

**CITY OF MAYER
CITY COUNCIL WORKSHOP MEETING
CITY COUNCIL CHAMBERS
MONDAY, AUGUST 12, 2019
AFTER REGULARLY SCHEDULED CITY COUNCIL MEETING**

1. Call Meeting to Order
2. 2020 General Budget
 - a. Capital Improvement Plan and Budget – Abdo Eick and Meyers
3. 2020 Sheriff Department Contract – Carver County Sheriff’s Office
4. Adjournment



CITY OF MAYER, MINNESOTA
LONG TERM PLAN - UPDATED AUGUST 8, 2019

Prepared by AEM Financial Solutions, LLC

City of Mayer, Minnesota
Long-term Plan
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INTRODUCTORY SECTION

CITY OF MAYER, MINNESOTA
LONG-TERM PLAN

COMPILATION DISCLOSURE

Honorable Mayor and City Council
City of Mayer
413 Bluejay Avenue
Mayer, Minnesota 55360

We have compiled the accompanying forecasted long-term plan that includes property tax, tax rate, fund balance and debt projections based on input from the City Council and City staff. This projection incorporates estimates through December 31, 2024. This forecast was compiled in accordance with attestation standards established by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of a forecast information that is the representation of management and does not include evaluation of the support for the assumptions underlying the forecast. We have not examined the forecast and, accordingly, do not express an opinion or any other form of assurance on the accompanying statements or assumptions. Furthermore, there will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

AEM FINANCIAL SOLUTIONS, LLC

Honorable Mayor and City Council
City of Mayer
413 Bluejay Avenue
Mayer, Minnesota 55360

Introduction

As discussed in prior communications to the City Council, we have been preparing a long-term plan for the City that is intended to provide a comprehensive view of the City as of December 31, 2018 and six years from now. We have measured and projected operations, capital and debt for the City based on assumptions made by management. The City's assumptions made are as follows:

Assumptions

- Normal operating expenses will increase by a three percent inflation rate.
- Revenue growth is assumed at two percent.
- Interest earnings on cash and investments is assumed at one percent.
- Specific housing growth assumptions are included below as Exhibit A, general tax capacity growth is assumed at one and one-half percent.

Exhibit A
City of Mayer
Growth Projections

			Built in 2017	Built in 2018	Built in 2019	Built in 2020	Built in 2021	Built in 2021
Residential Growth	Unit Value	Total Units	2019	2020	2021	2022	2023	2024
General	\$ 190,000	47	-	-	-	-	-	-
	190,000	0	-	-	-	-	-	-
	190,000	0	-	-	-	-	-	-
	200,000	0	-	-	-	-	-	-
Other	250,000	187	30	25	25	25	25	25
Total Residential Units		234	30	25	25	25	25	25
Total Residential Market Value			\$ 7,500,000	\$ 6,250,000				
Total Residential Tax Capacity			\$ 75,000	\$ 62,500				
Commercial Growth	Unit Value	Total Units	2019	2020	2021	2022	2023	2024
New C/I	\$ 750,000	0	-	-	-	-	-	-
New C/I	500,000	8	-	1	1	1	1	1
New C/I	1,000,000	1	1	-	-	-	-	-
New C/I	600,000	1	-	-	-	-	-	-
Other	-	0	-	-	-	-	-	-
Total Commercial Units		10	1	1	1	1	1	1
Total Commercial Market Value			\$ 1,000,000	\$ 500,000				
Total Commercial Tax Capacity			\$ 19,250	\$ 9,250				
Total New Market Value			\$ 8,500,000	\$ 6,750,000				
Total New Tax Capacity			94,250	71,750	71,750	71,750	71,750	71,750
Less New Fiscal Disp. Contribution Tax Capacity			(6,936)	(3,333)	(3,333)	(3,333)	(3,333)	(3,333)
Annexations			-	-	-	-	1	-
Total New Tax Capacity			\$ 87,314	\$ 68,417	\$ 68,417	\$ 68,417	\$ 68,418	\$ 68,417

- New projects have been identified in the capital plan and are to be expended in the respective capital outlay reserve.
 - The capital plan identifies the source of funds, either bonding, grants or reserves.
- The general fund tax levy increase is calculated based on the amount needed to balance the general fund expenditures.
- Where bond proceeds have been identified as a source of funding, the interest rate for financing is assumed at four percent.
- The City does not currently have any TIF districts.

Key Highlights

- The estimated General Fund reserve level at December 31, 2018 was 94%. The recommended reserve level is 35 - 50% of the general fund budget. On February 11, 2019 the City Council adopted a revised fund balance policy that states the General Fund unassigned fund balance will be maintained at 50% of the next year's budget expenditures of the General Fund. Any excess unassigned fund balance above 50% of the next year's budget expenditures shall be allocated to the following funds or to any fund as determined by future needs, as determined by the City Council.
 - Fund 435 Capital Projects/Equipment
 - Fund 410 Community Center
 - Fund 405 Street Improvement Fund

If there is a shortage in the General Fund unassigned fund balance below 50% of the next year's budgeted expenditures shall be allocated from the same funds as listed above.

As of December 31, 2019 the unassigned General balance was \$871,311. Based on the fund balance policy, \$598,941 should be retained in reserves. Based on this, the long-term plan has reallocated \$270,000 to capital funds as outlined in the fund balance policy.

At the end of each year, the City Council will want to review the General Fund unassigned balance and determine if a transfer to fund capital funds is warranted.

The Fire department currently budgets for \$100,000 of equipment in the General Fund each year. Beginning in 2020, the Fire department budgeted expenditures in the General fund have been reduced by \$100,000. Offsetting this is a reduction in the General Fund property tax levy and an increase in property taxes levied for Fund 435 – Equipment. This will allow the Fire department to proactively save for future equipment.

- The City's tax rate is estimated at 53.04% in 2019 will increase slightly to an estimated 66.99% in 2022 if the City decided to fund Streets at the expenditure level anticipated by the City engineer as outlined in the Pavement Management Plan dated August 15, 2018. The tax rate will decrease in 2023 to 54.95% as the 2014A Bond tax levy is completed.
- The City's existing debt will decrease from \$5,571,164 as of December 31, 2018 to \$485,000 in 2024. Additionally, it is anticipated that a bond issue of \$1.35 million would be needed in 2022, \$1.2M in 2023 and \$1M in 2024 to fund the Pavement management plan and a USDA loan of \$3.1 million would be needed in 2020 for the Fire Station.
- The City's total cash balances are projected to decrease from \$6,098,637 as of December 31, 2018 to \$4,354,939 as of December 31, 2024. This is due to internally financing planned equipment and capital to a great degree. The balance overall is still healthy considering debt and expenditures.
- The City's total debt per capita will decrease from \$2,732 to \$2,089 over the life of this Plan.
- The future taxes per capita would be \$612 per person at 2024 compared with projected taxes per capita of \$576 in 2019.

FINANCIAL SECTION

CITY OF MAYER, MINNESOTA
LONG-TERM PLAN

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City of Mayer, Minnesota
Statement of Revenues and Expenditures
Summary Budget - General Fund
For the Year Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018	2019	2020
	Actual	Projected	Projected
	Amounts	Amounts	Amounts
Revenue			
Taxes	\$ 486,523	\$ 639,646	\$ 461,313
Licenses and permits	192,258	102,400	104,448
Intergovernmental revenues	357,828	338,058	344,819
Charges for services	60,396	92,278	94,124
Fines and forfeitures	3,131	1,000	1,020
Special assessments	194	-	-
Interest earnings	6,756	2,500	2,550
Miscellaneous revenue	23,481	22,000	22,440
Transfers in	-	-	-
Total Revenues	1,130,567	1,197,882	1,030,713
Expenditures			
General government	359,749	328,332	338,182
Public safety	235,283	267,374	175,395
Public works	194,710	144,823	149,168
Sanitation & recycling	3,920	5,390	5,552
Culture & recreation	62,610	67,913	69,950
Economic development	835	4,550	4,687
Capital outlay	241,479	276,000	284,280
Debt service	8,334	3,500	3,500
Transfers out - streets	-	100,000	100,000
Transfers out - equipment	-	-	100,000
Transfers out - facilities	-	-	-
Transfers out - parks/trails	-	-	75,000
Transfers out - storm drainage	-	-	-
Transfers out - non CIP Fund	-	-	-
Other / adjustment	4,486	-	-
Total Expenditures	1,111,406	1,197,882	1,305,713
Net Revenue Over (Under) Expense	\$ 19,161	\$ -	\$ (275,000)
	94%	87%	53%

	2021	2022	2023	2024
	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$	480,741	\$ 500,971	\$ 521,924	\$ 543,624
	106,537	108,668	110,841	113,058
	351,716	358,750	365,925	373,243
	96,006	97,926	99,885	101,882
	1,040	1,061	1,082	1,104
	-	-	-	-
	2,601	2,653	2,706	2,760
	22,889	23,347	23,814	24,290
	-	-	-	-
	<u>1,061,530</u>	<u>1,093,376</u>	<u>1,126,177</u>	<u>1,159,962</u>
	348,327	358,777	369,540	380,627
	180,657	186,077	191,659	197,409
	153,643	158,252	163,000	167,890
	5,718	5,890	6,066	6,248
	72,049	74,210	76,437	78,730
	4,827	4,972	5,121	5,275
	292,808	301,593	310,640	319,960
	3,500	3,605	3,713	3,825
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	<u>1,061,530</u>	<u>1,093,376</u>	<u>1,126,177</u>	<u>1,159,962</u>
\$	-	\$ -	\$ -	\$ -
	65%	63%	61%	60%

City of Mayer, Minnesota
Schedule of Property Tax Levied and Tax Rates
For the Year Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

		2018	2019
		Actual	Projected
		Amounts	Amounts
Property Taxes Levied for General Purposes			
101	General Fund	\$ 478,215	\$ 639,646
Property Taxes Levied for Debt Service			
101	Fire Station	8,308	3,320
325	GO Improvement and Utility Refunding Bonds 2014A	150,664	153,079
350	GO Bonds 2015A	69,970	68,579
640	GO Water and Sewer Refunding Bonds 2007A	282,000	253,000
	<i>Subtotal</i>	<u>510,942</u>	<u>477,978</u>
Property Tax Levied for Capital Projects (Re-appropriated from General Fund)			
220	Streets *	y	-
400/405	Equipment	y	-
410	Facilities	y	-
435	Parks	y	70,000
220	Potential levies for new debt service - Streets	y	-
400/405	Potential levies for new debt service - Equipment	y	-
410	Potential levies for new debt service - Facilities	y	-
435	Potential levies for new debt service - Parks	y	-
	<i>Subtotal</i>	-	70,000
* Streets levy includes reappropriation from General Fund \$100,000 and \$100,000 for projects (2021)			
	Total Tax Levies	<u>\$ 989,157</u>	<u>\$ 1,187,624</u>
	Percent Increase	5%	20%
Tax Capacity			
	Personal and Real Estate - Carver County	\$ 1,655,214	\$ 1,920,350
	Assumed new growth	-	-
	Less: Contribution to fiscal disparities	75,009	75,009
	Less: Tax Increment	-	-
	Tax capacity used for local rate	1,580,205	1,845,341
	Add: Distribution from fiscal disparities	192,223	208,899
	Adjusted Net Tax Capacity	<u>\$ 1,772,428</u>	<u>\$ 2,054,240</u>

2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ 461,313	\$ 480,741	\$ 500,971	\$ 521,924	\$ 543,624

-	-	-	-	-
218,079	213,879	218,079	-	-
46,961	46,121	45,281	44,231	48,431
254,500	234,500	214,500	194,500	174,500
519,540	494,500	477,860	238,731	222,931

100,000	200,000	100,000	100,000	100,000
100,000	100,000	100,000	100,000	100,000
-	-	-	-	-
70,000	-	-	-	-
-	-	220,500	214,200	207,900
-	-	-	-	-
57,834	150,369	150,369	150,369	150,369
-	-	-	-	-
327,834	450,369	570,869	564,569	558,269

\$ 1,308,687	\$ 1,425,610	\$ 1,549,700	\$ 1,325,225	\$ 1,324,825
10%	9%	9%	-14%	0%

\$ 1,949,155	\$ 1,978,393	\$ 2,008,068	\$ 2,038,189	\$ 2,068,762
68,417	68,417	68,417	68,418	68,417
75,009	75,009	75,009	75,009	75,009
-	-	-	-	-
1,942,563	1,971,801	2,001,476	2,031,598	2,062,170
208,899	208,899	208,899	208,899	208,899
\$ 2,151,462	\$ 2,180,700	\$ 2,210,375	\$ 2,240,497	\$ 2,271,069

City of Mayer, Minnesota
 Schedule of Property Taxes Levied and Tax Rates (Continued)
 For the Year Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018 Actual Amounts	2019 Projected Amounts
Tax Rates		
General	24.38%	28.57%
Scheduled debt levies	26.05%	21.35%
Proposed levies to fund CIP	0.00%	3.13%
 Total Direct Tax Rate (factors Fiscal Disparities not reflected in tax capacity)	 <u>50.43%</u>	 <u>53.04%</u>
 Population	 2,040	 2,060
 Taxes per Capita	 <u>\$ 484.98</u>	 <u>\$ 576.52</u>
 Median Home Value	 \$ 170,968	 \$ 173,533
Median Home Taxes (from city)	\$862	\$920
% change from prior year \$'s	-5%	7%
Tax Levy (\$)		
General	\$ 478,215	\$ 639,646
Scheduled debt levies	510,942	477,978
Proposed levies to fund CIP	-	70,000
Tax Levy (%)		
General	48%	54%
Scheduled debt levies	52%	40%
Proposed levies to fund CIP	0%	6%

2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
19.96%	20.81%	21.66%	21.64%	22.21%
22.48%	21.40%	20.66%	9.90%	9.11%
14.18%	19.49%	24.68%	23.41%	22.80%
56.62%	61.71%	66.99%	54.95%	54.11%
2,081	2,101	2,122	2,144	2,165
\$ 629.00	\$ 678.41	\$ 730.16	\$ 618.22	\$ 611.91
\$ 176,136	\$ 178,778	\$ 181,460	\$ 184,182	\$ 186,944
\$997	\$1,103	\$1,216	\$1,012	\$1,012
8%	11%	10%	-17%	0%
\$ 461,313	\$ 480,741	\$ 500,971	\$ 521,924	\$ 543,624
519,540	494,500	477,860	238,731	222,931
327,834	450,369	570,869	564,569	558,269
35%	34%	32%	39%	41%
40%	35%	31%	18%	17%
25%	32%	37%	43%	42%

City of Mayer, Minnesota
Schedule of Annual Fund Cash Balances
For the Year Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018 Actual Amounts	2019 Projected Amounts
Government-type		
General Operations		
101 General	\$ 1,040,420	\$ 1,040,420
Special Revenue		
212 Fire department contributions	13,844	13,982
222 Old schoolhouse	-	-
225 Economic development authority	19,748	19,945
Subtotal	33,592	33,928
Debt Service		
325 GO Improvement/Utility Revenue Bonds 2014A	332,469	263,147
350 GO Bonds, Series 2015A	120,949	141,803
Subtotal	453,418	404,950
Capital Projects		
210 Fire truck	152,535	154,060
215 FEMA grant	-	-
220 Parks capital fund	356,644	325,935
400 70th Street Reserve	-	-
405 Streets capital fund	113,149	214,280
410 Facilities capital fund	24,438	24,682
435 Equipment capital fund	851,128	316,075
Subtotal	1,497,894	1,035,033
Total - Governmental-type Funds	\$ 3,025,324	\$ 2,514,332
Business-type		
Enterprise Funds		
620 Water	\$ 1,101,171	\$ 1,292,358
640 Sewer	1,889,275	1,717,444
650 Storm Water	17,476	(33,108)
Total - Business-type Funds	\$ 3,007,922	\$ 2,976,694
Agency-type		
Agency		
800 Developer Escows	\$ 65,391	\$ 66,045
Total - Agency-type Funds	\$ 65,391	\$ 66,045
Grand Total - City	\$ 6,098,637	\$ 5,557,071

2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ 690,420	\$ 690,420	\$ 690,420	\$ 690,420	\$ 690,420
14,122	14,263	14,406	14,550	14,696
-	-	-	-	-
20,145	20,346	20,550	20,755	20,963
34,267	34,610	34,956	35,306	35,659
256,589	244,950	237,727	9,032	9,213
142,239	143,236	140,042	137,711	141,704
398,828	388,185	377,769	146,742	150,917
155,601	157,157	158,729	160,316	161,919
-	-	-	-	-
327,600	60,149	105,910	153,031	201,545
-	-	-	-	-
126,423	1,407,688	1,259,264	-	-
287,683	274,966	237,689	239,994	242,321
14,672	56,255	143,253	171,122	274,269
911,979	1,956,215	1,904,845	724,462	880,054
\$ 2,035,495	\$ 3,069,430	\$ 3,007,990	\$ 1,596,930	\$ 1,757,050
\$ 1,464,439	\$ 1,275,934	\$ 1,430,967	\$ 1,312,466	\$ 1,312,466
1,784,362	1,647,984	1,276,710	1,099,376	1,099,376
(32,338)	(11,874)	33,872	116,634	116,634
\$ 3,216,463	\$ 2,912,043	\$ 2,741,549	\$ 2,528,475	\$ 2,528,475
\$ 66,705	\$ 67,372	\$ 68,046	\$ 68,727	\$ 69,414
\$ 66,705	\$ 67,372	\$ 68,046	\$ 68,727	\$ 69,414
\$ 5,318,663	\$ 6,048,845	\$ 5,817,585	\$ 4,194,132	\$ 4,354,939

City of Mayer, Minnesota
 Projected Outstanding Debt Schedule
 For the Year Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

