



City of Rochester Minnesota

2020 Annual Budget



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Biking at Silver Lake | Credit TJ Turner



Terza Rooftop | Credit Olive Juice Studios

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**Adopted
Annual Budget
Of The
City of Rochester, MN
For the Fiscal Year Ending
December 31, 2020**

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CITY OF ROCHESTER, MINNESOTA

MISSION STATEMENT

The mission of the City of Rochester is to provide a safe, attractive environment through the responsive, efficient and cost-effective delivery of municipal services.

The City will strive to enhance community pride by improving the physical, environmental, economic, cultural and social quality of the community.

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FIRST CLASS CITY
FIRST CLASS SERVICE

RISE to the top in *Customer Service*

Identify, plan for, and support customer needs
Seek and consider input from our customers to continually improve services
Treat every customer well

Respect

Treat customers in a personal and professional manner while being firm, fair, and compassionate
Be an active listener to the customer
Maintain a work environment that is free of disrespect and false information.

Integrity

Provide equitable and honest treatment to all customers
Follow through in a timely manner or as communicated
Maintain privacy and confidentiality as applicable to Minnesota State laws.

Safety

Employees act responsibly and take ownership for their actions
Documented safety procedures for employees and customers.
Communicate clearly when dealing with emergencies or safety concerns

Excellence

Be knowledgeable in my area of responsibility
Be professional in my actions, manners and appearance
Meet or exceed customer needs for City services



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- Fleet Maintenance/PWTOC Bldg.
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Economic Development Administration
CBD Maintenance
Unallocated
Contingency

Library

Municipal Recreation System

Park and Recreation Administration
Recreation
Tennis Center
Swimming Pools
Parks
Parkway Landscape Maintenance
Plummer House
F.E. Williams
Golf
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National Volleyball Center
Recreation Center

Mayo Civic Center

Airport

Airport
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Rochester EDA

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Section I

**Budget Message,
City Council's Budget
Priorities, and
General Summaries**

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ROCHESTER

Minnesota

FIRST CLASS CITY • FIRST CLASS SERVICE



December 16, 2019

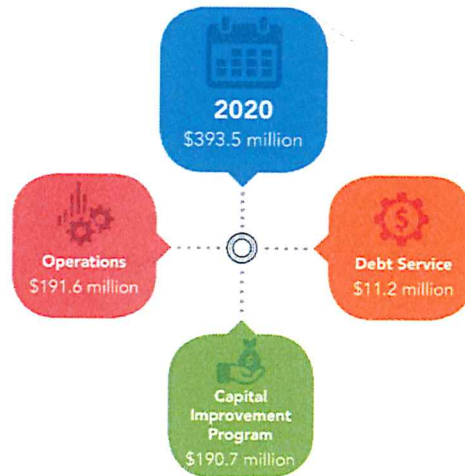
STEVE RYMER
City Administrator
City Administrator's Office
201 4th Street SE, Room 266
Rochester, MN 55904-3781
(507) 328-2004
FAX (507) 328-2727

Honorable Mayor and Council Members,

On behalf of our entire organization, I am pleased to provide all of you and the Rochester community with the Adopted 2020 Operating Budget and 2020-2025 Capital Improvement Program (CIP). The 2020 recommended budget is \$393.5 of which \$191.6 million covers operations, \$190.7 million in capital improvements, and \$11.2 million in debt service. General Fund expenditures account for \$97.7 million of the \$393.5 million and the adopted six year CIP, including the \$190.7 million referenced, above totals \$673 million.

We are proud of the fact that the budget process continued to improve. For the first time, the budget commenced with the City Council and Mayor establishing its 2020 budget priorities. The team then aligned our recommended budget with the priorities.

During the budget review, the City Council revised the budget to advance multiple initiatives that are intended to balance economic, environmental, and social sustainability. Revisions ranged from enhancing public safety, innovation, and equity to downtown cleanliness, LED streetlight conversion, and infrastructure funding.



I wish to thank the entire organization for its efforts and especially Rachel Houdek, Dale Martinson, Aaron Parrish, Noloan Schild and the Leadership and Finance Teams for their outstanding efforts in developing a budget that ensures we advance the City Council and Mayor's priorities for our community and organization.

Sincerely,

Steve Rymer
City Administrator

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BUDGET IN BRIEF

2020



As a steward of taxpayer dollars, the City of Rochester, MN prides itself on providing transparency and accountability in its budget.

In an effort to ensure that the budget process is transparent, accessible and easily understood, the Budget in Brief was created for the first time in 2018. This document is intended to provide you with information about your City's budget process. Included in the Budget in Brief are totals for revenues and expenditures. Also included in the Budget

in Brief are facts about the various departmental budgets.

It is important to note that the City of Rochester is able to maintain its positive financial condition and AAA credit rating due to the fiscally responsible actions taken in the prior years and by prudently investing in service level enhancements as resources allow.

City of Financial Distinction

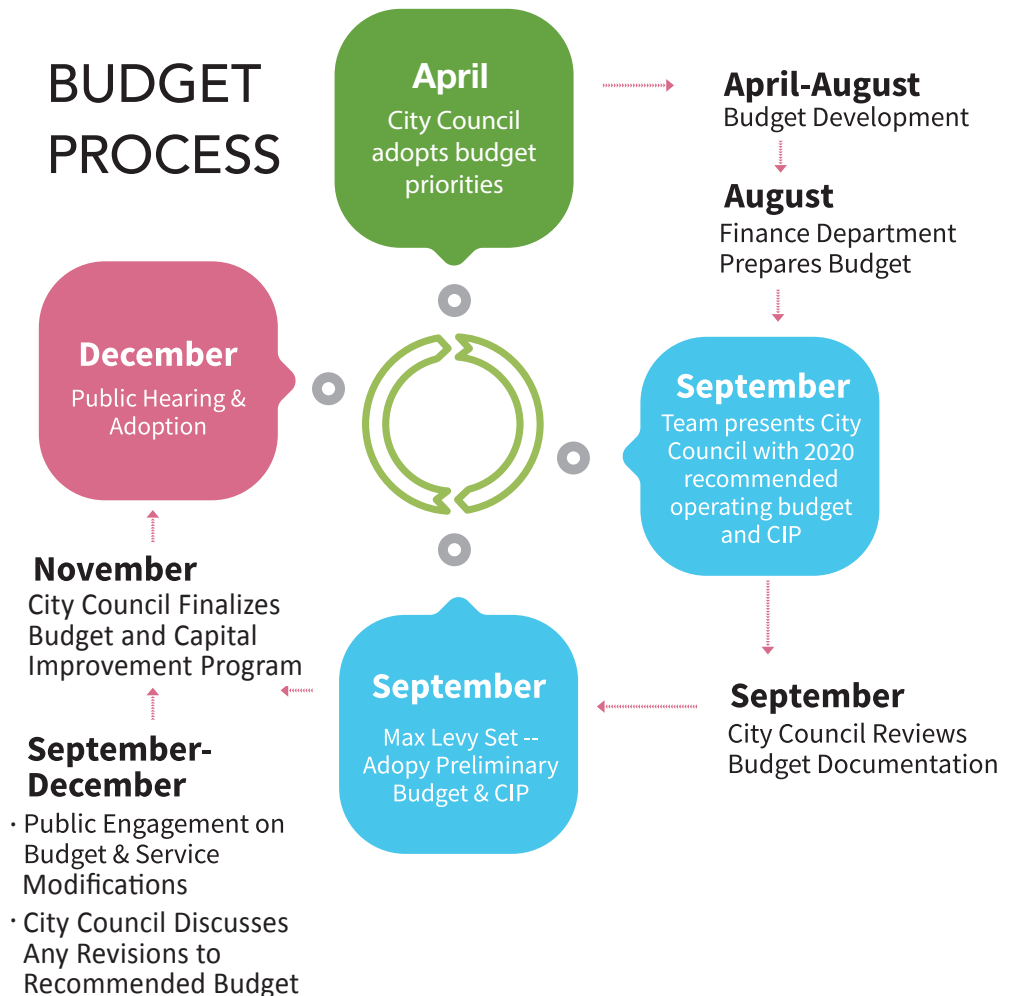
The City of Rochester has a AAA Rating

Rochester has received a Certificate of Achievement for Excellence in Financial Reporting for almost 50 years, the longest in the state of Minnesota.

The Goals of the Process are:

- Ensure sufficient revenues exist to deliver existing and proposed services and projects
- Prioritize both operating and capital expenditure
- Advance the City's commitment to financial sustainability
- Align resources with City Council strategic priorities

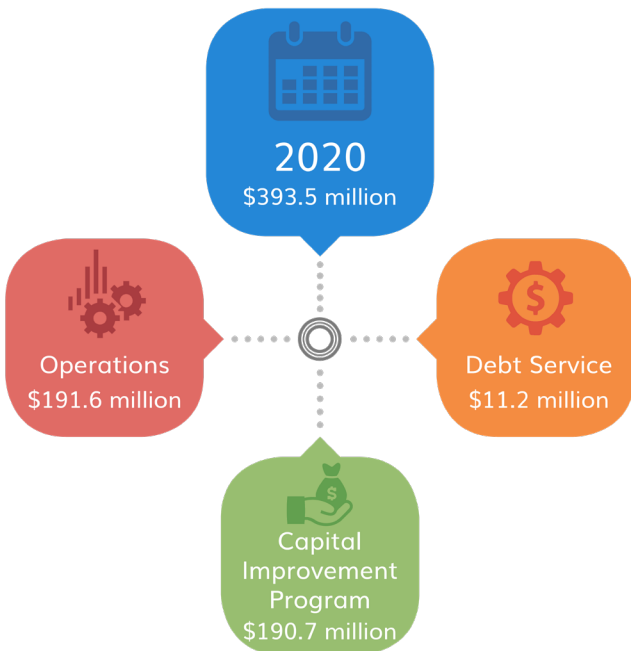
BUDGET PROCESS



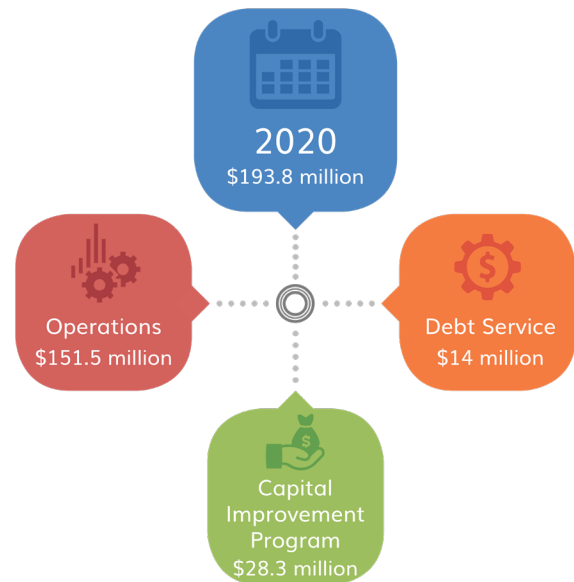
2020 ADOPTED BUDGET

The development of the budget is guided by the City of Rochester's strategic priorities, budget policies, long-range fiscal sustainability, legal mandates, and service level prioritization.

The adopted budget is \$393,537,733. This includes Operating and Capital Improvement expenditures. It does not include the Rochester Public Utilities budget, which is a separate budget. Combined, the two budgets equal \$587 million.



Rochester Public Utilities (RPU) is owned by the City of Rochester. RPU serves more than 55,000 electric customers and 40,000 water customers. RPU functions with a budget separate from the rest of the City of Rochester. The total 2020 budget is \$193.8 million.



BUDGET FORMULA



General Fund \$97.7 million

Tax dollars are accounted for in the General Fund, along with license fees, permit fees, state shared revenues, interest income, miscellaneous revenues, and prior year revenue. This portion of the budget is comprised largely of discretionary funds, since the Mayor and City Council can allocate the funds to programs and services in any area. There are few restrictions on how these resources may be allocated. The City cannot use fees collected from services for discretionary use.

General fund dollars are used to support such City services as police and fire, as well as streets, community development and administrative support services.

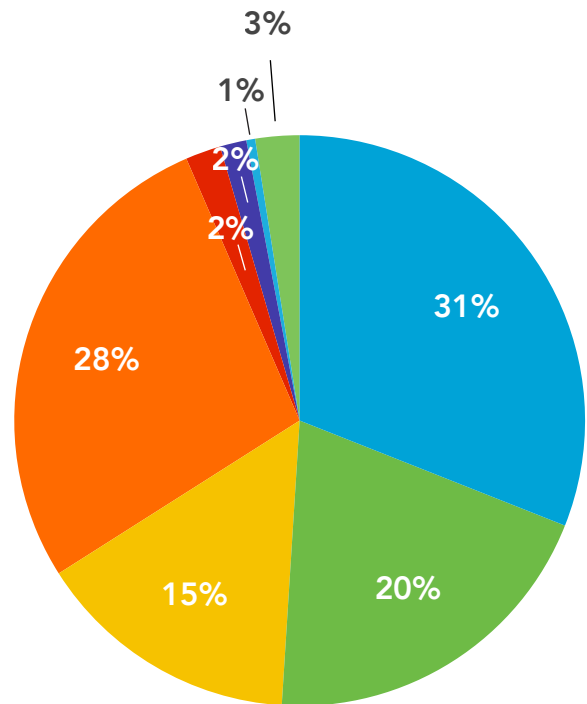
Enterprise, Special Revenue, and Capital Improvement Program Funds \$84.3 million

The City of Rochester has a few different enterprise and special revenue funds. Enterprise funds are entirely funded through customer charges and do not require tax support. These include: sewer utility, storm water utility, and the parking fund. Special revenue funds are include a combination of customer charges and taxes. These include: municipal recreation, library, and transit.

2020 Total Operating Revenue

As shown in the chart, the majority of funding for the City of Rochester budget comes from sources other than property taxes. Those taxes fund 20% of the total revenues. Items like charges for services, which are items like parking, sewer, and water fund the total budget by 15%.

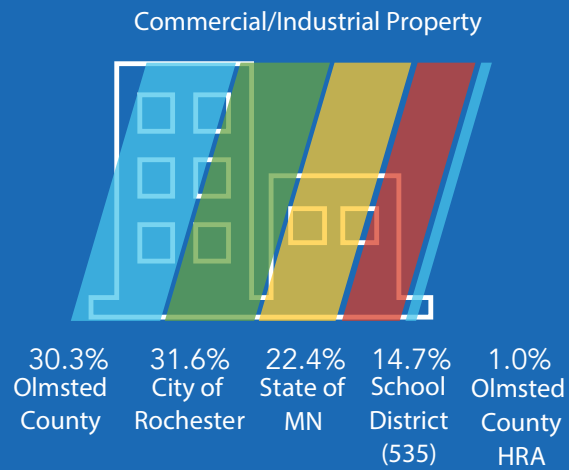
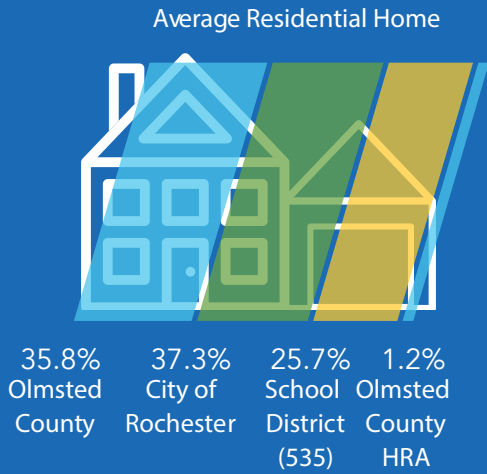
2020 Total Operating Revenue



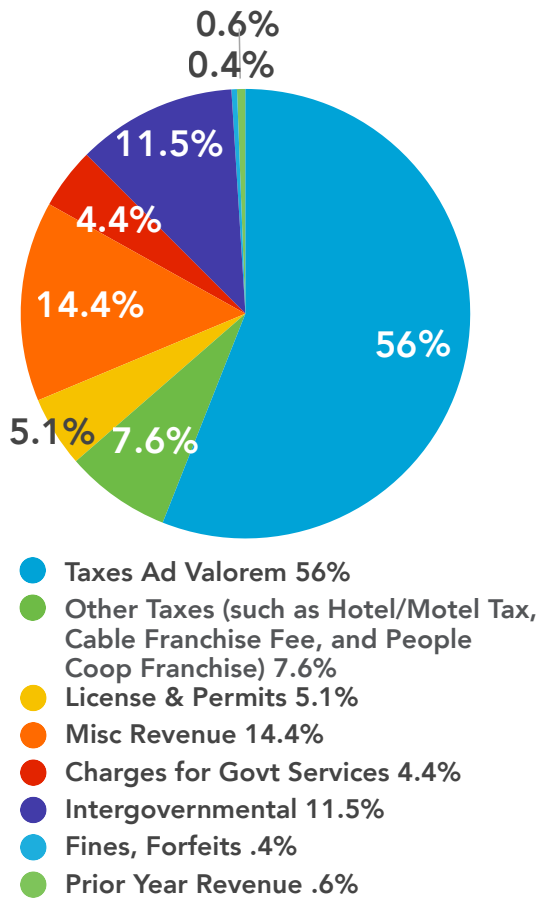
- Miscellaneous Revenue 31%
- Taxes Ad Valorem 20%
- Charges for Service 15%
- Intergovernmental Revenue 27.5%
- Other Taxes 2%
- Licenses and Permits 1.5%
- Special Assessments .5%
- Prior Year Revenues 2.5%

* Miscellaneous Revenues include:

- Non Property Tax Debt Payment Revenue
- Capital Improvement Program Revenues
- In Lieu of Tax Enterprise Funds

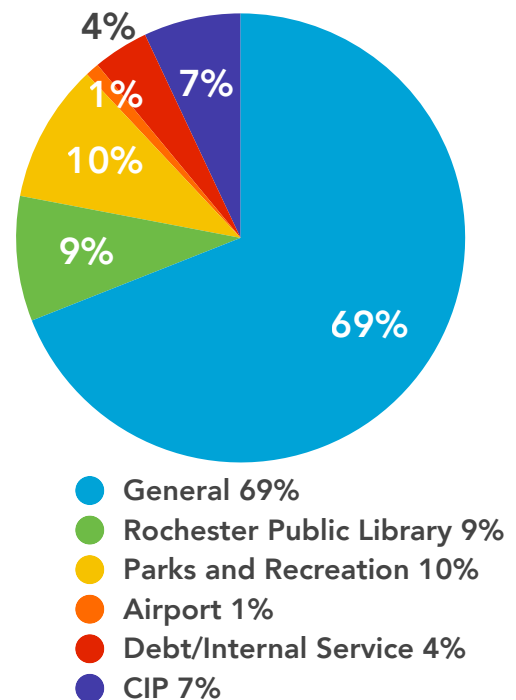


General Fund Revenue \$97.7 million



In total, the City of Rochester receives \$79.5 million from residential and commercial property tax. This reflects the 37.3% of residential and 31.6% of commercial property tax of the total portion paid by Rochester property taxpayers. Of the \$79.5 million, 69% supports the General Fund, while 10% supports the Parks & Recreation department and 9% supports the Rochester Public Library.

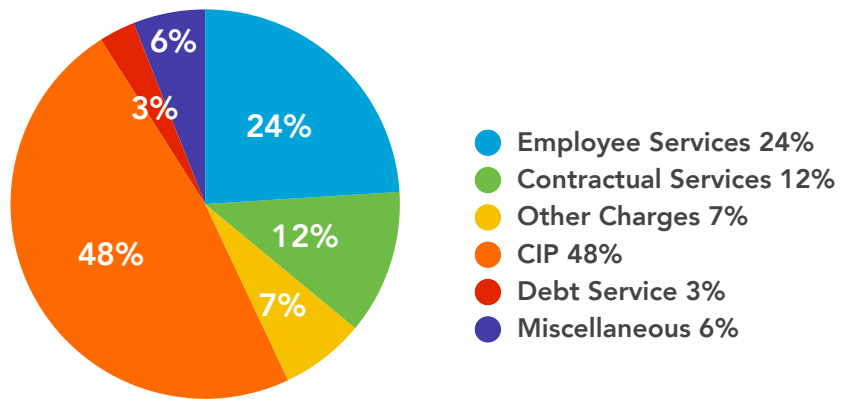
2020 Property Tax \$79.5 million



WHERE DOES THE MONEY GO?

Overall, the adopted 2020 budget includes expenditures in six major categories for all funds. The largest being the Capital Improvement Program at \$190.7 million dollars. Approximately 25% of the City's total budget is invested in Employee Services, with a total of \$94.8 million dollars. This expense is for the City's full-time and part-time employees, which allows the City of Rochester to deliver high quality services. Approximately 70% is related to salaries, while 30% is related to benefits.

2020 Adopted Budget of \$393.5 million



General Fund Expense \$97,675,808



Notable Capital Improvement Projects

- Airport Runway Reconstruction
- North Police Station and Service Center
- Heart of the City Phase I Construction
- Water Reclamation Plant Updates Phase I
- Stormwater Improvements
- Park Investments (includes Soldiers Field & Silver Lake master plans)

ROCHESTER AT A GLANCE

BUDGET IN BRIEF

Incorporated
in

1854

55
square
miles

Population
117,000+



OVER 3.3 MILLION
Annual Visitors

Public Works

Maintained nearly 500 miles of street



Chip sealed 89.2 lane miles, crack sealed 45 lane miles and poured 627 yards of concrete

Wastewater Utility
collects and treats

5.4

billion gallons
annually



LAUNCH OF
COMMUNITY
DEVELOPMENT
DEPARTMENT

CITY
CLERK

Assisted over 25,000 people in person or through the City's main phone line.

CITY ATTORNEY

Prosecuted 1,615 misdemeanor cases
Prosecuted 430 gross misdemeanor cases

2019 AWARDS & RECOGNITION

#15

BEST PLACES TO LIVE

money.com

#5

MOST AFFORDABLE PLACES TO LIVE

marketwatch.com

#5

'TOP 100 BEST PLACES TO LIVE'

livability.com

1ST PLACE

"BUILD A BETTER MOUSETRAP"
PUBLIC WORKS

Minnesota LTAP

Library

450,000 visits and 1.89 million titles borrowed

130

Park Sites

with 100 miles of trails and 5,000 acres of parkland



Over 60,000 calls for service for Rochester Police Department – over 10,000 for Rochester Fire Department

Community Vision

The following Community Vision statement was developed via the comprehensive planning process and is a key piece of the Planning 2 Success Comprehensive Plan 2040 document.

Rochester is a city that cares: where all people are treated with dignity and respect; where residents, employees, and visitors enjoy a high quality of life; where business and industry thrive; and where the land and environment are renewed and sustained for the benefit of all. It is a welcome and diverse community:

Renowned for its reputation as a center for growth and innovation, its robust economy, and programs and institutions that support life-long learnings;

Characterized by its safe and friendly neighborhoods, diverse and affordable housing options for people of all ages and backgrounds, thriving downtown, vibrant

public spaces, and easy access to parks and recreation amenities;

Committed to health and wellness for its people, and also of the air, water, and land they depend on for sustenance;

Connected both physically and socially – offering balanced transportation options; well-planned streets, sidewalks, trails, and neighborhoods; and hospitable cultural atmosphere; and

Dedicated to the sustainable and responsible use of public resources and provision of quality public services, supporting livability and long-term fiscal health.

Organizational Vision | A vibrant, compassionate, innovative team.

Foundational Principles

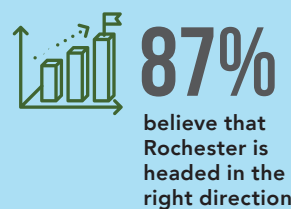
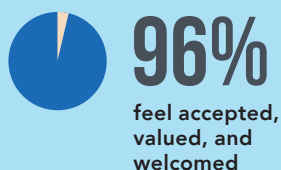
- Compassion
- Environmental Stewardship
- Fiscal Responsibility and Sustainability
- Public Safety
- Social Equity

Strategic Priorities

- Enhance quality of life
- Foster a team-oriented culture
- Manage growth and development
- Balance public infrastructure investment

Community Survey Results

Between May 22 and June 20, 2018, 400 City of Rochester residents were randomly selected for telephone interviews to collect data for the City of Rochester Community Survey.



2020 will also be the second year of providing the budget document in an electronic, user friendly format. This improvement proved successful last year by improving transparency and allowing readers the ability to easily navigate the document. I want to thank the many teammates who are involved in making the electronic format a reality and our communications and engagement teammates for their overall efforts throughout the budget process.

Developing the Recommended Budget

The 2020 recommended operating and CIP budget is funded from many different sources such as property taxes, charges for services, and grants among others. In total, the recommended budget equals \$387,576,125 of which \$78,977,771 is funded with property taxes. To achieve this, a 2020 tax levy increase of 5.77% or \$4,306,180 is necessary.

The recommended budget development process has three main steps; baseline budget, decision packages, and the CIP.

$$\textit{Baseline Budget + Decision Packages + CIP = City Administrator Recommended Budget}$$

Baseline Budget Development

To start, the operating departments, Administration, and Finance working collaboratively to develop the baseline budget for each department and their respective divisions. By definition, the baseline establishes the resources necessary to maintain the delivery of existing services. The baseline undergoes an annual evaluation by the Leadership Team, Finance, and Administration to ensure only those resources necessary to maintain service levels are included at this stage of the process. In total, the baseline budget requires a 2.7% tax levy increase when compared to 2019.

Significant factors affecting the tax levy supported baseline budget.

- Projected salary increase - \$.5 million
- Health insurance costs - \$.760 million
- Public Safety PERA increase - \$0.283 million
- New Mayo Civic Center/Experience Rochester governance/operations model - \$1 million savings (from existing model estimated 2020 budget)
- Hotel/Motel tax revenue increase - \$1.017 million
- CIP tax levy support - \$5.3 million
- City Council Outside Agencies investment remains at 2019 adopted budget level

Decision Packages

Once the baseline budget is complete, departments then submit prioritized Decision Packages (“DPs”) for consideration by the City Administrator. A DP is a request to enhance services by adding new teammates, equipment, or supplies to a department’s baseline. DPs that directly advanced the City Council’s Strategic Priorities and 2020 Budget Priorities were prioritized for consideration in the recommended budget.

In total, 68 DPs were submitted by departments and 24 are included in the recommended budget with a total expense of \$2,798,248. It is also important to acknowledge the new Library and Police Captain positions that were approved outside the budget cycle in February 2019. These service level enhancements were taken into consideration when prioritizing both of the departments 2020 DP requests. Of the 24 recommended DPs, 16 are for general government and special revenue fund services, while the remaining 8 are for enterprise operations as detailed below.

Diversity, Equity, and Inclusion

- All teammate training - \$150,000 requested (50% tax levy supported)
- Continued Government Alliance for Racial Equity participation - \$23,000
- Emergency Management foreign language intern - \$17,100
- Mayor's initiatives - \$30,000

High Performing Team

- Information Technology Analyst - \$126,000
- Human Resources learning management system annual support - \$54,000
- Grant writing and financial resource development - \$50,000
- Legislative services - \$133,000
- Mayor's intern - \$4,900

Downtown Safety

- Downtown Police Officers (2) - \$254,000

Communications and Engagement

- Organization branding initiative - \$60,000

Master Plan Update

- Land Development Manual - \$300,000 (50% tax levy)

*Note: Bicycle Master Plan included in CIP section

Infrastructure Maintenance and Operations

- Landscape Technician (with trail maintenance equipment) - \$243,000
- Facility Supervisor - \$126,000

Transit Service

- Increased park & ride service to Fairgrounds and RCTC - \$700,000 (80% state funded, 20% fares)
- Bus shelter enhanced snow removal - \$57,000 (80% state funded)

The remaining 8 DPs are for Rochester International Airport (RST) and Water Reclamation Plant (WRP) enterprise operations and supported by customer charges or the use of retained earnings.

Airport

- Terminal carpet - \$200,000
- Economic impact study - \$44,000
- Fuel farm pump - \$40,000
- Terminal front doors - \$36,000
- Sand storage cover - \$30,000

Water Reclamation Plant

- Lead operator position - \$105,000
- Roll off dumpster - \$69,500
- Skid steer trailer - \$10,500

Capital Improvement Program

The final significant piece of the recommended budget is the 2020-2025 CIP which totals \$569,349,213. The CIP is divided into 21 categories and funded by 31 different sources. For 2020, the CIP totals \$182,361,404 of which \$5,297,200 (or 2.82%) is funded through the tax levy. Notable 2020 projects include:

- Airport runway reconstruction - \$67,000,000
- North Police Station and Service Center (see information below) - \$22,000,000
- Heart of the City - \$9,000,000
- Water Reclamation Plant upgrades phase I - \$7,500,000
- Stormwater improvements - \$3,600,000
- Park investments (includes Soldier Field and Silver Lake master plans) - \$3,300,000
- Sewer Upgrade/Replacement of the Zumbro River Syphon - \$3,000,000
- Replace Air Handling System at Recreation Center \$450,000
- Citywide information technology integration - \$200,000
- Bicycle Master Plan - \$100,000 (50% tax levy. Item included in CIP)

Also included in the City Council's Adopted 2020 Budget Strategies, is an item to consider funding the debt service for North Service Center located on West River Parkway and 41st Street NW. Even though the City Council has made some decisions to fund the design and issue specific bid packages, it has not made its formal determination in issuing General Obligation Bonds to fund the project which consists of the North Police Station and the development services "one stop shop." To fund the entire project would require a bond issuance of approximately \$23,000,000 which equates to a \$1,500,000 annual debt service

payment for 20 years (or a 2.01% 2020 tax levy increase). \$900,000 is attributed to the potential North Police Station portion and \$600,000 for the development services “one stop shop.” Issuing the debt and the \$1,500,000 annual payment is included in the debt service statement.

As previously stated, the recommended budget requires a property tax levy increase of 5.77% and is summarized below:

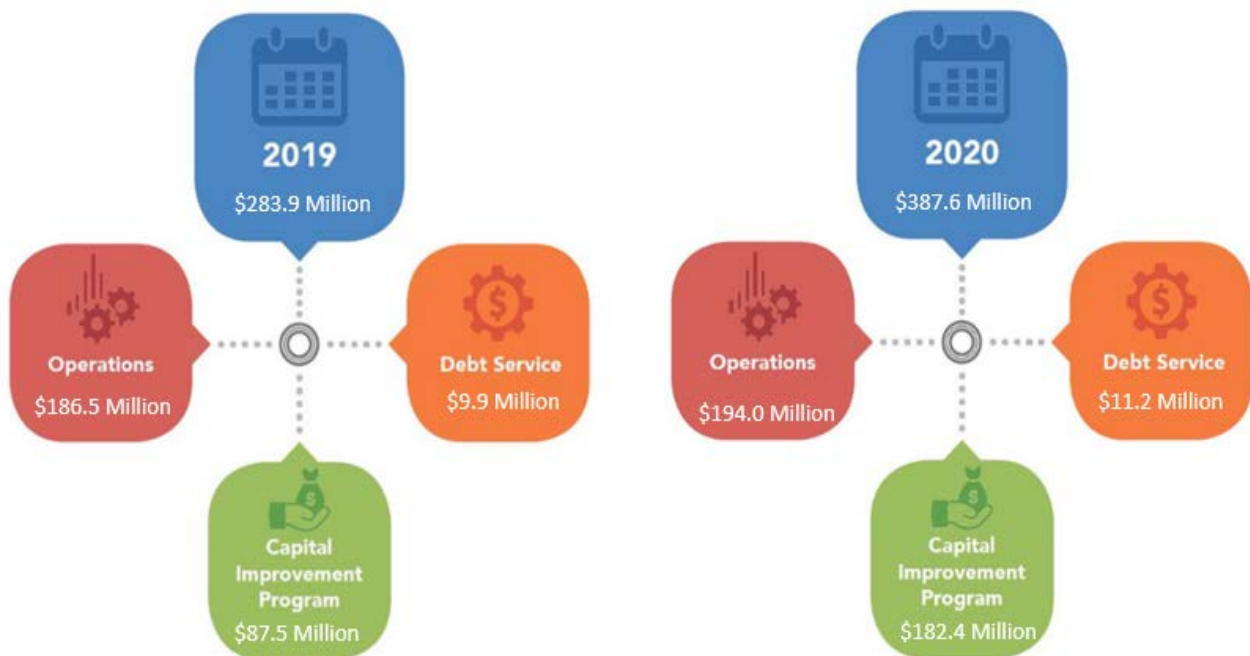
	Baseline Budget	Decision Packages/ CIP	North Service Center Debt Payment	Recommended Budget
Property Tax Levy Increase	2.7%	1.06%	2.01%	5.77%

Expenditures Summary

As mentioned, the total 2020 Recommended Budget is \$387,576,125. This includes all operating and CIP expenditures as shown below. The recommended budget is also compared to the City Council’s 2019 adopted budget to show where changes have occurred in the operating, CIP, and debt service portions of the budget.

2019 Approved Budget

2020 Recommended Budget



The 2020 recommended budget is an increase of \$103,606,666 from the 2019 approved budget. This is attributed to a recommended \$7,384,857 increase in the operating budget, a recommended increase of \$94,857,728 in the CIP and a Debt Service increase of \$1,364,081. As demonstrated below, the baseline budget accounts for \$379,056,214 of the total recommended budget.

	Baseline Budget	Decision Packages/CIP	Recommended Budget
Tax Supported	\$76,687,278	\$2,290,493	\$78,977,771
Other	<u>\$302,368,936</u>	<u>\$6,229,418</u>	<u>\$308,598,354</u>
Total	\$379,056,214	\$8,519,911	\$387,576,125

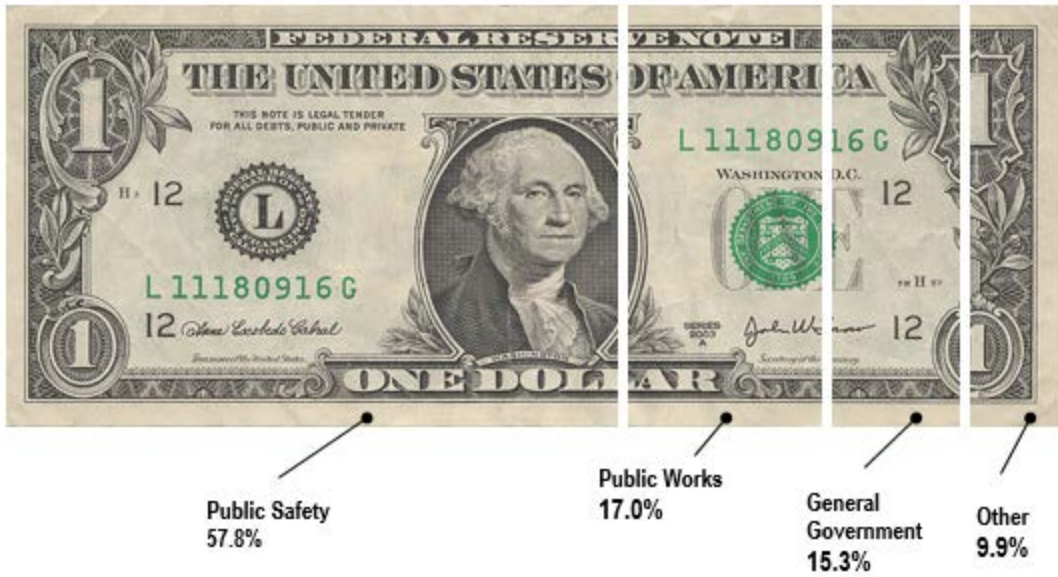
Overall, the recommended budget includes expenditures in six major categories for all funds.



The City’s full-time and part-time employees are the most important resource for the delivery of high quality services. Of the City’s annual investment in its employees, approximately 69 percent is related to salaries and the remaining 31 percent is attributed to benefits (health insurance, retirement, etc.). The 2020 cost of employee services is recommended to increase by \$2,820,595 over 2019. The majority is a result of the increases in base compensation per the existing collective bargaining agreements, health insurance expenses, and six new positions included in the DPs. It is important to note that the cost of employee services increased at a lower level than previous years since the City has experienced significant retirements and new employees’ starting salaries are lower than those who recently retired.

The City of Rochester is self-insured for health insurance. For 2020, health insurance increases are budgeted to increase by 9% which is significantly less than the 14% increase from 2019. I would be remiss if I also didn’t thank our employee bargaining units who have agreed to pay an additional 1.25% of health insurance costs. This is a great example of how the City and its employees work together to ensure long-term financial sustainability.

From a General Fund perspective, the majority of expenditures are for public safety services. This has historically been the case in Rochester with the remaining resources being allocated for public works and general government.



Public Safety: Police, Animal Control, Dispatch, Fire, Building Safety, Flood Control and Emergency Management

Public Works: Engineering, Street Infrastructure, Fleet Maintenance, Traffic and City Lighting

General Government: Mayor and City Council, City Administration, City Clerk, Elections, Administrative Fines, Finance, City Attorney, Human Resources, Planning and Zoning, Information Technology and City Hall Maintenance

Other: Music, Art Ctr/Civic Theatre, 125 Live, Community Reinvestment, Development Administration, Economic Development, CBD, Unallocated and Contingency

Revenue Summary

The funding of local government services is a complex process. In Rochester, the primary means of funding general services (Police, Fire, Parks, Streets, Library, etc.) is through the City’s property tax levy. It is important to understand that approximately 37 percent of a resident’s property tax bill is attributed to funding City services, the remaining 63 percent is for other public agencies (e.g. Olmsted County, School District). For commercial properties, it is approximately 31 percent. With that being said, a 1 percent increase in the City’s tax levy would generate an additional \$747,000 in new revenue for 2020.

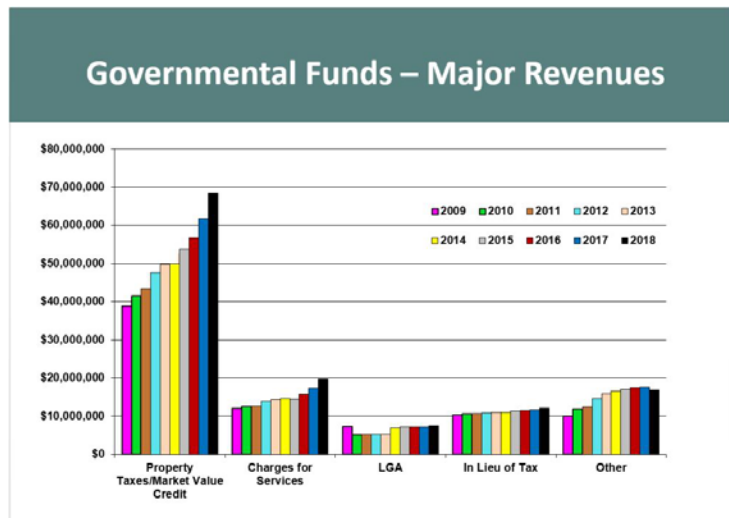
To fund all recommended expenditures, Table 1 on the following page provides the detail of the proposed 2020 Major City Revenues. For comparison, the 2019 Adopted Budget revenues are also provided. The City’s property tax levy accounts for approximately 20 percent of total revenues. The remaining 80 percent of revenues are derived primarily from charges for services by those receiving direct benefit from the respective City service (recreation program, parking, sewer utility to name a few) and intergovernmental revenues, which includes Local Government Aid (LGA) from the State of Minnesota.

Table 1
2020 MAJOR REVENUES VS 2019

	2019 Adopted Budget	2020 Recommended Budget	Increase/(Decrease)	Percent of Change
Tax Levy & Tax Abatements	74,671,591	78,977,771	4,306,180	5.77%
Local Government Aid	7,497,955	7,509,361	11,406	0.15%
Hotel/Motel Tax	5,257,142	6,275,000	1,017,858	19.36%
Cable TV Franchise Fee	1,460,000	1,440,000	(20,000)	-1.37%
Inspection Permits	3,520,000	3,795,000	275,000	7.81%
In Lieu of Tax	12,477,242	12,884,858	407,616	3.27%
Sewer Utility Charge	27,000,000	28,500,000	1,500,000	5.56%
Storm Water Utility Fee	6,938,000	8,572,000	1,634,000	23.55%
Library Fund				
City Share-Levy	7,028,270	7,158,871	130,601	1.86%
County Share	999,844	1,047,209	47,365	4.74%
Municipal Recreation Fund				
Fee Revenues	4,330,237	4,294,872	(35,365)	-0.82%
Non-Fee Revenues	7,779,930	8,383,587	603,657	7.76%
Mayo Civic Center				
Fee Revenues	3,850,500	0	(3,850,500)	-100.00%
Non-Fee Revenues	2,415,640	230,959	(2,184,681)	-90.44%
Parking Fund				
Parking Fines	370,000	370,000	0	0.00%
Parking Ramps	7,418,756	7,418,756	0	0.00%
Street Meters	1,040,000	1,075,000	35,000	3.37%
Parking Lots	521,080	574,000	52,920	10.16%

In addition, funding for Parks and Recreation, Library, MCC, Rochester International Airport, Storm Water Utility and CIP, among others are accounted for in their respective funds as shown on the Summary of Means of Financing page in the budget document. A portion of property tax revenue is appropriated to a limited number of these services, with the majority going to the Library (\$7,158,871), Parks and Recreation (\$8,230,477), and CIP (\$5,297,244).

As previously discussed by the City Council, the General Fund, Library Fund, and Parks and Recreation Fund disproportionately rely on property tax revenue. As a growing community, there continues to be increased demands for services funded by property taxes. The Major Revenues chart demonstrates the growth in property taxes compared to other significant General Fund revenues.



The City Council has indicated a willingness to review fees where appropriate to cover a greater portion of service delivery expenses rather than continuing with its historic level of tax subsidy. Without an increase in non-property tax revenues, the City may be challenged to increase service levels and will have difficulty maintaining existing service levels without significant annual property tax levy increases.

Note: during the recommended budget presentation, we will present two strategies to enhance public safety through fees. Neither of these are included in the recommended budget and we will be seeking City Council direction on further evaluation and engaging the community.

Financial Sustainability

Similar to many communities across the country, Rochester has a need for additional annual investment in its streets, parks, library, and other public facilities. The City recognizes that ongoing revenue is insufficient to fund these vital community assets at a sustainable level. The condition of the publicly-owned infrastructure is declining and the deferred maintenance backlog is increasing. The expense to repair these assets grows as each year passes so it is fiscally responsible to address this issue now, though additional resources are necessary.

Unlike the Equipment Replacement Fund for fleet, the City does not have a fund to accumulate funds for capital replacements and the replacement of fixtures, furnishings, and equipment in its existing public facilities. In a study performed a few years ago, it was estimated that the City would need to allocate \$2.5 million annually (or about \$1.50/square foot) to ensure funds are available as required to maintain these important assets. Currently, the City primarily relies on annual tax levy, and in some cases operating revenues for enterprise funds, to make the necessary improvements. This has proven to be difficult, thus the City has significant financial exposure if existing equipment needs to be replaced. It is recommended

that a Public Facility Capital Reserve Fund be created with the initial \$1.25 million in funding coming from the current Future Construction Fund. Future budgets would then include annual contributions to the fund.

As part of this effort, a Facility Supervisor position is being recommended as stated in the DP list. The initial focus of this position would be to strategically develop a plan to properly fund existing building replacement needs. Once this is complete, a focus on integrated facility operations and maintenance will be a priority.

Additionally, we have also established an employee retirement fund to alleviate spikes in operating budgets when employees retire. The recommended budget includes \$1,100,000, of which \$991,667 is in the contingency, as well as \$108,333 in enterprise business units as the initial funding. This amount is based on the previous five year average. A separate fund would be established after the budget is adopted to account for revenues and expenditures.

Summary

On behalf of the entire organization, I am extremely proud of the budget that has been presented for the City Council's consideration. The City is able to maintain its positive financial condition and AAA credit rating due to the fiscally responsible actions taken in the prior years and by prudently investing in service level enhancements as resources allow. Moving forward, there are many signs that the Rochester community will continue to prosper. At the same time, the City Council and professional team will need to evaluate strategies to improve the community's existing public infrastructure and enhance services in the coming years as Rochester continues to grow. These efforts will position our organization to meet our community's needs and maintain our high quality of life, so Rochester remains a highly desirable place to live, work, play, and do business.

Sincerely,



Steve Rymer
City Administrator



City Council's 2020 Adopted Budget Priorities

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City Council's 2020 Adopted Budget Priorities

Organizational Vision

A vibrant, compassionate, innovative team.

Foundational Principles

- Compassion
- Environmental Stewardship
- Fiscal Responsibility & Sustainability
- Public Safety
- Social Equity

Strategic Priorities

- Enhance quality of life
- Foster a team-oriented culture
- Manage growth and development
- Balance public infrastructure investment



Ongoing	Category	Responsible Party
Improve elections outreach and equity	Program	City Clerk
Continuously improve community communication, education, and engagement	Program	City Clerk & All
Evaluate a Community Services Officer program in other areas, specifically the Fire Department	Program	Fire Department
Increase City's affordable housing opportunities, including work of the HRA, other partners, and potential reduction of development fees	Policy	Administration and Community Development
Focus on homelessness and social equity	Policy	All
Continue to enhance transit and para transit services (reliability, timeliness, communication, schedules, align route with plowing)	Operations Maintenance	Public Works



2020 Budget Process	Category	Responsible Party
Assess DMC EDA obligations, partnerships and funding expectations	Policy	Administration, Attorney, Finance
Revise the Land Development Manual to better reflect Comprehensive Plan	Policy	Community Development
Review allocation options for Lodging Tax to better support organizations involved in visitor experience	Policy	Administration
Consider establishing "caps" on how much funding will be provided to outside agencies/organizations	Policy	Administration
Review Payment in Lieu of Taxes (Pilot) calculations	Policy	Administration, Finance, RPU, Public Works
Consider funding a legislative and government liaison position; evaluate current memberships as one funding source	Policy	Administration
Consider North Station and Service Center Construction with other requests	Project	Administration & Police
Consider funding all GARE team recommendations and increase ICI commitment as part of social equity principle	Program	City Clerk, Human Resources, All Departments
Review Soldiers Field Master Plan	Operations Maintenance	Park & Recreation
Improve parks and public spaces: public safety - community service officers or seasonal rangers, trash management and recycling, trail use, maintenance, year-round use, etc., park programming	Operations Maintenance	Park & Recreation
Enhance Downtown policing	Operations Maintenance	Police
Mayor to prepare a funding request for specific 2020 initiatives for Council consideration	Operations Maintenance	Mayor
First priority is to maintain existing assets	Project	Administration, Park & Recreation, Public Works & Library
Fund fewer CIP projects with focus on completing projects annually	Project	All
Focus on continuing to fund parks based on prioritized list	Project	Park & Recreation
Increase street funding to reduce the unfunded liability	Project	Public Works
Complete trail connection gaps	Project	Park & Recreation & Public Works
Consider funding a new downtown library facility rather than spending funds to maintain/repair existing	Project	Administration & Library
Consider funding to update the Bicycle Master Plan	Policy	Public Works & Community Development



2021 & Beyond	Category	Responsible Party
Consider establishing Public Safety Master Plans	Policy	City Clerk
Research an employee healthcare incentive program with wellness programs	Program	City Clerk & All



2019	Category	Responsible Party
Consider establishing Public Safety Master Plans	Policy	Police Department
Continue proactive policing efforts vs citizen complaint particularly for parking	Operations Maintenance	Police Department & Public Works
Assess the number of City golf courses	Operations Maintenance	Park & Recreation
Review fee schedule to cover a greater percent of the facilitation costs	Policy	Administration
Review and assess current operating and funding practices for the Rec Center and 125Live	Operations Maintenance	Park & Recreation
Evaluate clean, green and safe for Downtown with the Rochester Downtown Alliance	Program	Administration, Public Works, Park & Recreation, Police



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City of Rochester, MN

2020

Adopted Annual Budget

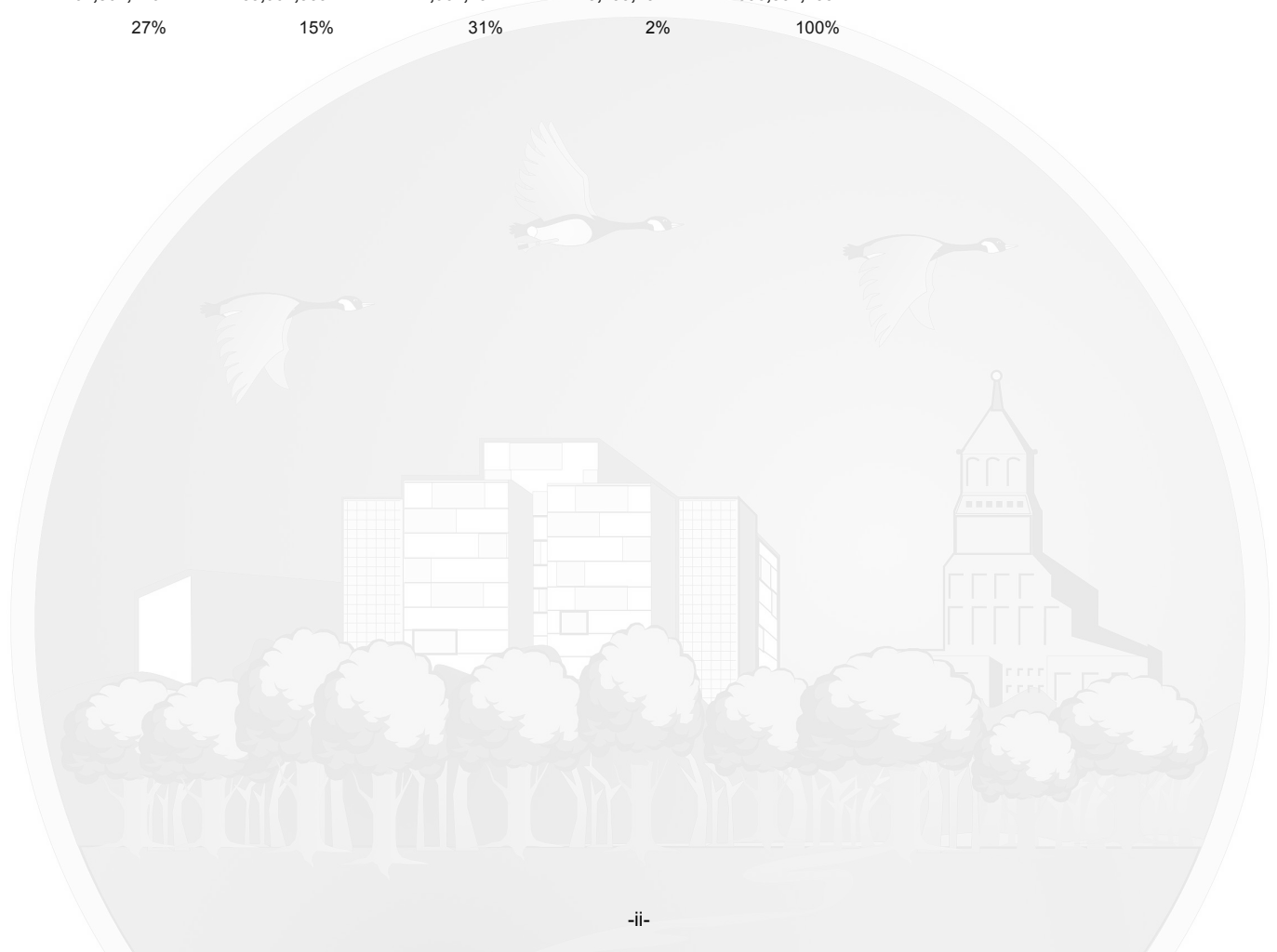
General Summaries

City of Rochester, MN
Revenue Summary of Means of Financing the Adopted Budget
2020

Description	Taxes Ad Valorem	Other Taxes	Special Assessments	Licenses and Permits	Fines, Forfeits and Penalties
General	54,561,466	7,490,341		5,001,477	409,308
Library	7,158,871				130,500
Municipal Recreation System	8,230,477			2,000	
Mayo Civic Center		230,959			
F.E. Williams					
Rochester International Airport	557,907				
Transit					
EDA Administration					
Total Governmental	70,508,721	7,721,300		5,003,477	539,808
Operating Budget					
Parking Enterprise				42,000	370,000
Sanitary Sewer Utility				800	
Storm Water Utility				19,500	
Total Enterprise				62,300	370,000
Funds Budget					
Total Operating Budget	70,508,721	7,721,300		5,065,777	909,808
Internal Service Funds	385,597				
Capital Improvement	5,497,244	300,000	1,645,000		
Debt Service	3,133,209				
Rochester EDA					
Total Budget	79,524,771	8,021,300	1,645,000	5,065,777	909,808
Percent of Total	20%	2%	0	1%	0

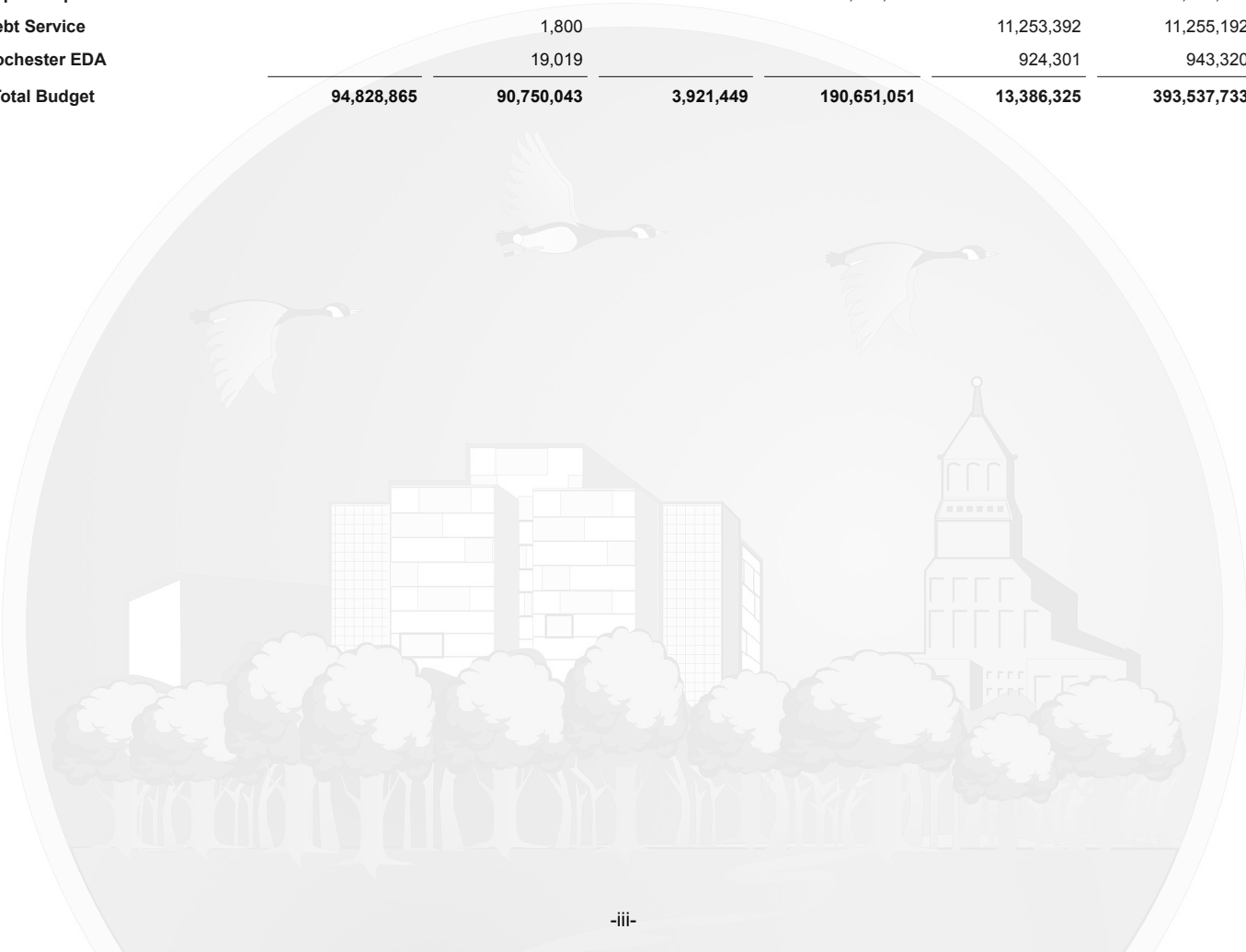


Intergovernmental Revenues	Charges for Services	Miscellaneous Revenue	Prior Year Revenue	Total Budget
11,215,543	4,339,536	14,112,991	545,146	97,675,808
1,075,842	23,200	55,000	89,619	8,533,032
52,862	4,294,872	55,678	37,470	12,673,359
				230,959
		5,100	(5,100)	
279,543	2,141,575	2,935,814	(881,743)	5,033,096
11,844,660	1,867,000	2,105,200	(1,011,252)	14,805,608
		2,651,129	(325,509)	2,325,620
24,468,450	12,666,183	21,920,912	(1,551,369)	141,277,482
577	9,067,756	180,000	(2,829,330)	6,831,003
9,219	28,693,500	299,000	(2,371,979)	26,630,540
	8,576,900	119,000	(1,469,043)	7,246,357
9,796	46,338,156	598,000	(6,670,352)	40,707,900
24,478,246	59,004,339	22,518,912	(8,221,721)	181,985,382
899		7,510,548	805,744	8,702,788
83,012,254		83,174,553	17,022,000	190,651,051
311,371		7,916,898	(106,286)	11,255,192
		943,320		943,320
107,802,770	59,004,339	122,064,231	9,499,737	393,537,733
27%	15%	31%	2%	100%



City of Rochester, MN
Expenditure Summary of Adopted Budget by Fund and Character
2020

Description	Employee Services	Other Current Expenses	Capital Outlay	Capital Improvements	Debt Service	Total
General	73,953,276	23,722,532				97,675,808
Library	6,683,395	1,188,204	661,433			8,533,032
Municipal Recreation System	7,572,829	4,975,530	125,000			12,673,359
Mayo Civic Center		230,959				230,959
Rochester International Airport		5,033,096				5,033,096
Transit	522,388	14,283,220				14,805,608
EDA Administration		2,325,620				2,325,620
Total Governmental Operating Budget	88,731,888	51,759,161	786,433			141,277,482
Parking Enterprise	519,632	6,311,371				6,831,003
Sanitary Sewer Utility	4,909,016	20,504,432	79,950		1,137,142	26,630,540
Storm Water Utility	668,329	6,578,028				7,246,357
Total Enterprise Funds Budget	6,096,977	33,393,831	79,950		1,137,142	40,707,900
Total Operating Budget	94,828,865	85,152,992	866,383		1,137,142	181,985,382
Internal Service Funds		5,576,232	3,055,066		71,490	8,702,788
Capital Improvement				190,651,051		190,651,051
Debt Service		1,800			11,253,392	11,255,192
Rochester EDA		19,019			924,301	943,320
Total Budget	94,828,865	90,750,043	3,921,449	190,651,051	13,386,325	393,537,733



City of Rochester, MN
Expenditure Adopted Budget Recapitulation

Description	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
General Fund						
Mayor and City Council	877,786	825,130	815,187	837,597	739,665	845,466
City Administration	1,096,252	1,263,548	1,108,919	1,034,477	1,343,993	1,368,993
City Clerk's Office	440,820	584,598	807,575	820,809	904,234	1,134,313
Elections	18,521	286,090	108,706	375,183	375,183	375,183
Administrative Fines	30,980	45,009	34,733	49,391	49,391	49,391
Finance	1,557,339	1,676,898	2,071,131	2,084,282	2,085,256	2,085,256
City Attorney's Office	1,980,789	1,890,074	2,103,280	2,099,651	2,100,449	2,100,449
Human Resources	1,587,156	1,648,186	2,082,668	2,126,923	2,256,754	2,256,754
Community Development	83,095	50,071	1,309,422	1,866,900	1,867,750	1,867,750
Information Technology	1,793,323	1,961,019	2,244,462	2,339,154	2,466,377	2,466,377
City Hall Maintenance	605,460	597,866	604,999	606,273	606,313	606,313
Total General Government	10,071,522	10,828,489	13,291,082	14,240,640	14,795,365	15,156,245
Police	25,594,900	26,596,709	29,365,284	30,113,842	30,373,171	30,453,408
Animal Control	372,722	413,496	447,864	400,333	400,393	400,393
Dispatch	864,104	941,732	978,547	1,013,498	1,013,700	1,013,700
Fire	16,010,554	17,120,148	18,613,668	18,929,735	18,932,803	19,169,123
Hazmat	69,464	80,774	315			
Building Safety	3,468,481	3,745,278	3,996,887	4,203,871	4,205,091	4,205,091
Flood Control	527,786	676,471	649,711	735,155	735,195	735,195
Emergency Management	293,586	279,848	327,386	318,596	335,805	335,805
Total Public Safety	47,201,596	49,854,455	54,379,662	55,715,030	55,996,158	56,312,715
Engineering	2,712,851	3,260,797	3,483,610	3,956,717	3,958,339	3,958,339
Street Infrastructure Mtce	7,729,003	8,444,659	8,714,656	8,761,195	8,762,152	8,762,152
Fleet Mtce & PWTOC Bldg	574,901	623,056	719,904	715,052	715,263	715,263
Traffic	1,385,345	1,374,797	1,668,551	1,673,950	1,674,169	1,674,169
City Lighting	1,278,686	1,334,975	1,347,528	1,381,228	1,381,228	1,381,228
Total Public Works	13,680,786	15,038,284	15,934,249	16,488,142	16,491,151	16,491,151
Music	987,853	1,020,745	1,117,193	1,118,509	1,118,808	1,118,808
Art Ctr/Civic Theatre/125 Live	934,530	823,821	858,290	864,679	864,679	864,679
Community Reinvestment	408,698	383,000	460,000	460,000	460,000	395,000
Development Administration	215,221	79,001	211,741	298,867	219,609	219,609
Economic Development	2,785,181	3,077,774	2,703,570	4,476,500	4,476,500	4,476,500
CBD Maintenance	274,724	323,297	301,358	309,898	309,918	309,918
Unallocated	2,113,376	1,304,796	105,117	105,117	105,117	105,117
Contingency	47,957	181,146	1,000,000	1,991,667	1,991,667	2,226,066
Total General Fund	78,721,444	82,914,808	90,362,262	96,069,049	96,828,972	97,675,808

City of Rochester, MN
Expenditure Adopted Budget Recapitulation

Description	2017	2018	2019	Requested	2020 Budget	Adopted
	Actuals	Actuals	Budget		Recommended	
Library	7,433,176	7,971,535	8,252,509	8,670,685	8,533,032	8,533,032
Municipal Recreation System Fund						
Park and Rec Admin	565,724	579,619	612,332	633,694	633,952	633,952
Recreation	696,399	704,746	772,894	821,702	821,990	821,990
Tennis Center	47,547	49,101	55,680	58,215	58,222	58,222
Swimming Pools	137,516	123,026	133,195	132,231	132,231	132,231
Parks	4,695,702	5,086,384	5,572,558	5,650,130	5,893,763	5,893,763
Parkway Landscape Maint	538,684	570,697	597,148	634,040	634,100	634,100
Plummer House	77,004	103,618	80,049	96,579	96,579	96,579
Golf	1,494,491	1,595,510	1,658,741	1,714,705	1,714,958	1,714,958
Graham Arena	848,112	864,041	792,451	819,038	819,160	819,160
National Volleyball Center	375,527	347,039	364,688	381,567	384,924	384,924
Recreation Center	1,347,021	1,560,110	1,464,689	1,493,289	1,483,480	1,483,480
Total Municipal Recreation System	10,823,728	11,583,891	12,104,425	12,435,190	12,673,359	12,673,359
Mayo Civic Center	5,184,662	6,162,919	6,312,245	230,959	230,959	230,959
F. E. Williams		20,000				
Airport Operations	3,799,864	4,274,524	4,648,759	4,521,596	4,871,596	4,871,596
US Customs	200,468	156,536	161,500	161,500	161,500	161,500
Total Airport	4,000,332	4,431,060	4,810,259	4,683,096	5,033,096	5,033,096
Transit	9,398,745	10,486,624	13,320,679	14,071,800	14,805,608	14,805,608
EDA Administration	2,557,171	2,347,360	2,554,919	2,325,620	2,325,620	2,325,620
Total Governmental Operating Budget	118,119,257	125,918,198	137,717,298	138,486,399	140,430,646	141,277,482
CBD Parking Admin/Operations	7,129,341	6,376,909	6,681,408	6,829,206	6,831,003	6,831,003
Sewer Infrastructure Mtce	6,055,535	7,373,019	10,137,136	11,976,317	14,401,518	11,247,518
Water Reclamation Plant	15,712,805	13,815,756	14,439,861	14,174,828	14,259,555	14,245,880
Sanitary Sewer Fund Debt	2,407,090	1,892,606	1,558,586	1,137,142	1,137,142	1,137,142
Total Sanitary Sewer Utility	24,175,431	23,081,381	26,135,583	27,288,287	29,798,215	26,630,540
Storm Water Utility	5,176,863	5,592,854	5,694,417	9,269,485	7,246,357	7,246,357
Total Enterprise Funds Budget	36,481,634	35,051,144	38,511,408	43,386,978	43,875,575	40,707,900
Total Budget with Transfers	154,600,891	160,969,342	176,228,706	181,873,377	184,306,221	181,985,382
Internal Service Funds	31,523,884	30,488,662	9,173,347	11,189,995	8,702,788	8,702,788
Capital Improvements			87,503,676	175,287,130	182,361,404	190,651,051
Debt Service	8,787,549	9,467,989	9,891,111	9,755,192	11,255,192	11,255,192
Rochester EDA	1,175,111	3,613,022	1,172,619	943,320	943,320	943,320
Grand Totals	196,087,436	204,539,015	283,969,459	379,049,014	387,568,925	393,537,733

City of Rochester, MN
Expenditure Trend Data by Object

Description	2017	2018	2019	Requested	2020 Budget	
	Actuals	Actuals	Budget		Recommended	Adopted
Expenditures						
Employee Services						
Regular Salaries	52,006,211	54,020,100	60,279,068	60,929,918	61,321,713	61,606,524
Temporary Salaries	1,841,199	2,063,901	2,079,290	1,850,538	1,864,038	1,864,038
Regular Overtime	1,950,701	2,457,736	1,688,865	1,724,965	1,724,965	1,792,306
Other Pay	987,879	866,995	585,785	679,054	679,054	679,054
Employee Benefits - Pensions	8,860,682	9,479,713	10,430,501	10,694,660	10,760,459	10,820,261
Employee Benefits - Insurance	12,408,052	14,292,215	16,365,175	17,666,479	17,895,270	18,010,234
Other Employee Benefits	52,853	52,036	52,668	56,448	56,448	56,448
Employee Services	78,107,577	83,232,696	91,481,352	93,602,062	94,301,947	94,828,865
Contractual Services						
Rents and Leases	1,707,557	1,890,934	2,140,013	2,030,708	2,030,829	2,030,829
Adv, Publishing, & Printing	650,435	704,522	929,438	820,338	882,838	890,038
Contractual Mtce & Repair	5,008,993	5,224,510	5,614,684	5,769,897	6,129,897	6,129,897
Expert & Professional Services	13,969,038	15,572,111	18,138,926	18,335,816	19,283,316	19,278,316
Communications	647,987	732,057	724,720	706,741	706,741	707,599
Travel/Training/Business Meals	715,882	811,593	835,926	845,326	955,326	958,986
Subscriptions/Bks/Membership	565,654	574,278	482,310	510,897	378,897	418,823
Utilities	6,595,455	6,971,177	6,957,282	6,272,322	6,262,322	6,262,322
Insurance and Bonds	1,087,036	1,137,859	1,343,997	1,117,373	1,117,373	1,117,373
Contractual Services	8,490,652	8,697,984	9,769,921	9,757,085	9,757,567	9,757,567
Contractual Services	39,438,690	42,317,024	46,937,217	46,166,503	47,505,106	47,551,750
Materials and Supplies						
Office Supplies	322,437	428,486	510,848	504,574	531,874	547,074
Veh & Mach Operating Supplies	2,820,215	3,339,221	3,846,556	3,931,877	3,971,877	3,971,877
Clothing & Protective Equipment	507,992	380,658	472,502	431,738	458,414	458,414
Commodities	1,014,738	1,060,912	1,078,820	736,820	736,820	736,820
Equipment, Tools, & Misc Parts	989,367	1,102,319	1,549,844	1,504,225	1,504,225	1,504,225
Construction Materials	1,094,225	940,217	1,360,417	1,373,207	1,373,207	1,373,207
Supplies	1,059,107	985,822	1,068,529	941,857	941,857	941,857
Materials and Supplies	7,808,080	8,237,634	9,887,516	9,424,298	9,518,274	9,533,474
Other Charges						
Judgmnts/Penalties/Settlements	278,019	35,070	29,465	28,465	28,465	28,465
Contributions	3,970,959	4,032,443	4,946,807	6,720,214	6,753,490	6,997,889
Taxes and Licenses	3,853,507	3,971,967	4,210,758	4,450,326	4,450,506	4,450,506
Depreciation and Interest	10,650,534	9,043,455	9,832,000	9,260,000	9,260,000	9,260,000
Other Charges	6,114,563	6,417,223	7,825,146	7,639,302	7,464,693	7,464,693
Other Charges	24,867,583	23,500,158	26,844,176	28,098,307	27,957,154	28,201,553
Capital Outlay						
Furniture and Equipment	69,532	327,096	95,643			
Machinery and Vehicles			502,054		204,950	204,950
Library Media	647,113	708,871	684,626	661,433	661,433	661,433
Capital Outlay	716,646	1,035,966	1,282,323	661,433	866,383	866,383
Bonds-Principal & Interest						
Principal and Interest on Bonds	2,405,390	1,891,806	1,558,586	1,137,142	1,137,142	1,137,142
Bonds-Principal & Interest	2,405,390	1,891,806	1,558,586	1,137,142	1,137,142	1,137,142
Allocated to Other Activities						
Allocations to Other Activities	(8,194,539)	(8,097,170)	(8,851,926)	(9,319,809)	(9,400,123)	(9,400,123)
Allocated to Other Activities	(8,194,539)	(8,097,170)	(8,851,926)	(9,319,809)	(9,400,123)	(9,400,123)
Total Operating Budget	145,149,427	152,118,114	169,139,244	169,769,936	171,885,883	172,719,044
Operating Transfers						
Operating Transfers	9,451,465	8,851,228	7,089,462	12,103,441	12,420,338	9,266,338
Operating Transfers	9,451,465	8,851,228	7,089,462	12,103,441	12,420,338	9,266,338
Total Budget with Transfers	154,600,891	160,969,342	176,228,706	181,873,377	184,306,221	181,985,382
Internal Service Funds						
Internal Service Funds	31,523,884	30,488,662	9,173,347	11,189,995	8,702,788	8,702,788
Capital Improvements			87,503,676	175,287,130	182,361,404	190,651,051
Debt Service	8,787,549	9,467,989	9,891,111	9,755,192	11,255,192	11,255,192

**City of Rochester, MN
Expenditure Trend Data by Object**

Description	2017	2018	2019	Requested	2020 Budget	
	Actuals	Actuals	Budget		Recommended	Adopted
Rochester EDA	1,175,111	3,613,022	1,172,619	943,320	943,320	943,320
Total Budget	196,087,436	204,539,015	283,969,459	379,049,014	387,568,925	393,537,733





Section II

General Governmental

Operating

Budget Details

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Core Responsibilities

The Mayor and City Council are responsible for the establishment, implementation and administration of City policies and the passage of laws governing the City of Rochester.

