City of Mankato

Leading the way...

CITY OF MANKATO

Annual Budget

Fiscal Years 2022 to 2023



A View of Downtown from Riverfront Park by Lauren Mendez-McConkey

City of Mankato

Leading the way...

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City of
MANKATO
Leading the way...

August 18, 2021

Dear Honorable Mayor Massad and Members of the City Council,

Pursuant to the Mankato City Charter and Minnesota Statutes, the City Manager hereby submits to the City Council a recommended revision for Fiscal Years 2022/2023 Biennial Budget for all funds of the City of Mankato.

Minnesota law requires local governments to establish a preliminary tax annually in September of each year. Similar to previous years the preliminary tax levy is the maximum the levy can be set by the City Council and is utilized to notice the taxpayer of potential changes in property taxes. After the preliminary levy is set, the levy may not increase (only decrease) prior to final adoption. The city's tax capacity increased (by 2.4% percent) enabling the tax extension rate to remain relatively flat at 44.07 for the twelfth consecutive year. The proposed 2.4% percent levy increase results in an increase of $499,966 to the levy. Of which 26.7% is due to new construction, 73.3% is the result of market growth and 0% is unabsorbed. The increase in tax capacity and resulting collections will ensure a continued high level of municipal services and responsible capital improvement program that Mankato residents and businesses have come to enjoy.

Consistent with the identified budget strategy and engagement efforts that were identified during the June 28th City Council work session my team and I have built a budget that maintains a consistent tax rate and comparative service fees, more importantly is what it accomplishes. As a result, of COVID-19 many organizational financial adjustments and precautions were required to safeguard against the impacts of a pandemic and a future unknown. The budget that is submitted to you today, aims to gradually stabilize personnel and commodities necessary to deliver a high level of service. Retains Mankato's longstanding investment into its surface transportation program, resulting in well-conditioned community roads. Finally, a well-planned capital investment plan that establishes, prioritizes, and plans funding for projects to improve existing and develop new infrastructure and facilities.

The City Council will notice proposed increases in water, sewer, and storm water rates. The increases are projected to address growing capital replacement needs in utilities, and also provide the reasonable fund balance reserves necessary to maintain high quality credit ratings for debt service reserves, and cash flow for operations. It is recommended that the rate increases be phased in over a three year period anticipating a stepped up storm water improvement program, and a major wastewater treatment capital project, in addition to possible water treatment plant improvements to address rising nitrates in the Minnesota River. All of the Mankato Wastewater Customer Communities have agreed to the changes in the Wastewater User Charge System addressing debt and capital replacement. In addition, you will note a more robust five year capital project plan within the public safety, public works, parks and IGC capital replacement funds. To include many of Mankato's major parks and facilities.

This year's budget document has been redesigned to hopefully provide lairing of information, from high level to more in-depth service area financial detail. Consistent with previous years the budget document features a comprehensive "All Funds Overview" introduction at the beginning of the document. The City Council and citizens are urged to review this section carefully as it not only capsulizes the financial strategy for Mankato's budget, but also gives insight into the financial policies that city staff will ask the City Council to consider in the coming year. Specifically, further policy refinement will be offered on fund balances, distribution of levy proceeds between operating budgets and capital improvement/debt, and tighter controls on use of capital replacement funding. In addition, there are several informational components that have been added and modified in the development of the 2022-2023 budget book, starting with the enhancement of the community profile to include additional property tax composition perspective, tax rate and utility rate comparisons with other local jurisdictions.

Although the second year of the 2022-2023 budget is projected and adopted upon City Council approval of this document, it is expected that minor amendments will come forward during a streamlined two-year process. At mid-year 2022, city staff will review revenue projections and make recommendations for adjustments to be presented in August 2022. As required by Minnesota Statute, the City Council will be required to finalize the 2023 levy, and adopt the final budget adjustments

prior to the end of the year for 2023. Overall, the adoption of the two-year budget process will greatly reduce the City Council's time devoted to annual budget review and enable city leaders to more fully concentrate on policy issues and strategic planning initiatives.

I look forward to working with you, staff, and the community of Mankato, as we deliberate the 2022/2023 budget revisions, related capital improvement plan, and important financial policy changes.

Respectfully submitted,



Susan MH Arntz
City Manager

City of Mankato

Leading the way...

Introduction

City Council Contact Information



Najwa Massad
Mayor
nmassad@mankatomn.gov
507-387-8693
Current term through 2022



Mike Laven
President, Serves at-large
mlaven@mankatomn.gov
507-720-8674
Current term through 2024



Karen Foreman
Serves Ward 1
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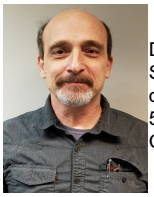
507-382-4256
Current term through 2022



Dennis Dieken
Serves Ward 2
ddieken@mankatomn.gov
507-345-3320
Current term through 2024



Mark Frost
Serves Ward 3
mfrost@mankatomn.gov
507-340-2115
Current term through 2022



Jenn Melby-Kelley
Serves Ward 4
jmelby-kelley@mankatomn.gov
507-720-8787
Current term through 2024



Jessica Hatanpa
Serves Ward 5
jhatanpa@mankatomn.gov
507-613-8067
Current term through 2022



Susan MH Arntz
City Manager
sarntz@mankatomn.gov
507-387-8695
Appointed by the City Council

Service Departments

Civic Center	Eric Jones and Brian Sather	Co-Directors
Community Development	Paul Vogel	Director
Public Safety	Amy Vokal	Director
Public Works	Jeff Johnson	Director

Administrative Support Departments

Administrative Services	Parker Skophammer	Director
Human Resources	Sheila Huber	Director
Public Information and Communications	Edell Fiedler	Director

Vision

Leading the way as a vibrant, diverse, regional community.

Leadership Philosopy

We belong to an organization that cares about making a positive difference in the lives of others. Our work is challenging and has purpose. We listen and engage with each other and our community.

We are empowered and trusted to make good decisions that align with Public Service Principles and Core Values. Our organization is committed to investing in and developing each other. We will recognize and celebrate our collective achievements and individual accomplishments.

Public Service Principles

Responsive
Prompt to respond and serve.

Efficient
Highest performance at greatest economy.

Greater Good
Serve for the good of the community and region.

Innovation
Embracing new ideas and methods to improve service delivery.

Open
Spirit of accessibility in policy making and operation.

Neighborly
Concern and compassion for others.

Core Values

Positive attitude
We take a positive approach, show initiative and a willingness to improve. We take pride in the work we do.

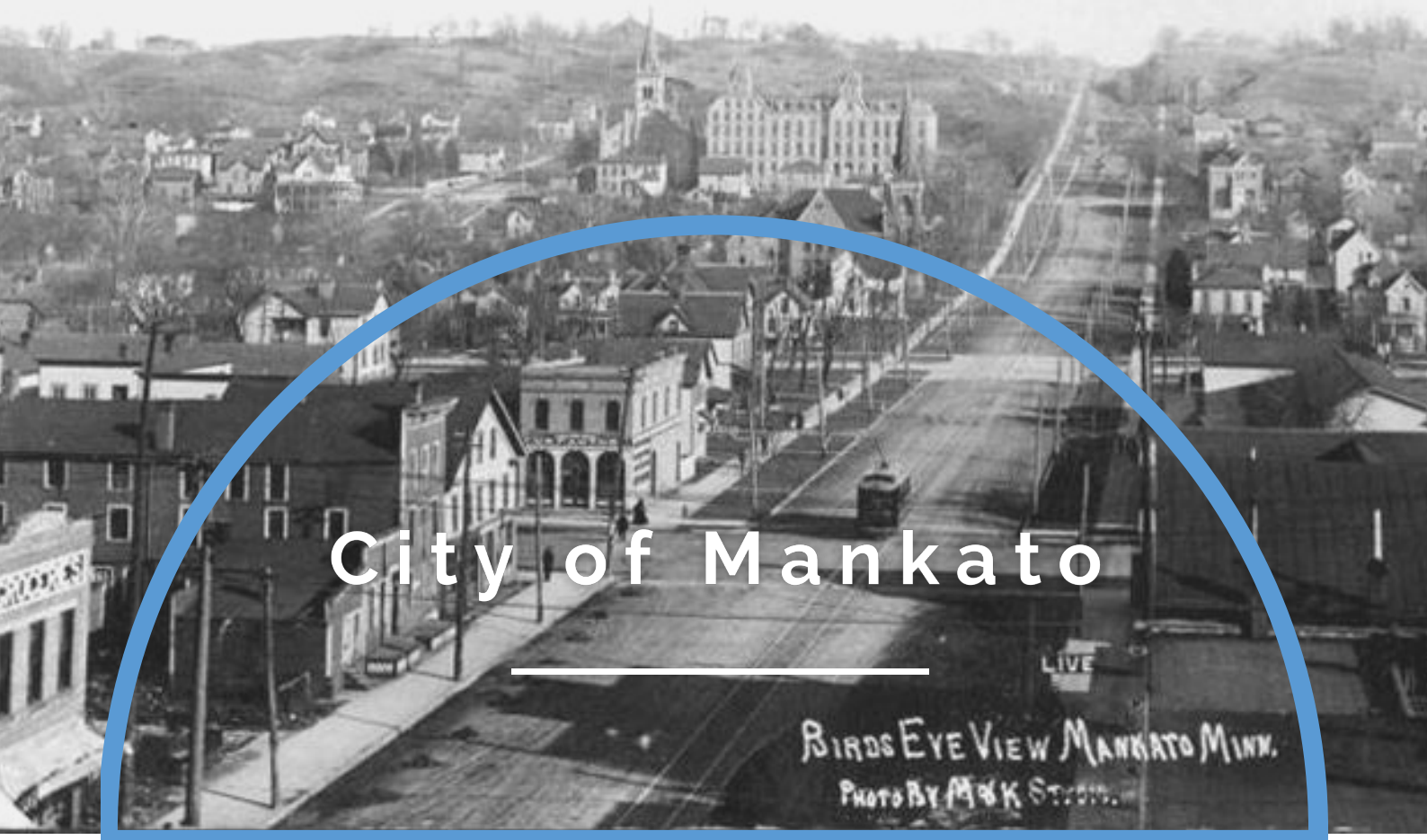
Accountability
We take responsibility for our actions and the completion of our work.

Respect
We treat everyone with courtesy and dignity and value their perspectives, acknowledging our differences.

Teamwork
Together, we collaborate on ideas and share information, resources and responsibility for the best possible outcomes.

Integrity
We lead by example by being honest, doing the right thing and following through. Our actions reflect our words.

Employee motto:
Work hard. Have fun.



City of Mankato

Community Profile

Prepared by
Mireille Ghassan
City Manager Intern

City of Mankato
Leading the way...

MANKATO

Recognized as one of the best small cities in America!

Located in the scenic Minnesota River Valley and an hour and a half from Minneapolis-St. Paul, Mankato is the centerpiece of a prosperous, progressive, and culturally rich region. Mankato has earned several livability awards, making it an excellent place to work, play, live and raise a family.

ECONOMY

Mankato's economic diversity and growth leads Minnesota, and is among the top in the nation. Mankato has a population of 44,488 with a contiguous urban population area of 96,740. There is a trade area population of more than 400,000; and there are 1.6 million people who live within 60 miles. Mankato is the region's commercial, industrial, educational, health care and technology center. The region's stability is supported by an ever growing agricultural economy.

AMENITIES

The city has all of the amenities and resources of a large city while at the same time providing the peace of mind and quality of life associated with small town America. The city is renowned for its natural beauty. Rivers, lakes, ravines, bluffs, natural prairies and forested areas offer breathtaking landscapes and provide a scenic backdrop for an area of rich cultural heritage steeped in historical significance.

EDUCATION

The public K-12 school system provides educational opportunities for pre-kindergarten through grade 12. The Greater Mankato Area hosts five superb higher education institutions. Enjoying superior health care provided by Mayo Clinic Health System and the Mankato Clinic, Mankato is recognized as one of the best small cities in America.

RECREATION

Recreational and cultural opportunities exist for all ages and interest levels. The River Valley and area lakes offer a broad range of activities for the outdoor enthusiast, including biking, skiing, kayaking, fishing and boating. As a regional arts center, residents enjoy national touring artists, symphony orchestra, and a culture rich in heritage, historical significance and art. For the sports enthusiasts, the higher-education institutions are known for their nationally ranked sports teams.

AT A GLANCE

Parcels

- Mankato has a total of 12,899 parcels.
- With a population of 44,488, Mankato's total parcel count includes both rented and owned residences, commercial and industrial zones, agricultural plots, and tax exempt properties.

Taxable Market Value

- In 2021 the taxable market value of Mankato was estimated at $3.72 billion
- The 2022 taxable market value is $3.86 billion - an increase of over $140 million

Net Tax Capacity

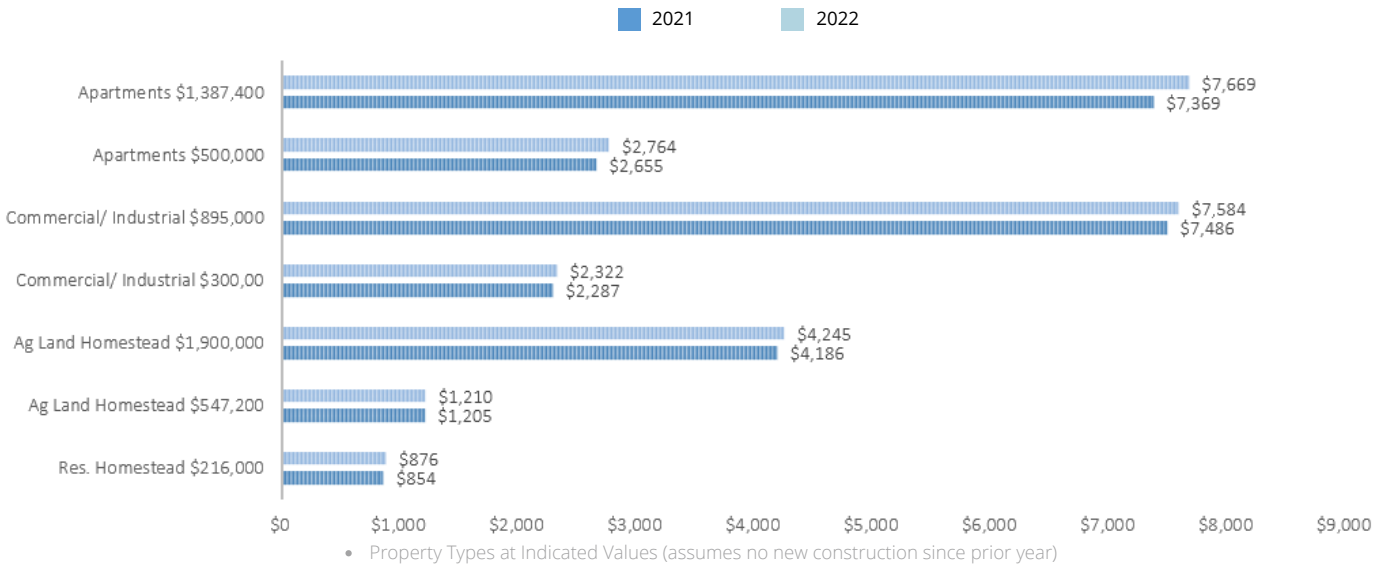
- The total Net Tax Capacity (NTC) for 2021 was $47,203,142
- In 2022, the proposed NTC is $49,010,392 which is a 3.8% change from the year prior.
- The "tax capacity value" is determined by multiplying the taxable market value of the property by the statutory percentage rates (also called class rates) for the specific classification(s) / use(s) on the property

Tax Levy and Rate

- In 2021, the City of Mankato tax levy was $20,798,000.
- In 2022, the City of Mankato tax levy is proposed to be $21,594,000 which is a change of 3.8% with an amount change of $796,000
- In 2021, the City of Mankato tax rate was 44.06%
- In 2022, the City of Mankato tax rate is proposed to be the same as the year prior, at 44.06% which has been consistent for the past 10 years.

AVERAGE TAX IMPACTS

Pay 2021 vs. Pay 2022



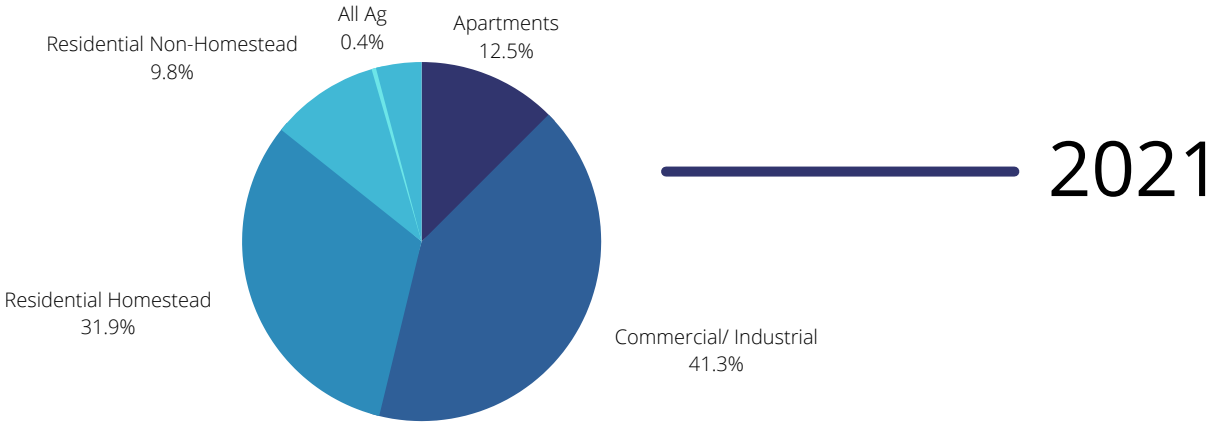
- Property Types at Indicated Values (assumes no new construction since prior year)

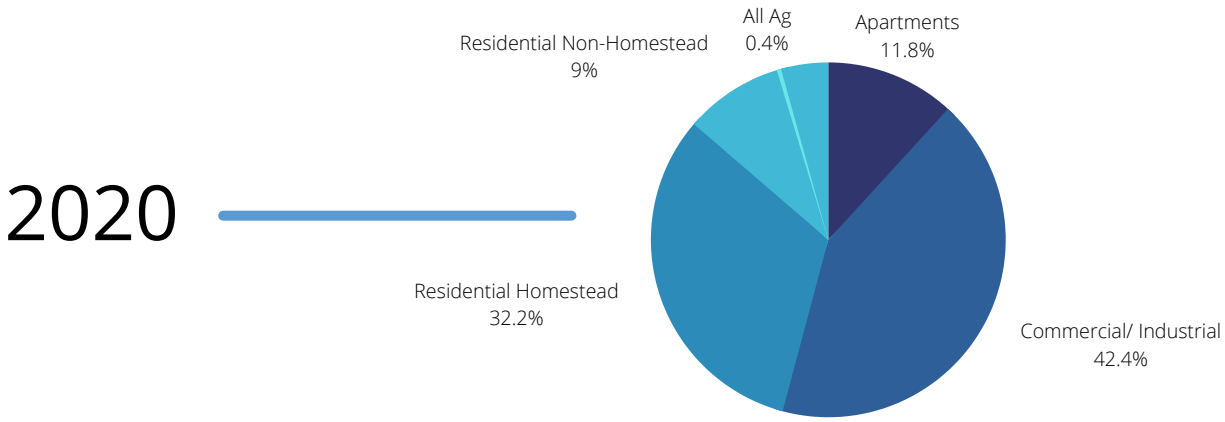
- ·Residential Homestead. This property class saw value increases citywide and had stable new construction amounts overall. An averaged-valued property ($223,900) will see a tax increase of about $52 (+6.05%) on the city portion due to the levy dollar increase and value increases, provided there is no new construction.
- Commercial/Industrial. This property class did see minimal value decreases citywide and saw a decrease in new construction amounts compared to last year. An average- valued property ($657,300) will see a decrease of about $121 (-2.17%) on the city portion of property taxes provided there is no new construction. A more modest commercial property valued at $300,000 would see a city-portion tax decrease of approximately $53 (-2.24%).
- Apartments. This property class's values increased citywide, however, they experienced an increase in new construction. An average-valued property ($1,321,00) will see an increase of about $358 (+5.17%) in city taxes. This assumes there was no new construction on an individual basis. A more modest apartment property valued at $500,000 would see a city-portion tax increase of approximately $138 (+5.28%).
- Agricultural Land. This property type is included in the graph above for informational purposes; however, it is a smaller portion of the city's property tax pie so detailed analysis is not significant enough to be meaningful.

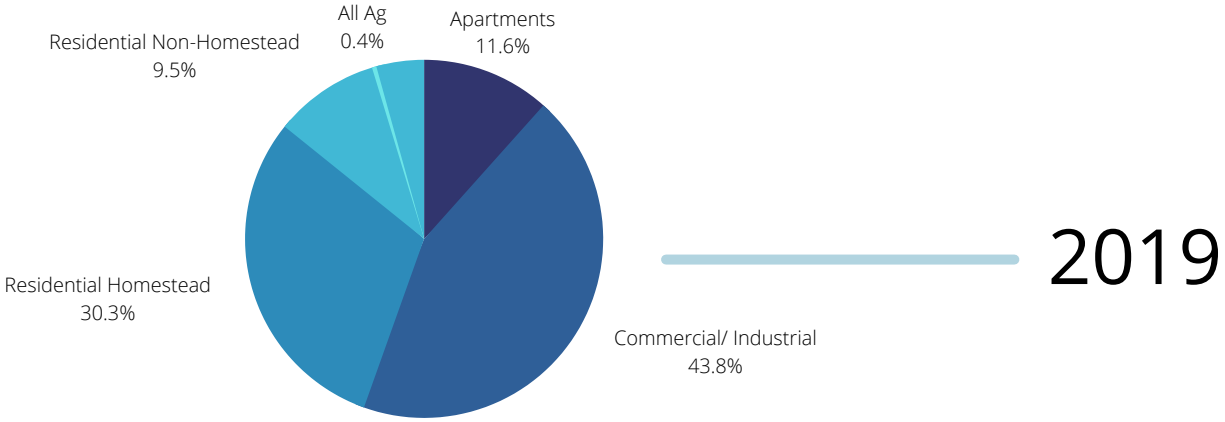
STATISTICS

NET TAX CAPACITY BY MAJOR PROPERTY TYPES

The "property tax pie" in Mankato has grown over 43% since payable in 2013.







TOP TEN OVERALL

Taxable Market Value - 2021

Name of Entity	Class	NTC Taxable Amount ($)	Taxable Market Value ($)
Xcel Energy	Utility	1,372,078	68,678,900
River Hills Mall	Shopping Center	836,570	40,742,200
Wal-Mart Stores Inc.	Retail	543,288	27,201,900
Highland Hills of Mankato	Apartments	363,796	29,103,700
Mankato Clinic LTD	Medical	349,044	17,498,700
Kearney Properties LTD	Retail	316,800	15,877,500
Minnesota Gas Company	Utility	316,788	15,839,400
Inland Real Estate Corp	Apartments	309,994	15,537,200
PDL Leasing LLC	Manufacturing	306,132	15,353,100
Archer-Daniels Midland CO	Soybean Processor	281,914	14,133,200
Total		**4,996,404**	**259,965,800**

Mankato was ranked 3rd in the nation on the Forbes 2014 list of "Best small places for businesses and careers" among metropolitan statistical areas with populations less than 250,000. Items considered to earn the ranking: job growth, business and living costs, income growth, educational attainment and projected economic growth. Other factors include net migration patterns, cultural and recreational opportunities and the number of highly ranked colleges in the area.


by Sam Csizmadia, Mankato

TOP TEN

Class 1 Residential Homestead - 2021

Name of Entity	TMV	City Tax Paid ($)
222 Wynnwood Cir	$1,077,400	$5,383.25
236 Woodhill Ct	$1,034,400	$5,146.20
31 Trail Dr	$1,007,300	$5,005.21
40 Trail Dr	$985,000	$4,874.35
104 Goodyear Ave	$983,200	$4,864.22
425 Diamond Creek Rd	$956,400	$4,716.62
10 Trail Dr	$904,700	$4,431.99
120 Greenwood Dr	$902,900	$4,421.86
117 Hidden Oaks Cir	$896,900	$4,388.81
105 Larkspur Ct	$895,700	$4,382.20
Total	**$9,643,900**	**$47,614.71**

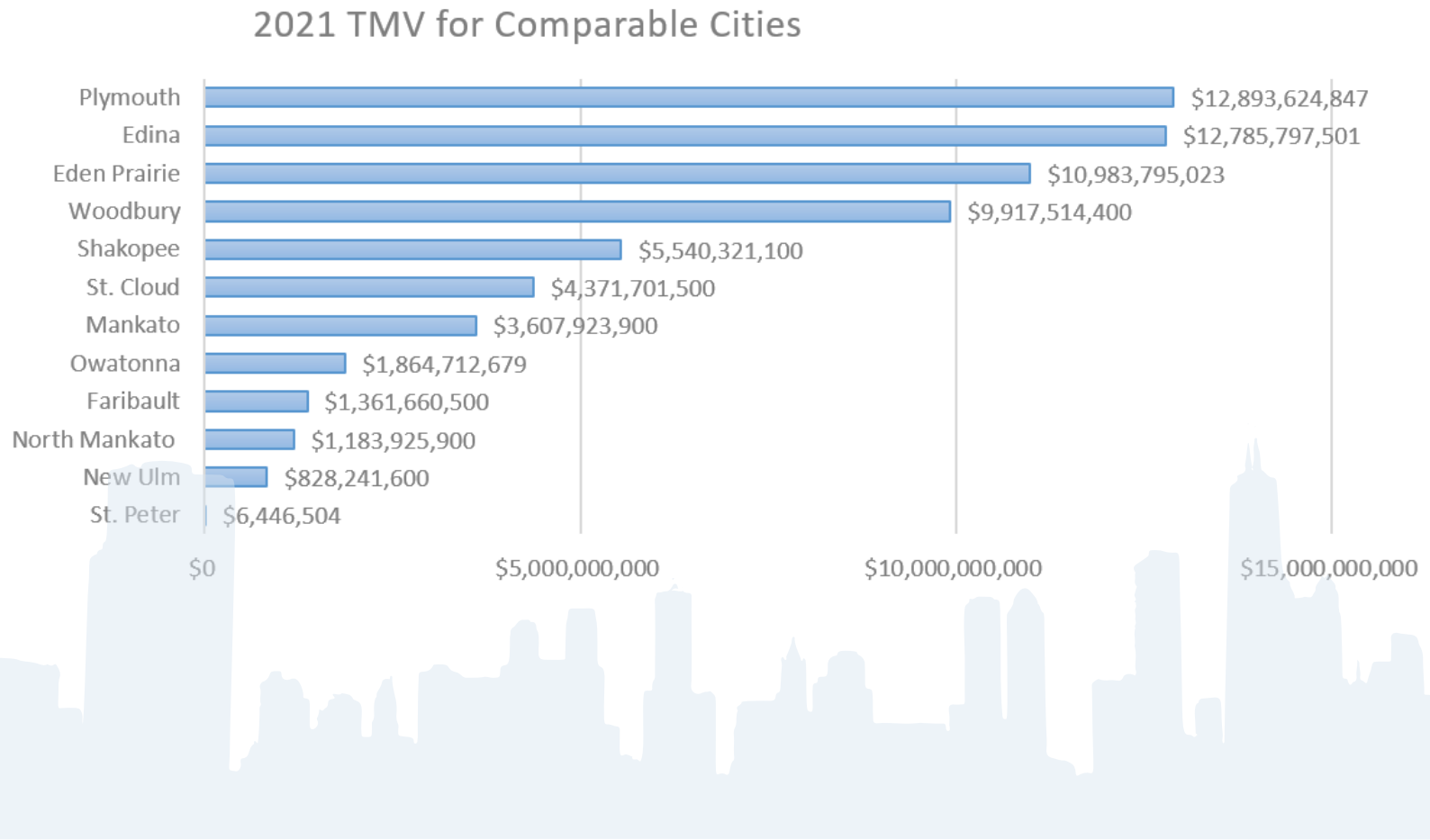
Residential Property Value Range 2021

Value	Number of Parcels	% of Parcels	Average City Tax Paid
$0-$99,999	562	6.86%	$163.83
$100,000-$199,999	3699	45.14%	$579.85
$200,000-$299,999	2748	33.53%	$979.83
$300,000-399,999	773	9.43%	$1,453.28
$400,000-$499,999	242	2.95%	$1,919.59
$500,000+	171	2.09%	$2,889.60

HOW DO WE COMPARE?

TOTAL MARKET VALUE

- A property's total market value is its estimated market value without any tax exemptions, deferrals, or value exclusions that apply. For example, many homeowners have a Homestead Market Value Exclusion, which reduces the amount of home value that is subject to be taxed.

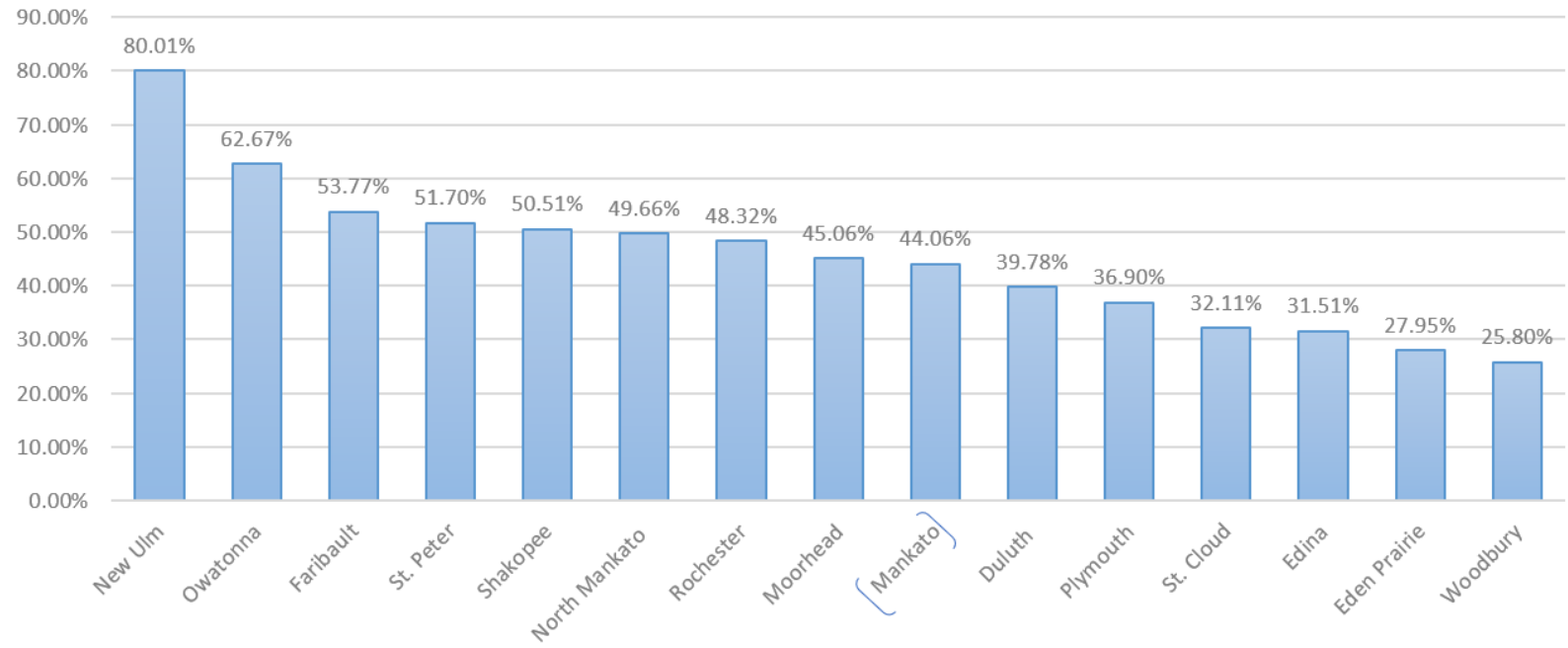


Metropolitan Statistical Area (MSA)	Population (2020)	2019 MSA Median House Value	2019 MSA Median Household Income	2020 Core City Unemployment Rate	2020 MSA Unemployment Rate	2019 MSA Core City, Retail Sales per capita	2018 Cost of doing Business Index (U.S. = 100)	MSA GDP 2018-2019 % Growth
Duluth	86,697	$158,900	$56,573	6.3%	7.3%	$49,699	87.2	4.60%
Mankato	44,488	$187,600	$60,827	5.3%	4.8%	$127,886	90.3	1.80%
Moorhead	44,505	$215,200	$64,666	3.5%	3.8%	$33,277	87	1.00%
Rochester	121,395	$201,100	$73,697	5.4%	5.1%	$46,872	100.8	1.20%
Saint Cloud	68,881	$182,700	$61,985	7.3%	5.5%	$75,787	89	0.00%
Comparative Rank	4th	3rd	4th	2nd	2nd	1st	4th	2nd

HOW DO WE COMPARE?

TAX LEVY RATE- 2021

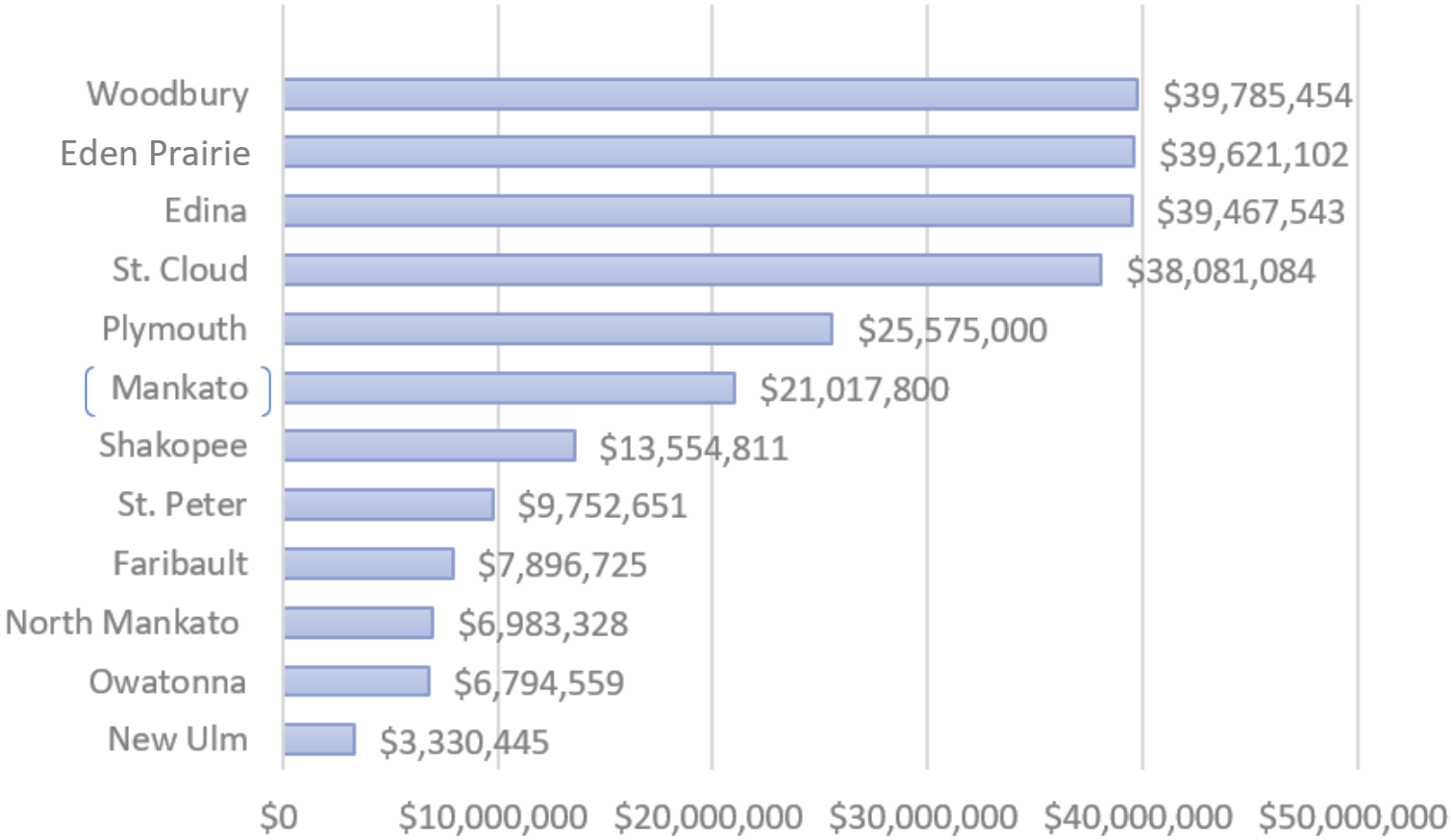
- Property tax levy is the tax imposed by a local unit of government. The tax is established on or around December 28 of the year preceding the year the levy will be paid by taxpayers.
- Each local taxing jurisdiction certifies a levy equal to the amount it intends to raise from property taxes in the upcoming year. For some local taxing jurisdictions, the levy may be constrained by state-imposed levy limits.





HOW DO WE COMPARE?

TAX LEVY AMOUNT



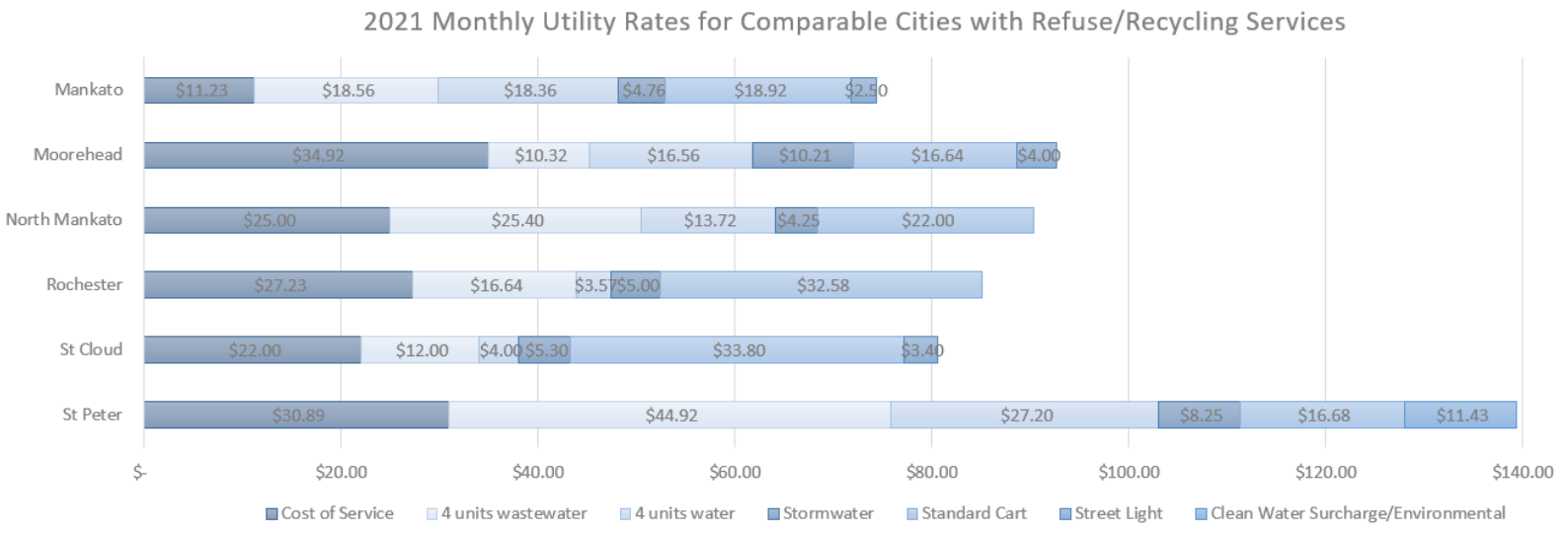


by Fernando Alvarado, Mankato

HOW DO WE COMPARE?

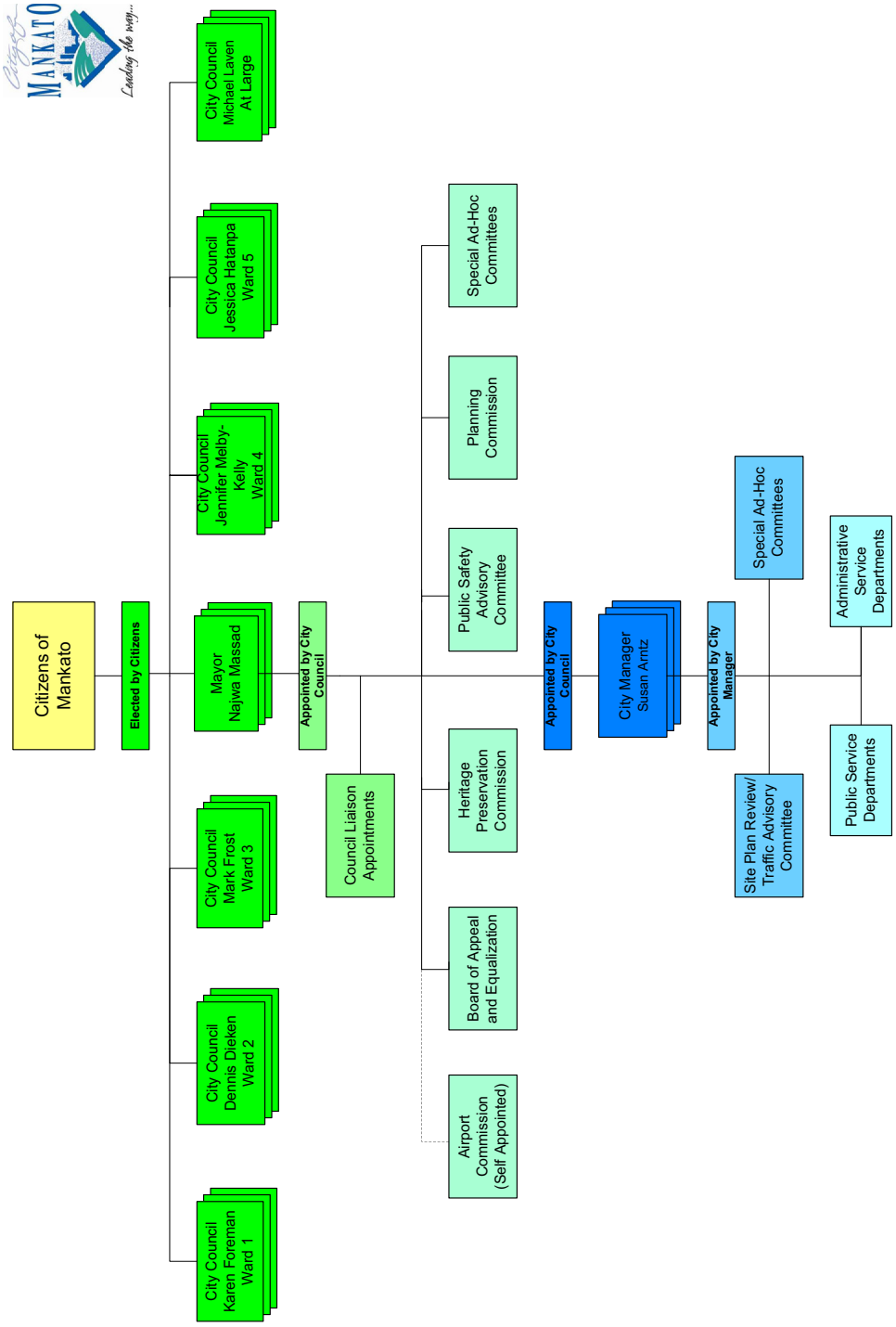
UTILITIES

	Willmar	Waseca	St Peter	St Cloud	Rochester	Owatonna	North Mankato	Moorehead	Mankato	Faribault	Duluth
Cost of Service	$ 42.79	$ 24.71	$ 30.89	$ 22.00	$ 27.23	$ 28.92	$ 25.00	$ 34.92	$ 11.23	$ 18.87	$ 12.16
Water Usage											
1-4 units	$ 5.80	$ 1.62	$ 6.80	$ 1.00	$ 0.89	$ 1.10	$ 3.43	$ 4.14	$ 4.59	$ 1.39	$ 4.22
5-8 units	$ 5.80	$ 1.70	$ 6.80	$ 3.50	$ 0.97	$ 1.10	$ 3.43	$ 4.14	$ 4.59	$ 1.39	$ 5.56
>8 units	$ 5.80	$ 1.79	$ 6.80	$ 4.00	$ 1.10	$ 1.10	$ 3.43	$ 4.14	$ 4.59	$ 1.39	$ 5.56
>14 units	$ 5.80	$ 1.79	$ 7.10	$ 4.00	$ 1.10	$ 1.10	$ 3.43	$ 4.14	$ 4.59	$ 1.77	$ 5.56
Wastewater Usage											
0-3 units	$ 5.86	$ 4.15	$ 11.23	$ 3.00	$ 4.16	$ 2.12	$ -	$ 2.58	$ 4.64	$ 2.70	$ 5.86
>3 units	$ 5.86	$ 4.15	$ 11.23	$ 3.00	$ 4.16	$ 2.12	$ 6.35	$ 2.58	$ 4.64	$ 2.70	$ 5.86
Stormwater	$ -	$ 7.00	$ 8.25	$ 5.30	$ 5.00	$ 4.35	$ 4.25	$ 10.21	$ 4.76	$ 5.70	$ 7.51
Street Light	$ -	$ 3.10	$ -	$ 3.40	$ -	$ -	$ -	$ 4.00	$ 2.50	$ -	$ -
Clean Water Surcharge/Environmental			$ 11.43								$ 4.90
Refuse	individual	individual				individual				individual	individual
Pass By Fee				$ 7.30	$ -				$ -		$ -
Standard Cart			$ 16.68	$ 33.80	$ 32.58		$ 22.00	$ 16.64	$ 18.92		$ -
Capital Funding Charge		$ 17.20									
Capital Funding Charge		$ 15.57									
4 units water	$ 23.20	$ 6.48	$ 27.20	$ 4.00	$ 3.57	$ 4.40	$ 13.72	$ 16.56	$ 18.36	$ 5.54	$ 16.88
4 units wastewater	$ 23.44	$ 16.60	$ 44.92	$ 12.00	$ 16.64	$ 8.48	$ 25.40	$ 10.32	$ 18.56	$ 10.80	$ 23.44
4 units consumption - no refuse	***$ 89.43***	***$ 57.89***	***$ 122.69***	***$ 46.70***	***$ 52.44***	***$ 46.15***	***$ 68.37***	***$ 76.01***	***$ 55.41***	***$ 40.91***	***$ 64.89***





Org Structure



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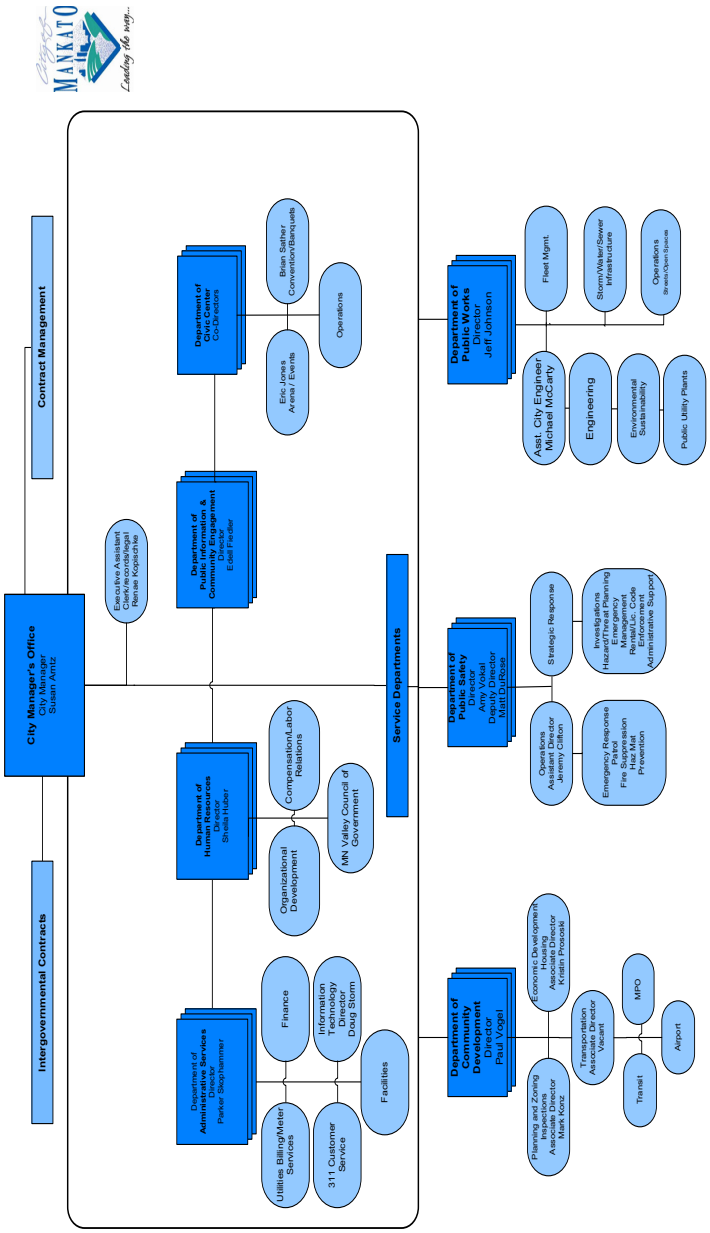


Budget Calendar

Mar 29th – April 15th	Budget/CIP Overview to all Departments/Divisions
May 31st	Submission of Proposed CIP Projects Due (April 1st – May 31st)
June 4th	Staff Input Operating Budget (April 1st – June 4th)
June 14th - June 30th	Internal Budget/Capital Review
July 1st - Aug 18th	Assembly of Budget Document
August 19th	Proposed Budget Sent to Council
August 23rd	Council Work Session ♦ Review of proposed budget focused on property tax supported funds and a preliminary estimate of the property tax levy
September 13th	Last (final) Council Meeting opportunity to adopt a preliminary property tax levy for certification to Blue Earth County and Nicollet County
September 16th	Public Open House for CIP (6-8 p.m.)
September 23rd	CIP Bus Tour (5-7 p.m.)
October 11th	Budget Work Session – General Fund/Special Revenue
October 25th	Budget Work Session – Enterprise Fund
October 27th	Planning Commission to review and provide comment on proposed 5 year (FY 2020-2024) CIP
November 1st	Budget Work Session – CIP Overview and Internal Services
November 22nd	Budget Work Session: ♦ Community Partnership Annual Reports (Southern MN Initiative Foundation, Greater Mankato Growth, Visit Mankato, City Center Partnership, and Twin Rivers Council for the Arts, Mankato Diversity Council)
December 6th	Budget Hearing/Truth in Taxation meeting and adoption of final property tax levy amounts and 2022-2023 budget
December 13th	Regular Council Meeting/Continuation of Budget Hearing (if needed)



Budget Overview

Budget Overview

ALL FUNDS OVERVIEW

This budget document represents a two year budget document, with expenditures for 2022 projected at $134,740,028 compared to revenues of $139,628,217 resulting in a net income of $4,888,009. As compared to 2021, which resulted in expenditures of $131,969,375 and revenue of $138,239,215. This has resulted in an increase of expenditures of 2.1% and a 1.0% increase in revenue between FY- 2021 and FY – 2022. Ultimately, these changes can be attributed to two primary components. On the expenditure side, although significant savings are generated from the city's reduction in debt principal and interest payments to the amount of $744k in 2022, personnel is still the largest line item in the budget so even the 3% cost of living adjustment, 4% shift in health insurance cost, and some staffing adjustments to get closer to our pre-pandemic service level comes at an increased cost of $2,615,600 or 7.7%. Most of the revenue increase is attributed to realigning revenues with pre-pandemic levels along with some increases to utility revenues. In 2023, expenditures are expected to decrease $133,091,157 with offsetting revenues at $138,243,888 respectively. Although the second year of the 2022-2023 budget is projected and adopted with this document, it is expected that minor amendments will come forward during a streamlined year-two process, allowing flexibility to address changing capital needs and to adjust revenue or expenditures based on economic or operational fluctuations. For example, there may be sales tax eligible capital projects that are presented for consideration, and operating budgets may adjust based on service level expectation changes.

BUDGET DESCRIPTION, ACCOUNTING BASIS, AND LAYOUT

One of the primary duties of the City Manager in the City Charter is to "prepare and submit the annual budget and capital program to the Council." Also per the City Charter, the City Manager must submit a budget message that explains the budget "both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the Manager deems desirable." The City Manager, in close consultation with the City Leadership Team and staff throughout the operation, is submitting a balanced two-year budget that allows for both short and long term financial planning, and anticipates continued policy considerations to assure maintenance of the City's strong financial position.

The accounts of the City are organized and operated on a fund basis. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related, legal, and contractual provisions of the revenue sources and related expenditures. Further, the revenues and expenditures of various departments are provided by Fund, further summarized according to traditional accounting systems via an established "chart of accounts" and are provided according to the following budget basis of accounting which fluctuates by type of use and fund type.

The City prepares its Comprehensive Annual Financial Report (CAFR) in accordance with GAAP as established by the Governmental Accounting Standards Board (GASB), and the budget is prepared similarly, but with nuances allowed for under the budgetary basis of accounting. The term "basis of accounting" is used to describe the timing of recognition, that is, when the effects of transactions or events should be recognized. The basis of accounting used for purposes of financial reporting in accordance with generally accepted accounting principles (GAAP) is not necessarily the same basis used in preparing the budget document. For example, governmental funds are required to use the modified accrual basis of accounting in GAAP financial statements whereas the cash basis of accounting or the "cash plus encumbrances" basis of accounting may be used in those same funds for budgetary purposes.

Disparities between GAAP and the budgetary basis of accounting often occur because regulations governing budgeting (e.g., laws or ordinances of the state, county, city or some other jurisdiction) differ from GAAP. Further, the budget is a planning document meant to serve as a financial plan that guides expenditure decisions throughout the year (whereas the CAFR reflects actual activity in GAAP financial statements), an operations guide identifying key operational goals and resource shifts, a policy document that outlines rationale for decision making and long range planning, and a communications device for internal users and the public. For these reasons, differences in the budgetary basis are necessary in order to provide a clear picture of current position and future plans to guide financial policy decisions that impact operations and affect the community.

The main differences between GAAP and the budgetary basis of accounting used in this document are as follows:

- The budget for proprietary/enterprise funds are prepared on an accrual basis, also in accordance with GAAP. Revenues are recognized when earned, and expenses are recorded at the time liabilities are incurred. Unbilled utility service receivables are recorded at year-end. Capital outlays in the Enterprise Funds are recorded as assets on a GAAP basis and expenses on a budget basis.
- Governmental funds are budgeted for and accounted for using the modified accrual basis of accounting. Revenues are recognized when susceptible to accrual (i.e., when they become measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.
  - Major revenues that are susceptible to accrual include property taxes (excluding delinquent taxes received over 60 days after year-end), special assessments, intergovernmental revenues, charges for services, and interest on investments. Major revenues that are not susceptible to accrual include fees and miscellaneous revenues; such revenues are recorded only as received because they are not measurable until collected.

The following budget overview and fund analysis introduction provides a summary of spending and revenue budget categories for the major funds within the city's financial structure.

General Fund (1000's)	**Enterprise/Business Funds (6000's Cont'd)**
Community Development	Housing/BEC
General Government	Transit
Public Safety	Major Utilities (Operations, Wastewater, Water)
Public Works	Minor Utilities (Refuse, Stormwater Drainage, Street Light)
Special Revenue Funds (2000's)	Public Works (Airport, Infrastructure, Parking)
Grants and Special Use	**Internal Service Funds (7000's)**
Partnership	Administrative Services
Debt Service Funds (3000's, 4000's, 5000's)	Building Facilities Replacement
Debt Service	Central Insurance
Enterprise/Business Funds (6000's)	Equipment Replacement
Civic Center	Information Technology Capital
Economic Development	Public Works (Garage)

A detailed breakdown of Major Revenue and Expenditure Changes are highlighted in each major fund overview throughout the budget document. More detailed changes are reported within the summary of each functional area of the operation.

REVENUE/RESOURCE TRENDS

The City's practice is to budget revenues conservatively. Revenue requests for 2022 and 2023 are based on 2020 actual and 2021 projected collections, historical trends, anticipated changes and known impacts that affect particular revenues. The City met or exceeded most of its 2020 budgeted revenues and expects to do the same in 2021.

The City Manager's Office and operating departments annually review license and permit fees, charges for services, and fines and forfeitures charged by City departments. The rate increases recommended for the 2020 and 2021 budget are primarily related to increasing operation, maintenance and capital investment for utilities, as well as implementing and funding prudent fund balance policies to plan for the future. This is proposed to be accomplished over several years in order to ease the impact on customers while still allowing for continued investment in and upkeep of important infrastructure. In addition, the continued growth of the economy, planned use of reserves, and ongoing analysis of revenue collections has also contributed to the increased use of non-property tax revenues.

Further, this budget builds on the Council's policy of optimizing resources and limiting the tax burden for City services. This is achieved by maximizing alternative revenue sources and leveraging effective partnerships for service delivery, enforcing license and permit policies, charging users for specific services where feasible, leveraging internal loan opportunities to reduce interest, supporting and investing in strategic economic growth, and through lean operations that prioritize investment in City personnel in order to increase employee capacity and output. The 2022 total local property tax levy is projected to remain flat at 44.07%, resulting in collections growing by $499,966 from 2021 to 2022, and resulting in a total of $21,297,966 in local property tax collected.

The increased collection is the result of the city's total net tax capacity increasing. Since 2014, tax capacity has grown from about $33.3 million to about $48.3 million for taxes payable 2022. This new tax capacity is due to consistent increases in the apartment, commercial, and residential property types. Value and new construction growth in those property types have increased the overall tax base. Apartments and commercial/industrial have assumed more of the tax base over the long-term, resulting in a comparative reduction for the residential homestead property share. However, last year's market value increases on residential property resulted in its portion increasing slightly.

Property Tax

The local property tax levy and State Local Government Aid (LGA) are the primary sources of revenue supporting services included in the General Fund. The fund supports community development costs for planning and zoning and building inspections (offset with permit and license fees), public works costs such as streets and parks maintenance, snow plowing operations (offset with grants, special assessments, and user fees where possible), and public safety costs including police, fire, and emergency management, in addition to grants to non-profits.

The total amount of net tax capacity in 2022 is projected at about $48.3 million. This capacity is calculated by taking the total taxable values within the Mankato city limits times the individual state classification rates. The increase over prior year in tax capacity is 2.4%,

This doesn't match the tax report from county.and is the result of increases in primarily in residential but also commercial/industrial property classes with most new construction happening in residential and apartments. Most of the increase in the 2022 capacity is absorbed by Market growth which takes up 73% of the total levy increase which is fairly typical.



The net tax capacity proposed increase combined with a flat levy rate results in approximately $21.298 million in total local property tax levy in 2022 and a projected $22.404 million in 2023.

The 2022 local levy is comprised of (1) the general purpose tax levy ($15.974 million respectively) and (2) the debt levy ($4.794 million respectively). The Council has identified two additional specific uses of the general purpose levy beyond operation of general fund activities. Dedication of the levy to Transit, of which is proposed to stay flat at $165,000 and the Economic Development Authority, (EDA) is also proposed to stay flat at $365,000.

Finally, Local Government Aid (LGA) is estimated by the state is $7.463 million in 2022 and 2023, of which is a $178,555 increase from the LGA amount the city received in 2020, this is made possible by state legislative action. The LGA is a general purpose aid that can be used for any lawful expenditure. It is also intended to be used for property tax relief. The Department of Revenue certifies LGA for cities based on current LGA statutes, including any changes enacted during the most recent legislative session. Due to the disbursement methodology of LGA, Mankato's continuing economic prosperity results in constant diminishment of the rate of return of state aid, as the local tax base grows providing exponentially more local resource to provide services and increase quality of life. LGA is still well below its height in the 2000's when the City received $9.8 million annually.

As the city grows with new development and orderly annexation it is necessary to sustain both operational services as well as ongoing capital maintenance. Growth will result in additional facilities (e.g. road, utilities, rights of way, and parks) and additional population (e.g. additional users of the old and new facilities will degrade them faster) as well as regional impacts that result in necessary maintenance, repair and replacement. Recognizing this pressure, the council discussed a new financial target in 2018 – growing the distribution of operating (General Fund, EDA, Transit) levy and debt (debt service and non-financed capital replacement) on a proportionate basis. To achieve that, this and future budgets will target distribution of the allocation of Net Tax Capacity increase at 70% operating and 30% debt/capital. This will assure that neither aspect of service is short changed as population increases, properties expand, are built, or grow in value and service expectation.

Lodging (Hotel/Motel) Tax

A half-percent lodging tax is imposed on short-term lodging in Mankato (limited to not more than 3 percent by statute). State law requires that 95 percent of the revenue raised by a lodging tax be used to fund a local convention or tourism bureau for the purpose of marketing and promoting the City as a tourist or convention center. The City has designated Visit Mankato as its local Convention and Visitor Bureau (CVB) and operates a civic center which hosts sports, tournaments, meetings, conventions, and other events. Of the tax collected from hotels within the City Center Convention Campus 95% is segregated and dedicated to fund and support fulfillment of convention related activities and dedicated to a convention campus marketing plan, collaboratively with the Civic Center, City Center Convention Campus partners, and CVB. Of all remaining lodging tax, 95% is passed through to the CVB for tourism promotion and destination marketing. The lodging tax has shown strong growth since 2007, despite a volatile decade for

tourism and visitor spending nationally. 2022 revenue is anticipated to remain relatively flat, based on slowing growth in 2021.



Gambling Tax

Historically, a local gambling tax of three percent of the gross receipts from all lawfull gambling of each licensed organization. Currently, the City maintains reports for gambling enforcement activities with costs offset by this tax, however based on our goal of community policing, we typically only report time spent on inspection, and have not filed inspection reports, fines, penalties or other formal corrective action. This has become problematic with the regulatory board, and this budget recommends a change to apply the state authorized contribution of ten percent per year of net profits derived from lawful gambling to be disbursed for allow able purposes. Allowable purposes include charitable contributions and distributions for allowable departmental purposes. This change has a net zero impact on the financial outcome of this fund, but changes the source of revenue for numerous grants and activities from the local property tax levy to gambling funds. Staff have established a new gambling org in preparation for this change. The new Gambling org now located within the Special Revenue Fund, would no longer act as a revenue stream to the General Fund. Instead gambling revenues will be collected within the Special Revenue Fund and corresponding eligible expenditures, many of which were once housed in the

General Fund, will not be account for within the Gambling org and offset the revenue reduction within the general fund.



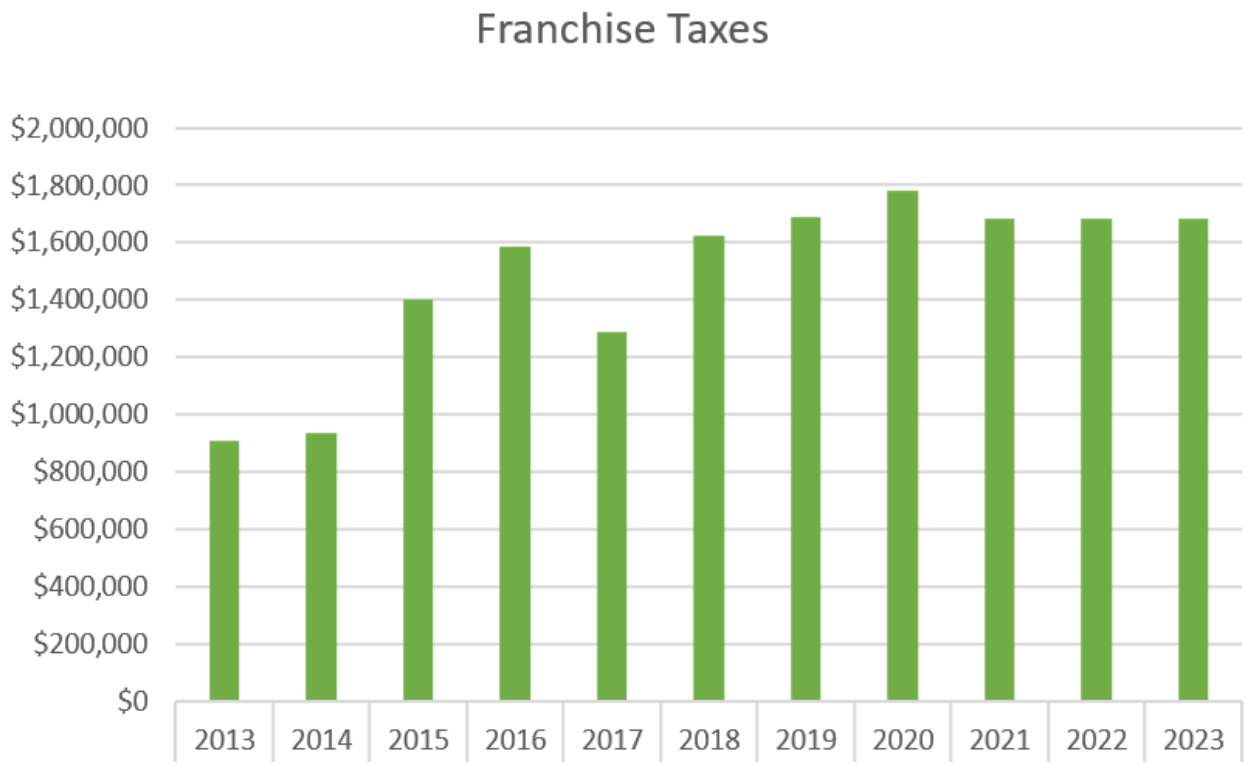
Revenue for 2022 and 2023 is projected to come in at $75,000 which is a reduction for previous years due to changes in state allowed expenses.

Franchise Taxes

In 2008, the City adopted franchise fees for all utility providers. Franchise fees are assessed by the city to utiltiy providers (i.e. electric, gas, cable) for the use of the public right-of-way such as streets, alleys, medians and other public property necessary to deliver their services. Because the primary impact of utility providers is on services provided within the General Fund, that is the fund supported by this revenue.

Franchise fees were increased in 2015, as allowed within the existing franchise agreements, which is the primary reason for the almost $450,000 increase in revenue that year. Revenue in this category is primarily impacted by customer use, as electric and gas fees are charged on a flat

fee basis, and only cable revenue is charged as a percentage of gross sales. Revenues in 2022 and 2023 are projected at $1,685,000 due to 2021 activity being on target with projections.



Food & Beverage and Entertainment Tax

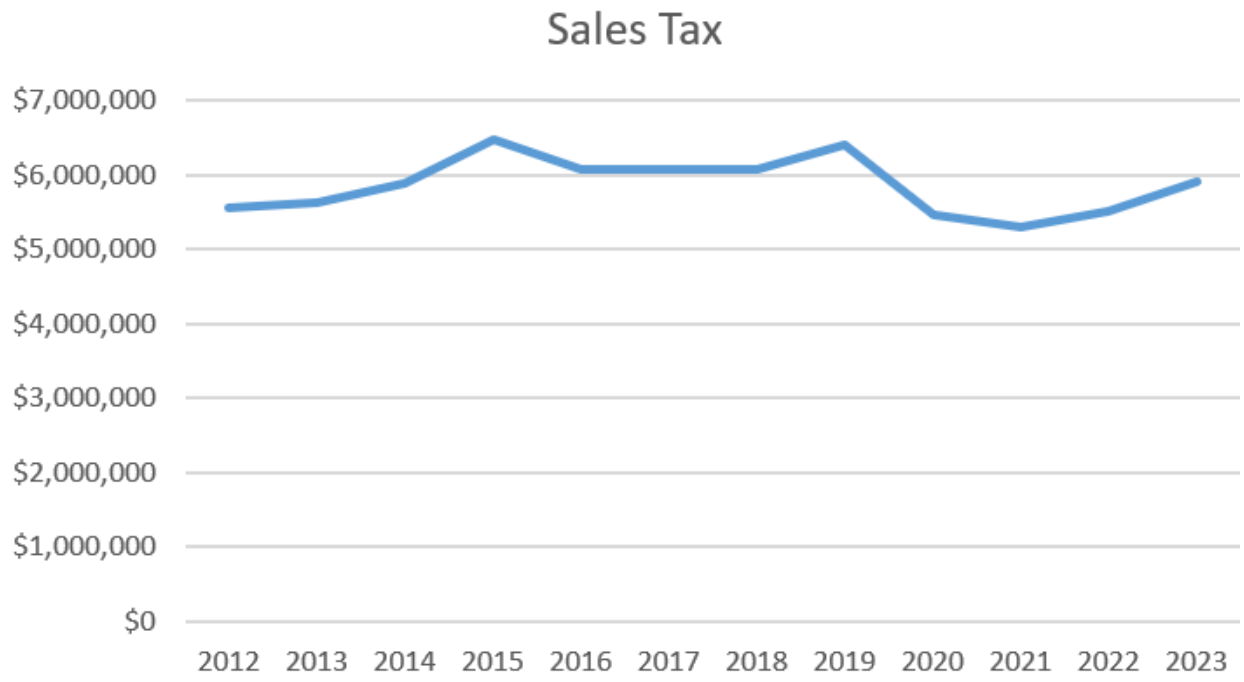
Mankato's half-percent food and beverage tax is used to fund operational costs at the civic center. Items subject to the half percent tax are served food and beverages (including liquor) and ticket sales for entertainment purposes. Previously, civic center costs were covered by the half-percent sales tax; however, in 2008 legislation eliminated operational costs as a possible use, but chose to give the community an option of a food and beverage tax as a replacement. The City Council passed an ordinance on September 8, 2008, and the ordinance became effective January 1, 2009, with collections starting April 1. The implementation of a food, beverage and entertainment tax was in lieu of levying a property tax for civic center operations. The civic center generates an economic impact of $47 million a year, which stimulates greater Mankato's economy in many ways, but specifically impacts spill-over retail activity in near by bars and restaurants that charge this tax, and ultimately support the maintenance and expansion of entertainment which impacts qualtiy of life as well as retail business.

Tax receipts in this category saw steady growth through 2015, when the tax peaked at $872,946. The City continues to invest in tourism, recreation, the river and other natural resources, and arts and culture events and amenities, and expects this source to strengthen, and if increased to fully cover the cost of all city funded event fenues. Over the last 18 months, the tax has shown sensitivity during the pandemic, but is still performing well in recent months. In line with our

conservative approach to revenue projection, 2022 is projected at $626,300 of revenue which is up almost 6% from 2021 but still down from 2020 projections of $740,000.

Sales Tax

The half-percent sales tax was originally imposed in 1991, broadened by voter referendum in 1996, and scheduled to sunset in 2022. The orignial tax was eligible to be used to repay bond principal and intersted for construction of the civic center, fund additional capital projects at the civic center, fund the Riverfront 2000 initiative, and fund capital projects at the Mankato Regional Airport. Motorized vehicle sales are excluded from the half-percent sales tax and instead are subject to a vehicle excise tax of $20, and remitted by auto dealers to the City.



The half-cent sales tax was extended by public vote in 2016 and authorization of the State Legislature in 2017. It provides a source of revenue other than property tax to pay for infrastructure needs and recreation amentities that will support community vitality for current residences while providing enhancements that keep and attract new families, businesesses and visitors. Additionally, it provides important matching funds to leverage federal, state, and private resources that would expand the value of the tax. The extended tax sunsets in 2038 and is expected to provide $47 million of funding for construction and improvements to regional recreational facilities, including indoor athletic facilities; improvements to the flood control and levee system; water quality improvement projects in Blue Earth and Nicollet counties; expansion of a transit building and related transit improvements; regional public safety and emergency communications equipment, and matching funds for regional facilities such as a historic museum, supportive housing, and a senior center.

Sales tax has remaind relatively consistent over the course of the last several years. As this is a source of funding for planned capital improvements, a shift in return can be absorbed with future planning. The City has adopted a thorough sales tax expenditure policy that requires strict vetting of projects, with specific requirements for projects that provide enhancement or expansion to existing facilities versus proposals for new facilities that provide a significant new level of service. Partnerships to limit operating impacts to the City are an essential component of the policy (included in the appendices of the budget document).

Currently, staff are working with consultants and citizens on the formalizing the design of Thomas Park softball fields, Rosa Parks baseball fields and other park improvements and Tourtellotte Pool improvements. Each one of these projects is heavly relignent on sales tax funding.

UTILITY RATES

Rates that support the maintenance and operation of the water, wastewater, refuse, and storm-water drainage utilities are all proposed to increase in FY 2022 and FY 2023. It should be noted that per the Charter, utility rates are increased in one year increments via Council Resolution, so although future increases are projected here, the passage of the 2022-2023 Budget only approves the first year of increases, with any subsequent adjustments requiring future Council action.

Water and Wastewater Utilities

The water and wastewater utilities are accounted for as separate funds, aside for the utility administration budget, in which all of the charges billed on the utility bill are received, and then transferred in accordance with the relative receipts by charge type. The water and wastewater system charges are established for Mankato utility customers in concert when it comes to the flat rate charge that is established, and from there the variable use-based monthly unite charge, paid per customer based on individually metered flows. Therefore the two systems are pre-

sented jointly here for clarity of the system interaction and interrelation of the fixed rate portion of the monthly bill.

Fixed cost of service for water and wastewater (per month)	2021 *No Change*	2022 *3% Increase*	2023 *3% Increase*
Residential unit			
Cost of service per residential unit	$ 11.23	$ 11.57	$ 11.91
Fees based on meter size			
5/8 inch	$ 11.90	$ 12.26	$ 12.62
3/4 inch	$ 16.77	$ 17.27	$ 17.79
1 inch	$ 28.00	$ 28.84	$ 29.71
1 1/2 inch	$ 56.00	$ 57.68	$ 59.41
2 inch	$ 89.60	$ 92.29	$ 95.06
3 inch	$ 179.21	$ 184.59	$ 190.12
4 inch	$ 280.02	$ 288.42	$ 297.07
6 inch	$ 559.70	$ 576.49	$ 593.79
Monthly Rate (based on actual use)	*$0.28 Water & Wastewater*	*Water (0%) & Wastewater (3.5%)*	*Water (0%) & Wastewater (3.5%)*
Water rates per month (per 100 cubic feet--750 gallons)	$ 4.59	$ 4.59	$ 4.59
Wastewater rates per month (per 100 cubic feet--750 gallons)	$ 4.64	$ 4.80	$ 4.97

Many of the major improvements and expansions necessitate financing based on the life of the projects and magnitude (multi-million) of costs. This type of financing traditionally requires industry-standard coverages to exist in the way of designated fund balance at least equal to one year of debt service. In addition, industry standard is to also maintain three months of operating reserve in order to assure that in the case of an emergency or other fiscal constraint the utility can continue operating while contingencies are made. The combination of these issues necessitates a series of phased increases to both the water and sewer variable rates. The information below illustrates the current and proposed rates which will be necessary not only in 2022 but also 2023 to properly operate the systems. A 3% change to the fixed cost rate is proposed.

Water - Mankato strives to offer the highest quality drinking water and meet the community's expanding water needs in the most environmentally sensitive, cost-effective way for residents. Mankato's drinking water meets and exceeds all state and federal standards for high quality water and is in full compliance with the Federal Safe Drinking Water Act. Mankato's wastewater treatment plant is a state leader in meeting wastewater quality standards because the treated wastewater Mankato discharges into the Minnesota River removes phosphorus to a very low level. Mankato's water reclamation facility provides advanced wastewater treatment. Using recycled water instead of taking it from ground water protects our ground water resources. The city of Mankato realized a savings of at least $10 million for this first of its kind agreement.

Water unit rates (calculated on a per unit basis) are not proposed to increase.

Wastewater - Mankato's wastewater treatment plant and water reclamation facility serve Mankato's wastewater treatment plant serves the cities of Mankato, North Mankato, Eagle Lake, Madison Lake, Skyline, South Bend Township and the Lake Washington Sanitation District. The wastewater treatment customer communities are charged for service based on their share of inflow to the treatment plant, applied to the specific plant related costs, both operation, maintenance, and capital improvement.

Wastewater unit rates (calculated on a per unit basis) are proposed to increase $0.16 in 2022 and a $0.17 increase in 2023. The 2022 proposed increase results in approximately $216,000 in additional revenue necessary to maintain and operate the water treatment system for Mankato customers. The 2022 fund budget also anticipates $1.653 million in additional charges for service revenue due from customer communities who will absorb a 3% increase in Plant operations and maintenance cost on par with Mankato, and based on measured community wastewater flows.

Refuse & Recycling

Mankato's curbside recycling program is designed to reduce waste and increase recycling. West Central Sanitation is the garbage and recycling service provider in the city of Mankato. Service is single sort--where all recycling can be placed in one cart. Mankato residents can choose from three different cart sizes: 35-gallon; 65-gallon and 95-gallon, and each having a different monthly fee. Since the goal is to increase recycling and reduce waste, recycling carts must be the same or larger size than the garbage cart. The City also provides free Christmas tree recycling, leaf vacuum, spring clean-up, organics recycling, yard waste, which are all absorbed within the monthly rate, and appliance recycling for a separate per-item fee.

	2021	2022	2023
Refuse & recycling (per month) unlimited recycling included	*3% Increase*	*No Increase*	*No Increase*
35-gallon cart	$ 12.74	$ 12.74	$ 12.74
65-gallon cart	$ 18.52	$ 18.52	$ 18.52
95-gallon cart	$ 28.96	$ 28.96	$ 28.96

Stormwater Drainage Utility

The storm drainage system is a network of catch basins, manholes, channels and underground pipes that carry stormwater (rainwater) to holding ponds and eventually the Minnesota River. The network consists of public and private systems. The main part of the storm drain system is the catch basin. The majority of the stormwater enters these structures, from which water flows to the storm drain main lines. Depending on the location, water enters a stormwater retention pond. These ponds are designed to control the quantity, quality, timing, and distribution of stormwater before it enters the Minnesota River. This process is an essential part of keeping debris and sediment from reaching the river. In addition to improving water quality, this process

reduces the impact a storm has on the Minnesota River by holding and releasing stormwater at a slower rate and helps reduce downstream flooding.

The City is responsible for maintaining public drainage system and structures and does so by projecting and funding projects as part of the stormwater drainage utility, through the assessment of monthly fees, which generate funds to help pay for maintenance and improvements. System maintenance and expansion are generally constructed and funded in coordination with street and other utility improvements to minimize overall project costs. An increase of $0.16 for

Storm water utility (per month)	2021 *$0.59 Residential, $0.19 Commercial*	2022 *$0.16 Residential, $0.06 Commercial*	2023 *$0.17 Residential, $0.05 Commercial*
Cost of service	$ 5.95	$ 6.11	$ 6.28
Commercial units, for each 1,000 square feet over 10,000 square feet	$ 2.05	$ 2.11	$ 2.16

EXPENDITURE TRENDS

There are four primary drivers of cost in the overall budget – personnel, contracted services, capital maintenance/outlay, and capital investment (for major replacement, expansion of existing or construction of new facilities). This type of expenditure spread is common for most local government entities, particularly those that work to balance operational costs with maintenance investments which allow the city to gain the most value out of the full life cycle of each capital asset. Further, personnel costs tend to rise based on the cost of both negotiated salary changes, and increases needed for competitive retention. Competitive Minneapolis-area governmental entities within easy drive times of Mankato, have begun to recruit high performers in Mankato, and we need to remain mindful of not only this, but national and private sector leakage by career type. It should be noted when reviewing the increase in expenditures especially for 2022 is that we made substantial cuts (ie. Reduced personnel expenses by $3.56 million) in the 2021 budget in an effort to balance the budget due to COVID-19. With that, part of the increases you'll see is trying to get back to pre-pandemic service levels.

Over time the City has consistently placed importance on the value of investing in what has been described by the City Council as "the City's greatest asset – employees." As a government entity, our City main product is public service, primarily provided by people. Mankato has traditionally placed a high value on hiring, training, and retaining highly motivated employees that are committed to quality customer service and the public service values of respect, integrity, positive attitude, teamwork, and accountability. Over many years the number of full-time equivalent positions has remained substantially constant, with the majority of increases occurring in Public Safety, and Transit (primarily grant funded) in recent years. Requests for additional staffing in FY- 2022 and 2023 include the following net-new positions:

Position	Funded
Associate Civic Engineer	General Fund / Enterprise Fund
FT Mobility Driver	80% Grant / Enterprise Fund
FT Bus Driver	80% Grant / Enterprise Fund
FT Bus Driver	80% Grant / Enterprise Fund
HR Generalist	Internal Service Fund
Patrol Officer	General Fund
Patrol Officer - 2023	General Fund
Detective	General Fund

The City has been able to maintain a relatively stable number of full time equivalent employees despite rapid community growth, primarily based on our commitment to building and maintaining strong operational partnerships to leverage and optimize service/costs. These partnerships are not just philosophical in nature, but rather translate to actual operational partnership where one entity will provide expanded services with a position/employee, paid in part via contract by the receiving entity, negating significant overhead and duplication between providers.

CONCLUSION

The summary information provided here is intended to serve as broad policy, financial, communication, and future planning information. It sets the stage for detailed financial information that is provided throughout the remainder of the document. By reviewing this section, and the ensuing series of high level financial reports, a reader should have a strong indication of operational, capital, and financial trends that shape the City Manager's Proposed 2022-2023 Budget, and will continue to drive near and long term financial decision making. If community members have questions about the budget or would like a presentation at a future meeting, we recommend making contact with the City Manager by placing a call to 311.

All Funds Combined by Service Area

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
GENERAL FUND							
GENERAL GOVERNMENT							
GENERAL GOVERNMENT	26,208,948	1,348,207	27,296,710	1,320,028	8.0	28.4	24,860,741
Subtotal	**26,208,948**	**1,348,207**	**27,296,710**	**1,320,028**	**4.2**	**(2.1)**	**25,976,682**
COMMUNITY DEVELOPMENT							
PLANNING AND ZONING	41,125	537,671	42,125	560,411	20.2	11.8	(496,546)
BLDG INSPECTION	1,096,000	648,922	1,096,000	669,566	0.3	7.1	447,078
Subtotal	**1,137,125**	**1,186,593**	**1,138,125**	**1,229,977**	**0.1**	**3.7**	**(91,852)**
PUBLIC SAFETY							
PUBLIC SAFETY ADMINISTRATION	1,103,700	2,835,153	1,108,700	2,951,320	(1.1)	59.9	(1,731,453)
POLICE INVESTIGATION	0	1,973,748	0	2,047,067	0.0	14.1	(1,973,748)
POLICE PATROL	2,000	7,580,221	2,000	8,082,402	0.0	(3.3)	(7,578,221)
PSC BUILDINGS & GROUNDS	0	370,391	0	377,515	0.0	16.7	(370,391)
EMERGENCY MANAGEMENT	0	14,166	0	14,266	0.0	(73.6)	(14,166)
FIRE SUPPRESSION	443,000	3,724,813	443,000	3,836,930	0.0	(9.2)	(3,281,813)
Subtotal	**1,548,700**	**16,498,492**	**1,553,700**	**17,309,500**	**0.3**	**4.9**	**(15,755,800)**
PUBLIC WORKS							
STREET MAINTENANCE	659,976	3,457,486	659,976	3,573,903	0.0	8.3	(2,797,510)
STREET SNOW REMOVAL	0	1,461,124	0	1,448,677	0.0	10.2	(1,461,124)
STREET TRAFFIC CONTROL MAINT	151,000	602,321	151,000	614,969	0.0	0.4	(451,321)
ENGINEERING	1,057,000	1,686,070	1,057,000	1,736,686	0.0	13.4	(629,070)
PARKS RECREATION ACTIVITIES	6,500	917,565	6,500	944,231	0.0	(6.6)	(911,065)
PARKS GROUND MAINTENANCE	101,600	1,460,380	101,600	1,514,645	0.0	23.0	(1,358,780)
PARKS FORESTRY & LANDSCAPING	7,000	1,367,860	7,000	1,412,950	0.0	9.6	(1,360,860)
PARKS FACILITIES	33,000	896,175	33,000	869,664	0.0	(6.3)	(863,175)
Subtotal	**2,016,076**	**11,848,981**	**2,016,076**	**12,115,727**	**0.0**	**2.3**	**(10,099,651)**
SPECIAL REVENUE FUNDS							
SPECIAL REVENUE							
HIGHWAY # 14 PARTNERSHIP	65,000	60,000	65,000	60,000	0.0	0.0	5,000
MN VALLEY COG	138,700	128,813	143,700	134,519	24.2	23.4	9,887
GAMBLING TAX	75,000	75,000	75,000	75,000	(6.0)	(6.3)	0
LODGING TAX	500,000	500,000	500,000	500,000	4.4	(20.6)	0
PUBLIC SAFETY GRANT & EQUIPMEN	4,000	0	4,000	0	0.0	0.0	4,000
COMMUNITY SIGNAGE PROGRAM	500	0	500	0	0.0	0.0	500
PARKS GRANTS	5,000	0	5,000	0	0.0	0.0	5,000
METROPOLITAN PLANNING ORG	451,460	432,129	451,460	439,940	(2.4)	(6.5)	19,331

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
COMMUNITY INVESTMENT	10,000	10,000	10,000	10,000	0.0	0.0	0
Subtotal	**1,249,660**	**1,205,942**	**1,254,660**	**1,219,459**	**0.4**	**1.1**	**35,201**
ENTERPRISE FUNDS							
ECONOMIC DEVELOPMENT							
RLF - FEDERAL	9,210	0	11,949	0	75.3	0.0	9,210
RLF - STATE	36,720	21,535	18,624	10,680	2,900.0	(4.9)	15,185
RLF - CITY	190,824	190,000	190,824	190,000	(21.7)	0.0	824
NEIGHBORHOOD IMPROVEMENT	83	0	83	0	0.0	0.0	83
EASTWOOD INDUSTRIAL PARK	1,000	0	1,000	0	0.0	0.0	1,000
ECONOMIC DEVELOPMENT	1,162,575	1,823,681	1,132,197	1,827,588	(21.6)	(11.9)	(661,106)
COMMUNITY BLOCK GRANT	409,262	409,262	409,262	409,262	(41.1)	(41.1)	0
EDA BUILDINGS	790,928	140,995	826,928	142,316	0.1	13.1	649,933
MHFA SITES	31,500	8,350	31,500	8,400	250.0	26.5	23,150
Subtotal	**2,632,102**	**2,593,823**	**2,622,367**	**2,588,246**	**(0.4)**	**(0.2)**	**34,121**
MAJOR UTILITIES - ADMIN							
UTILITY ADMINISTRATION	3,440,250	2,974,415	3,539,357	3,068,072	8.9	1.9	465,835
UTILITY BILLING	0	465,517	0	470,159	0.0	(0.7)	(465,517)
Subtotal	**3,440,250**	**3,439,932**	**3,539,357**	**3,538,231**	**2.9**	**2.9**	**1,126**
MAJOR UTILITIES - WATER							
WATER MAINT, TREATMENT & STORA	8,853,000	6,748,326	8,883,000	6,837,340	(0.7)	3.3	2,104,674
WATER DISTRIBUTION	100,000	1,723,250	100,000	1,738,672	0.0	9.8	(1,623,250)
WATER METER SERVICE	20,000	328,646	20,000	331,902	33.3	20.2	(308,646)
WATER CAPITAL IMPROVEMENTS	1,053,000	1,053,000	525,000	440,750	110.6	200.9	0
Subtotal	**10,026,000**	**9,853,223**	**9,528,000**	**9,348,664**	**(5.0)**	**(5.1)**	**179,336**
MAJOR UTILITIES - WASTEWATER							
WW TREATMENT / MAINTENANCE	6,228,038	6,200,806	6,655,813	6,653,131	4.5	4.1	27,232
WASTEWATER CAPITAL IMPR	542,000	542,000	200,000	0	171.0	4,416.7	0
WASTEWATER PLANT CAPITAL IMPR	2,005,000	352,350	2,005,000	557,917	(4.8)	(68.7)	1,652,650
WW LIFT STATIONS	0	177,064	0	166,989	0.0	22.4	(177,064)
WW COLLECTION	7,275,000	6,550,331	7,529,000	6,931,514	(2.0)	(0.6)	724,669
Subtotal	**16,050,038**	**13,822,552**	**16,389,813**	**14,309,551**	**2.1**	**3.5**	**2,080,262**
MINOR UTILITIES - REFUSE COLLECTION							
REFUSE COLLECTION	2,135,791	2,092,567	2,141,113	2,093,330	0.2	0.7	43,224
Subtotal	**2,135,791**	**2,092,567**	**2,141,113**	**2,093,330**	**0.2**	**0.0**	**47,783**
MINOR UTILITIES - STORM WATER							
STORM WATER OPERATIONS	3,174,000	2,692,677	3,251,062	2,693,187	28.0	8.6	481,323
STORM WATER CAPITAL IMPR	851,000	500,000	851,000	500,000	(24.8)	(55.2)	351,000
Subtotal	**4,025,000**	**3,192,677**	**4,102,062**	**3,193,187**	**1.9**	**0.0**	**908,875**

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
MINOR UTILITIES - STREET LIGHTING							
STREET LIGHTING OPERATIONS	640,000	593,118	641,525	595,244	5.2	1.2	46,882
Subtotal	**640,000**	**593,118**	**641,525**	**595,244**	**0.2**	**0.4**	**46,281**
MASS TRANSIT							
TRANSIT FACILITIES	0	238,119	0	241,444	0.0	(34.2)	(238,119)
TRANSIT OPERATIONS	222,525	1,402,832	222,525	1,431,184	0.3	12.2	(1,180,307)
TRANSIT FIXED ROUTES	3,422,639	2,200,109	3,478,680	2,303,107	(0.7)	(0.2)	1,222,530
TRANSIT MOBILITY BUS	1,038,035	766,983	1,067,556	789,567	42.7	20.3	271,052
TRANSIT LATE NIGHT EXPRESS	16,500	9,565	16,500	9,728	0.0	(51.2)	6,935
TRANSIT CAPITAL IMPROVEMENTS	453,000	453,000	310,000	310,000	145.5	432.9	0
Subtotal	**5,152,699**	**5,070,608**	**5,095,261**	**5,085,030**	**(1.1)**	**0.3**	**10,231**
AIRPORT							
AIRPORT OPERATIONS	774,175	764,423	776,095	771,351	(25.6)	22.8	9,752
AIRPORT IMPROVEMENTS	0	0	0	0	0.0	(100.0)	0
AIRPORT CAPITAL IMPROVEMENTS	642,000	641,801	408,000	158,250	9.6	(39.2)	199
Subtotal	**1,416,175**	**1,406,224**	**1,184,095**	**929,601**	**(16.4)**	**(33.9)**	**254,494**
PARKING							
SPECIAL SRVC DIST-MAINTENTANCE	44,000	43,000	44,000	43,000	0.0	(2.3)	1,000
PARKING-SPECIAL SVC DISTRICT	651,000	601,814	658,000	608,544	5.3	(1.3)	49,186
PARKING-GENERAL	74,000	122,337	74,000	122,779	0.0	1.4	(48,337)
PARKING CAPITAL	750,000	750,000	504,000	500,000	275.0	32.7	0
Subtotal	**1,519,000**	**1,517,151**	**1,280,000**	**1,274,323**	**(15.7)**	**(16.0)**	**5,677**
SALES TAX							
SALES TAX	5,747,000	5,746,105	5,655,000	5,654,889	8.7	8.7	895
Subtotal	**5,747,000**	**5,746,105**	**5,655,000**	**5,654,889**	**(1.6)**	**(1.6)**	**111**
CIVIC CENTER							
CIVIC CENTER OPERATIONS	6,284,195	6,283,942	6,411,234	6,410,651	18.8	24.3	253
CIVIC CENTER CAPITAL IMPR	2,390,780	2,390,000	728,780	650,000	169.3	169.4	780
Subtotal	**8,674,975**	**8,673,942**	**7,140,014**	**7,060,651**	**(17.7)**	**(18.6)**	**79,363**
ALL SEASONS ARENA							
ALL SEASONS ARENA OPS	773,000	772,388	787,000	786,658	9.0	9.6	612
Subtotal	**773,000**	**772,388**	**787,000**	**786,658**	**1.8**	**1.8**	**342**
BLUE EARTH COUNTY EDA - HOUSING							
BEC EDA - PUBLIC HOUSING	425,500	425,469	433,500	433,063	5.2	9.0	31
BEC EDA - BRECKENRIDGE PH	55,450	55,448	58,450	56,629	(36.2)	(5.7)	2
BEC EDA - BRECKENRIDGE MR	72,750	63,048	72,750	64,229	(5.1)	10.9	9,702
BEC EDA - CFP	318,700	318,700	216,700	216,700	160.8	160.8	0
BEC EDA - VOUCHERS	479,100	478,185	481,100	480,740	(1.4)	5.8	915
BEC EDA - BRIDGES	0	0	0	0	(100.0)	(100.0)	0
Subtotal	**1,351,500**	**1,340,850**	**1,262,500**	**1,251,361**	**(6.6)**	**(6.7)**	**11,139**

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
MANKATO EDA - HOUSING							
MANKATO EDA - PUBLIC HOUSING	1,070,000	1,069,499	1,090,000	1,089,881	2.2	0.5	501
MANKATO EDA - CFP	596,500	596,500	669,000	669,000	109.2	109.2	0
MANKATO EDA - VOUCHER	3,530,379	3,525,096	3,543,379	3,542,569	15.2	15.5	5,283
MANKATO EDA - SHELTER PLUS	112,006	57,299	112,006	57,299	104.7	4.7	54,707
Subtotal	**5,308,885**	**5,248,394**	**5,414,385**	**5,358,749**	**2.0**	**2.1**	**55,636**
INTERNAL SERVICE FUNDS							
INTERNAL SERVICES							
CENTRAL GARAGE OPERATIONS	610,000	1,350,981	759,000	1,360,911	1,933.3	(5.5)	(740,981)
CENTRAL GARAGE FLEET SUPPLY	0	627,191	0	648,411	0.0	7.5	(627,191)
CENTRAL GARAGE PARTS & FUEL	2,622,374	1,004,184	2,622,374	1,004,184	(10.7)	(5.5)	1,618,190
PW FACILITIES BLDG & GROUNDS	618,485	867,655	618,688	986,287	36.4	15.9	(249,170)
COUNCIL / MANAGER	7,105,000	1,871,313	7,324,000	1,926,170	8.5	(12.6)	5,233,687
IGC BUILDINGS & GROUNDS	149,468	875,084	149,468	887,170	0.0	5.7	(725,616)
PUBLIC INFORMATION	0	446,602	0	480,497	(100.0)	16.0	(446,602)
HUMAN RESOURCES	0	825,409	0	857,439	0.0	1.1	(825,409)
FINANCE	737,000	874,804	737,000	897,419	0.0	19.2	(137,804)
INFORMATION TECHNOLOGY	74,000	2,496,659	74,000	2,595,534	0.0	27.0	(2,422,659)
CUSTOMER SERVICE-311	0	616,040	0	639,635	0.0	(8.3)	(616,040)
Subtotal	**11,916,327**	**11,855,922**	**12,284,529**	**12,283,658**	**3.1**	**3.6**	**872**
CAPITAL REPLACEMENT ACCOUNTS							
BUILDING CAPITAL REPLACEMENT	5,000	0	5,000	0	0.0	0.0	5,000
PUBLIC SAFETY FACILITIES	559,505	405,000	559,505	450,000	6.6	(35.5)	154,505
PUBLIC WORKS CAPITAL REPL	848,000	475,000	550,000	405,000	54.2	(48.5)	373,000
IGC CAPITAL REPLACEMENT	375,000	345,000	280,000	280,000	11.9	40.8	30,000
PARKS CAPITAL REPLACEMENT	1,290,000	1,315,000	625,000	572,500	171.6	592.1	(25,000)
PUBLIC SAFETY EQUIPMENT	165,000	162,000	115,000	114,000	0.0	0.0	3,000
PUBLIC SAFETY APPARATUS	264,000	0	264,000	0	0.0	0.0	264,000
INFO TECH CAPITAL REPLACEMENT	552,000	440,000	630,000	630,000	0.0	15.8	112,000
Subtotal	**4,058,505**	**3,142,000**	**3,028,505**	**2,451,500**	**(25.4)**	**(22.0)**	**577,005**
EQUIPMENT REPLACEMENT							
EQUIPMENT REPLACEMENT	3,100,443	3,055,238	3,007,171	2,916,602	(11.3)	28.9	45,205
Subtotal	**3,100,443**	**3,055,238**	**3,007,171**	**2,916,602**	**(3.0)**	**(4.5)**	**90,569**
RISK MANAGEMENT							
RISK MANAGEMENT	335,000	325,976	335,000	326,088	(42.2)	(43.2)	9,024
Subtotal	**335,000**	**325,976**	**335,000**	**326,088**	**0**	**0**	**8,912**
CENTRAL INSURANCE							
CENTRAL INSURANCE	8,427,000	8,180,309	8,803,000	8,182,140	4.0	1.2	246,691
Subtotal	**8,427,000**	**8,180,309**	**8,803,000**	**8,182,140**	**4**	**0**	**620,860**

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
SECTION 125 PLAN/MEDICAL & DEP							
SECTION 125 PLAN / MEDICAL & D	275,000	275,000	275,000	275,000	0.0	0.0	0
Subtotal	**275,000**	**275,000**	**275,000**	**275,000**	**0**	**0**	**0**
DEBT SERVICE FUND							
DEBT SERVICE							
DEBT SERVICE	10,203,100	10,194,077	10,209,000	10,133,845	(6.7)	(6.7)	9,023
DEBT SERVICE-ENERGY SAVINGS	259,919	259,919	259,919	259,919	0.0	0.0	0
Subtotal	**10,463,019**	**10,453,996**	**10,468,919**	**10,393,764**	**0**	**(1)**	**75,155**
Total	**139,628,217**	**134,740,208**	**138,243,888**	**133,091,157**	**(1.0)**	**(1.2)**	**5,152,731**

All Funds Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	12,705,258	5,958,951	12,635,595	12,965,817	2.6	13,345,545
CHARGES FOR SERVICES	9,858,328	4,141,683	9,616,600	10,334,680	7.5	10,580,480
CONTRIBUTED CAPITAL	2,397,301	0	0	0	0.0	0
FEDERAL GRANTS	7,509,372	2,637,768	6,153,714	6,673,176	8.4	6,620,676
FINES & FORFEITURES	198,570	125,361	280,000	280,000	0.0	280,000
GAIN (LOSS) ON SALE	355,437	231,362	40,000	40,000	0.0	40,000
INTERFUND TRANSFER	21,374,896	9,044,883	19,817,001	23,991,199	21.1	20,304,199
INVESTMENT INCOME	1,365,560	30,424	760,200	695,207	(8.5)	699,046
LICENSES & PERMITS	1,099,050	894,959	1,447,100	1,451,375	0.3	1,452,375
LOCAL GRANTS	317,198	122,047	414,006	461,334	11.4	461,334
MISCELLANEOUS	3,841,528	1,026,658	4,300,331	4,236,280	(1.5)	4,283,606
PREMIUM ON BONDS ISS	0	26,923	0	0	0.0	0
PROCEEDS OF LT LIAB	52,963	189,399	100,000	100,000	0.0	100,000
RENTAL INCOME	3,916,340	1,881,713	4,460,508	4,487,161	0.6	4,404,804
SALES	28,449,714	12,188,119	28,181,621	29,458,814	4.5	30,142,224
SPECIAL ASSESSMENTS	3,951,795	288,966	4,102,000	3,227,000	(21.3)	3,227,000
STATE GRANTS	11,983,488	2,281,638	12,078,047	13,250,819	9.7	13,074,381
TAXES	27,530,087	3,352,629	25,882,102	27,975,356	8.1	29,228,218
Total	**136,906,886**	**44,423,482**	**130,268,824**	**139,628,217**	**7.2**	**138,243,888**
EXPENDITURES						
CAPITAL OUTLAY	502,391	1,545,384	8,573,984	12,298,151	43.4	7,871,417
COST OF SALES	468,482	94,169	1,045,304	1,127,600	7.9	1,197,900
DS - INTEREST	1,750,020	816,016	1,923,618	1,238,143	(35.6)	1,009,942
DS - PRINCIPAL	7,945,155	9,827,967	12,930,046	12,871,356	(0.5)	13,169,147
INSURANCE	8,012,147	3,834,404	9,122,821	9,057,900	(0.7)	9,074,800
OTHER CHARGES	26,659,882	7,398,391	15,914,552	16,953,489	6.5	17,733,968
OTHER SERVICES	11,916,632	4,858,034	12,448,622	12,114,048	(2.7)	12,223,322
SALARIES & BENEFITS	33,051,339	14,995,789	33,696,215	36,516,084	8.4	38,151,149
SUPPLIES	4,895,167	2,215,577	5,475,182	5,708,602	4.3	5,770,487
TRANSFERS OUT	21,418,795	8,409,915	17,959,492	19,039,209	6.0	18,849,924
UTILITIES	2,996,606	1,633,743	3,724,237	3,582,262	(3.8)	3,627,007
VEHICLE OPERATIONS	4,322,186	2,054,326	4,361,082	4,233,365	(2.9)	4,412,093
Total	**123,938,802**	**57,683,715**	**127,175,155**	**134,740,208**	**5.9**	**133,091,157**

Operating Fund Crosswalk

		General Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Debt Service
ADMINISTRATIVE SERVICES					X	
	City Council/City Manager				X	
	City Elections				X	
	Finance				X	
	Human Resources				X	
	Information Technology				X	
	Legal				X	
	311 / Public Information				X	
CIVIC CENTER				X		
	Civic Center			X		
COMMUNITY DEVELOPMENT		X		X		
	Building Inspections	X				
	Economic Development			X		
	Housing			X		
	Planning and Zoning	X				
	Transit			X		
GENERAL GOVERNMENT		X				
	General Government	X				
PUBLIC SAFETY		X				
	Emergency Management	X				
	Fire	X				
	Investigation	X				
	Police	X				
	Operations	X				
PUBLIC WORKS		X		X	X	
	Airport			X		
	Engineering	X				
	Facilities				X	
	Garage				X	
	Infrastructure			X		
	Parking			X		
	Parks	X				
	Recreation	X				
	Streets	X				
PUBLIC UTILITIES				X		
	Operations			X		
	Refuse			X		
	Wastewater			X		
	Water			X		

		General Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Debt Service
PARTNERSHIP			**X**			
	Highway #14 Partnership		**X**			
	Metropolitan Planning Org		**X**			
	MN Valley COG		**X**			
	Mobile Digital Computers		**X**			
	Shared Records System		**X**			

Capital Improvement Budget Crosswalk

	Admin Services	Civic Center	Comm. Dev.	Public Safety	Public Utilities	Public Works
Airport Capital Improvement						X
Capital Replacement Funds	X					
Civic Center Capital Impr		X				
Equipment Replacement						X
HUD Capital Funds			X			
Info Tech Capital Replacement	X					
Mass Transit Capital Replacement			X			X
MnDOT Grant Funds						X
Parking Capital Improvement						X
Sales Tax (Riverfront 2000)	X					
Sewer Collection Capital Imp					X	
State ATP Funding						X
State TED Funding			X			X
Stormwater						X
Wastewater Plant Capital Imp					X	
Water Capital Improvements					X	

Personnel Overview

	2022 Employee Count	2023 Employee Count	2022 Salaries & Benefits	2023 Salaries & Benefits
GENERAL FUND				
COMMUNITY DEVELOPMENT	7.15	7.15	945,671	983,869
PUBLIC SAFETY	92.36	92.36	12,876,650	13,516,262
PUBLIC WORKS	36.58	35.58	4,789,519	4,888,231
Subtotal	**136.09**	**135.09**	**18,611,840**	**19,388,362**
SPECIAL REVENUE FUNDS				
SPECIAL REVENUE	2.39	2.39	296,298	309,787
Subtotal	**2.39**	**2.39**	**296,298**	**309,787**
ENTERPRISE FUNDS				
AIRPORT	2.33	2.06	240,446	238,649
ALL SEASONS ARENA	3.00	3.00	376,888	391,158
BLUE EARTH COUNTY EDA - HOUSING	2.68	2.68	301,759	314,270
CIVIC CENTER	14.66	14.93	1,530,965	1,614,110
ECONOMIC DEVELOPMENT	2.32	2.32	390,627	404,900
MAJOR UTILITIES - ADMIN	3.00	3.00	409,560	426,073
MAJOR UTILITIES - WASTEWATER	16.80	16.80	2,093,945	2,163,217
MAJOR UTILITIES - WATER	15.40	15.40	1,826,340	1,896,113
MANKATO EDA - HOUSING	8.83	8.83	934,049	971,904
MASS TRANSIT	39.41	39.41	3,200,328	3,302,888
MINOR UTILITIES - STORM WATER	3.30	3.30	373,955	386,938
MINOR UTILITIES - STREET LIGHTING	0.00	0.00	1,209	1,209
PARKING	1.00	1.00	88,129	92,686
Subtotal	**112.73**	**112.73**	**11,768,200**	**12,204,115**
INTERNAL SERVICE FUNDS				
INTERNAL SERVICES	54.25	55.25	5,839,746	6,248,885
Subtotal	**54.25**	**55.25**	**5,839,746**	**6,248,885**
Total	**305.46**	**305.46**	**36,516,084**	**38,151,149**

City of Mankato

Leading the way...