Fund	Issue	2018 Actual Amounts
Existing Debt		
Government-type		
Lease Purchase Agreements		
101	Fire Station Lease and Purchase Option Agreement 2009	\$ 3,164
G.O. Improvement Bonds		
325	GO Improvement and Utility Refunding Bonds 2014A	1,080,000
350	GO Bonds 2015A - Improvements	345,000
350	GO Bonds 2015A - Equipment Certificates	285,000
	Total G.O. Improvement Bonds	1,710,000
Business-type		
G.O. Revenue Bonds		
620	Minnesota Public Facilities Authority Loan 1998	49,000
640	Minnesota Public Facilities Authority Loan 1998	87,000
620	Minnesota Public Facilities Authority Loan 2005	1,167,000
620	GO Water and Sewer Refunding Bonds 2007A	646,650
620	GO Bonds 2015A	160,000
640	GO Water and Sewer Refunding Bonds 2007A	1,748,350
	Total G.O. Revenue Bonds	3,858,000
Total Debt		5,571,164
Government-type		
G.O. Improvement Bonds and USDA Loan (Proposed)		
	Potential new debt to balance projects - streets	-
	Potential new debt to balance projects - equipment	-
	Potential new debt to balance projects - facilities	-
	Potential new debt to balance projects - parks	-
	Total Potential New Debt	-
Government-type		1,713,164
Business-type		3,858,000
Total Existing and Potential New Debt		\$ 5,571,164
Population		2040
Debt Per Capita		\$ 2,732

2019	2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
875,000	665,000	450,000	230,000	-	-
305,000	265,000	225,000	180,000	135,000	90,000
245,000	205,000	165,000	125,000	85,000	45,000
1,425,000	1,135,000	840,000	535,000	220,000	135,000
25,000	-	-	-	-	-
44,000	-	-	-	-	-
1,031,000	892,000	751,000	607,000	460,000	310,000
531,900	406,350	270,000	179,550	91,800	-
140,000	120,000	100,000	80,000	60,000	40,000
1,438,100	1,098,650	730,000	485,450	248,200	-
3,210,000	2,517,000	1,851,000	1,352,000	860,000	350,000
4,635,000	3,652,000	2,691,000	1,887,000	1,080,000	485,000
-	-	-	1,350,000	1,200,000	1,050,000
-	-	-	-	-	-
-	-	3,100,000	3,063,823	3,026,379	2,987,625
-	-	-	-	-	-
-	-	3,100,000	4,413,823	4,226,379	4,037,625
1,425,000	1,135,000	3,940,000	4,948,823	4,446,379	4,172,625
3,210,000	2,517,000	1,851,000	1,352,000	860,000	350,000
\$ 4,635,000	\$ 3,652,000	\$ 5,791,000	\$ 6,300,823	\$ 5,306,379	\$ 4,522,625
2060	2081	2101	2122	2144	2165
\$ 2,250	\$ 1,755	\$ 2,756	\$ 2,969	\$ 2,475	\$ 2,089

City of Mayer, Minnesota
 Capital Improvement Plan - Streets Fund 405
 Schedule of Planned Capital Outlay
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

Department	Year to Replace	Item	Cost	<u>2018 Actual Amounts</u>
Public works	2020	Coldwater Crossing, Old School House Rd, Riverbend Tr	\$ 290,000	\$ -
Public works	2021	5th Street NE	420,000	-
Public works	2022	Shimmcor St, West Ridge Rd	273,000	-
Public works	2023	Coldwater Crossing, Big Oak Ln, Deerwoods, Grey Owl, Meadow Ln, Riverbend	440,000	-
Public works	2024	Hidden Cr, Cardinal, Apple, Foxtail, Evergreen, Drake, Birch, Walnut, Meadow	536,000	-
Public works	2024	Hidden Cr, Hidden Tr, Pinecone, Coldwater Crossing	512,000	-
				<u>\$ -</u>

2019	2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -
-	-	420,000	-	-	-
-	-	-	273,000	-	-
-	-	-	-	440,000	-
-	-	-	-	-	536,000
-	-	-	-	-	512,000
\$ -	\$ 290,000	\$ 420,000	\$ 273,000	\$ 440,000	\$ 1,048,000

City of Mayer, Minnesota
 Capital Improvement Plan - Streets Fund 405
 Schedule of Projected Revenue, Expenditures and Debt
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018
Revenues	
Property taxes	\$ -
Interest on investments	687
Miscellaneous	-
Total Revenues	687
Expenditures	
Capital outlay	-
Public works	-
Total Expenditures	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	687
Other Financing Sources	
Transfers In	-
Borrow from 435	-
Close fund 400	43,973
General Fund	-
Intergovernmental	-
Other Contribution	-
Bond Proceeds	-
Special Assessments	-
Transfers Out	-
Total Other Financing Sources	43,973
Net Change in Fund Balances	44,660
Fund Balances January 1	68,489
Fund Balances, December 31	\$ 113,149

Capital Project Fund Projected Activity

2019	2020	2021	2022	2023	2024
\$ -	\$ 100,000	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000
1,131	2,143	1,264	14,077	12,488	9,213
-	-	-	-	-	-
1,131	102,143	201,264	114,077	112,488	109,213
-	290,000	420,000	273,000	440,000	1,048,000
-	290,000	420,000	273,000	440,000	1,048,000
1,131	(187,857)	(218,736)	(158,923)	(327,512)	(938,787)
-	-	-	-	-	-
-	-	-	-	-	-
100,000	100,000	-	-	-	-
-	-	-	-	-	-
-	-	1,500,000	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
100,000	100,000	1,500,000	-	-	-
101,131	(87,857)	1,281,264	(158,923)	(327,512)	(938,787)
113,149	214,280	126,423	1,407,688	1,248,764	921,252
\$ 214,280	\$ 126,423	\$ 1,407,688	\$ 1,248,764	\$ 921,252	\$ (17,535)

City of Mayer, Minnesota
 Capital Improvement Plan - Streets Fund 405
 Schedule of Projected Revenue, Expenditures and Debt (Continued)
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018
Beginning Balance	\$ -
Revenue	
Tax levy	-
Interest	-
Transfers in	-
Total Revenue	-
Expenditures	
Principle	-
Interest	-
Total Expenditures	-
Ending Balance	\$ -

Debt Service Fund Related Activity

2019	2020	2021	2022	2023	2024
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	220,500	214,200	207,900
-	-	-	-	105	103
-	-	-	220,500	214,305	208,003
-	-	-	150,000	150,000	150,000
-	-	-	60,000	54,000	48,000
-	-	-	210,000	204,000	198,000
\$ -	\$ -	\$ -	\$ 10,500	\$ 10,305	\$ 10,003

City of Mayer, Minnesota
 Capital Improvement Plan - Equipment Fund 435
 Schedule of Planned Capital Outlay
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

Department	Year to Replace	Item	Cost	2018		2019	
				Actual	Projected	Actual	Projected
Public Works	2019	Replace John Deere/Front End Loader	\$ 75,000	\$ -	\$ -	\$ 75,000	
Public Works	2019	Replace S590 Bobcat	15,000	-	-	15,000	
Public Works	2019	Dump Truck, Plow and Sander	150,000	-	-	150,000	
Public Works	2020	Loader/Backhoe Tractor	200,000	-	-	-	
Public Works	2020	Replace 72" Hustler	6,000	-	-	-	
Public Works	2021	Replace 4520 John Deere Tractor	40,000	-	-	-	
Public Works	2021	Replace Kubota RTV	20,000	-	-	-	
Public Works	2022	Replace S650 Bobcat	15,000	-	-	-	
Fire	2019	Turn Out Gear	10,000	-	-	10,000	
Fire	2019	Air packs	15,000	-	-	15,000	
Fire	2019	Replace Radios	9,000	-	-	9,000	
Fire	2019	Replace hose, tools, pagers, extrication tools & misc	10,000	-	-	10,000	
Fire	2020	Air packs	15,000	-	-	-	
Fire	2021	Air packs	15,000	-	-	-	
Fire	2022	Air packs	15,000	-	-	-	
Fire	2023	Air packs	15,000	-	-	-	
Fire	2020	Replace Tanker 1989	300,000	-	-	-	
Fire	2023	Small Rescue	75,000	-	-	-	
				<u>\$ -</u>		<u>\$ 284,000</u>	

2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
200,000	-	-	-	-
6,000	-	-	-	-
-	40,000	-	-	-
-	20,000	-	-	-
-	-	15,000	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
15,000	-	-	-	-
-	15,000	-	-	-
-	-	15,000	-	-
-	-	-	15,000	-
300,000	-	-	-	-
-	-	-	75,000	-
\$ 521,000	\$ 75,000	\$ 30,000	\$ 90,000	\$ 15,000

City of Mayer, Minnesota
 Capital Improvement Plan - Equipment Fund 435
 Schedule of Projected Revenue, Expenditures and Debt
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018	2019
Revenues		
Property taxes	\$ -	\$ -
Interest on investments	8,357	8,511
Special assessments	16,436	16,436
Miscellaneous (township billing contract)	-	-
Total Revenues	24,793	24,947
Expenditures		
Capital outlay		
Equipment	-	284,000
Total Expenditures	-	284,000
Excess (Deficiency) of Revenues Over (Under) Expenditures	24,793	(259,053)
Other Financing Sources		
Transfers In		
Fire donation	-	-
Bond proceeds	-	-
General fund	-	-
Bond Proceeds	-	-
Intergovernmental	-	-
Sale of Fixed Asset	-	-
Transfers In	-	-
Transfers Out	-	(276,000)
Total Other Financing Sources	-	(276,000)
Net Change in Fund Balances	24,793	(535,053)
Fund Balances January 1	826,335	851,128
Fund Balances, December 31	\$ 851,128	\$ 316,075

Capital Project Fund Projected Activity

	2020	2021	2022	2023	2024
\$	100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	3,161	147	563	1,433	1,711
	16,436	16,436	16,436	16,436	16,436
	-	-	-	-	-
	<u>119,597</u>	<u>116,583</u>	<u>116,999</u>	<u>117,869</u>	<u>118,147</u>
	<u>521,000</u>	<u>75,000</u>	<u>30,000</u>	<u>90,000</u>	<u>15,000</u>
	<u>521,000</u>	<u>75,000</u>	<u>30,000</u>	<u>90,000</u>	<u>15,000</u>
	<u>(401,403)</u>	<u>41,583</u>	<u>86,999</u>	<u>27,869</u>	<u>103,147</u>
	-	-	-	-	-
	-	-	-	-	-
	100,000	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>(301,403)</u>	<u>41,583</u>	<u>86,999</u>	<u>27,869</u>	<u>103,147</u>
	<u>316,075</u>	<u>14,672</u>	<u>56,255</u>	<u>143,253</u>	<u>171,122</u>
\$	<u>14,672</u>	\$ <u>56,255</u>	\$ <u>143,253</u>	\$ <u>171,122</u>	\$ <u>274,269</u>

City of Mayer, Minnesota
 Capital Improvement Plan - Equipment Fund 435
 Schedule of Projected Revenue, Expenditures and Debt (Continued)
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018	2019
Beginning Balance	\$ -	\$ -
Revenue		
Tax levy	-	-
Interest	-	-
Transfers in	-	-
Total Revenue	-	-
Expenditures		
Principle	-	-
Interest	-	-
Total Expenditures	-	-
Ending Balance	\$ -	\$ -

Debt Service Fund Related Activity

	2020		2021		2022		2023		2024
\$	-	\$	-	\$	-	\$	-	\$	-
	-		-		-		-		-
	-		-		-		-		-
	-		-		-		-		-
	-		-		-		-		-
	-		-		-		-		-
\$	-	\$	-	\$	-	\$	-	\$	-

City of Mayer, Minnesota
 Capital Improvement Plan - Facilities Fund 410
 Schedule of Planned Capital Outlay
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

Department	Year to Replace	Item	Cost	2018 Actual Amounts	2019 Projected Amounts
Fire	2020	Fire Station	\$ 2,800,000	\$ -	\$ -
Parks	2020	Community Center	25,000	-	-
Parks	2020	Community Center - carpet	15,000	-	-
Parks	2021	Community Center - cabinets	20,000	-	-
Parks	2022	Community Center - flooring	40,000	-	-
				<u>\$ -</u>	<u>\$ -</u>

2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ 2,800,000	\$ -	\$ -	\$ -	\$ -
25,000	-	-	-	-
15,000	-	-	-	-
-	20,000	-	-	-
-	-	40,000	-	-
\$ 2,840,000	\$ 20,000	\$ 40,000	\$ -	\$ -

City of Mayer, Minnesota
 Capital Improvement Plan - Facilities Fund 410
 Schedule of Projected Revenue, Expenditures and Debt
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018	2019
Revenues		
Property taxes	\$ -	\$ -
Interest on investments	243	244
Miscellaneous	-	-
Total Revenues	243	244
Expenditures		
Capital outlay		
Facilities	-	-
Total Expenditures	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	243	244
Other Financing Sources		
Transfers In		
General Fund	-	-
Loan Proceeds	-	-
Bond Proceeds	-	-
Intergovernmental	-	-
Sale of Fixed Asset	-	-
Loan Principal	-	-
Loan Interest	-	-
Transfers Out	-	-
Total Other Financing Sources	-	-
Net Change in Fund Balances	243	244
Fund Balances January 1	24,195	24,438
Fund Balances, December 31	\$ 24,438	\$ 24,682

Capital Project Fund Projected Activity

2020	2021	2022	2023	2024
\$ -	\$ -	\$ -	\$ -	\$ -
247	2,849	2,678	2,305	2,328
-	-	-	-	-
247	2,849	2,678	2,305	2,328
2,840,000	20,000	40,000	-	-
2,840,000	20,000	40,000	-	-
(2,839,753)	(17,151)	(37,322)	2,305	2,328
-	-	-	-	-
3,100,000	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
3,100,000	-	-	-	-
260,247	(17,151)	(37,322)	2,305	2,328
24,682	284,929	267,778	230,456	232,761
\$ 284,929	\$ 267,778	\$ 230,456	\$ 232,761	\$ 235,088

City of Mayer, Minnesota
 Capital Improvement Plan - Facilities Fund 410
 Schedule of Projected Revenue, Expenditures and Debt (Continued)
 For the Years Ended December 31, 2017 to 2018 (Actual) and 2019 to 2023 (Projected)

	2018	2019
Beginning Balance	\$ -	\$ -
Revenue		
Tax levy	-	-
Interest	-	-
Transfers in	-	-
Total Revenue	-	-
Expenditures		
Principle	-	-
Interest	-	-
Total Expenditures	-	-
Ending Balance	\$ -	\$ -

Debt Service Fund Related Activity

2020	2021	2022	2023	2024
\$ -	\$ -	\$ -	\$ -	\$ -
57,834	150,369	150,369	150,369	150,369
-	28	72	72	72
-	-	-	-	-
<u>57,834</u>	<u>150,397</u>	<u>150,441</u>	<u>150,442</u>	<u>150,442</u>
-	36,177	37,443	38,754	40,110
55,080	107,032	105,766	104,455	103,099
55,080	143,209	143,209	143,209	143,209
<u>\$ 2,754</u>	<u>\$ 7,188</u>	<u>\$ 7,232</u>	<u>\$ 7,233</u>	<u>\$ 7,233</u>

City of Mayer, Minnesota
 Capital Improvement Plan - Parks Fund 220
 Schedule of Planned Capital Outlay
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

Department	Year to Replace	Item	Cost	2018		2019	
				Actual	Amounts	Projected	Amounts
Parks	2019	Trails	\$ 50,000	\$ -	\$ -	\$ 50,000	
Parks	2019	Skate Park	25,000	-	-	25,000	
Parks	2019	Park Trees and Shrubs	3,000	-	-	3,000	
Parks	2019	Archery Range	10,000	-	-	10,000	
Parks	2019	Curbing Meadow Park	5,830	-	-	5,830	
Parks	2019	Parking Area & Road to/from HWY 25	50,000	-	-	50,000	
Parks	2019	Picnic Tables	3,000	-	-	3,000	
Parks	2020	Discovery Park Play Equipment	100,000	-	-	-	
Parks	2020	Basketball Court - Discovery Park	30,000	-	-	-	
Parks	2020	Trails	60,000	-	-	-	
Parks	2021	Trails	65,000	-	-	-	
Parks	2021	Splash Pad	250,000	-	-	-	
Parks	2022	Trails	70,000	-	-	-	
Parks	2022	Meadow Park Parking Lot	55,000	-	-	-	
Parks	2023	Shelter at OSH	350,000	-	-	-	
				\$	-	\$	146,830

2020	2021	2022	2023	2024
Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts	Projected Amounts
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
100,000	-	-	-	-
30,000	-	-	-	-
60,000	-	-	-	-
-	65,000	-	-	-
-	250,000	-	-	-
-	-	70,000	-	-
-	-	55,000	-	-
-	-	-	350,000	-
\$ 190,000	\$ 315,000	\$ 125,000	\$ 350,000	\$ -

City of Mayer, Minnesota
 Capital Improvement Plan - Parks Fund 220
 Schedule of Projected Revenue, Expenditures and Debt
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018	2019
Revenues		
Property taxes	\$ -	\$ 70,000
Interest on investments	3,350	3,566
Donations	-	-
Miscellaneous (Park Dedication Fees)	41,720	42,554
Total Revenues	45,070	116,121
Expenditures		
Capital outlay		
Facilities	-	146,830
Total Expenditures	-	146,830
Excess (Deficiency) of Revenues Over (Under) Expenditures	45,070	(30,709)
Other Financing Sources		
Transfers In		
General	-	-
Bond Proceeds	-	-
Sale of Fixed Asset	-	-
Transfers Out	-	-
Total Other Financing Sources	-	-
Net Change in Fund Balances	45,070	(30,709)
Fund Balances January 1	311,574	356,644
Fund Balances, December 31	\$ 356,644	\$ 325,935