2020 Objectives

The goals and objectives shall be established by the Mayor and Council.

The contributions in account 84280 for other activities include:

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Human Rights Commission.*	\$6,000	\$6,000	\$0	\$0
2. Youth Commission.*	\$21,500	\$21,500	\$0	\$0
3. Rochester on Tour.	\$10,000	\$10,000	\$10,000	\$0
4. Truth in Taxation Notices.	\$0	\$6,658	\$6,306	\$6,000
5. Community Housing Partnership.	\$5,000	\$0	\$0	\$0
6. Mayor's Initiatives 2020.	\$0	\$0	\$0	\$50,000
7. Celebration of a City.**	\$0	\$0	\$0	\$25,000
8. 4 th of July.**	\$0	\$0	\$0	\$40,000
9. Miscellaneous.	\$34,175	\$3,962	\$56,792	\$200
Total	\$76,675	\$48,120	\$73,098	\$121,200

*These line items were moved to Community Reinvestment (44400).

**These line items were moved from Community Reinvestment (44400).



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of City Council meetings.	26	33	30	28
2. # of Council meeting items.	1,150	922	1,300	1,200
3. # of Council Committee meetings.	40	42	40	40

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Budgeted Memberships:				
1. Coalition of Greater MN Cities - General Assessment.	\$81,550	\$81,294	\$79,257	\$0
2. National League of Cities.	\$8,743	\$8,743	\$9,005	\$9,006
3. US Conference of Mayors.	\$9,181	\$9,181	\$9,181	\$9,181
4. League of Minnesota Cities.	\$37,933	\$38,112	\$38,424	\$38,424
5. Highway 14 Partnership.	\$8,000	\$8,000	\$8,000	\$0
6. Urban Land Institute (2017-Mayor and 1 council member, 2018-Mayor only).	\$525	\$220	\$525	\$185
7. MN Mayors Association.	\$30	\$30	\$30	\$30
8. SE MN League of Municipalities.	\$40	\$40	\$40	\$40
9. Other.	\$0	\$0	\$10,438	\$10,235
Total	\$146,002	\$145,620	\$154,900	\$67,101

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00101 41310

General Government	General Fund			Mayor & City Council		
	2017	2018	2019	2020 Budget	2020 Budget	2020 Budget
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
00101 General Fund						
41310 Mayor & City Council						
Expenditures						
Employee Services						
Regular Salaries	263,545	272,361	284,177	276,744	276,744	276,744
Temporary Salaries					4,500	4,500
Other Pay	32,157	30,794	23,940	16,740	16,740	16,740
Employee Benefits - Pensions	24,206	25,057	27,861	25,758	26,102	26,102
Employee Benefits - Insuranc	56,770	75,742	70,572	95,433	95,657	95,657
Other Employee Benefits	234	144	144	144	144	144
Employee Services	376,912	404,098	406,694	414,819	419,887	419,887
Contractual Services						
Rents and Leases	3,508	114	100	200	200	200
Adv, Publishing, & Printing	17,222	6,721	18,800	18,800	18,800	26,000
Contractual Mtce & Repair	20,270	35,262	30,000	49,000	49,000	49,000
Expert & Professional Servic	172,919	126,536	113,084	113,084	113,084	83,084
Communications	1,163	6,853	7,227	7,827	7,827	7,827
Travel/Training/Business Mea	46,946	46,351	51,720	51,720	51,720	51,720
Subscriptions/Bks/Membership	151,047	145,807	147,025	147,025	14,025	67,626
Insurance and Bonds	1,134	1,201	1,330	1,449	1,449	1,449
Contractual Services	630					
Contractual Services	414,839	368,845	369,286	389,105	256,105	286,906
Materials and Supplies						
Office Supplies	2,735	3,133	12,750	4,750	4,750	4,750
Supplies	1,010	1,791	1,200	1,200	1,200	1,200
Materials and Supplies	3,745	4,924	13,950	5,950	5,950	5,950
Other Charges						
Contributions	76,675	40,529	16,200	16,200	46,200	121,200
Other Charges	5,614	6,735	9,057	11,523	11,523	11,523
Other Charges	82,289	47,264	25,257	27,723	57,723	132,723
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	877,785	825,131	815,187	837,597	739,665	845,466
Tax Funding	877,785	825,131	815,187	837,597	739,665	845,466



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Mayor's Associate	1.00	0.00
Mayor's Executive Assistant	0.00	1.00
Council Member	6.00	6.00
Council President	1.00	1.00
Mayor	1.00	1.00
Total Regular Employees	9.00	9.00





Core Responsibilities

The City Administrator is directly appointed by the City Council to 1) provide leadership to all City departments by fostering a highly collaborative team, 2) recommend a sustainable operating and capital improvement budget, 3) formulate policy recommendations, 4) oversee special projects and initiatives, 5) ensure efficient and effective government operations, 6) engage the community in policy, program, and project planning and implementation and 7) implement the Mayor and City Council's policy decisions.

As a full service City, the Administration Department works in collaboration with the entire organization and community to advance the City Council's strategic priorities. To accomplish this, the City Administrator's department team includes the Deputy City Administrator, Assistant City Administrator II, Strategic Initiative Manager, Senior Administrative Analyst, Budget & Capital Improvement Plan Analyst, Facility Supervisor and Secretary I. The team is responsible for direct project delivery as well as providing guidance and support to all departments and working closely with the City's community partners.

2020 Objectives

1. Continue the transition to a multi-year budget and financial forecast.
2. Initiate and implement economic development projects to create jobs and grow our tax base.
3. Advance the City Council's Strategic Priorities.
4. Partner with the Destination Medical Center Corporation Board and Economic Development Agency to advance the vision.
5. Work with Legislators, Governor's Office and consultants on the City's 2020 legislative priorities.
6. Continue to establish a collaborative and cohesive Leadership Team.
7. Implement enhancements to the City's development services team, processes and policies.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of City Council meetings.	26	33	30	28
2. # of Council meeting items.	1,150	922	1,300	1,200
3. # of Council Committee meetings.	40	42	40	40

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % Administration agenda items referred back for more study/info.	1%	1%	1%	1%
2. % all agenda items referred back for more study/info.	1%	1%	1%	1%
3. Full-time government fund employees per 1,000 population.	5.73	5.98	6.09	6.05

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

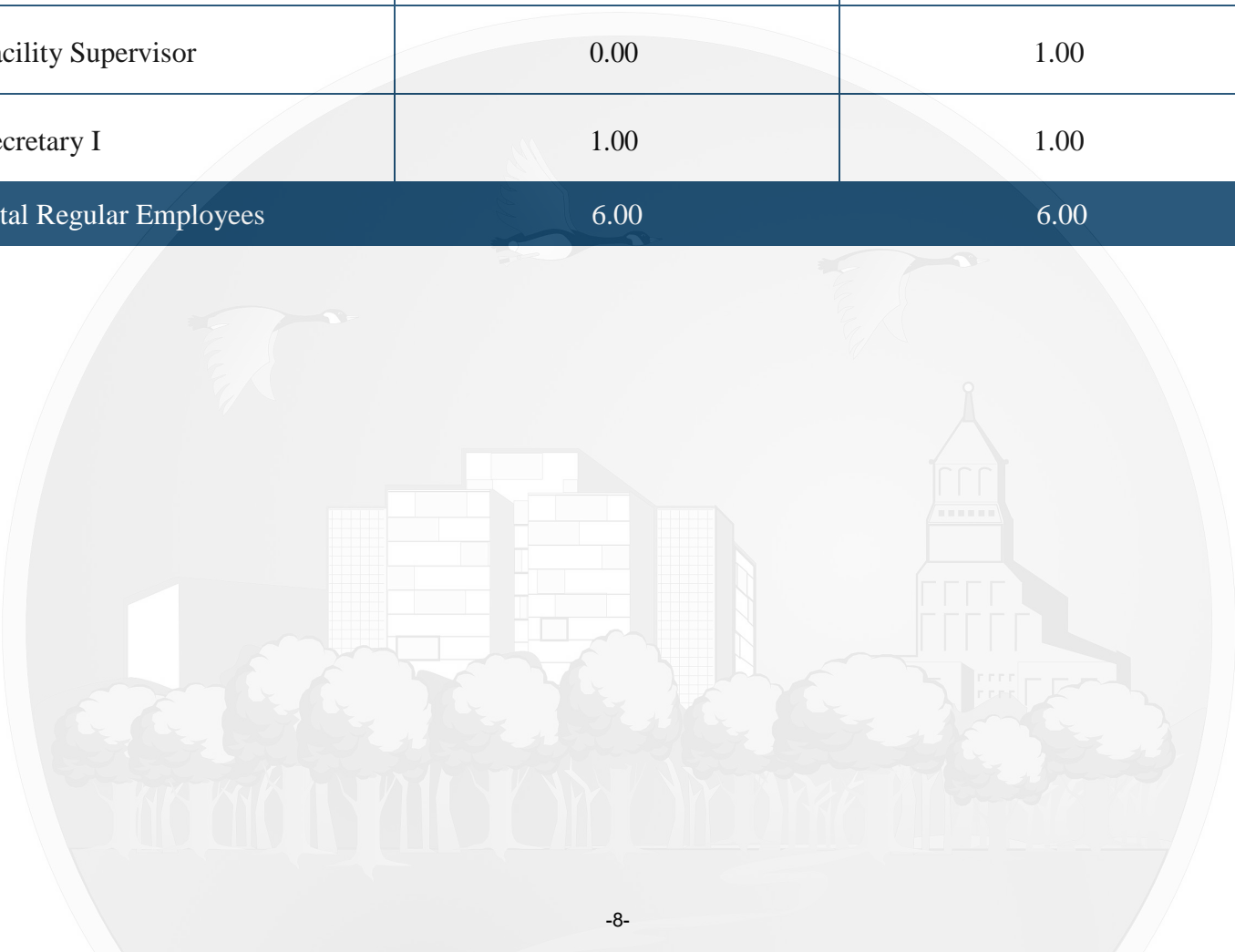
Account Number
00101 41320

General Government Description	General Fund			City Administration		
	2017 Actual	2018 Actual	2019 Budget	Requested	2020 Recommended	Budget Adopted
41320 City Administration						
Expenditures						
Employee Services						
Regular Salaries	547,267	601,840	749,263	670,452	746,419	746,419
Temporary Salaries		7,119	8,320	8,320	8,320	8,320
Regular Overtime		163				
Other Pay	114,433	100,331	567	1,573	1,573	1,573
Employee Benefits - Pensions	87,663	89,076	114,774	102,835	114,343	114,343
Employee Benefits - Insuranc	200,154	221,697	112,446	106,821	140,262	140,262
Other Employee Benefits	264	360	288	492	492	492
Employee Services	949,781	1,020,586	985,658	890,493	1,011,409	1,011,409
Contractual Services						
Rents and Leases	1,314	1,357	1,800	1,000	1,000	1,000
Adv, Publishing, & Printing	1,133	2,389	900	900	900	900
Expert & Professional Servic	49,281	151,938	54,060	61,060	244,060	269,060
Communications	4,514	7,019	7,558	7,558	7,558	7,558
Travel/Training/Business Mea	57,902	33,744	22,480	32,400	32,400	32,400
Subscriptions/Bks/Membership	4,731	7,648	5,293	7,750	7,750	7,750
Insurance and Bonds	2,334	3,176	3,515	3,834	3,834	3,834
Contractual Services	90					
Contractual Services	121,299	207,271	95,606	114,502	297,502	322,502
Materials and Supplies						
Office Supplies	8,016	20,261	8,500	8,500	14,100	14,100
Supplies	26					
Materials and Supplies	8,042	20,261	8,500	8,500	14,100	14,100
Other Charges						
Other Charges	17,131	15,430	19,155	20,982	20,982	20,982
Other Charges	17,131	15,430	19,155	20,982	20,982	20,982
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	1,096,253	1,263,548	1,108,919	1,034,477	1,343,993	1,368,993
Non-Tax Revenue	249	20,000				



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
City Administrator	1.00	1.00
Deputy City Administrator	0.00	1.00
Asst City Administrator II	1.00	0.00
Strategic Initiative Manager	1.00	0.00
Senior Administrative Analyst	1.00	1.00
Budget & CIP Analyst	1.00	1.00
Facility Supervisor	0.00	1.00
Secretary I	1.00	1.00
Total Regular Employees	6.00	6.00





Core Responsibilities

The Office of the City Clerk serves the City of Rochester through three primary areas of work. Multiple functions in each of those areas fall within the responsibility of the City Clerk Business Unit. The common thread in this work unit is the commitment to focusing on connections both inside the organization and out into the community in alignment with the office's vision:

Everything we do is centered on helping people connect to, work with, understand, and impact their local government.

Functions within the first area of work comprised of Statutory & Clerk duties include serving as the Clerk of Council, holding the role of the City's Records Manager and Responsible Authority for Data Practices, serving as the keeper of the City Seal and providing other delegated services for residents.

The second area of work is focused on coordinating and connecting City departments in serving the community, and is comprised of Direct Public Service Functions. Included in this area is handling assessments, administering the business licensing program and other City licenses and permits, handling all City mail and providing City bursar services.

The third area of the Office's work manages direct Communications and Resident Connections. The Clerk's Office serves as the front desk and main phone to City Hall, marking the first point of contact for many residents with their City government. Communications and engagement work across the organization, as well as racial equity initiatives, find a home base within this area, which also includes direct management of City-wide communications channels.

2020 Objectives

1. Understand stakeholder perspectives, needs and priorities to identify opportunities for improvement across the spectrum of services being coordinated out of the office.
2. Continue review of and updates to City ordinances and regulations for licenses and permits to ensure identified objectives for the licensing program are being effectively met.
3. Provide records management consultative services to all City departments, including in the use of the Laserfiche document imaging system, to increase ease of access to information through consistent practices in alignment with state law.
4. Build capacity in coordinating communications and engagement work across the enterprise to ensure a cohesive message and approach in working effectively with the entire community.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of annual licenses issued.	1,240	1,500	1,600	1,800
2. # of social media followers.	400	1,475	8,000	16,000
3. # of data practices requests processed.	130	275	300	350
4. # of ordinance changes to license processes.	2	2	4	5

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of council minutes approved within 30 days.	100%	98%	85%	100%
2. % of phone calls to the main line answered without voicemail.	95%	93%	94%	98%
3. % of license types available for online renewal.	38%	40%	85%	100%
4. % of license renewals completed online.	10%	25%	40%	50%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

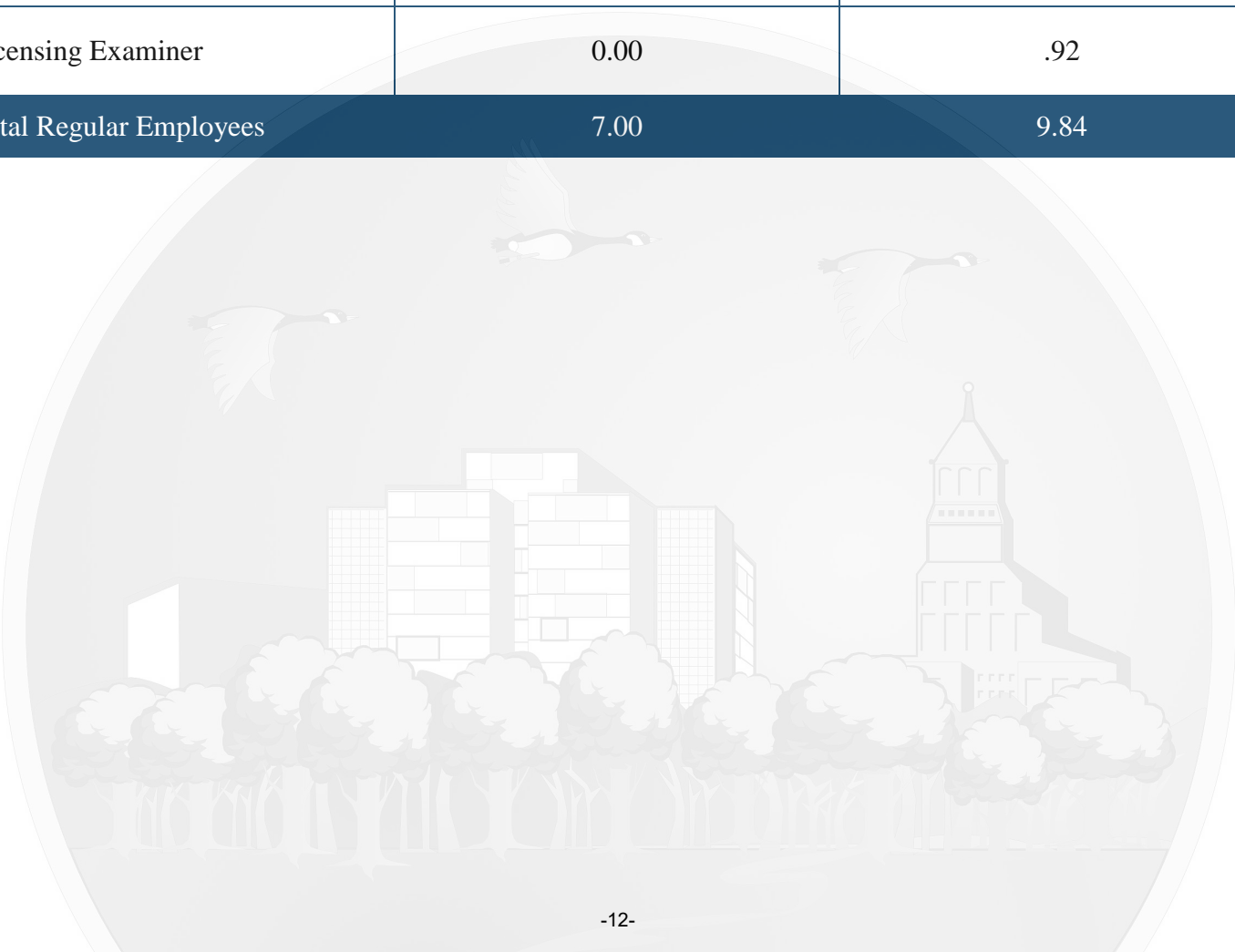
Account Number
00101 41410

General Government Description	General Fund			City Clerk		
	2017 Actual	2018 Actual	2019 Budget	2020 Requested	Budget Recommended	Adopted
41410 City Clerk						
Expenditures						
Employee Services						
Regular Salaries	338,794	382,764	588,320	658,460	658,460	788,952
Temporary Salaries	5,410	1,890	2,912	2,912	2,912	2,912
Regular Overtime	152	1,821	100	100	100	100
Other Pay	4,857	26,927	1,040	1,695	1,695	1,695
Employee Benefits - Pensions	50,934	57,083	89,368	99,994	99,994	119,763
Employee Benefits - Insuranc	79,186	134,335	142,051	222,171	222,596	282,856
Other Employee Benefits	552	504	936	1,152	1,152	1,152
Employee Services	479,885	605,324	824,727	986,484	986,909	1,197,430
Contractual Services						
Rents and Leases	97	1,008	240	300	300	300
Adv, Publishing, & Printing	574	6,450	61,050	61,050	121,050	121,050
Contractual Mtce & Repair	25,929	29,362	41,000	41,000	41,000	41,000
Expert & Professional Servic	3,157	28,130	2,420	2,420	2,420	2,420
Communications	3,927	6,378	8,544	7,608	7,608	8,466
Travel/Training/Business Mea	10,145	8,175	18,415	18,495	40,495	43,995
Subscriptions/Bks/Membership	558	145	2,120	2,120	3,120	3,120
Insurance and Bonds	824	831	922	1,003	1,003	1,003
Contractual Services		53,245	20,808			
Contractual Services	45,211	133,724	155,519	133,996	216,996	221,354
Materials and Supplies						
Office Supplies	4,050	6,103	4,226	4,226	4,226	19,426
Supplies	718	147	718	718	718	718
Materials and Supplies	4,768	6,250	4,944	4,944	4,944	20,144
Other Charges						
Taxes and Licenses		380				
Other Charges	11,413	12,363	14,905	18,646	18,646	18,646
Other Charges	11,413	12,743	14,905	18,646	18,646	18,646
Capital Outlay						
Furniture and Equipment		26,234				
Capital Outlay		26,234				
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(100,458)	(199,677)	(192,520)	(323,261)	(323,261)	(323,261)
Allocated to Other Activities	(100,458)	(199,677)	(192,520)	(323,261)	(323,261)	(323,261)
Operating Transfers						
Expenditures	440,819	584,598	807,575	820,809	904,234	1,134,313
Non-Tax Revenue	294,193	281,108	284,833	284,833	284,833	566,149



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Assistant Clerk I	1.00	1.00
Assistant Clerk II	2.00	3.92
Deputy City Clerk	1.00	1.00
City Clerk/Comm Director	1.00	1.00
Comm & Engagement Manager	1.00	1.00
City Records Manager	1.00	1.00
Licensing Examiner	0.00	.92
Total Regular Employees	7.00	9.84





Core Responsibilities

The work of the Elections business unit of the City Clerk's Office falls within the first bucket of responsibilities for the Office, those that comprise Charter and Statutory Clerk Duties. This work can be broken down into four primary functions contributing to the overall mission of guaranteeing that the citizens of Rochester are afforded their right to vote without prejudice or discrimination, following all federal, state and local election laws.

1. To ensure all eligible voters in Rochester are election ready and know the basic information needed to cast a ballot.
2. To ensure that voting precinct locations are safe and accessible environments for voters and the election judges there to serve voters.
3. To recruit and serve a cadre of election judges able to effectively meet the needs of Rochester voters in polling places on Election Day.
4. To assist candidates for local municipal office with filing for office and meeting disclosure requirements.

2020 Objectives

1. Work with the League of Minnesota Cities, the Minnesota Clerks and Finance Officers Association, the Secretary of State's Office, and the Legislature to develop and implement legislation that enhances the ability of all qualified voters to participate in the electoral process.
2. Develop and deploy voter information resources across a range of mediums to ensure all eligible voters can access the details of when, where, and how to vote.
3. Build out a recruitment plan for election judges reflective of the communities being served.
4. Ensure the administration of elections is carried out in collaboration with Olmsted County in a manner that is mutually beneficial and meets the needs of eligible voters in the City of Rochester.
5. Maintain readiness to conduct any required City special elections.
6. Aid in administering the first Presidential Primary in Minnesota since 1992, marking 3 regular election events during 2020.
7. Prepare information and materials for municipal candidates on the basics of running for office, including filing required campaign finance reports.
8. Develop procedures to process any petitions filed for candidates or charter amendments.

Elections



Company / Business Unit
00101 41420

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of elections.	N/A	2	N/A	3
2. # of election judges recruited, assigned, managed and paid.	N/A	599	N/A	700
3. # of precincts coordinated.	N/A	52	N/A	52
4. # of candidates filing for office.	N/A	18	N/A	14

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of registered voters who choose to cast a ballot.	N/A	73%	N/A	85%
2. % of voters casting a ballot before Election Day.	N/A	27%	N/A	35%
3. # of new election judges recruited to serve in a polling place.	N/A	125	N/A	200
4. # of election judges able to provide assistance in a language other than English.	N/A	Unknown	N/A	100

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00101 41420

General Government Description	General Fund			Elections		
	2017 Actual	2018 Actual	2019 Budget	Requested	2020 Budget Recommended	Adopted
41420 Elections						
Expenditures						
Employee Services						
Temporary Salaries		20,120				
Regular Overtime		566		1,000	1,000	1,000
Employee Benefits - Pensions		1,583		152	152	152
Employee Benefits - Insuranc		14				
Employee Services		22,283		1,152	1,152	1,152
Contractual Services						
Rents and Leases		3,423	150	10,800	10,800	10,800
Adv, Publishing, & Printing		1,199		2,875	2,875	2,875
Expert & Professional Servic	438	136,571	20,000	223,328	223,328	223,328
Communications	2	1,150	2,600	4,000	4,000	4,000
Travel/Training/Business Mea	1,422	80	1,200	1,200	1,200	1,200
Subscriptions/Bks/Membership	200		200	200	200	200
Insurance and Bonds	8	8	10	10	10	10
Contractual Services	15,601	120,185	82,366	128,912	128,912	128,912
Contractual Services	17,671	262,616	106,526	371,325	371,325	371,325
Materials and Supplies						
Office Supplies		411		526	526	526
Materials and Supplies		411		526	526	526
Other Charges						
Other Charges	851	780	2,180	2,180	2,180	2,180
Other Charges	851	780	2,180	2,180	2,180	2,180
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	18,522	286,090	108,706	375,183	375,183	375,183
Non-Tax Revenue		40,883		45,283	45,283	45,283

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Core Responsibilities

The work of the Parking Ticket Collections business unit of the City Clerk's Office falls within the second bucket of responsibilities for the Office, those that comprise Direct Public Service Functions.

The City Clerk's Office is designated by the District Court to serve as the Parking Violations Collections Bureau for all of Olmsted County. This collections work is done in collaboration with law enforcement agencies in Olmsted County, including the Rochester Police Department. Funding comes from the Parking Enterprise Fund, and fine revenue goes back into the Parking Enterprise Fund.

The City Clerk's Office has responsibility for the collection of parking violations, receiving and processing all in person and mail payments and overseeing and troubleshooting the use of the parking citation management system. Teammates in the Clerk's Office also enter all hand written citations from law enforcement officers not using the electronic citation system. The Office is also responsible for overseeing the administration of residential and business permit parking, including issuing new permits and annual renewals.

2020 Objectives

1. Continue shifting parking ticket objections to a formalized process developed in conjunction with the Police Department to eliminate inconsistencies in how complaints regarding violations are handled.
2. Support a continued shift towards online payments for parking violations, with work specifically to identify barriers to more payments being made online.
3. Manage questions from parkers with access to more complete up front information in order to address frequent areas of concerns.
4. Work with the vendor for the software used to manage the permit parking program to ensure all renewals for residential permit parking are sent out in a timely basis to enable on time renewals.

Parking Ticket Collections



Company / Business Unit
00101 41430

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of parking tickets issued.	37,000	29,350	35,000	40,000
2. # of vehicles towed as a result of parking citations.	0	18	30	40
3. # of residential parking permits.	4,493	3,275	3,800	4,500
4. # of additions to residential parking zones.	unknown	4	3	4

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of parking tickets requiring processing by Clerk's Office staff.	58%	55%	50%	50%
2. % of parking tickets paid within 30 days.	unknown	80%	80%	85%
3. % of parking tickets paid online.	42%	45%	50%	50%
4. % of parking tickets contested.	unknown	15%	15%	10%

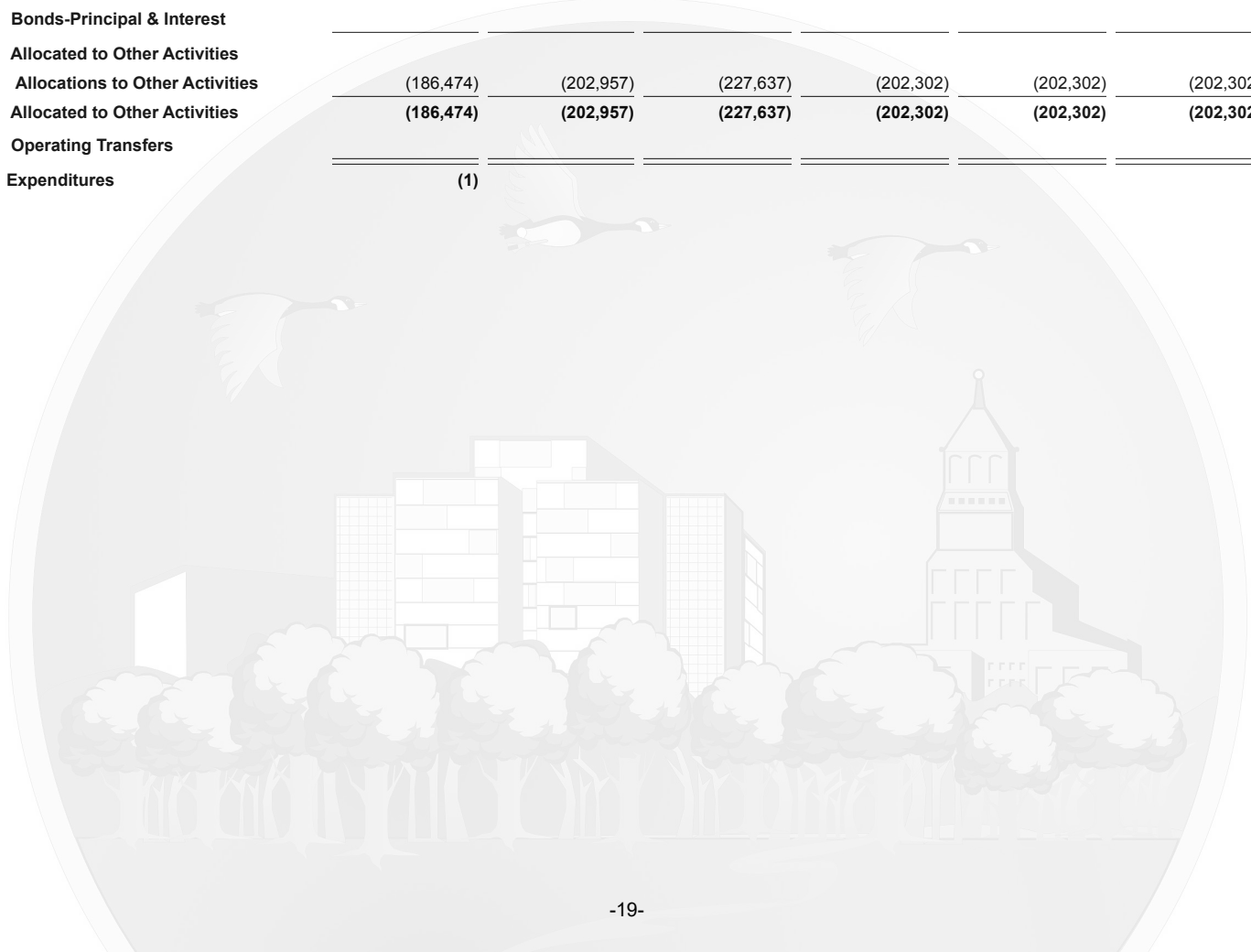
Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00101 41430

General Government Description	General Fund			Parking Ticket Collections		
	2017 Actual	2018 Actual	2019 Budget	Requested	2020 Budget Recommended	Adopted
41430 Parking Ticket Collections						
Expenditures						
Employee Services						
Regular Salaries	61,528	63,834	65,142			
Regular Overtime		2,949				
Employee Benefits - Pensions	9,179	9,956	9,869			
Employee Benefits - Insuranc	15,047	16,982	19,189			
Other Employee Benefits	144	144	144			
Employee Services	85,898	93,865	94,344			
Contractual Services						
Adv, Publishing, & Printing	2,165	8,697	5,600	5,600	5,600	5,600
Contractual Mtce & Repair	36,248	44,392	42,600	42,600	42,600	42,600
Communications	342	341	345	345	345	345
Travel/Training/Business Mea			580	500	500	500
Contractual Services	52,340	51,405	78,844	147,783	147,783	147,783
Contractual Services	91,095	104,835	127,969	196,828	196,828	196,828
Materials and Supplies						
Office Supplies	4,189	47	537	537	537	537
Materials and Supplies	4,189	47	537	537	537	537
Other Charges						
Other Charges	5,291	4,210	4,787	4,937	4,937	4,937
Other Charges	5,291	4,210	4,787	4,937	4,937	4,937
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(186,474)	(202,957)	(227,637)	(202,302)	(202,302)	(202,302)
Allocated to Other Activities	(186,474)	(202,957)	(227,637)	(202,302)	(202,302)	(202,302)
Operating Transfers						
Expenditures	(1)					



Parking Ticket Collections



Company / Business Unit
00101 41430

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Assistant Clerk II	1.00	0.00
Total Regular Employees	1.00	0.00





Core Responsibilities

The City Clerk's Office administers the Administrative Fine program on behalf of all City departments, providing the consistent framework for enforcement, violation fine collections and the administrative hearing process.

The objective of the program is to provide for the administrative enforcement of City ordinances where appropriate, while ensuring all citizens of Rochester are afforded their right to an administrative hearing process should they choose to utilize it.

2020 Objectives

1. Continue to review the Administrative Fine Ordinance for updating as needed.
2. Train teammates in departments, as needed, for the proper handling of ordinance citations.
3. Review Administrative Fine software for improvements to the process and coordination among departments.
4. Work with City departments in coordinating the Administrative Fine process, including planning for adaptations to existing processes following shifts in planned operations in the organization.
5. Develop additional information resources for the public on the Administrative Fine process.
6. Continue working to ensure the hearing process is clear, accessible, and reasonable for all wishing to participate in contesting fines.

Administrative Fines



Company / Business Unit
00101 41450

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of police citations.	1	0	0	0
2. # of snow removal citations.	148	219	237	246
3. # of weed removal citations.	458	263	300	300
4. # of hearings requested.	30	65	80	80
5. # of hearings held.	2	2	10	15

Effectiveness Measurements

Measures for this program are being developed.				
--	--	--	--	--

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

**Account Number
00101 41450**

General Government Description	General Fund		Administrative Fines			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
41450 Administrative Fines						
Expenditures						
Employee Services						
Contractual Services						
Adv, Publishing, & Printing	4,739		4,739	4,739	4,739	4,739
Expert & Professional Serv	647	746	650	650	650	650
Communications	696	663	700	700	700	700
Insurance and Bonds	2	2	4	2	2	2
Contractual Services	24,668	42,750	27,740	42,400	42,400	42,400
Contractual Services	30,752	44,161	33,833	48,491	48,491	48,491
Materials and Supplies						
Other Charges						
Other Charges	228	848	900	900	900	900
Other Charges	228	848	900	900	900	900
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	30,980	45,009	34,733	49,391	49,391	49,391
Non-Tax Revenue	29,233	24,429	29,308	29,308	29,308	29,308
Tax Funding	1,747	20,580	5,425	20,083	20,083	20,083



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Core Responsibilities

The Finance Department's responsibility is to accurately and expeditiously perform accounting and financial functions required by law or administrative practices.

Major activities include:

1. Financial reporting.
2. Accounting and internal audit.
3. Long-term financing and investment management.
4. Advise Administration and Common Council.
5. Purchasing, risk management and insurance.
6. Budgeting and forecasting.
7. Operational financial management support to departments.

2020 Objectives

1. Coordinate contracted audit of grants, sales tax, general accounting and internal controls for the City; prepare audited Comprehensive Annual Financial Report of the City.
2. Assist Administration in compilation, analysis, and preparation of annual City budget document.
3. Provide support to end users of financial and payroll software packages.
4. Continued updating of accounting and purchasing processes.
5. Apply new pronouncements of General Accounting Standards Board.
6. Continuous improvements to City's cost accounting system.
7. Assist Administration and other departments in financial review and issue analysis as required.
8. Provide timely, useful financial information to internal and external users.
9. Complete a minimum of 10 internal audit reviews.
10. Further develop a long-term financial plan and process.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of operating business units.	144	148	149	150
2. # of open capital projects.	832	857	880	890
3. # of insurance claims processed.	298	321	325	325
4. # of accounts payable voucher documents processed.	35,915	35,638	35,800	35,950
5. # of accounts payable checks written.	7,981	7,802	7,700	7,500
6. # of accounts receivable accounts/month.	170	159	155	157
7. # of general accounting journal entry batches posted.	8,189	8,540	8,940	9,340

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of mo. closings accomplished within 5 working days.	83%	66.6%	75%	83%
2. # of Federal Financial Assistance audit findings.	0	0	0	0
3. % of Finance Department expenses to total government operating expenses.	0.82%	.90%	.87%	.64%
4. Annual % rate of return on investment portfolio.	1.30%	1.62%	1.35%	1.35%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

General Government	General Fund		Finance			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
41500 Finance						
Expenditures						
Employee Services						
Regular Salaries	986,119	1,071,099	1,270,829	1,316,707	1,316,707	1,316,707
Temporary Salaries		10,830	8,320	8,320	8,320	8,320
Other Pay	45,609	24,726	103,694	3,839	3,839	3,839
Employee Benefits - Pensions	146,405	160,633	193,168	200,118	200,118	200,118
Employee Benefits - Insuranc	233,214	255,064	329,740	376,637	377,611	377,611
Other Employee Benefits	1,803	1,752	1,932	2,148	2,148	2,148
Employee Services	1,413,150	1,524,104	1,907,683	1,907,769	1,908,743	1,908,743
Contractual Services						
Rents and Leases	364	664	550	550	550	550
Adv, Publishing, & Printing	1,277	1,548	1,400	1,400	1,400	1,400
Contractual Mtce & Repair	38,698	31,374	31,268	31,268	31,268	31,268
Expert & Professional Servic	50,014	56,211	50,735	57,735	57,735	57,735
Communications	9,020	10,008	10,081	10,081	10,081	10,081
Travel/Training/Business Mea	14,875	15,837	16,560	16,560	16,560	16,560
Subscriptions/Bks/Membership	2,379	1,645	2,400	2,400	2,400	2,400
Insurance and Bonds	3,979	4,356	4,821	5,259	5,259	5,259
Contractual Services	120,606	121,643	117,815	125,253	125,253	125,253
Materials and Supplies						
Office Supplies	6,025	8,847	12,280	9,280	9,280	9,280
Equipment, Tools, & Misc Par	57	3,243	3,800	3,800	3,800	3,800
Supplies	74	184				
Materials and Supplies	6,156	12,274	16,080	13,080	13,080	13,080
Other Charges						
Other Charges	17,428	19,238	29,553	38,180	38,180	38,180
Other Charges	17,428	19,238	29,553	38,180	38,180	38,180
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities		(360)				
Allocated to Other Activities		(360)				
Operating Transfers						
Expenditures	1,557,340	1,676,899	2,071,131	2,084,282	2,085,256	2,085,256
Non-Tax Revenue						
	5,146	7,530				
Tax Funding	1,552,194	1,669,369	2,071,131	2,084,282	2,085,256	2,085,256



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Senior Financial Analyst	1.00	1.00
General Accountant-City Finance	3.00	3.00
Assistant Finance Director	1.00	1.00
Internal Auditor	1.00	1.00
Insurance/Purchasing Clerk	1.00	1.00
Director of Finance & IT	1.00	1.00
Senior Financial Analyst	1.00	1.00
Senior Financial Analyst	1.00	1.00
Risk Mgr/Purchasing Officer	1.00	1.00
Accounting Supervisor-Finance	1.00	1.00
Accounting Technician	2.00	2.00
Total Regular Employees	14.00	14.00



Core Responsibilities

The City Attorney's mission is to serve as the legal advisor and representative for the City of Rochester, its officials, boards and commissions in all of the City's legal affairs and to prosecute those criminal offenses occurring within the City's boundaries as provided by the state law.

2020 Objectives

1. Carry out the City Attorney's mission statement as best as possible despite the office's limited resources.
2. Adapt to new criminal justice technology (e-charging, e-filing, body camera data) in processing the office's criminal caseload.
3. Encourage and cooperate with the Olmsted County Justice Commission to increase criminal caseload efficiency and reduce overtime costs resulting from the criminal case scheduling process.
4. Support, guide and inform victims through criminal justice process and refer them to appropriate resources as needed.
5. Adequately and efficiently ensure victim's rights as outlined in MN Statute 611A.





Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Civil litigation cases opened.	54	48	60	72
2. City department files opened.	19	12	14	15
3. Total fine revenue.	\$376,622	\$375,280	\$377,000	\$377,000

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Criminal court appearances.	3,509	3,733	3,888	3,960
2. Criminal trial preparation.	1,223	982	840	900
3. Criminal witness contacts.	5,216	5,414	4,056	4,800
4. New criminal files.	1,819	1,789	2,604	2,700
5. Criminal plea negotiations.	5,114	5,368	5,124	5,200
6. Domestic victims assisted.	175	174	180	200
7. General crime victim assistance.	322	318	350	375

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

General Government	General Fund		Legal			
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
41600 Legal						
Expenditures						
Employee Services						
Regular Salaries	1,087,829	1,109,293	1,154,194	1,182,646	1,182,646	1,182,646
Temporary Salaries	892					
Regular Overtime	51					
Other Pay	8,595	75,746	15,792	1,666	1,666	1,666
Employee Benefits - Pensions	160,302	167,433	176,029	179,170	179,170	179,170
Employee Benefits - Insuranc	171,211	256,911	256,060	231,945	232,743	232,743
Other Employee Benefits	1,721	1,674	1,728	1,848	1,848	1,848
Employee Services	1,430,601	1,611,057	1,603,803	1,597,275	1,598,073	1,598,073
Contractual Services						
Rents and Leases	271	184	500	500	500	500
Adv, Publishing, & Printing	830	1,834	1,000	1,000	1,000	1,000
Contractual Mtce & Repair	10,915	9,795	14,255	14,255	14,255	14,255
Expert & Professional Servic	453,563	148,941	400,995	400,995	400,995	400,995
Communications	5,931	7,800	7,812	7,812	7,812	7,812
Travel/Training/Business Mea	14,648	37,085	6,860	6,860	6,860	6,860
Subscriptions/Bks/Membership	20,049	17,799	19,250	20,645	20,645	20,645
Insurance and Bonds	4,025	4,451	4,926	5,373	5,373	5,373
Contractual Services	150	120				
Contractual Services	510,382	228,009	455,598	457,440	457,440	457,440
Materials and Supplies						
Office Supplies	12,522	11,772	4,000	4,000	4,000	4,000
Materials and Supplies	12,522	11,772	4,000	4,000	4,000	4,000
Other Charges						
Contributions	10,000	10,000	14,627	14,627	14,627	14,627
Taxes and Licenses	1,488	1,729	1,806	1,806	1,806	1,806
Other Charges	15,798	16,239	23,446	24,503	24,503	24,503
Other Charges	27,286	27,968	39,879	40,936	40,936	40,936
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers		11,267				
Operating Transfers		11,267				
Expenditures	1,980,791	1,890,073	2,103,280	2,099,651	2,100,449	2,100,449
Non-Tax Revenue	275,158	304,804	213,500	213,500	213,500	213,500
Tax Funding	1,705,633	1,585,269	1,889,780	1,886,151	1,886,949	1,886,949

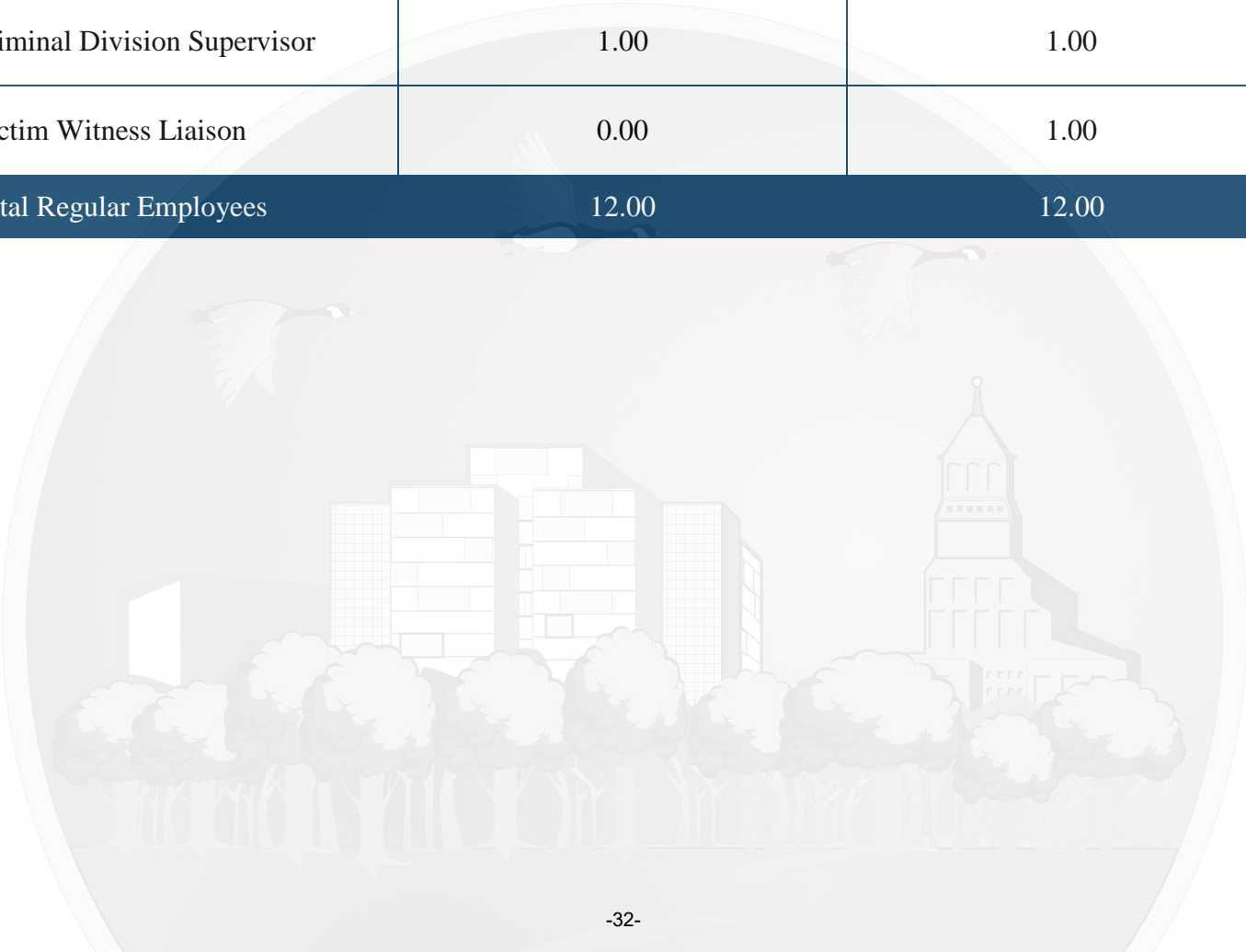
City Attorney



Company / Business Unit
00101 41600

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Assistant City Attorney I	2.00	2.00
Assistant City Attorney II	2.00	2.00
Legal Assistant	1.00	1.00
Deputy City Attorney	1.00	1.00
City Attorney	1.00	1.00
Prosecution Assistant	4.00	3.00
Criminal Division Supervisor	1.00	1.00
Victim Witness Liaison	0.00	1.00
Total Regular Employees	12.00	12.00





Core Responsibilities

Provide strategic direction and implementation guidelines for HR processes and organizational development initiatives.

Provide consultative HR services and assistance to City leadership.

Lead respectful negotiations and maintain collaborative relationships with collective bargaining groups within the City.

Assist with, and seek acceptable resolutions for, employee relations, issues, grievances, mediations and arbitrations.

Create and implement professional development opportunities that contribute to a high-caliber workforce capable of providing quality services to an increasingly diverse community.

Provide administrative oversight for policy development, payroll and compensation, recruitment and selection, benefits and safety, legal compliance and reporting and human resources information systems.

Maximize the utilization of technology to increase performance and efficiency in applicable HR practices and processes.

2020 Objectives

1. To be determined once strategic priorities are finalized by City Council.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Recruitment & Selection (FT/PT=budgeted positions)				
1. # of FT/PT/seasonal postings # of applications.	158 5164	160 5723	165 5700	155 5600
2. # of reg. FT&PT new hires # of int. prmtions/trnsfrs.	75 32	78 51	90 40	75 35
3. # of terminations/retirements Turnover rate FT/PT employees.	50 7.0%	70 8.0%	70 7.5%	75 8.0%
Employee Safety:				
1. # of employees injured (# of lost time injuries).	201 (28)	221 (28)	195 (25)	185 (24)
2. # of workdays lost # of restricted workdays.	801 1104	138 1142	530 900	520 860
Workers Compensation Costs:				
1. Annual claim costs.	\$693,690	\$445,137	\$650,000	\$640,000
2. Average cost per employee.	\$587.87	\$366.37	\$519.58	\$491.93
Payroll:				
1. Avg # payroll checks/pay period.	1,180	1,215	1,251	1,301
2. # of election judges.	0	476	0	500
3. # of FT/PT active employees # of limited appt ee.	875 446	888 465	895 484	905 505

*Election Year

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

General Government	General Fund		Human Resources			
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
41800 Human Resources						
Expenditures						
Employee Services						
Regular Salaries	841,511	874,342	1,056,840	1,133,508	1,133,508	1,133,508
Temporary Salaries	15,660		14,000	14,000	14,000	14,000
Regular Overtime	8,130	7,475	6,000	6,000	6,000	6,000
Other Pay	5,738	3,848	21,619	4,218	4,218	4,218
Employee Benefits - Pensions	124,924	128,085	164,373	174,588	174,588	174,588
Employee Benefits - Insuranc	183,975	200,063	294,011	251,745	252,576	252,576
Other Employee Benefits	1,644	1,512	1,644	1,572	1,572	1,572
Employee Services	1,181,582	1,215,325	1,558,487	1,585,631	1,586,462	1,586,462
Contractual Services						
Rents and Leases	6	31				
Adv, Publishing, & Printing	1,380	919	6,300	6,300	6,300	6,300
Contractual Mtce & Repair	135,117	135,181	142,185	149,115	203,115	203,115
Expert & Professional Servc	148,046	167,051	216,755	218,755	218,755	218,755
Communications	4,170	5,168	5,547	5,547	5,547	5,547
Travel/Training/Business Mea	62,040	64,737	74,460	77,160	152,160	152,160
Subscriptions/Bks/Membership	5,477	5,801	5,410	6,120	6,120	6,120
Insurance and Bonds	3,295	3,619	4,004	4,368	4,368	4,368
Contractual Services	60					
Contractual Services	359,591	382,507	454,661	467,365	596,365	596,365
Materials and Supplies						
Office Supplies	7,460	7,919	11,252	8,252	8,252	8,252
Supplies	14,378	16,294	16,875	16,875	16,875	16,875
Materials and Supplies	21,838	24,213	28,127	25,127	25,127	25,127
Other Charges						
Taxes and Licenses	12,614	13,140	14,028	14,500	14,500	14,500
Other Charges	11,532	13,003	27,365	34,300	34,300	34,300
Other Charges	24,146	26,143	41,393	48,800	48,800	48,800
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	1,587,157	1,648,188	2,082,668	2,126,923	2,256,754	2,256,754
Non-Tax Revenue	8,758	166				
Tax Funding	1,578,399	1,648,022	2,082,668	2,126,923	2,256,754	2,256,754

Human Resources



Company / Business Unit

00101 41800

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Human Resource Specialist	1.50	0.75
Benefits Administrator	1.00	1.00
Safety Administrator	1.00	1.00
Payroll Analyst	1.00	1.00
HRIS/Payroll Analyst	.75	.75
HR Recruitment Assistant	1.00	1.00
Senior HR Consultant	3.00	1.00
Director of Human Resources	1.00	1.00
HR Generalist	0.00	1.00
Human Resources Generalist	0.00	1.00
Assistant Director of Human Resources	0.00	1.00
Payroll Specialist	1.00	1.00
Total Regular Employees	11.25	11.50



Core Responsibilities

The mission of the Community Development Department is “to enrich our community’s future by fostering creative and innovative strategies to cultivate sustainable economic growth, build and preserve healthy neighborhoods, enhance our natural environment, and nurture arts and cultural opportunities.”

The Community Development Department plays a vital role in shaping the future of urban development of the city and drives a broad spectrum of physical development, including:

- Planning and Zoning, including development review, small area planning, zoning compliance, and Land Development Manual administration;
- Urban Design, place making, and heritage preservation;
- Sustainability;
- The creation of healthy, vibrant neighborhoods; and
- An enhanced customer experience and support for the development and construction community.

In alignment with the City’s Vision to be a vibrant, compassionate, innovative team, the establishment of the Community Development Department is part of the City’s Development Services team. Our Vision is to be recognized as America’s most innovative development services team.

2020 Objectives

Through intentional collaboration and proactive strategies, the Community Development Department will:

1. Improve the development review and zoning compliance experience for residents, business owners, developers, and entrepreneurs through efficiency and innovation.
2. Implement technology solutions that enhance customer experience and track performance.
3. Foster partnerships with the development and construction community as well as local residents to encourage citizen engagement.
4. Advance the city’s development-related strategic priorities.
5. Ensure alignment with the comprehensive plan to protect and enhance the physical, economic, environmental, and social quality of the community.
6. Partner to promote investment in Opportunity Zones and remnant parcel for redevelopment to support economic, environmental, and social capital.
7. Increase awareness of the significance of historic buildings and cultural assets.
8. Promote and lead Urban Design initiatives to support quality of life.

Community Development



Company / Business Unit
00101 41910

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of land use applications processed.	N/A	N/A	N/A	200
2. # of predevelopment meetings facilitated.	N/A	N/A	N/A	130
3. # of public hearings.	N/A	N/A	N/A	130
4. # of compliance activities.	N/A	N/A	N/A	80

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
COMMUNICATIONS & ENGAGEMENT				
1. # of outreach and education presentations on community development-related focus areas.	N/A	N/A	N/A	6
2. # of media releases promoting community development efforts.	N/A	N/A	N/A	15
3. # of videos, blogs, and other dynamic content created and shared.	N/A	N/A	N/A	12
4. Collateral material developed for Development Services.	N/A	N/A	N/A	10
SUSTAINABILITY				
1. Sustainability Education sessions.	N/A	N/A	N/A	12
2. Businesses involved in Energy Benchmarking Program.	N/A	N/A	N/A	3
HERITAGE PRESERVATION & URBAN DESIGN				
1. # of Heritage Preservation Commission applications.	N/A	N/A	N/A	6
2. Certified Local Government designation.	N/A	N/A	N/A	1
PLANNING & ZONING				
1. # of land use applications reviewed/processed.	N/A	N/A	N/A	200
2. # of predevelopment meetings facilitated.	N/A	N/A	N/A	130
3. # of public hearings.	N/A	N/A	N/A	130
4. Type I plan review completed in 3 weeks or less.	N/A	N/A	N/A	95%
5. Type I zoning certificate review completed in 72 hours or less.	N/A	N/A	N/A	95%
6. # of clients assisted at service counter or by phone.	N/A	N/A	N/A	3,800
7. Zoning cases managed.	N/A	N/A	N/A	80

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00101 41910

General Government	General Fund			Community Development		
	2017 Actual	2018 Actual	2019 Budget	2020 Requested	Budget Recommended	Adopted
41910 Community Development						
Expenditures						
Employee Services						
Regular Salaries		9,231	757,543	1,102,703	1,102,703	1,102,703
Other Pay				627	627	627
Employee Benefits - Pensions		1,393	114,768	167,060	167,060	167,060
Employee Benefits - Insuranc		6	254,469	345,878	346,728	346,728
Other Employee Benefits				1,512	1,512	1,512
Employee Services		10,630	1,126,780	1,617,780	1,618,630	1,618,630
Contractual Services						
Rents and Leases	500	755	5,000	5,000	5,000	5,000
Adv, Publishing, & Printing	489	1,332	400	7,000	7,000	7,000
Contractual Mtce & Repair				700	700	700
Expert & Professional Servic	63,125	16,442	72,500	102,500	102,500	102,500
Communications	160	15	2,808	16,680	16,680	16,680
Travel/Training/Business Mea	2,827	3,309	25,930	26,090	26,090	26,090
Subscriptions/Bks/Membership	700	700	1,300	1,300	1,300	1,300
Insurance and Bonds	39	33	92	40	40	40
Contractual Services	67,840	22,586	108,030	159,310	159,310	159,310
Materials and Supplies						
Office Supplies	125	1,290	61,600	61,600	61,600	61,600
Supplies	107	114	6,950	6,950	6,950	6,950
Materials and Supplies	232	1,404	68,550	68,550	68,550	68,550
Other Charges						
Contributions	12,891	13,650	3,081	3,081	3,081	3,081
Other Charges	2,132	1,800	2,981	18,179	18,179	18,179
Other Charges	15,023	15,450	6,062	21,260	21,260	21,260
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	83,095	50,070	1,309,422	1,866,900	1,867,750	1,867,750
Non-Tax Revenue			250,000	571,200	571,200	571,200

Acctg Code	Acctg Description	2019 Budget					2020 Budget				
		CPZC	CUDE	HPC	EC	Total	CPZC	CUDE	HPC	EC	Total
81120	Publish Hearings, Ord			\$ 400		\$400			\$ 400		\$ 400
81390	Professional Services		\$ 1,800	\$ 20,000	\$ 700	\$22,500		\$ 1,800	\$ 20,000	\$ 700	22,500
82110	Travel & Training	\$ 2,000	50	3,000	3,000	8,050	\$ 2,000	50	3,000	3,000	8,050
82130	Business Meals	-	-	-		-	-	-	-		-
82220	Membership	700			600	1,300	700			600	1,300
82610	Comp Liab Insurance				85	85				40	40
82980	Contractual Services				-	-				-	-
83600	Other Supplies	150	200	5,000	1,600	6,950	150	200	5,000	1,600	6,950
84900	Computer Equip Chg	2,981				2,981	2,981				2,981
	Totals	5,831	2,050	28,400	5,985	42,266	5,831	2,050	28,400	5,940	42,221
	84288 Tax Levy Trf to Townships for Annexations					3,081					3,081
						\$ 45,347					\$ 45,302

CPZC = County Planning & Zoning Commission
 CUDE = Committee on Urban Design and Environment
 HPC = Historical Preservation Committee
 EC = Energy Commission

Community Development



Company / Business Unit
00101 41910

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Comm. Development Director	1.00	1.00
Administrative Assistant II	1.58	2.00
Planning Supervisor	1.00	1.00
Principal Planner	0.00	2.00
Planner	3.50	3.00
Comm. & Engage Coordinator	1.00	1.00
Zoning Compliance Liaison	0.00	1.00
Historic Preservation/Urban Design Coordinator	0.00	1.00
Sustainability Coordinator	0.00	1.00
Total Regular Employees	8.08	13.00





Core Responsibilities

Information Technology (IT) provides primary computer services to all City departments (except for RPU and RPL) across most City buildings via a secure private high speed Metropolitan Area Network (MAN). This includes installation, maintenance, security services and backup for all servers, storage, PCs, printers and network. We assist in the analysis, implementation, testing, securing, training and maintenance of applications to support many City business functions including but not limited to the City's ERP system, document management system, employee HR systems, GIS solutions, Police & Fire dispatch solution (in partnership with the County), internal and Internet web sites, permitting and licensing systems and cashiering solutions.

In addition IT provides Wi-Fi connectivity in many City owned buildings for both employee needs and public convenience. A remote access solution is provided to allow employees to work in the field and at home when necessary. Technical support for the city's badge reader system and video camera recording systems are also provided by IT.

2020 Objectives

1. Refinement of city use of Microsoft 365 (Office 365 and EMS) including consumption of additional features and consumption of EMS (security) functionality.
2. Complete the implementation of a hyper converged computing environment and the integration of City Hall and RPL compute services into this solution along with positioning to allow for RPU to move services into this domain in the future.
3. Further leverage investments in IT security tooling to actively monitor our compute environment for security vulnerabilities and attacks and respond appropriately to these situations.
4. Improve physical security in City Hall while providing better accessibility to citizens by installing badge readers on conference rooms to allow for automated and controlled access. In addition, add additional security cameras to better monitor employee and citizen safety.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of servers supported (physical & virtual).	133	133	167	175
2. # of personal computers maintained.	650	650	695	700
3. # of users supported.	649	649	660	675
4. # of help desk tickets closed.	2,716	2,081	2,250	2,500

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of users satisfied with help desk ticket resolutions.	97%	98%	98%	98%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00101 41920

General Government Description	General Fund			Information Technology		
	2017 Actual	2018 Actual	2019 Budget	Requested	2020 Recommended	Budget Adopted
41920 Information Technology						
Expenditures						
Employee Services						
Regular Salaries	1,275,511	1,357,778	1,543,893	1,611,275	1,687,242	1,687,242
Regular Overtime	166	279	500	500	500	500
Other Pay	10,032					
Employee Benefits - Pensions	190,997	202,224	233,975	244,184	255,692	255,692
Employee Benefits - Insuranc	257,261	291,484	376,652	385,015	419,163	419,163
Other Employee Benefits	2,196	2,232	2,196	2,484	2,484	2,484
Employee Services	1,736,163	1,853,997	2,157,216	2,243,458	2,365,081	2,365,081
Contractual Services						
Rents and Leases	1,440	1,907	1,440	2,000	2,000	2,000
Adv, Publishing, & Printing		28	600	600	600	600
Contractual Mtce & Repair	3,088	2,647	4,000	4,000	4,000	4,000
Expert & Professional Servic	427	10,488	600	600	600	600
Communications	4,503	13,940	13,285	14,221	14,221	14,221
Travel/Training/Business Mea	21,419	32,119	28,520	28,520	28,520	28,520
Subscriptions/Bks/Membership	200	8	300	300	300	300
Insurance and Bonds	5,818	6,393	8,778	6,334	6,334	6,334
Contractual Services	36,895	67,530	57,523	56,575	56,575	56,575
Materials and Supplies						
Office Supplies	8,619	18,333	10,000	7,000	12,600	12,600
Materials and Supplies	8,619	18,333	10,000	7,000	12,600	12,600
Other Charges						
Other Charges	11,647	21,160	19,723	32,121	32,121	32,121
Other Charges	11,647	21,160	19,723	32,121	32,121	32,121
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	1,793,324	1,961,020	2,244,462	2,339,154	2,466,377	2,466,377



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
System Support Specialist	.75	0.00
IT Analyst	6.00	6.00
Enterprise IT Security Spec	1.00	1.00
Mgr of Information Services	1.00	1.00
System Administrator	5.00	4.00
PC Support Tech	2.00	2.00
IT Analyst – Junior	0.00	1.00
IT Systems Support Specialist	0.00	2.00
Total Regular Employees	15.75	17.00



Core Responsibilities

The Maintenance Department's responsibility is to clean and maintain City Hall, its equipment and grounds. Monitoring of the building systems is performed for Fire Stations 1, 2, 4 and 5. In addition, the Government Center Skyway and Fire Station 1 are also provided maintenance services.