Property Tax Analysis

Property Tax Analysis

THE TAX LEVY: DISTRIBUTION AND YEAR-OVER-YEAR CHANGES

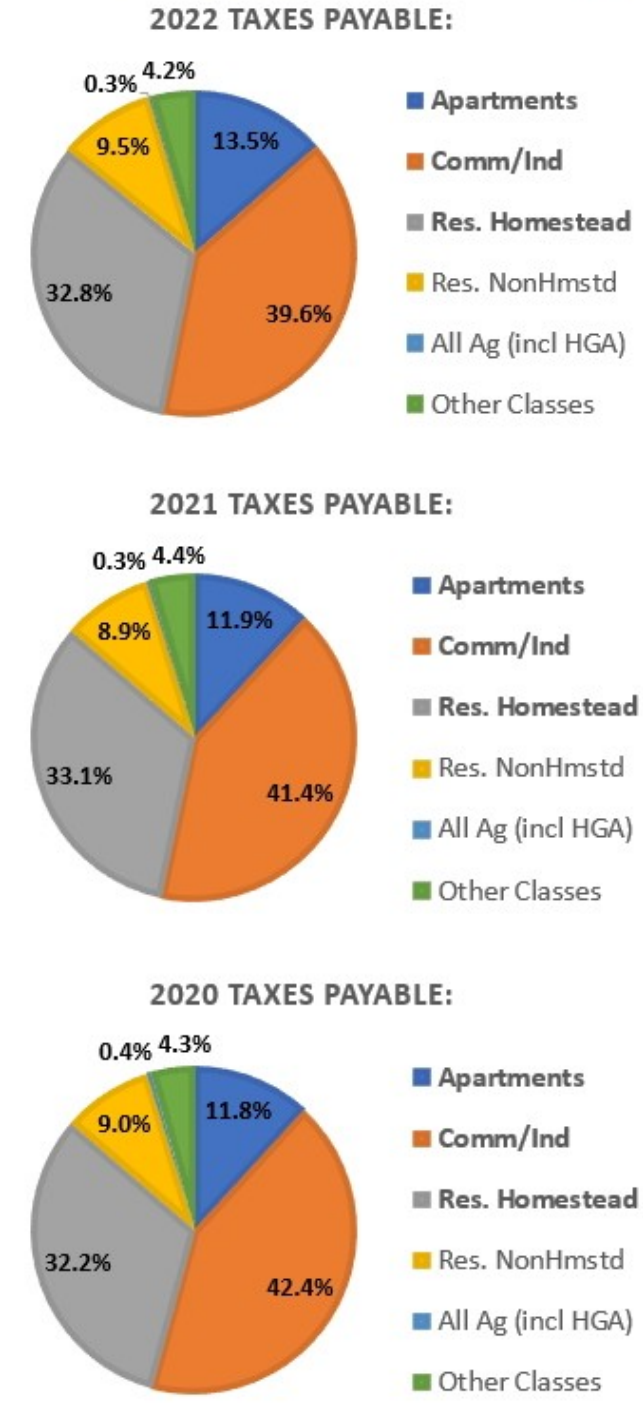
As you may have heard us say in the past, we compare the property tax levy to a pie. The overall size of the pie is determined by the total tax capacity (the total taxable values times the individual state classification rates) for the jurisdiction. The thickness of the pie is determined by the budgeting decisions of the jurisdictions (how much money they levy). The size of each slice – the amount of property taxes a specific property is responsible for – is determined by that property's tax capacity (again, its taxable valuetimes the classification rate).

All three parts of this "property tax pie" can (and oftentimes do) change annually:

- The pie can grow larger or smaller if the tax capacity of all the property (the values or classification rates) increase or decrease each year. Property values can increase or decrease enmasse due to market changes or new development or the Legislature may make changes to theclassification rates statewide.
- The pie can grow thicker or thinner depending on the budgeting decisions of governments and ifthey levy more or less tax dollars each year. For example, as more money is levied, the pie becomes thicker, meaning there is more "property tax pie" to be collected. This is usually evidenced by increased local tax rates.
- The slices of the pie can grow wider or narrower depending on the value changes to individualproperties and changes made to individual classification rates. Property values can increase or decrease based on the market or changes owners make to their property or their use of the property may change resulting in different classification rates.

Not every owner will experience the same changes. If the pie grows larger because of increasing values, you could assume everyone's slice would become wider. However, that may not be true if someone ownsa property that did not see its individual tax capacity increase because its value did not change. In that case, other property owners whose values did increase would have wider slices because the whole pie must be divided up. As another example, one could assume that if the budgets for governments increased it would result in a thicker pie, higher tax rates, and more taxes paidper property. However, that may notbe true if the overall pie also grows due to new development. That stretching of the pie could thin the pie back out. These are just two examples of the many combinations of the possible impacts of these three parts.

Net Tax Capacity (NTC) by Major Property Type



Notes: "All Ag (incl HGA)" is an estimation at this point due to reporting/homestead changes.
All information is deemed preliminary for discussion purposes only
Blue Earth County Property & Environmental Resources 7/19/2021

MANKATO'S PROPERTY TAX LEVY AND MARKET INDICATIONS

First, it is very important to note the following data and analysis is provided to facilitate discussion only and is not considered final as there can still be changes made to the 2021 assessment that will impactthe figures, and additionally the 2022 levy is not yet set.

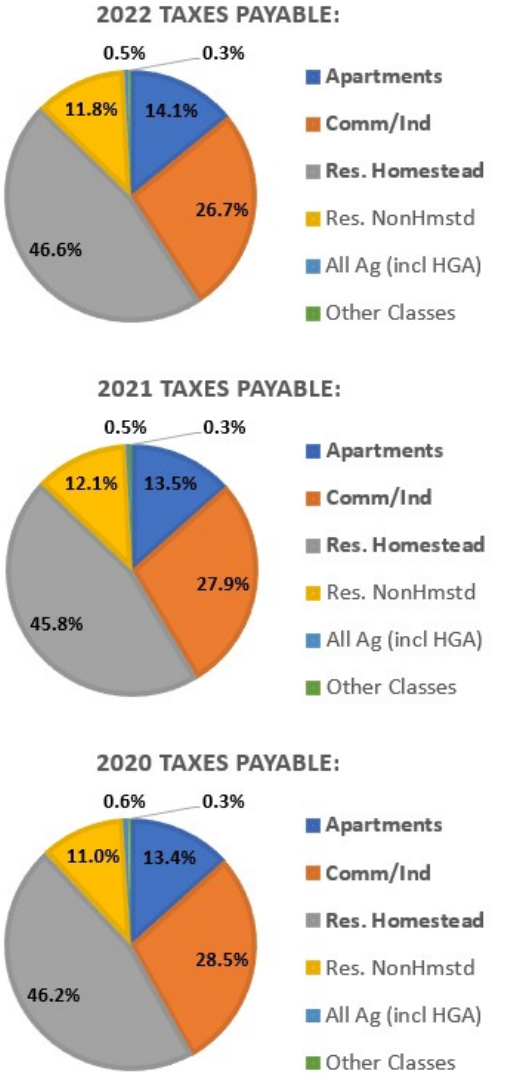
The "property tax pie" in Mankato is about 3.8% larger than last year and has grown over 46% since payable 2013. The recent increases are due to increases in value (based on market factors and new construction and development) primarily for residential properties. The city's total net tax capacity increased from about $32.7 million for taxes payable 2013 to an estimated $49 million for taxes payable 2022. This new tax capacityis due to increases in the apartment and residential property types over the past several years. The increasesin those property types have increased the overall tax base.

Apartments and residential properties have assumed more of the tax base over the past several years.

As noted above, total net tax capacity can change due to valuation changes (based on market factors) and/or due to new construction/ development. For the city's apartment and residential property, the valueincreases are due to a combination of market growth and new construction (see below).

As the following graph and charts show, the apartment and residential values have all increased over the three-year period presented. Commercial market value remained stable with a slight decrease of less than1% over last year's market value while apartments (4+ units) were up 8.9% and residential homestead was up 5.9%.

Estimated Market Value by Major Property Type



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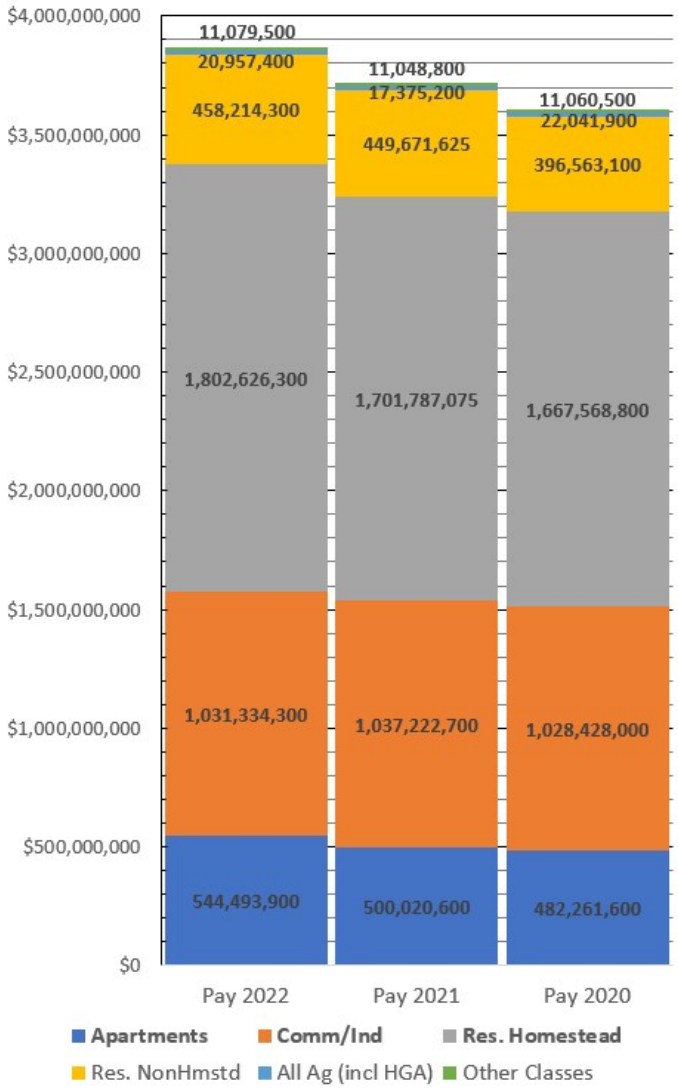
Estimated Market Value by Major Property Type



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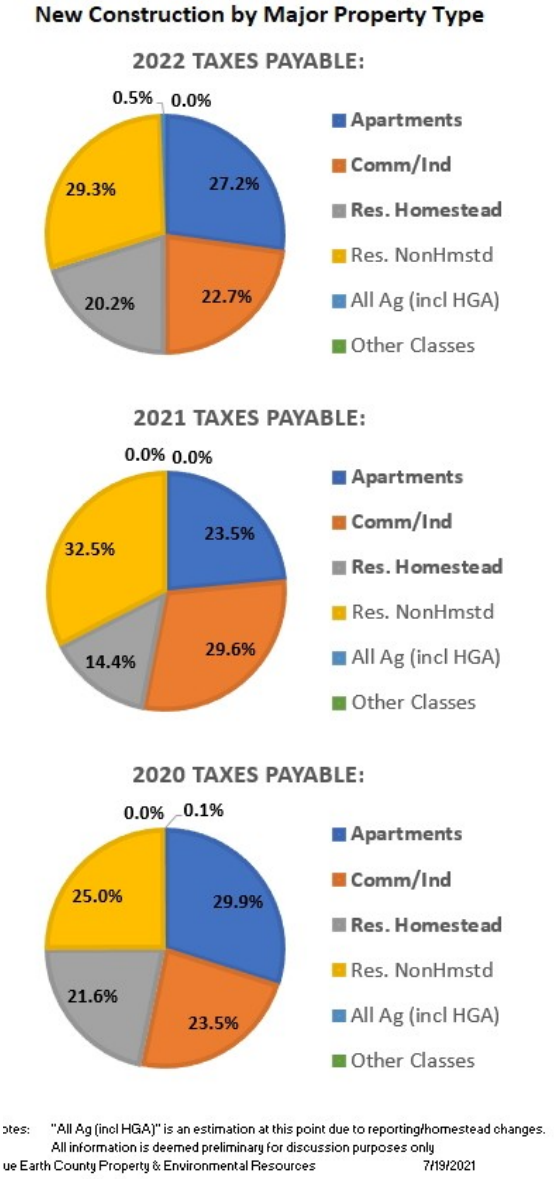
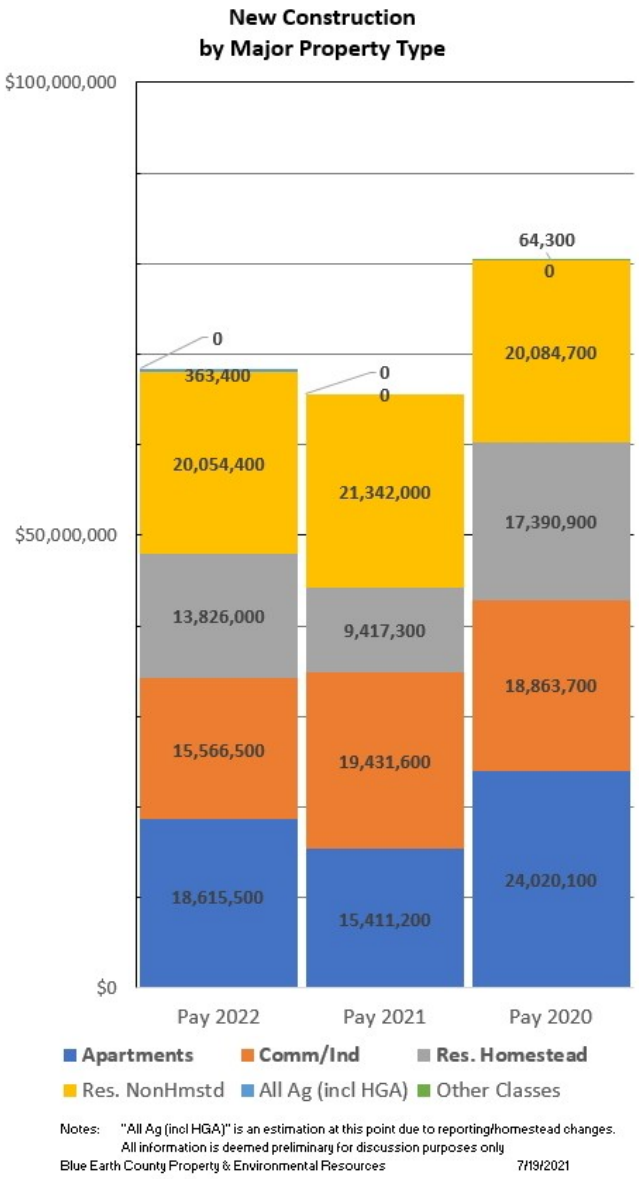
Blue Earth County Property & Environmental Resources 7/19/2021

Market transactions, based on current sales data being reported to our office, indicate potential limitedincreases for the commercial/industrial and residential property types. Agricultural land market value changes for the 2022 assessment (pay 2023) are anticipated to be limited. There are a number of apartment sales, which also indicate expected valuation increases.

To continue the analogy, these increases will make the “property tax pie” larger, but the discrepancies inthe growth percentages among the various types of property classes will also cause changes in the widthof the individual slices. Some property owners will have bigger slices and shares of the property tax pie even if their local governments do not raise the levies.

Mankato did realize over $68 million in new construction between the pay 2021 and pay 2022 years, which represents the average annual new construction amount over the past five years (Pay 2018-2022). This year, commercial/industrial is the only major property type to realize a decrease in new constructionfrom the previous year.





While it is nearly impossible to forecast new construction because we only receive information after the permit has been issued, it should be noted the city's annual new construction potential appears to be stable

over the longer term. There are a limited number of projects in the planning, development or active construction stages. Residential new construction is ongoing. Once construction begins, our assessor's office staff adds new construction amounts for the next assessment which increases the county's overalltax base.

To continue the analogy, these increases will make the "property tax pie" larger, but the discrepancies in the growth percentages among the various types of property classes will also cause changes in the width of the individual slices. Any new construction growth may also cause the pie to become thinner, thus reducing local tax rates, depending on the levy decisions of the various governments. It is also important to note here that frequently the new construction value is part of Tax Increment Financing projects, whichwill impact what the overall local tax rate will be as those tax dollars are dedicated to specific projects.

MANKATO'S PROPERTY TAX IMPACTS

Again, a note of caution that the following data and analysis is provided to facilitate discussion only andis not considered final as there can still be changes made to the 2021 assessment that will impact the figures, and additionally the 2022 levy is not yet set.

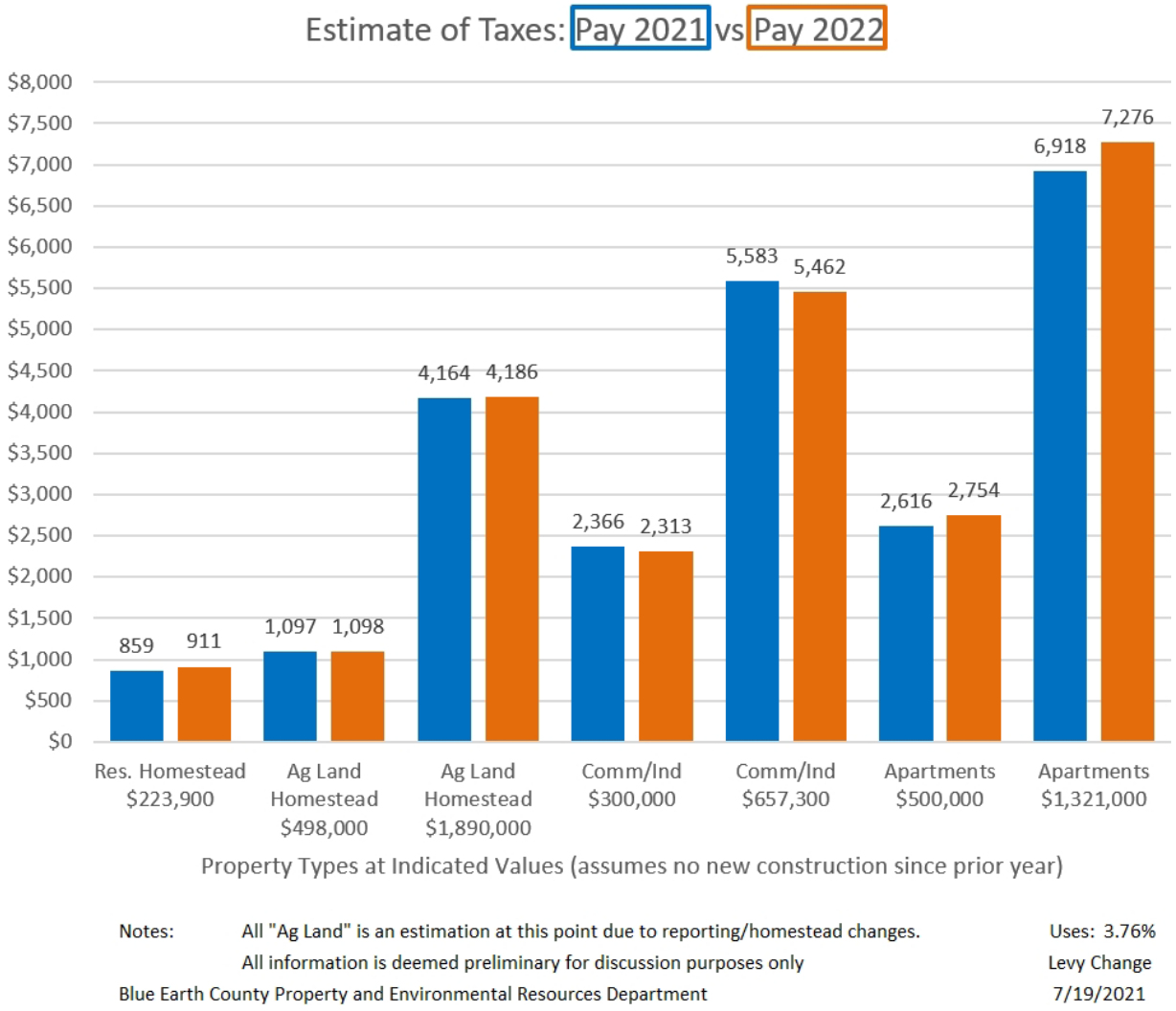
As discussed above, the city's "property tax pie" is growing larger because of an increase in the city's total net tax capacity. This is stretching the pie thinner and results in a lowering of the city's tax rate. If everything else was held constant, it would result in an overall reduction in taxes for taxpayers. Based onpreliminary data, with an assumption of a 3.83% increase ($20,798,000 to $21,594,000) in the city's tax levy, the city's tax rate would remain constant compared to the pay 2021 rate, at 44.06%.

However, if the city, school, and/or county increase their levies, they could negate the city's thinning ofthe pie due to tax capacity growth. Additionally, due to the valuation increases seen in certain propertyclasses and in specific instances where individual properties have been greatly improved since last year,some property owners will see tax increases. Even though the pie may be thinning, those owners' respective slices are growing much wider – especially in residential property types.

Additional detailed data can be provided if requested, however, the following is provided for a very high-level summary of the property tax impacts. The data below assumes a 3.8% increase (approximately

$796,000) in the city's levy, negates any new construction and assumes average value changes due to market conditions. This increase maintains no change in the local tax rate when compared to last year. Seethe summary chart that follows on the next page.

- Residential Homestead. This property class saw value increases citywide and had stable new construction amounts overall. Its slices of the pie have increased. An averaged-valued property ($223,900) will see a tax increase of about $52 (+6.05%) on the city portion due to the levy dollarincrease and value increases, provided there is no new construction.
- Commercial/Industrial. This property class did see minimal value decreases citywide and saw adecrease in new construction amounts compared to last year. The overall commercial/industrialslice of the pie is slightly smaller (-2.10%) due to a reduction in new construction. An average-valued property ($657,300) will see a decrease of about $121 (-2.17%) on the city portion of property taxes provided there is no new construction. A more modest commercial property valuedat $300,000 would see a city-portion tax decrease of approximately $53 (-2.24%).
- Apartments. This property class's values increased citywide, however, they experienced an increase in new construction. Its slices of the pie have increased. An average-valued property ($1,321,00) will see an increase of about $358 (+5.17%) in city taxes. This assumes there was nonew construction on an individual basis. A more modest apartment property valued at $500,000 would see a city-portion tax increase of approximately $138 (+5.28%).
- Agricultural Land. This property type is included in the graph below for informational purposes; however, it is a smaller portion of the city's property tax pie so detailed analysis is not significantenough to be meaningful.



Do not hesitate to contact me if you have any questions regarding this information; we look forward tohaving a more in-depth discussion if necessary.

Levy Increase Preparation Worksheet

2021 Budget Preparation Worksheet **Mankato City** *Prepared* *11/29/2021*

THIS SHEET SUMMARIZES THE VARIOUS AVENUES OF LEVY INCREASE ABSORPTION

2020 pay 2021 Net Tax Capacity (NTC)	47,225,718		DISCUSSION PURPOSES
2020 pay 2021 City Levy	20,798,000		ONLY
2020 pay 2021 City Local NTC Tax Rate	44.040%	(City Levy / NTC)	Draft Status

2021 pay 2022	Values and NTCs		
Class	Value Est	Prelim NTC	
Residential	2,127,309,200	21,273,092	
Apartment	523,631,360	6,545,392	
Commercial	950,569,533	14,258,543	
Industrial	297,265,133	4,458,977	
Seasonal	-	-	
Agricultural	162,338,700	173,179	
Totals	4,095,749,727	48,332,570	(Note the TOTAL Val Est is inflated due to Class Rates used)
	(Note total may be inflated)		(Note total is under-estimated due to rounding and other estimates)

2021 pay 2022		
...Est of NTC Due to New Const	806,812	(Estimate of NTC due to new construction only)
...Est of NTC Due to Market	300,040	(Estimate of NTC due to market growth only)
...Est of Total New NTC	1,106,852	(Estimate of total new NTC)
...Indicated City Levy	21,285,453	(This keeps the tax rate the same as previous year)
...Est of Levy Increase Potential	487,453	(This is an est of increase while maintaining tax rate)
...Proposed Levy Increase (as %)	2.40%	(Enter proposed levy increase here as a percent)
...Proposed Levy	21,297,966	(Last year's levy times increase percentage)
...Proposed Levy Increase	499,966	(This year's proposed levy minus last year's levy)

	New Const	Mrkt Growth	Unabsorbed
Proposed Levy Increase (as %) Absorbed By...	71.07%	28.37%	0.56%
Proposed Levy Increase (as $) Absorbed By...	355,317	141,849	2,800

2021 pay 2022 Proposed City Local NTC Tax Rate 44.07%

5-Year Property Tax Projection

Table I
5 Year Tax Levy
and
Tax Capacity Projection

August 9th, 2021	**Budget 2020**	**Budget 2021**		**Budget 2022**	**Budget 2023**	**Budget 2024**	**Budget 2025**	**Budget 2026**	Comments
City Tax Levy									Blue Earth County assumptions in MV Growth & New Construction Growth
General Fund Levy	15,045,000	15,468,000		16,264,000	17,073,775	17,857,182	18,668,673	19,508,252	GF Levy reflects growth in Market Values (3.5%)
Debt Service Levy	4,800,000	4,800,000		4,800,000	4,800,000	4,800,000	4,800,000	4,800,000	Debt Levy Required based upon Debt Schedules from Springsted
Transit Levy	165,000	165,000		165,000	165,000	165,000	165,000	165,000	No Levy increase for Transit Levy
EDA Levy	315,000	365,000		365,000	365,000	365,000	365,000	365,000	No Levy increase for Economic Development
Total City Tax Levy	20,325,000	20,798,000		21,594,000	22,403,775	23,187,182	23,998,673	24,838,252	Reflects growth in Tax Capacity
Total Tax Levy	20,325,000	20,798,000		21,594,000	22,403,775	23,187,182	23,998,673	24,838,252	Tax Capacity is net of Tax Increment
Net Tax Capacity	46,128,482	47,164,663		48,974,105	50,688,199	52,462,286	54,298,466	56,198,912	Reflects 3.5% growth in tax capacity per year
Extension Rate	**44.06%**	**44.10%**		**44.09%**	**44.20%**	**44.20%**	**44.20%**	**44.20%**	Reflects a stable tax rate for five years
									Target extension rate is 44.06%
Total Budgeted Levy Increase ($)	673,000	473,000		796,000	809,775	783,407	811,491	839,579	
Total Budgeted Levy Increase (%)	**3.42%**	**2.33%**		**3.83%**	**3.75%**	**3.50%**	**3.50%**	**3.50%**	**Levy increase is linked to growth in tax capacity**
General Fund Tax Levy	15,045,000	15,468,000		16,264,000	17,073,775	16,625,000	17,765,000	18,900,000	
Local Government Aid	7,284,487	6,556,038		7,463,042	7,463,042	7,463,042	7,463,042	7,463,042	
General Fund Levy Base	**22,329,487**	**22,024,038**		**23,727,042**	**24,536,817**	**24,088,042**	**25,228,042**	**26,363,042**	General Fund Levy Base (LGA + GF Levy)
LGA + G.F. Levy + MV Aid									



GENERAL FUND (1000)

GENERAL FUND (1000) Overview

The General Fund account services activities primarily supported by state and local general taxes (levy and state aid). With the functions of the general fund being heavily relied on staff oversight, this results in personnel being the largest expenditure within the fund. In fiscal year 2022 and fiscal year 2023, employee count remains relatively consistent with 136 full-time employees, resulting in approximately 60% of total expenditures within the general fund or $18,657,649 in fiscal year 2022 and $19,388,362 in 2023. Other expenditures include general government costs, community development operational costs such as planning and zoning and building inspections, public works operational costs including streets, snow plowing, and park maintenance; and public safety operational costs including police, fire and emergency management.

In 2022, the general fund revenue is estimated at $30,910,849 which is a $1,949,685 increase from 2021. Expenditures are projected at $30,882,272 a $1,952,485 increase from 2021. In 2023 revenues are projected at $32,004,611, an $1,093,762 increase from 2022. Expenditures are projected at $31,975,232.

In 2022, the general fund balance is projected to remain stable at $15.1 million. Of the total fund balance, $5,119,836 is considered an unrestricted fund balance. Per the city of Mankato's finan-cial policies, "The city will strive to maintain unassigned fund balance equivalent to a minimum of five months or 42 percent of the prior fiscal year general fund operating expenditures." While the city's unrestricted fund balance does continue to grow each year, it is not growing at the same rate as general fund expenditures. In future years, a solution must be identified to adjust the targeted fund balance percentage (noting that the 42 percent unrestricted fund balance per-centage is regarded by Government Finance Officers Association (GFOA) as a best practice) or identify additional funding solutions and prioritizations. This is addressed within the revised financial policies which identify targeted fund balance goals for all major funds and not just the general fund.

Property tax levy: Should the city council choose to keep the tax extension rate at or below 44.06 percent, the tax capacity increase or additions to tax base will pay all city spending increases in the general fund. Provided that property owner market values have not increased, all Mankato property tax payers will see no increase in the city portion of their property tax bills. This represents the tenth consecutive year the tax rate has essentially remained the same.

Property tax capacity: The city's net tax capacity grew by 3.8 percent in 2022. The increase brings the overall market value of the city to just under $3.9 billion or about a $140 million increase. The gain enables the levy to increase by $796,000 keeping property taxes and tax capacity rate stable at a level of 44.06 percent.

Other General fund revenue changes

Summary of significant revenue changes:

- $25,000 reduction in Reimbursements for School Liaison Officer
- $796,000 increase in Tax Levy due to increase in NTC increase of 3.8%
- $515,870 increase in Tax Levy due to revised delinquency rate of collections – Due to the pandemic in 2021 we budgeted a 5% uncollectable contra account but due to better than expected collections in 2020 and the 1st half of 2021 we decreased this account to 1.5%
- $898,995 increase in Local Government Aid due to increase in State allocation and optimistic state budgetary outlook

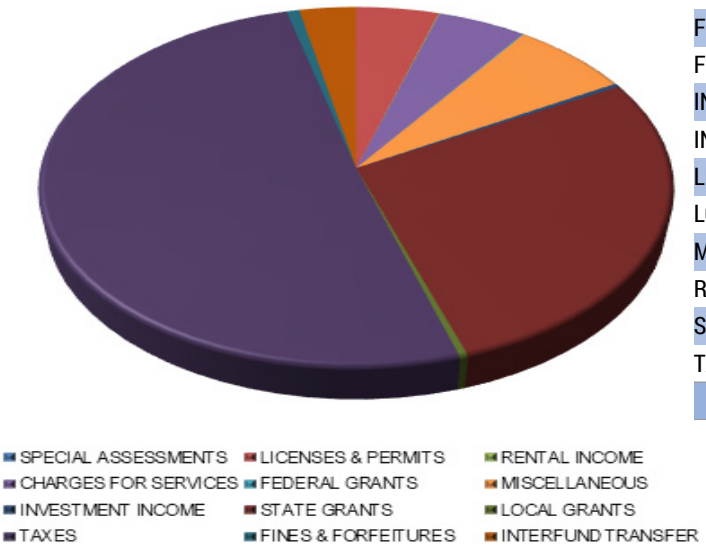
General fund expenditures: Summary of 2022 major expenditure changes in the general fund are payroll and benefit adjustments

- Salary adjustments (cost-of-living adjustments (COLA) $ 285,770
- Health Insurance (4% premium increase) $ 134,136
- Administrative Charges (18% increase) $ 224,007
- (This is due to updating the methodology to which admin charges are allocated)
- Commodities and external service charges have remained relatively flat as compared to previous years within the general fund.
- Offsetting adjustments for additional contribution for the Parks Capital Fund and Emerald Ash Bore

Combined Fund Budget

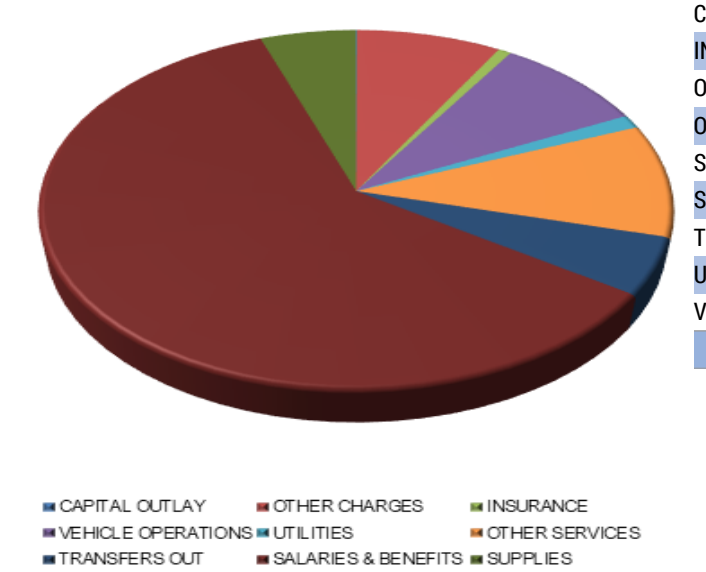
	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	1,592,368	530,634	1,550,800	1,557,050	0	1,557,050.0
FEDERAL GRANTS	999,485	38,854	6,000	19,000	217	19,000.0
FINES & FORFEITURES	178,765	108,269	220,000	220,000	0	220,000.0
INTERFUND TRANSFER	868,610	310,684	965,000	990,000	3	990,000.0
INVESTMENT INCOME	208,430	(171)	100,000	100,000	0	100,000.0
LICENSES & PERMITS	1,089,210	890,039	1,437,100	1,441,375	0	1,442,375.0
LOCAL GRANTS	110,368	10,790	116,000	116,000	0	116,000.0
MISCELLANEOUS	2,241,182	290,228	2,149,500	2,124,500	-1	2,129,500.0
RENTAL INCOME	7,458	3,804	17,000	17,000	0	17,000.0
STATE GRANTS	8,358,235	248,672	7,689,014	8,596,018	12	8,596,018.0
TAXES	15,102,084	78,349	14,710,750	15,729,906	7	16,817,668.0
Total	**30,756,195**	**2,510,151**	**28,961,164**	**30,910,849**	**6.7**	**32,004,611**
EXPENDITURES						
CAPITAL OUTLAY	461,687	0	16,000	16,000	0	16,000.0
INSURANCE	217,158	124,219	194,411	226,800	17	232,950.0
OTHER CHARGES	2,620,470	1,153,226	2,928,118	2,529,207	-14	2,913,571.5
OTHER SERVICES	2,535,895	1,018,793	2,997,935	3,134,113	5	3,154,062.7
SALARIES & BENEFITS	17,027,666	7,664,905	17,441,842	18,611,840	7	19,388,362.0
SUPPLIES	1,202,330	494,919	1,631,149	1,676,955	3	1,686,755.0
TRANSFERS OUT	3,344,374	410,496	560,496	1,616,186	188	1,373,897.0
UTILITIES	336,382	147,112	331,500	370,000	12	377,000.0
VEHICLE OPERATIONS	2,783,163	1,332,167	2,828,337	2,701,172	-4	2,832,633.8
Total	**30,529,125**	**12,345,836**	**28,929,787**	**30,882,272**	**6.7**	**31,975,232**
Net Income (Loss)	**227,070**	**(9,835,685)**	**31,377**	**28,577**	**25.0**	**29,379**

2022 Combined Fund Budget Revenues



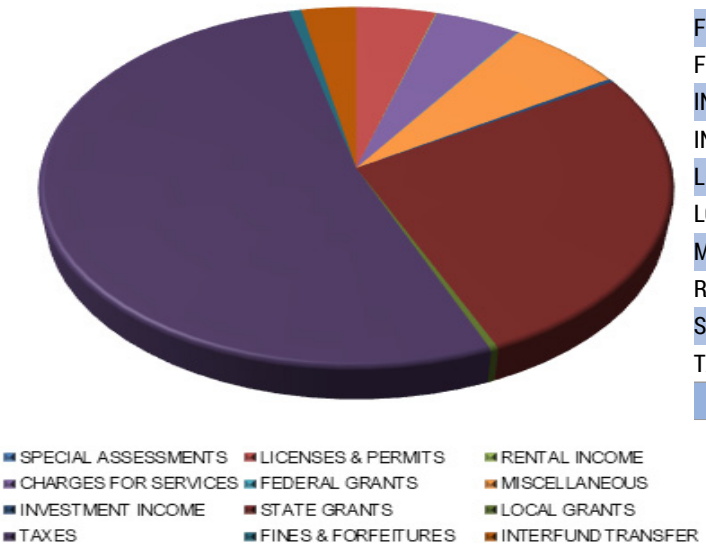
CHARGES FOR SERVICES	$1,557,050
FEDERAL GRANTS	$19,000
FINES & FORFEITURES	$220,000
INTERFUND TRANSFER	$990,000
INVESTMENT INCOME	$100,000
LICENSES & PERMITS	$1,441,375
LOCAL GRANTS	$116,000
MISCELLANEOUS	$2,124,500
RENTAL INCOME	$17,000
STATE GRANTS	$8,596,018
TAXES	$15,729,906
Total	**$30,910,849**

2022 Combined Fund Budget Expenditures



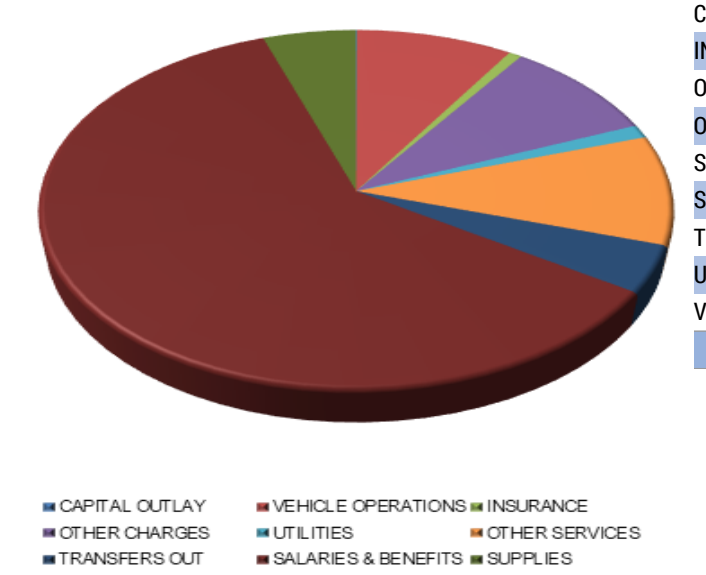
CAPITAL OUTLAY	$16,000
INSURANCE	$226,800
OTHER CHARGES	$2,529,207
OTHER SERVICES	$3,134,113
SALARIES & BENEFITS	$18,611,840
SUPPLIES	$1,676,955
TRANSFERS OUT	$1,616,186
UTILITIES	$370,000
VEHICLE OPERATIONS	$2,701,172
Total	**$30,882,272**

2023 Combined Fund Budget Revenues



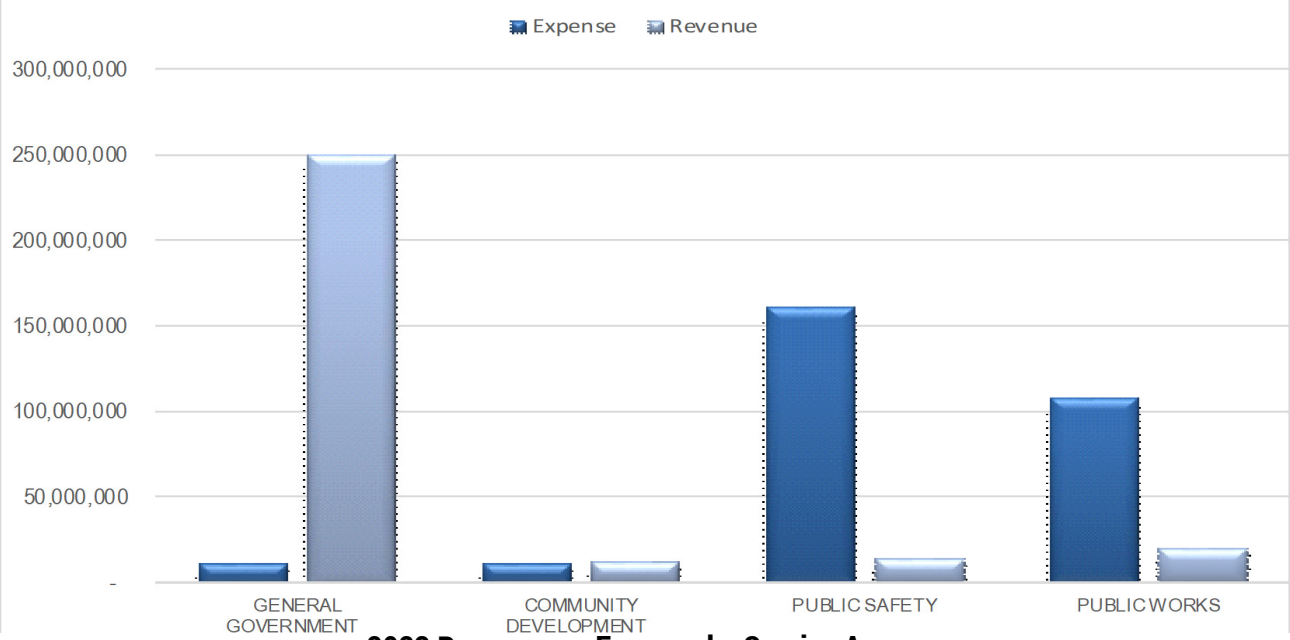
CHARGES FOR SERVICES	$1,557,050
FEDERAL GRANTS	$19,000
FINES & FORFEITURES	$220,000
INTERFUND TRANSFER	$990,000
INVESTMENT INCOME	$100,000
LICENSES & PERMITS	$1,442,375
LOCAL GRANTS	$116,000
MISCELLANEOUS	$2,129,500
RENTAL INCOME	$17,000
STATE GRANTS	$8,596,018
TAXES	$16,817,668
Total	**$32,004,611**

2023 Combined Fund Budget Expenditures

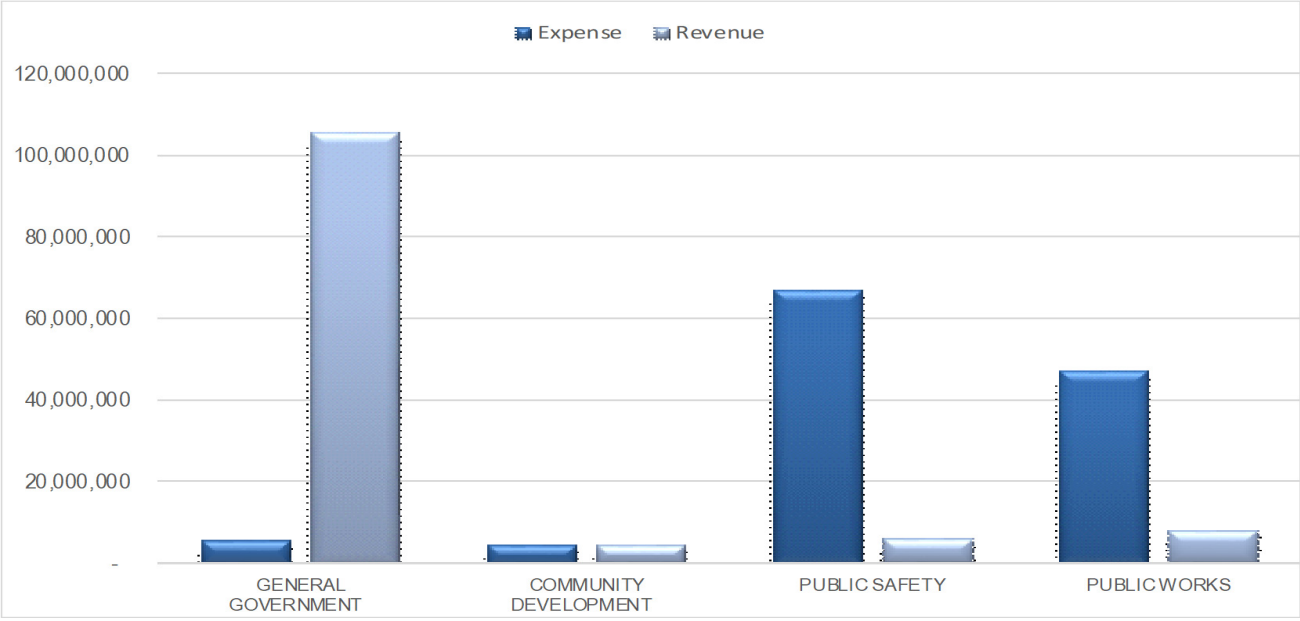


CAPITAL OUTLAY	$16,000
INSURANCE	$232,950
OTHER CHARGES	$2,913,572
OTHER SERVICES	$3,154,063
SALARIES & BENEFITS	$19,388,362
SUPPLIES	$1,686,755
TRANSFERS OUT	$1,373,897
UTILITIES	$377,000
VEHICLE OPERATIONS	$2,832,634
Total	**$31,975,232**

2022 Revenue vs. Expense by Service Area



2023 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
GENERAL FUND							
GENERAL GOVERNMENT							
GENERAL GOVERNMENT	26,208,948	1,348,207	27,296,710	1,320,028	4.2	(2.1)	25,976,682
Subtotal	**26,208,948**	**1,348,207**	**27,296,710**	**1,320,028**	**4.2**	**(2.1)**	**25,976,682**
COMMUNITY DEVELOPMENT							
PLANNING AND ZONING	41,125	537,671	42,125	560,411	2.4	4.2	(518,286)
BLDG INSPECTION	1,096,000	648,922	1,096,000	669,566	0.0	3.2	426,434
Subtotal	**1,137,125**	**1,186,593**	**1,138,125**	**1,229,977**	**0.1**	**3.7**	**(91,852)**
PUBLIC SAFETY							
PUBLIC SAFETY ADMINISTRATION	1,103,700	2,835,153	1,108,700	2,951,320	0.5	4.1	(1,842,620)
POLICE INVESTIGATION	0	1,973,748	0	2,047,067	0.0	3.7	(2,047,067)
POLICE PATROL	2,000	7,580,221	2,000	8,082,402	0.0	6.6	(8,080,402)
PSC BUILDINGS & GROUNDS	0	370,391	0	377,515	0.0	1.9	(377,515)
EMERGENCY MANAGEMENT	0	14,166	0	14,266	0.0	0.7	(14,266)
FIRE SUPPRESSION	443,000	3,724,813	443,000	3,836,930	0.0	3.0	(3,393,930)
Subtotal	**1,548,700**	**16,498,492**	**1,553,700**	**17,309,500**	**0.3**	**4.9**	**(15,755,800)**
PUBLIC WORKS							
STREET MAINTENANCE	659,976	3,457,486	659,976	3,573,903	0.0	3.4	(2,913,927)
STREET SNOW REMOVAL	0	1,461,124	0	1,448,677	0.0	(0.9)	(1,448,677)
STREET TRAFFIC CONTROL MAINT	151,000	602,321	151,000	614,969	0.0	2.1	(463,969)
ENGINEERING	1,057,000	1,686,070	1,057,000	1,736,686	0.0	3.0	(679,686)
PARKS RECREATION ACTIVITIES	6,500	917,565	6,500	944,231	0.0	2.9	(937,731)
PARKS GROUND MAINTENANCE	101,600	1,460,380	101,600	1,514,645	0.0	3.7	(1,413,045)
PARKS FORESTRY & LANDSCAPING	7,000	1,367,860	7,000	1,412,950	0.0	3.3	(1,405,950)
PARKS FACILITIES	33,000	896,175	33,000	869,664	0.0	(3.0)	(836,664)
Subtotal	**2,016,076**	**11,848,981**	**2,016,076**	**12,115,727**	**0.0**	**2.3**	**(10,099,651)**
Total	**30,910,849**	**30,882,272**	**32,004,611**	**31,975,232**	**3.5**	**3.5**	**29,379**

Personnel by Service Area

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
GENERAL FUND						
COMMUNITY DEVELOPMENT						
Full-Time	7.15	7.15	7.15	869,318	923,047	961,245
Part-Time	0.00	0.00	0.00	11,515	21,933	21,933
Flexible Staffing Resources	0.00	0.00	0.00	691	691	691
Subtotal	**7.15**	**7.15**	**7**	**881,524**	**945,671**	**983,869**
PUBLIC SAFETY						
Full-Time	74.00	84.00	85.00	9,943,576	11,785,275	12,415,693
Part-Time	10.71	8.36	7.36	162,445	355,595	364,789
Flexible Staffing Resources	0.00	0.00	0.00	769,634	735,780	735,780
Subtotal	**84.71**	**92.36**	**92**	**10,875,655**	**12,876,650**	**13,516,262**
PUBLIC WORKS						
Full-Time	17.10	35.85	34.85	1,940,746	4,116,214	4,213,526
Part-Time	0.00	0.73	0.73	0	56,399	57,801
Flexible Staffing Resources	0.00	0.00	0.00	510,341	616,906	616,904
Subtotal	**17.10**	**36.58**	**36**	**2,451,087**	**4,789,519**	**4,888,231**
Total	**108.96**	**136.09**	**135**	**14,208,266**	**18,611,840**	**19,388,362**

5-Year Fund Projection

August 9th, 2021	Budget 2021		Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Comments
General Fund Revenue:								
General Fund Levy	14,710,750		16,020,040	16,817,668	17,592,836	18,395,136	19,225,515	GF Levy reflects growth in Market Values (3.5%)
Local Government Aid (LGA)	6,556,038		7,463,042	7,463,042	7,463,042	7,463,042	7,463,042	Reflects new amounts per LMC & then remains flat
Other State Aids	1,254,976		1,254,976	1,254,976	1,254,976	1,254,976	1,254,976	Reflects flat amount throughout projection period
Licenses / Permits	1,437,100		1,441,375	1,442,375	1,442,375	1,442,375	1,442,375	Reflects flat amount throughout projection period
Service Charges	1,550,800		1,557,050	1,557,050	1,557,050	1,557,050	1,557,050	Reflects flat amount throughout projection period
Miscellaneous & Other	801,500		776,500	781,500	781,500	781,500	781,500	Reflects flat amount throughout projection period
Franchise Fees	1,685,000		1,685,000	1,685,000	1,685,000	1,685,000	1,685,000	Reflects flat amount throughout projection period
Transfers	965,000		990,000	990,000	990,000	990,000	990,000	Reflects flat amount throughout projection period
Total General Fund Revenue	28,961,164		31,187,983	31,991,611	32,766,779	33,569,079	34,399,458	
General Fund Expenditures:								
Personal Services	17,441,842		18,657,649	19,388,362	19,873,071	20,369,898	20,879,145	Reflects projected 2 1/2% increase in labor contracts
Commodities	4,985,397		4,974,926	5,129,338	5,283,218	5,441,715	5,604,966	Reflects projected 3% increase from 2022 to 2026
Other Services	2,997,935		3,121,113	3,141,063	3,235,295	3,332,353	3,432,324	Reflects projected 3% increase from 2022 to 2026
Other Charges	2,928,118		2,692,899	2,813,572	2,897,979	2,984,919	3,074,466	Reflects projected 3% increase from 2022 to 2026
Capital Outlay	16,000		16,000	16,000	16,000	16,000	16,000	Reflects flat projection
Other Financing / Transfers	560,496		1,693,186	1,373,897	1,415,114	1,457,567	1,501,294	Reflects projected 3% increase from 2022 to 2026
Total General Fund Expenditures	28,929,787		31,155,773	31,862,232	32,720,677	33,602,452	34,508,196	
Income or (Loss)	31,377		32,210	129,379	46,102	(33,373)	(108,738)	
Fund Balance - January 1	15,088,459		15,119,836	15,152,046	15,281,425	15,327,527	15,294,154	
Surplus or Deficit	31,377		32,210	129,379	46,102	(33,373)	(108,738)	
Fund Balance - December 31	15,119,836		15,152,046	15,281,425	15,327,527	15,294,154	15,185,416	
Fund Balance as a % of Expenditures	52.26%		48.63%	47.96%	46.84%	45.51%	44.01%	Target is between 42% to 48%

Capital Outlay

	Quantity	Price	Total Price
ENGINEERING			
MACHINERY & EQUIPMENT			
2022 - Miscellaneous equipment for filed work	1	5,000	5,000
2023 - Miscellaneous equipment for filed work	1	5,000	5,000
Subtotal	**2**	**10,000**	**10,000**
PARKS GROUND MAINTENANCE			
BLDGS & STRUCTURES			
2022 - Mankato Storage fees for seasonal vehicles & equipment	1	10,000	10,000
2023 - Mankato Storage fees for seasonal vehicles & equipment	1	10,000	10,000
Subtotal	**2**	**20,000**	**20,000**
PUBLIC SAFETY ADMINISTRATION			
FURNITURE & EQUIPMENT			
2022 - Furniture & equipment	1	1,000	1,000
2023 - Furniture & equipment	1	1,000	1,000
Subtotal	**2**	**2,000**	**2,000**
Total	**6**	**32,000**	**32,000**

Transfer Crosswalk

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
1010 - General Fund			
1010-410010-392020	25,000	2370-410016-507200	Transfer for Lodging Tax
1010-410010-392020	195,000	6000-493000-507200	PILOT - Water
1010-410010-392020	170,000	6000-493000-507200	PILOT - Wastewater
1010-410010-392020	40,000	6030-495010-507200	PILOT - Refuse
1010-410010-392020	60,000	6060-496010-507200	PILOT - Stormwater
1010-431011-334180	50,000	4020-431020-334180	Transfer for MSA Seal Coating
1010-431011-392020	100,000	6060-496010-507200	Transfer for Street Sweeping
1010-431011-392020	100,000	6030-495010-507200	Transfer for Spring Clean Up
1010-431011-392020	100,000	6030-495010-507200	Transfer for Fall Leaf Pickup
1010-431016-392020	100,000	4020-431020-507200	Transfer for MSA Signals
1010-452011-392020	50,000	6060-496010-507200	Transfer for Storm Water Costs Parks Related
2280-2410012-392020	18,000	1010-1419010-507200	Transfer for Township Fees
6100-498016-392020	12,500	1010-421011-507200	Sober Bus Transfer from Police Patrol
7010-501013-392020	50,000	1010-421012-507200	Transfer for Facilities Operations
7010-501013-392020	150,000	1010-431011-507200	Transfer for Facilities Operations
7010-501013-392020	150,000	1010-452014-507200	Transfer for Facilities Operations
7070-7502012-392020	350,000	1010-1410010-507200	Transfer for Salt Shed
7070-7502015-392020	27,500	1010-1421010-507200	Transfer for Public Safety Equipment Replacement
7070-7502015-392020	50,000	1010-1421011-507200	Transfer for Public Safety Equipment Replacement
7070-502011-392020	25,000	1010-421012-507200	Transfer for Capital Facilities Replacement
7070-7502015-392020	27,500	1010-1422010-507200	Transfer for Public Safety Equipment Replacement
7070-7502016-392020	264,000	1010-1422010-507200	Transfer for Public Safety Apparatus
7070-502012-392020	25,000	1010-431011-507200	Transfer for Capital Facilities Replacement
7070-7502014-392020	165,000	1010-1451011-507200	Transfer for Parks Capital Replacement
7070-7502014-392020	165,000	1010-1452011-507200	Transfer for Parks Capital Replacement
7070-7502014-392020	165,000	1010-1452012-507200	Transfer for Parks Capital Replacement
7070-502012-392020	25,000	1010-452014-507200	Transfer for Capital Facilities Replacement

City of Mankato

Leading the way...

GENERAL GOVERNMENT

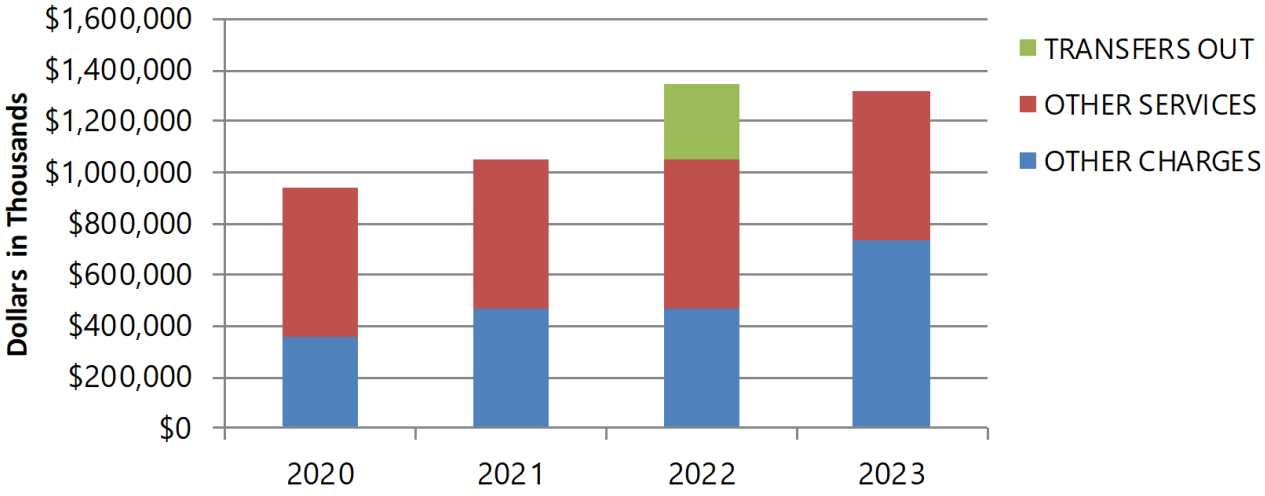
GENERAL GOVERNMENT Introduction

Within the General Fund, the General Government is responsible for the collection of the tax levy, local government aid and franchise fees. The expenditures represent various grant activity the Council has authorized. This profile will provide a detailed overview of General Government.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	0	0	1,000	1,000	0	1,000.0
FEDERAL GRANTS	997,093	0	0	0	0	0.0
INTERFUND TRANSFER	500,486	0	465,000	490,000	5	490,000.0
INVESTMENT INCOME	208,430	(171)	100,000	100,000	0	100,000.0
MISCELLANEOUS	1,784,599	169,716	1,685,000	1,685,000	0	1,685,000.0
STATE GRANTS	8,009,211	0	7,296,038	8,203,042	12	8,203,042.0
TAXES	15,102,084	78,349	14,710,750	15,729,906	7	16,817,668.0
Total	**26,601,903**	**247,895**	**24,257,788**	**26,208,948**	**8**	**27,296,710**
EXPENDITURES						
OTHER CHARGES	212,909	45,658	468,400	468,207	0	738,028.0
OTHER SERVICES	610,447	273,325	582,000	582,000	0	582,000.0
TRANSFERS OUT	2,872,548	0	0	298,000	0	0.0
Total	**3,695,904**	**318,983**	**1,050,400**	**1,348,207**	**28**	**1,320,028**
Net Income (Loss)	**22,905,999**	**(71,088)**	**23,207,388**	**24,860,741**	**25**	**25,976,682**

Expense Snapshot



City of Mankato

Leading the way...

COMMUNITY DEVELOPMENT

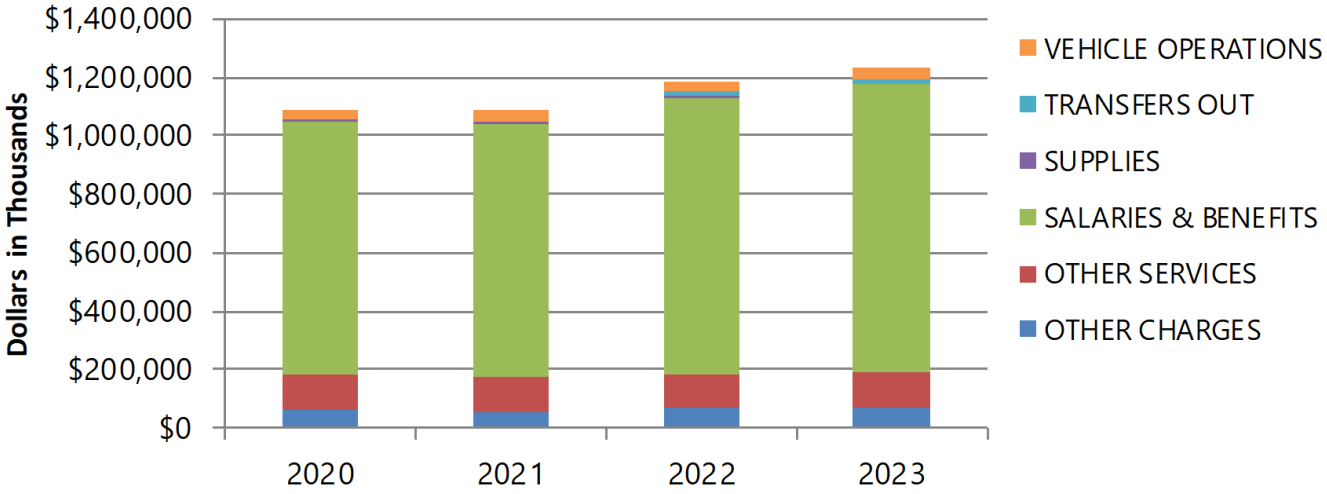
COMMUNITY DEVELOPMENT Introduction

Community Development planning and zoning and building inspections are responsible for coordinating land use and regional transportation related planning, zoning functions as required by state statutes as well as providing up-to-date procedures to ensure living conditions and places of business meet the MN State Building Code. This profile will provide a detailed overview of Planning and Zoning and Building Inspections in the General Fund. In addition, Community Development conducts economic development initiatives, and manages federal housing and homeownership programs and coordinates transit. These functions are covered in the Enterprise Fund.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	303,508	197,610	271,800	278,050	2	278,050.0
FEDERAL GRANTS	892	0	0	0	0	0.0
LICENSES & PERMITS	897,795	610,745	853,300	857,575	1	858,575.0
MISCELLANEOUS	9,391	10	1,500	1,500	0	1,500.0
Total	**1,211,586**	**808,365**	**1,126,600**	**1,137,125**	**1**	**1,138,125**
EXPENDITURES						
OTHER CHARGES	60,826	26,573	55,450	66,872	21	72,058.0
OTHER SERVICES	102,767	25,072	118,600	118,600	0	118,600.0
SALARIES & BENEFITS	826,468	395,901	869,053	945,671	9	983,869.0
SUPPLIES	1,928	2,713	3,700	3,700	0	3,700.0
TRANSFERS OUT	12,000	0	0	18,000	0	18,000.0
VEHICLE OPERATIONS	37,976	15,392	39,635	33,750	-15	33,750.0
Total	**1,041,965**	**465,652**	**1,086,438**	**1,186,593**	**9**	**1,229,977**
Net Income (Loss)	**169,621**	**342,713**	**40,162**	**(49,468)**	**(12)**	**(91,852)**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE DIR OF PLANNING	1.00	1.00	1.00	152,120	162,090	170,149
BUILDING & DEV SRVC COORD	1.00	1.00	1.00	134,870	143,089	150,212
ENVIROMENTAL SUSTANAIBILITY CO	0.15	0.15	0.15	18,202	19,287	20,244
INSPECTOR I (BUILDING)	2.00	2.00	2.00	230,276	241,939	248,976
INSPECTOR II (PLUMBING)	1.00	1.00	1.00	125,795	135,752	139,643
PLANNER	1.00	1.00	1.00	98,967	104,072	109,293
PLANNING COORDINATOR	1.00	1.00	1.00	109,088	116,818	122,728
Subtotal	**7.15**	**7.15**	**7**	**869,318**	**923,047**	**961,245**
PART-TIME						
PART-TIME	0.00	0.00	0.00	0	11,090	11,090
PT, TEMP, INTERN	0.00	0.00	0.00	23,030	10,843	10,843
Subtotal	**0.00**	**0.00**	**0**	**23,030**	**21,933**	**21,933**
FLEXIBLE STAFFING RESOURCES						
FLEXIBLE STAFFING RESOURCES	0.00	0.00	0.00	(9,967)	0	0
	0.00	0.00	0.00	(13,328)	691	691
Subtotal	**0.00**	**0.00**	**0**	**(23,295)**	**691**	**691**
Total	**7.15**	**7.15**	**7**	**869,053**	**945,671**	**983,869**

Service Objectives

Northeast Industrial Area AUAR

- Update the AUAR, and finish the update for the Greater East Mankato Infill District, with focus on sustainable best practices for future development, and including surface water management, preservation of natural areas (wetlands and woodlands), building density for transit orientated development, and coordination of improvements with other partners (e.g. Eagle Lake, ISD 77, BEC) and specific coordination with ISD 77 to identify the location of future elementary school to accommodate increased population growth on the east side of Mankato. This will require funding for consultant services and establishment of a technical advisory committee/project management team for guidance and oversight.

Southeast District Master Plan

- Complete master plan with focus on water quality initiative and the Indian Creek sub watersheds, scaled utility and public service improvements that provide for affordable and low impact sustainable development strategies, and sustainable development scenarios that will complement the water quality improvements, infrastructure improvements, and lower development costs for affordable housing options, building off the Indian Creek Redesign project completed in 2005. This will require funding for consultant services and establishment of a technical advisory committee/project management team for guidance and oversight

COMMUNITY DEVELOPMENT Performance Metrics

Service Area	Performance Indicator	Measurement
Planning	Building permit review average turnaround	TBD
Planning	Building permit revenue	TBD

City of Mankato

Leading the way...

PUBLIC SAFETY

PUBLIC SAFETY Introduction

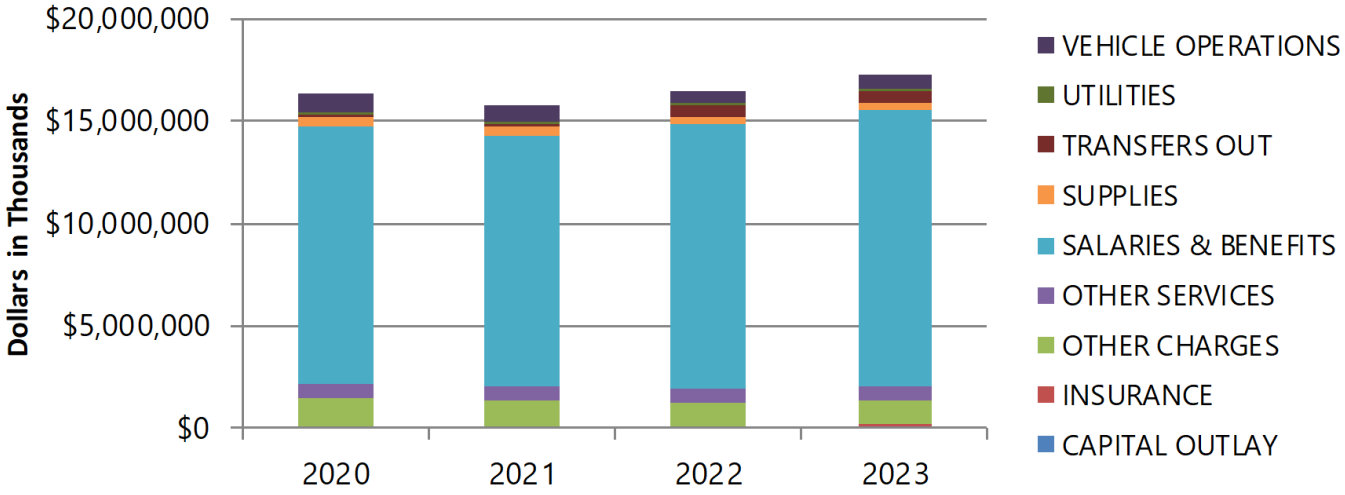
Within the General Fund, Public Safety is responsible for Public Safety Operations, Police, and Fire. This profile will provide a detailed overview of Public Safety Operations, Police, and Fire in the General Fund. The Public Safety Operations is leading the way delivering efficient and responsive public safety services for the greater good of the community and region. Police are supplemented by full-time and part-time Community Service Officers who provide response to nuisance complaints, animal control, traffic assistance, and general support to the department. Fire services provide suppression of fires that are combated by the use of full-time and volunteer personnel.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	70,989	14,296	195,500	195,500	0	195,500.0
FEDERAL GRANTS	1,500	38,854	6,000	19,000	217	19,000.0
FINES & FORFEITURES	178,765	108,269	220,000	220,000	0	220,000.0
LICENSES & PERMITS	147,495	267,468	548,200	548,200	0	548,200.0
LOCAL GRANTS	18,790	10,790	28,000	28,000	0	28,000.0
MISCELLANEOUS	370,080	84,520	402,000	377,000	-6	382,000.0
STATE GRANTS	127,047	26,696	161,000	161,000	0	161,000.0
Total	**914,666**	**550,892**	**1,560,700**	**1,548,700**	**(1)**	**1,553,700**
EXPENDITURES						
CAPITAL OUTLAY	24,632	0	1,000	1,000	0	1,000.0
INSURANCE	145,074	77,225	109,911	132,400	20	136,300.0
OTHER CHARGES	1,347,702	625,356	1,279,903	1,110,690	-13	1,175,151.5
OTHER SERVICES	534,335	411,506	677,921	727,404	7	729,054.0
SALARIES & BENEFITS	11,734,019	5,292,702	12,256,038	12,876,650	5	13,516,262.0
SUPPLIES	204,179	94,319	415,749	401,655	-3	389,355.0
TRANSFERS OUT	102,384	102,831	102,831	472,291	359	472,765.0

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
UTILITIES	109,876	57,631	107,000	120,500	13	125,000.0
VEHICLE OPERATIONS	841,229	431,662	862,152	655,902	-24	764,612.9
Total	**15,043,428**	**7,093,231**	**15,812,505**	**16,498,492**	**4**	**17,309,500**
Net Income (Loss)	**(14,128,763)**	**(6,542,340)**	**(14,251,805)**	**(14,949,792)**	**(154)**	**(15,755,800)**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
	0.00	0.00	0.00	0	5,957	5,957
ADMINISTRATIVE SECRETARY PS	1.00	0.00	0.00	107,478	0	0
ASSISTANT DIRECTOR OF OPERATIO	1.00	1.00	1.00	179,426	197,030	202,365
ASSOCIATE DIRECTOR PS RESOURCE	2.00	2.00	2.00	354,152	373,648	388,222
BUDGETED SHIFT DIFFERENTIAL	0.00	0.00	0.00	5,957	0	0
COMMUNITY SERVICE OFFICER	2.00	2.00	2.00	178,080	181,643	188,655
DEPUTY DIR OF PS	1.00	1.00	1.00	183,495	202,350	212,122
DIRECTOR OF PUBLIC SAFETY	1.00	1.00	1.00	211,424	223,214	229,140
FIRE LIEUTENANT	3.00	4.00	4.00	444,748	608,836	630,968
FIREFIGHTER	11.00	11.00	11.00	1,363,751	1,445,278	1,503,732
LAW ENFRCMT TECH SPECIALIST	1.00	0.00	0.00	54,856	0	0

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
NEIGHBORHOOD RESOURCE COORD	0.00	1.00	0.00	0	108,873	0
POLICE OFFICER	42.00	44.00	45.00	5,532,123	5,943,805	6,351,386
POLICE SERGEANT	6.00	5.00	5.00	927,441	811,832	837,596
PS ADMINISTRATIVE SPECIALIST	0.00	1.00	1.00	0	112,808	116,143
PS COMMANDER (FIRE)	3.00	2.00	2.00	484,605	346,815	363,730
PS COMMANDER - STRTGC RSPS	2.00	2.00	2.00	322,935	350,774	367,251
PS COMMANDER OPERATIONS	1.00	2.00	2.00	171,158	362,391	377,023
PT, TEMP, INTERN	0.00	0.00	0.00	23,830	0	0
RECORDS CLERK	3.00	3.00	3.00	264,936	278,263	288,393
RECORDS CLERK (PROPERTY EVID)	1.00	1.00	1.00	93,390	98,099	101,070
RECORDS SUPERVISOR	1.00	1.00	1.00	127,065	133,659	137,485
Subtotal	**82.00**	**84.00**	**84**	**11,030,850**	**11,785,275**	**12,301,238**
PART-TIME						
COMMUNITY SERVICE OFFICER	7.30	5.11	5.11	129,099	140,577	147,578
FIREFIGHTER PT	9.00	1.00	0.00	106,041	103,499	0
HEAVY EQUIPMENT TECH A	0.50	0.50	0.50	12,826	12,826	12,826
LAW ENFRCMT TECH SPECIALIST	0.00	0.75	0.75	0	58,653	60,846
PART TIME POLICE OFFICER	1.21	1.00	1.00	43,578	40,040	40,040
Subtotal	**18.01**	**8.36**	**7**	**291,544**	**355,595**	**261,290**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(53,763)	0	0
	0.00	0.00	0.00	469,119	650,823	650,823
BUDGETED COMP PAYOFF	0.00	0.00	0.00	62,116	0	0
BUDGETED FLSA PAYOFF	0.00	0.00	0.00	10,030	0	0
BUDGETED OFF DUTY OT	0.00	0.00	0.00	116,767	0	0
PAID ON CALL FIREFIGHTER	0.00	0.00	0.00	307,883	313,509	313,509
PARK RANGER	0.00	0.00	0.00	4,329	3,952	3,952
POLICE RSRV OFFICER	0.00	0.00	0.00	17,163	17,496	17,496
Roughly 2 unfilled positions.	0.00	0.00	0.00	0	(250,000)	(250,000)
Subtotal	**0.00**	**0.00**	**0**	**933,644**	**735,780**	**735,780**
Total	**100.01**	**92.36**	**91**	**12,256,038**	**12,876,650**	**13,298,308**

Service Objectives

Training Plan

Create a formal training plan for Police and Fire that focuses on optimizing resources, building each member to his/her full capacity, and creating a resilient emergency response system that builds on a team approach, involves key community partners, and instills strong working relationships between all responders so that the best outcomes can be achieved.

POLICE

Community Policing Policy

- Draft a clear, comprehensive community policing policy that includes clarity of intent, specifies different areas of focus and operational/organizational nuances, identifies any practices specific to equity for specific demographics and includes community outreach, partnership, and engagement strategy to reinforce education and expand understanding of the philosophy. This will require integrating a community outreach and engagement effort, and clarifying the purpose of the various methods used and the desired outcomes.

Training and Response Policy (CIT and Mental/Behavioral Health Response)

- Create a clear training and response policy with regard to mental health and behavior disorder intervention, including de-escalation techniques, and review and implement a proactive partnership-oriented response model to address vulnerable populations and crisis intervention response (e.g. Olathe, KS or San Antonio, TX models). This requires proper funding and scheduling to provide necessary state-mandated training for CIT, de-escalation and implicit bias, and other training.

Emergency Management

- Continue to expand emergency management focus to include coordination of resources through coordinated drills and continuity of operations training, expansion of partnerships including the CERT program and assistance with community events.

FIRE

Clarify Current Staffing Model and Provide Community Outreach

- Create a clear education piece that outlines the current staffing model, goals, desired outcomes, that can be used in community outreach and engagement to include recruiting additional part-time and volunteer forces, reassure the community about response models, and assist with clarity with our partners about the City priority of Fire planning and response. This should include internal engagement to reassure personnel of their value and focus improvement efforts around bolstering the current model through optimizing deployment of volunteers who also work as full-time employees in non-public safety departments.

Clarify and Reinforce Community-based EMS Response Model

- Work closely with community EMS response partners (Gold Cross, Mayo Clinic Health Systems, BEC 311-Dispatch) to review data, establish joint metrics, review current response and deployment models and existing resources to optimize the right equipment and personnel being deployed based on dispatch modern dispatch triage and medical response protocols. In addition look at opportunities to reinforce partnerships through public outreach, education, engagement, training, and co-location whenever possible.

Improve Fire Prevention Focus

- Increase focus on fire prevention and education by deploying a fire management officer ("fire marshal") that will lead public safety and other relevant city and partner personnel

in shortening the current inspection cycle, building community relationships, conducting pre-incident plans, and deploying the concepts of High Performing Organizations by seeking unique opportunities to improve fire prevention throughout the community.

Training to Optimize Full-time/Part-time/Volunteers

- Continue to focus on providing the highest level of training possible for all eligible volunteer members and other identified personnel that can bolster emergency response in fire, medical, and emergency situations, including pumper training, emergency training, and other specialties that will maximize resources. This will require consistent and accurate documentation and ongoing re-training so that certifications and experience are maintained.

PUBLIC SAFETY Performance Metrics

Service Area	Performance Indicator	Measurement
Public Safety	Clearance Rate	TBD
Public Safety	Use of Force Complaints	TBD
Public Safety	Workplace lost hours	TBD
Public safety	Rate of success of onboarding POC firefighter recruits	TBD
Public Safety	NFPA standards	TBD
Public safety	Rental Inspections	TBD

City of Mankato

Leading the way...

PUBLIC WORKS

PUBLIC WORKS Introduction

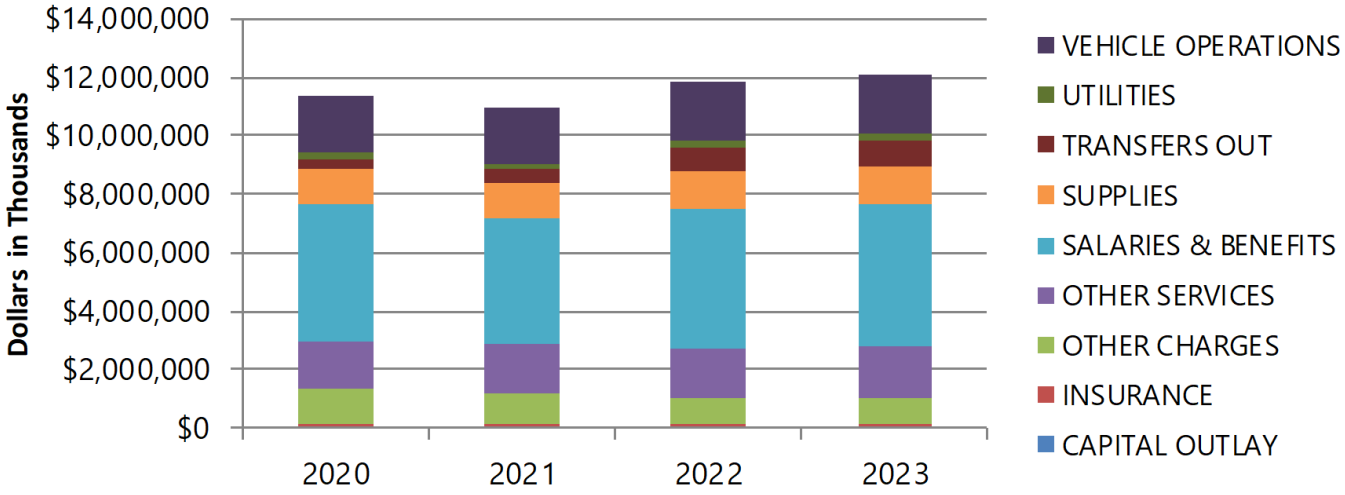
Within the General Fund, Public Works is responsible for Streets, Engineering, and Parks and Natural Resources. This profile will provide a detailed overview of Public Works in the General Fund. Streets operates and maintains all above and below ground assets contained within the city's public rights-of-ways, airport, and parks. The Engineering Division coordinates and/or provides professional level design, contract administration, and construction management services on municipal public works projects. Parks and Natural Resources operates and maintains all above and below ground assets contained within the city's public parks, airport, and rights-of-ways.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	1,217,871	318,728	1,082,500	1,082,500	0	1,082,500.0
INTERFUND TRANSFER	368,123	310,684	500,000	500,000	0	500,000.0
LICENSES & PERMITS	43,921	11,827	35,600	35,600	0	35,600.0
LOCAL GRANTS	91,579	0	88,000	88,000	0	88,000.0
MISCELLANEOUS	77,112	35,982	61,000	61,000	0	61,000.0
RENTAL INCOME	7,458	3,804	17,000	17,000	0	17,000.0
STATE GRANTS	221,976	221,976	231,976	231,976	0	231,976.0
Total	**2,028,040**	**903,000**	**2,016,076**	**2,016,076**	**0**	**2,016,076**
EXPENDITURES						
CAPITAL OUTLAY	437,055	0	15,000	15,000	0	15,000.0
INSURANCE	72,085	46,994	84,500	94,400	12	96,650.0
OTHER CHARGES	999,033	455,639	1,124,365	883,438	-21	928,334.0
OTHER SERVICES	1,288,347	308,890	1,619,414	1,706,109	5	1,724,408.7
SALARIES & BENEFITS	4,467,179	1,976,302	4,316,751	4,789,519	11	4,888,231.0
SUPPLIES	996,223	397,887	1,211,700	1,271,600	5	1,293,700.0
TRANSFERS OUT	357,442	307,665	457,665	827,895	81	883,132.0

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
UTILITIES	226,507	89,481	224,500	249,500	11	252,000.0
VEHICLE OPERATIONS	1,903,958	885,112	1,926,550	2,011,520	4	2,034,270.9
Total	**10,747,828**	**4,467,970**	**10,980,445**	**11,848,981**	**8**	**12,115,727**
Net Income (Loss)	**(8,719,788)**	**(3,564,969)**	**(8,964,369)**	**(9,832,905)**	**(108)**	**(10,099,651)**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSISTANT CITY ENGINEER	1.00	1.00	1.00	162,310	171,283	178,830
ASSOCIATE CIVIL ENGINEER	1.00	1.50	1.50	105,848	163,942	172,085
BUDGETED SALARY CONTINGENCY	1.00	0.00	0.00	8,636	0	0
DIRECTOR OF PUBLIC WORKS	0.35	0.35	0.35	69,613	73,314	76,051
ENGINEERING TECHNICIAN	5.00	5.00	5.00	473,800	525,997	543,611
FACILITIES TECH (BLDG)	1.00	1.00	0.00	82,868	43,076	0
MAINTENANCE REPAIRPERSON (CC)	0.00	0.50	0.50	0	48,064	48,979
NATURAL RESOURCES SPECIALIST	1.00	1.00	1.00	113,579	119,991	126,200
OPEN SPACES TECHNICIAN A	7.00	0.00	0.00	733,092	0	0
OPERATIONS SUPERINTENDENT	0.00	1.00	1.00	0	163,106	171,328
OPERATIONS SUPERVISOR	0.00	0.50	0.50	0	57,421	60,334

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
PARKS SUPERVISOR (GROUNDS)	1.00	1.00	1.00	127,456	132,880	136,698
PW OPERATIONS TECHNICIAN A (P)	0.00	7.00	7.00	0	764,282	786,730
PW OPERATIONS TECHNICIAN A (S)	0.00	9.00	9.00	0	969,996	1,004,478
PW PROJECT COORDINATOR	1.00	1.00	1.00	134,410	142,725	146,789
SR. ENGINEERING TECHNICIAN	3.00	3.00	3.00	346,102	364,234	374,819
STREETS SUPERINTENDENT	1.00	0.00	0.00	151,497	0	0
STREETS SUPERVISOR	1.00	1.00	1.00	133,822	140,627	144,636
STREETS TECHNICIAN A	9.00	0.00	0.00	950,884	0	0
STREETS TECHNICIAN B	2.00	2.00	2.00	224,542	235,276	241,958
Subtotal	**35.35**	**35.85**	**35**	**3,818,459**	**4,116,214**	**4,213,526**
PART-TIME						
PW OPERATIONS TECHNICIAN A (S)	0.00	0.73	0.73	0	56,399	57,801
STREETS TECHNICIAN A	0.73	0.00	0.00	55,030	0	0
Subtotal	**0.73**	**0.73**	**1**	**55,030**	**56,399**	**57,801**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(67,461)	0	0
	0.00	0.00	0.00	131,292	131,292	131,292
GENERAL PARKS/FSTRY WORKER	0.00	0.00	0.00	291,308	398,572	398,572
MAINTENANCE WORKER -STREETS	0.00	0.00	0.00	51,695	51,694	51,694
OPEN SPACES TECHNICIAN A	0.00	0.00	0.00	382	0	0
PW OPERATIONS TECHNICIAN A (S)	0.00	0.00	0.00	0	413	411
SEASONAL EMPLOYEES	0.00	0.00	0.00	36,046	34,935	34,935
Subtotal	**0.00**	**0.00**	**0**	**443,262**	**616,906**	**616,904**
Total	**36.08**	**36.58**	**36**	**4,316,751**	**4,789,519**	**4,888,231**

Service Objectives

ENGINEERING

Community Engagement for Capital Projects, Pavement Management and Street Lighting

- Improve engagement methods to all community members as well as specifically affected property owners to build consensus on purpose, value, and impact of projects, using methods like facilitated public meetings, “meeting people where they are,” creation of self-service options for project-specific information, and interaction at various project development and implementation stages.
- Build comprehensive understanding of pavement management and street maintenance by developing prioritization guides and maintenance policies that inform and engage the public about various street related construction activities, including roadway classification, project phasing, life-cycle cost impacts of program, and education prior to and during projects.
- Create community information pieces and engagement process to assure clarity about

lighting infill requirements and related process for requests to light specific areas of the City is understandable and accessible to residents.

Drainage

- Increase focus on maintenance and improvement of drainage facilities through resident engagement, adoption of a surface water management policy, development of sustainable city and external funding sources, and enhanced outreach to generate private improvements.

Maintain and improve roadway traffic level of service

- Provide an acceptable level of service, by maintaining traffic flow at a prescribed level through proper utilization of intersection control and roadway geometry, development of periodic route evaluation schedules, asset inventory data, traffic control improvements balanced with other roadway maintenance, finalizing integration of traffic signals and engagement on capacity in the preliminary design of reconstruction to determine desired level of service in line with cost tolerance.

Maximize Right-of-Way utilization for multimodal transportation

- Balance the use of right-of-way for various modes of transportation and work to de-conflict incompatible uses through implementation of Complete Streets Plan, evaluation of non-motorized facilities during preliminary design, development of appropriate traffic control measures, integration with transit plans, and increased public engagement.

Pedestrian Way Finding Signage

- Implement the Way Finding Plan items related to pedestrian and vehicular signage by engaging the community to approve design and implementation of final phases of sign installation for pedestrian signage and primary and develop language, build consensus on primary and secondary arrival points, and implement final phases of vehicular signage.

Park Rules Signage

- Identify sign mounting system, order, design and fabricate signs for final installation.

Street Lighting Policy

- Assure proper lighting for safety by reviewing and modifying the existing policy to incorporate current lighting standards, establishing lighting infill requirements, developing maintenance schedule, collecting current lighting assets in Cartegraph, and updating the street light rate analysis.

Comprehensive Right of Way management

- Continue to carefully manage non-public activities to protect the public's investment in improvement within City right-of-way, through development of permitting in Tyler Munis including implementation of a citizen self-service module, streamlining of staff process to improve customer satisfaction, and creation of additional permits as needed.