Capital Project Fund Projected Activity

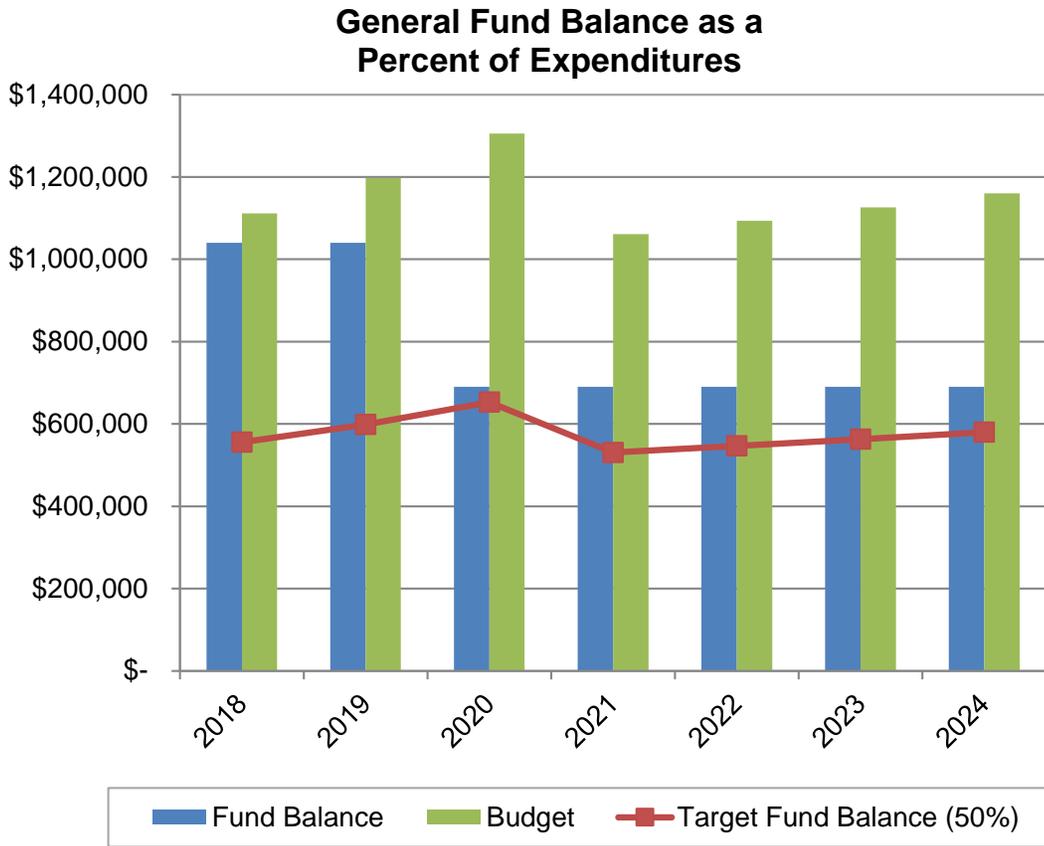
2020	2021	2022	2023	2024
\$ 70,000	\$ -	\$ -	\$ -	\$ -
3,259	3,276	601	1,059	1,530
-	-	125,000	350,000	-
43,405	44,274	45,159	46,062	46,983
116,665	47,550	170,761	397,121	48,514
190,000	315,000	125,000	350,000	-
190,000	315,000	125,000	350,000	-
(73,335)	(267,450)	45,761	47,121	48,514
75,000	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
75,000	-	-	-	-
1,665	(267,450)	45,761	47,121	48,514
325,935	327,600	60,149	105,910	153,031
\$ 327,600	\$ 60,149	\$ 105,910	\$ 153,031	\$ 201,545

City of Mayer, Minnesota
 Capital Improvement Plan - Parks Fund 220
 Schedule of Projected Revenue, Expenditures and Debt (Continued)
 For the Years Ended December 31, 2018 (Actual) and 2019 to 2024 (Projected)

	2018	2019
Beginning Balance	\$ -	\$ -
Revenue		
Tax levy	-	-
Interest	-	-
Transfers in	-	-
Total Revenue	-	-
Expenditures		
Principle	-	-
Interest	-	-
Total Expenditures	-	-
Ending Balance	\$ -	\$ -

Debt Service Fund Related Activity

	2020		2021		2022		2023		2024
\$	-	\$	-	\$	-	\$	-	\$	-
	-		-		-		-		-
	-		-		-		-		-
	-		-		-		-		-
	-		-		-		-		-
	-		-		-		-		-
\$	-	\$	-	\$	-	\$	-	\$	-

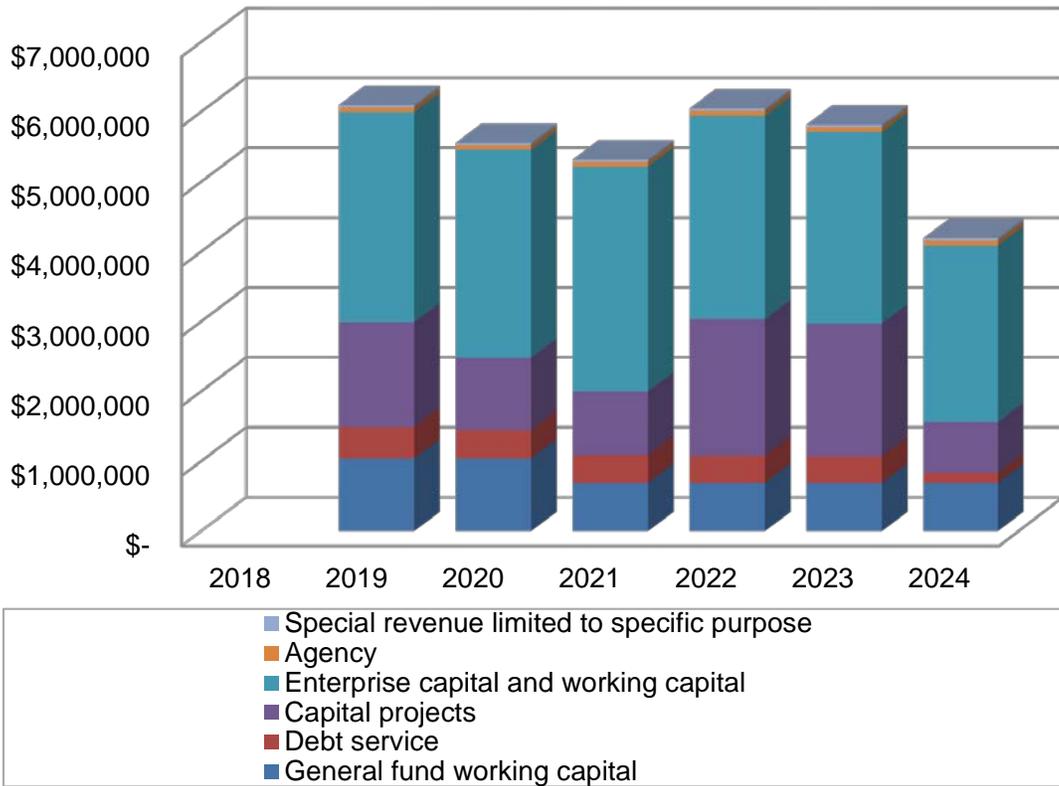


General Fund Balance as a Percent of Revenue:

The General fund fund balance should be maintained at a level to provide for adequate working capital reserves. Typically a 50% reserve is a sufficient target and that appears to be an adequate target for Mayer based on revenue and expenditure patterns. The City can build to this target by adding to contingency each year. This can be accomplished by reducing expenditures and maintaining the same level of revenue or increasing tax levy.

General Fund Operations and All Funds Cash Balances (Continued)

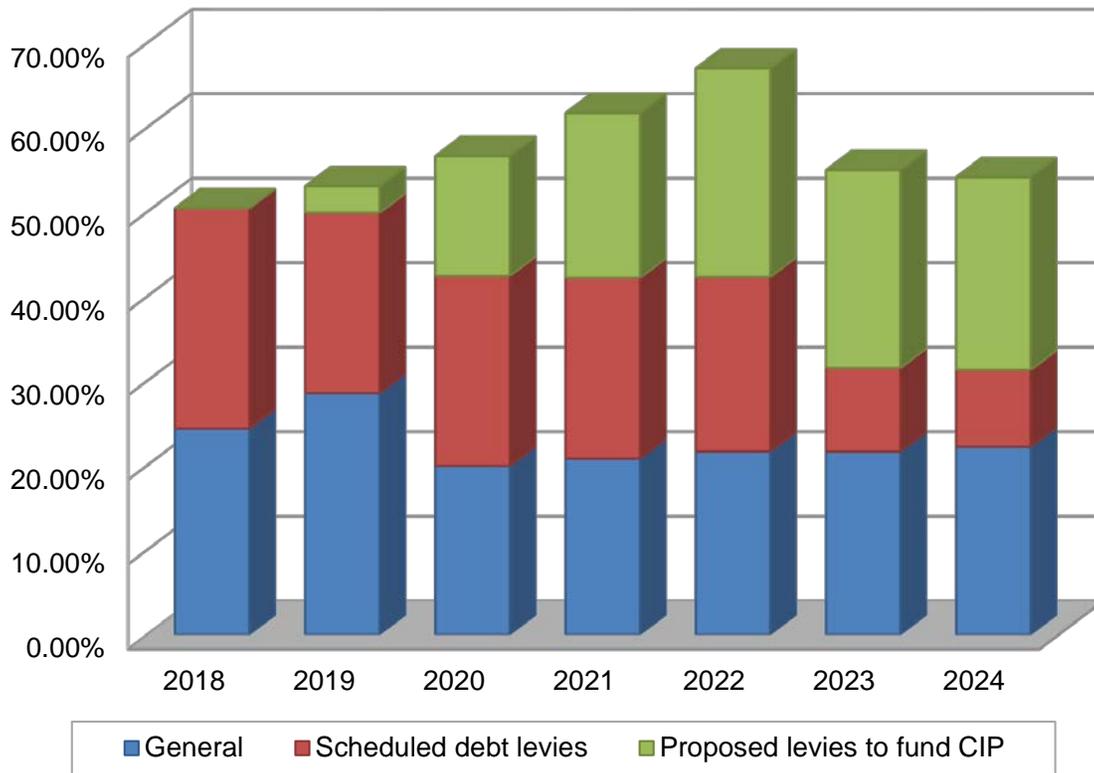
Cash Balance by Planned Use



Cash Balance by Planned Use:

The balances represented in this graph are categorized by the planned use and/or limitations determined by statute.

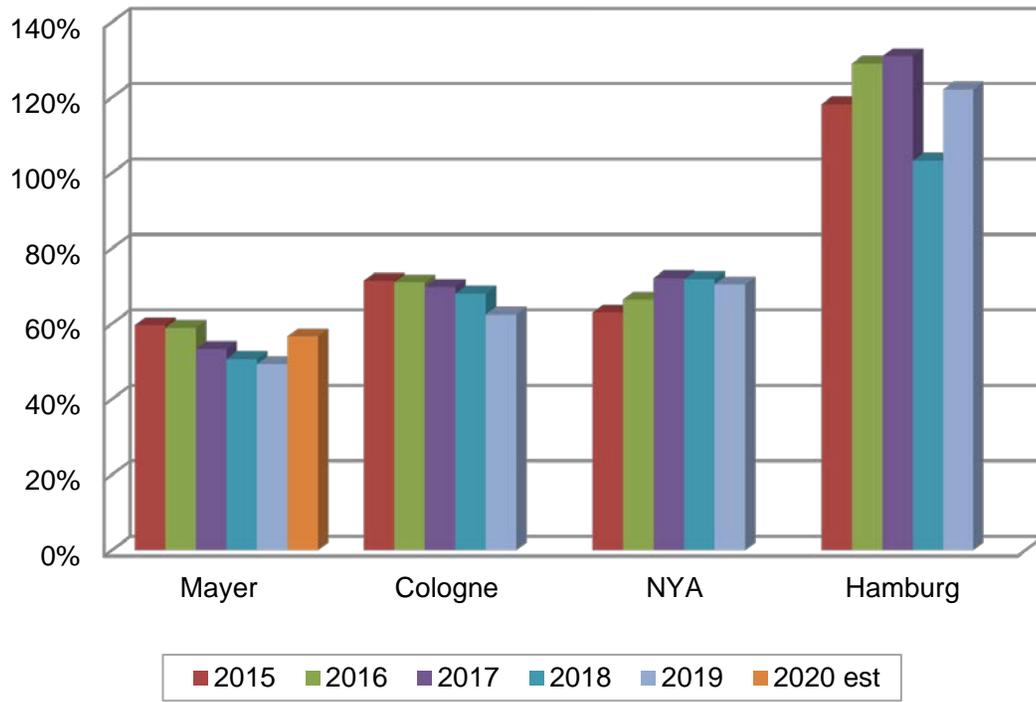
Annual Tax Rates



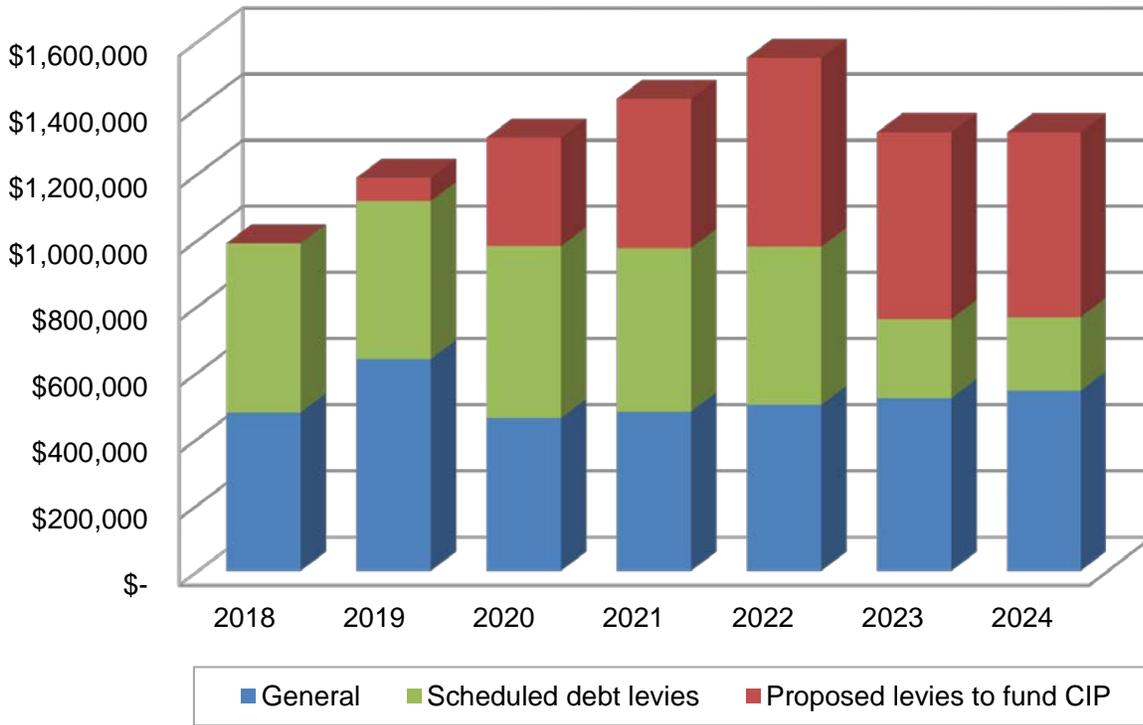
Tax Rates:

Tax rates are a function of the levy and total tax base. The city tax rate is computed by dividing the city levy by the taxable tax capacity. The City has a goal of maintaining a consistent tax levy. Comparable communities are provided for reference.

Tax Capacity Rates - 2015 - 2019, 2020 Estimated



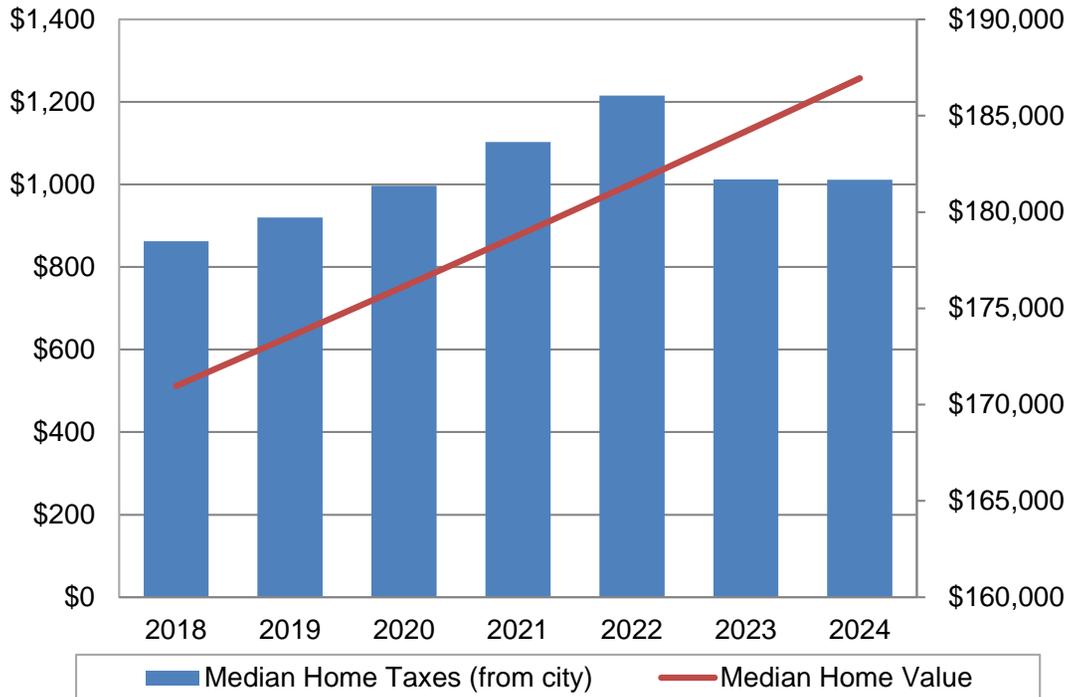
Property Taxes - General Levy, Bonds and Potential Levies to Balance Projects



Percent of Property Taxes - General Levy and

This graph highlights the percent of levy by planned use. It is notable that 52% of the levy is allocated to debt in 2018 and is scheduled to decrease.