Major activities include:

1. Custodial Services.
2. Maintenance of equipment.
3. Maintenance of the grounds surrounding City Hall.
4. Oversee outside contractors affiliated with the building repairs and services.

2020 Objectives

1. Operate the Metasys system of environmental controls for the City Hall, Government Center Skyway and Fire Station 1 to create appropriate environmental conditions.
2. Maintain the facility equipment for efficient utilization of resources. Enhance the inside and outside appearance of City Hall, Government Center Skyway and Fire Station 1 by coordinating the custodial services and maintenance activities.
3. Daily check of all systems to ensure proper functioning.
4. Maintain a safe working environment for staff and public.
5. Completion of all scheduled preventative maintenance items on time.

City Hall Maintenance



Company / Business Unit
00101 41960

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Sq. ft. of City Hall.	84,480	84,480	84,480	84,480
2. Sq. ft. of Government Center Skyway.	6,907	6,907	6,907	6,907
3. Sq. ft. of Fire Station 1.	24,000	24,000	24,000	24,000

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00101 41960

General Government	General Fund			City Hall Maintenance		
	2017	2018	2019	2020	Budget	
Description	Actual	Actual	Budget	Requested	Recommended	Adopted
41960 City Hall Maintenance						
Expenditures						
Employee Services						
Regular Salaries	113,698	117,557	120,367	123,379	123,379	123,379
Temporary Salaries	17,877	18,825	18,625	18,625	18,625	18,625
Regular Overtime	399	384	399	399	399	399
Other Pay	1,164					
Employee Benefits - Pensions	19,678	20,158	21,118	21,574	21,574	21,574
Employee Benefits - Insuranc	41,451	46,626	52,505	56,314	56,354	56,354
Other Employee Benefits	288	288	288	288	288	288
Employee Services	194,555	203,838	213,302	220,579	220,619	220,619
Contractual Services						
Rents and Leases	91	277	100	100	100	100
Contractual Mtce & Repair	41,889	36,840	42,369	42,369	42,369	42,369
Expert & Professional Servic	4,322	8,977	4,821	4,821	4,821	4,821
Communications	2,468	3,543	3,404	3,404	3,404	3,404
Travel/Training/Business Mea			590	590	590	590
Subscriptions/Bks/Membership	430	474				
Utilities	291,430	273,424	296,524	300,835	300,835	300,835
Insurance and Bonds	5,015	5,242	6,087	5,979	5,979	5,979
Contractual Services	12,446	10,987	12,978	10,968	10,968	10,968
Contractual Services	358,091	339,764	366,873	369,066	369,066	369,066
Materials and Supplies						
Office Supplies	448	1,044	448	448	448	448
Veh & Mach Operating Supplie	1,595	2,046	1,596	1,596	1,596	1,596
Clothing & Protective Equipm	150	150	150	150	150	150
Commodities	4,852	5,629	5,351	5,351	5,351	5,351
Equipment, Tools, & Misc Par	1,287	6,415	1,287	1,287	1,287	1,287
Supplies	18,011	14,645	18,510	18,510	18,510	18,510
Materials and Supplies	26,343	29,929	27,342	27,342	27,342	27,342
Other Charges						
Taxes and Licenses	200	294	200	200	200	200
Other Charges	5,410	4,530	6,462	6,186	6,186	6,186
Other Charges	5,610	4,824	6,662	6,386	6,386	6,386
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(7,410)	(8,892)	(9,180)	(17,100)	(17,100)	(17,100)
Allocated to Other Activities	(7,410)	(8,892)	(9,180)	(17,100)	(17,100)	(17,100)
Operating Transfers						
Operating Transfers	28,270	28,402				
Operating Transfers	28,270	28,402				
Expenditures	605,459	597,865	604,999	606,273	606,313	606,313
Non-Tax Revenue	1,539	1,276	1,267	1,111	1,111	1,111



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Custodian NonBargaining	1.00	1.00
Building Maint Worker NonBarg	1.00	1.00
Total Regular Employees	2.00	2.00





Core Responsibilities

The mission of the Rochester Police Department is to provide exceptional service and superior protection by reducing crime and enhancing the quality of life expected by the first class community we serve.

Major Functions Include:

1. The protection of life and property.
2. The enhancement of public safety through criminal apprehension and traffic enforcement.
3. Providing basic emergency medical care.

The Activities To Perform These Functions Include:

1. Crime prevention and education.
2. Criminal investigation.
3. Traffic patrol and accident investigation.
4. Development of public safety programs.
5. Community engagement.

2020 Objectives

1. We will employ policing strategies and tactics driven by accurate, timely and reliable information supplied by current and emerging technologies and supported by the Department's systematic application of intelligence-led policing.
2. We will maintain the trust of Rochester community members by actively engaging the neighborhoods, businesses, and social organizations to the highest possible level.
3. We will aspire to unite the people of our communities and members of our Police Department towards a collective commitment to addressing crime, violence, and quality-of-life issues through engaging one another and all city agencies in collaborative problem-solving partnerships.

Police Administration



Company / Business Unit
00101 42100

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of priority 1 calls (1 and 1T).	13,370	14,035	13,703	13,869
2. Priority 1 response (min/sec).	6:35	5:56	6:15	6:20
3. # of priority 2 calls (2 and 2B).	11,972	12,117	12,262	12,407
4. Priority 2 response (min/sec).	10:03	9:44	9:54	10:00
5. # of part I crimes.	2,691	2,717	2,750	2,775
6. # of part II crimes.	3,776	3,002	3,350	3,500
7. Total # of part I and II crimes.	6,467	5,719	6,100	6,275
8. # of rapes/aggravated assaults/robberies assigned to.	224	212	225	240
9. Total # of investigations initiated.	2,542	2,381	2,450	2,500

Note: The figures provided here are good faith estimates.

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Part I.	23.30	23.42	23.50	23.50
2. Part II.	32.70	25.88	29.29	29.29
3. Part I & II.	56.00	49.30	52.65	52.65
4. % clearance rate - part I.	40.00%	39.50%	39.50%	39.50%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Safety	General Fund		Police			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
42100 Police						
Expenditures						
Employee Services						
Regular Salaries	14,210,104	14,567,296	15,821,492	16,385,095	16,510,063	16,510,063
Temporary Salaries	2,019	21,115	3,360	3,360	3,360	3,360
Regular Overtime	1,094,840	1,089,423	769,158	769,158	769,158	836,499
Other Pay	270,854	189,705	153,546	107,799	107,799	107,799
Employee Benefits - Pensions	2,638,231	2,699,278	2,990,459	3,198,290	3,222,222	3,235,118
Employee Benefits - Insuranc	3,654,161	4,170,478	4,799,260	4,966,918	5,040,568	5,040,568
Other Employee Benefits	24,037	23,661	23,640	23,466	23,466	23,466
Employee Services	21,894,246	22,760,956	24,560,915	25,454,086	25,676,636	25,756,873
Contractual Services						
Rents and Leases	79,188	85,477	81,105	81,691	81,693	81,693
Adv, Publishing, & Printing	3,868	2,521	3,980	3,980	3,980	3,980
Contractual Mtce & Repair	556,660	599,109	970,074	943,134	943,134	943,134
Expert & Professional Servc	99,334	207,257	126,950	150,450	153,950	153,950
Communications	189,118	195,836	211,601	212,537	212,537	212,537
Travel/Training/Business Mea	180,439	214,368	200,080	200,080	200,080	200,080
Subscriptions/Bks/Membership	11,437	14,479	14,704	14,704	14,704	14,704
Utilities	219,872	231,996	229,408	242,069	242,069	242,069
Insurance and Bonds	83,465	102,512	100,257	144,632	144,632	144,632
Contractual Services	1,033,944	1,098,036	1,147,835	1,185,012	1,185,213	1,185,213
Contractual Services	2,457,325	2,751,591	3,085,994	3,178,289	3,181,992	3,181,992
Materials and Supplies						
Office Supplies	46,605	84,396	42,324	40,524	46,824	46,824
Veh & Mach Operating Supplie	282,995	337,476	284,553	284,553	284,553	284,553
Clothing & Protective Equipm	214,333	111,991	197,689	184,825	211,501	211,501
Equipment, Tools, & Misc Par	102,993	162,994	393,935	378,926	378,926	378,926
Supplies	150,178	155,098	163,008	160,716	160,716	160,716
Materials and Supplies	797,104	851,955	1,081,509	1,049,544	1,082,520	1,082,520
Other Charges						
Judgmnts/Penalties/Settlemen	206,350	3,698	3,050	3,050	3,050	3,050
Contributions	4,000	4,500	4,000	4,000	4,000	4,000
Taxes and Licenses	4,415	7,409	4,695	4,605	4,785	4,785
Other Charges	895,303	813,274	1,038,121	1,019,911	1,019,911	1,019,911
Other Charges	1,110,068	828,881	1,049,866	1,031,566	1,031,746	1,031,746
Capital Outlay						
Furniture and Equipment	35,400	99,252	71,500			
Machinery and Vehicles			88,161			
Capital Outlay	35,400	99,252	159,661			
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(699,243)	(695,961)	(572,661)	(599,643)	(599,723)	(599,723)
Allocated to Other Activities	(699,243)	(695,961)	(572,661)	(599,643)	(599,723)	(599,723)
Operating Transfers						
Operating Transfers		38				
Operating Transfers		38				
Expenditures	25,594,900	26,596,712	29,365,284	30,113,842	30,373,171	30,453,408
Non-Tax Revenue	2,417,823	2,488,008	2,163,783	2,162,031	2,232,031	2,232,031
Tax Funding	23,177,077	24,108,704	27,201,501	27,951,811	28,141,140	28,221,377

Police Administration



Company / Business Unit
00101 42100

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Computer Forensic Analyst	1.00	0.00
Systems & Communications Admin	1.00	1.00
Crime Analyst	2.00	2.00
Executive Assistant	1.00	1.00
Crime Analyst Coordinator	1.00	1.00
Captain - Police	3.00	4.00
Police Chief	1.00	1.00
Lieutenant - Police	9.00	9.00
Mechanic- Police	1.00	1.00
Lead Mechanic	1.00	1.00
Administrative Svcs Mgr-Police	1.00	1.00
Project & Portfolio Mgr -RPD	1.00	1.00
Professional Standards Manager	1.00	1.00
Community Service Officer	12.00	11.25
Police Officer	103.25	105.50
Sergeant	25.00	25.00
Account Specialist	1.00	1.00
Crime Prevention Specialist	1.00	1.00
CSO Supervisor	1.00	1.00
Records Supervisor	1.00	1.00
Police Records Technician	10.00	9.00
Technology Forensic Analyst	0.00	1.00
Admin Assistant II Fire/Police	0.00	1.00
Total Regular Employees	178.25	180.75



Core Responsibilities

The mission of the Rochester Animal Control unit is to work collectively with the community to ensure the humane and lawful treatment of animals.

2020 Objectives

1. To provide animal control services to the community.
2. To provide instructional opportunities to college students thru the RCTC Veterinary Technician's Program.
3. To provide safe, humane housing for animals.
4. To educate the public about ordinances and laws that pertain to them as pet owners.
5. To enforce ordinances and laws as they pertain to maintaining animals within the City.



Animal Control



Company / Business Unit
00101 42132

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of shelter intake dogs.	264	293	300	320
2. # of shelter intake cats.	139	166	170	180
3. # of shelter intake other animals.	5	11	15	15
4. # of owner claimed dogs.	194	226	235	250
5. # of owner claimed cats.	36	50	55	60
6. # of adopted dogs.	16	12	15	20
7. # of adopted cats.	57	52	55	60
8. # of euthanized dogs.	8	4	8	10
9. # of euthanized cats.	3	3	5	5
10. # of transferred dogs.	49	48	50	55
11. # of transferred cats.	37	51	60	65

Note: The figures provided here are good faith estimates.

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of animal complaints received.	2,656	2,877	3,000	3,100
2. # of citations issued.	35	72	90	100
3. % of animals reclaimed/adopted.	75%	93.4%	95%	95%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

	General Fund		Animal Control		Account Number	
					00101	42132
Public Safety	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
42132 Animal Control						
Expenditures						
Employee Services						
Regular Salaries	164,713	175,505	180,102	184,589	184,589	184,589
Regular Overtime		113	1,200	1,200	1,200	1,200
Other Pay	1,940					
Employee Benefits - Pensions	24,526	25,950	27,467	28,146	28,146	28,146
Employee Benefits - Insuranc	63,775	71,564	80,531	86,096	86,156	86,156
Other Employee Benefits	90					
Employee Services	255,044	273,132	289,300	300,031	300,091	300,091
Contractual Services						
Adv, Publishing, & Printing	17					
Contractual Mtce & Repair	6,427	6,991	16,260	9,820	9,820	9,820
Expert & Professional Serv	3,227	9,089	3,222	3,222	3,222	3,222
Communications	1,711	3,177	2,690	2,690	2,690	2,690
Travel/Training/Business Mea			2,740	2,740	2,740	2,740
Subscriptions/Bks/Membership			200	200	200	200
Utilities	28,884	29,146	27,900	30,300	30,300	30,300
Insurance and Bonds	4,482	4,903	5,564	5,807	5,807	5,807
Contractual Services	35,576	48,475	53,202	1,450	1,450	1,450
Contractual Services	80,324	101,781	111,778	56,229	56,229	56,229
Materials and Supplies						
Office Supplies	1,298	2,275	2,000	2,000	2,000	2,000
Veh & Mach Operating Supplie	2,610	3,103	3,300	3,300	3,300	3,300
Clothing & Protective Equipm	3,815	2,060	1,800	1,800	1,800	1,800
Equipment, Tools, & Misc Par	549	2,876	7,110	2,250	2,250	2,250
Supplies	5,292	4,379	5,816	5,816	5,816	5,816
Materials and Supplies	13,564	14,693	20,026	15,166	15,166	15,166
Other Charges						
Taxes and Licenses			32	32	32	32
Other Charges	23,789	23,890	26,728	28,875	28,875	28,875
Other Charges	23,789	23,890	26,760	28,907	28,907	28,907
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	372,721	413,496	447,864	400,333	400,393	400,393
Non-Tax Revenue	8,634	8,473	7,445	7,445	7,445	7,445
Tax Funding	364,087	405,023	440,419	392,888	392,948	392,948

Animal Control



Company / Business Unit
00101 42132

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Community Service Officer	3.00	3.00
Total Regular Employees	3.00	3.00





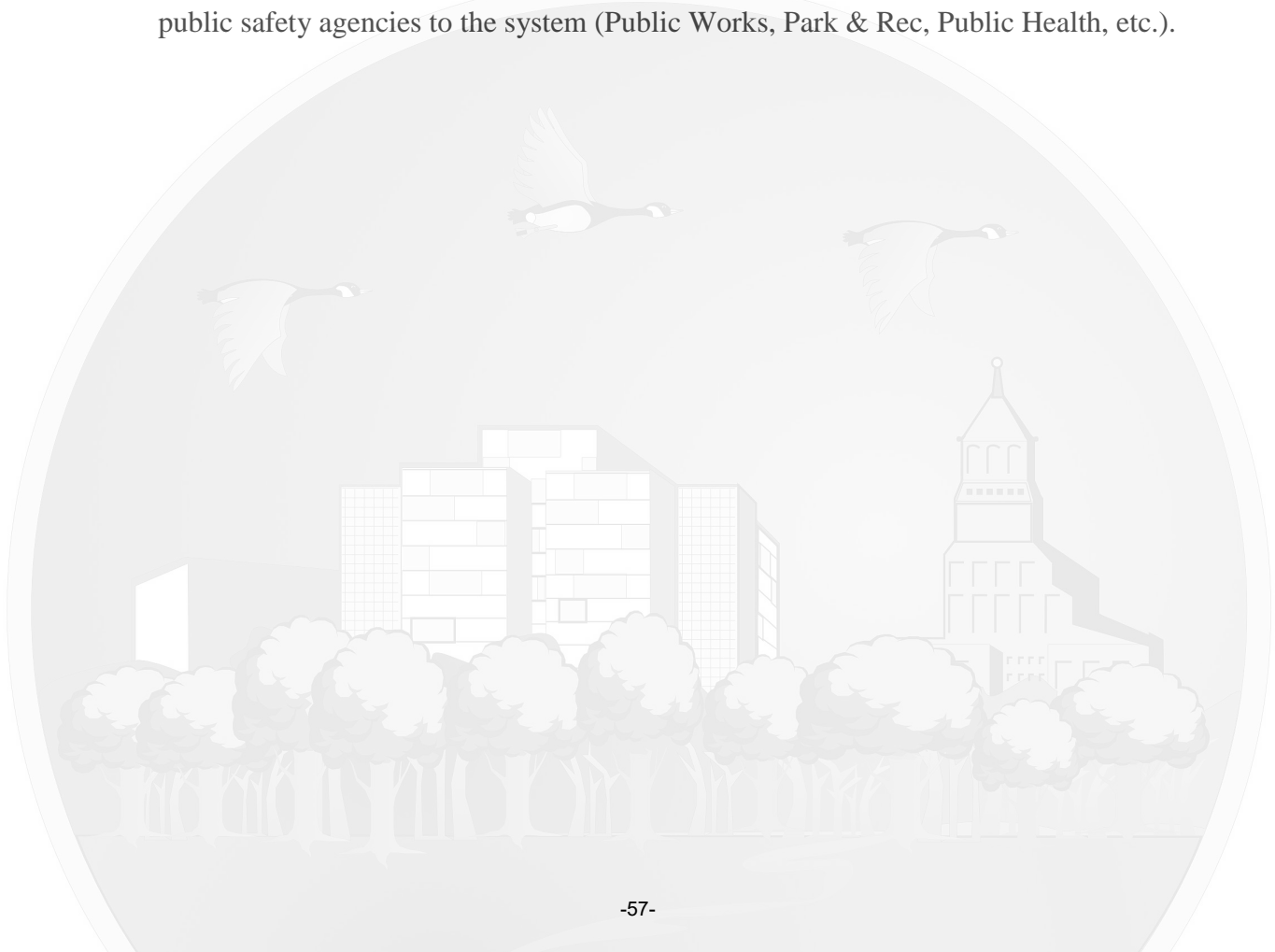
Core Responsibilities

The Public Safety Communications Center is the basic PSAP (Public Safety Answering Point) for Olmsted County. The PSAP answers all non-cellular calls from the City of Rochester and approximately 95% of the calls originating in Olmsted County. The Center answers approximately 90% of all cellular 9-1-1 calls within Olmsted County. The Center is also responsible for answering the non-emergency reporting phone lines for the Rochester Police Department, the Rochester Fire Department and the Olmsted County Sheriff's Office.

The Center provides radio communications and miscellaneous support services for the above agencies. In addition, the Center provides communications support for all rural fire departments, first responders and ambulance services based in Olmsted County.

2020 Objectives

1. Continue to develop in-service training for our personnel.
2. Continue improvement of the training program for all dispatchers.
3. Continue updating the PSAP's SOP (Standard Operating Procedures) manual.
4. Continue to work with the expansion of the 800 MHz system by continuing to add non-public safety agencies to the system (Public Works, Park & Rec, Public Health, etc.).



Dispatch



Company / Business Unit
00101 42141

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
RPD Calls for Service:				
1. # of priority 1 calls (1 and 1T).	13,370	14,035	13,703	13,869
2. # of priority 2 calls (2 and 2B).	11,972	12,117	12,262	12,407
3. # of priority 3 calls.	28,360	27,725	27,725	28,000
4. # of priority 4, 5 and all other calls.	6,105	6,242	6,379	6,515
Total # of calls	59,807	60,119	60,069	60,791
Dispatch Center Calls for Services - LE Only:				
1. # of priority 1 calls (1 and 1T).	22,894	23,699	23,297	23,498
2. # of priority 2 calls (2 and 2B).	16,174	21,223	21,500	21,777
3. # of priority 3 calls.	39,382	37,783	38,500	39,217
4. # of priority 4, 5 and all other calls.	6,908	7,104	7,300	7,496
Total # of calls	85,358	89,809	90,597	91,988

Note: The figures provided here are good faith estimates.

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Priority 1	1:27	1:25	1:26	1:27
2. Priority 2	5:35	3:54	4:45	5:00

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Safety	General Fund		Dispatch			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
42141 Dispatch						
Expenditures						
Employee Services						
Regular Salaries	1,682,972	1,782,743	1,898,240	1,954,567	1,954,567	1,954,567
Regular Overtime	32,767	15,270	20,000	20,000	20,000	20,000
Other Pay	32,578	11,500				
Employee Benefits - Pensions	257,685	268,043	290,613	299,147	299,147	299,147
Employee Benefits - Insuranc	310,644	380,784	409,751	449,405	450,009	450,009
Other Employee Benefits	3,812	4,008	3,924	4,068	4,068	4,068
Employee Services	2,320,458	2,462,348	2,622,528	2,727,187	2,727,791	2,727,791
Contractual Services						
Adv, Publishing, & Printing	345		700	700	700	700
Contractual Mtce & Repair	130,279	187,800	154,533	154,533	154,533	154,533
Expert & Professional Servic	4,554	363	1,130	1,130	1,130	1,130
Communications	48,978	50,311	49,182	49,182	49,182	49,182
Travel/Training/Business Mea	5,666	9,693	7,690	7,690	7,690	7,690
Subscriptions/Bks/Membership	1,915	1,626	2,262	2,262	2,262	2,262
Utilities	1,100	1,332	1,800	1,800	1,800	1,800
Insurance and Bonds	1,764	1,929	2,140	2,329	2,329	2,329
Contractual Services	7,222	8,429	7,800	7,800	7,800	7,800
Contractual Services	201,823	261,483	227,237	227,426	227,426	227,426
Materials and Supplies						
Office Supplies	8,650	11,816	10,175	10,175	10,175	10,175
Equipment, Tools, & Misc Par			400	400	400	400
Supplies	468	286	482	482	482	482
Materials and Supplies	9,118	12,102	11,057	11,057	11,057	11,057
Other Charges						
Other Charges	9,245	20,938	24,481	29,798	29,798	29,798
Other Charges	9,245	20,938	24,481	29,798	29,798	29,798
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(1,676,539)	(1,815,139)	(1,906,756)	(1,981,970)	(1,982,372)	(1,982,372)
Allocated to Other Activities	(1,676,539)	(1,815,139)	(1,906,756)	(1,981,970)	(1,982,372)	(1,982,372)
Operating Transfers						
Expenditures	864,105	941,732	978,547	1,013,498	1,013,700	1,013,700
Non-Tax Revenue	864,104	941,732	978,547	1,013,498	1,013,700	1,013,700
Tax Funding	1					

Dispatch



Company / Business Unit
00101 42141

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Public Safety Comm. Dispatcher	22.00	22.00
Public Safety Comm. Manager	1.00	1.00
Public Safety Comm. Supervisor	4.00	4.00
Total Regular Employees	27.00	27.00





Core Responsibilities

The Rochester Fire Department exists to prevent tragedies before they occur through vigorous prevention activities. When prevention fails, our team of highly trained and committed professionals respond quickly to minimize property loss and save lives. The public relies on us to solve problems that other agencies cannot. Building a trusting relationship with the entire community is vital to accomplishing our mission.

The Fire Department is an all-hazards emergency response agency providing 1) life safety, 2) incident stabilization, 3) property conservation and 4) environmental protection to the City and four surrounding townships.

The Fire Department consists of four divisions; Fire Administration, Fire Marshal, Fire Suppression and Emergency Management. Rochester Fire serves the citizens effectively and efficiently through its many programs and activities including fire prevention, fire suppression, emergency management, hazardous materials mitigation, emergency medical services, technical rescue services, public education and our varied public assistance responses.

2020 Objectives

1. Continue the delivery of high quality emergency services to the community.
2. Implement in collaboration with the Rochester Public School system a fire prevention education program directed at students in the second grade using a standardized national curriculum.
3. Maintain a rigorous and intensive training program for employees.
4. Enhance and expand collaborative relationships with our partners both within the City's team and businesses and organizations outside of city government.
5. Build a trusting relationship with the entire community.
6. Serve as role models for our youth.
7. Participate fully as a member of the City's collaborative, citizen-oriented Team.
8. Implementation of our Strategic Plan which is currently nearing completion.
9. Develop effectiveness measurements in order to better see how we are doing and improve our services to the community.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Calls for service. (Average increase of 2.48% per year over 5 years).	10,233 (1.6%)	9,931 (-3%)	10,177 (+2.48%)	10,423 (+2.48%)
2. Total training hours for operations employee, minimum required. (Based on authorized staffing of 98 x 290 hrs.).	28,420	28,420	28,420	28,420
3. Fire protection equipment permits processed.	221	313	372	465
4. Annual Fire Code Permits.	720	772	1,218	1,410
5. Other Fire required Permits.	90	100	112	127
6. Total Fire Prevention Permits.	1,031	1,185	1,702	2,002

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Insurance Services Organization rating schedule grade.	3	3	3	3
2. Total hours of training provided to operations employees.	11,215	9,927	15,000	20,000
3. Fire permit fees collected.	\$109,628	\$124,886	\$100,000	\$100,000
4. Average Response Times.	5.08 mins	5.21 mins	5.21 mins	5.00 mins
5. Commercial Building Inspections.	900	735	600	1,500

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Safety	General Fund		Fire			
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
42200 Fire						
Expenditures						
Employee Services						
Regular Salaries	8,954,453	9,122,013	9,905,258	10,005,005	10,005,005	10,159,324
Temporary Salaries	15,989	577	9,000	9,000	9,000	9,000
Regular Overtime	492,277	929,931	625,000	625,000	625,000	625,000
Other Pay	131,019	117,473	150,562	4,237	4,237	4,237
Employee Benefits - Pensions	1,647,801	1,757,242	1,928,676	2,023,925	2,023,925	2,051,062
Employee Benefits - Insuranc	1,996,420	2,266,247	2,492,391	2,679,935	2,682,801	2,737,505
Other Employee Benefits	432	432	432	432	432	432
Employee Services	13,238,391	14,193,915	15,111,319	15,347,534	15,350,400	15,586,560
Contractual Services						
Rents and Leases	41,644	42,461	82,087	82,535	82,536	82,536
Adv, Publishing, & Printing	4,226	5,920	7,180	7,180	7,180	7,180
Contractual Mtce & Repair	358,080	348,616	301,725	379,225	379,225	379,225
Expert & Professional Servic	45,629	72,821	54,155	54,155	54,155	54,155
Communications	46,516	57,886	48,274	51,082	51,082	51,082
Travel/Training/Business Mea	58,270	70,771	66,400	66,400	66,400	66,560
Subscriptions/Bks/Membership	5,818	6,586	7,650	7,650	7,650	7,650
Utilities	154,450	169,132	160,491	176,962	176,962	176,962
Insurance and Bonds	53,453	54,556	64,789	63,313	63,313	63,313
Contractual Services	848,875	917,092	965,128	1,002,735	1,002,936	1,002,936
Contractual Services	1,616,961	1,745,841	1,757,879	1,891,237	1,891,439	1,891,599
Materials and Supplies						
Office Supplies	19,857	25,489	16,675	16,675	16,675	16,675
Veh & Mach Operating Supplie	238,530	202,209	203,750	203,750	203,750	203,750
Clothing & Protective Equipm	185,002	172,456	169,300	169,300	169,300	169,300
Equipment, Tools, & Misc Par	108,690	183,961	272,900	272,900	272,900	272,900
Supplies	113,134	86,266	133,005	118,875	118,875	118,875
Materials and Supplies	665,213	670,381	795,630	781,500	781,500	781,500
Other Charges						
Judgmnts/Penalties/Settlemen	112	779				
Taxes and Licenses	11,829	6,040	16,120	16,120	16,120	16,120
Other Charges	470,526	473,760	932,720	893,344	893,344	893,344
Other Charges	482,467	480,579	948,840	909,464	909,464	909,464
Capital Outlay						
Furniture and Equipment		21,700				
Capital Outlay		21,700				
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(390)	(180)				
Allocated to Other Activities	(390)	(180)				
Operating Transfers						
Operating Transfers	7,912	7,912				
Operating Transfers	7,912	7,912				
Expenditures	16,010,554	17,120,148	18,613,668	18,929,735	18,932,803	19,169,123
Non-Tax Revenue	2,047,215	2,272,860	1,906,854	2,015,346	2,015,346	2,226,666
Tax Funding	13,963,339	14,847,288	16,706,814	16,914,389	16,917,457	16,942,457

Fire Administration



Company / Business Unit
00101 42200

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Admin Assistant II-Fire	2.00	2.00
Assistant Fire Marshal	3.00	3.00
Battalion Chief	4.00	5.00
Fire Deputy Chief	2.00	1.00
Captain - Fire	24.00	24.00
Fire Chief	1.00	1.00
Fire Marshal	0.00	0.83
Fire Inspector	0.00	0.83
Firefighter	47.00	47.00
Mechanic - Fire	1.00	1.00
Administrative Svcs Mgr - Fire	1.00	1.00
Motor Operator	24.00	24.00
Total Regular Employees	109.00	110.66



Core Responsibilities

The Building Safety Department is committed to advancing public safety in the built environment through collaboration and community partnership which results in safe, accessible and healthy structures. The Department is responsible for the "firm but fair" implementation and enforcement of City and State codes relating to the construction, remodeling, alteration, repair and demolition of buildings and structures located within the City.

The Plan Review division is responsible for providing timely and accurate review of all plans submitted for construction. Review is essential to ensure compliance with all laws and ordinances relative to construction, use and occupancy. This service is provided over-the-counter for small projects such as garages, decks and basement finishes while more complicated reviews are completed by on-site plans examiners.

The Building Inspections division is responsible for all construction work to assure compliance with approved plans and laws, ordinances pertaining to construction, use and occupancy. Inspections requested on any working day are conducted on the following working day, depending on workloads.

The purpose of the Rental Housing division is to increase the safety of rental properties through participation of owners, tenants, the City and the community. Biennial rental certification inspections are conducted. Staff works closely with homeowners, landlords and property managers to address property maintenance issues and this cooperation allows for correction to code violations and helps to preserve the quality of life within the City's neighborhoods.

Building Safety staff responds to complaints or inquiries regarding violations to City ordinances that ensure residents are protected from potential health and safety risks in addition to maintaining Rochester's aesthetic integrity.

2020 Objectives

1. Achieve consistent service quality and delivery standards for all functions of the department and exceed customer expectations.
2. Continually seek opportunities to exchange knowledge and experience with our customers.
3. Stay current with industry changes through formal training, peer interaction, self-study, special projects and assignments.
4. Continue to cross-train all department staff within their respective functions to make more efficient use of resources and provide improved customer services.
5. Apply knowledge gained through collaboration with industry experts and customers.
6. Continue implementation and expansion of the use of the Accela software system.
7. Provide educational materials and opportunities to contractors, building owners and building occupants on Building Safety items, Building Code requirements and citizen use of Accela software package.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of construction permits issues.	12,452	12,927	13,000	13,000
2. # of construction inspections performed.	32,106	30,981	32,000	32,000
3. # of rental buildings/units.	5,047 / 17,169	5,164 / 17,784	5,400 / 18,000	5,500 / 18,500
4. # of services requests.	688	777	750	750

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

	General Fund		Account Number			
			00101	42400		
Public Safety			Building Safety			
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
42400 Building Safety						
Expenditures						
Employee Services						
Regular Salaries	2,205,680	2,427,228	2,578,612	2,640,920	2,640,920	2,640,920
Temporary Salaries	19,309	18,696	17,500	29,500	29,500	29,500
Regular Overtime	39,624	26,949	38,000	38,000	38,000	38,000
Other Pay	50,304	10,796	3,224	3,009	3,009	3,009
Employee Benefits - Pensions	336,303	365,771	397,302	407,661	407,661	407,661
Employee Benefits - Insuranc	469,585	513,985	567,105	628,145	629,365	629,365
Employee Services	3,120,805	3,363,425	3,601,743	3,747,235	3,748,455	3,748,455
Contractual Services						
Rents and Leases	35,612	57,060	49,700	49,700	49,700	49,700
Adv, Publishing, & Printing	5,632	6,177	6,550	6,550	6,550	6,550
Contractual Mtce & Repair	72,683	93,455	88,903	117,748	117,748	117,748
Expert & Professional Servic	21,811	10,084	4,000	13,000	13,000	13,000
Communications	32,922	36,639	33,636	33,636	33,636	33,636
Travel/Training/Business Mea	14,611	16,018	24,920	24,920	24,920	24,920
Subscriptions/Bks/Membership	3,169	2,577	3,200	13,200	13,200	13,200
Insurance and Bonds	10,700	13,210	15,168	16,873	16,873	16,873
Contractual Services	15,899	5,156	10,500	10,500	10,500	10,500
Contractual Services	213,039	240,376	236,577	286,127	286,127	286,127
Materials and Supplies						
Office Supplies	15,872	9,600	8,200	8,200	8,200	8,200
Veh & Mach Operating Supplie	19,030	20,754	19,950	21,950	21,950	21,950
Clothing & Protective Equipm	3,906	1,867	5,340	5,340	5,340	5,340
Equipment, Tools, & Misc Par	511	575	600	600	600	600
Supplies	80	385				
Materials and Supplies	39,399	33,181	34,090	36,090	36,090	36,090
Other Charges						
Taxes and Licenses	1,569	1,695	2,880	2,880	2,880	2,880
Other Charges	93,667	106,601	121,597	131,539	131,539	131,539
Other Charges	95,236	108,296	124,477	134,419	134,419	134,419
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	3,468,479	3,745,278	3,996,887	4,203,871	4,205,091	4,205,091
Non-Tax Revenue	4,733,979	5,135,823	4,447,020	4,729,250	4,749,250	4,749,250
Tax Funding	(1,265,500)	(1,390,545)	(450,133)	(525,379)	(544,159)	(544,159)

Building Safety Administration



Company / Business Unit
00101 42400

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Administrative Assistant II	3.00	3.00
Director of Building Safety	1.00	1.00
Plans Examiner	3.00	3.00
Plans Examiner-Structural Eng	1.00	1.00
Chief Inspector	4.00	4.00
Inspector	13.00	13.00
Mgr Bldg Inspection Services	1.00	1.00
Mgr Housing Insp Services	1.00	1.00
Mgr Plan Review & Permit Serv	1.00	1.00
Office Services Coord/BS	1.00	1.00
Total Regular Employees	29.00	29.00



Core Responsibilities

The function of the flood control maintenance activity is to maintain the channel corridor and reservoirs to a condition that will have capacity to allow the passage of flood events without damage to homes and businesses. This business unit also maintains the pathways, grounds, amenities and natural area adjacent to the reservoirs, Zumbro River, Bear Creek, Cascade Creek, Willow Creek and Silver Creek. This division is jointly managed by Parks/Forestry Division, Public Works and Administration.

The Flood Control business unit work force includes two full-time employees and is supported by additional staff from Parks/Forestry and Public Works. The work force is also supplemented with seasonal staff and contractor services.

Additionally, staff from the different management areas coordinate and interface with Emergency Management for the structure condition and water elevations prior to, during and post storm events.

2020 Objectives

1. Annual inspections/reviews of infrastructure components of the FC System based on the adopted operations manuals and best management practices.
2. Ongoing maintenance and upkeep of the trails, turf, landscape and open space areas.
3. Monitor operation of reservoirs and river levels prior to, during and after storm events.



Flood Control



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of miles.	8	8	8	8
2. # of decorative light fixtures.	450	450	450	450
3. # of acres regularly mowed.	155	155	155	155

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Safety	General Fund		Flood Control			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
42500 Flood Control						
Expenditures						
Employee Services						
Regular Salaries	111,628	115,441	117,161	120,074	120,074	120,074
Temporary Salaries	24,602	28,462	30,000	30,000	30,000	30,000
Regular Overtime	718	1,480	1,200	1,200	1,200	1,200
Other Pay	(4,978)					
Employee Benefits - Pensions	18,143	19,393	21,600	22,042	22,042	22,042
Employee Benefits - Insuranc	33,339	39,042	43,406	46,108	46,148	46,148
Employee Services	183,452	203,818	213,367	219,424	219,464	219,464
Contractual Services						
Rents and Leases	5,544	6,587	5,500	5,500	5,500	5,500
Contractual Mtce & Repair	76,765	129,364	77,600	77,600	77,600	77,600
Expert & Professional Servc	13,079	14,036	12,500	12,500	12,500	12,500
Communications	1,429	1,438	1,500	1,500	1,500	1,500
Travel/Training/Business Mea	1,610	720	1,760	1,760	1,760	1,760
Subscriptions/Bks/Membership	1,000	70	1,200	1,200	1,200	1,200
Utilities	28,499	30,926	32,860	35,027	35,027	35,027
Insurance and Bonds	2,965	2,963	1,917	2,255	2,255	2,255
Contractual Services	100,711	158,938	171,520	226,780	226,780	226,780
Contractual Services	231,602	345,042	306,357	364,122	364,122	364,122
Materials and Supplies						
Office Supplies	297		500	500	500	500
Veh & Mach Operating Supplie	12,634	17,928	17,300	17,300	17,300	17,300
Clothing & Protective Equipm	1,370	1,092	1,620	1,620	1,620	1,620
Commodities	2,651	6,731	7,000	7,000	7,000	7,000
Equipment, Tools, & Misc Par	15,515	10,138	16,550	16,550	16,550	16,550
Construction Materials	29,809	29,253	28,000	28,000	28,000	28,000
Supplies	23,893	8,527	2,500	2,500	2,500	2,500
Materials and Supplies	86,169	73,669	73,470	73,470	73,470	73,470
Other Charges						
Judgmnts/Penalties/Settlemen	1,000					
Taxes and Licenses	39	178				
Other Charges	57,035	77,181	88,517	97,299	97,299	97,299
Other Charges	58,074	77,359	88,517	97,299	97,299	97,299
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(31,511)	(23,417)	(32,000)	(19,160)	(19,160)	(19,160)
Allocated to Other Activities	(31,511)	(23,417)	(32,000)	(19,160)	(19,160)	(19,160)
Operating Transfers						
Expenditures						
	527,786	676,471	649,711	735,155	735,195	735,195
Non-Tax Revenue						
	17,049	19,068	3,000	3,000	3,000	3,000
Tax Funding						
	510,737	657,403	646,711	732,155	732,195	732,195



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Landscape Technician	2.00	2.00
Total Regular Employees	2.00	2.00





Core Responsibilities

Mission. Local government has the primary responsibility for meeting the immediate health and safety needs of its residents and travelers in the event of a major emergency or disaster. Emergency management seeks to coordinate the concerns of community partners with city response and recovery agencies in a community-oriented approach.

Effective Emergency Response. Provide early awareness, early response actions, and early activation of Emergency Operations Center (EOC) teams. Through the EOC, coordinate personnel and resources. In the aftermath of a major emergency or disaster, coordinate recovery operations with all community partners - all while meeting the standards and requirements as established by the Department of Homeland Security and Emergency Management.

Disaster Resilient Community. Enable government to continue to operate and carry out emergency functions. Protect the public and the environment from the effects of natural hazards, technological hazards and human-caused threats. For the community, strive to develop a disaster resilience through preparedness programs, such as Do1Thing.com.

Build Community Partnerships. Coordinate emergency management functions with functions of federal, state, county and private agencies of every type to the maximum extent practical.

Keep Everyone Informed. Keep stakeholders and public informed before, during and after a major emergency or disaster.

2020 Objectives

1. Initiate process for Emergency Management Program Accreditation (EMAP).
2. Maintain emergency management leadership as required by Ordinance 14A.
3. Maintain Emergency Operations Center (EOC) staffing as required by Ordinance 14A.
4. Comply with MN Homeland Security and Emergency Management planning requirements.
5. Maintain emergency operations center (EOC) – primary and alternate.
6. Improve the EOC organizational structure for effective disaster management.
7. Increase number of continuity of operations plan (COOP) that meet completion rate.
8. Reduce impact of hazards, initiate actions for ten hazard mitigation strategies.
9. Keep residents effectively informed, increase enrollment in Rochester Alert.
10. Build partnerships, establish an outreach campaign to limited-English communities.

Emergency Management



Company / Business Unit
00101 42600

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Perform EMAP assessment, form planning team with representatives from 15 city departments, plus IT (% city departments represented on team).	N/A	N/A	0%	100%
2. For EM leadership, identify Director and 3 Deputies.	100%	75%	75%	100%
3. For EOC staffing, each department (16) provides a primary and 3 alternates (64 total; % identified).	0%	0%	50%	100%
4. Annually, complete emergency operations plan review to determine completion of MN planning crosswalk (MNWALK) items (% items recognized complete).	100%	100%	100%	100%
5. Annually, validate function of primary/alternate EOCs (# primary EOC activations/# alternate EOC activations).	0 Primary 0 Alt.	1 Primary 1 Alt.	3 Primary 1 Alt.	4 Primary 2 Alt.
6. Validate effectiveness of EOC disaster organization through EOC operations training and exercises (# annual training courses/# EOC staff trained).	0 courses 0 trained	0 courses 0 trained	4 20	10 60
7. # of COOP plans deemed complete (%).	45%	61%	72%	83%
8. Initiate ten hazard mitigation strategies per year (%).	60%	80%	100%	100%
9. # of residents enrolled in Rochester Alert.	2,900	3,000	6,100	11,000
10. Hire an intern for limited-English communities; conduct disaster preparedness campaign meetings (# meetings or training sessions).	New	New	New	25

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Safety	General Fund		Emergency Management			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
42600 Emergency Management						
Expenditures						
Employee Services						
Regular Salaries	116,846	122,374	129,776	133,251	133,251	133,251
Temporary Salaries	9,419	6,488	9,000	9,000	18,000	18,000
Regular Overtime	656					
Other Pay	1,164					
Employee Benefits - Pensions	18,474	18,953	20,762	21,289	22,389	22,389
Employee Benefits - Insuranc	3,935	3,803	4,145	4,135	4,244	4,244
Other Employee Benefits	144	144	144	144	144	144
Employee Services	150,638	151,762	163,827	167,819	178,028	178,028
Contractual Services						
Rents and Leases	154	279				
Adv, Publishing, & Printing	4,895	3,566	4,250	4,250	6,750	6,750
Contractual Mtce & Repair	48,252	36,434	66,200	66,200	66,200	66,200
Expert & Professional Servic	39,515	41,610	39,000	24,000	24,000	24,000
Communications	10,874	12,259	11,400	11,400	11,400	11,400
Travel/Training/Business Mea	8,856	6,756	6,780	6,780	7,780	7,780
Subscriptions/Bks/Membership	2,289	1,102	2,550	2,550	2,550	2,550
Insurance and Bonds	553	611	648	767	767	767
Contractual Services	3,773	6,000	7,500	7,500	7,500	7,500
Contractual Services	119,161	108,617	138,328	123,447	126,947	126,947
Materials and Supplies						
Office Supplies	9,718	3,070	1,500	1,500	5,000	5,000
Veh & Mach Operating Supplie	618	630	1,200	1,200	1,200	1,200
Clothing & Protective Equipm	356		600	600	600	600
Equipment, Tools, & Misc Par	619	955	800	800	800	800
Supplies	2,521	(434)	2,100	2,100	2,100	2,100
Materials and Supplies	13,832	4,221	6,200	6,200	9,700	9,700
Other Charges						
Taxes and Licenses		1,000				
Other Charges	9,958	14,248	19,031	21,130	21,130	21,130
Other Charges	9,958	15,248	19,031	21,130	21,130	21,130
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	293,589	279,848	327,386	318,596	335,805	335,805
Non-Tax Revenue	18,863					
Tax Funding	274,726	279,848	327,386	318,596	335,805	335,805



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Emergency Mgmt. Director	1.00	1.00
Total Regular Employees	1.00	1.00





Core Responsibilities

The Engineering division is responsible for providing efficient and effective engineering and related services necessary for planning, design, construction, maintenance and operation of the physical facilities of the City.

Major activities include:

1. Protecting the health, safety and welfare of the public and the natural environment.
2. Administration of City codes and standards for public infrastructure.
3. Conduct feasibility studies for extension of infrastructure for future new development.
4. Prepare construction plans and specifications for projects; funding analysis.
5. Inspection of construction projects.
6. Permit and inspect sewer and water connections, sidewalks and driveways.
7. Review contract preparation and monitoring of City-Owner contracts.
8. Assist with the Geographic Information Systems (GIS) related to Public Works infrastructure and other public activities.
9. Review and provide guidance on development activities.
10. Customer service/response for property, infrastructure and emergency responses.
11. Ongoing infrastructure planning.

2020 Objectives

1. Oversee the execution of the City's Capital Improvement Program for street, pedestrian facility, sewer, water and flood control projects.
2. Provide our customers with accurate and clearly understandable information quickly.
3. Respond to City Council and provide them technical advice.
4. Develop a highly professional, technically competent, responsive and resourceful workforce.
5. Expand GIS application use and interface with other departments and functions.
6. Expand availability of information and notification of existing and proposed work using the City's website and other communication outreach efforts.
7. Expand sanitary inflow/infiltration, flow monitoring, rainfall analysis and modeling.
8. Continuous improvement to City Engineering standards and details.
9. Provide critique of development activities to proportionally offset public infrastructure.
10. Review newly improved City-Owner contract process, plan reviews/approvals, inspections and close-out actions.
11. Recovery from private properties to proportionally offset public infrastructure costs.
12. Provide annual GASB 34 infrastructure data and accounting; continue to improve data reliability.
13. Development charge obligations to buyers/sellers and real estate community.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Public Works projects executed.	49	43	50	50
2. Construction costs of projects (in millions).	\$19.40	\$37.10	\$20.00	\$30.00
3. # of City-Owner (C-O) contracts processed.	33	26	30	35
4. Value of C-O public infrastructure.	\$10.00	\$6.10	\$10.00	\$12.00
5. # of obstruction permits processed.	482	486	450	550
6. # of sewer/water permit inspections processed.	561	468	500	500
7. # of sidewalk permit inspections processed.	703	562	600	600
8. # of general utility permits processed.	253	197	200	225

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of projects with design cost <10%.	95%	95%	95%	100%
2. % of projects with construction service < 8%.	95%	95%	100%	100%
3. % C/O contracts prepared and submitted to council w/in 10 working days.	100%	100%	100%	100%
4. % of sidewalks inspected for deficiencies.	5%	5%	5%	5%
5. % of deficient sidewalks repaired/replaced.	100%	100%	100%	100%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

	Account Number					
					00101	43000
Public Works	General Fund			Engineering		
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
43000 Engineering						
Expenditures						
Employee Services						
Regular Salaries	3,115,173	2,952,605	3,503,039	3,588,540	3,588,540	3,588,540
Temporary Salaries	36,342	40,429	55,000	55,000	55,000	55,000
Regular Overtime	44,649	71,114	26,200	26,200	26,200	26,200
Other Pay	86,651	163,844	623	1,356	1,356	1,356
Employee Benefits - Pensions	473,597	453,916	540,136	553,090	553,090	553,090
Employee Benefits - Insuranc	581,195	859,146	794,215	924,711	926,333	926,333
Other Employee Benefits	5,484	5,041	5,184	5,256	5,256	5,256
Employee Services	4,343,091	4,546,095	4,924,397	5,154,153	5,155,775	5,155,775
Contractual Services						
Rents and Leases	6,982	7,595	8,500	8,500	8,500	8,500
Adv, Publishing, & Printing	1,933	3,378	1,675	1,675	1,675	1,675
Contractual Mtce & Repair	15,769	13,076	15,661	15,161	15,161	15,161
Expert & Professional Servic	26,010	27,435	26,650	26,650	26,650	26,650
Communications	22,634	23,275	22,390	23,326	23,326	23,326
Travel/Training/Business Mea	26,671	31,813	35,350	35,350	35,350	35,350
Subscriptions/Bks/Membership	4,670	3,428	4,890	4,890	4,890	4,890
Insurance and Bonds	10,092	11,313	12,233	14,106	14,106	14,106
Contractual Services	39,411	31,512	141,416	132,300	132,300	132,300
Contractual Services	154,172	152,825	268,765	261,958	261,958	261,958
Materials and Supplies						
Office Supplies	11,331	18,530	12,980	12,980	12,980	12,980
Veh & Mach Operating Supplie	19,137	19,177	23,267	23,267	23,267	23,267
Clothing & Protective Equipm	2,109	3,282	2,950	2,950	2,950	2,950
Equipment, Tools, & Misc Par	4,444	3,484	5,815	5,815	5,815	5,815
Construction Materials	4,006	834				
Supplies	2,464	8,807	3,750	3,750	3,750	3,750
Materials and Supplies	43,491	54,114	48,762	48,762	48,762	48,762
Other Charges						
Judgmnts/Penalties/Settlemen	1,750	1,000				
Taxes and Licenses	142	432	950	950	950	950
Other Charges	197,537	203,845	237,446	281,467	281,467	281,467
Other Charges	199,429	205,277	238,396	282,417	282,417	282,417
Capital Outlay						
Furniture and Equipment			24,143			
Capital Outlay			24,143			
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(2,027,329)	(1,790,860)	(2,020,853)	(1,790,573)	(1,790,573)	(1,790,573)
Allocated to Other Activities	(2,027,329)	(1,790,860)	(2,020,853)	(1,790,573)	(1,790,573)	(1,790,573)
Operating Transfers						
Operating Transfers		93,345				
Operating Transfers		93,345				
Expenditures	2,712,854	3,260,796	3,483,610	3,956,717	3,958,339	3,958,339
Non-Tax Revenue	160,011	128,841	125,524	125,480	125,480	125,480
Tax Funding	2,552,843	3,131,955	3,358,086	3,831,237	3,832,859	3,832,859

Engineering



Company / Business Unit
00101 43000

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Deputy PW Director – Physical	0.00	1.00
Administrative Assistant I	1.00	1.00
Office Services Coordinator	0.00	1.00
Accounting Clerk	1.00	0.00
Communications Coordinator PW	1.00	1.00
GIS Coordinator	2.00	2.00
Director of Public Works	1.00	1.00
City Engineer	1.00	0.00
Design Engineer	1.00	1.00
Construction Manager	1.00	0.00
Construction Svcs Supervisor	0.00	1.00
Land Development Manager	1.00	1.00
Asst. City Engineer - Municipal Svc Mgr	1.00	1.00
Project Development Manager	1.00	1.00
Project Manager (Engineering)	1.00	1.00
Land Development Specialist	1.00	1.00
GIS Technician - PW	1.00	1.00
Constr Permit & Assessmnt Tech	1.00	1.00
Engineering Technician	11.00	11.00
Sr Eng Technician	13.00	13.00
Total Regular Employees	40.00	40.00



Core Responsibilities

The Street Maintenance Division of the Public Works Department's mission is to provide cost effective timely maintenance and services to the City's public infrastructure which includes streets, bridges, walks, sanitary/storm sewers and floodwater retarding structures. The bulk of the Street Maintenance division efforts are devoted to the major activities listed below.

Major Activities Include:

1. Snow and ice control.
2. Street milling and overlaying.
3. Street seal coating.
4. Street crack routing and sealing.
5. Street sweeping.
6. Storm water pond cleaning, structure repair and erosion correction.
7. Storm water flume maintenance and repair.
8. Management of signage installation, maintenance and repair.
9. Management of street striping.
10. Bridge maintenance and repair.
11. Sidewalk and curb replacement.
12. Bituminous patching of roadways.
13. Central Business District maintenance.
14. Bike trail maintenance.

2020 Objectives

1. Mill and Overlay 10-15 centerline miles of City streets.
2. Remove and replace 4,500 LF of concrete curb and gutter.
3. Sweep 14,000 curb miles.
4. Seal coat 40 centerline miles.
5. Bituminous patching and paving of 4,500 tons.

Infrastructure Maintenance



Company / Business Unit
00101 43100

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Yearly snow plow events.	7	8	14	10
2. Yearly ice control events.	8	11	8	9
3. CBD snow removal events.	4	5	7	6
4. Mill and overlay (lane miles).	41.36	34.60	38.90	35.00
5. Chip seal (lane miles).	94.01	116.60	88.40	90.00
6. Street sweeping (curb miles).	12,850	9,805	12,000	12,000
7. Bike paths fog sealed (centerline miles).	15	14.86	15	15

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Works	General Fund		Street Infrastructure Mtce			
	2017	2018	2019	2020 Budget		
	Actuals	Actuals	Budget	Requested	Recommended	Adopted
43100 Street Infrastructure Mtce						
Expenditures						
Employee Services						
Regular Salaries	2,344,274	2,413,748	2,607,500	2,542,818	2,542,818	2,542,818
Temporary Salaries	12,965	17,156	24,120	24,120	24,120	24,120
Regular Overtime	74,979	120,037	74,950	130,050	130,050	130,050
Other Pay	19,151	30,354	44,351			
Employee Benefits - Pensions	349,093	365,256	412,828	407,330	407,330	407,330
Employee Benefits - Insuranc	622,821	690,091	803,881	776,283	777,179	777,179
Employee Services	3,423,283	3,636,642	3,967,630	3,880,601	3,881,497	3,881,497
Contractual Services						
Rents and Leases	510,901	522,516	617,563	634,968	635,029	635,029
Adv, Publishing, & Printing	3,045	12,628	3,710	3,710	3,710	3,710
Contractual Mtce & Repair	173,558	265,982	207,728	230,080	230,080	230,080
Expert & Professional Servc	10,575	6,731	11,620	11,620	11,620	11,620
Communications	10,000	14,035	14,470	14,470	14,470	14,470
Travel/Training/Business Mea	2,869	7,976	9,665	9,585	9,585	9,585
Subscriptions/Bks/Membership	764	227	760	760	760	760
Utilities	7,479	8,077	8,194	8,580	8,580	8,580
Insurance and Bonds	30,242	33,339	39,824	38,806	38,806	38,806
Contractual Services	2,424,028	2,463,171	2,486,626	2,495,040	2,495,040	2,495,040
Contractual Services	3,173,461	3,334,682	3,400,160	3,447,619	3,447,680	3,447,680
Materials and Supplies						
Office Supplies	1,423	3,599	1,900	1,900	1,900	1,900
Veh & Mach Operating Supplie	560,715	773,211	617,485	647,485	647,485	647,485
Clothing & Protective Equipm	15,162	14,832	18,730	18,730	18,730	18,730
Commodities	1,763	3,751	2,000	2,000	2,000	2,000
Equipment, Tools, & Misc Par	5,960	5,127	9,800	9,800	9,800	9,800
Construction Materials	861,585	726,600	810,397	823,187	823,187	823,187
Supplies	7,365	14,121	9,950	9,950	9,950	9,950
Materials and Supplies	1,453,973	1,541,241	1,470,262	1,513,052	1,513,052	1,513,052
Other Charges						
Judgmnts/Penalties/Settlemen	3,954	7,978	4,415	4,415	4,415	4,415
Contributions		10,000	10,000	10,000	10,000	10,000
Taxes and Licenses	464	1,398	945	945	945	945
Other Charges	1,044,344	1,071,621	1,253,711	1,205,242	1,205,242	1,205,242
Other Charges	1,048,762	1,090,997	1,269,071	1,220,602	1,220,602	1,220,602
Capital Outlay						
Machinery and Vehicles			71,630			
Capital Outlay			71,630			
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(1,370,476)	(1,158,906)	(1,464,097)	(1,300,679)	(1,300,679)	(1,300,679)
Allocated to Other Activities	(1,370,476)	(1,158,906)	(1,464,097)	(1,300,679)	(1,300,679)	(1,300,679)
Operating Transfers						
Expenditures	7,729,003	8,444,656	8,714,656	8,761,195	8,762,152	8,762,152
Non-Tax Revenue	1,153,102	1,532,088	1,452,617	1,452,617	1,452,617	1,452,617
Tax Funding	6,575,901	6,912,568	7,262,039	7,308,578	7,309,535	7,309,535

Infrastructure Maintenance



Company / Business Unit
00101 43100

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Crew Chief-Public Works	5.00	5.00
Accounting Clerk	1.00	1.00
Infrastructure Maintenance Mgr	1.00	1.00
Equip Operator - Public Works	30.75	30.00
Infrastructure Mtc Supervisor	1.00	1.00
Total Regular Employees	38.75	38.00





Core Responsibilities

The Fleet and Facility Division of the Public Works' mission is to provide cost effective maintenance and services to the City's Fleet and Facilities while minimizing downtime. Facilities include the Public Works Transit and Operation Center, Traffic Operation Building and North Shop. Vehicles include plow trucks, construction equipment, sewer collection, engineering and parking vehicles. The bulk of the Fleet and Facility division efforts are devoted to the major objectives listed below.

2020 Objectives

1. Operate the facility systems of environmental controls to create appropriate environmental conditions.
2. Maintain Public Works facilities and equipment for efficient utilization of resources.
3. Prolong the inside and outside appearance of Public Works equipment and facilities.
4. Daily check of all facility systems to ensure proper functioning.
5. Maintain a safe working environment for staff and public.





Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Closed work orders.	1,962	3,251	3,600	3,250
2. Mean time to repair (days).	2.40	2.39	3.40	2.50
3. Open work orders.	1,951	3,252	3,252	3,252
4. Warehouse inventory value.	\$616,268	\$616,425	\$630,000	\$630,000

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Equipment and vehicle downtime.	4%	5%	6%	5%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Works	General Fund		Fleet Mtce & PWTOC Bldg			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
43125 Fleet Mtce & PWTOC Bldg						
Expenditures						
Employee Services						
Regular Salaries	586,972	618,610	731,281	734,214	734,214	734,214
Temporary Salaries	6,213	6,861	7,880	7,880	7,880	7,880
Regular Overtime	8,868	21,722	16,218	16,218	16,218	16,218
Other Pay	5,358	2,000	2,000	2,400	2,400	2,400
Employee Benefits - Pensions	86,767	93,013	114,183	114,659	114,659	114,659
Employee Benefits - Insuranc	155,492	180,866	220,906	271,969	272,288	272,288
Employee Services	849,670	923,072	1,092,468	1,147,340	1,147,659	1,147,659
Contractual Services						
Rents and Leases	60,521	63,282	74,851	77,109	77,117	77,117
Adv, Publishing, & Printing		58				
Contractual Mtce & Repair	324,562	348,465	341,307	367,163	367,163	367,163
Expert & Professional Servc	2,622	1,086	2,749	2,749	2,749	2,749
Communications	6,633	9,005	7,901	7,901	7,901	7,901
Travel/Training/Business Mea	1,450	6,222	5,966	5,966	5,966	5,966
Subscriptions/Bks/Membership	699	227	740	740	740	740
Utilities	288,571	313,798	310,343	320,674	320,674	320,674
Insurance and Bonds	24,453	19,276	23,084	26,600	26,600	26,600
Contractual Services	116,428	89,220	126,142	100,222	100,222	100,222
Contractual Services	825,939	850,639	893,083	909,124	909,132	909,132
Materials and Supplies						
Office Supplies	2,673	1,743	2,810	2,810	2,810	2,810
Veh & Mach Operating Supplie	94,755	74,545	99,735	100,386	100,386	100,386
Clothing & Protective Equipm	3,298	3,094	3,463	3,463	3,463	3,463
Commodities	1,828	1,807	1,919	1,919	1,919	1,919
Equipment, Tools, & Misc Par	13,742	12,850	18,274	18,274	18,274	18,274
Supplies	23,529	17,390	24,705	24,705	24,705	24,705
Materials and Supplies	139,825	111,429	150,906	151,557	151,557	151,557
Other Charges						
Taxes and Licenses	1,062	665	1,623	1,623	1,623	1,623
Other Charges	56,702	67,533	96,114	85,470	85,470	85,470
Other Charges	57,764	68,198	97,737	87,093	87,093	87,093
Capital Outlay						
Furniture and Equipment		37,119				
Capital Outlay		37,119				
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(1,298,298)	(1,367,399)	(1,514,290)	(1,580,062)	(1,580,178)	(1,580,178)
Allocated to Other Activities	(1,298,298)	(1,367,399)	(1,514,290)	(1,580,062)	(1,580,178)	(1,580,178)
Operating Transfers						
Expenditures						
	574,900	623,058	719,904	715,052	715,263	715,263
Non-Tax Revenue	106,351	63,845	73,046	67,362	67,367	67,367
Tax Funding	468,549	559,213	646,858	647,690	647,896	647,896

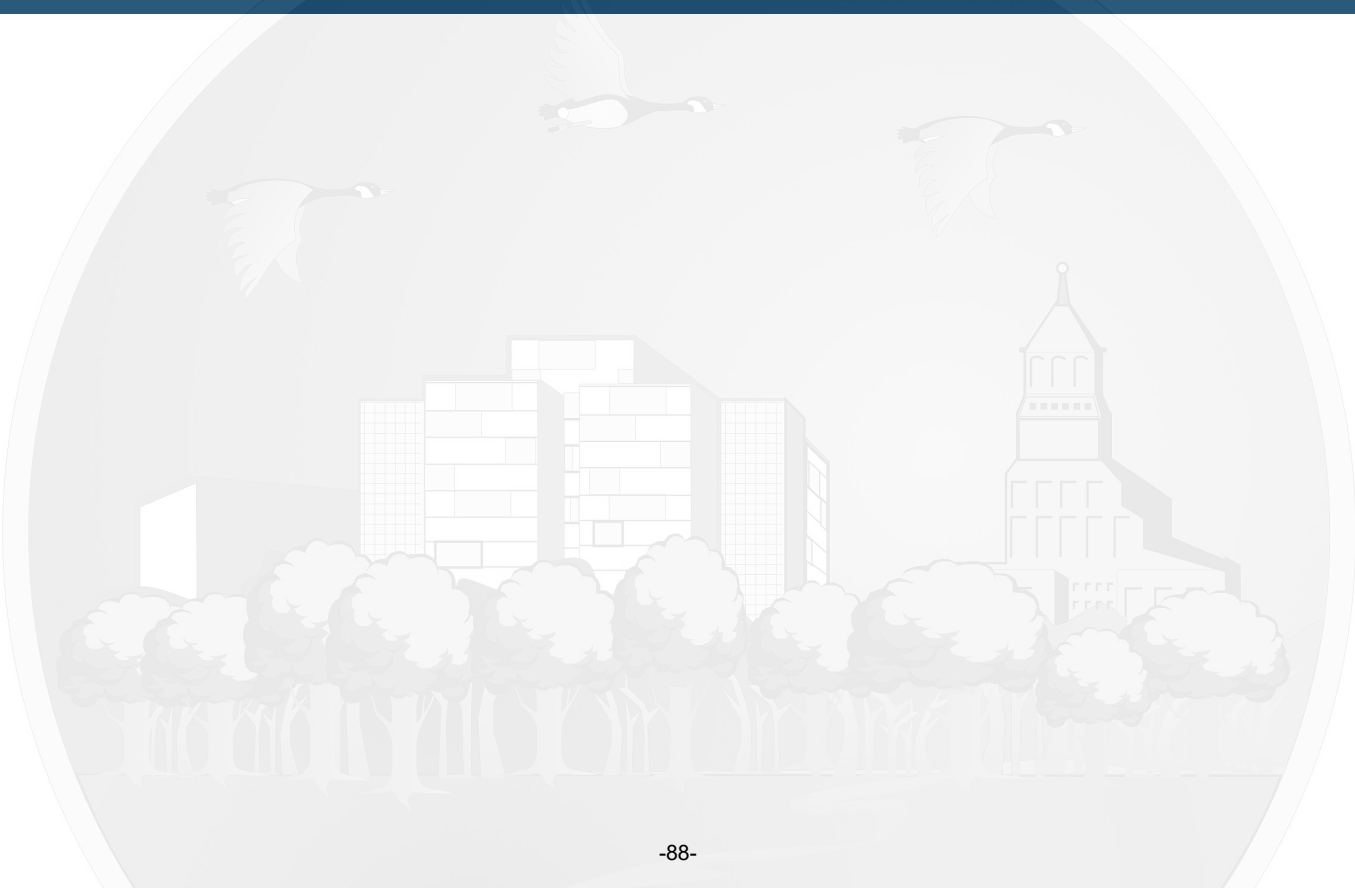
Fleet Maintenance/PWTOC Bldg



Company / Business Unit
00101 43125

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Facilities Assistant	1.00	1.00
Parts Clerk	1.00	1.00
Custodian	1.00	1.00
Facilities System Technician	1.00	1.00
Mechanic	4.00	4.00
Manager of Facility Svcs - PW	1.00	1.00
Office Services Coord PW	1.00	1.00
Total Regular Employees	10.00	10.00





Core Responsibilities

To provide a safe and efficient transportation system for the conveyance of people, goods and services. The traffic engineering section of the Public Works Division is responsible for the day-to-day operations and maintenance of the traffic control and operations within the City and for the devices to do this, such as traffic control signals, pavement markers and traffic signs. Tasks that the traffic office conducts include the following:

1. Conduct traffic studies as required by the City Council, school district, Park Department, ROCOG, Olmsted County, residents, and other departments of the City.
2. Administration of the City street lighting system, the neighborhood Traffic Management program and the Residential Permit Parking program.
3. Safety studies through compilation of City accident data to identify trends and high frequency locations for review and possible safety improvement projects.
4. Permit reviews and support: the traffic office provides permit review and recommendation for the issuance of obstruction permits for street closures and construction traffic control, special event permits required for temporary traffic control devices and special requirements and for over dimension vehicle moves (over height, length and weight) for route determination and special requirements for the move.
5. Asset management of the traffic infrastructure: reviews and plans replacement/upgrades of the traffic signal system elements, reviews of the signing to ensure they comply with current standards and planning their replacement on a 12 year cycle to meet the required reflectivity standards and review and planning the maintenance of the pavement markings.
6. Project management of City and consultant design plans for expansion or reconstruction of these systems.