PARKS

Emerald Ash Borer (EAB) Plan

- Implement an EAB plan to ready the City to take action and respond if detected, by finalizing the draft EAB Management Plan and updating for new best practices, including cost estimates for options to mitigate or prevent an infestation, and timelines and guidelines for each option with updates if an option is deployed.

Tree trimming in parks

- Increase the frequency of inspection and trimming of park trees to minimize risk, reduce operational costs for mowing apparatus processes that are slowed by low hanging branches, creating a 5-year trimming cycle to be accomplished in summer and winter months to maximize use of existing staff, and prioritizing over other less important tasks.

Park shelter usage

- Increase park shelter usage by improving public outreach and education about available amenities through evaluation, grading, and inventory of shelters, creating a plan for routine maintenance and replacement, equipping shelters with power at a rate of one per year, and adding powered shelters to the rental reservation system as completed.

STREETS

Street maintenance

- Prolong the value of city investment by performing street maintenance aimed at maximizing and extending the surface life, creating a routine street sweeping schedule to increase cleanliness and clear debris that deteriorates the surface, creating a 5-year chip sealing plan and associated crack sealing operation, timely patching streets, and fixing broken curb pieces.

Traffic signal maintenance

- Improve traffic navigation thought the city by properly timing and maintaining street signals, including painting poles, replacing lights, and repairing/replacing cones and backing plates, testing push buttons and updating all signal signs.

Snow removal

- Maintain efficient snow removal processes, through consistent weather monitoring, pretreatment, deploying appropriate resources to streets, trails, and the central garage, approaching snow removal as a cross-departmental team, and evaluating snow plow routes as the city grows.

INFRASTRUCTURE DIVISION

Water Conservation, Inflow and Infiltration

- Continue to systematically reduce Inflow and Infiltration (I&I) into sanitary sewer collection system through flow monitoring and studies, manhole sealing, pipe lining and replacement, record accuracy, and pre/post-rain event inspections of system, including sump pump, manhole, piping, by visual and TV inspection methods.

- Reduce water loss in the domestic water distribution system through leak monitoring with updated technology, proper record keeping, review of trends, regular distribution system operation and maintenance procedures, and purchasing data loggers to record continuous pressure readings.

PUBLIC WORKS Performance Metrics

Service Area	Performance Indicator	Measurement
All	Resolve 80% of CSR's within 72 hours	TBD
WRRF	Maintain a maximum treatment capacity of 22 MGD	TBD
WRRF	Reduce inflow and infiltration (I&I)	TBD
Water	Maintain a maximum treatment capacity of 12 MGD	TBD
Water	Reduce unaccounted water loss (% of total flow lost)	TBD
Infrastructure	Reduce unplanned water outages (time and number)	TBD
Infrastructure	Reduce sanitary sewer backups and overflows	TBD
Garage	Reduce percentage of total tasks that are unscheduled	TBD
Garage	Reduce emergency call outs	TBD
Streets	Average % of streets & trails cleared after 8 hours	TBD
Parks	% of playground inspections passed	TBD
Parks	% of landscape beds complete	TBD
Airport	Runway & Terminal cleared on time %	TBD
Engineering	Average % variance between engineering estimate vs bid	TBD
Engineering	% of projects where staff costs & outside services were less than 10% of construction costs	TBD
Environmental Services	Reduce the # of compliance check failures (Stormwater)	TBD
Environmental Services	Number of Ash trees removed (goal is 200/year)	TBD



SPECIAL REVENUE FUNDS (2000)

SPECIAL REVENUE FUNDS (2000) Overview

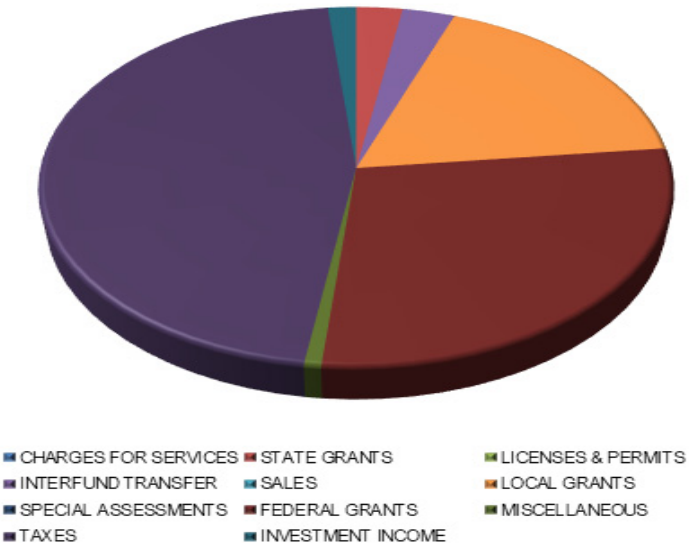
Special Revenue Funds are a series of sub funds that are required to be maintained as separate and independent funds within the budget. For budget presentation purposes the Special Revenue Funds are classified into two groups, partnerships, and grants and special uses. The partnership sub funds are intergovernmental sources of revenue held in trust under agreement with other governmental agencies. Grants and special use sub funds typically involve the project management of grants, or donation funds, and cannot be commingled with other reserves or expenses. Each has a unique intergovernmental revenue source or grant agreement specifying independent cost accounting.

In 2022, revenues are projected at $1,249,660 and expenditures are estimated at $1,205,942. In 2023, revenues are projected at 1,254,660 and expenditures are estimated at 1,219,459.

Combined Fund Budget

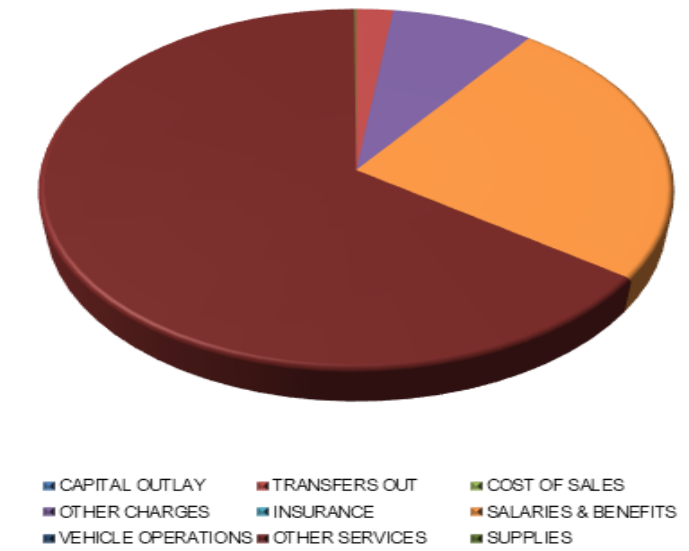
	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
FEDERAL GRANTS	299,645	36,251	335,703	354,628	6	354,628.0
INTERFUND TRANSFER	40,000	6,000	10,000	37,000	270	42,000.0
INVESTMENT INCOME	113,276	310	20,000	20,000	0	20,000.0
LOCAL GRANTS	178,928	111,257	198,006	220,334	11	220,334.0
MISCELLANEOUS	21,500	1,500	10,000	10,000	0	10,000.0
STATE GRANTS	110,208	8,175	85,278	32,698	-62	32,698.0
TAXES	315,824	170,813	558,600	575,000	3	575,000.0
Total	**1,079,381**	**334,306**	**1,217,587**	**1,249,660**	**2.6**	**1,254,660**
EXPENDITURES						
CAPITAL OUTLAY	33,430	0	0	0	0	0.0
OTHER CHARGES	6,929	8,163	97,580	97,444	0	97,472.0
OTHER SERVICES	663,999	203,072	926,851	785,700	-15	785,700.0
SALARIES & BENEFITS	207,343	102,878	285,860	296,298	4	309,787.0
SUPPLIES	5,000	0	6,300	1,500	-76	1,500.0
TRANSFERS OUT	15,800	0	30,000	25,000	-17	25,000.0
Total	**932,501**	**314,113**	**1,346,591**	**1,205,942**	**(10.4)**	**1,219,459**
Net Income (Loss)	**146,881**	**20,193**	**(129,004)**	**43,718**	**332.8**	**35,201**

2022 Combined Fund Budget Revenues



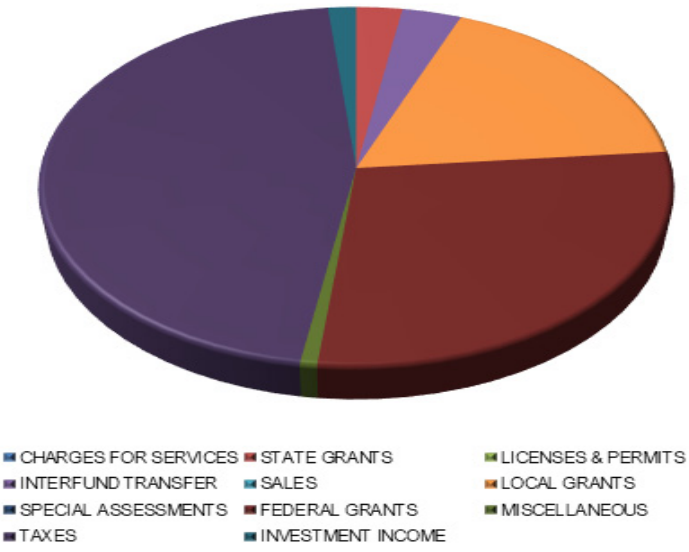
FEDERAL GRANTS	$354,628
INTERFUND TRANSFER	$37,000
INVESTMENT INCOME	$20,000
LOCAL GRANTS	$220,334
MISCELLANEOUS	$10,000
STATE GRANTS	$32,698
TAXES	$575,000
Total	**$1,249,660**

2022 Combined Fund Budget Expenditures



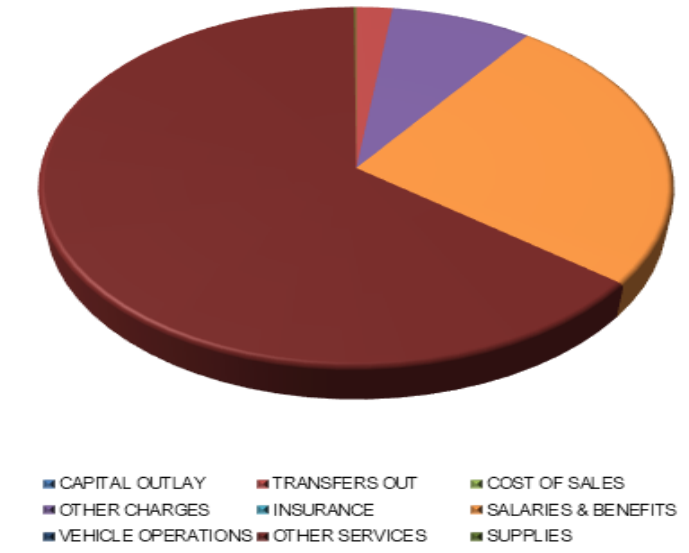
OTHER CHARGES	$97,444
OTHER SERVICES	$785,700
SALARIES & BENEFITS	$296,298
SUPPLIES	$1,500
TRANSFERS OUT	$25,000
Total	**$1,205,942**

2023 Combined Fund Budget Revenues



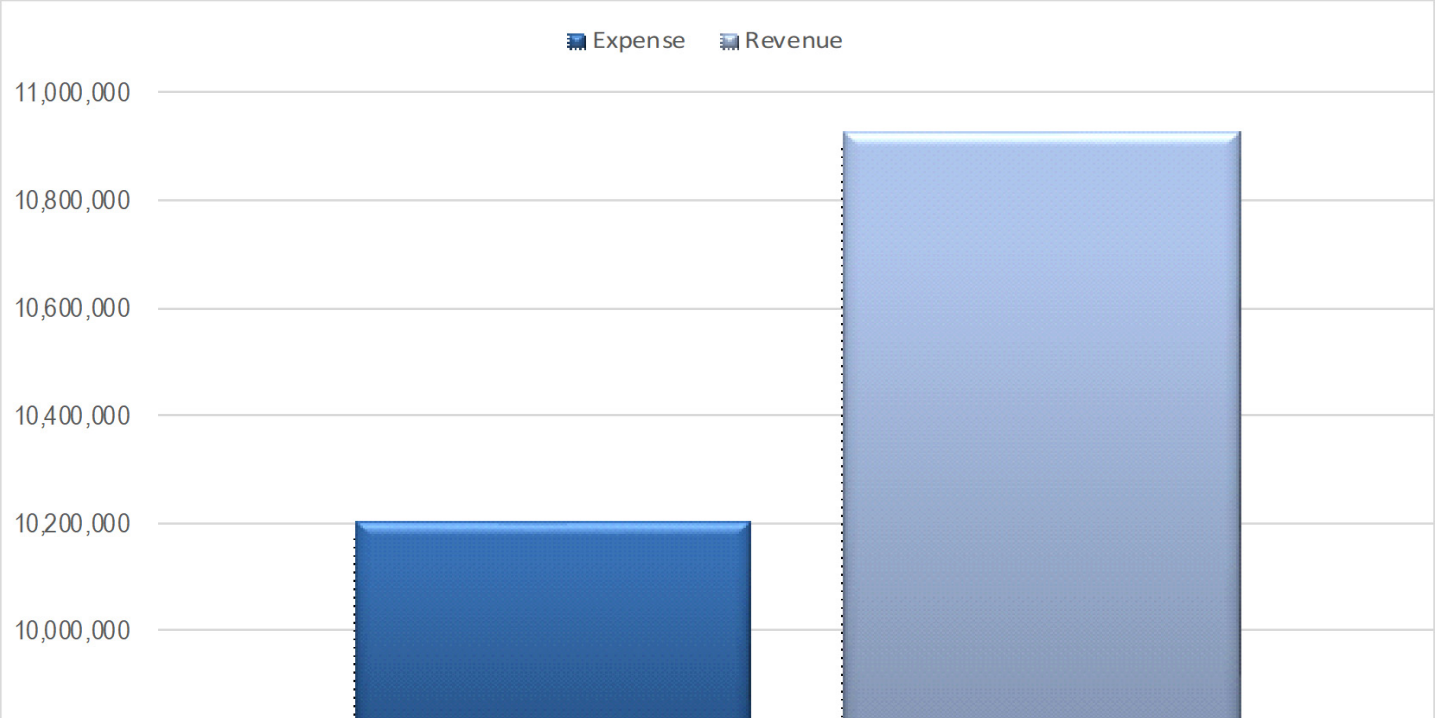
FEDERAL GRANTS	$354,628
INTERFUND TRANSFER	$42,000
INVESTMENT INCOME	$20,000
LOCAL GRANTS	$220,334
MISCELLANEOUS	$10,000
STATE GRANTS	$32,698
TAXES	$575,000
Total	**$1,254,660**

2023 Combined Fund Budget Expenditures

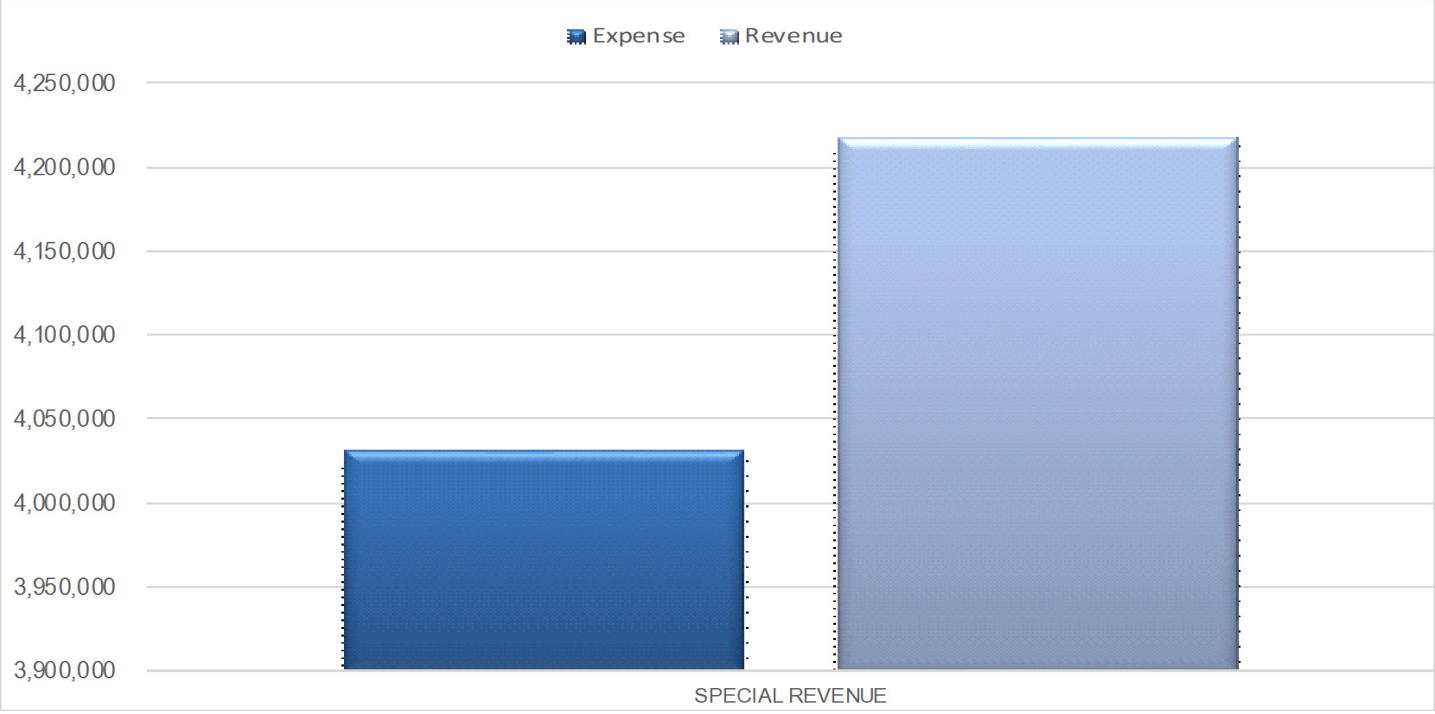


OTHER CHARGES	$97,472
OTHER SERVICES	$785,700
SALARIES & BENEFITS	$309,787
SUPPLIES	$1,500
TRANSFERS OUT	$25,000
Total	**$1,219,459**

2022 Revenue vs. Expense by Service Area



2023 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
SPECIAL REVENUE FUNDS							
SPECIAL REVENUE							
HIGHWAY # 14 PARTNERSHIP	65,000	60,000	65,000	60,000	0.0	0.0	5,000
MN VALLEY COG	138,700	128,813	143,700	134,519	3.6	4.4	9,181
GAMBLING TAX	75,000	75,000	75,000	75,000	0.0	0.0	0
LODGING TAX	500,000	500,000	500,000	500,000	0.0	0.0	0
PUBLIC SAFETY GRANT & EQUIPMEN	4,000	0	4,000	0	0.0	0.0	4,000
COMMUNITY SIGNAGE PROGRAM	500	0	500	0	0.0	0.0	500
PARKS GRANTS	5,000	0	5,000	0	0.0	0.0	5,000
METROPOLITAN PLANNING ORG	451,460	432,129	451,460	439,940	0.0	1.8	11,520
COMMUNITYINVESTMENT	10,000	10,000	10,000	10,000	0.0	0.0	0
Subtotal	**1,249,660**	**1,205,942**	**1,254,660**	**1,219,459**	**0.4**	**1.1**	**35,201**
Total	**1,249,660**	**1,205,942**	**1,254,660**	**1,219,459**	**0.4**	**1.1**	**35,201**

Personnel by Service Area

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
SPECIAL REVENUE FUNDS						
SPECIAL REVENUE						
Full-Time	2.40	2.39	2.39	280,367	285,533	299,022
Part-Time	0.00	0.00	0.00	0	10,765	10,765
Subtotal	**2.40**	**2.39**	**2**	**280,367**	**296,298**	**309,787**
Total	**2.40**	**2.39**	**2**	**280,367**	**296,298**	**309,787**

CIP Fund Overview

Project Name	Project Year	Project Costs
PUBLIC SAFETY FIRE EQUIPMENT		
2022		
Ladder Truck	2022	700,000
Subtotal		**700,000**
Total		**700,000**

Transfer Crosswalk

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
2270 - Highway 14 Partnership Fund			
2270-410011-392020	10,000	7020-505010-507200	Highway 14 Partnership Membership
2280 - MN Valley COG			
2280-2410012-392020	18,000	1010-1419010-507200	Transfer for Township Fees
2370 - Lodging Tax Fund			
1010-410010-392020	25,000	2370-410016-507200	Transfer for Lodging Tax



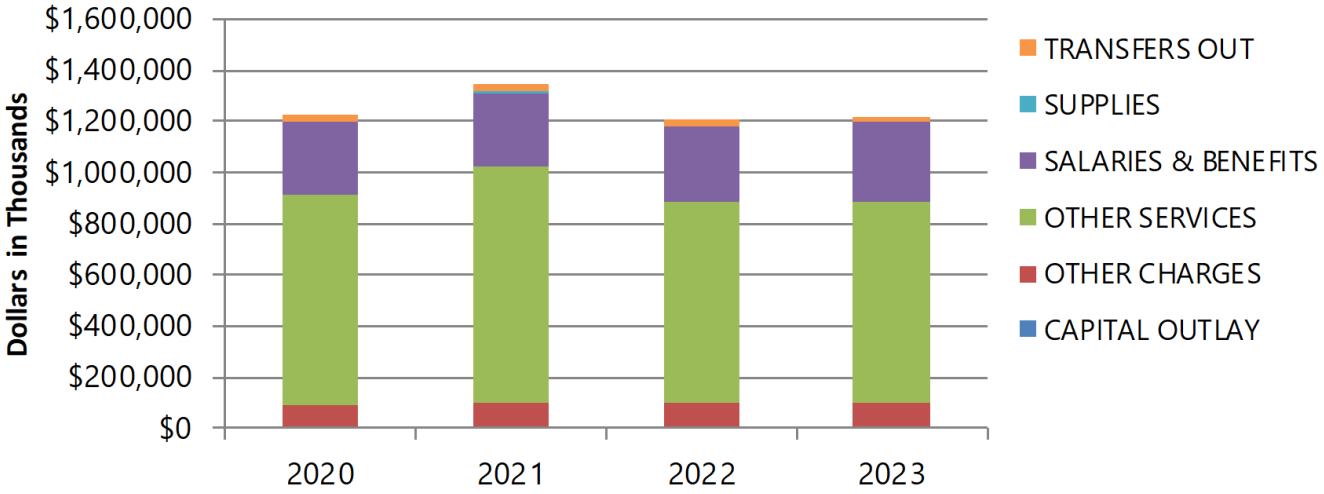
SPECIAL REVENUE

SPECIAL REVENUE Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
FEDERAL GRANTS	299,645	36,251	335,703	354,628	6	354,628.0
INTERFUND TRANSFER	40,000	6,000	10,000	37,000	270	42,000.0
INVESTMENT INCOME	113,276	310	20,000	20,000	0	20,000.0
LOCAL GRANTS	178,928	111,257	198,006	220,334	11	220,334.0
MISCELLANEOUS	21,500	1,500	10,000	10,000	0	10,000.0
STATE GRANTS	110,208	8,175	85,278	32,698	-62	32,698.0
TAXES	315,824	170,813	558,600	575,000	3	575,000.0
Total	**1,079,381**	**334,306**	**1,217,587**	**1,249,660**	**3**	**1,254,660**
EXPENDITURES						
CAPITAL OUTLAY	33,430	0	0	0	0	0.0
OTHER CHARGES	6,929	8,163	97,580	97,444	0	97,472.0
OTHER SERVICES	663,999	203,072	926,851	785,700	-15	785,700.0
SALARIES & BENEFITS	207,343	102,878	285,860	296,298	4	309,787.0
SUPPLIES	5,000	0	6,300	1,500	-76	1,500.0
TRANSFERS OUT	15,800	0	30,000	25,000	-17	25,000.0
Total	**932,501**	**314,113**	**1,346,591**	**1,205,942**	**(10)**	**1,219,459**
Net Income (Loss)	**146,881**	**20,193**	**(129,004)**	**43,718**	**333**	**35,201**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE DIR OF TRANSPORTATIO	0.00	0.17	0.17	0	25,200	26,529
DIRECTOR OF COMMUNITY DEVLPMNT	0.40	0.17	0.17	81,840	34,178	35,102
DIRECTOR OF HUMAN RESOURCES	0.00	0.05	0.05	0	8,555	9,009
MVCOG PROGRAM ADMINISTRATOR	1.00	1.00	1.00	92,160	105,164	110,388
TRANSPORTATION PLANNER	1.00	1.00	1.00	106,367	112,436	117,994
Subtotal	**2.40**	**2.39**	**2**	**280,367**	**285,533**	**299,022**
PART-TIME						
	0.00	0.00	0.00	0	10,765	10,765
PT, TEMP, INTERN	0.00	0.00	0.00	10,765	0	0
Subtotal	**0.00**	**0.00**	**0**	**10,765**	**10,765**	**10,765**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(5,272)	0	0
Subtotal	**0.00**	**0.00**	**0**	**(5,272)**	**0**	**0**
Total	**2.40**	**2.39**	**2**	**285,860**	**296,298**	**309,787**



ENTERPRISE FUNDS (6000)

ENTERPRISE FUNDS (6000) Overview

The city's enterprise funds are used to organize budgeting (planning budgetary basis) and accounting (what actually occurred by Generally Accepted Accounting Principles (GAAP) basis). They are accounted for at year end on the GAAP basis of proprietary funds, which distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operations. Enterprise funds are presented in two distinguished groups: major and minor public utilities funds and other enterprise funds including civic center, mass transit, airport, housing and economic development.

The principal operating revenues for the city's enterprise funds are charges for customer services, dedicated (restricted) tax revenue and grant/entitlement funding including:

Civic center – Event and rental charges, food and beverage tax and sales tax.

Economic Development Authority (EDA) – EDA levy, state and federal grants, property lease and sale revenue.

Housing – Federal and state grant and entitlement funds.

Transit – Federal and state grant funding, partner cost shares and service charges.

Major utilities (water and sewer) – Charges for service, customer community cost share, grant funding when awarded.

Minor utilities (refuse, stormwater drainage and streetlight) – User fees and surcharges.

Airport – Federal and state funding, service charges and lease revenues and sales tax for capital match as appropriate.

Parking – Lease revenue and assessments.

Operating expenses for enterprise funds and internal service funds include cost of services, administrative expenses and depreciation transfers to build capital reserves that maintain and replace assets. Capital investment expenses are reported in the capital fund and funded by depreciation accounts or other available sources dedicated to the project. The following are major revenue and expenditure changes related to the enterprise funds:

Civic center operations fund: Civic center operational budgets are balanced primarily due to the use of the food, beverage and entertainment tax. Currently, the city is collecting one-half percent of the full one percent authorization. Although staff are projecting an increase in the number of total events in 2022, as compared to 2021. Staff are proposing a total event revenue

stream of 80%, with the remaining 20% being allocating via the eligible revenue recovery use of American Rescue Plan dollars. Staff believe that this strategy will allow operations to ramp-up in a more realistic manner and allow for any potential activity drops related to the COVID-19 pandemic.

It's recommended that several major roof projects be funded: ice plant replacement, arena lobby roof replacement, and arena audio equipment replacement. There are several other smaller projects outlined in the capital improvement section of document for 2022.

All Seasons Arena Operations Fund: The City of Mankato took over the Fiscal Host role for All Seasons Arena starting on January 1, 2021. The All Seasons Arena board recently approved an 18 month budget to help get them aligned with our fiscal year ending December 31st versus there previous year ending June 30th.

Economic development/public housing: The 2022 EDA levy is proposed at $365,000 an increase of $0. The economic development levy recently was increased by $90,000 in 2020 and $50,000 in 2021.

The Housing Choice Voucher programs are still subject to receiving only a prorated portion of our administrative fee. Most recently this has been at 80% and the reduction has been in place since at least 2013. Stagnant revenues from Housing and Urban Development (HUD) coupled with rising costs poses issues with housing program budgets. The process to convert the revenue source for Public Housing is underway and an additional 134 new Housing Choice vouchers being leased are anticipated to address the budget issues. The 2022 and 2023 budget reflects revenue for current leases of the EDA buildings located on Industrial Road, Premier Drive and Stadium Road. Buildings are fully leased with the exception of Stadium Road."

Mass transit fund: The property tax levy for mass transit is $165,000. The budget incorporates the expanded service contract with Minnesota State University, Mankato (MSU, Mankato) and the revenue associated with route realignments. Revenue is expected to remain consistent with a slight change due to route adjustments.

Major and minor public utilities: The city's utilities are divided into major and minor operations. Major operations are significant and include essential services that provide clean drinking water and protect the environment through proper reclamation of wastewater that is treated and released. These funds collectively total $27.1 million of expenditures in 2022 and $27.2 million in 2023. While generating collectively $29.5 million in revenue in 2022 and $29.46 million in 2023. Water and wastewater systems represent the most capital and maintenance intensive operations in the city and often rely on financing to pay for significant capital projects. A series of fixed cost of service increases are proposed for water and wastewater funds as well as rate increases for wastewater to build industry standard reserves to one year of debt service and three months of operating cash. In addition, increases will provide a reasonable level of ongoing

annual maintenance and capital repair to maximize the useful life of equipment and facilities while reducing life-cycle cost of utilities.

A forthcoming policy decision is necessary regarding appropriate reserve levels and continuing ongoing rate adjustments to sustain ongoing operations, maintenance, and capital replacement as well as build and maintain necessary reserves.

Minor utilities are for dedicated service charges that fund smaller yet still critical operations that have less direct operational impact and smaller but significant capital outlay. They are funded through dedicated service charges and not general taxes. Service charges assure proper and safe collection of garbage and recycling, maintenance and expansion of stormwater drainage system and safe lighting of area streets. A series of rate increases for stormwater are proposed to absorb increases to implement surface water management plan, conduct annual maintenance and construct capacity expansion projects proposed to address erosion and reduce flooding.

Water: The most significant source of revenue available to operate the water fund is the monthly unit charge for service applied to the amount of gallons used by the customer. Based on this, 2022 includes $8.05 million in revenue and approximately 0.5% more due to usage increase in 2023 which generates an additional $40,000. The 2022 and 2023 year fixed cost increases are necessary to fund ongoing capital repair and improvements, increasing operational costs to meet regulatory requirements and implementation of industry standard reserve levels (accumulated and reserved fund balance) to meet bonding requirements and assure service continuity.

The 2022 budget includes $1,053,000 of capital improvements and $440,750 of projects to occur in 2023. 2022 includes $435,000 for lining 1,050 of water main, $400,000 for cleaning Well 15 Laterals, and $20,000 to install a backup generator at the Balcerzak water tower among others. In 2023, there is $190,000 for overcoating the Madison Tower, $60,000 for the WHF HVAC replacement, and a softener rehab for $20,000 among others.

Wastewater: The most significant source of revenue to operate the wastewater fund is the monthly unit charge for service applied to the amount of gallons used by customer. 2022 includes $7.275 million of unit charge revenue based on no increase from 2021. 2023 includes $7.529 million of unit charge revenue with the increase based on growth. This results in a projected decrease in 2022 of $145k and then an increase of $254k in 2023. Finally, revenue from fixed cost of service charge is proposed to increase by 3% and is projected to generate an additional $45k annually in 2022 and $46k in 2023. The proposed increases are being recommended to fund ongoing capital repair and improvements, increase operational costs to meet regulatory requirements and future adoption and implementation of industry standard reserve levels (accumulated and reserved fund balance) to meet bonding requirements and assure continuous operations

The budget also includes revenue from customer community charges of approximately $1,653,000 in 2022 and $1,721,000 in 2023 for plant operating and capital expenses charged to customer communities per agreement. This will result in approximately $95,000 in increased revenue in 2022 and $68,000 in 2023 respectively.

Stormwater drainage: The stormwater fund has a proposed 2.75% rate increase for 2022 and 2023 which should produce an additional $82,000/year in revenue. Revenue is also expected to increase slightly based on growth.

Streetlight: The streetlight fund does not project any fee changes or significant budget adjustments. Revenue is expected to increase slightly based on community growth. The current demand for additional street lights can only be met through petitioning because the cost to expand and augment the current system cannot be absorbed within the existing rate structure. However, it should be noted that streetlight replacement with the current funds generated is able to replace approximately 30 light poles on an average year, which has significantly increased the overall condition of city owned poles.

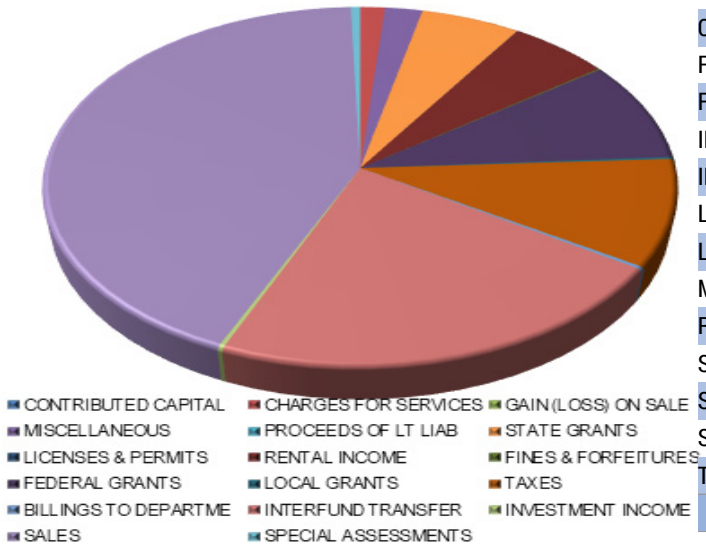
Airport fund: The airport fund remains stable in terms of operational spending. Airport operations are funded primarily from hangar leases, agricultural land rents, fuel sales and Federal Aviation Administration support. The fund identifies reoccurring capital improvement projects that are part of the state of Minnesota which requires a five-year capital plan for airports. Funding for these projects would be primarily based on availability of state/federal funds and grant awards targeted at eligible aviation needs. Federally funded projects generally receive 90 percent federal and 5 percent state which requires a 5 percent local match. State-only funded projects generally require a 20% local match. Locally funded grant matches are provided from the sales tax fund.

Parking funds: There were no proposed rate increase in 2022 or 2023. However, staff are currently conducting a “per-day parking” analysis. The parking fund underwrites the maintenance of no cost parking lots in the Old Town area. Similar to the City Center core, the “per-stall” cost is necessary to fund basic lot maintenance.

Combined Fund Budget

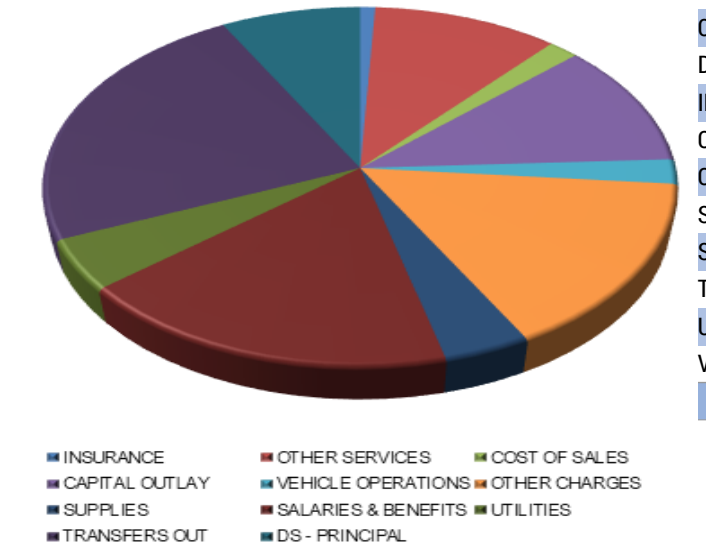
	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	163,589	74,784	184,512	156,000	-15	156,000.0
CHARGES FOR SERVICES	484,725	185,722	707,800	957,630	35	973,430.0
CONTRIBUTED CAPITAL	2,397,301	0	0	0	0	0.0
FEDERAL GRANTS	5,562,107	2,562,662	5,712,011	6,199,548	9	6,147,048.0
FINES & FORFEITURES	19,805	17,092	60,000	60,000	0	60,000.0
GAIN (LOSS) ON SALE	280,814	150,229	0	0	0	0.0
INTERFUND TRANSFER	13,499,095	5,518,280	13,569,082	15,449,280	14	12,474,280.0
INVESTMENT INCOME	420,884	14,602	228,200	163,207	-28	167,046.0
LICENSES & PERMITS	9,840	4,920	10,000	10,000	0	10,000.0
LOCAL GRANTS	27,902	0	100,000	125,000	25	125,000.0
MISCELLANEOUS	759,666	265,183	875,831	1,461,780	67	1,504,106.1
RENTAL INCOME	3,408,133	1,533,667	3,966,758	3,958,703	0	3,876,143.1
SALES	28,449,684	12,098,780	28,180,621	29,457,814	5	30,141,224.0
SPECIAL ASSESSMENTS	342,958	0	362,000	362,000	0	362,000.0
STATE GRANTS	3,340,302	2,024,792	3,283,955	3,883,103	18	3,978,665.0
TAXES	7,082,313	3,100,336	5,752,752	6,648,350	16	6,807,550.0
Total	**66,249,118**	**27,551,049**	**62,993,521**	**68,892,414**	**9.4**	**66,782,492**
EXPENDITURES						
CAPITAL OUTLAY	7,273	585,703	5,083,784	7,252,351	43	3,657,617.0
COST OF SALES	468,482	29,401	1,045,304	1,127,600	8	1,197,900.0
DS - PRINCIPAL	8,970	2,082,559	5,087,650	5,166,535	2	5,305,680.0
INSURANCE	446,012	228,457	492,660	553,500	12	561,250.0
OTHER CHARGES	18,607,313	4,695,733	9,279,988	10,175,448	10	10,547,720.5
OTHER SERVICES	7,328,410	2,835,987	6,962,566	6,889,324	-1	6,989,148.0
SALARIES & BENEFITS	9,887,630	4,691,825	10,510,650	11,768,200	12	12,204,115.0
SUPPLIES	2,022,630	888,685	2,491,983	2,651,397	6	2,692,082.5
TRANSFERS OUT	14,757,512	6,528,133	15,140,980	15,319,549	1	15,372,082.0
UTILITIES	2,491,650	1,395,087	3,121,987	3,019,512	-3	3,057,257.1
VEHICLE OPERATIONS	1,439,588	672,327	1,454,148	1,440,137	-1	1,482,862.2
Total	**57,465,470**	**24,633,895**	**60,671,699**	**65,363,552**	**7.7**	**63,067,714**
Net Income (Loss)	**8,783,648**	**2,917,154**	**2,321,822**	**3,528,862**	**55.5**	**3,714,778**

2022 Combined Fund Budget Revenues



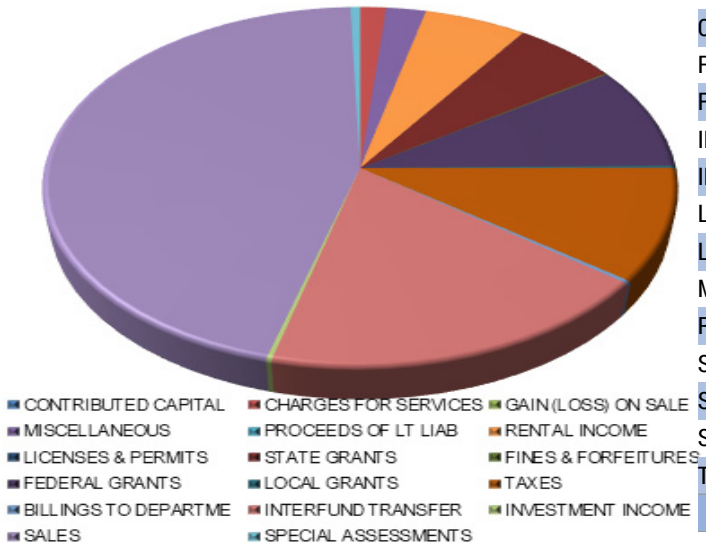
BILLINGS TO DEPARTME	$156,000
CHARGES FOR SERVICES	$957,630
FEDERAL GRANTS	$6,199,548
FINES & FORFEITURES	$60,000
INTERFUND TRANSFER	$15,449,280
INVESTMENT INCOME	$163,207
LICENSES & PERMITS	$10,000
LOCAL GRANTS	$125,000
MISCELLANEOUS	$1,461,780
RENTAL INCOME	$3,958,703
SALES	$29,457,814
SPECIAL ASSESSMENTS	$362,000
STATE GRANTS	$3,883,103
TAXES	$6,648,350
Total	**$68,892,414**

2022 Combined Fund Budget Expenditures



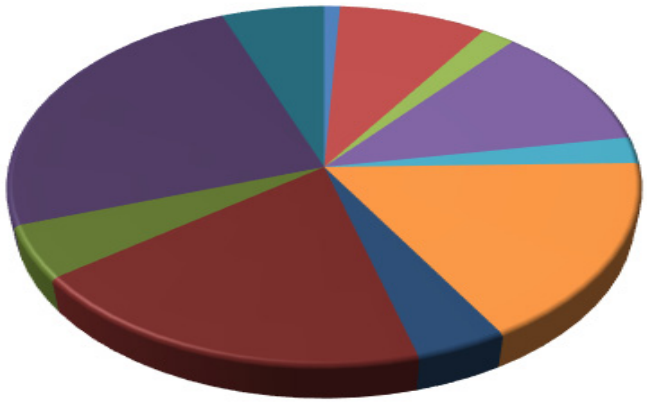
CAPITAL OUTLAY	$7,252,351
COST OF SALES	$1,127,600
DS - PRINCIPAL	$5,166,535
INSURANCE	$553,500
OTHER CHARGES	$10,175,448
OTHER SERVICES	$6,889,324
SALARIES & BENEFITS	$11,768,200
SUPPLIES	$2,651,397
TRANSFERS OUT	$15,319,549
UTILITIES	$3,019,512
VEHICLE OPERATIONS	$1,440,137
Total	**$65,363,552**

2023 Combined Fund Budget Revenues



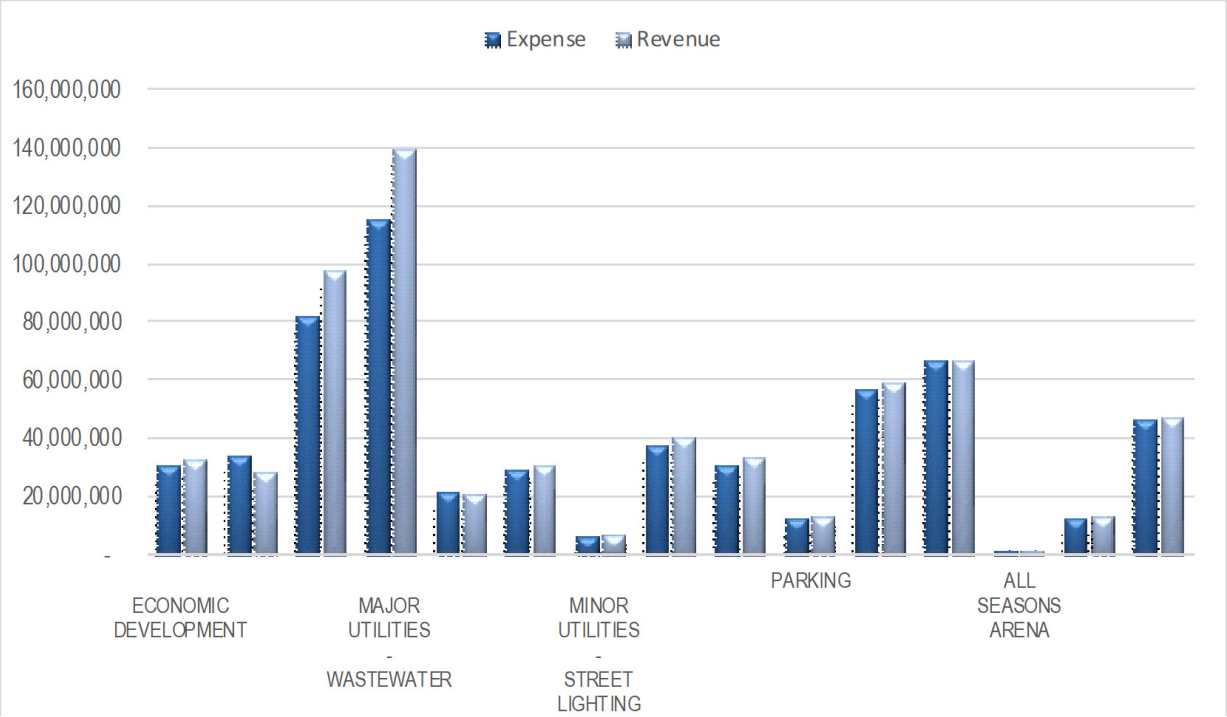
BILLINGS TO DEPARTME	$156,000
CHARGES FOR SERVICES	$973,430
FEDERAL GRANTS	$6,147,048
FINES & FORFEITURES	$60,000
INTERFUND TRANSFER	$12,474,280
INVESTMENT INCOME	$167,046
LICENSES & PERMITS	$10,000
LOCAL GRANTS	$125,000
MISCELLANEOUS	$1,504,106
RENTAL INCOME	$3,876,143
SALES	$30,141,224
SPECIAL ASSESSMENTS	$362,000
STATE GRANTS	$3,978,665
TAXES	$6,807,550
Total	**$66,782,492**

2023 Combined Fund Budget Expenditures

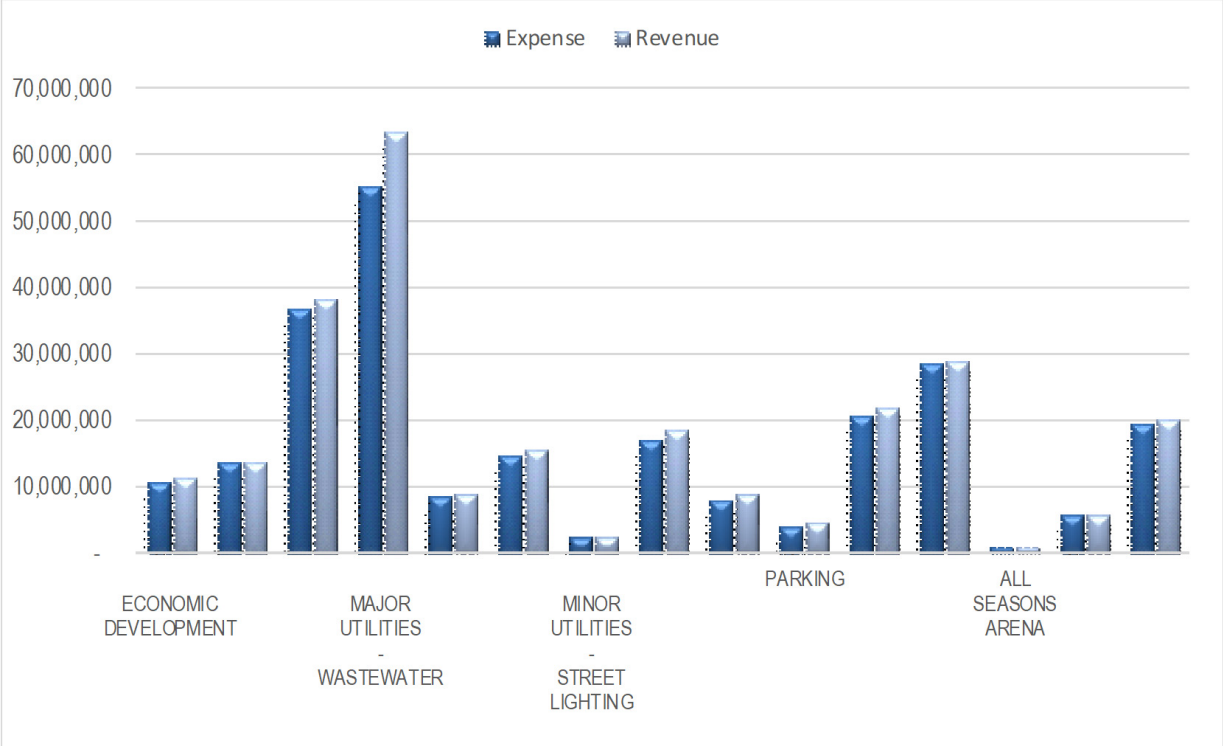


CAPITAL OUTLAY	$3,657,617
COST OF SALES	$1,197,900
DS - PRINCIPAL	$5,305,680
INSURANCE	$561,250
OTHER CHARGES	$10,547,720
OTHER SERVICES	$6,989,148
SALARIES & BENEFITS	$12,204,115
SUPPLIES	$2,692,082
TRANSFERS OUT	$15,372,082
UTILITIES	$3,057,257
VEHICLE OPERATIONS	$1,482,862
Total	**$63,067,714**

2022 Revenue vs. Expense by Service Area



2023 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
ENTERPRISE FUNDS							
ECONOMIC DEVELOPMENT							
RLF - FEDERAL	9,210	0	11,949	0	29.7	0.0	11,949
RLF - STATE	36,720	21,535	18,624	10,680	(49.3)	(50.4)	7,944
RLF - CITY	190,824	190,000	190,824	190,000	0.0	0.0	824
NEIGHBORHOOD IMPROVEMENT	83	0	83	0	0.0	0.0	83
EASTWOOD INDUSTRIAL PARK	1,000	0	1,000	0	0.0	0.0	1,000
ECONOMICDEVELOPMENT	1,162,575	1,823,681	1,132,197	1,827,588	(2.6)	0.2	(695,391)
COMMUNITY BLOCK GRANT	409,262	409,262	409,262	409,262	0.0	0.0	0
EDA BUILDINGS	790,928	140,995	826,928	142,316	4.6	0.9	684,612
MHFA SITES	31,500	8,350	31,500	8,400	0.0	0.6	23,100
Subtotal	**2,632,102**	**2,593,823**	**2,622,367**	**2,588,246**	**(0.4)**	**(0.2)**	**34,121**
MAJOR UTILITIES - ADMIN							
UTILITY ADMINISTRATION	3,440,250	2,974,415	3,539,357	3,068,072	2.9	3.1	471,285
UTILITY BILLING	0	465,517	0	470,159	0.0	1.0	(470,159)
Subtotal	**3,440,250**	**3,439,932**	**3,539,357**	**3,538,231**	**2.9**	**2.9**	**1,126**
MAJOR UTILITIES - WATER							
WATER MAINT, TREATMENT & STORA	8,853,000	6,748,326	8,883,000	6,837,340	0.3	1.3	2,045,660
WATER DISTRIBUTION	100,000	1,723,250	100,000	1,738,672	0.0	0.9	(1,638,672)
WATER METER SERVICE	20,000	328,646	20,000	331,902	0.0	1.0	(311,902)
WATER CAPITAL IMPROVEMENTS	1,053,000	1,053,000	525,000	440,750	(50.1)	(58.1)	84,250
Subtotal	**10,026,000**	**9,853,223**	**9,528,000**	**9,348,664**	**(5.0)**	**(5.1)**	**179,336**
MAJOR UTILITIES - WASTEWATER							
WW TREATMENT / MAINTENANCE	6,228,038	6,200,806	6,655,813	6,653,131	6.9	7.3	2,682
WASTEWATER CAPITAL IMPR	542,000	542,000	200,000	0	(63.1)	(100.0)	200,000
WASTEWATER PLANT CAPITAL IMPR	2,005,000	352,350	2,005,000	557,917	0.0	58.3	1,447,083
WW LIFT STATIONS	0	177,064	0	166,989	0.0	(5.7)	(166,989)
WW COLLECTION	7,275,000	6,550,331	7,529,000	6,931,514	3.5	5.8	597,486
Subtotal	**16,050,038**	**13,822,552**	**16,389,813**	**14,309,551**	**2.1**	**3.5**	**2,080,262**
MINOR UTILITIES - REFUSE COLLECTION							
REFUSE COLLECTION	2,135,791	2,092,567	2,141,113	2,093,330	0.2	0.0	47,783
Subtotal	**2,135,791**	**2,092,567**	**2,141,113**	**2,093,330**	**0.2**	**0.0**	**47,783**
MINOR UTILITIES - STORM WATER							
STORM WATER OPERATIONS	3,174,000	2,692,677	3,251,062	2,693,187	2.4	0.0	557,875

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
STORM WATER CAPITAL IMPR	851,000	500,000	851,000	500,000	0.0	0.0	351,000
Subtotal	**4,025,000**	**3,192,677**	**4,102,062**	**3,193,187**	**1.9**	**0.0**	**908,875**
MINOR UTILITIES - STREET LIGHTING							
STREET LIGHTING OPERATIONS	640,000	593,118	641,525	595,244	0.2	0.4	46,281
Subtotal	**640,000**	**593,118**	**641,525**	**595,244**	**0.2**	**0.4**	**46,281**
MASS TRANSIT							
TRANSIT FACILITIES	0	238,119	0	241,444	0.0	1.4	(241,444)
TRANSIT OPERATIONS	222,525	1,402,832	222,525	1,431,184	0.0	2.0	(1,208,659)
TRANSIT FIXED ROUTES	3,422,639	2,200,109	3,478,680	2,303,107	1.6	4.7	1,175,573
TRANSIT MOBILITY BUS	1,038,035	766,983	1,067,556	789,567	2.8	2.9	277,989
TRANSIT LATE NIGHT EXPRESS	16,500	9,565	16,500	9,728	0.0	1.7	6,772
TRANSIT CAPITAL IMPROVEMENTS	453,000	453,000	310,000	310,000	(31.6)	(31.6)	0
Subtotal	**5,152,699**	**5,070,608**	**5,095,261**	**5,085,030**	**(1.1)**	**0.3**	**10,231**
AIRPORT							
AIRPORT OPERATIONS	774,175	764,423	776,095	771,351	0.2	0.9	4,744
AIRPORT CAPITAL IMPROVEMENTS	642,000	641,801	408,000	158,250	(36.4)	(75.3)	249,750
Subtotal	**1,416,175**	**1,406,224**	**1,184,095**	**929,601**	**(16.4)**	**(33.9)**	**254,494**
PARKING							
SPECIAL SRVC DIST-MAINTENTANCE	44,000	43,000	44,000	43,000	0.0	0.0	1,000
PARKING-SPECIAL SVC DISTRICT	651,000	601,814	658,000	608,544	1.1	1.1	49,456
PARKING-GENERAL	74,000	122,337	74,000	122,779	0.0	0.4	(48,779)
PARKING CAPITAL	750,000	750,000	504,000	500,000	(32.8)	(33.3)	4,000
Subtotal	**1,519,000**	**1,517,151**	**1,280,000**	**1,274,323**	**(15.7)**	**(16.0)**	**5,677**
SALES TAX							
SALES TAX	5,747,000	5,746,105	5,655,000	5,654,889	(1.6)	(1.6)	111
Subtotal	**5,747,000**	**5,746,105**	**5,655,000**	**5,654,889**	**(1.6)**	**(1.6)**	**111**
CIVIC CENTER							
CIVIC CENTER OPERATIONS	6,284,195	6,283,942	6,411,234	6,410,651	2.0	2.0	583
CIVIC CENTER CAPITAL IMPR	2,390,780	2,390,000	728,780	650,000	(69.5)	(72.8)	78,780
Subtotal	**8,674,975**	**8,673,942**	**7,140,014**	**7,060,651**	**(17.7)**	**(18.6)**	**79,363**
ALL SEASONS ARENA							
ALL SEASONS ARENA OPS	773,000	772,388	787,000	786,658	1.8	1.8	342
Subtotal	**773,000**	**772,388**	**787,000**	**786,658**	**2**	**2**	**342**

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
BLUE EARTH COUNTY EDA - HOUSING							
BEC EDA - PUBLIC HOUSING	425,500	425,469	433,500	433,063	1.9	1.8	437
BEC EDA - BRECKENRIDGE PH	55,450	55,448	58,450	56,629	5.4	2.1	1,821
BEC EDA - BRECKENRIDGE MR	72,750	63,048	72,750	64,229	0.0	1.9	8,521
BEC EDA - CFP	318,700	318,700	216,700	216,700	(32.0)	(32.0)	0
BEC EDA - VOUCHERS	479,100	478,185	481,100	480,740	0.4	0.5	360
Subtotal	**1,351,500**	**1,340,850**	**1,262,500**	**1,251,361**	**(7)**	**(7)**	**11,139**
MANKATO EDA - HOUSING							
MANKATO EDA - PUBLIC HOUSING	1,070,000	1,069,499	1,090,000	1,089,881	1.9	1.9	119
MANKATO EDA - CFP	596,500	596,500	669,000	669,000	12.2	12.2	0
MANKATO EDA - VOUCHER	3,530,379	3,525,096	3,543,379	3,542,569	0.4	0.5	810
MANKATO EDA - SHELTER PLUS	112,006	57,299	112,006	57,299	0.0	0.0	54,707
Subtotal	**5,308,885**	**5,248,394**	**5,414,385**	**5,358,749**	**2**	**2**	**55,636**
Total	**68,892,414**	**65,363,552**	**66,782,492**	**63,067,714**	**(3.1)**	**(3.5)**	**3,714,778**

Personnel by Service Area

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
ENTERPRISE FUNDS						
ECONOMIC DEVELOPMENT						
Full-Time	2.09	2.32	2.32	307,977	378,786	393,059
Part-Time	0.00	0.00	0.00	12,667	11,841	11,841
Subtotal	**2.09**	**2.32**	**2**	**320,644**	**390,627**	**404,900**
MAJOR UTILITIES - ADMIN						
Full-Time	3.00	3.00	3.00	370,830	385,127	401,640
Part-Time	0.00	0.00	0.00	13,818	12,918	12,918
Flexible Staffing Resources	0.00	0.00	0.00	11,515	11,515	11,515
Subtotal	**3.00**	**3.00**	**3**	**396,163**	**409,560**	**426,073**
MAJOR UTILITIES - WATER						
Full-Time	12.20	15.40	15.40	1,332,699	1,749,283	1,819,056
Flexible Staffing Resources	0.00	0.00	0.00	77,057	77,057	77,057
Subtotal	**12.20**	**15.40**	**15**	**1,409,756**	**1,826,340**	**1,896,113**
MAJOR UTILITIES - WASTEWATER						
Full-Time	17.60	16.80	16.80	2,029,315	2,027,338	2,096,610
Flexible Staffing Resources	0.00	0.00	0.00	66,607	66,607	66,607
Subtotal	**18**	**17**	**17**	**2,095,922**	**2,093,945**	**2,163,217**

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
MINOR UTILITIES - STORM WATER						
Full-Time	3.20	3.30	3.30	320,180	348,011	360,994
Flexible Staffing Resources	0.00	0.00	0.00	25,944	25,944	25,944
Subtotal	**3**	**3**	**3**	**346,124**	**373,955**	**386,938**
MINOR UTILITIES - STREET LIGHTING						
Flexible Staffing Resources	0.00	0.00	0.00	1,209	1,209	1,209
Subtotal	**0**	**0**	**0**	**1,209**	**1,209**	**1,209**
MASS TRANSIT						
Full-Time	19.00	23.50	23.50	1,723,297	2,257,574	2,337,515
Part-Time	17.91	15.91	15.91	1,015,931	922,548	945,167
Flexible Staffing Resources	0.00	0.00	0.00	18,249	20,206	20,206
Subtotal	**37**	**39**	**39**	**2,757,477**	**3,200,328**	**3,302,888**
AIRPORT						
Full-Time	0.00	1.33	1.33	0	160,972	169,201
Part-Time	0.00	1.00	0.73	0	57,371	47,345
Flexible Staffing Resources	0.00	0.00	0.00	22,103	22,103	22,103
Subtotal	**0**	**2**	**2**	**22,103**	**240,446**	**238,649**
PARKING						
Full-Time	1.00	1.00	1.00	100,089	88,129	92,686
Subtotal	**1**	**1**	**1**	**100,089**	**88,129**	**92,686**
CIVIC CENTER						
Full-Time	8.00	12.20	12.20	916,226	1,334,443	1,396,968
Part-Time	0.00	2.46	2.73	0	185,007	205,627
Flexible Staffing Resources	0.00	0.00	0.00	11,515	11,515	11,515
Subtotal	**8**	**15**	**15**	**927,741**	**1,530,965**	**1,614,110**
ALL SEASONS ARENA						
Full-Time	0.00	3.00	3.00	0	281,181	295,451
Part-Time	0.00	0.00	0.00	0	95,707	95,707
Subtotal	**0**	**3**	**3**	**0**	**376,888**	**391,158**
BLUE EARTH COUNTY EDA - HOUSING						
Full-Time	2.18	2.68	2.68	234,696	301,759	314,270
Subtotal	**2**	**3**	**3**	**234,696**	**301,759**	**314,270**
MANKATO EDA - HOUSING						
Full-Time	6.33	7.83	7.83	703,767	906,846	943,298
Part-Time	1.00	1.00	1.00	25,620	27,203	28,606
Subtotal	**7**	**9**	**9**	**729,387**	**934,049**	**971,904**
Total	**93.51**	**112.73**	**113**	**9,341,311**	**11,768,200**	**12,204,115**

Capital Outlay

	Quantity	Price	Total Price
AIRPORT CAPITAL IMPROVEMENTS			
OTHER IMPROVEMENTS			
2022 - Airport Maintenance Vehicle with Plow	1	22,500	22,500
2022 - Overhead door maintenance	1	50,000	50,000
2022 - Placeholder for remaining projects	1	541,801	541,801
2022 - Scissor lift for airport building maintenance	1	10,000	10,000
2022 - Terminal Fence Gate Replacement	1	17,500	17,500
2023 - Airport Maintenance Tractor / Mower	1	37,500	37,500
2023 - Flail Mower Attachment	1	16,500	16,500
2023 - Hanger Door Install 3150 Hanger (Airshow Supplies)	1	15,000	15,000
2023 - Overhead Door Safety Improvements	1	31,000	31,000
2023 - Placeholder for remaining projects	1	58,250	58,250
Subtotal	**10**	**800,051**	**800,051**
ALL SEASONS ARENA OPS			
BLDGS & STRUCTURES			
2022 - BUILDING IMPROVEMENT	1	40,000	40,000
2023 - BUILDING IMPROVEMENT	1	40,000	40,000
Subtotal	**2**	**80,000**	**80,000**
BEC EDA - CFP			
CFP DWELLING STRUCTURES			
2022 - 2 units modernized, dwelling equipment updates for 2 furnaces, 4 Range/ Refrigerators, 2 water heater	1	163,000	163,000
2023 - 2 units modernized, dwelling equipment updates for 2 furnaces, 4 Range/ Refrigerators, 2 water heater	1	108,500	108,500
Subtotal	**2**	**271,500**	**271,500**
CFP OPERATIONS			
2022 -	1	8,200	8,200
2023 -	1	8,200	8,200
Subtotal	**2**	**16,400**	**16,400**
CFP SITE IMPROVEMENTS			
2022 -	1	147,500	147,500
2023 -	1	100,000	100,000
Subtotal	**2**	**247,500**	**247,500**
CIVIC CENTER CAPITAL IMPR			
FURNITURE & EQUIPMENT			
2022 - Fixtures, furniture, and equipment replacement	1	50,000	50,000
2023 - Fixtures, furniture, and equipment replacement	1	50,000	50,000
Subtotal	**2**	**100,000**	**100,000**
OTHER IMPROVEMENTS			
2022 - Mankato Civic Center - Arena Lobby Roof Replacement - Phase 1	1	350,000	350,000
2022 - Mankato Civic Center - Ice Plant Replacement	1	1,975,000	1,975,000
2022 - Mankato Civic Center - Unit Heater Replacement	1	15,000	15,000

	Quantity	Price	Total Price
2023 - Arena Audio Equipment Replacement	1	575,000	575,000
2023 - Mankato Civic Center - Fire Door Replacement	1	10,000	10,000
2023 - Mankato Civic Center - Unit Heater Replacement	1	15,000	15,000
Subtotal	**6**	**2,940,000**	**2,940,000**
MANKATO EDA - CFP			
CFP DWELLING STRUCTURES			
2022 - units under going modernization.	1	115,000	115,000
2023 - units under going modernization.	1	100,000	100,000
Subtotal	**2**	**215,000**	**215,000**
CFP OPERATIONS			
2022 -	1	9,000	9,000
2023 -	1	9,000	9,000
Subtotal	**2**	**18,000**	**18,000**
CFP SITE IMPROVEMENTS			
2022 - Orness heat pump replacements, roof railing and stairs, garage expansion, RTU#2 Engineering study,	1	450,500	450,500
2023 - Orness heat pump replacements, RTU #2 replacement, Scattered unit driveway, sidewalk improvements, d	1	544,000	544,000
Subtotal	**2**	**994,500**	**994,500**
DWELLING EQUIP NON-EXPENDABLE			
2022 - Furnace, ranges, refrigerators, and water heaters.	1	22,000	22,000
2023 - Furnace, ranges, refrigerators, and water heaters.	1	16,000	16,000
Subtotal	**2**	**38,000**	**38,000**
PARKING CAPITAL			
OTHER IMPROVEMENTS			
2022 - Parking System - Parking Control Equipment Replacement	1	750,000	750,000
2023 - Broad Street Ramp - Demolition & Parking Lot Construction	1	500,000	500,000
Subtotal	**2**	**1,250,000**	**1,250,000**
STORM WATER CAPITAL IMPR			
OTHER IMPROVEMENTS			
2022 - Private Property BMP	1	100,000	100,000
2023 - Private Property BMP	1	100,000	100,000
Subtotal	**2**	**200,000**	**200,000**
TRANSIT CAPITAL IMPROVEMENTS			
OTHER IMPROVEMENTS			
2022 - 5 year Transit Development Plan (TDP)	1	58,000	58,000
2022 - Farebox technology upgrades	1	80,000	80,000
2022 - On-going bus stop repairs and upgrades	1	25,000	25,000
2022 - Public Works Center - Transit Operations Office/Breakroom Remodel	1	150,000	150,000
2022 - Public Works Center/Transit Maintenance Facility - Air Compressor Replacement	1	20,000	20,000
2022 - Transit Maintenance Facility - LED Light Replacement	1	120,000	120,000
2023 - Automated Vehicle Announcement System(AVA) for buses	1	60,000	60,000
2023 - On going bus stop repairs and upgrades	1	25,000	25,000

	Quantity	Price	Total Price
2023 - Transit - bus Wash Exhaust System Improvements	1	125,000	125,000
2023 - Transit - Bus Wash Interior Wall Finish Upgrades	1	100,000	100,000
Subtotal	**10**	**763,000**	**763,000**
WASTEWATER CAPITAL IMPR			
OTHER IMPROVEMENTS			
2022 - Northside lift station wet pit rehabilitation, new pumps, pump rails, discharge piping, concrete wal	1	117,000	117,000
2022 - Viking Ravine Lift Station	1	425,000	425,000
Subtotal	**2**	**542,000**	**542,000**
WASTEWATER PLANT CAPITAL IMPR			
OTHER IMPROVEMENTS			
2022 - Current blowers would be replaced with high efficiency turbo blowers to reduce overall electrical co	1	150,000	150,000
2022 - EQ tank mixer replacement	1	65,000	65,000
2022 - Replacement of primary knife valves.	1	65,000	65,000
2022 - Sludge transfer building reroof - As part of a 9 year roof replacement plan at the WRRF, the rubber	1	16,770	16,770
2022 - Year 1 of 4 filter replacement - Mankato's WRRF disc filters focus on removing fine particulates to	1	55,580	55,580
2023 - 1 of 6 VFD replacement - IPS Variable Frequency Drives (VFD's) modulate the current to motors to all	1	65,000	65,000
2023 - Current blowers would be replaced with high efficiency turbo blowers to reduce overall electrical co	1	200,000	200,000
2023 - EQ tank mixer installation.	1	155,330	155,330
2023 - Grit building reroof - Grit building rubber membrane rood is to be replaced as part of a 9 year plan	1	80,340	80,340
2023 - Year 2 of 4 filter replacement - Mankato's WRRF disc filters focus on removing fine particulates to	1	57,247	57,247
Subtotal	**10**	**910,267**	**910,267**
WATER CAPITAL IMPROVEMENTS			
OTHER IMPROVEMENTS			
2022 - Generator install at Balcerzak Tower	1	20,000	20,000
2022 - Line 1,050 feet of 12 inch ductile iron water main pipe.	1	435,000	435,000
2022 - Place Holder-Softener Rehab	1	20,000	20,000
2022 - Place Holder-WHF HVAC Replacement	1	60,000	60,000
2022 - Quest 506 Dehumidifier 90k sq ft	1	18,000	18,000
2022 - Re-Develop Well 16 Place Holder	1	35,000	35,000
2022 - Tower Maintenance/2030 Need to talk about overcoating in 2022 or 2023	1	50,000	50,000
2022 - Well 15 Lateral Cleaning	1	400,000	400,000
2022 - WHF Door Replacement	1	15,000	15,000

	Quantity	Price	Total Price
2023 - Blacktop installation at baclerzak Tower	1	22,000	22,000
2023 - Madison Tower Overcoat	1	190,000	190,000
2023 - Place holder for membrane replacement	1	35,000	35,000
2023 - Softener Rehab-Placeholder	1	20,000	20,000
2023 - Tower Maintiance/2030-Need to talk about overcoating in 2022 or 2023	1	50,000	50,000
2023 - UF airline replacement-placeholder	1	23,750	23,750
2023 - Well 16 rehab-sand issue	1	25,000	25,000
2023 - WHF bay door replacement	1	15,000	15,000
2023 - WHF HVAC Replacement-Placeholder	1	60,000	60,000
Subtotal	**18**	**1,493,750**	**1,493,750**
WATER DISTRIBUTION			
MACHINERY & EQUIPMENT			
2022 - Utilities locator (Water piping and service lines, electrical and fiber lines, trace wire for water	1	5,000	5,000
2023 - Utilities locator (Water piping and service lines, electrical and fiber lines, trace wire for water	1	5,000	5,000
Subtotal	**2**	**10,000**	**10,000**
WW COLLECTION			
OTHER IMPROVEMENTS			
2022 - Jet / Vac Nozzles	1	5,000	5,000
2022 - Rodder Accessories	1	2,000	2,000
2022 - TV inspection unit upgrades	1	3,000	3,000
2023 - Jet / Vac Nozzles	1	5,000	5,000
2023 - Rodder Accessories	1	2,000	2,000
2023 - TV inspection unit upgrades	1	3,000	3,000
Subtotal	**6**	**20,000**	**20,000**
Total	**86**	**10,909,968**	**10,909,968**

CIP Fund Overview

Project Name	Project Year	Project Costs
PUBLIC SAFETY POLICE EQUIPMENT		
2022		
Extrication equipment replacement	2022	45,000
Public Safety radio replacement	2022	50,000
SCBA replacement	2022	54,000
Tactical Optics	2022	13,000
Subtotal		**162,000**
2023		
Extrication equipment replacement	2023	10,000
Public Safety radio replacement	2023	50,000
SCBA replacement	2023	54,000
Subtotal		**114,000**

Project Name	Project Year	Project Costs
ECONOMIC DEVELOPMENT		
2022		
GMBDC Roof	2022	1,144,000
Subtotal		**1,144,000**
MAJOR UTILITIES - WATER		
2023		
Madison Tower Overcoat	2023	190,000
Subtotal		**190,000**
WATER CAPITAL IMPROVEMENT FUND		
2022		
Facility Dehumidifier	2022	18,000
Generator installation Balcerzak Tower	2022	20,000
Highway 14 water main lining	2022	435,000
Painting of Towers	2022	50,000
Place Holder-HVAC Replacement	2022	60,000
Redevelop well 16	2022	35,000
Softener Rehab	2022	20,000
Well 15 Lateral Cleaning	2022	400,000
WHF Garage door replacement	2022	15,000
Subtotal		**1,053,000**
2023		
Blacktop Balcerzak Driveway	2023	22,000
Painting of Towers	2023	50,000
Place Holder-HVAC Replacement	2023	60,000
Redevelop well 16	2023	25,000
Softener Rehab	2023	20,000
UF Airline Replacement	2023	23,750
Water - Membrane Replacement	2023	35,000
WHF Garage door replacement	2023	15,000
Subtotal		**250,750**
WW COLLECTIONS CAPITAL IMPROVEMENT FUND		
2022		
Northside Sanitary Sewer Lift Station Wet Pit rehabilitation	2022	117,000
Viking Drive Lift Station	2022	425,000
Subtotal	**4,044**	**542,000**
WASTEWATER PLANT CAPITAL IMPROVEMENT FUND		
2022		
2028 - Blower Replacement with turbo blowers	2022	150,000
Disc Filter Panel replacement	2022	55,580
EQ Tank Propeller Mixers	2022	65,000
Facility Roof replacement schedule	2022	16,770
Primary Knife valve replacement	2022	65,000
Switchgear Bucket Cleaning	2022	15,000
Subtotal	**12,132**	**367,350**

Project Name	Project Year	Project Costs
2023		
2028 - Blower Replacement with turbo blowers	2023	200,000
Disc Filter Panel replacement	2023	57,247
EQ Tank Propeller Mixers	2023	155,330
Facility Roof replacement schedule	2023	80,340
Influent VFD replacement	2023	65,000
Subtotal	**10,115**	**557,917**
SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS		
2022		
Disinfection and Digestion Upgrade Packet 1 of 11 - Control Building Renovation	2022	1,067,003
Disinfection and Digestion Upgrade Packet 11 of 11 - Waste Receiving Station Expansion	2022	43,804
Disinfection and Digestion Upgrade Packet 2 of 11 - Solids Thickening and Digester Control Building	2022	1,898,765
Disinfection and Digestion Upgrade Packet 3 of 11 - Expansion of Existing Biosolids storage	2022	1,094,196
Disinfection and Digestion Upgrade Packet 4 of 11 - Upgrade barscreen to improve removal of debris	2022	1,535,558
Disinfection and Digestion Upgrade Packet 5 of 11 - Replace original 1956 digesters	2022	930,887
Disinfection and Digestion Upgrade Packet 6 of 11 - Structural repairs to aeration basins 2 and 3	2022	23,238
Disinfection and Digestion Upgrade Packet 7 of 11 - Replace existing chlorine contact basin	2022	5,027,924
Disinfection and Digestion Upgrade Packet 9 of 11 - HVAC and Pump upgrades at Solids Processing Building	2022	42,597
Subtotal	**18,198**	**11,663,971**
2023		
Disinfection and Digestion Upgrade Packet 1 of 11 - Control Building Renovation	2023	2,333,558
Disinfection and Digestion Upgrade Packet 11 of 11 - Waste Receiving Station Expansion	2023	367,790
Disinfection and Digestion Upgrade Packet 2 of 11 - Solids Thickening and Digester Control Building	2023	4,647,036
Disinfection and Digestion Upgrade Packet 3 of 11 - Expansion of Existing Biosolids storage	2023	2,766,974
Disinfection and Digestion Upgrade Packet 4 of 11 - Upgrade barscreen to improve removal of debris	2023	471,263
Disinfection and Digestion Upgrade Packet 5 of 11 - Replace original 1956 digesters	2023	2,586,835
Disinfection and Digestion Upgrade Packet 6 of 11 - Structural repairs to aeration basins 2 and 3	2023	33,603
Disinfection and Digestion Upgrade Packet 7 of 11 - Replace existing chlorine contact basin	2023	1,570,282
Disinfection and Digestion Upgrade Packet 9 of 11 - HVAC and Pump upgrades at Solids Processing Building	2023	249,259
Subtotal	**18,207**	**15,026,600**
STORMWATER CAPITAL FUND		
2022		
Private Property BMPs	2022	100,000
Subtotal	**2,022**	**100,000**
2023		
Monks Avenue Standby Natural Gas Generator	2023	20,000
Private Property BMPs	2023	100,000
Subtotal	**4,046**	**120,000**

Project Name	Project Year	Project Costs
MASS TRANSIT		
2022		
5 year Transit Development Plan	2022	290,000
Bus Stop Improvements	2022	25,000
Farebox Technology Upgrades	2022	400,000
Public Works Center - Air Compressor Replacement - 50% Transit share	2022	20,000
Public Works Center - Transit Office Remodel	2022	150,000
Transit Maintenance Facility - LED Light Replacement	2022	120,000
Subtotal	**12,132**	**1,005,000**
2023		
Bus Stop Improvements	2023	25,000
Transit - Bus Wash Exhaust System Improvements	2023	125,000
Transit - Bus Wash Interior Wall Finish Upgrades	2023	100,000
Subtotal	**6,069**	**250,000**
SALES TAX - AIRPORT		
2022		
Acquire Airport Maintenance Vehicle with Plow	2022	75,000
Airport Fuel Facility Relocation	2022	1,000,000
Construct FAA Control Tower	2022	250,000
Expand General Aviation Apron	2022	2,000,000
General Aviation Apron Pavement Maintenance	2022	300,000
Mankato Regional Airport - Overhead Door Maintenance	2022	50,000
Mankato Regional Airport - Scissor Lift Replacement	2022	10,000
Mankato Regional Airport - Terminal Fence Gate Replacement	2022	17,500
Remove Inplace Fuel Facility	2022	60,000
Runway 04/22 Pavement Maintenance	2022	166,666
Supplemental Windsock	2022	9,350
Subtotal	**22,242**	**3,938,516**
2023		
Acquire Airport Tractor/Mower	2023	125,000
Acquire Flail Mower Attachment	2023	55,000
Construct FAA Control Tower	2023	500,000
Mankato Regional Airport - Hanger Overhead Door installation	2023	15,000
Mankato Regional Airport - Overhead Door Maintenance	2023	31,000
Runway 04/22 Shift and Reconstruction	2023	165,000
Subtotal	**12,138**	**891,000**
SALES TAX - PARKING		
2022		
Parking System - Parking Control Equipment Replacement	2022	750,000
Subtotal	**2,022**	**750,000**
2023		
Broad Street Ramp Demo & Parking Lot	2023	500,000
Subtotal	**2,023**	**500,000**

Project Name		Project Year	Project Costs
SALES TAX - CIVIC CENTER			
2022			
Mankato Civic Center - Arena Lobby - Roof Replacement		2022	350,000
Mankato Civic Center - Fixtures, Furniture, and Equipment		2022	50,000
Mankato Civic Center - Ice Plant Replacement		2022	1,975,000
Mankato Civic Center - Unit Heaters		2022	15,000
	Subtotal	**8,088**	**2,390,000**
2023			
Mankato Civic Center - Arena Audio Equipment Replacement		2023	575,000
Mankato Civic Center - Fire Door Replacement		2023	10,000
Mankato Civic Center - Fixtures, Furniture, and Equipment		2023	50,000
Mankato Civic Center - Unit Heaters		2023	15,000
Venue Refresh Phase III: Banquet Seating Replacement		2023	156,000
	Subtotal	**10,115**	**806,000**
SALES TAX - SPECIAL PROJECTS			
2022			
Hockey Facility Design		2022	500,000
Land of Memories Bank Stabilization		2022	150,000
	Subtotal	**4,044**	**650,000**
2023			
Land of Memories Bank Stabilization		2023	150,000
Southeast Water Quality Project		2023	800,000
	Subtotal	**4,046**	**950,000**
SALES TAX - RIVERFRONT PARK			
2022			
Amphitheater roof		2022	320,000
	Subtotal	**2,022**	**320,000**
BLUE EARTH COUNTY EDA - HOUSING			
2022			
Housing (BEC) Breckenridge Landscape Repairs		2022	10,000
Housing (BEC) Breckenridge Siding Repair		2022	20,000
Housing (BEC) Breckenridge Washer & Dryer Replacement		2022	10,000
Housing (BEC) Deck Replacement		2022	25,000
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements		2022	17,500
Housing (BEC) Eastview Gutter and Fascia Replacement		2022	30,000
Housing (BEC) Eastview Interior Lighting Upgrades		2022	10,000
Housing (BEC) Gutter & Gutter Helmet Installation		2022	15,000
Housing (BEC) Madison Lake Furnace Replacement (5)		2022	12,000
Housing (BEC) Rekey		2022	15,000
Housing (BEC) Unit Turnover Renovations		2022	100,000
Housing BEC Eastview LED Lighting & Exterior Pole Replacement		2022	30,000
	Subtotal	**24,264**	**294,500**
2023			
Housing (BEC) Breckenridge Path and Driveway Sealcoat & Repairs		2023	15,000

Project Name	Project Year	Project Costs
Housing (BEC) Breckenridge Playground Surface Improvements	2023	20,000
Housing (BEC) Deck Replacement	2023	25,000
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements	2023	17,500
Housing (BEC) Gutter & Gutter Helmet Installation	2023	15,000
Housing (BEC) Unit Turnover Renovations	2023	100,000
Subtotal	**12,138**	**192,500**
MANKATO EDA - HOUSING		
2022		
Housing (City) Deck Replacement	2022	15,000
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2022	23,500
Housing (City) Scattered Sites Rekey	2022	15,000
Housing (City) Unit Turnover Renovations	2022	100,000
Orness Garage Expansion and Workshop	2022	50,000
Orness Plaza EIFS Repair	2022	30,000
Orness Plaza Geothermal Filtration	2022	10,000
Orness Plaza Heat Pump Replacement	2022	210,000
Orness Plaza Roof Safety Railings and Access Stairs	2022	50,000
Orness Plaza Security Access Control	2022	12,000
Orness RTU 1 & 2 Engineering Study	2022	35,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2022	22,000
Public Housing (City) Gutter & Gutter Helmet Installation	2022	15,000
Subtotal	**26,286**	**587,500**
2023		
Housing (City) Deck Replacement	2023	25,000
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2023	37,500
Housing (City) Unit Turnover Renovations	2023	100,000
Orness Plaza Fire Door Magnet Installation	2023	6,500
Orness Plaza Heat Pump Replacement	2023	210,000
Orness Plaza RTU 1 & 2 Replacement	2023	250,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2023	16,000
Public Housing (City) Gutter & Gutter Helmet Installation	2023	15,000
Subtotal	**16,184**	**660,000**
Total		**45,476,604**

Transfer Crosswalk

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
6100 - Transit Fund			
6100-498016-392020	12,500	1010-421011-507200	Transfer for Sober Bus from Police Patrol
6102 - Transit Capital Replacement Fund			
6102-498040-384100	156,000	7030-503010-507200	Transfer for Transit Capital Replacement Funding
6110 - Parking Operations Fund			

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
6110-498210-392020	30,000	3010-3003010-507200	Transfer for Clean & Safe Program
6110-498210-392020	80,000	6200-498510-507200	Core Block Assessment - Civic Center
6110-498210-392020	22,000	6800-465031-507200	Core Block Assessment - Hilton Hotel
6110-498210-392020	15,000	6800-465031-507200	Transfer for Hilton Hotel Reserve Parking per D.A.
6110-498210-392020	17,000	7020-505013-507200	Core Block Assessment - IGC Offices
6110-498210-392020	9,000	7020-505013-507200	Core Block Assessment - IGC Council Chambers
6110-498210-392020	4,000	7020-505013-507200	Core Block Assessment - IGC District 77 Buildout
6112 - Parking Capital Replacement Fund			
6112-498214-392020	200,000	6200-498510-507200	Transfer for Parking Capital Replacement Fund
6122 - Airport Capital Replacement Fund			
6122-498114-392020	400,000	6200-498510-507200	Transfer for Airport Capital Replacement
6200 - Sales Tax Fund			
4610-452016-392020	150,000	6200-498510-507200	Transfer for Riverfront Park Costs
4640-498511-392020	200,000	6200-498510-507200	Transfer for Civic Center Expansion Funding
4785-452022-392020	200,000	6200-498510-507200	Transfer for Franklin Rogers Park
47806-4431041-392020	150,000	6200-498510-507200	Transfer for LOM Riverbank Stabilization
4805-431037-392020	200,000	6200-498510-507200	Transfer for Flood Levee Project Fund
6110-498210-392020	80,000	6200-498510-507200	Transfer for Core Block Assessment - Civic Center
6112-498214-392020	200,000	6200-498510-507200	Transfer for Parking Capital Replacement
6122-498114-392020	400,000	6200-498510-507200	Transfer for Airport Capital Replacement
6220-498513-392020	100,000	6200-498510-507200	Transfer for Pre-2009 Deficits
6250-498519-392020	550,000	6200-498510-507200	Transfer for Civic Center Capital Replacement
6220 - Civic Center Operations Fund			
6220-498513-392020	100,000	6200-498510-507200	Transfer for Pre-2009 Deficits
6250-498519-392020	155,780	6220-498513-507200	Transfer for MSU Leasehold Improvements
6250 - Civic Center Capital Improvement Fund			
6250-498519-392020	550,000	6200-498510-507200	Transfer for Civic Center Capital Replacement
6250-498519-392020	155,780	6220-498513-507200	Transfer for MSU Leasehold Improvements
6800 - Economic Development Fund			
6800-465028-392020	500,000	3010-3003010-507200	Transfer for PSC Lease Revenue Payment
7030-503010-392020	500,000	6800-465028-507200	Transfer for Lease Revenue Bond for PSC
6110-498210-392020	22,000	6800-465031-507200	Core Block Assessment - Hilton Hotel
6110-498210-392020	15,000	6800-465031-507200	Transfer for Hilton Hotel Reserve Parking per D.A.
6000 - Utility Operations			
1010-410010-392020	195,000	6000-493000-507200	PILOT - Water Utility
1010-410010-392020	170,000	6000-493000-507200	PILOT - Wastewater Utility
3010-470010-392020	100,000	6000-493000-507200	Transfer for Water Utility Share of D.S
3010-470010-392020	100,000	6000-493000-507200	Transfer for Wastewater Utility Share of D.S
6010-494010-392020	703,000	6000-493000-507200	Transfer for Water Utility Fund
7010-501013-392020	100,000	6000-493000-507200	Transfer for Facilities Operation
7070-502012-392020	50,000	6000-493000-507200	Transfer for Facilities Capital Replacement
7070-502012-392020	50,000	6000-493000-507200	Transfer for Facilities Capital Replacement
6010 - Water Utility			
6010-494010-392020	703,000	6000-493000-507200	Transfer for Water Utility Fund

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
6012-494021-392020	500,000	6010-494010-507200	Transfer for Water Capital Replacement Funding
3010-470010-392020	550,000	6010-494014-507200	Transfer for Bond Principal & Interest - Water
6012 - Water Utility Capital			
6012-494021-392020	500,000	6010-494010-507200	Transfer for Water Capital Replacement Funding
6020 - WWTP Operations			
6020-494512-392020	######	6026-494525-507200	Transfer for City Share of WWTP Billing
6024-494523-392020	600,000	6020-494512-507200	Transfer for WWTP Capital Replacement per Formula
6024-494523-392020	######	6020-494512-507200	Transfer for WWTP Debt Service Reduction
6024 - WWTP Capital Replacement			
6024-494523-392020	600,000	6020-494512-507200	Transfer for WWTP Capital Replacement per Formula
6024-494523-392020	######	6020-494512-507200	Transfer for WWTP Debt Service Reduction
6026 - WW Collection & Conyance			
6020-494512-392020	######	6026-494525-507200	Transfer for City Share of WWTP Billing
6022-494521-392020	200,000	6026-494525-507200	Transfer for WW Collection Capital Replacment
3010-3003010-392045	485,000	6026-494525-507210	Transfer for Bond Principal & Interest - Wastewater
6022 - WW Collection Capital Replacement			
6022-494521-392020	200,000	6026-494525-507200	Transfer for WW Collection Capital Replacment
6030 - Refuse Utility			
1010-410010-392020	40,000	6030-495010-507200	PILOT - Refuse Utility
1010-431011-392020	100,000	6030-495010-507200	Transfer for Spring Clean Up
1010-431011-392020	100,000	6030-495010-507200	Transfer for Fall Leaf Pick Up
6060 - Stormwater Utility Operations			
1010-410010-392020	60,000	6060-496010-507200	PILOT - Storm Water Utility
1010-431011-392020	100,000	6060-496010-507200	Transfer for G.F. Street Sweeping Costs
1010-452011-392020	50,000	6060-496010-507200	Transfer for G.F. Parks Storm Water Costs
3010-3003010-392020	25,000	6060-496010-507200	Transfer for Subsurface Drainage
6062-496011-392020	850,000	6060-496010-507200	Transfer for Stormwater Capital Replacement
3010-3003010-392045	200,000	6060-496010-507210	Transfer for Bond Principal & Interest - Stormwater
6062 Stormwater Capital Replacement			
6062-496011-392020	850,000	6060-496010-507200	Transfer for Stormwater Capital Replacement

City of Mankato

Leading the way...

ECONOMIC DEVELOPMENT

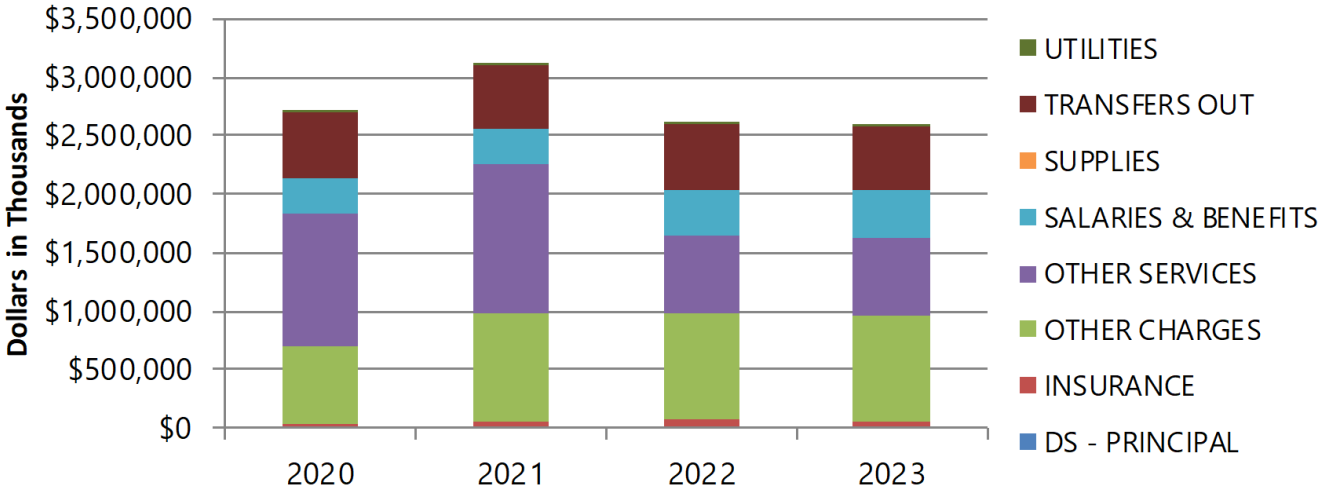
ECONOMIC DEVELOPMENT Introduction

Within the Enterprise Funds, Community Development is responsible for Economic Development, Transit, and Housing initiatives. This profile will provide a detailed overview of Economic Development. Community Development is also responsible for Planning and Zoning and Building Inspections which serve functions within the General Fund.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	0	0	10,000	17,600	76	17,600.0
FEDERAL GRANTS	370,316	243,200	695,273	409,262	-41	409,262.0
GAIN (LOSS) ON SALE	280,814	150,229	0	0	0	0.0
INTERFUND TRANSFER	492,420	0	830,000	867,000	4	845,000.0
INVESTMENT INCOME	108,658	0	103,000	46,957	-54	49,696.0
MISCELLANEOUS	139,105	65,187	86,302	120,780	40	94,306.1
RENTAL INCOME	1,017,884	73,724	799,037	810,978	1	846,978.1
STATE GRANTS	415,946	250,663	2,000	0	-100	0.0
TAXES	828,429	238	704,002	359,525	-49	359,525.0
Total	**3,653,571**	**783,242**	**3,229,614**	**2,632,102**	**(19)**	**2,622,367**
EXPENDITURES						
DS - PRINCIPAL	8,970	12,559	22,650	21,535	-5	10,680.0
INSURANCE	36,245	24,334	40,500	43,000	6	43,775.0
OTHER CHARGES	1,081,232	462,467	910,755	923,574	1	913,208.0
OTHER SERVICES	1,116,677	306,384	1,283,379	655,127	-49	655,127.0
SALARIES & BENEFITS	376,543	161,809	306,989	390,627	27	404,900.0
SUPPLIES	280	0	2,000	2,000	0	2,000.0
TRANSFERS OUT	64,266	19,282	541,282	556,860	3	557,456.0
UTILITIES	142	0	1,100	1,100	0	1,100.0
Total	**2,684,355**	**986,835**	**3,108,655**	**2,593,823**	**(17)**	**2,588,246**
Net Income (Loss)	**969,216**	**(203,594)**	**120,959**	**38,279**	**(106)**	**34,121**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE DIR OF HSING/ECON DE	0.49	0.49	0.49	75,838	81,176	85,218
DIRECTOR OF COMMUNITY DEVLPMNT	0.60	0.83	0.83	122,757	182,558	187,188
ECONOMICS DEVELOPMENT SPCLST	1.00	1.00	1.00	109,382	115,052	120,653
Subtotal	**2.09**	**2.32**	**2**	**307,977**	**378,786**	**393,059**
PART-TIME						
PT, TEMP, INTERN	0.00	0.00	0.00	12,667	11,841	11,841
Subtotal	**0.00**	**0.00**	**0**	**12,667**	**11,841**	**11,841**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(13,655)	0	0
Subtotal	**0.00**	**0.00**	**0**	**(13,655)**	**0**	**0**
Total	**2.09**	**2.32**	**2**	**306,989**	**390,627**	**404,900**

ECONOMIC DEVELOPMENT Performance Metrics

Service Area	Performance Indicator	Measurement
Transit	Total number of reportable injuries	
Transit	Reportable injuries per total vehicle revenue miles	
Transit	Average distance between major mechanical failures	
Transit	Ridership number	
Housing	Number of people experiencing homelessness served by the voucher program	
Housing	Number of FSS participants signed up and completed	
Housing	Voucher program waiting list response rate (for example, was at about 30% and additional outreach raised it to around 50%)	
Housing	Increased number of affordable housing units	
Housing	Turnover rate for voucher program (people that have successfully left the program)	
Housing	Unit turnover time for new tenant occupancy in public housing	
Economic Development	Number of site and/or acres redeveloped in targeted redevelopment areas	
Economic Development	Number of Phase I and II ESAs completed in targeted redevelopment areas	
Economic Development	Number of rehab projects completed in targeted redevelopment areas	

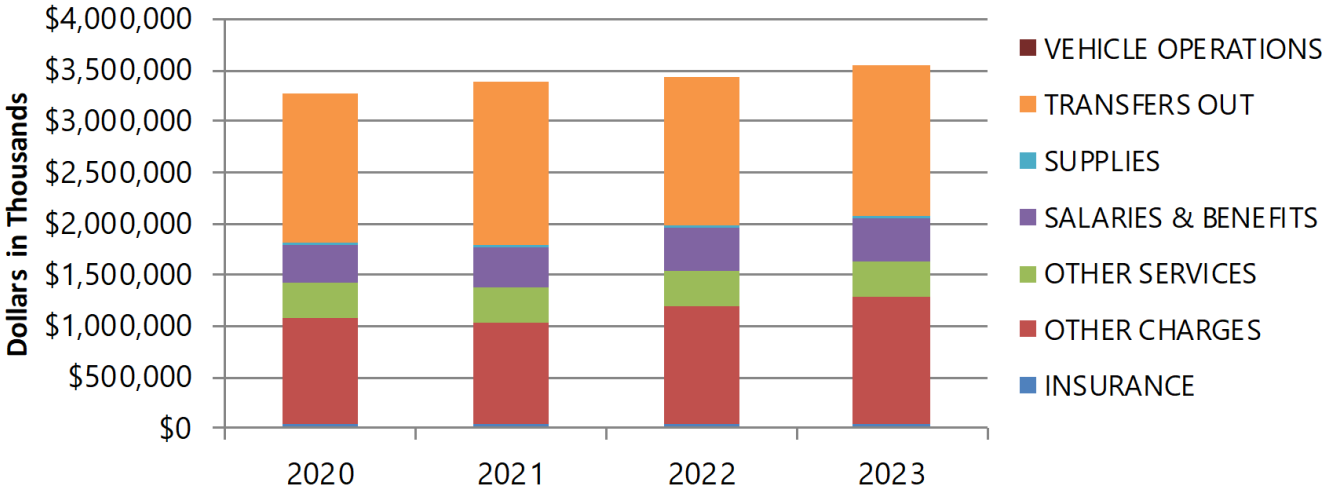
MAJOR UTILITIES - ADMIN

MAJOR UTILITIES - ADMIN Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	4,860	1,451	0	0	0	0.0
FEDERAL GRANTS	712	0	0	0	0	0.0
INVESTMENT INCOME	36,381	0	10,000	10,000	0	11,000.0
MISCELLANEOUS	1,829	1,280	5,000	5,000	0	5,000.0
RENTAL INCOME	372	186	0	0	0	0.0
SALES	3,361,545	1,682,384	3,144,050	3,425,250	9	3,523,357.0
STATE GRANTS	353	0	0	0	0	0.0
Total	**3,406,052**	**1,685,302**	**3,159,050**	**3,440,250**	**9**	**3,539,357**
EXPENDITURES						
INSURANCE	26,472	16,972	44,100	29,200	-34	30,100.0
OTHER CHARGES	1,033,474	495,740	997,000	1,162,872	17	1,253,758.0
OTHER SERVICES	285,983	137,845	347,700	347,700	0	347,700.0
SALARIES & BENEFITS	291,485	159,631	390,422	409,560	5	426,073.0
SUPPLIES	8,247	4,679	22,600	22,600	0	22,600.0
TRANSFERS OUT	1,729,306	1,350,000	1,585,000	1,468,000	-7	1,458,000.0
VEHICLE OPERATIONS	598	499	0	0	0	0.0
Total	**3,375,564**	**2,165,366**	**3,386,822**	**3,439,932**	**2**	**3,538,231**
Net Income (Loss)	**30,488**	**(480,065)**	**(227,772)**	**318**	**29**	**1,126**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
DIRECTOR OF ADMIN SERVICES	0.60	0.60	0.60	101,008	110,562	116,270
DIRECTOR OF PUBLIC WORKS	0.15	0.15	0.15	29,834	31,414	32,584
ENVIROMENTAL SUSTANAIBILITY CO	0.25	0.25	0.25	30,344	32,137	33,722
SR ACCOUNT CLERK (UTILITIES)	1.00	1.00	1.00	109,365	116,021	119,429
WATER BILLING CLERK	1.00	1.00	1.00	100,279	94,993	99,635
Subtotal	**3.00**	**3.00**	**3**	**370,830**	**385,127**	**401,640**
PART-TIME						
PT, TEMP, INTERN	0.00	0.00	0.00	13,818	12,918	12,918
Subtotal	**0.00**	**0.00**	**0**	**13,818**	**12,918**	**12,918**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(5,741)	0	0
	0.00	0.00	0.00	11,515	11,515	11,515
Subtotal	**0.00**	**0.00**	**0**	**5,774**	**11,515**	**11,515**
Total	**3.00**	**3.00**	**3**	**390,422**	**409,560**	**426,073**

Service Objectives

Utility Rates and Financial Planning

- Assess current rate structure for all utilities and develop a long term rate strategy that identifies funding needs for operation, annual maintenance, and capital replacement, and provides funding strategies and associated series of rate adjustments that provide

long term stability.

