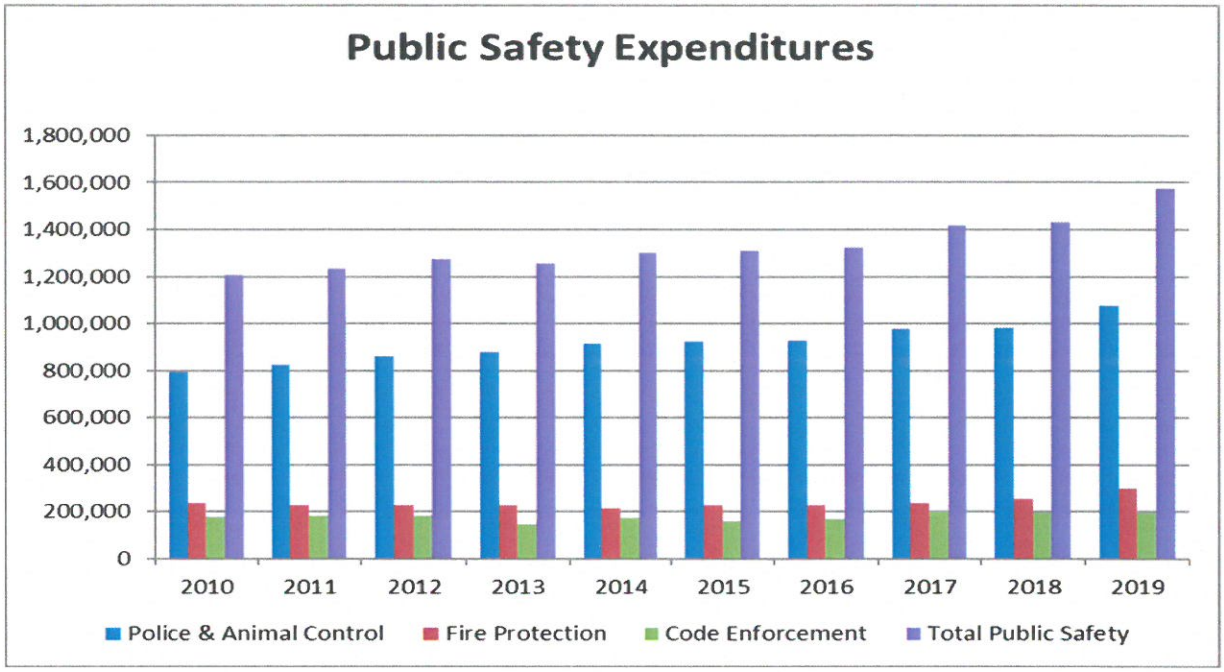
Expenditures/Expenses:

The Township's third largest expenditure classification is personnel services, which includes salaries and benefits for employees. Salary increases for 2019 are 2.0% on January 1st and 1.5% on July 1st. For 2019, the Town proposes to create and fill a utility coordinator position. In addition to wages being increased, benefit costs have changed, which was described previously in this executive summary. The chart below demonstrates the changes in personnel services.

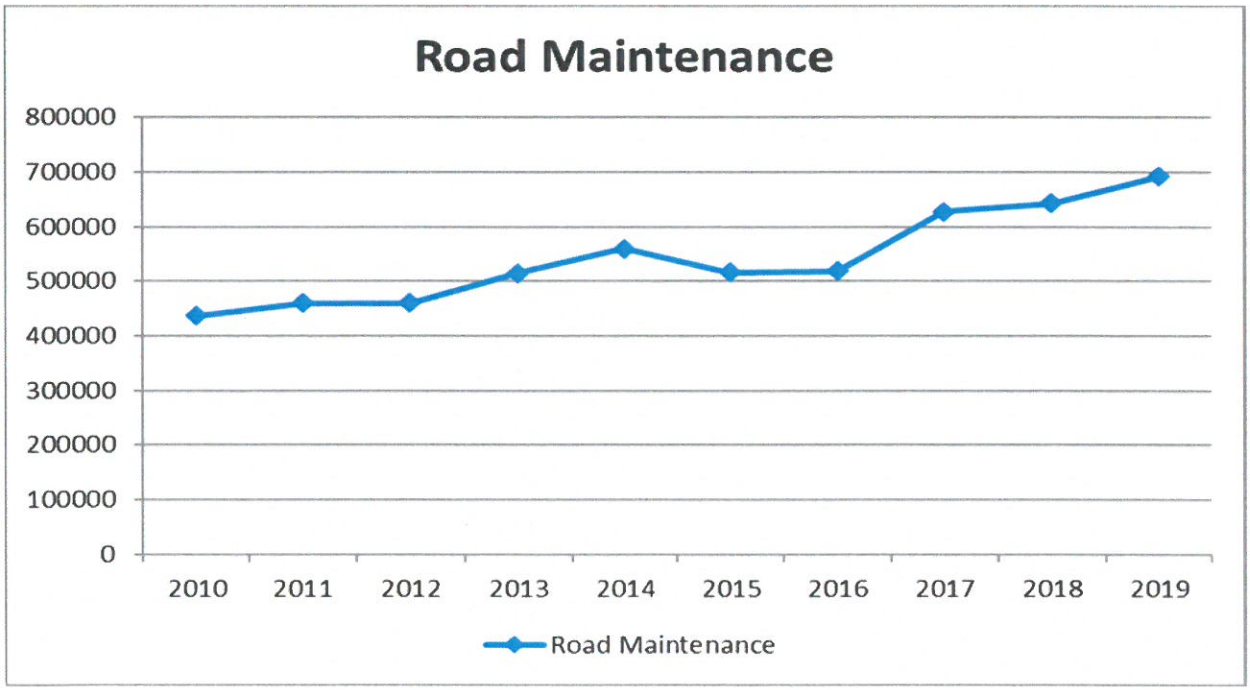


The Township's organizational chart is on page A-25, while staffing levels and salary and benefit distributions are detailed on page H-13.

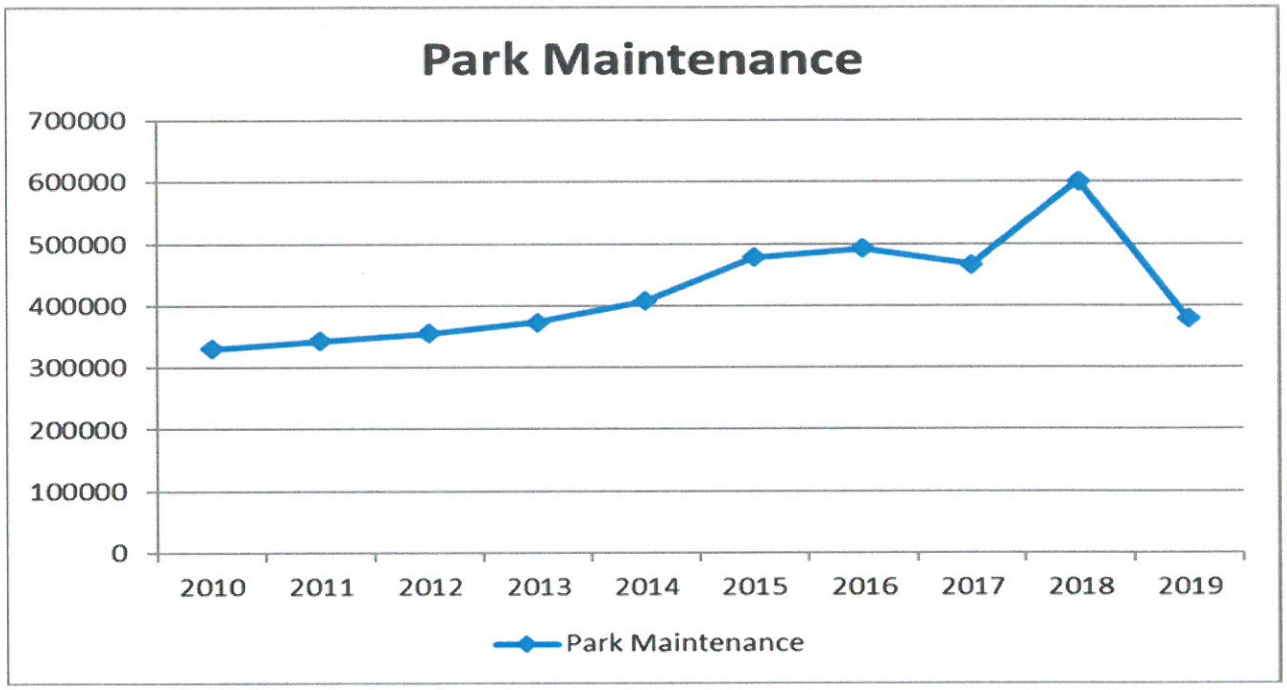
The largest General Fund activity in terms of dollars spent is Public Safety. The chart below shows expenditures for the public safety department.



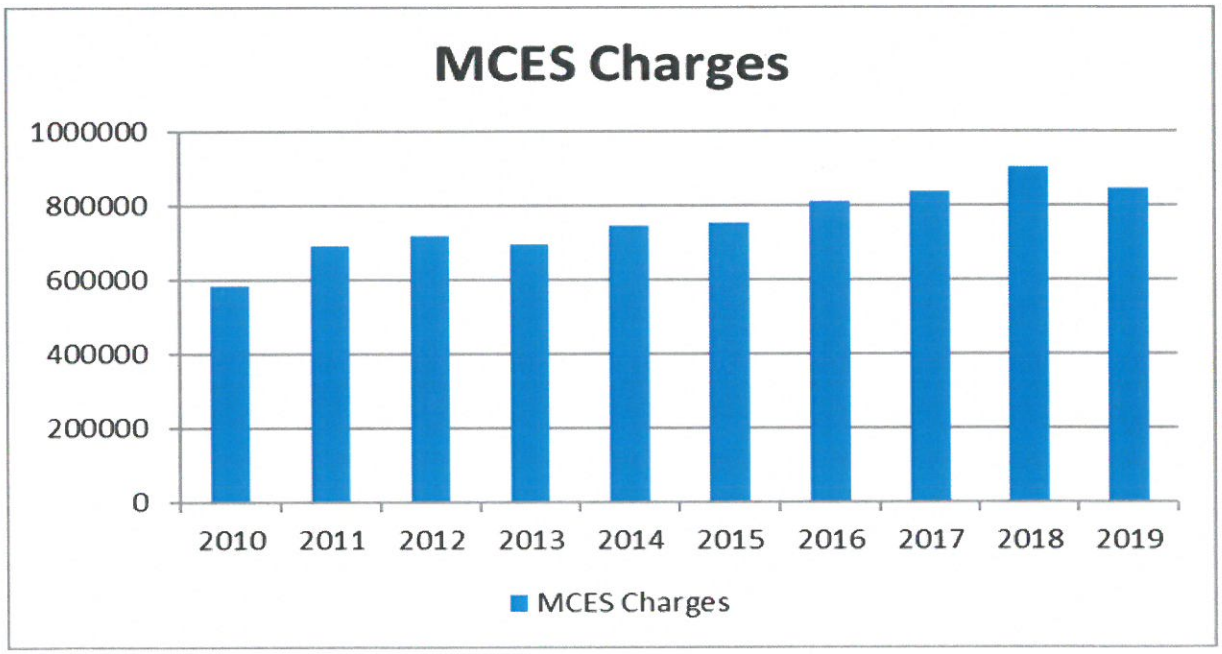
Another large expenditure for the Township is road maintenance, which includes street patching, sealcoating, and snow removal. The chart below demonstrates the expenditure trend for this activity. The Township is developing a ten-year pavement management plan, which will help keep the Town roads maintained well into the future without negative impacts on its residents.



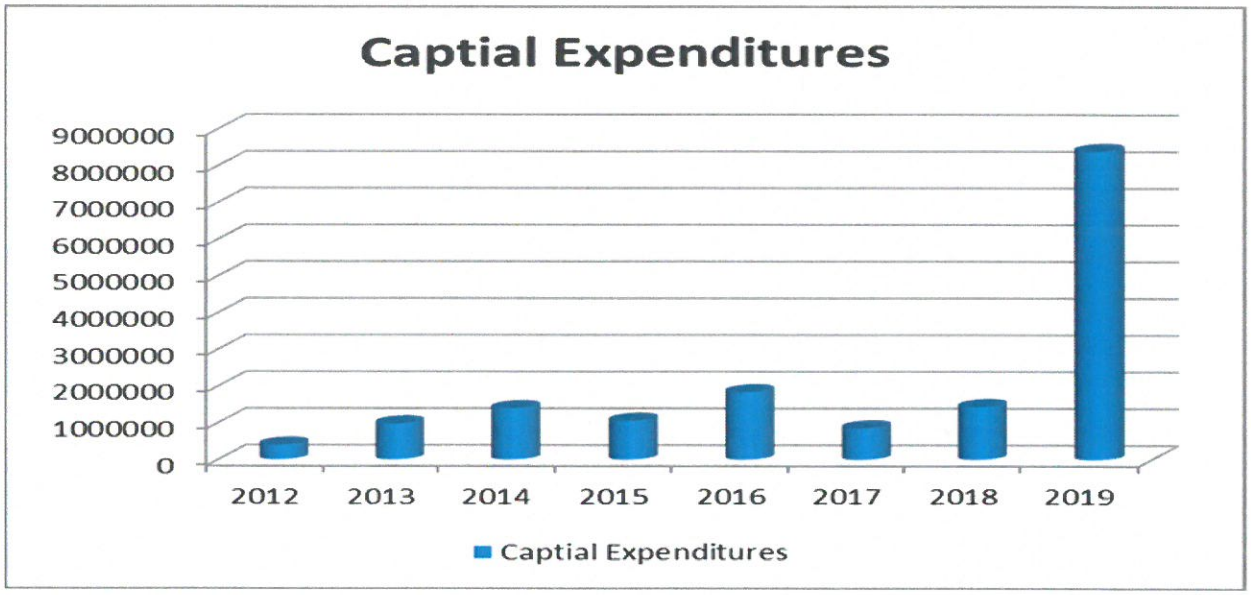
As the Town continues to develop Polar Lakes Community Park and improve other existing parks and trails, the budget for park maintenance will continue to increase. The increases have been due to capital expenditures for equipment replacement and facility improvements. The decrease in 2019 is from less capital expenditures planned compared to the past.

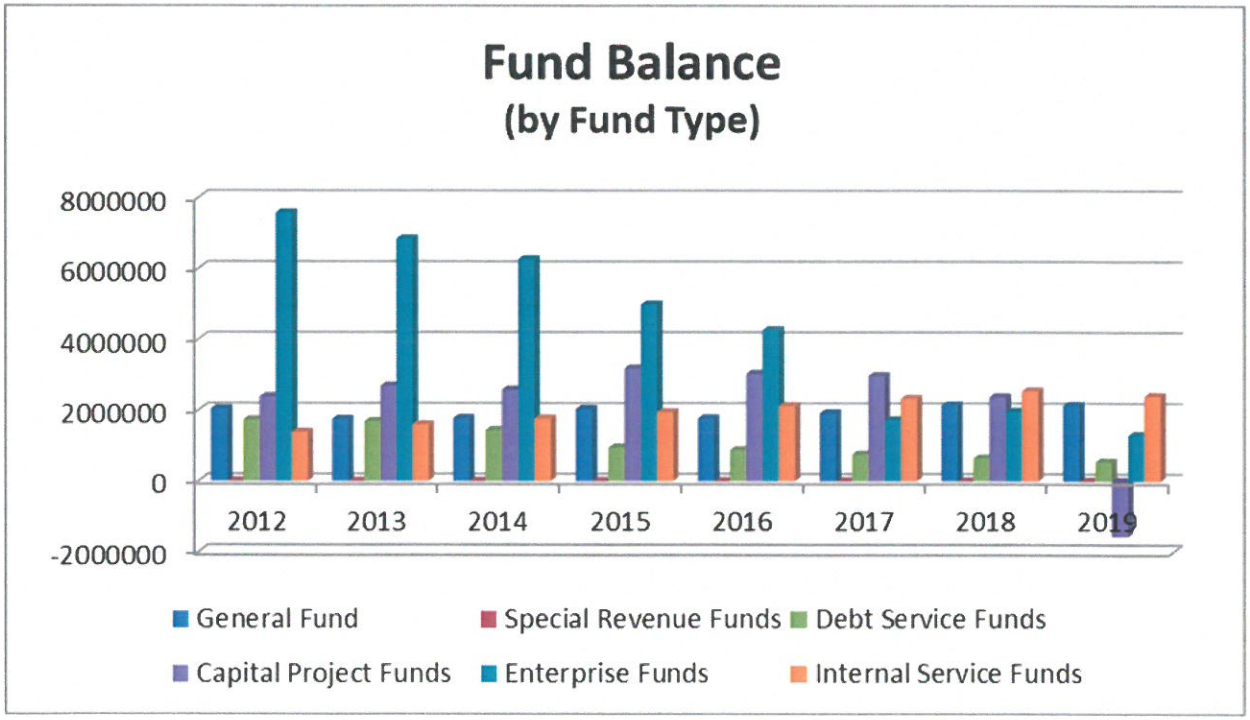


The largest expenditure in the Enterprise Funds would be the cost to treat wastewater from the Metropolitan Council Environmental Services (MCES). The chart below shows the changes in these costs. The Township has been able to reduce its flows by eliminating the infiltration of clean water into the system and therefore it charges from MCES for 2019



Within every budget cycle, the budgets include operating transfers from one fund to another. Many of these transfers are to debt service funds for the repayment of debt or to capital funds for future projects. Therefore, as debt service payments decrease so does the requirement for these transfers. The level of fund balance the Township has available also helps determine the types and scopes of projects the Town will try to accomplish in the budget and where to transfer funds. The Town's fund balance policy on page A-31 describes the level of fund balance the Town tries to maintain and how it will be used in the future. The following charts show the relationship between these operating transfers, Town fund balances and capital project expenditures, along with the table of 2018 operating transfers.





The Town's need to transfer funds has declined in recent years and now consist mainly of the funding

of debt services payments and construction projects. The decrease in 2018 is due to having less debt outstanding, which leads to lower annual debt payments.

		2019 Operating Transfers			
FUND #	FUND NAME	TRANSFER IN	FUND #	FUND NAME	TRANSFER OUT
101	Township Day	7,500	405	EDA - General	7,500
101	Town Hall Management	7,500	405	EDA - General	7,500
386	2011C TIF Bonds	97,375	405	EDA - Comtal District	97,375
505	Improvement Fund	81,500	101	General Fund - Road & Bridge	81,500
517	Park Improvement Fund	200,000	101	General Fund - Park & Recreation	200,000
	Total	393,875		Total	393,875

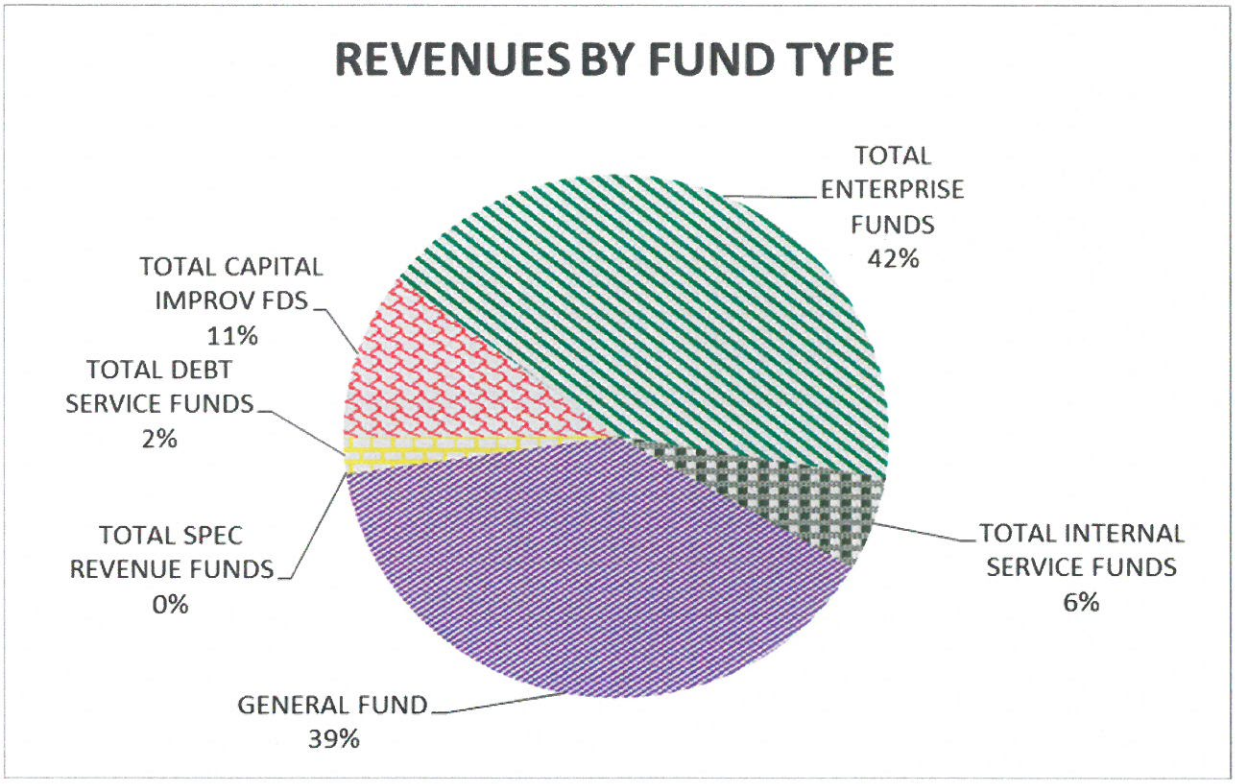
2019 BUDGET SUMMARY

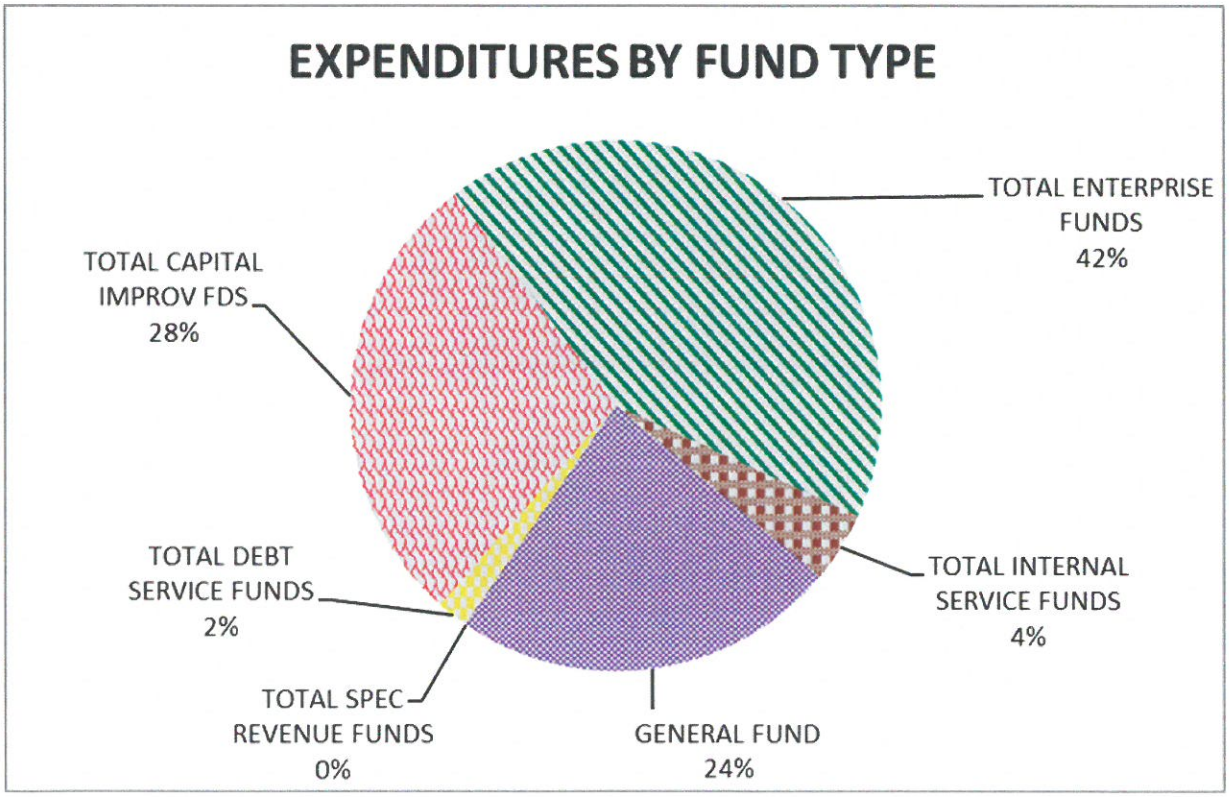
Summary by Classification:

TOTAL ALL FUNDS REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$3,652,803	$3,634,767	$3,586,260	$3,857,691	$3,728,459	$4,034,055	4.57%
LICENSES & PERMITS	$232,255	$245,409	$233,907	$184,400	$247,214	$187,200	1.52%
INTERGOVERNMENTAL REVENUES	$204,693	$238,038	$189,536	$197,216	$208,983	$200,516	1.67%
CHARGES FOR SERVICES	$2,989,769	$3,197,636	$3,514,441	$4,168,257	$4,201,199	$4,481,425	7.51%
FINES & FORFEITS	$16,528	$18,324	$20,984	$16,000	$18,830	$16,000	0.00%
SPECIAL ASSESSMENTS	$567,287	$663,021	$1,483,274	$284,900	$408,275	$330,400	15.97%
INTEREST EARNING	$158,530	$159,285	$222,902	$284,525	$326,401	$228,022	-19.86%
MISCELLANEOUS	$1,008,000	$867,594	$917,102	$1,261,193	$1,055,364	$879,710	-30.25%
OPERATING TRANSFERS	$1,445,612	$834,022	$1,645,721	$178,273	$178,273	$393,875	120.94%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$10,275,477	$9,858,096	$11,814,127	$10,432,455	$10,372,998	$10,751,203	3.06%
EXPENDITURES							
PERSONNEL SERVICES	$1,741,976	$1,852,736	$1,985,648	$2,085,422	$2,004,391	$2,193,888	5.20%
SUPPLIES	370,662	627,124	439,378	506,800	456,560	536,645	5.89%
OTHER SERVICES & CHARGES	4,867,224	4,862,207	6,368,033	6,040,757	5,671,092	6,108,459	1.12%
CAPITAL OUTLAY	1,063,946	1,843,256	863,479	2,346,610	1,444,159	8,404,808	258.17%
DEBT SERVICE	1,623,860	462,969	788,397	359,946	360,590	354,586	-1.49%
OPERATING TRANSFERS	1,445,613	834,022	1,645,722	178,273	181,861	393,875	120.94%
TOTAL EXPENDITURES	$11,113,281	$10,482,314	$12,090,657	$11,517,808	$10,118,653	$17,992,261	56.21%
FUND BALANCE - JANUARY 1	$28,434,481	$27,596,677	$26,972,459	$26,695,929	$26,695,929	$26,950,273	
EXCESS REVENUE OVER EXPENDITURE	($837,804)	($624,218)	($276,530)	($1,085,353)	$254,345	($7,241,058)	
FUND BALANCE - DECEMBER 31	$27,596,677	$26,972,459	$26,695,929	$25,610,575	$26,950,273	$19,709,215	

Summary by Fund Type:

TOTAL ALL FUNDS REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
GENERAL FUND	$4,021,008	$3,893,241	$3,967,579	$4,043,491	$4,168,226	$4,231,356	4.65%
TOTAL SPEC REVENUE FUNDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL DEBT SERVICE FUNDS	$1,199,806	$359,050	$815,486	$228,648	$233,874	$238,545	4.33%
TOTAL CAPITAL IMPROV FDS	$1,492,246	$1,599,707	$1,875,206	$1,175,257	$1,085,505	$1,119,799	-4.72%
TOTAL ENTERPRISE FUNDS	$3,087,516	$3,332,122	$4,537,779	$4,168,812	$4,250,167	$4,534,015	8.76%
TOTAL INTERNAL SERVICE FUNDS	$474,901	$673,976	$618,077	$816,247	$635,226	$627,488	-23.13%
TOTAL REVENUES	$10,275,477	$9,858,096	$11,814,127	$10,432,455	$10,372,998	$10,751,203	3.06%
EXPENDITURES							
GENERAL FUND	$3,770,303	$4,151,040	$3,819,037	$4,043,491	$3,950,387	$4,231,356	4.65%
TOTAL SPEC REVENUE FUNDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL DEBT SERVICE FUNDS	$1,692,843	$423,616	$936,570	$340,351	$344,583	$339,154	-0.35%
TOTAL CAPITAL IMPROV FDS	$888,918	$1,748,032	$1,935,782	$1,269,933	$1,680,669	$5,069,023	299.16%
TOTAL ENTERPRISE FUNDS	$4,466,824	$3,664,632	$4,983,946	$4,926,447	$3,726,089	$7,580,901	53.88%
TOTAL INTERNAL SERVICE FUNDS	$294,393	$494,994	$415,322	$937,585	$416,925	$771,826	-17.68%
TOTAL EXPENDITURES	$11,113,281	$10,482,314	$12,090,657	$11,517,808	$10,118,653	$17,992,261	56.21%
FUND BALANCE - JANUARY 1	$28,469,024	$27,631,220	$27,007,002	$26,730,472	$26,730,472	$26,984,816	
EXCESS REVENUE OVER EXPENDITUR	($837,804)	($624,218)	($276,530)	($1,085,353)	$254,345	($7,241,058)	
FUND BALANCE - DECEMBER 31	$27,631,220	$27,007,002	$26,730,472	$25,645,118	$26,984,816	$19,743,758	


REVENUES BY FUND TYPE
TOTAL ENTERPRISE FUNDS 42%
TOTAL CAPITAL IMPROV FDS 11%
TOTAL DEBT SERVICE FUNDS 2%
TOTAL SPEC REVENUE FUNDS 0%
TOTAL INTERNAL SERVICE FUNDS 6%
GENERAL FUND 39%


EXPENDITURES BY FUND TYPE
TOTAL ENTERPRISE FUNDS 42%
TOTAL CAPITAL IMPROV FDS 28%
TOTAL DEBT SERVICE FUNDS 2%
TOTAL SPEC REVENUE FUNDS 0%
GENERAL FUND 24%
TOTAL INTERNAL SERVICE FUNDS 4%

WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

GENERAL FUND

GENERAL FUND SUMMARY

DESCRIPTION:

The General Fund is used to account for the ordinary operations of the Township, which are financed from taxes and other general revenues, which are not accounted for in another fund. The modified accrual basis of accounting is used in the General Fund. That is, expenditures are recorded at the time liabilities are incurred and revenues are recorded when received. However, compensated absences are expended when paid for budgetary purposes. The General Fund budget is a balanced budget, meaning current revenues equal current expenditures, including operating transfers.

OBJECTIVES:

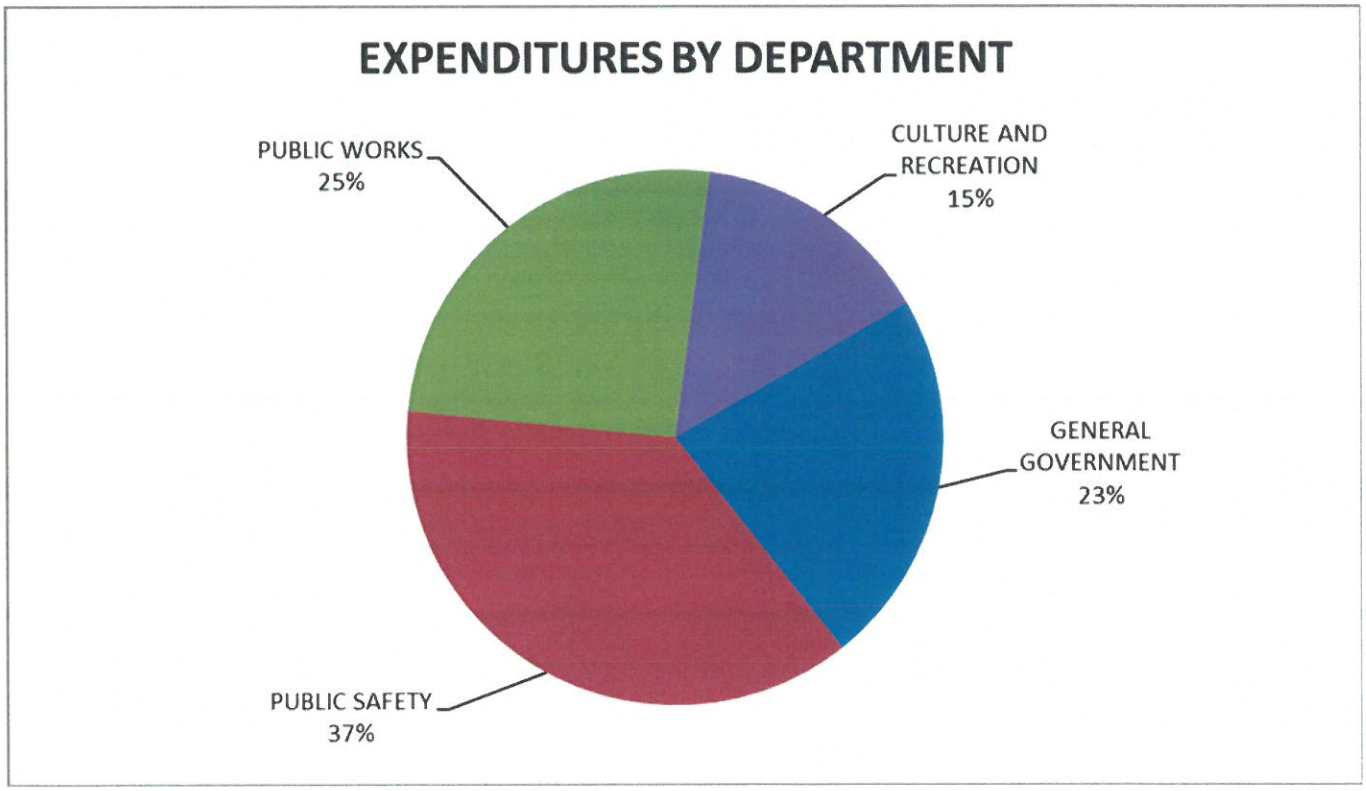
See the individual activities for their goals/objectives.

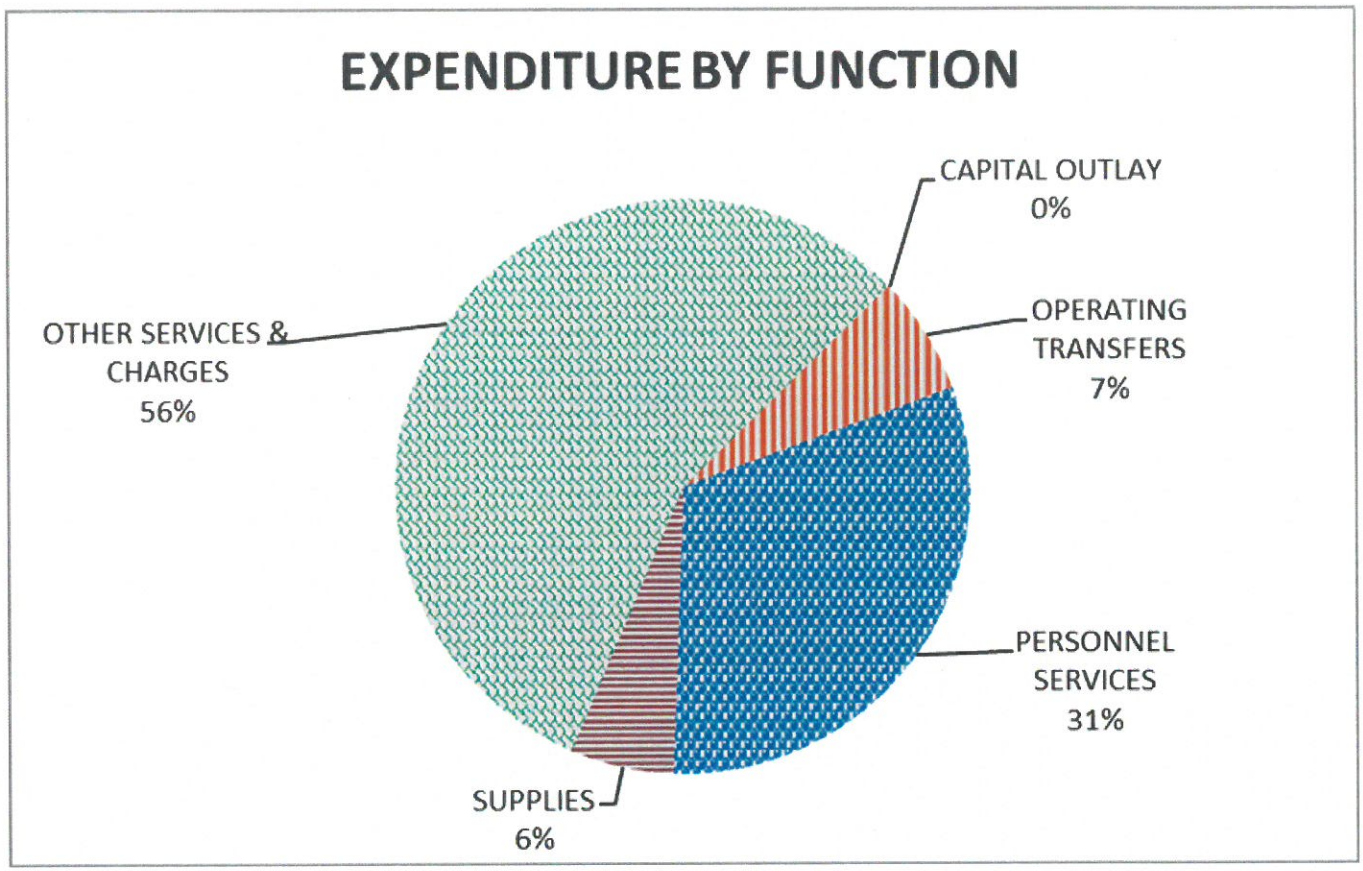
MEASURABLE WORKLOAD DATA:

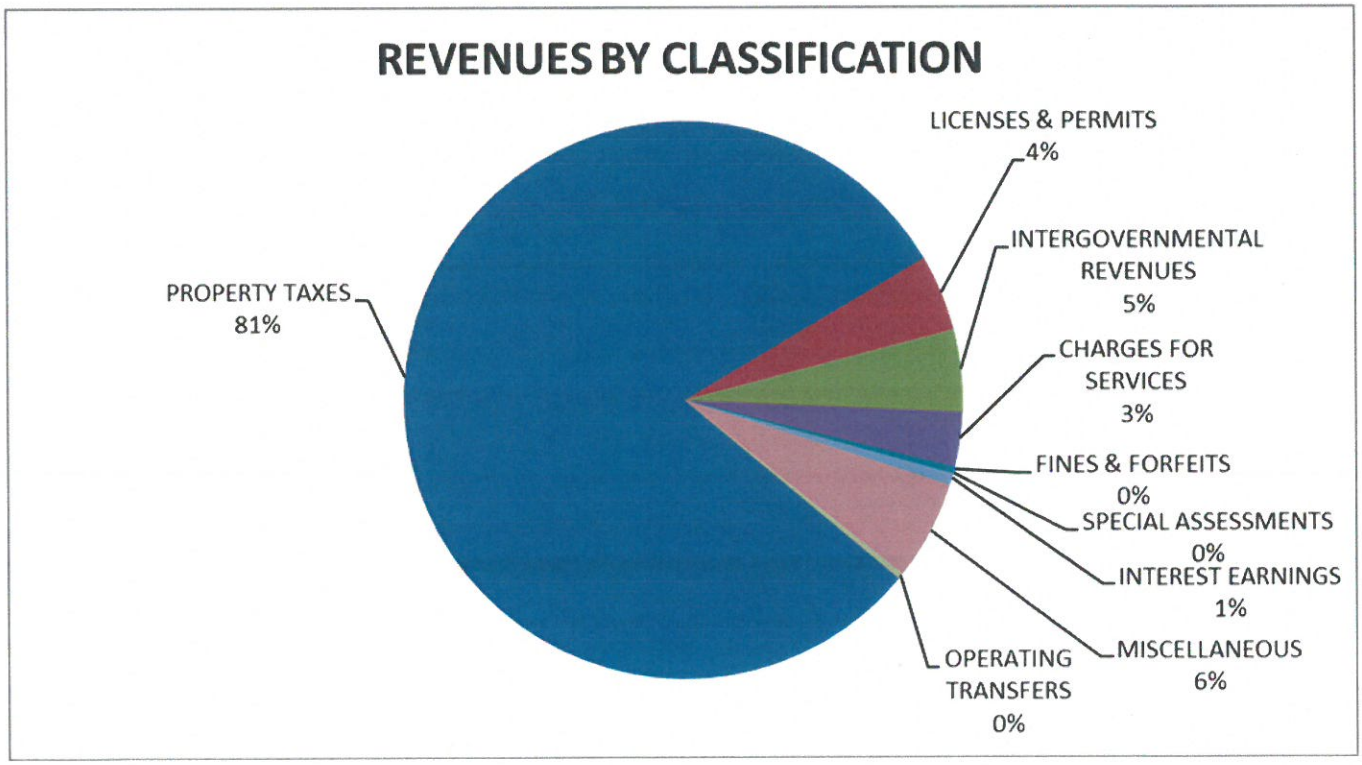
See the individual activities for their measurable workload data.