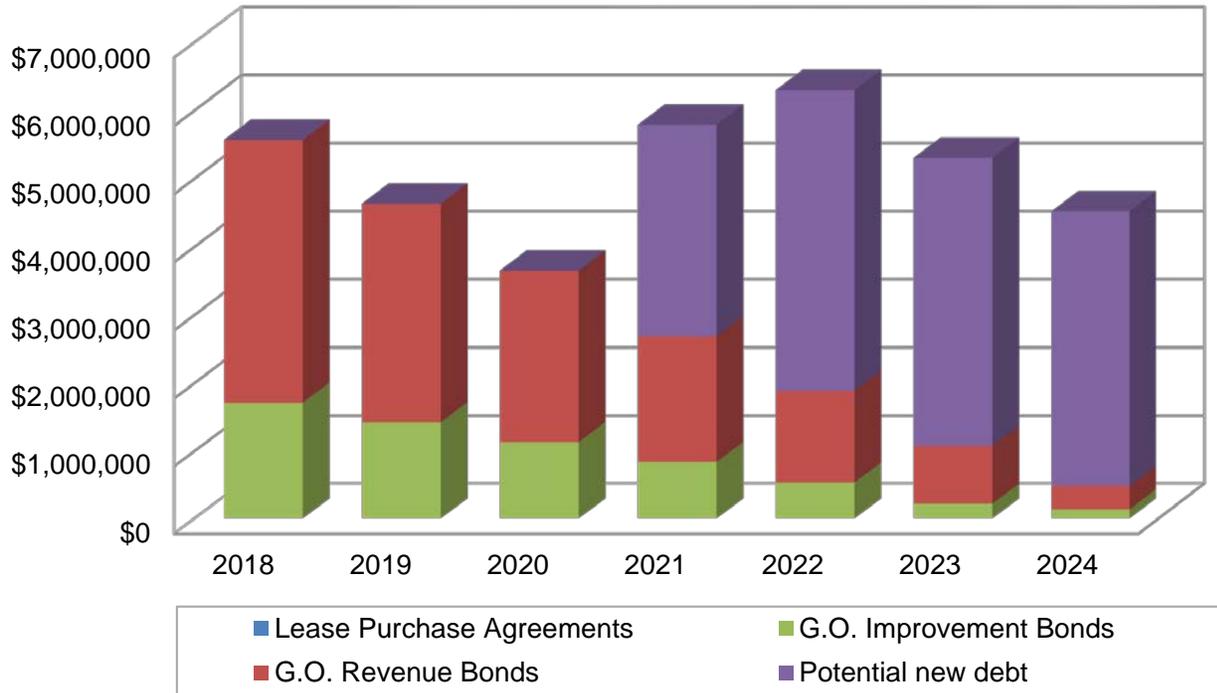
Projected City Tax Impact



Projected City Tax Impact

The overall property tax levy for an average valued house is highlighted above.

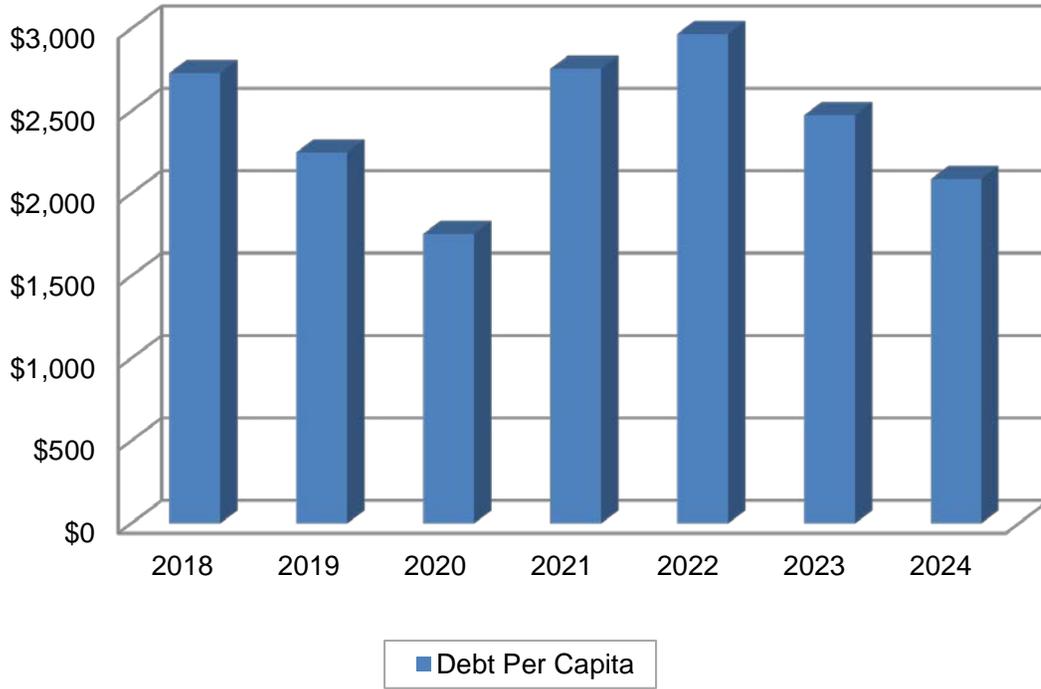
Projected Debt Balances Based on Current Amortizations and New Debt Assumed in CIP



Debt Balances

There are anticipated debt issues in the projection in 2021 and after. The majority of the City's debt is enterprise (utility) debt.

**Debt Per Capita, 2018 Actual,
2019-2024 Estimated**



	2018 Budget	2019 Budget	2020 Budget - Proposed	2021 Budget - Proposed
GENERAL FUND				
COUNCIL				
Wages and Benefits	\$15,071.00	\$18,000.00	\$18,000.00	\$18,000.00
Professional Services	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Education and Training	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Total Council	\$18,371.00	\$21,300.00	\$21,300.00	\$21,300.00
CITY ADMINISTRATOR/DEPUTY CLERK				
Wages and Benefits	\$119,034.85	\$121,631.78	\$125,490.41	\$130,000.00
Professional Services	\$1,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Education and Training	\$3,900.00	\$5,000.00	\$5,000.00	\$5,000.00
Total City Administrator	\$124,434.85	\$129,131.78	\$132,990.41	\$137,500.00
ELECTIONS				
Election Judge Pay	\$1,500.00	\$0.00	\$2,000.00	\$0.00
Operating Supplies	\$1,050.00	\$1,050.00	\$1,500.00	\$1,050.00
Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00
Total Elections	\$2,550.00	\$1,050.00	\$3,500.00	\$1,050.00
PLANNING AND ZONING				
Wages and Benefits	\$3,110.00	\$3,110.00	\$3,250.00	\$3,250.00
Professional Services	\$50,000.00	\$6,500.00	\$7,000.00	\$7,000.00
Education and Training	\$0.00	\$0.00	\$0.00	\$0.00
Total Planning and Zoning	\$53,110.00	\$9,610.00	\$10,250.00	\$10,250.00
BOARDS AND COMMISSIONS				
Boards and commissions	\$1,440.00	\$1,440.00	\$1,500.00	\$1,500.00
Total Boards and Commissions	\$1,440.00	\$1,440.00	\$1,500.00	\$1,500.00
CITY ADMINISTRATION				
Office Supplies	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Auditing Services	\$36,000.00	\$45,000.00	\$40,000.00	\$40,000.00
Engineering Fees	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00

Legal Fees	\$10,000.00	\$15,000.00	\$20,000.00	\$20,000.00
Telephone	\$3,000.00	\$3,000.00	\$3,000.00	\$2,000.00
Postage	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Advertising	\$900.00	\$900.00	\$1,000.00	\$1,000.00
Print/Binding	\$1,300.00	\$2,000.00	\$2,000.00	\$2,000.00
Legal Notice Publishing	\$1,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Insurance	\$15,500.00	\$15,000.00	\$14,000.00	\$14,000.00
Dues and Subscriptions	\$2,200.00	\$1,000.00	\$1,500.00	\$1,500.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Fiscal Agents Fees	\$900.00	\$900.00	\$0.00	\$0.00
Total City Administration	\$96,300.00	\$110,300.00	\$114,000.00	\$113,000.00

ASSESSMENT SERVICES

Professional Services	\$13,500.00	\$14,000.00	\$15,000.00	\$15,500.00
Assessment Services Total	\$13,500.00	\$14,000.00	\$15,000.00	\$15,500.00

POLICE

Contracted Services	\$100,000.00	\$100,000.00	\$100,000.00	\$105,000.00
Miscellaneous	\$2,100.00	\$2,100.00	\$2,100.00	\$2,100.00
Total Police	\$102,100.00	\$102,100.00	\$102,100.00	\$107,100.00

FIRE PROTECTION

Wages/Salaries	\$31,000.00	\$39,000.00	\$39,000.00	\$39,000.00
Employee Withholdings	\$2,325.00	\$4,400.00	\$4,400.00	\$4,400.00
Office Supplies	\$200.00	\$200.00	\$200.00	\$200.00
Training/Instruction	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00
Explorer Program	\$500.00	\$500.00	\$750.00	\$750.00
Medical - Physicals	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Postage	\$125.00	\$125.00	\$125.00	\$125.00
Travel Expense	\$350.00	\$350.00	\$500.00	\$500.00
Insurance	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00
Misc	\$125.00	\$500.00	\$750.00	\$750.00

Dues/Subscriptions	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00
FIRE Pension Benefit Contribution	\$3,800.00	\$0.00	\$0.00	\$0.00
Total Fire Protection	\$59,925.00	\$67,075.00	\$72,725.00	\$72,725.00

WAFTA

Wafta	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Total Wafta	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00

FIRE EQUIPMENT

Motor Fuels	\$1,800.00	\$1,800.00	\$2,000.00	\$2,000.00
Repairs/Maintenance	\$12,000.00	\$14,000.00	\$15,000.00	\$15,000.00
Radios	\$0.00	\$22,750.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Personal Protective Equipment	\$100,000.00	\$100,000.00	\$0.00	\$0.00
New Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Equipment Acquisition Func	\$0.00	\$0.00	\$0.00	\$30,000.00
Total Fire Equipment	\$113,800.00	\$138,550.00	\$17,000.00	\$47,000.00

FIRE STATION

Operating Supplies	\$150.00	\$500.00	\$500.00	\$500.00
Telephones	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Electric Utilities	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Gas Utilities	\$2,600.00	\$3,000.00	\$3,000.00	\$3,000.00
Repairs/Maintenance	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00
Debt Service (P & I)	\$8,308.00	\$3,500.00	\$0.00	\$0.00
Total Fire Station	\$17,358.00	\$13,300.00	\$11,800.00	\$11,800.00

FIRE TRUCK

Truck Payment (P & I)	\$21,749.00	\$21,749.00	\$21,749.00	\$21,749.00
Total Fire Truck	\$21,749.00	\$21,749.00	\$21,749.00	\$21,749.00

BUILDING INSPECTION

Professional Services	\$25,000.00	\$25,000.00	\$30,000.00	\$30,000.00
Total Building Inspection	\$25,000.00	\$25,000.00	\$30,000.00	\$30,000.00

COMPUTER/IT				
Software Support	\$2,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Repairs/Maintenance Contract	\$500.00	\$7,000.00	\$1,000.00	\$1,000.00
Capital Outlay	\$1,000.00	\$15,000.00	\$5,000.00	\$5,000.00
Total Computer/IT	\$3,500.00	\$25,000.00	\$9,000.00	\$9,000.00

COMMUNITY CENTER				
Professional Services	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00
Electric Utilities	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
Gas Utilities	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Repairs/Maintenance	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Capital Outlay	\$15,000.00	\$10,000.00	\$15,000.00	\$20,000.00
Total Community Center	\$45,000.00	\$41,000.00	\$47,000.00	\$52,000.00

STREETS				
Wages and Benefits	\$32,662.06	\$44,463.00	\$50,000.00	\$54,000.00
Operating Supplies	\$5,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Professional Services	\$1,375.00	\$2,000.00	\$2,000.00	\$2,000.00
Training and Education	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Utilities	\$180.00	\$500.00	\$500.00	\$500.00
Repair and Maintenance	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Engineering	\$7,500.00	\$0.00	\$0.00	\$0.00
Contract Services	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Insurance	\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00
Motor Fuels	\$3,000.00	\$5,000.00	\$5,000.00	\$5,500.00
Capital Outlay	\$55,000.00	\$74,000.00	\$60,000.00	\$60,000.00
Miscellaneous	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Travel Expenses	\$400.00	\$400.00	\$500.00	\$500.00
Total Streets	\$126,617.06	\$151,863.00	\$145,000.00	\$149,500.00

ICE AND SNOW REMOVAL				
Sand and Salt	\$7,000.00	\$7,000.00	\$10,000.00	\$10,000.00
Professional Services	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00

Total Ice and Snow Removal	\$27,000.00	\$27,000.00	\$30,000.00	\$10,000.00
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STORM DRAINAGE

Engineering Fees	\$2,500.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$15,000.00	\$0.00	\$0.00	\$0.00
Total Storm Drainage	\$17,500.00	\$0.00	\$0.00	\$0.00

CIVIL DEFENSE

Repairs/Maintenance	\$450.00	\$450.00	\$450.00	\$450.00
Total Civil Defense	\$450.00	\$450.00	\$450.00	\$450.00

ANIMAL CONTROL

Animal Control	\$650.00	\$650.00	\$650.00	\$650.00
Animal Control Total	\$650.00	\$650.00	\$650.00	\$650.00

STREET LIGHTING

Street lighting	\$30,000.00	\$30,000.00	\$31,000.00	\$31,000.00
Total Street Lighting	\$30,000.00	\$30,000.00	\$31,000.00	\$31,000.00

BUILDING MAINTENANCE

Telephone	\$960.00	\$960.00	\$960.00	\$960.00
Electric Utilities	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Gas Utilities	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00
Repairs/Maintenance	\$6,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Capital Outlay	\$10,000.00	\$0.00	\$5,000.00	\$5,000.00
New Equipment	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Total Building Maintenance	\$25,460.00	\$14,960.00	\$19,960.00	\$19,960.00

PARK AND RECREATION

Wages/Salaries	\$37,162.06	\$44,463.00	\$50,000.00	\$54,000.00
Boards/Commission	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Motor Fuels	\$1,300.00	\$1,300.00	\$1,300.00	\$1,200.00
Professional Services	\$7,875.00	\$7,000.00	\$5,000.00	\$5,000.00
Engineering Fees	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00

Insurance	\$5,000.00	\$5,000.00	\$5,000.00	\$3,500.00
Electric Utilities	\$150.00	\$150.00	\$150.00	\$150.00
Recreation Program	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Repairs/Maintenance	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Miscellaneous	\$500.00	\$500.00	\$500.00	\$500.00
Donations to Organizations	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$70,000.00	\$70,000.00	\$80,000.00	\$80,000.00
City Beautification	\$3,000.00	\$2,000.00	\$3,000.00	\$3,000.00
Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Transfer Out - Park Improvement fund	\$0.00	\$0.00	\$0.00	\$0.00
Total Park and Recreation	\$134,487.06	\$139,913.00	\$153,450.00	\$155,850.00

EDA				
Boards/Commission	\$450.00	\$450.00	\$450.00	\$450.00
Professional Services	\$1,100.00	\$1,100.00	\$1,100.00	\$1,100.00
Advertising	\$6,500.00	\$3,000.00	\$3,000.00	\$3,000.00
Total EDA	\$8,050.00	\$4,550.00	\$4,550.00	\$4,550.00

COMPOST SITE				
Wages and Salaries	\$3,150.00	\$3,150.00	\$3,150.00	\$3,150.00
Benefits/Withholdings	\$240.00	\$240.00	\$250.00	\$240.00
Repairs/Maintenance	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Total Compost Site	\$5,390.00	\$5,390.00	\$5,400.00	\$5,390.00

CAPITAL	0	\$100,000.00	\$0.00	\$0.00
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	\$1,075,741.97	\$1,197,381.78	\$1,002,374.41	\$1,030,824.00
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Difference		\$121,639.81	-\$195,007.37	\$28,449.59
% Difference		11.31%	-16.29%	2.84%

	2019	2020	2021
General Fund Expenditures	\$1,197,381.78	\$1,002,374.41	\$1,030,824.00
	\$639,145.64	\$428,921.27	\$445,745.86

REVENUES	2019 Budget	2020 Proposed Revenue	2021 Proposed Revenue
General Property Taxes	\$639,145.64	\$428,921.27	\$445,745.86
General Property Taxes that are levied. The City receives these funds twice a year in June and December			
State Grants and Aids	\$15,000.00	\$15,000.00	\$15,000.00
This includes Small Assistance Grants for Streets.			
Local Government Aid (LGA)	\$313,058.00	\$338,375.00	\$350,000.00
Local Government Aid (LGA) is received in July and December			
Liquor Licenses	\$2,000.00	\$2,000.00	\$2,000.00
This is revenue from liquor licensing			
Misc Other Licenses/Revenues	\$400.00	\$400.00	\$400.00
This includes animal licenses and background checks for liquor licenses			
Building Permits	\$100,000.00	\$90,000.00	\$90,000.00
This is the revenue from building permits that are issued. The City pays Metro West 33% of the fee and retains the balance.			
Zoning Permits	\$3,600.00	\$2,500.00	\$2,500.00
This is where the City accounts for site plan reviews and subdivision fees for preliminary and final plats and zoning questions.			
Site Drainage Inspection Fee	\$3,000.00	\$2,000.00	\$2,000.00
Fee for Drainage Inspections			
Police State Aid	\$6,500.00	\$6,500.00	\$6,500.00
This is the City's proportionate amount of the state aid that the County receives based on the number of police officers providing the services under the agreement.			
County Grants	\$3,500.00	\$3,500.00	\$3,500.00
Solid Waste grant that the City receives from the County for the Compost Site			
State Reimbursement for Snow Removal	\$10,000.00	\$10,000.00	\$10,000.00
This is the reimbursement that the City receives from the State for snow removal on Highway 25.			
Compost Collection Charges	\$2,500.00	\$2,500.00	\$2,500.00
This is revenue that the City receives from the City of New Germany for the use of the compost site for brush.			