2020 Objectives

1. To ensure that the City's traffic infrastructure is in compliance with existing standards and will operate in a safe, dependable and efficient manner. To provide timely responses for permit reviews and traffic study requests that are received.
2. Emphasis has been placed on preventative maintenance and finding ways to reduce the costs for operation and replacement of the existing traffic control devices.
3. New Traffic signal systems will be installed as approved in the Capital Improvement Program as identified based on traffic forecasts and development associated with the City's continued growth.
4. Implement a signal optimization program for major transportation corridors in the City.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of signalized intersections.	166	167	168	171
2. # of signals on interconnect.	131	131	132	132
3. # signals on battery backup.	40	41	42	42
4. # of signal calls.	500	479	500	500

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of traffic signal malfunctions corrected the same day as reported.	98%	98%	98%	98%
2. % of signal controller conflict monitors tested.	4%	50%	50%	70%
3. % of traffic signals' timing optimized and updated.	15%	15%	15%	15%
4. # of requests received for Gopher OneCall locates.	14,500	4,996	5,000	5,000
5. # of field locates made.	650	570	600	600

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Works	General Fund		Traffic			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
43200 Traffic						
Expenditures						
Employee Services						
Regular Salaries	571,112	593,079	624,511	641,124	641,124	641,124
Temporary Salaries	7,680	6,588	7,250	7,250	7,250	7,250
Regular Overtime	8,127	13,629	8,000	13,000	13,000	13,000
Other Pay	16,781	238				
Employee Benefits - Pensions	86,494	89,918	96,574	99,849	99,849	99,849
Employee Benefits - Insuranc	119,937	127,545	142,675	130,669	130,888	130,888
Other Employee Benefits	204	264	288	288	288	288
Employee Services	810,335	831,261	879,298	892,180	892,399	892,399
Contractual Services						
Rents and Leases	2,660	60	3,000	3,000	3,000	3,000
Adv, Publishing, & Printing	831		200	200	200	200
Contractual Mtce & Repair	36,539	29,956	62,854	64,664	64,664	64,664
Expert & Professional Servic	20,353	8,837	25,400	25,400	25,400	25,400
Communications	4,223	5,009	5,447	5,447	5,447	5,447
Travel/Training/Business Mea	12,777	4,453	6,140	6,140	6,140	6,140
Subscriptions/Bks/Membership	1,798	1,479	1,100	1,100	1,100	1,100
Utilities	152,393	165,628	159,744	172,267	172,267	172,267
Insurance and Bonds	9,247	10,427	12,109	12,133	12,133	12,133
Contractual Services	94,169	94,744	227,538	218,391	218,391	218,391
Contractual Services	334,990	320,593	503,532	508,742	508,742	508,742
Materials and Supplies						
Office Supplies	1,311	723	2,650	2,650	2,650	2,650
Veh & Mach Operating Supplie	19,213	19,379	14,092	14,092	14,092	14,092
Clothing & Protective Equipm	565	980	1,000	1,000	1,000	1,000
Equipment, Tools, & Misc Par	27,952	20,629	136,000	136,000	136,000	136,000
Supplies	85,051	59,369	122,900	122,900	122,900	122,900
Materials and Supplies	134,092	101,080	276,642	276,642	276,642	276,642
Other Charges						
Taxes and Licenses	393	272	490	490	490	490
Other Charges	73,992	65,270	79,997	73,445	73,445	73,445
Other Charges	74,385	65,542	80,487	73,935	73,935	73,935
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(64,128)	(92,765)	(71,408)	(77,549)	(77,549)	(77,549)
Allocated to Other Activities	(64,128)	(92,765)	(71,408)	(77,549)	(77,549)	(77,549)
Operating Transfers						
Operating Transfers	95,674	149,086				
Operating Transfers	95,674	149,086				
Expenditures	1,385,348	1,374,797	1,668,551	1,673,950	1,674,169	1,674,169
Non-Tax Revenue	122,829	109,892	111,501	101,501	101,501	101,501
Tax Funding	1,262,519	1,264,905	1,557,050	1,572,449	1,572,668	1,572,668

Traffic Admin/Engineering



Company / Business Unit
00101 43200

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Traffic Engineer	1.00	1.00
Equip Operator - Public Works	1.00	1.00
Painter 2	1.00	1.00
Engineering Technician	1.00	1.00
Sr Eng Technician	1.00	1.00
Traffic Operations Technician	1.00	1.00
Traffic Signal Technician	2.00	2.00
Total Regular Employees	8.00	8.00





Core Responsibilities

This budget provides for lighting of public streets, alleys and walkways. Also included is the Central Business District (CBD) decorative pedestrian lights and the holiday lighting of trees and skyways. The majority of the street light system is installed and maintained by Rochester Public Utilities, however about 1% of the lamps are served by Peoples Cooperative Power. This budget is administered by the Traffic division staff, which reviews requests for street lights and maintains the CBD decorative pedestrian lighting.

2020 Objectives

1. Continued expansion into new subdivisions and annexed areas. The City will continue to use the 25% criteria, i.e. 25% of the lots in a new subdivision must have improvements to them prior to energizing the streetlights. In annexed areas, streetlights are added upon request.
2. The CBD decorative lighting system will be expanded to include the streets within any new streetscaping projects.
3. Periodic reports will be prepared on requested new lighting.
4. The City will continue to phase out existing mercury vapor lamps and gradually replace them with LED as they burn out.
5. Contractual maintenance will be continued to include annual lens washing, pole cleaning and oiling of the CBD decorative pedestrian lamps.
6. Re-evaluate street lighting levels and fixtures in new subdivisions.

City Lighting



Company / Business Unit
00101 43220

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of street lights/175 watt mercury vapor.	7	2	2	1
2. # of street lights/100 watt H. Pres. Sodium.	6,092	5,960	5,800	5,650
3. # of street lights/250 watt H. Pres. Sodium.	1,012	976	925	890
4. # of street lights/400 watt H. Pres. Sodium.	135	132	130	125
5. # of street lights/175 watt Metal Halide.	35	34	33	30
6. # of street lights/250 watt Metal Halide.	44	44	44	40
7. # of street lights < 100 watt LED.	1,310	1,533	1,750	2,000
8. # of street lights 100 - 250 watt LED.	189	249	300	375
9. Other/misc. lighting types.	4	11	11	10
10. # of Peoples Co-op lamps.	11	11	11	10
11. # of holiday lighting outlets maintained.	120	120	120	120
12. # of decorative lamps maintained.	400	400	400	400

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of street lighting requests reviewed within 30 days.	97%	97%	97%	97%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00101 43220

Public Works Description	General Fund		City Lighting			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
43220 City Lighting						
Expenditures						
Employee Services						
Contractual Services						
Communications	24	1	24	24	24	24
Utilities	1,270,562	1,334,422	1,346,500	1,380,200	1,380,200	1,380,200
Insurance and Bonds	3	3	4	4	4	4
Contractual Services	1,270,589	1,334,426	1,346,528	1,380,228	1,380,228	1,380,228
Materials and Supplies						
Equipment, Tools, & Misc Par	8,096	550	1,000	1,000	1,000	1,000
Materials and Supplies	8,096	550	1,000	1,000	1,000	1,000
Other Charges						
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	1,278,685	1,334,976	1,347,528	1,381,228	1,381,228	1,381,228
Tax Funding	1,278,685	1,334,976	1,347,528	1,381,228	1,381,228	1,381,228



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Core Responsibilities

The Music Department (RMD) provides the community with opportunities for high quality, diverse and accessible musical and educational programs. RMD offers a broad range of concerts, performance opportunities for area musicians and artistic support services that help make Rochester a more livable community and contribute to the quality of life of its citizens and visitors. RMD values the diversity of cultural expression and traditions, fosters the preservation and advancement of diverse musical genres, creates a sense of welcoming and belonging, enhances the enjoyment of life and celebrates community when programming events.

RMD's best-known program is *Down by the Riverside*. RMD also presents *Riverside Live!* and *World Music* concerts, and other special programs and events. RMD maintains an extensive education (*Artists-in-the-Schools*), community outreach (*World Music Mini-Residencies*) and audience development program. A new *forWARD Neighborhood Park Concerts* program, intended to eventually serve each municipal ward, is in development.

2020 Objectives

1. Enhance quality of life and increase neighborhood connectivity and vitality by
 - a) programming a diversity of concerts and outreach services in venues inside and outside the downtown core; b) continuing to program free events to promote accessibility; and c) securing funding from non-City sources to help maintain and further develop existing core programs and services.
2. Foster a team-oriented culture by a) working with current and new collaborators, utilizing “best practices” to improve efficiency, and employing available technologies to accomplish the department’s work and promote its programs and services; and b) maintaining a commitment to engage artists from diverse backgrounds and cultures, book the highest quality musicians available within their respective genres, and employ both developing and established artists from local, statewide, regional, national and international sources.
3. Manage growth and development by continuing to develop the new *forWARD Neighborhood Park Concerts* program that will eventually serve each municipal ward and increase neighborhood connectivity and vitality while balancing programming that occurs within and outside the downtown/DMC core.

Music



Company / Business Unit
00101 44100

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Total citizens served.	479,698	287,921	65,000	65,000
2. Riverside Live! series.	4,281	3,941	4,000	4,000
3. Down by the Riverside series.	49,750	51,800	50,000	50,000
4. World Music Capstone concerts.	29,024	15,000	3,000	3,000
5. Thursdays on First and Third concerts.	386,511	208,000	0	0
6. Education and outreach.	3,556	3,892	4,000	4,000
7. Public service, community music & other.	6,577	5,288	4,000	4,000

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Artistic excellence/merit/relevance.				
2. Preserve/advance/appreciate music.				
3. Development/enrichment of musicians.				
6. Net program margin/subsidy required.	(\$208,473)	(\$252,958)	(\$280,000)	(\$280,000)
7. Total earned revenue.	\$175,282	\$152,299	\$125,800	\$125,800
8. Total contributed revenue & grants.	\$186,280	\$146,061	\$170,500	\$153,500

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Culture	General Fund		Music			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
44100 Music						
Expenditures						
Employee Services						
Regular Salaries	348,472	366,969	387,062	398,739	398,739	398,739
Temporary Salaries	1,478	1,548	7,500	7,500	7,500	7,500
Other Pay	3,037	2,858	7,901	2,990	2,990	2,990
Employee Benefits - Pensions	51,752	53,869	59,769	61,153	61,153	61,153
Employee Benefits - Insuranc	62,852	70,707	93,031	84,837	85,136	85,136
Other Employee Benefits	576	456	432	462	462	462
Employee Services	468,167	496,407	555,695	555,681	555,980	555,980
Contractual Services						
Rents and Leases	43,070	41,472	48,500	48,500	48,500	48,500
Adv, Publishing, & Printing	46,022	72,163	77,000	77,000	77,000	77,000
Contractual Mtce & Repair	344	316	400	400	400	400
Expert & Professional Servic	378,630	344,933	372,030	372,030	372,030	372,030
Communications	11,833	24,228	18,536	18,536	18,536	18,536
Travel/Training/Business Mea	17,001	17,278	18,220	18,220	18,220	18,220
Subscriptions/Bks/Membership	1,392	4,287	2,310	2,310	2,310	2,310
Insurance and Bonds	1,303	1,416	1,571	1,709	1,709	1,709
Contractual Services	30					
Contractual Services	499,625	506,093	538,567	538,705	538,705	538,705
Materials and Supplies						
Office Supplies	1,284	982	1,200	1,200	1,200	1,200
Clothing & Protective Equipm	579	452	600	600	600	600
Equipment, Tools, & Misc Par	175		250	250	250	250
Supplies	741	1,417	3,500	3,500	3,500	3,500
Materials and Supplies	2,779	2,851	5,550	5,550	5,550	5,550
Other Charges						
Taxes and Licenses	3,693	3,055	3,600	3,600	3,600	3,600
Other Charges	13,587	12,341	13,781	14,973	14,973	14,973
Other Charges	17,280	15,396	17,381	18,573	18,573	18,573
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	987,851	1,020,747	1,117,193	1,118,509	1,118,808	1,118,808
Non-Tax Revenue	361,562	298,361	296,300	279,300	279,300	279,300
Tax Funding	626,289	722,386	820,893	839,209	839,508	839,508

Music



Company / Business Unit
00101 44100

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Asst General Manager Music	1.00	1.00
Administrative Assistant I	1.00	1.00
Operations Coordinator	1.00	0.00
Prod&Comm Outreach Coordinator	0.00	1.00
General Manager - Music	1.00	1.00
Total Regular Employees	4.00	4.00



Art Center/Civic Theater/125 Live



Company / Business Unit
00101 44200

Core Responsibilities

The expenditures accounted for in this function are City appropriations in the following agencies:

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Civic Theater				
1. Contribution.	\$280,000	\$120,000*	\$200,000	\$200,000
2. Insurance.	\$260	\$252	\$702	\$300
3. Energy Improvement Debt Service Payment.	\$28,240	\$28,240	\$0	\$0
Total	\$308,500	\$148,492	\$200,702	\$200,300
Art Center				
1. Contribution.	\$325,000	\$193,100	\$347,000	\$347,000
2. Mayo Civic Center Building Contract.	\$6,800	\$154,541	\$0	\$0
3. Insurance.	\$2,127	\$15,704	\$6,649	\$2,015
4. Energy Improvement Debt Service Payment.	\$2,896	\$2,896	\$0	\$0
Total	\$336,823	\$366,241	\$353,649	\$349,015
125 Live				
1. Contribution.	\$0	\$120,000	\$120,000	\$120,000
2. Appraisals.	\$0	\$0	\$0	\$0
3. Contractual Maintenance & Repair.	\$2,576	\$9,507	\$10,000	\$10,000
4. Communications/Utilities/Insurance.	\$153,578	\$178,498	\$173,939	\$185,364
5. Equipment, Tools, & Misc. Parts.	\$90,957	\$226	\$0	\$0
Total	\$247,111	\$308,231	\$303,939	\$315,364

*Per 10/16/17 Council discussion, \$80,000 was paid from 2017 Contingency fund.

2020 Objectives



Workload Measurements

Effectiveness Measurements

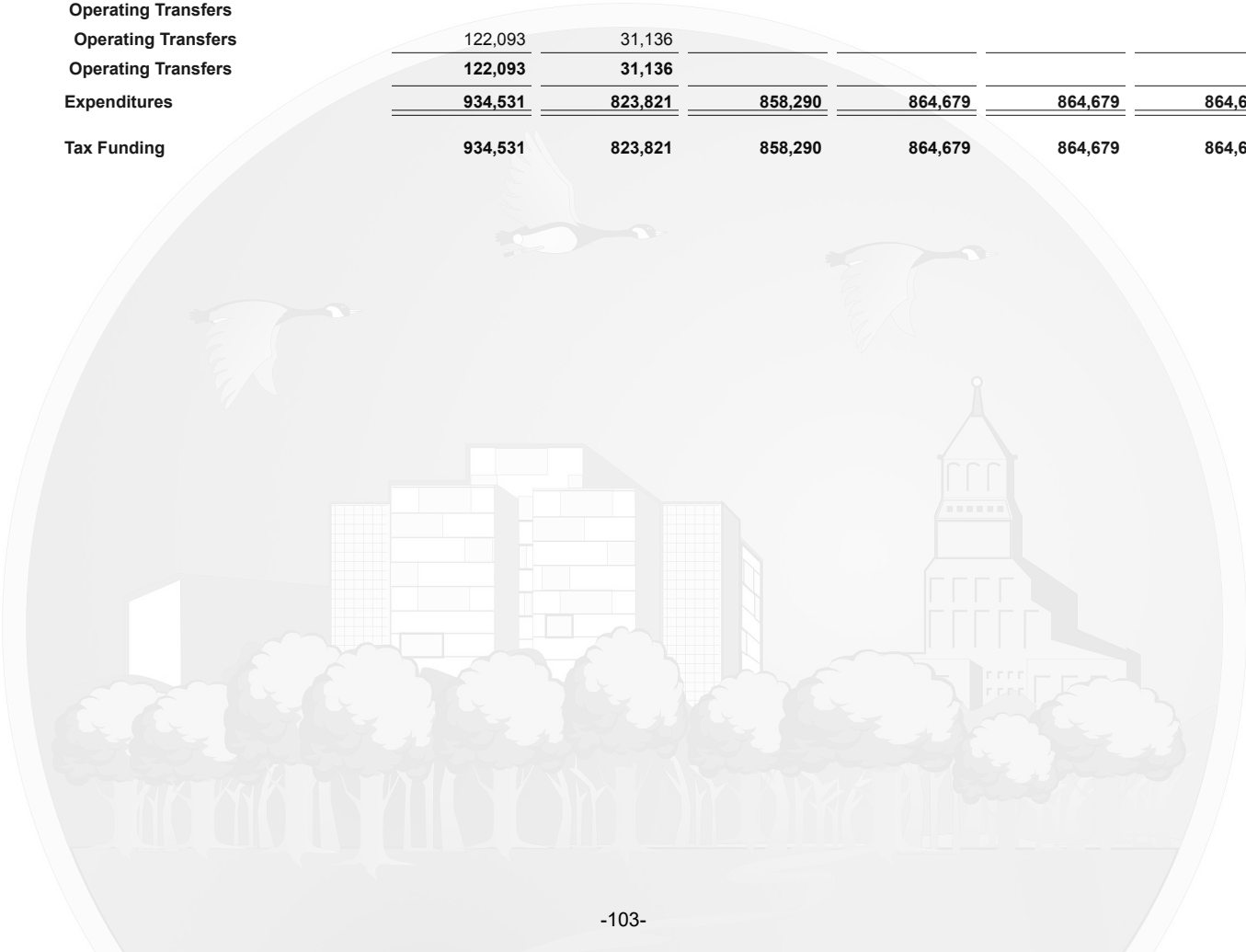
Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00101 44200

Culture	General Fund		ArtCtr/CivicTheatre/125Live			
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
44200 ArtCtr/CivicTheatre/125Live						
Expenditures						
Employee Services						
Contractual Services						
Contractual Mtce & Repair	23,260	29,965	10,000	10,000	10,000	10,000
Expert & Professional Serv	7,850	4,368				
Communications	(223)					
Utilities	168,992	289,945	160,185	173,468	173,468	173,468
Insurance and Bonds	7,298	26,834	21,105	14,211	14,211	14,211
Contractual Services	216	5,305				
Contractual Services	207,393	356,417	191,290	197,679	197,679	197,679
Materials and Supplies						
Equipment, Tools, & Misc Par		727				
Supplies	15	1,941				
Materials and Supplies	15	2,668				
Other Charges						
Contributions	605,000	433,100	667,000	667,000	667,000	667,000
Taxes and Licenses	30	500				
Other Charges	605,030	433,600	667,000	667,000	667,000	667,000
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	122,093	31,136				
Operating Transfers	122,093	31,136				
Expenditures	934,531	823,821	858,290	864,679	864,679	864,679
Tax Funding	934,531	823,821	858,290	864,679	864,679	864,679



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Community Reinvestment



Company / Business Unit
00101 44400

Core Responsibilities

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Diversity Council.	\$75,000	\$75,000	\$75,000	\$75,000
2. Intercultural City Initiative.	\$0	\$0	\$2,000	\$2,000
3. Greater Rochester Advocates for Universities & Colleges.	\$20,000	\$20,000	\$20,000	\$20,000
4. Human Rights Commission.*	\$0	\$0	\$6,000	\$6,000
5. Youth Commission.*	\$0	\$0	\$29,000	\$29,000
6. RNeighbors.	\$113,698	\$113,000	\$113,000	\$113,000
7. History Center of Olmsted County.	\$30,000	\$30,000	\$30,000	\$30,000
8. Celebration of a City.**	\$25,000	\$25,000	\$25,000	\$0
9. SE MN Initiative Fund.	\$20,000	\$20,000	\$20,000	\$20,000
10. Rochester Downtown Alliance.	\$100,000	\$100,000	\$100,000	\$100,000
11. 4th of July.**	\$0	\$0	\$40,000	\$0
12. Misc.	\$25,000	\$0	\$0	\$0
Total	\$408,698	\$383,000	\$460,000	\$395,000

*These line items were moved from Mayor & City Council (41310).

**These line items were moved to Mayor & City Council (41310).

2020 Objectives

Community Reinvestment



Company / Business Unit
00101 44400

Workload Measurements

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00101 44400

Community Reinvestment Description	General Fund		Community Reinvestment			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
44400 Community Reinvestment						
Expenditures						
Employee Services						
Contractual Services						
Materials and Supplies						
Other Charges						
Contributions	408,698	383,000	460,000	460,000	460,000	395,000
Other Charges	408,698	383,000	460,000	460,000	460,000	395,000
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	408,698	383,000	460,000	460,000	460,000	395,000
Tax Funding	408,698	383,000	460,000	460,000	460,000	395,000



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Core Responsibilities

The general function of this office is to oversee the City's redevelopment programs and policies. The major activities that support this mission include advising the City Council on redevelopment programs, policies and practices and serving as staff liaison to various groups and organizations involved in the redevelopment process. It also includes negotiation of public assistance to private redevelopment projects, coordination of long range planning for the downtown area and implementation of public improvements in the Central Business District including skyways and parking facilities.

This function also provides support for other community housing and economic development initiatives.

2020 Objectives

1. Work with the Destination Medical Center (DMC) Corporation and the Economic Development Agency (EDA) on implementation of the DMC Plan.
2. Coordinate implementation of the downtown master plan recommendations and various downtown redevelopment projects.
3. Work with the DMC, EDA, community partners and private developers to increase affordable housing options.
4. Negotiate development agreements for multiple development projects.
5. Serve as the primary staff representative to the Rochester Downtown Alliances.
6. Coordinate marketing, leasing and management efforts for the Minnesota Bio Business Center.
7. Manage City properties being held for redevelopment purposes.
8. Work with the Planning Department Team to draft changes to the Zoning Ordinance related to design review requirements in the downtown area.



Workload Measurements

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A



Core Responsibilities

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Rochester Area Economic Development Incorporated (In Dollars)	75,000	75,000	75,000	75,000
Convention & Tourism (In Dollars)*	2,683,214	3,000,329	2,628,570	N/A
Rochester Sports Commission**	N/A	N/A	N/A	600,000
Experience Rochester**	N/A	N/A	N/A	3,800,000
Total (In Dollars)	2,758,214	3,075,329	2,703,570	4,475,000

*Due to change in the operating model for the Mayo Civic Center this line is no longer applicable beyond 2019

**Due to change in the operating model for the Mayo Civic Center these lines are new in 2019 and will first be budgeted for 2020

2020 Objectives





Workload Measurements

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00101 44500

Economic Developmnt/Assistance Description	General Fund			Economic Development		
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
44500 Economic Development						
Expenditures						
Employee Services						
Regular Salaries	102,096	90,618	133,666	592,513	592,513	592,513
Other Pay	20,730	(27,342)				
Employee Benefits - Pensions	15,309	13,628	20,250	89,765	89,765	89,765
Employee Benefits - Insuranc	59,795	(22,868)	30,904	80,108	80,566	80,566
Other Employee Benefits	144	96	144	720	720	720
Employee Services	198,074	54,132	184,964	763,106	763,564	763,564
Contractual Services						
Rents and Leases	186	254	100	2,500	2,500	2,500
Adv, Publishing, & Printing	8,379	8,908	1,000	9,200	9,200	9,200
Contractual Mtce & Repair				38,000	38,000	38,000
Expert & Professional Servic	19,314	595	1,010	8,010	8,010	8,010
Communications	314	1,023	1,261	5,869	5,869	5,869
Travel/Training/Business Mea	50	35	1,680	14,580	14,580	14,580
Subscriptions/Bks/Membership	545		800	5,800	5,800	5,800
Insurance and Bonds	13,569	14,937	18,846	17,925	17,925	17,925
Contractual Services	42,357	25,752	24,697	101,884	101,884	101,884
Materials and Supplies						
Office Supplies			100	4,100	4,100	4,100
Materials and Supplies			100	4,100	4,100	4,100
Other Charges						
Contributions	2,758,214	3,075,329	2,703,570	4,475,000	4,475,000	4,475,000
Other Charges	1,757	1,561	1,980	12,085	12,085	12,085
Other Charges	2,759,971	3,076,890	2,705,550	4,487,085	4,487,085	4,487,085
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities				(580,808)	(660,524)	(660,524)
Allocated to Other Activities				(580,808)	(660,524)	(660,524)
Operating Transfers						
Expenditures	3,000,402	3,156,774	2,915,311	4,775,367	4,696,109	4,696,109
Non-Tax Revenue	218,177	124,650				
Tax Funding	2,782,225	3,032,124	2,915,311	4,775,367	4,696,109	4,696,109



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Assistant City Administrator	1.00	1.00
Project Manager	0.00	4.00
Administrative Assistant II	0.00	1.00
Total Regular Employees	1.00	6.00





Core Responsibilities

The function of the Central Business District (CBD) maintenance business unit is to enhance the livability of Rochester by maintaining the public landscape features and improvements created in the CBD. The activities of the business unit compliment the programming and promotion of the central district area by Rochester Downtown Alliance and other community partners. The business unit will continue to expand responsibilities as a result of increased investment in landscape amenities in the downtown core. This Business Unit is operated by the Parks and Forestry Division.

2020 Objectives

1. The CBD Section work force includes 1 full-time employee and is supplemented with assistance from the Park & Forestry group together with seasonal employees and contractor services.
2. Provide high quality landscape maintenance services and seasonal decorating.
3. Participate in the development and review of proposed project plans that include landscape beds for proper design, adequate irrigation and selection of plant material.





Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Parks				
1. # of planters landscaped and maintained annually.	198	198	198	198
2. # of banners installed multiple times annually.	296	296	296	296
3. # of skyways decorated annually.	6	6	6	6

Effectiveness Measurements

1. Positive feedback provided on cleanliness of Peace Plaza.
2. Positive feedback provided on condition maintenance of landscape materials.

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Economic Developmnt/Assistance	General Fund		CBD Maintenance			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
44515 CBD Maintenance						
Expenditures						
Employee Services						
Regular Salaries	55,332	57,213	58,581	60,037	60,037	60,037
Temporary Salaries	14,829	22,686	24,640	24,640	24,640	24,640
Regular Overtime	80		1,000	1,000	1,000	1,000
Employee Benefits - Pensions	9,150	10,338	11,821	12,042	12,042	12,042
Employee Benefits - Insuranc	17,130	18,898	20,930	22,248	22,268	22,268
Employee Services	96,521	109,135	116,972	119,967	119,987	119,987
Contractual Services						
Rents and Leases	481	670	500	500	500	500
Adv, Publishing, & Printing		2,042				
Contractual Mtce & Repair	42,226	48,595	38,000	38,000	38,000	38,000
Expert & Professional Servic	16,563	21,265	16,300	16,300	16,300	16,300
Communications	1,034	985	1,000	1,000	1,000	1,000
Travel/Training/Business Mea	599	190	680	680	680	680
Subscriptions/Bks/Membership		10				
Utilities	10,155	13,031	11,700	11,400	11,400	11,400
Insurance and Bonds	431	449	495	543	543	543
Contractual Services	59,426	58,714	61,650	68,110	68,110	68,110
Contractual Services	130,915	145,951	130,325	136,533	136,533	136,533
Materials and Supplies						
Veh & Mach Operating Supplie	2,498	2,432	2,500	2,500	2,500	2,500
Clothing & Protective Equipm	455		800	800	800	800
Commodities	1,091	5,614	2,000	2,000	2,000	2,000
Equipment, Tools, & Misc Par	2,973	15,430	6,750	6,750	6,750	6,750
Construction Materials	20,646	27,151	29,000	29,000	29,000	29,000
Supplies	16,891	15,305	9,000	9,000	9,000	9,000
Materials and Supplies	44,554	65,932	50,050	50,050	50,050	50,050
Other Charges						
Taxes and Licenses	10	16				
Other Charges	3,417	3,891	4,761	4,698	4,698	4,698
Other Charges	3,427	3,907	4,761	4,698	4,698	4,698
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(692)	(1,630)	(750)	(1,350)	(1,350)	(1,350)
Allocated to Other Activities	(692)	(1,630)	(750)	(1,350)	(1,350)	(1,350)
Operating Transfers						
Expenditures	274,725	323,295	301,358	309,898	309,918	309,918
Non-Tax Revenue	2,844	6,018	1,500	1,500	1,500	1,500
Tax Funding	271,881	317,277	299,858	308,398	308,418	308,418



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Landscape Technician	1.00	1.00
Total Regular Employees	1.00	1.00



Unallocated



Company / Business Unit

00101 44600

Core Responsibilities

The expenditures accounted for in this function are items which are not readily allocable to various City functions.

2020 Objectives



Unallocated



Company / Business Unit
00101 44600

Workload Measurements

Effectiveness Measurements

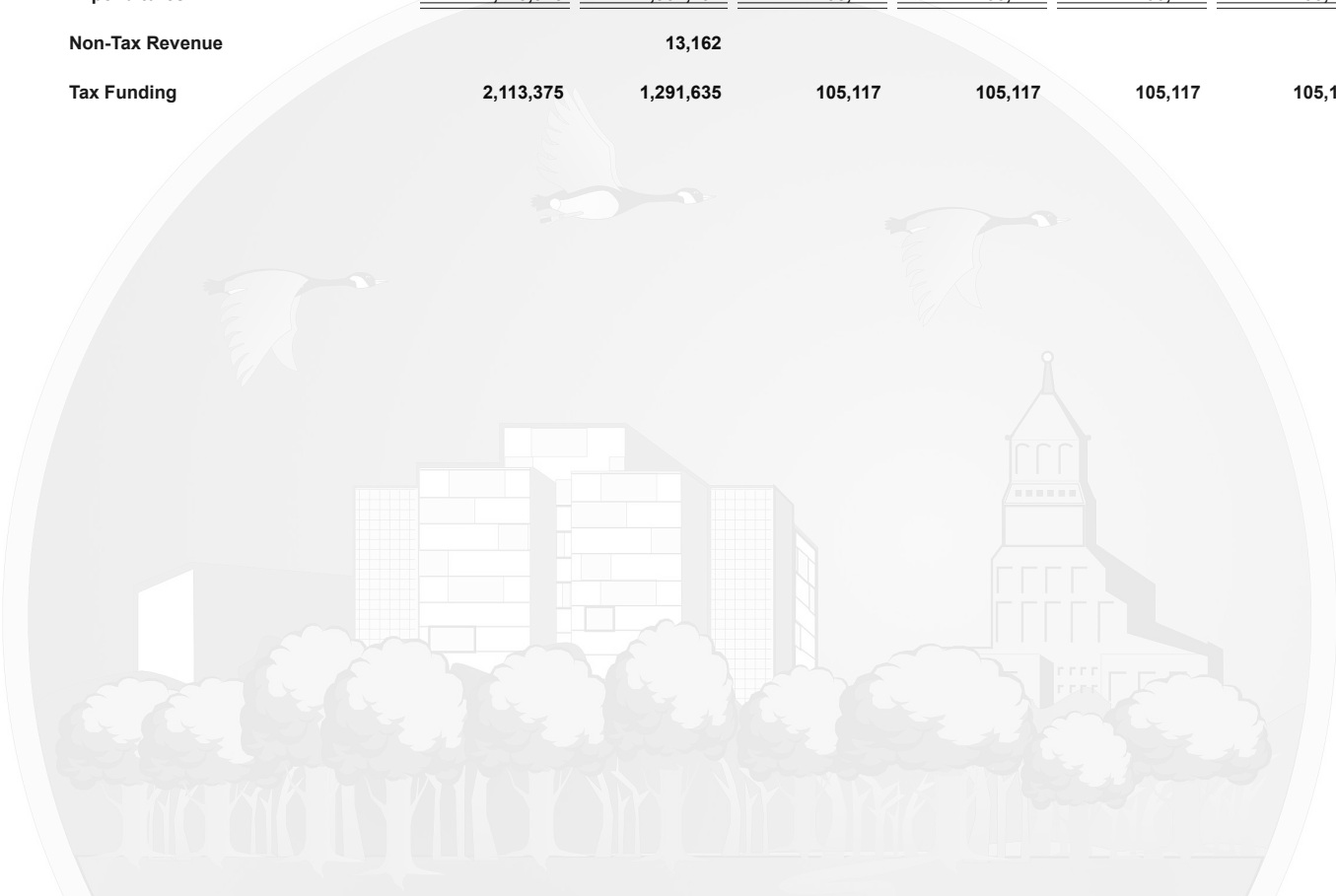
Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00101 44600

Unallocated Description	General Fund			Unallocated Requested	2020 Budget	
	2017 Actuals	2018 Actuals	2019 Budget		Recommended	Adopted
44600 Unallocated						
Expenditures						
Employee Services						
Contractual Services						
Rents and Leases	70,562	70,562	70,562	70,562	70,562	70,562
Contractual Mtce & Repair	3,000	3,000				
Expert & Professional Serv	20,683	21,284	22,150	22,150	22,150	22,150
Communications	2,216	2,165	1,880	1,880	1,880	1,880
Contractual Services	96,461	97,011	94,592	94,592	94,592	94,592
Materials and Supplies						
Office Supplies			500	500	500	500
Supplies	1,020	846				
Materials and Supplies	1,020	846	500	500	500	500
Other Charges						
Taxes and Licenses	25	25	25	25	25	25
Other Charges	6,383	6,915	10,000	10,000	10,000	10,000
Other Charges	6,408	6,940	10,025	10,025	10,025	10,025
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	2,009,486	1,200,000				
Operating Transfers	2,009,486	1,200,000				
Expenditures	2,113,375	1,304,797	105,117	105,117	105,117	105,117
Non-Tax Revenue		13,162				
Tax Funding	2,113,375	1,291,635	105,117	105,117	105,117	105,117



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Contingency



Company / Business Unit

00101 44620

Core Responsibilities

This appropriation provides for unforeseen circumstances in operating departments that may arise during the budget year. The appropriation may be transferred upon Common Council approval to the department in which the unforeseen circumstance arises.

2020 Objectives

Leverage the Contingency appropriation to provide funding to address the required and unforeseen circumstances that arise within the current budget year.



Contingency



Company / Business Unit
00101 44620

Workload Measurements

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Unallocated	General Fund		Contingency		Account Number	
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
44620 Contingency						
Expenditures						
Employee Services						
Other Pay				472,956	472,956	472,956
Employee Benefits - Insuranc				518,711	518,711	518,711
Employee Services				991,667	991,667	991,667
Contractual Services						
Materials and Supplies						
Other Charges						
Contributions			1,000,000	1,000,000	1,000,000	1,234,399
Other Charges			1,000,000	1,000,000	1,000,000	1,234,399
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	47,957	181,146				
Operating Transfers	47,957	181,146				
Expenditures	47,957	181,146	1,000,000	1,991,667	1,991,667	2,226,066
Tax Funding	47,957	181,146	1,000,000	1,991,667	1,991,667	2,226,066



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Core Responsibilities

“We strengthen community and enrich lives by sparking imagination, creativity, engagement and learning.” This is not just a mission statement posted on the wall, but rather a true commitment to meeting individuals where they are and providing them with the tools they need to succeed. We believe that the relationships built with our customers and colleagues underpin our essential role at the heart of the community. We take pride in serving and elevating the entire community, with an emphasis on focused intervention to create cohesion, generate opportunities and reduce inequity.

The Rochester Public Library (RPL) is committed to serving the entire community. RPL strives to increase equity by targeting services to those who have limited access due to language, finances, health, safety, literacy or other obstacles.

RPL listens to community aspirations and turns them into meaningful opportunities. Our strategic plan, created with extensive community input and aligned to the city’s strategic priorities, provides the blueprint for our daily operations.

Along with the City’s Core Values, “We Care” defines RPL’s additional core values. Our caring culture is at the center of everything we do – from customer service to building maintenance.

2020 Objectives

1. Children start school ready to learn to read and write.
2. Community members' basic literacy needs are addressed.
3. Information seekers get answers through greater assistance and relevant education.
4. Students will have enhanced opportunities to help them succeed in school and beyond.
5. Community members increased engagement through interactive programming and partnerships.
6. Individuals feel part of the community through inclusion and connection.
7. Community members increased participation in, and awareness of, citizenship rights and responsibilities.
8. Community members have expanded opportunities for creative expression and innovation.
9. Community members have access to space to meet community needs for literacy and engagement.
10. Community and staff access the digital world utilizing the best technology.
11. The community understands the benefits of the library and its services, and the community has confidence in the library's stewardship and effectiveness.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Annual # of circulation (street construction impact).	1,897,802	1,822,215	1,800,000	1,835,000
2. Annual # of library visits (street construction impact).	519,880	491,452	450,000	470,000
3. Annual # of reference transactions.	211,885	203,486	190,000	204,000
4. Annual # of program attendance.	119,930	121,697	115,000	121,000
5. Annual # of holdings.	532,158	549,523	550,000	551,000
6. Annual # of Wi-Fi sessions.	48,637	45,094	43,000	46,000
7. # of free specialized reading lessons provided by Rochester Reading Champions (RRC) tutors.	1,487	1,328	1,500	1,550

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of RRC students who improved reading by one grade level after post assessment.	90%	90%	80%	80%
2. % of people surveyed who reported a positive experience.	63%	83%	70%	70%
3. % of people surveyed who reported increased awareness and understanding of the community and its resources.	58%	88%	60%	60%
4. % of people surveyed who reported an increase in creative expression/opportunities.	94%	98%	90%	90%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Culture	Library Fund		Library			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
00202 Library Fund						
45500 Library						
Expenditures						
Employee Services						
Regular Salaries	3,554,591	3,630,701	4,031,256	4,135,137	4,135,137	4,135,137
Temporary Salaries	551,125	613,183	654,148	689,896	689,896	689,896
Regular Overtime	1,254	5,809	2,000	2,000	2,000	2,000
Other Pay	12,027	22,221	18,958	2,859	2,859	2,859
Employee Benefits - Pensions	598,890	618,498	695,221	714,019	714,019	714,019
Employee Benefits - Insuranc	820,576	913,327	1,000,131	1,129,368	1,131,360	1,131,360
Other Employee Benefits	7,488	7,620	7,476	8,124	8,124	8,124
Employee Services	5,545,951	5,811,359	6,409,190	6,681,403	6,683,395	6,683,395
Contractual Services						
Rents and Leases	4,075	7,958	28,400	16,900	16,900	16,900
Adv, Publishing, & Printing	15,688	38,489	33,424	33,424	33,424	33,424
Contractual Mtce & Repair	235,010	281,766	315,512	315,512	315,512	315,512
Expert & Professional Servic	75,126	73,098	55,854	55,854	55,854	55,854
Communications	78,051	73,160	61,104	61,104	61,104	61,104
Travel/Training/Business Mea	30,614	52,757	39,900	39,980	39,980	39,980
Subscriptions/Bks/Membership	235,938	245,662	140,441	140,441	140,441	140,441
Utilities	197,761	184,884	216,993	206,111	206,111	206,111
Insurance and Bonds	24,419	26,078	29,578	30,735	30,735	30,735
Contractual Services	56,766	130,867	38,964	38,964	38,964	38,964
Contractual Services	953,448	1,114,719	960,170	939,025	939,025	939,025
Materials and Supplies						
Office Supplies	23,674	27,932	15,851	15,851	15,851	15,851
Veh & Mach Operating Supplie	5,695	19,958	5,700	5,700	5,700	5,700
Clothing & Protective Equipm	182	696	500	500	500	500
Commodities	4,174	4,246	5,000	5,000	5,000	5,000
Equipment, Tools, & Misc Par	25,002	24,854	5,693	5,693	5,693	5,693
Construction Materials	165					
Supplies	95,599	128,157	62,600	62,600	62,600	62,600
Materials and Supplies	154,491	205,843	95,344	95,344	95,344	95,344
Other Charges						
Judgmnts/Penalties/Settlemen	1,000					
Taxes and Licenses	55	358	48	48	48	48
Other Charges	108,674	107,942	103,131	293,432	103,787	103,787
Other Charges	109,729	108,300	103,179	293,480	103,835	103,835
Capital Outlay						
Library Media	647,113	708,871	684,626	661,433	661,433	661,433
Capital Outlay	647,113	708,871	684,626	661,433	661,433	661,433
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	22,445	22,446			50,000	50,000
Operating Transfers	22,445	22,446			50,000	50,000
Expenditures	7,433,177	7,971,538	8,252,509	8,670,685	8,533,032	8,533,032
Non-Tax Revenue	1,421,558	1,497,953	1,194,527	1,284,542	1,284,542	1,284,542
Tax Funding	6,011,619	6,473,585	7,057,982	7,386,143	7,248,490	7,248,490



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Automation Services Assoc	1.00	1.00
Automation Services Coord	2.00	2.00
Volunteer and Training Asst	1.00	1.00
Librarian I/Driver	1.00	1.00
Administrative Services Coord	1.00	1.00
Childrens Services Division Hd	1.00	1.00
Custodian NonBargaining	1.00	1.00
Director Library	1.00	1.00
Head of Mktg & Comm Engagement	1.00	1.00
Library Associate II	1.00	1.00
Library Assistant I	6.00	6.00
Library Assistant II	7.00	8.00
Librarian I	11.75	11.75
Librarian II	2.00	2.00
Library Associate I	8.00	8.00
Automation Systems Mgr - Lib	1.00	1.00
Circulation Services Manager	1.00	1.00
Head of Reference Services	1.00	1.00
Reader Services Division Head	1.00	1.00
Grants & Outcomes Specialist	1.00	1.00
Technical Svcs Division Head	1.00	1.00
Building Maint Worker III	1.00	1.00
Building Maint Worker Non Barg	1.00	1.00
Total Regular Employees	53.75	54.75



Core Responsibilities

The Park and Recreation Department provides parks, trails, recreation facilities and programs to the citizens of Rochester. This is accomplished through the maintenance and operation of the park system and planning and coordinating activities in cooperation with a number of other service organizations. The majority of recreation and sports activities are offered through partnerships. The Park and Recreation Administration is responsible for the overall operation, budget, planning, community relations and operation of the department. The administration works closely with the Park Board, City Council, City Administration, Park Foundation, other service providing organizations and City departments.

The Administrative section of the Parks and Recreation Department is the main point of public communication and customer service. Park reservations, activity registration, pass sales and complaint based ordinance communication is coordinated from the administrative offices.

The Park and Recreation System Plan was implemented in 2016. The Park Board and Park and Recreation staff have aligned all work activity to support the goals and objectives of the System Plan.

2020 Objectives

1. Align Park and Recreation System Plan with citywide strategic planning.
2. Continue to address equity in the distribution of the Parks and Recreation System to neighborhoods throughout Rochester.
3. Coordinate discussions with the Park Board, City Administration and City Council to address funding and service gaps and deteriorating infrastructure.
4. Review partnerships. Ensure that written agreements reflect any changes in the scope of activities that have taken place during the history of relationships.
5. Develop marketing and messaging that compliments city-wide vision and priorities.
6. Advance highly anticipated projects. Continue to seek grants and donations.
7. Continue to review golf operations. Make recommendations to the Park Board, City Council and City Administration regarding the future of golf in Rochester.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Seasonal employees processed.	330	319	332	330
2. Picnic shelters reserved.	469	451	467	460
3. Plummer House reservations.	119	110	118	118
4. Mayo Field reservations.	90	89	88	88

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00221 46001

Parks & Recreation	Municipal Recreation System			Park & Rec Administration		
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
00221 Municipal Recreation System						
46001 Park & Rec Administration						
Expenditures						
Employee Services						
Regular Salaries	355,604	374,461	391,671	401,017	401,017	401,017
Temporary Salaries	3,720	240	6,000	6,000	6,000	6,000
Regular Overtime	322		350	350	350	350
Other Pay	2,678	1,884	2,038	2,956	2,956	2,956
Employee Benefits - Pensions	52,200	54,198	59,851	61,267	61,267	61,267
Employee Benefits - Insuranc	70,524	78,811	88,372	94,096	94,354	94,354
Other Employee Benefits	552	552	552	552	552	552
Employee Services	485,600	510,146	548,834	566,238	566,496	566,496
Contractual Services						
Rents and Leases	330	829				
Adv, Publishing, & Printing	6,398	6,590	7,000	7,000	7,000	7,000
Contractual Mtce & Repair	20,399	14,091	13,250	13,250	13,250	13,250
Expert & Professional Serv	11,505	5,780	10,000	10,000	10,000	10,000
Communications	3,235	6,027	4,311	4,311	4,311	4,311
Travel/Training/Business Mea	5,934	7,355	5,870	5,870	5,870	5,870
Subscriptions/Bks/Membership	2,384	2,762	2,400	2,400	2,400	2,400
Insurance and Bonds	1,696	1,684	1,830	2,066	2,066	2,066
Contractual Services	182	123				
Contractual Services	52,063	45,241	44,661	44,897	44,897	44,897
Materials and Supplies						
Office Supplies	4,940	4,909	5,000	5,000	5,000	5,000
Veh & Mach Operating Supplie	751	1,154	900	900	900	900
Equipment, Tools, & Misc Par		13				
Supplies	1,070	739	700	700	700	700
Materials and Supplies	6,761	6,815	6,600	6,600	6,600	6,600
Other Charges						
Taxes and Licenses		16				
Other Charges	21,302	17,402	12,237	15,959	15,959	15,959
Other Charges	21,302	17,418	12,237	15,959	15,959	15,959
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	565,726	579,620	612,332	633,694	633,952	633,952
Non-Tax Revenue	20,769	48,111	23,370	23,370	23,370	23,370
Tax Funding	544,957	531,509	588,962	610,324	610,582	610,582



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Administrative Assistant II	1.00	1.00
Accounting Clerk	1.00	1.00
Director of Park & Rec	1.00	1.00
Office Services Coord/P&R	1.00	1.00
Total Regular Employees	4.00	4.00





Core Responsibilities

The Recreation Supervisor works with the Director of Indoor Facilities and Recreation to oversee the Recreation division of Rochester Parks & Recreation. The Recreation division works to create opportunities for participation by all Rochester residents regardless of age or ability. Examples of these recreational opportunities include adult sports leagues, Go! Play! Explore! Mobile Recreation programming, community special events, preschool indoor playground programming for the winter months, etc. The Recreation division also works with several community sports groups to help facilitate their programming in City of Rochester facilities and parks.

The Adaptive Recreation Business Unit (46012) is also part of the Recreation division. The Adaptive Recreation Manager oversees this programming for adult and youth with cognitive disabilities. Adaptive Rec offers a variety of programs to meet the recreation, social and educational needs of participants.

2020 Objectives

1. Look for new revenue sources in order to offer more recreational opportunities for the community.
2. Offer recreational opportunities to all residents regardless of age, ability or social-economic status.
3. Increase participation in youth, adult and adaptive recreational programs.
4. Continue partnerships with groups like Rochester Community Education and Quarry Hill Nature Center.
5. Keep updating and improving the Pipsqueaks indoor playground.

Recreation



Company / Business Unit
00221 46010

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of league teams.	748	700	725	725
2. # of team program participants.	9,724	9,100	9,500	9,500
3. # of attendees to Pipsqueaks.	7,736	7,850	7,800	7,800
4. # of Adaptive Rec registrations.	2,241	2,855	2,750	2,750

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Growth in league participation.	16	(48)	15	10
2. Non-tax revenue as a % of total operating costs (BU 46011).	53%	49%	40%	36%
3. Non-tax revenue as a % of total operating costs (BU 46012).	56%	45%	55%	53%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Parks & Recreation	Municipal Recreation System		Recreation		Account Number	
	2017	2018	2019	2020 Budget	00221	46010
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
46010 Recreation						
Expenditures						
Employee Services						
Regular Salaries	284,889	299,667	351,017	383,133	383,133	383,133
Temporary Salaries	209,264	226,243	215,000	215,000	215,000	215,000
Regular Overtime	135					
Other Pay	1,164					
Employee Benefits - Pensions	62,869	65,585	73,422	78,287	78,287	78,287
Employee Benefits - Insuranc	41,670	45,228	72,322	85,452	85,740	85,740
Other Employee Benefits	144	144	144	144	144	144
Employee Services	600,135	636,867	711,905	762,016	762,304	762,304
Contractual Services						
Rents and Leases	27,442	22,423	26,000	26,000	26,000	26,000
Adv, Publishing, & Printing	1,477	2,137	1,650	1,650	1,650	1,650
Contractual Mtce & Repair	819	7,189	2,000	2,000	2,000	2,000
Expert & Professional Servic	29,749	39,615	37,500	37,500	37,500	37,500
Communications	1,652	3,493	3,422	3,422	3,422	3,422
Travel/Training/Business Mea	1,540	886	1,470	1,470	1,470	1,470
Subscriptions/Bks/Membership	1,100	3,650	3,600	3,600	3,600	3,600
Insurance and Bonds	1,699	1,738	1,838	2,168	2,168	2,168
Contractual Services	1,868	715	1,500	1,500	1,500	1,500
Contractual Services	67,346	81,846	78,980	79,310	79,310	79,310
Materials and Supplies						
Office Supplies	234	1,697	600	600	600	600
Veh & Mach Operating Supplie	680	738	800	800	800	800
Clothing & Protective Equipm	102	903	850	850	850	850
Equipment, Tools, & Misc Par		6,529	500	500	500	500
Supplies	38,907	21,317	20,600	20,600	20,600	20,600
Materials and Supplies	39,923	31,184	23,350	23,350	23,350	23,350
Other Charges						
Contributions	465	743	800	800	800	800
Taxes and Licenses		27				
Other Charges	6,235	5,480	9,659	10,326	10,326	10,326
Other Charges	6,700	6,250	10,459	11,126	11,126	11,126
Capital Outlay						
Furniture and Equipment	17,132					
Capital Outlay	17,132					
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(48,861)	(51,402)	(51,800)	(54,100)	(54,100)	(54,100)
Allocated to Other Activities	(48,861)	(51,402)	(51,800)	(54,100)	(54,100)	(54,100)
Operating Transfers						
Operating Transfers	14,023					
Operating Transfers	14,023					
Expenditures	696,398	704,745	772,894	821,702	821,990	821,990
Non-Tax Revenue	379,513	331,005	356,820	346,820	346,820	346,820
Tax Funding	316,885	373,740	416,074	474,882	475,170	475,170

Recreation



Company / Business Unit
00221 46010

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Custodian	.75	1.00
Recreation Therapist	1.00	1.00
Sports Facilities Division Hd	1.00	1.00
Recreation Supervisor	1.00	1.00
Total Regular Employees	3.75	4.00





Core Responsibilities

The Tennis Center is open to members and the public from the first week of June until the end of August. It is a membership facility that can also be used by visitors on a limited basis. Memberships are sold to individuals and families and courts can be reserved on an hourly basis. Instructional play is offered for all ages and in-house leagues are offered. Invitational, high school, district and regional tournaments are also held at the Center.

The Tennis Center also serves as the home facility for some of the Rochester high school teams during the spring and fall each year.

2020 Objectives

1. Continue work with "Raise the Net" committee to fundraise for improvements at the Tennis Center.
2. Begin planning for Phase 2 of improvements at the Tennis Center.
3. Increase number of regional and invitational tournaments after court renovation has been completed.
4. Increase total number of memberships.



Tennis



Company / Business Unit
00221 46013

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of participants per season.	6,120	5,850	5,850	6,500
2. # of high school tournaments.	57	52	35	60
3. # of hours used by high school teams.	755	755	375	755

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Non-tax revenue as a % of total operating costs (BU 46013).	36%	31%	32%	30%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00221 46013

Parks & Recreation Description	Municipal Recreation System			Tennis Center	2020 Budget	
	2017 Actuals	2018 Actuals	2019 Budget	Requested	Recommended	Adopted
46013 Tennis Center						
Expenditures						
Employee Services						
Regular Salaries	7,646	8,351	7,856	8,522	8,522	8,522
Temporary Salaries	12,989	13,617	13,000	13,000	13,000	13,000
Employee Benefits - Pensions	1,894	2,014	2,185	2,286	2,286	2,286
Employee Benefits - Insuranc	13,756	15,519	19,418	20,807	20,814	20,814
Employee Services	36,285	39,501	42,459	44,615	44,622	44,622
Contractual Services						
Adv, Publishing, & Printing	665	1,441	800	800	800	800
Contractual Mtce & Repair	490	215	500	500	500	500
Expert & Professional Servic	23	23				
Communications	983	983	1,000	1,000	1,000	1,000
Travel/Training/Business Mea			80	80	80	80
Utilities	5,927	5,933	6,736	7,106	7,106	7,106
Insurance and Bonds	970	1,005	1,224	1,125	1,125	1,125
Contractual Services	9,058	9,600	10,340	10,611	10,611	10,611
Materials and Supplies						
Office Supplies			100	100	100	100
Supplies	2,205		2,300	2,300	2,300	2,300
Materials and Supplies	2,205		2,400	2,400	2,400	2,400
Other Charges						
Other Charges			481	589	589	589
Other Charges			481	589	589	589
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	47,548	49,101	55,680	58,215	58,222	58,222
Non-Tax Revenue	17,148	15,015	17,750	17,750	17,750	17,750
Tax Funding	30,400	34,086	37,930	40,465	40,472	40,472

Tennis



Company / Business Unit
00221 46013

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Tennis Pro	1.00	1.00
Total Regular Employees	1.00	1.00





Core Responsibilities

The Recreation Supervisor works with Parks Operations to operate the outdoor pools and Foster Arends Beach. Soldiers Field and Silver Lake Pools are open from early June through late August. The two pools are host to swimming lessons, pool parties, lap and recreational swimming and Rochester Swim Club workouts. We also have many special events and programs. Foster Arends Beach is open Memorial Day weekend until Labor Day weekend. The beach is free of charge. It is unguarded but there is security during beach hours.

The City of Rochester continues the agreement with the Rochester Swim Club Orcas for programming at the outdoor pools. The Orcas retain the revenue from daily ticket sales and facility rental at the two outdoor pools. The Orcas will also pay the expenses of the part-time seasonal staff and the pools' manager. The City of Rochester continues to oversee the maintenance of the pools. The intent of this agreement is to increase attendance and effectiveness of the outdoor pools for the community.

2020 Objectives

1. Have more special events at the pools.
2. Work closely with the Rochester Swim Club to operate the outdoor pools within the guidelines of the agreement.
3. Work with county health inspectors to maintain a safe and enjoyable environment at the outdoor pools.
4. Work with Adaptive Recreation division and community partners to make Foster Arends Beach more accessible.

Pools Administration



Company / Business Unit
00221 46020

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of days the pools were open.	64	68	65	65
2. # of good weather days during season.	62	65	65	65

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of swimmers/good weather days.	213	252	250	250
2. Outdoor pools programming subsidy.	\$14,993	\$7,330	\$8,000	\$8,000
3. Community special events held at the pools by the Rochester Swim Club.	4	5	5	5

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00221 46020

Parks & Recreation Description	Municipal Recreation System			Pools	2020 Budget	
	2017 Actuals	2018 Actuals	2019 Budget	Requested	Recommended	Adopted
46020 Pools						
Expenditures						
Employee Services						
Temporary Salaries	5,850	5,310	6,000	6,000	6,000	6,000
Employee Benefits - Pensions	448	406	459	459	459	459
Employee Benefits - Insuranc	5	147				
Employee Services	6,303	5,863	6,459	6,459	6,459	6,459
Contractual Services						
Rents and Leases	855		500	500	500	500
Adv, Publishing, & Printing			400	400	400	400
Contractual Mtce & Repair	18,478	15,787	14,000	14,000	14,000	14,000
Expert & Professional Serv	14,290	14,118	15,800	15,800	15,800	15,800
Communications	1,286	1,287	1,286	1,286	1,286	1,286
Travel/Training/Business Mea	249	249	750	750	750	750
Utilities	52,650	51,002	55,391	54,580	54,580	54,580
Insurance and Bonds	1,554	1,483	1,809	1,656	1,656	1,656
Contractual Services	2,251		2,500	2,500	2,500	2,500
Contractual Services	91,613	83,926	92,436	91,472	91,472	91,472
Materials and Supplies						
Clothing & Protective Equipm		696	200	200	200	200
Commodities	7,511	11,857	12,000	12,000	12,000	12,000
Equipment, Tools, & Misc Par	710	4,538	2,000	2,000	2,000	2,000
Supplies	15,436	7,911	11,000	11,000	11,000	11,000
Materials and Supplies	23,657	25,002	25,200	25,200	25,200	25,200
Other Charges						
Contributions	14,993	7,330	8,000	8,000	8,000	8,000
Taxes and Licenses	950	905	1,100	1,100	1,100	1,100
Other Charges	15,943	8,235	9,100	9,100	9,100	9,100
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	137,516	123,026	133,195	132,231	132,231	132,231
Tax Funding	137,516	123,026	133,195	132,231	132,231	132,231

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Core Responsibilities

The Parks and Forestry Division manages approximately 4,962 acres of public park land and public open space under 5 different business units. There is more than 1,700 acres of mowed turf, 250 acres of irrigated turf and another 400 acres of grasses & vegetation that are rough mowed periodically throughout the year. Our group also oversees approximately 2,000 acres of woods and natural areas. Lastly, we are involved in the landscape maintenance across the city.

The Parks and Forestry Division provides environmentally sustainable management practices along with making the Rochester community more livable through the provision of public open spaces, providing improvements to parklands and providing safety through management of the urban forest

The Parks Section provides a variety of outdoor recreation services and supports facilities including picnic shelters, swimming pools and a beach, softball, baseball, volleyball, soccer, football, disc golf, cross country skiing, skating rinks, hiking and hard surface trails, playgrounds, pickle ball/tennis/basketball/gaga ball courts, rowing facilities, animal play/exercise areas and a skate park.

The Forestry Section is responsible for the management of Rochester's comprehensive urban tree and landscape program. The program is responsible for the control of shade tree diseases such as Dutch Elm Disease and Oak Wilt, Emerald Ash Borer, and other infestations that may arise, along with the reforestation of city parks and boulevards and routine maintenance of the City's 100,000 boulevard and parks trees. The section also administers the City's boulevard tree ordinance, tall grass and weed ordinance and helps to construct and maintains an extensive recreational trail system, maintains most of the City's landscaped areas and is charged with the maintenance of the CBD streetscapes and seasonal decorations.

2020 Objectives

1. The Parks Division work force includes 21 full-time employees and is supplemented with seasonal employees along with contractor services. The division workload continues to expand through the development of new parkland areas and enhancements & expansion of facilities at existing parks. Additionally, the workload will increase in the coming years due to the ongoing aging of facilities including the installed play equipment in the parks. This division plays a large role in the coordination of maintenance activities associated with events at the various athletic fields and parklands.
2. The Forestry Division work force includes 12 full-time employees and is supplemented with seasonal employees along with contractor services. The overall program continues to include a substantial reforestation effort in anticipation of expected tree loss due to Emerald Ash Borer, diseased elm and oak removals and a shade tree maintenance program that will provide for the trimming of thousands of boulevard and park trees, the continuation of the neighborhood tree planting program and refinement of the shade tree inventory system.

Parks



Company / Business Unit
00221 46030

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Parks				
1. # of acres of turf.	1,720	1,720	1,720	1,750
2. # of acres of irrigated turf.	252	252	252	252
3. # of baseball/softball fields.	55	55	55	55
4. # of soccer fields.	19	19	19	19
5. # of playgrounds.	84	85	87	88
6. # of tennis courts.	38	38	38	38
Forestry				
1. # of trees public / private removed.	700 / 750	1,161 / 1,319	1,800 / 2,300	1,900 / 2,400
2. # of tall grass / weed complaints and violations.	800 / 400	717 / 282	650 / 200	650 / 200
3. # of trees trimmed by Forestry.	5,000	3,788	3,500	3,500
4. # of trees planted.	1,500	1,350	1,650	1,700
5. # of stump removals.	350	576	1,176	1,200
6. # of tasks completed (tracking from Elements XS).	6,400	23,600	25,000	25,000

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

					<u>Account Number</u>	
					00221	46030
Parks & Recreation	Municipal Recreation System			Parks		
Description	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
46030 Parks						
Expenditures						
Employee Services						
Regular Salaries	1,866,062	2,021,817	2,148,465	2,228,112	2,288,149	2,288,149
Temporary Salaries	168,790	159,186	194,150	194,150	194,150	194,150
Regular Overtime	38,521	45,509	38,600	38,600	38,600	38,600
Other Pay	12,833	2,171	2,500	3,000	3,000	3,000
Employee Benefits - Pensions	291,356	315,627	353,543	365,647	374,744	374,744
Employee Benefits - Insuranc	475,033	554,626	639,854	693,194	728,293	728,293
Other Employee Benefits	288	288	288	144	144	144
Employee Services	2,852,883	3,099,224	3,377,400	3,522,847	3,627,080	3,627,080
Contractual Services						
Rents and Leases	37,830	40,497	44,940	44,940	44,940	44,940
Adv, Publishing, & Printing	8,542	3,072	8,800	8,800	8,800	8,800
Contractual Mtce & Repair	262,882	258,310	184,100	184,100	184,100	184,100
Expert & Professional Servic	17,308	12,379	13,500	13,500	13,500	13,500
Communications	10,156	10,751	17,036	17,036	17,036	17,036
Travel/Training/Business Mea	11,356	15,572	13,810	13,810	13,810	13,810
Subscriptions/Bks/Membership	3,933	4,418	5,500	5,500	5,500	5,500
Utilities	238,899	275,538	269,567	287,036	287,036	287,036
Insurance and Bonds	44,786	49,345	58,514	58,283	58,283	58,283
Contractual Services	274,687	256,348	452,280	429,000	429,000	429,000
Contractual Services	910,379	926,230	1,068,047	1,062,005	1,062,005	1,062,005
Materials and Supplies						
Office Supplies	3,978	3,812	6,600	6,600	9,750	9,750
Veh & Mach Operating Supplie	211,345	248,888	223,150	223,150	223,150	223,150
Clothing & Protective Equipm	14,469	11,598	14,350	14,350	14,350	14,350
Commodities	61,886	43,623	69,600	69,600	69,600	69,600
Equipment, Tools, & Misc Par	68,787	58,910	65,000	65,000	65,000	65,000
Construction Materials	72,470	73,629	165,650	165,650	165,650	165,650
Supplies	113,680	83,253	108,000	108,000	108,000	108,000
Materials and Supplies	546,615	523,713	652,350	652,350	655,500	655,500
Other Charges						
Judgmnts/Penalties/Settlemen	2,000	2,527				
Taxes and Licenses	9,738	12,211	4,350	4,350	4,350	4,350
Other Charges	503,651	515,310	635,161	600,668	611,918	611,918
Other Charges	515,389	530,048	639,511	605,018	616,268	616,268
Capital Outlay						
Furniture and Equipment		17,077				
Machinery and Vehicles					125,000	125,000
Capital Outlay		17,077			125,000	125,000
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(158,557)	(217,902)	(164,750)	(192,090)	(192,090)	(192,090)
Allocated to Other Activities	(158,557)	(217,902)	(164,750)	(192,090)	(192,090)	(192,090)
Operating Transfers						
Operating Transfers	28,995	207,993				
Operating Transfers	28,995	207,993				
Expenditures	4,695,704	5,086,383	5,572,558	5,650,130	5,893,763	5,893,763
Non-Tax Revenue	370,600	354,116	319,545	286,180	306,180	306,180
Tax Funding	4,325,104	4,732,267	5,253,013	5,363,950	5,587,583	5,587,583

Parks



Company / Business Unit

00221 46030

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Arborist	6.00	6.00
Assistant Park Ops Manager	1.00	1.00
Crew Chief - MCC/Park & Rec	5.00	5.00
Forestry Program Coordinator	1.00	1.00
City Forester	1.00	1.00
Mechanic	2.00	2.00
Park Operations Manager	1.00	1.00
Parks & Forestry Division Head	1.00	1.00
Park Planner	1.00	1.00
Landscape Technician	9.75	11.00
Utility Maintenance Worker P&R	3.00	3.00
Total Regular Employees	31.75	33.00



Core Responsibilities

This section is organized to maintain gardens, shrub beds, perennial plantings, turf areas and irrigation systems throughout the City on the major roadway corridors; provide daily servicing of high profile landscapes and coordinates the management of vegetation control contractors. This group enriches the visual character of the roadway network and adds to the livability of the community. The workload in this area is increasing yearly with the addition of new roadway locations with intensive landscaping. This Business Unit is operated by the Parks and Forestry Division.

2020 Objectives

1. The Parkway Landscape Maintenance Section work force includes 3 full-time employees and is supplemented with seasonal employees along with contractor services.
2. To coordinate various contractors and work areas.
3. Participate in the development and review of proposed project plans that include landscape beds for proper design, adequate irrigation and selection of plant material to enhance the sustainability of the project in a fiscal and environmental manner.



Parkway Landscape Mtce.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Parkway Landscape Maintenance				
1. # of acres of turf.	350	350	355	355
2. # of acres of irrigated turf.	11	11	11	11
3. # of landscape beds maintained.	N/A	392	394	400
4. # of irrigation zones managed.	N/A	198	200	202
5. # miles of maintenance area.	N/A	10	10	13

Effectiveness Measurements

1. Positive feedback provided on condition maintenance of landscape materials.
2. Lack of negative feedback on the trash and debris along the maintained corridors.