BUDGET COMMENTARY:

Property taxes are the largest revenue source, with the public safety department as the largest expenditure area planned for 2019. The 2019 General Fund budget of $4,231,356 is a 4.65% increase over the Township's 2018 budget and is a balanced budget (revenues equal expenditures, including operating transfers). The graph and numerical tables below and on the following pages demonstrate the percentage breakdown of budgeted revenues by classification and expenditure by department and by classification.




EXPENDITURE BY FUNCTION
CAPITAL OUTLAY
0%
OPERATING
TRANSFERS
7%
OTHER SERVICES &
CHARGES
56%
PERSONNEL
SERVICES
31%
SUPPLIES
6%


REVENUES BY CLASSIFICATION
LICENSES & PERMITS
4%
INTERGOVERNMENTAL
REVENUES
5%
PROPERTY TAXES
81%
CHARGES FOR
SERVICES
3%
FINES & FORFEITS
0%
SPECIAL ASSESSMENTS
0%
INTEREST EARNINGS
1%
MISCELLANEOUS
6%
OPERATING
TRANSFERS
0%

GENERAL FUND BUDGET SUMMARY BY ACTIVITY							
	2015	2016	2017	2018	2018	2019	%
REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	CHANGE
PROPERTY TAXES	$2,931,245	$2,987,920	$2,989,736	$3,226,691	$3,186,846	$3,403,055	5.47%
LICENSES & PERMITS	232,255	245,409	233,907	184,400	247,214	187,200	1.52%
INTERGOVERNMENTAL REVENUES	204,693	238,038	189,536	197,216	208,983	200,516	1.67%
CHARGES FOR SERVICES	258,291	185,785	175,853	147,490	211,330	135,425	-8.18%
FINES & FORFEITS	16,528	18,324	20,984	16,000	18,830	16,000	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNINGS	25,798	13,683	20,149	30,825	37,969	29,220	-5.21%
MISCELLANEOUS	334,013	186,582	316,613	225,869	242,054	244,940	8.44%
OPERATING TRANSFERS	18,185	17,500	20,801	15,000	15,000	15,000	0.00%
TOTAL REVENUES	$4,021,008	$3,893,241	$3,967,579	$4,043,491	$4,168,226	$4,231,356	4.65%
EXPENDITURES BY DEPARTMENT							
GENERAL GOVERNMENT							
BOARD OF SUPERVISIORS	$38,482	$39,851	$40,636	$44,178	$42,118	$46,814	5.97%
GENERAL GOVERNMENT	282,732	320,540	256,366	298,270	289,051	332,125	11.35%
RECYCLING	17,953	18,785	22,655	27,335	22,370	29,572	8.18%
ELECTIONS	27,480	30,090	29,659	28,755	26,631	28,000	-2.63%
ADMINISTRATION	260,639	280,545	291,380	309,397	301,784	310,209	0.26%
COMMUNITY DEVELOPMENT	192,002	199,093	227,581	220,313	243,857	214,534	-2.62%
TOTAL GENERAL GOVERNMENT	$819,288	$888,904	$868,277	$928,249	$925,811	$961,254	3.56%
PUBLIC SAFETY							
POLICE & ANIMAL CONTROL	922,339	926,588	978,302	1,046,823	980,597	1,078,493	3.03%
FIRE PROTECTION	226,231	227,567	236,896	254,110	254,107	299,000	17.67%
CODE ENFORCEMENT	162,081	169,140	202,760	188,331	197,227	197,294	4.76%
TOTAL PUBLIC SAFETY	$1,310,651	$1,323,295	$1,417,958	$1,489,264	$1,431,931	$1,574,787	5.74%
PUBLIC WORKS							
ROAD & BRIDGE	686,224	918,395	568,574	582,165	528,794	633,734	8.86%
ICE & SNOW	0	0	0	0	0	0	0.00%
PUBLIC WORKS	194,304	207,828	231,523	251,426	269,165	267,693	6.47%
TOWN BUILDINGS	125,864	194,917	145,110	156,913	167,801	178,654	13.86%
TOTAL PUBLIC WORKS	$1,006,392	$1,321,140	$945,207	$990,503	$965,760	$1,080,080	9.04%
CULTURE AND RECREATION							
PARKS & RECREATION	612,133	598,951	556,118	601,475	597,302	578,485	-3.82%
TOWNSHIP DAY FESTIVAL	21,839	18,750	31,477	34,000	29,583	36,750	8.09%
TOTAL CULTURE AND RECREATION	$633,972	$617,701	$587,595	$635,475	$626,885	$615,235	-3.19%
TOTAL GENERAL FUND EXPENDITURE	$3,770,303	$4,151,040	$3,819,037	$4,043,491	$3,950,387	$4,231,356	4.65%
FUND BALANCE - JANUARY 1	$1,784,041	$2,034,746	$1,776,947	$1,925,489	$1,925,489	$2,143,328	
EXCESS REVENUE OVER EXPENDITUR	$250,705	($257,799)	$148,542	($0)	$217,839	($0)	
FUND BALANCE - DECEMBER 31	$2,034,746	$1,776,947	$1,925,489	$1,925,489	$2,143,328	$2,143,328	

GENERAL FUND BY FUNCTION							
REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$2,931,245	$2,987,920	$2,989,736	$3,226,691	$3,186,846	$3,403,055	5.47%
LICENSES & PERMITS	232,255	245,409	233,907	184,400	247,214	187,200	1.52%
INTERGOVERNMENTAL REVENUES	204,693	238,038	189,536	197,216	208,983	200,516	1.67%
CHARGES FOR SERVICES	258,291	185,785	175,853	147,490	211,330	135,425	-8.18%
FINES & FORFEITS	16,528	18,324	20,984	16,000	18,830	16,000	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNINGS	25,798	13,683	20,149	30,825	37,969	29,220	-5.21%
MISCELLANEOUS	334,013	186,582	316,613	225,869	242,054	244,940	8.44%
OPERATING TRANSFERS	18,185	17,500	20,801	15,000	15,000	15,000	0.00%
TOTAL REVENUES	$4,021,008	$3,893,241	$3,967,579	$4,043,491	$4,168,226	$4,231,356	4.65%
EXPENDITURES							
PERSONNEL SERVICES	$1,067,794	$1,139,659	$1,212,085	$1,303,119	$1,249,774	$1,320,254	1.31%
SUPPLIES	163,987	191,018	217,523	216,000	225,691	245,295	13.56%
OTHER SERVICES & CHARGES	1,978,709	2,083,060	2,152,414	2,439,872	2,387,323	2,384,307	-2.28%
CAPITAL OUTLAY	98,044	72,343	75,214	5,500	8,599	0	-100.00%
OPERATING TRANSFERS	461,769	664,960	161,801	79,000	79,000	281,500	256.33%
TOTAL EXPENDITURES	$3,770,303	$4,151,040	$3,819,037	$4,043,491	$3,950,387	$4,231,356	4.65%
FUND BALANCE - JANUARY 1	$1,784,041	$2,034,746	$1,776,947	$1,925,489	$1,925,489	$2,143,328	
EXCESS REVENUE OVER EXPENDITURE	$250,705	($257,799)	$148,542	($0)	$217,839	($0)	
FUND BALANCE - DECEMBER 31	$2,034,746	$1,776,947	$1,925,489	$1,925,489	$2,143,328	$2,143,328	

REVENUES

DEPARTMENT: **General Fund Revenue**
SUPERVISOR: **Finance Officer**
FUND: **101**
ACTIVITY: **0000**

ACTIVITY SCOPE:

To record and maintain all general operating revenues and transfers into the General Fund. These revenues will be used to finance the general operating expenditures of the Township.

OBJECTIVES:

1. Maintain stable, constant revenue sources.

2. Maintain a low tax rate, by reviewing the costs of services provided and charge appropriately.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Tax Rate	22.875%	22.976%	21.568%	21.681%
Market Value Rate	0.0000%	0.00000%	0.0000%	0.0000%
Net Tax Capacity	$11,752,559	$12,393,934	$13,653,601	$14,408,143

BUDGET COMMENTARY:

The Minnesota State property tax system is described in more detail on pages A-5 and H-4 through H-9. The Township's net tax capacity increased to $14,408,143 for taxes payable in 2019, which is due to increases in residential and commercial/industrial values. The Town's tax capacity increased 5.526% over the 2018 tax capacity. The Township's General Fund property tax levy for 2019 will be $3,403,055, which is a 5.47% increase. Because of these two factors, the 2019 tax rate for the Township will be 21.681% compared with 21.568% in 2018.

Construction permit revenues are being increased slightly based on past and current construction activity and an expected stable economy in 2019.

The Animal Control and Rental Dwelling Licenses, which are two year licenses renewable in even calendar years and therefore were renewed in 2018 and will not be in 2019 results in a decrease in these two revenue sources by $19,200.

The Town does receive some state and county aids for recycling, public safety and street maintenance and based on state and county projections, Intergovernmental Revenues for these will increase slightly in 2019.

Charges for Services such as engineering and planning are being decreased slightly based on current new and expected future residential and commercial construction activity.

Revenues for interest earnings and the investment administration charges are adjusted for 2019 based on interest earnings and cash projections as shown on pages H-11 and H-12.

Facility rental fees are for leases the Township has for space on Township property for cable/phone

line equipment, and 50% of the billboard lease revenue totaling $232,790. The increase is due to the inflation clauses of the lease agreements.

The operating transfer is from the Town's EDA Fund to fund the annual Township Day Celebration and payment of half the town hall management expenses.

BUDGET:

	GENERAL FUND	2015	2016	2017	2018	2018	2019	%
ACCOUNT #	REVENUES	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	BUDGET	CHANGE
101-31010	CURRENT AD VALOREM TAXES	$2,517,898	$2,707,036	$2,702,264	$2,944,855	$2,892,984	$3,123,761	6.08%
101-31020	DELINQUENT AD VALOREM TAXES	(4,671)	33,079	13,455	0	6,547	0	0.00%
101-31040	FISCAL DISPARITIES	259,581	245,553	266,957	281,836	260,897	279,294	-0.90%
101-31055	EXCESS INCREMENT	0	0	0	0	24,127	0	0.00%
101-31060	PENALTY & INTEREST - TAXES	158,437	2,252	7,060	0	2,291	0	0.00%
101-32100	BUSINESS LICENSES	10,846	10,370	9,900	10,000	9,585	10,000	0.00%
101-32101	LIQUOR LICENSE	10,325	10,325	15,375	11,500	15,825	11,500	0.00%
101-32102	TOBACCO LICENCES	500	400	400	400	400	400	0.00%
101-32200	CONTRACTOR LICENSES	8,550	8,850	7,605	7,000	8,610	7,000	0.00%
101-32210	BUILDING PERMITS	136,495	122,176	141,959	90,000	122,921	110,000	22.22%
101-32220	RENTAL DWELLING LICENSES	725	22,140	1,275	15,000	23,160	1,000	-93.33%
101-32225	VACANT BUILDING REGISTRATIONS	14,600	8,920	2,200	5,000	4,400	5,000	0.00%
101-32231	METER PERMITS	960	1,350	1,500	1,000	1,860	1,000	0.00%
101-32232	INSIDE WATER PERMIT	8,739	13,401	17,178	9,000	11,218	10,000	11.11%
101-32233	OUTSIDE SEWER/WATER PERMITS	990	1,642	3,130	1,000	1,500	1,000	0.00%
101-32240	GAS/HEATING PERMITS	24,163	20,763	18,472	17,000	21,798	18,000	5.88%
101-32250	ELECTRIC PERMITS	2,449	864	3,128	1,500	2,994	1,500	0.00%
101-32260	ANIMAL CONTROL LICENSES	1,354	8,213	1,124	6,000	8,660	800	-86.67%
101-32270	OTHER PERMITS	11,559	15,995	10,661	10,000	14,283	10,000	0.00%
101-33400	HOMESTEAD CREDIT (HACA/MV)	18	17	15	15	15	15	0.00%
101-33410	SCORE GRANT	28,904	26,889	27,335	27,335	25,078	27,335	0.00%
101-33415	PERA INCREASE AID	4,266	4,266	4,266	4,266	4,266	4,266	0.00%
101-33420	POLICE STATE AID	43,378	32,352	32,352	58,600	48,282	61,900	5.63%
101-33430	COUNTY HIGHWAY AIDS	22,577	25,769	29,111	25,000	25,078	25,000	0.00%
101-33700	CABLE TV FRANCHISE FEES	105,550	148,745	96,457	82,000	106,264	82,000	0.00%
101-34100	SALE OF SUPPLIES	3,636	4,114	2,098	3,000	3,109	3,000	0.00%
101-34110	SPECIAL ASSESSMENT SEARCHES	100	80	120	0	20	0	0.00%
101-34115	FALSE ALARMS	1,050	950	422	0	0	0	0.00%
101-34120	ENGINEERING CHARGES	53,669	40,867	8,506	10,000	41,728	8,000	-20.00%
101-34122	PLANNING CHARGES	31,748	5,979	4,861	5,000	22,229	3,000	-40.00%
101-34123	CHARGES FOR LEGAL FEES	5,366	12,170	2,688	5,000	4,176	2,500	-50.00%
101-34130	ADMINISTRATIVE CHARGES	35,667	49,788	20,133	30,000	41,775	25,000	-16.67%
101-34131	BOND ADMINISTRATIVE CHARGES	41,635	0	0	0	0	0	0.00%
101-34132	INVESTMENT ADMIN FEE	18,315	(13,845)	27,738	22,140	26,492	18,575	-16.10%
101-34140	CONTRACTUAL SERVICES	47,056	49,925	68,080	47,000	43,824	45,000	-4.26%
101-34145	ANIMAL IMPOUND FEES	0	210	274	0	0	0	0.00%
101-34150	SURCHARGE/SAC RETAINAGE	534	554	868	350	793	350	0.00%
101-34200	PLAN CHECK FEES	19,515	34,993	40,065	25,000	27,184	30,000	20.00%
101-35100	TRAFFIC & OTHER FINES	11,618	10,724	12,184	9,000	11,561	9,000	0.00%
101-35150	ADMINISTRATIVE CITATIONS	4,910	7,600	8,800	7,000	7,269	7,000	0.00%
101-36210	INTEREST EARNINGS	25,798	13,683	20,149	30,825	37,969	29,220	-5.21%
101-36230	DONATIONS FROM PRIVATE SOURCES	1,064	1,790	2,376	500	2,337	500	0.00%
101-36400	FACILITY RENTAL FEES	273,023	171,882	272,553	208,719	232,152	232,790	11.53%
101-36401	FACILITY RENTAL FEES - TOWNSHIP DA	2,015	1,345	1,460	1,200	1,655	1,200	0.00%
101-39000	MISCELLANEOUS	55,358	9,884	38,860	15,000	5,496	10,000	-33.33%
101-39001	MISC. - SALE OF RECYCLING	1,848	584	621	450	414	450	0.00%
101-39010	INSURANCE REIMB./DIVIDENDS	705	1,097	743	0	0	0	100.00%
101-39300	TRANSFERS FROM OTHER FDS	18,185	17,500	20,801	15,000	15,000	15,000	0.00%
	TOTAL REVENUES	$4,021,008	$3,893,241	$3,967,579	$4,043,491	$4,168,226	$4,231,356	4.65%

BOARD OF SUPERVISORS

DEPARTMENT: **General Government**
SUPERVISOR: **Board of Supervisors**
FUND: **101**
ACTIVITY: **4110**

ACTIVITY SCOPE:

The Town Board of Supervisors is the Legislative body of the Township and is responsible for formulation of policy, enactment of legislation and directing enforcement of the rules and regulations for the Township. They direct all Township employees, programs, activities, services, and appoint members to Advisory Boards. They also keep current on Federal, State, and local legislative activities and issues. They use this information to incorporate pertinent legislation into the Township, wherever and whenever necessary. The Town Board of Supervisors consists of three members elected from the general public for a four-year term. One supervisor is chosen as the chairperson and presides over the Town Board Meetings. In addition to attending regularly scheduled Town Board meetings, the supervisors serve as advisory members at all advisory board meetings. The Supervisors also represent the Township's interest by serving in other intergovernmental and joint power agencies.

OBJECTIVES:

1. Respond to citizen concerns, suggestions, questions, and complaints in a timely manner.

2. Keep current on legislative issues and incorporate those that directly affect the Township and its residents.

3. Provide strategic direction to the Township organization.

4. Provide policy direction and organization governance through budget, ordinances and other policy decisions.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Resolutions Adopted	35	40	35	35

BUDGET COMMENTARY:

Personnel services reflect the salaries for Town Board members. 78% of the Town Board Supervisor's salaries are charged to the General Fund, 12% to the Water Operating Fund and 10% to the Sewer Operating Fund.

Other expenditures include funds for conference registration fees and miscellaneous Town Board meeting expenses both of which are based on past expenditures.

BUDGET:

ACCOUNT #	BOARD OF SUPERVISORS	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4110-101	SALARIES, FULL TIME - REG	$0	$0	$0	$0	$0	$0	0.00%
101-4110-103	SALARIES, PART-TIME - REG	34,832	35,702	36,594	36,785	37,974	39,024	6.09%
101-4110-121	PERA CONTRIBUTIONS	1,742	1,785	1,830	2,759	1,899	2,927	6.09%
101-4110-122	FICA CONTRIBUTIONS	505	518	530	2,814	551	2,985	6.09%
101-4110-135	HEALTH/DENTAL/LIFE INSURAN	0	0	0	0	0	0	0.00%
101-4110-151	WORKER'S COMPENSATION	130	135	142	150	150	158	5.33%
101-4110-201	PRINTED FORMS & PAPER	0	0	0	0	0	0	0.00%
101-4110-201	MEETING SUPPLIES	0	0	0	0	0	0	0.00%
101-4110-201	MISC OFFICE SUPPLIES	0	0	0	0	0	0	0.00%
101-4110-220	GENL OPERATING SUPPLIES	0	0	0	0	0	0	0.00%
101-4110-308	PROFESSIONAL SERVICES	0	0	0	0	0	0	0.00%
101-4110-331	TRAVEL EXPENSE	0	0	0	0	0	0	0.00%
101-4110-333	CONFERENCE & SCHOOLS	15	0	65	120	0	120	0.00%
101-4110-334	MEETING EXPENSES	1,258	1,711	1,475	1,550	1,544	1,600	3.23%
101-4110-449	MISC OTHER EXPENSE	0	0	0	0	0	0	0.00%
101-4110-520	FURNITURE & FIXTURES	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$38,482	$39,851	$40,636	$44,178	$42,118	$46,814	5.97%

General Government

DEPARTMENT: **General Government**
SUPERVISOR: **Clerk/Treasurer**
FUND: **101**
ACTIVITY: **4130**

ACTIVITY SCOPE:

The General Government Budget provides for funds and support for all of the Township programs and departments of overall nature to Township operations, not specifically mentioned in this written budget report. These programs include legal, Engineering, Prosecution, Auditing services, Insurance and Memberships. The General Government Budget also provides contributions to various community oriented organizations.

OBJECTIVES:

1. Prompt publication of meeting minutes, ordinances, and legal notices.

2. Perform more services in-house to decrease or maintain cost of contracted services.

3. Provide support for agencies, which provide service needs within the Township.

4. Continue to apply and receive GFOA's Certificate of Achievement for Excellence in Financial Reporting for the Township's annual audited financial report, the Distinguished Budget Presentation Award for its annual budget document, and the Outstanding Achievement in Popular Annual Financial Reporting for the Town's popular report.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Audit Costs (All Funds)	$28,950	$29,000	$29,750	$30,705
Received Certificate of Achievement for CAFR	Yes	Yes	Yes	Yes
Received Distinguished Budget Award	Yes	Yes	Yes	Yes
Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	Yes

BUDGET COMMENTARY:

Auditing & Accounting Services increased 3.2% for 2019.

Engineering Services, Legal Fees, Computer, Professional and Contractual Services increased $13,000 to reflect past expenditure levels and contract requests for 2019.

The amounts budgeted for contributions to other organizations are adjusted based on the funding formula and budget requests agreed on by the Township and the organizations.

This activity also includes a budget of $19,250 for miscellaneous expenses for unexpected expenditures, a personnel study/review, and small miscellaneous activities throughout the year.

BUDGET:

ACCOUNT #	GENERAL GOVERNMENT	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4130-101	SALARIES, FULL TIME - REG	$0	$0	$0	$0	$0	$0	0.00%
101-4130-201	MISC OFFICE SUPPLIES	0	0	0	0	0	0	0.00%
101-4130-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4130-301	AUDITING SERVICES	11,585	11,600	11,125	12,000	11,300	11,700	-2.50%
101-4130-303	ENGINEERING SERVICES	41,280	64,643	47,918	45,000	57,291	50,000	11.11%
101-4130-304	LEGAL FEES	39,321	58,455	22,986	50,000	24,888	48,000	-4.00%
101-4130-305	PROSECUTING FEES	36,523	35,879	41,001	40,000	38,804	41,000	2.50%
101-4130-307	COMPUTER SERVICES	19,314	17,554	26,963	20,000	29,361	27,000	35.00%
101-4130-308	OTHER PROFESSIONAL SERVICES	6,636	10,066	4,760	13,000	28,496	15,000	15.38%
101-4130-309	CONTRACTUAL SERVICES	2,078	1,269	2,825	3,500	1,275	3,500	0.00%
101-4130-311	CREDIT CARD FEES	1,255	1,973	4,076	2,200	482	1,500	-31.82%
101-4130-351	LEGAL NOTICES	7,614	7,962	9,252	8,000	3,698	8,000	0.00%
101-4130-355	NEWSLETTER	4,695	4,842	8,010	6,500	7,192	8,000	23.08%
101-4130-361	GENREAL LIABILITY INSURANCE	17,000	17,000	15,500	16,500	16,500	17,000	3.03%
101-4130-362	PUBLIC OFFICIAL'S LIABILITY INSUR.	800	900	800	1,000	1,000	1,100	10.00%
101-4130-364	SELF-INSURANCE - HEALTH	0	0	0	0	0	0	0.00%
101-4130-404	REPAIR/MAINTENANCE - EQUIP.	7,877	2,156	7,526	5,000	12,811	8,500	70.00%
101-4130-405	REPAIR/MAINTENANCE - OTHER	0	0	0	0	0	0	0.00%
101-4130-433	DUES & SUBSCRIPTIONS	15,487	15,473	16,326	16,000	16,483	16,750	4.69%
101-4130-437	NORTHEAST YOUTH & FAMILY SERVICES	27,808	23,744	19,680	20,000	19,956	20,525	2.63%
101-4130-439	TOWN HALL MANAGEMENT	0	0	10,000	10,000	10,000	15,000	50.00%
101-4130-440	W.B.L. CONSERVATION DIST.	18,943	19,550	19,082	19,200	0	19,100	-0.52%
101-4130-441	VADNAIS LK WATER MANAG. ORG.	882	733	934	1,000	1,075	1,200	20.00%
101-4130-449	MISCELLANEOUS EXPENSES	12,050	26,741	(12,398)	9,370	8,439	19,250	105.44%
101-4130-490	OTHER CONTRIBUTIONS	0	0	0	0	0	0	0.00%
101-4130-560	FURNITURE & FIXTURES	0	0	0	0	0	0	0.00%
	OFFICE EQUIPMENT	0	0	0	0	0	0	0.00%
101-4130-720	TRANSFERS OUT	11,584	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$282,732	$320,540	$256,366	$298,270	$289,051	$332,125	11.35%

Recycling

DEPARTMENT: **General Government**
SUPERVISOR: **Planner**
FUND: **101**
ACTIVITY: **4131**

ACTIVITY SCOPE:

The Recycling budget is to encourage Township residents to recycle household waste. Recycling expenditures are paid from a Score Grant from Ramsey County.

OBJECTIVES:

1. Provide information about recycling household waste.

2. Encourage residents to recycle household waste.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Material Recycled (in tons)				
Metals	114.5	103.2	61.89	65.0
Plastic	209.1	130.8	50.64	55.0
Glass	902.5	574.9	236.30	240.0
Paper	1,431.6	1,310.2	776.40	800.0
Total Material Recycled	2,654.7	2,119.0	2,085.0	2,105.0
Spring Clean Up Material Disposal Costs	$11,480.00	$15,306.00	$13,787.00	$15,000.00

BUDGET COMMENTARY:

The majority of the Town's recycling activity is funded through the Town's SCORE Grant.

Personnel Services is for the time spent on this activity by the Town's planner.

Supplies are for printed materials to inform and encourage Township residents about recycling household garbage.

Other Services & Charges include expenditures for recycling services through an outside contractor and holding a Township clean up day in the spring where residents can dispose of their household waste easily.

BUDGET:

ACCOUNT #	RECYCLING	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4131-101	SALARIES, FULL-TIME- REG	$4,871	$4,997	$5,120	$5,310	$5,285	$5,483	3.26%
101-4131-108	SALARIES, EXTRA MEETING PAY	302	323	309	336	327	340	1.19%
101-4131-121	PERA CONTRIBUTIONS	388	399	408	423	421	437	3.13%
101-4131-122	FICA CONTRIBUTIONS	392	406	414	432	414	445	3.13%
101-4131-131	HEALTH INSURANCE CONTR	902	1,099	1,010	1,060	976	1,090	2.83%
101-4131-132	DISABILITY INSURANCE CONTR	24	24	24	40	45	40	0.00%
101-4131-135	HEALTH INS. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4131-151	WORKER'S COMP.	55	57	60	65	65	68	4.62%
101-4131-201	OFFICE SUPPLIES	0	0	0	0	0	0	0.00%
101-4131-220	OPERATING SUPPLIES - OTHER	0	0	0	2,000	1,050	2,000	0.00%
101-4131-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4131-308	PROFESSIONAL SERVICES	0	0	0	869	0	869	0.00%
101-4131-309	CONTRACTUAL SERVICES	11,019	11,480	15,306	16,000	13,787	18,000	12.50%
101-4131-322	POSTAGE	0	0	0	0	0	0	0.00%
101-4131-355	OTHER PRINTING	0	0	0	0	0	0	0.00%
101-4131-449	MISCELLANEOUS EXPENSE	0	0	4	800	0	800	0.00%
101-4131-491	RECYCLING AWARD	0	0	0	0	0	0	0.00%
101-4131-580	OTHER EQUIPMENT	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$17,953	$18,785	$22,655	$27,335	$22,370	$29,572	8.18%

Elections

DEPARTMENT: **General Government**
SUPERVISOR: **Accounting Clerk**
FUND: **101**
ACTIVITY: **4140**

ACTIVITY SCOPE:

The Elections budget funds election activities of the Township, which include maintenance of voting and ballot counting equipment, supplies and administrative services. It is also responsible for the hiring and training of judges for the elections. Beginning in 2013 election services were being provide by the Ramsey County Election Department through a contract with the Township.

OBJECTIVES:

1. Provide in-house training for election judges.

2. Conduct the elections.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
# Of Elections Held	2	0	2	0
# Of Precincts	4	4	4	4

BUDGET COMMENTARY:

The 2019 budget is based on the two-year contract with Ramsey County Elections Department, which was for the years 2019 and 2020.

Contractual Services reflects the Township's contract with Ramsey County Elections Department to operate Township election activities for 2019. This contract results in all other line items decreasing as those items are part of the services being provided by the contract.

Equipment Rental is to charge this activity for use of Town equipment based on the equipment's depreciation schedule.

BUDGET:

ACCOUNT #	ELECTIONS	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4140-101	SALARIES, FULL TIME - REG	$0	$0	$0	$0	$0	$0	0.00%
101-4140-102	SALARIES, FULL TIME - OT	0	0	0	0	0	0	0.00%
101-4140-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4140-104	SALARIES, TEMPORARY - REG	0	0	0	0	0	0	0.00%
101-4140-121	PERA CONTRIBUTIONS	0	0	0	0	0	0	0.00%
101-4140-122	FICA CONTRIBUTIONS	0	0	0	0	0	0	0.00%
101-4140-151	WORKER'S COMP.	0	0	0	0	0	0	0.00%
101-4140-201	OFFICE SUPPLIES	0	0	0	0	0	0	0.00%
101-4140-220	OPERATING SUPPLIES - OTHER	0	83	0	0	0	0	0.00%
101-4140-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4140-304	LEGAL FEES	0	0	0	0	0	0	0.00%
101-4140-309	CONTRACTUAL SERVICES	24,730	26,970	26,904	26,000	23,876	25,000	-3.85%
101-4140-322	POSTAGE	0	0	0	0	0	0	0.00%
101-4140-331	MILEAGE	0	0	0	0	0	0	0.00%
101-4140-351	LEGAL NOTICES	0	282	0	0	0	0	0.00%
101-4140-355	OTHER PRINTING	0	0	0	0	0	0	0.00%
101-4140-404	REPAIR/MAINTENANCE EQUIP.	0	0	0	0	0	0	0.00%
101-4140-415	EQUIPMENT RENTAL	2,750	2,755	2,755	2,755	2,755	3,000	8.89%
101-4140-560	FURNITURE & FIXTURES	0	0	0	0	0	0	0.00%
	OFFICE EQUIPMENT	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$27,480	$30,090	$29,659	$28,755	$26,631	$28,000	-2.63%

Administration

DEPARTMENT: **General Government**
SUPERVISOR: **Clerk/Treasurer**
FUND: **101**
ACTIVITY: **4150**

ACTIVITY DESCRIPTION:

The Administration activity provides the daily administrative services for the management of the Township. This activity also ensures implementation of Town Board policies assists in the provision of efficient and cost effective services and disseminates important and necessary public information. Other responsibilities include the issuance of all licenses and the preparation of the annual budget and other financial information.

OBJECTIVES:

1. Implement the goals, policies, and programs adopted by the Town Board.

2. Provide the Town Board with timely information necessary for effective decision-making.

3. Provide general direction to Township staff.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Population	11,078	11,348	10,951	11,100
F.T.E.	21.30	21.30	21.30	22.30

BUDGET COMMENTARY:

Salaries are budgeted to increase 2.0% as of January 1st and 1.5% July 1st. This increases the PERA and FICA contributions, which are based on percentage of wages. Heath insurance premiums are estimated to increase 3.1%. Personnel services also reflects the hiring of replacements for the Clerk/Treasurer and Accounting Clerk/Administrative Secretary positions at lower costs (no longevity or extra meeting pay)

Equipment rental fee was not changed for 2019, but will need to be increased in the future to move the Township closer to funding the Capital Equipment Fund to 100% of equipment depreciation costs.

Other line items adjusted based on past expenditures.

BUDGET:

ACCOUNT #	ADMINISTRATION	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4150-101	SALARIES, FULL TIME - REG	$157,895	$166,524	$171,130	$178,800	$179,413	$180,925	1.19%
101-4150-102	SALARIES, FULL TIME - OT	0	0	0	0	0	0	0.00%
101-4150-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4150-104	SALARIES, TEMPORARY - REG	635	0	4,995	0	4,087	0	0.00%
101-4150-108	EXTRA MEETING PAY	1,907	2,038	1,953	2,118	2,065	1,254	-40.79%
101-4150-121	PERA CONTRIBUTIONS	11,783	12,377	12,611	13,569	13,340	13,663	0.70%
101-4150-122	FICA CONTRIBUTIONS	11,745	12,357	12,504	13,840	13,736	13,937	0.70%
101-4150-131	HEALTH INSURANCE	24,610	27,293	27,876	32,225	23,585	33,720	4.64%
101-4150-132	DISABILITY INSURANCE	922	905	817	1,420	1,405	1,260	-11.27%
101-4150-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4150-142	UNEMPLOYMENT BENEFITS	0	0	0	0	0	0	0.00%
101-4150-151	WORKER'S COMPENSATION	1,900	1,975	2,075	2,200	2,200	2,275	3.41%
101-4150-201	OFFICE SUPPLIES	(162)	754	(1,203)	1,500	896	1,200	-20.00%
101-4150-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4150-308	PROFESSIONAL SERVICES	13,843	14,798	14,159	14,750	14,111	14,750	0.00%
101-4150-322	POSTAGE	6,840	7,843	5,636	8,500	7,604	8,500	0.00%
101-4150-331	TRAVEL EXPENSE	715	888	472	2,500	482	1,000	-60.00%
101-4150-332	TRAVEL ALLOWANCE	1,281	1,742	1,577	1,800	1,386	400	-77.78%
101-4150-333	CONFERENCE REGISTRATION FEES	5,140	4,946	5,853	4,850	6,324	6,000	23.71%
101-4150-355	PRINTING - OTHER	0	0	0	0	0	0	0.00%
101-4150-370	EMPLOYEE BONDS	800	900	925	925	925	925	0.00%
101-4150-415	EQUIPMENT RENTAL	20,000	25,000	30,000	30,000	30,000	30,000	0.00%
101-4150-434	BOOKS & SUBSCRIPTIONS	785	205	0	400	225	400	0.00%
101-4150-449	MISCELLANEOUS	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$260,639	$280,545	$291,380	$309,397	$301,784	$310,209	0.26%

Community Development

DEPARTMENT: **General Government**
SUPERVISOR: **Planner**
FUND: **101**
ACTIVITY: **4160**

ACTIVITY SCOPE:

This department provides long range planning, day to day coordination, and design and management of programs and plans affecting residential, commercial and industrial development. The activities include, but are not limited to, comprehensive planning, zoning administration, design of trails and bikeways, promotion.

OBJECTIVES:

1. Work with variance board to approve or deny variances on a timely basis.

2. Process all development applications and ordinance amendments on a timely basis.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Planning Commission				
Meetings Attended	9	10	10	10
Variance Applications	6	8	7	7
Development Applications	16	7	5	5

BUDGET COMMENTARY:

The budget includes wage increases effective January 1st of 2.0% and 1.5% on July 1st. PERA and FICA contributions are also affected by increased wages. Health Insurance premiums are increased from the 2018 premiums because of increased premiums. The employees will continue to contribute 25% of the premium. The Township is estimating short and long-term disability insurance to increase 2%.

Professional Services includes funds for possible consultant work on the revision of the Town's Comprehensive Plan.

Other Services & Charges adjusted based on past expenditures and anticipated activity for 2019, including a decrease in professional services due to 2018 and 2017 budgets included funds to revise of the Town's Comprehensive Plan as required by the State and was to be completed and submitted to the State by the end of 2018.

BUDGET:

ACCOUNT #	COMMUNITY DEVELOPMENT	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4160-101	SALARIES, FULL TIME - REG	$135,862	$139,499	$143,977	$143,485	$143,954	$147,260	2.63%
101-4160-102	SALARIES, FULL TIME - OT	0	0	0	0	0	0	0.00%
101-4160-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4160-104	SALARIES, TEMPORARY - REG	0	0	0	0	0	0	0.00%
101-4160-108	EXTRA MEETING PAY	6,934	7,411	7,100	7,699	7,506	4,680	-39.21%
101-4160-121	PERA CONTRIBUTIONS	10,408	10,680	10,943	11,339	11,213	11,396	0.50%
101-4160-122	FICA CONTRIBUTIONS	10,435	10,658	11,013	11,566	11,157	11,623	0.50%
101-4160-131	HEALTH INSURANCE	18,048	20,503	20,235	23,000	20,971	25,455	10.67%
101-4160-132	DISABILITY INSURANCE	780	808	739	1,050	1,476	1,070	1.90%
101-4160-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4160-151	WORKER'S COMPENSATION	1,400	1,455	1,530	1,675	1,675	1,725	2.99%
101-4160-201	OFFICE SUPPLIES	243	150	150	150	150	125	-16.67%
101-4160-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4160-308	PROFESSIONAL SERVICES	1,999	2,400	26,468	14,500	40,169	5,000	-65.52%
101-4160-331	TRAVEL EXPENSE	904	942	480	1,000	680	1,000	0.00%
101-4160-332	TRAVEL ALLOWANCE	1,302	1,320	1,279	1,400	1,352	1,400	0.00%
101-4160-333	CONFERENCE REGISTRATION FEES	885	65	685	450	420	700	55.56%
101-4160-415	EQUIPMENT RENTAL	1,500	1,500	1,700	1,700	1,700	1,700	0.00%
101-4160-433	DUES & SUBSCRIPTIONS	1,302	1,702	1,282	1,300	1,434	1,400	7.69%
101-4160-434	BOOKS/SUBSCRIPTIONS	0	0	0	0	0	0	0.00%
101-4160-560	FURNITURE & FIXTURES	0	0	0	0	0	0	0.00%
101-4160-580	COMPUTER EQUIPMENT	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$192,002	$199,093	$227,581	$220,313	$243,857	$214,534	-2.62%

Police and Animal Control

DEPARTMENT: **Public Safety**
SUPERVISOR: **Clerk/Treasurer**
FUND: **101**
ACTIVITY: **4210**

ACTIVITY scope:

White Bear Township contracts with the Ramsey County Sheriff's Department to provide law enforcement and animal control services for the Township. As part of the contract, they will serve and protect the Township as well as provide public education programs and services to the residents.

OBJECTIVES:

1. Provide effective law enforcement service to the Township.

2. Increase community crime prevention efforts through civilian participation.

3. Provide cost-effective, Township-wide animal safety and control services.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
# Of Crimes Investigated	533	475	463	475
Administrative Citations Collected	$7,600	$8,800	$7,269	$7,000
# Of Neighborhood Watch Groups	25	25	25	25
# Of Animal Impounds	23	17	14	15

BUDGET COMMENTARY:

Supplies budget is for public safety items, which can be handed out at various Township functions and for Nite to Unite activities. False alarm revenues are the funding source for these supplies.

Police Services reflects the Township's 2019 contract cost of $1,064,053 from the Ramsey County Sheriffs Department, which provides police services to the Township. The 2019 contract includes the cost of a power shift patrol deputy, which began in 2013, Township's share of the Countywide dispatch system.

Animal Service – Patrol and Other are based on the estimated service levels and the fees for those services as outlined in the contract between Ramsey County Sheriff's Department and the Township for animal control services.

BUDGET:

ACCOUNT #	POLICE & ANIMAL CONTROL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4210-201	OPERATING SUPPLIES - OTHER	$718	$625	$1,152	$700	$1,648	$1,300	85.71%
101-4210-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4210-308	PROFESSIONAL SERVICES	$1,800	$1,400	$2,520	$1,800	$2,200	$2,000	11.11%
101-4210-309	POLICE SERVICE	919,624	923,436	974,086	1,031,998	975,666	1,064,053	3.11%
101-4210-315	ANIMAL SERVICE - PATROL	0	0	0	11,525	0	10,140	-12.02%
101-4210-316	ANIMAL SERVICE - OTHER	197	1,127	544	800	1,083	1,000	25.00%
	TOTAL EXPENDITURES	$922,339	$926,588	$978,302	$1,046,823	$980,597	$1,078,493	3.03%

Fire Protection

DEPARTMENT: **Public Safety**
SUPERVISOR: **Clerk/Treasurer**
FUND: **101**
ACTIVITY: **4220**

ACTIVITY DESCRIPTION:

The objective of the Fire Protection Department is to provide fire protection and prevention services. White Bear Township entered an agreement with the City of White Bear Lake for such services. The contract also provides for site inspections and enforcement of fire codes through their Fire Marshal. Paramedic and ambulance service is provided by the contract, but the cost of the service is not included in the contract since it is billed as a fee-for-service to the individuals using the service.