- Determine appropriate level of Fund Balances in each Utility Fund per industry standard, review of historical spending patterns, and future projections.
- Review and Determine Organizational Structure for Public Utilities to assure effectiveness, streamline customer service, and align operational cost with available resources.

Water Quality and Supply

- Develop a Water Quality Strategy for the City of Mankato that addresses regulatory challenges, evaluates cost considerations and identifies potential external grant resources, and involves stakeholders for implementation.
- Complete Water Supply Plan goals as outlined in 2016 Water Supply Plan, including conducting the AWWA water loss survey, developing a comprehensive water conservation ordinance, implementing a new billing system with individualized consumption information, and working with non-residential customers on water reduction strategies.

Community Engagement

- Develop and Implement Community Education Plan on Public Utilities, and reach out to schools, civic/neighborhood organizations and other interested parties to provide education and presentations.

Water Conservation, Inflow and Infiltration

- Continue to systematically reduce Inflow and Infiltration (I&I) into sanitary sewer collection system through flow monitoring and studies, manhole sealing, pipe lining and replacement, record accuracy, and pre/post-rain event inspections of system, including sump pump, manhole, piping, by visual and TV inspection methods.
- Reduce water loss in the domestic water distribution system through leak monitoring with updated technology, proper record keeping, review of trends, regular distribution system operation and maintenance procedures, and purchasing data loggers to record continuous pressure readings.

Flood Control

- Achieve an acceptable Army Corps of Engineers rating on flood control system through implementation of findings from flood damage reduction inspection report using city crews and supplementing with contracted work as necessary.

5-Year Fund Projection

Utility Administration Fund 6000	2022	2023	2024	2025	2026
Beginning Balance	$ 2,241,464	$ 2,241,782	$ 2,242,908	$ 2,190,475	$ 2,082,634
Revenues					
Operating Revenue & Transfers In	**$ 3,440,250**	**$ 3,539,357**	**$ 3,548,205**	**$ 3,557,076**	**$ 3,565,969**
Expenditures & Other Use of Funds					
Operating Expenditures	$ 1,971,932	$ 2,080,231	$ 2,142,638	$ 2,206,917	$ 2,273,125
Transfers Out/Debt	$ 1,468,000	$ 1,458,000	$ 1,458,000	$ 1,458,000	$ 1,458,000
Total Expenditures and Other Uses	**$ 3,439,932**	**$ 3,538,231**	**$ 3,600,638**	**$ 3,664,917**	**$ 3,731,125**
Total Revene Over/(Under) Expenses	$ 318	$ 1,126	$ (52,433)	$ (107,841)	$ (165,156)
Use of Fund Balance for Deficit			*$ 52,433*	*$ 107,841*	*$ 165,156*
Fund Balance at Year End	**$ 2,241,782**	**$ 2,242,908**	**$ 2,190,475**	**$ 2,082,634**	**$ 1,917,478**

Water Funds Combined	2022	2023	2024	2025	2026
Beginning Balance	$ 3,315,361	$ 3,488,138	$ 3,583,224	$ 3,548,633	$ 3,379,855
Revenues					
Total Operating Revenue & Transfers In	**$ 8,973,000**	**$ 9,003,000**	**$ 9,025,508**	**$ 9,048,071**	**$ 9,070,691**
Expenditures & Other Use of Funds					
Total Operating Expenditures	$ 4,989,488	$ 5,072,825	$ 5,225,010	$ 5,381,760	$ 5,543,213
Total Debt Service and Transfers Out	$ 3,810,735	$ 3,835,089	$ 3,835,089	$ 3,835,089	$ 3,835,089
Total Expenditures and Other Uses	**$ 8,800,223**	**$ 8,907,914**	**$ 9,060,099**	**$ 9,216,849**	**$ 9,378,302**
Total Revene Over/(Under) Expenses	$ 172,777	$ 95,086	$ (34,591)	$ (168,778)	$ (307,610)
Use of Fund Balance for Deficit	*$ -*	*$ -*	*$ 34,591*	*$ (168,778)*	*$ (307,610)*
Fund Balance at Year End	**$ 3,488,138**	**$ 3,583,224**	**$ 3,548,633**	**$ 3,379,855**	**$ 3,072,245**
Fund Balance Goal	**$ 5,058,107**	**$ 5,103,295**	**$ 5,141,341**	**$ 5,180,529**	**$ 5,220,892**

Wastewater Funds Combined	2022	2023	2024	2025	2026
Beginning Balance	$ 2,510,754	$ 3,085,591	$ 2,819,957	$ 2,430,239	$ 1,911,788
Revenues					
Total Operating Revenue & Transfers In	**$ 13,503,038**	**$ 13,486,000**	**$ 13,519,715**	**$ 13,553,514**	**$ 13,587,398**
Expenditures & Other Use of Funds					
Total Operating Expenditures	$ 5,120,356	$ 5,259,961	$ 5,417,760	$ 5,580,293	$ 5,747,701
Total Debt Service and Transfers Out	$ 7,807,845	$ 8,491,673	$ 8,491,673	$ 8,491,673	$ 8,491,673
Total Expenditures and Other Uses	**$ 12,928,201**	**$ 13,751,634**	**$ 13,909,433**	**$ 14,071,966**	**$ 14,239,374**
Total Revene Over/(Under) Expenses	$ 574,837	$ (265,634)	$ (389,718)	$ (518,451)	$ (651,976)
Use of Fund Balance for Deficit	*$ -*	*$ 265,634*	*$ 389,718*	*$ 518,451*	*$ 651,976*
Fund Balance at Year End	**$ 3,085,591**	**$ 2,819,957**	**$ 2,430,239**	**$ 1,911,788**	**$ 1,259,812**
Fund Balance Goal	**$ 9,087,934**	**$ 9,806,663**	**$ 9,846,113**	**$ 9,886,746**	**$ 9,928,598**

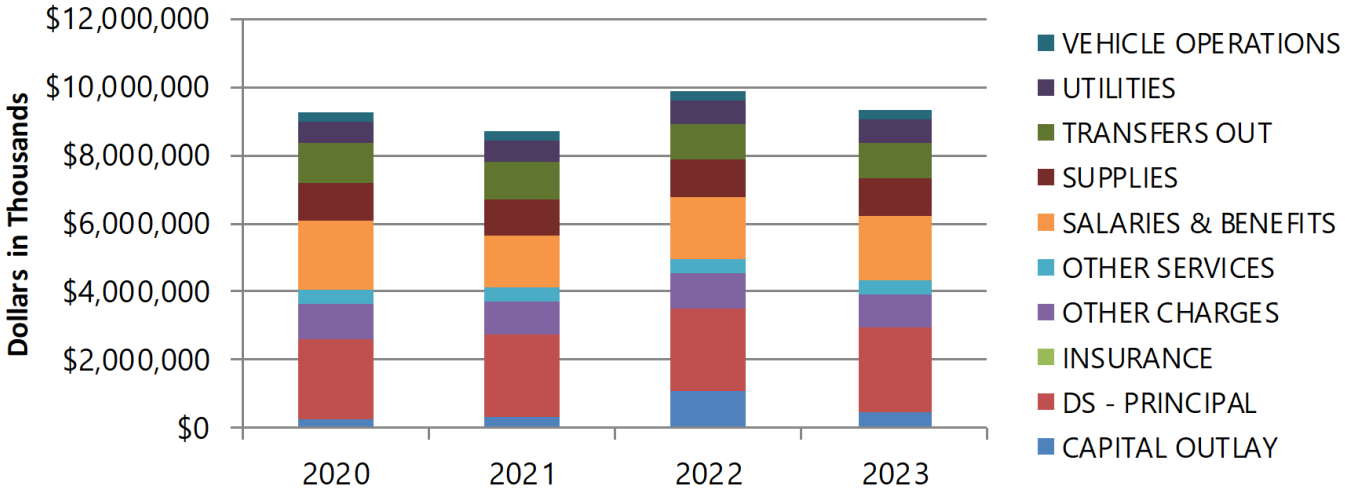
MAJOR UTILITIES - WATER

MAJOR UTILITIES - WATER Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	100	0	0	0	0	0.0
CONTRIBUTED CAPITAL	515,471	0	0	0	0	0.0
FEDERAL GRANTS	13,988	0	0	0	0	0.0
INTERFUND TRANSFER	1,350,000	1,450,000	1,450,000	1,756,000	21	1,218,000.0
INVESTMENT INCOME	36,336	0	5,000	5,000	0	5,000.0
MISCELLANEOUS	25,605	7,026	20,000	20,000	0	20,000.0
SALES	9,096,846	3,970,394	8,054,750	8,245,000	2	8,285,000.0
STATE GRANTS	6,754	0	0	0	0	0.0
Total	**11,045,101**	**5,427,419**	**9,529,750**	**10,026,000**	**5**	**9,528,000**
EXPENDITURES						
CAPITAL OUTLAY	0	103,902	355,000	1,058,000	198	445,750.0
DS - PRINCIPAL	0	0	2,371,000	2,433,000	3	2,495,000.0
INSURANCE	21,840	14,416	13,000	24,000	85	24,600.0
OTHER CHARGES	2,841,792	394,412	975,680	1,005,685	3	963,139.0
OTHER SERVICES	356,383	172,056	405,350	419,900	4	393,550.0
SALARIES & BENEFITS	1,941,867	793,507	1,566,153	1,826,340	17	1,896,113.0
SUPPLIES	865,459	404,170	1,036,050	1,082,050	4	1,086,200.0
TRANSFERS OUT	924,098	510,811	1,086,711	1,061,135	-2	1,086,469.0
UTILITIES	589,207	260,932	646,500	663,500	3	675,500.0
VEHICLE OPERATIONS	267,410	111,489	272,596	279,613	3	282,342.8
Total	**7,808,056**	**2,765,694**	**8,728,041**	**9,853,223**	**13**	**9,348,664**
Net Income (Loss)	**3,237,045**	**2,661,725**	**801,709**	**172,777**	**(292)**	**179,336**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE CIVIL ENGINEER	0.00	0.20	0.20	0	20,626	21,608
CHEMIST (WATER TREATMENT PLAN)	1.00	1.00	1.00	117,038	123,094	126,669
ENVIROMENTAL SUSTANAIBILITY CO	0.20	0.20	0.20	24,274	25,709	26,976
UTIL MAINT SUPERVISOR	0.00	0.50	0.50	0	70,315	72,301
UTILITIES TECH A OPERATOR	7.00	7.00	7.00	738,343	767,281	803,205
UTILITIS MAINT SUPERVISOR	0.50	0.00	0.00	65,211	0	0
UTILITY SUPERVISOR (WW CLCT)	0.00	0.50	0.50	0	56,685	59,591
UTLITIES TECHNICIAN A	4.00	3.00	3.00	412,704	309,304	318,548
UTLITIES TECHNICIAN B	0.00	1.00	1.00	0	112,219	115,473
UTLITIES TECHNICIAN B MTR READ	0.00	1.00	1.00	0	111,968	115,224
WATER TRM PL SUPERINTENDENT	1.00	1.00	1.00	145,129	152,082	159,461
Subtotal	**13.70**	**15.40**	**15**	**1,502,699**	**1,749,283**	**1,819,056**
PART-TIME						
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(14,765)	0	0
	0.00	0.00	0.00	43,340	43,340	43,340
MAINTENANCE WKR UTILITY WTP	0.00	0.00	0.00	13,458	13,458	13,458
MAINTENANCE WORKER - INFRA	0.00	0.00	0.00	20,259	20,259	20,259
UTLITIES TECHNICIAN A	0.00	0.00	0.00	777	0	0
UTLITIES TECHNICIAN B	0.00	0.00	0.00	385	0	0
Subtotal	**0.00**	**0.00**	**0**	**63,454**	**77,057**	**77,057**
Total	**13.70**	**15.40**	**15**	**1,566,153**	**1,826,340**	**1,896,113**

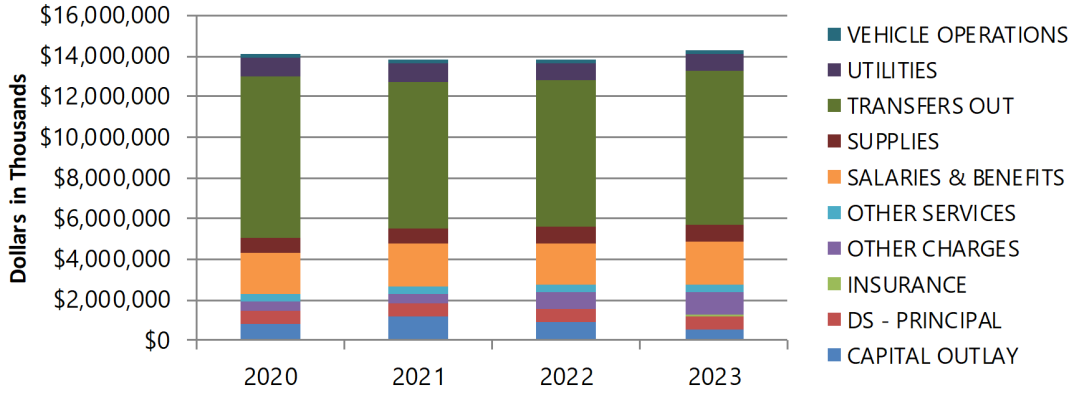
MAJOR UTILITIES - WASTEWATER

MAJOR UTILITIES - WASTEWATER Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CONTRIBUTED CAPITAL	1,083,879	0	0	0	0	0.0
FEDERAL GRANTS	18,879	0	0	0	0	0.0
INTERFUND TRANSFER	6,300,000	2,300,000	6,649,000	7,067,000	6	7,085,000.0
INVESTMENT INCOME	63,602	8,228	30,000	30,000	0	30,000.0
MISCELLANEOUS	26	138	0	0	0	0.0
SALES	8,769,511	3,627,477	9,004,725	8,953,038	-1	9,274,813.0
STATE GRANTS	2,688	0	0	0	0	0.0
Total	**16,238,586**	**5,935,843**	**15,683,725**	**16,050,038**	**2**	**16,389,813**
EXPENDITURES						
CAPITAL OUTLAY	0	(224,227)	1,146,916	904,350	-21	567,917.0
DS - PRINCIPAL	0	0	624,000	632,000	1	640,000.0
INSURANCE	49,030	31,360	32,350	49,150	52	50,600.0
OTHER CHARGES	2,297,035	164,719	459,661	764,658	66	1,090,197.5
OTHER SERVICES	410,537	825,233	344,209	363,983	6	372,207.0
SALARIES & BENEFITS	1,956,651	953,128	2,159,811	2,093,945	-3	2,163,217.0
SUPPLIES	617,506	287,646	733,267	784,447	7	807,382.5
TRANSFERS OUT	6,720,596	2,300,504	7,225,404	7,210,519	0	7,570,535.0
UTILITIES	691,132	384,067	909,229	831,774	-9	857,519.1
VEHICLE OPERATIONS	165,414	84,298	190,728	187,726	-2	189,976.1
Total	**12,907,901**	**4,806,729**	**13,825,574**	**13,822,552**	**(0)**	**14,309,551**
Net Income (Loss)	**3,330,685**	**1,129,114**	**1,858,151**	**2,227,487**	**(92)**	**2,080,262**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE CIVIL ENGINEER	0.00	0.20	0.20	0	20,626	21,608
DIRECTOR OF PUBLIC WORKS	0.15	0.15	0.15	29,834	31,414	32,584
ENVIROMENTAL SUSTANAIBILITY CO	0.20	0.20	0.20	24,274	25,709	26,976
INDUSTRIAL CHEMIST	1.00	1.00	1.00	118,562	124,672	128,285
INFRASTRUCTURE SUPERINTENDENT	1.00	1.00	1.00	140,524	147,879	152,047
PROCESS CHEMIST	1.00	1.00	1.00	127,171	132,901	136,623
SR ACCOUNT CLERK (OPERATIONS)	0.25	0.25	0.25	26,453	27,758	27,990
UTIL MAINT SUPERVISOR	0.00	0.50	0.50	0	70,319	72,305
UTILITIES TECH A OPERATOR	7.00	7.00	7.00	758,973	796,502	825,106
UTILITIS MAINT SUPERVISOR	0.50	0.00	0.00	65,213	0	0
UTILITY SUPERVISOR (WW CLCT)	1.00	0.50	0.50	130,136	56,682	59,587
UTLITIES TECHNICIAN A	3.00	3.00	3.00	306,235	321,792	331,236
UTLITIES TECHNICIAN B	2.00	1.00	1.00	223,030	119,786	123,251
WRRF SUPERINTENDENT	1.00	1.00	1.00	144,123	151,298	159,012
Subtotal	**18.10**	**16.80**	**17**	**2,094,528**	**2,027,338**	**2,096,610**
PART-TIME						
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(2,104)	0	0
	0.00	0.00	0.00	30,659	30,659	30,659
MAINTENANCE WKR UTILITY - WWTP	0.00	0.00	0.00	19,065	19,065	19,065
MAINTENANCE WORKER - INFRA	0.00	0.00	0.00	16,883	16,883	16,883
UTLITIES TECHNICIAN A	0.00	0.00	0.00	780	0	0
Subtotal	**0.00**	**0.00**	**0**	**65,283**	**66,607**	**66,607**
Total	**18.10**	**16.80**	**17**	**2,159,811**	**2,093,945**	**2,163,217**

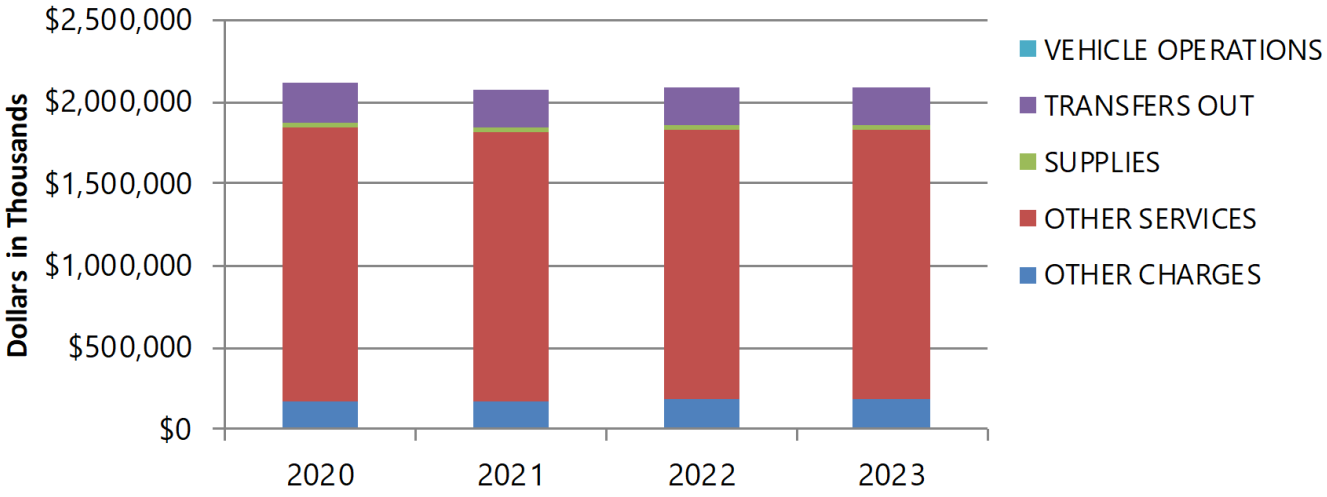
MINOR UTILITIES - REFUSE COLLECTION

MINOR UTILITIES - REFUSE COLLECTION Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
MISCELLANEOUS	2,321	7,392	5,000	5,000	0	5,000.0
SALES	2,182,873	988,701	2,125,483	2,130,791	0	2,136,113.0
Total	**2,185,194**	**996,093**	**2,130,483**	**2,135,791**	**0**	**2,141,113**
EXPENDITURES						
OTHER CHARGES	169,315	82,682	164,400	177,937	8	178,700.0
OTHER SERVICES	1,716,180	697,587	1,649,630	1,649,630	0	1,649,630.0
SUPPLIES	12,753	20,471	25,000	25,000	0	25,000.0
TRANSFERS OUT	111,781	10,684	240,000	240,000	0	240,000.0
VEHICLE OPERATIONS	79,089	0	0	0	0	0.0
Total	**2,089,117**	**811,425**	**2,079,030**	**2,092,567**	**1**	**2,093,330**
Net Income (Loss)	**96,077**	**184,668**	**51,453**	**43,224**	**(8)**	**47,783**

Expense Snapshot



5-Year Fund Projection

Stormwater	2022	2023	2024	2025	2026
Beginning Balance	$ 2,281,674	$ 2,762,997	$ 3,320,872	$ 3,844,629	$ 4,333,021
Revenues					
Operating Revenue & Transfers In	**$ 3,174,000**	**$ 3,251,062**	**$ 3,259,190**	**$ 3,267,338**	**$ 3,275,506**
Expenditures & Other Use of Funds					
Operating Expenditures	$ 1,407,677	$ 1,408,187	$ 1,450,433	$ 1,493,946	$ 1,538,764
Debt Service and Transfers Out	$ 1,285,000	$ 1,285,000	$ 1,285,000	$ 1,285,000	$ 1,285,000
Total Expenditures and Other Uses	**$ 2,692,677**	**$ 2,693,187**	**$ 2,735,433**	**$ 2,778,946**	**$ 2,823,764**
Total Revene Over/(Under) Expenses	$ 481,323	$ 557,875	$ 523,757	$ 488,392	$ 451,742
Use of Fund Balance for Deficit					
Fund Balance at Year End	**$ 2,762,997**	**$ 3,320,872**	**$ 3,844,629**	**$ 4,333,021**	**$ 4,784,763**
Fund Balance Goal	**$ 1,636,919**	**$ 1,637,047**	**$ 1,647,608**	**$ 1,658,486**	**$ 1,669,691**

Refuse	2022	2023	2024	2025	2026
Beginning Balance	$ (615,765)	$ (572,541)	$ (524,758)	$ (527,222)	$ (581,588)
Revenues					
Total Operating Revenue & Transfers In	**$ 2,135,791**	**$ 2,141,113**	**$ 2,146,466**	**$ 2,151,832**	**$ 2,157,212**
Expenditures & Other Use of Funds					
Total Operating Expenditures	$ 1,852,567	$ 1,853,330	$ 1,908,930	$ 1,966,198	$ 2,025,184
Total Debt Service and Transfers Out	$ 240,000	$ 240,000	$ 240,000	$ 240,000	$ 240,000
Total Expenditures and Other Uses	**$ 2,092,567**	**$ 2,093,330**	**$ 2,148,930**	**$ 2,206,198**	**$ 2,265,184**
Total Revene Over/(Under) Expenses	$ 43,224	$ 47,783	$ (2,464)	$ (54,366)	$ (107,972)
Use of Fund Balance for Deficit	*$ -*	*$ -*	*$ 2,464*	*$ 54,366*	*$ 107,972*
Fund Balance at Year End	**$ (572,541)**	**$ (524,758)**	**$ (527,222)**	**$ (581,588)**	**$ (689,560)**



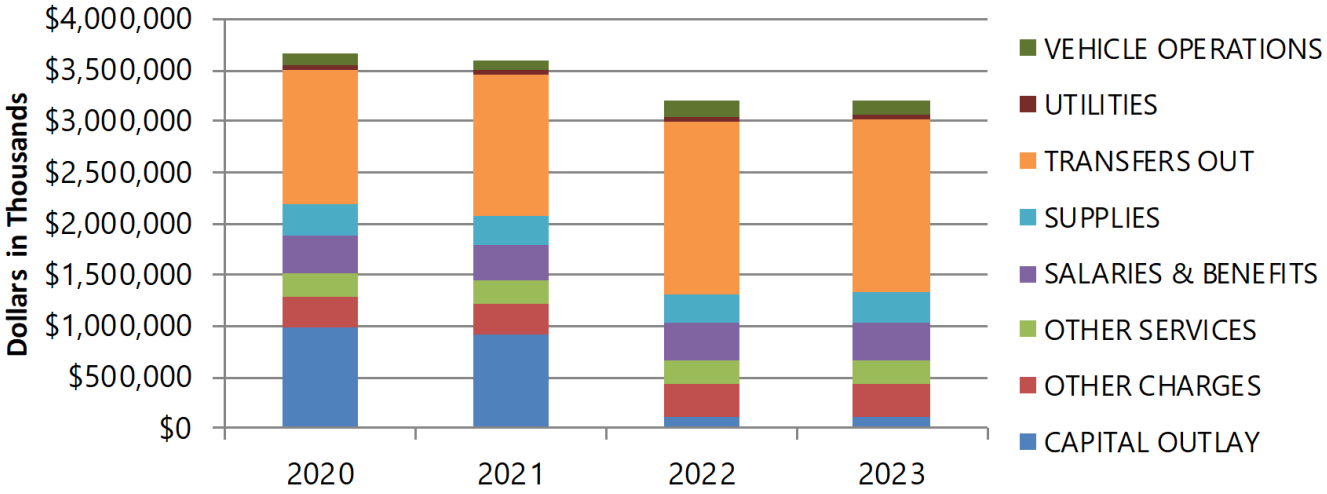
MINOR UTILITIES - STORM WATER

MINOR UTILITIES - STORM WATER Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	8,208	0	0	0	0	0.0
CONTRIBUTED CAPITAL	797,950	0	0	0	0	0.0
FEDERAL GRANTS	2,860	0	0	0	0	0.0
INTERFUND TRANSFER	800,000	850,000	1,130,000	850,000	-25	850,000.0
INVESTMENT INCOME	39,628	0	11,000	11,000	0	11,000.0
LICENSES & PERMITS	9,840	4,920	10,000	10,000	0	10,000.0
MISCELLANEOUS	409	2,348	1,000	1,000	0	1,000.0
SALES	3,115,745	1,366,624	2,458,875	3,153,000	28	3,230,062.0
STATE GRANTS	542	0	0	0	0	0.0
Total	**4,775,182**	**2,223,892**	**3,610,875**	**4,025,000**	**11**	**4,102,062**
EXPENDITURES						
CAPITAL OUTLAY	0	105,849	916,468	100,000	-89	100,000.0
OTHER CHARGES	329,034	109,929	308,050	322,038	5	322,898.0
OTHER SERVICES	1,510,351	169,760	228,700	228,700	0	228,700.0
SALARIES & BENEFITS	419,999	166,200	337,530	373,955	11	386,938.0
SUPPLIES	175,447	20,182	282,100	283,500	0	283,500.0
TRANSFERS OUT	1,554,439	1,225,000	1,375,000	1,685,000	23	1,685,000.0
UTILITIES	56,629	15,063	50,000	50,000	0	50,000.0
VEHICLE OPERATIONS	154,197	55,974	99,021	149,484	51	136,150.8
Total	**4,200,097**	**1,867,958**	**3,596,869**	**3,192,677**	**(11)**	**3,193,187**
Net Income (Loss)	**575,085**	**355,934**	**14,006**	**832,323**	**3**	**908,875**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE CIVIL ENGINEER	0.00	0.10	0.10	0	10,312	10,803
ENVIROMENTAL SUSTANAIBILITY CO	0.20	0.20	0.20	24,274	25,709	26,976
ENVIRONMENTAL COMPLIANCE SPEC	1.00	1.00	1.00	91,362	96,812	101,723
UTLITIES TECHNICIAN A	2.00	2.00	2.00	204,544	215,178	221,492
Subtotal	**3.20**	**3.30**	**3**	**320,180**	**348,011**	**360,994**
PART-TIME						
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(8,594)	0	0
	0.00	0.00	0.00	5,757	5,757	5,757
MAINTENANCE WORKER - INFRA	0.00	0.00	0.00	20,187	20,187	20,187
Subtotal	**0.00**	**0.00**	**0**	**17,350**	**25,944**	**25,944**
Total	**3.20**	**3.30**	**3**	**337,530**	**373,955**	**386,938**

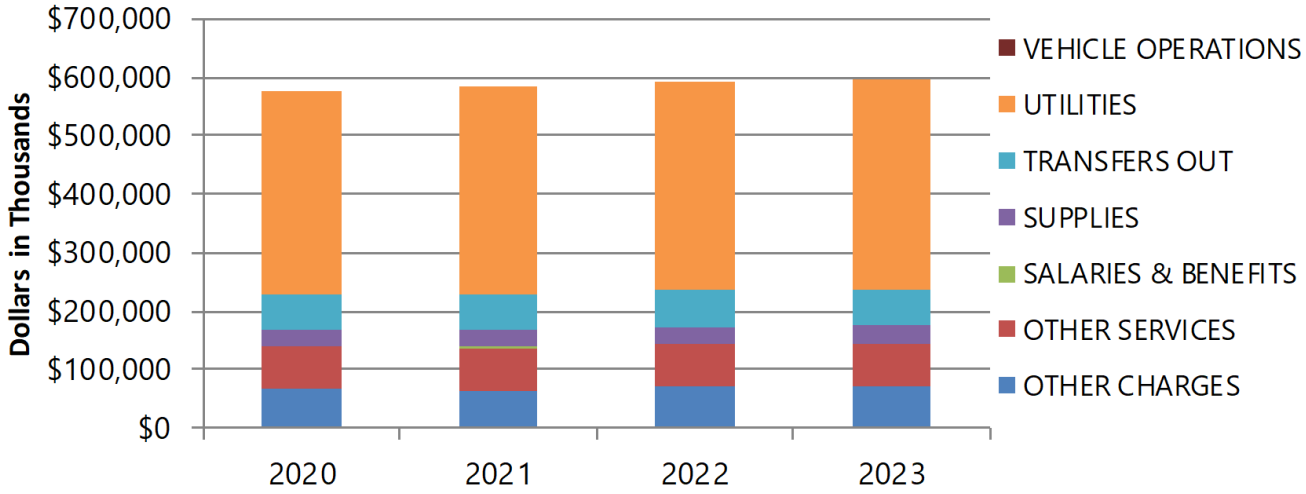
MINOR UTILITIES - STREET LIGHTING

MINOR UTILITIES - STREET LIGHTING Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
INVESTMENT INCOME	14,780	0	10,000	10,000	0	10,000.0
MISCELLANEOUS	46,893	17,849	10,000	10,000	0	10,000.0
SALES	652,278	303,432	588,580	620,000	5	621,525.0
STATE GRANTS	17	0	0	0	0	0.0
Total	**713,969**	**321,281**	**608,580**	**640,000**	**5**	**641,525**
EXPENDITURES						
OTHER CHARGES	167,646	36,950	64,800	70,136	8	70,436.0
OTHER SERVICES	47,913	30,350	73,000	73,000	0	73,000.0
SALARIES & BENEFITS	12,034	3,587	1,209	1,209	0	1,209.0
SUPPLIES	65,547	56,493	30,000	30,000	0	30,000.0
TRANSFERS OUT	57,373	59,094	59,094	60,867	3	62,693.0
UTILITIES	303,621	155,957	357,906	357,906	0	357,906.0
VEHICLE OPERATIONS	2,753	1,099	0	0	0	0.0
Total	**656,886**	**343,530**	**586,009**	**593,118**	**1**	**595,244**
Net Income (Loss)	**57,082**	**(22,249)**	**22,571**	**46,882**	**(6)**	**46,281**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
PART-TIME						
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	1,209	1,209	1,209
Subtotal	**0.00**	**0.00**	**0**	**1,209**	**1,209**	**1,209**
Total	**0.00**	**0.00**	**0**	**1,209**	**1,209**	**1,209**

City of Mankato

Leading the way...

MASS TRANSIT

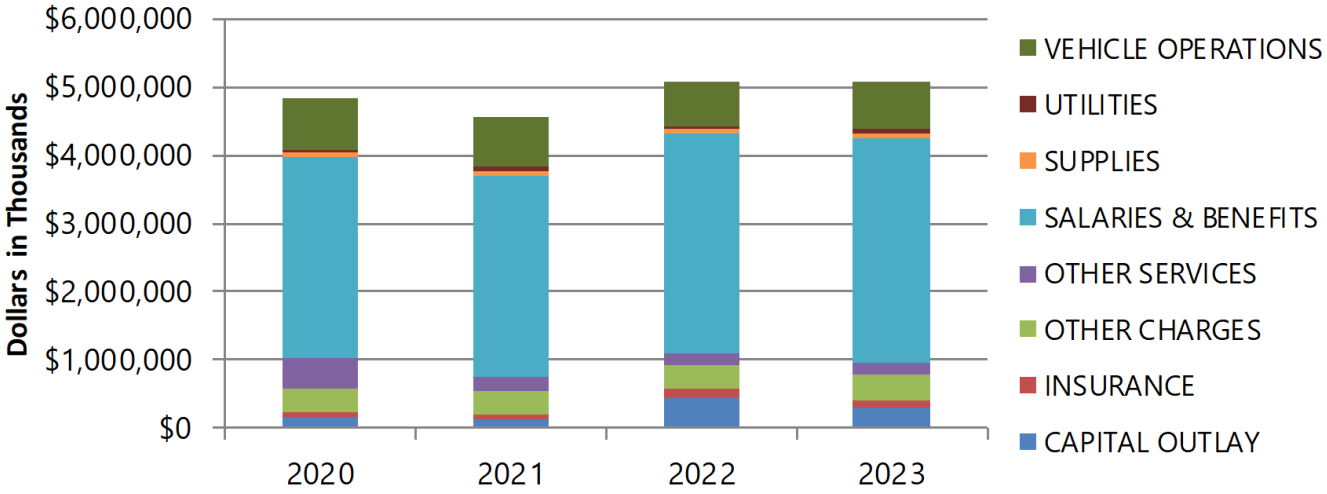
MASS TRANSIT Introduction

Within the Enterprise Funds, Community Development is responsible for Economic Development, Transit, and Housing initiatives. This profile will provide a detailed overview of Transportation. The main operations include coordinating, conducting, and developing efficient means of transit. Community Development is also responsible for Planning and Zoning and Building Inspections which serve functions within the General Fund.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	163,589	74,784	184,512	156,000	-15	156,000.0
FEDERAL GRANTS	719,552	262,500	882,510	500,000	-43	500,000.0
INTERFUND TRANSFER	12,500	12,500	12,500	309,500	2,376	166,500.0
INVESTMENT INCOME	23,258	0	0	15,000	0	15,000.0
LOCAL GRANTS	27,902	0	60,000	85,000	42	85,000.0
MISCELLANEOUS	(11)	4,667	0	0	0	0.0
SALES	71,707	21,012	179,070	185,270	3	175,270.0
STATE GRANTS	2,718,651	1,296,909	3,123,095	3,739,404	20	3,834,966.0
TAXES	165,000	0	156,750	162,525	4	162,525.0
Total	**3,902,147**	**1,672,371**	**4,598,437**	**5,152,699**	**12**	**5,095,261**
EXPENDITURES						
CAPITAL OUTLAY	0	108,520	110,000	453,000	312	310,000.0
INSURANCE	81,906	49,379	94,200	110,900	18	111,100.0
OTHER CHARGES	581,765	136,693	338,160	350,508	4	351,641.0
OTHER SERVICES	374,917	38,831	193,776	192,500	-1	187,500.0
SALARIES & BENEFITS	2,663,650	1,307,562	2,970,328	3,200,328	8	3,302,888.0
SUPPLIES	23,738	8,491	73,366	64,000	-13	64,000.0
UTILITIES	33,055	20,603	53,520	50,000	-7	50,000.0
VEHICLE OPERATIONS	575,032	308,546	725,824	649,372	-11	707,900.9
Total	**4,334,063**	**1,978,625**	**4,559,174**	**5,070,608**	**11**	**5,085,030**
Net Income (Loss)	**(431,916)**	**(306,254)**	**39,263**	**82,091**	**2,075**	**10,231**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
311 CUSTOMER SERVICE AGENT	1.00	1.00	1.00	77,023	80,231	83,110
ASSOCIATE DIR OF TRANS PLAN SR	0.75	0.00	0.00	102,316	0	0
ASSOCIATE DIR OF TRANSPORTATIO	0.00	0.50	0.50	0	74,119	78,030
BUS DRIVER	12.00	15.00	15.00	1,014,471	1,346,236	1,393,958
GIS TECHNICIAN	1.00	1.00	1.00	99,590	104,656	108,023
HEAVY EQUIPMENT TECH A	0.00	1.00	1.00	0	92,154	95,035
HEAVY EQUIPMENT TECH B	1.00	1.00	1.00	107,429	111,511	114,755
TRANSIT ADMINISTRATIVE SUPERVS	1.00	1.00	1.00	107,181	113,405	119,110
TRANSIT MAINTENANCE/RELIEF	1.00	0.00	0.00	93,905	0	0
TRANSIT OPERATIONS SUPERVISOR	1.00	1.00	1.00	122,448	132,648	139,238
TRANSIT SCHEDULAR	1.00	1.00	1.00	82,554	86,673	89,400
TRANSPORTATION DEVELP PLANNER	1.00	1.00	1.00	112,601	115,941	116,856
Subtotal	**20.75**	**23.50**	**24**	**1,919,518**	**2,257,574**	**2,337,515**
PART-TIME						
BUS DRIVER	17.91	15.91	15.91	1,015,931	922,548	945,167
Subtotal	**17.91**	**15.91**	**16**	**1,015,931**	**922,548**	**945,167**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	14,673	0	0
	0.00	0.00	0.00	20,206	20,206	20,206
Subtotal	**0.00**	**0.00**	**0**	**34,879**	**20,206**	**20,206**
Total	**38.66**	**39.41**	**39**	**2,970,328**	**3,200,328**	**3,302,888**

City of Mankato

Leading the way...

AIRPORT

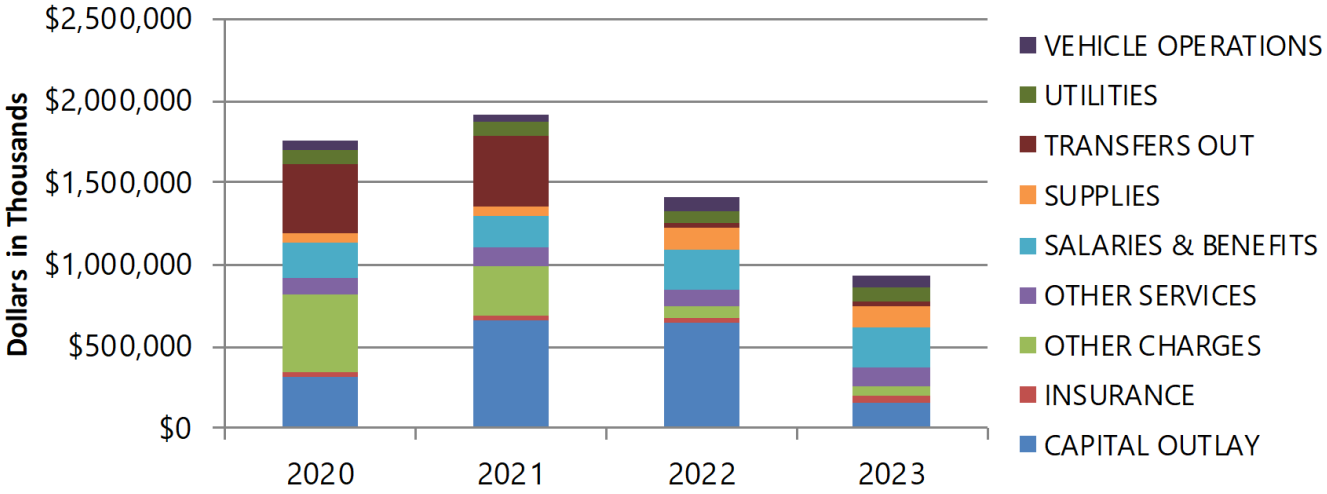
AIRPORT Introduction

Public Works oversees planning and designing of new construction and reconstruction of the Mankato Regional Airport. A recent improvement project continues to make the Mankato Regional Airport one of Mankato's best positioned assets for growth. This profile will provide a detailed overview of Public Works-Airport.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	517,260	269,925	504,000	597,530	19	597,530.0
FEDERAL GRANTS	97,671	0	0	0	0	0.0
INTERFUND TRANSFER	900,000	100,000	986,000	642,000	-35	408,000.0
INVESTMENT INCOME	0	0	1,000	1,000	0	1,000.0
MISCELLANEOUS	13,040	37,612	5,000	5,000	0	5,000.0
RENTAL INCOME	62,322	26,670	45,000	85,645	90	87,565.0
STATE GRANTS	86,444	0	85,000	85,000	0	85,000.0
Total	**1,676,736**	**434,207**	**1,626,000**	**1,416,175**	**(13)**	**1,184,095**
EXPENDITURES						
CAPITAL OUTLAY	0	297,377	656,000	641,801	-2	158,250.0
INSURANCE	32,798	18,733	30,500	32,250	6	33,725.0
OTHER CHARGES	1,202,537	168,997	307,000	68,200	-78	68,200.0
OTHER SERVICES	112,899	18,767	111,000	108,700	-2	115,950.0
SALARIES & BENEFITS	181,754	68,384	189,642	240,446	27	238,649.0
SUPPLIES	77,755	35,692	64,500	128,200	99	134,900.0
TRANSFERS OUT	423,610	24,318	424,318	25,048	-94	25,799.0
UTILITIES	91,017	69,185	83,182	83,182	0	83,182.0
VEHICLE OPERATIONS	88,465	62,485	51,403	78,397	53	70,946.4
Total	**2,210,835**	**763,939**	**1,917,545**	**1,406,224**	**(27)**	**929,601**
Net Income (Loss)	**(534,098)**	**(329,732)**	**(291,545)**	**9,951**	**66**	**254,494**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
AIRPORT MAINTENANCE SUPERVISOR	0.00	1.00	1.00	0	112,054	117,702
AIRPORT SUPERVISOR	1.00	0.00	0.00	100,232	0	0
ASSOCIATE DIR OF TRANS PLAN SR	0.25	0.00	0.00	34,107	0	0
ASSOCIATE DIR OF TRANSPORTATIO	0.00	0.33	0.33	0	48,918	51,499
Subtotal	**1.25**	**1.33**	**1**	**134,339**	**160,972**	**169,201**
PART-TIME						
MAINTENANCE REPAIRPERSON (AIR)	0.73	0.00	0.00	33,200	0	0
PW OPERATIONS AIDE	0.00	1.00	0.73	0	57,371	47,345
Subtotal	**0.73**	**1.00**	**1**	**33,200**	**57,371**	**47,345**
FLEXIBLE STAFFING RESOURCES						
MAINTENANCE REPAIRPERSON (AIR)	0.00	0.00	0.00	22,103	22,103	22,103
Subtotal	**0.00**	**0.00**	**0**	**22,103**	**22,103**	**22,103**
Total	**1.98**	**2.33**	**2**	**189,642**	**240,446**	**238,649**

Service Objectives

Minnesota Air Spectacular Air Show

- Work with Air show planners to prepare Airport for a possible 2019 Air show for the City of Mankato, and attend or support those who attend the 2017 ICAS meeting to prepare for upcoming Air show if the City of Mankato is chosen to host an Air show event.

24/7 on-call support

- Provide24-7 On call support to all hanger Tenants, MNDOT, FAA airfield maintenance personnel, and Emergency Services. Maintain Airport according to FAA and MNDOT standards and regulations.

Hangar and Ag Land Leases

- Increase occupancy by aggressively advertising corporate and T-hanger space, keeping all hanger space clean and ready to lease, using Tyler/Munis for quarterly invoicing of all hanger leases to better track lease payments and energy use, and updating the 3-year Ag Leases which are up for renewal at the end of 2018.

City of Mankato

Leading the way...

PARKING

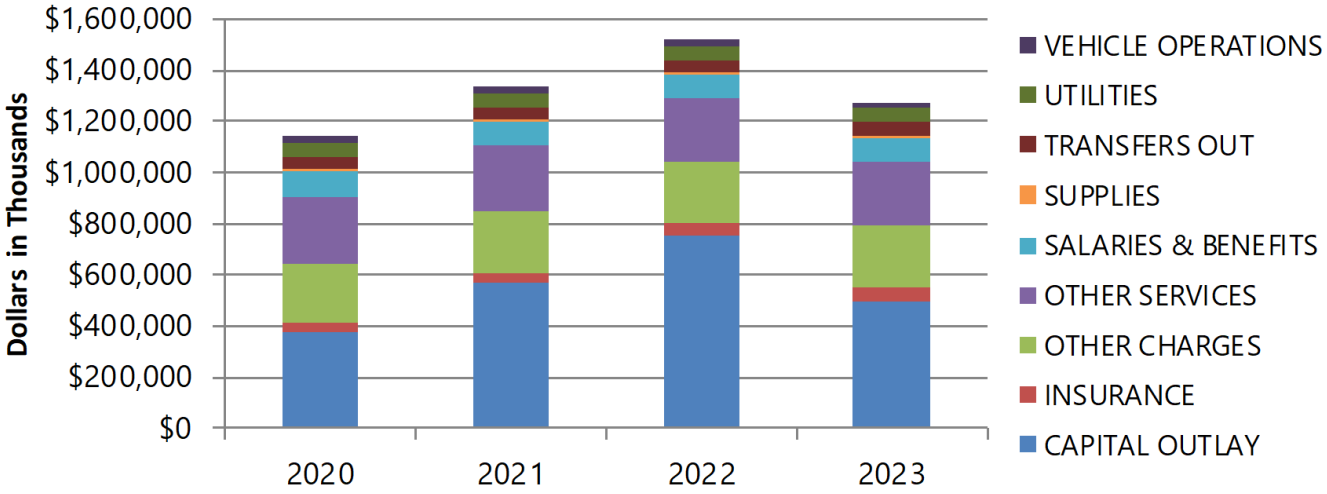
PARKING Introduction

It is the responsibility of the Mankato Parking services to provide public parking that is reliable, safe, efficient, cost-effective, customer focused, and environmentally responsible manner. This profile will provide a detailed overview of Parking. The goal is to support existing business development and foster new growth within the City Center and neighborhood business.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	1,755	0	2,000	2,000	0	2,000.0
FEDERAL GRANTS	750	0	0	0	0	0.0
FINES & FORFEITURES	19,805	17,092	60,000	60,000	0	60,000.0
INTERFUND TRANSFER	372,099	200,000	377,000	975,000	159	736,000.0
INVESTMENT INCOME	28,315	0	2,000	2,000	0	2,000.0
MISCELLANEOUS	7,984	3,962	12,500	12,500	0	12,500.0
SALES	87,694	37,455	121,000	105,500	-13	105,500.0
SPECIAL ASSESSMENTS	342,958	0	362,000	362,000	0	362,000.0
STATE GRANTS	145	0	0	0	0	0.0
Total	**861,504**	**258,508**	**936,500**	**1,519,000**	**62**	**1,280,000**
EXPENDITURES						
CAPITAL OUTLAY	0	12,105	565,000	750,000	33	500,000.0
INSURANCE	32,710	26,808	44,000	46,000	5	46,750.0
OTHER CHARGES	995,833	60,473	236,560	240,402	2	240,675.0
OTHER SERVICES	209,254	82,555	256,302	256,802	0	256,902.0
SALARIES & BENEFITS	106,814	34,200	97,422	88,129	-10	92,686.0
SUPPLIES	5,206	10,398	6,150	6,150	0	6,150.0
TRANSFERS OUT	46,880	48,286	48,286	49,735	3	51,227.0
UTILITIES	51,928	31,031	56,000	56,000	0	56,000.0
VEHICLE OPERATIONS	19,387	10,464	29,740	23,933	-20	23,933.0
Total	**1,468,013**	**316,321**	**1,339,460**	**1,517,151**	**13**	**1,274,323**
Net Income (Loss)	**(606,509)**	**(57,813)**	**(402,960)**	**1,849**	**133**	**5,677**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
FACILITIES TEC (PARKING)	1.00	1.00	1.00	100,089	88,129	92,686
Subtotal	**1.00**	**1.00**	**1**	**100,089**	**88,129**	**92,686**
PART-TIME						
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(2,667)	0	0
Subtotal	**0.00**	**0.00**	**0**	**(2,667)**	**0**	**0**
Total	**1.00**	**1.00**	**1**	**97,422**	**88,129**	**92,686**

City of Mankato

Leading the way...

SALES TAX

SALES TAX Introduction

This fund accounts for all activity associated with collecting and expending Sales Tax dollars.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
INTERFUND TRANSFER	916,295	0	975,000	242,000	-75	30,000.0
INVESTMENT INCOME	27,857	0	12,000	5,000	-58	5,000.0
TAXES	5,459,167	2,895,179	4,300,000	5,500,000	28	5,620,000.0
Total	**6,403,319**	**2,895,179**	**5,287,000**	**5,747,000**	**9**	**5,655,000**
EXPENDITURES						
DS - PRINCIPAL	0	2,070,000	2,070,000	2,080,000	0	2,160,000.0
OTHER CHARGES	3,247,846	487,299	881,700	931,105	6	933,889.0
OTHER SERVICES	8,694	28,625	5,000	5,000	0	5,000.0
TRANSFERS OUT	2,026,795	750,000	2,330,000	2,730,000	17	2,556,000.0
Total	**5,283,335**	**3,335,924**	**5,286,700**	**5,746,105**	**9**	**5,654,889**
Net Income (Loss)	**1,119,984**	**(440,745)**	**300**	**895**	**(129)**	**111**

Expense Snapshot



City of MANKATO

Leading the way...

CIVIC CENTER

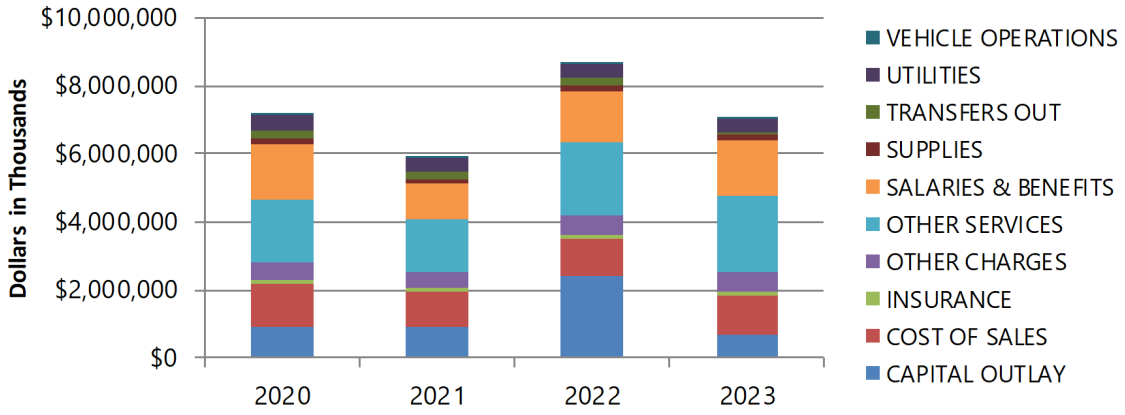
CIVIC CENTER Introduction

Within the Enterprise Fund, the Civic Center brings a diverse level of activity to Mankato and the surrounding region. This profile with provide a detailed overview of the Civic Center. From WCHA Hockey, country and rock concerts, to performing arts and comedy, the arena can accommodate up to 7,300 patrons. In addition, exhibition space and meeting room options are utilized for receptions or large weddings, as well as expos and conventions. Civic Center staff endeavor to meet or exceed every client's expectations by making each event a special one. Staff is dedicated to being responsive to each client's needs, open to their requests, innovative in their delivery of service, and efficient in performance of their duties.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	(47,459)	(92,002)	88,800	237,500	167	253,300.0
FEDERAL GRANTS	157,012	0	0	185,000	0	160,000.0
INTERFUND TRANSFER	2,355,780	605,780	875,780	2,478,780	183	816,780.0
INVESTMENT INCOME	24,290	(112)	33,600	15,300	-54	15,400.0
MISCELLANEOUS	145,325	25,557	608,929	1,106,900	82	1,175,700.0
RENTAL INCOME	1,165,037	587,740	1,487,380	1,404,080	-6	1,282,600.0
SALES	1,083,085	88,329	2,491,138	2,619,715	5	2,769,334.0
STATE GRANTS	1,224	450,000	0	1,400	0	1,400.0
TAXES	629,718	204,919	592,000	626,300	6	665,500.0
Total	**5,514,013**	**1,870,211**	**6,177,627**	**8,674,975**	**40**	**7,140,014**
EXPENDITURES						
CAPITAL OUTLAY	0	77,302	887,000	2,390,000	169	650,000.0
COST OF SALES	468,482	29,401	1,045,304	1,127,600	8	1,197,900.0
INSURANCE	81,787	46,080	99,000	102,300	3	103,900.0
OTHER CHARGES	483,754	239,591	470,300	569,041	21	571,687.0
OTHER SERVICES	703,110	152,077	1,556,728	2,130,900	37	2,246,500.0
SALARIES & BENEFITS	820,298	392,516	1,032,693	1,530,965	48	1,614,110.0
SUPPLIES	137,615	20,516	147,500	150,500	2	157,400.0
TRANSFERS OUT	1,098,368	230,154	225,885	232,385	3	78,903.0
UTILITIES	374,576	196,463	432,000	399,700	-7	399,700.0
VEHICLE OPERATIONS	42,614	20,082	46,163	40,551	-12	40,550.7
Total	**4,210,602**	**1,404,181**	**5,942,573**	**8,673,942**	**46**	**7,060,651**
Net Income (Loss)	**1,303,411**	**466,030**	**235,053**	**1,033**	**111**	**79,363**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ACCOUNTANT I (ACCTS PAYABLE)	0.00	1.00	1.00	0	84,606	88,627
CIVIC CENTER CO-DIRECTOR	2.00	2.00	2.00	359,416	378,554	396,003
EVENT SALES & SERVICES ASSTNT	0.00	1.00	1.00	0	84,269	88,360
EVENTS COORDINATOR	2.00	1.00	1.00	187,839	98,618	103,489
EVENTS OPS & LOGIST SPECIALIS	0.00	1.00	1.00	0	84,050	88,130
HOSPITALITY MANAGER	0.00	1.00	1.00	0	116,376	122,468
HUMAN RESOURCES GENERALIST	0.00	0.20	0.20	0	18,622	19,538
MAINTENANCE REPAIRPERSON (CC)	1.00	0.50	0.50	90,445	46,986	48,982
MARKETING & TCKT OFCSPECIALIST	0.00	1.00	1.00	0	84,050	88,130
OPERATIONS & SECRTY SPECIALIST	0.00	1.00	1.00	0	101,151	106,025
OPERATIONS SUPERVISOR	1.00	0.50	0.50	107,692	57,416	60,330
PRODUCTION/TECHNICAL SPECIALIS	1.00	1.00	1.00	82,055	86,634	90,916
TICKET OFFICE SPECIALIST	1.00	1.00	1.00	88,779	93,111	95,970
Subtotal	**8.00**	**12.20**	**12**	**916,226**	**1,334,443**	**1,396,968**
PART-TIME						
	0.00	0.00	0.00	0	72,751	72,751
EVENTS SERVICES AIDE (PT)	0.00	0.73	0.73	0	32,040	34,518
OPERATIONS AIDE (PT)	0.00	1.73	2.00	0	80,216	98,358
PT, TEMP, INTERN	0.00	0.00	0.00	77,819	0	0
Subtotal	**0.00**	**2.46**	**3**	**77,819**	**185,007**	**205,627**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	27,133	0	0
	0.00	0.00	0.00	11,515	11,515	11,515
Subtotal	**0.00**	**0.00**	**0**	**38,648**	**11,515**	**11,515**
Total	**8.00**	**14.66**	**15**	**1,032,693**	**1,530,965**	**1,614,110**

Service Objectives

Vetterstone Amphitheatre and Riverfront Park

- Produce a comprehensive Riverfront Park strategy that provides clarity about near term clarity on the type of events that the Amphitheater should target relative to the optimal attendance size, maximizing use of the amenity for events, accommodating and balancing related year round use as a public park, and aligning capital investment, layout, and other operational plans with the Strategic Plan. This may require some planning/design funds and will necessitate creation of a staff advisory committee including Community Development, Parks, Engineering, and Verizon Center staff to assure a viable product.

Sound/Noise Policy

- Create a formal noise policy that clearly articulates standards, expectations, measuring/monitoring and other operational practices, sets appropriate community expectations, and provides a procedure for reporting concerns and timeframe for follow-up. Assure that the finalized policy and procedures are available on the City and Verizon Center websites and available to city staff and the public in other formats so that questions can be answered and issues addressed in a timely consistent manner.

Facility Maintenance Management

- Review current practice and make recommendations on whether to centralize certain aspects of maintenance within the Facilities Division, clearly outline responsibilities by maintenance activity, and place related improvement projects within appropriate funds with associated transfers.

Financial Sustainability

- Strive to assure each produced event is memorable for all patrons, generates economic value to the region, positive cash flow for each venue, a diversity of events that provide exposure to the region and quality experiences for residents.
- Review mutli-year operational and capital plans to determine necessary funding levels to cash-flow facilities while providing capacity to grow and expand the return on investment on events, with an eye for determining whether an increase in Food and Beverage Tax would benefit the overall pro forma of the Verizon Center and related operations.

5-Year Fund Projection

August 16th, 2021	Budget 2021		Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Comments
Civic Center Operations Revenue:								
Food & Beverage Tax	592,000		626,300	665,500	715,500	729,800	746,400	
Intergovernmental	-		186,400	161,400	-	-	-	
Club / Suite / Sponsorship	483,450		421,700	434,000	447,000	455,900	465,000	
Catering	720,000		766,900	814,800	839,200	856,000	873,100	
Commissions	165,600		193,515	205,634	211,800	216,000	220,300	
Ticketing & Show	393,288		519,600	552,800	569,400	580,800	592,400	
Food & Beverage Revenue	1,078,400		1,183,900	1,257,900	1,335,600	1,377,700	1,423,000	
Interest & Miscellaneous	24,800		5,900	6,000	6,200	6,300	6,400	
Rent	1,251,380		1,201,880	1,067,800	1,119,800	1,142,200	1,165,000	
Reimbursed Costs	580,929		1,078,100	1,145,400	1,179,800	1,203,400	1,227,500	
Parking	-		-	-	-	-	-	
Transfers	-		100,000	100,000	100,000	100,000	100,000	
Total Civic Center Operations Revenue	5,289,847		6,284,195	6,411,234	6,524,300	6,668,100	6,819,100	
Civic Center Operations Expenditures:								
Personal Services	1,032,693		1,530,965	1,614,110	1,662,500	1,712,400	1,763,800	
Supplies	139,500		135,400	141,300	144,100	147,000	149,900	
COGS Food & Beverage	333,304		375,800	399,200	407,200	412,300	420,500	
COGS Catering	720,000		766,900	814,800	839,200	856,000	873,100	
Legal & Banking	42,500		47,700	50,600	51,600	52,600	53,700	
Event Expenses	740,664		1,220,300	1,296,300	1,292,200	1,318,000	1,344,400	
Temp Staffing	615,414		644,500	672,600	680,100	693,700	707,600	
Club / Suite / Fulfillment	21,900		36,700	39,000	39,800	40,600	41,400	
General / Office	143,750		171,300	177,400	180,900	184,500	188,200	
Advertising	-		-	-	-	-	-	
Insurance	99,000		102,300	103,900	106,000	108,100	110,300	
Utilities	474,000		462,700	464,800	474,100	483,600	493,300	
Maintenance / Repair	260,000		342,400	342,400	346,200	353,100	360,200	
Administrative Charges and Transfers	277,068		291,197	294,241	300,100	306,100	312,200	
Transfers	155,780		155,780	-	-	-	-	
Total Civic Center Operations Expenditures:	5,055,573		6,283,942	6,410,651	6,524,000	6,668,000	6,818,600	
Income or (Loss)	234,273		253	583	300	100	500	
Fund Balance - January 1	(8,428,518)		(8,194,244)	(8,193,992)	(8,193,408)	(8,193,108)	(8,193,008)	
Income or Loss	234,273		253	583	300	100	500	
Fund Balance - December 31	(8,194,244)		(8,193,992)	(8,193,408)	(8,193,108)	(8,193,008)	(8,192,508)	
Fund Balance as a % of Expenditures	0.00%		0.00%	0.00%	0.00%	0.00%		

City of Mankato

Leading the way...

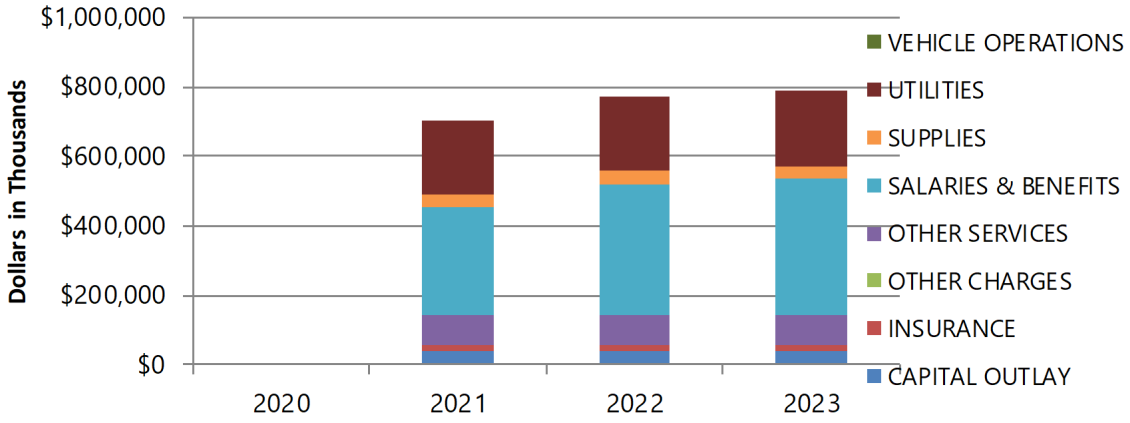
ALL SEASONS ARENA

ALL SEASONS ARENA Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
CHARGES FOR SERVICES	0	6,348	103,000	103,000	0	103,000.0
INTERFUND TRANSFER	0	0	0	64,000	0	78,000.0
INVESTMENT INCOME	0	0	2,000	2,000	0	2,000.0
LOCAL GRANTS	0	0	40,000	40,000	0	40,000.0
MISCELLANEOUS	0	23,739	21,000	21,000	0	21,000.0
RENTAL INCOME	0	270,250	543,000	543,000	0	543,000.0
Total	**0**	**300,337**	**709,000**	**773,000**	**9**	**787,000**
EXPENDITURES						
CAPITAL OUTLAY	0	0	40,000	40,000	0	40,000.0
INSURANCE	0	0	16,000	16,000	0	16,000.0
OTHER CHARGES	0	5,943	1,000	1,000	0	1,000.0
OTHER SERVICES	0	11,319	86,500	86,500	0	86,500.0
SALARIES & BENEFITS	0	120,586	309,476	376,888	22	391,158.0
SUPPLIES	0	2,251	37,000	37,000	0	37,000.0
UTILITIES	0	85,494	215,000	215,000	0	215,000.0
VEHICLE OPERATIONS	0	732	0	0	0	0.0
Total	**0**	**226,324**	**704,976**	**772,388**	**10**	**786,658**
Net Income (Loss)	**0**	**74,013**	**4,024**	**612**	**(22)**	**342**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
JARED LARSON	0.00	0.00	0.00	79,511	0	0
McKillipkc	0.00	0.00	0.00	42,126	0	0
OPERATIONS & SECRTY SPECIALIST	0.00	2.00	2.00	0	164,734	173,158
OPERATIONS SUPERVISOR	0.00	1.00	1.00	0	116,447	122,293
SHERMOCK LUCAS	0.00	0.00	0.00	48,603	0	0
Subtotal	**0.00**	**3.00**	**3**	**170,240**	**281,181**	**295,451**
PART-TIME						
PART-TIME ALL SEASONS ARENA PT	0.00	0.00	0.00	92,447	0	0
PT, TEMP, INTERN	0.00	0.00	0.00	0	95,707	95,707
Subtotal	**0.00**	**0.00**	**0**	**92,447**	**95,707**	**95,707**
FLEXIBLE STAFFING RESOURCES						
LARSON JARED	0.00	0.00	0.00	13,500	0	0
MCKILLIP KC	0.00	0.00	0.00	19,883	0	0
SHERMOCK LUCAS	0.00	0.00	0.00	13,406	0	0
Subtotal	**0.00**	**0.00**	**0**	**46,789**	**0**	**0**
Total	**0.00**	**3.00**	**3**	**309,476**	**376,888**	**391,158**

City of Mankato

Leading the way...

BLUE EARTH COUNTY EDA - HOUSING

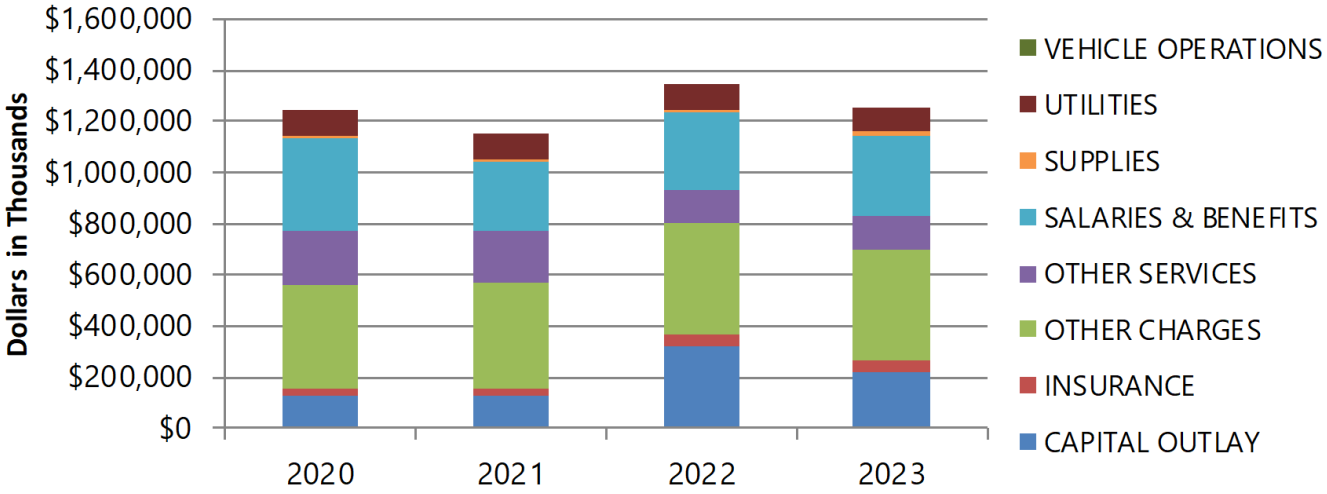
BLUE EARTH COUNTY EDA - HOUSING Introduction

Within the Enterprise Fund, Community Development is responsible for Economic Development, Transit, and Housing initiatives. This profile will provide a detailed overview of Housing in BEC. Housing manages federal and state housing and homeownership programs.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
FEDERAL GRANTS	672,413	342,447	742,200	933,700	26	833,700.0
INTERFUND TRANSFER	0	0	107,997	74,000	-31	84,000.0
INVESTMENT INCOME	8,908	3,156	3,900	4,450	14	4,450.0
MISCELLANEOUS	236,775	9,545	16,100	16,100	0	16,100.0
RENTAL INCOME	371,411	188,669	309,325	320,000	3	321,000.0
SALES	6,722	3,985	2,950	3,250	10	3,250.0
STATE GRANTS	106,046	27,220	73,860	0	-100	0.0
Total	**1,402,276**	**575,022**	**1,256,332**	**1,351,500**	**8**	**1,262,500**
EXPENDITURES						
CAPITAL OUTLAY	7,273	12,801	122,200	318,700	161	216,700.0
INSURANCE	31,276	375	31,010	48,700	57	48,700.0
OTHER CHARGES	654,169	222,973	411,758	431,158	5	431,158.0
OTHER SERVICES	186,462	61,861	209,293	133,233	-36	133,233.0
SALARIES & BENEFITS	291,522	124,908	267,451	301,759	13	314,270.0
SUPPLIES	8,425	4,291	8,950	11,950	34	11,950.0
UTILITIES	97,136	61,827	103,550	95,350	-8	95,350.0
VEHICLE OPERATIONS	17,596	7,511	0	0	0	0.0
Total	**1,293,859**	**496,546**	**1,154,212**	**1,340,850**	**16**	**1,251,361**
Net Income (Loss)	**108,417**	**78,476**	**102,120**	**10,650**	**(303)**	**11,139**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ASSOCIATE DIR OF HSING/ECON DE	0.21	0.21	0.21	29,674	31,735	33,352
COMMUNITY DEVELOPMENT SP	0.25	0.25	0.25	27,588	29,372	30,653
FACILITIES SUPERVISOR	0.00	0.25	0.25	0	30,243	31,810
HOUSING ASSISTANT	0.00	0.25	0.25	0	22,939	23,867
HOUSING COORDINATOR	0.18	0.18	0.18	24,237	25,844	27,132
HOUSING MAINTENANCE SUP	0.25	0.00	0.00	32,755	0	0
HSG SPECIALIST	0.27	0.27	0.27	31,668	33,901	34,879
HSG SPECIALIST (PBL HSG)	0.30	0.30	0.30	33,615	35,808	37,368
MAINTENANCE REPAIRPERSON (HSG)	0.97	0.97	0.97	87,914	91,917	95,209
Subtotal	**2.43**	**2.68**	**3**	**267,451**	**301,759**	**314,270**
PART-TIME						
FLEXIBLE STAFFING RESOURCES						
Total	**2.43**	**2.68**	**3**	**267,451**	**301,759**	**314,270**

MANKATO EDA - HOUSING

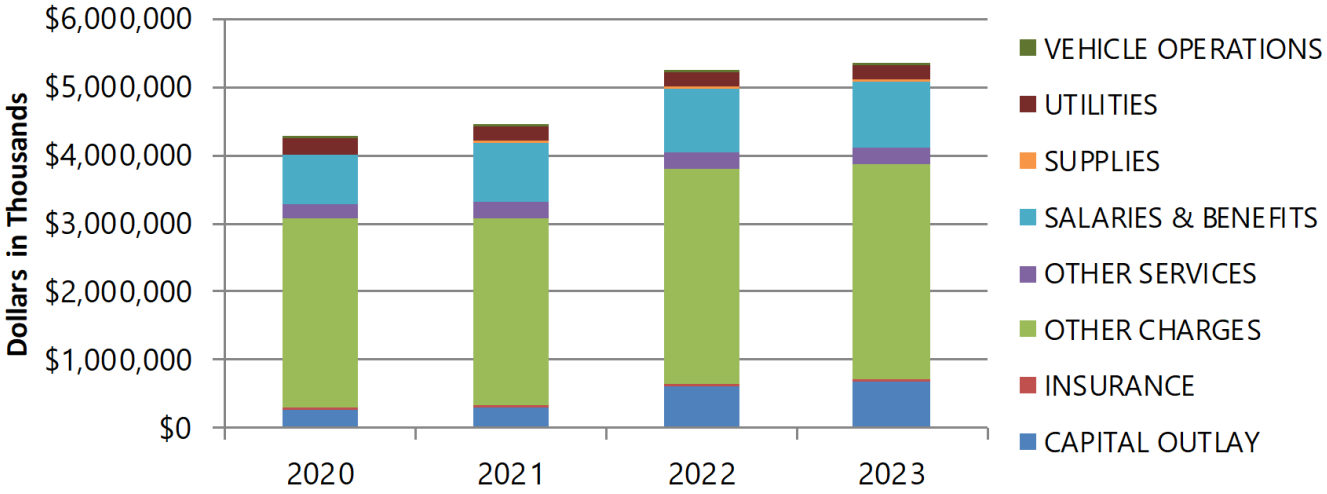
MANKATO EDA - HOUSING Introduction

Within the Enterprise Funds, Community Development is responsible for Economic Development, Transit, and Housing initiatives. This profile will provide a detailed overview of the Mankato EDA Housing Authority of which manages the federal and state housing and homeowners.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
FEDERAL GRANTS	3,507,954	1,714,515	3,392,028	4,171,586	23	4,244,086.0
INTERFUND TRANSFER	0	0	175,805	124,000	-29	157,000.0
INVESTMENT INCOME	8,870	3,331	4,700	5,500	17	5,500.0
MISCELLANEOUS	140,365	58,882	85,000	138,500	63	138,500.0
RENTAL INCOME	791,107	386,428	783,016	795,000	2	795,000.0
SALES	21,678	8,987	10,000	17,000	70	17,000.0
STATE GRANTS	1,493	0	0	57,299	0	57,299.0
Total	**4,471,468**	**2,172,143**	**4,450,549**	**5,308,885**	**19**	**5,414,385**
EXPENDITURES						
CAPITAL OUTLAY	0	92,075	285,200	596,500	109	669,000.0
INSURANCE	51,949	0	48,000	52,000	8	52,000.0
OTHER CHARGES	3,521,881	1,626,864	2,753,164	3,157,134	15	3,157,134.0
OTHER SERVICES	289,052	102,736	211,999	237,649	12	237,649.0
SALARIES & BENEFITS	825,013	405,806	881,524	934,049	6	971,904.0
SUPPLIES	24,652	13,404	23,500	24,000	2	24,000.0
UTILITIES	203,209	114,466	214,000	216,000	1	216,000.0
VEHICLE OPERATIONS	27,032	9,147	38,672	31,062	-20	31,061.6
Total	**4,942,788**	**2,364,499**	**4,456,059**	**5,248,394**	**18**	**5,358,749**
Net Income (Loss)	**(471,320)**	**(192,356)**	**(5,510)**	**60,491**	**11**	**55,636**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
ACCOUNTING CLERK	0.85	0.00	0.00	75,553	0	0
ASSOCIATE DIR OF HSING/ECON DE	0.30	0.30	0.30	44,516	47,602	50,026
COMMUNITY DEVELOPMENT SP	0.75	0.75	0.75	82,760	88,126	91,972
FACILITIES SUPERVISOR	0.00	0.75	0.75	0	90,723	95,424
HOUSING ASSISTANT	0.00	0.75	0.75	0	68,817	71,606
HOUSING COORDINATOR	0.82	0.82	0.82	110,404	117,724	123,593
HOUSING MAINTENANCE SUP	0.75	0.00	0.00	99,726	0	0
HSG SPECIALIST	1.73	1.73	1.73	202,921	217,293	223,563
HSG SPECIALIST (PBL HSG)	0.70	0.70	0.70	78,438	83,554	87,195
MAINTENANCE REPAIRPERSON (HSG)	2.03	2.03	2.03	184,728	193,007	199,919
Subtotal	**7.93**	**7.83**	**8**	**879,046**	**906,846**	**943,298**
PART-TIME						
REHAB./DEVELOPMENT SPECIALIST	1.00	1.00	1.00	25,620	27,203	28,606
Subtotal	**1.00**	**1.00**	**1**	**25,620**	**27,203**	**28,606**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(23,142)	0	0
Subtotal	**0.00**	**0.00**	**0**	**(23,142)**	**0**	**0**
Total	**8.93**	**8.83**	**9**	**881,524**	**934,049**	**971,904**



INTERNAL SERVICE FUNDS (7000)

INTERNAL SERVICE FUNDS (7000) Overview

Internal service funds account for the financing of goods and services provided by one governmental department to other departments on a cost reimbursements basis. Five functions make up internal service funds. Following are major revenue and expenditure changes related to various internal service sub funds:

Internal services: This fund accounts for the cost of providing administrative services to all functions of the city. Administrative Services Department include finance, budget, customer service (311), information technology. As well as the Human Resources Department, Public Information Department and City Manger's Office. Internal Service charges are billed based on a flat usage rate for services provided on a monthly basis.

The fiscal year 2022 and fiscal year 2023 funding transfers for administrative services remain consistent with 2020 levels after dropping approximately 9% during 2021 due to the COVID-19 pandemic.

Central insurance: This fund accounts for costs of the city's health insurance and self-insurance programs. Premiums are paid to the fund by benefiting funds. Health insurance claims are paid from this fund.

The fund uses revenue reimbursements from employee health insurance premium costs. In 2021, the annual premium was $27,600. Cost for 2022 is proposed at $28,704 per year, which is an additional $1,104 annually per employee at an increase of approximately 4% percent over 2021.

Major fund expenses include Blue Cross Blue Shield administration, direct payment of claims and stop loss reinsurance of catastrophic claims more than $250,000.

Central garage: This fund accounts costs to maintain the city's vehicle fleet. All city vehicles are assigned to this fund and users are charged a mileage rate. Maintenance rates and fuel charges remain stable; however, there is an increase in overall vehicle expenditures. It is believed that this increase better reflects the amount of maintenance performed and fuel used during a calendar year.

Equipment replacement fund: This fund provides the resources necessary to replace the city's major items of equipment when necessary. Users are charged a mileage or hourly rate and these charges are transferred into the equipment replacement fund.

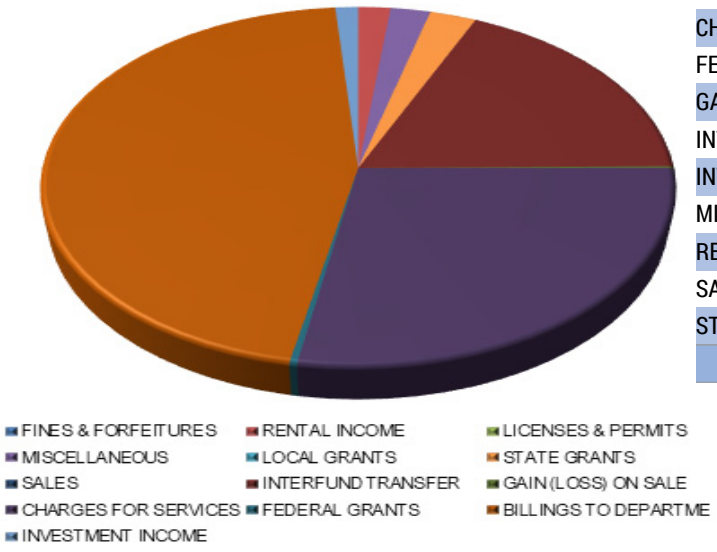
In 2018 there was no increase to the equipment depreciation rate. Twenty two pieces of equipment/vehicles are proposed to be either replaced (twenty pieces) or expanded (two pieces) to the fleet in 2022. Twenty-one pieces of equipment/vehicles are proposed to be either replaced (twenty pieces) or expanded (one piece) to the fleet in 2023.

Building facilities replacement: This fund is a source for anticipated costs to replace or perform major upkeep of existing building facilities. Designated fund-to-fund budgeted transfers have been established to provide adequate funding. Within this fund there are four specific accounts including Intergovernmental Center building capital replacement, parks capital replacement, public works capital replacement and public safety capital replacement. Noteworthy projects in 2022 include the ISD77 HVAC upgrades and remodel for $175,000 which is paid for out of IGC capital, Pickleball improvements at Tourtellotte Park for $475,000, Trail Creek park improvement for $180,000 and $50,000 for Reconciliation Park which are all funded by parks capital.