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00221 46033

Parks & Recreation Description	Municipal Recreation System			Parkway Maintenance		
	2017 Actuals	2018 Actuals	2019 Budget	2020 Budget Requested	2020 Budget Recommended	Adopted
46033 Parkway Maintenance						
Expenditures						
Employee Services						
Regular Salaries	167,038	171,982	171,767	185,591	185,591	185,591
Temporary Salaries	8,048	23,463	22,000	22,000	22,000	22,000
Regular Overtime	219	2,474	500	500	500	500
Other Pay		859				
Employee Benefits - Pensions	24,124	26,651	28,592	30,687	30,687	30,687
Employee Benefits - Insuranc	57,799	78,892	94,682	88,612	88,672	88,672
Employee Services	257,228	304,321	317,541	327,390	327,450	327,450
Contractual Services						
Rents and Leases	280	100	300	300	300	300
Adv, Publishing, & Printing		124				
Contractual Mtce & Repair	204,457	176,142	190,700	210,700	210,700	210,700
Expert & Professional Servic	1,162	447	1,300	1,300	1,300	1,300
Communications	669	619	700	700	700	700
Travel/Training/Business Mea	1,563	349	1,490	1,490	1,490	1,490
Subscriptions/Bks/Membership	170	245	350	350	350	350
Utilities	4,916	5,300	5,300	5,600	5,600	5,600
Insurance and Bonds	782	1,024	1,131	1,243	1,243	1,243
Contractual Services	30,209	63,549	31,270	35,450	35,450	35,450
Contractual Services	244,208	247,899	232,541	257,133	257,133	257,133
Materials and Supplies						
Office Supplies	84		100	100	100	100
Veh & Mach Operating Supplie	2,719	2,351	4,250	4,250	4,250	4,250
Clothing & Protective Equipm	1,824	2,608	1,800	1,800	1,800	1,800
Commodities	2,225	2,424	3,000	3,000	3,000	3,000
Equipment, Tools, & Misc Par	5,124	4,006	9,600	9,600	9,600	9,600
Construction Materials	24,444	7,386	23,000	23,000	23,000	23,000
Supplies	1,087	873	2,850	2,850	2,850	2,850
Materials and Supplies	37,507	19,648	44,600	44,600	44,600	44,600
Other Charges						
Taxes and Licenses	20	30				
Other Charges	6,311	5,703	7,716	7,787	7,787	7,787
Other Charges	6,331	5,733	7,716	7,787	7,787	7,787
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(6,587)	(6,904)	(5,250)	(2,870)	(2,870)	(2,870)
Allocated to Other Activities	(6,587)	(6,904)	(5,250)	(2,870)	(2,870)	(2,870)
Operating Transfers						
Expenditures	538,687	570,697	597,148	634,040	634,100	634,100
Non-Tax Revenue	3,870	80				
Tax Funding	534,817	570,617	597,148	634,040	634,100	634,100

Parkway Landscape Mtce.



Company / Business Unit
00221 46033

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Crew Chief - MCC/Park & Rec	1.00	1.00
Landscape Technician	2.00	2.00
Total Regular Employees	3.00	3.00





Core Responsibilities

The Historic Plummer House is one of the major assets of the Rochester Park system. The Plummer House helps meet the livability goals of the City. This facility is used on a daily basis for a variety of casual functions and formal events along with the enjoyment of the gardens by the community. The house and grounds are operated by the Park/Forestry Division in concert with Park Administration team.

2020 Objectives

1. The program calls for continued use of the house while maintaining the house and grounds in a condition that the citizens of Rochester can be proud of. There will be a focus on the improvement of both the exterior condition of the house, grounds and the public interior areas.



Plummer House



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Plummer House of the Arts				
1. # of facility rentals.	119	110	115	115

Effectiveness Measurements

1. Positive feedback provided on condition maintenance of landscape materials.
2. Positive feedback on the maintained property structures.

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00221 46040

Parks & Recreation	Municipal Recreation System			Plummer House		
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
46040 Plummer House						
Expenditures						
Employee Services						
Temporary Salaries	14,678	18,065	14,700	19,700	19,700	19,700
Employee Benefits - Pensions	1,727	1,736	1,124	1,507	1,507	1,507
Employee Benefits - Insuranc	214	235	226	263	263	263
Employee Services	16,619	20,036	16,050	21,470	21,470	21,470
Contractual Services						
Rents and Leases	11		250	250	250	250
Adv, Publishing, & Printing	1,520	840	2,700	2,700	2,700	2,700
Contractual Mtce & Repair	24,966	47,401	28,000	38,000	38,000	38,000
Expert & Professional Servic	2,518	1,431	2,500	2,500	2,500	2,500
Communications	1,073	1,046	1,200	1,200	1,200	1,200
Utilities	17,824	19,545	18,771	20,022	20,022	20,022
Insurance and Bonds	1,527	1,564	1,878	1,737	1,737	1,737
Contractual Services	460		500	500	500	500
Contractual Services	49,899	71,827	55,799	66,909	66,909	66,909
Materials and Supplies						
Office Supplies	1,176		1,300	1,300	1,300	1,300
Commodities		164				
Equipment, Tools, & Misc Par	91	1,040				
Construction Materials	3,465	3,190	3,500	3,500	3,500	3,500
Supplies	3,359	5,523	3,400	3,400	3,400	3,400
Materials and Supplies	8,091	9,917	8,200	8,200	8,200	8,200
Other Charges						
Taxes and Licenses	20	20				
Other Charges	570	185				
Other Charges	590	205				
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(91)	(265)				
Allocated to Other Activities	(91)	(265)				
Operating Transfers						
Operating Transfers	1,898	1,898				
Operating Transfers	1,898	1,898				
Expenditures	77,006	103,618	80,049	96,579	96,579	96,579
Non-Tax Revenue	63,399	56,163	61,000	61,000	61,000	61,000
Tax Funding	13,607	47,455	19,049	35,579	35,579	35,579

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Core Responsibilities

The FE Williams fund is derived from the rental property deeded to the City from the FE Williams estate and from interest on the fund balance. Any and all assets of this fund are utilized for the maintenance and purchase of recreation equipment for children under 15 years of age. The fund is under the general supervision of the Director of Parks and Recreation.

2020 Objectives

1. Keep the fund balance above \$200,000.





Workload Measurements

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

**City of Rochester, MN
Expenditure Adopted Budget**

Account Number
00222 46100

Parks & Recreation Description	FE Williams		FE Williams		2020 Budget	
	2017 Actuals	2018 Actuals	2019 Budget	Requested	Recommended	Adopted
00222 FE Williams						
46100 FE Williams						
Expenditures						
Employee Services						
Contractual Services						
Materials and Supplies						
Other Charges						
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers		20,000				
Operating Transfers		20,000				
Expenditures		20,000				
Non-Tax Revenue	6,813	12,639	5,742	5,100	5,100	5,100
Tax Funding	(6,813)	7,361	(5,742)	(5,100)	(5,100)	(5,100)



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Core Responsibilities

The Golf Division of the Parks and Recreation Department is responsible for the operation of four municipal golf courses: Hadley Creek Golf and Learning Center, Eastwood, Northern Hills and Soldiers Field. The mission statement for the Golf Division is: Provide affordable golf for the residents of Rochester.

These facilities fulfill the demand for recreational play, practice, instruction and golf merchandise sales.

2020 Objectives

1. Grow the First Tee program by recruiting and marketing at all four courses.
2. Increase golf league participation at all four golf courses through marketing and newly revised season Patron Pass.
3. Continue to move towards a self-sustaining business model by balancing fee increases with review of expenses.



Golf Administration



Company / Business Unit
00223 46150

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Acres maintained.	510	510	510	510
2. Season tickets sold.	1,156	1,206	1,350	1,425
3. Rounds played.	81,067	78,916	86,000	90,000
4. # of courses.	4	4	4	4
5. Irrigation systems maintained.	4	4	4	4
6. Buildings maintained.	9	9	8	8

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
Revenue/Golf Round.	\$15.96	\$16.04	\$16.75	\$17.50
Cost/Round of golf.	\$17.01	\$19.16	\$18.25	\$18.75

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

	Account Number					
					00223	46150
Parks & Recreation	Golf			Golf		
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
00223 Golf						
46150 Golf						
Expenditures						
Employee Services						
Regular Salaries	454,479	451,796	478,434	494,232	494,232	494,232
Temporary Salaries	202,505	224,464	204,500	204,500	204,500	204,500
Regular Overtime	982	1,200	2,490	2,490	2,490	2,490
Other Pay		18,587	1,000	1,200	1,200	1,200
Employee Benefits - Pensions	82,177	84,190	94,579	96,990	96,990	96,990
Employee Benefits - Insuranc	123,171	158,325	154,438	195,555	195,808	195,808
Employee Services	863,314	938,562	935,441	994,967	995,220	995,220
Contractual Services						
Rents and Leases	15,483	16,381	17,530	17,530	17,530	17,530
Adv, Publishing, & Printing	13,135	7,790	13,460	13,460	13,460	13,460
Contractual Mtce & Repair	32,509	33,396	31,900	31,900	31,900	31,900
Expert & Professional Serv	45,992	44,934	51,985	51,985	51,985	51,985
Communications	10,963	10,372	12,070	12,070	12,070	12,070
Travel/Training/Business Mea	3,162	2,464	5,535	5,535	5,535	5,535
Subscriptions/Bks/Membership	1,565	1,310	4,355	4,355	4,355	4,355
Utilities	132,545	134,888	145,091	151,547	151,547	151,547
Insurance and Bonds	14,696	14,944	11,404	11,378	11,378	11,378
Contractual Services		4,292	2,540	2,540	2,540	2,540
Contractual Services	270,050	270,771	295,870	302,300	302,300	302,300
Materials and Supplies						
Office Supplies	2,526	2,956	3,065	3,065	3,065	3,065
Veh & Mach Operating Supplie	37,046	38,671	42,720	42,720	42,720	42,720
Clothing & Protective Equipm	1,087	1,362	2,760	2,760	2,760	2,760
Commodities	65,718	70,498	70,000	70,000	70,000	70,000
Equipment, Tools, & Misc Par	18,819	22,316	25,830	25,830	25,830	25,830
Construction Materials	12,412	8,916	16,670	16,670	16,670	16,670
Supplies	20,901	25,118	21,840	21,840	21,840	21,840
Materials and Supplies	158,509	169,837	182,885	182,885	182,885	182,885
Other Charges						
Judgmnts/Penalties/Settlemen	1,000					
Taxes and Licenses	631	564	830	830	830	830
Other Charges	198,042	212,847	245,165	235,173	235,173	235,173
Other Charges	199,673	213,411	245,995	236,003	236,003	236,003
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(1,361)	(1,380)	(1,450)	(1,450)	(1,450)	(1,450)
Allocated to Other Activities	(1,361)	(1,380)	(1,450)	(1,450)	(1,450)	(1,450)
Operating Transfers						
Operating Transfers	4,308	4,307				
Operating Transfers	4,308	4,307				
Expenditures	1,494,493	1,595,508	1,658,741	1,714,705	1,714,958	1,714,958
Non-Tax Revenue	1,335,328	1,310,876	1,469,288	1,469,288	1,469,288	1,469,288
Tax Funding	159,165	284,632	189,453	245,417	245,670	245,670

Golf Administration



Company / Business Unit
00223 46150

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Golf Professional	4.00	4.00
Golf Course Superintendent	2.00	2.00
Landscape Technician	3.00	3.00
Total Regular Employees	9.00	9.00





Core Responsibilities

Following the completion of the Graham IV Arena and the lobby addition, which ties all four arenas together in late 2007, the Graham Arena Complex has become the second largest ice skating complex in the State. In all, the Facility is over 100,000 square feet with four ice sheets, two of which have seating of over 1,000 for spectators and an expanded lobby and concession area. Graham I, II, III are multi-purpose buildings. From October until March, the three arenas are used for skating and hockey. During the rest of the year, the three arenas play host to a variety of other events such as trade and exhibit shows, arts and craft fairs, dances and concerts, agricultural and livestock events, lawn and garden shows, rodeos, ultimate combat, car shows, weddings and many more events that truly make this complex multi-purpose. The Olmsted County Fair has use of the facilities for four weeks during July and August.

2020 Objectives

1. Continue to add more diverse and quality events during the dry floor show season.
2. Maintain a safe, attractive, clean, customer friendly arena complex.
3. Work with Olmsted County on routine building improvements and on long-term capital improvements and maintenance needs.
4. Work with Rochester Youth Hockey and the public sector for additional project needs and funding plans.
5. Maintain and grow our arena staff (part-time) and continue to develop their arena and customer care skills.
6. Schedule all hockey practices, games, tournaments, adult programs, camps and clinics, and special user group rentals.
7. Market to attract additional programs and non-traditional events and increase both ice rentals and dry floor rentals.
8. Host the following: 32 dry floor events, 120 plus boys and girls high school hockey games, 1,300 plus youth hockey games, 12 youth hockey tournaments, Kiwanis high school hockey festival, Return of the Robin adult hockey tournament, youth hockey camps and clinics, Rochester Spring Hockey Leagues, and AAA hockey programs.
9. Continue to utilize arena scheduling and invoicing software for more timely reporting and ease of customer.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of hours of ice used by High Schools.	700	850	850	800
2. # of hours of ice used by RYHA.	2,500	2,500	2,500	2,200
3. # of hours of ice used by private rental users.	300	400	400	600

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Non-tax revenue as a % of total operating costs.	96%	91%	98%	91%
2. % of total revenue that was generated by dry floor events.	20%	20%	20%	25%
3. % of total ice time that was rented (prime time).	90%	90%	90%	90%
4. % of total ice time that was rented (non-prime time).	40%	40%	40%	60%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00224 46200

Parks & Recreation Description	Graham Arena		Graham Arena			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00224 Graham Arena						
46200 Graham Arena						
Expenditures						
Employee Services						
Regular Salaries	207,193	214,304	215,162	221,211	221,211	221,211
Temporary Salaries	38,038	39,806	31,500	31,500	31,500	31,500
Regular Overtime	1,299	442	1,000	1,000	1,000	1,000
Employee Benefits - Pensions	35,449	36,664	36,491	37,408	37,408	37,408
Employee Benefits - Insuranc	45,824	50,727	56,532	60,335	60,457	60,457
Employee Services	327,803	341,943	340,685	351,454	351,576	351,576
Contractual Services						
Rents and Leases			200	200	200	200
Adv, Publishing, & Printing	175	220	250	250	250	250
Contractual Mtce & Repair	80,428	77,296	70,500	70,500	70,500	70,500
Expert & Professional Servic	4,521	4,495	3,050	3,050	3,050	3,050
Communications	4,552	4,903	5,536	5,536	5,536	5,536
Travel/Training/Business Mea		399	340	340	340	340
Subscriptions/Bks/Membership	672	615	750	750	750	750
Utilities	230,323	232,474	229,200	234,800	234,800	234,800
Insurance and Bonds	2,072	4,911	2,425	8,360	8,360	8,360
Contractual Services	37,315	38,869	39,350	40,390	40,390	40,390
Contractual Services	360,058	364,182	351,601	364,176	364,176	364,176
Materials and Supplies						
Office Supplies	55		100	100	100	100
Veh & Mach Operating Supplie	8,421	7,825	8,500	8,500	8,500	8,500
Clothing & Protective Equipm	3,128	3,266	3,000	3,000	3,000	3,000
Commodities	3,009		2,000	2,000	2,000	2,000
Equipment, Tools, & Misc Par	1,863	122	1,000	1,000	1,000	1,000
Supplies	33,778	30,996	32,500	32,500	32,500	32,500
Materials and Supplies	50,254	42,209	47,100	47,100	47,100	47,100
Other Charges						
Contributions	35,854	37,647	39,529	41,506	41,506	41,506
Taxes and Licenses	220	231				
Other Charges	13,127	17,032	13,536	14,802	14,802	14,802
Other Charges	49,201	54,910	53,065	56,308	56,308	56,308
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	60,796	60,797				
Operating Transfers	60,796	60,797				
Expenditures	848,112	864,041	792,451	819,038	819,160	819,160
Non-Tax Revenue	818,170	787,682	775,998	779,291	779,352	779,352
Tax Funding	29,942	76,359	16,453	39,747	39,808	39,808



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Custodian/Operator	1.00	1.00
Manager Graham Arena	1.00	1.00
Bldg Maintenance Wkr - P & R	1.00	1.00
Total Regular Employees	3.00	3.00





Core Responsibilities

The National Volleyball Center - Rochester - opened on a year round basis in 1999 with eight volleyball courts. The Center was expanded to add three additional volleyball courts and opened in 2012. Local, state, regional and national events are being sought for play at the Center. In addition, local league play will be offered for youth and adults. The Volleyball Center is designed as a world class training facility. The Center is available for summer camps and teaching sessions, as well as a tryout center for the elite teams. This Facility provides Rochester, the State of Minnesota and the upper Midwest with one of the finest volleyball centers in the country.

2020 Objectives

1. Secure local, state and regional tournaments for the Center.
2. Assist the Rochester Youth Volleyball Association in its operations.
3. Establish local league play for youth and adults.
4. Continue to promote and expand the concept that the National Volleyball Center - Rochester - is one of the finest volleyball facilities in the world.
5. Continue to work at balancing revenue with expenditures.
6. Schedule summer camps and tournaments at the National Volleyball Center.
7. Continue to work with Rochester Minnesota Sports on developing the Rochester Cup as one of the elite volleyball tournaments in the nation.

National Volleyball Center



Company / Business Unit
00226 46300

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of tournaments held.	30	30	30	32
2. # of total tournament participants.	23,000	23,000	23,000	20,000
3. # of league participants.	2,800	2,800	2,800	2,500
4. # of open hour participants.	6,000	6,000	6,000	9,000
5. # of hours of high school use.	1,600	1,600	1,600	1,600

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Non-tax revenue as a % of total operating costs.	93%	99%	98%	101%
2. % of total available prime time hours rented.	80%	80%	80%	80%
3. % of revenue from non-volleyball events.	15%	15%	15%	15%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00226 46300

Parks & Recreation Description	National Volleyball Center			National Volleyball Center		
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00226 National Volleyball Center						
46300 National Volleyball Center						
Expenditures						
Employee Services						
Regular Salaries	86,249	90,984	97,154	98,769	98,769	98,769
Temporary Salaries	7,969	7,236	6,000	6,000	6,000	6,000
Employee Benefits - Pensions	13,539	14,110	14,719	14,964	14,964	14,964
Employee Benefits - Insuranc	26,554	29,701	33,500	35,836	35,917	35,917
Employee Services	134,311	142,031	151,373	155,569	155,650	155,650
Contractual Services						
Rents and Leases	246					
Adv, Publishing, & Printing			100	100	100	100
Contractual Mtce & Repair	45,504	42,846	48,300	48,300	48,300	48,300
Expert & Professional Servic	217	10	1,000	1,000	1,000	1,000
Communications	2,981	3,055	3,025	3,961	3,961	3,961
Travel/Training/Business Mea	920	350	1,080	1,080	1,080	1,080
Subscriptions/Bks/Membership	967	1,025	1,100	1,100	1,100	1,100
Utilities	50,319	52,066	45,653	52,253	52,253	52,253
Insurance and Bonds	1,805	2,048	2,256	2,482	2,482	2,482
Contractual Services	94,694	67,512	66,800	69,100	69,100	69,100
Contractual Services	197,653	168,912	169,314	179,376	179,376	179,376
Materials and Supplies						
Office Supplies	106	93	250	250	250	250
Veh & Mach Operating Supplie	89					
Equipment, Tools, & Misc Par	6,405	1,471	200	200	200	200
Supplies	13,251	9,425	15,300	15,300	15,300	15,300
Materials and Supplies	19,851	10,989	15,750	15,750	15,750	15,750
Other Charges						
Contributions					3,276	3,276
Other Charges	7,318	8,711	11,607	14,228	14,228	14,228
Other Charges	7,318	8,711	11,607	14,228	17,504	17,504
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	16,397	16,397	16,644	16,644	16,644	16,644
Operating Transfers	16,397	16,397	16,644	16,644	16,644	16,644
Expenditures	375,530	347,040	364,688	381,567	384,924	384,924
Non-Tax Revenue	348,744	344,923	357,894	366,333	388,200	388,200
Tax Funding	26,786	2,117	6,794	15,234	(3,276)	(3,276)

National Volleyball Center



Company / Business Unit
00226 46300

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Manager Natl Volleyball Center	1.00	1.00
Total Regular Employees	1.00	1.00





Core Responsibilities

The Recreation Center will run an effective and efficient operation while providing high quality facilities and services. We will present a safe and welcoming environment for the citizens and visitors of Rochester. We will provide affordable recreational activities for all age groups by scheduling public skating, swimming and gymnasium activities for both adults and youth. We also provide practice, show and game times for private clubs and high school athletic teams.

2020 Objectives

1. To be the best venue in southern Minnesota for hosting hockey games.
2. To provide a safe, welcoming environment.
3. To provide public skating, swimming, and gym time for citizens and guests of Rochester.
4. To continue to provide indoor pickleball.
5. To support Rochester Swimming Inc. as they continue to partner with us on pool improvements.
6. To provide ice time and support for youth hockey, high school hockey, and the Rochester Figure Skating Club.



Recreation Center



Company / Business Unit
00227 46350

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of paid admissions.	25,500	25,700	23,000	22,000
2. # of admissions by pass.	13,000	13,000	10,000	9,000
3. # of ice skate rentals.	14,500	14,500	12,000	12,000
4. # of RYHA rental hours.	230	230	225	175
5. # of RFSC rental hours.	2,000	2,050	2,000	2,100
6. # of RYHF rental hours.	120	120	120	100
7. # of Rochester Mites hockey rental hours.	90	90	110	115
8. # of Rochester Swim Club lane rentals.	22,900	22,900	22,000	22,000
9. # of meeting room reservations.	1,100	1,100	1,100	1,300

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of revenue generated by ice.	70%	65%	65%	65%
2. % of revenue generated by pool.	20%	30%	30%	35%
3. % of prime ice used.	70%	70%	70%	70%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00227 46350

Parks & Recreation Description	Recreation Center		Recreation Center			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00227 Recreation Center						
46350 Recreation Center						
Expenditures						
Employee Services						
Regular Salaries	368,524	390,967	401,657	409,432	409,432	409,432
Temporary Salaries	91,030	99,780	91,000	91,000	91,000	91,000
Regular Overtime	2,983	5,244	2,000	2,000	2,000	2,000
Other Pay	3,152	13,002				
Employee Benefits - Pensions	64,442	69,074	71,580	72,758	72,758	72,758
Employee Benefits - Insuranc	107,516	164,904	131,582	139,121	139,312	139,312
Employee Services	637,647	742,971	697,819	714,311	714,502	714,502
Contractual Services						
Rents and Leases	10,165	98	2,000	2,000	2,000	2,000
Adv, Publishing, & Printing	598	4,942	1,000	1,000	1,000	1,000
Contractual Mtce & Repair	50,403	58,036	45,500	45,500	45,500	45,500
Expert & Professional Servic	24,449	46,562	27,500	27,500	27,500	27,500
Communications	8,031	8,974	7,136	7,136	7,136	7,136
Travel/Training/Business Mea	778	1,472	1,580	1,580	1,580	1,580
Subscriptions/Bks/Membership	547	505	500	500	500	500
Utilities	344,777	366,092	373,996	381,265	371,265	371,265
Insurance and Bonds	7,177	9,942	9,852	12,836	12,836	12,836
Contractual Services	39		1,000	1,000	1,000	1,000
Contractual Services	446,964	496,623	470,064	480,317	470,317	470,317
Materials and Supplies						
Office Supplies	4,019	2,053	2,500	2,500	2,500	2,500
Veh & Mach Operating Supplie	11,632	6,585	11,500	11,500	11,500	11,500
Clothing & Protective Equipm	460	452	400	400	400	400
Commodities	21,082	27,140	25,000	25,000	25,000	25,000
Equipment, Tools, & Misc Par	17,265	14,034	9,200	9,200	9,200	9,200
Construction Materials	2,389					
Supplies	21,854	21,142	19,100	19,100	19,100	19,100
Materials and Supplies	78,701	71,406	67,700	67,700	67,700	67,700
Other Charges						
Judgmnts/Penalties/Settlemen		1,000				
Taxes and Licenses	1,685	1,484	1,000	1,000	1,000	1,000
Other Charges	23,689	28,290	33,088	34,943	34,943	34,943
Other Charges	25,374	30,774	34,088	35,943	35,943	35,943
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	158,338	218,338	195,018	195,018	195,018	195,018
Operating Transfers	158,338	218,338	195,018	195,018	195,018	195,018
Expenditures	1,347,024	1,560,112	1,464,689	1,493,289	1,483,480	1,483,480
Non-Tax Revenue	913,174	993,821	1,043,452	1,013,452	1,013,452	1,013,452
Tax Funding	433,850	566,291	421,237	479,837	470,028	470,028

Recreation Center



Company / Business Unit
00227 46350

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Administrative Assistant II	1.00	1.00
Crew Chief - MCC/Park & Rec	1.00	1.00
Custodian/Operator	2.00	2.00
Manager Recreation Center	1.00	1.00
Bldg Maintenance Wkr	1.00	1.00
Total Regular Employees	6.00	6.00





Core Responsibilities

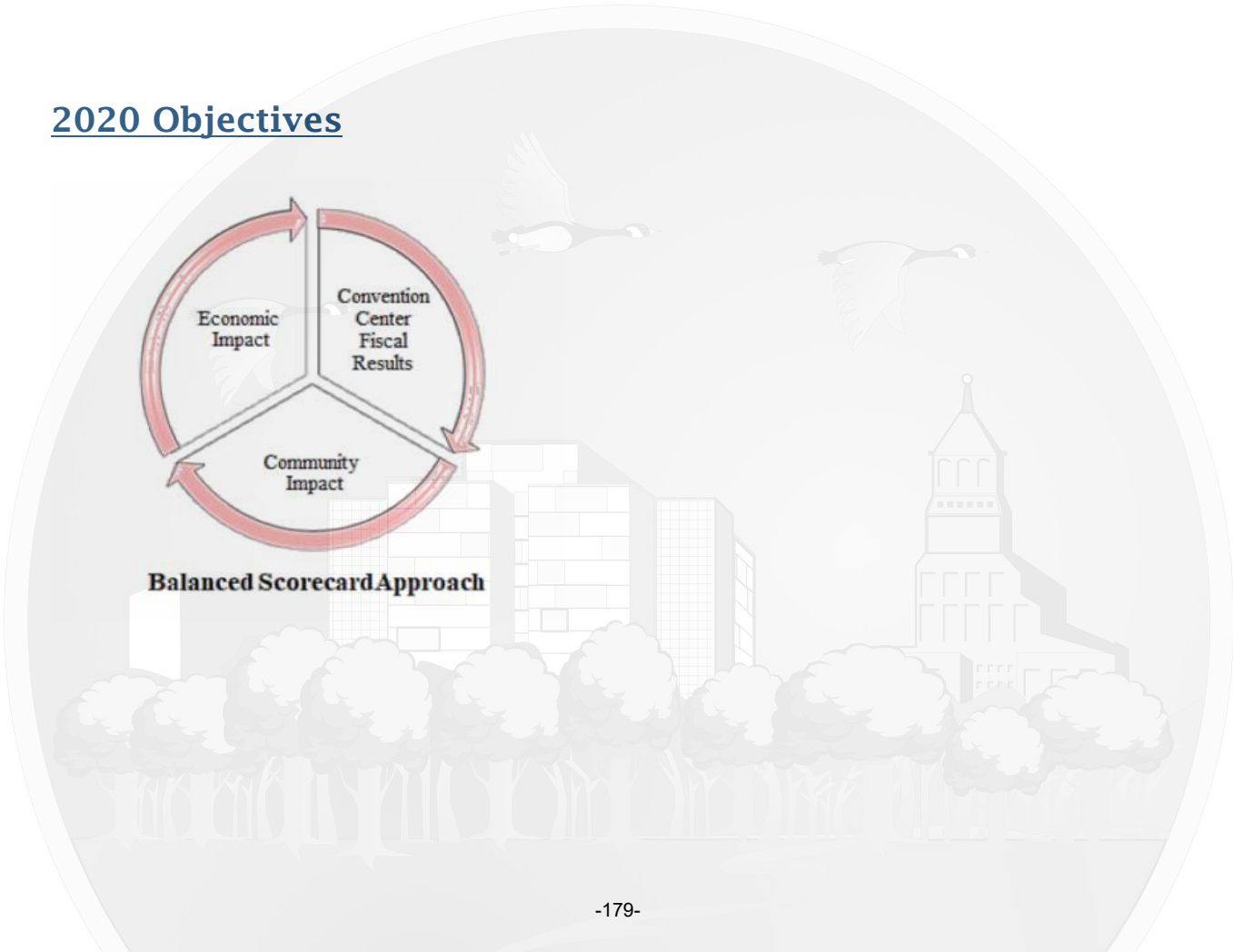
The City of Rochester has owned and operated the Mayo Civic Center (MCC) since its inception. Historically, City employees have been responsible for performing services necessary to manage and operate the MCC. This includes all daily operations and working with its sales partner, Experience Rochester (ER) – formerly known as the Rochester Convention and Visitors Bureau. ER also has served the City’s Destination Marketing Organization (DMO) for many years.

In April 2018, the City engaged Jones Lang LaSalle (JLL) to assess the existing operations and governance model of the MCC and ER. It was concluded that a new model be implemented for all MCC and ER responsibilities as they are interdependent on each other and being a single entity would be critical in achieving the City Council’s goals.

On March 18, 2019, Council directed the City Administrator to contract with a new organization to be responsible for the sales, booking and management of the MCC as well as any destination marketing related efforts on behalf of the City of Rochester.

The transition to the new single organization is scheduled to occur on January 1, 2020. This change will save the City a minimum of \$1 million annually and is anticipated to enhance community access, customer satisfaction, and financial performance.

2020 Objectives



Mayo Civic Center



Company / Business Unit
00225 46250

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Total # of events.	297	367	320	New organization to develop performance measures.
2. Total # of guests served.	297,575	335,983	310,000	
3. Space utilization (# of days space is booked).	1,252	1,312	1,085	
a. Arena.	126	169	125	
b. Auditorium.	119	145	120	
c. Ballroom - any portion (open 4/1/17).	103	162	140	
d. Exhibit Hall - any portion.	103	106	100	
e. CH Mayo Presentation Hall (9/1/17-12/31/17).	43	89	80	
f. Convention Center Suites (open 4/1/17).	347	287	220	
g. Lobbies/Riverview Rooms/other.	411	354	300	

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of guests served per funded full - time employee.	13,847	15,272	14,091	New organization to develop performance measures.
2. Square feet per funded full - time employee.	23,267	23,267	23,267	
3. % of available days utilized - major venues.	37%	37%	37%	
4. % of utilized days w/ revenue - major venues.	71%	72%	71%	

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00225 46250

Mayo Civic Center	Mayo Civic Center			Mayo Civic Center		
Description	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00225 Mayo Civic Center						
46250 Mayo Civic Center						
Expenditures						
Employee Services						
Regular Salaries	1,334,718	1,459,792	1,586,607			
Temporary Salaries	275,997	324,710	281,500			
Regular Overtime	34,098	32,242	25,000			
Other Pay	28,733	4,817	32,430			
Employee Benefits - Pensions	238,231	257,362	283,130			
Employee Benefits - Insuranc	309,078	347,137	453,867			
Employee Services	2,220,855	2,426,060	2,662,534			
Contractual Services						
Rents and Leases	143,501	236,775	145,250			
Adv, Publishing, & Printing	14,830	27,587	26,775			
Contractual Mtce & Repair	131,240	152,557	225,000			
Expert & Professional Serv	719,976	1,085,012	880,620			
Communications	40,955	46,713	44,575			
Travel/Training/Business Mea	21,986	23,925	23,460			
Subscriptions/Bks/Membership	1,469	1,410	1,350			
Utilities	897,590	862,490	935,867			
Insurance and Bonds	173,193	164,627	184,300			
Contractual Services	72,157	61,961	54,530			
Contractual Services	2,216,897	2,663,057	2,521,727			
Materials and Supplies						
Office Supplies	11,262	14,271	7,300			
Veh & Mach Operating Supplie	5,104	2,610	6,000			
Clothing & Protective Equipm	32,800	20,144	28,000			
Commodities	328,921	399,662	342,000			
Equipment, Tools, & Misc Par	30,317	35,052	25,750			
Supplies	107,365	136,147	116,700			
Materials and Supplies	515,769	607,886	525,750			
Other Charges						
Judgmnts/Penalties/Settlemen	1,000	1,000	1,000			
Taxes and Licenses	5,388	5,840	6,430			
Other Charges	171,522	343,653	362,873			
Other Charges	177,910	350,493	370,303			
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(3,339)	(6,680)				
Allocated to Other Activities	(3,339)	(6,680)				
Operating Transfers						
Operating Transfers	56,570	122,105	231,931	230,959	230,959	230,959
Operating Transfers	56,570	122,105	231,931	230,959	230,959	230,959
Expenditures	5,184,662	6,162,921	6,312,245	230,959	230,959	230,959
Non-Tax Revenue	3,522,293	5,072,034	3,868,870			
Tax Funding	1,662,369	1,090,887	2,443,375	230,959	230,959	230,959

Mayo Civic Center



Company / Business Unit
00225 46250

Employee Services

	Employees	
	<u>2019</u>	<u>2020</u>
Event Systems Technician	1.00	0.00
Asst Dir Promo/Mrktng	1.00	0.00
Crew Chief - MCC/Park & Rec	1.00	0.00
Accounting Clerk	1.00	0.00
Event Coordinator	2.00	0.00
Custodian	6.00	0.00
Director Mayo Civic Center	1.00	0.00
Event Services Manager	1.00	0.00
Marketing Manager	1.00	0.00
Operations Manager	1.00	0.00
Ticket Ops & Marketing Manager	1.00	0.00
Operations Supervisor	1.00	0.00
Production Supervisor	1.00	0.00
Bldg Maintenance Wkr	3.00	0.00
Total Regular Employees	22.00	0.00



Core Responsibilities

As the owner and public sponsor of the Rochester International Airport, the City of Rochester is responsible for its overall maintenance and operation. The City of Rochester has a management agreement in place with the Rochester Airport Company to operate the Airport on the City's behalf. The Rochester International Airport is operational 24 hours a day, 365 days a year.

Rochester International Airport is the comprehensive, multimodal transportation choice for southeastern Minnesota and border regions of Wisconsin and Iowa.

To provide a sustainable community asset that places the customer first, acts with agility and accountability, is responsible to stakeholders, empowers staff and embeds safety and security in all we do.

2020 Objectives

1. Financial: The Airport will strive to be financially self-sufficient and will maintain a cost competitive rate structure.
2. Organizational: Empower airport staff, cross-train for multiple roles, operate efficiently and make sound decisions.
3. Air Service: 1. Develop a customer-focused, integrated transportation network connecting the airport to downtown Rochester and southeast Minnesota. 2. Align community air service recruitment and retention strategies with airline service strategies.
4. Process and Technology: 1. RST can meet the challenge to accomplish more with less through process and technology improvements. 2. Improve performance, boost productivity, enhance customer experience and increase competitive advantage in air service recruitment and retention efforts.
5. Customer and Community: Strengthen internal and external partnerships with community, regional, general aviation, airlines, developers, governmental entities, non-profits and tenants.

Airport Operations



Company / Business Unit
00270 46900

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Total control tower operations.	39,063	43,054	43,000	43,000
2. Total airline passengers.	290,834	371,615	390,196	409,705
3. Air freight/cargo (lbs. in millions).	22.20	22.40	21.00	21.00
4. Fire department emergency responses.	30	21	30	30

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % change in airline passengers.	27%	28%	5%	5%
2. Net revenue from Airport Co. operations (in dollars).	1,216,885	1,421,153	674,478	874,943
3. Total airport grounds businesses or agencies.	35	35	35	35
4. Total airport grounds employment.	730	730	730	730

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00270 46900

Airport Description	Airport Fund		Airport			
	2017 Actuals	2018 Actuals	2019 Budget	2020 Budget Requested	2020 Budget Recommended	Adopted
00270 Airport Fund						
46900 Airport						
Expenditures						
Employee Services						
Contractual Services						
Adv, Publishing, & Printing	389,972	393,207	425,000	325,000	325,000	325,000
Contractual Mtce & Repair	473,846	646,376	511,400	623,500	929,500	929,500
Expert & Professional Serv	1,971,690	2,253,061	2,746,844	2,609,799	2,653,799	2,653,799
Communications	10,106	11,099	11,350	11,350	11,350	11,350
Travel/Training/Business Mea	22,858	37,407	51,950	56,550	56,550	56,550
Subscriptions/Bks/Membership	6,576	7,265	7,000	17,375	17,375	17,375
Utilities	420,214	481,173	457,763	505,807	505,807	505,807
Insurance and Bonds	88,579	90,265	93,602	95,815	95,815	95,815
Contractual Services	90,142	93,476	203,600	103,900	103,900	103,900
Contractual Services	3,473,983	4,013,329	4,508,509	4,349,096	4,699,096	4,699,096
Materials and Supplies						
Office Supplies	18,321	20,809	16,700	19,600	19,600	19,600
Veh & Mach Operating Supplie	37,010	75,812	44,400	67,200	67,200	67,200
Clothing & Protective Equipm	10,894	11,714	3,700	3,800	3,800	3,800
Supplies	21,441	9,362	24,500	30,950	30,950	30,950
Materials and Supplies	87,666	117,697	89,300	121,550	121,550	121,550
Other Charges						
Contributions	25,003					
Taxes and Licenses	51,209	54,104	50,950	50,950	50,950	50,950
Other Charges	76,212	54,104	50,950	50,950	50,950	50,950
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	162,003	89,394				
Operating Transfers	162,003	89,394				
Expenditures	3,799,864	4,274,524	4,648,759	4,521,596	4,871,596	4,871,596
Non-Tax Revenue	4,564,749	5,306,715	5,007,805	5,171,531	5,317,932	5,317,932
Tax Funding	(764,885)	(1,032,191)	(359,046)	(649,935)	(446,336)	(446,336)

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Core Responsibilities

The U.S. Customs-Rochester International Airport account is established to account for the cost of operations of the U.S. Custom Service at the Rochester International Airport. User fees are charged to international aircraft which utilize these services. Net expense for this function is funded by other revenue sources.

2020 Objectives

1. Promote the Rochester International Airport as a Port of Entry to increase the use of the U.S. Customs Office.
2. Work within the community and economic development sectors to identify other potential opportunities for customs services.
3. Diplomatic clearances and support of other Federal Law Enforcement Agencies.





Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Aircraft inbound.	294	189	200	200
2. Passengers and crew.	1,094	983	1,000	1,000

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00270 46902

Airport Description	Airport Fund		Airport Customs			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
46902 Airport Customs						
Expenditures						
Employee Services						
Contractual Services						
Expert & Professional Serv	156,276	151,561	156,500	156,500	156,500	156,500
Contractual Services	44,192	4,974	5,000	5,000	5,000	5,000
Contractual Services	200,468	156,535	161,500	161,500	161,500	161,500
Materials and Supplies						
Other Charges						
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	200,468	156,535	161,500	161,500	161,500	161,500
Non-Tax Revenue	38,834	34,132	39,000	39,000	39,000	39,000
Tax Funding	161,634	122,403	122,500	122,500	122,500	122,500



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Core Responsibilities

The Transit and Parking Division oversees the operation and planning of public transit services. The program includes both regular route and ADA paratransit (ZIPS) operations. The division's primary assets include 57 buses, the Transit Operations Center at 4300 East River Rd, NE, a downtown transit station in the 100 block of 2nd Street SW and 66 neighborhood passenger shelters. The City's regular route operations (Rochester Public Transit or RPT) will serve nearly 2 million passengers in 2019. ADA paratransit operations (ZIPS) will serve approximately 44,000 passengers in 2019. Operations are contracted out and involve approximately 120 private sector jobs.

Major responsibilities include:

1. Overall program management and monitoring.
2. Service planning.
3. Contract negotiations with private operators.
4. Administration of State and Federal funding.
5. Capital procurement and construction.
6. Establishment and implementation of service policies.
7. Marketing and community research.

2020 Objectives

1. To increase service availability to every geographic area of the City including responding to new development and land use changes.
2. To implement the service expansion as defined in the City's adopted Transit Development Plan.
3. To increase ridership.
4. To maintain service efficient and effective performance standards including fare box recovering and passengers/hr.
5. To monitor the performance of contracted vendor services in compliance with operating contracts.
6. Continue to plan for and implement capital improvements including fleet replacement/expansion, facilities and new technologies.



Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Capital projects - buses.	7	3	3	2
2. Capital projects - shelters.	4	2	2	2
3. Asset management - # of buses.	60	72	81	85
4. Asset management - # of shelters.	78	80	85	89
5. Grant applications.	5	8	8	8

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of RPT operating expenses recovered from program revenues.	31%	31%	26%	28%
2. % of ZIPS operating expenses recovered from fare box revenue.	17%	13%	15%	15%
3. Regular route ridership.	1,808,867	2,010,145	2,000,000	2,100,000
Passengers per revenue hour.	20	21	22	21
4. ADA/Paratransit ridership.	45,400	46,000	47,000	48,000
Passengers per revenue hour.	3	3	3	3

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

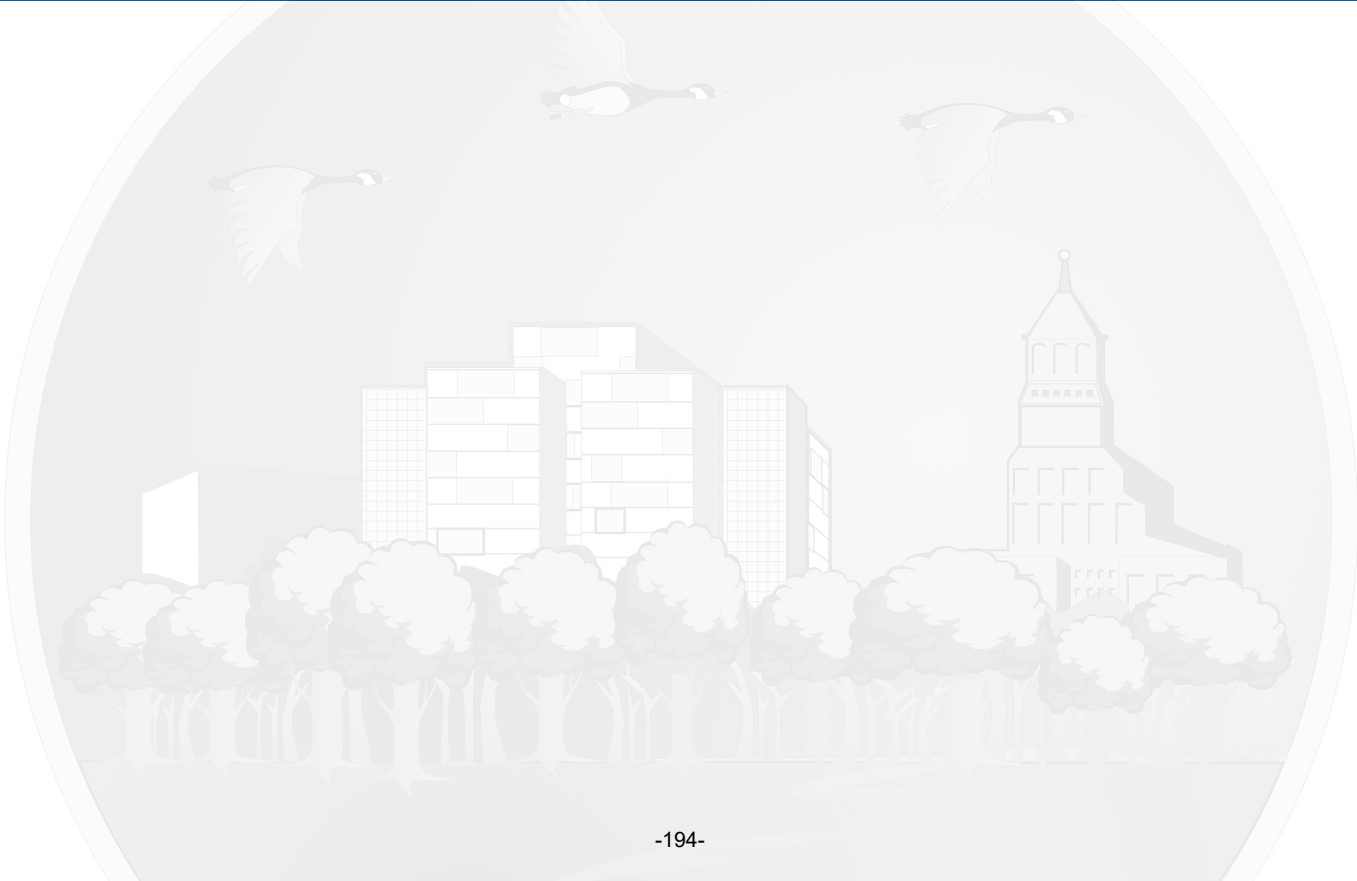
City of Rochester, MN
Expenditure Adopted Budget

Mass Transit	Transit Fund		Transit			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
00280 Transit Fund						
46950 Transit						
Expenditures						
Employee Services						
Regular Salaries	138,902	151,355	305,762	320,324	320,324	320,324
Temporary Salaries	1,365	2,946	20,115	20,115	20,115	20,115
Employee Benefits - Pensions	20,235	22,183	48,390	50,596	50,596	50,596
Employee Benefits - Insuranc	48,949	54,693	122,297	131,089	131,353	131,353
Employee Services	209,451	231,177	496,564	522,124	522,388	522,388
Contractual Services						
Rents and Leases	551,107	604,057	760,237	772,699	772,743	772,743
Adv, Publishing, & Printing	74,029	64,722	172,700	172,700	172,700	172,700
Contractual Mtce & Repair	300,044	294,632	384,850	384,850	384,850	384,850
Expert & Professional Servic	5,945,554	6,721,210	8,631,809	9,554,536	10,271,536	10,271,536
Communications	1,663	1,829	2,870	2,870	2,870	2,870
Travel/Training/Business Mea	2,077	196	5,020	5,020	6,520	6,520
Subscriptions/Bks/Membership	2,184	2,313	2,600	2,600	2,600	2,600
Utilities	4,677	6,203	4,900	6,500	6,500	6,500
Insurance and Bonds	182,504	166,051	281,344	189,197	189,197	189,197
Contractual Services	246,871	266,541	280,940	306,937	306,937	306,937
Contractual Services	7,310,710	8,127,754	10,527,270	11,397,909	12,116,453	12,116,453
Materials and Supplies						
Office Supplies	51,119	56,413	191,675	191,675	191,675	191,675
Veh & Mach Operating Supplie	1,082,906	1,296,004	2,050,053	2,059,723	2,099,723	2,099,723
Clothing & Protective Equipm	1,254	375	1,300	1,300	1,300	1,300
Equipment, Tools, & Misc Par	14,888	16,128	26,550	26,550	26,550	26,550
Supplies	13,215	9,116	7,500	7,500	7,500	7,500
Materials and Supplies	1,163,382	1,378,036	2,277,078	2,286,748	2,326,748	2,326,748
Other Charges						
Judgmnts/Penalties/Settlemen	28,324	13,588	20,000	20,000	20,000	20,000
Taxes and Licenses	30	912				
Other Charges	14,167	14,551	21,747	23,999	23,999	23,999
Other Charges	42,521	29,051	41,747	43,999	43,999	43,999
Capital Outlay						
Furniture and Equipment		38,969				
Capital Outlay		38,969				
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(122,107)	(111,581)	(203,980)	(203,980)	(203,980)	(203,980)
Allocated to Other Activities	(122,107)	(111,581)	(203,980)	(203,980)	(203,980)	(203,980)
Operating Transfers						
Operating Transfers	794,789	793,216	182,000	25,000		
Operating Transfers	794,789	793,216	182,000	25,000		
Expenditures	9,398,746	10,486,622	13,320,679	14,071,800	14,805,608	14,805,608
Non-Tax Revenue	9,473,549	10,985,960	13,594,950	15,071,260	15,816,860	15,816,860
Tax Funding	(74,803)	(499,338)	(274,271)	(999,460)	(1,011,252)	(1,011,252)



Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Grants/Procurement Specialist	1.00	0.00
Operations Manager	1.00	0.00
Marketing/Outreach Coordinator	1.00	1.00
Transit Operations Manager	0.00	1.00
Transit Planner	1.00	0.00
Transit Operations Specialist	0.00	1.00
Transit Grant Specialist	0.00	1.00
Total Regular Employees	4.00	4.00





Core Responsibilities

The EDA Administration oversees the operations of the MN BioBusiness Center and the adjoining business site at 225 First Avenue Southwest.

2020 Objectives





Workload Measurements

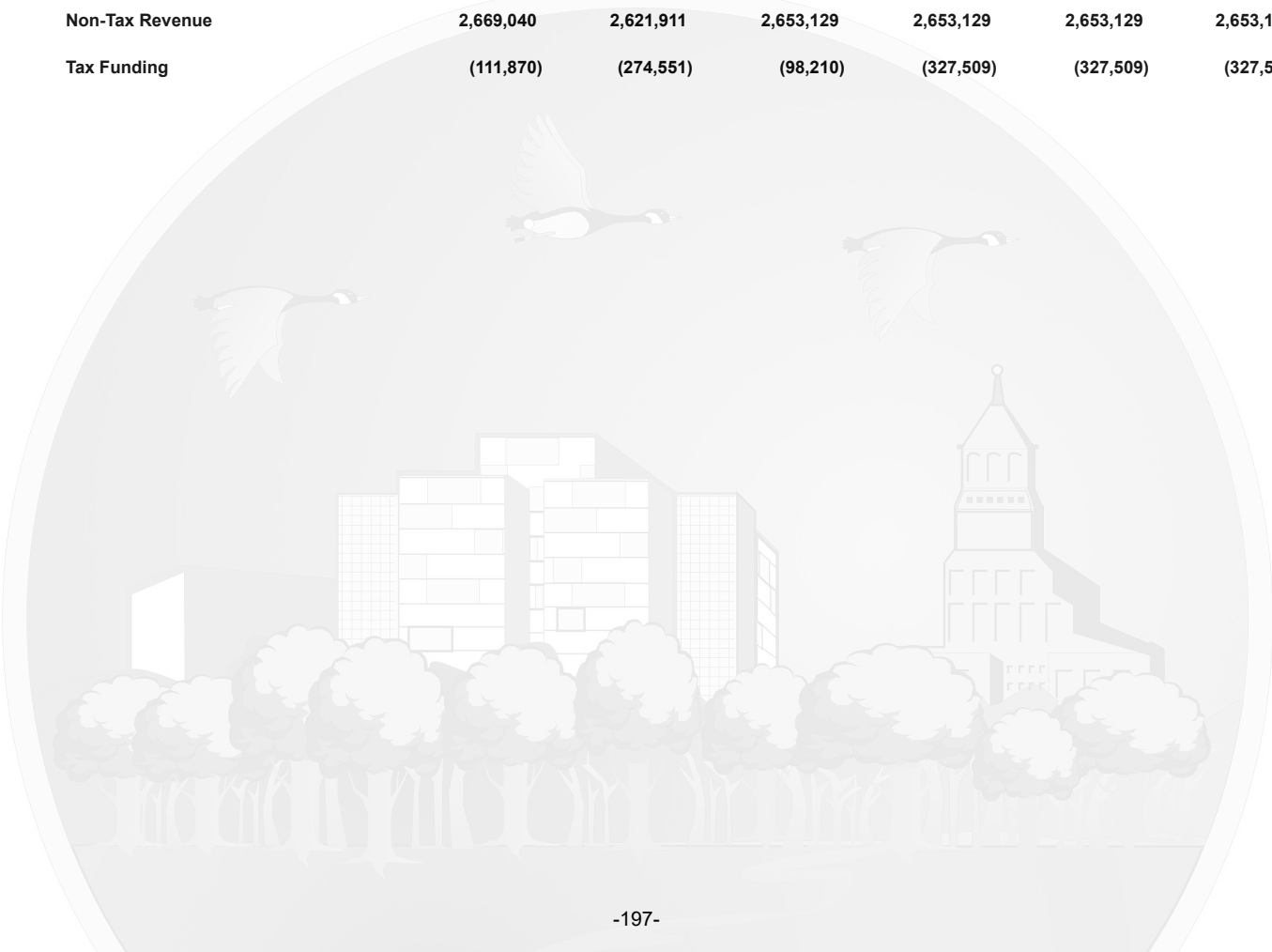
Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

	EDA Administration Fund		Economic Development			
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
00290 EDA Administration Fund						
44500 Economic Development						
Expenditures						
Employee Services						
Contractual Services						
Expert & Professional Serv	578,389	620,427	578,700	578,700	578,700	578,700
Communications	4,851	4,851	4,860	4,860	4,860	4,860
Insurance and Bonds	12,924	14,510	16,140	16,140	16,140	16,140
Contractual Services		10,464				
Contractual Services	596,164	650,252	599,700	599,700	599,700	599,700
Materials and Supplies						
Other Charges						
Judgmnts/Penalties/Settlemen	1,000					
Taxes and Licenses	782,494	767,382	782,600	782,600	782,600	782,600
Other Charges	783,494	767,382	782,600	782,600	782,600	782,600
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	1,177,512	929,726	1,172,619	943,320	943,320	943,320
Operating Transfers	1,177,512	929,726	1,172,619	943,320	943,320	943,320
Expenditures	2,557,170	2,347,360	2,554,919	2,325,620	2,325,620	2,325,620
Non-Tax Revenue	2,669,040	2,621,911	2,653,129	2,653,129	2,653,129	2,653,129
Tax Funding	(111,870)	(274,551)	(98,210)	(327,509)	(327,509)	(327,509)



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Core Responsibilities

The Transit/Parking Division oversees the operation of on and off street public parking in the downtown and St. Mary's area. The program is supported by user fees and provides revenue to the City's general funds in lieu of property taxes based on 9% of gross revenues. The division manages over 5,000 spaces including parking garages, lots and on-street meters. In addition, the division contracts and partners for park and ride lots on the periphery of the City. The parking budget provides funding for management, operations and enforcement. The division provides management and meter operations. Parking garages and some lot operations are contracted with a private company. Enforcement is provided by the police department (RPD) but funded by the parking enterprise fund which also includes revenues from fines. The parking program serves a diverse customer base including retail customers, hotel guests, medical, convention visitors and downtown employees.

2020 Objectives

1. Provide program management.
2. Maintain the fiscal health of the enterprise fund.
3. Provide contract oversight of the private operating company.
4. Monitor the needs and mix of the customer types.
5. Provide for meter collections and maintenance.
6. Provide parking information and marketing.
7. Manage capital improvements and repairs.
8. Work with downtown businesses and other partners.
9. Coordinate and provide technical assistance to enforcement.
10. Establishment and implement rates and policies as approved by the City Council.
11. Provide program management.
12. Maintain the fiscal health of the enterprise fund.
13. Provide contract oversight of the private operating company.

Parking Administration



Company / Business Unit
00601 49400

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of downtown parking spaces.	5,562	5,220	5,580	5,580
2. # of park and ride spaces.	2,181	2,321	2,321	2,600
3. # of parking garages and parking lots.	5 (8)	5 (8)	6 (8)	6 (8)
4. # of parking meters.	1,405	1,414	1,414	1,500
5. Pay-By Space (PBS) machines and PBS spaces.	7 (283)	7 (421)	8 (376)	11 (494)
6. # of maintenance calls.	1,100	1,244	1,200	1,150
7. # of capital projects.	9	5	8	4

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of monthly contract parkers - highest month.	2,612	2,539	2,060	2,110
2. # of vehicles through ramp.	1,550,212	1,454,120	1,279,930	1,305,931
3. # of paying customers (cash and credit card).	294,353	317,088	283,597	297,776
4. # of validated customers.	62,033	52,542	45,843	48,135
5. # of contract exits.	476,509	367,937	308,561	318,744
6. # of free parkers.	717,314	718,847	634,927	641,276
7. # of full instances in the ramps.	665	615	396	389

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Utility	Parking Enterprise Fund		Parking			
	2017	2018	2019	2020 Budget		
	Description	Actuals	Actuals	Budget	Requested	Recommended
00601 Parking Enterprise Fund						
49400 Parking						
Expenditures						
Employee Services						
Regular Salaries	280,714	247,226	316,710	341,043	341,043	341,043
Temporary Salaries		9,790				
Regular Overtime	547	755	1,000	1,000	1,000	1,000
Other Pay	1,164	25,515		8,792	8,792	8,792
Employee Benefits - Pensions	53,562	21,516	48,133	51,820	51,820	51,820
Employee Benefits - Insuranc	78,874	97,442	93,607	116,472	116,689	116,689
Other Employee Benefits	144	108	144	288	288	288
Employee Services	415,005	402,352	459,594	519,415	519,632	519,632
Contractual Services						
Rents and Leases	6,895	7,595	8,000	8,000	8,000	8,000
Adv, Publishing, & Printing	10,915	1,089	23,750	23,750	23,750	23,750
Contractual Mtce & Repair	29,433	46,488	41,800	63,500	63,500	63,500
Expert & Professional Servic	2,274,528	2,381,886	2,850,468	2,850,468	2,850,468	2,850,468
Communications	10,144	12,147	12,636	12,636	12,636	12,636
Travel/Training/Business Mea	2,145	2,205	4,420	4,420	5,920	5,920
Subscriptions/Bks/Membership	595		800	800	800	800
Utilities	8,128	9,171	11,555	11,398	11,398	11,398
Insurance and Bonds	22,548	24,959	43,264	30,723	30,723	30,723
Contractual Services	628,128	659,956	706,622	802,699	802,779	802,779
Contractual Services	2,993,459	3,145,496	3,703,315	3,808,394	3,809,974	3,809,974
Materials and Supplies						
Office Supplies	819	14,706	2,100	32,100	32,100	32,100
Veh & Mach Operating Supplie	15,976	16,400	16,900	16,900	16,900	16,900
Clothing & Protective Equipm	384	270	400	400	400	400
Equipment, Tools, & Misc Par	26,412	11,562	25,750	25,750	25,750	25,750
Construction Materials			10,000	10,000	10,000	10,000
Supplies	3,840	7,099	7,000	7,000	7,000	7,000
Materials and Supplies	47,431	50,037	62,150	92,150	92,150	92,150
Other Charges						
Contributions	19,167	16,615	20,000	20,000	20,000	20,000
Taxes and Licenses	641,939	632,861	806,202	816,098	816,098	816,098
Depreciation and Interest	1,052,803	1,058,428	1,702,000	1,660,000	1,660,000	1,660,000
Other Charges	49,257	95,710	71,931	87,151	87,151	87,151
Other Charges	1,763,166	1,803,614	2,600,133	2,583,249	2,583,249	2,583,249
Capital Outlay						
Machinery and Vehicles			19,500			
Capital Outlay			19,500			
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(154,072)	(145,268)	(163,284)	(174,002)	(174,002)	(174,002)
Allocated to Other Activities	(154,072)	(145,268)	(163,284)	(174,002)	(174,002)	(174,002)
Operating Transfers						
Operating Transfers	2,064,354	1,120,678				
Operating Transfers	2,064,354	1,120,678				
Expenditures	7,129,343	6,376,909	6,681,408	6,829,206	6,831,003	6,831,003
Non-Tax Revenue	7,702,246	7,706,700	9,572,413	9,660,333	9,660,333	9,660,333
Tax Funding	(572,903)	(1,329,791)	(2,891,005)	(2,831,127)	(2,829,330)	(2,829,330)

Parking Administration



Company / Business Unit
00601 49400

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Transit/Parking Assistant	1.00	1.00
Senior Parking Technician	1.00	1.00
Parking Technician	1.00	1.00
Transit & Parking Manager	1.00	0.00
Physical Development Manager	0.00	1.00
Total Regular Employees	4.00	4.00





Core Responsibilities

The Mission of the Infrastructure Maintenance Sewer Operations is to protect public health and the environment by minimizing the risk of wastewater leaving the collection system. This is successfully accomplished by monitoring, repairing and maintaining the City's sanitary sewer related infrastructure safely and efficiently. It is our vision to be a responsible, responsive, creative, collaborative and flexible team that achieves excellence for the City of Rochester and keeps up a positive working environment.

2020 Objectives

1. Assure that all of the wastewater within the City of Rochester is collected and conveyed to the Water Reclamation Plant with no backups or overflows.
2. Reduce the human health and environmental impact of any wastewater backups or overflows.
3. Provide a safe working environment for the staff.
4. Be an employer of choice for the Maintenance Sewer staff. This includes working on employee engagement through involvement, training and collaboration.
5. Good steward of rate pays money by efficiently maintaining equipment, as well as evaluating and optimizing work goals and spending.
6. Develop a 25 year plan that will assist in decision making for investments in the trunk sewer systems.

Sewer Operations



Company / Business Unit
00607 49610

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Amount of collection system televised (in feet).	96,180	164,518	200,000	220,000
2. Amount of collection system jet cleaned (in feet).	1,343,614	1,647,949	1,850,000	1,850,000
3. Length of sanitary piping cleared of roots (in feet).	170,137	206,137	60,000*	60,000*
4. Distance along easements inspected and maintained (in feet).	515,179	515,182	490,000	490,000
5. Total # of manhole castings adjusted.	395	275	437	370

*This reflects a more targeted approach.

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Backups due to problems in City collections system per total system.	1.2	0.4	0.6	0.5
2. Preventable SSOs.	1	0	0	0
3. Collection system televised (% of total system).	3.34%	6.08%	7.40%	8.14%
4. Collection system jet cleaned (% of target amount).	72.63%	89.08%	100%	100%
5. Easements inspected and maintained (% of target).	105.14%	105.14%	100%	100%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00607 49610

Public Utility Description	Sewer Utility Enterprise Fund			Sewer Infrastructure Mtce		
	2017 Actuals	2018 Actuals	2019 Budget	2020 Budget Requested	2020 Budget Recommended	Adopted
49610 Sewer Infrastructure Mtce						
Expenditures						
Employee Services						
Regular Salaries	642,742	741,240	840,109	896,115	950,971	950,971
Temporary Salaries	21,550	19,176	22,000	22,000	22,000	22,000
Regular Overtime	5,683	10,754	3,000	3,000	3,000	3,000
Other Pay	1,835	6,665				
Employee Benefits - Pensions	154,847	165,127	129,414	137,898	146,208	146,208
Employee Benefits - Insuranc	196,497	181,049	230,399	300,571	335,055	335,055
Employee Services	1,023,154	1,124,011	1,224,922	1,359,584	1,457,234	1,457,234
Contractual Services						
Rents and Leases	27,706	29,137	35,337	36,390	36,394	36,394
Adv, Publishing, & Printing		140	300	300	300	300
Contractual Mtce & Repair	36,059	34,676	37,100	39,200	39,200	39,200
Expert & Professional Servic	9,135	10,402	9,750	9,750	9,750	9,750
Communications	16,684	16,791	17,400	17,400	17,400	17,400
Travel/Training/Business Mea	13,414	2,760	8,760	11,340	18,840	18,840
Subscriptions/Bks/Membership	364	579	500	500	500	500
Utilities	86,660	91,904	90,714	94,292	94,292	94,292
Insurance and Bonds	23,388	28,499	32,721	33,793	33,793	33,793
Contractual Services	323,726	243,227	403,966	371,115	371,115	371,115
Contractual Services	537,136	458,115	636,548	614,080	621,584	621,584
Materials and Supplies						
Office Supplies	954	1,982	1,500	1,500	4,650	4,650
Veh & Mach Operating Supplie	51,643	65,849	54,550	75,650	75,650	75,650
Clothing & Protective Equipm	2,149	8,105	5,000	5,000	5,000	5,000
Commodities			350	350	350	350
Equipment, Tools, & Misc Par	7,669	4,840	13,100	13,100	13,100	13,100
Construction Materials	1,096	12,151	227,500	227,500	227,500	227,500
Supplies	6,707	9,461	7,200	7,200	7,200	7,200
Materials and Supplies	70,218	102,388	309,200	330,300	333,450	333,450
Other Charges						
Judgmnts/Penalties/Settlemen	8	1,000	1,000	1,000	1,000	1,000
Taxes and Licenses		303	250	250	250	250
Depreciation and Interest	2,461,311	2,521,904	2,510,000	2,540,000	2,540,000	2,540,000
Other Charges	162,683	169,133	180,113	162,853	162,853	162,853
Other Charges	2,624,002	2,692,340	2,691,363	2,704,103	2,704,103	2,704,103
Capital Outlay						
Furniture and Equipment		72,855				
Machinery and Vehicles			322,763			
Capital Outlay		72,855	322,763			
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(210,358)	(162,122)	(221,660)	(181,750)	(181,750)	(181,750)
Allocated to Other Activities	(210,358)	(162,122)	(221,660)	(181,750)	(181,750)	(181,750)
Operating Transfers						
Operating Transfers	2,011,384	3,085,433	5,174,000	7,150,000	9,466,897	6,312,897
Operating Transfers	2,011,384	3,085,433	5,174,000	7,150,000	9,466,897	6,312,897
Expenditures	6,055,536	7,373,020	10,137,136	11,976,317	14,401,518	11,247,518
Non-Tax Revenue	2,324	1,191	500	500	500	500
Tax Funding	6,053,212	7,371,829	10,136,636	11,975,817	14,401,018	11,247,018

Sewer Operations



Company / Business Unit
00607 49610

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Crew Chief-Public Works	1.00	1.00
Infrastructure Mtce Engineer	1.00	1.00
Equip Operator - Public Works	9.00	11.00
Sanitary System Supervisor	1.00	1.00
Total Regular Employees	12.00	14.00





Core Responsibilities

The Water Reclamation Plant (WRP) mission is to protect public health and the environment by providing high-quality and reliable wastewater treatment in an effective, efficient and responsive manner.

The WRP is responsible for the treatment and disposal of all domestic, commercial and industrial wastewater collected through the sanitary sewer system and lift stations. The City provides sewer services to 39,000 customers where domestic bills are determined from water usage and industrial bills are based on volume and strength of the wastewater. The WRP is part of the sewer enterprise fund and is supported by user fees collected from customers.

It is our vision to be a responsible, responsive, creative, collaborative and flexible team that is working towards achieving excellence for the City of Rochester in a positive working environment.