OBJECTIVES:

1. Promote public education and information about fire prevention and safety.

2. Reduce property damage and loss due to fire.

3. Provide emergency medical assistance to all residents.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
# Of Fire Alarms	543	493	480	475
Average Response Time	5.5	5.5	5.5	5.0
Total Dollar Loss	$984,320	$996,480	$1,000,000	$1,000,000

Service levels include the Township, the Cities of White Bear Lake, Dellwood, Birchwood and Gem Lake.

BUDGET COMMENTARY:

The Township's contract amount is based on the White Bear Lake Fire Department 2019 budget with an adjustment for 2017 actual expenditures compared to budget and multiplied by the Township's percentage of average population and average market valuation of the area served by the White Bear Lake Fire Department. The 2019 fire department budget includes the hiring full-time firefighters to serve on a duty crew during daytime hours, which will reduce daytime response times.

BUDGET:

ACCOUNT #	FIRE PROTECTION	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4220-309	CONTRACTED SERVICES	$226,231	$227,567	$236,896	$254,110	$254,107	$299,000	17.67%
	TOTAL EXPENDITURES	$226,231	$227,567	$236,896	$254,110	$254,107	$299,000	17.67%

Code Enforcement

DEPARTMENT: **Public Safety**
SUPERVISOR: **Building Inspector**
FUND: **101**
ACTIVITY: **4230**

ACTIVITY SCOPE:

The Code Enforcement Department issues all building and zoning permits for the Township. This department provides for the health, safety and welfare of the Township residents by providing inspection services to ensure that all residential, commercial, and industrial buildings comply with the Uniform Building Code and Township Ordinances.

OBJECTIVES:

1. Continue to provide timely and thorough inspections.

2. Provide inspections of the Township to apprehend illegal construction activities, which are not allowed or for which no permits have been issued.

3. Uniform enforcement of all other ordinances.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Building Permits Issued	568	583	599	600
Building Permit Values	$13,463,456	$16,396,222	$15,115,306	$15,000,000

BUDGET COMMENTARY:

Personnel Services reflects building inspector and administrative secretary time and the increases proposed for salaries, health insurance, and short and long-term disability premium changes as previously discussed.

Supplies and fuel decreased to reflect past costs.

Equipment rental charges are based on the depreciation schedule of the activity assets.

BUDGET:

ACCOUNT #	CODE ENFORCEMENT	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4230-101	SALARIES, FULL TIME - REG	$118,725	$123,827	$132,460	$136,110	$135,648	$140,175	2.99%
101-4230-102	SALARIES, FULL TIME - OT	0	0	44	0	0	0	0.00%
101-4230-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4230-104	SALARIES, TEMPORARY - REG	0	0	0	0	2,866	3,500	0.00%
101-4230-121	PERA CONTRIBUTIONS	8,777	9,158	9,555	10,208	10,553	10,513	2.99%
101-4230-122	FICA CONTRIBUTIONS	8,849	8,978	9,391	10,412	10,120	10,991	5.56%
101-4230-131	HEALTH INSURANCE	15,674	17,642	19,560	18,920	23,814	19,500	3.07%
101-4230-132	DISABILITY INSURANCE	892	1,067	981	1,170	1,417	1,140	-2.56%
101-4230-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4230-142	UNEMPLOYMENT BENEFITS	0	0	0	0	0	0	0.00%
101-4230-151	WORKER'S COMPENSATION	1,000	1,040	1,100	1,210	1,210	1,250	3.31%
101-4230-201	OFFICE SUPPLIES	1,000	576	400	600	600	500	-16.67%
101-4230-212	MOTOR FUELS	1,700	1,500	1,500	1,400	1,400	1,400	0.00%
101-4230-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4230-308	OTHER PROFESSIONAL SERVICES	0	144	1,555	200	0	0	0.00%
101-4230-331	TRAVEL EXPENSE	(95)	0	0	50	67	75	50.00%
101-4230-333	CONFERENCE REGISTRATION FEES	745	1,208	1,592	1,300	2,027	1,500	15.38%
101-4230-415	EQUIPMENT RENTAL	4,000	4,000	6,500	6,500	6,500	6,500	0.00%
101-4230-434	BOOKS/SUBSCRIPTIONS	814	0	0	250	0	250	0.00%
101-4230-455	PRIVATE PROPERTY CLEAN UP	0	0	18,122	0	1,005	0	0.00%
101-4230-560	OFFICE EQUIPMENT	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$162,081	$169,140	$202,760	$188,331	$197,227	$197,294	4.76%

Road and Bridge

DEPARTMENT: **Public Works**
SUPERVISOR: **Public Works Director**
FUND: **101**
ACTIVITY: **4310**

ACTIVITY SCOPE:

The Road and Bridge Department provide residents with safe and accessible transportation routes. This department provides for all maintenance and repair of the Township's roads. Sealcoating and overlay projects are contracted out, as are major street construction projects. Snow removal and street patching is done entirely by the Township staff.

OBJECTIVES:

1. Remove snow as quickly as possible to provide all residents with safe access.

2. Routine maintenance to assure long life of each street.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Miles of Streets	70.50	70.50	70.50	70.50
# Of Snowplowing Events	18	16	12	15
Miles of Street Swept	70.50	70.50	70.50	70.50

BUDGET COMMENTARY:

The budget for wage increases are 2.0% as of January 1st and 1.5% July 1st. Overtime (OT) while budgeted is included with actual full-time salaries when paid.

In 2016, the public works union employees elected to change health insurance providers and plans beginning in 2017. This change reduced premiums for both the employees and employer resulting in a 14% decrease in health insurance costs for 2017; however, in 2018 these costs increase 6% and 0% for 2019.

The budget increases for chemicals and street material reflect the use of more chemical treatment of roads during snow events and the need for more street patching due to aging streets.

Signs, sign repair materials increased to begin replacing Township street signs to meet reflectivity standards and requirements.

Other line items adjusted based on past expenditures.

Equipment rental left at 2017 levels with the goal that the Township will fund the Capital Equipment Fund to 100% of equipment depreciation costs in the future.

The transfer to other funds is to the Capital Improvement Fund to fund a portion of the 2019 sealcoat project.

BUDGET:

ACCOUNT #	ROAD & BRIDGE	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4310-101	SALARIES, FULL TIME - REG	$144,355	$152,518	$167,238	$189,000	$172,341	$195,575	3.48%
101-4310-102	SALARIES, FULL TIME - OT	0	0	0	5,000	0	4,000	-20.00%
101-4310-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4310-104	SALARIES, TEMPORARY - REG	4,929	5,154	5,299	7,500	6,684	4,680	-37.60%
101-4310-121	PERA CONTRIBUTIONS	10,799	11,432	12,558	14,550	12,263	14,968	2.87%
101-4310-122	FICA CONTRIBUTIONS	10,788	11,178	12,666	15,415	12,987	15,626	1.37%
101-4310-131	HEALTH INSURANCE	22,193	26,576	33,003	33,620	31,158	34,450	2.47%
101-4310-132	DISABILITY INSURANCE	1,012	1,077	1,067	1,530	1,562	1,575	2.94%
101-4310-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4310-142	UNEMPLOYMENT BENEFITS	0	0	0	500	0	500	0.00%
101-4310-151	WORKER'S COMPENSATION	16,000	16,625	17,475	19,200	19,200	19,780	3.02%
101-4310-201	OFFICE SUPPLIES	125	100	100	100	115	100	0.00%
101-4310-215	SHOP MATERIALS	0	0	0	0	0	0	0.00%
101-4310-216	CHEMICALS	16,950	49,499	50,273	40,000	24,360	45,000	12.50%
101-4310-220	OPERATING SUPPLIES - OTHER	2,722	1,525	2,562	3,000	3,593	3,800	26.67%
101-4310-224	STREET MAINTENACE MATERIALS	20,919	16,323	36,374	20,000	35,044	23,000	15.00%
101-4310-225	LANDSCAPING MATERIALS	79	509	997	1,000	684	1,000	0.00%
101-4310-226	SIGNS, SIGN REPAIR MATERIALS	2,105	616	11,815	4,000	4,345	28,500	612.50%
101-4310-228	UNIFORM ALLOWANCE	815	1,343	1,231	1,000	1,591	980	-2.00%
101-4310-229	UNIFORM MAINTENANCE	454	693	247	750	710	900	20.00%
101-4310-240	SMALL TOOLS & EQUIPMENT	0	197	92	250	71	250	0.00%
101-4310-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4310-303	PROF SRV - ENGINEERING FEE	21,503	21,576	15,298	20,000	15,983	17,000	-15.00%
101-4310-308	PROFESSIONAL SERVICES	345	1,587	0	1,000	699	800	-20.00%
101-4310-309	CONTRACTED SERVICES	18,666	3,364	19,219	16,000	14,586	32,500	103.13%
101-4310-313	SEALCOATING/ROAD MAINT. REPAIR	0	0	0	0	0	0	0.00%
101-4310-321	TELEPHONE	0	0	0	0	0	0	0.00%
101-4310-331	TRAVEL EXPENSE	50	0	0	450	0	450	0.00%
101-4310-333	CONFERENCE & SCHOOLS	1,207	1,773	1,114	1,800	2,494	1,800	0.00%
101-4310-351	LEGAL NOTICE PUBLICATION	0	0	0	0	0	0	0.00%
101-4310-385	ELECTRICITY - STREET LIGHTS	52,620	56,354	63,521	57,000	44,324	55,000	-3.51%
101-4310-405	REPAIR/MAINTENANCE - OTHER	1,588	2,876	425	5,500	0	5,000	-9.09%
101-4310-415	EQUIPMENT RENTAL	20,000	27,500	45,000	45,000	45,000	45,000	0.00%
101-4310-434	BOOKS/SUBSCRIPTIONS	0	0	0	0	0	0	0.00%
101-4310-510	LAND	0	0	0	0	0	0	0.00%
101-4310-530	IMPROVEMENTS	0	0	0	0	0	0	0.00%
101-4310-540	MOTOR VEHICLES	0	0	0	0	0	0	0.00%
101-4310-560	FURNITURE & FIXTURES	0	0	0	0	0	0	0.00%
101-4310-720	TRANSFERS TO OTHER FUNDS	316,000	508,000	71,000	79,000	79,000	81,500	3.16%
	TOTAL EXPENDITURES	$686,224	$918,395	$568,574	$582,165	$528,794	$633,734	8.86%

Public Works

DEPARTMENT: **Public Works**
SUPERVISOR: **Public Works Director**
FUND: **101**
ACTIVITY: **4320**

ACTIVITY SCOPE:

The Public Works Department is responsible for the maintenance of all Township vehicles and equipment. The Township mechanic does most work in-house with a small portion contracted out. All equipment parts are budgeted here that cannot be charged to a specific department or activity.

OBJECTIVES:

1. Keep all vehicles and equipment functioning safely and efficiently.

2. Routine maintenance to assure long life of the vehicles and equipment.

3. Complete all maintenance tasks in each department on a priority basis.

SERVICE LEVELS:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Vehicles and Heavy Equipment Maintained	27	27	27	27

BUDGET COMMENTARY:

The budget for wage increases are 2.0% as of January 1st and 1.5% July 1st.

In 2016, the public works union employees elected to change health insurance providers and plans beginning in 2017. This change reduced premiums for both the employees and employer resulting in a 15% decrease in health insurance costs for 2017, but for 2018, the premiums are increasing 6% and will remain at 2018 premium rates for 2019.

Conference and schools increased based on 2017 and 2018 actual expenditures.

Other line item budgets adjusted based on past expenditures.

Equipment rental, which is paid to the Capital Equipment Fund for the replacement of equipment used by public works, is funded at 2017 levels.

BUDGET:

ACCOUNT #	PUBLIC WORKS	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4320-101	SALARIES, FULL TIME - REG	$53,373	$54,967	$60,541	$63,800	$62,922	$73,695	15.51%
101-4320-102	SALARIES, FULL TIME - OT	0	0	94	0	0	0	0.00%
101-4320-104	SALARIES, TEMPORARY - REG	0	0	0	0	0	0	0.00%
101-4320-121	PERA CONTRIBUTIONS	4,017	4,127	4,553	4,785	4,697	5,527	15.51%
101-4320-122	FICA CONTRIBUTIONS	3,846	3,842	4,426	4,881	4,553	5,638	15.51%
101-4320-131	HEALTH INSURANCE	9,008	10,665	13,560	12,130	12,833	12,910	6.43%
101-4320-132	DISABILITY INSURANCE	384	440	436	525	621	590	12.38%
101-4320-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4320-151	WORKER'S COMP BENEFIT PAYM	3,050	3,175	3,350	3,680	3,680	3,790	2.99%
101-4320-211	CLEANING SUPPLIES	0	23	152	0	0	0	0.00%
101-4320-212	MOTOR FUELS	10,402	9,959	13,352	21,500	29,424	22,000	2.33%
101-4320-213	LUBRICANTS & ADDITIVES	2,387	1,388	2,251	1,500	2,576	2,500	66.67%
101-4320-215	SHOP MATERIALS	3,723	5,968	972	5,000	3,069	4,500	-10.00%
101-4320-216	CHEMICALS	0	794	0	800	175	500	0.00%
101-4320-220	OPERATING SUPPLIES - OTHER	5,960	5,525	11,860	6,500	11,624	9,000	38.46%
101-4320-221	EQUIPMENT REPAIR PARTS	26,838	27,384	18,153	35,000	19,770	30,000	-14.29%
101-4320-228	UNIFORM ALLOWANCE	200	559	516	500	663	343	-31.40%
101-4320-229	UNIFORM MAINTENANCE	176	289	159	275	337	300	9.09%
101-4320-240	SMALL TOOLS & EQUIPMENT	166	1,141	5,532	2,000	6,286	4,000	100.00%
101-4320-250	SALES TAX	1,660	9,732	16	0	368	0	0.00%
101-4320-308	PROFESSIONAL SERVICES	5,274	1,144	1,112	4,000	4,239	4,000	0.00%
101-4320-309	CONTRACTED SERVICES	2,012	1,896	1,878	2,000	1,337	2,000	0.00%
101-4320-331	TRAVEL EXPENSES	1,256	256	0	300	133	300	0.00%
101-4320-333	CONFERENCE & SCHOOLS	1,645	1,822	5,525	1,800	4,852	6,000	233.33%
101-4320-363	AUTOMOTIVE INSURANCE	12,000	12,000	11,650	12,500	12,500	13,000	4.00%
101-4320-404	REPAIR & MTC - EQUIPMENT	25,072	22,008	17,483	21,000	36,197	19,600	-6.67%
101-4320-405	REPAIR & MTC - OTHER	1,292	1,325	7,266	1,200	1,309	2,000	66.67%
101-4320-415	EQUIPMENT RENTAL	20,000	27,000	46,686	45,000	45,000	45,000	0.00%
101-4320-434	BOOKS/SUBSCRIPTIONS	563	399	0	750	0	500	-33.33%
101-4320-530	IMPROVEMENTS	0	0	0	0	0	0	0.00%
101-4320-540	HEAVY MACHINERY/EQUIPMENT	0	0	0	0	0	0	0.00%
101-4320-580	OTHER EQUIPMENT	0	0	0	0	0	0	0.00%
101-4320-720	TRANSFERS TO OTHER FUNDS	0	0	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$194,304	$207,828	$231,523	$251,426	$269,165	$267,693	6.47%

Town Buildings

DEPARTMENT: **Public Works**
SUPERVISOR: **Public Works Director**
FUND: **101**
ACTIVITY: **4330**

ACTIVITY SCOPE:

The Town Buildings Budget provides for the safe and efficient operation and maintenance of the Town Hall, Administrative Building, Heritage Hall, and the Public Works Facility. A contracted business provides janitorial services to the Administrative and Public Works buildings. The Public Works employees provide minor electrical, plumbing and carpentry services to the facilities. They also provide lawn maintenance and snow and ice removal from the parking lots and walkways at all sites. All major site improvements are contracted out.

OBJECTIVES:

1. Continue to operate all Township Buildings in an efficient, mechanically sound manner and to maintain cleanliness in all buildings.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ESTIMATED	2019 ESTIMATED
Times Buildings Cleaned	100	104	104	104

BUDGET SUMMARY:

The budget for wage increases are 2.0% as of January 1st and 1.5% July 1st. In addition, more of public works time has been allocated to this activity base on past years' time spent on this activity.

In 2016, the public works union employees elected to change health insurance providers and plans beginning in 2017. Premiums for health insurance will not increase for 2019.

All other line items adjusted based on past expenditures.

BUDGET:

ACCOUNT #	TOWN BUILDINGS	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4330-101	SALARIES, FULL TIME - REG	$11,659	$12,406	$13,653	$14,410	$14,044	$30,695	113.01%
101-4330-102	SALARIES, FULL TIME - OT	0	0	28	75	0	75	0.00%
101-4330-104	SALARIES, TEMPORARY - REG	429	1,288	548	1,875	475	0	-100.00%
101-4330-121	PERA CONTRIBUTIONS	877	931	1,027	1,086	1,002	2,308	112.43%
101-4330-122	FICA CONTRIBUTIONS	878	977	1,045	1,252	1,039	2,354	88.08%
101-4330-131	HEALTH INSURANCE	1,887	2,260	2,767	2,560	2,567	5,265	105.66%
101-4330-132	DISABILITY INSURANCE	82	88	87	120	128	245	104.17%
101-4330-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4330-142	UNEMPLOYMENT BENEFITS	0	0	0	0	0	0	0.00%
101-4330-151	WORKER'S COMPENSATION	800	830	875	960	960	1,000	4.17%
101-4330-211	CLEANING SUPPLIES	0	0	0	0	0	0	0.00%
101-4330-215	SHOP MATERIALS	0	0	0	0	0	0	0.00%
101-4330-216	CHEMICALS	147	170	95	800	0	300	-62.50%
101-4330-220	OPERATING SUPPLIES - OTHER	6,003	7,569	6,231	5,000	2,639	4,250	-15.00%
101-4330-223	BUILDING MATERIALS	191	0	1,688	200	420	800	300.00%
101-4330-228	UNIFORM ALLOWANCE	68	112	103	100	133	137	37.00%
101-4330-229	UNIFORM MAINTENANCE	38	58	21	75	57	75	0.00%
101-4330-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4330-308	PROFESSIONAL SERVICES	3,109	1,787	1,275	3,250	2,310	2,000	-38.46%
101-4330-309	CONTRACTED SERVICES	9,967	13,460	21,288	18,000	21,362	20,500	13.89%
101-4330-317	BUILDING INSPECTIONS	0	0	0	0		0	0.00%
101-4330-318	SECURITY MONITORING FEES	2,458	1,494	1,879	2,800	3,000	2,050	-26.79%
101-4330-320	TELEPHONE	9,810	10,893	12,039	12,250	12,172	12,500	2.04%
101-4330-331	TRAVEL EXPENSES	0	0	0	0	0	0	0.00%
101-4330-333	REGISTRATION & CONFERENCE FEE	55	54	0	100	0	100	0.00%
101-4330-381	ELECTRICITY	13,851	16,621	14,813	17,000	19,049	18,500	8.82%
101-4330-382	GAS	7,575	7,775	6,412	9,000	9,881	9,500	5.56%
101-4330-384	HERITAGE HALL	3,330	4,505	3,673	4,500	3,169	4,500	0.00%
101-4330-386	WATER/SEWER UTILITIES	1,735	1,845	1,452	2,500	4,398	3,500	40.00%
101-4330-401	REPAIR MAINTENANCE - BLDG.	8,587	11,171	9,917	10,000	25,674	11,000	10.00%
101-4330-404	REPAIR MAINTENANCE - EQUIP.	3,432	7,687	2,667	8,000	4,933	6,000	-25.00%
101-4330-405	REPAIR MAINTENANCE - OTHER	4,896	1,025	4,527	4,000	1,389	4,000	0.00%
101-4330-411	FACILITY RENTAL	26,500	26,500	26,500	26,500	26,500	26,500	0.00%
101-4330-415	EQUIPMENT RENTAL	7,500	9,000	10,500	10,500	10,500	10,500	0.00%
101-4330-520	BUILDING IMPROVEMENT	0	3,890	0	0	0	0	0.00%
101-4330-530	OTHER IMPROVEMENTS	0	521	0	0	0	0	0.00%
101-4330-720	TRANSFERS TO OTHER FUNDS	0	50,000	0	0	0	0	0.00%
	TOTAL EXPENDITURES	$125,864	$194,917	$145,110	$156,913	$167,801	$178,654	13.86%

Parks and Recreation

DEPARTMENT: **Public Works**
SUPERVISOR: **Public Works Director**
FUND: **101**
ACTIVITY: **4410**

ACTIVITY SCOPE:

This department provides for all maintenance and upkeep of the Township's parks system. Township personnel perform all labor and provide the equipment for maintenance. Bellaire Park and Beach are open to the public. The area Y.M.C.A. provides the lifeguards through a contract with the Township.

OBJECTIVES:

1. Routine maintenance of Township parks.

2. Annually trim park trees.

3. Maintain Bellaire Beach as to attract more use.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ESTIMATED	2019 ESTIMATED
Acres of Parks	191.65	191.65	191.65	191.65
# Of Parks	25	25	25	25

BUDGET COMMENTARY:

The budget for wage increases are 2.0% as of January 1st and 1.5% July 1st. .

In 2016, the public works union employees elected to change health insurance providers and plans beginning in 2017. This change reduced premiums for both the employees and employer resulting in a 15% decrease in health insurance costs for 2017; however, premiums did increase 6.0% in 2018. There is no increase planned for 2019.

Other line items adjusted based on past expenditures.

In the past, park improvements for playground replacements and other park facility improvements were included in the Park and Recreation budget. This is was replaced by a park equipment rental charge in 2018, which funded the Park Improvement Fund and in 2019 is show as a transfer to other funds (transferred to the Park Improvement Fund) for the park improvements.

The past transfers to other funds were to the Park Acquisition Fund and Community Park Improvement Fund for future park development based on the Town's fund balance policies.

BUDGET:

ACCOUNT #	PARKS & RECREATION	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4410-101	SALARIES, FULL TIME - REG	$113,559	$128,704	$133,633	$147,100	$137,757	$115,720	-21.33%
101-4410-102	SALARIES, FULL TIME - OT	0	0	95	0	0	0	0.00%
101-4410-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4410-104	SALARIES, TEMPORARY - REG	15,051	16,934	15,085	24,375	16,848	28,800	18.15%
101-4410-121	PERA CONTRIBUTIONS	8,545	9,661	10,009	11,033	9,994	8,679	-21.33%
101-4410-122	FICA CONTRIBUTIONS	9,355	10,401	10,909	13,118	12,248	11,056	-15.72%
101-4410-131	HEALTH INSURANCE	19,779	23,587	28,486	26,755	26,025	20,350	-23.94%
101-4410-132	DISABILITY INSURANCE	815	901	892	1,195	1,268	940	-21.34%
101-4410-135	HEALTH INSUR. CASH CREDIT	0	0	0	0	0	0	0.00%
101-4410-142	UNEMPLOYMENT BENEFITS	0	0	0	500	0	500	0.00%
101-4410-151	WORKER'S COMPENSATION	7,000	7,275	7,650	8,400	8,400	8,655	3.04%
101-4410-211	CLEANING SUPPLIES	0	0	0	0	0	0	0.00%
101-4410-212	MOTOR FUELS	912	918	0	900	995	900	0.00%
101-4410-216	CHEMICALS	6,269	8,201	7,560	12,000	8,166	9,000	-25.00%
101-4410-220	OPERATING SUPPLIES - OTHER	2,081	5,103	4,696	3,500	3,231	3,500	0.00%
101-4410-221	EQUIPMENT REPAIR PARTS	12,316	16,040	11,007	12,800	11,772	12,000	-6.25%
101-4410-225	LANDSCAPING MATERIALS	27,371	10,301	22,249	24,000	42,498	25,000	4.17%
101-4410-226	SIGNS, SIGN REPAIR MATERIALS	6,919	3,245	3,862	4,500	3,457	4,500	0.00%
101-4410-228	UNIFORM ALLOWANCE	693	1,149	1,044	1,000	1,208	535	-46.50%
101-4410-229	UNIFORM MAINTENANCE	397	607	214	600	566	600	0.00%
101-4410-240	TOOLS	0	288	0	0	0	0	0.00%
101-4410-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4410-308	PROFESSIONAL SERVICES	7,490	8,057	8,200	8,500	20,931	7,000	-17.65%
101-4410-309	CONTRACTUAL SERVICES	10,453	31,567	24,568	27,500	23,695	30,000	9.09%
101-4410-311	BELLAIRE BEACH OPERATIONS	16,968	21,289	22,373	21,000	20,701	22,000	4.76%
101-4410-321	TELEPHONE	0	0	0	0	0	0	0.00%
101-4410-331	TRAVEL EXPENSE	0	82	0	300	0	150	-50.00%
101-4410-333	CONFERENCE REGISTRATION FEES	1,847	742	1,130	2,500	897	2,000	-20.00%
101-4410-381	ELECTRICITY	9,069	9,377	6,348	10,500	6,486	9,500	-9.52%
101-4410-386	WATER/SEWER UTILITIES	5,368	4,692	15,074	5,500	16,025	16,500	200.00%
101-4410-404	REPAIR/MAINTENANCE - EQUIP.	3,285	2,380	862	5,000	4,545	5,000	0.00%
101-4410-405	REPAIR/MAINTENANCE - OTHER	64,317	65,453	9,851	17,000	5,207	25,500	50.00%
101-4410-415	EQUIPMENT RENTAL	30,000	37,000	45,107	0	0	10,000	100.00%
101-4410-416	PARK EQUIPMENT RENTAL	0	0	0	206,300	206,788	0	-100.00%
101-4410-434	BOOKS & SUBSCRIPTIONS	45	105	0	100	0	100	0.00%
101-4410-530	IMPROVEMENTS	92,951	67,932	75,214	5,500	7,594	0	-100.00%
101-4410-540	HEAVY MACHINERY/EQUIPMENT	5,093	0	0	0	0	0	0.00%
101-4410-580	OTHER EQUIPMENT	0	0	0	0	0	0	0.00%
101-4410-720	TRANSFER TO OTHER FUNDS	134,185	106,960	90,000	0	0	200,000	0.00%
	TOTAL EXPENDITURES	$612,133	$598,951	$556,118	$601,475	$597,302	$578,485	-3.82%

TOWNSHIP DAY FESTIVAL

DEPARTMENT: **Township Day Festival**
SUPERVISOR: **Planner**
FUND #: **101**
ACTIVITY #: **4411**

ACTIVITY SCOPE:

The purpose of the Township Day Festival Fund is to fund the annual festival celebrating the Township. The late afternoon/evening event is funded from donations, rental fees paid by vendors, and an operating transfer from the Economic Development Fund. Events include entertainment, kid activities/rides, and fireworks displays.

OBJECTIVES:

1. Continue event growth.

2. Provide a gathering, fun, and activity-filled event for all ages.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2018 ESTIMATED
Fireworks Show	Yes	Yes	Yes	Yes
Bands Performing	3	2	3	2
Donations Received	$1,790	$2,376	$2,337	$2,000
Movies Shown	1	4	4	4

BUDGET COMMENTARY:

Expenditures are to vendors supplying activities to those in attendance, performers and the fireworks display. In addition, there is some funds budgeted to promote/advertise the event.

A new expenditure in 2017 is the rental of movies and a movie screen to show movies in the park during the summer months. This is planned to continue into the future.

BUDGET:

ACCOUNT #	TOWNSHIP DAY FESTIVAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
101-4411-101	SALARIES, FULL TIME - REG	$0	$0	$0	$0	$0	$0	0.00%
101-4411-102	SALARIES, FULL TIME - OT	0	0	0	0	0	0	0.00%
101-4411-103	SALARIES, PART-TIME - REG	0	0	0	0	0	0	0.00%
101-4411-104	SALARIES, TEMPORARY - REG	0	0	0	0	0	0	0.00%
101-4411-121	PERA CONTRIBUTIONS	0	0	0	0	0	0	0.00%
101-4411-122	FICA CONTRIBUTIONS	0	0	0	0	0	0	0.00%
101-4411-131	HEALTH/DENTAL/LIFE INSURAN	0	0	0	0	0	0	0.00%
101-4411-142	U. C. BENEFIT PAYMENTS	0	0	0	0	0	0	0.00%
101-4411-151	WORKER'S COMP BENEFIT PAYM	0	0	0	0	0	0	0.00%
101-4411-220	OPERATING SUPPLIES - OTHER	1,402	2	100	1,000	0	500	-50.00%
101-4411-250	SALES TAX	0	0	0	0	0	0	0.00%
101-4411-308	PROFESSIONAL SERVICES	19,657	18,336	30,576	23,000	22,024	27,000	17.39%
	MOVIE IN THE PARK SERIES	0	0	0	7,000	4,519	5,750	100.00%
101-4411-331	TRAVEL EXPENSE	0	0	0	0	0	0	0.00%
101-4411-355	ADVERTISING	780	412	0	2,000	2,607	2,500	25.00%
101-4411-449	MISCELLANEOUS	0	0	0	1,000	433	1,000	0.00%
101-4411-530	IMPROVEMENTS	0	0	0	0	0	0	0.00%
101-4411-540	HEAVY MACHINERY	0	0	0	0	0	0	0.00%
101-4411-720	TRANSFERS TO OTHER FUNDS	0	0	801	0	0	0	0.00%
	TOTAL EXPENDITURES	$21,839	$18,750	$31,477	$34,000	$29,583	$36,750	8.09%

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DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

DESCRIPTION:

The Debt Service Funds repay the Township's outstanding debt obligations. Debt service funds use the modified accrual basis of accounting; however, the cash basis of accounting will be used for budgetary purposes only. The cash basis is used for budgeting to ensure that sufficient cash will be available to make required payments on the Township's bonded indebtedness. The Township's schedule of bond payable as of 12/31/18 is on page D-18.

OBJECTIVES:

1. Retire all debt in a timely basis as scheduled.

2. Maintain or improve a bond rating of Aa2.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2018 ESTIMATED
Bond Rating	Aa2	Aa2	Aa2	Aa2
Dec. 31 Debt Outstanding (In thousands)	$3,375	$2,290	$1,640	$960
Net Debt Per Capita	$305	$206	$150	$88

BOND RATINGS:

Bonds issued by the Township are assigned ratings by Moody's Investor Services. Currently the Town is assigned an Aa2 rating by Moody's Investor Service, because of a stable and diversification of the Town's economy and tax base, moderate debt burden and strong financial position. The Township's last bond rating review was complete September 14, 2011 by Moody's Investor Services.

DEBT LIMITATIONS:

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

Legal Debt Limit (3% of Estimated Market Value)	$44,780,376
Less: Outstanding Debt Subject to Limit	(0)
Legal Debt Margin as of January 1, 2019	$44,780,376

BUDGET COMMENTARY:

The Township's debt consists of special assessment bonds for improvement projects and tax increment bonds, which the proceeds were used to provide incentives for redevelopment of properties within the Township.

The Township issued $3,790,000 in debt in 2011 to fund its 2010 street reconstruction project and to refinance the 2001C Tax Increment Bonds and the 2001B Water Revenue bonds. The Township has not issued any new debt since 2011 and at the time the budget was approved has no plans to issue any new debt in 2019. However, there is a possibility of a large street reconstruction project in 2019 or 2020 and when that project takes place the Town will need to finance the project with debt.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$64,386	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	243,906	198,866	185,363	128,400	132,612	128,400	0.00%
INTEREST EARNING	3,089	8,622	20,374	15,975	16,989	12,770	-20.06%
MISCELLANEOUS	0	0	0	0	0	0	0.00%
OPERATING TRANSFERS	888,425	151,562	609,749	84,273	84,273	97,375	15.55%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$1,199,806	$359,050	$815,486	$228,648	$233,874	$238,545	4.33%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
DEBT SERVICE	1,575,822	423,616	760,082	340,351	340,995	339,154	-0.35%
OPERATING TRANSFERS	117,021	0	176,488	0	3,588	0	0.00%
TOTAL EXPENDITURES	$1,692,843	$423,616	$936,570	$340,351	$344,583	$339,154	-0.35%
FUND BALANCE - JANUARY 1	$1,438,176	$945,139	$880,573	$759,489	$759,489	$648,780	
EXCESS REVENUE OVER EXPENDITURE	($493,037)	($64,566)	($121,084)	($111,703)	($110,709)	($100,609)	
FUND BALANCE - DECEMBER 31	$945,139	$880,573	$759,489	$647,786	$648,780	$548,171	

SPECIAL ASSESSMENT BOND PROJECTIONS:

Upon completion of the Township's annual audit, Township staff projects current and future fund balances of the Township's special assessment bond funds based on current fund balances, outstanding special assessments, future interest earnings (projected at 2%) and bond payments. The projections below were completed after the Township's 2017 audit and updated for special assessments levied in 2018. All current bonds issued will be retired in 2022.

Year	Beginning Balance	Revenue Projections	Expenditure Projections	Ending Balance
2018	759,489	233,874	344,583	648,780
2019	648,780	238,545	339,154	548,171
2020	548,171	165,900	275,423	438,648
2021	438,648	45,275	175,697	308,226
2022	308,226	6,266	314,492	00

2011C TAX IMCREMENT BOND FUND

DEPARTMENT: **2011C Tax Increment Bond**
SUPERVISOR: **Finance Officer**
FUND #: **386**
ACTIVITY #: **4700**

ACTIVITY SCOPE:

The 2011C Tax Increment Bond refunded the Township's 2001C Tax Increment Bonds, which were issued to finance a portion of the infrastructure improvements for Tax Increment District 1-14 (Comtal).

OBJECTIVES:

1. Pay debt payments on a timely basis as scheduled.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATE
Bond Principal Retired	$80,000	$85,000	$85,000	$90,000
Bond Interest Paid	$6,550	$5,513	$4,238	$2,700
Special Assessments Collected	$4,841	$0.00	$0.00	$0.00
Operating Transfers	$72,725	$73,150	$84,273	$97,375

BUDGET COMMENTARY:

This fund in the past, received its revenue from special assessments on Tax Increment District 1-14 and now just from transfers from other funds and interest earnings.

The proceeds from the 2011C Tax Increment Bonds were used to refund the Township's 2001C Tax Increment Bonds, which was issued to finance a portion of the infrastructure improvements for Tax Increment District 1-14.

The only expenditures are for the annual debt service payments on the debt.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	$0	$0	$0	$0	$0	$0	0.00%
INTERGOVERNMENTAL REVENUES	$0	$0	$0	$0	$0	$0	0.00%
CHARGES FOR SERVICES	$0	$0	$0	$0	$0	$0	0.00%
FINES & FORFEITS	$0	$0	$0	$0	$0	$0	0.00%
SPECIAL ASSESSMENTS	$5,158	$4,841	$0	$0	$0	$0	0.00%
INTEREST EARNING	$2,017	$1,488	$4,506	$2,900	$2,969	$2,085	-28.10%
MISCELLANEOUS	$0	$0	$0	$0	$0	$0	0.00%
OPERATING TRANSFERS	$72,350	$72,725	$73,150	$84,273	$84,273	$97,375	15.55%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$79,525	$79,054	$77,656	$87,173	$87,242	$99,460	14.09%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
DEBT SERVICE	82,775	87,400	91,363	89,688	90,360	93,550	4.31%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$82,775	$87,400	$91,363	$89,688	$90,360	$93,550	4.31%
FUND BALANCE - JANUARY 1	$142,047	$138,797	$130,451	$116,744	$116,744	$113,626	
EXCESS REVENUE OVER EXPENDITURE	($3,250)	($8,346)	($13,707)	($2,515)	($3,118)	$5,910	
FUND BALANCE - DECEMBER 31	$138,797	$130,451	$116,744	$114,229	$113,626	$119,536	

DEBT PAYMENT SCHEDULE:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	$265,000.00	$85,000.00	$4,237.50
2019	$180,000.00	$90,000.00	$2,700.00
2020	$90,000.00	$90,000.00	$900.00

2005B TAX IMCREMENT BOND FUND

DEPARTMENT: **2005B Tax Increment Bond**
SUPERVISOR: **Finance Officer**
FUND #: **387**
ACTIVITY #: **4700**

ACTIVITY SCOPE:

The 2005B Tax Increment Bonds financed a portion of land acquisition costs for Tax Increment District 1-15 (Birch Lake Villas).

OBJECTIVES:

1. Pay debt payments on a timely basis as scheduled.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATE
Bond Principal Retired	$45,000	$400,000	$0.00	$0.00
Bond Interest Paid	$21,962	$10,419	$0.00	$0.00
Operating Transfers	$78,837	$536,599	$0.00	$0.00

BUDGET COMMENTARY:

This bond was retired in 2017 and also the fund closed out in 2017 and is being shown only because of the activity in the fund in 2018 and prior.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNING	473	883	4,531	0	81	0	0.00%
MISCELLANEOUS	0	0	0	0	0	0	0.00%
OPERATING TRANSFERS	22,098	78,837	536,599	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$22,571	$79,720	$541,130	$0	$81	$0	0.00%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
DEBT SERVICE	33,763	67,888	411,169	0	0	0	0.00%
OPERATING TRANSFERS	0	0	176,488	0	3,588	0	0.00%
TOTAL EXPENDITURES	$33,763	$67,888	$587,657	$0	$3,588	$0	0.00%
FUND BALANCE - JANUARY 1	$49,394	$38,202	$50,034	$3,507	$3,507	$0	
EXCESS REVENUE OVER EXPENDITURE	($11,192)	$11,832	($46,527)	$0	($3,507)	$0	
FUND BALANCE - DECEMBER 31	$38,202	$50,034	$3,507	$3,507	$0	$0	

DEBT PAYMENT SCHEDULE:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	N/A	N/A	N/A

2008A IMPROVEMENT/UTILITY BOND FUND

DEPARTMENT: **2008A Improvement/Utility Bond**
SUPERVISOR: **Finance Officer**
FUND #: **388**
ACTIVITY #: **4700**

ACTIVITY SCOPE:

The 2008A Improvement/Utility Bond was issued to finance various infrastructure improvements including street, water, sanitary sewer, and storm water improvements. However, this fund will record revenue and expenditures related to the street improvement portion only with the other improvements being maintained in the various enterprise funds.

OBJECTIVES:

1. Pay debt payments on a timely basis as scheduled.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATE
Bond Principal Retired	$49,244	$50,191	$52,085	$56,820
Bond Interest Paid	$7,349	$5,360	$3,315	$1,136
Special Assessments Collected	$20,981	$17,324	$14,867	$16,400

BUDGET COMMENTARY:

This fund will receive its revenue from special assessments levied against the benefited properties.

The proceeds from the 2008A Improvement/Utility Bond were used to finance various infrastructure improvements including street, water, sanitary sewer, and storm water improvements.

The only expenditures are for the annual debt service payments on the debt.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	27,704	20,981	17,324	16,400	14,867	16,400	0.00%
INTEREST EARNING	1,533	785	257	2,275	897	900	-60.44%
MISCELLANEOUS	0	0	0	0	0	0	0.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$29,237	$21,766	$17,581	$18,675	$15,764	$17,300	-7.36%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
DEBT SERVICE	55,770	59,030	55,657	55,550	55,400	58,106	4.60%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$55,770	$59,030	$55,657	$55,550	$55,400	$58,106	4.60%
FUND BALANCE - JANUARY 1	$180,340	$153,807	$116,543	$78,467	$78,467	$38,831	
EXCESS REVENUE OVER EXPENDITURE	($26,533)	($37,264)	($38,076)	($36,875)	($39,636)	($40,806)	
FUND BALANCE - DECEMBER 31	$153,807	$116,543	$78,467	$41,592	$38,831	($1,975)	

DEBT PAYMENT SCHEDULE:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	$108,905.00	$52,085.00	$3,314.50
2019	$56,820.00	$56,820.00	$1,136.40

2011A IMPROVEMENT BOND FUND

DEPARTMENT: **2011A Improvement Bond**
SUPERVISOR: **Finance Officer**
FUND #: **389**
ACTIVITY #: **4700**

ACTIVITY SCOPE:

The 2011A Improvement Bond was issued to finance various infrastructure improvements.

OBJECTIVES:

1. Pay debt payments on a timely basis as scheduled.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2018 ESTIMATE
Bond Principal Retired	$190,000	$185,000	$180,000	$175,000
Bond Interest Paid	$18,310	$16,391	$14,113	$111,498
Special Assessments Collected	$173,044	$168,039	$117,745	$112,000

BUDGET COMMENTARY:

This fund will receive its revenue from special assessments levied against the benefited properties.