Community Center Rental	\$5,000.00	\$5,000.00	\$5,000.00
Revenue from rental of the Community Center.			
Court Fines	\$1,000.00	\$1,000.00	\$1,000.00
Revenue from tickets			
Interest Earnings	\$2,500.00	\$2,500.00	\$2,500.00
Interest Earnings on investments			
10% Charitable Gambling	\$3,000.00	\$5,000.00	\$5,000.00
Revenue from the Baseball Club.			
Tower Antenna Rent	\$19,000.00	\$19,000.00	\$19,000.00
Tower rent.			
Township Fire Contract	\$51,215.74	\$51,215.74	\$51,215.74
Township Fire Contacts			
Fire Truck fund	\$16,962.40	\$16,962.40	\$16,962.40
From Relief and Township funds			
	\$558,236.14	\$573,453.14	\$585,078.14

	2018	2019	2020	2021
TAXES LEVIED FOR GENERAL	#REF!	\$639,145.64	\$428,921.27	\$445,745.86
TAXES LEVIED FOR CAPITAL FUNDS				
Street Capital Fund			\$100,000.00	\$100,000.00
Fire Capital Fund			\$100,000.00	\$50,000.00
TAXES LEVIED FOR DEBT				
Fire Station	\$8,308.00	\$3,320.00	\$56,000.00	\$143,209.00
GO Improvement and Utility				
Refunding Bonds 2014A	\$150,664.00	\$153,079.00	\$218,079.00	\$213,879.00
GO Bonds 2015A	\$69,970.00	\$68,579.00	\$46,961.00	\$46,121.00
GO Water & Sewer Refunding Bonds - 2007A	\$282,000.00	\$253,000.00	\$254,500.00	\$234,500.00
Street Levy				\$235,200.00
	\$510,942.00	\$477,978.00	\$775,540.00	\$1,022,909.00
Total Levy (Gen + Debt)	#REF!	\$1,117,123.64	\$1,204,461.27	\$1,468,654.86
% Difference		#REF!	7.82%	21.93%
Actual (Projected) Fiscal D.	-\$192,223.00	-\$208,889.00	-\$208,889.00	-\$208,889.00
Levy - Fiscal D.	#REF!	\$908,234.64	\$995,572.27	\$1,259,765.86
Actual (Projected) Tax Cap.	\$1,580,205.00	\$1,845,341.00	\$1,942,563.00	\$1,971,801.00
Actual (Projected) Tax Rate	#REF!	49.22%	51.25%	63.89%



Council Memorandum – Workshop

Item: Contract for Police Services

Meeting Date: August 12, 2019

Presented By: Margaret McCallum, City Administrator

Recommendations/Council Action/Motion Requested:

To review the proposed 2020 Police Services Contract and to determine if any changes need to be made in 2020 with regards to service hours.

*****Representatives from the Police Department will be available at the meeting for further discussion and to answer questions.*****

Details:

Current Coverage:

The City of Mayer contracts with Carver County Sheriff's Department for its police services.

Each year both parties work through an agreement that will work for the City of Mayer and the Carver County Sheriff's Department.

The current 2019 contract is for a Full Time Equivalent (FTE) Deputy (2080 hours) at .67%. The City also receives 130 hours in Community Service Officer Hours.

The 2020 contract is structured based on maintaining current levels of policing services and CSO services.

The current level of policing is 5.36 hours per day (.67 of a 2080 FTE/26.8 hours per week) of a Monday – Friday deputy working an 8 hour schedule as well as vehicle costs. This also includes 130 hours of CSO coverage.

The costs for 2020 would be \$93,935.00.

Personnel Cost	2016	2017	2018	2019	2020
.67 Corporal	\$63,055.00	\$66,205.00	\$68,652.00	\$69,148.00	\$72,008.00
CSO 130 Hours	\$4,033.00	\$4,350.00	\$5,022.00	\$5,006.00	\$5,607.00
Vehicle Cost .67	\$15,480.00	\$21,093.00	\$13,896.00	\$13,771.00	\$16,320.00
Total	\$82,568.00	\$91,648.00	\$87,570.00	\$87,925.00	\$93,935.00

The cost difference between 2019 and 2020 would be \$6,010.00.

Community Service Officer (CSO) Information

Here is information in relation to the accounting of CSO hours:

2017 – Contracted 130.00 hrs – Shortage of hours – 86.75 hrs

2018 – Contracted 130.00 hrs – Shortage of hours – 7.00 hrs

2019 – Contracted 130.00 hrs – Shortage thru July 29 – 16.50 hrs

In 2017 the department was short staffed with Community Service Officers. The city received credit back for unfulfilled hours.

Potential Options:

As the City continues to grow, the City may consider increasing the number of hours the Deputy is in the community. The City could look at an increase to .75 instead of .67. This would be 6 hours per day/30 hours per week, along with maintaining the 130 CSO hours and vehicle cost. This would cost the City \$104,482.00 (\$16,557.00).

The Sheriff’s Department is also open to two-year contracts.

The current contract reads that if the city wants additional hours beyond the level of contracted services, hours would be billed at \$64.17 per hour. For the remainder of 2019, the city could look at scheduling shifts for nights or weekends at that rate, but the city would have had to have a contingency set aside for additional hours. For example, the Cities of Watertown and Norwood have requested shifts filled for their off Saturdays where they do not have contracted coverage as they have a contingency to provide an additional level of service and coverage.

Currently Watertown, Norwood, and Carver have Mon-Fri day coverage similar to the Mayer/New Germany partnership. They also have evening/weekend coverage in the form of a 2080 FTE scheduled for 10 hour shifts working a rotating Tue-Fri and Wed-Sat, 5PM-3AM or 6PM-4AM. So every other Saturday they have a form of weekend coverage. These shifts are not backfilled though if they contract deputy is off for training, vac, or sick unless the city wants filled and then it is filled at the \$64.17 rate as an overtime shift.

Historically, the City has been budgeting \$100,000.00 (2018 and 2019) for policing services. This is due to continued discussion on possible changes in coverage. If the City were to maintain the current coverage, the City would not see an increase in the budget. The City could actually lower the budget to be at the \$93,935.00.

If the City desired to increase coverage, the City could increase to the .75 rate. The City would need to increase its yearly budget by \$4,482.00.

According to the Sheriff's Department, if the City of Mayer were to increase coverage similar to Watertown, Norwood, and Carver (keeping the Mon-Fri coverage and adding the extra weekend and evening coverage), the City would need to budget around \$240,000 per year. That would be an additional \$140,000.

Attachments:

2020 Proposed Police Contract Template.

Mayer 3 year historical data.

CONTRACT FOR POLICE SERVICES

Mayer

THIS AGREEMENT, made and entered into this day of , by and between the County of Carver, through its Sheriff's Office (hereinafter, "County"), and the City of Mayer (hereinafter, the "City"), and, collectively known as the "parties".

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements by resolution with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, said contract is authorized by Minnesota Statute, Section 471.59, 436.05, and Minnesota Statute, Section 366 and 367;

NOW, THEREFORE, it is agreed between the parties as follows:

ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police contracting services for the City. Minnesota Statutes, Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties. Minnesota Statutes, Section 436.05 allows municipalities to contract with other municipalities for police services.

ARTICLE II

1. POLICE SERVICES. The County agrees to provide police service within the corporate limits of the City to the extent and in the manner set forth below:
 - 1.1 Police services to be provided under this contract shall encompass those police duties and functions which are the type statutorily deemed to be the responsibility of the local communities;
 - 1.2 With input from the City, the County shall assign personnel as necessary;
 - 1.3 All matters incident to the performance of such service or the control of personnel employed to render such service shall be and remain in the control of the County;

- 1.4 In the event a dispute arises between the parties concerning the type of service to be rendered, or the manner in which such service is provided, the County shall retain sole discretion in determining a solution to said dispute (e.g., re-assignment of personnel, types of patrol, level of service available); and
- 1.5 The police services will be provided to the City for the selected number of contracted hours and/or full time equivalent (FTE) personnel. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

ARTICLE III

SPECIAL EVENT OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours and/or FTE's contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services pursuant to Minnesota Statute, Section 471.425, Prompt payment of local government bills, Subdivision 2(a) For municipalities who have governing boards which have regularly scheduled meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the parties and all of their officials, personnel, agents and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

ARTICLE V

1. PROVISION OF EQUIPMENT. It is agreed that the County shall provide all necessary labor, supervision, vehicle, equipment, and supplies to maintain and provide the police services selected herein.
2. OFFICE SPACE. If an FTE is requested, the City shall provide office and work space for the assigned personnel.
3. FINANCIAL LIABILITY. The City does not assume liability for the direct payment of any salaries, wages, or other compensation to personnel employed by the County to perform the selected services. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.

4. MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its personnel and employees against any and all liability loss, costs, damages, expenses, claims or actions, including attorney's fees which its personnel and employees may hereafter sustain, incur or be required to pay, arising out of or by reason for any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract. Liability of the County or other Minnesota political subdivisions shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.

It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes Section 471.59, Subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

LIABILITY

- (a) It is understood and agreed that liability shall be limited by the provisions of Minnesota Statutes Chapter 466. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes Section 466.04. To the full extent permitted by law, actions by parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all set forth in Minnesota Statutes, Section 471.59, Subdivision 1a(a): provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.
- (b) For purposes of determining total liability damages, the participating governmental units and the joint board, if one is established, are considered a single governmental unit and the total liability for the participating governmental units and the joint board, if established, shall not exceed the limits on governmental liability for a single governmental unit as specified in State Statute, Section 3.736 or Section 466.04, Subdivision 1, or as waived or extended by the joint board or all participating governmental units under State Statute, Section 3.736, Subdivision 8 or Section 471.981. The parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing

to be responsible for acts or omissions of the other parties.

5. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel and equipment used by the County in the provision of the selected services will be provided by the County.

ARTICLE VI

1. TERM. The term of this contract shall be January 1, 2020 to December 31, 2020. The term of this Agreement may be extended for up to an additional sixty (60) days under the same terms and conditions, provided the parties are attempting in good faith to negotiate a new Agreement. This Agreement extension shall automatically terminate upon the parties' entering into a new written Agreement, or on the sixtieth (60th) day, whichever occurs first.
2. RATE. As contained in this contract.
3. NOTICE.
 - 3.1 If the County does not desire to enter into a contract for police service for 2021, the City shall be so notified in writing six (6) months prior to the expiration of the current contract.
 - 3.2 On or before August 15 of the current contract year, the County shall notify the City of the police contract rates for the following year.
 - 3.3 The City shall notify the County of its intention to contract for police services for the following year no later than October 15 of the current contract year.
 - 3.4 In the event the City shall fail to give notice as required above, the County shall presume the City does not desire to enter into an Agreement with the County for police services.
 - 3.5 Notice under the above provisions shall be sent to:

Commander Mike Wollin
Carver County Sheriff's Office
606 East 4th Street
Chaska, MN 55318
mwollin@co.carver.mn.us
Office: 952-361-1857
Cell: 952-220-7926

City of Mayer
Margaret McCallum, Administrator
413 Blue jay Ave.
Mayer, MN. 55360
Phone: 952-657-1502
margaret.mccallum@cityofmayer.com

ARTICLE VII

MENU OF POLICE SERVICES

1. POLICE STAFFING OPTIONS

1.1 FULL TIME EQUIVALENT (FTE) PERSONNEL OPTION

1.1.1 FTE personnel are Full Time Employees dedicated to the contract community. The FTE deputies compensated time includes regular assignment duties, training, holidays, vacation, sick leave and other benefited time. The FTE deputy position is not automatically backfilled when the deputy is away from assignment for the above types of compensated time. The FTE deputy costs include: salary, benefits, supervision, administration, training, clerical support, insurance, and county overhead. The FTE costs do not include additional hours which are necessary for court or filling a shift for a compensated day off.

The first eighty (80) hours the deputy is gone from the community while on military leave will not be backfilled. The Sheriff's Office will backfill the position or credit back the time for military leave after the first 80 hours.

The first eighty (80) hours a deputy is gone from the community on FMLA leave will not be backfilled; it will be treated like sick leave. The Sheriff's Office will backfill the position or credit back the time for FMLA after the first 80 hours of FMLA is completed.

If the City requests coverage for compensated days off noted above, it is recommended the City set aside a contingency for additional hours. Additional hours for deputies will be billed at \$68.42.

The SouthWest Metro Drug Task Force will invoice \$2,100 separately.

Hours worked on a designated holiday will be billed at double the FTE's hourly pay rate per the collective bargaining agreement(s).

PERSONNEL COST

Deputy .67 (2080 FTE)	\$72,008
CSO – 130hours	\$5,607

VEHICLE COST

Patrol Vehicle – .67	<u>\$16,320</u>
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<u>TOTAL POLICE SERVICES</u>	\$93,935
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2. PAYMENT. The Sheriff shall invoice one half of the total amount of the current year police staffing option cost hereunder, or \$46,967 to be paid on or before June 30 of the current contract year. The Sheriff shall invoice the remaining half, or \$46,968 to be paid on or before November 30 of the current contract year.
3. MINNESOTA STATE POLICE AID. The County, upon receiving Minnesota State Police Aid, shall reimburse the City pursuant to Minnesota Statute, Section 69.011.

ARTICLE VIII

1. DATA. All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statute Section 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.
2. AUDIT. Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.
3. NONWAIVER, SEVERABILITY AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder unless it shall substantially impair the value of the Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid one that most closely approximates the intent of the Agreement.

The laws of the State of Minnesota apply to this Agreement.

4. MERGER AND MODIFICATION. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

IN WITNESS THEREOF, the Municipality has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this _____ day of _____, _____

SIGNED: _____ DATE: _____
Mayor

SIGNED: _____ DATE: _____
City Administrator

IN WITNESS THEREOF, the County of Carver has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this _____ day of _____, _____

COUNTY OF CARVER:

SIGNED: _____ DATE: _____
CHAIR, BOARD OF COMMISSIONERS

SIGNED: _____ DATE: _____
SHERIFF

Attest

SIGNED: _____ DATE: _____
COUNTY ADMINISTRATOR

Activity NIBRS - Activity Codes

Code	Descriptor
------	------------

GROUP A

AC	Animal Cruelty	Abuse or neglect of animal
AR	Arson	Intentionally destroy property by fire
A	Assault	Altercation between parties where physical harm occurred
AA	Aggravated Assault	Assault where substantial injury is caused or weapon used
BB	Bribery	Offering, giving, receive anything of value to sway judgement
B	Burglary	Unlawful entry into a structure to commit a crime
CF	Counterfeiting/Forgery	Alter, copy, imitation, passing a copy as an original
P	Property Damage	All damage to property
D	Drugs	All drug violations, possession of, sale of, manufacture of
EM	Embezzlement	Misappropriation of money, property entrusted to person
EX	Extortion/Blackmail	Unlawful obtain money, property by use or threat of force
U	Fraud	Intentional perversion of truth to obtain money or property
G	Gambling	Unlawful operate, promote or assist in operation of gambling
H	Homicide	Intentional taking of a persons life
HT	Human Trafficking	Induce a person to perform sex act or labor via force, fraud or coercion
K	Kidnapping	Unlawful seizure, transport or detain person against their will
T	Theft/larceny	Taking of property, stealing
V	Motor Vehicle Theft	Theft of a motorized vehicle
PO	Pornography	Manufacture, publish, sell, buy, possess sexually explicit material
PR	Prostitution	Unlawfully engage in or promote sexual activity for anything of value
R	Robbery	Taking of property by use of force
S	Sex Offenses	Forcible sexual assault
SN	Sex Offenses, Nonforcible	Nonforcible sexual intercourse (incest, statutory rape)
SP	Stolen Prop Offenses	Receive, buy, sell possess, conceal, transport known stolen property
W	Weapons	Violation of manufacture, sale purchase, transport use firearm

GROUP B

BC	Bad Checks	Intentional issuance of check against insufficient or nonexistent funds
CL *	Curfew/Loitering	Curfew violation/ person remain in area w/o visible means of support
DP *	Disorderly Conduct	Behavior tends to disturb public peace/shock public sense of morality
J	Driving Under Influence	Traffic stop or accident involving drive under influence
DR *	Drunkness	Drink alcohol to extent substantial impairs mental and physical function
FO	Family Offense, Non violent	Unviolent acts by family member against another family member
LV	Liquor Law Viol	Illegal consumption, sale, possession of liquor
PT *	Peeping Tom	Secretly look in windows, doorway, keyhole for purpose of voyeurism
RU	Runaway	Juvenile runaway
TR *	Trepassing	Unlawfully enter land, dwelling or other real property
M	All Other Offenses	OFP/Danco violation, Traffic - Hit & run accident
		All other offense not included in other A & B classifications
O *	Ordinances	Laws/rules created by county or cities.
*		Use only when Enforcement used (citation or arrest)

Activity Codes
Non-criminal, Traffic and Administrative

NON CRIMINAL		
Code	Description	
1	Misc. NonCriminal	Gen law enforcement questions: citizen assists, lost and found property civil disputes, juvenile disciplinary issues, etc
2	Unlock Veh/Bldg	Unlock doors of automobile, residence or business for owners
3	Alarm	Checking on an alarm at a private residence or business
4	Domestic	Verbal argument between parties. Must have relationship. No charges
5	Missing Person	Missing / Lost person (not runaway)
6	Abuse/Neglect - Info only	Abuse or neglect of children or adults
9	Animal	Animal bites, stray animals. All calls involving animals
10	Medical	Assist persons with medical issues, natural cause deaths
11	House/Business Check	Check on residences or business when owners are away from property
12	Assist other Agency	Assist other law enforcement, state patrol, govt depts, EMT or medical
13	Fire Call	Fires and assist to fire departments
15	Mental Health	Suicides, 72 hr holds for mental health issues
16	Civil Process	Service of civil papers. Assist with civil standby situations
17	Transport	Trtransport persons for various reasons.
19	Warrant Service	Service of warrant for Carver County and other counties.
20	Boat & Water	All incidents involving boats, watercraft and/or lakes
21	Snowmobile	All incidents involving snowmobiles
22	ATV	All incidents involving ATV
30	Suspicious Activity	Suspicious persons, acts or vehicles. Accidental 911 calls
31	Open Door	Located an open door to a business or residence
34	Drug - Info Only	Drug information only
35	Disturbance - Info Only	Noise complaint, disturbing peace
60	Child Custody Dispute	Incidents involving dispute over child custody

TRAFFIC RELATED		
Code	Description	
8	Traffic - Misc	Misc. traffic issues, stalled vehicle, debris on roadway, traffic control, veh in ditch, assists, all parking issues
38	Traffic - Stops	All traffic stops initiated by officers
50	Auto Accd - Prop Damage	Auto accident in which only property damage occurred
51	Auto Accd - MV vs deer	Auto accident involving a motor vehicle and deer
52	Auto Accd - Injury	Auto accident in which injury and property damage occurred
54	Auto Accd - Fatality	Auto accident in which a fatality occurred
80	Driving Complaint	Complaints of bad driving behavior.