Combined Fund Budget

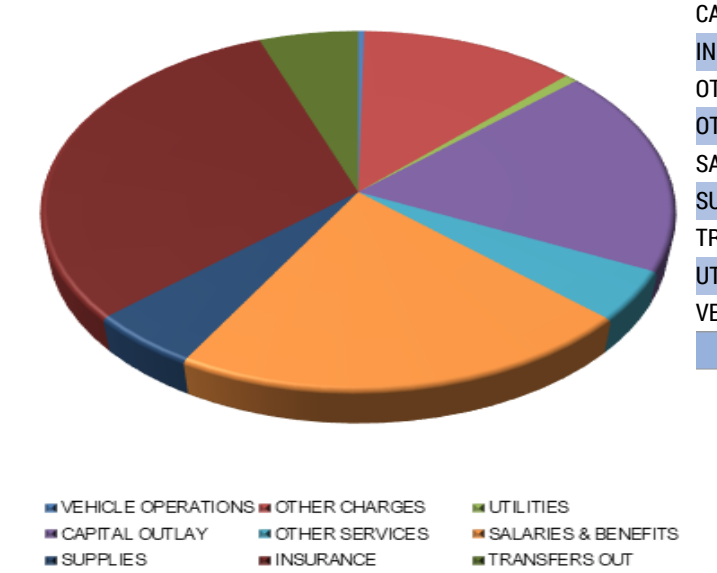
	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	12,541,669	5,884,167	12,451,083	12,809,817	3	13,189,545.0
CHARGES FOR SERVICES	7,781,236	3,433,680	7,358,000	7,820,000	6	8,050,000.0
FEDERAL GRANTS	648,134	0	100,000	100,000	0	100,000.0
GAIN (LOSS) ON SALE	74,623	81,132	40,000	40,000	0	40,000.0
INTERFUND TRANSFER	4,265,000	2,025,000	2,836,200	5,095,000	80	4,378,000.0
INVESTMENT INCOME	523,406	15,642	362,000	362,000	0	362,000.0
MISCELLANEOUS	818,770	273,633	1,254,000	634,000	-49	634,000.0
RENTAL INCOME	500,749	249,693	476,750	511,458	7	511,660.4
SALES	30	30	1,000	1,000	0	1,000.0
STATE GRANTS	174,743	0	1,019,800	739,000	-28	467,000.0
Total	**27,328,361**	**11,962,977**	**25,898,833**	**28,112,275**	**8.5**	**27,733,205**
EXPENDITURES						
CAPITAL OUTLAY	0	959,681	3,474,200	5,029,800	45	4,197,800.0
INSURANCE	7,348,977	3,481,728	8,435,750	8,277,600	-2	8,280,600.0
OTHER CHARGES	4,505,784	1,065,241	2,830,866	3,288,088	16	3,302,579.0
OTHER SERVICES	1,367,486	551,308	1,486,270	1,229,911	-17	1,219,411.0
SALARIES & BENEFITS	5,928,700	2,536,181	5,457,863	5,839,746	7	6,248,885.0
SUPPLIES	1,665,207	815,075	1,345,750	1,378,750	2	1,390,150.0
TRANSFERS OUT	2,781,499	1,471,286	1,655,286	1,505,744	-9	1,506,215.0
UTILITIES	168,573	91,493	270,750	192,750	-29	192,750.0
VEHICLE OPERATIONS	99,436	49,832	78,598	92,056	17	96,597.5
Total	**23,865,661**	**11,021,825**	**25,035,333**	**26,834,445**	**7.2**	**26,434,988**
Net Income (Loss)	**3,462,701**	**941,153**	**863,500**	**1,277,830**	**(11.4)**	**1,298,218**

2022 Combined Fund Budget Revenues



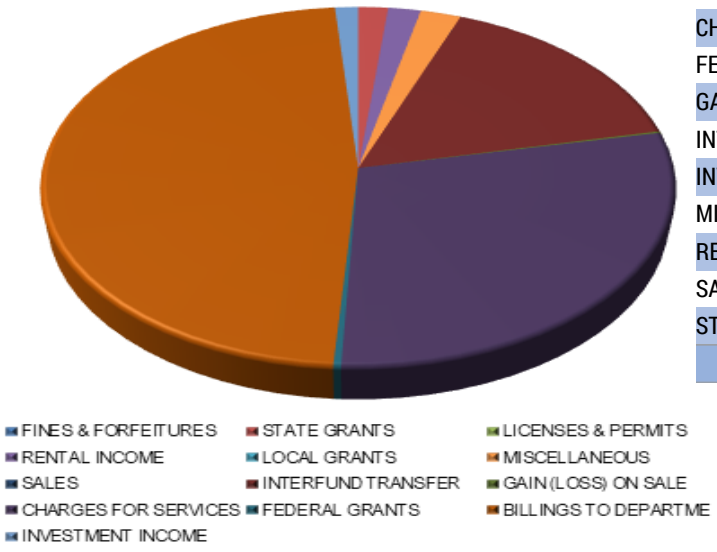
BILLINGS TO DEPARTME	$12,809,817
CHARGES FOR SERVICES	$7,820,000
FEDERAL GRANTS	$100,000
GAIN (LOSS) ON SALE	$40,000
INTERFUND TRANSFER	$5,095,000
INVESTMENT INCOME	$362,000
MISCELLANEOUS	$634,000
RENTAL INCOME	$511,458
SALES	$1,000
STATE GRANTS	$739,000
Total	**$28,112,275**

2022 Combined Fund Budget Expenditures



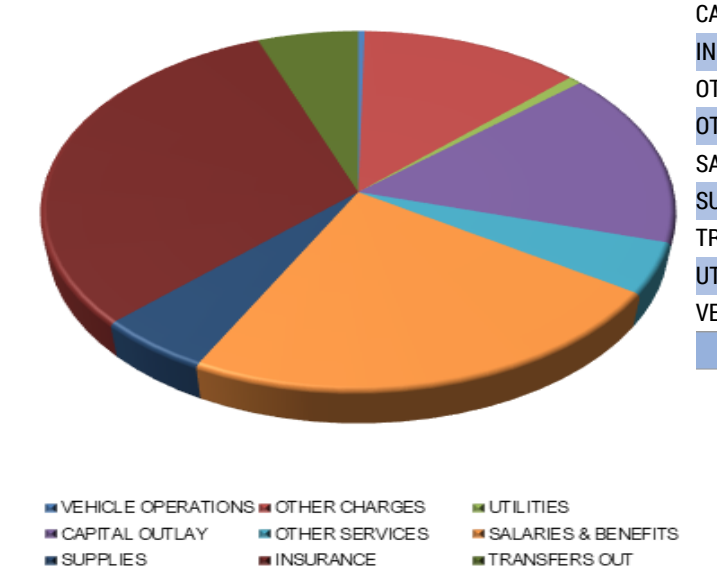
CAPITAL OUTLAY	$5,029,800
INSURANCE	$8,277,600
OTHER CHARGES	$3,288,088
OTHER SERVICES	$1,229,911
SALARIES & BENEFITS	$5,839,746
SUPPLIES	$1,378,750
TRANSFERS OUT	$1,505,744
UTILITIES	$192,750
VEHICLE OPERATIONS	$92,056
Total	**$26,834,445**

2023 Combined Fund Budget Revenues



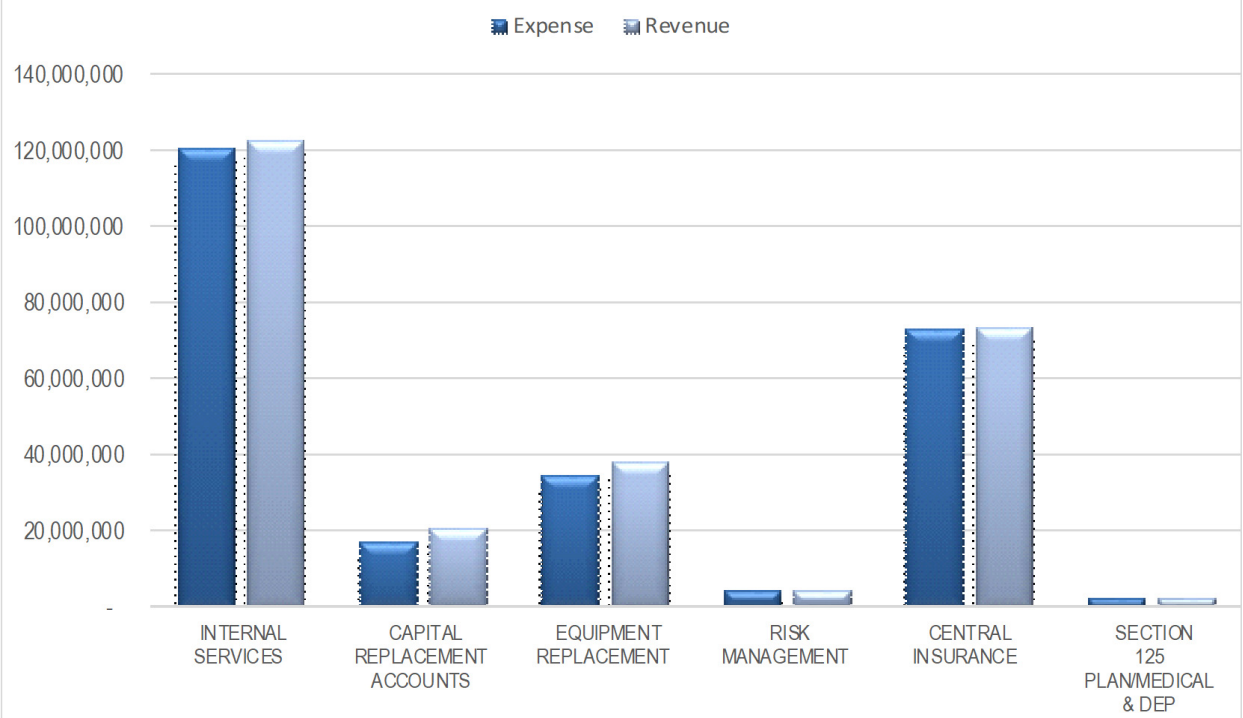
BILLINGS TO DEPARTME	$13,189,545
CHARGES FOR SERVICES	$8,050,000
FEDERAL GRANTS	$100,000
GAIN (LOSS) ON SALE	$40,000
INTERFUND TRANSFER	$4,378,000
INVESTMENT INCOME	$362,000
MISCELLANEOUS	$634,000
RENTAL INCOME	$511,660
SALES	$1,000
STATE GRANTS	$467,000
Total	**$27,733,205**

2023 Combined Fund Budget Expenditures

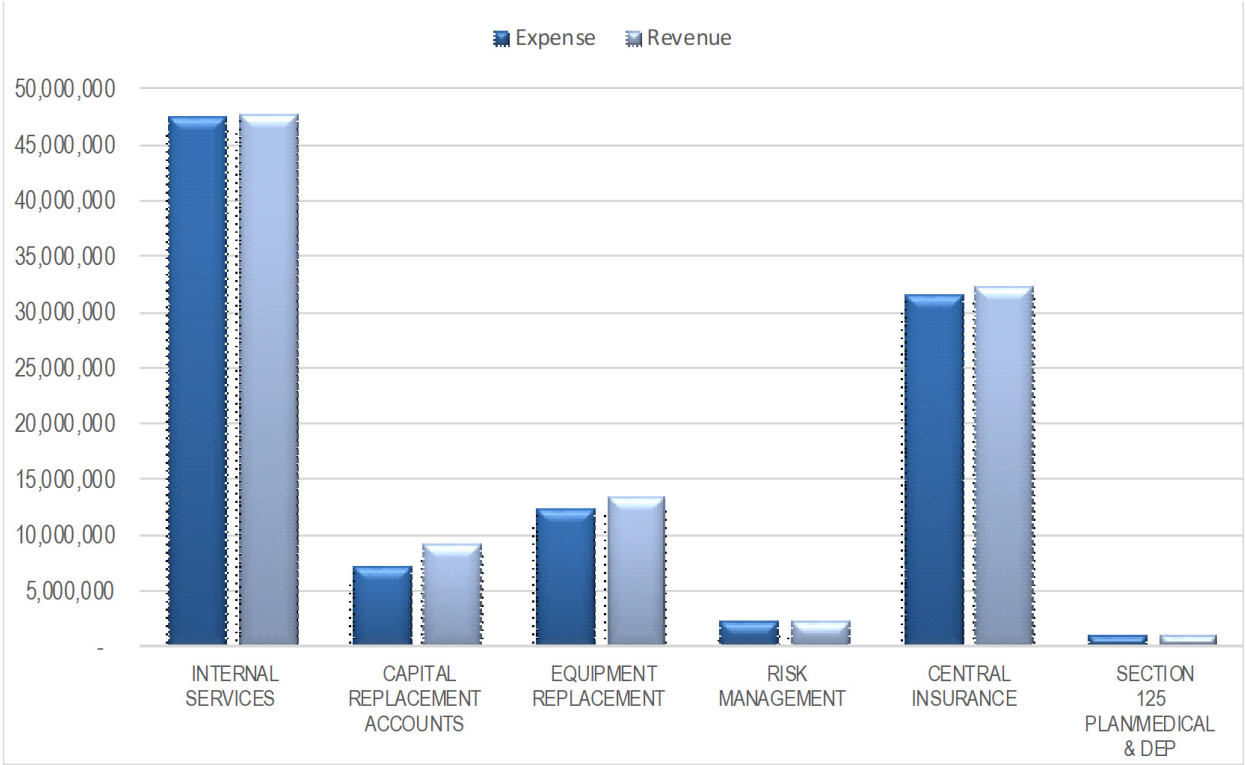


CAPITAL OUTLAY	$4,197,800
INSURANCE	$8,280,600
OTHER CHARGES	$3,302,579
OTHER SERVICES	$1,219,411
SALARIES & BENEFITS	$6,248,885
SUPPLIES	$1,390,150
TRANSFERS OUT	$1,506,215
UTILITIES	$192,750
VEHICLE OPERATIONS	$96,598
Total	**$26,434,988**

2022 Revenue vs. Expense by Service Area



2023 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
INTERNAL SERVICE FUNDS							
INTERNAL SERVICES							
CENTRAL GARAGE OPERATIONS	610,000	1,350,981	759,000	1,360,911	24.4	0.7	(601,911)
CENTRAL GARAGE FLEET SUPPLY	0	627,191	0	648,411	0.0	3.4	(648,411)
CENTRAL GARAGE PARTS & FUEL	2,622,374	1,004,184	2,622,374	1,004,184	0.0	0.0	1,618,190
PW FACILITIES BLDG & GROUNDS	618,485	867,655	618,688	986,287	0.0	13.7	(367,600)
COUNCIL / MANAGER	7,105,000	1,871,313	7,324,000	1,926,170	3.1	2.9	5,397,830
IGC BUILDINGS & GROUNDS	149,468	875,084	149,468	887,170	0.0	1.4	(737,702)
PUBLIC INFORMATION	0	446,602	0	480,497	0.0	7.6	(480,497)
HUMAN RESOURCES	0	825,409	0	857,439	0.0	3.9	(857,439)
FINANCE	737,000	874,804	737,000	897,419	0.0	2.6	(160,419)
INFORMATION TECHNOLOGY	74,000	2,496,659	74,000	2,595,534	0.0	4.0	(2,521,534)
CUSTOMER SERVICE-311	0	616,040	0	639,635	0.0	3.8	(639,635)
Subtotal	**11,916,327**	**11,855,922**	**12,284,529**	**12,283,658**	**3.1**	**3.6**	**872**
CAPITAL REPLACEMENT ACCOUNTS							
BUILDING CAPITAL REPLACEMENT	5,000	0	5,000	0	0.0	0.0	5,000
PUBLIC SAFETY FACILITIES	559,505	405,000	559,505	450,000	0.0	11.1	109,505
PUBLIC WORKS CAPITAL REPL	848,000	475,000	550,000	405,000	(35.1)	(14.7)	145,000
IGC CAPITAL REPLACEMENT	375,000	345,000	280,000	280,000	(25.3)	(18.8)	0
PARKS CAPITAL REPLACEMENT	1,290,000	1,315,000	625,000	572,500	(51.6)	(56.5)	52,500
PUBLIC SAFETY EQUIPMENT	165,000	162,000	115,000	114,000	(30.3)	(29.6)	1,000
PUBLIC SAFETY APPARATUS	264,000	0	264,000	0	0.0	0.0	264,000
INFO TECH CAPITAL REPLACEMENT	552,000	440,000	630,000	630,000	14.1	43.2	0
Subtotal	**4,058,505**	**3,142,000**	**3,028,505**	**2,451,500**	**(25.4)**	**(22.0)**	**577,005**
EQUIPMENT REPLACEMENT							
EQUIPMENT REPLACEMENT	3,100,443	3,055,238	3,007,171	2,916,602	(3.0)	(4.5)	90,569
Subtotal	**3,100,443**	**3,055,238**	**3,007,171**	**2,916,602**	**(3.0)**	**(4.5)**	**90,569**

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
RISK MANAGEMENT							
RISK MANAGEMENT	335,000	325,976	335,000	326,088	0.0	0.0	8,912
Subtotal	**335,000**	**325,976**	**335,000**	**326,088**	**0.0**	**0.0**	**8,912**
CENTRAL INSURANCE							
CENTRAL INSURANCE	8,427,000	8,180,309	8,803,000	8,182,140	4.5	0.0	620,860
Subtotal	**8,427,000**	**8,180,309**	**8,803,000**	**8,182,140**	**4.5**	**0.0**	**620,860**
SECTION 125 PLAN/MEDICAL & DEP							
SECTION 125 PLAN / MEDICAL & D	275,000	275,000	275,000	275,000	0.0	0.0	0
Subtotal	**275,000**	**275,000**	**275,000**	**275,000**	**0.0**	**0.0**	**0**
Total	**28,112,275**	**26,834,445**	**27,733,205**	**26,434,988**	**(1.3)**	**(1.5)**	**1,298,218**

Personnel by Service Area

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
INTERNAL SERVICE FUNDS						
INTERNAL SERVICES						
Full-Time	47.50	54.25	55.25	4,853,787	5,710,486	6,118,383
Part-Time	0.00	0.00	0.00	6,924	73,679	73,679
Flexible Staffing Resources	0.00	0.00	0.00	54,694	55,581	56,823
Subtotal	**47.50**	**54.25**	**55**	**4,915,405**	**5,839,746**	**6,248,885**
Total	**47.50**	**54.25**	**55**	**4,915,405**	**5,839,746**	**6,248,885**

Capital Outlay

	Quantity	Price	Total Price
EQUIPMENT REPLACEMENT			
MACHINERY & EQUIPMENT			
2022 - GPS CHARGES	1	60,000	60,000
2022 - New Class 400 Bus	1	34,000	34,000
2022 - New Trailer	1	25,000	25,000
2022 - Replacement #10/922 F150 XL 4 X 4	1	50,000	50,000
2022 - Replacement #140 2256ALKET	1	25,000	25,000
2022 - Replacement #40 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #41 POLICE UTILITY 4 X 4	1	68,000	68,000

	Quantity	Price	Total Price
2022 - Replacement #4123 PICKUP 3/4 TON 4X4	1	50,000	50,000
2022 - Replacement #416 LT-8501	1	500,000	500,000
2022 - Replacement #42 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #43 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #4315 F-250 SUPER CAB	1	45,000	45,000
2022 - Replacement #44 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #4403 RAM-250	1	45,000	45,000
2022 - Replacement #45 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #46 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #47 POLICE UTILITY 4 X 4	1	68,000	68,000
2022 - Replacement #6109 624K LOADER	1	240,000	240,000
2022 - Replacement #7528 Bush Hog Pull Mower	1	25,000	25,000
2022 - Replacement #7590 WORKMAN GROOMER Hauler Truck	1	32,000	32,000
2022 - Replacement #7903 SJIII3219	1	25,000	25,000
2022 - Replacement #826 16 PASSENGER/2 WHEELCHAIR BUS	1	34,000	34,000
2022 - Replacement #863 35 PASSENGER BUS	1	113,000	113,000
2022 - Replacement #921 EXTEND CAB 4X4	1	40,000	40,000
2023 - GPS CHARGES	1	60,000	60,000
2023 - New Zodiak Boat	1	50,000	50,000
2023 - Replacement #126 ROLLER RUBBER TIRE	1	50,000	50,000
2023 - Replacement #2409 SMALL SUV	1	45,000	45,000
2023 - Replacement #27 POLICE UTILITY 4X4	1	68,000	68,000
2023 - Replacement #28 POLICE UTILITY 4X4	1	68,000	68,000
2023 - Replacement #29 POLICE UTILITY 4X4	1	68,000	68,000

	Quantity	Price	Total Price
2023 - Replacement #30 POLICE UTILITY 4X4	1	68,000	68,000
2023 - Replacement #4140 CHEVY SILVERADO ONE TON 4X4 EXT CAB	1	50,000	50,000
2023 - Replacement #4513 1/2 TON 4X4	1	45,000	45,000
2023 - Replacement #48 POLICE UTILITY 4X4	1	68,000	68,000
2023 - Replacement #5109 2 1/2 TON DIESEL	1	250,000	250,000
2023 - Replacement #5409 SUPERDUTY TRUCK	1	80,000	80,000
2023 - Replacement #6 POLICE UTILITY 4X4	1	68,000	68,000
2023 - Replacement #6110 LOADER - LARGE	1	240,000	240,000
2023 - Replacement #6230 AG. TRACTOR - LARGE	1	95,000	95,000
2023 - Replacement #6520 LOADER/BOBCAT	1	61,000	61,000
2023 - Replacement #6523 LOADER/BOBCAT (TOOLCAT)	1	52,500	52,500
2023 - Replacement #7520 BRUSH CHIPPER	1	66,000	66,000
2023 - Replacement #7521 PULL MOWER	1	20,000	20,000
2023 - Replacement #861 35 PASSENGER BUS	1	113,000	113,000
2023 - Replacement #915 FULL SIZE UTILITY	1	60,000	60,000
Subtotal	**46**	**3,632,500**	**3,632,500**
IGC BUILDINGS & GROUNDS			
FURNITURE & EQUIPMENT			
2022 - Misc Furniture replacement	1	500	500
2023 - Misc Furniture replacement	1	500	500
Subtotal	**2**	**1,000**	**1,000**
IGC CAPITAL REPLACEMENT			
OTHER IMPROVEMENTS			
2022 - Intergovernmental Center - Building Exterior Cleaning & Repairs	1	30,000	30,000
2022 - Intergovernmental Center - Hydronics Rebalancing and Valve Replacement	1	140,000	140,000
2022 - Intergovernmental Center - ISD 77 Central Registration HVAC upgrades and remodel	1	175,000	175,000
2023 - Intergovernmental Center - Building Exterior Cleaning & Repairs	1	30,000	30,000
2023 - Intergovernmental Center - Exterior Door Replacement	1	50,000	50,000
2023 - Intergovernmental Center - Roof Top HVAC Unit #1 Replacement	1	200,000	200,000
Subtotal	**6**	**625,000**	**625,000**

	Quantity	Price	Total Price
INFO TECH CAPITAL REPLACEMENT			
OTHER IMPROVEMENTS-TECHNOLOGY			
2022 - Conference Room Technology	1	40,000	40,000
2022 - Fiber Communications Infrastructure Expansion and Maintenance	1	75,000	75,000
2022 - IT Security Solutions	1	50,000	50,000
2022 - Network Equipment Upgrades	1	45,000	45,000
2022 - Security Access Control System Upgrades and Expansion	1	25,000	25,000
2022 - Security Camera System Upgrades and Expansion	1	90,000	90,000
2022 - Server Virtualization Upgrades	1	50,000	50,000
2022 - User Data File Storage	1	40,000	40,000
2022 - Video Storage Solution	1	25,000	25,000
2023 - Conference Room Technology	1	40,000	40,000
2023 - EnerGov Software Phase 2. (Permits & Licenses)	1	215,000	215,000
2023 - Fiber Communications Infrastructure Expansion and Maintenance	1	75,000	75,000
2023 - IT Security Solutions	1	40,000	40,000
2023 - Network Equipment Upgrades	1	30,000	30,000
2023 - Security Access Control System Upgrades and Expansion	1	25,000	25,000
2023 - Security Camera System Upgrades and Expansion	1	95,000	95,000
2023 - Server Virtualization Environment Upgrades	1	25,000	25,000
2023 - Video Storage Solution	1	85,000	85,000
Subtotal	**18**	**1,070,000**	**1,070,000**
PARKS CAPITAL REPLACEMENT			
OTHER IMPROVEMENTS			
2022 - Alexander Park improvements Increased from $150k to $210k by NP 11/16/2021	1	210,000	210,000
2022 - Moccasin sculpture	1	50,000	50,000
2022 - Surface updates including court replacement and repair and Calendonia parking lot repair/replacement	1	400,000	400,000
2022 - Tourtellotte pickleball court improvements	1	475,000	475,000
2022 - Trail Creek Park	1	180,000	180,000
2023 - Erlandson Park improvements Bumped up from $200k to $210k on 11/16/2021 by NP	1	210,000	210,000
2023 - Lions Park improvements	1	125,000	125,000
2023 - Rasmussen Floating trail Note: total project costs $375,000; sales tax $187,500; CIP $187,500.	1	187,500	187,500
2023 - Shelter upgrades (annual allocation)	1	50,000	50,000
Subtotal	**9**	**1,887,500**	**1,887,500**
PUBLIC INFORMATION			
FURNITURE & EQUIPMENT			
2022 -	1	300	300
2023 -	1	300	300
Subtotal	**2**	**600**	**600**

	Quantity	Price	Total Price
PUBLIC SAFETY EQUIPMENT			
OTHER IMPROVEMENTS			
2022 - Public Safety radio replacement planning	1	50,000	50,000
2022 - Replace all fire SCBA (Self Contained Breathing Appratus). For cash reserves for 2031.	1	54,000	54,000
2022 - Replace tactical optics	1	13,000	13,000
2022 - Vehicle extrication equipment replacement (Cutters and Spreaders)	1	45,000	45,000
2023 - Public Safety radio replacement planning	1	50,000	50,000
2023 - Replace all fire SCBA (Self Contained Breathing Appratus). For cash reserves for 2031.	1	54,000	54,000
2023 - Vehicle extrication equipment replacement (cutters and spreaders)	1	10,000	10,000
Subtotal	**7**	**276,000**	**276,000**
PUBLIC SAFETY FACILITIES			
OTHER IMPROVEMENTS			
2022 - Fire Station #2 - Existing Townhome patios and landscaping	1	35,000	35,000
2022 - Fire Station #2 - LED Lighting Upgrade	1	20,000	20,000
2022 - Fire Station #3 - HVAC & Mechanical Replacement	1	125,000	125,000
2022 - Fire Station #3 - Landscaping replacement	1	25,000	25,000
2022 - Public Safety Center - Boiler Replacement	1	160,000	160,000
2022 - Public Safety Center - Patrol Office Furniture Replacement	1	15,000	15,000
2022 - Public Safety Center - Soft Water for Apparatus Bay Washing	1	25,000	25,000
2023 - Fire Station #2 - Roof Access Addition	1	50,000	50,000
2023 - Fire Station #3 - Paint Apparatus Bay Interior	1	60,000	60,000
2023 - Public Safety Center - Apparatus Bay apron concrete replacement	1	25,000	25,000
2023 - Public Safety Center - Fire Apparatus Bay Door Replacement	1	200,000	200,000
2023 - Public Safety Center - Parking Lot Reconstruction	1	100,000	100,000
2023 - Public Safety Center - Replace concrete stairs	1	15,000	15,000
Subtotal	**13**	**855,000**	**855,000**
PUBLIC WORKS CAPITAL REPL			
OTHER IMPROVEMENTS			
2022 - 117 Rogers Street - Window Replacement	1	20,000	20,000
2022 - Parks Restroom Maintenance	1	50,000	50,000
2022 - Public Works Center - Air Compressor Upgrade	1	20,000	20,000
2022 - Public Works Center - Asbestos Abatement	1	25,000	25,000
2022 - Public Works Center - Central Garage Wash Bay Upgrades	1	30,000	30,000
2022 - Public Works Center - Exterior Door Replacement	1	60,000	60,000
2022 - Public Works Center - Parks Cold Storage Roof Replacement	1	155,000	155,000
2022 - Public Works Center - Scissor Lift Replacement	1	65,000	65,000
2022 - Sibley Park - Leas Schwickert Bandshell Repairs	1	50,000	50,000
2023 - Land of Memories Park - Campground Office Replacement	1	35,000	35,000
2023 - Parks Restroom Maintenance	1	35,000	35,000
2023 - Public Works Center - Asbestos Abatement	1	25,000	25,000
2023 - Public Works Center - Eastern Fence Replacement	1	85,000	85,000
2023 - Public Works Center - Electrical Panel Upgrade	1	50,000	50,000

	Quantity	Price	Total Price
2023 - Sibley Park - Parks Storage Building Residing, Roof Replacement, and repairs	1	175,000	175,000
Subtotal	**15**	**880,000**	**880,000**
Total	**118**	**9,227,600**	**9,227,600**

CIP Fund Overview

Project Name	Project Year	Project Costs
INFO TECH CAPITAL REPLACEMENT		
2022		
Conference Room(s) Technology	2022	40,000
Fiber Communications Infrastructure Expansion and Maintenance	2022	75,000
Information Technology Security	2022	50,000
Network Equipment Upgrades	2022	45,000
Security Access Control System Upgrades and Expansion	2022	25,000
Security Camera System Upgrades and Expansion	2022	90,000
Server Virtualization Upgrades	2022	50,000
User Data File Storage	2022	40,000
Video Storage Solution	2022	25,000
Subtotal		**440,000**
2023		
Conference Room(s) Technology	2023	40,000
EnerGov Software Phase 2	2023	215,000
Fiber Communications Infrastructure Expansion and Maintenance	2023	75,000
Information Technology Security	2023	40,000
Network Equipment Upgrades	2023	30,000
Security Access Control System Upgrades and Expansion	2023	25,000
Security Camera System Upgrades and Expansion	2023	95,000
Server Virtualization Upgrades	2023	25,000
Video Storage Solution	2023	85,000
Subtotal		**630,000**
IGC CAPITAL REPLACEMENT FUND		
2022		
Intergovernmental Center - Hydronics Rebalancing and Valve Replacement	2022	140,000
Intergovernmental Center - ISD 77 Central Registration HVAC upgrades and remodel	2022	175,000
Intergovernmental Center Building Exterior Cleaning & Repairs	2022	30,000
Subtotal		**345,000**
2023		
Intergovernmental Center - Exterior Door Replacement	2023	50,000
Intergovernmental Center - Roof Top HVAC Unit #1 Replacement	2023	200,000
Intergovernmental Center Building Exterior Cleaning & Repairs	2023	30,000
Subtotal		**280,000**

Project Name	Project Year	Project Costs
PARKS CAPITAL REPLACEMENT FUND		
2022		
Alexander Park Improvements	2022	210,000
Parks Surface Upgrades	2022	400,000
Reconciliation Park	2022	50,000
Tourtellotte Park - Pickleball Improvements	2022	475,000
Trail Creek Park Improvements	2022	180,000
Subtotal		**1,315,000**
2023		
Erlandson Park Improvements	2023	210,000
Kearney Pond Park Improvements	2023	350,000
Lions Park Improvements	2023	125,000
Non-Facility Maintenance Upgrades	2023	50,000
Ramussen Floating Trail	2023	375,000
Shelter Improvements	2023	50,000
Subtotal		**1,160,000**
PUBLIC WORKS BUILDING REPLACEMENT FUND		
2022		
117 Rogers Street - Window Replacement	2022	20,000
Parks Restroom Maintenance	2022	50,000
Public Works Center - Air Compressor Replacement - 50% Public Works share	2022	20,000
Public Works Center - Asbestos Abatement	2022	25,000
Public Works Center - Central Garage Wash Bay Upgrades	2022	30,000
Public Works Center - Exterior Door Replacement	2022	60,000
Public Works Center - Parks Cold Storage Roof Replacement	2022	155,000
Public Works Center - Scissor Lift Replacement	2022	65,000
Sibley Park - Leas Schwickert Bandshell Repairs	2022	50,000
Subtotal	**18,198**	**475,000**
2023		
Land of Memories Park - Campground Office Replacement	2023	35,000
Parks Restroom Maintenance	2023	35,000
Public Works Center - Asbestos Abatement	2023	25,000
Public Works Center - Eastern Fence Replacmenet	2023	85,000
Public Works Center - Electrical Panel Upgrade	2023	50,000
Sibley Park - Parks Storage Building Residing & Repairs	2023	175,000
Subtotal	**12,138**	**405,000**
PUBLIC SAFETY BUILDING REPLACEMENT FUND		
2022		
Fire Station #2 - Existing Townhomes patios and landscaping	2022	35,000
Fire Station #3 - Landscaping replacement	2022	25,000
Fire Station 2 - LED Light Upgrade	2022	20,000
Fire Station 3 - HVAC Replacement	2022	125,000
Public Safety Center - Boiler Replacement	2022	160,000
Public Safety Center - Patrol Office Furniture Replacement	2022	15,000

Project Name	Project Year	Project Costs
Public Safety Center - Soft Water for Apparatus Bay Washing	2022	25,000
Subtotal	**14,154**	**405,000**
2023		
Fire Station #2 - Roof Access Addition	2023	50,000
Fire Station 3 - Paint Apparatus Bay Interior	2023	60,000
Fire Townhomes #2	2023	560,000
Public Safety Center - Apparatus Bay apron concrete replacement	2023	25,000
Public Safety Center - Fire Apparatus Bay Door Refurbishment	2023	200,000
Public Safety Center - Parking Lot Reconstruction	2023	100,000
Public Safety Center - Replace concrete stairs	2023	15,000
Subtotal	**14,161**	**1,010,000**
Total		**6,465,000**

Transfer Crosswalk

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
7010 - Central Garage Fund			
7010-501013-392020	50,000	1010-421012-507200	Transfer for Facilities Operations
7010-501013-392020	150,000	1010-1431011-507200	Transfer for Facilities Operations
7010-501013-392020	150,000	1010-452014-507200	Transfer for Facilities Operations
7010-501013-392020	100,000	6000-493000-507200	Transfer for Facilities Operations
7010-501013-392020	50,000	7020-505013-507200	Transfer for Facilities Operations
7010-501013-392020	50,000	7010-501010-507200	Transfer for Facilities Operations
7070-502012-392020	400,000	7010-501010-507200	Transfer for Facilities Capital Replacement
7020 - Administrative Services Fund			
2270-410011-392020	10,000	7020-505010-507200	Highway 14 Partnership Membership
6110-498210-392020	17,000	7020-505013-507200	Core Block Parking Assessment - IGC
6110-498210-392020	9,000	7020-505013-507200	Core Block Parking Assessment - Council Chambers
6110-498210-392020	4,000	7020-505013-507200	Core Block Parking Assessment - IGC Buildout
7070-502013-392020	200,000	7020-505013-507200	Transfer for Facilities Capital Replacement
7010-501013-392020	50,000	7020-505013-507200	Transfer for Facilities Operations Funding
7080-506000-392020	250,000	7020-505017-507200	Transfer for Technology Capital Replacement
7030 - Equipment Replacement Fund			
7030-503010-392020	500,000	6800-465028-507200	Transfer for PSC Lease Revenue Payment
7070-502011-392020	500,000	7030-503010-507200	Transfer for Facilities Capital Replacement
6102-498040-392020	156,000	7030-503010-507200	Transfer for Facilities Capital Replacement
7070 - Bldg Facilities Capital Replacement Fund			
7070-502011-392020	25,000	1010-421012-507200	Transfer for Facilities Capital Replacement
7070-502011-392020	500,000	7030-503010-507200	Transfer for Facilities Capital Replacement

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
7070-502012-392020	25,000	1010-431011-507200	Transfer for Facilities Capital Replacement
7070-502012-392020	25,000	1010-452014-507200	Transfer for Facilities Capital Replacement
7070-502012-392020	50,000	6000-493000-507200	Transfer for Facilities Capital Replacement
7070-502012-392020	50,000	6000-493000-507200	Transfer for Facilities Capital Replacement
7070-502012-392020	400,000	7010-501010-507200	Transfer for Facilities Capital Replacement
7070-502013-392020	200,000	7020-505013-507200	Transfer for Facilities Capital Replacement
7070-7502012-392020	350,000	1010-1410010-507200	Transfer for Salt Shed
7070-7502015-392020	27,500	1010-1421010-507200	Transfer for Public Safety Equipment Replacement
7070-7502015-392020	50,000	1010-1421011-507200	Transfer for Public Safety Equipment Replacement
7070-7502015-392020	27,500	1010-1422010-507200	Transfer for Public Safety Equipment Replacement
7070-7502016-392020	264,000	1010-1422010-507200	Transfer for Public Safety Apparatus
7070-7502014-392020	165,000	1010-1451011-507200	Transfer for Parks Capital Replacement
7070-7502014-392020	165,000	1010-1452011-507200	Transfer for Parks Capital Replacement
7070-7502014-392020	165,000	1010-1452012-507200	Transfer for Parks Capital Replacement
7080 - Technology Capital Replacement Fund			
7080-506000-392020	250,000	7020-505017-507200	Transfer for Technology Capital Replacement Funding

City of Mankato

Leading the way...

INTERNAL SERVICES

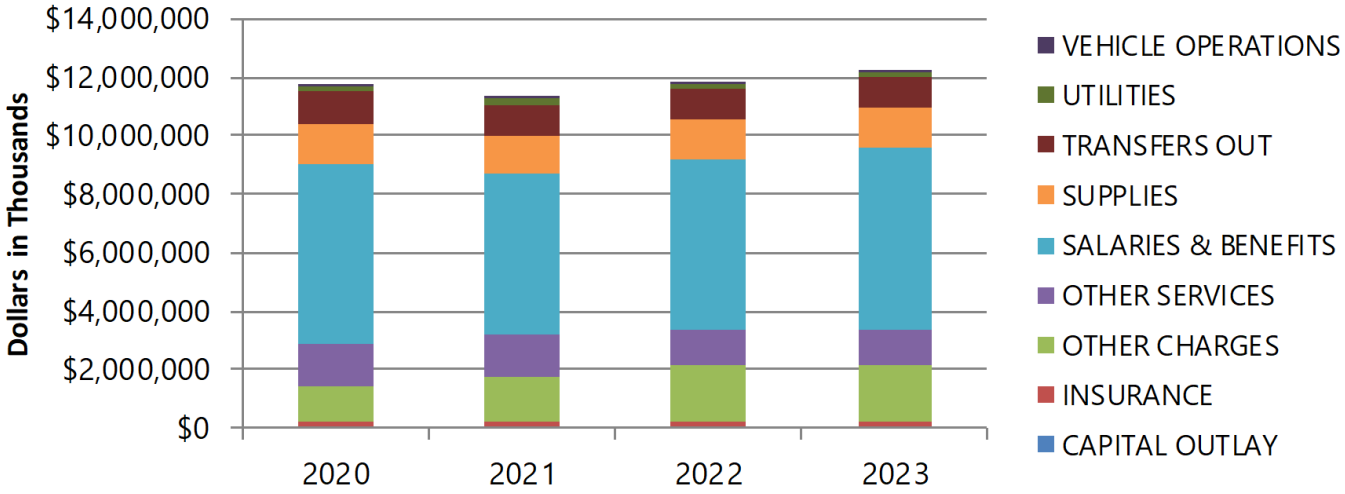
INTERNAL SERVICES Introduction

This fund accounts for the cost of providing Administrative Services to all functions of the city. Administrative Services functions include Accounting, Data Processing, Payroll, Personnel, Purchasing, Accounts Payable, Public Information, Customer Service (311), Information Technology, and Human Resources. Administrative Service activities are billed based on a flat usage rate for the services provided.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	2,852,527	1,185,537	2,961,846	2,662,374	-10	2,662,374.0
CHARGES FOR SERVICES	7,781,236	3,433,680	7,358,000	7,820,000	6	8,050,000.0
FEDERAL GRANTS	523,516	0	0	0	0	0.0
INTERFUND TRANSFER	400,000	400,000	400,000	1,153,000	188	1,291,000.0
INVESTMENT INCOME	114,245	15,642	70,000	70,000	0	70,000.0
MISCELLANEOUS	18,950	7,068	33,000	33,000	0	33,000.0
RENTAL INCOME	173,672	91,443	176,750	176,953	0	177,155.4
SALES	30	30	1,000	1,000	0	1,000.0
STATE GRANTS	8,305	0	0	0	0	0.0
Total	**11,872,480**	**5,133,400**	**11,000,596**	**11,916,327**	**8**	**12,284,529**
EXPENDITURES						
CAPITAL OUTLAY	0	7,342	6,500	800	-88	800.0
INSURANCE	237,231	136,289	210,750	239,600	14	242,600.0
OTHER CHARGES	1,014,814	436,673	1,509,666	1,881,565	25	1,891,249.0
OTHER SERVICES	909,145	551,308	1,481,270	1,224,911	-17	1,214,411.0
SALARIES & BENEFITS	5,928,700	2,536,181	5,457,863	5,839,746	7	6,248,885.0
SUPPLIES	1,438,206	815,075	1,345,750	1,378,750	2	1,390,150.0
TRANSFERS OUT	2,281,499	971,286	1,005,286	1,005,744	0	1,006,215.0
UTILITIES	168,573	91,493	270,750	192,750	-29	192,750.0
VEHICLE OPERATIONS	99,436	49,832	78,598	92,056	17	96,597.5
Total	**12,077,603**	**5,595,479**	**11,366,433**	**11,855,922**	**4**	**12,283,658**
Net Income (Loss)	**(205,123)**	**(462,079)**	**(365,837)**	**60,405**	**253**	**872**

Expense Snapshot



Authorized Staffing

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
FULL-TIME						
311 CUSTOMER SERVICE AGENT	6.00	5.00	5.00	526,818	448,662	465,738
311 CUSTOMER SERVICE SUPERVISO	1.00	1.00	1.00	118,768	125,197	129,530
ACCOUNTANT	1.00	1.00	1.00	141,004	151,066	155,307
ACCOUNTANT (CIVIC CENTER)	1.00	1.00	1.00	139,813	146,913	151,079
ACCOUNTANT I (ACCTS PAYABLE)	0.00	1.00	1.00	0	95,238	99,873
ACCOUNTANT I (ACCTS RECEIVABL)	1.00	1.00	1.00	95,131	100,476	103,540
ACCOUNTANT I (SPECIAL ASSESS)	1.00	2.00	2.00	95,092	188,154	194,463
ACCOUNTING CLERK	0.15	0.00	0.00	13,332	0	0
ADMINISTRATIVE SECRETARY LEGAL	1.00	1.00	1.00	100,243	105,327	108,471
BUDGETED SALARY CONTINGENCY	1.00	0.00	0.00	9,965	0	0
BUSINESS ANALYST/SOFTWARE DVLP	1.00	1.00	1.00	106,328	98,717	103,844
CENTRAL GARAGE SUPERVISOR	1.00	1.00	1.00	121,922	131,112	134,857
CITY CLERK/ADMIN COORDINATOR	0.00	1.00	1.00	0	125,236	128,849
CITY MANAGER	1.00	1.00	1.00	232,731	253,877	265,482
COMM AND ENGAGEMENT DIRECTOR	1.00	1.00	1.00	150,068	162,479	170,454
COMM. & ENGMT SPECIALIST	0.00	1.00	1.00	0	63,917	102,185
COMMUNICATION & ENGAGEMENT COR	1.00	1.00	1.00	113,633	120,806	127,008
COMP/BENEFITS ANALYST	1.00	0.00	0.00	114,557	0	0
COMP/BENEFITS COORDINATOR	0.00	1.00	1.00	0	121,466	127,667
COUNCILMBR AT LARGE	1.00	1.00	1.00	18,993	19,731	20,208
COUNCILMEMBER	5.00	5.00	5.00	64,500	66,960	68,554

	2021 Employee Count	2022 Employee Count	2023 Employee Count	2021 Salaries & Benefits	2022 Salaries & Benefits	2023 Salaries & Benefits
CUSTODIAN	1.00	1.00	1.00	90,267	94,829	97,729
DEPUTY CITY MANAGER	1.00	0.00	0.00	219,520	0	0
DIRECTOR OF ADMIN SERVICES	0.40	0.40	0.40	67,338	75,827	79,624
DIRECTOR OF HUMAN RESOURCES	1.00	0.95	0.95	165,145	171,820	180,442
DIRECTOR OF PUBLIC WORKS	0.35	0.35	0.35	69,615	73,299	76,038
EXECUTIVE ASSISTANT	1.00	0.00	0.00	114,110	0	0
FACILITIES PROJECT COORDINATOR	1.00	1.00	1.00	133,088	141,208	148,354
FACILITIES TECH (BLDG)	3.00	3.00	4.00	278,290	297,762	403,858
GARAGE SUPERINTENDENT	1.00	1.00	1.00	143,556	151,328	155,588
GIS COORDINATOR	1.00	1.00	1.00	126,320	132,327	136,130
GIS TECHNICIAN	0.00	1.00	1.00	0	99,690	104,602
HEAVY EQUIPMENT TECH A	3.00	3.00	3.00	300,309	317,961	330,930
HEAVY EQUIPMENT TECH B	1.00	1.00	1.00	106,304	111,295	114,546
HR SPECIALIST	1.00	1.00	1.00	108,367	113,779	119,232
HUMAN RESOURCES COORDINATOR	1.00	1.00	1.00	144,639	121,050	127,421
HUMAN RESOURCES GENERALIST	0.00	0.80	0.80	0	74,488	78,146
INFORMATION TECH DIRECTOR	1.00	1.00	1.00	193,082	202,959	208,159
MANAGEMENT ANALYST	1.00	2.00	2.00	121,362	183,610	255,475
MAYOR	1.00	1.00	1.00	25,119	26,103	26,741
MICROCOMPUTER & NTWRK TECH	2.00	2.00	2.00	200,428	211,463	217,794
PARTS CLERK	1.00	0.00	0.00	59,606	0	0
SR ACCOUNT CLERK (OPERATIONS)	0.75	0.75	0.75	79,372	83,273	83,982
SR MICROCOMPUTER & NTWRK TECH	2.00	2.00	2.00	238,007	250,693	258,823
SR. PROGRAMMER ANALYST	1.00	1.00	1.00	126,320	132,901	136,723
WEB PROGRAMMER/ANALYST	1.00	1.00	1.00	111,815	117,487	120,937
Subtotal	**52.65**	**54.25**	**55**	**5,384,877**	**5,710,486**	**6,118,383**
PART-TIME						
	0.00	0.00	0.00	0	24,160	24,160
PT, TEMP, INTERN	0.00	0.00	0.00	44,022	49,519	49,519
Subtotal	**0.00**	**0.00**	**0**	**44,022**	**73,679**	**73,679**
FLEXIBLE STAFFING RESOURCES						
	0.00	0.00	0.00	(65,730)	0	0
	0.00	0.00	0.00	54,694	54,694	54,694
HEAVY EQUIPMENT TECH B	0.00	0.00	0.00	0	887	892
PT, TEMP, INTERN	0.00	0.00	0.00	40,000	0	0
Subtotal	**0.00**	**0.00**	**0**	**28,964**	**55,581**	**55,586**
Total	**52.65**	**54.25**	**55**	**5,457,863**	**5,839,746**	**6,247,648**

Service Objectives

IT PROJECT GOALS AND OUTLOOK

Security Cameras

- Continue to leverage video to assist in crime prevention and investigation by identifying and replacing aging analog cameras with High Definition (HD) cameras in key facilities, leveraging mobile technology for better access/viewing, implementing a covert/mobile security camera solution and implementing a unified and scalable video storage solution for the system. Begin reviewing options and impacts of body cameras, related data storage and retrieval, operational policies, and replacement cycle.

Vehicle AVL (GPS Insight)

- Complete integration of GPS Insight data directly in GIS system so that internal applications showing vehicle locations can be deployed, and external facing applications allowing the public to see real-time data on activities like bus routes (City and MSU), snow plowing, and leaf pick-up.

UAS (Unmanned Aerial System)

- Create a user committee for creation of a citywide UAS policy by determining potential operational usage, cost savings, regulations, licensing and insurance, necessary data integration, deployment and vendor recommendations, and an operational policy.

HR PROJECT GOALS AND OUTLOOK

Review & Update All City Job Descriptions

- Review Minimum Qualifications to determine actual job relevance and with the goal of eliminating barriers to underrepresented groups in the workforce, and ensuring descriptions/classifications accurately reflect requirements for successful job performance.

Completion of Classification Study

- Convert to a new classification system that supports and promotes broader employee skill sets, includes “tiered position titling,” is designed for both site-based and consultant utilization, and will be more proactive and nimble in reorganizing service delivery to citizens as internal and external factors shift. This work will include submission of next pay equity report required by the State of Minnesota.

Adoption of New Pay Structure

- Develop a new open range pay structure in conjunction with the revised classification system and classification study, which will include a pay for performance component.

Recruitment and Succession Strategy Development

- Prepare a succession plan that allows for future-focused hiring to include more marketing about Mankato as an Employer of Choice, moves away from traditional recruitment strategies toward innovative pathways into the workforce, focuses on opportunities for cross-department collaboration, and intentionally looks for candidate diversity that rep-

resents local demographics.

2018 Early Retirement Incentive Plan

- Introduce an early retirement incentive to employees in the Benefits Open Enrollment process for 2018.

Increase Workforce Diversity

- Develop a diversity and inclusion plan for direct targeted recruitment and referral of qualified and diverse candidate to departments for City employment and identify, promote and encourage alternative career paths that eliminate systematic barriers for potential employees.

Performance Management System Enhancement

- Develop and implement a forward-looking performance management system focused on identifying, measuring, managing and developing the performance of the people in the organization, and includes creation of an evaluation instrument based on organizational values, goals achievement, and continuous improvement and professional development.

Transition to Electronic Personnel Records

- Implement an electronic format that will allow elimination of paper files and greater supervisor accessibility to files will be accomplished in phases across multiple years.

BEC Contract Evolution

Revise the Human Resources Service contract with Blue Earth County to continue partnership by evolving the contractual relationship to meet current needs.

COMMUNICATIONS AND 311 PROJECT GOALS AND OUTLOOK

Community Engagement

- Shift communication and outreach efforts toward two-way communication, and integrating the efforts of the Racial Equity and Leadership (REAL) team, so that people will be better informed, get involved in decisions on topics that affect them, help the City to generate consensus, and result in a community that is more inclusive.
- Encourage and provide additional internal/external engagement opportunities that are creative, imaginative, and appropriate.
- Create a public engagement toolkit which assists and makes accountable each department to develop engagement plans for operational and project/program related activities, as a guide to help departments determine target audiences and effective strategies.

FINANCE

Financial Planning for ½ Cent Sales Tax Extension

- Provide revenue forecasting and record of dedicated uses that will help to prioritize eligible projects, utilize the financial policies for consideration of project viability, target public private partnerships to leverage funds for projects with high collaborative investment, and create the type of funding and capacity that is sustainable for long term operation.

Financial Planning that Reduces Reliance on Debt Service

- Identify opportunities for funding and resource capacity that will further strengthen the City's credit rating and reduce the overall cost of issuance for GO Bond projects. Examples include review of existing MSA fund balance for creation of a revolving loan allowing for internal financing of assessments, creation of long term plans and rate structures that will support annual maintenance and capital replacement for utilities and city facilities, and implementation of a policy for use of energy savings following repayment of loans.

Budget and Finance Education and Transparency

- Implement continuous enhancement of budget document and online tools that will better tell the story of the decision making process, policy implementation, and capital investment, including creation of a financial portal, distribution of a budget-in-brief, enhancements to supporting text and statistics that clarify future issues, and trends, as well as the policy response.

INTERNAL SERVICES Performance Metrics

Service Area	Performance Indicator	Measurement
HR	Recruitement process time	
HR	Number of internal promotions	
HR	Workplace injuries	
311	Idle time between calls	
311	Average weekly call amount	
311	Transfer rate	
Finance	Average processing days for Account Payable Invoices	
Finance	Bond Rating	AA+
Finance	Total dollar amount of debt	
IT	Average time to resolve help desk tickets	
IT	Average # of Apps managed	
IT	Days of continuous user network connectivity	

5-Year Fund Projection

August 9th, 2021	Budget 2021		Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Comments
Administrative Fund Revenue:								
Charges for Service	7,358,000		7,820,000	8,050,000	8,289,000	8,536,000	8,791,000	
Other Charges	61,000		61,000	61,000	61,000	61,000	61,000	
Miscellaneous	288,000		288,000	288,000	288,000	288,000	288,000	
Rents & Leases	148,468		148,468	148,468	148,468	148,468	148,468	
Fund Balance Allocation	-		-	-	-	-	-	
Total Administrative Fund Revenue	7,855,468		8,317,468	8,547,468	8,786,468	9,033,468	9,288,468	
Administrative Fund Expenditures:								
Personal Services	4,102,625		4,445,797	4,664,473	4,804,407	4,948,539	5,096,996	Reflects 3% annual increase in Labor costs
Commodities	286,650		313,550	324,150	333,875	343,891	354,207	Reflects 3% annual increase
Other Services	1,378,250		1,128,201	1,117,351	1,150,872	1,185,398	1,220,960	Reflects 3% annual increase
Insurance	122,750		145,900	148,500	152,955	157,544	162,270	Reflects 3% annual increase
Utilities	89,500		94,500	94,500	97,335	100,255	103,263	Reflects 3% annual increase
Other Charges	1,278,066		1,635,401	1,643,501	1,692,806	1,743,590	1,795,898	Reflects 3% annual increase
Capital Outlay	1,500		800	800	800	800	800	Projection remains flat
Vehicle Transfers	10,518		5,178	5,178	5,178	5,178	5,178	Projection remains flat
Transfers	547,666		547,895	548,131	548,131	548,131	548,131	Projection remains flat
Total Administrative Fund Expenditures:	7,817,525		8,317,222	8,546,584	8,786,358	9,033,326	9,287,702	
Income or (Loss)	37,943		246	884	110	142	766	
Fund Balance - January 1	4,993,079		5,031,022	5,450,856	5,451,740	5,451,850	5,451,992	
Surplus or Deficit	37,943		419,834	884	110	142	766	
Fund Balance - December 31	5,031,022		5,450,856	5,451,740	5,451,850	5,451,992	5,452,758	
Fund Balance as a % of Expenditures	64.36%		65.54%	63.79%	62.05%	60.35%	58.71%	

5-Year Equipment Projection

EQUIPMENT TO REPLACE IN 2022				
ID	Year	Description	Org. Description	Estimated cost to Replace
10/922	2013	PICK UP 1/2 TON 4 X 4	FIRE SUPPRESSION	$ 50,000.00
40	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
41	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
42	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
43	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
44	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
45	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
46	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
47	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
416	1998	SEWER VAC	STORM WATER OPERATIONS	$ 500,000.00
826	2015	16 PASSENGER/2 WHEELCHAIR BUS	TRANSIT FIXED ROUTES	$ 34,000.00
863	2010	35 PASSENGER BUS	TRANSIT FIXED ROUTES	$ 113,000.00
921	2004	PICKUP 1/2 TON 4X4	FIRE SUPPRESSION	$ 40,000.00
4123	2004	PICKUP 3/4 TON 4X4	TRANSIT OPERATIONS	$ 50,000.00
4315	2006	PICKUP 3/4 TON 4X4	FACILITIES BLDG & GROUN	$ 45,000.00
4403	2004	PICKUP 3/4 TON 4X4	WW TREATMENT / MAINTENA	$ 45,000.00
7903	2003	ELECTRIC SCISSOR LIFT	CENTRAL GARAGE FLEET SU	$ 25,000.00
140	1996	CRACK FILLER	STREET MAINTENANCE	$ 25,000.00
6109	2009	LOADER - LARGE	STREET MAINTENANCE	$ 240,000.00
7528	2008	BUSH HOG PULL MOWER	PARKS & GROUND MAINTENA	$ 25,000.00
7590	2007	HAULER TRUCK	PARKS RECREATION ACTIVI	$ 32,000.00
TOTAL FOR REPLACEMENT EQUIPMENT				**$ 1,768,000.00**
New	2022	CLASS 400 bus	TRANSIT FIXED ROUTES	$ 34,000.00
New	2022	HYDRAULIC LIFT TRAILER	FACILITIES BLDG & GROUN	$ 25,000.00
TOTAL FOR NEW EQUIPMENT				**$ 59,000.00**
GRAND TOTAL				**$ 1,827,000.00**

EQUIPMENT TO REPLACE IN 2023				
ID	Year	Description	Org. Description	Estimated cost to Replace
6	2017	POLICE UTILITY 4X4	POLICE PATROL	$ 68,000.00
27	2018	POLICE UTILITY 4X4	POLICE PATROL	$ 68,000.00
28	2018	POLICE UTILITY 4X4	POLICE PATROL	$ 68,000.00
29	2018	POLICE UTILITY 4X4	POLICE PATROL	$ 68,000.00
30	2018	POLICE UTILITY 4X4	POLICE PATROL	$ 68,000.00
48	2017	POLICE UTILITY 4 X 4	POLICE PATROL	$ 68,000.00
861	2010	35 PASSENGER BUS	TRANSIT FIXED ROUTES	$ 113,000.00
915	2013	FULL SIZE UTILITY	FIRE SUPPRESSION	$ 60,000.00
2409	2009	SMALL SUV	WATER MAINT, TREATMENT	$ 45,000.00
5409	2009	SUPERDUTY TRUCK	STORM WATER OPERATIONS	$ 80,000.00
126	1989	ROLLER RUBBER TIRE	STREET MAINTENANCE	$ 50,000.00
4140	2011	CHEVY SILVERADO ONE TON 4X4 EXT CAB	STREET MAINTENANCE	$ 50,000.00
4513	2012	1/2 TON 4X4	STREET MAINTENANCE	$ 45,000.00
5109	2010	2 1/2 TON DIESEL	STREET SNOW REMOVAL	$ 250,000.00
6110	2010	LOADER - LARGE	STREET MAINTENANCE	$ 240,000.00
6430	2007	AG. TRACTOR - LARGE	PARKS & GROUND MAINTENA	$ 95,000.00
6520	2010	LOADER/BOBCAT	PARKS FORESTRY & LANDSC	$ 61,000.00
6523	2012	LOADER/BOBCAT (TOOLCAT)	PARKS & GROUND MAINTENA	$ 52,500.00
7520	2008	BRUSH CHIPPER	PARKS FORESTRY & LANDSC	$ 66,000.00
7521	2011	PULL MOWER	PARKS & GROUND MAINTENA	$ 20,000.00
TOTAL FOR REPLACEMENT EQUIPMENT				**$ 1,635,500.00**
New	2023	ZODIAK BOAT	FIRE SUPPRESSION	$ 50,000.00
TOTAL FOR NEW EQUIPMENT				**$ 50,000.00**
GRAND TOTAL				**$ 1,685,500.00**

EQUIPMENT TO REPLACE IN 2024				
ID	Year	Description	Org. Description	Estimated cost to Replace
12	2013	PICKUP 1/2 TON 4X4	POLICE PATROL	$ 50,000.00
31	2017	POLICE EXPLORER	POLICE PATROL	$ 70,000.00
32	2017	POLICE EXPLORER	POLICE PATROL	$ 70,000.00
81	2017	PICKUP 3/4 TON 4X4	AIRPORT OPERATIONS	$ 60,000.00
803	2017	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	$ 34,000.00
804	2017	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	$ 34,000.00
805	2017	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	$ 34,000.00
827	2017	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT FIXED ROUTES	$ 34,000.00
828	2017	BUS 12 PASSENGER/4 WHEEL CHAIR	TRANSIT FIXED ROUTES	$ 34,000.00
888	1998	PICKUP 1/2 TON 4X4	POLICE PATROL	$ 50,000.00
908	2015	FIRE TRUCK/RESCUE TRUCK	FIRE SUPPRESSION	$ 100,000.00
925	2010	PICKUP 1/2 TON 4X4	FIRE SUPPRESSION	$ 50,000.00
4403	2004	PICKUP 3/4 TON 4X4	WW TREATMENT / MAINTENA	$ 45,000.00
4413	2004	PICKUP 1/2 TON 4X4	WW TREATMENT / MAINTENA	$ 40,000.00
4911	2006	PICKUP 1/2 TON 4X4	CENTRAL GARAGE PARTS &	$ 45,000.00
5110	2004	2 1/2 TON DIESEL	STREET SNOW REMOVAL	$ 250,000.00
5531	2003	SUPERDUTY TRUCK	PARKS FORESTRY & LANDSC	$ 75,000.00
6230	1996	AG. TRACTOR - LARGE	PARKS & GROUND MAINTENA	$ 100,000.00
7561	2009	MOWER 4X4 10 1/2 FT. DIESEL	PARKS & GROUND MAINTENA	$ 80,000.00
7591	2008	HAULER TRUCK	PARKS RECREATION ACTIVI	$ 32,000.00
TOTAL FOR REPLACEMENT EQUIPMENT				**$ 1,287,000.00**
NEW		PICKUP 3/4 TON 4X4	PARKING-GENERAL	$ 45,000.00
NEW		FORKLIFT	WW TREATMENT / MAINTENA	$ 30,000.00
TOTAL FOR NEW EQUIPMENT				**$ 75,000.00**
GRAND TOTAL				**$ 1,362,000.00**

EQUIPMENT TO REPLACE IN 2025				
ID	Year	Description	Org. Description	Estimated cost to Replace
2	2013	UTILITY 4 X 4	PUBLIC SAFETY OPERATION	$ 70,000.00
33	2020	UTILITY 4X4	POLICE PATROL	$ 70,000.00
34	2020	UTILITY 4X4	POLICE PATROL	$ 70,000.00
829	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT FIXED ROUTES	$ 34,000.00
831	2018	BUS 12 PASSENGER/4 WHEELCHAIR	TRANSIT FIXED ROUTES	$ 34,000.00
832	2019	BUS 12 PASSENGER/4WHEELCHAIR	TRANSIT MOBILITY BUS	$ 34,000.00
833	2013	BUS - 16 PASSENGER/4 WHEELCHAIR	TRANSIT MOBILITY BUS	$ 34,000.00
864	2012	35 PASSENGER BUS	TRANSIT FIXED ROUTES	$ 115,000.00
865	2013	35 PASSENGER BUS	TRANSIT FIXED ROUTES	$ 115,000.00
918	2016	FULL SIZE UTILITY	FIRE SUPPRESSION	$ 70,000.00
923	2009	PICKUP 1 TON 4X4	FIRE SUPPRESSION	$ 60,000.00
5160	2012	BOOM TRUCK	STREET TRAFFIC CONTROL	$ 250,000.00
5421	2011	PICKUP - 1 TON 4X4	WATER DISTRIBUTION	$ 75,000.00
5533	2000	SUPERDUTY TRUCK	PARKS & GROUND MAINTENA	$ 60,000.00
6024	2013	SWEEPER 3 WHEEL	STREET MAINTENANCE	$ 225,000.00
6518	2008	AG. TRACTOR - SMALL	PARKS & GROUND MAINTENA	$ 70,000.00
7557	2017	SUPER 104 MOWER	PARKS RECREATION ACTIVI	$ 80,000.00
7559	2009	MOWER 4X4 10 1/2 FT. DIESEL	PARKS & GROUND MAINTENA	$ 80,000.00
TOTAL FOR REPLACEMENT EQUIPMENT				**$ 1,546,000.00**
NEW		LEAF MACHINE	PARKS FORESTRY & LANDSC	$ 100,000.00
NEW		UTILITY 4X4	POLICE PATROL	$ 70,000.00
NEW		PICKUP 1/2 TON 4X4	FACILITIES BLDG & GROUN	$ 45,000.00
TOTAL FOR NEW EQUIPMENT				**$ 215,000.00**
GRAND TOTAL				**$ 1,761,000.00**

EQUIPMENT TO REPLACE IN 2026				
ID	Year	Description	Org. Description	Estimated cost to Replace
1	2017	UTILITY 4X4	POLICE PATROL	$ 70,000.00
8	2021	UTILITY 4X4	POLICE PATROL	$ 70,000.00
13	2021	PICKUP 1/2 TON 4X4	POLICE PATROL	$ 70,000.00
35	2021	UTILITY 4X4	POLICE PATROL	$ 70,000.00
80	1992	SWEEPER	STREET MAINTENANCE	$ 80,000.00
95	2009	BI-DIRECTIONAL TRACTOR	AIRPORT OPERATIONS	$ 40,000.00
851	2014	38 PASSENGER/2WHEELCHAIR BUS	TRANSIT FIXED ROUTES	$ 115,000.00
852	2014	38 PASSENGER/2WHEELCHAIR BUS	TRANSIT FIXED ROUTES	$ 115,000.00
853	2014	38 PASSENGER/2WHEELCHAIR BUS	TRANSIT FIXED ROUTES	$ 115,000.00
865	2013	35 PASSENGER BUS	TRANSIT FIXED ROUTES	$ 115,000.00
4410	2011	2011 CHEVY SILVERADO 3/4 TON 4 X 4 PICK UP	WATER MAINT, TREATMENT	$ 50,000.00
4413	2013	PICKUP 1/2 TON 4X4	WW TREATMENT / MAINTENA	$ 45,000.00
4520	2011	CHEVY SILVERADO ONE TON 4X4 TRUCK	PARKS & GROUND MAINTENA	$ 50,000.00
4521	2012	1 TON 4X4 TRUCK	PARKS & GROUND MAINTENA	$ 60,000.00
4528	2018	1 TON 4X4 TRUCK	PARKS & GROUND MAINTENA	$ 60,000.00
4909	2009	1 TON 4X4 TRUCK	CENTRAL GARAGE FLEET SU	$ 60,000.00
5312	2012	1 TON 4X4 TRUCK	WATER DISTRIBUTION	$ 75,000.00
5322	2013	TANDEM DUMP DIESEL	WATER DISTRIBUTION	$ 250,000.00
5323	2013	TANDEM DUMP DIESEL	WATER DISTRIBUTION	$ 250,000.00
7509	2009	ELECTRIC UTILITY VEHICLE	PARKS & GROUND MAINTENA	$ 20,000.00
7563	2008	SIDEWINDER	PARKS RECREATION ACTIVI	$ 40,000.00
7592	2010	HAULER TRUCK	PARKS RECREATION ACTIVI	$ 30,000.00
7904	2004	FORKLIFT	CENTRAL GARAGE	$ 20,000.00
5309	2009	SUPERDUTY TRUCK	WW LIFT STATIONS	$ 100,000.00
TOTAL FOR REPLACEMENT EQUIPMENT				**$ 1,970,000.00**
NEW		PICKUP 1/2 TON 4X4	FACILITIES BLDG & GROUN	$ 45,000.00
TOTAL FOR NEW EQUIPMENT				**$ 45,000.00**
GRAND TOTAL				**$ 2,015,000.00**

City of Mankato

Leading the way...

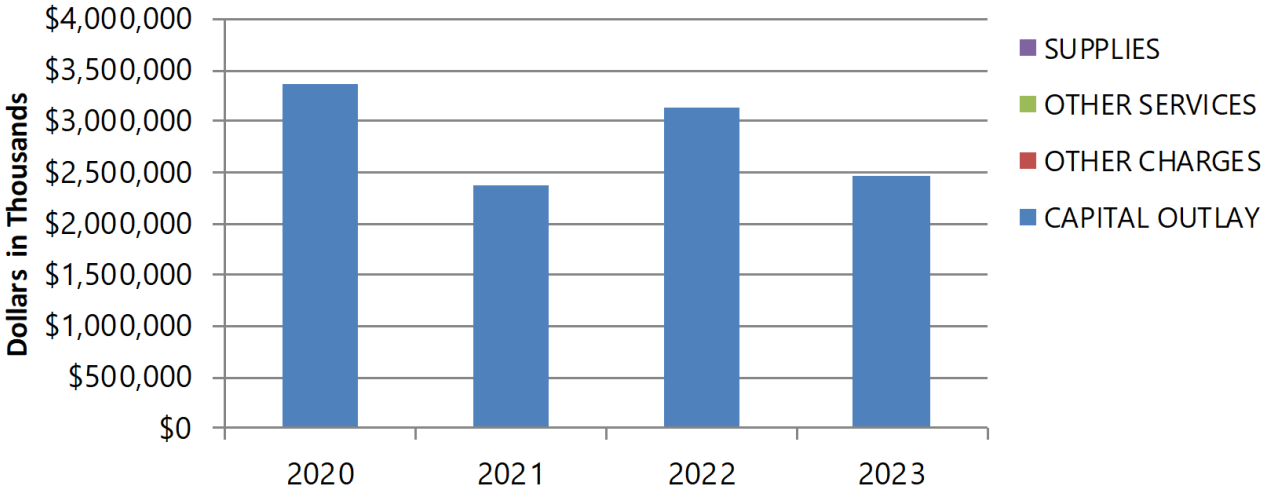
CAPITAL REPLACEMENT ACCOUNTS

CAPITAL REPLACEMENT ACCOUNTS Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	0	0	0	175,000	0	0.0
FEDERAL GRANTS	96,034	0	100,000	100,000	0	100,000.0
INTERFUND TRANSFER	2,905,000	1,625,000	1,660,000	3,442,000	107	2,587,000.0
INVESTMENT INCOME	50,736	0	7,000	7,000	0	7,000.0
MISCELLANEOUS	385,653	187,500	375,000	0	-100	0.0
RENTAL INCOME	327,077	158,251	300,000	334,505	12	334,505.0
STATE GRANTS	150,000	0	0	0	0	0.0
Total	**3,914,500**	**1,970,751**	**2,442,000**	**4,058,505**	**66**	**3,028,505**
EXPENDITURES						
CAPITAL OUTLAY	0	690,938	2,365,500	3,142,000	33	2,451,500.0
OTHER CHARGES	417,214	0	0	0	0	0.0
OTHER SERVICES	384,759	0	0	0	0	0.0
SUPPLIES	227,002	0	0	0	0	0.0
Total	**1,028,974**	**690,938**	**2,365,500**	**3,142,000**	**33**	**2,451,500**
Net Income (Loss)	**2,885,526**	**1,279,813**	**76,500**	**916,505**	**(14)**	**577,005**

Expense Snapshot



City of Mankato

Leading the way...

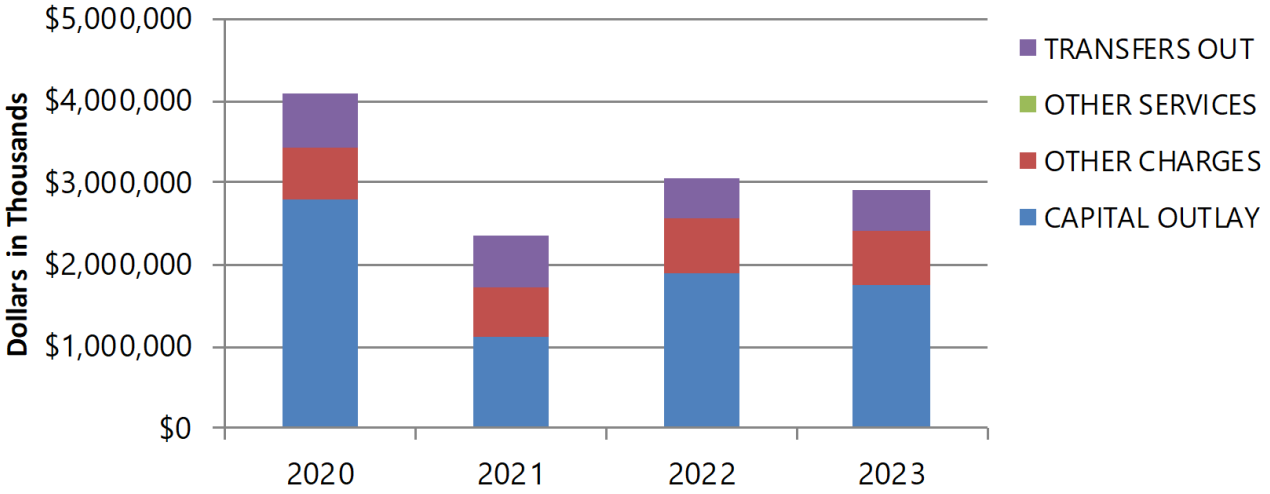
EQUIPMENT REPLACEMENT

EQUIPMENT REPLACEMENT Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	1,591,577	796,674	1,424,237	1,585,443	11	1,764,171.0
FEDERAL GRANTS	28,584	0	0	0	0	0.0
GAIN (LOSS) ON SALE	74,623	81,132	40,000	40,000	0	40,000.0
INTERFUND TRANSFER	0	0	776,200	500,000	-36	500,000.0
INVESTMENT INCOME	288,564	0	250,000	250,000	0	250,000.0
MISCELLANEOUS	215	77	1,000	1,000	0	1,000.0
STATE GRANTS	0	0	1,004,800	724,000	-28	452,000.0
Total	**1,983,563**	**877,883**	**3,496,237**	**3,100,443**	**(11)**	**3,007,171**
EXPENDITURES						
CAPITAL OUTLAY	0	261,401	1,102,200	1,887,000	71	1,745,500.0
OTHER CHARGES	2,422,924	308,700	617,400	668,238	8	671,102.0
OTHER SERVICES	67,349	0	0	0	0	0.0
TRANSFERS OUT	500,000	500,000	650,000	500,000	-23	500,000.0
Total	**2,990,273**	**1,070,101**	**2,369,600**	**3,055,238**	**29**	**2,916,602**
Net Income (Loss)	**(1,006,710)**	**(192,218)**	**1,126,637**	**45,205**	**(109)**	**90,569**

Expense Snapshot



City of Mankato

Leading the way...

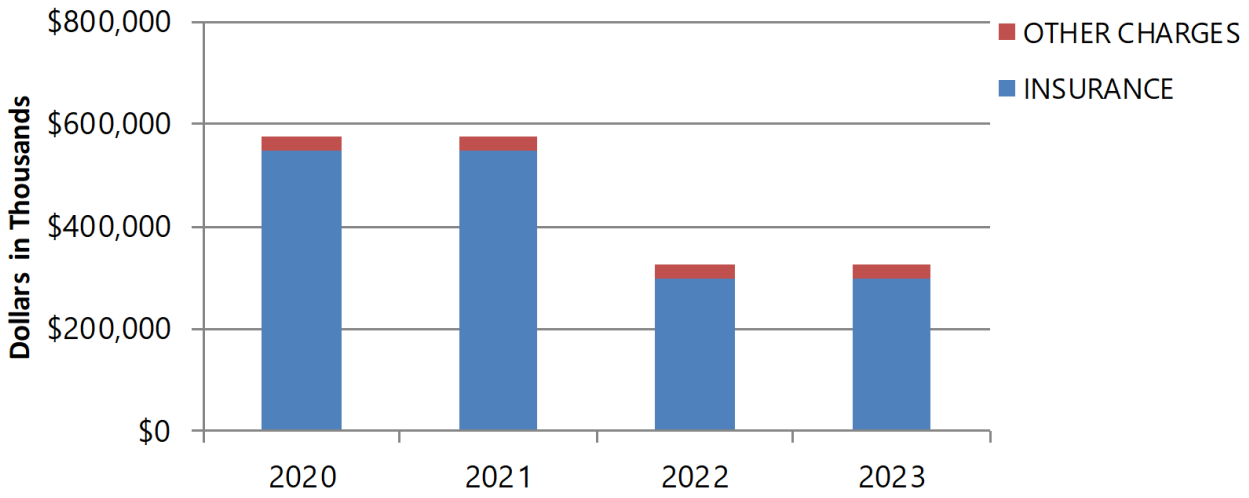
RISK MANAGEMENT

RISK MANAGEMENT Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
INTERFUND TRANSFER	320,000	0	0	0	0	0.0
INVESTMENT INCOME	20,491	0	10,000	10,000	0	10,000.0
MISCELLANEOUS	191,254	10,014	570,000	325,000	-43	325,000.0
Total	**531,745**	**10,014**	**580,000**	**335,000**	**(42)**	**335,000**
EXPENDITURES						
INSURANCE	98,403	0	550,000	300,000	-45	300,000.0
OTHER CHARGES	24,000	12,000	24,000	25,976	8	26,088.0
Total	**122,403**	**12,000**	**574,000**	**325,976**	**(43)**	**326,088**
Net Income (Loss)	**409,342**	**(1,986)**	**6,000**	**9,024**	**(6)**	**8,912**

Expense Snapshot



City of Mankato

Leading the way...

CENTRAL INSURANCE

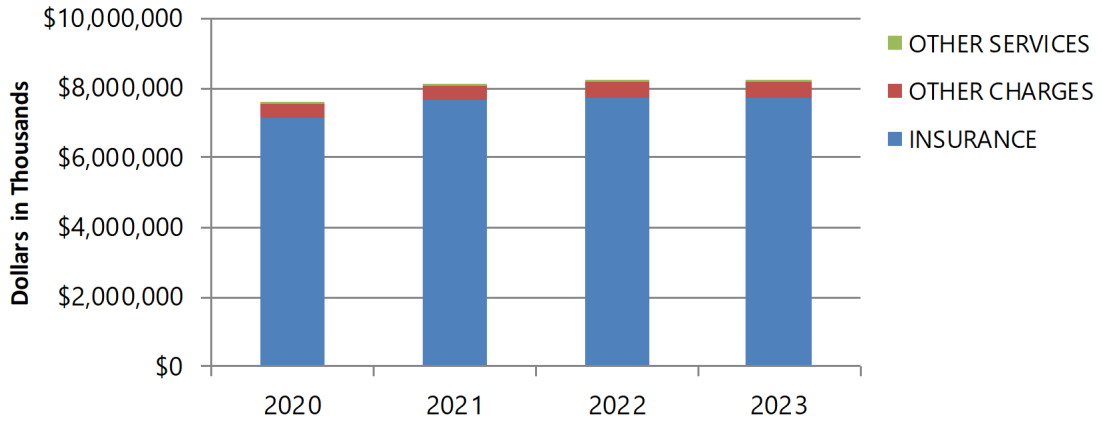
CENTRAL INSURANCE Introduction

General Government consists of insurance programs. Central Insurance Fund accounts for all activities related to the group health insurance plan. This profile will provide a detailed overview of Central Insurance.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
BILLINGS TO DEPARTME	8,097,565	3,901,956	8,065,000	8,387,000	4	8,763,000.0
INTERFUND TRANSFER	640,000	0	0	0	0	0.0
INVESTMENT INCOME	49,371	0	25,000	25,000	0	25,000.0
STATE GRANTS	16,438	0	15,000	15,000	0	15,000.0
Total	**8,803,373**	**3,901,956**	**8,105,000**	**8,427,000**	**4**	**8,803,000**
EXPENDITURES						
INSURANCE	7,013,343	3,345,439	7,675,000	7,738,000	1	7,738,000.0
OTHER CHARGES	419,595	197,400	404,800	437,309	8	439,140.0
OTHER SERVICES	6,233	0	5,000	5,000	0	5,000.0
Total	**7,439,171**	**3,542,839**	**8,084,800**	**8,180,309**	**1**	**8,182,140**
Net Income (Loss)	**1,364,202**	**359,117**	**20,200**	**246,691**	**(5)**	**620,860**

Expense Snapshot



City of Mankato

Leading the way...

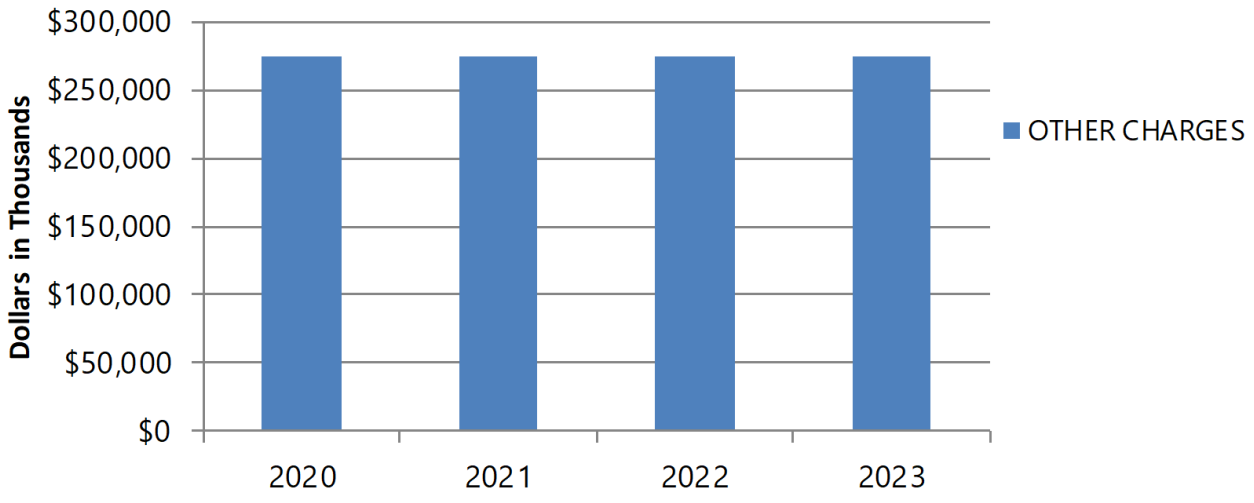
SECTION 125 PLAN/ MEDICAL & DEP

SECTION 125 PLAN/MEDICAL & DEP Introduction

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
MISCELLANEOUS	222,699	68,973	275,000	275,000	0	275,000.0
Total	**222,699**	**68,973**	**275,000**	**275,000**	**0**	**275,000**
EXPENDITURES						
OTHER CHARGES	207,236	110,468	275,000	275,000	0	275,000.0
Total	**207,236**	**110,468**	**275,000**	**275,000**	**0**	**275,000**
Net Income (Loss)	**15,463**	**(41,495)**	**0**	**0**	**0**	**0**

Expense Snapshot





DEBT SERVICE FUND (3000)

DEBT SERVICE FUND (3000) Overview

The Debt Service Fund accounts for the resources accumulated and payments made on principal and interest for long term general obligation debt of governmental funds. This section also includes an overview of the city's capital projects of which include Surface Transportation projects, Capital Replacement and Sales Tax projects. Each of these respective sections will provide a summary of all projects associated with a specific fund, followed by detailed descriptions of each project listed in the summary.

DEBT SERVICE FUND:

Overall revenues in debt service will continue to decline as they have done for the past several years from $10,937,800 in 2021, to $10,463,019 in 2022, which represents a 4.3% decrease. Revenue is then expected to remain flat for 2023. The tax levy portion of the fund will be set at $4.8 million. For expenditures, we will spend less in 2022 with total expenditures at $10,453,996, a reduction of $737,748 as compared to fiscal year 2021. In 2023, a decrease of $60,232 is proposed, resulting in total expenditures of $10,393,764.

COMMUNITY INVESTMENT PLAN (CIP)

In 2018, staff worked to evolve the CIP into a more comprehensive document that would not only provide projects for the next budget year, but would also identify future capital needs and potential funding sources several years out. Within this budget document, you will find Capital Replacement, Surface Transportation and Sales Tax projects for fiscal year 2022 and fiscal year 2023, of which have been programmed within each respective budget. Along with a cash flow with the purpose of illustrating project impact on operating budgets, service rates and fund balances. In addition, a supplemental CIP forecast has also been provided which allows a more detailed look at the final four years of anticipated capital improvement projects funded through Capital Replacement, Surface Transportation and Sales Tax. The supplemental CIP forecast contains a five year cash flow for each of the respective capital accounts, as well as corresponding overview for each project being proposed.

PURPOSE OF CAPITAL INVESTMENT PROGRAM

The City of Mankato's Capital Investment Plan (CIP) establishes, prioritizes, and plans funding for projects to improve existing and develop new infrastructure and facilities. A CIP promotes better use of the city's limited financial resources, reduces costs and assists in the coordination of pub-lic and private development.

The city's CIP is a five year roadmap which identifies the major expenses over and above routine annual operating expenses. While the CIP serves as a long range plan, it is reviewed and revised annually, with the first year being funded and remaining years being anticipated. Priorities may be changed due to funding opportunities or circumstances that cause a more rapid deterioration of an asset.

As a basic tool for documenting anticipated capital projects, it includes “unfunded” projects which needs have been identified but specific solutions and funding have not necessarily been determined.

The overall goal of the CIP Review Team is to develop CIP recommendations that:

- preserve the past, by investing in the continued upgrade of city assets and infrastructure;
- protect the present with improvements to city facilities and infrastructure; and
- plan for the future.

There are several benefits for developing and adopting a Capital Investment Plan program. Not only does the CIP become a management tool for city staff, elected and appointed officials, it also provides valuable information to the citizens, developers and businesses who are interested in the development of the community. The CIP document also assists in leveraging available resources through improved timing of projects and coordinating city projects with those of other public or private entities.

Additional benefits include:

- The CIP is a tool to implement the Comprehensive and Strategic Plan, as well as a number of other master plans completed for various city service areas.
- The CIP allows the city an opportunity to distribute or prorate the cost of capital improvements over a period of years, thus maintaining tax stability and avoiding sharp changes in the debt structure.
- The CIP process allows various city departments and the general public to suggest a variety of potential projects which are subsequently evaluated based upon established criteria and financial feasibility for inclusion in the CIP.
- The CIP, by anticipating needs in advance, provides adequate time for proper design of new projects and review of policy decisions to see whether they were properly made, and adjusts capital expenditures according to the financial resources of the community.
- The CIP, by listing long range projects, helps to keep the public informed as to what the city needs and its plans to meet such needs, as well as affords time for input on final design and project timing that controls cost and limits neighborhood disruption.
- The CIP provides an opportunity to save money in the acquisition of land as sites for public facilities by anticipating future needs and acquiring the land at lower costs before private development would increase the costs.
- The CIP will prevent premature development of areas and prevent excessive costs and demands on the city in providing services and extending city utilities.
- The CIP will help to achieve a more balanced development of projects to avoid concentration or overemphasis upon any single project.
- The CIP makes available to other governmental agencies, private utilities, private investors, and other industries, a comprehensive view of public improvement projects for which they may make sounder judgments concerning their own programs.
- The CIP guides or assists the development community in making investments or development decisions.

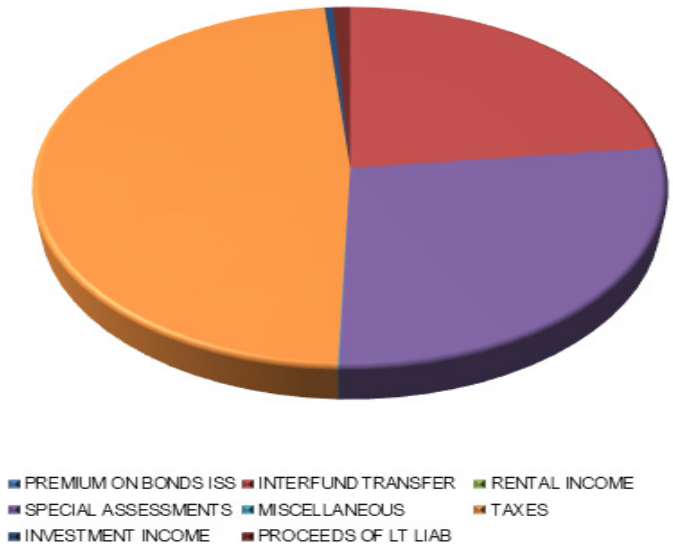
Despite the many benefits of capital improvement programming, it is important to highlight the fact that this is a fluid document and a general guide. Therefore, changes can occur for a number of reasons such as changing economic conditions or shifts in public policy. Private economic decisions can also affect the timing, scale and location of capital projects.

Depending on funding availability, community support and other economic factors the projects within the outlook could shift in projected funding year or change completely. The likelihood of a project moving forward depends primarily on the funding sources, necessity for ongoing provision of service and timing necessary to extend the overall asset life at least cost. These fluctuations make flexibility within the plan essential to its sustainability. The best example of this type of project is in the major utility funds. Capital maintenance and replacement projects for the water and wastewater systems are costly but essential to assure availability and quality of influent and effluent of the system. The facility master plan for these utilities aligns with both asset life, regulatory need and rate structure to assure a balance that does not overburden the rate payer nor underserve the needs of the system.

Combined Fund Budget

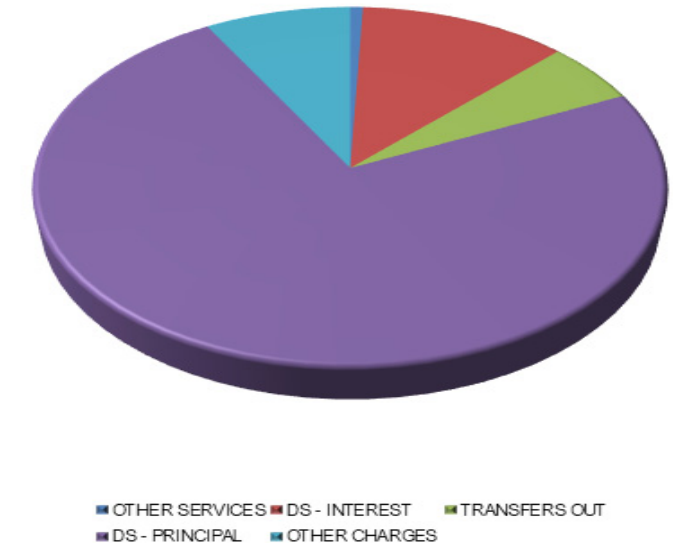
	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
INTERFUND TRANSFER	2,702,192	1,184,919	2,436,719	2,419,919	-1	2,419,919.0
INVESTMENT INCOME	99,563	0	50,000	50,000	0	50,000.0
MISCELLANEOUS	410	102	11,000	6,000	-45	6,000.0
PREMIUM ON BONDS ISS	0	26,923	0	0	0	0.0
PROCEEDS OF LT LIAB	52,963	189,399	100,000	100,000	0	100,000.0
SPECIAL ASSESSMENTS	3,608,837	288,966	3,740,000	2,865,000	-23	2,865,000.0
TAXES	5,029,865	3,131	4,860,000	5,022,100	3	5,028,000.0
Total	**11,493,831**	**1,693,440**	**11,197,719**	**10,463,019**	**(6.6)**	**10,468,919**
EXPENDITURES						
DS - INTEREST	1,750,020	816,016	1,923,618	1,238,143	-36	1,009,942.0
DS - PRINCIPAL	7,936,185	7,745,409	7,842,396	7,704,821	-2	7,863,467.0
OTHER CHARGES	919,387	394,862	778,000	863,302	11	872,625.0
OTHER SERVICES	20,843	24,940	75,000	75,000	0	75,000.0
TRANSFERS OUT	519,610	0	572,730	572,730	0	572,730.0
Total	**11,146,045**	**8,981,227**	**11,191,744**	**10,453,996**	**(6.6)**	**10,393,764**
Net Income (Loss)	**347,786**	**(7,287,787)**	**5,975**	**9,023**	**(39.8)**	**75,155**

2022 Combined Fund Budget Revenues



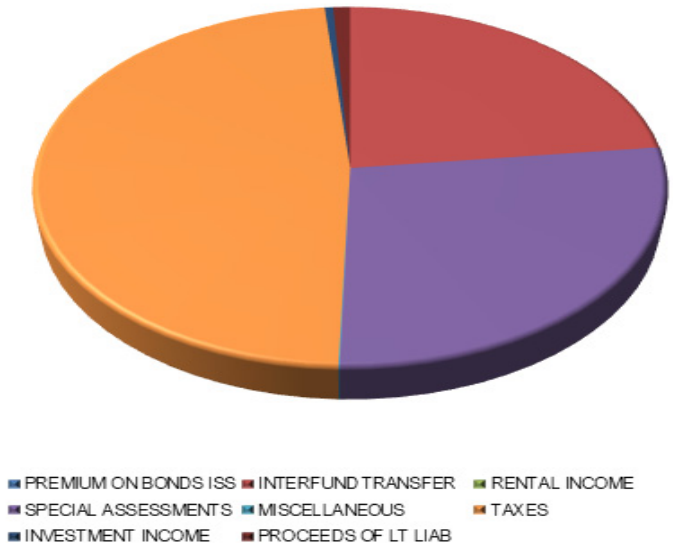
INTERFUND TRANSFER	$2,419,919
INVESTMENT INCOME	$50,000
MISCELLANEOUS	$6,000
PROCEEDS OF LT LIAB	$100,000
SPECIAL ASSESSMENTS	$2,865,000
TAXES	$5,022,100
Total	**$10,463,019**

2022 Combined Fund Budget Expenditures



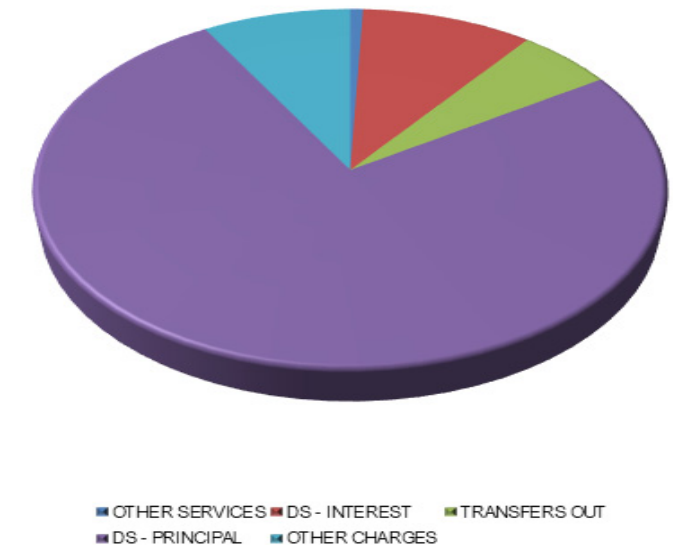
DS - INTEREST	$1,238,143
DS - PRINCIPAL	$7,704,821
OTHER CHARGES	$863,302
OTHER SERVICES	$75,000
TRANSFERS OUT	$572,730
Total	**$10,453,996**

2023 Combined Fund Budget Revenues



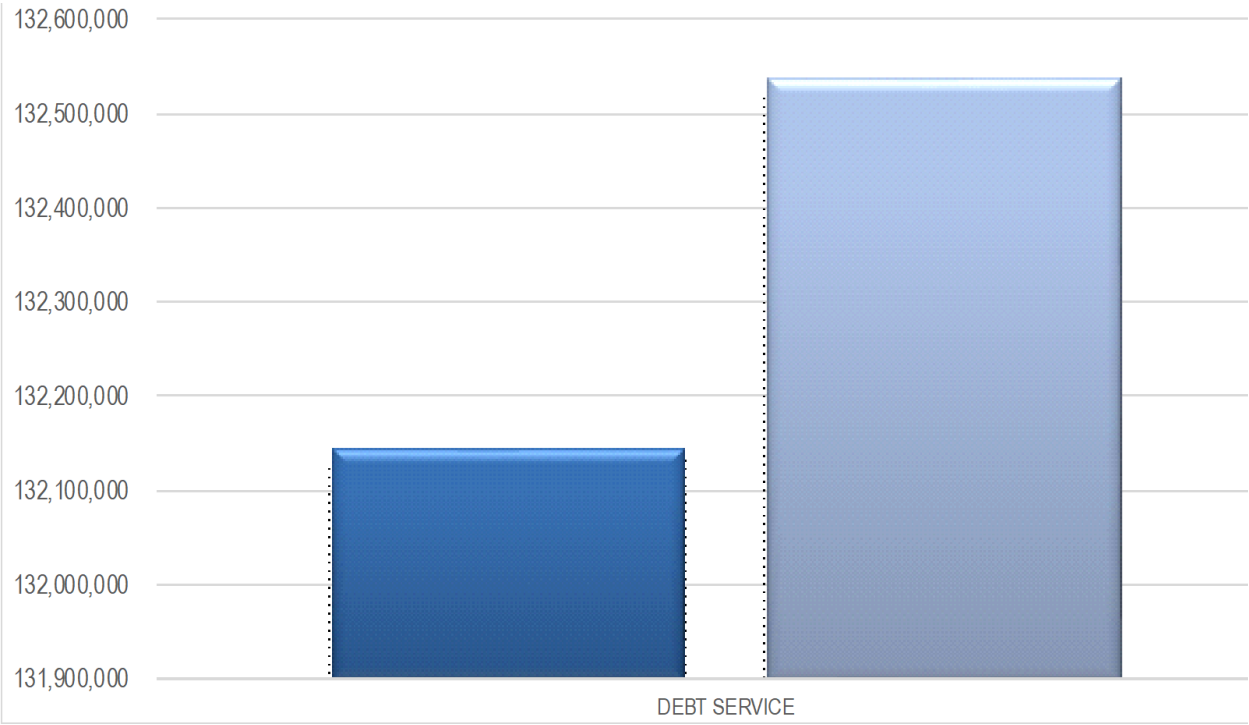
INTERFUND TRANSFER	$2,419,919
INVESTMENT INCOME	$50,000
MISCELLANEOUS	$6,000
PROCEEDS OF LT LIAB	$100,000
SPECIAL ASSESSMENTS	$2,865,000
TAXES	$5,028,000
Total	**$10,468,919**

2023 Combined Fund Budget Expenditures

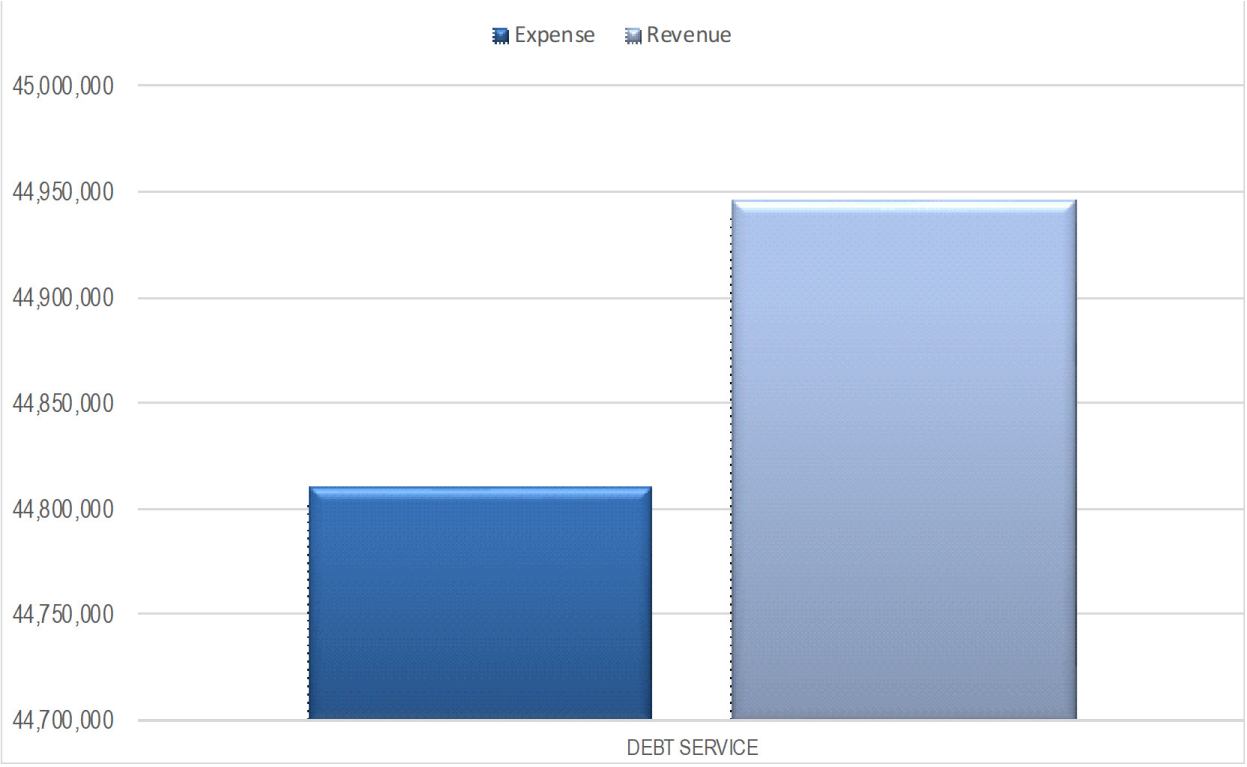


DS - INTEREST	$1,009,942
DS - PRINCIPAL	$7,863,467
OTHER CHARGES	$872,625
OTHER SERVICES	$75,000
TRANSFERS OUT	$572,730
Total	**$10,393,764**

2022 Revenue vs. Expense by Service Area



2023 Revenue vs. Expense by Service Area



Fund Combined by Service Area

	2022 Revenue	2022 Expense	2023 Revenue	2023 Expense	% Change Revenue	% Change Expense	Net Income (Loss)
DEBT SERVICE FUND							
DEBT SERVICE							
DEBT SERVICE	10,203,100	10,194,077	10,209,000	10,133,845	0.1	(0.6)	75,155
DEBT SERVICE-ENERGY SAVINGS	259,919	259,919	259,919	259,919	0.0	0.0	0
Subtotal	**10,463,019**	**10,453,996**	**10,468,919**	**10,393,764**	**0.1**	**(0.6)**	**75,155**
Total	**10,463,019**	**10,453,996**	**10,468,919**	**10,393,764**	**0.1**	**(0.6)**	**75,155**

5-Year Fund Projection

August 9th, 2021	Budget 2021		Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Comments
Debt Service Revenue:								
Debt Levy	4,560,000		4,728,000	4,728,000	4,728,000	4,728,000	4,728,000	Years two through five are subject to change
Assessments	3,740,000		2,865,000	2,865,000	2,865,000	2,865,000	2,865,000	
Other Taxes	-		-	-	-	-	-	
Interest / Miscellaneous / Rental	461,000		456,000	456,000	456,000	456,000	456,000	
Franchise Fees	-		-	-	-	-	-	
Transfers	2,176,800		2,160,000	2,160,000	2,160,000	2,160,000	2,160,000	
Total Debt Service Revenue	10,937,800		10,209,000	10,209,000	10,209,000	10,209,000	10,209,000	
Debt Service Expenditures:								
Personal Services	-		-	-	-	-	-	
Commodities	-		-	-	-	-	-	
Contractual	15,000		15,000	15,000	15,000	15,000	15,000	
Other Charges	778,000		869,202	872,625	872,625	872,625	872,625	Years two through five are subject to change
Debt Payments	9,506,095		8,683,045	8,613,490	8,613,490	8,613,490	8,613,490	
Other Financing / Transfers	572,730		572,730	572,730	572,730	572,730	572,730	
Total Debt Service Expenditures	10,871,825		10,139,977	10,073,845	10,073,845	10,073,845	10,073,845	
Income or (Loss)	65,975		69,023	135,155	135,155	135,155	135,155	
Fund Balance - January 1	7,003,793		7,069,768	7,138,791	7,273,946	7,409,101	7,544,256	
Income or Loss	65,975		69,023	135,155	135,155	135,155	135,155	
Fund Balance - December 31	7,069,768		7,138,791	7,273,946	7,409,101	7,544,256	7,679,411	
Fund Balance as a % of Expenditures	65.03%		70.40%	72.21%	73.55%	74.89%	76.23%	

Transfer Crosswalk

Due From (Fund-Org-Object)	Amount	Due To (Fund-Org-Object)	Description
3010 - Debt Service Fund			
3010-3003010-392020	100,000	5020-431022-507200	Transfer of Collected Assessments
3010-3003010-392020	100,000	5030-431023-507200	Transfer of Collected Assessments
3010-3003010-392020	500,000	5040-431027-507200	Transfer for Minor Street Revolving
3010-3003010-392020	25,000	6060-496010-507200	Transfer for Subsurface Drainage
3010-3003010-392020	100,000	6000-493000-507200	Transfer for Utility Share - Water
3010-3003010-392020	100,000	6000-493000-507200	Transfer for Utility Share - Wastewater
3010-3003010-392030	550,000	6010-494010-507200	Transfer for Bond Issue - Water Utility
3010-3003010-392040	485,000	6026-494525-507200	Transfer for Bond Issue - Wastewater Utility
3010-3003010-392045	200,000	6060-496010-507200	Transfer for Bond Issue - Stormwater
6110-498210-392020	30,000	3010-3003010-507200	Transfer for Clean & Safe District
4620-452020-392020	42,730	3010-3003010-507200	Transfer for All Season Arena Debt
6800-465028-392020	500,000	3010-3003010-507200	Transfer for EDA Lease Revenue Bond



DEBT SERVICE

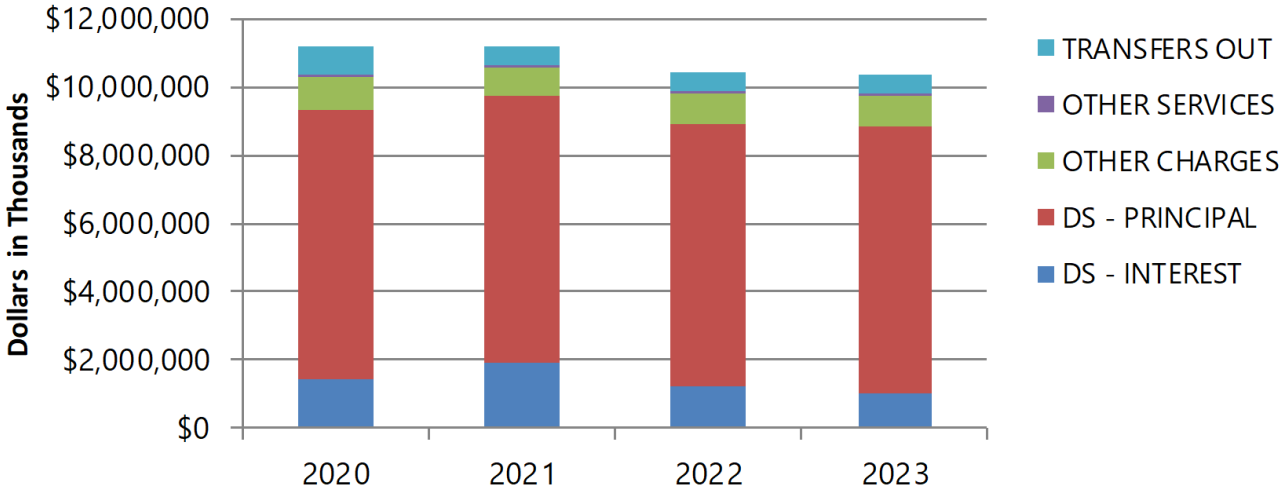
DEBT SERVICE Introduction

Debt Service accounts for collection of special assessment payments and property taxes necessary to retire general obligation bonds. General obligation backed bonds are used to finance public improvements associated with road, sewer, water, and stormwater reconstruction and new construction. This profile will provide a detailed overview of Debt Service.

Budgets Combined by Function

	2020 Actuals	2021 Actual thru June	2021 Budget	2022 Proposed Budget	% Change 21 to 22	2023 Proposed Budget
REVENUES						
INTERFUND TRANSFER	2,702,192	1,184,919	2,436,719	2,419,919	-1	2,419,919.0
INVESTMENT INCOME	99,563	0	50,000	50,000	0	50,000.0
MISCELLANEOUS	410	102	11,000	6,000	-45	6,000.0
PREMIUM ON BONDS ISS	0	26,923	0	0	0	0.0
PROCEEDS OF LT LIAB	52,963	189,399	100,000	100,000	0	100,000.0
SPECIAL ASSESSMENTS	3,608,837	288,966	3,740,000	2,865,000	-23	2,865,000.0
TAXES	5,029,865	3,131	4,860,000	5,022,100	3	5,028,000.0
Total	**11,493,831**	**1,693,440**	**11,197,719**	**10,463,019**	**(7)**	**10,468,919**
EXPENDITURES						
DS - INTEREST	1,750,020	816,016	1,923,618	1,238,143	-36	1,009,942.0
DS - PRINCIPAL	7,936,185	7,745,409	7,842,396	7,704,821	-2	7,863,467.0
OTHER CHARGES	919,387	394,862	778,000	863,302	11	872,625.0
OTHER SERVICES	20,843	24,940	75,000	75,000	0	75,000.0
TRANSFERS OUT	519,610	0	572,730	572,730	0	572,730.0
Total	**11,146,045**	**8,981,227**	**11,191,744**	**10,453,996**	**(7)**	**10,393,764**
Net Income (Loss)	**347,786**	**(7,287,787)**	**5,975**	**9,023**	**(40)**	**75,155**

Expense Snapshot



City of Mankato

Leading the way...

Surface Transportation CIP

City of Mankato

Leading the way...