The proceeds from the 2011A Improvement Bond financed various infrastructure improvements.

The only expenditures are for the annual debt service payments on the debt.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	207,809	173,044	168,039	112,000	117,745	112,000	0.00%
INTEREST EARNING	7,178	5,466	11,080	10,800	13,042	9,785	-9.40%
MISCELLANEOUS	0	0	0	0	0	0	0.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$214,987	$178,510	$179,119	$122,800	$130,787	$121,785	-0.83%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
DEBT SERVICE	215,699	209,298	201,893	195,113	195,235	187,498	-3.90%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$215,699	$209,298	$201,893	$195,113	$195,235	$187,498	-3.90%
FUND BALANCE - JANUARY 1	$615,045	$614,333	$583,545	$560,771	$560,771	$496,323	
EXCESS REVENUE OVER EXPENDITURE	($712)	($30,788)	($22,774)	($72,313)	($64,448)	($65,713)	
FUND BALANCE - DECEMBER 31	$614,333	$583,545	$560,771	$488,458	$496,323	$430,610	

DEBT PAYMENT SCHEDULE:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	$865,000.00	$180,000.00	$14,112.50
2019	$685,000.00	$175,000.00	$11,497.50
2020	$510,000.00	$175,000.00	$8,522.50
2021	$335,000.00	$170,000.00	$5,247.50
2022	$165,000.00	$165,000.00	$1,773.75

	BOND PAYMENT SCHEDULE			2008A IMP/ UTILITY REVENUE BONDS			
				CALLABLE: N/A		#601/#388	
DATE	PRINCIPAL DUE	INTEREST DUE	TOTAL DUE	PRINCIPAL DUE	INTEREST DUE	INT. RATE	TOTAL DUE
2/1/19	$680,000.00	$18,747.50	$698,747.50	$300,000.00	$6,000.00	4.00%	$306,000.00
8/1/19	$0.00	$9,527.50	$9,527.50				$0.00
2/1/20	$380,000.00	$9,527.50	$389,527.50				$0.00
8/1/20	$0.00	$6,017.50	$6,017.50				$0.00
2/1/21	$290,000.00	$6,017.50	$296,017.50				$0.00
8/1/21	$0.00	$3,117.50	$3,117.50				$0.00
2/1/22	$290,000.00	$3,117.50	$293,117.50				$0.00
8/1/22	$0.00	$0.00	$0.00				$0.00
2/1/23	$0.00	$0.00	$0.00				$0.00
8/1/23	$0.00	$0.00	$0.00				$0.00
	$0.00	$0.00	$0.00				$0.00
	$1,640,000.00	$56,072.50	$1,696,072.50	$300,000.00	$6,000.00		$306,000.00

	2011B UTILITY REVENUE BONDS				2001C/2011C TIF BONDS			
	CALLABLE: 2/1/20		#601		**CALLED 2001C: 2/1/2012**		#386	
					CALLABLE 2011C: N/A			
DATE	PRINCIPAL DUE	INTEREST DUE	INT. RATE	TOTAL DUE	PRINCIPAL DUE	INTEREST DUE	INT. RATE	TOTAL DUE
2/1/19	$115,000.00	$4,498.75	1.60%	$119,498.77	$90,000.00	$1,800.00	2.00%	$91,800.00
8/1/19	$0.00	$3,578.75	1.60%	$3,578.75		$900.00		$900.00
2/1/20	$115,000.00	$3,578.75	1.80%	$118,578.75	$90,000.00	$900.00	2.00%	$90,900.00
8/1/20	$0.00	$2,543.75	1.80%	$2,543.75				$0.00
2/1/21	$120,000.00	$2,543.75	2.00%	$122,543.75				$0.00
8/1/21	$0.00	$1,343.75	2.00%	$1,343.75				
2/1/22	$125,000.00	$1,343.75	2.15%	$126,343.75				
8/1/22				$0.00				
2/1/23				$0.00				
8/1/23				$0.00				
				$0.00				$0.00
	$475,000.00	$19,431.25		$494,431.27	$180,000.00	$3,600.00		$183,600.00

	2011A IMPROVEMENT BONDS			
	CALLABLE 2/1/20		#389	
DATE	PRINCIPAL DUE	INTEREST DUE	INT. RATE	TOTAL DUE
2/1/19	$175,000.00	$6,448.75	1.60%	$181,448.77
8/1/19		$5,048.75		$5,048.75
2/1/20	$175,000.00	$5,048.75	1.80%	$180,048.77
8/1/20		$3,473.75		$3,473.75
2/1/21	$170,000.00	$3,473.75	2.00%	$173,473.75
8/1/21		$1,773.75		$1,773.75
2/1/22	$165,000.00	$1,773.75	2.15%	$166,773.75
8/1/22				$0.00
2/1/23				$0.00
8/1/23				$0.00
				$0.00
	$685,000.00	$27,041.25		$712,041.28

WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

CAPITAL IMPROVEMENT FUNDS

CAPITAL IMPROVEMENT FUNDS

DESCRIPTION:

The Capital Improvement Funds pay the construction costs of the Township's infrastructure improvements. Capital improvement funds use the modified accrual basis of accounting; however, the cash basis of accounting will be used for budgetary purposes only. The cash basis is used for budgeting to ensure that sufficient cash will be available to make all required payments.

OBJECTIVES:

1. Construct and replace the Township's infrastructure on a timely basis, as scheduled or as needed.

2. Attract new businesses into the Township with financial incentives funded by the Economic Development Fund.

3. Continue with development and construction of the Township's Community Park.

MEASURABLE WORKLOAD DATA:

See the individual funds for their service levels.

BUDGET COMMENTARY:

See the individual funds for budget explanations.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$657,172	$646,847	$596,524	$631,000	$541,613	$631,000	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	21,847	5,756	3,100	0	8,360	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	271,953	410,004	119,572	100,000	57,090	50,000	-50.00%
INTEREST EARNING	49,987	64,414	81,253	93,735	135,499	92,077	-1.77%
MISCELLANEOUS	88,285	57,726	59,586	271,522	263,943	65,222	-75.98%
OPERATING TRANSFERS	403,002	414,960	1,015,171	79,000	79,000	281,500	256.33%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$1,492,246	$1,599,707	$1,875,206	$1,175,257	$1,085,505	$1,119,799	-4.72%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	4	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	245,707	336,474	188,244	262,000	430,989	340,500	29.96%
CAPITAL OUTLAY	455,759	1,242,496	440,105	908,660	1,150,407	4,616,148	408.02%
OPERATING TRANSFERS	187,448	169,062	1,307,433	99,273	99,273	112,375	13.20%
TOTAL EXPENDITURES	$888,918	$1,748,032	$1,935,782	$1,269,933	$1,680,669	$5,069,023	299.16%
FUND BALANCE - JANUARY 1	$2,581,654	$3,184,982	$3,036,657	$2,976,081	$2,976,081	$2,380,916	
EXCESS REVENUE OVER EXPENDITURE	$603,328	($148,325)	($60,576)	($94,676)	($595,164)	($3,949,224)	
FUND BALANCE - DECEMBER 31	$3,184,982	$3,036,657	$2,976,081	$2,881,405	$2,380,916	($1,568,308)	

ECONOMIC DEVELOPMENT FUND

DEPARTMENT: **Economic Development**
SUPERVISOR: **Clerk/Treasurer**
FUND #: **405**
ACTIVITY #: **4150**

ACTIVITY SCOPE:

The Economic Development Fund was established to award financial incentives to businesses to construct new or expand existing facilities within the Township. Revenue sources are tax increments and loan repayments.

OBJECTIVES:

1. Attract new developments, which will increase and diversify the Township's property tax base.

2. Create new job opportunities by attracting new or expanded businesses.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Estimated # of Jobs Created	2,164	2,164	2,164	2,175

BUDGET COMMENTARY:

Property Taxes consist of tax increment revenues, which are based on the tax capacities of the various tax increment projects and proposed tax rates of taxing districts.

Miscellaneous Revenues include T.I.F Loan Paybacks, which are based on current loans, which were made to help finance the various tax increment projects and their current repayment schedules and interest earnings based on the interest estimates on pages H-11 and H-12.

Capital Outlay includes improvement assistance to property owners based on current development agreements in the Township's tax increment districts. The assistance is the form of pay as you go notes, which reimburses the developer from taxes as they are paid.

In addition, there will be Operating Transfer of $112,375 to the various tax increment bond funds for their 2019 bond payments.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$657,172	$646,847	$596,524	$631,000	$541,613	$631,000	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	2,049	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNING	21,162	14,291	(13,102)	25,915	18,708	15,015	0.00%
MISCELLANEOUS	39,515	3,600	7,583	7,200	4,250	7,200	0.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$719,898	$664,738	$591,005	$664,115	$564,571	$653,215	-1.64%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	4	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	38,706	28,505	41,720	31,000	70,583	31,000	0.00%
CAPITAL OUTLAY	163,489	109,977	281,408	218,660	401,301	224,648	2.74%
OPERATING TRANSFERS	187,448	169,062	629,749	99,273	99,273	112,375	0.00%
TOTAL EXPENDITURES	$389,647	$307,544	$952,877	$348,933	$571,157	$368,023	5.47%
FUND BALANCE - JANUARY 1	$1,261,124	$1,591,375	$1,948,569	$1,586,697	$1,586,697	$1,580,111	
EXCESS REVENUE OVER EXPENDITURE	$330,251	$357,194	($361,872)	$315,182	($6,586)	$285,192	
FUND BALANCE - DECEMBER 31	$1,591,375	$1,948,569	$1,586,697	$1,901,879	$1,580,111	$1,865,303	

FUTURE IMPACTS:

An increasing and diverse property tax base helps the Township maintain one of the lowest property tax rates in the Minneapolis/St. Paul area. The diverse property base spreads the property tax burden to all types of property owners, which reduces the property tax impact on residential property owners and helps the Township maintain the second lowest tax rate in Ramsey County and one of the lowest rates in the Minneapolis/St. Paul Metropolitan area. This diverse property tax base has already aided the Township in achieving numerous bond-rating increases from Moody's Investor Services in previous years.

COMMUNITY PARK IMPROVEMENT FUND

DEPARTMENT: **Community Park Improvement**
SUPERVISOR: **Town Planner/Public Works Director**
FUND #: **504**
ACTIVITY #: **4800**

ACTIVITY SCOPE:

The Community Park Improvement Fund is responsible for the cost of construction of Polar Lakes Community Park. Its revenue sources are bond proceeds, grants and transfers from other funds.

OBJECTIVES:

1. Continue to construct and improve the Township's Community Park.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED

No service levels have been established for this fund.

BUDGET COMMENTARY:

Polar Lakes Park (Community Park) is approximately 41.6 acres and includes two fenced softball fields, two fenced baseball fields, two batting cages and two full sized soccer fields. Once completed, all fields will have lights, bleachers and scoreboards. Concession and bathroom facilities, amphitheater, and trails will be added as funding become available.

Past revenue sources included transfers from other funds, grants, other contributions and a bond issue. For 2019, revenue sources include interest earnings and $58,022 in lease revenues generated by leasing billboard space in the park. 2019 expenditures include soccer field restroom facilities, dugout roofs, an exercise court, baseball field and miscellaneous improvements.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNING	4,251	8,272	7,757	10,750	9,117	6,505	-39.49%
MISCELLANEOUS	48,770	50,233	51,740	58,022	53,393	58,022	0.00%
OPERATING TRANSFERS	125,000	150,000	40,000	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$178,021	$208,505	$99,497	$68,772	$62,510	$64,527	-6.17%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	9,185	1,260	71,000	3,561	76,000	0.00%
CAPITAL OUTLAY	3,895	276,041	164,850	385,000	42,081	589,000	52.99%
OPERATING TRANSFERS	0	0	0	0	0	0	100.00%
TOTAL EXPENDITURES	$3,895	$285,226	$166,110	$456,000	$45,642	$665,000	45.83%
FUND BALANCE - JANUARY 1	$223,981	$398,107	$321,386	$254,773	$254,773	$271,641	
EXCESS REVENUE OVER EXPENDITURE	$174,126	($76,721)	($66,613)	($387,228)	$16,868	($600,473)	
FUND BALANCE - DECEMBER 31	$398,107	$321,386	$254,773	($132,455)	$271,641	($328,832)	

FUTURE IMPACTS:

The Township has increased part-time public works summer help over the past few years for park maintenance. The park maintenance budget has also increased over time and should continue to increase with inflation, additional improvements to the park, and additional use of the park.

IMPROVEMENT FUND

DEPARTMENT: **Improvement**
SUPERVISOR: **Public Works Director/Engineer**
FUND #: **505**
ACTIVITY #: **4800**

ACTIVITY SCOPE:

The Improvement Fund is responsible for the payment of infrastructure improvements within the Township. Its revenue source is bond proceeds and operating transfers.

OBJECTIVES:

1. Improve and maintain the Township's infrastructure on timely basis.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED

No service levels have been established for this fund.

BUDGET COMMENTARY:

Revenue sources include special assessments to benefitting properties, transfers from other Town funds, and the proceeds from the issuance of debt. For 2019, the revenue sources include special assessments and transfers from other funds. At this time, there are no plans to issue any new debt in 2019, however if the street improvement project is done in 2019 a bond issue will be needed to finance it.

Expenditures are for a possible large street reconstruction project, the annual curb repairs and replacements, and the Town's annual sealcoat project. The projects and other capital items are listed in the Town's Ten-Year CIP Section of this document.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	271,953	410,004	119,572	100,000	57,090	50,000	-50.00%
INTEREST EARNING	14,591	32,917	66,390	41,050	78,492	51,362	100.00%
MISCELLANEOUS	0	3,893	263	0	0	0	0.00%
OPERATING TRANSFERS	278,002	258,000	247,487	79,000	79,000	81,500	3.16%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$564,546	$704,814	$433,712	$220,050	$214,582	$182,862	-16.90%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	207,001	298,784	145,264	150,000	356,845	212,500	41.67%
CAPITAL OUTLAY	271,366	856,478	(6,153)	10,000	602,760	3,277,500	100.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$478,367	$1,155,262	$139,111	$160,000	$959,605	$3,490,000	2081.25%
FUND BALANCE - JANUARY 1	$1,096,804	$1,182,983	$732,535	$1,027,136	$1,027,136	$282,113	
EXCESS REVENUE OVER EXPENDITURE	$86,179	($450,448)	$294,601	$60,050	($745,023)	($3,307,138)	
FUND BALANCE - DECEMBER 31	$1,182,983	$732,535	$1,027,136	$1,087,186	$282,113	($3,025,025)	

FUTURE IMPACTS:

Additions to the Township's infrastructure increase future maintenance cost. The overlay of existing streets will reduce patching costs in the near future but will require a sealcoat project in about 5 years. The Town has budgeted $150,000 in 2019 and $150,000 for sealcoat projects in each of the next nine years. The Town is currently developing a pavement management plan, which will schedule road improvements, routine maintenance and funding sources over a ten-year period.

PARK ACQUISITION FUND

DEPARTMENT: **Park Acquisition**
SUPERVISOR: **Planner**
FUND #: **516**
ACTIVITY #: **4410**

ACTIVITY SCOPE:

The purpose of the Park Acquisition Fund is to assist the Township in meeting park acquisition and development needs. Revenues are collected from developers or property owners that develop their properties. Fees are based on assessed land value or number of lots available.

OBJECTIVES:

1. Acquire and develop current and future parkland property.

2. Provide recreational facilities to all residents, including trails and walkways.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
# Of Athletic Fields, Courts And Rinks	33	33	33	33
# Of Park Sites	26	26	26	26

BUDGET COMMENTARY:

Revenue source is park dedication fees paid on new construction and/or developments, interest earnings and in the past operating transfers from the General Fund to meet the Township's fund balance policy.

Expenditures in the past included; improvements to various parks and trails and the purchase and installation of some playground equipment. Park improvements or equipment purchase to be funded from the Park Acquisition Fund in 2019 are for trail improvements in Rutherford Park as part of the Lake Links Trail Project by Ramsey County, Bald Eagle trail improvements and County Road H2 trail improvements.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	19,798	5,756	3,100	0	8,360	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNING	9,983	8,934	20,086	16,020	23,734	16,570	0.00%
MISCELLANEOUS	0	0	0	0	0	0	0.00%
OPERATING TRANSFERS	0	6,960	677,684	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$29,781	$21,650	$700,870	$16,020	$32,094	$16,570	0.00%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	10,000	0	10,000	0.00%
CAPITAL OUTLAY	17,009	0	0	100,000	0	330,000	0.00%
OPERATING TRANSFERS	0	0	677,684	0	0	0	0.00%
TOTAL EXPENDITURES	$17,009	$0	$677,684	$110,000	$0	$340,000	0.00%
FUND BALANCE - JANUARY 1	$661,583	$674,355	$696,005	$719,191	$719,191	$751,285	
EXCESS REVENUE OVER EXPENDITURE	$12,772	$21,650	$23,186	($93,980)	$32,094	($323,430)	
FUND BALANCE - DECEMBER 31	$674,355	$696,005	$719,191	$625,211	$751,285	$427,855	

FUTURE IMPACTS:

The future impacts of trail development are minimal as these trails are generally close to the roadways and are maintained with the road.

PARK IMPROVEMENT FUND

DEPARTMENT: **Park Improvement**
SUPERVISOR: **Public Works Director/Engineer**
FUND #: **517**
ACTIVITY #: **4800**

ACTIVITY SCOPE:

The Park Improvement Fund is responsible for the payment of infrastructure improvements within the Township Parks. Its revenue source a park improvement fee and operating transfers.

OBJECTIVES:

1. Improve and maintain the Township's parks on timely basis.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED

No service levels have been established for this fund.

BUDGET COMMENTARY:

Revenue sources include a park improvement fee, charged to the General Fund's Park Maintenance Activity. The fee is based on the park equipment's depreciation schedule.

Expenditures include the cost of improvements to Bellaire Beach, replacing the playground equipment at Brandlewood Park, and sealcoating park trails. The projects and other capital items are listed in the Town's Ten-Year CIP Section of this document.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	0	0	0	0	0	0	0.00%
INTEREST EARNING	0	0	122	0	5,448	2,625	0.00%
MISCELLANEOUS	0	0	0	206,300	206,300	0	0.00%
OPERATING TRANSFERS	0	0	50,000	0	0	200,000	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$0	$0	$50,122	$206,300	$211,748	$202,625	0.00%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	0	0	0	0	0	0	0.00%
OTHER SERVICES & CHARGES	0	0	0	0	0	11,000	0.00%
CAPITAL OUTLAY	0	0	0	195,000	104,265	195,000	0.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$0	$0	$0	$195,000	$104,265	$206,000	0.00%
FUND BALANCE - JANUARY 1	$0	$0	$0	$0	$0	$107,483	
EXCESS REVENUE OVER EXPENDITURE	$0	$0	$50,122	$11,300	$107,483	($3,375)	
FUND BALANCE - DECEMBER 31	$0	$0	$50,122	$11,300	$107,483	$104,108	

FUTURE IMPACTS:

Replacing or resurfacing existing park facilities should reduce maintenance costs slightly in the short-term. Replacement of old playground equipment with new playground equipment should reduce maintenance costs in the short-term and increase safety, but will require ongoing inspections and maintenance to assure proper safety. This cost is minimal. Ball field, tennis court improvements, and any additional construction of shelter/concession facilities will increase the park maintenance activity of the General Fund in the future.

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ENTERPRISE FUNDS

ENTERPRISE FUNDS

DESCRIPTION:

An Enterprise Fund is a fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services, which are entirely or predominantly self-supporting by user charges. The Township operates three Enterprise Funds. The accrual basis of accounting is used for these funds. However, capital outlay items are recorded as expenses. This page is a summary of the Enterprise Funds.

OBJECTIVES:

See the individual funds for their goals.

MEASURABLE WORKLOAD DATA:

See the individual funds for their measurable workload data.

BUDGET COMMENTARY:

The main revenue source for all Township enterprise funds is the Town's quarterly utility billings to system users. The Township annually reviews and adjusted its water, sanitary sewer, and storm water rates. 2012 was the first year the Township billed water based on usage, which replaced the old flat rate system of billing and 2015 was the first year the Township billed sanitary sewer based on actual water use during the winter quarter for residential use. The rates for all three utilities are reviewed annually and adjusted accordingly.

See the individual funds for budget explanations and changes.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	2,709,631	3,006,095	3,335,488	4,020,767	3,981,509	4,346,000	8.09%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	51,428	54,151	1,178,339	56,500	218,573	152,000	169.03%
INTEREST EARNING	46,810	40,974	22,983	91,045	49,770	35,515	-60.99%
MISCELLANEOUS	154,647	30,902	969	500	315	500	0.00%
OPERATING TRANSFERS	125,000	200,000	0	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$3,087,516	$3,332,122	$4,537,779	$4,168,812	$4,250,167	$4,534,015	8.76%
EXPENDITURES							
PERSONNEL SERVICES	$674,182	$713,077	$773,563	$782,302	$754,617	$873,633	11.67%
SUPPLIES	201,292	428,150	216,596	265,800	230,869	266,350	0.21%
OTHER SERVICES & CHARGES	2,513,637	2,323,930	3,828,367	3,208,750	2,719,990	3,233,986	0.79%
CAPITAL OUTLAY	350,300	160,122	137,105	650,000	1,018	3,191,500	391.00%
DEBT SERVICE	48,038	39,353	28,315	19,595	19,595	15,432	-21.25%
OPERATING TRANSFERS	679,375	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$4,466,824	$3,664,632	$4,983,946	$4,926,447	$3,726,089	$7,580,901	53.88%
FUND BALANCE - JANUARY 1	$20,857,794	$19,478,486	$19,145,976	$18,699,809	$18,699,809	$19,223,887	
EXCESS REVENUE OVER EXPENDITURE	($1,379,308)	($332,510)	($446,167)	($757,635)	$524,078	($3,046,886)	
FUND BALANCE - DECEMBER 31	$19,478,486	$19,145,976	$18,699,809	$17,942,174	$19,223,887	$16,177,001	

WATER OPERATING FUND

DEPARTMENT: **Water Operating**
SUPERVISOR: **Public Works Director**
Fund #: **601**
ACTIVITY #: **4940**

ACTIVITY SCOPE:

This fund provides for all maintenance and repair of the Township's water system. Currently, the Township maintains three water towers and six wells. The Township provides water service to a small portion of North Oaks and White Bear Lake residents. The Water Operating Fund is self-sustaining from revenues derived from utility charges for use of water.

OBJECTIVES:

1. Keep all wells and water towers functioning safely and efficiently.

2. Perform routine maintenance to assure long life of the equipment.

3. Monitor water rates to assure funding of operations and a portion of infrastructure replacement.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
# Of Wells	6	6	6	6
Gals Of Water Pumped	429,107,600	415,341,500	416,008,514	410,000,000
Miles Of Water Mains	65.83	65.83	65.83	65.83
Service Connections	4,675	4,694	4,702	4,720

BUDGET COMMENTARY:

The main revenue source is water revenues. In 2012 the Township began billing water based on actual water usage and implemented a tiered rate structure where the more water used the higher the water rate. This rate structure was put in place to encourage water conservation and replace the previous system of a flat fee for water regardless of water used. The Township annually reviews its water rates and makes any necessary adjustments to its rate system. The water revenue in 2019 reflects an increase in the billing rates.

The Township special assesses all unpaid water bills each year and charges an administrative fee when doing so of $40.

Personnel services reflect a cost-of-living increase for employees and increases to the health and disability insurances. For 2019 there is a new position added for GIS and administrative services of which 30% of the position is being paid from the Water Operating Fund. These changes result in an increase of 5.68% from 2018.

Capital outlay includes funding of hydrant rehabilitation, well rehabilitation, repainting of a water tower, GIS integration, and meter replacement. All capital outlay purchases are included in the Town's 10-year capital improvement plan.

The operating transfer in 2015 was to the 2004A Public Facility Bond Fund for the water funds share of debt payments, which was retired in 2015.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	1,153,474	1,412,166	1,469,482	1,555,091	1,668,168	1,625,000	4.50%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	36,731	38,894	50,504	45,000	50,886	45,000	0.00%
INTEREST EARNING	28,528	21,587	5,012	47,650	25,262	18,845	-60.45%
MISCELLANEOUS	30,507	3,922	969	500	315	500	0.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$1,249,240	$1,476,569	$1,525,967	$1,648,241	$1,744,631	$1,689,345	2.49%
EXPENDITURES							
PERSONNEL SERVICES	$310,093	$326,665	$356,110	$363,318	$346,670	$383,957	5.68%
SUPPLIES	174,220	385,041	182,724	222,950	198,756	221,400	-0.70%
OTHER SERVICES & CHARGES	1,109,325	888,858	2,123,750	1,066,780	937,165	1,114,520	4.48%
CAPITAL OUTLAY	23,695	117,479	6,787	100,000	1,018	2,336,500	2236.50%
DEBT SERVICE	38,791	30,464	20,779	13,330	13,330	10,413	-21.88%
OPERATING TRANSFERS	339,687	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$1,995,811	$1,748,507	$2,690,150	$1,766,378	$1,496,939	$4,066,790	130.23%
FUND BALANCE - JANUARY 1	$10,153,037	$9,406,466	$9,134,528	$7,970,345	$7,970,345	$8,218,037	
EXCESS REVENUE OVER EXPENDITURE	($746,571)	($271,938)	($1,164,183)	($118,137)	$247,692	($2,377,445)	
FUND BALANCE - DECEMBER 31	$9,406,466	$9,134,528	$7,970,345	$7,852,208	$8,218,037	$5,840,592	

DEBT PAYMENT SCHEDULE*:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	$649,476.92	$257,397.09	$17,238.73
2019	$392,079.83	$279,229.45	$7,395.68
2020	$112,850.38	$36,049.45	$1,919.24
2021	$76,800.93	$37,616.82	$1,218.63
2022	$39,184.11	$39,184.11	$421.23

*Debt schedule is shown based on the calendar year payment schedule and not on an accrual basis. In addition, bond principal is not a budgeted expense.

SEWER OPERATING FUND

DEPARTMENT: **Sewer Operating**
SUPERVISOR: **Public Works Director**
Fund #: **602**
ACTIVITY #: **4950**

ACTIVITY SCOPE:

The Sewer Operating Fund is responsible for the maintenance of all Township lift stations and sanitary sewer lines. All tools and equipment parts associated with operating the Township's municipal sewer system are budgeted here. The Sewer Operating Fund is self-sustaining from revenues derived from utility charges.

OBJECTIVES:

1. Keep all lift stations and sewer lines functioning safely and efficiently.

2. Routine maintenance to assure long life of the equipment.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Gals of Sewage Treated (Millions)	338	374	336	300
Miles of Sewer Lines	64.42	64.42	64.42	64.42
Service Connections	4,618	4,638	4,646	4,662

BUDGET COMMENTARY:

The main revenue source is sewer revenues, which are based on the Township's estimated number of sewer connections, past water usage and sewer rate. Rates are set to cover operating costs and 75% of infrastructure replacement. In 2018, the Town reviewed and adjusted it sanitary sewer rate effective for 2019. The new rate will be a base rate of $51.00 for water use of 5,000 gallons or less and $4.00 per thousand gallons of water above 5,000 gallons compared to a base rate of $50.80 and $3.00 per thousand above 5,000 gallons in 2018, which is based on water usage in the winter quarter.

Similar to the Water Operating Fund, the Sewer Fund special assesses all delinquent sewer bills and charges an administrative fee of $40 for doing so.

Personnel services reflect the changes described in the Water Fund previously and in the Executive Summary.

The largest expense within Other Services and Charges are the M.C.E.S. Charges for sewer treatment. These charges are based on actual sewer flows and sewer treatment costs charged by the M.C.E.S. In 2018, the Town's sanitary sewer flows decreased because of various improvement

projects to reduce infiltration. Based on this reduced flow the M.C.E.S. charges were decreased for 2019 by 6.27%.

The capital outlay expenses as outlined in the Town's 10-year capital improvement plan include; rehabilitation of lift stations and manhole grouting where needed.

The 2015 transfer was to the 2004A Public Facility Bond Fund for the sewer fund's share of debt payments. This debt was retired in 2015.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL REVENUES	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	1,290,086	1,248,161	1,378,101	1,940,000	1,814,839	2,170,000	11.86%
FINES & FORFEITS	0	0	0	0	0	0	0.00%
SPECIAL ASSESSMENTS	0	0	1,107,250	0	146,416	95,000	100.00%
INTEREST EARNING	14,415	9,004	(19,067)	29,845	(9,304)	(6,190)	-120.74%
MISCELLANEOUS	61,482	26,980	0	0	0	0	0.00%
OPERATING TRANSFERS	0	0	0	0	0	0	0.00%
BOND PROCEEDS	0	0	0	0	0	0	0.00%
TOTAL REVENUES	$1,365,983	$1,284,145	$2,466,284	$1,969,845	$1,951,951	$2,258,810	14.67%
EXPENDITURES							
PERSONNEL SERVICES	$284,379	$300,160	$322,184	$312,879	$315,629	$330,942	5.77%
SUPPLIES	22,656	36,491	29,928	37,900	28,502	39,900	5.28%
OTHER SERVICES & CHARGES	1,304,619	1,335,517	1,561,885	1,939,835	1,661,388	1,920,306	-1.01%
CAPITAL OUTLAY	218,079	36,087	129,808	100,000	0	250,000	150.00%
DEBT SERVICE	6,253	5,961	5,054	4,200	4,200	3,366	-19.86%
OPERATING TRANSFERS	339,688	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	$2,175,674	$1,714,216	$2,048,859	$2,394,814	$2,009,719	$2,544,514	6.25%
FUND BALANCE - JANUARY 1	$9,791,588	$8,981,897	$8,551,826	$8,969,251	$8,969,251	$8,911,483	
EXCESS REVENUE OVER EXPENDITURE	($809,691)	($430,071)	$417,425	($424,969)	($57,768)	($285,704)	
FUND BALANCE - DECEMBER 31	$8,981,897	$8,551,826	$8,969,251	$8,544,282	$8,911,483	$8,625,779	

DEBT PAYMENT SCHEDULE*:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	$269,326.63	$50,642.61	$4,484.18
2019	$218,684.02	$52,944.55	$3,718.78
2020	$165,739.47	$52,944.55	$2,818.72
2021	$112,794.92	$55,246.49	$1,789.76
2022	$57,548.43	$57,548.43	$618.65

*Debt schedule is shown based on the calendar year payment schedule and not on an accrual basis. In addition, bond principal is not a budgeted expense.

STORM WATER UTILITY FUND

DEPARTMENT: **Storm Water Utility**
SUPERVISOR: **Public Works Director**
Fund #: **603**
ACTIVITY #: **4960**

ACTIVITY SCOPE:

This fund provides for all maintenance and repair of the Township's storm water system. The Storm Water Utility Fund is self-sustaining from revenues derived from utility charges.

OBJECTIVES:

1. Routine maintenance on storm water system to avoid flooding during heavy rains and spring snow melts.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Miles of Storm Water Lines/Culverts	15	15	15	15

BUDGET COMMENTARY:

The main revenue source is the storm water utility charge. The Town reviewed this charge for possible adjustments in 2018, determined based on project needs, and budgeted operating costs that the rate would increase from $80.00 per year to $84.00 per year.

Personnel services accounts for public works maintenance workers time for maintaining the system and the accounting clerk's time.

In 2018, the Town has budgeted $35,000 for culvert replacement, $60,000 storm water structure repairs area of the Town, $500,000 to construct storm water system in the southeast area of the Township, and $210,000 for cleaning storm water ponds and ditches.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	$0	$0	$0	$0	$0	$0	0.00%
INTERGOVERNMENTAL REVENUES	$0	$0	$0	$0	$0	$0	0.00%
CHARGES FOR SERVICES	$266,071	$345,768	$487,905	$525,676	$498,502	$551,000	4.82%
FINES & FORFEITS	$0	$0	$0	$0	$0	$0	0.00%
SPECIAL ASSESSMENTS	$14,697	$15,257	$20,585	$11,500	$21,271	$12,000	4.35%
INTEREST EARNING	$3,867	$10,383	$37,038	$13,550	$33,812	$22,860	68.71%
MISCELLANEOUS	$62,658	$0	$0	$0	$0	$0	0.00%
OPERATING TRANSFERS	$125,000	$200,000	$0	$0	$0	$0	0.00%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$472,293	$571,408	$545,528	$550,726	$553,585	$585,860	6.38%
EXPENDITURES							
PERSONNEL SERVICES	$79,710	$86,252	$95,269	$106,105	$92,318	$158,734	49.60%
SUPPLIES	$4,416	$6,618	$3,944	$4,950	$3,611	$5,050	2.02%
OTHER SERVICES & CHARGES	$99,693	$99,555	$142,732	$202,135	$121,437	$199,160	-1.47%
CAPITAL OUTLAY	$108,526	$6,556	$510	$450,000	$0	$605,000	34.44%
DEBT SERVICE	$2,994	$2,928	$2,482	$2,065	$2,065	$1,653	-19.95%
OPERATING TRANSFERS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL EXPENDITURES	$295,339	$201,909	$244,937	$765,255	$219,431	$969,597	26.70%
FUND BALANCE - JANUARY 1	$913,169	$1,090,123	$1,459,622	$1,760,213	$1,760,213	$2,094,367	
EXCESS REVENUE OVER EXPENDITURE	$176,954	$369,499	$300,591	($214,529)	$334,154	($383,737)	
FUND BALANCE - DECEMBER 31	$1,090,123	$1,459,622	$1,760,213	$1,545,684	$2,094,367	$1,710,630	

DEBT PAYMENT SCHEDULE*:

YEAR DUE	JAN. 1 DEBT OUTSTANDING	PRINCIPAL DUE	INTEREST DUE
2018	$132,291.37	$24,875.30	$2,202.59
2019	$107,416.07	$26,006.00	$1,826.64
2020	$81,410.07	$26,006.00	$1,384.54
2021	$55,404.07	$27,136.69	$879.11
2022	$28,267.38	$28,267.38	$303.87

*Debt schedule is shown based on the calendar year payment schedule and not on an accrual basis. In addition, bond principal is not a budgeted expense.

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INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

DESCRIPTION:

The Internal Service Funds are responsible for insuring and replacing the Township assets. The Internal Service Funds receive revenues through charges to other Township activities for their share of building, equipment and insurance costs. Internal Service Funds use the modified accrual basis of accounting, however capital outlay will be recorded as expense and depreciation expense is not recorded for budget purposes. This is done to ensure sufficient cash flows.

OBJECTIVES:

1. Purchase or replace the Township's capital assets on a timely basis.

2. Maintain adequate insurance levels on Township assets, while obtaining the lowest premiums possible. Self-insuring some assets or increasing deductibles can do this.

3. Maintain and replace Township facilities as needed.

MEASURABLE WORKLOAD DATA:

See the individual funds for their measurable workload data.

BUDGET COMMENTARY:

See the individual funds for budget explanations.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	$0	$0	$0	$0	$0	$0	0.00%
INTERGOVERNMENTAL REVENUES	$0	$0	$0	$0	$0	$0	0.00%
CHARGES FOR SERVICES	$0	$0	$0	$0	$0	$0	0.00%
FINES & FORFEITS	$0	$0	$0	$0	$0	$0	0.00%
SPECIAL ASSESSMENTS	$0	$0	$0	$0	$0	$0	0.00%
INTEREST EARNING	$32,846	$31,592	$78,143	$52,945	$86,174	$58,440	10.38%
MISCELLANEOUS	$431,055	$592,384	$539,934	$763,302	$549,052	$569,048	-25.45%
OPERATING TRANSFERS	$11,000	$50,000	$0	$0	$0	$0	0.00%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$474,901	$673,976	$618,077	$816,247	$635,226	$627,488	-23.13%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	$5,379	$7,956	$5,259	$25,000	$0	$25,000	0.00%
OTHER SERVICES & CHARGES	$129,171	$118,743	$199,008	$130,135	$132,790	$149,666	15.01%
CAPITAL OUTLAY	$159,843	$368,295	$211,055	$782,450	$284,135	$597,160	-23.68%
DEBT SERVICE	$0	$0	$0	$0	$0	$0	0.00%
OPERATING TRANSFERS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL EXPENDITURES	$294,393	$494,994	$415,322	$937,585	$416,925	$771,826	-17.68%
FUND BALANCE - JANUARY 1	$1,772,816	$1,953,324	$2,132,306	$2,335,061	$2,335,061	$2,553,362	
EXCESS REVENUE OVER EXPENDITURE	$180,508	$178,982	$202,755	($121,339)	$218,301	($144,339)	
FUND BALANCE - DECEMBER 31	$1,953,324	$2,132,306	$2,335,061	$2,213,723	$2,553,362	$2,409,024	

CAPITAL BUILDING FUND

DEPARTMENT: **Capital Building**
SUPERVISOR: **Clerk/Treasurer/Public Works Director**
FUND #: **701**
ACTIVITY #: **4330**

ACTIVITY SCOPE:

The purpose of the Capital Building Fund is to assist the Township in maintaining Town facilities and building needs. Funds and activities are charged a building rental fee based on building usage and building depreciation, so that funds are available as needed.

OBJECTIVES:

1. Maintain Township buildings through capital improvements as needed on a timely basis.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Township Buildings Maintained (Not Including Park Facilities)	3	3	3	3

BUDGET COMMENTARY:

Revenue source is facility rental fees paid by other Town Funds and activities for their share of building use.

Expenditures, which are outlined in the Town's 10-year CIP include; interior repainting, replacement of the carpet and entry doors of the Town's administration building, security improvements, the purchase and installation of an emergency generator for the Town's public works and administration buildings and reconstruct the retaining wall and parking lot.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	$0	$0	$0	$0	$0	$0	0.00%
INTERGOVERNMENTAL REVENUES	$0	$0	$0	$0	$0	$0	0.00%
CHARGES FOR SERVICES	$0	$0	$0	$0	$0	$0	0.00%
FINES & FORFEITS	$0	$0	$0	$0	$0	$0	0.00%
SPECIAL ASSESSMENTS	$0	$0	$0	$0	$0	$0	0.00%
INTEREST EARNING	$12,970	$13,558	$32,660	$21,695	$35,000	$24,150	11.32%
MISCELLANEOUS	$73,653	$183,990	$71,778	$125,612	$125,612	$132,612	5.57%
OPERATING TRANSFERS	$0	$25,000	$0	$0	$0	$0	0.00%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$86,623	$222,548	$104,438	$147,307	$160,612	$156,762	6.42%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	$0	$0	$0	$0	$0	$0	0.00%
OTHER SERVICES & CHARGES	$585	$0	$11,746	$10,000	$5,412	$10,000	100.00%
CAPITAL OUTLAY	$82,356	$1,529	$46,665	$412,800	$113,739	$341,500	-17.27%
DEBT SERVICE	$0	$0	$0	$0	$0	$0	0.00%
OPERATING TRANSFERS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL EXPENDITURES	$82,941	$1,529	$58,411	$422,800	$119,151	$351,500	-16.86%
FUND BALANCE - JANUARY 1	$711,730	$715,412	$936,431	$982,458	$982,458	$1,023,919	
EXCESS REVENUE OVER EXPENDITURE	$3,682	$221,019	$46,027	($275,494)	$41,461	($194,739)	
FUND BALANCE - DECEMBER 31	$715,412	$936,431	$982,458	$706,965	$1,023,919	$829,181	

FUTURE IMPACTS:

The future impacts of capital improvements to Township facilities will be the on-going maintenance of such improvements.

CAPITAL EQUIPMENT FUND

DEPARTMENT: **Capital Equipment**
SUPERVISOR: **Public Works Director/Finance Officer**
FUND #: **702**
ACTIVITY #: **4320**

ACTIVITY SCOPE:

The Capital Equipment Fund is responsible for the purchase and replacement of Township assets based on the Township's 10-year capital equipment plan. Its revenue source will be equipment rental charges.

OBJECTIVES:

1. Maintain adequate balances to purchase and replace assets as scheduled in the Township's 10-year capital equipment plan.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED

No measurable workload data have been established for this fund.

BUDGET COMMENTARY:

Revenue sources for this fund are charges for equipment rental to the activities using the assets. These rental charges are based on the assets depreciation schedule. The Township charges activities 105% of the asset's schedule depreciation to cover the cost of the asset plus inflation.