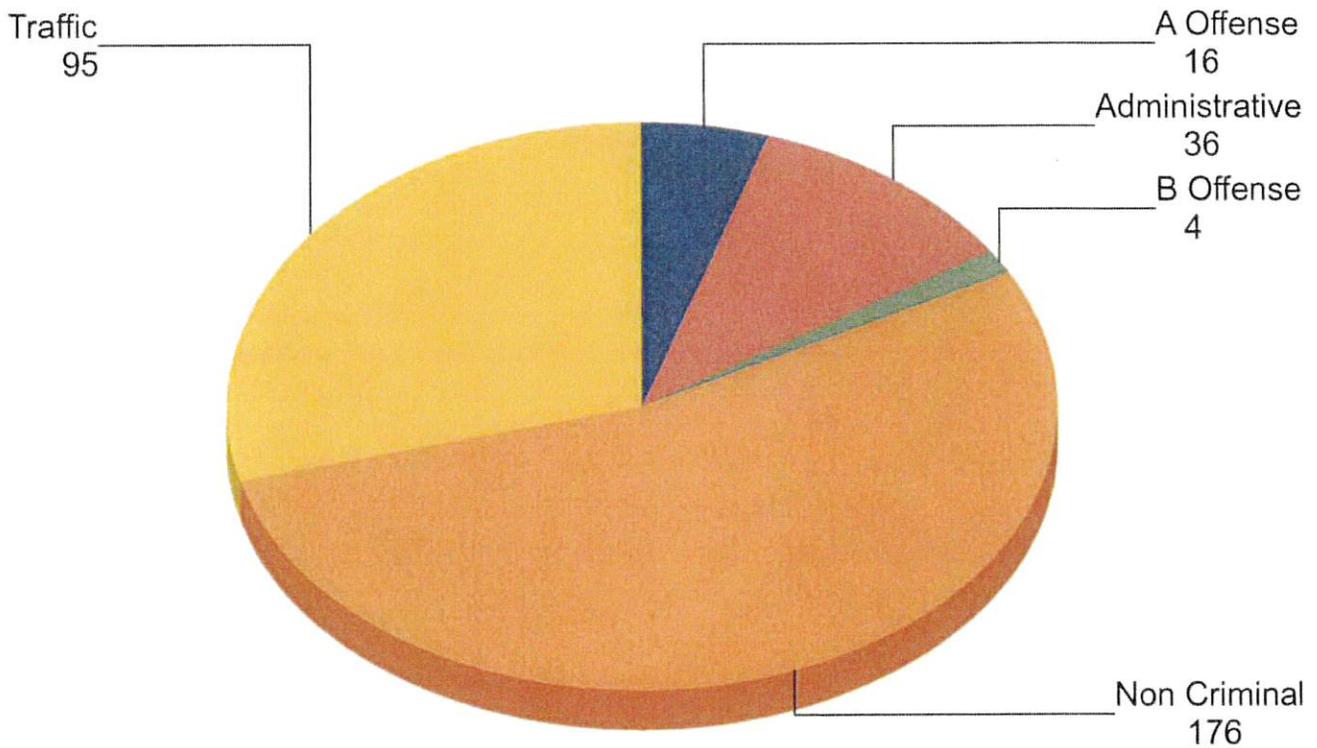
ADMINISTRATIVE

Code	Description	
0	Call Error	Calls for service created in error
18	Warrant Issued	Warrant issued by Carver County Court Administration
23	Explosive/Firearm Dealer	Application for a permit for explosives or firearms dealer license.
24	Gun Permit - Acquire	Application for a permit to purchase a handgun.
25	Gun Permit -Carry (new)	Application for a permit to carry a handgun.
26	Gun Permit - Transfer	Application for the transfer of a reg. gun from one individual to another.
28	Gun Permit - Carry (renewa	Application to renew a permit to carry a handgun.
32	Gun Permit - Carry Late Re	Application to renew a permit to carry a handgun after 90 day expiration
37	Rec Ck - Immigration	Records check for updating immgration status
39	Rec Ck - Gambling Permit	Records check for gambling permit
40	Rec Ck - Citizen Academy	Records check for citizens academy
41	Rec Ck - Adoption	Records check for adoption
42	Rec Ck - Carver Cty Employ	Records check for Carver County employment
43	Rec Ck - SO Employ	Records check for Carver County Sheriff's Office employment
44	Rec Ck - SO Volunteer	Records check for Carver County Sheriff's Office Volunteer
45	Rec Ck - DHS	Records check for Dept of Human Services
46	Rec Ck - Name Change	Records check for Name change purposed
47	Rec Ck - Other Employ	Records check for other employment
48	Rec Ck - Individual	Records check for an individual
49	Rec Ck - Military	Records check for the military
61	License - Day Care	Records check for a day care license
62	License - Foster Care	Records check for a foster care license
63	License - Liquor	Records check for a liquor license
64	License - Massage Parlor	Records check for a massage parlor license
65	License - Fireworks	Records check for fireworks permit
66	License - Peddler	Records check for peddlers license
999	Sealed	Records are sealed by Court Order



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2019 To: 6/30/2019**

Mayer City



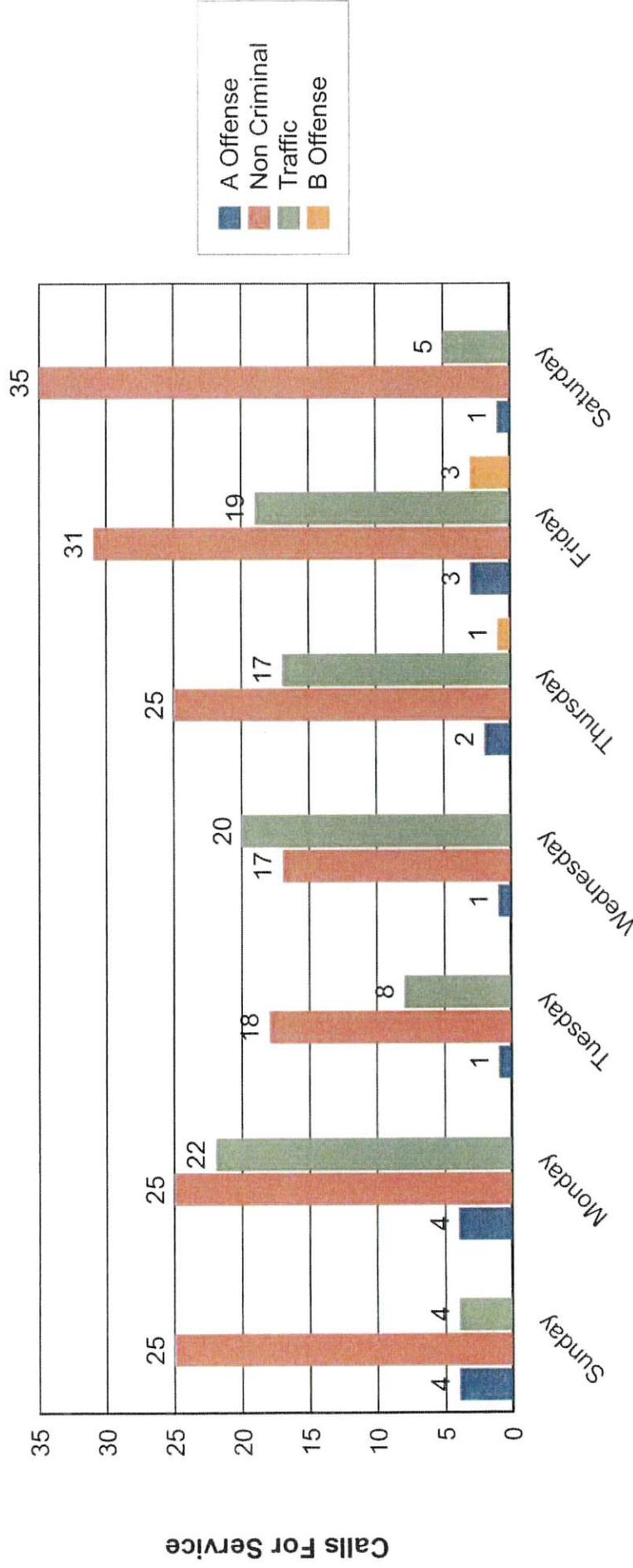
Total A Offense:	16
Total B Offense:	4
Total Non Criminal:	176
Total Traffic:	95
Total Administrative:	36

Total Mayer City: 327



Carver County Sheriff's Office
 Day of Week Analysis of Calls for Service
 Patrol Activity
 From: 1/1/2019 To: 6/30/2019

Mayer City



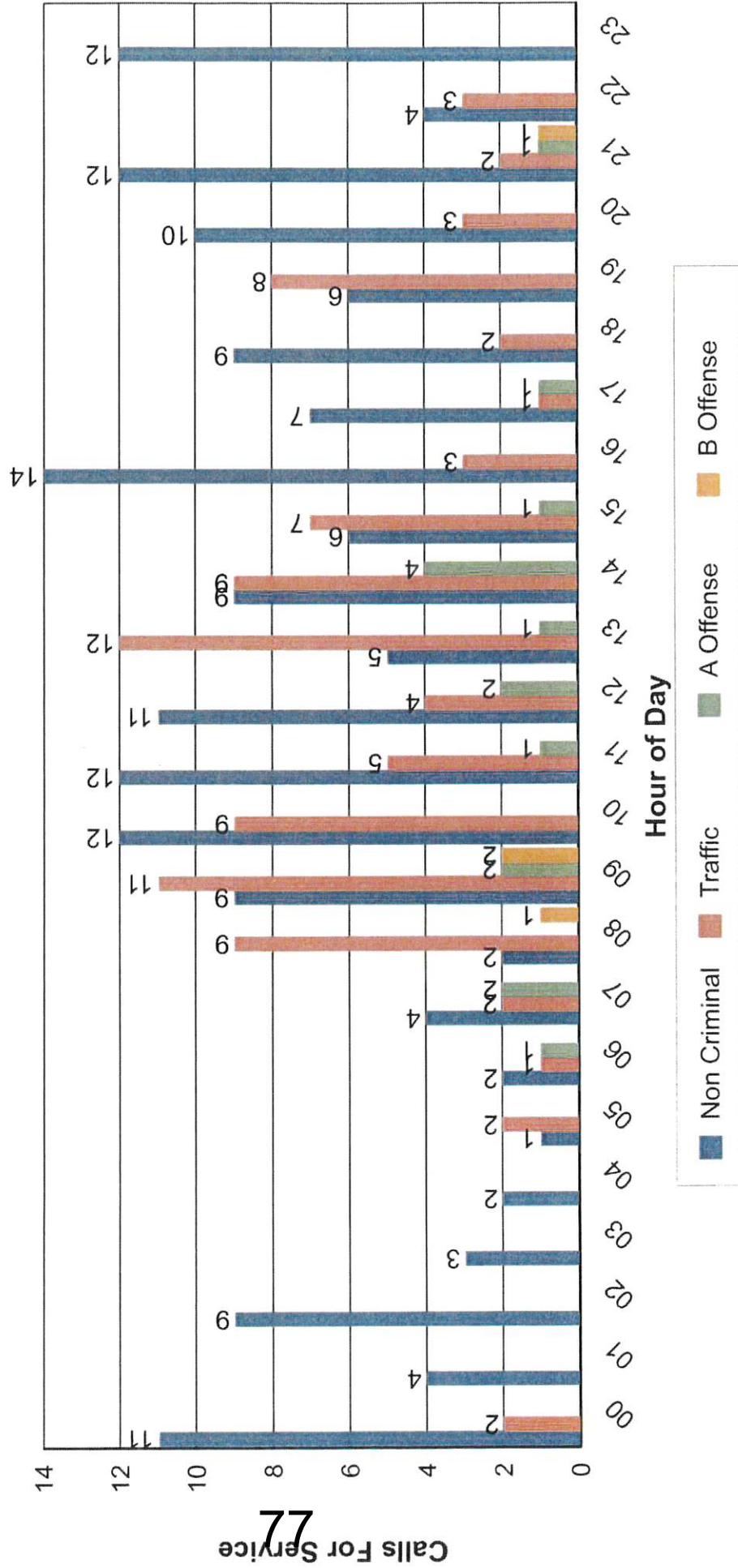
Total Mayer City: 291

Calls For Service



Carver County Sheriff's Office
 Hour of Day Analysis of Calls for Service
 Patrol Activity
 From: 1/1/2019 To: 6/30/2019

Mayer City



Total Mayer City: 291



Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2019 To: 6/30/2019

Mayer City

Patrol

A Offense

Burglary	1
Drug Violation	2
Traffic -- alcohol Rel	1
Pornography	1
Theft	7
Fraud	3
Vehicle Theft	1

Total A Offense: 16

B Offense

Ordinances	3
Runaway	1

Total B Offense: 4

Non Criminal

Misc Non-criminal	24
Unlock Vehicle/bldg	2
Alarm	6
Domestic	4
Missing Person	2
Abuse/Neglect (Info Only)	11
Animal	15
Medical	36
House Check	1
Assist Other Agency	3
Fire Call	9
Mental Health	1
Civil Process	1
Warrant Service	3
Suspicious Activity	31
Open Door	16
Disturbance (Info Only)	10
Child Custody Dispute	1

Total Non Criminal: 176

Traffic

Traffic - Misc	20
Traffic Stop	64
Pd Accident	5
Driving Complaint	6

Total Traffic: 95

Total Patrol: 291

Administrative

Administrative

GunPermit-Acquire	10
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**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2019 To: 6/30/2019**

GunPermit-CarryNew	10
GunPermit-CarryRenew	9
GunPermit- Carry Late Ren	1
Rec Ck - Name Change	1
Rec Ck - Other Employ	1
Lic - Liquor	4
Total Administrative:	36

Total Administrative: 36

Total Mayer City: 327



Carver County Sherff's Office
Arrest Summary
For: Mayer City
From: 1/1/2019 To: 6/30/2019

	Total Charges	Total Arrestees	Total Incidents
Mayer City			
35A - Drug/Narcotic Violations	3	3	3
370 - Pornography/Obscene Material	1	1	1
90D - Driving Under the Influence	1	0	0
90G - Liquor Law Violations	1	0	0
90Z - All Other Offenses	4	3	3
Totals for Mayer City	10	7	7



**Carver County Sheriff's Office
Verbal Warnings
From: 1/1/2019 to 6/30/2019**

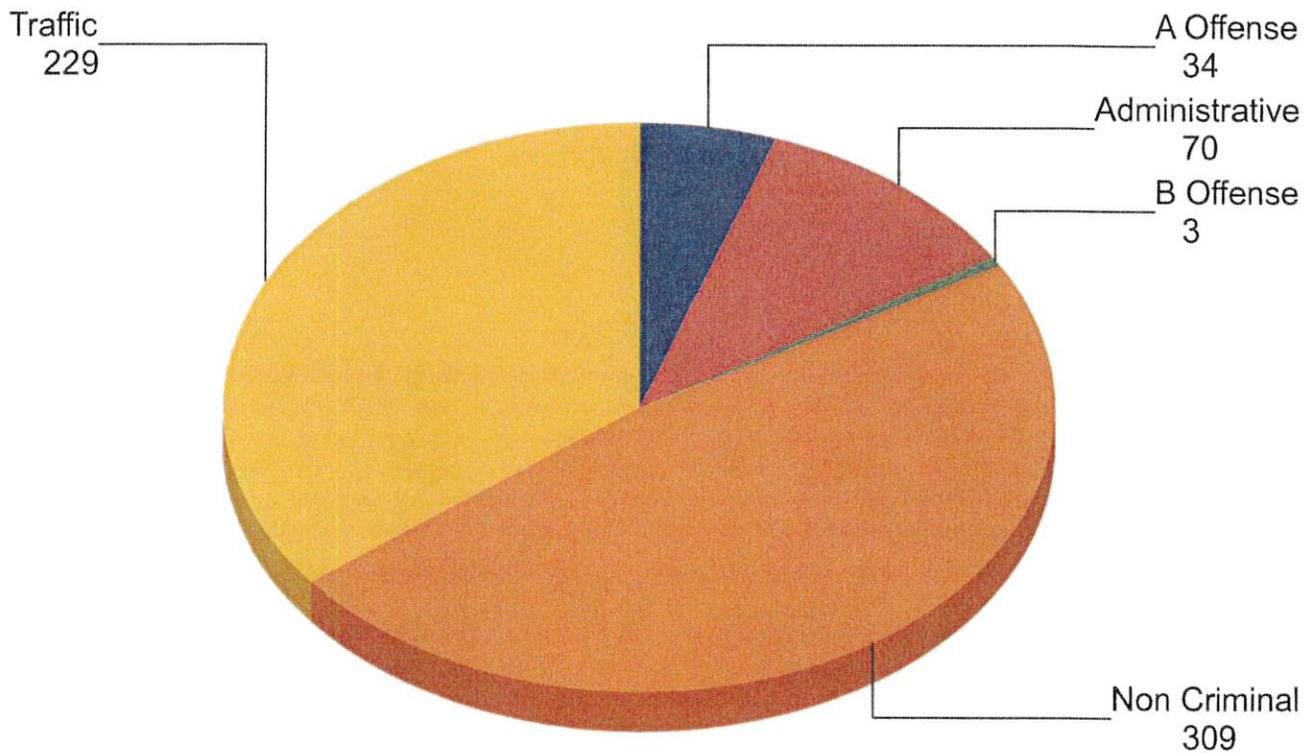
Mayer City

Animal:	2
Disturbance (Info Only):	2
Misc Non-criminal:	2
Traffic - Misc:	3
Traffic Stop:	48
Grand Total Verbal Warnings:	57