STREET PROJECTS

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
2022 Alley Improvements	2022	436,830
2022 Pavement Rehabilitation	2022	1,723,718
Development Project	2022	1,000,000
Germania Park Redevelopment Phase 3	2022	1,745,706
Petition, Expansion and Major Streets	2022	300,000
Second St	2022	491,402
Tile Street	2022	1,199,938
Timberwolf Dr Pedestrian Crossing Enhancements	2022	191,805
Subtotal		**7,089,399**
Total		**7,089,399**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Development Projects	2023	1,000,000
Germania Park Redevelopment Phase 4	2023	1,426,600
Hubbel Avenue	2023	1,779,647
Pavement Rehabilitation	2023	910,000
Petition, Expansion and Major Streets	2023	400,000
Walnut St - 2nd St to 5th St	2023	1,252,804
Woodshire Dr	2023	1,025,342
Subtotal		**7,794,393**
Total		**7,794,393**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Development Projects	2024	1,000,000
Germania Park Phase 5	2024	1,103,200
Mulberry Street	2024	1,909,060
Pavement Rehabilitation	2024	910,000
Petition, Expansion and Major Streets	2024	200,000
Rita Road	2024	1,570,370
Riverfront Drive Main to Madison	2024	5,087,520
TH22/Augusta Dr Roundabout	2024	2,100,000
Subtotal		**13,880,150**
Total		**13,880,150**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Broad Street - Warren Street To Main Street	2025	3,972,450
Germania Park Phase 6	2025	1,248,800
Pavement Rehabilitation	2025	910,000
Petition, Expansion, and Major Streets	2025	300,000
Riverfront Drive	2025	1,106,724
Subtotal		**7,537,974**
Total		**7,537,974**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Development Projects	2026	1,000,000
Fourth Street	2026	2,477,125
Germania Park Phase 7	2026	1,649,200
Pavement Rehabilitation	2026	910,000
Petition, Expansion, and Major Streets	2026	300,000
Ruth St - Riverfront Dr to 4th St	2026	1,646,814
Subtotal		**7,983,139**
Total		**7,983,139**

Illustrative CIP Fund Overview

Project Name	Project Costs
Riverfront Drive/Owatonna Street	1,000,000
Roundabout Augusta and Highway 22	1,200,000
Subtotal	**2,200,000**
Total	**2,200,000**

Project: 2022 Alley Improvements

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

Pavement and drainage improvements of the following alleys in the Lincoln Park Neighborhood: 13-404,13-477, 13-478, 13-437 E/W, 13-437 N/S, 18-303, 18-304, 18-305, 18-328A

Project Justification

In June of 2009, Short Elliott Hendrickson Inc. (SEH) was approved by the City of Mankato to develop an Alley Master Plan to assist in more efficiently programming alley improvements over the next 5 to 10 years. After the 2017 construction year, using the guidelines that were established for the 2009 Alley Master Plan, City Staff drafted an annex to the Alley Plan for years 2018-2022. The alleys in this study are the remainder of the alleys that were identified as a part of the original study that are in need of improvements. The grouping of projects for each year were established through their geographic location to minimize mobilization and increase contractor efficiencies, ensuring minimal disruption to neighborhoods. The projects were also grouped to maintain a consistent per year project cost. After all of the alleys within this appendix to the Master Plan are completed all future alley improvements shall be done through property owner petitions or on an as needed basis for maintenance activities as identified by city staff.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Admin/bonding	22,594	0	0	0	0	22,594
Construction Contingency	34,234	0	0	0	0	34,234
Engineering	37,658	0	0	0	0	37,658
Storm Water	53,762	0	0	0	0	53,762
Street	288,582	0	0	0	0	288,582
Total	**436,830**	**0**	**0**	**0**	**0**	**436,830**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	275,830	0	0	0	0	275,830
Special Assessments	92,400	0	0	0	0	92,400
Stormwater Utility	68,600	0	0	0	0	68,600
Total	**436,830**	**0**	**0**	**0**	**0**	**436,830**

Project Timeline

December 2021 - Neighborhood informational meeting

January 2022 - Feasibility hearing

February 2022 - Assessment hearing

March 2022 - Award Bids

May 2022 - Start construction

August 2022 - Project completion

Project: 2022 Pavement Rehabilitation

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

Rehabilitation of pavement on Woodland Avenue from Gwyn Avenue to Moreland Avenue, Lafayette Street from Riverfront Drive to Broad Street and 2nd Street from Madison Avenue to Adams Street, Itasca Drive from Thro Avenue to Fair Street, Hosanna Drive from Itasca Drive to Hoffman Drive, W 5th Street from Sibley Street to Winona Street, Hope Street from Madison Avenue to Adams Street, and Hickory Street, 6th Street and Walnut Street from 5th Street to 5th Street.

Project Justification

Periodic renewal and improvement of pavement section on various streets is needed to maintain high quality surface transportation network in the City of Mankato. Streets are evaluated on an annual basis.

Engagement Strategy

An informational meeting will be held prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Bonding	85,966	0	0	0	0	85,966
Construction Contingency	119,119	0	0	0	0	119,119
Engineering	143,275	0	0	0	0	143,275
Sanitary	50,000	0	0	0	0	50,000
Storm	89,824	0	0	0	0	89,824
Street	1,149,585	0	0	0	0	1,149,585
SWPPP	41,621	0	0	0	0	41,621
Water	44,328	0	0	0	0	44,328
Total	**1,723,718**	**0**	**0**	**0**	**0**	**1,723,718**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	896,913	0	0	0	0	896,913
Sewer Utility	50,000	0	0	0	0	50,000
Special Assessments	621,323	0	0	0	0	621,323
Stormwater Utility	105,482	0	0	0	0	105,482
Water Utility	50,000	0	0	0	0	50,000
Total	**1,723,718**	**0**	**0**	**0**	**0**	**1,723,718**

Project Timeline

December 2021 - Neighborhood informational meeting

January 2022 - Feasibility hearing

February 2022 - Assessment hearing

March 2022 - Award Bids

May 2022 - Start construction

August 2022 - Project completion

Project: Development Project

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

Improvements for a developer petitioned project as identified in a development or subdivision agreement.

Project Justification

Developers are able, through the agreement process, to petition and assess project cost through the special assessment process. These projects are 100% assessable. An allowance has been accounted for in the overall Community Investment budget.

Project Uses

	2022	2023	2024	2025	2026	Total
Development Project	1,000,000	0	0	0	0	1,000,000
Total	**1,000,000**	**0**	**0**	**0**	**0**	**1,000,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Special Assessments	1,000,000	0	0	0	0	1,000,000
Total	**1,000,000**	**0**	**0**	**0**	**0**	**1,000,000**

Project Timeline

A timeline will be developed upon execution of a development or subdividers agreement.

Project: Germania Park Redevelopment Phase 3

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

The Germania Park Capital Improvements Plan (CIP) covers an area of Mankato generally bounded by Riverfront Drive, 1st Avenue, Trunk Highway 14 (TH 14), and the Minnesota River. The existing subsurface of this area is predominantly bedrock, which has limited the development to smaller residential developments and industrial businesses. Most of the city-owned infrastructure is original and dates 50 to 75 years in age, with the exception of Pine Street and a few residential streets on the east side of 3rd Avenue.

In 2011, Short Elliott Hendrickson, Inc. was retained by the City of Mankato to develop a master plan for the Germania Park area. This plan originally envisioned the improvements starting in 2015. Due to funding priorities within the Community Investment Plan these projects were delayed until 2019.

The proposed improvements for 2022 include: Harper Street from 8th Avenue to 3rd Avenue; 7th Avenue from Harper Street to the end; and 5th Avenue from Brooks Street to Harper Street.

Project Justification

The project area generally has utilities that are 50-75 years old. Sewer is believed to be made of vitrified clay. Vitrified clay is a brittle material susceptible to cracking, joint displacement, root intrusion, and infiltration. The sanitary sewer manholes are of a similar age and likely block or brick built. Due to the age and material build of the sanitary sewer, it is suggested that all sanitary sewer within the project area be reconstructed and replaced with polyvinyl chloride (PVC) pipe. The watermain is most likely made of cast iron, which is susceptible to breaking due to deterioration and freezing conditions in colder weather. It is also 6-inch in diameter, which is undersized compared to current standards. Fire flow in the CIP area was known to be substandard before construction of water main on Cleveland Street in the summer of 2011, due to a lack of water main looping and small pipe sizes.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Admin/Bonding	90,295	0	0	0	0	90,295
Contingency	136,811	0	0	0	0	136,811
Engineering	150,491	0	0	0	0	150,491
Sanitary Sewer	415,369	0	0	0	0	415,369
Storm Water	87,650	0	0	0	0	87,650
Street	517,848	0	0	0	0	517,848
SWPPP	46,672	0	0	0	0	46,672
Watermain	300,570	0	0	0	0	300,570
Total	**1,745,706**	**0**	**0**	**0**	**0**	**1,745,706**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	459,056	0	0	0	0	459,056
Sewer Utility	488,473	0	0	0	0	488,473
Special Assessments	341,630	0	0	0	0	341,630
Stormwater Utility	103,077	0	0	0	0	103,077
Water Utility	353,470	0	0	0	0	353,470
Total	**1,745,706**	**0**	**0**	**0**	**0**	**1,745,706**

Project Timeline

December 2021 - Neighborhood informational meeting

January 2022 - Feasibility hearing

February 2022 - Assessment hearing

March 2022 - Award Bids

May 2022 - Start construction

August 2022 - Project completion

Project: Petition, Expansion and Major Streets

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

Improvement to minor local roads and alleys. Typically pavement and transportation related.

Project Justification

Each year the Public Works Department receives request for improvements to the transportation system. Many of these project are local streets, or alleys. This budget line item exists to allow for minor projects that are petitioned to be designed and constructed within a single construction season, outside of the normal Community Investment Plan process.

Project Uses

	2022	2023	2024	2025	2026	Total
Petition Project	300,000	0	0	0	0	300,000
Total	**300,000**	**0**	**0**	**0**	**0**	**300,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	300,000	0	0	0	0	300,000
Total	**300,000**	**0**	**0**	**0**	**0**	**300,000**

Project Timeline

A timeline will be developed upon receipt of a petition.

Project: Second St

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

Reconstruction on 2nd street from Mabel Street to Good Counsel Drive is necessary. Replacing the pavement, installing new storm sewer, putting in new curb, gutter, driveway aprons, and repair sidewalk as necessary. Existing sanitary and watermain in the project area will remain in place.

Project Justification

The aggregate pavement rating of 2nd Street is 11 with further deterioration expected.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Admin/Bonding	25,417	0	0	0	0	25,417
Construction Contingency	38,511	0	0	0	0	38,511
Engineering	42,363	0	0	0	0	42,363
Sanitary Sewer	599	0	0	0	0	599
Stormwater	34,354	0	0	0	0	34,354
Street	337,639	0	0	0	0	337,639
SWPPP	12,519	0	0	0	0	12,519
Total	**491,402**	**0**	**0**	**0**	**0**	**491,402**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	234,808	0	0	0	0	234,808
Sewer Utility	704	0	0	0	0	704
Special Assessments	215,490	0	0	0	0	215,490
Stormwater Utility	40,400	0	0	0	0	40,400
Total	**491,402**	**0**	**0**	**0**	**0**	**491,402**

Project Timeline

December 2021 - Neighborhood informational meeting

January 2022 - Feasibility hearing

February 2022 - Assessment hearing

March 2022 - Award Bids

May 2022 - Start construction

August 2022 - Project completion

Project: Tile Street

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

Complete reconstruction on Tile Street from West 11th Street to West 8th Street is necessary. Replacing the pavement, installing new utilities, putting in new curb, gutter, sidewalk, driveway and alley aprons.

Project Justification

Most of the utilities are from the original install date of the 1920s, showing outdated pipes and deteriorating systems. Along with the road being constructed in that same time period and being in poor conditions. The aggregate pavement rating for Tile Street is 25. Tile street remain one of the few areas in west Mankato where major reconstruction has not been completed.

Engagement Strategy

Project will be presented at the CIP open house in the fall of 2021. An informational meeting will be held with the property owners prior to the feasibility hearing, typically in December of the year prior to construction.

Project Uses

	2022	2023	2024	2025	2026	Total
Admin/bonding	57,140	0	0	0	0	57,140
Construction Contingency	95,233	0	0	0	0	95,233
Engineering	95,232	0	0	0	0	95,232
Sanitary Sewer	99,797	0	0	0	0	99,797
Storm Water	121,835	0	0	0	0	121,835
Street	559,623	0	0	0	0	559,623
SWPPP	30,337	0	0	0	0	30,337
Watermain	140,741	0	0	0	0	140,741
Total	**1,199,938**	**0**	**0**	**0**	**0**	**1,199,938**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	383,399	0	0	0	0	383,399
Sewer Utility	125,744	0	0	0	0	125,744
Special Assessments	359,950	0	0	0	0	359,950
Stormwater Utility	153,512	0	0	0	0	153,512
Water Utility	177,333	0	0	0	0	177,333
Total	**1,199,938**	**0**	**0**	**0**	**0**	**1,199,938**

Project Timeline

December 2021 - Neighborhood informational meeting

January 2022 - Feasibility hearing

February 2022 - Assessment hearing

March 2022 - Award Bids

May 2022 - Start construction

August 2022 - Project completion

Project: Timberwolf Dr Pedestrian Crossing Enhancements

Department: STREET PROJECTS

Project Years: 2022 - 2022

Project Description

ADA improvements from the intersection of Timberwolf Drive/Heron Drive to .2 miles east.

Project Justification

These improvements are needed to become ADA compliant in this area and to improve pedestrian safety.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Sidewalk	191,805	0	0	0	0	191,805
Total	**191,805**	**0**	**0**	**0**	**0**	**191,805**

Funding and Sources

	2022	2023	2024	2025	2026	Total
General Fund	38,361	0	0	0	0	38,361
TAP	153,444	0	0	0	0	153,444
Total	**191,805**	**0**	**0**	**0**	**0**	**191,805**

Project Timeline

January - Feasibility

February - Hearing

March - Bid

May - Construction

October - Project completion

Project: Development Projects

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

Improvements for a developer petitioned project as identified in a development or subdivision agreement.

Project Justification

Developers are able, through the agreement process, to petition and assess project cost through the special assessment process. These projects are 100% assessable. An allowance has been accounted for in the overall Community Investment budget.

Project Uses

	2022	2023	2024	2025	2026	Total
Development Project	0	1,000,000	0	0	0	1,000,000
Total	**0**	**1,000,000**	**0**	**0**	**0**	**1,000,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Special Assessments	0	1,000,000	0	0	0	1,000,000
Total	**0**	**1,000,000**	**0**	**0**	**0**	**1,000,000**

Project Timeline

Developed upon execution of agreement

Project: Germania Park Redevelopment Phase 4

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

The Germania Park Capital Improvements Plan (CIP) covers an area of Mankato generally bounded by Riverfront Drive, 1st Avenue, Trunk Highway 14 (TH 14), and the Minnesota River. The existing subsurface of this area is predominantly bedrock, which has limited the development to smaller residential developments and industrial businesses. Most of the city-owned infrastructure is original and dates 50 to 75 years in age, with the exception of Pine Street and a few residential streets on the east side of 3rd Avenue.

In 2011, Short Elliott Hendrickson, Inc. was retained by the City of Mankato to develop a master plan for the Germania Park area. This plan originally envisioned the improvements starting in 2015. Due to funding priorities within the Community Investment Plan these projects were delayed until 2019.

The roads proposed for improvement in 2022 include: 6th Avenue from Harper Street to Cleveland Street; 5th Avenue from Harper Street to Cleveland Street; 4th Avenue from Harper Street to Lind Street; and Lind Street from 6th Avenue to 3rd Avenue.

Project Justification

The project area generally has utilities that are 50-75 years old. Sewer is believed to be made of vitrified clay. Vitrified clay is a brittle material susceptible to cracking, joint displacement, root intrusion, and infiltration. The sanitary sewer manholes are of a similar age and likely block or brick built. Due to the age and material build of the sanitary sewer, it is suggested that all sanitary sewer within the project area be reconstructed and replaced with polyvinyl chloride (PVC) pipe. The watermain is most likely made of cast iron, which is susceptible to breaking due to deterioration and freezing conditions in colder weather. It is also 6-inch in diameter, which is undersized compared to current standards. Fire flow in the CIP area was known to be substandard before construction of water main on Cleveland Street in the summer of 2011, due to a lack of water main looping and small pipe sizes.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Admin/Bonding	0	73,199	0	0	0	73,199
Contingency	0	112,361	0	0	0	112,361
Engineering	0	124,282	0	0	0	124,282
Sanitary Sewer	0	90,377	0	0	0	90,377
Stormwater	0	75,701	0	0	0	75,701
Street	0	767,888	0	0	0	767,888
Watermain	0	182,792	0	0	0	182,792
Total	**0**	**1,426,600**	**0**	**0**	**0**	**1,426,600**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	0	499,310	0	0	0	499,310
Sewer Utility	0	142,660	0	0	0	142,660
Special Assessments	0	499,310	0	0	0	499,310
Stormwater Utility	0	71,330	0	0	0	71,330
Water Utility	0	213,990	0	0	0	213,990
Total	**0**	**1,426,600**	**0**	**0**	**0**	**1,426,600**

Project Timeline

January - Feasibility

February - Hearing

March - Bid

May - Construction

October - Project completion

Project: Hubbel Avenue

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

The reconstruction of Hubbel Avenue from Riverfront Drive to Sibley Parkway.

Project Justification

The sanitary sewer and watermain system are original to the construction of the neighborhood and date to the 1930s. In recent years it has been found that some lots do not have conforming sanitary sewer service and the only way to provide compliant service is through reconstruction of the road. The road also suffers from drainage problems at the location of the rail road crossing.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Hubbel Street reconstruction	0	1,779,647	0	0	0	1,779,647
Total	**0**	**1,779,647**	**0**	**0**	**0**	**1,779,647**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	0	508,109	0	0	0	508,109
Sewer Utility	0	298,531	0	0	0	298,531
Special Assessments	0	464,515	0	0	0	464,515
Stormwater Utility	0	229,555	0	0	0	229,555
Water Utility	0	278,937	0	0	0	278,937
Total	**0**	**1,779,647**	**0**	**0**	**0**	**1,779,647**

Project Timeline

January - Feasibility; February - Hearing; March - Bid; May - Construction; October - Project completion

Project: Pavement Rehabilitation

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

Rehabilitation of pavement on various streets in Mankato

Project Justification

Periodic renewal and improvement of pavement section on various streets is needed to maintain high quality surface transportation network in the City of Mankato. Streets to be evaluated on an annual basis.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Pavement Rehabilitation	0	910,000	0	0	0	910,000
Total	**0**	**910,000**	**0**	**0**	**0**	**910,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	0	500,000	0	0	0	500,000
Sewer Utility	0	50,000	0	0	0	50,000
Special Assessments	0	300,000	0	0	0	300,000
Stormwater Utility	0	10,000	0	0	0	10,000
Water Utility	0	50,000	0	0	0	50,000
Total	**0**	**910,000**	**0**	**0**	**0**	**910,000**

Project Timeline

January - Feasibility
February - Hearing
March - Bid
May - Construction
October - Project completion

Project: Petition, Expansion and Major Streets

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

Improvement to minor local roads and alleys. Typically pavement and transportation related.

Project Justification

Each year the Public Works Department receives request for improvements to the transportation system. Many of these project are local streets, or alleys. This budget line item exists to allow for minor projects that are petitioned to be designed and constructed within a single construction season, outside of the normal Community Investment Plan process.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Petition Project	0	400,000	0	0	0	400,000
Total	**0**	**400,000**	**0**	**0**	**0**	**400,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	0	400,000	0	0	0	400,000
Total	**0**	**400,000**	**0**	**0**	**0**	**400,000**

Project Timeline

January - Feasibility
February - Hearing
March - Bid
May - Construction
October - Project completion

Project: Walnut St - 2nd St to 5th St

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

Complete reconstruction of Walnut Street from 2nd Street to 5th Street, including complete replacement of all pavement, along with the watermain, sanitary sewer, storm sewer, services to each lot, curb and gutter, sidewalk, and driveway and alley aprons as applicable.

Project Justification

Walnut Street including its utilities were originally reconstructed in 1970. The existing street and utilities are deteriorating and in need of repair. Without improvements, this roadway will warrant high maintenance costs, along with further deterioration, until failure. These improvements will reduce the cost of maintenance expenditures in the future.

Engagement Strategy

An informational meeting will be held with residents prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Admistration	0	64,800	0	0	0	64,800
Construction Contingency	0	98,182	0	0	0	98,182
Engineering	0	108,000	0	0	0	108,000
Sanitary Sewer	0	108,510	0	0	0	108,510
Storm	0	199,908	0	0	0	199,908
Street	0	590,082	0	0	0	590,082
Watermain	0	83,322	0	0	0	83,322
Total	**0**	**1,252,804**	**0**	**0**	**0**	**1,252,804**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	0	494,331	0	0	0	494,331
Sewer Utility	0	127,607	0	0	0	127,607
Special Assessments	0	307,540	0	0	0	307,540
Stormwater Utility	0	225,339	0	0	0	225,339
Water Utility	0	97,987	0	0	0	97,987
Total	**0**	**1,252,804**	**0**	**0**	**0**	**1,252,804**

Project Timeline

January - Feasibility hearing

February - Assessment hearing

March - Bid

May - Construction

October - Project Completion

Project: Woodshire Dr

Department: STREET PROJECTS

Project Years: 2023 - 2023

Project Description

The proposed improvements for Maple Lane and Woodshire Drive from Madison Avenue to the northern end include replacement of sanitary sewer, watermain, storm sewer, end services, aggregate base, concrete curb and gutter, bituminous pavement, sidewalks, landscaping, and driveway pavement.

Project Justification

Maple Lane and Woodshire Drive was originally constructed in 1958. Utilities remain this old while the pavement was recently done in 1998. The mains in this area has been subject to galvanic corrosion and it is recommended that they be replaced with PVC pipe to prevent any future disruptions to service. The current PCI (Pavement Condition Index) rating for Woodshire Drive is as low as 43 PCI while Maple Lane is 52 PCI. These complementary needs are best addressed with a full reconstruction project.

Engagement Strategy

An informational meeting will be held with the property owners prior to the feasibility hearing.

Project Uses

	2022	2023	2024	2025	2026	Total
Admin	0	53,035	0	0	0	53,035
Construction Contingency	0	80,356	0	0	0	80,356
Engineering	0	88,391	0	0	0	88,391
Sanitary	0	188,161	0	0	0	188,161
Storm	0	73,244	0	0	0	73,244
Street	0	393,073	0	0	0	393,073
SWPPP	0	20,890	0	0	0	20,890
Watermain	0	128,192	0	0	0	128,192
Total	**0**	**1,025,342**	**0**	**0**	**0**	**1,025,342**

Funding and Sources

	2022	2023	2024	2025	2026	Total
G.O. Bonding	0	230,766	0	0	0	230,766
Sewer Utility	0	221,277	0	0	0	221,277
Special Assessments	0	336,410	0	0	0	336,410
Stormwater Utility	0	86,135	0	0	0	86,135
Water Utility	0	150,754	0	0	0	150,754
Total	**0**	**1,025,342**	**0**	**0**	**0**	**1,025,342**

Project Timeline

December 2021 - Neighborhood informational meeting

January 2022 - Feasibility hearing

February 2022 - Assessment hearing

March 2022 - Award Bids

May 2022 - Start construction

August 2022 - Project completion



Capital Replacement

City of Mankato

Leading the way...

PUBLIC SAFETY FIRE EQUIPMENT

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Ladder Truck	2022	700,000
Subtotal		**700,000**
Total		**700,000**

\Illustrative CIP Fund Overview

Project Name	Project Costs
Fire pumper truck	550,000
Subtotal	**550,000**
Total	**550,000**

Project: Ladder Truck

Department: PUBLIC SAFETY FIRE EQUIPMENT

Project Years: 2022 - 2023

Project Description

Replace ladder #907 with a similar combination ladder/pumper truck.

Project Justification

Ladder 907 was purchased in 2005. It is due to be retired from front-run service in 2020 as part of the regular replacement plan but it is recommended to extend its replacement until 2021 when the apparatus replacement account can support the expense. A discount is usually applied if the purchaser pays for the chassis at the beginning of the project and pays for the balance upon delivery. This should be able to be timed to spread the payments across FY 2021 and FY 2022. The vehicle would be used as a backup pumper for another 3 to 5 years until the next engine is due for replacement. $22,000 per year has been budget for its replacement and the account will have enough funds in 2022. Engine 906, purchased in 2001, has been in backup status since 2017 and would be sold at auction. The ladder truck is used as a regional resource for its reach and capability. North Mankato has a 75 ft. ladder truck and both departments communicate with each other when one unit is out of service or needed for a fire emergency.

Engagement Strategy

Demonstrate use at Public Safety CIP project open house.

Project Uses

	2022	2023	2024	2025	2026	Total
Final payment ladder truck	700,000	0	0	0	0	700,000
Total	**700,000**	**0**	**0**	**0**	**0**	**700,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	700,000	0	0	0	0	700,000
Total	**700,000**	**0**	**0**	**0**	**0**	**700,000**

Project Timeline

January-April 2021: Research and identify replacement vehicle.

April-July 2021: Contract process.

July 2021: Chassis payment to manufacturer for discount (approximately $600,000)

July 2021 - July 2022: Manufacturer construction.

July-August 2022: Equip vehicle, training.

September 2022: In service

October 2022: Sell engine 906 (Ladder 907 used as backup unit)

City of Mankato

Leading the way...

PUBLIC SAFETY
POLICE EQUIPMENT

Cash Flow

PUBLIC SAFETY CAPITAL REPLACEMENT PLAN
2022-2026

Public Safety Capital Equipment Replacement						
Fund balance	$ 410,863.00	$ 353,863.00	$ 344,863.00	$ 282,863.00	$ 283,863.00	
Transfer-in	$ 105,000.00	$ 105,000.00	$ 105,000.00	$ 105,000.00	$ 105,000.00	
Available Funds	$ 515,863.00	$ 458,863.00	$ 449,863.00	$ 387,863.00	$ 388,863.00	
Project Name	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**
AEDs			$ (63,000)			**$ (63,000)**
LUCAS					$ (17,000)	**$ (17,000)**
Radios	$ (50,000)	$ (50,000)	$ (50,000)	$ (50,000)	$ (50,000)	**$ (250,000)**
Tactical Optics	$ (13,000)					**$ (13,000)**
SCBA	$ (54,000)	$ (54,000)	$ (54,000)	$ (54,000)	$ (54,000)	**$ (270,000)**
Extrication Equipment	$ (45,000)	$ (10,000)				**$ (55,000)**
Total	**$ (162,000)**	**$ (114,000)**	**$ (167,000)**	**$ (104,000)**	**$ (121,000)**	**$ (668,000)**
Fund Balance	$ 353,863.00	$ 344,863.00	$ 282,863.00	$ 283,863.00	$ 267,863.00	

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Extrication equipment replacement	2022	45,000
Public Safety radio replacement	2022	50,000
SCBA replacement	2022	54,000
Tactical Optics	2022	13,000
Subtotal		**162,000**
Total		**162,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Extrication equipment replacement	2023	10,000
Public Safety radio replacement	2023	50,000
SCBA replacement	2023	54,000
Subtotal		**114,000**
Total		**114,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Public Safety radio replacement	2024	50,000
Replacement of Public Safety Automated External Defibrillators	2024	63,000
SCBA replacement	2024	54,000
Subtotal		**167,000**
Total		**167,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Public Safety radio replacement	2025	50,000
SCBA replacement	2025	54,000
Subtotal		**104,000**
Total		**104,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Public Safety radio replacement	2026	50,000
Replacement of LUCAS machine	2026	17,000
SCBA replacement	2026	54,000
Subtotal		**121,000**
Total		**121,000**

Project: Extrication equipment replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2022 - 2023

Project Description

Replace vehicle extrication equipment (Cutters and Spreaders).

Project Justification

Extrication equipment is used to rescue victims from vehicle crashes. The current equipment is over 10 years old. Changes in vehicle construction safety standards have required increasing cutting strength in the tools in order to access victims. Additionally, changes in tool technology allow for battery operated extrication equipment that is easier to use and requires less maintenance and cost for hydraulic power units.

Project Uses

	2022	2023	2024	2025	2026	Total
Replace extrication equipment	45,000	10,000	0	0	0	55,000
Total	**45,000**	**10,000**	**0**	**0**	**0**	**55,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	45,000	10,000	0	0	0	55,000
Total	**45,000**	**10,000**	**0**	**0**	**0**	**55,000**

Project Timeline

2022: Replace First run apparatus extrication equipment

2023: Replace Cutter tool on rescue vehicle

Project: Public Safety radio replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2022 - 2029

Project Description

Replacement planning for Public Safety radios

Project Justification

Mobile and portable Public Safety radios were replaced in 2020/2021 and are assumed to need replacing 8-10 years into the future. Radio technology will see upgrades over the next 8-10 years that will cause a need to replace the current inventory. Additionally, the radio vendor may stop servicing the existing model of radio in our inventory because of the new technology available.

Project Uses

	2022	2023	2024	2025	2026	Total
Cash reserves for radio replacement	50,000	50,000	50,000	50,000	50,000	250,000
Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	50,000	50,000	50,000	50,000	50,000	250,000
Total	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**

Project Timeline

Planning for replacement of the radios began immediately after the purchase of the current/ new inventory of radios as the cost to replace them will be significant. The radios may need replacement as early as 2029.

Project: SCBA replacement

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2022 - 2031

Project Description

Replace fire Self Contained Breathing Apparatus (SCBA)

Project Justification

The SCBAs were replaced in 2016. They have a service live of 15 years, making the replacement schedule due in 2031.

Project Uses

	2022	2023	2024	2025	2026	Total
Cash reserve-SCBA	54,000	54,000	54,000	54,000	54,000	270,000
Total	**54,000**	**54,000**	**54,000**	**54,000**	**54,000**	**270,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	54,000	54,000	54,000	54,000	54,000	270,000
Total	**54,000**	**54,000**	**54,000**	**54,000**	**54,000**	**270,000**

Project Timeline

Research models in 2030. Purchase replacement air packs in 2031.

Project: Tactical Optics

Department: PUBLIC SAFETY POLICE EQUIPMENT

Project Years: 2022 - 2022

Project Description

This project will replace the sight optics on weapons deployed in Public Safety Police squad cars and elsewhere to be available for use by police personnel in the field and/or for training.

Project Justification

The life cycle of the optics is 5 years and they will have outlasted that life cycle by 2022. There are currently 38 weapons that are in use and the preferred method of replacement would be to replace all optics at the same time to have the same technology available on each weapon.

Project Uses

	2022	2023	2024	2025	2026	Total
Replace weapon optics	13,000	0	0	0	0	13,000
Total	**13,000**	**0**	**0**	**0**	**0**	**13,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	13,000	0	0	0	0	13,000
Total	**13,000**	**0**	**0**	**0**	**0**	**13,000**

Project Timeline

Plan to purchase in early part of 2022.

City of Mankato

Leading the way...

WATER CAPITAL IMPROVEMENT FUND

Cash Flow

Water Capital	2022	2023	2024	2025	2026		
Projected Fund Balance	$751,996.00	$198,996.00	$283,246.00	$474,496.00	$464,496.00		
Transfer-In Water	$500,000.00	$525,000.00	$550,000.00	$550,000.00	$550,000.00		
Available Funds	$ 1,251,996	$ 723,996	$ 833,246	$ 1,024,496	$ 1,014,496		
Project Title	2022	2023	2024	2025	2026	**Total**	Illustrative
Well 17 Installation-preliminary in 2023						**$ -**	$ 800,000
Master Plan/2026-Depending on anything happening with Eagle lake			$ 75,000	$ 175,000	$ 100,000	**$ 350,000**	
Whole facility Dehumidifiers for WTP	$ 18,000					**$ 18,000**	
Sibley Reservoir demo/out of service since 2005/2028 replacement				$ 65,000	$ 65,000	**$ 130,000**	
Balcezak Tower Generator installation	$ 20,000					**$ 20,000**	
Softner Rehab- Sand Blast and recoat Lamella Tubes 2032	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	**$ 100,000**	
Tower Maintenance/2030-Need to talk about overcoating in 2022 or 2023	$ 50,000	$ 50,000	$ 50,000	$ 100,000	$ 100,000	**$ 350,000**	
Membrane Filter Replacement		$ 35,000	$ 35,000	$ 35,000	$ 35,000	**$ 140,000**	
UF airline replacement/2024		$ 23,750	$ 23,750	$ 40,000		**$ 87,500**	
Blacktop the driveway at Balcerzak tower		$ 22,000				**$ 22,000**	
HVAC Replacement-whf/2023	$ 60,000	$ 60,000				**$ 120,000**	
Redevelop well 16-Sand issue/2025.	$ 35,000	$ 25,000	$ 30,000			**$ 90,000**	
Remote site PLC upgrades GE fanuc outdated					$ 20,000	**$ 20,000**	
WHF Garage Doors	$ 15,000	$ 15,000			$ 15,000	**$ 45,000**	
Air Handler replacements Softener #1 and #2			$ 75,000	$ 75,000		**$ 150,000**	
Pipe integrity testing.			$ 50,000	$ 50,000		**$ 100,000**	
14/169 Water Main Lining	$435,000					**$ 435,000**	
Well 15 Lateral Cleaning	$400,000					**$ 400,000**	
Madison Tower Cleaning		$190,000				**$ 190,000**	
Well 13 Lateral replacement						**$ -**	$ 2,500,000
Total	**$1,053,000**	**$440,750**	**$358,750**	**$560,000**	**$355,000**	**$ 2,767,500**	$ 3,300,000
Fund Balance	$198,996	$283,246	$474,496	$464,496	$659,496		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Facility Dehumidifier	2022	18,000
Generator installation Balcerzak Tower	2022	20,000
Highway 14 water main lining	2022	435,000
Painting of Towers	2022	50,000
Place Holder-HVAC Replacement	2022	60,000
Redevelop well 16	2022	35,000
Softener Rehab	2022	20,000
Well 15 Lateral Cleaning	2022	400,000
WHF Garage door replacement	2022	15,000
Subtotal		**1,053,000**
Total		**1,053,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Blacktop Balcerzak Driveway	2023	22,000
Painting of Towers	2023	50,000
Place Holder-HVAC Replacement	2023	60,000
Redevelop well 16	2023	25,000
Softener Rehab	2023	20,000
UF Airline Replacement	2023	23,750
Water - Membrane Replacement	2023	35,000
WHF Garage door replacement	2023	15,000
Subtotal		**250,750**
Total		**250,750**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Painting of Towers	2024	50,000
Pipe integrity testing	2024	50,000
Redevelop well 16	2024	30,000
Softener 1 & 2 HVAC	2024	75,000
Softener Rehab	2024	20,000
UF Airline Replacement	2024	23,750
Water - Membrane Replacement	2024	35,000
WTP Master Plan	2024	75,000
Subtotal		**358,750**
Total		**358,750**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Painting of Towers	2025	100,000
Pipe integrity testing	2025	50,000
Removal of the WTP reservoir	2025	65,000
Softener 1 & 2 HVAC	2025	75,000
Softener Rehab	2025	20,000
UF Airline Replacement	2025	40,000
Water - Membrane Replacement	2025	35,000
WTP Master Plan	2025	175,000
Subtotal		**560,000**
Total		**560,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Painting of Towers	2026	100,000
Removal of the WTP reservoir	2026	65,000
Softener Rehab	2026	20,000
Water - Membrane Replacement	2026	35,000
WHF door replacement	2026	15,000
WTP Master Plan	2026	100,000
Subtotal		**335,000**
Total		**335,000**

Illustrative CIP Fund Overview

Project Name	Project Costs
North City Booster Installation	1,000,000
Skyline Booster Installation and Tower Installation	2,000,000
Well 13 Lateral Replacement	2,500,000
Well 17 Installation	4,550,000
Subtotal	**10,050,000**
Total	**10,050,000**

Project: Facility Dehumidifier

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Facility Dehumidifier installation

Project Justification

This is for two whole room dehumidifier that remove the humidity of a 90,000 sqft room. The softener and filter building create excessive moisture that will increase the corrosion of multiple materials in the facility. One for the softening and one for the filter building. When the outside humidity increases with an outside temperature below 85 degrees the AC units will not run due to the cooling effect of the open water basins. This creates excessive moisture on all piping. This moisture speeds up corrosion and creates a safety issue in excess water on the floors.

There are currently portable dehumidifiers that are designed for 34,000 sqft, but they are approaching the end of their life.

Project Uses

	2022	2023	2024	2025	2026	Total
	18,000	0	0	0	0	18,000
Total	**18,000**	**0**	**0**	**0**	**0**	**18,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	18,000	0	0	0	0	18,000
Total	**18,000**	**0**	**0**	**0**	**0**	**18,000**

Project Timeline

January through March 2022

Project: Generator installation Balcerzak Tower

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Installation of a emergency generator at Balcerzak Tower

Project Justification

There is currently a generator onsite that supplies emergency power to the Public Safety backup radios. This is a stand alone unit that supplies power to the county radios only and not Mankato Public Utilities equipment. The generator is far past the useful life and is in need of replacement. I would like to remove this one and install an upsized generator which would supply the entire site rather than just the backup radios. Balcerzak is the controlling water tower for our main pumping stations. Losing power to this site may hinder the ability to automatically control the operations of the pumping sites.

Project Uses

	2022	2023	2024	2025	2026	Total
	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

Summer of 2022

Project: Highway 14 water main lining

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Line 1,050 feet of 12 inch ductile iron pipe. The pipe is located on the North side of the Highway 14 West off ramp going onto Highway 169 North. The pipe is in a bad location and it is in very poor shape.

Project Justification

We have had 3 breaks on this pipe in the last 2 years, the pipe is very corroded this makes the pipe weak and then we have breaks, We need to call a contractor to dig theses for us because of the depth of the pipe and the reach down the hillside. We lose over a million gallons of water on every break that we have had on this line.

Engagement Strategy

We will be working with the State on this, keeping them informed of where the project is at.

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Lining Watermain	435,000	0	0	0	0	435,000
Total	**435,000**	**0**	**0**	**0**	**0**	**435,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	435,000	0	0	0	0	435,000
Total	**435,000**	**0**	**0**	**0**	**0**	**435,000**

Project Timeline

Summer of 2020

Project: Painting of Towers

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2030

Project Description

There was a coating evaluation competed November of 2017 which outlined multiple in the report:

- Install bracing on the inspection platform and remove the current brackets
- Replace drains
- Weld all seams on the I-beams to prevent corrosion
- Replace inspection platform
- Weld multiple spots that were not done to meet MDH standards
- Replace seals
- Sand blast and coat the interior and exterior of the tower
- Repair the leg supports
- Remove the spiral staircase and install one that meets OSHA standards

This is only a fraction of the work to be done.

Project Justification

This is a placeholder for future repairs.

Project Uses

	2022	2023	2024	2025	2026	Total
Cash Reserves	50,000	50,000	50,000	100,000	100,000	350,000
Total	**50,000**	**50,000**	**50,000**	**100,000**	**100,000**	**350,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	50,000	50,000	50,000	100,000	100,000	350,000
Total	**50,000**	**50,000**	**50,000**	**100,000**	**100,000**	**350,000**

Project Timeline

Future Rehab.

Project: Place Holder-HVAC Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2023

Project Description

HVAC Replacement

Project Justification

The current HVAC system is original to the installation of the building in 1999. We have had multiple issues the last few years with heat loss, ventilation not operating, ventilation operating when heating, and mechanical failures. The HVAC system is also an emergency vent for build up of CO gasses for that building due to the need to operate a semi in the building during the removal of the lime trailers. The HVAC system components are not readily available due to the age.

Project Uses

	2022	2023	2024	2025	2026	Total
	60,000	60,000	0	0	0	120,000
Total	**60,000**	**60,000**	**0**	**0**	**0**	**120,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	60,000	60,000	0	0	0	120,000
Total	**60,000**	**60,000**	**0**	**0**	**0**	**120,000**

Project Timeline

Summer of 2023

Project: Redevelop well 16

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2024

Project Description

Redevelop the bore hole of the original well casing. The has been sand build up in the original bore hole to a depth of 589'. To maintain the efficiency the sand will need to be removed. We tried to bail it during the 10 year maintenance to no avail. It was advised to pull and remove all sand to get to the original depth in 5 years.

Project Justification

As the sand fills the original bore hole multiple issues follow. We experienced some when it was pulled in the spring of 2020.

1. The sand reduced the capacity of the well.

2. The sand acts as a sand blaster and wears holes in the pump, casing, and shafts casing premature failure.

3. The minerals that are brought up will also decrease the tolerance of the pump which could seize the pump.

The pump and shaft will need to be pulled. Once it is out the sand will have to be air lifted out along with water. This is the quickest way to remove the sand, but also creates a solids/water issue that needs to be managed and disposed of properly. Bergerson Caswell has done this before at well 16 and well 13. They provided a budgetary number and outline of work needed to be done.

Project Uses

	2022	2023	2024	2025	2026	Total
Well 16 Redevelopment	35,000	25,000	30,000	0	0	90,000
Total	**35,000**	**25,000**	**30,000**	**0**	**0**	**90,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	35,000	25,000	30,000	0	0	90,000
Total	**35,000**	**25,000**	**30,000**	**0**	**0**	**90,000**

Project Timeline

Spring of 2025 before peak pumping, but after the spring thaw to allow for water management.

Project: Softener Rehab

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2032

Project Description

Rehab of softener #3 and 4 metal structures.

Project Justification

We are setting aside money to complete a sandblast and coat of the corroded metals inside the softeners. Basic maintenance has held up well, but we will eventually get to a point to completely rehab the unit. There are some metals that we are not able to get to that are beginning to rust through.

Project Uses

	2022	2023	2024	2025	2026	Total
	20,000	20,000	20,000	20,000	20,000	100,000
Total	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**100,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	20,000	20,000	20,000	20,000	20,000	100,000
Total	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**100,000**

Project Timeline

Winter of 2032

Project: Well 15 Lateral Cleaning

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Lateral Cleaning

Project Justification

Well 15 has 4 laterals that extend into the surficial sands aquifer. These laterals are screened to allow the water to flow from the water table into the caisson to be pumped out. The laterals have built up with silt, not allowing the proper flow through the screen. After the last inspection it was suggested that the laterals be cleaned. This is done through a contactor where they lower an individual into the caisson to jet and chemically clean each lateral. Each Lateral is then flow tested to verify the design flow has been met.

This work will need to be done every 15 years. It has not been completed since the well was installed new in 2005.

Project Uses

	2022	2023	2024	2025	2026	Total
Contractual - Cleaning	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Project Timeline

Spring of 2022

Project: WHF Garage door replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2023

Project Description

Replace the aging Waste Handling garage doors

Project Justification

Four doors were installed in 1999 with the construction of the building. The doors are to allow the waste lime hauler to back into the building, connect to the trailers, and haul away the waste lime. February of 2021 one doors bound up in the cage and would not release. This initiated an emergency repair of the door. The lead time on this style of a door is 3 months. The need to access the building is imperative to the operation of the treatment facility. The trailers are dumped every other day. Leaving the doors open is not a possibility affects the security of the facility.

Project Uses

	2022	2023	2024	2025	2026	Total
	15,000	15,000	0	0	0	30,000
Total	**15,000**	**15,000**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	15,000	15,000	0	0	0	30,000
Total	**15,000**	**15,000**	**0**	**0**	**0**	**30,000**

Project Timeline

Summer of each year.

One will be replaced in 2022 and one in 2023.

Project: Blacktop Balcerzak Driveway

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2023 - 2023

Project Description

Installation of Blacktop around the tower.

Project Justification

There is currently a gravel driveway around the tower, making access to the tower limited. Spring, Fall, and Winter make it difficult to get in with equipment for maintenance. There is damage to the site continuously due to no hard pavement for vehicle travel. When plowing in the winter we push the gravel into the grass and causes damage to the lawn mowers.

Project Uses

	2022	2023	2024	2025	2026	Total
	0	22,000	0	0	0	22,000
Total	**0**	**22,000**	**0**	**0**	**0**	**22,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	0	22,000	0	0	0	22,000
Total	**0**	**22,000**	**0**	**0**	**0**	**22,000**

Project Timeline

Summer of 2022

Project: UF Airline Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2023 - 2025

Project Description

UF membrane filter airline replacement

Project Justification

The current airline is made of a shatter resistant PVC which is no longer made or supported. If we were to break a fitting or section of pipe we would have to replace it with standard PVC which is not safety rated. I acquired a quote to replace the airline through Javens to get an idea as to what the cost might be.

Project Uses

	2022	2023	2024	2025	2026	Total
Contract costs	0	23,750	23,750	40,000	0	87,500
Total	**0**	**23,750**	**23,750**	**40,000**	**0**	**87,500**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	0	23,750	23,750	40,000	0	87,500
Total	**0**	**23,750**	**23,750**	**40,000**	**0**	**87,500**

Project Timeline

Fall/Winter of 2025

Project: Water - Membrane Replacement

Department: WATER CAPITAL IMPROVEMENT FUND

Project Years: 2023 - 2028

Project Description

Replacement of 640 membrane modules.Priority - High

Project Justification

The facility has 8 membranes filter skids consisting of 80 modules each making a total of 640 filter modules total in the facility. 320 modules were replaced in 2017 and 320 in 2018. I would like to begin replacement in 2027 by completing a 50% replacement the middle of the year. This will begin to spread out future module replacements. The membranes cannot be stored on site. They must be put into service when purchased since there is no guaranteed shelf life if they are not actually on-line receiving water. As the filter modules age the small internal strands become brittle and break. Detection is through declining Log Removal Values (LRV), increase Membrane Integrity Testing (MIT)-water flow testing, and the use of sounding gear. The WTP maintenance department is spending one full day every month to maintain an acceptable LRV. The MN Department of Health requires an LRV of 4.0 for potable water. The WTP has set a standard of removing a filter from service for repair if an LRV falls below 4.30. We feel that this proactive approach will keep our team ahead of any arising issues. It will also allow us the time to attend to other emergency repairs before completing membrane repairs. Due to the regulations, extended lead time and increasing maintenance costs it is critical that these be replaced in a timely manner. *The LRV is a number that is calculated by using the last known filtration volume, last known pressure/trans membrane pressure, and the displaced flow on the Membrane Integrity Panel. This test is done daily to record any perforations in the membrane surface where contaminants would have the possibility to pass. *Membrane pinning is a process where the leaks are isolated to the A or B side of the filter. Maintenance will conduct a MIT Diagnostic on the filter in question. At this time they will use an electronic stethoscope to listen for fiber breakage. All vessels with possible leaks are recorded. The filter is then drained and locked out. The modules are pulled and submerged in a water bath, the filtrate side of the fiber is pressurized with air. If there is a leak, air bubbles will expose themselves from one of the 10,000 fibers on the module surface.

Project Uses

	2022	2023	2024	2025	2026	Total
Cash Reserve	0	35,000	35,000	35,000	35,000	140,000
Total	**0**	**35,000**	**35,000**	**35,000**	**35,000**	**140,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Water Capital	0	35,000	35,000	35,000	35,000	140,000
Total	**0**	**35,000**	**35,000**	**35,000**	**35,000**	**140,000**

Project Timeline

Installation Fall of 2027 or spring of 2028



WW COLLECTIONS CAPITAL IMPROVEMENT FUND

Cash Flow

Sewer Collection Capital	2022	2023	2024	2025	2026	
Projected Fund Balance	$653,081	$311,081	$511,081	$711,081	$911,081	
Transfer-In Sewer Capital	$200,000	$200,000	$200,000	$200,000	$200,000	
Available Funds	$ 853,081	$ 511,081	$ 711,081	$ 911,081	$ 1,111,081	

Project Title	2022	2023	2024	2025	2026	**Total**
Viking Ravine Lift Station	$ 425,000	$ -	$ -	$ -	$ -	**$425,000.00**
Northside lift station	$ 117,000	$ -	$ -	$ -	$ -	**$117,000.00**
Total	**$542,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$542,000.00**
Fund Balance	$ 311,081	$ 511,081	$ 711,081	$ 911,081	$ 1,111,081	

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Northside Sanitary Sewer Lift Station Wet Pit rehabilitation	2022	117,000
Viking Drive Lift Station	2022	425,000
Subtotal		**542,000**
Total		**542,000**

Illustrative CIP Fund Overview

Project Name	Project Costs
Infra - Mulberry Liftstation Upgrade	2,110,680
Subtotal	**2,110,680**
Total	**2,110,680**

Project: Northside Sanitary Sewer Lift Station Wet Pit rehabilitation

Department: WW COLLECTIONS CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Northside Sanitary sewer lift station wet pit complete rehabilitation. New pumps, Pump rails, Discharge piping, Level sensors, Concrete protection coating. Wet pit is 35 feet deep and 8 feet wide. Estimated cost is $90,000.00

Project Justification

Pump guide rails are deteriorating very badly, Discharge piping is also. The pumps are old and need to be upgraded. The float system which operates the pump on and off operation and gives us an alarm for high wet well level needs to be upgraded. New guide rails and piping will be made to withstand the gasses in the wet well that are deteriorating them. New pumps will be high efficient using less power and being able to pump more water. The wet pit structure will also need to be coated to keep the pit from deteriorating any further.

Engagement Strategy

- Community Investment Plan open house
- City Website (Community Investment Plan project page)
- Other

Project Uses

	2022	2023	2024	2025	2026	Total
Lift Station Improvment	117,000	0	0	0	0	117,000
Total	**117,000**	**0**	**0**	**0**	**0**	**117,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sewer Utility	117,000	0	0	0	0	117,000
Total	**117,000**	**0**	**0**	**0**	**0**	**117,000**

Project Timeline

Summer or 2021

Project: Viking Drive Lift Station

Department: WW COLLECTIONS CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Viking Drive Sanitary sewer lift station wet pit complete rehabilitation. New pumps, Pump rails, Discharge piping, Level sensors, Concrete protection coating. Estimated cost is $100,000.00

Project Justification

Pump guide rails are deteriorating very badly, discharge piping is also. The pumps are old and not high efficiency they need to be upgraded. The float system which operates the pumps of and off operation and gives us an alarm for high wet well level needs to be upgraded. New guide rails and piping will be made to withstand the gasses in the wet well that are deteriorating them. New pumps will be high efficient using way less power to operate and able to pump more water. The wet well structure will also need to be coated to keep it from deteriorating any further.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project page)

Project Uses

	2022	2023	2024	2025	2026	Total
Lift Station Improvements	425,000	0	0	0	0	425,000
Total	**425,000**	**0**	**0**	**0**	**0**	**425,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sewer Utility	425,000	0	0	0	0	425,000
Total	**425,000**	**0**	**0**	**0**	**0**	**425,000**

Project Timeline

Summer of 2022



WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Cash Flow

Wastewater Plant Capital Impr	2022	2023	2024	2025	2026	
Projected Fund Balance	$1,428,165	$3,075,815	$4,517,898	$5,936,414	$3,003,128	
Transfer-In Wastewater	$2,000,000	$2,000,000	$2,000,000	$2,000,000	$2,000,000	
Available Funds	$ 3,428,165	$ 5,075,815	$ 6,517,898	$ 7,936,414	$ 5,003,128	
Project Title	2022	2023	2024	2025	2026	**Total**
2028 - Blower Replacement with turbo blowers	$150,000	$200,000	$300,000	$650,000	$750,000	**$2,150,000**
2022 - 2025 Disc filter panel replacement	$55,580	$57,247	$58,964	$60,733		**$232,524**
2025 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)				$2,000,000	$2,755,555	**$4,755,555**
EQ Tank Propeller Mixers	$65,000	$155,330				**$220,330**
2022 - 2031 Facility Roof Replacement	$16,770	$80,340	$155,570	$42,915	$254,590	**$550,185**
2023 - 2029 - Influent Pumps VFD replacement		$65,000	$66,950	$68,958	$71,027	**$271,935**
Mulberry Liftstation upgrade				$2,110,680		**$2,110,680**
Primary Knife Valve Replacement	$65,000					**$65,000**
20 Year Facility plan					$300,000	**$300,000**
Total	**$352,350**	**$557,917**	**$581,484**	**$4,933,286**	**$4,131,172**	**$10,656,209**
Fund Balance	$3,075,815	$4,517,898	$5,936,414	$3,003,128	$871,956	

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
2028 - Blower Replacement with turbo blowers	2022	150,000
Disc Filter Panel replacement	2022	55,580
EQ Tank Propeller Mixers	2022	65,000
Facility Roof replacement schedule	2022	16,770
Primary Knife valve replacement	2022	65,000
Switchgear Bucket Cleaning	2022	15,000
Subtotal		**367,350**
Total		**367,350**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
2028 - Blower Replacement with turbo blowers	2023	200,000
Disc Filter Panel replacement	2023	57,247
EQ Tank Propeller Mixers	2023	155,330
Facility Roof replacement schedule	2023	80,340
Influent VFD replacement	2023	65,000
Subtotal		**557,917**
Total		**557,917**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
2028 - Blower Replacement with turbo blowers	2024	300,000
Disc Filter Panel replacement	2024	58,964
Facility Roof replacement schedule	2024	155,570
Influent VFD replacement	2024	66,950
Subtotal		**581,484**
Total		**581,484**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
2028 - Blower Replacement with turbo blowers	2025	650,000
Disc Filter Panel replacement	2025	60,733
Facility Roof replacement schedule	2025	42,915
Influent VFD replacement	2025	68,958
Subtotal		**822,606**
Total		**822,606**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
2028 - Blower Replacement with turbo blowers	2026	750,000
Facility Roof replacement schedule	2026	254,590
Influent VFD replacement	2026	71,027
WRRF Facility plan	2026	300,000
Subtotal		**1,375,617**
Total		**1,375,617**

Illustrative CIP Fund Overview

Project Name	Project Costs
2028 - Pump station to EQ process	3,526,380
Subtotal	**3,526,380**
Total	**3,526,380**

Project: 2028 - Blower Replacement with turbo blowers

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2028

Project Description

Current blowers would be replaced with high efficiency turbo blowers to reduce overall electrical costs, and be sized in preparation for biological nutrient removal in the future.

Project Justification

Current blowers are highly inefficient, and current turbo blowers are around 6 years ROI. The current blowers will be reaching a point of necessary rebuild around 2025, (cost is spread over 2025 and 2026) thus true cost includes rebuild of existing blowers to extend life span. Capital in years prior to 2029 is being allocated to pay for blowers. If it was determined to change this to an ESCO based project, funds saved can be allocated to the initial startup of the project.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Cash Reserve	150,000	200,000	300,000	400,000	500,000	1,550,000
construction	0	0	0	250,000	250,000	500,000
Total	**150,000**	**200,000**	**300,000**	**650,000**	**750,000**	**2,050,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	150,000	200,000	300,000	650,000	750,000	2,050,000
Total	**150,000**	**200,000**	**300,000**	**650,000**	**750,000**	**2,050,000**

Project Timeline

2025 - rebuild Blowers 1 and 2
2026 - rebuild blowers 3 and 4
2028 - engineering costs of design and selection of new blowers
2029 - installation of new turbo blowers.

Project: Disc Filter Panel replacement

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2025

Project Description

Mankato's WRRF disc filters focus on removing fine particulates to meet turbidity standards prior to sending water to Mankato Energy Center and Riverfront Park as reuse water. The panels stretch over time thus requiring periodic replacement. Replacement of the panels requires ordering from the filter manufacture, no alternative supplier exists, and installing them with plant personnel. The facility has 4 filters, and replacement will be spread over 4 years to reduce annual impact. afterwards this will enter a 5 year replacement schedule unless usage requires adjustment.

Project Justification

Proper filtration is required by permit, and helps reduce chemical costs of disinfection. Costs below are based on last replacement costs in 2018 with a 3% annual price increase.

Project Uses

	2022	2023	2024	2025	2026	Total
Replacement Filter Panels	55,580	57,247	58,964	60,733	0	232,524
Total	**55,580**	**57,247**	**58,964**	**60,733**	**0**	**232,524**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	55,580	57,247	58,964	60,733	0	232,524
Total	**55,580**	**57,247**	**58,964**	**60,733**	**0**	**232,524**

Project Timeline

Panels will be ordered from supplier in December of the year prior to install. Delivery takes 10 - 12 weeks, and will be installed in the spring to avoid peak power demand of summer by Mankato Energy Center.

Project: EQ Tank Propeller Mixers

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2023

Project Description

Installation of three submersible propeller mixers into one equalization tank. The mixers would allow settled solids to stay in suspension thus reducing treatment impacts at the facility. Includes mounting equipment, installation costs, motors, and mixers. Does not include electrical costs for installation, which will be paid from line item budget.

Project Justification

The WRRF equalization tanks have been actively used for the past 5 years to modulate for entering the facility. The equalization allows for reduced chemical usage in the plant, to maintain adequate water supply for the power plant, and to reduce shock loading to the biological process at the plant. The current mixers are too small to function, and technology has changed drastically in regards to mixing technologies.

Project Uses

	2022	2023	2024	2025	2026	Total
Davit Cranes	0	25,000	0	0	0	25,000
Mixing Equipment and installation	0	130,330	0	0	0	130,330
Reserve	65,000	0	0	0	0	65,000
Total	**65,000**	**155,330**	**0**	**0**	**0**	**220,330**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	65,000	155,330	0	0	0	220,330
Total	**65,000**	**155,330**	**0**	**0**	**0**	**220,330**

Project Timeline

2022 - Reserve CIP funds for project
2023 - Order equipment in spring of year, and install in fall of the year once flows decrease.

Project: Facility Roof replacement schedule

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2031

Project Description

The WRRF has several buildings with rubber membrane covered flat roofs. The project would be to hire a contractor to replace individual roofs around the facility to replace with new membranes. Costs are based on 2021 pricing per square foot of roof, and forecasted out at a 3% annual increase in unit pricing.

Membrane roofs not included in this project: Control Building (built in 1975, reroof planned as part of disinfection and digestion upgrade), EQ building (built in 1985, reroofed in 2012)

Project Justification

Current roofing material has a 20 year life expectancy, this project intends to replace the roofing with 30 year life expectancy material to align with facilities roofing plan for buildings around the city. All roofs scheduled for replacement from 2022 - 2026 were installed originally in 2000, and roofs scheduled for replacement from 2027 - 2031 were installed in 2006. To reduce fiscal impact roof replacement is confined to single levels, as many buildings have multiple roof levels on them. Roof membrane replacement reduces likelihood of leaks entering the building and damaging equipment or the structural integrity of the buildings.

Project Uses

	2022	2023	2024	2025	2026	Total
Grit building (2000 sq ft)	0	80,340	0	0	0	80,340
IPS - barscreen (1007 sq ft)	0	0	0	42,915	0	42,915
IPS - pump room (3760 sq ft)	0	0	155,570	0	0	155,570
Sludge transfer (430 sq ft)	16,770	0	0	0	0	16,770
Solid Processing Building (5800 sq ft)	0	0	0	0	254,590	254,590
Total	**16,770**	**80,340**	**155,570**	**42,915**	**254,590**	**550,185**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	16,770	80,340	155,570	42,915	254,590	550,185
Total	**16,770**	**80,340**	**155,570**	**42,915**	**254,590**	**550,185**

Project Timeline

For the first roof:

Contractor installing the material would be order necessary materials in January of 2022, lead time is 5 - 10 weeks for material. 50% cash down is required for these projects.

Spring of 2022 - Roof would be installed over period of 2 weeks.

Subsequent roofs:

Spring of year prior - quote for following year would be updated to allow for budget adjustments to CIP.

January of year scheduled - materials would be ordered.

Spring - summer of year programmed - roofing material would be replaced.

Project: Primary Knife valve replacement

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Determine best way to bypass flow through facility. Schedule to have a 3rd part company remove old 20" valves, and replace with new 20" valves. The installation will require a full facility bypass for the duration of the replacement.

Project Justification

Knife valves were placed in operation in 2000, and beginning to show signs of deterioration. If these valves are not replaced during the Primary clarifier upgrade, we would like this preformed.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
2 20" knife valves	45,000	0	0	0	0	45,000
Contractor Installation	20,000	0	0	0	0	20,000
Total	**65,000**	**0**	**0**	**0**	**0**	**65,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	65,000	0	0	0	0	65,000
Total	**65,000**	**0**	**0**	**0**	**0**	**65,000**

Project Timeline

1st quarter 2022 order valves. Will align installation with plant shutdown occurring during the Disinfection and Digestion upgrade. Installation contractor will determined once an installation schedule is found. Valves intended to be order early due to extended lead times.

Project: Switchgear Bucket Cleaning

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2022 - 2022

Project Description

Hire 3rd party electrician to remove and clean main utility buckets in our primary switchgear building.

Project Justification

Cleaning these every 5 years is crucial in keeping our electrical equipment properly running, and reduces the potential of a hazardous arcflash which would potential place parts of the facility our of service.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
contractual cleaning	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Project Timeline

1st quarter 2022 schedule electrical contractor, and have buckets cleaned.

Project: Influent VFD replacement

Department: WASTEWATER PLANT CAPITAL IMPROVEMENT FUND

Project Years: 2023 - 2029

Project Description

Variable Frequency Drives (VFD's) modulate the current to motors to allow them to run at different speeds, this allows pumps to run at the most efficient energy curve for the motor and plant operations. Replacement of influent pump VFD's would be to swap existing VFD's with new more efficient and capable versions then existing models. Project would not replace any of the pumps or motors at the building

Project Justification

VFD's have a 7 to 15 year life expectancy. The influent pump station drives were installed in 2000, and one required replacement in 2010. The current drives are becoming obsolete, and parts are becoming harder to find. Mankato preforms annual inspections on these drives, and intend to replace these drives prior to failure due to the criticality of the drives. The Influent pump station houses 6 main pumps, thus at 1 VFD a year the project would take 6 years to complete. Current regional growth trends indicate capacity of pump station is adequate for next 20 years (as long as inflow and infiltration is programmed to be reduced), thus the new VFD's would fully depreciate prior to replacement.

Project Uses

	2022	2023	2024	2025	2026	Total
Replace 1 VFD drive at IPS	0	65,000	66,950	68,958	71,027	271,935
Total	**0**	**65,000**	**66,950**	**68,958**	**71,027**	**271,935**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Waste Water	0	65,000	66,950	68,958	71,027	271,935
Total	**0**	**65,000**	**66,950**	**68,958**	**71,027**	**271,935**

Project Timeline

Order drives in spring of the year. Delivery schedule for drives is 25 to 30 weeks. Once on-site Mankato will hire an electrical contractor to install the drives, and an integrator to program the new drives into the facility. First drive replacement is 2023 so work being preformed in the build-

ing for the digester upgrade can be done prior to these drives are replaced, which will reduce cost of integration.

City of Mankato

Leading the way...

SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Disinfection and Digestion Upgrade Packet 1 of 11 - Control Building Renovation	2022	1,067,003
Disinfection and Digestion Upgrade Packet 11 of 11 - Waste Receiving Station Expansion	2022	43,804
Disinfection and Digestion Upgrade Packet 2 of 11 - Solids Thickening and Digester Control Building	2022	1,898,765
Disinfection and Digestion Upgrade Packet 3 of 11 - Expansion of Existing Biosolids storage	2022	1,094,196
Disinfection and Digestion Upgrade Packet 4 of 11 - Upgrade barscreen to improve removal of debris	2022	1,535,558
Disinfection and Digestion Upgrade Packet 5 of 11 - Replace original 1956 digesters	2022	930,887
Disinfection and Digestion Upgrade Packet 6 of 11 - Structural repairs to aeration basins 2 and 3	2022	23,238
Disinfection and Digestion Upgrade Packet 7 of 11 - Replace existing chlorine contact basin	2022	5,027,924
Disinfection and Digestion Upgrade Packet 9 of 11 - HVAC and Pump upgrades at Solids Processing Building	2022	42,597
Subtotal		**11,663,971**
Total		**11,663,971**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Disinfection and Digestion Upgrade Packet 1 of 11 - Control Building Renovation	2023	2,333,558
Disinfection and Digestion Upgrade Packet 11 of 11 - Waste Receiving Station Expansion	2023	367,790
Disinfection and Digestion Upgrade Packet 2 of 11 - Solids Thickening and Digester Control Building	2023	4,647,036
Disinfection and Digestion Upgrade Packet 3 of 11 - Expansion of Existing Biosolids storage	2023	2,766,974
Disinfection and Digestion Upgrade Packet 4 of 11 - Upgrade barscreen to improve removal of debris	2023	471,263
Disinfection and Digestion Upgrade Packet 5 of 11 - Replace original 1956 digesters	2023	2,586,835
Disinfection and Digestion Upgrade Packet 6 of 11 - Structural repairs to aeration basins 2 and 3	2023	33,603
Disinfection and Digestion Upgrade Packet 7 of 11 - Replace existing chlorine contact basin	2023	1,570,282
Disinfection and Digestion Upgrade Packet 9 of 11 - HVAC and Pump upgrades at Solids Processing Building	2023	249,259
Subtotal		**15,026,600**
Total		**15,026,600**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Disinfection and Digestion Upgrade Packet 1 of 11 - Control Building Renovation	2024	1,931,060
Disinfection and Digestion Upgrade Packet 11 of 11 - Waste Receiving Station Expansion	2024	628,963
Disinfection and Digestion Upgrade Packet 2 of 11 - Solids Thickening and Digester Control Building	2024	6,680,185
Disinfection and Digestion Upgrade Packet 3 of 11 - Expansion of Existing Biosolids storage	2024	1,020,533
Disinfection and Digestion Upgrade Packet 4 of 11 - Upgrade barscreen to improve removal of debris	2024	78,260
Disinfection and Digestion Upgrade Packet 5 of 11 - Replace original 1956 digesters	2024	2,691,931
Disinfection and Digestion Upgrade Packet 6 of 11 - Structural repairs to aeration basins 2 and 3	2024	70,215
Disinfection and Digestion Upgrade Packet 7 of 11 - Replace existing chlorine contact basin	2024	945,344
Disinfection and Digestion Upgrade Packet 9 of 11 - HVAC and Pump upgrades at Solids Processing Building	2024	528,698
Subtotal		**14,575,189**
Total		**14,575,189**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
2026 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)	2025	2,000,000
Subtotal		**2,000,000**
Total		**2,000,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
2026 - Upgrade regional trunk line - Thompson Ravine to WRRF (customer community line)	2026	2,755,555
Subtotal		**2,755,555**
Total		**2,755,555**

Illustrative CIP Fund Overview

Project Name	Project Costs
Disinfection and Digestion Upgrade Packet 10 of 11 - Digester Gas Storage	1,791,742
Disinfection and Digestion Upgrade Packet 8 of 11 - Digester 4 conversion to liquid storage	531,311
Subtotal	**2,323,052**
Total	**2,323,052**

Project: Disinfection and Digestion Upgrade Packet 1 of 11 - Control Building Renovation

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

History - Control Building was built in 1975 as a 2 story kasota stone structure serving as the main operations staff area, lab space, lunch room, solids thickening (DAF), aeration blowers, 2 stall garage, maintenance shop, electrical room, and standby generator. The building was retro fitted in 2000 to have the aeration blowers replaced and relocated, maintenance shop and garage space moved to new building, expansion of operational office space, expansion of lab space, installation of conference room, addition of a public restroom, and electrical upgrades to our SCADA system.

Project plan - The DAF thickener and standby generator are being removed from the building due to treatment process reconfiguration with the digester upgrade. The areas these were located with be reconfigured into new lab space to accommodate Mankato's vision of a consolidate certified lab for all water analysis (water, stormwater, and wastewater). The 2nd floor will be retrofitted with a larger lunchroom to accommodate current staff, staff work stations, ADA compliant elevator (no elevator currently exists), and public restrooms. The existing operational space will be reconfigured, locker rooms will be expanded to accommodate current staff, electrical and HVAC upgrades will occur for energy efficiency, record storage areas, conference room will be set-up to accommodate public meetings, and common areas will be redesigned to accommodate the general public better for tours and facility engagement. Planning is at 30% design, and may see adjustments due to COVID-19 and changes in operations in office and lab areas as this reaches final design.

Project Justification

Current staff do not have enough space; some offices are in areas designated as hallways, proper record storage is lacking, lockerrooms do not fit current staff, lunch room lacks proper size for number of onsite staff, HVAC system needs upgrades, electrical systems will be getting upgraded in the DandD upgrade, and building needs efficiency upgrades.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Customer Community Meetings

Project Uses

	2022	2023	2024	2025	2026	Total
30" line from Grit to EQ tanks	750,000	1,250,000	471,000	0	0	2,471,000
Construction of new areas on first floor	31,900	127,600	159,500	0	0	319,000
Construction of new spaces on second floor	3,440	13,760	17,200	0	0	34,400
Contingency	51,335	196,840	265,175	0	0	513,350
Demolition of first and second floor areas	17,000	34,000	119,401	0	0	170,401
General requirements and sitework	31,087	30,478	31,087	0	0	92,652
Interest on money pulled from PFA loan at 2%	29,240	68,880	102,696	0	0	200,817
Renovation of areas on first floor	117,000	468,000	585,000	0	0	1,170,000
Renovation of areas on second floor	36,000	144,000	180,000	0	0	360,000
Total	**1,067,003**	**2,333,558**	**1,931,060**	**0**	**0**	**5,331,620**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	1,037,762	2,264,678	1,828,363	0	0	5,130,803
Waste Water	29,240	68,880	102,696	0	0	200,817
Total	**1,067,003**	**2,333,558**	**1,931,060**	**0**	**0**	**5,331,620**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 11 of 11 - Waste Receiving Station Expansion

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

expand the current waste receiving at the facility, or build new receiving station along Sakatah Dr. The receiving station would be large enough to accommodate a vac truck, a 5000 gallon non-potable water tanker, and portable bathroom dumping. If located offsite, there would be a fence, cameras, and an automated billing system for tracking usage at the facility. The site would also be a back-up water fill location for contractors, and could have the automated billing system tied into the water as well.

Project Justification

The focus would be to offload contractor traffic on the existing station, and accommodate requests from contractors for an after hours dump and fill location in the city. Our current receiving station has a line of vehicles most summer days, and we will be using the existing one heavily during the digester upgrade further compounding usage of the existing station. In addition, having a contractor focused station wold help the facility better track loading from contractors, and have a better mechanism for billing for reuse / water and dumping fees.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Contingency	7,619	30,869	100,619	0	0	139,108
Electrical and instruments & Control	0	3,000	12,000	0	0	15,000
General requirements and sitework	30,478	30,478	30,478	0	0	91,433
Interest on loan during project 2%	5,707	13,443	20,043	0	0	39,193
Septage receiving station expansion	0	290,000	465,823	0	0	755,823
Total	**43,804**	**367,790**	**628,963**	**0**	**0**	**1,040,558**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	38,097	354,347	608,921	0	0	1,001,365
Waste Water	5,707	13,443	20,043	0	0	39,193
Total	**43,804**	**367,790**	**628,963**	**0**	**0**	**1,040,558**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 2 of 11 - Solids Thickening and Digester Control Building

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

History - Current digester complex was constructed in 1956, and was upgrade in 1991. The concrete is beginning to fail, and several components within the facility were determined to need to be fully replaced from the facility plan report. Replacement of internal parts in existing space is also not possible as boilers would not meet NFPA code.

Scope - After removal of existing chlorine contact tank, a new 2.5 story solids control building will be constructed to house rotary drum thickeners (replacing DAF's), new gas treatment system, new pumps and controls, boilers, and chemical storage areas. Once new control building is functional, the existing digester control building will be deconstructed.

Project Justification

Current digesters were built in 1956 with the original facility. They received a major upgrade in 1991, and are now at the end of their useful life. The boilers are not able to be upgraded to meet the needs due to current OSHA guidelines not in place when last upgraded. In addition, we have on digester which is leaking flammable biogas into the building where our electrical equipment and boilers are operating. This is a large safety factor, and if not for the large cost and other large construction projects needing to be completed to make room for this construction, would be requesting sooner.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Building accessories - masonry, metal, thermal & moisture protection, doors, windows, paint, misc.	46,900	187,600	281,400	0	0	515,900
Concrete - slab on grade cast in place, walls, columns, encasement, slab and beams, equipment pads, stariways, embedded accessories, precast	71,510	286,040	429,060	0	0	786,610
ConstructEarthwork - Structural excavation, fill, Drilled Piers, fill material, dewatering during construction and Materials	84,830	339,320	508,618	0	0	932,768
Contingency	405,246	935,233	1,288,558	0	0	2,629,037
Electrical and instruments & Control	129,560	518,240	777,360	0	0	1,425,160
Equipment - Rotary drum thickeners, polymer system, pumps, spiral heat exchangers, boilers, gas conditioning equipment, safety equipment, flare, hoists.	285,940	1,143,760	1,715,640	0	0	3,145,340
General requirements and sitework	714,333	714,333	897,333	0	0	2,326,000
Interest on loan during project 2%	72,536	170,869	254,756	0	0	498,161
Mechanical - process piping, HVAC, Plumbing	87,910	351,640	527,460	0	0	967,010
Total	**1,898,765**	**4,647,036**	**6,680,185**	**0**	**0**	**13,225,986**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	1,826,229	4,476,167	6,425,430	0	0	12,727,825
Waste Water	72,536	170,869	254,756	0	0	498,161
Total	**1,898,765**	**4,647,036**	**6,680,185**	**0**	**0**	**13,225,986**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.
March 2021 - PFA project funding submitted to MPCA.
Summer 2021 - PFA award notification
Fall 2021 - Project out for bids
Winter 2021 - Bid accepted by Mankato
Spring 2022 - Construction begins
Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 3 of 11 - Expansion of Existing Biosolids storage

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

History - Current biosolids storage bunker was built in 2000 with the outlook of 9 months of storage at 2020 flows would work for the facility. After several years of hauling biosolids to the Ponderosa landfill Mankato decided greater than 12 months of storage would better to remove the need to haul during the winter. The facility plan determined the size based on 2040 projections.

Scope - Construct new biosolids bunker to increase total storage between two bunkers to meet at least 12 months of storage at 2040 flow projections.

Project Justification

Currently our biosolids bunker only holds 10 months of storage. Thus, we must haul biosolids in both fall and winter. We want to remove the winter haul, since this ties up snowplows to accomplish this task, and we receive the most complaints about the product applied to the fields in the winter time. Finally, as the facility expands our storage time will only decrease, thus the planned expansion would allow for the goal of 12 months of storage to be met well into 2040. In review of the 30% design, it was determined to increase the size of the storage to closer to 18 months of storage to maximize the area being built in.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Concrete - slab on grade cast in place, walls	431,500	978,750	231,500	0	0	1,641,750
Contingency	107,389	246,643	119,205	0	0	473,237
Earthwork - Rock excavation, compacted fill, hauling	378,760	596,900	78,760	0	0	1,054,420
Electrical and instruments & Control	18,680	74,720	112,080	0	0	205,480
Engineering	46,136	0	0	0	0	46,136
Equipment - Electronic gates and stop logs	8,060	660,366	8,060	0	0	676,486
General requirements and sitework	30,478	30,478	30,478	0	0	91,433
Interest on loan during project 2%	26,773	63,068	94,030	0	0	183,871
Predesigned structure ontop of storage	46,420	116,050	346,420	0	0	508,890
Total	**1,094,196**	**2,766,974**	**1,020,533**	**0**	**0**	**4,881,703**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	1,067,423	2,703,907	926,503	0	0	4,697,832
Waste Water	26,773	63,068	94,030	0	0	183,871
Total	**1,094,196**	**2,766,974**	**1,020,533**	**0**	**0**	**4,881,703**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 4 of 11 - Upgrade barscreen to improve removal of debris

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

Replace existing influent screens with new multirake 1/4 opening screenings, and replace existing grinder / compactor. The new screens would maintain the existing hydraulic capacity of 42 MGD.

Project Justification

The main screen and rake are in need of replacing, and the current 1/2 clearing allows the passage of debris resulting in increased maintenance needs through the facility. In addition, the current screens negatively impacts the biosolids applied to farm fields by allowing debris to make it to the solids treatment process. In addition, spiral heat exchangers designated in the disenfection and digestion upgrade require fine debris removal than our current screen.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Contingency	160,744	51,369	7,619	0	0	219,733
Demolish existing mechanical bar screens and equipment	7,000	2,000	0	0	0	9,000
Electrical and I&C	120,400	34,400	0	0	0	154,800
Fabricate and install new bar screens	806,000	269,078	0	0	0	1,075,078
fabricate and install new wash presses	91,000	26,000	0	0	0	117,000
General requirements and sitework	30,478	30,478	30,478	0	0	91,433
Interest on loan during project 2%	11,435	26,938	40,162	0	0	78,535
Misc. Concrete work	3,500	1,000	0	0	0	4,500
Replace existing sluice gates	305,000	30,000	0	0	0	335,000
Total	**1,535,558**	**471,263**	**78,260**	**0**	**0**	**2,085,080**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	1,524,122	444,325	38,097	0	0	2,006,545
Waste Water	11,435	26,938	40,162	0	0	78,535
Total	**1,535,558**	**471,263**	**78,260**	**0**	**0**	**2,085,080**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 5 of 11 - Replace original 1956 digesters

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

History - Digesters were installed in 1956, and roofs were replaced in 1990. Currently the gas compressors are not functioning, and there are active gas leaks from the digesters and we are monitoring the level of gas in the digester control building. In addition, the digester sizing is inadequate for the feed rates we are needing to process. The latest work on the digesters was in spring of 2014 when the dystor cover was replaced.

Scope - 3 new digesters will be built in the location of the existing chlorine contact tank and have increased capacity to handle treatment through at least 2040. Once new digesters are constructed and brought online, the existing digesters from 1956 will be demolished.

Project Justification

Digesters have been online and working since 1956 and the structures have reached the end of their life. The facility plan reviewed the possibility of refurbishing the existing digesters and the determination was new digesters with increased capacity and efficiency can be constructed for less cost than rehabilitation of the originals.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Concrete - Slab, walls, encasement, embedded accessories	180,805	856,800	704,025	0	0	1,741,630
Contingency	79,366	294,606	366,353	0	0	740,325
Earthwork - Structural excavation, fill, drilled piers, basin reliefs	260,660	542,640	603,300	0	0	1,406,600
Electrical and instruments & Control	18,052	72,207	90,259	0	0	180,518
Equipment - Digester covers, mixing nozzles, processing piping	92,100	468,400	460,500	0	0	1,021,000
General requirements and sitework	30,478	30,478	30,478	0	0	91,433
Interest on loan during project 2%	34,056	80,224	119,609	0	0	233,888
Tank fixtures - facebrick, handrails, grating, thermal protection, painting	235,370	241,480	317,407	0	0	794,257
Total	**930,887**	**2,586,835**	**2,691,931**	**0**	**0**	**6,209,653**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	896,831	2,506,612	2,572,322	0	0	5,975,765
Waste Water	34,056	80,224	119,609	0	0	233,888
Total	**930,887**	**2,586,835**	**2,691,931**	**0**	**0**	**6,209,653**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 6 of 11 - Structural repairs to aeration basins 2 and 3

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

Remove existing walkways that are deteriorating, and repair or brace walls to extend life of the structure. Replace one walkway on each basin with one pre manufactured walkway.

Project Justification

Walkways were installed in 1975, and the concrete is beginning to deteriorate. In addition, one of the walls bowed during the 2000 facility upgrade, and the stress is causing the concrete to shows signs of stress.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Concrete - precast - walkway demolition and installation of new walkways	2,350	4,700	16,450	0	0	23,500
Contingency	10,692	13,764	29,127	0	0	53,583
Equipment - handrails, safety gates, walkway coating	4,500	8,500	21,195	0	0	34,195
General requirements and sitework	5,000	5,000	1,000	0	0	11,000
Interest on loan during project 2%	696	1,639	2,443	0	0	4,778
Total	**23,238**	**33,603**	**70,215**	**0**	**0**	**127,056**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	22,542	31,964	67,772	0	0	122,278
Waste Water	696	1,639	2,443	0	0	4,778
Total	**23,238**	**33,603**	**70,215**	**0**	**0**	**127,056**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 7 of 11 - Replace existing chlorine contact basin

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

History - Existing chlorine contact tank was built in 1956 as a primary clarifier and was modified to function as a chlorine tank in 1975. Sampling controls and existing gas chlorine system was replaced in 2000, and a sample building was constructed in 2005 in tandem with a return pipe from MEC. The concrete tanks are deteriorating, and have had cracks in the walls and floor repaired in 2011. The facility plan has indicated this tank is past it's structural life span, and not properly configured as a chlorine contact tank.

Scope - New chlorine contact tank is to be constructed North of the WRF Reuse contact basin, this building will also serve as the MEC return pipe connection point, house new chemical storage and pumping for disinfection and de-chlorination, have piping from the EQ line redirected to the tank, and install new effluent pipe structure in the Minnesota River Basin. Once online, the existing contact tank will be demolished to accommodate new digesters and solids control building.

Project Justification

The current chlorine contact tank was built in 1956 as primary clarifiers, and re purposed in 1975 to chlorine contact tanks. The design does not allow for efficient usage of chemical, thus this upgrade could reduce annual usage of sodium hypochlorite. In 2011 we had several cracks filled to stop water from flowing out of the tanks into the ground, and the concrete structures have been determined by engineers to be unable to be rehabilitated due to age and structural cracking. The removal of the existing basins will also make room for the planned digester replacement scheduled to begin in 2022.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Building accessories - masonry, metal, FRP baffles, thermal & moisture protection, doors, windows, paint, misc.	432,055	25,415	0	0	0	457,470
Concrete - slab on grade cast in place, walls, columns, encasement, slab and beams, equipment pads, stariways, embedded accessories, precast	201,280	11,840	0	0	0	213,120
Contingency	957,310	206,908	160,008	0	0	1,324,227
Earthwork - Structural excavation, fill, Drilled Piers, fill material, dewatering during construction	1,752,015	529,578	0	0	0	2,281,593
Electrical and instruments & Control	309,919	18,231	0	0	0	328,149
Equipment - peristaltic pumps, hypo tank, bisulfite tank, safety equipment, mixers,	341,700	20,100	0	0	0	361,800
General Requirements and sitework	640,033	640,033	640,033	0	0	1,920,100
Interest on loan during project 2%	41,371	97,457	145,302	0	0	284,130
Mechanical - process piping, HVAC, Plumbing, building mechanical	352,240	20,720	0	0	0	372,960
Total	**5,027,924**	**1,570,282**	**945,344**	**0**	**0**	**7,543,549**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	4,986,552	1,472,825	800,042	0	0	7,259,419
Waste Water	41,371	97,457	145,302	0	0	284,130
Total	**5,027,924**	**1,570,282**	**945,344**	**0**	**0**	**7,543,549**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.
March 2021 - PFA project funding submitted to MPCA.
Summer 2021 - PFA award notification
Fall 2021 - Project out for bids
Winter 2021 - Bid accepted by Mankato
Spring 2022 - Construction begins
Fall 2024 - Project Concluded

Project: Disinfection and Digestion Upgrade Packet 9 of 11 - HVAC and Pump upgrades at Solids Processing Building

Department: SUPPLEMENTAL WW PLANT MASTER PLAN PROJECTS

Project Years: 2022 - 2024

Project Description

History - The solids processing was constructed in 2000 to serve as the final processing step in our digestion train. The structure is a two story building housing the filter press, polymer system, several chemical tanks, boilers, HVAC equipment, and gas compression system.

Scope - The existing heat pumps, boilers, and gas compressors will not mesh with the planned operations of the new digesters, and they have reach the end of their first life cycle. The gas compressors will be removed, and the space re purposed for boilers. The boilers will be removed and replaced with high efficiency boilers, and the pumps will be converted from re-circulation pumps to positive displacement press feed pumps.

Project Justification

Existing equipment has reached the end of their life, and even if repaired will not mesh with the needs of the new digester operations.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Contingency	7,619	53,732	115,214	0	0	176,565
Demolition - existing boilers, gas mixing system, recirculation pumps, heat exchangers, partition wall	0	15,000	35,000	0	0	50,000
Electrical and instruments & Control	0	35,497	82,826	0	0	118,323
Equipment - pads, press feed pumps, mixing pumps, boilers, mixing piping and nozzles	0	103,952	249,375	0	0	353,326
General requirements and sitework	30,478	30,478	30,478	0	0	91,433
Interest on loan during project 2%	4,500	10,601	15,805	0	0	30,906
Total	**42,597**	**249,259**	**528,698**	**0**	**0**	**820,554**

Funding and Sources

	2022	2023	2024	2025	2026	Total
PFA	38,097	238,658	512,893	0	0	789,648
Waste Water	4,500	10,601	15,805	0	0	30,906
Total	**42,597**	**249,259**	**528,698**	**0**	**0**	**820,554**

Project Timeline

1st quarter 2021 - Final engineering report for project completed.

March 2021 - PFA project funding submitted to MPCA.

Summer 2021 - PFA award notification

Fall 2021 - Project out for bids

Winter 2021 - Bid accepted by Mankato

Spring 2022 - Construction begins

Fall 2024 - Project Concluded

City of Mankato

Leading the way...

STORMWATER CAPITAL FUND

Cash Flow

Stormwater Capital	2022	2023	2024	2025	2026		
Projected Fund Balance	$1,086,946	$1,436,946	$1,786,946	$2,136,946	$1,602,946		
Transfer-In Stormwater	$850,000	$850,000	$850,000	$850,000	$850,000		
Available Funds	$1,936,946	$2,286,946	$2,636,946	$2,986,946	$2,452,946		
Project Title	2022	2023	2024	2025	2026	**Total**	Illistrative
Private Property BMPs	$100,000	$100,000	$100,000	$100,000	$100,000	**$500,000**	
Lake Street Pump Station				$884,000		**$884,000**	
Land Of Memories	$400,000	$400,000	$400,000	$400,000	$400,000	**$2,000,000**	
Total	**$500,000**	**$500,000**	**$500,000**	**$1,384,000**	**$500,000**	**$3,384,000**	$6,268,000
Fund Balance	$1,436,946	$1,786,946	$2,136,946	$1,602,946	$1,952,946	($3,384,000)	($6,268,000)

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Private Property BMPs	2022	100,000
Subtotal		**100,000**
Total		**100,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Monks Avenue Standby Natural Gas Generator	2023	20,000
Private Property BMPs	2023	100,000
Subtotal		**120,000**
Total		**120,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Private Property BMPs	2024	100,000
Subtotal		**100,000**
Total		**100,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Lake Street Pump Station	2025	884,000
Private Property BMPs	2025	100,000
Warren Creek Facility & Electrical	2025	980,888
Subtotal		**1,964,888**
Total		**1,964,888**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Mulberry Pumping Station Facility & Electrical	2026	166,089
Private Property BMPs	2026	100,000
Subtotal		**266,089**
Total		**266,089**

Illustrative CIP Fund Overview

Project Name	Project Costs
Honeymead Pump Station Facility & Electrical	373,428
Lake Dorthy & Clover Leaf Pond	2,016,000
Subtotal	**2,389,428**
Total	**2,389,428**

Project: Private Property BMPs

Department: STORMWATER CAPITAL FUND

Project Years: 2022 - 2026

Project Description

As a part of the Surface Water Management Policy, a cost sharing program for property owners has been established. This program provides a public contribution to private improvements that are on surface water conveyances that carry public water.

Project Justification

In order to promote improvements along surface waters a cost sharing program was established as a part of the Surface Water Management Policy. By promoting private investment along surface waters conveying public drainage property owner will be able to achieve the desired level of service of an improvement should for private property.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Other

Project Uses

	2022	2023	2024	2025	2026	Total
BMPs	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Stormwater Utility	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Project Timeline

The timeline is developed for individual projects as they are submitted.

Project: Monks Avenue Standby Natural Gas Generator

Department: STORMWATER CAPITAL FUND

Project Years: 2023 - 2023

Project Description

Standby natural gas generator for Monks Avenue lift station

Project Justification

Monks sanitary sewer lift station services a very large area, the pump's at this station run almost none stop. During a power outage City staff have about 1 hour to get a potable generator hooked up to this station before customers basements start to back up. There are other stations in this area that can be effected when there is an outage, when we have the portable generator hooked up to Monks station it has to stay there, it cannot be moved to go help other stations. A standby generator at this station would assure uninterrupted service for this area and the portable generator would be able to service the other stations.

Engagement Strategy

- Community investment plan open house
- City website (Community Investment Plan Project Pages)
- Other

Project Uses

	2022	2023	2024	2025	2026	Total
Emergency Equipment	0	20,000	0	0	0	20,000
Total	**0**	**20,000**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	20,000	0	0	0	20,000
Total	**0**	**20,000**	**0**	**0**	**0**	**20,000**

Project Timeline

Spring of 2020

City of Mankato

Leading the way...

MASS TRANSIT

Cash Flow

Transit

	2022	2023	2024	2025	2026
Projected fund balance	$ 952,146.94	$ 1,207,146.94	$ 1,293,146.94	$ 1,168,146.94	$ 1,143,146.94
Depreciation Reimbursement	$ 156,000.00	$ 156,000.00			
Federal Revenue	$ 552,000.00	$ 240,000.00			
Available Funds	$ 1,660,146.94	$ 1,603,146.94	$ 1,293,146.94	$ 1,168,146.94	$ 1,143,146.94

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Public Works Center - Transit Office Remodel	$ (150,000.00)					**$ (150,000.00)**	
Transit Maintenance Facility - LED Light Replacement	$ (120,000.00)					**$ (120,000.00)**	
Transit - Bus Wash Exhaust System Improvements		$ (125,000.00)				**$ (125,000.00)**	
Transit - Bus Wash Interior Wall Finish Upgrades		$ (100,000.00)				**$ (100,000.00)**	
Public Works Center - Air Compressor Replacement - 50% Transit share	$ (20,000.00)					**$ (20,000.00)**	
Transit Maintenance Facility - Replace Window Sealant			$ (100,000.00)			**$ (100,000.00)**	
Farebox technology upgrades	$ (80,000.00)					**$ (80,000.00)**	
Bus stop improvements	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	**$ (125,000.00)**	
5 Year Transit Development Plan	$ (58,000.00)					**$ (58,000.00)**	
Automated Vehicle Announcement Systems for buses		$ (60,000.00)				**$ (60,000.00)**	
Public Works Center - Fuel Island Relocation - 50% Share Transit						**$ -**	$ (450,000.00)
Total	**$ (453,000.00)**	**$ (310,000.00)**	**$ (125,000.00)**	**$ (25,000.00)**	**$ (25,000.00)**	**$ (938,000.00)**	$ (450,000.00)
Fund Balance	$ 1,207,146.94	$ 1,293,146.94	$ 1,168,146.94	$ 1,143,146.94	$ 1,118,146.94		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
5 year Transit Development Plan	2022	290,000
Bus Stop Improvements	2022	25,000
Farebox Technology Upgrades	2022	400,000
Public Works Center - Air Compressor Replacement - 50% Transit share	2022	20,000
Public Works Center - Transit Office Remodel	2022	150,000
Transit Maintenance Facility - LED Light Replacement	2022	120,000
Subtotal		**1,005,000**
Total		**1,005,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Bus Stop Improvements	2023	25,000
Transit - Bus Wash Exhaust System Improvements	2023	125,000
Transit - Bus Wash Interior Wall Finish Upgrades	2023	100,000
Subtotal		**250,000**
Total		**250,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Bus Stop Improvements	2024	25,000
Transit Maintenance Facility - Replace Window Sealant	2024	100,000
Subtotal		**125,000**
Total		**125,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Bus Stop Improvements	2025	25,000
Subtotal		**25,000**
Total		**25,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Bus Stop Improvements	2026	25,000
Subtotal		**25,000**
Total		**25,000**

Project: 5 year Transit Development Plan

Department: MASS TRANSIT

Project Years: 2022 - 2022

Project Description

Transit will need to complete a new 5 year Transit Development Plan(TDP). The TDP is a planning document that will be used by Transit to identify the communities needs for transportation and identify opportunities for improvement in service and operations. The last TDP was implement in June of 2018, so a new TDP should be in place by June of 2023.

Project Justification

Transit will use the TDP document to identify opportunities for expansion, route changes, and how to best utilize the resources we have to provide safe, reliable, and efficient transportation that is accessible to all in the community. Transit does have federal funds available for this project and will be waiting on final guidance from FTA on whether ARPA funds can be used at 100% federal share or to use 5307 funds at 80% federal share and 20% local share.

Project Uses

	2022	2023	2024	2025	2026	Total
5 year Transit Development Plan	290,000	0	0	0	0	290,000
Total	**290,000**	**0**	**0**	**0**	**0**	**290,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	58,000	0	0	0	0	58,000
State Bonding	232,000	0	0	0	0	232,000
Total	**290,000**	**0**	**0**	**0**	**0**	**290,000**

Project Timeline

The procurement process for the TDP will start at the beginning of 2022. The hope is to have a vendor selected by summer of 2022 to allow the vendor around a year to put together a TDP and to have it approved and implemented by the City of Mankato council by June 2023

Project: Bus Stop Improvements

Department: MASS TRANSIT

Project Years: 2022 - 2026

Project Description

Transit reviews the conditions of the bus stops and shelters each year and earmarks 25,000 to make any improvements or upgrades that are needed to bring the stops and shelter back to good condition or to keep in compliance with ADA requirement

Project Justification

Transit needs to keep bus shelters in the state of good repair to follow state, federal, and ADA guidelines.

Project Uses

	2022	2023	2024	2025	2026	Total
Bus stop and shelter repairs	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Project Timeline

Bus stops/shelters condition and ADA compliance will be reviewed at the end of 2021 or beginning of 2022. From that assessment, bus stops and shelters that need repairs or upgrades in 2022 will be identified. Proper procurement will take place in the spring of 2022 to go out for bid for needed repairs and to select a vendor. The selected vendor will complete any repairs or upgrades identified by the end of 2022

Project: Farebox Technology Upgrades

Department: MASS TRANSIT

Project Years: 2022 - 2022

Project Description

Transit is looking to catch up with the times and upgrade the fareboxes and also the farebox technology used for fare collection and reporting. The Genfare Odyssey farebox Transit currently uses is limited on the capabilities and is no longer receiving upgrades as there are newer version fareboxes available. We will be purchasing future buses with a Genfare Fast Fare farebox which will allow Transit more capabilities, functions to collect fares, and reliable WI-FI probing of the buses for ridership information. Transit is also reviewing options for fare collecting in the future and also the payment options that riders will have with these technology upgrades. These upgrades will allow for a more seamless payment system for the riders and will allow drivers to focus more on rider and bus safety rather than fare collection. This technology will be a huge undertaking and will come with a cost. The best estimate we came up with for this cost was $400,000. Transit will use either 5307 federal funds or ARPA federal funds. The funding break-down for 5307 funds is 80% federal share and 20% local share. The funding breakdown for ARPA funds is 100% federal share. Transit is currently waiting for guidance from the FTA on whether we can use the ARPA funds for capital projects or not. The preferred method of funding will be using the ARPA funds at 100% federal funding. If that is not possible, the funding source will be using 5307 funds.

Project Justification

Transit is behind in the technology world of collecting and paying for fares. The farebox upgrades will provide better and more efficient payment options for the riders, more reliable ridership data collection, will allow the drivers to focus more on driver and bus safety rather than riders purchasing tokens or passes from them. Transit does have federal funds available for this project and will be waiting on final guidance from FTA on whether ARPA funds can be used at 100% federal share or to use 5307 funds at 80% federal share and 20% local share.

Project Uses

	2022	2023	2024	2025	2026	Total
Farebox Technology Upgrades	400,000	0	0	0	0	400,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	80,000	0	0	0	0	80,000
Grant	320,000	0	0	0	0	320,000
Total	**400,000**	**0**	**0**	**0**	**0**	**400,000**

Project Timeline

Transit would start the procurement process for purchasing the technology upgrades in the beginning of 2022 with hopes of having the hardware, software, and upgrades completed by the end of 2022.

Project: Public Works Center - Air Compressor Replacement - 50% Transit share

Department: MASS TRANSIT

Project Years: 2022 - 2022

Project Description

Public Works Center Air Compressor Replacement - Transit share

Project Justification

The large air compressor at the Public Works Center was installed when city staff moved into the former MNDOT facility in 2011. When the transit facility was constructed, the air system was piped to the Transit maintenance bay. However, the unit was improperly sized for this and a used air compressor from the former Public Works shop was installed as an interim solution. A central air supply is the most economical and practical system due to the reduction of redundant maintenance activities and the ability to share an air drying system. A larger sized unit will be purchased with a 50/50 cost share between Transit and Public Works with the existing unit kept in place as a backup.

Project Uses

	2022	2023	2024	2025	2026	Total
PWC Air compressor	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

Purchase and installation of unit in Spring 2022

Project: Public Works Center - Transit Office Remodel

Department: MASS TRANSIT

Project Years: 2022 - 2022

Project Description

Remodel of existing space to accommodate relocation of the Transit Operations staff.

Project Justification

Remodeling of the former State Patrol area next to the new Transit building for the growing Transit Operations staff. This will allow staff more room and allow better access to their front line staff.

Project Uses

	2022	2023	2024	2025	2026	Total
Remodel space for Transit Operations	150,000	0	0	0	0	150,000
Total	**150,000**	**0**	**0**	**0**	**0**	**150,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	150,000	0	0	0	0	150,000
Total	**150,000**	**0**	**0**	**0**	**0**	**150,000**

Project Timeline

Design: Winter 2021/2022

Construction: Spring 2022

Project: Transit Maintenance Facility - LED Light Replacement

Department: MASS TRANSIT

Project Years: 2022 - 2022

Project Description

Replacement of the LED lighting inside the Transit facility

Project Justification

The lighting originally installed with the Transit facility construction has seen excessive rates of failure in the last 4 years. The light fixtures are covered under the original warranty which is coming to and end. The warranty replacement lights have seen a 75% failure rate within 1 year and a full replacement is warranted to ensure the facility is safe to operate.