The equipment scheduled for purchase in 2019 include; replacement of computers and software, document scanner, purchase large screen TV to show presentations for administrative offices, replacement of the pickup truck, purchase of a ballfield groomer, and replacement of snow plow equipment. See the full CIP in section G of this document or on the Town's website for details of these purchases.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	$0	$0	$0	$0	$0	$0	0.00%
INTERGOVERNMENTAL REVENUES	$0	$0	$0	$0	$0	$0	0.00%
CHARGES FOR SERVICES	$0	$0	$0	$0	$0	$0	0.00%
FINES & FORFEITS	$0	$0	$0	$0	$0	$0	0.00%
SPECIAL ASSESSMENTS	$0	$0	$0	$0	$0	$0	0.00%
INTEREST EARNING	$13,331	$11,055	$27,296	$19,900	$32,277	$21,595	8.52%
MISCELLANEOUS	$201,160	$231,060	$299,168	$460,355	$246,105	$254,300	-44.76%
OPERATING TRANSFERS	$11,000	$25,000	$0	$0	$0	$0	0.00%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$225,491	$267,115	$326,464	$480,255	$278,382	$275,895	-42.55%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	$5,379	$7,956	$5,259	$25,000	$0	$25,000	0.00%
OTHER SERVICES & CHARGES	$4,397	$4,037	$5,118	$0	$6,057	$6,500	0.00%
CAPITAL OUTLAY	$77,487	$366,766	$164,390	$369,650	$170,396	$255,660	-30.84%
DEBT SERVICE	$0	$0	$0	$0	$0	$0	0.00%
OPERATING TRANSFERS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL EXPENDITURES	$87,263	$378,759	$174,767	$394,650	$176,453	$287,160	-27.24%
FUND BALANCE - JANUARY 1	$688,684	$826,912	$715,268	$866,965	$866,965	$968,894	
EXCESS REVENUE OVER EXPENDITURE	$138,228	($111,644)	$151,697	$85,605	$101,929	($11,265)	
FUND BALANCE - DECEMBER 31	$826,912	$715,268	$866,965	$952,570	$968,894	$957,629	

FUTURE IMPACTS:

This Fund has eliminated the need to borrow funds for the purchase of capital equipment and maintain a stable expenditure level and tax levy in the General Fund by eliminating large one-time equipment expenditures by setting funds aside each year for the cost of assets to be purchased.

RISK MANAGEMENT FUND

DEPARTMENT: **Risk Management**
SUPERVISOR: **Finance Officer**
FUND #: **703**
ACTIVITY #: **4130**

ACTIVITY SCOPE:

The Risk Management Fund is responsible for maintaining adequate insurance coverage of Township assets. Its revenue source will be insurance charges to departments, which use the assets.

OBJECTIVES:

1. Maintain adequate insurance levels on Township assets.

2. Build cash reserves, which will be used too partially or fully self-insure some assets.

MEASURABLE WORKLOAD DATA:

	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ESTIMATED
Total Insurance Premiums	$114,706	$182,114	$121,321	$133,166

BUDGET COMMENTARY:

Revenue sources for this fund will be insurance charges to the activities using the assets. The insurance charges are based on the previous year insurance cost plus a percentage increase for inflation.

Expenditures are the estimated cost for 2019 insurance coverage. The Township has implemented an accounting change in 2017 resulting in a higher premium cost in 2017. Prior to 2017 the Township pro-rated the insurance premium which was from October to September. Beginning in 2017 the premium is no longer being pro-rated but simple charged in the year billed.

BUDGET:

REVENUES	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2018 PROJECTED	2019 BUDGET	% CHANGE
PROPERTY TAXES	$0	$0	$0	$0	$0	$0	0.00%
LICENSES & PERMITS	$0	$0	$0	$0	$0	$0	0.00%
INTERGOVERNMENTAL REVENUES	$0	$0	$0	$0	$0	$0	0.00%
CHARGES FOR SERVICES	$0	$0	$0	$0	$0	$0	0.00%
FINES & FORFEITS	$0	$0	$0	$0	$0	$0	0.00%
SPECIAL ASSESSMENTS	$0	$0	$0	$0	$0	$0	0.00%
INTEREST EARNING	$6,545	$6,979	$18,187	$11,350	$18,897	$12,695	11.85%
MISCELLANEOUS	$156,242	$177,334	$168,988	$177,335	$177,335	$182,136	2.71%
OPERATING TRANSFERS	$0	$0	$0	$0	$0	$0	0.00%
BOND PROCEEDS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL REVENUES	$162,787	$184,313	$187,175	$188,685	$196,232	$194,831	3.26%
EXPENDITURES							
PERSONNEL SERVICES	$0	$0	$0	$0	$0	$0	0.00%
SUPPLIES	$0	$0	$0	$0	$0	$0	0.00%
OTHER SERVICES & CHARGES	$124,189	$114,706	$182,144	$120,135	$121,321	$133,166	10.85%
CAPITAL OUTLAY	$0	$0	$0	$0	$0	$0	0.00%
DEBT SERVICE	$0	$0	$0	$0	$0	$0	0.00%
OPERATING TRANSFERS	$0	$0	$0	$0	$0	$0	0.00%
TOTAL EXPENDITURES	$124,189	$114,706	$182,144	$120,135	$121,321	$133,166	10.85%
FUND BALANCE - JANUARY 1	$372,402	$411,000	$480,607	$485,638	$485,638	$560,549	
EXCESS REVENUE OVER EXPENDITURE	$38,598	$69,607	$5,031	$68,550	$74,911	$61,665	
FUND BALANCE - DECEMBER 31	$411,000	$480,607	$485,638	$554,188	$560,549	$622,214	

FUTURE IMPACTS:

As the cash reserves build in this fund, the Township will increase deductibles and self-insure some assets. This will result in lower insurance premiums and charges in the future.

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2019 – 2028 CAPITAL IMPROVEMENT PLAN

Adopted: December 17, 2018

The Capital Improvement Program

Annually, White Bear Township devotes a large portion of the budget to capital projects. The large financial investment is required to maintain and expand public facilities and infrastructure. Ongoing service delivery can be assured only if adequate consideration is given to capital needs. If the Town fails to maintain its capital stock, facilities and infrastructure will deteriorate until costly, constant maintenance is required, services are threatened, and the community growth stagnates or even declines. Whether the Township is growing, stable, or losing population, it needs to plan and budget for capital assets carefully to maintain existing infrastructure and meet future demand. A Capital Improvement Program (CIP) is a tool that can help ensure that decisions on capital projects and funding are made wisely and are well planned.

What are a capital asset and a capital project? For White Bear Township a capital asset is defined as a new or rehabilitated physical asset that is nonrecurring, has a useful life expectancy of greater than three years and a cost of $1,000 or more or is considered to be an asset for which control is desirable. A capital project is undertaken to acquire a capital asset. Examples of capital projects include construction of public buildings, major street improvements, or acquisition of vehicles.

A CIP is a multi-year plan, identifying capital projects to be funded during the planning period. The capital program identifies each proposed capital project to be undertaken, the year in which it will be started or acquired, the amount expected to be expended on the project each year, and the proposed method of financing these expenditures.

The CIP helps to build consensus on what are the most important projects, thus helping to ensure these projects are undertaken first. The CIP also provides a picture of future financing requirements, which will allow the Town to better align financial resources with future needs. Additionally, the CIP provides an important tool for growth management.

The CIP should not be confused with the capital improvement budget. The capital improvement budget represents the first year of the CIP. The capital budget is the Town's annual appropriation for capital spending and is legally adopted by the Town Board. The capital budget authorizes specific projects and appropriates specific funding for those projects. Projects and financing sources listed in the CIP for years other than year 1 (called the "out years") are not authorized until the annual budget for those years is legally adopted. The out years serve only as a guide for future planning and are subject to further review and modification in subsequent years.

Purpose of the CIP

The CIP serves a number of important functions for the Township, as described below.

A Formal Mechanism for Decision Making. A basic function of the CIP is to provide White Bear Township with an orderly process for planning and budgeting for capital needs. Questions on what to buy, build, or repair; where and when to buy or build; and how much to spend are all dealt with during the CIP process. The Town Board and staff must agree on the policies that will shape the program, estimate capital needs, prioritize those needs, identify and schedule funding sources, implement projects, and monitor project delivery. All of these activities are organized through the CIP process.

A Link to a Long-Range Plan. The CIP serves as a link to the Town's planning process and should be developed in concert with the comprehensive land use plan, strategic plan, or other long-range plans. Preparation of the CIP considers not only repair and replacement of existing infrastructure but also facilities that are expected to be needed in the future. Changing population and employment patterns, socioeconomic and demographic characteristics of community residents, and land use patterns may bring about the need for new roads, water and sewer facilities, public buildings, or other capital assets. In developing the CIP, these new demands are weighed against the need to maintain existing infrastructure, based on goals established through the Town's planning process.

Financial Management Tool. An overriding consideration in developing the CIP is to prioritize current and future needs to fit within the anticipated level of financial resources. The CIP considers not only what the Township needs but, equally important, what it can afford. By explicitly recognizing the Township's financial outlook and the revenues and financing mechanisms that will be available for the capital program, projects can be prioritized to ensure that the most important needs and goals of the Township are achieved. Moreover, better planning can be undertaken with regard to the scope and timing of capital projects. Developing a financially constrained CIP based on realistic estimates of revenues to be available enhances the ability of the CIP to serve as a planning and management tool rather than a wish list of projects that cannot be fully implemented.

A Reporting Document. The CIP document presents a description of proposed projects that will be undertaken over the five-year plan. This document communicates to residents, businesses, and other interested parties the City's capital priorities and plans for implementing projects. It also includes the expected source of funding for projects, including use of bond proceeds, installment purchase contracts or other debt, reserves, and grant funding. Thus, the community has a better understanding of the Township's plan for capital spending and can make decisions accordingly.

Advantages of a Capital Improvement Program

A CIP requires staff time for its development, implementation, and maintenance; however, the advantages of a CIP should not be overlooked. Some of the major advantages of a CIP are cited in the following paragraphs.

A CIP Focuses Attention on Township Goals, Needs, and Financial Capability. Through the CIP process, decision makers select projects that will be consistent with community goals and needs. As part of the process, the Town Board, Staff and citizens consider the current and future outlook for community development and the services needed by residents and businesses. This outlook serves as a basis for determining infrastructure and equipment needs to be included in the capital program. An important aspect of developing the CIP is balancing the Town's needs with its ability to pay for them. The process thus focuses attention on the financial capability of the government over the long term. Consistency of projects with community goals and needs provides a way to select among competing projects for the limited financial resources available to the Township.

A CIP Builds Public Consensus for Projects and Improves Community Awareness. An important component of the CIP process is the involvement of citizens in the selection and prioritization of projects. Public participation helps to build support for capital projects that are both popular and unpopular. The public gains a better understanding of community needs and capitals projects through the process and thus are more likely to support the capital program. Moreover, the CIP process serves to educate citizens on the capital costs associated with Town goals, such as economic development. Through the CIP process, the Town is able to gain greater insight into the costs residents are willing to bear for these activities. Once approved, the CIP document informs citizen groups, developers, and others of the Town's planned public improvements. These groups are then better equipped to plan their own activities and are less likely to pressure for funding of projects not included in the plan.

A CIP Improves Inter-/Intergovernmental Cooperation and Communication. A CIP enhances coordination of capital improvements among departments and agencies both within and outside the Township. As a result, fewer scheduling problems and fewer overlapping or conflicting projects are likely to occur. The CIP also serves to inform other local governments of planned capital activity, thus affording them an opportunity to coordinate related project funding and timing. By promoting intergovernmental communication, the CIP helps eliminate project duplication efforts. Capital projects therefore can be planned in conjunction with other government units to best serve the interests of the community as a whole rather than the interest of the Town.

A CIP Avoids Waste of Resources. With its multiyear focus, capital improvement programming helps to avoid costly errors resulting from citizen opposition to projects, failure to anticipate linkages with other projects or activities, or insufficient funding. Because capital projects are considered over several years, the Township is better able to forge consensus on the need for projects before funds are spent. The multiyear focus also encourages consideration of how different phases of a project must be scheduled, given available funding, in order to complete the project as planned. Finally, the CIP allows the Town to anticipate future facility needs and to develop a financing approach that meets those needs.

A CIP Helps to Ensure Financial Stability. By anticipating the fiscal resources that are necessary to pay for capital projects, the CIP can help to promote financial stability. Capital projects are prioritized and scheduled to fit within expected funding levels, thereby limiting the need for dramatic tax increases or unanticipated bond issues in any one year. In addition, by systematically addressing capital needs, the Township is less likely to be faced with the need to divert resources from other programs to make unanticipated capital expenditures.

Evaluating Capital Projects

Often the Township will find that the list of potential capital projects and purchases far exceeds the available funding. Yet, choosing among them is likely to be difficult. Capital projects are proposed to support different Township goals and often benefit particular constituent groups. A methodology is needed both to pare down the list of projects to an affordable level and to balance diverse and sometimes competing community values and needs. The following project evaluation criterion was developed for this purpose.

All capital improvement projects and equipment purchases will be evaluated on the criteria below with a priority factor of 0 to 5, with a priority factor of 0 being not at all and 5 being a very high priority. Each evaluation criteria is weighted based on importance. The priority factor is multiplied by the weight factor to arrive at a criteria score. The scores are added together to achieve a priority ranking.

Public Health & Safety: Weight Factor of 1.50. Does the project or purchase improve the wellbeing of the general public? A priority factor of zero would be it does not affect the wellbeing of the general public and a priority factor of 5 would be it very much affects the wellbeing of the general public.

Employee Health & Safety: Weight Factor of 1.25. Does the project or purchase improve the wellbeing of Township employees? A priority factor of zero would be it does not affect the wellbeing of employees and a priority factor of 5 would be it very much affects the wellbeing of employees.

Regulatory Mandate: Weight Factor of 1.50. Is the project or purchase required by a Federal, State, or other governing body mandate? A priority factor of zero would be there is no mandate requiring the project or purchase and a priority factor of 5 would be there is a current mandate. A rating in between would mean there is a mandate that will take place but there is a time period before the Township must comply.

Frequent Problem: Weight Factor of 1.25. Are there frequent problems or issues that require the project to be completed? Problems could be that the street requires frequent patching or equipment needs repairs or the design of something causes frequent accidents. A priority factor of zero would be no problems, while a priority rating of 5 would be frequent problems or issues.

Ability to Finance: Weight Factor of 1.00. Does the Township have the ability to pay for the project or equipment purchase? A priority factor of zero would mean there is no funding available to finance the project or purchase and a rating of 5 would mean the Township has the funds available to finance the project or purchase. Other items to consider would if funds are not currently available, how easily would it be to fund the project in the future?

Cost of the Project: Weight Factor of 1.00. What is the total cost of the project or equipment purchase? The higher the cost of the project the lower the priority factor rating would be. For example, a project costing $5,000 may have a priority factor of 5, where as a project costing $5,000,000 may have a rating of zero.

Generates Fees or Revenues: Weight Factor of 1.20. By constructing the project or purchasing the asset, can the Town generate funds? An example might be that construction of a gazebo in a park could generate rental of the park by the public thus bring funds into the Town's budget. Priority factor of zero would be no fees or revenues would be generated from the project or purchase and a rating of 5 would be a large amount of funds could be generated.

Generates Cost Savings: Weight Factor of 1.20. Does the project or purchase result in reduced expenditures for maintenance or repairs? For example repaving a street may result in reduced cost for patching material. The higher the cost savings the higher the priority factor would be.

Ongoing Operations Cost: Weight Factor of 1.00. Is there any ongoing future operation cost due to the project or purchase? For example, the construction of a new Township building would have annual electric and gas costs to operate the facility along with other operating costs. The priority factor would be a 5 for a project that has no impact on future operating costs and zero for a project or purchase that has a large future operating budget cost impact.

Age or condition of Existing: Weight Factor of 1.00. If the Township has an existing asset that is being replaced, what is the age or condition of the existing asset? A very old asset that is very poor condition would have a priority factor of 5.

Public Benefit: Weight Factor of 1.10. Does the project or purchase provide any benefit to the general public? For example, a street improvement project may provide better access to the area, which would be considered a public benefit, whereas the purchase of a public works pickup truck may not provide any public benefit. In the case of the example, the street project would receive a priority rating of a 5, whereas, the truck purchase would receive a zero priority rating.

Public Demand: Weight Factor of 1.25. Are the residents requesting the project be performed or the equipment purchased? For example, the residents in an area

of the Town may desire the purchase and installation of playground equipment in a park. A priority factor of 5 would be high public demand verses a zero for no public demand.

Synergy with Other Projects: Weight Factor of 1.10. Does the purchase or project enhance or influence other Township goals or projects? Projects or purchases that affect other projects or purchases would have a rating of 5 whereas; projects or purchases that stand-alone would be rated zero.

Strategic Goal: Weight Factor of 1.05. Does the project or purchase meet a strategic goal of the Township? An example would be if the Township has a goal to increase park use and the project was to build a park shelter/warming house, that project may receive a priority factor of 5 for meeting this goal.

Comprehensive Plan Component: Weight Factor of 1.05. Does the project or purchase help achieve a component of the Town's Comprehensive Plan? An example would be if an area of the Township that was deemed Commercial/Industrial/Retail and the project was for the Town to replace utility lines with oversized commercial utility lines to the area, that project would be rated a 5 as a priority factor.

It's important to note that the evaluation criteria above is to be used as a guide and a project that scores low might still be included in a given year based on project affordability and how it fits in with relationship to other projects.

White Bear Township's Ten-Year Capital Improvement Plan

The remainder of this document is the Township's ten-year CIP. The next four pages is a list of all projects and equipment planned for the next ten years and the revenue sources to fund each project or equipment purchase.

The rest of the document is the description of each project or equipment purchase proposed. These descriptions include the project name, priority ranking, project type, useful life, and the responsible department. This is followed by the project description and justification where the project or equipment purchase is described in detail. Next is the project costs (expenditures) and funding source section where each department/fund responsible for purchasing or paying for or funding the asset is provided. The next section is for describing any future operational impact the project or purchase will have on future budgets and/or where any other comments about the project or purchase can be provided. Future operational impacts that are projected to increase future expenditures are shown as positive numbers and those that will decrease future expenditures or provide additional revenue are shown in bracketed or as negative numbers. Finally, there is the project or equipment purchase priority ranking calculation. These sheets are filled out and provided for each project or asset purchased during the next ten-year cycle.

EXPENDITURES: Project Name	Page #	Priority Ranking	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Administration												
Replace Computer Servers	12	20.25	10,000			10,000				10,000		
Replace Desktop Computers & Monitors	13	20.25	8,750		6,300		6,300			6,300	6,300	
Replace Laptop Computers	14	34.25			6,000				6,000			
Software Upgrades	15	41.45	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Purchase Large Screen TV	16	31.75	2,000									
Administration Building Security System	17	22.70	6,000									
Replace Document Scanner	18	42.75	4,000			4,000						4,000
Replace/Purchase Office Furniture	19	18.25	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Town Buildings												
Replace/Purchase Cable/AV Equipment	20	18.70	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Replace Office Chairs	21	28.15		1,200		1,200		1,200		1,200		1,200
Repaint Administrative Building Interior	22	34.15	40,000									
Replace Administrative Building Carpet	23	34.15	30,000									
Replace Administrative Building Entrance Doors	24	36.55	25,000									
Reroof Administrative Building	25	29.85			30,000							
HVAC Improvments in the Administration Building	26	44.40			75,000							
Mill and Overlay/Reconst. Admin. Building Parking Lot	27	29.40	40,000									
Replace Administrative Building Retaining Wall	28	35.35	50,000									
Purchase Emergency Generator for Buildings	29	21.80	160,000									
Public Safety												
Replace Code Enforcement Vehicle	30	34.85					30,000					
Public Works												
Replace/Purchase Speed Control Signs	31	44.05					20,000					
Replace Trailers	32	34.45				30,000						
Replace Tractor	33	31.25					45,000					
Replace Toolcat	34	29.20						80,000				
Replace Skidsteers	35	31.95						80,000	65,000			
Replace Bobcat Tracks	36	18.10	4,200			4,200			4,200			4,200
Replace Brush Chipper	37	33.15			45,000							
Replace Pickup Trucks	38	24.75	30,000		50,000				50,000		50,000	
Replace Single Axle Dump/Plow Trucks	39	28.60		300,000	300,000						300,000	
Replace Dump/Utility Trucks	40	27.25				140,000						
Small Tools & Equipment	41	Varies	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Purchase Mini Excavator	42	24.55									100,000	
Replacement of Street Sweeper	43	34.65						300,000				

EXPENDITURES CONTINUED: Project Name	Page #	Priority Ranking	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Public Works Continued													
Replacement of Rounds Pickup Truck	44	27.50			65,000					30,000			
Replacement of Asphalt Hot Box	45	34.90		60,000									
Replace Lighting on Generator	46	33.65	1,500										
Replace Snow Plow Equipment	47	27.35	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
Purchase/Replace 800 Mghz Radios	48	45.00	18,710	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200
Purchase Clam Truck	49	25.80					100,000						
Construct Public Works Staging Area	50	18.25	35,000										
Replace Public Works Building Water Softener	51	23.75	5,500										
Public Works Garage Door Replacement	52	36.70	20,000										
Road and Bridge													
Replacement of Street Name Signs	53	27.60	28,000	210,000	62,000								
Park Maintenance													
Replace Zero Turn Mowers	54	34.65				30,000					30,000		
Purchase Large Pull Mower	55	32.30				30,000							
Replace Large Turf Mower	56	25.80			85,000						85,000		
Purchase Ballfield Grooming Machine	57	29.25	30,000										
Replace Rough Terrain Vehicle (RTV)	58	28.75					45,000						
Replacement of Park Refuse/Recycling Containers	59	25.05	13,000										
Purchase Security Cameras	60	29.50	6,000										
Replace Various Park Signs	61	27.35	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	
White Bear Parkway Trail Remarking	62	33.30		5,000									
Park Improvement Fund													
Bellaire Beach Improvements	63	17.05	60,000										
Rebuild Bellaire Park Tennis Courts/Inline Skate Area	64	29.30			30,000								
Columbia Park Parking Lot Replacement	65	27.90		200,000									
Birch Park Handicapped Accessibility Improve.	66	17.05	1,000										
Repair Ballfield Back Stops	67	35.90	5,000										
Park Trail Sealcoating	68	20.95	60,000										
Replace Playground Equipment at Manor Park	69	26.15						50,000					
Improve Playground Area/Surface at Columbia Park	70	28.40							80,000				
Replace Playground Equipment at Brandlewood Park	71	28.40	80,000										
Replace Playground Equipment at Mead Park	72	28.40				80,000							
Replace Playground Equipment at Otter Park	73	28.40								80,000			
Replace Summit Lane Dock	74	33.80						5,000					
Replace Red Pine Park Boardwalk	75	33.80							10,000				

EXPENDITURES CONTINUED: Project Name	Page #	Priority Ranking	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Park Acquisition Fund												
Bald Eagle Trail Development	76	33.30	100,000									
Bruce Vento Trail Development	77	31.80		100,000								
Buffalo Street Trail Development	78	33.30		150,000								
Centerville Road Trail Development/Reconstruct	79	33.30				300,000						
County Road H2 Trail Development	80	33.30	100,000					500,000				
Northeast Area Trail Development	81	33.30	30,000									
Fox Meadow Park Trail Development	82	33.30					110,000					
Brandlewood Park Trail Development	83	33.30							55,000			
Rutherford Park/Lake Links Trail Development	84	33.30	110,000									
Community (Polar Lakes) Park Fund												
Baseball Field Improvements	85	27.15	30,000	30,000	30,000							
Construct Exercise Court/Area	86	27.15	125,000									
Grandstand Construction	87	15.50									400,000	
Polar Lakes Park Soccer Field Restroom Construction	88	28.50	400,000									
Polar Lakes Park Soccer Field Restroom Construction	89	28.50		400,000								
Purchase Baseball Field #3 Scoreboard	90	20.40			15,000							
Replace Dugout Roofs	91	24.70	125,000									
Repair/Replace Signs	92	27.35									3,000	
General Polar Lakes Park Improvements	93	23.20	15,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000
Construct Amphitheatre/Band Shell	94	24.40			500,000							
Parking Lot Expansion	95	38.45				132,000						
Replace Playground Equipment	96	28.40			250,000							
Improvement Fund												
Road Mill and Overlay/Reconstruction Projects	97	36.20	3,200,000		3,100,000		4,300,000		2,600,000		2,500,000	
Sealcoat Projects	98	36.95	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Annual Curb Repair and Replacement	99	38.30	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Water Fund												
Well Pumphouse Improvements	100	30.35	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
Replace Water Meters	101	36.25	1,200,000									
Water Tower Painting - Hammond Road Tower	102	24.75	1,000,000									
Hydrant Rehabilitation	103	41.25	30,000									
Installation of Radio Read Devices	104	24.10						100,000	100,000			
Well Pump Rehabilitation	105	37.85		32,000		60,000		35,000			50,000	
GIS Integration of Township Infrastructure	106	30.35	250,000	25,000								

EXPENDITURES CONTINUED: Project Name	Page #	Priority Ranking	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Sewer Fund												
Replace Jet/Vac Truck	107	56.55				400,000						
Sanitary Sewer Lining Project	108	35.30				1,500,000						
Sanitary Sewer Inflitration Prevention Projects	109	46.40	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Rehabilitation of Lift Stations	110	31.20	250,000									
Sanitary Sewer Manhole Grouting	111	33.80	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Purchase Televising (Camera) Trailer	112	44.25	100,000									
Storm Water Utility Fund												
South Area Storm Water Improvements	113	28.20	500,000									
Replacement of Storm Water Culverts	114	29.30	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Storm Water Structure Repairs	115	36.75	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Pond/Ditch Cleaning	116	36.75	130,000	130,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Stillwater Street Drainage Improvements	117	31.35										500,000
Beaver Street Drainage Improvements	118	31.35					25,000					
Allendale Drive Ditch Cleaning	119	31.35	30,000									
Pioneer Lane Ditch Cleaning	120	31.35	50,000									
Lake and Overlake Avenue Drainage Pipe	121	41.20	40,000									
Otterview Trail Drainage Improvements	122	31.35						35,000				
Birch Road Drainage Improvements	123	35.45		30,000								
Total Expenditures			8,920,160	2,059,900	5,236,000	3,358,100	5,318,000	1,822,900	3,606,900	764,200	4,161,000	1,146,100
General Fund - Road & Bridge			28,000	235,000	62,000	0	0	0	0	0	0	0
General Fund - Park & Rec			22,500	8,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Park Acquisition Fund			240,000	250,000	0	150,000	110,000	500,000	55,000	0	0	0
Improvement Funds			960,000	160,000	935,000	160,000	1,235,000	160,000	810,000	160,000	785,000	160,000
Special Assessments			2,650,000	0	2,325,000	1,005,000	3,225,000	0	1,950,000	0	1,875,000	0
Community Park Improvement Fund			665,000	481,000	846,000	183,000	51,000	51,000	51,000	51,000	454,000	51,000
Park Improvement Fund			306,000	200,000	30,000	230,000	0	55,000	90,000	80,000	0	0
Water Fund			2,336,500	38,500	6,500	66,500	6,500	141,500	106,500	6,500	56,500	6,500
Sewer Fund			410,000	60,000	60,000	555,000	60,000	60,000	60,000	60,000	60,000	60,000
Storm Water Utility Fund			605,000	215,000	255,000	305,000	330,000	340,000	305,000	305,000	305,000	805,000
Capital Building Fund			411,500	0	105,000	0	0	0	0	0	0	0
Capital Equipment Fund			255,660	406,900	600,500	675,100	284,000	471,900	163,900	98,200	615,000	60,100
Trade-In/Salvage Value			0	5,000	7,500	25,000	13,000	40,000	12,000	0	7,000	0
Grants			30,000	0	0	0	0	0	0	0	0	0
Total Revenue Sources			8,920,160	2,059,900	5,236,000	3,358,100	5,318,000	1,822,900	3,606,900	764,200	4,161,000	1,146,100

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Computer Servers
Priority Ranking:	20.25
Project Type:	Computer/Software
Useful Life:	5 Years
Responsible Dept.:	Administration

Project Description & Justification:

Replace computer servers with new upgraded servers to improve efficiencies.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	10,000			10,000				10,000			30,000
Total	10,000	0	0	10,000	0	0	0	10,000	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	10,000			10,000				10,000			30,000
Total	10,000	0	0	10,000	0	0	0	10,000	0	0	30,000

Operational Impact/Other Comments:

The replacement of serves should not have an operational impact on the budget other than the annual equipment rental fee charged to the Administration Department in the General Fund.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			20.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Desktop Computers & Monitors
Priority Ranking:	20.25
Project Type:	Computer/Software
Useful Life:	5 Years
Responsible Dept.:	Administration

Project Description & Justification:

Replace the various desktop computer units and monitors (when necessary) to maintain the most current available technology.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	8,750		6,300		6,300			6,300	6,300		33,950
Total	8,750	0	6,300	0	6,300	0	0	6,300	6,300	0	33,950

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	8,750		6,300		6,300			6,300	6,300		33,950
Total	8,750	0	6,300	0	6,300	0	0	6,300	6,300	0	33,950

Operational Impact/Other Comments:

The replacement of desktop computers should not have an operational impact on the budget other than the annual equipment rental fee charged to the Administration and Public works Departments in the General Fund. The cost to replace a desktop computer is estimated at $1,000 and a monitor $300.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			20.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Laptop Computers
Priority Ranking:	34.25
Project Type:	Computer/Software
Useful Life:	5 Years
Responsible Dept.:	Administration

Project Description & Justification:

Replacing the laptop computers units in the various administrative offices to maintain the most current available technology. Also add laptops for staff out in the field to have access to electronic files and/or can complete files electronicly instead of on paper and then transfer to electronic files at a later time.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund			6,000				6,000				12,000
Total	0	0	6,000	0	0	0	6,000	0	0	0	12,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund			6,000				6,000				12,000
Total	0	0	6,000	0	0	0	6,000	0	0	0	12,000

Operational Impact/Other Comments:

The replacement of laptop computers should not have an operational impact on the budget other than the annual equipment rental fee charged to the Administration Department in the General Fund.
The addition of laptops in the field should save staff time.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration			200	200	200	200	200	200	200	200
Total	0	0	200	200	200	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	1	1.10
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Upgrade Software
Priority Ranking:	41.45
Project Type:	Office Equipment
Useful Life:	5 years
Responsible Dept.:	Administration

Project Description & Justification:

Upgrade Town various software applications to improve efficiencies and keep current.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	70,000
Total	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	70,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	70,000
Total	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	70,000

Operational Impact/Other Comments:

The software upgrade will allow for more online capabilities for residents and other to be more informed in to Town activities and to download forms, applications, and information. In addition the upgrades will allow staff to be more efficient.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration	700	700	700	700	700	700	700	700	700	700
Total	700	700	700	700	700	700	700	700	700	700

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			41.45

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Purchase Large Screen TV
Priority Ranking:	31.75
Project Type:	Office Equipment
Useful Life:	10 years
Responsible Dept.:	Administration

Project Description & Justification:

Purchase a large screen TV and wall mount for computer presentations in administrative office conference room.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	2,000										2,000
Total	2,000	0	0	0	0	0	0	0	0	0	2,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	2,000										2,000
Total	2,000	0	0	0	0	0	0	0	0	0	2,000

Operational Impact/Other Comments:

The only operational budget impact will be minor.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.75

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Administration Building Security System
Priority Ranking:	22.70
Project Type:	Office Equipment
Useful Life:	20 years
Responsible Dept.:	Administration

Project Description & Justification:

Purchase and install a security camera and panic alarms at the front counter of the administration building.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	6,000										6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	6,000										6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	5	6.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			22.70

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name: Replace Document Scanner
Priority Ranking: 42.75
Project Type: Office Equipment
Useful Life: 10 years
Responsible Dept.: Administration

Project Description & Justification:

Replace the Town's document scanner with a new more efficent scanner.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	4,000			4,000						4,000	12,000
Total	4,000	0	0	4,000	0	0	0	0	0	4,000	12,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	4,000			4,000						4,000	12,000
Total	4,000	0	0	4,000	0	0	0	0	0	4,000	12,000

Operational Impact/Other Comments:

A newer more efficent scanner will save staff time in scanning as the Town moves from paper document storage to electronic storage of current and future documents.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Administration		200	200	200	200	200	200	200	200	200
Total	0	200	200	200	200	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	4	4.40
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			42.75

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace/Purchase of Office Furniture
Priority Ranking:	18.25
Project Type:	Furniture
Useful Life:	15 years
Responsible Dept.:	Administration

Project Description & Justification:

The Township annually budgets for the replacement or purchase of office furniture to meet changing office demands and worn furniture

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000
Total	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000
Total	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000

Operational Impact/Other Comments:

The replacement of the office furniture should not have an operational impact on the budget other than the annual equipment rental fee charged to the Administration Department in the General Fund. The purchase of new furniture will increase the annual equipment rental fee

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration	133	133	133	133	133	133	133	133	133	133
Total	133	133	133	133	133	133	133	133	133	133

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			18.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace/Purchase Cable/AV Equipment
Priority Ranking:	18.70
Project Type:	Miscellaneous Equipment
Useful Life:	5 years
Responsible Dept.:	Town Buildings

Project Description & Justification:

Maintain cable/AV equipment within Heritage Hall with the most current and best technology available to maintain high quality broadcasting of Township meetings and events.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000
Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000
Total	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000

Operational Impact/Other Comments:

The future budget impact will depend greatly on the equipment purchased and whether it is replacing existing equipment or is new equipment. Therefore no future operating budget impact is estimated.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	2	2.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			18.70

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Office Chairs
Priority Ranking:	28.15
Project Type:	Office Equipment
Useful Life:	25 years
Responsible Dept.:	Administration

Project Description & Justification:

Replace old worn and/or broken office chairs.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund		1,200		1,200		1,200		1,200		1,200	6,000
Total	0	1,200	0	1,200	0	1,200	0	1,200	0	1,200	6,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund		1,200		1,200		1,200		1,200		1,200	6,000
Total	0	1,200	0	1,200	0	1,200	0	1,200	0	1,200	6,000

Operational Impact/Other Comments:

The replacement of the office chairs should not have an operational impact on the budget other than the annual equipment rental fee charged to the Administration Department in the General Fund.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Administration										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.15

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Repaint Administrative Building Interior
Priority Ranking:	34.15
Project Type:	Office Equipment
Useful Life:	15 years
Responsible Dept.:	Administration

Project Description & Justification:

Repaint the interior office building walls and ceilings which has numerous marks and cracks showing
The office building was constructed in 1996 and has not been repainted since.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	40,000										40,000
Total	40,000	0	0	0	0	0	0	0	0	0	40,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	40,000										40,000
Total	40,000	0	0	0	0	0	0	0	0	0	40,000

Operational Impact/Other Comments:

Replacing the office carpet has no operational impact for the Township.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	5	5.50
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.15

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Administrative Building Carpet
Priority Ranking:	34.15
Project Type:	Office Equipment
Useful Life:	15 years
Responsible Dept.:	Administration

Project Description & Justification:

Replace office carpet which is beginning to wear, fray and discolor in several areas.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Replacing the office carpet has no operational impact for the Township.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	5	5.50
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.15

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Administrative Building Entrance Doors
Priority Ranking:	36.55
Project Type:	Office Improvements
Useful Life:	15 years
Responsible Dept.:	Administration

Project Description & Justification:

Replace office entrance doors with handicapped accessible doors due to the current doors being badly weathered and rotting. The current doors are not handicapped accessible.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	25,000										25,000
Total	25,000	0	0	0	0	0	0	0	0	0	25,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	25,000										25,000
Total	25,000	0	0	0	0	0	0	0	0	0	25,000

Operational Impact/Other Comments:

The automatic door opening equipment will need regular maintenance.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
		150	150	150	150	150	150	150	150	150
Total	0	150	150	150	150	150	150	150	150	150

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	2	3.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.55

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Reroof Administration Building
Priority Ranking:	29.85
Project Type:	Office Improvements
Useful Life:	25 years
Responsible Dept.:	Administration

Project Description & Justification:

Replace the shingled roof on the Township's administration building

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund			30,000								30,000
Total	0	0	30,000	0	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund			30,000								30,000
Total	0	0	30,000	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

The reroofing of the administrative building should have no future operational impact.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.85

Project Name: HVAC Improvements in Administration Building
Priority Ranking: 44.40
Project Type: Office Improvements
Useful Life: 25 years
Responsible Dept.: Administration

Project Description & Justification:

Replace the heating and air conditioning system in the administrative building.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Building Fund			75,000								75,000
Total	0	0	75,000	0	0	0	0	0	0	0	75,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Building Fund			75,000								75,000
Total	0	0	75,000	0	0	0	0	0	0	0	75,000

Operational Impact/Other Comments:

Replacing the heating and air conditioning systems with an energy efficient system would reduce future heating and cooling cost (natural gas and electric).

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	1	1.50
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			44.40

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Mill and Overlay/Reconstruct Parking Lot at Administrative Building
Priority Ranking:	29.40
Project Type:	Building Improvements
Useful Life:	20 years
Responsible Dept.:	Town Buildings

Project Description & Justification:

Mill and overlay or reconstruct the parking lot at the Town's administrative offices.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	40,000										40,000
Total	40,000	0	0	0	0	0	0	0	0	0	40,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	40,000										40,000
Total	40,000	0	0	0	0	0	0	0	0	0	40,000

Operational Impact/Other Comments:

Short term would reduce crack sealing and patching costs but would require
a sealcoat project in about 5 years and future crack sealing and patching.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Town Buildings										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.40

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Administration Building Retaining Wall
Priority Ranking:	35.35
Project Type:	Building Improvements
Useful Life:	50 years
Responsible Dept.:	Town Buildings

Project Description & Justification:

Replace existing block retaining wall which has been eroded by road salt over the years with a more durable concrete retaining wall.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	50,000										50,000
Total	50,000	0	0	0	0	0	0	0	0	0	50,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	50,000										50,000
Total	50,000	0	0	0	0	0	0	0	0	0	50,000

Operational Impact/Other Comments:

Operational impacts would be minimual.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Town Buildings										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	5	5.50
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			35.35

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Purchase Emergency Generator for Administration and Public Works Buildings
Priority Ranking:	21.80
Project Type:	Building Improvements
Useful Life:	20 years
Responsible Dept.:	Town Buildings

Project Description & Justification:

Purchase and install an emergency power generator for the Town's administration and public works building which would allow the buildings to function as an Emergency Operations Center in times of natural catastrophes, as recommended by the Ramsey County Emergency Manager.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	160,000										160,000
Total	160,000	0	0	0	0	0	0	0	0	0	160,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	160,000										160,000
Total	160,000	0	0	0	0	0	0	0	0	0	160,000

Operational Impact/Other Comments:

There would be an annual operating and maintenance costs related to fuel to exercise the generator on a regular basis and annual preventative maintenance.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Town Buildings		900	900	900	900	900	900	900	900	900
Total	0	900	900	900	900	900	900	900	900	900

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			21.80

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Code Enforcement Vehicle
Priority Ranking:	34.85
Project Type:	Miscellaneous Equipment
Useful Life:	7 years
Responsible Dept.:	Code Enforcement

Project Description & Justification:

Replace the code enforcement vehicle.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund					30,000						30,000
Total	0	0	0	0	30,000	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund					30,000						30,000
Total	0	0	0	0	30,000	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Will reduce repair maintenance costs.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Fund - Police & Animal Control					500	500	500	200	200	100
Total	0	0	0	0	500	500	500	200	200	100

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	5	6.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	1	1.20
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.85

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace/Purchase Speed Control/Message Boards
Priority Ranking:	44.05
Project Type:	Miscellaneous Equipment
Useful Life:	15 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Purchase speed control/message board signs to place around the Town to provide notice of Town events, street or utility repair projects, other important information, and vehicle speeds .