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2018 To: 12/31/2018**

Mayer City



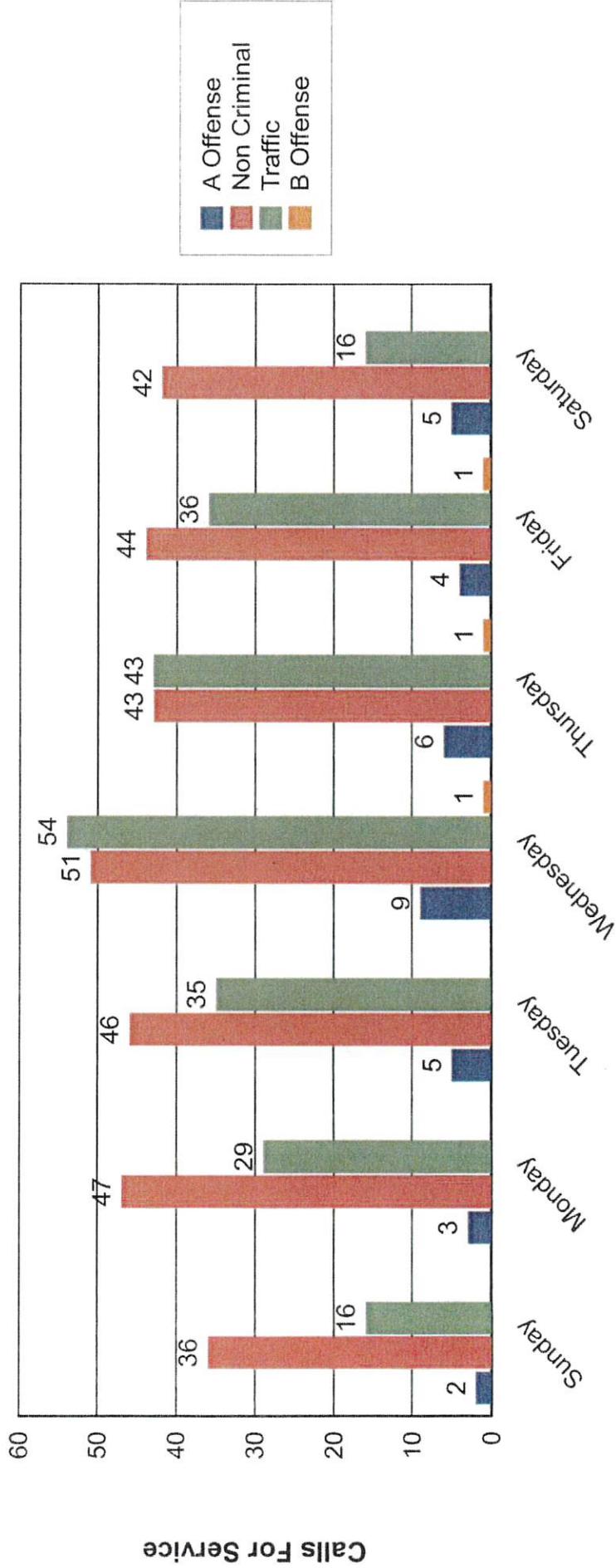
Total A Offense:	34
Total B Offense:	3
Total Non Criminal:	309
Total Traffic:	229
Total Administrative:	70

Total Mayer City: 645



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 1/1/2018 To: 12/31/2018

Mayer City

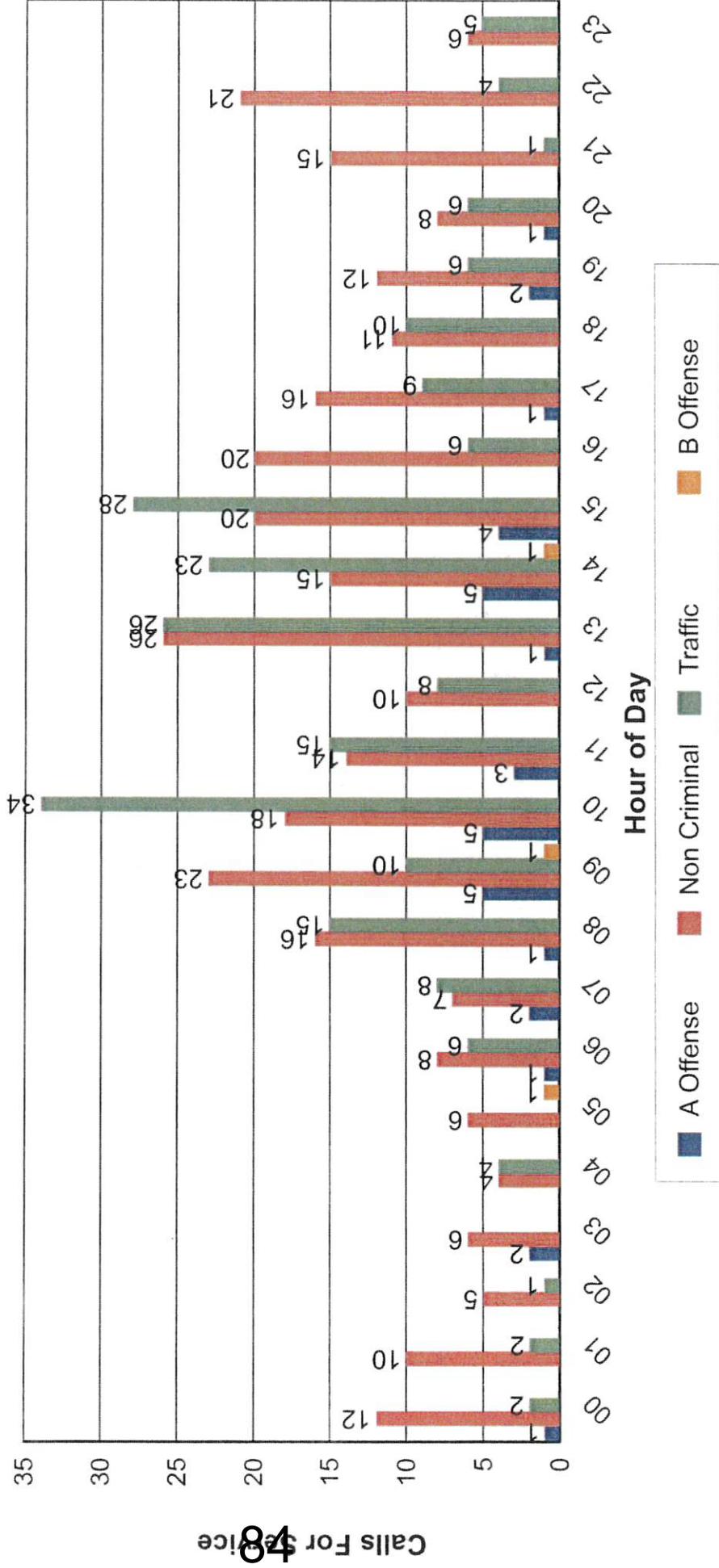


Total Mayer City: 575



Carver County Sheriff's Office
 Hour of Day Analysis of Calls for Service
 Patrol Activity
 From: 1/1/2018 To: 12/31/2018

Mayer City



Total Mayer City: 575



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2018 To: 12/31/2018**

Mayer City

Patrol

A Offense

Assault	4
Burglary	7
Counterfeiting/Forgery	2
Drug Violation	1
Sex Crime	1
Theft	10
Fraud	8
Weapons	1

Total A Offense: 34

B Offense

Disorderly Conduct	1
Ordinances	1
Peeping Tom	1

Total B Offense: 3

Non Criminal

Misc Non-criminal	70
Alarm	14
Domestic	3
Missing Person	1
Abuse/Neglect (Info Only)	18
Animal	22
Medical	73
House Check	2
Assist Other Agency	8
Fire Call	13
Mental Health	10
Civil Process	4
Snowmobile	1
ATV	2
Suspicious Activity	29
Open Door	6
Disturbance (Info Only)	31
Child Custody Dispute	2

Total Non Criminal: 309

Traffic

Traffic - Misc	24
Traffic Stop	186
Pd Accident	6
Pi Accident	1
Driving Complaint	12

Total Traffic: 229

Total Patrol: 575



**Carver County Sheriff's Office
Monthly Calls for Service
From: 1/1/2018 To: 12/31/2018**

Administrative

Administrative

GunPermit-Acquire	23
GunPermit-CarryNew	19
GunPermit-CarryRenew	8
ATF	2
Lic - Liquor	4
Lic - Peddler	14
Total Administrative:	70

Total Administrative: 70

Total Mayer City: 645



Carver County Sherff's Office
Arrest Summary
For: Mayer City
From: 1/1/2018 To: 12/31/2018

	Total Charges	Total Arrestees	Total Incidents
Mayer City			
13A - Aggravated Assault	1	1	1
13B - Simple Assault	4	3	3
13C - Intimidation	1	0	0
220 - Burglary/Breaking & Entering	7	7	2
23F - Theft from Motor Vehicle	7	0	0
26F - Identity Theft	1	1	1
290 - Destruction/Damage/Vandalism of Proper	1	1	1
520 - Weapon Law Violations	1	1	1
90C - Disorderly Conduct	1	0	0
90Z - All Other Offenses	1	1	1
Totals for Mayer City	25	15	10



Carver County Sherff's Office

Traffic Citation Summary

From: 1/1/2018 To: 12/31/2018

Mayer City

DAS, DAR, DAC:	3
Expired Tabs:	1
Fail To Change Doiclle/Name On DL:	1
Inattentive Driving:	2
No Parking Anytime:	1
No Proof Of Insurance:	2
Ordinance Violations:	1
Seatbelt Violation:	2
Speed:	4
Total Mayer City:	17



Carver County Sheriff's Office Verbal Warnings From: 1/1/2018 to 12/31/2018

Mayer City

Animal:	1
ATV:	2
Disturbance (Info Only):	1
Driving Complaint:	1
Fire Call:	1
Traffic - Misc:	4
Traffic Stop:	169
Grand Total Verbal Warnings:	179



Carver County Sherff's Office
Written Warning Summary
From: 1/1/2018 To: 12/31/2018

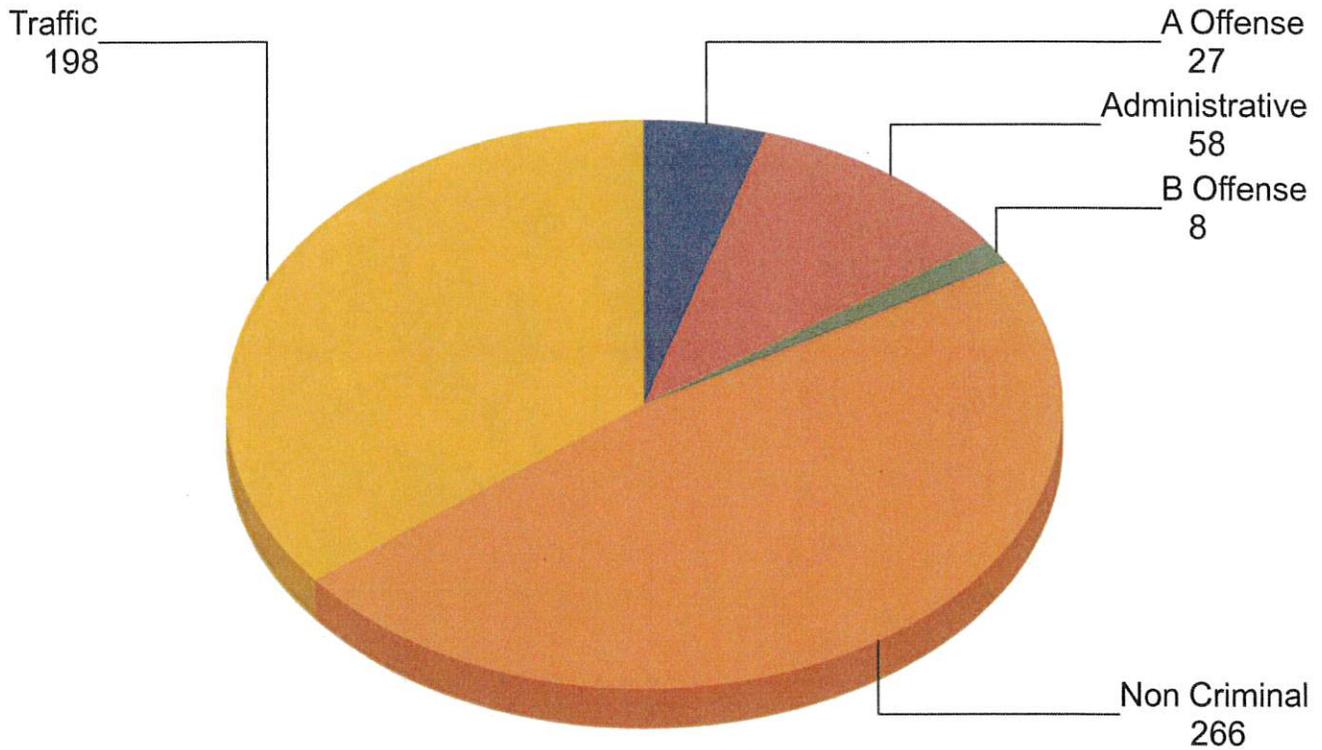
Mayer City

Abandon Vehicle:	2
Expired Tabs:	3
Parking - All Other:	2
Total Mayer City:	7



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 12/31/2017**

Mayer City



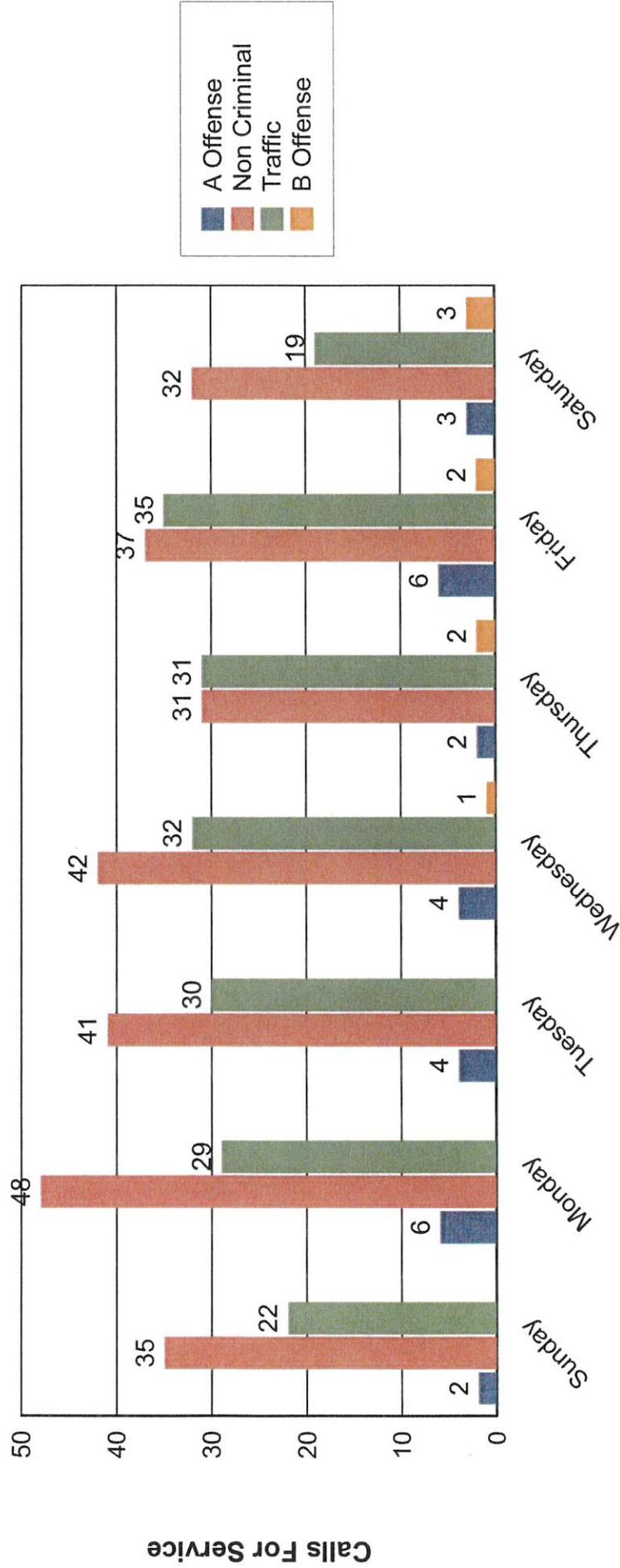
Total A Offense:	27
Total B Offense:	8
Total Non Criminal:	266
Total Traffic:	198
Total Administrative:	58