2020 Objectives

1. Treat all wastewater received at the WRP while assuring the effluent discharged to the Zumbro River meets the State of Minnesota permit requirements.
2. Produce high quality bio solids that are land applied and reused as a nutrient resource for agricultural purposes while assuring all State and Federal requirements are met.
3. Permit and work with industrial dischargers so that they do not cause interferences or upsets with wastewater treatment at the WRP while still providing employment and industrial diversity for the City.
4. Provide a safe working environment for all those who conduct business at the WRP.
5. Be an employer of choice for the employees that work at the WRP. This includes working on employee engagement through involvement, training and collaboration.
6. Be as energy efficient as possible, continually looking for reduce energy opportunities.
7. Good stewards of rate payer dollars by maintaining equipment, evaluating spending and looking at return on investments.
8. Continually educate the public about the significance of wastewater treatment and how they can prevent pollution.
9. Develop a 25 year strategy for WRP facility upgrades to assure reliability is maintained and effluent limitations are met.

Water Reclamation Plant



Company / Business Unit
00607 49630

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. Gallons of wastewater treated (million gallons per day).	13.6	13.4	13.6	13.9
2. Gallons of bio solids land applied to agricultural land.	10.4	10.4	11.0	11.1
3. # of industrial discharge permits.	16	16	15	15
4. Fats, oil and grease inspections.	92	171	180	180
5. # of people touring the WRP.	750	656	700	700

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % compliance with the NPDES permit.	100%	99.8%	100%	100%
2. Industrial compliance rate.	67%	89%	92%	95%
3. Methane recovered (millions of cubic feet).	127*	121	125	125
4. Power generation – daily average (kWh).	10,266*	8,036	9,200	9,200

*Revised to reflect updates to instrumentation and calculations.

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00607 49630

Public Utility	Sewer Utility Enterprise Fund			Water Reclamation Plant		
	2017	2018	2019	2020 Budget	2020 Budget	2020 Budget
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
49630 Water Reclamation Plant						
Expenditures						
Employee Services						
Regular Salaries	1,899,937	2,144,060	2,217,273	2,294,482	2,294,482	2,294,482
Temporary Salaries	14,530	28,084	28,000	28,000	28,000	28,000
Regular Overtime	25,335	21,347	25,000	25,000	25,000	25,000
Other Pay	67,118	7,476		32,176	32,176	32,176
Employee Benefits - Pensions	462,729	497,680	341,847	353,544	353,544	353,544
Employee Benefits - Insuranc	555,407	585,880	668,951	717,589	718,580	718,580
Employee Services	3,025,056	3,284,527	3,281,071	3,450,791	3,451,782	3,451,782
Contractual Services						
Rents and Leases	4,783	5,044	5,000	5,000	5,000	5,000
Adv, Publishing, & Printing	3,327	2,410	3,800	3,800	3,800	3,800
Contractual Mtce & Repair	713,896	462,219	610,500	638,200	638,200	638,200
Expert & Professional Servic	222,475	236,310	221,000	239,000	239,000	239,000
Communications	7,272	7,632	7,900	8,400	8,400	8,400
Travel/Training/Business Mea	19,301	24,269	30,700	30,700	30,700	30,700
Subscriptions/Bks/Membership	81,150	81,642	80,500	80,500	80,500	66,825
Utilities	1,274,941	1,326,210	1,338,121	1,393,625	1,393,625	1,393,625
Insurance and Bonds	190,411	194,948	203,887	210,597	210,597	210,597
Contractual Services	315,181	295,384	320,913	320,726	320,726	320,726
Contractual Services	2,832,737	2,636,068	2,822,321	2,930,548	2,930,548	2,916,873
Materials and Supplies						
Office Supplies	23,638	30,674	24,800	7,200	7,200	7,200
Veh & Mach Operating Supplie	75,057	74,847	76,800	80,800	80,800	80,800
Clothing & Protective Equipm	5,134	5,850	5,500	5,500	5,500	5,500
Commodities	506,447	475,483	530,000	530,000	530,000	530,000
Equipment, Tools, & Misc Par	462,798	459,509	464,000	464,000	464,000	464,000
Construction Materials	722	13,870	1,200	1,200	1,200	1,200
Supplies	72,395	69,658	72,820	72,820	72,820	72,820
Materials and Supplies	1,146,191	1,129,891	1,175,120	1,161,520	1,161,520	1,161,520
Other Charges						
Judgmnts/Penalties/Settlemen		1,000				
Taxes and Licenses	1,818,759	1,896,681	1,953,000	2,058,000	2,058,000	2,058,000
Depreciation and Interest	5,613,414	3,843,656	4,000,000	3,350,000	3,350,000	3,350,000
Other Charges	1,120,698	1,028,574	1,220,059	1,228,859	1,232,645	1,232,645
Other Charges	8,552,871	6,769,911	7,173,059	6,636,859	6,640,645	6,640,645
Capital Outlay						
Furniture and Equipment	17,000					
Machinery and Vehicles					79,950	79,950
Capital Outlay	17,000				79,950	79,950
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(11,039)	(4,640)	(11,710)	(4,890)	(4,890)	(4,890)
Allocated to Other Activities	(11,039)	(4,640)	(11,710)	(4,890)	(4,890)	(4,890)
Operating Transfers						
Operating Transfers	149,990					
Operating Transfers	149,990					
Expenditures	15,712,806	13,815,757	14,439,861	14,174,828	14,259,555	14,245,880
Non-Tax Revenue	25,340,156	26,449,631	27,251,900	28,771,800	28,771,800	28,771,800
Tax Funding	(9,627,350)	(12,633,874)	(12,812,039)	(14,596,972)	(14,512,245)	(14,525,920)

Water Reclamation Plant



Company / Business Unit
00607 49630

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Administrative Assistant II	1.00	1.00
Crew Chief/WRP	1.00	1.00
Custodian	1.00	1.00
Dep PW Director – Environmental	0.00	1.00
Master Electrician	1.00	1.00
Assistant Mechanic	2.00	2.00
Chief Mechanic	1.00	1.00
Master Mechanic	1.00	1.00
Environmental Manager	1.00	1.00
Project Manager	1.00	1.00
Wastewater Utility Manager	1.00	0.00
Operator 1 - WRP	4.00	4.00
Operator 2 - WRP	3.00	3.00
Operator 3 - WRP	4.00	4.00
Painter 1	1.00	1.00
Environmental Specialist	2.00	2.00
Electrical & Mech Mtc Supvr	1.00	1.00
Process Control Supervisor	1.00	1.00
Electronics/Electrical Tech	2.00	2.00
Laboratory Technician	1.00	1.00
Total Regular Employees	30.00	30.00

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00607 49635

Public Utility Description	Sewer Utility Enterprise Fund			Sanitary Sewer Fund Debt		
	2017 Actuals	2018 Actuals	2019 Budget	2020 Budget Requested	2020 Budget Recommended	Adopted
49635 Sanitary Sewer Fund Debt						
Expenditures						
Employee Services						
Contractual Services						
Expert & Professional Serv	1,700	800				
Contractual Services	1,700	800				
Materials and Supplies						
Other Charges						
Capital Outlay						
Bonds-Principal & Interest						
Principal and Interest on Bonds	2,405,390	1,891,806	1,558,586	1,137,142	1,137,142	1,137,142
Bonds-Principal & Interest	2,405,390	1,891,806	1,558,586	1,137,142	1,137,142	1,137,142
Allocated to Other Activities						
Operating Transfers						
Expenditures	2,407,090	1,892,606	1,558,586	1,137,142	1,137,142	1,137,142
Non-Tax Revenue	80,304		(40,000)	(40,000)	(40,000)	(40,000)
Tax Funding	2,326,786	1,892,606	1,598,586	1,177,142	1,177,142	1,177,142



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Core Responsibilities

The Storm Water Management Group of the Engineering Division within the Public Works Department is responsible for providing comprehensive storm water and water resources management services for the City. These services are provided to fulfill the requirements of the City's Municipal Separate Storm Sewer System (MS4) Phase II Permit which allows the City to discharge storm water to the South Fork Zumbro River and associated tributaries. These services focus on improving water quality discharges from developed or developing areas, safely conveying flood discharges to receiving waters, educating the public, and maintain existing infrastructure.

Major activities include:

1. Public education, outreach, engagement, and participation.
2. Citizen response to complaints, violation reports, and service requests.
3. Illicit discharge detection and elimination.
4. Storm water infrastructure mapping.
5. Storm water ordinance development and enforcement.
6. Development erosion and sediment control plan, site grading plan and storm water management plan review.
7. Commercial and residential construction site inspections.
8. Comprehensive storm water/surface water management planning.
9. Planning, design and construction of water quality treatment and rate control best management practices.
10. Coordination with other MS4 permittees, water planning organizations and regulatory agencies.
11. Pollution prevention and good housekeeping activities for all municipal operations.
12. Street sweeping.
13. Maintain all storm water treatment and conveyance infrastructure.
14. Program management for Storm Water Utility and MS4 Phase II Permit Program.
15. Develop and maintain the City's Storm Water Pollution Prevention Program (SWPPP).

2020 Objectives

1. Implement the major storm water management activities listed above.
2. Implement the provisions of the new MS4 Phase II Permit and associated Storm Water Pollution Implementation Program (SWPP) within the MPCA compliance schedule.
3. Participate in the development of a comprehensive watershed management plan for the Zumbro River watershed and develop a comprehensive storm water management plan for overall City and downtown areas.
4. Continue to identify, design and construct City capital improvement projects that enhance water quality, reduce the degradation of natural conveyances, reduce peak flow rates and augment and/or create environmental corridors.
5. Review, revise and adopt new development review procedures, ordinances and design standards.

Storm Water Management



Company / Business Unit
00609 49650

Workload Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. # of public education contacts (excluding A Litter Bit Better).	2,512,036	3,371,271	3,400,000	3,500,000
2. # of public participation events.	63	44	50	55
3. # of illicit discharge responses.	14	7	15	15
4. # of commercial and residential subdivision grading plans approved.	79	65	70	74
5. # of construction site inspections.	2,897	1,871	1,900	2,000
6. # of lane miles swept.	10,835	8,030	10,900	11,000

Effectiveness Measurements

	2017 <u>Actual</u>	2018 <u>Actual</u>	2019 <u>Estimated</u>	2020 <u>Projected</u>
1. % of SWPPP BMPs implemented.	83%	100%	100%	100%
2. % of grading plans reviewed within 14-days of receipt or sooner.	100%	80%	90%	100%
3. % of wet sedimentation ponds inspected.	68%	20%	20%	20%
4. % of structural best management practices inspected.	100%	100%	100%	100%
5. % of outfalls inspected.	4%	0%	20%	20%

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Public Utility	StormWaterUtility EntrpriseFnd		Storm Water Utility			
	2017	2018	2019	2020 Budget		
	Actuals	Actuals	Budget	Requested	Recommended	Adopted
00609 StormWaterUtility EntrpriseFnd						
49650 Storm Water Utility						
Expenditures						
Employee Services						
Regular Salaries	271,296	355,369	451,319	455,438	455,438	455,438
Temporary Salaries	23,069	19,210	22,250	22,250	22,250	22,250
Regular Overtime	53	99				
Other Pay				2,966	2,966	2,966
Employee Benefits - Pensions	(131,413)	124,729	70,078	70,702	70,702	70,702
Employee Benefits - Insuranc	46,817	66,038	94,171	115,882	116,253	116,253
Other Employee Benefits	468	612	576	720	720	720
Employee Services	210,290	566,057	638,394	667,958	668,329	668,329
Contractual Services						
Rents and Leases	11,752	12,048	14,221	14,484	14,485	14,485
Adv, Publishing, & Printing	164	1,244	495	495	495	495
Contractual Mtce & Repair	166,713	109,110	160,850	160,350	160,350	160,350
Expert & Professional Servic	186,769	213,379	187,760	187,760	187,760	187,760
Communications	3,714	3,679	4,200	4,200	4,200	4,200
Travel/Training/Business Mea	1,726	3,459	4,325	4,325	5,825	5,825
Subscriptions/Bks/Membership	4,775	4,696	4,900	4,900	4,900	4,900
Utilities	4,920	5,445	6,015	6,798	6,798	6,798
Insurance and Bonds	8,346	9,375	10,442	11,375	11,375	11,375
Contractual Services	1,385,756	1,236,242	1,528,053	1,439,861	1,439,861	1,439,861
Contractual Services	1,774,635	1,598,677	1,921,261	1,834,548	1,836,049	1,836,049
Materials and Supplies						
Office Supplies	156	1,956	2,200	2,200	2,200	2,200
Veh & Mach Operating Supplie	19,722	8,528	11,605	12,705	12,705	12,705
Clothing & Protective Equipm	612	363	700	700	700	700
Commodities	1,579	2,283	1,600	1,600	1,600	1,600
Equipment, Tools, & Misc Par	367	800	400	400	400	400
Construction Materials	61,016	37,236	45,500	45,500	45,500	45,500
Supplies	5,913	3,401	7,650	7,650	7,650	7,650
Materials and Supplies	89,365	54,567	69,655	70,755	70,755	70,755
Other Charges						
Judgmnts/Penalties/Settlemen	30,522	1,500				
Taxes and Licenses	502,396	559,809	556,604	687,324	687,324	687,324
Depreciation and Interest	1,523,005	1,619,467	1,620,000	1,710,000	1,710,000	1,710,000
Other Charges	645,598	767,495	787,143	786,620	786,620	786,620
Other Charges	2,701,521	2,948,271	2,963,747	3,183,944	3,183,944	3,183,944
Capital Outlay						
Bonds-Principal & Interest						
Allocated to Other Activities						
Allocations to Other Activities	(15,217)	(30,885)	(15,890)	(30,220)	(30,220)	(30,220)
Allocated to Other Activities	(15,217)	(30,885)	(15,890)	(30,220)	(30,220)	(30,220)
Operating Transfers						
Operating Transfers	416,271	456,168	117,250	3,542,500	1,517,500	1,517,500
Operating Transfers	416,271	456,168	117,250	3,542,500	1,517,500	1,517,500
Expenditures	5,176,865	5,592,855	5,694,417	9,269,485	7,246,357	7,246,357
Non-Tax Revenue	6,380,277	7,260,470	7,078,000	8,715,400	8,715,400	8,715,400
Tax Funding	(1,203,412)	(1,667,615)	(1,383,583)	554,085	(1,469,043)	(1,469,043)

Storm Water Management



Company / Business Unit
00609 49650

Employee Services

	<u>Employees</u>	
	<u>2019</u>	<u>2020</u>
Civil Engineer Water Resources	1.00	1.00
Water Resources Manager	1.00	1.00
Environmental Education Spec.	1.00	1.00
SWU-Flood Control Proj Comp Sp	2.00	2.00
Total Regular Employees	5.00	5.00





Core Responsibilities

The Rochester EDA accounts for expenditures related to the function of the Rochester EDA and its official board members.

2020 Objectives





Workload Measurements

Effectiveness Measurements

Capital Outlay

	<u>Requested</u>	<u>Recommended</u>	<u>Adopted</u>
None	N/A	N/A	N/A

City of Rochester, MN
Expenditure Adopted Budget

Account Number
00840 84000

Non-Reporting Description	Rochester EDA		Rochester EDA		2020 Budget	
	2017 Actuals	2018 Actuals	2019 Budget	Requested	Recommended	Adopted
00840 Rochester EDA						
Expenditures						
Employee Services						
Contractual Services						
Adv, Publishing, & Printing	171	(171)				
Expert & Professional Serv		3,100				
Insurance and Bonds	18,654	12,037	19,019	19,019	19,019	19,019
Contractual Services	18,825	14,966	19,019	19,019	19,019	19,019
Materials and Supplies						
Other Charges						
Capital Outlay						
Bonds-Principal & Interest						
Principal and Interest on Bonds	1,156,286	3,598,055	1,153,600	924,301	924,301	924,301
Bonds-Principal & Interest	1,156,286	3,598,055	1,153,600	924,301	924,301	924,301
Allocated to Other Activities						
Operating Transfers						
Expenditures	1,175,111	3,613,021	1,172,619	943,320	943,320	943,320
Non-Tax Revenue	19,385	20,638				
Tax Funding	1,155,726	3,592,383	1,172,619	943,320	943,320	943,320



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City of Rochester, MN
Revenues to Support the Adopted Budget

General Fund	General Fund			Company: 00101	
Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00101 General Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	46,272,117	53,008,708	53,569,790	54,214,466	54,561,466
50100 General Property Taxes	46,272,117	53,008,708	53,569,790	54,214,466	54,561,466
50200 General Sales and Use Tax					
50250 Non Property Taxes					
50251 Hotel/Motel Tax	4,200,647	2,859,872	6,044,041	6,044,041	6,044,041
50250 Non Property Taxes	4,200,647	2,859,872	6,044,041	6,044,041	6,044,041
50300 Other Taxes					
50310 Cable TV Franchise	1,467,217	1,460,000	1,440,000	1,440,000	1,440,000
50320 Peoples Coop Franchise	7,016	6,300	6,300	6,300	6,300
50560 SA Collected-County Penalties	76				
50300 Other Taxes	1,474,309	1,466,300	1,446,300	1,446,300	1,446,300
50099 Taxes	51,947,073	57,334,880	61,060,131	61,704,807	62,051,807
51000 Licenses and Permits					
51001 Business Licenses and Permits					
51120 Dance License	2,313	2,430	2,430	2,430	2,430
51130 Heating Vent Air	19,032	18,350	18,350	18,350	27,091
51140 Liquor Off Sale	10,967	10,400	10,400	10,400	28,900
51150 Liquor On Sale	319,825	325,000	325,000	325,000	508,700
51160 Beer License	14,734	14,000	14,000	14,000	21,039
51162 Investigation Fee-Liquor Sales	6,950	7,200	7,200	7,200	7,200
51172 HVAC Certificate A	400	220	250	250	250
51180 Theatre	125	100	100	100	100
51181 Bus License	2,232	936	936	936	1,376
51182 Taxi License	3,030	4,100	4,100	4,100	18,990
51190 Other Business	40,526	42,000	88,200	88,200	127,087
51191 Late Fees					8,494
51001 Business Licenses and Permits	420,134	424,736	470,966	470,966	751,657
51220 Non Business Licenses /Permits					
51230 Dog License	600	200	200	200	825
51255 Breeder's Permit	20				
51350 House Movers		10	10	10	10
51375 Curb Cut Permits	1,710	1,500	1,500	1,500	1,500
51383 Fire Protection Equip Permit	124,886	100,000	100,000	100,000	216,320
51384 Fire Dept Permit	31,609	30,000	30,000	30,000	75,000
51385 Administrative Fee					50,000
51710 Building Permits	1,882,031	1,700,000	1,800,000	1,800,000	1,800,000
51730 Electrical Permits	657,975	570,000	600,000	600,000	600,000
51740 Heating/Vent/Air Cond Permits	653,554	500,000	575,000	575,000	575,000
51750 Plumbing Permits	357,580	250,000	300,000	300,000	300,000
51760 Sign Permits	16,679	14,444	15,400	15,400	15,400
51771 Sidewalk Permits	17,900	15,000	15,000	15,000	15,000
51772 Driveway Permits	36,800	35,000	35,000	35,000	35,000
51773 Sewer&Water Connection Permits	43,175	40,000	40,000	40,000	40,000
51774 Obstruction Permits	5,025	5,165	5,165	5,165	5,165
51780 Housing Registration	515,307	500,000	500,000	520,000	520,000
51799 Othr Non Bus License & Permits	827	600	600	600	600
51220 Non Business Licenses /Permits	4,345,678	3,761,919	4,017,875	4,037,875	4,249,820

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Description	General Fund			Company: 00101	
	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
51000 Licenses and Permits	4,765,812	4,186,655	4,488,841	4,508,841	5,001,477
52000 Fines, Forfeits, and Penalties					
52001 Fines, Forfeits, and Penalties					
52105 Adm Fines - City	24,329	29,308	29,308	29,308	29,308
52110 Moving Traffic Violations	375,281	377,000	377,000	377,000	377,000
52180 False Alarm Fines	550	3,000	3,000	3,000	3,000
52191 Seized/Forfeit Assets	95,193				
52193 Prostitution Assessment Funds	3,441				
52001 Fines, Forfeits, and Penalties	498,794	409,308	409,308	409,308	409,308
52000 Fines, Forfeits, and Penalties	498,794	409,308	409,308	409,308	409,308
54000 Intergovernmental Revenue					
54001 State Revenues					
54140 State-Highway User Maintenance	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
54160 State - Police-/Fire State Aid	1,755,282	1,696,741	1,696,741	1,696,741	1,696,741
54170 State-Homestead Ag Credit Aid	3,556	470	470	470	470
54173 State - PERA Aid	55,563	55,563	55,563	55,563	55,563
54180 State - Local Gov't Aid	7,497,955	7,497,955	7,509,361	7,509,361	7,509,361
54200 State Grants	1,044,058	601,908	656,908	656,908	656,908
54001 State Revenues	11,556,414	11,052,637	11,119,043	11,119,043	11,119,043
54300 County Revenues					
54301 County Appropriations	131,622	103,000	93,000	93,000	93,000
54300 County Revenues	131,622	103,000	93,000	93,000	93,000
54400 Federal Revenues					
54401 Federal Grants	3,088	3,500	3,500	3,500	3,500
54460 Federal Grants - Thru State	141,544				
54400 Federal Revenues	144,632	3,500	3,500	3,500	3,500
54500 Township/City Revenues					
54600 School District Revenues					
54000 Intergovernmental Revenue	11,832,668	11,159,137	11,215,543	11,215,543	11,215,543
55000 Charges for Services					
55001 Service Fees					
55110 Election Filing Fees	900		500	500	500
55130 Assessment Search	46	200	200	200	200
55131 Parcel DvlpmntCharge ReviewFee	1,048	1,794	1,794	1,794	1,794
55135 Bldg Plan Check Fee	1,031,202	900,000	925,000	925,000	925,000
55140 Economic Development Fees	124,650				
55146 Clerical & Legal Services	31,448	25,000	25,000	25,000	25,000
55160 Photostatic Copies	2,234	5,200	5,000	5,000	5,000
55180 Application Processing Fee	20,000				
55210 Animal Ctrl Adopt/R&B Fees	2,465	2,720	2,720	2,720	2,720
55211 Animal Ctrl Impound Fees	5,161	4,525	4,525	4,525	4,525
55230 Fire Prevention Inspections	2,010				
55231 BS Permit Re-inspection Fee	2,555	1,000	1,200	1,200	1,200
55235 Reports, Maps, Code Books	73	100	100	100	100
55250 Fire Protection Cascade Twp	169,566	170,316	186,142	186,142	186,142
55251 Fire Protection Haverhill Twp	79,381	80,505	85,858	85,858	85,858
55252 Fire Protection Marion Twp	177,719	184,828	192,221	192,221	192,221
55253 Fire Protection Rochester Twp	185,992	181,308	206,228	206,228	206,228

City of Rochester, MN
Revenues to Support the Adopted Budget

General Fund

Company: 00101

Description	2018	2019	Requested	2020 Budget	
	Actuals	Budget		Recommended	Adopted
55254 Fire Protection Fed Med Center	5,000	5,000	5,000	5,000	5,000
55275 Secur Prop/Rmv Pblc Hzrds	10,670	8,000	9,000	9,000	9,000
55276 Police/School Liason	248,046	322,012	322,012	322,012	322,012
55278 County Share/Police Records	249,866	274,257	272,505	272,505	272,505
55279 County Share/Communications	941,732	978,547	1,013,498	1,013,700	1,013,700
55280 Security Srvcs-Off Duty Police	71,634			70,000	70,000
55281 Pawn Shop Transaction Fee	28,685	35,586	35,586	35,586	35,586
55315 Street Opening Repair	174,225	165,000	165,000	165,000	165,000
55320 Sidewalk Snow Removal	31,596	25,000	25,000	25,000	25,000
55326 Street Sign Fees	24,000	15,000	15,000	15,000	15,000
55330 Maintenance of County Roads	75,034	75,000	75,000	75,000	75,000
55355 Document Prep & Recording Fee	19,064	23,000	23,000	23,000	23,000
55390 Other Charges for Services	32,640	259,745	534,745	534,745	534,745
55001 Service Fees	3,748,642	3,743,643	4,131,834	4,202,036	4,202,036
56000 Membership/User Fees					
56090 Partner Program Membership Fee	760	500	500	500	500
56000 Membership/User Fees	760	500	500	500	500
56300 Rentals & User Fees					
56691 Shipping and Handling Fee	74	50	50	50	50
56880 Equipment Rental	461	600	600	600	600
57200 Partners Ticket Sales	14,092	24,000	24,000	24,000	24,000
57210 Single Ticket sales	75,425	90,000	90,000	90,000	90,000
57490 Misc Rental/User Fees	9,399	7,500	7,500	7,500	7,500
56300 Rentals & User Fees	99,451	122,150	122,150	122,150	122,150
57500 Program Fees					
57590 Artists in the School Prgm Fee	2,050	3,250	3,250	3,250	3,250
58010 Law Enforc Class Registration	5,320				
57500 Program Fees	7,370	3,250	3,250	3,250	3,250
58850 Advertising					
58900 Commissions					
58912 Commissions-Vending Machines	311	562	400	400	400
58920 Contract Fees	56,045	3,000	3,000	3,000	3,000
58942 State Surcharge -	3,094	2,600	2,800	2,800	2,800
58943 State Surcharge- Trade Permits	569	1,000	1,000	1,000	1,000
58949 Misc Other Commissions	3,393	3,500	3,500	3,500	3,500
58900 Commissions	63,412	10,662	10,700	10,700	10,700
58950 Concessions					
58960 Food/Product Sale Concessions		900	900	900	900
58950 Concessions		900	900	900	900
55000 Charges for Services	3,919,635	3,881,105	4,269,334	4,339,536	4,339,536
59000 Miscellaneous Revenues					
59010 In Lieu of Tax					
59011 In Lieu of Tax - RPU	9,092,755	9,203,000	9,362,000	9,362,000	9,362,000
59012 In Lieu of Tax - HRA	23,825	22,000	22,000	22,000	22,000
59013 In Lieu of Tax - Other	5,551	4,000	4,000	4,000	4,000
59014 In Lieu of Tax - Parking Enter	632,733	803,202	816,098	816,098	816,098
59015 In Lieu of Tax-Sn/SewerUtility	1,832,601	1,890,000	1,995,000	1,995,000	1,995,000
59016 In Lieu of Tax-St/SewerUtility	559,092	55,040	685,760	685,760	685,760
59010 In Lieu of Tax	12,146,557	11,977,242	12,884,858	12,884,858	12,884,858

City of Rochester, MN
Revenues to Support the Adopted Budget

Description	General Fund			Company: 00101	
	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
59020 Interest					
59021 Investment Income	349,579	235,000	235,000	235,000	235,000
59022 Interest - Accounts Receivable	(5)				
59025 Net Unrlzd Gain(Loss) F/V Invs	125,423	(50,000)	(50,000)	(50,000)	(50,000)
59029 Interest - Other	20,977				
59020 Interest	495,974	185,000	185,000	185,000	185,000
59030 Internal Service User Charges					
59080 Rental of Real Property					
59084 Parking Lot Rentals	766	611	611	611	611
59089 Real Property Rental	63,989	61,966	63,282	63,287	63,287
59080 Rental of Real Property	64,755	62,577	63,893	63,898	63,898
59100 Sale of Property					
59130 Materials and Supplies	82,907	63,485	56,485	56,485	56,485
59140 Equipment and Machinery	15,135	520	520	520	520
59190 Misc SaleofGoods(tax included)	2,034	100	100	100	100
59195 Other Sale of Property	1,132	1,000	1,000	1,000	1,000
59100 Sale of Property	101,208	65,105	58,105	58,105	58,105
59500 Private Sources					
59518 CharitbleContribtn-Foundations	3,500	2,000			
59519 CharitbleContribtn-Individuals	18,470	18,000	18,000	18,000	18,000
59520 CharitbleContribtn-Corporatns	76,500	92,000	77,000	77,000	77,000
59521 CharitbleContribtn-SupportGrps	3,200	2,000	2,000	2,000	2,000
59523 Earnings on Endowment	(5,211)				
59560 Individual & Business Funds	43,686				
59572 Seal Coat Contribution	38,882	12,832	12,832	12,832	12,832
59500 Private Sources	179,027	126,832	109,832	109,832	109,832
59600 Reimbursements					
59660 Clerical & Legal Services	100				
59661 Witness Fee/Jury Duty Reimburs	302				
59665 Election Cost Reimbursement	39,983		44,783	44,783	44,783
59690 Insurance Reimbursement	30,863	2,000	2,000	2,000	2,000
59691 Court Ordered Restitution	10,669	5,370	5,370	5,370	5,370
59695 Other Reimbursements	28,638	1,944	1,950	1,950	1,950
59600 Reimbursements	110,555	9,314	54,103	54,103	54,103
59700 Other					
59710 Cash Over & Short	(466)				
59730 Allow for Uncoll A/R	(2,107)				
59700 Other	(2,573)				
59000 Miscellaneous Revenues	13,095,503	12,426,070	13,355,791	13,355,796	13,355,796
50000 Revenues	86,059,485	89,397,155	94,798,948	95,533,831	96,373,467
60000 Other Financing Sources					
60100 Operating Transfers In					
60412 Oper Trf fr 412-FC Sls Tax Fnd	657,403	646,711	732,155	732,195	732,195
60413 Oper Trf fr 413-DMCC CIP Fnd				25,000	25,000
60500 Oper Trf<DwntnTaxAbatemntDist	5,075				
60100 Operating Transfers In	662,478	646,711	732,155	757,195	757,195
62000 Prior Year Revenue		318,396	545,146	545,146	545,146

**City of Rochester, MN
Revenues to Support the Adopted Budget**

General Fund

General Fund

Company: 00101

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
60000 Other Financing Sources	662,478	965,107	1,277,301	1,302,341	1,302,341
00101 General Fund	86,721,963	90,362,262	96,076,249	96,836,172	97,675,808



City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Library Fund

Company: 00202

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00202 Library Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	6,663,605	7,028,270	7,346,524	7,158,871	7,158,871
50100 General Property Taxes	6,663,605	7,028,270	7,346,524	7,158,871	7,158,871
50099 Taxes	6,663,605	7,028,270	7,346,524	7,158,871	7,158,871
52000 Fines, Forfeits, and Penalties					
52001 Fines, Forfeits, and Penalties					
52171 Lost book Fee	30,556	31,000	31,000	31,000	31,000
52172 Duplicate Library Card	1,435	1,900	1,500	1,500	1,500
52192 Collection Fee Revenue	6,686	7,000	7,000	7,000	7,000
52199 Other Fines	91,242	95,000	91,000	91,000	91,000
52001 Fines, Forfeits, and Penalties	129,919	134,900	130,500	130,500	130,500
52000 Fines, Forfeits, and Penalties	129,919	134,900	130,500	130,500	130,500
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	13,633	13,633	13,633	13,633	13,633
54200 State Grants	44,021	15,000	15,000	15,000	15,000
54001 State Revenues	57,654	28,633	28,633	28,633	28,633
54300 County Revenues					
54301 County Appropriations	981,820	999,844	1,047,209	1,047,209	1,047,209
54300 County Revenues	981,820	999,844	1,047,209	1,047,209	1,047,209
54400 Federal Revenues					
54000 Intergovernmental Revenue	1,039,474	1,028,477	1,075,842	1,075,842	1,075,842
55000 Charges for Services					
55001 Service Fees					
55160 Photostatic Copies	13,785	14,000	14,000	14,000	14,000
55390 Other Charges for Services	484				
55001 Service Fees	14,269	14,000	14,000	14,000	14,000
56300 Rentals & User Fees					
56500 Visitor Card Fee	637	900	700	700	700
56636 Hot Spot Rentals	60				
56810 Auditorium	5,086	5,500	5,100	5,100	5,100
57020 Pers Computer/Fax Usage Fee	430	300	800	800	800
56300 Rentals & User Fees	6,213	6,700	6,600	6,600	6,600
58900 Commissions					
58912 Commissions-Vending Machines	2,285	1,300	2,600	2,600	2,600
58949 Misc Other Commissions	287				
58900 Commissions	2,572	1,300	2,600	2,600	2,600
58950 Concessions					
55000 Charges for Services	23,054	22,000	23,200	23,200	23,200
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	31,082	11,500	11,500	11,500	11,500

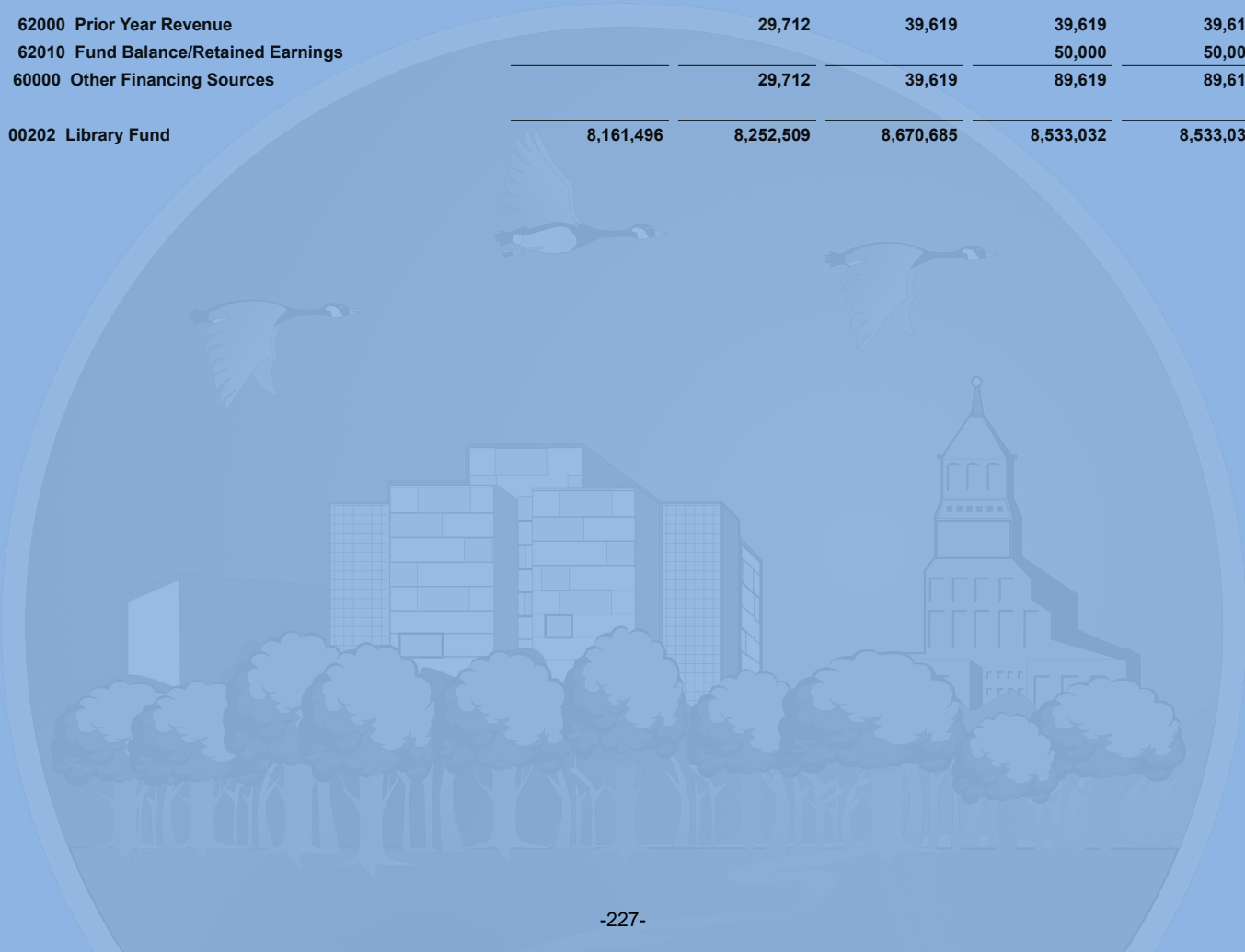
**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

Library Fund

Company: 00202

Description	2018	2019	Requested	2020 Budget	
	Actuals	Budget		Recommended	Adopted
59025 Net Unrlzd Gain(Loss) F/V Invs	10,100	(3,000)	(3,000)	(3,000)	(3,000)
59020 Interest	41,182	8,500	8,500	8,500	8,500
59100 Sale of Property					
59190 Misc SaleofGoods(tax included)	308	650	500	500	500
59100 Sale of Property	308	650	500	500	500
59500 Private Sources					
59560 Individual & Business Funds	263,897		46,000	46,000	46,000
59500 Private Sources	263,897		46,000	46,000	46,000
59600 Reimbursements					
59661 Witness Fee/Jury Duty Reimburs	120				
59600 Reimbursements	120				
59700 Other					
59710 Cash Over & Short	(63)				
59700 Other	(63)				
59000 Miscellaneous Revenues	305,444	9,150	55,000	55,000	55,000
50000 Revenues	8,161,496	8,222,797	8,631,066	8,443,413	8,443,413
60000 Other Financing Sources					
60100 Operating Transfers In					
62000 Prior Year Revenue		29,712	39,619	39,619	39,619
62010 Fund Balance/Retained Earnings				50,000	50,000
60000 Other Financing Sources		29,712	39,619	89,619	89,619
00202 Library Fund	8,161,496	8,252,509	8,670,685	8,533,032	8,533,032



City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Municipal Recreation System

Company: 00221

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00221 Municipal Recreation System					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	6,297,018	7,043,671	7,267,043	7,491,289	7,491,289
50100 General Property Taxes	6,297,018	7,043,671	7,267,043	7,491,289	7,491,289
50099 Taxes	6,297,018	7,043,671	7,267,043	7,491,289	7,491,289
50500 SA /Util Connection Agreements					
50509 Special Assessments					
50560 SA Collected-County Penalties	213				
50509 Special Assessments	213				
50500 SA /Util Connection Agreements	213				
51000 Licenses and Permits					
51220 Non Business Licenses /Permits					
51382 Tree Permits	3,620	2,000	2,000	2,000	2,000
51220 Non Business Licenses /Permits	3,620	2,000	2,000	2,000	2,000
51000 Licenses and Permits	3,620	2,000	2,000	2,000	2,000
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	9,170	9,170	9,170	9,170	9,170
54001 State Revenues	9,170	9,170	9,170	9,170	9,170
54300 County Revenues					
54400 Federal Revenues					
54000 Intergovernmental Revenue	9,170	9,170	9,170	9,170	9,170
55000 Charges for Services					
55001 Service Fees					
55355 Document Prep & Recording Fee	130				
55380 Athletic Field Prep Fee	19,960	23,365	20,000	20,000	20,000
55383 Tree Planting	560				
55384 Tree Removal	91,723	90,000	90,000	100,000	100,000
55385 Mowing & Weed Eradication	20,409	18,469	18,469	18,469	18,469
55390 Other Charges for Services	9,713	9,259	9,259	9,259	9,259
55001 Service Fees	142,495	141,093	137,728	147,728	147,728
56000 Membership/User Fees					
56010 Family Membership	759	800	800	800	800
56030 Senior Membership		500	500	500	500
56040 Adult Membership	115	5,000	5,000	5,000	5,000
56070 Youth Membership	8,105	4,500	4,500	4,500	4,500
56000 Membership/User Fees	8,979	10,800	10,800	10,800	10,800
56300 Rentals & User Fees					
56304 Athletic Field Maintenance Fee	29,238	40,000	30,000	40,000	40,000
56330 Daily Fees - Adult	638	500	500	500	500
56340 Daily Fees - Student	12,973	10,500	10,500	10,500	10,500
56460 Plummer House Tours	5,263	6,000	6,000	6,000	6,000
56820 Athletic Field Rental	52,665	75,000	55,000	55,000	55,000
56850 Building Rental	50,900	55,000	55,000	55,000	55,000

City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Municipal Recreation System

Company: 00221

Description	2018	2019	Requested	2020 Budget	
	Actuals	Budget		Recommended	Adopted
56880 Equipment Rental	1,141	1,750	1,750	1,750	1,750
56890 Garden Plot Rental	8,655	6,000	6,000	6,000	6,000
57080 Shelter Rental	41,150	45,649	45,649	45,649	45,649
57490 Misc Rental/User Fees	3,100	4,200	4,200	4,200	4,200
56300 Rentals & User Fees	205,723	244,599	214,599	224,599	224,599
57500 Program Fees					
57530 Adaptive Rec Programs - Adult	23,886	32,000	30,000	30,000	30,000
57560 Adaptive Rec Programs - Youth	115,675	138,000	135,000	135,000	135,000
57620 Broomball	4,524	5,000	5,000	5,000	5,000
57640 Coed Dodgeball	1,980	1,320	1,320	1,320	1,320
57950 Junior Development Lessons	2,860	3,000	3,000	3,000	3,000
57990 Kickball	6,206	6,800	6,800	6,800	6,800
58040 Men's Basketball	27,193	25,000	25,000	25,000	25,000
58070 Men's Softball - Fall League	4,813	4,200	4,200	4,200	4,200
58100 Men's Softball - Slow Pitch	43,940	40,000	40,000	40,000	40,000
58130 Men's Touch Football	2,093	2,500	2,500	2,500	2,500
58160 Men's Volleyball - Fall League	24,214	23,000	23,000	23,000	23,000
58190 Mens Volleyball-Sandlot League	11,560	10,500	10,500	10,500	10,500
58220 Mens Volleyball-Spring League	22,500	24,000	23,000	23,000	23,000
58250 Mens Volleyball-Winter League	21,946	32,000	28,000	28,000	28,000
58260 Reg Fees-Misc Programs/Events	900	1,200	1,200	1,200	1,200
57500 Program Fees	314,290	348,520	338,520	338,520	338,520
58850 Advertising					
58900 Commissions					
58949 Misc Other Commissions	495	825	825	825	825
58900 Commissions	495	825	825	825	825
58950 Concessions					
55000 Charges for Services	671,982	745,837	702,472	722,472	722,472
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	24,565	18,000	18,000	18,000	18,000
59025 Net Unrlzd Gain(Loss) F/V Invs	13,000	(3,800)	(3,800)	(3,800)	(3,800)
59029 Interest - Other	1,163				
59020 Interest	38,728	14,200	14,200	14,200	14,200
59080 Rental of Real Property					
59089 Real Property Rental	5,953	3,500	3,500	3,500	3,500
59080 Rental of Real Property	5,953	3,500	3,500	3,500	3,500
59100 Sale of Property					
59130 Materials and Supplies	6,470				
59195 Other Sale of Property	1,399	1,778	1,778	1,778	1,778
59100 Sale of Property	7,869	1,778	1,778	1,778	1,778
59500 Private Sources					
59560 Individual & Business Funds	7,651	2,000	2,000	2,000	2,000
59500 Private Sources	7,651	2,000	2,000	2,000	2,000
59600 Reimbursements					
59690 Insurance Reimbursement	48,725				
59691 Court Ordered Restitution	1,555				
59695 Other Reimbursements	9,023				

City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Municipal Recreation System

Company: 00221

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
59600 Reimbursements	59,303				
59700 Other					
59730 Allow for Uncoll A/R	(263)				
59700 Other	(263)				
59000 Miscellaneous Revenues	119,241	21,478	21,478	21,478	21,478
50000 Revenues	7,101,244	7,822,156	8,002,163	8,246,409	8,246,409
60000 Other Financing Sources					
60100 Operating Transfers In					
60402 Oper Trf fr 402-P&R CIP	4,250				
60100 Operating Transfers In	4,250				
62000 Prior Year Revenue			22,728	22,728	22,728
60000 Other Financing Sources	4,250		22,728	22,728	22,728
00221 Municipal Recreation System	7,105,494	7,822,156	8,024,891	8,269,137	8,269,137



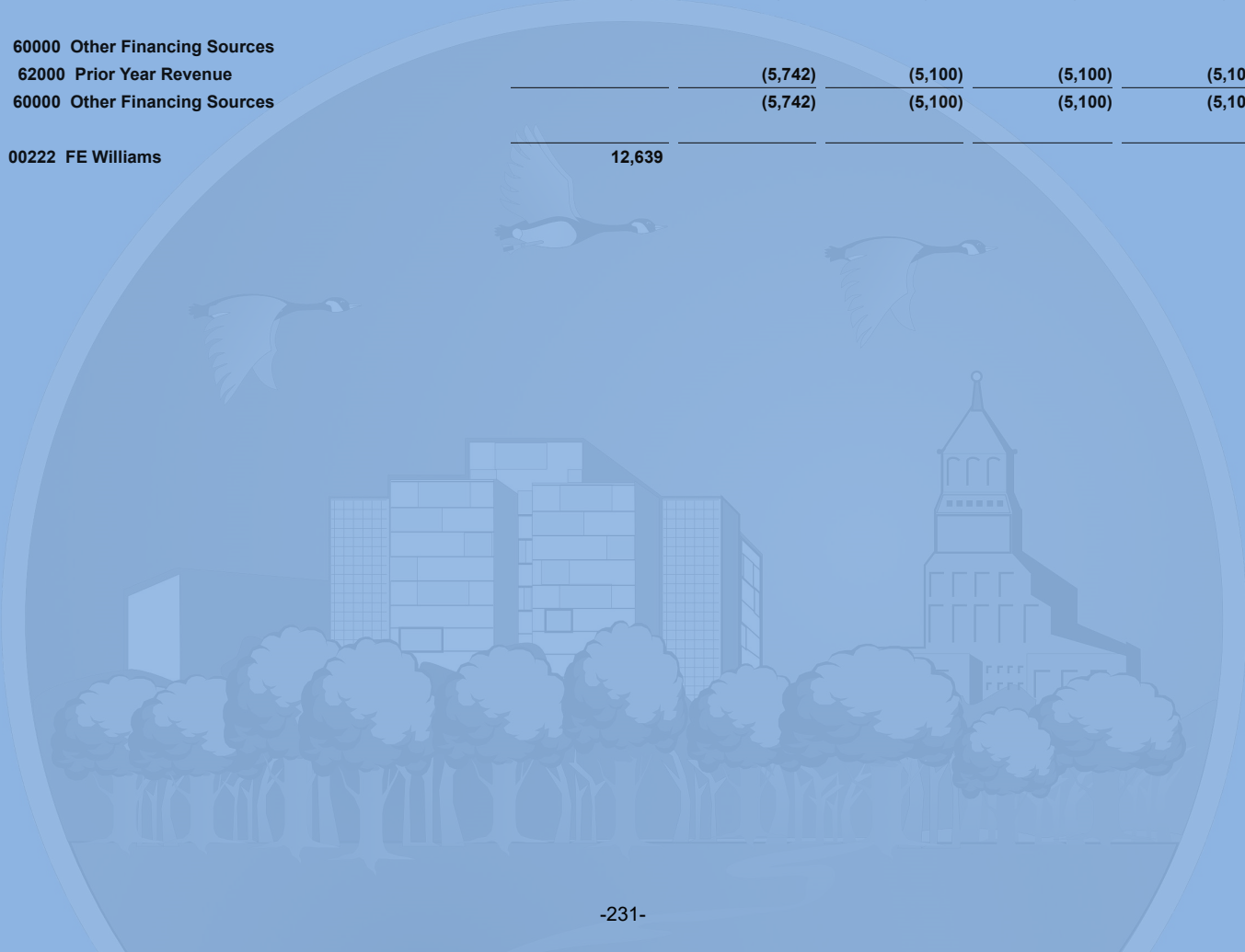
City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

FE Williams

Company: 00222

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00222 FE Williams					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
54000 Intergovernmental Revenue					
54001 State Revenues					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	8,983	6,600	6,600	6,600	6,600
59025 Net Unrlzd Gain(Loss) F/V Invs	2,400	(1,500)	(1,500)	(1,500)	(1,500)
59029 Interest - Other	1,256	642			
59020 Interest	<u>12,639</u>	<u>5,742</u>	<u>5,100</u>	<u>5,100</u>	<u>5,100</u>
59080 Rental of Real Property					
59100 Sale of Property					
59500 Private Sources					
59600 Reimbursements					
59000 Miscellaneous Revenues	<u>12,639</u>	<u>5,742</u>	<u>5,100</u>	<u>5,100</u>	<u>5,100</u>
50000 Revenues	<u>12,639</u>	<u>5,742</u>	<u>5,100</u>	<u>5,100</u>	<u>5,100</u>
60000 Other Financing Sources					
62000 Prior Year Revenue		(5,742)	(5,100)	(5,100)	(5,100)
60000 Other Financing Sources		<u>(5,742)</u>	<u>(5,100)</u>	<u>(5,100)</u>	<u>(5,100)</u>
00222 FE Williams	<u>12,639</u>				



City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds	Golf			Company: 00223	
Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00223 Golf					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	165,176	191,153	240,873	241,126	241,126
50100 General Property Taxes	165,176	191,153	240,873	241,126	241,126
50099 Taxes	165,176	191,153	240,873	241,126	241,126
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	2,088	2,088	2,088	2,088	2,088
54001 State Revenues	2,088	2,088	2,088	2,088	2,088
54300 County Revenues					
54400 Federal Revenues					
54500 Township/City Revenues					
54600 School District Revenues					
54000 Intergovernmental Revenue	2,088	2,088	2,088	2,088	2,088
55000 Charges for Services					
55001 Service Fees					
56000 Membership/User Fees					
56010 Family Membership	26,130	53,500	53,500	53,500	53,500
56020 Spouse/Couple Membership	40,948	32,000	32,000	32,000	32,000
56021 Senior Spouse Membership	95,108	89,000	89,000	89,000	89,000
56030 Senior Membership	161,585	159,000	159,000	159,000	159,000
56040 Adult Membership	134,416	150,500	150,500	150,500	150,500
56050 Young Adult Membership	37,672	43,000	43,000	43,000	43,000
56051 Young Adult Couple Membership	10,037	9,000	9,000	9,000	9,000
56055 Futures Membership (ages21-25)	43,185	44,000	44,000	44,000	44,000
56060 Junior Membership	12,614	14,000	14,000	14,000	14,000
56080 Patron Card	17,244	38,000	38,000	38,000	38,000
56000 Membership/User Fees	578,939	632,000	632,000	632,000	632,000
56300 Rentals & User Fees					
56360 Golf Balls - small basket	63,636	74,500	74,500	74,500	74,500
56390 Green Fees-Junior(02-07=3Hole)	10,801	12,200	12,200	12,200	12,200
56392 Green Fees - 9 Hole	204,152	252,500	252,500	252,500	252,500
56393 Green Fees - 2nd 9 Hole	3,319	3,100	3,100	3,100	3,100
56394 Green Fees - 18 Hole	175,470	199,000	199,000	199,000	199,000
56397 Patron Green Fees - 9 Hole	42,540	37,000	37,000	37,000	37,000
56398 Patron Green Fees - 2nd 9 Hole	1,319	700	700	700	700
56399 Patron Green Fees - 18 Hole	18,041	29,300	29,300	29,300	29,300
56402 Golf Cart Use Fee	102,417	130,200	130,200	130,200	130,200
56403 Discounts/Coupons	(10)				
56300 Rentals & User Fees	621,685	738,500	738,500	738,500	738,500
57500 Program Fees					
58280 Golf Camp Fees	16,016	15,000	15,000	15,000	15,000
57500 Program Fees	16,016	15,000	15,000	15,000	15,000
58850 Advertising					

City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds	Golf			Company: 00223	
Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
58900 Commissions					
58949 Misc Other Commissions	50,817	62,200	62,200	62,200	62,200
58900 Commissions	50,817	62,200	62,200	62,200	62,200
58950 Concessions					
55000 Charges for Services	1,267,457	1,447,700	1,447,700	1,447,700	1,447,700
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	(1,152)				
59020 Interest	(1,152)				
59080 Rental of Real Property					
59089 Real Property Rental	11,155	10,000	10,000	10,000	10,000
59080 Rental of Real Property	11,155	10,000	10,000	10,000	10,000
59100 Sale of Property					
59195 Other Sale of Property	289				
59100 Sale of Property	289				
59500 Private Sources					
59560 Individual & Business Funds	31,039	9,500	9,500	9,500	9,500
59500 Private Sources	31,039	9,500	9,500	9,500	9,500
59600 Reimbursements					
59700 Other					
59730 Allow for Uncoll A/R	(4)				
59700 Other	(4)				
59000 Miscellaneous Revenues	41,327	19,500	19,500	19,500	19,500
50000 Revenues	1,476,048	1,660,441	1,710,161	1,710,414	1,710,414
60000 Other Financing Sources					
60100 Operating Transfers In					
62000 Prior Year Revenue			6,244	6,244	6,244
60000 Other Financing Sources			6,244	6,244	6,244
00223 Golf	1,476,048	1,660,441	1,716,405	1,716,658	1,716,658

City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Graham Arena

Company: 00224

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00224 Graham Arena					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	45,243	16,453	34,102	34,163	34,163
50100 General Property Taxes	45,243	16,453	34,102	34,163	34,163
50099 Taxes	45,243	16,453	34,102	34,163	34,163
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	772	772	772	772	772
54001 State Revenues	772	772	772	772	772
54300 County Revenues					
54301 County Appropriations	74,024	15,526	38,819	38,880	38,880
54300 County Revenues	74,024	15,526	38,819	38,880	38,880
54000 Intergovernmental Revenue	74,796	16,298	39,591	39,652	39,652
55000 Charges for Services					
55001 Service Fees					
56300 Rentals & User Fees					
56850 Building Rental	137,556	150,000	130,000	130,000	130,000
56880 Equipment Rental		3,000	3,000	3,000	3,000
56920 Ice Rental	523,056	566,500	566,500	566,500	566,500
56300 Rentals & User Fees	660,612	719,500	699,500	699,500	699,500
57500 Program Fees					
57921 Summer Hockey League	23,215	22,500	22,500	22,500	22,500
57500 Program Fees	23,215	22,500	22,500	22,500	22,500
58850 Advertising					
58899 Other Advertising Revenue	1,400	11,400	11,400	11,400	11,400
58850 Advertising	1,400	11,400	11,400	11,400	11,400
58900 Commissions					
58949 Misc Other Commissions	30,767	8,000	8,000	8,000	8,000
58900 Commissions	30,767	8,000	8,000	8,000	8,000
58950 Concessions					
55000 Charges for Services	715,994	761,400	741,400	741,400	741,400
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	(3,107)	(1,700)	(1,700)	(1,700)	(1,700)
59020 Interest	(3,107)	(1,700)	(1,700)	(1,700)	(1,700)
59080 Rental of Real Property					
59100 Sale of Property					
59500 Private Sources					
59600 Reimbursements					

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

Graham Arena

Company: 00224

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
59700 Other					
59730 Allow for Uncoll A/R	(9,876)				
59700 Other	(9,876)				
59000 Miscellaneous Revenues	(12,983)	(1,700)	(1,700)	(1,700)	(1,700)
50000 Revenues	823,050	792,451	813,393	813,515	813,515
60000 Other Financing Sources					
60100 Operating Transfers In					
62000 Prior Year Revenue			5,645	5,645	5,645
60000 Other Financing Sources			5,645	5,645	5,645
00224 Graham Arena	823,050	792,451	819,038	819,160	819,160



**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

Mayo Civic Center

Company: 00225

Description	2018		2020 Budget		
	Actuals	Budget	Requested	Recommended	Adopted
00225 Mayo Civic Center					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50250 Non Property Taxes					
50251 Hotel/Motel Tax	1,831,857	2,397,270	230,959	230,959	230,959
50250 Non Property Taxes	1,831,857	2,397,270	230,959	230,959	230,959
50099 Taxes	1,831,857	2,397,270	230,959	230,959	230,959
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	4,580	4,580			
54001 State Revenues	4,580	4,580			
54000 Intergovernmental Revenue	4,580	4,580			
55000 Charges for Services					
55001 Service Fees					
55390 Other Charges for Services	131,509	80,000			
55001 Service Fees	131,509	80,000			
56300 Rentals & User Fees					
56305 Audiovisual Equipmnt Rental Fee	615,593	320,000			
56600 Ambulance Service	2,950	2,500			
56610 Credit Card Percentage	25,529	24,000			
56620 Electrical Services	79,502	70,000			
56630 Event Services	9,555	6,500			
56635 Internet Service/Card	45,525	25,000			
56640 Personnel Services	21,860	20,000			
56650 Promoter's Box Ofc Charge	55,174	38,000			
56670 Event Staff Services-Stagehnds	295,751	250,000			
56671 Event Staff Services-Ushers	74,914	60,000			
56672 Event Staff Services-Security	65,178	45,000			
56680 Telephone Services	600	1,000			
56690 Ticket Surcharge/Facility Fee	102,496	96,000			
56700 Ticketmaster Charges	14,249	11,000			
56850 Building Rental	1,752,449	1,475,000			
56880 Equipment Rental	45,439	40,000			
57490 Misc Rental/User Fees	12,714	5,000			
56300 Rentals & User Fees	3,219,478	2,489,000			
57500 Program Fees					
58850 Advertising					
58875 Scoreboard/Marquee Advertising	1,928	1,500			
58899 Other Advertising Revenue	2,600	1,000			
58850 Advertising	4,528	2,500			
58900 Commissions					
58910 Catering percentage	459,640	295,000			
58930 Show Settlements	(5,231)				
58949 Misc Other Commissions	19,031	13,000			
58900 Commissions	473,440	308,000			
58950 Concessions					
58958 Miscellaneous Concessions	83	500			
58959 Non-Alc Beverages Concessions	203,755	175,000			

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

Mayo Civic Center

Company: 00225

Description	2018	2019	Requested	2020 Budget	
	Actuals	Budget		Recommended	Adopted
58960 Food/Product Sale Concessions	292,024	275,000			
58961 Alcohol Sale Concessions	171,113	180,000			
58962 Catering Sales-Food&Beverages	344,888	220,000			
58963 CateringSales-AlcoholBeverages	108,312	65,000			
58964 CateringSales-Misc Products	10,039	500			
58965 CateringSales-Non-AlcBeverages	62,964	45,000			
58980 Vending Machine Concessions	14,349	10,000			
58950 Concessions	1,207,527	971,000			
55000 Charges for Services	5,036,482	3,850,500			
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	19,630				
59025 Net Unrldz Gain(Loss) F/V Invs	(7,100)				
59029 Interest - Other	570	40			
59020 Interest	13,100	40			
59080 Rental of Real Property					
59100 Sale of Property					
59500 Private Sources					
59600 Reimbursements					
59661 Witness Fee/Jury Duty Reimburs	60				
59690 Insurance Reimbursement	1,554				
59695 Other Reimbursements	16,256	13,750			
59600 Reimbursements	17,870	13,750			
59700 Other					
59710 Cash Over & Short	(18)				
59730 Allow for Uncoll A/R	674				
59700 Other	656				
59000 Miscellaneous Revenues	31,626	13,790			
50000 Revenues	6,904,545	6,266,140	230,959	230,959	230,959
60000 Other Financing Sources					
60100 Operating Transfers In					
62000 Prior Year Revenue		46,105			
60000 Other Financing Sources		46,105			
00225 Mayo Civic Center	6,904,545	6,312,245	230,959	230,959	230,959

City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

National Volleyball Center

Company: 00226

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00226 National Volleyball Center					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	12,554	6,794	15,234		
50100 General Property Taxes	12,554	6,794	15,234		
50099 Taxes	12,554	6,794	15,234		
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	300	300	300	300	300
54001 State Revenues	300	300	300	300	300
54600 School District Revenues					
54601 School District Appropriations	3,409	7,694	16,133		
54600 School District Revenues	3,409	7,694	16,133		
54000 Intergovernmental Revenue	3,709	7,994	16,433	300	300
55000 Charges for Services					
55001 Service Fees					
56300 Rentals & User Fees					
56330 Daily Fees - Adult	14,151	15,000	15,000	15,000	15,000
56340 Daily Fees - Student	4,614	6,000	6,000	6,000	6,000
56480 Punch Cards - Adult	1,942	3,000	3,000	3,000	3,000
56490 Punch Cards - Student	330	300	300	300	300
56900 Gym Rental	237,350	225,000	225,000	245,000	245,000
56300 Rentals & User Fees	258,387	249,300	249,300	269,300	269,300
57500 Program Fees					
57920 Jr Olympics Power VB League	25,907	50,000	50,000	60,000	60,000
57500 Program Fees	25,907	50,000	50,000	60,000	60,000
58850 Advertising					
58899 Other Advertising Revenue	1,880	8,000	8,000	8,000	8,000
58850 Advertising	1,880	8,000	8,000	8,000	8,000
58900 Commissions					
58949 Misc Other Commissions	54,045	42,000	42,000	50,000	50,000
58900 Commissions	54,045	42,000	42,000	50,000	50,000
58950 Concessions					
55000 Charges for Services	340,219	349,300	349,300	387,300	387,300
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	894	600	600	600	600
59025 Net Unrlzd Gain(Loss) F/V Invs	100				
59020 Interest	994	600	600	600	600
59700 Other					
59730 Allow for Uncoll A/R	(1,656)				
59700 Other	(1,656)				
59000 Miscellaneous Revenues	(662)	600	600	600	600

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

National Volleyball Center

Company: 00226

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
50000 Revenues	355,820	364,688	381,567	388,200	388,200
60000 Other Financing Sources					
62010 Fund Balance/Retained Earnings				(3,276)	(3,276)
60000 Other Financing Sources				(3,276)	(3,276)
00226 National Volleyball Center	355,820	364,688	381,567	384,924	384,924



City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Recreation Center

Company: 00227

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00227 Recreation Center					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	463,580	421,237	473,708	463,899	463,899
50100 General Property Taxes	463,580	421,237	473,708	463,899	463,899
50099 Taxes	463,580	421,237	473,708	463,899	463,899
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	1,652	1,652	1,652	1,652	1,652
54001 State Revenues	1,652	1,652	1,652	1,652	1,652
54000 Intergovernmental Revenue	1,652	1,652	1,652	1,652	1,652
55000 Charges for Services					
56000 Membership/User Fees					
56010 Family Membership	1,435	2,000	2,000	2,000	2,000
56030 Senior Membership	2,977	3,000	3,000	3,000	3,000
56040 Adult Membership	5,792	5,000	5,000	5,000	5,000
56070 Youth Membership	508	1,000	1,000	1,000	1,000
56000 Membership/User Fees	10,712	11,000	11,000	11,000	11,000
56300 Rentals & User Fees					
56330 Daily Fees - Adult	43,354	40,000	40,000	40,000	40,000
56340 Daily Fees - Student	45,329	42,000	42,000	42,000	42,000
56480 Punch Cards - Adult	10,591	6,000	6,000	6,000	6,000
56490 Punch Cards - Student	1,961	2,000	2,000	2,000	2,000
56640 Personnel Services	3,500	3,500	3,500	3,500	3,500
56900 Gym Rental	9,804	8,000	8,000	8,000	8,000
56920 Ice Rental	531,285	560,000	540,000	540,000	540,000
56960 Locker Rentals	8,350	6,000	6,000	6,000	6,000
57000 Meeting Room	2,860	3,500	3,500	3,500	3,500
57040 Pool Rental	243,702	290,000	280,000	280,000	280,000
57090 Skate rentals	21,351	22,000	22,000	22,000	22,000
56300 Rentals & User Fees	922,087	983,000	953,000	953,000	953,000
57500 Program Fees					
58850 Advertising					
58865 Ice Resurfacers Advertising		4,000	4,000	4,000	4,000
58899 Other Advertising Revenue	10,820	15,000	15,000	15,000	15,000
58850 Advertising	10,820	19,000	19,000	19,000	19,000
58900 Commissions					
58911 Commissions-Concession Sales	17,452	10,000	10,000	10,000	10,000
58912 Commissions-Vending Machines	4,468	3,000	3,000	3,000	3,000
58900 Commissions	21,920	13,000	13,000	13,000	13,000
58950 Concessions					
55000 Charges for Services	965,539	1,026,000	996,000	996,000	996,000
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	8,648	4,500	4,500	4,500	4,500
59025 Net Unrlzd Gain(Loss) F/V Invs	3,000	(200)	(200)	(200)	(200)

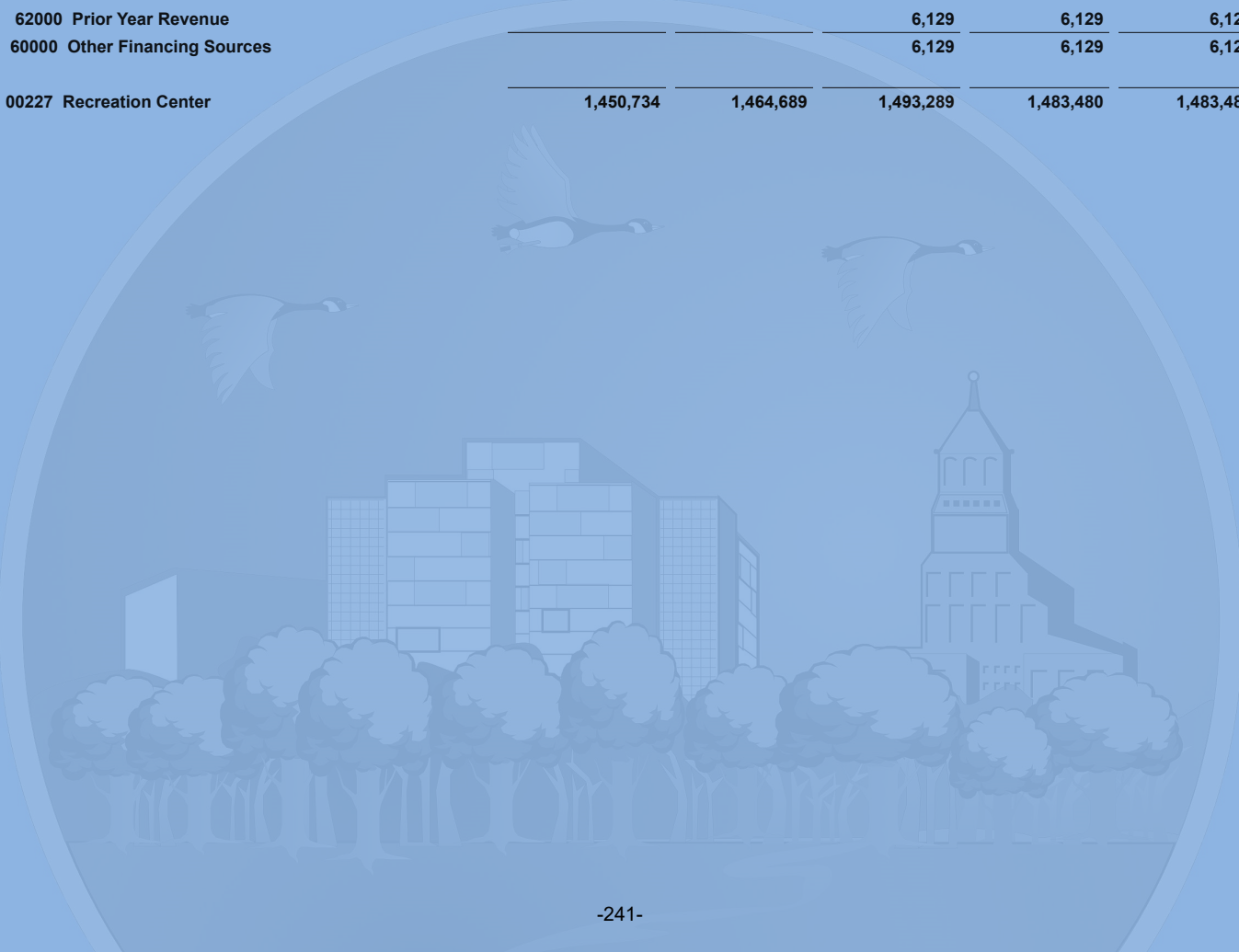
City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Recreation Center