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund					20,000						20,000
Total	0	0	0	0	20,000	0	0	0	0	0	20,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund					20,000						20,000
Total	0	0	0	0	20,000	0	0	0	0	0	20,000

Operational Impact/Other Comments:

Future budget impact will be the equipment rental charge and some minor maintenance.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works						500	500	500	500	500
Total	0	0	0	0	0	500	500	500	500	500

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			44.05

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Trailers
Priority Ranking:	34.45
Project Type:	Miscellaneous Equipment
Useful Life:	15 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Replace the various public works trailers used to haul various pieces of equipment to different job sites during the work day. In 2018 replace the trailer used to transport mowers to various Township properties for turf maintenance. In 2022 replace the trailer used to transport skid steers to various work sites.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				30,000							30,000
Total	0	0	0	30,000	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				25,000							25,000
Trade-in/Salvage Value				5,000							5,000
Total	0	0	0	30,000	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	2	3.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.45

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Tractor
Priority Ranking:	31.25
Project Type:	Equipment Equipment
Useful Life:	15 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Replace existing John Deere 4720 tractor with a tractor with more horsepower to accommodate a large pull behind mower.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund					45,000						45,000
Total	0	0	0	0	45,000	0	0	0	0	0	45,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund					42,000						42,000
Trade-in/Salvage Value					3,000						3,000
Total	0	0	0	0	45,000	0	0	0	0	0	45,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Toolcat
Priority Ranking:	29.20
Project Type:	Equipment Equipment
Useful Life:	10 Years
Responsible Dept.:	Public Works

Project Description & Justification:

The current Toolcat (RTV) was purchased in 2013. The proposed replacement is timed so repair/maintenance costs are minimized and still have considerable trade-in value.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund						80,000					80,000
Total	0	0	0	0	0	80,000	0	0	0	0	80,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund						60,000					60,000
Trade-in/Salvage Value						20,000					20,000
Total	0	0	0	0	0	80,000	0	0	0	0	80,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.20

Project Name:	Replace Skidsteers
Priority Ranking:	31.95
Project Type:	Equipment Equipment
Useful Life:	10 Years
Responsible Dept.:	Public Works

Project Description & Justification:

The current skidsteers were both purchased in 2014 and are proposed for replacement to minimize repairs and maximize trade-in/salvage values

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund						80,000	65,000				145,000
Total	0	0	0	0	0	80,000	65,000	0	0	0	145,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund						60,000	55,000				115,000
Trade-in/Salvage Value						20,000	10,000				30,000
Total	0	0	0	0	0	80,000	65,000	0	0	0	145,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	5	6.25
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.95

Project Name: Replace Bobcat Tracks
Priority Ranking: 18.10
Project Type: Public Works Equipment
Useful Life: 2 Years
Responsible Dept.: Public Works

Project Description & Justification:

Replace tracks on the Township's Bobcat due to wear and tear.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	4,200			4,200			4,200			4,200	16,800
Total	4,200	0	0	4,200	0	0	4,200	0	0	4,200	16,800

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	4,200			4,200			4,200			4,200	16,800
Total	4,200	0	0	4,200	0	0	4,200	0	0	4,200	16,800

Operational Impact/Other Comments:

Replacement of the tracks could reduce repairs on the tracks of the Bobcat.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Capital Equipment Fund		50	25		50	25		50	25	
Total	0	50	25	0	50	25	0	50	25	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			18.10

Project Name:	Replace Brush Chipper
Priority Ranking:	33.15
Project Type:	Public Works Equipment
Useful Life:	15 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Replace the Town's brush chipper used in tree trimming with the wood chips used for trail improvements or made available to residents.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund			45,000								45,000
Total	0	0	45,000	0	0	0	0	0	0	0	45,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund			44,500								44,500
Trade-in/Salvage Value			500								500
Total	0	0	45,000	0	0	0	0	0	0	0	45,000

Operational Impact/Other Comments:

This purchase should have little to no impact on future operations.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	1	1.20
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			33.15

Project Name: Replace Pickup Trucks
Priority Ranking: 24.75
Project Type: Public Works Equipment
Useful Life: 10 Years
Responsible Dept.: Public Works

Project Description & Justification:

Replace the Town's various pickup trucks used in every day public works operations. All trucks will be undercoated, have spray lined boxes, and seat covers. The 2019 truck (#32) will have a lift gate and snowplow equipment.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	30,000		50,000				50,000		50,000		180,000
Total	30,000	0	50,000	0	0	0	50,000	0	50,000	0	180,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	30,000		48,000				48,000		48,000		174,000
Trade-in/Salvage Value			2,000				2,000		2,000		6,000
Total	30,000	0	50,000	0	0	0	50,000	0	50,000	0	180,000

Operational Impact/Other Comments:

This purchase should have little to no impact on future operations.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			24.75

Project Name: Replace Single Axle Dump/Plow Trucks
Priority Ranking: 28.60
Project Type: Public Works Equipment
Useful Life: 15 Years
Responsible Dept.: Public Works

Project Description & Justification:

In 2020 replace a 2005 single axle truck (#49) with a tandem dumptruck, which will allow the Town to have the ability to haul heavier, larger loads.
In 2021 replace the 2006 single axle dump truck (#41) with another single axle truck due to age and condition of the 2006 truck.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund		300,000	300,000						300,000		900,000
Total	0	300,000	300,000	0	0	0	0	0	300,000	0	900,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund		295,000	295,000						295,000		885,000
Trade-in/Salvage Value		5,000	5,000						5,000		15,000
Total	0	300,000	300,000	0	0	0	0	0	300,000	0	900,000

Operational Impact/Other Comments:

This purchase should reduce repair costs on future operations.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Public Works		1,000	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800
Total	0	1,000	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.60

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Dump/Utility Trucks
Priority Ranking:	27.25
Project Type:	Public Works Equipment
Useful Life:	8 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Replace the Town's various medium size dump/utility trucks used in every day public works including snow and ice control on narrow streets located in the Township and tow street maintenance equipment and haul materials.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				140,000							140,000
Total	0	0	0	140,000	0	0	0	0	0	0	140,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				125,000							125,000
Trade-in/Salvage Value				15,000							15,000
Total	0	0	0	140,000	0	0	0	0	0	0	140,000

Operational Impact/Other Comments:

This purchase should reduce repair costs on future operations.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works					600	600	600	600	600	600
Total	0	0	0	0	600	600	600	600	600	600

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	1	1.10
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Small Tools and Equipment
Priority Ranking:	Varies
Project Type:	Public Works Equipment
Useful Life:	Varies
Responsible Dept.:	Public Works

Project Description & Justification:

Purchare or replace small tools and equipment, which costs less than $5,000 and are not routine.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Total	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Total	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000

Operational Impact/Other Comments:

Minimal operating costs.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	0	0.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			Varies

Project Name: Purchase Mini Excavator
Priority Ranking: 24.55
Project Type: Public Works Equipment
Useful Life: 15 Years
Responsible Dept.: Public Works

Project Description & Justification:

Purchase a mini excavator which would provide operational efficiencies by having the unit available for storm water, water, and sewer maintenance activities. The Town currently rents this equipment, but the frequency and cost of renting the equipment justifies this purchase.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund									100,000		100,000
Total	0	0	0	0	0	0	0	0	100,000	0	100,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund									100,000		100,000
Total	0	0	0	0	0	0	0	0	100,000	0	100,000

Operational Impact/Other Comments:

Reduces the cost of renting equipment and cost savings of sending staff to rent and return the equipment.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Public Works									1,000	1,000
Total	0	0	0	0	0	0	0	0	1,000	1,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	1	1.20
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	4	4.20
Comprehensive Plan Component	1.05	0	0.00
Total Score			24.55

Project Name: Replacement of Street Sweeper
Priority Ranking: 34.65
Project Type: Public Works Equipment
Useful Life: 15 Years
Responsible Dept.: Public Works

Project Description & Justification:

Replace existing sweeper due to it's age and ability to obtain repair parts. A new sweeper would provide better pickup of sweepings which in turn would improve storm water runoff (a MS4 permit goal). The MS4 permit requires sweeping in the spring and fall each year.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund						300,000					300,000
Total	0	0	0	0	0	300,000	0	0	0	0	300,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund						300,000					300,000
Total	0	0	0	0	0	300,000	0	0	0	0	300,000

Operational Impact/Other Comments:

Reduces the cost of repairing old equipment.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Public Works						1,000	1,000	1,000	1,000	1,000
Total	0	0	0	0	0	1,000	1,000	1,000	1,000	1,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	5	6.25
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	4	4.20
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.65

Project Name: Replacement of Rounds Pickup Truck
Priority Ranking: 27.50
Project Type: Public Works Equipment
Useful Life: 5 Years
Responsible Dept.: Public Works

Project Description & Justification:

Replace the existing rounds pickup truck and utility box, which is used daily to check on wells, lift stations, performs utility locates, inspections and water turn on and off requests. This vehicle is also used occasionally on evenings and weekends for emergency utility callouts. Since it is used the most and has most miles the replacement schedule is shorter than other vehicles.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund			65,000					30,000			95,000
Total	0	0	65,000	0	0	0	0	30,000	0	0	95,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund			65,000					30,000			95,000
Total	0	0	65,000	0	0	0	0	30,000	0	0	95,000

Operational Impact/Other Comments:

Reduces the cost of repairing old equipment.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Public Works			1,000	1,000	1,000	1,000	1,000	500	1,000	1,000
Total	0	0	1,000	1,000	1,000	1,000	1,000	500	1,000	1,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	1	1.20
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.50

Project Name: Replace Asphalt Hot Box
Priority Ranking: 34.90
Project Type: Public Works Equipment
Useful Life: 20 Years
Responsible Dept.: Public Works

Project Description & Justification:

Replace the current asphalt hot box with a new hot box.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund		60,000									60,000
Total	0	60,000	0	0	0	0	0	0	0	0	60,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund		60,000									60,000
Total	0	60,000	0	0	0	0	0	0	0	0	60,000

Operational Impact/Other Comments:

No operational impact as there is very little mechanical parts.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.90

Project Name: Replace Lighting on Generator
Priority Ranking: 33.65
Project Type: Public Works Equipment
Useful Life: 10 Years
Responsible Dept.: Public Works

Project Description & Justification:

Replace the current lighting on the large generator with LED lighting.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	1,500										1,500
Total	1,500	0	0	0	0	0	0	0	0	0	1,500

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund	1,500										1,500
Total	1,500	0	0	0	0	0	0	0	0	0	1,500

Operational Impact/Other Comments:

Lights will need to be replaced periodicaly.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Public Works										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			33.65

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Snow Plow Equipment
Priority Ranking:	40.75
Project Type:	Snow Plow Equipment
Useful Life:	5 Years
Responsible Dept.:	Snow and Ice

Project Description & Justification:

Purchase and replace pickup and single axle snow plow equipment that has become inoperable due to use over time.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000

Operational Impact/Other Comments:

Future operational impacts is the purchase of the snow plow equipment each year.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Capital Equipment Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			40.75

Project Name:	Purchase/Replace 800 Mghz Radios
Priority Ranking:	27.35
Project Type:	Public Works Equipment
Useful Life:	5 Years
Responsible Dept.:	Public Works

Project Description & Justification:

In 2019 replace existing 800 MHz radios with new ones.
2020 through 2028 add additional radios and begin replacing existing radios to keep current with technology.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	18,710	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	56,510
Total	18,710	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	56,510

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	18,710	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	56,510
Total	18,710	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	56,510

Operational Impact/Other Comments:

These radios require annual fees for air frequency licensing.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Public Works	600	600	600	600	600	600	600	600	600	600
Total	600	600	600	600	600	600	600	600	600	600

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	1	1.50
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.35

Project Name: Purchase Clam Truck
Priority Ranking: 25.80
Project Type: Public Works Equipment
Useful Life: 15 Years
Responsible Dept.: Public Works

Project Description & Justification:

This purchase would allow the Township a more efficient way to pick up storm debris, reducing pontential injuries by using a clam bucket to pick up brush and tree limbs.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund					100,000						100,000
Total	0	0	0	0	100,000	0	0	0	0	0	100,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund					100,000						100,000
Total	0	0	0	0	100,000	0	0	0	0	0	100,000

Operational Impact/Other Comments:

There would be a small increase in the Public Works budget for routine maintnenance of the vehicle. However, the truck would allow the Town to haul brush and tree debris away instead of chipping it, which would reduce staff time, improve staff saftey and extend the life of the brush chipping equipment.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund					500	500	500	500	500	500
Total	0	0	0	0	500	500	500	500	500	500

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	1	1.20
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			25.80

Project Name: Construct Public Work Staging Area
Priority Ranking: 18.25
Project Type: Public Works Improvements
Useful Life: 30 Years
Responsible Dept.: Public Works

Project Description & Justification:

Develop and construct a new area for the staging and storage of materials used in various public works projects. Improvements would include fencing to prevent miscellaneous dumping and site security.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Building Fund	35,000										35,000
Total	35,000	0	0	0	0	0	0	0	0	0	35,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Building Fund	35,000										35,000
Total	35,000	0	0	0	0	0	0	0	0	0	35,000

Operational Impact/Other Comments:

Increase of Town Building budget for repair of fencing.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund Town Buildings		200	200	200	200	200	200	200	200	200
Total	0	200	200	200	200	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			18.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Public Works Building Water Softener
Priority Ranking:	23.75
Project Type:	Public Works Improvements
Useful Life:	20 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Replace the water softener in the public works building.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	5,500										5,500
Total	5,500	0	0	0	0	0	0	0	0	0	5,500

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	5,500										5,500
Total	5,500	0	0	0	0	0	0	0	0	0	5,500

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund Town Buildings										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	4	5.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			23.75

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Public Works Garage Door Replacement
Priority Ranking:	36.70
Project Type:	Public Works Improvements
Useful Life:	12 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Replace 3 existing garage doors that are used multiple times daily during the work week. The door components are becoming worn and obselete, so long-term repairs are becoming difficult.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	20,000										20,000
Total	20,000	0	0	0	0	0	0	0	0	0	20,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Building Fund	20,000										20,000
Total	20,000	0	0	0	0	0	0	0	0	0	20,000

Operational Impact/Other Comments:

Small impact on reduced repair maintenance costs

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund Town Buildings	300	300	300	300	300	300	300	300	300	300
Total	300	300	300	300	300	300	300	300	300	300

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	5	6.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.70

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Existing Street Name Signs
Priority Ranking:	27.60
Project Type:	Street Infrastructure
Useful Life:	30 Years
Responsible Dept.:	Road and Bridge

Project Description & Justification:

The existing signs are nearing the end of their useful life. Staff is waiting for an update on the retro reflectivity mandate, requiring the replacement of all street name signs, proposed for 2018. The signs will have to be 9" blades, which will be significantly larger than the existing blades and will require larger sign posts.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
General Fund - Road & Bridge	28,000	210,000	62,000								300,000
Total	28,000	210,000	62,000	0	0	0	0	0	0	0	300,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
General Fund - Road & Bridge	28,000	210,000	62,000								300,000
Total	28,000	210,000	62,000	0	0	0	0	0	0	0	300,000

Operational Impact/Other Comments:

The replacement signs due to vandalism, theft, or vehicle accidents would be more costly than the current signs.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Road & Bridge		1,000	1,000	800	800	800	800	800	800	800
Total	0	1,000	1,000	800	800	800	800	800	800	800

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.60

Project Name: Replace Zero Turn Mower
Priority Ranking: 34.65
Project Type: Public Works Equipment
Useful Life: 6 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace an existing mower that was benne in use for over 6 years maintaining turf at various parks, Township easements, and right-of-ways.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund				30,000					30,000		60,000
Total	0	0	0	30,000	0	0	0	0	30,000	0	60,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund				30,000					30,000		60,000
Trade-in/Salvage Value											0
Total	0	0	0	30,000	0	0	0	0	30,000	0	60,000

Operational Impact/Other Comments:

Replacement of this older piece of equipment should reduce maintenance costs.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Parks						3,000	2,500	1,500		
Total	0	0	0	0	0	3,000	2,500	1,500	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			34.65

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Purchase Large Pull Mower
Priority Ranking:	32.30
Project Type:	Park Equipment
Useful Life:	10 Years
Responsible Dept.:	Parks

Project Description & Justification:

Purchase a large pull behind mower to use behind the Town's John Deere tractor. The mower would be used to maintain the large grass areas of Town property, such as, Benson Airport.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				30,000							30,000
Total	0	0	0	30,000	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				30,000							30,000
Total	0	0	0	30,000	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Would reduce mowing expenses by reducing the tiime spent mowing these areas with a smaller mower.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.				250	250	250	250	250	250	250
Total	0	0	0	250	250	250	250	250	250	250

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			32.30

Project Name: Replace Large Turf Mower
Priority Ranking: 25.80
Project Type: Park Equipment
Useful Life: 6 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace the Town's large turf mower, which is used to mow Town parks, and other public areas.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund			85,000						85,000		170,000
Total	0	0	85,000	0	0	0	0	0	85,000	0	170,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund			85,000						85,000		170,000
Trade-in/Salvage Value											0
Total	0	0	85,000	0	0	0	0	0	85,000	0	170,000

Operational Impact/Other Comments:

Reduce maintenance repair costs as newer equipment needs less repair.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.				250	250	250	250	250	250	250
Total	0	0	0	250	250	250	250	250	250	250

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	4	4.20
Comprehensive Plan Component	1.05	0	0.00
Total Score			25.80

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Purchase Ballfield Grooming Machine
Priority Ranking:	29.25
Project Type:	Park Equipment
Useful Life:	10 Years
Responsible Dept.:	Parks

Project Description & Justification:

Purchase a ballfield grooming machine so the Township can reduce its reliance on the school district for field preperation

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

The operational impact would be reduced contractual expenditures but increased personnel expenditures.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	4	4.20
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.25

Project Name: Replace Rough Terrain Vehicle (RTV)
Priority Ranking: 28.75
Project Type: Park Equipment
Useful Life: 12 Years
Responsible Dept.: Parks

Project Description & Justification:

Replacement of the Town's Kubota RTV with a similar type machine. The RTV would have a fully enclosed cub. The RTV is used primarily in Row parks for refuse removal, irrigation repairs, and to tansport and apply weed control.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund					45,000						45,000
Total	0	0	0	0	45,000	0	0	0	0	0	45,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Capital Equipment Fund					35,000						35,000
Trade-in/Salvage Value					10,000						10,000
Total	0	0	0	0	45,000	0	0	0	0	0	45,000

Operational Impact/Other Comments:

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	0	0.00
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.75

Project Name: Replacement of Park Refuse/Recycling Containers
Priority Ranking: 25.05
Project Type: Park Equipment
Useful Life: 15 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace existing park trash/recycling containers due to age. New containers will be placed on a concrete pad within the parks.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	13,000										13,000
Total	13,000	0	0	0	0	0	0	0	0	0	13,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
General Fund - Park & Rec.	13,000										13,000
Total	13,000	0	0	0	0	0	0	0	0	0	13,000

Operational Impact/Other Comments:

Replacement of existing containers will have no future operational impact.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			25.05

Project Name: Purchase Security Cameras
Priority Ranking: 29.50
Project Type: Park Equipment
Useful Life: 15 Years
Responsible Dept.: Parks

Project Description & Justification:

Add additional video cameras to the park for security servailance.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	6,000										6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
General Fund - Park & Rec.	6,000										6,000
Total	6,000	0	0	0	0	0	0	0	0	0	6,000

Operational Impact/Other Comments:

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.50

Project Name: Replace Various Park Signs
Priority Ranking: 27.35
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Park

Project Description & Justification:

replace old outdated park signs

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000
Total	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
General Fund - Park & Rec.	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000
Total	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	35,000

Operational Impact/Other Comments:

Will have minor impacts on future operating budgets.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.35

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	White Bear Parkway Trail Remarking
Priority Ranking:	33.30
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Paint a strip for a bike/walk lane along White Bear Parkway.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation		5,000									5,000
Total	0	5,000	0	0	0	0	0	0	0	0	5,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
General Fund - Park & Rec.		5,000									5,000
Total	0	5,000	0	0	0	0	0	0	0	0	5,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.		25	25	25	25	25	25	25	25	25
Total	0	25	25	25	25	25	25	25	25	25

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Bellaire Beach Improvements
Priority Ranking:	17.05
Project Type:	Park Improvement
Useful Life:	15 Years
Responsible Dept.:	Parks

Project Description & Justification:

Rehabilitate the existing beach house by replacing roof, doors, door frames, bathroom partitions, plumbing in 2018 and providing erosion control in the beach area. In 2019 rehabilitate the parking lots.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation	60,000										60,000
Total	60,000	0	0	0	0	0	0	0	0	0	60,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund	60,000										60,000
Capital Building Fund											0
Total	60,000	0	0	0	0	0	0	0	0	0	60,000

Operational Impact/Other Comments:

Will have very little operational impact.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			17.05

Project Name: Rebuild Bellaire Park Tennis Courts/Inline Skating Area
Priority Ranking: 29.30
Project Type: Park Improvement
Useful Life: 30 Years
Responsible Dept.: Parks

Project Description & Justification:

Repair fencing, replace fence mesh, and resurface of tennis courts/inline skating area at Bellaire Park.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation			30,000								30,000
Total	0	0	30,000	0	0	0	0	0	0	0	30,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Improvement Fund			30,000								30,000
Total	0	0	30,000	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Operational impact would include minor surface patching and fence maintenance.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.			150	150	150	150	150	150	150	150
Total	0	0	150	150	150	150	150	150	150	150

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Columbia Park Parking Lot Replacement & Expansion
Priority Ranking:	27.90
Project Type:	Park Improvement
Useful Life:	25 Years
Responsible Dept.:	Parks

Project Description & Justification:

Expand and reconstruct the existing parking lot at Columbia park by removing center islands and possibly expanding the parking lot to the east, expand existing concrete curbing and reclaiming existing asphalt.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation		200,000									200,000
Total	0	200,000	0	0	0	0	0	0	0	0	200,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund		200,000									200,000
Total	0	200,000	0	0	0	0	0	0	0	0	200,000

Operational Impact/Other Comments:

Will need to be sealcoated in 7 years and other minor repairs as needed..

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	2	2.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.90

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Birch Park Handicapped Accessibility Improvements
Priority Ranking:	17.05
Project Type:	Park Improvements
Useful Life:	15 Years
Responsible Dept.:	Parks

Project Description & Justification:

Improve the handicapped accessibility at Birch Park

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation	1,000										1,000
Total	1,000	0	0	0	0	0	0	0	0	0	1,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund	1,000										1,000
Total	1,000	0	0	0	0	0	0	0	0	0	1,000

Operational Impact/Other Comments:

Will have minor impacts on future operating budgets.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			17.05

Project Name: Repair Ballfield Back Stops
Priority Ranking: 35.90
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Parks

Project Description & Justification:

Repair baseball/softball back stops at the various Town parks

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	5,000										5,000
Total	5,000	0	0	0	0	0	0	0	0	0	5,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Improvement Fund	5,000										5,000
Total	5,000	0	0	0	0	0	0	0	0	0	5,000

Operational Impact/Other Comments:

Minor maintenance will be required from time to time on the back stops.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.		50	50	50	50	50	50	50	50	50
Total	0	50	50	50	50	50	50	50	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			35.90

Project Name: Park Trail Sealcoating
Priority Ranking: 20.95
Project Type: Park Improvement
Useful Life: 8 Years
Responsible Dept.: Parks

Project Description & Justification:

Sealcoat the various trails within the Town's parks and trail system with a more durable surfacing material. The 2019 project would include the trail that runs along White Bear Parkway, Township Parkway, Hammond Road and in Polar Lakes Park and the trail along Centerville Road and Highway 96.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	60,000										60,000
Total	60,000	0	0	0	0	0	0	0	0	0	60,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Improvement Fund	60,000										60,000
Total	60,000	0	0	0	0	0	0	0	0	0	60,000

Operational Impact/Other Comments:

Regular sealcoat treatment prolongs the life of the trial and should be performed every 8 years.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	1	1.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	1	1.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			20.95

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Playground Equipment at Manor Park
Priority Ranking:	26.15
Project Type:	Park Improvements
Useful Life:	20 Years
Responsible Dept.:	Parks

Project Description & Justification:

Replace and upgrade playground equipment, replace border with concrete curbs, engineered wood fiber play surface, and handicapped accessibility at Manor Park.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation						50,000					50,000
Total	0	0	0	0	0	50,000	0	0	0	0	50,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund						50,000					50,000
Total	0	0	0	0	0	50,000	0	0	0	0	50,000

Operational Impact/Other Comments:

Replacement of playground equipment will reduce maintenance cost on future operating budgets.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.							150	75	50	50
Total	0	0	0	0	0	0	150	75	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			26.15

Project Name: Improve Playground Area at Columbia Park
Priority Ranking: 28.40
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace existing plastic wood playground border with standing concrete curbing.
Replace the four (4) exisiting park benches with surface mounted benches on concrete pads.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation							80,000				80,000
Total	0	0	0	0	0	0	80,000	0	0	0	80,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Improvement Fund							80,000				80,000
Total	0	0	0	0	0	0	80,000	0	0	0	80,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.		150	150	150	150	150	150	150	150	150
Total	0	150	150	150	150	150	150	150	150	150

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.40

Project Name: Improve Playground Area at Brandlewood Park
Priority Ranking: 28.40
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace existing plastic wood playground border with standing concrete curbing.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	80,000										80,000
Total	80,000	0	0	0	0	0	0	0	0	0	80,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Improvement Fund	80,000										80,000
Total	80,000	0	0	0	0	0	0	0	0	0	80,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.		100	100	100	100					
Total	0	100	100	100	100	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.40

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Playground Equipment at Mead Park
Priority Ranking:	28.40
Project Type:	Park Improvements
Useful Life:	20 Years
Responsible Dept.:	Parks

Project Description & Justification:

Replace and upgrade playground equipment at Mead Park

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation				80,000							80,000
Total	0	0	0	80,000	0	0	0	0	0	0	80,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund				80,000							80,000
Total	0	0	0	80,000	0	0	0	0	0	0	80,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.40

Project Name: Replace Playground Equipment at Otter Park
Priority Ranking: 28.40
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace and upgrade playground equipment, replace border with concrete curbs, engineered wood fiber play surface, and handicapped accessibility at Otter Park.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation								80,000			80,000
Total	0	0	0	0	0	0	0	80,000	0	0	80,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Improvement Fund								80,000			80,000
Total	0	0	0	0	0	0	0	80,000	0	0	80,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.					150	75	50	0	0	0
Total	0	0	0	0	150	75	50	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.40

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Summit Lane Dock
Priority Ranking:	33.80
Project Type:	Park Improvements
Useful Life:	20 Years
Responsible Dept.:	Parks

Project Description & Justification:

Replace the dock at Summit Lane on White Bear Lake due to age of current dock.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation						5,000					5,000
Total	0	0	0	0	0	5,000	0	0	0	0	5,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund						5,000					5,000
Total	0	0	0	0	0	5,000	0	0	0	0	5,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.							150	75	50	50
Total	0	0	0	0	0	0	150	75	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			33.80

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Red Pine Park Boardwak
Priority Ranking:	33.80
Project Type:	Park Improvements
Useful Life:	20 Years
Responsible Dept.:	Parks

Project Description & Justification:

Replace the boardwalk in Red Pine Park.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation							10,000				10,000
Total	0	0	0	0	0	0	10,000	0	0	0	10,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Improvement Fund							10,000				10,000
Total	0	0	0	0	0	0	10,000	0	0	0	10,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.								75	50	50
Total	0	0	0	0	0	0	0	75	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			33.80

Project Name: Bald Eagle Trail Development
Priority Ranking: 33.30
Project Type: Trail Improvements
Useful Life: 30 Years
Responsible Dept.: Parks

Project Description & Justification:

Develop and construct an off road or on the shoulder trail on East and West Bald Eagle Boulevard, which will require both Town Board and Ramsey County Board approval.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	100,000										100,000
Total	100,000	0	0	0	0	0	0	0	0	0	100,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Acquisition Fund	100,000										100,000
Total	100,000	0	0	0	0	0	0	0	0	0	100,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.		100	100	100	100	100	100	100	100	100
Total	0	100	100	100	100	100	100	100	100	100

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Bruce Vento Trail Development
Priority Ranking:	31.80
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Develop and construct that continues and links the regional Bruce Vento Trail System.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation		100,000									100,000
Total	0	100,000	0	0	0	0	0	0	0	0	100,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Acquisition Fund		100,000									100,000
Total	0	100,000	0	0	0	0	0	0	0	0	100,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.			50	50	50	50	50	50	50	50
Total	0	0	50	50	50	50	50	50	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			31.80

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Buffalo Street Trail Development
Priority Ranking:	33.30
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Develop and construct an off road or expanded road shoulder trail along Buffalo Street.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation		150,000									150,000
Total	0	150,000	0	0	0	0	0	0	0	0	150,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Acquisition Fund		150,000									150,000
Total	0	150,000	0	0	0	0	0	0	0	0	150,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.			50	50	50	50	50	50	50	50
Total	0	0	50	50	50	50	50	50	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Centerville Road Trail Development
Priority Ranking:	33.30
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Reconstruct existing trail and extend the trail along Centerville Road. This could be either off the road or an expanded shoulder trail.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation				300,000							300,000
Total	0	0	0	300,000	0	0	0	0	0	0	300,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Acquisition Fund				150,000							150,000
Park Improvement Fund				150,000							150,000
Total	0	0	0	300,000	0	0	0	0	0	0	300,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	County Road H2 Trail Improvement and Development
Priority Ranking:	33.30
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Reconstruct the existing trail located along the north side of H-2 from Otter Lake Road to West Bald Eagle Blvd. In 2024 extend the existing trail further down County Road H2.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation	100,000					500,000					600,000
Total	100,000	0	0	0	0	500,000	0	0	0	0	600,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Acquisition Fund						500,000					500,000
Park Improvement Fund	100,000										
Total	100,000	0	0	0	0	500,000	0	0	0	0	500,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.		200	200	200	200	200	200	200	200	200
Total	0	200	200	200	200	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Northeast Area Trail Development
Priority Ranking:	33.30
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Develop and construct a trail in Northeast Area of the Town.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Acquisition Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.		200	200	200	200	200	200	200	200	200
Total	0	200	200	200	200	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

Project Name: Fox Meadow Park Trail Development
Priority Ranking: 33.30
Project Type: Trail Improvements
Useful Life: 30 Years
Responsible Dept.: Parks

Project Description & Justification:

Develop and construct a trail around the perimeter of Fox Meadow Park.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation					110,000						110,000
Total	0	0	0	0	110,000	0	0	0	0	0	110,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Acquisition Fund					110,000						110,000
Total	0	0	0	0	110,000	0	0	0	0	0	110,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.						200	200	200	200	200
Total	0	0	0	0	0	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Brandlewood Park Trail Development
Priority Ranking:	33.30
Project Type:	Trail Improvements
Useful Life:	30 Years
Responsible Dept.:	Parks

Project Description & Justification:

Develop and construct a trail around the perimeter of Brandlewood Park.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park & Recreation							55,000				55,000
Total	0	0	0	0	0	0	55,000	0	0	0	55,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Park Acquisition Fund							55,000				55,000
Total	0	0	0	0	0	0	55,000	0	0	0	55,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.								200	200	200
Total	0	0	0	0	0	0	0	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

Project Name: Rutherford Park/Lake Links Trail Development
Priority Ranking: 33.30
Project Type: Trail Improvements
Useful Life: 30 Years
Responsible Dept.: Parks

Project Description & Justification:

Develop and construct a trail trhough Rutherford Park as part of the regional Lake Links Trail project.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park & Recreation	110,000										110,000
Total	110,000	0	0	0	0	0	0	0	0	0	110,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Park Acquisition Fund	110,000										110,000
Total	110,000	0	0	0	0	0	0	0	0	0	110,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.		200	200	200	200	200	200	200	200	200
Total	0	200	200	200	200	200	200	200	200	200

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	4	4.20
Total Score			33.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Polar Lakes Park Baseball Field Improvements
Priority Ranking:	27.15
Project Type:	Park Equipment
Useful Life:	25 Years
Responsible Dept.:	Parks

Project Description & Justification:

Reconstruct and straighten the fencing around the trhee remaining baseball fields. Completing one field each year.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund	30,000	30,000	30,000								90,000
Total	30,000	30,000	30,000	0	0	0	0	0	0	0	90,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund	30,000	30,000	30,000								90,000
Total	30,000	30,000	30,000	0	0	0	0	0	0	0	90,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.15

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Construct an Exercise Court/Area
Priority Ranking:	27.15
Project Type:	Park Equipment
Useful Life:	25 Years
Responsible Dept.:	Parks

Project Description & Justification:

Construct exercise stations in Polar Lakes Park

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund	125,000										125,000
Total	125,000	0	0	0	0	0	0	0	0	0	125,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund	95,000										95,000
Grant	30,000										
Total	125,000	0	0	0	0	0	0	0	0	0	95,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.15

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Polar Lakes Park Grandstand Construction
Priority Ranking:	15.50
Project Type:	Park Improvement
Useful Life:	25 Years
Responsible Dept.:	Parks

Project Description & Justification:

Construction of a baseball field grandstand/bleachers as outlined in the Polar Lakes Park ballfield master plan. The grandstand is listed as a 2021 project but most likely will take place after 2021 but is listed here as a placeholder.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund									400,000		400,000
Total	0	0	0	0	0	0	0	0	400,000	0	400,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund									400,000		400,000
Total	0	0	0	0	0	0	0	0	400,000	0	400,000

Operational Impact/Other Comments:

On going maintenance will depend on the type and amenities of the grandstand.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			15.50

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name: Polar Lakes Park Soccer Field Restroom Facility Construction
Priority Ranking: 28.50
Project Type: Park Improvement
Useful Life: 50 Years
Responsible Dept.: Parks

Project Description & Justification:

Construct a restroom facility at Polar Lakes Park near the soccer fields.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund	400,000										400,000
Total	400,000	0	0	0	0	0	0	0	0	0	400,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund	400,000										400,000
Total	400,000	0	0	0	0	0	0	0	0	0	400,000

Operational Impact/Other Comments:

Will need regular cleaning and restoring of toiletry supplies
from April through October.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.		600	600	600	600	600	600	600	600	600
Total	0	600	600	600	600	600	600	600	600	600

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.50

Project Name: Polar Lakes Park Baseball Field Restroom Facility Construction
Priority Ranking: 28.50
Project Type: Park Improvement
Useful Life: 50 Years
Responsible Dept.: Parks

Project Description & Justification:

Construct a restroom facility at Polar Lakes Park near the baseball fields.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund		400,000									400,000
Total	0	400,000	0	0	0	0	0	0	0	0	400,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund		400,000									400,000
Total	0	400,000	0	0	0	0	0	0	0	0	400,000

Operational Impact/Other Comments:

Will need regular cleaning and restoring of toiletry supplies
during the baseball or summer season (April - September).