Total Mayer City: 557



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 01/01/2017 To: 12/31/2017

Mayer City



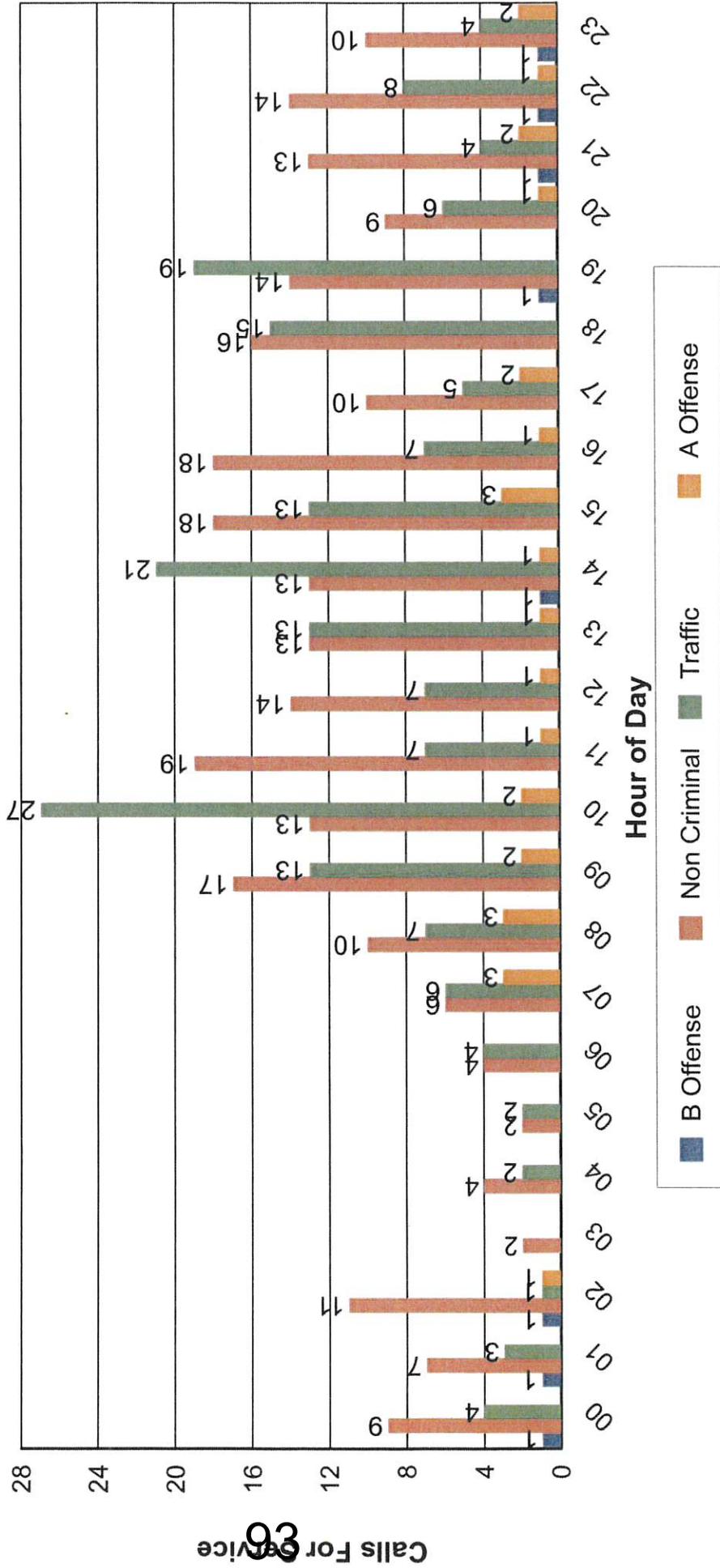
Total Mayer City: 499

Calls For Service



Carver County Sheriff's Office
 Hour of Day Analysis of Calls for Service
 Patrol Activity
 From: 01/01/2017 To: 12/31/2017

Mayer City



Total Mayer City: 499



Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 12/31/2017

Mayer City

Patrol

A Offense

Assault	3
Agg. Assault	1
Burglary	2
Counterfeiting/Forgery	1
Drug Violation	3
Property Damage	4
Pornography	1
Stolen Property Offenses	1
Theft	7
Fraud	4

Total A Offense: 27

B Offense

Traffic - alcohol Rel	7
Misc - criminal	1

Total B Offense: 8

Non Criminal

Misc Non-criminal	46
Unlock Vehicle/bldg	1
Alarm	27
Domestic	2
Abuse/Neglect (Info Only)	6
Animal	21
Medical	58
House Check	1
Assist Other Agency	7
Fire Call	12
Mental Health	6
Civil Process	3
Warrant Service	5
Suspicious Activity	33
Open Door	7
Disturbance (Info Only)	30
Child Custody Dispute	1

Total Non Criminal: 266

Traffic

Traffic - Misc	20
Traffic Stop	142
Pd Accident	19
Driving Complaint	17

Total Traffic: 198

Total Patrol: 499

Administrative



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 12/31/2017**

Administrative

GunPermit-Acquire	23
GunPermit-CarryNew	18
GunPermit-CarryRenew	8
ATF	2
GunPermit- Carry Late Ren	2
Rec Ck - Individual	1
Lic - Liquor	4
Total Administrative:	58

Total Administrative: 58

Total Mayer City: 557



Carver County Sheriff's Office

Arrest Summary By Beat

From: 01/01/2017 To: 12/31/2017

	Total Charges	Total Arrestees	Total Incidents
Mayer City			
13A - Aggravated Assault	1	1	1
13B - Simple Assault	1	1	1
13C - Intimidation	1	1	1
23H - All Other Larceny	1	1	1
26C - Impersonation	1	0	0
280 - Stolen Property Offenses	2	2	1
35A - Drug/Narcotic Violations	3	2	2
35B - Drug Equipment Violations	2	2	1
90D - Driving Under the Influence	16	7	7
90G - Liquor Law Violations	2	1	0
90Z - All Other Offenses	2	0	0
Total Mayer City:	32	18	15



**Carver County Sherff's Office
Traffic Citation Summary
From: 01/01/2017 To: 12/31/2017**

Mayer City

Expired Tabs:	1
Improper Pass:	1
Inattentive Driving:	1
No Proof Of Insurance:	1
Seatbelt Violation:	5
Snowbird / Winter Parking:	1
Speed:	9
Unsafe Equipment:	1
Total Mayer City:	20



**Carver County Sheriff's Office
Verbal Warnings
From: 01/01/2017 to 12/31/2017**

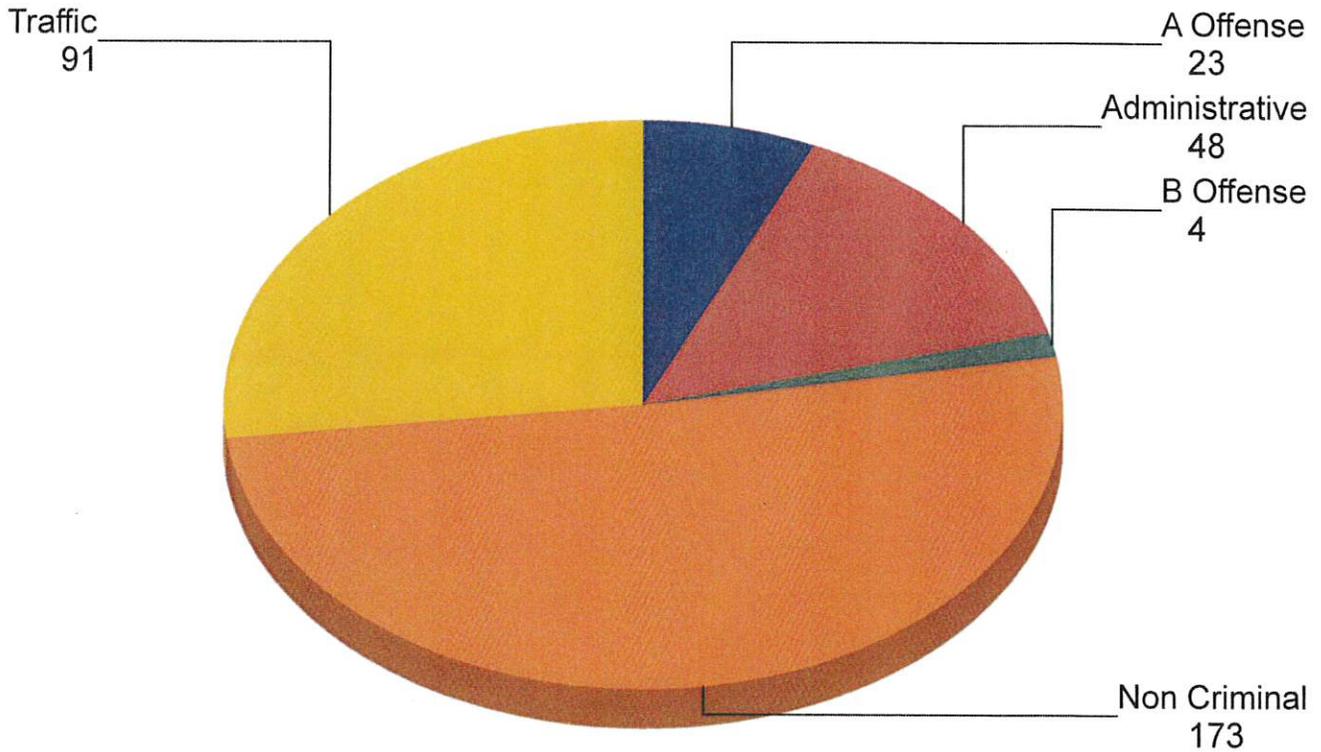
Mayer City

Animal:	1
Driving Complaint:	2
Misc Non-criminal:	1
Traffic - Misc:	1
Traffic Stop:	122
Grand Total Verbal Warnings:	127



**Carver County Sheriff's Office
Monthly Calls for Service
From: 06/01/2016 To: 12/31/2016**

Mayer City



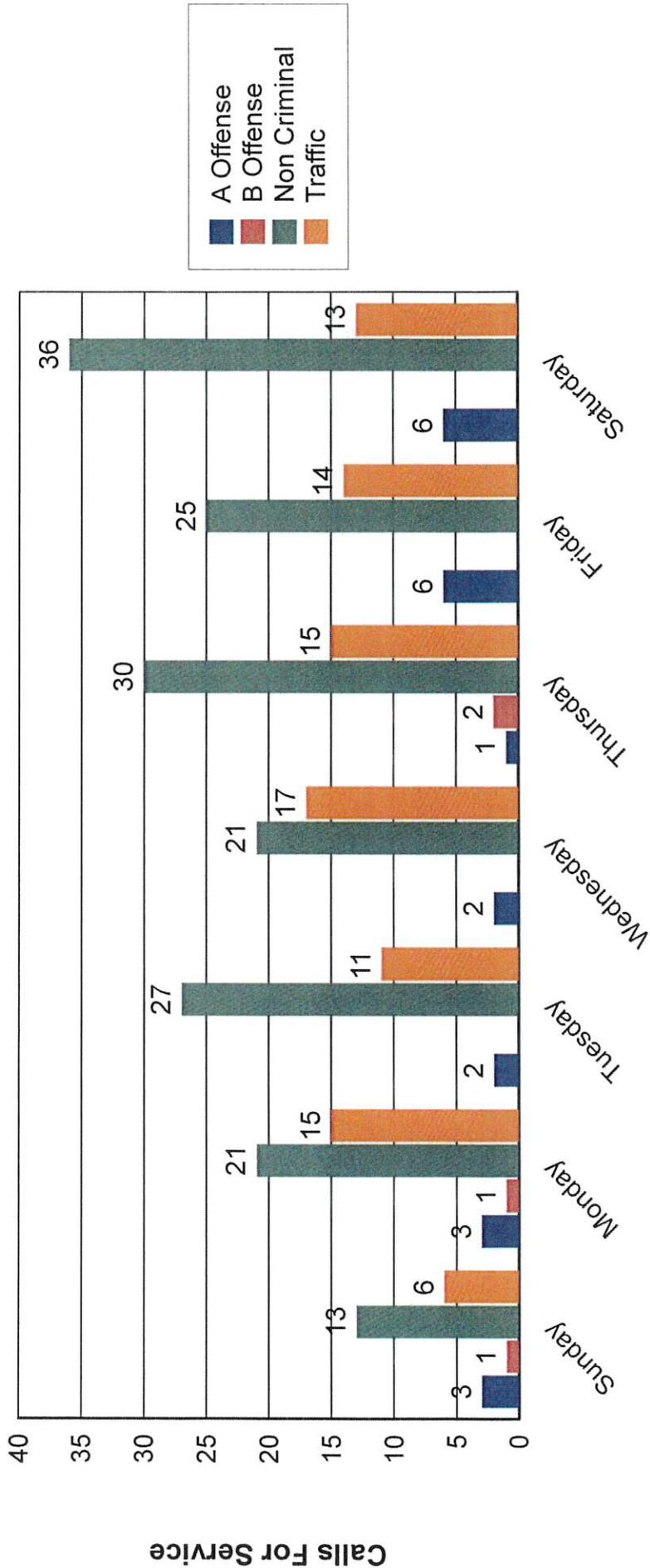
Total A Offense:	23
Total B Offense:	4
Total Non Criminal:	173
Total Traffic:	91
Total Administrative:	48

Total Mayer City: 339



Carver County Sheriff's Office
 Monthly Calls for Service
 From: 06/01/2016 To: 12/31/2016

Mayer City



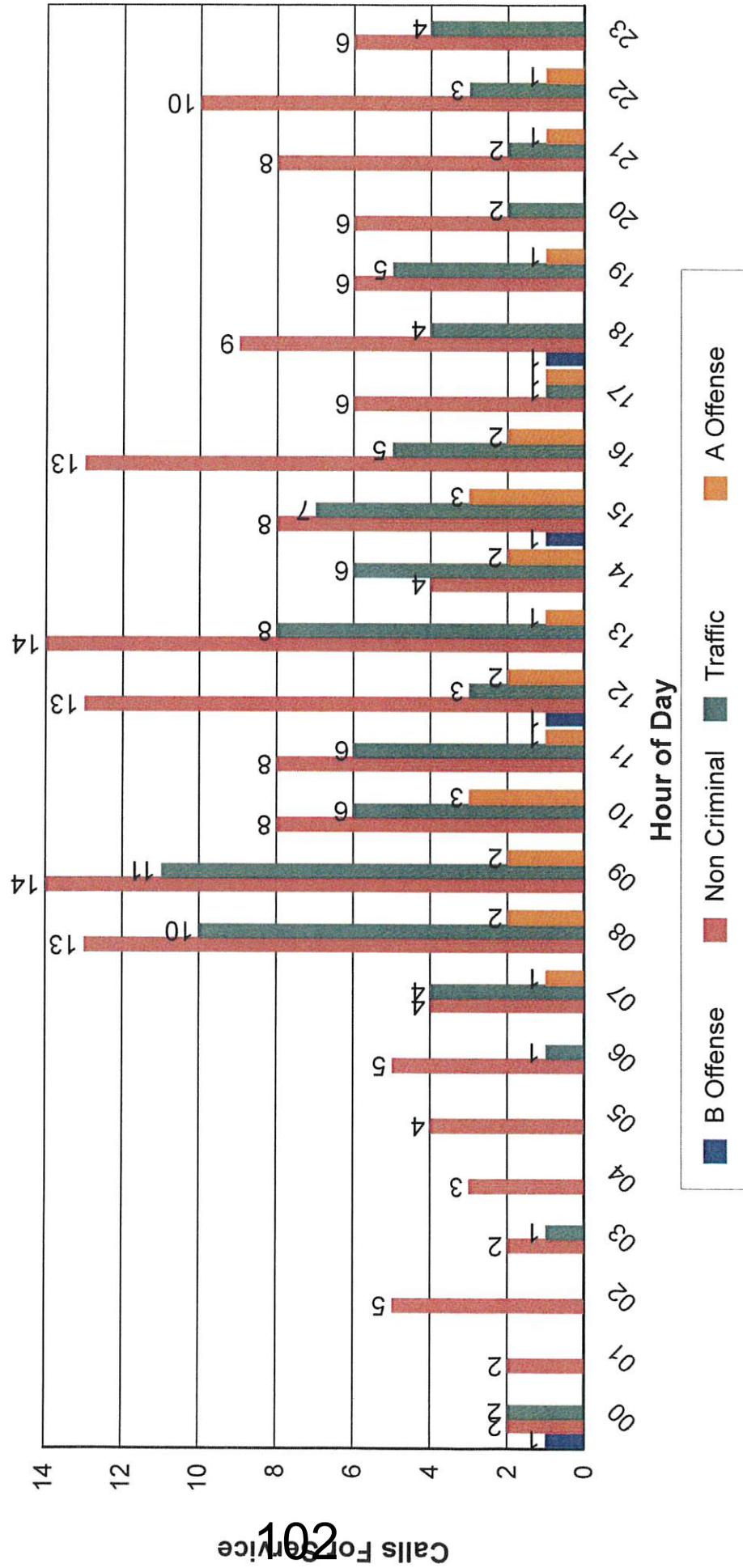
Calls For Service

Total Mayer City: 291



**Carver County Sheriff's Office
Monthly Calls for Service
From: 06/01/2016 To: 12/31/2016**

Mayer City



Total Mayer City: 291



Carver County Sheriff's Office
Monthly Calls for Service
From: 06/01/2016 To: 12/31/2016

Mayer City

Patrol

A Offense

Burglary	4
Counterfeiting/Forgery	1
Drug Violation	1
Property Damage	8
Theft	4
Fraud	4
Weapons	1

Total A Offense: 23

B Offense

Family Offense	1
Liquor Viol	1
Misc - criminal	2

Total B Offense: 4

Non Criminal

Misc Non-criminal	34
Unlock Vehicle/bldg	2
Alarm	13
Domestic	5
Abuse/Neglect (Info Only)	5
Animal	14
Medical	40
House Check	1
Assist Other Agency	1
Fire Call	4
Mental Health	5
Civil Process	1
Transport	1
Warrant Service	1
Suspicious Activity	23
Open Door	1
Disturbance (Info Only)	20
Child Custody Dispute	2

Total Non Criminal: 173

Traffic

Traffic - Misc	16
Traffic Stop	60
Pd Accident	4
Pd Accident Mv/deer	1
Driving Complaint	10

Total Traffic: 91

Total Patrol: 291

Administrative



**Carver County Sheriff's Office
Monthly Calls for Service
From: 06/01/2016 To: 12/31/2016**

Administrative	
GunPermit-Acquire	22
GunPermit-CarryNew	25
ATF	1
Total Administrative:	<hr/> 48

Total Administrative: 48

Total Mayer City: 339



Carver County Sherff's Office

Arrest Summary

From: 06/01/2016 To: 12/31/2016

Mayer City

11B - Sodomy	1
11D - Fondling	1
26A - False Pretenses/Swindle/Confidence Gar	1
520 - Weapon Law Violations	1
90A - Bad Checks	1
90G - Liquor Law Violations	1
90Z - All Other Offenses	2

Total Number of Charges Involving All Arrests:	8
Total Number Individuals Arrested:	5
Total Incident With Arrests:	5



**Carver County Sherff's Office
Citation Summary
From: 06/01/2016 To: 12/31/2016**

Mayer City

Failure To Yield:	1
H&R Property Damage Accident:	1
Inattentive Driving:	2
Restricted License Violation:	1
Seatbelt Violation:	1
Speed:	3
Stop Sign:	2
Total Mayer City:	11



**Carver County Sheriff's Office
Verbal Warnings
From: 06/01/2016 to 12/31/2016**

Mayer City

Animal: 1

Driving Complaint: 1

Traffic - Misc: 2

Traffic Stop: 51

Grand Total Verbal Warnings: 55