Project Uses

	2022	2023	2024	2025	2026	Total
Transit LED Lighting	120,000	0	0	0	0	120,000
Total	**120,000**	**0**	**0**	**0**	**0**	**120,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	120,000	0	0	0	0	120,000
Total	**120,000**	**0**	**0**	**0**	**0**	**120,000**

Project Timeline

Installation: Summer 2022

Project: Automated Vehicle Announcement System

Department: MASS TRANSIT

Project Years: 2023 - 2023

Project Description

Automated Vehicle Announcement System(AVA) for buses

Project Justification

The drivers currently have the capability to manually announce the stops to the riders. This AVA will automatically announce the stops to the passengers along with providing a screen for them to also see which stop the bus is at. This project will use 5307 Funds or ARPA funds.

Project Uses

	2022	2023	2024	2025	2026	Total
Automated Vehicle Announcement System	0	300,000	0	0	0	300,000
Total	**0**	**300,000**	**0**	**0**	**0**	**300,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total

Project Timeline

Start procurement beginning of 2023 with automated vehicle announcement system installation completed by 12/31/20223

Project: Transit - Bus Wash Exhaust System Improvements

Department: MASS TRANSIT

Project Years: 2023 - 2023

Project Description

Transit - Bus Wash Exhaust System Improvements

Project Justification

The existing exhaust system in the Transit bus wash is inadequate for the usage it sees on an annual basis. The air is not exchanging quickly enough to remove the excessive moisture associated with the wash system. We are starting to see premature failure of the internal components of the electrical systems inside the wash bay due to corrosion and rusting. A new system will need to be designed to accommodate the present conditions.

Project Uses

	2022	2023	2024	2025	2026	Total
Bus Wash Exhuast	0	125,000	0	0	0	125,000
Total	**0**	**125,000**	**0**	**0**	**0**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	125,000	0	0	0	125,000
Total	**0**	**125,000**	**0**	**0**	**0**	**125,000**

Project Timeline

Design: Winter 2022/2023

Construction: Summer 2023

Project: Transit - Bus Wash Interior Wall Finish Upgrades

Department: MASS TRANSIT

Project Years: 2023 - 2023

Project Description
Transit bus wash interior wall finish improvements

Project Justification
The existing wall finish is painted concrete which has become an issue when attempting to clean the area. A smooth finish is needed to reduce the staff cost and time needed to clean the interior of the building and ensure the longevity of the structure.

Project Uses

	2022	2023	2024	2025	2026	Total
Bus Wash Wall Finish	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Project Timeline
Construction: Summer 2023

City of Mankato

Leading the way...

BLUE EARTH COUNTY EDA - HOUSING

Cash Flow

Housing - Blue Earth County EDA

	2022	2023	2024	2025	2026	
Projected fund balance	$ 780,915	$ 670,415	$ 661,915	$ 728,415	$ 794,915	
HUD Funding	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	Need to update these
Available Funds	$ 980,915	$ 870,415	$ 861,915	$ 928,415	$ 994,915	

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Housing unit turnover renovations	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	**$ (500,000)**	
Driveway, sidewalk, misc site improvements	$ (17,500)	$ (17,500)	$ (17,500)	$ (17,500)	$ (17,500)	**$ (87,500)**	
Appliance, furnace, & water heater replacement	$ (16,000)	$ (16,000)	$ (16,000)	$ (16,000)	$ (16,000)	**$ (80,000)**	
Gutter & Gutter Helmet Installation	$ (15,000)	$ (15,000)				**$ (30,000)**	
Housing rekey	$ (15,000)					**$ (15,000)**	
Housing deck replacement	$ (25,000)	$ (25,000)				**$ (50,000)**	
Eastview Apartments - LED Exterior Lights and Light Pole Replacement	$ (30,000)					**$ (30,000)**	
Brekenridge - Washer & Dryer Replacement	$ (10,000)					**$ (10,000)**	
Brekenridge - Siding Repairs	$ (20,000)					**$ (20,000)**	
Eastview Apartments - Interior Lighting Upgrades	$ (10,000)					**$ (10,000)**	
Madison Lake - Replace 5 furnaces	$ (12,000)					**$ (12,000)**	
Breckenridge - Landscape repairs	$ (10,000)					**$ (10,000)**	
Eastview Apartments - Gutter & Fascia Replacement	$ (30,000)					**$ (30,000)**	
Breckenridge - Path & Driveway Sealcoat & Repairs		$ (15,000)				**$ (15,000)**	
Breckenridge - Playground Surface Improvements		$ (20,000)				**$ (20,000)**	
Total	**$ (310,500)**	**$ (208,500)**	**$ (133,500)**	**$ (133,500)**	**$ (133,500)**	**$ (919,500)**	$ -
Fund Balance	$ 670,415	$ 661,915	$ 728,415	$ 794,915	$ 861,415		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (BEC) Breckenridge Landscape Repairs	2022	10,000
Housing (BEC) Breckenridge Siding Repair	2022	20,000
Housing (BEC) Breckenridge Washer & Dryer Replacement	2022	10,000
Housing (BEC) Deck Replacement	2022	25,000
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements	2022	17,500
Housing (BEC) Eastview Gutter and Fascia Replacement	2022	30,000
Housing (BEC) Eastview Interior Lighting Upgrades	2022	10,000
Housing (BEC) Gutter & Gutter Helmet Installation	2022	15,000
Housing (BEC) Madison Lake Furnace Replacement (5)	2022	12,000
Housing (BEC) Rekey	2022	15,000
Housing (BEC) Unit Turnover Renovations	2022	100,000
Housing BEC Eastview LED Lighting & Exterior Pole Replacement	2022	30,000
Subtotal		**294,500**
Total		**294,500**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (BEC) Breckenridge Path and Driveway Sealcoat & Repairs	2023	15,000
Housing (BEC) Breckenridge Playground Surface Improvements	2023	20,000
Housing (BEC) Deck Replacement	2023	25,000
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements	2023	17,500
Housing (BEC) Gutter & Gutter Helmet Installation	2023	15,000
Housing (BEC) Unit Turnover Renovations	2023	100,000
Subtotal		**192,500**
Total		**192,500**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements	2024	17,500
Housing (BEC) Unit Turnover Renovations	2024	100,000
Subtotal		**117,500**
Total		**117,500**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements	2025	17,500
Housing (BEC) Unit Turnover Renovations	2025	100,000
Subtotal		**117,500**
Total		**117,500**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements	2026	17,500
Housing (BEC) Unit Turnover Renovations	2026	100,000
Subtotal		**117,500**
Total		**117,500**

Project: Housing (BEC) Appliance, Furnace, & Water Heater Replacement

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2026

Project Description

Replacement if Blue Earth County's Public Housing Unit's appliances, furnaces, and water heaters.

Project Justification

This fund will be used to provide our Tenants with operating appliances, furnaces and water heaters as we are required to do within our landlord obligations. A good majority of our appliances, furnaces and water heaters are beyond their life expectancy and will fail throughout the fiscal year.

Project Uses

	2022	2023	2024	2025	2026	Total
BEC Appliance, Furnace, and Water Heater Replacement	16,000	16,000	16,000	16,000	16,000	80,000
Total	**16,000**	**16,000**	**16,000**	**16,000**	**16,000**	**80,000**

Project Timeline

Equipment to be replaced as it fails or when it becomes not cost effective to repair.

Project: Housing (BEC) Breckenridge Landscape Repairs

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Landscaping Repairs and plant replacement at Breckenridge.

Project Justification

The non-tenant maintained landscaping is in need of repairs to the landscape edging and the plants need to be replaced. This project would include adding mulch to all non-tenant maintained landscaping.

Project Uses

	2022	2023	2024	2025	2026	Total
Breckenridge Landscape Repairs	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Project Timeline

To be completed in the Spring of 2022

Project: Housing (BEC) Breckenridge Siding Repair

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Repairs to the Fiber Cement Board Siding at Breckenridge.

Project Justification

The siding at all Breckenridge units are starting to show signs of wear and damage. Wear includes failed caulk joints, causing water intrusion. This has also created spots where siding has cracked or partially fallen from water freezing in the joint. Additionally, siding around windows have cracked from thermal expansion and contraction. Exterior window casing also was not fastened correctly causing casing to bow out from the building.

Project Uses

	2022	2023	2024	2025	2026	Total
Breckenridge Siding Repair	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

Project to be bid out in Spring with work completed by the end of Summer 2022

Project: Housing (BEC) Breckenridge Washer & Dryer Replacement

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description
Replacement of Washers and Dryers at Breckenridge Townhomes

Project Justification
Each unit at Breckenridge has its own Washer and Dryer which are the County's responsibility to provide and maintain. Throughout the past year, we have started to see these washers and dryers fail as they approach their end of life expectancy.

Project Uses

	2022	2023	2024	2025	2026	Total
Breckenridge Washer & Dryer Replacement	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Project Timeline
To be installed as the equipment fails throughout the fiscal year.

Project: Housing (BEC) Deck Replacement

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2023

Project Description

Replacement of decks at Blue Earth County owned Public Housing Properties

Project Justification

Decks have continued to deteriorate and pose safety risk to our tenants. Staff have regularly repaired the decks, but many are 25-30 years old and in need of replacement.

Project Uses

	2022	2023	2024	2025	2026	Total
BEC Deck Replacement	25,000	25,000	0	0	0	50,000
Total	**25,000**	**25,000**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	25,000	25,000	0	0	0	50,000
Total	**25,000**	**25,000**	**0**	**0**	**0**	**50,000**

Project Timeline

To be completed Summer of each fiscal year

Project: Housing (BEC) Driveway, Sidewalk, & Misc. Site Improvements

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2026

Project Description

Project for replacement or repair of any exterior site assets such as sidewalk, driveways, patios, and landscaping at the Blue Earth County owned Public Housing sites.

Project Justification

To stay in compliance with Department of Housing and Urban Development, Real Estate Assessment Center, and safety standards, this project would be used for replacement or repair of concrete, blacktop, aggregate or landscaping that does not pass inspection.

Project Uses

	2022	2023	2024	2025	2026	Total
BEC Driveway, sidewalk, and site improvements	17,500	17,500	17,500	17,500	17,500	87,500
Total	**17,500**	**17,500**	**17,500**	**17,500**	**17,500**	**87,500**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	17,500	17,500	17,500	17,500	17,500	87,500
Total	**17,500**	**17,500**	**17,500**	**17,500**	**17,500**	**87,500**

Project Timeline

Sites to be inspected in early Spring of each fiscal year and repaired or replaced in Summer of the appropriate fiscal year

Project: Housing (BEC) Eastview Gutter and Fascia Replacement

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Replacement of the Gutters, Fascia and sub-fascia at Eastview Apartments in Mapleton.

Project Justification

The sub-fascia and fascia board are rotten at Eastview, causing damage to the gutters in various locations. This project would repair the replace the rotten lumber and install new gutters with gutter helmets to prevent them from clogging with debris.

Project Uses

	2022	2023	2024	2025	2026	Total
Eastview gutter and fascia replacement	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Project Timeline

To be completed the summer of 2022

Project: Housing (BEC) Eastview Interior Lighting Upgrades

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description
Eastview Interior LED Lighting Upgrade

Project Justification
LED upgrades would allow for a more energy efficient site and reduce staff time to change light bulbs or ballasts.

Project Uses

	2022	2023	2024	2025	2026	Total
Eastview LED Interior Lighting Upgrade	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Project Timeline
To be completed summer of 2022

Project: Housing (BEC) Gutter & Gutter Helmet Installation

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2023

Project Description

Installation of gutters and gutter helmets at the Blue Earth County owned Public Housing sites.

Project Justification

With sites scattered throughout Blue Earth County, Staff struggle to maintain the gutters of our units. This project would replace gutters where needed, and install gutter helmets to prevent debris from clogging gutters and causing damage to the gutters, fascia, sub-fascia and soffit vents at our properties. The project would increase safety for our staff and increase availability in staff time.

Project Uses

	2022	2023	2024	2025	2026	Total
BEC Installation of Gutters & Gutter Helmets	15,000	15,000	0	0	0	30,000
Total	**15,000**	**15,000**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	15,000	15,000	0	0	0	30,000
Total	**15,000**	**15,000**	**0**	**0**	**0**	**30,000**

Project Timeline

To be installed Spring of each fiscal year

Project: Housing (BEC) Madison Lake Furnace Replacement (5)

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Replacement of Furnaces at 5 Public Housing units located in Madison Lake

Project Justification

The existing furnaces are beyond their life expectancy. These Bryant units are the same age and models which have started to fail in Mapleton. It is common for these units to have their secondary heat exchanger get plugged, posing a safety risk to our tenants.

Project Uses

	2022	2023	2024	2025	2026	Total
Replacement Madison Lake Furnaces (5)	12,000	0	0	0	0	12,000
Total	**12,000**	**0**	**0**	**0**	**0**	**12,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	12,000	0	0	0	0	12,000
Total	**12,000**	**0**	**0**	**0**	**0**	**12,000**

Project Timeline

To be completed Summer 2022

Project: Housing (BEC) Rekey

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Rekeying of all scattered Blue Earth County sites.

Project Justification

Currently, there are multiple brands of deadbolts and keys used for our Blue Earth County sites. The hardware is aged beyond its life expectancy and requires regular service. The rekey would streamline our hardware, reduce the quantity of shelf stock and brands that we currently have to carry, increase security, and replace hardware that regularly needs service. The new system would also have interchangeable cores which save staff time on rekeying units as they would not have to change out hardware for rekeying the unit.

Project Uses

	2022	2023	2024	2025	2026	Total
Rekeying BEC Sites	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Project Timeline

Material to be ordered at the beginning of the 2022 fiscal year. Lock replacement to be phased in by staff internally when we complete annual inspections of the units.

Project: Housing (BEC) Unit Turnover Renovations

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2026

Project Description

Renovation fund for Blue Earth County units that need flooring, windows, kitchen cabinets, appliances, or any other cosmetic upgrades or mechanical upgrades to bring the unit up to an acceptable condition.

Project Justification

As units become available from long term tenants, many units are dated or have components that are beyond the point of repair and need to be replaced. Renovating the units also prolongs the life expectancy of the building components, and allows us to identify and resolve any issues that are creating additional damages to our building (example: leaking windows, roofing, etc.)

Project Uses

	2022	2023	2024	2025	2026	Total
Housing (BEC) Unit Renovations	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Project Timeline

Throughout the fiscal year, as units in need become available.

Project: Housing BEC Eastview LED Lighting & Exterior Pole Replacement

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Replacement of the exterior lighting at Eastview Apartments in Mapleton

Project Justification

LED upgrades would allow for a more energy efficient site and reduce staff time to change light bulbs or ballasts. The existing light poles at Eastview are obsolete and cannot be repaired to solve the water intrusion issues in the lighting globe. The water intrusion causes premature bulb and socket failure, and allow for moss growth within the lighting globe.

Project Uses

	2022	2023	2024	2025	2026	Total
Eastview Lighting & Pole Lighting LED Upgrade	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Project Timeline

To be completed summer of 2022

Project: Housing (BEC) Breckenridge Path and Driveway Seal-coat & Repairs

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2023 - 2023

Project Description
Sealcoating and Repairs at Breckenridge Townhomes, including Breckenridge Path.

Project Justification
Breckenridge Path and the Townhome driveways are due for sealcoating to prolong their life expectancy. Prior to sealcoating, the area's cracks would be sealed and any pot holes would be filled.

Project Uses

	2022	2023	2024	2025	2026	Total
Sealcoating and Repairs at Breckenridge Townhomes	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Project Timeline
To be completed Summer 2023

Project: Housing (BEC) Breckenridge Playground Surface Improvements

Department: BLUE EARTH COUNTY EDA - HOUSING

Project Years: 2023 - 2023

Project Description
Replacement of playground fibar surface material.

Project Justification
The existing fibar playground surface material has deteriorated and is due for replacement. Over time, the fibar material deteriorates and washes away, creating a lower elevation than the original height installed. The change in elevation poses a safety risk for foot traffic and fall protection. Playground matting will also be added underneath high traffic playground equipment (Example: swing sets) to prevent the fibar from being removed or spread out from the foot traffic.

Project Uses

	2022	2023	2024	2025	2026	Total
Breckenridge Fibar and Playground Matting	0	20,000	0	0	0	20,000
Total	**0**	**20,000**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	20,000	0	0	0	20,000
Total	**0**	**20,000**	**0**	**0**	**0**	**20,000**

Project Timeline
To be installed Spring 2023

MANKATO EDA - HOUSING

Cash Flow

Housing - Mankato EDA

	2022	2023	2024	2025	2026	
Projected fund balance	$ 1,320,013	$ 932,513	$ 472,513	$ 455,013	$ 521,513	
HUD Funding	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	Need to update these
Available Funds	$ 1,520,013	$ 1,132,513	$ 672,513	$ 655,013	$ 721,513	

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Housing unit turnover renovations	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	$ (100,000)	**$ (500,000)**	
Orness Plaza Heat Pump Replacement	$ (210,000)	$ (210,000)	$ (84,000)			**$ (504,000)**	
Orness Plaza Roof Safety Railing and Stairs	$ (50,000)					**$ (50,000)**	
Orness Plaza Garage Expansion & Workshop	$ (50,000)					**$ (50,000)**	
Orness Plaza RTU #1 & #2 Replacement Engineering Study	$ (35,000)					**$ (35,000)**	
Orness Plaza RTU #1 & #2 Replacement		$ (250,000)				**$ (250,000)**	
Driveway, sidewalk, misc site improvements	$ (23,500)	$ (37,500)	$ (17,500)	$ (17,500)	$ (17,500)	**$ (113,500)**	
Orness Plaza Security Access Control	$ (12,000)					**$ (12,000)**	
Housing rekey	$ (15,000)					**$ (15,000)**	
Housing deck replacement	$ (15,000)	$ (25,000)				**$ (40,000)**	
Appliance, furnace, & water heater replacement	$ (22,000)	$ (16,000)	$ (16,000)	$ (16,000)	$ (16,000)	**$ (54,000)**	
Gutter & Gutter Helmet Installation	$ (15,000)	$ (15,000)				**$ (30,000)**	
Orness Plaza EIFS Repairs	$ (30,000)					**$ (30,000)**	
Orness Plaza Geothermal Filtration	$ (10,000)					**$ (10,000)**	
Orness Plaza - Fire Door Magenets		$ (6,500)				**$ (6,500)**	
Total	**$ (587,500)**	**$ (660,000)**	**$ (217,500)**	**$ (133,500)**	**$ (133,500)**	**$ (1,700,000)**	$ -
Fund Balance	$ 932,513	$ 472,513	$ 455,013	$ 521,513	$ 588,013		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (City) Deck Replacement	2022	15,000
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2022	23,500
Housing (City) Scattered Sites Rekey	2022	15,000
Housing (City) Unit Turnover Renovations	2022	100,000
Orness Garage Expansion and Workshop	2022	50,000
Orness Plaza EIFS Repair	2022	30,000
Orness Plaza Geothermal Filtration	2022	10,000
Orness Plaza Heat Pump Replacement	2022	210,000
Orness Plaza Roof Safety Railings and Access Stairs	2022	50,000
Orness Plaza Security Access Control	2022	12,000
Orness RTU 1 & 2 Engineering Study	2022	35,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2022	22,000
Public Housing (City) Gutter & Gutter Helmet Installation	2022	15,000
Subtotal		**587,500**
Total		**587,500**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (City) Deck Replacement	2023	25,000
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2023	37,500
Housing (City) Unit Turnover Renovations	2023	100,000
Orness Plaza Fire Door Magnet Installation	2023	6,500
Orness Plaza Heat Pump Replacement	2023	210,000
Orness Plaza RTU 1 & 2 Replacement	2023	250,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2023	16,000
Public Housing (City) Gutter & Gutter Helmet Installation	2023	15,000
Subtotal		**660,000**
Total		**660,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2024	17,500
Housing (City) Unit Turnover Renovations	2024	100,000
Orness Plaza Heat Pump Replacement	2024	84,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2024	16,000
Subtotal		**217,500**
Total		**217,500**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2025	17,500
Housing (City) Unit Turnover Renovations	2025	100,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2025	16,000
Subtotal		**133,500**
Total		**133,500**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Housing (City) Driveway, Sidewalk, and Misc. Site Improvements	2026	17,500
Housing (City) Unit Turnover Renovations	2026	100,000
Public Housing (City) Appliance, Furnace & Water Heater Replacement	2026	16,000
Subtotal		**133,500**
Total		**133,500**

Project: Housing (City) Deck Replacement

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2023

Project Description

Replacement of decks at City owned Public Housing Properties

Project Justification

Decks have continued to deteriorate and pose safety risk to our tenants. Staff have regularly repaired the decks, but many are 25-30 years old and in need of replacement.

Project Uses

	2022	2023	2024	2025	2026	Total
Deck Replacement City Scattered Sites	15,000	25,000	0	0	0	40,000
Total	**15,000**	**25,000**	**0**	**0**	**0**	**40,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	15,000	25,000	0	0	0	40,000
Total	**15,000**	**25,000**	**0**	**0**	**0**	**40,000**

Project Timeline

To be completed Summer of each fiscal year

Project: Housing (City) Driveway, Sidewalk, and Misc. Site Improvements

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2026

Project Description

Project for replacement or repair of any exterior site assets such as sidewalk, driveways, patios, and landscaping at the City owned Public Housing sites.

Project Justification

To stay in compliance with Department of Housing and Urban Development, Real Estate Assessment Center, and safety standards, this project would be used for replacement or repair of concrete, blacktop, aggregate or landscaping that does not pass inspection.

Project Uses

	2022	2023	2024	2025	2026	Total
Driveway, sidewalk, and site repairs	23,500	37,500	17,500	17,500	17,500	113,500
Total	**23,500**	**37,500**	**17,500**	**17,500**	**17,500**	**113,500**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	23,500	37,500	17,500	17,500	17,500	113,500
Total	**23,500**	**37,500**	**17,500**	**17,500**	**17,500**	**113,500**

Project Timeline

Sites to be inspected in early Spring of each fiscal year and repaired or replaced in Summer of the appropriate fiscal year

Project: Housing (City) Scattered Sites Rekey

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Rekeying of all scattered Mankato sites.

Project Justification

Currently, there are multiple brands of deadbolts and keys used for our scattered Mankato sites. The hardware is aged beyond its life expectancy and requires regular service. The rekey would streamline our hardware, reduce the quantity of shelf stock and brands that we currently have to carry, increase security, and replace hardware that regularly needs service. The new system would also have interchangeable cores which save staff time on rekeying units as they would not have to change out hardware for rekeying the unit.

Project Uses

	2022	2023	2024	2025	2026	Total
Rekeying Mankato scattered sites	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Project Timeline

Material to be ordered at the beginning of the 2022 fiscal year. Lock replacement to be phased in by staff internally when we complete annual inspections of the units.

Project: Housing (City) Unit Turnover Renovations

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2026

Project Description

Renovation fund for City units that need flooring, windows, kitchen cabinets, appliances, or any other cosmetic upgrades or mechanical upgrades to bring the unit up to an acceptable condition.

Project Justification

As units become available from long term tenants, many units are dated or have components that are beyond the point of repair and need to be replaced. Renovating the units also prolongs the life expectancy of the building components, and allows us to identify and resolve any issues that are creating additional damages to our building (example: leaking windows, roofing, etc.)

Project Uses

	2022	2023	2024	2025	2026	Total
Unit Renovations	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	100,000	100,000	100,000	100,000	100,000	500,000
Total	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**500,000**

Project Timeline

Throughout the fiscal year, as units in need become available.

Project: Orness Garage Expansion and Workshop

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Expansion of the existing garage at Orness to house snow, lawn, and landscaping equipment.

Project Justification

Housing currently uses an enclosed trailer to store their snow, lawn and landscaping equipment due to the lack of space in the existing garage. Housing also lacks a workshop area to repair doors, kitchen cabinets, and other larger building assets. By building an addition, Housing would be able to store their landscaping material onsite rather than travel to where where the trailer is parked to use equipment. The current garage would be set up as a workshop which would allow for repair to larger items such as doors and kitchen cabinets. The enclosed trailer would be used for storing and moving unit renovation materials such as lumber, doors, casework, bathroom fixtures, etc.

Project Uses

	2022	2023	2024	2025	2026	Total
Expansion of Garage	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Project Timeline

Expansion of Garage to take place in Summer of 2022

Project: Orness Plaza EIFS Repair

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Repair of Exterior Insulation and Finishing System (EIFS) at Orness Plaza.

Project Justification

Since construction, Orness Plaza has struggled with woodpeckers causing damage to the EIFS. Woodpeckers create a hole in the EIFS which is then further damaged from other pests such as birds and squirrels. This repair would repair the existing holes and insulation damage to prevent further damage to materials behind the EIFS from water intrusion.

Project Uses

	2022	2023	2024	2025	2026	Total
Orness Plaza EIFS Repair	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Project Timeline

To be completed Summer 2022

Project: Orness Plaza Geothermal Filtration

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Side Stream Filtration installation on the Main Geothermal well loop at Orness Plaza.

Project Justification

We have found that our Geothermal Glycol loop is contaminated with debris which causing additional strain on our heat pumps and causing heat pumps to lockout. By adding a side stream filtration on the main loop, we would reduce the amount of debris at the individual strainers on the heat pumps and catch more debris at a central location. The filtration would actively clean out system anytime the system pumps are running rather than only being cleaned when staff pull the individual strainers.

Project Uses

	2022	2023	2024	2025	2026	Total
Geothermal Filtration Installation	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Project Timeline

Installation to occur Spring 2022

Project: Orness Plaza Heat Pump Replacement

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2024

Project Description

Replacement of all Heat Pumps at Orness Plaza over a 3 year period.

Project Justification

The heat pump units are nearing the end of the life expectancy and are becoming problematic. Many of the units have active refrigerant leaks and are not cost effective to repair.

Project Uses

	2022	2023	2024	2025	2026	Total
Heat Pump Replacement	210,000	210,000	84,000	0	0	504,000
Total	**210,000**	**210,000**	**84,000**	**0**	**0**	**504,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	210,000	210,000	84,000	0	0	504,000
Total	**210,000**	**210,000**	**84,000**	**0**	**0**	**504,000**

Project Timeline

Units would be ordered as soon as the new budget is approved. Installation would then take place in late April to May of 2021.

Project: Orness Plaza Roof Safety Railings and Access Stairs

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Installation of roof access stairs on the main roof where Rooftop Unit 1 and 2 are located. Installation of safety railing around rooftop units.

Project Justification

Currently, there is no permanent access to the higher roof at Orness Plaza. A ladder is often brought up to gain access to the main Rooftop Units that service the building. A permanent stair access would provide a safer access to the roof, and reduce the risk of damaging the roofing membrane from ladders.To gain access and/or work on Rooftop Units 1 and 2 at Orness, a person must travel and work near skylights and the edge of a roofing structure. Safety rails would be installed to create a designated safe route and working area to safely service the Rooftop units.

Project Uses

	2022	2023	2024	2025	2026	Total
Installation of Safety rails and access stairs	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Project Timeline

Materials would be designed and ordered in the Spring of 2022. Safety improvements to be installed Summer 2022.

Project: Orness Plaza Security Access Control

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Installation of card access controls on doors at Orness Plaza. Doors to include the Mailroom, maintenance shop entrance (exterior and interior), and mechanical room.

Project Justification

Installation of card access to limit the amount of keys that are given out and have the ability to disable the card rather than rekey the door if a key were to go missing or was not returned.

Project Uses

	2022	2023	2024	2025	2026	Total
Card Access Control Installation	12,000	0	0	0	0	12,000
Total	**12,000**	**0**	**0**	**0**	**0**	**12,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	12,000	0	0	0	0	12,000
Total	**12,000**	**0**	**0**	**0**	**0**	**12,000**

Project Timeline

Installation to take place Spring of 2022

Project: Orness RTU 1 & 2 Engineering Study

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2022

Project Description

Engineering study to design the replacement of Rooftop Units 1 and 2.

Project Justification

Rooftop Units 1 and 2 at Orness have been extremely problematic over the past 2 years and are nearing their end of life expectancy. Since the units are operating as Make-Up Air units, they are running under constant maximum performance conditions causing excessive wear on the equipment. This study would look at the opportunity to change Rooftop Unit 1 to a Demand Control System, dramatically increasing the efficiency of the unit since it would not constantly be conditioning 100% outside air. The study would also look at any energy efficiency opportunities with the replacement of RTU 2, as RTU 2 would have to remain operating as a Make-up Air unit.

Project Uses

	2022	2023	2024	2025	2026	Total
Engineering Study for Replacement of RTU 1 & 2	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Project Timeline

Study to start at the beginning of the 2022 fiscal year with the engineering report to be completed by the end of Summer 2022.

Project: Public Housing (City) Appliance, Furnace & Water Heater Replacement

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2026

Project Description

Replacement if City Public Housing Unit's appliances, furnaces, and water heaters.

Project Justification

This fund will be used to provide our Tenants with operating appliances, furnaces and water heaters as we are required to do within our landlord obligations. A good majority of our appliances, furnaces and water heaters are beyond their life expectancy and will fail throughout the fiscal year.

Project Uses

	2022	2023	2024	2025	2026	Total
Appliance, Furnace, and Water Heater Replacement	22,000	16,000	16,000	16,000	16,000	86,000
Total	**22,000**	**16,000**	**16,000**	**16,000**	**16,000**	**86,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	22,000	16,000	16,000	16,000	16,000	86,000
Total	**22,000**	**16,000**	**16,000**	**16,000**	**16,000**	**86,000**

Project Timeline

Equipment to be replaced as it fails or when it becomes not cost effective to repair.

Project: Public Housing (City) Gutter & Gutter Helmet Installation

Department: MANKATO EDA - HOUSING

Project Years: 2022 - 2023

Project Description
Installation of gutters and gutter helmets at the City owned Public Housing sites.

Project Justification
With sites scattered throughout the City, Staff struggle to maintain the gutters of our units. This project would replace gutters where needed, and install gutter helmets to prevent debris from clogging gutters and causing damage to the gutters, fascia, sub-fascia and soffit vents at our properties. The project would increase safety for our staff and increase availability in staff time.

Project Uses

	2022	2023	2024	2025	2026	Total
Installation of Gutters & Gutter Helmets	15,000	15,000	0	0	0	30,000
Total	**15,000**	**15,000**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	15,000	15,000	0	0	0	30,000
Total	**15,000**	**15,000**	**0**	**0**	**0**	**30,000**

Project Timeline
To be installed Spring of each fiscal year

Project: Orness Plaza Fire Door Magnet Installation

Department: MANKATO EDA - HOUSING

Project Years: 2023 - 2023

Project Description

Installation of Fire Door Magnet Holds at Orness Plaza.

Project Justification

There are common fire doors are Orness such as the Laundry Room which are regularly propped open by tenants in order to get their laundry or mobility carts through the door with ease. By Code, fire doors are required to automatically close and latch. This door being propped does not allow for the door to automatically close. By adding a fire magnet hold open on these doors, it would allow for the door to be open but automatically close in the event of a fire.

Project Uses

	2022	2023	2024	2025	2026	Total
Fire Magnet Hold Open Installation	0	6,500	0	0	0	6,500
Total	**0**	**6,500**	**0**	**0**	**0**	**6,500**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	6,500	0	0	0	6,500
Total	**0**	**6,500**	**0**	**0**	**0**	**6,500**

Project Timeline

To be completed Spring 2023

Project: Orness Plaza RTU 1 & 2 Replacement

Department: MANKATO EDA - HOUSING

Project Years: 2023 - 2023

Project Description

Replacement of Rooftop Unit 1 and 2 at Orness Plaza

Project Justification

Rooftop Units 1 and 2 are at the end of their life expectancy. This project would be completed with the results of the Engineering Study in 2022 to maximize efficiency of the units.

Project Uses

	2022	2023	2024	2025	2026	Total
Replacement of RTU 1 & 2	0	250,000	0	0	0	250,000
Total	**0**	**250,000**	**0**	**0**	**0**	**250,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	250,000	0	0	0	250,000
Total	**0**	**250,000**	**0**	**0**	**0**	**250,000**

Project Timeline

Project to be bid in early Spring of 2023 with installation to occur in Summer of 2023

City of Mankato

Leading the way...

INFO TECH CAPITAL REPLACEMENT

Cash Flow

IT Replacement Fund						
Projected fund Balance	$721,166	$831,166	$751,166	$896,166	$1,056,166	
Interest on Investments						
Transfer-in IT	$250,000	$250,000	$250,000	$250,000	$250,000	
Cell Phone Tower Rent	$300,000	$300,000	$300,000	$300,000	$300,000	
Available Funds	**$1,271,166**	**$1,381,166**	**$1,301,166**	**$1,446,166**	**$1,606,166**	
Project Title	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**
Conference Room(s) Technology	$40,000	$40,000	$25,000	$25,000	$25,000	**$155,000**
Energov Software Phase 2	$0	$215,000	$0	$0	$0	**$215,000**
Fiber Communications Infrastructure Expansion and Maintenance	$75,000	$75,000	$75,000	$75,000	$75,000	**$375,000**
Information Technology Security	$50,000	$40,000	$40,000	$40,000	$40,000	**$210,000**
Network Equipment Upgrades	$45,000	$30,000	$35,000	$30,000	$45,000	**$185,000**
Security Access Control System Upgrades and Expansion	$25,000	$25,000	$25,000	$25,000	$25,000	**$125,000**
Security Camera System Upgrades and Expansion	$90,000	$95,000	$75,000	$95,000	$75,000	**$430,000**
Server Virtualization Upgrades	$50,000	$25,000	$80,000	$25,000	$25,000	**$205,000**
User Data File Storage	$40,000	$0	$0	$0	$30,000	**$70,000**
Video Storage Solution	$25,000	$85,000	$50,000	$25,000	$60,000	**$245,000**
VoIP Phone System & 311 Call Center Upgrades	$0	$0	$0	$50,000	$0	**$50,000**
Total	**$440,000**	**$630,000**	**$405,000**	**$390,000**	**$400,000**	**$2,265,000**
Fund Balance	$831,166	$751,166	$896,166	$1,056,166	$1,206,166	

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Conference Room(s) Technology	2022	40,000
Fiber Communications Infrastructure Expansion and Maintenance	2022	75,000
Information Technology Security	2022	50,000
Network Equipment Upgrades	2022	45,000
Security Access Control System Upgrades and Expansion	2022	25,000
Security Camera System Upgrades and Expansion	2022	90,000
Server Virtualization Upgrades	2022	50,000
User Data File Storage	2022	40,000
Video Storage Solution	2022	25,000
Subtotal		**440,000**
Total		**440,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Conference Room(s) Technology	2023	40,000
EnerGov Software Phase 2	2023	215,000
Fiber Communications Infrastructure Expansion and Maintenance	2023	75,000
Information Technology Security	2023	40,000
Network Equipment Upgrades	2023	30,000
Security Access Control System Upgrades and Expansion	2023	25,000
Security Camera System Upgrades and Expansion	2023	95,000
Server Virtualization Upgrades	2023	25,000
Video Storage Solution	2023	85,000
Subtotal		**630,000**
Total		**630,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Conference Room(s) Technology	2024	25,000
Fiber Communications Infrastructure Expansion and Maintenance	2024	75,000
Information Technology Security	2024	40,000
Network Equipment Upgrades	2024	35,000
Security Access Control System Upgrades and Expansion	2024	25,000
Security Camera System Upgrades and Expansion	2024	75,000
Server Virtualization Upgrades	2024	80,000
Video Storage Solution	2024	50,000
Subtotal		**405,000**
Total		**405,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Conference Room(s) Technology	2025	25,000
Fiber Communications Infrastructure Expansion and Maintenance	2025	75,000
Information Technology Security	2025	40,000
Network Equipment Upgrades	2025	30,000
Security Access Control System Upgrades and Expansion	2025	25,000
Security Camera System Upgrades and Expansion	2025	95,000
Server Virtualization Upgrades	2025	25,000
Video Storage Solution	2025	25,000
Subtotal		**340,000**
Total		**340,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Conference Room(s) Technology	2026	25,000
Fiber Communications Infrastructure Expansion and Maintenance	2026	75,000
Information Technology Security	2026	40,000
Network Equipment Upgrades	2026	45,000
Security Access Control System Upgrades and Expansion	2026	25,000
Security Camera System Upgrades and Expansion	2026	75,000
Server Virtualization Upgrades	2026	25,000
User Data File Storage	2026	30,000
Video Storage Solution	2026	60,000
Subtotal		**400,000**
Total		**400,000**

Project: Conference Room(s) Technology

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Conference Room(s) Technology Upgrades.

Project Justification

Refresh aging technology in our meeting spaces to ensure our staff have modern technology tools and solutions.

Project Uses

	2022	2023	2024	2025	2026	Total
Conference room technology	40,000	40,000	25,000	25,000	25,000	155,000
Total	**40,000**	**40,000**	**25,000**	**25,000**	**25,000**	**155,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	40,000	40,000	25,000	25,000	25,000	155,000
Total	**40,000**	**40,000**	**25,000**	**25,000**	**25,000**	**155,000**

Project Timeline

Project will be on-going over next 1-5 years.

Project: Fiber Communications Infrastructure Expansion and Maintenance

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Expand and maintain the city's fiber communication infrastructure to key city facilities. Identified facilities include; Parks, Water Utility Sites, Traffic Signals, Lighting System. As the city's fiber footprint continues to expand, portions of these funds need to be allocated for relocation and maintenance to the existing fiber communication infrastructure.

Project Justification

By investing in high speed communication infrastructure, the network foundation is created for the City to facilitate the deployment of enterprise level technology systems (VoIP, Security Access, Security Cameras, etc.) across the City's network. The fiber infrastructure also interconnects other critical systems; Traffic Signals and Lighting System.

Project Uses

	2022	2023	2024	2025	2026	Total
Fiber Infrastructure and Maintenance	75,000	75,000	75,000	75,000	75,000	375,000
Total	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	75,000	75,000	75,000	75,000	75,000	375,000
Total	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

Project Timeline

This is an ongoing annual project

Project: Information Technology Security

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Upgrade our Network Firewall(s) and implement additional cybersecurity management solutions to enhance our threat defense systems.

Project Justification

Information Technology Security (IT Security) is growing in importance due to reliance on computer systems, the internet, wireless networks, and mobile devices. Over the next 1-3 years IT will be placing a high priority on the defense systems we have and place and upgrading them to the latest technology, implementing cybersecurity software to ensure our systems and data are secure.

Project Uses

	2022	2023	2024	2025	2026	Total
Information Technology Security	50,000	40,000	40,000	40,000	40,000	210,000
Total	**50,000**	**40,000**	**40,000**	**40,000**	**40,000**	**210,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	50,000	40,000	40,000	40,000	40,000	210,000
Total	**50,000**	**40,000**	**40,000**	**40,000**	**40,000**	**210,000**

Project Timeline

Project will be on-going over next 1-5 years.

Project: Network Equipment Upgrades

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description
Network Equipment Upgrades

Project Justification
Replace aging Network Switches and Wireless Network Access Points to increase network performance.

Project Uses

	2022	2023	2024	2025	2026	Total
Network Equipment Upgrades	45,000	30,000	35,000	30,000	45,000	185,000
Total	**45,000**	**30,000**	**35,000**	**30,000**	**45,000**	**185,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	45,000	30,000	35,000	30,000	45,000	185,000
Total	**45,000**	**30,000**	**35,000**	**30,000**	**45,000**	**185,000**

Project Timeline
Project will be on-going over next 1-5 years.

Project: Security Access Control System Upgrades and Expansion

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Continue to expand and maintain the city's security access control system. Portions of these funds are to be allocated to maintenance and replacement of any failing access control components.

Project Justification

Enterprise Security Access Control System is integrated in most city buildings on a single software platform. Provides the ability to configure employee access cards to specific doors in multiple buildings. This centralized system creates efficiencies for system management, alarming, and reporting features.

Project Uses

	2022	2023	2024	2025	2026	Total
Fiber Infrastructure and Maintenance	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Project Timeline

This is an ongoing annual project.

Project: Security Camera System Upgrades and Expansion

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Continue to expand and maintain the city's video security camera system. Improving the video camera coverage for Public Safety in key identified areas.

Project Justification

Portions of these funds need to be allocated to replace aging analog cameras with High Definition (HD) cameras.

Project Uses

	2022	2023	2024	2025	2026	Total
Security Camera System Upgrades and Replacements	90,000	95,000	75,000	95,000	75,000	430,000
Total	**90,000**	**95,000**	**75,000**	**95,000**	**75,000**	**430,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	90,000	95,000	75,000	95,000	75,000	430,000
Total	**90,000**	**95,000**	**75,000**	**95,000**	**75,000**	**430,000**

Project Timeline

This is an ongoing annual project.

Project: Server Virtualization Upgrades

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Upgrades to the server virtualization environment(s). Includes both the main and redundant server environments.

Project Justification

This server farm environment is the city's core server environment, hosting all of the enterprise level software systems, and databases. Upgraded equipment will provide more server capacity and increased performance for server scalability.

Project Uses

	2022	2023	2024	2025	2026	Total
Server Virtualization Upgrades	50,000	25,000	80,000	25,000	25,000	205,000
Total	**50,000**	**25,000**	**80,000**	**25,000**	**25,000**	**205,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	50,000	25,000	80,000	25,000	25,000	205,000
Total	**50,000**	**25,000**	**80,000**	**25,000**	**25,000**	**205,000**

Project Timeline

Project will be on-going over next 1-5 years.

Project: User Data File Storage

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description
Upgrade the user data file storage servers (U Drives).

Project Justification
Aging file storage that will need to be replaced with new file storage technology.

Project Uses

	2022	2023	2024	2025	2026	Total
User Data File Storage	40,000	0	0	0	30,000	70,000
Total	**40,000**	**0**	**0**	**0**	**30,000**	**70,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	40,000	0	0	0	30,000	70,000
Total	**40,000**	**0**	**0**	**0**	**30,000**	**70,000**

Project Timeline
Second quarter 2022

Project: Video Storage Solution

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2022 - 2026

Project Description

Continue to expand the unified video storage solution for the city's security video systems.

Project Justification

This unified storage solution, provides the city will have a more agile, scalable, reliable, and cost effective solution for future video storage demands. Upgrading our security cameras to High Definition (HD) requires additional storage capacity.

Project Uses

	2022	2023	2024	2025	2026	Total
Video Storage Solution	25,000	85,000	50,000	25,000	60,000	245,000
Total	**25,000**	**85,000**	**50,000**	**25,000**	**60,000**	**245,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	25,000	85,000	50,000	25,000	60,000	245,000
Total	**25,000**	**85,000**	**50,000**	**25,000**	**60,000**	**245,000**

Project Timeline

This is an ongoing annual project.

Project: EnerGov Software Phase 2

Department: INFO TECH CAPITAL REPLACEMENT

Project Years: 2023 - 2023

Project Description

Implement Phase two of the Tyler Technologies EnerGov Software. Phase two includes all remaining permits and licenses.

Project Justification

Unifying all permits and licenses under one enterprise software platform will increase operational efficiency and service delivery to the citizens.

Project Uses

	2022	2023	2024	2025	2026	Total
	0	215,000	0	0	0	215,000
Total	**0**	**215,000**	**0**	**0**	**0**	**215,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IT Capital Replacement Fund	0	215,000	0	0	0	215,000
Total	**0**	**215,000**	**0**	**0**	**0**	**215,000**

Project Timeline

2023 Project



IGC CAPITAL REPLACEMENT FUND

Cash Flow

IGC Replacement Fund							
Projected fund Balance	210,154	240,154	160,154	80,154	250,154		
Transfer-in IGC	200,000	200,000	200,000	200,000	200,000		
ISD 77 Reimbursement	175,000						
Available Funds	$585,154	$440,154	$360,154	$280,154	$450,154		

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Intergovernmental Center - Building Exterior Cleaning & Repairs	$ (30,000.00)	$ (30,000.00)	$ (30,000.00)	$ (30,000.00)	$ (30,000.00)	**$ (210,000.00)**	
Intergovernmental Center - Elevator Controls Upgrade						**$ -**	$ (90,000.00)
Replacement	$ (140,000.00)					**$ (140,000.00)**	
Intergovernmental Center - ISD 77 Central Registration HVAC upgrades and remodel	$ (175,000.00)					**$ (175,000.00)**	
Intergovernmental Center - Exterior Door Replacement		$ (50,000.00)				**$ (50,000.00)**	
Intergovernmental Center - Building Exterior EIFS Repairs & Painting						**$ -**	$ (100,000.00)
Intergovernmental Center - Roof Top HVAC Unit #1 Replacement		$ (200,000.00)				**$ (200,000.00)**	
Intergovernmental Center - Roof Top HVAC Units #2 Replacement			$ (250,000.00)			**$ (250,000.00)**	
Intergovernmental Center - Roof Replacement - 1st and 3rd Floors					$ (325,000.00)	**$ (325,000.00)**	
Intergovernmental Center - Carpet Replacement and Painting on the 2nd floor.						**$ -**	$ (520,000.00)
Intergovernmental Center - Elevator Car and Mechanical Equipment Replacement						**$ -**	$ (110,000.00)
Total	$ (345,000.00)	$ (280,000.00)	$ (280,000.00)	$ (30,000.00)	$ (355,000.00)	**$ (2,075,000.00)**	$ (820,000.00)
Fund Balance	$ 240,154.00	$ 160,154.00	$ 80,154.00	$ 250,154.00	$ 95,154.00		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Intergovernmental Center - Hydronics Rebalancing and Valve Replacement	2022	140,000
Intergovernmental Center - ISD 77 Central Registration HVAC upgrades and remodel	2022	175,000
Intergovernmental Center Building Exterior Cleaning & Repairs	2022	30,000
Subtotal		**345,000**
Total		**345,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Intergovernmental Center - Exterior Door Replacement	2023	50,000
Intergovernmental Center - Roof Top HVAC Unit #1 Replacement	2023	200,000
Intergovernmental Center Building Exterior Cleaning & Repairs	2023	30,000
Subtotal		**280,000**
Total		**280,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Intergovernmental Center - Roof Top HVAC Units #2 Replacement	2024	250,000
Intergovernmental Center Building Exterior Cleaning & Repairs	2024	30,000
Subtotal		**280,000**
Total		**280,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Intergovernmental Center Building Exterior Cleaning & Repairs	2025	30,000
Subtotal		**30,000**
Total		**30,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Intergovernmental Center - Roof Replacement - 1st and 3rd Floors	2026	325,000
Intergovernmental Center Building Exterior Cleaning & Repairs	2026	30,000
Subtotal		**355,000**
Total		**355,000**

Project: Intergovernmental Center - Hydronics Rebalancing and Valve Replacement

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Intergovernmental Center hydronics system rebalancing and valve replacement

Project Justification

The hydronics system is original to the building and is currently using a water based system. This has caused a buildup in the system which has necessitated a cleaning and draining. Original valves will be replaced and flushing ports will be added to drain sections of the system for flushing. The system fluid will be switched to a more stable glycol that will deliver a more efficient transfer of energy after the system cleaning.

Project Uses

	2022	2023	2024	2025	2026	Total
IGC Hydronics System	140,000	0	0	0	0	140,000
Total	**140,000**	**0**	**0**	**0**	**0**	**140,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IGC Building	140,000	0	0	0	0	140,000
Total	**140,000**	**0**	**0**	**0**	**0**	**140,000**

Project Timeline

Spring 2022

Project: Intergovernmental Center - ISD 77 Central Registration HVAC upgrades and remodel

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Remodel and HVAC upgrades to the ISD 77 Central Registration space on the 1st floor (former council chambers)

Project Justification

ISD 77 has requested this project to improve the HVAC system located in this space. The original remodel of the space left the existing HVAC from the former council chambers and installed half walls in the space to accommodate the airflow necessary to condition the entire space. Due to noise transfer and inability to control temperatures in the space, the school district has requested the remodel and upgrade. Costs will be reimbursed 100% by the district but the project will be overseen by the city.

Project Uses

	2022	2023	2024	2025	2026	Total
IGC ISD 77 Remodel	175,000	0	0	0	0	175,000
Total	**175,000**	**0**	**0**	**0**	**0**	**175,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Grant	175,000	0	0	0	0	175,000
Total	**175,000**	**0**	**0**	**0**	**0**	**175,000**

Project Timeline

Design: Summer 2021

Construction: Summer 2022

Project: Intergovernmental Center Building Exterior Cleaning & Repairs

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2026

Project Description

Multi-year project to clean and repair the exterior of the Intergovernmental Center.

Project Justification

The Intergovernmental Center holds the offices for both City of Mankato and Independent School District 77 administration. The building, located in the heart of Downtown Mankato, is also the site of several outdoor concerts and events throughout the year.

Project Uses

	2022	2023	2024	2025	2026	Total
IGC Building Exterior Cleaning & Repairs	30,000	30,000	30,000	30,000	30,000	150,000
Total	**30,000**	**30,000**	**30,000**	**30,000**	**30,000**	**150,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IGC Building	30,000	30,000	30,000	30,000	30,000	150,000
Total	**30,000**	**30,000**	**30,000**	**30,000**	**30,000**	**150,000**

Project Timeline

Cleaning and exterior work will take place in the spring of each year to ensure the building is ready to host summer outdoor concerts.

Project: Intergovernmental Center - Exterior Door Replacement

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Intergovernmental Center Exterior Door Replacement

Project Justification

Exterior doors are original to the building's construction. Due to the heavy use, they are showing their age and starting to experience issues with door hardware and securely latching. Replacement is warranted at this time and will include fully automated security access control and electronic locking.

Project Uses

	2022	2023	2024	2025	2026	Total
IGC Exterior Doors	0	50,000	0	0	0	50,000
Total	**0**	**50,000**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IGC Building	0	50,000	0	0	0	50,000
Total	**0**	**50,000**	**0**	**0**	**0**	**50,000**

Project Timeline

Installation: Spring 2023

Project: Intergovernmental Center - Roof Top HVAC Unit #1 Replacement

Department: IGC CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description
Intergovernmental Center - Roof Top HVAC Unit #1 Replacement

Project Justification
RTU #1 is original to the buildings construction. This unit services the majority of the IGC's first floor and is the smaller of the two large roof top units. Recent failure of some of the unit's compressors has necessitated costly repairs. Due to the removal of the front parking lot, a helicopter lift will likely be required for installation due to limited crane access.

Project Uses

	2022	2023	2024	2025	2026	Total
Intergovernmental Center - Roof Top HVAC Unit #1 Replacement	0	200,000	0	0	0	200,000
Total	**0**	**200,000**	**0**	**0**	**0**	**200,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
IGC Building	0	200,000	0	0	0	200,000
Total	**0**	**200,000**	**0**	**0**	**0**	**200,000**

Project Timeline
This project is scheduled for 2023.



PARKS CAPITAL REPLACEMENT FUND

Cash Flow

Parks	2022	2023	2024	2025	2026		
Projected Fund Balance	$1,406,069.90	$1,226,069.90	$ 1,476,069.90	$ 1,246,069.90	$ 1,246,069.90		
Transfer from Parks Operational Maintenance	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$100,000.00		
CBDG Funds (*) If qualifying project	$0.00	$0.00	$0.00	$0.00	$0.00		
Grants (awarded**) (proposed***)		$187,500.00	$75,000.00				
Charter Bonds(@) (Expansion of new parks only; needs a match)		$340,000.00			$225,000.00		
Sales Tax funding (#) (Only regional parks; needs a match)		$187,500.00	$75,000.00				
Payment-in-lieu park dedication funding (Needs a match)		$0.00			$125,000.00		
Other contributions !		$10,000.00					
Encumbrance for Pickleball courts							
Budgeted Amount for Parks CIP Projects (General Fund) Note: these	$500,000.00	$525,000.00	$375,000.00	$375,000.00			
Encumbrance							
Available Funds	$2,006,069.90	$2,576,069.90	$2,101,069.90	$1,721,069.90	$1,696,069.90		
Project Name	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**	**Illustrative**
Reconciliation Park - Mocassin Art Sculpture	($50,000.00)					**$ (50,000.00)**	
Trail Creek Park Improvements	($180,000.00)					**$ (180,000.00)**	
Hiniker Pond Park Improvements ($150K Parking Lot)			($530,000.00)			**$ (530,000.00)**	
Alexander Park Improvements* (5)	($150,000.00)					**$ (150,000.00)**	
Lions Park Improvements		($125,000.00)				**$ (125,000.00)**	$ -
Buscher Park Improvements (Bathrooms Only%)				($200,000.00)		**$ (200,000.00)**	
Erlandson Park Improvements ($20K Bathrooms%)		$ (200,000.00)				**$ (200,000.00)**	
Shelter upgrades		$ (50,000.00)	($50,000.00)	($50,000.00)	($50,000.00)	**$ (200,000.00)**	
Rasmussen Floating Trail#*** ($187.5K Sales, $187.5 Grant)		($187,500.00)				**$ (187,500.00)**	
Land of Memories Park Improvements# ($75K Sales, $75K Grant)			$ (75,000.00)			**$ (75,000.00)**	
West Mankato Park				$ (225,000.00)		**$ (225,000.00)**	
Surface Upgrades (1)(2) (4) (see May 25, 2021 notes)	($400,000.00)		($125,000.00)			**$ (525,000.00)**	
PW Parks					($225,000.00)	**$ (225,000.00)**	
CIP funding incurred	($780,000.00)	($562,500.00)	($780,000.00)	($475,000.00)	($50,000.00)	**$ (2,647,500.00)**	
Land of Memories Park Improvements# ($75K Sales, $75K Grant)			$ (75,000.00)			**$ (75,000.00)**	
Sibley Park Improvements (Ball Field Side)#						**$ -**	$ (350,000.00)
Rasmussen Floating Trail#*** ($187.5K Sales, $187.5 Grant)		($187,500.00)				**$ (187,500.00)**	
Land of Memories Campground Improvements#						**$ -**	$ (200,000.00)
Proposed Sales Tax Funding Incurred		**$ (187,500.00)**	**$ (75,000.00)**			**$ (262,500.00)**	**$ (550,000.00)**
Development of Park on PWC Land - Behind Public Works Building*@ (100K CDBG, 125K PIL, 225K Charter Bonds)					($225,000.00)	**$ (225,000.00)**	$ -
Kearney Pond Park !@ (10K Other, 340K Charter,)		$ (350,000.00)				**$ (350,000.00)**	
Proposed Charter Bond Funding Incurred		**$ (350,000.00)**				**$ (350,000.00)**	**$ -**
Total Capital Enhancement	**$ (780,000.00)**	**$ (1,100,000.00)**	**$ (855,000.00)**	**$ (475,000.00)**	**$ (500,000.00)**	**$ (3,710,000.00)**	**$ (550,000.00)**
						$ -	
Fund Balance	$ 1,226,069.90	$ 1,476,069.90	$ 1,246,069.90	$ 1,246,069.90	$ 1,196,069.90		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Alexander Park Improvements	2022	210,000
Parks Surface Upgrades	2022	400,000
Reconciliation Park	2022	50,000
Tourtellotte Park - Pickleball Improvements	2022	475,000
Trail Creek Park Improvements	2022	180,000
Subtotal		**1,315,000**
Total		**1,315,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Erlandson Park Improvements	2023	210,000
Kearney Pond Park Improvements	2023	350,000
Lions Park Improvements	2023	125,000
Non-Facility Maintenance Upgrades	2023	50,000
Ramussen Floating Trail	2023	375,000
Shelter Improvements	2023	50,000
Subtotal		**1,160,000**
Total		**1,160,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Hiniker Pond Park Improvements	2024	540,000
Land of Memories Park Improvements	2024	150,000
Non-Facility Maintenance Upgrades	2024	50,000
Parks Surface Upgrades	2024	125,000
Shelter Improvements	2024	50,000
Subtotal		**915,000**
Total		**915,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Buscher Park Improvements	2025	200,000
Non-Facility Maintenance Upgrades	2025	50,000
Shelter Improvements	2025	50,000
West Mankato Park Upgrades	2025	225,000
Subtotal		**525,000**
Total		**525,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Shelter Improvements	2026	50,000
Subtotal		**50,000**
Total		**50,000**

Illustrative CIP Fund Overview

Project Name	Project Costs
Development of Park on PWC Land-Behind Public Works Building	450,000
Land of Memories Campground Improvements	150,000
Subtotal	**600,000**
Total	**600,000**

Project: Alexander Park Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Shelter upgrades and park improvements are planned for Alexander Park.

Project Justification

The restroom facility and shelter were built in 1990. The way the neighborhood utilizes these facilities has changed over the years and is in need of improvements. Renovation on the interior of the restroom are planned for 2020, however additional improvements to the shelter structure are still necessary.

Engagement Strategy

Staff will work with Public Engagement staff of the utilization of social media tools and if possible a neighborhood engagement.

Project Uses

	2022	2023	2024	2025	2026	Total
Shelter and bathroom upgrades	210,000	0	0	0	0	210,000
Total	**210,000**	**0**	**0**	**0**	**0**	**210,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	210,000	0	0	0	0	210,000
Total	**210,000**	**0**	**0**	**0**	**0**	**210,000**

Project Timeline

To be completed in 2022.

Project: Parks Surface Upgrades

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2024

Project Description

Surface improvements in the parks are needed including reconstruction of the tennis courts in Alexander Park. Surface improvements may also include resurfacing and reconstruction of parking lots at related parks including Jaycee and the Calendonia.

Project Justification

The tennis court in Alexander Park has been patched, however it requires reconstruction. Parking lots in the parks require ongoing surface improvements.

Project Uses

	2022	2023	2024	2025	2026	Total
Surface Improvements	400,000	0	125,000	0	0	525,000
Total	**400,000**	**0**	**125,000**	**0**	**0**	**525,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	400,000	0	125,000	0	0	525,000
Total	**400,000**	**0**	**125,000**	**0**	**0**	**525,000**

Project Timeline

The improvements are scheduled for 2022.

Project: Reconciliation Park

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

The purpose of this funding is to complete the site work associated with the placement of the moccasin statue within the park.

Project Justification

The initial site work was previously conducted for the anticipated place statue. The work will complete the improvements the City agreed to for the placement.

Project Uses

	2022	2023	2024	2025	2026	Total
Site Preparation for Moccasin	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Project Timeline

To be completed in 2022.

Project: Tourtellotte Park - Pickleball Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

The project will include the construction of additional pickleball facilities at Tourtellotte Park.

Project Justification

The expansion of pickleball has been discussed with other improvements to Tourtellotte Park. The improvements will not utilize Sales Tax dollars.

Project Uses

	2022	2023	2024	2025	2026	Total
Construction of Courts	475,000	0	0	0	0	475,000
Total	**475,000**	**0**	**0**	**0**	**0**	**475,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	475,000	0	0	0	0	475,000
Total	**475,000**	**0**	**0**	**0**	**0**	**475,000**

Project Timeline

To be completed in 2022.

Project: Trail Creek Park Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Install a family restroom facility within the park and bring electrical power to the shelter.

Project Justification

The neighborhood is rich with in-home child care providers. Many of these providers take the children to the park on a daily basis which creates a very busy environment. While at the park, the only restroom facility is a portable restroom which prevents the child care provider from supervising the other children while supporting younger children in their toileting needs. This park also serves as a trail head for the neighborhood to access the Sakatah Trail. There is currently no power at the shelter which limits neighborhood usage.

Engagement Strategy

Staff will work with Public Engagement to provide information to the residents about the proposed improvements.

Project Uses

	2022	2023	2024	2025	2026	Total
Construction of the restroom building	170,000	0	0	0	0	170,000
Power to the Shelter	10,000	0	0	0	0	10,000
Total	**180,000**	**0**	**0**	**0**	**0**	**180,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	180,000	0	0	0	0	180,000
Total	**180,000**	**0**	**0**	**0**	**0**	**180,000**

Project Timeline

To be completed in 2021.

Project: Erlandson Park Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

A new playground unit, and related curbing and drainage, will be installed. The play equipment will be designed to meet CPSC requirements for safe play equipment and will provide opportunities for play in accordance with ADA requirements.

Project Justification

The playground equipment is life cycled out. It is also difficult to find replacement parts for this unit. Due to its age and condition, the unit is scheduled for replacement.

Engagement Strategy

Staff will work with Public Engagement staff on utilization of social media site and schedule a neighborhood meeting to gather feedback related to the park improvements.

Project Uses

	2022	2023	2024	2025	2026	Total
Upgrades to playground and other park amentities	0	210,000	0	0	0	210,000
Total	**0**	**210,000**	**0**	**0**	**0**	**210,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	210,000	0	0	0	210,000
Total	**0**	**210,000**	**0**	**0**	**0**	**210,000**

Project Timeline

To be completed in 2023 or beyond.

Project: Kearney Pond Park Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

With the recent development of the areas around Kearney Pond, a park in the area is desired.

Project Justification

The areas adjacent to the pond/park have been, or are in the process, of being development and thus a park in necessary to serve the residents of the newly developed areas.

Project Uses

	2022	2023	2024	2025	2026	Total
Park improvements	0	350,000	0	0	0	350,000
Total	**0**	**350,000**	**0**	**0**	**0**	**350,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Charter bonds	0	340,000	0	0	0	340,000
Park Development Fee	0	10,000	0	0	0	10,000
Total	**0**	**350,000**	**0**	**0**	**0**	**350,000**

Project Timeline

The park improvements are proposed for 2023.

Project: Lions Park Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Remove the existing shelter and install two new shelters with electrical power within the park. One shelter is to be placed on the West side of the park, near the playground, while the other is proposed to be placed on the East side, near the armory.

Project Justification

The existing shelter is quite small and does not receive much usage. It is also located very close to the shore which creates a break in the water quality buffer strip and is an access point for geese to walk up onto the shore. The geese have been identified as a public nuisance due to all of the feces they leave behind. The new shelter will be relocated closer to the playground and have power. The East side of the park does not currently offer any gathering space. A shelter with power will provide an opportunity for the public to relax in a quiet space and have a gathering without the hustle and bustle of the playground nearby.

Project Uses

	2022	2023	2024	2025	2026	Total
Shelter Construction and utilities	0	125,000	0	0	0	125,000
Total	**0**	**125,000**	**0**	**0**	**0**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	125,000	0	0	0	125,000
Total	**0**	**125,000**	**0**	**0**	**0**	**125,000**

Project Timeline

To be completed in 2023.

Project: Non-Facility Maintenance Upgrades

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2025

Project Description

As per the Facilities Park Buildings Review Summary, projects are required to provide maintenance throughout the park system.

Project Justification

As per the Facilities Park Buildings Review Summary, projects are required to provide maintenance throughout the park system.

Project Uses

	2022	2023	2024	2025	2026	Total
Park maintenance per Facilities Park Buildings Plan	0	50,000	50,000	50,000	0	150,000
Total	**0**	**50,000**	**50,000**	**50,000**	**0**	**150,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	50,000	50,000	50,000	0	150,000
Total	**0**	**50,000**	**50,000**	**50,000**	**0**	**150,000**

Project Timeline

The anticipated improvements are 2023-2025.

Project: Ramussen Floating Trail

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

The floating trail in Rasmussen Wood required rebuilding.

Project Justification

Maintenance and improvements are needed to the Rasmussen Woods floating trail due to flooding.

Project Uses

	2022	2023	2024	2025	2026	Total
Rasmussen Floating Trail	0	375,000	0	0	0	375,000
Total	**0**	**375,000**	**0**	**0**	**0**	**375,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	187,500	0	0	0	187,500
Sales Tax	0	187,500	0	0	0	187,500
Total	**0**	**375,000**	**0**	**0**	**0**	**375,000**

Project Timeline

Planned improvements in 2023.

Project: Shelter Improvements

Department: PARKS CAPITAL REPLACEMENT FUND

Project Years: 2023 - 2026

Project Description

This funding is to provide maintenance and replacement of park shelters throughout the City of Mankato.

Project Justification

Park shelters need regular repair, maintenance, and periodic replacement.

Project Uses

	2022	2023	2024	2025	2026	Total
Shelter upgrades/replacemet	0	50,000	50,000	50,000	50,000	200,000
Total	**0**	**50,000**	**50,000**	**50,000**	**50,000**	**200,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	50,000	50,000	50,000	50,000	200,000
Total	**0**	**50,000**	**50,000**	**50,000**	**50,000**	**200,000**

Project Timeline

The program will begin on 2023 and continue through 2026.



PUBLIC WORKS BUILDING REPLACEMENT FUND

Cash Flow

Public Works Center	2022	2023	2024	2025	2026	
Projected Fund Balance	$1,615,435	$2,040,435	$2,185,435	$2,260,435	$2,460,435	
Transfer-In PWC	$900,000	$550,000	$550,000	$550,000	$550,000	
Available Funds	$2,515,435	$2,590,435	$2,735,435	$2,810,435	$3,010,435	

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Public Works Center - Asbestos Abatement	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	**$ (125,000.00)**	
Parks Restroom Maintenance	$ (50,000.00)	$ (35,000.00)	$ (25,000.00)	$ (25,000.00)	$ (25,000.00)	**$ (160,000.00)**	
Public Works Center - Electrical Panel Upgrade		$ (50,000.00)	$ (50,000.00)	$ (50,000.00)	$ (50,000.00)	**$ (200,000.00)**	
Public Works Center - Central Garage Wash Bay Upgrades	$ (30,000.00)					**$ (30,000.00)**	
Public Works Center - Air Compressor Replacement	$ (20,000.00)					**$ (20,000.00)**	
Public Works Center - Sign Shop Expansion/Wood Shop Remodel			$ (75,000.00)			**$ (75,000.00)**	
Public Works Center - Welding Bay Tool Replacement				$ (15,000.00)		**$ (15,000.00)**	
Public Works Center - Additional Oil Heater Storage Tank				$ (15,000.00)		**$ (15,000.00)**	
117 Rogers Street - Window Replacement	$ (20,000.00)					**$ (20,000.00)**	
Caledonia Community Center - Interior Remodel				$ (100,000.00)		**$ (100,000.00)**	
Floyd Roberts Pavilion - Full Remodel and deck replacement			$ (300,000.00)			**$ (300,000.00)**	
Sibley Park - Parks Storage Building Residing & Repairs		$ (175,000.00)				**$ (175,000.00)**	
Sibley Park - Parks lot paving and drainage improvements						**$ -**	$ (125,000.00)
Public Works Center - Exterior Siding Replacement				$ (120,000.00)		**$ (120,000.00)**	
Sibley Park - Leas Schwickert Bandshell Repairs	$ (50,000.00)					**$ (50,000.00)**	
Land of Memories Park - Campground Office Replacement		$ (35,000.00)				**$ (35,000.00)**	
Public Works Center - Eastern Fence Replacmenet		$ (85,000.00)				**$ (85,000.00)**	
Public Works Center - Parks Cold Storage Roof Replacement	$ (155,000.00)					**$ (155,000.00)**	
Public Works Center - Streets Cold Storage Roof Replacement						**$ -**	$ (175,000.00)
Public Works Center - Skylight Installation						**$ -**	$ (50,000.00)
Public Works Center - Exterior Door Replacement	$ (60,000.00)					**$ (60,000.00)**	
Public Works Center - Fuel Island Relocation - 50% Share						**$ -**	$ (450,000.00)
Public Works Center - Scissor Lift Replacement	$ (65,000.00)					**$ (65,000.00)**	
Public Works Center - 1st Floor Remodel of Administration Building						**$ -**	$ (1,200,000.00)
Total	**$ (475,000.00)**	**$ (405,000.00)**	**$ (475,000.00)**	**$ (350,000.00)**	**$ (100,000.00)**	$ (1,805,000.00)	$ (2,000,000.00)
Fund Balance	$ 2,040,435.00	$ 2,185,435.00	$ 2,260,435.00	$ 2,460,435.00	$ 2,910,435.00		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
117 Rogers Street - Window Replacement	2022	20,000
Parks Restroom Maintenance	2022	50,000
Public Works Center - Air Compressor Replacement - 50% Public Works share	2022	20,000
Public Works Center - Asbestos Abatement	2022	25,000
Public Works Center - Central Garage Wash Bay Upgrades	2022	30,000
Public Works Center - Exterior Door Replacement	2022	60,000
Public Works Center - Parks Cold Storage Roof Replacement	2022	155,000
Public Works Center - Scissor Lift Replacement	2022	65,000
Sibley Park - Leas Schwickert Bandshell Repairs	2022	50,000
Subtotal		**475,000**
Total		**475,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Land of Memories Park - Campground Office Replacement	2023	35,000
Parks Restroom Maintenance	2023	35,000
Public Works Center - Asbestos Abatement	2023	25,000
Public Works Center - Eastern Fence Replacmenet	2023	85,000
Public Works Center - Electrical Panel Upgrade	2023	50,000
Sibley Park - Parks Storage Building Residing & Repairs	2023	175,000
Subtotal		**405,000**
Total		**405,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Caledonia Community Center - Interior Remodel	2024	100,000
Floyd Roberts Pavilion Repairs	2024	300,000
Parks Restroom Maintenance	2024	25,000
Public Works Center - Asbestos Abatement	2024	25,000
Public Works Center - Electrical Panel Upgrade	2024	50,000
Public Works Center - Exterior Siding Replacement	2024	120,000
Public Works Center - Sign Shop Expansion/Wood Shop Remodel	2024	75,000
Subtotal		**695,000**
Total		**695,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Parks Restroom Maintenance	2025	25,000
Public Works Center - Additional Oil Heater Storage Tank	2025	15,000
Public Works Center - Asbestos Abatement	2025	25,000
Public Works Center - Electrical Panel Upgrade	2025	50,000
Public Works Center - Welding Bay Tool Replacement	2025	15,000
Subtotal		**130,000**
Total		**130,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Parks Restroom Maintenance	2026	25,000
Public Works Center - Asbestos Abatement	2026	25,000
Public Works Center - Electrical Panel Upgrade	2026	50,000
Public Works Center - Material Storage Structure	2026	700,000
Subtotal		**800,000**
Total		**800,000**

Project: 117 Rogers Street - Window Replacement

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Window replacement at 117 Rogers Street - DNR building

Project Justification

The windows are beginning to fail and are at the end of their serviceable life. Replacement is warranted at this time due to rising maintenance costs and a necessity to keep the facility in good repair for our tenant.

Project Uses

	2022	2023	2024	2025	2026	Total
Window Replacement	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

Installation would occur in the spring of 2022.

Project: Parks Restroom Maintenance

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2026

Project Description

Parks Restroom Maintenance

Project Justification

Heavy maintenance of the Parks restrooms. These assets are heavily utilized during the summer months and heavy maintenance activities need to be performed from time to time to keep them in good working order.

Project Uses

	2022	2023	2024	2025	2026	Total
Parks Restroom Maintenance	50,000	35,000	25,000	25,000	25,000	160,000
Total	**50,000**	**35,000**	**25,000**	**25,000**	**25,000**	**160,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	50,000	35,000	25,000	25,000	25,000	160,000
Total	**50,000**	**35,000**	**25,000**	**25,000**	**25,000**	**160,000**

Project Timeline

Restroom maintenance improvements are planned from 2021 - 2026.

Project: Public Works Center - Air Compressor Replacement - 50% Public Works share

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

PWC Air Compressor Replacement - Public Works share

Project Justification

The large air compressor at the Public Works Center was installed when city staff moved into the former MNDOT facility in 2011. When the transit facility was constructed, the air system was piped to the Transit maintenance bay. However, the unit was improperly sized for this and a used air compressor from the former Public Works shop was installed as an interim solution. A central air supply is the most economical and practical system due to the reduction of redundant maintenance activities and the ability to share an air drying system. A larger sized unit will be purchased with a 50/50 cost share between Transit and Public Works with the existing unit kept in place as a backup.

Project Uses

	2022	2023	2024	2025	2026	Total
PWC Air Compressor	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline

Purchase and installation of unit in Spring 2022

Project: Public Works Center - Asbestos Abatement

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2026

Project Description

Multi-year project to continue the abatement of asbestos throughout the facility.

Project Justification

The original MNDOT portions of the building still contain asbestos wrapping on some of the mechanical systems that should be removed. This project would also remove the old mechanical units that were serviced by the piping.

Project Uses

	2022	2023	2024	2025	2026	Total
Asbestos Abatement	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	25,000	25,000	25,000	25,000	25,000	125,000
Total	**25,000**	**25,000**	**25,000**	**25,000**	**25,000**	**125,000**

Project Timeline

Work will be undertaken each year as service area schedules allow.

Project: Public Works Center - Central Garage Wash Bay Upgrades

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Wash Bay upgrades to the Central Garage bay at the Public Works Center

Project Justification

The current wash bay inside the Central Garage is antiquated and in need of upgrades. The current pressure washer was left by MNDOT and the ventilation needs to be replaced due to age and deteriorated conditions. Maintenance costs exceed replacement costs and a replacement and rework to improve efficiency is warranted at this time.

Project Uses

	2022	2023	2024	2025	2026	Total
Central Garage Wash Bay	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	30,000	0	0	0	0	30,000
Total	**30,000**	**0**	**0**	**0**	**0**	**30,000**

Project Timeline

Work will be done after the spring 2022 startup of the mowing equipment.

Project: Public Works Center - Exterior Door Replacement

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Remove and replace aging overhead and service doors at the Public Works Center.

Project Justification

Many of the overhead and service entry doors have been in place since the building was owned by MnDOT. Some of the doors are starting to rust, warp, and not work properly. This project will replace the remaining original overhead and service entrance doors throughout the facility.

Project Uses

	2022	2023	2024	2025	2026	Total
Replace remaining overhead and service doors	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Project Timeline

Doors will be identified for replacement in the spring of 2022. Work will take place in the summer of 2022.

Project: Public Works Center - Parks Cold Storage Roof Replacement

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Replacement of the roof on the Parks cold storage building at the Public Works Center

Project Justification

The existing metal roof was nailed down and the wind has since worked most of the nails loose creating multiple active leaks. The roof will be replaced with a metal roof and attached with screws.

Project Uses

	2022	2023	2024	2025	2026	Total
Parks storage building roof	155,000	0	0	0	0	155,000
Total	**155,000**	**0**	**0**	**0**	**0**	**155,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	155,000	0	0	0	0	155,000
Total	**155,000**	**0**	**0**	**0**	**0**	**155,000**

Project Timeline

Construction: Spring 2022

Project: Public Works Center - Scissor Lift Replacement

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Replacement of the PWC scissor lift

Project Justification

Replacement of the current scissor lift is necessary due to the age of the unit. A larger unit will be purchased with an increased weight capacity, larger platform, and rough terrain capabilities to allow for more versatility.

Project Uses

	2022	2023	2024	2025	2026	Total
Scissor Lift	65,000	0	0	0	0	65,000
Total	**65,000**	**0**	**0**	**0**	**0**	**65,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	65,000	0	0	0	0	65,000
Total	**65,000**	**0**	**0**	**0**	**0**	**65,000**

Project Timeline

Purchase in spring 2022

Project: Sibley Park - Leas Schwickert Bandshell Repairs

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Exterior repairs to the Leas Schiwickert Arts Pavilion at Sibley Park

Project Justification

The shared wall between the bandshell structure and the restroom portion of the building is seeing excessive moisture infiltration causing extensive damage to the structure of the building. Repairs will be made to seal the building and prevent and future water intrusion.

Project Uses

	2022	2023	2024	2025	2026	Total
Pavilion Repairs	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	50,000	0	0	0	0	50,000
Total	**50,000**	**0**	**0**	**0**	**0**	**50,000**

Project Timeline

Construction: Spring 2022

Project: Land of Memories Park - Campground Office Replacement

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description
Replacement of the office structure at Land of Memories Campground

Project Justification
The current shed structure used as the campground office is past is life expectancy. With the recurring floods, staff recommends replacing it with another mobile shed that can be easily and cost effectively replaced.

Project Uses

	2022	2023	2024	2025	2026	Total
Campground office	0	35,000	0	0	0	35,000
Total	**0**	**35,000**	**0**	**0**	**0**	**35,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	0	35,000	0	0	0	35,000
Total	**0**	**35,000**	**0**	**0**	**0**	**35,000**

Project Timeline
Shed purchase will take place in Spring 2023 in anticipation of the campground opening around May 1st.

Project: Public Works Center - Eastern Fence Replacmenet

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Replacement of the eastern fence line at the Public Works Center

Project Justification

The existing 6' chain link fence has become overgrown with vegetation. The current vegetation will be cleared and the fence will be replaced with an 8' high privacy chain link fence to increase security of the facility as well as cut down on light pollution into the neighboring property.

Project Uses

	2022	2023	2024	2025	2026	Total
Fence replacement	0	85,000	0	0	0	85,000
Total	**0**	**85,000**	**0**	**0**	**0**	**85,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	0	85,000	0	0	0	85,000
Total	**0**	**85,000**	**0**	**0**	**0**	**85,000**

Project Timeline

Construction: Summer 2023

Project: Public Works Center - Electrical Panel Upgrade

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2023 - 2026

Project Description

Multi-year replacement of the electrical system components at the Public Works Center

Project Justification

The electrical panels and system at the Public Works Center are largely remnants of the original construction nearly 50 years ago. The equipment is aging and parts have been extremely hard to find. This will be a multi-year phased approach to update the entire building's electrical system.

Project Uses

	2022	2023	2024	2025	2026	Total
Electrical Panel Upgrades	0	50,000	50,000	50,000	50,000	200,000
Total	**0**	**50,000**	**50,000**	**50,000**	**50,000**	**200,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	0	50,000	50,000	50,000	50,000	200,000
Total	**0**	**50,000**	**50,000**	**50,000**	**50,000**	**200,000**

Project Timeline

Work will be performed annually during summer months to reduce the impact on Public Works Operations and Central Garage staff.

Project: Sibley Park - Parks Storage Building Residing & Repairs

Department: PUBLIC WORKS BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Sibley Park - Parks Storage Building Residing and Repairs

Project Justification

The exterior envelope of this building is starting to see excessive wear from age and deferred maintenance. The building needs to have a new roof and side wall metal panels installed along with new service and overhead doors.

Project Uses

	2022	2023	2024	2025	2026	Total
Sibley Park - Parks Storage Building Residing & Repairs	0	175,000	0	0	0	175,000
Total	**0**	**175,000**	**0**	**0**	**0**	**175,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Public Works Building	0	175,000	0	0	0	175,000
Total	**0**	**175,000**	**0**	**0**	**0**	**175,000**

Project Timeline

Construction: Spring 2023

City of Mankato

Leading the way...

PUBLIC SAFETY BUILDING REPLACEMENT FUND

Cash Flow

Public Safety Center						
Fund Balance	$1,094,651	$1,249,156	$1,358,661	$1,833,166	$2,332,671	
Transfer-In PSC	$525,000	$525,000	$525,000	$525,000	$525,000	
116 State Street Rent (gold cross)	$34,505	$34,505	$34,505	$34,505	$34,505	
Available Funds	$1,654,156	$1,808,661	$1,918,166	$2,392,671	$2,892,176	

Project Name	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**	Illustrative
Fire Station 2 - LED Light Upgrade	$ (20,000.00)					**$ (20,000.00)**	
Public Safety Center - Fire Apparatus Bay Door Replacement		$ (200,000.00)				**$ (200,000.00)**	
Public Safety Center - Boiler Replacement	$ (160,000.00)					**$ (160,000.00)**	
Public Safety Center - Soft Water for Apparatus Bay Washing	$ (25,000.00)					**$ (25,000.00)**	
Public Safety Center - Domestic Water Heater Replacement			$ (85,000.00)			**$ (85,000.00)**	
Fire Station 3 - Paint Apparatus Bay Interior		$ (60,000.00)				**$ (60,000.00)**	
Fire Station 3 - HVAC & Mechanical Replacement	$ (125,000.00)					**$ (125,000.00)**	
Public Safety Center - Patrol Office Furniture Replacement	$ (15,000.00)					**$ (15,000.00)**	
Fire Station #3 - Landscaping replacement	$ (25,000.00)					**$ (25,000.00)**	
Public Safety Center - Apparatus Bay apron concrete replacement		$ (25,000.00)				**$ (25,000.00)**	
Public Safety Center - Replace concrete stairs		$ (15,000.00)				**$ (15,000.00)**	
Fire Station #2 - Roof Access Addition		$ (50,000.00)				**$ (50,000.00)**	
Fire Station #2 - Existing Townhomes patios and landscaping	$ (35,000.00)					**$ (35,000.00)**	
Fire Station #2 - Fire Townhomes Phase 2						**$ -**	$ (475,000.00)
Public Safety Center - Parking Lot Reconstruction		$ (100,000.00)				**$ (100,000.00)**	
Public Safety Parking Lot Sealcoating - PSC, Fire #2, Fire #3				$ (60,000.00)		**$ (60,000.00)**	
Total	$ (405,000.00)	$ (450,000.00)	$ (85,000.00)	$ (60,000.00)	$ -	**$ (1,000,000.00)**	
Fund Balance	$ 1,249,156.00	$ 1,358,661.00	$ 1,833,166.00	$ 2,332,671.00	$ 2,892,176.00		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Fire Station #2 - Existing Townhomes patios and landscaping	2022	35,000
Fire Station #3 - Landscaping replacement	2022	25,000
Fire Station 2 - LED Light Upgrade	2022	20,000
Fire Station 3 - HVAC Replacement	2022	125,000
Public Safety Center - Boiler Replacement	2022	160,000
Public Safety Center - Patrol Office Furniture Replacement	2022	15,000
Public Safety Center - Soft Water for Apparatus Bay Washing	2022	25,000
Subtotal		**405,000**
Total		**405,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Fire Station #2 - Roof Access Addition	2023	50,000
Fire Station 3 - Paint Apparatus Bay Interior	2023	60,000
Fire Townhomes #2	2023	560,000
Public Safety Center - Apparatus Bay apron concrete replacement	2023	25,000
Public Safety Center - Fire Apparatus Bay Door Refurbishment	2023	200,000
Public Safety Center - Parking Lot Reconstruction	2023	100,000
Public Safety Center - Replace concrete stairs	2023	15,000
Subtotal		**1,010,000**
Total		**1,010,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Public Safety Center - Domestic Water Heater Replacement	2024	85,000
Subtotal		**85,000**
Total		**85,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Public Safety Parking Lot Sealcoating - PSC, Fire #2, Fire #3	2025	60,000
Subtotal		**60,000**
Total		**60,000**

Project: Fire Station #2 - Existing Townhomes patios and landscaping

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Installation of landscaping and patios to the existing Fire Station #2 townhomes

Project Justification

Due to the grading on the site, surface water is being directed at the foundations of the rear of the townhomes. To correct this, concrete pads will be poured along the back of the townhomes to create positive drainage away from the building and creating patios for the residents. Landscaping will be added to improve the general appearance of this area and help filter the runoff.

Project Uses

	2022	2023	2024	2025	2026	Total
Fire 2 Patios & Landscaping	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	35,000	0	0	0	0	35,000
Total	**35,000**	**0**	**0**	**0**	**0**	**35,000**

Project Timeline

Installation will occur in spring 2022.

Project: Fire Station #3 - Landscaping replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Fire Station #3 - replacement of existing landscaping

Project Justification

The landscaping is starting to show its age and is in need of replacement. Due to the added mulch each year, it has also reached an elevation which is affecting the weep drains on the brick exterior of the structure. The landscape beds will need to be lowered and curbing installed around the building to assist with weed migration into the lawn.

Project Uses

	2022	2023	2024	2025	2026	Total
Fire 3 Landscaping	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Project Timeline

Installation: Spring 2022

Project: Fire Station 2 - LED Light Upgrade

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description
Fire Station 2 - LED Light Upgrade

Project Justification
Fire Station 2 - LED Light Upgrade

Project Uses

	2022	2023	2024	2025	2026	Total
Fire Station 2 - LED Light Upgrade	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	20,000	0	0	0	0	20,000
Total	**20,000**	**0**	**0**	**0**	**0**	**20,000**

Project Timeline
The project is scheduled for completion in 2022.

Project: Fire Station 3 - HVAC Replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Replacement of the existing HVAC equipment at Fire 3.

Project Justification

Replacement of the existing HVAC system at Fire 3 which is nearing the end of is life expectancy.

Project Uses

	2022	2023	2024	2025	2026	Total
HVAC Replacement	125,000	0	0	0	0	125,000
Total	**125,000**	**0**	**0**	**0**	**0**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	125,000	0	0	0	0	125,000
Total	**125,000**	**0**	**0**	**0**	**0**	**125,000**

Project Timeline

Bids will be solicited in the winter of 2022.

Installation will occur in the spring of 2022 during reduced demand.

Project: Public Safety Center - Boiler Replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description
Public Safety Center - Boiler Replacement

Project Justification
Public Safety Center - Boiler Replacement

Project Uses

	2022	2023	2024	2025	2026	Total
Public Safety Center - Boiler Replacement	160,000	0	0	0	0	160,000
Total	**160,000**	**0**	**0**	**0**	**0**	**160,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	160,000	0	0	0	0	160,000
Total	**160,000**	**0**	**0**	**0**	**0**	**160,000**

Project Timeline
The work is scheduled for 2022.

Project: Public Safety Center - Patrol Office Furniture Replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Replace Patrol area cubicle panels in the Public Safety Center

Project Justification

The cubicles in the Patrol area of the Public Safety Center are original to the remodeled facility from 2012. Due to the 24/7 nature of the operation, this furniture sees excessive use and wear and is warranted for replacement.

Project Uses

	2022	2023	2024	2025	2026	Total
PSC Patrol office furniture	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	15,000	0	0	0	0	15,000
Total	**15,000**	**0**	**0**	**0**	**0**	**15,000**

Project Timeline

Furniture would be ordered in Jan 2022 with installation following delivery in spring 2022.

Project: Public Safety Center - Soft Water for Apparatus Bay Washing

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2022 - 2022

Project Description

Installation of a water softener for fire apparatus washing at the Public Safety Center

Project Justification

The existing water system used for washing the fire apparatus is not adequate for the amount of washing, especially during the winter months. Trucks are washed consistently to extend the useful life the equipment and having a soft water connection will allow fire staff to maintain the equipment at a higher standard.

Project Uses

	2022	2023	2024	2025	2026	Total
PSC Water Softener	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	25,000	0	0	0	0	25,000
Total	**25,000**	**0**	**0**	**0**	**0**	**25,000**

Project Timeline

Installation would occur in spring of 2022

Project: Fire Station #2 - Roof Access Addition

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Installation of a roof access hatch in Fire Station #2.

Project Justification

Current access to mechanical equipment on the roof of the building is achieved using an extension ladder. This has become a safety issue during the winter months due to the snow/ice and wind exposure of the location. A roof hatch and ships ladder will be installed in the mezzanine of the Apparatus bay and a roof transition ladder will be installed between the two roof levels to provide safe access for staff and contractors to work on the equipment.

Project Uses

	2022	2023	2024	2025	2026	Total
Roof access	0	50,000	0	0	0	50,000
Total	**0**	**50,000**	**0**	**0**	**0**	**50,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	50,000	0	0	0	50,000
Total	**0**	**50,000**	**0**	**0**	**0**	**50,000**

Project Timeline

Installation will occur in the spring of 2023

Project: Fire Station 3 - Paint Apparatus Bay Interior

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description
Interior painting of the apparatus bays at Fire Station 3.

Project Justification
Repainting of the interior of the Apparatus Bay to improve the interior cleanliness and improve the aesthetic looks of the facility.

Project Uses

	2022	2023	2024	2025	2026	Total
Paint App Bay Interior	0	60,000	0	0	0	60,000
Total	**0**	**60,000**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	60,000	0	0	0	60,000
Total	**0**	**60,000**	**0**	**0**	**0**	**60,000**

Project Timeline
Painting to take place in summer of 2023.

Project: Fire Townhomes #2

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2024

Project Description

Construct a building of three 2-bedroom townhomes like the existing set of townhomes to house three Paid-On-Call firefighters to staff the fire station.

Project Justification

The original plan for the fire station was to construct six townhomes on the fire station property. So far, three have been built and have been successfully used to staff the station. However, the current configuration allows for one firefighter to staff each night. After construction of three more townhomes, there would be two firefighters to staff each night. Additionally, there would be six firefighters living at the station who would be available of off-duty pages and to help maintain the facility and equipment.

Project Uses

	2022	2023	2024	2025	2026	Total
Fire townhomes	0	560,000	0	0	0	560,000
Total	**0**	**560,000**	**0**	**0**	**0**	**560,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	560,000	0	0	0	560,000
Total	**0**	**560,000**	**0**	**0**	**0**	**560,000**

Project Timeline

Bid process in 2022, award bid in 2022, construct building in 2023.

Project: Public Safety Center - Apparatus Bay apron concrete replacement

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description
Replacement of concrete panels in the Public Safety Center Fire Apparatus apron

Project Justification
Several of the concrete panels in the fire apparatus apron have cracked and failed. Replacement is warranted to prevent any future deterioration of adjacent panels or displacement causing a tripping hazard.

Project Uses

	2022	2023	2024	2025	2026	Total
PSC Fire App Apron Concrete	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	25,000	0	0	0	25,000
Total	**0**	**25,000**	**0**	**0**	**0**	**25,000**

Project Timeline
Replacement will be planned to coincide with the door replacement to reduce interruptions to the fire apparatus response.

Spring 2023

Project: Public Safety Center - Fire Apparatus Bay Door Refurbishment

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Replacement of the Fire Apparatus Bay doors at the Public Safety Center.

Project Justification

The Fire Apparatus Bay doors have seen accelerated deterioration since their installation in 2012. The southern facing doors have faded to the point of finish failure. The windows are leaking during heavy rain events and the interiors are beginning to rust. This would include replacement of all eleven (11) doors.

Project Uses

	2022	2023	2024	2025	2026	Total
New Fire App Bay doors	0	200,000	0	0	0	200,000
Total	**0**	**200,000**	**0**	**0**	**0**	**200,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	200,000	0	0	0	200,000
Total	**0**	**200,000**	**0**	**0**	**0**	**200,000**

Project Timeline

Replacement will take place in spring of 2023 when temperatures allow.

Project: Public Safety Center - Parking Lot Reconstruction

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description
Public Safety Center - Parking Lot Reconstruction

Project Justification
Public Safety Center - Parking Lot Reconstruction

Project Uses

	2022	2023	2024	2025	2026	Total
Public Safety Center - Parking Lot Reconstruction	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	100,000	0	0	0	100,000
Total	**0**	**100,000**	**0**	**0**	**0**	**100,000**

Project Timeline
This project is scheduled for 2023.

Project: Public Safety Center - Replace concrete stairs

Department: PUBLIC SAFETY BUILDING REPLACEMENT FUND

Project Years: 2023 - 2023

Project Description

Replacement of the concrete stairs leading from the PSC Ramp area to the Fire Apparatus apron

Project Justification

After numerous attempts to repair the broken concrete stairs, replacement is warranted. Due to the location of the failure, the concrete patches are not holding through the winter. This is a safety hazard that has been identified in annual walkthroughs of the facility.

Project Uses

	2022	2023	2024	2025	2026	Total
PSC Fire Concrete Stairs	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Capital Replacement Fund	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Project Timeline

Replacement will coincide with the concrete apron replacement to reduce contractor mobilization costs.



Sales Tax CIP

SALES TAX - AIRPORT

Cash Flow

Airport Capital Improvement Fund	2022	2023	2024	2025	2026	
Projected Fund Balance	$400,000	$158,199	$407,949	$536,609	$353,592	
Transfer-In Airport	$400,000	$408,000	$416,160	$424,483	$432,973	
Available Funds	$ 800,000	$ 566,199	$ 824,109	$ 961,092	$ 786,565	
Project Title	**2022**	**2023**	**2024**	**2025**	**2026**	**Total**
Supplemental Windsock	(468)					**($468)**
Runway 4/22 Pavement Maintenance	(8,333)					**($8,333)**
Expand General Aviation Apron, Restripe Main Apron	(90,000)					**($90,000)**
GA Apron Expansion Design	(10,000)					**($10,000)**
Control Tower EA and Site Selection	(25,000)					**($25,000)**
GA Pavement Maintenance	(90,000)					**($90,000)**
Fuel Facility Replacement: Phase 3-Mechanical Installation	(300,000)					**($300,000)**
Fuel Facility Replacement: Phase 4-Remove existing facility	(18,000)					**($18,000)**
Overhead Door Maintenance	(50,000)	(31,000)	(44,500)	(50,000)	(50,000)	**($225,500)**
Airport Maintenance Vehicle with Plow	(22,500)					**($22,500)**
Terminal Fence Gate Replacement	(17,500)					**($17,500)**
Scissors Lift Replacement	(10,000)					**($10,000)**
Triggering Event Master Plan Update		(8,250)				**($8,250)**
ATCT Site Preperation		(50,000)				**($50,000)**
Airport Tractor/Mower		(37,500)				**($37,500)**
Flail Mower Attachment		(16,500)				**($16,500)**
Airshow hanger overhead door installation		(15,000)				**($15,000)**
Runway 15/33 Concrete Crack Repair			(7,500)			**($7,500)**
Construct Wildlife Fencing and Perimeter Road			(150,000)			**($150,000)**
Design ATCT			(30,000)			**($30,000)**
Snowblower - Runway/Taxiway/Apron			(55,500)			**($55,500)**
Runway 4/22 Shift: Environmental Assessment				(7,500)		**($7,500)**
ATCT Building Construction				(500,000)		**($500,000)**
Heater & Exhuast Fan Replacement				(50,000)	(50,000)	**($100,000)**
Land Acquisition - Runway 33 RPZ (Parcel 3C = 2.1 ac)					(3,750)	**($3,750)**
Land Acquisition - Runway 15 RPZ (Parcel 22A = 2.7 ac)					(3,750)	**($3,750)**
Land Acquisition - Runway 22 Approach (Parcel 15C - 6.6 ac)					(6,250)	**($6,250)**
Runway 04/22 Shift / Temporary Extension (400') Design					(15,000)	**($15,000)**
Total	**($641,801)**	**($158,250)**	**($287,500)**	**($607,500)**	**($128,750)**	**($1,823,801)**
Fund Balance	$158,199	$407,949	$536,609	$353,592	$657,815	

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Acquire Airport Maintenance Vehicle with Plow	2022	75,000
Airport Fuel Facility Relocation	2022	1,000,000
Construct FAA Control Tower	2022	250,000
Expand General Aviation Apron	2022	2,000,000
General Aviation Apron Pavement Maintenance	2022	300,000
Mankato Regional Airport - Overhead Door Maintenance	2022	50,000
Mankato Regional Airport - Scissor Lift Replacement	2022	10,000
Mankato Regional Airport - Terminal Fence Gate Replacement	2022	17,500
Remove Inplace Fuel Facility	2022	60,000
Runway 04/22 Pavement Maintenance	2022	166,666
Supplemental Windsock	2022	9,350
Subtotal		**3,938,516**
Total		**3,938,516**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Acquire Airport Tractor/Mower	2023	125,000
Acquire Flail Mower Attachment	2023	55,000
Construct FAA Control Tower	2023	500,000
Mankato Regional Airport - Hanger Overhead Door installation	2023	15,000
Mankato Regional Airport - Overhead Door Maintenance	2023	31,000
Runway 04/22 Shift and Reconstruction	2023	165,000
Subtotal		**891,000**
Total		**891,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Acquire Airport Loader with Snowblower	2024	185,000
Construct FAA Control Tower	2024	300,000
Mankato Regional Airport - Overhead Door Maintenance	2024	44,500
Runwar 15/33 Concrete Crack Repair	2024	150,000
Subtotal		**679,500**
Total		**679,500**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Construct FAA Control Tower	2025	5,000,000
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2025	50,000
Mankato Regional Airport - Overhead Door Maintenance	2025	50,000
Runway 04/22 Shift and Reconstruction	2025	150,000
Subtotal		**5,250,000**
Total		**5,250,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Regional Airport - Heater & Exhaust Fan Replacement	2026	50,000
Mankato Regional Airport - Overhead Door Maintenance	2026	50,000
Runway 04/22 Shift and Reconstruction	2026	425,000
Runway Protection Zone (RPZ) Land Acquisition	2026	150,000
Subtotal		**675,000**
Total		**675,000**

Project: Acquire Airport Maintenance Vehicle with Plow

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

Purchase replacement airport maintenance vehicle (Medium Duty Pickup with Plow).