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.			600	600	600	600	600	600	600	600
Total	0	0	600	600	600	600	600	600	600	600

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.50

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Purchase Scoreboard for Field #3 at Polar Lakes Park
Priority Ranking:	20.40
Project Type:	Park Improvement
Useful Life:	15 Years
Responsible Dept.:	Parks

Project Description & Justification:

Purchase and install a baseball/softball scoreboard for field #3 at Polar Lakes Park

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund			15,000								15,000
Total	0	0	15,000	0	0	0	0	0	0	0	15,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund			15,000								15,000
Total	0	0	15,000	0	0	0	0	0	0	0	15,000

Operational Impact/Other Comments:

Will have some on-going electrical repairs and light bulb replacement.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
				50	50	50	50	50	50	50
Total	0	0	0	50	50	50	50	50	50	50

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			20.40

Project Name: Replace Dugout Roofs at Polar Lakes Park
Priority Ranking: 24.70
Project Type: Park Improvements
Useful Life: 15 Years
Responsible Dept.: Parks

Project Description & Justification:

Replace the dugout roofs on the baseball/softball fields at Polar Lakes Park.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund	125,000										125,000
Total	125,000	0	0	0	0	0	0	0	0	0	125,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund	125,000										125,000
Total	125,000	0	0	0	0	0	0	0	0	0	125,000

Operational Impact/Other Comments:

Replacement of roof would have no impact on future operating budgets

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			24.70

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name: Repair/Replace Signs at Polar Lakes Park
Priority Ranking: 27.35
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Parks

Project Description & Justification:

Repair/replace monument entrance sign and various other signs at/in Polar Lakes Park.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund									3,000		3,000
Total	0	0	0	0	0	0	0	0	3,000	0	3,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund									3,000		3,000
Total	0	0	0	0	0	0	0	0	3,000	0	3,000

Operational Impact/Other Comments:

Will require minor maintenance

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	5	5.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			27.35

Project Name: Polar Lakes Park Improvements
Priority Ranking: 23.20
Project Type: Park Improvements
Useful Life: 20 Years
Responsible Dept.: Parks

Project Description & Justification:

Continue to develop and add amenities to the Town's community park - Polar Lakes Park. Improvements planned include a parking lot expansion and construction of a round-about, replace playground equipment, add access gates to batting cages for equipment, rebuild wider trails and repainting of kiosks.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund	15,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	474,000
Total	15,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	474,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund	15,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	474,000
Total	15,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	474,000

Operational Impact/Other Comments:

Will depend and vary on the improvements added to the park

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	0	0.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	5	5.25
Comprehensive Plan Component	1.05	3	3.15
Total Score			23.20

Project Name: Polar Lakes Park Amphitheatre/Band Shell Improvements
Priority Ranking: 24.40
Project Type: Park Improvements
Useful Life: 30 Years
Responsible Dept.: Parks

Project Description & Justification:

Construct a new amphitheater/band shell around the existing stage area of the amphitheater.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund			500,000								500,000
Total	0	0	500,000	0	0	0	0	0	0	0	500,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund			500,000								500,000
Total	0	0	500,000	0	0	0	0	0	0	0	500,000

Operational Impact/Other Comments:

Will depend and vary on the improvements added to the park

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	1	1.25
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	1	1.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	1	1.10
Strategic Goal	1.05	5	5.25
Comprehensive Plan Component	1.05	0	0.00
Total Score			24.40

Project Name: Polar Lakes Park Parking Lot Expansion
Priority Ranking: 38.45
Project Type: Park Improvements
Useful Life: 30 Years
Responsible Dept.: Parks

Project Description & Justification:

Construct an additional 22,000 sq. ft. parking area in the lower parking lot.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund				132,000							132,000
Total	0	0	0	132,000	0	0	0	0	0	0	132,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Community Park Improv. Fund				132,000							132,000
Total	0	0	0	132,000	0	0	0	0	0	0	132,000

Operational Impact/Other Comments:

Will depend and vary on the improvements added to the park

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Park & Rec.										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	2	2.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	5	5.25
Comprehensive Plan Component	1.05	0	0.00
Total Score			38.45

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Playground Equipment at Polar Lakes Park
Priority Ranking:	28.40
Project Type:	Park Improvements
Useful Life:	20 Years
Responsible Dept.:	Parks

Project Description & Justification:

Replace playground equipment at Polar Lakes Park.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund			250,000								250,000
Total	0	0	250,000	0	0	0	0	0	0	0	250,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Community Park Improv. Fund			250,000								250,000
Total	0	0	250,000	0	0	0	0	0	0	0	250,000

Operational Impact/Other Comments:

Will require routine maintenance

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
General Fund - Park & Rec.		150	150	150	150	150	150	150	150	150
Total	0	150	150	150	150	150	150	150	150	150

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.40

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Street Mill and Overlay/Reconstruction Projects
Priority Ranking:	36.20
Project Type:	Infrastructure Improvements
Useful Life:	25 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Mill and overlay with possibly concrete curb replacement for Township streets. In 2019 the streets in the Bellaire (southeast) area of Town is proposed. The Bald Eagle Lake area, along with the Greenhaven area west of the Weston Woods development is scheduled for 2021 and in 2023 the remaining Bald Eagle Lake and Red Pine area would be completed. Projects in 2025 and 2027 are yet to be determined.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Improvement Funds	3,200,000		3,100,000		4,300,000		2,600,000		2,500,000		15,700,000
Total	3,200,000	0	3,100,000	0	4,300,000	0	2,600,000	0	2,500,000	0	15,700,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Improvement Funds	800,000		775,000		1,075,000		650,000		625,000		3,925,000
Special Assessments	2,400,000		2,325,000		3,225,000		1,950,000		1,875,000		11,775,000
Total	3,200,000	0	3,100,000	0	4,300,000	0	2,600,000	0	2,500,000	0	15,700,000

Operational Impact/Other Comments:

Will reduce the labor spent performing street repairs and patching.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	1	1.05
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.20

Project Name: 2019 to 2028 Sealcoat Projects
Priority Ranking: 36.95
Project Type: Infrastructure Improvements
Useful Life: 5 - 8 Years
Responsible Dept.: Public Works

Project Description & Justification:

Proactively maintain Township roads through an annual sealcoat (an oil and rock application) on a regular schedule of 5 to 8 years. Sealcoating roads can extend the roads useful life.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Improvement Funds	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000
Total	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Improvement Funds	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000
Total	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000

Operational Impact/Other Comments:

Will reduce the labor spent performing street repairs and patching.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	4	4.80
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	1	1.05
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.95

Project Name: Annual Curb Repair And Replacement Program
Priority Ranking: 38.30
Project Type: Infrastructure Improvements
Useful Life: 25 Years
Responsible Dept.: Public Works

Project Description & Justification:

Proactively maintain Township curbs. Replacement of concrete curb joints due to erosion in the joints and replacement of curb sections due to settlements, deterioration, and storm water catch basin repair at various locations throughout the Township.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Improvement Funds	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Improvement Funds	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000

Operational Impact/Other Comments:

Should result in a reduction in asphalt patching required to fill in eroded joints.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	300	300	300	300	300	300	300	300	300	300
Total	300	300	300	300	300	300	300	300	300	300

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	4	4.80
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	1	1.05
Total Score			38.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Well Pumphouse Improvements
Priority Ranking:	30.35
Project Type:	Water Improvements
Useful Life:	50 Years
Responsible Dept.:	Water

Project Description & Justification:

Upgrade pumphouses with keyless entry doors for security beginning in 2018.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	65,000
Total	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	65,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	65,000
Total	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	65,000

Operational Impact/Other Comments:

These improvements should eliminate the need to paint pumphouses every 5 to 7 years

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Water Fund										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			30.35

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Water Meters
Priority Ranking:	36.25
Project Type:	Water Maintenance
Useful Life:	25 Years
Responsible Dept.:	Water

Project Description & Justification:

Replace all the water meters within the Town's water system.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	1,200,000										1,200,000
Total	1,200,000	0	0	0	0	0	0	0	0	0	1,200,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	1,200,000										1,200,000
Total	1,200,000	0	0	0	0	0	0	0	0	0	1,200,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	5	6.25
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	5	5.25
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Water Tower Repainting - Hammond Road Tower
Priority Ranking:	24.75
Project Type:	Water Maintenance
Useful Life:	15 Years
Responsible Dept.:	Water

Project Description & Justification:

Repaint Hammond Road water tower including removal of rust spots if needed after evaluation.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	1,000,000										1,000,000
Total	1,000,000	0	0	0	0	0	0	0	0	0	1,000,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	1,000,000										1,000,000
Total	1,000,000	0	0	0	0	0	0	0	0	0	1,000,000

Operational Impact/Other Comments:

Operational Impact will be very minimal, as the only possible saving could be the reduction of cleaning the tower in the future.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	1	1.20
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			24.75

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Hydrant Rehabilitation
Priority Ranking:	41.25
Project Type:	Water Maintenance
Useful Life:	50 Years
Responsible Dept.:	Water

Project Description & Justification:

Replacement of existing operating hardware in the barrel of the hydrant due to improved parts and availability of existing parts.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Reduced ongoing maintenance of existing hydrants.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Water Fund	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)
Total	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			41.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Installation of Radio Read Devices
Priority Ranking:	24.10
Project Type:	Water Equipment
Useful Life:	20 Years
Responsible Dept.:	Water

Project Description & Justification:

Purchase of a portable radio read unit to read water meters in 2018. Beginning in 2024 begin replacing radio read system with a fixed radio read radio read system, which would eliminate public works from having to read water meters.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund						100,000	100,000				200,000
Total	0	0	0	0	0	100,000	100,000	0	0	0	200,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund						100,000	100,000				200,000
Total	0	0	0	0	0	100,000	100,000	0	0	0	200,000

Operational Impact/Other Comments:

Eliminate or reduce the Town's water meter reading contract.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Water Fund	3,200	3,200	3,200	3,200	3,200	3,200	5,000	8,000	8,000	8,000
Total	3,200	3,200	3,200	3,200	3,200	3,200	5,000	8,000	8,000	8,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	0	0.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	4	4.80
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	2	2.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	1	1.05
Comprehensive Plan Component	1.05	0	0.00
Total Score			24.10

Project Name: Well Pump Rehabilitation
Priority Ranking: 37.85
Project Type: Water Infrastructure
Useful Life: 40 Years
Responsible Dept.: Water

Project Description & Justification:

Rehabilitate well motor (if required), well casing, well pump shaft, and well pump. Add transducer to well (if required). Well #4 in 2020, wells #2 & #3 in 2022, well #6 in 2024, and well #5 in 2027.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Water Fund		32,000		60,000		35,000			50,000		177,000
Total	0	32,000	0	60,000	0	35,000	0	0	50,000	0	177,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Water Fund		32,000		60,000		35,000			50,000		177,000
Total	0	32,000	0	60,000	0	35,000	0	0	50,000	0	177,000

Operational Impact/Other Comments:

The rehabilitation of the well should reduce repair costs into the future.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Water Fund			300	300	300	300	300	300	300	300
Total	0	0	300	300	300	300	300	300	300	300

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	5	7.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			37.85

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	GIS Integration of Township Infrastructure
Priority Ranking:	30.35
Project Type:	Other Improvements
Useful Life:	15 Years
Responsible Dept.:	Water/Sewer

Project Description & Justification:

Town needs to start locating Township infrastructure, such as manholes, weirs, lift stations, hydrants, gate valves, etc. with a GPS then add that information as a layer on the Ramsey County GIS base maps. This will allow the Town to maintain its infrastructure in the most efficient and prudent manner. Costs in 2019 includes possible software enhancements to the GIS system.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	100,000										100,000
Sewer Fund	100,000										100,000
Stormwater Fund	50,000										50,000
General Fund - Road & Bridge		25,000									25,000
Total	250,000	25,000	0	0	0	0	0	0	0	0	275,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Water Fund	100,000										100,000
Sewer Fund	100,000										100,000
Stormwater Fund	50,000										50,000
General Fund - Road & Bridge		25,000									25,000
Total	250,000	25,000	0	0	0	0	0	0	0	0	275,000

Operational Impact/Other Comments:

The Town would have to contract for this work and to maintain the system in the future of which the cost is unknown.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	1	1.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	4	4.00
Generates Revenue	1.20	1	1.20
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	1	1.25
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			30.35

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Replace Jet/Vac Truck
Priority Ranking:	56.55
Project Type:	Public Works Equipment
Useful Life:	15 Years
Responsible Dept.:	Sewer

Project Description & Justification:

The existing jet/vac truck is used almost daily during the spring, summer and fall months for routine sanitary sewer and storm water maintenance. Because of this and the current age of the truck the tank and truck itself are beginning to show wear and tear that could lead to the tank leaking or other costly repairs

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				400,000							400,000
Total	0	0	0	400,000	0	0	0	0	0	0	400,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund				395,000							395,000
Trade-in/salvage Value				5,000							5,000
Total	0	0	0	400,000	0	0	0	0	0	0	400,000

Operational Impact/Other Comments:

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	5	7.50
Employee Health & Safety	1.25	5	6.25
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	5	6.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			56.55

Project Name: Sanitary Sewer Lining Project
Priority Ranking: 35.30
Project Type: Infrastructure Improvements
Useful Life: 60 Years
Responsible Dept.: Public Works

Project Description & Justification:

Insert a lining into the sanitary sewermains in the Bald Eagle Lake area of Town which was originally constructed in the 1960's. The lining would seal the existing mains eliminating infiltration of clean ground water into the system, thus reducing sanitary sewer treatment costs.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Sewer Fund				1,500,000							1,500,000
Total	0	0	0	1,500,000	0	0	0	0	0	0	1,500,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Sewer Fund				495,000							495,000
Special Assessments				1,005,000							1,005,000
Total	0	0	0	1,500,000	0	0	0	0	0	0	1,500,000

Operational Impact/Other Comments:

Should reduce the possiblity of sanitary sewer backups due to excess flows beyond capacity and sewer backups.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Sewer Fund										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	4	4.40
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			35.30

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Sanitary Sewer Infiltration/Inflow Prevention Projects
Priority Ranking:	46.40
Project Type:	Infrastructure Improvements
Useful Life:	60 Years
Responsible Dept.:	Public Works

Project Description & Justification:

Identify and repair areas of the Town's sanitary sewer system where clean water can and does inflitrate the sanitary sewer system.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Sewer Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Total	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Sewer Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Total	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000

Operational Impact/Other Comments:

Should reduce the amount of clean water entering the sanitary sewer system, which should reduce treatment costs.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Sewer Fund										
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	2	2.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	4	4.20
Comprehensive Plan Component	1.05	0	0.00
Total Score			46.40

Project Name: Rehabilitation of Lift Stations
Priority Ranking: 31.20
Project Type: Sewer Infrastructure
Useful Life: 25 Years
Responsible Dept.: Sewer

Project Description & Justification:

Rehabilitate the final 1 of the Town's 10 sewer lift stations, which includes replacement of the control panel, lift pumps, related hardware, and when necessary, replace fence enclosure. Lift station #9 is scheduled for 2019.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Sewer Fund	250,000										250,000
Total	250,000	0	0	0	0	0	0	0	0	0	250,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Sewer Fund	250,000										250,000
Total	250,000	0	0	0	0	0	0	0	0	0	250,000

Operational Impact/Other Comments:

On-going minor maintenance, which would be offset by less staff callouts due to failures.
Reduce service calls for repairs from outside vendors.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Sewer Fund		(700)	(700)	(700)	(700)	(700)	(700)	(700)	(700)	(700)
Total	0	(700)	(700)	(700)	(700)	(700)	(700)	(700)	(700)	(700)

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	3	3.75
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	4	4.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.20

Project Name: Sanitary Sewer Manhole Grouting
Priority Ranking: 33.80
Project Type: Sewer Infrastructure
Useful Life: 30 Years
Responsible Dept.: Sewer

Project Description & Justification:

Town sanitary sewer manholes are spray lined with a epoxy resin that prevents groundwater from entering into the manhole structure and sanitary sewer system.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Sewer Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Sewer Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000

Operational Impact/Other Comments:

The elimination of infiltration of clean ground water into the sanitary sewer system should reduce future costs of treating sanitary sewer by reducing flows.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Sewer Fund	(700)	(875)	(875)	(875)	(875)	(875)	(875)	(875)	(875)	(875)
Total	(700)	(875)	(875)	(875)	(875)	(875)	(875)	(875)	(875)	(875)

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	3	3.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	0	0.00
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			33.80

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	Purchase Televising (Camera) Trailer
Priority Ranking:	44.25
Project Type:	Sanitary Sewer/Storm Water Equipment
Useful Life:	15 Years
Responsible Dept.:	Sewer/Storm Water

Project Description & Justification:

Purchase a televising (camera) trailer for televising sanitary sewer and storm water mains for blockages and other problems by Town staff instead of contracting out the service.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	100,000										100,000
Total	100,000	0	0	0	0	0	0	0	0	0	100,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Capital Equipment Fund	100,000										100,000
Total	100,000	0	0	0	0	0	0	0	0	0	100,000

Operational Impact/Other Comments:

Eliminates the need to contract this service and allows Town staff to perform the task.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Sewer Fund	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Total	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	5	7.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	1	1.00
Generates Revenue	1.20	2	2.40
Generates Cost Savings	1.20	3	3.60
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	4	4.40
Strategic Goal	1.05	4	4.20
Comprehensive Plan Component	1.05	0	0.00
Total Score			44.25

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Project Name:	South Area Storm Water Improvements
Priority Ranking:	28.20
Project Type:	Storm Water Infrastructure
Useful Life:	50 Years
Responsible Dept.:	Storm Water

Project Description & Justification:

Construct treatment devices, storm ponds, rain gardens, catch basins, and storm water collection systems in the South Area of the Town.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Storm Water Utility Fund	500,000										500,000
Total	500,000	0	0	0	0	0	0	0	0	0	500,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Storm Water Utility Fund	250,000										250,000
Special Assessments	250,000										250,000
Total	500,000	0	0	0	0	0	0	0	0	0	500,000

Operational Impact/Other Comments:

The construction of this project will require regular maintenance which will increase the budget but until the actual project scope is determined will these impacts be determined.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			28.20

Project Name: Replacement of Storm Water Culverts
Priority Ranking: 29.30
Project Type: Storm Water Infrastructure
Useful Life: 50 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Replacement of existing corrugated metal pipe culverts.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
Total	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
Total	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000

Operational Impact/Other Comments:

Operational impacts will remain unchanged.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	2	2.50
Regulatory Mandate	1.50	0	0.00
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	4	4.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	3	3.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	0	0.00
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			29.30

Project Name: Storm Water Structure Repairs
Priority Ranking: 36.75
Project Type: Storm Water Infrastructure
Useful Life: 30 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Repair storm water structures such as catch basins, grates, weirs, etc..

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000
Total	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000
Total	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	200,000

Operational Impact/Other Comments:

Operational impacts will remain unchanged.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	1	1.20
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.75

Project Name: Clean Storm Water Ponds/Ditches
Priority Ranking: 36.75
Project Type: Storm Water Infrastructure
Useful Life: 30 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Remove silt, grasses, debris, and other materials that have filled in storm water ponds and drainage ditches over the years to allow better run off of storm water and reduce the risk of flooding.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	130,000	130,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,210,000
Total	130,000	130,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,210,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	130,000	130,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,210,000
Total	130,000	130,000	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,210,000

Operational Impact/Other Comments:

Operational impacts will remain unchanged.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	3	4.50
Frequent Problems	1.25	2	2.50
Ability to Finance	1.00	1	1.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	1	1.20
Ongoing Operation Costs	1.00	1	1.00
Age or Condition of Existing	1.00	4	4.00
Public Benefit	1.10	4	4.40
Public Demand	1.25	4	5.00
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			36.75

Project Name: Stillwater Street Drainage Improvements
Priority Ranking: 31.35
Project Type: Storm Water Infrastructure
Useful Life: 25 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Improve the drainage along Stillwater Street as part of a Ramsey County/Township joint project

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund										500,000	500,000
Total	0	0	0	0	0	0	0	0	0	500,000	500,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund										500,000	500,000
Total	0	0	0	0	0	0	0	0	0	500,000	500,000

Operational Impact/Other Comments:

Operational impacts will depend on the improvements.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	0	0.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.35

Project Name: Beaver Street Drainage Improvements
Priority Ranking: 31.35
Project Type: Storm Water Infrastructure
Useful Life: 25 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Eliminate storm water ponding in the street in front of various properties along Beaver Street and provide proper storm water drainage flow.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund					25,000						25,000
Total	0	0	0	0	25,000	0	0	0	0	0	25,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund					25,000						25,000
Total	0	0	0	0	25,000	0	0	0	0	0	25,000

Operational Impact/Other Comments:

Will depend on the improvements completed.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	0	0.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.35

Project Name: Allendale Drive Ditch Cleaning
Priority Ranking: 31.35
Project Type: Storm Water Infrastructure
Useful Life: 25 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Remove the sediment and debris from the drainage ditch along Allendale Drive.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	30,000										30,000
Total	30,000	0	0	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Will require routine cleaning of ditch to allow proper storm water run off flows.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
			500		500		500		500	
Total	0	0	500	0	500	0	500	0	500	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	0	0.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.35

Project Name:	Pioneer Lane Ditch Cleaning
Priority Ranking:	31.35
Project Type:	Storm Water Infrastructure
Useful Life:	25 Years
Responsible Dept.:	Storm Water

Project Description & Justification:

Remove the sediment and debris from the drainage ditch along Pioneer Lane.

Expenditures	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Storm Water Utility Fund	50,000										50,000
Total	50,000	0	0	0	0	0	0	0	0	0	50,000

Funding Source	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**Total**
Storm Water Utility Fund	50,000										50,000
Total	50,000	0	0	0	0	0	0	0	0	0	50,000

Operational Impact/Other Comments:

Will require routine cleaning of ditch to allow proper storm water run off flows.

Operating Budget Impact	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**
			500		500		500		500	
Total	0	0	500	0	500	0	500	0	500	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	0	0.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.35

Project Name: Lake and Overlake Drainage Pipe
Priority Ranking: 41.20
Project Type: Storm Water Infrastructure
Useful Life: 50 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Reline or replace existing storm water pipe and structure within the easement of Lake and Overlake area.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	40,000										40,000
Total	40,000	0	0	0	0	0	0	0	0	0	40,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund	40,000										40,000
Total	40,000	0	0	0	0	0	0	0	0	0	40,000

Operational Impact/Other Comments:

Will require routine cleaning of ditch to allow proper storm water run off flows.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	3	4.50
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	5	5.00
Cost of Project	1.00	3	3.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	2	2.40
Ongoing Operation Costs	1.00	0	0.00
Age or Condition of Existing	1.00	5	5.00
Public Benefit	1.10	2	2.20
Public Demand	1.25	2	2.50
Synergy with Other Projects	1.10	2	2.20
Strategic Goal	1.05	3	3.15
Comprehensive Plan Component	1.05	0	0.00
Total Score			41.20

Project Name: Otterview Trail Drainage Improvements
Priority Ranking: 31.35
Project Type: Storm Water Infrastructure
Useful Life: 25 Years
Responsible Dept.: Storm Water

Project Description & Justification:

In 2013 the Town completed some drainage improvements in the Brandlwood Area of the Township. This project would complete the drainage improvements in this area by extending drainage down the Otterview Trail area.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund						35,000					35,000
Total	0	0	0	0	0	35,000	0	0	0	0	35,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund						35,000					35,000
Total	0	0	0	0	0	35,000	0	0	0	0	35,000

Operational Impact/Other Comments:

Will require some routine maintenance.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Total	0	0	0	0	0	0	0	0	0	0

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	2	3.00
Employee Health & Safety	1.25	1	1.25
Regulatory Mandate	1.50	5	7.50
Frequent Problems	1.25	3	3.75
Ability to Finance	1.00	0	0.00
Cost of Project	1.00	0	0.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	3	3.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	3	3.30
Public Demand	1.25	5	6.25
Synergy with Other Projects	1.10	3	3.30
Strategic Goal	1.05	0	0.00
Comprehensive Plan Component	1.05	0	0.00
Total Score			31.35

Project Name: Birch Road Drainage Improvements
Priority Ranking: 35.45
Project Type: Storm Water Infrastructure
Useful Life: 25 Years
Responsible Dept.: Storm Water

Project Description & Justification:

Improve drainage on Birch Road from Overlake Road to 1st Avenue to prevent Birch Park from flooding during large rain events, which washes the playground's wood chip saftey surface from washing onto the roadway.

Expenditures	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund		30,000									30,000
Total	0	30,000	0	0	0	0	0	0	0	0	30,000

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total
Storm Water Utility Fund		30,000									30,000
Total	0	30,000	0	0	0	0	0	0	0	0	30,000

Operational Impact/Other Comments:

Reduce costs related to clearing the roadway of wood chips and the need to add additional wood chips to the surface due to washouts.

Operating Budget Impact	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
		250	250	250	250	250	250	250	250	250
Total	0	250	250	250	250	250	250	250	250	250

Priority Ranking Criteria	Weighting Factor	Priority Factor	Score
Public Health & Safety	1.50	4	6.00
Employee Health & Safety	1.25	0	0.00
Regulatory Mandate	1.50	2	3.00
Frequent Problems	1.25	4	5.00
Ability to Finance	1.00	2	2.00
Cost of Project	1.00	2	2.00
Generates Revenue	1.20	0	0.00
Generates Cost Savings	1.20	0	0.00
Ongoing Operation Costs	1.00	5	5.00
Age or Condition of Existing	1.00	0	0.00
Public Benefit	1.10	5	5.50
Public Demand	1.25	3	3.75
Synergy with Other Projects	1.10	1	1.10
Strategic Goal	1.05	2	2.10
Comprehensive Plan Component	1.05	0	0.00
Total Score			35.45

WHITE BEAR TOWNSHIP
Capital Improvement Plan 2019 Thru 2028

Funding Source	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
General Fund - Road & Bridge	28,000	235,000	62,000	0	0	0	0	0	0	0
General Fund - Park & Rec.	22,500	8,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Park Acquisition Fund	240,000	250,000	0	150,000	110,000	500,000	55,000	0	0	0
Improvement Funds	960,000	160,000	935,000	160,000	1,235,000	160,000	810,000	160,000	785,000	160,000
Special Assessments	2,650,000	0	2,325,000	1,005,000	3,225,000	0	1,950,000	0	1,875,000	0
Community Park Improv. Fund	665,000	481,000	846,000	183,000	51,000	51,000	51,000	51,000	454,000	51,000
Park Improvement Fund	306,000	200,000	30,000	230,000	0	55,000	90,000	80,000	0	0
Water Fund	2,336,500	38,500	6,500	66,500	6,500	141,500	106,500	6,500	56,500	6,500
Sewer Fund	410,000	60,000	60,000	555,000	60,000	60,000	60,000	60,000	60,000	60,000
Storm Water Utility Fund	605,000	215,000	255,000	305,000	330,000	340,000	305,000	305,000	305,000	805,000
Capital Building Fund	411,500	0	105,000	0	0	0	0	0	0	0
Capital Equipment Fund	255,660	406,900	600,500	675,100	284,000	471,900	163,900	98,200	615,000	60,100
Trade-In/Salvage Value	0	5,000	7,500	25,000	13,000	40,000	12,000	0	7,000	0
Grants	30,000	0	0	0	0	0	0	0	0	0
Total Funding Sources	8,920,160	2,059,900	5,236,000	3,358,100	5,318,000	1,822,900	3,606,900	764,200	4,161,000	1,146,100

WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

APPENDIX

COMMUNITY PROFILE

White Bear Township has been an unincorporated Township since 1858. The Township is a northern Saint Paul suburb located wholly in Ramsey County and is the only township remaining in the County. Minnesota's oldest township once covered 36 square miles and included the cities of White Bear Lake, Vadnais Heights, Gem Lake and portions of North Oaks. It now is fragmented into four parcels covering an area of approximately 9.3 square miles (approximately 6,000 acres).

White Bear Township government is conducted by a three-member Board of Supervisors, with a chairman elected by the board. The board meets in Heritage Hall, which is a facility jointly maintained and operated by the City of Gem Lake and White Bear Township. The historic Town Hall still stands even though the hall has been moved four times (now located in Polar Lakes Community Park), and was where the board had been meeting since the early 1900's, when the building was built as designed by nationally-renown architect, Cass Gilbert who also designed the Minnesota State Capitol, U. S. Supreme Court Building and New York City's first skyscraper, the Woolworth Building.

White Bear Township has the largest population of all 1,800 townships in the state and is home to the Tamarack Nature Center and Bald Eagle Lake. The Township is nearing completion of its land available for residential development, but still has hundreds of acres of developable land available for commercial/industrial development. The 2010 U.S. Census population for the Township is 10,949. The 2010 U.S. Census population is 3.0% less than the Township's 2000 U.S. Census population count of 11,293. The Township staff estimates the 2019 population to be approximately 10,951. Industry within the Township include the Meadowlands and Theater shops on Centerville Road, Water Gremlin, the nation's largest maker of fishing sinkers, also resides in the Township, with Heraeus Medical Components as the largest employer in the Township.

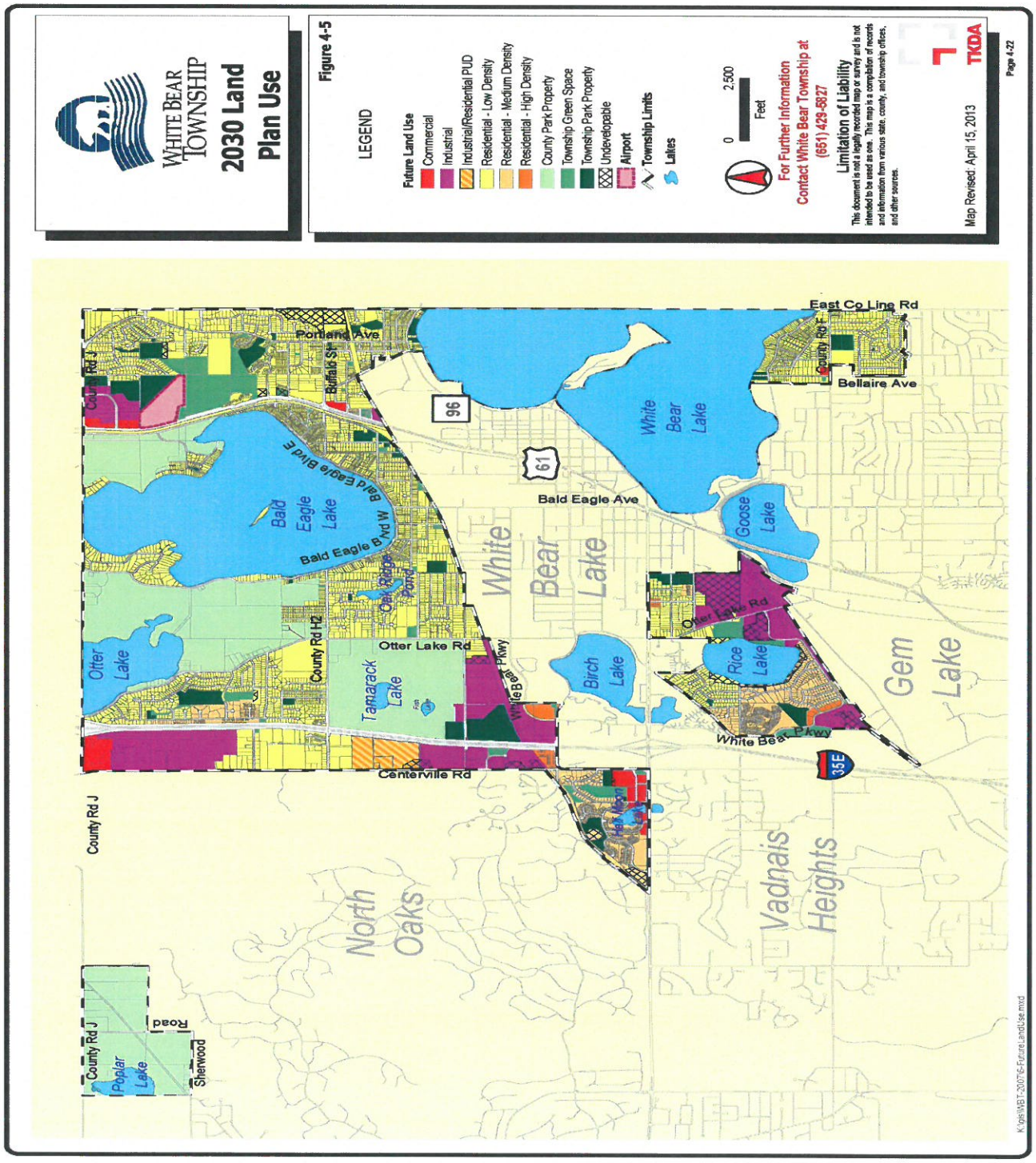
COMMUNITY PROFILE DETAIL

Founded:	1858			
Form of Government:	Three-member Town Board			
Location:	Northern Ramsey County, north of Saint Paul, Minnesota			
Area:	9.3 miles or approximately 6,000 acres			
Population:	Estimated 2019:	10,951	2010 U.S. Census:	10,949
Registered Voters 2018 General Election:		7,884		
Acres of Parks:	191.65 acres		Number of Parks:	25
Miles of Township Streets:		70.50 miles		
Utilities:	Miles of Water Mains		65.83 miles	
	Miles of Sewer Lines		64.42 miles	
	Miles of Storm Water Lines		15.00 miles	
Township Employees:	21.30 Full-Time Equivalents			
Bond Rating:	Moody's;	Aa2		

Police Protection: Provided by Ramsey County Sheriff's Department by contract

Fire Protection: Provided by the City of White Bear Lake Fire Department by contract

School District: White Bear Lake School District 624
Mounds View School District 621



White Bear Township is within the 4 colored areas outline with the dashed line.

SUMMARY OF TAX LEVIES, PAYMENT PROVISIONS, AND MINNESOTA REAL PROPERTY VALUATION

The following is a summary of certain statutory provisions effective 2019 relative to tax levy procedures, tax payment and credit procedures, and the mechanics of real property valuation. The summary does not purport to be inclusive of all such provisions or of the specific provisions discussed, and is qualified by reference to the complete text of applicable statutes, rules and regulations of the State of Minnesota.

Property Valuations (Chapter 273, Minnesota Statutes)

Assessor's Estimated Market Value

Each parcel of real property subject to taxation must, by statute, be appraised at least once every five years as of January 2 of the year of appraisal. With certain exceptions, all property is valued at its market value, which is the value the assessor determines to be the price the property to be fairly worth, and which is referred to as the "Estimated Market Value."

Taxable Market Value

The Taxable Market Value is the value that property taxes are based on, after all reductions, limitations, exemptions and deferrals. It is also the value used to calculate a municipality's legal debt limit.

Indicated Market Value

The Indicated Market Value is determined by dividing the Taxable Market Value of a given year by the same year's sales ratio determined by the State Department of Revenue. The Indicated Market Value serves to eliminate disparities between individual assessors and equalize property values statewide.

Net Tax Capacity

The Net Tax Capacity is the value upon which net taxes are levied, extended and collected. The Net Tax Capacity is computed by applying the class rate percentages specific to each type of property classification against the Taxable Market Value. Class rate percentages vary depending on the type of property as shown on the 101 page of the Appendix. The formulas and class rates for converting Taxable Market Value to Net Tax Capacity represent a basic element of the State's property tax relief system and are subject to annual revisions by the State Legislature.

Property taxes are determined by multiplying the Net Tax Capacity by the tax capacity rate, plus multiplying the referendum market value by the market value rate.

Property Tax Payments and Delinquencies (Chapters 275, 276, 277, 279-282 and 549, Minnesota Statutes)

Ad valorem property taxes levied by local governments in Minnesota are extended and collected by the various counties within the State. Each taxing jurisdiction is required to certify the annual tax levy to the county auditor within five (5) working days after December 20 of the year proceeding the collection year. A listing of property taxes due is prepared by the county auditor and turned over to the county treasurer on or before the first business day in March.

The county treasurer is responsible for collecting all property taxes within the county. Real estate and personal property tax statements are mailed out by March 31. One-half (1/2) of the taxes on real property is due on or before May 15. The remainder is due on or before October 15. Real property taxes not paid by their due date are assessed a penalty which, depending on the type of property, increases from 2% to 4% on the day after the due date. In the case of the first installment of real property taxes due May 15, the penalty increases to 4% or 8% on June 1. Thereafter, an additional 1% penalty shall accrue each month through October 1 of the collection year for unpaid real property taxes. In the case of the second installment of real property taxes due October 15, the penalty increases to 6% or 8% on November 1 and increases again to 8% or 12% on December 1. Personal property taxes remaining unpaid on May 16 are deemed to be delinquent and a penalty of 8% attaches to the unpaid tax. However, personal property owned by a tax-exempt entity, but which is treated as taxable by virtue of a lease agreement, is subject to the same delinquent property tax penalties as real property.

On the first business day of January of the year following collection all delinquencies are subject to an additional 2% penalty, and those delinquencies outstanding as of February 15 are filed for a tax lien judgment with the district court. By March 20 the county auditor files a publication of legal action and a mailing notice of action to delinquent parties. Those property interests not responding to this notice have judgment entered for the amount of the delinquency and associated penalties. The amount of the judgment is subject to a variable interest determined annually by the Department of Revenue, and equal to the adjusted prime rate charged by banks, but in no event is the rate less than 10% or more than 14%.

Property owners subject to a tax lien judgment generally have five years (5) in the case of all property located outside of cities or in the case of residential homestead, agricultural homestead and seasonal residential recreational property located within cities or three (3) years with respect to other types of property to redeem the property. After expiration of the redemption period, unredeemed properties are declared tax forfeit with title held in trust by the State of Minnesota for the respective taxing districts. The county auditor, or equivalent thereof, then sells those properties not claimed for a public purpose at auction. The net proceeds of the sale are first dedicated to the satisfaction of outstanding special assessments on the parcel, with any remaining balance in most cases being divided on the following basis: county - 40%; Township or city - 20%; and school district - 40%.

Property Tax Credits (Chapter 273, Minnesota Statutes)

In addition to adjusting the taxable value for various property types, primary elements of Minnesota's property tax relief system are: property tax levy reduction aids; the renter's credit, which relates property taxes to income and provides relief on a sliding income scale; and targeted tax relief, which is aimed primarily at easing the effect of significant tax increases. The circuit breaker credit and targeted credits are reimbursed to the taxpayer upon application by the taxpayer. Property tax levy reduction aid includes educational aids, local governmental aid, equalization aid, county program aid and disparity reduction aid.

Debt Limitations

All Minnesota municipalities (county, cities, townships and school districts) are subject to statutory "net debt" limitations under the provisions of Minnesota Statutes, Section 475.53. Net debt is defined as the amount remaining after deducting from gross debt the amount of current revenues which are applicable within the current fiscal year to the payment of any debt and the aggregation of the principal of the following:

1. Obligations issued for improvements which are payable wholly or partially from the

proceeds of special assessments levied upon benefited property.

2. Warrants or orders having no definite or fixed maturity.
3. Obligations payable wholly from the income from revenue producing conveniences.
4. Obligations issued to create or maintain a permanent improvement revolving fund.
5. Obligations issued for the acquisition and betterment of public waterworks systems and public lighting, heating or power systems, and any combination thereof, or for any other public convenience from which revenue is or may be derived.
6. Certain debt service loans and capital loans made to school districts.
7. Certain obligations to repay loans.
8. Obligations specifically excluded under the provision of law authorizing their issuance.
9. Certain obligations to pay pension fund liabilities.
10. Debt service funds for the payment of principal and interest on obligations other than those described above.

Levies for General Obligation Debt
(Sections 475.61 and 475.74, Minnesota Statutes)

Any municipality which issues general obligation debt must, at the time of issuance, certify levies to the county auditor of the county(ies) within which the municipality is situated. Such levies shall be in an amount that if collected in full will, together with estimates of other revenues pledged for payment of the obligations, produce at least five percent in excess of the amount needed to pay principal and interest when due. Notwithstanding any other limitations upon the ability of a taxing unit to levy taxes, its ability to levy taxes for a deficiency in prior levies for payment of general obligation indebtedness is without limitation as to rate or amount.

Metropolitan Revenue Distribution
(Chapter 473F, Minnesota Statutes)
"Fiscal Disparities Law"

The Charles R. Weaver Metropolitan Revenue Distribution Act, more commonly know as "Fiscal Disparities" was first implemented for taxes payable in 1975. Forty percent of the increase in commercial-industrial (including public utility and railroad) net tax capacity valuation since 1971 in each assessment district in the Minneapolis/St. Paul seven-county metropolitan area (Anoka, Carver, Dakota, excluding the City of Northfield, Hennepin, Ramsey, Scott, excluding the City of New Prague, and Washington Counties) is contributed to an area-wide tax base. A distribution index, based on the factors of population and real property market value per capita, is employed in determining what proportion of the net tax capacity value in the area-wide tax base shall be distributed back to each assessment district.