Company: 00227

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
59020 Interest	11,648	4,300	4,300	4,300	4,300
59080 Rental of Real Property					
59089 Real Property Rental	11,431	11,500	11,500	11,500	11,500
59080 Rental of Real Property	11,431	11,500	11,500	11,500	11,500
59100 Sale of Property					
59500 Private Sources					
59600 Reimbursements					
59695 Other Reimbursements	3,553				
59600 Reimbursements	3,553				
59700 Other					
59710 Cash Over & Short	(15)				
59730 Allow for Uncoll A/R	(6,654)				
59700 Other	(6,669)				
59000 Miscellaneous Revenues	19,963	15,800	15,800	15,800	15,800
50000 Revenues	1,450,734	1,464,689	1,487,160	1,477,351	1,477,351
60000 Other Financing Sources					
60100 Operating Transfers In					
62000 Prior Year Revenue			6,129	6,129	6,129
60000 Other Financing Sources			6,129	6,129	6,129
00227 Recreation Center	1,450,734	1,464,689	1,493,289	1,483,480	1,483,480



City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Airport Fund

Company: 00270

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00270 Airport Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	521,992	511,763	557,907	557,907	557,907
50100 General Property Taxes	521,992	511,763	557,907	557,907	557,907
50099 Taxes	521,992	511,763	557,907	557,907	557,907
54000 Intergovernmental Revenue					
54001 State Revenues					
54200 State Grants	315,187	249,935	279,543	279,543	279,543
54001 State Revenues	315,187	249,935	279,543	279,543	279,543
54300 County Revenues					
54400 Federal Revenues					
54000 Intergovernmental Revenue	315,187	249,935	279,543	279,543	279,543
55000 Charges for Services					
55001 Service Fees					
55300 Airport Landing Fees	740,968	675,684	675,684	750,000	750,000
55390 Other Charges for Services	741,480	736,913	741,716	741,716	741,716
55001 Service Fees	1,482,448	1,412,597	1,417,400	1,491,716	1,491,716
56300 Rentals & User Fees					
58850 Advertising					
58899 Other Advertising Revenue	15,513	15,000	8,000	8,000	8,000
58850 Advertising	15,513	15,000	8,000	8,000	8,000
58900 Commissions					
58920 Contract Fees	74,233	54,915	54,915	65,000	65,000
58949 Misc Other Commissions	583,369	629,841	576,859	576,859	576,859
58900 Commissions	657,602	684,756	631,774	641,859	641,859
58950 Concessions					
55000 Charges for Services	2,155,563	2,112,353	2,057,174	2,141,575	2,141,575
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	40,781	7,500	7,500	7,500	7,500
59025 Net Unrlzd Gain(Loss) F/V Invs		(700)	(700)	(700)	(700)
59029 Interest - Other	4,299	3,500	3,500	3,500	3,500
59020 Interest	45,080	10,300	10,300	10,300	10,300
59080 Rental of Real Property					
59084 Parking Lot Rentals	887,505	750,854	800,000	862,000	862,000
59089 Real Property Rental	1,903,382	1,884,363	2,024,514	2,024,514	2,024,514
59080 Rental of Real Property	2,790,887	2,635,217	2,824,514	2,886,514	2,886,514
59100 Sale of Property					
59500 Private Sources					
59600 Reimbursements					

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

Airport Fund

Company: 00270

Description	2018	2019	Requested	2020 Budget	
	Actuals	Budget		Recommended	Adopted
59683 US Customs Service O/T-FBO	34,132	39,000	39,000	39,000	39,000
59600 Reimbursements	34,132	39,000	39,000	39,000	39,000
59700 Other					
59000 Miscellaneous Revenues	2,870,099	2,684,517	2,873,814	2,935,814	2,935,814
50000 Revenues	5,862,841	5,558,568	5,768,438	5,914,839	5,914,839
60000 Other Financing Sources					
60100 Operating Transfers In					
62010 Fund Balance/Retained Earnings		(748,309)	(1,085,342)	(881,743)	(881,743)
60000 Other Financing Sources		(748,309)	(1,085,342)	(881,743)	(881,743)
00270 Airport Fund	5,862,841	4,810,259	4,683,096	5,033,096	5,033,096



City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Transit Fund

Company: 00280

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00280 Transit Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	172				
50100 General Property Taxes	172				
50099 Taxes	172				
52000 Fines, Forfeits, and Penalties					
52001 Fines, Forfeits, and Penalties					
54000 Intergovernmental Revenue					
54001 State Revenues					
54200 State Grants	5,932,073	8,262,050	9,246,060	9,844,660	9,844,660
54001 State Revenues	5,932,073	8,262,050	9,246,060	9,844,660	9,844,660
54300 County Revenues					
54400 Federal Revenues					
54401 Federal Grants	1,909,617	2,000,000	2,000,000	2,000,000	2,000,000
54400 Federal Revenues	1,909,617	2,000,000	2,000,000	2,000,000	2,000,000
54000 Intergovernmental Revenue	7,841,690	10,262,050	11,246,060	11,844,660	11,844,660
55000 Charges for Services					
55001 Service Fees					
55390 Other Charges for Services	176,679	209,000	209,000	209,000	209,000
55001 Service Fees	176,679	209,000	209,000	209,000	209,000
56300 Rentals & User Fees					
57405 Transit Bus Passes	1,325,051	1,562,000	1,562,000	1,562,000	1,562,000
56300 Rentals & User Fees	1,325,051	1,562,000	1,562,000	1,562,000	1,562,000
58850 Advertising					
58899 Other Advertising Revenue	72,805	70,000	96,000	96,000	96,000
58850 Advertising	72,805	70,000	96,000	96,000	96,000
55000 Charges for Services	1,574,535	1,841,000	1,867,000	1,867,000	1,867,000
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	45,212	26,700	26,700	26,700	26,700
59025 Net Unrldz Gain(Loss) F/V Invs	6,600	(1,000)	(1,000)	(1,000)	(1,000)
59020 Interest	51,812	25,700	25,700	25,700	25,700
59100 Sale of Property					
59195 Other Sale of Property	500				
59100 Sale of Property	500				
59500 Private Sources					
59560 Individual & Business Funds	1,473,530	1,466,200	1,932,500	2,079,500	2,079,500
59500 Private Sources	1,473,530	1,466,200	1,932,500	2,079,500	2,079,500
59600 Reimbursements					
59690 Insurance Reimbursement	42,952				
59695 Other Reimbursements	940				
59600 Reimbursements	43,892				

City of Rochester, MN
Revenues to Support the Adopted Budget

Special Revenue Funds

Transit Fund

Company: 00280

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
59700 Other					
59730 Allow for Uncoll A/R	265				
59700 Other	265				
59000 Miscellaneous Revenues	1,569,999	1,491,900	1,958,200	2,105,200	2,105,200
50000 Revenues	10,986,396	13,594,950	15,071,260	15,816,860	15,816,860
60000 Other Financing Sources					
60100 Operating Transfers In					
62010 Fund Balance/Retained Earnings		(274,271)	(999,460)	(1,011,252)	(1,011,252)
60000 Other Financing Sources		(274,271)	(999,460)	(1,011,252)	(1,011,252)
00280 Transit Fund	10,986,396	13,320,679	14,071,800	14,805,608	14,805,608



**City of Rochester, MN
Revenues to Support the Adopted Budget**

Special Revenue Funds

EDA Administration Fund

Company: 00290

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00290 EDA Administration Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
54000 Intergovernmental Revenue					
54001 State Revenues					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	12,473	8,300	8,300	8,300	8,300
59025 Net Unrlzd Gain(Loss) F/V Invs	2,700	(1,200)	(1,200)	(1,200)	(1,200)
59020 Interest	15,173	7,100	7,100	7,100	7,100
59080 Rental of Real Property					
59089 Real Property Rental	2,596,274	2,646,029	2,646,029	2,646,029	2,646,029
59080 Rental of Real Property	2,596,274	2,646,029	2,646,029	2,646,029	2,646,029
59600 Reimbursements					
59690 Insurance Reimbursement	10,464				
59600 Reimbursements	10,464				
59700 Other					
59730 Allow for Uncoll A/R	2,506	(2,000)	(2,000)	(2,000)	(2,000)
59700 Other	2,506	(2,000)	(2,000)	(2,000)	(2,000)
59000 Miscellaneous Revenues	2,624,417	2,651,129	2,651,129	2,651,129	2,651,129
50000 Revenues	2,624,417	2,651,129	2,651,129	2,651,129	2,651,129
60000 Other Financing Sources					
62010 Fund Balance/Retained Earnings		(96,210)	(325,509)	(325,509)	(325,509)
60000 Other Financing Sources		(96,210)	(325,509)	(325,509)	(325,509)
00290 EDA Administration Fund	2,624,417	2,554,919	2,325,620	2,325,620	2,325,620

City of Rochester, MN
Revenues to Support the Adopted Budget

Enterprise Funds

Parking Enterprise Fund

Company: 00601

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00601 Parking Enterprise Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
51000 Licenses and Permits					
51220 Non Business Licenses /Permits					
51380 Residential Parkin	38,793	40,000	40,000	40,000	40,000
51774 Obstruction Permits	4,683	2,000	2,000	2,000	2,000
51220 Non Business Licenses /Permits	<u>43,476</u>	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>	<u>42,000</u>
51000 Licenses and Permits	43,476	42,000	42,000	42,000	42,000
52000 Fines, Forfeits, and Penalties					
52001 Fines, Forfeits, and Penalties					
52120 Parking Fines Collected - City	295,207	370,000	370,000	370,000	370,000
52121 Parking Fines/Warrnts-Govt Ctr	6,740				
52130 Parkg Warrant-County Collected	65				
52131 Parking Warrant-City Collected	1,403				
52001 Fines, Forfeits, and Penalties	<u>303,415</u>	<u>370,000</u>	<u>370,000</u>	<u>370,000</u>	<u>370,000</u>
52000 Fines, Forfeits, and Penalties	303,415	370,000	370,000	370,000	370,000
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	577	577	577	577	577
54001 State Revenues	<u>577</u>	<u>577</u>	<u>577</u>	<u>577</u>	<u>577</u>
54300 County Revenues					
54400 Federal Revenues					
54000 Intergovernmental Revenue	577	577	577	577	577
55000 Charges for Services					
55001 Service Fees					
56000 Membership/User Fees					
56255 CashKey Meter Reve	(124)				
56260 Street Meter Coin	1,004,923	1,000,000	1,000,000	1,000,000	1,000,000
56270 Parking Ramps	5,381,851	7,418,756	7,418,756	7,418,756	7,418,756
56280 Meter Bag/Courtesy Prkg Rev	74,124	40,000	75,000	75,000	75,000
56290 Lot Meter Coin Revenue	139,565	144,000	144,000	144,000	144,000
56295 Non-metered Parking Lots	430,028	377,080	430,000	430,000	430,000
56000 Membership/User Fees	<u>7,030,367</u>	<u>8,979,836</u>	<u>9,067,756</u>	<u>9,067,756</u>	<u>9,067,756</u>
55000 Charges for Services	7,030,367	8,979,836	9,067,756	9,067,756	9,067,756
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	259,424	205,000	205,000	205,000	205,000
59025 Net Unrlzd Gain(Loss) F/V Invs	65,400	(25,000)	(25,000)	(25,000)	(25,000)
59020 Interest	<u>324,824</u>	<u>180,000</u>	<u>180,000</u>	<u>180,000</u>	<u>180,000</u>
59100 Sale of Property					
59600 Reimbursements					
59695 Other Reimbursements	4,042				

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Enterprise Funds

Parking Enterprise Fund

Company: 00601

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
59600 Reimbursements	4,042				
59700 Other					
59710 Cash Over & Short	4				
59711 GASB 68 Pension Revenue	1,650				
59730 Allow for Uncoll A/R	515				
59700 Other	2,169				
59000 Miscellaneous Revenues	331,035	180,000	180,000	180,000	180,000
50000 Revenues	7,708,870	9,572,413	9,660,333	9,660,333	9,660,333
60000 Other Financing Sources					
60080 Capital Contributions					
60100 Operating Transfers In					
60404 Oper Trf fr 404-Construction	25,992				
60100 Operating Transfers In	25,992				
62000 Prior Year Revenue			16,650	16,650	16,650
62010 Fund Balance/Retained Earnings		(2,891,005)	(2,847,777)	(2,845,980)	(2,845,980)
60000 Other Financing Sources	25,992	(2,891,005)	(2,831,127)	(2,829,330)	(2,829,330)
00601 Parking Enterprise Fund	7,734,862	6,681,408	6,829,206	6,831,003	6,831,003



City of Rochester, MN
Revenues to Support the Adopted Budget

Enterprise Funds

Sewer Utility Enterprise Fund

Company: 00607

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00607 Sewer Utility Enterprise Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50200 General Sales and Use Tax					
51000 Licenses and Permits					
51001 Business Licenses and Permits					
51190 Other Business	800	900	800	800	800
51001 Business Licenses and Permits	800	900	800	800	800
51000 Licenses and Permits	800	900	800	800	800
52000 Fines, Forfeits, and Penalties					
52001 Fines, Forfeits, and Penalties					
54000 Intergovernmental Revenue					
54001 State Revenues					
54173 State - PERA Aid	9,219	9,219	9,219	9,219	9,219
54001 State Revenues	9,219	9,219	9,219	9,219	9,219
54400 Federal Revenues					
54000 Intergovernmental Revenue	9,219	9,219	9,219	9,219	9,219
55000 Charges for Services					
55001 Service Fees					
55370 Leachate Treatment	27,146	26,000	28,000	28,000	28,000
55374 Non-CitySewerDistrictDischarge	40,072	42,000	40,000	40,000	40,000
55375 Sewage Disposal	100,044	20,000	40,000	40,000	40,000
55376 Fats,Oils&Greases (FOG) Fees	7,322	9,000	10,000	10,000	10,000
55377 Portable Toilet Disposal	40,529	70,000	75,000	75,000	75,000
55390 Other Charges for Services	426	500	500	500	500
55001 Service Fees	215,539	167,500	193,500	193,500	193,500
56300 Rentals & User Fees					
57410 Sn/Sewer Service Charge	26,180,010	27,000,000	28,500,000	28,500,000	28,500,000
56300 Rentals & User Fees	26,180,010	27,000,000	28,500,000	28,500,000	28,500,000
55000 Charges for Services	26,395,549	27,167,500	28,693,500	28,693,500	28,693,500
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	545,154	311,000	311,000	311,000	311,000
59025 Net Unrlzd Gain(Loss) F/V Invs	120,300	(90,000)	(90,000)	(90,000)	(90,000)
59020 Interest	665,454	221,000	221,000	221,000	221,000
59080 Rental of Real Property					
59089 Real Property Rental	48,700	66,000	65,000	65,000	65,000
59080 Rental of Real Property	48,700	66,000	65,000	65,000	65,000
59100 Sale of Property					
59130 Materials and Supplies	2,048	3,000	3,000	3,000	3,000
59100 Sale of Property	2,048	3,000	3,000	3,000	3,000
59600 Reimbursements					
59695 Other Reimbursements	3,725	15,000	10,000	10,000	10,000

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Enterprise Funds

Sewer Utility Enterprise Fund

Company: 00607

Description	2018	2019	Requested	2020 Budget	Adopted
	Actuals	Budget		Recommended	
59600 Reimbursements	3,725	15,000	10,000	10,000	10,000
59700 Other					
59711 GASB 68 Pension Revenue	18,707				
59730 Allow for Uncoll A/R	(2,516)				
59700 Other	16,191				
59000 Miscellaneous Revenues	736,118	305,000	299,000	299,000	299,000
50000 Revenues	27,141,686	27,482,619	29,002,519	29,002,519	29,002,519
60000 Other Financing Sources					
60080 Capital Contributions					
60081 Contributed Capital -Donations	388,068				
60082 ContributdCapital-Municipality	703,961				
60080 Capital Contributions	1,092,029				
60100 Operating Transfers In					
62000 Prior Year Revenue			49,566	49,566	49,566
62010 Fund Balance/Retained Earnings		(1,347,036)	(1,763,798)	746,130	(2,421,545)
60000 Other Financing Sources	1,092,029	(1,347,036)	(1,714,232)	795,696	(2,371,979)
00607 Sewer Utility Enterprise Fund	28,233,715	26,135,583	27,288,287	29,798,215	26,630,540



City of Rochester, MN
Revenues to Support the Adopted Budget

Enterprise Funds

StormWaterUtility EntrpriseFnd

Company: 00609

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00609 StormWaterUtility EntrpriseFnd					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
51000 Licenses and Permits					
51001 Business Licenses and Permits					
51220 Non Business Licenses /Permits					
51770 Grading Permit	19,561	17,000	19,500	19,500	19,500
51220 Non Business Licenses /Permits	19,561	17,000	19,500	19,500	19,500
51000 Licenses and Permits	19,561	17,000	19,500	19,500	19,500
54000 Intergovernmental Revenue					
54001 State Revenues					
54400 Federal Revenues					
55000 Charges for Services					
55001 Service Fees					
55136 Grading Plan Check Fee	4,930	4,000	4,900	4,900	4,900
55001 Service Fees	4,930	4,000	4,900	4,900	4,900
56300 Rentals & User Fees					
57415 Storm Water Utility Fee	6,988,644	6,938,000	8,572,000	8,572,000	8,572,000
56300 Rentals & User Fees	6,988,644	6,938,000	8,572,000	8,572,000	8,572,000
55000 Charges for Services	6,993,574	6,942,000	8,576,900	8,576,900	8,576,900
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	214,915	124,000	124,000	124,000	124,000
59025 Net Unrlzd Gain(Loss) F/V Invs	32,400	(5,000)	(5,000)	(5,000)	(5,000)
59020 Interest	247,315	119,000	119,000	119,000	119,000
59080 Rental of Real Property					
59100 Sale of Property					
59500 Private Sources					
59600 Reimbursements					
59661 Witness Fee/Jury Duty Reimburs	20				
59600 Reimbursements	20				
59700 Other					
59711 GASB 68 Pension Revenue	2,141				
59730 Allow for Uncoll A/R	750				
59700 Other	2,891				
59000 Miscellaneous Revenues	250,226	119,000	119,000	119,000	119,000
50000 Revenues	7,263,361	7,078,000	8,715,400	8,715,400	8,715,400
60000 Other Financing Sources					
60080 Capital Contributions					
60081 Contributed Capital -Donations	697,021				

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Enterprise Funds

StormWaterUtility EntrpriseFnd

Company: 00609

Description	2018	2019	Requested	2020 Budget	
	Actuals	Budget		Recommended	Adopted
60082 ContributdCapital-Municipality	2,283,259				
60080 Capital Contributions	2,980,280				
60100 Operating Transfers In					
62000 Prior Year Revenue			4,051	4,051	4,051
62010 Fund Balance/Retained Earnings		(1,383,583)	550,034	(1,473,094)	(1,473,094)
60000 Other Financing Sources	2,980,280	(1,383,583)	554,085	(1,469,043)	(1,469,043)
00609 StormWaterUtility EntrpriseFnd	10,243,641	5,694,417	9,269,485	7,246,357	7,246,357



City of Rochester, MN
Revenues to Support the Adopted Budget

Component Unit	Rochester EDA			Company: 00840	
Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00840 Rochester EDA					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
54000 Intergovernmental Revenues					
54001 State Revenues					
54300 County Revenues					
54400 Federal Revenues					
59000 Miscellaneous Revenues					
59020 Interest Revenue					
59029 Other Interest Revenue	20,638				
59020 Interest Revenue	20,638				
59080 Rental of Real Property					
59100 Sale of Property					
59500 Private Sources					
59000 Miscellaneous Revenues	20,638				
50000 Revenues	20,638				
60000 Other Financing Sources					
60100 Operating Transfers In					
60290 Oper Trf fr 290 EDA Admin Fund	929,726	1,172,619	943,320	943,320	943,320
60100 Operating Transfers In	929,726	1,172,619	943,320	943,320	943,320
60000 Other Financing Sources	929,726	1,172,619	943,320	943,320	943,320
00840 Rochester EDA	950,364	1,172,619	943,320	943,320	943,320

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Section III

Internal Service

Budget Details

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<u>FUNCTION:</u> Internal Service Funds				Equipment Revolving	<u>ACCT NO.</u>
				Eq Revl Debt Service	701-49901
				Copy Center	701-49904,5,7
				ITRF Capital	701-49906
				ITRF Integration	702-49911
				ITRF Library	702-49912
				ITRF MCC	702-49913
				ITRF RPW	702-49914
			ITRF P&R	702-49915	
SUMMARY					
			2020		
<u>ITEM</u>	<u>2018 ACTUAL</u>	<u>2019 BUDGET</u>	<u>REQUESTED</u>	<u>RECOMMENDED</u>	<u>ADOPTED</u>
701 Company					
Equipment					
Revolving	6,560,645	7,251,502	3,588,688	6,435,769	6,435,769
Debt Service *	172,367	267,477	156,690	156,690	156,690
Copy Center	32,705	22,192	24,503	42,524	42,524
Subtotal	<u>6,765,717</u>	<u>7,541,171</u>	<u>3,769,881</u>	<u>6,634,983</u>	<u>6,634,983</u>
702 Company					
ITRF	1,864,605	1,215,505	1,442,292	1,442,292	1,442,292
ITRF Integration	95,324	157,500	169,915	169,915	169,915
ITRF Library	75,775	87,025	96,196	243,887	243,887
ITRF MCC	51,583	50,686	50,686	50,686	50,686
ITRF RPW	250,497	264,751	246,025	246,025	246,025
ITRF P&R	1,709	1,709	-	-	-
Subtotal	<u>2,339,493</u>	<u>1,777,176</u>	<u>2,005,114</u>	<u>2,152,805</u>	<u>2,152,805</u>
TOTAL	<u>9,105,210</u>	<u>9,318,347</u>	<u>5,774,995</u>	<u>8,787,788</u>	<u>8,787,788</u>

FUNCTION Equipment Revolving

The purpose of this fund is to provide financing for the purchase of replacement equipment. City departments pay rental charges for equipment used. Rental charges include charges for depreciation. Funds are used only for the purchase of vehicular equipment as approved by the Common Council. This fund provides for the orderly replacement of equipment and avoids large increases in the tax levy in any one year for equipment purchases.

FUNCTION Copy Center

This account provides for supplies, maintenance, and equipment charges for the City Hall copy machines. Charges are made to the departments on the basis of actual use, which provides for the eventual replacement of equipment.

FUNCTION Computer Technology Revolving

The purpose of this fund is to: 1) provide for the purchase and upgrading of computer equipment and base-system software, 2) maintain current computer hardware. User charges will be assessed against the City departments using personal computers.

* includes principal amounts

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City of Rochester, MN
Expenditure Adopted Budget

Account Number
00701 49900

Internal Service Description	Equipment Revolving Fund		Equipment Revolving			
	2017 Actuals	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
49900 Equipment Revolving						
Expenditures						
Employee Services						
Contractual Services						
Adv, Publishing, & Printing	170					
Expert & Professional Serv	13,719	10,583				
Contractual Services	13,889	10,583				
Materials and Supplies						
Other Charges						
Depreciation and Interest	3,186,634	3,152,769	3,586,558	3,588,688	3,603,724	3,603,724
Other Charges	3,186,634	3,152,769	3,586,558	3,588,688	3,603,724	3,603,724
Capital Outlay						
Machinery and Vehicles	4,553,242	3,397,293	3,664,944		2,832,045	2,832,045
Capital Outlay	4,553,242	3,397,293	3,664,944		2,832,045	2,832,045
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	7,753,765	6,560,645	7,251,502	3,588,688	6,435,769	6,435,769
Non-Tax Revenue	3,402,035	3,311,944	3,870,347	3,588,688	3,603,724	3,603,724
Tax Funding	4,351,730	3,248,701	3,381,155		2,832,045	2,832,045



Function: Internal Service		Fund: Equipment Revolving		Account # 701-49901				
2020 Budget								
CODE NO.	ITEM	BASIS YRS	REQUESTED		RECOMMENDED		ADOPTED	
			#	AMOUNT	#	AMOUNT	#	AMOUNT
85500	Machinery & Equipment							
	42131 - Parking Control							
	Ford Interceptor Utility *	6	3	125,763	3	125,763	3	125,763
			3	<u>125,763</u>	3	<u>125,763</u>	3	<u>125,763</u>
	42144 - Police Garage/Fleet							
	Ford Interceptor Utility *	3	5	246,685	5	246,685	5	\$ 246,685
	Ford Interceptor Utility *	3	3	145,011	3	145,011	3	\$ 145,011
	Ford Escape *	7	1	22,568	1	22,568	1	\$ 22,568
	Dodge Caravan *	5	1	29,288	1	29,288	1	\$ 29,288
			10	<u>443,552</u>	10	<u>443,552</u>	10	<u>443,552</u>
	42220 - Fire Suppression							
	Pumper N+	12	1	660,000	1	660,000	1	660,000
			1	<u>660,000</u>	1	<u>660,000</u>	1	<u>660,000</u>
	42430 - Building Inspection Services							
	Ford Escape *	8	1	23,430	1	23,430	1	23,430
			1	<u>23,430</u>	1	<u>23,430</u>	1	<u>23,430</u>
	42510 - Flood Control							
	Snow Attachment *	7	1	24,000	1	24,000	1	24,000
	Mower *	6	2	72,000	2	72,000	2	72,000
			3	<u>96,000</u>	3	<u>96,000</u>	3	<u>96,000</u>
	43040 - Project Development							
	Chevy 1/2 Ton Crew Cab 4x4 Pickup *	10	1	38,779	1	38,779	1	38,779
			1	<u>38,779</u>	1	<u>38,779</u>	1	<u>38,779</u>
	43115 - Infrastructure Mtce Street Ops							
	Tandem Dump Truck *	10	1	247,762	1	247,762	1	247,762
	MT6 Trackless Sidewalk Machine *	8	1	170,000	1	170,000	1	170,000
	One Ton Crew Cab 4X4 Pickup *	10	1	50,962	1	50,962	1	50,962
	V-Box Spreader *	5	1	5,242	1	5,242	1	5,242
	Crack Sealer *	10	1	62,615	1	62,615	1	62,615
	138AD Drum Roller *	10	1	49,080	1	49,080	1	49,080
	Bobcat T650 Skid Steer	2	1	17,029	1	17,029	1	17,029
	Bobcat S650 Skid Steer	2	2	45,606	2	45,606	2	45,606
	18" High Flow Planer *	3	1	10,803	1	10,803	1	10,803
			10	<u>659,099</u>	10	<u>659,099</u>	10	<u>659,099</u>
	43215 - Traffic Operations							
	Sedan Hybrid *	10	1	29,288	1	29,288	1	29,288
			1	<u>29,288</u>	1	<u>29,288</u>	1	<u>29,288</u>

* = Current unit is fully depreciated
 = Current unit is not fully depreciated
 N = New vehicle request
 N+ = Keep current vehicle as "spare", not to be replaced in future
 S = Replaces a "spare" vehicle, not to be replaced in future

Function: Internal Service		Fund: Equipment Revolving		Account # 701-49901				
				2020 Budget				
CODE NO.	ITEM	BASIS YRS	REQUESTED		RECOMMENDED		ADOPTED	
			#	AMOUNT	#	AMOUNT	#	AMOUNT
85500	Machinery & Equipment							
	46031 - Parks							
	Wide Area Mower	*	2	210,000	2	210,000	2	210,000
	Table Trailer	*	1	12,280	1	12,280	1	12,280
	Backhoe	*	1	69,000	1	69,000	1	69,000
	Spray Rig	*	6	60,000	1	60,000	1	60,000
	Groomer	*	7	25,000	1	25,000	1	25,000
	Toolcat	*	7	57,500	1	57,500	1	57,500
	5 Yard Dump Truck	*	7	85,656	1	85,656	1	85,656
	Toolcat	N	7		1	70,000	1	70,000
	Flat Bed Truck	N	8		1	55,000	1	55,000
			8	<u>519,436</u>	10	<u>644,436</u>	10	<u>644,436</u>
	46153 - Soldiers Field Golf Course							
	Toro GTX Electric Cart	*	7	9,648	1	9,648	1	9,648
			1	<u>9,648</u>	1	<u>9,648</u>	1	<u>9,648</u>
	46154 - Northern Hills Golf Course							
	Yamaha UMAX 2	*	8	11,104	1	11,104	1	11,104
			1	<u>11,104</u>	1	<u>11,104</u>	1	<u>11,104</u>
	46155 - Hadley Creek Golf Learning Ctr							
	Turfcro Triwave 45 Seeder		15	8,384	1	8,384	1	8,384
			1	<u>8,384</u>	1	<u>8,384</u>	1	<u>8,384</u>
	46201 - Graham Arena							
	Minuteman E Ride 28" Scrubber	*	7	13,000	1	13,000	1	13,000
			1	<u>13,000</u>	1	<u>13,000</u>	1	<u>13,000</u>
	49611- Infrastructure Mtce Sewer Ops							
	One Ton Crew Cab 4x4 Pickup	*	10	51,495	1	51,495	1	51,495
			1	<u>51,495</u>	1	<u>51,495</u>	1	<u>51,495</u>
	49631 - WRP Administration							
	2020 Polar 6000 Gal Trailer	*	10	66,030	1	66,030	1	66,030
	Bobcat T650	*	2	44,008	1	44,008	1	44,008
	Ezgo Utility Cart	*	10	16,000	1	16,000	1	16,000
	T-12DT Skid Steer Trailer	N	10		1	10,450	1	10,450
	Roll Off Dumpster	N	15		1	69,500	1	69,500
			3	<u>126,038</u>	5	<u>205,988</u>	5	<u>205,988</u>
	49650 - Storm Water Management							
	Bobcat T650 Skid Steer		2	17,029	1	17,029	1	17,029
			1	<u>17,029</u>	1	<u>17,029</u>	1	<u>17,029</u>
	49906 - Copy Center							
	MPC4504ex, Lanier	*	5	10,068	1	10,068	1	10,068
	MPC4504ex, Lanier	*	5	7,953	1	7,953	1	7,953
			2	<u>18,021</u>	2	<u>18,021</u>	2	<u>18,021</u>
	Total		49	<u>2,850,066</u>	53	<u>3,055,016</u>	53	<u>3,055,016</u>
			*	= Current unit is fully depreciated				
				= Current unit is not fully depreciated				
			N	= New vehicle request				
			N+	= Keep current vehicle as "spare", not to be replaced in future				
			S	= Replaces a "spare" vehicle, not to be replaced in future				

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City of Rochester, MN
Expenditure Adopted Budget

Account Number
00701 49903

Internal Service Description	Equipment Revolving Fund		Equip Rev Fund Debt			
	2017 Actuals	2018 Actuals	2019 Budget	2020 Budget Requested	2020 Budget Recommended	Adopted
49903 Equip Rev Fund Debt						
Expenditures						
Employee Services						
Contractual Services						
Expert & Professional Serv		25,028	200	200	200	200
Contractual Services		25,028	200	200	200	200
Materials and Supplies						
Other Charges						
Capital Outlay						
Bonds-Principal & Interest						
Principal and Interest on Bonds	11,666	7,339	122,277	71,490	71,490	71,490
Bonds-Principal & Interest	11,666	7,339	122,277	71,490	71,490	71,490
Allocated to Other Activities						
Operating Transfers						
Expenditures	11,666	32,367	122,477	71,690	71,690	71,690
Non-Tax Revenue	1,695	1,237	1,396	899	899	899
Tax Funding	9,971	31,130	121,081	70,791	70,791	70,791



City of Rochester, MN
Expenditure Adopted Budget

Account Number
00701 49905

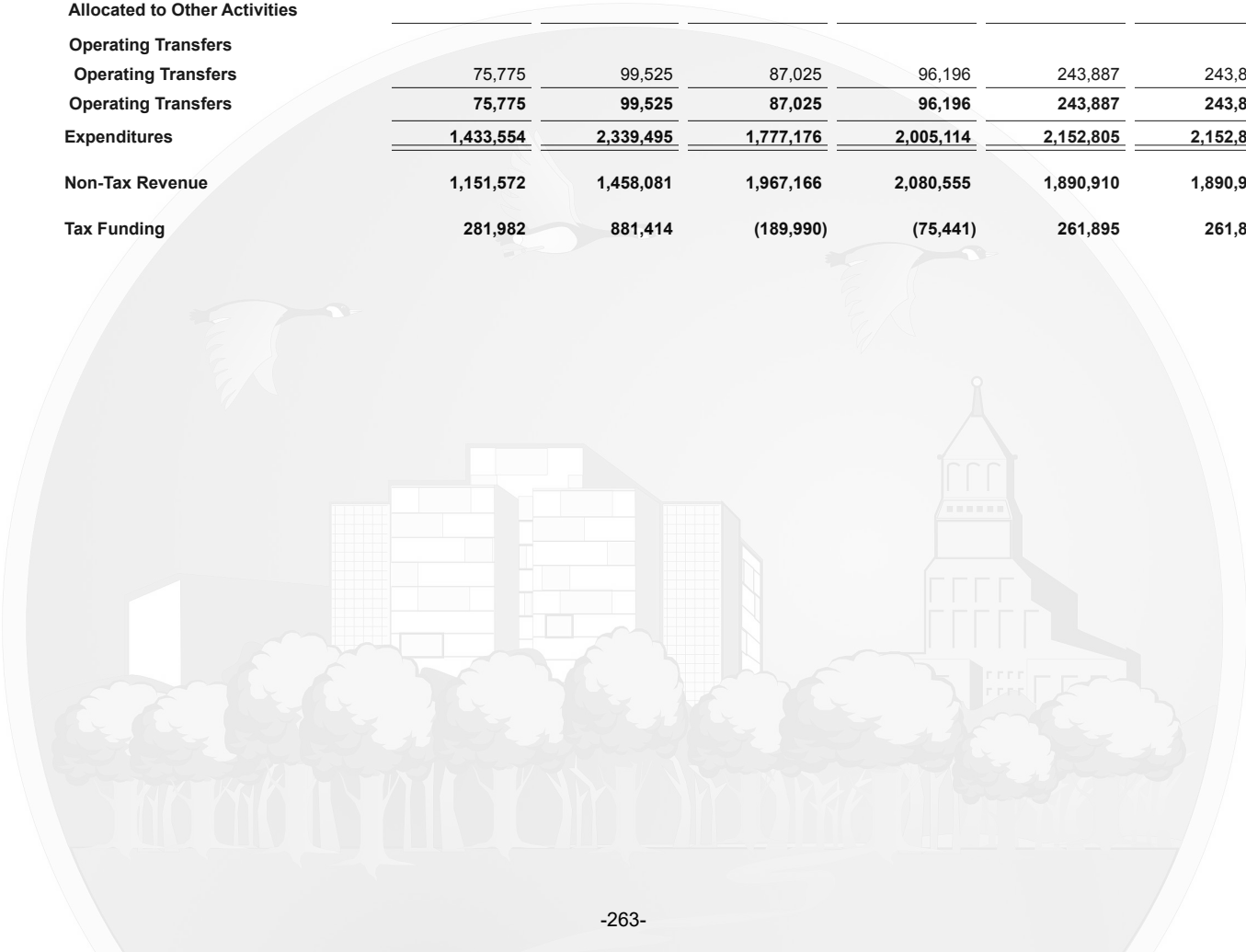
Internal Service	Equipment Revolving Fund			Copy Center		
	2017	2018	2019	2020 Budget		
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
49905 Copy Center						
Expenditures						
Employee Services						
Contractual Services						
Contractual Mtce & Repair	13,686	15,514	14,975	14,975	14,975	14,975
Contractual Services	13,686	15,514	14,975	14,975	14,975	14,975
Materials and Supplies						
Office Supplies	2,723	2,087	3,100	3,100	3,100	3,100
Materials and Supplies	2,723	2,087	3,100	3,100	3,100	3,100
Other Charges						
Depreciation and Interest	5,709	3,480	4,092	6,403	6,403	6,403
Other Charges	4	3	25	25	25	25
Other Charges	5,713	3,483	4,117	6,428	6,428	6,428
Capital Outlay						
Machinery and Vehicles		11,621			18,021	18,021
Capital Outlay		11,621			18,021	18,021
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Expenditures	22,122	32,705	22,192	24,503	42,524	42,524
Non-Tax Revenue	28,221	27,582	29,937	29,937	29,937	29,937
Tax Funding	(6,099)	5,123	(7,745)	(5,434)	12,587	12,587



City of Rochester, MN
Expenditure Adopted Budget

Account Number
00702 49910

Internal Service	Information Tech Revolving		ITRF		2020 Budget	
	2017	2018	2019	2020 Budget	2020 Budget	
Description	Actuals	Actuals	Budget	Requested	Recommended	Adopted
00702 Information Tech Revolving						
49910 ITRF						
Expenditures						
Employee Services						
Contractual Services						
Contractual Mtce & Repair	472,902	591,774	788,402	777,480	777,480	777,480
Expert & Professional Servic	139,843	174,999	162,500	180,624	180,624	180,624
Communications	938	900	2,200	2,200	2,200	2,200
Contractual Services	397	221	400	400	400	400
Contractual Services	614,080	767,894	953,502	960,704	960,704	960,704
Materials and Supplies						
Office Supplies	341,151	496,415	231,500	308,500	308,500	308,500
Equipment, Tools, & Misc Par	73,231	5,030				
Materials and Supplies	414,382	501,445	231,500	308,500	308,500	308,500
Other Charges						
Depreciation and Interest	240,313	235,767	424,217	422,508	422,508	422,508
Other Charges		9,266	10,932	12,206	12,206	12,206
Other Charges	240,313	245,033	435,149	434,714	434,714	434,714
Capital Outlay						
Furniture and Equipment	89,004	725,598	70,000	205,000	205,000	205,000
Capital Outlay	89,004	725,598	70,000	205,000	205,000	205,000
Bonds-Principal & Interest						
Allocated to Other Activities						
Operating Transfers						
Operating Transfers	75,775	99,525	87,025	96,196	243,887	243,887
Operating Transfers	75,775	99,525	87,025	96,196	243,887	243,887
Expenditures	1,433,554	2,339,495	1,777,176	2,005,114	2,152,805	2,152,805
Non-Tax Revenue	1,151,572	1,458,081	1,967,166	2,080,555	1,890,910	1,890,910
Tax Funding	281,982	881,414	(189,990)	(75,441)	261,895	261,895



FUNCTION: COMPANY: 702				ACCT NO.	
Internal Service		Information Technology Revolving - General		702-49911	
		2020			
ITEM		#	REQUESTED	RECOMMENDED	ADOPTED
83025	Non-Capital Computer Equipment				
	PC Replacements	134	181,000	134	181,000
	Printer Replacements	10	2,000	10	2,000
	Server Replacements	3	13,500	3	13,500
	Monitor Replacements	50	12,500	50	12,500
	MFP Replacements	3	7,500	3	7,500
	Pulse Secure VPN	1	12,000	1	12,000
	Laserfiche License	1	60,000	1	60,000
		<u>202</u>	<u>288,500</u>	<u>202</u>	<u>288,500</u>
83030	Non-Capital Computer Software				
	MS True-up	1	20,000	1	20,000
		<u>1</u>	<u>20,000</u>	<u>1</u>	<u>20,000</u>
85300	Capital Equipment				
			<u>-</u>	<u>0</u>	<u>-</u>
85301	Replacement Computer Equipment				
	Server Replacements	3	30,000	3	30,000
	Extreme Switch Replacement	25	175,000	25	175,000
		<u>28</u>	<u>205,000</u>	<u>28</u>	<u>205,000</u>
85302	Capitalized Software				
		<u>0</u>	<u>-</u>	<u>0</u>	<u>-</u>
	TOTAL	<u>231</u>	<u>513,500</u>	<u>231</u>	<u>513,500</u>
	* Requires tax levy				

FUNCTION: Internal Service	COMPANY: 702 Information Technology Revolving - RPW				ACCT NO. 702-49915
	ITEM	2020			
		#	REQUESTED	RECOMMENDED	ADOPTED
83025	Non-Capital Computer Equipment	0	-	0	-
83030	Non-Capital Computer Software	0	-	0	-
85300	Capital Equipment	0	-	0	-
	TOTAL	0	-	0	-
	* Requires tax levy				

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**City of Rochester, MN
Revenues to Support the Adopted Budget**

Internal Service Funds

Equipment Revolving Fund

Company: 00701

Description	2018	2019	Requested	2020 Budget	Adopted
	Actuals	Budget		Recommended	
00701 Equipment Revolving Fund					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	298,113	173,047	385,597	385,597	385,597
50100 General Property Taxes	298,113	173,047	385,597	385,597	385,597
50099 Taxes	298,113	173,047	385,597	385,597	385,597
54000 Intergovernmental Revenue					
54001 State Revenues					
54300 County Revenues					
54400 Federal Revenues					
54401 Federal Grants	1,237	1,396	899	899	899
54400 Federal Revenues	1,237	1,396	899	899	899
54000 Intergovernmental Revenue	1,237	1,396	899	899	899
55000 Charges for Services					
55001 Service Fees					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	60,244	740	740	740	740
59025 Net Unrlzd Gain(Loss) F/V Invs	(2,800)				
59020 Interest	57,444	740	740	740	740
59030 Internal Service User Charges					
59038 Vehicle/Equipment Charges	3,152,769	3,870,347	3,588,688	3,603,724	3,603,724
59039 Copy Center Charges	26,457	29,197	29,197	29,197	29,197
59030 Internal Service User Charges	3,179,226	3,899,544	3,617,885	3,632,921	3,632,921
59100 Sale of Property					
59140 Equipment and Machinery	109,899				
59200 Gain (Loss) on Equip Disposal	(44,349)				
59100 Sale of Property	65,550				
59500 Private Sources					
59600 Reimbursements					
59690 Insurance Reimbursement	37,308				
59600 Reimbursements	37,308				
59000 Miscellaneous Revenues	3,339,528	3,900,284	3,618,625	3,633,661	3,633,661
50000 Revenues	3,638,878	4,074,727	4,005,121	4,020,157	4,020,157
60000 Other Financing Sources					
60010 Bond Proceeds	2,225,000				
60080 Capital Contributions					
60100 Operating Transfers In					
62010 Fund Balance/Retained Earnings		3,321,444	(320,240)	2,529,826	2,529,826
60000 Other Financing Sources	2,225,000	3,321,444	(320,240)	2,529,826	2,529,826
00701 Equipment Revolving Fund	5,863,878	7,396,171	3,684,881	6,549,983	6,549,983

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Internal Service Funds

Information Tech Revolving

Company: 00702

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00702 Information Tech Revolving					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	17,644				
50100 General Property Taxes	17,644				
50099 Taxes	17,644				
54000 Intergovernmental Revenue					
54001 State Revenues					
54300 County Revenues					
55000 Charges for Services					
55001 Service Fees					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	59,711	46,700	44,300	44,300	44,300
59025 Net Unrlzd Gain(Loss) F/V Invs	18,200				
59020 Interest	77,911	46,700	44,300	44,300	44,300
59030 Internal Service User Charges					
59038 Vehicle/Equipment Charges	1,380,170	1,920,466	2,036,255	1,846,610	1,846,610
59030 Internal Service User Charges	1,380,170	1,920,466	2,036,255	1,846,610	1,846,610
59100 Sale of Property					
59500 Private Sources					
59000 Miscellaneous Revenues	1,458,081	1,967,166	2,080,555	1,890,910	1,890,910
50000 Revenues	1,475,725	1,967,166	2,080,555	1,890,910	1,890,910
60000 Other Financing Sources					
60080 Capital Contributions					
60100 Operating Transfers In					
60603 Oper Trf fr 603-RPU Elec	59,394				
60100 Operating Transfers In	59,394				
62010 Fund Balance/Retained Earnings		(189,990)	(75,441)	261,895	261,895
60000 Other Financing Sources	59,394	(189,990)	(75,441)	261,895	261,895
00702 Information Tech Revolving	1,535,119	1,777,176	2,005,114	2,152,805	2,152,805



Section IV

Capital Improvement

Summary

Budget

Information

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FUNCTION: PERMANENT IMPROVEMENT		FUND: PERMANENT IMPROVEMENT		ACCT NO. 406 FUND	
SUMMARY					
			2020		
ITEM	2018 ACTUAL	2019 BUDGET	REQUESTED	RECOMMENDED	ADOPTED
Capital Program Funds	<u>\$ 48,347,750</u>	<u>\$ 87,503,676</u>	<u>\$174,706,322</u>	<u>\$182,361,404</u>	<u>\$190,651,051</u>

FUNCTION

The six-year Capital Improvement Program is reviewed annually and revised, if necessary. The annual review assures that the program will be a continuing part of the planning process and that it will be consistent with changing demands as well as changing patterns of cost and financial resources. The 2020-2025 Capital Improvement Program anticipates the following investment in capital projects:

2020 =	\$ 190,651,051	2023 =	\$ 141,935,607
2021 =	\$ 97,186,411	2024 =	\$ 59,135,266
2022 =	\$ 126,044,590	2025 =	\$ 58,109,060

It has been Common Council policy to allocate general property taxes and operating transfers which amount to about one-fourth of the total city tax levy for capital improvements and debt service requirements, thus avoiding a "roller-coaster" effect on the tax levy and saving interest cost on bonded debt.

Certain improvement construction is financed with general obligation improvement bonds which are initially payable from special assessments. Improvement construction includes sewer and water construction, streets and street improvement, curb and gutter, sidewalks, and storm sewer projects.

PROGRAM FOR 2020

As adopted by the Common Council, the 2020 section of the 2020-2025 Capital Improvement Program becomes part of the budget. Recommended sources of funding the 2020 Capital Improvement Budget include Federal, State, and County funds totaling \$ 80,983,454

The tax aid for 2020 is \$5,497,244 which includes \$5,497,244 of general tax levy, and \$0 of tax abatement dollars; compared to the 2019 tax aid of \$4,620,599, which included \$3,620,599 of general tax levy, and \$1,000,000 of tax abatement dollars.

The amount to be transferred from the General Fund is \$0.

2020 CAPITAL BUDGET

MEANS OF FINANCING

CATEGORY	TOTAL BUDGET	TAX LEVY or LGA	FEDERAL FUNDS	STATE FUNDS	COUNTY FUNDS	BONDS	RETAINED EARNINGS	OTHER
Airport	\$67,084,000		\$53,000,000	\$9,084,000			RB	\$5,000,000 ST
Park	2,546,000	\$895,000		1,086,000				FR TO 585,000 P
Golf	30,000	30,000						
Recreation Center	450,000	450,000						
Graham Arena	130,861	130,861						P
Mayo Civic Center	7,950,000	1,600,000	2,515,000	3,020,000	5,15,000		A	LT 300,000 TI
Major Streets	4,600,000	50,000		550,000				4,000,000 FR
Traffic	660,000	365,000				245,000 A		50,000 ST
Pedestrian Facilities	4,924,000		3,680,000	640,000				604,000 TO OX ST
Mass Transit	1,848,000							
Parking	5,650,000							1,848,000 WU 4,100,000 OW
Sewer & Water	3,623,000							503,000 SW 250,000 FR OW
Storm Water	7,600,000							2,870,000
Water Reclamation	2,645,000							7,600,000
Flood Control	56,333,966		5,350,000	1,480,000		1,400,000 A		2,645,000 FR 6,777,171 SD SW 2,028,800 TC 3,043,200 TS 1,300,000 WU 4,737,897 OW 1,500,000 OS 28,716,898 SM ST
Destination Medical Center								
Tax Abatement District								
Fire	349,400	308,150						
Police	23,116,733	1,116,733			22,204	22,000,000 RB		281,387 TO 45,000 EU 150,000 ST 12,500 TO 5,000 WU 25,000 OW 17,500 OS
Library	303,591							
Administrative	806,500	551,500						
TOTAL	\$190,651,051	\$5,497,244	\$64,586,250	\$15,860,000	\$537,204	\$23,645,000	\$17,022,000	\$63,503,353

A - Special Assessment Bonds
 AD - Abatement District
 EU - Electric Utility
 FR - Flood Control Reserve Transfer
 FB - Food & Beverage Tax
 GO - General Obligation Bonds
 GS - Golf Surplus Park & Rec Fund
 LT - Lodging Tax
 OS - Operating Transfer-Storm Water
 OT - Operating Transfer-General Fund
 OW - Operating Transfer-Sewer Utility
 OX - Operating Transfer-General Fund Sales Tax
 P - Private
 RB - Revenue Bonds
 RE - Retained Earnings
 SA - Sewer Availability Charge
 SD - Sales Tax DMC
 SM - State DMC Funds
 ST - Sales Tax 2013
 SW - Storm Water Mgmt Plan Area Chg
 TC - Transit Aid County DMC
 TD - Traffic Improvement District Chgs
 TI - Tax Increments
 TO - Transfer from Other Funds
 TS - Transit Aid State DMC
 WA - Water Availability Charge
 WU - Water Utility

City of Rochester, MN
Revenues to Support the Adopted Budget

Capital Projects Funds

Future Construct & Acquisition

Company: 00406

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00406 Future Construct & Acquisition					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes		3,620,599	5,163,291	5,297,244	5,497,244
50145 Tax Abatements		1,000,000			
50150 Tax Increments		50,000	300,000	300,000	300,000
50100 General Property Taxes		4,670,599	5,463,291	5,597,244	5,797,244
50200 General Sales and Use Tax					
50099 Taxes		4,670,599	5,463,291	5,597,244	5,797,244
50500 SA/Util Connection Agreements					
50509 Special Assessments					
50510 SA Collected - City Deferred		2,449,270	3,245,000	1,645,000	1,645,000
50509 Special Assessments		2,449,270	3,245,000	1,645,000	1,645,000
50600 Connection Agreements					
50500 SA/Util Connection Agreements		2,449,270	3,245,000	1,645,000	1,645,000
54000 Intergovernmental Revenues					
54001 State Revenues					
54130 State-Highway User Constructn		3,848,353	3,425,000	3,020,000	5,050,000
54200 State Grants		7,370,750	6,316,000	10,810,000	10,810,000
54001 State Revenues		11,219,103	9,741,000	13,830,000	15,860,000
54300 County Revenues					
54301 County Appropriations		5,998,366	10,288,366	2,137,204	2,566,004
54300 County Revenues		5,998,366	10,288,366	2,137,204	2,566,004
54400 Federal Revenues					
54401 Federal Grants		15,251,357	49,499,469	66,186,250	64,586,250
54400 Federal Revenues		15,251,357	49,499,469	66,186,250	64,586,250
54000 Intergovernmental Revenues		32,468,826	69,528,835	82,153,454	83,012,254
55000 Charges for Services					
55001 Service Fees					
59000 Miscellaneous Revenues					
59020 Interest					
59500 Private Sources					
59560 Individual & Business Funds		590,000	1,590,000	565,000	565,000
59571 TID fees/SubstdddRd Contributns			100,000		
59575 StormWater MgmtPlan Contributn		602,500	602,500	503,000	503,000
59500 Private Sources		1,192,500	2,292,500	1,068,000	1,068,000
59600 Reimbursements					
59700 Other					
59000 Miscellaneous Revenues		1,192,500	2,292,500	1,068,000	1,068,000
50000 Revenues		40,781,195	80,529,626	90,463,698	91,522,498

City of Rochester, MN
Revenues to Support the Adopted Budget

Capital Projects Funds

Future Construct & Acquisition

Company: 00406

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
60000 Other Financing Sources					
60010 Bond Proceeds		9,000,000	31,500,000	22,000,000	22,000,000
60100 Operating Transfers In					
60101 Operating Trf fr 101-Gen Fnd		1,014,068			
60202 Oper trf fr 202-Library Fund				50,000	50,000
60203 Operating Trf fr 203-CDBG		200,000	200,000	200,000	
60280 Oper Trf fr 280 Transit Fund		182,000	25,000		
60412 Oper Trf fr 412-Fld Ctrl CIP		2,840,000	1,780,000	2,895,000	6,895,000
60413 Oper Trf fr 413-DMCC CIP Fnd		17,510,000	28,005,808	31,952,422	38,537,269
60423 Oper Trf fr 423-2013SalesTxFnd		4,850,000	4,000,000	5,200,000	5,200,000
60603 Oper Trf fr 603-RPU Elec		40,500	45,000	45,000	45,000
60604 Oper Trf fr 604-RPU Water		672,638	1,280,000	1,305,000	1,305,000
60607 Oper Trf fr 607-Sn/Sewer Util		4,474,000	7,150,000	9,466,897	6,312,897
60609 Oper Trf fr 609-St/Sewer Util		117,250	3,542,500	1,517,500	1,517,500
60702 Oper trf fr 702-ITRF Fund		87,025	96,196	243,887	243,887
60711 Oper Trf fr 711-Group Ins Fund			5,500,000		
60100 Operating Transfers In		31,987,481	51,624,504	52,875,706	60,106,553
62010 Fund Balance/Retained Earnings		5,735,000	11,633,000	17,022,000	17,022,000
60000 Other Financing Sources		46,722,481	94,757,504	91,897,706	99,128,553
00406 Future Construct & Acquisition		87,503,676	175,287,130	182,361,404	190,651,051





Section V

Debt Service

Budget Details

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FUNCTION: Debt Retirement	FUND: Debt Service				
SUMMARY					
			2020		
ITEM	2018 ACTUAL	2019 BUDGET	REQUESTED	RECOMMENDED	ADOPTED
Total Debt Service Payments	<u>\$9,465,342</u>	<u>\$9,891,111</u>	<u>\$ 9,755,190</u>	<u>\$ 9,755,190</u>	<u>\$ 9,755,190</u>

FUNCTION

The Debt Service Funds account for all the long-term indebtedness of the City except that of the Enterprise Funds, which is accounted for within the respective funds, or those issues not having a fixed payment schedule.

PROGRAM FOR 2020

Provide for the scheduled retirement of debt. The tax levy for Governmental Debt Service & the Internal Service Fund Debt Service is as follows:

Governmental Debt:	\$ 1,633,209
Internal Service Debt:	385,597



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<u>FUNCTION:</u> Debt Retirement	<u>FUND:</u> Debt Service		
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<u>Issue</u>	<u>Principal</u>	<u>Interest</u>	<u>Fiscal Agent Fee</u>	<u>Payment</u>	<u>Bonds Outstanding 12/31/2020</u>
Energy Improvement Capital Lease - 307 Fund	\$ -	\$ -	\$ -	\$ -	\$ -
G.O. Build America Bonds - 308 Fund	925,000	919,094	1,000	1,845,094	19,325,000
G.O. Tax Increment Bonds, Bio Sci - 312 Fund	300,000	99,894	200	400,094	1,740,000
G.O. Lodging Tax Revenue Bonds - 314 Fund	1,380,000	1,486,387	200	2,866,587	36,710,000
G.O. Var Rate Sales Tax Revenue Bonds - 315 Fund	2,565,000	625,634	200	3,190,834	30,305,000
G.O. Tax Increment Revenue Bonds - 316 Fund	<u>735,000</u>	<u>717,381</u>	<u>200</u>	<u>1,452,581</u>	<u>19,980,000</u>
* Total	<u>\$ 5,905,000</u>	<u>\$ 3,848,390</u>	<u>\$ 1,800</u>	<u>\$ 9,755,190</u>	<u>\$ 108,060,000</u>

* Does not include amounts payable for the following bonds paid non-governmental funds:

G.O. WWT Rev Xover Refunding 04A Bonds Series 2012A - 607 Fund	\$ 5,415,000	\$ 1,823,525	\$ -	\$ 7,238,525	\$ 36,175,000
G.O. WWT Rev Xover Refunding 07A Bonds Series 2015B - 607 Fund	\$ 1,835,000	\$ 740,000	\$ -	\$ 2,575,000	\$ 12,965,000
G.O. WWT Rev Var Rate Refunding 07B Bonds Series 2015D - 607 Fund	\$ 1,255,000	\$ 188,199	\$ -	\$ 1,443,199	\$ 8,030,000
G.O. Equipment Certificates - 701 Fund	\$ -	\$ -	\$ -	\$ -	\$ -
G.O Build America Bonds - 701 Fund	\$ 50,000	\$ 925		\$ 50,925	\$ -
REDA Lease Revenue Bonds, Series 2007	\$ 292,000	\$ 257,466		\$ 549,466	\$ 5,332,000
REDA Lease Revenue Bonds, Series 2008	\$ 200,000	\$ 174,835		\$ 374,835	\$ 3,612,000

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**City of Rochester, MN
Revenues to Support the Adopted Budget**

Debt Service Funds

Debt Service-Energy Improvmnts

Company: 00307

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00307 Debt Service-Energy Improvmnts					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50200 General Sales and Use Tax					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	580				
59020 Interest	580				
59600 Reimbursements					
59000 Miscellaneous Revenues	580				
50000 Revenues	580				
60000 Other Financing Sources					
60100 Operating Transfers In					
60101 Operating Trf fr 101 - Gen Fnd	162,994				
60202 Oper Trf fr 202-Library Fund	22,446				
60221 Operating Trf fr 221 - P&R	10,893				
60223 Oper Trf fr 223-Golf Fund	4,307				
60224 Oper Trf fr 224-Gr Arena Fund	60,797				
60225 Oper Trf fr 225-MCC Fund	41,401				
60226 Oper Trf fr 226-NVBC Fund	16,397				
60227 Oper Trf fr 227-Rec Ctr Fund	158,338				
60270 Operating Trf fr 270-Airport	89,394				
60511 Operating Trf fr 511 - TIF CBD					
60100 Operating Transfers In	566,967				
60000 Other Financing Sources	566,967				
00307 Debt Service-Energy Improvmnts	567,547				

City of Rochester, MN
Revenues to Support the Adopted Budget

Debt Service Funds

Dt Srv-G.O. PWOC Bds

Company: 00308

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00308 Dt Srv-G.O. PWOC Bds					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes	1,653,327	1,649,896	1,633,209	1,633,209	1,633,209
50100 General Property Taxes	1,653,327	1,649,896	1,633,209	1,633,209	1,633,209
50200 General Sales and Use Tax					
50099 Taxes	1,653,327	1,649,896	1,633,209	1,633,209	1,633,209
54000 Intergovernmental Revenue					
54001 State Revenues					
54400 Federal Revenues					
54401 Federal Grants	320,879	304,370	311,371	311,371	311,371
54400 Federal Revenues	320,879	304,370	311,371	311,371	311,371
54000 Intergovernmental Revenue	320,879	304,370	311,371	311,371	311,371
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	13,883	6,800	6,800	6,800	6,800
59020 Interest	13,883	6,800	6,800	6,800	6,800
59600 Reimbursements					
59000 Miscellaneous Revenues	13,883	6,800	6,800	6,800	6,800
50000 Revenues	1,988,089	1,961,066	1,951,380	1,951,380	1,951,380
60000 Other Financing Sources					
60100 Operating Transfers In					
60511 Operating Trf fr 511 - TIF CBD					
62010 Fund Balance/Retained Earnings		(102,570)	(106,286)	(106,286)	(106,286)
60000 Other Financing Sources		(102,570)	(106,286)	(106,286)	(106,286)
00308 Dt Srv-G.O. PWOC Bds	1,988,089	1,858,496	1,845,094	1,845,094	1,845,094

**City of Rochester, MN
Revenues to Support the Adopted Budget**

Debt Service Funds

Dt Srv-Tx GO TI Bd-S '09A

Company: 00312

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00312 Dt Srv-Tx GO TI Bd-S '09A					
50000 Revenues					
50099 Taxes					
50200 General Sales and Use Tax					
59000 Miscellaneous Revenues					
59020 Interest					
60000 Other Financing Sources					
60100 Operating Transfers In					
60549 Oper Trf fr 549-BioSciTIF	632,610	634,772	400,095	400,095	400,095
60100 Operating Transfers In	632,610	634,772	400,095	400,095	400,095
60000 Other Financing Sources	632,610	634,772	400,095	400,095	400,095
00312 Dt Srv-Tx GO TI Bd-S '09A	632,610	634,772	400,095	400,095	400,095



**City of Rochester, MN
Revenues to Support the Adopted Budget**

Debt Service Funds

Dt Srv-2015A Bonds

Company: 00314

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00314 Dt Srv-2015A Bonds					
50000 Revenues					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income		750	750	750	750
59020 Interest		750	750	750	750
59000 Miscellaneous Revenues		750	750	750	750
50000 Revenues		750	750	750	750
60000 Other Financing Sources					
60100 Operating Transfers In					
60405 Oper Trf fr 405-MCC CIP Fnd	2,595,801	2,806,712	2,865,838	2,865,838	2,865,838
60100 Operating Transfers In	2,595,801	2,806,712	2,865,838	2,865,838	2,865,838
60000 Other Financing Sources	2,595,801	2,806,712	2,865,838	2,865,838	2,865,838
00314 Dt Srv-2015A Bonds	2,595,801	2,807,462	2,866,588	2,866,588	2,866,588



City of Rochester, MN
Revenues to Support the Adopted Budget

Debt Service Funds

DebtSrv-2015C GOVarRtSlsTxBnd

Company: 00315

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00315 DebtSrv-2015C GOVarRtSlsTxBnd					
50000 Revenues					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	(2,367)				
59020 Interest	(2,367)				
59000 Miscellaneous Revenues	(2,367)				
50000 Revenues	(2,367)				
60000 Other Financing Sources					
60100 Operating Transfers In					
60423 Oper Trf fr 423-2013SalesTxFnd	3,172,952	3,290,675	3,190,834	3,190,834	3,190,834
60100 Operating Transfers In	3,172,952	3,290,675	3,190,834	3,190,834	3,190,834
60000 Other Financing Sources	3,172,952	3,290,675	3,190,834	3,190,834	3,190,834
00315 DebtSrv-2015C GOVarRtSlsTxBnd	3,170,585	3,290,675	3,190,834	3,190,834	3,190,834



**City of Rochester, MN
Revenues to Support the Adopted Budget**

Debt Service Funds

Debt Service-GO TIF RevBnd '17

Company: 00316

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00316 Debt Service-GO TIF RevBnd '17					
50000 Revenues					
59000 Miscellaneous Revenues					
59020 Interest					
59021 Investment Income	(92)				
59020 Interest	(92)				
59000 Miscellaneous Revenues	(92)				
50000 Revenues	(92)				
60000 Other Financing Sources					
60100 Operating Transfers In					
60601 Oper Trf fr 601-Parking	540,678	1,299,706	1,452,581	1,452,581	1,452,581
60100 Operating Transfers In	540,678	1,299,706	1,452,581	1,452,581	1,452,581
60000 Other Financing Sources	540,678	1,299,706	1,452,581	1,452,581	1,452,581
00316 Debt Service-GO TIF RevBnd '17	540,586	1,299,706	1,452,581	1,452,581	1,452,581



City of Rochester, MN
Revenues to Support the Adopted Budget

Debt Service Funds

Debt Service-2019A

Company: 00317

Description	2018 Actuals	2019 Budget	Requested	2020 Budget Recommended	Adopted
00317 Debt Service-2019A					
50000 Revenues					
50099 Taxes					
50100 General Property Taxes					
50140 Current Ad Valorem Taxes				1,500,000	1,500,000
50100 General Property Taxes				1,500,000	1,500,000
50099 Taxes				1,500,000	1,500,000
59000 Miscellaneous Revenues					
59020 Interest					
50000 Revenues				1,500,000	1,500,000
60000 Other Financing Sources					
60100 Operating Transfers In					
00317 Debt Service-2019A				1,500,000	1,500,000



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Section VI

Adopted

Decision Packages

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Decision Package Request - Budget Fiscal year 2020

51

Decision Package Title		Dept. Priority		
Mayor's Office Internships		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>Stipends for student interns from Rochester Community and Technical College and Winona State University-Rochester for three semesters (fall, spring, summer).</p> <p>1) Administrative Assistant Intern: provide general support in Mayor's Office to include reception, correspondence, file management, meeting/event coordination, database entry, website updates and other short-term projects</p> <p>2) Policy Research Intern: conduct research, literature reviews, data analysis (quantitative and qualitative) as well as write/edit position papers and advocacy materials</p> <p>These interns could also support City Council members and/or their initiatives.</p>				
Foundation Principles Supported				
Compassion, Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
Mayor and Council		41310 - Mayor and City Council		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Internships	41310.80200	4,500	On Going
Expenditure [Tax Levy]	Internships	41310.80570	344	On Going
Total Expenditure:		Total Revenue:		Net Amount:
4,844		0		\$4,844
Submitted By				
Michon D Rogers				