Project Justification

The current airport maintenance truck reached the end of its useful life in 2020. This vehicle is used for daily airport field inspections, building maintenance and airport street snow plowing in the winter. Current vehicle was purchased new in 2007 and has approximately 90,000 miles on it. Project is dependent on grants from the FAA and/or MnDOT.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Maintenance Vehicle	75,000	0	0	0	0	75,000
Total	**75,000**	**0**	**0**	**0**	**0**	**75,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	22,500	0	0	0	0	22,500
MnDOT	52,500	0	0	0	0	52,500
Total	**75,000**	**0**	**0**	**0**	**0**	**75,000**

Project Timeline

Spring 2022 - Request bids and purchase vehicle.

Project: Airport Fuel Facility Relocation

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

The airport fuel facility relocation began in 2020 with site improvements (earthwork) for the new facility and in 2021 concrete pavement was installed on the aircraft refueling pad as well as the tank pad and access road. This third phase will involve constructing and installing the mechanical/electrical components of the project to include the new tanks. Design work for this project was completed in previous phases of the project.

Project Justification

The currently fuel tanks were installed in 1992 and have a 30 year replacement date (the tanks are monitored for leakage and are not leaking, but still must be replaced). The airport uses over 500,000 gallons of fuel per year to service aircraft and without fuel these aircraft would not be allowed to fly from Mankato, decreasing airport operations and revenue.

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
- Direct mail to area residents living near project
- Focus groups
- Pop-up events
- Informational materials (print and electronic)
- Online newsletter
- News release and email notification asking for input
- Utility insert
- Online engagement tools
- Surveys (online)
- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house

- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Construction	1,000,000	0	0	0	0	1,000,000
Total	**1,000,000**	**0**	**0**	**0**	**0**	**1,000,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	300,000	0	0	0	0	300,000
MnDOT	700,000	0	0	0	0	700,000
Total	**1,000,000**	**0**	**0**	**0**	**0**	**1,000,000**

Project Timeline

2022 - Construction

Project: Construct FAA Control Tower

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2025

Project Description

Design and Construct a FAA Air Traffic Control Tower.

Project Justification

Traffic levels at Mankato have risen to the point requiring a FAA air traffic control tower control tower at the airport. Controlling traffic will increase safety in the area by preventing mid-air collisions. Preliminary benefit cost analysis shows that the project is likely to be reimbursable by the FAA.

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
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- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Construction	0	0	0	5,000,000	0	5,000,000
Design	0	0	300,000	0	0	300,000
EA and Site Selection	250,000	0	0	0	0	250,000
Site Preperation	0	500,000	0	0	0	500,000
Total	**250,000**	**500,000**	**300,000**	**5,000,000**	**0**	**6,050,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	25,000	50,000	30,000	500,000	0	605,000
FAA	225,000	450,000	270,000	4,500,000	0	5,445,000
Total	**250,000**	**500,000**	**300,000**	**5,000,000**	**0**	**6,050,000**

Project Timeline

2022 - Air Traffic Control Tower Environmental Assessment and Site Selection

2023 - Air Traffic Control Tower Site Prep

2024 - Air Traffic Control Tower Design

2025 - Air Traffic Control Tower Construction

Project: Expand General Aviation Apron

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

Expand MSUM aviation apron and restripe the main apron.

Project Justification

Expansion of the Minnesota State University Mankato aviation apron to accommodate program growth and replace lost aircraft parking spaces on the main apron due to the runway visibility zone issue. The current aircraft parking area has 24 spaces. MSUM has 33 aircraft based at the Mankato Regional Airport.

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
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- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Construct Apron Expansion	1,800,000	0	0	0	0	1,800,000
Engineering	200,000	0	0	0	0	200,000
Total	**2,000,000**	**0**	**0**	**0**	**0**	**2,000,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	100,000	0	0	0	0	100,000
FAA	1,800,000	0	0	0	0	1,800,000
MnDOT	100,000	0	0	0	0	100,000
Total	**2,000,000**	**0**	**0**	**0**	**0**	**2,000,000**

Project Timeline

2022 - Design - Linked to removal of existing fuel farm and construction of new fuel farm. (This apron is proposed on the site of the existing fuel farm)

2022 - Construction

Project: General Aviation Apron Pavement Maintenance

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

General Aviation Apron Pavement Maintenance

Project Justification

An airport pavement management program maintains operational and safe pavement assets in the most cost-effective manner while minimizing the long term pavement costs. Pavement management best practices are:

- Use preventive maintenance
- Use a formal airport pavement management program
- Conduct routine pavement inspections

The MnDOT Office of Aeronautics maintains an Airport Pavement Management system for 103 paved airports in Minnesota, including the Mankato Regional Airport. The data is housed in a software package called MicroPAVER. Airports are surveyed on a three year cycle, and until the year 2007, the data was collected by Office of Aeronautics staff. In 2008, the Office of Aeronautics contracted with Applied Research Associates (ARA) to collect the annual pavement field distress data. ARA also updates the MicroPAVER database with any new pavement construction data, as well as any pavement maintenance, rehabilitation, and reconstruction data.

Data contained within MicroPAVER indicates that pavement maintenance is required on the general aviation apron to maintain a satisfactory Pavement Condition Index (PCI).

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
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- Utility insert

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- Surveys (online)
- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Construction	270,000	0	0	0	0	270,000
Design	30,000	0	0	0	0	30,000
Total	**300,000**	**0**	**0**	**0**	**0**	**300,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	90,000	0	0	0	0	90,000
MnDOT	210,000	0	0	0	0	210,000
Total	**300,000**	**0**	**0**	**0**	**0**	**300,000**

Project Timeline

2022 - Design

2022 - Perform maintenance activities

Project: Mankato Regional Airport - Overhead Door Maintenance

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2026

Project Description

Replacement of failing overhead and hanger door components and installation of additional safety devices.

Project Justification

A majority of the overhead and hanger door hardware and mechanisms date to the time of construction for each of the buildings, some dating back 40+ years. A significant number of failures have occurred in the last few years with several near accidents. A significant investment is needed to restore the doors to a safe operating condition. Additional safety features will be installed on the highest use doors.

Engagement Strategy

- City projects, including sales tax items
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Door maintenance	50,000	31,000	44,500	50,000	50,000	225,500
Total	**50,000**	**31,000**	**44,500**	**50,000**	**50,000**	**225,500**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	50,000	31,000	44,500	50,000	50,000	225,500
Total	**50,000**	**31,000**	**44,500**	**50,000**	**50,000**	**225,500**

Project Timeline

Repairs will be made each spring/summer each year

Project: Mankato Regional Airport - Scissor Lift Replacement

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

Purchase of a used scissor lift for airport building maintenance

Project Justification

A used scissor lift would be purchased for use at the Mankato Regional Airport. A previous lift had to be borrowed from other city departments and hauled to the airport each time for use. Having one on site will allow for a quicker response time when issues arise and allow for more preventative maintenance to be performed on a regular basis.

Engagement Strategy

- City projects, including sales tax items
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Purchase used scissor lift	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	10,000	0	0	0	0	10,000
Total	**10,000**	**0**	**0**	**0**	**0**	**10,000**

Project Timeline

Acquisition in January 2022

Project: Mankato Regional Airport - Terminal Fence Gate Replacement

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

Replacement of the terminal fence gate

Project Justification

The main gate adjacent to the terminal building is beyond its useful life and replacement is warranted at this time. There have been several failures in the past few years and parts are becoming harder to acquire which requires the gate to be left open or operated manually when it is down for repairs. This results in security concerns that would be addressed with a full replacement of the opening mechanism.

Engagement Strategy

- City projects, including sales tax items
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Gate replacement	17,500	0	0	0	0	17,500
Total	**17,500**	**0**	**0**	**0**	**0**	**17,500**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	17,500	0	0	0	0	17,500
Total	**17,500**	**0**	**0**	**0**	**0**	**17,500**

Project Timeline

Replacement would occur in Spring 2022.

Project: Remove Inplace Fuel Facility

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

The airport fuel facility relocation began in 2020 with site improvements (earthwork) for the new facility and in 2021 concrete pavement was installed on the aircraft refueling pad as well as the tank pad and access road. The third phase involves constructing and installing the mechanical/electrical components of the project to include the new tanks. Once this work is complete, this project will remove the existing fuel facility. Design work for this project was completed in previous phases of the project.

Project Justification

The currently fuel tanks were installed in 1992 and have a 30 year replacement date (the tanks are monitored for leakage and are not leaking, but still must be replaced). The airport uses over 500,000 gallons of fuel per year to service aircraft and without fuel these aircraft would not be allowed to fly from Mankato, decreasing airport operations and revenue.

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
- Direct mail to area residents living near project
- Focus groups
- Pop-up events
- Informational materials (print and electronic)
- Online newsletter
- News release and email notification asking for input
- Utility insert
- Online engagement tools
- Surveys (online)
- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Remove existing facility	60,000	0	0	0	0	60,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	18,000	0	0	0	0	18,000
MnDOT	42,000	0	0	0	0	42,000
Total	**60,000**	**0**	**0**	**0**	**0**	**60,000**

Project Timeline

2022 - Remove existing fuel facility

Project: Runway 04/22 Pavement Maintenance

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

Runway 04/22 Pavement Maintenance.

Project Justification

An airport pavement management program maintains operational and safe pavement assets in the most cost-effective manner while minimizing the long term pavement costs. Pavement management best practices are:

- Use preventive maintenance
- Use a formal airport pavement management program
- Conduct routine pavement inspections

The MnDOT Office of Aeronautics maintains an Airport Pavement Management system for 103 paved airports in Minnesota, including the Mankato Regional Airport. The data is housed in a software package called MicroPAVER. Airports are surveyed on a three year cycle, and until the year 2007, the data was collected by Office of Aeronautics staff. In 2008, the Office of Aeronautics contracted with Applied Research Associates (ARA) to collect the annual pavement field distress data. ARA also updates the MicroPAVER database with any new pavement construction data, as well as any pavement maintenance, rehabilitation, and reconstruction data.

Data contained within MicroPAVER indicates that pavement maintenance is required on runway 04/22 to maintain a satisfactory Pavement Condition Index (PCI).

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
- Direct mail to area residents living near project
- Focus groups
- Pop-up events
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- News release and email notification asking for input
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- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Construction	149,999	0	0	0	0	149,999
Engineering	16,667	0	0	0	0	16,667
Total	**166,666**	**0**	**0**	**0**	**0**	**166,666**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	8,333	0	0	0	0	8,333
FAA	150,000	0	0	0	0	150,000
MnDOT	8,333	0	0	0	0	8,333
Total	**166,666**	**0**	**0**	**0**	**0**	**166,666**

Project Timeline

2022 - Design

2022 - Perform maintenance activities

Project: Supplemental Windsock

Department: SALES TAX - AIRPORT

Project Years: 2022 - 2022

Project Description

Addition of a second windsock at the airport.

Project Justification

Flight training at North Star Aviation is conducted under 14 CFR § 141. §141.38 (c) states each airport must have a wind direction indicator that is visible from the end of each runway at ground level. While the wind direction indicator at Mankato meets that criteria as being visible, it is not easily discernable from the arrival end of Runway 15. The distance from the windsock to the end of Runway 15 is over a mile. At this distance, it is difficult to accurately determine the wind direction and speed. In the past 12 months there have been 10 reported incidents related to abnormal landings, four of which resulted in and aircraft exiting the runway surface. A common factor in these events is the pilot's inappropriate, or lack of wind correction. In many of these instances, abnormal landings could have been prevented if the pilot applied adequate wind corrections. Placing a second windsock near the arrival end of Runway 15 would provide more discernable wind information to all pilots, including student pilots, landing in Mankato. Having a better understanding of the wind speed and direction will help pilots apply adequate wind corrections on approach and landing, thus leading to better landings and increased safety for the students, the airport, and all visitors landing in Mankato.

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
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- Focus groups
- Pop-up events
- Informational materials (print and electronic)
- Online newsletter
- News release and email notification asking for input
- Utility insert
- Online engagement tools
- Surveys (online)
- Online city calendar

- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Construct/install windsock	9,350	0	0	0	0	9,350
Total	**9,350**	**0**	**0**	**0**	**0**	**9,350**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	468	0	0	0	0	468
FAA	8,414	0	0	0	0	8,414
MnDOT	468	0	0	0	0	468
Total	**9,350**	**0**	**0**	**0**	**0**	**9,350**

Project Timeline

2022 - Construct / install second windsock

Project: Acquire Airport Tractor/Mower

Department: SALES TAX - AIRPORT

Project Years: 2023 - 2023

Project Description

Acquire Airport tractor/mower

Project Justification

This tractor/mower would be a replacement unit for one of the current tractors at the airport. This piece of equipment is primarily used for mowing in the summer months.

Purchase dependent on receiving a MNDOT grant.

Engagement Strategy

- City projects, including sales tax items
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Acquire tractor/mower	0	125,000	0	0	0	125,000
Total	**0**	**125,000**	**0**	**0**	**0**	**125,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	0	37,500	0	0	0	37,500
MnDOT	0	87,500	0	0	0	87,500
Total	**0**	**125,000**	**0**	**0**	**0**	**125,000**

Project Timeline

Purchase/order equipment in spring 2023

Project: Acquire Flail Mower Attachment

Department: SALES TAX - AIRPORT

Project Years: 2023 - 2023

Project Description

Acquire flail mower attachment for airport tractor

Project Justification

A flail mower attachment for the airport tractor would be a new piece of equipment. The flail mower is used for cutting larger brush and vegetation that would not be able to be cut with a standard rotary mower. This would allow for more cost effective maintenance of some of the areas on the airport grounds to be maintained vs. using manpower to cut back brush. Purchase dependent on receiving a MNDOT grant.

Engagement Strategy

- City projects, including sales tax items
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Acquire flail mower attachment	0	55,000	0	0	0	55,000
Total	**0**	**55,000**	**0**	**0**	**0**	**55,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	0	16,500	0	0	0	16,500
MnDOT	0	38,500	0	0	0	38,500
Total	**0**	**55,000**	**0**	**0**	**0**	**55,000**

Project Timeline

Purchase/order equipment in spring 2023

Project: Mankato Regional Airport - Hanger Overhead Door installation

Department: SALES TAX - AIRPORT

Project Years: 2023 - 2023

Project Description

Installation of an overhead door on the existing airshow supply hanger

Project Justification

Following the conclusion of the 2019 airshow, the supplies were placed in the end of a hanger that did not have an overhead door. An access was cut into the side of the hanger to load in the supplies but due to budget constraints a door was not installed. With the upcoming airshow, a door will need to be installed to ensure access and to make the space usable for ongoing storage needs.

Engagement Strategy

- City projects, including sales tax items
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Overhead door installation	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	0	15,000	0	0	0	15,000
Total	**0**	**15,000**	**0**	**0**	**0**	**15,000**

Project Timeline

Construction in spring 2023 prior to the airshow

Project: Runway 04/22 Shift and Reconstruction

Department: SALES TAX - AIRPORT

Project Years: 2023 - 2027

Project Description

This multi-year project seeks to improve the runway visibility zone (RVZ) by shifting Runway 04/22 400-feet to the northwest, replace the Runway End Identifier Lights (REIL) Lights / Precision Approach Path Indicator (PAPI), runway lights, and reconstruct the remaining 4,000-feet of runway pavement.

Project Justification

Runway 15-33 was extended in 2007 from 5,400 feet to 6,600 feet. However, with the extension, the line of sight points associated with Runways 15/33 and 04/22 shifted the runway visibility zone (RVZ) onto the terminal apron. As a result, use of the apron for aircraft parking is not allowed since it would impede the line of sight requirements. According to AC 150/5300-13A, a modification to this requirement may be approved if an acceptable level of safety is maintained as a result of: "1) the airport has a 24-hour control tower; and 2) the operation of the control tower will continue based on acceptable activity forecasts."

Thus, to allow for use of the terminal apron (Apron A) for flight training, corporate and potential charter operations, a modification of the RVZ is needed. Options considered as part of the alternatives analysis include: 1) No build 2) Reconfigure apron parking area geometry/parking areas, 3) Shift Runway 04/22 Northeast by 200 feet, 4) Shift Runway 04/22 Northeast by 400 feet, and/or 5) Shift Runway 04/22 Northeast by 1,114-feet.

The preferred long-term RVZ mitigation alternative is Option 4 to shift Runway 4-22 by 400 feet to the northeast to allow for existing and a reasonable future apron expansion without parked aircraft within the RVZ. A short-term interim solution is Option 1, which would allow the airport to meet design standards but reduce capacity and convenience. Other options did not improve apron utility significantly, or result in a higher development cost. Option 4 provides a reasonable balance between cost and utility.

This project will be reevaluated pending the outcome and timeline of the FAA Air Traffic Control Tower, but will most likely still be needed as the tower will not be in operation 24-hours a day.

Engagement Strategy

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Com-

munity Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
- Direct mail to area residents living near project
- Focus groups
- Pop-up events
- Informational materials (print and electronic)
- Online newsletter
- News release and email notification asking for input
- Utility insert
- Online engagement tools
- Surveys (online)
- Online city calendar
- Social media
- Video
- Other

City projects, including sales tax items

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Design	0	0	0	0	300,000	300,000
Land Acquisition	0	0	0	0	125,000	125,000
Master Plan Update	0	165,000	0	150,000	0	315,000
Total	**0**	**165,000**	**0**	**150,000**	**425,000**	**740,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Airport CIP	0	8,250	0	7,500	21,250	37,000
FAA	0	148,500	0	135,000	382,500	666,000
MnDOT	0	8,250	0	7,500	21,250	37,000
Total	**0**	**165,000**	**0**	**150,000**	**425,000**	**740,000**

Project Timeline

2023 - Master Plan Update Required (Triggering Event)

2025 - Environmental Assessment

2026 - Land Acquisition - Runway 22 Approach (Parcel 15C - 6.6 ac)

2026 - Runway 04/22 Shift / Temporary Extension (400') Design

2027 - Runway 04/22 Shift / Temporary Extension (400') Construction

2027 - Runway 04/22 REIL/PAPI Replacement

2027 - Replace 04/22 Runway Lights

2027 - Runway 04/22 Pavement Reconstruction



SALES TAX - PARKING

Cash Flow

Sales Tax - Parking

	2022	2023	2024	2025	2026
Projected fund balance	$ 1,126,812	$ 576,812	$ 276,812	$ 226,812	$ 76,812
Sales Tax - Parking	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Available Funds	$ 1,326,812	$ 776,812	$ 476,812	$ 426,812	$ 276,812

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Broad Street Ramp Demolition & Parking Lot Construction		$ (500,000)				**$ (500,000)**	
Mankato Place Ramp - Center Stairwell Reconstruction				$ (350,000)		**$ (350,000)**	
Civic Center Ramp - Exterior Improvements						**$ -**	$ (750,000)
Civic Center Ramp - Riverfront Drive Stairwell Window Replacement			$ (250,000)			**$ (250,000)**	
Parking System - Parking Control Equipment Replacement	$ (750,000)					**$ (750,000)**	
Total	**$ (750,000)**	**$ (500,000)**	**$ (250,000)**	**$ (350,000)**	**$ -**	**$ (2,440,000)**	$ (750,000)
Fund Balance	$ 576,812	$ 276,812	$ 226,812	$ 76,812	$ 276,812		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Parking System - Parking Control Equipment Replacement	2022	750,000
Subtotal		**750,000**
Total		**750,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Broad Street Ramp Demo & Parking Lot	2023	500,000
Subtotal		**500,000**
Total		**500,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Place Ramp Center Stairwell	2025	350,000
Subtotal		**350,000**
Total		**350,000**

Project: Parking System - Parking Control Equipment Replacement

Department: SALES TAX - PARKING

Project Years: 2022 - 2022

Project Description
Replacement of the parking control system throughout the Parking Special Service District

Project Justification
The current gate and pay station equipment has become obsolete and is no longer supported by the manufacturer. Parts are becoming difficult to find and maintenance costs are rising. Replacement is warranted at this time to prevent premature failure of the access control system.

Engagement Strategy
- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Meeting with Parking Special Service District members

Project Uses

	2022	2023	2024	2025	2026	Total
Parking Ramp Improvements	750,000	0	0	0	0	750,000
Total	**750,000**	**0**	**0**	**0**	**0**	**750,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Parking Ramps	750,000	0	0	0	0	750,000
Total	**750,000**	**0**	**0**	**0**	**0**	**750,000**

Project Timeline
Summer 2021: Study to determine appropriate replacement systemFall 2021: Engagement with stakeholders, parking special service district membersWinter 2021/2022: Project biddingSpring/Summer 2022: Installation

Project: Broad Street Ramp Demo & Parking Lot

Department: SALES TAX - PARKING

Project Years: 2023 - 2023

Project Description

Demolish the existing Broad Street Ramp and construct a surface parking lot on the site.

Project Justification

A comprehensive review was conducted of the structure in 2020 and the analysis showed that major structural repairs are required to maintain the asset in the long term. Temporary shoring was installed to extend the useful life until a project can be undertaken. Due to the deterioration of the structure, the only feasible solution is to remove the ramp.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Meeting with adjacent property owners
- Meeting with Parking Special Service District members

Project Uses

	2022	2023	2024	2025	2026	Total
Broad St Ramp	0	500,000	0	0	0	500,000
Total	**0**	**500,000**	**0**	**0**	**0**	**500,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	0	500,000	0	0	0	500,000
Total	**0**	**500,000**	**0**	**0**	**0**	**500,000**

Project Timeline

Design: Winter 2021

Construction: Spring/Summer 2023



SALES TAX - CIVIC CENTER

Cash Flow

Mankato Civic Center

	2022	2023	2024	2025	2026
Projected fund balance	$ 1,881,148	$ 106,881	$ 72,614	$ 138,347	$ 389,080
Interest on Investments					
MSU Lease Hold	$ 155,733	$ 155,733	$ 155,733	$ 155,733	$ 155,733
MSU Scoreboard	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000
Sales Tax - Civic Center Capital	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000
Sales Tax - FF&E	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
Cash Infusion for Ice Plant					
Revenue Total	$ 615,733	$ 615,733	$ 615,733	$ 754,080	$ 1,004,813
Available Funds	$ 2,496,881	$ 722,614	$ 688,347	$ 754,080	$ 1,004,813

Project Name	2022	2023	2024	2025	2026	Total	Illustrative
Mankato Civic Center - Fixtures, Furniture and Equipment	$ (50,000)	$ (50,000)	$ (50,000)	$ (100,000)	$ (100,000)	**$ (350,000)**	
Mankato Civic Center - Ice Plant Replacement	$ (1,975,000)					**$ (1,975,000)**	
Mankato Civic Center - Trash Compactor				$ (70,000)		**$ (70,000)**	
Mankato Civic Center - Fire Door Replacement		$ (10,000)	$ (30,000)	$ (30,000)	$ (30,000)	**$ (100,000)**	
Mankato Civic Center - Turbine rebuild Chiller #1						**$ -**	$ (120,000)
Mankato Civic Center - Arena Lobby Roof - Roof Replacement	$ (350,000)		$ (150,000)			**$ (500,000)**	
Mankato Civic Center - Unit Heaters	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	**$ (75,000)**	
Mankato Civic Center - Escalator Obsolete Controller Replacement			$ (130,000)			**$ (130,000)**	
Mankato Civic Center - Grand Hall Exhaust				$ (150,000)		**$ (150,000)**	
Mankato Civic Center - Banquet Hall Partition Wall						**$ (110,000)**	
Mankato Civic Center - Restroom Refresh						**$ -**	$ (350,000)
Mankato Civic Center - Banquet Hall Lighting Controls			$ (125,000)			**$ (125,000)**	
Mankato Civic Center - Arena Audio Equipment Replacement		$ (575,000)				**$ (575,000)**	
Mankato Civic Center - Arena EIFS - Replacement						**$ -**	$ (4,000,000)
Mankato Civic Center - Chiller Plant Replacement						**$ -**	$ (1,500,000)
Mankato Civic Center - Seating Replacement Banquet Hall			$ (50,000)			**$ (50,000)**	
Mankato Civic Center - Arena - Roof Replacement						**$ -**	$ (1,500,000)
Mankato Civic Center - Boiler Replacement						**$ -**	$ (1,300,000)
Total	$ (2,390,000)	$ (650,000)	$ (550,000)	$ (365,000)	$ (145,000)	**$ (4,807,000)**	$ (9,070,000)
Fund Balance	$ 106,881	$ 72,614	$ 138,347	$ 389,080	$ 859,813		

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Civic Center - Arena Lobby - Roof Replacement	2022	350,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2022	50,000
Mankato Civic Center - Ice Plant Replacement	2022	1,975,000
Mankato Civic Center - Unit Heaters	2022	15,000
Subtotal		**2,390,000**
Total		**2,390,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Civic Center - Arena Audio Equipment Replacement	2023	575,000
Mankato Civic Center - Fire Door Replacement	2023	10,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2023	50,000
Mankato Civic Center - Unit Heaters	2023	15,000
Venue Refresh Phase III: Banquet Seating Replacement	2023	156,000
Subtotal		**806,000**
Total		**806,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Civic Center - Arena Lobby - Roof Replacement	2024	150,000
Mankato Civic Center - Banquet Hall Lighting Controls	2024	125,000
Mankato Civic Center - Fire Door Replacement	2024	30,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2024	50,000
Mankato Civic Center - Seating Replacement	2024	50,000
Mankato Civic Center - Unit Heaters	2024	15,000
Subtotal		**420,000**
Total		**420,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Civic Center - Fire Door Replacement	2025	30,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2025	100,000
Mankato Civic Center - Grand Hall Exhaust	2025	150,000
Mankato Civic Center - Trash Compactor	2025	70,000
Mankato Civic Center - Unit Heaters	2025	15,000
Subtotal		**365,000**
Total		**365,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Mankato Civic Center - Fire Door Replacement	2026	30,000
Mankato Civic Center - Fixtures, Furniture, and Equipment	2026	100,000
Mankato Civic Center - Unit Heaters	2026	15,000
Subtotal		**145,000**
Total		**145,000**

Illustrative CIP Fund Overview

Project Name	Project Costs
Arena Fourth Floor Club Level	500,000
Concert Stage Replacement	145,000
Finish Arena Green Room	50,000
Grand Hall Club Level Drink Rail	25,000
New Point of Sale System	100,000
Permanent Board Room	28,000
Portable Radios for Civic Center Staff	70,000
Replace Walk-In Refrigeration Units	50,000
Ticket Window Expansion	15,000
Venue Refresh Phase II: Carpet Replacement in Original Convention Center	160,000
Venue Refresh Phase IV: Decor	200,000
Venue Refresh Phase V: Arena Concourse Floor Replacement	800,000
Walk Behind Scrubber Replacement	16,000
Subtotal	**2,159,000**
Total	**2,159,000**

Project: Mankato Civic Center - Arena Lobby - Roof Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2022 - 2024

Project Description

Replacement of the Arena Lobby Roof with a 30 year fully adhered roof.

Project Justification

The arena Lobby roof has experienced multiple leaking issues, six related to flashing and membrane failures and three directly connected to EIFS caulking and/or flashing problems. This roof were installed in 1995 and are 7 years over their life expectancy. The 16,678 Sqft roof

Project Uses

	2022	2023	2024	2025	2026	Total
Roof Replacement	350,000	0	150,000	0	0	500,000
Total	**350,000**	**0**	**150,000**	**0**	**0**	**500,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	350,000	0	150,000	0	0	500,000
Total	**350,000**	**0**	**150,000**	**0**	**0**	**500,000**

Project Timeline

The 2022 phase will include the front portion of the arena lobby and concourse roofs over public gathering areas. The final phase in 2024 will replace the portions over the back of house and staff hallways.

Project: Mankato Civic Center - Fixtures, Furniture, and Equipment

Department: SALES TAX - CIVIC CENTER

Project Years: 2022 - 2026

Project Description

This is funding set aside for various furniture, fixtures, and smaller projects that may arise during the year

Project Justification

As the original portion of the building ages, the furniture and fixtures that were purchased with the original construction continue to wear out and require replacement.

Project Uses

	2022	2023	2024	2025	2026	Total
FF&E Replacement	50,000	50,000	50,000	100,000	100,000	350,000
Total	**50,000**	**50,000**	**50,000**	**100,000**	**100,000**	**350,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	50,000	50,000	50,000	100,000	100,000	350,000
Total	**50,000**	**50,000**	**50,000**	**100,000**	**100,000**	**350,000**

Project Timeline

Throughout Fiscal Year

Project: Mankato Civic Center - Ice Plant Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2022 - 2022

Project Description

Replacement of the arena ice plant

Project Justification

Due to a failure of the existing plant in March of 2021, replacement is warranted at this time. The existing plant uses R-22 as the refrigerant which is no longer manufactured due to the effects it has on the environment. Following the failure in 2021, a mobile plant had to be brought in to finish the season due to undetected leaks in the refrigerant lines. With the scarcity and exponentially rising costs of R-22, obtaining replacement refrigerant in a timely manner following a catastrophic failure will continue to be an issue moving forward. An ammonia refrigeration system is proposed for replacement due to the accepted use in the industry, availability of product, and sustainability.

Project Uses

	2022	2023	2024	2025	2026	Total
Ice Plant Replacement	1,975,000	0	0	0	0	1,975,000
Total	**1,975,000**	**0**	**0**	**0**	**0**	**1,975,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	1,975,000	0	0	0	0	1,975,000
Total	**1,975,000**	**0**	**0**	**0**	**0**	**1,975,000**

Project Timeline

Design and bidding are expected to be complete by Jan 2022.

Construction will begin following the conclusion of the 2021-2022 hockey season.

Project: Mankato Civic Center - Unit Heaters

Department: SALES TAX - CIVIC CENTER

Project Years: 2022 - 2026

Project Description

There are 24 unit heaters that have small leaks and need replacement.

Project Justification

Unit heaters will eventually fail.

Project Uses

	2022	2023	2024	2025	2026	Total
Civic Center Improvements	15,000	15,000	15,000	15,000	15,000	75,000
Total	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**75,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	15,000	15,000	15,000	15,000	15,000	75,000
Total	**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**75,000**

Project Timeline

Replacements will occur in the spring/summer of each calendar year.

Project: Mankato Civic Center - Arena Audio Equipment Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2023 - 2023

Project Description

Replacement of the Arena audio equipment

Project Justification

The arena audio equipment is original 1995 equipment. It has reached the end of its serviceable life and is seeing continued failures. Staff can no longer source parts to perform timely repairs and the chance of catastrophic failure during an event increases each year. Equipment will be replaced with new technology.

Project Uses

	2022	2023	2024	2025	2026	Total
Arena Audio Equipment	0	575,000	0	0	0	575,000
Total	**0**	**575,000**	**0**	**0**	**0**	**575,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	0	575,000	0	0	0	575,000
Total	**0**	**575,000**	**0**	**0**	**0**	**575,000**

Project Timeline

Equipment will be replaced in the summer months of 2023 while the arena undergoes maintenance each year.

Project: Mankato Civic Center - Fire Door Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2023 - 2026

Project Description

Multi-year project to replace the aging fire doors within the facility

Project Justification

The fire doors throughout the original facility are beginning to fail as normal wear and tear has taken its toll. These doors see considerable use and need to be kept in good condition to maintain their fire rating. A needs based multi year approach will be undertaken to fund the complete replacement of the original 1995 doors throughout the facility.

Project Uses

	2022	2023	2024	2025	2026	Total
Project Execution	0	10,000	30,000	30,000	30,000	100,000
Total	**0**	**10,000**	**30,000**	**30,000**	**30,000**	**100,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	0	10,000	30,000	30,000	30,000	100,000
Total	**0**	**10,000**	**30,000**	**30,000**	**30,000**	**100,000**

Project Timeline

Installation will occur around event load each year.

Project: Venue Refresh Phase III: Banquet Seating Replacement

Department: SALES TAX - CIVIC CENTER

Project Years: 2023 - 2023

Project Description
1000 square, flex back chairs with powder coated frames and a mid grade fabric covering.

Project Justification
Current banquet chair inventory is still original to the building. They are becoming thread bare and are in constant need of maintenance to repair broken welds. In addition, the color no longer matches upgrades to the banquet facilities that have been made over the last 23 years.

Engagement Strategy
- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Equipment	0	156,000	0	0	0	156,000
Total	**0**	**156,000**	**0**	**0**	**0**	**156,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	0	156,000	0	0	0	156,000
Total	**0**	**156,000**	**0**	**0**	**0**	**156,000**

Project Timeline
Purchased during 2023.



SALES TAX - SPECIAL PROJECTS

Cash Flow

6-Aug-21	2022	2023	2024	2025	2026
Balance on January 1	2,662,675	2,426,570	2,401,681	2,243,898	2,213,050
Cash Inflows:					
Interest	5,000	5,000	5,000	5,000	5,000
Vehicle Tax	200,000	220,000	220,000	220,000	220,000
Sales Tax Proceeds	5,300,000	5,400,000	5,400,000	5,400,000	5,500,000
Available Funds	8,167,675	8,051,570	8,026,681	7,868,898	7,938,050
Cash Outflows:					
New/Existing Debt Service Obligations:					
New Debt Service (issue bonds in 2022)			(1,150,783)	(1,147,848)	(1,147,623)
New Debt Service (issue bonds in 2027)					
Debt Service - 2015 Expansion - Principal only	(2,080,000)	(2,160,000)			
*** Does not include $ 1.7MM to $ 2.2MM for Debt Reserve					
Existing Annual Obligations:					
Bond Interest / Core Block / Admin	(1,011,105)	(1,013,889)	(1,030,000)	(1,030,000)	(930,000)
Existing Depreciation Funds:					
Capital Replacement Transfer - RFP	(150,000)	(153,000)	(156,000)	(159,000)	(162,000)
Capital Replacement Transfer - Parking	(200,000)	(204,000)	(208,000)	(212,000)	(216,000)
Capital Replacement Transfer - Airport	(400,000)	(408,000)	(416,000)	(424,000)	(432,000)
Capital Replacement Transfer - Civic Center	(550,000)	(561,000)	(572,000)	(583,000)	(595,000)
Capital Project Repayments:					
Capital Repayment - Flood Levee / Control	(200,000)	(200,000)	(200,000)	(150,000)	(165,000)
Capital Repayment - Curling Club		-	-	-	-
Capital Repayment - LOM Riverbank Stabilization	(150,000)	(150,000)	(200,000)	(300,000)	(300,000)
Capital Repayment- SE Water Quality Land		(300,000)	(300,000)	(300,000)	(300,000)
Capital Repayment- SE Water Quality Const		(500,000)	(700,000)	(250,000)	
Capital Repayment - Kerns Bridge			(350,000)	(100,000)	(230,000)
Building Capital Repayments - Internal Financing:					
Capital Repayment - CC Expansion	(200,000)		(200,000)	(400,000)	(400,000)
Capital Repayment - Franklin Rogers Park	(200,000)		(200,000)	(400,000)	(400,000)
Pre-2009 Deficits (Civic Center)	(100,000)		(100,000)	(200,000)	(253,000)
Recreation Project - Hockey	(500,000)				
Projected Expenditures	(5,741,105)	(5,649,889)	(5,782,783)	(5,655,848)	(5,530,623)
Balance on December 31	2,426,570	2,401,681	2,243,898	2,213,050	2,407,428

* Capital Repayment - Curling Club debt retired in 2021

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Hockey Facility Design	2022	500,000
Land of Memories Bank Stabilization	2022	150,000
Subtotal		**650,000**
Total		**650,000**

2023 CIP Fund Overview

Project Name	Project Year	Project Costs
Land of Memories Bank Stabilization	2023	150,000
Southeast Water Quality Project	2023	800,000
Subtotal		**950,000**
Total		**950,000**

2024 CIP Fund Overview

Project Name	Project Year	Project Costs
Land of Memories Bank Stabilization	2024	200,000
Southeast Water Quality Project	2024	1,000,000
Subtotal		**1,200,000**
Total		**1,200,000**

2025 CIP Fund Overview

Project Name	Project Year	Project Costs
Land of Memories Bank Stabilization	2025	300,000
Southeast Water Quality Project	2025	550,000
Subtotal		**850,000**
Total		**850,000**

2026 CIP Fund Overview

Project Name	Project Year	Project Costs
Land of Memories Bank Stabilization	2026	300,000
Southeast Water Quality Project	2026	300,000
Subtotal		**600,000**
Total		**600,000**

Project: Hockey Facility Design

Department: SALES TAX - SPECIAL PROJECTS

Project Years: 2022 - 2022

Project Description
Facility design of Hockey Arena.

Project Justification
With a growing need for additional ice time which is currently limited due to leagues and open skate hours, this design will help ready future construction of a new ice facility.

Project Uses

	2022	2023	2024	2025	2026	Total
Facility Design	500,000	0	0	0	0	500,000
Total	**500,000**	**0**	**0**	**0**	**0**	**500,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	500,000	0	0	0	0	500,000
Total	**500,000**	**0**	**0**	**0**	**0**	**500,000**

Project Timeline
2022 - Design

Project: Land of Memories Bank Stabilization

Department: SALES TAX - SPECIAL PROJECTS

Project Years: 2022 - 2026

Project Description

The City of Mankato has made extensive investment in a number of significant public infrastructure facilities adjacent to the Minnesota and Blue Earth Rivers. Facilities such as the Water Resource Recovery Facility, Riverfront Park, the Minnesota River Trail, Sibley Park, the Water Treatment Plant, Land Of Memories Park and shallow horizontal collector wells Nos. 13 and 15.

Project Justification

Over about the last decade the Minnesota and Blue Earth Rivers have been subject to more frequent, higher intensity and longer duration floods. Because of this, many of the assets that are near the rivers are facing various levels of risk for damage or failure due to the erosion of the riverbanks. The area of highest risk for impact to a critical asset is at well 15. Well 15 is located on the west side of Land of Memories Park on the Minnesota River. This well represents about 40% of the firm municipal drinking water supply for the City of Mankato. Since 2009 the distance between the riverbank and the well house fence as gone from 73-feet to 15-feet. This is a loss of 58 feet of riverbank, with over 50% of that taking place in the last 3 year.

Project Uses

	2022	2023	2024	2025	2026	Total
Project Payback	150,000	150,000	200,000	300,000	300,000	1,100,000
Total	**150,000**	**150,000**	**200,000**	**300,000**	**300,000**	**1,100,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	150,000	150,000	200,000	300,000	300,000	1,100,000
Total	**150,000**	**150,000**	**200,000**	**300,000**	**300,000**	**1,100,000**

Project Timeline

This project is being completed in 3 phases. Phase 1 was to deliver a majority of the rip-rap to the site to allow work to begin in late to allow for any emergency work to take place should the river elevation be predicted to reach a level that could cause catastrophic damage to Well 15. Phase two represents a majority of the bank stabilization work though hard armoring of grading and rip rap placement. This work will install all of the necessary rip-rap to stabilize the entire vul-

nerable length of the Minnesota River bank in Land of Memories Park. This work is anticipated to start in late February with the goal of stabilization the riverbank along Well 15 prior to spring flooding. The balance of the project will be completed in spring and early summer, river levels permitting. The final phase of the project will be developing a sustainable vegetation community that compliments the uses of the park while meeting water quality and erosions control goals. This will result in the establishment of native plantings in select location and dedicated vegetation management plan for the park that will ensure the vitality of the park various uses that take place. This plan will address the number of improved of camp sites, the location and amount of managed turf grass; and non-desirable vegetation removal and control.

Project: Southeast Water Quality Project

Department: SALES TAX - SPECIAL PROJECTS

Project Years: 2022 - 2027

Project Description

The SE Water Quality Project seeks to implement drainage management and associated water quality enhancements that are focused in the Southeast Drainage District and associated stream courses, including the main stem of the Minnesota River. The first phase of the project is already underway and consists of a comprehensive watershed study to identify the hydrologic and hydraulic characteristics of the watershed and the major creeks, ravine, and waterways. The study will also document areas with existing erosion issues, develop a watershed erosion management plan with recommended best management practices (BMP's), estimate potential sediment and pollution load reductions with the recommended BMPs, and potential agency permits required. The study is expected to be completed within the next 90 days. Several projects have already become apparent during the study and staff suggests that a bonding request is made by June 16, which is the deadline for preliminary submittal. The final bonding request is due on October 20, 2017, which will allow sufficient time for study results to be further analyzed and costs refined. The following projects and costs have been identified: 1. Regional ponding and wetland construction in the agricultural areas of the minor watersheds that drain into the city system 52 acres - $10 million 2. In-channel improvements, including stream bank stabilization and fortification, right sizing crossing culverts and in-channel velocity reduction to reduce flow, and other in-channel mitigation - $1 million 3. Bridge replacement/modification at the Indian Creek Diversion at Indian Lake Road - $750,000 4. Riverbank stabilization along the Minnesota River - including Land of Memories and Riverfront Park/Waste Water Treatment Plant - $2 million The project planned for 2019 will encompass the wetland restoration to achieve a large portion of the water quantity benefits.

Project Justification

The public purpose of the projects is to mitigate existing water quality issues associated with the Southeast watershed. These projects will reduce discharges of sediment and nutrients, such as nitrogen and phosphorus, into the Minnesota River. For example, construction of the regional ponding in the rural minor watersheds will reduce uncontrolled peak flows into the city systems that currently reduce the system's capacity by 50 percent during high flows and has caused severe erosion within urban ravine systems and flooding of residential areas. Wetland impacts in the rural areas of the minor watersheds have removed approximately 210-acre feet of natural storm water retention and the constructed basins will aim to restore the retention capacity. In addition, the retention improvements will reduce total suspended solids by over 63 percent and reduce phosphorus discharge by over 70 percent. Mitigating bank erosion along the Minnesota River will also improve water quality by reducing sediment and associated nutrient loads, and will also protect city assets, such as the Land of Memories Well Field and the Regional Waste

Water Treatment Plan. It is expected that these projects can serve as a template for best management practices to reduce total maximum daily loads of nutrients and sediment into the Minnesota River and can be replicated elsewhere in the Minnesota River Watershed. Replicating and implementing the best management practices is imperative as municipalities in the watershed are facing increased challenges in treating water supplies that are designed to be sustainable by reducing reliance on deep aquifers and instead rely on shallower aquifers linked to the river systems. In Mankato's case, over 75 percent of the water supply is drawn from shallow aquifers under the Blue Earth and Minnesota Rivers; however, increasing nitrogen levels from non-point sources are forcing Mankato to consider either drawing additional water from deep aquifers, which have a limited supply due to longer recharge time, or examining additional treatment options that may cost upwards of $10 million. The reduction of pollutants is a State mandate, but State enforcement and implementation to reduce non-point source pollutants are lacking and the costs to address the State's failure is falling to local governments. It is likely that unless nitrogen levels are addressed in the Minnesota River that Mankato will be forced to implement additional water treatment options and will request State assistance with those costs.

Engagement Strategy

City

- Community Investment Plan open house
- City website (Community Investment Plan project pages)
- Other

Community projects, including sales tax items

- Community Investment Plan open house (future opportunities--detailed on overall Community Investment Plan communications and engagement action plan)
- City website (Community Investment Plan project pages and respective web page)
- Direct mail to area residents living near project
- Focus groups
- Pop-up events
- Informational materials (print and electronic)
- Online newsletter
- News release and email notification asking for input
- Utility insert
- Online engagement tools
- Surveys (online)
- Online city calendar
- Social media
- Video
- Other

Project Uses

	2022	2023	2024	2025	2026	Total
Land Acquisition	0	300,000	300,000	300,000	300,000	1,200,000
Wetland Restoration	0	500,000	700,000	250,000	0	1,450,000
Total	**0**	**800,000**	**1,000,000**	**550,000**	**300,000**	**2,650,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	0	800,000	1,000,000	550,000	300,000	2,650,000
Total	**0**	**800,000**	**1,000,000**	**550,000**	**300,000**	**2,650,000**

Project Timeline

Design will take place last 2018 early 2019 with constriction taking place after harvest in 2019. The project is anticipated to be completed in spring of 2020.



SALES TAX - RIVERFRONT PARK

2022 CIP Fund Overview

Project Name	Project Year	Project Costs
Amphitheater roof	2022	320,000
Subtotal		**320,000**
Total		**320,000**

Project: Amphitheater roof

Department: SALES TAX - RIVERFRONT PARK

Project Years: 2022 - 2022

Project Description

Amphitheater stage improvements and rigging system. This includes permanent and temporary roof structures but not footings

Project Justification

The stage needs to have a proper roof that is load bearing for production, that is safe and usable per industry standards, and that keeps the stage dry during inclement weather.

Engagement Strategy

- Community Investment Plan open house
- City website (Community Investment Plan project pages)

Project Uses

	2022	2023	2024	2025	2026	Total
Roof	320,000	0	0	0	0	320,000
Total	**320,000**	**0**	**0**	**0**	**0**	**320,000**

Funding and Sources

	2022	2023	2024	2025	2026	Total
Sales Tax	320,000	0	0	0	0	320,000
Total	**320,000**	**0**	**0**	**0**	**0**	**320,000**

Project Timeline

2022



General Financial Policies

General Financial Policies

BUDGET MISSION

Budgets are financial plans for future events. A budget is a political instrument that: weighs policy priorities against available public resources; specifies the ways and means of providing public programs and services; establishes the cost of programs and the criteria by which these programs will be evaluated for efficiency and effectiveness; ensures that the programs will be evaluated at least once each budget cycle; redistributes income; provides the government with a spending limitation; and provides transparency by which the government may be held accountable at the end of each budget cycle or political term.

The budget is generally composed of an operating budget, which shows expenditures for the current period, and a capital budget, which shows the financial plans for long-term capital improvements, facilities repair and replacement, and equipment. The two budgets may be consolidated in order to indicate the amount of total estimated revenues available for the current period and the amount of new debt to be incurred for projects in the capital budget.

The City of Mankato has an important responsibility to its residents to plan the adequate funding of services desired by the public, including the provision and maintenance of public facilities, prudent financial management and accurate accounting for public funds. The city strives to ensure that it is capable of adequately funding and providing local government services needed by the community. The City will maintain or improve its infrastructure on a systematic basis to encourage its citizens to maintain quality neighborhoods with rising property values and long-term affordable taxes and fees.

In order to achieve this, the following objectives are established for the city's fiscal performance:

- To protect the City Council's policy-making ability by ensuring that important policy decisions are not controlled by financial problems or emergencies.
- To enhance the City Council's policy-making ability by providing accurate information on the full costs of current operations, new proposals and capital requests.
- To assist sound management of the city government by providing accurate and timely information on the city's financial condition.
- To provide sound principles to guide the decisions of the City Council and city staff which have fiscal impacts.
- To set forth operational principles which promote long-term cost effectiveness while providing services desired by the public with minimal financial risk.
- To employ revenue policies and forecasting tools to identify and prevent undue or unbalanced reliance on certain revenues (especially property taxes) to distribute the costs of municipal services fairly and to provide adequate funds to operate desired programs, as determined by the City Council.
- To provide and improve essential public facilities and prevent deterioration of the city's

infrastructure in order to assist in long-term cost effective provision of city services.
- To protect and enhance the city's credit rating and prevent default on any municipal debt obligations.
- To ensure the legal use and protection of all city funds through a reliable system of financial and accounting controls.

BUDGET STRUCTURE

Each budget document begins with an introduction and budget overview, of which contains the City Manager's budget message and general budget polices, along with any other pertinent information.

The various funds are grouped, for budgeting purposes:

General Fund (1000's)
- Community Development
- General Government
- Public Safety
- Public Works

Special Revenue Funds (2000's)
- Grants and Special Use
- Partnership

Debt Service Funds (3000's, 4000's, 5000's)

Enterprise/Business Funds (6000's)
- Sales Tax (Riverfront 2000, Civic Center & Capital Replacement Accounts for Airport, Parking, Riverfront Park, Civic Center)
- Economic Development
- Housing/BEC
- Transit
- Major Utilities (Operations, Wastewater, Water)
- Minor Utilities (Refuse, Stormwater, Street Light)
- Public Works (Airport, Infrastructure, Parking)

Internal Service Funds (7000's)
- Administrative Services
- Building Facilities Replacement
- Central Insurance
- Information Technology Capital
- Public Works (Garage)

Within each fund, the City Manager will provide a 5-year financial project and any specific budget polices that correlate with each respective fund.

BUDGET CONTROLS

Balanced Budget– The City strives to annually approve a balanced General Fund budget. A balanced budget is a budget in which expenditures are equal to revenues, while also prioritizing capital expenditures and managing outstanding debt.

Budget Basis – All governmental fund type budgets are prepared on the modified accrual basis of accounting in conformity with Generally Accepted Accounting Principles (GAAP). This conforms to the way the City prepares budgets with one exception; capital outlays in the Enterprise Funds are recorded as assets on a GAAP basis and expenses on a budget basis. Governmental funds are budgeted for and accounted for using the modified accrual basis of accounting. Revenues are recognized when susceptible to accrual (i.e., when they become measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.)

Major revenues that are susceptible to accrual include property taxes (excluding delinquent taxes received over 60 days after year-end), special assessments, intergovernmental revenues, charges for services, and interest on investments. Major revenues that are not susceptible to accrual include fees and miscellaneous revenues; such revenues are recorded only as received because they are not measurable until collected.

The budget for proprietary/enterprise funds are prepared on an accrual basis, also in accordance with GAAP. Revenues are recognized when earned, and expenses are recorded at the time liabilities are incurred. Unbilled utility service receivables are recorded at year-end.

Preparation of the Budget – On or before the last City Council meeting in the month of August, the City Manager shall submit to the Council a budget for the ensuing fiscal year and an accompanying message. The City Manager’s message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the city for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the city’s debt position and include such other materials as the City Manager deems desirable.

The budget shall provide a complete financial plan of all city funds and activities for the ensuing fiscal year. In organizing the budget, the Manager shall utilize the most feasible combination of expenditure classification by fund organization unit, program, purpose or activity, and object. It shall begin with a clear general summary of its contents; shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures including debt service, for the ensuing fiscal year; and shall be so arranged as to show figures for budgeted income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year. It shall indicate in separate sections:

1. Proposed expenditures for current operations during the ensuing fiscal year, detailed by offices, departments and agencies in terms of their respective work programs and the method of financing such expenditures;

2. Proposed capital expenditures during the ensuing fiscal year, detailed by offices, departments and agencies when practicable, and the proposed method of financing each such capital expenditure; and

3. Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the city and the proposed method of its disposition; subsidiary budgets for each utility giving detailed income and expenditure information shall be attached as appendices to the budget. The total of proposed expenditures shall not exceed the total of estimated income plus surplus.

In April, a budget calendar is created to begin the operating budget process in early May of each year for the following year. This schedule will identify key benchmark dates for adopting a preliminary property tax levy (on or before September 15 of each year). The preliminary levy may be lowered but not raised, once certified to the county. The city will establish a date for a Truth In Taxation (TNT) Public Hearing (between November 25 and December 20). The city will adopt a final property tax levy and certify that levy to the county auditor on or before five working days after December 20 in each year. Based upon these keys dates, the Budget Team will prepare a preliminary Budget document and a proposed budget document.

City Council Action on the Budget

- **Notice and Hearing.** The City Council shall publish in one (1) or more newspapers of general circulation in the city a notice stating:
  - The times and place where the copies of the message and budget are available for inspection by the public; and
  - The time and place, not less than one (1) week after such publication, for a public hearing on the budget.
- **Amendment Before Adoption.** After the public hearing, the City Council may adopt the budget with or without revision. In revising the budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service or for estimated cash deficit, provided that no amendment to the budget shall increase the authorized expenditures to an amount greater than the total of estimated income.
- **Adoption.** The City Council shall adopt the budget on the same day it adopts the levy as required by State Statute. The adopted budget will include major revenue categories and major expenditure/expense categories aligned with combined financial statements in the City's Comprehensive Annual Financial Report. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated and shall constitute a levy of the property tax therein proposed.

Enforcement of the Budget - It is the policy of the City of Mankato to establish budget roll-up groups. These budget roll-up groups will define total budget amounts that will not be exceeded for the respective service area. Budget roll-up groups will not include salaries and benefits or inter-fund transfers. Expenditures may not exceed the total budgeted amount; however, individual line items within a specific budget roll-up group may be exceeded. It is the responsibility of each respective department head to monitor and ensure that each budget roll-up group, within their department, is not exceeded. In the event that a budget roll-up group expenditures exceeds the allotted budgeted amount, the department head can request a budget transfer. A budget transfer is the movement of fund from one service area to another within the same fund. Each budget transfer request will require the approval of the respective department head(s), City Manager and Finance Director.

Implementation, Monitoring and Amendment – The budget and its policies are implemented through the objectives of individual departments and accounting controls of the Finance Department. Progress in the implementation of the budget is monitored monthly through reports to the City Council comparing actual expenditures and revenues with the budget. In these reports, financial data can be presented at a higher level of detail than the final budget. These reports include an analysis of the city's financial condition. Department heads may also report on the progress of departmental objectives and performance measures.

In the event it becomes necessary to modify the adopted budget, then a budget amendment maybe requested by the respective department head. A budget amendment is defined as the increase in an appropriation for any given fund. Any budget amendment must be requested by the respective department head, approved by the City Manager and Finance Director and ultimately approved by City Council action. In addition, any City Council action that appropriates funding, not included with the original budget constitutes a budget amendment.

Any significant addition or supplemental additions to spending programs are brought to the City Manager. Upon the approval and direction of the City Manager, an official budget amendment is drafted and presented to City Council for approval through passage of a resolution. Such amendments shall consider the impact on both revenues and expenditures/expenses so that a balanced or positive balance is attained.

Property Tax

- The city strives to contain the annual increase to the property tax levy at the rate of growth to the net tax capacity.
- The annual property tax levy allocated towards debt services shall not exceed 5,500,000 annually.

BASIS OF ACCOUNTING

Fund Accounting

The accounts of the City are organized on the basis of funds and budget roll-up groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for

with a separate set of self-balancing accounts that comprises its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate.

Governmental resources are allocated to the accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, for budgeting purposes:

Governmental Funds

General Fund - The general fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Debt Service Funds - Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Capital Projects Funds - Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by the proprietary funds.

Proprietary Funds

Enterprise Funds - Enterprise funds are used to account for operations and are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Internal Service Fund - Internal service funds are used to account for the financing of goods or services provided by one department to other departments of the City on a cost-reimbursement basis.

CAPITAL IMPROVEMENT PROGRAM (CIP) POLICY

- The City will develop a multi-year plan for capital improvements and update it annually. The five-year budget capital improvement will be approved and incorporated into the operating budgets.
- The adoption of the five-year CIP is to assist in planning and provide direction for City departments, but it does not establish permanent Council commitment to projects either in scope or timeline of construction.
- The City will identify the estimated cost and potential funding sources for each capital project proposal before it is submitted to the Council for approval and in that process will determine the most effective financing method for the proposed project. All construction projects shall include at least a ten percent contingency prior to receiving bids.

- The City will make all capital improvements in accordance with the adopted capital improvement program, or as it is amended by the Council. Capital purchases, not otherwise funded through an approved budget, shall require City Council approval.
- The City will coordinate development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- The City will use inter-governmental assistance to finance only those capital improvements that are consistent with the capital improvement plan and City priorities, and whose operating and maintenance costs have been included in operating budget forecasts.
- The City will maintain all its assets at a level adequate to protect the City's and its citizens' capital investment and to minimize future maintenance and replacement costs.
- The CIP may be amended throughout the year by the City Council.

DEBT POLICIES

The City of Mankato traditionally issues debt on an annual basis. The debt policies provide a framework for managing the City's debt-funded capital financing activities in a way that balances costs to current and future taxpayers without endangering essential City services. The policies include:

- The City will confine long-term borrowing to capital improvements, equipment or projects that have a life of more than 5 years and cannot be financed from current revenues. The City shall not use long-term debt to finance current operations.
- The City may issue debt under the City Charter. Charter Bonds may be issued in an amount equal to ¼ of 1% of the assessed valuation of the City in any calendar year without approval of voters in a referendum election (Section 6.15 of City Code).
- The Department of Finance may recommend the issuance of tax increment bonds. If the City of Mankato has entered into a tax increment financing (TIP) plan with a developer that identifies TIP bonds as a financing source, then a determination is made to either issue the bonds or internally finance the project. TIP bonds are only issued if a TIP Plan document identifies bonding as a finance source.
- The Department of Finance may recommend the issuance of revenue general obligation bonds if the City intends to pledge the revenue of a particular fund.
- The City's Department of Finance in conjunction with its municipal advisor will review all outstanding debt annually for refinancing opportunities.
- Net general obligation debt (debt outstanding less sinking funds and reserves) will not exceed the statutory limit of 3% of the estimated market value of taxable property in the City as required by Minnesota Statute, Section 475.53.
- Where possible, the City will use special assessment, revenue (including G.O. backed revenue) or other self-supporting type bonds instead of general obligation bonds.
- The City will strive to keep the total maturity length of general obligation bonds below 20 years. In all cases, the maturity shall be shorter than the life of the related assets.
- The City will maintain regular communications with bond rating agencies about its financial condition and will follow a policy of full disclosure in every financial report and bond

prospectus. The City will comply with the Securities Exchange Commission (SEC) reporting requirements.

- The Finance Director will maintain a record of all outstanding debt service principal and interest and funding sources.
- The City's financial team for the issuance of debt shall consist of the City Manager, Finance Director, applicable department management (related to the projects to be financed), City Legal Counsel, designated bond counsel and municipal advisor in order to effectively plan and fund the City's capital investment projects.
- The City shall comply with IRS regulations concerning use of, and reinvestment of bond proceeds. The City shall monitor and comply with IRS regulations with regard to potential arbitrage earnings. If arbitrage earnings are believed to be above amounts provided by IRS regulations, the City will set aside earnings in order to pay the appropriate amount to the federal government as required by IRS regulations.
- The City shall provide full secondary market disclosure related to outstanding debt.

FUND BALANCE

Fund balances and targets provide financial flexibility that allows for wise short and long term financial planning. Adequate fund balances provide the City with options to respond to many issues and afford a buffer against shocks and other forms of financial risk. A fund balance policy helps the organization when it is necessary to address a financial downtown or wisely plan for the use of additional funds.

Reasons to adopt targeted fund balances:

- **Plan for Contingencies** - Although a budget should be a well thought out plan to provide services, build and maintain amenities over the short term and plan for expansion in the long term, there is no guarantee that anticipated revenue or planned expenses will match or meet needs each year. Portions of the budget rely on more elastic revenue sources – such as sales tax and state shared revenue – which results in a volatile revenue structure. Additionally, local events such as closure of a major employer, or a downturn in building and property value growth can also negatively affect revenues. Further, there are a number of funds and projects that rely on federal and state revenue sources either for grants or other funding, which could be diverted if there is a nationwide economic swing. Finally, extreme events like major winter storms, flooding or tornado can increase operating or capital costs.
- **Maintain or Improve Bond Rating** - Bond rating agencies evaluate several financial indicators to assess the fiscal health of the city and overall economic health of the broader community. An adequate level of fund balance is considered a sign of creditworthiness because it enhances the city's ability to repay debt on time and in full despite economic or other financial pressures. Fund balances should be maintained at an appropriate level considering the unique characteristics of each government's regional attributes. Rating agencies generally view sudden, unplanned drops in fund balances unfavorably. Planned financial expenditures and sound guidelines for financial sources and uses mitigate changes in fund balance, market volatility, and revenue structure that is sometimes out-

side of the city's direct control.

- **Mitigate Interest Expenses** - There are two main methods for avoiding interest expense through the use of fund balance reserves; (1) internally finance projects using available reserves rather than issuing debt, and (2) cover ongoing expenditures when revenue is unavailable using fund balance rather than delaying or financing projects that would otherwise be fundable. Paying for projects as you go allows government more spending flexibility because less revenue is used to meet future debt service obligations. The city has typically set aside capital replacement funds to pay for equipment, vehicles, and building improvements from existing resources, used 10-year debt issuances for ongoing surface transportation repair, replacement and expansion, and only accessed large longer term issuances for very large projects (Grand Hall, Civic Center, etc.)
- **Generate Investment Income** - Treasury management occurs throughout the year to assure that available fund balance can be invested with a priority on liquidity, financial strength of the creditor, diversity of the portfolio, and finally yield. A well-planned program that can rely on a known amount of cash on hand to invest can provide additional revenue to supplement annual recurring revenue streams. This revenue can help to add to fund balance or fund occasional needs.
- **Ensure Cash is Available when Revenue is Not** - Assuring a fund balance reserve policy is in place and followed allows the city to assure funds are available during periods of the year when revenue inflow is slow but expenditures remain steady. For example, the city relies heavily on local property tax and state funded local government aid. These two sources make up almost 75% of the general fund budget but are received only twice each year. There are numerous funds that rely on cash flow available from reserves to maintain operations (and pay for ongoing cost) while awaiting annual or biannual payment streams. Maintaining adequate reserves that account for inflow and outflow patterns provide balance for known seasonal differences in revenue availability.

Fund Balance Reserve Targets:

Governmental Funds for governmental activities

- General Fund – Maintain a minimum unrestricted fund balance of 40-55% of the next year's budgeted expenditures. This assists in maintaining adequate levels of fund balance to provide for cash flow requirements and contingency needs because major revenues, including property taxes and other governmental aid are received in the second half of the fiscal year requiring all prior expenses to cash flow.
- Debt Service Fund - The debt service fund accounts for resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds. This fund is the source for surface transportation projects, community investment plan (CIP) and special revenue projects. There is no targeted fund balance, but rather a target of providing 30% of property tax levied for debt service and capital projects.

Nonmajor Capital Project Funds - Created to account for all resources used for the acquisition of capital facilities by a governmental unit or tax increment except for those financed by enterprise

funds. There is no fund balance target but the source of funds must be sufficient to repay the capital project within the identified time period. Expenditures from the project fund are held as a liability to the source fund until the project is complete and the liability is paid to make the source fund whole. Once this occurs the project fund is closed.

Special Revenue Funds – Created to account for specific revenues that are legally restricted to expenditure for particular purposes. There is no fund balance target because the source of funds may only be expended for the specific purpose and expenditures are only made if funds are available for the specific purpose. Essentially, these funds are self-balancing.

Internal Service Funds

- Central Garage: This fund accounts for the maintenance of vehicles in the city fleet and recommendation and purchase of essential vehicles. The primary source of revenue is cost reimbursement from other city departments related to service provided, primarily gas and oil, parts and labor necessary for maintenance and operation of the fleet. The targeted fund balance is three months operating expense.
- Equipment replacement: This fund provides the necessary resources to replace the City's major equipment and vehicles in a manner to assure the longest useful life for the related service area. The most significant revenue source is cost reimbursed from other departments based on depreciated asset life of the assigned vehicles and equipment. The targeted fund balance is two years of operating and capital expense.
- Administrative Services: This fund accounts for the cost of providing administrative services to all functions of the City. The fund also maintains the Pension Liability reported as part of GASB. The primary source of funding is cost reimbursement from other city departments and agencies that are provided service. The fund balance target is ____% Pension Liability and 6 months operating expense.
- Central Insurance: This fund accounts for all activities related to the group health insurance plan which is self-insured by the city. The source of funds are costs reimbursed by other departments related to pay premiums associated with personnel allocated to each department. The targeted fund balance is 100% of the average of the 10 largest claims received in the last two years, 100% of IBNR plus a premium stabilization fund of not less than 20% of future year premiums.
- Capital Replacement (Building Fund): This fund accounts for capital replacement of the public works, IGC, and public safety center facilities. The source of funds are transfers from the departmental budgets that use the facilities. The targeted fund balance is 25% of the annual transfer.
- Parks Capital Replacement: This fund accounts for a general fund transfer made annually which provides resources to maintain, replace, and enhance neighborhood parks. The fund balance target is 25% of the annual transfer.

Major Enterprise Funds – This set of funds comprise the major utilities operated by the City. In addition to the funds below, The Utility Operations Fund accounts for the administration and oversite of all functions of the Utility Department. The primary revenue source is the fixed cost

of service charge for water and wastewater. The targeted fund balance is three months of operating expense.

- Water Utility: The Water Operations Fund accounts for costs associated with the water utility, including treatment, maintenance and storage, insuring that user charges are sufficient to pay for related costs of service. The primary revenues are fees for the sale and provision of water. The targeted fund balance is three months of operating expense and one year of debt service.
  - Water Fund
  - Water Capital Improvements Fund
- Wastewater Plant Fund: The Wastewater Treatment Plant Fund accounts for costs associated with the processing of all wastewater treatment including city and customer communities and insures that user charges are sufficient to pay for related costs of service. The targeted fund balance is three months of operating expense and one year of debt service.
  - Wastewater Plant Fund
  - Wastewater Plant Capital Improvement Fund
- Wastewater Collections Fund: The Wastewater Collections Fund accounts for costs associated with city of Mankato wastewater customer costs and insures user charges to cover the cost of service. The major revenue within this fund is generated from consumption fees paid by customers. The targeted fund balance is three months of operating expense and one year of debt service.
  - Sewer Collection
  - Sewer Collection Capital Improvement Fund

Non major Enterprise Funds

- Stormwater Fund: This fund accounts for the cost of drainage operations and capital repair. The fund balance target is 25% of average annual capital expense.
- Refuse Fund: This fund accounts for the cost of refuse collection, recycling collection, and landfill fees. The targeted fund balance is three months of operating expense.

Sales Tax Fund (Sales Tax Policy) – The sales tax fund accounts for all activity associated with collecting and expending Sales Tax dollars. Revenue is from sales tax and vehicle taxes collected. The Fund balance target is one and one half year's debt service.

- Airport Capital Replacement (Sales Tax) – This fund holds transfers from the Sales Tax Fund intended to pay for the ongoing capital repair and replacement of the Airport. The targeted fund balance is two years Sales Tax transfer.
- Parking Capital Replacement (Sales Tax) – This fund holds transfers from the Sales Tax Fund intended to pay for the ongoing capital repair and replacement of City Parking Ramps. The targeted fund balance is two years Sales Tax transfer.
- Riverfront Park Capital Replacement (Sales Tax) – This fund holds transfers from the Sales Tax Fund intended to pay for the ongoing capital repair and replacement of Riverfront Park. The targeted fund balance is two years Sales Tax transfer.
- Civic Center Capital Replacement (Sales Tax) – This fund holds transfers from the Sales

Tax Fund intended to pay for the ongoing capital repair and replacement of the Civic Center. The targeted fund balance is two years Sales Tax transfer (excluding the transfer for FF&E).

- Civic Center/Arena Operations Fund – This Fund accounts for the operating revenues and expenses of the Civic Center. The fund holds prior year liabilities for capital projects and operating deficits. Eligible expenses are being reimbursed with future sales tax. Expenses that became ineligible due to the change in state authorized use of the tax will be funded with future transfers of available revenue. The fund balance target is 3 months operating.

Fund Balance Classification and Use, Generally

Fund balance is divided into five classifications based primarily on the extent to which the city is bound to observe constraints imposed upon the use of resources reported in the governmental funds. These classifications are defined as follows.

Nonspendable fund balance – amounts that are not in spendable form (e.g., prepaid items and inventories of supplies). Resources that must be maintained intact pursuant to legal or contractual requirements are also considered nonspendable.

- Restricted fund balance – amounts subject to externally enforceable legal restrictions (creditors, grantors, contributors, and by law through constitutional provisions or enabling regulations).
- Committed fund balance – amounts that can be used only for specific purposes determined by a formal action of the government's highest level of decision-making authority (City Council). Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally. The City Council must take action on these commitments before year end.
- Assigned fund balance – amounts a government intends to use for specific purpose; intent can be expressed by the government body or by and official or body to which the governing body delegates the authority. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or limited. The authority to "assign" fund balance is delegated to the City Finance Director.
- Unassigned fund balance – This includes all spendable amounts not contained in the other classifications and, therefore, not subject to any constraints. Only the General Fund can report a positive amount of unassigned fund balance.

Restricted amounts are considered to be spent first when both restricted and unrestricted fund balance is available. Additionally, the city would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

INVESTMENT POLICIES

This policy has been developed to serve as a reference point for the management of city assets. It is the policy of the City to invest public funds in a manner which provides for the following in

order of importance: Safety; Liquidity; and Yield (return on investment) that conforms to all federal, state and local regulations governing the investment of public funds. All investments purchased by the City are expected to be held until maturity. The City will invest in securities that match the City's operational, short-term and longer term core reserve needs.

This Investment Policy applies to all financial assets of the City. All cash and investments are pooled together to achieve economies of scale for each entity.

Investments shall be made with judgment and care under circumstances existing at the time the investment is made. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. The prudent person standard requires that a fiduciary exercise discretion and average intelligence in making investments that would be generally acceptable as sound. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse situations. Investment procedures developed for the Finance Department must be complied with by those with access to and management responsibilities for City investments.

Funds of the City will be invested in accordance with Minnesota statutes 118A. The objectives (and priorities) of the investment policy shall be safety, liquidity, yield, and marketability (in that order). The investment portfolio shall be managed in a manner consistent with these objectives and priorities.

Objectives

The primary objective of the City of Mankato's investment activities shall be:

- Safety - Safety of principal is of critical importance to the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
  - Credit Risk - the risk of loss due to failure of the security issuer or backer will be minimized by:
    - Limiting investments to the types of securities listed under “Authorized and Suitable Investments” of this investment policy.
    - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which the City will do business
    - Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized. Insurance or collateral may be required to ensure return of principal.
  - Interest Rate Risk - the risk that the market value of securities in the portfolio will fall due to changes in market interest rates will be minimized to:
    - Provide for liquidity by reviewing cash flow requirements and make investments

to meet the shorter cash flow needs, thereby avoiding the need to sell securities in the open market prior to maturity.

- Manage the average maturity of the overall portfolio to be consistent with the risk profile of the City not to exceed 3.5 years, excluding investments matching longer term debt.

- Liquidity - The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements as reasonably anticipated. The portfolio will be structured so that the liquid component, a minimum of five percent of total investments, of the portfolio will be invested only in short-term securities maturing in less than thirty days. Additionally, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Furthermore, a portion of the portfolio may be placed in money market mutual funds or local government investment pools which offer same day liquidity for short-term funds.
- Yield/Return on Investment - The City's investment portfolio shall be designed with the objective of attaining a market rate of return. The core of investments is limited to low-risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions:
  - A security with declining credit may be sold early to minimize loss of principal.
  - A security swap that would improve the quality, yield, or target duration in the portfolio.

Liquidity needs of the portfolio require that the security be sold.

For diversification purposes, the assigned percentage reflects the maximum percentage allowed (for each category) within the total investment portfolio. There is no mandated requirement for assets to be invested in any of the categories as listed below:

Demand Deposits (FDIC or NCUSIF backed) checking accounts	75%
Time Deposits (FDIC or NCUSIF backed)	100%
Municipal Depository Funds (Local Government Investment Pool)	50%
Super NOW Accounts (FDIC or NCUSIF backed)	50%
Certificates of Deposit (FDIC or NCUSIF backed)	50%
Sweep Accounts	50%
Commercial Paper (Rating of A1, P1, or F1)	50%
Repurchase Agreements (30 day maturity & FDIC backed)	50%
Federal Government Direct Obligations	100%
Federal Financing Bank Obligations	100%
Government Sponsored Securities	100%

The Finance Director will select a preferred maturity period when evaluating a potential investment. This date will consider either potential cash flow requirements or conformance to a maturity guideline. When selecting certificates of deposit, the Director will inform the financial

institution if pledged collateral will be required prior to obtaining an interest rate quotation. If no specific maturity or cash flow need is required, then the market trend or yield curve may be used to determine an advantageous maturity.

The Director will attempt to maintain a minimum of thirty days cash flow requirement in the master checking account or a government approved money market fund. Available funds exceeding the thirty day cash flow requirements will be defined as "available excess funds" subject to the following desired maturity schedule. The following guidelines may be deviated from if so directed by the City Manager. The available excess funds shall be scheduled to coincide with projected cash flow needs.

Maturities in this category shall be timed to comply with the following minimum guidelines:

Under 1 year	10% minimum
Under 2 years	30% minimum
Under 3 years	50% minimum
Under 4 years	60% minimum
Under 5 years	70% minimum
Under 10 years	80% minimum
Under 15 years	90% minimum
Under 20 years	100% minimum

If at the end of any fiscal year the above minimum percentages are exceeded the Director shall execute all new investment transactions in shorter term instruments until the minimum standards are met.

Investments for the City, as well as for its component units, are reported at fair value. The broker cash funds operate in accordance with appropriate state laws and regulations. The reported value of these funds is the same as the fair value of the shares.

The Minnesota Municipal Money Market Fund (4M Fund) is regulated by Minnesota Statutes and the Board of Directors of the League of Minnesota Cities and is an external investment pool not registered with the Securities Exchange Commission (SEC) that follows the same regulatory rules of the SEC under rule 2a7. The city's investment in this trust is measured at the net asset value per share provided by the pool which is based on an amortized cost method that approximates fair value.

Delegation of Authority

- Management responsibility for the investment program is delegated by the City Manager to the Finance Director, who shall establish written procedures for the operations of the Investment Program consistent with this Investment Policy. The Finance Director, with assistance from finance department staff, shall:
- Monitor performance of the investment portfolio;

- Ensure funds are invested in accordance with the policy;
- Analyze, recommend and implement policy and operational procedures that will enhance the City's investment program;
- Ensure that proper internal controls are developed to safeguard investment assets.
- No person may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Finance Director. The Finance Director shall be responsible for all investment transactions and shall establish a system of internal controls to regulate the activities of subordinates.

Ethics and Conflicts of Interest

The City Manager, Finance Director, and Finance staff involved in the investment process shall refrain from conducting personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment staff shall annually disclose to the City Clerk any material financial interests as required by state statute. Investment staff shall subordinate their personal investment transactions to those of the City, particularly with regard to the time of purchases and sales, and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

Prohibited Investments and Transactions

Prohibited investments include inverse floaters, range notes, interest only strips derived from a pool of mortgages (collateralized mortgage obligations), and any security that could result in zero interest accrual if held to maturity.

Specifically restricts:

- Obligations whose coupon payments are determined largely or entirely by an embedded range accumulation option. For example, range notes; these securities are used primarily to enhance interest rates when an investor is confident in a forecast.
- Obligations whose payment represents the principal stream cash flow from underlying mortgage backed securities collateral. For example, Collateralized Mortgage Obligations (CMO).
- Obligations that the interest rate and principal repayment adjusts opposite to the changes in the market. For example, inverse floaters.
- Obligations that under certain environments may pay no interest. For example, principal only securities.
- Obligations that have a maturity that will extend longer than five years under certain rate environments. For example, mortgage backed securities. Additionally, mortgage-backed securities that are defined as high risk or in certificates of deposit secured by letters of credit issued by federal home loan banks are not permissible investments.

Investment Policy Adoption

The City's Investment Policy shall be adopted by resolution by the City Council. The Policy shall be reviewed on a biannual basis by the Finance Department and any modifications made thereto must be approved by the City Council. The Investment Policy will be consolidated within the Financial Management Policy.

PURCHASING POLICY

Employees will be responsible for creating a requisition for each accounts payable purchase. Each requisition will require vendor and purchasing information from the user. Users may enter multiple line items or purchases within a single requisition, as long as the said items are from the same respective vendor.

Purchase Cards:

Purchase cards will be issued to departments and various divisions as deemed necessary for use during emergencies, employee travel, online purchase(s) or unpredictable circumstances. Each purchase card, unless otherwise authorized by the City Manager, will contain a maximum limit of $1,000 per purchase, with a total monthly transaction limit not to exceed $5,000. It shall be the purchase card user's responsibility to submit all receipts associated with the card within 72 hours of purchase, or in the event of business travel, 72 hours from the time a user returns to their primary work location.

Purchase cards should not be utilized for any purchase of goods and/or services associated with contracts, inventory items, PayPal/EBay, or unapproved travel related expenditure as outlined in the City of Mankato Personnel Policy.

Purchase cards should not be used for personal use. Failure to adhere to the provisions associated above will result in additional user(s) training and/or revoking utilization of city of Mankato p-cards.

Wire Transfers:

All wire transfers are executed by the Finance Director and approved (via phone call from the financial institution) by the staff accountant. A security code is required by the financial institution prior to executing any wire transfer. All wire transfers are entered into the ledger system electronically by the Finance Director. All wire transfers are then approved by the City Manager through the accounts payable software.

Bank Transfers:

The City's Ledger system classifies certain activities as bank transfers. These entries, in essence, are the execution of ACH debit activity or EFT debit activity to certain vendors as required. The Finance Director enters all bank transfer activity electronically into the accounts payable software. All bank transfers are approved through the electronic approval process set up in the accounts payable software.

TRAVEL POLICY

It is the purpose of this policy statement to establish adequate internal controls to satisfy Internal Revenue Service (IRS) regulations, State laws, and to provide a framework to use as a guide to prescribe circumstances for which travel reimbursements or travel purchasing card transactions will be authorized. Employees are expected to utilize the same care when incurring official expenses that a prudent person would utilize if traveling on personal business.

City Reimbursement of Travel Costs

The City encourages the development of an employee's skills and knowledge when it is determined by the Department Director to be directly related to an employee's position. Employees shall receive approval prior to participating in training.

Work Schedules

The Department Director will make every effort to arrange for work schedules around training course schedules in a manner where there will be no disruption of service. Employees are encouraged to take training courses outside of their work schedule whenever possible.

If an employee has adjusted his/her work schedule to attend an ongoing class during their normal work hours, they must obtain written approval of the work schedule adjustments from the Department Director. A copy of the document outlining the adjusted work schedule and the Department Director's written approval must be filed in the City's personnel file for the specific employee. Each Department Director is responsible for obtaining approval from the City Manager for such changes.

Reimbursement

Within budgetary constraints, the City will reimburse an employee for full or partial cost for successful completion of approved related or required training. All training is subject to supervisory approval. Successful completion means that the employee receives certification or a score that the training organization classifies as passing. The City will not reimburse an employee for college tuition or training costs for unrelated or elective course work. In addition, the City will not reimburse special class fees, activity fees, book fees, and/or cost of supplies.

Upon approval, employees in travel status may be reimbursed for expenses described below in the amounts actually incurred, not to exceed any maximum amounts specified in the Expense Reimbursement Schedule. This schedule will be updated annually and distributed to department supervisors. Reimbursable expenses may include, but are not limited to, the following: Mileage for use of privately owned vehicles, commercial transportation (air, taxi, rental cars, etc.), meals, lodging, parking, and baggage handling.

To receive reimbursement for the outlined expenses, a receipt must be submitted with the reimbursement form where possible. Receipts must be submitted for reimbursement for lodging and

airfare. Requests for reimbursement generally should be submitted no later than one hundred twenty (120) days from the date the expense was incurred.

(1) Automobile Travel. Employees shall use a City vehicle for all travel within the State of Minnesota except when authorized or instructed to use their own vehicle. An employee electing to use their personal vehicle when a City vehicle is available does so at their own risk and shall not be reimbursed. The City shall not be responsible for any damage to the employee's vehicle or any other vehicle if the employee elects to use their own vehicle when a city vehicle is available. This provision does not apply to those employees who receive a car allowance.

(2) Mileage. Employees shall be reimbursed at the current IRS rate for each mile driven on City business, while using a non-city furnished vehicle. Reimbursement will not be made when a City vehicle is available. Toll charges shall be reimbursed.

(3) Lodging: Hotel/Motel. Employees are encouraged to select the least expensive lodging within a reasonable proximity of the activity if not staying at the training/conference site. If the cost exceeds the maximum reimbursement rate, reimbursement must be approved with prior authorization from the appropriate Department Director. Reasonable costs and gratuities for baggage handling will be reimbursed.

(4) Meals and Gratuities. Employees shall be reimbursed at the rate specified in the Expense Reimbursement Schedule for daily allowable meals and gratuities. When on travel status for more than one day, meal reimbursements for meals may be combined, but in no circumstances will there be reimbursement of greater than the sum of the reimbursement maximums for the three daily meals. Breakfast reimbursements may be claimed if the employee is away overnight. Lunch reimbursements may be claimed if the employee is in travel status more than 35 miles away from his/her normal office or is away from home overnight.

Dinner reimbursements may be claimed if the employee cannot return home until after 8:00pm or is away from home overnight.

(5) Alcoholic Beverages. There will be no reimbursement for alcoholic beverages.

Meetings

The City Council and/or staff will not hold breakfast, luncheon, or dinner meetings at the expense of the City except where, in their opinion, they provide an advantageous setting for conducting business with visitors, commissions, or committees not practical under other conditions or when the amount or type of business necessitates working through meal times.

(1) Food Expense Allowed. Whenever it is in the best interest of the City and a public purpose is served, the

employee shall be reimbursed for expenses incurred for meals for themselves, visitors, and/or other guests.

(2) Commissions and Committees. Commissions and committees created by the City Council or appointed under State or Federal law may incur no food or entertainment expense unless specifically authorized in the regulations under which they are operating or by special designation by the City Manager.

(3) Parking. Parking fees are reimbursable. Parking costs will not be reimbursed for storing an employee's vehicle at the airport.

Out-of-State Travel

Out of state travel will be restricted to City Council members, the City Manager, and Department Directors except under extraordinary circumstances. Exceptions must receive prior approval from the City Manager. No retroactive approvals shall be made. Requests for exception from this provision must be submitted by Department Directors annually for regularly scheduled events to the City Manager, even if portions of the identified training may be reimbursed by outside entities. The request should include a budget for the out of state travel identifying all expenses, including compensation for staffing coverage, compensatory time, vehicle rentals, meals, lodging, and other related travel expenses. Requests must be submitted to the City Manager by the Department Director at least sixty (60) days in advance of the training for incidental events.

Air Travel

Employees and officials shall be reimbursed for the lowest cost air transportation when it is used for out-of-state travel. No reimbursement will be made for Business or First Class travel. Reasonable costs and gratuities for baggage handling will be reimbursed.

Alternate Travel

If an alternate form of transportation (i.e., train bus, etc.) is used, approval for reimbursement will be subject to approval by the Department Director and the City Manager. Approval is unlikely if direct and indirect costs exceed the cost of air travel. Reasonable costs and gratuities for baggage handling will be reimbursed.

International Travel

International travel will be restricted to the City Manager and City Council members. No exceptions shall be made to this policy.

Spouses / Companion Travel

A spouse or other individual may accompany a City employee at the employee's expense. Travel expenses will not be reimbursed if incurred by a spouse or other individual accompanying an employee on business.

PROCEDURES

Reporting & Recordkeeping

The Banks and Investment Companies are required to provide a monthly statement identifying all holdings and all transaction activity. Investment statements are reconciled each month by the staff accountant as part of the reconciliation process.

The investment securities in the portfolio are marked to Market on a quarterly basis. This action is performed by the Finance Director. A spreadsheet identifying all securities in the portfolio is used to balance to the General Ledger.

The Department of Finance maintains all monthly Broker Dealer statements. In addition, all transaction activity is kept in a separate file. The Department maintains spreadsheets of all investment securities in the portfolio. An annual recap is calculated for accrued interest. A separate spreadsheet that recaps all General Ledger activity by month is also maintained. A master listing of principal cash flows is kept on a spreadsheet. The Finance Department maintains a listing of all securities by full maturity (with the next call date -if any).

Requisition Approval Process:

Once a requisition is created it will go through a workflow approval process. Each department is responsible for establishing their own workflow approval process. Department Heads may assign authorization to approve requisitions based on each budget roll-up group. If sufficient funds are available in the line item, the transaction is approved if less than $500.

All purchase orders over $1,000 will require approval by the City Manager or his/her designee. The City Manager or his/her designee will approve purchases over $1,000 on a daily basis. All purchase orders are approved by the Finance Director or his/her designee.

Requisition Variance:

In the event, a vendor's invoice is received that is in excess of $1,000 and/or 10% of the approved requisition amount, it shall be deemed null and void. To correct, a user must adjust the amount of the goods/services within the purchase order and resend it through the approval process. This is to include various tax and freight fees.

Purchase Orders:

Once a requisition has been approved through the appropriate workflow, a notification will be sent to the originator of the requisition. At such time, the originator or their designee shall be responsible to convert the requisition into a purchase order.

Receiving Document:

After an invoice is received from a vendor it will be the user's responsibility to create a receiving document to ensure accurate receipt of goods. After which, a user or their designee shall print a

bar code and place it on the first page of the vendor invoice and to scan the invoice into Tyler Content Manager (TCM). Thereafter, the Accounts Payable Clerk will release funds and pay invoice.

Expense Vouchers:

Expense Voucher reimbursements are created based upon travel information supplied by the employee. Each employee is required to submit the actual invoice for lodging and airfare per city policy. Meal reimbursement invoices may be required by the respective department head. Meal reimbursements for employees are limited to the amounts listed in the city policy. Employees may exceed the meal reimbursement limits if the department head expressly communicates that as such on the electronic expense voucher. Each employee must submit their own expense voucher for reimbursement. Expense vouchers must not co-mingle the expenses of more than one employee. Each department is responsible for compliance to city policy. Expense vouchers are reviewed for compliance internally by key personnel identified through the workflow and approval hierarchy established within the financial software. Expense vouchers not in compliance with city policy will be denied & sent back to the originator for re-submittal.

Payment Process:

All payments (purchase orders, wire transfers, bank transfers, and expense vouchers) are coordinated and prepared for payment by the Accounts Payable Clerk. All records are balanced prior to processing checks. Utilizing the Accounts Payable software, the Accounts Payable Clerk accesses the check stock and executes the check run. The check run is verified by a check and balance system to match against a computerized edit generated by the software.

Records:

All disbursements entered into the accounts payable system are scanned & archived into the imaging software by either the Operations Assistant or the Accounts Payable Clerk. All original documents are then kept in storage for a minimum of two years after the year of the fiscal year. The imaging system can be accessed via the On-Base software maintained by the City Information Technology staff.

Use Tax:

The Accounts Payable Clerk reviews disbursements to determine if the State Use Tax should be applied. The Use Tax is applied & processed by the Accounts Payable Clerk. The Finance Director files the monthly Sales Tax Report & assures that the Use Tax applied is reported & paid to the MN Department of Revenue.

1099 Reporting:

All 1099 Reports are prepared by the Accounts Payable Clerk.

Checks:

All accounts payable check stock are kept in a fire resistant file & stored in a separate room in the Finance Department. The room is locked & has limited access. The Accounts Payable Clerk, Staff Accountant, & Finance Director have access to the room.

Oversight:

The City Council is provided an electronic PDF file of all disbursements. The PDF file is organized alphabetically by vendor as well as by fund.

Sales Tax Policy

Sales Tax policy considerations related if approved sales tax extension/expansion is granted:

Related to New Capital Constructions:

- Any new construction, expansion or improvement being underwritten by sales tax proceeds should require the following:
  - That the Council be provided information which outlines the anticipated operational costs associated with the improvement. This information should highlight anticipated sources of operational revenue. *Should any of the operational revenue be reliant on levy or general fund revenues, specific notation of this should be made in materials presented to the council and made available for public review.*
  - If operational revenues are derived by a non-related entity to the City, all agreements to that effect should be presented to the governing body before access to sales tax dollars be officially offered for consideration. Included in this should be:
    - Details that provide the length of the financial commitment by the third party and
    - Amounts of the financial assurances committed by the third party.
    - Contracts/lease agreements if applicable
    - Information related to whom responsibility for capital replacement, improvements and/or enhancements will fall. Should the City absorb or maintain any fiduciary responsibility related to post-construction capital improvements or depreciation then a plan providing where the source of those dollars shall come from should be provided at the time of consideration.
  - **If state or other governmental appropriations are used in conjunction with the sales tax,** appropriations received either through grant or bonding are to be used as matching or primary funding source for a new construction project then:
    - If dollars have been officially approved for usage by statue or official agreement at the time the request has been presented to the Council, then apply other protocols listed.
    - If dollars are to be requested or are in consideration of being requested then the Council, prior to receiving a request seeking such dollars, should receive details related to ownership post-construction, depreciation – repair party responsibilities and post-construction operational understandings. Any place-holder dollars used to secure bonding or act as pledge/grants from the sales tax need to be recognized within the sales tax budget structure and notated as unencumbered and available for the purpose of the project. **A time stamp should be placed as to when those dollars would no longer be unencumbered and updates as to the status of the unencumbered dollars should be presented annually in sales tax budget documents.**
  - Any commitment by the City to absorb operational responsibility for any new constructed facilities where construction or expansion dollars are provided by the sales tax should be outlined and provided prior to the governing body making such provi-

sions possible.

- Any new construction or expansion not affiliated with any previously owned city asset at the time of referendum passage related to the extension and expansion of use of the local option sales tax should require a "super majority" vote for approval as identified as five of seven members of the Mankato City Council, provided the following apply:
  - Any cash payment appropriation from either/or sales tax cash reserves or current budgeted fiscal year sales tax receipts that in aggregate reach or exceed $750,000 for any specified project
  - Any bond issuance underwritten by Mankato local option sales tax dollars where the indebtedness and interest charges will equal $1.5 million or greater.
- Any improvement or capital expansion of a facility owned by the City of Mankato at the time of referendum and statue approval for use related to the extension and expansion of use of the local option sales tax shall not require a super majority approval but will be subject to all other provisions highlighted.

Part of the annual City Budget

- Provide information related to the special accounts associated with holding proceeds and expenditures made from sales tax proceeds
- Provide within the annual document
  - Updated cash balances held within the fund
  - Expenditures made since previous update
  - Remaining balances of bonds outstanding as of previous update, listed separately
  - End date of each separate bond underwritten by sales tax proceeds and bond schedule showing interest rates of each bond
  - Anticipated Capital Expenditure requests within the CIP provided for upcoming budget to be financed by sales tax proceeds
  - Remaining available dollars as permitted by most recent statute
  - All depreciation accounts associated with funding by Sales Tax
  - Listing of all dollars held as "unencumbered" for budget purposes

Inclusion into next Debt Management Survey

- Outlier attached as an addition to the "Capital Funding Strategy". This outlier will explain the stated objectives of utilizing the sales tax to pay for bond issuance where it is the primary or sole source of revenue for repayment.
- Attach within the Debt Management Survey the following:
  - Most current to date information that shows outstanding indebtedness to bonds issued per sales tax repayment, assessments of future obligations.



Glossary

Glossary

Accrual Basis – The basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received, regardless that the receipt of cash or the payment of cash may take place in another accounting period.

Adopted Budget – The financial plan of revenues and expenditures for a fiscal year as adopted by the City Council.

Appropriation – A specific amount of money authorized by the City Council, generally during adoption of the annual budget, used to make expenditures for specific purposes.

Assessed Valuation – A value established by the City Property Appraiser for all real or personal property for use as a basis for levying property taxes.

Balanced Budget – When expenditures are exactly offset by an equal amount of revenue.

Bond – A written promise to pay a sum of money on a specific date at a specified interest rate as detailed in a bond resolution.

Budget – Line item revenue estimates and appropriations adopted by City Council for the following year.

Budget Adjustment – A revision to the adopted budget occurring during the fiscal year as approved by the City Council by an amendment or a transfer.

Budget Calendar – The schedule of key dates involved in the process of adopting and executing an adopted budget.

Capital Improvement Program (CIP) – A five-year plan for proposed capital improvements. Also called Community Investment Plan.

Capital Outlay – Purchase of fixed assets that have a value of $10,000 or more, and a useful life of more than four years.

Certified Levy – Total tax levy of a jurisdiction which is certified to the County Auditor.

Carry-Over – Re-appropriation of budget authority for an expenditure to the following year to allow completion of the project. Carry-overs require City Council approval.

City Council – The elected body of members making up the legislative arm of the local government in Mankato.

Contingency (or Undesignated Appropriations) – 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 fund also serves as a hedge against shortfalls in revenue.

Deficit – The excess of expenditures over revenues.

Department – Basic organizational unit of City government responsible for carrying out related functions.

Division – Basic organizational unit of City government that is functionally unique in its service delivery.

EBT – (Electronic Benefit Transfer) A method of electronically issuing food stamp benefits.

Encumbrance – An account used to record the estimated amount of purchase orders or contracts chargeable to an appropriation. The account is credited when goods or services are received and the actual expenditure of the appropriation is known and recorded.

Enterprise Fund – A fund in which the services provided are financed and operating similarly to those of a private business enterprise, i.e., through user fees.

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 (Expense) – Decreases in financial resources other than through interfund transfers.

Five-Year Model – A planning tool used to assess the opportunities and challenges of future budget years based on scenarios of the current budget year.

Fund – An independent fiscal and accounting entity which is segregated for the purpose of performing specific activities or achieving certain objectives.

Fund Balance – Difference between fund assets and fund liabilities (the equity) in governmental funds. Fund balances will be classified as reserved or unreserved.

Reserved Fund Balance – Legally segregated for specific use. They are not available for discretionary appropriation.

Designated Funds – Establish tentative plans for, or restrictions on, the future use of financial resources.

Undesignated Fund Balance – The funds remaining after reduction for reserved and designated balances.

In addition, many of the special funds have restricted use, depending on the legal restrictions governing the levy of the funds they contain. Examples are the Debt Service Fund and the Capital Projects Fund.

Full-Time Equivalent (FTE) – Equivalent of one employee working fulltime, or 2,080 hours per year. An FTE can be filled by any number of employees whose combined hours total 2,080 per year.

GASB (Governmental Accounting Standards Board) – It is the highest source of accounting and financial reporting guidance for state and local governments.

General Fund – The governmental accounting fund supported by ad valorem (property) taxes, licenses and permits, service charges and other general revenues to provide city-wide operating services.

GFOA (Government Financial Officers' Association) – The professional association of state and local finance officers in the United States who are dedicated to the sound management of government financial resources. The association sets program standards for GFOA's Certificate of Achievement for Excellence in Financial Reporting.

GIS – Geographic Information Services.

Indirectly Funded Amount – The portion of appropriations not funded by program revenues such as fees and grants. The portion is funded form shared revenues such as property tax, intergovernmental revenues or a City-wide fee not directly attributable to any one program.

Levy – To impose taxes, special assessments, or service charges or the amount of those taxes, assessments or charges.

Local Performance Aid – A state program for cities and counties that is intended to provide an incentive for local governments to develop and maintain performance measurement systems.

Major Account Series – Three classifications of expenditures made by the City include:

Salaries, wages and benefits – Costs relating to employees or temporary help, including fringe benefits.

Materials, supplies and services – Costs relating to articles of a non-durable nature such as office supplies, professional and technical services, utilities and maintenance, operations and City support services.

Capital Outlay – Costs of durable goods such as furniture and equipment.

Market Value Credit – Started in 2002, this is the primary State program for property tax relief. The State remits a portion of sales and income taxes to local government to assist in keeping property taxes down.

Modified Accrual Basis – Under the modified accrual basis of accounting, revenues are recognize in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Net Assets – The equity associated with general government less liabilities.

Operating Budget – Financial plan for the fiscal year which authorizes proposed personnel complements, expenditures and the revenues to finance them.

Program – Within each Department are several divisions or programs in the City, each charged with carrying out a specific function.

Preliminary Budget – Budget submitted by the City Manager to the City Council, prior to establishing the levy.

Strategic Priorities – Refers to the funds available for allocation to one-time or capital projects not funded through the budget process. These funds can be allocated from a direct levy or from any surplus that may result at the end of the budget year.

Tax Capacity – City tax base for the purpose of levying property taxes. Properties are multiplied by a Statutory rate which converts into the tax bases (see also Tax Classification Rate).

Tax Capacity Rate – Tax rate applied to tax capacity in order to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.

Tax Classification Rate – Rates 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.) In some cases there are two tiers of classification rates with the rate increasing as the estimated market value increases.

Tax Increment Financing – 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.

Truth-in-Taxation – Procedures adopted by the 1989 Minnesota Legislature intended to improve accountability in the adoption of the budget and property tax levy of local governments. These procedures are revised annually.

Working Capital – Current assets minus current liabilities. This measure is used as a gauge in determining appropriate fund balances.

City of Mankato

Leading the way...

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