STATUTORY FORMULAE CONVERSION OF ESTIMATED MARKET VALUE (EMV) TO NET TAX CAPACITY FOR MAJOR PROPERTY CLASSIFICATIONS

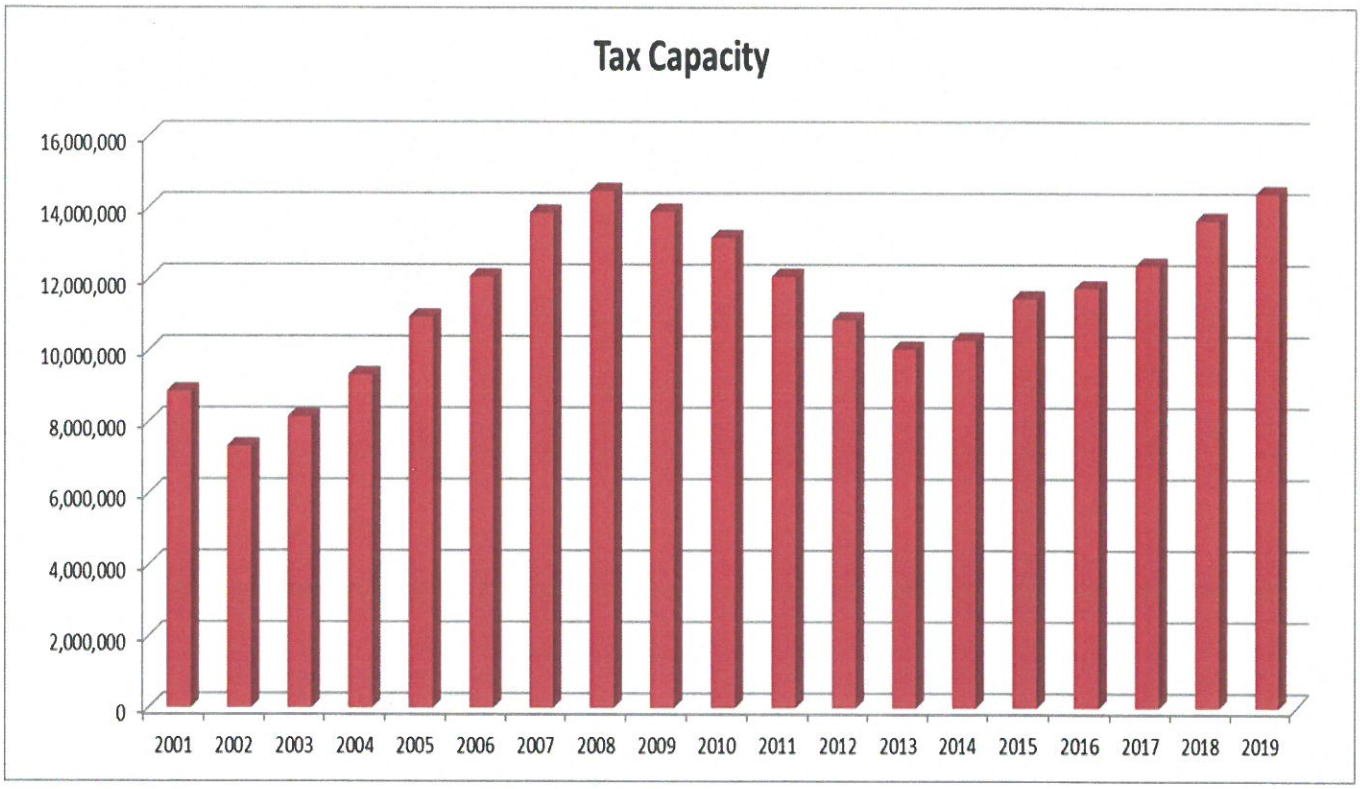
General	2001 Net Tax Capacity		2002–2019 Net Tax Capacity	
Classification	Est. Mkt. Value	% of EMV	Est. Mkt. Value	% of EMV
RESIDENTIAL:				
Homestead	First $76,000	1.00%	First $500,000	1.00%
	Over $76,000	1.65%	Over $500,000	1.25%
Non-Homestead	First $76,000	1.20%	First $500,000	1.00%
	Over $76,000	1.65%	Over $500,000	1.25%
AGRICULTURAL LAND:				
Homestead	First $115,000	0.35%	First $600,000	0.55%
	$115,000-$600,000	0.80%	Over $600,000	1.00%
	Over $600,000	1.20%		
Non-Homestead	100% of EMV	1.00%	100% of EMV	1.00%
COMMERCIAL / INDUSTRIAL	First $150,000	2.40%	First $150,000	1.50%
	Over $150,000	3.40%	Over $150,000	2.00%

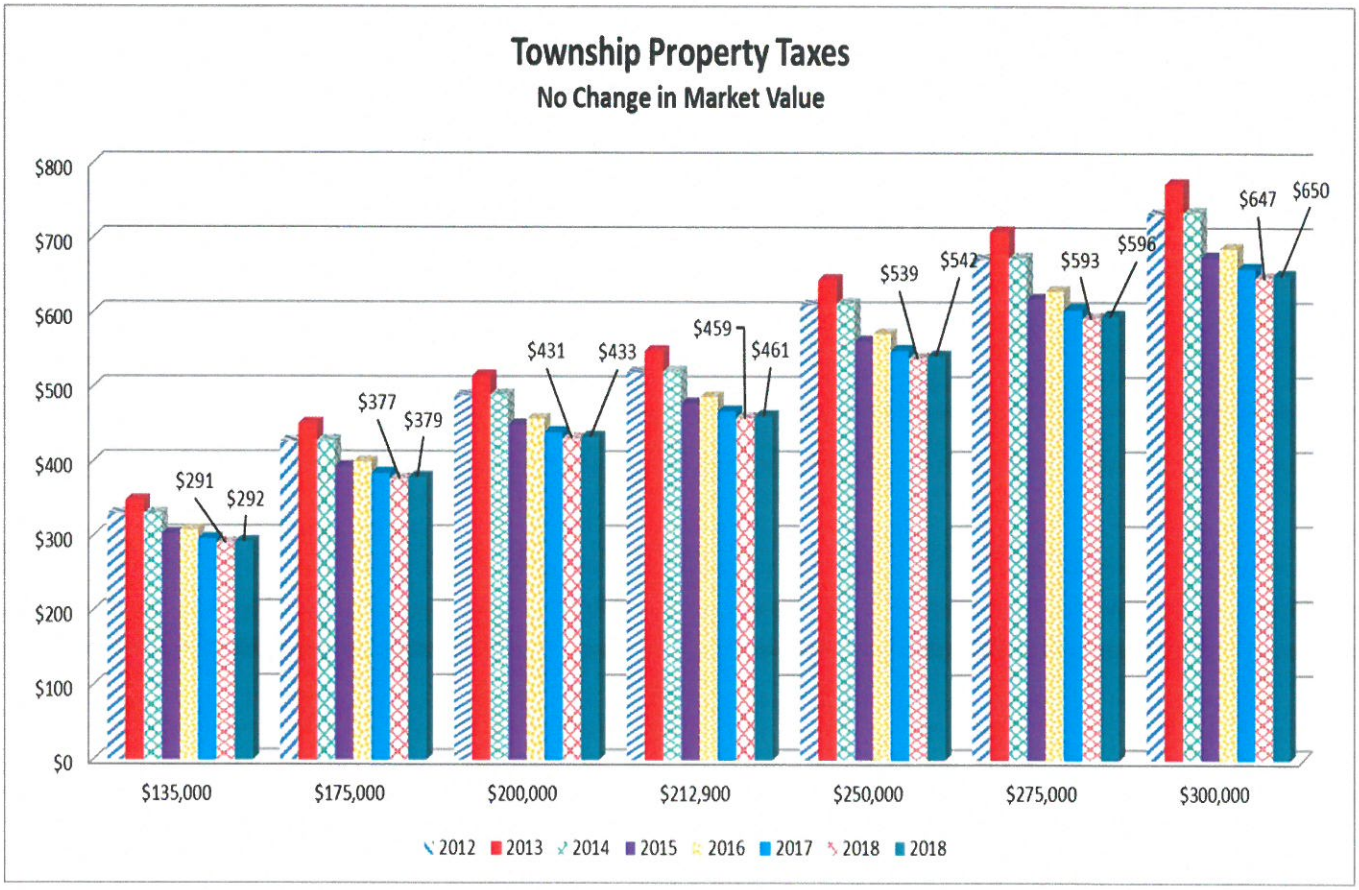
ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY, LAST TEN FISCAL YEARS

Payable Year	Residential Property	Commercial Property	Industrial Property	Utility and Other	Total Taxable Tax Capacity (Assessed) Value	Total Direct Tax Rate	Estimated Actual Market Value	Net Tax Capacity as a Percentage of Market Value
2008	13,073,934	1,112,877	2,146,805	182,294	16,515,910	16.491	1,465,891,200	1.13
2009	12,411,243	1,282,635	2,246,678	197,406	16,137,962	16.926	1,413,918,200	1.14
2010	11,862,056	1,266,037	2,065,192	206,322	15,399,607	17.584	1,351,529,600	1.14
2011	11,036,131	1,122,331	1,906,222	122,618	14,187,302	20.761	1,248,832,400	1.14
2012	9,714,486	1,060,494	1,797,980	119,326	12,692,286	23.767	1,169,441,400	1.09
2013	8,768,510	1,091,778	1,675,100	261,474	11,796,862	25.246	1,136,141,500	1.04
2014	9,170,505	1,044,276	1,725,327	204,583	12,144,691	24.292	1,235,823,600	0.98
2015	10,284,512	1,136,795	1,617,134	251,101	13,289,542	22.276	1,237,406,800	1.07
2016	10,511,847	1,150,585	1,618,964	259,851	13,541,247	22.875	1,260,201,700	1.07
2017	10,857,152	1,048,141	2,014,816	278,432	14,198,541	21.976	1,311,645,000	1.08

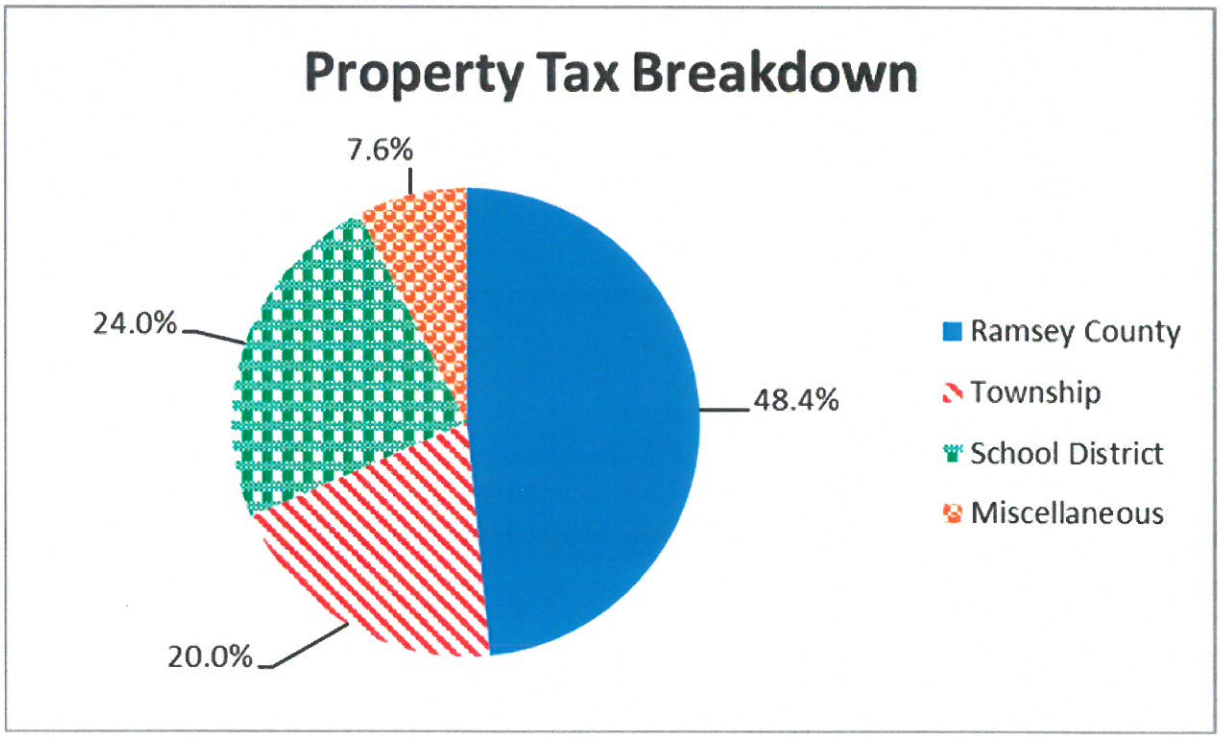
Source: Ramsey County, Minnesota Assessors' Office

Note: The tax capacity (assessed taxable value) of the property is calculated by applying a statutory formula to the estimated market value of the property.


Tax Capacity
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
0
2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019


Township Property Taxes
No Change in Market Value
$800
$700
$600
$500
$400
$300
$200
$100
$0
$291
$292
$377
$379
$431
$433
$459
$461
$539
$542
$593
$596
$647
$650
$135,000
$175,000
$200,000
$212,900
$250,000
$275,000
$300,000
2012 2013 2014 2015 2016 2017 2018 2018

Community	2015 Tax Rate	2016 Tax Rate	2017 Tax Rate	2018 Tax Rate	2019 Tax Rate
North Oaks	10.131	10.021	10.047	10.873	11.229
White Bear Lake	20.368	19.690	18.969	18.993	20.144
Township	21.958	22.875	21.976	21.568	21.681
Vadnais Heights	26.904	26.820	26.845	24.831	24.029
Arden Hills	27.294	26.539	27.211	25.231	25.696
Little Canada	30.696	30.331	28.903	26.651	26.191
Lauderdale	28.856	29.042	28.678	29.910	29.024
Shoreview	34.873	35.357	34.302	33.481	33.193
Blaine	36.105	35.578	34.946	35.923	35.846
New Brighton	36.193	36.176	36.837	37.210	36.987
Falcon Heights	23.470	25.855	26.342	31.771	37.271
Roseville	38.909	39.324	38.552	38.204	37.160
Mounds View	42.886	40.105	37.531	37.856	37.908
Gem Lake	27.728	29.536	41.111	44.687	38.732
Maplewood	46.353	48.507	47.248	45.812	44.406
North St. Paul	35.169	38.707	41.866	44.251	45.685
Spring Lake Park	52.809	54.703	52.464	54.440	48.785
St. Paul	43.827	42.575	42.641	49.578	50.558
St. Anthony	71.319	66.064	67.876	68.161	68.516



PRINCIPAL PROPERTY TAXPAYERS, CURRENT YEAR AND TEN YEARS AGO

	2017			2008		
Taxpayer	2017 Tax Capacity	Rank	Percentage of Total City Taxable Assessed Value	2008 Tax Capacity	Rank	Percentage of Total City Taxable Assessed Value
Specialty Manufacturing Inc.	$ 265,616	1	1.9 %	$ 284,772	5	1.7 %
Water Gremlin Company	186,857	2	1.3	131,365	9	0.8
Northern States Power Company	182,618	3	1.3	-		-
Chorus Corporation	169,486	4	1.2	193,816	2	1.2
Wilbert Plastics, Inc. (Thermoform)	168,730	5	1.2	239,928	7	1.5
JMK Limited Partnership	150,686	6	1.1	146,540	3	0.9
Muller Family Theatres	150,570	7	1.1	224,716	4	1.4
North Oaks Farms Inc	147,589	8	1.0	207,244	6	1.3
Schwing America, Inc.	128,732	9	0.9	294,998	1	1.8
Heraeus Vadnais Inc.	123,752	10	0.9	-		-
Spearman Real Estate	-		-	129,996	8	0.8
Spearman Real Estate	-		-	116,842	10	0.7
All Other Taxpayers	12,523,905		88.2	14,545,693		88.1
Total	$ 14,198,541		100.0 %	$ 16,515,910		100.0 %

Source: Department of Property Records and Revenue, Ramsey County.

DEMOGRAPHIC AND ECONOMIC STATISTICS LAST TEN CALENDAR YEARS

				Construction						
				Commercial and Industrial		Residential				
Fiscal Year	Population (1)	Personal Income *(thousands of dollars)*	Per Capita Personal Income (2)	Number Of Units	Value	Number Of Units	Value	Median Age (3)	School Enrollment K Thru 12 (4)	Average Unemployment Rate (2)
2008	11,802	564,856	47,861	15	3,704,609	580	7,006,738	26.8	8,232	6.6
2009	11,745	525,965	44,782	23	247,604	434	5,007,147	37.5	8,121	7.4
2010	10,949	499,888	45,656	33	1,258,735	347	4,472,908	37.4	8,020	6.9
2011	11,000	546,601	49,691	15	4,102,800	329	3,447,476	37.4	8,231	5.7
2012	11,089	561,869	50,669	11	988,149	373	9,986,083	37.4	8,005	4.9
2013	11,089	579,034	52,217	13	6,756,075	272	4,270,649	37.4	8,035	4.1
2014	11,089	594,260	53,590	19	8,925,205	330	4,298,663	37.4	8,056	4.7
2015	11,072	349,576	31,573	15	642,940	854	11,548,136	41.3	8,829	5.1
2016	11,078	536,807	48,457	14	4,148,455	543	9,786,792	41.1	8,043	3.5
2017	11,348	654,973	57,717	18	4,370,300	561	12,025,922	34.9	8,473	5.0

Source:
(1) Sources for 2010 is U.S. Census Bureau; all other years are estimates from the Metropolitan Council.
(2) U.S. Department of Commerce, Bureau of Economic Analysis.
(3) Minnesota Office of State Demographer.
(4) Independent School District No. 624.

Other Budget information

2019 ESTIMATED INVESTMENTS EARNINGS

MATURE DATE	BANK/BROKER	TYPE	NAME	YIELD	INT. RATE	# DAYS	PURCHASE AMOUNT	AS OF 9/30/2018	INTEREST
	WELLS FARGO		PRIME INVESTMENT FUND	0.010%	0.010%	31	$0.00	**$0.00**	$0.00
	MORGAN STANLEY		GOVERNMENT FUND SAVINGS	0.010%	0.010%	365	$0.00	**$40,247.68**	$4.02
	UBS FINANCIAL		MONEY MARKET SWEEP	0.030%	0.030%	365	$0.00	**$120,746.69**	$36.22
	RBC DAIN RAUSCHER		MONEY MARKET SWEEP	0.010%	0.010%	365	$0.00	**$425,249.72**	$42.52
	PMA FINANCIAL		4M FUND	0.020%	0.020%	365	$0.00	**$1,809,760.13**	$361.95
	PMA FINANCIAL		4M FUND - PLUS	0.050%	0.050%	365	$0.00	**$3,255.67**	$1.63
			ESTIMATED INVESTMENT	0.850%	0.850%	179	$250,000.00	$250,000.00	$1,042.12
			ESTIMATED INVESTMENT	1.100%	1.100%	365	$500,000.00	$500,000.00	$5,500.00
1/2/2019	RBC DAIN	CD	ZIONS FIRST NATL BK UTAH CO	1.750%	1.750%	2	$245,000.00	$245,000.00	$23.49
4/27/19	UBS FINANCIAL	GO BOND	FHLMC MED TERM NTS	3.116%	4.040%	147	$446,175.00	$446,175.00	$7,259.57
9/23/19	UBS FINANCIAL	CD	GE CAPITAL RETAIL BANK	2.000%	2.000%	266	$245,000.00	$245,000.00	$3,570.96
10/15/19	UBS FINANCIAL	CD	CAPITAL ONE BANK	1.300%	1.300%	288	$120,000.00	$120,000.00	$1,230.90
11/25/19	UBS FINANCIAL	CD	AMERICAN EXPRESS CENTUR	2.050%	2.050%	329	$96,000.00	$96,000.00	$1,773.90
12/31/19	UBS FINANCIAL	CD	GOLDMAN SACHS	2.200%	2.200%	365	$96,000.00	$96,000.00	$2,112.00
4/1/20	UBS FINANCIAL	GO BOND	OREGON STATE LOTTERY REVENUE BOND	1.220%	1.890%	365	$495,000.00	$495,000.00	$9,355.50
5/1/20	UBS FINANCIAL	CD	CIT BANK SLC	1.800%	1.800%	365	$80,000.00	$80,000.00	$1,440.00
5/22/20	UBS FINANCIAL	CD	SYNCHRONY BANK	1.950%	1.950%	365	$150,000.00	$150,000.00	$2,925.00
4/30/21	UBS FINANCIAL	CD	JP MORGAN CHASE	2.198%	1.400%	365	$50,000.00	$50,000.00	$700.00
12/13/22	UBS FINANCIAL	CD	CAPITAL ONE BANK U VA US	2.500%	2.500%	365	$118,000.00	$118,000.00	$2,950.00
4/28/23	UBS FINANCIAL	CD	HIAWATHA NATIONAL BANK STEP UP	2.147%	1.250%	365	$240,000.00	$240,000.00	$3,000.00
8/1/24	UBS FINANCIAL	GO BOND	COMMERCE CAL COMM. DEV. TAX BOND	2.313%	3.000%	365	$825,000.00	$825,000.00	$24,750.00
9/30/24	UBS FINANCIAL	AGENCY	FHLMC STEP UP	2.147%	1.250%	365	$164,000.00	$164,000.00	$2,050.00
12/15/25	RBC DAIN	GO BOND	MPLS MN SCH DIST CONST BONDS	3.500%	5.125%	365	$589,825.00	$250,000.00	$12,812.50
6/1/26	UBS FINANCIAL	GO BOND	LAKEVILLE MN SCH DIST 194	3.653%	5.050%	365	$576,780.00	$500,000.00	$25,250.00
12/1/26	RBC DAIN	GO BOND	WOODLAND PARK COLO SCHOOL DIST	3.041%	3.230%	365	$101,375.00	$100,000.00	$3,230.00
2/1/27	RBC DAIN	GO BOND	HAWAII STATE GO BONDS	2.444%	5.430%	365	$249,973.59	$195,000.00	$10,588.50
4/15/28	RBC DAIN	GO BOND	ATHENS PA AREA SCHOOL BOND TAXABLE	3.614%	3.950%	365	$209,400.78	$200,000.00	$7,900.00
4/27/28	RBC DAIN	CD	HSBC BANK STEP UP	3.245%	2.250%	365	$248,000.00	$248,000.00	$5,580.00
5/1/30	RBC DAIN	GO BOND	PENNSYLVANIA STATE BOND	4.101%	5.350%	365	$344,007.50	$300,000.00	$16,050.00
2/15/26	RBC DAIN	GO BOND	COMMONWEALTH OF PA	3.148%	4.650%	365	$291,845.67	$260,000.00	$12,090.00
7/15/30	RBC DAIN	GO BOND	COMMONWEALTH OF PA	4.850%	1.939%	365	$438,560.00	$437,000.00	$8,473.43
8/15/30	RBC DAIN	GO BOND	HAMDEN, CONN	3.663%	4.926%	365	$337,444.45	$295,000.00	$14,531.70
10/1/30	RBC DAIN	GO BOND	UNIVERSITY OF HAWAII	4.450%	5.834%	365	$158,421.83	$135,000.00	$7,875.90
8/1/33	RBC DAIN	GO BOND	BELMONT-REDWOOD SHORES BOND	4.198%	5.573%	365	$147,362.65	$125,000.00	$6,966.25
10/1/34	RBC DAIN	GO BOND	NEW YORK NY TAXABLE BOND	4.666%	5.676%	365	$115,157.62	$100,000.00	$5,676.00
3/19/35	RBC DAIN	CD	WELLS FARGO BANK STEP UP	3.724%	3.000%	365	$245,000.00	$245,000.00	$7,350.00
4/1/37	RBC DAIN	GO BOND	NASSAU COUNTY NY IMPROVEMENT BOND	2.717%	6.700%	365	$260,370.00	$220,000.00	$14,740.00
12/1/38	RBC DAIN	GO BOND	NEW ORLEANS PUB IMPT BOND 2014A	4.666%	6.050%	365	$361,409.24	$305,000.00	$18,452.50
				2.380%	2.768%	330	$7,800,108.33	$8,035,175.00	$247,696.58
								$10,434,434.89	

2019 ESTIMATED INTEREST DISTRIBUTION

FUND #	FUND NAME	AVERAGE CASH BALANCE 1ST QTR 2018	AVERAGE CASH BALANCE 2ND QTR 2018	AVERAGE CASH BALANCE 3RD QTR 2018	AVERAGE CASH BALANCE 4TH QTR 2017	AVERAGE CASH BALANCE	PERCENT OF CASH	INTEREST EARNED
101	GENERAL	$1,628,420.85	$662,231.28	$1,291,035.42	$1,337,949.08	$1,229,909.16	12.75%	$29,223.68
516	PARK ACQUISITION	$695,370.25	$699,420.43	$709,856.79	$685,179.00	$697,456.62	7.23%	$16,572.16
202	TOWNSHIP DAY	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
301	04A PUBLIC FACILITY BOND	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
302	05A IMPROVEMENT	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
385	06A TAX INCREMENT BOND	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
386	01C TAX INCREMENT BOND	$45,055.29	$87,735.17	$108,828.39	$109,934.68	$87,888.38	0.91%	$2,088.30
387	05B TAX INCREMENT BOND	$2,387.56	$2,399.85	$2,426.66	$132,948.20	$35,040.57	0.36%	$832.59
388	08A IMP/ UTILITY BOND	$34,782.72	$21,566.76	$27,008.42	$68,956.10	$38,078.50	0.39%	$904.78
389	11A IMPROVEMENT BOND	$400,301.71	$359,592.27	$403,228.46	$484,247.24	$411,842.42	4.27%	$9,785.72
405	EDA							
	101 - DRILL-A-MATIC (32%)	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	102 - CORTEC (68%)	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	103 - THERMOFORM	$23,682.76	$23,520.26	$5,297.35	$22,155.60	$18,663.99	0.19%	$443.47
	110 - COTTAGES	$238,587.30	$239,815.86	$234,669.06	$217,799.90	$232,718.03	2.41%	$5,529.58
	112 - MICROVENA/ EPI	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	114 - ST. CROIX VALLEY HARDWOOD (55.49%)	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	114 - WATER GREMLIN (44.51%)	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	115 - COMTAL	$471,678.55	$410,902.62	$384,396.64	$425,370.41	$423,087.06	4.39%	$10,052.91
	116 - BIRCH LAKE VILLAS	($686,815.72)	($690,352.35)	($396,953.85)	($707,509.86)	($620,407.95)	-6.43%	($14,741.42)
	117 - OMNI-TRACT	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	118 - BOARDWALK	$140,975.65	$118,755.58	$42,799.95	$140,219.25	$110,687.61	1.15%	$2,630.03
	119 - WYLDRIDGE/ DAVIDSON	$16,814.62	$7,455.71	($27,058.94)	$16,431.21	$3,410.65	0.04%	$81.04
	120 - SMC	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
	121 - HERAEUS	$69,537.31	$55,835.38	($7,893.36)	$71,533.41	$47,253.19	0.49%	$1,122.78
	122- TECHWEIGH	$15,962.30	$8,230.99	($12,560.17)	$17,483.91	$7,279.26	0.08%	$172.96
	123 - WATER GREMLIN	$107,653.36	$23,406.83	($143,728.97)	$124,021.96	$27,838.30	0.29%	$661.46
	125 - NEXTURN	($24,737.10)	($24,864.48)	($37,153.16)	($24,411.26)	($27,791.50)	-0.29%	($660.35)
	405 - OTHER	$37,122.52	$155,087.08	($341,920.62)	$195,881.26	$11,542.56	0.12%	$274.26
	405 - ADMINISTRATION ACCOUNT	($72,448.00)	($223,638.93)	$2,991.60	($220,231.74)	($128,331.77)	-1.33%	($3,049.27)
	405 - LOAN PAYBACK ACCOUNT	$462,091.08	$464,497.35	$720,187.35	$457,392.96	$526,042.19	5.46%	$12,499.21
504	COMMUNITY PARK IMPROV	$276,385.22	$261,506.60	$274,540.87	$283,287.16	$273,929.96	2.84%	$6,508.81
505	IMPROVEMENT FUNDS	$2,001,421.81	$1,958,332.72	$2,804,524.97	$1,882,221.92	$2,161,625.36	22.42%	$51,362.05
514	08 CONSTRUCTION FUND	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
517	PARK IMPROVEMENT FUND	$50,005.43	$190,179.18	$189,479.16	$12,500.00	$110,540.94	1.15%	$2,626.55
601	WATER OPERATING	$773,677.60	$691,157.89	$786,511.21	$921,880.91	$793,306.90	8.23%	$18,849.64
601	COTTAGES WATERMAIN DEPOSIT	$9,903.57	$9,892.58	$9,982.51	$9,721.05	$9,874.93	0.10%	$234.64
602	SEWER OPERATING	($188,853.13)	($285,926.99)	($308,140.99)	($259,829.46)	($260,687.64)	-2.70%	($6,194.16)
603	STORM WATER	$915,255.49	$973,839.69	$1,067,525.43	$891,867.71	$962,122.08	9.98%	$22,860.83
701	BLD REPLACEMENT	$977,623.80	$1,029,719.60	$1,071,352.94	$987,042.41	$1,016,434.69	10.54%	$24,151.35
702	EQUIPMENT REPLACEMENT	$827,378.48	$980,363.96	$996,450.04	$831,759.15	$908,987.91	9.43%	$21,598.32
703	RISK MANAGEMENT	$451,839.71	$564,763.63	$607,220.13	$513,713.08	$534,384.14	5.54%	$12,697.42
	TOTAL	$9,701,060.99	$8,775,426.52	$10,464,903.29	$9,629,515.24	$9,642,726.51	100.00%	$229,119.34

INTEREST RECEIVED	INTEREST	7.5% ADMIN FEE	INTEREST DISTRIBUTE
	$247,696.58	$18,577.24	$229,119.34

YEARLY F. T. E. COMPARISION BY ACTIVITY

BUDGET YEAR	TOTAL FTE	BOARD OF SUPERVISORS *	ADMIN.	RECYCLE	COMM. DEVEL.	CODE ENFORCE	TOWN BUILDINGS	PUBLIC WORKS	ROAD & BRIDGE	PARK & RECREATION	WATER OPERATING	SEWER OPERATING	STORM WATER
2009	17.79	0.00	2.10	0.05	1.50	2.20	0.20	0.80	2.54	3.19	3.04	1.78	0.39
2010	19.30	0.00	2.10	0.05	1.50	2.20	0.22	0.90	2.73	3.25	3.08	2.56	0.71
2011	19.30	0.00	2.10	0.05	1.50	2.20	0.22	0.90	2.73	3.25	3.08	2.56	0.71
2012	19.80	0.00	2.10	0.05	1.50	2.20	0.22	0.90	2.73	3.25	3.28	2.76	0.81
2013	18.80	0.00	2.05	0.05	1.50	1.60	0.22	0.90	2.68	3.20	3.18	2.66	0.76
2014	19.30	0.00	1.90	0.05	1.50	2.15	0.22	0.90	2.73	3.25	3.18	2.65	0.77
2015	19.30	0.00	1.90	0.05	1.50	2.15	0.22	0.90	2.73	3.25	3.18	2.65	0.77
2016	21.30	0.00	1.90	0.05	1.50	2.15	0.27	1.00	3.21	4.03	3.45	2.90	0.84
2017	21.30	0.00	1.90	0.05	1.50	2.15	0.27	1.00	3.21	4.03	3.45	2.90	0.84
2018	21.30	0.00	1.90	0.05	1.50	2.15	0.27	1.00	3.21	4.03	3.45	2.90	0.84
2019	22.30	0.00	1.90	0.05	1.50	2.15	0.27	1.00	3.26	4.08	3.75	3.20	1.14

TIME SPENT DISTRIBUTION

POSITION	2017 FTE	2018 FTE	2019 FTE	BOARD OF SUPERVISORS	ADMIN.	RECYCLE	COMM. DEVEL.	CODE ENFORCE	TOWN BUILDINGS	PUBLIC WORKS	ROAD & BRIDGE	PARK & RECREATION	WATER OPERATING	SEWER OPERATING	STORM WATER
TOWN BOARD SUPERVISORS *	0	0	0	78%									12%	10%	
CLERK/TREASURER	1	1	1		10%		35%						25%	25%	5%
FINANCE OFFICER	1	1	1		40%								30%	25%	5%
DEPUTY CLERK	0	0	0		0%			0%							
ACCOUNTING CLERK	1	0	0		0%								0%	0%	0%
ACCOUNT ANALYST	0	1	1		55%								20%	20%	5%
PLANNER	1	1	1		20%	5%	75%								
ACCOUNTING CLERK/SECRETARY	1	1	1		60%			15%					10%	10%	5%
RECEPTIONIST/SECRETARY	1	1	1		5%			60%			5%	5%	10%	10%	5%
SECRETARY/PARA LEGAL	1	1	1				40%	40%					20%		
UTILITY COORDINATOR	0.00	0.00	1.00								5%	5%	30%	30%	30%
PUBLIC WORKS DIRECTOR	1	1	1						2%	10%	24%	20%	21%	18%	5%
PUBLIC WORKS COORDINATOR	1	1	1						2%	10%	24%	20%	21%	18%	5%
LEADWORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
MAINTENANCE WORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
MAINTENANCE WORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
MAINTENANCE WORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
MAINTENANCE WORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
MAINTENANCE WORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
MAINTENANCE WORKER	1	1	1						2%	10%	24%	20%	21%	18%	5%
PUBLIC WORKS SUMMER HELP	3.30	3.30	3.30						2%		23%	60%	6%	6%	3%
CODE ENFORCEMENT	1	1	1					100%							
TOTAL F.T.E.	21.30	21.30	22.30	0	1.90	0.05	1.50	2.15	0.27	1.00	3.26	4.08	3.75	3.20	1.14

Personnel Count

POSITION	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
TOWN BOARD SUPERVISORS *	3	3	3	3	3	3	3	3	3	3	3	3	3
CLERK/TREASURER	1	1	1	1	1	1	1	1	1	1	1	1	1
FINANCE OFFICER	1	1	1	1	1	1	1	1	1	1	1	1	1
DEPUTY CLERK	1	1	1	1	1	1	1	0	0	0	0	0	0
ACCOUNTING CLERK	1	1	1	1	1	1	1	1	1	1	0	0	0
ACCOUNT ANALYST	0	0	0	0	0	0	0	0	0	0	1	1	1
PLANNER	1	1	1	1	1	1	1	1	1	1	1	1	1
PART-TIME SECRETARY	1	1	0	0	0	0	0	0	0	0	0	0	0
ACCOUNTING CLERK/SECRETARY	0	0	0	0	0	1	1	1	1	1	1	1	1
RECEPTIONIST/SECRETARY	0	0	1	1	1	1	0	1	1	1	1	1	1
SECRETARY/PARA LEGAL	1	1	1	1	1	1	1	1	1	1	1	1	1
UTILITY COORDINATOR	0	0	0	0	0	0	0	0	0	0	0	0	1
PUBLIC WORKS DIRECTOR	0	0	0	1	1	1	1	1	1	1	1	1	1
PUBLIC WORKS COORDINATOR	1	1	1	1	1	1	1	1	1	1	1	1	1
LEADWORKER	1	1	1	1	1	1	1	1	1	1	1	1	1
MAINTENANCE WORKER	6	6	6	6	6	6	6	6	6	7	7	7	7
PUBLIC WORKS SUMMER HELP	3	3	3	6	6	6	7	7	7	8	8	8	8
CODE ENFORCEMENT	1	1	1	1	1	1	1	1	1	1	1	1	1
TOTAL POSITION COUNT	22	22	22	26	26	27	27	27	27	29	29	29	30

* Town Board Supervisors are not included in F.T.E. estimates.

GLOSSARY OF TERMS

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

ACCOUNTS PAYABLE: Amounts owed to others for goods or services received.

ACCOUNTS RECEIVABLE: Amounts due from others for goods furnished or services rendered.

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

ACCRUAL BASIS OF ACCOUNTING: The method of accounting under which revenues are recorded when they are earned and expenditures are recorded when goods and services are received.

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

ADOPTION: The formal action taken by the Town Board to authorize or approve the budget.

AD VALOREM: In proportion to value. A basis for levying taxes upon property.

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

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

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

ASSESSMENTS: Charges made to parties for actual services or benefits received.

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

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

(a) To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and balanced account groups of the governmental unit in accordance with generally accepted accounting principals applicable to governmental units and on a basis consistent with that of the preceding year.

(b) To determine the propriety, legality and mathematical accuracy of a governmental unit's financial transactions.

(c) To ascertain whether all financial transactions have been properly recorded.

(d) To ascertain the stewardship of public officials who handle and are responsible for the financial resources of a governmental unit.

BALANCED BUDGET: A budget in which estimated revenues, including operating transfers from other funds equals estimated expenditures, including operating transfers to other funds. A balanced budget would have no effect on fund balance/fund equity. The Township's policies require the General Fund budget to be balanced.

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

BONDED INDEBTEDNESS: Outstanding debt by issues of bonds, which are repaid by ad valorem or other revenue.

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

BUDGET DOCUMENT: The official written statement prepared by the Clerk/Treasurer and Finance Officer of the Township which presents the proposed budget to the Town Board.

BUDGET BODY MESSAGE: A general discussion of the proposed budget presented in writing as a part of the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the Clerk/Treasurer.

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

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

CAPITAL ASSETS: Assets with a value of $1,000 or more and a useful life of 3 years or longer.

CAPITAL EXPENDITURE: Assets with an initial, individual cost of more than $1,000 and an estimated useful life in excess of three years.

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

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

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

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

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

CHARGES FOR SERVICES: Charges for current services rendered.

CHART OF ACCOUNTS: The classification system used by a government entity to organize the accounting for various funds.

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

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

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

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

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

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

DEBT SERVICE FUNDS: To account for the accumulation of resources for payment of general long-term debt.

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

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

DISTINGUISHED BUDGET PRESENTATION AWARDS PROGRAM: A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

EFFECTIVE BUYING INCOME (EBI): A statistical measure of buying power of an area or group of individuals.

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

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

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

FINES: Revenues from penalties imposed for violation of laws or regulations.

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

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

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

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

FULL TIME EQUIVALENT (FTE): The number of employee hours (2,080) needed to be equal to one full time employee. Several part time employees may be combined to make one full time equivalent.

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

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

FUND BALANCE: The difference between fund's assets and fund liabilities (the equity) in governmental funds.

FUND BALANCE – ASSIGNED: Segregation of a portion of fund balance to indicate the government's intent to use the resources for specific purposes where the specific purposes are identified by either the government's highest level of decision-making authority or a body or official that has been delegated the authority to do so by the governing body.

FUND BALANCE – COMMITTED: Segregation of a portion of fund balance that represents resources whose use is subject to a legally binding constraint that is imposed by the government itself at its highest level of decision-making authority and that remains legally binding unless removed in the same manner.

FUND BALANCE – NONSPENDABLE: Segregation of a portion of fund balance to indicate that the amount cannot be spent because the resources are not in spendable form, such as inventories or prepaid items.

FUND BALANCE – RESTRICTED: Segregation of a portion of fund balance that represents resources whose use is subject to externally enforceable constraints.

FUND BALANCE – UNASSIGNED: The difference between the total fund balance in a governmental fund and its nonspendable, restricted, committed, and assigned components. Only the general fund may report positive amounts of unassigned fund balance.

GENERAL FUND: Accounts for the general operation of the Township and all financial resources except those to be accounted for in another fund.

GENERAL GOVERNMENT: Expenditures, which represents a set of accounts, to which are charged the expenditures for operating the Township.

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

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

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

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

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

HOMESTEAD AND AGRICULTURAL CREDIT (HACA): A form of state paid property tax relief for farm property and owner occupied homes.

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

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

INFLOW/INFILTRATION (I/I): The term used to describe clean water entering into the sanitary sewer system.

INTERFUND TRANSFERS: Amounts transferred from one fund to another.

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

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

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

LEVY: (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes special assessments, or service charges imposed by a governmental unit.

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

LIMITED MARKET VALUE: The amount the market value of a property can increase from one year to the next for calculating property taxes. The limited market value system was phased-out by the State of Minnesota.

LINE ITEM: A specific item or group of similar items defined by detail in a unique account in the financial records.

LOCAL GOVERNMENT AID (LGA): Intergovernmental revenue from the state to municipalities to help fund general expenditures.

LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

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

MARKET VALUE EXCLUSION (MVE): A portion of a property's market value that is not included in the property tax calculation based on a formula set by the State of Minnesota. This exclusion reduces the taxable market value.

MARKET VALUE HOMESTEAD CREDIT (MVHC): State paid property tax reduction on owner occupied homes based on the properties market value.

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

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

NET POSITION – GENERAL GOVERNMENT: The difference between general government asset and liability accounts reported in the government-wide financial statements.

OBJECT OF EXPENDITURE: Expenditure classifications based upon the types or categories of goods and services purchased.

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

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

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

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

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

ORDINANCE: A formal legislative enactment by the Town Board.

PAY-AS-YOU-GO BASIS: A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

PERFORMANCE MEASURE: See Service Levels.

PERSONAL SERVICES: Expenditures for salaries, wages, and fringe benefits of employees.

PROGRAM: A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the governmental unit is responsible.

PROJECT: A plan of work, job assignment, or task.

PROPRIETARY ACCOUNTS: Those accounts which show actual financial position and operation, such as actual assets, liabilities, reserves, fund balances, revenues, and expenditures, as distinguished from budgetary accounts.

PUBLIC SAFETY: To account for expenditures related to the protection of persons and property.

PUBLIC WORKS: To account for expenditures for the maintenance of Township property and infrastructure.

PURPOSE: A broad statement of the goals, in terms of meeting public service needs, that a department is organized to meet.

REFUNDING BONDS: Bonds issued to retire bonds already outstanding.

REIMBURSEMENT: Cash or other assets received as a repayment of the cost of work or services performed or of other expenditures made for or on behalf of another governmental unit or department or for an individual, firm, or corporation.

RESERVE: An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure.

RESOLUTION: A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

RESOURCES: The actual assets of a governmental unit, such as cash, plus contingent assets such as estimated revenues applying to the current fiscal year not accrued or collected, and bonds authorized and not issued.

REVENUE: The term designates an increase to a fund's assets which: 1) does not increase a liability; 2) does not represent a repayment of an expenditure already made; 3) does not represent a cancellation of certain liabilities; and 4) does not represent an increase in contributed capital.

REVENUE BOND: A bond that is backed by a particular revenue source such as water user fees.

SERVICE LEVELS: Data to determine how effective or efficient a program is in achieving its objective.

SPECIAL ASSESSMENT: A compulsory levy made by a local government against certain properties to defray part or all of the cost of a specific improvement or service which is presumed to be of general benefit to the public and of special benefit to such properties.

SPECIAL REVENUE FUND: To account for revenue derived from specific revenue sources that are legally restricted for specific purposes.

SY: Abbreviation for square yard, which is how sealcoating and street overlay projects are measured.

TAXABLE MARKET VALUE: That portion of a property's market value that is used to calculate property taxes.

TAX CAPACITY: An amount determined by a percentage of a property's market value, which is than applied to the tax rates of taxing jurisdictions affecting the property to determine the amount of property taxes owed. The current tax rates and property classifications can be found on page 135.

TAX CAPACITY RATE: Tax rate applied to tax capacity to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.

TAX CLASSIFICATION RATE: Rate at which estimated market values are converted into the property tax base. The classification rates are assigned to properties depending on their type (residential, commercial, farm, etc.) and, in some cases there are two tiers of classification rates, with the rate increasing as the estimated market values increases.

TAX INCREMENT FINANCING (TIF): Financing tool originally intended to combat severe blight in areas, which would not be redeveloped "but for" the availability of government subsidies derived from locally generated property tax revenues.

TAX LEVY: The total amount to be raised by general property taxes for the purpose stated in the resolution certified to the county auditor.

TAX RATE: The amount applied to tax capacity to determine the taxes generated by the property.

TAXES: Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

TRUST AND AGENCY FUNDS: Funds used to account for assets held by a government in a trust capacity or as an agent for individuals, private organizations, other governments and/or other funds.

TRUST FUND: A fund consisting of resources received and held by the governmental unit as trustee, to be expended or invested in accordance with the conditions of the trust.

UNBALANCED BUDGET: A budget which undesignated fund balance or reserves are used in order to balance estimated revenues to estimated expenditures or expenses.

UNRESERVED FUND BALANCE: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USER FEES: The payment of a charge for direct receipt of a public service by the party benefiting from the service.

WORKLOAD INDICATOR: A unit of work to be done.

ACRONYMS

ACS	Animal Control Services
CAFR	Comprehensive Annual Financial Report
CD	Certificate of Deposit
CIP	Capital Improvement Plan
CP	Commercial Paper
CPI	Consumer Price Index
HACA	Homestead and Agricultural Credit Aid
EBI	Effective Buying Income
EDA	Economic Development Authority
EMV	Estimated Market Value
FHLB	Federal Home Loan Bank
FNMA	Federal National Mortgage Association
FTE	Full Time Equivalent
GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officer's Association
GO	General Obligation
I/I	Inflow/Infiltration
LGA	Local Government Aid
MCES	Metropolitan Council Environmental Services
MVE	Market Value Exclusion
MVHC	Market Value Homestead Credit
SAC	Sewer Availability Charge
SY	Square Yard
TIF	Tax Increment Financing
TVA	Tennessee Valley Authority
VLAWMO	Vadnais Lake Area Water Management Organization
WAC	Water Availability Charge
WBLCD	White Bear Lake Conservation District