Decision Package Request - Budget Fiscal year 2020

52

Decision Package Title		Dept. Priority		
Mayor's Initiatives		2		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>The Mayor requests a budget to support the following four initiatives in 2020:</p> <p>1--Sustainability and Resiliency (establish a Council to embed research-based sustainability and energy practices)</p> <p>2--Social Equity (support for efforts to assure equity in concert with Bloomberg/Harvard Plan)</p> <p>3--Neighborhoods (grow and support new neighborhood associations and expand grant opportunities for neighborhood engagement and initiatives)</p> <p>4--Healthy Communities (collaborate with Olmsted County Public Health and DMC for the development and promotion of health-related initiatives within the City and throughout the community)</p> <p>**The Mayor's Office will also pursue grant opportunities to support these initiatives.</p>				
Foundation Principles Supported				
Compassion, Environmental Stewardship, Fiscal Responsibility & Sustainability, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department	Business Unit - Division			
Mayor and Council	41310 - Mayor and City Council			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Mayor's Initiatives 2020	41310.84280	30,000	On Going
Total Expenditure:		Total Revenue:	Net Amount:	
30,000		0	\$30,000	
Submitted By				
Michon D Rogers				



Decision Package Request - Budget Fiscal year 2020

60

Decision Package Title				Dept. Priority
Legislative Services				1
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This is for a full-time regular position of a Legislative Policy Analyst or for the cost of contracted professional legislative services. Under general direction, this role will provide legislative contact & liaison between the City of Rochester, the State of Minnesota, the Federal Government & other governmental agencies as necessary. They will work with the Mayor, City Council, City Administration & the City Leadership Team on legislative priorities for the City of Rochester. The funding for this is intended to be budget neutral by repurposing dollars budgeted & previously expended for legislative activities & memberships in different organizations. Discontinuing these activities & memberships could result in approximately \$133,000 in savings annually, this will allow for the Decision Package Request to be budget neutral (even though the form below indicates "Increase in expenditures with new revenue" as there is not yet an option of "budget neutral").</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department			Business Unit - Division	
City Administration			41320 - City Administration	
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Professional Services	41320.81390	133,000	On Going
Revenue	Reduced Memberships	41310.82220	133,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
133,000		133,000		\$0
Submitted By				
Noloan L Schild				



Decision Package Request - Budget Fiscal year 2020

59

Decision Package Title		Dept. Priority		
Grant Writing & Resource Development		2		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This is for a full-time position of a Grant Writing Specialist or professional contracted services. Under general direction, this role performs grant contract & grant coordination responsibilities & various administrative support & clerical tasks in support of the City of Rochester. Tracks & monitors grant processes & activities related reports, invoices & other requirements. Works with grant owners on applications & contract language to ensure compliance. This role will also help create operational efficiencies by removing these types of tasks from teammates who do this as additional tasks.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
City Administration	41320 - City Administration			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Professional Services	41320.81390	50,000	On Going
Revenue	DMC Share	41320.60413	25,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
50,000		25,000		\$25,000
Submitted By				
Noloan L Schild				



Decision Package Request - Budget Fiscal year 2020

8

Decision Package Title				Dept. Priority
Facility Supervisor				2
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>To fulfill the aspirations of City Leadership, the Public Works Department is working to improve Facilities maintenance & long-term asset management. During the last few years we have expanded our involvement in other facilities including: additional service work and preventative maintenance tasks at the North Precinct, Shooting Range, & recently the Rochester Civic Theatre. To continue this growth in facility operations, improve efficiencies & centralize facility maintenance contracts, we need additional resources for the facilities team. This employee will be responsible for developing a facility CIP, leading team members, developing a master facility plan & maintenance schedule, implementing best practice methods, and managing day to day operations with both employees & contractors. The Facility Services Manager is not always available to meet with internal customers. This makes it difficult for these customers to communicate with the Facilities team when equipment needs service.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Balance Public Infrastructure Investment				
Department			Business Unit - Division	
City Administration			41320 - City Administration	
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Employee Services	41320.80100 etc	120,343	On Going
Expenditure [Tax Levy]	Computer/Misc	41320.83025	5,600	One-Time
Total Expenditure:	Total Revenue:		Net Amount:	
125,943	0		\$125,943	
Submitted By				
Monty L Meyer				



Decision Package Request - Budget Fiscal year 2020

41

Decision Package Title		Dept. Priority		
City of Rochester Branding		3		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>The City of Rochester does not currently have an established brand. This includes a set of brand guidelines, as well as a visual logo. Brand guidelines provide critical guidance on how to administer the brand, which includes the voice, tone, and visual identity. Currently there is a large amount of variance across departments. Teammates are forced to make decisions on voice, tone, and visual identity. What is being recommended is that the City of Rochester initiate a Request for Proposals Process (RFP) to select a professional firm to facilitate a branding exercise. The result would be an established brand for the City of Rochester that would be a building block for ongoing work in this area. This would provide the City a consistent voice, tone, and visual identity to utilize, and would provide much needed clarity on how department brands work with the main City brand. Ultimately, this work would result in consistency for the community and a higher level of professionalism.</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department		Business Unit - Division		
City Clerk		41410 - City Clerk		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Advertising & Promotions	41410.81140	60,000	One-Time
Total Expenditure:	Total Revenue:	Net Amount:		
60,000	0	\$60,000		
Submitted By				
Anissa N Hollingshead				



Decision Package Request - Budget Fiscal year 2020

39

Decision Package Title		Dept. Priority		
Government Alliance on Race & Equity (GARE) ongoing participation		6		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>GARE is a national network of government working to achieve racial equity and advance opportunities for all. The core network includes more than 140 members, of which Rochester became one in 2018. A cross-departmental team from the City participated in the 2018 Minnesota introductory cohort of local governments. Following that first year of participation, the team put together several recommendations for the City in order to keep moving through equity work with a focus on changing institutional practices and procedures. Currently, the City is working in step 1 of this work, normalizing equity work. As part of this, there is a separate decision package requesting funding for city-wide training to enable a common language and understanding to base this work in. This request focuses on funding for our GARE membership, as well as leadership-level participation in a cohort and ongoing engagement in national and regional GARE meetings, also as recommended by the initial GARE team.</p>				
Foundation Principles Supported				
Compassion, Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
City Clerk		41410 - City Clerk		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Memberships	41410.82220	1,000	On Going
Expenditure	Travel & Training	41410.82110	22,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
23,000		0		\$23,000
Submitted By				
Anissa N Hollingshead				



Decision Package Request - Budget Fiscal year 2020

68

Decision Package Title		Dept. Priority		
Learning Management System, Annual Maintenance		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>Approximately \$55,000 in CIP funds have been approved for the Human Resource Department to purchase a learning management system. Our goal is to purchase the system by year-end 2019 and implement in 2020. This system will allow another mechanism for training City employees (other than classroom training), allows for the automatic data retention of employee training records, and will include an online registration component.</p> <p>The annual operating costs for this system equate to \$54,000/year. Originally the proposal contained an automatic 5% annual increase. The HR Team negotiated with the vendor to eliminate the annual inflater for the first three with an automatic increase in year 4 and 5 of 2 percent each. These LMS funds need to be added to the HR operational budget for 2020.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Human Resources		41810 - Human Resources		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	LMC Operating Maintenance	41810.81240	54,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
54,000		0		\$54,000
Submitted By				
Linda K Hillenbrand				



Decision Package Request - Budget Fiscal year 2020

5

Decision Package Title		Dept. Priority		
Diversity Training		2		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The City has held the position that diversity and inclusion are part of our strategic priorities as well as a recommendation from the GARE participants. As such an employee training proposal was solicited from the Rochester Diversity Council. Given the total costs are approximately \$120,000 to \$165,000, this request could be handled on a multi-phase approach over a two-year timeframe. Please note the attached proposal and cost breakdown.</p>				
Foundation Principles Supported				
Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Human Resources		41810 - Human Resources		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	D&I Training	41810.82110	75,000	One-Time
Expenditure	D&I Training	46951.82110	1,500	One-Time
Expenditure	D&I Training	49401.82110	1,500	One-Time
Expenditure	D&I Training	49611.82110	7,500	One-Time
Expenditure	D&I Training	49650.82110	1,500	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
87,000		0		\$87,000
Submitted By				
Linda K Hillenbrand				



Decision Package Request - Budget Fiscal year 2020

29

Decision Package Title		Dept. Priority		
New Position: IT Analyst - Junior Application Analyst - 1.0 FTE		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>As supported by the Dept Head Five-Year Plan priorities.</p> <p>Requesting a new position to support the growing demands of IT Services. A Junior Application Analyst would work directly with business units and reside within the Enterprise Applications & Services team to make the most of the City's high value software assets (e.g. JDEdwards, Accela, Kronos, Laserfiche). The position must possess strong technical skills and aptitude as well as a solid business analysis foundation.</p> <p>Primary responsibilities include:</p> <ul style="list-style-type: none"> - Partnering with business units to assess reporting, analysis, and data visualization needs. Develop knowledge of local business processes and recommend technology-driven improvements - Developing, testing, and deploying reporting and end user solutions using features within enterprise applications - Facilitating change and innovation to legacy systems and processes, include JDE new features and enhancements to meet HR needs. 				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
IT		41920 - Information Technology		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Wages	41920.80100	75,967	On Going
Expenditure [Tax Levy]	Insurance	41920.80640	32,468	On Going
Expenditure [Tax Levy]	Benefits	41920.80570-806	11,908	On Going
Expenditure [Tax Levy]	Computer/Misc	41920.83025	5,600	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
125,943		0		\$125,943
Submitted By				
Carl R Hunter				



Decision Package Request - Budget Fiscal year 2020

9

Decision Package Title		Dept. Priority		
Additional Police Officers - 2 - dedicated as downtown beat officers		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>As the density of Downtown Rochester has increased, our need for a dedicated police presence (Beat Officers) is needed. These two geographically assigned officers will be responsive to the needs of a growing Downtown, as well as provide proactive/problem solving policing tactics aimed at preventing and addressing problems. These officers will implement problem-solving methods to reduce crime and disorder while improving the overall quality of life and vibrancy of Downtown Rochester.</p>				
Foundation Principles Supported				
Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
Police		42110 - Police Administration		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Wages	42130.80100	124,968	On Going
Expenditure [Tax Levy]	Insurance & Benefits	42130.80640 etc	92,070	On Going
Expenditure [Tax Levy]	Uniform/Equipment	42140.83220	26,676	One-Time
Expenditure [Tax Levy]	Pre-Emp Medical	42110.81360	2,000	One-Time
Expenditure [Tax Levy]	Pre-Emp Psych	42110.81390	1,500	One-Time
Expenditure [Tax Levy]	Post License	42142.84390	180	On Going
Expenditure [Tax Levy]	Misc	42130.83025	6,300	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
253,694		0		\$253,694
Submitted By				
Kathleen A Bey				



Decision Package Request - Budget Fiscal year 2020

44

Decision Package Title		Dept. Priority		
Foreign Language Intern		3		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>During development of the All Hazard Mitigation Plan, emergency management and planning staff conducted outreach activities for limited-English proficiency communities. We discovered the emergency preparedness for these groups works better with direct contact. The use of printed materials - even when translated to native languages - is less useful. This project will hire an intern who is proficient in a foreign language. The intern will work with the Director of Emergency Management to learn about community preparedness, then go into a Rochester limited-English proficiency community to provide direct contact. This project includes wages, public education support materials, training, and office supplies and equipment.</p>				
Foundation Principles Supported				
Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Fire		42610 - Emergency Management		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Intern salaries	42610.80200	10,100	On Going
Expenditure [Tax Levy]	Printing	42610.81130	500	On Going
Expenditure [Tax Levy]	Public Education materials	42610.81140	2,000	On Going
Expenditure [Tax Levy]	Computer	42610.83025	3,500	On Going
Expenditure [Tax Levy]	Training	82110.82110	1,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
17,100		0		\$17,100
Submitted By				
Kenneth E Jones				



Decision Package Request - Budget Fiscal year 2020

35

Decision Package Title		Dept. Priority		
Landscape Technician to support trail operations & maintenance		2		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>To meet the City Council priorities for trail maintenance and management, staff is requesting the hiring of a Landscape Technician. The FTE hours provided by this position would be used to clear snow from trails during winter hours and be responsible for performing routine maintenance on the trail and abutting the trail corridor including more routine trail mowing, edge filling and erosion management, etc. This staff position along with the additional proper equipment would allow Parks/Forestry to manage most of the remaining paved trails under our jurisdiction during the winter time operation, this includes areas identified in the Park System Plan as being in 'high needs' area. This position also moves us toward achieving a portion of the Parks Master Plan within the area of operations to "Provide higher level of service for care/maintenance/cleanliness".</p> <p>A 3/4 ton truck along with a toolcat with appropriate attachments will be needed to support the activities of the position.</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Park and Recreation		46031 - Parks		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Toolcat	46031.85500	70,000	One-Time
Expenditure [Tax Levy]	Flat bed truck	46031.85500	55,000	One-Time
Expenditure [Tax Levy]	Depreciation	46031.84970	11,250	On Going
Expenditure [Tax Levy]	Misc new staff	46031.83025	3,150	One-Time
Expenditure [Tax Levy]	Benefits	46031-various	43,167	On Going
Expenditure [Tax Levy]	Fulltime benefitted position	46031.80100	60,037	On Going
Total Expenditure:		Total Revenue:		Net Amount:
242,604		0		\$242,604
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

65

Decision Package Title		Dept. Priority		
Fuel Farm Pump		2		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Rochester Airport owns and maintains the JETA Fuel Farm. It is in need of a new fuel pump. Further mechanical issues may cause a complete breakdown of the pump and loss in fuel revenue. Affecting the ability of some aircraft to operate without fuel, will affect air service.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Airport	46901 - Airport Operations			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Equipment Maintenance & Repairs	46901.81290	40,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
40,000		0		\$40,000
Submitted By				
Adam Holz				



Decision Package Request - Budget Fiscal year 2020

61

Decision Package Title		Dept. Priority		
Terminal Carpet		3		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The current carpet in the terminal is in poor condition and needs to be replaced. We are recommending replacing the worn carpet to update and match what was recently installed in the customs area.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Airport	46901 - Airport Operations			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Building Maintenance	46901.81230	200,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
200,000		0		\$200,000
Submitted By				
Adam Holz				



Decision Package Request - Budget Fiscal year 2020

67

Decision Package Title		Dept. Priority		
Economic Impact Study		4		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The last economic impact study was conducted with 2008 data. With extensive growth at RST and the economy improving after the recession, the airport economic impact is severely understated with the data available at this time. Results from a new study will demonstrate the critical importance of RST on the local economy.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Airport		46901 - Airport Operations		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Professional Services	46901.81390	44,000	One-Time
Total Expenditure:	Total Revenue:		Net Amount:	
44,000	0		\$44,000	
Submitted By				
Adam Holz				



Decision Package Request - Budget Fiscal year 2020

66

Decision Package Title		Dept. Priority		
Hoop Barn Sand Storage		5		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The airport currently has no covered location to store sand. Having a location to store sand out of the elements allows the airport to have the materials needed, on hand and at the ready, to keep the runway and taxiway surfaces safe and passable.</p>				
Foundation Principles Supported				
Public Safety				
Strategic priorities Supported				
Enhance Quality of Life				
Department		Business Unit - Division		
Airport		46901 - Airport Operations		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Building Maintenance Upgrade	46901.81230	30,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
30,000		0		\$30,000
Submitted By				
Adam Holz				



Decision Package Request - Budget Fiscal year 2020

63

Decision Package Title		Dept. Priority		
Terminal Front Doors		6		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
The front doors of the terminal are in poor condition and need to be replaced. Weather and age has contributed to the current deteriorating condition.				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Airport		46901 - Airport Operations		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Building Maintenance	46901.81230	36,000	One-Time
Total Expenditure:	Total Revenue:		Net Amount:	
36,000	0		\$36,000	
Submitted By				
Adam Holz				



Decision Package Request - Budget Fiscal year 2020

47

Decision Package Title				Dept. Priority
Service increases to Fairgrounds and RCTC Park and Ride				7
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>In the years since starting service at these 2 park and ride locations, sustained growth has occurred to the point in which additional service frequency is needed. Cost = \$700,000. Revenues (both State and farebox) = \$725,000. 80% of the cost of this service (\$553,000) is expected to be paid through our State Operating Grant, while 20% is to be paid through local funding.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Manage Growth and Development				
Department			Business Unit - Division	
Public Works			46951 - Transit Administration-FixedRt	
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Fairgrounds and RCTC Park and Ride	46951.81390	585,000	On Going
Expenditure	Fairgrounds and RCTC Park and Ride	46951.83190	75,000	On Going
Expenditure	Fairgrounds and RCTC Park and Ride	46951.83150	40,000	On Going
Revenue	Fairgrounds and RCTC Park and Ride	46951.54200	553,000	On Going
Revenue	Fairgrounds and RCTC Park and Ride	46951.59560	147,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
700,000		700,000		\$0
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

18

Decision Package Title		Dept. Priority		
Lead Operator Position		4		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Lead Operator would work with the Process Control Supervisor to assist with operations and training at the Water Reclamation Plant (WRP). Duties of the Lead Operator will include day to day operation and troubleshooting of process issues to ensure compliance with the NPDES permit. Training new Operators and perform ongoing training for existing operators regarding new technology, process, and optimization. Assisting in developing and maintaining training materials and standard operating procedures for plant operation. Giving work direction to Operator 1's, Operator 2's and Operator 3's in day to day activities. Performing plant optimization studies to increase plant efficiency, reduce energy and chemical use. Assisting in design of pilot studies to evaluate alternative process configurations to optimize existing treatment. Occasionally required to work rotating shifts to relief Operator 1's. Perform laboratory analyses, in field testing, and maintenance of inline process instrumentation.</p>				
Foundation Principles Supported				
Environmental Stewardship, Public Safety				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
Public Works		49611 - Infrastructure Mtce Sewer Ops		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Lead Operator Position	49611.80640-2	32,467	On Going
Expenditure	Lead Operator Position	49611.80570 805	8,310	On Going
Expenditure	Lead Operator Position	49611.80650-60	1,601	On Going
Expenditure	Misc New Staff	49611.83025	3,150	One-Time
Expenditure	Lead Operator Position	49611.80100	54,856	On Going
Total Expenditure:		Total Revenue:		Net Amount:
100,384		0		\$100,384
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

7

Decision Package Title		Dept. Priority		
Skid Steer Trailer		15		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>We will be purchasing a new track skid steer loader. Trading the 2000 wheeled model that is fully depreciated for a larger T650 tracked loader. This purchase will enable the machine to be used by both the Water Reclamation Treatment Plant, and the Street Crew for sewer maintenance items. With the purchase of this skid steer, we will need to purchase the requested skid steer trailer to haul it.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Public Works	49631 - Water Reclamation Plant			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Sewer Collection	49631.85500	10,450	One-Time
Expenditure	Depreciation	49631.84970	697	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
11,147	0	\$11,147		
Submitted By				
Monty L Meyer				

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Section VII

Additional Requested Decision Packages

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Decision Package Request - Budget Fiscal year 2020

53

Decision Package Title		Dept. Priority		
Development of a Warming Center to Provide Nov-Mar Services to Area Homeless (Operating)		3		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
Seeking partnership with Olmsted County and area businesses (including Mayo Clinic), the annual costs of a November-March Warming Center run by a non-profit and volunteers would be split three ways. The City's portion would be approximately \$75,000 (1/3 of \$225,000).				
Foundation Principles Supported				
Compassion, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life				
Department		Business Unit - Division		
Mayor and Council		41310 - Mayor and City Council		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Warming Center-Operations	41310	75,000	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
75,000	0	\$75,000		
Submitted By				
Michon D Rogers				



Decision Package Request - Budget Fiscal year 2020

58

Decision Package Title		Dept. Priority		
Harvard Senior Executives in State and Local Government		3		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This request will allow for one City of Rochester Leadership Team member to attend the Harvard Kennedy School's "Senior Executives in State and Local Government" program annually. This is a three week course that provides a balance of traditional hands-on learning experiences to help seasoned public officials better address the concerns of their constituents and communities. This educational opportunity provides tools to support community leadership, innovation & advancement of the City's Strategic Priorities.</p>				
Foundation Principles Supported				
Compassion, Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
City Administration		41320 - City Administration		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Training & Education	41320.82110	25,000	One-Time
Expenditure [Tax Levy]	Business Meals	41320.82130	3,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
28,000		0		\$28,000
Submitted By				
Noloan L Schild				



Decision Package Request - Budget Fiscal year 2020

43

Decision Package Title		Dept. Priority		
Downtown Vibrancy and Safety		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>The licensing program is part of the regulatory framework in place to ensure public safety, health and wellbeing through oversight of designated activities within the city, and is administered by the City Clerk's Office. Other departments provide support for this program, including PD in enforcement activities.</p> <p>Within the Clerk's Office, full responsibility for overseeing licensing activities now falls solely to the City Clerk. The addition of a license examiner role will grow expertise and capacity in coordinating licensing activities, particularly for liquor. It will also help facilitate more administrative approvals of licenses and enable the city to perform specialized liquor inspections currently either not done at all or done by the state with long waits at times. Expertise also supports equity and consistency in regulations.</p> <p>RPD data shows there is a sustained increase in calls for service within the Downtown area related to late night bar close and night life activity. RPD is therefore requesting funds be allocated to a public safety initiatives fund to support the overtime required to effectively and strategically police downtown Rochester.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
City Clerk		41410 - City Clerk		
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Employee Services	41410-80100	122,449	On Going
Expenditure	Professional & Contracted Services	41410-81390	9,796	One-Time
Expenditure	Office Supplies	41410-83020	1,000	One-Time
Revenue	Licenses & Permits	41410-51150 40	133,245	On Going
Revenue	Liquor On Sale	42130-51150	202,000	On Going
Expenditure	Police OT	42130-80300	202,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
335,245		335,245		\$0
Submitted By				
Anissa N Hollingshead				



Decision Package Request - Budget Fiscal year 2020

42

Decision Package Title		Dept. Priority		
Core Clerk and Communications Work Support - Assistant Clerk II position		2		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The work done across the Clerk’s Office, including covering the front desk and main phones for the City, is supported by a core team of 4 administrative professionals that has not grown since 2002 despite the addition of many additional responsibilities and the significant growth of other functions as the city itself has grown. This is a priority position supported by the leadership team in recognition of the key role played by these teammates in coordinating activities across the city. This role will be utilized to help meet growing demands and to ensure new and innovative service solutions can continue being deployed and supported. In addition to helping with licensing activity, records management, assessments, and Council process, this also includes expanding voter outreach and education work during the 3 scheduled 2020 elections and supporting communications and engagement work. This expenditure can be offset in full or part through new revenue from increased license fees.</p>				
Foundation Principles Supported				
Compassion, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
City Clerk		41410 - City Clerk		
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Professional & Contracted Services	41410.80999	2,395	One-Time
Expenditure	Office Supplies	41410.83000	500	One-Time
Revenue	Licenses & Permits	41410.51000	77,742	On Going
Expenditure [Tax Levy]	Employee Services	41410.80001	74,847	On Going
Total Expenditure:		Total Revenue:		Net Amount:
77,742		77,742		\$0
Submitted By				
Anissa N Hollingshead				



Decision Package Request - Budget Fiscal year 2020

40

Decision Package Title		Dept. Priority		
Communications & Engagement Support - Graphic Designer position		4		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>A graphic designer as part of the centralized support for communications and engagement work across the organization is supported as a priority position by the leadership team. This role will be based out of the Clerk/Communications office, but will serve all City departments in providing graphic design services in-house. To date, several departments have outsourced work of this nature to third parties, or have gone without professional design services, sometimes foregoing opportunities because of lack of resources or funding. In 2019, the Clerk/Communications office has utilized existing funds to bring a graphic designer on in a limited appointment capacity. This has been very well received and heavily utilized by departments across the organization. The added capacity of a permanent Graphic Designer would save time and money, while providing a better experience for our community and supporting equity across the organization.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department		Business Unit - Division		
City Clerk		41410 - City Clerk		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Employee Services	41410.80001	106,768	On Going
Expenditure [Tax Levy]	Advertising for Personnel	41410.81110	500	One-Time
Expenditure [Tax Levy]	Communications	41410.82000	1,296	On Going
Expenditure [Tax Levy]	Computer Software/Hardware	41410.81240	3,500	One-Time
Expenditure [Tax Levy]	Office Supplies	41410.83000	1,000	One-Time
Expenditure [Tax Levy]	Travel & Training	41410.82110	6,000	One-Time
Total Expenditure:		Total Revenue:	Net Amount:	
119,064		0	\$119,064	
Submitted By				
Anissa N Hollingshead				



Decision Package Request - Budget Fiscal year 2020

38

Decision Package Title		Dept. Priority		
Community Engagement Framework Development		5		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>\$10,000 will support a matching grant for consultants to facilitate community engagement training for City leadership. This funding will also provide consultant support for the development of a city-wide community engagement plan that focuses on listening, understanding, and addressing the needs of our residents with more unified, equitable, and culturally competent systems. This work is a partnership across City departments, coordinated by the Clerk/Communications Office, and includes laying the base for ongoing plans to apply for significant grant support in future years. The goals of creating a sustainable community engagement plan include: focusing on inclusivity of stakeholders; understanding issues as a team; sharing competencies; maximizing existing resources; building capacity; involving all partners in ownership and decision making; and measuring implementation and related solutions. The plan will support all of the City's Foundational Principles and Strategic Priorities.</p>				
Foundation Principles Supported				
Compassion, Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
City Clerk	41410 - City Clerk			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Expert & Professional Services	41410.81390	10,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
10,000		0		\$10,000
Submitted By				
Anissa N Hollingshead				



Decision Package Request - Budget Fiscal year 2020

28

Decision Package Title		Dept. Priority		
Accounting Tech - Liasons Replacements		2		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>Finance had listed a "General Accountant" for 2020, but as noted in discussions with Steve Rymer and Linda Hillenbrand, we could relieve workload on our accountants and HR specialists if we just had departmental liaisons that "met standards". Some departments just simply do not. These positions would be "floaters" to assist or complete work to required standards, working with departments that need help.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Finance		41520 - Finance		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Allocated to depts	80100	120,000	On Going
Expenditure	Allocated to depts	80500	30,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
150,000		0		\$150,000
Submitted By				
Dale R Martinson				



Decision Package Request - Budget Fiscal year 2020

6

Decision Package Title		Dept. Priority		
MuniCode Subscription Annual Service Fee		1		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The City has contracted with MuniCode to recodify and host our Ordinances on our City website. We have entered into the MuniCode Bundle option which allows our internal/external users the ability to access current code, easy navigation, a powerful search engine, and in the future, compare old/new version of the Code. The first year of this hosting service is free; however, after that our office will be charged \$1,395.00 annually to cover this subscription. Municode Quotation sheet is attached for further clarification.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development				
Department	Business Unit - Division			
City Attorney	41610 - City Attorney			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	MuniCode Annual Service fee	41610.81240	1,395	On Going
Total Expenditure:		Total Revenue:		Net Amount:
1,395		0		\$1,395
Submitted By				
Jody L Houghton				



Decision Package Request - Budget Fiscal year 2020

50

Decision Package Title		Dept. Priority		
Safety Assistant		1		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The Human Resource Department is requesting one additional resource to support safety initiatives in the City (one of our core values). Currently we have employee responsible for overseeing the safety initiatives for 12 departments which is inadequate to meet the variety of demands that surface with this employee base. Further, the current safety administrator is responsible for playing a role in the business continuity of operations process. There is not sufficient time for one person to lead the safety initiatives for an organization of this size. As a comparison, RPU staffs their own safety resources -- for 200 employees, they have two full-time resources. For the remaining 700 employees plus 400 seasonal employees, we have one dedicated resource. This is insufficient to meet the ongoing demands. As safety is a core value of the City, resources should adequately be funded to support this work.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Human Resources		41810 - Human Resources		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Personnel	41810.80001	78,000	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
78,000	0	\$78,000		
Submitted By				
Linda K Hillenbrand				



Decision Package Request - Budget Fiscal year 2020

55

Decision Package Title		Dept. Priority		
Landuse Development Manual Rewrite		1		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>This decision package provide for the full rewrite of the Landuse Development Manual (LDM) into a Unified Development Code. The city's LDM is over 20 years old and has sporatic updates since it was first developed in 1995. The current manual includes inconsistent and conflicting language that regularly presents a challenge to the city's Planning and Legal team, Developers, Professionals, Commissioners and the City Council who rely on the manual to interpret local code for the planned development of Rochester. The manual is text heavy and outdated and is a barrier to effectively managing sustainable growth. This DP addresses the Foundational Principles of Environmental Stewardship, Public Safety, Fiscal Responsibility & Sustainability and Social Equity. It also addresses the strategic priorities of Enhance quality of life, manage growth and development and balance public infrastructure investment.</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Enhance Quality of Life, Manage Growth and Development, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Community Development	41910 - Community Development			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Consultant Fee for LDM rewrite	41910.81390	275,000	One-Time
Expenditure [Tax Levy]	Public engagement for LDM rewrite	41910.81140	25,000	One-Time
Total Expenditure:	Total Revenue:			Net Amount:
300,000	0			\$300,000
Submitted By				
Cynthia M Steinhauser				



Decision Package Request - Budget Fiscal year 2020

54

Decision Package Title		Dept. Priority		
Bicycle Master Plan update		2		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The bicycle master plan was prepared by Olmsted County Planning Department & Rochester-Olmsted Council of Governments (ROCOG) & was adopted in March 2012. This project would hire a consultant to update the plan to include City Loop & other development since 2012. The plan may include recommendations on designs for streets and intersections with bikeway design problems, consider Right-Of-Way constraints, speeds, volumes, turning movements, conflicts with parking or transit routes, implementation of dedicated bicycle facilities, electric scooters, protected bike lanes & accommodating recreational vs. commuter biking. Also neighborhood bike boulevards to support traffic calming or pedestrian enhancement & streets that could serve as significant links in the bike/ped system.</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Manage Growth and Development, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Community Development	41910 - Community Development			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Update of Bicycle Master Plan	41910.81390	125,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
125,000		0		\$125,000
Submitted By				
Cynthia M Steinhauser				



Decision Package Request - Budget Fiscal year 2020

57

Decision Package Title				Dept. Priority
Sustainability Program Budget				3
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This decision package provides for the funding of sustainable projects and programming. Recently the Sustainability activity was move to the Community Development Department. Previously this funding existed in the City Administration budget. This DP will leverage additional program funds available through the McKnight grant administered by DMC EDA. The DP includes funding for components of the Energy Action that may include Greenhouse Gas Reporting of city facilities, Electric Vehicle Implementation & other small projects to support the city's LEED Gold designation, community outreach & marketing and education & training, including the cost for city teammates to present on Rochester's sustainable initiatives at regional conferences. This DP addresses the Foundational Principles of Environmental Stewardship, Fiscal Responsibility & Sustainability and Social Equity. It also addresses all four of the City Council's strategic priorities.</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department			Business Unit - Division	
Community Development			41910 - Community Development	
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Program budget for implementation	41910.81140	25,000	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
25,000	0	\$25,000		
Submitted By				
Cynthia M Steinhauser				



Decision Package Request - Budget Fiscal year 2020

56

Decision Package Title		Dept. Priority		
Virtual Reality Equipment		4		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This decision package provides funding for the purchase of software, hardware and training for the implementation of a virtual reality (VR) system in the new development services center. The city has numerous public realm projects underway including Peace Plaza, 2nd Street Corridor, Transit villages, City Loop, Art for Trails and a potential Canoe launch at Silver Lake. The use of a VR system can improve residents understanding of the scale and scope of key projects and the impact to the area and expand the city's outreach and engagement efforts around projects. It is also a useful tool that can be used in prototyping. This DP addresses the Foundational Principles of Environmental Stewardship, Public Safety, Fiscal Responsibility & Sustainability and Social Equity. It also addresses the strategic priorities of Enhance quality of life, manage growth and development and balance public infrastructure investment.</p>				
Foundation Principles Supported				
Environmental Stewardship				
Strategic priorities Supported				
Manage Growth and Development				
Department		Business Unit - Division		
Community Development		41910 - Community Development		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Purchase of hardware incl PC & Head	41910.81240	3,500	One-Time
Expenditure [Tax Levy]	Purchase of photoshop	41910.81240	500	One-Time
Expenditure [Tax Levy]	Annual software and training	41910.81240	3,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
7,000		0		\$7,000
Submitted By				
Cynthia M Steinhauser				



Decision Package Request - Budget Fiscal year 2020

45

Decision Package Title		Dept. Priority		
1/2 Position - Compliment to Police 1.5 Position		3		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
Pending Riverbend Solution Outcome - If partial fix is to have City IT support police squad technology, we will need at least 1.5 positions to do so which the Police Chief is submitting. This request is the other half of a technician position that we would need to fulfill increasing demands for mobile device management and the Office 365 suite of new tools.				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Foster a Team-Oriented Culture				
Department		Business Unit - Division		
IT		41920 - Information Technology		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	employee costs	80100	37,440	On Going
Expenditure	employee benefits	80500	10,483	On Going
Total Expenditure:		Total Revenue:		Net Amount:
47,923		0		\$47,923
Submitted By				
Carl R Hunter				



Decision Package Request - Budget Fiscal year 2020

23

Decision Package Title		Dept. Priority		
IT Dedicated Support Personnel in Partial Resolution of Riverbend Agreement Amendments 1.5 FTE		2		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>Numerous discussions have been underway with the City and Olmsted County Public Safety and IT teams relative to the River Bend Agreement relating to costs, administration and control. The numbers have changed over time, but the County is suggesting additional City funding of somewhere between \$925,000 and \$451,000. At the same time, the Police Dept. does not feel it gets priority of the County IT services to address our specific needs. We recommend these positions be part of the City's IT division, but dedicated to provide IT support for the Police Dept. and public safety in general, focusing on the "In-Squad" technology, such as the Mobile Computer Terminals, Squad Camera and Body Camera Systems. This should reduce the County's demand for funding as these services would no longer be provided by them.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Police		42110 - Police Administration		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Wages	41920.80100	112,320	On Going
Expenditure [Tax Levy]	Insurance	41920.80640	40,436	On Going
Expenditure [Tax Levy]	Furniture/Equipmnt	41920.83025	4,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
156,756		0		\$156,756
Submitted By				
Kathleen A Bey				



Decision Package Request - Budget Fiscal year 2020

25

Decision Package Title		Dept. Priority		
Community Services Officer (CSO) Corporal - Parking Enforcement		3		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Parking Enforcement is currently staffed with 4 CSO Parking Control Officers that are funded by Public Works. These positions are currently supervised by a Police Sergeant. With that Sergeants additional responsibilities he has little time for direct supervision of Parking Control Officers. This new position would be a working supervisor with time being split 50/50 directly supervising staff and enforcing parking ordinances (residential parking zones, loading zones, metered areas, ramps, pay lots, overtime parking, shopping centers etc.). This position would track staff trends with software to make sure equitable enforcement coverage is occurring. This position would also be responsible for ensuring the software and hardware that we utilize, including Gtechna Command Center, Duncan, T2 and ALPR are kept current, updated and operational. This position would be responsible for handling and assessing complaints that come in daily in regards to parking tickets as well.</p>				
Foundation Principles Supported				
Public Safety				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
Police		42110 - Police Administration		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Wages	42131.80100	55,245	On Going
Expenditure [Tax Levy]	Insurance	42131.80640	19,888	On Going
Expenditure [Tax Levy]	Uniform/Equipment	42131.83220	6,625	One-Time
Expenditure [Tax Levy]	Office Furn/Equip	42131.83025	2,000	One-Time
Revenue	Public Works Chg	42131.87210	83,758	On Going
Total Expenditure:		Total Revenue:		Net Amount:
83,758		83,758		\$0
Submitted By				
Kathleen A Bey				



Decision Package Request - Budget Fiscal year 2020

24

Decision Package Title		Dept. Priority		
Kronos Employee Scheduling Software		4		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>Employee Scheduling Software. Currently the police department uses a scheduling software (Schedule Anywhere) that requires manually entering employee time and schedules and then having to enter that time again into the Kronos timekeeping software. Yearly shift bids, vacation bids, on call and part time work assignments, and more are done manually which takes hundreds of employee hours to complete. This DP is for an enhancement of the existing kronos software package, that would eliminate the need for the Schedule Anywhere software.</p> <p>The annual cost of Kronos for licensing and maintenance will be \$20,000. Eliminating the old software package would create an annual savings of approximately \$6,000 slightly off setting the annual maintenance requirements related to the Kronos upgrades. Therefore, approval of this decision packet would increase the future baseline budget by \$14,000 for the on-going annual maintenance fees.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Manage Growth and Development				
Department	Business Unit - Division			
Police	42145 - Police Services - Technology			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Software Package	42145.85302	35,000	One-Time
Expenditure [Tax Levy]	Annual Mntc	42145.81240	20,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
55,000		0		\$55,000
Submitted By				
Kathleen A Bey				



Decision Package Request - Budget Fiscal year 2020

21

Decision Package Title		Dept. Priority		
Fire Marshal's Office reorganization and restructuring		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>The Fire Marshal's Office is proposing to restructure and increase the staffing of the division. The new positions will allow for better coverage of the responsibilities of the Fire Marshal's Office to the city. The new positions will be funded through increased Fire Marshal's Office permit fees and reallocation of existing salaries.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development				
Department	Business Unit - Division			
Fire	42210 - Fire Administration			
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Revenue	Permit Fees	51383,51384	250,815	On Going
Expenditure [Tax Levy]	FMO EE services	42210.80100	220,011	On Going
Total Expenditure:		Total Revenue:		Net Amount:
220,011		250,815		-\$30,804
Submitted By				
Curtis D Pronk				



Decision Package Request - Budget Fiscal year 2020

22

Decision Package Title		Dept. Priority		
Administrative Assistant I		2		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The Fire Department is requesting to add a person to our administrative team as a Administrative Assistant 1. The Fire Department has had two support people in Fire Administration since the late 1980's. The roles of the team now involve payroll, voucher processing, permit processing, software support, and technology utilization. in 2008 the Fire Department added the Emergency Management business unit within the administrative support group to give it what it needed to function. This additional responsibility coupled with the progressive functions that Fire Administration support has evolved to necessitate the need for an additional Administrative support person. The position funding would be covered by salary savings derived from position reassignment of a Deputy Chief to a Battalion Chief and reduction in overtime dollars budgeted. This proposal will not increase our 2020 employee services budget, it will be cost neutral.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life				
Department		Business Unit - Division		
Fire		42210 - Fire Administration		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Salary and Benefits	42210.80100	55,000	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
55,000	0	\$55,000		
Submitted By				
Curtis D Pronk				



Decision Package Request - Budget Fiscal year 2020

26

Decision Package Title				Dept. Priority
New Administrative Assistant II position				1
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>We are requesting the addition of one full-time employee (FTE) position of an Administrative Assistant II to help with the growing construction and rental workload. The City has grown in population which continues to expand the work coming through this department. From 2011 through 2017, the construction trade permits have increased an average of over 16% per year while the rental housing permits have increased an average of 17% per year from 2009 through 2017. With these increases our team has struggled just to keep up with the demanding workload which does not allow us the time to be strategic and look for ways to optimize our processes or improve our customer interactions going into the future. Our current revenues with the increased business and workload alone are adequate to support this position, however the City is reviewing the fee structures and considering raising fees because our building permit and rental fees have not increased for many years (2003/2004).</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development				
Department			Business Unit - Division	
Building Safety			42410 - Building Safety Administration	
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Salary and benefits	42410.80099, 805	67,000	On Going
Expenditure	Workstation	42410.85299	2,500	One-Time
Expenditure	Training	42410.82110	300	On Going
Total Expenditure:		Total Revenue:		Net Amount:
69,800		0		\$69,800
Submitted By				
Randy S Johnson				



Decision Package Request - Budget Fiscal year 2020

27

Decision Package Title		Dept. Priority		
New Building Safety Inspector		2		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>We are requesting the addition of one full-time employee (FTE) position of a Building Safety Inspector to help with the growing number of rental property inspections, citizen complaints and the potential regulations and inspections covering short-term rental properties. The number of rental properties has increased from 3035 to 5164 from 2009 to 2018. The total number of units inspected every two years has increased from 11957 to 17784 units during this same timeframe. These numbers do not include many of the new multi-family buildings that are currently under construction. There has been many conversations regarding the need to regulate short-term rentals and it appears that this will fall under the Building Safety Dept..</p> <p>The rental certificate fees have not been raised since 2004. As part of this proposal there will be a proposed rental fee increase and the potential creation of a new fee structure for the registration, licensing and inspections for short-term rental properties.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development				
Department	Business Unit - Division			
Building Safety	42440 - Housing Inspection Services			
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Salary and benefits	42440.80099, 805	84,000	On Going
Expenditure	Vehicle	42440.84970	24,000	One-Time
Expenditure	Workstation	42440.85299	2,500	One-Time
Expenditure	Training	42440.82110	450	On Going
Expenditure	Cell phone/Connectivity charges	42440.82012	1,050	On Going
Revenue	Rental Certificate Fee increase (appr	42440.51780	100,000	On Going
Revenue	Short-term Rental Annual Registratio	42440.51780	40,000	On Going
Total Expenditure:		Total Revenue:	Net Amount:	
112,000		140,000	-\$28,000	
Submitted By				
Randy S Johnson				



Decision Package Request - Budget Fiscal year 2020

19

Decision Package Title		Dept. Priority		
Smart Phones for Field Staff		5		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
Allow field staff to be more efficient with accessing work data, downloading data, and managing work.				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Manage Growth and Development				
Department		Business Unit - Division		
Public Works		43025 - Construction		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Smart Phones for Field Staff	43025.82012	5,500	On Going
Total Expenditure:		Total Revenue:		Net Amount:
5,500		0		\$5,500
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

13

Decision Package Title		Dept. Priority		
Laser Levels for Inspection		10		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
Construction Inspectors need laser levels to verify infrastructure and be more efficient with completing as-builts of construction projects.				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Manage Growth and Development				
Department		Business Unit - Division		
Public Works		43025 - Construction		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Laser Levels for Inspection	43025.83420	2,500	One-Time
Total Expenditure:	Total Revenue:		Net Amount:	
2,500	0		\$2,500	
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

11

Decision Package Title		Dept. Priority		
2020 Operating Budget Infrastructure Maintenance New Equipment-New Marathon Mastic Machine		13		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>New Marathon Mastic Machine: There are numerous streets throughout the city that have transverse cracks that become cupped and cause a rough ride, this condition can be corrected by leveling these cupped joints with mastic material (wide band of asphalt patch material) which will not only greatly improve the ride of the street but extend the life of the road several years. Not only is this used on bituminous streets but quite often on concrete streets with deteriorated joints as well.</p>				
Foundation Principles Supported				
Public Safety				
Strategic priorities Supported				
Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Public Works		43115 - Infrastructure Mtce Street Ops		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	New Marathon Mastic Machine	43115.85500	60,000	One-Time
Total Expenditure:	Total Revenue:	Net Amount:		
60,000	0	\$60,000		
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

12

Decision Package Title		Dept. Priority		
2020 Operating Budget Infrastructure Maintenance (New Equipment)-Additional Water Tanker Truck		14		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Additional Water Tanker Truck: The maintenance department utilizes a water tanker truck to perform many routine duties including cleaning off streets in the central business district, flushing off bridge decks and joints, flushing sewer lines, and in conjunction with the sewer vac truck to perform routine sediment and grease removal from sewer lines. The current flusher truck was designed and built for on-road use, however many areas of maintenance within the sewer system are off roads where this truck can't operate. The proposed water tanker truck would be built on a regular dump truck chassis to allow it to reach all the areas maintenance is needed, the increased capacity will also allow our teams to be much more efficient.</p>				
Foundation Principles Supported				
Public Safety				
Strategic priorities Supported				
Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Public Works	43115 - Infrastructure Mtce Street Ops			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Additional Water Tanker Truck	43115.85500	227,000	One-Time
Total Expenditure:	Total Revenue:			Net Amount:
227,000	0			\$227,000
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

15

Decision Package Title		Dept. Priority		
Traffic Signal Technician		3		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>The Traffic Signal Technician performs skilled work in the installation, maintenance, and repair of electrical and electronic traffic signal control devices and street lights in the Traffic and Parking section of the Engineering Division. As the city continues to grow, additional staff is needed to troubleshoot, test, repair, and perform routine maintenance on the increasing number of traffic signals, street lights, and parking meter pay stations, as well as respond to Gopher State One-Call requests and mark underground electric and fiber optic lines.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Manage Growth and Development				
Department		Business Unit - Division		
Public Works		43215 - Traffic Operations		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Traffic Signal Technician	43215.80001	78,433	On Going
Total Expenditure:	Total Revenue:		Net Amount:	
78,433	0		\$78,433	
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

16

Decision Package Title		Dept. Priority		
Copy Machine at Traffic Operations Building (TOB)		11		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This package is for replacing aging copier machine in Public Works at the Traffic Operations Building (TOB). The current copier is L4086, Lanier and it was installed 1/28/2008. The new copier would be an MPC2004ex, Lanier. The purchase price is \$2,842.06 plus optional accessories of a cabinet type F for \$104.94 and surge protector for \$94.44 total of \$3,041.44. The per quarter price for the maintenance and service plan will be \$385.50 X 4 = \$1,542.00 for a total of \$4,583.44.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Public Works	43215 - Traffic Operations			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Copier Machine TOB	43215.85300	4,584	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
4,584		0		\$4,584
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

4

Decision Package Title		Dept. Priority		
BLUEcloud Analytics and eRM		2		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>BLUEcloud Analytics and eRM are software subscription services that provide web-based, cloud-hosted suites of data-mining tools that support advanced analysis of trends and patterns as well as management of library collections and operations. BLUEcloud provides Rochester Public Library with data-driven tools to be a more flexible and responsive organization that best meets the needs of the community. These interfaces can be used by team members across the Library to create, analyze, and evaluate any combination of data it tracks, e.g., Reference division can evaluate usage data to refresh its collection; Technical Services can manage subscriptions, vendor contacts, licensing, usage statistics, and downtime issues; Administration can gain efficiencies for required reports and share relevant information with Boards and stakeholders; Readers Services division can establish trends with circulation to patron hold ratios, etc.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Library		45500 - Administration-Library		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Subscriptions and Books	45500.81390	13,311	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
13,311	0	\$13,311		
Submitted By				
Purna K Gurung				



Decision Package Request - Budget Fiscal year 2020

3

Decision Package Title		Dept. Priority		
10 hours of Librarian I (convert 0.75 FTE Librarian I to 1.0 FTE)		1		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>We are seeking to increase a current 30 hour/week (0.75FTE) 100% benefited Librarian I position into a 40 hour/week (1.0 FTE) position. A retirement from the current 30 hour/week position creates this opportunity. As benefits are an expensive part of staffing costs, adding these hours would be the most cost-effective option for this professional position. The 10 additional hours of service will be used to create additional capacity for programming to meet strategic plan goals, to provide direct customer service and to make new library materials available more quickly for customers. The on-going expenditure amount below is the estimated change in regular salaries between the 0.75 FTE and 1.0 FTE position.</p>				
Foundation Principles Supported				
Compassion, Fiscal Responsibility & Sustainability, Public Safety, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture				
Department		Business Unit - Division		
Library		45504 - Information Services-Library		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Regular Salaries	45504.80100	16,318	On Going
Total Expenditure:	Total Revenue:	Net Amount:		
16,318	0	\$16,318		
Submitted By				
Purna K Gurung				



Decision Package Request - Budget Fiscal year 2020

37

Decision Package Title		Dept. Priority		
Review of Golf Operations		8		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>This request will fund expenses related to review of golf operations by the Parks and Recreation Team and a consulting firm. City Council has requested that golf operations be reviewed to ensure that golf facilities are balanced with demand.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Park and Recreation		46001 - Park & Rec Admin		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Consulting fees	46001.81390	50,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
50,000		0		\$50,000
Submitted By				
Paul D Widman				



Decision Package Request - Budget Fiscal year 2020

36

Decision Package Title		Dept. Priority		
Review of Partnerships at the Recreation Center		9		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
City Council has requested a review of programs offered at the Recreation Center facility campus. This request will fund program audits, community engagement activities and consulting fees.				
Foundation Principles Supported				
Compassion, Fiscal Responsibility & Sustainability, Social Equity				
Strategic priorities Supported				
Enhance Quality of Life, Foster a Team-Oriented Culture, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Park and Recreation		46001 - Park & Rec Admin		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Consulting fees	46001.81360	50,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
50,000		0		\$50,000
Submitted By				
Paul D Widman				



Decision Package Request - Budget Fiscal year 2020

30

Decision Package Title		Dept. Priority		
Trash Baskets with lids		3		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Pursuant to City Council budget priority regarding trash management we are proposing to convert existing metal wire baskets in and around the park system to poly trash cans with lids. This option replaces the majority of our trash cans in one season rather than spread over a 6, 7, or 8 year time frame. While this has been a contemplated item for a number of years, this is the first step in a contemplated change in how we manage trash in the parks.</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Park and Recreation		46031 - Parks		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Trash Cans	46031.83430	20,000	One-Time
Total Expenditure:	Total Revenue:	Net Amount:		
20,000	0	\$20,000		
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

32

Decision Package Title		Dept. Priority		
Trailer for Picnic Table Transportation		4		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
Replacement of a trailer to transport picnic tables throughout the park system. This is a replacement for an older trailer that was originally purchased below the threshold amounts to be on the Equipment Revolving. This is critical to support events in the parks.				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Enhance Quality of Life				
Department		Business Unit - Division		
Park and Recreation		46031 - Parks		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Trailer for picnic table transport	46031.84970	12,000	One-Time
Total Expenditure:	Total Revenue:	Net Amount:		
12,000	0	\$12,000		
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

31

Decision Package Title		Dept. Priority		
Safety - Shelters in parks		5		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Pursuant to City Council Budget priority staff is proposing to retrofit existing shelter bathroom door for magnetic locking for better management and safety of patrons and staff. Staff made changes to one shelter in 2018 with has demonstrated some success. Staff would propose to roll this out to 6 other shelters at and average cost of 12K per site (which will vary depending on the number of doors and other required door modifications.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Park and Recreation		46031 - Parks		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Shelter Door Retrofit	46031.81230	72,000	One-Time
Total Expenditure:	Total Revenue:	Net Amount:		
72,000	0	\$72,000		
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

34

Decision Package Title		Dept. Priority		
Spray Rig ATV		7		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>REQUESTING TO REPLACE AN EXISTING SPRAY RIG GATOR WITH A NEW SPRAY RIG ATV. EXISTING UNIT 30.30115 IS A SPARE, BUT IS USED REGULARLY AS PART OF OUR OPERATION. THE NEW SPRAY RIG HAS SAFETY FEATURES THAT WILL PROTECT OUR OPERATOR AND HELP PREVENT EXPOSURES TO PARK USERS. THE NEW UNIT WILL OPERATE WITH HIGH EFFICIENCY AND MINIMIZE CHEMICAL USE COMPARED TO CURRENT OPERATIONS.</p>				
Foundation Principles Supported				
Environmental Stewardship, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life				
Department		Business Unit - Division		
Park and Recreation		46031 - Parks		
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Spray Rig ATV	46031.84970	65,000	One-Time
Total Expenditure:	Total Revenue:	Net Amount:		
65,000	0	\$65,000		
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

20

Decision Package Title				Dept. Priority
Administrative Assistant to Support Park & Forestry Division				1
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>The Parks and Forestry Division functions without full time administrative support at its Operations Center. Professional and technical team members are spending increased amounts of time conducting correspondence, phone calls and other administrative work. This is currently taking up at least 25% of their workday even with the use of temporary seasonal assistance. It is not fiscally responsible to leverage the current professional and technical team members' time in this manner as their time should be spent addressing their own job responsibilities, daily tasks and key initiatives of the Park Board and City Council.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Foster a Team-Oriented Culture, Manage Growth and Development				
Department			Business Unit - Division	
Park and Recreation			46032 - Forestry	
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	full time benefited position	46032.80001	53,200	On Going
Total Expenditure:	Total Revenue:		Net Amount:	
53,200	0		\$53,200	
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

33

Decision Package Title		Dept. Priority		
Log Loader		6		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
<p>Requesting to replace depreciated log loader 50.60108 with a new log loader. This unit is depreciated and doesn't have a replacement reserve. We felt the need to keep this additional log loader to keep up the ever increasing demand of tree work withing the City. The increase in diseased tree managment and increase in tree plantings makes it crucial to our regular operations to have two log loaders for the most basic Forestry operations. 30% - 40% of the workload from this equipment would come from Flood Control Areas</p>				
Foundation Principles Supported				
Environmental Stewardship, Fiscal Responsibility & Sustainability, Public Safety				
Strategic priorities Supported				
Enhance Quality of Life, Manage Growth and Development, Balance Public Infrastructure Investment				
Department	Business Unit - Division			
Park and Recreation	46032 - Forestry			
Type of Request				
Increase in expenditures with no new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure [Tax Levy]	Log Loader	46032	175,000	One-Time
Expenditure	Log Loader Flood Control poriton	42515	75,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
250,000		0		\$250,000
Submitted By				
Michael J Nigbur				



Decision Package Request - Budget Fiscal year 2020

64

Decision Package Title		Dept. Priority		
Restaurant Investment		1		
Decision Package Description (Please describe <u>WHAT</u> this decision package is and <u>WHY</u> you are recommending it)				
Investment will be required to assist in developing the restaurant area to the desired concept. This investment will be combined with the investment made by the accepted proposer/provider. This will enhance the quality of services that will be offered to passengers at RST. This revised amount is required to attract leading concessionaires.				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Enhance Quality of Life, Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Airport		46901 - Airport Operations		
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	Building Maintenance Upgrade	46901.81230	500,000	One-Time
Total Expenditure:		Total Revenue:		Net Amount:
500,000		0		\$500,000
Submitted By				
Adam Holz				



Decision Package Request - Budget Fiscal year 2020

48

Decision Package Title		Dept. Priority		
West Park and Ride		8		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>A new park and ride on the City's west side is desperately needed. The current park and ride at the IBM site is over capacity. Studies have shown that there are many people utilizing this site that come from the north and the west. It would be ideal that RPT begin to own and manage the park and ride locations rather than relying on a tenant-landlord relationship. The tenant-landlord relationship requires agreements that limit the growth and usage of the park and ride system.</p> <p>Cost = \$524,000. Revenues (both State and farebox) = \$550,000.</p> <p>This request is to add fix route transit bus service to the proposed park and ride lot.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Manage Growth and Development				
Department		Business Unit - Division		
Public Works		49401 - Parking Administration		
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	West Park and Ride	49401.81390	443,000	On Going
Expenditure	West Park and Ride	49401.83120	57,000	On Going
Expenditure	West Park and Ride	49401.83150	24,000	On Going
Revenue	West Park and Ride	49401.54200	420,000	On Going
Revenue	West Park and Ride	49401.59560	130,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
524,000		550,000		-\$26,000
Submitted By				
Heather M Peterson				



Decision Package Request - Budget Fiscal year 2020

49

Decision Package Title		Dept. Priority		
75th Street Park and Ride		9		
Decision Package Description (Please describe WHAT this decision package is and WHY you are recommending it)				
<p>A new park and ride on the City's north side is desperately needed. The current park and ride at the IBM site is over capacity. Studies have shown that there are many people utilizing this site that come from the north and the west. It would be ideal that RPT begin to own and manage the park and ride locations rather than relying on a tenant-landlord relationship. The tenant-landlord relationship requires agreements that limit the growth and usage of the park and ride system.</p> <p>Cost = \$524,000. Revenues (both State and farebox) = \$550,000.</p> <p>This request is to add fix route transit bus service to the proposed park and ride lot.</p>				
Foundation Principles Supported				
Fiscal Responsibility & Sustainability				
Strategic priorities Supported				
Manage Growth and Development, Balance Public Infrastructure Investment				
Department		Business Unit - Division		
Public Works		49401 - Parking Administration		
Type of Request				
Increase in expenditures with new revenue				
Fiscal Details:				
Account Type	Short Description	GL Account No.	Amount	Duration
Expenditure	75th Street Park and Ride	49401.81390	443,000	On Going
Expenditure	75th Street Park and Ride	49401.83120	57,000	On Going
Expenditure	75th Street Park and Ride	49401.83150	24,000	On Going
Revenue	75th Street Park and Ride	49401.54200	420,000	On Going
Revenue	75th Street Park and Ride	49401.59560	130,000	On Going
Total Expenditure:		Total Revenue:		Net Amount:
524,000		550,000		-\$26,000
Submitted By				
Heather M Peterson				



Section VIII

6 Year Forecast

Summary

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CITY OF ROCHESTER EXPENDITURE SUMMARY FORECAST

	2020	2021	2022	2023	2024	2025
	Budget	Budget	Budget	Budget	Budget	Budget
Mayor and Council	845,466	880,084	914,712	950,757	988,287	1,057,036
City Administration	1,368,993	1,430,731	1,493,155	1,558,368	1,626,500	1,697,640
City Clerk's Office	1,134,313	1,201,964	1,268,906	1,339,289	1,413,290	1,586,851
Elections	375,183	89,059	400,288	122,016	426,860	105,816
Administrative Fines	49,391	51,017	52,688	54,405	56,169	57,975
Finance	2,085,256	2,189,417	2,293,094	2,480,742	2,598,711	2,722,465
City Attorney's Office	2,100,449	2,196,580	2,293,627	2,395,067	2,581,584	2,696,250
Human Resources	2,256,754	2,358,089	2,460,202	2,566,855	2,758,209	2,878,360
Planning and Zoning	1,867,750	1,959,994	2,051,592	2,219,794	2,324,095	2,433,465
Information Technology	2,466,377	2,590,270	2,714,060	2,929,373	3,069,824	3,311,164
City Hall Maintenance	606,313	630,693	655,183	680,616	707,032	734,418
Total General Government	15,156,245	15,577,898	16,597,505	17,297,282	18,550,561	19,281,440
Police	30,453,408	32,233,472	34,117,986	36,092,712	38,116,099	40,344,642
Animal Control	400,393	419,792	438,847	458,818	479,751	501,683
Dispatch	1,013,700	1,134,518	1,311,396	1,500,753	1,642,186	1,856,074
Fire	19,169,123	20,218,098	21,362,014	22,562,790	23,841,215	25,192,456
Building Safety	4,205,091	4,408,722	4,683,979	4,975,890	5,285,459	5,531,637
Flood Control	735,195	761,983	789,032	817,030	846,013	875,948
Emergency Management	335,805	348,603	361,818	375,530	389,758	404,501
Total Public Safety	56,312,715	59,525,188	63,065,073	66,783,522	70,600,481	74,706,941
Engineering	3,958,339	4,282,291	4,612,585	4,963,406	5,335,961	5,731,681
Infrastructure Maintenance Management	8,762,152	9,176,237	9,598,257	10,040,137	10,502,913	10,986,982
Fleet Maintenance and PWOTC Bldg	715,263	791,188	867,128	947,097	1,101,202	1,193,335
Traffic	1,674,169	1,742,709	1,812,094	1,884,288	1,959,414	2,108,125
City Lighting	1,381,228	1,426,938	1,473,920	1,522,205	1,571,826	1,622,621
Total Public Works	16,491,151	17,419,363	18,363,984	19,357,132	20,471,315	21,642,745
Music	1,118,808	1,165,018	1,211,839	1,260,548	1,311,229	1,363,887
Art Center/Civic Theater/125 Live	864,679	886,631	909,005	931,810	955,052	978,621
Community Reinvestment	395,000	404,125	413,392	422,804	432,362	442,013
Economic Development	4,696,109	4,831,727	4,969,650	5,111,120	5,256,252	5,404,617
CBD Maintenance	309,918	321,494	333,167	345,268	357,815	370,799
Unallocated	105,117	108,271	111,519	114,864	118,310	121,859
Contingency	2,226,066	2,226,066	2,226,066	2,226,066	2,226,066	2,226,066
Total General Fund	97,675,808	102,465,780	108,201,198	113,850,416	120,279,443	126,538,988
Library	8,533,032	8,981,424	9,436,581	9,984,319	10,491,920	11,101,426
Municipal Recreation System	12,673,359	13,257,733	13,848,486	14,549,945	15,205,544	15,982,885
Mayo Civic Center	230,959	233,985	237,011	240,036	243,062	246,058
F.E. Williams	-	-	-	-	-	-
Airport	5,033,096	5,197,972	5,367,386	5,541,452	5,720,288	5,903,295
Transit	14,805,608	15,286,574	15,779,032	16,285,199	16,805,455	17,338,151
EDA Administration	2,325,620	2,395,389	2,467,250	2,541,268	2,617,506	2,696,031
Parking	6,831,003	7,035,933	7,247,011	7,464,421	7,688,354	7,919,005
Sewer Infrastructure Maintenance	11,247,518	11,584,944	11,932,492	12,290,467	12,659,181	13,038,956
Water Reclamation Plant	14,245,880	14,673,256	15,113,454	15,566,858	16,033,863	16,514,879
Sanitary Sewer Fund Debt	1,137,142	1,171,256	1,206,394	1,242,586	1,279,863	1,318,259
Total Sanitary Sewer	26,630,540	27,429,456	28,252,340	29,099,910	29,972,907	30,872,095

CITY OF ROCHESTER EXPENDITURE SUMMARY FORECAST

	2020	2021	2022	2023	2024	2025
	Budget	Budget	Budget	Budget	Budget	Budget
Storm Water Utility	7,246,357	7,463,748	7,687,660	7,918,290	8,155,839	8,400,514
Total Enterprise Funds Budget	40,707,900	41,929,137	43,187,011	44,482,621	45,817,100	47,191,613
Total Budget with Transfers	181,985,382	189,747,994	198,523,955	207,475,256	217,180,318	226,998,446
Internal Service Funds	8,702,788	8,963,872	9,232,788	9,509,771	9,795,065	10,088,917
Capital Improvements	190,651,051	6,900,000	2,837,500	1,400,000	1,100,000	6,222,500
Debt Service	11,255,192	11,592,848	11,940,633	12,298,852	12,667,818	13,047,852
Rochester EDA	943,320	971,620	1,000,768	1,030,791	1,061,715	1,093,566
Grand Totals	393,537,733	218,176,333	223,535,644	231,714,671	241,804,915	257,451,281



PROJECTED TAX LEVY FORECAST

Taxes Levied on Tax Capacity	2020	2021	2022	2023	2024	2025
Projected Levy for General Fund	(54,561,466)	(58,646,207)	(63,663,063)	(68,571,800)	(74,238,405)	(79,720,777)
Projected Levy for Library Fund	(7,158,871)	(7,630,267)	(8,063,126)	(8,586,579)	(9,069,911)	(9,655,764)
Projected Levy for Muni Rec System Fund	(8,230,477)	(8,726,866)	(9,271,704)	(9,882,505)	(10,535,895)	(11,265,834)
Projected Levy for Mayo Civic Center Fund	-	-	-	-	-	-
Projected Levy for F.E. Williams	-	-	-	-	-	-
Projected Levy for Airport Operations Fund	(557,907)	(615,748)	(697,830)	(760,975)	(871,681)	(962,692)
Projected Levy for Transit Fund	-	-	-	-	-	-
Projected Levy for EDA Administration	-	-	-	-	-	-
Projected Levy for Equipment Revolving Fund	(385,597)	(397,165)	(409,080)	(421,352)	(433,993)	(447,013)
Projected Levy for Info Technology Fund	-	-	-	-	-	-
Projected Levy for City Facilities Internal Service Fund	-	-	-	-	-	-
Projected Levy for Self Insurance Fund	-	-	-	-	-	-
Projected Levy for Construction Improvement Fund	(5,497,244)	(5,710,652)	(6,270,480)	(6,170,674)	(6,369,771)	(6,382,182)
Projected Levy for Debt Service	(3,133,209)	(1,960,263)	(1,965,279)	(1,969,397)	(1,972,112)	(1,974,094)
Projected Levy - Other	-	-	-	-	-	-
Projected Taxes Levied on Tax Capacity	(79,524,771)	(83,687,168)	(90,340,562)	(96,363,281)	(103,491,767)	(110,408,354)
% Change from Prior year	6.50%	5.23%	7.95%	6.67%	7.40%	6.68%



GENERAL FUND REVENUE PROJECTIONS

General Fund Revenues	2020	2021	2022	2023	2024	2025
	Budget	Projection	Projection	Projection	Projection	Projection
Property Taxes (levied on tax capacity)	(54,561,466)	(58,646,207)	(63,663,063)	(68,571,800)	(74,238,405)	(79,720,777)
Non-Property Taxes (Excluding Hotel/Motel)	(1,446,300)	(1,489,689)	(1,534,380)	(1,580,411)	(1,627,823)	(1,676,658)
Hotel/Motel Tax	(6,044,041)	(6,225,362)	(6,412,123)	(6,604,487)	(6,802,621)	(7,006,700)
Licenses & Permits	(5,001,477)	(5,101,507)	(5,152,522)	(5,255,572)	(5,360,683)	(5,521,504)
Fines and Forfeits	(409,308)	(409,308)	(409,308)	(413,401)	(417,535)	(417,535)
Intergovernmental	(3,706,182)	(3,780,306)	(3,855,912)	(3,933,030)	(4,011,691)	(4,091,924)
LGA	(7,509,361)	(7,509,361)	(7,509,361)	(7,509,361)	(7,509,361)	(7,509,361)
Charges For Services	(4,339,536)	(4,426,317)	(4,470,575)	(4,559,976)	(4,559,976)	(4,605,571)
Miscellaneous Revenues	(13,170,796)	(13,388,533)	(13,702,896)	(13,929,430)	(14,256,494)	(14,492,179)
Interest Earnings	(185,000)	(186,850)	(188,719)	(190,606)	(192,512)	(194,437)
Other operating revenues	(757,195)	(757,195)	(757,195)	(757,195)	(757,195)	(757,195)
Prior Year (unencumbered funds)	(545,146)	(545,146)	(545,146)	(545,146)	(545,146)	(545,146)
Total Revenues	(97,675,808)	(102,465,780)	(108,201,198)	(113,850,416)	(120,279,443)	(126,538,988)

Property Taxes as a Percentage of Revenues	55.86%	57.23%	58.84%	60.23%	61.72%	63.00%
Total Revenues/Capita	(809.92)	(838.65)	(874.28)	(908.33)	(947.68)	(984.86)

